

# Fiscal Year 2020 Proposed General Fund Budget

Tuesday, July 16, 2019



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# BUDGET PRESENTATION TIMELINE

## JAN - MAR

- Annual Financial Audit
- Annual Progress Report
- Survey Results
- Annual City Council  
SAP evaluation
- Review 10 year CIP Plan

## APR - JUNE

- YTD Budget Results Presentation
- Fund Accounting & Revenue  
Restrictions Presentation
- Property Tax Presentation



## JUL - SEPT

- Adopt Maximum Millage Rate
- Budget Workshop  
Presentations to City Council
- Public Hearings to Adopt  
Tentative and Final Millage  
Rate & Budget

## OCT - DEC

- FY19 Year End Close-Out
- End of Year Review with  
Departments



# Presentation Overview:

- Addressing City Council Priorities
- 2020 Millage Rate Proposal
- Proposed Personnel Changes
- Summary of General Fund Revenue & Expenditures
- Millage Rate Recommendation



City Council Priority	Impact to General Fund	Impact to Other Funds
Street Maintenance - Pavement Management Program	N/A	Fully Funded for FY2020 in Streets Improvements Fund
Public Works Facility	N/A	Near-Term and Phased Improvements included in Capital Projects Fund
Streetlight Master Plan	\$950,000 (+\$130,000/FY19) for operational costs related to streetlights	Additional Construction Phases included In Street Improvements Fund
Shop Local Campaign	\$12,000 for Advertising/Marketing	\$5,000 for Advertising/Marketing in BAC Fund
Utilize all Communication Mediums	\$20,000 for Social Media Monitoring \$26,500 for Additional Advertising (Palm Coast Connect, Weekly Radio, etc.)	N/A

City Council Priority	Impact to General Fund	Impact to Other Funds
Innovation District – Overall	Added Innovation & Economic Development Coordinator Position  +\$10,000 Advertising/ Marketing for Green Industry/ Medical & Tech Summits	N/A
Create an Art District	N/A	Included in SR100 CRA Budget
Innovation District Marketing Plan	N/A	Included in SR100 CRA Budget
Innovation District Events: <ul style="list-style-type: none"> <li>• Visual Contest with FPC</li> <li>• TEDxTalk</li> <li>• Hackathon</li> </ul>	N/A	Included in SR100 CRA Budget

# 2020 MAXIMUM MILLAGE RATE PROPOSAL

	Millage Rate
FY 2019	4.6989
Proposed FY 2020	4.6989



# GENERAL FUND POSITIONS

		Proposed		
	2019	2020	Change	
City Manager's Office	2	3	1	
Communications & Marketing	4	4	0	
Economic Development	2	3	1	
City Clerk	2	3	1	
City Attorney	0.5	0.5	0	
Human Resources	5	5	0	
Financial Services (Incl. Budget & Procurement Office)	12.5	13.5	1	
Planning	13.66	14.66	1	
Code Enforcement	25.86	25.86	0	
Fire	58	59	1	
Streets & Parks Maintenance	75.5	79	3.5	
Construction Management & Engineering	9	9	0	
Parks & Recreation (incl. Pool, GC & TC)	13	14	1	
Total Full Time Positions	223.02	233.52	10.50	



# PERSONNEL CHANGES

City Manager's  
Office

- Administrative Assistant (Council Priorities)

Streets & Parks  
Maintenance

- Equipment Operators (3)
- Upgrade Existing PT Equipment Operator to FT

Finance

- Senior Finance Technician

Administrative  
Services & Economic  
Development

- Records Specialist
- Innovation & Economic Development Coordinator

Fire

- Staff Assistant

Planning

- Development Manager

Parks & Recreation

- Eliminated Golf Pro
- Reclassified seasonal hours to 2 Full Time positions

**Budget includes 3% average merit raise and 2% adjustment to starting salaries in January**

# 2020 GENERAL FUND SUMMARY

	Original 2019	Estimated 2019	Proposed 2020	FY 19-20 Change	Percentage Change
Budgeted Expenditures	37,269,949	37,275,821	39,315,862	2,045,913	
Transfer Reserves to Capital Projects Fund	-	1,000,000	-	-	
Contingency	154,413	567,431	805,719	651,306	
<b>Total Projected Expenditures</b>	<b>37,424,362</b>	<b>38,843,252</b>	<b>40,121,581</b>	<b>2,697,219</b>	<b>7.2%</b>
Estimated Revenue	37,424,362	37,843,252	40,121,581	2,697,219	
Fund Balance Appropriation	-	1,000,000	-	-	
<b>Total Projected Revenue</b>	<b>37,424,362</b>	<b>38,843,252</b>	<b>40,121,581</b>	<b>2,697,219</b>	<b>7.2%</b>



# ADMINISTRATIVE SERVICES

	Original 2019	Estimated 2019	Proposed 2020	FY 19-20 Change	Percentage Change
City Council	157,056	157,056	174,531	17,475	11%
City Manager's office	397,913	397,913	484,011	86,098	22%
City Clerk's Office	164,410	182,802	280,490	116,080	70.6%
City Attorney	526,473	526,473	542,331	15,858	3%
Communications & Marketing	455,574	455,574	512,294	56,720	12.5%
Economic Development	473,191	465,210	580,484	107,293	22.7%
Human Resources	602,828	642,163	662,341	59,513	9.9%
Budget & Procurement Office	405,366	405,366	433,964	28,598	7%
Financial Services	943,914	943,914	1,007,696	63,782	7%
<b>Total Expenditures</b>	<b>4,126,725</b>	<b>4,176,471</b>	<b>4,678,142</b>	<b>551,417</b>	<b>13.4%</b>

## Personnel Changes:

Administrative Assistant (Council Priorities)  
 Records Specialist  
 Senior Finance Technician  
 Innovation & Economic Development Coordinator



# CONSTRUCTION MANAGEMENT & ENGINEERING

	Original 2019	Estimated 2019	Proposed 2020	FY 19-20 Change	Percentage Change
Total Expenditures	1,230,968	1,223,870	1,075,040	(155,928)	-12.7%



# PLANNING & CODE ENFORCEMENT

	Original 2019	Estimated 2019	Proposed 2020	FY 19-20 Change	Percentage Change
Planning	1,661,509	1,612,669	1,651,453	(10,056)	-0.6%
Code Enforcement	2,465,912	2,696,250	2,848,482	382,570	15.5%
Total Expenditures	4,127,421	4,308,919	4,499,935	372,514	9.0%

Personnel Changes:  
Development Manager



# PUBLIC SAFETY

	Original 2019	Estimated 2019	Proposed 2020	FY 19-20 Change	Percentage Change
Law Enforcement	3,505,503	3,505,503	3,680,779	175,276	5.0%
Fire	8,931,687	8,931,687	9,426,294	494,607	5.5%
<b>Total Expenditures</b>	<b>12,437,190</b>	<b>12,437,190</b>	<b>13,107,073</b>	<b>669,883</b>	<b>5.4%</b>

Personnel Changes:  
Staff Assistant



# PARKS & RECREATION

	Original 2019	Estimated 2019	Proposed 2020	FY 19-20 Change	Percentage Change
Parks & Recreation	1,646,855	1,642,022	1,766,059	119,204	7.2%
Aquatic Center	431,833	431,833	452,262	20,429	4.7%
Golf Course	1,572,365	1,513,886	1,571,205	(1,160)	-0.1%
Tennis Center	324,328	317,328	364,518	40,190	12.4%
<b>Total Expenditures</b>	<b>3,975,381</b>	<b>3,905,069</b>	<b>4,154,044</b>	<b>178,663</b>	<b>4.5%</b>

## Personnel Changes:

Golf Pro position eliminated (changed to contractual service)

2 Seasonal positions reclassified to full time positions



# STREETS & PARKS MAINTENANCE

	Original 2019	Estimated 2019	Proposed 2020	FY 19-20 Change	Percentage Change
Street Maintenance	6,975,975	6,877,505	7,922,695	946,720	14%
Parks Maintenance	2,226,741	2,172,429	2,459,059	232,318	10.4%
<b>Total Expenditures</b>	<b>9,202,716</b>	<b>9,049,934</b>	<b>10,381,754</b>	<b>1,179,038</b>	<b>12.8%</b>

## Personnel Changes:

(2) Equipment Operators

Equipment Operator (start when HP PH II complete)

Upgrade PT Equipment Operator to FT





# NON-DEPARTMENTAL

	Original 2019	Estimated 2019	Proposed 2020	FY 19-20 Change	Percentage Change
Expenditures	1,419,548	1,424,548	1,419,874	326	
Transfer to IT Fund	750,000	750,000	-	(750,000)	
Transfer Reserves to Capital Projects Fund	-	1,000,000	-	-	
Contingency	154,413	567,251	805,719	651,306	
<b>Total Expenditures</b>	<b>2,323,961</b>	<b>3,741,799</b>	<b>2,225,593</b>	<b>(98,368)</b>	<b>-4.2%</b>

## Includes:

CRA TIF	\$732,010
RSVP Grant	\$30,000
Historical Society Grant	\$3,000

\*Cultural Arts grant moved to Park & Recreation for FY 20



# MILLAGE RATE & PROPERTY TAX HISTORY

Fiscal Year	Property Value	Percent Change	Total Millage	Ad Valorem Receipts	Population
2019	4,995,651,282	8.30%	4.6989	\$ 22.6 million	84,575
2018	4,612,577,686	6.66%	4.5937	\$ 20.4 million	82,760
2017	4,324,453,760	4.40%	4.245	\$ 18.8 million	81,184
2016	4,142,103,986	6.42%	4.245	\$ 16.9 million	79,821
2015	3,982,358,641	5.48%	4.245	\$ 15.9 million	78,046

**FY 2020 July 1 Certified Taxable Value is \$5,452,170,314 (9% increase)**

# MILLAGE RATE OPTIONS

	Millage Rate
Rolled-Back Rate	4.2963
2020 Majority Vote	6.1498
2020 Two-Thirds Vote	6.7648
FY 2019	4.6989
Proposed FY 2020	4.6989



# QUESTIONS

