

Fiscal Year 2018 Budget Workshop

Special Revenue & Proprietary Funds

Tuesday, August 8th 2017

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Finance Director

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Chief Accountant



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Budget Preparation Timeline

January - March

- First Quarter Review
- Annual Financial Audit
- Presentation of Annual Progress Report
- Survey Results to City Council
- Annual Update of the Strategic Action Plan

April

- Revise 10 Year Infrastructure Plan
- Year to Date Budget Results Presentation
- Fund Accounting & Revenue Presentation
- Second Quarter Review
- Departments Begin FY 2018 Budget Preparation



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Budget Preparation Timeline

May – June

- Long Term Financial Planning Presentation
- Property Tax Review Presentation

July - August

- General Fund Budget Workshop
- Adopt Maximum Millage Rate (August 4th deadline)
- Third Quarter Review
- Capital Funds Budget Workshop
- Special Revenue & Proprietary Funds Budget Workshop
- Final Proposed Budget Presentation



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Budget Preparation Timeline

September

- Public Hearing to Adopt Tentative Millage Rate & Budget
- Public Hearing to Adopt Final Millage Rate & Budget

October – December

- FY 2017 Close-out
- End of Year Review with Departments



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Special Revenue Funds



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CDBG Grant Fund

	Budget 2017	Estimated 2017	*Budget 2018	Change 2017-2018	Percentage Change
CDBG Entitlement Grant	979,900	505,540	1,062,981	83,081	8.48%
Total Revenues	979,900	505,540	1,062,981	83,081	8.48%
Total Expenditures	979,900	505,540	1,062,981	83,081	8.48%

*2018 Expenditures

Owner Occupied Housing Rehab	\$391,734
Seminole Woods Path	\$606,212
Public Service	\$50,035
Administration	\$15,000



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Police Education Fund

	Budget 2017	Estimated 2017	Budget 2018	Change 2017-2018	Percentage Change
Revenues	5,000	4,750	4,750	(250)	-5.00%
Appropriated fund balance	9,035	5,250	3,000	(6,035)	-66.80%
Total Revenues	14,035	10,000	7,750	(6,285)	-44.78%
Expenditures	10,000	10,000	7,750	(2,250)	-22.50%
Contingency	4,035	-	-	(4,035)	-100.00%
Total Expenditures	14,035	10,000	7,750	(6,285)	-44.78%

Advanced & Specialized Training

These funds will be used for the purpose of conducting advanced and specialized training for the members of the Sheriff's Office law enforcement services.



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Disaster Reserve Fund

	Budget 2017	Estimated 2017	Budget 2018	Change 2017-2018	Percentage Change
Revenues	2,212,265	2,901,200	-	(2,212,265)	-100.00%
Expenditures	2,212,265	2,901,200	-	(2,212,265)	-100.00%

Disaster Reserve Fund Balance Policy

The Disaster Reserve can be used to address unanticipated expenditures arising out of a hurricane, tornado, other major weather related events, and/or other massive infrastructure failures or other disasters, whether man-made or caused by nature, using emergency procedures as provided for in the City's Purchasing Policy.



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Special Events Fund

	Budget 2017	Estimated 2017	Budget 2018	Change 2017-2018	Percentage Change
Revenues:					
Recycling Revenue	50,000	58,000	100,000	50,000	100.00%
Grants	20,000	20,000	20,000	-	0.00%
Charges for Services	55,675	36,692	58,545	2,870	5.15%
Interest	-	1,200	-	-	-
Appropriated Fund Balance	39,785	41,794	-	(39,785)	-100.00%
Total Revenues	165,460	157,686	178,545	13,085	7.91%
Expenditures:					
Total Expenditures	165,460	157,686	178,545	13,085	7.91%

2018 Special Events:

Starlight Event & Parade, Arbor Day, Fireworks in the Park, Hall of Terror, Food Truck Tuesdays, CHIRP, Christmas Tree Recycling, Birds of a Feather, Waterway Cleanup



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NSP Grant Fund

	Budget 2017	Estimated 2017	Budget 2018	Change 2017-2018	Percentage Change
Program Income	-	24,732	-	-	-
Appr. Fund Bal.	16,407	-	-	(16,407)	-100.00%
Total Revenue	16,407	24,732	-	(16,407)	-100.0%
Operating Expenditures	-	23,385	-	-	-
Reserves	16,407	1,347	-	(16,407)	-100.00%
Total Expenditures	16,407	24,732	-	(16,407)	-100.0%



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BAC Fund

	Budget 2017	Estimated 2017	Budget 2018	Change 2017-2018	Percentage Change
Charges for Services	5,000	5,000	5,000	-	0.00%
Appropriated Fund Balance	33,630	33,630	11,500	(22,130)	-65.80%
Total Revenues	38,630	38,630	16,500	(22,130)	-57.29%
Operating Expenditures	5,000	5,000	5,000	-	0.00%
Commercial Attraction Strategy	22,500	22,500	-	(22,500)	-100.00%
Reserve	11,130	11,130	11,500	370	3.32%
Total Expenditures	38,630	38,630	16,500	(22,130)	-57.29%



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Internal Services Funds



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Health Insurance Fund

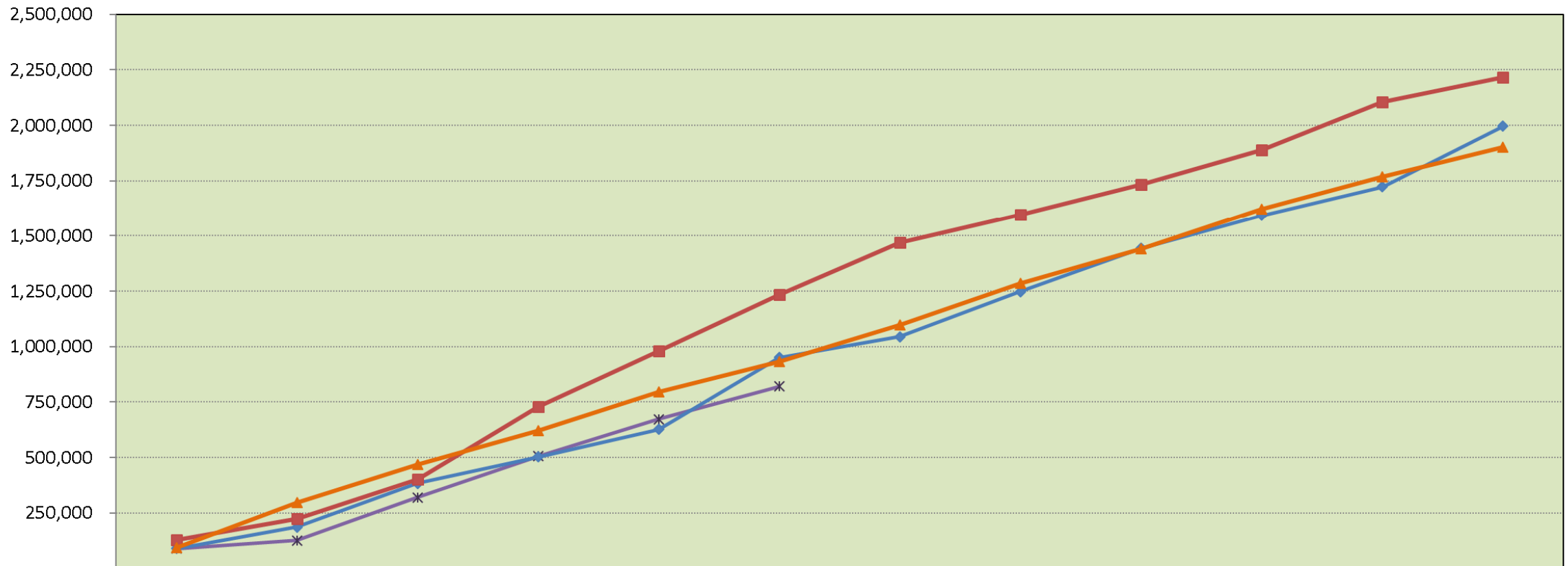
	Budget 2017	Estimated 2017	Budget 2018	Change 2017-2018	Percentage Change
Premium Charges	4,551,750	4,551,750	4,646,752	95,002	2.09%
BCBS Wellness Grant	25,000	-	-	(25,000)	-100.00%
Interest	4,000	14,000	16,000	12,000	300.00%
Total Revenues	4,580,750	4,565,750	4,662,752	82,002	1.79%
Expenditures	4,580,750	4,565,750	4,662,752	82,002	1.79%



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Health Insurance Fund

Total Claims To Date by Calendar Year



	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC
* 2017	89,110	124,833	320,028	505,400	671,720	820,342						
◆ 2016	88,979	186,535	382,902	502,613	625,929	950,129	1,044,474	1,246,953	1,443,738	1,592,153	1,722,332	1,996,066
■ 2015	127,031	224,587	401,412	729,321	980,731	1,232,947	1,468,955	1,596,833	1,732,300	1,890,157	2,103,919	2,216,101
▲ 2014	93,570	296,144	468,502	621,581	794,418	931,481	1,098,906	1,285,915	1,440,727	1,621,305	1,767,637	1,900,746

Fleet Fund

	Budget 2017	Estimated 2017	Budget 2018	Change 2017-2018	Percentage Change
Internal Charges	3,371,048	3,371,048	3,607,987	236,939	7.0%
Internal Fuel Charges	850,940	609,250	760,100	(90,840)	-10.7%
External Fuel Charges	18,000	22,000	24,000	6,000	33.3%
Interest	-	30,000	25,000	25,000	100.0%
Insurance Settlements	20,000	20,000	20,000	-	0.0%
Auction Proceeds	150,000	390,000	200,000	50,000	33.3%
Transfers for New Equipment	207,000	190,852	327,300	120,300	58.1%
Total Revenues	4,616,988	4,633,150	4,964,387	347,399	7.5%
Operating Expenditures	2,205,842	1,963,762	2,169,381	(36,461)	-1.7%
Capital Outlay	2,324,500	2,202,135	2,007,900	(316,600)	-13.6%
Replacement Reserves	86,646	467,253	787,106	700,460	808.4%
Total Expenditures	4,616,988	4,633,150	4,964,387	347,399	7.5%



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Fleet Fund Capital Improvement Plan

	FY 17 Projected	FY 18	FY 19	FY 20	FY 21	FY 22
Expenditures:						
Operating Expenditures	2,431,015	2,956,487	3,074,746	3,197,736	3,325,646	3,458,672
Fleet Replacements	1,981,283	1,433,100	2,850,000	2,850,000	2,850,000	2,850,000
New Equipment	220,852	574,800	-	-	-	-
Total Expenditures	4,633,150	4,964,387	5,924,746	6,047,736	6,175,646	6,308,672

As of 8/3/17:

Amount of total Fleet on the Books:	\$19,994,747
Average Life	7
Estimated Annual Replacement	\$2,856,392



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Fleet Fund FY 2018 Capital Expenditures

New Equipment		Replacements		
<u>Parks & Recreation:</u>				
	F150	\$22,000	White Fleet	\$426,900
<u>Streets & Parks Maintenance:</u>				
	4500 Crew Cab w/Landscape Body (new crew)	\$54,000	Mowers/Mower Decks/Utility vehicles	\$382,600
	John Deere Tractor w/Loader	\$37,500	Heavy Equipment	\$329,600
	Groundmaster 4000	\$69,500	Golf Carts	\$200,000
	Toro Workman	\$19,800	Commercial Fire Truck (deposit)	\$50,000
<u>Utility:</u>				
	F150 (WWTP 2)	\$27,600	Upgrade Lowboy	\$44,000
	John Deere Gator (WWTP 2)	\$7,600	Total Replacements	\$1,433,100
	F350 (Util. Maint., New Position)	\$38,500		
	Frontier King Cab (Distribution, New Position)	\$24,000		
<u>Community Development:</u>				
	F150 (New Building Inspector)	\$27,800		
	Frontier King Cab 4x4 (CM&E, New Position)	\$26,000		
<u>Multi-Departmental Use:</u>				
	Grapple Truck	\$220,500		
Total New		\$574,800		
Total Capital Expenditures			\$2,007,900	



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Facilities Maintenance Fund

	Budget 2017	Estimated 2017	Budget 2018	Budget Change 2017-2018	Percentage Change
Internal Service Charges	620,043	620,043	678,599	58,556	9.4%
Interest	-	600	-	-	0.0%
Total Revenues	620,043	620,643	678,599	58,556	9.4%
Operating Expenditures	579,196	575,461	627,922	48,726	8.4%
Replacement Reserves	40,847	45,182	50,677	9,830	24.1%
Total Expenditures	620,043	620,643	678,599	58,556	9.4%



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Communications Fund

	Budget 2017	Estimated 2017	Budget 2018	Budget Change 2017-2018	Percentage Change
Internal Service Charges	275,400	275,400	275,400	-	0.0%
Transfer for New Radios	12,000	12,000	24,000	12,000	100.0%
Interest	6,000	6,000	6,000	-	0.0%
Total Revenues	293,400	293,400	305,400	12,000	4.1%
Operating Expenditures	28,000	20,000	44,000	16,000	57.1%
Replacement Reserves	265,400	273,400	261,400	(4,000)	-1.5%
Total Expenditures	293,400	293,400	305,400	12,000	4.1%



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Enterprise Funds



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Solid Waste Fund

	Budget 2017	Estimated 2017	Budget 2018	Budget *Change 2017-2018	Percentage Change
Total Revenues	7,537,466	7,803,217	8,367,960	830,494	11.02%
Total Expenditures	7,537,466	7,803,217	8,367,960	830,494	11.02%

*New contract effective June 2017



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Information Technology Fund

	Budget 2017	Estimated 2017	Budget 2018	*Change 2017-2018	Percentage Change
Internal Service Charges	1,742,100	1,742,100	2,107,594	365,494	21.0%
Charges for Services	587,440	561,330	528,000	(59,440)	-10.1%
Appropriated Fund Balance	-	-	108,053	108,053	-
Total Revenues	2,329,540	2,303,430	2,743,647	414,107	17.8%
Operating Expenditures	2,185,540	2,181,942	2,571,147	385,607	17.6%
Capital Outlay	144,000	121,488	172,500	28,500	19.8%
Subtotal	2,329,540	2,303,430	2,743,647	414,107	18%

*Fiber Study Included

	2017	2018	Change *2017-2018	Percentage Change
Personnel (FTE)	11	13	2	18.2%

*Applications Analyst & GIS Tech



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Building Permits Fund

	Budget 2017	Estimated 2017	Budget 2018	Change 2017-2018	Percentage Change
Permits, Fees and Miscellaneous	1,731,650	2,318,000	2,318,000	586,350	33.9%
Interest	-	14,000	15,000	15,000	100.0%
Total Revenues	1,731,650	2,332,000	2,333,000	601,350	34.7%
Operating Expenditures	1,718,050	1,763,694	1,861,675	143,625	8.4%
Reserves	13,600	568,306	471,325	457,725	3365.6%
Total Expenditures	1,731,650	2,332,000	2,333,000	601,350	34.7%

	2017	2018	*Change 2017-2018	Percentage Change
Personnel (FTE)	16.55	17.55	1.00	6.0%

*Building Inspector



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Utility Fund

	Budget 2017	Estimated 2017	Budget 2018	Change 2017-2018	Percentage Change
Total Revenues	36,513,099	40,705,342	41,267,034	4,753,935	13.0%
Customer Service	1,479,203	1,473,817	1,586,297	107,094	7.2%
Administration	848,423	845,178	860,149	11,726	1.4%
Wastewater Operations	5,860,099	5,829,819	6,615,613	755,514	12.9%
Water Operations	8,779,662	8,785,279	9,742,136	962,474	11.0%
Non-Departmental*	18,016,320	20,942,458	20,037,153	2,020,833	11.2%
Subtotal	34,983,707	37,876,551	38,841,348	3,857,641	11.0%
Capital Reserve	1,529,392	2,828,791	2,425,686	896,294	58.6%
Total Expenditures	36,513,099	40,705,342	41,267,034	4,753,935	13.0%

*Includes transfer of reserves to Utility Capital Projects Fund (FY 17E \$2.5M & FY18B \$1.5M)

	Actual 2017	Proposed 2018	*Change 2017-2018
Personnel (FTE)	124.00	126.50	2.5

* NEW - PT Admin. Assistant, Meter Foreman, Mechanical Technician



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Stormwater Fund

	Budget 2017	Estimated 2017	Budget 2018	Change 2017-2018	Percentage Change
Charges for Services	7,240,846	7,240,846	7,270,000	29,154	0.4%
Ad Valorem Taxes	418,442	418,442	502,590	84,148	20.1%
Interest	-	10,000	-	-	-
SJRWMD Grant	335,000	335,000	700,000	365,000	109.0%
Appropriated Fund Balance	-	-	278,956	278,956	100.0%
Total Revenues	7,994,288	8,004,288	8,751,546	757,258	9.5%
Operating Expenses	3,259,536	3,270,724	3,341,327	81,791	2.5%
Projects	3,097,566	2,994,316	4,050,311	952,745	30.8%
New Equipment	42,000	38,796	-	(42,000)	-100.0%
Debt Service	1,361,275	1,356,275	1,359,908	(1,367)	-0.1%
Reserves	233,911	344,177	-	(233,911)	-100.0%
Total Expenditures	7,994,288	8,004,288	8,751,546	757,258	9.5%



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Looking Ahead

August 29th Final Proposed Budget Presentation

September 6th Public Hearing to adopt tentative millage rate and budget

September 20th Final Public Hearing to adopt final millage rate and budget



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