



City of Seminole

Fiscal Year 2019-2020

Annual Operating and Capital Budget





SEMINOLE CITY COUNCIL



Pictured from left: Councilor Roger Edelman, Vice-Mayor Chris Burke, Councilor Trish Springer, Mayor Leslie Waters, Councilor Jim Olliver, Councilor Thomas Barnhorn, and Councilor Bob Matthews

Mission Statement

The City of Seminole is dedicated to excellence, professionalism, and integrity in delivery of community services for an enhanced quality of life for those living, working, and visiting our community.



GOVERNMENT FINANCE OFFICERS ASSOCIATION

*Distinguished
Budget Presentation
Award*

PRESENTED TO

**City of Seminole
Florida**

For the Fiscal Year Beginning

October 1, 2018

Christopher P. Morrill

Executive Director



CITY OF SEMINOLE, FLORIDA

FY 2019-2020 ADOPTED OPERATING & CAPITAL BUDGET

October 1, 2019

CITY MANAGER

Ann Toney-Deal, ICMA-CM

CITY ATTORNEY

Jay Daigneault, Esq.

Ann Marie Mancuso, City Clerk

Allison Broihier, CGFO, Finance Director

Heather Burford, Fire Chief

Rodney Due, Public Works Director

Mark Ely, Community Development Director

Becky Gunter, Recreation Director

Erica Ottmann, Human Resources Director

Lorie Tonti, Library Director

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CITY OF SEMINOLE

FY 2019-2020 ADOPTED BUDGET

EXECUTIVE SUMMARY

October 1, 2019

Honorable Mayor and Members of the City Council,

It is my pleasure to present you with the Fiscal Year (FY) 2019-2020 Budget for the City of Seminole. Each annual budget is the culmination of many months of work by City staff from all Departments and Divisions. The Annual Budget serves as a financial and operational plan for the fiscal year, as well as a meaningful communications tool for the community at large. Ultimately, our goal is to produce a budget that delivers consistent, cost-effective, high quality services to our residents while maintaining the City's fiscal sustainability today, tomorrow, and well into the future.

This budget has been prepared in accordance with all applicable City, State, and Federal requirements, as well as generally accepted accounting standards for governments. Expenditures for FY 2019-2020 total \$24,324,972 including \$19,198,194 in the General Fund. The FY 2019-2020 Budget represents the continuation of a conservative spending plan designed to efficiently deliver high quality services to our community.

Highlights

The Pinellas County Property Appraiser certified the City of Seminole's gross taxable value for FY 2019-2020 has increased 8.26 % over the prior year. The City of Seminole exceeded growth rates seen in 19 of the 23 other Pinellas County municipalities, as well as the County as a whole.

	FY 2018-2019 Certified Total Taxable Value	FY 2019-2020 Preliminary Total Taxable Value	% Change in Total Taxable Value
City of Seminole	\$ 1,460,041,305	\$ 1,580,608,295	8.26%
Pinellas County	\$ 79,376,212,411	\$ 85,325,333,265	7.49%

This year's millage rate remains the same at 2.4793 mills for the thirteenth (13th) consecutive year, this represents a 6.06% increase over the rolled-back rate.

Debt Free Status

The City of Seminole is debt free in FY 2019-2020 after making its final payment of approximately \$945,000 on bonded debt in September 2019. The debt was issued in 2014 to fund renovations to the Community Building at City Park, which is home to the Parkview Room and the Seminole Historical Society, and to favorably refinance 2009 debt that was used for the construction of the City's Emergency Operations Center (EOC) and Public Works Administration Building. For the City of Seminole to be debt free is a major accomplishment that is a positive reflection of the fiscal practices of the City Council. No future debt is anticipated over the next five-year planning period.

Revenues: All Funds

FY 2019-2020 revenues in all funds are estimated at \$21,884,308, which will exceed prior year revenues by 18%. The most significant contributing factor to the revenue increase is the inclusion of the Local Infrastructure Sales Tax Fund, Grants Fund, and CIP Fund appropriations through the annual budget process for the first time in FY 2019-2020. In prior years, these funds were appropriated through Budget Amendments, as needed. Net of the new revenues from the Grants Fund (\$607,000) and Local Infrastructure Sales Tax Fund collected through Penny for Pinellas (\$1,978,086), revenues in the remaining funds are increasing 4% in alignment with the state and local economy.

ALL FUNDS				
<i>Revenue Category</i>	<i>FY 2018-2019</i>	<i>FY 2019-2020</i>	<i>% Change</i>	<i>\$ Change</i>
Ad Valorem Taxes	3,466,095	3,803,360	10%	337,265
Other Taxes	2,477,264	5,205,166	110%	2,727,902
Permits & Licenses	2,371,999	345,750	(85%)	(2,026,249)
Intergovernmental	1,777,142	2,794,686	57%	1,017,544
Charges for Service	8,217,306	9,352,463	14%	1,135,157
Fines & Forfeitures	66,000	50,000	(24%)	(16,000)
Miscellaneous	141,094	332,883	135%	191,789
TOTAL REVENUES	\$ 18,516,900	\$ 21,884,308	18%	\$ 3,367,408

Revenues: General Fund

Within the General Fund, total revenues are increasing 10% with the growth in Ad Valorem Taxes, Other Taxes, and Charges for Service offsetting decreases in Permits & Licenses and Fines. Charges for Service will increase 15% overall, largely due to increases in EMS Fees and County Fire Service Fees.

GENERAL FUND				
<i>Revenue Category</i>	<i>FY 2018-2019</i>	<i>FY 2019-2020</i>	<i>% Change</i>	<i>\$ Change</i>
Ad Valorem Taxes	3,468,095	3,803,360	10%	335,265
Other Taxes	3,117,427	3,228,580	4%	111,153
Permits & Licenses	478,644	345,750	(28%)	(132,894)
Intergovernmental	2,022,142	2,187,686	8%	165,544
Charges for Service	8,124,138	9,352,463	15%	1,228,325
Fines & Forfeitures	66,000	50,000	(24%)	(16,000)
Miscellaneous	134,844	230,355	71%	95,511
TOTAL REVENUES	\$ 17,422,645	\$ 19,198,194	10%	\$ 1,786,904

Expenditures: All Funds

Total citywide expenditures of \$24,324,972 for FY 2019-2020 represent an 32% increase in expenses over the prior year due to the inclusion and appropriation of three new funds in FY 2020: the Grants Fund (\$607,000), the Local Infrastructure Sales Tax Fund (\$2,474,600), and CIP Fund (\$1,305,150). In the past, these funds were not included in the original budget appropriation and expenditures were brought before City Council for approval throughout the fiscal year. The total budget increase, net of these newly appropriated funds, is 8%.

ALL FUNDS				
<i>Expenditure Category</i>	<i>FY 2018-2019</i>	<i>FY 2019-2020</i>	<i>% Change</i>	<i>\$ Change</i>
Personnel	11,551,615	12,608,879	9%	1,058,264
Operating	5,520,863	6,599,533	20%	1,078,670
Capital	200,400	4,955,560	2373%	4,755,160
Other	1,172,587	161,000	(86%)	(1,011,587)
TOTAL EXPENDITURES	\$ 18,445,465	\$ 24,324,972	32%	\$ 5,879,507

Expenditures: General Fund

Total expenditures within the General Fund are increasing 11% over prior year levels.

GENERAL FUND				
<i>Expenditure Category</i>	<i>FY 2018-2019</i>	<i>FY 2019-2020</i>	<i>% Change</i>	<i>\$ Change</i>
Personnel	11,546,747	12,604,761	9%	\$1,058,014
Operating	5,376,313	5,954,823	11%	\$578,510
Capital	200,400	477,610	138%	\$277,210
Other	227,750	161,000	(29%)	(\$66,750)
TOTAL EXPENDITURES	\$ 17,351,210	\$ 19,198,194	11%	\$ 1,846,984

Personnel

The 9% increase in personnel costs includes costs associated with a newly negotiated contract for represented fire employees, merit increases of up to 5% for regular City employees, and the addition of 5.625 new full-time equivalent (FTE) positions citywide.

Operating

The FY 2020 General Fund of Budget is increasing 11% in operating expenses. Increases in this expenditure category for FY 2020 include street and sidewalk repairs (\$250,000), law enforcement contractual services (\$50,000), professional services for future CIP projects (\$50,000), Repetto Property repairs (\$50,000), and 50th Anniversary promotional expenses (\$20,000).

Capital

Capital expenditures are budgeted to increase 138% in FY 2020 over the prior year levels. Budgeted increases include a roof replacement at the Fleet Maintenance Building (\$140,000), a replacement compressed breathing air fill station for the Fire Rescue Department (\$110,000), and a fuel management system replacement (\$76,250).

Other

Other expenses within the General Fund include aid to private organizations (\$40,500) and the City Manager's contingency fund (\$120,500) which was increased at the direction of City Council by \$50,000 in 2020 for the 50th Anniversary Celebration. This category is decreasing 29% over the prior year due to the elimination of a one-time transfer of \$119,900 in FY 2019.

Key Factors in FY 2020 Budget Development

Unfunded Mandates

Over the short-term, the City's biggest challenge will continue to be unfunded mandates and challenges to our home rule authority from actions by the State legislature. One example of such legislation, *Florida Statute 553.791(2)(b)*, passed in 2019 is anticipated to reduce building permit revenues by \$134,000 in FY 2020. The impact of unfunded mandates is not unique to the City of Seminole but impacts all Florida municipalities. As the Florida legislature threatens the elimination of important revenue sources such as Local Business Tax Receipts, local government face the challenge of raising enough revenues through other measures. While the impact of recent mandates has largely been mitigated by positive economic growth statewide and in the Tampa Bay region, continued efforts to erode home rule will impact the City's ability to provide quality services to residents without raising taxes or imposing new fees.

Goals and Initiatives

The annual retreat of the Seminole City Council was held on January 26, 2019. Through a lengthy goal-setting process, the City Council identified four over-arching goals for the City over the next several years:

1. Improve and Maintain Infrastructure;
2. Enhance Revenues;
3. Enhance the Quality of Life Through Recreation; and
4. Be An Employer of Choice.

The City Council's goals for the FY 2019-2020 were at the forefront in developing the Annual Budget for each City Department. Further refinement of each goal resulted in the 21 initiatives, detailed in the Executive Summary, which represent incremental progress towards attaining the four Citywide Goals over the FY 2019-2020 fiscal year.

Improve and Maintain Infrastructure

Nearly \$2.4 million has been budgeted in FY 2020 to address infrastructure planning, infrastructure maintenance and improvements, and capital outlay. From preservation of City facilities to road rehabilitation, from stormwater infrastructure planning to park development, the City is planning for service delivery to the next generation of Seminole residents.

Enhance Revenues

While ad valorem taxes are an important source of revenue, the City of Seminole is committed to continuing to maintain its millage rate of 2.4793 for years to come. This requires disciplined spending and a careful review of other sources of revenue. During FY 2020, the City will be reviewing fees and user charges associated with building permits to ensure equity amongst both residential and commercial users and placement within the local Pinellas County market. The City's Finance Department has also reviewed banking contracts and investment instruments to maximize revenues, while preserving the safety and liquidity of City funds. The City's commitment to seeking out and applying for grants is underscored by the inclusion of more than \$600,000 in dollar-for-dollar matching grants the in FY 2019-2020 Budget.

Enhance the Quality of Life Through Recreation

The FY 2019-2020 Budget includes funding for the construction of Waterfront Park, an 8-acre multipurpose park featuring an ADA playground and access to the intercoastal waterway, as well as redevelopment of Blossom Lake Park. New programming at the Seminole Recreation Center includes the introduction of a new Esports program and expansion of athletics programming.

Be An Employer of Choice

In FY 2020, the City will kickoff its Employee Appreciation Initiative to recognize and promote its exemplary employees. The City has also added 5.625 full-time equivalent positions to address staffing needs and increases in levels-of-service. The City continues to offer an excellent benefit plan to employees, including sick and vacation time for part-time employees, employer paid health benefits and long-term disability coverage, and a generous deferred compensation plan.

Appropriation of Three New Funds

To strengthen this document as a tool to communicate with the public and an operational plan, City Administration has opted to include the Local Option Infrastructure Tax Fund (also known as Penny for Pinellas), the Grants Fund, and the CIP Fund in the annual appropriation of the Budget for the first time in FY 2019-2020. Considerable planning has gone into these funds, beginning with the Capital Improvements Plan development in January 2019. Over the ensuing months, \$4,386,750 in expenditures were planned for FY 2019-2020 in these funds, which represents 23% of the total prior year budget. The significant spending plan in these three funds merited inclusion in the FY 2019-2020 Budget to better communicate the City's strategic plans and alignment with citywide goals established by the City Council.

Grants

In FY 2019-2020, the City has appropriated three state grants totaling \$600,000 that have been awarded and two additional grants, totaling \$450,000, have been applied for and their award status is pending as of September 30, 2019. The \$600,000 appropriated in the Grants Fund are a dollar-for-dollar match to City spending. The transparency to funders and the public at large of how the City of Seminole is capitalizing on these State of Florida funds illustrates the City's commitment to stewardship, innovative partnerships, and enhanced services to the Seminole community.

In closing, I would like to thank the employees and volunteers of the City of Seminole who share our commitment to a vibrant, affordable community. Our shared vision will ensure the City of Seminole has a bright future and continues to offer the quality of life our residents enjoy.

Sincerely,



Ann Toney-Deal, ICMA-CM
City Manager

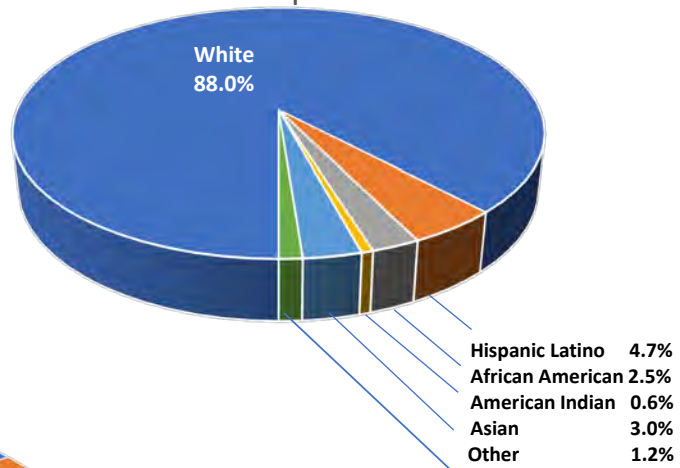
COMMUNITY PROFILE

Date of Incorporation:	1970
Form of Government:	Council / City Manager
Property Tax Rate:	2.4793 mills per \$1,000 of taxable property
Retail Sales Tax Rate:	7.00%
Land Area:	5.3 square miles
City Population:	19,449
Average Household Size:	2.06 persons
Median Household Income:	\$50,277

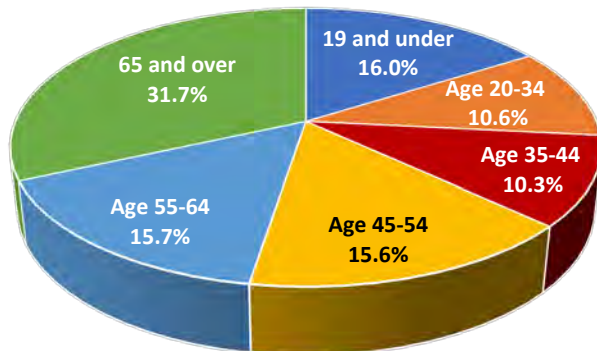


High School Diploma or Higher:	92.9%
Bachelors Degree or Higher:	29.7%
Gender	
Female:	54.5%
Male:	45.5%

Racial Composition



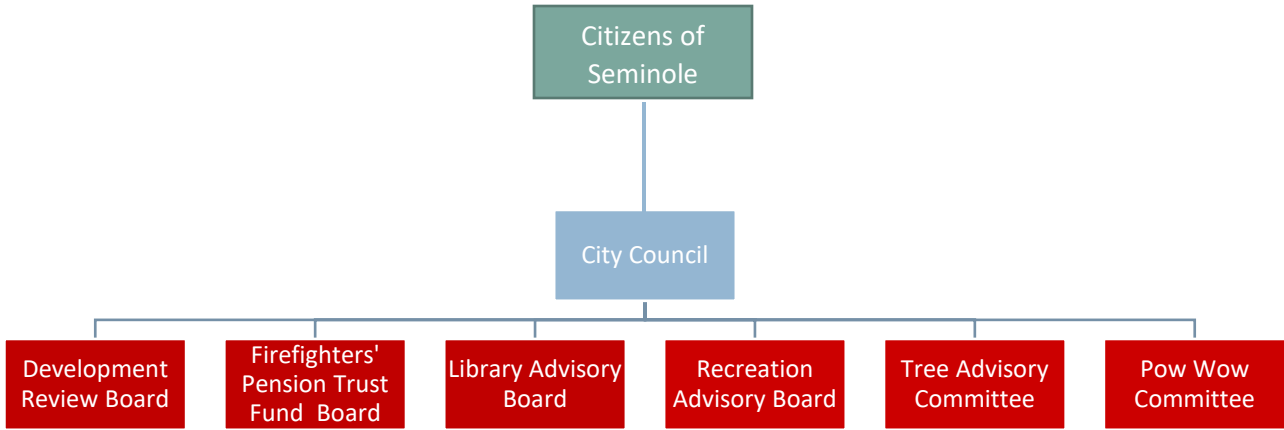
Age Composition



Source: www.bebr.ufl.edu
www.uscensus.gov



**FY 2019-2020 City of Seminole
City Council Boards & Committee**



COMMUNITY PROFILE

Located in Pinellas County, Seminole lies on the west coast of Florida, 25 miles west of Tampa and is bordered on the north by Largo, on the south by St. Petersburg, on the east by Pinellas Park, and on the west by Boca Ciega Bay and the intercoastal waters of the Gulf of Mexico. In the heart of the City lies the picturesque waterfront of Lake Seminole, the largest lake in Pinellas County with a surface area of 700 acres or more than one square mile.

Seminole's access to fresh and saltwater provides an abundance of recreational opportunities. The City holds a variety of family-friendly special events annually, including the Pow Wow festival and parade celebrating the City's heritage, Music in the Park, and a triathlon for children. The Fred Marquis Pinellas Trail, a 38-mile recreational trail stretching from north to south Pinellas County, runs through the City. Seminole also has an active Chamber of Commerce and is home to many small and independent businesses.

The City of Seminole's points of pride include:

- More than 200 recreational programs annually with 5,000 participants;
- Over 20 annual community special events with attendance of 21,000;
- Maintenance of 12.9 acres of medians and rights-of-way;
- Issuance of 1,867 building permits in FY 2018-2019 and \$11.2M increase in citywide taxable value from construction and redevelopment;
- A 49,000 sq. ft. Recreation & Aquatic Center;
- Emergency response to over 12,000 emergency calls and fire rescue to 100,000 City and County residents;
- Insurance Services Office (ISO) rating of 1 on a ten-point scale, the best rating possible;
- Nationally recognized by the Government Finance Officers Association (GFOA) for Budget Presentation and Excellence in Financial Reporting;
- 247,000 visits to the Seminole Community Library, which hosts more than 800 programs annually and is open 7-days a week; and
- Five City parks offering a combined 25 acres of parkland and open space.

Local Economy

The City's local economy is dependent upon retail, services, and retirement living as 32% of Seminole residents are age 65 and over. Seminole has several condominiums, apartments, and retirement homes to accommodate retirees. The City's largest employers also reflect the large senior citizen demographic of the community. Two of the top ten employers are senior living communities and three are major retail chains. The largest single employer is St. Petersburg College, which has its Seminole campus adjacent to the City Recreation Center and across the street from City Hall. The campus provides unique opportunities for partnership including the Seminole Community Library, which serves as the college library as well as the City library. This educational center brings in numerous commuters to the City and enhances the economy.

City of Seminole Top 10- Employers

Employer	Employees
1 St. Petersburg College	748
2 Freedom Square Independent and Assisted Living	725
3 Wal-Mart	327
4 Target	244
5 Lake Seminole Square Independent & Assisted Living	236
6 Home Depot	178
7 City of Seminole	145
8 Tandem Healthcare	132
9 Suncoast Chrysler-Jeep	84
10 United States Post Office	83

COMMUNITY PROFILE

Property Values and Ad Valorem Revenues

Tax Year	Pinellas County		City of Seminole	
	Taxable Value	% Change	Taxable Value	% Change
2015 Final Tax Roll	\$ 63,599,221,882	6.6%	\$ 1,129,968,768	9.8%
2016 Final Tax Roll	\$ 68,171,229,061	7.2%	\$ 1,197,198,331	5.9%
2017 Final Tax Roll	\$ 73,503,171,055	7.8%	\$ 1,318,156,104	10.1%
2018 Final Tax Roll	\$ 79,376,212,411	8.0%	\$ 1,460,041,305	10.8%
2019 Prelim. Tax Roll	\$ 85,325,333,265	7.5%	\$ 1,580,608,295	8.3%

Prior to the Great Recession, the 2007 countywide taxable value was just over \$80 billion. Despite the significant loss in property values that occurred from 2007-2009, the countywide total taxable value has grown 37% over the last five years, with the most significant gains in the last three years. Total taxable value countywide has finally exceeded the pre-recession level for the first time this tax year.

The City of Seminole has exceeded the countywide growth rate with a 45% increase in total taxable value over the past five years. This significant growth is due to a combination of appreciation in value of existing property and redevelopment/new construction. Over the past year, the gross taxable value of the City grew \$120.6M, which includes \$32M in new construction and annexations. New construction is lower than in years past as the redevelopment of Seminole City Center, a retail and entertainment complex that first opened in 2016, comes to a close. This attractive community amenity has also encouraged single-family home development within the City. Overall, the City experienced a 8.3% increase in total taxable value over the prior year. This exceeded the countywide increase of 7.5%.

Economic Outlook

The overall outlook for the City continues to be optimistic and in concert with regional, state, and national trending. The civilian unemployment rate, which peaked near 10% in 2010, has decreased dramatically since the 2008-2009 recession. According to the U.S. Department of Labor, the national unemployment rate for October 2019 is 3.6%, down 0.1% from one year ago in October 2018. Closer to home, the October 2019 unemployment rate for the Tampa Bay/St. Petersburg/Clearwater metropolitan area reporting was 3.5%, down slightly from 3.8% a year ago. This continues to show strength in the regional economy.

Another important economic indicator, wage growth, is also strong. Real average hourly earnings increased 1.3%, seasonally adjusted, from July 2018 to July 2019. The unadjusted October 2019 Consumer Price Index (CPI) of 1.8% over the past 12 months is lower than it has been in the past several years and may indicate slowed growth or a contraction in the national economy. This, combined with the recent action of the Federal Reserve to lower interest rates three times since July 2019 and trade tensions, are resulting in a more cautious outlook over the short-term for citywide revenues.

COMMUNITY PROFILE

Seminole's History

In 1842, troops from Ft. Brooke, Tampa were fishing and found the remains of an Indian village where the City of Seminole stands today. This discovery shows the first settlers in Seminole were Native American Indians. They took advantage of the high ground and proximity to the bay and its resources to establish their settlement.

In the later part of the 19th century, houses were developed along 74th Avenue down to 113th Street by Colonel Rhodes and six friends. There was a corporation formed called Park Ridge, and they developed the area as Ridgewood Village. It was known as the High Oaks area.

The Meares brothers settled at Meares Lake, now Seminole City Park, and "Aunt Bell" named the area Oakhurst. The house on the 160 acre homestead in the area known as Oakhurst has gone away, but the lake formed to accommodate the natural spring is located in Seminole City Park and shown on the maps as Meares Lake. Thus we have a permanent reminder of this family's impact on the early Seminole area. One of the main purposes of going to Albert and Dell Meares' house was to get the mail. Their home was the John's Pass Post Office around 1879.



Historic structures within the City include the log cabin on 54th Street, Seminole Methodist Church which is over 100 years old, and Seminole Elementary School which opened in 1925 at its current location on 74th Avenue. The location of Seminole City Center was Jessie Johnson's vegetable garden. The area included hundreds of acres of citrus groves when Al Repetto was the "citrus king". With the exception of one small orchard, the groves have been replaced with homes.

Pioneer homesteader families of the area included the Johnsons, Campbells, Meares, McMullens, Walsinghams, O'Quinns, Hutchinsons, Repettos, Lees, Mohneys, Browns and Cobbs. Through marriage, business partnerships and a sense of community, this section of Pinellas County grew from timber and sawmills, to citrus groves, to the suburban neighborhoods and commercial corridors of today.

COMMUNITY PROFILE

The City of Seminole incorporated on November 15, 1970, Jessie Johnson was named Honorary Mayor. The first elected Mayor was Russell Stewart. In March 1995, the Seminole City Council voted to change from a Council/Strong Mayor form of government to a Council/City Manager form of government. The City Council appointed Frank Edmunds as its first City Manager in 1995. During the early 2000's, the City of Seminole experienced significant growth through annexation, doubling in geographic size and population. Ann Toney-Deal was hired in 2015 by the City Council as the second City Manager the City has had in the 49 years since its inception. Residents and staff are excitedly planning the City's golden anniversary celebration to celebrate its 50th Anniversary in 2020.



CITYWIDE STRATEGIC GOALS

The Annual Retreat of the Seminole City Council was held January 26, 2019. The City Council, through a lengthy goalsetting process, identified four overarching goals to be accomplished in the short - and mid-term beginning in FY 2020.

Goal 1: Improve and Maintain Infrastructure

Goal 2: Enhance Revenues

Goal 3: Enhance Quality of Life through Recreation

Goal 4: Be An Employer of Choice

The City Council further identified initiatives to be accomplished over the coming fiscal years that will bring the City closer to attaining these goals. Throughout the development of the FY 2020 Budget, City Administration committed to ensuring financial and staff resources are being directed towards the programs and services that will move the City towards attaining these goals.

CITYWIDE STRATEGIC GOALS

Goal 1: Improve and Maintain Infrastructure

Initiative Name	Median Maintenance	
Department(s):	Public Works	
Summary:	Enhance medians on Park Boulevard with plantings and maintenance.	
Funding Source	Cost	Status
General Fund	\$10,000	New

Initiative Name	Network Infrastructure and CyberSecurity	
Department(s):	Finance	
Summary:	Implement onsite data storage solution for three locations at EOC.	
Funding Source	Cost	Status
CIP Fund	None in FY 2020	In Progress

Initiative Name	Council Chambers A/V Upgrades	
Department(s):	Finance	
Summary:	Upgraded equipment to enhance communications.	
Funding Source	Cost	Status
CIP Fund	To Be Determined	In Progress

Initiative Name	EnerGov Implementation	
Department(s):	Finance, Community Development	
Summary:	Implement final phase of EnerGov for Business Tax Receipts.	
Funding Source	Cost	Status
General Fund	None in FY 2020	In Progress

Initiative Name	Fuel Management System Upgrade	
Department(s):	Fire/Rescue, Finance	
Summary:	Replace existing fuel management software.	
Funding Source	Cost	Status
CIP Fund	\$100,000	New

Initiative Name	Fire Station #129	
Department(s):	Fire/Rescue	
Summary:	The City has land in the Bay Pines area, dedicated through a Development Agreement, to build a new fire station.	
Funding Source	Cost	Status
Penny 3 Fund	\$150,000	New

CITYWIDE STRATEGIC GOALS

Goal 1: Improve and Maintain Infrastructure

Initiative Name	HVAC Controls Software Package Upgrade	
Department(s):	Public Works	
Summary:	HVAC units were updated over the past several years at various city facilities. Without proper upgrades to the control system, the City and its network are vulnerable to malware and cybersecurity attacks.	
Funding Source	Cost	Status
General Fund	\$20,360	New

Initiative Name	Replace SCBA Compressed Air Station	
Department(s):	Fire/Rescue	
Summary:	The SCBA Compressed Air Fill Station for the Fire Department's Self-Contained Breathing Apparatus has reached the end of its useful life.	
Funding Source	Cost	Status
General	\$150,000	New

Initiative Name	Citywide Facility Roof Replacements	
Department(s):	Public Works	
Summary:	Fleet Maintenance Garage and Recreation Center roofs will be addressed in FY 2020.	
Funding Source	Cost	Status
General Fund	\$140,000	New
CIP Fund	\$45,000	

Initiative Name	City Hall Exterior Restoration	
Department(s):	Public Works	
Summary:	Repair and maintenance of the exterior of City Hall is included in the FY 2020 Budget.	
Funding Source	Cost	Status
CIP Fund	\$50,000	New

Initiative Name	Stormwater Master Plan Update	
Department(s):	Public Works	
Summary:	Funding in FY20 Budget and a SWFWMD grant application has been submitted.	
Funding Source	Cost	Status
CIP Fund	\$250,000	New

CITYWIDE STRATEGIC GOALS

Goal 1: Improve and Maintain Infrastructure

Initiative Name	Pavement Management Plan	
Department(s):	Public Works	
Summary:	The first year of the City's FY 2020-2027 Pavement Management Plan will be implemented in FY20 with Johnson Blvd. and Liberty Ln. to be rehabilitated this year. Crack-seal equipment will also be procured so staff can better address minor repairs in-house.	
Funding Source	Cost	Status
Transp. Imp. Fund	\$609,000	New
Penny 3 Fund	\$689,600	
General Fund	\$45,000	

Initiative Name	Sidewalk Repair and Maintenance	
Department(s):	Public Works	
Summary:	Funding for repair and maintenance of sidewalks has been increased to bring the level of service in alignment with Council direction and community standards.	
Funding Source	Cost	Status
General Fund	\$150,000	New

Goal 2: Enhance Revenues

Initiative Name	Maximize Investment Income	
Department(s):	Finance	
Summary:	Identify and invest in financial instruments that prioritize safety, liquidity and yield.	
Funding Source	Cost	Status
N/A	None	In Progress

Initiative Name	Maximize Grant Revenues	
Department(s):	All Departments	
Summary:	Identify grant opportunities that reduce the City's financial burden in all areas of City operations.	
Funding Source	Cost	Status
General	\$7,500	In Progress

CITYWIDE STRATEGIC GOALS

Goal 3: Enhance Quality of Life through Recreation

Initiative Name	Blossom Lake Park Redevelopment	
Department(s):	Recreation, Public Works	
Summary:	Two grants have been awarded, community engagement to meet needs of local neighborhood is scheduled, construction is planned in FY 2020.	
Funding Source	Cost	Status
CIP Fund	\$248,000	In Progress
Grants Fund	\$150,000	

Initiative Name	Waterfront Park Development	
Department(s):	Recreation, Public Works, Community Development	
Summary:	Construct observation boardwalk, waterfront access trail, picnic facility, ADA playground, lighting and landscaping.	
Funding Source	Cost	Status
Penny 3 Fund	\$1,385,000	In Progress
Grants Fund	\$200,000	
CIP Fund	\$90,000	

Initiative Name	Enhance Athletics Programming	
Department(s):	Recreation	
Summary:	Enhance existing athletics programming and events, including establishing an eSports initiative.	
Funding Source	Cost	Status
General Fund	\$9,000	New

Initiative Name	Repetto Property / Expand City Park	
Department(s):	Recreation, Public Works	
Summary:	The Repetto property was acquired by the City in FY 2019. In FY20, repair and maintenance is scheduled as well as the development of programming for presentation to City Council in FY20.	
Funding Source	Cost	Status
General Fund	\$50,000	In Progress

Initiative Name	50th Anniversary Celebration	
Department(s):	City Manager, Recreation, City Clerk	
Summary:	A volunteer committee has been established that has developed a number of community celebration events to be programmed throughout calendar 2020. The City anticipates offsetting revenues to cover expenditures.	
Funding Source	Cost	Status
General Fund	\$20,000	In Progress

CITYWIDE STRATEGIC GOALS

Goal 4: Be An Employer of Choice

Initiative Name	Ensure staffing levels meet level of service standards	
Department(s):	All	
Summary:	Additional positions have been allocated to Community Development (0.5 FTE), Fire/Rescue (4.0 FTE), Public Works (1.0 FTE), and Recreation Departments (1.0 FTE) to meeting service demands.	
Funding Source	Cost	Status
General Fund	\$371,305	In Progress

Initiative Name	Employee Appreciation Program	
Department(s):	City Manager, Finance	
Summary:	Funding has been included in the FY 2020 Budget for year-round appreciation and recognition events.	
Funding Source	Cost	Status
General Fund	\$5,000	In Progress



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CITY OF SEMINOLE

FY 2019-2020 ADOPTED BUDGET

**BUDGET GUIDE &
FINANCIAL POLICIES**

BUDGET PROCESS

Preparation of the budget is a major responsibility that requires long hours and the full attention of City management during several months of the year. While its basic purpose is to give an account of government finances, it also serves as the blueprint for the year's activities. Long-range goals are reflected in budget decisions and initiatives are translated into appropriations. The Proposed Budget, presented by the City Manager to the City Council, communicates the implications of policy decisions for operating and capital programs. The budget document is one of the most effective tools the City Manager can use to communicate to the City Council and the citizenry, not only its financial status, but also its goals, policies, and vision of the future.

The process moves through four (4) basic stages: Preparation, Adoption, Adjustment and Review. The Budget Calendar that follows details the timeline and procedures for the preparation and adoption of the FY 2019-2020 Budget. A summary of all stages of the process is as follows:

Preparation

In January, Departments review and update the Capital Improvement Plan (CIP). This document is published in draft form and delivered to the City Council in May each year. The first year of the CIP drives the capital budget for the coming Annual Budget. In March, Departments submit their operational budgets to the Finance Director. The Finance Director and City Manager meet with Department Directors to review priorities and to evaluate initial budget requests. After refinement, the City Manager's Proposed Budget is then submitted to the City Council in June.

Adoption

A public workshop is held by the City Council to review the budget proposal. The City Manager and Department Directors present their budgets and answer questions by the Council. Public Hearings are conducted by the Council to obtain taxpayer comments. The Budget is revised and approved by the Council and becomes the basis for the millage levied by the Council. For FY 2019-2020, the City Council has adopted a millage rate of 2.4793 which is the same as last year and a 6.06% increase from the roll back rate of 2.3377. The budget is adopted by Ordinance at the departmental and fund level.

Adjustment

The City Manager is authorized to administratively approve transfers within the same department or line items within any department or division, know as a budget transfer. The City Council is authorized to transfer funds to any department when appropriations are insufficient from another department, current revenue not heretofore appropriated, or any available funds from the previous fiscal year. This procedure by City Council requires a Budget Amendment Ordinance.

Review

Appropriations lapse at year end (September 30). Budgeted amounts are as originally adopted, or as amended in accordance with City Ordinances. A financial audit is conducted by an independent accounting firm appointed by the City Council.

BUDGET CALENDAR

FY 2019-2020 BUDGET CALENDAR

JANUARY	1/26/2019	City Council Annual Planning Retreat
	1/29/2019	Budget Kickoff Meeting: Departments provided with budget guidance and CIP templates
FEBRUARY	2/14/2019	Due to Finance from Departments: CIP Project Forms
	2/27/2019	Due to Finance from Departments: Personnel/Facilities/Technology Request, Revenue Worksheets
	2/28/2019	Finance completes personnel projections
MARCH	3/8/2019	FY 2019-2020 Budget Module closes for Department Request Entry
	w.o. 3/25/19	City Manager and Finance Director meet with Dept. Directors on CIP and Budget Requests
APRIL		Departments update Dept. Budget Pages: Narratives, Performance Measures,
	4/1-4/19	Goal Progress Report for Annual Budget
	4/5/2019	Deadline for preliminary Fire Rescue and EMS budgets to County
	4/1-4/30	Finalize budget document
MAY	5/9/2019	Publish CIP and deliver to City Council
	5/14/2019	Revised Personnel Projections completed by Finance
	5/19/2019	Deliver Proposed Budget to City Manager
JUNE	6/1/2019	Property Appraiser distributes estimated taxable value to City
	6/26/2019	Proposed Budget delivered to City Council
	6/29/2019	Budget Workshop with City Council
JULY	7/1/2019	Property Appraiser distributes certified taxable value to City
	7/23/2019	City Council sets maximum millage rate and dates of budget hearings
	7/24/2019	City completes 420-MMR and remits to State of Florida
AUGUST	8/19/2019	Property Appraiser mails TRIM notices to property owners
SEPTEMBER	9/11/2019	First public hearing to adopt proposed millage rate & Tentative Budget
	9/20/2019	Advertisement of Budget Summary and Proposed Tax Rate
	9/25/2019	Second public hearing to adopt final millage rate & Budget
	9/28/2019	Deadline to send Ordinance to State of Florida, Property Appraiser, Tax Collector
OCTOBER	10/3/2019	City completes DR-422 and remits
	10/25/2019	Deadline to send DR-487/ TRIM package to Department of Revenue
	10/25/2019	Final Budget posted on web

BUDGET POLICIES

The following definitions and policies guide the budget process and serve as the foundation for the budget document.

Balanced Budget

The City of Seminole adopts an annual balanced budget, in which planned funds available equal or exceed planned expenditures. The City recognizes that its citizens deserve a commitment from the City to fiscal responsibility. As a result, the annual budget strives to balance annual operating expenditures with recurring revenues that can be reasonably projected to be received during the fiscal year. New programs or changes in levels of service that would require the expenditure of additional operating funds will either be funded through reduction of services in other areas of lower priority or through adjustments to rates, service charges or taxes.

Basis of Budgeting

Budgets for funds that have formal appropriation are prepared in accordance with Generally Accepted Accounting Principles (GAAP). This includes an original appropriation in the budget ordinance, a subsequent budget amendment ordinance for encumbrances outstanding, and other budget amendment ordinances as needed and adopted by the City Council. All appropriations expire at the end of each fiscal year.

Budgets for governmental funds are adopted using the modified accrual basis of accounting. Revenues are recognized when they become measurable and available. Expenditures are recognized when they are incurred. Capital items are budgeted as an expenditure in the year they are purchased and are a fixed asset for accounting and reporting purposes.

Budgetary Level of Control

A key factor in the budget process is the use and presentation of data. The way that the data is presented will determine what the budget ultimately communicates. As in the past, budget data has been presented in a line item format per the City Charter. The emphasis of a line item budget is on control of expenditures, rather than on accountability for performance. This format has been much maligned for this characteristic, but serves a valuable purpose in the City of Seminole which has a fiscally conservative approach to the Budget. A program or performance budget by itself can be inadequate in providing the sort of accounting information the Council and City Manager need to control spending. Although the budget format is predominantly line-item, greater emphasis on program information and performance has been made during the past few years. These enhancements are intended to increase the effectiveness of the document as a communication tool.

BUDGET POLICIES

Revenues

The City strategically projects revenues conservatively to avoid revenue shortfalls during the fiscal year and hedge against any downturns in the economy. The City is committed to a diverse revenue base and is committed to seek alternative funding sources in order to keep property taxes low. The City funds programs with user fees when appropriate and use of the fund balance is only when necessary and an adequate balance exists. The FY 2019-2020 Budget is based on a maintaining a 2.4793 mills, the thirteenth (13th) consecutive year of a flat millage rate.

Expenditures

Personnel

The City has 157.492 full-time equivalents (FTE) in full-time and part-time positions in FY 2019-2020, a 5.625 FTE increase over the prior year. The FY 2019-2020 Budget includes merit increases of up to 5% increase over for regular employees and an amount equal to 6% for represented Fire Rescue employees based on the current contract. Individual employee increases will be based on performance appraisals. Regular full-time employees also have robust City paid benefits including health insurance, dental insurance, long-term disability and life insurance.

All of the City's regular full-time and most part-time employees (with the exception of temporary or seasonal staff) are eligible to participate in one of three separate retirement systems which are defined benefit or defined contribution plans, as detailed below. The plans also provide disability and survivors' benefits. Benefits are determined by category and length of service as defined below:

<u>Firefighters 175 Plan</u>	Normal retirement at the earlier of: age 52 and 10 years of service <u>or</u> 25 years of service. Benefit is calculated as: 3.0% x Yrs of Service x Average of 5 highest paid years Fire employees contribute 50% of the annual cost of the pension with a cap at 12.5% of covered payroll.*
<u>Florida Retirement System (FRS) Pension Plan</u>	Normal retirement age varies depending on when the employee was first enrolled, but is currently when the employee is age 62 and is vested <u>or</u> has 30 years of creditable service regardless of age. Benefit is calculated as: Yrs of Svc x 1.60% Regular Class/2.0% Senior Mgmt Class x Avg Final Compensation Employees are required to contribute 3% of covered salary.**
<u>401a Plan</u>	Select senior management positions may be offered a 401a plan in which the City contributes 10% of salary to a self directed 401 plan. Vesting is graduated with 25% earned at 2 years of service, 50% at 3 years, 75% at 4 years, and 100% at 5 years.

* Firefighters 175 Pension Plan benefits are reflected in accordance with the current bargaining unit agreement.

** FRS retirement age, vesting, and benefit multiplier rates are subject to modification based on changes in the law or Florida Administrative Code.

BUDGET POLICIES

Expenditures

Operating

The City programs operating expenses to provide adequate appropriations to maintain current service levels. Staff strive to improve operational efficiencies through productivity improvements rather than through increased expenses. When developing the Capital Improvements Plan (CIP), staff estimate and quantify any additional operating expenditures that may result from a project.

Capital

A Capital Improvement Plan (CIP) is developed each year and submitted during the budget process, with the first year of the plan forming the basis of the capital portion of the Annual Budget. The process allows for a separate evaluation, review and selection of capital projects, as well as the identification of revenue sources to be used. This process enables City management and City Council to evaluate the long term capital needs of the community and subsequently enhance the objective decision-making of selecting and financing projects.

Capital Improvement Plan Policy

Each annual CIP includes a ten-year projection of revenues and five-year projection of expenditures to provide an approach to anticipated capital expenditures and identify associated funding sources.

The CIP will incorporate, in its projections of expenditures and funding sources, any amounts relating to previous year's appropriations that have yet to be expended. The first year of the five-year spending plan will be used as the basis for developing the subsequent year's capital portion of the Budget. During the budget preparation process, programs and projects for the "current" fiscal year will be reevaluated, surpluses and cost over-runs estimated, and the results thereof included in the budget for the next fiscal year.

The Mayor and Council will formally authorize expenditure of City resources on the Capital Improvement Plan through adoption of the Budget by ordinance each year.

ACCOUNTING POLICIES

Fund Structure

The City organizes its accounts on the basis of funds and account groups, each of which is considered a separate accounting entity. A fund is an independent fiscal and accounting entity with a self-balancing set of accounts. Fund accounting segregates funds according to their intended purpose and is used to aid management in demonstrating compliance with finance-related legal and contractual provisions. The minimum number of funds is maintained consistent with legal and managerial requirements.

The City of Seminole Annual Budget includes only governmental type funds which are used to account for the City's general government activities. Governmental fund types use the flow of current financial resources measurement focus and the modified accrual basis of accounting. Under the modified accrual basis of accounting, revenues are recognized when they are measurable and available; measurable means the amount of the transaction can be determined, available means collectible within the current period or soon enough thereafter to pay liabilities of the current period. The government considers revenues available if they are collected within 60 days after year-end.

Expenditures are recorded when the related fund liability is incurred with the exception of unmatured interest on general long-term debt which is recognized when due, and certain compensated absences, claims, and judgments which are recognized when the obligations are expected to be liquidated with expendable, available financial resources.

Basis of Accounting

Basis of accounting refers to when revenues and expenditures or expenses are recognized in the accounts and reported in the financial statements. The primary differences between the City of Seminole's basis of budgeting and the basis of accounting (using GAAP) are:

- 1.) Proceeds from the sale of capital assets are inflows of budgetary resources not revenue for financial reporting purposes.
- 2.) Transfers to other funds are outflows of budgetary resources but are not expenditures for financial reporting purposes.

The modified accrual basis of accounting is followed by all Governmental Fund Types, Expendable Trust Funds and Agency Funds. Under the modified accrual basis, revenues are recognized in the accounting period when they become measurable and available. Revenues susceptible to accrual are utility charges for services and interest income. Expenditures other than unmatured interest on general long-term debt are recognized at the time liabilities are incurred, if measurable.

ACCOUNTING POLICIES

Measurement Focus

Government Type Funds

General and Special Revenue Funds are accounted for on a “spending” or “financial flow” measurement focus. Property taxes, franchise fees, utility taxes, half-cent sales taxes and communications taxes, licenses and interest associated with the current fiscal period are all considered to be susceptible to accrual, and are recognized as revenues. All other revenue items are considered to be measurable and available only when cash is received. Expenses are booked when incurred. Accordingly, reported undesignated fund balances represent available, spendable or appropriable resources.

Governmental Funds include the General Fund and Special Revenue Funds. The General Fund is the City’s primary operating fund which accounts for all financial resources of the general government, except those required to be accounted for in another fund. Special Revenue Funds account for revenue sources that are legally restricted to expenditure for specific purposes. The Annual Budget includes only government type funds.

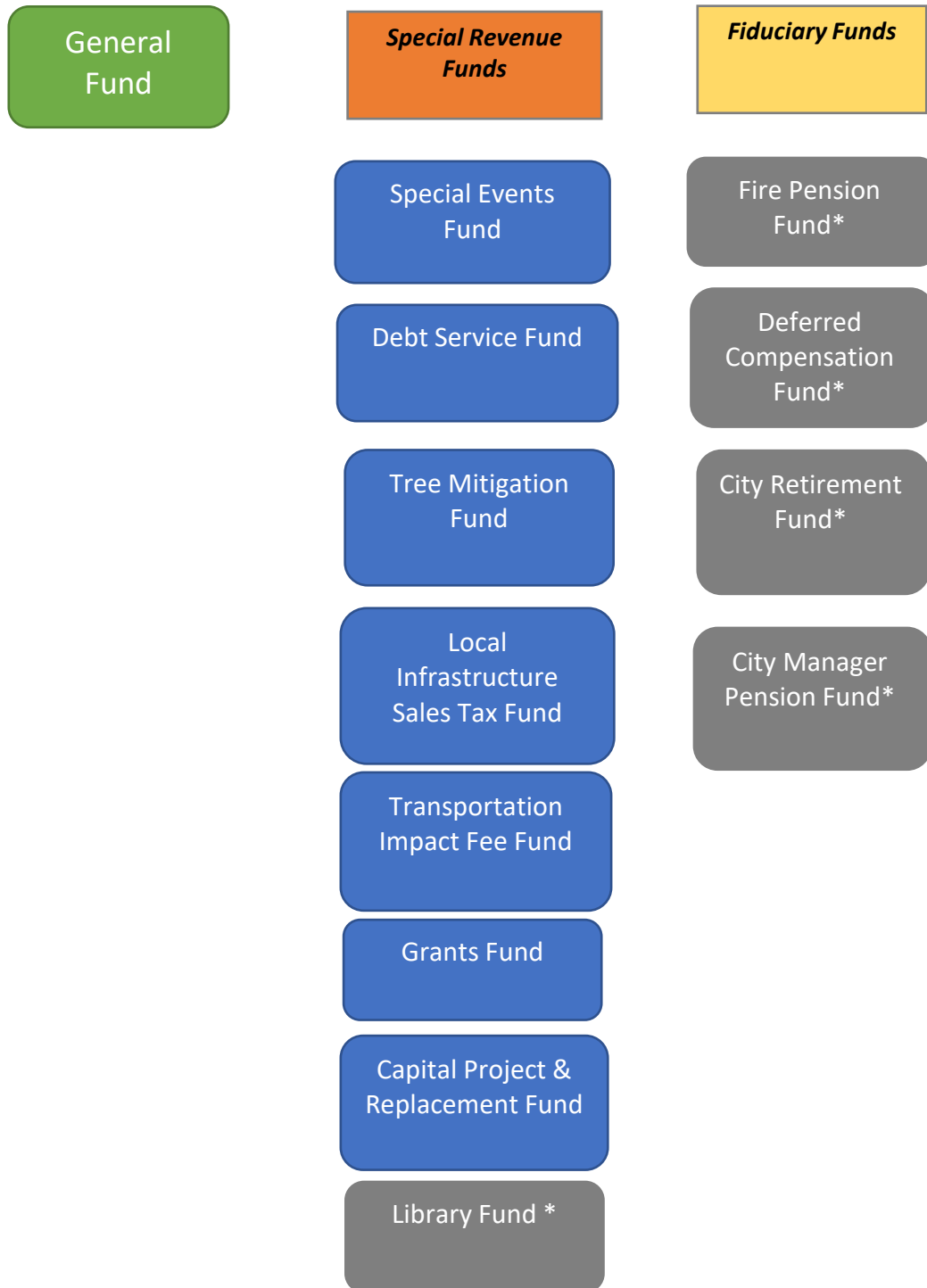
Fiduciary Type Funds

Pension Trust Funds are accounted for on a cost of services or “capital maintenance” measurement focus. Operating statements for Pension Trust Funds use an income determination measurement focus and, therefore, report increases (revenues) and decreases (expenses) in total economic net worth.

The City of Seminole has four fiduciary funds. These funds are not appropriated in the Annual Budget, but are included in the City's financial statements and annual audit.

ACCOUNTING POLICIES

FY 2019-2020 CITY OF SEMINOLE FUNDS



* Funds not budgeted

FUND MATRIX

FUNDING SOURCE BY DEPARTMENT: FY 2019-2020

	General Fund	Debt Fund	Special Events Fund	Tree Mitigation Fund	Local. Infra. Sales Tax Fund	Transp. Impact Fund	Grants Fund	CIP Fund
City Council	X							
City Attorney	X							
City Manager	X							
City Clerk	X							
Community Development	X							X
Finance	X							X
Fire Rescue	X				X		X	X
Law Enforcement	X							
Library	X							X
Public Works	X			X	X	X	X	X
Recreation	X		X				X	X

FUND BALANCE POLICY

Policy

The City maintains a committed or unassigned fund balance for use in case of economic downturns, unanticipated expenditures or unexpected events, such as natural disasters.

A fund balance of three months of operating expenses or at least \$5,000,000, whichever is higher, has been established as a goal in the General Fund so the City will be prepared in the event of a natural disaster. The three month requirement for FY 2019-2020 is \$4,798,374, which is less than the higher requirement of \$5,000,000 so the City has adopted a budget that will ensure at least \$5,000,000 in unassigned fund balance is available at year-end FY 2019-2020.

Other City funds are restricted funds and, as such, do not require as high a fund balance because they cannot be used for general City operations. A discussion of each appropriated fund's projected change in balance by year-end FY 2020 is included in the Budget Summary.

Definitions

Fund balance is the difference between fund assets and fund liabilities in a governmental or fiduciary fund. The City of Seminole has only governmental and fiduciary funds in its account structure. For clarification, the definitions below provide context for the City's policy.

<i>Nonspendable</i>	Includes items that are not expected to be converted to cash, such as inventory and prepaid items.
<i>Restricted</i>	Funds that can only be spent for specific purposes stipulated by external resource providers such as creditors through bond covenants, grantors, contributors, or laws.
<i>Committed</i>	Funds committed by formal action of the City Council for specific projects, reserves, or future obligations.
<i>Assigned</i>	Funds assigned to be used by the City Council for a specific purpose, for example previously appropriated funds that have not yet been spent or encumbrances.
<i>Unassigned</i>	Residual fund balance including all spendable funds not contained in the other classifications, only available in General Fund because special revenue and fiduciary funds have restrictions on use.

Background

Over the last decade, the City has increased the unassigned fund balance in the General Fund from \$100,000 to \$5,059,814. The significant gain in unassigned fund balance occurred during FY 2015 when the City Council removed the specified use of Emergency Preparedness for \$5,000,000 of committed fund balance. This action was designed to provide greater flexibility of use of fund balance should an emergency situation arise.

DEBT POLICY

Policy

- I. Long term borrowing will not be used to finance current operations or routine maintenance.
- II. The City will strive to maintain a high reliance on pay-as-you-go financing for its capital improvements.
- III. The City may borrow money, contract loans and issue bonds pursuant to the provisions of Florida Statutes, provided that:
 - (a) Any one proposal to obligate the City for more than fifty (50) percent of the previous year’s tax revenue shall be put to referendum (with the exception of revenue bonds for public health, safety or industrial development).
 - (b) For purposes of this Section, tax revenue means taxes, license fees, permit revenues and intergovernmental revenues.
 - (c) Total indebtedness shall not exceed ten (10) percent of the last certified assessed taxable value of the real property located in the City.

Performance Measures

The City maintains a low level of debt in comparison to credit industry standards. In 2019-2020 the maximum indebtedness would be \$158M.

As of September 30, 2019, the City is Seminole is debt-free. No future debt is anticipated over the next fiscal year.

Outstanding General Government Debt Service (10/1/19)	\$ -
FY 2020 Certified Gross Taxable Value Citywide	\$ 1,580,608,295

The City's outstanding debt ratio as a percentage of gross taxable value citywide: 0.00%

Another indicator is the ratio of debt service to operating revenues which is 0% for FY 2019-2020. The industry standards accepts up to 20%.

Outstanding General Government Debt Service (10/1/19)	\$ -
FY 2020 Estimated General Fund Revenue	\$ 19,198,194

The City's outstanding debt to general government revenue ratio is: 0.00%

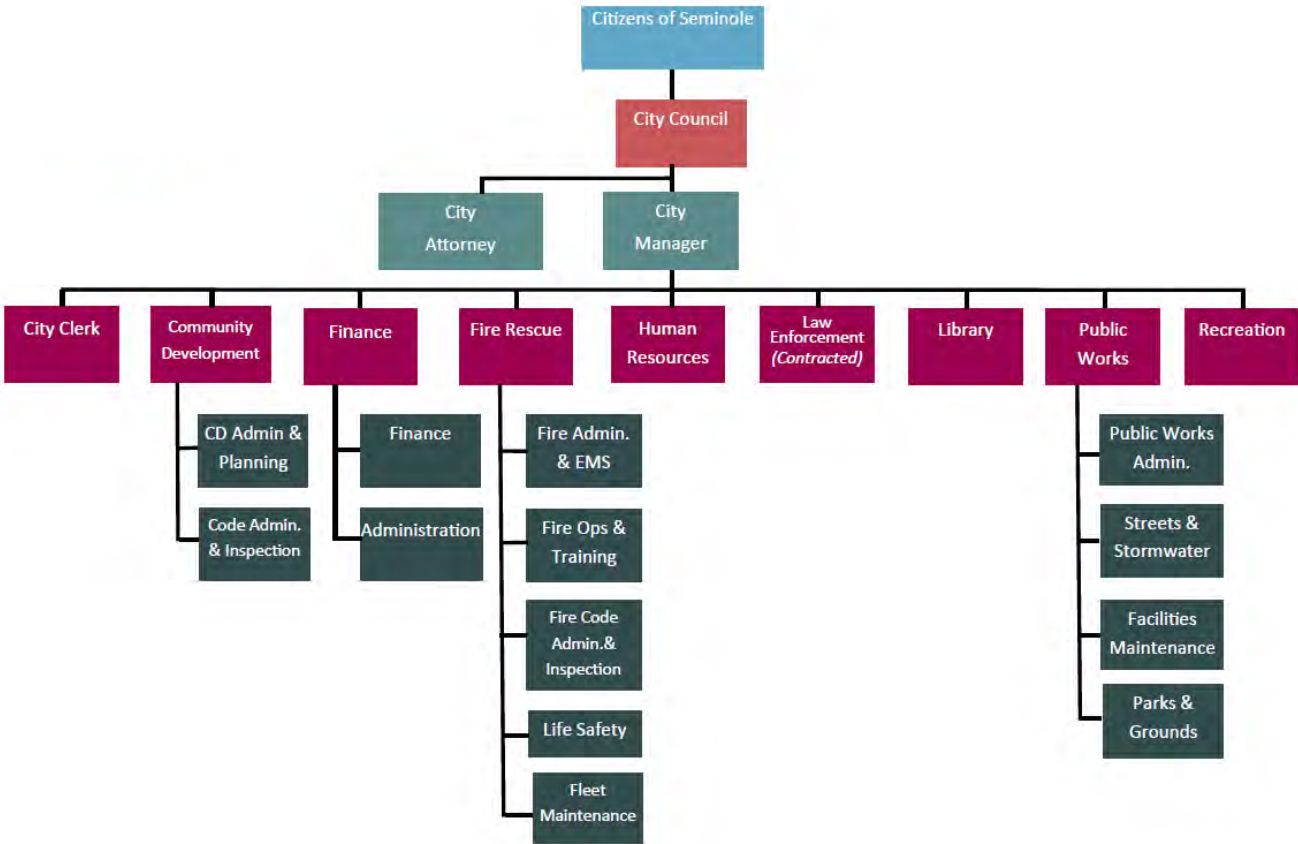
CITY OF SEMINOLE

FY 2019-2020 ADOPTED BUDGET

BUDGET SUMMARY



**FY 2020 City of Seminole
Organizational Chart
157.367 FTE**



PERSONNEL SUMMARY

POSITION LISTING

Full-Time	Department	FY 2017 Actual	FY 2018 Actual	FY 2019 Budget	FY 2020 Budget	Position Change
City Manager	City Manager	1	1	1	1	0
City Manager Secretary	City Manager	0	1	1	1	0
Executive Administrative Asst.	City Manager	1	0	0	0	0
Public Policy Mgmt. Associate	City Manager	1	1	1	1	0
City Clerk	City Clerk	1	1	1	1	0
Community Development Director	Com. Dev.	1	1	1	1	0
Code Administration Official	Com. Dev.	1	1	1	1	0
Building Inspector	Com. Dev.	1	1	1	1	0
Permit/Licensing Tech.	Com. Dev.	1	1	1	1	0
Director of Administration	Finance	1	1	1	1	0
Finance Director	Finance	0	1	1	1	0
Senior Accountant	Finance	1	1	1	1	0
Information Tech. Specialist II	Finance	1	1	1	1	0
Administrative Assistant II	Finance	1	0	0	0	0
Account Specialist II	Fire Rescue	1	1	0	0	0
Account Specialist III	Fire Rescue	0	0	1	1	0
Human Resource Director	Fire Rescue	1	1	1	1	0
Information Tech. Specialist	Fire Rescue	1	1	1	1	0
Fire Chief	Fire Rescue	1	1	1	1	0
Asst. Fire Chief- Admin. & EMS	Fire Rescue	1	1	1	1	0
Asst. Fire Chief- Ops. & Training	Fire Rescue	1	1	1	1	0
District Chief of EMS	Fire Rescue	0	0	0	1	1
District Chief	Fire Rescue	3	3	3	3	0
Lieutenant	Fire Rescue	15	15	15	18	3
FF/Paramedic	Fire Rescue	24	24	24	24	0
Firefighter/EMT	Fire Rescue	27	27	27	27	0
Fire Marshall	Fire Rescue	1	1	1	1	0
Fire Inspector	Fire Rescue	1	1	1	0	-1
Public Affairs Officer	Fire Rescue	1	1	1	1	0
Maintenance Supervisor	Fire Rescue	1	1	1	1	0
Mechanic	Fire Rescue	1	1	1	1	0
Administrative Assistant II	Fire Rescue	1	1	1	1	0
Library Director	Library	1	1	1	1	0
Circulation Supervisor	Library	1	1	1	1	0
Librarian III	Library	2	2	2	2	0
Librarian II	Library	3	3	3	3	0
Librarian I	Library	1	1	2	2	0
Library Assistant III	Library	2	2	2	2	0

PERSONNEL SUMMARY

POSITION LISTING

Full-Time	Department	FY 2017 Actual	FY 2018 Actual	FY 2019 Budget	FY 2020 Budget	Position Change
Recreation Director	Recreation	1	1	1	1	0
Program Coordinator	Recreation	3	3	3	4	1
Administrative Assistant II	Recreation	1	1	1	1	0
Recreation Leader II	Recreation	3	3	3	2	-1
Custodian	Recreation	2	2	2	2	0
Public Works Director	Public Works	1	1	1	1	0
Administrative Assistant II	Public Works	1	1	1	1	0
Public Works Supervisor	Public Works	0	1	0	0	0
Public Works Foreman	Public Works	2	2	3	3	0
Administrative Clerk	Public Works	0	1	0	0	0
Maintenance Technician II	Public Works	1	1	1	1	0
Maintenance Technician I	Public Works	1	1	0	0	0
Parks Technician	Public Works	0	0	1	1	0
Stormwater Compliance Spec.	Public Works	1	0	0	0	0
Street/Stormwtr. Technician	Public Works	0	0	1	1	0
Maintenance I	Public Works	1	1	2	2	0
Maintenance II	Public Works	3	3	3	4	1
Total Full-Time FTE		124	125	127	131	4
Part-Time & Seasonal Staff	Department	FY 2017 Actual	FY 2018 Actual	FY 2019 Budget	FY 2020 Budget	Position Change
Mayor	City Council	0.5	0.5	0.5	0.5	0
Vice Mayor	City Council	0.5	0.5	0.5	0.5	0
Councilor	City Council	2.5	2.5	2.5	2.5	0
Permit/Licensing Tech.	Com. Dev.	0.625	0.625	0.625	0.625	0
Planner	Com. Dev.	0.5	0.5	0.5	0.5	0
Code Enforcement Officer	Com. Dev.	1	1	1	1	0
Account Specialist I	Finance	0.625	0.625	0.5	0.5	0
Information Clerk	Finance	0	0	0.625	0.625	0
Information Clerk	Com. Dev.	0	0	0	0.5	0.5
Fire Inspector	Fire Rescue	0	0	0	1	1
Training Technician	Fire Rescue	0.5	0.5	0.5	0.5	0
Counter Clerk	Fire Rescue	0.5	0.5	0.5	0.5	0
EMS Technician	Fire Rescue	0.5	0.5	0.5	0.5	0
Librarian I	Library	0.5	0.5	0.5	0.5	0
Library Assistant II	Library	0.625	0.625	0.625	0.625	0
Library Assistant I	Library	5.75	5.75	5.125	5.125	0
Library Aide	Library	1.192	1.192	1	1	0.000
Recreation Leader I	Recreation	4.75	5.375	5.875	6	0.125
Lifeguard/WSI/Pool staff	Recreation	2.602	2.492	2.492	2.492	0
Maintenance I	Public Works	1	1	1	1	0
Total Part-Time FTE		24.169	24.684	24.867	26.492	1.625
TOTAL FTE		148.169	149.684	151.867	157.492	5.625

PERSONNEL SUMMARY

FTE BY DEPARTMENT

Department	FY 2017 Actual	FY 2018 Actual	FY 2019 Budget	FY 2020 Budget	Position Change
City Council	3.5	3.5	3.5	3.5	0
City Manager	3	3	3	3	0
City Attorney	0	0	0	0	0
City Clerk	1	1	1	1	0
Community Development	6.125	6.125	6.125	6.625	0.5
Finance	4.625	4.625	5.125	5.125	0
Fire Rescue	82.5	82.5	82.5	86.5	4
Law Enforcement	0	0	0	0	0
Library	18.067	18.067	18.25	18.25	0
Recreation	17.352	17.867	18.367	18.492	0.125
Public Works	12	13	14	15	1
TOTAL FTE BY DEPARTMENT	148.169	149.684	151.867	157.492	5.625

PERSONNEL CHANGES BY DEPARTMENT

Change	Department	FY 2019 Budget	FY 2020 Budget	FTE Impact
Add 0.5 FTE P/T Information Clerk	Com. Dev.	0	0.5	0.5
Add 1.0 FTE District Chief of EMS	Fire Rescue	0	1	1
Add 3.0 FTE Lieutenant	Fire Rescue	15	18	3
Add 1.0 FTE Program Coordinator	Recreation	3	4	1
Delete 1.0 FTE Recreation Leader II	Recreation	3	2	-1
Increase P/T Recreation Leader I 0.125 FTE	Recreation	5.875	6	0.125
Add 1.0 FTE Maintenance II to Streets & Stormwater Division	Public Works	3	4	1
NET IMPACT OF PERSONNEL CHANGES				5.625

ORDINANCE NO. 12-2019

AN ORDINANCE OF THE CITY OF SEMINOLE, PINELLAS COUNTY, FLORIDA; ADOPTING AN OPERATING BUDGET OF \$24,324,972 FOR THE FISCAL YEAR BEGINNING OCTOBER 1, 2019 AND ENDING SEPTEMBER 30, 2020; AND PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, the City Council of the City of Seminole, Pinellas County, Florida, has conducted two public hearings on the Operating and Capital Budget for the Fiscal Year beginning October 1, 2019 and ending September 30, 2020, in accordance with Florida Statutes; and

WHEREAS, the City Council is desirous of adopting the Operating Budget for the Fiscal Year beginning October 1, 2019 and ending September 30, 2020.

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF SEMINOLE, PINELLAS COUNTY, FLORIDA, DOES HEREBY ORDAIN:

SECTION 1. The City Council has reviewed and carefully considered the Fiscal Year 2020 Budget for the City of Seminole, Florida, as submitted by the City Manager.

SECTION 2. The City Council has determined that the Fiscal Year 2020 Budget totaling \$24,324,972 in the various funds of the City is hereby adopted and approved as detailed in Exhibit A. The respective revenues are to be appropriated by fund from taxes or other revenue sources as needed and expenses are to be appropriated by fund and by department for the fiscal year commencing October 1, 2019 and ending September 30, 2020.

SECTION 3. This ordinance shall become effective immediately upon its final passage.

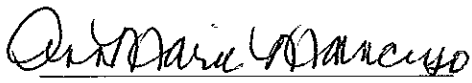
APPROVED ON FIRST READING: September 11, 2019


PUBLISHED: September 26, 2019

PASSED AND ADOPTED ON

SECOND AND FINAL HEARING: September 30, 2019

ATTEST:


Ann Marie Mancuso, City Clerk


Leslie Waters, Mayor

**ORDINANCE 12-2019: EXHIBIT A
CITY OF SEMINOLE - FISCAL YEAR 2020 BUDGET**

Millage Rate 2.4793	FY 2020 GENERAL FUND	FY 2020 TRANSPORTATION IMPACT FUND	FY 2020 GRANTS FUND	FY 2020 LOCAL INFRA. SALES TAX FUND	FY 2020 SPECIAL EVENTS FUND	FY 2020 TREE MITIGATION FUND	FY 2020 CAPITAL IMP. FUND	FY 2020 TOTAL BUDGET
Beginning Reserves (10/1/2019) <i>(includes restricted and assigned fund balances)</i>	\$ 6,596,263	\$ 609,087	\$ 244,233	\$ 5,948,599	\$ 91,058	\$ 149,823	\$ 3,736,358	\$ 17,375,421
<u>ESTIMATED REVENUES:</u>								
Ad Valorem Taxes	3,803,360	-	-	-	-	-	-	3,803,360
Other Taxes	3,228,580	-	-	1,976,586	-	-	-	5,205,166
Licenses and Permits	345,750	-	-	-	-	-	-	345,750
Intergovernmental Revenue	2,187,686	-	607,000	-	-	-	-	2,794,686
Charges for Services	9,352,463	-	-	-	-	-	-	9,352,463
Fines and Forfeitures	50,000	-	-	-	-	-	-	50,000
Miscellaneous Revenues	230,355	20,000	-	-	81,028	-	-	331,383
Other Financing Sources	-	-	-	1,500	-	-	-	1,500
Total Revenues and Other Financing Sources	\$ 19,198,194	\$ 20,000	\$ 607,000	\$ 1,978,086	\$ 81,028	\$ -	\$ -	\$ 21,884,308
TOTAL ESTIMATED REVENUES AND BEGINNING BALANCES	\$ 25,794,457	\$ 629,087	\$ 851,233	\$ 7,926,685	\$ 172,086	\$ 149,823	\$ 3,736,358	\$ 39,259,729
<u>EXPENDITURES/ EXPENSES:</u>								
City Council	254,927	-	-	-	-	-	-	254,927
City Manager	473,463	-	-	-	-	-	-	473,463
City Attorney	57,080	-	-	-	-	-	-	57,080
City Clerk	147,845	-	-	-	-	-	-	147,845
Community Development	904,354	-	-	-	-	-	1,000	905,354
Finance	659,186	-	-	-	-	-	35,150	694,336
Fire Rescue	9,992,624	-	1,000	150,000	-	-	483,500	10,627,124
Law Enforcement	1,904,568	-	-	-	-	-	-	1,904,568
Library	1,247,808	-	-	-	-	-	-	1,247,808
Recreation	1,328,816	-	-	-	81,028	-	132,500	1,542,344
Public Works	2,227,523	609,000	606,000	2,324,600	-	50,000	653,000	6,470,123
Total Expenditures	\$ 19,198,194	\$ 609,000	\$ 607,000	\$ 2,474,600	\$ 81,028	\$ 50,000	\$ 1,305,150	\$ 24,324,972
Ending Reserves (9/30/2020) <i>(includes restricted and assigned fund balances)</i>	\$ 6,596,263	\$ 20,087	\$ 244,233	\$ 5,452,085	\$ 91,058	\$ 99,823	\$ 2,431,208	\$ 12,312,668
TOTAL APPROPRIATED EXPENDITURES AND RESERVES	\$ 25,794,457	\$ 629,087	\$ 851,233	\$ 7,926,685	\$ 172,086	\$ 149,823	\$ 3,736,358	\$ 35,201,462

FY 2019-2020 BUDGET SUMMARY: ALL FUNDS

REVENUES BY CATEGORY

	FY 2017 ACTUAL	FY 2018 ACTUAL	FY 2019 BUDGET	FY 2020 BUDGET	FY19 to FY20 % Chg	FY19 to FY20 \$ Chg
Ad Valorem Taxes	2,867,920	3,166,903	3,466,095	3,803,360	10%	337,265
Other Taxes	5,002,321	5,262,160	2,477,264	5,205,166	110%	2,727,902
Licenses & Permits	902,017	581,914	2,371,999	345,750	-85%	(2,026,249)
Intergovernmental	3,223,209	2,508,181	1,777,142	2,794,686	57%	1,017,544
Charges for Service	7,905,874	8,137,165	8,217,306	9,352,463	14%	1,135,157
Fines	83,499	53,124	66,000	50,000	-24%	(16,000)
Miscellaneous	626,588	710,627	141,094	332,883	136%	191,789
Transfers In	4,197,101	2,703,826	-	-	N/A	-
TOTAL REVENUES	\$ 24,808,529	\$ 21,305,945	\$ 18,516,900	\$ 21,884,308	18%	\$ 3,367,408

EXPENDITURES BY CATEGORY

	FY 2017 ACTUAL	FY 2018 ACTUAL	FY 2019 BUDGET	FY 2020 BUDGET	FY19 to FY20 % Chg	FY19 to FY20 \$ Chg
Personnel	10,381,278	10,797,136	11,551,615	12,608,879	9%	1,057,264
Operating	5,147,481	5,630,551	5,520,863	6,599,533	20%	1,072,670
Capital	3,252,029	2,424,725	200,400	4,955,560	2373%	4,761,160
Other	1,921,024	961,063	1,052,723	161,000	-86%	(891,723)
Transfers Out	3,234,981	1,783,358	119,900	-	-100%	(119,900)
TOTAL EXPENDITURES	\$ 23,936,793	\$ 21,596,833	\$ 18,445,501	\$ 24,324,972	32%	\$ 5,879,471

EXPENDITURES BY DEPARTMENT

	FY 2017 ACTUAL	FY 2018 ACTUAL	FY 2019 BUDGET	FY 2020 BUDGET	FY19 to FY20 % Chg	FY19 to FY20 \$ Chg
City Council	173,225	196,385	306,673	254,927	-17%	(51,746)
City Manager	307,180	357,803	409,141	473,463	16%	64,322
City Attorney	44,109	37,453	57,080	57,080	0%	-
City Clerk	124,410	126,411	129,185	147,845	14%	18,660
Community Development	756,254	727,303	773,001	905,354	17%	132,353
Finance	1,719,932	1,123,470	658,585	694,336	5%	35,751
Fire Rescue	8,339,330	9,307,975	8,906,261	10,627,124	19%	1,720,863
Law Enforcement	1,663,741	1,721,662	1,850,223	1,904,568	3%	54,345
Library	1,082,208	1,078,759	1,155,087	1,247,808	8%	92,721
Recreation	1,310,283	1,337,188	1,393,665	1,542,344	11%	148,679
Public Works	4,788,696	4,534,991	2,806,564	6,470,123	131%	3,663,559
TOTAL EXPENDITURES	\$ 20,309,368	\$ 20,549,400	\$ 18,445,465	\$ 24,324,972	32%	\$ 5,879,507

FY 2019-2020 BUDGET SUMMARY: ALL FUNDS

ESTIMATED BEGINNING AND ENDING FUND BALANCES

Millage Rate 2.4793	FY 2020 GENERAL FUND	FY 2020 TRANSP. IMPACT FEE FUND	FY 2020 GRANTS FUND	FY 2020 LOCAL INFRA. SALES TAX FUND
Beginning Reserves (10/1/2019)	\$ 6,596,263	\$ 609,087	\$ 244,233	\$ 5,948,599
<u>ESTIMATED REVENUES:</u>				
Ad Valorem Taxes	3,803,360	-	-	-
Other Taxes	3,228,580	-	-	1,976,586
Licenses and Permits	345,750	-	-	-
Intergovernmental Revenue	2,187,686	-	607,000	-
Charges for Services	9,352,463	-	-	-
Fines and Forfeitures	50,000	-	-	-
Miscellaneous Revenues	230,355	20,000	-	-
Other Financing Sources	-	-	-	1,500
Total Revenues and Other Financing Sources	\$ 19,198,194	\$ 20,000	\$ 607,000	\$ 1,978,086
TOTAL ESTIMATED REVENUES AND BEGINNING BALANCES	\$ 25,794,457	\$ 629,087	\$ 851,233	\$ 7,926,685
<u>EXPENDITURES/ EXPENSES:</u>				
General Governmental Services	1,902,894	-	-	-
Public Safety	12,502,923	-	1,000	150,000
Physical Environment	2,215,753	609,000	606,000	2,324,600
Transportation	-	-	-	-
Economic Environment	-	-	-	-
Human Services	-	-	-	-
Culture & Recreation	2,576,624	-	-	-
Debt Service	-	-	-	-
Other Financing Sources (Uses)	-	-	-	-
Total Expenditures	\$ 19,198,194	\$ 609,000	\$ 607,000	\$ 2,474,600
Ending Reserves (9/30/2020)	\$ 6,596,263	\$ 20,087	\$ 244,233	\$ 5,452,085

FY 2019-2020 BUDGET SUMMARY: ALL FUNDS

ESTIMATED BEGINNING AND ENDING FUND BALANCES

	FY 2020 SPECIAL EVENTS FUND	FY 2020 TREE MITIGATION FUND	FY 2020 CIP FUND	FY 2020 TOTAL BUDGET
Beginning Reserves (10/1/2019) \$	91,058	\$ 149,823	\$ 3,736,358	\$ 17,375,421
<u>ESTIMATED REVENUES:</u>				
Ad Valorem Taxes	-	-	-	3,803,360
Other Taxes	-	-	-	5,205,166
Licenses and Permits	-	-	-	345,750
Intergovernmental Revenue	-	-	-	2,794,686
Charges for Services	-	-	-	9,352,463
Fines and Forfeitures	-	-	-	50,000
Miscellaneous Revenues	81,028	-	-	331,383
Other Financing Sources	-	-	-	1,500
Total Revenues and Other Financing Sources	\$ 81,028	\$ -	\$ -	\$ 21,884,308
TOTAL ESTIMATED REVENUES AND BEGINNING BALANCES	\$ 172,086	\$ 149,823	\$ 3,736,358	\$ 39,259,729
<u>EXPENDITURES/ EXPENSES:</u>				
General Governmental Services	-	-	85,150	1,988,044
Public Safety	-	-	484,500	13,138,423
Physical Environment	-	50,000	603,000	6,408,353
Transportation	-	-	-	-
Economic Environment	-	-	-	-
Human Services	-	-	-	-
Culture & Recreation	81,028	-	132,500	2,790,152
Debt Service	-	-	-	-
Other Financing Sources (Uses)	-	-	-	-
Total Expenditures	\$ 81,028	\$ 50,000	\$ 1,305,150	\$ 24,324,972
Ending Reserves (9/30/2020)	\$ 91,058	\$ 99,823	\$ 2,431,208	\$ 14,934,757

GENERAL FUND

LONG RANGE FUND PROJECTION

	FY 2017 ACTUAL	FY 2018 ACTUAL	FY 2019 BUDGET	FY 2020 BUDGET
BEGINNING FUND BALANCE	7,177,010	6,769,309	6,769,909	6,596,263
REVENUES				
Ad Valorem Taxes	2,867,920	3,166,903	3,466,095	3,803,360
Other Taxes	3,226,865	3,396,210	3,514,426	3,468,880
Licenses & Permits	871,133	581,914	340,000	345,750
Intergovernmental	3,215,858	2,395,804	1,777,142	1,851,902
Charges for Service	7,905,874	8,137,165	8,124,138	9,447,947
Fines	83,499	53,124	66,000	50,000
Miscellaneous	470,577	392,422	134,844	230,355
Transfers In	-	-	-	-
TOTAL REVENUES	18,641,726	18,123,542	17,422,645	19,198,194
EXPENDITURES				
Personnel	10,381,278	10,791,657	11,546,747	12,604,761
Operating	5,042,580	5,403,143	5,376,313	5,954,823
Capital	390,588	361,030	200,400	477,610
Other	-	-	107,850	161,000
Transfers Out	3,234,981	1,740,758	119,900	-
TOTAL EXPENDITURES	19,049,427	18,296,588	17,351,210	19,198,194
ENDING FUND BALANCE	6,769,309	6,596,263	6,841,344	6,596,263
Less Assigned/Committed/Restricted	(1,709,495)	(1,536,449)	(1,500,000)	(1,500,000)
UNASSIGNED FUND BALANCE	5,059,814	5,059,814	5,341,344	5,096,263

GENERAL FUND

LONG RANGE FUND PROJECTION

	FY 2021 PROJECTION	FY 2022 PROJECTION	FY 2023 PROJECTION	FY 2024 PROJECTION
BEGINNING FUND BALANCE	6,596,263	6,637,344	6,605,889	6,246,912
REVENUES				
Ad Valorem Taxes	3,882,958	3,995,335	4,113,504	4,235,185
Other Taxes	3,572,946	3,680,135	3,790,539	3,904,255
Licenses & Permits	356,123	366,806	377,810	389,145
Intergovernmental	1,907,459	1,964,683	2,023,623	2,084,332
Charges for Service	9,731,385	10,023,327	10,324,027	10,633,748
Fines	68,000	68,000	68,000	68,001
Miscellaneous	230,355	230,355	230,355	230,355
Transfers In	-	-	-	-
TOTAL REVENUES	19,749,226	20,328,641	20,927,858	21,545,020
EXPENDITURES				
Personnel	13,108,951	13,633,309	14,178,642	14,745,788
Operating	6,103,694	6,256,286	6,412,693	6,573,010
Capital	300,000	300,000	500,000	500,000
Other	70,500	70,500	70,500	70,500
Transfers Out	125,000	100,000	125,000	100,000
TOTAL EXPENDITURES	19,708,145	20,360,095	21,286,835	21,989,298
ENDING FUND BALANCE	6,637,344	6,605,889	6,246,912	5,802,635
Less Assigned/Committed/Restricted	(1,500,000)	(1,500,000)	(1,100,000)	(700,000)
UNASSIGNED FUND BALANCE	5,137,344	5,105,889	5,146,912	5,102,635

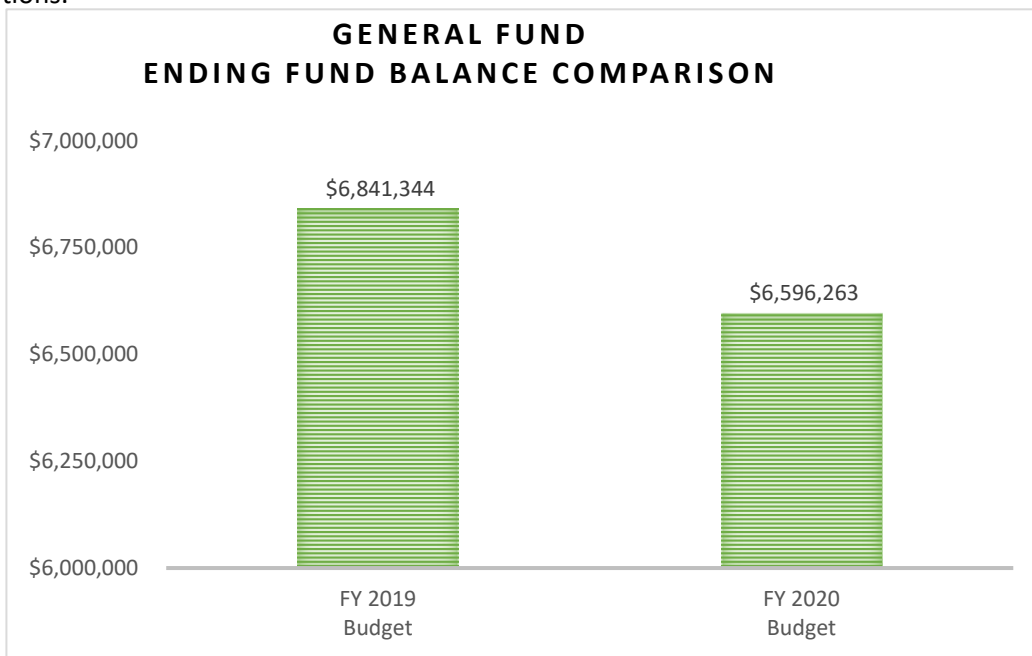
GENERAL FUND ANALYSIS

FUND DESCRIPTION

The General Fund is the City of Seminole's primary fund and is associated with revenues and expenditures that support general governmental activities including City management, public safety, transportation, stormwater management, building and code administration, parks, recreation, and library services.

AVAILABLE FUND BALANCE

The General Fund ending fund balance is anticipated to decrease 4% over the prior year level. In accordance with the City's General Fund Reserve policy, the estimated beginning and ending unassigned fund balance for FY 2020 will exceed \$5,000,000. FY 2020 revenues are budgeted to equal expenditure appropriations.



REVENUES

Overall revenues in the General Fund will increase 10% in FY 2020 compared to the prior year.

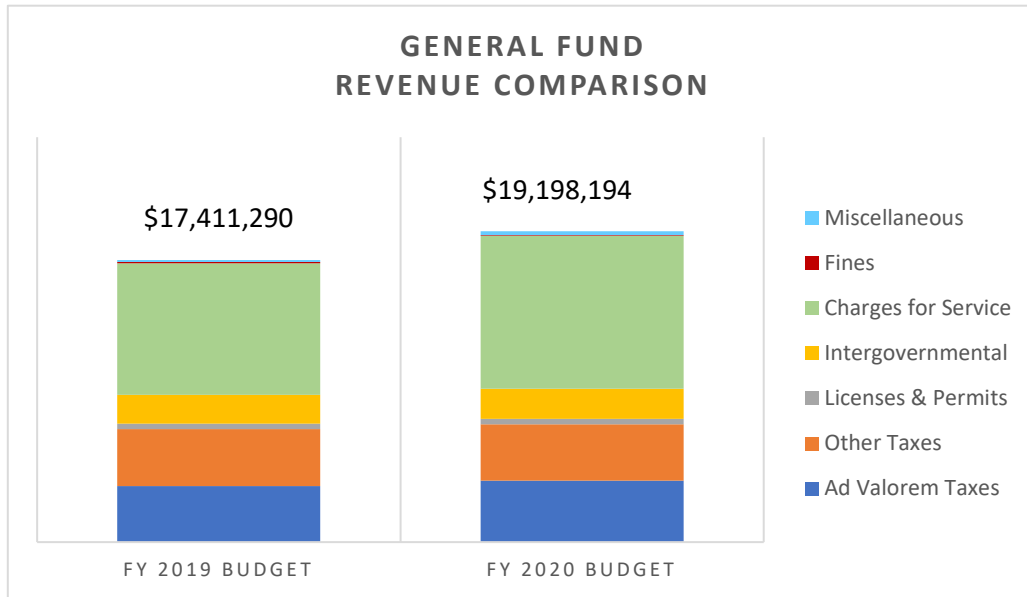
GENERAL FUND ANALYSIS
REVENUE ACCOUNT TREND ANALYSIS

REVENUE SOURCE	FY 2016-2017 Actual	FY 2017-2018 Actual	FY 2018-2019 Budget	FY 2019-2020 Budget	% Chg
Ad Valorem Tax	2,859,951	3,122,278	3,466,095	3,801,360	
Ad Valorem Tax - Delinquent	7,969	44,625	2,000	2,000	
Total Ad Valorem Taxes	2,867,920	3,166,903	3,468,095	3,803,360	9.7%
Utility Tax-Elect	1,165,917	1,218,840	1,120,427	1,144,880	
Utility Tax-Gas	21,910	23,153	15,000	15,000	
Franchise Fee-Elect	1,330,429	684,754	1,305,000	1,385,000	
Franchise Fee-Gas	19,735	26,492	17,000	19,000	
Communications Services Tax	688,875	684,754	660,000	660,000	
Total Other Taxes	3,226,866	2,637,992	3,117,427	3,223,880	3.4%
Local Business Tax	154,764	169,542	150,000	150,000	
Building Permits	667,850	404,098	313,644	190,750	
Plan Review	48,519	8,274	15,000	5,000	
Total Licenses & Permits	871,133	581,914	478,644	345,750	-27.8%
Local Option Gas Tax	249,398	248,941	245,000	245,000	
Revenue Sharing - Sales Tax	428,456	445,684	350,000	400,000	
Revenue Sharing - Fuel Tax	133,822	139,203	115,000	130,000	
Mobile Home Licenses	6,697	6,106	5,500	5,250	
Alcoholic Bev Lic	11,768	16,665	11,000	11,000	
One Half Cent Sales Tax	1,152,155	1,197,041	1,048,000	1,057,652	
Edu. Reimbursement Fire	19,551	20,221	19,550	20,000	
Fuel Tax Refund	1,651	1,511	1,500	1,500	
Recycling Grant	13,596	11,350	13,000	11,500	
Library Coop	207,347	213,592	213,592	215,000	
Total Intergovernmental	2,224,441	2,300,316	2,022,142	2,096,902	3.7%
Certs, Copies, Record Search	16,754	18,387	6,000	8,000	
Permit Surcharge Fee	2,122	1,445	900	900	
Trans. Impact Admn. Fee	2,574	15,914	500	500	
General Governmental Chg	436,991	445,309	453,850	465,000	
Election Filing Fees	-	643	400	400	
Board of Adjustment	1,750	2,750	400	1,000	
Lawn & Tree Service	11,850	10,880	12,000	12,000	
State Traffic Signal Maint	24,237	24,964	29,000	26,484	
Library SPC Staff Funding	60,528	61,950	62,097	56,666	
General Charges for Service	556,806	582,242	565,147	570,950	1.0%

GENERAL FUND ANALYSIS
REVENUE ACCOUNT TREND ANALYSIS

REVENUE SOURCE	FY 2016-2017 Actual	FY 2017-2018 Actual	FY 2018-2019 Budget	FY 2019-2020 Budget	% Chg
Fire Ed. Reimb. (Target Sol.)	2,730	2,880	2,730	3,300	
Fire Protection- County	4,085,389	4,461,873	4,339,112	5,423,181	
Fire Contract - Bay Pines	103,385	100,783	105,000	107,992	
CME & MB Review Reimb.	25,171	30,870	-	-	
Fire Contract - Beach Contracts	241,858	246,211	250,648	252,635	
Emergency Service fees	2,181,294	2,284,373	2,352,901	2,551,549	
HazMat Training Reimb.	36,396	27,054	-	56,400	
HazMat physical Reimb.	7,600	7,600	-	7,600	
Fire Water Rescue Funding	10,000	5,000	10,000	5,000	
Fire/EMS Fees	6,693,823	7,166,644	7,060,391	8,407,657	19.1%
Recreation- Memberships	107,976	105,307	110,000	80,000	
Rec. Classes- Contracted	78,739	57,602	110,000	100,000	
Camp Fees- Summer	208,312	215,478	187,600	190,000	
Camps-Break	7,547	6,565	6,650	9,000	
Rec. Classes-Staff	35,692	36,571	32,900	36,500	
Pool Facility Fees	13,201	16,097	16,500	16,000	
Athletic Programs	11,250	17,661	34,950	37,000	
Senior Adult Luncheon	-	-	-	840	
Recreation Charges for Service	462,717	455,281	498,600	469,340	-5.9%
Total Charges for Service	7,713,346	8,204,167	8,124,138	9,447,947	16.3%
Fines & Forfeitures	52,168	27,511	42,000	30,000	
Library Fines	22,991	22,713	24,000	20,000	
Liens & Assessments	-	2,059	-	-	
Total Fines	75,159	52,283	66,000	50,000	-24.2%
Interest	61,324	120,729	25,144	90,000	
Rental Income	84,755	93,085	55,000	70,000	
Insurance Proceeds	24,445	81,207	2,000	2,000	
Sale of Fixed Assets - Fire	12,326	1,804	100	1,500	
Sale of Fixed Assets - City	223,432	-	100	100	
Refund Prior Year	30,363	35,740	10,000	25,000	
Other - S.F.D. Maint. Contract	27,183	28,485	25,000	2,500	
Miscellaneous Labor Revenue	-	-	-	-	
Miscellaneous Income - Other	906,329	59,858	17,500	39,255	
Total Misc. Revenues	1,370,157	420,908	134,844	230,355	70.8%
Transfers	1,916,241	-	-	-	N/A
TOTAL REVENUES	\$ 20,265,263	\$ 17,364,484	\$ 17,411,290	\$ 19,198,194	10.3%

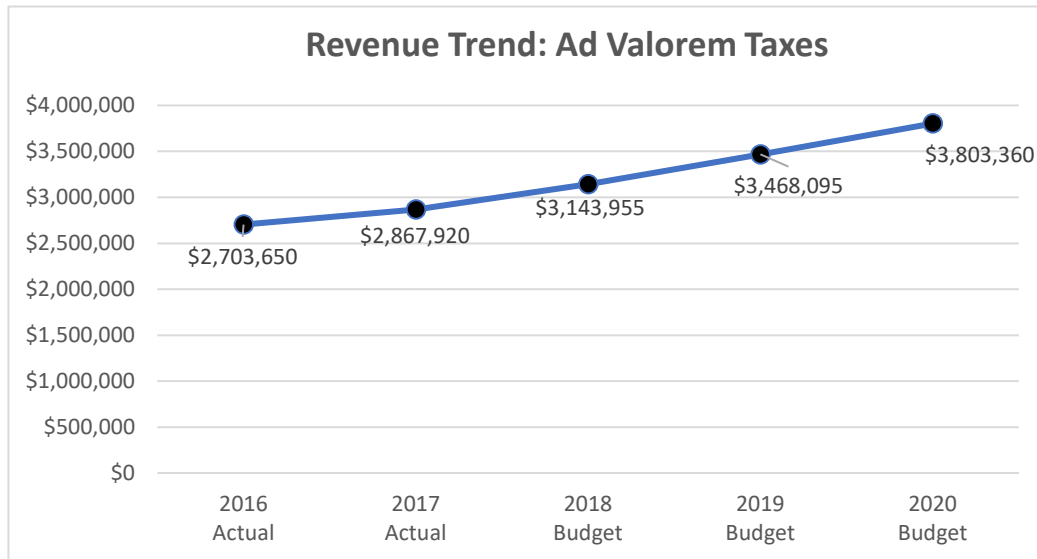
GENERAL FUND ANALYSIS



Ad Valorem Taxes

20% of General Fund revenues

Ad valorem property taxes account for 20% of General Fund revenues in FY 2020 and are increasing 9.7% over the prior budget year. These taxes are assessed by applying the City millage rate of 2.4793 mills to every \$1,000 of taxable property. The FY 2020 millage rate of 2.4793 mills is 6.06% higher than the "rolled-back rate," or the tax rate that would generate the same amount of ad valorem revenue as the prior year. FY 2020 will mark the thirteenth (13th) consecutive year at this millage rate. Property tax revenues are budgeted at 95% to allow for discounts for early payment and in accordance with Florida Statutes.



GENERAL FUND ANALYSIS

Over the past year, the gross taxable value of the City grew \$120,566,990, or 8.26%, including new construction and annexations. New construction, which boomed from FY 2016 through FY 2019, spurred by the final phases of the \$100M Seminole City Center, has slowed in recent years. This attractive community amenity has encouraged single-family home development within the City. The City's 8.26% increase in total taxable value exceeded the countywide average increase of 7.49%, as well as the growth in 19 of the other 23 municipalities within Pinellas County.

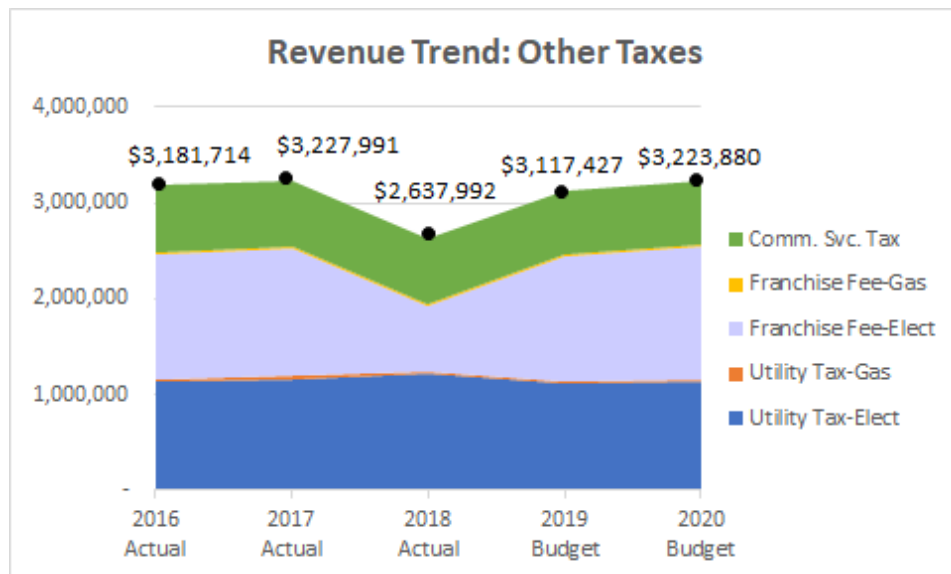
Other Taxes *18% of General Fund revenues*

Other taxes include franchise fees for gas and electricity, local option fuel tax, utility taxes on gas and electricity, and communications services tax. These various taxes account for 18% of General Fund revenues in FY 2020 and are increasing 3.4% based upon franchise fees and utility tax projections. Since these revenues rely on heavily on consumption and unpredictable weather patterns, the City budgets these resources conservatively to ensure a warm winter does not result in a revenue shortfall.

Franchise fees are paid by the utility companies to the City in exchange for the government not creating its own utility to compete in the marketplace. Suppliers of electricity (Duke Energy) and natural gas (People's Gas and Clearwater Gas) within City limits are charged 6% of gross receipts.

Utility taxes are levied on the purchase of utilities within the City are charged for electricity and natural gas or propane on gross receipts (6% for residential / 9% for commercial).

Local communications service tax (CST) is 5.22% on all telecommunications services including landline phone, cellular phone, cable, and satellite television. The City has seen revenue from the CST decline for nearly a decade as technology has enabled users to consolidate their communications services to networked devices or mobile technology.



GENERAL FUND ANALYSIS

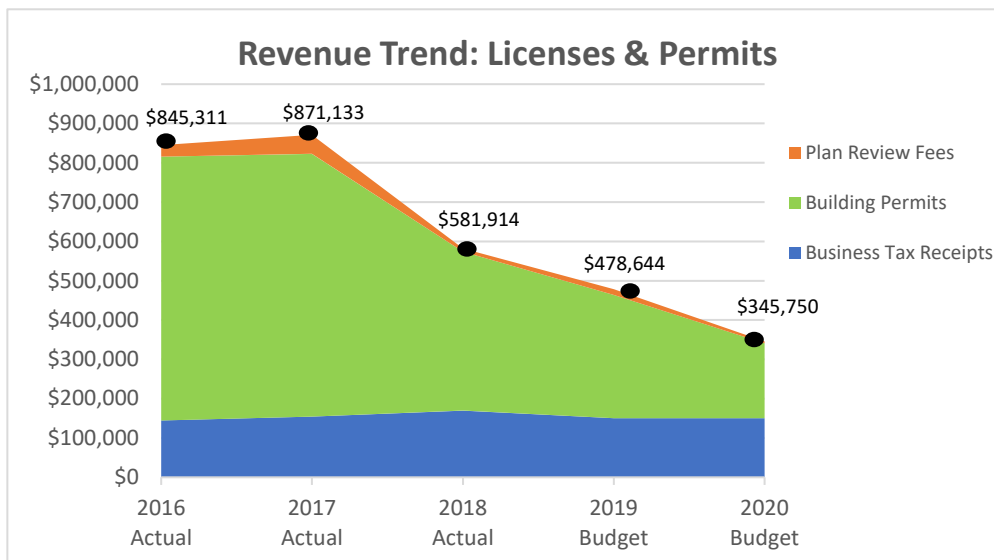
Licenses & Permits

2% of General Fund revenues

While revenue from this category, which includes business tax receipts, building permits, and planning fees, comprises only 2% of General Fund revenues, these sources are an important indicator of the local economy.

The City is responsible for ensuring structures built, altered, or added to are safe and in compliance with Florida Building Codes. Fees for permits, inspections, and plan reviews help offset the costs of providing these services. The City of Seminole has experienced healthy recovery from the Great Recession.

Building permit and plan review revenues are expected to decrease 43% as a result of recent legislation that passed in the Florida legislature in 2019. *Florida Statute 553.791(2)(b)* mandated governments provide a discount on plan review and permit inspection fees based on the level of service provided by the government if a private provider is used for plan review and inspection services. The City of Seminole estimates fees may be discounted as much as 60% based on the individual development project.



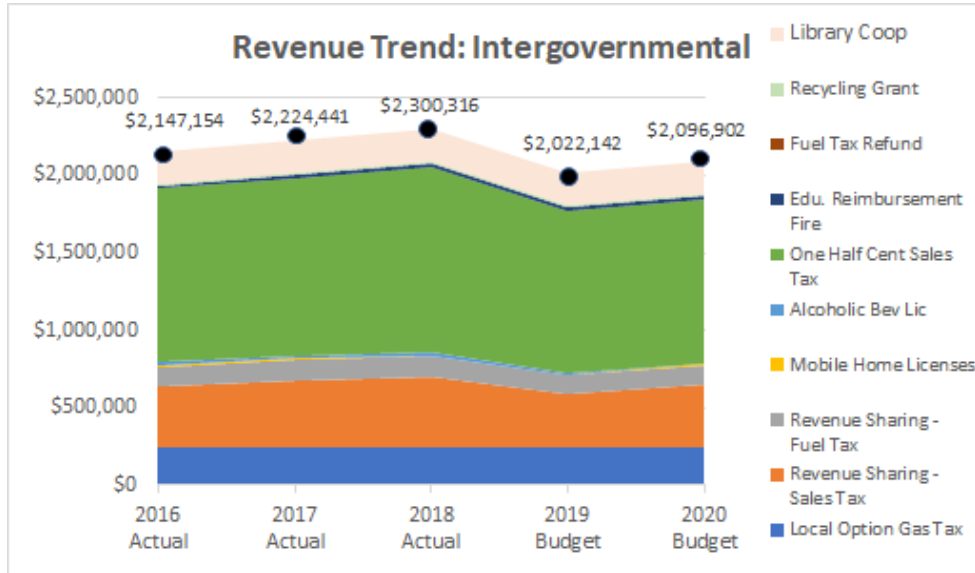
Local business tax is charged to all businesses, professions, and occupations operating within the City as specified in the Municipal Code of Ordinances, Chapter 42. Local business tax revenue should remain at FY 2019 budgeted levels of \$150,000 per year. This revenue source is regularly the target of proposed elimination by the Florida legislature.

GENERAL FUND ANALYSIS

Intergovernmental

10% of General Fund revenues

Intergovernmental revenues from the State and County include the local half cent sales tax, state revenue sharing for the one-cent sales tax and fuel tax, and Pinellas County Library Cooperative funding. These revenues comprise 10% of General Fund revenues and are expected to increase a modest 3.7%. This revenue increase is based on continued growth in the state economy and steady increase in revenue sharing for state and local sales and use taxes.



The single largest revenue source within this category is the City's share of the Pinellas County half-cent sales tax. In FY 2020, the City anticipates a 1% increase over the prior year's budgeted revenue. The projection is based on a solid economy, record tourism numbers and consumer optimism. In the 2018, Florida drew a record 126.98 million visitors. The first six months of 2019 saw an estimated 68.9 million tourists, a 3% increase over the same period the prior year. State sales tax revenue sharing is budgeted to increase \$400,000 (a 14% increase) and the Pinellas County Library Cooperative will provide \$215,000 (flat at prior

GENERAL FUND ANALYSIS

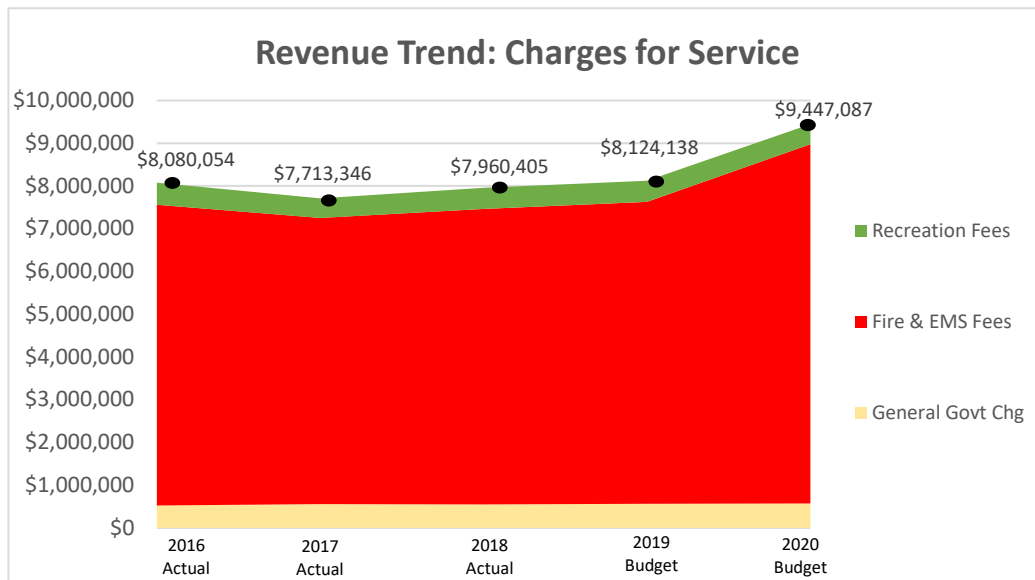
Charges for Service

49% of General Fund revenues

The largest source of General Fund revenue, comprising 49% of the FY 2020 General Fund revenues, will increase 16% in FY 2020. The primary sources of this revenue category are generated through providing Emergency Medical Services (ALS) and Fire Services to unincorporated Pinellas County and other neighboring municipalities. This revenue category is budgeted to increase 17% over prior year levels.

Pinellas County EMS Reimbursement is based on the First Responder Agreement with Pinellas County for providing emergency medical services. The County approved an 8% increase in the City's budget for EMS services in FY 2020, which includes funding for a new District Chief of EMS position (1.0 FTE).

Fire Protections Service revenue is received from three other municipalities who contract with the City of Seminole; Redington Shores, North Redington Beach, and Redington Beach, as well as the Bay Pines Veterans Administration Complex. In addition, a large portion of Seminole's fire service area lies in unincorporated Pinellas County. The County levies a millage rate on the unincorporated area, Seminole Fire District, and uses those funds to pay the City of Seminole to provide services to those areas. In FY 2020, unincorporated Pinellas County represents 71% of the fire district, and will pay for this pro-rata share of annual costs. The City retains the remaining 29% of expenses.



The City's Recreation Department charges user fees for recreation membership cards, classes with staff or contracted instructors, fees for aquatic center use, summer/school break camps and athletic programs. In FY 2020, these fees will total nearly \$470,000. This represents a 6% decrease over FY 2019 Budget levels based on actual revenues trends for the past three years.

GENERAL FUND ANALYSIS

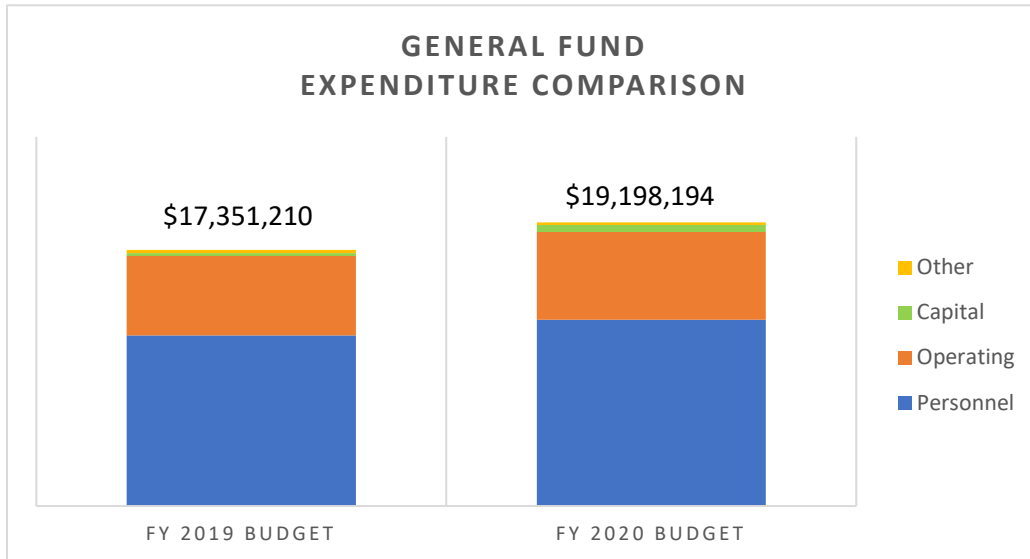
Fines & Miscellaneous Revenues *1% of General Fund revenues*

Fines are budgeted to decrease 24% in FY 2020 from reduced code lien violation, the sign of a healthy housing market, and reduced library card fines based on historical trending over the past three years. Miscellaneous revenues are anticipated to increase 71%, or \$95,000, in FY 2020 bolstered by increases in rental income of from the Community Building, Community Garden plots, and Aquatic Center as well as increased interest income from financial investments.

GENERAL FUND ANALYSIS

EXPENDITURES

Total General Fund expenditures will increase 11% in FY 2020 over prior year levels.



Personnel

66% of General Fund expenditures

Personnel costs account for 66% of General Fund expenditures and will increase 9% over prior year levels. The increase is due to a combination of factors including budgeted merit increases of up to 5% for eligible regular employees, a new contract with the City's fire union which includes updated pay ranges and a decompression strategy for represented employees, a 6% increase in health insurance, a 5% increase in dental insurance, and the addition of 5.625 FTE.

Operating

31% of General Fund expenditures

Operating expenditures account for one-third of annual expenses in the General Fund. This category is increasing 11% over prior year budget levels. Major costs within this category include contractual services for law enforcement through the Pinellas County Sheriff's Office; vehicle, property and liability insurances; operating supplies; and the repair and maintenance of City assets and infrastructure. Increases in this expenditure category for FY 2020 include street and sidewalk repairs (\$250,000), law enforcement contractual services (\$50,000), professional services for future CIP projects (\$50,000), Repetto Property repairs (\$50,000), and 50th Anniversary promotional expenses (\$20,000).

GENERAL FUND ANALYSIS

Capital

2% of General Fund expenditures

Capital outlay is relatively small in the General Fund, accounting for only 2% of budgeted expenditures. Recurring capital costs include library collection materials (\$80,000) and miscellaneous equipment replacements in various City departments.

These expenses are budgeted to increase 138% in FY 2020 over the prior level. Budgeted increases include a roof replacement at the Fleet Maintenance Building (\$140,000), a replacement compressed breathing air fill station for the Fire Rescue Department (\$110,000), and a fuel management system replacement (\$76,250).

Other

1% of General Fund expenditures

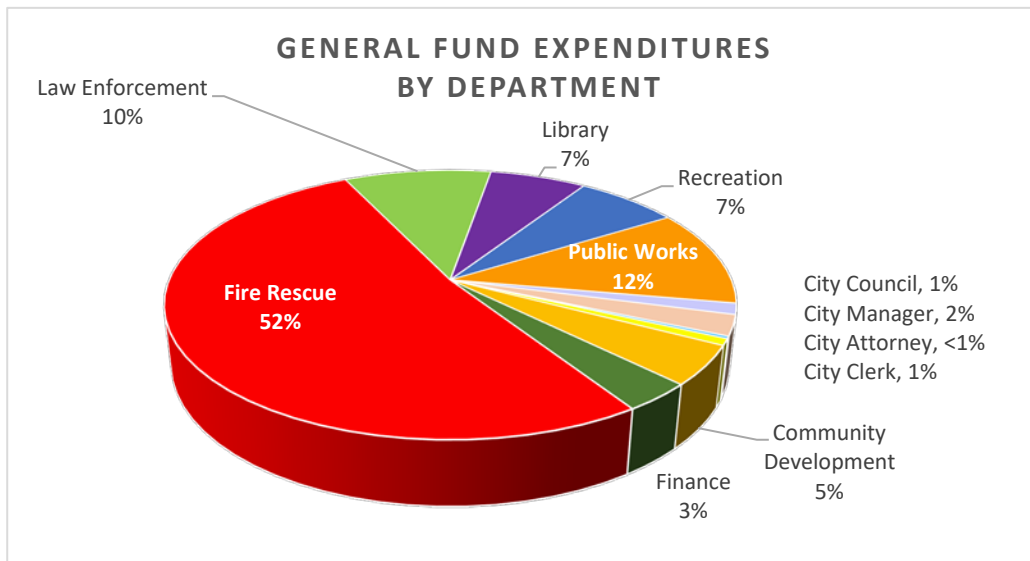
Other expenses within the General Fund include aid to private organizations (\$40,500) and the City Manager's contingency fund (\$120,500) which was increased at the direction of City Council by \$50,000 in 2020 for the 50th Anniversary Celebration. This category is decreasing 29% over the prior year due to the elimination of a one-time transfer of \$119,900 in FY 2019.

GENERAL FUND ANALYSIS
EXPENSE ACCOUNT TREND ANALYSIS

EXPENSE ACCOUNT	2016-2017	2017-2018	2018-2019	2019-2020	% Chg
	Actual	Actual	Budget	Budget	
Salaries- Regular	6,390,136	6,607,219	7,132,849	7,963,434	
Salaries- Seasonal	110,522	114,613	127,488	117,488	
Salaries- Part Time	446,515	435,102	492,068	494,090	
Salaries- Overtime	421,298	260,328	155,874	153,385	
Special Pay/Allowances	171,638	173,244	185,142	169,083	
FICA	549,945	553,967	603,811	636,532	
Retirement	788,507	1,152,599	1,079,227	1,158,968	
Health Insurance	1,266,462	1,245,282	1,488,145	1,586,415	
Life Insurance	2,976	3,040	3,040	3,230	
L/T Disability	50,468	48,266	55,012	68,769	
Workers' Compensation	183,157	197,997	220,591	249,742	
Unemployment Compensation	(344)	-	3,500	3,625	
PERSONNEL	\$ 10,381,278	\$ 10,791,657	\$ 11,546,747	\$ 12,604,761	9%
Professional Services	270,599	213,927	282,350	334,744	
Contractual Services	2,199,721	2,233,766	2,460,237	2,587,516	
Allocated Costs	340,135	347,885	355,595	378,961	
Travel/Per Diem	31,943	27,593	68,231	71,210	
Telephone	69,722	70,559	66,916	83,358	
Postage/UPS	9,202	10,949	12,275	12,365	
Electric	539,864	537,244	530,190	556,000	
Stormwater	1,119	362	1,200	1,200	
Water/Sewer	36,242	36,769	38,191	38,891	
Natural Gas/Propane	7,907	7,369	9,350	8,300	
Rental/Lease	121,859	127,775	123,964	126,964	
Insurance	240,737	241,494	269,722	257,741	
Repair/Maintenance	326,678	380,669	390,514	449,154	
Printing	15,996	13,881	21,680	21,680	
Promotional Activities	38,391	18,318	28,450	53,275	
Other Current Charges	33,533	25,281	31,547	29,660	
Office Supplies	36,772	34,877	39,725	39,725	
Operating Supplies	423,694	458,464	508,146	514,357	
Road Materials	28,668	25,607	27,000	277,000	
Pubs, Subs, Mbrships	27,154	25,898	31,650	32,014	
Training/Education	42,990	47,837	79,380	80,708	
OPERATING	\$ 4,842,926	\$ 4,886,525	\$ 5,376,313	\$ 5,954,823	11%
Capital Buildings	-	-	-	140,000	
Capital Improvements	-	-	-	45,000	
Capital Equipment	106,710	339,955	120,400	212,610	
Construction in Progress	-	21,074	-	-	
Library Materials	76,283	74,192	80,000	80,000	
CAPITAL	\$ 182,993	\$ 435,221	\$ 200,400	\$ 477,610	138%
Interfund Transfers	3,234,981	1,740,758	119,900	-	
Aid to Organizations	34,350	62,294	37,350	40,500	
Contingency	-	-	70,500	120,500	
Hurricane Expenses	12,922	376,670	-	-	
OTHER	\$ 3,282,253	\$ 2,179,721	\$ 227,750	\$ 161,000	-29%
TOTAL EXPENDITURES	\$ 18,689,449	\$ 18,293,125	\$ 17,351,210	\$ 19,198,194	11%

GENERAL FUND ANALYSIS

General Fund by Department	FY 2019 Budget	FY 2020 Budget	% Increase / Decrease
City Council	306,673	254,927	-17%
City Manager	409,141	473,463	16%
City Attorney	57,080	57,080	0%
City Clerk	129,185	147,845	14%
Community Development	773,001	904,354	17%
Finance	658,585	659,186	0%
Fire Rescue	8,906,261	9,992,624	12%
Law Enforcement	1,850,223	1,904,568	3%
Library	1,155,087	1,247,808	8%
Recreation	1,294,247	1,328,816	3%
Public Works	1,811,727	2,227,523	23%
TOTAL	\$ 17,351,210	\$ 19,198,194	11%





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SPECIAL EVENT FUND
LONG RANGE FUND PROJECTION

	FY 2017 ACTUAL	FY 2018 ACTUAL	FY 2019 BUDGET	FY 2020 BUDGET
BEGINNING FUND BALANCE	80,190	81,361	81,361	91,058
REVENUES				
Ad Valorem Taxes	-	-	-	-
Other Taxes	-	-	-	-
Licenses & Permits	-	-	-	-
Intergovernmental	-	-	-	-
Charges for Service	-	-	93,168	80,668
Fines	-	-	-	-
Miscellaneous	89,916	93,647	6,250	360
Transfers In	-	-	-	-
TOTAL REVENUES	89,916	93,647	99,418	81,028
EXPENDITURES				
Personnel	-	5,479	4,868	4,118
Operating	88,745	78,471	94,550	76,910
Capital	-	-	-	-
Other	-	-	-	-
Transfers Out	-	-	-	-
TOTAL EXPENDITURES	88,745	83,950	99,418	81,028
ENDING FUND BALANCE	81,361	91,058	81,361	91,058

SPECIAL EVENT FUND

LONG RANGE FUND PROJECTION

	FY 2021 PROJECTION	FY 2022 PROJECTION	FY 2023 PROJECTION	FY 2024 PROJECTION
BEGINNING FUND BALANCE	91,058	93,308	93,358	93,058
REVENUES				
Ad Valorem Taxes	-	-	-	-
Other Taxes	-	-	-	-
Licenses & Permits	-	-	-	-
Intergovernmental	-	-	-	-
Charges for Service	81,000	81,000	81,000	83,000
Fines	-	-	-	-
Miscellaneous	6,250	6,250	6,200	6,200
Transfers In	-	-	-	-
TOTAL REVENUES	87,250	87,250	87,200	89,200
EXPENDITURES				
Personnel	5,000	5,200	5,500	5,800
Operating	80,000	82,000	82,000	85,000
Capital	-	-	-	-
Other	-	-	-	-
Transfers Out	-	-	-	-
TOTAL EXPENDITURES	85,000	87,200	87,500	90,800
ENDING FUND BALANCE	93,308	93,358	93,058	91,458

SPECIAL EVENT FUND ANALYSIS

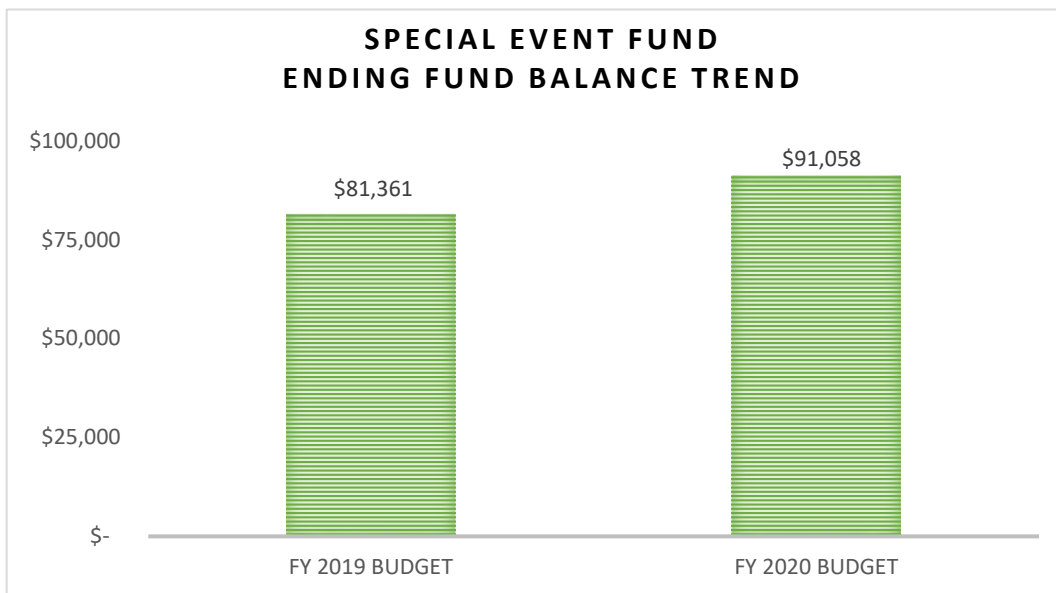
FUND DESCRIPTION

The Special Events Fund is a special revenue fund that tracks the revenues and expenses of special events of the City. The establishment of this fund enables the selection, review and evaluation of special event activities. The fund was initially established in the FY 2009-2010 Budget through a subsidy from the General Fund because the events offered were deemed to have a public benefit, in addition to the benefit of event participants. Upon establishing the fund, a goal of self-sufficiency was established where all special event expenses would be covered through revenues such as donations and fees by the third year of operation.

Individual events included in this fund are not necessarily expected to be self-supporting. The City acknowledges new activities and events may take several years to build attendance and some events for public benefit may never meet expenses. Larger events, such as Pow-Wow, generate a surplus that is used to support these smaller and emerging events.

AVAILABLE FUND BALANCE

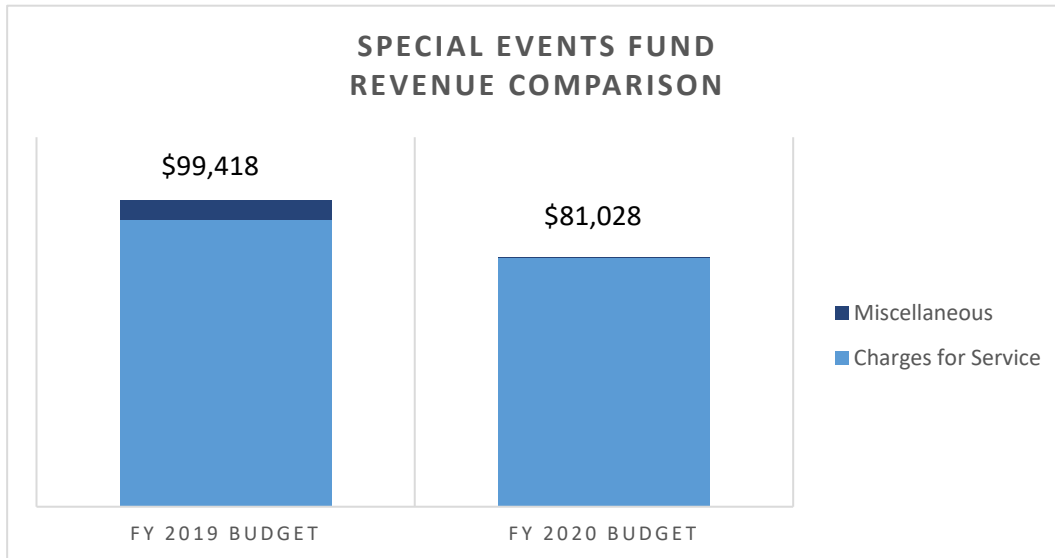
The target fund balance for this fund is to ensure a minimum fund balance to cover one year of annual Pow-Wow expenses should the event be rained-out. Additional fund balance can be used to fund new and emerging events. For FY 2020, Pow-Wow expenses are anticipated to be approximately \$30,000. The estimated ending fund balance for this budget year will exceed the target fund balance and is anticipated to increase 11.9% over prior year levels.



SPECIAL EVENT FUND ANALYSIS

REVENUES

Overall revenues in the Special Event Fund will decrease 18% in FY 2020 compared to the prior year. The City had budgeted for FY 2019 Special Event Fund revenues to grow more aggressively than has actually occurred in FY 2018 and FY 2019. As a result, FY 2020 revenues have been adjusted down to better reflect actual revenues collected in recent years. In addition, the Senior Luncheon revenues and expenses have been moved to the General Fund to reflect regular programming at the Recreation Center.



SPECIAL EVENT FUND ANALYSIS

REVENUE TREND BY EVENT						
Event	FY 2017	FY 2018	FY 2019	FY 2020	% Incr. /	
	ACTUAL	ACTUAL	BUDGET	BUDGET	Decr.	
Daddy Daughter Dance	\$ 1,390	\$ 1,605	\$ 2,450	\$ 1,800	-27%	
Rec Teen Board	\$ 5,973	\$ 7,396	\$ 7,000	\$ 7,000	0%	
Breakfast With Santa	\$ 690	\$ 815	\$ 575	\$ 675	17%	
Freaky Fridays	\$ 3,731	\$ 3,075	\$ 6,000	\$ 800	-87%	
Senior Adult Luncheon	\$ 1,253	\$ 917	\$ 1,400	\$ -	N/A	
Fit Over 50	\$ 1,605	\$ 1,435	\$ 1,605	\$ 1,410	-12%	
Movie Series	\$ 1,599	\$ 1,395	\$ 800	\$ 1,500	88%	
Pow Wow	\$ 46,309	\$ 42,777	\$ 40,450	\$ 37,368	-8%	
Field of Screams	\$ 8,279	\$ 8,756	\$ 6,808	\$ 4,400	-35%	
Senior Adult Lounge	\$ 663	\$ 911	\$ 2,730	\$ 900	-67%	
Tri If U Dare	\$ 5,630	\$ 5,399	\$ 7,725	\$ 5,565	-28%	
Music In The Park	\$ 9,008	\$ 12,955	\$ 12,500	\$ 12,000	-4%	
Winterfest	\$ -	\$ 550	\$ 500	\$ 2,525	405%	
Doggy Derby	\$ 240	\$ 540	\$ 250	\$ 350	40%	
Craft Fair	\$ 1,661	\$ 1,400	\$ 750	\$ 1,725	130%	
Bridal Show Case	\$ -	\$ (109)	\$ 750	\$ -	N/A	
Family Night Out	\$ -	\$ 30	\$ 75	\$ 1,600	2033%	
Art In The Park	\$ 560	\$ 550	\$ 800	\$ 1,050	31%	
Library Teen Board	\$ 1,403	\$ 965	\$ -	\$ -	N/A	
Miscellaneous	\$ (79)	\$ 1,735	\$ 6,250	\$ 360	-94%	
TOTAL	\$ 89,916	\$ 93,097	\$ 99,418	\$ 81,028	-18%	

Charges for Service

Charges for service such as registration fees, tickets, and concession charges comprise 94% of Special Event Fund revenues. In FY 2020, the City anticipates these revenues to decrease 13% over the prior year's budget. As noted on the preceding page, this projection better aligns with actual revenue trends over the past three years.

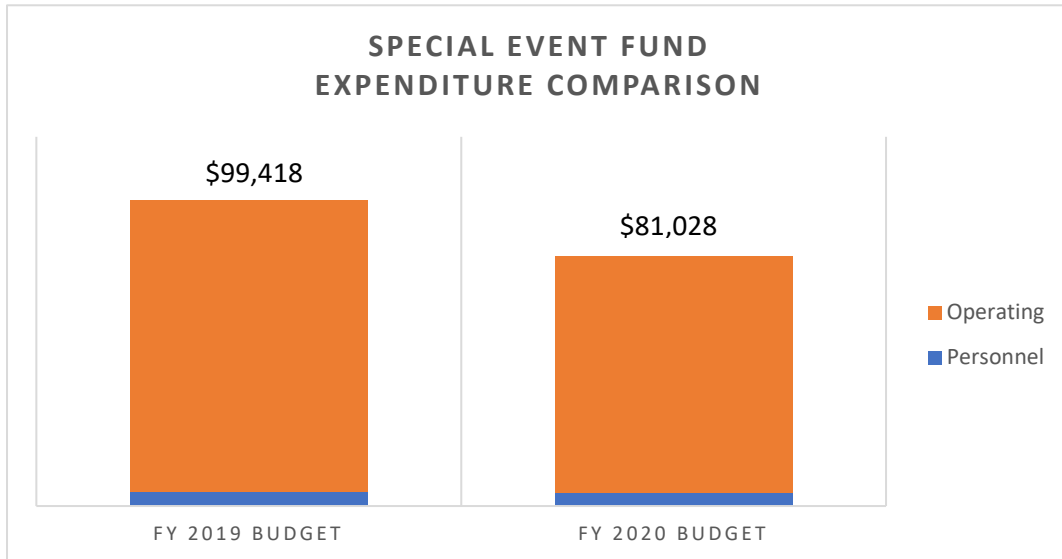
Miscellaneous

Miscellaneous revenue tracks registration fees for craft fair vendors and quarterly revenues from the vending machines. This revenue comprises 6% of total fund revenues. This revenue source is also projected to decrease to better align with historical actuals.

SPECIAL EVENT FUND ANALYSIS

EXPENDITURES

Total Special Event Fund expenditures will decrease 18% in FY 2020 over prior year levels.



Personnel

Personnel costs account for 5% of Special Event Fund expenditures and will decrease 15% over prior year levels. This reflects the shift in expenditures to staff the Chamber of Commerce Holiday Parade from the Special Events Fund to the City Council's Aid to Organizations budget. Since the parade is not a City event, the expenditures are more appropriately reflected in the Aid to Organizations category which is at the discretion of the City Council.

Operating

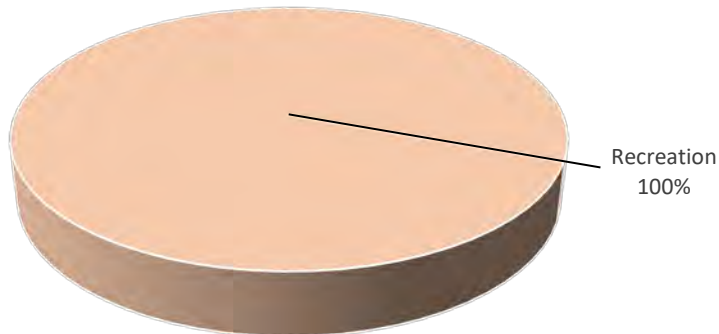
Operating expenditures account for 95% of annual expenses in the Special Events Fund. Major costs within this category include contractual services for events and operating supplies. These costs are budgeted to decrease 19% over prior year levels through modest decreases in the cost of contractual services due to the reduced scope of events to better align with historical attendance trends and their related expenses.

SPECIAL EVENT FUND ANALYSIS

EXPENDITURE TREND BY EVENT						
Event	FY 2017 ACTUAL	FY 2018 ACTUAL	FY 2019 BUDGET	FY 2020 BUDGET	% Incr. / Decr.	
Daddy Daughter Dance	\$ 1,268	\$ 1,628	\$ 2,400	\$ 1,800	-25%	
Rec Teen Board	\$ 6,464	\$ 5,518	\$ 7,000	\$ 7,000	0%	
Breakfast With Santa	\$ 453	\$ 259	\$ 500	\$ 450	-10%	
Freaky Fridays	\$ 2,482	\$ 1,984	\$ 3,750	\$ 800	-79%	
Senior Adult Luncheon	\$ 2,244	\$ 853	\$ 2,650	\$ -	N/A	
Fit Over 50			\$ 1,200	\$ 1,100	-8%	
Movie Series	\$ 1,132	\$ 1,150	\$ 1,700	\$ 1,500	-12%	
Pow Wow	\$ 25,809	\$ 29,215	\$ 33,600	\$ 25,910	-23%	
Field of Screams	\$ 5,551	\$ 4,777	\$ 5,700	\$ 5,000	-12%	
Senior Adult Lounge	\$ 559	\$ 423	\$ 750	\$ 900	20%	
Tri If U Dare	\$ 4,793	\$ 4,153	\$ 7,000	\$ 4,500	-36%	
Music In The Park	\$ 13,312	\$ 11,052	\$ 12,600	\$ 11,450	-9%	
Winterfest	\$ 12,634	\$ 12,022	\$ 12,850	\$ 12,800	0%	
Doggy Derby	\$ 157	\$ 133	\$ 200	\$ 200	0%	
Craft Fair	\$ 530	\$ 522	\$ 750	\$ 850	13%	
Bridal Show Case	\$ 500	\$ 138	\$ 750	\$ -	N/A	
Family Night Out	\$ 340	\$ 325	\$ 400	\$ 1,600	300%	
Art In The Park	\$ 500	\$ 639	\$ 750	\$ 1,050	40%	
Library Teen Board	\$ 873	\$ 1,244	\$ -	\$ -	N/A	
Miscellaneous	\$ -	\$ 553	\$ -	\$ -	N/A	
TOTAL	\$ 79,600	\$ 76,589	\$ 94,550	\$ 76,910	-19%	

All City of Seminole special events are managed by the Recreation Department.

**FY 2020 EXPENSES:
SPECIAL EVENT FUND BY DEPARTMENT**





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CAPITAL IMPROVEMENTS FUND
LONG RANGE FUND PROJECTION

	FY 2017 ACTUAL	FY 2018 ACTUAL	FY 2019 BUDGET	FY 2020 BUDGET
BEGINNING FUND BALANCE	2,431,437	2,804,977	3,559,358	3,736,358
REVENUES				
Ad Valorem Taxes	-	-	-	-
Other Taxes	-	-	-	-
Licenses & Permits	-	-	-	-
Intergovernmental	-	-	-	-
Charges for Service	-	-	-	-
Fines	-	-	-	-
Miscellaneous	-	-	-	-
Transfers In	3,234,981	1,740,758	-	-
TOTAL REVENUES	3,234,981	1,740,758	-	-
EXPENDITURES				
Personnel	-	-	-	-
Operating	-	20,002	-	260,800
Capital	2,861,441	923,775	-	1,044,350
Other	-	-	-	-
Transfers Out	-	42,600	-	-
TOTAL EXPENDITURES	2,861,441	986,377	-	1,305,150
ENDING FUND BALANCE	2,804,977	3,559,358	3,559,358	2,431,208

CAPITAL IMPROVEMENTS FUND
LONG RANGE FUND PROJECTION

	FY 2021 PROJECTION	FY 2022 PROJECTION	FY 2023 PROJECTION	FY 2024 PROJECTION
BEGINNING FUND BALANCE	2,431,208	2,160,108	2,333,451	2,094,994
REVENUES				
Ad Valorem Taxes	-	-	-	-
Other Taxes	-	-	-	-
Licenses & Permits	-	-	-	-
Intergovernmental	-	-	-	-
Charges for Service	-	-	-	-
Fines	-	-	-	-
Miscellaneous	-	-	-	-
Transfers In	-	342,343	342,343	342,343
TOTAL REVENUES	-	342,343	342,343	342,343
EXPENDITURES				
Personnel	-	-	-	-
Operating	-	-	-	-
Capital	271,100	169,000	580,800	188,000
Other	-	-	-	-
Transfers Out	-	-	-	-
TOTAL EXPENDITURES	271,100	169,000	580,800	188,000
ENDING FUND BALANCE	2,160,108	2,333,451	2,094,994	2,249,337

CAPITAL IMPROVEMENT & REPLACEMENT FUND ANALYSIS

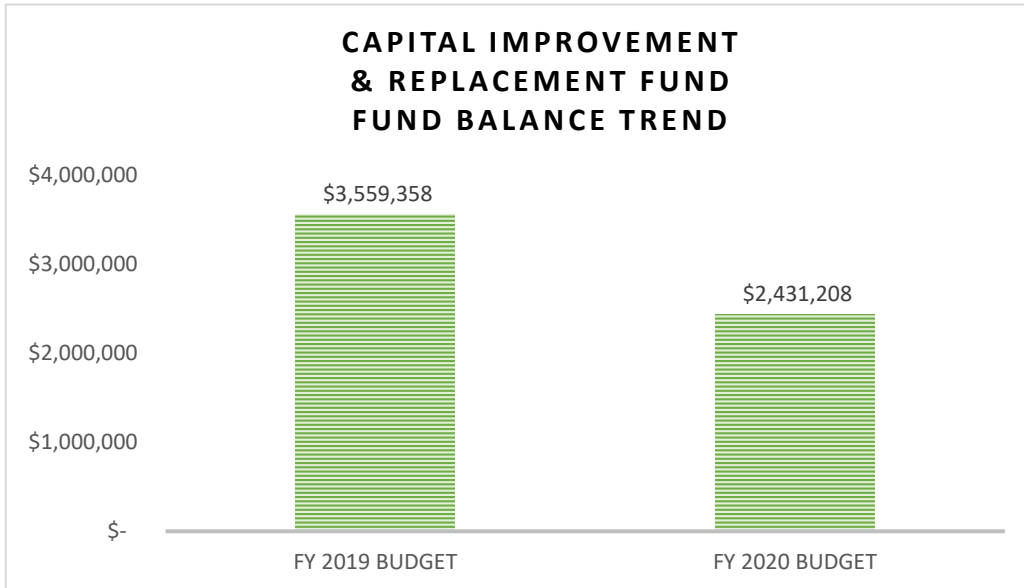
FUND DESCRIPTION

The Capital Improvement and Replacement Fund (CIP Fund) is a special revenue fund established to save for the replacement of existing capital major operating supplies and for future capital outlay. Revenues are annualized interfund transfers from the General Fund based on capital replacements costs and useful life. In addition, any remaining General Fund appropriations from the prior year are transferred in to the CIP Fund, either to make advance annual payments for capital replacements or to save for new capital needs.

AVAILABLE FUND BALANCE

The FY 2020 Budget reflects no appropriated revenues to the CIP Fund because the current year's annual transfer was prepaid through an interfund transfer of remaining FY 2018 General Fund appropriations. Should any FY 2019 General Fund appropriations be available, a Budget Amendment will appropriate the transfer of additional advance funding into the CIP Fund.

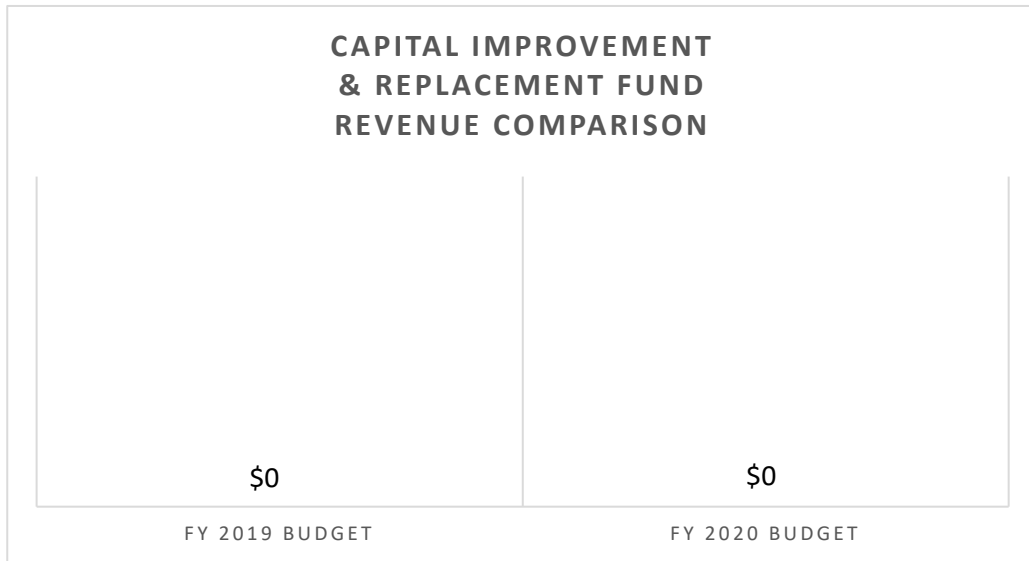
The 31.7% reduction in fund balance reflects the planned spending of fund balance for scheduled fleet and equipment replacement across the City. Since the CIP Fund fund balance is accumulated for spending on major expenditures, and the City is already ahead on annual payments into the fund, the significant decrease in fund balance is not considered an adverse outcome.



CAPITAL IMPROVEMENT & REPLACEMENT FUND ANALYSIS

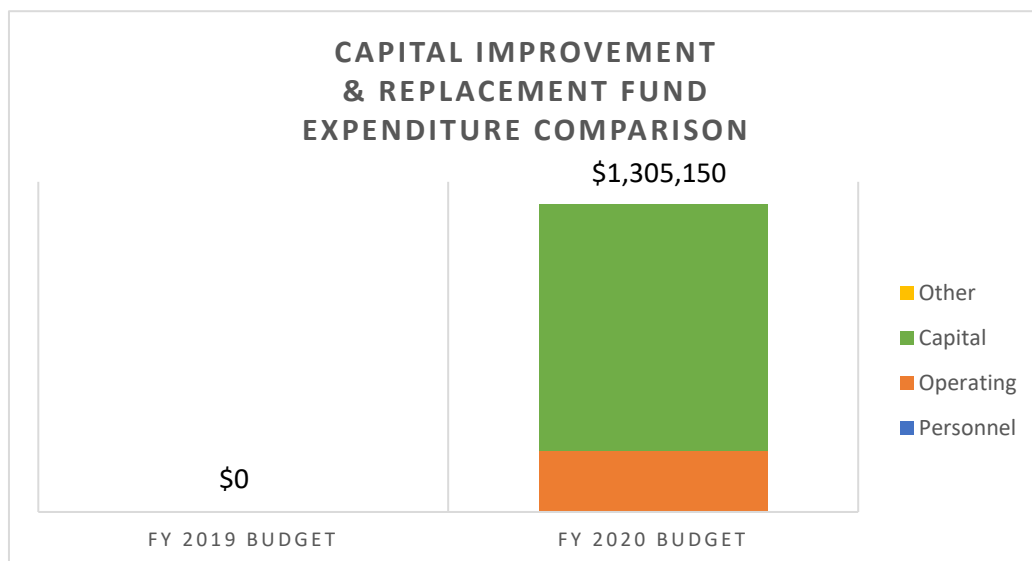
REVENUES

Advance funding of annual replacement costs, funded through unexpended General Fund appropriations, enabled the City to weather the Great Recession without cutting services or staffing levels. The City strives to continue advance funding of annual appropriations into the CIP Fund and has currently paid annual payments through FY 2021. As a result, no revenues (interfund transfers) are anticipated in FY 2020 or FY 2021. Since this fund is being appropriated for the first time in FY 2020, there is no revenue comparison data from FY 2019.



EXPENDITURES

Expenditures in the CIP Fund are being appropriated as part of the Annual Budget for the first time in FY 2020. In past years, the CIP Fund was not appropriated and all expenditures were brought before City Council for approval. To present a more robust and transparent spending plan, the CIP Fund has been incorporated into the Annual Budget in FY 2020.



CAPITAL IMPROVEMENT & REPLACEMENT FUND ANALYSIS

Operating

Operating expenditures account for 24% of FY 2020 CIP Fund expenditures. Planned expenditures include roof repairs at the Recreation Center (\$45,000), annual street and stormwater repairs (\$150,000), and replacement of fitness equipment at the Recreation Center (\$30,000).

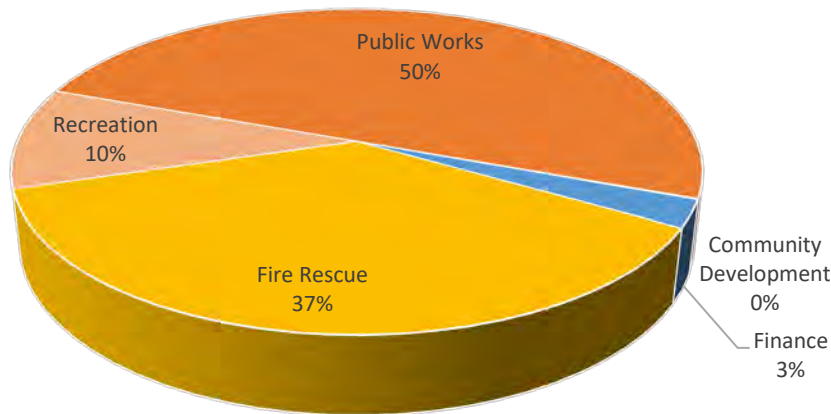
Capital

Capital expenditures comprise 76% of the CIP Fund Budget in FY 2020. Expenditures for FY 2020 include \$651,000 in citywide vehicle replacements including an aerial bucket truck (\$85,000) and Fire Engine #30 (\$483,500), redevelopment of Blossom Lake Park (\$248,000), and a roof replacement at the Fleet Maintenance Garage (\$140,000).

CIP Fund by Department	FY 2019 Budget	FY 2020 Budget	% Increase / Decrease
Community Development	-	1,000	N/A
Finance	-	35,150	N/A
Fire Rescue	-	483,500	N/A
Recreation	-	132,500	N/A
Public Works	-	653,000	N/A
TOTAL	\$ -	\$ 1,305,150	N/A

CIP Fund expenditures are distributed across the Public Works, Fire Rescue, Recreation, Finance and Community Development Departments in FY 2020.

**FY 2020 EXPENSES:
CIP FUND BY DEPARTMENT**





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DEBT SERVICE FUND

LONG RANGE FUND PROJECTION

	FY 2017 ACTUAL	FY 2018 BUDGET	FY 2019 BUDGET	FY 2020 BUDGET
BEGINNING FUND BALANCE	-	-	-	-
REVENUES				
Ad Valorem Taxes	-	-	-	-
Other Taxes	-	-	-	-
Licenses & Permits	-	-	-	-
Intergovernmental	-	-	-	-
Charges for Service	-	-	-	-
Fines	-	-	-	-
Miscellaneous	-	-	-	-
Transfers In	960,512	961,063	944,873	-
TOTAL REVENUES	960,512	961,063	944,873	-
EXPENDITURES				
Personnel	-	-	-	-
Operating	-	-	-	-
Capital	-	-	-	-
Other	960,512	961,063	944,873	-
Transfers Out	-	-	-	-
TOTAL EXPENDITURES	960,512	961,063	944,873	-
ENDING FUND BALANCE	-	-	-	-

DEBT SERVICE FUND

LONG RANGE FUND PROJECTION

	FY 2021 PROJECTION	FY 2022 PROJECTION	FY 2023 PROJECTION	FY 2024 PROJECTION
BEGINNING FUND BALANCE	-	-	-	-
REVENUES				
Ad Valorem Taxes	-	-	-	-
Other Taxes	-	-	-	-
Licenses & Permits	-	-	-	-
Intergovernmental	-	-	-	-
Charges for Service	-	-	-	-
Fines	-	-	-	-
Miscellaneous	-	-	-	-
Transfers In	-	-	-	-
TOTAL REVENUES	-	-	-	-
EXPENDITURES				
Personnel	-	-	-	-
Operating	-	-	-	-
Capital	-	-	-	-
Other	-	-	-	-
Transfers Out	-	-	-	-
TOTAL EXPENDITURES	-	-	-	-
ENDING FUND BALANCE	-	-	-	-

DEBT SERVICE FUND ANALYSIS

FUND DESCRIPTION

The Debt Service Fund is a special revenue fund that tracks the revenues and expenses of debt service. The fund, established in FY 2012-2013, is the result of a bond covenant (or special requirement) of a loan agreement. The covenant required the creation of a separate fund which would be budgeted and appropriated to fund the annual principal and interest payments.

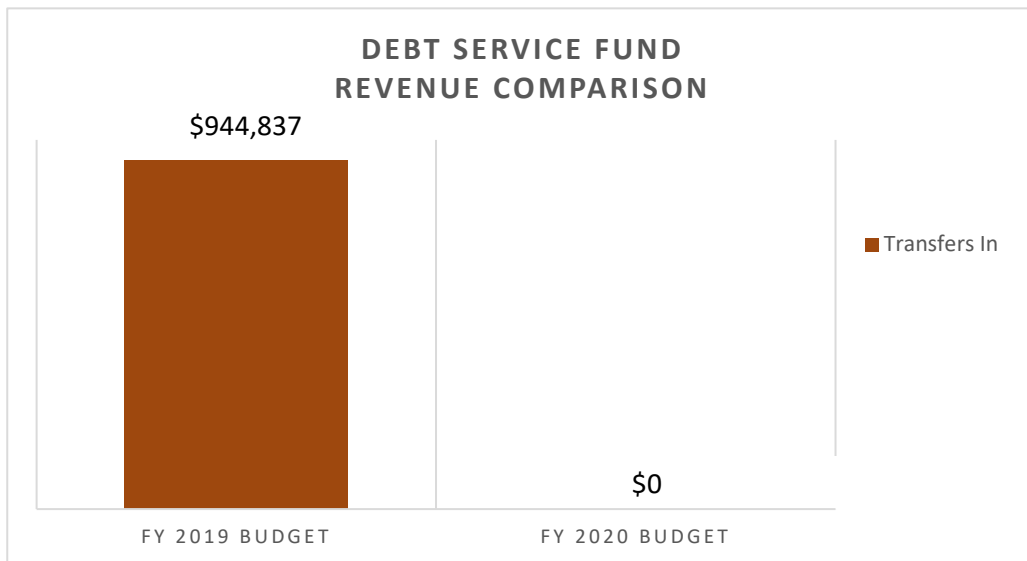
The City entered into a bond agreement with Wachovia, N.A. and Florida Municipal Loan Council in September 2009 to fund construction of the Emergency Operations Center and Public Works Administration facilities in the amount of \$5,500,000. In September 2014, the loan was refinanced and additional funds were borrowed for renovations at the Community Building. The amount of the new borrowing was \$4,617,173. This debt service was paid in full as of September 2019.

AVAILABLE FUND BALANCE

The bond covenant was only required for the duration of the debt repayment. Since the debt was retired in the prior fiscal year, the fund balance is currently and will remain at zero with no change in fund balance level.

REVENUES

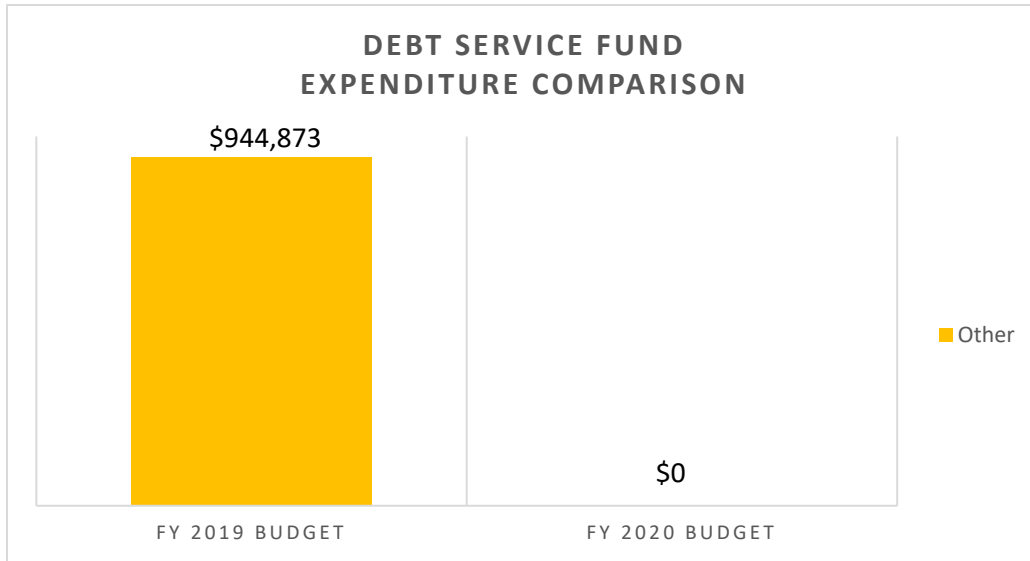
No revenues are included in the FY 2020 Budget.



DEBT SERVICE FUND ANALYSIS

EXPENDITURES

No expenditures are included in the FY 2020 Budget.



TREE MITIGATION FUND
LONG RANGE FUND PROJECTION

	FY 2017 ACTUAL	FY 2018 ACTUAL	FY 2019 BUDGET	FY 2020 BUDGET
BEGINNING FUND BALANCE	94,243	122,698	122,698	149,823
REVENUES				
Ad Valorem Taxes	-	-	-	-
Other Taxes	-	-	-	-
Licenses & Permits	-	-	50,000	-
Intergovernmental	-	-	-	-
Charges for Service	-	-	-	-
Fines	-	-	-	-
Miscellaneous	32,000	27,500	-	-
Transfers In	-	-	-	-
TOTAL REVENUES	82,000	77,500	50,000	-
EXPENDITURES				
Personnel	-	-	-	-
Operating	3,545	375	50,000	50,000
Capital	-	-	-	-
Other	-	-	-	-
Transfers Out	-	-	-	-
TOTAL EXPENDITURES	3,545	375	50,000	50,000
ENDING FUND BALANCE	172,698	199,823	122,698	99,823

TREE MITIGATION FUND
LONG RANGE FUND PROJECTION

	FY 2021 PROJECTION	FY 2022 PROJECTION	FY 2023 PROJECTION	FY 2024 PROJECTION
BEGINNING FUND BALANCE	99,823	49,823	49,823	49,823
REVENUES				
Ad Valorem Taxes	-	-	-	-
Other Taxes	-	-	-	-
Licenses & Permits	-	-	-	-
Intergovernmental	-	-	-	-
Charges for Service	-	-	-	-
Fines	-	-	-	-
Miscellaneous	-	-	-	-
Transfers In	-	-	-	-
TOTAL REVENUES	-	-	-	-
EXPENDITURES				
Personnel	-	-	-	-
Operating	50,000	-	-	-
Capital	-	-	-	-
Other	-	-	-	-
Transfers Out	-	-	-	-
TOTAL EXPENDITURES	50,000	-	-	-
ENDING FUND BALANCE	49,823	49,823	49,823	49,823

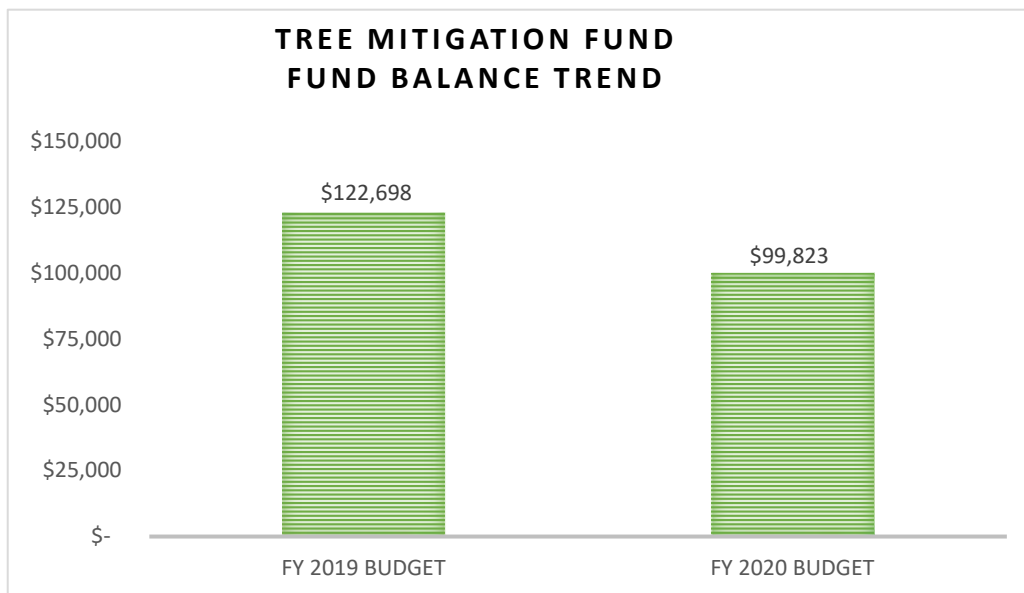
TREE MITIGATION FUND ANALYSIS

FUND DESCRIPTION

The Tree Mitigation Fund is a special revenue fund established in FY 2013-14. The revenues are collected from developers, approved as part of their Development Agreement, to mitigate the impact of removal of large hardwood trees and greenery. The City recognizes the importance of the City's tree canopy to both the fragile environment and aesthetic appeal of the community. While every effort is made to preserve the number and size of trees during development, in some cases it can not be avoided. The City then requires the developer to pay a mitigation fee based on the number and size of removed trees. These funds are used for the purchase and planting of trees in City parks and right of ways.

AVAILABLE FUND BALANCE

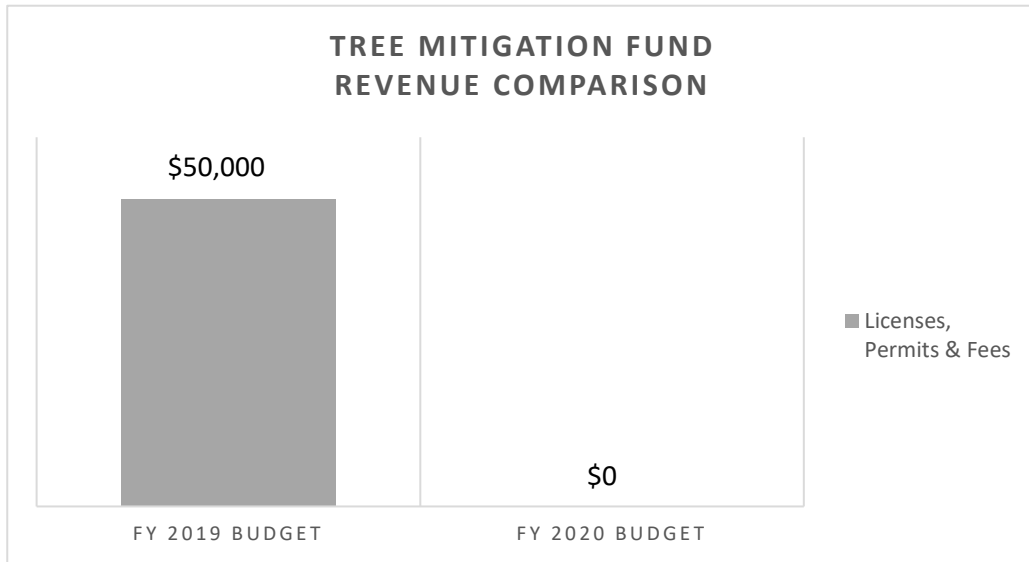
The City anticipates fund balance to decrease 18.5% in FY 2020 due to planned spending of fund balance. The absence of new development which generates additional revenues combined with spending at historical levels will yield this reduced fund balance. Since the function of this fund is to replace and preserve the tree canopy and not build fund balance, the decrease in fund balance is not considered an unfavorable change.



TREE MITIGATION FUND ANALYSIS

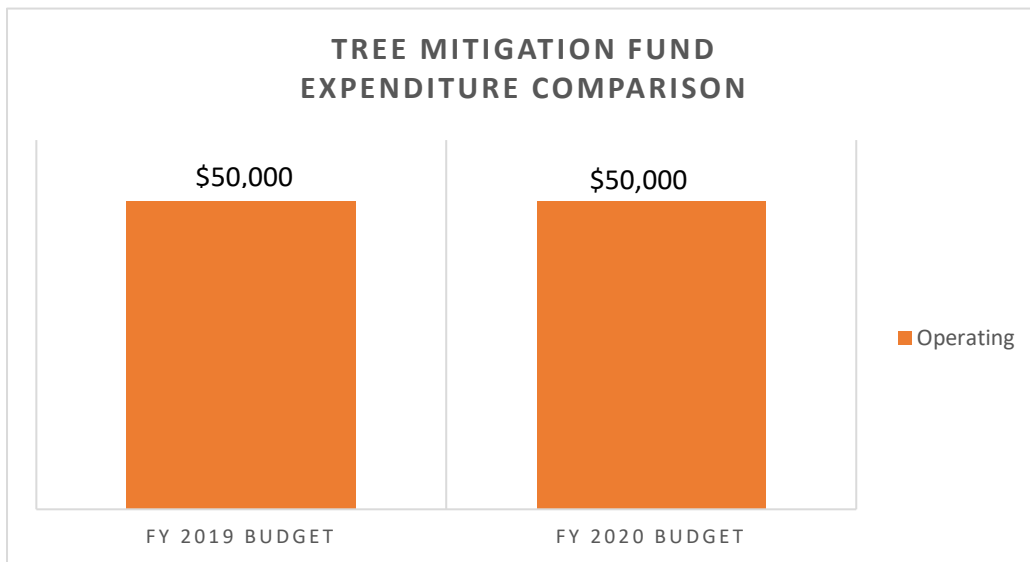
REVENUES

Revenues are fees charges to developers to mitigate the impact of development on the City's tree canopy. Redevelopment activity has slowed in the past two years with the completion of Seminole City Center and no revenues in the Tree Mitigation Fund are currently anticipated in FY 2020 based on known development projects.



EXPENDITURES

Total expenditures in the Tree Mitigation Fund will remain flat in FY 2020 over prior year levels. Expenditures are based on need throughout the community and availability of space to plant large hardwood trees.



Operating

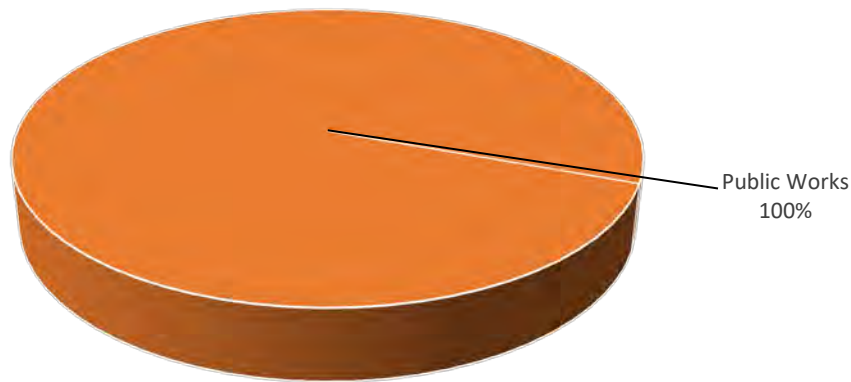
Operating expenditures include operating supplies (trees and shrubs) and contractual services to deliver and plant.

TREE MITIGATION FUND ANALYSIS

Tree Mitigation Fund by Department	FY 2019 Budget	FY 2020 Budget	% Increase / Decrease
City Council	-	-	-
City Manager	-	-	-
City Attorney	-	-	-
City Clerk	-	-	-
Community Development	-	-	-
Finance	-	-	-
Fire Rescue	-	-	-
Law Enforcement	-	-	-
Library	-	-	-
Recreation	-	-	-
Public Works	50,000	50,000	0%
TOTAL	\$ 50,000	\$ 50,000	0%

All Tree Mitigation Fund expenditures and projects are managed by the Public Works Department.

FY 2020 EXPENSES: TREE MITIGATION FUND BY DEPARTMENT





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TRANSPORTATION IMPACT FUND PROJECTION

LONG RANGE FUND PROJECTION

	FY 2017 ACTUAL	FY 2018 ACTUAL	FY 2019 BUDGET	FY 2020 BUDGET
BEGINNING FUND BALANCE	427,716	458,941	609,087	609,087
REVENUES				
Ad Valorem Taxes	-	-	-	-
Other Taxes	-	-	-	-
Licenses & Permits	30,884	-	-	-
Intergovernmental	-	-	-	-
Charges for Service	-	-	-	-
Fines	-	-	-	-
Miscellaneous	31,225	191,148	-	-
Transfers In	-	-	-	-
TOTAL REVENUES	62,109	191,148	-	-
EXPENDITURES				
Personnel	-	-	-	-
Operating	-	41,002	-	-
Capital	-	-	-	609,000
Other	-	-	-	-
Transfers Out	-	-	-	-
TOTAL EXPENDITURES	-	41,002	-	609,000
ENDING FUND BALANCE	458,941	609,087	609,087	87

TRANSPORTATION IMPACT FUND PROJECTION

LONG RANGE FUND PROJECTION

	FY 2021 PROJECTION	FY 2022 PROJECTION	FY 2023 PROJECTION	FY 2024 PROJECTION
BEGINNING FUND BALANCE	87	87	87	87
REVENUES				
Ad Valorem Taxes	-	-	-	-
Other Taxes	-	-	-	-
Licenses & Permits	-	-	-	-
Intergovernmental	-	-	-	-
Charges for Service	-	-	-	-
Fines	-	-	-	-
Miscellaneous	-	-	-	-
Transfers In	-	-	-	-
TOTAL REVENUES	-	-	-	-
EXPENDITURES				
Personnel	-	-	-	-
Operating	-	-	-	-
Capital	-	-	-	-
Other	-	-	-	-
Transfers Out	-	-	-	-
TOTAL EXPENDITURES	-	-	-	-
ENDING FUND BALANCE	87	87	87	87

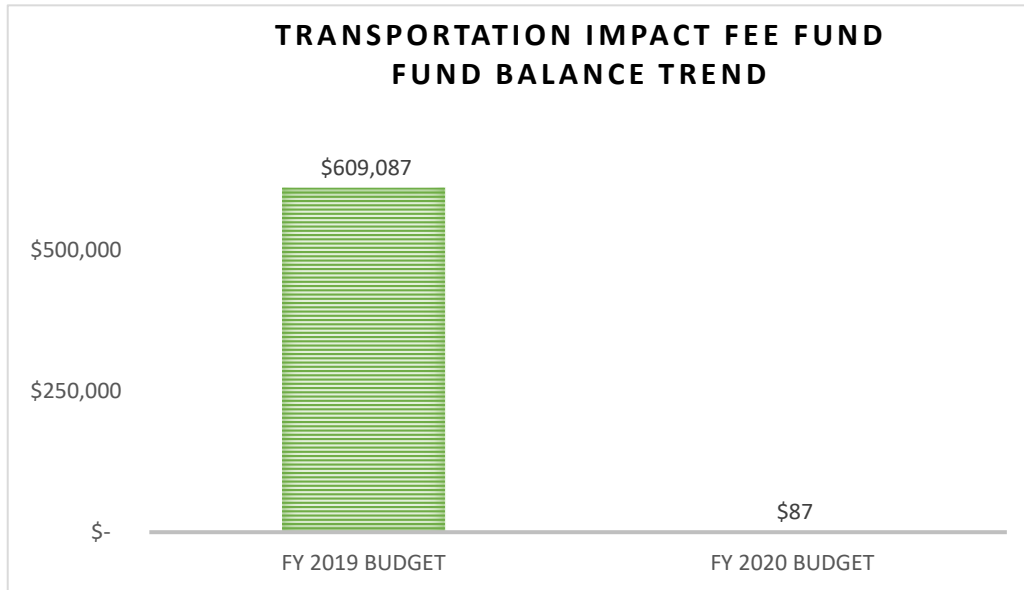
TRANSPORTATION IMPACT FEE FUND ANALYSIS

FUND DESCRIPTION

The Transportation Impact Fee Fund is a special revenue fund established to track revenues which are collected from developers to cover, in whole or in part, the incremental cost for additional capacity and maintenance of roadways. Transportation impact fees are approved as part of a developer's Development Agreement. These funds are restricted for use only for expenses that add capacity to existing roadways, including reconstruction, to create new roadways, or to add multimodal features to an existing road.

AVAILABLE FUND BALANCE

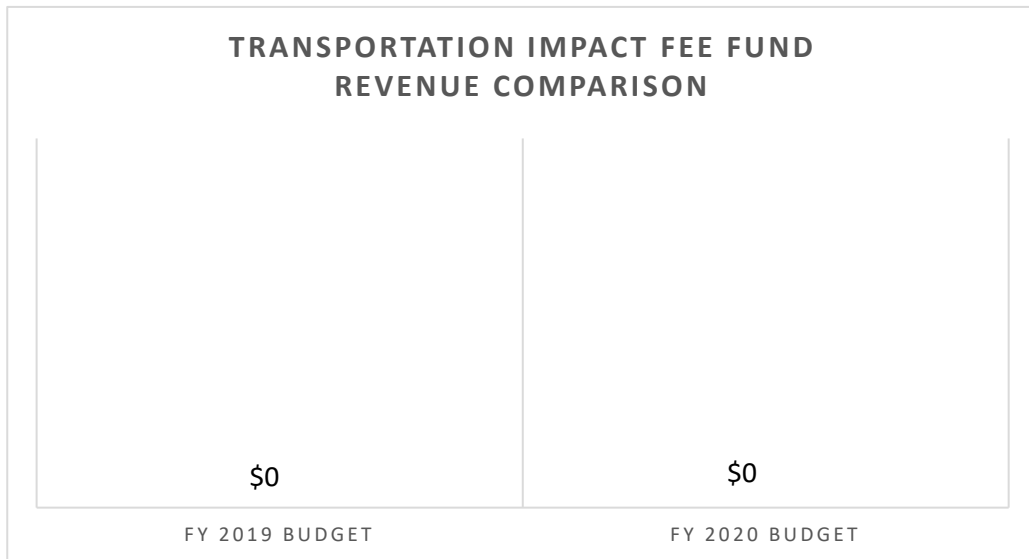
The City anticipates the ending fund balance to be reduced to nearly zero by the end of the fiscal year, a 100% decrease. The City has accumulated transportation impact fees for many years to fund road reconstruction in the heart of the commercial corridor. This planned spending of fund balance is not considered an adverse outcome as these funds are being used for their restricted purpose and there is no fund balance requirement in this fund.



TRANSPORTATION IMPACT FEE FUND ANALYSIS

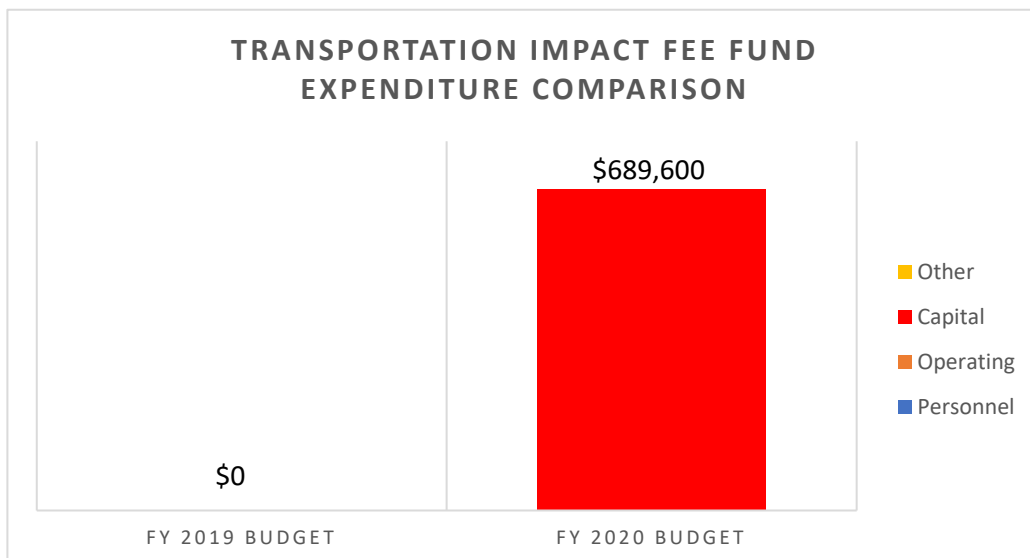
REVENUES

Revenues are fees charges to developers to mitigate the impact of development on the City's transportation network. Redevelopment activity has slowed in the past two years with the completion of Seminole City Center and no revenues in the Transportation Impact Fee Fund are currently anticipated in FY 2020. Since the fund is being appropriated as part of the Annual Budget for the first time in FY 2020, there is no revenue comparison data for FY 2019.



EXPENDITURES

Expenditures in the Transportation Impact Fee Fund will spike in FY 2020 as the City draws down fund balance on the reconstruction of Johnson Boulevard and Liberty Lane, which surrounds the Seminole City Center, a recently developed retail and entertainment complex. Since the fund is being appropriated as part of the Annual Budget for the first time in FY 2020, there is no expenditure comparison data for FY 2020.

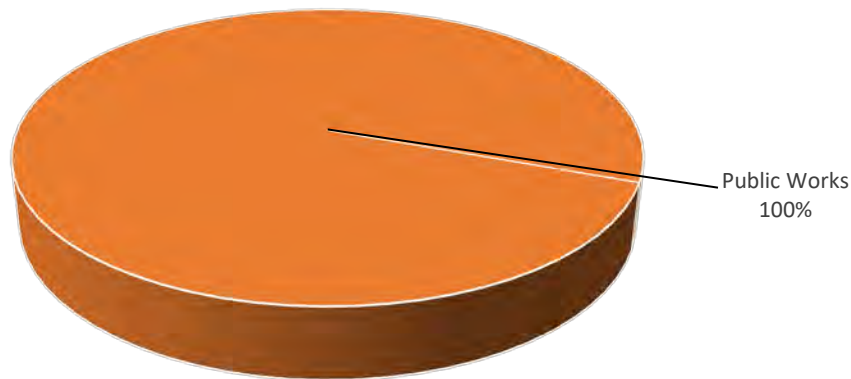


TRANSPORTATION IMPACT FEE FUND ANALYSIS

Transportation Impact Fee Fund by Department	FY 2019 Budget	FY 2020 Budget	% Increase / Decrease
City Council	-	-	-
City Manager	-	-	-
City Attorney	-	-	-
City Clerk	-	-	-
Community Development	-	-	-
Finance	-	-	-
Fire Rescue	-	-	-
Law Enforcement	-	-	-
Library	-	-	-
Recreation	-	-	-
Public Works	-	689,600	N/A
TOTAL	\$ -	\$ 689,600	N/A

All Tree Mitigation Fund expenditures and projects are managed by the Public Works Department.

FY 2020 EXPENSES: TRANSPORTATION IMPACT FEE FUND BY DEPARTMENT





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GRANTS FUND

LONG RANGE FUND PROJECTION

	FY 2017 ACTUAL	FY 2018 ACTUAL	FY 2019 BUDGET	FY 2020 BUDGET
BEGINNING FUND BALANCE	247,586	247,574	247,566	244,233
REVENUES				
Ad Valorem Taxes	-	-	-	-
Other Taxes	-	-	-	-
Licenses & Permits	-	-	-	-
Intergovernmental	7,351	112,377	-	600,000
Charges for Service	-	-	-	-
Fines	-	-	-	-
Miscellaneous	2,870	5,910	-	7,000
Transfers In	-	-	-	-
TOTAL REVENUES	10,221	118,287	-	607,000
EXPENDITURES				
Personnel	-	-	-	-
Operating	10,233	87,558	-	251,000
Capital	-	30,737	-	356,000
Other	-	-	-	-
Transfers Out	-	-	-	-
TOTAL EXPENDITURES	10,233	118,295	-	607,000
ENDING FUND BALANCE	247,574	247,566	247,566	244,233

GRANTS FUND

LONG RANGE FUND PROJECTION

	FY 2021 PROJECTION	FY 2022 PROJECTION	FY 2023 PROJECTION	FY 2024 PROJECTION
BEGINNING FUND BALANCE	244,233			
REVENUES				
Ad Valorem Taxes	-	-	-	-
Other Taxes	-	-	-	-
Licenses & Permits	-	-	-	-
Intergovernmental	-	-	-	-
Charges for Service	-	-	-	-
Fines	-	-	-	-
Miscellaneous	-	-	-	-
Transfers In	-	-	-	-
TOTAL REVENUES	-	-	-	-
EXPENDITURES				
Personnel	-	-	-	-
Operating	-	-	-	-
Capital	244,233	-	-	-
Other	-	-	-	-
Transfers Out	-	-	-	-
TOTAL EXPENDITURES	244,233	-	-	-
ENDING FUND BALANCE	-	-	-	-

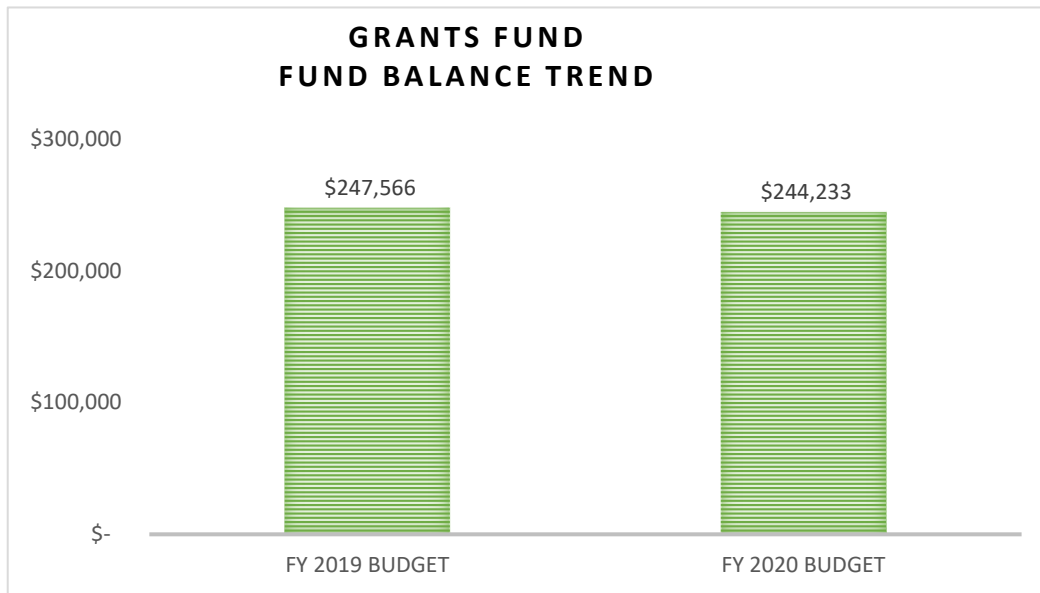
GRANTS FUND ANALYSIS

FUND DESCRIPTION

The Grants Fund is a special revenue fund established to track revenues and expenditures associated with federal, state, local, and private grants received by the City. In past years, the Grants Fund was not appropriated and all revenues and expenditures were brought before City Council for approval. To present a more robust and transparent spending plan, the Grants Fund has been incorporated into the Annual Budget in FY 2020.

AVAILABLE FUND BALANCE

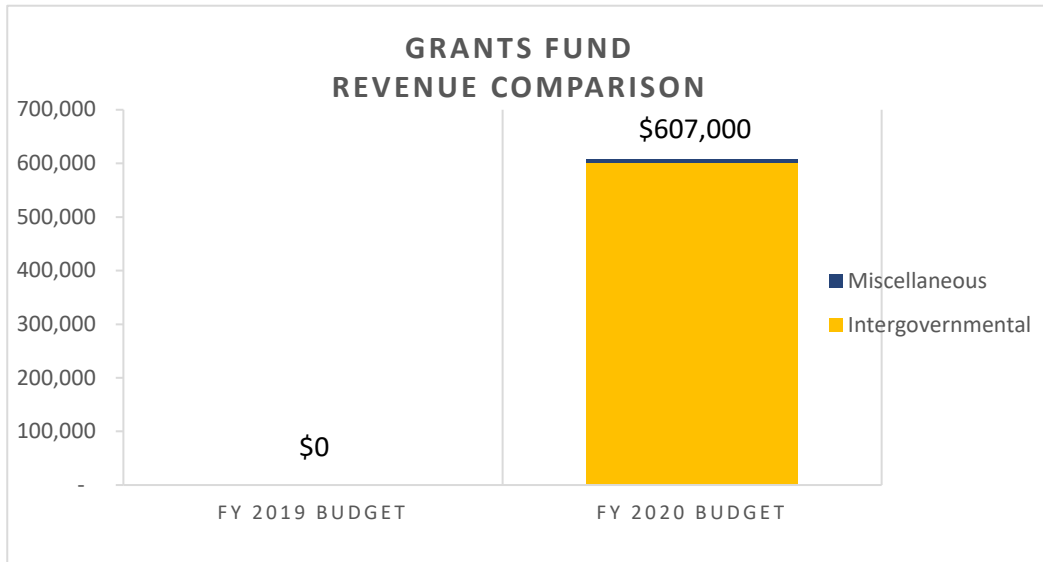
The fund balance in the Grants Fund will decrease 1.4% in over FY 2020. Revenues are generally reimbursable, after expenditures have been booked and are submitted to the grantor. Often, revenues are received in the fiscal year following the actual expenditure. This often results in a positive fund balance of the Grants Fund, as receivables are reimbursing prior year expenditures and newly appropriated expenditures have not yet been spent.



GRANTS FUND ANALYSIS

REVENUES

Revenues in the Grants Fund are being appropriated as part of the Annual Budget for the first time in FY 2020. Five (5) known grants have been awarded that will impact FY 2020 spending, the revenues will be reimbursement of City expenses after they have been incurred.

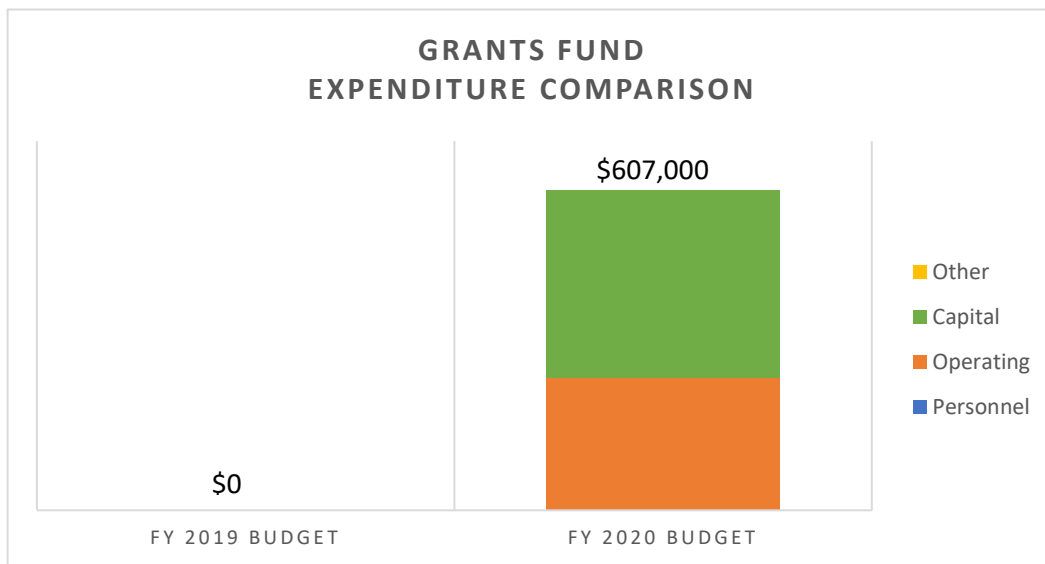


GRANTS FUND ANALYSIS

EXPENDITURES

Total expenditures in the Grants Fund will be \$607,000 in FY 2020 for the following projects:

Grantor	Purpose	Amount
Florida Dept. of Env. Protection	Project LW644: Construct an observation boardwalk, waterfront access trail, picnic facility and landscaping at Waterfront Park.	\$200,000
Florida Dept. of Env. Protection	Project P19003: Construct an eight-foot fitness trail at Blossom Lake Park.	\$150,000
Florida Dept. of Env. Protection	Project P19004: Construct new ADA playground with lighting at Waterfront Park	\$250,000
Private Donor	Safety Grant	\$6,000
Private Donor	Fire Safety Grant	\$1,000



Operating

Operating expenditures include supplies to construct a boardwalk, access trail, and picnic facility, and install irrigation, landscaping and lighting at Waterfront Park.

Capital

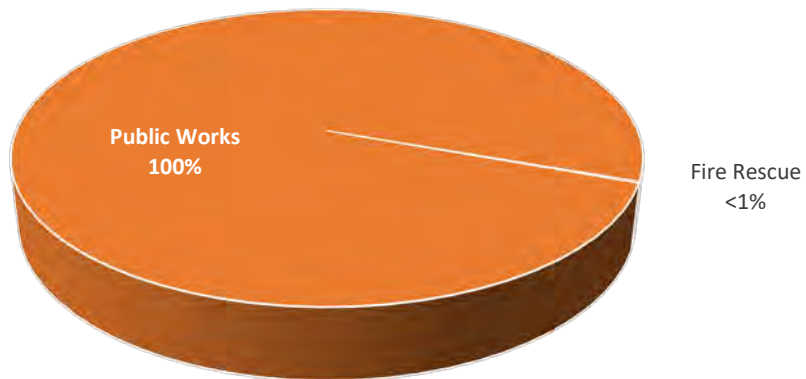
Capital outlay includes the ADA Playground at Waterfront Park and construction of a trail at Blossom Lake Park.

GRANTS FUND ANALYSIS

Grants Fund by Department	FY 2019 Budget	FY 2020 Budget	% Increase / Decrease
City Council	-	-	-
City Manager	-	-	-
City Attorney	-	-	-
City Clerk	-	-	-
Community Development	-	-	-
Finance	-	-	-
Fire Rescue	-	1,000	N/A
Law Enforcement	-	-	-
Library	-	-	-
Recreation	-	-	-
Public Works	-	606,000	N/A
TOTAL	\$ -	607,000	N/A

Nearly all Grants Fund expenditures and projects are managed by the Public Works Department.

FY 2020 EXPENSES: GRANTS FUND BY DEPARTMENT



LOCAL INFRA. SALES TAX / PENNY FUND

LONG RANGE FUND PROJECTION

Penny 3 ends

	FY 2017 ACTUAL	FY 2018 ACTUAL	FY 2019 BUDGET	FY 2020 BUDGET
BEGINNING FUND BALANCE	3,982,253	4,796,427	5,555,199	5,555,199
REVENUES				
Ad Valorem Taxes	-	-	-	-
Other Taxes (Penny 3)	1,775,456	1,865,950	-	494,147
Other Taxes (Penny 4)	-	-	-	1,482,439
Licenses & Permits	-	-	-	-
Intergovernmental	-	-	-	-
Charges for Service	-	-	-	-
Fines	-	-	-	-
Miscellaneous	1,608	2,005	-	1,500
TOTAL REVENUES	1,777,064	1,867,955	-	1,978,086
EXPENDITURES				
Personnel	-	-	-	-
Operating	2,378	-	-	-
Capital	-	1,109,183	-	2,474,600
Other	960,512	-	-	-
TOTAL EXPENDITURES	962,890	1,109,183	-	2,474,600
ENDING FUND BALANCE	4,796,427	5,555,199	5,555,199	5,058,685

	FY 2017 ACTUAL	FY 2018 ACTUAL	FY 2019 BUDGET	FY 2020 BUDGET
PROJECTS				
Pavement Management	-	-	-	689,600
Waterfront Park Construction	-	-	-	1,385,000
Master Drainage Plan Update	-	-	-	250,000
Fire Station 129	-	-	-	150,000
TOTAL	-	-	-	2,474,600

LOCAL INFRA. SALES TAX / PENNY FUND

LONG RANGE FUND PROJECTION

	FY 2021 PROJECTION	FY 2022 PROJECTION	FY 2023 PROJECTION	FY 2024 PROJECTION
BEGINNING FUND BALANCE	5,058,685	6,051,648	7,564,684	9,092,843
REVENUES				
Ad Valorem Taxes	-	-	-	-
Other Taxes (Penny 3)	-	-	-	-
Other Taxes (Penny 4)	1,497,263	1,512,236	1,527,358	1,542,632
Licenses & Permits	-	-	-	-
Intergovernmental	-	-	-	-
Charges for Service	-	-	-	-
Fines	-	-	-	-
Miscellaneous	700	800	800	800
TOTAL REVENUES	1,497,963	1,513,036	1,528,158	1,543,432
EXPENDITURES				
Personnel	-	-	-	-
Operating	-	-	-	-
Capital	505,000	-	-	-
Other	-	-	-	-
TOTAL EXPENDITURES	505,000	-	-	-
ENDING FUND BALANCE	6,051,648	7,564,684	9,092,843	10,636,275

	FY 2021 PROJECTION	FY 2022 PROJECTION	FY 2023 PROJECTION	FY 2024 PROJECTION
PROJECTS				
Pavement Management	-	-	-	-
Waterfront Park Construction	505,000	-	-	-
Master Drainage Plan Update	-	-	-	-
Fire Station 129	-	-	-	-
TOTAL	505,000	-	-	-

LOCAL INFRASTRUCTURE SALES TAX (PENNY) FUND ANALYSIS

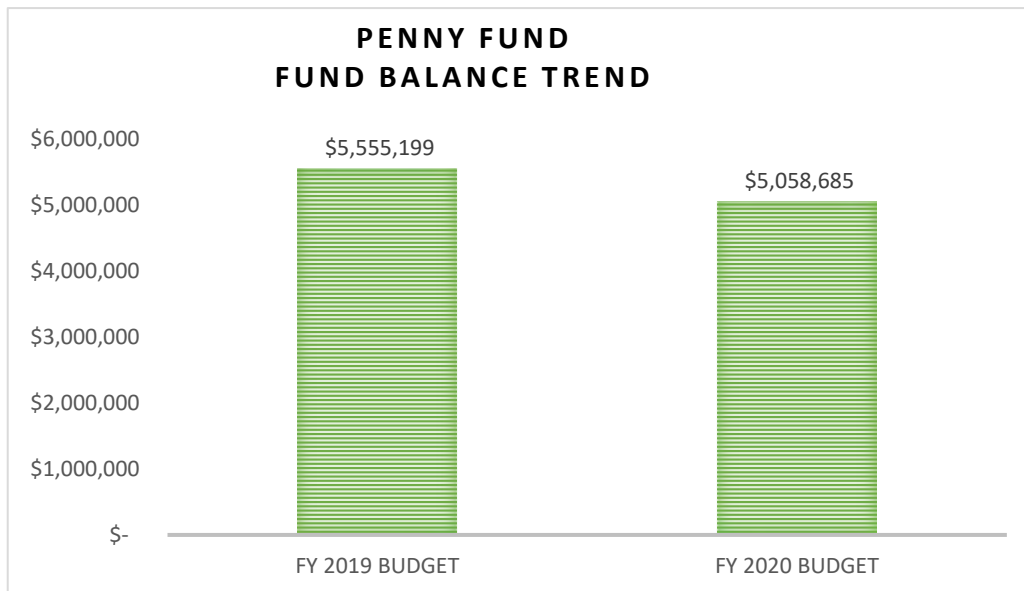
FUND DESCRIPTION

The Local Infrastructure Sales Tax Fund is a special revenue fund that accounts for infrastructure and improvements funded by proceeds from Pinellas County's one-cent local option sales tax known as the "Penny for Pinellas." The current 10-year term for the "Penny 3" expires December 31, 2019, but a fourth 10-year funding period for the "Penny 4" was approved by voter referendum in November, 2017. Proceeds from Penny 4 will be collected January 1, 2020 through December 31, 2029. The City will not see any gap in funding from Penny 3 to Penny 4, as these proceeds are collected and distributed by the State of Florida.

This fund is being included in the Annual Budget for the first time in FY 2020. In the past, expenditures were approved as needed by the City Council. To present a more robust and transparent spending plan, the Penny Fund has been incorporated into the Annual Budget in FY 2020.

AVAILABLE FUND BALANCE

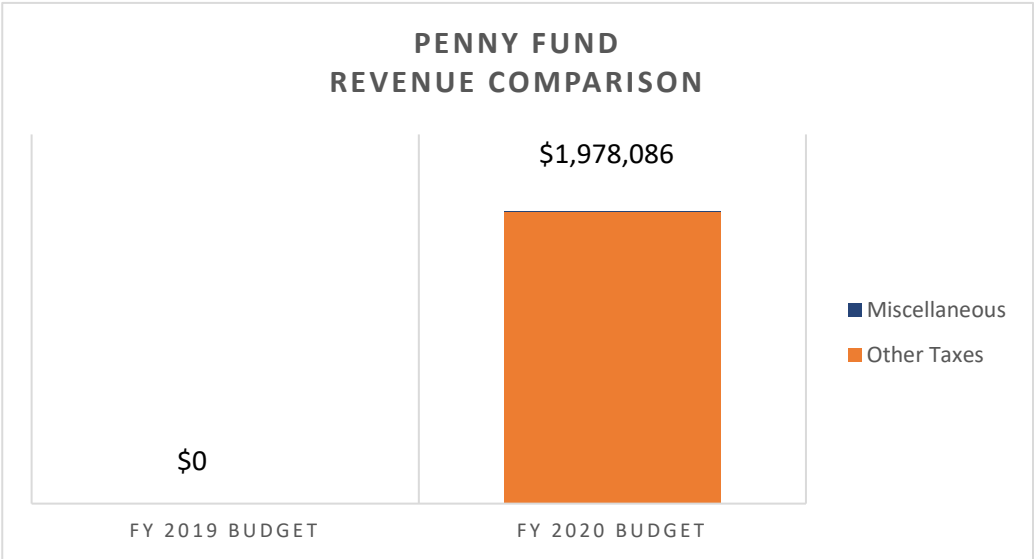
The City anticipates a 9% reduction in ending fund balance by the end of FY 2020. This is due to planned capital outlay and spend-down of the Penny 3 fund balance.



LOCAL INFRASTRUCTURE SALES TAX (PENNY) FUND ANALYSIS

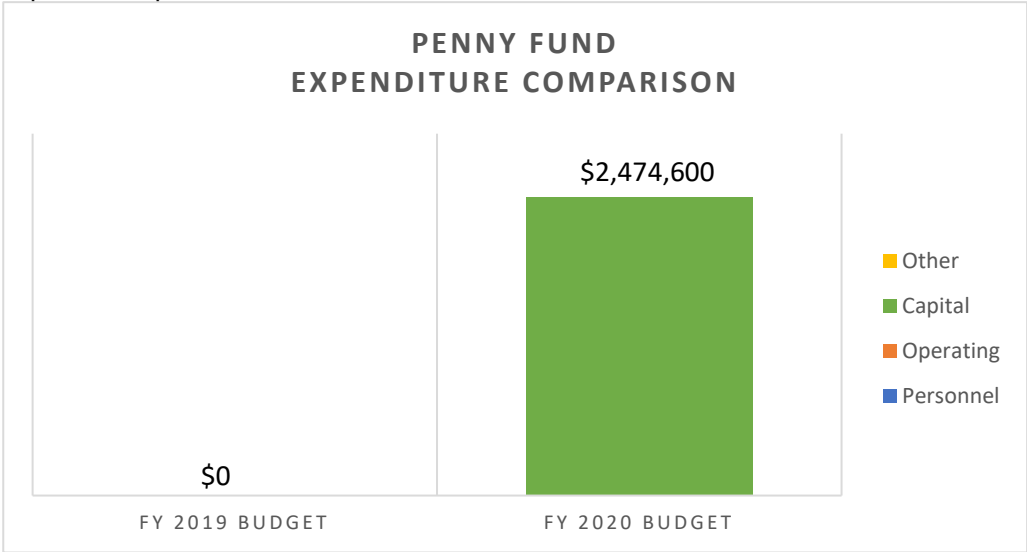
REVENUES

While revenues are being appropriated for the first time in FY 2020, this fund collected more than \$1.4M in intergovernmental revenues according to FY 2019 estimates. FY 2020 revenues are projected to increase 5% over FY 2018 actuals based on positive growth in the local and state economy and record tourism in the state.



EXPENDITURES

Expenditures in this fund are restricted to capital infrastructure and improvements. Total expenditures in FY 2020 include Waterfront Park construction (\$1,385,000), reconstruction of Johnson Blvd. and Liberty Lane as the first year of the City's Pavement Management Plan is implemented (\$689,600), an update to the City's Master Drainage Plan (\$250,000) to conduct an asset inventory and identify needed infrastructure improvements in the stormwater system, and preliminary engineering to construct a new Fire Station in the Bay Pines service area (\$150,000). Since the fund is being appropriated for the first time in FY 2020, no comparison expenditure data for FY 2019 is available.



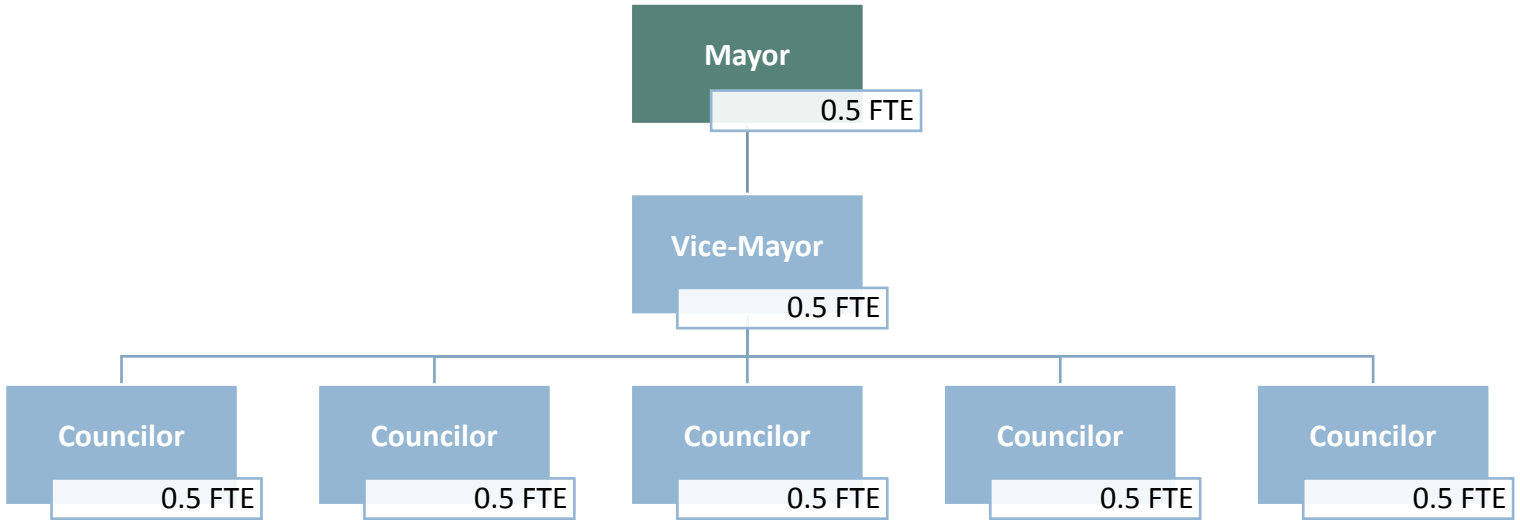
CITY OF SEMINOLE

FY 2019-2020 ADOPTED BUDGET

CITY COUNCIL



City Council
3.5 FTE



CITY COUNCIL

Mission Statement

To provide political leadership necessary to develop public policies associated with quality service that effectively, efficiently and equitably enhances the quality of life in Seminole.

Description of Responsibilities

The City Council consists of a Mayor and six Council members, elected at-large, who hold all legislative powers of the City. The Council is required to meet at least twice monthly, as prescribed in the City Charter. The City Council is charged with adopting all policies for the City, appointing the City Manager, appropriating public funds for expenditure and approving the annual budget, setting the annual ad valorem millage (tax) rate, approving all contracts prior to execution, and approving any and all debt and borrowing.



*Seminole City Council top row from left:
Mayor Leslie Waters, Councilor Trish Springer, Councilor Thomas Barnhorn, Vice-Mayor Chris Burke*



*Bottom row from left:
Councilor Roger Edelman, Councilor Bob Matthews, Councilor Jim Olliver*

Budget Summary

BY EXPENSE CATEGORY	FY 2017 Actual	FY 2018 Actual	FY 2019 Budget	FY 2020 Budget	% Chg
Personnel	90,969	92,832	94,223	139,077	
Operating	40,506	33,859	55,200	75,350	
Capital	-	-	-	-	
Other	41,750	69,694	158,250	40,500	
Total	173,225	196,385	307,673	254,927	-17%

BY FUND	FY 2017 Actual	FY 2018 Actual	FY 2019 Budget	FY 2020 Budget	% Chg
General Fund	173,225	196,385	307,673	254,927	
Total	173,225	196,385	307,673	254,927	-17%

CITY COUNCIL

STAFFING

Shown in Full-time Equivalents (FTE)

	FY 2017	FY 2018	FY 2019	FY 2020	Position
Part-Time Positions	Actual	Actual	Budget	Budget	Change
Mayor	0.5	0.5	0.5	0.5	0
Vice Mayor	0.5	0.5	0.5	0.5	0
Councilor	0.5	0.5	0.5	0.5	0
Councilor	0.5	0.5	0.5	0.5	0
Councilor	0.5	0.5	0.5	0.5	0
Councilor	0.5	0.5	0.5	0.5	0
Councilor	0.5	0.5	0.5	0.5	0
TOTAL FTE	3.5	3.5	3.5	3.5	0

Budgetary Highlights

The City Council FY 2020 Budget is 17% lower than the prior year's budget. Personnel costs in the City Council Budget reflect current elections for Council members' health insurance coverage. The policy decision to extend health insurance benefits to Council members was made during the FY 2020 Budget Workshop. Within the operating budget, an increase of \$20,000 for promotional activities is earmarked for the 50th Anniversary Celebration. No capital outlay is budgeted for FY 2020. Aid to organizations is increasing \$3,150 in FY 2020. The elimination of a one-time interfund transfer in FY 2019 is the primary factor in this department's budget decrease.

Line Item Budget	FY 2017	FY 2018	FY 2019	FY 2020	% Chg
	Actual	Actual	Budget	Budget	
01-0511-1200 Salaries	60,199	60,199	60,200	60,200	
01-0511-2100 FICA	4,614	4,630	4,605	4,605	
01-0511-2210 Retirement	26,058	27,910	29,318	29,492	
01-0511-2310 Health Insurance	-	-	-	44,700	
01-0511-2400 Workers' Compensation	98	93	100	80	
PERSONNEL SUBTOTAL	90,969	92,832	94,223	139,077	48%
01-0511-3190 Professional services	-	-	250	250	
01-0511-4007 Travel & Training	13,085	12,819	31,500	31,500	
01-0511-4110 Phone & Internet	-	348	350	350	
01-0511-4120 Postage	65	50	250	250	
01-0511-4800 Promotional Activities	11,008	11,157	13,875	33,875	
33-0511-4903 Other Current Expenses	-	553	-	-	
01-0511-5110 Office Supplies	796	970	750	750	
35-0511-5110 Office Supplies	6,917	-	-	-	
01-0511-5290 Operating Supplies	1,991	1,316	1,525	1,525	
01-0511-5430 Memberships	6,644	6,646	6,700	6,850	
OPERATING SUBTOTAL	40,506	33,859	55,200	75,350	37%
01-0511-6911 Interfund Transfer	7,400	7,400	120,900	-	
01-0511-8200 Aid to Organizations	34,350	62,294	37,350	40,500	
OTHER SUBTOTAL	41,750	69,694	158,250	40,500	-74%
CITY COUNCIL TOTAL	173,225	196,385	307,673	254,927	-17%

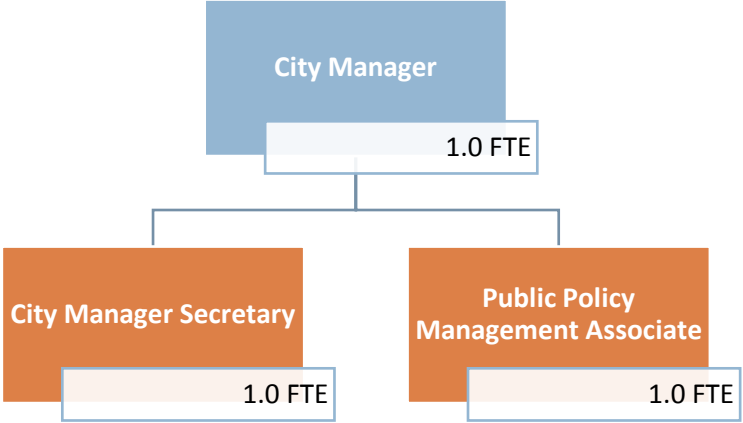
CITY OF SEMINOLE

FY 2019-2020 ADOPTED BUDGET

CITY MANAGER



City Manager
3.0 FTE



CITY MANAGER

Mission Statement

To provide direction and supervision in the administration and operation of all City departments in order to provide for the effective delivery of city government services, and to effectively administer and execute the policies of the City Council.

Description of Responsibilities

By the Charter of the City of Seminole, the City Manager is the Chief Administrative Officer of the City. The City Manager is responsible to the Council for Administration of all City affairs placed in the Manager's charge by or under the charter, including the appointment of all City employees, execution of City contracts, intergovernmental relations and policy recommendations.



City Manager Ann Toney-Deal

Budget Summary

BY EXPENSE CATEGORY	FY 2017	FY 2018	FY 2019	FY 2020	
	Actual	Actual	Budget	Budget	% Chg
Personnel	297,982	306,318	317,877	332,399	
Operating	9,198	10,117	20,764	20,564	
Capital	-	41,369	-	-	
Other	-	-	70,500	120,500	
Total	307,180	357,804	409,141	473,463	16%

BY FUND	FY 2017	FY 2018	FY 2019	FY 2020	
	Actual	Actual	Budget	Budget	% Chg
General Fund	306,802	356,183	409,141	473,463	
Local Infrastructure					
Sales Tax Fund	378	304	-	-	
CIP Fund	-	1,317	-	-	
Total	307,180	357,804	409,141	473,463	16%

STAFFING

Shown in Full-time Equivalents (FTE)

	FY 2017	FY 2018	FY 2019	FY 2020	Position
Full-Time Positions	Actual	Actual	Budget	Budget	Change
City Manager	1	1	1	1	0
City Manager Secretary	0	1	1	1	0
Executive Administrative Asst.	1	0	0	0	0
Public Policy Mgmt. Associate	1	1	1	1	0
TOTAL FTE	3	3	3	3	0

CITY MANAGER

Budgetary Highlights

The City Manager's FY 2020 Budget is increasing 16% over prior year. Personnel costs reflect merit increases of up to 5% in alignment with the maximum merit increase available to general employees. The operating budget has been reduced slightly in the office supplies and training line items. The City Manager's contingency account, usually budgeted at \$70,500, was increased \$50,000 at the direction of City Council for costs associated with the 50th Anniversary Celebration. Obtaining City Council approval to spend contingency funds is a standard operating procedure.

<u>Line Item Budget</u>	FY 2017	FY 2018	FY 2019	FY 2020	
	Actual	Actual	Budget	Budget	% Chg
01-0512-1200 Salaries	198,351	201,979	198,664	212,097	
01-0512-1400 Overtime	48	-	290	-	
01-0512-1503 Education Pay	3,740	3,300	3,630	2,640	
01-0512-1509 Cell Phone Allowance	650	550	600	600	
01-0512-1510 Vehicle Allowance	6,500	5,500	6,000	12,000	
01-0512-2100 FICA	14,925	15,181	14,046	16,473	
01-0512-2210 Retirement	40,946	43,308	55,550	49,802	
01-0512-2310 Health & Life Insurance	31,697	35,209	37,753	36,541	
01-0512-2320 LT Disability Insurance	818	984	1,055	1,960	
01-0512-2400 Workers' Compensation	307	307	289	286	
PERSONNEL SUBTOTAL	297,982	306,318	317,877	332,399	5%
01-0512-4000 Travel & Per Diem	1,594	1,638	5,500	5,800	
01-0512-4110 Phone & Internet	2,310	2,155	2,449	2,449	
01-0512-4120 Postage	135	18	200	200	
01-0512-4610 Maintenance & Repair	931	409	400	400	
01-0512-4700 Printing	45	-	50	50	
01-0512-5110 Office Supplies	741	590	1,700	1,700	
35-0512-5110 Office Supplies	-	1,317	-	-	
01-0512-5290 Operating Supplies	579	307	750	750	
21-0512-5290 Operating Supplies	378	304	-	-	
01-0512-5410 Book & Publications	-	-	400	400	
01-0512-5430 Memberships	1,492	1,488	2,015	2,015	
01-0512-5440 Training	993	1,891	7,300	6,800	
OPERATING SUBTOTAL	9,198	10,117	20,764	20,564	-1%
01-0512-6420 Capital Equipment	-	41,369	-	-	
CAPITAL SUBTOTAL	-	41,369	-	-	N/A
01-0512-9900 Contingency	-	-	70,500	120,500	
OTHER SUBTOTAL	-	-	70,500	120,500	71%
CITY MANAGER TOTAL	307,180	357,804	409,141	473,463	16%

CITY OF SEMINOLE

FY 2019-2020 ADOPTED BUDGET

CITY ATTORNEY

CITY ATTORNEY

Mission Statement

To provide proactive expert advice and counsel to the City Council and City staff to minimize the need for legal proceedings and expenses.

Description of Responsibilities

The City Attorney acts as the legal counsel to the City Council, City Manager and all City departments. The City of Seminole contracts with Trask Daigneault LLP for professional legal services. The firm reviews all legal documents including contracts and bonds on the City's behalf, and is present for all City Council meetings. The City Attorney also represents the City for any and all legal complaints and lawsuits.



City Attorney Jay Daigneault

Budget Summary

BY EXPENSE CATEGORY	FY 2017 Actual	FY 2018 Actual	FY 2019 Budget	FY 2020 Budget	% Chg
Personnel	-	-	-	-	
Operating	44,109	37,453	57,080	57,080	
Capital	-	-	-	-	
Other	-	-	-	-	
Total	44,109	37,453	57,080	57,080	0%

BY FUND	FY 2017 Actual	FY 2018 Actual	FY 2019 Budget	FY 2020 Budget	% Chg
General Fund	44,109	37,453	57,080	57,080	
Total	44,109	37,453	57,080	57,080	0%

STAFFING

Shown in Full-time Equivalents (FTE)

	FY 2017 Actual	FY 2018 Actual	FY 2019 Budget	FY 2020 Budget	Position Change
Positions					
None	0	0	0	0	0
TOTAL FTE	0	0	0	0	0

Budgetary Highlights

There are no changes in the City Attorney's budget for FY 2020. Costs and service levels remain unchanged.

Line Item Budget	FY 2017 Actual	FY 2018 Actual	FY 2019 Budget	FY 2020 Budget	% Chg
01-0514-3130 City Attorney Retainer	33,000	33,000	37,080	37,080	
01-0514-3140 City Attorney Professional Fees	5,680	1,080	5,000	5,000	
01-0514-3190 Other Professional Services	1,129	543	5,000	5,000	
01-0514-3191 Special Master Legal Fees	3,220	2,320	5,000	5,000	
01-0514-3192 Development Related Legal Fees	1,080	510	5,000	5,000	
OPERATING SUBTOTAL	44,109	37,453	57,080	57,080	0%
TOTAL CITY ATTORNEY	44,109	37,453	57,080	57,080	0%

CITY OF SEMINOLE

FY 2019-2020 ADOPTED BUDGET

CITY CLERK



City Clerk
1.0 FTE

City Clerk
1.0 FTE

CITY CLERK

Mission Statement

To professionally and impartially serve the City Council and City Administration; assist the public in acquiring public documents and information; maintain the official records of the City; and coordinate city elections in accordance with statutory requirements.

Description of Responsibilities

The City Manager appoints the City Clerk, a charter official of the City of Seminole, to serve the vital functions of ensuring public notice of all City Council meetings, maintaining the formal record of Council meeting proceedings and serving as the City's formal custodian of records. This role includes maintaining all official City records, including ordinances, resolutions, meeting minutes of the City Council and its Boards, and the official Municipal Code of Ordinances. The City Clerk also serves as the central point of contact for all public records requests in the City and coordinates municipal elections with the County Supervisor of Elections. By ensuring effective communication, the City Clerk supports a successful working relationship between the City Council, city management, staff throughout the City, and general public.

Budget Summary

BY EXPENSE CATEGORY	FY 2017	FY 2018	FY 2019	FY 2020	
	Actual	Actual	Budget	Budget	% Chg
Personnel	79,346	80,904	84,120	88,893	
Operating	45,063	42,224	45,065	58,952	
Capital	-	3,285	-	-	
Other	-	-	-	-	
Total	124,410	126,413	129,185	147,845	14%

BY FUND	FY 2017	FY 2018	FY 2019	FY 2020	
	Actual	Actual	Budget	Budget	% Chg
General Fund	124,410	126,413	129,185	147,845	
Total	124,410	126,413	129,185	147,845	14%

STAFFING					
Full-Time Positions	Actual	Actual	Budget	Budget	Changes
City Clerk	1	1	1	1	0
TOTAL FTE	1	1	1	1	0

Service Measures

	FY 2017	FY 2018	FY 2019	FY 2020
	Actual	Actual	Estimated	Projected
Public Records Requests processed	45	31	55	50
Council Meeting packets published to web	40	39	35	30
Ordinances/Resolutions adopted and archived	22/7	23/8	17/7	25/5
Public Notices posted	66	38	28	40

CITY CLERK

Budgetary Highlights

The FY 2020 City Clerk Budget is increasing 14% over the prior year's budget. Personnel expenses are increasing 6% and include a merit increase of up to 5% for eligible employees and incremental cost increases in insurance and retirement. The operating budget increase of 31% is due to a one-time increase in contractual services associated with the November 2019 election, which includes a number of City Charter amendments. No capital outlay or interfund transfers are budgeted for FY 2020.



<u>Line Item Budget</u>	FY 2017 Actual	FY 2018 Actual	FY 2019 Budget	FY 2020 Budget	% Chg
01-0510-1200 Salaries	48,688	50,026	51,447	53,591	
01-0510-1400 Overtime	-	-	-	-	
01-0510-1503 Education Pay	1,320	1,320	1,320	1,320	
01-0510-1514 Uniform Allowance	173	-	-	-	
01-0510-2100 FICA	3,456	3,545	4,037	4,138	
01-0510-2210 Retirement	10,978	11,829	12,015	13,745	
01-0510-2310 Health & Life Insurance	14,229	13,689	14,773	15,502	
01-0510-2320 LT Disability Insurance	408	412	438	521	
01-0510-2400 Workers' Compensation	95	83	90	76	
PERSONNEL SUBTOTAL	79,346	80,904	84,120	88,893	6%
01-0510-3410 Contractual Services	20,878	23,226	25,047	39,289	
01-0510-4000 Travel & Per Diem	1,335	1,102	1,500	1,500	
01-0510-4110 Phone & Internet	433	397	463	463	
01-0510-4120 Postage	322	359	500	500	
01-0510-4610 Maintenance & Repair	413	1,163	450	1,000	
01-0510-4700 Printing	-	-	100	100	
01-0510-4910 Legal Advertisements	19,236	14,090	13,000	13,000	
01-0510-5110 Office Supplies	1,179	782	1,000	1,000	
01-0510-5290 Operating Supplies	268	55	1,140	600	
01-0510-5410 Book & Publications	-	-	365	-	
01-0510-5430 Memberships	260	260	600	600	
01-0510-5440 Training	740	790	900	900	
OPERATING SUBTOTAL	45,063	42,224	45,065	58,952	31%
01-0510-6410 Capital Equipment	-	3,285	-	-	
CAPITAL SUBTOTAL	-	3,285	-	-	N/A
TOTAL CITY CLERK	124,410	126,413	129,185	147,845	14%

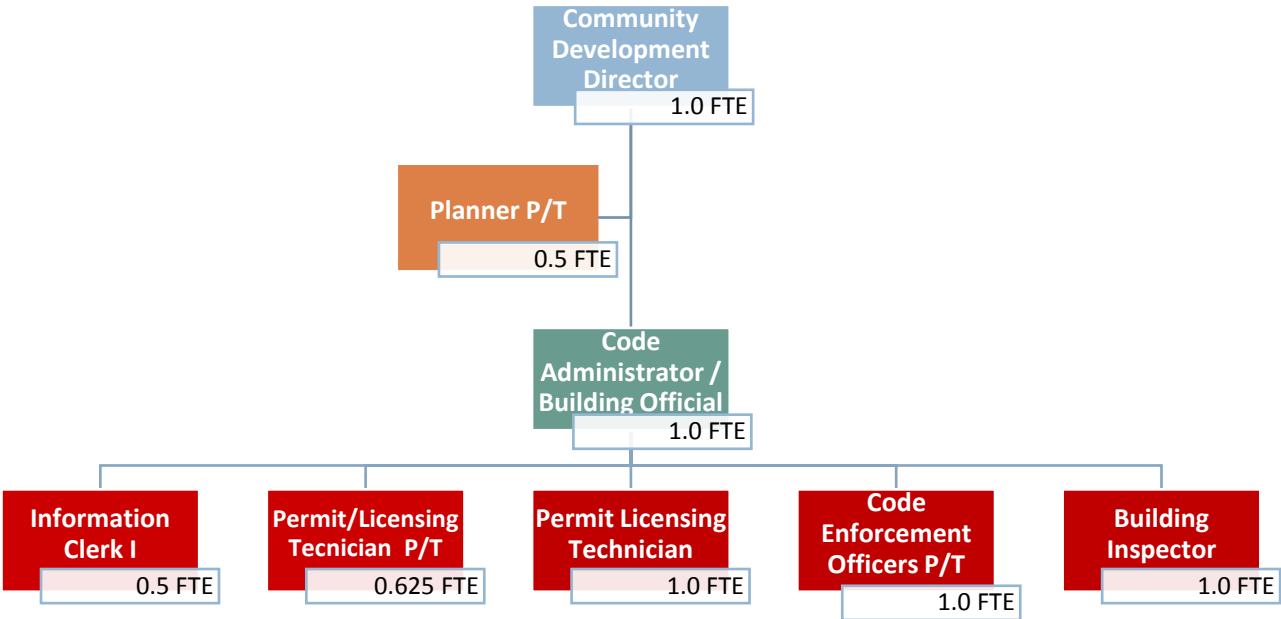
CITY OF SEMINOLE

FY 2019-2020 ADOPTED BUDGET

COMMUNITY DEVELOPMENT



Community Development Department
6.625 FTE



COMMUNITY DEVELOPMENT

Description of Responsibilities

The Community Development Department is charged with the responsibilities of strategic community planning, development and redevelopment project reviews and approvals, code enforcement, and building construction permitting and inspections. The Department is composed of two divisions, Administration & Planning and Code Administration & Inspections.

Administration & Planning Division

The Administration & Planning Division supplies the requesting public with the highest level of service in the areas of zoning administration, development and redevelopment processes, long range comprehensive planning, and intergovernmental coordination. This activity includes short and long range planning activities within the City of Seminole. Short-range planning duties include the application of zoning and land development regulations to specific developments, including coordination of site plan reviews and quasi-judicial board actions. Long-range functions include monitoring and amending the Municipal Comprehensive Plan and coordinating planning activities which have a future impact to development and quality of life issues. Duties in this area also include responsibility of the City's local planning agency as well as coordination with state, regional and other local planning agencies. This division is also responsible for the overall planning, organization, coordination, staffing, reporting and budgeting of the entire Community Development Department.

Code Administration & Inspection Division

The Code Administration & Inspection Division provides the City with permitting and fee collection services associated with occupational licensing, building plan review, construction inspection services, and code enforcement. These activities ensure the health, safety and welfare of the community through the enforcement of Federal, State and City construction and building codes. Permit technicians handle the intake and processing of all building permits and occupational licensing of all business operations within the City of Seminole. Building Inspection staff are responsible for plan review and field inspections for compliance with applicable codes, regulations and laws. Code Enforcement Officers enforce the City's Municipal Code of Ordinances for violations such as dealing with nuisances, signs, land use and zoning, and life-safety regulations. Coordination of enforcement with other departments is an important aspect of daily assignments.



Major redevelopment activity in the City since 2016 has been the construction of Seminole City Center, a \$100M retail and entertainment complex

COMMUNITY DEVELOPMENT

Budget Summary

BY EXPENSE CATEGORY	FY 2017 Actual	FY 2018 Actual	FY 2019 Budget	FY 2020 Budget	% Chg
Personnel	484,032	448,229	516,161	569,778	
Operating	266,780	253,514	256,570	335,576	
Capital	-	20,122	-	-	
Other	5,440	5,440	5,440	-	
Total	756,252	727,305	778,171	905,354	16%

BY FUND	FY 2017 Actual	FY 2018 Actual	FY 2019 Budget	FY 2020 Budget	% Chg
General Fund	756,252	707,935	778,171	904,354	
CIP Fund	-	19,370	-	1,000	
Total	756,252	727,305	778,171	905,354	16%

STAFFING

Full-Time Positions	Actual	Actual	Budget	Budget	Change
Community Developmt. Director	1	1	1	1	0
Code Administration Official	1	1	1	1	0
Planner	0.5	0.5	0.5	0.5	0
Building Inspector	1	1	1	1	0
Permit/Licensing Tech. II	1	1	1	1	0
Part-Time Positions					
Permit/Licensing Tech.	0.625	0.625	0.625	0.625	0
Code Enforcement Officer	1	1	1	1	0
Information Clerk	0	0	0	0.5	0.5
TOTAL FTE	6.125	6.125	6.125	6.625	0.5

Service Measures

	FY 2017 Actual	FY 2018 Actual	FY 2019 Actual	FY 2020 Projected
Permits Issued	1,765	1,876	1,867	1,923
Permit Valuation	\$39.7M	\$29.7M	\$11.2M	\$11.6M
Building Inspections	2,768	3,399	6,452	6,646
Business Tax Receipts Issued	920	799	1,055	1,087

COMMUNITY DEVELOPMENT

Budgetary Highlights

Administration & Planning Division

The FY 2020 Budget for the Administration and Planning Division of Community Development is increasing 27% over the prior year's budget level. Personnel costs are increasing 6% due to budgeted merit increases of up to 5% and incremental increases in ancillary costs such as retirement and insurance. The operating budget includes an increase of \$50,000 in professional services for studies including a traffic study of 70th Avenue and Seminole Blvd. No capital outlay or interfund transfers are budgeted for FY 2020.

<u>Line Item Budget</u>	FY 2017 Actual	FY 2018 Actual	FY 2019 Budget	FY 2020 Budget	% Chg
01-0530-1200 Salaries part-time	133,481	128,372	142,574	116,976	
01-0530-1310 Salaries full-time	-	30,419	-	32,213	
01-0530-1503 Education Pay	1,320	2,200	1,320	1,320	
01-0530-1509 Allowances	520	440	480	480	
01-0530-2100 FICA	10,349	12,252	11,085	11,551	
01-0530-2210 Retirement	25,476	28,861	29,787	33,161	
01-0530-2310 Health & Life Insurance	8,436	12,848	8,612	9,124	
01-0530-2320 LT Disability Insurance	569	521	526	1,079	
01-0530-2400 Workers' Compensation	276	241	280	200	
PERSONNEL SUBTOTAL	180,427	216,154	194,664	206,104	6%
01-0530-3143 Professional Services	35,909	14,928	25,000	76,200	
01-0530-3490 Contractual Services	748	1,016	720	720	
01-0530-4000 Travel & Per Diem	728	-	1,000	1,000	
01-0530-4110 Phone and Internet	792	687	1,390	1,452	
01-0530-4120 Postage	561	592	750	750	
01-0530-4310 Electricity	3,037	2,677	3,000	3,000	
01-0530-4320 Water/Sewer	59	62	179	179	
01-0530-4512 Insurance	613	613	739	651	
01-0530-4610 Repair & Maintenance	-	-	567	567	
01-0530-4700 Printing	1,879	1,486	2,000	2,000	
01-0530-4800 Promotional Activities	-	-	2,400	2,400	
01-0530-5110 Office Supplies	1,242	230	750	750	
01-0530-5210 Operating Supplies	980	648	1,700	1,700	
01-0530-5410 Books & Publications	-	-	-	-	
01-0530-5430 Dues/Memberships	230	45	650	650	
01-0530-5440 Training	1,728	25	500	500	
OPERATING SUBTOTAL	48,506	23,009	41,345	92,519	124%
TOTAL ADMINISTRATION & PLANNING	228,933	239,163	236,009	298,623	27%

COMMUNITY DEVELOPMENT

Budgetary Highlights

Code Administration & Inspection Division

The total budget for the Code Administration & Inspection Division is increasing 12% over the prior year's budget. Personnel costs reflect the addition of a new part-time Information Clerk (0.5 FTE) to assist with clerical and customer service duties. The operating budget reflects a 13% increase due to additional funding for contracted County inspections based on historical spending.

<u>Line Item Budget</u>	FY 2017 Actual	FY 2018 Budget	FY 2019 Budget	FY 2020 Budget	% Chg
01-0524-1200 Salaries full-time	233,059	122,737	250,864	190,853	
01-0524-1310 Salaries part-time		61,829	-	79,557	
01-0524-1400 Overtime	-	441	-	-	
01-0524-1509 Allowances	-	-	480	1,800	
01-0524-2100 FICA	17,009	13,835	19,579	20,788	
01-0524-2210 Retirement	16,921	13,912	20,721	25,406	
01-0524-2310 Health/Life Insurance	32,263	15,116	24,783	33,951	
01-0524-2320 L/T Disability	1,341	1,198	1,578	1,743	
01-0524-2400 Workers' Compensation	3,012	3,007	3,492	9,576	
PERSONNEL SUBTOTAL	303,605	232,075	321,497	363,674	13%
01-0524-3437 Professional Services	-	-	-	-	
01-0524-3438 County Inspections	8,532	24,624	2,700	25,000	
01-0524-3462 Contractual- Data Processing	5,848	12,319	10,518	14,300	
01-0524-3490 Contractual Other	4,772	3,197	5,485	5,485	
01-0524-3701 Administrative Allocation	131,785	131,785	131,785	131,785	
01-0524-4000 Travel & Per Diem	1,663	583	1,900	1,900	
01-0524-4110 Phone & Internet	3,626	3,444	5,100	5,400	
01-0524-4120 Postage	1,411	1,824	1,675	1,675	
01-0524-4300 Electric, Water/Sewer	10,290	9,099	9,762	9,762	
01-0524-4490 Rentals & Leases	26,046	26,046	26,046	26,046	
01-0524-4500 Insurance	5,923	5,923	6,879	6,479	
01-0524-4610 Repair & Maintenance	2,168	1,217	2,500	2,100	
01-0524-4790 Printing	228	560	900	900	
01-0524-5110 Office Supplies	2,601	2,516	3,450	3,450	
35-0524-5110 Office Supplies	-	1,438	-	1,000	
01-0524-5210 Operating Supplies	9,385	4,450	3,725	4,800	
01-0524-5410 Books/Pubs/Mbrships	2,851	1,076	1,725	1,675	
01-0524-5440 Training	1,145	403	1,075	1,300	
OPERATING SUBTOTAL	218,274	230,505	215,225	243,057	13%
01-0524-6401 Capital Equipment	-	2,190	-	-	
35-0524-6926 Capital Vehicles	-	17,932	-	-	
CAPITAL SUBTOTAL	-	20,122	-	-	0%
01-0524-6902 Interfund Transfer	5,440	5,440	5,440	-	
OTHER SUBTOTAL	5,440	5,440	5,440	-	0%
TOTAL CODE ADMINISTRATION & INSPECTIONS	527,319	488,142	542,162	606,731	12%

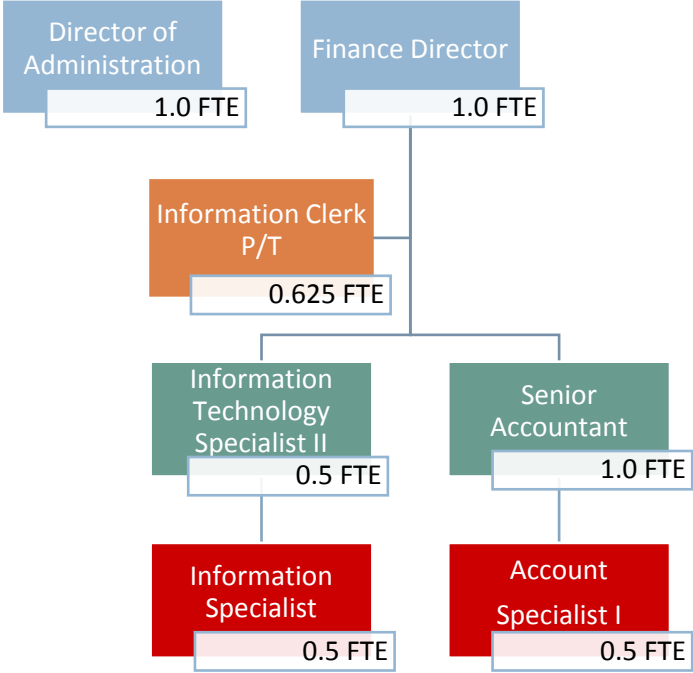
CITY OF SEMINOLE

FY 2019-2020 ADOPTED BUDGET

FINANCE



Finance Department
5.125 FTE



FINANCE DEPARTMENT

Mission Statement

The City of Seminole's Finance Department ensures accountability of public resources by providing sound fiscal management and technological support for City operations, ensuring effective and efficient delivery of government services.

Description of Responsibilities

The Finance Department oversees the investment of City assets, financial management and reporting, the annual budget and CIP process, as well as managing and supporting network infrastructure. The Department is composed of two divisions: Administration, which includes citywide Information Technology services, recording audio of public meetings and front desk support at City Hall. The Finance Division is responsible for accounts payable, payroll, accounting, and financial reporting. Daily operations include:

- Executing financial policies established by the City Council and City Manager;
- Providing timely payments to city vendors and creditors;
- Maintaining fixed assets, processing payroll, and producing the annual audit and financial reports;
- Supporting the City's network infrastructure and assisting in the procurement, implementation and maintenance of hardware and software;
- Coordinating the Annual Budget and Capital Improvement Plan each year;
- Ensuring compliance with all applicable federal, state, and local laws and accounting principles.

Budget Summary

BY EXPENSE CATEGORY	FY 2017 Actual	FY 2018 Actual	FY 2019 Budget	FY 2020 Budget	% Chg
Personnel	422,705	421,426	522,075	513,685	
Operating	125,435	117,639	143,060	151,901	
Capital	-	-	-	-	
Other	1,171,793	584,405	45,210	28,750	
Total	1,719,933	1,123,470	710,345	694,336	-2%

BY FUND	FY 2017 Actual	FY 2018 Actual	FY 2019 Budget	FY 2020 Budget	% Chg
General Fund	1,719,933	1,123,470	710,345	659,186	
CIP Fund	-	-	-	35,150	
Total	1,719,933	1,123,470	710,345	694,336	-2%

FINANCE DEPARTMENT

STAFFING

Full-Time Positions	Actual	Budget	Budget	Budget	Change
Director of Administration	1	1	1	1	0
Finance Director	0	1	1	1	0
Senior Accountant	1	1	1	1	0
Account Specialist I	0.625	0.625	0.5	0.5	0
IT/IS Manager	0	0	0	0.5	0.5
Information Tech. Specialist	0.5	0.5	0.5	0.5	0
Information Tech. Specialist II	0.5	0.5	0.5	0	-0.5
Administrative Assistant II	1	0	0	0	0
Part-Time Positions					
Information Clerk	0	1.125	0.625	0.625	0
TOTAL FTE	4.625	5.75	5.125	5.125	0

Service Measures

	FY 2017 Actual	FY 2018 Actual	FY 2019 Actual	FY 2020 Projected
Purchase Orders Issued	2,918	2,709	2,718	2,750
Live Checks Issued/Voided	3,173/43	2,879/28	2,810/53	2,088/45
Payroll Processed by Direct Deposit	100%	100%	100%	100%
Payroll Direct Deposit Transactions	3,085	3,520	4,177	4,180
Management and support of citywide devices	N/A	271	288	306
Council meetings recorded, broadcast, edited and posted on web	N/A	33	37	35*

* City Council discontinued the broadcast and web replay of Council Meetings in April 2019. Meetings are still recorded for public records requests.



The City of Seminole has received 12 consecutive Distinguished Budget Awards and 20 consecutive Excellence in Financial Reporting Awards from the Government Finance Officers Association (GFOA).

Budgetary Highlights

Administration Division

Within the Administration Division, total expenses are decreasing 7% over prior year budget levels. Personnel costs have decreased 9%. The salary projection for the Director of Administration position, which is currently vacant, was reduced slightly in the FY 2020 Budget. Operating costs are increasing 12% due to a \$5,000 increase in promotional activities for citywide employee appreciation initiatives and a \$6,400 increase in operating supplies to replace network switches. No capital expenditures or interfund transfers are budgeted.

FINANCE DEPARTMENT

Administration Division

<u>Line Item Budget</u>	FY 2017	FY 2018	FY 2019	FY 2020	% Chg
	Actual	Actual	Budget	Budget	
01-0516-1200 Salaries	226,936	194,827	189,663	180,259	
01-0516-1310 Overtime	12	-	16,760	-	
01-0516-1503 Education Pay	3,960	2,640	2,482	1,320	
01-0516-1509 Cell Phone Allowance	1,040	760	480	480	
01-0516-2100 FICA	16,894	14,709	13,080	13,796	
01-0516-2210 Retirement	36,019	29,323	27,515	28,164	
01-0516-2310 Health & Life Insurance	25,690	21,048	24,970	24,778	
01-0516-2320 LT Disability Insurance	1,192	526	922	992	
01-0516-2400 Workers' Compensation	424	424	222	221	
01-0516-2500 Unemployment Comp.	(344)	-	1,500	1,500	
PERSONNEL SUBTOTAL	311,823	264,257	277,594	251,510	-9%
01-0516-3101 Professional Services	7,338	12,421	7,500	7,500	
01-0516-3430 Contractual Services	3,650	6,912	4,201	4,201	
01-0516-4000 Travel & Per Diem	1,104	574	1,350	1,350	
01-0516-4110 Phone & Internet	2,635	2,459	2,275	2,275	
01-0516-4120 Postage	2,048	2,356	2,900	2,900	
01-0516-4310 Electric/Water/Sewer	13,932	12,324	13,320	13,320	
01-0516-4410 Leases	1,221	1,087	2,000	2,000	
01-0516-4500 Insurance	38,405	38,999	39,450	39,906	
01-0516-4610 Repair & Maintenance	1,817	1,527	1,375	1,375	
01-0516-4790 Printing	5,370	3,154	6,200	6,200	
01-0516-4800 Promotional Activities	2,828	1,424	2,000	7,000	
01-0516-4920 Other Current Charges	1,976	3,673	4,550	4,550	
01-0516-5110 Office Supplies	1,862	2,247	1,650	1,650	
35-0516-5110 Office Supplies	-	1,317	-	-	
01-0516-5210 Operating Supplies	4,022	6,207	4,050	4,050	
35-0516-5290 Operating Supplies	-	-	-	6,400	
01-0516-5410 Book & Publications	-	-	100	100	
01-0516-5430 Memberships	704	435	160	160	
01-0516-5440 Training	740	135	8,750	8,750	
OPERATING SUBTOTAL	89,652	97,251	101,831	113,687	12%
01-0516-6905 Interfund Transfer	1,158,870	207,735	45,210	-	
35-0516-6400 Capital Equipment	-	-	-	28,750	
01-0516-9903 Hurricane Irma Expenses	12,923	376,670	-	-	
OTHER SUBTOTAL	1,171,793	584,405	45,210	28,750	0%
ADMINISTRATION DIVISION TOTAL	1,573,268	945,913	424,635	393,947	-7%

FINANCE DEPARTMENT

Budgetary Highlights

Finance Division

Within the Finance Division, personnel costs are increasing 7% and reflect a budgeted 5% merit increase and incremental increases in ancillary costs. Operating costs are decreasing 7% over prior year level. The primary factor for the operating decrease is the 80% reduction in banking service fees over the prior year's budget due to recently negotiated contracts with the City's banking relationships. Of note within the operating budget, grantwriting services (\$7,500) have been transferred from the Recreation Department to Finance. No capital or interfund transfers are programmed for FY 2020.

<u>Line Item Budget</u>	FY 2017 Actual	FY 2018 Actual	FY 2019 Budget	FY 2020 Budget	% Chg
01-0513-1200 Salaries	81,749	114,865	166,963	177,948	
01-0513-1503 Education Pay	1,320	1,540	2,640	2,640	
01-0513-2100 FICA	6,073	8,443	12,967	13,830	
01-0513-2210 Retirement	6,315	13,060	27,064	31,390	
01-0513-2310 Health & Life Insurance	14,191	18,012	33,049	34,640	
01-0513-2320 LT Disability Insurance	1,079	1,094	1,578	1,487	
01-0513-2400 Workers' Compensation	155	155	220	240	
PERSONNEL SUBTOTAL	110,882	157,169	244,481	262,175	7%
01-0513-3200 Professional Services	18,134	5,450	18,550	12,000	
01-0513-3400 Contractual Services	7,575	6,386	7,340	14,840	
01-0513-4000 Travel & Per Diem	653	354	3,650	3,150	
01-0513-4110 Phone & Internet	722	662	719	719	
01-0513-4120 Postage	1,825	1,729	2,000	2,000	
01-0513-4790 Printing	170	171	580	580	
01-0513-4909 Bank Fees	4,493	3,399	4,500	800	
01-0516-5110 Office Supplies	1,152	559	975	975	
01-0516-5210 Operating Supplies	457	1,248	475	475	
01-0516-5410 Book & Publications	100	120	160	160	
01-0516-5430 Memberships	55	75	310	545	
01-0516-5440 Training	447	235	1,970	1,970	
OPERATING SUBTOTAL	35,783	20,388	41,229	38,214	-7%
FINANCE DIVISION TOTAL	146,665	177,557	285,710	300,389	5%

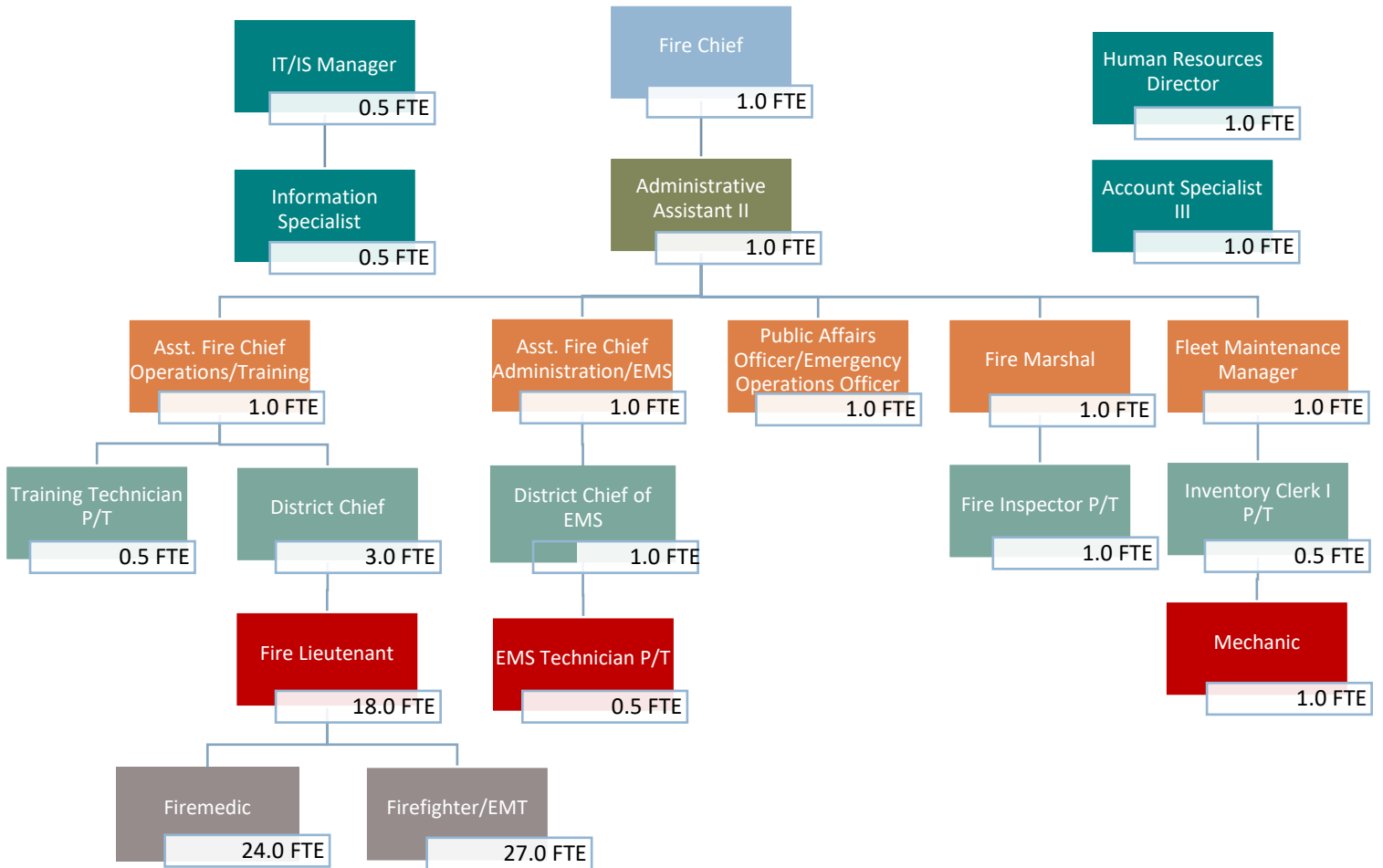
CITY OF SEMINOLE

FY 2019-2020 ADOPTED BUDGET

FIRE RESCUE



Fire / Rescue Department
86.5 FTE



FIRE RESCUE DEPARTMENT

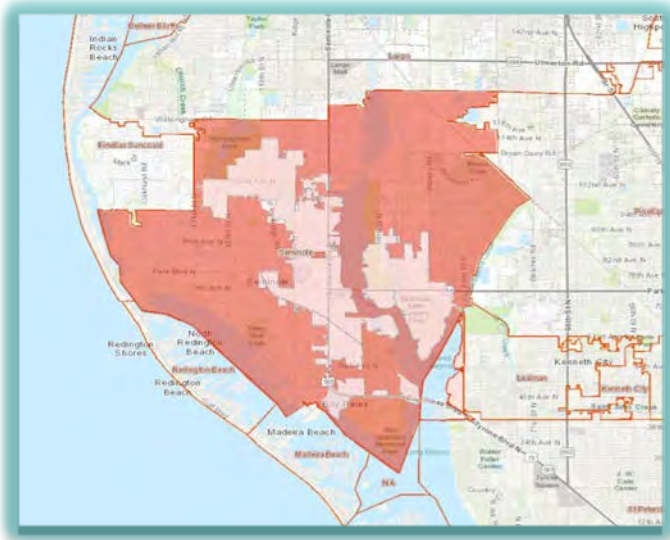
Mission

As a professional organization, the City of Seminole Fire Rescue Department is dedicated to providing a wide range of emergency and non-emergency public services for the health, safety and welfare of the citizens of the Seminole Fire District.

Description of Responsibilities

The Fire Rescue Department is divided into six divisions: Fire Administration, Emergency Medical Services (EMS), Life Safety Services, Fire Training, Fleet Maintenance, and Fire Operations.

EMS and Fire Operations personnel are divided into three shifts, each lasting twenty-four hours. The Department operates from four fire stations providing comprehensive public safety services that include emergency fire, rescue, hazardous materials mitigation and medical services, fire prevention and code enforcement, and public education.



*Seminole Fire District in red,
including city limits shown in pink*

In addition to providing emergency services for the City of Seminole, the City contracts with: Pinellas County for emergency fire protection and EMS services to the unincorporated area surrounding the City, the Bay Pines Veterans Administration complex, and the Towns of Redington Beach, North Redington Beach and Redington Shores through joint Seminole/Madeira Beach fire protection interlocal agreements. The Seminole Fire District's service area covers 25 square miles and protects approximately 110,000 residents.

The Department funds 84 full-time and 5 part-time positions and staffs four advanced life support (ALS) fire engines, one aerial Basic Life Support (BLS) truck, an ALS support heavy rescue vehicle and a District Chief vehicle on a 24-hour a day basis. A hazardous materials vehicle, a brush fire fighting vehicle, a marine unit, and a number of support vehicles are staffed as needed. All field personnel and officers are State of Florida certified firefighters and are either Emergency Medical Technicians (EMTs) or Paramedics. The Insurance Services Office (ISO) Public Protection Classification rating for the Seminole Fire District is a Class 1 rating (on a ten-point scale with one being the best).



FIRE RESCUE DEPARTMENT

Budget Summary

BY EXPENSE CATEGORY	FY 2017	FY 2018	FY 2019	FY 2020	
	Actual	Actual	Budget	Budget	% Chg
Personnel	6,707,531	7,082,415	7,422,801	8,186,257	
Operating	1,289,130	1,366,388	1,431,680	1,475,117	
Capital	75,287	591,792	51,780	965,750	
Other	267,380	267,380	145,720	-	
Total	8,339,328	9,307,975	9,051,981	10,627,124	17%

BY FUND	FY 2017	FY 2018	FY 2019	FY 2020	
	Actual	Actual	Budget	Budget	% Chg
General Fund	8,331,977	8,968,449	9,051,981	9,992,624	
Grants Fund	7,351	37,551	-	1,000	
Local Infra. Sales Tax Fund	-	-	-	150,000	
CIP Fund	-	301,975	-	483,500	
Total	8,339,328	9,307,975	9,051,981	10,627,124	17%

STAFFING

Full-Time Positions	Actual	Budget	Budget	Budget	Change
Fire Chief	1	1	1	1	0
Asst. Fire Chief- Admin. & EMS	1	1	1	1	0
Asst. Fire Chief- Ops. & Training	1	1	1	1	0
District Chief	3	3	3	3	0
EMS Chief	0	0	0	1	1
Lieutenant	15	15	15	18	3
FF/Paramedic	24	24	24	24	0
Firefighter/EMT	27	27	27	27	0
Fire Marshall	1	1	1	1	0
Fire Inspector	1	1	1	0	-1
Public Affairs Officer/EM Coord.	1	1	1	1	0
Maintenance Supervisor	1	1	1	1	0
Mechanic	1	1	1	1	0
Administrative Assistant II	1	1	1	1	0
Human Resources Director*	1	1	1	1	0
Office Specialist II**	1	1	0	0	0
Office Specialist III**	0	0	1	1	0
IT/IS Manager***	0	0	0	0.5	0.5
IT Specialist***	0.5	0.5	0.5	0.5	0
IT Specialist II***	0.5	0.5	0.5	0	-0.5
Part-Time Positions					
Fire Inspector	1	0	0	1	1
Training Technician	0.5	0.5	0.5	0.5	0
Counter Clerk	0.5	0.5	0.5	0.5	0
EMS Technician	0.5	0.5	0.5	0.5	0
TOTAL FTE	83.5	82.5	82.5	86.5	4

* Position is funded by Fire Administration but reports to City Manager.

** Position funded by Fire Administration but operates in Finance Department.

*** Positions partially funded by Fire Administration but operate in Finance Department.

FIRE RESCUE DEPARTMENT

<u>Service Measures & Goals</u>	FY 2017 Actual	FY 2018 Actual	FY 2019 Budget	FY 2019 Actual	FY 2020 Projected
Total Department Responses	12,762	12,682	12,555 (-1%)	12,713	11,700*
Response Time Compliance	95.6%	94.4%	95.0%	95.5%	96.0%
Percentage of Responses Handled by First Due					
Fire Station 29	92.4%	91.7%	>90%	90.2%	>90%
Fire Station 30	81.6%	82.0%	>90%	80.9%	>90%
Fire Station 31	86.0%	86.3%	>90%	82.39%	>90%
Fire Station 32	83.6%	80.6%	>90%	82.18%	>90%
Number of Periodic Fire Inspections	714	652	800	261**	600
Number of Residents Taught Fire Safety	8,671	8,352	8,600 (+3%)	8,706	7,500**
Number of Residents Taught CPR, AED or First Aid Education	292	289	300 (+3%)	355	250***
Number of Community Emergency Response Team (CERT) Training Graduates	35	32	30	40	30

* Total call volume dropping due to newly implemented countywide Growth Management Initiative.

** Fire Safety education reduction is due to staffing vacancy.

*** CPR/AED/First Aid training reduction is due to staffing vacancy.

Budgetary Highlights

Fire Administration Division

Fire Administration expenses are increasing 56% over prior year budgeted levels. The personnel category within Fire Administration also funds support positions within other Departments including: Human Resources Director (City Manager Dept.), Office Specialist III (Finance Dept.) and half of the two IT positions (Finance Dept.). Personnel costs are projected to increase 7% due to budgeted merit increases of 5% and the reclassification of IT personnel and the HR Director. Operating costs are increasing 3% in FY 2020. Capital outlay in FY 2020 includes replacement of Engine #30 and \$150,000 for preliminary engineering and design of a new Fire Station in the Bay Pines area.

FIRE RESCUE DEPARTMENT

Fire Administration Division

<u>Line Item Budget</u>	FY 2017	FY 2018	FY 2019	FY 2020	% Chg
	Actual	Actual	Budget	Budget	
01-1522-1200 Salaries	341,855	351,057	371,420	395,822	
01-1522-1400 Overtime	2,071	619	2,240	2,240	
01-1522-1503 Education Pay		7,920		5,160	
01-1522-1500 Allowances	9,566	1,620	7,070	1,440	
01-1522-2100 FICA	25,995	26,092	28,630	30,789	
01-1522-2230 Retirement	36,532	38,786	42,310	47,862	
01-1522-2310 Health & Life Insurance	73,466	72,065	77,010	81,044	
01-1522-2320 LT Disability Insurance	3,071	2,662	2,710	3,662	
01-1522-2400 Workers' Compensation	5,375	5,418	6,100	6,316	
PERSONNEL SUBTOTAL	497,931	506,239	537,490	574,335	7%
01-1522-3101 Professional Services	49,479	55,398	51,020	51,056	
01-1522-3400 Contractual Services	41,458	40,849	35,120	35,350	
01-1522-4000 Travel & Per Diem	4,034	1,316	4,400	4,655	
01-1522-4110 Phone & Internet	15,260	14,963	14,900	15,560	
01-1522-4120 Postage	1,369	1,676	1,200	1,200	
01-1522-4310 Electricity	25,805	23,068	23,000	23,000	
01-1522-4320 Water/Sewer	494	514	530	530	
01-1522-4490 Rentals & Leases	70,810	71,378	71,930	71,930	
01-1522-4500 Insurance	40,220	27,515	29,170	28,977	
01-1522-4610 Repair & Maintenance	10,845	3,762	8,920	10,300	
01-1522-4721 Printing	704	395	1,100	1,100	
01-1522-4910 Other Current Expenses	496	1,170	500	500	
01-1522-5110 Office Supplies	5,347	5,140	5,000	5,000	
01-1522-5210 Operating Supplies	11,962	14,245	13,350	14,950	
13-0522-5239 Fire Safety Grant Operating Suppli	-	-	-	1,000	
13-0522-5277 Safety Grant- Supplies	7,351	6,814	-	-	
01-1522-5400 Books, Pubs. & Mbrshps.	1,248	1,512	1,750	1,740	
01-1522-5440 Training	3,100	2,193	3,100	4,850	
OPERATING SUBTOTAL	289,982	271,910	264,990	271,698	3%
21-0522-6200 Capital Buildings	-	-	-	150,000	
35-0522-6400 Capital Equipment	-	-	-	483,500	
13-0522-6410 Capital Equipment	-	30,737	-	-	
01-1522-6400 Capital Equipment	-	88,409	6,000	6,000	
35-0522-6917 Capital Equipment	-	301,975	-	-	
CAPITAL SUBTOTAL		421,121	6,000	639,500	N/A
01-1522-6903 Interfund Transfer	-	-	145,720	-	
OTHER SUBTOTAL			145,720		N/A
TOTAL FIRE ADMINISTRATION	787,913	1,199,269	954,200	1,485,533	56%

FIRE RESCUE DEPARTMENT

Budgetary Highlights

EMS Division

EMS costs are increasing 8% in aggregate for FY 2020. Within personnel, the budget reflects a 10% increase due to the addition of a new District Chief of EMS position (1.0 FTE). Operating cost are decreasing 1%.

<u>Line Item Budget</u>	FY 2017 Actual	FY 2018 Actual	FY 2019 Budget	FY 2020 Budget	% Chg
01-1622-1200 Salaries	1,033,411	1,026,363	1,050,930	1,196,996	
01-1622-1202 Relief Staffing	240,000	290,000	374,331	389,147	
01-1622-1402 Overtime	110,558	74,144	-	-	
01-1622-1503 Special Pays	11,073	14,469	35,730	33,450	
01-1622-1509 Allowances	520	5,300	480	4,900	
01-1622-2100 FICA	79,360	79,550	83,150	91,925	
01-1622-2230 Retirement	148,707	207,997	160,610	168,549	
01-1622-2310 Health & Life Insurance	233,348	191,977	247,140	269,207	
01-1622-2320 LT Disability Insurance	7,970	8,138	8,420	10,935	
01-1622-2400 Workers' Compensation	39,134	39,344	45,260	42,407	
01-1622-2500 Unemployment Compensation	-	-	2,000	2,125	
PERSONNEL SUBTOTAL	1,904,080	1,937,282	2,008,051	2,209,641	10%
01-1622-3101 Professional Services	20,542	26,596	26,410	27,250	
01-1622-3701 Administrative Charge	-	-	-	-	
01-1622-4310 Electricity	-	-	-	-	
01-1622-4500 Insurance	70,952	88,600	92,720	93,438	
01-1622-4660 Repair & Maintenance	115,134	138,115	125,500	121,820	
01-1622-4912 Licenses & Permits	2,620	480	2,570	600	
01-1622-5240 Operating Supplies	67,766	93,200	97,550	98,510	
01-1622-5430 Memberships	100	100	100	290	
OPERATING SUBTOTAL	277,114	347,091	344,850	341,908	-1%
TOTAL EMS	2,181,194	2,284,373	2,352,901	2,551,549	8%



FIRE RESCUE DEPARTMENT

Budgetary Highlights

Life Safety Services Division

Life Safety Services Division

The total costs within the Life Safety Division are increasing 3% in FY 2020. Personnel costs are increasing a nominal 2% and operating increases include the cost of contractual services for fire inspection software and an increase in the training budget.



Line Item	Budget	FY 2017 Actual	FY 2018 Actual	FY 2019 Budget	FY 2020 Budget	% Chg
01-1722-1200	Salaries	159,694	188,342	173,640	170,664	
01-1722-1400	Overtime	1,376	1,542	1,300	1,300	
01-1722-1503	Special Pay	2,580	229	600	600	
01-1722-1504	Allowances	1,040	960	1,610	1,260	
01-1722-2100	FICA	12,005	13,683	13,430	13,304	
01-1722-2210	Retirement	12,118	14,898	14,390	16,260	
01-1722-2310	Health/Life Insurance	23,473	33,860	31,240	37,586	
01-1722-2320	LT Disability Insurance	635	864	1,450	1,583	
01-1722-2400	Workers' Compensation	5,805	15,559	6,750	6,990	
	PERSONNEL SUBTOTAL	218,726	269,937	244,410	249,547	2%
01-1722-3101	Professional Services	620	720	1,160	1,340	
01-1722-3400	Contractual Services- Technology	-	-	-	2,160	
01-1722-4000	Travel & Per Diem	79	544	1,810	2,230	
01-1722-4110	Phone & Internet	2,958	2,660	2,970	3,100	
01-1722-4120	Postage	21	-	100	390	
01-1722-4520	Insurance	1,760	1,492	1,760	1,468	
01-1722-4660	Repair & Maintenance	1,581	1,057	1,960	1,500	
01-1722-4721	Printing	-	500	500	500	
01-1722-4912	Licenses & Permits	-	-	100	-	
01-1722-5110	Office Supplies	905	802	700	700	
01-1722-5240	Operating Supplies	5,593	10,132	7,590	7,450	
01-1722-5410	Books & Publications	1,305	2,028	1,930	2,000	
01-1722-5430	Memberships	310	395	490	490	
01-1722-5440	Training	7,925	7,174	8,960	10,480	
	OPERATING SUBTOTAL	23,057	27,504	30,030	33,808	13%
	TOTAL LIFE SAFETY SERVICES	241,783	297,441	274,440	283,355	3%

FIRE RESCUE DEPARTMENT

Budgetary Highlights

Fire Training Division

The Fire Training Division budget is increasing 2% over the prior year's budget. Personnel costs in the Fire Training division reflect a 4% increase based on maximum allowable merit increases for FY 2020. Operating are budgeted to increase 16% due to the budgeted replacement of fitness equipment (\$9,300). No capital expenses are projected for FY 2020.

<u>Line Item Budget</u>	FY 2017 Actual	FY 2018 Actual	FY 2019 Budget	FY 2020 Budget	% Chg
01-1822-1200 Salaries Full-time	81,906	70,578	85,170	76,928	
01-1822-1310 Salaries Part-time		12,145		12,432	
01-1822-1500 Special Pays	810	600	860	-	
01-1822-1500 Allowances	520	700	480	740	
01-1822-2100 FICA	5,819	5,862	6,560	6,873	
01-1822-2210 Retirement	7,980	11,653	11,730	11,914	
01-1822-2230 Health & Life Insurance	17,246	16,626	18,060	19,138	
01-1822-2310 LT Disability Insurance	-	-	520	704	
01-1822-2320 Workers' Compensation	4,042	4,483	4,500	4,660	
PERSONNEL SUBTOTAL	118,323	122,647	127,880	133,389	4%
01-1822-3101 Professional Services	555	580	610	740	
01-1822-4000 Travel & Per Diem	1,040	1,255	2,450	2,510	
01-1822-4110 Phone & Internet	1,082	998	1,000	1,150	
01-1822-4120 Postage	53	15	100	100	
01-1822-4520 Insurance	480	480	480	400	
01-1822-4600 Repair & Maintenance	533	4,801	1,600	2,450	
01-1822-5110 Office Supplies	390	609	400	400	
01-1822-5210 Operating Supplies	5,098	5,916	8,040	17,650	
01-1822-5410 Dues & Memberships	797	1,169	1,060	1,060	
01-1822-5440 Training	13,779	20,738	20,800	17,600	
01-1822-5490 Tuition Reimbursement	4,467	2,200	10,000	10,000	
OPERATING SUBTOTAL	28,274	38,761	46,540	54,060	16%
01-1822-6490 Capital Equipment	-	-	9,300	-	
CAPITAL SUBTOTAL			9,300		100%
TOTAL FIRE TRAINING DIVISION	146,597	161,409	183,720	187,449	2%



FIRE RESCUE DEPARTMENT

Budgetary Highlights

Fleet Maintenance Division

Increases in the FY 2020 Fleet Maintenance Division budget result in a 63% increase over the prior year's budget. Personnel costs increasing are associated with the budgeted merit increase of up to 5%. Operating costs are decreasing 17% as the number of contracted repairs for neighboring fire districts' equipment and vehicles decreases. Capital costs for FY 2020 include \$140,000 to replace the roof at the Fleet Maintenance building and \$76,250 to fund Fire Rescue's share of replacing the City's fuel management system.



Line Item Budget	FY 2017 Actual	FY 2018 Actual	FY 2019 Budget	FY 2020 Budget	% Chg
01-1922-1200 Salaries full-time	142,199	128,207	140,840	133,491	
01-1922-1310 Salaries part-time	-	12,237	-	13,160	
01-1922-1400 Overtime	41	-	1,250	1,250	
01-1922-1500 Allowances	1,040	960	1,000	1,000	
01-1922-2100 FICA	10,305	10,140	10,870	11,256	
01-1922-2210 Retirement	12,124	12,299	12,860	14,048	
01-1922-2310 Health & Life Insurance	29,468	27,339	30,270	31,005	
01-1922-2320 Long-term Disability Insurance	-	995	-	1,219	
01-1922-2400 Workers' Compensation	2,915	3,197	3,350	3,164	
PERSONNEL SUBTOTAL	198,093	195,373	200,440	209,593	5%
01-1922-3101 Professional Services	-	3,247	150	150	
01-1922-3424 Contractual Services	3,418	15	4,730	4,490	
01-1922-4000 Travel & Per Diem	11	1,896	-	-	
01-1922-4110 Phone, Internet & Postage	2,031	109	2,300	2,400	
01-1922-4120 Postage	136		200	200	
01-1922-4310 Electricity	6,262	6,100	6,100	6,100	
01-1922-4320 Water, Sewer	639	482	600	600	
01-1922-4330 Propane	-	-	300	300	
01-1922-4512 Insurance	6,064	4,617	5,780	4,984	
01-1922-4600 Repair & Maintenance	6,041	4,791	11,130	14,200	
01-1922-4922 Licenses & Permits	90	50	140	175	
01-1922-5110 Office Supplies	34	162	100	200	
01-1922-5210 Operating Supplies	14,374	15,638	17,730	6,790	
01-1922-5440 Training	60	-	400	400	
OPERATING SUBTOTAL	39,160	37,107	49,660	40,989	-17%
01-1922-6200 Capital Buildings	-	-	-	140,000	
01-1922-6490 Capital Equipment	-	5,989	36,480	76,250	
CAPITAL SUBTOTAL		5,989	36,480	216,250	493%
TOTAL FLEET MAINTENANCE DIVISION	237,253	238,469	286,580	466,832	63%

FIRE RESCUE DEPARTMENT

Budgetary Highlights

Fire Operations Division

The Fire Operations Division budget is increasing 13% over the FY 2019 Budget. Personnel increases of 12% reflect the addition of three Lieutenant positions (3.0 FTE) and wage increases in accordance with the City's contract with IAFF Local 2896 for FY 2020. An operating increase of 5% is due to an increase in the administrative charge recovered by the City, as well as electric, utility, and operating supply costs based on historical actuals. The increase in operating supplies is due to a peak replacement year in personnel protective equipment (PPE), which is replaced every 10 years in accordance with National Fire Protection Association standards. These costs will fluctuate within the ten-year replacement cycle based on the number of replacements that reach the end of their useful life in their tenth year of service. Capital outlay in FY 2020 includes replacement of the breathing air fill station for \$110,000.

Line Item Budget	FY 2017 Actual	FY 2018 Actual	FY 2019 Budget	FY 2020 Budget	% Chg
01-2522-1200 Salaries full-time	2,291,039	2,360,286	2,616,490	3,088,748	
01-2522-1310 Salaries part-time		16,414		17,651	
01-2522-1402 Overtime	286,637	167,084	131,580	129,381	
01-2522-1503 Special Pay		85,194		56,070	
01-2522-1504 Allowances	100,149	13,340	88,000	13,823	
01-2522-2100 FICA	214,267	211,944	235,320	246,091	
01-2522-2210 Retirement	251,411	530,504	447,940	460,375	
01-2522-2310 Health & Life Insurance	525,077	541,179	660,110	629,570	
01-2522-2320 Long-term Disability Insurance		21,067		29,112	
01-2522-2400 Workers' Compensation	101,798	103,925	125,090	138,931	
PERSONNEL SUBTOTAL	3,770,378	4,050,937	4,304,530	4,809,752	12%
01-2522-3110 Professional Services	29,074	23,647	38,420	38,420	
01-2522-3400 Contractual Services	47,611	46,436	54,790	56,250	
01-2522-3504 Administrative Charges	208,350	216,100	223,810	247,176	
01-2522-4000 Travel & Per Diem	2,783	872	6,190	5,620	
01-2522-4110 Phone & Internet	20,029	18,433	20,100	24,740	
01-2522-4120 Postage	117	541	750	500	
01-2522-4311 Electricity	52,371	55,936	47,590	56,000	
01-2522-4310 Water/Sewer & Storm. Fees	11,067	9,023	11,200	11,200	
01-2522-4330 Natural Gas	4,582	4,752	6,000	5,500	
01-2522-4333 Propane	2,736	1,655	2,050	1,500	
01-2522-4512 Insurance	29,769	22,804	30,270	26,608	
01-2522-4600 Repair & Maintenance	71,217	88,282	85,700	86,240	
01-2522-4721 Printing	168	113	250	250	
01-2522-4912 Licenses & Permits	1,270	(181)	1,690	480	
01-2522-5110 Office Supplies	2,770	4,337	2,750	2,750	
01-2522-5210 Operating Supplies	146,076	148,506	157,090	162,460	
01-2522-5410 Books, Pubs. & Mbrships.	578	211	1,230	1,230	
01-2522-5440 Training	975	2,548	5,730	5,730	
OPERATING SUBTOTAL	631,543	644,015	695,610	732,654	5%
01-2522-6400 Capital Equipment	75,287	164,682	-	110,000	
CAPITAL SUBTOTAL	75,287	164,682	-	110,000	N/A
01-2522-6904 Interfund Transfer	267,380	267,380	-	-	
OTHER SUBTOTAL	267,380	267,380	-	-	N/A
TOTAL FIRE OPERATIONS	4,744,588	5,127,014	5,000,140	5,652,406	13%



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CITY OF SEMINOLE

FY 2019-2020 ADOPTED BUDGET

LAW ENFORCEMENT

LAW ENFORCEMENT

Description of Responsibilities

Law enforcement services are provided through a contract with the Sheriff of Pinellas County. Services include a full range of traditional police services such as patrol, traffic enforcement, community policing, investigations, detention, and prosecution. Special law enforcement services are also provided, such as canine, drug intervention and special operations.

The City Manager works with the Pinellas County Sheriff's Department, our contractor for law enforcement protection, to provide quality public safety to the citizens of Seminole using traffic units, community police officers and adjusting the number and location of citywide patrols as needed.

Budget Summary

BY EXPENSE CATEGORY	FY 2017 Actual	FY 2018 Actual	FY 2019 Budget	FY 2020 Budget	% Chg
Personnel	-	-	-	-	
Operating	1,663,741	1,721,662	1,850,223	1,904,568	
Capital	-	-	-	-	
Other	-	-	-	-	
Total	1,663,741	1,721,662	1,850,223	1,904,568	3%

BY FUND	FY 2017 Actual	FY 2018 Actual	FY 2019 Budget	FY 2020 Budget	% Chg
General Fund	1,663,741	1,721,662	1,850,223	1,904,568	
Total	1,663,741	1,721,662	1,850,223	1,904,568	3%

STAFFING	FY 2017 Actual	FY 2018 Budget	FY 2019 Budget	FY 2020 Budget	Position Change
Full-Time Positions	0	0	0	0	0
Part-Time & Seasonal Positions	0	0	0	0	0
TOTAL FTE	0	0	0	0	0

Budgetary Highlights

Operating costs for providing law enforcement services have increase 3% in accordance with the FY 2019-2020 contract for services with the Pinellas County Sheriff's Office.

Line Item Budget	FY 2017 Actual	FY 2018 Actual	FY 2019 Budget	FY 2020 Budget	% Chg
01-0521-3440 Sheriff's Office Contractual Svcs.	1,642,504	1,681,696	1,736,088	1,790,468	
01-0521-3490 Other Contractual Services	19,890	38,790	112,635	112,600	
01-0521-4110 Phone & Internet	1,347	1,176	1,500	1,500	
OPERATING SUBTOTAL	1,663,741	1,721,662	1,850,223	1,904,568	3%
TOTAL LAW ENFORCEMENT	1,663,741	1,721,662	1,850,223	1,904,568	3%

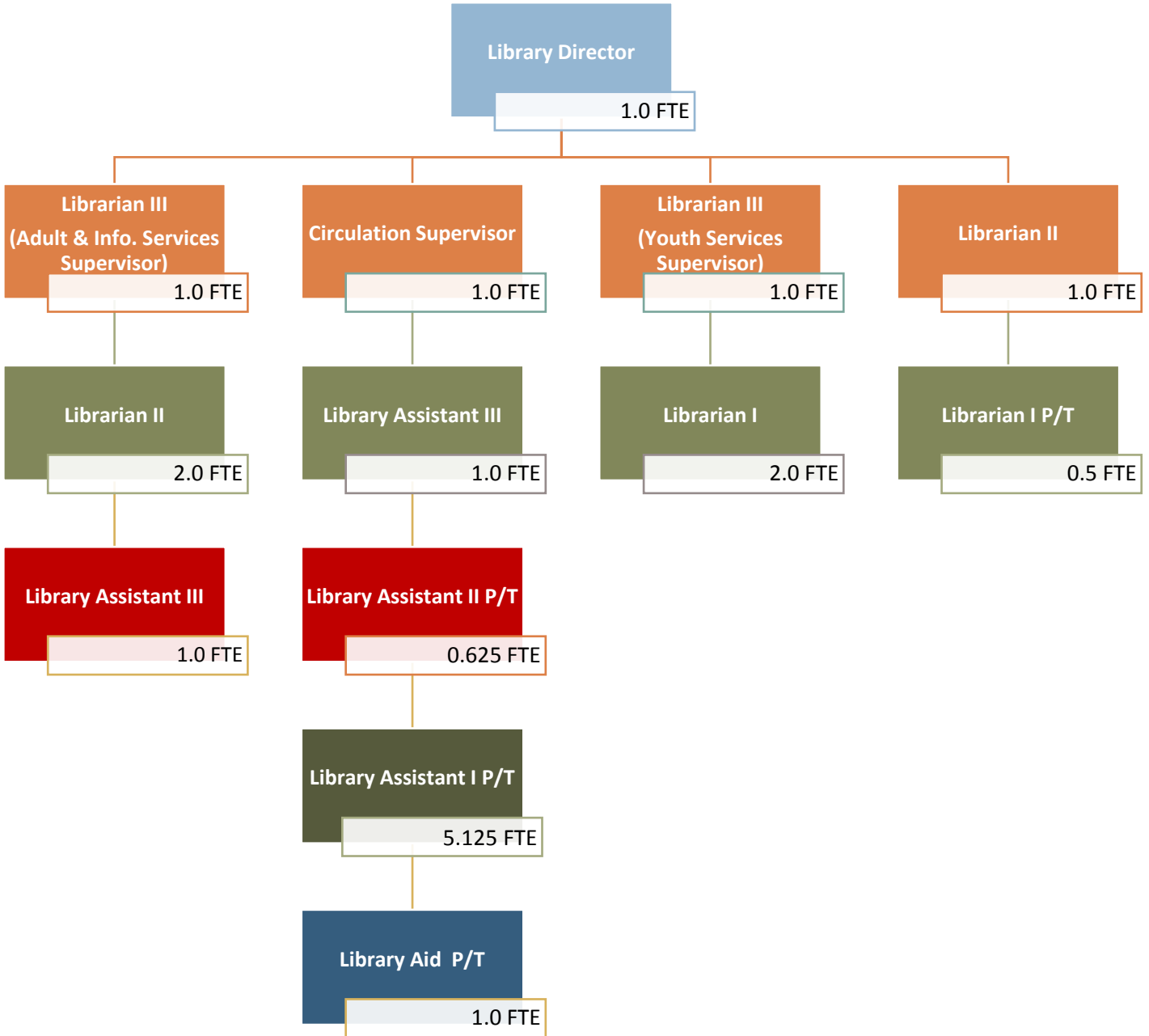
CITY OF SEMINOLE

FY 2019-2020 ADOPTED BUDGET

LIBRARY



Library Department
18.25 FTE



LIBRARY DEPARTMENT

Description of Responsibilities

Library administration provides oversight of all library functions and the library facility; manages the operational and capital budgets; monitors and evaluates employee performance; and coordinates relations with other city departments and divisions, and with other libraries and library organizations. The Technical Services section is responsible for the cataloging of new acquisitions and donations, including books, videos, audio books, and compact disks. Other responsibilities include processing of all items for shelf-readiness, repairing damaged materials, and discarding obsolete or badly damaged materials.

Circulation Services is responsible for check-out, check-in, reserves, overdues and fines associated with all library materials and for library card registrations. The Circulation Supervisor also has responsibility for coordinating the use of library meeting rooms and general supervision of library volunteers. Reference Services help patrons obtain information they require in virtually any subject. Patrons' questions are answered using the library's print collection, electronic databases or the internet. Reference staff members also assist patrons using the library's online catalog and public internet computers, select materials for the adult and young adult (teen) collections, provide interlibrary loan services and maintain the library's website.

Children's Services select age appropriate materials in various formats (books, magazines, CD's, videos); provides reader advisory service for recreational reading and school assignments; conducts programming for pre-school and elementary school age children in the library and through outreach visits; and conducts tours for Scout troops and school classes.

Budget Summary

BY EXPENSE CATEGORY	FY 2017	FY 2018	FY 2019	FY 2020	
	Actual	Actual	Budget	Budget	% Chg
Personnel	948,845	951,548	1,013,212	1,105,183	
Operating	56,081	52,018	61,875	62,625	
Capital	76,283	74,192	80,000	80,000	
Other	1,000	1,000	-	-	
Total	1,082,209	1,078,759	1,155,087	1,247,808	8%

BY FUND	FY 2017	FY 2018	FY 2019	FY 2020	
	Actual	Actual	Budget	Budget	% Chg
General Fund	1,082,209	1,076,125	1,155,087	1,247,808	
CIP Fund	-	2,634	-	-	
Total	1,082,209	1,078,759	1,155,087	1,247,808	8%

LIBRARY DEPARTMENT

Budget Summary

STAFFING

Shown in Full-time Equivalents (FTE)

	FY 2017	FY 2018	FY 2019	FY 2020	Position
	Actual	Budget	Budget	Budget	Change
Full-Time Positions					
Library Director	1	1	1	1	0
Circulation Supervisor	1	1	1	1	0
Librarian III	2	2	2	2	0
Librarian II	3	3	3	3	0
Librarian I	1	1	2	2	0
Library Assistant III	2	2	2	2	0
Part-Time & Seasonal Positions					
Librarian I	0.5	0.5	0.5	0.5	0
Library Assistant II	0.625	0.625	0.625	0.625	0
Library Assistant I	5.75	5.75	5.125	5.125	0
Library Aide	1.1923	1.1923	1	1	0
Library Aide (Seasonal)	0.1923	0.1923	0	0	0
TOTAL FTE	18.2596	18.2596	18.25	18.25	0



Service Measures

	FY 2017	FY 2018	FY 2019	FY 2020
	Actual	Actual	Estimated	Projected
Hours Open to Public	3,678	3,678	3,678	3,678
Circulation Material Pieces	242,638	241,658	247,326	247,000
Library Visitors	251,540	236,598	223,195	221,000
Programs Held	1,026	641	803	850
Program Attendance	26,317	16,261	18,511	20,000
Volunteer Hours	7,790	6,790	6,879	6,900

LIBRARY DEPARTMENT

Budgetary Highlights

The total Library Department budget for FY 2020 is increasing 8% over the prior year. Personnel costs, up 9% over the prior year, include retirement cashout of accrued time for a longstanding employee, which accounts for 2% of the increase, and an increase in retirement, health insurance and disability insurance due to the reclassification of two part-time positions into one full-time position which is eligible for these benefits. This FTE change was reported in the FY 2019 Budget, but the funding was not reflected due to the timing of the change. Operating costs are increasing a modest 1% due to incremental increases in operating supplies.



Line Item Budget	FY 2017 Actual	FY 2018 Actual	FY 2019 Budget	FY 2020 Budget	% Chg
01-0571-1200 Salaries full-time	498,838	507,267	535,867	619,199	
01-0571-1310 Salaries part-time	219,454	210,684	208,872	187,340	
01-0571-1400 Overtime	410	2,018	1,032	1,032	
01-0571-1503 Education Pay	11,160	9,840	12,480	10,560	
01-0571-2100 FICA	54,865	54,816	58,345	60,739	
01-0571-2210 Retirement	67,399	71,795	76,974	90,720	
01-0571-2310 Health & Life Insurance	91,083	90,415	114,236	129,050	
01-0571-2320 LT Disability Insurance	4,367	3,751	4,330	5,490	
01-0571-2400 Workers' Compensation	1,269	961	1,076	1,053	
PERSONNEL SUBTOTAL	948,845	951,548	1,013,212	1,105,183	9%
01-0571-3190 Professional Services	10,062	10,998	13,775	13,775	
01-0571-4000 Travel & Per Diem	159	584	650	1,000	
01-0571-4120 Postage	851	888	1,000	1,000	
01-0571-4610 Maintenance & Repair	1,966	1,896	2,500	2,500	
01-0571-4790 Printing	-	110	600	600	
01-0571-4912 Licenses & Permits	220	300	1,250	1,250	
01-0571-5110 Office Supplies	9,239	7,238	11,500	11,500	
35-0571-5110 Office Supplies	-	2,634	-	-	
01-0571-5290 Operating Supplies	24,684	19,021	20,400	20,400	
01-0571-5410 Books, Pubs, Mbrships	8,259	7,731	9,200	9,200	
01-0571-5440 Training	641	619	1,000	1,400	
OPERATING SUBTOTAL	56,081	52,018	61,875	62,625	1%
01-0571-6600 Books, Pubs, Lib. Materials	76,283	74,192	80,000	80,000	
CAPITAL SUBTOTAL	76,283	74,192	80,000	80,000	0%
01-0571-6912 Interfund Transfer	1,000	1,000	-	-	
OTHER SUBTOTAL	1,000	1,000	-	-	0%
TOTAL LIBRARY	1,082,209	1,078,759	1,155,087	1,247,808	8%



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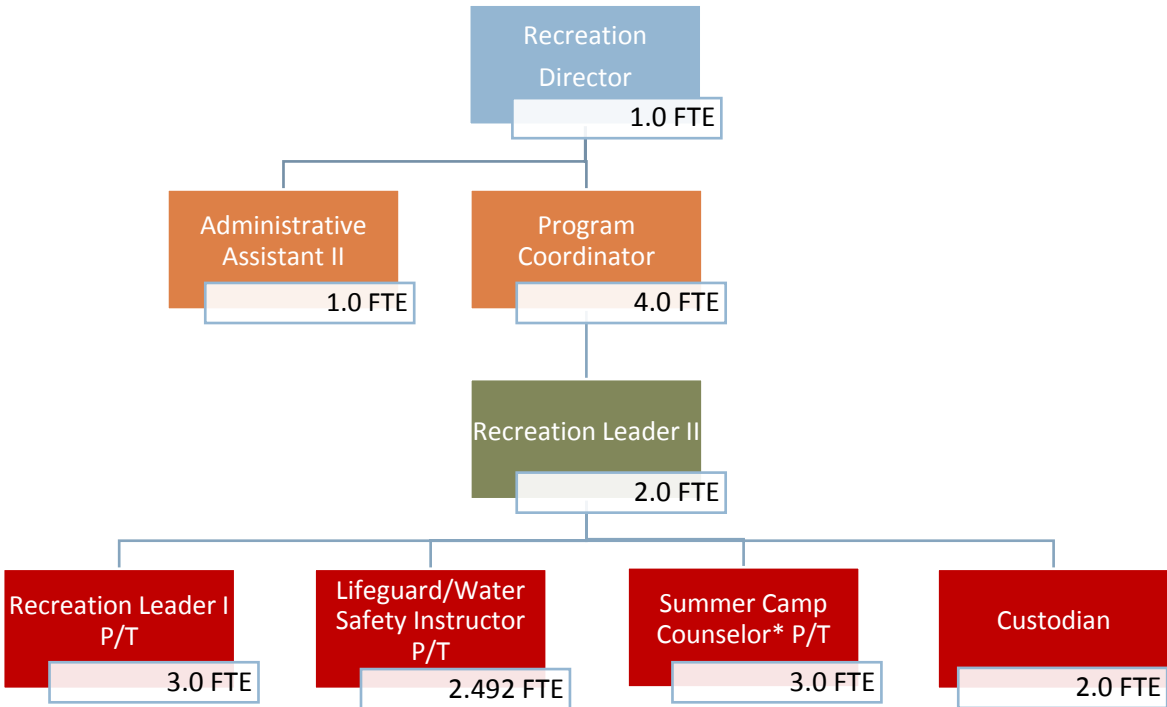
CITY OF SEMINOLE

FY 2019-2020 ADOPTED BUDGET

RECREATION



Recreation Department
18.492 FTE



*Seasonal summer camp counselors are classified as Recreation Leader I

RECREATION DEPARTMENT

Mission Statement

The leisure services provided to the community through the Recreation Department are intended to enhance the quality of life to citizens and visitors alike.

Description of Responsibilities

The Recreation Department offers three different Childrens' Break Camps (Holiday, Spring and Summer Enrichment Camps), as well as providing care through various organized activities for the children of Seminole and surrounding cities during the time that the children are out of school. These activities include swimming, roller skating, crafts, ice skating, digital art, and special events.



Athletic programming for the community includes sports activities for men, women, boys and girls. Athletic opportunities include adult basketball and volleyball, as wells as youth basketball, soccer, flag football, swimming, cross country, and volleyball. The classes offered reach all age groups throughout the City. Classes include athletics, art, hobbies, crafts, instructional classes, physical fitness, the arts, and children's play group. The Recreation Department is responsible for conducting special events for the community through such offerings as Halloween Field of Screams, Music in the Park, Winterfest, Fit Over 50, Holiday Night Parade, Breakfast with Santa, Pow Wow Festival and Parade, Teen Freaky Fridays, and Yard Sales. This department also operates the seasonal Aquatic Complex at the Recreation Center.

Budget Summary

BY EXPENSE CATEGORY	FY 2017	FY 2018	FY 2019	FY 2020	
	Actual	Actual	Budget	Budget	% Chg
Personnel	702,909	739,761	826,379	847,743	
Operating	478,032	492,021	567,286	665,501	
Capital	23,936	-	-	29,100	
Other	105,405	105,405	136,405	-	
Total	1,310,282	1,337,187	1,530,070	1,542,344	1%

BY FUND	FY 2017	FY 2018	FY 2019	FY 2020	
	Actual	Actual	Budget	Budget	% Chg
General Fund	1,220,468	1,250,023	1,430,652	1,328,816	
Special Events Fund	86,523	82,057	99,418	81,028	
CIP Fund	3,291	5,107	-	132,500	
Total	1,310,282	1,337,187	1,530,070	1,542,344	1%

RECREATION DEPARTMENT

Budget Summary

STAFFING

Shown in Full-time Equivalents (FTE)

	FY 2017	FY 2018	FY 2019	FY 2020	Position
	Actual	Actual	Budget	Budget	Change
Full-Time Positions					
Recreation Director	1	1	1	1	0
Program Coordinator	3	3	3	4	1
Administrative Assistant II	1	1	1	1	0
Recreation Leader II	3	3	3	2	-1
Recreation Leader I	0	0	0	0	0
Custodian	2	2	2	2	0
Part-Time & Seasonal Positions					
Recreation Leader I	1.75	2.375	2.875	3	0.125
Lifeguard/WSI/Pool Staff	2.602	2.492	2.492	2.492	0
Recreation Leader I (Seasonal Camp Counselors)	3	3	3	3	0
TOTAL FTE	17.352	17.867	18.367	18.492	0.125



Service Measures

	FY 2017	FY 2018	FY 2019	FY 2020
	Actual	Actual	Estimated	Projected
Memberships Issued	3,586	4,162	3,344	3,500
Visits to Recreation Center	82,173	77,745	81,637	80,000
Programs Offered	236	241	359	350
Summer Camp Enrollees	2,709	2,583	2,247	2,400
Athletics Enrollees	337	407	404	450
Facility Rentals	976	2,869	893	900
Facility Rental Revenue	\$ 98,765	\$ 85,923	\$86,371	\$90,353
Special Event Attendance	21,000	23,450	28,956	24,470
Special Events Revenue	\$ 76,971	\$ 93,097	\$80,858	\$83,642
Pool Visitors	8,251	9,126	7,888	8,000
Aquatic Revenue	\$ 27,728	\$ 36,196	\$16,977	\$20,000

RECREATION DEPARTMENT

Budgetary Highlights

Athletics Program

The Athletics Program has been split from the Recreation Program in FY 2020 to better track revenues and expenditures associated with the increased level of service for athletics programming. The new Program Coordinator position added in FY 2020 will oversee this Division.

<u>Line Item Budget</u>	FY 2017 Actual	FY 2018 Actual	FY 2019 Budget	FY 2020 Budget	% Chg
01-0572-1200 Salaries full-time	-	-	-	38,553	
01-0572-1310 Salaries part-time	-	-	-	17,220	
01-0572-1503 Special Pay	-	-	-	1,320	
01-0572-1509 Allowances	-	-	-	480	
01-0572-2100 FICA	-	-	-	4,367	
01-0572-2210 Retirement	-	-	-	5,338	
01-0572-2310 Health & Life Insurance	-	-	-	4,146	
01-0572-2320 L/T Disability Insurance	-	-	-	327	
01-0572-2400 Workers' Compensation	-	-	-	76	
PERSONNEL TOTAL				71,827	N/A
01-0572-3100 Professional Services	-	-	-	510	
01-0572-3495 Contractual Sports Officials	-	-	-	9,385	
01-0572-4000 Travel & Per Diem	-	-	-	1,596	
01-0572-4912 Licenses & Permits	-	-	-	216	
01-0572-5250 Operating Supplies Uniforms	-	-	-	360	
01-0572-5275 Operating Supplies Athletics	-	-	-	16,943	
01-0572-5440 Training	-	-	-	698	
OPERATING SUBTOTAL				29,708	N/A
TOTAL ATHLETICS PROGRAM	-	-	-	101,535	N/A

RECREATION DEPARTMENT

Aquatics Program

The Aquatics Program has been split from the Recreation Program in FY 2020 to better track revenues and expenditures associated with operations of the Aquatics Center.

<u>Line Item Budget</u>	FY 2017	FY 2018	FY 2019	FY 2020	% Chg
	Actual	Actual	Budget	Budget	
01-0573-1200 Salaries full-time	-	-	-	40,745	
01-0573-1300 Salaries seasonal	-	-	-	60,471	
01-0573-1509 Allowances	-	-	-	480	
01-0573-2100 FICA	-	-	-	7,743	
01-0573-2210 Retirement	-	-	-	9,464	
01-0573-2310 Health & Life Insurance	-	-	-	7,861	
01-0573-2320 L/T Disability Insurance	-	-	-	371	
01-0573-2400 Workers' Compensation	-	-	-	1,818	
PERSONNEL TOTAL				128,953	N/A
01-0573-3490 Contractual Services	-	-	-	1,000	
01-0573-4690 Repair & Maintenance	-	-	-	500	
01-0573-4912 Licenses & Permits	-	-	-	585	
01-0573-5211 Operating Supplies Pool	-	-	-	10,301	
01-0573-5250 Operating Supplies Uniforms	-	-	-	200	
01-0573-5430 Dues/Memberships	-	-	-	40	
OPERATING SUBTOTAL				12,626	N/A
TOTAL AQUATICS PROGRAM	-	-	-	141,579	N/A

RECREATION DEPARTMENT

Recreation Program

The Recreation budget has decreased 15% due to the transfer of costs from Recreation to the newly established Athletics and Aquatics program cost centers. Increases in the operating budget include replacements of the party room floor (\$18,000), a portion of the roof (\$45,000), Recreation Center weight machines in the Fitness Center (\$30,000), and conversion of the existing Digital Den to an eSports Lounge (\$9,000). Capital expenditure for FY 2020 include replacement bleachers for the gymnasium (\$19,000), as well as replacement score boards (\$10,100) at the Recreation Center.

<u>Line Item Budget</u>	FY 2017	FY 2018	FY 2019	FY 2020	% Chg
	Actual	Actual	Budget	Budget	
01-0575-1200 Salaries full-time	364,119	386,144	406,618	346,939	
01-0575-1310 Salaries seasonal	110,522	114,613	127,488	57,017	
01-0575-1300 Salaries part-time	47,648	53,396	77,070	61,687	
01-0575-1400 Overtime	4,897	6,001	6,894	6,894	
01-0575-1503 Special Pay	6,650	7,290	9,840	5,280	
01-0575-1509 Allowances	520	440	1,920	480	
01-0575-2100 FICA	40,322	43,208	48,164	36,132	
01-0575-2210 Retirement	42,215	45,856	53,468	56,843	
01-0575-2310 Health & Life Insurance	74,844	68,195	82,463	65,817	
01-0575-2320 L/T Disability Insurance		2,834		3,201	
01-0575-2400 Workers' Compensation	5,405	6,305	7,586	2,555	
PERSONNEL TOTAL	697,142	734,282	821,511	642,845	-22%
01-0575-3110 Professional Services	435	825	825	323	
01-0575-3485 Contractual Instructors	57,343	44,528	77,000	70,000	
01-0575-3490 Contractual Services	8,673	9,327	16,163	16,475	
01-0575-3491 Camps	23,417	22,766	29,985	29,985	
01-0575-3495 Contractual Sports Officials	5,606	3,541	8,310	-	
01-0575-3511 Senior Trips/Programming	6,868	3,532	17,690	13,000	
01-0575-4000 Travel & Per Diem	2,126	3,923	3,781	4,199	
01-0575-4110 Phone & Internet	10,110	13,827	10,200	12,000	
01-0575-4120 Postage	75	702	250	300	
01-0575-4310 Electricity	149,444	161,359	150,000	162,000	
01-0575-4320 Water/Sewer	7,414	9,627	8,500	8,500	
01-0575-4460 Rentals & Leases	13,919	14,196	15,988	15,988	
01-0575-4500 Insurance	27,765	32,565	40,054	35,254	
01-0575-4610 Repair & Maintenance	11,098	6,537	9,712	9,502	
35-0575-4650 CIP Repair & Maintenance	-	-	-	63,000	
01-0575-4704 Printing	7,433	7,391	9,400	9,400	
01-0575-4890 Promotional Activities	720	800	1,175	1,000	
01-0575-4912 Licenses & Permits	3,133	2,300	3,247	7,504	
01-0575-5110 Office Supplies	6,018	6,563	6,500	6,500	
35-0575-5110 CIP Computers	3,291	5,107	-	-	
01-0575-5210 Operating Supplies	49,537	60,757	59,181	36,973	
35-0575-5290 CIP Operating Supplies	-	-	-	40,400	
01-0575-5400 Books & Pubs. & Memberships	1,380	1,822	1,930	1,774	
01-0575-5440 Training	1,471	3,448	2,845	2,180	
OPERATING SUBTOTAL	397,276	415,443	472,736	546,257	16%

RECREATION DEPARTMENT

01-0575-6490	Capital Equipment	23,936	-	-	-	-
35-0575-6400	CIP Capital Equipment	-	-	-	-	29,100
	CAPITAL SUBTOTAL	23,936				29,100
01-0575-6913	Interfund Transfer	105,405	105,405	136,405	-	-
	OTHER SUBTOTAL	105,405	105,405	136,405	-	N/A
TOTAL RECREATION PROGRAM		1,223,759	1,255,130	1,430,652	1,218,202	-15%



RECREATION DEPARTMENT

Budgetary Highlights

Special Events Program

The budget for special events is decreasing 18% in FY 2020. Analysis of historical revenues over the past three years, yielded adjusted FY 2020 expenditures to ensure costs for events do not exceed estimated income.

<u>Line Item Budget</u>	FY 2017 Actual	FY 2018 Actual	FY 2019 Budget	FY 2020 Budget	
33-0574-1300 Salaries	323	118	1,750	1,000	
33-0574-1400 Overtime	4,905	5,352	2,500	2,500	
33-0574-2100 FICA	276	9	500	500	
33-0574-22510 Retirement	263	-	118	118	
PERSONNEL TOTAL	5,767	5,479	4,868	4,118	-15%
33-0574-3400 Contractual Services	47,926	51,732	57,650	50,300	
33-0574-5210 Operating Supplies	32,830	24,846	36,900	26,610	
OPERATING SUPPLIES	80,756	76,578	94,550	76,910	-19%
TOTAL SPECIAL EVENTS PROGRAM	86,523	82,057	99,418	81,028	-18%





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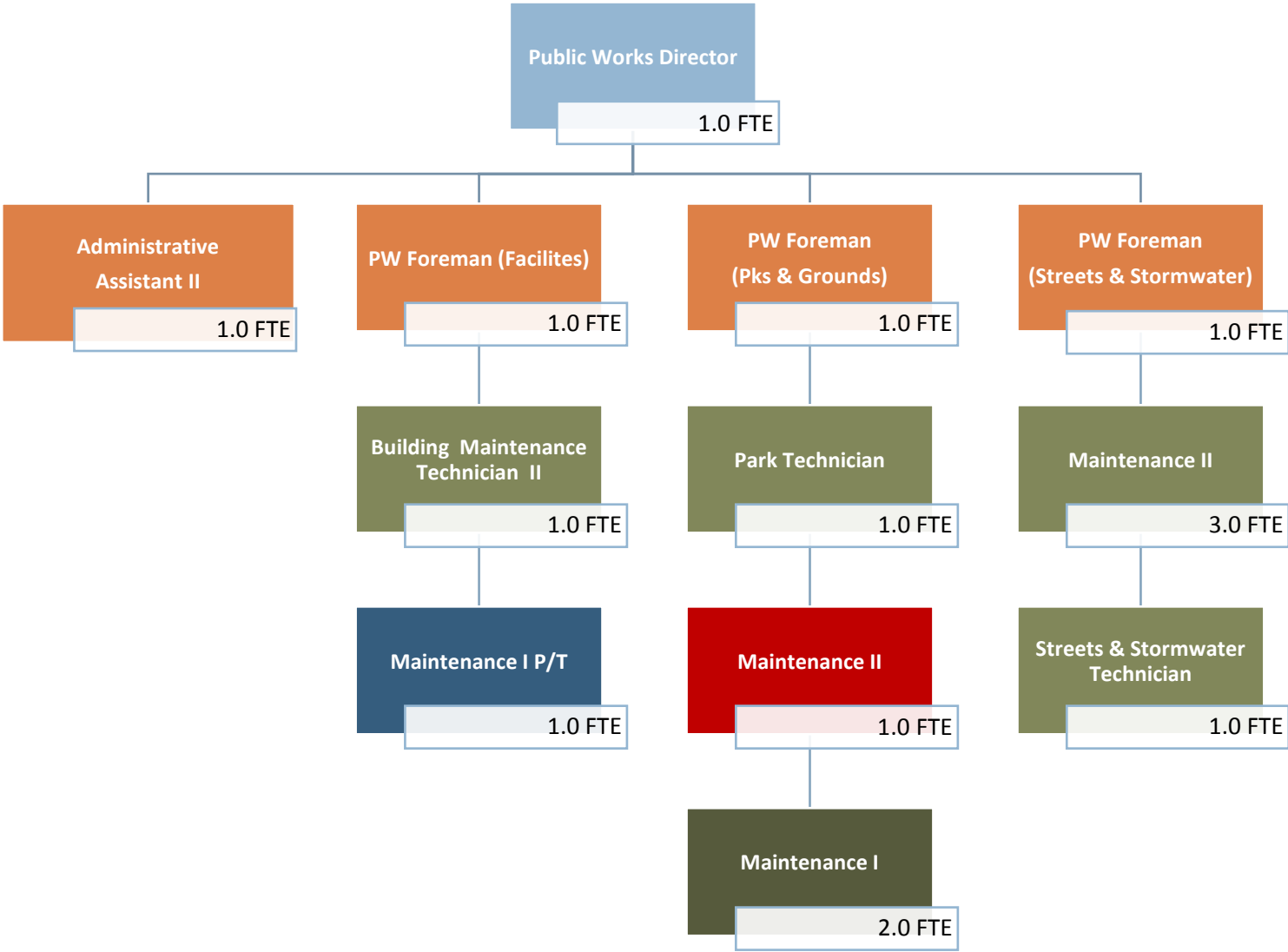
CITY OF SEMINOLE

FY 2019-2020 ADOPTED BUDGET

PUBLIC WORKS



Public Works Department
15.0 FTE



PUBLIC WORKS DEPARTMENT

Description of Responsibilities

The Public Works Department is responsible for the construction, maintenance and repair of streets, storm drains, sidewalks, signs, signalization and streetlights. The Department also maintains all City facilities and provides for a safe and attractive parks system to enhance the quality of life for our residents and visitors.

Budget Summary

BY EXPENSE CATEGORY	FY 2017	FY 2018	FY 2019	FY 2020	
	Actual	Actual	Budget	Budget	% Chg
Personnel	652,728	673,703	778,411	825,864	6%
Operating	931,966	945,001	1,093,926	1,792,299	64%
Capital	554,007	808,826	190,180	3,851,960	1925%
Other	2,649,999	2,107,460	1,718,808	-	-100%
Total	4,788,700	4,534,991	3,781,325	6,470,123	71%

BY FUND	FY 2017	FY 2018	FY 2019	FY 2020	
	Actual	Actual	Budget	Budget	% Chg
General Fund	3,275,240	2,730,900	3,731,325	2,277,523	
Transp. Impact Fund	-	41,003	-	609,000	
Grants Fund	2,882	80,744	-	606,000	
Local Infrastructure					
Sales Tax Fund	960,513	1,108,879	-	2,324,600	
Tree Mitigation Fund	3,545	2,875	50,000	50,000	
CIP Fund	546,520	570,589	-	603,000	
Total	4,788,700	4,534,991	3,781,325	6,470,123	71%

STAFFING

Shown in Full-time Equivalents (FTE)

	FY 2017	FY 2018	FY 2019	FY 2020	Position
Full-Time	Actual	Actual	Budget	Budget	Change
Public Works Director	1	1	1	1	0
Administrative Assistant II	1	1	1	1	0
Administrative Clerk	0	1	0	0	0
Public Works Supervisor	0	1	0	0	0
Stormwater Compliance Spec	1	0	0	0	0
Public Works Foreman	2	2	3	3	0
Maintenance Technician II	1	1	1	1	0
Maintenance Technician I	1	1	0	0	0
Parks Technician	0	0	1	1	0
Street/Stormwtr. Technician	0	0	1	1	0
Maintenance I	1	1	2	2	0
Maintenance II	3	3	3	4	1
Part-Time					
Maintenance I	1	1	1	1	0
TOTAL FTE	12	13	14	15	1

PUBLIC WORKS DEPARTMENT

Budgetary Highlights

Public Works Administration

In FY 2020, Public Works' Administration Division expenses will decrease 57% over the prior year's budget. Personnel costs within this division are decreasing 27% due to the elimination of a Public Works Supervisor, which occurred during a reorganization during FY 2019. Operating costs are estimated to remain relatively flat. No capital outlay is budgeted for FY 2020.

<u>Line Item Budget</u>	FY 2017 Actual	FY 2018 Actual	FY 2019 Budget	FY 2020 Budget	% Chg
01-0549-1200 Salaries	160,954	191,726	187,867	134,193	
01-0549-1400 Overtime	192	329	-	-	
01-0549-1503 Special Pay	1,320	1,320	1,320	1,320	
01-0549-1509 Allowances	760	120	480	480	
01-0549-2100 FICA	12,015	14,889	14,579	10,266	
01-0549-2210 Retirement	25,311	28,037	30,827	27,488	
01-0549-2310 Health & Life Insurance	33,606	31,868	35,287	24,626	
01-0549-2320 LT Disability Insurance	990	1,285	1,383	1,221	
01-0549-2400 Workers' Compensation	2,465	2,749	2,806	178	
PERSONNEL SUBTOTAL	237,611	272,323	274,549	199,772	-27%
01-0549-3110 Professional Services	54,342	24,912	63,620	48,000	
01-0549-3485 Contractual Services	108,662	83,699	112,000	128,500	
01-0549-4000 Travel & Per Diem	1,232	1,572	2,000	2,000	
01-0549-4110 Phone & Internet	5,136	5,201	6,250	8,500	
01-0549-4120 Postage	211	88	400	400	
01-0549-4310 Electricity	240,951	228,135	239,000	237,000	
01-0549-4500 Insurance	15,481	14,581	18,511	16,105	
01-0549-5110 Office Supplies	2,495	2,133	2,500	2,400	
35-0549-5110 Office Supplies	-	1,317			
01-0549-5210 Operating Supplies	2,457	2,965	9,350	4,200	
01-0549-5430 Dues & Memberships	675	786	625	535	
01-0549-5440 Training	1,344	847	1,750	1,650	
OPERATING SUBTOTAL	432,986	366,236	456,006	449,290	-1%
01-0549-6901 Interfund Transfer	1,689,486	1,146,398	773,971	-	
TOTAL ADMINISTRATION	2,360,083	1,784,958	1,504,526	649,062	-57%

Service Measures

	FY 2017 Actual	FY 2018 Actual	FY 2019 Estimated	FY 2020 Projected
Lane miles of roadway maintained	1.44	4.68	5	8.53
Linear feet of storm drain repaired	1,328	2,307	1,072	1,200
Number of sidewalk sections repaired	20	15	15	33

PUBLIC WORKS DEPARTMENT

Budgetary Highlights

Facilities Maintenance

In FY 2020, Public Works' Facilities Maintenance Division expenses will decrease 72% over the prior year's budget. Personnel costs within this division are increasing 9% due the reorganization of staffing and budgeted merit increases of up to 5%. Operating costs are estimated to increase 38% due to incremental increases in electricity, utilities, and repairs at City facilities, as well as the the one-time expenses associated with maintenance and repairs to the Repetto property (\$50,000). Debt service for the Public Works complex was fulfilled in FY 2019. Capital purchases include the replacement of HVAC controls to enhance network security and the exterior rehabilitation of City Hall (\$50,000).



<u>Line Item Budget</u>	FY 2017 Actual	FY 2018 Actual	FY 2019 Budget	FY 2020 Budget	% Chg
01-0519-1200 Salaries full-time	38,706	39,912	41,261	43,144	
01-0519-1310 Salaries part-time	-	-	-	-	
01-0519-1400 Overtime	1,921	588	1,488	1,488	
01-0519-1509 Cell Phone Allowance	260	220	240	720	
01-0519-1514 Uniform Allowance	137	-	-	-	
01-0519-2100 FICA	2,908	2,895	3,296	3,337	
01-0519-2210 Retirement	2,972	3,121	3,235	4,079	
01-0519-2310 Health & Life Insurance	8,822	8,602	9,032	11,741	
01-0519-2320 LT Disability Insurance	469	458	342	397	
01-0519-2400 Workers' Compensation	826	748	860	449	
PERSONNEL SUBTOTAL	57,021	56,544	59,754	65,355	9%
01-0519-3485 Contractual Services	40,409	44,263	51,015	49,130	
01-0519-4000 Travel & Per Diem	45	30	50	200	
01-0519-4110 Phone & Internet	1,251	1,251	1,200	1,300	
01-0519-4310 Electricity	22,525	28,229	21,000	30,400	
01-0519-4320 Water/Sewer	2,357	2,890	2,800	3,000	
01-0519-4337 Natural Gas	589	962	1,000	1,000	
01-0519-4460 Rentals & Leases	1,447	1,663	2,000	2,000	
01-0519-4500 Insurance	405	405	485	498	
01-0519-4610 Repair & Maintenance	58,742	74,498	71,200	126,200	
01-0519-5210 Operating Supplies	7,398	12,133	11,250	9,900	
01-0519-5400 Books & Pubs. & Mbrships	-	-	50	50	
01-0519-5440 Training	283	2,200	500	1,000	
OPERATING SUBTOTAL	135,451	168,524	162,550	224,678	38%
35-0519-6202 Capital Building	-	-	-	50,000	
01-0519-6490 Capital Equipment	7,487	34,032	125,080	20,360	
35-0519-6400 Capital Equipment	15,590	254,302	-	-	
CAPITAL SUBTOTAL	23,077	288,334	125,080	70,360	-100%

PUBLIC WORKS DEPARTMENT

12-0519-7101	Principal	-	-	933,449	-	
21-0519-7100	Principal	915,211	938,228	-	-	
12-0519-7200	Interest	-	-	11,388	-	
21-0519-7200	Interest	45,302	22,834	-	-	
OTHER SUBTOTAL		960,513	961,062	944,837	-	-100%
TOTAL FACILITIES MAINTENANCE		1,176,062	1,474,464	1,292,221	360,393	-72%

PUBLIC WORKS DEPARTMENT

Budgetary Highlights

Parks & Grounds

Budgeted expenses within the Parks & Grounds Maintenance Division are increasing 332% (\$2.3M) due to development of Waterfront Park and redevelopment of Blossom Lake Park. Personnel costs are increasing nominally over prior year levels, due to offsetting cost savings from moving a Maintenance I position from Parks & Grounds to Facilities Maintenance. Operating expense increases include median maintenance (\$14,700) and operating supplies to develop Waterfront Park (\$250,000). The capital budget includes an ADA playground, ADA fitness trail, and lighting at Blossom Lake Park and Waterfront Park. Waterfront Park funding will also include restrooms, picnic shelters, a pavilion, a boardwalk, and landscaping.

<u>Line Item Budget</u>	FY 2017 Actual	FY 2018 Actual	FY 2019 Budget	FY 2020 Budget	% Chg
01-0539-1200 Salaries Full-time	117,205	131,999	154,751	150,367	
01-0539-1310 Salaries- Part-time	22,306	17,698	34,261	37,122	
01-0539-1400 Overtime	8,086	2,644	5,252	5,252	
01-0539-1503 Special Pay	330	2,310	1,320	1,320	
01-0539-1509 Allowances	819	440	480	480	
01-0539-2100 FICA	11,139	11,746	13,129	14,446	
01-0539-2210 Retirement	11,297	12,296	13,659	17,656	
01-0539-2310 Health & Life Insurance	32,598	27,559	33,134	31,913	
01-0539-2320 LT Disability Insurance	901	882	1,367	1,379	
01-0539-2400 Workers' Compensation	6,252	6,252	6,800	12,947	
PERSONNEL SUBTOTAL	210,933	213,826	264,153	272,882	3%
34-0539-3100 Tree Fund Prof. Svcs.	-	-	10,000	10,000	
01-0539-3110 Professional Services	-	-	150	150	
01-0539-3485 Contractual Services	125,185	106,966	157,146	138,888	
01-0539-4000 Travel & Per Diem	98	413	300	500	
01-0539-4310 Electricity	15,682	10,768	18,000	16,000	
01-0539-4320 Water/Sewer	14,895	14,082	15,000	15,500	
01-0539-4460 Rentals & Leases	3,124	-	1,000	2,000	
01-0539-4500 Insurance	2,899	2,899	3,424	2,973	
01-0539-4610 Repair & Maintenance	38,663	45,578	56,000	57,500	
01-0539-5210 Operating Supplies	43,957	32,487	55,450	58,050	
13-0539-5273 Grant Fund- Op Supplies		74,826	-	250,000	
34-0539-5273 Tree Fund Operating Supp.	3,545	2,875	40,000	40,000	
01-0539-5410 Books & Publications	165	-	100	150	
01-0539-5440 Training	1,733	1,980	1,600	2,500	
OPERATING SUBTOTAL	249,946	292,874	358,170	594,211	66%
01-0539-6300 Capital Improvements	-	21,074	-	-	
01-0539-6490 Capital Equipment	-	-	65,100	-	
13-0539-6400 Capital Equipment	-	-	-	350,000	
21-0539-6300 Capital Improvements	-	-	-	1,385,000	
35-0539-6300 Capital Imp (City Pk Playgrd)	437,007	9,711	-	368,000	
CAPITAL SUBTOTAL	437,007	30,785	65,100	2,103,000	206%
TOTAL PARKS & GROUNDS	897,886	537,485	687,423	2,970,093	332%

PUBLIC WORKS DEPARTMENT

Budgetary Highlights

Streets & Stormwater

The total budget for the Streets & Stormwater Division is increasing \$2.2M over the prior year level, due primarily to the implementation of the Pavement Management program which includes reconstruction of Johnson Blvd. and Liberty Lane in FY 2020. Personnel costs are increasing 60% due to a reorganization during FY 2019 replacing a Public Works Supervisor with a Streets & Stormwater Foreman position, and the addition of a Maintenance II position for FY 2020 to assist with road and sidewalk repairs.

Operating increases in FY 2020 include one-time costs for sidewalk maintenance (\$100,000), street repairs (\$177,000), and stormwater emergency repairs (\$150,000). Capital expenses in FY 2020 will include crack seal equipment (\$45,000), a Master Drainage Plan Update (\$250,000), the replacement of a bucket truck (\$85,000), and the reconstruction of Johnson Blvd. and Liberty Ln. (\$1,298,600).



<u>Line Item Budget</u>	FY 2017 Actual	FY 2018 Actual	FY 2019 Budget	FY 2020 Budget	% Chg
01-0541-1200 Salaries	94,854	82,613	112,038	182,282	
01-0541-1400 Overtime	5,049	4,916	4,548	4,548	
01-0541-1503 Special Pay	1,320	1,320	1,320	2,640	
01-0541-1509 Allowances	520	400	480	480	
01-0541-2100 FICA	7,625	6,547	8,939	14,083	
01-0541-2210 Retirement	7,730	7,155	9,254	17,212	
01-0541-2310 Health & Life Insurance	25,760	22,716	36,740	47,705	
01-0541-2320 LT Disability Insurance	800	596	916	1,386	
01-0541-2400 Workers' Compensation	3,505	4,747	5,720	17,519	
PERSONNEL SUBTOTAL	147,163	131,010	179,955	287,855	60%

PUBLIC WORKS DEPARTMENT

01-0541-3485	Contractual Services	16,675	26,448	28,000	26,000	
01-0541-4000	Travel & Per Diem	173	-	200	500	
01-0541-4460	Rentals & Leases	5,291	13,405	5,000	7,000	
01-0541-4610	Repair & Maintenance	5,530	7,036	11,000	11,000	
35-0541-4690	Repair & Maintenance	-	-	-	150,000	
01-0541-4890	Promotional Activities	23,835	4,937	9,000	9,000	
35-0541-5110	Office Supplies	-	4,372	-	-	
01-0541-5210	Operating Supplies	27,109	29,233	34,800	35,320	
13-0541-5290	Safety Grant Supplies	2,882	5,918	-	6,000	
21-0541-5301	Road Materials & Supplies	2,000	-	-	-	
01-0541-5301	Road Materials & Supplies	28,668	25,607	27,000	277,000	
01-0541-5430	Memberships	-	-	-	300	
01-0541-5440	Training	1,420	411	2,200	2,000	
	OPERATING SUBTOTAL	113,583	117,367	117,200	524,120	347%
01-0541-6361	Capital Improvements	-	-	-	45,000	
11-0541-6300	Capital Improvements	-	41,003	-	609,000	
21-0541-6300	Capital Improvements	-	147,817	-	939,600	
35-0541-6900	Capital Improvements	93,923	300,887	-	-	
35-0541-6400	Capital Equipment	-	-	-	85,000	
	CAPITAL SUBTOTAL	93,923	489,707	-	1,678,600	100%
TOTAL STREETS & STORMWATER		354,669	738,083	297,155	2,490,575	738%



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CITY OF SEMINOLE
FY 2019-2020 ADOPTED BUDGET

CAPITAL
IMPROVEMENTS PLAN

**CITY OF SEMINOLE
FY 2019-2020 CAPITAL IMPROVEMENT PLAN SUMMARY**

Project	Department	Strategic Priority	Account	FY 2020
Waterfront Park Construction	Public Works	Enhance Quality of Life Through Parks & Recreation	21-0539-6300	1,385,000
			35-0539-6340	90,000
			13-0539-6400	200,000
Pavement Management	Public Works	Improve & Maintain Infrastructure	21-0541-6300	689,600
			11-0541-6300	609,000
Citywide Fleet Replacements	Various	Improve & Maintain Infrastructure	35-0522-6400	641,500
			35-0539-6400	
			35-0541-6400	
Blossom Lake Park Redevelopment	Recreation	Enhance Quality of Life Through Parks & Recreation	13-0539-6400	150,000
Master Drainage Plan Update	Public Works	Improve & Maintain Infrastructure	35-0539-6300	248,000
Citywide Roof Rehabilitation	Public Works	Improve & Maintain Infrastructure	35-0541-6300	250,000
			01-1922-6490	
Street Repairs	Public Works	Improve & Maintain Infrastructure	35-0575-4650	185,000
Drainage Improvements	Public Works	Improve & Maintain Infrastructure	01-0541-5300	177,000
Fire Station 129	Public Works	Improve & Maintain Infrastructure	35-0541-4690	150,000
City Hall Exterior Rehabilitation	Fire Rescue	Improve & Maintain Infrastructure	21-0522-6200	150,000
Fitness Center Equipment	Public Works	Improve & Maintain Infrastructure	35-0519-6202	50,000
Retractable Bleachers	Recreation	Improve & Maintain Infrastructure	35-0575-5290	30,000
Rec. Ctr. Party Room Floor	Recreation	Improve & Maintain Infrastructure	35-0575-6400	19,000
Gymnasium Scoreboards	Recreation	Improve & Maintain Infrastructure	35-0575-4650	18,000
Server Replacements	Finance	Improve & Maintain Infrastructure	35-0575-6400	10,100
			01-1522-6410	
eSports Lounge Conversion	Recreation	Enhance Quality of Life Through Parks & Recreation	35-0516-6400	10,000
Computer Replacements	Finance	Improve & Maintain Infrastructure	01-0511-5110	10,000
			01-0571-5110	
			01-0549-5110	
			01-1722-5110	
			01-1522-5110	
			35-0524-5110	
			35-0575-5290	
Network Switch Replacements	Finance	Improve & Maintain Infrastructure	01-0516-5290	6,400
TOTAL ALL FUNDS				\$ 5,087,600

CITY OF SEMINOLE
FY 2020-2024 CAPITAL IMPROVEMENT PLAN PROJECT

PROJECT: Waterfront Park Construction	
PROJECT TYPE: Infrastructure-New	DEPARTMENT: Public Works
PROJECT DESCRIPTION: Design and construction of Waterfront Park continues as determined by City Council, after soliciting public and staff input. FY 2020 funding will be used to construct an observation boardwalk, Waterfront Access Trail, Pavilion, inclusive ADA compliant playground and install utility infrastructure, and restrooms. FY 2021 funding will be used to construct a gazebo, install irrigation, and final landscaping. A matching grant in the amount of \$500,000 (a \$250,00 from the City and \$250,000 grant from the State) was received from Florida Department of Environmental Protection (FDEP) through its Florida Recreation Development Assistance Program (FRDAP). This grant is to provide inclusive ADA accessible playground equipment that enable children of all abilities to play together. ESTIMATED FINANCIAL IMPACT: There will be additional expenses for utilities and maintenance for the park. Estimated costs are \$30,000 annually for electricity, water/sewer and grounds maintenance. LIFE EXPECTANCY OF PROJECT: <u>50 years</u> COST ESTIMATE METHOD (SOURCE): <u>By Staff</u> DATE: <u>2019</u> <small style="margin-left: 600px;">of last cost estimate</small>	

PROJECT COST SCHEDULE							
	Expenses to Date	FY20	FY21	FY22	FY23	FY24	5 Year TOTAL
CAPITAL COSTS							
Eng/Planning/Design	-	-	-	-	-	-	-
Legal/permits	-	-	-	-	-	-	-
Land acquisition	1,142,278	-	-	-	-	-	-
Land preparation	-	-	-	-	-	-	-
Construction	1,177,501	1,725,000	505,000	-	-	-	2,230,000
Capital Equipment	-	-	-	-	-	-	-
Other (Specify): Maintenance	-	-	-	30,000	30,000	30,000	90,000
SUBTOTAL	\$ 2,319,779	\$ 1,725,000	\$ 505,000	\$ 30,000	\$ 30,000	\$ 30,000	\$ 2,320,000

PROJECT FUNDING SCHEDULE							
	Expenses to Date	FY20	FY21	FY22	FY23	FY24	5 Year TOTAL
FUNDING SOURCES							
General Fund	-	-	-	30,000	30,000	30,000	90,000
Penny 3 Fund	-	1,385,000	505,000	-	-	-	1,890,000
Capital Projects Fund	2,319,779	90,000	-	-	-	-	90,000
Grants: FRDAP P19004	-	250,000	-	-	-	-	250,000
TOTAL	\$ 2,319,779	\$ 1,725,000	\$ 505,000	\$ 30,000	\$ 30,000	\$ 30,000	\$ 2,320,000

CITY OF SEMINOLE
FY 2020-2024 CAPITAL IMPROVEMENT PLAN PROJECT

PROJECT:	Pavement Management Plan		
PROJECT TYPE:	Infrastructure- Rehab	DEPARTMENT:	Public Works
PROJECT DESCRIPTION:			
City Council adopted a seven-year pavement management plan, commencing in FY 2020.			
<p>The first year will include reconstruction of Johnson Boulevard from Seminole Boulevard to Park Boulevard and reconstruction of Liberty Lane from Johnson Boulevard to Temple Terrace. Johnson Blvd. was not designed to be a collector road or to accommodate a bus transfer station. During reconstruction, the road will be upgraded and the base will be improved to accommodate heavy vehicle traffic.</p>			
ESTIMATED FINANCIAL IMPACT:			
The project will bring a collector road up to required standards, and will reduce operation and maintenance costs. It will also increase the useable life of the project.			
LIFE EXPECTANCY OF PROJECT:	20 years		
COST ESTIMATE METHOD (SOURCE):	By City Engineer		DATE: 2019 <small>of last cost estimate</small>

PROJECT COST SCHEDULE							
	Expenses to Date	FY20	FY21	FY22	FY23	FY24	5 Year TOTAL
CAPITAL COSTS							
Eng/Planning/Design	-	-	-	-	-	-	-
Legal/permits	-	-	-	-	-	-	-
Land acquisition	-	-	-	-	-	-	-
Land preparation	-	-	-	-	-	-	-
Construction	-	-	1,298,600	-	-	-	1,298,600
Capital Equipment	-	-	-	-	-	-	-
Other (Specify):	-	-	-	-	-	-	-
SUBTOTAL	\$ -	\$ -	\$ 1,298,600	\$ -	\$ -	\$ -	\$ 1,298,600

PROJECT FUNDING SCHEDULE							
	Expenses to Date	FY20	FY21	FY22	FY23	FY24	5 Year TOTAL
FUNDING SOURCES							
General Fund	-	-	-	-	-	-	-
Transportation Impact	-	-	609,000	-	-	-	609,000
Penny 3 Fund	-	-	689,600	-	-	-	689,600
Tree Mitigation Fund	-	-	-	-	-	-	-
Capital Projects Fund	-	-	-	-	-	-	-
Grants:	-	-	-	-	-	-	-
TOTAL	\$ -	\$ -	\$ 1,298,600	\$ -	\$ -	\$ -	\$ 1,298,600

CITY OF SEMINOLE
FY 2020-2024 CAPITAL IMPROVEMENT PLAN PROJECT

PROJECT:	Citywide Vehicle Replacements		
PROJECT TYPE:	Vehicle	DEPARTMENT:	Various
PROJECT DESCRIPTION:			
This ongoing project replaces existing vehicles that have reached the end of their useful life. Outgoing vehicles will be sold or traded in. An annual analysis is completed by Fleet staff to identify replacements that can be deferred.			
ESTIMATED FINANCIAL IMPACT:			
Replacement of the existing vehicles will reduce future maintenance and repair costs.			
LIFE EXPECTANCY OF PROJECT:			
7 to 11 years			
COST ESTIMATE METHOD (SOURCE):			
By Staff			
DATE:			2019
			of last cost estimate

PROJECT COST SCHEDULE							
	Dept.	FY20	FY21	FY22	FY23	FY24	5 Year TOTAL
CAPITAL COSTS							
2011 Ford Ranger Pickup	CD-Code	-	18,000	-	-	-	18,000
2011 Ford Ranger Pickup	CD-Code	-	18,000	-	-	-	18,000
2009 Pierce Fire Engine	Fire	483,500	-	-	-	-	483,500
2007 Ford Escape	Fire	-	43,000	-	-	-	43,000
2008 Ford F250	Fire	-	32,500	-	-	-	32,500
2004 Carolina Skiff Boat	Fire	-	-	83,000	-	-	83,000
2012 Pierce ALS Engine	Fire	-	-	-	515,300	-	515,300
2004 John Deere Backhoe	PW	-	-	-	-	65,000	65,000
2013 Ford Transit Utility Van	PW	-	-	-	-	28,500	28,500
2014 Ford Transit Utility Van	PW	-	-	-	-	28,500	28,500
2013 Ford F150 XFT Pickup	PW- Adm	-	-	-	27,500	-	27,500
2005 Ford F350 Dump Truck	PW- Parks	-	35,200	-	-	-	35,200
2004 Ford F150 4x4	PW- Parks	-	30,000	-	-	-	30,000
2005 Ford F250 SuperDuty	PW- Parks	30,000	-	-	-	-	30,000
2017 John Deere Mower	PW-Park	-	-	-	-	13,000	13,000
2017 John Deere Mower	PW-Park	-	-	-	-	13,000	13,000
2000 Ford F350 Bucket Truck	PW-SS	85,000	-	-	-	-	85,000
2006 Ford F250	PW-SS	-	-	30,000	-	-	30,000
2007 Ford F250 liftgate	PW-SS	-	-	-	25,000	-	25,000
2011 24-Passenger Van	Rec	-	60,000	-	-	-	60,000
TOTAL		\$ 598,500	\$ 236,700	\$ 113,000	\$ 567,800	\$ 148,000	\$ 1,664,000

PROJECT: Citywide Vehicle Replacements							
PROJECT FUNDING SCHEDULE							
		FY20	FY21	FY22	FY23	FY24	5 Year TOTAL
FUNDING SOURCES							
General Fund		-	-	-	-	-	-
Transportation Impact		-	-	-	-	-	-
Tree Mitigation Fund		-	-	-	-	-	-
Capital Projects Fund		115,000	161,200	30,000	52,500	148,000	506,700
Capital Projects Fund	Fire	526,500	32,500	83,000	515,300	-	1,157,300
Pinellas County (reimbursement)	Fire	(381,450)	(22,750)	(58,100)	(360,710)	-	(823,010)
TOTAL		\$ 641,500	\$ 193,700	\$ 113,000	\$ 567,800	\$ 148,000	\$ 1,664,000

CITY OF SEMINOLE
FY 2020-2024 CAPITAL IMPROVEMENT PLAN PROJECT

PROJECT:	Blossom Lake Park Redevelopment		
PROJECT TYPE:	Improvement	DEPARTMENT:	Recreation
PROJECT DESCRIPTION:			
<p>This project will initiate the first phase of the Blossom Lake Park redevelopment project, which is the replacement of the playground equipment. A matching grant in the amount of \$300,000 (a \$150,00 from the City and \$150,000 grant from the State) was received from Florida Department of Environmental Protection's (FDEP) through its Florida Recreation Development Assistance Program (FRDAP). This grant is to provide inclusive ADA accessible playground equipment that enable children of all abilities to play together. Additional funding in future years will be determined as the final scope of the project is determined.</p>			
ESTIMATED FINANCIAL IMPACT:			
There will be an decrease in maintenance costs for new playground structures that will be offset initially by equipment warranties.			
LIFE EXPECTANCY OF PROJECT: <u>15 years</u>			
COST ESTIMATE METHOD (SOURCE): <u>By Vendor and Staff</u>		DATE: <u>2019</u> <small>of last cost estimate</small>	

PROJECT COST SCHEDULE							
	Expenses to Date	FY20	FY21	FY22	FY23	FY24	5 Year TOTAL
CAPITAL COSTS							
Eng/Planning/Design	-	-	-	-	-	-	-
Land preparation	-	-	-	-	-	-	-
Construction	-	398,000	-	-	-	-	398,000
Capital Equipment	-	-	-	-	-	-	-
SUBTOTAL	\$ -	\$ 398,000	\$ -	\$ -	\$ -	\$ -	\$ 398,000

PROJECT FUNDING SCHEDULE							
	Expenses to Date	FY20	FY21	FY22	FY23	FY24	5 Year TOTAL
FUNDING SOURCES							
General Fund	-	-	-	-	-	-	-
Penny 3 Fund	-	-	-	-	-	-	-
Tree Mitigation Fund	-	-	-	-	-	-	-
Capital Projects Fund	-	248,000	-	-	-	-	248,000
Grants: FRDAP P19003	-	150,000	-	-	-	-	150,000
TOTAL	\$ -	\$ 398,000	\$ -	\$ -	\$ -	\$ -	\$ 398,000

CITY OF SEMINOLE
FY 2020-2024 CAPITAL IMPROVEMENT PLAN PROJECT

PROJECT:	Master Drainage Plan Update		
PROJECT TYPE:	Infrastructure	DEPARTMENT:	Public Works
PROJECT DESCRIPTION:			
<p>The City's last master drainage plan was completed in 2000. In FY 2020, a Request for Qualifications (RFQ) will be issued for a full system inventory and assessment of the stormwater system, along with a comprehensive plan to identify needed repairs and improvements for the next 10 years. This plan, once approved by City Council, will drive future year CIP projects and funding.</p>			
ESTIMATED FINANCIAL IMPACT:			
<p>The plan update will drive the level of funding required in future years to bring the stormwater system up to date on required maintenance and improvements.</p>			
LIFE EXPECTANCY OF PROJECT: <u>20 years</u>			
COST ESTIMATE METHOD (SOURCE): <u>By Staff</u>		DATE: <u>2019</u> <small>of last cost estimate</small>	

PROJECT COST SCHEDULE							
	Expenses to Date	FY20	FY21	FY22	FY23	FY24	5 Year TOTAL
CAPITAL COSTS							
Eng/Planning/Design	-	250,000	-	-	-	-	250,000
Legal/permits	-	-	-	-	-	-	-
Land acquisition	-	-	-	-	-	-	-
Land preparation	-	-	-	-	-	-	-
Construction	-	-	-	-	-	-	-
Capital Equipment	-	-	-	-	-	-	-
Other (Specify):	-	-	-	-	-	-	-
SUBTOTAL	\$ -	\$ 250,000	\$ -	\$ -	\$ -	\$ -	\$ 250,000

PROJECT FUNDING SCHEDULE							
	Expenses to Date	FY20	FY21	FY22	FY23	FY24	5 Year TOTAL
FUNDING SOURCES							
General Fund	-	-	-	-	-	-	-
Transportation Impact	-	-	-	-	-	-	-
Penny 3 Fund	-	250,000	-	-	-	-	250,000
Tree Mitigation Fund	-	-	-	-	-	-	-
Capital Projects Fund	-	-	-	-	-	-	-
Grants:	-	-	-	-	-	-	-
TOTAL	\$ -	\$ 250,000	\$ -	\$ -	\$ -	\$ -	\$ 250,000

CITY OF SEMINOLE
FY 2020-2024 CAPITAL IMPROVEMENT PLAN PROJECT

PROJECT:	Citywide Roof Rehabilitation		
PROJECT TYPE:	Infrastructure- Repair	DEPARTMENT:	Public Works
PROJECT DESCRIPTION:			
<p>This project will repair existing leaks and substandard roofs at City facilities. Staff is developing a plan for roof repairs and replacement in the future five-year planning period.</p> <p>Recreation Center Roof- FY20: \$45,000 Fleet Maintenance Garage- FY20: \$140,000</p>			
ESTIMATED FINANCIAL IMPACT:			
There will be reduced repair and maintenance costs due to the rehabilitations.			
LIFE EXPECTANCY OF PROJECT:	10 years		
COST ESTIMATE METHOD (SOURCE):	By Contractor	DATE:	2019
			of last cost estimate

PROJECT COST SCHEDULE							
	Expenses to Date	FY20	FY21	FY22	FY23	FY24	5 Year TOTAL
CAPITAL COSTS							
Eng/Planning/Design	-	-	-	-	-	-	-
Legal/permits	-	-	-	-	-	-	-
Land acquisition	-	-	-	-	-	-	-
Land preparation	-	-	-	-	-	-	-
Construction	-	185,000	-	-	-	-	185,000
Capital Equipment	-	-	-	-	-	-	-
Other (Specify):	-	-	-	-	-	-	-
SUBTOTAL	\$ -	\$ 185,000	\$ -	\$ -	\$ -	\$ -	\$ 185,000

PROJECT FUNDING SCHEDULE							
	Expenses to Date	FY20	FY21	FY22	FY23	FY24	5 Year TOTAL
FUNDING SOURCES							
General Fund	-	-	-	-	-	-	-
Penny 3 Fund	-	-	-	-	-	-	-
Tree Mitigation Fund	-	-	-	-	-	-	-
Capital Projects Fund	-	185,000	-	-	-	-	185,000
Grants:	-	-	-	-	-	-	-
TOTAL	\$ -	\$ 185,000	\$ -	\$ -	\$ -	\$ -	\$ 185,000

CITY OF SEMINOLE
FY 2020-2024 CAPITAL IMPROVEMENT PLAN PROJECT

PROJECT TITLE:	Citywide Street Resurfacing and Rehabilitation		
PROJECT TYPE:	Infrastructure	DEPARTMENT:	Public Works
PROJECT DESCRIPTION:	<p>This project appropriates annual funding for minor roadway repairs within the City in FY 2019-2020. A revised pavement condition index is underway in FY 2018-2019. This study and subsequent plan will be presented to City Council in Summer 2019 and they will determine the appropriate level of funding in future years to bring all roadways up to an appropriate standard. Staff will then identify roadway sections to be completed in the upcoming fiscal year.</p>		
ESTIMATED FINANCIAL IMPACT:	<p>This is an ongoing maintenance project that may have a minor impact since it will reduce the amount of temporary repairs required that are an insignificant expense in Florida.</p>		
LIFE EXPECTANCY OF PROJECT:	15 years		
COST ESTIMATE METHOD (SOURCE):	By Staff		DATE: 2018 <small>or last cost estimate</small>

PROJECT COST SCHEDULE							
	Expenses to Date	FY20	FY21	FY22	FY23	FY24	5 Year TOTAL
CAPITAL COSTS							
Eng/Planning/Design	-	-	-	-	-	-	-
Legal/permits	-	-	-	-	-	-	-
Land acquisition	-	-	-	-	-	-	-
Land preparation	-	-	-	-	-	-	-
Construction	140,050	177,000	-	-	-	-	177,000
Other (Specify):	-	-	-	-	-	-	-
SUBTOTAL	\$140,050	\$177,000	\$ -	\$ -	\$ -	\$ -	\$177,000

PROJECT FUNDING SCHEDULE							
	Expenses to Date	FY20	FY21	FY22	FY23	FY24	5 Year TOTAL
FUNDING SOURCES							
General Fund	-	-	-	-	-	-	-
Transportation Impact	-	-	-	-	-	-	-
Penny 3 Fund	-	-	-	-	-	-	-
Tree Mitigation Fund	-	-	-	-	-	-	-
Capital Projects Fund	140,050	177,000	-	-	-	-	177,000
Grants:	-	-	-	-	-	-	-
TOTAL	\$140,050	\$177,000	\$ -	\$ -	\$ -	\$ -	\$177,000

CITY OF SEMINOLE
FY 2020-2024 CAPITAL IMPROVEMENT PLAN PROJECT

PROJECT:	Drainage Improvements		
PROJECT TYPE:	Infrastructure	DEPARTMENT:	Public Works
PROJECT DESCRIPTION:			
Drainage rehabilitation and improvement that have been identified in the City's existing 2000 Stormwater Master Plan.			
ESTIMATED FINANCIAL IMPACT:			
There will be a slight reduction in maintenance and repair costs after construction is completed. The pipe replacement would eliminate the potential for a large unexpected repair project in the near future.			
Upon completion of the Stormwater Master Plan Update in FY 2019-2020, funding will be updated.			
LIFE EXPECTANCY OF PROJECT:	50 years		
COST ESTIMATE METHOD (SOURCE):	By Staff		DATE: 2018 <small>of last cost estimate</small>

PROJECT COST SCHEDULE							
	Expenses To Date	FY20	FY21	FY22	FY23	FY24	5 Year TOTAL
CAPITAL COSTS							
Eng/Planning/Design	-	-	-	-	-	-	-
Legal/permits	-	-	-	-	-	-	-
Land acquisition	-	-	-	-	-	-	-
Land preparation	-	-	-	-	-	-	-
Construction	-	150,000	-	-	-	-	150,000
Capital Equipment	-	-	-	-	-	-	-
Other (Specify):	-	-	-	-	-	-	-
SUBTOTAL	\$ -	\$ 150,000	\$ -	\$ -	\$ -	\$ -	\$ 150,000

PROJECT FUNDING SCHEDULE							
	Expenses to Date	FY20	FY21	FY22	FY23	FY24	5 Year TOTAL
FUNDING SOURCES							
General Fund	-	-	-	-	-	-	-
Penny 3 Fund	-	-	-	-	-	-	-
Tree Mitigation Fund	-	-	-	-	-	-	-
Capital Projects Fund	-	150,000	-	-	-	-	150,000
Grants:	-	-	-	-	-	-	-
TOTAL	\$ -	\$ 150,000	\$ -	\$ -	\$ -	\$ -	\$ 150,000

CITY OF SEMINOLE
FY 2020-2024 CAPITAL IMPROVEMENT PLAN PROJECT

PROJECT:	Seminole Fire Station 129 Bay Pines		
PROJECT TYPE:	Building	DEPARTMENT:	Fire
PROJECT DESCRIPTION:			
<p>Fire Station 129 will be a Fire & EMS station to provide services to the residents and visitors of the Bay Pines area of the Seminole Fire District. A Development Agreement from 2011 designated land, now owned by the City, for future station. Funding in FY 2019-2020 will be used to fine tune conceptual designs that currently exist. The City will also be proactively working with Pinellas County to develop a timeline for final design, construction and funding during the five-year planning period.</p>			
ESTIMATED FINANCIAL IMPACT:			
Building construction costs and ongoing operating costs will be estimated in final design.			
LIFE EXPECTANCY OF PROJECT: <u>50 years</u>			
COST ESTIMATE METHOD (SOURCE): <u>By Staff</u>		DATE: <u>2019</u> <small>of last cost estimate</small>	

PROJECT COST SCHEDULE							
	Expenses to Date	FY20	FY21	FY22	FY23	FY24	5 Year TOTAL
CAPITAL COSTS							
Eng/Planning/Design	-	150,000	-	-	-	-	150,000
Legal/permits	-	-	-	-	-	-	-
Land acquisition	-	-	-	-	-	-	-
Land preparation	-	-	-	-	-	-	-
Construction	-	-	-	-	-	-	-
Capital Equipment	-	-	-	-	-	-	-
Other (Specify):	-	-	-	-	-	-	-
SUBTOTAL	\$ -	\$ 150,000	\$ -	\$ -	\$ -	\$ -	\$ 150,000

PROJECT FUNDING SCHEDULE							
	Expenses to Date	FY20	FY21	FY22	FY23	FY24	5 Year TOTAL
FUNDING SOURCES							
General Fund	-	-	-	-	-	-	-
Transportation Impact	-	-	-	-	-	-	-
Penny 3 Fund	-	150,000	-	-	-	-	150,000
Tree Mitigation Fund	-	-	-	-	-	-	-
Capital Projects Fund	-	-	-	-	-	-	-
Pinellas County (reimburseme	-	(105,000)	-	-	-	-	(105,000)
TOTAL	\$ -	\$ 150,000	\$ -	\$ -	\$ -	\$ -	\$ 150,000

CITY OF SEMINOLE
FY 2020-2024 CAPITAL IMPROVEMENT PLAN PROJECT

PROJECT:	City Hall Exterior Rehabilitation		
PROJECT TYPE:	Infrastructure- Repair	DEPARTMENT:	Public Works
PROJECT DESCRIPTION:			
This project will rehabilitate City Hall exterior structural finishes including windows, stucco repair, painting, and sealant.			
ESTIMATED FINANCIAL IMPACT:			
None.			
LIFE EXPECTANCY OF PROJECT:			
15 years			
COST ESTIMATE METHOD (SOURCE):			
By Contractor			
DATE:			
2019 <small>of last cost estimate</small>			

PROJECT COST SCHEDULE							
	Expenses to Date	FY20	FY21	FY22	FY23	FY24	5 Year TOTAL
CAPITAL COSTS							
Eng/Planning/Design	-	-	-	-	-	-	-
Legal/permits	-	-	-	-	-	-	-
Land acquisition	-	-	-	-	-	-	-
Land preparation	-	-	-	-	-	-	-
Construction	-	-	-	-	-	-	-
Capital Equipment	-	50,000	-	-	-	-	50,000
Other (Specify):	-	-	-	-	-	-	-
SUBTOTAL	\$ -	\$ 50,000	\$ -	\$ -	\$ -	\$ -	\$ 50,000

PROJECT FUNDING SCHEDULE							
	Expenses to Date	FY20	FY21	FY22	FY23	FY24	5 Year TOTAL
FUNDING SOURCES							
General Fund	-	-	-	-	-	-	-
Transportation Impact	-	-	-	-	-	-	-
Penny 3 Fund	-	-	-	-	-	-	-
Tree Mitigation Fund	-	-	-	-	-	-	-
Capital Projects Fund	-	50,000	-	-	-	-	50,000
Grants:	-	-	-	-	-	-	-
TOTAL	\$ -	\$ 50,000	\$ -	\$ -	\$ -	\$ -	\$ 50,000

CITY OF SEMINOLE
FY 2020-2024 CAPITAL IMPROVEMENT PLAN PROJECT

PROJECT:	Fitness Center Equipment Replacement					
PROJECT TYPE:	Equipment	DEPARTMENT:	Recreation			
PROJECT DESCRIPTION:						
<p>The Recreation Fitness Center is heavily used by the community. Equipment is regularly inspected and maintained to extend its useful life, however scheduled replacements are needed during the next five years.</p> <p>FY 20: The weight machines were originally bought in 2001. The average life expectancy is twelve years and they are currently 18 years old. The current equipment has rust, broken cables and replacement parts are no longer being manufactured. Cost: \$30,000</p> <p>FY 21: The 6 stationary bikes were purchased in 2012 with a life expectancy of 7 years. Due to proactive maintenance the replacements have been pushed out 2 years. The bikes will be 9 years in FY21. Cost: \$18,000</p> <p>FY 22: The City purchased 11 spin bikes in 2015. The bikes are used three times a week for indoor cycling classes. The average life span of a spin bike, in a commercial setting, is 8 years. Since this classes generate revenue the replacement becomes a priority. Cost: \$13,000</p> <p>Three (3) elliptical and 2 gliders are due for replacement. Some of these items have been deferred from FY15 because it was not necessary at that time. The ellipticals are 8 years old and the gliders are 5 years old. The machines are used daily and require more maintenance than new pieces of equipment. Cost: \$20,000</p> <p>FY 24: The City purchased 6 treadmills in FY 15. Treadmills are the most used equipment in the fitness center. The average commercial treadmill lasts between 7-10 years. The treadmills with the TV have been extremely popular. At this time, it is anticipated these type of treadmills will replace existing treadmills in FY 24. At that point the equipment will be 10 years old. Cost: \$40,000</p>						
ESTIMATED FINANCIAL IMPACT:						
New equipment will reduce repair and maintenance costs due to new equipment warranties and maintain the revenues received for use of the equipment.						
LIFE EXPECTANCY OF PROJECT:	7-15 years					
COST ESTIMATE METHOD (SOURCE):	By Staff				DATE:	2019
					of last cost estimate	

PROJECT COST SCHEDULE							
	Expenses to Date	FY20	FY21	FY22	FY23	FY24	5 Year TOTAL
CAPITAL COSTS							
Capital Equipment	-	30,000	18,000	33,000	-	40,000	121,000
SUBTOTAL	\$ -	\$ 30,000	\$ 18,000	\$ 33,000	\$ -	\$ 40,000	\$ 121,000

PROJECT: Fitness Center Equipment Replacement

PROJECT FUNDING SCHEDULE							
	Expenses to Date	FY20	FY21	FY22	FY23	FY24	5 Year TOTAL
FUNDING SOURCES							
Capital Projects Fund	-	30,000	18,000	33,000	-	40,000	121,000
TOTAL	\$ -	\$ 30,000	\$ 18,000	\$ 33,000	\$ -	\$ 40,000	\$ 121,000

CITY OF SEMINOLE
FY 2020-2024 CAPITAL IMPROVEMENT PLAN PROJECT

PROJECT:	Retractable Bleacher Replacement		
PROJECT TYPE:	Equipment	DEPARTMENT:	Recreation
PROJECT DESCRIPTION: The gymnasium's retractable bleachers are 20 years old and in need of replacement as there are numerous maintenance issues.			
ESTIMATED FINANCIAL IMPACT: None.			
LIFE EXPECTANCY OF PROJECT: <u>15 years</u>			
COST ESTIMATE METHOD (SOURCE): <u>By Vendor</u>		DATE: <u>2019</u> of last cost estimate	

PROJECT COST SCHEDULE							
	Expenses to Date	FY20	FY21	FY22	FY23	FY24	5 Year TOTAL
CAPITAL COSTS							
Eng/Planning/Design	-	-	-	-	-	-	-
Legal/permits	-	-	-	-	-	-	-
Land acquisition	-	-	-	-	-	-	-
Land preparation	-	-	-	-	-	-	-
Construction	-	-	-	-	-	-	-
Capital Equipment	-	19,000	-	-	-	-	19,000
Other (Specify):	-	-	-	-	-	-	-
SUBTOTAL	\$ -	\$ 19,000	\$ -	\$ -	\$ -	\$ -	\$ 19,000

PROJECT FUNDING SCHEDULE							
	Expenses to Date	FY20	FY21	FY22	FY23	FY24	5 Year TOTAL
FUNDING SOURCES							
General Fund	-	-	-	-	-	-	-
Transportation Impact	-	-	-	-	-	-	-
Penny 3 Fund	-	-	-	-	-	-	-
Tree Mitigation Fund	-	-	-	-	-	-	-
Capital Projects Fund	-	19,000	-	-	-	-	19,000
Grants:	-	-	-	-	-	-	-
TOTAL	\$ -	\$ 19,000	\$ -	\$ -	\$ -	\$ -	\$ 19,000

CITY OF SEMINOLE
FY 2020-2024 CAPITAL IMPROVEMENT PLAN PROJECT

PROJECT:	Recreation Center Party Room Floor		
PROJECT TYPE:	Improvement	DEPARTMENT:	Recreation
PROJECT DESCRIPTION:			
The Recreation Center's 551 square-foot "Party Room's" original floor of square vinyl composite tiles was installed in 2000. The Recreation Department utilizes this room to host Party Packages for a fee. The floor is outdated and beyond its useful life. Funds to replace the floor and give the room an updated look will be spent in FY20.			
ESTIMATED FINANCIAL IMPACT:			
None, regular maintenance to maintain useful life.			
LIFE EXPECTANCY OF PROJECT: <u>10-15 years</u>			
COST ESTIMATE METHOD (SOURCE):		<u>By Staff</u>	DATE: <u>2019</u> <small>of last cost estimate</small>

PROJECT COST SCHEDULE							
	Expenses to Date	FY20	FY21	FY22	FY23	FY24	5 Year TOTAL
CAPITAL COSTS							
Eng/Planning/Design	-	-	-	-	-	-	-
Legal/permits	-	-	-	-	-	-	-
Land acquisition	-	-	-	-	-	-	-
Land preparation	-	-	-	-	-	-	-
Construction	-	-	-	-	-	-	-
Capital Equipment	-	18,000	-	-	-	-	18,000
Other (Specify):	-	-	-	-	-	-	-
SUBTOTAL	\$ -	\$ 18,000	\$ -	\$ -	\$ -	\$ -	\$ 18,000

PROJECT FUNDING SCHEDULE							
	Expenses to Date	FY20	FY21	FY22	FY23	FY24	5 Year TOTAL
FUNDING SOURCES							
General Fund	-	-	-	-	-	-	-
Transportation Impact	-	-	-	-	-	-	-
Penny 3 Fund	-	-	-	-	-	-	-
Tree Mitigation Fund	-	-	-	-	-	-	-
Capital Projects Fund	-	18,000	-	-	-	-	18,000
Grants:	-	-	-	-	-	-	-
TOTAL	\$ -	\$ 18,000	\$ -	\$ -	\$ -	\$ -	\$ 18,000

CITY OF SEMINOLE
FY 2020-2024 CAPITAL IMPROVEMENT PLAN PROJECT

PROJECT:	Gymnasium Scoreboard Replacements		
PROJECT TYPE:	Equipment	DEPARTMENT:	Recreation
PROJECT DESCRIPTION:			
<p>The two scoreboards in the gymnasium were installed 19 years ago. The scoreboards are now experiencing technical and structural problems. The typical life expectancy of a scoreboard is 15 years.</p>			
ESTIMATED FINANCIAL IMPACT:			
None.			
LIFE EXPECTANCY OF PROJECT:			
15 years			
COST ESTIMATE METHOD (SOURCE):			
By Vendor			
DATE:			
2019			
of last cost estimate			

PROJECT COST SCHEDULE							
	Expenses to Date	FY20	FY21	FY22	FY23	FY24	5 Year TOTAL
CAPITAL COSTS							
Eng/Planning/Design	-	-	-	-	-	-	-
Legal/permits	-	-	-	-	-	-	-
Land acquisition	-	-	-	-	-	-	-
Land preparation	-	-	-	-	-	-	-
Construction	-	-	-	-	-	-	-
Capital Equipment	-	10,100	-	-	-	-	10,100
Other (Specify):	-	-	-	-	-	-	-
SUBTOTAL	\$ -	\$ 10,100	\$ -	\$ -	\$ -	\$ -	\$ 10,100

PROJECT FUNDING SCHEDULE							
	Expenses to Date	FY20	FY21	FY22	FY23	FY24	5 Year TOTAL
FUNDING SOURCES							
General Fund	-	-	-	-	-	-	-
Transportation Impact	-	-	-	-	-	-	-
Penny 3 Fund	-	-	-	-	-	-	-
Tree Mitigation Fund	-	-	-	-	-	-	-
Capital Projects Fund	-	10,100	-	-	-	-	10,100
Grants:	-	-	-	-	-	-	-
TOTAL	\$ -	\$ 10,100	\$ -	\$ -	\$ -	\$ -	\$ 10,100

CITY OF SEMINOLE

FY 2020-2024 CAPITAL IMPROVEMENT PLAN PROJECT

PROJECT: Server Replacements	
PROJECT TYPE: Equipment	DEPARTMENT: Finance
PROJECT DESCRIPTION: The City has 13 servers to support City operations. Servers are covered under warranty for five years and the City seeks to get 7-9 useful years of service from each unit. When servers are replaced, they are repurposed as back-ups until they are retired.	
Server	Year Cost
City Hall SQL	2020 \$10,000 <i>A portion will be paid by Pinellas County for fire services</i>
City Hall SAN	2021 \$15,000 <i>A portion will be paid by Pinellas County for fire services</i>
Fire/PW/EOC	2021 \$10,000 <i>A portion will be paid by Pinellas County for fire services</i>
Recreation/Library	2022 \$10,000
City Hall	2022 \$13,000 <i>A portion will be paid by Pinellas County for fire services</i>
ESTIMATED FINANCIAL IMPACT: There are no additional operating costs once servers are replaced.	
LIFE EXPECTANCY OF PROJECT:	8 years
COST ESTIMATE METHOD (SOURCE):	By Staff
	DATE: 2019 <small>of last cost estimate</small>

PROJECT COST SCHEDULE							
	Expenses to Date	FY20	FY21	FY22	FY23	FY24	5 Year TOTAL
CAPITAL COSTS							-
City Hall SQL Server	-	10,000	-	-	-	-	10,000
City Hall SAN Server	-	-	15,000	-	-	-	15,000
PW/Fire Host Server	-	-	10,000	-	-	-	10,000
Rec/Library Host Server	-	-	-	10,000	-	-	10,000
City Hall Server	-	-	-	13,000	-	-	13,000
SUBTOTAL	\$ -	\$ 10,000	\$ 25,000	\$ 23,000	\$ -	\$ -	\$ 58,000

PROJECT FUNDING SCHEDULE							
	Expenses to Date	FY20	FY21	FY22	FY23	FY24	5 Year TOTAL
FUNDING SOURCES							
General Fund	-	-	-	-	-	-	-
Transportation Impact	-	-	-	-	-	-	-
Capital Projects Fund	-	10,000	25,000	23,000	-	-	58,000
Pinellas County (reimburseme	-	(4,200)	(15,300)	(5,460)	-	-	-
TOTAL	\$ -	\$ 10,000	\$ 25,000	\$ 23,000	\$ -	\$ -	\$ 58,000

CITY OF SEMINOLE

FY 2020-2024 CAPITAL IMPROVEMENT PLAN PROJECT

PROJECT:	eSports Lounge Conversion - Gaming Computers		
PROJECT TYPE:	Equipment	DEPARTMENT:	Recreation
PROJECT DESCRIPTION:			
<p>The Digital Den is being converted into an eSports Lounge to better accommodate the growing demand and interest in eSports. Various computers along with their gaming components need to be purchased in order to have a fully functioning eSports Lounge. Most games operate on a 5-on-5 team match up. While the City's eSports program grows, three gaming computers will be purchased in FY 2020 in order to kickoff the lounge for gaming and streaming purposes. In FY 2021, an additional two gaming computers will be purchased to complete the 5-on-5 matchup capability.</p>			
ESTIMATED FINANCIAL IMPACT:			
<p>Maintenance costs are minimal. (In FY 2019 the internet bandwidth was increased at the Recreation Center from 16Mb per second to 400Mb per second and is already reflected in the Recreation Center's operating budget.)</p>			
LIFE EXPECTANCY OF PROJECT:	5 years		
COST ESTIMATE METHOD (SOURCE):	By Staff	DATE:	2019
			of last cost estimate

PROJECT COST SCHEDULE							
	Expenses to Date	FY20	FY21	FY22	FY23	FY24	5 Year TOTAL
CAPITAL COSTS							
Eng/Planning/Design	-	-	-	-	-	-	-
Legal/permits	-	-	-	-	-	-	-
Land acquisition	-	-	-	-	-	-	-
Land preparation	-	-	-	-	-	-	-
Construction	-	-	-	-	-	-	-
Capital Equipment	-	9,000	6,000	-	-	-	15,000
Other (Specify):	-	-	-	-	-	-	-
SUBTOTAL	\$ -	\$ 9,000	\$ 6,000	\$ -	\$ -	\$ -	\$ 15,000

PROJECT FUNDING SCHEDULE							
	Expenses to Date	FY20	FY21	FY22	FY23	FY24	5 Year TOTAL
FUNDING SOURCES							
Capital Projects Fund	-	9,000	6,000	-	-	-	15,000
Penny 3 Fund	-	-	-	-	-	-	-
TOTAL	\$ -	\$ 9,000	\$ 6,000	\$ -	\$ -	\$ -	\$ 15,000

CITY OF SEMINOLE
FY 2020-2024 CAPITAL IMPROVEMENT PLAN PROJECT

PROJECT:	Computer Replacements		
PROJECT TYPE:	Equipment	DEPARTMENT:	Finance
PROJECT DESCRIPTION:			
<p>The City has more than 270 connected electronic devices including desktop computers, laptops, smart phones, and servers to support City operations. Desktop computers are replaced every five years. Funding for future computer replacements had been placed in the CIP Fund; however, as the cost of technology has decreased these CIP funds will be depleted and computer replacements will be budgeted in annual operating budgets for user departments. As this conversion occurs, in the future this project will no longer appear in the Capital Improvements Plan.</p>			
ESTIMATED FINANCIAL IMPACT:			
<p>Computers are purchased with the required licenses and software to support operations and users. Depending on the user, licenses may be required to be upgraded or renewed prior to a hardware replacement, but this is infrequent and costs are usually below \$500. This is budgeted separately in operating budgets for user departments.</p>			
LIFE EXPECTANCY OF PROJECT:	5 years		
COST ESTIMATE METHOD (SOURCE):	By Staff		DATE: 2019 <small>of last cost estimate</small>

PROJECT COST SCHEDULE							
		FY20	FY21	FY22	FY23	FY24	5 Year TOTAL
CAPITAL COSTS							
Council Chambers		2,000	-	1,400	-	-	3,400
City Manager		-	1,400	-	-	-	1,400
Council Ipads		-	-	-	5,000	-	5,000
Library		1,400	2,800	-	2,800	-	7,000
Recreation		1,400	-	-	-	-	1,400
Community Development		1,000	2,000	-	-	-	3,000
Public Works		1,400	1,400	-	-	-	2,800
Fire Rescue		2,800	-	-	-	-	2,800
SUBTOTAL		\$ 10,000	\$ 7,600	\$ 1,400	\$ 7,800	\$ -	\$ 26,800

PROJECT FUNDING SCHEDULE							
	Expenses to Date	FY20	FY21	FY22	FY23	FY24	5 Year TOTAL
FUNDING SOURCES							
General Fund	-	7,600	7,600	1,400	7,800	-	24,400
Capital Projects Fund	-	2,400	-	-	-	-	2,400
TOTAL	\$ -	\$ 10,000	\$ 7,600	\$ 1,400	\$ 7,800	\$ -	\$ 26,800

CITY OF SEMINOLE
FY 2020-2024 CAPITAL IMPROVEMENT PLAN PROJECT

PROJECT:	Network Switch Replacements		
PROJECT TYPE:	Equipment	DEPARTMENT:	Finance
PROJECT DESCRIPTION:			
<p>The City utilizes seven network switches to connect its computer network in sending and receiving data. Three are being replaced in FY 2019-2020 and over the next five years, the remaining four will be replaced. All of the City's network switches were purchased in 2010, and have a useful life of 5-8 years.</p>			
Switch	Year	Cost	
EOC- 1GB	2020	\$3,200	<i>City retains approx. 50% of cost for fire service district</i>
Public Works- 1GB	2020	\$3,200	
F.S. #29- 1GB	2021	\$3,200	<i>City retains approx. 30% of cost for fire service district</i>
Fleet Maintenance- 1GB	2021	\$3,200	<i>City retains approx. 30% of cost for fire service district</i>
ESTIMATED FINANCIAL IMPACT:			
There are no recurring costs as a result of these capital replacements.			
LIFE EXPECTANCY OF PROJECT:	8 years		
COST ESTIMATE METHOD (SOURCE):	By Staff		DATE: 2019 <small>of last cost estimate</small>

PROJECT COST SCHEDULE							
	Expenses to Date	FY20	FY21	FY22	FY23	FY24	5 Year TOTAL
CAPITAL COSTS							
Eng/Planning/Design	-	-	-	-	-	-	-
Land acquisition	-	-	-	-	-	-	-
Construction	-	-	-	-	-	-	-
Capital Equipment	12,600	6,400	6,400	-	-	-	12,800
Other (Specify):	-	-	-	-	-	-	-
SUBTOTAL	\$ 12,600	\$ 6,400	\$ 6,400	\$ -	\$ -	\$ -	\$ 12,800

PROJECT FUNDING SCHEDULE							
	Expenses to Date	FY20	FY21	FY22	FY23	FY24	5 Year TOTAL
FUNDING SOURCES							
General Fund	-	6,400	6,400	-	-	-	12,800
TOTAL	\$ 12,600	\$ 6,400	\$ 6,400	\$ -	\$ -	\$ -	\$ 12,800

CITY OF SEMINOLE
FY 2020-2024 CAPITAL IMPROVEMENT PLAN PROJECT

PROJECT:	Park Signage		
PROJECT TYPE:	Infrastructure-New	DEPARTMENT:	Public Works
PROJECT DESCRIPTION: Council approved two new masonry monument signs to be constructed for Waterfront Park and Blossom Lake Park after construction is completed.			
ESTIMATED FINANCIAL IMPACT: Minor repair costs throughout useful life.			
LIFE EXPECTANCY OF PROJECT: <u>30 years</u>			
COST ESTIMATE METHOD (SOURCE): <u>By Vendor</u>		DATE: <u>2018</u> <small>of last cost estimate</small>	

PROJECT COST SCHEDULE							
	Expenses to Date	FY20	FY21	FY22	FY23	FY24	5 Year TOTAL
CAPITAL COSTS							
Eng/Planning/Design	-	-	-	-	-	-	-
Legal/permits	-	-	-	-	-	-	-
Land acquisition	-	-	-	-	-	-	-
Land preparation	-	-	-	-	-	-	-
Construction	-	-	75,000	-	-	-	75,000
Capital Equipment	-	-	-	-	-	-	-
Other (Specify):	-	-	-	-	-	-	-
SUBTOTAL	\$ -	\$ -	\$ 75,000	\$ -	\$ -	\$ -	\$ 75,000

PROJECT FUNDING SCHEDULE							
	Expenses to Date	FY20	FY21	FY22	FY23	FY24	5 Year TOTAL
FUNDING SOURCES							
General Fund	-	-	-	-	-	-	-
Transportation Impact	-	-	-	-	-	-	-
Penny 3 Fund	-	-	75,000	-	-	-	75,000
Tree Mitigation Fund	-	-	-	-	-	-	-
Capital Projects Fund	-	-	-	-	-	-	-
Grants:	-	-	-	-	-	-	-
TOTAL	\$ -	\$ -	\$ 75,000	\$ -	\$ -	\$ -	\$ 75,000

CITY OF SEMINOLE
FY 2020-2024 CAPITAL IMPROVEMENT PLAN PROJECT

PROJECT:	Recreation Center Furniture Replacement					
PROJECT TYPE:	Equipment	DEPARTMENT:	Recreation			
PROJECT DESCRIPTION:						
<p>The Recreation Center opened with 400 black folding chairs, approximately 50 have broken and are no longer in use. The 350 remaining chairs are at the end of their functional useful life. The chairs will be replaced with padded seat style chairs similar to the ones in the Recreation Center's upstairs meeting rooms. The replacement cost of 300 padded chairs is approximately \$46 each, or \$14,000 total.</p> <p>In addition, staff will replace 24 6-foot tables which have exceeded their useful life at a cost of approximately \$330 each, or \$8,000 total.</p>						
ESTIMATED FINANCIAL IMPACT:						
None.						
LIFE EXPECTANCY OF PROJECT:						
15-20 years						
COST ESTIMATE METHOD (SOURCE):						
By Vendor						
DATE:						2019
						of last cost estimate

PROJECT COST SCHEDULE							
	Expenses to Date	FY20	FY21	FY22	FY23	FY24	5 Year TOTAL
CAPITAL COSTS							
Land acquisition	-	-	-	-	-	-	-
Land preparation	-	-	-	-	-	-	-
Construction	-	-	-	-	-	-	-
Capital Equipment	-	-	22,000	-	-	-	22,000
Other (Specify):	-	-	-	-	-	-	-
SUBTOTAL	\$ -	\$ -	\$ 22,000	\$ -	\$ -	\$ -	\$ 22,000

PROJECT FUNDING SCHEDULE							
	Expenses to Date	FY20	FY21	FY22	FY23	FY24	5 Year TOTAL
FUNDING SOURCES							
General Fund	-	-	-	-	-	-	-
Transportation Impact	-	-	-	-	-	-	-
Penny 3 Fund	-	-	-	-	-	-	-
Tree Mitigation Fund	-	-	-	-	-	-	-
Capital Projects Fund	-	-	22,000	-	-	-	22,000
Grants:	-	-	-	-	-	-	-
TOTAL	\$ -	\$ -	\$ 22,000	\$ -	\$ -	\$ -	\$ 22,000

CITY OF SEMINOLE
FY 2020-2024 CAPITAL IMPROVEMENT PLAN PROJECT

PROJECT:	Radio Replacements		
PROJECT TYPE:	Equipment	DEPARTMENT:	Public Works
PROJECT DESCRIPTION:			
<p>In FY 2016, the City purchased twenty (20) radio replacements for use by Public Works staff. The cost of each radio unit was approximately \$365, or \$7,300 in equipment. In addition, several ancillary devices such as multichargers, battery backups, and installation costs yielded a total cost of \$12,600. The useful life of the radio is 5 to 7 years and replacement is estimated by FY23.</p>			
ESTIMATED FINANCIAL IMPACT:			
Replacement of the existing radios will reduce future maintenance and repair costs.			
LIFE EXPECTANCY OF PROJECT:	5 to 7 years		
COST ESTIMATE METHOD (SOURCE):	By Staff		DATE: 2018 <small>of last cost estimate</small>

PROJECT COST SCHEDULE							
	Expenses to date	FY20	FY21	FY22	FY23	FY24	5 Year TOTAL
CAPITAL COSTS							
Eng/Planning/Design	-	-	-	-	-	-	-
Legal/permits	-	-	-	-	-	-	-
Land acquisition	-	-	-	-	-	-	-
Land preparation	-	-	-	-	-	-	-
Construction	-	-	-	-	-	-	-
Capital Equipment	-	-	-	-	13,000	-	13,000
Other (Specify):	-	-	-	-	-	-	-
SUBTOTAL	\$ -	\$ -	\$ -	\$ -	\$ 13,000	\$ -	\$ 13,000

PROJECT FUNDING SCHEDULE							
	Expenses to Date	FY20	FY21	FY22	FY23	FY24	5 Year TOTAL
FUNDING SOURCES							
General Fund	-	-	-	-	-	-	-
Transportation Impact	-	-	-	-	-	-	-
Penny 3 Fund	-	-	-	-	-	-	-
Tree Mitigation Fund	-	-	-	-	-	-	-
Capital Projects Fund	-	-	-	-	13,000	-	13,000
Grants:	-	-	-	-	-	-	-
TOTAL	\$ -	\$ -	\$ -	\$ -	\$ 13,000	\$ -	\$ 13,000



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CITY OF SEMINOLE

FY 2019-2020 ADOPTED BUDGET

GLOSSARY

GLOSSARY

ACCRUAL BASIS - The basis of accounting under which transactions are recognized when they occur, regardless of the timing of related cash flows.

AD VALOREM TAX - A tax levied on the assessed value of real property. This tax is also known as property tax.

AMORTIZATION - (1) Gradual reduction, redemption or liquidation of the balance of an account according to a specified schedule of times and amounts. (2) Provision for the extinguishment of a debt by means of a Debt Service Fund.

APPROPRIATION - An authorization granted by a legislative body to incur obligations and to expend public funds for a stated purpose. An appropriation is usually limited in amount and as to the time when it may be expended.

ASSESSED VALUATION - A valuation set upon real estate or other property by a government as a basis for levying taxes.

AVAILABLE FUND BALANCE - This refers to the funds remaining from the prior year which are available for appropriation and expenditure in the current year.

BALANCED BUDGET - A budget in which planned funds available equal planned expenditures.

BOND - A written promise to pay a specified sum of money, called the face value or principal amount, at a specified date or dates in the future, called the maturity date(s), together with periodic interest at a specified rate. The difference between a note and a bond is that the latter runs for a longer period of time.

BUDGET - A plan of financial operation embodying an estimate of proposed expenditures for a given period and the proposed means of financing them. Used without any modifier, the term usually indicates a financial plan for a single fiscal year.

BUDGETARY CONTROL - The control or management of a government or enterprise in accordance with an approved budget for the purpose of keeping expenditures within the limitations of available appropriations and available revenues.

CAPITAL IMPROVEMENT PROJECT - A project involving the construction, purchase, replacement or renovation of land, buildings, streets, or other physical structures resulting in a fixed asset or an improvement to a fixed asset with a life expectancy of at least five (5) years which has a one-time acquisition cost of \$10,000 or more.

GLOSSARY

CAPITAL IMPROVEMENT PLAN (CIP) - A comprehensive long-range schedule of approved capital improvement projects indicating priority in terms of need and ability to finance. The program full plan covers a ten-year period, the first year of which is adopted as the Capital Improvement Budget with an additional four projected years shown in the Budget.

CAPITAL EXPENDITURE - The purchase, acquisition or construction of any item having a unit cost of \$5,000 or more with a useful life of at least one year. Typical capital outlay includes vehicles, equipment, and facilities.

CONSUMER PRICE INDEX (CPI) - A statistical description of price levels provided by the U.S. Department of Labor. The index is used as a measure of cost of living and economic inflation.

DEBT LIMIT - The maximum amount of gross or net debt which is legally permitted.

DEBT SERVICE - The payment of principal and interest on borrowed funds, such as bonds.

DEPARTMENT - An organizational unit responsible for carrying out a major governmental function, such as Fire Rescue or Recreation.

ENCUMBRANCE - An amount of money committed for the payment of goods and services not yet received or paid for.

FIDUCIARY FUND – Used to account for funds held in trust for others that cannot be used to support the governments programs. An example would be an employee pension fund.

FISCAL YEAR - A 12-month period to which the annual operating budget applies and at the end of which a government determines its financial position and the results of its operations. For the City this ranges from October 1 through September 30.

FIXED ASSETS - Assets of a long-term character which are intended to continue to be held or used, such as land, buildings, improvements other than buildings, machinery and equipment. A unit cost of \$5,000 or more with a useful life of at least one year.

FRANCHISE - A special privilege granted by a government permitting the continuing use of public property, such as city streets, and usually involving the elements of monopoly and regulation.

FULL FAITH AND CREDIT - A pledge of the general taxing power for the payment of debt obligations. Bonds carrying such pledges are referred to as general obligation bonds or full faith and credit bonds.

FULL-TIME POSITION - A position which qualifies for full City benefits, usually required to work 40 hours per week. However, full-time fire personnel work 56 hours per week and all part-time personnel working in excess of 30 hours per week are granted benefits as full-time employees.

GLOSSARY

FUND - A set of interrelated accounts to record revenues and expenditures associated with a specific purpose.

FUND BALANCE – Unspent funds that can be included as a funding source in the following year’s budget.

FUND TYPE - In governmental accounting, all funds are classified into eight generic fund types; General; Special Revenue, Debt Service, Capital Projects, Special Assessment, Enterprise, Internal Service, and Trust and Agency.

GAAP - Generally accepted accounting principles as propagated by the Governmental Accounting Standards Board.

GENERAL FUND - A fund containing revenues such as property taxes not designated by law for a special purpose. Some of the departments that are part of the General Fund include City Council, Fire Rescue and Law Enforcement.

GENERAL OBLIGATION BONDS - Bonds for the payment of which the full faith and credit of the issuing government are pledged.

GOAL - A long-range desirable result attained by achieving objectives designed to implement a strategy.

GOVERNMENTAL FUNDS – Apply to all funds except for the profit and loss funds. Examples are the General Fund and Special Events Fund.

GRANTS - Contributions or gifts of cash or other assets from another government to be used or expended for a specific purpose, activity or facility.

HOMESTEAD EXEMPTION - Pursuant to the Florida State Constitution, the first \$25,000 of assessed value of a home which the owner occupies as principal residence is exempt from the property tax. An additional second homestead may be available to some homeowners based on property value.

IMPACT FEE - A charge to a developer for infrastructure improvements that must be provided by the local government to serve the new development.

INTERFUND TRANSFER - Payment from one fund to another fund primarily for services provided.

INTERGOVERNMENTAL REVENUES - Revenues from other governments in the form of grants, entitlement, shared revenues or payments in lieu to taxes.

LINE ITEM - A specific item or group of similar items defined in a unique account in the financial records. Revenue and expenditures are anticipated and appropriated at this level. This is the lowest level of detail at which justification is reviewed and decisions are made.

GLOSSARY

MILLAGE - The tax rate on real property based on \$1 per \$1,000 of assessed property value.

OBJECTIVE - Something to be accomplished that is described in specific, well-defined, and measurable terms.

OPERATING BUDGET - Plans of current expenditures and the proposed means of financing them. The annual operating budget is the primary means by which most of the financing acquisition, spending and service delivery activities of a government are controlled. The use of an annual operating budget usually required by law.

OPERATING COSTS - Expenses for such items as supplies, contractual services, and utilities.

ORDINANCE - A formal legislative enactment by the governing board of a municipality. If it is not in conflict with any higher form of law, such as a state statute or constitutional provision, it has the full force and effect of law within the boundaries of the municipality to which it applies. Ordinarily, the statutes or charter will specify or imply those legislative actions which must be by ordinance and those which may be by resolution.

PART-TIME POSITION - Part-time employees work less than 30 hours per week and are not entitled to full-time employee benefits.

PERSONNEL COSTS- Refers to costs directly associated with employees, including salaries and benefits.

PERFORMANCE MEASURES - Specific quantitative and qualitative measures of work performed toward meeting an objective of the department.

PROGRAM - A distinct function of city government provided to the public or a function providing support to the direct services of other departments.

PROPERTY TAX - A tax levied on the assessed value of real property. This tax is also known as ad valorem tax.

R&M - Repairs and Maintenance

RECLASSIFICATION - The moving of an existing position from one personnel classification (title) to another based on study by the Personnel Office that the person is performing the duties of a classification other than that in which the employee is currently placed.

RESERVE - (1) An account used to earmark a portion of fund balance to indicate that it is not appropriated for expenditure; and (2) an account used to earmark a portion of fund equity as legally segregated for a specific future use.

RESOLUTION - A special or temporary order of a legislative body; and order of a legislative body requiring less legal formality than an ordinance or statute.

GLOSSARY

REVENUES - An addition to the assets of a fund which does not increase a liability, does not represent the recovery of an expenditure, does not represent the cancellation of a liability or a decrease in assets, and does not represent a contribution of fund capital in enterprise or in internal service funds.

ROLLED-BACK RATE - Under Florida law, the millage rate which when applied to the tax base, exclusive of new construction and annexations, would provide the same tax revenue to the City as was levied in the prior year.

SPECIAL ASSESSMENT - A compulsory levy made against certain properties to defray part of all of the cost of a specific improvement or service deemed to primarily benefit those properties.

SPECIAL REVENUE FUND - Fund used to account for the proceeds of a specific revenue source that are legally restricted to expenditures for specified purposes. An example is the Sewer Fund.

TAXABLE VALUE - The assessed value of property minus the homestead exemption and any other exemptions which may be applicable.

TEMPORARY POSITION - A temporary position is filled for a specified period of time, is not permanent in nature, and does not qualify for regular City benefits.

TRIM – “Truth in millage”. The “Truth in Millage Act, incorporated in Florida Statutes 200.065, requires that property owners be notified by mail of the proposed property taxes for the next fiscal year based on “tentative” budgets approved by the City, County, School board, and other taxing districts. The TRIM Act also includes specific requirements for newspaper advertisements of budget hearings.

TRUST AND AGENCY FUND - A type of fund used to account for assets held by the City in a trustee capacity or as an agent for individuals, private organizations, other governments, and/or other funds.

TRUST FUNDS - Funds used to account for assets held by a government in a trustee capacity for individuals, private organizations, other government and/or other funds.

USER CHARGES - The payment of a fee for direct receipt of a public service by the party benefiting from the service.

UTILITY TAX - A tax levied by the City on the customers of various utilities such as electricity, telephone, gas and water.