

**CITY OF SEBASTIAN, FLORIDA**

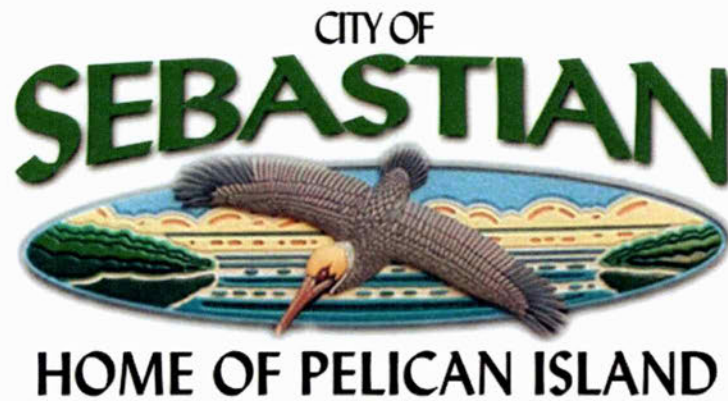
**CITY MANAGER'S RECOMMENDED  
BUDGET AND CAPITAL PROGRAM  
FISCAL YEAR 2020–2021**

**Draft as of June 24, 2020**

# CITY OF SEBASTIAN, FLORIDA 2020-2021 ANNUAL BUDGET

## RECOMMENDED FULL AND PART-TIME POSITIONS

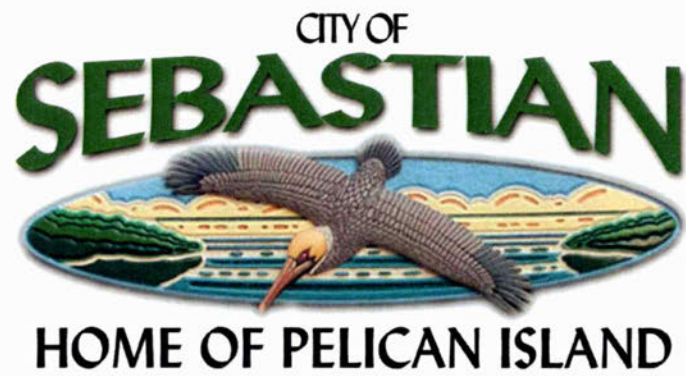
Department/Division	Budget FY 2016/2017		Budget FY 2017/2018		Budget FY 2018/2019		Budget FY 2019/2020		Amended Budget FY 2019/2020		Budget FY 2020/2021	
	F/T	P/T	F/T	P/T	F/T	P/T	F/T	P/T	F/T	P/T	F/T	P/T
City Council	0	5	0	5	0	5	0	5	0	5	0	5
City Manager	3	0	2	0	2	0	2	0	2	0	2	0
City Clerk	2	1	2	1	2	1	2	1	2	1	2	1
City Attorney	0	0	0	0	0	0	0	0	1	0	1	0
Administrative Services	5	1	6	0	6	0	6	0	6	0	6	0
Mgmt Information Svcs	2	0	3	3	4	2	4	2	4	2	4	2
Audio Visual	1	3	0	0	0	0	0	0	0	0	0	0
Leisure Services	9	18	8	17	12	18	12	7	13	6	13	4
Community Development	3	0	5	0	4	0	5	0	5	0	5	0
Police Administration	7	1	8	1	7	2	7	2	7	2	7	1
Police Operations	28	0	29	1	34	0	32	0	32	0	32	0
Police Investigations	7	10	7	11	7	10	9	10	9	10	9	11
Police Dispatch	10	0	10	0	10	0	10	0	10	0	10	0
Code Enforcement	3	0	3	0	3	0	3	0	3	0	3	0
Engineering	3	0	0	0	0	0	0	0	0	0	0	0
Roads & Maintenance	9	0	8	0	10	0	10	0	10	0	10	0
Fleet Management	4	0	4	0	4	0	3	0	3	0	3	0
Facilities Maintenance	2	1	3	0	3	0	4	0	4	0	4	0
Cemetery	1	1	2	0	2	0	2	0	2	0	2	0
<b>GENERAL FUND TOTALS</b>	<b>98</b>	<b>41</b>	<b>99</b>	<b>39</b>	<b>109</b>	<b>38</b>	<b>111</b>	<b>27</b>	<b>113</b>	<b>26</b>	<b>113</b>	<b>24</b>
<b>Stormwater Utility</b>	<b>8</b>	<b>0</b>	<b>13</b>	<b>1</b>	<b>14</b>	<b>1</b>	<b>13</b>	<b>1</b>	<b>13</b>	<b>1</b>	<b>13</b>	<b>1</b>
Golf Course Administration	2	6	2	5	2	4	2	4	2	4	2	4
Golf Course Carts	0	16	0	14	0	14	0	10	0	10	0	10
<b>Golf Course Total</b>	<b>2</b>	<b>22</b>	<b>2</b>	<b>19</b>	<b>2</b>	<b>18</b>	<b>2</b>	<b>14</b>	<b>2</b>	<b>14</b>	<b>2</b>	<b>14</b>
<b>Airport</b>	<b>3</b>	<b>0</b>	<b>3</b>	<b>0</b>	<b>2</b>	<b>0</b>	<b>1</b>	<b>1</b>	<b>1</b>	<b>1</b>	<b>1</b>	<b>1</b>
<b>Building Department</b>	<b>5</b>	<b>1</b>	<b>6</b>	<b>0</b>	<b>7</b>	<b>1</b>	<b>7</b>	<b>1</b>	<b>7</b>	<b>2</b>	<b>8</b>	<b>2</b>
<b>SUB-TOTALS</b>	<b>116.0</b>	<b>64.0</b>	<b>123.0</b>	<b>59.0</b>	<b>134.0</b>	<b>58.0</b>	<b>134.0</b>	<b>44.0</b>	<b>136.0</b>	<b>44.0</b>	<b>137.0</b>	<b>42.0</b>
<b>TOTAL POSITIONS</b>	<b>180.0</b>		<b>182.0</b>		<b>192.0</b>		<b>178.0</b>		<b>180.0</b>		<b>179.0</b>	
<b>FULL-TIME POSITIONS</b>	<b>148.00</b>		<b>152.50</b>		<b>163.00</b>		<b>156.00</b>		<b>158.00</b>		<b>158.00</b>	



CITY OF SEBASTIAN, FLORIDA  
ANNUAL BUDGET  
FISCAL YEAR 2020-2021

***GENERAL FUND***

**Draft as of June 24, 2020**



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# CITY OF SEBASTIAN, FLORIDA 2020/2021 ANNUAL BUDGET

## GENERAL FUND REVENUE DETAIL

Code: 001501

Account Number	Description	FY 16/17 Actual	FY 17/18 Actual	FY 18/19 Actual	Amended FY 19/20 Budget	Actual to 3/31/20	FY 19/20 Projected	Proposed FY 20/21 Budget
<b>TAXES</b>								
311000	Current Ad Valorem Taxes	3,726,976	3,703,536	3,861,686	3,881,497	3,573,869	3,921,929	4,182,807
311001	Delinquent Ad Valorem Taxes	77,898	83,126	79,857	70,000	0	80,000	80,000
<b>TOTAL AD VALOREM TAXES</b>		<b>3,804,874</b>	<b>3,786,661</b>	<b>3,941,543</b>	<b>3,951,497</b>	<b>3,573,869</b>	<b>4,001,929</b>	<b>4,262,807</b>
<b>FRANCHISE FEES</b>								
313100	Electric Franchise Fees	1,169,540	1,202,094	1,226,220	1,281,648	497,909	1,270,000	1,327,150
313700	Solid Waste Franchise Fees	84,201	95,060	96,595	98,488	39,377	108,540	113,424
313900	Other Franchise Fees - CNG	17,662	19,638	20,929	21,580	9,045	20,600	21,527
<b>TOTAL FRANCHISE FEES</b>		<b>1,271,402</b>	<b>1,316,792</b>	<b>1,343,744</b>	<b>1,401,716</b>	<b>546,331</b>	<b>1,399,140</b>	<b>1,462,101</b>
<b>UTILITY SERVICE TAXES</b>								
314100	Electric Utility Service Tax	1,640,256	1,725,188	1,769,201	1,831,554	721,694	1,829,680	1,912,016
314300	Water Utility Service Tax	277,004	282,002	305,344	328,120	128,514	325,780	340,440
314400	Gas Utility Service Tax	12,070	12,857	13,898	13,280	5,975	13,692	14,308
314800	Propane Utility Service Tax	39,579	39,506	41,450	42,578	15,906	40,575	42,401
314950	CST Revenue Sharing	740,071	748,619	752,567	802,441	311,355	778,587	813,612
<b>TOTAL UTILITY SERVICE TAXES</b>		<b>2,708,980</b>	<b>2,808,171</b>	<b>2,882,460</b>	<b>3,017,973</b>	<b>1,183,444</b>	<b>2,988,314</b>	<b>3,122,777</b>
<b>TOTAL TAXES &amp; FRANCHISE FEES</b>		<b>7,785,255</b>	<b>7,911,624</b>	<b>8,167,747</b>	<b>8,371,186</b>	<b>5,303,645</b>	<b>8,389,383</b>	<b>8,847,685</b>
<b>LICENSES AND PERMITS</b>								
321000	Business Taxes	85,221	90,944	87,023	95,000	73,083	85,000	85,000
321100	Business Tax - Penalties/Transfers	2,309	2,187	1,269	2,000	977	1,000	1,500
322060	Driveway Permit Fees	24,500	33,600	32,200	27,000	16,700	30,000	27,000
322075	Reinspection Fees	0	35	105	0	70	100	100
322080	Right-of-Way Permits	500	750	2,000	500	500	1,000	500
322100	Land Clearing Permits	0	0	0	14,500	6,425	13,000	13,000
322700	Accessory Structure	0	0	300	0	0	0	0
322900	Other Permits & Fees	2,744	2,785	2,644	2,700	1,382	2,700	2,700
329100	Zoning Fees	5,241	19,591	12,176	8,000	6,150	12,000	10,000
329200	Site Plan Review Fees	7,300	5,250	4,500	5,000	1,700	3,400	3,400
329300	Plat Review Fees	4,200	6,825	1,500	4,000	1,000	2,000	2,000
329400	Plan Checking Fees	975	1,425	675	1,000	1,050	1,500	1,500
329450	Engineer Review Fees	250	0	0	0	0	0	0
329500	Alarm Permits	2,660	2,530	2,420	2,500	930	2,500	2,500
<b>TOTAL LICENSES AND PERMITS</b>		<b>135,899</b>	<b>165,922</b>	<b>146,812</b>	<b>162,200</b>	<b>109,968</b>	<b>154,200</b>	<b>149,200</b>
<b>INTERGOVERNMENTAL REVENUE:</b>								
<b>FEDERAL GRANTS</b>								
331200	Fed Grant-Public Safety	6,708	4,828	5,388	0	1,425	1,425	0
331204	Fed - JAG Grant	16,131	0	3,442	3,334	3,334	3,334	0
334901	FEMA - Federal Reimb	0	1,255,042	494,833	128,887	14,706	14,706	128,887
334902	FEMA - State Reimb	0	184,668	37,787	14,779	0	0	14,779
	COVID-19 CARES Reimbursement	0	0	0	0	0	0	50,000
<b>TOTAL FEDERAL GRANTS</b>		<b>22,839</b>	<b>1,444,538</b>	<b>541,451</b>	<b>147,000</b>	<b>19,464</b>	<b>19,465</b>	<b>193,666</b>

# CITY OF SEBASTIAN, FLORIDA 2020/2021 ANNUAL BUDGET

## GENERAL FUND REVENUE DETAIL - CONTINUED

Code: 001501

Account		FY 16/17	FY 17/18	FY 18/19	Amended	Actual		Proposed
<u>Number</u>	<u>Description</u>	<u>Actual</u>	<u>Actual</u>	<u>Actual</u>	<u>FY 19/20</u>	<u>to</u>	<u>FY 19/20</u>	<u>FY 20/21</u>
					<u>Budget</u>	<u>3/31/20</u>	<u>Projected</u>	<u>Budget</u>
<b>STATE SHARED REVENUES</b>								
335120	Municipal Revenue Sharing	663,142	698,932	738,304	720,572	294,459	541,785	262,726
335122	8th Cent Motor Fuel Tax	208,091	215,375	219,918	243,516	86,225	150,280	76,933
335140	Mobile Home Licenses	13,349	15,151	14,670	15,808	12,466	15,125	15,125
335150	Alcohol Beverage Licenses	15,237	15,463	16,258	16,016	1,049	16,000	16,000
335180	Local Half-Cent Sales Tax	1,716,703	1,809,846	1,884,498	1,962,960	823,569	1,885,456	1,970,302
335200	Police Pension State Shared Revenue	168,628	188,923	198,770	0	0	0	0
<b>TOTAL STATE SHARED REVENUES</b>		<b>2,785,151</b>	<b>2,943,689</b>	<b>3,072,418</b>	<b>2,958,872</b>	<b>1,217,768</b>	<b>2,608,646</b>	<b>2,341,085</b>
<b>TOTAL INTER-GOV'T REVENUE</b>		<b>2,807,990</b>	<b>4,388,228</b>	<b>3,613,868</b>	<b>3,105,872</b>	<b>1,237,232</b>	<b>2,628,111</b>	<b>2,534,751</b>
<b>CHARGES FOR SERVICES</b>								
341920	Cert. Copying, Record Search	2,588	2,957	2,918	3,000	2,317	4,500	4,500
341930	Election Fees	305	183	366	400	0	400	400
342100	PD Special Services Fees	27,958	25,965	25,117	26,000	5,724	26,000	26,000
342102	School Resource Officers	0	0	70,858	75,000	36,180	36,180	75,000
343805	Cemetery Fees	9,290	12,591	11,446	12,000	4,890	12,000	12,000
347550	Skate Facility Fees	2,376	1,636	1,493	0	51	51	0
347551	Pickleball Lighting Fees	0	0	0	0	0	0	2,000
347555	Tennis Facility Fees	18,327	18,579	21,630	22,000	12,574	12,574	22,000
347556	County Impact Fees Admin. Fees	10,415	12,689	12,483	12,000	5,742	12,000	12,000
347557	Community Center Rec Revenues	17,663	19,256	19,163	20,000	8,816	8,816	20,000
349140	RRD-Management Fees	13,202	87,740	90,372	99,076	49,538	99,076	89,725
349163	Stormwater-Management Fees	0	0	0	80,555	40,278	80,555	89,345
349410	Golf Course-Management Fees	96,000	93,000	88,350	97,185	48,593	97,185	106,065
349450	Airport-Management Fees	45,500	45,000	72,425	93,485	46,743	93,485	116,866
349455	Maintenance Service Fees-AP	3,850	2,931	6,794	4,000	2,633	4,000	4,000
349480	Building Dept Management Fees	65,000	43,000	45,150	49,665	24,833	49,665	54,632
349485	Maintenance Services Fees-Bldg Dept.	286	1,528	534	500	199	400	500
349601	Cemetery-Management Fees	0	0	55,000	80,000	0	80,000	85,000
349620	Administrative Fees-Pension	0	24,000	24,000	24,000	6,000	24,000	24,000
<b>TOTAL CHGS FOR SERVICE</b>		<b>312,760</b>	<b>391,054</b>	<b>548,100</b>	<b>698,866</b>	<b>295,108</b>	<b>640,887</b>	<b>744,033</b>
<b>FINES AND FORFEITS</b>								
351100	Court Fines	12,633	13,935	14,793	13,000	8,532	14,000	14,000
351115	Police Education-\$2.00 Funds	1,044	1,143	1,558	1,100	860	1,200	1,200
351120	Drivers Education	71	0	0	0	0	0	0
351140	Parking Fines	845	855	470	500	45	250	500
354100	Code Enforcement Fines	55,631	31,407	34,135	25,000	27,591	35,000	35,000
359000	Other Fines/Forfeits	187	361	40	200	84	200	200
<b>TOTAL FINES AND FORFEITS</b>		<b>70,411</b>	<b>47,701</b>	<b>50,997</b>	<b>39,800</b>	<b>37,112</b>	<b>50,650</b>	<b>50,900</b>
<b>MISCELLANEOUS REVENUE:</b>								
<b>INTEREST EARNINGS</b>								
361100	Interest Income	37,199	61,013	96,267	126,000	30,784	45,000	45,000
361105	State Board Interest Earnings	14,495	27,653	33,665	45,000	10,083	15,000	15,000
361150	Other Interest	3,893	902	1,602	1,270	1,057	1,500	1,500
<b>TOTAL INTEREST EARNINGS</b>		<b>55,587</b>	<b>89,567</b>	<b>131,534</b>	<b>172,270</b>	<b>41,924</b>	<b>61,500</b>	<b>61,500</b>

# CITY OF SEBASTIAN, FLORIDA 2020/2021 ANNUAL BUDGET

## GENERAL FUND REVENUE DETAIL - CONTINUED

Code: 001501

Account Number	Description	FY 16/17 Actual	FY 17/18 Actual	FY 18/19 Actual	Amended FY 19/20 Budget	Actual to 3/31/20	FY 19/20 Projected	Proposed FY 20/21 Budget
<b>RENT AND ROYALTIES</b>								
362100	Rents and Royalties	16,547	22,234	22,043	28,000	14,241	28,000	28,000
362150	Nontaxable Rent	102,752	103,778	117,707	100,000	44,823	115,000	115,000
<b>TOTAL RENT AND ROYALTIES</b>		<b>119,298</b>	<b>126,012</b>	<b>139,750</b>	<b>128,000</b>	<b>59,064</b>	<b>143,000</b>	<b>143,000</b>
<b>SALE OF FIXED ASSETS</b>								
364100	Sale of Fixed Assets	40,106	48,215	23,672	55,000	18,495	45,000	45,000
365000	Sale of Surplus Material/Scrap	3,700	9,869	6,134	5,000	460	5,000	5,000
<b>TOTAL SALES OF FIXED ASSETS</b>		<b>43,806</b>	<b>58,084</b>	<b>29,805</b>	<b>60,000</b>	<b>18,955</b>	<b>50,000</b>	<b>50,000</b>
<b>CONTRIBUTIONS/DONATIONS</b>								
366000	Contributions & Donations	2,900	1,860	7,899	9,719	1,459	5,000	5,000
366150	75th Anniversary Revenues	1,390	1,600	300	1,500	450	450	500
366200	Contribution/Greer Trust	12,000	13,000	8,200	8,000	8,100	8,100	0
366602	Donations-PD Safety Classes	0	0	810	0	0	0	0
366603	Donations-COPE Unit	0	21,317	3,774	0	0	0	0
366604	Donations-Public Safety Employees	6,003	3,955	5,156	0	0	0	0
366605	Donations-General Empl Fund	627	938	357	0	0	0	0
366805	4th of July Donations	2,500	2,600	2,500	2,500	2,500	2,500	2,500
<b>TOTAL CONTRIBUTIONS/DONATIONS</b>		<b>25,420</b>	<b>45,270</b>	<b>28,996</b>	<b>21,719</b>	<b>12,509</b>	<b>16,050</b>	<b>8,000</b>
<b>OTHER MISCELLANEOUS REVENUES</b>								
367000	Gain/Loss on Investments	4,242	0	23,669	0	5,909	6,000	0
369100	Motor Fuel Tax Rebate	14,181	15,406	17,246	15,000	7,713	15,500	15,500
369200	Insurance Proceeds	43,117	30,354	33,463	35,000	80,559	85,000	35,000
369400	Reimbursements	7,151	32,473	15,744	34,275	4,970	10,000	15,000
369900	Other Miscellaneous Revenues	92	186	1,392	200	329	500	500
369955	Vend Mach Sales-Gen Empl Fund	148	110	69	100	0	100	100
<b>TOTAL OTHER MISCELLANEOUS REV.</b>		<b>68,932</b>	<b>78,529</b>	<b>91,583</b>	<b>84,575</b>	<b>99,479</b>	<b>117,100</b>	<b>66,100</b>
<b>TOTAL MISCELLANEOUS REVENUE</b>		<b>313,043</b>	<b>397,461</b>	<b>421,667</b>	<b>466,564</b>	<b>231,931</b>	<b>387,650</b>	<b>328,600</b>
<b>TOTAL REVENUES</b>		<b>11,425,359</b>	<b>13,301,990</b>	<b>12,949,191</b>	<b>12,844,488</b>	<b>7,214,995</b>	<b>12,250,881</b>	<b>12,655,169</b>
<b>INTERFUND TRANSFERS</b>								
381163	Transfer from 163 STORMWATER	650,000	700,000	0	0	0	0	0
381360	Transfer from 363 STORMWATER	0	0	23,928	0	0	0	0
381410	Transfer from 410 GOLF	0	0	0	0	0	26,901	35,000
381450	Transfer from 450 AIRPORT	10,000	0	0	25,000	12,500	25,000	150,000
381601	Transfer from 601 CEMETERY	3,569	4,638	0	0	0	0	0
<b>TOTAL INTERFUND TRANSFERS</b>		<b>663,569</b>	<b>704,638</b>	<b>23,928</b>	<b>25,000</b>	<b>12,500</b>	<b>51,901</b>	<b>185,000</b>
<b>TOTAL REVENUES AND TRANSFERS</b>		<b>12,088,928</b>	<b>14,006,628</b>	<b>12,973,119</b>	<b>12,869,488</b>	<b>7,227,495</b>	<b>12,302,782</b>	<b>12,840,169</b>
<b>OTHER FINANCING SOURCES</b>								
389991	Change in Fund Balance	(1,319,386)	0	0	254,089	0	595,809	0
<b>TOTAL OTHER SOURCES</b>		<b>(1,319,386)</b>	<b>0</b>	<b>0</b>	<b>254,089</b>	<b>0</b>	<b>595,809</b>	<b>0</b>
<b>TOTAL REV. AND OTHER SOURCES</b>		<b>10,769,542</b>	<b>14,006,628</b>	<b>12,973,119</b>	<b>13,123,577</b>	<b>7,227,495</b>	<b>12,898,591</b>	<b>12,840,169</b>

# CITY OF SEBASTIAN, FLORIDA 2020/2021 ANNUAL BUDGET

## SUMMARY OF GENERAL FUND EXPENDITURES BY DEPARTMENT/DIVISION

Org Code	Description	FY 16/17 Actual	FY 17/18 Actual	FY 18/19 Actual	Amended FY 19/20 Budget	FY 19/20 Projected	FY 20/21 Budget
010001	City Council	\$ 53,751	\$ 53,664	\$ 52,259	\$ 63,080	\$ 57,074	\$ 59,737
010005	City Manager	264,000	425,856	336,677	276,527	269,380	286,148
010009	City Clerk	180,698	207,260	205,292	229,861	224,026	213,657
010010	City Attorney	68,346	100,267	105,409	181,738	228,593	197,538
010020	Administrative Services	571,115	651,177	672,001	695,567	688,739	693,359
010021	Management Information Servic	163,425	385,022	464,729	537,772	536,497	508,634
010022	Audio Visual	105,534	0	0	0	0	0
010041	Police Administration	1,004,482	1,075,874	1,052,404	1,095,279	1,026,850	862,635
010043	Police Operations	2,598,763	3,045,451	3,412,730	3,427,804	3,419,694	3,501,908
010047	Police Investigations	714,488	754,632	818,247	1,051,451	1,046,077	1,097,082
010049	Police Dispatch	611,029	599,063	622,038	653,693	638,600	653,778
010045	Code Enforcement Division	164,704	178,587	184,410	191,648	189,261	193,315
010051	Engineering	597,616	0	0	0	0	0
010052	Roads and Maintenance	455,432	808,444	887,151	991,997	975,715	1,027,190
010053	Stormwater Utility	713,390	1,120,302	1,120,302	0	0	0
010054	Fleet Management	213,861	218,860	232,278	212,349	200,118	211,227
010056	Facilities Maintenance	427,285	489,500	398,280	575,943	590,599	560,688
010059	Cemetery	166,376	186,139	178,033	179,676	178,582	228,114
010057	Leisure Services	923,457	879,540	1,145,017	1,194,420	1,128,034	1,110,085
010080	Community Development	214,587	395,776	366,205	589,724	554,681	507,450
010099	Non-Departmental	3,195,976	1,564,956	1,014,277	994,048	946,071	927,624
Total General Fund Expenditure		\$ 13,408,315	\$ 13,140,369	\$ 13,267,741	\$ 13,142,577	\$ 12,898,591	\$ 12,840,169
Total Revenues and Transfers		12,088,928	14,006,628	12,973,119	12,869,488	12,302,782	12,840,169
Change in Fund Balance		\$ (1,319,386)	\$ 866,259	\$ (294,622)	\$ (273,089)	\$ (595,808)	0



# CITY OF SEBASTIAN, FLORIDA 2020/2021 ANNUAL BUDGET

## GENERAL FUND OPERATING SUMMARY EXPENDITURE BY DEPARTMENT/DIVISION

Department	2017 Actual	2018 Actual	2019 Actual	2020 Budget	2020 Projected	2021 Budget
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### CITY COUNCIL

PERSONAL SERVICES	\$ 22,729	\$ 22,728	\$ 22,736	\$ 22,738	\$ 22,729	\$ 22,732
OPERATING EXPENDITURES	31,022	30,936	29,523	40,342	34,345	37,005
CAPITAL OUTLAY	-	-	-	-	-	-
<b>TOTAL</b>	<b>\$ 53,751</b>	<b>\$ 53,664</b>	<b>\$ 52,259</b>	<b>\$ 63,080</b>	<b>\$ 57,074</b>	<b>\$ 59,737</b>

### CITY MANAGER

PERSONAL SERVICES	\$ 257,129	\$ 386,539	\$ 325,131	\$ 260,782	\$ 259,185	\$ 269,056
OPERATING EXPENDITURES	6,870	39,317	11,546	15,745	10,195	17,092
CAPITAL OUTLAY	-	-	-	-	-	-
<b>TOTAL</b>	<b>\$ 264,000</b>	<b>\$ 425,856</b>	<b>\$ 336,677</b>	<b>\$ 276,527</b>	<b>\$ 269,380</b>	<b>\$ 286,148</b>

### CITY CLERK

PERSONAL SERVICES	\$ 150,152	\$ 159,304	\$ 170,673	\$ 175,111	\$ 172,752	\$ 181,367
OPERATING EXPENDITURES	30,545	47,955	20,636	54,750	51,274	29,980
CAPITAL OUTLAY	-	-	13,983	-	-	2,310
<b>TOTAL</b>	<b>\$ 180,698</b>	<b>\$ 207,260</b>	<b>\$ 205,292</b>	<b>\$ 229,861</b>	<b>\$ 224,026</b>	<b>\$ 213,657</b>

### CITY ATTORNEY

PERSONAL SERVICES	\$ -	\$ -	\$ -	\$ 98,150	\$ 98,150	\$ 160,151
OPERATING EXPENDITURES	68,346	100,267	105,409	83,588	130,443	37,387
CAPITAL OUTLAY	-	-	-	-	-	-
<b>TOTAL</b>	<b>\$ 68,346</b>	<b>\$ 100,267</b>	<b>\$ 105,409</b>	<b>\$ 181,738</b>	<b>\$ 228,593</b>	<b>\$ 197,538</b>

### ADMINISTRATIVE SERVICES

PERSONAL SERVICES	\$ 461,830	\$ 525,070	\$ 540,448	\$ 557,951	\$ 555,147	\$ 548,286
OPERATING EXPENDITURES	105,234	126,108	131,553	137,616	133,592	145,073
CAPITAL OUTLAY	4,050	-	-	-	-	-
<b>TOTAL</b>	<b>\$ 571,115</b>	<b>\$ 651,177</b>	<b>\$ 672,001</b>	<b>\$ 695,567</b>	<b>\$ 688,739</b>	<b>\$ 693,359</b>

### MANAGEMENT INFORMATION SERVICES

PERSONAL SERVICES	\$ 111,969	\$ 246,755	\$ 314,098	\$ 348,448	\$ 347,173	\$ 351,218
OPERATING EXPENDITURES	51,456	138,267	126,311	188,412	188,412	157,416
CAPITAL OUTLAY	-	-	24,320	912	912	-
<b>TOTAL</b>	<b>\$ 163,425</b>	<b>\$ 385,022</b>	<b>\$ 464,729</b>	<b>\$ 537,772</b>	<b>\$ 536,497</b>	<b>\$ 508,634</b>

### AUDIO VISUAL

PERSONAL SERVICES	\$ 91,008	\$ -	\$ -	\$ -	\$ -	\$ -
OPERATING EXPENDITURES	14,526	-	-	-	-	-
CAPITAL OUTLAY	-	-	-	-	-	-
<b>TOTAL</b>	<b>\$ 105,534</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>

### COMMUNITY DEVELOPMENT

PERSONAL SERVICES	\$ 180,910	\$ 357,598	\$ 318,631	\$ 424,545	\$ 398,283	\$ 424,825
OPERATING EXPENDITURES	33,677	38,178	47,574	148,705	141,748	66,125
CAPITAL OUTLAY	-	-	-	16,474	14,650	16,500
<b>TOTAL</b>	<b>\$ 214,587</b>	<b>\$ 395,776</b>	<b>\$ 366,205</b>	<b>\$ 589,724</b>	<b>\$ 554,681</b>	<b>\$ 507,450</b>

Department	2017 Actual	2018 Actual	2019 Actual	2020 Budget	2020 Projected	2021 Budget
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**POLICE DEPARTMENT - ADMINISTRATION**

PERSONAL SERVICES	\$ 883,814	\$ 919,624	\$ 919,091	\$ 919,839	\$ 866,516	\$ 726,981
OPERATING EXPENDITURES	120,669	119,785	133,314	155,440	140,640	135,654
CAPITAL OUTLAY	-	36,465	-	20,000	19,694	-
<b>TOTAL</b>	<b>\$ 1,004,482</b>	<b>\$ 1,075,874</b>	<b>\$ 1,052,404</b>	<b>\$ 1,095,279</b>	<b>\$ 1,026,850</b>	<b>\$ 862,635</b>

**POLICE DEPARTMENT - OPERATIONS**

PERSONAL SERVICES	\$ 2,308,436	\$ 2,727,327	\$ 3,100,165	\$ 3,079,499	\$ 3,097,397	\$ 3,161,351
OPERATING EXPENDITURES	270,954	294,835	290,787	301,989	279,597	310,557
CAPITAL OUTLAY	19,373	23,289	21,778	46,316	42,700	30,000
<b>TOTAL</b>	<b>\$ 2,598,763</b>	<b>\$ 3,045,451</b>	<b>\$ 3,412,730</b>	<b>\$ 3,427,804</b>	<b>\$ 3,419,694</b>	<b>\$ 3,501,908</b>

**POLICE DEPARTMENT - INVESTIGATIONS**

PERSONAL SERVICES	\$ 603,083	\$ 648,579	\$ 664,952	\$ 891,625	\$ 884,682	\$ 939,003
OPERATING EXPENDITURES	106,217	106,054	115,848	131,773	134,286	147,479
CAPITAL OUTLAY	5,188	-	37,446	28,053	27,109	10,600
<b>TOTAL</b>	<b>\$ 714,488</b>	<b>\$ 754,632</b>	<b>\$ 818,247</b>	<b>\$ 1,051,451</b>	<b>\$ 1,046,077</b>	<b>\$ 1,097,082</b>

**POLICE DEPARTMENT - DISPATCH**

PERSONAL SERVICES	\$ 600,680	\$ 590,500	\$ 611,731	\$ 642,853	\$ 626,537	\$ 639,942
OPERATING EXPENDITURES	10,349	8,563	10,307	10,840	12,063	13,836
CAPITAL OUTLAY	-	-	-	-	-	-
<b>TOTAL</b>	<b>\$ 611,029</b>	<b>\$ 599,063</b>	<b>\$ 622,038</b>	<b>\$ 653,693</b>	<b>\$ 638,600</b>	<b>\$ 653,778</b>

**CODE ENFORCEMENT**

PERSONAL SERVICES	\$ 149,566	\$ 159,672	\$ 165,801	\$ 171,610	\$ 171,480	\$ 172,607
OPERATING EXPENDITURES	15,138	18,914	18,610	20,038	17,781	20,708
CAPITAL OUTLAY	-	-	-	-	-	-
<b>TOTAL</b>	<b>\$ 164,704</b>	<b>\$ 178,587</b>	<b>\$ 184,410</b>	<b>\$ 191,648</b>	<b>\$ 189,261</b>	<b>\$ 193,315</b>

**ENGINEERING**

PERSONAL SERVICES	\$ 293,557	\$ -	\$ -	\$ -	\$ -	\$ -
OPERATING EXPENDITURES	239,138	-	-	-	-	-
CAPITAL OUTLAY	64,921	-	-	-	-	-
<b>TOTAL</b>	<b>\$ 597,616</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>

Department	2017 Actual	2018 Actual	2019 Actual	2020 Budget	2020 Projected	2021 Budget
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**PUBLIC WORKS - ROADS AND MAINTENANCE**

PERSONAL SERVICES	\$ 379,293	\$ 462,678	\$ 505,970	\$ 600,329	\$ 583,990	\$ 609,639
OPERATING EXPENDITURES	72,500	338,222	325,439	352,118	352,535	369,151
CAPITAL OUTLAY	3,639	7,544	55,743	39,550	39,190	48,400
<b>TOTAL</b>	<b>\$ 455,432</b>	<b>\$ 808,444</b>	<b>\$ 887,151</b>	<b>\$ 991,997</b>	<b>\$ 975,715</b>	<b>\$ 1,027,190</b>

**PUBLIC FACILITIES - STORMWATER UTILITY**

PERSONAL SERVICES	\$ 336,195	\$ 630,002	\$ 630,002	\$ -	\$ -	\$ -
OPERATING EXPENDITURES	377,195	488,037	488,037	-	-	-
CAPITAL OUTLAY	-	2,263	2,263	-	-	-
<b>TOTAL</b>	<b>\$ 713,390</b>	<b>\$ 1,120,302</b>	<b>\$ 1,120,302</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>

**PUBLIC FACILITIES - FLEET MANAGEMENT**

PERSONAL SERVICES	\$ 184,297	\$ 194,428	\$ 194,159	\$ 186,004	\$ 180,673	\$ 185,787
OPERATING EXPENDITURES	27,228	24,432	28,524	26,345	19,445	22,640
CAPITAL OUTLAY	2,335	-	9,595	-	-	2,800
<b>TOTAL</b>	<b>\$ 213,861</b>	<b>\$ 218,860</b>	<b>\$ 232,278</b>	<b>\$ 212,349</b>	<b>\$ 200,118</b>	<b>\$ 211,227</b>

**PUBLIC FACILITIES - CEMETERY**

PERSONAL SERVICES	\$ 140,365	\$ 149,728	\$ 145,725	\$ 151,217	\$ 152,217	\$ 172,899
OPERATING EXPENDITURES	26,011	27,920	32,308	28,459	26,365	35,215
CAPITAL OUTLAY	-	8,491	-	-	-	20,000
<b>TOTAL</b>	<b>\$ 166,376</b>	<b>\$ 186,139</b>	<b>\$ 178,033</b>	<b>\$ 179,676</b>	<b>\$ 178,582</b>	<b>\$ 228,114</b>

**PUBLIC FACILITIES - FACILITIES MAINTENANCE**

PERSONAL SERVICES	\$ 92,872	\$ 133,131	\$ 160,659	\$ 279,543	\$ 279,543	\$ 284,664
OPERATING EXPENDITURES	225,941	232,174	219,247	253,735	268,531	255,724
CAPITAL OUTLAY	108,473	124,195	18,374	42,665	42,525	20,300
<b>TOTAL</b>	<b>\$ 427,285</b>	<b>\$ 489,500</b>	<b>\$ 398,280</b>	<b>\$ 575,943</b>	<b>\$ 590,599</b>	<b>\$ 560,688</b>

**LEISURE SERVICES**

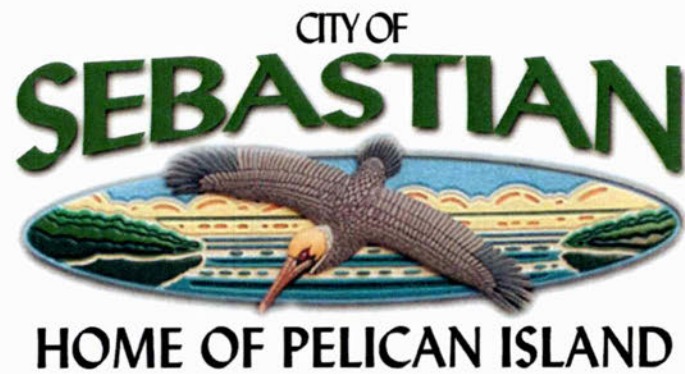
PERSONAL SERVICES	\$ 518,371	\$ 505,975	\$ 759,730	\$ 819,797	\$ 763,896	\$ 786,673
OPERATING EXPENDITURES	394,206	369,197	244,648	229,455	218,970	260,412
CAPITAL OUTLAY	10,880	4,368	140,640	145,168	145,168	63,000
<b>TOTAL</b>	<b>\$ 923,457</b>	<b>\$ 879,540</b>	<b>\$ 1,145,017</b>	<b>\$ 1,194,420</b>	<b>\$ 1,128,034</b>	<b>\$ 1,110,085</b>

**NON-DEPARTMENTAL**

PERSONAL SERVICES	\$ 409,276	\$ 291,741	\$ 278,439	\$ 287,800	\$ 268,500	\$ 269,600
OPERATING EXPENDITURES	611,345	634,268	712,594	701,557	672,880	658,024
CAPITAL OUTLAY	1,765	2,918	-	-	-	-
GRANTS AND AIDS	-	-	-	-	-	-
INTERFUND TRANSFERS OUT	2,173,590	636,029	23,244	4,691	4,691	-
CONTINGENCY	-	-	-	-	-	-
<b>TOTAL</b>	<b>\$ 3,195,976</b>	<b>\$ 1,564,956</b>	<b>\$ 1,014,277</b>	<b>\$ 994,048</b>	<b>\$ 946,071</b>	<b>\$ 927,624</b>

**TOTALS**

PERSONAL SERVICES	\$ 8,175,533	\$ 9,111,377	\$ 9,828,141	\$ 9,917,841	\$ 9,728,850	\$ 9,906,781
OPERATING EXPENDITURES	2,838,568	3,183,431	3,092,214	2,880,907	2,833,102	2,719,478
CAPITAL OUTLAY	220,623	209,532	324,141	339,138	331,948	213,910
GRANTS AND AIDS	-	-	-	-	-	-
INTERFUND TRANSFERS OUT	2,173,590	636,029	23,244	4,691	4,691	-
CONTINGENCY	-	-	-	-	-	-
<b>TOTAL GENERAL FUND</b>	<b>\$ 13,408,315</b>	<b>\$ 13,140,369</b>	<b>\$ 13,267,741</b>	<b>\$ 13,142,577</b>	<b>\$ 12,898,591</b>	<b>\$ 12,840,169</b>



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# CITY OF SEBASTIAN, FLORIDA 2020/2021 ANNUAL BUDGET

## CITY COUNCIL

City Council is the elected governing body for the City of Sebastian and serves in a legislative capacity. City Council directs the offices of the City Manager, City Attorney and City Clerk. The City Council adopts the City's annual budget, adopts and amends the Code of Ordinances and LDC, hears appeals to decisions of the Planning and Zoning Commission, acts as the Community Redevelopment Agency and Board of Adjustment, and hears citizen concerns and ideas at Council meetings, through public forums and by individual contact. Individual members represent the Council on various County and regional boards.

## FISCAL YEAR 2020 ACCOMPLISHMENTS

- ✓
- ✓
- ✓
- ✓
- ✓
- ✓
- ✓
- ✓
- ✓

## FISCAL YEAR 2021 GOALS AND OBJECTIVES

**City Goal: Direct Overall Municipal Service Delivery with specific focus on:**

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## PERFORMANCE MEASURES

Performance Indicators	Actual 2016/2017	Actual 2017/2018	Actual 2018/2019	Projected 2019/2020	Projected 2020/2021
Number of Council Meetings Conducted	21	18	22	18	18
Number of CRA Meetings Conducted	8	8	4	5	5
Number of Board of Adjustment Meetings Conducted	2	3	2	3	2
Number of Ordinances Adopted	3	9	8	5	12
Number of Resolutions Adopted	35	34	31	35	35
Number of Board Appointments	16	13	15	15	30

# CITY OF SEBASTIAN, FLORIDA 2020/2021 ANNUAL BUDGET

## CITY COUNCIL PROGRAM BUDGET DESCRIPTION

STAFFING		NATURE OF ACTIVITY
19/20	20/21	
35.00%	40.00%	<u>Regular and Special Meetings</u> - Preparation and attendance at meetings (24 regular City Council and other CRA, Board of Adjustment and Council workshops/special meetings). Responsible for all legislative functions of City Government, including the establishment of laws and policies, and appointing qualified citizens to boards and committees.
10.00%	10.00%	<u>City Functions and Events</u> - Attendance at functions. Public relations.
25.00%	25.00%	<u>Conference, Legislative, County, State, and Local Meetings</u> - Attendance at assigned County and regional meetings. City representation at all levels of government and intra-governmental affairs.
30.00%	25.00%	<u>Citizens' Problems and Complaints</u> - Assisting Citizens in referring complaints and problems to the City Manager for follow-up.
100.00%	100.00%	

## CITY COUNCIL BUDGET SUMMARY

The Fiscal Year 2020-2021 proposed budget for City Council is \$ 59,737. This compares to the 2019-2020 projected expenditures of \$ 57,074, an increase of \$ 2,663, or 4.67%.

	FY 16/17	FY 17/18	FY 18/19	Amended FY 19/20	Projected FY 19/20	FY 20/21	
	Actual	Actual	Actual	Budget	Expenditures	Budget	Difference
Personal Services	\$ 22,729	\$ 22,728	\$ 22,736	\$ 22,738	\$ 22,729	\$ 22,732	\$ 3
Operating Expenditures	31,022	30,936	29,523	40,342	34,345	37,005	2,660
Capital Outlay	-	-	-	-	-	-	-
Total	\$ 53,751	\$ 53,664	\$ 52,259	\$ 63,080	\$ 57,074	\$ 59,737	\$ 2,663

Fiscal Year 2020-2021 Proposed Budget -

Major Current Level Changes from Fiscal Year 2019-2020 Projected Expenditures:

	<u>Difference</u>
1. <b>Personal Services</b> - Slight increase due to projected workers compensation rate increase.	\$ 3
2. <b>Operating Expenditures</b> - Increase due primarily to additional training and travel.	\$ 2,660
3. <b>Capital Outlay</b> - No change.	\$ -

# CITY OF SEBASTIAN, FLORIDA 2020/2021 ANNUAL BUDGET

## PERSONAL SERVICES SCHEDULE

### CITY COUNCIL

<u>POSITION</u>	<u>PAY RANGE</u>	<u>FULL TIME EQUIVALENTS</u>				<u>Projected Expenditures</u>	<u>Budget</u>
		<u>18/19</u>	<u>19/20</u>	<u>Amended 19/20</u>	<u>20/21</u>	<u>19/20</u>	<u>20/21</u>
Mayor	5,400	1.00	1.00	1.00	1.00	\$ 5,400	\$ 5,400
Vice-Mayor	3,600	1.00	1.00	1.00	1.00	3,600	3,600
Council Member	3,600	3.00	3.00	3.00	3.00	10,800	10,800
		5.00	5.00	5.00	5.00		
<b>TOTAL SALARIES</b>						\$ 19,800	\$ 19,800
FICA Taxes						2,892	2,892
Worker's Compensation Insurance						37	40
<b>Total Personal Services</b>						<b>\$ 22,729</b>	<b>\$ 22,732</b>

### CITY COUNCIL

Code: 010001

<u>Account Number</u>	<u>Description</u>	<u>FY 16/17 Actual</u>	<u>FY 17/18 Actual</u>	<u>FY 18/19 Actual</u>	<u>Amended FY 19/20 Budget</u>	<u>FY 19/20 Projected</u>	<u>FY 20/21 Dept Request</u>	<u>Proposed FY 20/21 Budget</u>
<b>PERSONAL SERVICES</b>								
511200	Legislative Salaries	19,800	19,800	19,800	19,800	19,800	19,800	19,800
512100	FICA Taxes	2,892	2,892	2,892	2,892	2,892	2,892	2,892
512400	Worker's Comp Insurance	38	36	44	46	37	40	40
<b>TOTAL PERSONAL SERVICES</b>		<b>22,729</b>	<b>22,728</b>	<b>22,736</b>	<b>22,738</b>	<b>22,729</b>	<b>22,732</b>	<b>22,732</b>
<b>OPERATING EXPENDITURES</b>								
534000	Travel & Per Diem	24,217	24,825	23,347	31,800	26,100	27,750	27,750
534105	Cellular Telephone	1,293	1,667	1,873	1,884	1,115	1,140	1,140
534110	Internet Access	1,064	575	433	433	1,170	1,300	1,300
534800	Promotional Activities	190	171	572	700	575	500	500
535200	Departmental Supplies	467	517	326	930	820	865	865
535210	Computer Supplies	565	28	22	650	620	1,000	1,000
535410	Dues and Memberships	0	200	200	200	200	200	200
535420	Books and Publications	0	24	0	95	95	50	50
535450	Training and Education	3,225	2,930	2,750	3,650	3,650	4,200	4,200
<b>TOTAL OPERATING EXPENDITURES</b>		<b>31,022</b>	<b>30,936</b>	<b>29,523</b>	<b>40,342</b>	<b>34,345</b>	<b>37,005</b>	<b>37,005</b>
<b>CAPITAL OUTLAY</b>								
606400	Vehicles and Equipment	0	0	0	0	0	0	0
<b>TOTAL CAPITAL OUTLAY</b>		<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>TOTAL CITY COUNCIL</b>		<b>53,751</b>	<b>53,664</b>	<b>52,259</b>	<b>63,080</b>	<b>57,074</b>	<b>59,737</b>	<b>59,737</b>

# **CITY OF SEBASTIAN, FLORIDA 2020/2021 ANNUAL BUDGET**

## **CITY MANAGER**

In 1987, the voters of Sebastian adopted the Council/Manager form of government. The City Manager, appointed by and serving at the pleasure of the City Council, is the chief operating officer of municipal government. The City Manager's office provides administrative direction for all municipal operations consistent with goals adopted by City Council. As such, the City Manager implements policies of the City Council and is responsible for the oversight of the day-to-day operations of the City, as well as ensuring that services and operations function in an efficient, timely and cost-effective manner while still in accordance with City Council objectives.

As chief operating officer of the City, the City Manager's office is involved in the following functions: the daily administration of the City; appointing authority for all City employees; supervision and evaluation of the management team; coordination of intra and inter-governmental affairs; acting as the administrative spokesperson for the City; formulation of the annual budget; recommendations with respect to departmental and non-departmental expenditures and the capital improvement program; preparation of reports and data to assist the City Council in making formal decisions; ensuring effective and efficient action on citizen complaints and requests for service; and conducting administrative research and analysis.

## **FISCAL YEAR 2020 ACCOMPLISHMENTS**

- ✓ Updated and redesigned the City's Website to make navigation through the site more efficient, secure, and maintain ADA compliance.
- ✓ Facilitated Pickle Ball construction.
- ✓ Assisted in the City's 100K Award of the Indian River Lagoon National Estuary Program Grant.
- ✓ Assisted in the City's 30K Award of the FAA CARES Act Grant.
- ✓ Assisted in the City's 69K Award of the FAA Airport Improvement Grant.
- ✓ Assisted in the City's 297K Award of the St. John's River Water Management Cost Share Plan Grant.
- ✓ Assisted in the City's 800K Award of the FDOT Sewer Infrastructure Grant.

## **FISCAL YEAR 2021 GOALS AND OBJECTIVES**

### **City Goal: Governmental Efficiency**

#### **City Operations**

- Complete a comprehensive Stormwater Master Plan.
- Complete the City's overall Strategic Plan.

#### **Quality Service to Citizens**

- Provide a prompt response to citizen complaints and/or requests and provide help where appropriate.
- Continue to be transparent and maintain residents informed about City services, projects, and the community overall.
- Working on design and value engineering for the construction of the Public Works Compound.

#### **Provide Effective Support to City Council**

- Continue to keep City Council informed in a proactive manner.
- Follow legislation that may affect the City.

#### **Maintain Positive Intergovernmental Relations**

- Maintain open lines of communication with other governmental entities.
- Continue to work with legislative delegation in Tallahassee, in support of the City's projects, goals, and objectives.



# CITY OF SEBASTIAN, FLORIDA 2020/2021 ANNUAL BUDGET

## PERFORMANCE MEASURES

Performance Indicators	Actual 2016/2017	Actual 2017/2018	Actual 2018/2019	Projected 2019/2020	Projected 2020/2021
Per Capita Level of Service Cost	\$580	\$543	\$539	\$512	\$510
Per Capita Number of Full-time Employees	5.01	5.08	5.44	5.36	5.44
General Fund Unrestricted Funds vs. Expenditures	33.61%	40.89%	46.72%	43.44%	43.64%

## CITY MANAGER PROGRAM BUDGET DESCRIPTION

STAFFING		NATURE OF ACTIVITY
19/20	20/21	
40.00%	40.00%	<b>Management and Supervision of City Programs and Projects</b> - Plan, organize, direct, coordinate, and report on City Projects. Improve and expand efforts for quality public services.
20.00%	20.00%	<b>Preparation of City Council Agenda</b> - Provide City Council members with recommendations on issues requiring legislative actions and implementation of their decisions. Initiate and review all matters requiring City Council actions.
20.00%	20.00%	<b>Intergovernmental Affairs</b> - Represent City in intergovernmental matters. Serve as City representative on task forces, committees and planning groups. Administer inter-local agreements. Monitor and report State and Federal legislation affecting the City.
20.00%	20.00%	<b>Purchasing and Contract Administration</b> - Provide City Departments/Divisions assistance in purchasing policy compliance. Assist with solicitations for professional services in accordance with applicable policies and legal restrictions.
100.00%	100.00%	

## CITY MANAGER BUDGET SUMMARY

The Fiscal Year 2020-2021 proposed budget for City Manager is \$ 286,148. This compares to the 2019-2020 projected expenditures of \$ 269,380, an increase of \$ 16,768 or 6.22%.

	FY 16/17	FY 17/18	FY 18/19	Amended FY 19/20	Projected FY 19/20	FY 20/21	
	Actual	Actual	Actual	Budget	Expenditures	Budget	Difference
Personal Services	\$ 257,129	\$ 386,539	\$ 325,131	\$ 260,782	\$ 259,185	\$ 269,056	\$ 9,871
Operating Expenditures	6,870	39,317	11,546	15,745	10,195	17,092	6,897
Capital Outlay	-	-	-	-	-	-	-
<b>Total</b>	<b>\$ 264,000</b>	<b>\$ 425,856</b>	<b>\$ 336,677</b>	<b>\$ 276,527</b>	<b>\$ 269,380</b>	<b>\$ 286,148</b>	<b>\$ 16,768</b>

Fiscal Year 2020-21 Proposed Budget:

Major Current Level Changes from Fiscal Year 2019-20 Projected Expenditures:

	<u>Difference</u>
1. <b>Personal Services</b> - Increase due to position reclassification.	\$ 9,871
2. <b>Operating Expenses</b> - Increase due primarily to additional membership, training, and travel costs.	\$ 6,897
3. <b>Capital Outlay</b> - No change.	\$ -

# CITY OF SEBASTIAN, FLORIDA 2020/2021 ANNUAL BUDGET

## PERSONAL SERVICES SCHEDULE

### CITY MANAGER

POSITION	PAY RANGE	FULL TIME EQUIVALENTS				Projected	
		Amended				Expenditures	Budget
		18/19	19/20	19/20	20/21	19/20	20/21
City Manager		1.00	1.00	1.00	1.00	\$ 144,779	\$ 144,750
City Office Manager/Public Info Officer	43,927 / 79,069	1.00	1.00	1.00	1.00	51,763	60,000
		2.00	2.00	2.00	2.00		
<b>TOTAL SALARIES</b>						\$ 196,542	\$ 204,750
FICA Taxes						14,268	15,663
Deferred Compensation						17,671	18,428
Group Health Insurance Premium						30,313	29,815
Employee Assistance Program						32	32
Worker's Comp Insurance						359	368
<b>Total Personal Services</b>						<b>\$ 259,185</b>	<b>\$ 269,056</b>

### CITY MANAGER

Code: 010005

Account Number	Description	FY 16/17 Actual	FY 17/18 Actual	FY 18/19 Actual	Amended FY 19/20 Budget	FY 19/20 Projected	FY 20/21 Dept Request	Proposed FY 20/21 Budget
<b>PERSONAL SERVICES</b>								
511200	Regular Salaries	200,485	307,974	255,626	196,450	196,542	208,250	204,750
512100	FICA Taxes	15,223	22,061	19,393	15,013	14,268	15,931	15,663
512225	Deferred Compensation	18,397	27,710	22,957	17,663	17,671	18,743	18,428
512301	Group Health Insurance Premium	13,371	28,409	26,635	31,173	30,313	33,536	29,815
512305	Dependant Health Ins Premium	9,215	0	0	0	0	0	0
512309	Employee Assistance Program	48	0	33	32	32	35	32
512400	Worker's Comp Insurance	390	386	488	451	359	375	368
<b>TOTAL PERSONAL SERVICES</b>		<b>257,129</b>	<b>386,539</b>	<b>325,131</b>	<b>260,782</b>	<b>259,185</b>	<b>276,870</b>	<b>269,056</b>
<b>OPERATING EXPENDITURES</b>								
533400	Other Contractual Services	0	30,791	0	0	0	0	0
534000	Travel and Per Diem	0	1,180	1,705	3,600	2,300	4,250	4,250
534105	Cellular Phone	709	610	635	640	555	540	540
534120	Postage	19	39	5	50	5	50	50
534420	Equipment Leases	1,562	1,535	1,521	790	1,075	1,116	612
534620	R & M - Vehicles	237	216	268	500	200	500	500
534630	R & M - Office Equipment	580	721	652	340	320	360	240
534800	Promotional Activities	1,467	2,027	1,216	1,500	1,200	2,000	2,000
535200	Departmental Supplies	366	562	871	500	300	550	550
535210	Computer Supplies	8	0	0	50	40	50	50
535260	Gas and Oil	1,192	1,082	2,171	2,100	1,700	2,100	2,100
535410	Dues and Memberships	681	555	1,654	4,500	1,500	4,600	4,600
535450	Training and Education	50	0	849	1,175	1,000	1,600	1,600
<b>TOTAL OPERATING EXPENDITURES</b>		<b>6,870</b>	<b>39,317</b>	<b>11,546</b>	<b>15,745</b>	<b>10,195</b>	<b>17,716</b>	<b>17,092</b>
<b>CAPITAL OUTLAY</b>								
606400	Vehicles and Equipment	0	0	0	0	0	0	0
<b>TOTAL CAPITAL OUTLAY</b>		<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>TOTAL CITY MANAGER</b>		<b>264,000</b>	<b>425,856</b>	<b>336,677</b>	<b>276,527</b>	<b>269,380</b>	<b>294,586</b>	<b>286,148</b>

# **CITY OF SEBASTIAN, FLORIDA 2020/2021 ANNUAL BUDGET**

## **CITY CLERK**

The City Clerk is a Charter Officer who is appointed by and serves under the direction of the City Council. The office maintains the City seal, attests all documents, provides legislative support, maintains permanent records of the City, scans and provides availability of scanned documents to City staff and the public through the website in Laserfiche. The City Clerk is the City Elections Official, Canvassing Board Chair, and Records Management Liaison Officer for all City department records except Law Enforcement. The office is responsible for the City’s records management program, cemetery sales and records, administration of City board and committee appointments, financial disclosure, orientation, ordinance codification, and provides recording services to City Council, CRA, Board of Adjustment, and Charter Review Committee.

## **FISCAL YEAR 2020 ACCOMPLISHMENTS**

- ✓
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## **FISCAL YEAR 2021 GOALS AND OBJECTIVES**

Direct Overall Municipal Service Delivery with specific focus on:

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# CITY OF SEBASTIAN, FLORIDA 2020/2021 ANNUAL BUDGET

## PERFORMANCE MEASURES

Performance Indicators	Actual 2016/2017	Actual 2017/2018	Actual 2018/2019	Projected 2019/2020	Projected 2020/21
Records Scanned	20 c.f.	49 c.f.	39	50 c.f.	50
Records Destroyed	412 c.f.	563 c.f.	538	450 c.f.	400
Council Meeting Packets/Minutes	21	18	22	18	20
Cemetery Lots/Niches Sold	32	58	80	60	60
Election - Candidates Qualified	4	3	3	5	6
Legal/Display Ads Published	13	17	11	18	20
Code Supplements Distributed	0	1	2	5	5
Board Appointments Administered	16	13	19	18	30
Instruments Recorded	8	2	3	8	5
Public Records Requests	136	144	157	150	200
Other Committee Meeting Minutes Recorded	11	16	11	18	18

## CITY CLERK PROGRAM BUDGET DESCRIPTION

STAFFING		NATURE OF ACTIVITY
19/20	20/21	
20.00%	15.00%	<b>Services for City Council</b> - Prepare Council agendas, advertise hearings, post notices, take minutes of Council meetings, administer follow-up of City Council action items, prepare correspondence, prepare City Council budget, make Council travel arrangements, research services, attest & seal all documents executed by Mayor and City Manager, schedule invocations, prepare proclamations, resolutions, certificates of appreciation, prepare for and conduct Council orientation w/ CM and CA, coordinate w/ MIS for broadcast of Council, CRA, Board of Adjustment meetings.
10.00%	25.00%	<b>Services for Citizens</b> - Receive and respond to general City website e-mail link, respond to public records requests and inquiries, provide computer for public research, post legal notices, and make imaged records available on City website via Laserfiche Weblink.
20.00%	15.00%	<b>Services for Boards/Committees</b> - Board liaison, advertise vacancies, administer financial disclosure forms, update Commission on Ethics website annually, record and provide services to Board of Adjustment and CRA. Maintain and update Board Handbook, and conduct board member orientation and prepare outgoing certificates.
20.00%	20.00%	<b>Records Management</b> - Scan all permanent and long term records for staff and public into Laserfiche, administer public records requests, coordinate paper recycling and records destruction with recycling contractor in accordance with State law, maintain, update and distribute adopted Records Management Procedures Manual, coordinate with Records Liaisons Committee, maintain all original City documents, i.e. ordinances, resolutions, agreements, deeds, terminated personnel files, conduct records research for staff as requested. Conduct staff training in records management. Scans and distributes agenda packets for all City boards and Council.
10.00%	10.00%	<b>Cemetery</b> - Coordinate with Cemetery Sexton on sale of cemetery lots, maintain cemetery records/database. Respond to customer concerns and complaints.
10.00%	5.00%	<b>General Administration</b> - Prepare, post, and distribute monthly calendar, prepare annual budget for department, attend staff meetings, codify ordinances, record final plats and easements, record vacations of easement, keep log of all City vehicles, attest and seal City documents, provide notary services for City documents, respond to City web emails.
10.00%	10.00%	<b>City Election</b> - The City Clerk is the City Elections Official and Chairperson of the City Canvassing Board, qualifies candidates for office and political committees, coordinates with Supervisor of Elections and State of Florida in administration of annual general elections, prepares resolutions and forms, swears in elected officials.
100.00%	100.00%	

# CITY OF SEBASTIAN, FLORIDA 2020/2021 ANNUAL BUDGET

## CITY CLERK BUDGET SUMMARY

The Fiscal Year 2020-2021 proposed budget for City Clerk is \$ 213,657. This compares to the 2019-2020 projected expenditures of \$ 224,026, a decrease of \$ 10,369, or -4.63%.

	FY 16/17	FY 17/18	FY 18/19	Amended FY 19/20	Projected FY 19/20	FY 20/21	
	Actual	Actual	Actual	Budget	Expenditures	Budget	Difference
Personal Services	\$ 150,152	\$ 159,304	\$ 170,673	\$ 175,111	\$ 172,752	\$ 181,367	\$ 8,615
Operating Expenses	30,545	47,955	20,636	54,750	51,274	29,980	(21,294)
Capital Outlay	-	-	13,983	-	-	2,310	2,310
<b>Total</b>	<b>\$ 180,698</b>	<b>\$ 207,260</b>	<b>\$ 205,292</b>	<b>\$ 229,861</b>	<b>\$ 224,026</b>	<b>\$ 213,657</b>	<b>\$ (10,369)</b>

Fiscal Year 2020-2021 Proposed Budget:

Major Current Level Changes from Fiscal Year 2019-2020 Projected Expenditures:

	Difference
1. <b>Personal Services</b> - Increase due to longevity and a position reclassification.	\$ 8,615
2. <b>Operating Expenses</b> - Decrease due to lower election year costs.	\$ (21,294)
3. <b>Capital Outlay</b> - Increase due to request for new blueprint and survey storage system.	\$ 2,310

## PERSONAL SERVICES SCHEDULE

### CITY CLERK

POSITION	PAY RANGE	FULL TIME EQUIVALENTS				Projected	
		Amended				Expenditures	Budget
		18/19	19/20	19/20	20/21	19/20	20/21
City Clerk		1.00	1.00	1.00	1.00	\$ 86,751	\$ 88,000
Records Specialist	30,821 / 55,478	1.00	1.00	1.00	1.00	37,531	42,750
Clerical Assistant (P/T)	\$ 12.00/hr	0.50	0.50	0.50	0.50	8,640	9,500
		2.50	2.50	2.50	2.50		
<b>TOTAL SALARIES</b>						<b>\$ 132,922</b>	<b>\$ 140,250</b>
Overtime						-	200
FICA Taxes						9,900	10,744
Deferred Compensation						11,177	11,786
Group Health Insurance Premium						18,476	18,103
Employee Assistance Program						32	32
Worker's Comp Insurance						245	252
<b>Total Personal Services</b>						<b>\$ 172,752</b>	<b>\$ 181,367</b>

## CAPITAL OUTLAY SCHEDULE

### CITY CLERK DEPARTMENT - TO BE FUNDED BY GENERAL FUND

Description	EXPENDITURES PER FISCAL YEAR					
	2020/21	2021/22	2022/23	2023/24	2024/25	TOTAL
Blueprint/Survey Storage	\$ 2,310	\$ -	\$ -	\$ -	\$ -	\$ 2,310
	\$ 2,310	\$ -	\$ -	\$ -	\$ -	\$ 2,310

# CITY OF SEBASTIAN, FLORIDA 2020/2021 ANNUAL BUDGET

**CITY CLERK**

**Code: 010009**

<u>Account</u> <u>Number</u>	<u>Description</u>	<u>FY 16/17</u> <u>Actual</u>	<u>FY 17/18</u> <u>Actual</u>	<u>FY 18/19</u> <u>Actual</u>	<u>Amended</u> <u>FY 19/20</u> <u>Budget</u>	<u>FY 19/20</u> <u>Projected</u>	<u>FY 20/21</u> <u>Dept</u> <u>Request</u>	<u>Proposed</u> <u>FY 20/21</u> <u>Budget</u>
<b>PERSONAL SERVICES</b>								
511200	Salaries	109,944	115,416	131,615	134,300	132,922	142,750	140,250
511300	Temporary Salaries	4,943	6,858	0	0	0	0	0
511400	Overtime	0	0	0	200	0	200	200
512100	FICA Taxes	8,551	9,330	9,806	10,247	9,900	10,936	10,744
512225	Deferred Compensation	9,895	10,560	11,042	11,043	11,177	12,011	11,786
512301	Group Health Insurance Premium	13,372	16,912	17,893	18,981	18,476	20,401	18,103
512305	Dependant Health Ins Premium	3,178	0	0	0	0	0	0
512309	Employee Assistance Program	48	0	32	32	32	35	32
512400	Worker's Comp Insurance	221	229	286	308	245	256	252
<b>TOTAL PERSONAL SERVICES</b>		<b>150,152</b>	<b>159,304</b>	<b>170,673</b>	<b>175,111</b>	<b>172,752</b>	<b>186,589</b>	<b>181,367</b>
533400	Other Contractual Services	1,796	1,986	2,098	3,000	2,080	3,050	3,050
533490	Codification Services	2,008	2,899	2,825	4,500	3,320	3,000	3,000
534000	Travel and Per Diem	681	145	691	900	100	780	780
534105	Cellular Phone	0	0	0	0	320	480	480
534120	Postage	365	475	364	450	450	600	600
534420	Equipment Leases	679	668	661	700	1,275	1,440	1,440
534630	R & M - Office Equipment	11,800	1,092	962	1,050	1,125	1,320	1,860
534910	Clerk of Court Filing Fees	268	162	231	300	155	300	300
534920	Legal Ads	2,084	1,616	1,840	2,000	1,250	4,500	4,500
534990	Election Costs	9,488	37,940	9,806	40,114	40,114	12,000	12,000
535200	Departmental Supplies	374	284	322	300	215	650	650
535210	Computer Supplies	21	148	0	300	310	300	300
535410	Dues and Memberships	538	440	545	450	460	570	570
535450	Training and Education	444	100	290	686	100	450	450
<b>TOTAL OPERATING EXPENDITURES</b>		<b>30,545</b>	<b>47,955</b>	<b>20,636</b>	<b>54,750</b>	<b>51,274</b>	<b>29,440</b>	<b>29,980</b>
<b>CAPITAL OUTLAY</b>								
606400	Vehicles and Equipment	0	0	13,983	0	0	2,310	2,310
<b>TOTAL CAPITAL OUTLAY</b>		<b>0</b>	<b>0</b>	<b>13,983</b>	<b>0</b>	<b>0</b>	<b>2,310</b>	<b>2,310</b>
<b>TOTAL CITY CLERK</b>		<b>180,698</b>	<b>207,260</b>	<b>205,292</b>	<b>229,861</b>	<b>224,026</b>	<b>218,339</b>	<b>213,657</b>

# **CITY OF SEBASTIAN, FLORIDA 2020/2021 ANNUAL BUDGET**

## **CITY ATTORNEY**

The City Attorney is appointed by the City Council to serve as the City's legal counsel. The City Attorney is the legal advisor and attorney to officials of the City in matters affecting the City or relating to official duties of City Officers. The City Attorney represents the City in all legal transactional and litigation matters, and monitors the representation of the City by outside counsel where appropriate.

The Office of City Attorney prepares legal instruments, including resolutions, ordinances, closing documents, bond sale documents, and legal opinions, as required.

The budget for the Office of City Attorney also includes legal fees paid to special counsel for the Code Enforcement Board and litigated actions, as required.

## **FISCAL YEAR 2020 ACCOMPLISHMENTS**

- ✓ Attended City Council, Planning and Zoning, Code Enforcement, and Board of Adjustment Meetings.
- ✓ Provided regular updates to the City Council on changes to federal and state laws, as well as pending suits and legal cases.
- ✓ Evaluated Code Enforcement/Magistrate process and recommended changes to be consistent with existing law.
- ✓ Provided legal support on significant land use matters, including meeting and negotiating with developers and their attorneys.
- ✓ Maintained a professional network with local government attorneys from Indian River County, Sheriff, School Board, and other municipalities in the County.
- ✓ Assisted in reviewing and updating procurement documents and procedures.
- ✓ Reviewed significant legal claims and insurance settlements, as deemed necessary.

## **FISCAL YEAR 2021 GOALS AND OBJECTIVES**

- Attend City Council, Planning and Zoning, Code Enforcement and Board of Adjustment Meetings.
- Provide quality legal services to the City Council, various boards, and the City Staff.
- Continue to provide regular updates to the City Council on changes to federal and state laws, as well as pending suits and legal cases.
- Continue to serve as the police legal advisor to the City of Sebastian Police Department.
- Continue to evaluate and improve the adjudication process for Code Enforcement violations, including lien services and collection of valid liens.
- Continue to maintain a professional network with local government attorneys from Indian River County and other municipalities in the County.
- Continue to give advice and assist in reviewing and updating procurement documents and procedures.
- Review significant legal claims and insurance settlements, as deemed necessary.
- Coordinate and monitor the use of any outside council services.
- Draft and/or review proposed ordinances and resolutions, as needed.

# CITY OF SEBASTIAN, FLORIDA 2020/2021 ANNUAL BUDGET

## PERFORMANCE MEASURES

Performance Indicators	Actual 2016/2017	Actual 2017/2018	Actual 2018/2019	Projected 2019/2020	Projected 2020/2021
Number of Resolutions	35	35	35	35	35
Number of Ordinances	3	5	5	5	5
Number of Meetings	42	42	42	26	60

## CITY ATTORNEY PROGRAM BUDGET DESCRIPTION

STAFFING		NATURE OF ACTIVITY
19/20	20/21	
25.00%	25.00%	<u>Counsel to City Council and Other City Bodies</u> - Attend workshops, regular and special meetings of City Council, Planning Commission, Board of Adjustment, and Code Enforcement Board, as well as other City bodies as assigned and provide advice as to the law and procedures.
25.00%	25.00%	<u>Function as City's Solicitor</u> - Prepare and review ordinances, resolutions, contracts, property instruments and other legal documents on behalf of the City.
40.00%	40.00%	<u>City Legal Advisor</u> - Provide legal counsel to and attends meetings with City Manager, department directors and key personnel on a day-to-day basis. Provide legal opinions to City Council and Manager as requested.
10.00%	10.00%	<u>Legal Representative</u> - Represent City in litigation and administrative proceedings as required. Act as General Counsel to the City in the supervision of outside counsel.
100.00%	100.00%	

## CITY ATTORNEY BUDGET SUMMARY

The Fiscal Year 2020-21 proposed budget for the City Attorney is \$ 197,538. This compares to the 2019-20 projected expenditures of \$ 228,593, a decrease of \$ 31,055, or -14.0%.

	FY 16/17 Actual	FY 17/18 Actual	FY 18/19 Actual	Amended FY19/20 Budget	Projected FY 19/20 Expenditures	FY 20/21 Budget	Difference
Personal Services	\$ -	\$ -	\$ -	\$ 98,150	\$ 98,150	\$ 160,151	\$ 62,001
Operating Expenses	68,346	100,267	105,409	83,588	130,443	37,387	(93,056)
Capital Outlay	-	-	-	-	-	-	-
<b>Total</b>	<b>\$ 68,346</b>	<b>\$ 100,267</b>	<b>\$ 105,409</b>	<b>\$ 181,738</b>	<b>\$ 228,593</b>	<b>\$ 197,538</b>	<b>\$ (31,055)</b>

Fiscal Year 2020-21 Proposed Budget:

Major Current Level Changes from Fiscal Year 2019-20 Projected Expenditures:

	Difference
1. <b>Personal Services</b> - Increase due to having a full time attorney with benefits for the entire year.	\$ 62,001
2. <b>Operating Expenses</b> - Decrease due to having a full time attorney and not a contract employee.	\$ (93,056)
3. <b>Capital Outlay</b> - No change.	\$ -



# CITY OF SEBASTIAN, FLORIDA 2020/2021 ANNUAL BUDGET

## PERSONAL SERVICES SCHEDULE

CITY ATTORNEY		FULL TIME EQUIVALENTS				Projected	Budget
<u>POSITION</u>	<u>PAY RANGE</u>	<u>Amended</u>				<u>Expenditures</u>	<u>Budget</u>
		<u>18/19</u>	<u>19/20</u>	<u>19/20</u>	<u>20/21</u>	<u>19/20</u>	<u>20/21</u>
City Attorney		0.00	0.00	1.00	1.00	\$ 74,769	\$ 120,000
		0.00	0.00	1.00	1.00		
		<b>TOTAL SALARIES</b>				\$ 74,769	\$ 120,000
		Overtime				-	-
		FICA Taxes				5,720	9,180
		Deferred Compensation				6,646	10,800
		Group Health Insurance Premium				11,006	19,975
		Employee Assistance Program				9	16
		Worker's Comp Insurance				0	180
		Total Personal Services				\$ 98,150	\$ 160,151

# CITY OF SEBASTIAN, FLORIDA 2020/2021 ANNUAL BUDGET

CITY ATTORNEY

Code: 010010

Account		FY 16/17	FY 17/18	FY 18/19	Amended FY 19/20	FY 19/20	FY 20/21	Proposed
<u>Number</u>	<u>Description</u>	<u>Actual</u>	<u>Actual</u>	<u>Actual</u>	<u>Budget</u>	<u>Projected</u>	<u>Dept Request</u>	<u>FY 20/21 Budget</u>
<b>PERSONAL SERVICES</b>								
511200	Salaries	0	0	0	74,769	74,769	123,000	120,000
511400	Overtime	0	0	0	0	0	0	0
512100	FICA Taxes	0	0	0	5,720	5,720	9,410	9,180
512225	Deferred Compensation	0	0	0	6,646	6,646	11,070	10,800
512301	Group Health Insurance Premium	0	0	0	11,006	11,006	19,343	19,975
512309	Employee Assistance Program	0	0	0	9	9	17	16
512400	Worker's Comp Insurance	0	0	0	0	0	185	180
<b>TOTAL PERSONAL SERVICES</b>		<b>0</b>	<b>0</b>	<b>0</b>	<b>98,150</b>	<b>98,150</b>	<b>163,025</b>	<b>160,151</b>
<b>OPERATING EXPENDITURES</b>								
533400	Other Contractual Services	66,545	99,470	104,310	82,897	120,820	56,300	26,300
534000	Travel and Per Diem	0	0	0	0	0	500	500
534105	Cellular Phone	0	285	438	441	500	540	540
534110	Internet Services	209	415	0	0	0	0	0
534115	On-Line Services	920	0	0	0	6,012	6,012	6,012
534120	Postage	0	0	38	25	10	50	50
534130	Express Mail	0	0	0	0	20	30	30
534420	Equipment Leases	0	0	0	0	45	54	667
534630	R & M - Office Equipment	0	0	0	0	36	48	288
535200	Departmental Supplies	0	72	622	225	650	650	650
535230	Small Tools and Equipment	0	24	0	0	0	0	0
535410	Dues and Memberships	150	0	0	0	650	650	650
535420	Books and Publications	522	0	0	0	500	500	500
535450	Training and Education	0	0	0	0	1,200	1,200	1,200
<b>TOTAL OPERATING EXPENDITURES</b>		<b>68,346</b>	<b>100,267</b>	<b>105,409</b>	<b>83,588</b>	<b>130,443</b>	<b>66,534</b>	<b>37,387</b>
<b>CAPITAL OUTLAY</b>								
606400	Vehicles and Equipment	0	0	0	0	0	0	0
<b>TOTAL CAPITAL OUTLAY</b>		<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>TOTAL CITY ATTORNEY</b>		<b>68,346</b>	<b>100,267</b>	<b>105,409</b>	<b>181,738</b>	<b>228,593</b>	<b>229,559</b>	<b>197,538</b>

# **CITY OF SEBASTIAN, FLORIDA 2020/2021 ANNUAL BUDGET**

## **ADMINISTRATIVE SERVICES DEPARTMENT**

The Administrative Services Department primarily provides support services to other City departments. It is organized into three primary sections, which are Finance, Purchasing, and Human Resources.

The Finance Section's main responsibility is to conduct the fiscal affairs of the City in compliance with all applicable laws, regulations, and sound business practices and to diligently safeguard the resources of the city. It is also responsible for documenting compliance with grant provisions, processing grant reimbursements and monitoring construction projects to assure spending is within amounts appropriated.

The Purchasing Section monitors all purchases and new agreements. An effort is made to regularly review outstanding agreements to be sure renewals are timely and the terms are adhered to.

The Human Resources Section is responsible for administering effective recruitment, selection, assignment and retention of employees, in addition to implementing and advising on rules and regulations to ensure compliance with employee laws. It is also responsible for employee service recognition, employee special events, employee assistance program, employee orientation, employee benefits, employee training, negotiating collective bargaining agreements, discipline and grievance handling and employee salary administration.

## **FISCAL YEAR 2020 ACCOMPLISHMENTS**

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## **FISCAL YEAR 2021 GOALS AND OBJECTIVES**

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# CITY OF SEBASTIAN, FLORIDA 2020/2021 ANNUAL BUDGET

## PERFORMANCE MEASURES

Performance Indicators	Actual 2016/2017	Actual 2017/2018	Actual 2018/2019	Projected 2019/2020	Projected 2020/21
Total Full and Part-time Positions	180	182	179	178	179
Terminations/Resignations/Retirements	29	34	18	20	20
HR hours to process new employee	3	2	2	2	2
Applications processed	300	93	148	200	150
New Hires	37	31	17	31	20
Background Checks conducted - non-sworn	40	21	20	25	25
Reported Workers Compensation Claims	18	15	9	15	10
Time frame to hire new employee - non-sworn	21 days	14 days	14 days	14 days	14 days
Time frame to hire new employee - sworn	1.5 months	1.5 months	1.5 months	1.5 Months	1.5 months
Program Cost Per Capita	\$24.68	\$26.92	\$27.28	\$27.37	\$28.10
Journal Entries Processed	1,028	1,047	881	1,000	950
Accounts Payable Invoices Processed	4,191	3,880	3,450	3,700	3,200
Accounts Payable Checks Processed	2,232	2,210	2,043	2,200	2,100
Purchase Orders Processed	289	355	293	350	400
Payroll Checks Processed	4,008	4,360	4,479	4,600	4,600
Purchasing/Corporate Card Transactions Processed	1,718	2,297	2,599	2,600	2,700
Purchasing Card Users	40	39	40	41	41
Garage Sale Permits Issued	799	826	745	900	800
Number of Fixed Assets Records	2,302	2,588	2,604	2,800	2,700
Comprehensive Annual Financial Statement issued	03/23/18	03/08/19	03/18/20	02/15/21	03/01/22
Annual Budget Document issued	11/04/16	11/27/17	10/30/18	10/30/19	10/15/20
Excellence in Financial Reporting Award (consecutive years)	19	20	21	22	23
Distinguished Budget Presentation Award (consecutive years)	13	14	15	16	17

# CITY OF SEBASTIAN, FLORIDA 2020/2021 ANNUAL BUDGET

## ADMINISTRATIVE SERVICES PROGRAM BUDGET

STAFFING		NATURE OF ACTIVITY
19/20	20/21	
17.00%	16.00%	<b>General Accounting</b> - Data entry for general ledger activity for all City operations, bank reconciliations, preparation of federal, state and local reports, and allocation of charges to City departments. Ensure all accounting information is entered timely and accurately. Maintain fixed assets records and ensure assets are recorded and tagged properly. Account for all Capital Projects.
12.00%	10.00%	<b>Accounts Payable</b> - Review all requests for payment and prepare checks. Process and pay purchasing card transactions. Ensure appropriate discounts are taken and invoices are paid prior to due date, audit travel expense reports and prepare year end 1099's.
7.00%	8.00%	<b>Budget</b> - Assist the City Manager in preparation of annual budget. Ensure budget is comprehensive as to communication, coordination and control. Submit final budget to the Government Finance Officers Association Awards Program and quarterly budget amendment packages to the Council.
7.00%	7.00%	<b>Payroll</b> - Review and process payroll, including benefits, deductions, leave availability, and workers compensation. Prepare quarterly reports to the workers compensation insurance carrier. Prepare employee insurance invoices for payment. Monitor ADP to insure quarterly and annual payroll tax reports and year end W-2's are processed correctly.
6.00%	6.00%	<b>Auditing and Financial Reporting</b> - Analyze general ledger accounts, develop and prepare subsidiary ledgers for the annual audit. Analyze financial data. Prepare monthly budget to actual statements and annual financial statements. Prepare annual State reports, such as Comptroller's Report, Transportation Report, and other complex financial analyses. Invest operating and construction funds. Make debt service payments and record transactions. Complete the Comprehensive Annual Financial Report and submit to the Government Finance Officers Association Award Program.
6.00%	5.00%	<b>Contract and Agreement Management</b> - Maintain a contract database tracking all deliverables, terms, and action dates. Review terms and make recommendations for any potential changes. Support Department Heads and Project Managers on contract issues.
8.00%	8.00%	<b>Procurement</b> - Research, negotiate pricing, seek out best practices and implement for procurement. Support Department Heads and staff in the procurement process. Build City relationships with vendors. Update Policies and Procedures as needed.
4.00%	4.00%	<b>Hiring New Employees</b> - Post position, accept applications, screen applications for minimum qualifications, prepare employment and rejection letters, prepare new hire package, schedule pre-employment physical and drug screens, conduct new hire orientations, conduct employment and background investigations, coordinate with departments regarding examinations for skilled positions. Interview applicants as part of panel.
7.00%	6.00%	<b>Customer Service</b> - Respond to customer inquiries both in person and on the phone. Route incoming calls, complaints, concerns, etc to the appropriate department. Receive mail and packages and sort and distribute appropriately. Provide support to other employees and departments as needed.
4.00%	3.00%	<b>Employee Support</b> - Provide protection to both City and employees by following federal and state laws/regulations. Manage employee relations and identify labor costs. Mediate and resolve disputes between management and employees. Maintain, update, and implement City Human Resources policies and procedures. Develop and coordinate employee training. Review and revise job descriptions and pay scales. Maintain all employee files. Provide administrative support to the Police Pension Plan.
3.00%	5.00%	<b>Grants &amp; Special Projects</b> - Responsible for quarterly status, reimbursement reports, close out documentation and federal and state compliance to grantors. Compile data on hurricane damages, submit, and follow up on.
3.00%	2.00%	<b>In-Service Actions</b> - Process employee action notices for activity - promotions, demotions and transfers. Maintain personnel and subject files. Update salary schedules and compensation plans. Administer employee evaluation program.
2.00%	3.00%	<b>Effective Insurance Plans</b> - Develop and maintain a comprehensive, innovative and effectively managed insurance benefits plan for all employees and dependents. Provide clear prevention opportunities and participation options for employees and dependents.
3.00%	4.00%	<b>Risk Management</b> - Ensure that liability insurance claims are promptly submitted to the insurance carrier. Resolve minor claims that are lower than deductible limits in a fair and consistent manner. Insure Workers Compensation claims are submitted to carrier. Maintain correspondence with insurance carrier for all liability and workers compensation claims from inception to completion or return to work. Negotiate carrier benefits and rates. Coordinate all safety training.
3.00%	2.00%	<b>Union Negotiations, Contract Administration</b> - Negotiate labor agreements with both PBA and CWA and any Memos of Understanding necessary during the life of existing contracts. Perform support research, document preparation and record minutes. Review, rewrite and organize Rules and Regulations.
6.00%	9.00%	<b>Cash Management</b> - Collect revenues from taxes, intergovernmental revenues, franchise fees, utility taxes, occupational licenses, parking citations, special assessments, and rentals. Monitor collections as compared to budget. Invest any available cash balances, as warranted.
2.00%	2.00%	<b>Records Management</b> - Records storage, disposition, and destruction. Insure annual compliance. Complete transmittals, box labels, records disposition and destruction forms, and update master log.
100.00%	100.00%	

# CITY OF SEBASTIAN, FLORIDA 2020/2021 ANNUAL BUDGET

## ADMINISTRATIVE SERVICES BUDGET SUMMARY

The Fiscal Year 2020-2021 proposed budget for Administrative Services is \$ 693,359. This compares to the 2019-2020 projected expenditures of \$ 688,739, an increase of \$ 4,620, or .67%.

	FY 16/17	FY 17/18	FY18/19	Amended FY 19/20	Projected FY 19/20	FY 20/21	
	Actual	Actual	Actual	Budget	Expenditures	Budget	Difference
Personal Services	\$ 461,830	\$ 525,070	\$ 540,448	\$ 557,951	\$ 555,147	\$ 548,286	\$ (6,861)
Operating Expenses	105,234	126,108	131,553	137,616	133,592	145,073	11,481
Capital Outlay	4,050	-	-	-	-	-	-
<b>Total</b>	<b>\$ 571,115</b>	<b>\$ 651,177</b>	<b>\$ 672,001</b>	<b>\$ 695,567</b>	<b>\$ 688,739</b>	<b>\$ 693,359</b>	<b>\$ 4,620</b>

Fiscal Year 2020-21 Proposed Budget:

Major Current Level Changes from Fiscal Year 2019-20 Projected Expenditures:

	Difference
<b>1. Personal Services</b> - Slight decrease due to insurance rate reductions.	\$ (6,861)
<b>2. Operating Expenses</b> - Increase due primarily to increased training and new equipment contract.	\$ 11,481
<b>3. Capital Outlay</b> - No capital outlay requested.	\$ -

## PERSONAL SERVICES SCHEDULE

### ADMINISTRATIVE SERVICES DEPARTMENT

POSITION	PAY RANGE	FULL TIME EQUIVALENTS				Projected	Budget
		Amended				Expenditure	
		18/19	19/20	19/20	20/21	19/20	
Administrative Services Director/CFO	78,967 / 142,140	1.00	1.00	1.00	1.00	\$ 135,453	\$ 135,000
Human Resources Director/Asst Admin Services Director	72,868 / 131,163	1.00	1.00	1.00	1.00	92,115	92,000
Assistant Accounting Services Director	67,703 / 121,866	1.00	1.00	1.00	1.00	73,354	73,000
Procurement/Contracts Manager	55,588 / 100,058	1.00	1.00	1.00	1.00	60,020	59,750
Accountant	40,244 / 72,439	1.00	1.00	1.00	1.00	45,320	45,000
Account Clerk II	29,052 / 52,293	1.00	1.00	1.00	1.00	31,456	31,250
		6.00	6.00	6.00	6.00		
TOTAL SALARIES						\$ 437,718	\$ 436,000
Overtime						-	200
FICA Taxes						32,580	33,369
Deferred Compensation						39,325	39,258
Group Health Insurance Premium						44,688	38,579
Employee Assistance Program						95	95
Worker's Comp Insurance						741	785
Total Personal Services						\$ 555,147	\$ 548,286

# CITY OF SEBASTIAN, FLORIDA 2020/2021 ANNUAL BUDGET

## ADMINISTRATIVE SERVICES DEPARTMENT

**Code: 010020**

Account Number	Description	FY 16/17 Actual	FY 17/18 Actual	FY 18/19 Actual	Amended FY 19/20 Budget	FY 19/20 Projected	FY 20/21 Dept Request	Proposed FY 20/21 Budget
<b>PERSONAL SERVICES</b>								
511200	Regular Salaries	371,071	414,889	428,483	438,050	437,718	491,250	436,000
511300	Temporary Salaries	2,092	38	0	0	0	0	0
511400	Overtime	0	0	0	250	0	200	200
512100	FICA Taxes	28,474	31,273	32,038	33,431	32,580	37,596	33,369
512225	Deferred Compensation	31,911	36,946	37,659	39,330	39,325	44,231	39,258
512301	Group Health Insurance Premium	24,016	41,230	41,259	45,864	44,688	55,894	38,579
512305	Dependent Insurance	3,487	0	0	0	0	0	0
512309	Employee Assistance Program	138	0	94	95	95	111	95
512400	Worker's Comp Insurance	642	694	915	931	741	884	785
<b>TOTAL PERSONAL SERVICES</b>		<b>461,830</b>	<b>525,070</b>	<b>540,448</b>	<b>557,951</b>	<b>555,147</b>	<b>630,166</b>	<b>548,286</b>
<b>OPERATING EXPENDITURES</b>								
533120	Consultants	6,281	830	0	0	0	0	0
533175	Employee Background Testing	16,562	15,570	13,561	13,440	10,850	11,955	11,955
533200	Audit Fees	33,060	36,000	37,746	37,750	37,750	38,097	38,097
533400	Other Contractual Services	4,969	27,924	32,458	32,740	30,000	32,150	32,150
534000	Travel and Per Diem	496	892	0	1,396	500	1,050	1,050
534105	Cellular Telephone	440	0	0	0	112	336	336
534110	Internet Access	433	774	0	0	0	0	0
534120	Postage	1,893	1,678	1,806	1,900	2,200	1,700	1,700
534420	Equipment Leases	1,852	1,820	1,803	1,820	3,325	3,480	3,480
534630	R & M - Office Equipment	25,957	28,776	29,757	30,940	31,275	32,620	32,620
534700	Printing and Binding	0	0	0	0	0	300	300
534800	Promotional Activities	0	0	0	1,500	1,050	2,300	2,050
534825	Advertising	1,118	504	5,465	4,340	6,000	6,500	6,500
534920	Legal Ads	1,984	821	1,432	1,900	1,600	1,900	1,900
535200	Departmental Supplies	5,513	4,198	3,292	3,570	3,570	4,375	4,375
535205	Bank Charges	147	145	125	145	145	165	165
535210	Computer Supplies	469	615	235	300	200	200	200
535230	Small Tools & Equipment	0	2,047	0	0	0	0	0
535410	Dues and Memberships	3,563	3,339	3,674	3,675	3,200	3,710	3,710
535420	Books and Publications	50	0	0	0	0	0	0
535450	Training and Education	449	175	200	2,200	1,815	4,485	4,485
<b>TOTAL OPERATING EXPENDITURES</b>		<b>105,234</b>	<b>126,108</b>	<b>131,553</b>	<b>137,616</b>	<b>133,592</b>	<b>145,323</b>	<b>145,073</b>
<b>CAPITAL OUTLAY</b>								
606400	Vehicles and Equipment	4,050	0	0	0	0	0	0
<b>TOTAL CAPITAL OUTLAY</b>		<b>4,050</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>TOTAL ADMINISTRATIVE SERVICES</b>		<b>571,115</b>	<b>651,177</b>	<b>672,001</b>	<b>695,567</b>	<b>688,739</b>	<b>775,489</b>	<b>693,359</b>

# **CITY OF SEBASTIAN, FLORIDA 2020/2021 ANNUAL BUDGET**

## **MANAGEMENT INFORMATION SYSTEMS DIVISION**

The Management Information Systems division consists of four (4) full-time and two (2) part-time staff members. This division is responsible for the purchase, operation, and maintenance of the City's approved computerized hardware and software infrastructure, and either provides or recommends training for its use. We also oversee the live broadcast of the City's meetings, 24 hour broadcasting of COStv and creation/maintenance of all City websites. This division provides support for approximately 200 computers, printers and other systems including computerized physical access control, Police Department's computer infrastructure, accounting, Community Development's GIS, computerized fuel monitoring and also oversees the Working Waterfront technology. MIS supports hardware and software for the Internet/Intranet accounts, maintenance of email system, telephone system, and manages City issued cellular devices. MIS coordinates with other departments relating to use and configuration of the records imaging software (Laserfiche) and other departmental records management software systems.

### **FISCAL YEAR 2020 ACCOMPLISHMENTS**

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### **FISCAL YEAR 2021 GOALS AND OBJECTIVES**

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### **PERFORMANCE MEASURES**

Performance Indicators	Actual 2016/2017	Actual 2017/2018	Actual 2018/2019	Projected 2019/2020	Projected 2020/2021
Workorders Processed	2730	2775		2700	
Server/Network/Phone Outages Serviced	22	15		10	
Web/COS-TV Workorders Processed	694	810		800	
Programs Aired Live on COS-TV	101	122		120	
User Training hours performed/supported	30	30		100	



# CITY OF SEBASTIAN, FLORIDA 2020/2021 ANNUAL BUDGET

## MANAGEMENT INFORMATION SERVICES PROGRAM BUDGET DESCRIPTION

STAFFING		NATURE OF ACTIVITY
19/20	20/21	
8.00%	5.00%	<b>Network Analysis, Design, and Configuration</b> - This includes the assessment of the city's current data needs, as well as projected needs for all software and hardware, and the documentation of all systems.
20.00%	20.00%	<b>End User Support</b> - This includes hardware troubleshooting and repair, as well as, assisting users in the use of all data resources.
2.00%	2.00%	<b>Network Administration</b> - This includes the daily administration of network resources such as maintaining user accounts, e-mail accounts, data backup etc...
3.00%	2.00%	<b>Division Administration</b> - This includes the functions necessary to support the internal administrative needs of the MIS division's resources and personnel.
5.00%	5.00%	<b>Technology Research and Development</b> - This is the time necessary to research and evaluate technology related products and services for purchase and implementation.
10.00%	25.00%	<b>Broadcasting/Recording/Content Creation</b> - broadcast board meetings live from council chambers. Filming for commercials or other productions as directed. Creation of the daily programming schedule. Creation of all the video files for the Web Archive service. Creation of print advertising/banners as requested. Creation of COSTV slides as needed. Any items needed are requested via work order.
5.00%	2.00%	<b>Website Support</b> - posting of all agendas & packets, adding the city's events to the events calendar on the city's main site. Making any additions or changes that are needed for the information on all the city's websites to stay up-to-date. Any additions or changes are requested via work orders.
20.00%	15.00%	<b>Maintenance</b> - monitoring and addressing MIS technical items. These include servers, switches, and other specialized hardware that is essential to the day to day operations of the MIS division. This includes the daily administration of network resources such as maintaining user accounts, e-mail accounts, data backup etc...
25.00%	20.00%	<b>Security &amp; Training</b> - securing all endpoints and servers against unwanted intrusion. Training of end users on safe usage of city provided technology. Making sure that systems have all needed patches. Securing all internet based services against hacking/breaches.
2.00%	4.00%	<b>Records Management</b> - Maintain the electronic records for the City of Sebastian. This includes the public emails and the laserfiche system. work with the City Clerks office to ensure our the city's electronic record storage is both user/public friendly and secured.
100.00%	100.00%	

## MANAGEMENT INFORMATION SYSTEMS BUDGET SUMMARY

The Fiscal Year 2020-2021 proposed budget for Management Information Systems is \$ 508,634, this compares to the 2019-2020 projected expenditures of \$ 536,497, a decrease of \$ 27,863, or -5.19%.

	FY 16/17	FY 17/18	FY 18/19	Amended FY 19/20	Projected FY 19/20	FY 20/21	
	Actual	Actual	Actual	Budget	Expenditures	Budget	Difference
Personal Services	\$ 111,969	\$ 246,755	\$ 314,098	\$ 348,448	\$ 347,173	\$ 351,218	\$ 4,045
Operating Expenses	51,456	138,267	126,311	188,412	188,412	157,416	(30,996)
Capital Outlay	-	-	24,320	912	912	-	(912)
Total	\$ 163,425	\$ 385,022	\$ 464,729	\$ 537,772	\$ 536,497	\$ 508,634	\$ (27,863)

Fiscal Year 2020-2021 Proposed Budget:

Major Current Level Changes from Fiscal Year 2019-2020 Projected Expenditures:

	Difference
1. <b>Personal Services</b> - Slight increase due to having positions full all year.	\$ 4,045
2. <b>Operating Expenses</b> - Decrease due primarily to website redesign being completed in prior year.	\$ (30,996)
3. <b>Capital Outlay</b> - No General Fund capital requested this year.	\$ (912)

# CITY OF SEBASTIAN, FLORIDA 2020/2021 ANNUAL BUDGET

## PERSONAL SERVICES SCHEDULE

MANAGEMENT INFORMATION SERVICES							
<u>POSITION</u>	<u>PAY RANGE</u>	<u>FULL TIME EQUIVALENTS</u>				<u>Projected Expenditure</u>	<u>Budget</u>
		<u>18/19</u>	<u>19/20</u>	<u>Amended 19/20</u>	<u>20/21</u>	<u>19/20</u>	<u>20/21</u>
MIS Manager	55,588 / 100,058	1.00	1.00	1.00	1.00	\$ 79,230	\$ 79,000
MIS Systems Administrator	48,529 / 87,352	1.00	1.00	1.00	1.00	53,825	53,500
MIS Technical Analyst	37,528 / 67,550	1.00	1.00	1.00	1.00	60,950	60,750
MIS Technician	32,698 / 58,857	1.00	1.00	1.00	1.00	37,700	37,500
Audio Visual Technician (Part Time)	\$ 10.00/hr-\$ 13.64/hr	0.50	1.00	1.00	1.00	25,835	31,750
Audio Visual Technician (Temp)	\$ 10.00/hr	0.50	0.00	0.00	0.00	-	-
		5.00	5.00	5.00	5.00		
TOTAL SALARIES						\$ 257,540	\$ 262,500
Overtime						4,200	3,000
FICA Taxes						18,850	20,311
Deferred Compensation						21,177	21,038
Group Health Insurance Premium						44,860	43,830
Employee Assistance Program						63	63
Worker's Comp Insurance						483	476
Total Personal Services						\$ 347,173	\$ 351,218

## CAPITAL OUTLAY SCHEDULE

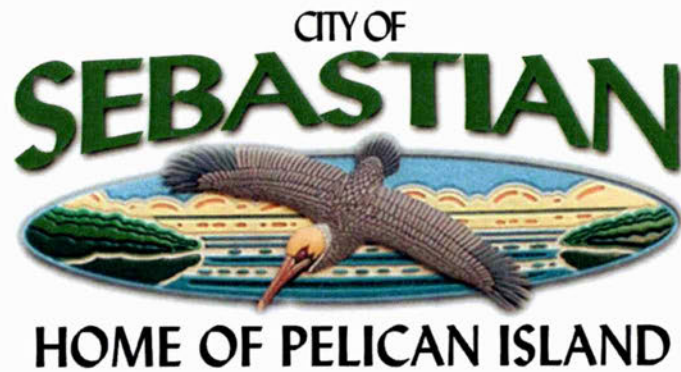
MANAGEMENT INFORMATION SERVICES - TO BE FUNDED BY DISCRETIONARY SALES TAX						
<u>DESCRIPTION</u>	<u>EXPENDITURES PER FISCAL YEAR</u>					<u>TOTAL</u>
	<u>2020/21</u>	<u>2021/22</u>	<u>2022/23</u>	<u>2023/24</u>	<u>2024/25</u>	
Server/Host Update	\$ 43,195	\$ 43,195	\$ 43,195	\$ 43,195	\$ -	\$ 172,780
Citywide Computers	35,000	45,000	35,000	45,000	35,000	195,000
A/V Equipment - Closed Captioning	75,000	-	-	-	-	75,000
Broadcast Equipment	10,000	10,000	10,000	10,000	10,000	50,000
Phone System	100,000	-	-	-	-	100,000
Network Infrastructure	39,000	30,000	30,000	30,000	30,000	159,000
Over the Air Connections	-	10,000	20,000	-	-	30,000
Core and Remote Switches	-	-	-	25,000	20,000	45,000
Total	\$ 302,195	\$ 138,195	\$ 138,195	\$ 153,195	\$ 95,000	\$ 826,780

# CITY OF SEBASTIAN, FLORIDA 2020/2021 ANNUAL BUDGET

## MANAGEMENT INFORMATION SYSTEMS

Code: 010021

Account Number	Description	FY 16/17 Actual	FY 17/18 Actual	FY 18/19 Actual	Amended FY 19/20 Budget	FY 19/20 Projected	FY 20/21 Dept Request	Proposed FY 20/21 Budget
<b>PERSONAL SERVICES</b>								
511200	Regular Salaries	86,749	186,051	226,891	263,250	257,540	269,250	262,500
511300	Temporary Salaries	0	5,178	9,770	0	0	0	0
511400	Overtime	678	2,355	6,037	3,000	4,200	3,000	3,000
512100	FICA Taxes	6,785	14,409	17,702	20,292	18,850	20,827	20,311
512225	Deferred Compensation	7,449	14,830	18,939	21,038	21,177	21,555	21,038
512301	Group Health Insurance Premium	10,023	23,579	34,150	40,198	44,860	49,428	43,830
512305	Dependant Health Ins Premium	43	0	0	0	0	0	0
512309	Employee Assistance Program	40	0	58	63	63	70	63
512400	Worker's Comp Insurance	202	354	551	607	483	487	476
<b>TOTAL PERSONAL SERVICES</b>		<b>111,969</b>	<b>246,755</b>	<b>314,098</b>	<b>348,448</b>	<b>347,173</b>	<b>364,617</b>	<b>351,218</b>
<b>OPERATING EXPENDITURES</b>								
533120	Consultants	0	38,056	15,202	8,000	0	2,000	2,000
533400	Other Contractual Services	0	615	0	40,000	40,000	0	0
534000	Travel and Per Diem	280	575	825	700	0	700	700
534101	Telephone	7,634	308	0	0	0	0	0
534105	Cellular Phone	819	1,407	1,766	2,160	1,975	1,980	1,980
534110	Internet Access	1,414	16,043	17,643	21,850	21,850	21,820	21,820
534120	Postage	5	58	74	50	0	0	0
534130	Express Mail	11	106	63	100	0	100	100
534420	Equipment Leases	0	69	68	72	180	216	216
534630	R & M - Office Equipment	30,215	39,956	69,134	87,475	87,475	100,000	100,000
534640	R & M-Operating Equipment	1,690	1,049	0	0	0	0	0
535200	Departmental Supplies	328	1,806	1,346	200	850	0	0
535210	Computer Supplies	7,900	30,458	10,424	5,235	13,495	7,000	7,000
535230	Small Tools and Equipment	245	78	0	200	317	200	200
535410	Dues and Memberships	501	4,684	5,566	19,420	19,420	21,000	21,000
535420	Books and Publications	0	0	0	100	0	100	100
535450	Training and Education	415	2,999	4,200	2,850	2,850	2,300	2,300
<b>TOTAL OPERATING EXPENDITURES</b>		<b>51,456</b>	<b>138,267</b>	<b>126,311</b>	<b>188,412</b>	<b>188,412</b>	<b>157,416</b>	<b>157,416</b>
<b>CAPITAL OUTLAY</b>								
606400	Vehicles and Equipment	0	0	24,320	912	912	0	0
<b>TOTAL CAPITAL OUTLAY</b>		<b>0</b>	<b>0</b>	<b>24,320</b>	<b>912</b>	<b>912</b>	<b>0</b>	<b>0</b>
<b>TOTAL MANAGEMENT INFORMATION SYSTEMS DIVISION</b>		<b>163,425</b>	<b>385,022</b>	<b>464,729</b>	<b>537,772</b>	<b>536,497</b>	<b>522,033</b>	<b>508,634</b>



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# CITY OF SEBASTIAN, FLORIDA 2020/2021 ANNUAL BUDGET

## POLICE DEPARTMENT CONSOLIDATED BUDGET FOR ALL DIVISIONS AND UNITS

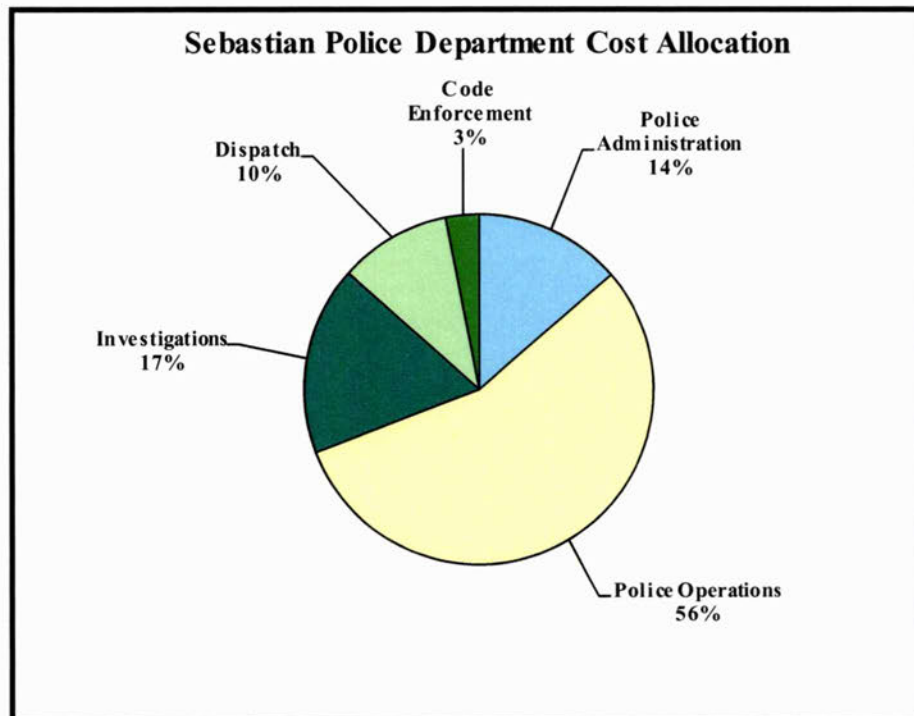
The Fiscal Year 2020-2021 proposed budget for the Police Department as a whole is \$ 6,308,718. This compares to the 2019-2020 projected expenditures of \$ 6,320,481, a decrease of \$ 11,763 or -.2%.

	FY 16/17	FY 17/18	FY 18/19	Amended FY 19/20 Budget	Projected FY 19/20 Expenditures	FY 20/21 Budget	Difference
	Actual	Actual	Actual				
Personal Services	\$ 4,545,579	\$ 5,045,701	\$ 5,461,741	\$ 5,705,426	\$ 5,646,611	\$ 5,639,884	\$ (6,727)
Operating Expenses	523,326	548,151	568,865	620,080	584,367	628,234	43,867
Capital Outlay	24,561	59,754	59,224	94,369	89,503	40,600	(48,903)
<b>Total</b>	<b>\$ 5,093,466</b>	<b>\$ 5,653,606</b>	<b>\$ 6,089,830</b>	<b>\$ 6,419,875</b>	<b>\$ 6,320,481</b>	<b>\$ 6,308,718</b>	<b>\$ (11,763)</b>

Fiscal Year 2020-21 Proposed Budget:

Major Current Level Changes from Fiscal Year 2019-20 Projected Expenditures:

	Difference
1. <b>Personal Services</b> - Decrease due to two retirement payouts made in prior year.	\$ (6,727)
2. <b>Operating Expenses</b> - Increase due to anticipated additional maintenance and increases in services.	\$ 43,867
3. <b>Capital Outlay</b> - Decrease due to less new equipment or replacement items needed this year.	\$ (48,903)



# CITY OF SEBASTIAN, FLORIDA 2020/2021 ANNUAL BUDGET

	<b>FY 16/17 Actual</b>	<b>FY 17/18 Actual</b>	<b>FY 18/19 Actual</b>	<b>FY 19/20 Budget</b>	<b>FY 19/20 Projected</b>	<b>FY 20/21 Budget</b>
<b>POLICE ADMINISTRATION</b>						
PERSONAL SERVICES	\$ 883,814	\$ 919,624	\$ 919,091	\$ 919,839	\$ 866,516	\$ 726,981
OPERATING EXPENDITURES	120,669	119,785	133,314	155,440	140,640	135,654
CAPITAL OUTLAY	-	36,465	-	20,000	19,694	-
TOTAL	\$ 1,004,482	\$ 1,075,874	\$ 1,052,404	\$ 1,095,279	\$ 1,026,850	\$ 862,635
<b>POLICE OPERATIONS</b>						
PERSONAL SERVICES	\$ 2,308,436	\$ 2,727,327	\$ 3,100,165	\$ 3,079,499	\$ 3,097,397	\$ 3,161,351
OPERATING EXPENDITURES	270,954	294,835	290,787	301,989	279,597	310,557
CAPITAL OUTLAY	19,373	23,289	21,778	46,316	42,700	30,000
TOTAL	\$ 2,598,763	\$ 3,045,451	\$ 3,412,730	\$ 3,427,804	\$ 3,419,694	\$ 3,501,908
<b>POLICE INVESTIGATIONS</b>						
PERSONAL SERVICES	\$ 603,083	\$ 648,579	\$ 664,952	\$ 891,625	\$ 884,682	\$ 939,003
OPERATING EXPENDITURES	106,217	106,054	115,848	131,773	134,286	147,479
CAPITAL OUTLAY	5,188	-	37,446	28,053	27,109	10,600
TOTAL	\$ 714,488	\$ 754,632	\$ 818,247	\$ 1,051,451	\$ 1,046,077	\$ 1,097,082
<b>POLICE DISPATCH</b>						
PERSONAL SERVICES	\$ 600,680	\$ 590,500	\$ 611,731	\$ 642,853	\$ 626,537	\$ 639,942
OPERATING EXPENDITURES	10,349	8,563	10,307	10,840	12,063	13,836
CAPITAL OUTLAY	-	-	-	-	-	-
TOTAL	\$ 611,029	\$ 599,063	\$ 622,038	\$ 653,693	\$ 638,600	\$ 653,778
<b>POLICE CODE ENFORCEMENT</b>						
PERSONAL SERVICES	\$ 149,566	\$ 159,672	\$ 165,801	\$ 171,610	\$ 171,480	\$ 172,607
OPERATING EXPENDITURES	15,138	18,914	18,610	20,038	17,781	20,708
CAPITAL OUTLAY	-	-	-	-	-	-
TOTAL	\$ 164,704	\$ 178,587	\$ 184,410	\$ 191,648	\$ 189,261	\$ 193,315
<b>TOTALS</b>						
PERSONAL SERVICES	\$ 4,545,579	\$ 5,045,701	\$ 5,461,741	\$ 5,705,426	\$ 5,646,611	\$ 5,639,884
OPERATING EXPENDITURES	523,326	548,151	568,865	620,080	584,367	628,234
CAPITAL OUTLAY	24,561	59,754	59,224	94,369	89,503	40,600
TOTAL	\$ 5,093,466	\$ 5,653,606	\$ 6,089,830	\$ 6,419,875	\$ 6,320,481	\$ 6,308,718

# CITY OF SEBASTIAN, FLORIDA 2020/2021 ANNUAL BUDGET

## POLICE ADMINISTRATION

The Police Administrative Division includes the office of the Chief, Professional Standards, Training, Accreditation, Alarm Administration, and Police Volunteers. This division coordinates the efforts of the division commanders, oversees the budget, conducts internal investigations and background investigations for new employees, and is responsible for strategic planning.

### FISCAL YEAR 2020 ACCOMPLISHMENTS

- ✓ Provided professional law enforcement services to the community through the various divisions, ensuring transparency and dedication.
- ✓ Continued staff development through leadership and mentoring programs, both internal and external.
- ✓ Increased the number of community outreach programs multiplying citizen contacts.
- ✓ Provided 3 full time SRO's to our schools maintaining a good working relationship with faculty, staff and students to include safety training.

### FISCAL YEAR 2020 GOALS AND OBJECTIVES

- Continue to provide a safe environment to live and work for residents, visitors, and commuters.
- Continue to educate our community through training, social media, and professional interactions.
- Continue to research and utilize available resources to benefit the community as a whole.
- Continue with first year requirements of reaccreditation status with Commission for Florida Accreditation as an Excelsior agency.

### PERFORMANCE MEASURES

Performance Indicators	Actual 2016/2017	Actual 2017/2018	Actual 2018/2019	Projected 2019/2020	Projected 2020/2021
Civic meetings attended	100	132	125	125	125
Policies reviewed	123	200	136	200	136
Unit staff meetings attended	12	12	12	12	12
Senior staff meetings attended	24	24	24	24	24
Staff inspections performed	4	4	4	4	4
Computerized statistical reviews	12	12	12	12	12
Crime Prevention Information needs	30	51	43	50	50
Youth & Bike Safety Events	30	36	7	40	10
Community Events	62	67	67	65	65
Background Investigations	20	25	20	20	20
Training Assistance	24	24	16	24	24
Internal Investigations	1	3	6	2	2
Conduct 40 hrs of training for officers	39	43	43	43	43
Conduct training for civilian employees	40	60	55	50	55
Recruiting and promotional Activities	36	36	36	36	36
Number of citations processed	670	788	1078	850	1000
Number of warnings processed	2510	2891	3548	3200	3500
Number of reports processed	3262	2892	2382	3000	2500
Number of parking citations processed	49	56	30	60	45
Number of trespass warnings processed	149	124	162	150	150
Statistical reports completed	30	30	40	36	40

# CITY OF SEBASTIAN, FLORIDA 2020/2021 ANNUAL BUDGET

## POLICE ADMINISTRATION PROGRAM BUDGET DESCRIPTION

<b>STAFFING</b>		<b>NATURE OF ACTIVITY</b>
<i>19/20</i>	<i>20/21</i>	
36.00%	36.00%	<b>General Management</b> - Direct department, develop and expand citizen involvement and public education. Meet with civic groups, media, and other public and private groups. General administrative duties managing the department.
2.00%	2.00%	<b>Professional Standards</b> - Oversee all internal affairs investigations and conduct two staff inspections during the year. Oversee all background investigations. Insure that accreditation standards are followed and documented.
1.00%	1.00%	<b>Staff Inspections</b>
33.00%	33.00%	<b>Records Management</b> - Processing, distributing and entering incident reports, citations, warnings, parking tickets, trespass warnings, and other related records management for the Divisions of the Police Department.
23.00%	23.00%	<b>Citizen Requests</b> - Respond to citizen and agency requests for incident reports, accident reports, and local checks by fax, mail or phone. Providing officers with information when requested, signing for, processing and entering subpoenas. Providing records information to citizens in person or by phone.
4.00%	4.00%	<b>Reporting</b> - Provide FDLE with UCR reports, update UCR, prepare and provide statistics, update pin map.
1.00%	1.00%	<b>Administrative</b> - Mail correspondence to housewatch participants and to program donors, collect copy fees, signoff citation fees and alarm fees.
100.00%	100.00%	

## POLICE ADMINISTRATION BUDGET SUMMARY

The Fiscal Year 2020-2021 proposed budget for Police Administration is \$ 862,635. This compares to the 2019-2020 projected expenditures of \$ 1,026,850 (excluding State Pension funds), a decrease of \$ 164,215, or -16.0%.

	FY 16/17	FY 17/18	FY 18/19	Amended FY 19/20	Projected FY 19/20	FY 20/21	
	Actual	Actual	Actual	Budget	Expenditures	Budget	Difference
Personal Services	\$ 883,814	\$ 919,624	\$ 919,091	\$ 919,839	\$ 866,516	\$ 726,981	\$ (139,535)
Operating Expenses	120,669	119,785	133,314	155,440	140,640	135,654	(4,986)
Capital Outlay	-	36,465	-	20,000	19,694	-	(19,694)
<b>Total</b>	<b>\$ 1,004,482</b>	<b>\$ 1,075,874</b>	<b>\$ 1,052,404</b>	<b>\$ 1,095,279</b>	<b>\$ 1,026,850</b>	<b>\$ 862,635</b>	<b>\$ (164,215)</b>

Fiscal Year 2020-21 Proposed Budget:

Major Current Level Changes from Fiscal Year 2019-2020 Projected Expenditures:

	Difference
<b>1. Personal Services</b> - Decrease due to two retirement payouts in prior year and transfer out of a part ime position.	\$ (139,535)
<b>2. Operating Expenses</b> - Decrease due primarily to lower expenses in a non-accreditation year.	\$ (4,986)
<b>3. Capital Outlay</b> - Decrease due to no capital outlay requested this year.	\$ (19,694)



# CITY OF SEBASTIAN, FLORIDA 2020/2021 ANNUAL BUDGET

## PERSONAL SERVICES SCHEDULE

### POLICE ADMINISTRATION

POSITION	PAY RANGE	FULL TIME EQUIVALENTS				Projected	Budget
		Amended				Expenditure	
		18/19	19/20	19/20	20/21	19/20	
Chief of Police	78,967 / 142,140	1.00	1.00	1.00	1.00	\$ 145,100	\$ 121,500
*Retirement Payout-Police Chief						69,100	-
Deputy Chief of Police	62,565 / 112,616	1.00	1.00	1.00	1.00	121,200	117,500
*Drop Payout-Deputy Chief						57,040	-
Captain	60,742 / 109,336	1.00	1.00	1.00	1.00	47,750	103,000
Administrative Supervisor	40,244 / 72,439	1.00	1.00	1.00	1.00	47,200	47,000
Administrative Assistant	30,821 / 55,478	1.00	1.00	1.00	1.00	42,650	42,500
Records Specialist II	30,821 / 55,478	1.00	1.00	1.00	1.00	42,445	35,000
Records Specialist I	26,587 / 47,856	1.00	1.00	1.00	1.00	27,100	32,000
Logistics Specialist P/T	\$ 12.36/hr	0.50	0.50	0.50	0.50	13,000	12,750
COPE Specialist P/T *	\$ 12.36/hr	0.50	0.50	0.50	0.00	4,000	-
		8.00	8.00	8.00	7.50		
		<b>TOTAL SALARIES</b>				\$ 616,585	\$ 511,250
						Overtime	1,000 500
						FICA Taxes	47,500 39,273
						Clothing Allowance	1,620 1,620
						Deferred Compensation	14,350 14,292
						Chapter 185 Pension	111,794 79,344
						Group Health Insurance Premium	57,445 67,187
						Employee Assistance Program	107 111
						Worker's Comp Insurance	16,115 13,404
						<b>Total Personal Services</b>	<b>\$ 866,516 \$ 726,981</b>

\* Position transferred to Investigations  
Division in FY21.

# CITY OF SEBASTIAN, FLORIDA 2020/2021 ANNUAL BUDGET

## POLICE ADMINISTRATION

Code: 010041

Account Number	Description	FY 16/17 Actual	FY 17/18 Actual	FY 18/19 Actual	Amended FY 19/20 Budget	FY 19/20 Projected	FY 20/21 Dept Request	Proposed FY 20/21 Budget
<b>PERSONAL SERVICES</b>								
511200	Regular Salaries	529,259	522,105	500,453	662,468	616,585	524,000	511,250
511300	Temporary Salaries	8,847	9,801	22,659	0	0	0	0
511400	Overtime	810	389	472	682	1,000	500	500
512100	FICA Taxes	40,636	40,282	39,516	50,748	47,500	40,248	39,273
512215	Clothing Allowance	2,138	1,980	1,620	1,620	1,620	1,620	1,620
512225	Deferred Compensation	12,592	13,258	14,329	14,220	14,350	14,630	14,292
512250	Chapter 185 Retirement	54,528	77,663	73,733	111,794	111,794	81,316	79,344
512251	Chapter 185 State Shared Revenue	168,628	188,923	198,770	0	0	0	0
512301	Group Health Insurance Premium	43,909	52,651	53,907	57,959	57,445	75,447	67,187
512305	Dependant Health Ins Premium	12,446	0	0	0	0	0	0
512309	Employee Assistance Program	192	0	111	111	107	122	111
512400	Worker's Comp Insurance	9,828	12,572	13,521	20,237	16,115	13,735	13,404
<b>TOTAL PERSONAL SERVICES</b>		<b>883,814</b>	<b>919,624</b>	<b>919,091</b>	<b>919,839</b>	<b>866,516</b>	<b>751,618</b>	<b>726,981</b>
<b>OPERATING EXPENDITURES</b>								
533100	Professional Services	2,743	1,383	600	3,800	3,800	600	600
533400	Other Contractual Services	25	25	25	25	25	5,025	25
533415	Janitorial Services	11,017	0	0	0	0	0	0
533500	Investigations	320	917	350	500	500	500	500
534000	Travel and Per Diem	2,899	3,180	8,060	6,000	6,000	6,000	6,000
534101	Telephone	7,936	8,921	7,286	10,600	5,675	5,820	5,820
534105	Cellular Telephone	2,629	2,416	1,885	1,920	1,900	1,800	1,800
534110	Internet Services	3,039	3,039	2,642	2,615	220	433	433
534120	Postage	1,285	1,052	1,643	1,000	800	1,500	1,500
534310	Electric	29,202	24,858	26,839	26,250	29,350	29,350	29,350
534320	Water/Sewer	3,082	2,946	2,795	3,000	2,950	3,100	3,100
534420	Equipment Leases	3,194	3,139	3,110	3,250	3,610	3,636	3,636
534500	Insurance	0	5,609	0	5,700	7,090	0	0
534610	R & M-Buildings	0	5,925	4,878	10,000	10,000	10,000	10,000
534620	R & M-Vehicles	1,035	1,479	543	500	500	750	750
534630	R & M - Office Equipment	32,104	33,585	46,725	48,000	48,000	51,580	45,460
534640	R & M-Operating Equipment	33	0	189	1,000	1,000	1,000	1,000
534650	R & M-Radio	200	35	0	100	100	100	100
534800	Promotional Activities	1,000	937	722	1,000	1,000	1,000	1,000
534820	Designated Expenditure (Greer Donation)	1,509	3,886	6,989	8,000	4,000	0	0
535200	Departmental Supplies	5,628	5,289	5,107	6,700	3,755	7,000	7,000
535210	Computer Supplies	47	54	147	880	877	880	880
535230	Small Tools and Equipment	649	0	0	500	500	1,000	1,000
535260	Gas and Oil	3,922	4,648	4,646	5,000	3,000	5,000	5,000
535270	Uniforms and Shoes	1,471	789	550	800	1,000	1,000	1,000
535275	Safety Equipment	0	0	0	100	100	100	100
535410	Dues and Memberships	2,370	2,839	3,090	3,200	2,888	3,500	3,500
535420	Books and Publications	125	614	215	0	0	2,100	1,100
535450	Training and Education	3,206	2,220	4,278	5,000	2,000	5,000	5,000
<b>TOTAL OPERATING EXPENDITURES</b>		<b>120,669</b>	<b>119,785</b>	<b>133,314</b>	<b>155,440</b>	<b>140,640</b>	<b>147,774</b>	<b>135,654</b>
<b>CAPITAL OUTLAY</b>								
606400	Vehicles and Equipment	0	16,965	0	20,000	19,694	0	0
606405	Vehicles and Equipment (Designated Funds)	0	19,500	0	0	0	0	0
<b>TOTAL CAPITAL OUTLAY</b>		<b>0</b>	<b>36,465</b>	<b>0</b>	<b>20,000</b>	<b>19,694</b>	<b>0</b>	<b>0</b>
<b>TOTAL POLICE ADMINISTRATION</b>		<b>1,004,482</b>	<b>1,075,874</b>	<b>1,052,404</b>	<b>1,095,279</b>	<b>1,026,850</b>	<b>899,392</b>	<b>862,635</b>

# CITY OF SEBASTIAN, FLORIDA 2020/2021 ANNUAL BUDGET

## POLICE OPERATIONS DIVISION

The Operations Division is the most visible component of the police department and is tasked with 24hour/7 day service. Personnel assigned to this division are responsible for, but not limited to, enforcing traffic and boating laws, conducting preliminary criminal investigations, arresting or citing violators, gathering intelligence, answering calls for service and patrolling the city limits. The Operations Division is comprised of four squads of 6 sworn personnel including four K-9 units and one full-time traffic officer. Several officers also provide extra duty services such as the SRT (Special Response Team). The SRT is responsible for serving high risk warrants, handling barricaded subjects, or any other special incidents requiring highly trained and equipped personnel.

### FISCAL YEAR 2020 ACCOMPLISHMENTS

- ✓ Completed skills and training in the area of active shooter/threat training.
- ✓ Completed the issuance of protective equipment for all sworn personnel.
- ✓ Developed leadership, mentoring and succession planning through various educational sources.
- ✓ Increased our police-community interactions.

### FISCAL YEAR 2021 GOALS AND OBJECTIVES

- Continue to expand our police-community interactions through the COPE initiative.
- Continue to increase public education and awareness of self-defense and safety through the COPE initiative.
- Increase traffic enforcement and crash prevention with a full time traffic unit.
- Increase water patrol, safety checks, and general vessel operations along our waterways.

### PERFORMANCE MEASURES

Performance Indicators	Actual 2016/2017	Actual 2017/2018	Actual 2018/2019	Projected 2019/2020	Projected 2020/2021
Traffic Stops	3,225	3,953	5,036	4,000	5,000
Officer Initiated Activity	14,024	17,687	20,591	19,000	20,000
Traffic Enforcement	1,004	1,437	2,045	1,500	2,000
Parking Enforcement	107	151	121	100	110
Alarms	711	650	565	600	600
Written Warnings Traffic Stops	2,519	2,870	3,728	3,000	3,500
Calls for Service	37,265	48,610	33,427	50,000	45,000
Adult Arrests	300	437	545	440	500
Juvenile Arrests	59	28	30	30	30
Buckle up and DUI enforcement waves	2	2	1	4	2
K-9 usage reports	46	42	26	75	30
K-9 training days	52	52	52	52	48
Boat safety inspections	32	8	4	40	40

# CITY OF SEBASTIAN, FLORIDA 2020/2021 ANNUAL BUDGET

## POLICE OPERATIONS DIVISION PROGRAM BUDGET DESCRIPTION

STAFFING		NATURE OF ACTIVITY
19/20	20/21	
40.00%	40.00%	<b>Calls for Service</b> - respond to calls for service.
18.00%	18.00%	<b>Traffic Stops and Citations</b> - Conduct traffic stops and issue citations and warnings.
15.00%	15.00%	<b>Investigations</b> - Conduct vehicle crash investigations.
2.50%	2.00%	<b>Criminal Transportation</b> - Transport arrested adults and juveniles to respective detention facilities.
4.50%	4.00%	<b>Training and Professional Development</b> - Provide a minimum of 40 hours of training to all members of the division.
13.00%	12.00%	<b>Patrol and Crime Prevention</b> - Maintain patrol logs and direct patrols to reduce opportunistic crimes. Monitor traffic to direct traffic enforcement strategies. Plan and participate in task force operations.
4.00%	4.00%	<b>K-9 Unit</b> - Responsible for directed patrol and request for officer assists.
2.00%	4.00%	<b>Motorcycle/Traffic Unit</b> - Criminal and non-criminal traffic law enforcement and accident investigations
1.00%	1.00%	<b>Marine Unit</b> - Patrol waterways, enforce marine laws and perform water rescues.
100.00%	100.00%	

## POLICE OPERATIONS DIVISION BUDGET SUMMARY

The Fiscal Year 2020-2021 proposed budget for Police Operations Division is \$ 3,501,908. This compares to the 2019-2020 projected expenditures of \$ 3,419,694, an increase of \$ 82,215 or 2.4%.

	FY 16/17	FY 17/18	FY 18/19	Amended FY 19/20	Projected FY 19/20	FY 20/21	
	Actual	Actual	Actual	Budget	Expenditures	Budget	Difference
Personal Services	\$ 2,308,436	\$ 2,727,327	\$ 3,100,165	\$ 3,079,499	\$ 3,097,397	\$ 3,161,351	\$ 63,955
Operating Expenses	270,954	294,835	290,787	301,989	279,597	310,557	30,960
Capital Outlay	19,373	23,289	21,778	46,316	42,700	30,000	(12,700)
Total	\$ 2,598,763	\$ 3,045,451	\$ 3,412,730	\$ 3,427,804	\$ 3,419,694	\$ 3,501,908	\$ 82,215

Fiscal Year 2020-21 Proposed Budget:

Major Current Level Changes from Fiscal Year 2019-20 Projected Expenditures:

	Difference
1. <b>Personal Services</b> - Increase due to longevity increases and having positions full all year.	\$ 63,955
2. <b>Operating Expenses</b> - Increase due to anticipated rise in cost of ammunition, fuel, and vehicle maintenance.	\$ 30,960
3. <b>Capital Outlay</b> - Decrease due to less new or replacement equipment needed this year.	\$ (12,700)

# CITY OF SEBASTIAN, FLORIDA 2020/2021 ANNUAL BUDGET

## PERSONAL SERVICES SCHEDULE

### POLICE OPERATIONS DIVISION

<u>POSITION</u>	<u>PAY RANGE</u>	<u>FULL TIME EQUIVALENTS</u>				<u>Projected Expenditure</u>	<u>Budget</u>
		<u>18/19</u>	<u>19/20</u>	<u>Amended 19/20</u>	<u>20/21</u>	<u>19/20</u>	<u>20/21</u>
Lieutenant	57,256 / 106,061	1.00	1.00	1.00	1.00	96,710	97,000
Sergeant	51,357 / 90,234	4.00	4.00	4.00	5.00	308,725	354,750
Officer	40,608 / 71,348	29.00	27.00	27.00	26.00	1,445,715	1,403,750
		34.00	32.00	32.00	32.00		
<b>TOTAL SALARIES</b>						\$ 1,851,150	\$ 1,855,500
Overtime						220,000	240,000
FICA Taxes						156,465	161,628
Clothing Allowance						17,788	17,280
Chapter 185 Retirement						472,914	486,156
Group Health Insurance Premium						316,125	323,244
Employee Assistance Program						505	507
Worker's Comp Insurance						62,450	77,036
<b>Total Personal Services</b>						<b>\$ 3,097,397</b>	<b>\$ 3,161,351</b>

## CAPITAL OUTLAY SCHEDULE

### POLICE OPERATIONS DIVISION - TO BE FUNDED BY GENERAL FUND

<u>Description</u>	<u>EXPENDITURES PER FISCAL YEAR</u>					
	<u>2020/21</u>	<u>2021/22</u>	<u>2022/23</u>	<u>2023/24</u>	<u>2024/25</u>	<u>TOTAL</u>
COPE Vehicles Graphic Wraps	\$ 5,000	\$ -	\$ -	\$ -	\$ -	\$ 5,000
SRT Ballistic Helmets (8)	8,000	-	-	-	-	8,000
Tasers (5)	7,500	7,500	7,500	7,500	7,500	37,500
Ballistic Shields	3,000	-	-	3,000	3,000	9,000
Ballistic Helmets	1,500	-	-	1,500	1,500	4,500
Rifles (5)	5,000	5,000	5,000	-	-	15,000
Ballistic Vest/Rifle Plates	-	13,000	20,000	8,000	8,000	49,000
Mobile Radios (10)	-	30,500	-	-	-	30,500
SRT Tactical Vest/Rifle Plates (8)	-	-	-	-	16,000	16,000
	<b>\$ 30,000</b>	<b>\$ 56,000</b>	<b>\$ 32,500</b>	<b>\$ 20,000</b>	<b>\$ 36,000</b>	<b>\$ 174,500</b>

### POLICE OPERATIONS DIVISION - TO BE FUNDED BY DISCRETIONARY SALES TAX

<u>Description</u>	<u>EXPENDITURES PER FISCAL YEAR</u>					
	<u>2020/21</u>	<u>2021/22</u>	<u>2022/23</u>	<u>2023/24</u>	<u>2024/25</u>	<u>TOTAL</u>
Police Vehicles w/Equipment	\$ 373,500	\$ 300,000	\$ 305,000	\$ 310,000	\$ 315,000	\$ 1,603,500
	<b>\$ 373,500</b>	<b>\$ 300,000</b>	<b>\$ 305,000</b>	<b>\$ 310,000</b>	<b>\$ 315,000</b>	<b>\$ 1,603,500</b>

# CITY OF SEBASTIAN, FLORIDA 2020/2021 ANNUAL BUDGET

## POLICE OPERATIONS

Code: 010043

Account		FY 16/17	FY 17/18	FY 18/19	Amended FY 19/20	FY 19/20	FY 20/21	Proposed
Number	Description	Actual	Actual	Actual	Budget	Projected	Dept Request	FY 20/21 Budget
<b>PERSONAL SERVICES</b>								
511200	Regular Salaries	1,426,778	1,623,057	1,858,645	1,827,400	1,851,150	1,899,250	1,855,500
511300	Temporary Salaries	965	22,793	0	0	0	0	0
511400	Overtime	235,443	251,591	267,264	200,000	220,000	240,000	240,000
512100	FICA Taxes	130,506	142,313	158,556	155,928	156,465	164,975	161,628
512215	Clothing Allowance	14,333	15,042	17,573	17,280	17,788	17,280	17,280
512250	Chapter 185 Retirement	237,861	374,831	417,075	472,914	472,914	496,306	486,156
512301	Group Health Insurance Premium	157,464	245,633	307,803	327,075	316,125	362,835	323,244
512305	Dependant Health Ins Premium	53,575	0	0	0	0	0	0
512309	Employee Assistance Program	640	0	528	507	505	558	507
512400	Worker's Comp Insurance	50,871	52,067	72,722	78,395	62,450	78,709	77,036
<b>TOTAL PERSONAL SERVICES</b>		<b>2,308,436</b>	<b>2,727,327</b>	<b>3,100,165</b>	<b>3,079,499</b>	<b>3,097,397</b>	<b>3,259,913</b>	<b>3,161,351</b>
<b>OPERATING EXPENDITURES</b>								
533400	Other Contractual Services	0	0	4,844	0	0	0	0
533500	Investigations	52	427	0	100	0	0	0
534000	Travel and Per Diem	2,902	7,637	4,258	7,000	5,000	8,000	8,000
534105	Cellular Telephone	3,814	5,357	7,044	7,140	6,900	6,900	6,900
534110	Internet Access	16,038	16,346	15,422	14,717	14,175	14,717	14,717
534120	Postage	0	102	222	100	90	100	100
534130	Express Mail Charges	61	88	201	100	120	150	150
534420	Equipment Leases	1,040	1,109	1,099	1,250	840	720	720
534620	R & M - Vehicles	65,921	67,308	59,931	50,000	45,000	50,000	50,000
534630	R & M - Office Equipment	1,322	718	1,366	1,180	700	8,770	8,770
534640	R & M-Operating Equipment	6,814	7,364	8,480	7,000	7,200	7,300	7,300
534650	R & M-Radio	3,453	1,722	1,033	1,500	400	1,500	1,500
534800	Promotional Activities	200	371	557	500	500	500	500
534810	K-9 Expenditures	3,292	4,925	3,128	5,000	4,600	5,000	5,000
535200	Departmental Supplies	21,899	29,734	36,468	37,228	37,228	42,000	42,000
535210	Computer Supplies	0	87	128	100	100	100	100
535230	Small Tools and Equipment	16,137	7,025	9,897	24,044	24,044	13,000	13,000
535260	Gas and Oil	80,456	97,141	99,128	100,000	90,000	100,000	100,000
535270	Uniforms and Shoes	33,863	36,019	21,088	28,000	28,000	28,000	28,000
535275	Safety Equipment	7,513	(47)	888	5,000	2,500	5,000	5,000
535410	Dues and Memberships	100	430	860	1,030	1,200	1,200	1,200
535420	Books and Publications	170	517	1,500	1,000	1,000	3,000	3,600
535450	Training and Education	5,908	10,454	13,245	10,000	10,000	12,000	14,000
<b>TOTAL OPERATING EXPENDITURES</b>		<b>270,954</b>	<b>294,835</b>	<b>290,787</b>	<b>301,989</b>	<b>279,597</b>	<b>307,957</b>	<b>310,557</b>
<b>CAPITAL OUTLAY</b>								
606400	Vehicles and Equipment	19,373	23,289	21,778	46,316	42,700	60,500	30,000
<b>TOTAL CAPITAL OUTLAY</b>		<b>19,373</b>	<b>23,289</b>	<b>21,778</b>	<b>46,316</b>	<b>42,700</b>	<b>60,500</b>	<b>30,000</b>
<b>TOTAL POLICE OPERATIONS DIVISION</b>		<b>2,598,763</b>	<b>3,045,451</b>	<b>3,412,730</b>	<b>3,427,804</b>	<b>3,419,694</b>	<b>3,628,370</b>	<b>3,501,908</b>

# **CITY OF SEBASTIAN, FLORIDA 2020/2021 ANNUAL BUDGET**

## **POLICE INVESTIGATIONS DIVISION**

The investigators assigned to this division work on cases involving crimes against persons, crimes against property, and general investigations, including narcotic and vice investigations. The Evidence Technician is the custodian of the evidence/property room and processes crime scenes for evidence. A primary focus of this Division is to nurture cooperation with other law enforcement agencies and to foster community involvement and promote awareness events. The Crime Analyst provides intelligence support internally and externally for the law enforcement community.

### **FISCAL YEAR 2020 ACCOMPLISHMENTS**

- ✓ Continued advanced training for the investigators to ensure up-to-date tactics are being employed.
- ✓ Moved evidence from the Police Department evidence room to the new on-site evidence building.
- ✓ Obtained and utilized digital forensic software to the evidence/crime scene unit for digital recovery and seizures.
- ✓ Continued to utilize resources to assist investigators in solving and preventing crimes.

### **FISCAL YEAR 2021 GOALS AND OBJECTIVES**

- Continue advanced training for investigators to ensure up-to-date tactics are being employed.
- Continue to utilize resources to assist investigators in solving and preventing crimes.
- Steer the agency to intelligence gathering and analyzing techniques and programs.
- Purge property and evidence in accordance with state law.
- Provide professional investigative services to the victims of crimes.

### **PERFORMANCE MEASURES**

Performance Indicators	Actual 2016/2017	Actual 2017/2018	Actual 2018/2019	Projected 2019/2020	Projected 2020/2021
Burglary Investigations	54	41	97	55	70
Assault Investigations	191	195	152	200	180
Sexual Assault Investigations	5	3	9	4	5
Vehicle Theft Investigation	16	10	19	18	16
Robbery Investigations	8	6	3	7	5
Larceny Investigations	347	246	537	300	400
Murder/Attempted Murder Investigations	0	0	0	0	0

# CITY OF SEBASTIAN, FLORIDA 2020/2021 ANNUAL BUDGET

## POLICE INVESTIGATIONS DIVISION PROGRAM BUDGET DESCRIPTION

STAFFING		NATURE OF ACTIVITY
19/20	20/21	
50.00%	50.00%	<b><u>Investigations</u></b> - Investigate reported criminal offenses, complete reports on same, conduct interviews, review and assist in the prosecution of suspects.
15.00%	14.00%	<b><u>On Scene Investigations</u></b> - Perform on-scene investigations and process crime scenes.
10.00%	9.00%	<b><u>Court Assistance</u></b> - Obtaining warrants, State Attorney's Office depositions and appear in court.
10.00%	10.00%	<b><u>Investigations Assistance</u></b> - Assist Uniform Division and other agencies with investigations.
8.00%	10.00%	<b><u>Training and Professional Development</u></b> .
2.00%	2.00%	<b><u>Community Meetings/Community Policing</u></b>
5.00%	5.00%	<b><u>Backgrounds</u></b>
100.00%	100.00%	

## POLICE INVESTIGATIONS DIVISION BUDGET SUMMARY

The Fiscal Year 2020-21 proposed budget for Police Investigations is \$ 1,097,082. This compares to the 2019-2020 projected expenditures of \$ 1,046,077, an increase of \$ 51,005 or 4.9%.

	FY 16/17	FY 17/18	FY 18/19	Amended FY 19/20	Projected FY 19/20	FY 20/21	
	Actual	Actual	Actual	Budget	Expenditures	Budget	Difference
Personal Services	\$ 603,083	\$ 648,579	\$ 664,952	\$ 891,625	\$ 884,682	\$ 939,003	\$ 54,321
Operating Expenses	106,217	106,054	115,848	131,773	134,286	147,479	13,193
Capital Outlay	5,188	-	37,446	28,053	27,109	10,600	(16,509)
Total	\$ 714,488	\$ 754,632	\$ 818,247	\$ 1,051,451	\$ 1,046,077	\$ 1,097,082	\$ 51,005

Fiscal Year 2020-21 Proposed Budget:

Major Current Level Changes from Fiscal Year 2019-20 Projected Expenditures:

	Difference
1. <b>Personal Services</b> - Increase due to transfer in of a part time position and a position reclassification..	\$ 54,321
2. <b>Operating Expenses</b> - Increase due primarily to crime lab services fee increase as well as equipment maintenance costs.	\$ 13,193
3. <b>Capital Outlay</b> - Decrease due to less new equipment needed this year.	\$ (16,509)



# CITY OF SEBASTIAN, FLORIDA 2020/2021 ANNUAL BUDGET

## PERSONAL SERVICES SCHEDULE

### POLICE INVESTIGATIONS DIVISION

POSITION	PAY RANGE	FULL TIME EQUIVALENTS				Projected	
		Amended				Expenditure	Budget
		18/19	19/20	19/20	20/21	19/20	20/21
Lieutenant	57,256 / 106,061	1.00	1.00	1.00	1.00	\$ 68,490	\$ 70,750
Sergeant	51,357 / 90,234	1.00	1.00	1.00	1.00	63,115	59,500
Investigators	40,608 / 71,348	4.00	6.00	6.00	6.00	356,300	362,500
Evidence Supervisor	47,028 / 84,651	0.00	0.00	0.00	1.00	-	48,250
Evidence Technician	33,679 / 60,622	1.00	1.00	1.00	0.00	39,470	-
Evidence Technician P/T*	\$ 16.19/hr	0.00	0.00	0.00	0.50	-	21,050
Crossing Guards (Temp)	\$ 10.00/hr	5.00	5.00	5.00	5.00	33,610	43,500
		12.00	14.00	14.00	14.50		
		TOTAL SALARIES				\$ 560,985	\$ 605,550
		Overtime				44,700	44,000
		FICA Taxes				47,700	50,491
		Clothing Allowance				9,750	10,460
		Deferred Compensation				4,500	4,841
		Chapter 185 Retirement				119,106	121,278
		Group Health Insurance Premium				78,325	77,958
		Employee Assistance Program				143	143
		Worker's Comp Insurance				19,473	24,282
		Total Personal Services				\$ 884,682	\$ 939,003
* Position transferred from Admin Division in FY21.							

## CAPITAL OUTLAY SCHEDULE

### POLICE INVESTIGATIONS DIVISION - FUNDED BY GENERAL FUND

<u>Description</u>	<u>EXPENDITURES PER FISCAL YEAR</u>					
	<u>2020/21</u>	<u>2021/22</u>	<u>2022/23</u>	<u>2023/24</u>	<u>2024/25</u>	<u>TOTAL</u>
PENLINK Server	\$ 3,000	\$ -	\$ -	\$ -	\$ -	\$ 3,000
Surveillance Equipment	7,600	-	-	-	-	7,600
	<b>\$ 10,600</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 10,600</b>

# CITY OF SEBASTIAN, FLORIDA 2020/2021 ANNUAL BUDGET

## POLICE INVESTIGATIONS DIVISION

Code: 010047

Account Number	Description	FY 16/17 Actual	FY 17/18 Actual	FY 18/19 Actual	Amended FY 19/20 Budget	FY 19/20 Projected	FY 20/21 Dept Request	Proposed FY 20/21 Budget
<b>PERSONAL SERVICES</b>								
511200	Regular Salaries	334,513	369,878	376,797	526,150	527,375	573,800	562,050
511300	Temporary Salaries	58,503	51,731	43,308	43,500	33,610	43,500	43,500
511400	Overtime	51,292	34,868	39,755	35,000	44,700	44,000	44,000
512100	FICA Taxes	33,627	34,813	35,090	46,853	47,700	51,390	50,491
512215	Clothing Allowance	7,450	7,804	7,848	10,460	9,750	10,460	10,460
512225	Deferred Compensation	3,445	3,870	4,109	4,102	4,500	4,841	4,841
512250	Chapter 185 Retirement	45,918	76,072	84,427	119,106	119,106	124,004	121,278
512301	Group Health Insurance Premium	41,236	54,879	55,655	81,858	78,325	87,972	77,958
512305	Dependant Health Ins Premium	16,170	0	0	0	0	0	0
512309	Employee Assistance Program	146	0	95	143	143	157	143
512400	Worker's Comp Insurance	10,784	14,665	17,869	24,453	19,473	24,738	24,282
<b>TOTAL PERSONAL SERVICES</b>		<b>603,083</b>	<b>648,579</b>	<b>664,952</b>	<b>891,625</b>	<b>884,682</b>	<b>964,862</b>	<b>939,003</b>
<b>OPERATING EXPENDITURES</b>								
533100	Professional Services	67,889	70,417	72,749	82,000	80,668	84,649	84,649
533500	Investigations	181	491	780	800	800	800	800
534000	Travel and Per Diem	2,379	5,143	5,652	6,388	8,000	8,500	8,500
534105	Cellular Telephone	3,355	3,644	3,581	4,320	4,175	4,200	4,200
534110	Internet Access	2,236	2,922	3,173	3,900	3,925	3,900	3,900
534115	On-line Services	1,603	1,647	1,704	1,752	1,747	1,800	1,800
534120	Postage	23	70	143	250	250	250	250
534130	Express Mail Charges	22	41	0	100	300	300	300
534400	Rent/Leases	391	391	0	576	576	576	576
534420	Equipment Leases	510	501	497	525	420	384	384
534620	R & M-Vehicles	6,345	4,169	5,944	4,000	4,000	5,000	5,000
534630	R & M - Office Equipment	1,202	858	1,252	1,200	1,375	5,020	5,020
534640	R & M-Operating Equipment	85	0	0	0	0	4,300	2,000
534650	R & M-Radio	79	35	0	100	100	100	100
534800	Promotional Activities	147	171	154	300	300	300	300
534920	Legal Ads	0	0	317	400	500	750	750
535200	Departmental Supplies	2,918	2,774	2,506	2,600	3,000	4,000	4,000
535210	Computer Supplies	72	0	90	912	1,000	1,000	1,000
535230	Small Tools and Equipment	185	313	0	200	200	200	200
535260	Gas and Oil	10,816	7,952	9,530	10,000	11,500	12,000	12,000
535270	Uniforms and Shoes	337	561	618	800	800	800	800
535275	Safety Equipment	1,016	293	293	750	750	750	750
535410	Dues and Memberships	25	400	470	700	700	1,000	1,000
535420	Books and Publications	0	0	200	200	200	200	200
535450	Training and Education	4,403	3,262	6,197	9,000	9,000	11,000	9,000
<b>TOTAL OPERATING EXPENDITURES</b>		<b>106,217</b>	<b>106,054</b>	<b>115,848</b>	<b>131,773</b>	<b>134,286</b>	<b>151,779</b>	<b>147,479</b>
<b>CAPITAL OUTLAY</b>								
606400	Vehicles and Equipment	5,188	0	37,446	28,053	27,109	22,600	10,600
<b>TOTAL CAPITAL OUTLAY</b>		<b>5,188</b>	<b>0</b>	<b>37,446</b>	<b>28,053</b>	<b>27,109</b>	<b>22,600</b>	<b>10,600</b>
<b>TOTAL POLICE INVESTIGATIONS DIVISION</b>		<b>714,488</b>	<b>754,632</b>	<b>818,247</b>	<b>1,051,451</b>	<b>1,046,077</b>	<b>1,139,241</b>	<b>1,097,082</b>

# **CITY OF SEBASTIAN, FLORIDA 2020/2021 ANNUAL BUDGET**

## **POLICE DISPATCH UNIT**

The police Dispatch Unit operates around the clock and takes emergency and non-emergency calls for service from the public, and dispatches calls to officers, code enforcement and volunteers. They do investigative work for the officers utilizing the CAD, RMS, DAVID and FCIC/NCIC, provide information services to officers as well as citizens. They monitor and record the activities of officers, community service volunteers and code enforcement officers into the CAD system. Dispatch takes house watch requests from citizens for the volunteers to check while they are away. Dispatch works closely with the other dispatch centers in the surrounding cities and counties by transferring calls to them or receiving calls from them. Dispatch uses several state of the art automated systems, which are linked to statewide and nationwide databases.

## **FISCAL YEAR 2020 ACCOMPLISHMENTS**

- ✓ The third radio work station was upgraded.
- ✓ Implemented the LEAPS program to improve the training, evaluation and documentation flow for newly hired dispatchers.
- ✓ Ensured compliance through quarterly and annual audits.

## **FISCAL YEAR 2021 GOALS AND OBJECTIVES**

- Educate the public on the 911 system, its operation and proper use.
- Fill the assistant communications supervisor position.
- Increase education and training for the 911 operators to ensure preparation for all emergencies and succession planning.
- Continue efficiently receiving and dispatching calls for service in an effort to provide meet the needs of our citizens.

## **PERFORMANCE MEASURES**

<b>Performance Indicators</b>	<b>Actual 2016/2017</b>	<b>Actual 2017/2018</b>	<b>Actual 2018/2019</b>	<b>Projected 2019/2020</b>	<b>Projected 2020/2021</b>
911 Calls Received	9,004	9,056	8888*	9,500	9,000
Code Violation Calls Received	6,773	8,712	9,239	8,000	8,500
Total Calls Received	45,136	48,610	51,209	48,000	50,000
Calls Per Dispatcher	5,015	5,401	5,689	5,500	5,500
Administrative Calls Handled	37,846	45,644	17801*	40,000	20,000

\* System documenting issue caused the FY19 reported numbers to appear lower than they actually were

# CITY OF SEBASTIAN, FLORIDA 2020/2021 ANNUAL BUDGET

## POLICE DISPATCH UNIT PROGRAM BUDGET DESCRIPTION

STAFFING		NATURE OF ACTIVITY
19/20	20/21	
53.00%	53.00%	<b>Dispatch</b> - Receive and dispatch calls for police services, including felony in progress and emergency calls. Supply information to officers and callers. Record police action taken on calls for service.
29.00%	29.00%	<b>Calls</b> - Receive complaint calls from public and emergency 911 calls.
14.00%	14.00%	<b>Information Retrieval</b> - Check auto tags, VIN's, individuals, articles through the automated in-house records system and FCIC/NCIC systems. Send and receive LETS and fax messages.
2.00%	2.00%	<b>Code Enforcement</b> - Receive, document and dispatch code enforcement complaints.
2.00%	2.00%	<b>Training and Professional Development.</b>
100.00%	100.00%	

## POLICE DISPATCH UNIT BUDGET SUMMARY

The Fiscal Year 2020-2021 proposed budget for Police Dispatch is \$ 653,778. This compares to the 2019-2020 projected expenditures of \$ 638,600, an increase of \$ 15,178, or 2.4%.

	FY 16/17	FY 17/18	FY 18/19	Amended FY 19/20	Projected FY 19/20	FY 20/21	
	Actual	Actual	Actual	Budget	Expenditures	Budget	Difference
Personal Services	\$ 600,680	\$ 590,500	\$ 611,731	\$ 642,853	\$ 626,537	\$ 639,942	\$ 13,405
Operating Expenses	10,349	8,563	10,307	10,840	12,063	13,836	1,773
Capital Outlay	-	-	-	-	-	-	-
Total	\$ 611,029	\$ 599,063	\$ 622,038	\$ 653,693	\$ 638,600	\$ 653,778	\$ 15,178

Fiscal Year 2020-21 Proposed Budget:

Major Current Level Changes from Fiscal Year 2019-20 Projected Expenditures:

	Difference
1. <b>Personal Services</b> - Increase due to having positions full all year.	\$ 13,405
2. <b>Operating Expenses</b> - Slight increase due primarily to increased training.	\$ 1,773
3. <b>Capital Outlay</b> - No capital outlay requested.	\$ -

# CITY OF SEBASTIAN, FLORIDA 2020/2021 ANNUAL BUDGET

## PERSONAL SERVICES SCHEDULE

### POLICE DISPATCH UNIT

<u>POSITION</u>	<u>PAY RANGE</u>	<u>FULL TIME EQUIVALENTS</u>				<u>Projected</u>	<u>Budget</u>
		<u>Amended</u>				<u>Expenditure</u>	
		<u>18/19</u>	<u>19/20</u>	<u>19/20</u>	<u>20/21</u>	<u>19/20</u>	<u>20/21</u>
Communications Supervisor	40,244 / 72,439	1.00	1.00	1.00	1.00	\$ 75,000	\$ 72,750
Assistant Communications Supervisor	35,730 / 64,314	0.00	1.00	0.00	1.00	37,000	\$ 37,400
Communication Technician	30,821 / 55,478	9.00	8.00	9.00	8.00	303,000	323,750
		10.00	10.00	10.00	10.00		
<b>TOTAL SALARIES</b>						\$ 415,000	\$ 433,900
Overtime						60,000	40,000
FICA Taxes						35,250	36,253
Deferred Compensation						39,500	42,813
Group Health Insurance Premium						75,800	85,990
Employee Assistance Program						148	158
Worker's Comp Insurance						839	828
<b>Total Personal Services</b>						<u>\$ 626,537</u>	<u>\$ 639,942</u>

# CITY OF SEBASTIAN, FLORIDA 2020/2021 ANNUAL BUDGET

## POLICE DISPATCH UNIT

Code: 010049

Account Number	Description	FY 16/17 Actual	FY 17/18 Actual	FY 18/19 Actual	Amended FY 19/20 Budget	FY 19/20 Projected	FY 20/21 Dept Request	Proposed FY 20/21 Budget
<b>PERSONAL SERVICES</b>								
511200	Regular Salaries	379,933	405,965	400,202	434,950	415,000	444,150	433,900
511400	Overtime	74,843	34,955	56,733	39,861	60,000	40,000	40,000
512100	FICA Taxes	33,487	32,538	33,591	36,139	35,250	37,037	36,253
512225	Deferred Compensation	39,105	38,699	40,239	42,516	39,500	43,736	42,813
512301	Group Health Insurance Premium	54,368	77,585	79,848	88,176	75,800	96,525	85,990
512305	Dependant Health Ins Premium	17,931	0	0	0	0	0	0
512309	Employee Assistance Program	232	0	150	158	148	174	158
512400	Worker's Comp Insurance	782	758	968	1,053	839	846	828
<b>TOTAL PERSONAL SERVICES</b>		<b>600,680</b>	<b>590,500</b>	<b>611,731</b>	<b>642,853</b>	<b>626,537</b>	<b>662,468</b>	<b>639,942</b>
<b>OPERATING EXPENDITURES</b>								
534000	Travel and Per Diem	818	704	1,411	1,000	1,000	2,000	2,000
534105	Cellular Telephone	472	461	464	480	480	480	480
534110	Internet Access	433	433	454	435	160	0	0
534420	Equipment Leases	1,022	1,005	995	1,025	1,565	1,716	1,716
534630	R & M-Office Equipment	1,302	1,273	1,267	1,700	1,700	1,300	1,300
534640	R & M-Operating Equipment	500	0	470	500	500	500	500
534650	R & M-Radios	88	176	242	200	200	200	200
534800	Promotional Activities	217	300	389	300	300	400	400
535200	Departmental Supplies	2,193	890	643	800	800	1,800	1,800
535210	Computer Supplies	0	70	363	200	1,619	200	200
535270	Uniforms	0	0	632	300	300	300	300
535275	Safety Equipment	10	18	0	200	100	100	100
535410	Dues and Memberships	331	0	331	700	339	840	840
535450	Training and Education	2,963	3,235	2,645	3,000	3,000	4,000	4,000
<b>TOTAL OPERATING EXPENDITURES</b>		<b>10,349</b>	<b>8,563</b>	<b>10,307</b>	<b>10,840</b>	<b>12,063</b>	<b>13,836</b>	<b>13,836</b>
<b>CAPITAL OUTLAY</b>								
606400	Vehicles and Equipment	0	0	0	0	0	0	0
<b>TOTAL CAPITAL OUTLAY</b>		<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>TOTAL POLICE DISPATCH UNIT</b>		<b>611,029</b>	<b>599,063</b>	<b>622,038</b>	<b>653,693</b>	<b>638,600</b>	<b>676,304</b>	<b>653,778</b>

# CITY OF SEBASTIAN, FLORIDA 2020/2021 ANNUAL BUDGET

## CODE ENFORCEMENT DIVISION

The Code Enforcement division enforces regulations to ensure the beauty and character of the City by responding to citizen complaints and self- initiated enforcement. While providing support to other departments and the Special Magistrate, this division works to solicit voluntary compliance whenever possible.

### FISCAL YEAR 2020 ACCOMPLISHMENTS

- ✓ Continued a proactive approach to code violations, while striving for compliance.
- ✓ Investigated code violations with follow-ups, magistrate hearings and abatements.
- ✓ Provided education to the community in an effort to gain voluntary compliance.
- ✓ Continually monitored the false alarm program to ensure compliance.
- ✓ Provided professional code enforcement services.

### FISCAL YEAR 2021 GOALS AND OBJECTIVES

- Continue to strive for compliance prior to requiring magistrate hearing.
- Continue to provide proactive and professional code enforcement services.
- Continually educate the public on code enforcement concerns to improve quality of life.
- Reduce time spent on calls increasing efficiency observing and responding to violations.

### PERFORMANCE MEASURES

Performance Indicators	Actual 2016/2017	Actual 2017/2018	Actual 2018/2019	Projected 2019/2020	Projected 2020/2021
Water Violations	174	17	94	40	60
Code Violations	1,579	1,832	2,325	1,800	1,900
Illegal Signs	456	459	520	450	475
Nuisance Abatement	527	655	417	600	450
Re-inspections	2,558	2,829	2,846	2,600	2,800
Property Inspections	336	434	533	400	450

### PROGRAM BUDGET DESCRIPTION FOR THE CODE ENFORCEMENT DIVISION

STAFFING		NATURE OF ACTIVITY
19/20	20/21	
50.00%	50.00%	<b>Citizen Complaints</b> - Respond to complaints of city ordinance violations and self-initiate code compliance and enforcement.
30.00%	30.00%	<b>Re-inspections</b> - Follow up on notices of violations to ensure compliance.
3.00%	3.00%	<b>Code Enforcement Board</b> - Provide direct support to Code Enforcement Board for Code Enforcement hearings.
17.00%	17.00%	<b>Documentation</b> - To document complaints, as well as self-initiated actions, write reports and follow up letters and prepare documentation for Code Enforcement Board.
100.00%	100.00%	

# CITY OF SEBASTIAN, FLORIDA 2020/2021 ANNUAL BUDGET

## CODE ENFORCEMENT DIVISION BUDGET SUMMARY

The Fiscal Year 2020-2021 proposed budget for Code Enforcement is \$ 193,315. This compares to the 2019-2020 projected expenditures of \$189,261, an increase of \$ 4,054, or 2.1%.

	FY 16/17	FY 17/18	FY 18/19	Amended FY 19/20	Projected FY 19/20	FY 20/21	
	Actual	Actual	Actual	Budget	Expenditures	Budget	Difference
Personal Services	\$ 149,566	\$ 159,672	\$ 165,801	\$ 171,610	\$ 171,480	\$ 172,607	\$ 1,127
Operating Expenses	15,138	18,914	18,610	20,038	17,781	20,708	2,927
Capital Outlay	-	-	-	-	-	-	-
<b>Total</b>	<b>\$ 164,704</b>	<b>\$ 178,587</b>	<b>\$ 184,410</b>	<b>\$ 191,648</b>	<b>\$ 189,261</b>	<b>\$ 193,315</b>	<b>\$ 4,054</b>

Fiscal Year 2020-21 Proposed Budget:

Major Current Level Changes from Fiscal Year 2019-20 Projected Expenditures:

	Difference
<b>1. Personal Services</b> - Increase due to slight increase in workers compensation rate.	\$ 1,127
<b>2. Operating Expenditures</b> - Increase due primarily to additional training and anticipated vehicle maintenance.	\$ 2,927
<b>3. Capital Outlay</b> - No capital outlay requested.	\$ -

## PERSONAL SERVICES SCHEDULE

### CODE ENFORCEMENT DIVISION

POSITION	PAY RANGE	FULL TIME EQUIVALENTS				Projected	
		18/19	19/20	Amended 19/20	20/21	Expenditure 19/20	Budget 20/21
Code Enforcement Officer	32,698 / 45,156	2.00	2.00	2.00	2.00	\$ 85,950	\$ 87,000
Administrative Assistant	30,821 / 55,478	1.00	1.00	1.00	1.00	35,250	35,000
		3.00	3.00	3.00	3.00		
<b>TOTAL SALARIES</b>						<b>\$ 121,200</b>	<b>\$ 122,000</b>
Overtime						300	100
FICA Taxes						9,000	9,442
Clothing Allowance						1,320	1,320
Deferred Compensation						11,250	11,270
Group Health Insurance Premium						26,745	26,245
Employee Assistance Program						48	48
Worker's Comp Insurance						1,617	2,182
<b>Total Personal Services</b>						<b>\$ 171,480</b>	<b>\$ 172,607</b>



# CITY OF SEBASTIAN, FLORIDA 2020/2021 ANNUAL BUDGET

## CODE ENFORCEMENT DIVISION

Code: 010045

Account Number	Description	FY 16/17 Actual	FY 17/18 Actual	FY 18/19 Actual	Amended FY 19/20 Budget	Projected FY 19/20 Budget	FY 20/21 Dept Request	Proposed FY 20/21 Budget
<b>PERSONAL SERVICES</b>								
511200	Regular Salaries	108,672	112,848	117,074	120,300	121,200	125,000	122,000
511400	Overtime	26	444	31	239	300	100	100
512100	FICA Taxes	8,322	8,359	8,597	9,250	9,000	9,671	9,442
512215	Clothing Allowance	1,320	1,320	1,320	1,320	1,320	1,320	1,320
512225	Deferred Compensation	9,881	10,177	10,723	11,045	11,250	11,540	11,270
512301	Group Health Insurance Premium	15,585	24,846	25,873	27,377	26,745	29,258	26,245
512305	Dependant Health Ins Premium	3,986	0	0	0	0	0	0
512309	Employee Assistance Program	72	0	48	48	48	52	48
512400	Worker's Comp Insurance	1,701	1,680	2,135	2,031	1,617	2,236	2,182
<b>TOTAL PERSONAL SERVICES</b>		<b>149,566</b>	<b>159,672</b>	<b>165,801</b>	<b>171,610</b>	<b>171,480</b>	<b>179,177</b>	<b>172,607</b>
<b>OPERATING EXPENDITURES</b>								
533400	Other Contractual Services	0	0	590	700	700	700	700
534000	Travel and Per Diem	0	244	437	260	0	500	500
534105	Cellular Telephone	469	426	465	1,300	1,140	1,320	1,320
534110	Internet Services	866	866	866	866	866	866	866
534120	Postage	3,695	4,938	3,984	4,300	3,598	4,300	4,300
534420	Equipment Leases	70	69	68	82	215	252	252
534620	R & M-Vehicles	2,043	1,804	2,040	1,500	500	1,500	1,500
534630	R & M - Office Equipment	37	20	27	30	70	120	120
534650	R & M-Radio	79	88	0	100	80	100	100
534910	Clerk of Court Filing Fees	1,250	1,753	1,757	1,800	2,190	1,800	1,800
535200	Departmental Supplies	714	482	931	700	700	700	700
535210	Computer Supplies	0	0	40	500	500	50	50
535230	Small Tools and Equipment	79	0	0	100	0	100	100
535260	Gas and Oil	5,768	6,989	6,837	6,500	6,572	6,500	6,500
535270	Uniforms and Shoes	0	647	0	500	500	500	500
535275	Safety Equipment	0	0	0	100	50	100	100
535410	Dues and Memberships	70	35	70	100	100	100	100
535450	Training and Education	0	554	498	600	0	1,200	1,200
<b>TOTAL OPERATING EXPENDITURES</b>		<b>15,138</b>	<b>18,914</b>	<b>18,610</b>	<b>20,038</b>	<b>17,781</b>	<b>20,708</b>	<b>20,708</b>
<b>CAPITAL OUTLAY</b>								
606400	Vehicles and Equipment	0	0	0	0	0	0	0
<b>TOTAL CAPITAL OUTLAY</b>		<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>TOTAL CODE ENFORCEMENT DIVISION</b>		<b>164,704</b>	<b>178,587</b>	<b>184,410</b>	<b>191,648</b>	<b>189,261</b>	<b>199,885</b>	<b>193,315</b>



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# CITY OF SEBASTIAN, FLORIDA 2020/2021 ANNUAL BUDGET

## PUBLIC FACILITIES DEPARTMENT CONSOLIDATED BUDGET FOR ALL DIVISIONS

The Fiscal Year 2020-21 proposed budget for the Public Facilities Department as a whole is \$ 1,000,029. As compared to the 2019-2020 projected expenditures of \$ 969,299, this is an increase of \$ 30,730 or 3.2%.

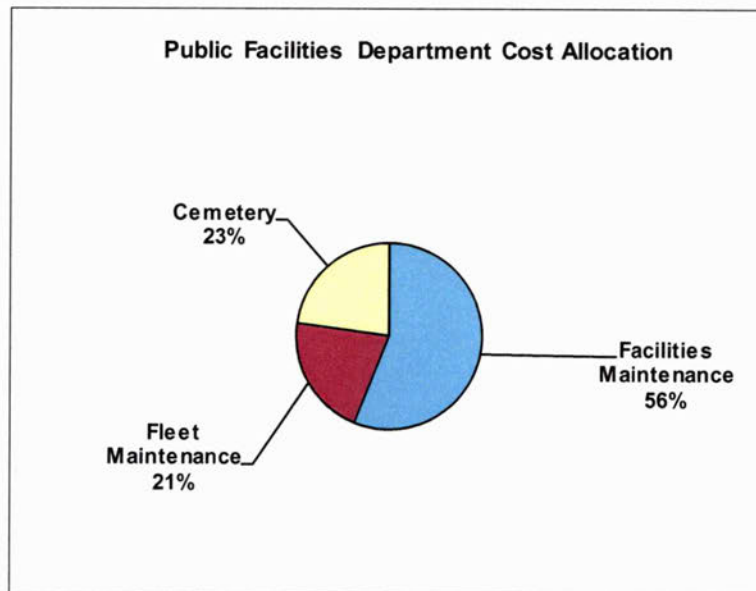
	FY 16/17	FY 17/18	FY 18/19	Amended FY 19/20	Projected FY 19/20	FY 20/21	
	Actual	Actual	Actual	Budget	Expenditures	Budget	Difference
Personal Services	\$ 1,133,021	\$ 1,569,966	\$ 1,006,513	\$ 616,764	\$ 612,433	\$ 643,350	\$ 30,917
Operating Expenses	728,876	1,110,786	605,517	\$ 308,539	\$ 314,341	313,579	(762)
Capital Outlay	114,447	142,493	83,712	\$ 42,665	\$ 42,525	43,100	575
<b>Total</b>	<b>\$ 1,976,344</b>	<b>\$ 2,823,245</b>	<b>\$ 1,695,742</b>	<b>\$ 967,968</b>	<b>\$ 969,299</b>	<b>\$ 1,000,029</b>	<b>\$ 30,730</b>

Fiscal Year 2020-2021 Proposed Budget:

Major Current Level Changes from

Fiscal Year 2019-2020 Projected Expenditures:

	Difference
1. <b>Personal Services</b> - Increase due primarily to a retirement payout.	\$ 30,917
2. <b>Operating Expenses</b> - Slight decrease due primarily to reduced building maintenance costs.	\$ (762)
3. <b>Capital Outlay</b> - Increase due primarily to anticipated replacement of air conditioning units.	\$ 575



# CITY OF SEBASTIAN, FLORIDA 2020/2021 ANNUAL BUDGET

## CONSOLIDATED PUBLIC FACILITIES DEPARTMENT

	<b>FY 16/17 <u>Actual</u></b>	<b>FY 17/18 <u>Actual</u></b>	<b>FY 18/19 <u>Actual</u></b>	<b>FY 19/20 <u>Budget</u></b>	<b>FY 19/20 <u>Projected</u></b>	<b>FY 20/21 <u>Budget</u></b>
<b>ROADS &amp; MAINTENANCE</b>						
PERSONAL SERVICES	\$ 379,293	\$ 462,678	\$ 505,970	\$ -	\$ -	\$ -
OPERATING EXPENDITURES	72,500	338,222	325,439	-	-	-
CAPITAL OUTLAY	3,639	7,544	55,743	-	-	-
<b>TOTAL</b>	<b>\$ 455,432</b>	<b>\$ 808,444</b>	<b>\$ 887,151</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>STORMWATER UTILITY</b>						
PERSONAL SERVICES	\$ 336,195	\$ 630,002	\$ -	\$ -	\$ -	\$ -
OPERATING EXPENDITURES	377,195	488,037	-	-	-	-
CAPITAL OUTLAY	-	2,263	-	-	-	-
<b>TOTAL</b>	<b>\$ 713,390</b>	<b>\$ 1,120,302</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>FLEET MANAGEMENT</b>						
PERSONAL SERVICES	\$ 184,297	\$ 194,428	\$ 194,159	\$ 186,004	\$ 180,673	\$ 185,787
OPERATING EXPENDITURES	27,228	24,432	28,524	26,345	19,445	22,640
CAPITAL OUTLAY	2,335	-	9,595	-	-	2,800
<b>TOTAL</b>	<b>\$ 213,861</b>	<b>\$ 218,860</b>	<b>\$ 232,278</b>	<b>\$ 212,349</b>	<b>\$ 200,118</b>	<b>\$ 211,227</b>
<b>FACILITIES MAINTENANCE</b>						
PERSONAL SERVICES	\$ 92,872	\$ 133,131	\$ 160,659	\$ 279,543	\$ 279,543	\$ 284,664
OPERATING EXPENDITURES	225,941	232,174	219,247	253,735	268,531	255,724
CAPITAL OUTLAY	108,473	124,195	18,374	42,665	42,525	20,300
<b>TOTAL</b>	<b>\$ 427,285</b>	<b>\$ 489,500</b>	<b>\$ 398,280</b>	<b>\$ 575,943</b>	<b>\$ 590,599</b>	<b>\$ 560,688</b>
<b>CEMETERY</b>						
PERSONAL SERVICES	\$ 140,365	\$ 149,728	\$ 145,725	\$ 151,217	\$ 152,217	\$ 172,899
OPERATING EXPENDITURES	26,011	27,920	32,308	28,459	26,365	35,215
CAPITAL OUTLAY	-	8,491	-	-	-	20,000
<b>TOTAL</b>	<b>\$ 166,376</b>	<b>\$ 186,139</b>	<b>\$ 178,033</b>	<b>\$ 179,676</b>	<b>\$ 178,582</b>	<b>\$ 228,114</b>
<b>TOTALS</b>						
PERSONAL SERVICES	\$ 1,133,021	\$ 1,569,966	\$ 1,006,513	\$ 616,764	\$ 612,433	\$ 643,350
OPERATING EXPENDITURES	728,876	1,110,786	605,517	308,539	314,341	313,579
CAPITAL OUTLAY	114,447	142,493	83,712	42,665	42,525	43,100
<b>TOTAL</b>	<b>\$ 1,976,344</b>	<b>\$ 2,823,245</b>	<b>\$ 1,695,742</b>	<b>\$ 967,968</b>	<b>\$ 969,299</b>	<b>\$ 1,000,029</b>

# **CITY OF SEBASTIAN, FLORIDA 2020/2021 ANNUAL BUDGET**

## **PUBLIC FACILITIES FLEET MANAGEMENT DIVISION**

The Fleet Management Division develops, manages and provides vehicle and equipment maintenance services for all City-owned vehicles and equipment, with the exception of the Golf Course. This includes 103 vehicles, 26 units of major equipment and 185 units of smaller equipment and tools. In addition, the Fleet Management staff also maintains the City's fuel facilities in the compound, assuring fuel availability for the fleet and compliance with FDEP requirements.

### **FISCAL YEAR 2020 ACCOMPLISHMENTS**

- ✓ Cleaned and reorganized long term yard storage and storage building
- ✓ Implemented a vehicle replacement schedule
- ✓ Continued proper fuel storage, maintenance and compliance according to state and federal guidelines
- ✓ Maintained inventory accountability
- ✓ Maintained safe work environment, no injuries
- ✓ Generated \$51,976.50 in revenue by the sale of surplus equipment through Gov Deals
- ✓ Maintained over 90% in-house repairs/preventative maintenances

### **FISCAL YEAR 2021 GOALS AND OBJECTIVES**

- Continue proper fuel storage, maintenance and compliance
- Continue safe work environment
- Continue inventory accountability
- Continue technician training/research in order to maintain a 90% goal of in-house repairs

### **PERFORMANCE MEASURES**

Performance Indicators	Actual 2016/2017	Actual 2017/2018	Actual 2018/2019	Projected 2019/2020	Projected 2020/21
Number of Vehicles Maintained	104	117	121	120	123
Number of Heavy Equipment Maintained	26	26	24	27	26
Number of Light Equipment Maintained	185	200	202	200	200
Preventive Maintenance Services	135	200	187	200	200
Road Service Calls	89	65	71	75	75
Completed Service Requests	1529	1508	1056	1500	1300

# CITY OF SEBASTIAN, FLORIDA 2020/2021 ANNUAL BUDGET

## FLEET MANAGEMENT DIVISION PROGRAM BUDGET DESCRIPTION

STAFFING		NATURE OF ACTIVITY
19/20	20/21	
10.00%	10.00%	<b>Administration of City Fleet Management Program</b> - Supervise and direct employees in the implementation of a Fleet Management Program for over 300 pieces of equipment. Develop and direct the maintenance of a 2,800 sq. ft. maintenance facility.
45.00%	45.00%	<b>Vehicle Maintenance</b> - Schedule and perform vehicle preventive maintenance, mechanical and body repair services on all city-owned vehicles and equipment, except Golf Course equipment.
10.00%	10.00%	<b>Order and Parts Processing</b> - Order, receive and stock vehicle repair parts and material. Schedule vehicle sublet repairs.
5.00%	5.00%	<b>Employee Training</b> - Train employees in new corrective repair procedures, waste disposal, and Department of Labor Safety Requirements and Standards.
10.00%	10.00%	<b>Vehicle Data Processing</b> - Data processing of work orders, issue slips, purchase orders and parts. Maintain computerized parts and tools inventory.
5.00%	5.00%	<b>General Administrative</b> - Preparation of Budget, maintenance of vehicle records and training records.
5.00%	5.00%	<b>Administration of City Fuel Facility Management Program</b> - Supervise and maintain unleaded gasoline and diesel fuel storage and dispensing facilities. Implement, monitor and maintain Fuel Management System.
5.00%	5.00%	<b>Planning and implementation of Fleet Maintenance Programs</b> - Plan, develop and implement programs to modernize facilities, equipment and tools.
5.00%	5.00%	<b>General Administrative Program</b> - Implementation of Guidelines for the acquisition and replacement of Fleet Assets.
100.00%	100.00%	

## FLEET MANAGEMENT DIVISION BUDGET SUMMARY

The Fiscal Year 2020-2021 proposed budget for Fleet Management is \$ 211,227. This compares to the 2019-2020 projected expenditures of \$ 200,118, an increase of \$ 11,109, or 5.55%.

	FY 16/17	FY 17/18	FY 18/19	Amended FY 19/20	Projected FY 19/20	FY 20/21	
	Actual	Actual	Actual	Budget	Expenditures	Budget	Difference
Personal Services	\$ 184,297	\$ 194,428	\$ 194,159	\$ 186,004	\$ 180,673	\$ 185,787	\$ 5,114
Operating Expenses	27,228	24,432	28,524	26,345	19,445	22,640	3,195
Capital Outlay	2,335	-	9,595	-	-	2,800	2,800
Total	\$ 213,861	\$ 218,860	\$ 232,278	\$ 212,349	\$ 200,118	\$ 211,227	\$ 11,109

Fiscal Year 2020-21 Proposed Budget:

Major Current Level Changes from Fiscal Year 2019-20 Projected Expenditures

	Difference
1. <b>Personal Services</b> - Increase due primarily to position reclassification.	\$ 5,114
2. <b>Operating Expenses</b> - Increase due primarily to higher anticipated equipment maintenance and training costs.	\$ 3,195
3. <b>Capital Outlay</b> - Increase due to replacement equipment needed this year.	\$ 2,800

# CITY OF SEBASTIAN, FLORIDA 2020/2021 ANNUAL BUDGET

## PERSONAL SERVICES SCHEDULE

### FLEET MANAGEMENT DIVISION

POSITION	PAY RANGE	FULL TIME EQUIVALENTS				Projected	Budget
		Amended				Expenditure	
		18/19	19/20	19/20	20/21	19/20	20/21
Fleet Superintendant	50,871 / 91,568	1.00	1.00	1.00	1.00	\$ 61,995	\$ 61,750
Garage Supervisor	40,244 / 72,439	1.00	1.00	1.00	1.00	36,685	41,250
Mechanic	27,384 / 49,291	1.00	1.00	1.00	1.00	32,890	32,500
Clerical Assisstant II	26,587 / 47,856	0.50	0.00	0.00	0.00	-	-
		3.50	3.00	3.00	3.00		
TOTAL SALARIES						\$ 131,570	\$ 135,500
Overtime						600	1,000
FICA Taxes						10,119	10,470
Clothing Allowance						360	360
Deferred Compensation						11,658	12,317
Group Health Insurance Premium						22,539	21,986
Employee Assistance Program						48	48
Worker's Comp Insurance						3,779	4,106
Total Personal Services						\$ 180,673	\$ 185,787

## CAPITAL OUTLAY SCHEDULE

### FLEET MANAGEMENT DIVISION - TO BE FUNDED BY GENERAL FUND

Description	EXPENDITURES PER FISCAL YEAR					TOTAL
	2020/21	2021/22	2022/23	2023/24	2024/25	
Shop MIG Welder	2,800	-	-	-	-	2,800
Portable Stick Welder/Generator	-	3,500	-	-	-	3,500
Tire Balancer	-	2,400	-	-	-	2,400
Tire Changer	-	3,980	-	-	-	3,980
Shop Chain Hoist	-	-	3,000	-	-	3,000
Exhaust Extraction Unit	-	-	1,800	-	-	1,800
	\$ 2,800	\$ 9,880	\$ 4,800	\$ -	\$ -	\$ 17,480

# CITY OF SEBASTIAN, FLORIDA 2020/2021 ANNUAL BUDGET

## FLEET MANAGEMENT DIVISION

Code: 010054

Account		FY 16/17	FY 17/18	FY 18/19	Amended FY 19/20	FY 19/20	FY 20/21	Proposed
<u>Number</u>	<u>Description</u>	<u>Actual</u>	<u>Actual</u>	<u>Actual</u>	<u>Budget</u>	<u>Projected</u>	<u>Dept Request</u>	<u>FY 20/21 Budget</u>
<b>PERSONAL SERVICES</b>								
511200	Regular Salaries	132,257	144,714	141,272	131,300	131,570	138,000	135,500
511400	Overtime	4,483	984	264	4,000	600	1,000	1,000
512100	FICA Taxes	10,369	11,154	10,840	10,308	10,119	10,661	10,470
512215	Clothing Allowance	320	220	240	360	360	360	360
512225	Deferred Compensation	11,267	12,655	13,293	12,127	11,658	12,542	12,317
512301	Group Health Insurance Premium	18,652	21,563	24,024	23,116	22,539	24,799	21,986
512305	Dependant Health Ins Premium	3,210	0	0	0	0	0	0
512309	Employee Assistance Program	92	0	63	48	48	52	48
512400	Worker's Comp Insurance	3,647	3,137	4,163	4,745	3,779	4,177	4,106
<b>TOTAL PERSONAL SERVICES</b>		<b>184,297</b>	<b>194,428</b>	<b>194,159</b>	<b>186,004</b>	<b>180,673</b>	<b>191,591</b>	<b>185,787</b>
<b>OPERATING EXPENDITURES</b>								
533400	Other Contractual Services	301	50	50	625	625	800	800
533410	Environmental Services	471	1,230	677	950	500	400	0
534000	Travel and Per Diem	768	69	369	800	250	250	250
534105	Cellular Telephone	789	957	1,144	1,080	1,020	1,020	1,020
534310	Electric	2,949	2,641	2,941	3,000	3,000	3,000	3,000
534320	Water/Sewer	266	291	292	325	280	295	295
534420	Equipment Leases	952	936	927	1,000	600	600	600
534610	R & M - Buildings	221	0	227	500	600	600	600
534620	R & M-Vehicles	1,434	1,320	1,792	1,380	450	1,000	1,000
534630	R & M - Office Equipment	1,193	432	1,096	1,150	885	870	870
534640	R & M-Operating Equipment	5,876	5,232	4,373	4,500	2,500	4,000	4,000
535200	Departmental Supplies	3,320	2,784	5,822	3,200	3,000	3,275	3,275
535210	Computer Supplies	20	0	54	0	100	250	250
535230	Small Tools and Equipment	4,824	3,060	4,607	2,000	2,000	2,000	2,000
535260	Gas and Oil	1,735	1,453	1,300	1,700	500	1,000	1,000
535270	Uniforms and Shoes	753	874	881	785	785	780	780
535275	Safety Equipment	196	375	427	400	200	400	400
535410	Membership & Professional Dues	50	1,500	1,545	1,600	1,600	1,600	1,600
535420	Books and Publications	0	0	0	100	50	100	100
535450	Training and Education	1,111	1,229	0	1,250	500	1,300	800
<b>TOTAL OPERATING EXPENDITURES</b>		<b>27,228</b>	<b>24,432</b>	<b>28,524</b>	<b>26,345</b>	<b>19,445</b>	<b>23,540</b>	<b>22,640</b>
<b>CAPITAL OUTLAY</b>								
606400	Vehicles and Equipment	2,335	0	9,595	0	0	5,300	2,800
<b>TOTAL CAPITAL OUTLAY</b>		<b>2,335</b>	<b>0</b>	<b>9,595</b>	<b>0</b>	<b>0</b>	<b>5,300</b>	<b>2,800</b>
<b>TOTAL FLEET MANAGEMENT DIVISION</b>		<b>213,861</b>	<b>218,860</b>	<b>232,278</b>	<b>212,349</b>	<b>200,118</b>	<b>220,431</b>	<b>211,227</b>



# CITY OF SEBASTIAN, FLORIDA 2020/2021 ANNUAL BUDGET

## **PUBLIC FACILITIES FACILITIES MAINTENANCE DIVISION**

The Facilities Maintenance Division is responsible for the maintenance and repair of all city buildings and facilities and the supervision of contractors/vendors to ensure contractual obligations are fulfilled. The division also provides miscellaneous janitorial services and support to all community activities as well as all departments by providing such services as moving office equipment and furniture.

### **FISCAL YEAR 2020 ACCOMPLISHMENTS**

- ✓ Rehab interior of Art Center
- ✓ Respond to COVID-19 Health Emergency by
  - Providing special soaps and sanitizing supplies
  - Instituting special cleaning procedures to promote a clean, virus free work environment
- ✓ Rehab restroom floors in Riverview Park and Football fields
- ✓ Repaired Splash Pad pump system
- ✓ Repaired Lift Station pumps at Working Waterfront
- ✓ Resolved major problem with Police Dept. Rooftop Air Conditioning Unit
- ✓ Replaced HVAC units serving the MIS department
- ✓ Provided backflow device testing inspections to +40 backflow prevention devices
- ✓ Replaced Riverview Park Restroom roofing
- ✓ Established street lighting on Airport Drive East leading to Pickle Ball courts
- ✓ Completed major concrete walkway and seawall repair at Yacht Club
- ✓ Completed rehab of foot bridges spanning swales at Riverview Park
- ✓ Replace carpet and sound assist antenna loop in City Council Chambers

### **FISCAL YEAR 2021 GOALS AND OBJECTIVES**

- Certify one member on staff in HVAC repairs
- Establish sewer connection serving the Senior Center
- Install Emergency Standby Generator for City Hall
- Convert Indian River Drive street lights to LED

### **PERFORMANCE MEASURES**

Performance Indicators	Actual 2016/2017	Actual 2017/2018	Actual 2018/2019	Projected 2019/2020	Projected 2020/21
Number of facility and sites maintained	56	56	56	56	56
Total square footage maintained	161,138	161,138	161,138	161,138	161,138
Total number of work orders completed	150	150	160	165	175
Cost per square foot maintained	\$2.65	\$3.04	\$2.47	\$3.67	\$3.53

# CITY OF SEBASTIAN, FLORIDA 2020/2021 ANNUAL BUDGET

## PROGRAM BUDGET DESCRIPTION FOR THE FACILITIES MAINTENANCE DIVISION

STAFFING		NATURE OF ACTIVITY
19/20	20/21	
25.00%	25.00%	<b>Property Maintenance</b> - Provide continuous maintenance and repair to all City buildings and facilities. These activities are in the following disciplines: Design/Construction, Electrical, Painting, Plumbing, Cabinetry, Carpentry, and General Maintenance.
15.00%	15.00%	<b>Administration</b> - Supervise City facility contractors to ensure contractual obligations enforced. Provide general administrative duties to ensure overall efficient operation of City owned facilities and the preparation of annual division budget.
60.00%	60.00%	<b>General Services</b> - Perform duties such as supporting community activities, moving offices furniture, and providing janitorial services for all City facilities.
100.00%	100.00%	

## FACILITIES MAINTENANCE DIVISION BUDGET SUMMARY

The Fiscal Year 2020-2021 proposed budget for Facilities Maintenance is \$ 560,688. This compares to the 2019-2020 projected expenditures of \$ 590,599, a decrease of \$ 29,911, or -5.06%.

	FY 16/17	FY 17/18	FY 18/19	Amended FY 19/20	Projected FY 19/20	FY 20/21	
	Actual	Actual	Actual	Budget	Expenditures	Budget	Difference
Personal Services	\$ 92,872	\$ 133,131	\$ 160,659	\$ 279,543	\$ 279,543	\$ 284,664	\$ 5,121
Operating Expenses	225,941	232,174	219,247	253,735	268,531	255,724	(12,807)
Capital Outlay	108,473	124,195	18,374	42,665	42,525	20,300	(22,225)
Total	\$ 427,285	\$ 489,500	\$ 398,280	\$ 575,943	\$ 590,599	\$ 560,688	\$ (29,911)

Fiscal Year 2020-2021 Proposed Budget:

Major Current Level Changes from Fiscal Year 2019-2020 Projected Expenditures	Difference
1. <b>Personal Services</b> - Increase due primarily to position reclassification.	\$ 5,121
2. <b>Operating Expenses</b> - Decrease due primarily to lower anticipated contractual services.	\$ (12,807)
3. <b>Capital Outlay</b> - Decrease due to less equipment requested.	\$ (22,225)

## PERSONAL SERVICES SCHEDULE

FACILITIES MAINTENANCE		FULL TIME EQUIVALENTS				Projected	Budget
POSITION	PAY RANGE	FY 18/19	FY 19/20	Amended FY 19/20	FY 20/21	FY 19/20	FY 20/21
Public Facilities Director*	72,868 / 131,163	0.00	1.00	1.00	1.00	\$ 91,420	\$ 91,250
Construction Specialist II	45,295 / 81,530	1.00	1.00	1.00	1.00	40,918	45,500
Facilities Foreman	30,821 / 55,478	1.00	1.00	1.00	1.00	41,400	40,750
Maintenance Worker II	27,384 / 49,291	1.00	1.00	1.00	1.00	32,500	32,250
		3.00	4.00	4.00	4.00		
<b>TOTAL SALARIES</b>						\$ 206,238	\$ 209,750
Overtime						3,000	3,000
FICA Taxes						16,000	16,303
Clothing Allowance						360	360
Deferred Compensation						19,000	19,180
Group Health Insurance Premium						28,865	28,864
Employee Assistance Program						63	63
Worker's Comp Insurance						6,017	7,144
Total Personal Services						\$ 279,543	\$ 284,664

\*62% of Director's salary to be reimbursed by Airport

# CITY OF SEBASTIAN, FLORIDA 2020/2021 ANNUAL BUDGET

## CAPITAL OUTLAY SCHEDULE

### FACILITIES MAINTENANCE - TO BE FUNDED BY GENERAL FUND

<u>Description</u>	<u>EXPENDITURES PER FISCAL YEAR</u>					<u>TOTAL</u>
	<u>2020/21</u>	<u>2021/22</u>	<u>2022/23</u>	<u>2023/24</u>	<u>2024/25</u>	
Scissor Lift	\$ 13,500	\$ -	\$ -	\$ -	\$ -	\$ 13,500
Replace Storage Shed Roof	6,800	-	-	-	-	6,800
City Hall East End Air Conditioner	-	40,000	-	-	-	40,000
	<u>\$ 20,300</u>	<u>\$ 40,000</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 60,300</u>

### FACILITIES MAINTENANCE - TO BE FUNDED BY DISCRETIONARY SALES TAX

<u>Description</u>	<u>EXPENDITURES PER FISCAL YEAR</u>					<u>TOTAL</u>
	<u>2020/21</u>	<u>2021/22</u>	<u>2022/23</u>	<u>2023/24</u>	<u>2024/25</u>	
Truck w/9' Bed and Crane	\$ 65,000	\$ -	\$ -	\$ -	\$ -	\$ 65,000
Public Facilities Compound	-	1,250,000	1,250,000	1,000,000	-	3,500,000
	<u>\$ 65,000</u>	<u>\$ 1,250,000</u>	<u>\$ 1,250,000</u>	<u>\$ 1,000,000</u>	<u>\$ -</u>	<u>\$ 3,565,000</u>

# CITY OF SEBASTIAN, FLORIDA 2020/2021 ANNUAL BUDGET

## FACILITIES MAINTENANCE DIVISION

Code: 010056

Account Number	Description	FY 16/17 Actual	FY 17/18 Actual	FY 18/19 Actual	Amended FY 19/20 Budget	FY 19/20 Projected	FY 20/21 Dept Request	Proposed FY 20/21 Budget
<b>PERSONAL SERVICES</b>								
511200	Regular Salaries	62,073	89,331	109,886	203,850	206,238	240,000	209,750
511400	Overtime	3,174	7,521	5,036	3,000	3,000	3,000	3,000
512100	FICA Taxes	5,075	7,319	8,686	15,767	16,000	18,617	16,303
512215	Clothing Allowance	240	240	360	360	360	360	360
512225	Deferred Compensation	6,018	8,653	10,450	18,550	19,000	21,902	19,180
512301	Group Health Insurance Premium	13,256	17,377	21,187	30,397	28,865	42,996	28,864
512305	Dependant Health Ins Premium	0	0	0	0	0	0	0
512309	Employee Assistance Program	48	0	48	63	63	70	63
512400	Worker's Comp Insurance	2,988	2,690	5,007	7,556	6,017	8,330	7,144
<b>TOTAL PERSONAL SERVICES</b>		<b>92,872</b>	<b>133,131</b>	<b>160,659</b>	<b>279,543</b>	<b>279,543</b>	<b>335,275</b>	<b>284,664</b>
<b>OPERATING EXPENDITURES</b>								
533400	Other Contractual Services	30,383	26,214	33,505	33,190	33,000	26,486	32,486
533410	Environmental Services	75	0	0	0	0	0	0
533415	Janitorial Services	69,685	86,259	93,566	104,320	105,000	105,682	105,682
533420	Pest/Weed Control	3,038	3,292	3,128	3,150	3,096	3,192	3,192
534000	Travel and Per Diem	0	0	0	650	200	700	700
534105	Cellular Telephone	131	467	794	1,740	1,620	1,920	1,620
534400	Rents and Leases	0	0	0	0	3,000	6,000	6,000
534420	Equipment Leases	0	0	0	27	500	108	250
534610	R & M - Buildings	94,400	86,689	61,169	79,000	86,500	83,000	67,000
534620	R & M-Vehicles	2,817	1,417	1,052	2,000	2,000	1,900	1,900
534625	R & M - Lighting	0	0	0	2,500	3,000	2,500	2,500
534630	R & M - Office Equipment	0	0	0	0	270	360	360
534640	R & M-Operating Equipment	212	1,655	369	500	1,500	1,600	1,600
535200	Departmental Supplies	905	3,228	1,777	2,591	3,200	3,600	3,600
535220	Cleaning Supplies	16,945	15,553	17,581	16,000	18,000	20,000	20,000
535230	Small Tools and Equipment	3,470	2,391	2,094	2,600	2,100	2,600	2,600
535260	Gas and Oil	3,113	4,108	2,933	4,000	4,000	4,100	4,100
535270	Uniforms and Shoes	735	901	856	835	845	1,178	884
535275	Safety Equipment	34	0	20	250	200	250	250
535450	Training and Education	0	0	405	382	500	1,000	1,000
<b>TOTAL OPERATING EXPENDITURES</b>		<b>225,941</b>	<b>232,174</b>	<b>219,247</b>	<b>253,735</b>	<b>268,531</b>	<b>266,176</b>	<b>255,724</b>
<b>CAPITAL OUTLAY</b>								
606200	Buildings	0	0	0	0	0	6,800	6,800
606400	Vehicles and Equipment	108,473	124,195	18,374	42,665	42,525	30,000	13,500
<b>TOTAL CAPITAL OUTLAY</b>		<b>108,473</b>	<b>124,195</b>	<b>18,374</b>	<b>42,665</b>	<b>42,525</b>	<b>36,800</b>	<b>20,300</b>
<b>TOTAL FACILITIES MAINTENANCE</b>		<b>427,285</b>	<b>489,500</b>	<b>398,280</b>	<b>575,943</b>	<b>590,599</b>	<b>638,251</b>	<b>560,688</b>

# CITY OF SEBASTIAN, FLORIDA 2020/2021 ANNUAL BUDGET

## PUBLIC FACILITIES CEMETERY DIVISION

The Cemetery Division is responsible for the maintenance, upkeep, and beautification of the Sebastian Cemetery that encompasses 10.74 acres of grass, trees, and hedges that are under a perpetual care clause purchased along with burial spaces by Sebastian residents. The staff is responsible for the location of burial sites for sales, internment, assistance in locating burial spaces of family members, friends, and staff from funeral homes and monument companies. Responsibilities also include record administration and adhering to ordinances, rules and regulations

### FISCAL YEAR 2020 ACCOMPLISHMENTS

- ✓ Level Cemetery Expansion Area (#5) and cap artesian well
- ✓ Adjust to pesticide ban through application of more manpower to manually maintain cemetery property
- ✓ Maintained close working relationship with area funeral homes throughout COVID-19 emergency
- ✓ Maintained irrigation system; replacing primary irrigation pump

### FISCAL YEAR 2021 GOALS AND OBJECTIVES

- Continue ground work to complete the opening of area #5
- Complete successor planning in anticipation of Kip Kelso's retirement in February 2021.

### PERFORMANCE MEASURES

Performance Indicators	Actual 2016/2017	Actual 2017/2018	Actual 2018/2019	Projected 2019/2020	Projected 2020/21
Cremains, including niches	13	36	37	36	31
Burials	45	41	37	37	40
Acres of property maintained	10.34	10.34	10.34	12.06	12.06
Operating cost per acre maintained	\$16,091	\$18,002	\$17,218	\$14,808	\$25,718

### CEMETERY DIVISION PROGRAM BUDGET DESCRIPTION

STAFFING		NATURE OF ACTIVITY
19/20	20/21	
70.00%	70.00%	<b>Cemetery Grounds Maintenance</b> - Maintain 10.34 acres of grounds through improved scheduling of mowing, trimming, and general cleanup. Removal and trimming of unsightly trees to enhance appearance and increase safety. Continue to apply chemicals and fertilizer to improve the overall appearance of the Cemetery. Perform beautification projects such as planting trees and bushes to enhance appearance.
10.00%	10.00%	<b>Public Relations</b> - Assist with sales and locations of burial spaces and assist citizens and visitors in locating burial spaces of family members and friends.
10.00%	10.00%	<b>Administration</b> - Assist in record keeping, bill processing, sales and products.
10.00%	10.00%	<b>Burials</b> - Markings for gravediggers, policing area for ants, checking flowers and parking cars.
100.00%	100.00%	

# CITY OF SEBASTIAN, FLORIDA 2020/2021 ANNUAL BUDGET

## CEMETERY DIVISION BUDGET SUMMARY

The Fiscal Year 2020-2021 proposed budget for the Cemetery is \$ 228,114. This compares to the 2019-2020 projected expenditures of \$ 178,582, an increase of \$ 49,532, or 27.7%.

	FY 16/17	FY 17/18	FY 18/19	Amended FY 19/20	Projected FY 19/20	FY 20/21	
	Actual	Actual	Actual	Budget	Expenditures	Budget	Difference
Personal Services	\$ 140,365	\$ 149,728	\$ 145,725	\$ 151,217	\$ 152,217	\$ 172,899	\$ 20,682
Operating Expenses	26,011	27,920	32,308	28,459	26,365	35,215	8,850
Capital Outlay	-	8,491	-	-	-	20,000	20,000
<b>Total</b>	<b>\$ 166,376</b>	<b>\$ 186,139</b>	<b>\$ 178,033</b>	<b>\$ 179,676</b>	<b>\$ 178,582</b>	<b>\$ 228,114</b>	<b>\$ 49,532</b>

Fiscal Year 2020-21 Proposed Budget:

Major Current Level Changes from Fiscal Year 2019-20 Projected Expenditures

	Difference
1. <b>Personal Services</b> - Increase due to retirement payout this year.	\$ 20,682
2. <b>Operating Expenses</b> - Increase due primarily to anticipated increase in size of grounds being maintained.	\$ 8,850
3. <b>Capital Outlay</b> - Increase due to equipment replacement and improvement projects.	\$ 20,000

## PERSONAL SERVICES SCHEDULE

### CEMETERY DIVISION

<u>POSITION</u>	<u>PAY RANGE</u>	<u>FULL TIME EQUIVALENTS</u>				<u>Projected Expenditure 19/20</u>	<u>Budget 20/21</u>
		<u>18/19</u>	<u>19/20</u>	<u>Amended 19/20</u>	<u>20/21</u>		
Cemetery Supervisor	35,730 / 64,314	1.00	1.00	1.00	1.00	\$ 74,550	\$ 52,250
*Retirement Payout-Supervisor						\$ -	\$ 37,600
Assistant Cemetery Sexton	29,052 / 52,293	1.00	1.00	1.00	1.00	30,550	32,250
		2.00	2.00	2.00	2.00		
<b>TOTAL SALARIES</b>						\$ 105,100	\$ 122,100
Overtime						2,200	3,000
FICA Taxes						8,165	9,595
Clothing Allowance						240	330
Deferred Compensation						9,600	11,289
Group Health Insurance Premium						20,557	20,177
Employee Assistance Program						32	32
Worker's Comp Insurance						6,323	6,376
<b>Total Personal Services</b>						<b>\$ 152,217</b>	<b>\$ 172,899</b>

# CITY OF SEBASTIAN, FLORIDA 2020/2021 ANNUAL BUDGET

## CAPITAL OUTLAY SCHEDULE

### CEMETERY DIVISION - TO BE FUNDED BY GENERAL FUND

<u>Description</u>	<u>EXPENDITURES PER FISCAL YEAR</u>					
	<u>2020/21</u>	<u>2021/22</u>	<u>2022/23</u>	<u>2023/24</u>	<u>2024/25</u>	<u>TOTAL</u>
Bench Seats and Monuments	\$ 20,000	\$ -	\$ -	\$ -	\$ -	\$ 20,000
	\$ 20,000	\$ -	\$ -	\$ -	\$ -	\$ 20,000

### CEMETERY DIVISION - TO BE FUNDED BY CEMETERY TRUST FUND

<u>Description</u>	<u>EXPENDITURES PER FISCAL YEAR</u>					
	<u>2020/21</u>	<u>2021/22</u>	<u>2022/23</u>	<u>2023/24</u>	<u>2024/25</u>	<u>TOTAL</u>
Columbarium Niches	\$ 45,000	\$ 45,000	\$ -	\$ -	\$ -	\$ 90,000
52" Mower	13,500	-	-	-	14,000	27,500
Flag Poles	4,400	-	-	-	-	4,400
Desk & Chairs	1,600	-	-	-	-	1,600
Driveway Resurfacing	15,000	-	-	-	-	15,000
Ground/Headstone Leveling	20,000	20,000	40,000	-	-	80,000
	\$ 99,500	\$ 65,000	\$ 40,000	\$ -	\$ 14,000	\$ 218,500

# CITY OF SEBASTIAN, FLORIDA 2020/2021 ANNUAL BUDGET

## CEMETERY DIVISION

Code: 010059

Account Number	Description	FY 16/17 Actual	FY 17/18 Actual	FY 18/19 Actual	Amended FY 19/20 Budget	FY 19/20 Projected	FY 20/21 Dept Request	Proposed FY 20/21 Budget
<b>PERSONAL SERVICES</b>								
511200	Regular Salaries	99,587	104,134	100,280	101,500	105,100	122,850	122,100
511400	Overtime	1,520	3,305	2,543	3,000	2,200	3,000	3,000
512100	FICA Taxes	7,422	7,905	7,569	7,974	8,165	9,653	9,595
512215	Clothing Allowance	120	240	320	240	240	330	330
512225	Deferred Compensation	9,284	9,624	8,846	9,382	9,600	11,356	11,289
512301	Group Health Insurance Premium	11,748	18,930	18,144	21,149	20,557	22,765	20,177
512305	Dependant Health Ins Premium	5,043	0	0	0	0	0	0
512309	Employee Assistance Program	44	0	30	32	32	35	32
512400	Worker's Comp Insurance	5,596	5,589	7,992	7,940	6,323	6,435	6,376
<b>TOTAL PERSONAL SERVICES</b>		<b>140,365</b>	<b>149,728</b>	<b>145,725</b>	<b>151,217</b>	<b>152,217</b>	<b>176,424</b>	<b>172,899</b>
<b>OPERATING EXPENDITURES</b>								
533400	Other Contractual Services	8,245	8,045	7,995	7,995	4,500	10,800	10,800
534101	Telephone	1,609	1,677	1,599	1,680	1,475	1,500	1,500
534105	Cellular Telephones	150	179	74	120	85	120	120
534110	Internet Access	743	819	839	840	865	880	880
534310	Electric	2,689	2,888	3,655	3,000	3,900	3,900	3,900
534610	R & M - Buildings	373	480	1,069	450	1,500	2,000	2,000
534620	R & M-Vehicles	125	385	488	700	500	700	700
534640	R & M-Operating Equipment	3,698	4,763	3,506	2,700	2,500	2,500	2,500
534685	R & M - Grounds Maintenance	2,938	1,779	2,911	2,900	3,000	6,500	3,500
535200	Departmental Supplies	2,627	3,410	5,937	3,800	3,800	3,840	3,840
535210	Computer Supplies	61	20	0	200	250	450	450
535230	Small Tools and Equipment	329	870	647	800	900	1,200	1,200
535260	Gas and Oil	1,747	1,980	2,467	1,950	1,900	2,500	2,500
535270	Uniforms and Shoes	626	591	975	624	690	625	625
535275	Safety Equipment	52	33	145	300	250	300	300
535450	Training and Education	0	0	0	400	250	400	400
<b>TOTAL OPERATING EXPENDITURES</b>		<b>26,011</b>	<b>27,920</b>	<b>32,308</b>	<b>28,459</b>	<b>26,365</b>	<b>38,215</b>	<b>35,215</b>
<b>CAPITAL OUTLAY</b>								
606400	Vehicles and Equipment	0	8,491	0	0	0	20,000	20,000
<b>TOTAL CAPITAL OUTLAY</b>		<b>0</b>	<b>8,491</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>20,000</b>	<b>20,000</b>
<b>TOTAL CEMETERY DIVISION</b>		<b>166,376</b>	<b>186,139</b>	<b>178,033</b>	<b>179,676</b>	<b>178,582</b>	<b>234,639</b>	<b>228,114</b>



# CITY OF SEBASTIAN, FLORIDA 2020/2021 ANNUAL BUDGET

## PUBLIC WORKS

### ROADS & MAINTENANCE DIVISION

The Roads and Maintenance Division is responsible for the repair and maintenance of the public streets and right-of-ways, and public infrastructures such as docks, piers, boat ramps, and sidewalks. In addition the division provides heavy construction support to other departments as needed.

#### FISCAL YEAR 2020 ACCOMPLISHMENTS

- ✓ Increased the volume of asphalt used to repair pavement distress by 25% compared to FY 2018-2019.
- ✓ Repaired/Corrected 100% of trip hazards on City sidewalks brought to the attention of Public Works staff and ensured repair/correction by utility and other contractors of 100% of the sidewalk damage caused by their work in the ROW.
- ✓ Trained Division staff so that 100% of division staff have earned their CDL-B licenses with half of these earning the highest CDL level, A. All are cross-trained and proficient with multiple pieces of heavy construction equipment.
- ✓ Trained and certified 100% of all Division staff in the Maintenance of Traffic Operations (MOT - safe setup and operation of work zone within City ROWs) at the Intermediate and/or Advanced level.
- ✓ Successfully recruited and trained a second Traffic Technician (a Traffic Technician 1) that allowed the Division to make significant progress in bringing the City's Stop Signs and other Regulatory Signs into compliance with the Florida Manual of Uniform Traffic Control Devices (MUTCD). In doing so, upgraded 100% of the City's Zone 2 stop sign installations into full MUTCD compliance ahead of schedule (Zone 1 stop sign installation brought into compliance in FY 2019). Brought inspections, records and repairs of 100% of the City's 5 City-owned and maintained bridges

#### FISCAL YEAR 2021 GOALS AND OBJECTIVES

- Repair/Correct 100% of trip hazards on City sidewalks brought to the attention of Public Works staff and ensure repair/correction by utility and other contractors of 100% of the sidewalk damage caused by their work in the ROW.
- Initiate and complete upgrade of all remaining City stop sign installations into full compliance with the MUTCD – Zones 3, 4 and 5 of the City's 5 signage zones.
- Provide full support to complete the ambitious third year (FY 2020) of the City's Six-Year Roadway Maintenance Program (Paving, Overlay and Sealing).
- Continue to support special City projects that require heavy construction equipment and expertise.

#### PERFORMANCE MEASURES

Performance Indicators	Actual 2016/2017	Actual 2017/2018	Actual 2018/2019	Projected 2019/2020	Projected 2020/2021
Miles of Paved Roads Maintained	157	157	157	157	157
Number of Parking Lots Maintained	16	16	16	16	16
Miles of Sidewalks Maintained	26	26	26	26	26

# CITY OF SEBASTIAN, FLORIDA 2020/2021 ANNUAL BUDGET

## ROADS & MAINTENANCE DIVISION PROGRAM BUDGET DESCRIPTION

STAFFING		NATURE OF ACTIVITY
19/20	20/21	
60.00%	60.00%	<b><u>Streets and Alleyways</u></b> - Maintain 157 miles of paved streets. Maintain sixteen (16) municipally owned parking areas. Perform repairs to streets and roadways that are damaged due to deterioration. Mow and clear street right of ways.
20.00%	20.00%	<b><u>General Maintenance</u></b> - Buildings, docks, piers, sidewalks, etc.
5.00%	5.00%	<b><u>General Administration</u></b> - Preparation of budget, update service records. Maintain equipment records. Review contracts and construction drawings on City Contract work. Meet with public as necessary. Coordinate employee training and education.
15.00%	15.00%	<b><u>Assisting other City Departments</u></b> - Lift heavy material with cranes, repair roadways and sidewalks following storm damage, transport heavy equipment and supplies to work-sites and grade parks and ballfields.
100.00%	100.00%	

## ROADS & MAINTENANCE DIVISION BUDGET SUMMARY

The Fiscal Year 2020-2021 proposed budget for the Roads and Maintenance Division is \$ 1,027,190. This compares to the 2019-2020 projected expenditures of \$ 975,715, an increase of \$ 51,475 or 5.28%.

	FY 16/17	FY 17/18	FY 18/19	Amended FY 19/20	Projected FY 19/20	FY 20/21	
	Actual	Actual	Actual	Budget	Expenditures	Budget	Difference
Personal Services	\$ 379,293	\$ 462,678	\$ 505,970	\$ 600,329	\$ 583,990	\$ 609,639	\$ 25,649
Operating Expenses	72,500	338,222	325,439	352,118	352,535	369,151	16,616
Capital Outlay	3,639	7,544	55,743	39,550	39,190	48,400	9,210
Total	\$ 455,432	\$ 808,444	\$ 887,151	\$ 991,997	\$ 975,715	\$ 1,027,190	\$ 51,475

Fiscal Year 2020-21 Proposed Budget:

Major Current Level Changes from Fiscal Year 2019-20 Projected Expenditures

	Difference
1. <b>Personal Services</b> - Increase due to having positions full for the entire year and a position reclassification.	\$ 25,649
2. <b>Operating Expenses</b> - Increase due primarily to higher anticipated engineering costs.	\$ 16,616
3. <b>Capital Outlay</b> - Increase due primarily to additional sidewalk repairs and sign shop equipment requested.	\$ 9,210

# CITY OF SEBASTIAN, FLORIDA 2020/2021 ANNUAL BUDGET

## PERSONAL SERVICES SCHEDULE

### ROADS & MAINTENANCE DIVISION

<u>POSITION</u>	<u>PAY RANGE</u>	<u>Amended</u>				<u>Projected Expenditure</u>	<u>Budget</u>
		<u>18/19</u>	<u>19/20</u>	<u>19/20</u>	<u>20/21</u>	<u>19/20</u>	<u>20/21</u>
Public Facilities Director	72,868 / 131,163	1.00	0.00	0.00	0.00	\$ -	\$ -
Public Works Director	75,054 / 135,098	0.00	1.00	1.00	1.00	111,800	115,000
Roads Assistant Superintendent	45,295 / 81,530	1.00	1.00	1.00	1.00	43,280	48,500
Traffic Technician II	33,679 / 60,622	0.00	1.00	1.00	1.00	34,815	34,750
Traffic Technician I	29,052 / 52,293	1.00	1.00	1.00	1.00	29,850	30,000
Maintenance Worker III	29,052 / 52,293	1.00	1.00	1.00	1.00	34,510	34,250
Maintenance Worker II	27,384 / 49,291	1.00	1.00	1.00	1.00	31,530	31,250
Maintenance Worker I	25,812 / 46,462	4.00	3.00	3.00	3.00	80,845	83,000
Administrative Assistant	30,821 / 55,478	0.00	1.00	1.00	1.00	33,270	33,000
Clerical Assistant II (P/T)	26,587 / 47,856	0.50	0.00	0.00	0.00	-	-
		9.50	10.00	10.00	10.00		
<b>TOTAL SALARIES</b>						\$ 399,900	\$ 409,750
Overtime						3,500	5,000
FICA Taxes						29,075	31,811
Clothing Allowance						840	1,080
Deferred Compensation						35,000	37,749
Group Health Insurance Premium						92,250	95,132
Employee Assistance Program						160	158
Worker's Comp Insurance						23,265	28,959
<b>Total Personal Services</b>						<u>\$ 583,990</u>	<u>\$ 609,639</u>

## CAPITAL OUTLAY SCHEDULE

### ROADS AND MAINTENANCE DIVISION - TO BE FUNDED BY GENERAL FUND

<u>Description</u>	<u>EXPENDITURES PER FISCAL YEAR</u>					<u>TOTAL</u>
	<u>2020/21</u>	<u>2021/22</u>	<u>2022/23</u>	<u>2023/24</u>	<u>2024/25</u>	
1 ton 4 x 4 Reg Cab Pick-Up Truck	\$ 34,000	\$ -	\$ -	\$ -	\$ -	34,000
48" Sign Sheeting Roller	2,900	-	-	-	-	2,900
34" TuffTruck for Major Sidewalk Repairs	9,500	-	-	-	-	9,500
Sidewalk Form Set	2,000	-	-	-	-	2,000
	<u>\$ 48,400</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>48,400</u>

### ROADS AND MAINTENANCE DIVISION - TO BE FUNDED BY LOCAL OPTION GAS TAX

<u>Description</u>	<u>EXPENDITURES PER FISCAL YEAR</u>					<u>TOTAL</u>
	<u>2020/21</u>	<u>2021/22</u>	<u>2022/23</u>	<u>2023/24</u>	<u>2024/25</u>	
School Zone Lights (6)	\$ 46,510	\$ -	\$ -	\$ -	\$ -	46,510
Update City Street and Stop signs	81,000	-	-	-	-	81,000
Street Repaving	400,000	600,000	600,000	600,000	600,000	2,800,000
Sidewalk Replacement	100,000	100,000	100,000	100,000	100,000	500,000
Wheel Loader 926M	130,000	-	-	-	-	130,000
Tandem Axle Dump Truck	-	115,000	-	-	-	115,000
Brush Truck	-	50,000	-	-	-	50,000
Pavement Marking Truck	-	-	85,000	-	-	85,000
	<u>\$ 757,510</u>	<u>\$ 865,000</u>	<u>\$ 785,000</u>	<u>\$ 700,000</u>	<u>\$ 700,000</u>	<u>\$ 3,807,510</u>

### ROADS AND MAINTENANCE DIVISION - TO BE FUNDED BY DISCRETIONARY SALES TAX

<u>Description</u>	<u>EXPENDITURES PER FISCAL YEAR</u>					<u>TOTAL</u>
	<u>2020/21</u>	<u>2021/22</u>	<u>2022/23</u>	<u>2023/24</u>	<u>2024/25</u>	
Street Reconstruction	\$ 500,000	\$ -	\$ -	\$ -	\$ -	500,000
	<u>\$ 500,000</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>500,000</u>

# CITY OF SEBASTIAN, FLORIDA 2020/2021 ANNUAL BUDGET

## ROADS & MAINTENANCE DIVISION

Code: 010052

Account Number	Description	FY 16/17 Actual	FY 17/18 Actual	FY 18/19 Actual	Amended FY 19/20 Budget	FY 19/20 Projected	FY 20/21 Dept Request	Proposed FY 20/21 Budget
<b>PERSONAL SERVICES</b>								
511200	Regular Salaries	252,665	300,419	333,663	393,550	399,900	418,750	409,750
511300	Temporary Salaries	847	4,502	0	0	0	0	0
511400	Overtime	10,794	12,897	5,005	10,000	3,500	5,000	5,000
512100	FICA Taxes	20,388	23,377	24,412	30,731	29,075	32,499	31,811
512215	Clothing Allowance	790	900	720	960	840	1,080	1,080
512225	Deferred Compensation	23,363	27,205	29,694	36,478	35,000	38,559	37,749
512301	Group Health Insurance Premium	36,054	66,297	83,948	100,988	92,250	106,712	95,132
512305	Dependant Health Ins Premium	13,076	0	0	0	0	0	0
512309	Employee Assistance Program	148	0	129	158	160	174	158
512400	Worker's Comp Insurance	21,167	27,081	28,399	27,464	23,265	29,549	28,959
<b>TOTAL PERSONAL SERVICES</b>		<b>379,293</b>	<b>462,678</b>	<b>505,970</b>	<b>600,329</b>	<b>583,990</b>	<b>632,323</b>	<b>609,639</b>
<b>OPERATING EXPENDITURES</b>								
533150	Engineering Services	0	8,205	27,400	4,650	1,000	10,000	10,000
533400	Other Contractual Services	0	5,400	933	1,700	1,700	3,200	3,200
534000	Travel and Per Diem	0	0	1,332	1,750	1,750	3,000	3,000
534101	Telephone	0	1,793	1,345	2,148	665	672	672
534105	Cellular Telephone	1,210	1,883	1,509	2,040	2,075	2,520	2,520
534110	Internet Services	433	1,053	737	840	445	400	400
534120	Postage	49	234	74	100	0	0	0
534130	Express Mail Charges	0	0	23	0	100	200	200
534310	Electric	1,677	3,173	19,154	3,500	3,300	3,300	3,300
534315	Street Lighting	0	205,106	179,884	217,100	216,000	216,000	216,000
534320	Water/Sewer	266	291	292	325	400	420	420
534380	Trash Pickup/Hauling, Etc.	6,811	3,732	783	1,800	1,100	3,100	3,100
534420	Equipment Leases	731	2,690	2,848	3,500	2,000	2,792	2,156
534615	R & M - Docks & Piers	0	118	0	0	0	0	0
534620	R & M-Vehicles	12,199	20,382	10,811	12,000	18,700	20,000	20,000
534630	R & M-Office Equipment	2,166	2,317	2,000	2,125	1,800	1,980	1,188
534640	R & M-Operating Equipment	15,535	12,218	13,112	15,000	15,000	15,000	15,000
534682	R & M - Sidewalks	0	0	0	1,500	1,500	1,500	1,500
534920	Legal Ads	0	0	91	0	0	200	200
535200	Departmental Supplies	2,652	7,502	5,762	7,000	5,200	5,200	5,200
535210	Computer Supplies	20	781	635	2,000	2,000	2,000	2,000
535230	Small Tools and Equipment	984	5,421	6,051	2,500	3,200	3,500	3,500
535260	Gas and Oil	12,559	25,996	21,770	19,900	20,500	20,620	20,620
535270	Uniforms and Shoes	1,191	1,925	2,672	3,400	2,000	2,400	2,400
535275	Safety Equipment	1,268	581	433	500	500	900	900
535310	Road Materials & Supplies	10,766	23,986	19,109	20,000	20,000	20,000	20,000
535350	Cement	1,573	1,971	658	1,000	1,000	1,000	1,000
535385	Signs & Marking Supplies	0	0	0	21,880	25,000	25,000	25,000
535410	Dues and Memberships	310	449	492	360	600	850	775
535450	Training and Education	100	1,014	5,529	3,500	5,000	4,900	4,900
<b>TOTAL OPERATING EXPENDITURES</b>		<b>72,500</b>	<b>338,222</b>	<b>325,439</b>	<b>352,118</b>	<b>352,535</b>	<b>370,654</b>	<b>369,151</b>
<b>CAPITAL OUTLAY</b>								
606400	Vehicles and Equipment	3,639	7,544	55,743	39,550	39,190	44,400	48,400
<b>TOTAL CAPITAL OUTLAY</b>		<b>3,639</b>	<b>7,544</b>	<b>55,743</b>	<b>39,550</b>	<b>39,190</b>	<b>44,400</b>	<b>48,400</b>
<b>TOTAL ROADS &amp; MAINTENANCE</b>		<b>455,432</b>	<b>808,444</b>	<b>887,151</b>	<b>991,997</b>	<b>975,715</b>	<b>1,047,377</b>	<b>1,027,190</b>

# CITY OF SEBASTIAN, FLORIDA 2020/2021 ANNUAL BUDGET

## LEISURE SERVICES DEPARTMENT

The Leisure Services Department is responsible for all maintenance and upkeep of the City parks and landscaped areas of City properties. Responsibilities include trash removal, landscaping, turf grass maintenance, planting & removal of trees, shrubs, turf and annuals at seventeen (17) parks, grounds of four (4) City Buildings, two (2) boat ramps, Indian River Drive walkway and four (4) piers. Provides irrigation maintenance on all city properties, daily maintenance of five (5) baseball/softball fields, three (3) football/soccer fields, ten (10) tennis courts including four (4) clay courts, four (4) basketball courts, Dog Park, Splash Pad and medians on US 1 and Schumann Drive. It maintains all of the Sebastian Blvd. intersections within City limits. Also provides, aerobics, exercise, dance, Yoga, Tai Chi, gymnastics, baby bees and karate programs at the Community Center. Operates the Skate Park and Clay Tennis Courts at Friendship Park and coordinates the annual Easter Egg Hunt and Halloween Special Events. The Department also reserves the Yacht Club and Community Center facilities for events and meetings.

## FISCAL YEAR 2020 ACCOMPLISHMENTS

✓  
✓  
✓  
✓  
✓

## FISCAL YEAR 2021 GOALS AND OBJECTIVES

➤  
➤  
➤  
➤  
➤

## PERFORMANCE MEASURES

Performance Indicators	Actual 2016/2017	Actual 2017/2018	Actual 2018/2019	Projected 2019/2020	Projected 2020/2021
Neighborhood Parks	42.26 Acres	42.26 Acres	42.26 Acres	42.26 Acres	42.26 Acres
Community Parks	61.58 Acres	61.58 Acres	61.58 Acres	62.88 Acres	62.88 Acres
Barber Street Sports Complex	22.54 Acres	22.54 Acres	22.54 Acres	22.54 Acres	22.54 Acres
Special Facilities	7.17 Acres	7.17 Acres	7.17 Acres	7.17 Acres	7.17 Acres
Nature Preserve Areas	244.24 Acres	244.24 Acres	244.24 Acres	244.24 Acres	244.24 Acres
City Grounds	8 Acres	8 Acres	8 Acres	8 Acres	8 Acres
Medians and Walkways	5 Miles	5 Miles	5 Miles	5 Miles	5 Miles

# CITY OF SEBASTIAN, FLORIDA 2020/2021 ANNUAL BUDGET

## LEISURE SERVICES DEPARTMENT PROGRAM BUDGET DESCRIPTION

STAFFING		NATURE OF ACTIVITY
19/20	20/21	
47.00%	46.00%	<b>Parks</b> - Mow, weed, and edge 165 acres of park land and 18 park locations. Remove trash at all parks to maintain maximum cleanliness.
5.00%	4.00%	<b>Active Recreation</b> - Provide aerobics, exercise, dance, Yoga, Tai Chi, baby bees, and karate programs at the Community Center.
15.00%	15.00%	<b>Recreation</b> - Fulfill City-sponsored event requirements and provide the necessary manpower for these. Ensure Riverview Park and/or Riverfront are prepared in a timely manner, per event demands, and insure all efforts are made to maintain the health of Riverview Park.
7.00%	5.00%	<b>Playgrounds</b> - Repair and maintain equipment at all City owned playground areas.
16.00%	15.00%	<b>Ballfields</b> - Fertilization and pest control, drag, rake, mow, remove trash, and maintain facilities at 8 athletic fields to maintain a safe area of play within the 22 acre Sports Complex.
6.00%	10.00%	<b>Landscaping</b> - Trimming, removal and replacement of trees, plants, mulch, and sod on all City properties.
4.00%	5.00%	<b>Structural Repairs and Irrigation</b> - Maintain, repair and/or replace buildings, structures and irrigation systems.
100.00%	100.00%	

## LEISURE SERVICES DEPARTMENT BUDGET SUMMARY

The Fiscal Year 2020-2021 proposed budget for Leisure Services is \$ 1,110,085. This compares to the 2019-2020 projected expenditures of \$ 1,128,034, a decrease of \$ 17,949 or -1.59%.

	FY 16/17		FY 17/18		FY 18/19		Amended FY 19/20	Projected FY 19/20	FY 20/21	
	Actual		Actual		Actual		Budget	Expenditures	Budget	Difference
Personal Services	\$ 518,371	\$	505,975	\$	759,730	\$	819,797	\$ 763,896	\$ 786,673	\$ 22,777
Operating Expenses	394,206		369,197		244,648		229,455	218,970	260,412	41,442
Capital Outlay	10,880		4,368		140,640		145,168	145,168	63,000	(82,168)
Total	\$ 923,457	\$	879,540	\$	1,145,017	\$	1,194,420	\$ 1,128,034	\$ 1,110,085	\$ (17,949)

Fiscal Year 2020-2021 Proposed Budget:

Major Current Level Changes from Fiscal Year 2019-2020 Projected Expenditures	Difference
<b>1. Personal Services</b> - Increase due to having positions full all year.	\$ 22,777
<b>2. Operating Expenses</b> - Increase due primarily to new electric service at Pickleball facility and planned facility improvements.	\$ 41,442
<b>3. Capital Outlay</b> - Decrease due to less new equipment planned for purchase.	\$ (82,168)

# CITY OF SEBASTIAN, FLORIDA 2020/2021 ANNUAL BUDGET

## PERSONAL SERVICES SCHEDULE

### LEISURE SERVICES DEPARTMENT

<u>POSITION</u>	<u>PAY RANGE</u>	<u>FULL TIME EQUIVALENTS</u>				<u>Projected</u>	<u>Budget</u>
		<u>Amended</u>				<u>Expenditure</u>	
		<u>18/19</u>	<u>19/20</u>	<u>19/20</u>	<u>20/21</u>	<u>19/20</u>	<u>20/21</u>
Leisure Services Director	72,868 / 131,163	1.00	1.00	1.00	1.00	\$ 86,830	\$ 86,500
Recreation Supervisor	33,679 / 60,622	1.00	1.00	1.00	1.00	52,000	52,000
Maintenance Supervisor	35,730 / 64,314	1.00	1.00	1.00	1.00	47,775	47,750
Maintenance Worker II	27,384 / 49,291	4.00	4.00	4.00	4.00	139,500	121,000
Maintenance Worker I	25,812 / 46,462	5.00	5.00	5.00	5.00	151,725	162,750
Clerical Assistant I	25,080 / 45,109	0.00	0.50	1.00	1.00	18,390	25,250
Tennis Courts Attendants (P/T)	\$ 8.84/hr	2.00	2.00	2.00	2.00	32,170	36,750
Asst Recreation Supervisor	\$ 10.00/hr	0.50	0.50	0.50	0.00	300	-
Maintenance Worker I (P/T)	25,812 / 46,462	0.50	0.50	0.50	0.00	-	-
Recreation Attendant (P/T)	\$ 10.30/hr	0.50	0.00	0.00	0.00	-	-
Skate Park Attendants (P/T)	\$ 8.84/hr	1.50	0.00	0.00	0.00	-	-
Gymnastics Assistants		4.00	0.00	0.00	0.00	-	-
		21.00	15.50	16.00	15.00		
<b>TOTAL SALARIES</b>						\$ 528,690	\$ 532,000
Overtime						20,500	20,000
FICA Taxes						42,000	42,329
Clothing Allowance						1,280	1,320
Deferred Compensation						44,205	46,653
Group Health Insurance Premium						106,276	121,244
Employee Assistance Program						186	206
Worker's Comp Insurance						20,759	22,921
<b>Total Personal Services</b>						<b>\$ 763,896</b>	<b>\$ 786,673</b>

# CITY OF SEBASTIAN, FLORIDA 2020/2021 ANNUAL BUDGET

## CAPITAL OUTLAY SCHEDULE

### LEISURE SERVICES DEPARTMENT - TO BE FUNDED BY GENERAL FUND

<u>Description</u>	<u>EXPENDITURES PER FISCAL YEAR</u>					
	<u>2020/21</u>	<u>2021/22</u>	<u>2022/23</u>	<u>2023/24</u>	<u>2024/25</u>	<u>TOTAL</u>
Mower	\$ 13,000	\$ 13,000	\$ -	\$ 14,000	\$ -	\$ 40,000
Utility Vehicle	16,000	-	-	-	-	16,000
1/2 ton Extended Cab Pick-Up Truck	34,000	-	34,000	34,000	34,000	136,000
Yacht Club Building Improvements	-	10,000	-	-	-	10,000
Refurbish Friendship Park Tennis Office	-	1,800	-	-	-	1,800
Refurbish Park Restroom Floors	-	6,500	-	-	-	6,500
	<u>\$ 63,000</u>	<u>\$ 31,300</u>	<u>\$ 34,000</u>	<u>\$ 48,000</u>	<u>\$ 34,000</u>	<u>\$ 210,300</u>

### LEISURE SERVICES DEPARTMENT - TO BE FUNDED BY RECREATION IMPACT FEES

<u>Description</u>	<u>EXPENDITURES PER FISCAL YEAR</u>					
	<u>2020/21</u>	<u>2021/22</u>	<u>2022/23</u>	<u>2023/24</u>	<u>2024/25</u>	<u>TOTAL</u>
Park Identification Signage	\$ 30,000	\$ 30,000	\$ -	\$ -	\$ -	\$ 60,000
Playground Improvements	70,000	40,000	40,000	110,000	40,000	300,000
Park Improvements	20,000	20,000	20,000	20,000	20,000	100,000
	<u>\$ 120,000</u>	<u>\$ 90,000</u>	<u>\$ 60,000</u>	<u>\$ 130,000</u>	<u>\$ 60,000</u>	<u>\$ 460,000</u>

### LEISURE SERVICES DEPARTMENT - TO BE FUNDED BY DISCRETIONARY SALES TAX

<u>Description</u>	<u>2020/21</u>	<u>2021/22</u>	<u>2022/23</u>	<u>2023/24</u>	<u>2024/25</u>	<u>TOTAL</u>
Barber Street Lightning System	\$ 24,000	\$ -	\$ -	\$ -	\$ -	\$ 24,000
	<u>\$ 24,000</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 24,000</u>



# CITY OF SEBASTIAN, FLORIDA 2020/2021 ANNUAL BUDGET

## LEISURE SERVICES DEPARTMENT

Code: 010057

Account Number	Description	FY 16/17 Actual	FY 17/18 Actual	FY 18/19 Actual	Amended FY 19/20 Budget	FY 19/20 Projected	FY 20/21 Dept Request	Proposed FY 20/21 Budget
<b>PERSONAL SERVICES</b>								
511200	Regular Salaries	312,197	311,822	537,130	574,100	528,390	545,500	532,000
511300	Temporary Salaries	51,029	53,298	628	1,000	300	0	0
511400	Overtime	23,013	12,708	19,197	19,851	20,500	20,000	20,000
512100	FICA Taxes	30,016	27,950	41,104	44,777	42,000	43,362	42,329
512215	Clothing Allowance	1,160	1,060	1,450	1,320	1,280	1,320	1,320
512225	Deferred Compensation	30,421	27,162	41,111	46,406	44,205	47,778	46,653
512301	Group Health Insurance Premium	41,616	59,384	95,229	108,303	106,276	136,526	121,244
512305	Dependant Health Ins Premium	12,788	0	0	0	0	0	0
512309	Employee Assistance Program	216	0	177	190	186	227	206
512400	Worker's Comp Insurance	15,915	12,591	23,705	23,850	20,759	23,479	22,921
<b>TOTAL PERSONAL SERVICES</b>		<b>518,371</b>	<b>505,975</b>	<b>759,730</b>	<b>819,797</b>	<b>763,896</b>	<b>818,192</b>	<b>786,673</b>
<b>OPERATING EXPENDITURES</b>								
533400	Other Contractual Services	162,577	157,638	5,179	3,500	2,500	3,000	3,000
533415	Janitorial Services	2,717	0	0	0	0	0	0
533420	Pest Control	0	750	4,258	4,000	4,000	7,000	7,000
534000	Travel and Per Diem	806	295	1,844	2,500	1,600	2,500	2,500
534101	Telephone	4,807	5,359	4,466	2,500	1,450	1,500	1,500
534105	Cellular Telephone	625	594	1,075	1,500	1,385	1,440	1,440
534110	Internet Services	550	604	1,519	1,500	900	2,440	2,440
534120	Postage	11	2	224	50	50	50	50
534310	Electric	68,912	72,720	73,923	72,000	73,500	83,500	83,500
534320	Water/Sewer	15,009	12,899	13,984	13,250	14,500	15,225	15,225
534400	Rents and Leases	0	0	0	11,325	6,795	6,795	6,795
534420	Equipment Leases	1,291	1,192	3,063	3,000	2,500	3,200	2,750
534610	R & M - Buildings	0	0	0	0	0	7,000	7,000
534615	R & M - Docks & Piers	124	1,807	4,710	5,000	5,000	2,000	2,000
534620	R & M - Vehicles	5,433	3,634	4,372	3,000	5,000	4,500	4,500
534630	R & M - Office Equipment	1	5	6	400	320	360	312
534640	R & M - Operating Equipment	18,268	20,258	18,354	18,000	12,000	20,000	20,000
534680	R & M - Irrigation Systems	5,793	3,895	11,653	7,000	7,000	5,500	5,500
534685	R & M - Grounds Maintenance	11,229	14,476	12,654	17,000	17,000	20,000	20,000
534686	R & M - Parks Facilities	65,081	31,658	33,331	17,130	17,000	26,000	26,000
534830	Special Event Expense	2,964	3,206	4,619	3,660	3,000	4,000	4,000
535200	Departmental Supplies	3,477	11,402	6,514	6,000	5,000	5,000	5,000
535210	Computer Supplies	141	82	187	420	420	200	200
535221	Fertilizer/Chemical Supplies	5,630	3,488	7,494	9,000	9,000	9,000	9,000
535230	Small Tools and Equipment	3,413	2,695	6,026	3,500	3,500	3,500	3,500
535260	Gas and Oil	9,792	13,719	18,335	16,500	17,000	17,000	17,000
535270	Uniforms and Shoes	2,382	2,544	2,939	3,200	3,200	3,200	3,200
535275	Safety Equipment	544	868	569	750	750	1,500	1,500
535410	Dues and Memberships	1,156	2,520	1,203	1,500	1,500	1,900	1,900
535420	Books and Publications	0	0	0	100	100	100	100
535450	Training and Education	1,478	887	2,149	2,170	3,000	3,500	3,500
<b>TOTAL OPERATING EXPENDITURES</b>		<b>394,206</b>	<b>369,197</b>	<b>244,648</b>	<b>229,455</b>	<b>218,970</b>	<b>260,910</b>	<b>260,412</b>
<b>CAPITAL OUTLAY</b>								
606200	Buildings	0	0	24,696	0	0	0	0
606300	Improvements Other Than Bldgs	1,400	0	38,327	35,088	35,088	0	0
606400	Vehicles and Equipment	9,480	4,368	77,617	110,080	110,080	94,000	63,000
<b>TOTAL CAPITAL OUTLAY</b>		<b>10,880</b>	<b>4,368</b>	<b>140,640</b>	<b>145,168</b>	<b>145,168</b>	<b>94,000</b>	<b>63,000</b>
<b>TOTAL PARKS &amp; RECREATION DIVISION</b>		<b>923,457</b>	<b>879,540</b>	<b>1,145,017</b>	<b>1,194,420</b>	<b>1,128,034</b>	<b>1,173,102</b>	<b>1,110,085</b>

# **CITY OF SEBASTIAN, FLORIDA 2020/2021 ANNUAL BUDGET**

## **COMMUNITY DEVELOPMENT DEPARTMENT**

The Community Development Department provides constructive planning to facilitate quality development. The department provides professional guidance to the City Council, the City Manager, the Planning and Zoning Commission, the Natural Resource Board, as well as various boards and committees relating to planning and growth management. The Department also provides and is a resource to the public and all city departments for comprehensive planning, community development, redevelopment and code compliance activities. The Department has expanded to manage Planning and Zoning, Environmental Permitting, and Grants Coordination.

## **FISCAL YEAR 2020 ACCOMPLISHMENTS**

- ✓ Initiated Data & Analysis and GOP updates to eight elements of the Comprehensive Plan
- ✓ Completed infrastructure improvements to Fisherman's Landing Park with FIND funding
- ✓ Revised Stormwater Fee Credit Policy and refined program parameters
- ✓ Updated four Land Development Codes
- ✓ Made successful application for over \$ 700,000 in alternative funding
- ✓ Continued to administer CRA grant funds (FSL & S2S)
- ✓ Completed Riverview Park Tree Preservation Plan
- ✓ Completed Wayfinding Sign Program design
- ✓ Completed 5 Year CRS Audit
- ✓ Completed CDBG Annual Action Plan and COVID updated plan
- ✓ Completed updates to the NPDES/NOI recertification process
- ✓ Continued management of Planning & Zoning and Natural Resource Board
- ✓ Provided agenda transmittals and support for City Council
- ✓ Provided GIS mapping support for external departments
- ✓ Initiated Stonecrop FEMA Grant Phase I
- ✓ Completed Sustainable Sebastian Initiation Plan
- ✓ Completed Integrated Pest Management Plan
- ✓ Installation of Living Dock and educational materials at Fisherman's Landing
- ✓ Final Report submitted for Community Oyster Garden cost share grant with IRLC
- ✓ Developed maps, zones, and GIS sign inventory app for Sign Shop
- ✓ Completed review of five City of Sebastian projects through TAC
- ✓ Completed Florida Friendly Garden at City Hall

# CITY OF SEBASTIAN, FLORIDA 2020/2021 ANNUAL BUDGET

## FISCAL YEAR 2021 GOALS AND OBJECTIVES

- Complete update to Comprehensive Plan as the Comprehensive Development Plan
- Update permit applications and processes via new web based program
- Complete new web page design and initiate Economic Development web page
- Initiate CDBG funding program in accordance with approved Consolidated Plan
- Initiate design and construction of CRA Plan Improvements
- Implement Sign program for CRA
- Implement Tree Preservation Plan and Landscape Maintenance for Riverview Park
- Participate in implementation of the FDOT US 1 Corridor Improvement Plan
- Update Riverfront Overlay District land development code
- Continue to refine the stormwater fee credit program; vacation rental program; and septic to sewer program
- Formalize TAC review process
- Complete Green Infrastructure Map
- Implement Sustainable Sebastian Initiation Plan
- Finalize new site plan process and application
- Initiate Stonecrop FEMA Grant Phase II
- Make application for approximately \$ 500,000 in alternative funding
- Complete Scrub-Jay HCP amendment and easement

## PERFORMANCE MEASURES

Performance Indicators	Actual 2016/2017	Actual 2017/2018	Actual 2018/2019	Projected 2019/2020	Projected 2020/21
Total Major & Minor Site Plan Reviews	11	15	13	20	15
Total Major & Minor Site Plan Approvals	6	5	8	10	10
Preliminary/Final Plat Approvals	3	2	0	6	5
Total Temporary Permits Issued	34	35	32	45	35
Division of a Single Lot/Release of Unity of Titles	5	18	13	24	15
Unity of Titles	26	18	12	25	15
Land Use and Zoning Change Requests	0	2	1	2	2
Annexation Requests/Approvals	0	2	1	2	0
Flood Zone Determinations/MT-1 Applications	37	50	62	60	60
Commercial Site Plan Inspections	22	20	15	25	15
Land Development Code Amendments	1	6	3	10	5
Conditional Use/Special Use/Accessory Structure Approvals	7	12	7	16	10
Easements/Acquisitions	4	1	3	1	4
Variances/Appeals/Waivers	4	20	4	30	10
Comp Plan/Element Changes	0	4	0	6	6
Stormwater Credit Program	54	130	69	180	70
Building Permits Zoning Reviews - Residential	0	300	184	400	200
Building Permits Zoning Inspections - Environmental	0	4	709	700	600
Façade, Sign, and Landscape Grant	5	8	4	5	5
Septic to Sewer Grant	8	55	4	50	20
Application Requests Processed	160	0	10	10	10
Processing Time for Site Plans (Months)	3	8	7	4	4

# CITY OF SEBASTIAN, FLORIDA 2020/2021 ANNUAL BUDGET

## PROGRAM BUDGET DESCRIPTION FOR COMMUNITY DEVELOPMENT

STAFFING		NATURE OF ACTIVITY
19/20	20/21	
25.00%	25.00%	<b>Public Assistance</b> - Provide planning, zoning and other regulatory information to the public and other departments to assure that development is of the highest quality and that all development proposals are consistent with City regulations. Provide public information to websites and updates to online forms.
30.00%	30.00%	<b>Land Development Code</b> - Work with site development to provide technical review of proposed design in accordance with City regulations. Coordinate review comments and permitting requirements from outside agencies, public input, and direction from the Planning and Zoning Commission and City Council. Provide Environmental reviews for site development requests. Work with special committees and taskforce groups that may be required from time to time. Implement policy issues that Council has recommended or mandated.
15.00%	15.00%	<b>Comprehensive Planning</b> - Manage, interpret, evaluate, update, and implement the Comprehensive Plan and other land use, development and preservation plans for the City. Provide project management of CIP projects and long range planning projects including annexations and intergovernmental priorities. Provide direction and guidance for projects that have an economic development impact. Maintain position on various committees and Boards such as the MPO. Provide presentations to various interest groups regarding economic development and long range plans .
15.00%	15.00%	<b>Community Redevelopment</b> - Implementation of stated goals within the Community Redevelopment Master Plan and consistent with objectives outlined by the City Council. Update and implementation to the CRA master plan including economic development goals and opportunities.
15.00%	15.00%	<b>General Administrative</b> - Research various miscellaneous topics and gather information for other agencies and/or other departments, including staff support to the City Council, CRA Board, Planning and Zoning Commission and Natural Resource Board.
100.00%	100.00%	

## COMMUNITY DEVELOPMENT BUDGET SUMMARY

The Fiscal Year 2020-2021 proposed budget for Community Development is \$ 507,450. This compares to the 2019-2020 projected expenditures of \$ 554,681, a decrease of \$ 47,231, or -8.52%.

	FY 16/17	FY 17/18	FY 18/19	Amended FY 19/20	Projected FY 19/20	FY 20/21	
	Actual	Actual	Actual	Budget	Expenditures	Budget	Difference
Personal Services	\$ 180,910	\$ 357,598	\$ 318,631	\$ 424,545	\$ 398,283	\$ 424,825	\$ 26,542
Operating Expenses	33,677	38,178	47,574	148,705	141,748	66,125	(75,623)
Capital Outlay	-	-	-	16,474	14,650	16,500	1,850
Total	\$ 214,587	\$ 395,776	\$ 366,205	\$ 589,724	\$ 554,681	\$ 507,450	\$ (47,231)

Fiscal Year 2020-21 Proposed Budget:

Major Current Level Changes from Fiscal Year 2019-20 Projected Expenditures:

	Difference
1. <b>Personal Services</b> - Increase due to having positions full all year and a position reclassification.	\$ 26,542
2. <b>Operating Expenses</b> - Decrease due to majority of Comp Plan updates being completed in prior year.	\$ (75,623)
3. <b>Capital Outlay</b> - Increase due to new equipment to be used in support of the Sustainable Sebastian program.	\$ 1,850

# CITY OF SEBASTIAN, FLORIDA 2020/2021 ANNUAL BUDGET

## PERSONAL SERVICES SCHEDULE

### COMMUNITY DEVELOPMENT

<u>POSITION</u>	<u>PAY RANGE</u>	<u>Amended</u>				<u>Projected Expenditure</u>	<u>Budget</u>
		<u>18/19</u>	<u>19/20</u>	<u>19/20</u>	<u>20/21</u>	<u>19/20</u>	<u>20/21</u>
Community Development Director/CRA Manager	72,868 / 131,163	1.00	1.00	1.00	1.00	\$ 94,111	\$ 93,750
Senior Planner	55,588 / 100,858	0.00	1.00	1.00	1.00	45,383	62,000
Community Development Manager	50,871 / 91,568	1.00	1.00	1.00	1.00	80,194	80,000
Junior Planner	43,975 / 79,156	1.00	1.00	1.00	1.00	45,975	45,750
Environmental Planner	43,975 / 79,156	1.00	1.00	1.00	1.00	41,854	45,500
		4.00	5.00	5.00	5.00		
<b>TOTAL SALARIES</b>						<b>\$ 307,517</b>	<b>\$ 327,000</b>
Overtime						2,000	2,000
FICA Taxes						23,515	25,178
Deferred Compensation						27,746	29,783
Clothing Allowance						120	120
Group Health Insurance Premium						36,724	40,074
Employee Assistance Program						75	79
Worker's Comp Insurance						586	591
<b>Total Personal Services</b>						<b>\$ 398,283</b>	<b>\$ 424,825</b>

## CAPITAL OUTLAY SCHEDULE

### COMMUNITY DEVELOPMENT DEPARTMENT - TO BE FUNDED BY GENERAL FUND

<u>Description</u>	<u>2020/21</u>	<u>2021/22</u>	<u>2022/23</u>	<u>2023/24</u>	<u>2024/25</u>	<u>TOTAL</u>
Sustainable Sebastian	\$ 16,500	\$ -	\$ -	\$ -	\$ -	\$ 16,500
	<u>\$ 16,500</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 16,500</u>

### COMMUNITY DEVELOPMENT DEPARTMENT - TO BE FUNDED BY DISCRETIONARY SALES TAX

<u>Description</u>	<u>2020/21</u>	<u>2021/22</u>	<u>2022/23</u>	<u>2023/24</u>	<u>2024/25</u>	<u>TOTAL</u>
Harrison St Park Plaza	\$ 270,000	\$ 250,000	\$ -	\$ -	\$ -	\$ 520,000
N. Central Ave Event Plaza	40,000	250,000	250,000	-	-	540,000
Tree Protection Plan	135,000	135,000	-	-	-	270,000
	<u>\$ 445,000</u>	<u>\$ 635,000</u>	<u>\$ 250,000</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 1,330,000</u>

### COMMUNITY DEVELOPMENT DEPARTMENT - TO BE FUNDED BY RIVERFRONT CRA

<u>Description</u>	<u>2020/21</u>	<u>2021/22</u>	<u>2022/23</u>	<u>2023/24</u>	<u>2024/25</u>	<u>TOTAL</u>
Working Waterfront Landscaping	\$ 45,000	\$ -	\$ -	\$ -	\$ -	\$ 45,000
Septic to Sewer Grant Program	-	100,000	-	100,000	-	100,000
	<u>\$ 45,000</u>	<u>\$ 100,000</u>	<u>\$ -</u>	<u>\$ 100,000</u>	<u>\$ -</u>	<u>\$ 145,000</u>

# CITY OF SEBASTIAN, FLORIDA 2020/2021 ANNUAL BUDGET

## COMMUNITY DEVELOPMENT DEPARTMENT

Code: 010080

Account Number	Description	FY 16/17 Actual	FY 17/18 Actual	FY 18/19 Actual	Amended FY 19/20 Budget	FY 19/20 Projected	FY 20/21 Dept Request	Proposed FY 20/21 Budget
<b>PERSONAL SERVICES</b>								
511200	Regular Salaries	128,186	276,229	243,232	319,900	307,517	334,250	327,000
511400	Overtime	6,620	2,057	1,124	2,000	2,000	2,000	2,000
512100	FICA Taxes	9,743	20,781	18,974	24,566	23,515	25,732	25,178
512215	Clothing Allowance	0	100	120	120	120	120	120
512225	Deferred Compensation	11,721	22,667	22,425	29,063	27,746	30,435	29,783
512301	Group Health Insurance Premium	13,581	35,331	32,143	48,081	36,724	44,988	40,074
512305	Dependant Health Ins Premium	10,693	0	0	0	0	0	0
512309	Employee Assistance Program	62	0	63	79	75	87	79
512400	Worker's Comp Insurance	303	433	550	736	586	603	591
<b>TOTAL PERSONAL SERVICES</b>		<b>180,910</b>	<b>357,598</b>	<b>318,631</b>	<b>424,545</b>	<b>398,283</b>	<b>438,215</b>	<b>424,825</b>
<b>OPERATING EXPENDITURES</b>								
533120	Consultants	8,713	12,176	30,304	122,500	122,500	55,000	40,000
533400	Other Contractual Services	1,648	1,760	2,234	2,000	2,000	3,000	3,000
534000	Travel and Per Diem	922	2,657	977	3,500	150	2,500	2,500
534105	Cellular Telephone	176	929	363	216	300	240	240
534110	Internet Services	0	1,014	433	433	433	433	433
534120	Postage	903	1,773	785	1,000	800	800	800
534130	Express Mail	0	18	40	50	50	50	50
534420	Equipment Leases	1,422	1,397	1,385	1,450	1,965	2,112	2,112
534620	R & M-Vehicles	1,873	849	54	500	250	250	250
534630	R & M-Office Equipment	2,218	2,928	2,091	2,500	2,520	2,940	2,940
534825	Advertising (Econ Dev)	8,998	0	0	0	0	0	0
534830	Special Events (NRB)	1,092	1,416	1,182	2,576	500	2,000	2,000
534910	Clerk of Court Filing Fees	0	10	53	30	30	30	30
534920	Legal Ads	1,838	3,816	3,169	2,500	2,500	2,500	2,500
535200	Departmental Supplies	1,469	2,593	1,446	2,000	2,000	2,000	2,000
535210	Computer Supplies	109	877	30	800	800	800	800
535260	Gas and Oil	227	516	471	600	500	500	500
535270	Uniforms & Shoes	0	87	0	0	0	150	150
535410	Dues and Memberships	734	1,246	1,231	1,800	1,800	1,870	1,870
535420	Books and Publications	132	0	40	300	150	150	150
535450	Training and Education	1,205	2,115	1,286	3,950	2,500	3,800	3,800
<b>TOTAL OPERATING EXPENDITURES</b>		<b>33,677</b>	<b>38,178</b>	<b>47,574</b>	<b>148,705</b>	<b>141,748</b>	<b>81,125</b>	<b>66,125</b>
<b>CAPITAL OUTLAY</b>								
606400	Vehicles and Equipment	0	0	0	16,474	14,650	16,500	16,500
<b>TOTAL CAPITAL OUTLAY</b>		<b>0</b>	<b>0</b>	<b>0</b>	<b>16,474</b>	<b>14,650</b>	<b>16,500</b>	<b>16,500</b>
<b>TOTAL COMMUNITY DEVELOPMENT</b>		<b>214,587</b>	<b>395,776</b>	<b>366,205</b>	<b>589,724</b>	<b>554,681</b>	<b>535,840</b>	<b>507,450</b>

# CITY OF SEBASTIAN, FLORIDA 2020/2021 ANNUAL BUDGET

## GENERAL FUND – NON-DEPARTMENTAL

This section of the budget includes costs not related to specific departmental service objectives or programs. The largest category of expenditures in this budget is for payments for general government utilities, general property and casualty liability insurance premiums and payment to the Riverfront Community Redevelopment Agency for tax increment contributions.

### NON-DEPARTMENTAL BUDGET SUMMARY

The Fiscal Year 2020-2021 proposed budget for Non-Departmental is \$ 927,624. This compares to the 2019-2020 projected expenditures of \$ 946,071, a decrease of \$ 18,447, or -1.9%.

	FY 16/17	FY 17/18	FY 18/19	Amended FY 19/20	Projected FY 19/20	FY 20/21	Difference
	Actual	Actual	Actual	Budget	Expenditures	Budget	
Personal Services	\$ 409,276	\$ 291,741	\$ 278,439	\$ 287,800	\$ 268,500	\$ 269,600	\$ 1,100
Operating Expenses	611,345	634,268	712,594	701,557	672,880	658,024	(14,856)
Grants and Aids	-	-	-	-	-	-	-
Capital Outlay	1,765	2,918	-	-	-	-	-
Non-Operating	2,173,590	636,029	23,244	4,691	4,691	-	(4,691)
<b>Total</b>	<b>\$ 3,195,976</b>	<b>\$ 1,564,956</b>	<b>\$ 1,014,277</b>	<b>\$ 994,048</b>	<b>\$ 946,071</b>	<b>\$ 927,624</b>	<b>\$ (18,447)</b>

Fiscal Year 2020-2021 Proposed Budget:

Major Current Level Changes from Fiscal Year 2019-2020 Projected Expenditures:

	Difference
<b>1. Personal Services</b> - Increase due to additional retirees becoming eligible for insurance benefits.	\$ 1,100
<b>2. Operating Expenses</b> - Decrease due primarily to outside consultant no longer being utilized.	\$ (14,856)
<b>3. Non-Operating Expenses</b> - Decrease due to no transfers out to another fund.	\$ (4,691)

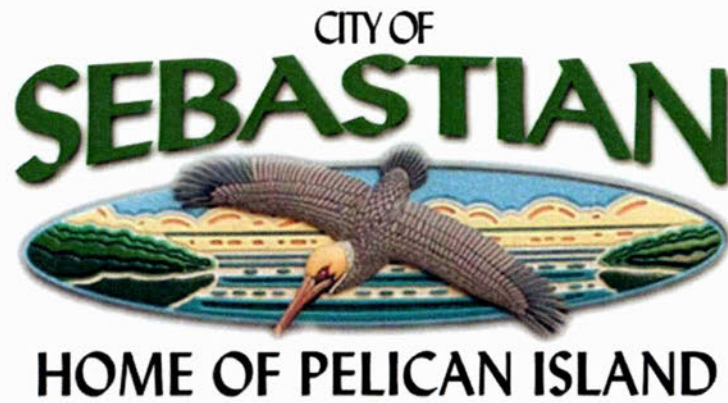
# CITY OF SEBASTIAN, FLORIDA 2020/2021 ANNUAL BUDGET

## GENERAL FUND NON-DEPARTMENTAL

Code: 010099

Account		FY 16/17	FY 17/18	FY 18/19	Amended FY 19/20	FY 19/20	FY 20/21	Proposed
<u>Number</u>	<u>Description</u>	<u>Actual</u>	<u>Actual</u>	<u>Actual</u>	<u>Budget</u>	<u>Projected</u>	<u>Dept Request</u>	<u>FY 20/21 Budget</u>
<b>PERSONAL SERVICES</b>								
512301	Group Health Insurance	95,512	90,110	41,304	20,800	14,500	16,500	14,800
512307	Health Reimbursement Account	189,297	201,631	234,740	265,000	254,000	254,000	254,000
512500	Unemployment	(43)	0	2,395	800	0	800	800
512700	Additional Compensation	124,511	0	0	1,200	0	0	0
<b>TOTAL PERSONAL SERVICES</b>		<b>409,276</b>	<b>291,741</b>	<b>278,439</b>	<b>287,800</b>	<b>268,500</b>	<b>271,300</b>	<b>269,600</b>
<b>OPERATING EXPENDITURES</b>								
533100	Professional Services	0	0	7,500	43,000	29,700	0	0
533110	Prof Services - Labor Attorney	0	0	19,296	0	0	0	0
533120	Consultants	2,867	1,662	5,000	0	0	0	0
533400	Other Contractual Services	1,164	3,826	48	11,280	15,500	5,000	5,000
533425	Contract Mowing Services	29,865	25,170	5,580	15,000	10,000	10,000	10,000
533426	Code Enforcement Charges	0	275	0	0	0	0	0
534101	Telephone	19,735	21,781	19,260	23,780	16,100	16,140	16,140
534110	Internet Services	17,721	17,685	3,795	1,782	2,420	2,420	2,420
534120	Postage	5,220	3,029	672	3,275	800	800	800
534310	Electric	38,994	41,134	39,383	43,000	39,000	39,000	39,000
534320	Water/Sewer	4,678	4,552	4,182	4,750	4,300	4,300	4,300
534500	Insurance	225,840	220,350	270,104	269,220	281,500	282,000	282,000
534501	Claims	2,911	7,984	48,738	28,964	26,600	30,000	30,000
534630	R&M Office Equipment	9,600	9,600	600	2,400	2,400	2,400	2,400
534700	Printing and Binding	6,849	3,326	0	4,500	0	0	0
534805	4th of July	20,000	32,392	32,004	32,700	32,700	32,750	32,750
534815	Paver Bricks	926	770	441	700	700	800	800
534825	Advertising Expenditures	2,134	2,902	2,487	3,300	2,950	2,990	2,990
534830	Special Events Expense	824	5,000	0	0	0	0	0
534835	Special Employee Events	4,291	4,615	4,938	5,000	5,000	5,000	5,000
534920	Legal Ads	0	0	0	0	0	0	0
534942	PD Safety Class Expenses	0	0	1,360	0	0	0	0
534943	PD COPE Unit Expenses	0	16,749	18,048	0	0	0	0
534944	Supplies-PS Empl Exp Fund	4,789	3,372	7,227	0	0	0	0
534945	Supplies-General Empl Exp Fund	331	0	0	0	0	0	0
534980	Payment-Riverfront CRA Fund	181,631	181,652	183,130	182,738	182,732	191,870	194,804
535200	Departmental Supplies	1,350	1,187	1,396	1,800	1,800	2,510	2,510
535410	Dues and Memberships	2,851	3,052	3,250	3,250	3,460	3,460	3,460
535450	Training and Education	0	0	2,000	3,500	0	6,000	6,000
535454	PBA Tuition Reimb Plan	7,098	2,858	1,184	5,000	4,600	5,000	5,000
535455	PEA Tuition Reimb Plan	1,353	741	0	3,000	1,000	3,000	3,000
535705	Property Taxes	0	0	(36)	0	0	0	0
535710	Non-Ad Valorem Tax	18,322	18,604	31,007	9,618	9,618	9,650	9,650
<b>TOTAL OPERATING EXPENSES</b>		<b>611,345</b>	<b>634,268</b>	<b>712,594</b>	<b>701,557</b>	<b>672,880</b>	<b>655,090</b>	<b>658,024</b>
<b>CAPITAL OUTLAY</b>								
606400	Vehicles and Equipment	1,765	2,918	0	0	0	0	0
<b>TOTAL CAPITAL OUTLAY</b>		<b>1,765</b>	<b>2,918</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>NON-OPERATING</b>								
909120	Interfund Trfr to 120 LOGT	200,000	0	0	0	0	0	0
909131	Interfund Trfr to Fund 310	1,603,353	571,892	0	0	0	0	0
909132	Interfund Trfr to Fund 320	5,449	52,817	2,787	0	0	0	0
909133	Trfr to Transp Impr Fund 330	132,925	0	0	0	0	0	0
909140	Trfr to Fund 140	0	0	20,457	0	0	0	0
909145	Trfr to Fund 450 AP	28,040	0	0	4,691	4,691	0	0
909163	Interfund Trfr to Fund 163	100,000	0	0	0	0	0	0
909410	Interfund Trfr to Fund 410	78,823	11,320	0	0	0	0	0
909480	Trfr to Fund 480 Building	25,000	0	0	0	0	0	0
909541	Interfund Trfr to 415	0	0	0	0	0	0	0
909545	Interfund Trfr to 455	0	0	0	0	0	0	0
909901	Contingency	0	0	0	0	0	0	0
<b>TOTAL NON-OPERATING</b>		<b>2,173,590</b>	<b>636,029</b>	<b>23,244</b>	<b>4,691</b>	<b>4,691</b>	<b>0</b>	<b>0</b>
<b>TOTAL NON-DEPARTMENTAL</b>		<b>3,195,976</b>	<b>1,564,956</b>	<b>1,014,277</b>	<b>994,048</b>	<b>946,071</b>	<b>926,390</b>	<b>927,624</b>

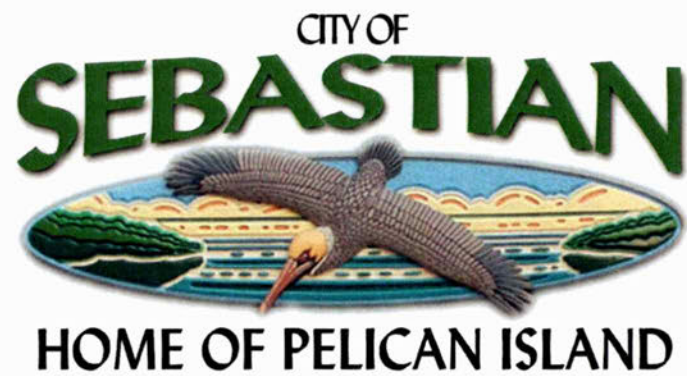




CITY OF SEBASTIAN, FLORIDA  
ANNUAL BUDGET  
FISCAL YEAR 2020-2021

***SPECIAL REVENUE FUNDS***

**Draft as of June 24, 2020**



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# CITY OF SEBASTIAN, FLORIDA 2020/2021 ANNUAL BUDGET

## **LOCAL OPTION GAS TAX**

The local option gas tax is a six-cent per gallon tax levied by Indian River County. The tax funds are distributed to participating cities within the County on a percentage basis determined by the City's population and amount of annual transportation-type expenditures. The funds can be used for payment of debt service on loans and bonds issued to finance acquisition and construction of roads, as well as road maintenance and signage. The paving loan does not mature until FY22-23.

Low fuel costs have continued and contributed to a fairly steady level of collections, although more fuel-efficient vehicles are expected to eventually have a negative effect. The 2020-2021 allocation for the City of Sebastian is estimated at \$739,464. The estimate is based on trend analysis.

## **LOCAL OPTION GAS TAX FUND REVENUE**

**Code: 120010**

<b>Account Number</b>	<b>Description</b>	<b>FY 16/17 Actual</b>	<b>FY 17/18 Actual</b>	<b>FY 18/19 Actual</b>	<b>Amended FY 19/20 Budget</b>	<b>FY 19/20 Projected</b>	<b>FY 20/21 Budget</b>
<b>TAXES</b>							
312400	Local Option Gas Tax	674,778	715,311	715,311	736,320	710,000	710,000
<b>TOTAL TAXES</b>		<b>674,778</b>	<b>715,311</b>	<b>715,311</b>	<b>736,320</b>	<b>710,000</b>	<b>710,000</b>
<b>MISCELLANEOUS REVENUE</b>							
334492	FDOT Lighting Agreement	12,532	12,908	12,908	13,694	13,694	14,105
361100	Interest Income	948	6,685	6,685	5,347	10,770	13,808
<b>TOTAL MISCELLANEOUS REVENUE</b>		<b>13,480</b>	<b>19,593</b>	<b>19,593</b>	<b>19,041</b>	<b>24,464</b>	<b>27,913</b>
<b>NON-REVENUE SOURCES</b>							
381001	Interfund Transfer from Fund 001	200,000	0	0	0	0	0
389991	Appropriation From Fund Balance	152,896	0	12,550	0	0	268,337
<b>TOTAL NON-REVENUE SOURCES</b>		<b>352,896</b>	<b>0</b>	<b>12,550</b>	<b>0</b>	<b>0</b>	<b>268,337</b>
<b>TOTAL LOCAL OPTION GAS TAX</b>		<b>1,041,154</b>	<b>734,904</b>	<b>747,454</b>	<b>755,361</b>	<b>734,464</b>	<b>1,006,250</b>

# CITY OF SEBASTIAN, FLORIDA 2020/2021 ANNUAL BUDGET

## LOCAL OPTION GAS TAX FUND EXPENDITURES

Code: 120051

Account Number	Description	FY 16/17 Actual	FY 17/18 Actual	FY 18/19 Actual	Amended FY 19/20 Budget	FY 19/20 Projected	FY 20/21 Budget
533300	All Aboard Florida	71,894	0	0	0	0	0
533400	Other Contractual Services	0	0	11,500	0	0	0
533452	Road Maintenance Service	1,081	651	1,350	0	0	0
534315	Public Lighting	0	0	0	0	0	0
534695	Railroad Crossing Maintenance	5,103	5,400	48,344	5,400	5,400	5,400
535310	Road Materials and Supplies	23,386	19,705	19,011	0	0	0
535380	Signalization Supplies	21,621	0	0	0	0	0
<b>TOTAL OPERATING EXPENDITURES</b>		<b>123,085</b>	<b>25,756</b>	<b>80,205</b>	<b>5,400</b>	<b>5,400</b>	<b>5,400</b>
<b>CAPITAL OUTLAY</b>							
606400	Vehicles and Equipment	12,011	27,570	0	106,000	106,000	257,510
<b>TOTAL CAPITAL OUTLAY</b>		<b>12,011</b>	<b>27,570</b>	<b>0</b>	<b>106,000</b>	<b>106,000</b>	<b>257,510</b>
<b>DEBT SERVICE</b>							
707105	Principal - Paving Loan	215,000	219,000	224,000	229,000	229,000	233,000
707205	Interest - Paving Loan	27,635	23,445	19,187	14,802	14,802	10,340
<b>TOTAL DEBT SERVICE</b>		<b>242,635</b>	<b>242,445</b>	<b>243,187</b>	<b>243,802</b>	<b>243,802</b>	<b>243,340</b>
<b>NON-OPERATING</b>							
909133	Trfr to Transp Impr Fund 330	663,423	96,793	424,062	211,160	155,431	500,000
909990	Unappropriated	0	342,340	0	188,999	223,831	0
<b>TOTAL NON-OPERATING</b>		<b>663,423</b>	<b>439,133</b>	<b>424,062</b>	<b>400,159</b>	<b>379,262</b>	<b>500,000</b>
<b>TOTAL LOCAL OPTION GAS TAX</b>		<b>1,041,154</b>	<b>734,904</b>	<b>747,454</b>	<b>755,361</b>	<b>734,464</b>	<b>1,006,250</b>

# CITY OF SEBASTIAN, FLORIDA 2020/2021 ANNUAL BUDGET

## **DISCRETIONARY SALES TAX**

The discretionary sales tax is a seventh-cent or an additional one-cent sales tax levied by Indian River County. The tax funds are distributed to participating cities within the County on a percentage basis determined by the City's population. The funds can be used to finance, plan, and construct infrastructure, land acquisition for recreation or preservation, land improvement, and emergency vehicle purchases.

The FY 2020-2021 allocation for the City of Sebastian is estimated at \$3,581,025. The estimate is based on the trend analysis. This revenue source was extended by referendum vote in FY 2016-2017 until December 31, 2023.

## **DISCRETIONARY SALES TAX FUND REVENUE**

**Code: 130010**

<b>Account Number</b>	<b>Description</b>	<b>FY 16/17 Actual</b>	<b>FY 17/18 Actual</b>	<b>FY 18/19 Actual</b>	<b>Amended FY 19/20 Budget</b>	<b>FY 19/20 Projected</b>	<b>FY 20/21 Budget</b>
312600	Discretionary Sales Tax	3,207,905	3,417,586	3,524,825	3,659,032	3,426,818	3,581,025
<b>TOTAL TAXES</b>		<b>3,207,905</b>	<b>3,417,586</b>	<b>3,524,825</b>	<b>3,659,032</b>	<b>3,426,818</b>	<b>3,581,025</b>
<b>MISCELLANEOUS REVENUE</b>							
361100	Interest Income	29,500	41,451	100,356	58,272	64,399	80,178
361105	SBA Interest Earnings	10,463	15,396	15,394	15,000	9,100	9,000
<b>TOTAL MISCELLANEOUS REVENUE</b>		<b>39,963</b>	<b>56,847</b>	<b>115,750</b>	<b>73,272</b>	<b>73,499</b>	<b>89,178</b>
<b>NON-REVENUE SOURCES</b>							
389991	Appropriation From PY Fund Balan	65,228	0	0	3,877,491	4,065,034	0
<b>TOTAL NON-REVENUE SOURCES</b>		<b>65,228</b>	<b>0</b>	<b>0</b>	<b>3,877,491</b>	<b>4,065,034</b>	<b>0</b>
<b>TOTAL DISCRETIONARY SALES TAX</b>		<b>3,313,096</b>	<b>3,474,433</b>	<b>3,640,575</b>	<b>7,609,795</b>	<b>7,565,351</b>	<b>3,670,203</b>

# CITY OF SEBASTIAN, FLORIDA 2020/2021 ANNUAL BUDGET

## DISCRETIONARY SALES TAX FUND EXPENDITURES

Code: 130051

<u>Account Number</u>	<u>Description</u>	<u>FY 16/17 Actual</u>	<u>FY 17/18 Actual</u>	<u>FY 18/19 Actual</u>	<u>Amended FY 19/20 Budget</u>	<u>FY 19/20 Projected</u>	<u>FY 20/21 Budget</u>
<b>NON-OPERATING</b>							
909123	Interfund Trfr to 230-Series 2003 D	354,854	0	0	0	0	0
909131	Trfr to Capital Projects Fund 310	643,474	1,364,845	625,248	860,555	6,010,146	675,695
909132	Trfr to CIP Fund 320	480,928	16,062	227,077	40,000	65,700	469,000
909133	Trfr to Transp Impr Fund 330	941,624	389,721	51,462	5,422,223	377,279	565,000
909263	Trfr to Stormwater Debt Svs 263	402,963	403,792	402,914	401,355	401,355	400,961
909363	Trfr to Stormwater Impr Fund 363	22,309	30,154	12,425	500,000	283,645	600,000
909410	Trfr to Golf Course Fund 410	59,798	138,375	0	110,000	110,000	0
909455	Trfr to Fund 455 AP	407,146	220,762	291,420	275,662	317,226	224,963
909990.	Unappropriated	0	910,722	2,030,029	0	0	734,584
<b>TOTAL NON-OPERATING</b>		<b>3,313,096</b>	<b>3,474,433</b>	<b>3,640,575</b>	<b>7,609,795</b>	<b>7,565,351</b>	<b>3,670,203</b>
<b>TOTAL DISCRETIONARY SALES TAX</b>		<b>3,313,096</b>	<b>3,474,433</b>	<b>3,640,575</b>	<b>7,609,795</b>	<b>7,565,351</b>	<b>3,670,203</b>

# CITY OF SEBASTIAN, FLORIDA 2020/2021 ANNUAL BUDGET

## **COMMUNITY REDEVELOPMENT AGENCY**

City of Sebastian Community Redevelopment Agency was created by City Ordinance in 1995, pursuant to Section 163.387, Florida Statutes. The purpose of the Community Redevelopment Agency is the removal of blighted areas and the development of such areas, pursuant to the Community Redevelopment Act of 1969.

### **COMMUNITY REDEVELOPMENT AGENCY REVENUES**

**Code: 140010**

<b>Account</b>		<b>FY 16/17</b>	<b>FY 17/18</b>	<b>FY 18/19</b>	<b>Amended</b>	<b>FY 19/20</b>	<b>FY 20/21</b>
<b><u>Number</u></b>	<b><u>Description</u></b>	<b><u>Actual</u></b>	<b><u>Actual</u></b>	<b><u>Actual</u></b>	<b><u>Budget</u></b>	<b><u>Projected</u></b>	<b><u>Budget</u></b>
<b>TAXES</b>							
338200	Tax Increment Revenue - Sebastian	181,631	181,652	183,130	182,732	182,732	194,804
338200	Tax Increment Revenue - County	160,610	184,879	201,086	215,084	220,508	235,065
<b>TOTAL TAXES</b>		<b>342,241</b>	<b>366,532</b>	<b>384,216</b>	<b>397,816</b>	<b>403,240</b>	<b>429,869</b>
<b>MISCELLANEOUS REVENUE</b>							
361100	Interest Income	4,702	8,730	9,791	15,000	15,000	10,331
361105	SBA Interest Earnings	1,056	1,885	4,310	3,750	3,750	0
362100	Rents and Royalties	36,000	36,000	36,000	36,000	36,000	36,000
366000	Contributions & Donations	0	0	3,000	0	0	0
<b>TOTAL MISCELLANEOUS REVENUE</b>		<b>41,758</b>	<b>46,615</b>	<b>53,101</b>	<b>54,750</b>	<b>54,750</b>	<b>46,331</b>
<b>NON-REVENUE SOURCES</b>							
381001	Transfer from General Fund	0	0	20,457	0	0	0
389991	Fund Balance Carried Forward	0	116,935	49,709	198,458	114,203	0
<b>TOTAL NON-REVENUE SOURCES</b>		<b>0</b>	<b>116,935</b>	<b>70,166</b>	<b>198,458</b>	<b>114,203</b>	<b>0</b>
<b>TOTAL RIVERFRONT REDEVELOPMENT</b>		<b>383,999</b>	<b>530,082</b>	<b>507,484</b>	<b>651,024</b>	<b>572,193</b>	<b>476,200</b>

# CITY OF SEBASTIAN, FLORIDA 2020/2021 ANNUAL BUDGET

## COMMUNITY REDEVELOPMENT AGENCY EXPENDITURES

Code: 140051

Account		FY 16/17	FY 17/18	FY 18/19	Amended	FY 19/20	FY 20/21
<u>Number</u>	<u>Description</u>	<u>Actual</u>	<u>Actual</u>	<u>Actual</u>	<u>FY 19/20</u>	<u>Projected</u>	<u>Budget</u>
					<u>Budget</u>		
<b>OPERATING EXPENDITURES</b>							
533100	Professional Services	5,000	5,000	5,000	5,000	5,000	5,000
533120	Consultants	0	0	19,705	256	256	0
533201	Admin Svcs Provided by the GF	13,202	87,740	90,372	99,076	99,076	89,725
533400	Other Contractual Services	0	37,013	192,224	166,944	160,000	88,722
534000	Travel and Per Diem	0	0	0	500	0	500
534320	Water and Sewer	0	0	365	0	0	0
534400	Rents and Leases	4,022	4,728	5,480	4,728	4,200	4,300
534699	Other Capital Maintenance Expense	6,178	18,706	35,466	20,000	10,000	20,000
534830	Special Events Expense	39,308	44,525	43,460	45,000	40,000	48,500
534920	Legal Ads	1,857	5,828	569	1,000	200	1,000
535310	Road Materials & Supplies	0	206	0	0	0	0
535410	Dues & Memberships	175	175	670	670	670	670
545450	Training and Education	0	0	0	500	395	400
535710	Non-Ad Valorem Taxes	2,067	1,990	2,928	1,350	1,396	1,400
<b>TOTAL OPERATING EXPENDITURES</b>		<b>71,808</b>	<b>205,911</b>	<b>396,239</b>	<b>345,024</b>	<b>321,193</b>	<b>260,217</b>
<b>CAPITAL OUTLAY</b>							
606300	Improvements Other Than Buildings	0	0	0	133,000	133,000	0
606900	Infrastructure	0	0	0	3,000	3,000	0
<b>TOTAL CAPITAL OUTLAY</b>		<b>0</b>	<b>0</b>	<b>0</b>	<b>136,000</b>	<b>136,000</b>	<b>0</b>
<b>GRANTS AND AIDS</b>							
820100	Façade/Sign Improvement Program	0	34,676	0	70,000	15,000	40,000
820200	Sewer Connection Program	40,766	39,495	0	0	0	0
<b>TOTAL GRANTS AND AIDS</b>		<b>40,766</b>	<b>74,171</b>	<b>0</b>	<b>70,000</b>	<b>15,000</b>	<b>40,000</b>
<b>NON-OPERATING</b>							
909101	Interfund Trfr to General Fund 001	0	0	0	0	0	0
909131	Interfund Trfr to CIP Fund 310	0	250,000	0	0	0	0
909132	Interfund Trfr to CIP Fund 320	0	0	0	0	0	45,000
909133	Interfund Trfr to CIP Fund 330	188,730	0	0	0	0	0
909363	Interfund Trfr to CIP Fund 363	0	0	111,245	100,000	100,000	0
909990	Unappropriated	82,695	0	0	0	0	130,983
<b>TOTAL NON-OPERATING</b>		<b>271,425</b>	<b>250,000</b>	<b>111,245</b>	<b>100,000</b>	<b>100,000</b>	<b>175,983</b>
<b>TOTAL RIVERFRONT REDEVELOPMENT</b>		<b>383,999</b>	<b>530,082</b>	<b>507,484</b>	<b>651,024</b>	<b>572,193</b>	<b>476,200</b>



# CITY OF SEBASTIAN, FLORIDA 2020/2021 ANNUAL BUDGET

## **PARKING IN-LIEU-OF FUND**

### **PARKING IN-LIEU-OF FUND REVENUE**

**Code: 150010**

<b>Account</b>		<b>FY 16/17</b>	<b>FY 17/18</b>	<b>FY 18/19</b>	<b>Amended</b>	<b>FY 19/20</b>	<b>FY 20/21</b>
<b>Number</b>	<b>Description</b>	<b>Actual</b>	<b>Actual</b>	<b>Actual</b>	<b>FY 19/20</b>	<b>Projected</b>	<b>Budget</b>
					<b>Budget</b>		
<b>MISCELLANEOUS REVENUE</b>							
361100	Interest Income	0	0	0	0	0	0
361105	SBA Interest Earnings	468	929	1,393	1,342	1,344	1,376
363400	Parking In-Lieu-Of Fee	24,945	13,776	0	0	500	3,000
389991	Appropriation from PY Fund Balance	33,082	0	0	0	0	0
<b>TOTAL MISCELLANEOUS REVENUE</b>		<b>58,495</b>	<b>14,705</b>	<b>1,393</b>	<b>1,342</b>	<b>1,844</b>	<b>4,376</b>
<b>TOTAL PARKING IN-LIEU-OF FUND</b>		<b>58,495</b>	<b>14,705</b>	<b>1,393</b>	<b>1,342</b>	<b>1,844</b>	<b>4,376</b>

### **PARKING IN-LIEU-OF FUND EXPENDITURES**

**Code: 150051**

<b>Account</b>		<b>FY 16/17</b>	<b>FY 17/18</b>	<b>FY 18/19</b>	<b>Amended</b>	<b>FY 19/20</b>	<b>FY 20/21</b>
<b>Number</b>	<b>Description</b>	<b>Actual</b>	<b>Actual</b>	<b>Actual</b>	<b>FY 19/20</b>	<b>Projected</b>	<b>Budget</b>
					<b>Budget</b>		
<b>CAPITAL OUTLAY AND PROJECTS</b>							
606908	Parking	58,495	0	0	0	0	0
<b>TOTAL CAPITAL OUTLAY AND PROJECTS</b>		<b>58,495</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>NON-OPERATING</b>							
909990	Unappropriated	0	14,705	1,393	1,342	1,844	4,376
<b>TOTAL NON-OPERATING</b>		<b>0</b>	<b>14,705</b>	<b>1,393</b>	<b>1,342</b>	<b>1,844</b>	<b>4,376</b>
<b>TOTAL PARKING IN-LIEU-OF FUND</b>		<b>58,495</b>	<b>14,705</b>	<b>1,393</b>	<b>1,342</b>	<b>1,844</b>	<b>4,376</b>

# CITY OF SEBASTIAN, FLORIDA 2020/2021 ANNUAL BUDGET

## **RECREATION IMPACT FEE FUND**

The Recreation Impact Fee was established to enable the City to allow growth and development to proceed in the City in compliance with the adopted Comprehensive Plan, and to regulate growth and development so as to require growth and development to share in the burden of growth by paying its pro rata share for the reasonably anticipated expansion costs of the recreational system improvements. Additionally, the City through impact fees seeks to provide an equitable, fair share basis for new and expanded recreational facilities concurrent with the impact and needs generated by new development. (Ordinance O-01-15)

### **RECREATION IMPACT FEE FUND REVENUE**

**Code: 160010**

<b>Account</b>		<b>FY 16/17</b>	<b>FY 17/18</b>	<b>FY 18/19</b>	<b>Amended</b>	<b>FY 19/20</b>	<b>FY 20/21</b>
<b>Number</b>	<b>Description</b>	<b>Actual</b>	<b>Actual</b>	<b>Actual</b>	<b>FY 19/20</b>	<b>Projected</b>	<b>Budget</b>
					<b>Budget</b>		
<b>MISCELLANEOUS REVENUE</b>							
361100	Interest Income	8,887	9,053	9,989	3,500	4,524	3,500
361105	SBA Interest Earnings	0	3,499	4,262	1,634	2,500	1,500
363270	Recreation Impact Fee	102,700	141,050	129,550	141,050	150,000	150,000
<b>TOTAL MISCELLANEOUS REVENUE</b>		<b>111,587</b>	<b>153,602</b>	<b>143,801</b>	<b>146,184</b>	<b>157,024</b>	<b>155,000</b>
<b>NON-REVENUE SOURCES</b>							
389991	Appropriation From PY Fund Balance	0	302,182	155,888	484,770	473,929	5,000
<b>TOTAL NON-REVENUE SOURCES</b>		<b>0</b>	<b>302,182</b>	<b>155,888</b>	<b>484,770</b>	<b>473,929</b>	<b>5,000</b>
<b>TOTAL RECREATION IMPACT FEE</b>		<b>111,587</b>	<b>455,784</b>	<b>299,689</b>	<b>630,954</b>	<b>630,953</b>	<b>160,000</b>

### **RECREATION IMPACT FEE FUND EXPENDITURES**

**Code: 160051**

<b>Account</b>		<b>FY 16/17</b>	<b>FY 17/18</b>	<b>FY 18/19</b>	<b>Amended</b>	<b>FY 19/20</b>	<b>FY 20/21</b>
<b>Number</b>	<b>Description</b>	<b>Actual</b>	<b>Actual</b>	<b>Actual</b>	<b>FY 19/20</b>	<b>Projected</b>	<b>Budget</b>
					<b>Budget</b>		
<b>CAPITAL OUTLAY AND PROJECTS</b>							
606300	Improvements Other Than Bldgs	0	0	0	0	0	0
<b>TOTAL CAPITAL OUTLAY AND PROJECTS</b>		<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>OPERATING EXPENDITURES</b>							
533100	Professional Services	14,774	19,600	0	0	0	0
<b>TOTAL OPERATING EXPENDITURES</b>		<b>14,774</b>	<b>19,600</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>NON-OPERATING</b>							
909132	Transfer to CIP Fund 320	46,455	436,184	299,689	630,954	630,953	160,000
909990	Unappropriated	50,358	0	0	0	0	0
<b>TOTAL NON-OPERATING</b>		<b>96,813</b>	<b>436,184</b>	<b>299,689</b>	<b>630,954</b>	<b>630,953</b>	<b>160,000</b>
<b>TOTAL RECREATION IMPACT FEE</b>		<b>111,587</b>	<b>455,784</b>	<b>299,689</b>	<b>630,954</b>	<b>630,953</b>	<b>160,000</b>

# CITY OF SEBASTIAN, FLORIDA 2020/2021 ANNUAL BUDGET

## STORMWATER UTILITY FUND

The Stormwater Utility Fund was established by the City to provide a dedicated funding source for the purpose of managing the City's stormwater system, to prepare, construct and manage betterments and improvements, regulate the use of the stormwater system, and perform routine maintenance and minor improvements. The Stormwater Utility Fee is assessed on a single residential ERU in the amount of \$10.00 per month, or \$120.00 per year (Resolution R-18-19). The Stormwater Utility Staff are responsible for the control and maintenance of the City's stormwater drainage system, consisting of 280 miles of swales, 50 miles of channels, 8.15 miles of canals and 310 catch basins, baffle boxes, and culvert structures for the purposes of flooding prevention and water quality improvement. The Stormwater staff also enforces compliance with Federal NPDES regulations and the City's Stormwater Management Plan for the purpose of improving the quality of stormwater runoff prior to discharge into the St. Sebastian River and the Indian River Lagoon.

### SUMMARY OF REVENUES AND EXPENDITURES

<u>Description</u>	<u>Amended</u>					
	<u>FY 16/17</u> <u>Actual</u>	<u>FY 17/18</u> <u>Actual</u>	<u>FY 18/19</u> <u>Actual</u>	<u>FY 19/20</u> <u>Budget</u>	<u>FY 19/20</u> <u>Projected</u>	<u>FY 20/21</u> <u>Budget</u>
Total Revenues	\$ 1,102,138	\$ 1,014,980	\$ 2,076,432	\$ 2,013,883	\$ 2,113,001	\$ 2,083,512
Total Expenses	\$ 1,273,480	\$ 1,351,422	\$ 2,076,432	\$ 2,008,447	\$ 1,761,615	\$ 2,052,310
Change in Unrestricted Reserves	\$ (171,342)	\$ (336,442)	0	\$ 5,436	\$ 351,386	\$ 31,202

## FISCAL YEAR 2020 ACCOMPLISHMENTS

- ✓ Completed slip lining and outfall reconstruction of the Schumann Drive elliptical culvert, a major culvert collecting the stormwater runoff from tributary drainage conveyances from City streets and homes in Schumann Park area neighborhoods.
- ✓ Serviced and maintained 100% of City's baffle box treatment structures each quarter.
- ✓ Maintained City's numerous catch basins to protect water quality and ensure proper function during storm events.
- ✓ Replaced numerous road crossing culverts.
- ✓ Trained Division staff so that 100% of division staff have earned their CDL-B licenses with half of these earning the highest CDL level, A. All are cross-trained and proficient with multiple pieces of heavy stormwater maintenance equipment.
- ✓ Trained and certified 100% of all Division staff in the Maintenance of Traffic Operations (MOT - safe setup and operation of work zone within City ROWs) at the Intermediate and/or Advanced level.
- ✓ Successfully recruited and extensively trained four new Stormwater Maintenance Worker I's to replace stormwater staff that left for higher compensation in a neighboring city.
- ✓ Enrolled the City's Stormwater Utility Technician, a highly promising recent hire, in the City's reimbursement college degree program (via Indian River College).
- ✓ Removed by extremely difficult mechanical means a huge expansion of invasive Brazilian Pepper trees from the City's Stormwater Park; however applied zero herbicides to residual Brazilian Pepper stumps to prevent rapid regrowth.

# CITY OF SEBASTIAN, FLORIDA 2020/2021 ANNUAL BUDGET

## FISCAL YEAR 2021 GOALS AND OBJECTIVES

- Design and construct on-time and on-budget all Stormwater Utility Capital Projects funded for for FY 2021.
- Solicit and secure a specialized consultant through an RFQ process for completion of a much needed Stormwater Master Plan update and the subsequent procurement of \$50-100 M in state and federal grant and programmatic funds over a ten year period for stormwater CIPs, including rebuilding, reconstruction and restoration dredging of the City's 8.15 mile Elkcum Creek/Collier Creek canal.
- Resume necessary maintenance and repair of City's 8.15 mile Elkcum Creek/Collier Creek canal using an Integrated Pest Management Approach.
- Service and maintain 100% of City's baffle box treatment structures each quarter.
- Ensure the City's stormwater conveyance mowing contractor completes 100% of needed mowing and excess vegetation harvesting on-budget and on-schedule.
- Maintain the City's numerous catch basins to protect water quality and ensure proper function during storm events.
- Replaced numerous road crossing culverts

## PERFORMANCE MEASURES

Performance Indicators	Actual 2016/2017	Actual 2017/2018	Actual 2018/2019	Projected 2019/2020	Projected 2020/2021
Miles of swales	280.0	280.0	280.0	280.0	280.0
Linear feet of swales reconstructed	28,500	28,500	28,500	28,500	28,500
Miles of ditches maintained	80.0	80.0	80.0	80.0	80.0
Catch basin and culverts maintained	205	205	205	205	205
Linear feet Main Ditches reconstructed	1,000	1,000	1,000	1,000	2,000
Road Crossing Pipe Replacements	20	20	20	20	20

## STORMWATER UTILITY PROGRAM BUDGET DESCRIPTION

STAFFING		NATURE OF ACTIVITY
19/20	20/21	
50.00%	55.00%	<b><u>Drainage Maintenance</u></b> - Clean and spray stormwater swales, ditches and canals. Maintain 9 miles of large canals. Maintain ditches, swales and side yard ditches.
25.00%	20.00%	<b><u>Catch basins, Manholes and Culverts</u></b> - Hand clean and mow small drainage ditches. Maintain 310 catch basins and large/small culverts.
10.00%	10.00%	<b><u>General Administration</u></b> - Preparation of budget, update service records. Maintain equipment records. Review contracts and construction drawings on City contract work. Meet with public as necessary. Coordinate employee training and education.
5.00%	5.00%	<b><u>Building Dept Related Reviews</u></b> : Site Plan Review, Pool Drainage Plan Review, Fence Permits, Driveway Permits, and meeting with engineers, contractors, and public as necessary.
10.00%	10.00%	<b><u>Capital Projects</u></b> - Planning, Design, Specifications Consultant Coordination Bidding and Contracts, Construction Management inspections.
100.00%	100.00%	

# CITY OF SEBASTIAN, FLORIDA 2020/2021 ANNUAL BUDGET

## STORMWATER UTILITY DIVISION BUDGET SUMMARY

The Fiscal Year 2020-2021 proposed budget for the Stormwater Utility Division is \$ 2,083,512. This compares to the 2019-2020 projected expenditures of \$ 2,113,001, a decrease of \$ 29,489, or -1.4%.

	FY 16/17	FY 17/18	FY 18/19	Amended		FY 20/21	
	Actual	Actual	Actual	FY 19/20 Budget	FY 19/20 Projected	Budget	Difference
Personal Services	\$ 336,196	\$ 630,002	\$ 848,908	\$ 735,344	\$ 672,310	\$ 697,055	\$ 24,745
Operating Expenses	389,210	719,157	536,317	815,303	631,512	813,205	181,693
Capital Outlay	-	2,263	18,198	182,800	182,793	242,050	59,257
Non-Operating	548,074	-	673,009	280,436	626,386	331,202	(295,184)
<b>Total</b>	<b>\$ 1,273,480</b>	<b>\$ 1,351,422</b>	<b>\$ 2,076,432</b>	<b>\$ 2,013,883</b>	<b>\$ 2,113,001</b>	<b>\$ 2,083,512</b>	<b>\$ (29,489)</b>

Fiscal Year 2020-21 Proposed Budget:

Major Current Level Changes from Fiscal Year 2019-20 Projected Expenditures:

	Difference
1. <b>Personal Services</b> - Increase due to having positions full all year.	\$ 24,745
2. <b>Operating Expenses</b> - Increase due to additional swale maintenance and pipe replacements.	\$ 181,693
3. <b>Capital Outlay</b> - Increase due to replacement of a large piece of equipment.	\$ 59,257
4. <b>Non-Operating</b> - Decrease due to lower unappropriated funds.	\$ (295,184)

## STORMWATER UTILITY DIVISION REVENUE

Code: 163010

Account	FY 16/17	FY 17/18	FY 18/19	Amended	FY 19/20	FY 20/21	Proposed
<u>Number</u> <u>Description</u>	<u>Actual</u>	<u>Actual</u>	<u>Actual</u>	<u>Budget</u>	<u>Projected</u>	<u>Dept Request</u>	<u>FY 20/21 Budget</u>
<b>CHARGES FOR SERVICES</b>							0
363630 Stormwater Utility Fee	964,338	970,113	1,969,967	1,940,000	2,038,668	2,038,668	2,038,668
363631 Delinquent Stormwater Fees	28,501	28,979	68,701	0	0	0	0
<b>TOTAL CHARGES FOR SERVICES</b>	<b>992,839</b>	<b>999,092</b>	<b>2,038,668</b>	<b>1,940,000</b>	<b>2,038,668</b>	<b>2,038,668</b>	<b>2,038,668</b>
<b>MISCELLANEOUS REVENUE</b>							
361100 Interest Income	7,956	15,654	27,087	35,400	28,268	40,000	40,000
361105 SBA Interest	0	0	9,801	0	7,165	0	0
361150 Other Interest	1,343	234	875	683	650	4,844	4,844
364100 Sale of Fixed Assets	0	0	0	37,800	38,250	0	0
381001 Transfer from Fund 001	100,000	0	0	0	0	0	0
<b>TOTAL MISCELLANEOUS REVENUE</b>	<b>109,299</b>	<b>15,888</b>	<b>37,764</b>	<b>73,883</b>	<b>74,333</b>	<b>44,844</b>	<b>44,844</b>
<b>TOTAL STORMWATER REVENUES</b>	<b>1,102,138</b>	<b>1,014,980</b>	<b>2,076,432</b>	<b>2,013,883</b>	<b>2,113,001</b>	<b>2,083,512</b>	<b>2,083,512</b>
<b>USE OF UNRESTRICTED RESERVES</b>	<b>171,342</b>	<b>336,442</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>7,055</b>	<b>0</b>
<b>TOTAL STORMWATER UTILITY</b>	<b>1,273,480</b>	<b>1,351,422</b>	<b>2,076,432</b>	<b>2,013,883</b>	<b>2,113,001</b>	<b>2,090,567</b>	<b>2,083,512</b>

# CITY OF SEBASTIAN, FLORIDA 2020/2021 ANNUAL BUDGET

## PERSONAL SERVICES SCHEDULE

### STORMWATER UTILITY DIVISION

POSITION	PAY RANGE	FULL TIME EQUIVALENTS				Projected	
		18/19	19/20	Amended		Expenditures	Budget
				19/20	20/21		
Stormwater Utilities Director	72,868 / 131,163	1.00	0.00	0.00	0.00	\$ -	\$ -
Asst Stormwater Utilities Director	52,397 / 94,315	1.00	0.00	0.00	0.00	-	-
Stormwater Superintendent	50,871 / 91,568	1.00	1.00	1.00	1.00	76,260	76,000
Stormwater Utility Inspector	35,730 / 64,314	1.00	1.00	1.00	1.00	37,175	37,000
Maintenance Worker III	29,052 / 52,293	3.00	3.00	3.00	3.00	101,240	100,250
Maintenance Worker II	27,384 / 49,291	1.00	2.00	2.00	2.00	58,480	58,000
Maintenance Worker I	25,812 / 46,462	6.00	6.00	6.00	6.00	160,345	163,000
Clerical Assistant II (Temp)	\$ 13.95/hour	0.50	0.50	0.50	0.50	15,000	18,250
		14.50	13.50	13.50	13.50		
<b>TOTAL SALARIES</b>						\$ 448,500	\$ 452,500
Overtime						5,000	6,000
FICA Taxes						34,500	35,195
Clothing Allowance						1,540	1,560
Deferred Compensation						39,000	40,087
Group Health Insurance Premium						87,200	92,356
Health Reimbursement Account						19,000	26,000
Employee Assistance Program						205	206
Worker's Comp Insurance						37,365	43,151
Additional Compensation						-	-
<b>Total Personal Services</b>						<b>\$ 672,310</b>	<b>\$ 697,055</b>

## CAPITAL OUTLAY SCHEDULE

### STORMWATER UTILITY DIVISION - TO BE FUNDED FROM STORMWATER UTILITY FUND

Description	EXPENDITURES PER FISCAL YEAR						TOTAL
	2020/21	2021/22	2022/23	2023/24	2024/25		
(2) Zippy Head Mower Attachments	\$ 48,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 48,000
Small Equipment Trailer	25,000	-	-	-	-	-	25,000
Lowboy Tractor & Trailer	165,000	-	-	-	-	-	165,000
Stormwater Master Plan	200,000	-	-	-	-	-	200,000
Swale/Driveway/Culvert Repairs	100,000	100,000	100,000	100,000	100,000		500,000
Survey Lazer Level	1,900	1,900	-	-	-	-	3,800
Concrete Saw	1,200	1,200	-	-	-	-	2,400
Pin Locator	950	-	-	-	-	-	950
Concha Dam Repairs	-	800,000	-	-	-	-	800,000
Mini Excavator	-	-	55,000	-	-	-	55,000
Tulip Drive Crossing	-	-	250,000	-	-	-	250,000
Small Excavator	-	-	-	58,000	-	-	58,000
311 Excavator	-	-	-	225,000	-	-	225,000
Bayfront Road Crossing	-	-	-	250,000	-	-	250,000
Ocean Cove Drainage	-	-	-	-	350,000	-	350,000
	<b>\$ 542,050</b>	<b>\$ 903,100</b>	<b>\$ 405,000</b>	<b>\$ 633,000</b>	<b>\$ 450,000</b>	<b>\$ -</b>	<b>\$ 2,933,150</b>

### STORMWATER UTILITY DIVISION - TO BE FUNDED FROM DISCRETIONARY SALES TAX

Description	EXPENDITURES PER FISCAL YEAR						TOTAL
	2020/21	2021/22	2022/23	2023/24	2024/25		
Slip lining	\$ 100,000	\$ 100,000	\$ 100,000	\$ 100,000	\$ 100,000	\$ -	\$ 500,000
Canal Restoration	500,000	500,000	500,000	500,000	500,000	-	2,500,000
	<b>\$ 600,000</b>	<b>\$ 600,000</b>	<b>\$ 600,000</b>	<b>\$ 600,000</b>	<b>\$ 600,000</b>	<b>\$ -</b>	<b>\$ 3,000,000</b>

# CITY OF SEBASTIAN, FLORIDA 2020/2021 ANNUAL BUDGET

## STORMWATER UTILITY DIVISION EXPENDITURES

**Code: 163051** (Includes prior years General Fund Stormwater Account)

Account Number	Description	FY 16/17 Actual	FY 17/18 Actual	FY 18/19 Actual	Amended FY 19/20 Budget	FY 19/20 Projected	FY 20/21 Dept Request	Proposed FY 20/21 Budget
<b>PERSONAL SERVICES</b>								
511200	Regular Salaries	208,494	438,891	575,906	452,100	433,500	447,000	434,250
511300	Temporary Salaries	0	8,244	12,960	18,250	15,000	18,250	18,250
511400	Overtime	20,501	8,653	5,950	10,000	5,000	6,000	6,000
512100	FICA Taxes	18,247	34,237	45,056	36,553	34,500	36,170	35,195
512215	Clothing Allowance	880	1,100	1,300	1,320	1,540	1,560	1,560
512225	Deferred Compensation	21,198	38,596	52,117	41,685	39,000	41,234	40,087
512301	Group Health Insurance Premium	43,808	76,139	89,950	101,511	87,200	108,044	92,356
512305	Dependant Health Insurance Premium	1,846	0	0	0	0	0	0
512307	Health Reimbursement Account	0	0	8,284	26,000	19,000	26,000	26,000
512309	Employee Assistance Program	170	0	199	206	205	237	206
512400	Worker's Comp Insurance	21,052	24,142	57,184	46,919	37,365	44,416	43,151
512700	Additional Compensation	0	0	0	800	0	0	0
<b>TOTAL PERSONAL SERVICES</b>		<b>336,196</b>	<b>630,002</b>	<b>848,908</b>	<b>735,344</b>	<b>672,310</b>	<b>728,911</b>	<b>697,055</b>
<b>OPERATING EXPENSES</b>								
533100	Professional Services	129	120	237	0	0	0	0
533201	Admin Svcs Provided by GF	0	0	0	80,555	80,555	90,016	89,345
533400	Other Contractual Services	0	122,568	2,352	60,000	60,000	106,090	3,000
533411	Permit Fees	500	7,988	0	0	0	0	0
533420	Pest/Weed Control	21,385	24,382	26,023	30,000	9,481	60,000	60,000
533425	Contract Mowing Services	243,012	288,668	281,080	300,000	300,000	393,222	378,222
534000	Travel and Per Diem	297	0	0	1,000	1,600	2,000	2,000
534101	Telephone	1,585	1,793	1,314	2,148	600	600	600
534105	Cellular Telephone	392	1,473	1,920	1,800	1,400	1,500	1,500
534110	Internet Services	0	163	101	433	433	435	435
534120	Postage	6	12,256	46	100	10	100	100
534310	Electric	9,155	7,068	5,770	8,500	9,200	9,200	9,200
534320	Water/Sewer	557	1,115	867	1,000	1,000	1,050	1,050
534380	Trash Pickup/Hauling	3,100	6,172	797	5,000	1,859	2,002	2,002
534400	Rents and Leases	0	0	6,000	6,000	3,000	0	0
534420	Equipment Leases	755	964	3,120	6,000	2,000	6,000	60
534500	Insurance	0	0	21,022	22,100	19,066	19,066	19,066
534620	R & M - Vehicles	16,475	24,109	18,573	24,655	11,500	11,950	11,950
534630	R & M - Office Equipment	15	22	26	35	30	120	120
534640	R & M - Operating Equipment	21,736	126,502	67,299	160,000	37,900	39,750	130,000
534920	Legal Ads	0	0	945	945	1,420	945	945
535200	Departmental Supplies	1,551	3,761	5,440	3,832	3,350	3,500	3,500
535210	Computer Supplies	377	420	395	400	200	300	300
535230	Small Tools and Equipment	1,484	2,944	8,644	3,000	2,500	3,000	3,000
535260	Gas and Oil	37,081	42,590	49,120	40,000	38,000	39,000	39,000
535270	Uniforms and Shoes	2,032	2,868	3,068	3,500	2,300	3,420	3,420
535275	Safety Equipment	593	416	566	2,000	1,975	2,000	2,000
535310	Road Materials & Supplies	802	7,667	4,638	7,500	3,600	3,800	3,800
535320	Sod	6,643	8,990	9,850	10,000	9,750	10,000	10,000
535350	Cement	1,868	1,457	2,499	2,500	3,800	3,990	3,990
535355	Culvert Pipes	16,383	19,958	13,119	30,000	22,500	29,000	29,000
535410	Membership & Professional Dues	310	165	180	300	0	650	650
535450	Training and Education	987	2,561	1,309	2,000	2,483	4,950	4,950
<b>TOTAL OPERATING EXPENDITURES</b>		<b>389,210</b>	<b>719,157</b>	<b>536,317</b>	<b>815,303</b>	<b>631,512</b>	<b>847,656</b>	<b>813,205</b>
<b>CAPITAL OUTLAY</b>								
606400	Vehicles and Equipment	0	2,263	18,198	182,800	182,793	214,000	242,050
<b>TOTAL CAPITAL OUTLAY</b>		<b>0</b>	<b>2,263</b>	<b>18,198</b>	<b>182,800</b>	<b>182,793</b>	<b>214,000</b>	<b>242,050</b>
<b>NON-OPERATING</b>								
909131	Interfund Trfr to CIP Fund 310	239,535	0	0	0	0	0	0
909363	Interfund Trfr to CIP Fund 363	308,539	0	133,759	275,000	275,000	300,000	300,000
909990	Unappropriated	0	0	539,250	5,436	351,386	0	31,202
<b>TOTAL NON-OPERATING</b>		<b>548,074</b>	<b>0</b>	<b>673,009</b>	<b>280,436</b>	<b>626,386</b>	<b>300,000</b>	<b>331,202</b>
<b>TOTAL STORMWATER UTILITY</b>		<b>1,273,480</b>	<b>1,351,422</b>	<b>2,076,432</b>	<b>2,013,883</b>	<b>2,113,001</b>	<b>2,090,567</b>	<b>2,083,512</b>

# CITY OF SEBASTIAN, FLORIDA 2020-2021 ANNUAL BUDGET

## **LAW ENFORCEMENT FORFEITURE FUND**

The Law Enforcement Forfeiture Fund is established pursuant to Section 932.705 for reporting revenues associated with seized or forfeited property by the Police Department under the Florida Contraband Forfeiture Act as well as expenditures related to funding equipment purchases for law enforcement purposes, matching funds for Federal Grants, and to support Drug Treatment Programs, Drug Prevention Programs, School Resource Officer Program, Crime Prevention, or Safe Neighborhood Programs. Expenditures are not budgeted, until individually approved by the City

### **LAW ENFORCEMENT FORFEITURE FUND REVENUE**

**Code: 190010**

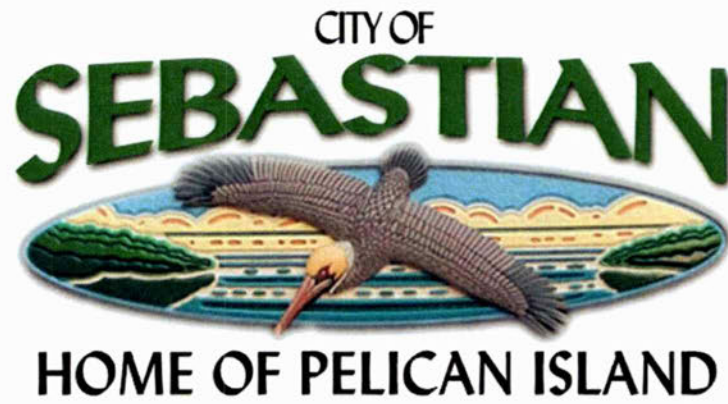
<b>Account</b>		<b>FY 16/17</b>	<b>FY 17/18</b>	<b>FY 18/19</b>	<b>Amended</b>	<b>FY 19/20</b>	<b>FY 20/21</b>
<b>Number</b>	<b>Description</b>	<b>Actual</b>	<b>Actual</b>	<b>Actual</b>	<b>FY 19/20</b>	<b>Projected</b>	<b>Budget</b>
					<b>Budget</b>		
<b>FINES AND FORFEITS</b>							
351200	Confiscated Property	26,431	550	150	1,000	133	1,000
<b>TOTAL FINES AND FORFEITS</b>		<b>26,431</b>	<b>550</b>	<b>150</b>	<b>1,000</b>	<b>133</b>	<b>1,000</b>
<b>MISCELLANEOUS REVENUE</b>							
	JAG Grant	0	0	11,780	0	0	0
361100	Interest Income	198	190	216	50	150	50
361105	SBA Interest Earnings	372	665	778	200	300	200
365000	Sale of Surplus	0	0	0	0	1,300	0
366000	Contributions and Donations	0	0	0	0	0	0
367000	Gain/Loss on Investments	0	0	0	0	0	0
369400	Reimbursements	1,530	0	1,500	0	0	0
389991	Appropriation from PY Fund Balance	0	0	18,847	0	4,179	0
<b>TOTAL MISCELLANEOUS REVENUE</b>		<b>2,100</b>	<b>855</b>	<b>21,341</b>	<b>250</b>	<b>5,929</b>	<b>250</b>
<b>TOTAL LAW ENFORCEMENT FORFEITURE FUND REVENUE</b>		<b>28,531</b>	<b>1,405</b>	<b>21,491</b>	<b>1,250</b>	<b>6,062</b>	<b>1,250</b>

### **LAW ENFORCEMENT FORFEITURE FUND EXPENDITURES**

**Code: 190051**

<b>Account</b>		<b>FY 16/17</b>	<b>FY 17/18</b>	<b>FY 18/19</b>	<b>Amended</b>	<b>FY 19/20</b>	<b>FY 20/21</b>
<b>Number</b>	<b>Description</b>	<b>Actual</b>	<b>Actual</b>	<b>Actual</b>	<b>FY 19/20</b>	<b>Projected</b>	<b>Budget</b>
					<b>Budget</b>		
<b>OPERATING EXPENDITURES</b>							
533100	Professional Services	1,101	0	2,566	0	5,062	0
534966	D.A.R.E. Expenditures	961	0	0	0	0	0
534967	G.R.E.A.T. Expenditures	414	0	0	0	0	0
535230	Small Tools and Equipment	0	0	0	0	0	0
535380	Departmental Supplies	0	0	0	0	0	0
<b>TOTAL OPERATING EXPENDITURES</b>		<b>2,476</b>	<b>0</b>	<b>2,566</b>	<b>0</b>	<b>5,062</b>	<b>0</b>
<b>CAPITAL OUTLAY</b>							
606400	Vehicles and Equipment	10,524	0	16,425	0	0	0
<b>TOTAL CAPITAL OUTLAY</b>		<b>10,524</b>	<b>0</b>	<b>16,425</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>NON-OPERATING</b>							
708199	Other Grants & Aids	3,000	0	2,500	0	1,000	0
909990	Unappropriated	12,532	1,405	0	1,250	0	1,250
<b>TOTAL NON-OPERATING</b>		<b>15,532</b>	<b>1,405</b>	<b>2,500</b>	<b>1,250</b>	<b>1,000</b>	<b>1,250</b>
<b>TOTAL LAW ENFORCEMENT FORFEITURE FUND EXPENDITURES</b>		<b>28,531</b>	<b>1,405</b>	<b>21,491</b>	<b>1,250</b>	<b>6,062</b>	<b>1,250</b>

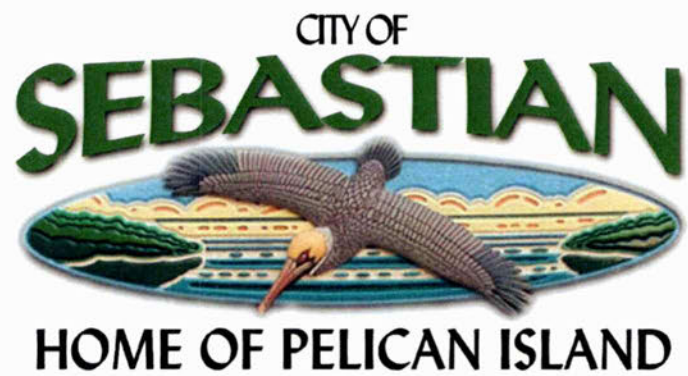




CITY OF SEBASTIAN FLORIDA  
ANNUAL BUDGET  
FISCAL YEAR 2020-2021

***DEBT SERVICE FUNDS***

**Draft as of June 24, 2020**



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# CITY OF SEBASTIAN, FLORIDA 2020/2021 ANNUAL BUDGET

## **DISCRETIONARY SALES SURTAX REVENUE DEBT SERVICE FUND**

This debt service fund was used to record debt service payments originally associated with the Discretionary Sales Surtax Revenue Bonds, Series 2003 and Series 2003A. The discretionary sales tax backed revenue bonds were for fifteen (15) years. The debt proceeds were used to construct the new city hall, the renovation of the old city hall, the expansion of the police department, and the friendship park. The Bonds were refinanced using Bank Notes on December 18, 2013. The outstanding debt was totally matured as of April 1, 2017.

## **DISCRETIONARY SALES SURTAX REVENUE DEBT SERVICE REVENUES**

**Code: 230010**

Account Number	Description	FY 16/17 Actual	FY 17/18 Actual	FY 18/19 Actual	Amended FY 19/20 Budget	FY 19/20 Projected	FY 20/21 Budget
<b>MISCELLANEOUS REVENUE</b>							
361100	Interest Income	337	0	0	0	0	0
<b>TOTAL MISCELLANEOUS REVENUE</b>		<b>337</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>NON-REVENUE SOURCES</b>							
381130	Interfund Trfr from 130 DST	352,927	0	0	0	0	0
389991	Appropriation from PY Fund Balance	1,254	0	0	0	0	0
<b>TOTAL NON-REVENUE SOURCES</b>		<b>354,181</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>TOTAL DEBT SERVICE FUND</b>		<b>354,518</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

## **DISCRETIONARY SALES SURTAX REVENUE DEBT SERVICE EXPENDITURES**

**Code: 230051**

Account Number	Description	FY 16/17 Actual	FY 17/18 Actual	FY 18/19 Actual	Amended FY 19/20 Budget	FY 19/20 Projected	FY 20/21 Budget
<b>DEBT SERVICE</b>							
707130	Principal	353,000	0	0	0	0	0
707230	Interest	1,518	0	0	0	0	0
<b>TOTAL DEBT SERVICE</b>		<b>354,518</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>TOTAL DEBT SERVICE FUND</b>		<b>354,518</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

# CITY OF SEBASTIAN, FLORIDA 2020/2021 ANNUAL BUDGET

## **STORMWATER UTILITY REVENUE DEBT SERVICE FUND**

This debt service fund was used to record debt service payments associated with the Stormwater Utility Revenue Bonds, Series 2003. The stormwater utility tax backed revenue bonds were for nineteen (19) years. The Bonds were refinanced using Bank Notes on December 18, 2013. The outstanding debt for this fund will be \$782,000 as of September 30, 2020. The debt proceeds were used to improve the stormwater system according to the adopted stormwater master plan. The improvement projects included Twin Ditch, Periwinkle Drive, Middle Stonecrop, and Collier Creek.

### **STORMWATER UTILITY REVENUE BONDS/NOTES DEBT SERVICE FUND REVENUE**

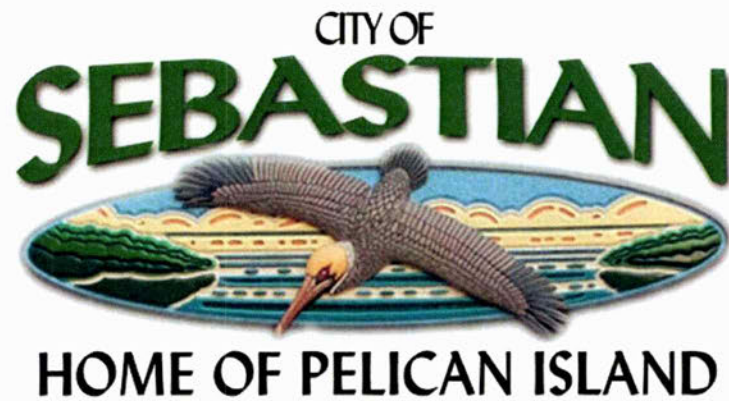
**Code: 263010**

<b>Account Number</b>	<b>Description</b>	<b>FY 16/17 Actual</b>	<b>FY 17/18 Actual</b>	<b>FY 18/19 Actual</b>	<b>Amended FY 19/20 Budget</b>	<b>FY 19/20 Projected</b>	<b>FY 20/21 Budget</b>
<b>MISCELLANEOUS REVENUE</b>							
361100	Interest Income	1,316	3,771	5,464	3,500	2,500	2,500
<b>TOTAL MISCELLANEOUS REVENUE</b>		<b>1,316</b>	<b>3,771</b>	<b>5,464</b>	<b>3,500</b>	<b>2,500</b>	<b>2,500</b>
<b>NON-REVENUE SOURCES</b>							
381130	Interfund Trfr from 130 DST	402,963	403,792	403,792	402,914	402,914	401,355
381163	Interfund Trfr from 163 SUF	0	0	0	0	0	0
389991	Appropriation from PY Fund Balance	0	0	0	0	0	0
<b>TOTAL NON-REVENUE SOURCES</b>		<b>402,963</b>	<b>403,792</b>	<b>403,792</b>	<b>402,914</b>	<b>402,914</b>	<b>401,355</b>
<b>TOTAL DEBT SERVICE FUND</b>		<b>404,279</b>	<b>407,563</b>	<b>409,256</b>	<b>406,414</b>	<b>405,414</b>	<b>403,855</b>

### **STORMWATER UTILITY REVENUE BONDS/NOTES DEBT SERVICE FUND - EXPENDITURES**

**Code: 263051**

<b>Account Number</b>	<b>Description</b>	<b>FY 16/17 Actual</b>	<b>FY 17/18 Actual</b>	<b>FY 18/19 Actual</b>	<b>Amended FY 19/20 Budget</b>	<b>FY 19/20 Projected</b>	<b>FY 20/21 Budget</b>
<b>DEBT SERVICE</b>							
707163	Principal - Stormwater Series 2003	363,000	371,000	377,000	382,000	382,000	387,000
707263	Interest - Stormwater Series 2003	39,358	33,078	26,659	20,138	20,138	13,529
707300	Other Debt Service Costs	0	0	0			0
909990	Unappropriated	1,921	3,485	5,597	4,276	3,276	3,326
<b>TOTAL DEBT SERVICE</b>		<b>404,279</b>	<b>407,563</b>	<b>409,256</b>	<b>406,414</b>	<b>405,414</b>	<b>403,855</b>
<b>TOTAL DEBT SERVICE FUND</b>		<b>404,279</b>	<b>407,563</b>	<b>409,256</b>	<b>406,414</b>	<b>405,414</b>	<b>403,855</b>



CITY OF SEBASTIAN, FLORIDA  
ANNUAL BUDGET  
FISCAL YEAR 2020-2021

***ENTERPRISE FUNDS***

**Draft as of June 24, 2020**



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# CITY OF SEBASTIAN, FLORIDA 2020/2021 ANNUAL BUDGET

## MUNICIPAL GOLF COURSE

The Sebastian Golf Course is located in the City of Sebastian off of Main Street at the West entrance to the Airport and provides recreational enjoyment for the citizens of Sebastian and the surrounding communities. The facility includes an 18-hole golf course that is 6,717 yards in length and par 72, driving range, putting and chipping green, restaurant, lounge, and fully stocked Pro Shop. The Golf Course is established as an enterprise fund of the city. The fund is divided into three areas: Administration, Greens Division, and Carts Division.

### GOLF COURSE SUMMARY OF REVENUE / EXPENSES

<u>Description</u>	Amended					
	FY 16/17 <u>Actual</u>	FY 17/18 <u>Actual</u>	FY 18/19 <u>Actual</u>	FY 19/20 <u>Budget</u>	FY 19/20 <u>Projected</u>	FY 20/21 <u>Budget</u>
Total Revenues	\$ 1,299,655	\$ 1,501,945	\$ 1,406,022	\$ 1,550,828	\$ 1,546,378	\$ 1,499,909
Total GC Administration Division	762,632	955,566	669,768	768,198	768,715	746,228
Total GC Greens Division	572,529	578,143	566,101	627,948	627,623	602,904
Total GC Carts Division	408,500	98,493	99,341	154,682	150,040	150,777
Total Expenses	1,743,660	1,632,202	1,335,211	1,550,828	1,546,378	1,499,909
Change in Unrestricted Reserves	\$ (444,006)	\$ (130,257)	\$ 70,812	\$ -	\$ 0	\$ -

### GOLF COURSE FUND REVENUE

Code: 410010

The Fiscal Year 2020-2021 proposed budget for Golf Course fund revenue is \$ 1,499,909. This compares to the 2019-2020 projected revenue of \$ 1,546,378, a decrease of \$ 46,469, or -3.0%.

<u>Description</u>	Amended						<u>Difference</u>
	FY 16/17 <u>Actual</u>	FY 17/18 <u>Actual</u>	FY 18/19 <u>Actual</u>	FY 19/20 <u>Budget</u>	FY 19/20 <u>Projected</u>	FY 20/21 <u>Budget</u>	
Charges for services	\$ 1,058,936	\$ 1,257,047	\$ 1,400,898	\$ 1,440,828	\$ 1,435,168	\$ 1,499,909	\$ 64,741
Non-operating revenues	240,719	244,897	5,124	110,000	111,210	-	(111,210)
Total revenues	\$ 1,299,655	\$ 1,501,945	\$ 1,406,022	\$ 1,550,828	\$ 1,546,378	\$ 1,499,909	\$ (46,469)

Fiscal Year 2020-21 Proposed Budget:

Major Current Level Changes from 2019-20 Projected Revenue	<u>Difference</u>
1. <b>Charges for services</b> - Increase due to anticipated additional membership fees and additional rounds played.	\$ 64,741
2. <b>Non-operating revenues</b> - Decrease due to no transfers in from other funds.	\$ (111,210)

# CITY OF SEBASTIAN, FLORIDA 2020/2021 ANNUAL BUDGET

## GOLF COURSE REVENUE

Code: 410010

Account Number	Description	FY 16/17 Actual	FY 17/18 Actual	FY 18/19 Actual	Amended FY 19/20 Budget	FY 19/20 Projected	Dept FY 20/21 Request	Proposed FY 20/21 Budget
<b>CHARGES FOR SERVICES</b>								
347501	Green Fees	321,373	408,307	448,684	455,185	455,185	465,960	473,960
347502	Cart Rentals	497,137	573,552	643,304	650,133	650,133	660,000	672,000
347510	Driving Range Fees	34,653	41,141	45,651	46,500	46,500	47,200	47,200
347512	Club Storage Fees	2,674	2,795	3,175	3,252	3,252	3,252	3,252
347513	Club Rentals Fees	1,844	2,626	2,752	3,100	2,400	2,600	2,600
347521	Membership Fees	84,412	84,877	96,306	103,500	102,000	117,897	117,897
347522	Handicap Fees	4,380	4,500	4,940	6,480	5,298	5,500	5,500
347523	Resident Card Fees	27,633	30,047	32,244	33,178	32,300	34,000	34,000
347530	Non-Taxable Sales	29	26	38	40	40	40	40
347540	Pro Shop Sales	43,930	81,460	87,462	100,000	100,000	105,000	105,000
362100	Rents and Royalties	26,999	17,592	27,463	30,000	30,000	30,000	30,000
366000	Contributions & Donations	9,090	0	0	0	0	0	0
369400	Reimbursements	0	5,139	5,206	3,000	3,000	3,000	3,000
369900	Other Miscellaneous Revenues	1,732	1,925	1,124	2,000	2,000	2,000	2,000
369941	Sales Tax Commissions	360	360	360	360	360	360	360
369945	Pro Lesson Fees	2,476	2,441	2,113	4,000	2,600	3,000	3,000
369995	Cash Over/Short	216	260	75	100	100	100	100
<b>TOTAL CHARGES FOR SERVICES</b>		<b>1,058,936</b>	<b>1,257,047</b>	<b>1,400,898</b>	<b>1,440,828</b>	<b>1,435,168</b>	<b>1,479,909</b>	<b>1,499,909</b>
<b>NON-OPERATING REVENUE</b>								
334451	FDOT JPA Revenue	0	50,000	0	0	0	0	0
361100	Interest Earnings	(1,573)	(3,403)	3,570	0	700	0	0
364100	Sale of Fixed Assets	111,652	48,605	1,512	0	1,005	0	0
365000	Sale of Surplus	0	0	43	0	205	0	0
381001	Interfund Transfer from 001 GF	78,823	11,320	0	0	0	0	0
381130	Interfund Transfer from Fund 130	51,816	138,375	0	110,000	110,000	0	0
381148	Interfund Transfer from Fund 480	0	0	0	0	0	0	0
<b>TOTAL NON-OPERATING REVENUE</b>		<b>240,719</b>	<b>244,897</b>	<b>5,124</b>	<b>110,000</b>	<b>111,910</b>	<b>0</b>	<b>0</b>
<b>TOTAL GOLF COURSE REVENUES</b>		<b>1,299,655</b>	<b>1,501,945</b>	<b>1,406,022</b>	<b>1,550,828</b>	<b>1,547,078</b>	<b>1,479,909</b>	<b>1,499,909</b>
<b>USE OF UNRESTRICTED RESERVES</b>								
<b>TOTAL GOLF COURSE SOURCES</b>		<b>1,743,660</b>	<b>1,632,202</b>	<b>1,406,022</b>	<b>1,550,828</b>	<b>1,547,078</b>	<b>1,479,909</b>	<b>1,499,909</b>



# CITY OF SEBASTIAN, FLORIDA 2020/2021 ANNUAL BUDGET

## GOLF COURSE ADMINISTRATION

Administration is responsible for the management of the entire golf course. This includes, but is not limited to: preparing and administering golf course budget; hiring, training and supervision of all employees; promoting the game of golf through lessons and clinics, tournaments and league play; golf shop operations including retail marketing; facility and clubhouse management including the restaurant, advertising and promotions; and golf course maintenance. This division handles all computer operations, monies, and reconciles and balances all cash operations, points of sale, tee times and the web site.

### FISCAL YEAR 2020 ACCOMPLISHMENTS

✓  
✓  
✓  
✓  
✓  
✓  
✓

### FISCAL YEAR 2021 GOALS & OBJECTIVES

➤  
➤  
➤  
➤  
➤  
➤  
➤

### PERFORMANCE MEASURES

SERVICE PROGRAM	Actual 2016/2017	Actual 2017/2018	Actual 2018/2019	Projected 2019/2020	Projected 2020/2021
Number of Annual Fees Sold	119	123		136	
Single Resident	69	67		80	
Family Resident	50	56		56	
Resident/Discount Cards	657	643		710	
TOTAL ANNUAL FEES SOLD	776	766		846	
Annual Fee Rounds	8,067	8,013		9,500	
Daily Fee Rounds	29,243	33,919		45,500	
TOTAL NUMBER OF ROUNDS PLAYED	37,310	41,932		55,000	

# CITY OF SEBASTIAN, FLORIDA 2020/2021 ANNUAL BUDGET

## GOLF COURSE ADMINISTRATION PROGRAM BUDGET DESCRIPTION

STAFFING		NATURE OF ACTIVITY
19/20	20/21	
30.00%		<b>General Supervision</b> - Provide effective, responsive and professional management, direction, control of daily golf operations, including training and forethought for innovative and practical improvements.
10.00%		<b>Pro Shop</b> - Provide friendly, consistent quality service to the public. The result of this direct contact combined with the amenities offered, produces customer satisfaction.
20.00%		<b>Control of Course Play</b> - Provide for orderly starting of play, speed and flow of play, and prevention of free play and abuse to golf course grounds, to enhance the enjoyment of the game as well as promoting return play.
30.00%		<b>Golf Course Administration</b> - Supervise all Golf Course operations, preparation of budget, supervision of capital improvement programs.
10.00%		<b>Promote the Game of Golf</b> - Provide golf instruction, junior and adult clinics, golf tournaments, charity events, speaking engagements, advertisements, and other creative measures to attract and promote return play to Sebastian Golf Course
100.00%	0.00%	

## GOLF COURSE ADMINISTRATION BUDGET SUMMARY

The Fiscal Year 2020-2021 proposed budget for Golf Course Administration is \$ 746,228. This compares to the 2019-2020 projected expenses of \$ 768,715, a decrease of \$ 22,487 or -2.93%

	Amended						
	FY 16/17	FY 17/18	FY 18/19	FY 19/20	FY 19/20	FY 20/21	Difference
	Actual	Actual	Actual	Budget	Projected	Budget	
Personal Services	\$ 272,260	\$ 258,649	\$ 276,996	\$ 294,675	\$ 281,388	\$ 297,471	\$ 16,083
Operating Expenses	349,079	385,878	373,277	375,156	362,760	375,391	12,631
Capital Outlay	75,018	303,920	10,892	60,000	60,000	-	(60,000)
Transfers	66,275	7,118	8,604	38,367	64,567	73,366	8,799
Total	\$ 762,632	\$ 955,566	\$ 669,768	\$ 768,198	\$ 768,715	\$ 746,228	\$ (22,487)

Fiscal Year 2020-21 Proposed Budget:

Major Current Level Changes from Fiscal Year 2019-20 Projected Expenses:

	<u>Difference</u>
1. <b>Personal Services</b> - Increase due to longevity increase and having positions full all year.	\$ 16,083
2. <b>Operating Expenses</b> - Increase due to additional maintenance, utility, and dues costs.	\$ 12,631
3. <b>Capital Outlay</b> - No capital outlay requested this year.	\$ (60,000)
4. <b>Transfers</b> - Increase due to repayment of general fund loan.	\$ 8,799

# CITY OF SEBASTIAN, FLORIDA 2020/2021 ANNUAL BUDGET

## PERSONAL SERVICES SCHEDULE

### GOLF COURSE ADMINISTRATION

<u>POSITION</u>	<u>PAY RANGE</u>	<u>FULL TIME EQUIVALENTS</u>				<u>Projected Expense</u> <u>19/20</u>	<u>Budget</u> <u>20/21</u>
		<u>18/19</u>	<u>19/20</u>	<u>Amended</u> <u>19/20</u>	<u>20/21</u>		
Golf Course Director	64,487 / 116,076	1.00	1.00	1.00	1.00	\$ 101,160	\$ 110,500
Administrative Assistant	30,821 / 55,478	1.00	1.00	1.00	1.00	61,700	59,750
Assistant Golf Pro (P/T)	22,282 / 40,107	0.50	0.50	0.50	0.50	19,000	19,000
Cashier (P/T)	20,988 / 37,778	0.50	1.50	1.50	1.50	25,640	33,750
Cashier (Temp)	8.46/hr	1.00	0.00	0.00	0.00	-	-
		4.00	4.00	4.00	4.00		
<b>TOTAL SALARIES</b>						\$ 207,500	\$ 223,000
Overtime						2,000	2,500
Lesson Bonus						2,000	2,000
FICA Taxes						16,000	17,404
Deferred Compensation						14,700	15,728
Group Health Insurance Premium						27,365	24,080
Health Reimbursement Account						8,000	8,000
Employee Assistance Program						32	32
Worker's Comp Insurance						3,791	4,727
Additional Compensation						-	-
<b>Total Personal Services</b>						<b>\$ 281,388</b>	<b>\$ 297,471</b>

# CITY OF SEBASTIAN, FLORIDA 2020/2021 ANNUAL BUDGET

## GOLF COURSE ADMINISTRATION DIVISION

Code: 410110

Account		FY 16/17	FY 17/18	FY 18/19	Amended FY 19/20	FY 19/20	Dept FY 20/21	Proposed FY 20/21
Number	Description	Actual	Actual	Actual	Budget	Projected	Request	Budget
<b>PERSONAL SERVICES :</b>								
511200	Regular Salaries	191,322	175,084	194,053	214,850	207,500	228,750	223,000
511300	Temporary Salaries	12,002	13,164	11,182	0	0	0	0
511400	Overtime	937	1,654	1,329	1,500	2,000	2,500	2,500
511500	Lesson Bonus	1,133	923	938	3,000	2,000	2,000	2,000
512100	FICA Taxes	14,606	14,591	15,042	16,505	16,000	17,844	17,404
512225	Deferred Compensation	13,597	13,596	14,115	14,670	14,700	16,110	15,728
512301	Group Health Insurance Premium	13,557	27,583	29,162	30,907	27,365	27,113	24,080
512305	Dependant Health Ins Premium	13,066	0	0	0	0	0	0
512307	Health Reimbursement Account	8,169	8,441	6,919	8,000	8,000	8,000	8,000
512309	Employee Assistance Program	110	0	32	32	32	35	32
512400	Worker's Comp Insurance	3,668	3,560	4,225	4,761	3,791	4,843	4,727
512600	OPEB Accrued Expense	55	55	0	0	0	0	0
512700	Additional Compensation	39	0	0	450	0	0	0
<b>TOTAL PERSONAL SERVICES</b>		<b>272,260</b>	<b>258,649</b>	<b>276,996</b>	<b>294,675</b>	<b>281,388</b>	<b>307,195</b>	<b>297,471</b>
<b>OPERATING EXPENSES :</b>								
347541	Cost of Sales-Pro Shop	32,320	59,803	64,066	70,000	70,000	70,000	70,000
533100	Professional Services	2,543	2,607	3,373	3,250	3,200	3,300	3,300
533200	Audit Fees	3,040	3,350	3,298	3,294	3,294	3,593	3,593
533201	Admin Services provided by GF	96,000	93,000	88,350	97,185	97,185	106,904	106,065
533400	Other Contractual Services	7,996	11,975	4,719	4,000	250	250	250
533420	Pest/Weed Control	450	2,078	1,397	890	890	890	890
533440	Electronic Security Services	658	454	359	360	0	0	0
534101	Telephone	3,551	3,901	3,651	4,635	3,850	3,936	3,936
534105	Cellular Telephone	303	297	267	300	290	300	300
534110	Internet Access	789	765	387	30	475	430	430
534120	Postage	68	15	90	50	50	50	50
534310	Electric	26,945	16,408	9,149	11,000	9,500	9,500	9,500
534320	Water/Sewer	8,849	13,768	9,389	11,000	11,000	11,550	11,550
534420	Equipment Leases	952	936	927	1,000	705	600	600
534445	Airport Property Lease	100,000	106,000	106,000	106,000	106,000	106,135	106,135
534500	Insurance	6,835	8,442	9,183	9,250	8,226	8,233	8,233
534501	Claims	5,058	0	0	0	0	0	0
534610	R & M - Buildings	3,388	11,407	14,388	7,001	2,000	3,000	3,000
534630	R & M - Office Equipment	465	648	813	800	800	1,000	989
534640	R & M - Operating Equipment	0	461	0	0	0	0	0
534685	R & M - Grounds Maintenance	5,880	3,986	0	0	0	0	0
534845	Golf Course Promotions	4,412	199	0	0	0	0	0
534846	Golf Course Advertising	4,996	2,571	560	3,000	2,000	2,000	2,000
535200	Departmental Supplies	2,708	2,002	1,835	2,600	2,500	2,500	2,500
535205	Bank Charges	22,106	29,156	34,914	30,000	30,000	30,000	30,000
535210	Computer Supplies	25	0	0	0	0	0	0
535220	Cleaning Supplies	3,775	1,924	4,583	3,500	4,000	4,500	4,500
535230	Small Tools and Equipment	149	0	0	0	0	0	0
535270	Uniforms and Shoes	987	0	0	0	0	500	500
535410	Dues and Memberships	510	1,351	512	0	0	525	525
535710	Non-Ad Valorem Tax	3,322	8,374	11,065	6,011	6,545	6,545	6,545
<b>TOTAL OPERATING EXPENSES</b>		<b>349,079</b>	<b>385,878</b>	<b>373,277</b>	<b>375,156</b>	<b>362,760</b>	<b>376,241</b>	<b>375,391</b>
<b>CAPITAL OUTLAY:</b>								
606220	Building Improvements	45,463	236,366	0	0	0	0	0
606400	Vehicles and Equipment	7,857	20,491	10,892	0	0	0	0
606900	Infrastructure	21,697	47,063	0	60,000	60,000	0	0
<b>TOTAL CAPITAL OUTLAY</b>		<b>75,018</b>	<b>303,920</b>	<b>10,892</b>	<b>60,000</b>	<b>60,000</b>	<b>0</b>	<b>0</b>
<b>NON-OPERATING EXPENSES</b>								
909101	Interfund Trfr to 001 GF	0	0	0	0	26,201	25,000	35,000
909480	Interfund Trfr to 480 Bldg	4,544	7,118	8,604	38,367	38,366	38,366	38,366
909541	Intrafund Trfr to GC Capital	61,731	0	0	0	0	0	0
<b>TOTAL NON-OPERATING EXPENSES</b>		<b>66,275</b>	<b>7,118</b>	<b>8,604</b>	<b>38,367</b>	<b>64,567</b>	<b>63,366</b>	<b>73,366</b>
<b>TOTAL GOLF COURSE ADMINISTRATION</b>		<b>762,632</b>	<b>955,566</b>	<b>669,768</b>	<b>768,198</b>	<b>768,715</b>	<b>746,802</b>	<b>746,228</b>

# CITY OF SEBASTIAN, FLORIDA 2020/2021 ANNUAL BUDGET

## GOLF COURSE GREENS DIVISION

The Golf Course Greens Division is responsible for administration of an independent golf course maintenance contract which will ensure that the overall care and quality of the golf course is compatible to maintaining high standards, thus ensuring a quality golf course with excellent turf conditions which will guarantee repeat play from our customers, as well as create an excellent image and respectability among the golf course community throughout the State of Florida.

## FISCAL YEAR 2020 ACCOMPLISHMENTS

✓  
✓  
✓

## FISCAL YEAR 2021 GOALS AND OBJECTIVES

➤  
➤  
➤  
➤  
➤

## PERFORMANCE MEASURES

Performance Indicators	Actual 2016/2017	Actual 2017/2018	Actual 2018/2019	Projected 2019/2020	Projected 2020/2021
Greens (Acres)	2.5	4	4	4	4
Tees (Acres)	4	4	4	4	4
Fairways (Acres)	22	22	22	22	22
Rough - Bermuda / Bahia (Acres)	35 / 25	35 / 25	35 / 25	35 / 25	35 / 25
Sand Bunkers (Acres)	4	4	4	4	4
Lakes and Ponds (Linear Feet)	10,000	10,000	10,000	10,000	10,000
Non-Play Area (Acres)	20	20	30	30	30
Holes Maintained	18	18	18	18	18
Practice areas (acres total)	5	5	5	5	5

# CITY OF SEBASTIAN, FLORIDA 2020/2021 ANNUAL BUDGET

## GOLF COURSE GREENS PROGRAM BUDGET DESCRIPTION

STAFFING		NATURE OF ACTIVITY
19/20	20/21	
95.00%	90.00%	<b>Golf Course Maintenance</b> - Provide administrative oversight of independent golf course maintenance contract which provides daily turf care resulting in the quality appearance and playability of the golf course. Keeping the golf course in the best possible condition throughout the year adds to the enjoyment of the customers and insures return play.
5.00%	10.00%	<b>Equipment Maintenance</b> - Continue tracking equipment use and repair to insure proper maintenance and availability of equipment.
100.00%	100.00%	

## GOLF COURSE GREENS DIVISION BUDGET SUMMARY

The Fiscal Year 2020-2021 proposal budget for Golf Course Greens Division is \$ 602,904. This compares to the 2019-2020 projected expenses of \$ 627,623, a decrease of \$ 24,719, or -3.94%.

	Amended						
	FY 16/17	FY 17/18	FY 18/19	FY 19/20	FY 19/20	FY 20/21	
	Actual	Actual	Actual	Budget	Projected	Budget	Difference
Operating Expenses	\$ 572,529	\$ 578,143	\$ 566,101	\$ 577,948	\$ 577,623	\$ 588,904	\$ 11,281
Capital Outlay	-	-	-	50,000	50,000	14,000	(36,000)
Non-Operating	-	-	-	-	-	-	-
Total	\$ 572,529	\$ 578,143	\$ 566,101	\$ 627,948	\$ 627,623	\$ 602,904	\$ (24,719)

Fiscal Year 2020-21 Proposed Budget:

Major Current Level Changes from Fiscal Year 2019-20 Projected Expenses:

	Difference
1. <b>Operating Expenses</b> - Increase due to contractual increase in maintenance contract.	\$ 11,281
2. <b>Capital Outlay</b> - Decrease due to only small equipment projected to need replacement this year.	\$ (36,000)
3. <b>Non-Operating</b> - No change.	\$ -

# CITY OF SEBASTIAN, FLORIDA 2020/2021 ANNUAL BUDGET

## GOLF COURSE GREENS DIVISION

Code: 410120

Account Number	Description	FY 16/17 Actual	FY 17/18 Actual	FY 18/19 Actual	Amended FY 19/20 Budget	FY 19/20 Projected	Dept FY 20/21 Request	Proposed FY 20/21 Budget
<b>OPERATING EXPENSES</b>								
533420	Pest/Weed Control	0	0	0	120	120	120	120
533445	Groundskeeping Service	535,632	546,385	546,385	557,313	557,313	568,459	568,459
534310	Electric	12,211	11,541	11,584	11,750	11,575	11,575	11,575
534610	R & M - Buildings	731	628	0	500	500	500	500
534640	R & M-Operating Equipment	617	290	94	0	0	0	0
534680	R & M - Irrigation Systems	10,096	4,057	6,991	5,217	5,217	5,500	5,500
534685	R & M - Grounds Maintenance	12,998	15,242	855	2,798	2,798	2,500	2,500
535200	Departmental Supplies	220	0	193	250	100	250	250
535220	Cleaning Supplies	25	0	0	0	0	0	0
<b>TOTAL OPERATING EXPENSES</b>		<b>572,529</b>	<b>578,143</b>	<b>566,101</b>	<b>577,948</b>	<b>577,623</b>	<b>588,904</b>	<b>588,904</b>
<b>CAPITAL OUTLAY</b>								
606300	Improvements Other Than Buildings	0	0	0	50,000	50,000	0	0
606400	Vehicles and Equipment	0	0	0	0	0	23,685	14,000
<b>TOTAL CAPITAL OUTLAY</b>		<b>0</b>	<b>0</b>	<b>0</b>	<b>50,000</b>	<b>50,000</b>	<b>23,685</b>	<b>14,000</b>
<b>TOTAL GREENS DIVISION</b>		<b>572,529</b>	<b>578,143</b>	<b>566,101</b>	<b>627,948</b>	<b>627,623</b>	<b>612,589</b>	<b>602,904</b>

## CAPITAL OUTLAY SCHEDULE

### GOLF COURSE GREENS DIVISION - TO BE FUNDED FROM GOLF COURSE OPERATIONS

Description	EXPENDITURES PER FISCAL YEAR					TOTAL
	2020/21	2021/22	2022/23	2023/24	2024/25	
Irrigation Software Upgrade	\$ 14,000	\$ -	\$ -	\$ -	\$ -	14,000
3 Gang Range Picker	-	2,695	-	-	-	2,695
Ball Washer	-	2,595	-	-	-	2,595
	<u>\$ 14,000</u>	<u>\$ 5,290</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>19,290</u>

# CITY OF SEBASTIAN, FLORIDA 2020/2021 ANNUAL BUDGET

## GOLF COURSE CARTS DIVISION

The Golf Course Carts Division many times provides the first and last contact with customers. They maintain golf carts in operational and clean condition for customers, service driving range and water station, maintain and clean all surrounding areas including the cart barn, cart staging area, cart wash area, starter station, locker room and driving range. Facilitates preventative maintenance on golf carts including battery checks, greasing and tire pressure.

### FISCAL YEAR 2020 ACCOMPLISHMENTS

✓  
✓  
✓  
✓

### FISCAL YEAR 2021 GOALS AND OBJECTIVES

➤  
➤  
➤  
➤  
➤

### PERFORMANCE MEASURES

Performance Indicators	Actual 2016/2017	Actual 2017/2018	Actual 2018/2019	Projected 2019/2020	Projected 2020/2021
Electric Golf Carts	86	80	80	80	80
Tires Maintained	356	332	324	332	324
Grease Fittings Maintained	356	32	324	332	324
Range Carts	1	1	1	1	1
Ranger Carts	1	1	1	1	0
Batteries Maintained	524	483	488	483	481
Beverage Carts	1	1	1	1	0

### GOLF COURSE CARTS DIVISION PROGRAM BUDGET DESCRIPTION

STAFFING		NATURE OF ACTIVITY
19/20	20/21	
30.00%	30.00%	<u>General Maintenance and Care of Golf Carts</u> - Clean and maintain golf carts in operational condition for guests use and maintain operational cart barn.
30.00%	30.00%	<u>Golf Course Facilities</u> - Maintenance and care of Cart Barn, Driving Range, Water Station, and general area around Golf Shop and starter area.
40.00%	40.00%	<u>Customer Service</u> - Provide unsurpassed customer service to our members.
100.00%	100.00%	



# CITY OF SEBASTIAN, FLORIDA 2020/2021 ANNUAL BUDGET

## GOLF COURSE CARTS DIVISION BUDGET SUMMARY

The Fiscal Year 2020-2021 proposed budget for Golf Course Carts Division is \$ 150,777. This compares to the 2019-2020 projected expenses of \$ 150,040, an increase of \$ 737, or .49%.

	FY 16/17	FY 17/18	FY 18/19	Amended FY 19/20	FY 19/20	FY 20/21	
	Actual	Actual	Actual	Budget	Projected	Budget	Difference
Personal Services	\$ 85,297	\$ 89,401	\$ 91,582	\$ 96,347	\$ 92,505	\$ 92,442	\$ (63)
Operating Expenses	4,681	987	1,365	1,944	1,144	1,944	800
Capital Outlay	313,152	-	-	-	-	-	-
Debt Service	5,370	8,105	6,394	56,391	56,391	56,391	-
<b>Total</b>	<b>\$ 408,500</b>	<b>\$ 98,493</b>	<b>\$ 99,341</b>	<b>\$ 154,682</b>	<b>\$ 150,040</b>	<b>\$ 150,777</b>	<b>\$ 737</b>

Fiscal Year 2020-21 proposed Budget:

Major Current Level Changes from Fiscal Year 2019-20 Projected Expenses:

	Difference
1. <b>Personal Services</b> - Slight decrease due to lower pay rate for newer employee.	\$ (63)
2. <b>Operating Expenses</b> - Increase due to additional operating equipment and building repairs needed.	\$ 800
3. <b>Capital Outlay</b> - No capital outlay requested.	\$ -
4. <b>Debt Service</b> - No change.	\$ -

## PERSONAL SERVICES SCHEDULE

### GOLF COURSE CARTS DIVISION

POSITION	PAY RANGE	FULL TIME EQUIVALENTS				Projected	
		Amended				Expense	Budget
		18/19	19/20	19/20	20/21	19/20	20/21
Cart Attendants (P/T)	8.46 / 14.49	1.50	5.00	5.00	5.00	\$ 81,000	\$ 80,750
Cart Attendants (Temp)	8.46/hr	3.50	0.00	0.00	0.00	0	0
		5.00	5.00	5.00	5.00		
TOTAL SALARIES						\$ 81,000	\$ 80,750
Overtime						3,500	3,500
FICA Taxes						6,475	6,445
Employee Assistance Program						0	0
Worker's Compensation						1,530	1,747
Total Personal Services						\$ 92,505	\$ 92,442

(1) For P/T Cart Attendants (5) equals (10) positions

# CITY OF SEBASTIAN, FLORIDA 2020/2021 ANNUAL BUDGET

## GOLF COURSE CARTS DIVISION

Code: 410130

Account Number	Description	FY 16/17 Actual	FY 17/18 Actual	FY 18/19 Actual	Amended FY 19/20 Budget	FY 19/20 Projected	Dept FY 20/21 Request	Proposed FY 20/21 Budget
<b>PERSONAL SERVICES</b>								
511200	Regular Salaries	40,736	44,071	38,641	85,750	81,000	83,250	80,750
511300	Temporary Salaries	35,131	36,065	43,202	0	0	0	0
511400	Overtime	1,759	1,774	1,545	2,000	3,500	3,500	3,500
512100	FICA Taxes	5,910	6,067	6,358	6,678	6,475	6,636	6,445
512309	Employee Assistance Program	96	0	0	0	0	0	0
512400	Worker's Comp Insurance	1,665	1,425	1,835	1,919	1,530	1,789	1,747
<b>TOTAL PERSONAL SERVICES</b>		<b>85,297</b>	<b>89,401</b>	<b>91,582</b>	<b>96,347</b>	<b>92,505</b>	<b>95,175</b>	<b>92,442</b>
<b>OPERATING EXPENSES</b>								
533420	Pest/Weed Control	0	0	0	144	144	144	144
534610	R & M - Buildings	4,052	0	0	1,000	250	500	500
534640	R & M-Operating Equipment	538	504	959	500	500	1,000	1,000
535200	Departmental Supplies	79	433	342	300	250	250	250
535220	Cleaning Supplies	0	11	44	0	0	50	50
535230	Small Tools and Equipment	12	39	20	0	0	0	0
<b>TOTAL OPERATING EXPENSES</b>		<b>4,681</b>	<b>987</b>	<b>1,365</b>	<b>1,944</b>	<b>1,144</b>	<b>1,944</b>	<b>1,944</b>
<b>CAPITAL OUTLAY</b>								
606400	Vehicles and Equipment	313,152	0	0	0	0	0	0
<b>TOTAL CAPITAL OUTLAY</b>		<b>313,152</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>NON-OPERATING EXPENSES</b>								
707145	Principal - Golf Course Loan	0	0	0	51,768	51,768	53,602	53,602
707245	Interest - Golf Course Loan	5,370	8,105	6,394	4,623	4,623	2,789	2,789
<b>TOTAL NON-OPERATING EXPENSES</b>		<b>5,370</b>	<b>8,105</b>	<b>6,394</b>	<b>56,391</b>	<b>56,391</b>	<b>56,391</b>	<b>56,391</b>
<b>TOTAL CARTS DIVISION</b>		<b>408,500</b>	<b>98,493</b>	<b>99,341</b>	<b>154,682</b>	<b>150,040</b>	<b>153,510</b>	<b>150,777</b>

# CITY OF SEBASTIAN, FLORIDA 2020/2021 ANNUAL BUDGET

## MUNICIPAL AIRPORT

City of Sebastian operates a 625 acre municipal airport through the establishment of an enterprise fund. The airport property was deeded to the city in 1959 by the federal government. The main source of revenue to support the airport operations is lease revenue. The airport receives federal and state government grants to fund airport capital projects, which are accounted in the city's capital improvement fund. Since the year 2000, the Airport has been involved in over \$10 million in capital improvements, all of which to better develop the facilities and economic growth.

<u>Description</u>	<u>Amended</u>					
	<u>FY 16/17</u>	<u>FY 17/18</u>	<u>FY 18/19</u>	<u>FY 19/20</u>	<u>FY 19/20</u>	<u>FY 20/21</u>
	<u>Actual</u>	<u>Actual</u>	<u>Actual</u>	<u>Budget</u>	<u>Projected</u>	<u>Budget</u>
Total Revenues	\$ 528,952	\$ 498,017	\$ 570,814	\$ 574,374	\$ 554,809	\$ 562,505
Total Airport Administration	\$ 459,366	\$ 365,940	\$ 523,518	\$ 451,056	\$ 449,289	\$ 562,505
Change in Unrestricted Reserves	\$ 69,586	\$ 132,077	\$ 47,297	\$ 123,318	\$ 105,520	\$ -

## AIRPORT FUND REVENUE

**Code: 450010**

The Fiscal Year 2020-2021 proposed budget for Airport fund revenue is \$ 562,505. This compares to the 2019-2020 projected Airport fund revenue of \$ 554,809, an increase of \$ 7,696 or 1.4%.

<u>Description</u>	<u>Amended</u>						<u>Difference</u>
	<u>FY 16/17</u>	<u>FY 17/18</u>	<u>FY 18/19</u>	<u>FY 19/20</u>	<u>FY 19/20</u>	<u>FY 20/21</u>	
	<u>Actual</u>	<u>Actual</u>	<u>Actual</u>	<u>Budget</u>	<u>Projected</u>	<u>Budget</u>	
Operating revenue	\$ 422,585	\$ 487,649	\$ 507,339	\$ 544,313	\$ 527,271	\$ 539,768	\$ 12,497
Non-operating revenues	106,367	10,367	63,475	30,061	27,538	22,737	(4,801)
Total revenues and other sources	\$ 528,952	\$ 498,017	\$ 570,814	\$ 574,374	\$ 554,809	\$ 562,505	\$ 7,696

Fiscal Year 2020-21 Proposed Budget:

Major Current Level Changes from Fiscal Year 2019-20 Projected Revenue:

	<u>Difference</u>
1. Operating revenue - Increase due to additional shade hangar rentals and tenant rents.	\$ 12,497
2. Non-operating revenues - Decrease due to lower anticipated interest income and no interfund transfers.	\$ (4,801)

# CITY OF SEBASTIAN, FLORIDA 2020/2021 ANNUAL BUDGET

## AIRPORT REVENUE

Code: 450010

Account Number	Description	FY 16/17 Actual	FY 17/18 Actual	FY 18/19 Actual	Amended FY 19/20 Budget	FY 19/20 Projected	FY 20/21 Dept Request	Proposed FY 20/21 Budget
<b>OPERATING REVENUE</b>								
344100	Fuel Sales	77,327	103,959	12,278	0	0	0	0
347541	Cost of Sales	(59,025)	(82,689)	(8,945)	0	0	0	0
362150	Nontaxable Rents	391	391	112,000	123,325	118,795	119,371	119,506
362100	Rents and Royalties	343,256	405,672	331,628	360,648	347,434	359,685	359,685
369900	Other Miscellaneous Revenues	60,363	60,034	60,091	60,040	60,789	60,289	60,289
369941	Sales Tax Commission	273	282	287	300	253	288	288
<b>TOTAL OPERATING REVENUE</b>		<b>422,585</b>	<b>487,649</b>	<b>507,339</b>	<b>544,313</b>	<b>527,271</b>	<b>539,633</b>	<b>539,768</b>
<b>OTHER NON-OPERATING REVENUE:</b>								
361100	Interest Earnings	1,284	(2,604)	(6,628)	0	3,250	0	0
364100	Sale of Fixed Assets	4,403	0	46,450	0	820	0	0
365000	Sale of Surplus Materials/Scrap	0	0	650	0	0	0	0
366000	Contributions & Donations	0	0	3,495	0	0	0	0
369400	Reimbursements	17,712	12,971	19,508	25,370	18,777	22,737	22,737
381001	Transfer from Fund 001 GF	28,040	0	0	4,691	4,691	0	0
381455	Transfer from Fund 455	54,927	0	0	0	0	0	0
<b>TOTAL OTHER NON-OPERATING REVENUE</b>		<b>106,367</b>	<b>10,367</b>	<b>63,475</b>	<b>30,061</b>	<b>27,538</b>	<b>22,737</b>	<b>22,737</b>
<b>TOTAL AIRPORT REVENUES</b>		<b>528,952</b>	<b>498,017</b>	<b>570,814</b>	<b>574,374</b>	<b>554,809</b>	<b>562,370</b>	<b>562,505</b>

# CITY OF SEBASTIAN, FLORIDA 2020/2021 ANNUAL BUDGET

## AIRPORT ADMINISTRATION

The Airport Director is responsible for Airport Operations to include maintenance of the entire property (excluding Golf Course), FDOT compliance issues, Capital Improvement Programs, tenant relations, and project management.

## FISCAL YEAR 2020 ACCOMPLISHMENTS

- ✓ Completion of a 2-unit (14 spaces total) Shade Hangar Project
- ✓ Completion of New Taxiway Construction – Taxiway Charlie
- ✓ Leased 100% of available office space in the Airport Terminal Building
- ✓ Staff transition promoting to Zac Massey as Airport Operations Maint. Specialist II in anticipation of Gary Nicholas' retirement
- ✓ Secured funding for Sewer infrastructure improvements on the west side of the airport
- ✓ Secured funding for design and engineering of new taxi lane leading to future box hangars
- ✓ Secured \$30,000 CARES Act grant for the airport.
- ✓ Awarded Design-Build Hangar "D" project to Johnson-Laux
- ✓ Coordinated Airfield PCI inspection leading to full asphalt condition report by FDOT

## FISCAL YEAR 2021 GOALS AND OBJECTIVES

- Construct Hangar "D"
- Construct new taxi lane to future box hangars
- Repair distressed asphalt section near Runway 10 threshold
- Design Box Hangars
- Proceed with improving site for future box hangars
- Install sewer lines serving all west side tenant locations

## PERFORMANCE MEASURES

Performance Indicators	Actual 2016/2017	Actual 2017/2018	Actual 2018/2019	Projected 2019/2020	Projected 2020/2021
Acres Available for Development	105	105	105	105	103
Airport Leasehold Revenues	\$343,256	\$405,672	\$443,628	\$483,973	\$479,056

## AIRPORT PROGRAM BUDGET DESCRIPTION

STAFFING		NATURE OF ACTIVITY
19/20	20/21	
20.00%	20.00%	<b>Compliance</b> - Conduct operations at the Airport in accordance with FAA and FDOT compliance.
30.00%	30.00%	<b>Capital Improvement Project Execution and Monitoring</b> - Execute and monitor Capital Improvement Projects. Prepare and submit a Five-Year Capital Improvement Program in accordance with Regulations. Prepare and apply for Florida Department of Transportation Airport Improvement Grants for Capital Improvement Projects and equipment.
15.00%	15.00%	<b>Tenant and Public Relations</b> - Monitor and execute Tenant Lease agreements. Provide dispute resolution regarding airport regulations. Maintain contact with Airport users and citizens, respond to questions and complaints and provide information to all parties about rules, regulations and airport information.
35.00%	35.00%	<b>Airport Maintenance</b> - Mow Airport, herbicide runways and taxiways, maintain runway lighting system. Supervise runway maintenance and Scrub Jay mitigation/Habitat Conservation Area. Clear and maintain runway approaches and perform daily Airport inspections.
100.00%	100.00%	

# CITY OF SEBASTIAN, FLORIDA 2020/2021 ANNUAL BUDGET

## AIRPORT BUDGET SUMMARY

The Fiscal Year 2020-2021 proposed budget for the Municipal Airport Administration is \$ 562,505. This compares to the 2019-2020 projected expenses of \$ 554,809, an increase of \$ 7,696 or 1.4%.

	FY 16/17	FY 17/18	FY 18/19	Amended		FY 20/21	
	Actual	Actual	Actual	FY 19/20 Budget	FY 19/20 Projected	Budget	Difference
Personal Services	\$ 216,084	\$ 141,500	\$ 122,346	\$ 73,409	\$ 69,110	\$ 69,888	\$ 778
Operating Expenses	181,442	204,988	270,276	269,726	275,398	294,117	18,719
Capital Outlay	27,340	-	45,751	52,421	49,281	18,000	(31,281)
Debt Service	34,500	19,452	85,145	55,500	55,500	180,500	125,000
Contingency	69,586	132,077	-	123,318	105,520	-	(105,520)
<b>Total</b>	<b>\$ 528,952</b>	<b>\$ 498,017</b>	<b>\$ 523,518</b>	<b>\$ 574,374</b>	<b>\$ 554,809</b>	<b>\$ 562,505</b>	<b>\$ 7,696</b>

Fiscal Year 2020-21 Proposed Budget:

Major Current Level Changes from Fiscal Year 2019-20 Projected Expenses:

	<u>Difference</u>
1. <b>Personal Services</b> - Increase due to anticipated increase in insurance expenses.	\$ 778
2. <b>Operating Expenses</b> - Increase due to additional services needed.	\$ 18,719
3. <b>Capital Outlay</b> - Decrease due to no capital outlay requested.	\$ (31,281)
4. <b>Debt Service</b> - Increase in repayment amount to General Fund.	\$ 125,000

## PERSONAL SERVICES SCHEDULE

### AIRPORT ADMINISTRATION

<u>POSITION</u>	<u>PAY RANGE</u>	<u>FULL TIME EQUIVALENTS</u>				<u>Projected</u>	
		<u>Amended</u>				<u>Expense</u>	<u>Budget</u>
		<u>18/19</u>	<u>19/20</u>	<u>19/20</u>	<u>20/21</u>	<u>19/20</u>	<u>20/21</u>
Airport Operations Specialist II	27,384 / 49,291	1.00	1.00	1.00	1.00	32,500	32,250
Airport Operations Specialist I	25,812 / 46,462	0.50	0.50	0.50	0.50	18,250	18,250
		1.50	1.50	1.50	1.50		
<b>TOTAL SALARIES</b>						\$ 50,750	\$ 50,500
Overtime						500	500
FICA Taxes						3,924	3,920
Clothing Allowance						240	240
Deferred Compensation						2,995	2,958
Group Health Insurance Premium						7,258	7,150
Health Reimbursement Account						1,000	2,000
Employee Assistance Program						18	16
Worker's Comp Insurance						2,425	2,604
Additional Compensation						-	-
Total Personal Services						\$ 69,110	\$ 69,888

# CITY OF SEBASTIAN, FLORIDA 2020/2021 ANNUAL BUDGET

## AIRPORT ADMINISTRATION

Code: 450110

Account		FY 16/17	FY 17/18	FY 18/19	Amended	FY 19/20	Dept	Proposed
Number	Description	Actual	Actual	Actual	FY 19/20	FY 19/20	FY 20/21	FY 20/21
					Budget	Projected	Request	Budget
<b>PERSONAL SERVICES</b>								
511200	Regular Salaries	153,766	94,314	76,582	51,600	50,750	51,750	50,500
511400	Overtime	726	939	152	1,500	500	1,500	500
512100	FICA Taxes	11,070	7,334	7,830	4,054	3,924	4,015	3,920
512215	Clothing Allowance	120	240	240	240	240	240	240
512225	Deferred Compensation	13,413	8,985	9,379	3,161	2,995	3,026	2,958
512301	Group Health Insurance Premium	18,877	20,594	17,766	7,543	7,258	8,087	7,150
512305	Dependant Health Ins Premium	5,043	0	0	0	0	0	0
512307	Health Reimbursement Account	5,029	5,661	6,673	2,000	1,000	2,000	2,000
512309	Employee Assistance Program	68	0	32	16	18	17	16
512400	Worker's Comp Insurance	4,821	3,404	3,694	3,045	2,425	2,669	2,604
512600	OPEB Accrued Expense	29	29	0	0	0	0	0
512700	Additional Compensation	3,123	0	0	250	0	0	0
<b>TOTAL PERSONAL SERVICES</b>		<b>216,084</b>	<b>141,500</b>	<b>122,346</b>	<b>73,409</b>	<b>69,110</b>	<b>73,304</b>	<b>69,888</b>
<b>OPERATING EXPENSES</b>								
533200	Audit Fees	1,140	1,229	1,002	1,002	1,002	1,136	1,136
533201	Admin Services provided by GF	45,500	45,000	72,425	93,485	93,485	90,896	116,866
533400	Other Contractual Services	5,898	7,002	20,090	15,961	17,500	17,500	17,500
533420	Pest/Weed Control/Mowing	900	1,404	525	2,050	2,000	3,075	3,075
534000	Travel and Per Diem	1,335	622	891	1,100	800	1,200	1,200
534101	Telephone	4,159	4,645	3,733	5,340	2,330	2,340	2,340
534105	Cellular Phone	598	426	580	600	610	600	600
534110	Internet Access	729	835	644	630	830	870	870
534120	Postage	75	67	123	62	100	100	100
534130	Express Mail	60	58	150	200	100	100	100
534310	Electric	26,342	26,019	25,023	27,000	24,000	24,000	24,000
534320	Water/Sewer	2,910	2,972	3,351	3,250	5,000	5,250	5,250
534420	Equipment Leases	0	186	301	1,000	1,000	1,000	1,000
534500	Insurance	24,821	38,135	43,915	44,000	45,341	43,444	43,444
534610	R & M Buildings	3,581	13,219	17,977	10,000	18,000	14,000	14,000
534620	R & M-Vehicles	1,711	5,110	2,696	2,500	1,000	2,500	2,500
534625	R & M - Lighting	309	3,547	2,798	6,200	6,000	6,200	6,200
534630	R & M-Office Equipment	25	0	21	0	200	300	300
534635	R & M - Security Systems	0	0	0	1,500	6,000	5,000	5,000
534640	R & M-Operating Equipment	17,198	17,767	29,403	22,500	22,000	22,500	22,500
534681	R & M-Fencing	7,772	464	734	4,000	1,000	4,000	1,500
534685	R & M-Grounds Maintenance	1,973	1,837	311	3,000	3,500	4,000	2,000
534687	R & M-Runways and Taxiways	0	933	254	2,500	2,500	3,600	2,000
534700	Printing and Binding	118	245	158	100	100	500	500
534800	Promotional Activities	365	500	0	2,000	2,000	2,500	1,179
534825	Advertising Expenditures	0	0	3,687	1,933	900	900	900
534920	Legal Ads	284	0	409	400	0	400	0

- Continued -

# CITY OF SEBASTIAN, FLORIDA 2020/2021 ANNUAL BUDGET

Account		FY 16/17	FY 17/18	FY 18/19	Amended		Dept	Proposed
Number	Description	Actual	Actual	Actual	FY 19/20	FY 19/20	FY 20/21	FY 20/21
					Budget	Projected	Request	Budget
535200	Departmental Supplies	2,151	2,771	2,287	1,988	2,500	2,028	2,028
535205	Bank Charges	2,481	3,134	354	0	0	0	0
535210	Computer Supplies	1,560	1,561	105	650	250	500	500
535230	Small Tools and Equipment	4,063	821	2,059	1,500	2,000	2,000	2,000
535260	Gas and Oil	7,696	9,031	7,642	7,000	7,500	7,000	7,000
535270	Uniforms & Shoes	520	511	508	520	600	624	624
535275	Safety Equipment	0	14	0	500	200	500	500
535410	Dues and Memberships	330	330	330	330	330	330	330
535420	Books and Publications	0	0	0	200	50	200	200
535450	Training and Education	925	445	445	650	650	800	800
535710	Non-Ad Valorem Tax	13,911	14,147	25,346	4,075	4,020	4,075	4,075
<b>TOTAL OPERATING EXPENSES:</b>		<b>181,442</b>	<b>204,988</b>	<b>270,276</b>	<b>269,726</b>	<b>275,398</b>	<b>275,968</b>	<b>294,117</b>
<b>CAPITAL OUTLAY:</b>								
606200	Buildings	0	0	21,700	0	0	0	0
606300	IOTB	4,826	0	0	26,300	11,000	0	0
606310	IOTB - Fencing	0	0	0	0	0	0	0
606400	Vehicles and Equipment	22,514	0	24,051	26,121	38,281	18,000	18,000
<b>TOTAL CAPITAL OUTLAY:</b>		<b>27,340</b>	<b>0</b>	<b>45,751</b>	<b>52,421</b>	<b>49,281</b>	<b>18,000</b>	<b>18,000</b>
<b>NON-OPERATING EXPENSES</b>								
820100	Aids to Private Organizations	0	0	0	0	0	0	0
707146	Principal - DST Fund Advance	0	0	0	0	0	0	0
707246	Interest - DST Fund Advance	24,500	19,452	21,824	30,500	30,500	30,500	30,500
909101	Interfund Trfr to General Fund	10,000	0	0	25,000	25,000	150,000	150,000
909545	Intrafund Trfr to AP Capital	0	0	63,321	0	0	0	0
909901	Contingency	69,586	132,077	0	123,318	105,520	0	0
<b>TOTAL NON-OPERATING EXPENSES</b>		<b>104,086</b>	<b>151,529</b>	<b>85,145</b>	<b>178,818</b>	<b>161,020</b>	<b>180,500</b>	<b>180,500</b>
<b>TOTAL AIRPORT ADMINISTRATION</b>		<b>528,952</b>	<b>498,017</b>	<b>523,518</b>	<b>574,374</b>	<b>554,809</b>	<b>547,772</b>	<b>562,505</b>

## CAPITAL OUTLAY SCHEDULE

### AIRPORT - TO BE FUNDED BY DISCRETIONARY SALES TAX

Description	EXPENDITURES PER FISCAL YEAR						TOTAL
	2020/21	2021/22	2022/23	2023/24	2024/25		
Construct Taxi Lane	\$ 24,963	\$ -	\$ -	\$ -	\$ -	\$ -	24,963
Establish Sewer Service	200,000	-	-	-	-	-	200,000
Construct Square Hangars	-	176,679	-	-	-	-	176,679
Economic Development Hangar	-	500,000	-	-	-	-	500,000
Rehab Taxiway Alpha Apron	-	58,000	-	-	-	-	58,000
Rehab Runway 05/23	-	-	110,000	-	-	-	110,000
Apron Reconstruction	-	-	-	30,000	-	-	30,000
	<b>\$ 224,963</b>	<b>\$ 734,679</b>	<b>\$ 110,000</b>	<b>\$ 30,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>1,099,642</b>



# CITY OF SEBASTIAN, FLORIDA 2020/2021 ANNUAL BUDGET

## BUILDING DEPARTMENT

The Building Department is an enterprise operation of the City. The major source of revenue is building permit fees. These have shown some growth over the past couple of years. Operating revenues are sufficient to cover necessary operation and maintenance expenses.

<u>Description</u>	<u>Amended</u>					
	<u>FY 16/17</u> <u>Actual</u>	<u>FY 17/18</u> <u>Actual</u>	<u>FY 18/19</u> <u>Actual</u>	<u>FY 19/20</u> <u>Budget</u>	<u>FY 19/20</u> <u>Projected</u>	<u>FY 20/21</u> <u>Budget</u>
Total Revenues and Transfers	\$ 786,994	\$ 946,905	\$ 887,800	\$ 841,337	\$ 925,967	\$ 919,738
Total Expenses	915,153	1,329,280	694,694	834,916	757,632	907,149
Change in Unrestricted Reserves	\$ (128,158)	\$ (382,375)	\$ 193,106	\$ 6,421	\$ 168,335	\$ 12,589

## BUILDING DEPARTMENT REVENUE

**Code: 480010**

The Fiscal Year 2020-2021 proposed budget for the Building Department fund revenue is \$ 919,738. This compares to the 2019-2020 projected Building Department fund revenue of \$ 925,967, a decrease of \$ 6,229 or -.7%.

<u>Description</u>	<u>Amended</u>						
	<u>FY 16/17</u> <u>Actual</u>	<u>FY 17/18</u> <u>Actual</u>	<u>FY 18/19</u> <u>Actual</u>	<u>FY 19/20</u> <u>Budget</u>	<u>FY 19/20</u> <u>Projected</u>	<u>FY 20/21</u> <u>Budget</u>	<u>Difference</u>
Operating revenue	\$ 740,564	\$ 909,279	\$ 862,650	\$ 789,200	\$ 874,000	\$ 862,450	\$ (11,550)
Non-operating revenues	46,431	37,626	25,150	52,137	51,967	57,288	5,321
Total revenues and other sources	\$ 786,994	\$ 946,905	\$ 887,800	\$ 841,337	\$ 925,967	\$ 919,738	\$ (6,229)

Fiscal Year 2020-2021 Proposed Budget:

Major Current Level Changes from Fiscal Year 2019-2020 Projected Revenue:

	<u>Difference</u>
1. <b>Operating revenue</b> - Slight decrease due to lower anticipated number of building permits.	\$ (11,550)
2. <b>Non-operating revenues</b> - Increase due to anticipated increase in interest.	\$ 5,321

# CITY OF SEBASTIAN, FLORIDA 2020/2021 ANNUAL BUDGET

## BUILDING DEPARTMENT REVENUE

Code: 480010

Account Number	Description	FY 16/17 Actual	FY 17/18 Actual	FY 18/19 Actual	Amended FY 19/20 Budget	FY 19/20 Projected	FY 20/21 Dept Request	Proposed FY 20/21 Budget
<b>OPERATING REVENUE</b>								
321050	Contractor License	12,275	13,323	12,392	13,000	12,500	13,000	13,000
321150	Contractor License - Penalties	2,895	2,423	4,670	3,000	2,600	2,800	2,800
322050	Building Permits	365,792	430,164	429,880	390,000	440,000	430,000	430,000
322052	Fire Special Events	0	0	180	0	2,200	2,500	2,500
322055	Roofing Permits	65,737	121,361	74,018	74,000	98,500	95,000	95,000
322065	Aluminum Structure	23,350	18,575	17,500	18,000	17,500	18,000	18,000
322070	Shed Permits	8,475	9,075	7,650	7,500	8,800	8,500	8,500
322075	Reinspection Fees	14,280	31,265	33,390	30,000	28,000	29,000	29,000
322100	Land Clearing Permits	11,550	14,850	15,025	0	0	0	0
322200	Electrical Permits	30,095	33,269	36,955	30,000	45,000	42,000	42,000
322225	Plumbing Permits	25,449	37,112	41,244	38,000	44,000	42,000	42,000
322230	Pool Permits	18,645	21,615	15,600	18,500	15,800	15,500	15,500
322240	Solar Permits	4,054	4,350	4,575	4,500	4,800	4,500	4,500
322250	Mechanical Permits	69,333	72,299	64,729	60,000	52,000	56,000	56,000
322300	Fencing Permits	21,825	21,375	19,800	19,000	21,500	21,500	21,500
322500	Sign Permits	2,595	2,685	1,395	2,000	2,900	2,200	2,200
322600	Expired Permit Fee	8,400	10,050	15,825	15,000	8,000	10,000	10,000
329400	Plan Checking Fees	39,625	45,228	43,651	43,000	42,600	43,000	43,000
329410	Fire Plan Review Fee	0	1,319	3,145	5,000	5,650	5,300	5,300
341920	Cert. Copying/Record Research	908	1,270	710	700	4,000	3,800	3,800
347556	County Facility Admin Fee	10,415	12,659	12,483	11,500	11,400	11,500	11,500
359000	Other Fines and Forfeitures	4,866	5,011	7,284	6,000	6,000	6,000	6,000
359100	Fire Violations	0	0	550	500	250	350	350
<b>TOTAL OPERATING REVENUE</b>		<b>740,564</b>	<b>909,279</b>	<b>862,650</b>	<b>789,200</b>	<b>874,000</b>	<b>862,450</b>	<b>862,450</b>
<b>OTHER NON-OPERATING REVENUE:</b>								
361100	Interest Income	3,797	8,598	10,605	9,000	7,500	10,000	10,000
361105	SBA Interest Earnings	5,704	2,243	4,524	2,670	4,000	6,822	6,822
364100	Sale of Fixed Assets	0	17,302	0	0	0	0	0
369400	Reimbursements	5,200	0	0	0	0	0	0
369900	Other Miscellaneous Revenue	2,186	2,365	1,417	2,100	2,100	2,100	2,100
381001	Transfer from General Fund	25,000	0	0	0	0	0	0
381410	Interfund Transfer from 410 GC	4,544	7,118	8,604	38,367	38,367	38,366	38,366
<b>TOTAL OTHER NON-OPERATING REVENUE</b>		<b>46,431</b>	<b>37,626</b>	<b>25,150</b>	<b>52,137</b>	<b>51,967</b>	<b>57,288</b>	<b>57,288</b>
<b>TOTAL BUILDING DEPARTMENT REVENUES</b>		<b>786,994</b>	<b>946,905</b>	<b>887,800</b>	<b>841,337</b>	<b>925,967</b>	<b>919,738</b>	<b>919,738</b>
<b>USE OF UNRESTRICTED RESERVES</b>		<b>128,159</b>	<b>392,751</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>TOTAL BUILDING DEPARTMENT SOURCES</b>		<b>915,153</b>	<b>1,339,656</b>	<b>887,800</b>	<b>841,337</b>	<b>925,967</b>	<b>919,738</b>	<b>919,738</b>

# **CITY OF SEBASTIAN, FLORIDA 2020/2021 ANNUAL BUDGET**

## **BUILDING DEPARTMENT**

The Building Department effectively and progressively promotes and provides professional plans review, permitting and inspection of building construction to ensure a safe built environment for the City of Sebastian. This is facilitated through the intake of permit requests for building and land improvements. The permit application and plans are tracked through plan review, fees are calculated and permits are issued when plans are fully approved. Field inspections are scheduled, performed and recorded daily. Upon completion of inspections, a Certificate of Occupancy is issued. The Building Department enforces all state and local codes that pertain to the construction industry including Fire Prevention and Protection.

Contractor licensing, checks and administers the registration of licensed contractors who work in the City of Sebastian. Licensees are sent annual renewal notices. Returned renewal notices are processed and licensees are sent new registrations.

Checks and administers business tax receipt requests for those who conduct business in the City of Sebastian. Business owners are sent annual renewal notices. Returned renewal notices are processed and new Business Tax Receipts are sent to business owners.

## **FISCAL YEAR 2020 ACCOMPLISHMENTS**

- ✓ Maintain timeliness and delivery of permitting services with a turnaround time of 10 days or less for most permits.
- ✓ Provided continuing education for employees to meet minimum state licensing requirements. Customer service training is ongoing.
- ✓ Compliance Engine program was implemented to be used by third party inspection companies of Engineered Fire and Life Safety Systems. This allows the monitoring of inspection results and timely issuance of correction notices for any reported deficiencies.
- ✓ On-line permits were created for certain permit types to allow submittals, reviews, payments and issuance of building permits through the customer portal.
- ✓ All Building Department web page information was updated for upcoming website changes.
- ✓ Implemented new strategies to continue operations during the COVID-19 pandemic. These included: on-line and e-mail permitting, drop box, on-line payments and video inspections for occupied buildings.
- ✓ Continued to enforce state laws and city ordinances regarding unlicensed contractor activity and willful code violations.

## **FISCAL YEAR 2021 GOALS AND OBJECTIVES**

- Continue to maintain timeliness and delivery of permitting services with a turnaround time of 10 days or less for most reviews.
- Provide building and fire code related continuing education to satisfy minimum state licensing requirements and provide ongoing customer service training.
- Continue to implement new on-line permit types to be available for on-line permit submittals through MyGovernmentOnline building department software.
- Remodel front counter to provide accessible seating and a better work environment.
- Continue to enforce state laws and city ordinances related to construction industry, unlicensed contractor activity and code violations.
- Continue to scan completed permits and business tax receipts for safe record keeping.

# CITY OF SEBASTIAN, FLORIDA 2020/2021 ANNUAL BUDGET

## PERFORMANCE MEASURES

Performance Indicators	Actual 2016/2017	Actual 2017/2018	Actual 2018/2019	Projected 2019/2020	Projected 2020/2021
Residential permits issued	196	243	324	230	375
Commercial permits issued	55	29	41	34	38
Other permits issued	3,718	4,691	3,530	4,400	3,600
Total number of inspections	13,223	18,960	10,657	18,000	13,000
Total number of reinspections	1,781	2,760	2,279	2,650	2,300
Number of Professional licenses processed	340	379	363	370	330
Expired permits processed	114	134	211	141	150
Business Tax Receipts processed and issued	1113	1103	1140	1150	1290

## BUILDING DEPARTMENT PROGRAM BUDGET DESCRIPTION

STAFFING		NATURE OF ACTIVITY
19/20	20/21	
8.00%	8.00%	<b>Administration</b> - The Director supervises the enforcement of all Florida Building Codes, including Sebastian City and Land Development Codes related to construction. Courtesy inspections are performed as needed. Reviews commercial plan review and projects that include Mechanical, Electrical or Plumbing details. Approval of all department expenditures and prepares the annual budget.
25.00%	25.00%	<b>Permitting</b> - Accepts permit applications, calculates fees, issuance of permits, scheduling of inspections, closing out permits when completed, prepares certificates of occupancy for signature, and answers questions concerning building permits.
16.00%	16.00%	<b>Plan Review</b> - Performs plan review of all permit applications and building plans for code approval, including structural, electrical, plumbing and mechanical. Also includes the review of all zoning on residential building applications. Answers code questions for builders and general public related to plan review.
38.00%	38.00%	<b>Building and Alteration Inspection</b> - On-site inspections for commercial and residential, including structural, electrical, plumbing, and mechanical. Post inspections into computer database daily. Answer code questions for builders and general public related to inspections.
3.00%	3.00%	<b>Contractor Licensing</b> - Accepts contractor license application for registration and calculates fees. Review applicants for applicable insurance and workman's comp. coverages. Review letters of reciprocity. Process annual re-newal notices and issues new registrations. Check permit applications for properly licensed and insured contractors.
5.00%	5.00%	<b>Business Tax Receipts</b> - Accepts applications for Business Tax Receipt from business owners. Reviews applications for acceptance. Verify professional licenses and fictitious/corporation names. Process annual re-newal notices and issues new Business Tax Receipts.
3.00%	3.00%	<b>Safety</b> - Annual inspections on businesses as required by NFPA and following up on expired permits and unsafe structures.
2.00%	2.00%	<b>Records Retention</b> - Scanning plans to laserfiche for permanent record keeping
100.00%	100.00%	

# CITY OF SEBASTIAN, FLORIDA 2020/2021 ANNUAL BUDGET

## BUILDING DEPARTMENT BUDGET SUMMARY

The Fiscal Year 2020-2021 proposed budget for the Building Department, excluding budgeted contingency is \$ 907,149. This compares to the projected FY 2019 2020 expenses of \$ 757,632, an increase of \$ 149,517, or 19.7%.

	FY 16/17	FY 17/18	FY 18/19	Amended FY 19/20	FY 19/20	FY 20/21	
	Actual	Actual	Actual	Budget	Projected	Budget	Difference
Personal Services	\$ 454,375	\$ 531,760	\$ 593,833	\$ 656,691	\$ 612,647	\$ 733,076	\$ 120,429
Operating Expenses	117,477	104,038	100,861	155,652	122,412	150,073	\$ 27,661
Capital Outlay	-	18,108	-	22,573	22,573	24,000	\$ 1,427
Transfers	343,300	675,374	-	-	-	-	\$ -
Contingency	-	-	-	6,421	168,335	12,589	\$ (155,746)
Total	\$ 915,153	\$ 1,329,280	\$ 694,694	\$ 841,337	\$ 925,967	\$ 919,738	\$ (6,229)

Fiscal Year 2020-21 Proposed Budget:

Major Current Level Changes from Fiscal Year 2019-20 Projected Expenses

	Difference
1. <b>Personal Services</b> - Increase due to adding one new position and having two positions vacant most of the prior year.	\$ 120,429
2. <b>Operating Expenses</b> - Increase due primarily to increase in permitting software, trainings, and new code publications.	\$ 27,661
3. <b>Capital Outlays</b> - Increase due to renovations needed for front counter area.	\$ 1,427
4. <b>Transfers</b> - No change.	\$ -

## PERSONAL SERVICES SCHEDULE

BUILDING DEPARTMENT		FULL TIME EQUIVALENTS				Projected	Budget
POSITION	PAY RANGE	18/19	19/20	Amended 19/20	20/21	Expense 19/20	20/21
Building Official	64,487 / 116,076	1.00	1.00	1.00	1.00	\$ 125,880	\$ 125,500
Deputy Building Official	60,742 / 109,336	0.00	1.00	1.00	1.00	86,500	85,500
Plans Examiner	48,439 / 87,190	1.00	0.00	0.00	0.00	-	-
Chief Building Inspector	47,028 / 84,651	1.00	1.00	1.00	1.00	72,200	71,000
Building Inspector II	36,829 / 66,292	0.00	1.00	1.00	1.00	8,655	45,000
Building Inspector I	35,730 / 64,314	2.00	1.00	1.00	1.00	51,835	51,500
Administrative Assistant	30,821 / 55,478	0.00	0.00	0.00	1.00	-	31,000
Local Business Tax Specialist	29,052 / 52,293	1.00	1.00	1.00	1.00	63,200	60,500
Permitting Technician	29,052 / 52,293	1.00	1.00	1.00	1.00	33,435	33,000
Fire Inspector P/T	\$ 25.62/hr	0.00	0.00	0.50	0.50	3,000	13,000
Clerical Assistant I P/T	\$ 13.24/hr	0.50	0.50	0.50	0.50	15,500	16,000
		7.50	7.50	8.00	9.00		
<b>TOTAL SALARIES</b>						\$ 460,205	\$ 532,000
Overtime						1,200	2,500
FICA Taxes						34,600	40,944
Clothing Allowance						570	720
Deferred Compensation						39,590	45,722
Group Health Insurance Premium						54,586	80,215
Health Reimbursement Account						14,850	21,000
Employee Assistance Program						95	127
Worker's Comp Insurance						6,951	9,848
Additional Compensation						-	-
Total Personal Services						\$ 612,647	\$ 733,076

## CAPITAL OUTLAY SCHEDULE

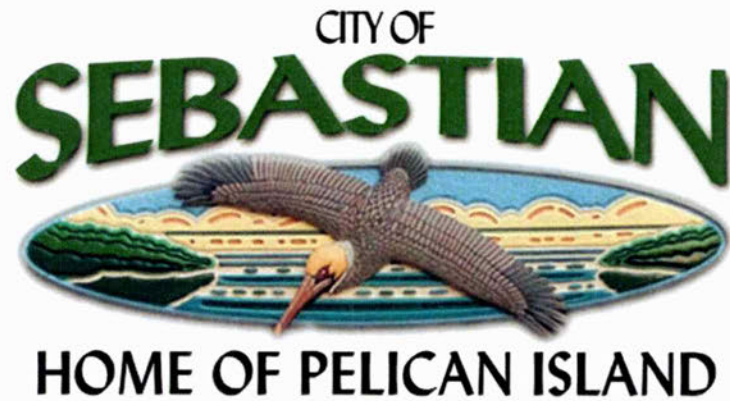
BUILDING DEPARTMENT						
	EXPENDITURES PER FISCAL YEAR					
<u>Description</u>	<u>2020/21</u>	<u>2021/22</u>	<u>2022/23</u>	<u>2023/24</u>	<u>2024/25</u>	<u>TOTAL</u>
Front Counter Renovations	\$ 24,000	\$ -	\$ -	\$ -	\$ -	\$ 24,000
	\$ 24,000	\$ -	\$ -	\$ -	\$ -	\$ 24,000

# CITY OF SEBASTIAN, FLORIDA 2020/2021 ANNUAL BUDGET

## BUILDING DEPARTMENT

Code: 480110

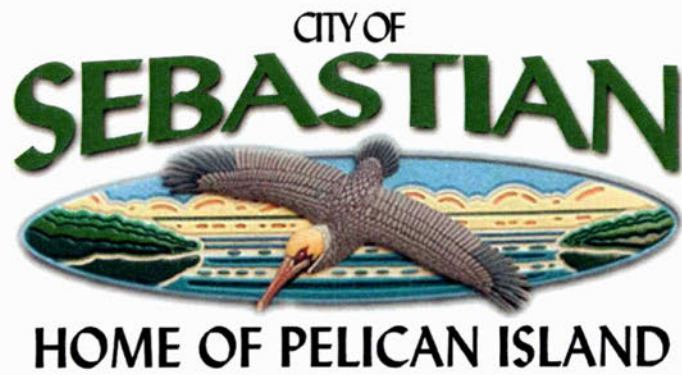
Account Number	Description	FY 16/17 Actual	FY 17/18 Actual	FY 18/19 Actual	Amended FY 19/20 Budget	FY 19/20 Projected	FY 20/21 Dept Request	Proposed FY 20/21 Budget
<b>PERSONAL SERVICES</b>								
511200	Regular Salaries	332,340	392,389	444,182	471,770	460,205	545,500	532,000
511300	Temporary Salaries	4,600	0	0	0	0	0	0
511400	Overtime	8,993	7,016	5,124	2,500	1,200	2,500	2,500
512100	FICA Taxes	25,271	29,300	32,129	36,767	34,600	41,977	40,944
512215	Clothing Allowance	240	350	360	480	570	720	720
512225	Deferred Compensation	29,676	34,665	37,572	41,977	39,590	46,847	45,722
512301	Group Health Insurance Premium	25,394	47,775	52,899	73,607	54,586	90,122	80,215
512305	Dependant Health Ins Premium	13,264	0	0	0	0	0	0
512307	Health Reimbursement Account	8,178	13,157	12,085	20,000	14,850	21,000	21,000
512309	Employee Assistance Program	116	0	95	111	95	139	127
512400	Worker's Comp Insurance	6,139	7,010	9,386	8,729	6,951	10,092	9,848
512600	OPEB Accrued Expense	97	97	0	0	0	0	0
512700	Additional Compensation	67	0	0	750	0	0	0
<b>TOTAL PERSONAL SERVICES</b>		<b>454,375</b>	<b>531,760</b>	<b>593,833</b>	<b>656,691</b>	<b>612,647</b>	<b>758,897</b>	<b>733,076</b>
<b>OPERATING EXPENSES</b>								
533200	Audit Fees	760	921	1,554	1,554	1,554	1,974	1,974
533201	Administrative Services Provided by GF	65,000	43,000	45,150	49,665	49,665	54,632	54,632
533400	Other Contractual Services	7,250	7,409	14,634	30,680	13,000	17,500	17,500
534000	Travel and Per Diem	775	1,450	885	1,350	900	1,400	1,400
534101	Telephone	373	404	408	420	420	420	420
534105	Cellular Telephone	1,757	1,986	2,289	2,940	2,500	2,880	2,880
534110	Internet Services	1,918	2,593	1,703	2,220	1,732	2,165	2,165
534120	Postage	1,135	1,184	1,328	850	950	1,000	1,000
534310	Electric	3,049	3,109	3,083	3,300	3,100	3,100	3,100
534320	Water / Sewer	275	278	283	300	300	315	315
534420	Equipment Leases	1,429	1,404	1,391	1,450	2,250	2,472	2,472
534500	Insurance	6,743	7,025	6,081	8,083	8,546	8,545	8,545
534620	R & M-Vehicles	1,002	3,644	3,167	5,000	2,000	5,000	5,000
534630	R & M - Office Equipment	15,079	15,249	9,418	32,500	24,350	32,250	32,250
534910	Clerk of Court Filing Fees	63	97	46	60	50	60	60
534920	Legal Ads	0	251	0	0	0	0	0
535200	Departmental Supplies	1,610	1,744	1,252	1,400	1,400	1,500	1,500
535210	Computer Supplies	2,357	197	826	3,985	2,000	2,460	2,460
535230	Small Tools and Equipment	363	131	194	200	150	450	450
535260	Gas and Oil	3,426	5,174	4,912	4,800	4,750	4,900	4,900
535270	Uniforms and Shoes	574	354	405	545	545	600	600
535275	Safety Equipment	0	0	0	50	0	50	50
535410	Dues and Memberships	1,103	823	790	1,000	750	1,000	1,000
535420	Books and Publications	271	3,422	0	1,000	300	3,000	3,000
535450	Training and Education	1,167	2,189	1,062	2,300	1,200	2,400	2,400
<b>TOTAL OPERATING EXPENSES</b>		<b>117,477</b>	<b>104,038</b>	<b>100,861</b>	<b>155,652</b>	<b>122,412</b>	<b>150,073</b>	<b>150,073</b>
<b>CAPITAL OUTLAY</b>								
606100	Land	0	0	0	0	0	0	0
606200	Buildings	0	0	0	0	0	24,000	24,000
606400	Vehicles and Equipment	0	18,108	0	22,573	22,573	0	0
<b>TOTAL CAPITAL OUTLAY</b>		<b>0</b>	<b>18,108</b>	<b>0</b>	<b>22,573</b>	<b>22,573</b>	<b>24,000</b>	<b>24,000</b>
<b>NON-OPERATING EXPENSES</b>								
132947	Advance to GC Fund	343,300	675,374	0	0	0	0	0
909101	Transfer to General Fund	0	0	0	0	0	0	0
909131	Transfer to Fund 310	0	0	0	0	0	0	0
909901	Contingency	0	0	0	6,421	168,335	0	12,589
<b>TOTAL NON-OPERATING EXPENSES</b>		<b>343,300</b>	<b>675,374</b>	<b>0</b>	<b>6,421</b>	<b>168,335</b>	<b>0</b>	<b>12,589</b>
<b>TOTAL BUILDING DEPARTMENT</b>		<b>915,153</b>	<b>1,329,280</b>	<b>694,694</b>	<b>841,337</b>	<b>925,967</b>	<b>932,970</b>	<b>919,738</b>



CITY OF SEBASTIAN, FLORIDA  
ANNUAL BUDGET  
FISCAL YEAR 2021-2026

***CAPITAL IMPROVEMENT  
PROGRAM***

**Draft as of June 24, 2020**



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**CITY OF SEBASTIAN, FLORIDA**  
**FISCAL YEAR 2021-2026**  
**SUMMARY OF CAPITAL PURCHASES AND IMPROVEMENTS**

<u>List of Projects</u>	<u>FY 2020-21</u>	<u>FY 2021-22</u>	<u>FY 2022-23</u>	<u>FY 2023-24</u>	<u>FY 2024-25</u>	<u>FY 2025-26</u>	<u>Totals</u>
<b>General Government</b>							
Blueprint - Survey Storage	2,310	-	-	-	-	-	2,310
Server/Host Update	43,195	43,195	43,195	43,195	-	-	172,780
City Wide Computers	35,000	45,000	35,000	45,000	35,000	45,000	240,000
Audio Visual Equipment	75,000	-	-	-	-	-	75,000
COStv Equipment	10,000	10,000	10,000	10,000	10,000	10,000	60,000
Phone System	100,000	-	-	-	-	-	100,000
Network Infrastructure	39,000	30,000	30,000	30,000	30,000	30,000	189,000
Over-the-Air Connections	-	10,000	20,000	-	-	-	30,000
Core and Remote Switches	-	-	-	25,000	20,000	-	45,000
<b>Police Department</b>							
COPE Vehicles Graphic Wrap	5,000	-	-	-	-	-	5,000
Police Vehicles	373,500	300,000	305,000	310,000	315,000	320,000	1,923,500
Police Road Patrol Equipment	25,000	56,000	32,500	20,000	36,000	39,500	209,000
Police Investigations Equipment	10,600	-	-	-	-	-	10,600
<b>Community Development</b>							
Harrison Street Park Plaza	270,000	250,000	-	-	-	-	520,000
N. Central Avenue Event Plaza	40,000	250,000	250,000	-	-	-	540,000
Working Waterfront Landscaping	45,000	-	-	-	-	-	45,000
Tree Protection Plan	135,000	135,000	-	-	-	-	270,000
Sustainable Sebastian	16,500	-	-	-	-	-	16,500
Septic to Sewer	-	200,000	-	200,000	-	200,000	600,000
<b>Roads Department</b>							
School Zone Lights	46,510	-	-	-	-	-	46,510
Update City Street Signs	81,000	-	-	-	-	-	81,000
Street Repaving	400,000	600,000	600,000	600,000	600,000	600,000	3,400,000
Street Reconstruction	500,000	-	-	-	-	-	500,000
Sidewalk Replacement	100,000	100,000	100,000	100,000	100,000	100,000	600,000
Roads Division Equipment	48,400	-	-	-	-	-	48,400
Roads Division Heavy Equipment	130,000	165,000	85,000	-	-	-	380,000
<b>Public Facilities Department</b>							
Public Facilities Compound	-	1,250,000	1,250,000	1,000,000	-	-	3,500,000
Fleet Division Equipment	2,800	9,880	4,800	-	-	-	17,480
Cemetery Equipment	19,500	-	-	-	14,000	-	33,500
Cemetery Grounds Improvements	20,000	20,000	40,000	-	-	-	80,000
Cemetery Driveway Resurfacing	15,000	-	-	-	-	-	15,000
Cemetery Columbarium Niches	45,000	45,000	-	-	-	-	90,000
Bench Seats and Monuments	20,000	-	-	-	-	-	20,000
Facility Maintenance Equipment	13,500	40,000	-	-	-	-	53,500
Facility Maintenance Vehicles	65,000	-	-	-	-	-	65,000
Facility Maintenance Repairs	6,800	-	-	-	-	-	6,800
<b>Leisure Services Department</b>							
Facility Repairs	-	18,300	-	-	-	-	18,300
Maintenance Equipment	29,000	13,000	-	14,000	-	-	56,000
Park Identification Signage	30,000	30,000	-	-	-	-	60,000
Barber Street Baseball Dugouts	40,000	-	-	-	-	-	40,000
Barber Street Fencing	75,000	-	-	-	-	-	75,000
Parks Division Vehicles	34,000	-	34,000	34,000	34,000	-	136,000
Playground Improvements	40,000	40,000	40,000	110,000	40,000	80,000	350,000
Park Improvements	20,000	20,000	20,000	20,000	20,000	20,000	120,000
Barber St. Lightning System	24,000	-	-	-	-	-	24,000
<b>Stormwater Department</b>							
Stormwater Master Plan	200,000	-	-	-	-	-	200,000
Stormwater Equipment	77,050	3,100	55,000	58,000	-	-	193,150
Stormwater Heavy Equipment	165,000	-	-	225,000	-	-	390,000
Slip Lining	100,000	100,000	100,000	100,000	100,000	100,000	600,000
Swale/Driveway/Culvert Repairs	100,000	100,000	100,000	100,000	100,000	100,000	600,000
Canal Restoration	500,000	500,000	500,000	500,000	500,000	500,000	3,000,000
Concha Dam Repairs	-	800,000	-	-	-	-	800,000
Tulip Drive Crossing	-	-	250,000	-	-	-	250,000
Bayfront Road Crossing	-	-	-	250,000	-	-	250,000
Ocean Cove Drainage	-	-	-	-	350,000	-	350,000
<b>Golf Course Fund</b>							
Driving Range Equipment	-	5,290	-	-	-	-	5,290
Irrigation Software Upgrade	14,000	-	-	-	-	-	14,000
<b>Airport Fund</b>							
Construct Taxi Lane	569,264	-	-	-	-	-	569,264
Construction of Square Hangars	-	885,282	-	-	-	-	885,282
Establish Sewer Service	1,000,000	-	-	-	-	-	1,000,000
Economic Development Hangar	-	1,000,000	-	-	-	-	1,000,000
Rehab Taxiway Alpha Apron	-	290,000	-	-	-	-	290,000
Rehab Runway 05/23	-	-	2,200,000	-	-	-	2,200,000
Apron Reconstruction	-	-	-	150,000	-	-	150,000
<b>Building Fund</b>							
Front Counter Renovations	24,000	-	-	-	-	-	24,000
<b>Totals</b>	<b>\$ 5,779,929</b>	<b>\$ 7,364,047</b>	<b>\$ 6,104,495</b>	<b>\$ 3,944,195</b>	<b>\$ 2,304,000</b>	<b>\$ 2,144,500</b>	<b>\$ 27,641,166</b>

**CITY OF SEBASTIAN, FLORIDA**  
**FISCAL YEAR 2021-26 CAPITAL IMPROVEMENT PROGRAM**  
**BY FUNDING SOURCE**

	General	Local		Community	Recreation						
	Fund	Option	DST	Redevelopmen	Impact	Stormwater	Grants/	Golf	Cemetery	Building	Total
		Gas Tax		Agency	Fees	Fund	Bank Note	Fund	Trust		
<b><u>FISCAL YEAR 2020/2021</u></b>											
<b>General Government</b>											
Blueprint - Survey Storage	2,310										2,310
Server/Host Update			43,195								43,195
City Wide Computers			35,000								35,000
Audio Visual Equipment			75,000								75,000
COStv Equipment			10,000								10,000
Phone System			100,000								100,000
Network Infrastructure			39,000								39,000
<b>Police Department</b>											
COPE Vehicles Graphic Wrap	5,000										5,000
Police Vehicles			373,500								373,500
Police Road Patrol Equipment	25,000										25,000
Police Investigations Equipment	10,600										10,600
<b>Community Development</b>											
Harrison Street Park Plaza			270,000								270,000
N. Central Avenue Event Plaza			40,000								40,000
Working Waterfront Landscaping				45,000							45,000
Tree Protection Plan			135,000								135,000
Sustainable Sebastian	16,500										16,500
<b>Roads Department</b>											
School Zone Lights		46,510									46,510
Update City Street Signs		81,000									81,000
Street Repaving		400,000									400,000
Street Reconstruction			500,000								500,000
Sidewalk Replacement		100,000									100,000
Roads Division Equipment	48,400										48,400
Roads Division Heavy Equipment		130,000									130,000
<b>Public Facilities Department</b>											
Fleet Division Equipment	2,800										2,800
Cemetery Equipment									19,500		19,500
Cemetery Grounds Improvements									20,000		20,000
Cemetery Driveway Resurfacing									15,000		15,000
Cemetery Columbarium Niches									45,000		45,000
Bench Seats and Monuments	20,000										20,000
Facility Maintenance Equipment	13,500										13,500
Facility Maintenance Vehicles			65,000								65,000
Facility Maintenance Repairs	6,800										6,800
<b>Leisure Services Department</b>											
Maintenance Equipment	29,000										29,000
Park Identification Signage					30,000						30,000
Barber Street Baseball Dugouts					40,000						40,000
Barber Street Fencing					75,000						75,000
Parks Division Vehicles	34,000										34,000
Playground Improvements					40,000						40,000
Park Improvements					20,000						20,000
Barber St. Lightning System			24,000								24,000
<b>Stormwater</b>											
Stormwater Master Plan						200,000					200,000
Stormwater Equipment						77,050					77,050
Stormwater Heavy Equipment						165,000					165,000
Slip Lining			100,000								100,000
Swale/Driveway/Culvert Repairs						100,000					100,000
Canal Restoration			500,000								500,000
<b>Golf Course</b>											
Irrigation Software Upgrade								14,000			14,000
<b>Airport</b>											
Construct Taxi Lane			24,963				544,301				569,264
Establish Sewer Service			200,000				800,000				1,000,000
<b>Building</b>											
Front Counter Renovations										24,000	24,000
<b>Total FY 2020/2021</b>	<b>\$ 213,910</b>	<b>\$ 757,510</b>	<b>\$ 2,534,658</b>	<b>\$ 45,000</b>	<b>\$ 205,000</b>	<b>\$ 542,050</b>	<b>\$ 1,344,301</b>	<b>\$ 14,000</b>	<b>\$ 99,500</b>	<b>\$ 24,000</b>	<b>\$ 5,779,929</b>

**CITY OF SEBASTIAN, FLORIDA  
FISCAL YEAR 2021-26 CAPITAL IMPROVEMENT PROGRAM  
BY FUNDING SOURCE**

	General	Local		Community	Recreation						
	Fund	Option	DST	Redevelopmen	Impact	Stormwater	Grants/	Golf	Cemetery		Total
		Gas Tax		Agency	Fees	Fund	Bank Note	Course	Trust	Building	
<b><u>FISCAL YEAR 2021/2022</u></b>											
<b>General Government</b>											
Server/Host Update			43,195								43,195
City Wide Computers			45,000								45,000
COSTv Equipment			10,000								10,000
Network Infrastructure			30,000								30,000
Over-the-Air Connections			10,000								10,000
<b>Police Department</b>											
Police Vehicles			300,000								300,000
Police Road Patrol Equipment	56,000										56,000
<b>Community Development</b>											
Harrison Street Park Plaza			250,000								250,000
N. Central Avenue Event Plaza			250,000								250,000
Tree Protection Plan			135,000								135,000
Septic to Sewer				100,000			100,000				200,000
<b>Roads Department</b>											
Street Repaving		600,000									600,000
Sidewalk Replacement		100,000									100,000
Roads Division Heavy Equipment		165,000									165,000
<b>Public Facilities Department</b>											
Public Facilities Compound			1,250,000								1,250,000
Fleet Division Equipment	9,880										9,880
Cemetery Grounds Improvements									20,000		20,000
Cemetery Columbarium Niches									45,000		45,000
Facility Maintenance Equipment	40,000										40,000
<b>Leisure Services Department</b>											
Facility Repairs	18,300										18,300
Maintenance Equipment	13,000										13,000
Park Identification Signage					30,000						30,000
Playground Improvements					40,000						40,000
Park Improvements					20,000						20,000
<b>Stormwater</b>											
Stormwater Equipment						3,100					3,100
Slip Lining			100,000								100,000
Swale/Driveway/Culvert Repairs						100,000					100,000
Canal Restoration			500,000								500,000
Concha Dam Repairs						800,000					800,000
<b>Golf Course</b>											
Driving Range Equipment								5,290			5,290
<b>Airport</b>											
Construction of Square Hangars			176,679				708,603				885,282
Economic Development Hangar			500,000				500,000				1,000,000
Rehab Taxiway Alpha Apron			58,000				232,000				290,000
<b>Total FY 2021/2022</b>	<b>\$ 137,180</b>	<b>\$ 865,000</b>	<b>\$ 3,657,874</b>	<b>\$ 100,000</b>	<b>\$ 90,000</b>	<b>\$ 903,100</b>	<b>\$ 1,540,603</b>	<b>\$ 5,290</b>	<b>\$ 65,000</b>	<b>\$ -</b>	<b>\$ 7,364,047</b>

**CITY OF SEBASTIAN, FLORIDA  
FISCAL YEAR 2021-26 CAPITAL IMPROVEMENT PROGRAM  
BY FUNDING SOURCE**

	General Fund	Local Option Gas Tax	DST	Community Redevelopment Agency	Recreation Impact Fees	Stormwater Fund	Grants/ Bank Note	Golf Fund	Cemetery Trust	Building	Total
<b><u>FISCAL YEAR 2022/2023</u></b>											
<b>General Government</b>											
Server/Host Update			43,195								43,195
City Wide Computers			35,000								35,000
COSiv Equipment			10,000								10,000
Network Infrastructure			30,000								30,000
Over-the-Air Connections			20,000								20,000
<b>Police Department</b>											
Police Vehicles			305,000								305,000
Police Road Patrol Equipment	32,500										32,500
<b>Community Development</b>											
N. Central Avenue Event Plaza			250,000								250,000
<b>Roads Department</b>											
Street Repaving		600,000									600,000
Sidewalk Replacement		100,000									100,000
Roads Division Heavy Equipment		85,000									85,000
<b>Public Facilities Department</b>											
Public Facilities Compound			1,250,000								1,250,000
Fleet Division Equipment	4,800										4,800
Cemetery Grounds Improvements									40,000		40,000
<b>Leisure Services Department</b>											
Parks Division Vehicles	34,000										34,000
Playground Improvements					40,000						40,000
Park Improvements					20,000						20,000
<b>Stormwater</b>											
Stormwater Equipment						55,000					55,000
Slip Lining			100,000								100,000
Swale/Driveway/Culvert Repairs						100,000					100,000
Canal Restoration			500,000								500,000
Tulip Drive Crossing						250,000					250,000
<b>Airport</b>											
Rehab Runway 05/23			110,000				2,090,000				2,200,000
<b>Total FY 2022/2023</b>	<b>\$ 71,300</b>	<b>\$ 785,000</b>	<b>\$ 2,653,195</b>	<b>\$ -</b>	<b>\$ 60,000</b>	<b>\$ 405,000</b>	<b>\$ 2,090,000</b>	<b>\$ -</b>	<b>\$ 40,000</b>	<b>\$ -</b>	<b>\$ 6,104,495</b>

**CITY OF SEBASTIAN, FLORIDA**  
**FISCAL YEAR 2021-26 CAPITAL IMPROVEMENT PROGRAM**  
**BY FUNDING SOURCE**

	General	Local		Community	Recreation						
	Fund	Option		Redevelopment	Impact	Stormwater	Grants/	Golf	Cemetery		Total
	Fund	Gas Tax	DST	Agency	Fees	Fund	Bank Note	Fund	Trust	Building	
<b><u>FISCAL YEAR 2023/2024</u></b>											
<b>General Government</b>											
Server/Host Update			43,195								43,195
City Wide Computers			45,000								45,000
COSTv Equipment			10,000								10,000
Network Infrastructure			30,000								30,000
Core and Remote Switches			25,000								25,000
<b>Police Department</b>											
Police Vehicles			310,000								310,000
Police Road Patrol Equipment	20,000										20,000
<b>Community Development</b>											
Septic to Sewer				100,000			100,000				200,000
<b>Roads Department</b>											
Street Repaving		600,000									600,000
Sidewalk Replacement		100,000									100,000
<b>Public Facilities Department</b>											
Public Facilities Compound			\$1,000,000								1,000,000
<b>Leisure Services Department</b>											
Maintenance Equipment	14,000										14,000
Parks Division Vehicles	34,000										34,000
Playground Improvements					110,000						110,000
Park Improvements					20,000						20,000
<b>Stormwater</b>											
Stormwater Equipment						58,000					58,000
Stormwater Heavy Equipment						225,000					225,000
Slip Lining			100,000								100,000
Swale/Driveway/Culvert Repairs						100,000					100,000
Canal Restoration			500,000								500,000
Bayfront Road Crossing						250,000					250,000
<b>Airport</b>											
Apron Reconstruction			30,000				120,000				150,000
<b>Total FY 2023/2024</b>	<b>\$ 68,000</b>	<b>\$ 700,000</b>	<b>\$ 2,093,195</b>	<b>\$ 100,000</b>	<b>\$ 130,000</b>	<b>\$ 633,000</b>	<b>\$ 220,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 3,944,195</b>

**CITY OF SEBASTIAN, FLORIDA**  
**FISCAL YEAR 2021-26 CAPITAL IMPROVEMENT PROGRAM**  
**BY FUNDING SOURCE**

	General	Local		Community	Recreation							
	Fund	Option	DST	Redevelopment	Impact	Stormwater	Grants/	Golf	Cemetery	Building	Total	
<b><u>FISCAL YEAR 2024/2025</u></b>		<u>Gas Tax</u>		<u>Agency</u>	<u>Fees</u>	<u>Fund</u>	<u>Bank Note</u>	<u>Fund</u>	<u>Trust</u>			
<b>General Government</b>												
City Wide Computers			35,000								35,000	
COStv Equipment			10,000								10,000	
Network Infrastructure			30,000								30,000	
Core and Remote Switches			20,000								20,000	
<b>Police Department</b>												
Police Vehicles			315,000								315,000	
Police Road Patrol Equipment	36,000										36,000	
<b>Roads Department</b>												
Street Repaving		600,000									600,000	
Sidewalk Replacement		100,000									100,000	
<b>Public Facilities Department</b>												
Cemetery Equipment									14,000		14,000	
<b>Leisure Services Department</b>												
Parks Division Vehicles	34,000										34,000	
Playground Improvements					40,000						40,000	
Park Improvements					20,000						20,000	
<b>Stormwater</b>												
Slip Lining			100,000								100,000	
Swale/Driveway/Culvert Repairs						100,000					100,000	
Canal Restoration			500,000								500,000	
Ocean Cove Drainage						350,000					350,000	
<b>Total FY 2024/2025</b>	<b>\$ 70,000</b>	<b>\$ 700,000</b>	<b>\$ 1,010,000</b>	<b>\$ -</b>	<b>\$ 60,000</b>	<b>\$ 450,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 14,000</b>	<b>\$ -</b>	<b>\$ 2,304,000</b>	

**CITY OF SEBASTIAN, FLORIDA**  
**FISCAL YEAR 2021-26 CAPITAL IMPROVEMENT PROGRAM**  
**BY FUNDING SOURCE**

	<u>General</u>	<u>Local</u>		<u>Community</u>	<u>Recreation</u>							
	<u>Fund</u>	<u>Option</u>	<u>DST</u>	<u>Redevelopmen</u>	<u>Impact</u>	<u>Stormwater</u>	<u>Grants/</u>	<u>Golf</u>	<u>Cemetery</u>	<u>Building</u>	<u>Total</u>	
<b><u>FISCAL YEAR 2025/2026</u></b>		<u>Gas Tax</u>		<u>Agency</u>	<u>Fees</u>	<u>Fund</u>	<u>Bank Note</u>	<u>Fund</u>	<u>Trust</u>			
<b>General Government</b>												
City Wide Computers			45,000								45,000	
COSiv Equipment			10,000								10,000	
Network Infrastructure			30,000								30,000	
<b>Police Department</b>												
Police Vehicles			320,000								320,000	
Police Road Patrol Equipment	39,500										39,500	
<b>Community Development</b>												
Septic to Sewer				100,000			100,000				200,000	
<b>Roads Department</b>												
Street Repaving		600,000									600,000	
Sidewalk Replacement		100,000									100,000	
<b>Leisure Services Department</b>												
Playground Improvements					80,000						80,000	
Park Improvements					20,000						20,000	
<b>Stormwater</b>												
Slip Lining			100,000								100,000	
Swale/Driveway/Culvert Repairs						100,000					100,000	
Canal Restoration			500,000								500,000	
<b>Total FY 2025/2026</b>	<b>\$ 39,500</b>	<b>\$ 700,000</b>	<b>\$ 1,005,000</b>	<b>\$ 100,000</b>	<b>\$ 100,000</b>	<b>\$ 100,000</b>	<b>\$ 100,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 2,144,500</b>	
<b>Grand Total</b>	<b>\$ 599,890</b>	<b>\$ 4,507,510</b>	<b>\$ 12,953,922</b>	<b>\$ 345,000</b>	<b>\$ 645,000</b>	<b>\$ 3,033,150</b>	<b>\$ 5,294,904</b>	<b>\$ 19,290</b>	<b>\$ 218,500</b>	<b>\$ 24,000</b>	<b>\$ 27,641,166</b>	

**CITY OF SEBASTIAN, FLORIDA**  
**FISCAL YEAR 2021-2026**  
**CAPITAL IMPROVEMENT PROJECT REQUEST AND JUSTIFICATION FORM**

**GENERAL GOVERNMENT - CITY CLERK**

<b>Project Name:</b>	Blueprint - Survey Storage	<b>Project Description:</b>					
<b>Funding Source:</b>	General Fund	Purchase Shelving for storage of blueprints and survey documents.					
<b>Justification:</b>	Currently the documents are being stored in bankers boxes at a slant and pushing out the bankers boxes on the opposite side. The shelving will allow us to categorize certain facilities and land development projects. Long term storage can be electronic <u>after</u> constant review is no longer needed.						
<b>Project Costs:</b>						Project	
	<u>FY 20-21</u>	<u>FY 21-22</u>	<u>FY 22-23</u>	<u>FY 23-24</u>	<u>FY 24-25</u>	<u>FY 25-26</u>	<u>Total</u>
	\$2,310	\$0	\$0	\$0	\$0	\$0	\$2,310
<b>Operating Impact:</b>							
	\$0	(\$416)	(\$92)	\$231	\$508	\$693	\$924
<b>Project Pricing:</b>	The Purchasing Agent advises that we should request \$1,030.00 for each. \$250 is also expected for freight costs because they will be bulky and heavy.						

**GENERAL GOVERNMENT - MIS DIVISION**

<b>Project Name:</b>	Server/Host Update	<b>Project Description:</b>					
<b>Funding Source:</b>	Discretionary Sales Tax	Capital Lease Payments on VxRail Infrastructure.					
<b>Justification:</b>	This product is used to effectively manage all the Police Department programs and applications that are hosted in the cloud. It was initially acquired in FY 19-20 via a five year capital lease arrangement.						
<b>Project Costs:</b>							Project
	<u>FY 20-21</u>	<u>FY 21-22</u>	<u>FY 22-23</u>	<u>FY 23-24</u>	<u>FY 24-25</u>	<u>FY 25-26</u>	<u>Total</u>
	\$43,195	\$43,195	\$43,195	\$43,195	\$0	\$0	\$172,780
<b>Operating Impact:</b>							
	\$0	(\$7,775)	(\$9,503)	(\$5,183)	\$4,320	\$22,722	\$4,580
<b>Project Pricing:</b>	Lease was provided through Dell, which was the only provider of this technology.						

<b>Project Name:</b>	City Wide Computers	<b>Project Description:</b>					
<b>Funding Source:</b>	Discretionary Sales Tax	Upgrades of 7-10 Workstations a Year for All Departments. Most of the Police Department Units will be included with Vehicle Purchases.					
<b>Justification:</b>	Computers in All Departments need to be updated on a five year schedule to keep up with technology.						
<b>Project Costs:</b>							Project
	<u>FY 20-21</u>	<u>FY 21-22</u>	<u>FY 22-23</u>	<u>FY 23-24</u>	<u>FY 24-25</u>	<u>FY 25-26</u>	<u>Total</u>
	\$35,000	\$45,000	\$35,000	\$45,000	\$35,000	\$45,000	\$240,000
<b>Operating Impact:</b>							
	\$0	(\$6,300)	(\$9,500)	(\$4,600)	(\$14,600)	(\$15,150)	(\$50,150)
<b>Project Pricing:</b>	Laptops are approximately \$3,000 each, including 5 yr warranties, docking stations and monitors. Desktops are approximately \$1,500 each.						

<b>Project Name:</b>	Audio Visual Equipment	<b>Project Description:</b>					
<b>Funding Source:</b>	Discretionary Sales Tax	Acquire Closed Captioning Hardware to Comply with ADA.					
<b>Justification:</b>	Audio Visual equipment needs to be upgraded to be sure broadcasting can be done when requested. Closed captioning hardware must be installed to comply with Americans with Disabilities Act streaming service requirements for COSTV.						
<b>Project Costs:</b>							Project
	<u>FY 20-21</u>	<u>FY 21-22</u>	<u>FY 22-23</u>	<u>FY 23-24</u>	<u>FY 24-25</u>	<u>FY 25-26</u>	<u>Total</u>
	\$75,000	\$0	\$0	\$0	\$0	\$0	\$75,000
<b>Operating Impact:</b>							
	\$0	(\$13,500)	(\$3,000)	\$7,500	\$16,500	\$22,500	\$30,000
<b>Project Pricing:</b>	A quote for the purchase was received from Encore Broadcast Solutions. An option to subscribe to service based on \$130 per hour was also received from Automatic Sync Technologies.						



**CITY OF SEBASTIAN, FLORIDA**  
**FISCAL YEAR 2021-2026**  
**CAPITAL IMPROVEMENT PROJECT REQUEST AND JUSTIFICATION FORM**

**GENERAL GOVERNMENT - MIS DIVISION (CONTINUED)**

<b>Project Name:</b>	COSTv Equipment	<b>Project Description:</b>				
<b>Funding Source:</b>	Discretionary Sales Tax	Update Equipment needed to continue broadcasting.				
<b>Justification:</b>	Continual updates are required in order to continue providing the public with broadcasting of meetings and other public service events.					
<b>Project Costs:</b>						<b>Project Total</b>
<u>FY 20-21</u>	<u>FY 21-22</u>	<u>FY 22-23</u>	<u>FY 23-24</u>	<u>FY 24-25</u>	<u>FY 25-26</u>	
\$10,000	\$10,000	\$10,000	\$10,000	\$10,000	\$10,000	\$60,000
<b>Operating Impact:</b>						
\$0	\$10,000	\$20,000	\$0	\$0	\$0	\$30,000
<b>Project Pricing:</b>	Estimate based on the historical spending pattern.					

<b>Project Name:</b>	Phone System	<b>Project Description:</b>				
<b>Funding Source:</b>	Discretionary Sales Tax	Upgrade of the City Phone System to be more robust to support multiple locations and to have better support for newer technology.				
<b>Justification:</b>	The City Phone System is over 8 years old and will need upgrading in order to get support and make sure that we can continue to receive phone calls.					
<b>Project Costs:</b>						<b>Project Total</b>
<u>FY 20-21</u>	<u>FY 21-22</u>	<u>FY 22-23</u>	<u>FY 23-24</u>	<u>FY 24-25</u>	<u>FY 25-26</u>	
\$100,000	\$0	\$0	\$0	\$0	\$0	\$100,000
<b>Operating Impact:</b>						
\$0	(\$38,000)	(\$35,000)	(\$32,000)	(\$29,000)	(\$26,000)	(\$160,000)
<b>Project Pricing:</b>	Rough estimate. Dependent on the specifications to be developed and results of an RFP process.					

<b>Project Name:</b>	Network Infrastructure	<b>Project Description:</b>				
<b>Funding Source:</b>	Discretionary Sales Tax	Network Infrastructure Upgrades.				
<b>Justification:</b>	General upgrading of network infrastructure in order to continue to provide services. This includes switches, servers and other needed infrastructure.					
<b>Project Costs:</b>						<b>Project Total</b>
<u>FY 20-21</u>	<u>FY 21-22</u>	<u>FY 22-23</u>	<u>FY 23-24</u>	<u>FY 24-25</u>	<u>FY 25-26</u>	
\$39,000	\$30,000	\$30,000	\$30,000	\$30,000	\$30,000	\$189,000
<b>Operating Impact:</b>						
\$0	(\$7,020)	(\$6,960)	(\$2,700)	\$4,980	\$10,050	(\$1,650)
<b>Project Pricing:</b>	Dependent on unforeseeable needs.					

<b>Project Name:</b>	Over-the-Air Connections	<b>Project Description:</b>				
<b>Funding Source:</b>	Discretionary Sales Tax	Over-the-Air Redundant Network Connections.				
<b>Justification:</b>	Over-The-Air (wireless) backup network connections for both the Golf Course and the Emergency Operations Center need to be added.					
<b>Project Costs:</b>						<b>Project Total</b>
<u>FY 20-21</u>	<u>FY 21-22</u>	<u>FY 22-23</u>	<u>FY 23-24</u>	<u>FY 24-25</u>	<u>FY 25-26</u>	
\$0	\$10,000	\$20,000	\$0	\$0	\$0	\$30,000
<b>Operating Impact:</b>						
\$0	\$0	(\$1,300)	(\$2,400)	\$2,100	\$6,400	\$4,800
<b>Project Pricing:</b>	Dependent on technology that is selected.					

**CITY OF SEBASTIAN, FLORIDA  
FISCAL YEAR 2020-2025  
CAPITAL IMPROVEMENT PROJECT REQUEST AND JUSTIFICATION FORM**

**GENERAL GOVERNMENT - MIS DIVISION (CONTINUED)**

<b>Project Name:</b>	Core and Remote Switches	<b>Project Description:</b>					
<b>Funding Source:</b>	Discretionary Sales Tax	Upgrade of Core and Remote Switches to maintain security and provide connection to services					
<b>Justification:</b>	Replacement of the Core Switches in both City Hall and the Police Department will be needed.						
<b>Project Costs:</b>						<b>Project Total</b>	
	<u>FY 20-21</u>	<u>FY 21-22</u>	<u>FY 22-23</u>	<u>FY 23-24</u>	<u>FY 24-25</u>	<u>FY 25-26</u>	
	\$0	\$0	\$0	\$25,000	\$20,000	\$0	\$45,000
<b>Operating Impact:</b>							
	\$0	\$0	\$0	\$0	(\$4,500)	(\$4,600)	(\$9,100)
<b>Project Pricing:</b>	Based on prior replacement costs and dependent on specifications yet to be developed.						

**POLICE DEPARTMENT - ROAD PATROL DIVISION**

<b>Project Name:</b>	COPE Vehicles Graphic Wrap	<b>Project Description:</b>					
<b>Funding Source:</b>	General Fund	Providing Graphic Wrap for Small Trailer and COPE Vehicles.					
<b>Justification:</b>	Having graphic wrap on these COPE vehicles is believed to be in line with the Police Department's outreach philosophy.						
<b>Project Costs:</b>						<b>Project Total</b>	
	<u>FY 20-21</u>	<u>FY 21-22</u>	<u>FY 22-23</u>	<u>FY 23-24</u>	<u>FY 24-25</u>	<u>FY 25-26</u>	
	\$5,000	\$0	\$0	\$0	\$0	\$0	\$5,000
<b>Operating Impact:</b>							
	\$0	(\$1,100)	(\$600)	(\$100)	\$400	\$600	(\$800)
<b>Project Pricing:</b>	Written quotes obtained.						

<b>Project Name:</b>	Police Vehicles	<b>Project Description:</b>					
<b>Funding Source:</b>	Discretionary Sales Tax	20/21- 6 Vehicles w/equipment (373.5K). 21/22- 5 Vehicles w/equipment (300K). 22/23- 5 Vehicles w/equipment (305K). 23/24- 5 Vehicles w/equipment (310K). 24/25- 5 Vehicles w/ equipment (315K). 25/26- 5 Vehicles w/equipment (320K)					
<b>Justification:</b>	This allocation is for the replacement of older and higher mileage vehicles and associated vehicle equipment, including body cameras, computers and communications equipment.						
<b>Project Costs:</b>						<b>Project Total</b>	
	<u>FY 20-21</u>	<u>FY 21-22</u>	<u>FY 22-23</u>	<u>FY 23-24</u>	<u>FY 24-25</u>	<u>FY 25-26</u>	
	\$373,500	\$300,000	\$305,000	\$310,000	\$315,000	\$320,000	\$1,923,500
<b>Operating Impact:</b>							
	\$0	(\$82,170)	(\$110,820)	(\$110,570)	(\$80,920)	(\$43,780)	(\$428,260)
<b>Project Pricing:</b>	No written quote available due to impending price increase. Verbal quote provided based on the expected price increase.						

**CITY OF SEBASTIAN, FLORIDA  
FISCAL YEAR 2020-2025  
CAPITAL IMPROVEMENT PROJECT REQUEST AND JUSTIFICATION FORM**

**POLICE DEPARTMENT - ROAD PATROL DIVISION (CONTINUED)**

<b>Project Name:</b>	Police Road Patrol Equipment	<b>Project Description:</b>					
<b>Funding Source:</b>	General Fund	20/21 8 SRT Ballistic Helmets (8K); 5 Tasers (7.5K); 5 Ballistic Shields (3K); 5 Ballistic Helmets (1.5K); 5 Rifles (5K). 21/22 10 Mobile Radios (30.5K); 5 Tasers (7.5K); 5 Rifles (5K); 9 Ballistic Vest/Rifle Plates (13K). 22/23 5 Tasers (7.5K); 5 Rifles (5K); 14 Ballistic Vest/Rifle Plates (20K). 23/24 5 Tasers (7.5K); 5 Ballistic Vest/Rifle Plates (8K); 5 Ballistic Shields (3K); 5 Ballistic Helmets (1.5K). 24/25 5 Tasers (7.5K); 5 Ballistic Shields (3K); 5 Ballistic Helmets (1.5K); 5 Ballistic Vest/Rifle Plates (8K); 8 SRT Tactical Vest/Rifle Plates (16K). 25/26 5 Tasers (7.5K); 5 Ballistic Shields (3K); 5 Ballistic Shields (3K); 5 Ballistic Helmets (1.5K); 10 Ballistic Vest/Rifle Plates (11.5K); 5 Rifles (5K); 8 SRT Ballistic Helmets (8K).					
<b>Justification:</b>	This allocation is for the replacement of non-compliant mobile radios for vehicles previously purchased and other necessary personal equipment that must be regularly replaced for the Police Officers.						
<b>Project Costs:</b>	<u>FY 20-21</u>	<u>FY 21-22</u>	<u>FY 22-23</u>	<u>FY 23-24</u>	<u>FY 24-25</u>	<u>FY 25-26</u>	<u>Project Total</u>
	\$25,000	\$56,000	\$32,500	\$20,000	\$36,000	\$39,500	\$209,000
<b>Operating Impact:</b>							
	\$0	(\$5,500)	(\$15,320)	(\$14,370)	(\$7,420)	(\$3,490)	(\$46,100)
<b>Project Pricing:</b>	Received written quotes from CII on the radios. We also have written quotes for all the other equipment.						

**POLICE DEPARTMENT - INVESTIGATIONS DIVISION**

<b>Project Name:</b>	Police Investigations Equipment		<b>Project Description:</b>			
<b>Funding Source:</b>	General Fund		PENLINK Server (3K); Surveillance Equipment (7.6K).			
<b>Justification:</b>	The surveillance equipment will provide equipment necessary for surveillance operations.					
<b>Project Costs:</b>						<b>Project</b>
<u>FY 20-21</u>	<u>FY 21-22</u>	<u>FY 22-23</u>	<u>FY 23-24</u>	<u>FY 24-25</u>	<u>FY 25-26</u>	<u>Total</u>
\$10,600	\$0	\$0	\$0	\$0	\$0	\$10,600
<b>Operating Impact:</b>						
\$0	(\$1,378)	\$212	\$1,802	\$3,180	\$4,134	\$7,950
<b>Project Pricing:</b>	Written quotes obtained.					

**COMMUNITY DEVELOPMENT DEPARTMENT**

<b>Project Name:</b>	Harrison Street Park Plaza		<b>Project Description:</b>			
<b>Funding Source:</b>	Discretionary Sales Tax		Provide additional parking, event space and connections to the downtown area. Complete the project the following year.			
<b>Justification:</b>	The CRA Master Plan indicates this will have an immediate positive impact to the business district.					
<b>Project Costs:</b>						Project
<u>FY 20-21</u>	<u>FY 21-22</u>	<u>FY 22-23</u>	<u>FY 23-24</u>	<u>FY 24-25</u>	<u>FY 25-26</u>	<u>Total</u>
\$270,000	\$250,000	\$0	\$0	\$0	\$0	\$520,000
<b>Operating Impact:</b>						
\$0	(\$40,000)	(\$100,000)	(\$156,000)	(\$210,000)	(\$260,000)	(\$766,000)
<b>Project Pricing:</b>	This was projected in the conceptual master plan to approach \$700,00 but phasing of site improvements and deletion of some proposed items should keep the expected costs to \$270,000 for the first phase and \$250,000 for the second. Including zero curbs, pervious pavers and tree/landscape wells may qualify this forTMDL grants.					

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**COMMUNITY DEVELOPMENT DEPARTMENT (CONTINUED)**

<b>Project Name:</b>	N. Central Avenue Event Plaza	<b>Project Description:</b>					
<b>Funding Source:</b>	Discretionary Sales Tax		Provide additional parking, event space and connections to the Main Street Activity Area. Complete the project the following year.				
<b>Justification:</b>	The CRA Master Plan indicates this will be part of the future Main Street Activity Center.						
<b>Project Costs:</b>						Project	
	<u>FY 20-21</u>	<u>FY 21-22</u>	<u>FY 22-23</u>	<u>FY 23-24</u>	<u>FY 24-25</u>	<u>FY 25-26</u>	<u>Total</u>
	\$40,000	\$250,000	\$250,000	\$0	\$0	\$0	\$540,000
<b>Operating Impact:</b>	-	(6,800)	(47,700)	(78,600)	(57,000)	(35,400)	(\$225,500)
<b>Project Pricing:</b>	Conceptual design costs are in line with costs previously proposed for the Harrison Street Park Plaza. The construction costs will depend on what is included in the final design, as this may be simple or more aggressive.						

<b>Project Name:</b>	Working Waterfront Landscaping	<b>Project Description:</b>					
<b>Funding Source:</b>	Community Redevelopment Agency		Landscaping of shoreline and parking lot improvements at the Working Waterfront in order to complete this project.				
<b>Justification:</b>	Remaining 2019 funds for the Shoreline and Parking Lot Improvements are not sufficient to landscape this public space.						
<b>Project Costs:</b>							Project
	<u>FY 20-21</u>	<u>FY 21-22</u>	<u>FY 22-23</u>	<u>FY 23-24</u>	<u>FY 24-25</u>	<u>FY 25-26</u>	<u>Total</u>
	\$45,000	\$0	\$0	\$0	\$0	\$0	\$45,000
<b>Operating Impact:</b>	-	(37,800)	(72,900)	(67,500)	(62,100)	(56,700)	(\$297,000)
<b>Project Pricing:</b>	Staff will limit landscaping to this amount.						

<b>Project Name:</b>	Tree Protection Plan	<b>Project Description:</b>					
<b>Funding Source:</b>	Discretionary Sales Tax		Continuation of Riverview Park Master Plan for protection of the tree canopy, with design and placement of strategic landscaped areas to protect the trees from pedestrian traffic and maintenance activities.				
<b>Justification:</b>	Funding is required to implement this Plan by adding landscaping and irrigation. A reduction in landscape maintenance costs should be realized with the introduction of low maintenance landscape areas around trees and reduction in applications of herbicides/pesticides in accordance with the Integrated Pest Management Plan.						
<b>Project Costs:</b>							Project
	<u>FY 20-21</u>	<u>FY 21-22</u>	<u>FY 22-23</u>	<u>FY 23-24</u>	<u>FY 24-25</u>	<u>FY 25-26</u>	<u>Total</u>
	\$135,000	\$135,000	\$0	\$0	\$0	\$0	\$270,000
<b>Operating Impact:</b>	\$0	(\$336)	(\$1,326)	(\$1,014)	\$210	\$1,377	(\$1,089)
<b>Project Pricing:</b>	Total probable costs for landscaping and irrigation is \$190,640 but adding the survey (\$30,000), design (\$30,000) and a 10% contingency brings the total to \$269,704. Project is proposed to start with areas adjacent to new sidewalk areas.						

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**COMMUNITY DEVELOPMENT DEPARTMENT (CONTINUED)**

<b>Project Name:</b>	Sustainable Sebastian	<b>Project Description:</b>					
<b>Funding Source:</b>	General Fund	Install 10 water bottle filling stations and water fountains (at Parks and City Hall) and 3 bike racks at Riverfront Park.					
<b>Justification:</b>	Implementation of Sustainable Sebastian objectives include the installation of public use facilities to reduce the carbon footprint, such as water bottle filling stations, water fountains and bike racks.						
<b>Project Costs:</b>	<u>FY 20-21</u>	<u>FY 21-22</u>	<u>FY 22-23</u>	<u>FY 23-24</u>	<u>FY 24-25</u>	<u>FY 25-26</u>	Project <u>Total</u>
	\$16,500	\$0	\$0	\$0	\$0	\$0	\$16,500
<b>Operating Impact:</b>	\$0	(\$1,500)	(\$1,500)	(\$1,350)	(\$1,350)	(\$1,200)	(\$6,900)
<b>Project Pricing:</b>	Procurement information shows water bottle filling stations and water fountains at \$750 each with installation. Specialty bike racks range from \$1,500-2,500 including installation.						

<b>Project Name:</b>	Septic to Sewer		<b>Project Description:</b>				
<b>Funding Source:</b>	Indian River Lagoon Council 50% and Community Redevelopment Agency 50%		Awards grant funds for conversions that result in removal of septic tank systems within the Riverfront Community Redevelopment boundaries.				
<b>Justification:</b>	This continues the State's water quality improvement priority for the Indian River Lagoon. Providing the Indian River Lagoon Council continues their program of requiring 50% matching funds, it is recommended that the City also allocate these funds.						
<b>Project Costs:</b>	<u>FY 20-21</u>	<u>FY 21-22</u>	<u>FY 22-23</u>	<u>FY 23-24</u>	<u>FY 24-25</u>	<u>FY 25-26</u>	Project <u>Total</u>
	\$0	\$200,000	\$0	\$200,000	\$0	\$200,000	\$600,000
<b>Operating Impact:</b>							
	\$0	\$0	\$0	\$0	\$0	\$0	\$0
<b>Project Pricing:</b>	The total \$200,000 grant funding level has generally covered two fiscal years, although grant applications may also be limited without more sewer availability.						

**ROADS DEPARTMENT**

<b>Project Name:</b>	School Zone Lights	<b>Project Description:</b>					
<b>Funding Source:</b>	Local Option Gas Tax	Purchase 6 Cloud based remote control School Zone Lights w/ radar display. City curenly has 2 in operation.					
<b>Justification:</b>	The sign shop personal are required to maintain the 8 School Zone Warning lights. 35 times throughout the school year we must manually shut off and turn on school zone lights at 6 locations. This causes loss of manpower hours and production loss for the Sign Shop. An example is on early release days which occur at least once a month. We must manually turn 6 lights on at 1pm and then return to the same 6 locations at 2pm and turn them off. The two cloud based lights we have can be programed to go on and off by simply applying the setting from a cell phone or laptop. One person can access both lights quickly and efficiently. After initial purchase of lights, an annual fee of \$400 per light is required to maintain the cloud based access. Cloud based lights can also produce "real-time" traffic speeds along with reports to include volume and speed peak times for more efficient traffic enforcement.						
<b>Project Costs:</b>	<u>FY 20-21</u>	<u>FY 21-22</u>	<u>FY 22-23</u>	<u>FY 23-24</u>	<u>FY 24-25</u>	<u>FY 25-26</u>	Project <u>Total</u>
	\$46,510	\$0	\$0	\$0	\$0	\$0	\$46,510
<b>Operating Impact:</b>	\$0	(\$7,907)	(\$6,046)	(\$4,186)	(\$2,326)	(\$465)	\$0
<b>Project Pricing:</b>	Quotes by Traffic Logix is \$14,990.00, Radar Signs Inc. is \$31,520.00.						

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**ROADS DEPARTMENT (CONTINUED)**

<b>Project Name:</b>	Update City Street Signs	<b>Project Description:</b>					
<b>Funding Source:</b>	Local Option Gas Tax	Purchase materials needed for the replacement of deficient regulatory and street signs to meet MUTCD standards in Zones 3, 4 and 5.					
<b>Justification:</b>	The Sign Shop has divided the City Of Sebastian into 5 zones. Two of the zones, 1 and 2 have been completed with the installation of Street and Stop signs to meet MUTCD standards. Of the remaining regulatory signs i.e.: Speed and Warning signs 60% do not meet MUTCD reflectivity standards. The remaining zones 3, 4 and 5 have approximately 755 Street and Stop signs. 90% of the stop signs in zones 3, 4 and 5 do not meet MUTCD standards for reflectivity. 95% of the remaining regulatory and warning signs in zones 3, 4 and 5 do not meet MUTCD reflectivity standards. This deficiency leaves the City Of Sebastian open to unnecessarily high Tort Liability. Approximant installation time upon receipt of all materials needed to complete project would be 6 to 8 months.						
<b>Project Costs:</b>						Project	
	<u>FY 20-21</u>	<u>FY 21-22</u>	<u>FY 22-23</u>	<u>FY 23-24</u>	<u>FY 24-25</u>	<u>FY 25-26</u>	<u>Total</u>
	\$81,000	\$0	\$0	\$0	\$0	\$0	\$81,000
<b>Operating Impact:</b>							
	\$0	(\$21,870)	(\$17,010)	(\$12,150)	(\$7,290)	(\$2,430)	(\$60,750)
<b>Project Pricing:</b>	National Traffic sign \$81,320; Osburn Associates Inc \$87,397; Universal Signs & Accessories \$ 87,639.						

<b>Project Name:</b>	Street Repaving	<b>Project Description:</b>					
<b>Funding Source:</b>	Local Option Gas Tax	Crack Sealing, Double Microsurfacing, Cape Sealing and 2" Overlay for City Streets programmed by City's Pavement Management Consultant.					
<b>Justification:</b>	The street pavement maintenance program has been prescribed and scheduled by the City's pavement management consultant for FY 2019 to FY 2024. Funding from Local Option Gas Tax and another \$250K from Discretionary Sales Tax for FY 20-21 should be sufficient to catch up on several roads not completed last year. \$600K each following year only from Local Option Gas Tax is expected to be sufficient to adhere to the consultant's schedule.						
<b>Project Costs:</b>							Project
	<u>FY 20-21</u>	<u>FY 21-22</u>	<u>FY 22-23</u>	<u>FY 23-24</u>	<u>FY 24-25</u>	<u>FY 25-26</u>	<u>Total</u>
	\$400,000	\$600,000	\$600,000	\$600,000	\$600,000	\$600,000	\$3,400,000
<b>Operating Impact:</b>							
	\$0	(\$192,000)	(\$476,000)	(\$746,000)	(\$1,006,000)	(\$1,252,000)	(\$3,672,000)
<b>Project Pricing:</b>	The cost per square foot for the recommended pavement management solution for each of these City streets has already been bid, awarded and contracted.						

<b>Project Name:</b>	Street Reconstruction	<b>Project Description:</b>					
<b>Funding Source:</b>	Discretionary Sales Tax	Reconstruction Roadwork based on recommendation from the City's Pavement Management Consultant.					
<b>Justification:</b>	Needed to address streets in bad condition that are beyond normal repaving work and require full depth reconstruction. These funds should sufficiently supplement funds from the Local Option Gas Tax to get back on schedule with the Consultant's recommended paving program.						
<b>Project Costs:</b>							Project
	<u>FY 20-21</u>	<u>FY 21-22</u>	<u>FY 22-23</u>	<u>FY 23-24</u>	<u>FY 24-25</u>	<u>FY 25-26</u>	<u>Total</u>
	\$500,000	\$0	\$0	\$0	\$0	\$0	\$500,000
<b>Operating Impact:</b>							
	\$0	\$3,900	\$12,750	\$24,150	\$35,550	\$46,950	\$123,300
<b>Project Pricing:</b>	The cost per square foot for the recommended pavement management solution for each of these City streets has already been bid, awarded and contracted.						

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**ROADS DEPARTMENT (CONTINUED)**

<b>Project Name:</b>	Sidewalk Replacement	<b>Project Description:</b>					
<b>Funding Source:</b>	Local Option Gas Tax	Replace 5,000 linear feet of 5 ft wide of badly deteriorated PCC sidewalk along high pedestrian/bicycle usage City streets each FY.					
<b>Justification:</b>	The City PW & Engineering Department and the Citizens Request Line receive a large number of citizen request to repair City sidewalks that are in a highly deteriorated condition. These present serious trip and fall hazards and expose the City to significant tort liability. The City has had no formal sidewalk repair/replacement program for many years and only make spot repairs following significant trip and fall incidents.						
<b>Project Costs:</b>							
	<u>FY 20-21</u>	<u>FY 21-22</u>	<u>FY 22-23</u>	<u>FY 23-24</u>	<u>FY 24-25</u>	<u>FY 25-26</u>	Project <u>Total</u>
	\$100,000	\$100,000	\$100,000	\$100,000	\$100,000	\$100,000	\$600,000
<b>Operating Impact:</b>							
	\$0	(\$22,000)	(\$34,000)	(\$36,000)	(\$28,000)	(\$16,000)	(\$136,000)
<b>Project Pricing:</b>	In late February 2020, City Purchasing staff secured quotes from interested contractors. For Precision Cut Concrete (PCC) and its placement for quantities greater than \$61 square yards at 4" thickness, the low quoted price is \$36 per square yard of PCC placed. At 5 foot sidewalk width, approximately 5,000 linear feet of PCC sidewalk can be placed per year at an estimated cost of \$100,000.						

<b>Project Name:</b>	Roads Division Equipment	<b>Project Description:</b>				
<b>Funding Source:</b>	General Fund	One ton Pickup (34K), Sign Sheeting Roller (2.9K), TuffTruk/Sidewalk Form Set (11.5K).				
<b>Justification:</b>	Pickup is for Public Works Director, whose truck will go to Fleet Maintenance Superintendent, with his 4x4 pickup going to Sign/Paint Crew for pulling traffic paint equipment and allow both employees of Traffic Division to work separately when this is the most efficient method. Two person Traffic Signage and Pavement Marking Crew can barely complete pavement markings one time each year. As a result, a number of high volume City roads are without required pavement markings for a significant period each year. For many locations in the City paint pavement markings do not last the year between painting cycles. Sign Sheeting Roller is needed for 48" signs. TuffTruk and Sidewalk Form Set will help in maintaining sidewalks.					
<b>Project Costs:</b>	<b>Project</b>					
<u>FY 20-21</u>	<u>FY 21-22</u>	<u>FY 22-23</u>	<u>FY 23-24</u>	<u>FY 24-25</u>	<u>FY 25-26</u>	<u>Total</u>
\$48,400	\$0	\$0	\$0	\$0	\$0	\$48,400
<b>Operating Impact:</b>						
\$0	(\$10,648)	(\$5,808)	(\$968)	\$3,872	\$5,808	(\$7,744)
<b>Project Pricing:</b>	This pricing was provided by the Fleet Superintendant based on quotes he received.					

<b>Project Name:</b>	Roads Division Heavy Equipment	<b>Project Description:</b>					
<b>Funding Source:</b>	Local Option Gas Tax	20/21 926M Wheel Loader (130K). 21/22 Tandem Axle Dump Truck (115K); Brush Truck (50K). 22/23 Pavement Marking Unit (85K).					
<b>Justification:</b>	Current Wheel Loader is at end of its useful life based on hours and condition. Tandem Axle Dump Truck is needed in FY 21-22 to replace oldest Tandem Axle Dump Truck that will be at end of its useful life. Brush Truck needed in FY 21-22 to replace current Brush Truck that will be at end of its useful life.						
<b>Project Costs:</b>	<u>FY 20-21</u>	<u>FY 21-22</u>	<u>FY 22-23</u>	<u>FY 23-24</u>	<u>FY 24-25</u>	<u>FY 25-26</u>	Project <u>Total</u>
	\$130,000	\$165,000	\$85,000	\$0	\$0	\$0	\$380,000
<b>Operating Impact:</b>	\$0	(\$35,100)	(\$71,850)	(\$77,100)	(\$54,300)	(\$31,500)	(\$269,850)
<b>Project Pricing:</b>	This pricing was provided by the Fleet Superintendant based on quotes he received.						

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**PUBLIC FACILITIES DEPARTMENT**

<b>Project Name:</b>	Public Facilities Compound	<b>Project Description:</b>				
<b>Funding Source:</b>	Discretionary Sales Tax	Complete design and construct new City Garage and Public Facilities Compound to be located at the Sebastian Municipal Airport.				
<b>Justification:</b>	The Garage Compound has reached its capacity. Relocating will permit growth and allow the existing property to be sold. Airport benefits by rent on the land and General Fund benefits from the sale of the current location. \$5,088,899 was budgeted in FY 2018-2020. Additional funds are requested to complete construction. FY22-23 funds will cover office furnishings, office equipment, computer and security systems. With these additions, funding for the complete project will equal \$8,588,899.					
<b>Project Costs:</b>						Project
<u>FY 20-21</u>	<u>FY 21-22</u>	<u>FY 22-23</u>	<u>FY 23-24</u>	<u>FY 24-25</u>	<u>FY 25-26</u>	<u>Total</u>
\$0	\$1,250,000	\$1,250,000	\$1,000,000	\$0	\$0	\$3,500,000
<b>Operating Impact:</b>						
\$0	\$0	(\$475,000)	(\$912,500)	(\$1,217,500)	(\$1,112,500)	(\$3,717,500)
<b>Project Pricing:</b>	Based on estimates from Wright Construction.					

**PUBLIC FACILITIES - FLEET DIVISION**

<b>Project Name:</b>	Fleet Division Equipment	<b>Project Description:</b>				
<b>Funding Source:</b>	General Fund	<b>20/21</b> Shop MIG Welder (2.8K). <b>21/22</b> Portable Stick Welder/Generator (3.5K); Tire Balancer (2.4K); Tire Changer (4K). <b>22/23</b> Shop Chain Hoist (3K); Exhaust Extraction Unit (1.8K).				
<b>Justification:</b>	Truck Mounted Compressor replaces a 20-yr old unit that no longer functions. The Shop MIG Welder replaces a unit at the end of its service life. The Portable Stick Welder/Generator replaces a unit having major repair issues. Tire Balancer replaces a worn out unit that no longer performs to specifications. Tire Changer replaces a worn out unit. Shop Chain Hoist is new to provide added capability and safety to shop operations. Exhaust Extraction Unit is new and will provide improved air quality in the shop.					
<b>Project Costs:</b>						Project
<u>FY 20-21</u>	<u>FY 21-22</u>	<u>FY 22-23</u>	<u>FY 23-24</u>	<u>FY 24-25</u>	<u>FY 25-26</u>	<u>Total</u>
\$2,800	\$9,880	\$4,800	\$0	\$0	\$0	\$17,480
<b>Operating Impact:</b>						
\$0	(\$336)	(\$1,326)	(\$1,014)	\$210	\$1,377	(\$1,089)
<b>Project Pricing:</b>	This pricing was provided by the Fleet Superintendent based on quotes he received.					

**PUBLIC FACILITIES - CEMETERY DIVISION**

<b>Project Name:</b>	Cemetery Equipment	<b>Project Description:</b>				
<b>Funding Source:</b>	Cemetery Trust Fund	<b>20-21</b> Replace the 52" Cemetery Mower (13.5K); Flag Poles (4.4K); Desk and Chairs (1.6K). <b>25-26</b> Replace the 52" Cemetery Mower (14K).				
<b>Justification:</b>	Cemetery Mower is heavily used and parts are difficult to find. Replacing it with a Mower that uses common parts stocked for other City Mowers. Flag Poles will have solar lighting and be added to the new Cemetery area to compliment veteran burial ceremonies. Office Desk and Chairs replace privately owned equipment by the Cemetery Sexton who will reclaim them upon retirement. We expect the Cemetery Mower to require replacement again by FY 24-25.					
<b>Project Costs:</b>						Project
<u>FY 20-21</u>	<u>FY 21-22</u>	<u>FY 22-23</u>	<u>FY 23-24</u>	<u>FY 24-25</u>	<u>FY 25-26</u>	<u>Total</u>
\$19,500	\$0	\$0	\$0	\$14,000	\$0	\$33,500
<b>Operating Impact:</b>						
\$0	(\$2,535)	\$390	\$3,315	\$5,850	\$5,785	\$12,805
<b>Project Pricing:</b>	Researched from internet pricing catalogs.					



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**PUBLIC FACILITIES - CEMETERY DIVISION (CONTINUED)**

<b>Project Name:</b>	Cemetery Grounds Improvements	<b>Project Description:</b>					
<b>Funding Source:</b>	Cemetery Trust Fund		Project consists of grounds leveling, headstone straightening and placing new sod.				
<b>Justification:</b>	These measures are desired to improve the overall appearance and to make it safer for the public.						
<b>Project Costs:</b>						Project	
	<u>FY 20-21</u>	<u>FY 21-22</u>	<u>FY 22-23</u>	<u>FY 23-24</u>	<u>FY 24-25</u>	<u>FY 25-26</u>	<u>Total</u>
	\$20,000	\$20,000	\$40,000	\$0	\$0	\$0	\$80,000
<b>Operating Impact:</b>							
	\$0	(\$2,400)	(\$3,400)	(\$5,400)	\$200	\$5,400	(\$5,600)
<b>Project Pricing:</b>	Based on proposals received.						

<b>Project Name:</b>	Cemetery Driveway Resurfacing	<b>Project Description:</b>					
<b>Funding Source:</b>	Cemetery Trust Fund		Project will rehabilitate the Cemetery's asphalt driveways.				
<b>Justification:</b>	The Cemetery driveways are eroding and require resurfacing.						
<b>Project Costs:</b>							Project
	<u>FY 20-21</u>	<u>FY 21-22</u>	<u>FY 22-23</u>	<u>FY 23-24</u>	<u>FY 24-25</u>	<u>FY 25-26</u>	<u>Total</u>
	\$15,000	\$0	\$0	\$0	\$0	\$0	\$15,000
<b>Operating Impact:</b>							
	\$0	(\$5,700)	(\$5,550)	(\$5,250)	(\$5,100)	(\$4,800)	(\$26,400)
<b>Project Pricing:</b>	Quotation by vendor.						

<b>Project Name:</b>	Cemetery Columbarium Niches	<b>Project Description:</b>					
<b>Funding Source:</b>	Cemetery Trust Fund		Adding Columbarium Niches in the New Section of the Cemetery. The foundations for two Columbariums would be done in FY 20-21.				
<b>Justification:</b>	Columbarium Niches are recommended for the new section.						
<b>Project Costs:</b>							Project
	<u>FY 20-21</u>	<u>FY 21-22</u>	<u>FY 22-23</u>	<u>FY 23-24</u>	<u>FY 24-25</u>	<u>FY 25-26</u>	<u>Total</u>
	\$45,000	\$45,000	\$0	\$0	\$0	\$0	\$90,000
<b>Operating Impact:</b>							
	\$0	(\$17,100)	(\$32,850)	(\$30,150)	(\$27,450)	(\$24,750)	(\$132,300)
<b>Project Pricing:</b>	Based on experience with installing previous columbariums.						

<b>Project Name:</b>	Bench Seats and Monuments	<b>Project Description:</b>					
<b>Funding Source:</b>	General Fund		Add Bench Seats and Columbarium Monuments.				
<b>Justification:</b>	Newly expanded area of the Cemetery is intended to be set up in a park-like landscape setting with Bench Seats and new cremation niche Columbaia Monuments.						
<b>Project Costs:</b>							Project
	<u>FY 20-21</u>	<u>FY 21-22</u>	<u>FY 22-23</u>	<u>FY 23-24</u>	<u>FY 24-25</u>	<u>FY 25-26</u>	<u>Total</u>
	\$20,000	\$0	\$0	\$0	\$0	\$0	\$20,000
<b>Operating Impact:</b>							
	\$0	(\$3,600)	(\$800)	\$2,000	\$4,400	\$6,000	\$8,000
<b>Project Pricing:</b>	Rough estimate but dependent on final decisions at the time.						

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**PUBLIC FACILITIES - FACILITIES MAINTENANCE DIVISION**

<b>Project Name:</b>	Facility Maintenance Equipment	<b>Project Description:</b>
<b>Funding Source:</b>	General Fund	20/21 Scissor Lift (13.5K). 21/22 City Hall East End Air Conditioner (40K).
<b>Justification:</b>	Replace Scissor Lift with narrower unit to fit inside Council Chambers. Old lift has mechanical and corrosion issues that will require expensive repairs. Replace large City Hall RTU #2 that serves the east end of City Hall.	

Project Costs:	FY 20-21	FY 21-22	FY 22-23	FY 23-24	FY 24-25	FY 25-26	Project Total
	\$13,500	\$40,000	\$0	\$0	\$0	\$0	\$53,500
Operating Impact:	\$0	(\$4,500)	(\$4,650)	(\$4,800)	(\$4,950)	(\$5,100)	(\$24,000)

**Project Pricing:** Based on current prices obtained by Fleet Supervisor.

<b>Project Name:</b>	Facility Maintenance Vehicles	<b>Project Description:</b>
<b>Funding Source:</b>	Discretionary Sales Tax	20/21 Truck with 9' Bed and Crane (65K).
<b>Justification:</b>	Replace Construction Specialist truck with larger bed/cabinets suitable for necessary tools. Smaller truck to be used by City Garage.	

Project Costs:	FY 20-21	FY 21-22	FY 22-23	FY 23-24	FY 24-25	FY 25-26	Project Total
	\$65,000	\$0	\$0	\$0	\$0	\$0	\$65,000
Operating Impact:	-	(1,156)	(680)	(204)	272	748	(\$1,020)

**Project Pricing:** Based on current prices obtained by Fleet Supervisor.

<b>Project Name:</b>	Facility Maintenance Repairs	<b>Project Description:</b>
<b>Funding Source:</b>	General Fund	20/21 Replace Public Facilities Storage Shed roof (6.8K).
<b>Justification:</b>	The Public Facilities Storage Shed has corroded and failing metal roofing panels.	

Project Costs:	FY 20-21	FY 21-22	FY 22-23	FY 23-24	FY 24-25	FY 25-26	Project Total
	\$6,800	\$0	\$0	\$0	\$0	\$0	\$6,800
Operating Impact:	\$0	(\$1,156)	(\$680)	(\$204)	\$272	\$748	(\$1,020)

**Project Pricing:** Based on price estimates made by Staff.

**LEISURE SERVICES DEPARTMENT**

<b>Project Name:</b>	Facility Repairs	<b>Project Description:</b>
<b>Funding Source:</b>	General Fund	21/22 Install new flooring, improve bathrooms and paint Yacht Club (10K); Refurbish Friendship Park Attendants Office (1.8K); Refurbish Friendship Park Restroom Floors with Epoxy (6.5K).
<b>Justification:</b>	Yacht Club interior is dated and needs new flooring, painting and bathroom improvements. Friendship Park Attendants Office to be refurbished with paint, carpet and repair of two structural columns. Friendship Park restroom floors to be done with Epoxy to improve appearance and allow easier cleaning.	

Project Costs:	FY 20-21	FY 21-22	FY 22-23	FY 23-24	FY 24-25	FY 25-26	Project Total
	\$0	\$18,300	\$0	\$0	\$0	\$0	\$18,300
Operating Impact:	\$0	\$1,700	\$3,400	\$6,800	\$11,900	\$18,700	\$42,500

**Project Pricing:** Based on price estimates made by Staff.

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**LEISURE SERVICES DEPARTMENT (CONTINUED)**

<b>Project Name:</b>	Maintenance Equipment	<b>Project Description:</b>
<b>Funding Source:</b>	General Fund	FY 20-21 Replace Mower (13K); Purchase Utility Vehicle (16K). FY 21-22 Replace Mower (13K). FY 23-24 Replace Mower (14K).

**Justification:** Currently one mower is out of service and being used for parts for other mowers to keep them running. The utility vehicle is necessary to improve productivity for staff throughout our parks and eliminate the need to wait until another one is available in another department to do projects. The other two mowers are scheduled replacements of our mowing crew mowers that maintain all of the common grounds within our parks, US1, Schumann Drive, and Sebastian Blvd.

<b>Project Costs:</b>							<b>Project</b>
	<u>FY 20-21</u>	<u>FY 21-22</u>	<u>FY 22-23</u>	<u>FY 23-24</u>	<u>FY 24-25</u>	<u>FY 25-26</u>	<u>Total</u>
	\$29,000	\$13,000	\$0	\$14,000	\$0	\$0	\$56,000

**Operating Impact:**  
 \$0 (\$6,380) (\$6,340) (\$2,140) (\$1,020) \$2,840 (\$13,040)

**Project Pricing:** This pricing was provided by the Fleet Superintendant based on quotes he received.

<b>Project Name:</b>	Park Identification Signage	<b>Project Description:</b>
<b>Funding Source:</b>	Recreation Impact Fees	Update Identifying Signage at City Parks that need to be replaced and install signs at those currently without City identifying signs.

**Justification:** Continues the updating of Park Identifying Signs in a uniformed and consistently-themed manner needed to address one of the goals of the updated Parks and Recreation Element of the Comprehensive Plan. This addresses all signs needing to be replaced and the installation of signs at parks not currently having City identifying signs.

<b>Project Costs:</b>							<b>Project</b>
	<u>FY 20-21</u>	<u>FY 21-22</u>	<u>FY 22-23</u>	<u>FY 23-24</u>	<u>FY 24-25</u>	<u>FY 25-26</u>	<u>Total</u>
	\$30,000	\$30,000	\$0	\$0	\$0	\$0	\$60,000

**Operating Impact:**  
 \$0 (\$3,600) (\$5,100) (\$900) \$3,300 \$6,900 \$600

**Project Pricing:** Based on the Parks Signage agreement with the sign manufacturer, Year 2 and 3 of the sign replacement plan will total around \$80,000 to complete all signage. It is anticipated that we will have money leftover from FY 19-20 due to the sign replacement cycle, which will offset some of this costs the next two years.

<b>Project Name:</b>	Barber Street Baseball Dugouts	<b>Project Description:</b>
<b>Funding Source:</b>	Recreation Impact Fund	Replace the remaining Barber Street Baseball/Softball Dugouts.

**Justification:** The Barber Street Baseball and Softball Dugouts are undersized, need new roofing and fencing. The structures are old and present safety concerns for the participants. The budgeted funds in FY 19-20 will allow us to complete renovations on 4 of the dugouts. This will fund the remaining 4 dugouts.

<b>Project Costs:</b>							<b>Project</b>
	<u>FY 20-21</u>	<u>FY 21-22</u>	<u>FY 22-23</u>	<u>FY 23-24</u>	<u>FY 24-25</u>	<u>FY 25-26</u>	<u>Total</u>
	\$40,000	\$0	\$0	\$0	\$0	\$0	\$40,000

**Operating Impact:**  
 \$0 (\$6,800) (\$5,200) (\$3,600) (\$2,000) (\$400) (\$18,000)

**Project Pricing:** The budgeting amount is based on the quoted pricing to complete the 4 dugout renovations requested in the FY19-20 budget year.

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**LEISURE SERVICES DEPARTMENT (CONTINUED)**

<b>Project Name:</b>	Barber Street Fencing	<b>Project Description:</b>					
<b>Funding Source:</b>	Recreation Impact Fund	Replace the Barber Street Baseball/Softball Field Fencing					
<b>Justification:</b>	The fencing around the baseball and softball fields is in need of replacement. The budgeted amount in FY 19 20 only allowed us to replace the fencing on 1 field. Much of the top rail of the existing fencing is rusted and is not providing the necessary support. Likewise much of the bottom of the fencing is bent with holes that create a safety concern for the participants once they approach the fencing. This would be the second year of this project to complete the final 3 fields.						
<b>Project Costs:</b>						Project	
	<u>FY 20-21</u>	<u>FY 21-22</u>	<u>FY 22-23</u>	<u>FY 23-24</u>	<u>FY 24-25</u>	<u>FY 25-26</u>	<u>Total</u>
	\$75,000	\$0	\$0	\$0	\$0	\$0	\$75,000
<b>Operating Impact:</b>							
	\$0	(\$9,000)	(\$3,750)	\$1,500	\$6,750	\$10,500	\$6,000
<b>Project Pricing:</b>	This pricing is based on the quotes received from multiple fence companies to complete the fence replacement on Baseball Field #1.						

<b>Project Name:</b>	Parks Division Vehicles	<b>Project Description:</b>					
<b>Funding Source:</b>	General Fund	FY 20-21 1/2 Ton Extended Cab Pickup (34K). FY 22-23 1/2 Ton Extended Cab Pickup (34K). FY 23-24 1/2 Ton Extended Cab Pickup (34K). FY 24-25 1/2 Ton Extended Cab Pickup (34K).					
<b>Justification:</b>	These are all recommended replacements from the Garage based on the age and maintenance expenditures on these vehicles.						
<b>Project Costs:</b>							Project
	<u>FY 20-21</u>	<u>FY 21-22</u>	<u>FY 22-23</u>	<u>FY 23-24</u>	<u>FY 24-25</u>	<u>FY 25-26</u>	<u>Total</u>
	\$34,000	\$0	\$34,000	\$34,000	\$34,000	\$0	\$136,000
<b>Operating Impact:</b>							
	\$0	(\$4,080)	(\$1,700)	(\$3,400)	(\$2,720)	(\$340)	(\$12,240)
<b>Project Pricing:</b>	This pricing and replacement schedule was provided by the Fleet Superintendent based on his quotes.						

<b>Project Name:</b>	Playground Improvements	<b>Project Description:</b>					
<b>Funding Source:</b>	Recreation Impact Fund	Replace and improve current playgrounds throughout the City to become more accessible: <b>20-21</b> Filbert St. Playground. <b>21-22</b> Easy Street Park <b>22-23</b> Blossom Playground <b>23-24</b> Creative Playground <b>24-25</b> Bryant Court Park <b>25-26</b> Hardee Park and Schumann Park					
<b>Justification:</b>	Many of the playgrounds throughout the City are in need of replacement within the next few years. As a part of this replacement we are implementing all-inclusive portions to each playground so that we have more accessible options throughout the City to better serve our residents.						
<b>Project Costs:</b>							Project
	<u>FY 20-21</u>	<u>FY 21-22</u>	<u>FY 22-23</u>	<u>FY 23-24</u>	<u>FY 24-25</u>	<u>FY 25-26</u>	<u>Total</u>
	\$40,000	\$40,000	\$40,000	\$110,000	\$40,000	\$80,000	\$350,000
<b>Operating Impact:</b>							
	\$0	(\$7,200)	(\$8,800)	(\$4,800)	(\$8,600)	\$13,200	(\$16,200)
<b>Project Pricing:</b>	Pricing is based on the Co-Op pricing quotes received to replace the George Street Park this fiscal year.						

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**LEISURE SERVICES DEPARTMENT (CONTINUED)**

<b>Project Name:</b>	Park Improvements	<b>Project Description:</b>					
<b>Funding Source:</b>	Recreation Impact Fund	Provide funds to be able to immediately address park improvements.					
<b>Justification:</b>	These allocations will provide funds on an annual basis toward addressing park improvements that were not budgeted but are brought to light by the public or the Parks and Recreation Advisory Committee. These funds will be allocated so that concerns can be addressed without delay.						
<b>Project Costs:</b>	<u>FY 20-21</u>	<u>FY 21-22</u>	<u>FY 22-23</u>	<u>FY 23-24</u>	<u>FY 24-25</u>	<u>FY 25-26</u>	<u>Project Total</u>
	\$20,000	\$20,000	\$20,000	\$20,000	\$20,000	\$20,000	\$120,000
<b>Operating Impact:</b>	\$0	(\$5,600)	(\$10,800)	(\$15,600)	(\$20,000)	(\$24,000)	(\$76,000)
<b>Project Pricing:</b>	Will be established at time improvements are better defined.						

<b>Project Name:</b>	Barber St. Lightning System	<b>Project Description:</b>					
<b>Funding Source:</b>	Discretionary Sales Tax	This is for the installation of a ThorGuard Integrated Lightning Prediction and Warning System for Barber Street.					
<b>Justification:</b>	The City currently does not have a Lightning Warning System at our athletic fields at Barber Street. The Parks & Recreation Committee requested that the City look into this and provide a budgetary request to have a system installed at the Barber Street Sports Complex. This system is a Lightning Prediction system that would cover the entire complex.						
<b>Project Costs:</b>	<u>FY 20-21</u>	<u>FY 21-22</u>	<u>FY 22-23</u>	<u>FY 23-24</u>	<u>FY 24-25</u>	<u>FY 25-26</u>	<u>Project Total</u>
	\$24,000	\$0	\$0	\$0	\$0	\$0	\$24,000
<b>Operating Impact:</b>	\$0	(\$2,880)	(\$1,200)	\$480	\$2,160	\$3,360	\$1,920
<b>Project Pricing:</b>	This is based on pricing from ThorGuard for this system. It also includes an option for the Thor PCX software in which the community can see the current status of the lightning detector on their phones, computers, etc... before they show up at the fields.						

**STORMWATER FUND**

<b>Project Name:</b>	Stormwater Master Plan	<b>Project Description:</b>					
<b>Funding Source:</b>	Stormwater Utility Fund	The Stormwater Master Plan will guide the Stormwater Utility in making capital improvements to the system that: 1) improves water quality of Collier Creek/Elkcam Canal, the Sebastian River and Indian River Lagoon; 2) reduces the Stormwater Utility's annual maintenance requirements and 3) serves as the springboard for the City's aggressive search for state and federal grants.					
<b>Justification:</b>	A comprehensive Stormwater Master Plan is the essential planning document necessary to seek state and federal grant funding needed to achieve the goals listed above. The cost to repair/replace the the Collier Creek/Elkcam Creek seawalls alone is in excess of \$20M. It is recommended that this be initiated in FY 2019-2020; so the pursuit of federal funding can start in FY 2020-021.						
<b>Project Costs:</b>	<u>FY 20-21</u>	<u>FY 21-22</u>	<u>FY 22-23</u>	<u>FY 23-24</u>	<u>FY 24-25</u>	<u>FY 25-26</u>	<u>Project Total</u>
	\$200,000	\$0	\$0	\$0	\$0	\$0	\$200,000
<b>Operating Impact:</b>	\$0	\$0	\$0	\$0	\$0	\$0	\$0
<b>Project Pricing:</b>	Based on discussions with firms that provide these services.						

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**STORMWATER FUND (CONTINUED)**

<b>Project Name:</b>	Stormwater Equipment	<b>Project Description:</b>
<b>Funding Source:</b>	Stormwater Utility Fund	<b>FY 20-21</b> Two Zippy Head Mower Attachments (48K); Small Equipment Trailer (25K); Lazer Survey Level (2K); Pin Locator (1K); Concrete Saw (1.2K). <b>FY 21-22</b> Lazer Survey Level (1.9K); Concrete Saw (1.2K). <b>FY 22-23</b> Mini Excavator (55K). <b>FY 23-24</b> Small Excavator (58K).

**Justification:** Equipment needed to more effectively and efficiently maintain the Stormwater System and/or to replace equipment that will be at the end of its useful life.

<b>Project Costs:</b>							<b>Project Total</b>
<u>FY 20-21</u>	<u>FY 21-22</u>	<u>FY 22-23</u>	<u>FY 23-24</u>	<u>FY 24-25</u>	<u>FY 25-26</u>		
\$77,050	\$3,100	\$55,000	\$58,000	\$0	\$0		\$193,150
<b>Operating Impact:</b>							
\$0	(\$16,951)	(\$9,928)	(\$14,013)	(\$13,258)	\$1,434		(\$52,716)

**Project Pricing:** This pricing was provided by the Fleet Superintendent.

<b>Project Name:</b>	Stormwater Heavy Equipment	<b>Project Description:</b>
<b>Funding Source:</b>	Stormwater Utility Fund	<b>FY 20-21</b> Lowboy Tractor & Trailer (165K). <b>FY 23-24</b> 311 Excavator (225K).

**Justification:** Heavy equipment replacements for Stormwater maintenance program.

<b>Project Costs:</b>							<b>Project Total</b>
<u>FY 20-21</u>	<u>FY 21-22</u>	<u>FY 22-23</u>	<u>FY 23-24</u>	<u>FY 24-25</u>	<u>FY 25-26</u>		
\$165,000	\$0	\$0	\$225,000	\$0	\$0		\$390,000
<b>Operating Impact:</b>							
\$0	(\$44,550)	(\$34,650)	(\$24,750)	(\$75,600)	(\$52,200)		(\$231,750)

**Project Pricing:** This pricing was provided by the Fleet Superintendent.

<b>Project Name:</b>	Slip Lining	<b>Project Description:</b>
<b>Funding Source:</b>	Discretionary Sales Tax	Slipline stormwater pipes at and near the intersection of Schumann Drive with Kildare Drive.

**Justification:** Used for failing stormwater pipes. This method avoids open cutting and replacement of the pipes.

<b>Project Costs:</b>							<b>Project Total</b>
<u>FY 20-21</u>	<u>FY 21-22</u>	<u>FY 22-23</u>	<u>FY 23-24</u>	<u>FY 24-25</u>	<u>FY 25-26</u>		
\$100,000	\$100,000	\$100,000	\$100,000	\$100,000	\$100,000		\$600,000
<b>Operating Impact:</b>							
\$0	\$0	\$0	\$0	\$0	\$0		\$0

**Project Pricing:** Staff recently completed a similar project and has a good idea of the total cost for this project.

<b>Project Name:</b>	Swale/Driveway/Culvert Repairs	<b>Project Description:</b>
<b>Funding Source:</b>	Stormwater Utility Fund	Repair front swales and driveway culverts in conjunction with street reconstruction projects.

**Justification:** If these repairs are not done, the sizeable investment in street reconstruction will be wasted as saturated road bases and their overlying asphalt surfaces will quickly degrade well before their useful life of 20 plus years. As a result we would never catch up with improving the condition of our streets.

<b>Project Costs:</b>							<b>Project Total</b>
<u>FY 20-21</u>	<u>FY 21-22</u>	<u>FY 22-23</u>	<u>FY 23-24</u>	<u>FY 24-25</u>	<u>FY 25-26</u>		
\$100,000	\$100,000	\$100,000	\$100,000	\$100,000	\$100,000		\$600,000
<b>Operating Impact:</b>							
\$0	\$0	\$0	\$0	\$0	\$0		\$0

**Project Pricing:** Staff has excellent experience with the cost of this program, with the work done in this past year.

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**STORMWATER FUND (CONTINUED)**

<b>Project Name:</b>	Canal Restoration	<b>Project Description:</b>					
<b>Funding Source:</b>	Discretionary Sales Tax Fund	Restore canal sides/bottom of Collier Creek/Elkcam Canal to their original contour.					
<b>Justification:</b>	Significant accumulation of dead vegetation and growth of rooted invasive aquatic species has occurred over the years in the City's 8.15 mile Collier Creek/Elkcam Canal. Effective maintenance management and vegetation management requires that these issues be addressed.						
<b>Project Costs:</b>							Project
<u>FY 20-21</u>	<u>FY 21-22</u>	<u>FY 22-23</u>	<u>FY 23-24</u>	<u>FY 24-25</u>	<u>FY 25-26</u>		<u>Total</u>
\$500,000	\$500,000	\$500,000	\$500,000	\$500,000	\$500,000		\$3,000,000
<b>Operating Impact:</b>							
\$0	\$0	\$0	\$0	\$0	\$0		\$0
<b>Project Pricing:</b>	An annual allocation of \$500,000 was made starting in FY 2019-2020 but action has been delayed to allow for the adoption of an Integrated Pest Management Program for the Collier Creek/Elkcam Canal. The actual cost will be dependent on the Program eventually adopted.						

<b>Project Name:</b>	Concha Dam Repairs		<b>Project Description:</b>			
<b>Funding Source:</b>	Stormwater Utility Fund		Repair/Replace sheet piling on walls and redo cap of Concha Dam.			
<b>Justification:</b>	There have been signs of corrosion at the cap and seams of the walls and this has been accelerating in the past two years. Dam will be approximately 25 years old in FY 2021-2022.					
<b>Project Costs:</b>	Project					
<u>FY 20-21</u>	<u>FY 21-22</u>	<u>FY 22-23</u>	<u>FY 23-24</u>	<u>FY 24-25</u>	<u>FY 25-26</u>	<u>Total</u>
\$0	\$800,000	\$0	\$0	\$0	\$0	\$800,000
<b>Operating Impact:</b>						
\$0	\$0	(\$304,000)	(\$280,000)	(\$256,000)	(\$232,000)	(\$1,072,000)
<b>Project Pricing:</b>	Pricing has been increased to reflect the currently estimated extent of work needing to be done.					

<b>Project Name:</b>	Tulip Drive Crossing	<b>Project Description:</b>				
<b>Funding Source:</b>	Stormwater Utility Fund	Replace road crossing pipes with a con/span open flow design.				
<b>Justification:</b>	This is a pinch point on a main ditch, where pipes are undersized due to minimal road coverage over the pipes. It is recommended they be replaced with a con/span type open flow design to enhance conveyance. Roadway improvements will also be needed.					
<b>Project Costs:</b>						<b>Project</b>
<u>FY 20-21</u>	<u>FY 21-22</u>	<u>FY 22-23</u>	<u>FY 23-24</u>	<u>FY 24-25</u>	<u>FY 25-26</u>	<u>Total</u>
\$0	\$0	\$250,000	\$0	\$0	\$0	\$250,000
<b>Operating Impact:</b>						
\$0	\$0	\$0	(\$95,000)	(\$87,500)	(\$80,000)	(\$262,500)
<b>Project Pricing:</b>	Pricing was escalated from previous year submittal to allow for construction cost increases.					

<b>Project Name:</b>	Bayfront Road Crossing		<b>Project Description:</b>			
<b>Funding Source:</b>	Stormwater Utility Fund		Change Bayfront Road Crossing pipe to con/span open flow design.			
<b>Justification:</b>	This is a main ditch pinch point causing the existing ditch to overflow into residential properties. A con/span open flow design will prevent the existing pipe being plugged with debris.					
<b>Project Costs:</b>						<b>Project</b>
<u>FY 20-21</u>	<u>FY 21-22</u>	<u>FY 22-23</u>	<u>FY 23-24</u>	<u>FY 24-25</u>	<u>FY 25-26</u>	<u>Total</u>
\$0	\$0	\$0	\$250,000	\$0	\$0	\$250,000
<b>Operating Impact:</b>						
\$0	\$0	\$0	\$0	(\$120,000)	(\$117,500)	(\$237,500)
<b>Project Pricing:</b>	Rough estimate that will be defined before proceeding with this project.					

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**STORMWATER FUND (CONTINUED)**

<b>Project Name:</b>	Ocean Cove Drainage	<b>Project Description:</b>					
<b>Funding Source:</b>	Stormwater Utility Fund		Eroding slopes on ditch bank are encroaching on private property. Design is to stabilize the slopes.				
<b>Justification:</b>	At times when there are high water levels, the slopes are eroding and encroaching on private property. Design is to stabilize the slopes and keep the open conveyance of the ditch.						
<b>Project Costs:</b>						Project	
	<u>FY 20-21</u>	<u>FY 21-22</u>	<u>FY 22-23</u>	<u>FY 23-24</u>	<u>FY 24-25</u>	<u>FY 25-26</u>	<u>Total</u>
	\$0	\$0	\$0	\$0	\$350,000	\$0	\$350,000
<b>Operating Impact:</b>							
	\$0	\$0	\$0	\$0	\$0	(\$168,000)	(\$168,000)
<b>Project Pricing:</b>	Price estimate increased to reflect current costs.						

**GOLF COURSE**

<b>Project Name:</b>	Driving Range Equipment	<b>Project Description:</b>					
<b>Funding Source:</b>	Golf Course		21/22 Replace 3-gang range picker (2.7K); Replace Ball Washer (2.6K).				
<b>Justification:</b>	These items are geared toward the driving range and are used multiple times each and every day. It is not unusual for over 5,000 range balls to be hit out into the driving range. The range picker is used to retrieve the golf balls and the ball washer cleans the golf balls. Through wear and tear and very heavy use, these items need to be replaced.						
<b>Project Costs:</b>							Project
	<u>FY 20-21</u>	<u>FY 21-22</u>	<u>FY 22-23</u>	<u>FY 23-24</u>	<u>FY 24-25</u>	<u>FY 25-26</u>	<u>Total</u>
	\$0	\$5,290	\$0	\$0	\$0	\$0	\$5,290
<b>Operating Impact:</b>							
	\$0	\$0	(\$635)	(\$265)	\$106	\$476	(\$317)
<b>Project Pricing:</b>	Prices were taken out of Easy-Picker Golf Products, Inc.						

<b>Project Name:</b>	Irrigation Software Upgrade	<b>Project Description:</b>					
<b>Funding Source:</b>	Golf Course		Upgrade the Irrigation Computer Software (14K).				
<b>Justification:</b>	Currently, the irrigation computer is operating on a software system that is over 19 years old and is completely obsolete. The computer and software have crashed twice now and each time, Hector Turf techs were able to save the system, however, with each crash, techs have assured us that eventually the system will not be able to be saved. The software and irrigation computer are critical to controlling and programming the 930 irrigation rotors that are on the golf course. The quote includes: software upgrade, hardware upgrade, radio-interface upgrade and tech support and installation.						
<b>Project Costs:</b>							Project
	<u>FY 20-21</u>	<u>FY 21-22</u>	<u>FY 22-23</u>	<u>FY 23-24</u>	<u>FY 24-25</u>	<u>FY 25-26</u>	<u>Total</u>
	\$14,000	\$0	\$0	\$0	\$0	\$0	\$14,000
<b>Operating Impact:</b>							
	\$0	(\$2,520)	(\$560)	\$1,400	\$3,080	\$4,200	\$5,600
<b>Project Pricing:</b>	Price is from Hector Turf which is the sole-source vendor for this software.						



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**AIRPORT FUND**

<b>Project Name:</b>	Construct Taxi Lane	<b>Project Description:</b>
<b>Funding Source:</b>	90% FAA Grant \$519,338. 5% FDOT Grant \$24,963. 5% Matching Requirements from Discretionary Sales Tax \$24,963.	Construction of Taxi Lane leading from future site for square hangars to Taxiway Alpha.

**Justification:** This is in conjunction with the eventual development of a site for square hangars.

<b>Project Costs:</b>							<b>Project Total</b>
<u>FY 20-21</u>	<u>FY 21-22</u>	<u>FY 22-23</u>	<u>FY 23-24</u>	<u>FY 24-25</u>	<u>FY 25-26</u>		
\$569,264	\$0	\$0	\$0	\$0	\$0		\$569,264

<b>Operating Impact:</b>							
\$0	(\$68,312)	(\$28,463)	\$11,385	\$51,234	\$79,697		\$45,541

**Project Pricing:** Estimated by engineering consultant.

<b>Project Name:</b>	Construction of Square Hangars	<b>Project Description:</b>
<b>Funding Source:</b>	80% FDOT Grant \$708,603. 20% Matching Requirements from Discretionary Sales Tax \$176,679.	Develop the Site and Construct Square Hangars.

**Justification:** This is an opportunity to increase rental revenues.

<b>Project Costs:</b>							<b>Project Total</b>
<u>FY 20-21</u>	<u>FY 21-22</u>	<u>FY 22-23</u>	<u>FY 23-24</u>	<u>FY 24-25</u>	<u>FY 25-26</u>		
\$0	\$885,282	\$0	\$0	\$0	\$0		\$885,282

<b>Operating Impact:</b>							
\$0	\$0	(\$6,147)	\$2,706	\$11,558	\$20,411		\$28,528

**Project Pricing:** Estimated by engineering consultant.

<b>Project Name:</b>	Establish Sewer Service	<b>Project Description:</b>
<b>Funding Source:</b>	80% FDOT Grant \$800,000. 20% Matching Requirements from Discretionary Sales Tax \$200,000.	Connect to anticipated County extension of sewer main to provide sewer service on west side of Airport.

**Justification:** This will enable sewer service to the planned Public Facilities Compound.

<b>Project Costs:</b>							<b>Project Total</b>
<u>FY 20-21</u>	<u>FY 21-22</u>	<u>FY 22-23</u>	<u>FY 23-24</u>	<u>FY 24-25</u>	<u>FY 25-26</u>		
\$1,000,000	\$0	\$0	\$0	\$0	\$0		\$1,000,000

<b>Operating Impact:</b>							
\$0	(\$390,000)	(\$390,000)	(\$380,000)	(\$380,000)	(\$370,000)		(\$1,910,000)

**Project Pricing:** Estimated based on experience.

<b>Project Name:</b>	Economic Development Hangar	<b>Project Description:</b>
<b>Funding Source:</b>	50% FDOT Grant \$500,000. 50% Matching Requirements from Discretionary Sales Tax \$500,000.	Construct a hangar for economic development.

**Justification:** This can be anticipated to enhance the City's economic development potential.

<b>Project Costs:</b>							<b>Project Total</b>
<u>FY 20-21</u>	<u>FY 21-22</u>	<u>FY 22-23</u>	<u>FY 23-24</u>	<u>FY 24-25</u>	<u>FY 25-26</u>		
\$0	\$1,000,000	\$0	\$0	\$0	\$0		\$1,000,000

<b>Operating Impact:</b>							
\$0	(\$25,000)	(\$15,000)	(\$5,000)	\$5,000	\$15,000		(\$25,000)

**Project Pricing:** Estimated by engineering consultant.

**AIRPORT FUND (CONTINUED)**

## IMPACTS OF CAPITAL OUTLAYS ON OPERATING COST CALCULATION CRITERIA

Capital Improvements may impact operating costs in several ways. To quantify the amount various projects will generally impact operating costs, the City applies four main factors, adjusted by the expected years of useful life. These factors are maintenance, efficiency, risk management and replacement. If applicable, some items may be further adjusted to reflect offsets from anticipated revenues the item will generate.

	<u>Year of Purchase</u>	<u>1 Year After</u>	<u>2 Years After</u>	<u>3 Years After</u>	<u>4 Years After</u>	<u>5 Years After</u>
<b>Maintenance Factor</b> - As items get older, costs for maintaining them will increase. Annual amount should not exceed 100%.						
30+ Year Useful Life	0%	1%	2%	3%	4%	5%
20 Year Useful Life	0%	2%	4%	6%	8%	10%
10 Year Useful Life	0%	3%	6%	9%	12%	15%
7 Year Useful Life	0%	5%	10%	15%	20%	25%
5 Year Useful Life	0%	7%	14%	21%	28%	35%
3 Year Useful Life	0%	10%	20%	30%	40%	50%
<b>Efficiency Factor</b> - As items get older, the initially improved efficiency declines. Annual amount could be a loss in subsequent years.						
30+ Year Useful Life	0%	-10%	-10%	-9%	-9%	-8%
20 Year Useful Life	0%	-10%	-9%	-8%	-7%	-6%
10 Year Useful Life	0%	-10%	-8%	-6%	-4%	-2%
7 Year Useful Life	0%	-10%	-7%	-4%	-1%	2%
5 Year Useful Life	0%	-10%	-6%	-2%	2%	4%
3 Year Useful Life	0%	-10%	-5%	0%	5%	10%
<b>Risk Management Factor</b> - Items may have savings by reducing liability exposure. Annual amount should not be positive.						
30+ Year Useful Life	0%	-10%	-10%	-9%	-9%	-8%
20 Year Useful Life	0%	-10%	-9%	-8%	-7%	-6%
10 Year Useful Life	0%	-10%	-8%	-6%	-4%	-2%
7 Year Useful Life	0%	-10%	-7%	-4%	-1%	0%
5 Year Useful Life	0%	-10%	-6%	-2%	0%	0%
3 Year Useful Life	0%	-10%	-5%	0%	0%	0%
<b>Replacement Factor</b> - A savings would occur by taking replaced items out of service. Annual amount would continue to compound.						
30+ Year Useful Life	0%	-30%	-31%	-32%	-33%	-34%
20 Year Useful Life	0%	-20%	-21%	-22%	-23%	-24%
10 Year Useful Life	0%	-10%	-11%	-12%	-13%	-14%
7 Year Useful Life	0%	-7%	-8%	-9%	-10%	-11%
5 Year Useful Life	0%	-5%	-6%	-7%	-8%	-9%
3 Year Useful Life	0%	-3%	-4%	-5%	-6%	-7%
<b>Revenue Factor</b> - Some items may be offset by additional revenue. These are handled on a case-by-case basis.						

# IMPACTS OF CAPITAL IMPROVEMENT PROJECTS ON OPERATING COST CALCULATIONS BY PROJECT

<u>List of Projects</u>	<u>Life</u> <u>Years</u>	<u>FY 2020-21</u>	<u>FY 2021-22</u>	<u>FY 2022-23</u>	<u>FY 2023-24</u>	<u>FY 2024-25</u>	<u>FY 2025-26</u>	<u>Capital</u> <u>Totals</u>
<b>General Government</b>								
Blueprint - Survey Storage	5	2,310	-	-	-	-	-	2,310
<b>Maintenance</b>		-	162	323	485	647	809	
<b>Efficiency</b>		-	(231)	(139)	(46)	46	92	
<b>Risk</b>		-	(231)	(139)	(46)	-	-	
<b>Replacement</b>		-	(116)	(139)	(162)	(185)	(208)	
<b>Total</b>		-	(416)	(92)	231	508	693	
Server/Host Update	5	43,195	43,195	43,195	43,195	-	-	172,780
<b>Maintenance</b>		-	3,024	9,071	18,142	30,237	40,000	
<b>Efficiency</b>		-	(4,320)	(6,911)	(7,775)	(6,911)	(864)	
<b>Risk</b>		-	(4,320)	(6,911)	(7,775)	(7,775)	(3,456)	
<b>Replacement</b>		-	(2,160)	(4,751)	(7,775)	(11,231)	(12,959)	
<b>Total</b>		-	(7,775)	(9,503)	(5,183)	4,320	22,722	
City Wide Computers	5	35,000	45,000	35,000	45,000	35,000	45,000	240,000
<b>Maintenance</b>		-	2,450	8,050	16,100	10,000	10,000	
<b>Efficiency</b>		-	(3,500)	(6,600)	(6,900)	(6,800)	(4,600)	
<b>Risk</b>		-	(3,500)	(6,600)	(6,900)	(7,500)	(6,900)	
<b>Replacement</b>		-	(1,750)	(4,350)	(6,900)	(10,300)	(13,650)	
<b>Total</b>		-	(6,300)	(9,500)	(4,600)	(14,600)	(15,150)	
Audio Visual Equipment	5	75,000	-	-	-	-	-	75,000
<b>Maintenance</b>		-	5,250	10,500	15,750	21,000	26,250	
<b>Efficiency</b>		-	(7,500)	(4,500)	(1,500)	1,500	3,000	
<b>Risk</b>		-	(7,500)	(4,500)	(1,500)	-	-	
<b>Replacement</b>		-	(3,750)	(4,500)	(5,250)	(6,000)	(6,750)	
<b>Total</b>		-	(13,500)	(3,000)	7,500	16,500	22,500	
COSTv Equipment	5	\$10,000	\$10,000	\$10,000	\$10,000	\$10,000	\$10,000	60,000
<b>Maintenance</b>		-	700	2,100	4,200	7,000	10,500	
<b>Efficiency</b>		-	(1,000)	(1,600)	(1,800)	(1,600)	(1,200)	
<b>Risk</b>		-	(1,000)	(1,600)	(1,800)	(1,800)	(1,800)	
<b>Replacement</b>		-	(500)	(1,100)	(1,800)	(2,600)	(3,500)	
<b>Total</b>		-	(1,800)	(2,200)	(1,200)	1,000	4,000	
Phone System	20	100,000	-	-	-	-	-	100,000
<b>Maintenance</b>		-	2,000	4,000	6,000	8,000	10,000	
<b>Efficiency</b>		-	(10,000)	(9,000)	(8,000)	(7,000)	(6,000)	
<b>Risk</b>		-	(10,000)	(9,000)	(8,000)	(7,000)	(6,000)	
<b>Replacement</b>		-	(20,000)	(21,000)	(22,000)	(23,000)	(24,000)	
<b>Total</b>		-	(38,000)	(35,000)	(32,000)	(29,000)	(26,000)	
Network Infrastructure	5	39,000	30,000	30,000	30,000	30,000	30,000	189,000
<b>Maintenance</b>		-	2,730	7,560	14,490	23,520	30,000	
<b>Efficiency</b>		-	(3,900)	(5,340)	(5,580)	(4,620)	(3,240)	
<b>Risk</b>		-	(3,900)	(5,340)	(5,580)	(5,400)	(5,400)	
<b>Replacement</b>		-	(1,950)	(3,840)	(6,030)	(8,520)	(11,310)	
<b>Total</b>		-	(7,020)	(6,960)	(2,700)	4,980	10,050	
Over-the-Air Connections	5	-	10,000	20,000	-	-	-	30,000
<b>Maintenance</b>		-	-	700	2,800	4,900	7,000	
<b>Efficiency</b>		-	-	(1,000)	(2,600)	(1,400)	(200)	
<b>Risk</b>		-	-	(1,000)	(2,600)	(1,400)	(400)	
<b>Total</b>		-	-	(1,300)	(2,400)	2,100	6,400	
Core and Remote Switches	5	-	-	-	25,000	20,000	-	45,000
<b>Maintenance</b>		-	-	-	-	1,750	4,900	
<b>Efficiency</b>		-	-	-	-	(2,500)	(3,500)	
<b>Risk</b>		-	-	-	-	(2,500)	(3,500)	
<b>Replacement</b>		-	-	-	-	(1,250)	(2,500)	
<b>Total</b>		-	-	-	-	(4,500)	(4,600)	

# IMPACTS OF CAPITAL IMPROVEMENT PROJECTS ON OPERATING COST CALCULATIONS BY PROJECT (CONTINUED)

List of Projects	Life							Capital
	Years	FY 2020-21	FY 2021-22	FY 2022-23	FY 2023-24	FY 2024-25	FY 2025-26	Totals
Police Department								
COPE Vehicles Graphic Wrap	7	5,000	-	-	-	-	-	5,000
Maintenance		-	250	500	750	1,000	1,250	
Efficiency		-	(500)	(350)	(200)	(50)	(100)	
Risk		-	(500)	(350)	(200)	(50)	-	
Replacement		-	(350)	(400)	(450)	(500)	(550)	
Total		-	(1,100)	(600)	(100)	400	600	
Police Vehicles	7	373,500	300,000	305,000	310,000	315,000	320,000	1,923,500
Maintenance		-	18,675	52,350	101,275	165,700	245,875	
Efficiency		-	(37,350)	(56,145)	(66,440)	(68,085)	(75,870)	
Risk		-	(37,350)	(56,145)	(66,440)	(68,085)	(68,400)	
Replacement		-	(26,145)	(50,880)	(78,965)	(110,450)	(145,385)	
Total		-	(82,170)	(110,820)	(110,570)	(80,920)	(43,780)	
Police Road Patrol Equipment	7	25,000	56,000	32,500	20,000	36,000	39,500	209,000
Maintenance		-	1,250	5,300	10,975	17,650	26,125	
Efficiency		-	(2,500)	(7,350)	(8,170)	(6,765)	(7,360)	
Risk		-	(2,500)	(7,350)	(8,170)	(6,765)	(6,860)	
Replacement		-	(1,750)	(5,920)	(9,005)	(11,540)	(15,395)	
Total		-	(5,500)	(15,320)	(14,370)	(7,420)	(3,490)	
Police Investigations Equipment	5	10,600	-	-	-	-	-	10,600
Maintenance		-	742	1,484	2,226	2,968	3,710	
Efficiency		-	(1,060)	(636)	(212)	212	424	
Risk		-	(1,060)	(636)	(212)	-	-	
Total		-	(1,378)	212	1,802	3,180	4,134	
Community Development Department								
Harrison Street Park Plaza	10	270,000	250,000	-	-	-	-	520,000
Maintenance		-	8,100	23,700	39,300	54,900	70,500	
Risk		-	(27,000)	(46,600)	(36,200)	(25,800)	(15,400)	
Replacement		-	(27,000)	(54,700)	(59,900)	(65,100)	(70,300)	
Total		-	(45,900)	(77,600)	(56,800)	(36,000)	(15,200)	
N. Central Avenue Event Plaza	10	40,000	250,000	250,000	-	-	-	540,000
Maintenance		-	1,200	9,900	26,100	42,300	58,500	
Risk		-	(4,000)	(28,200)	(47,400)	(36,600)	(25,800)	
Replacement		-	(4,000)	(29,400)	(57,300)	(62,700)	(68,100)	
Total		-	(6,800)	(47,700)	(78,600)	(57,000)	(35,400)	
Working Waterfront Landscaping	n/a	45,000	-	-	-	-	-	45,000
Tree Protection Plan	20	135,000	135,000	-	-	-	-	270,000
Maintenance		-	2,700	8,100	13,500	18,900	24,300	
Risk		-	(13,500)	(25,650)	(22,950)	(20,250)	(17,550)	
Replacement		-	(27,000)	(55,350)	(58,050)	(60,750)	(63,450)	
Total		-	(37,800)	(72,900)	(67,500)	(62,100)	(56,700)	
Sustainable Sebastian	5	16,500	-	-	-	-	-	16,500
Maintenance		-	1,155	2,310	3,465	4,620	5,775	
Efficiency		-	(1,650)	(990)	(330)	330	660	
Risk		-	(1,650)	(990)	(330)	-	-	
Replacement		-	(825)	(990)	(1,155)	(1,320)	(1,485)	
Total		-	(4,125)	(2,970)	(1,815)	(990)	(825)	
Septic to Sewer	n/a	-	200,000	-	200,000	-	200,000	600,000
Roads Department								
School Zone Lights	10	46,510	-	-	-	-	-	46,510
Maintenance		-	1,395	2,791	4,186	5,581	6,977	
Risk		-	(4,651)	(3,721)	(2,791)	(1,860)	(930)	
Replacement		-	(4,651)	(5,116)	(5,581)	(6,046)	(6,511)	
Total		-	(7,907)	(6,046)	(4,186)	(2,326)	(465)	
Update City Street Signs	10	81,000	-	-	-	-	-	81,000
Maintenance		-	2,430	4,860	7,290	9,720	12,150	
Efficiency		-	(8,100)	(6,480)	(4,860)	(3,240)	(1,620)	
Risk		-	(8,100)	(6,480)	(4,860)	(3,240)	(1,620)	
Replacement		-	(8,100)	(8,910)	(9,720)	(10,530)	(11,340)	
Total		-	(21,870)	(17,010)	(12,150)	(7,290)	(2,430)	

# IMPACTS OF CAPITAL IMPROVEMENT PROJECTS ON OPERATING COST CALCULATIONS BY PROJECT (CONTINUED)

<u>List of Projects</u>	<u>Life</u> <u>Years</u>	<u>FY 2020-21</u>	<u>FY 2021-22</u>	<u>FY 2022-23</u>	<u>FY 2023-24</u>	<u>FY 2024-25</u>	<u>FY 2025-26</u>	<u>Capital</u> <u>Totals</u>
<b>Roads Department (Continued)</b>								
Street Repaving	30+	400,000	600,000	600,000	600,000	600,000	600,000	3,400,000
Maintenance		-	8,000	28,000	60,000	104,000	160,000	
Efficiency		-	(40,000)	(100,000)	(156,000)	(210,000)	(260,000)	
Risk		-	(40,000)	(100,000)	(156,000)	(210,000)	(260,000)	
Replacement		-	(120,000)	(304,000)	(494,000)	(690,000)	(892,000)	
Total		-	(192,000)	(476,000)	(746,000)	(1,006,000)	(1,252,000)	
Street Reconstruction	30+	500,000	-	-	-	-	-	500,000
Maintenance		-	10,000	20,000	30,000	40,000	50,000	
Efficiency		-	(50,000)	(50,000)	(45,000)	(45,000)	(40,000)	
Risk		-	(50,000)	(50,000)	(45,000)	(45,000)	(40,000)	
Replacement		-	(150,000)	(155,000)	(160,000)	(165,000)	(170,000)	
Total		-	(240,000)	(235,000)	(220,000)	(215,000)	(200,000)	
Sidewalk Replacement	7	100,000	100,000	100,000	100,000	100,000	100,000	600,000
Maintenance		-	5,000	15,000	30,000	50,000	75,000	
Efficiency		-	(10,000)	(17,000)	(21,000)	(22,000)	(24,000)	
Risk		-	(10,000)	(17,000)	(21,000)	(22,000)	(22,000)	
Replacement		-	(7,000)	(15,000)	(24,000)	(34,000)	(45,000)	
Total		-	(22,000)	(34,000)	(36,000)	(28,000)	(16,000)	
Roads Division Equipment	7	48,400	-	-	-	-	-	48,400
Maintenance		-	2,420	4,840	7,260	9,680	12,100	
Efficiency		-	(4,840)	(3,388)	(1,936)	(484)	(968)	
Risk		-	(4,840)	(3,388)	(1,936)	(484)	-	
Replacement		-	(3,388)	(3,872)	(4,356)	(4,840)	(5,324)	
Total		-	(10,648)	(5,808)	(968)	3,872	5,808	
Roads Division Heavy Equipment	10	130,000	165,000	85,000	-	-	-	380,000
Maintenance		-	3,900	12,750	24,150	35,550	46,950	
Efficiency		-	(13,000)	(26,900)	(29,500)	(21,900)	(14,300)	
Risk		-	(13,000)	(26,900)	(29,500)	(21,900)	(14,300)	
Replacement		-	(13,000)	(30,800)	(42,250)	(46,050)	(49,850)	
Total		-	(35,100)	(71,850)	(77,100)	(54,300)	(31,500)	
<b>Public Facilities Department</b>								
Public Facilities Compound	30+	-	1,250,000	1,250,000	1,000,000	-	-	3,500,000
Maintenance		-	-	25,000	75,000	145,000	215,000	
Efficiency		-	-	(125,000)	(237,500)	(312,500)	(277,500)	
Risk		-	-	(125,000)	(237,500)	(312,500)	(277,500)	
Replacement		-	-	(250,000)	(512,500)	(737,500)	(772,500)	
Total		-	-	(475,000)	(912,500)	(1,217,500)	(1,112,500)	
Fleet Division Equipment	7	2,800	9,880	4,800	-	-	-	17,480
Maintenance		-	140	774	1,648	2,522	3,396	
Risk		-	(280)	(1,184)	(1,284)	(759)	(291)	
Replacement		-	(196)	(916)	(1,378)	(1,553)	(1,728)	
Total		-	(336)	(1,326)	(1,014)	210	1,377	
Cemetery Equipment	5	19,500	-	-	-	14,000	-	33,500
Maintenance		-	1,365	2,730	4,095	5,460	7,805	
Efficiency		-	(1,950)	(1,170)	(390)	390	(620)	
Risk		-	(1,950)	(1,170)	(390)	-	(1,400)	
Total		-	(2,535)	390	3,315	5,850	5,785	
Cemetery Grounds Improvements	7	20,000	20,000	40,000	-	-	-	80,000
Maintenance		-	1,000	3,000	7,000	11,000	15,000	
Risk		-	(2,000)	(3,400)	(6,200)	(3,800)	(1,800)	
Replacement		-	(1,400)	(3,000)	(6,200)	(7,000)	(7,800)	
Total		-	(2,400)	(3,400)	(5,400)	200	5,400	
Cemetery Driveway Resurfacing	30+	15,000	-	-	-	-	-	15,000
Maintenance		-	300	600	900	1,200	1,500	
Risk		-	(1,500)	(1,500)	(1,350)	(1,350)	(1,200)	
Replacement		-	(4,500)	(4,650)	(4,800)	(4,950)	(5,100)	
Total		-	(5,700)	(5,550)	(5,250)	(5,100)	(4,800)	

# IMPACTS OF CAPITAL IMPROVEMENT PROJECTS ON OPERATING COST CALCULATIONS BY PROJECT (CONTINUED)

<u>List of Projects</u>	<u>Life</u> <u>Years</u>	<u>FY 2020-21</u>	<u>FY 2021-22</u>	<u>FY 2022-23</u>	<u>FY 2023-24</u>	<u>FY 2024-25</u>	<u>FY 2025-26</u>	<u>Capital</u> <u>Totals</u>
<b>Public Facilities Department (Continued)</b>								
Cemetery Columbarium Niches	30+	45,000	45,000	-	-	-	-	90,000
<b>Maintenance</b>		-	900	2,700	4,500	6,300	8,100	
<b>Efficiency</b>		-	(4,500)	(8,550)	(7,650)	(6,750)	(5,850)	
<b>Risk</b>		-	(4,500)	(8,550)	(7,650)	(6,750)	(5,850)	
<b>Replacement</b>		-	(9,000)	(18,450)	(19,350)	(20,250)	(21,150)	
<b>Total</b>		-	(17,100)	(32,850)	(30,150)	(27,450)	(24,750)	
Bench Seats and Monuments	5	\$20,000	\$0	\$0	\$0	\$0	\$0	\$20,000
<b>Maintenance</b>		-	1,400	2,800	4,200	5,600	7,000	
<b>Efficiency</b>		-	(2,000)	(1,200)	(400)	400	800	
<b>Risk</b>		-	(2,000)	(1,200)	(400)	-	-	
<b>Replacement</b>		-	(1,000)	(1,200)	(1,400)	(1,600)	(1,800)	
<b>Total</b>		-	(3,600)	(800)	2,000	4,400	6,000	
Facility Maintenance Equipment	10	\$13,500	\$40,000	\$0	\$0	\$0	\$0	53,500
<b>Maintenance</b>		-	405	2,010	3,615	5,220	6,825	
<b>Efficiency</b>		-	(1,350)	(5,080)	(4,010)	(2,940)	(1,870)	
<b>Risk</b>		-	(1,350)	(5,080)	(4,010)	(2,940)	(1,870)	
<b>Replacement</b>		-	(1,350)	(5,485)	(6,020)	(6,555)	(7,090)	
<b>Total</b>		-	(3,645)	(13,635)	(10,425)	(7,215)	(4,005)	
Facility Maintenance Vehicles	10	65,000	-	-	-	-	-	65,000
<b>Maintenance</b>		-	1,950	3,900	5,850	7,800	9,750	
<b>Efficiency</b>		-	(6,500)	(5,200)	(3,900)	(2,600)	(1,300)	
<b>Risk</b>		-	(6,500)	(5,200)	(3,900)	(2,600)	(1,300)	
<b>Replacement</b>		-	(6,500)	(7,150)	(7,800)	(8,450)	(9,100)	
<b>Total</b>		-	(17,550)	(13,650)	(9,750)	(5,850)	(1,950)	
Facility Maintenance Repairs	10	6,800	-	-	-	-	-	6,800
<b>Maintenance</b>		-	204	408	612	816	1,020	
<b>Efficiency</b>		-	(680)	(544)	(408)	(272)	(136)	
<b>Risk</b>		-	(680)	(544)	(408)	(272)	(136)	
<b>Total</b>		-	(1,156)	(680)	(204)	272	748	
<b>Leisure Services Department</b>								
Facility Repairs	n/a	-	18,300	-	-	-	-	18,300
Maintenance Equipment	7	29,000	13,000	-	14,000	-	-	56,000
<b>Maintenance</b>		-	1,450	3,550	5,650	8,450	11,250	
<b>Efficiency</b>		-	(2,900)	(3,330)	(2,070)	(2,210)	(1,690)	
<b>Risk</b>		-	(2,900)	(3,330)	(2,070)	(2,210)	(1,110)	
<b>Replacement</b>		-	(2,030)	(3,230)	(3,650)	(5,050)	(5,610)	
<b>Total</b>		-	(6,380)	(6,340)	(2,140)	(1,020)	2,840	
Park Identification Signage	7	30,000	30,000	-	-	-	-	60,000
<b>Maintenance</b>		-	1,500	4,500	7,500	10,500	13,500	
<b>Risk</b>		-	(3,000)	(5,100)	(3,300)	(1,500)	(300)	
<b>Replacement</b>		-	(2,100)	(4,500)	(5,100)	(5,700)	(6,300)	
<b>Total</b>		-	(3,600)	(5,100)	(900)	3,300	6,900	
Barber Street Baseball Dugouts	10	40,000	-	-	-	-	-	40,000
<b>Maintenance</b>		-	1,200	2,400	3,600	4,800	6,000	
<b>Efficiency</b>		-	(4,000)	(3,200)	(2,400)	(1,600)	(800)	
<b>Replacement</b>		-	(4,000)	(4,400)	(4,800)	(5,200)	(5,600)	
<b>Total</b>		-	(6,800)	(5,200)	(3,600)	(2,000)	(400)	
Barber Street Fencing	7	75,000	-	-	-	-	-	75,000
<b>Maintenance</b>		-	3,750	7,500	11,250	15,000	18,750	
<b>Risk</b>		-	(7,500)	(5,250)	(3,000)	(750)	-	
<b>Replacement</b>		-	(5,250)	(6,000)	(6,750)	(7,500)	(8,250)	
<b>Total</b>		-	(9,000)	(3,750)	1,500	6,750	10,500	
Parks Division Vehicles	7	34,000	-	34,000	34,000	34,000	-	136,000
<b>Maintenance</b>		-	1,700	3,400	6,800	11,900	18,700	
<b>Risk</b>		-	(3,400)	(2,380)	(4,760)	(6,120)	(7,140)	
<b>Replacement</b>		-	(2,380)	(2,720)	(5,440)	(8,500)	(11,900)	
<b>Total</b>		-	(4,080)	(1,700)	(3,400)	(2,720)	(340)	

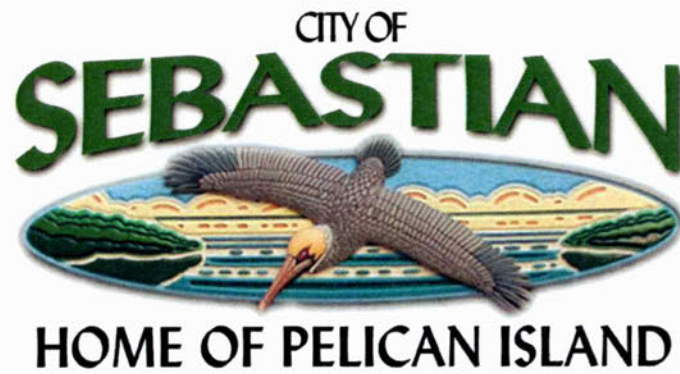
# IMPACTS OF CAPITAL IMPROVEMENT PROJECTS ON OPERATING COST CALCULATIONS BY PROJECT (CONTINUED)

<u>List of Projects</u>	<u>Life Years</u>	<u>FY 2020-21</u>	<u>FY 2021-22</u>	<u>FY 2022-23</u>	<u>FY 2023-24</u>	<u>FY 2024-25</u>	<u>FY 2025-26</u>	<u>Capital Totals</u>
<b>Leisure Services Department (Continued)</b>								
Playground Improvements	5	40,000	40,000	40,000	110,000	40,000	80,000	350,000
<b>Maintenance</b>		-	2,800	8,400	16,800	32,900	51,800	
<b>Efficiency</b>		-	(4,000)	(6,400)	(7,200)	(13,400)	(9,000)	
<b>Risk</b>		-	(4,000)	(6,400)	(7,200)	(14,200)	(11,400)	
<b>Replacement</b>		-	(2,000)	(4,400)	(7,200)	(13,900)	(18,200)	
<b>Total</b>		-	(7,200)	(8,800)	(4,800)	(8,600)	13,200	
Park Improvements	20	20,000	20,000	20,000	20,000	20,000	20,000	120,000
<b>Maintenance</b>		-	400	1,200	2,400	4,000	6,000	
<b>Risk</b>		-	(2,000)	(3,800)	(5,400)	(6,800)	(8,000)	
<b>Replacement</b>		-	(4,000)	(8,200)	(12,600)	(17,200)	(22,000)	
<b>Total</b>		-	(5,600)	(10,800)	(15,600)	(20,000)	(24,000)	
Barber St. Lightning System	30+	24,000	-	-	-	-	-	24,000
<b>Maintenance</b>		-	1,200	2,400	3,600	4,800	6,000	
<b>Risk</b>		-	(2,400)	(1,680)	(960)	(240)	-	
<b>Replacement</b>		-	(1,680)	(1,920)	(2,160)	(2,400)	(2,640)	
<b>Total</b>		-	(2,880)	(1,200)	480	2,160	3,360	
<b>Stormwater Department</b>								
Stormwater Master Plan	n/a	200,000	-	-	-	-	-	200,000
Stormwater Equipment	7	77,050	3,100	55,000	58,000	-	-	193,150
<b>Maintenance</b>		-	3,853	7,860	14,618	24,275	33,933	
<b>Efficiency</b>		-	(7,705)	(5,704)	(8,799)	(10,545)	(7,832)	
<b>Risk</b>		-	(7,705)	(5,704)	(8,799)	(10,545)	(6,291)	
<b>Replacement</b>		-	(5,394)	(6,381)	(11,033)	(16,444)	(18,376)	
<b>Total</b>		-	(16,951)	(9,928)	(14,013)	(13,258)	1,434	
Stormwater Heavy Equipment	10	165,000	-	-	225,000	-	-	390,000
<b>Maintenance</b>		-	4,950	9,900	14,850	26,550	38,250	
<b>Efficiency</b>		-	(16,500)	(13,200)	(9,900)	(29,100)	(21,300)	
<b>Risk</b>		-	(16,500)	(13,200)	(9,900)	(29,100)	(21,300)	
<b>Replacement</b>		-	(16,500)	(18,150)	(19,800)	(43,950)	(47,850)	
<b>Total</b>		-	(44,550)	(34,650)	(24,750)	(75,600)	(52,200)	
Slip Lining	n/a	100,000	100,000	100,000	100,000	100,000	100,000	600,000
Swale/Driveway/Culvert Repairs	n/a	100,000	100,000	100,000	100,000	100,000	100,000	600,000
Canal Restoration	n/a	500,000	500,000	500,000	500,000	500,000	500,000	3,000,000
Concha Dam Repairs	30+	-	800,000	-	-	-	-	800,000
<b>Maintenance</b>		-	-	16,000	32,000	48,000	64,000	
<b>Efficiency</b>		-	-	(80,000)	(72,000)	(64,000)	(56,000)	
<b>Risk</b>		-	-	(80,000)	(72,000)	(64,000)	(56,000)	
<b>Replacement</b>		-	-	(160,000)	(168,000)	(176,000)	(184,000)	
<b>Total</b>		-	-	(304,000)	(280,000)	(256,000)	(232,000)	
Tulip Drive Crossing	30+	-	-	250,000	-	-	-	250,000
<b>Maintenance</b>		-	-	-	5,000	10,000	15,000	
<b>Efficiency</b>		-	-	-	(25,000)	(22,500)	(20,000)	
<b>Risk</b>		-	-	-	(25,000)	(22,500)	(20,000)	
<b>Replacement</b>		-	-	-	(50,000)	(52,500)	(55,000)	
<b>Total</b>		-	-	-	(95,000)	(87,500)	(80,000)	
Bayfront Road Crossing	30+	-	-	-	250,000	-	-	250,000
<b>Maintenance</b>		-	-	-	-	5,000	10,000	
<b>Efficiency</b>		-	-	-	-	(25,000)	(25,000)	
<b>Risk</b>		-	-	-	-	(25,000)	(25,000)	
<b>Replacement</b>		-	-	-	-	(75,000)	(77,500)	
<b>Total</b>		-	-	-	-	(120,000)	(117,500)	
Ocean Cove Drainage	30+	-	-	-	-	350,000	-	350,000
<b>Maintenance</b>		-	-	-	-	-	7,000	
<b>Efficiency</b>		-	-	-	-	-	(35,000)	
<b>Risk</b>		-	-	-	-	-	(35,000)	
<b>Replacement</b>		-	-	-	-	-	(105,000)	
<b>Total</b>		-	-	-	-	-	(168,000)	

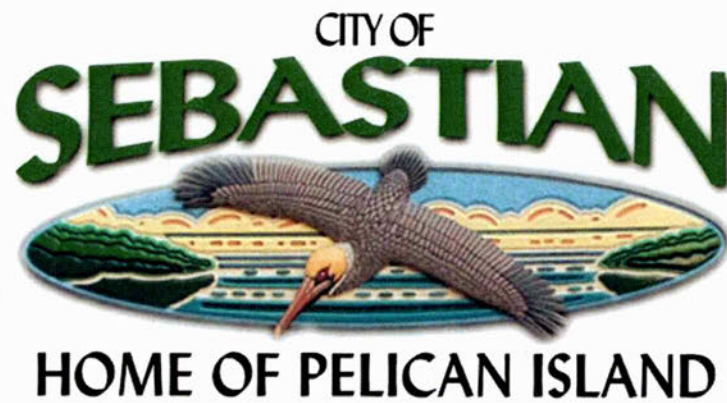


# IMPACTS OF CAPITAL IMPROVEMENT PROJECTS ON OPERATING COST CALCULATIONS BY PROJECT (CONTINUED)

<u>List of Projects</u>	<u>Life</u> <u>Years</u>	<u>FY 2020-21</u>	<u>FY 2021-22</u>	<u>FY 2022-23</u>	<u>FY 2023-24</u>	<u>FY 2024-25</u>	<u>FY 2025-26</u>	<u>Capital</u> <u>Totals</u>
<b>Golf Course</b>								
Driving Range Equipment	7	-	5,290	-	-	-	-	5,290
<b>Maintenance</b>		-	-	265	529	794	1,058	
<b>Risk</b>		-	-	(529)	(370)	(212)	(53)	
<b>Replacement</b>		-	-	(370)	(423)	(476)	(529)	
<b>Total</b>		-	-	(635)	(265)	106	476	
Irrigation Software Upgrade	5	14,000	-	-	-	-	-	14,000
<b>Maintenance</b>		-	980	1,960	2,940	3,920	4,900	
<b>Efficiency</b>		-	(1,400)	(840)	(280)	280	560	
<b>Risk</b>		-	(1,400)	(840)	(280)	-	-	
<b>Replacement</b>		-	(700)	(840)	(980)	(1,120)	(1,260)	
<b>Total</b>		-	(2,520)	(560)	1,400	3,080	4,200	
<b>Airport</b>								
Construct Taxi Lane	30+	569,264	-	-	-	-	-	569,264
<b>Maintenance</b>		-	28,463	56,926	85,390	113,853	142,316	
<b>Risk</b>		-	(56,926)	(39,848)	(22,771)	(5,693)	-	
<b>Replacement</b>		-	(39,848)	(45,541)	(51,234)	(56,926)	(62,619)	
<b>Total</b>		-	(68,312)	(28,463)	11,385	51,234	79,697	
Construction of Square Hangars	30+	-	885,282	-	-	-	-	885,282
<b>Maintenance</b>		-	-	8,853	17,706	26,558	35,411	
<b>Revenue</b>		-	-	(15,000)	(15,000)	(15,000)	(15,000)	
<b>Total</b>		-	-	(6,147)	2,706	11,558	20,411	
Establish Sewer Service	30+	1,000,000	-	-	-	-	-	1,000,000
<b>Maintenance</b>		-	10,000	20,000	30,000	40,000	50,000	
<b>Risk</b>		-	(100,000)	(100,000)	(90,000)	(90,000)	(80,000)	
<b>Replacement</b>		-	(300,000)	(310,000)	(320,000)	(330,000)	(340,000)	
<b>Total</b>		-	(390,000)	(390,000)	(380,000)	(380,000)	(370,000)	
Economic Development Hangar	30+	-	1,000,000	-	-	-	-	1,000,000
<b>Maintenance</b>		-	-	10,000	20,000	30,000	40,000	
<b>Revenue</b>		-	(25,000)	(25,000)	(25,000)	(25,000)	(25,000)	
<b>Total</b>		-	(25,000)	(15,000)	(5,000)	5,000	15,000	
Rehab Taxiway Alpha Apron	30+	-	290,000	-	-	-	-	290,000
<b>Maintenance</b>		-	-	14,500	29,000	43,500	58,000	
<b>Risk</b>		-	-	(29,000)	(20,300)	(11,600)	(2,900)	
<b>Replacement</b>		-	-	(20,300)	(23,200)	(26,100)	(29,000)	
<b>Total</b>		-	-	(34,800)	(14,500)	5,800	26,100	
Rehab Runway 05/23	30+	-	-	2,200,000	-	-	-	2,200,000
<b>Maintenance</b>		-	-	-	110,000	220,000	330,000	
<b>Risk</b>		-	-	-	(220,000)	(154,000)	(88,000)	
<b>Replacement</b>		-	-	-	(154,000)	(176,000)	(198,000)	
<b>Total</b>		-	-	-	(264,000)	(110,000)	44,000	
Apron Reconstruction	30+	-	-	-	150,000	-	-	150,000
<b>Maintenance</b>		-	-	-	-	7,500	15,000	
<b>Risk</b>		-	-	-	-	(15,000)	(10,500)	
<b>Replacement</b>		-	-	-	-	(10,500)	(12,000)	
<b>Total</b>		-	-	-	-	(18,000)	(7,500)	
Front Counter Renovations	30+	24,000	-	-	-	-	-	24,000
<b>Maintenance</b>		-	240	480	720	960	12,000	
<b>Efficiency</b>		-	(2,400)	(2,400)	(2,160)	(2,160)	(1,920)	
<b>Replacement</b>		-	-	-	-	-	3,150	
<b>Total</b>		-	(2,160)	(1,920)	(1,440)	(1,200)	13,230	
<b>Totals</b>		-	(1,438,163)	(2,656,461)	(3,526,024)	(3,827,679)	(3,565,920)	27,641,166



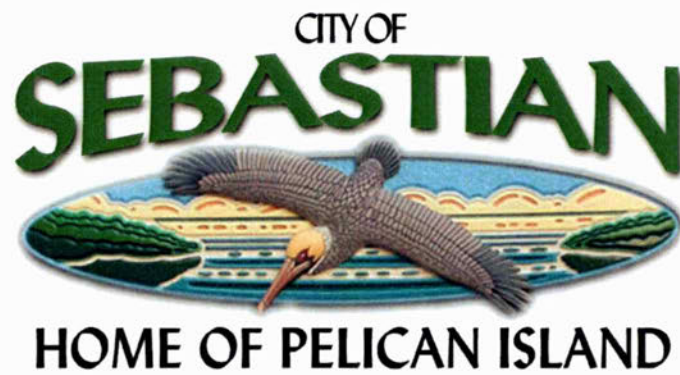
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CITY OF SEBASTIAN, FLORIDA  
ANNUAL BUDGET  
FISCAL YEAR 2020-2021

***SCHEDULES***

**Draft as of June 24, 2020**



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**GENERAL FUND  
PROJECTED BALANCES  
FISCAL YEARS 2021-2026**

	FY 18-19	FY 19-20	FY 20-21	FY 21-22	FY 22-23	FY 23-24	FY 24-25	FY 25-26
Property Taxes (See Calculations Below), 5% Growth	\$ 3,941,541	\$ 4,001,929	\$ 4,262,807	\$ 4,475,947	\$ 4,699,745	\$ 4,934,732	\$ 5,181,469	\$ 5,440,542
Franchise Fees (Flat 19-20, 4.5% 20-21, 3.5% Growth)	1,343,744	1,399,140	1,462,101	1,513,275	1,566,239	1,621,058	1,677,795	1,736,517
Utility Service Tax (Flat 19-20, 4.5% 20-21, 3.5% Growth)	2,882,460	2,988,314	3,122,777	3,232,074	3,345,197	3,462,279	3,583,458	3,708,879
Intergovernmental (-21.2% 6 Mo. 19-20, 4.5% 20-21, 3.5 Growth)	3,081,248	2,608,646	2,341,085	2,423,023	2,507,829	2,595,603	2,686,449	2,780,475
Investment Income(Same 19-20, 1% Growth)	155,213	61,500	61,500	62,115	62,736	63,364	63,997	64,637
Other Revenue (2% Growth)	957,375	1,096,646	1,126,233	1,148,758	1,171,733	1,195,167	1,219,071	1,243,452
Charges to Cemetery	55,000	80,000	85,000	90,000	90,000	90,000	90,000	90,000
Transfers from Golf Course	-	26,901	35,000	35,000	35,000	35,000	35,000	35,000
Transfers from Airport	23,928	25,000	150,000	-	-	-	-	-
FEMA and State Reimbursements	532,620	14,706	193,666	-	-	-	-	-
<b>GENERAL FUND REVENUE</b>	<b>\$ 12,973,129</b>	<b>\$ 12,302,782</b>	<b>\$ 12,840,169</b>	<b>\$ 12,980,192</b>	<b>\$ 13,478,478</b>	<b>\$ 13,997,202</b>	<b>\$ 14,537,238</b>	<b>\$ 15,099,503</b>
Personnel (Insurance (3%) Then 5%, Pay Zero. Then 2.5%)	\$ 9,228,444	\$ 9,728,850	\$ 9,906,781	\$ 10,188,975	\$ 10,478,224	\$ 10,774,704	\$ 11,078,597	\$ 11,390,086
Operating Expenditures	2,573,882	2,833,102	2,719,478	2,719,478	2,719,478	2,719,478	2,719,478	2,719,478
Total Operation and Maintenance	\$ 11,802,326	\$ 12,561,952	\$ 12,626,259	\$ 12,908,453	\$ 13,197,702	\$ 13,494,182	\$ 13,798,075	\$ 14,109,564
Transfers to Other Funds	23,244	4,691						
City Clerk Equipment	13,983		2,310					
MIS Equipment	24,320	912						
Police Personnel Equipment	59,224	74,853	35,600	56,000	32,500	20,000	36,000	39,500
Police Early Warning System		14,650						
COPE Vehicles Graphic Wrap			5,000					
Public Works Roads Equipment	55,743		48,400					
Public Works Roads Vehicle		39,190						
Public Facilities Fleet Equipment	9,595		2,800	9,880	4,800			
Cemetery Bench Seats and Monuments			20,000					
Public Facilities Maintenance Equipment	18,374		13,500	40,000				
Public Facilities Repairs		42,525	6,800					
Leisure Services Facility Repairs				18,300				
Leisure Services Parks Equipment	67,159	27,588	29,000	13,000		14,000		
Leisure Services Vehicles	73,481	67,580	34,000		34,000	34,000	34,000	
Leisure Services Parks Security Cameras		10,000						
Leisure Services Friendship Park Tennis Courts		30,000						
Leisure Services Barber Street Shed		10,000						
Community Development Sustainable Sebastian			16,500					
Community Development Plotter/Scanner		14,650						
<b>TOTAL EXPENDITURES FY 19</b>	<b>\$ 12,147,449</b>							
<b>TOTAL EXPENDITURES FY 20</b>		<b>\$ 12,898,591</b>						
<b>TOTAL EXPENDITURES FY 21</b>			<b>\$ 12,840,169</b>					
<b>TOTAL EXPENDITURES FY 22</b>				<b>\$ 13,045,633</b>				
<b>TOTAL EXPENDITURES FY 23</b>					<b>\$ 13,269,002</b>			
<b>TOTAL EXPENDITURES FY 24</b>						<b>\$ 13,562,182</b>		
<b>TOTAL EXPENDITURES FY 25</b>							<b>\$ 13,868,075</b>	
<b>TOTAL EXPENDITURES FY 26</b>								<b>\$ 14,149,064</b>
BEGINNING UNRESTRICTED RESERVE BALANCE	\$ 5,373,381	\$ 6,199,061	\$ 5,603,252	\$ 5,603,252	\$ 5,537,811	\$ 5,747,287	\$ 6,182,306	\$ 6,851,470
TOTAL REVENUES	12,973,129	12,302,782	12,840,169	12,980,192	13,478,478	13,997,202	14,537,238	15,099,503
TOTAL EXPENDITURES	12,147,449	12,898,591	12,840,169	13,045,633	13,269,002	13,562,182	13,868,075	14,149,064
UNRESTRICTED RESERVE BALANCE PER CAFR	\$ 6,199,061	\$ 5,603,252	\$ 5,603,252	\$ 5,537,811	\$ 5,747,287	\$ 6,182,306	\$ 6,851,470	\$ 7,801,909
Assigned Funds (Inventory, Prepaids & Receivables)	860,621	810,621	660,621	635,621	610,621	585,621	560,621	535,621
Available for Emergencies	\$ 5,338,440	\$ 4,792,631	\$ 4,942,631	\$ 4,902,190	\$ 5,136,666	\$ 5,596,685	\$ 6,290,849	\$ 7,266,288
Revenue vs Expenditures			-	(65,441)	209,476	435,020	669,164	950,439
Increase Cemetery Transfer \$5K 20-21 Then to \$90K Total								
Zero Raises, (3%) Insurance in 20-21. Then 2.5% Raises 5% Insurance.								

Note: Begin in 20-21 paying down Loans from Golf Course by \$35K per year.

**LOCAL OPTION GAS TAX FUND  
PROJECTED BALANCES  
FISCAL YEARS 2021-2026**

	FY 18-19	FY 19-20	FY 20-21	FY 21-22	FY 22-23	FY 23-24	FY 24-25	FY 25-26
Local Option Gas Taxes (20-21 Flat, then 4% Growth)	\$ 711,023	\$ 710,000	\$ 710,000	\$ 738,400	\$ 767,936	\$ 798,653	\$ 830,600	\$ 863,824
FDOT Lighting Agreement	13,295	13,694	14,105	14,528	14,964	15,413	15,875	16,351
Investment Income	8,902	10,770	13,282	10,257	9,320	7,724	9,236	11,139
<b>Total Revenues</b>	<b>\$ 733,220</b>	<b>\$ 734,464</b>	<b>\$ 737,387</b>	<b>\$ 763,185</b>	<b>\$ 792,220</b>	<b>\$ 821,790</b>	<b>\$ 855,711</b>	<b>\$ 891,314</b>
R/R Crossing Maintenance	\$ 48,344	\$ 5,400	\$ 5,400	\$ 5,400	\$ 5,400	\$ 5,400	\$ 5,400	\$ 5,400
Road Condition Assessment	11,500				38,900			
Road Signs and Markings	19,011	-	-	-	-	-	-	-
Sidewalk Construction and Repair	1,350	-	-	-	-	-	-	-
Total Operational and Maintenance	\$ 80,205	\$ 5,400	\$ 5,400	\$ 5,400	\$ 44,300	\$ 5,400	\$ 5,400	\$ 5,400
Debt Payment - Final FY22-23	243,187	243,802	243,340	242,801	122,174			
Paint Striping Machine/Trailer								
Concrete Planer/Dust Vacuum								
Indian River Drive Repaving/Improvements	53,419							
Riverview Park Sidewalks		46,581						
Street Repaving	370,643							
<b>TOTAL EXPENDITURES FY19</b>	<b>\$ 747,454</b>							
Track Skid Steer		106,000						
6 Year Street Repaving Program		108,850	400,000	350,000	600,000	600,000	600,000	600,000
<b>TOTAL EXPENDITURES FY20</b>		<b>\$ 510,633</b>						
School Zone Lights			46,510					
Update City Street Signs			81,000					
Sidewalk Construction/Repair			100,000	100,000	100,000	100,000	100,000	100,000
Wheel Loader			130,000					
Tandem Axle Dump Truck				115,000				
Brush Truck				50,000				
Pavement Marking Unit					85,000			
<b>TOTAL EXPENDITURES FY21</b>			<b>\$ 1,006,250</b>					
<b>TOTAL EXPENDITURES FY22</b>				<b>\$ 863,201</b>				
<b>TOTAL EXPENDITURES FY23</b>					<b>\$ 951,474</b>			
<b>TOTAL EXPENDITURES FY24</b>						<b>\$ 705,400</b>		
<b>TOTAL EXPENDITURES FY25</b>							<b>\$ 705,400</b>	
<b>TOTAL EXPENDITURES FY26</b>								<b>\$ 705,400</b>
BEGINNING FUND BALANCE	\$ 553,344	539,111	762,942	494,079	394,063	234,808	351,198	501,509
BUDGET RESERVE - 5% OF EXPENSES	25,213	13,342	38,146	31,020	41,465	35,270	35,270	35,270
UNRESTRICTED RESERVE BALANCE	\$ 528,131	\$ 525,769	\$ 724,797	\$ 463,059	\$ 352,598	\$ 199,538	\$ 315,928	\$ 466,239
TOTAL REVENUES	733,220	734,464	737,387	763,185	792,220	821,790	855,711	891,314
TOTAL EXPENDITURES+TRANSFERS	747,454	510,633	1,006,250	863,201	951,474	705,400	705,400	705,400
<b>ENDING FUND BALANCE</b>	<b>\$ 513,897</b>	<b>\$ 749,600</b>	<b>\$ 455,933</b>	<b>\$ 363,043</b>	<b>\$ 193,343</b>	<b>\$ 315,928</b>	<b>\$ 466,239</b>	<b>\$ 652,153</b>

**DISCRETIONARY SALES TAX FUND (DST)  
PROJECTED BALANCES  
FISCAL YEARS 2021-2026**

	FY 18-19	FY 19-20	FY 20-21	FY 21-22	FY 22-23	FY 23-24	FY 24-25	FY 25-26
DST Revenue (3.9%> 20-21, then 4.5% Growth)	\$ 3,524,825	\$ 3,426,818	\$ 3,581,025	\$ 3,742,171	\$ 3,910,569	\$ 4,086,544	\$ 4,270,439	\$ 4,462,608
Principal from \$285,000 Airport Advance 09/29/08	6,730	6,999	7,279	7,570	7,873	10,188	10,596	10,596
Interest from \$285,000 Airport Advance	11,270	11,001	10,721	10,430	10,127	9,812	9,404	9,404
Principal from \$267,511 Airport Advance 01/05/11	1,946	2,024	2,105	8,189	8,517	8,858	9,212	9,212
Interest from \$267,511 Airport Advance	10,554	10,476	10,395	10,311	9,983	9,642	9,288	9,288
Investment Income	85,250	42,999	58,678	26,838	33,255	31,261	42,582	59,868
<b>DST PROJECT REVENUE</b>	<b>\$ 3,640,575</b>	<b>\$ 3,500,317</b>	<b>\$ 3,670,203</b>	<b>\$ 3,805,508</b>	<b>\$ 3,980,324</b>	<b>\$ 4,156,306</b>	<b>\$ 4,351,521</b>	<b>\$ 4,560,977</b>
Stormwater Debt (Retires 5/01/22)	\$ 402,914	\$ 401,355	\$ 400,961	\$ 234,292	\$ -	\$ -	\$ -	\$ -
Server/Host Update		43,196	43,195	43,195	43,195	43,195		
City Computers	1,386	10,000	35,000	45,000	35,000	45,000	35,000	45,000
Police Computers	34,376	75,000	-	-	-	-	-	-
Audio Visual Equipment		5,000	75,000	-	-	-	-	-
COStv Equipment			10,000	10,000	10,000	10,000	10,000	10,000
Phone System			100,000					
Network Infrastructure	-	26,804	39,000	30,000	30,000	30,000	30,000	30,000
Over-the-Air Connections			-	10,000	20,000			
Core and Remote Switches						25,000	20,000	
Firewall Software	2,893							
Police Vehicles	412,613	355,000	373,500	300,000	305,000	310,000	315,000	320,000
Speed Trailers	13,530							
Police Evidence Building/Fixtures	49,904	40,000						
Police Dispatch Equipment	73,050	191,000						
Street Reconstruction		320,469	500,000	250,000				
Roads Division Heavy Equipment	51,462							
CavCor Boat Parking Paving Completion		56,810						
Facilities Maintenance Truck			65,000					
Public Facilities Compound		5,088,899		1,250,000	1,250,000	1,000,000		
City Emergency Generators	24,118	175,247						
Four Post Hydraulic Lift	11,536							
Pickle Ball Courts	120,751							
Community Center Offices		40,000						
Barber Street Lightning System			24,000					
Purchase 190 Sebastian Blvd.	1,842							
Harrison Street Park Plaza			270,000	250,000				
N. Central Avenue Event Plaza Design			40,000	250,000	250,000			
Tree Protection Plan			135,000	135,000				
Working Waterfront Phase 2A Enhancements	6,320	25,700						
Working Waterfront Phase 3 Parking Lot	19,671							
Oyster Pointe Drainage	36,567							
Tiki Bar Drainage	43,768							
Canal Restoration		250,000	500,000	500,000	500,000	500,000	500,000	500,000
Stonecrop Drainage	12,425	33,645						
Slip Lining			100,000	100,000	100,000	100,000	100,000	100,000
Renovate Golf Tees (Transfer to Golf Course)		50,000						
Golf Clubhouse Water Hookup (Transfer to Golf Course)		60,000						
Airport Master Plan Design/Environmental Study	2,800							
Airport Shade Hangars	112,890							
Taxiway "C", "D" and "E" Construction	114,047	64,027						
Security Cameras	47,843							
Construction of Hangar "D"	13,840	250,000						
Taxi Lane/Taxiway Alpha Design		3,199						
Construct Taxi Lane			24,963					
Establish Sewer Services			200,000					
Economic Development Hangar				500,000				
Construct Square Hangars				176,679				
Rehab Taxiway Alpha Apron				58,000				
Rehab runway 05/23					110,000			
Apron Reconstruction						30,000		
<b>TOTAL EXPENDITURES FY 19</b>	<b>\$ 1,610,546</b>							
<b>TOTAL EXPENDITURES FY 20</b>		<b>7,565,351</b>						
<b>TOTAL EXPENDITURES FY 21</b>			<b>2,935,619</b>					
<b>TOTAL EXPENDITURES FY 22</b>				<b>4,142,166</b>				
<b>TOTAL EXPENDITURES FY 23</b>					<b>2,653,195</b>			
<b>TOTAL EXPENDITURES FY 24</b>						<b>2,093,195</b>		
<b>TOTAL EXPENDITURES FY 25</b>							<b>1,010,000</b>	
<b>TOTAL EXPENDITURES FY 26</b>								<b>5,565,977</b>
BEGINNING FUND BALANCE	\$ 3,554,598	\$ 5,584,628	\$ 1,519,593	\$ 2,254,178	\$ 1,917,520	\$ 3,244,650	\$ 5,307,760	\$ 8,649,281
BUDGET RESERVE - 5% OF EXPENSES	80,527	378,268	146,781	207,108	132,660	104,660	50,500	-
RESERVE FOR ADVANCES	514,424	505,401	496,017	480,258	463,868	444,822	425,014	405,206
UNRESTRICTED RESERVE BALANCE	\$ 2,959,647	\$ 4,700,959	\$ 876,795	\$ 1,566,811	\$ 1,320,993	\$ 2,695,168	\$ 4,832,246	\$ 8,244,075
TOTAL REVENUES	3,640,575	3,500,317	3,670,203	3,805,508	3,980,324	4,156,306	4,351,521	4,560,977
TOTAL EXPENDITURES+DEBT+TRANSFERS	1,610,546	7,565,351	2,935,619	4,142,166	2,653,195	2,093,195	1,010,000	-
<b>ENDING FUND BALANCE</b>	<b>\$ 4,989,676</b>	<b>\$ 635,925</b>	<b>\$ 1,611,380</b>	<b>\$ 1,230,154</b>	<b>\$ 2,648,122</b>	<b>\$ 4,758,278</b>	<b>\$ 8,173,767</b>	<b>\$ 12,805,052</b>
Cash on Hand	\$ 5,070,204	\$ 1,014,192	\$ 1,758,161	\$ 1,437,262	\$ 2,780,782	\$ 4,862,938	\$ 8,224,267	\$ 12,805,052
<b>Advances to Other Funds - Balance After FY 25-26:</b>					\$285,000 Airport Advance 09/29/08			213,919
					\$267,511 Airport Advance 01/05/11			191,287
								<b>\$ 405,206</b>

**RIVERFRONT CRA FUND  
PROJECTED BALANCES  
FISCAL YEARS 2021-2026**

	FY 18-19	FY 19-20	FY 20-21	FY 21-22	FY 22-23	FY 23-24	FY 24-25	FY 25-26
Tax Increment from City	\$ 183,130	\$ 182,732	\$ 194,804	\$ 204,544	\$ 214,771	\$ 225,510	\$ 236,785	\$ 248,625
Tax Increment from County	201,086	220,508	235,065	246,818	259,159	272,117	285,723	300,009
Rents	36,000	36,000	36,000	36,000	36,000	36,000	36,000	36,000
Clambake Donation to Riverfront Sidewalks	3,000							
Transfer for Crabby Bill's Roof Repair (From R&R Account)	20,457							
Lagoon Council Sewer Connection Grant	59,008	100,000		100,000		100,000		100,000
Investment Income	14,101	18,750	9,209	24,531	24,855	46,626	50,552	76,476
<b>PROJECTED REVENUE</b>	<b>\$ 516,782</b>	<b>\$ 557,990</b>	<b>\$ 475,078</b>	<b>\$ 611,893</b>	<b>\$ 534,785</b>	<b>\$ 680,253</b>	<b>\$ 609,061</b>	<b>\$ 761,110</b>
Waterfront Renovations/Expenses (Crabby Bills)	\$ 35,466	\$ 18,753	\$ 20,000	\$ 20,000	\$ 20,000	\$ 20,000	\$ 20,000	\$ 20,000
Façade/Sign Improvement Program	-	15,000	40,000	40,000	40,000	40,000	40,000	40,000
Sewer Connection Program *	170,253	200,000	-	200,000	-	200,000	-	200,000
Special Events	43,460	40,000	48,500	48,500	48,500	48,500	48,500	48,500
Operating Expenditures	261,828	270,937	191,717	183,009	185,781	188,637	191,578	194,608
Update CRA Master Plan	35,780	-						
Wayfinding Signage	-	113,000						
Working Waterfront	-	-	45,000					
Riverview Park Sidewalk Replacement	-	32,041						
Tree Plan Consultant/Tree Program	19,705							
<b>TOTAL EXPENDITURES FY19</b>	<b>\$ 566,492</b>							
<b>TOTAL EXPENDITURES FY20</b>		<b>\$ 689,731</b>						
<b>TOTAL EXPENDITURES FY21</b>			<b>\$ 345,217</b>					
<b>TOTAL EXPENDITURES FY22</b>				<b>\$ 491,509</b>				
<b>TOTAL EXPENDITURES FY23</b>					<b>\$ 294,281</b>			
<b>TOTAL EXPENDITURES FY24</b>						<b>\$ 497,137</b>		
<b>TOTAL EXPENDITURES FY25</b>							<b>\$ 300,078</b>	
<b>TOTAL EXPENDITURES FY26</b>								<b>\$ 503,108</b>
<b>BEGINNING FUND BALANCE</b>	<b>\$ 443,814</b>	<b>\$ 394,104</b>	<b>\$ 262,363</b>	<b>\$ 392,224</b>	<b>\$ 512,608</b>	<b>\$ 753,112</b>	<b>\$ 936,228</b>	<b>\$ 1,245,210</b>
<b>ANNUAL REVENUES</b>	<b>516,782</b>	<b>557,990</b>	<b>475,078</b>	<b>611,893</b>	<b>534,785</b>	<b>680,253</b>	<b>609,061</b>	<b>761,110</b>
<b>ANNUAL EXPENDITURES</b>	<b>566,492</b>	<b>689,731</b>	<b>345,217</b>	<b>491,509</b>	<b>294,281</b>	<b>497,137</b>	<b>300,078</b>	<b>503,108</b>
<b>ENDING FUND BALANCE</b>	<b>\$ 394,104</b>	<b>\$ 262,363</b>	<b>\$ 392,224</b>	<b>\$ 512,608</b>	<b>\$ 753,112</b>	<b>\$ 936,228</b>	<b>\$ 1,245,210</b>	<b>\$ 1,503,212</b>

**Detail on Operating Expenditures:**

Indian River County Tax Assessor	\$ 5,000	\$ 5,000	\$ 5,000	\$ 5,000	\$ 5,000	\$ 5,000	\$ 5,000	\$ 5,000
City of Sebastian Administration	90,372	99,076	89,725	92,417	95,189	98,045	100,986	104,016
Landscaping	156,444	160,000	78,222	78,222	78,222	78,222	78,222	78,222
Other Contractual	-	-	10,500	-	-	-	-	-
Submerged Land Lease	5,480	4,200	4,300	4,300	4,300	4,300	4,300	4,300
Travel	-	-	500	-	-	-	-	-
Training and Education	-	395	400	-	-	-	-	-
Legal Advertisements	569	200	1,000	1,000	1,000	1,000	1,000	1,000
Supplies	365	-	-	-	-	-	-	-
CRA Association	175	175	175	175	175	175	175	175
Florida Redevelopment Association Dues	495	495	495	495	495	495	495	495
Landfill Fee for Fisherman's Landing	2,928	1,396	1,400	1,400	1,400	1,400	1,400	1,400
<b>Total Operating Expenditures</b>	<b>\$ 261,828</b>	<b>\$ 270,937</b>	<b>\$ 191,717</b>	<b>\$ 183,009</b>	<b>\$ 185,781</b>	<b>\$ 188,637</b>	<b>\$ 191,578</b>	<b>\$ 194,608</b>



**PARKING IN LIEU OF FUND  
PROJECTED BALANCES  
FISCAL YEARS 2021-2026**

	<b>FY 18-19</b>	<b>FY 19-20</b>	<b>FY 20-21</b>	<b>FY 21-22</b>	<b>FY 22-23</b>	<b>FY 23-24</b>	<b>FY 24-25</b>	<b>FY 25-26</b>
Payments in Lieu of Parking	\$ -	\$ 500	\$ 3,000	\$ 3,000	\$ 3,000	\$ 3,000	\$ 2,500	\$ -
Investment Income	1,393	1,344	1,376	1,493	1,601	1,711	1,824	1,928
<b>PROJECTED REVENUE</b>	<b>\$ 1,393</b>	<b>\$ 1,844</b>	<b>\$ 4,376</b>	<b>\$ 4,493</b>	<b>\$ 4,601</b>	<b>\$ 4,711</b>	<b>\$ 4,324</b>	<b>\$ 1,928</b>
Expenditures:								
None Programmed								
<b>PROJECTED DISBURSEMENTS</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>NONEXPENDABLE TRUST FUND:</b>								
BEGINNING FUND BALANCE	\$ 54,598	\$ 55,991	\$ 57,835	\$ 62,211	\$ 66,704	\$ 71,305	\$ 76,016	\$ 80,340
REVENUES	1,393	1,844	4,376	4,493	4,601	4,711	4,324	1,928
EXPENDITURES	-	-	-	-	-	-	-	-
<b>ENDING FUND BALANCE</b>	<b>\$ 55,991</b>	<b>\$ 57,835</b>	<b>\$ 62,211</b>	<b>\$ 66,704</b>	<b>\$ 71,305</b>	<b>\$ 76,016</b>	<b>\$ 80,340</b>	<b>\$ 82,269</b>

# RECREATION IMPACT FEE FUNDS

## PROJECTED BALANCES

### FISCAL YEARS 2021-2026

	FY 18-19	FY 19-20	FY 20-21	FY 21-22	FY 22-23	FY 23-24	FY 24-25	FY 25-26
Recreation Impact Fees	\$ 129,550	\$ 150,000	\$ 150,000	\$ 150,000	\$ 150,000	\$ 150,000	\$ 150,000	\$ 150,000
Investment Income	14,251	7,024	5,000	4,663	7,896	12,791	14,430	19,652
<b>PROJECTED REVENUE</b>	<b>\$ 143,801</b>	<b>\$ 157,024</b>	<b>\$ 155,000</b>	<b>\$ 154,663</b>	<b>\$ 157,896</b>	<b>\$ 162,791</b>	<b>\$ 164,430</b>	<b>\$ 169,652</b>
Community Center (Paving/Drainage/Ligl	\$ 6,160	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
All Inclusive Dock	-	40,000						
Football Field Restrooms	137,172							
Pickle Ball (Also See DST)	120,751	302,072						
Bark Park Shade Structure	129	13,871						
Park Improvements	12,487	20,000	20,000	20,000	20,000	20,000	20,000	20,000
Park Identification Signage	22,990	102,010	30,000	30,000				
<b>TOTAL EXPENDITURES FY 19</b>	<b>\$ 299,689</b>							
Barber Street Football Bleachers		20,000						
Barber Street Baseball Dugouts		60,000	40,000					
Barber Street Fencing		73,000						
Playground Improvements			70,000	40,000	40,000	110,000	40,000	80,000
<b>TOTAL EXPENDITURES FY 20</b>		<b>\$ 630,953</b>						
<b>TOTAL EXPENDITURES FY 21</b>			<b>\$ 160,000</b>					
<b>TOTAL EXPENDITURES FY 22</b>				<b>\$ 90,000</b>				
<b>TOTAL EXPENDITURES FY 23</b>					<b>\$ 60,000</b>			
<b>TOTAL EXPENDITURES FY 24</b>						<b>\$ 130,000</b>		
<b>TOTAL EXPENDITURES FY 25</b>							<b>\$ 60,000</b>	
<b>TOTAL EXPENDITURES FY 26</b>								<b>\$ 100,000</b>
BEGINNING FUND BALANCE	\$ 653,069	\$ 497,181	\$ 23,252	\$ 18,252	\$ 82,915	\$ 180,811	\$ 213,601	\$ 318,031
TOTAL REVENUES	143,801	157,024	155,000	154,663	157,896	162,791	164,430	169,652
TOTAL EXPENDITURES	299,689	630,953	160,000	90,000	60,000	130,000	60,000	0
<b>ENDING FUND BALANCE</b>	<b>\$ 497,181</b>	<b>\$ 23,252</b>	<b>\$ 18,252</b>	<b>\$ 82,915</b>	<b>\$ 180,811</b>	<b>\$ 213,601</b>	<b>\$ 318,031</b>	<b>\$ 487,683</b>

	FY 18-19	FY 19-20	FY 20-21	FY 21-22	FY 22-23	FY 23-24	FY 24-25	FY 25-26
<b>BEGINNING FUND BALANCE:</b>								
Zone A	\$ 109,404	\$ 41,809	\$ 796	\$ 11,667	\$ 21,707	\$ 51,657	\$ 55,713	\$ 87,390
Zone B	136,776	108,781	17,363	796	18,656	58,332	72,847	115,656
Zone C	114,001	78,474	4,821	558	18,370	38,020	31,137	11,192
Zone D	292,888	268,116	271	10,230	29,181	37,802	58,904	108,792
All Zones	\$ 653,069	\$ 497,180	\$ 23,251	\$ 23,251	\$ 87,914	\$ 185,810	\$ 218,600	\$ 323,030
<b>Recreation Impact Fees</b>								
Zone A	\$ 13,730	\$ 10,000	\$ 15,000	\$ 30,000	\$ 30,000	\$ 30,000	\$ 30,000	\$ 30,000
Zone B	28,059	15,000	15,000	40,000	40,000	40,000	40,000	40,000
Zone C	26,268	30,000	30,000	20,000	20,000	20,000	20,000	20,000
Zone D	61,491	95,000	95,000	60,000	60,000	60,000	60,000	60,000
All Zones	\$ 129,550	\$ 150,000	\$ 150,000	\$ 150,000	\$ 150,000	\$ 150,000	\$ 150,000	\$ 150,000
<b>Investment Income</b>								
Zone A	\$ 5,672	\$ 591	\$ 171	\$ 2,340	\$ 1,950	\$ 3,556	\$ 3,678	\$ 5,316
Zone B	1,276	1,537	3,734	160	1,676	4,015	4,809	7,036
Zone C	1,540	1,109	1,037	112	1,650	2,617	2,055	681
Zone D	5,764	3,788	58	2,051	2,621	2,602	3,888	6,618
All Zones	\$ 14,251	\$ 7,024	\$ 5,000	\$ 4,663	\$ 7,896	\$ 12,791	\$ 14,430	\$ 19,652
<b>Transfers:</b>								
Zone A	\$ 86,997	\$ 51,603	\$ 4,300	\$ 22,300	\$ 2,000	\$ 29,500	\$ 2,000	\$ 22,000
Zone B	\$ 57,330	\$ 107,955	\$ 35,300	\$ 22,300	\$ 2,000	\$ 29,500	\$ 2,000	\$ 22,000
Zone C	\$ 63,335	\$ 104,762	\$ 35,300	\$ 2,300	\$ 2,000	\$ 29,500	\$ 42,000	\$ 22,000
Zone D	\$ 92,027	\$ 366,633	\$ 85,100	\$ 43,100	\$ 54,000	\$ 41,500	\$ 14,000	\$ 34,000
All Zones	\$ 299,689	\$ 630,953	\$ 160,000	\$ 90,000	\$ 60,000	\$ 130,000	\$ 60,000	\$ 100,000
<b>Ending Balances:</b>								
Zone A	\$ 41,809	\$ 796	\$ 11,667	\$ 21,707	\$ 51,657	\$ 55,713	\$ 87,390	\$ 100,707
Zone B	108,781	17,363	796	18,656	58,332	72,847	115,656	140,692
Zone C	78,474	4,821	558	18,370	38,020	31,137	11,192	9,873
Zone D	268,116	271	10,230	29,181	37,802	58,904	108,792	141,410
All Zones	\$ 497,180	\$ 23,251	\$ 23,251	\$ 87,914	\$ 185,810	\$ 218,600	\$ 323,030	\$ 392,682

	FY 19 Ending Balances	7 Year Income Thru FY19
Zone A	796	369,174
Zone B	17,363	199,445
Zone C	4,821	140,181
Zone D	271	428,098

Proves We are Spending Income Received Within Past 7 Years

**STORMWATER UTILITY REVENUE FUND  
PROJECTED BALANCES  
FISCAL YEARS 2021-2026**

	<b>FY 18-19</b>	<b>FY 19-20</b>	<b>FY 20-21</b>	<b>FY 21-22</b>	<b>FY 22-23</b>	<b>FY 23-24</b>	<b>FY 24-25</b>	<b>FY 25-26</b>
Stormwater Fees	\$ 2,038,668	\$ 2,038,668	\$ 2,038,668	\$ 2,038,668	\$ 2,038,668	\$ 2,038,668	\$ 2,038,668	\$ 2,038,668
Sale of Fixed Assets	-	38,250						
Investment Income	37,764	36,083	44,844	46,281	39,441	41,764	39,459	40,346
<b>TOTAL REVENUE FUND REVENUE</b>	<b>\$ 2,076,432</b>	<b>\$ 2,113,001</b>	<b>\$ 2,083,512</b>	<b>\$ 2,084,949</b>	<b>\$ 2,078,109</b>	<b>\$ 2,080,432</b>	<b>\$ 2,078,127</b>	<b>\$ 2,079,014</b>
Personnel	\$ 848,908	\$ 672,310	\$ 697,055	\$ 714,481	\$ 732,343	\$ 750,652	\$ 769,418	\$ 788,654
Operating Accounts	536,318	631,512	734,983	734,983	734,983	734,983	734,983	734,983
Landscaping Contract			78,222	78,222	78,222	78,222	78,222	78,222
NPDES 5 Year Permit					7,988			
Total Operational and Maintenance	\$ 1,385,226	\$ 1,303,822	\$ 1,510,260	\$ 1,527,686	\$ 1,553,536	\$ 1,563,857	\$ 1,582,623	\$ 1,601,859
Stormwater Master Plan			200,000					
Concrete Chipping Hammer	1,868							
Level, Saw and Pin Locator			4,050					
Pumps, Sod Cutter and Compactor	16,330							
Mini Excavators					55,000	58,000		
Equipment Trailer			25,000					
Track Excavator		182,793				225,000		
Zippy Head Mowers			48,000					
Lowboy Tractor & Trailer			165,000					
Transfers Out to Stormwater Projects Fund		275,000	100,000	900,000	350,000	350,000	450,000	100,000
Stormwater Improvements	133,759							
<b>TOTAL REVENUE FUND EXPENDITURES</b>	<b>\$ 1,537,183</b>	<b>\$ 1,761,615</b>	<b>\$ 2,052,310</b>	<b>\$ 2,427,686</b>	<b>\$ 1,958,536</b>	<b>\$ 2,196,857</b>	<b>\$ 2,032,623</b>	<b>\$ 1,701,859</b>
BEGINNING FUND BALANCE	\$ 350,464	\$ 889,713	\$ 1,241,099	\$ 1,272,301	\$ 929,564	\$ 1,049,136	\$ 932,711	\$ 978,214
BUDGET RESERVE - 15% TO 5% OF EXPENSES	76,859	88,081	102,616	121,384	97,927	109,843	101,631	85,093
UNRESTRICTED RESERVE BALANCE	\$ 273,605	\$ 801,632	\$ 1,138,484	\$ 1,150,917	\$ 831,637	\$ 939,293	\$ 831,080	\$ 893,121
ANNUAL REVENUES	2,076,432	2,113,001	2,083,512	2,084,949	2,078,109	2,080,432	2,078,127	2,079,014
ANNUAL EXPENDITURES	1,537,183	1,761,615	2,052,310	2,427,686	1,958,536	2,196,857	2,032,623	1,701,859
<b>ENDING FUND BALANCE</b>	<b>\$ 812,854</b>	<b>\$ 1,153,018</b>	<b>\$ 1,169,686</b>	<b>\$ 808,180</b>	<b>\$ 951,210</b>	<b>\$ 822,868</b>	<b>\$ 876,583</b>	<b>\$ 1,270,276</b>

**STORMWATER UTILITY PROJECTS FUND  
PROJECTED BALANCES**

	<b>FY 18-19</b>	<b>FY 19-20</b>	<b>FY 20-21</b>	<b>FY 21-22</b>	<b>FY 22-23</b>	<b>FY 23-24</b>	<b>FY 24-25</b>	<b>FY 25-26</b>
Transfers In from Stormwater Revenue Fund	\$ -	\$ 275,000	\$ 100,000	\$ 900,000	\$ 350,000	\$ 350,000	\$ 450,000	\$ 100,000
Grants		645,000						
<b>TOTAL PROJECT REVENUE</b>	<b>\$ -</b>	<b>\$ 920,000</b>	<b>\$ 100,000</b>	<b>\$ 900,000</b>	<b>\$ 350,000</b>	<b>\$ 350,000</b>	<b>\$ 450,000</b>	<b>\$ 100,000</b>
Stonecrop Drainage		\$ 860,000						
Roadway Swale/Culvert Work		60,000	100,000	100,000	100,000	100,000	100,000	100,000
Tulip Road Crossing					250,000			
Bayfront Road Crossing						250,000		
Ocean Cove							350,000	
Concha Dam				\$ 800,000				
<b>TOTAL PROJECT EXPENDITURES</b>	<b>\$ -</b>	<b>\$ 920,000</b>	<b>\$ 100,000</b>	<b>\$ 900,000</b>	<b>\$ 350,000</b>	<b>\$ 350,000</b>	<b>\$ 450,000</b>	<b>\$ 100,000</b>

**CEMETERY TRUST FUND  
PROJECTED BALANCES  
FISCAL YEARS 2021-2026**

	FY 18-19	FY 19-20	FY 20-21	FY 21-22	FY 22-23	FY 23-24	FY 24-25	FY 25-26
Lot Sales	\$ 111,350	\$ 105,000	\$ 105,000	\$ 105,000	\$ 105,000	\$ 105,000	\$ 105,000	\$ 105,000
Interest Income	24,824	10,453	9,379	8,678	8,265	8,097	8,328	8,422
<b>PROJECTED REVENUE</b>	<b>\$ 136,174</b>	<b>\$ 115,453</b>	<b>\$ 114,379</b>	<b>\$ 113,678</b>	<b>\$ 113,265</b>	<b>\$ 113,097</b>	<b>\$ 113,328</b>	<b>\$ 113,422</b>
<b>Expended from Permanent Endowment:</b>								
Cemetery Equipment	-	-	19,500	-	-	-	14,000	-
Cemetery Driveway Resurfacing	-	-	15,000	-	-	-	-	-
Cemetery Grounds Improvements	-	-	20,000	20,000	40,000	-	-	-
General Fund Transfer for Operations	55,000	80,000	85,000	90,000	90,000	90,000	90,000	90,000
<b>TOTAL OPERATIONAL EXPENDITURES</b>	<b>\$ 55,000</b>	<b>\$ 80,000</b>	<b>\$ 139,500</b>	<b>\$ 110,000</b>	<b>\$ 130,000</b>	<b>\$ 90,000</b>	<b>\$ 104,000</b>	<b>\$ 90,000</b>
<b>Expended from Non-Endowed (Capital):</b>								
Improvements to Sand Hill Section	41,478	150,000						
Columbarium Niches			45,000	45,000				
<b>PROJECTED CAPITAL DISBURSEMENTS</b>	<b>41,478</b>	<b>150,000</b>	<b>45,000</b>	<b>45,000</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>TOTAL PROJECTED DISBURSEMENTS</b>	<b>\$ 96,478</b>	<b>\$ 230,000</b>	<b>\$ 130,000</b>	<b>\$ 135,000</b>	<b>\$ 90,000</b>	<b>\$ 90,000</b>	<b>\$ 90,000</b>	<b>\$ 90,000</b>
<b>PERMANENT ENDOWMENT:</b>								
BEGINNING FUND BALANCE	\$ 708,034	\$ 708,709	\$ 681,209	\$ 594,209	\$ 536,709	\$ 459,209	\$ 421,709	\$ 370,209
ANNUAL REVENUES	55,675	52,500	52,500	52,500	52,500	52,500	52,500	52,500
ANNUAL EXPENDITURES & TRANSFERS	(55,000)	(80,000)	(139,500)	(110,000)	(130,000)	(90,000)	(104,000)	(90,000)
<b>ENDING FUND BALANCE</b>	<b>\$ 708,709</b>	<b>\$ 681,209</b>	<b>\$ 594,209</b>	<b>\$ 536,709</b>	<b>\$ 459,209</b>	<b>\$ 421,709</b>	<b>\$ 370,209</b>	<b>\$ 332,709</b>
<b>NON-ENDOWED (Capital)</b>								
BEGINNING FUND BALANCE	\$ 304,725	\$ 343,746	\$ 256,699	\$ 273,578	\$ 289,756	\$ 350,521	\$ 411,118	\$ 471,946
ANNUAL REVENUES	80,499	62,953	61,879	61,178	60,765	60,597	60,828	60,922
ANNUAL EXPENDITURES	(41,478)	(150,000)	(45,000)	(45,000)	-	-	-	-
<b>ENDING FUND BALANCE</b>	<b>\$ 343,746</b>	<b>\$ 256,699</b>	<b>\$ 273,578</b>	<b>\$ 289,756</b>	<b>\$ 350,521</b>	<b>\$ 411,118</b>	<b>\$ 471,946</b>	<b>\$ 532,868</b>
<b>TOTAL ENDING BALANCE OF TRUST FUND</b>	<b>\$ 1,052,455</b>	<b>\$ 937,908</b>	<b>\$ 867,787</b>	<b>\$ 826,465</b>	<b>\$ 809,730</b>	<b>\$ 832,827</b>	<b>\$ 842,155</b>	<b>\$ 865,577</b>

**GOLF COURSE FUND  
PROJECTED BALANCES  
FISCAL YEARS 2021-2026**

	<b>FY 18-19</b>	<b>FY 19-20</b>	<b>FY 20-21</b>	<b>FY 21-22</b>	<b>FY 22-23</b>	<b>FY 23-24</b>	<b>FY 24-25</b>	<b>FY 25-26</b>
Charges for Services (.5% per year increase)	\$ 1,277,094	\$ 1,297,108	\$ 1,356,449	\$ 1,363,231	\$ 1,370,047	\$ 1,376,898	\$ 1,383,782	\$ 1,390,701
Proshop Sales	87,462	100,000	105,000	105,000	105,000	105,000	105,000	105,000
Rents	27,463	30,000	30,000	30,000	30,000	30,000	30,000	30,000
Other Revenue	4,159	8,060	8,460	8,460	8,460	8,460	8,460	8,460
Sale of Carts or Equipment	1,512	1,210			111,652	48,605		
Investment Income	3,570							
Transfer from DST Fund		110,000						
<b>PROJECTED REVENUE</b>	<b>\$ 1,401,260</b>	<b>\$ 1,546,378</b>	<b>\$ 1,499,909</b>	<b>\$ 1,506,691</b>	<b>\$ 1,625,159</b>	<b>\$ 1,568,963</b>	<b>\$ 1,527,242</b>	<b>\$ 1,534,161</b>
Personnel (2.5% per year on Full-time)	\$ 367,734	\$ 373,893	\$ 389,913	\$ 394,184	\$ 398,561	\$ 403,048	\$ 407,647	\$ 412,361
Operating Costs	770,339	765,526	790,104	790,104	790,104	790,104	790,104	790,104
Proshop Cost of Sales	64,066	70,000	70,000	70,000	70,000	70,000	70,000	70,000
Airport Rent	106,000	106,000	106,135	106,135	106,135	106,135	106,135	106,135
Capital Lease Principal - Golf Carts	49,997	51,768	53,602	50,801	-	49,997	51,768	53,602
Capital Lease Interest - Golf Carts	6,394	4,623	2,789	890	-	6,394	4,623	2,789
Repayment of General Fund Cash Flow Loans	35,800	26,201	35,000	35,000	35,000	35,000	35,000	35,000
Replace Irrigation Pump	10,892							
Clubhouse Water Hookup		60,000						
Renovate Golf Tees		50,000						
Driving Range Equipment				5,290				
Irrigation Software Upgrade			14,000					
Interest Payment to Building Fund *	8,604	8,213	7,819	7,421	7,015	6,605	6,190	5,767
Principal Payment to Building Fund	29,764	30,154	30,547	30,947	31,352	31,762	32,177	32,598
<b>TOTAL FY 19</b>	<b>\$ 1,449,590</b>							
<b>TOTAL FY 20</b>		<b>\$ 1,546,378</b>						
<b>TOTAL FY 21</b>			<b>\$ 1,499,909</b>					
<b>TOTAL FY 22</b>				<b>\$ 1,490,772</b>				
<b>TOTAL FY 23</b>					<b>\$ 1,438,167</b>			
<b>TOTAL FY 24</b>						<b>\$ 1,499,045</b>		
<b>TOTAL FY 25</b>							<b>\$ 1,503,644</b>	
<b>TOTAL FY 26</b>								<b>\$ 1,508,356</b>
<b>BEGINNING UNRESTRICTED RESOURCES</b>	<b>\$ (623,866)</b>	<b>\$ (672,196)</b>	<b>\$ (672,196)</b>	<b>\$ (672,196)</b>	<b>\$ (656,276)</b>	<b>\$ (469,284)</b>	<b>\$ (399,367)</b>	<b>\$ (375,768)</b>
<b>TOTAL REVENUES</b>	<b>1,401,260</b>	<b>1,546,378</b>	<b>1,499,909</b>	<b>1,506,691</b>	<b>1,625,159</b>	<b>1,568,963</b>	<b>1,527,242</b>	<b>1,534,161</b>
<b>TOTAL OPERATING FUND EXPENDITURES</b>	<b>(1,449,590)</b>	<b>(1,546,378)</b>	<b>(1,499,909)</b>	<b>(1,490,772)</b>	<b>(1,438,167)</b>	<b>(1,499,045)</b>	<b>(1,503,644)</b>	<b>(1,508,356)</b>
<b>ENDING UNRESTRICTED RESOURCES</b>	<b>\$ (672,196)</b>	<b>\$ (672,196)</b>	<b>\$ (672,196)</b>	<b>\$ (656,276)</b>	<b>\$ (469,284)</b>	<b>\$ (399,367)</b>	<b>\$ (375,768)</b>	<b>\$ (349,963)</b>
* Adjust Interest for FY 21-22 (after 5th year) to 1% below 20 year Treasury Bond.								
Capital Purchases	10,892	-						
Principal on Building Loan	29,764	30,154	30,547	30,947	31,352	31,762	32,177	32,598
Principal on Golf Cart Loan	49,997	51,768	53,602	50,801	-	49,997	51,768	53,602
Depreciation	(219,216)	(219,216)	(219,216)	(219,216)	(219,216)	(219,216)	(219,216)	(219,216)
Net Increase in Net Investment in Capital Assets	667,959	-	-	-	-	-	-	-
Due to Other Funds Balances	(500,000)	(473,799)	(438,799)	(403,799)	(368,799)	(333,799)	(298,799)	(263,799)
Building Fund Advance Balance	(1,205,294)	(1,175,140)	(1,144,593)	(1,113,646)	(1,082,294)	(1,050,532)	(1,018,355)	(985,757)
CAFR Unrestricted Balance	<b>\$ (1,838,094)</b>	<b>\$ (2,458,429)</b>	<b>\$ (2,390,655)</b>	<b>\$ (2,311,189)</b>	<b>\$ (2,108,241)</b>	<b>\$ (1,921,155)</b>	<b>\$ (1,828,193)</b>	<b>\$ (1,732,535)</b>

**AIRPORT FUND  
PROJECTED BALANCES  
FISCAL YEARS 2021-2026**

	FY 18-19	FY 19-20	FY 20-21	FY 21-22	FY 22-23	FY 23-24	FY 24-25	FY 25-26
<b>OPERATING FUND:</b>								
Fuel Sales Revenue	\$ 12,278	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Pickle Ball Courts Rents	-	6,795	6,795	6,795	6,795	6,795	6,795	6,795
Golf Course Rents	106,000	106,000	106,135	106,135	106,135	106,135	106,135	106,135
Facilities Maintenance Rents	6,000	6,000	6,000	6,000	6,000	6,000	6,000	6,000
Police Storage Area	-	-	576	-	-	-	-	-
Other Rents (Without Growth)	331,628	347,434	359,685	359,685	359,685	359,685	359,685	359,685
Sale of Fixed Assets	46,450	820	-	-	-	-	-	-
Investment Income	-	3,250	-	-	-	-	-	-
Other Revenue	84,031	79,819	83,314	83,314	83,314	83,314	83,314	83,314
Transfer from General Fund	-	4,691	-	-	-	-	-	-
<b>PROJECTED REVENUE</b>	<b>\$ 586,387</b>	<b>\$ 554,809</b>	<b>\$ 562,505</b>	<b>\$ 561,929</b>	<b>\$ 561,929</b>	<b>\$ 561,929</b>	<b>\$ 561,929</b>	<b>\$ 561,929</b>
Personnel	122,346	69,110	69,888	71,635	73,426	75,262	77,143	79,072
Operating Costs	285,849	181,913	177,251	177,251	177,251	177,251	177,251	177,251
General Fund Management Fee	-	93,485	116,866	120,372	123,983	127,703	131,534	135,480
Fuel Purchases for Resale	8,946	-	-	-	-	-	-	-
Air Conditioners	-	-	18,000	20,000	20,000	-	-	-
AED for Terminal Building	1,286	-	-	-	-	-	-	-
Paint Terminal Building	21,700	-	-	-	-	-	-	-
Fire Control Panel	2,268	-	-	-	-	-	-	-
Update Fuel Terminal	19,253	-	-	-	-	-	-	-
Weather Reporting System	1,244	-	-	-	-	-	-	-
Equipment	-	38,281	-	-	-	-	-	-
Airport Drive East Street Lights	-	11,000	-	-	-	-	-	-
Transfer to Airport Construction Fund	63,321	-	-	-	-	-	-	-
Repayment of General Fund Advance	40,000	25,000	150,000	-	-	-	-	-
Repayment of DST Advances and Interest	30,500	30,500	30,500	36,500	36,500	38,500	38,500	38,500
<b>TOTAL FY 19</b>	<b>\$ 596,713</b>							
<b>TOTAL FY 20</b>		<b>\$ 449,289</b>						
<b>TOTAL FY 21</b>			<b>\$ 562,505</b>					
<b>TOTAL FY 22</b>				<b>\$ 425,758</b>				
<b>TOTAL FY 23</b>					<b>\$ 431,160</b>			
<b>TOTAL FY 24</b>						<b>\$ 418,715</b>		
<b>TOTAL FY 25</b>							<b>\$ 424,428</b>	
<b>TOTAL FY 26</b>								<b>\$ 430,303</b>
<b>BEGINNING RESOURCES</b>	<b>\$ (133,240)</b>	<b>\$ (143,566)</b>	<b>\$ (38,046)</b>	<b>\$ (38,046)</b>	<b>\$ 98,124</b>	<b>\$ 228,893</b>	<b>\$ 372,107</b>	<b>\$ 509,608</b>
<b>TOTAL REVENUES</b>	<b>586,387</b>	<b>554,809</b>	<b>562,505</b>	<b>561,929</b>	<b>561,929</b>	<b>561,929</b>	<b>561,929</b>	<b>561,929</b>
<b>TOTAL EXPENDITURES+DEBT+TRANSFERS</b>	<b>(596,713)</b>	<b>(449,289)</b>	<b>(562,505)</b>	<b>(425,758)</b>	<b>(431,160)</b>	<b>(418,715)</b>	<b>(424,428)</b>	<b>(430,303)</b>
<b>ENDING UNAPPROPRIATED RESOURCES</b>	<b>\$ (143,566)</b>	<b>\$ (38,046)</b>	<b>\$ (38,046)</b>	<b>\$ 98,124</b>	<b>\$ 228,893</b>	<b>\$ 372,107</b>	<b>\$ 509,608</b>	<b>\$ 641,234</b>
<b>CAPITAL FUND:</b>								
<b>BEGINNING RESOURCES</b>	<b>\$ 238,526</b>	<b>\$ 98,956</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
Grants	2,666,621	1,000,000	1,274,301	1,440,603	2,090,000	120,000	-	-
Transfers from Airport Revenue	63,321	-	-	-	-	-	-	-
Transfers from DST	204,497	250,000	224,963	734,679	110,000	30,000	-	-
Airport Master Plan	12,350	-	-	-	-	-	-	-
Tree Removal	9,000	-	-	-	-	-	-	-
Shade Hangars	564,451	-	-	-	-	-	-	-
Hangar D	69,199	1,348,956	-	-	-	-	-	-
Security Gate	7,606	-	-	-	-	-	-	-
Taxiway C	2,411,403	-	-	-	-	-	-	-
Contract Taxi Lane	-	-	499,264	-	-	-	-	-
Construction of Square Hangars	-	-	-	885,282	-	-	-	-
Establish Sewer Service	-	-	1,000,000	-	-	-	-	-
Economic Development Hangar	-	-	-	1,000,000	-	-	-	-
Rehab Taxiway Alpha Apron	-	-	-	290,000	-	-	-	-
Rehab Runway 05/23	-	-	-	-	2,200,000	-	-	-
Apron Reconstruction	-	-	-	-	-	150,000	-	-
<b>ENDING RESOURCES</b>	<b>\$ 98,956</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>TOTAL OPERATING AND CAPITAL</b>	<b>\$ (44,610)</b>	<b>\$ (38,046)</b>	<b>\$ (38,046)</b>	<b>\$ 98,124</b>	<b>\$ 228,893</b>	<b>\$ 372,107</b>	<b>\$ 509,608</b>	<b>\$ 641,234</b>
General Fund Advance Balance	175,000	150,000	-	-	-	-	-	-
DST Fund Advance Balance	(536,913)	(527,890)	(518,506)	(502,747)	(486,357)	(467,311)	(447,503)	(427,695)
CAFR Unrestricted Balance	\$ (406,523)	\$ (415,936)	\$ (556,552)	\$ (404,623)	\$ (257,464)	\$ (95,204)	\$ 62,105	\$ 213,539

**BUILDING FUND  
PROJECTED BALANCES  
FISCAL YEARS 2021-2026**

	<b>FY 18-19</b>	<b>FY 19-20</b>	<b>FY 20-21</b>	<b>FY 21-22</b>	<b>FY 22-23</b>	<b>FY 23-24</b>	<b>FY 24-25</b>	<b>FY 25-26</b>
Operating Revenue (No Growth)	\$ 862,650	\$ 874,000	\$ 862,450	\$ 862,450	\$ 862,450	\$ 862,450	\$ 862,450	\$ 862,450
Other Revenue	1,417	2,100	2,100	2,100	2,100	2,100	2,100	2,100
Principal on Golf Course Loan	29,764	30,154	30,547	30,947	31,352	31,762	32,177	32,598
Interest on Golf Course Loan	8,604	8,213	7,819	7,421	7,015	6,605	6,190	5,767
Investment Income	15,128	11,500	16,822	16,957	17,220	17,218	16,941	16,379
<b>PROJECTED REVENUE</b>	<b>\$ 917,563</b>	<b>\$ 925,967</b>	<b>\$ 919,738</b>	<b>\$ 919,875</b>	<b>\$ 920,137</b>	<b>\$ 920,135</b>	<b>\$ 919,858</b>	<b>\$ 919,294</b>
Pickup Truck		22,573						
Personnel	593,833							
Operating Costs	100,861							
<b>TOTAL FY 19</b>	<b>\$ 694,694</b>							
Personnel		612,647						
Operating Costs		122,412						
<b>TOTAL FY 20</b>		<b>\$ 757,632</b>						
Personnel			\$ 733,076					
Operating Costs			150,073					
Front Counter Renovations			24,000					
<b>TOTAL FY 21</b>			<b>\$ 907,149</b>					
Personnel				751,403				
Operating Costs				150,073				
<b>TOTAL FY 22</b>				<b>\$ 901,476</b>				
Personnel					770,188			
Operating Costs					150,073			
<b>TOTAL FY 23</b>					<b>\$ 920,261</b>			
Personnel						789,443		
Operating Costs						150,073		
<b>TOTAL FY 24</b>						<b>\$ 939,516</b>		
Personnel							809,179	
Operating Costs							150,073	
<b>TOTAL FY 25</b>							<b>\$ 959,252</b>	
Personnel								829,408
Operating Costs								150,073
<b>TOTAL FY 26</b>								<b>\$ 979,481</b>
<b>BEGINNING RESOURCES</b>	<b>\$ 350,937</b>	<b>\$ 573,806</b>	<b>\$ 742,141</b>	<b>\$ 754,730</b>	<b>\$ 773,130</b>	<b>\$ 773,006</b>	<b>\$ 753,625</b>	<b>\$ 714,232</b>
<b>TOTAL REVENUES</b>	<b>917,563</b>	<b>925,967</b>	<b>919,738</b>	<b>919,875</b>	<b>920,137</b>	<b>920,135</b>	<b>919,858</b>	<b>919,294</b>
<b>EXPENDITURES+DEBT+TRANSFERS</b>	<b>694,694</b>	<b>757,632</b>	<b>907,149</b>	<b>901,476</b>	<b>920,261</b>	<b>939,516</b>	<b>959,252</b>	<b>979,481</b>
<b>ENDING UNRESTRICTED RESOURCES</b>	<b>\$ 573,806</b>	<b>\$ 742,141</b>	<b>\$ 754,730</b>	<b>\$ 773,130</b>	<b>\$ 773,006</b>	<b>\$ 753,625</b>	<b>\$ 714,232</b>	<b>\$ 654,044</b>
Depreciation	(21,153)	(21,153)	(21,153)	(21,153)	(21,153)	(21,153)	(21,153)	(21,153)
Capital Purchases	-	22,573	-	-	-	-	-	-
Net Decrease in Net Investment in Capital As	31,742	-	-	-	-	-	-	-
Golf Course Fund Advance Balance	1,205,294	1,175,140	1,144,593	1,113,646	1,082,294	1,050,532	1,018,355	985,757
<b>CAFR Unrestricted Balance</b>	<b>\$ 1,789,689</b>	<b>\$ 1,918,701</b>	<b>\$ 1,878,170</b>	<b>\$ 1,865,623</b>	<b>\$ 1,834,147</b>	<b>\$ 1,783,004</b>	<b>\$ 1,711,434</b>	<b>\$ 1,618,648</b>