

City of Longwood, Florida



*Fiscal Year
2009-2010*



Adopted Budget

City of Longwood, Florida

2009-2010 Adopted Budget

October 1, 2009 – September 30, 2010

City Commission

H. G. “Butch” Bundy, Mayor, District 4
John C. Maingot, Deputy Mayor District 1
Joe Durso, Commissioner District 2
Mike Holt, Commissioner District 3
Brian D. Sackett, Commissioner District 5



City Administrator

Katrina Powell

Director of Financial Services

Jon C. Williams

MISSION STATEMENT

“To foster citizen trust by practicing open, accountable, and responsive government; providing quality core services; promoting long-term prosperity; encouraging smart growth in harmony with the City’s unique heritage and urban surroundings; strengthening the City’s standing as a preeminent destination for commercial endeavors; and promoting livability by enhancing and protecting our neighborhoods”

CITY OF LONGWOOD

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City of Longwood, Florida

September 14, 2009

CITY ADMINISTRATOR'S BUDGET MESSAGE

Honorable Mayor and Commissioners:

I am pleased to present to you the Fiscal Year 2009-2010 annual budget for your consideration.

As the Governing Body of the City of Longwood, you are charged with providing municipal services, which help to improve the quality of life of our residents, in turn, making Longwood a good place to live, work and raise a family. Our responsibility, as City staff, is to assist you in that endeavor. Therefore, my hope and expectation is that this budget meets that goal. In addition to addressing many of the issues raised by members of the City Commission, the budget strives to provide for existing levels of service, while adjusting expenditures to meet lower tax revenues resultant to a reduction in Ad Valorem revenue as well as a decrease in State and other revenues.

The importance of the budget extends far beyond compliance with a legal mandate. The budget is not only a compilation of numbers, but also a plan for a program of services. Each appropriation equates to a level of service that the City will provide. This document is a comprehensive financial and operational plan for the coming year, which provides both generalized and detailed data on the financial status of all funds, and a specific accounting of all revenues and expenditures.

This budget is designed to reflect the priorities, policies and goals of the City Commission. Staff has endeavored to address and define these items in a responsible fashion.

OVERVIEW

Service Delivery

Staff has sought to retain and improve the City's capability to efficiently and effectively keep up with the demand for services and the activities necessary to ensure responsive service delivery. The goals and plans discussed in this budget represent a balance of needs and expectations with available resources. The role of local government, however, is ultimately limited by its ability to pay for services. As a result of less revenue projected, this budget does not include everything requested by the Departments, nor wished for by the public.

Financial Well-Being

The City continues to propose a spending plan that is fiscally responsible and ensures, to the extent possible, the financial well being of the City. This budget is the result of combining a variety of policy directives from the Commission with prudent business practices and decisions of the Administration. Recent steps to reduce expenditures and identify inefficiencies have made the current spending plan possible; however, to ensure our financial wellbeing into the future, additional revenues will be necessary or the City will need to greatly reduce expenditures further.

In attempting to project our revenues for the upcoming year, the Director of Financial Services has taken a conservative approach where necessary in estimating revenues, so that we don't find ourselves in a position of insufficient resources to pay for services offered to the public. Revenue forecasts show that we will

City of Longwood, Florida

continue to see reduced revenues for the upcoming fiscal year and into FY 2010/11. For several years, growth in the housing market has provided increased revenues to the City, something that operationally we have all become far too used to. Current indicators show that any substantive recovery to the economy is much further off than was originally expected and we must continue to prepare for the lengthy recovery; the 2009/10 budget sets the stage with the expectation of an even more difficult budget year 2010/11. Reduced revenue resulting from property tax reform and a slowing economy has necessitated the use of cash reserves to provide for a balanced budget as required by State Statute.

BUDGET HIGHLIGHTS

Property Taxes

The budget calls for a maximum property tax millage rate of 4.99 mills, as directed by the City Commission. This combined with a decrease in taxable value of 10%, has resulted in a loss of revenue from Ad Valorem taxes of \$543,852; State and other revenue sources decreased \$827,649 from FY 2008/09 adopted budget.

Personnel Changes

There are no new personnel added to the budget. A new Leisure Services Department was created and personnel from Community Services and Property Maintenance were moved and combined into that department. Various titles have been changed to reflect job duties and the philosophy of the management team. This budget reflects a hold on longevity, wages and service bonuses at FY 2008/09 rates for all employees.

Capital Projects for FY 2009/10

Park Projects:

Improvements to Reiter Park

Public Facilities Projects:

Overstreet (Oleander to Grant)

Woodcock (E. Maine Ave. to Lake Ave.)

Hardy (Maine Ave. to Lake Ave.)

Public Utilities/Water Projects:

Lake Emma Road Water Main

Well Replacement

Water Main Loops per Hydraulic Study

Land-Wayman

Public Utilities/Water Treatment Plant-Capital Maintenance

Water Plant # 2

Fluoride Pump

Fluoride Scale

HSP 4 Motor

HSP 4 Pump

Emergency Generator

Well #2 Pump

Well #2 Motor

Plate Compactor

3" mud pump

City of Longwood, Florida

Replacement Laptop
Replacement Computer
Marker Locator GPS Unit

Debt Position

The City has no outstanding debt, in accordance with City Charter, which requires voter approval for all debt derived from any source for the purpose of construction of any capital improvement or lease or purchase of real property that cannot be paid off before the end of the fiscal year.

FUTURE CONSIDERATIONS

Due to the uncertainty of the amount of property tax revenue available in years to come, this budget is one of maintenance, without many new services. The voters of the State of Florida have voted in increased exemptions for homesteaded property. As we look to the future, the impact of property tax reform has yet to be fully realized. These reforms will have continued impacts into the future and will greatly impact our ability to provide the existing level of service to our residents.

We must continue to seek opportunities to operate more efficiently and to lower costs. However, we must formalize a long term financial policy to guarantee adequate resources to finance current operating costs, maintain and repair existing infrastructure, provide for new infrastructure when needed and provide for adequate level of reserves.

While the issues that face us seem great-they are just challenges. With the proper approach to dealing with them over the years to come, Longwood can continue to provide the level of service that the public expects and is willing to pay for. Regardless of the challenges that face us, our future looks bright and we are confident that these issues can be addressed over the next several years.

CONCLUSION

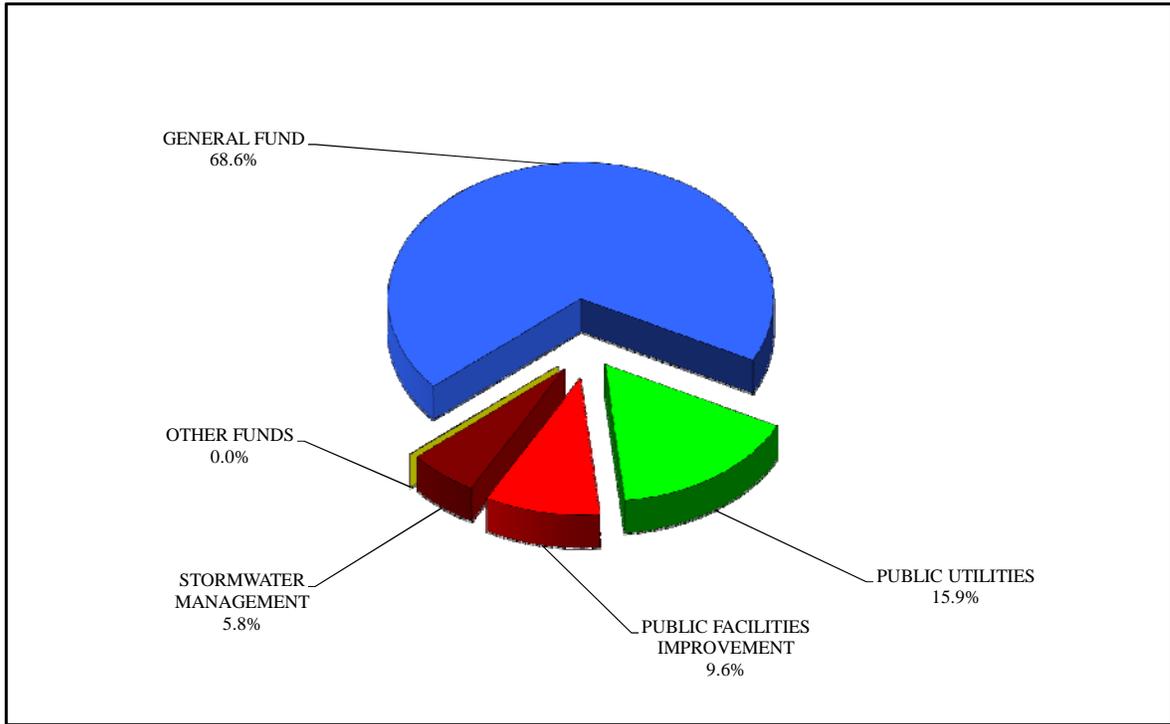
The intent in providing this budget message is to offer some insight into the operation and management of the City government of Longwood. While complex, a budget of this size does not have to be difficult to understand. Therefore, rather than just providing a list of numbers, this budget presents useful, summary information which should assist in determining whether programs and spending authorities meet the expectations of the City Commission. I look forward to working with the City Commission and Staff to implement this budget and to continue delivering the highest level of service possible to the residents of the City of Longwood.

Respectfully submitted,



Katrina Powell
City Administrator

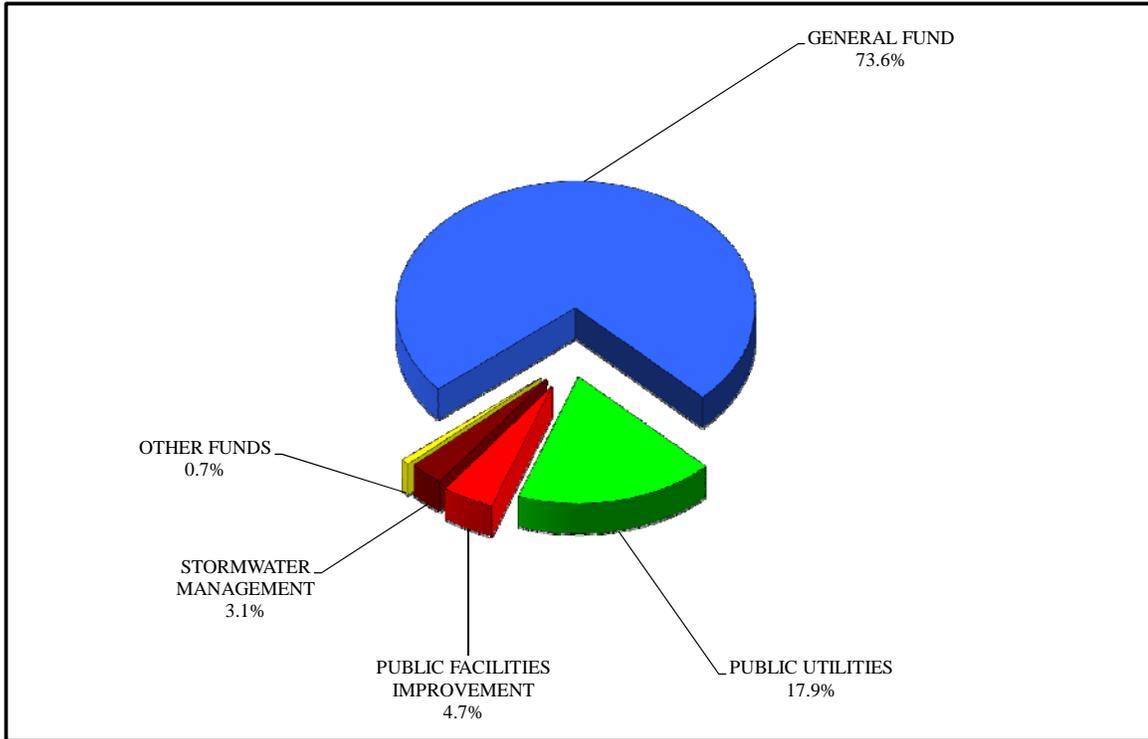
FISCAL YEAR 2009-2010



TOTAL RESOURCES	\$	26,587,755
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	<u>TOTALS</u>	<u>PERCENT OF BUDGET</u>
GENERAL FUND	\$ 18,228,337	68.6%
PUBLIC UTILITIES	4,236,088	15.9%
PUBLIC FACILITIES IMPROVEMENT	2,559,386	9.6%
STORMWATER MANAGEMENT	1,551,106	5.8%
OTHER FUNDS	12,838	0.0%
TOTAL RESOURCES	\$ 26,587,755	100%

FISCAL YEAR 2009-2010



TOTAL APPROPRIATIONS	\$ 20,821,014
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	<u>TOTALS</u>	<u>PERCENT OF BUDGET</u>
GENERAL FUND	\$ 15,326,219	73.6%
PUBLIC UTILITIES	3,728,091	17.9%
PUBLIC FACILITIES IMPROVEMENT	968,600	4.7%
STORMWATER MANAGEMENT	645,404	3.1%
OTHER FUNDS	152,700	0.7%
TOTAL APPROPRIATIONS	\$ 20,821,014	100%

CITY OF LONGWOOD - BUDGET SUMMARY - ALL FUNDS

FISCAL YEAR 2009-2010

**OPERATING BUDGET EXPENDITURES OF THE CITY OF LONGWOOD, FLORIDA
ARE 9.1% LESS THAN LAST YEAR'S TOTAL OPERATING EXPENDITURES**

	GENERAL FUND	SPECIAL REVENUE FUNDS	CAPITAL PROJECTS FUND	ENTERPRISE FUND	TOTAL
CASH BALANCES BROUGHT FORWARD	\$4,347,434	\$751,444	\$1,106,386	\$878,809	\$7,084,073
ESTIMATED REVENUES:					
Ad Valorem Taxes - Millage 4.99	4,935,094	-	-	-	4,935,094
Sales and Use Taxes	-	-	1,000,000	-	1,000,000
Franchise Fees	1,602,000	-	-	-	1,602,000
Utility Service Taxes	1,363,900	-	-	-	1,363,900
Communications Services Tax	1,283,121	-	-	-	1,283,121
Licenses and Permits	369,500	-	-	-	369,500
Intergovernmental	1,345,745	-	396,000	-	1,741,745
Charges for Services	1,776,010	676,500	-	3,217,279	5,669,789
Fines and Forfeitures	263,200	19,000	-	-	282,200
Miscellaneous	166,558	117,000	57,000	140,000	480,558
Other Financing Sources	775,775	-	-	-	775,775
Total Estimated Revenues and Cash Balances Brought Forward	18,228,337	1,563,944	\$2,559,386	\$4,236,088	26,587,755
ESTIMATED EXPENDITURES / EXPENSES:					
General Government	\$3,139,907	-	-	-	\$3,139,907
Public Safety	7,901,753	42,700	-	-	7,944,453
Physical Environment	900,000	755,404	-	3,071,998	4,727,402
Transportation	1,678,662	-	968,600	-	2,647,262
Culture & Recreation	1,442,819	-	-	-	1,442,819
Debt Service	263,078	-	-	-	263,078
Other Uses	-	-	-	656,093	656,093
Total Expenditures / Expenses	15,326,219	798,104	968,600	3,728,091	20,821,014
Reserves	2,902,118	765,840	1,590,786	507,997	5,766,741
Total Appropriated Expenditures / Expenses and Reserves	\$18,228,337	\$1,563,944	\$2,559,386	\$4,236,088	\$26,587,755

Note regarding Funds included by Type:

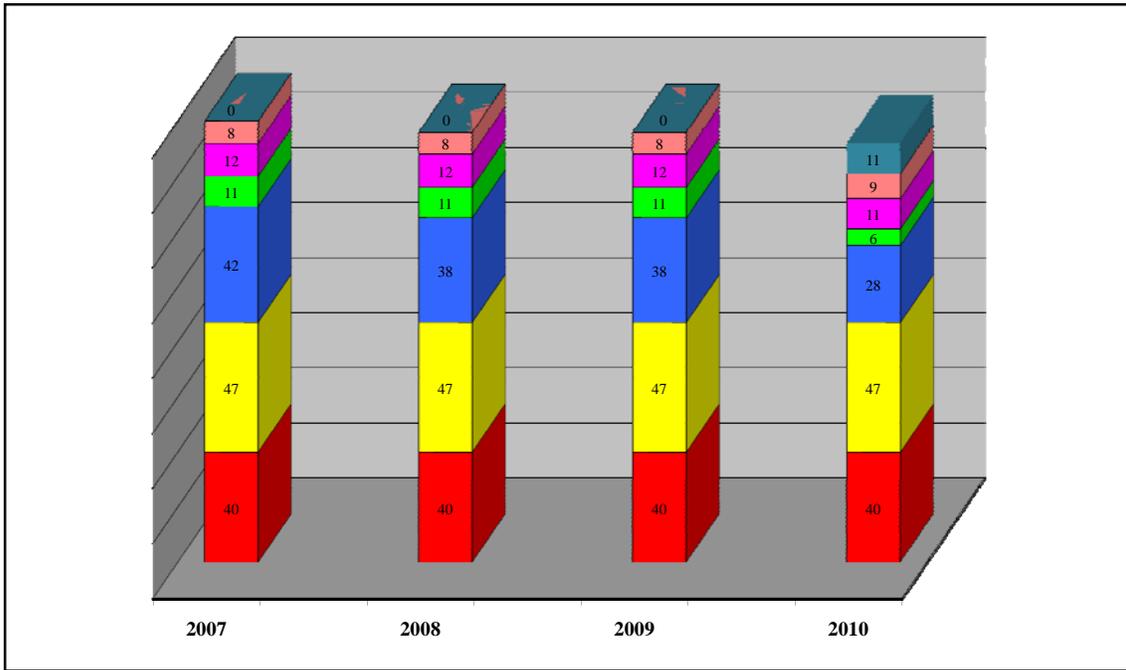
General Fund: The primary governmental operating fund.

Special Revenue Funds consist of the following governmental type funds:

Fund Name	Purpose
Cemetery Fund	City owned and operated cemetery operation
Historic District Fund	Revenues and expenditures for Historic District special projects
Police Confiscation Fund	Confiscated assets required to be accounted for separately
Special Law Enforcement Trust Fund	Police special purpose revenues required to be accounted for separately
Stormwater Management Fund	Revenues and expenditures for construction and maintenance of stormwater system
Special Assessments Fund	Special Assessments for Neighborhood Improvement Program

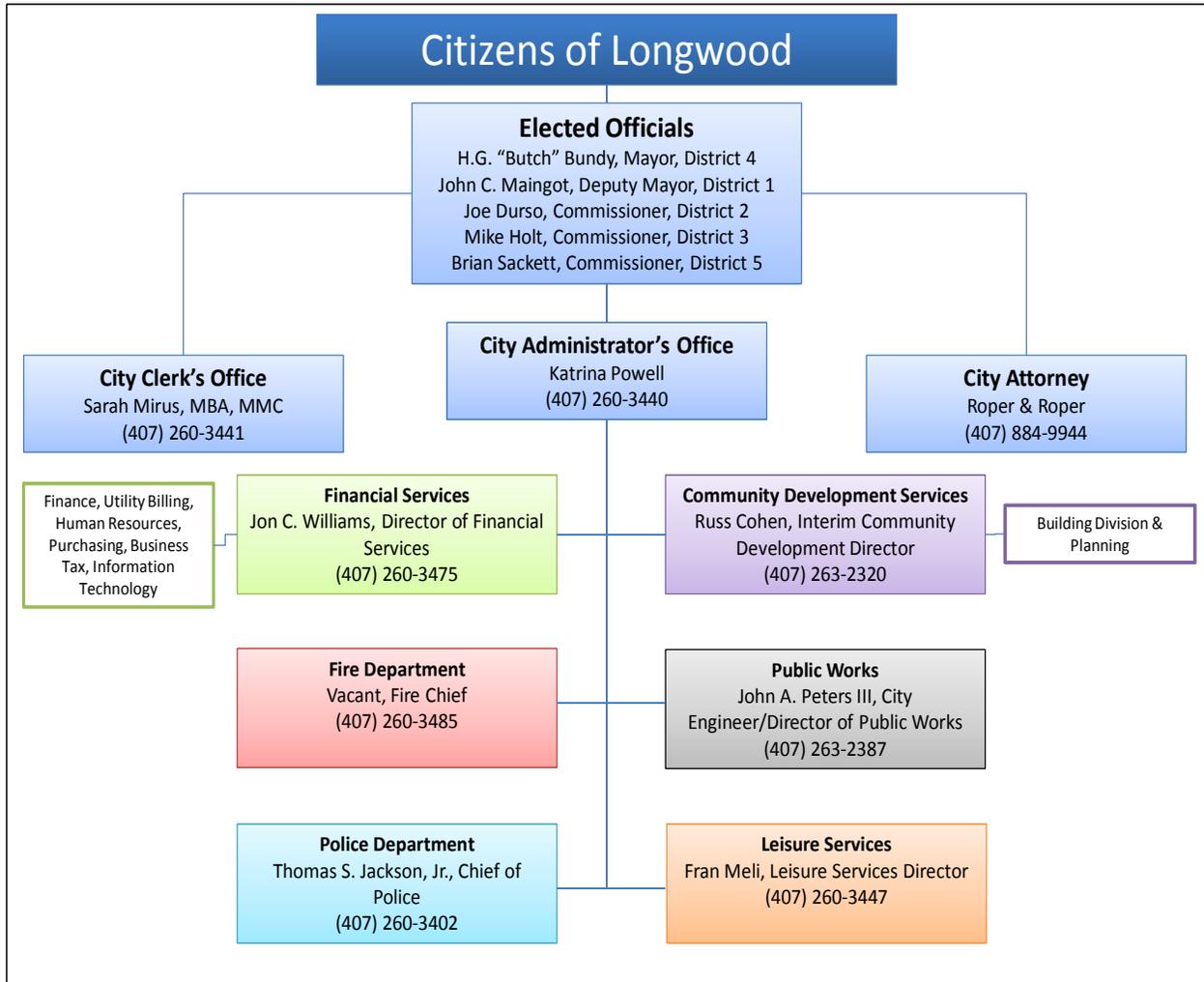
SUMMARY OF STAFF

FISCAL YEAR 2009-2010



	<u>2007</u>	<u>2008</u>	<u>2009</u>	<u>2010</u>
 FIRE DEPARTMENT	40	40	40	40
 POLICE DEPARTMENT	47	47	47	47
 PUBLIC WORKS	42	38	38	28
 COMMUNITY DEVELOPMENT	11	11	11	6
 FINANCIAL SERVICES	12	12	12	11
 ADMINISTRATION	8	8	8	9
 LEISURE SERVICES	0	0	0	11
TOTAL STAFF	160	156	156	152

Organizational Chart



CITY OF LONGWOOD

BUDGET CALENDAR

DATE	RESPONSIBLE PARTY	REQUIRED ACTIVITY	REQUIREMENT REFERENCE
5/30/2009	Department Heads	Budget requests for FY 2009/10 are submitted to the Financial Services Director.	
On or before 6/1/2009	Property Appraiser	Estimated taxable values are submitted to the City.	Florida Statutes
	City Commission	Personnel and capital requests over \$10,000 are reviewed.	
On or before 7/1/2009	Property Appraiser	Certified taxable values are submitted to the City.	Florida Statutes
7/20/2009	City Commission	Tentative millage rate is set, and public hearing dates are determined.	
Not later than 8/1/2009	City Administrator	Proposed budget is submitted to the City Commission.	City Charter
Not later than 8/4/2009	Financial Services Director	DR-420 is submitted to the Property Appraiser.	Florida Statutes
9/3/2009	City Commission	First reading and first public hearing on proposed budget.	Florida Statutes
9/14/2009	City Commission	Second reading second public hearing; Adoption of budget for FY 2009/10.	Florida Statutes
10/1/2009	Financial Services Director	Copies of adopted budget are distributed to City staff.	

AMENDMENTS AFTER ADOPTION:

In accordance with the City Charter, Section 6.08, the City Commission may make supplemental appropriations to the extent of a revenue surplus, make a reduction of appropriations to the extent of a revenue deficit, or make budget transfers between programs or departments.

All appropriations, to the extent they are not expended or encumbered, lapse at the end of the fiscal year.

CITY OF LONGWOOD

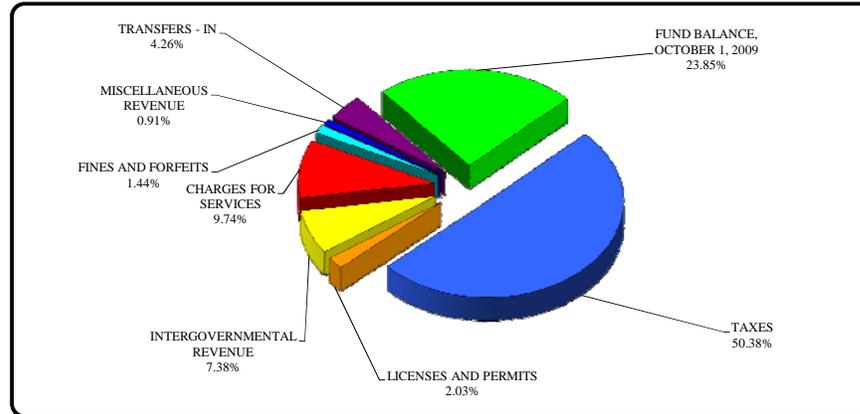
STATISTICAL DATA

Date of incorporation	1923
Form of government	Commission/Administrator
Number of municipal employees (including police and fire)	159
Population	13,820
 City of Longwood facilities and services:	
Miles of streets:	
Paved	58.25
Unpaved	2.38
Parks and recreation:	
Park acreage	41
Community Center	1
Athletic Fields	7
Tennis Courts	6
Racquetball Courts	3
Basketball Courts	5
City playgrounds and passive parks	9
Fire Protection:	
Stations	2
Employees	40
Police Protection:	
Stations	1
Employees	47
Wastewater collection system:	
Miles of sanitary sewers	22.27
Lift Stations	32
Daily average treatment	*
Plants(s) capacity (MGD)	*
Disposal plants	*
Water distribution system:	
Miles of water mains	68.75
Daily average:	
Consumption (Million Gallons)	2.2
Plant capacity (Million Gallons)	7.2
Service connections	5788
Deep wells	5
Fire hydrants	560
 Facilities and services not included in the reporting entity:	
Education:	
Number of elementary schools	2
Number of elementary school instructors	85
Number of high schools	1
Number of high school instructors	159
Hospitals:	
Number of hospitals	1
Number of patient beds	206

* No treatment plant within the City. Flow to Seminole County 518,083 gallons per day.

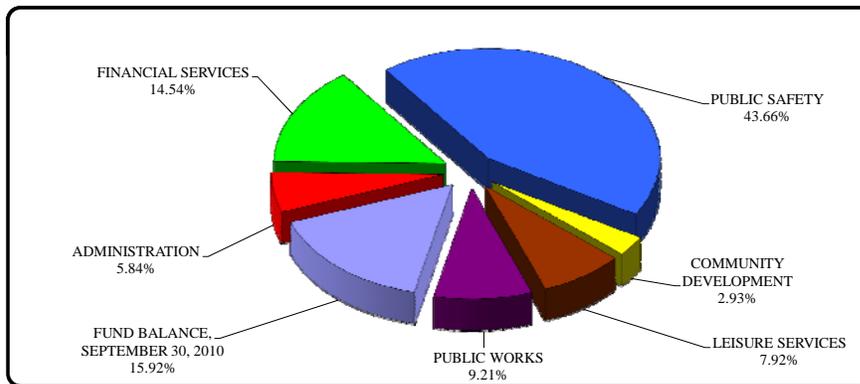
GENERAL FUND - REVENUE AND EXPENDITURES

FISCAL YEAR 2009-2010



TOTAL REVENUES \$ 18,228,337

	TOTALS	PERCENT REVENUES
FUND BALANCE, OCTOBER 1, 2009	\$ 4,347,434	23.85%
TAXES	9,184,115	50.38%
LICENSES AND PERMITS	369,500	2.03%
INTERGOVERNMENTAL REVENUE	1,345,745	7.38%
CHARGES FOR SERVICES	1,776,010	9.74%
FINES AND FORFEITS	263,200	1.44%
MISCELLANEOUS REVENUE	166,558	0.91%
TRANSFERS - IN	775,775	4.36%
TOTAL REVENUE	\$ 18,228,337	100%



TOTAL EXPENDITURES \$ 18,228,337

	TOTALS	PERCENT EXPENDITURES
ADMINISTRATION	\$ 1,064,138	5.84%
FINANCIAL SERVICES	2,649,673	14.54%
PUBLIC SAFETY	7,957,745	43.66%
COMMUNITY DEVELOPMENT	533,182	2.93%
LEISURE SERVICES	1,442,819	7.92%
PUBLIC WORKS	1,678,662	9.21%
FUND BALANCE, SEPTEMBER 30, 2010	2,902,118	15.92%
TOTAL EXPENDITURES	\$ 18,228,337	100%



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CITY OF LONGWOOD

GENERAL FUND BUDGET SUMMARY

		<u>2008</u>	<u>2009</u>	<u>2009</u>	<u>2010</u>
		ACTUAL	BUDGET	ESTIMATE	ADOPTED
FUND BALANCE, OCTOBER 1		7,441,469	6,880,011	6,880,011	4,347,434
ADD REVENUES:					
TAXES:					
311-0000 AD VALOREM TAXES	4.99	5,908,207	5,478,946	5,524,404	4,935,094
312-0000 SALES & USE TAXES		832	-	-	-
313-1000 FRANCHISE FEES / ELECTRIC		1,281,976	1,300,000	1,349,348	1,320,000
313-2000 FRANCHISE FEES / TELEPHONE		-	-	-	-
313-4000 FRANCHISE FEES / GAS		27,086	65,000	27,000	27,000
313-5000 FRANCHISE FEES / CABLE TELEVISION		-	-	-	-
313-7000 FRANCHISE FEES / SOLID WASTE		324,883	310,000	247,668	255,000
314-1000 UTILITY TAX / ELECTRIC		1,147,701	1,100,000	1,135,080	1,115,000
314-3000 UTILITY TAX / WATER		128,548	132,000	145,163	158,900
314-4000 UTILITY TAX / GAS		88,588	90,000	88,021	90,000
315-0000 COMMUNICATIONS SERVICES TAX		1,289,175	1,320,000	1,302,745	1,283,121
TOTAL		10,196,995	9,795,946	9,819,429	9,184,115
LICENSES AND PERMITS:					
321-1000 CITY OCCUPATIONAL LICENSES		203,563	220,000	192,092	195,000
322-0000 BUILDING PERMITS		204,175	220,000	165,880	165,000
322-1000 RADON GAS FEES		115	-	-	-
322-3000 RE-INSPECTIONS		3,575	5,000	1,200	1,500
322-8000 SITE PLAN REVIEWS		12,555	15,000	4,066	4,500
329-1000 ARBOR PERMITS		9,000	10,000	3,153	3,500
TOTAL		432,983	470,000	366,391	369,500
INTERGOVERNMENTAL REVENUES:					
331-2100 LOCAL LAW ENFORCEMENT BLOCK GRANT		-	18,000	18,000	-
331-2200 H.I.D.T.A. GRANT		1,691	4,000	4,000	4,000
331-2500 OJP/BULLETPROOF VEST GRANT		(22,750)	-	-	-
331-6200 ASSIST FIREFIGHTERS GRANT		-	-	-	-
334-1000 TECHNICAL ASSISTANCE GRANT		-	-	-	-
334-2400 FL DEPARTMENT OF LAW ENFORCEMENT		11,485	-	27,853	109,350
334-4900 F.D.O.T. ROAD MAINT. AGREEMENT		68,578	45,000	45,000	45,000
334-5000 FERDAP GRANT (REITER PARK)		-	-	-	-
334-5200 DEPT OF AGRICULTURE GRANT		122,483	-	-	-
334-5500 FHWA EMERG RELIEF PROGRAM		-	-	-	-
334-8000 F.E.M.A.		101,486	-	-	-
335-1200 STATE REVENUE SHARING		427,981	419,215	382,000	366,575
335-1400 MOBILE HOME LICENSE TAX		1,241	1,200	1,169	1,200
335-1500 ALCOHOLIC BEVERAGE LICENSES		22,682	22,000	26,091	26,000
335-1800 HALF-CENT SALES TAX		916,140	966,721	784,387	733,303
335-2300 FIREFIGHTERS SUPPLEMENTAL COMPENSATION		10,640	10,500	10,500	10,500
335-4100 MOTOR FUEL TAX REBATES		7,149	7,000	7,887	7,000
337-2000 SCHOOL RESOURCE OFFICER		32,208	26,882	34,317	34,317
337-4100 CITY/COUNTY INTERLOCAL LANDSCAPE AGREEMENT		19,667	-	-	-
338-2000 COUNTY OCCUPATIONAL LICENSES		12,846	9,000	7,983	8,500
338-5000 COUNTY CDBG GRANT		-	-	-	-
TOTAL		1,733,529	1,529,518	1,349,187	1,345,745

CITY OF LONGWOOD

GENERAL FUND BUDGET SUMMARY

	<u>2008</u>	<u>2009</u>	<u>2009</u>	<u>2010</u>
	ACTUAL	BUDGET	ESTIMATE	ADOPTED
CHARGES FOR SERVICES:				
341-2000 LAND DEVELOPMENT FEES	3,300	1,400	4,000	3,500
341-3000 SALES OF MAPS AND PUBLICATIONS	5	100	7	10
342-1000 POLICE SERVICES	10,115	10,000	9,443	10,000
342-4000 POLICE SERVICES - COST RECOVERY	29,553	80,000	34,000	-
342-4200 FIRE SERVICES - COST RECOVERY	9,071	20,000	12,751	-
342-6000 AMBULANCE FEES	426,053	450,000	491,673	500,000
343-4500 GARBAGE BILLING FEES	951,737	976,464	1,055,839	1,100,000
343-4510 RECYCLING REVENUES	16,508	15,000	5,385	5,500
347-2010 SOFTBALL FEES	3,450	4,000	3,000	3,000
347-2020 SOFTBALL FEES / NON-RESIDENT	-	200	-	-
347-2025 SPECIAL EVENT FEES	2,173	3,000	2,223	3,000
347-2027 CITY EVENTS - NEEDY FAMILIES	10,814	18,000	-	-
347-2028 DONATIONS	11,347	-	1,150	-
347-2030 COMMUNITY BUILDING RENTALS	62,129	75,000	64,424	68,000
347-2045 BALL FIELD RENTALS	6,489	4,000	3,146	4,000
347-2050 CHEERLEADING / SELF DEFENSE / BOWLING LESSONS	8,740	16,000	15,466	16,000
347-2060 LBR - FIELD USE AGREEMENT	10,400	9,000	9,000	9,000
347-2065 BABE RUTH LEAGUE DONATION	-	1,000	-	-
347-2070 CONCESSIONS / BABE RUTH	1,500	3,000	3,000	3,000
347-2080 SUMMER CAMP PROGRAM	50,335	42,000	48,178	50,000
347-2090 YOUTH BASKETBALL LEAGUE	-	-	-	-
349-1000 DEVELOPMENT IMPACT FEES	400	6,000	500	500
349-1011 COUNTY ROADS & LIBRARY IMPACT FEES	1,850	2,000	500	500
TOTAL	1,615,969	1,736,164	1,763,685	1,776,010
FINES AND FORFEITS:				
354-1000 PARKING FINES	1,227	1,200	1,061	1,200
354-2000 SECURITY ALARM FINES	3,375	5,000	1,833	2,000
354-3000 OTHER FINES	148,654	260,000	126,562	260,000
TOTAL	153,256	266,200	129,456	263,200
MISCELLANEOUS REVENUES:				
361-1000 INTEREST EARNINGS	232,868	400,000	63,388	65,000
361-3000 INCREASE (DECREASE) IN FAIR VALUE OF INVESTMENTS	(57,338)	-	-	-
362-3000 RENTS AND ROYALTIES	13,011	10,000	13,010	13,010
364-4000 SALE OF SURPLUS EQUIPMENT	403,081	400,000	379,539	10,000
366-2000 FIREMAN'S HERITAGE GRANT	-	-	-	-
369-0000 OTHER MISCELLANEOUS REVENUES	49,003	50,000	30,106	78,548
369-3000 REFUND OF PRIOR YEAR EXPENDITURES	19,219	-	-	-
369-9100 CANDIDATE QUALIFYING FEE	961	-	-	-
TOTAL	660,804	860,000	486,043	166,558
LEASE PROCEEDS	-	-	-	-
TRANSFERS - IN:				
382-1000 PUBLIC UTILITIES FUND	594,576	594,576	594,576	656,093
382-3000 STORMWATER MANAGEMENT FUND	-	-	-	119,682
383-0000 CAPITAL LEASE PROCEEDS	-	-	-	-
TOTAL	594,576	594,576	594,576	775,775
TOTAL REVENUES AVAILABLE	22,829,581	22,132,415	21,388,778	18,228,337

CITY OF LONGWOOD

GENERAL FUND BUDGET SUMMARY

	<u>2008</u>	<u>2009</u>	<u>2009</u>	<u>2010</u>
	<u>ACTUAL</u>	<u>BUDGET</u>	<u>ESTIMATE</u>	<u>ADOPTED</u>
TOTAL REVENUES AVAILABLE	22,829,581	22,132,415	21,388,778	18,228,337
DEDUCT EXPENDITURES:				
ADMINISTRATION:				
CITY COMMISSION	34,839	43,427	40,749	42,617
CITY CLERK	284,508	337,967	290,633	297,353
CITY ADMINISTRATOR	294,977	315,992	520,519	301,224
CITY ATTORNEY	157,097	120,000	184,338	150,000
GENERAL SERVICES	194,425	281,363	283,757	272,944
FINANCIAL SERVICES:				
HUMAN RESOURCES	458,848	545,982	480,127	542,719
PURCHASING	132,735	145,874	136,390	74,243
FINANCE	244,774	293,916	250,609	271,473
UTILITY BILLING	1,219,116	1,232,418	1,281,302	1,287,265
INFORMATION TECHNOLOGY	461,119	519,569	502,606	473,973
POLICE	4,393,690	4,692,703	4,625,504	4,069,803
FIRE	4,262,662	4,187,646	4,043,090	3,887,942
COMMUNITY DEVELOPMENT:				
PLANNING/ECONOMIC DEVELOPMENT	567,742	624,382	682,183	367,154
BUILDING	254,832	324,035	290,388	166,028
LEISURE SERVICES:	529,544	537,707	647,104	1,442,819
PUBLIC WORKS:				
STREETS	1,597,465	1,761,384	1,823,821	1,678,662
PROPERTIES MAINTENANCE	861,197	1,102,418	958,223	-
TRANSFERS-OUT:				
STORMWATER FUND	-	-	-	-
TOTAL	-	-	-	-
TOTAL EXPENDITURES	15,949,570	17,066,783	17,041,344	15,326,219
FUND BALANCE, SEPTEMBER 30	6,880,011	5,065,632	4,347,434	2,902,118



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ADMINISTRATION

PROGRAM: CITY COMMISSION

GOALS: To provide all citizens of Longwood with legislative representation by enacting ordinances, resolutions, policies and programs that improve and protect the community, promote desirable levels of municipal services and plan for the future.

FISCAL YEAR	CLASSIFICATION	TOTAL COST
2008	ACTUAL	34,839
2009	BUDGET	43,427
2009	ESTIMATE	40,749
2010	ADOPTED	42,617

OBJECTIVES:

Adopt policies and programs that improve the quality of life in the community and promote desirable levels of municipal services.

Encourage continued participation in community activities and governmental affairs.

Support a strong commercial and industrial tax base in the City.

RESULTS:

Continued responsiveness to citizen needs.

Maintain a presence to promote and improve the image of the City

Maintain a viable and balanced tax base in the City.

ADMINISTRATION

PROGRAM: CITY COMMISSION

LINE ITEM DETAIL

	2008	2009	2009	2010
	ACTUAL	BUDGET	ESTIMATE	ADOPTED
PERSONNEL COSTS:				
1100 EXECUTIVE SALARIES	24,024	24,024	24,024	24,024
2100 F.I.C.A.	1,838	1,838	1,838	1,838
2200 RETIREMENT CONTRIBUTION	2,402	2,402	2,402	2,402
2400 WORKERS COMPENSATION	1,004	1,163	1,152	353
TOTAL	29,268	29,427	29,416	28,617
SUPPLIES AND SERVICES:				
3400 OTHER CONTRACTUAL SERVICES	-	-	-	-
4020 COMMISSION DEVELOPMENT	3,342	5,000	5,000	5,000
4800 COMMUNITY RELATIONS	410	1,500	500	1,500
4900 OTHER CHARGES & OBLIGATIONS	347	2,500	833	2,500
5400 BOOKS, PUBS, SUBS & MEMBERSHIPS	1,472	5,000	5,000	5,000
6400 CAPITAL EQUIPMENT	-	-	-	-
TOTAL	5,570	14,000	11,333	14,000
TOTAL COST	34,839	43,427	40,749	42,617

ADMINISTRATION

PROGRAM: CITY COMMISSION

MANPOWER ANALYSIS

<u>POSITION</u>	<u>2008</u>	<u>2009</u>	<u>2010</u>
MAYOR	1	1	1
COMMISSIONERS	<u>4</u>	<u>4</u>	<u>4</u>
TOTAL	5	5	5

ADMINISTRATION

PROGRAM: CITY CLERK

GOALS: To authenticate, record, index and maintain the City's official legislative acts, thus preserving the history of the City of Longwood; to issue all required permits which fall under the jurisdiction of the City Clerk's authority; to provide required advertising in accordance with state and local laws; and to supervise all City elections.

FISCAL YEAR	CLASSIFICATION	TOTAL COST
2008	ACTUAL	284,508
2009	BUDGET	337,967
2009	ESTIMATE	290,633
2010	ADOPTED	297,353

OBJECTIVES:

Record and preserve City Commission actions.

Maintain City Codes.

Maintain the official records of the City Commission in accordance with legal requirements.

Review compliance with current election code requirements.

RESULTS:

Permanent documentation of all action taken by the City Commission.

City Codes kept current with regular supplements.

Continued records storage and retention/retrieval systems for accessibility of data for staff and public inquiries.

Conduct elections in strict compliance with state statutes.

ADMINISTRATION

PROGRAM: CITY CLERK

LINE ITEM DETAIL

		2008	2009	2009	2010
		ACTUAL	BUDGET	ESTIMATE	ADOPTED
PERSONNEL COSTS:					
1200	REGULAR SALARIES AND WAGES	176,586	180,370	182,908	172,835
1230	LONGEVITY PAY	1,500	2,150	2,150	6,150
1320	ELECTION OFFICIALS	-	2,500	-	2,000
1400	OVERTIME	371	1,000	398	-
2100	F.I.C.A.	13,410	14,039	14,187	13,692
2200	RETIREMENT CONTRIBUTION	16,354	17,150	16,916	15,604
2300	LIFE AND HEALTH INSURANCE	12,246	14,846	8,672	16,299
2400	WORKERS COMPENSATION	1,004	1,163	1,439	282
	TOTAL	221,470	233,218	226,670	226,862
SUPPLIES AND OTHER SERVICES:					
3100	PROFESSIONAL SERVICES	-	4,500	-	1,500
3400	OTHER CONTRACTUAL SERVICES	5,053	6,350	8,111	5,850
4020	EMPLOYEE DEVELOPMENT	6,862	7,975	8,130	7,000
4,100	COMMUNICATIONS	915	1,200	954	625
4200	POSTAGE	16,443	25,000	10,711	20,000
4400	RENTALS AND LEASES	615	444	280	466
4600	REPAIR AND MAINTENANCE	-	5,000	-	1,000
4700	PRINTING AND BINDING	7,855	10,760	6,501	9,600
4800	COMMUNITY RELATIONS	5,418	6,650	6,387	1,250
4900	LEGAL ADVERTISING	13,280	18,500	12,232	15,000
5100	OFFICE SUPPLIES	1,684	2,300	2,165	2,300
5200	OPERATING SUPPLIES	1,180	6,600	2,537	2,600
5400	BOOKS, PUBS, SUBS & MEMBERSHIPS	1,027	2,270	1,314	1,300
6400	EQUIPMENT	2,707	7,200	4,641	2,000
	TOTAL	63,038	104,749	63,963	70,491
	TOTAL COST	284,508	337,967	290,633	297,353

ADMINISTRATION

PROGRAM: CITY CLERK

MANPOWER ANALYSIS

NUMBER OF FULL-TIME/PART-TIME PERSONNEL

<u>POSITION</u>	<u>2008</u>	<u>2009</u>	<u>2010</u>
CITY CLERK	1	1	1
DEPUTY CITY CLERK	1	1	1
RECEPTIONIST	1	1	0
CLERICAL WORKER (PART-TIME)	1	1	1
ADMINISTRATIVE SECRETARY	1	1	1
TOTAL	5	5	4

CAPITAL OUTLAY

6400 - Equipment	
Replacement computers (2)	\$ 2,000
	<hr/>
Total Capital Outlay	\$ 2,000

Note: Receptionist Reclassified to
City Administrator's Department.

ADMINISTRATION

PROGRAM: CITY ADMINISTRATOR

GOALS: To efficiently and effectively implement and administer the policies, programs and services approved by the City Commission.

FISCAL YEAR	CLASSIFICATION	TOTAL COST
2008	ACTUAL	294,977
2009	BUDGET	315,992
2009	ESTIMATE	520,519
2010	ADOPTED	301,224

OBJECTIVES:

Proper allocation of City resources and manpower in conformance with City Commission policy.

Maintain a fiscally sound organization.

Continue to communicate with citizens and employees.

RESULTS:

Effective execution of City Commission policy.

Visible organization.

Informed citizenry.

ADMINISTRATION

PROGRAM: CITY ADMINISTRATOR

LINE ITEM DETAIL

		2008	2009	2009	2010
		ACTUAL	BUDGET	ESTIMATE	ADOPTED
PERSONNEL COSTS:					
1200	REGULAR SALARIES AND WAGES	187,291	192,874	387,094	200,000
1230	LONGEVITY PAY	800	975	975	300
1400	OVERTIME	-	-	-	-
2100	F.I.C.A.	11,814	15,349	18,839	15,323
2200	RETIREMENT CONTRIBUTION	30,501	31,373	64,527	20,030
2300	LIFE AND HEALTH INSURANCE	12,440	12,584	10,884	17,035
2400	WORKERS COMPENSATION	401	465	2,966	3,144
	TOTAL	243,248	253,620	485,285	255,832
SUPPLIES AND OTHER SERVICES:					
3400	OTHER CONTRACTUAL SERVICES	7,900	4,500	-	14,500
4010	TRAVEL AND PER DIEM	6,708	6,672	2,987	-
4020	EMPLOYEE DEVELOPMENT	7,530	7,500	3,752	5,000
4100	COMMUNICATION	-	-	-	250
4200	POSTAGE	61	200	53	100
4700	PRINTING AND BINDING	24,946	36,000	25,326	20,042
4900	OTHER CHARGES	-	-	-	-
5100	OFFICE SUPPLIES	242	1,500	666	1,000
5200	OPERATING SUPPLIES	366	2,500	336	1,500
5400	BOOKS, PUBS, SUBS & MEMBERSHIPS	3,975	3,500	2,115	3,000
6400	EQUIPMENT	-	-	-	-
	TOTAL	51,729	62,372	35,234	45,392
	TOTAL COST	294,977	315,992	520,519	301,224

ADMINISTRATION

PROGRAM: CITY ADMINISTRATOR

MANPOWER ANALYSIS

NUMBER OF FULL-TIME/PART-TIME PERSONNEL

<u>POSITION</u>	<u>2008</u>	<u>2009</u>	<u>2010</u>
CITY ADMINISTRATOR	1	1	1
ASSISTANT TO CITY ADMINISTRATOR	1	1	1
RECEPTIONIST	0	0	1
TOTAL	2	2	3

Note: Receptionist Reclassified from
City Clerk's Department.

ADMINISTRATION

PROGRAM: CITY ATTORNEY

GOALS: To provide legal advice to the City Commission and City staff, to review all legal instruments of the City and to coordinate all litigation and other legal services for the City.

FISCAL YEAR	CLASSIFICATION	TOTAL COST
2008	ACTUAL	157,097
2009	BUDGET	120,000
2009	ESTIMATE	184,338
2010	ADOPTED	150,000

OBJECTIVES:

Respond to requests from the City Commission and City staff for legal opinions on specific matters.

Draft local ordinances in response to state and federal legislation concerning the City.

Provide defense/prosecution involving matters of litigation concerning the City.

Provide other legal services on specific matters.

RESULTS:

Ensure conformance to the law.

Provide the City Commission and staff with the best possible legal information on which to base decisions.

Protect the City's interest in matters of litigation.

Protect the City's interest in specific matters.

ADMINISTRATION

PROGRAM: CITY ATTORNEY

LINE ITEM DETAIL

	<u>2008</u>	<u>2009</u>	<u>2009</u>	<u>2010</u>
	<u>ACTUAL</u>	<u>BUDGET</u>	<u>ESTIMATE</u>	<u>ADOPTED</u>
SERVICE COSTS:				
3100 PROFESSIONAL SERVICES	<u>157,097</u>	<u>120,000</u>	<u>184,338</u>	<u>150,000</u>
TOTAL	157,097	120,000	184,338	150,000
TOTAL COST	157,097	120,000	184,338	150,000

ADMINISTRATION

PROGRAM: GENERAL SERVICES

GOALS: To provide preventive maintenance of City-owned buildings to prolong their usefulness and prevent more costly repairs.

FISCAL YEAR	CLASSIFICATION	TOTAL COST
2008	ACTUAL	194,425
2009	BUDGET	281,363
2009	ESTIMATE	283,757
2010	ADOPTED	272,944

OBJECTIVES:

Provide ongoing preventive maintenance of properties.

Respond to all building emergencies promptly.

Monitor and repair minor building deficiencies.

RESULTS:

Properties and buildings which are maintained in a respectable and safe condition.

Reduce damage and down time.

Provide a safe, clean and well maintained buildings for City use.

ADMINISTRATION

PROGRAM: GENERAL SERVICES

LINE ITEM DETAIL

		2008 ACTUAL	2009 BUDGET	2009 ESTIMATE	2010 ADOPTED
PERSONNEL COSTS:					
1200	REGULAR SALARIES AND WAGES	33,566	34,000	33,798	75,000
1230	LONGEVITY PAY	450	525	525	2,175
1400	OVERTIME	-	1,000	-	-
2100	F.I.C.A.	2,589	2,718	2,616	5,904
2200	RETIREMENT CONTRIBUTION	3,402	3,551	3,432	7,718
2300	LIFE AND HEALTH INSURANCE	3,922	3,712	4,196	11,387
2400	WORKERS COMPENSATION	7,479	7,857	9,832	4,795
TOTAL		51,408	53,363	54,399	106,979
SUPPLIES AND OTHER SERVICES:					
3400	OTHER CONTRACTUAL SERVICES	34,875	45,000	35,188	45,000
3100	COMMUNICATIONS	-	2,000	-	865
4300	UTILITY SERVICES	42,277	45,000	43,764	45,000
4600	REPAIR AND MAINTENANCE	40,231	100,000	119,666	50,000
4610	REPAIR AND MAINTENANCE - VEHICLES	40	500	238	-
5510	FUEL	-	500	-	100
5200	OPERATING SUPPLIES	22,139	25,000	30,503	25,000
6400	EQUIPMENT	3,455	-	-	-
9800	RESERVE FOR CONTINGENCY	-	10,000	-	-
TOTAL		143,017	228,000	229,358	165,965
TOTAL COST		194,425	281,363	283,757	272,944

Note: Beginning with FY 2010, Personnel Costs reflect reclassification of the Buyer Position from Purchasing.

ADMINISTRATION

PROGRAM: GENERAL SERVICES

MANPOWER ANALYSIS

NUMBER OF FULL-TIME/PART-TIME PERSONNEL

<u>POSITION</u>	<u>2008</u>	<u>2009</u>	<u>2010</u>
FACILITIES CONSTRUCTION AND MAINTENANCE SPECIALIST	1	1	1
RECREATION PROGRAM/COMMUNITY BUILDING COORDINATOR	0	0	1
TOTAL	1	1	2

Note: Buyer Reclassified from Purchasing.
Title Changed to Recreation
Program/Community Building Coordinator.

FINANCIAL SERVICES

PROGRAM: HUMAN RESOURCES

GOALS: To provide personnel management that anticipates and responds to changes in the nature and composition of the workplace, external social and economic pressures, organizational structures and technology.

FISCAL YEAR	CLASSIFICATION	TOTAL COST
2008	ACTUAL	458,848
2009	BUDGET	545,982
2009	ESTIMATE	480,127
2010	ADOPTED	542,719

OBJECTIVES:

To coordinate benefits and employee incentives, such as the Employee Assistance Program, the Employee of the Year Program, and the Drug-Free Workplace Program.

To coordinate the annual Employee Benefit Fair.

To manage workers compensation, liability insurance and unemployment claims issues.

RESULTS:

To encourage and assist employees to reach their full potential as members of the City.

To educate employees of the benefits available so they may make informed decisions.

To provide the City with the administrative services necessary to protect and insure the City's assets.

FINANCIAL SERVICES

PROGRAM: HUMAN RESOURCES

LINE ITEM DETAIL

	<u>2008</u>	<u>2009</u>	<u>2009</u>	<u>2010</u>
	<u>ACTUAL</u>	<u>BUDGET</u>	<u>ESTIMATE</u>	<u>ADOPTED</u>
PERSONNEL COSTS:				
1200 REGULAR SALARIES AND WAGES	91,353	92,100	97,673	126,340
1230 LONGEVITY PAY	4,800	5,000	8,200	9,175
1400 OVERTIME	1,191	1,000	4,059	-
2100 F.I.C.A.	6,981	7,505	8,109	10,367
2200 RETIREMENT CONTRIBUTION	9,555	9,663	11,051	13,348
2300 LIFE AND HEALTH INSURANCE	7,361	10,904	9,195	15,882
2400 WORKERS COMPENSATION	401	465	724	212
2500 UNEMPLOYMENT COMPENSATION	3,300	25,000	-	25,000
2800 EMPLOYEE PROGRAMS	8,316	11,000	8,517	6,500
TOTAL	133,258	162,637	147,528	206,824
SUPPLIES AND OTHER SERVICES:				
3100 PROFESSIONAL SERVICES	41,507	62,700	28,227	43,450
4020 EMPLOYEE DEVELOPMENT	552	4,820	11,434	5,675
4100 COMMUNICATIONS	-	-	-	250
4200 POSTAGE	95	250	72	100
4500 LIABILITY INSURANCE	265,705	275,000	278,292	269,525
4520 INSURANCE DEDUCTIBLE	9,974	10,000	3,832	5,000
4600 REPAIR AND MAINTENANCE	-	-	-	-
4700 PRINTING AND BINDING	-	3,800	1,848	2,000
4900 OTHER CHARGES AND OBLIGATIONS	3,374	20,000	4,415	5,000
5100 OFFICE SUPPLIES	940	1,500	1,821	2,000
5200 OPERATING SUPPLIES	1,138	2,150	1,458	2,000
5400 BOOKS, PUBS, SUBS & MEMBERSHIPS	674	1,325	40	895
6400 EQUIPMENT	1,632	1,800	1,160	-
TOTAL	325,590	383,345	332,599	335,895
TOTAL COST	458,848	545,982	480,127	542,719

Note: Beginning with FY 2010, Personnel Costs reflect reclassification of the Business Tax/HR Specialist Position from Utility Billing.

FINANCIAL SERVICES

PROGRAM: HUMAN RESOURCES

MANPOWER ANALYSIS

NUMBER OF FULL-TIME/PART-TIME PERSONNEL

<u>POSITION</u>	<u>2008</u>	<u>2009</u>	<u>2010</u>
HUMAN RESOURCES MANAGER	1	1	1
PAYROLL CLERK	1	1	1
BUSINESS TAX/HR SPECIALIST	0	0	1
TOTAL	2	2	3

CAPITAL OUTLAY

6400 - Equipment	\$ -
Total Capital Outlay	\$ -

Note: Business Tax/HR Specialist
Reclassified from Utility Billing.

FINANCIAL SERVICES

PROGRAM: PURCHASING

GOALS: To procure goods and services in the most efficient and effective way to achieve the best value while meeting the quality and delivery requirements of the City, and to maximize the purchasing power of public funds, while promoting fair and open competition.

FISCAL YEAR	CLASSIFICATION	TOTAL COST
2008	ACTUAL	132,735
2009	BUDGET	145,874
2009	ESTIMATE	136,390
2010	ADOPTED	74,243

OBJECTIVES:

Conduct surplus property disposals.

Combine Purchasing Policies, Chapter 16.5, with operating procedures manual to revise bid protest procedures and update bid thresholds and signature authority levels.

Continue to improve processes and the current service level through product research and implementation of innovative methods.

RESULTS:

Increase revenues while eliminating the need for storage of rolling stock and other equipment.

Simplify the revision process through the implementation of unified policies and procedures.

Improve efficiency of operations and reduce process time.

FINANCIAL SERVICES

PROGRAM: PURCHASING

LINE ITEM DETAIL

	<u>2008</u>	<u>2009</u>	<u>2009</u>	<u>2010</u>
	<u>ACTUAL</u>	<u>BUDGET</u>	<u>ESTIMATE</u>	<u>ADOPTED</u>
PERSONNEL COSTS:				
1200 REGULAR SALARIES AND WAGES	92,865	93,500	92,946	52,500
1230 LONGEVITY PAY	1,800	2,050	2,050	400
1400 OVERTIME	1,174	3,000	1,402	-
2100 F.I.C.A.	6,728	7,539	7,374	4,047
2200 RETIREMENT CONTRIBUTION	9,432	9,851	9,300	5,290
2300 LIFE AND HEALTH INSURANCE	9,743	9,219	9,089	5,585
2400 WORKERS COMPENSATION	401	465	648	71
TOTAL	122,143	125,624	122,808	67,893
SUPPLIES AND OTHER SERVICES:				
3400 OTHER CONTRACTUAL SERVICE	-	600	-	600
4020 EMPLOYEE DEVELOPMENT	4,066	6,850	7,160	2,500
4100 COMMUNICATION	2,116	2,350	2,197	625
4200 POSTAGE	128	450	101	125
4600 REPAIR AND MAINTENANCE	-	500	91	100
4700 PRINTING AND BINDING	2,263	2,300	333	500
4900 LEGAL ADVERTISING	276	1,200	165	400
5100 OFFICE SUPPLIES	571	600	498	600
5200 OPERATING SUPPLIES	214	600	300	300
5400 BOOKS, PUBS, SUBS & MEMBERSHIPS	958	1,200	417	600
6400 EQUIPMENT	-	3,600	2,320	-
TOTAL	10,592	20,250	13,582	6,350
TOTAL COST	132,735	145,874	136,390	74,243

Note: Beginning with FY 2010, Personnel Costs reflect reclassification of the Buyer Position to General Services.

FINANCIAL SERVICES

PROGRAM: PURCHASING

MANPOWER ANALYSIS

NUMBER OF FULL-TIME/PART-TIME PERSONNEL

<u>POSITION</u>	<u>2008</u>	<u>2009</u>	<u>2010</u>
PURCHASING MANAGER	1	1	1
BUYER	<u>1</u>	<u>1</u>	<u>0</u>
TOTAL	2	2	1

CAPITAL OUTLAY

6400 - Equipment	\$ -
Total Capital Outlay	\$ -

Note: Buyer Reclassified to General Services. Title Changed to Recreation Program/Community Building Coordinator.

FINANCIAL SERVICES

PROGRAM: FINANCE

GOALS: To provide and control fiscal programs to meet all legal, professional and management requirements.

FISCAL YEAR	CLASSIFICATION	TOTAL COST
2008	ACTUAL	244,774
2009	BUDGET	293,916
2009	ESTIMATE	250,609
2010	ADOPTED	271,473

OBJECTIVES:

To invest City funds to ensure safety of investment principal, provide for liquidity and maximize yield.

To provide complete and accurate financial data on a timely basis.

To continue to produce a Comprehensive Annual Financial Report that meets the GFOA Award for Excellence guidelines.

To continue to produce a high quality Annual Budget document that meets the GFOA award standards.

RESULTS:

To safeguard the City's liquid assets while earning interest to provide additional operating capital.

To provide data for staff to control costs, increase revenues and plan for the effects of change.

To maintain a positive image from the community on the City's finances.

To communicate effectively with the citizens of Longwood regarding results of operations as well as planning for the future.

FINANCIAL SERVICES

PROGRAM: FINANCE

LINE ITEM DETAIL

	<u>2008</u>	<u>2009</u>	<u>2009</u>	<u>2010</u>
	<u>ACTUAL</u>	<u>BUDGET</u>	<u>ESTIMATE</u>	<u>ADOPTED</u>
PERSONNEL COSTS:				
1200 REGULAR SALARIES AND WAGES	124,563	172,500	158,431	172,620
1230 LONGEVITY PAY	3,400	4,200	4,000	3,825
1400 OVERTIME	1,118	2,000	7,127	-
2100 F.I.C.A.	9,482	13,671	12,555	13,498
2200 RETIREMENT CONTRIBUTION	11,591	17,783	13,025	17,556
2300 LIFE AND HEALTH INSURANCE	4,454	12,164	4,686	11,812
2400 WORKERS COMPENSATION	603	698	1,028	212
TOTAL	155,211	223,016	200,852	219,523
SUPPLIES AND OTHER SERVICES:				
3200 ACCOUNTING AND AUDITING	21,200	38,900	33,200	31,000
3400 OTHER CONTRACTUAL SERVICES	53,000	1,000	1,067	-
4020 EMPLOYEE DEVELOPMENT	15	2,500	32	2,500
4100 COMMUNICATION	834	900	950	625
4200 POSTAGE	123	200	21	100
4600 REPAIR AND MAINTENANCE	-	1,000	31	100
4700 PRINTING AND BINDING	2,325	3,000	1,779	2,500
4900 OTHER CHARGES AND OBLIGATIONS	3,318	14,000	8,231	13,000
5100 OFFICE SUPPLIES	1,262	2,000	462	500
5200 OPERATING SUPPLIES	3,739	2,300	932	1,000
5400 BOOKS, PUBS, SUBS & MEMBERSHIPS	955	1,500	535	625
6400 EQUIPMENT	2,793	3,600	2,517	-
TOTAL	89,564	70,900	49,757	51,950
TOTAL COST	244,774	293,916	250,609	271,473

FINANCIAL SERVICES

PROGRAM: FINANCE

MANPOWER ANALYSIS

NUMBER OF FULL-TIME/PART-TIME PERSONNEL

<u>POSITION</u>	<u>2008</u>	<u>2009</u>	<u>2010</u>
FINANCIAL SERVICES DIRECTOR	1	1	1
ACCOUNTING MANAGER	1	1	1
ACCOUNTING CLERK	1	1	1
TOTAL	3	3	3

CAPITAL OUTLAY

6400 - Equipment	\$ -
Total Capital Outlay	\$ -

FINANCIAL SERVICES

PROGRAM: UTILITY BILLING

GOALS: To provide meter reading, monthly billing and collection services to customers who utilize the City's water, sewer and solid waste collection services by efficiently providing timely and responsive support to their needs concerning their utility account. To assist customers with various services, complaints and problems while ensuring compliance with department processes and City ordinances. To identify, bill and process all business license revenue services.

FISCAL YEAR	CLASSIFICATION	TOTAL COST
2008	ACTUAL	1,219,116
2009	BUDGET	1,232,418
2009	ESTIMATE	1,281,302
2010	ADOPTED	1,287,265

OBJECTIVES:

To continue to increase utilization of electronic meter reading and recording for those subdivisions equipped with encoder registers.

Insure the complete collection of business fees from both in and out of the City.

Process renewals and collect delinquents in a timely manner.

RESULTS:

Increased efficiency and accuracy in the meter reading and billing process.

Continued collections of business fees from both in and out of the City.

Continued processing of new applications and renewals.

FINANCIAL SERVICES

PROGRAM: UTILITY BILLING

LINE ITEM DETAIL

	<u>2008</u>	<u>2009</u>	<u>2009</u>	<u>2010</u>
	<u>ACTUAL</u>	<u>BUDGET</u>	<u>ESTIMATE</u>	<u>ADOPTED</u>
PERSONNEL COSTS:				
1200 REGULAR SALARIES AND WAGES	147,714	141,780	131,350	109,500
1230 LONGEVITY PAY	5,500	5,475	5,175	4,025
1400 OVERTIME	251	1,000	78	-
2100 F.I.C.A.	10,967	11,342	10,008	8,685
2200 RETIREMENT CONTRIBUTION	15,401	15,296	14,344	11,874
2300 LIFE AND HEALTH INSURANCE	18,161	18,244	15,694	16,619
2400 WORKERS COMPENSATION	4,426	931	1,092	212
TOTAL	202,420	194,068	177,742	150,915
SUPPLIES AND OTHER SERVICES:				
3400 OTHER CONTRACTUAL SERVICES	68,677	76,000	68,055	61,500
4020 EMPLOYEE DEVELOPMENT	240	1,500	908	1,000
4100 COMMUNICATION	1,407	1,500	1,274	700
4200 POSTAGE	28,567	30,000	37,259	30,000
4310 SOLID WASTE DISPOSAL	885,027	900,000	981,109	1,020,000
4600 REPAIR AND MAINTENANCE	-	350	-	-
4610 REPAIR AND MAINTENANCE - VEHICLES	427	1,000	1,209	-
4700 PRINTING AND BINDING	747	2,500	266	500
4900 OTHER CHARGES AND OBLIGATIONS	7,589	14,000	6,999	15,000
5100 OFFICE SUPPLIES	877	2,000	1,233	1,500
5200 OPERATING SUPPLIES	9,392	4,000	1,869	2,000
5510 FUEL	194	1,500	1,005	1,000
5400 BOOKS, Pubs, Subs & Memberships	1,455	400	53	150
6400 EQUIPMENT	12,097	3,600	2,320	3,000
TOTAL	1,016,697	1,038,350	1,103,560	1,136,350
TOTAL COST	1,219,116	1,232,418	1,281,302	1,287,265

FINANCIAL SERVICES

PROGRAM: UTILITY BILLING

MANPOWER ANALYSIS

NUMBER OF FULL-TIME/PART-TIME PERSONNEL

<u>POSITION</u>	<u>2008</u>	<u>2009</u>	<u>2010</u>
UTILITY BILLING MANAGER	1	1	1
OCCUPATIONAL LICENSE CLERK	1	1	0
CUSTOMER SERVICE REPRESENTATIVE	<u>2</u>	<u>2</u>	<u>2</u>
TOTAL	4	4	3

CAPITAL OUTLAY

6400 - Equipment	
Replacement Computer	\$ 1,000
Upgrade Handheld Meter Reading Equip.	<u>2,000</u>
Total capital outlay	\$ 3,000

Note: Occupational License Clerk
Reclassified to Personnel. Title
Changed to Business Tax/HR Specialist.

FINANCIAL SERVICES

PROGRAM: INFORMATION TECHNOLOGY

GOALS: To utilize the most innovative, effective and efficient forms of technology for optimal service delivery and communication, and to maintain all hardware and software utilized for the City's computer and telecommunications systems.

FISCAL YEAR	CLASSIFICATION	TOTAL COST
2008	ACTUAL	461,119
2009	BUDGET	519,569
2009	ESTIMATE	502,606
2010	ADOPTED	473,973

OBJECTIVES:

Increase the manageability of computer workstations.

To continue to offer employees a comprehensive training program to enable them to achieve a level of proficiency with the City's hardware and software.

Improve and enhance the City's internet presence and website

Continue to maintain a high level of reliability and minimal downtime with regard to technology infrastructure and mission critical systems.

Replace older technology telephone and communication system with newer technology, while improving communication services and reliability and providing platform for outsourcing provision of data sources.

Complete implementation of a comprehensive document imaging service.

RESULTS:

Maximize the benefit of information technology expenditures.

Enable employees to improve their efficiency and processes by utilizing new technologies.

Increase levels of communication with the citizens of Longwood.

Ensure minimal productivity losses and minimal impact of mission critical systems.

Maximize the benefit of technology and reduce the need for on-site storage of documents.

FINANCIAL SERVICES

PROGRAM: INFORMATION TECHNOLOGY
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LINE ITEM DETAIL

		<u>2008</u>	<u>2009</u>	<u>2009</u>	<u>2010</u>
		<u>ACTUAL</u>	<u>BUDGET</u>	<u>ESTIMATE</u>	<u>ADOPTED</u>
PERSONNEL COSTS:					
1200	REGULAR SALARIES AND WAGES	69,191	70,040	69,225	70,000
1230	LONGEVITY PAY	1,500	1,500	1,650	1,500
2100	F.I.C.A.	5,395	5,473	5,454	5,470
2200	RETIREMENT CONTRIBUTION	7,069	7,154	7,143	7,150
2300	LIFE AND HEALTH INSURANCE	4,181	4,276	4,441	5,710
2400	WORKERS COMPENSATION	201	233	408	71
	TOTAL	87,536	88,676	88,321	89,901
SUPPLIES AND OTHER SERVICES:					
3100	PROFESSIONAL SERVICES	3,834	14,000	10,667	10,000
3400	OTHER CONTRACTUAL SERVICES	186,481	200,500	215,402	198,265
4020	EMPLOYEE DEVELOPMENT	4,253	7,000	100	-
4100	COMMUNICATIONS	46,044	50,800	40,953	36,025
4200	POSTAGE	32	1,000	-	1,000
4400	RENTALS AND LEASES	50,471	46,600	78,194	49,200
4600	REPAIR AND MAINTENANCE	1,602	15,000	633	15,000
5200	OPERATING SUPPLIES	16,312	40,220	14,890	18,400
5400	BOOKS, PUBS, SUBS & MEMBERSHIPS	75	275	-	125
7100	CAPITAL LEASE PRINCIPAL	34,528	36,056	36,056	37,651
7200	CAPITAL LEASE INTEREST	6,530	5,002	5,002	3,406
6400	EQUIPMENT	23,421	14,440	12,387	15,000
	TOTAL	373,583	430,893	414,284	384,072
	TOTAL COST	461,119	519,569	502,606	473,973

FINANCIAL SERVICES

PROGRAM: INFORMATION TECHNOLOGY

MANPOWER ANALYSIS

NUMBER OF FULL-TIME/PART-TIME PERSONNEL

<u>POSITION</u>	<u>2008</u>	<u>2009</u>	<u>2010</u>
INFORMATION TECHNOLOGY MANAGER	1	1	1
TOTAL	1	1	1

CAPITAL OUTLAY

6400 - Equipment E-mail Archive System		\$ 15,000
Total Equipment		\$ 15,000
Total Capital Outlay		15,000

POLICE

PROGRAM: LAW ENFORCEMENT

GOALS: To provide management and organizational support to all levels of operations to facilitate goal attainment. To manage and supervise all personnel and program functions in support of police operations. Enhance training for individuals and develop modern crime fighting techniques utilizing advanced and innovative equipment and procedures to protect and serve the citizens of Longwood. Enforce laws and City codes.

FISCAL YEAR	CLASSIFICATION	TOTAL COST
2008	ACTUAL	4,393,690
2009	BUDGET	4,692,703
2009	ESTIMATE	4,625,504
2010	ADOPTED	4,069,803

OBJECTIVES:

Provide training consistent with current procedures to update job skills and promote acceptable performance levels.

Provide programs that promote police operations by utilizing proper managerial and supervisory skills.

Administer effectively and maintain a high level of service and professionalism for the public good.

Compliance with all pertinent City codes.

RESULTS:

A proficient police organization capable of maintaining law and order and providing those special services the community requires of a municipal police department.

To insure the community receives the highest caliber police officer capable of performing to their expectations with the available budgetary considerations.

To provide the latest in resources and equipment to accomplish the goals of law and order and service to the community in accordance with available funding constraints.

To provide a safe, clean and high quality community.

POLICE

PROGRAM: LAW ENFORCEMENT

LINE ITEM DETAIL

	<u>2008</u>	<u>2009</u>	<u>2009</u>	<u>2010</u>
	ACTUAL	BUDGET	ESTIMATE	ADOPTED
PERSONNEL COSTS:				
1200 REGULAR SALARIES AND WAGES	2,054,970	2,255,100	2,093,202	2,251,331
1230 LONGEVITY PAY	56,450	61,950	63,933	66,950
1240 HOLIDAY PAY	85,022	104,349	110,630	102,203
1250 COMMUNITY BUILDING DETAIL	7,973	15,000	8,700	15,000
1260 SPECIAL ASSIGNMENT PAY	43,516	40,000	44,155	35,000
1400 OVERTIME	201,795	150,000	225,999	150,000
1520 EDUCATION INCENTIVE	31,357	31,080	31,837	30,120
2100 F.I.C.A.	182,289	202,915	188,930	202,771
2200 RETIREMENT CONTRIBUTION	185,020	310,126	283,869	307,046
2300 LIFE AND HEALTH INSURANCE	204,012	237,139	206,540	273,447
2400 WORKERS COMPENSATION	106,442	113,789	152,062	79,172
TOTAL	3,158,846	3,521,448	3,409,858	3,513,040
SUPPLIES AND OTHER SERVICES:				
3100 PROFESSIONAL SERVICES	-	12,000	-	12,000
3400 OTHER CONTRACTUAL SERVICES	33,507	39,681	46,261	51,865
4020 EMPLOYEE DEVELOPMENT	5,142	-	-	-
4100 COMMUNICATIONS	49,504	55,000	50,301	38,760
4200 POSTAGE	448	750	10	250
4300 UTILITY SERVICES	32,271	33,000	34,968	35,000
4400 RENTALS AND LEASES	30,259	90,024	27,493	17,100
4600 REPAIR AND MAINTENANCE	85,567	73,000	51,752	45,000
4610 REPAIR AND MAINTENANCE - VEHICLES	68,562	51,000	96,952	-
4700 PRINTING AND BINDING	3,916	4,000	2,501	4,000
4800 COMMUNITY RELATIONS	7,676	8,500	7,360	6,500
5100 OFFICE SUPPLIES	8,115	10,500	7,737	8,500
5200 OPERATING SUPPLIES	166,501	94,000	209,834	91,174
5400 BOOKS, PUBS, SUBS & MEMBERSHIPS	3,241	4,000	4,488	2,064
5500 FUELS AND LUBRICANTS	128,073	145,000	86,802	122,000
6400 EQUIPMENT	612,060	550,800	589,188	112,550
9800 CONTINGENCY	-	-	-	10,000
TOTAL	1,234,844	1,171,255	1,215,647	556,763
TOTAL COST	4,393,690	4,692,703	4,625,504	4,069,803

POLICE

PROGRAM: LAW ENFORCEMENT

MANPOWER ANALYSIS

NUMBER OF FULL-TIME/PART-TIME PERSONNEL

<u>POSITION</u>	<u>2008</u>	<u>2009</u>	<u>2010</u>
POLICE CHIEF	1	1	1
POLICE COMMANDER	3	3	3
POLICE SERGEANTS	6	6	6
POLICE OFFICERS	30	30	30
RECORDS CLERK	1	1	1
EVIDENCE CUSTODIAN	1	1	1
CODE ENFORCEMENT OFFICER	2	2	3
SECRETARY	2	2	1
ADMINISTRATIVE SECRETARY	1	1	1
TOTAL	47	47	47

CAPITAL OUTLAY

6400 - Equipment:	
1 Police Motorcycle	\$ 15,400
Replacement computers (9)	9,000
JAG GRANT	
Laptops	51,608
Covert Wall Clock Camera	860
Mobile 800 Radios	7,280
Decatur Radar (Motorcycles)	18,550
Ballistic Tactical Vest SRT	9,852
	<hr/>
Total capital outlay	\$ 112,550

FIRE

PROGRAM: FIRE AND RESCUE

GOALS: To provide comprehensive services for the protection of citizens from the damages of fire and medical emergencies and to provide prevention and education services that are responsive to the needs of the community.

FISCAL YEAR	CLASSIFICATION	TOTAL COST
2008	ACTUAL	4,262,662
2009	BUDGET	4,187,646
2009	ESTIMATE	4,043,090
2010	ADOPTED	3,887,942

OBJECTIVES:

Provide a high level of fire prevention and related services commensurate with community expectations through effective administration.

Continue evaluating Fire Department Accreditation.

Improve commercial pre-fire planning process and documentation.

RESULTS:

A well trained staff capable of providing a wide range of information and services responsive to the community's needs.

Encourage quality improvement through a continuous self assessment process.

Increase positive contact with the businesses and keep up to date with any changes to the interior of buildings.

FIRE

PROGRAM: FIRE AND RESCUE

LINE ITEM DETAIL

		2008	2009	2009	2010
		ACTUAL	BUDGET	ESTIMATE	ADOPTED
PERSONNEL COSTS:					
1200	REGULAR SALARIES AND WAGES	1,630,056	1,747,732	1,743,374	1,800,125
1230	LONGEVITY PAY	31,333	29,175	32,789	23,700
1240	HOLIDAY PAY	67,136	82,152	81,038	81,789
1250	PARAMEDIC PAY	118,999	133,000	139,999	147,000
1400	OVERTIME	356,440	420,644	397,783	374,860
1520	EDUCATION INCENTIVE	11,134	9,600	12,291	12,120
2100	F.I.C.A.	162,752	185,306	184,156	186,629
2200	RETIREMENT CONTRIBUTION	230,579	341,906	296,944	322,509
2300	LIFE AND HEALTH INSURANCE	178,616	209,671	191,478	234,521
2400	WORKERS COMPENSATION	151,167	160,145	201,258	79,613
	TOTAL	2,938,213	3,319,331	3,281,110	3,262,866
SUPPLIES AND OTHER SERVICES:					
3100	PROFESSIONAL SERVICES	74,250	-	-	-
3400	OTHER CONTRACTUAL SERVICES	103,053	125,050	140,805	75,605
4020	EMPLOYEE DEVELOPMENT	49,348	93,725	46,665	6,220
4100	COMMUNICATIONS	11,597	9,850	13,414	12,230
4200	POSTAGE	774	600	486	600
4300	UTILITY SERVICES	24,763	23,000	26,097	27,000
4400	RENTALS AND LEASES	5,570	10,700	10,424	7,700
4600	REPAIR AND MAINTENANCE	329,177	28,250	17,815	38,250
4610	REPAIR AND MAINTENANCE - VEHICLES	11,574	15,000	2,665	32,000
4700	PRINTING AND BINDING	2,167	3,500	1,868	2,500
4800	COMMUNITY RELATIONS	-	-	-	-
4900	OTHER CHARGES AND OBLIGATIONS	3,859	7,609	18	-
5100	OFFICE SUPPLIES	1,248	3,500	811	1,000
5200	OPERATING SUPPLIES	153,985	181,585	154,104	111,774
5400	BOOKS, PUBS, SUBS & MEMBERSHIPS	6,810	10,625	5,680	1,720
5510	FUEL	33,751	36,000	21,810	30,000
6200	BUILDINGS	-	-	-	-
6400	EQUIPMENT	290,504	97,300	97,300	56,458
7100	PRINCIPAL	166,911	173,855	173,854	181,086
7200	INTEREST	55,109	48,166	48,165	40,933
	TOTAL	1,324,450	868,315	761,980	625,076
	TOTAL COST	4,262,662	4,187,646	4,043,090	3,887,942

FIRE

PROGRAM: FIRE AND RESCUE

MANPOWER ANALYSIS

NUMBER OF FULL-TIME/PART-TIME PERSONNEL

<u>POSITION</u>	<u>2008</u>	<u>2009</u>	<u>2010</u>
FIRE CHIEF	1	1	1
FIRE MARSHAL	1	1	0
BATTALION CHIEF	3	3	3
LIEUTENANT	6	6	6
ENGINEER	9	9	9
FIREFIGHTER	18	18	18
TRAINING OFFICER	1	1	0
DIVISION CHIEF TRAINING	0	0	1
DIVISION CHIEF FIRE PREVENTION	0	0	1
ADMINISTRATIVE SECRETARY	1	1	1
TOTAL	40	40	40

CAPITAL OUTLAY

6400 - Equipment

Scott Air Bottles 30	\$ 37,650
Scott Air Packs (2)	11,308
Physio Control Lifepack Monitor/Defibrillator	7,500
 Total capital outlay	 <u>\$ 56,458</u>

COMMUNITY DEVELOPMENT

PROGRAM: PLANNING/ECONOMIC DEVELOPMENT

GOALS: To promote the physical and economic development/redevelopment of property within the City in a manner consistent with adopted plans, regulations and policies. To provide the planning, organization, direction and supervisory services necessary to implement the functions managed under the jurisdiction of the program.

FISCAL YEAR	CLASSIFICATION	TOTAL COST
2008	ACTUAL	567,742
2009	BUDGET	624,382
2009	ESTIMATE	682,183
2010	ADOPTED	367,154

OBJECTIVES:

Keep the City in compliance with state and county planning and development requirements.

Process applications for development and redevelopment, voluntary annexations, comp plan amendments and variances in a timely manner.

Protect and preserve the City's natural environment.

Aid and advise citizens, organizations and City staff in engineering and other matters requiring engineering expertise

RESULTS:

Maintain strict compliance with all applicable regulations.

Continued ability to provide a variety of services which stimulate the development and redevelopment of property in the City.

Promote the City as a desirable place to live and work.

Provides better services to the public and staff regarding their engineering needs.

Manage budget and resources for their maximum potential.

COMMUNITY DEVELOPMENT

PROGRAM: PLANNING/ECONOMIC DEVELOPMENT

LINE ITEM DETAIL

		2008 ACTUAL	2009 BUDGET	2009 ESTIMATE	2010 ADOPTED
PERSONNEL COSTS:					
1200	REGULAR SALARIES AND WAGES	223,117	259,000	230,536	219,000
1230	LONGEVITY PAY	825	1,700	7,733	300
1400	OVERTIME	830	1,000	385	-
2100	F.I.C.A.	16,499	20,020	18,071	16,776
2200	RETIREMENT CONTRIBUTION	22,233	26,170	25,181	21,930
2300	LIFE AND HEALTH INSURANCE	22,576	23,118	23,477	22,583
2400	WORKERS COMPENSATION	11,350	7,574	9,205	3,215
	TOTAL	297,429	338,582	314,588	283,804
SUPPLIES AND OTHER SERVICES:					
3100	PROFESSIONAL SERVICES	167,184	240,000	275,354	20,000
3400	OTHER CONTRACTUAL SERVICES	90,935	18,700	61,922	50,100
4020	EMPLOYEE DEVELOPMENT	1,294	5,000	919	4,000
4100	COMMUNICATION	665	1,000	630	650
4200	POSTAGE	13	300	-	-
4600	REPAIRS AND MAINTENANCE	25	500	246	250
4610	REPAIRS AND MAINTENANCE - VEHICLES	216	750	1,755	-
4700	PRINTING AND BINDING	428	2,000	240	1,000
5100	OFFICE SUPPLIES	1,889	1,500	1,777	1,500
5200	OPERATING SUPPLIES	2,377	4,850	2,502	3,850
5400	BOOKS, PUBS, SUBS & MEMBERSHIPS	1,239	2,000	1,298	1,500
5500	FUEL	1,071	2,000	364	500
6400	EQUIPMENT	2,979	7,200	20,588	-
	TOTAL	270,313	285,800	367,595	83,350
	TOTAL COST	567,742	624,382	682,183	367,154

COMMUNITY DEVELOPMENT

PROGRAM: PLANNING/ECONOMIC DEVELOPMENT

MANPOWER ANALYSIS

NUMBER OF FULL-TIME/PART-TIME PERSONNEL

<u>POSITION</u>	<u>2008</u>	<u>2009</u>	<u>2010</u>
COMMUNITY DEVELOPMENT DIRECTOR	1	1	1
SECRETARY	1	1	1
ENGINEER	1	1	0
PLANNER	1	1	0
PLANNER/STORMWATER	1	1	1
PLANNER/ED/GRANTS WRITER	1	1	1
TOTAL	6	6	4

CAPITAL OUTLAY

6400 - Equipment

Total Capital Outlay

\$ -

COMMUNITY DEVELOPMENT

PROGRAM: BUILDING

GOALS: To organize the services necessary to implement the functions managed under the jurisdiction of the Building Division. To ensure that all construction within the City conforms to all applicable state and local codes and improve the image, reputation and attractiveness of the City to its current and potential residents.

FISCAL YEAR	CLASSIFICATION	TOTAL COST
2008	ACTUAL	254,832
2009	BUDGET	324,035
2009	ESTIMATE	290,388
2010	ADOPTED	166,028

OBJECTIVES:

Conduct the Building Division in a professional and efficient manner which benefits the community.

Review all building plans to ensure compliance with all applicable codes.

Issue permits in the City where required by applicable codes.

Provide comprehensive inspections and ensure proper construction practices are followed.

RESULTS:

A professional and expeditious operation of the Building Division.

Construction plans that maintain compliance with applicable codes.

Promotion of health, safety and welfare through the permitting process.

To provide inspections to ensure safe and proper installations.

COMMUNITY DEVELOPMENT

PROGRAM: BUILDING

LINE ITEM DETAIL

	<u>2008</u>	<u>2009</u>	<u>2009</u>	<u>2010</u>
	<u>ACTUAL</u>	<u>BUDGET</u>	<u>ESTIMATE</u>	<u>ADOPTED</u>
PERSONNEL COSTS:				
1200 REGULAR SALARIES AND WAGES	60,675	73,000	48,702	119,000
1230 LONGEVITY PAY	400	500	500	500
1400 OVERTIME	187	2,000	-	-
2100 F.I.C.A.	4,589	5,776	3,680	9,142
2200 RETIREMENT CONTRIBUTION	6,108	7,547	4,912	11,950
2300 LIFE AND HEALTH INSURANCE	6,107	11,897	4,298	11,263
2400 WORKERS COMPENSATION	401	465	484	3,073
TOTAL	78,466	101,185	62,575	154,928
SUPPLIES AND OTHER SERVICES:				
3400 OTHER CONTRACTUAL SERVICES	171,392	216,600	226,137	6,600
4020 EMPLOYEE DEVELOPMENT	-	2,000	-	1,000
4100 COMMUNICATIONS	-	-	-	-
4200 POSTAGE	-	150	-	150
4600 REPAIR AND MAINTENANCE	-	500	-	500
4700 PRINTING AND BINDING	284	600	367	600
5100 OFFICE SUPPLIES	471	1,000	776	1,000
5200 OPERATING SUPPLIES	37	1,000	-	500
5400 BOOKS, PUBS, SUBS & MEMBERSHIPS	140	1,000	533	750
6400 EQUIPMENT	4,042	-	-	-
TOTAL	176,366	222,850	227,813	11,100
TOTAL COST	254,832	324,035	290,388	166,028

COMMUNITY DEVELOPMENT

PROGRAM: BUILDING

MANPOWER ANALYSIS

NUMBER OF FULL-TIME/PART-TIME PERSONNEL

<u>POSITION</u>	<u>2008</u>	<u>2009</u>	<u>2010</u>
BUILDING OFFICIAL	1	1	1
BUILDING ASSISTANT	0	0	0
BUILDING INSPECTOR	0	0	0
BUILDING DEPARTMENT COORDINATOR	1	1	1
PERMIT CLERK	1	1	0
TOTAL	3	3	2

CAPITAL OUTLAY

6400 - Equipment:

Total equipment

\$ -

LEISURE SERVICES

PROGRAM: LEISURE SERVICES

GOALS: To promote the public welfare by providing opportunities for wholesome and affordable recreation, and offer the citizens active/passive leisure activities that are essential to their well-being.

FISCAL YEAR	CLASSIFICATION	TOTAL COST
2008	ACTUAL	529,544
2009	BUDGET	537,707
2009	ESTIMATE	647,104
2010	ADOPTED	1,442,819

OBJECTIVES:

Provide an environment that encourages educational, recreational and cultural opportunities through cost efficient programming and facilities.

Continue implementation of the Parks and Recreation Master Plan.

RESULTS:

To provide programs, resources and facilities which are relevant, attractive and affordably accessible to the public.

To update all existing facilities in the parks.

LEISURE SERVICES

PROGRAM: LEISURE SERVICES

LINE ITEM DETAIL

	2008	2009	2009	2010
	ACTUAL	BUDGET	ESTIMATE	ADOPTED
PERSONNEL COSTS:				
1200 REGULAR SALARIES AND WAGES	130,854	135,660	117,010	379,537
1230 LONGEVITY	600	800	800	2,075
1400 OVERTIME	45	500	186	20,000
2100 F.I.C.A.	9,671	10,439	8,445	30,723
2200 RETIREMENT CONTRIBUTION	10,033	10,174	10,242	36,609
2300 LIFE AND HEALTH INSURANCE	9,988	14,830	9,923	60,819
2400 WORKERS COMPENSATION	15,053	14,454	10,596	17,156
TOTAL	176,244	186,857	157,202	546,919
SUPPLIES AND OTHER SERVICES:				
3100 PROFESSIONAL SERVICES	2,650	33,500	24,800	-
3400 OTHER CONTRACTUAL SERVICES	6,776	16,800	11,747	48,500
3410 INSTRUCTOR FEES	11,582	40,700	6,991	12,800
4020 EMPLOYEE DEVELOPMENT	1,755	4,400	593	2,750
4100 COMMUNICATIONS	2,173	3,000	2,220	4,750
4200 POSTAGE	60	500	11	100
4300 UTILITY SERVICES	-	-	-	90,000
4400 RENTALS AND LEASES	7,374	23,100	10,469	14,100
4600 REPAIR AND MAINTENANCE	1,000	40,000	77,957	87,000
4610 REPAIR AND MAINTENANCE - VEHICLES	-	500	-	-
4700 PRINTING AND BINDING	5,431	9,750	4,628	2,000
4800 COMMUNITY RELATIONS	44,151	43,000	47,495	17,500
5100 OFFICE SUPPLIES	333	600	10	400
5200 OPERATING SUPPLIES	1,462	1,000	845	73,850
5210 PROGRAM SUPPLIES	40,048	20,200	18,157	10,450
5400 BOOKS, PUBS, SUBS & MEMBERSHIPS	1,470	2,000	2,111	900
5500 FUEL	571	1,000	290	10,000
6300 IMPROVEMENTS	226,466	109,000	280,418	500,000
6400 EQUIPMENT	-	1,800	1,160	20,800
TOTAL	353,300	350,850	489,902	895,900
TOTAL COST	529,544	537,707	647,104	1,442,819

Note: Beginning with FY 2010, this Program will be combined with Property Maintenance and re-named Leisure Services.

LEISURE SERVICES

PROGRAM: LEISURE SERVICES

MANPOWER ANALYSIS

NUMBER OF FULL-TIME/PART-TIME PERSONNEL

<u>POSITION</u>	<u>2008</u>	<u>2009</u>	<u>2010</u>
LEISURE SERVICES DIRECTOR	1	1	1
PARKS SERVICE SUPERVISOR	0	0	1
PARKS SERVICE SPECIALIST I	0	0	5
PARKS SERVICE SPECIALIST II	0	0	3
RECREATION PROGRAM COORDINATOR	1	1	1
TOTAL	2	2	11

CAPITAL OUTLAY

6300 - Improvements	
Reiter Park	<u>500,000</u>
 Total Improvements	 \$ 500,000
 6400 - Equipment	
Replacement Computers (1)	1,000
Excel Hustler 3400 Deck	4,800
2009 Ford Truck	<u>15,000</u>
 Total Equipment	 \$ 20,800
 Total Capital Outlay	 \$ 520,800

PUBLIC WORKS

PROGRAM: STREETS

GOALS: To maintain the City's Stormwater system, streets, sidewalks and rights of way efficiently within the allotted financial and labor resources.

FISCAL YEAR	CLASSIFICATION	TOTAL COST
2008	ACTUAL	1,597,465
2009	BUDGET	1,761,384
2009	ESTIMATE	1,823,821
2010	ADOPTED	1,678,662

OBJECTIVES:

Utilize a private contractor to maintain all applicable rights of way.

Use innovative ideas and processes that will improve maintenance programs, plans and direction which ensure that City resources and personnel are trained and educated at their most efficient and productive level.

Regular maintenance, cleaning procedures and repairs of the City's stormwater system

RESULTS:

Better maintained rights of way.

Efficient and productive use of City personnel, equipment and materials to accomplish immediate goals and long range planning of these resources.

Allow maximum efficiency of stormwater run-off.

City property that is safe and attractive.

PUBLIC WORKS

PROGRAM: STREETS

		LINE ITEM DETAIL			
		2008	2009	2009	2010
		ACTUAL	BUDGET	ESTIMATE	ADOPTED
PERSONNEL COSTS:					
1200	REGULAR SALARIES AND WAGES	460,338	491,217	457,188	612,110
1230	LONGEVITY PAY	8,575	8,800	9,025	9,800
1400	OVERTIME	40,739	30,000	37,029	20,000
2100	F.I.C.A.	37,316	40,546	37,657	49,106
2200	RETIREMENT CONTRIBUTION	50,157	52,920	50,388	64,076
2300	LIFE AND HEALTH INSURANCE	53,354	62,498	46,904	91,750
2400	WORKERS COMPENSATION	50,270	56,443	71,357	32,370
TOTAL		700,750	742,424	709,548	879,212
SUPPLIES AND OTHER SERVICES:					
3100	PROFESSIONAL SERVICES	2,780	16,000	321,101	30,000
3400	OTHER CONTRACTUAL SERVICES	265,433	239,360	249,031	118,750
4020	EMPLOYEE DEVELOPMENT	6,996	7,200	4,642	4,500
4100	COMMUNICATIONS	8,446	9,000	7,671	6,250
4200	POSTAGE	-	400	38	100
4300	UTILITY SERVICES	278,138	363,000	289,127	296,500
4400	RENTALS AND LEASES	2,890	15,000	3,339	5,000
4600	REPAIR AND MAINTENANCE	141,625	175,200	106,199	149,500
4610	REPAIR AND MAINTENANCE - VEHICLES	28,123	20,000	23,709	75,000
4700	PRINTING AND BINDING	1,139	1,000	110	500
4900	OTHER CHARGES AND OBLIGATIONS	-	50,000	-	-
5100	OFFICE SUPPLIES	2,197	4,000	1,391	750
5200	OPERATING SUPPLIES	49,527	10,000	58,108	34,250
5230	SAFETY SUPPLIES	10,486	20,000	14,005	20,000
5300	ROAD MATERIALS AND SUPPLIES	11,137	20,000	16,265	20,000
5400	BOOKS, PUBS, SUBS & MEMBERSHIPS	1,097	2,000	1,635	2,600
5500	FUEL	31,718	45,000	15,003	20,000
5540	LUBRICANTS	-	1,000	-	1,000
6300	IMPROVEMENTS	-	-	-	-
6400	EQUIPMENT	54,983	10,800	2,899	14,750
9800	RESERVE FOR CONTINGENCY	-	10,000	-	-
Total		896,716	1,018,960	1,114,273	799,450
Total Cost		1,597,465	1,761,384	1,823,821	1,678,662

PUBLIC WORKS

PROGRAM: STREETS

MANPOWER ANALYSIS

NUMBER OF FULL-TIME/PART-TIME PERSONNEL

<u>POSITION</u>	<u>2008</u>	<u>2009</u>	<u>2010</u>
ADMINISTRATIVE ASSISTANT	1	1	1
PUBLIC WORKS DIRECTOR/CITY ENG	0	0	1
PUBLIC WORKS FIELD SUPERINTENDENT	1	1	0
PUBLIC WORKS FLEET SUPERVISOR	0	0	1
MECHANIC	0	0	1
PUBLIC WORKS MAINT. SPECIALIST I	7	7	6
PUBLIC WORKS MAINT. SPECIALIST II	3	3	3
PUBLIC WORKS STREETS SUPERVISOR	1	1	1
HORTICULTURE SPECIALIST I	0	0	1
STREETS DIVISION MANAGER	1	1	1
TOTAL	14	14	16

CAPITAL OUTLAY

6400 - Equipment:	
F150 Ford Pick Up (1)	13,750
Replacement Computers (1)	1,000
Total Equipment	<u>\$ 14,750</u>

Note: Public Works Maintenance Supervisor is being
Reclassified from Property Maintenance. Title
Changed to Horticulture Specialist I.

PUBLIC WORKS

PROGRAM: PROPERTIES MAINTENANCE

GOALS: To consistently fulfill maintenance requirements to keep all active/passive parks, grounds and cemetery facilities in a well-groomed condition.

FISCAL YEAR	CLASSIFICATION	TOTAL COST
2008	ACTUAL	861,197
2009	BUDGET	1,102,418
2009	ESTIMATE	958,223
2010	ADOPTED	-

OBJECTIVES:

Provide attractive, safe grounds in which various leagues and the City can conduct recreational activities throughout the year.

Continue to implement improved methods of maintenance that are safe and aesthetically pleasing for all parks used by the public for leisure activities.

Improve planning and scheduling of maintenance and landscaping for all City grounds and other rights-of-way.

RESULTS:

Fields and grounds that are suitable for recreational sports and general use.

A high level of maintenance that attracts residential use of City parks.

City grounds and rights-of-way that are safe and attractive.

PUBLIC WORKS

PROGRAM: PROPERTIES MAINTENANCE
--

LINE ITEM DETAIL

	<u>2008</u>	<u>2009</u>	<u>2009</u>	<u>2010</u>
	<u>ACTUAL</u>	<u>BUDGET</u>	<u>ESTIMATE</u>	<u>ADOPTED</u>
PERSONNEL COSTS:				
1200 REGULAR SALARIES AND WAGES	330,735	301,223	328,742	-
1230 LONGEVITY PAY	4,275	4,575	4,425	-
1400 OVERTIME	31,276	35,000	32,480	-
2100 F.I.C.A.	25,957	26,071	25,533	-
2200 RETIREMENT CONTRIBUTION	34,500	33,877	34,196	-
2300 LIFE AND HEALTH INSURANCE	55,893	50,373	46,617	-
2400 WORKERS COMPENSATION	10,745	17,849	28,190	-
TOTAL	493,381	468,968	500,183	-
SUPPLIES AND OTHER SERVICES:				
3400 OTHER CONTRACTUAL SERVICES	53,850	93,250	57,104	-
4020 EMPLOYEE DEVELOPMENT	5,216	6,000	5,861	-
4100 COMMUNICATIONS	5,578	6,600	5,898	-
4200 POSTAGE	26	300	-	-
4300 UTILITY SERVICES	80,584	180,000	79,351	-
4400 RENTALS AND LEASES	2,405	5,000	5,875	-
4600 REPAIR AND MAINTENANCE	110,683	177,500	207,518	-
4610 REPAIR AND MAINTENANCE - VEHICLES	19,679	20,000	23,698	-
5100 OFFICE SUPPLIES	559	500	491	-
5200 OPERATING SUPPLIES	62,883	103,300	62,417	-
5400 BOOKS, PUBS, SUBS & MEMBERSHIPS	673	1,000	957	-
5500 FUEL	22,060	30,000	8,870	-
6300 IMPROVEMENTS	-	-	-	-
6400 EQUIPMENT	3,621	-	-	-
9800 RESERVE FOR CONTINGENCY	-	10,000	-	-
TOTAL	367,815	633,450	458,040	-
TOTAL COST	861,197	1,102,418	958,223	-

Note: Beginning with FY 2010, this Program will be combined with Recreation and renamed Leisure Services.

PUBLIC WORKS

PROGRAM: PROPERTIES MAINTENANCE

MANPOWER ANALYSIS

NUMBER OF FULL-TIME/PART-TIME PERSONNEL

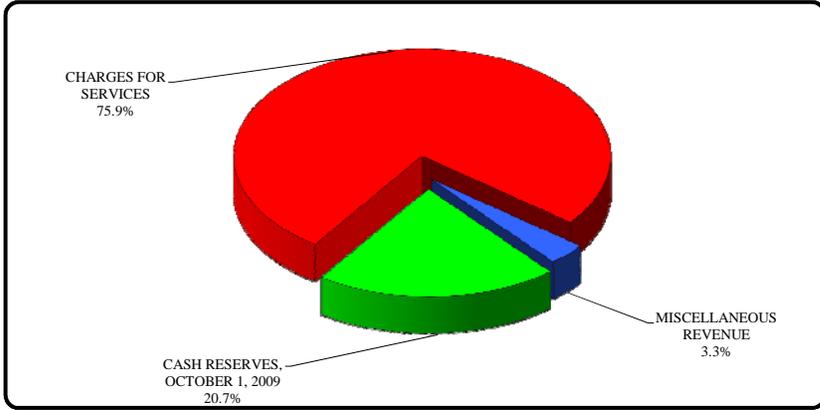
<u>POSITION</u>	<u>2008</u>	<u>2009</u>	<u>2010</u>
PARK ATTENDANT (PART-TIME)	1	0	0
PUBLIC WORKS MAINT. SUPERVISOR	1	1	0
PUBLIC WORKS MAINT. SPECIALIST I	8	9	0
PUBLIC WORKS MAINT. SPECIALIST II	1	1	0
TOTAL	11	11	0

Note: Public Works Maintenance Supervisor is being
Reclassified to Public Works. Title
Changed to Horticulture Specialist I.

Note: Beginning with FY 2010, all Employees
will be combined with Recreation and
re-named Leisure Services.

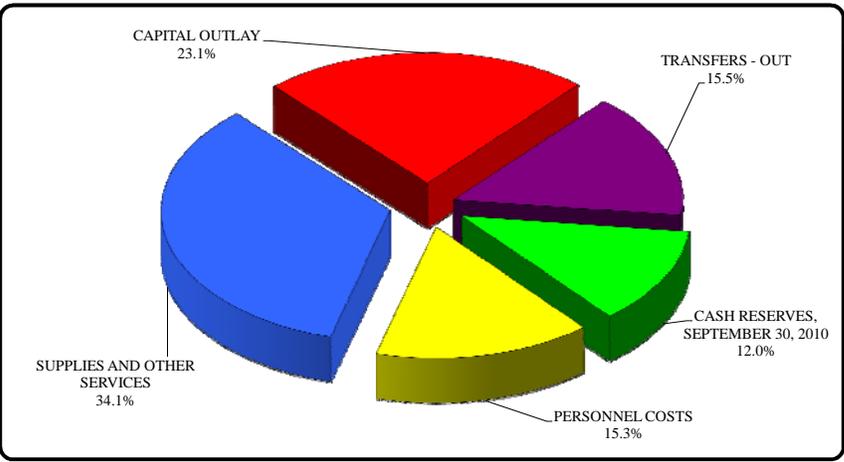
PUBLIC UTILITIES FUND - REVENUE AND EXPENSES

FISCAL YEAR 2009-2010



TOTAL REVENUE \$ 4,236,088

	<u>TOTALS</u>	<u>PERCENT REVENUES</u>
CASH RESERVES, OCTOBER 1, 2009	\$ 878,809	20.7%
CHARGES FOR SERVICES	3,217,279	75.9%
MISCELLANEOUS REVENUE	140,000	3.3%
TOTAL REVENUE	\$ 4,236,088	100%



TOTAL EXPENSES \$ 4,236,088

	<u>TOTALS</u>	<u>PERCENT EXPENSES</u>
PERSONNEL COSTS	\$ 649,158	15.3%
SUPPLIES AND OTHER SERVICES	1,442,440	34.1%
CAPITAL OUTLAY	980,400	23.1%
TRANSFERS - OUT	656,093	15.5%
CASH RESERVES, SEPTEMBER 30, 2010	507,997	11.9%
TOTAL EXPENSES	\$ 4,236,088	100%



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PUBLIC WORKS

PROGRAM: PUBLIC UTILITIES FUND

GOALS: To provide the planning, organization, coordination and supervisory services which are necessary to implement and control the functional programs which are the responsibility of the Public Utilities Division.

FISCAL YEAR	CLASSIFICATION	TOTAL COST
2008	ACTUAL	2,581,600
2009	BUDGET	3,773,372
2009	ESTIMATE	3,580,442
2010	ADOPTED	3,728,091

OBJECTIVES:

Provide proper maintenance of the water and sewer systems.

Inspect, test, certify and document backflow devices annually in accordance with F.A.C. regulations.

Continue to install water and wastewater infrastructure in the commercial and industrial areas of the City.

RESULTS:

Ensure the health, safety and welfare of the public.

Ensure water quality through the installation and maintenance of backflow prevention devices.

Comply with City Commission directive to have all commercial and industrial customers connected to the City's utility system.

PUBLIC WORKS

PUBLIC UTILITIES FUND BUDGET SUMMARY

	<u>2008</u>	<u>2009</u>	<u>2009</u>	<u>2010</u>
	<u>ACTUAL</u>	<u>BUDGET</u>	<u>ESTIMATE</u>	<u>ADOPTED</u>
CASH RESERVES, OCTOBER 1	1,307,454	1,489,758	1,489,758	878,809
ADD REVENUES:				
CHARGES FOR SERVICES:				
343-6110 WATER REVENUE / BILLED	1,295,000	1,470,303	1,437,786	1,588,753
343-6115 WATER SURCHARGE	4,902	5,508	5,092	5,500
343-6120 WATER METER CONNECTIONS	10,900	50,000	4,120	4,500
343-6125 TURN ON AND TURN OFF FEES	34,695	40,000	28,180	30,000
343-6130 LATE CHARGES	84,118	90,000	100,883	102,000
343-6135 SPRINKLERS / BILLED	10,298	10,000	11,540	12,000
343-6140 SEWER REVENUE / BILLED	1,107,913	1,392,137	1,226,413	1,454,525
343-6145 SEWER CONNECTION (TAP) FEES	7,550	50,000	2,733	3,000
343-6510 OTHER CHARGES	27,214	50,000	16,256	17,000
TOTAL	2,582,589	3,157,948	2,833,004	3,217,279
MISCELLANEOUS REVENUES:				
361-1000 INTEREST EARNINGS	33,545	40,000	11,959	13,000
363-2010 WATER DEVELOPMENT ASSISTANCE FEES	19,574	60,000	16,093	17,000
363-2020 SEWER DEVELOPMENT ASSISTANCE FEES	79,099	125,000	64,938	65,000
363-2390 SEWER DEVELOPMENT ASSISTANCE INTEREST	34,430	35,000	33,500	35,000
364-4000 SALE OF SURPLUS EQUIPMENT	14,666	10,000	10,000	10,000
TOTAL	181,314	270,000	136,490	140,000
TOTAL REVENUES AVAILABLE	4,071,357	4,917,706	4,459,251	4,236,088
DEDUCT EXPENSES:				
PUBLIC UTILITIES	1,987,024	3,178,796	2,985,866	3,071,998
TRANSFERS - OUT:				
GENERAL FUND	594,576	594,576	594,576	656,093
TOTAL EXPENSES	2,581,600	3,773,372	3,580,442	3,728,091
CASH RESERVES, SEPTEMBER 30	1,489,758	1,144,334	878,809	507,997

PUBLIC WORKS

PROGRAM: PUBLIC UTILITIES

LINE ITEM DETAIL

	<u>2008</u>	<u>2009</u>	<u>2009</u>	<u>2010</u>
	<u>ACTUAL</u>	<u>BUDGET</u>	<u>ESTIMATE</u>	<u>ADOPTED</u>
PERSONNEL COSTS:				
1200 REGULAR SALARIES AND WAGES	408,478	411,120	397,340	403,963
1230 LONGEVITY PAY	9,600	7,675	7,675	5,675
1400 OVERTIME	55,974	70,000	56,576	60,000
2100 F.I.C.A.	34,291	37,393	33,722	35,927
2200 RETIREMENT CONTRIBUTION	44,402	48,741	43,944	46,525
2300 LIFE AND HEALTH INSURANCE	49,284	56,163	42,421	68,455
2400 WORKERS COMPENSATION	32,892	35,081	42,528	28,613
TOTAL	634,921	666,173	624,207	649,158
SUPPLIES AND OTHER SERVICES:				
3100 PROFESSIONAL SERVICES	70,041	69,000	94,918	69,000
3400 OTHER CONTRACTUAL SERVICES	236,718	290,500	277,681	234,500
4020 EMPLOYEE DEVELOPMENT	13,000	10,000	6,660	16,000
4100 COMMUNICATIONS	6,739	5,000	5,502	4,200
4200 POSTAGE	67	1,000	191	500
4300 UTILITY SERVICES	157,669	204,000	166,046	190,000
4400 RENTALS AND LEASES	1,579	5,000	189	3,500
4600 REPAIR AND MAINTENANCE	272,320	372,000	468,180	245,000
4610 REPAIR AND MAINTENANCE - VEHICLES	15,126	15,000	15,240	15,000
4700 PRINTING & BINDING	1,638	-	-	-
4900 OTHER CHARGES AND OBLIGATIONS	418,697	612,233	446,541	544,240
5200 OPERATING SUPPLIES	35,369	105,000	48,406	79,000
5400 BOOKS, PUBS, SUBS & MEMBERSHIPS	2,850	3,500	3,176	3,500
5500 FUEL	24,770	31,890	16,500	18,000
6200 BUILDINGS	-	-	-	-
6300 IMPROVEMENTS	42,955	690,000	792,501	925,000
6400 EQUIPMENT	52,564	78,500	19,927	55,400
9800 RESERVE FOR CONTINGENCY	-	20,000	-	20,000
TOTAL	1,352,103	2,512,623	2,361,659	2,422,840
TOTAL COST	1,987,024	3,178,796	2,985,866	3,071,998

PUBLIC WORKS

PROGRAM: PUBLIC UTILITIES

MANPOWER ANALYSIS

NUMBER OF FULL-TIME/PART-TIME PERSONNEL

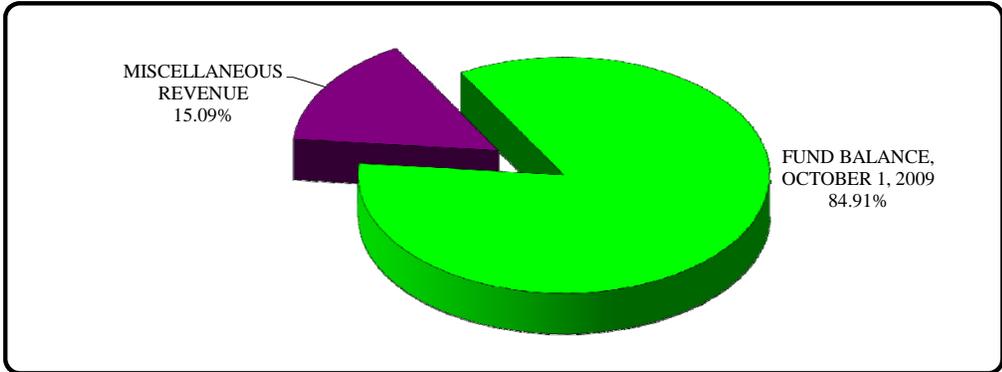
<u>POSITION</u>	<u>2008</u>	<u>2009</u>	<u>2010</u>
UTILITIES DIVISION MANAGER	1	1	1
UTILITIES FIELD SUPERVISOR	1	1	1
UTILITIES PLANT SUPERVISOR	0	0	0
BACKFLOW PROGRAM COORDINATOR	1	1	1
UTILITIES MAINTENANCE SPECIALIST I	5	5	5
UTILITIES MAINTENANCE SPECIALIST II	4	4	4
PLANT OPERATOR B	0	0	0
TOTAL	12	12	12

CAPITAL OUTLAY

6300 - Improvements:	
Lake Emma Road Water Main	\$ 300,000
Well Replacement	550,000
Water Main Loops per Hydraulic Study	55,000
Land - Wayman	20,000
	925,000
Total improvements	\$ 925,000
6400 - Equipment	
Well #2 Pump	\$ 15,000
Well #2 Motor	5,000
Fluoride Pump	5,000
High Service Pump Motor - Plant 2	5,000
High Service Pump - Plant 2	8,500
Fluoride Scale - Plant 2	5,000
Plate Compactor	1,800
3" mud pump	1,600
replacement laptop	1,300
replacement computer	1,200
marker locator gps unit	6,000
	55,400
Total equipment	\$ 55,400
Total capital outlay	\$ 980,400

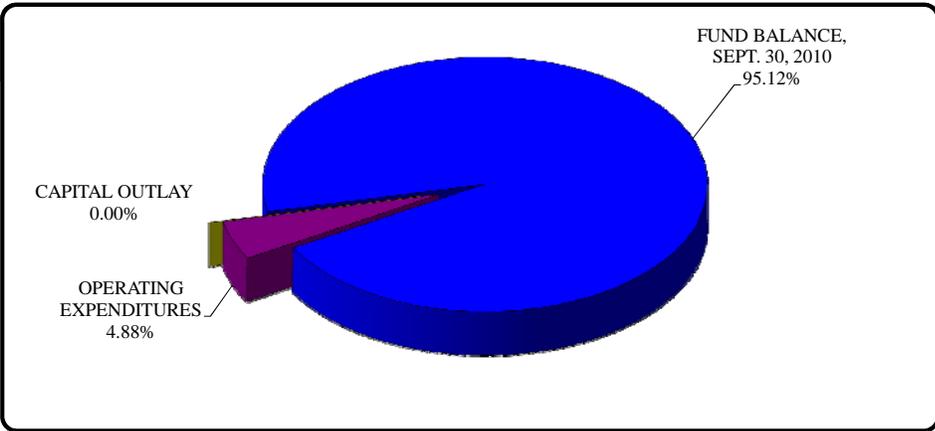
CEMETERY FUND - REVENUE AND EXPENDITURES

FISCAL YEAR 2009-2010



TOTAL REVENUE	\$	174,290
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	<u>TOTALS</u>	<u>PERCENT REVENUES</u>
FUND BALANCE, OCTOBER 1, 2009	\$ 147,990	84.91%
MISCELLANEOUS REVENUE	26,300	15.08%
TOTAL REVENUE	\$ 174,290	100%



TOTAL EXPENDITURES	\$	174,290
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	<u>TOTALS</u>	<u>PERCENT EXPENSES</u>
OPERATING EXPENDITURES	\$ 8,500	4.88%
CAPITAL OUTLAY	-	0.00%
FUND BALANCE, SEPT. 30, 2010	165,790	95.12%
TOTAL EXPENDITURES	\$ 174,290	100%



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CITY CLERK

PROGRAM: CEMETERY FUND

GOALS: To provide quality service to the public in making final resting place arrangements along with the highest standards of maintenance possible for existing and future cemetery/ coloumbarium facilities and preservation of all burial and historical records.

FISCAL YEAR	CLASSIFICATION	TOTAL COST
2008	ACTUAL	84,745
2009	BUDGET	12,000
2009	ESTIMATE	24,354
2010	ADOPTED	8,500

OBJECTIVES:

Provide attractive and safe grounds in which individuals and families can visit.

Maintain official records of the cemetery in accordance with legal requirements.

RESULTS:

Grounds that are suitable for paying respects to loved ones.

Continued records retention / retrieval system for accessibility of data for staff and public inquiries.

CITY CLERK

CEMETERY FUND BUDGET SUMMARY

	2008	2009	2009	2010
	ACTUAL	BUDGET	ESTIMATE	ADOPTED
FUND BALANCE, OCTOBER 1	185,783	145,409	145,409	147,990
ADD REVENUES:				
334-7000 URBAN FORESTRY GRANT		-		-
361-1000 INTEREST EARNINGS	4,686	4,000	1,285	1,300
364-1000 CEMETERY LOTS	39,685	25,000	25,650	25,000
TOTAL REVENUES AVAILABLE	230,154	174,409	172,344	174,290
DEDUCT EXPENDITURES:				
OPERATING EXPENSES	84,745	12,000	24,354	8,500
TOTAL EXPENDITURES	84,745	12,000	24,354	8,500
FUND BALANCE, SEPTEMBER 30	145,409	162,409	147,990	165,790

CITY CLERK

PROGRAM: CEMETERY FUND

LINE ITEM DETAIL

	<u>2008</u>	<u>2009</u>	<u>2009</u>	<u>2010</u>
	<u>ACTUAL</u>	<u>BUDGET</u>	<u>ESTIMATE</u>	<u>ADOPTED</u>
SUPPLIES AND OTHER SERVICES:				
3100 PROFESSIONAL SERVICES	47,673	-	18,309	-
5200 OPERATING SUPPLIES	2,471	5,000	2,532	5,000
5220 REPURCHASE OF UNUSED LOTS	-	5,000	3,513	1,500
6300 IMPROVEMENTS	-	-	-	-
6400 EQUIPMENT	34,600	-	-	-
9800 RESERVE FOR CONTINGENCY		2,000	-	2,000
TOTAL	84,745	12,000	24,354	8,500
 TOTAL COST	 84,745	 12,000	 24,354	 8,500

6400 - Equipment

\$ -

Total equipment

\$ -

Total capital outlay

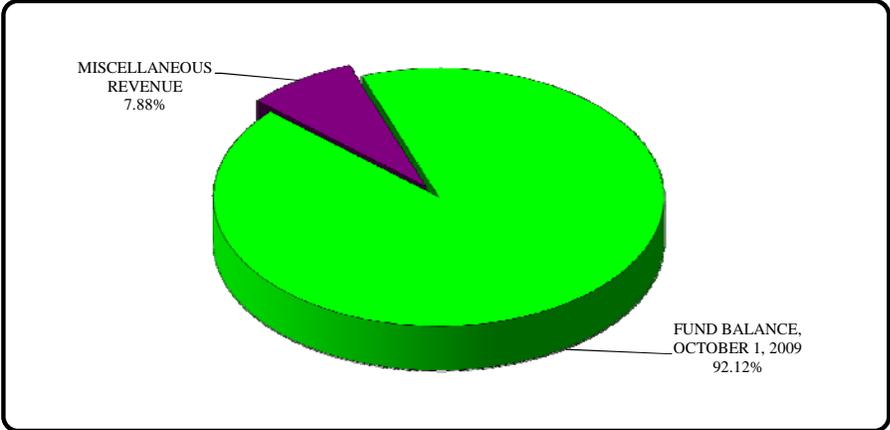
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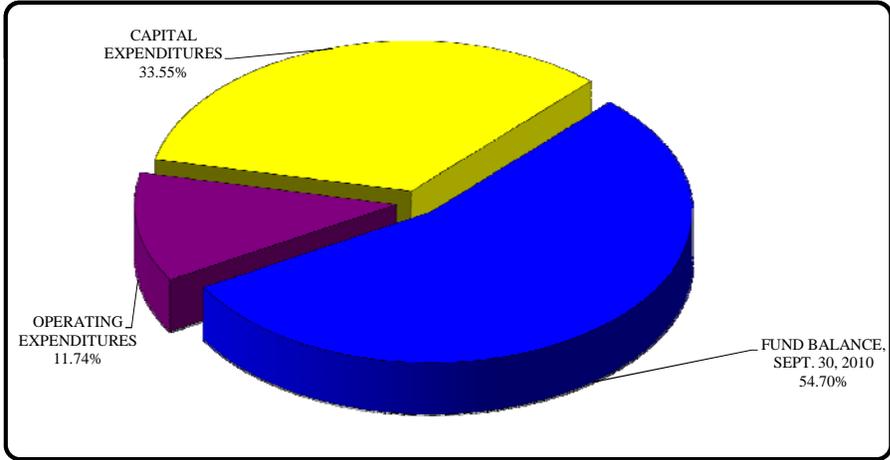
HISTORIC DISTRICT FUND - REVENUE AND EXPENDITURES

FISCAL YEAR 2009-2010



TOTAL REVENUE \$ 59,608

	<u>TOTALS</u>	<u>PERCENT REVENUES</u>
FUND BALANCE, OCTOBER 1, 2009	\$ 54,908	92.12%
MISCELLANEOUS REVENUE	4,700	7.88%
TOTAL REVENUE	\$ 59,608	100%



TOTAL EXPENDITURES \$ 59,608

	<u>TOTALS</u>	<u>PERCENT EXPENSES</u>
OPERATING EXPENDITURES	\$ 7,000	11.74%
CAPITAL EXPENDITURES	20,000	33.55%
FUND BALANCE, SEPT. 30, 2010	32,608	54.70%
TOTAL EXPENDITURES	\$ 59,608	100%



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ADMINISTRATION

PROGRAM: HISTORIC DISTRICT FUND

GOALS: To preserve, improve and revitalize the historic district, and to promote the community's historical resources and reclaim the community's historical heritage.

FISCAL YEAR	CLASSIFICATION	TOTAL COST
2008	ACTUAL	6,750
2009	BUDGET	27,000
2009	ESTIMATE	2,400
2010	ADOPTED	27,000

OBJECTIVES:

To work with the City to create a cohesive plan of improvements for the Historic District.

To administer the Historic District Matching Grant Program.

RESULTS:

Provide more opportunities for public use and enjoyment of the Historic District.

Provide financial assistance to property owners in the Historic District in order to improve contributing and supporting structures.

ADMINISTRATION

HISTORIC DISTRICT FUND BUDGET SUMMARY
--

	2008	2009	2009	2010
	ACTUAL	BUDGET	ESTIMATE	ADOPTED
FUND BALANCE, OCTOBER 1	55,284	52,778	52,778	54,908
ADD REVENUES:				
347-2025 SPECIAL EVENT FEES	2,719	3,000	4,375	4,500
361-1000 INTEREST EARNINGS	1,526	-	154	200
366-1000 DONATIONS		-	-	-
	59,528	55,778	57,308	59,608
DEDUCT EXPENDITURES:				
OPERATING EXPENSES	6,750	27,000	2,400	27,000
TOTAL EXPENDITURES	6,750	27,000	2,400	27,000
FUND BALANCE, SEPTEMBER 30	52,778	28,778	54,908	32,608

ADMINISTRATION

PROGRAM: HISTORIC DISTRICT FUND
--

LINE ITEM DETAIL

	2008 ACTUAL	2009 BUDGET	2009 ESTIMATE	2010 ADOPTED
SUPPLIES AND OTHER SERVICES:				
4900 OTHER CHARGES AND OBLIGATIONS	6,750	7,000	2,400	7,000
6300 IMPROVEMENTS	-	20,000	-	20,000
TOTAL	6,750	27,000	2,400	27,000
TOTAL COST	6,750	27,000	2,400	27,000

Capital Outlay

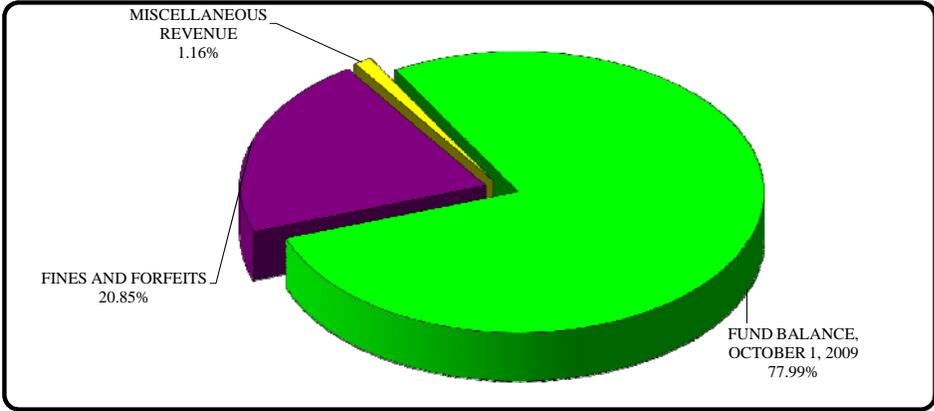
6300 - Improvements				
Landscaping				\$ 4,000
Signs, benches, poles				16,000
Total Capital Outlay				\$ 20,000



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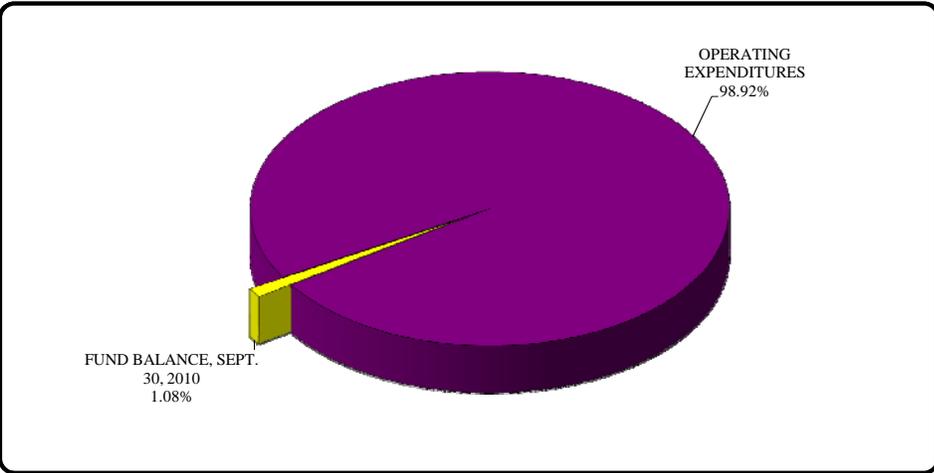
POLICE EDUCATION FUND - REVENUE AND EXPENDITURES

FISCAL YEAR 2009-2010



TOTAL REVENUE \$ 43,167

	<u>TOTALS</u>	<u>PERCENT REVENUES</u>
FUND BALANCE, OCTOBER 1, 2009	\$ 33,667	77.99%
FINES AND FORFEITS	9,000	20.85%
MISCELLANEOUS REVENUE	500	1.16%
TOTAL REVENUE	\$ 43,167	100%



TOTAL EXPENDITURES \$ 43,167

	<u>TOTALS</u>	<u>PERCENT EXPENSES</u>
OPERATING EXPENDITURES	\$ 42,700	98.92%
FUND BALANCE, SEPT. 30, 2010	467	1.08%
TOTAL EXPENDITURES	\$ 43,167	100%



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POLICE

PROGRAM: POLICE EDUCATION FUND

GOALS: To provide job specific state mandated training, and provide for individual and organizational development while reducing potential liabilities.

FISCAL YEAR	CLASSIFICATION	TOTAL COST
2008	ACTUAL	31,901
2009	BUDGET	33,000
2009	ESTIMATE	30,353
2010	ADOPTED	42,700

OBJECTIVES:

To complete the following core courses within the recommended time frames.

Officers with 6 to 18 months of employment:

- F.C.I.C. Basic Telecommunications
- Radar Operations
- Domestic Violence
- Community Policing
- Firearms Training

Officers with 18 to 30 months of employment:

- Interview and Interrogation
- Narcotic Identification
- Criminal Law
- Crisis Identification
- Firearms Training

Officers with 30 to 48 months of employment:

- Field Training Officer
- Special Tactical Problems
- First Response Negotiations
- Writing Interviews and Reports
- Firearms Training

POLICE

PROGRAM: POLICE EDUCATION FUND

Officers with 48+ months of employment:

- Advanced Report Writing
- Advanced Investigative Review
- Instructor Techniques
- Firearms Training

Supervisors:

- Line Supervision
- Middle Management
- Managing the Patrol, Traffic or Field Training Function
- Firearms Training

RESULTS:

To ensure that police personnel are similarly trained and educated, providing a base from which they will each be able to identify specific training related direction and needs, during the course of their career.

POLICE

POLICE EDUCATION FUND BUDGET SUMMARY

	2008	2009	2009	2010
	ACTUAL	BUDGET	ESTIMATE	ADOPTED
FUND BALANCE, OCTOBER 1	75,896	54,732	54,732	33,667
ADD REVENUES:				
351-3000 LAW ENFORCEMENT EDUCATION	9,091	15,000	8,906	9,000
361-1000 INTEREST EARNINGS	1,646	2,000	381	500
TOTAL REVENUES AVAILABLE	86,633	71,732	64,019	43,167
DEDUCT EXPENDITURES:				
OPERATING EXPENSES	31,901	33,000	30,353	42,700
TOTAL EXPENDITURES	31,901	33,000	30,353	42,700
FUND BALANCE, SEPTEMBER 30	54,732	38,732	33,667	467

POLICE

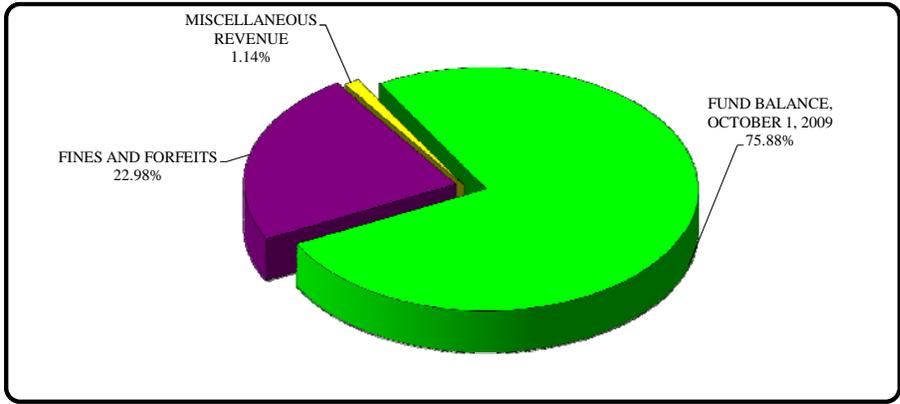
PROGRAM: POLICE EDUCATION FUND

LINE ITEM DETAIL

	<u>2008</u>	<u>2009</u>	<u>2009</u>	<u>2010</u>
	<u>ACTUAL</u>	<u>BUDGET</u>	<u>ESTIMATE</u>	<u>ADOPTED</u>
SUPPLIES AND OTHER SERVICES:				
4020 EMPLOYEE DEVELOPMENT	23,531	24,000	26,205	24,500
5200 OPERATING SUPPLIES	8,370	9,000	4,148	14,500
6400 EQUIPMENT	-	-	-	3,700
TOTAL	31,901	33,000	30,353	42,700
TOTAL COST	31,901	33,000	30,353	42,700

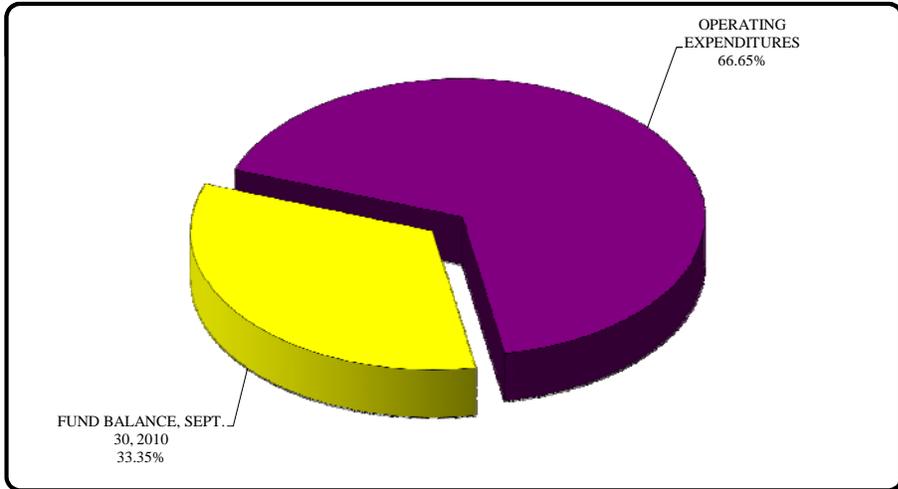
SPECIAL LAW ENFORCEMENT TRUST FUND - REVENUE AND EXPENDITURES

FISCAL YEAR 2009-2010



TOTAL REVENUE \$ 43,513

	<u>TOTALS</u>	<u>PERCENT REVENUES</u>
FUND BALANCE, OCTOBER 1, 2009	\$ 33,013	75.87%
FINES AND FORFEITS	10,000	22.98%
MISCELLANEOUS REVENUE	500	1.14%
TOTAL REVENUE	\$ 43,513	100%



TOTAL EXPENDITURES \$ 43,513

	<u>TOTALS</u>	<u>PERCENT EXPENSES</u>
OPERATING EXPENDITURES	\$ 29,000	66.65%
FUND BALANCE, SEPT. 30, 2010	14,513	33.35%
TOTAL EXPENDITURES	\$ 43,513	100%



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POLICE

PROGRAM: SPECIAL LAW ENFORCEMENT TRUST FUND

GOALS: To provide a strong commitment to the effort of reducing the threat of crime and conditions that would adversely affect the public safety of our community.

FISCAL YEAR	CLASSIFICATION	TOTAL COST
2008	ACTUAL	21,721
2009	BUDGET	28,500
2009	ESTIMATE	28,500
2010	ADOPTED	29,000

OBJECTIVES:

To comply with the provisions of the Florida Contraband Forfeiture Act by contributing at least 15% of the annual accrual of seized funds to the support of community crime prevention programs.

To fund the police mission in areas where there are no budgeted provisions.

RESULTS:

To assist the community in providing safe alternatives for the area youth in a drug and alcohol free environment promoting crime prevention through education.

To enhance the working environment of the Criminal Investigation Unit with more efficient equipment without using tax dollars.

POLICE

SPECIAL LAW ENFORCEMENT TRUST FUND BUDGET SUMMARY
--

	2008	2009	2009	2010
	ACTUAL	BUDGET	ESTIMATE	ADOPTED
FUND BALANCE, OCTOBER 1	45,301	51,712	51,712	33,013
ADD REVENUES:				
351-2000 CONFISCATED PROPERTY	26,931	10,000	9,501	10,000
361-1000 INTEREST EARNINGS	1,200	600	300	500
TOTAL REVENUES AVAILABLE	73,433	62,312	61,513	43,513
DEDUCT EXPENDITURES:				
OPERATING EXPENSES	21,721	26,000	28,500	29,000
TOTAL EXPENDITURES	21,721	26,000	28,500	29,000
FUND BALANCE, SEPTEMBER 30	51,712	36,312	33,013	14,513

POLICE

PROGRAM: SPECIAL LAW ENFORCEMENT TRUST FUND

LINE ITEM DETAIL

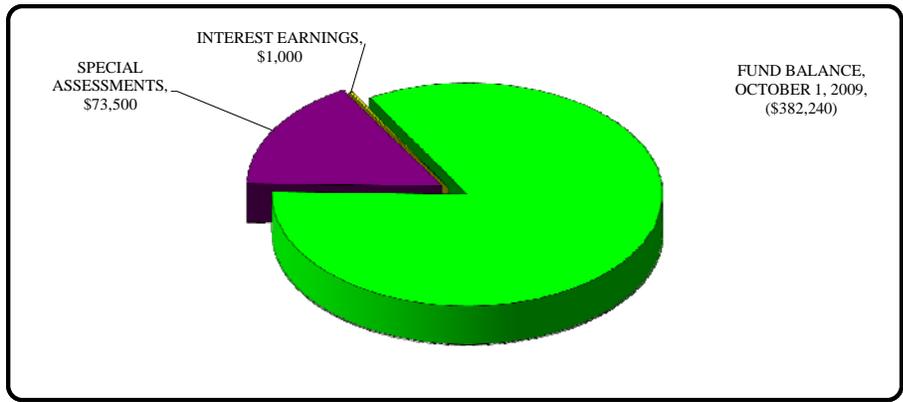
	<u>2008</u>	<u>2009</u>	<u>2009</u>	<u>2010</u>
	<u>ACTUAL</u>	<u>BUDGET</u>	<u>ESTIMATE</u>	<u>ADOPTED</u>
SUPPLIES AND OTHER SERVICES:				
4020 EMPLOYEE DEVELOPMENT	-	-	-	-
4800 COMMUNITY RELATIONS	-	-	-	-
4900 DONATIONS	21,721	28,500	28,500	29,000
5200 OPERATING SUPPLIES	-	-	-	-
6400 EQUIPMENT	-	-	-	-
TOTAL	21,721	28,500	28,500	29,000
TOTAL COST	21,721	28,500	28,500	29,000

OUTLAYS

4900 - Donations:			
Equipment Support for Uniform Patrol		\$	5,000
Kids Safe House of Seminole			4,000
Reading Counts - Longwood Elementary			2,000
Reading Counts - Woodlands Elementary			2,000
Reading Counts - Choices in Learning			1,000
Police Memorial Week participation funding			4,000
DARE program support			5,000
Playground equipment donations			3,000
Donations contingency for mid-budget community events			3,000
Total donations		\$	29,000
Total outlays		\$	29,000

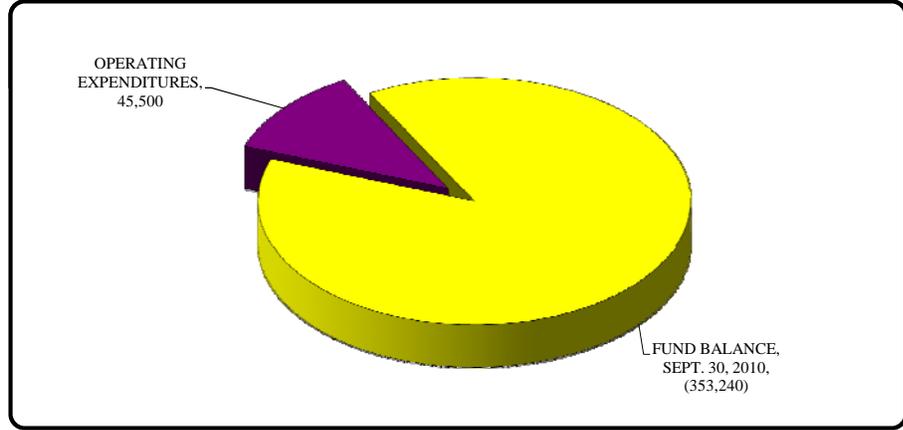
SPECIAL ASSESSMENT FUND - REVENUES AND EXPENDITURES

FISCAL YEAR 2009-2010



TOTAL REVENUE	\$	(307,740)
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	<u>TOTALS</u>	<u>PERCENT REVENUES</u>
FUND BALANCE, OCTOBER 1, 2009	\$ (382,240)	124.21%
SPECIAL ASSESSMENTS	73,500	-23.88%
INTEREST EARNINGS	1,000	-0.32%
TOTAL REVENUE	\$ (307,740)	100%



TOTAL EXPENDITURES	\$	(307,740)
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	<u>TOTALS</u>	<u>PERCENT EXPENSES</u>
OPERATING EXPENDITURES	\$ 45,500	-14.79%
FUND BALANCE, SEPT. 30, 2010	(353,240)	114.79%
TOTAL EXPENDITURES	\$ (307,740)	100%

PUBLIC WORKS

PROGRAM: SPECIAL ASSESSMENTS

NEIGHBORHOOD IMPROVEMENTS

GOALS: To provide for capital improvements and maintenance to subdivisions through non-ad valorem special assessment programs.

FISCAL YEAR	CLASSIFICATION	TOTAL COST
2008	ACTUAL	(242,708)
2009	BUDGET	(321,366)
2009	ESTIMATE	(346,579)
2010	ADOPTED	(307,740)

OBJECTIVES:

Assist homeowner associations and residents of subdivisions in developing capital improvement projects to enhance their community.

Continue maintenance programs for property owners in subdivisions

RESULTS:

Creation of an improved residential environment for residents within the community.

A high level of maintenance that attracts people to the subdivision.

PUBLIC WORKS

SPECIAL ASSESSMENT FUND BUDGET SUMMARY

	2008	2009	2009	2010
	ACTUAL	BUDGET	ESTIMATE	ADOPTED
FUND BALANCE, OCTOBER 1	(328,255)	(419,739)	(419,739)	(382,240)
ADD REVENUES:				
363-1030 SPECIAL ASSESSMENTS	71,182	73,373	72,500	73,500
361-1000 INTEREST EARNINGS	14,365	25,000	660	1,000
	85,547	98,373	73,160	74,500
OPERATING TRANSFERS - IN:				
PUBLIC FACILITIES FUND	-	-	-	-
GENERAL FUND	-	-	-	-
	-	-	-	-
TOTAL REVENUES AVAILABLE	(242,708)	(321,366)	(346,579)	(307,740)
DEDUCT EXPENDITURES:				
OPERATING EXPENSES	177,030	52,870	35,661	45,500
TOTAL EXPENDITURES	177,030	52,870	35,661	45,500
FUND BALANCE, SEPTEMBER 30	(419,739)	(374,236)	(382,240)	(353,240)

PUBLIC WORKS

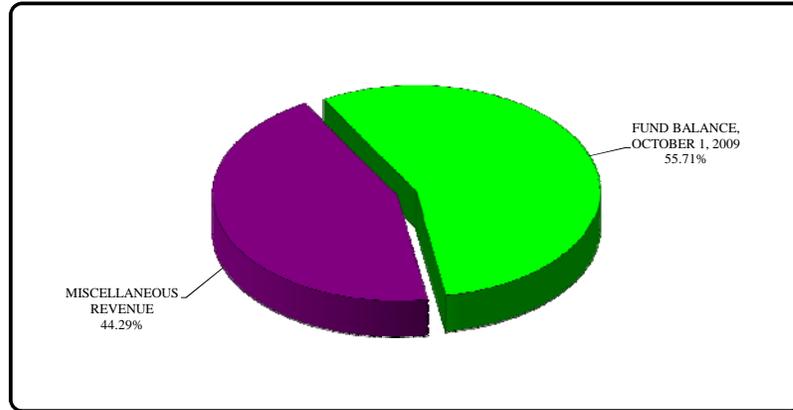
PROGRAM: SPECIAL ASSESSMENTS FUND
--

LINE ITEM DETAIL

	<u>2008</u>	<u>2009</u>	<u>2009</u>	<u>2010</u>
	<u>ACTUAL</u>	<u>BUDGET</u>	<u>ESTIMATE</u>	<u>ADOPTED</u>
SUPPLIES AND OTHER SERVICES:				
3100 PROFESSIONAL SERVICES	-	4,000	-	-
3400 OTHER CONTRACTUAL SERVICES	8,880	25,000	23,986	25,000
4300 UTILITIES	7,647	6,350	8,592	9,000
4600 REPAIRS & MAINTENANCE	7,649	520	1,265	1,500
5200 OPERATING SUPPLIES	2,200	7,000	-	-
6300 IMPROVEMENTS	150,655	-	1,818	-
9800 RESERVES		10,000	-	10,000
TOTAL	177,030	52,870	35,661	45,500
TOTAL COST	177,030	52,870	35,661	45,500

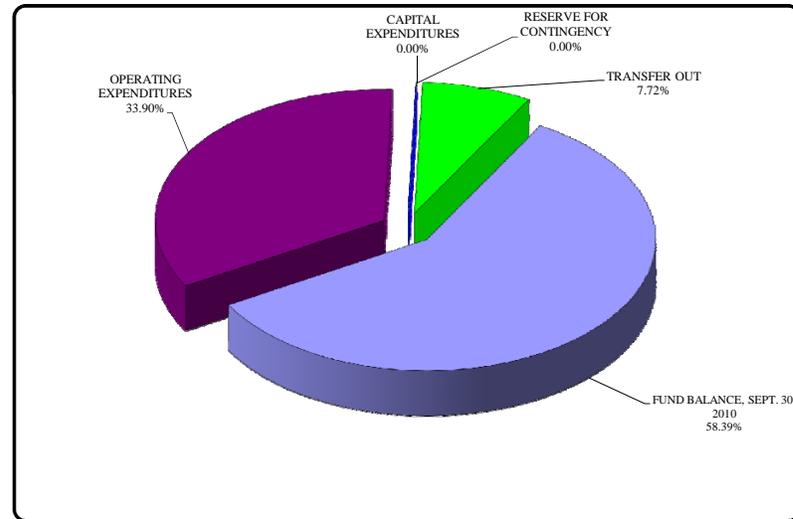
STORMWATER MANAGEMENT - REVENUE AND EXPENDITURES

FISCAL YEAR 2009-2010



TOTAL REVENUE \$ 1,551,106

	TOTALS	PERCENT REVENUES
FUND BALANCE, OCTOBER 1, 2009	\$ 864,106	55.71%
MISCELLANEOUS REVENUE	687,000	44.29%
TOTAL REVENUE	\$ 1,551,106	100%



TOTAL EXPENDITURES \$ 1,551,106

	TOTALS	PERCENT EXPENSES
OPERATING EXPENDITURES	\$ 525,722	33.89%
CAPITAL EXPENDITURES	-	0.00%
RESERVE FOR CONTINGENCY	-	0.00%
TRANSFER OUT	119,682	7.72%
FUND BALANCE, SEPT. 30, 2010	905,702	58.38%
TOTAL EXPENDITURES	\$ 1,551,106	100%



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COMMUNITY SERVICES

PROGRAM: STORMWATER MANAGEMENT FUND

GOALS: To provide for the health, safety and welfare of residents by regular maintenance programs to insure the proper functioning of drainage systems and facilities.

FISCAL YEAR	CLASSIFICATION	TOTAL COST
2008	ACTUAL	527,267
2009	BUDGET	846,722
2009	ESTIMATE	1,389,835
2010	ADOPTED	645,404

OBJECTIVES:

Continue with inspection, monitoring, and cleaning procedures of all City catch basins, open channels, storm drains and other stormwater conveyance facilities to meet new Federal regulations as established by the NPDES Stormwater Permit Program.

Inspect underground facilities for leaks and repairs as needed.

Utilize private contractors to maintain retention ponds.

Continue the development of a city wide drainage infrastructure map.

RESULTS:

Cleaner and safer storm drains, catch basins, and open channels will reduce the amount of pollutants entering the City's drainage system and retention ponds.

Maximum efficiency of nuisance water run-off.

Highly attractive and functional retention ponds at the least possible cost.

Provide an inventory of city-wide public and private drainage systems to ensure future flood protection.

COMMUNITY SERVICES

STORMWATER MANAGEMENT FUND BUDGET SUMMARY
--

	2008	2009	2009	2010
	ACTUAL	BUDGET	ESTIMATE	ADOPTED
FUND BALANCE, OCTOBER 1	1,306,990	1,569,392	1,569,392	864,106
ADD REVENUES:				
331-3900 FEMA GRANT	63,060	-	-	-
381-2000 TRANSFER FROM GENERAL FUND	-	-	-	-
361-1000 INTEREST EARNINGS	41,044	35,000	13,463	14,500
363-1250 STORMWATER SERVICE FEES	684,765	670,000	670,953	672,000
363-1260 INSPECTION FEES	800	500	133	500
TOTAL REVENUES AVAILABLE	2,096,659	2,274,892	2,253,941	1,551,106
DEDUCT EXPENDITURES:				
OPERATING EXPENSES	527,267	846,722	1,389,835	525,722
TRANSFERS OUT:				
GENERAL FUND	-	-	-	119,682
TOTAL EXPENDITURES	527,267	846,722	1,389,835	645,404
FUND BALANCE, SEPTEMBER 30	1,569,392	1,428,170	864,106	905,702

COMMUNITY SERVICES

PROGRAM: STORMWATER MANAGEMENT FUND
--

LINE ITEM DETAIL

	<u>2008</u>	<u>2009</u>	<u>2009</u>	<u>2010</u>
	ACTUAL	BUDGET	ESTIMATE	ADOPTED
SUPPLIES AND OTHER SERVICES:				
3100 PROFESSIONAL SERVICES	56,700	100,000	79,509	205,000
3400 OTHER CONTRACTUAL SERVICES	105,402	115,722	143,189	105,722
4300 UTILITY SERVICES	7,184	10,000	11,466	15,000
4600 REPAIR AND MAINTENANCE	199,063	200,000	493,360	200,000
5200 OPERATING SUPPLIES	207	-		-
6100 LAND ACQUISITION	50,000			
6300 IMPROVEMENTS	108,710	-	662,311	-
6400 EQUIPMENT	-		-	-
9300 ADMINISTRATIVE TRANSFER	-	-	-	119,682
9800 RESERVE FOR CONTINGENCY	-	10,000	-	-
TOTAL	527,267	435,722	1,389,835	645,404
TOTAL COST	527,267	435,722	1,389,835	645,404

CAPITAL OUTLAY

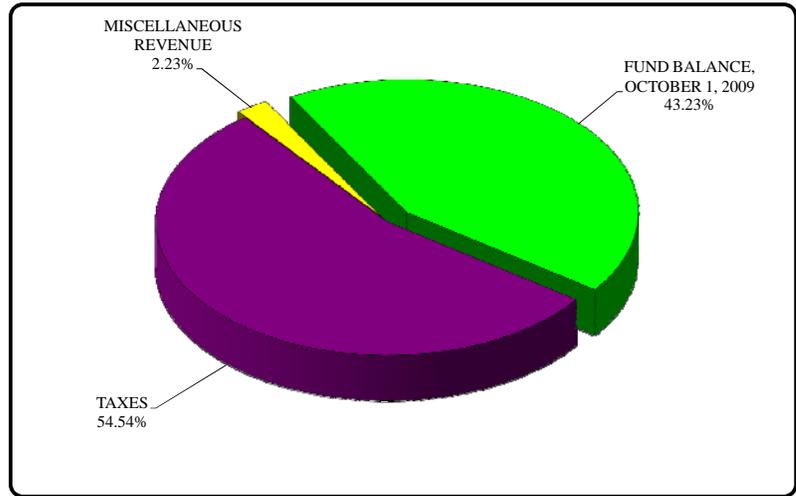
6300 - Improvements:	\$	-
		-
Total Improvements	\$	-
Total Capital Outlay	\$	-



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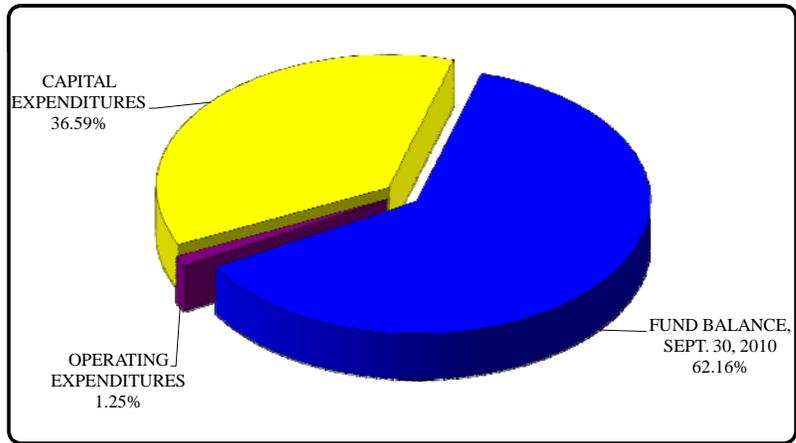
PUBLIC FACILITIES IMPROVEMENT FUND - REVENUE AND EXPENDITURES

FISCAL YEAR 2009-2010



TOTAL REVENUE	\$	2,559,386
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	<u>TOTALS</u>	<u>PERCENT REVENUES</u>
FUND BALANCE, OCTOBER 1, 2009	\$ 1,106,386	43.23%
TAXES	1,396,000	54.54%
MISCELLANEOUS REVENUE	57,000	2.23%
TOTAL REVENUE	\$ 2,559,386	100%



TOTAL EXPENDITURES	\$	2,559,386
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	<u>TOTALS</u>	<u>PERCENT EXPENSES</u>
OPERATING EXPENDITURES	\$ 32,000	1.25%
CAPITAL EXPENDITURES	936,600	36.59%
FUND BALANCE, SEPT. 30, 2010	1,590,786	62.16%
TOTAL EXPENDITURES	\$ 2,559,386	100%



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PUBLIC WORKS

PROGRAM: PUBLIC FACILITIES IMPROVEMENT FUND

GOALS: To provide safer and pedestrian-friendly streets, sidewalks and rights-of-way.

FISCAL YEAR	CLASSIFICATION	TOTAL COST
2008	ACTUAL	1,769,829
2009	BUDGET	1,042,000
2009	ESTIMATE	1,882,535
2010	ADOPTED	968,600

OBJECTIVES:

Continue implementation of the City's model street paving program for soil based streets.

Provide modifications to the sidewalk and roadway system.

RESULTS:

To provide for the safe movement of pedestrian and vehicular traffic.

To provide the least interruption to the flow of pedestrian and vehicular traffic.

PUBLIC WORKS

PUBLIC FACILITIES IMPROVEMENT FUND BUDGET SUMMARY
--

	2008	2009	2009	2010
	ACTUAL	BUDGET	ESTIMATE	ADOPTED
FUND BALANCE, OCTOBER 1	1,971,557	1,566,377	1,566,377	1,106,386
ADD REVENUES:				
312-2000 1-CENT LOCAL OPTION SALES TAX	655,433	1,000,000	1,000,000	1,000,000
312-4100 LOCAL OPTION GAS TAX	462,297	450,000	375,539	396,000
338-5000 C.D.B.G. GRANT	-	-	-	-
361-1000 INTEREST EARNINGS	211,965	40,000	6,400	7,000
363-1110 STREET PAVING ASSESSMENTS	34,955	53,960	40,605	50,000
369-0000 MISCELLANEOUS REVENUE	-	-	-	-
TOTAL REVENUES AVAILABLE	3,336,206	3,110,337	2,988,921	2,559,386
DEDUCT EXPENDITURES:				
OPERATING EXPENSES	1,769,829	1,042,000	1,882,535	968,600
TRANSFER OUT TO SPECIAL ASSESSMENTS	-	-	-	-
TOTAL EXPENDITURES	1,769,829	1,042,000	1,882,535	968,600
FUND BALANCE, SEPTEMBER 30	1,566,377	2,068,337	1,106,386	1,590,786

PUBLIC WORKS

PROGRAM: PUBLIC FACILITIES IMPROVEMENT FUND
--

LINE ITEM DETAIL

	<u>2008</u>	<u>2009</u>	<u>2009</u>	<u>2010</u>
	<u>ACTUAL</u>	<u>BUDGET</u>	<u>ESTIMATE</u>	<u>ADOPTED</u>
SUPPLIES AND OTHER SERVICES:				
3100 PROFESSIONAL SERVICES	88,721	100,000	97,731	30,000
5200 OPERATING SUPPLIES	2,200	1,000	1,600	2,000
6300 IMPROVEMENTS	<u>1,678,908</u>	<u>941,000</u>	<u>1,783,204</u>	<u>936,600</u>
TOTAL	1,769,829	1,042,000	1,882,535	968,600
TOTAL COST	1,769,829	1,042,000	1,882,535	968,600

CAPITAL OUTLAY

6300 - Improvements:	
Overstreet (Oleander to Grant)	\$ 667,671
Woodcock Street (E. Maine Ave. to Lake Ave)	135,499
Hardy Street (Maine Ave. to Lake Ave.)	<u>133,430</u>
Total capital outlay	\$ 936,600



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PUBLIC WORKS

PUBLIC FACILITIES CAPITAL IMPROVEMENT PROGRAM
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PROJECT

The City Commission approved the paving of all soil based streets utilizing the model street paving prototype which includes: sidewalks, driveway aprons, drainage improvements and landscaping. Abutting property owners will be assessed \$25 per front foot for soil based streets. With all soil based streets paved, the City will realize a reduction in cost attributed to operating and maintaining the City's grader (which will no longer be needed) and the cost of shell rock. The project will also provide for the safe movement of pedestrian and vehicular traffic and improve the overall value of properties abutting the paving projects.

FISCAL YEARS	<u>2010/11</u>	<u>2011/12</u>	<u>2012/13</u>	<u>2013/14</u>
	Oxford St. (Bistline Ave. to Wildmere Ave.)	Florida Ave (Milwee St to Freeman St)		
	Evergreen Ave. (CR-427 to dead end)	West Jessup Ave. (CR-427 to dead end)		
	Tullis Ave. (Oleander St. to dead end)	12th (2nd to deadend)		

ESTIMATED COST

	\$1,572,300	\$795,600	\$776,700
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FUNDING SOURCES

- 1-cent infrastructure surtax
- Local option gas tax
- \$25/ft assessment cost
- Interest earnings

TIME	12 months	12 months
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SCHEDULE
Completion within the fiscal year of each project

ESTIMATED ANNUAL OPERATING COST

PUBLIC WORKS

PARKS CAPITAL IMPROVEMENT PROGRAM

PROJECT

The parks capital improvement program was developed utilizing the master plan for parks and recreation land and facilities. Each park has been evaluated to determine the necessary improvements needed to enhance the recreational opportunities for the citizens of Longwood.

FISCAL YEARS	<u>2010/11</u>	<u>2011/12</u>	<u>2012/13</u>	<u>2013/14</u>	<u>2014/15</u>
---------------------	----------------	----------------	----------------	----------------	----------------

**ESTIMATED
COST**

\$0

FUNDING SOURCES

General Fund

**TIME
SCHEDULE**

Completion within the fiscal year
of each project

**ESTIMATED ANNUAL OPERATING
COST**

These projects are replacing currently existing facilities and no additional costs will be realized over and above the current costs.

PUBLIC WORKS

STORMWATER CAPITAL IMPROVEMENT PROGRAM

PROJECT

The City Commission approved increasing the stormwater fee in order to address specific localized flooding. A capital improvement program was developed prioritizing the areas that experienced the most severe localized flooding. Each project entails improving the current drainage system in order to reduce and manage the flooding more effectively.

FISCAL YEARS	<u>2010/11</u>	<u>2011/12</u>	<u>2012/13</u>	<u>2013/14</u>	<u>2014/15</u>	
	Orange Avenue (Credo to Highland Improvements)	S Grant Street (Evergreen to Lake) Drainage study, inlet and pipe improvements	N Grant Street (Seminole to Pasadena) Drainage study, inlet and pipe improvements	Baywood Industrial Park Swales & Retrofit	Harbour Isle/ Rock Lake Pump Station	
ESTIMATED COST	\$1,125,000	\$160,000	\$400,000	\$300,000	\$65,000	\$200,000
FUNDING SOURCES	Stormwater Fees					
TIME SCHEDULE	12 months	12 months	12 months	12 months	12 months	12 months
	Completion within the fiscal year of each project					
ESTIMATED ANNUAL OPERATING COST	\$1,000	\$1,000	\$1,000	\$1,000	\$1,000	\$1,000

PUBLIC WORKS

PUBLIC UTILITIES/WATER CAPITAL IMPROVEMENT PROGRAM

PROJECT

The City's Hydraulic Model identified 19 major loops that contained deteriorating AC pipe. This improvement program replaces AC pipe with PVC pipe which will improve the overall water pressure of the system, eliminate the likelihood of pipe failure and reduce maintenance cost.

FISCAL YEARS	<u>2010/11</u>	<u>2011/12</u>	<u>2012/13</u>	<u>2013/14</u>
	Water main loops per hydraulic study Marvin - Columbus \$30,000	Water main loops per hydraulic study Seminole - Highland \$45,000	Water main loops per hydraulic study Palmetto - Freeman \$45,000	Water main loops Orange - Grant \$20,000
	Lake - Maine \$40,000			
	Replace 4,000 ft AC Pipe Skylark, Ph 2 \$400,000	Replace 4,000 ft AC Pipe Skylark, Ph 2 \$400,000	Replace 4,000 ft AC Pipe Longwood Groves \$400,000	Replace 4,000 ft AC Pipe Longwood Groves \$400,000
				1 million gallon Ground Storage Tank \$1,200,000
ESTIMATED COST	\$2,980,000	\$470,000	\$445,000	\$445,000
FUNDING SOURCES	Public Utilities Fund Revenues			
TIME SCHEDULE	12 months	12 months	12 months	12 months
	Completion within the fiscal year of each project			
ESTIMATED ANNUAL OPERATING COST	\$2,000	\$2,000	\$2,000	\$12,000

PUBLIC WORKS

PUBLIC UTILITIES/WATER TREATMENT PLANT CAPITAL MAINTENANCE PROGRAM

PROJECT

The City Water Treatment Plants are managed under contract with a service provider. As a part of the contract provisions, the company is to survey plant condition and needs and recommend a program for capital maintenance projects. Based on the survey report provided, the following major replacements of plant equipment are scheduled:

FISCAL YEARS	<u>2010/11</u>	<u>2011/12</u>	<u>2012/13</u>
Water Plant #1	Ground Storage Tank Inspection & Clean \$35,000	HSP 1 VFD \$10,000	HSP Motor 2 \$5,000
	Well 1 Pump \$20,000		HSP 2 Pump \$10,000
	Well 1 Pump Motor \$7,500		HSP 2 VFD \$10,000
Water Plant #2	Ground Storage Tank Inspection & Cleaning \$35,000	Well 3 Pump \$15,000	HSP 4 VFD \$10,000
	HSP 4 Motor \$10,000	HSP 5 VFD \$10,000	Chlorine Generator \$150,000
	HSP 4 Pump \$15,000		
	Emergency Generator \$100,000		
ESTIMATED COST			
\$442,500	\$222,500	\$35,000	\$185,000
FUNDING SOURCES			
Public Utilities Fund Revenues			
TIME SCHEDULE	12 months	12 months	12 months
Completion within the fiscal year of each project			
ESTIMATED ANNUAL OPERATING COST			

PUBLIC WORKS

PUBLIC UTILITIES/WASTEWATER CAPITAL IMPROVEMENT PROGRAM
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PROJECT

The City Commission approved a policy regarding the installation of wastewater facilities to all commercial/industrial areas in the City and the mandatory hook-up to the wastewater system by the abutting businesses. The projects listed below comply with the City Commission policy. The installation of wastewater facilities abutting commercial/industrial properties has shown to increase the value of those abutting properties. Furthermore, the health, safety and welfare of the community is protected by reducing the likelihood of any public health problems associated with septic system failures. Future projects will be determined based on the recommendations of a master wastewater study.

FISCAL YEARS	<u>20010/11</u>	<u>2011/12</u>	<u>2012/13</u>	<u>2013/14</u>	<u>2014/15</u>
	Overstreet \$450,000	Oxford \$350,000	17-92 East SR434 to Sunshadow \$675,000	North Street RR - Forest Avenue \$80,000	N Ronald Reagan Vacuum Sewer \$1,029,440
		Evergreen \$180,000			
		Tullis \$250,000			
ESTIMATED COST					
\$3,014,440	\$450,000	\$780,000	\$675,000	\$80,000	\$1,029,440
FUNDING SOURCES					
Public Utilities Fund Revenues					
TIME SCHEDULE	12 months	12 months	12 months	12 months	12 months
Completion within the the fiscal year of each project					
ESTIMATED ANNUAL OPERATING COST	\$4,500	\$5,000	\$5,000	\$5,000	\$5,000

PUBLIC WORKS

CEMETERY CAPITAL IMPROVEMENT PROGRAM

PROJECT

FISCAL YEARS 2010/11 2011/12 2012/13 2013/14 2014/15

ESTIMATED COST

\$ - \$ - \$ - \$ - \$ - \$ -

FUNDING SOURCES

Public Utilities Fund Revenues

TIME SCHEDULE 12 months 12 months 12 months 12 months 12 months

Completion within the fiscal year of each project

ESTIMATED ANNUAL OPERATING COST

\$0 \$0 \$0 \$0 \$0



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**City of Longwood
Pay and Classification Plan
Fiscal Year 2009/2010**

Position	Hourly		Annually	
	Minimum	Maximum	Minimum	Maximum
Special Worker	\$10.0000			
Receptionist	\$10.0962	\$15.3847	\$21,000	\$32,000
Secretary	\$10.0962	\$15.3847	\$21,000	\$32,000
Records Clerk	\$11.0577	\$16.3462	\$23,000	\$34,000
Customer Service Representative	\$11.0577	\$16.3462	\$23,000	\$34,000
Permit Clerk	\$11.5385	\$17.3077	\$24,000	\$36,000
9 PW Maintenance Specialist I	\$11.5385	\$17.3077	\$24,000	\$36,000
Park Service Specialist I	\$11.5385	\$17.3077	\$24,000	\$36,000
Utilities Maintenance Specialist I	\$11.5385	\$17.3077	\$24,000	\$36,000
3 Business Tax/ HR Specialist	\$11.5385	\$17.3077	\$24,000	\$36,000
10 PW Maintenance Specialist II	\$12.5000	\$18.7500	\$26,000	\$39,000
Park Service Specialist II	\$12.5000	\$18.7500	\$26,000	\$39,000
Utilities Maintenance Specialist II	\$12.5000	\$18.7500	\$26,000	\$39,000
Administrative Assistant	\$12.5000	\$18.7500	\$26,000	\$39,000
Accounting Clerk	\$12.5000	\$18.7500	\$26,000	\$39,000
Police Evidence Custodian	\$13.4615	\$20.1923	\$28,000	\$42,000
Administrative Secretary	\$13.9423	\$21.1538	\$29,000	\$44,000
Payroll Clerk	\$13.9423	\$21.1538	\$29,000	\$44,000
Facilities Const. & Maint. Specialist	\$14.4231	\$21.6346	\$30,000	\$45,000
Code Enforcement Officer	\$15.3846	\$23.0769	\$32,000	\$48,000
1 Recreation Program/Community Bldg. Coordinator	\$15.8654	\$23.5577	\$33,000	\$49,000
Backflow Program Coordinator	\$16.3462	\$24.5192	\$34,000	\$51,000
Police Officer	\$16.0256	\$24.2674	\$35,000	\$53,000
Firefighter	\$11.6758	\$14.7895	\$34,000	\$43,067
Deputy City Clerk	\$16.8269	\$25.4808	\$35,000	\$53,000
8 Assistant to City Administrator	\$26.4423	\$39.9038	\$54,999	\$82,999
5 Planner/Planner Stormwater/Planner Economic Development	\$18.7500	\$28.3654	\$39,000	\$59,000
7 Recreational Program Coordinator	\$18.7500	\$28.3654	\$39,000	\$59,000
11 Horticulture Specialist I	\$18.7500	\$28.3654	\$39,000	\$59,000
PW Streets/Parks Service Supervisor	\$18.7500	\$28.3654	\$39,000	\$59,000

	Utilities Field Supervisor	\$18.7500	\$28.3654	\$39,000	\$59,000
	Accounting Manager	\$20.1923	\$30.2885	\$42,000	\$63,000
2	Human Resource Manager	\$20.1923	\$30.2885	\$42,000	\$63,000
	Purchasing Manager	\$20.1923	\$30.2885	\$42,000	\$63,000
6	Leisure Services Director	\$20.1923	\$30.2885	\$42,000	\$63,000
	Utility Billing Manager	\$20.1923	\$30.2885	\$42,000	\$63,000
	Police Sergeant	\$20.1465	\$30.2198	\$44,000	\$66,000
	Fire Lieutenant	\$16.2682	\$20.5913	\$47,373	\$59,962
12					
	Division Chief Training	\$22.7755	\$28.8278	\$47,373	\$59,962
13					
	Division Chief Fire Prevention	\$22.7755	\$28.8278	\$47,373	\$59,962
	Field Superintendent	\$26.6346	\$32.6923	\$45,000	\$68,000
	City Clerk	\$23.5577	\$35.5769	\$49,000	\$74,000
4					
	Police Commander	\$24.0385	\$36.0577	\$50,000	\$75,000
	Fire Battalion Chief	\$18.2005	\$27.1291	\$53,000	\$79,000
	Utility Division Manager	\$25.9615	\$38.9423	\$54,000	\$81,000
	Information Technology Manager	\$26.4423	\$39.9038	\$55,000	\$83,000
	Streets/Fleet Division Manager	\$26.9231	\$40.3846	\$56,000	\$84,000
	Community Service Director	\$33.1731	\$49.5192	\$69,000	\$103,000
	Financial Services Director	\$33.6538	\$50.4808	\$70,000	\$105,000
	Fire Chief	\$33.6538	\$36.0577	\$70,000	\$105,000
	Police Chief	\$35.5769	\$56.7308	\$74,000	\$118,000

1 Position Title Changed from Buyer

2 Position Title Changed from Personnel Manager

3 Position Title Changed from Occupational License Clerk

4 Position Title Changed from Police Lieutenant

5 Position Title Changed from Community Services Coordinator

6 Position Title Changed from Recreational Programs Manager

7 Position Title Changed from Public Works Maintenance Supervisor

8 Position Title Changed from Executive Assistant

9 Position Title Changed when Combining Property Maintenance and Recreation (Formerly PW Maintenance Specialist I)

10 Position Title Changed when Combining Property Maintenance and Recreation(Formerly PW Maintenance Specialist II)

11 Position Title Changed when Combining Property Maintenance and Recreation(Formerly PW Streets Supervisor)

12 Position Title Changed from Training Officer

13 Position Title Changed from Fire Marshal