



City of
**DEERFIELD
BEACH**

Approved Annual Budget

Deerfield Beach, Florida
Fiscal Year 2008~2009



2008/09 Approved Budget



City of

D E E R F I E L D

B E A C H

Deerfield Beach, Florida

City Commission

Albert R. Capellini, Mayor

Sylvia Poitier, Vice Mayor

Steve Gonot

Pam Militello

Martin Popelsky

City Manager

Michael Mahaney

Director of Finance

Sally S. Siegel

City Clerk

Ada Graham-Johnson

READER'S GUIDE

TRANSMITTAL LETTER

The first critical reading of the Fiscal Year 2009 Approved Budget is the City Manager's Message. The reader will gain an understanding of the City Manager's vision, the critical issues facing the City, the recommended policies and procedural changes, as well as milestones that were reached during Fiscal Year 2008.

INTRODUCTION

This section provides a brief history of the City; an overview of its customers, its principal products and services, as well as its mission statement and philosophy. This section also includes a description of the budget process, the budget calendar, as well as miscellaneous statistical information.

BUDGETARY DATA BY FUND

Similar to an individual with more than one checking account, a municipality categorizes revenue and expenditures into separate funds according to purpose. In this section, each department/division within the fund is identified, and the goals and objectives as well as performance measures for each department are outlined. Also in this section are schedules of detailed revenue sources and expenditures by department/division.

The funds which have legally adopted budgets are as follows:

- General Fund
- Senior Services Fund
- State Revenue Sharing Fund
- Franchise Fees Fund
- CDBG Fund
- Road & Bridge Fund
- Utility Fund
- Solid Waste Fund
- Insurance Services Trust Fund

DEBT ADMINISTRATION

This section provides an overview of the City's debt policy. It gives a description of each outstanding bond issue as well as the City's existing debt service requirements, including future minimum lease payments. This section also presents the calculation of the City's legally authorized debt limit/margin.

CAPITAL IMPROVEMENT PROGRAM

This section provides a comprehensive listing and explanation of the capital needs of the City for the next five years.

GLOSSARY

This section provides the reader with a listing of terms and acronyms that are frequently utilized in the Adopted Budget.

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Deerfield Beach, the northernmost coastal community in Broward County, Florida, lies approximately 15.9 miles north of Fort Lauderdale along Florida's Gold Coast.

City of Deerfield Beach Organizational Chart



Deerfield Beach, Florida

City Commission & Districts



City of
**DEERFIELD
BEACH**



Mayor Albert R. Capellini, P.E.



Pam Militello
Commissioner District 1



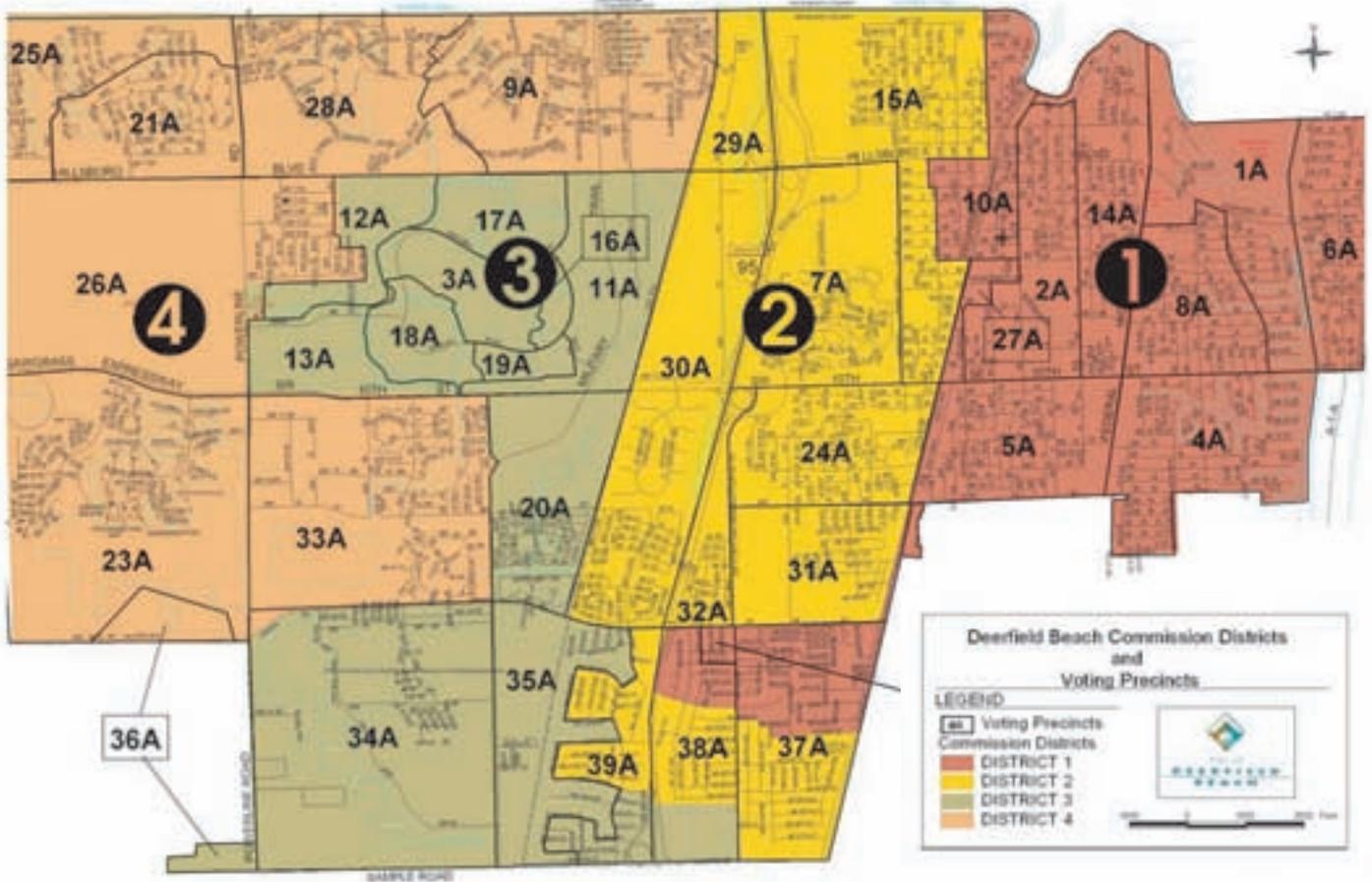
Vice Mayor Sylvia Poitier
Commissioner District 2



Martin Popelsky
Commissioner District 3



Steve Gonot
Commissioner District 4





DEERFIELD BEACH, FLORIDA

Vision

To be the most dynamic South Florida Coastal Community in which to live, work and play.

Mission

To enhance the quality of life within our community through a proactive and effective government.

Goals

1. A cleaner, greener city
2. Vitality and revitalization of business districts and neighborhoods
3. Superior customer service and customer focused government
4. Encourage a close working relationship between the public and private sectors
5. Proactively address issues that will affect the quality of life for our community
6. Ensure the financial health of city government
7. Provide a safe and healthy environment
8. Advance employee development and satisfaction
9. Effectively communicate among all levels of the organization and with the public

Values

1. Teamwork
2. Customer Service
3. Quality Work Products
4. Ethical Behavior and Integrity
5. Leadership
6. Continuous Improvement
7. Celebrate Achievement
8. Diversity of Workforce
9. Employee Ownership



August 5, 2008

Honorable Mayor, City Commission and Residents:

We are pleased to present the City of Deerfield Beach's Proposed Budget for fiscal year 2008-09 in compliance with Section 5.02 of the City Charter and State Statutes. Like last year's document, this financial plan is designed to provide maximum flexibility with the limited resources available to service the City's residents, business owners and visitors. It is essential that the current condition of the State of Florida's economy along with the national economy be considered as we proceed with developing the City's priorities and the manner in which they will be accomplished. To better understand the most effective way to accomplish the ends justifying the means, we must first look at recent enactments that strongly impact the City's ability to serve its taxpayers.

In January 2008 voters throughout the State of Florida overwhelmingly approved "Amendment 1" which effectively provided property owners with additional tax relief. Property owners may now double their homestead exemption to \$50,000, they are able to move their Save Our Homes benefits to new homesteaded property that they purchase with "portability", business and mobile home residents receive a \$25,000 break on their tangible personal property taxes and non-homesteaded property owners receive a 10% cap on annual increases. As result of this legislation, the assessed value of property in Deerfield Beach decreased by over \$388 million. This, coupled with the laws enacted by the State in 2007 that imposed restrictions on the taxing ability of municipalities, has reduced the available resources from ad valorem proceeds that are used to provide services to residents. It is an ongoing concern of the City as to how the State will continue to enact reforms to the system of taxation and the resulting detrimental consequences that will impact our local government.

Deerfield Beach, like most cities throughout the country, has also been greatly impacted by the turbulent housing market. The gross taxable value of property in the City is \$6.84 billion in fiscal year 2009, a decrease of over \$400 million from the previous year's value of \$7.25 billion. Real estate experts have indicated that the foreclosure rates in Deerfield Beach have risen dramatically in the past year. In the first six months of 2008 alone, there were 593 properties in various stages

Mayor
Albert R. Capellini, P.E.

Vice Mayor
Sylvia Poitier

Commissioners
Steve Gonot
Pam Militello
Martin Popelsky

City Manager
Mike Mahaney



of foreclosure, up from 81 properties during all of 2007. This has numerous undesirable consequences ranging from decreased property value, delinquent or non-existent payment of taxes and utilities and the burden placed on neighbors of these abandoned properties. These homes become targets of vandalism and theft and also devalue nearby homes and place a burden on relative city services.

The foreclosure crisis has had far reaching impacts on many segments of the national economy. Consumer spending has been hampered in key areas such as home improvements, car sales and high end purchases. Homeownership is a valuable resource for stimulating the economy. Home purchases generally give rise to the acquisition of durable goods such as furniture, appliances, electronics, etc. As their home equity increases, owners often use this as a financing tool to purchase cars, vacations and other luxury items. These purchases in turn provide sales tax revenue dollars to our local coffers and the current economic decline can be seen in the \$300,000 reduction in sales tax revenue for the upcoming fiscal year.

In addition to the problems arising from the deteriorating housing market, soaring fuel prices, escalating food costs and continual workforce reductions persist in eroding consumer confidence. Concerns over a recession loom along with the apprehension of inflation. Many economists anticipate that these difficult economic conditions will last until early to mid 2010.

All of these factors play a role in the City of Deerfield Beach's long and short term financial planning. The realities of Amendment 1 have begun and can be felt in the City's finances. Understanding that this is not a temporary impediment in the City's budgeting process, difficult decisions must now be made to equip us with the tools to provide for a more financially stable future.

Budget Overview

The Big Picture – All Funds

The total proposed budget for the fiscal year of October 1, 2008 through September 30, 2009 amounts to \$139,149,475. This is a 6.7% increase over the prior year. At the time that this proposed budget is being presented, the City does not have an executed labor agreement with Local 1673 that represents the

City's firefighters. All indications support the ratification of a two year retroactive agreement that will be in force through September 30, 2009. The City's other bargaining unit is in the second year of a three year contract that will also expire on September 30, 2009. The proposed budget contains necessary funding to satisfy existing and anticipated financial obligations per these contracts.

Major capital improvements are proposed for the City's water utility system in the upcoming fiscal years that total \$17 million. These projects are discussed in greater detail in the Enterprise Funds section below. The City of Deerfield Beach's Community Redevelopment Area (CRA) has begun enhancements to the Hillsboro Boulevard corridor with a streetscape program. Funded by bonds backed by tax increment financing revenue proceeds, this \$6.3 million project will provide for landscaping and roadway improvements along the City's main thoroughfare to the beach. Aside from these initiatives, limited resources require the City to continue to focus on infrastructure preservation through its maintenance efforts.

The General Fund

The General Fund is the primary operating fund for the City of Deerfield Beach. It provides for traditional government services such as fire, police, parks and planning and zoning. The proposed general fund budget for fiscal year 2008-09 totals \$81.6 million. The largest source of revenue in this fund continues to be ad valorem taxes that amount to \$34.5 million, or over half of the fund's revenue. Expenditures for the fiscal year have increased by 7.7%. As with past years, the total expenditures for public safety services comprise half of the total general fund budget. The declining tax base and resultant decrease in ad valorem revenue has caused most general fund departments to remain "status quo" with their operations. Innovative priorities have focused on measures that can produce cost savings. Key features of the proposed 2009 general fund budget include the following:

- The proposed fiscal year 2009 operating millage rate is 4.9072. This rate is lower than the majority vote maximum millage rate of 5.2025 as dictated by State Statutes. Per Florida Statutes, the maximum millage rate is equal to the rolled back rate of the previous fiscal year adjusted for growth in per capita personal income.

- The City's fire assessment fee remains unchanged at \$99 per residential dwelling unit. This rate is well below the 2008 municipal average in Broward County of \$123 per unit.
- The General Fund revenues are supplemented with the utilization of cash carryover in the amount of \$8.7 million.
- Sales tax, a revenue source distributed by the State to local governments, is estimated to be 6% lower than the prior fiscal year. This funding source has been directly impacted by the roiling problems with the nation's economy.
- State revenue sharing, another State distributed revenue source, is projected to decrease by 10% in fiscal year 2009. These monies are comprised of sales taxes and various fuel taxes which not surprisingly, have been decreasing as consumers have drastically scaled back their fuel usage.
- Building permit fees have not been increased in the proposed 2009 budget.
- Business license tax rates have not been increased in the proposed 2009 budget.
- Lien search fees have not been increased in the proposed 2009 budget.
- Fire inspection fee rates have not been increased in the proposed 2009 budget.
- Ambulance transport fees have not been increased in the proposed 2009 budget.
- Cemetery charges have not been increased in the proposed 2009 budget.
- Parking meter fees have not been increased in the proposed 2009 budget.

- Parks and recreation fees have not been increased in the proposed 2009 budget.
- Beach parking sticker fees have not been increased in the proposed 2009 budget.
- Parking ticket fees have not been increased in the proposed 2009 budget.
- Funding for festivals has remained constant in the Parks and Recreation Department. July 4th, Founder's Day and the Mango Festival continue to receive financial support from the City. *(Note: the amount allocated to Mango Festival has been lowered by \$50,000 to reflect the advancement of funds as approved by the City Commission during the 2008 fiscal year.)*
- Funding for the emergency reserve fund remains constant at \$300,000.
- A funding level of \$1,000,000 has been included in the contingency line item to cover unforeseen expenses.
- \$1,763,275 has been included in the general fund budget for capital outlay.
- Funding for agencies in the community participation division has not changed from the previous year with the exception of the slight increase to the Area Agency on Aging to provide for the City's "fair share" amount.
- Over the past year, the City has proactively reduced its workforce through attrition and job consolidation. This decision has resulted in the elimination of more than 80 positions and avoided lay-offs to existing employees while continuing to provide the same level of service to residents.

Enterprise Funds

Fiscal year 2008 required that the City Commission make tough decisions for the good of the City as a whole. The elected body displayed great leadership in addressing the needs of the utility funds. In order to sustain the intent of the

water/wastewater and solid waste funds that recover the costs of providing services through user charges, rate increases were enacted to fund the City's utility operations. The City Commission held numerous well attended workshops and public hearings detailing the facts necessitating the increased rates. Like virtually all South Florida communities, water restrictions imposed by the South Florida Water Management District resulted in diminished usage and consequently lower revenue. This, combined with the fact that saltwater intrusion has seeped west of Dixie Highway, the existing infrastructure is in need of rehabilitation and retrofitting, the current demand for water is nearing the City's limit for allocation and additional water source alternatives are needed to meet future demands required rate increases for all system users. It is anticipated that revenue bonds will be issued during the summer of 2008 to fund essential water/wastewater projects for the City. These projects include the construction of a brackish water treatment plant utilizing reverse osmosis technology that will potentially provide an additional three million gallons of water per day, the expansion of the west water treatment plant wellfield to enhance the reliability of the City's water supply as well as provide a back up water system and conversion of the East Water Plant into a storage transfer facility to provide water storage during an emergency for customers east of I-95. The existing East Water Plant was constructed in 1961 and has not been updated since 1978. The fiscal 2009 budget does not include any rate increases for water, wastewater or solid waste services.

Insurance Services Trust Fund

The total budget for all estimated insurance related costs is \$9.8 million in the upcoming fiscal year. Health claims for current employees are budgeted at the same level as the current year. The proposed budget includes a new division to track retiree insurance benefits. Historically these amounts were included in the overall insurance services budget, however to properly identify the benefits provided to retirees, the costs have now been accumulated in a separate division. The fiscal 2009 budget does not include any prefunding of the City's other post employment benefits liability.

Last year's budget presented a recommendation to establish a reserve in the Insurance Services Trust Fund to replace the insurance indemnification that was secured by a stop loss policy. This suggestion was the result of the recovery of

minimal proceeds during the previous five years from this type of insurance policy. Due to the unprecedented incidence of eleven claims during fiscal year 2008 that fell within the limits of stop loss coverage, it was determined that the City's stop loss policy would be retained rather than relying on the City to fully self fund these cases. The City's premium for stop loss coverage has remained unchanged and it appears that it is in the City's best interest to continue with this type of coverage to minimize potential exposure.

Upcoming Challenges and Opportunities

The shrinking tax base of real property in South Florida requires strict discipline in keeping the City's finances in order. The fiscal 2009 budget has been balanced without requiring any layoffs or significant reductions in service. No additional fee or tax increases are being proposed in this budget. Given the anticipated two year timeframe of decreasing property values and the associated negative financial consequences, City officials will have to establish their priorities for providing services to the taxpayers of Deerfield Beach. New revenue enhancement and spending proposals will drive home the hard hitting issues of determining what constitutes essential services, what are the residents' greatest needs, how these services can be provided at the lowest possible cost, evaluating opportunities to work with other entities to reduce costs and improve efficiency and the long term impacts of current levels of service provision.

The serious economic concerns facing the State as well as the nation have shifted most South Florida communities into a period of contraction. The City of Deerfield Beach has been able to retain an outstanding diverse workforce that supports the City's mission of enhancing the quality of life within the community through a proactive and effective government. During the course of this upcoming year, it will be of paramount importance that all of our colleagues unite to identify essential areas of service and methods to provide cost containment.

Conclusion

The City of Deerfield Beach is confronted with all of the economic issues that are beleaguering the nation as a whole. The City will move ahead and address this challenge of finding new ways to maximize service delivery to the community. We

are fortunate to have many people that care deeply about their community and leaders who are committed to ensuring a bright future for Deerfield Beach.

I would like to extend my sincerest thanks to all of the staff members that have contributed to this document. The budget process is seldom easy but the teamwork and spirit of cooperation demonstrated by key staff has helped to ease the laborious process.

A handwritten signature in black ink, appearing to read 'Michael Mahaney', with a stylized flourish at the end.

Michael Mahaney

City Manager

The City of Deerfield Beach



In 1890, a small settlement called Hillsboro sprang up a mile or so west of the Intracoastal Waterway along the Hillsboro River. In 1898, a post office was established serving 20 settlers and the town was named Deerfield for the many deer that liked to graze along the Hillsboro River. The early settlers were farmers growing pineapples, tomatoes, green beans and squash. Fishing also was a good business.

In the early 1900's, the Florida East Coast Railroad constructed tracks on its way to Miami bisecting Deerfield's pineapple patches. The town of Deerfield remained primarily an agricultural community until the 1940's when the name was changed to Deerfield Beach.

Today, Deerfield Beach continues to grow amidst the beautiful and world famous gold coast of Southeast Florida. Deerfield Beach is home to over 78,000 residents, many employers that include distribution, manufacturing, office and tourism industries. The City of Deerfield Beach provides services and a quality of life that help residents and employers alike enjoy the lifestyle of South Florida and prosper in an ever-growing international economy.

MAJOR CUSTOMERS

- Over 78,000 residents
- Nationally recognized corporate leaders including JM Family Enterprises, Inc., National Distributing, Inc. of South Florida, Publix Corporation, Double Eagle Distributing Inc., and United Parcel Service.
- Office business parks including Newport Center, Deerfield Office Park, The Quorum, Fairway Drive, Quiet Waters Business Park, and Powerline Business Park
- International manufacturing companies such as Rexall/Sundown Vitamins, Sun-Sentinel Newspaper and MWI Corporation.
- Hospitality industry giants including Deerfield Beach Embassy Suites Resort, Deerfield Beach Hilton, Comfort Suites, Howard Johnson's Ocean Resort, Hampton Inn and Best Western, along with numerous other fine accommodation facilities.
- Recreation leaders including Deer Creek Golf Club, Deer Creek Racquet Club and the award-winning municipal beach and pier.
- Restaurant industry including Brooks Restaurant, Cove Marina & Restaurant, JB's on the Beach, Oceans 234, and Little Havana.



PRINCIPAL PRODUCTS AND SERVICES

- Public Safety Services
- Leisure and Cultural Programs and Activities
- Senior and Pre-Kindergarten Services
- Public Land/Open Space Management
- Solid Waste Collection and Disposal Services
- Comprehensive Recycling Program
- Water Production and Distribution System
- Wastewater Distribution Maintenance and Construction Program
- Beautification Program and Grounds Maintenance
- Roads and Bridges Construction and Maintenance
- Stormwater Management Program
- Fleet and Facilities Management Program



MISCELLANEOUS STATISTICAL INFORMATION

| | |
|--|------------------------|
| Date of incorporation | June 1925 |
| Date first charter adopted | 1925 |
| Date present charter adopted | 1975 |
| Form of government | Mayor/Commission |
| Area | 16.5 square miles |
| Miles of streets and alleys: | |
| Paved | 146.6 |
| Sidewalks | 133.8 |
| Miles of sewers: | |
| Storm | 28.62 |
| Sanitary | 132.02 |
| Force mains | 35.58 |
| Fire protection: | |
| Number of stations | 4 |
| Number of employees | 175 |
| Municipal water department: | |
| Number of meters | 12,630 |
| Number of units | 32,848 |
| Plant capacity | 34,800 gallons per day |
| Recreation: | |
| Number of parks | 22 |
| Public beach | 5,700 feet |
| Municipal pier | 920 feet |
| Year-round average temperature | 77 degrees |
| Average number of sunny days in Deerfield Beach per year | 363 |

Visit our website at www.deerfield-beach.com

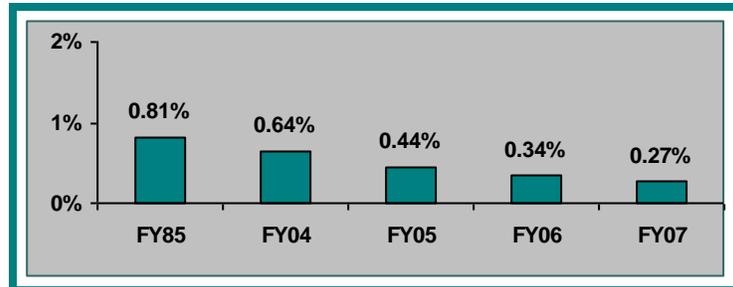


FACTS AND FIGURES

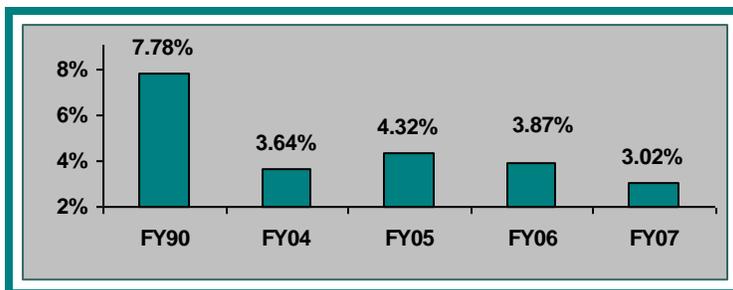
City Operating Millage



Ratio of Net Bonded Debt to Assessed Valuation



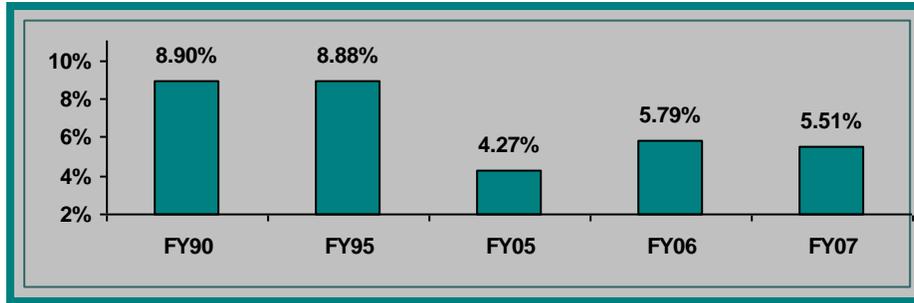
Ratio of General Obligation Debt Service to General Expenditures



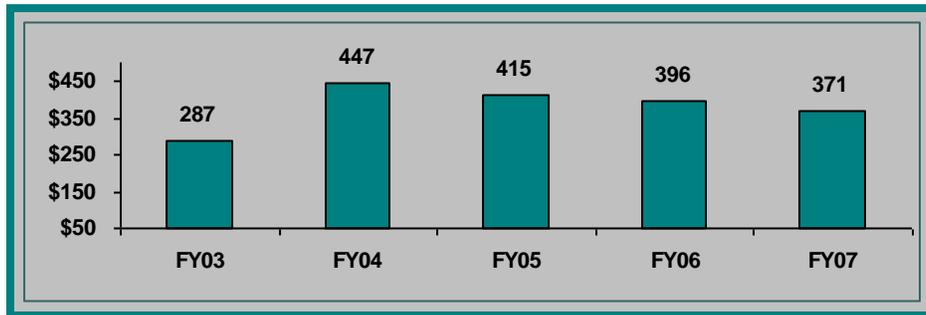


City of Deerfield Beach

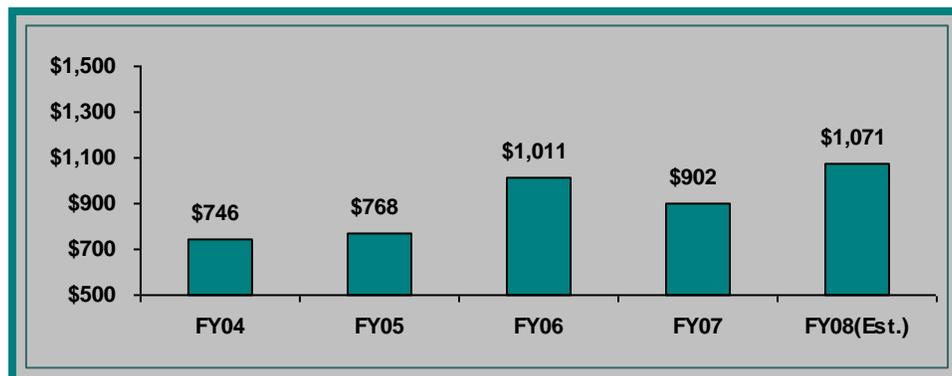
Top Ten Corporate Taxpayers - Percentage of Tax Base



Net Bonded Debt Per Capita



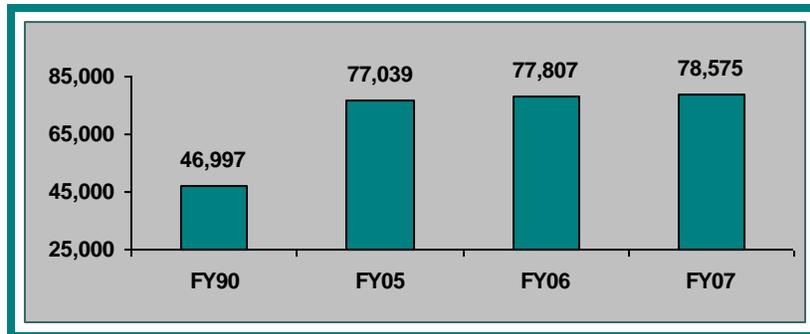
General Fund Expenditures Per Capita



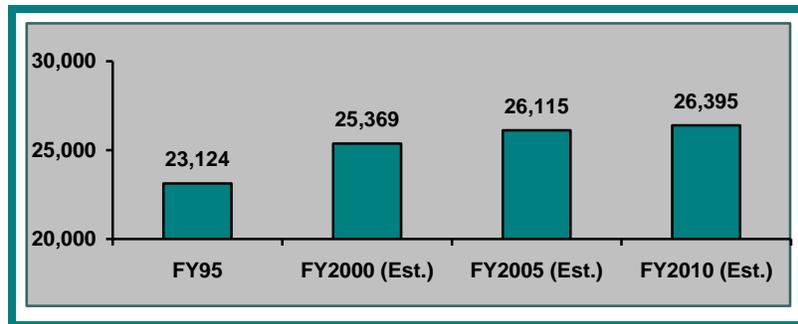


City of Deerfield Beach

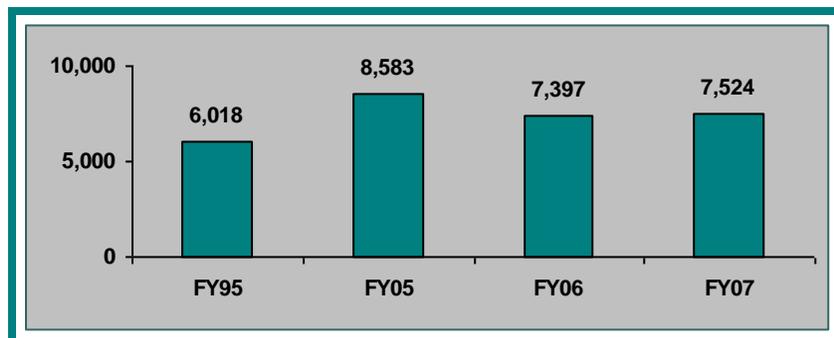
Population



At-Place Employment



School Enrollment



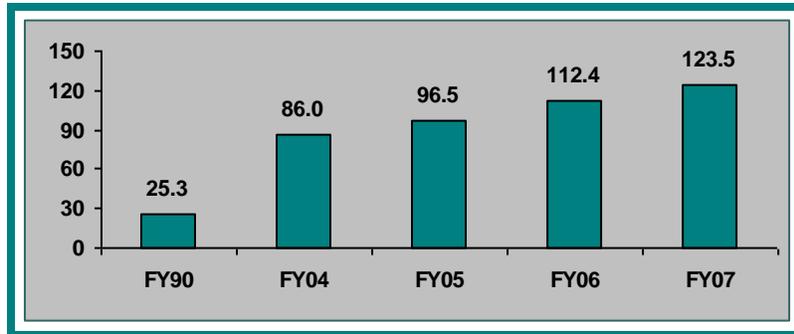


City of Deerfield Beach

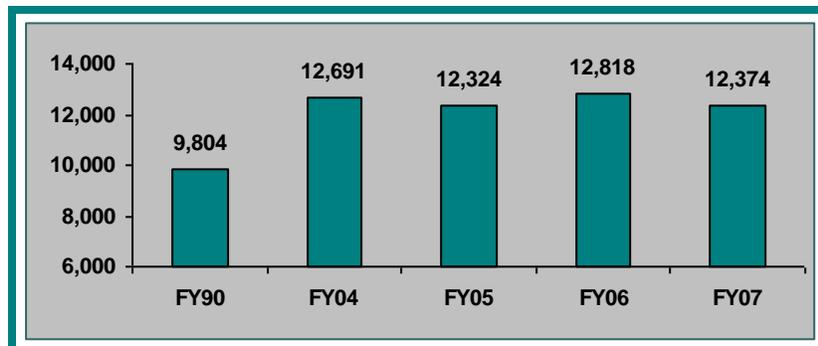
Median Age



General Fixed Assets (in millions)



Water Accounts



Calculation of Ad Valorem Taxes

| | <u>Existing Property</u> | <u>New Construction</u> | <u>Total</u> |
|---|------------------------------|-----------------------------|----------------------------|
| Taxable value of property Multiplied by | \$6,791,906,067 | \$52,578,234 | \$6,844,484,301 |
| Millage rate per \$1,000 Equals | <u>5.3</u> | <u>5.3</u> | <u>5.3</u> |
| Total ad valorem proceeds to be received from the County if every tax dollar is collected Multiplied by | \$35,997,102 | \$278,665 | \$36,275,767 |
| Percentage of total ad valorem proceeds which the City expects to receive Equals | | | <u>95%</u> |
| Estimated ad valorem tax revenue | | | <u>\$34,461,978</u> |

| |
|--|
| <p>One mill generates \$6,502,260 of ad valorem tax revenue.</p> |
|--|

Revenue and Expenditure Summary - All Funds

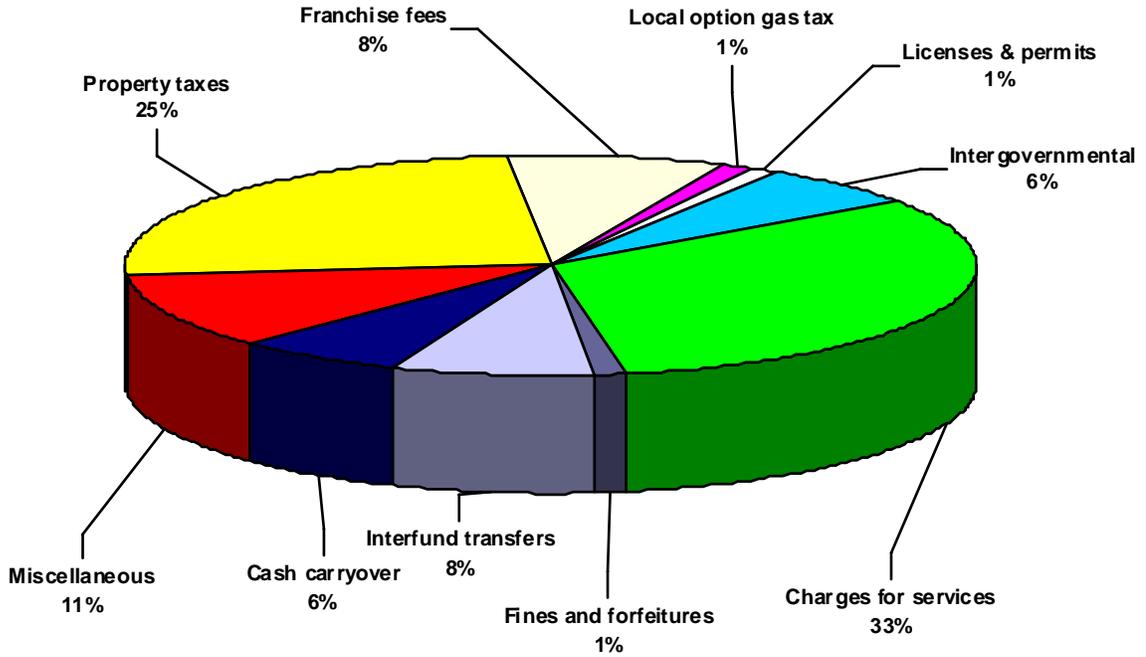
| | <u>Actual 2006/07</u> | <u>Budget 2007/08</u> | <u>Budget 2008/09</u> |
|------------------------------|------------------------------|------------------------------|------------------------------|
| <u>Revenues</u> | | | |
| Property taxes | \$ 39,668,749 | \$ 37,502,151 | \$ 34,461,978 |
| Franchise fees | 12,477,400 | 11,571,128 | 11,646,269 |
| Local option gas tax | 1,384,787 | 1,429,362 | 1,394,988 |
| Licenses & permits | 2,394,634 | 1,790,800 | 1,735,800 |
| Intergovernmental | 12,520,390 | 9,057,796 | 8,516,846 |
| Charges for services | 39,365,557 | 43,478,515 | 44,561,181 |
| Fines and forfeitures | 1,687,341 | 1,681,250 | 1,673,250 |
| Interfund transfers | 9,462,370 | 10,024,447 | 10,999,384 |
| Cash carryover | - | - | 8,717,068 |
| Miscellaneous | 12,485,356 | 13,908,698 | 15,442,711 |
| Total revenues | <u>\$ 131,446,584</u> | <u>\$ 130,444,147</u> | <u>\$ 139,149,475</u> |
| | | | |
| <u>Expenditures</u> | | | |
| City Commission | \$ 248,255 | \$ 306,972 | \$ 307,543 |
| City Manager | 670,930 | 369,365 | 389,755 |
| City Clerk | 496,133 | 456,340 | 461,855 |
| City Attorney | 664,766 | 525,039 | 532,500 |
| Central Services | 508,875 | 479,000 | 534,000 |
| Management & Budget | 2,411,211 | 2,718,464 | 3,011,090 |
| Human Resources | 536,172 | 519,415 | 543,759 |
| Planning & Growth Management | 2,616,713 | 2,843,686 | 3,091,410 |
| Police/B.S.O. | 17,918,301 | 19,363,899 | 20,374,128 |
| Fire/Rescue | 18,140,065 | 18,889,601 | 20,581,046 |
| Public Works | 9,798,219 | 10,237,562 | 11,531,314 |
| Parks & Recreation | 6,719,509 | 7,214,363 | 8,037,821 |
| Senior Services | 2,194,527 | 2,336,025 | 2,523,193 |
| Engineering/Utilities | 13,413,337 | 16,023,663 | 16,683,487 |
| Solid Waste | 13,193,378 | 14,358,265 | 14,976,688 |
| Risk Management | 8,910,847 | 9,040,074 | 9,848,070 |
| Non-Departmental | 19,204,516 | 16,577,956 | 16,924,286 |
| Debt Service | 6,050,817 | 7,975,149 | 8,586,922 |
| Community Participation | 178,251 | 209,309 | 210,608 |
| Total expenditures | <u>\$ 123,874,822</u> | <u>\$ 130,444,147</u> | <u>\$ 139,149,475</u> |

Budget Summary for Fiscal 2008/09 - All Funds

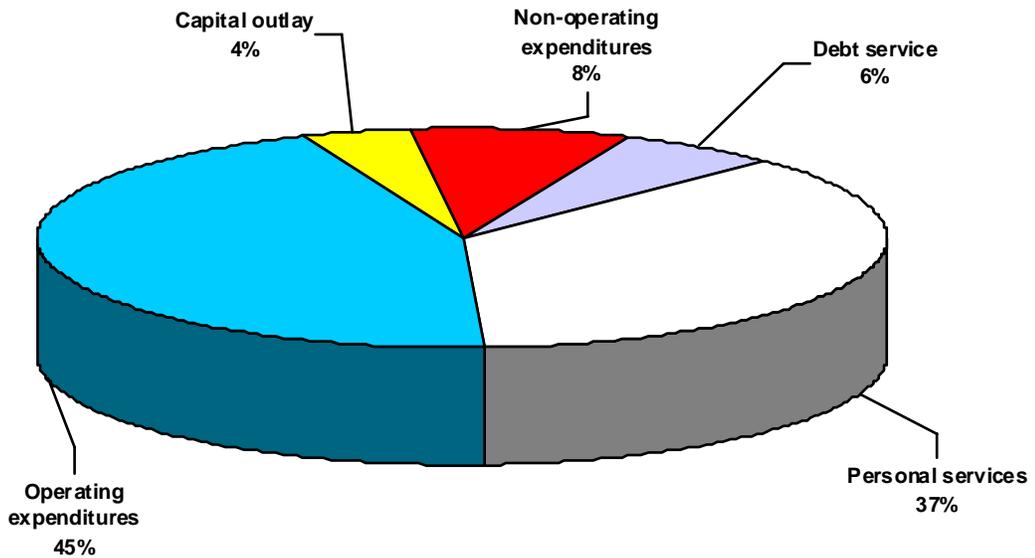
| | <u>Actual 2007</u> | <u>Estimated 2008</u> | <u>Budgeted 2009</u> |
|----------------------------|-----------------------|-----------------------|-----------------------|
| Revenues: | | | |
| Property taxes | \$ 39,668,749 | \$ 37,502,151 | \$ 34,461,978 |
| Franchise fees | 12,477,400 | 11,571,128 | 11,646,269 |
| Local option gas tax | 1,384,787 | 1,429,362 | 1,394,988 |
| Licenses & permits | 2,394,634 | 1,790,800 | 1,735,800 |
| Intergovernmental | 12,520,390 | 9,057,796 | 8,516,846 |
| Charges for service | 39,365,557 | 43,478,515 | 44,561,181 |
| Fines & forfeitures | 1,687,341 | 1,681,250 | 1,673,250 |
| Interfund transfers | 9,462,370 | 10,024,447 | 10,999,384 |
| Cash carryover | - | - | 8,717,068 |
| Miscellaneous | 12,485,356 | 13,908,698 | 15,442,711 |
| Total revenues | <u>\$ 131,446,584</u> | <u>\$ 130,444,147</u> | <u>\$ 139,149,475</u> |
| Expenditures: | | | |
| Personal services | \$ 44,663,277 | \$ 48,432,424 | \$ 50,919,299 |
| Operating expenditures | 61,269,620 | 58,218,803 | 61,962,306 |
| Capital outlay | 2,281,117 | 4,682,300 | 6,040,183 |
| Non-operating expenditures | 9,609,991 | 11,135,471 | 11,640,765 |
| Debt service | 6,050,817 | 7,975,149 | 8,586,922 |
| Total expenditures | <u>\$ 123,874,822</u> | <u>\$ 130,444,147</u> | <u>\$ 139,149,475</u> |

City of Deerfield Beach

Total Budgeted Revenues \$139,149,475



Total Budgeted Expenditures \$139,149,475



**Summary of Revenues, Expenditures and Changes in Fund Balances
All Governmental and Expendable Trust Funds
Fiscal Year 2008/09**

| | General Fund | Senior Services Fund | State Revenue Sharing Fund | Franchise Fees Fund | CDBG Fund | Road and Bridge Fund | Insurance Svc's Trust Fund |
|---|-------------------------|-------------------------------------|---|------------------------------------|----------------------|-------------------------------------|---|
| Beginning Fund Balance | \$18,447,814 | \$ - | \$ - | \$ - | \$ - | \$ 2,659,013 | \$ - |
| Revenues/Other Financing Sources: | | | | | | | |
| Property taxes | 34,461,978 | | | | | | |
| Franchise fees | 11,239,001 | | | 5,700,000 | | 1,394,988 | |
| Local option gas tax | - | | | | | | |
| Licenses & permits | 1,735,800 | | | | | | |
| Intergovernmental | 6,249,042 | 993,211 | 2,011,607 | | 738,902 | | |
| Charges for service | 6,514,181 | 579,000 | | | | | |
| Fines & forfeitures | 1,292,500 | | | | | | |
| Interfund transfers | 895,937 | 661,382 | | | | 1,765,131 | 8,212,625 |
| Miscellaneous | 10,493,090 | 401,000 | - | - | - | 367,176 | 1,635,445 |
| Total Sources of Funds | 72,881,529 | 2,634,593 | 2,011,607 | 5,700,000 | 738,902 | 3,527,295 | 9,848,070 |
| Expenditures: | | | | | | | |
| City Commission | 307,543 | | | | | | |
| City Manager | 389,755 | | | | | | |
| City Clerk | 461,855 | | | | | | |
| City Attorney | 532,500 | | | | | | |
| Central Services | 534,000 | | | | | | |
| Management & Budget | 3,011,090 | | | | | | |
| Human Resources | 543,759 | | | | | | |
| Planning & Growth | 3,091,410 | | | | | | |
| Police | 20,374,128 | | | | | | |
| Fire/Rescue | 20,581,046 | | | | | | |
| Public Works | 8,952,615 | | | | | 2,578,699 | |
| Parks & Recreation | 8,037,821 | | | | | | |
| Senior Services | - | 2,523,193 | | | | | |
| Risk Management | - | | | | | | 9,848,070 |
| Non-Departmental | 9,951,306 | 111,400 | 2,011,607 | 5,700,000 | 738,902 | 772,699 | |
| Community Participation | 210,608 | | | | | | |
| Debt Service | 4,619,161 | - | - | - | - | 175,897 | - |
| Total Uses of Funds | 81,598,597 | 2,634,593 | 2,011,607 | 5,700,000 | 738,902 | 3,527,295 | 9,848,070 |
| Increase (decrease) in Fund balances (1) | (8,717,068) | - | - | - | - | - | - |
| Total Ending Fund Balances | 9,730,746 | - | - | - | - | 2,659,013 | - |
| Less: | | | | | | | |
| Reserve for Encumbrances | (850,000) | - | - | - | - | (136,241) | - |
| Other | (1,100,000) | - | - | - | - | - | - |
| Unreserved Fund Balance | \$ 7,780,746 | \$ - | \$ - | \$ - | \$ - | \$ 2,522,772 | \$ - |

(1) The decrease in fund balance for the General Fund is budgeted as 'Cash Carryover' in the revenue section of the proposed budget.

Significant Financial and Budgetary Policies

BUDGET POLICIES INCLUDING BUDGET BASIS

- The General Fund, Senior Services Fund, State Revenue Sharing Fund, Franchise Fees Fund, Community Development Block Grant Fund, Road and Bridge Fund, and Insurance Services Trust Fund are prepared on a modified accrual basis of accounting except that encumbrances are treated as the equivalent of expenditures. Under the modified accrual basis of accounting, revenues are recognized only when they become measurable and available to finance expenditures of the fiscal period. Expenditures are recognized when the fund liability is incurred except for unmatured interest on general long term debt which is recognized when due, and the non-current portion of accrued vacation and sick leave which is recorded in the general long term debt account group.
- Except for a few minor differences, the budgets for the Proprietary funds (the Utility Fund and Solid Waste Fund) are prepared on the full accrual basis of accounting. Under the full accrual basis of accounting, not only are expenditures recognized when a liability is incurred, but revenues are also recognized when they are earned by the City. For instance, water sales are recognized as revenue, when bills are produced. The differences between the budgetary basis and the full accrual basis of accounting include (1) budgeting the full amount of capital expenditures as expense rather than depreciating them, & (2) within the Utility Fund, interest earnings on restricted funds and impact fees are not budgeted for and debt service expense is presented net of restricted investment proceeds.
- The budget will provide adequate funds for maintenance of capital plant and equipment and funding for their orderly replacement.
- The City will maintain a budgeting control system to ensure continual compliance with the adopted budget.
- The City Commission will be provided with monthly budget reports comparing actual versus budgeted revenue and expense activity.

Budget Level of Control/Amendments

The adoption of the budget by the City Commission constitutes the appropriation of the amounts specified therein as expenditures from the various funds. The amount of appropriation for a fund cannot be exceeded unless the City Commission has approved a supplemental appropriation. Budgetary control of expenditures is maintained at the departmental level. A departmental budget cannot be exceeded without the approval of the City Commission at a public meeting. At any time

Significant Financial and Budgetary Policies

during the fiscal year, the City Manager may authorize a budget adjustment among the various line items within a department, as long as the total budget for the department does not change.

Budgeting Process

Department heads begin assembling their budget requests in May. The City Manager holds individual departmental budget meetings throughout the month of June. From this point, a proposed budget is assembled and presented to the City Commission. The City Commission then holds budget workshops during late August and early September to review the proposed budget and determine the tentative budget. These workshops are open to the public. During September, two public hearings are held for the purpose of presenting to and receiving input from the citizens on the tentative budget and proposed millage. At the second hearing, the annual budget is adopted. The City levies a property tax millage rate upon the taxable values of real and personal property which will provide revenue required for the fiscal year beginning October 1.

OPERATING POLICIES

Revenues

- Current revenues/resources will be sufficient to support current expenditures/expenses to present a balanced budget as defined: the amount of budgeted expenditures is equal to or less than the amount of budgeted revenues.
- Each enterprise fund will maintain revenues to support the full (direct and indirect) cost of services provided.
- An annual review of all fees and charges will be conducted to determine the extent to which the full costs of services are being recovered by revenues.

Expenditures

- City programs will be self-supporting, unless the City Commission specifically determines that they are to be subsidized by general revenues.
- The beginning fund balance/equity in the budget shall automatically be adjusted to the amount of the ending fund balance/equity as reported in the Comprehensive Annual Financial Report for the prior year.

Significant Financial and Budgetary Policies

Financial Reserve Policies

- The undesignated fund balance in the General Fund shall be maintained at a level sufficient to provide for temporary financing of unforeseen needs of an emergency nature and to permit the orderly adjustment to changes resulting from the termination or decrease in a revenue source(s). The level of the undesignated Fund Balance in the General Fund will be a minimum of 5% of total expenditures, less debt service, operating transfers, and non-recurring costs.
- The City has created an “emergency reserve” fund, which is a part of the General Fund balance. This fund is to be used only in case of an emergency and shall not be maintained at a level of less than \$1,000,000.

Capital Improvement Policies

- The City will make all capital improvements in accordance with an adopted capital improvement program.
- The City will develop a five-year plan for capital improvements and update it annually.
- The City will coordinate the development of the capital improvement budget with the development of the operating budget and in compliance with the Comprehensive Plan Capital Improvement Element.
- The City will maintain all assets at a level that is adequate to protect the City’s capital investment and to minimize future maintenance and replacement costs.
- The City will determine and utilize the least costly financial methods for acquisitions of new capital equipment and projects.

Debt Policies

- Capital improvement equipment and facility projects will be classified into “pay-as-you-go” (The system or practice of paying debts as they are incurred) and “debt financing” (A method of financing in which the city raises money for capital by selling bonds or receives a loan) Pay-as-you-go capital items will be modest and routine operating capital. Debt financing capital will be major items.

Significant Financial and Budgetary Policies

- The City will confine short and long-term borrowing to capital improvements or projects, which carry a benefit, that exceeds five years (5 years) and cannot be financed from current revenues.
- When the City finances capital projects by issuing bonds, it will redeem the bonds within a period not to exceed the useful life of the project.
- When appropriate, the City will use special assessment revenue or self-supporting bonds instead of general obligation bonds, so that those benefiting from the improvement(s) will absorb all or part of the cost of the bonds.

Accounting, Auditing and Financial Reporting

- The City will establish and maintain a standard of accounting practices.
- The accounting system will maintain records on a basis consistent with accepted standards of the Governmental Accounting Standards Board (GASB) and the standards of the Government Finance Officers Association of the United States and Canada (GFOA), as well as comply with the rules of the Auditor General and Uniform Accounting System required by the State of Florida.
- Regular monthly and annual financial reports will present a summary of financial activity by major types of funds.
- The City's Comprehensive Annual Financial Report ("CAFR") presents government-wide financial statements in conformity with generally accepted accounting principles, which are reported using the accrual basis of accounting, as are the proprietary fund and fiduciary fund financial statements. Governmental fund financial statements are reported using the modified accrual basis of accounting.
- An independent certified public accounting firm will perform an annual audit on all of the City's books and records.

CITY OF DEERFIELD BEACH 2008-09 BUDGET CALENDAR

| DATE | BY WHOM | WHAT IS TO BE DONE |
|--|------------------------------------|---|
| May 14 | Department Heads | Submit budget requests and justifications and capital improvement program updates to the finance director. |
| May 14 - June 20 | City Manager/Staff | Review budget requests and gather whatever additional information is necessary before formulating a working draft of budget. |
| June 3 | City Commission | <p>City commission has first reading of rate resolution setting a proposed fire assessment fee rate.</p> <p>City commission sets public hearing date for adoption of fire assessment fee rate. (Must be done within 35 days of certification of millage rate to utilize TRIM notice as notification to property owners.)</p> |
| June 20 - June 30 | City Manager/Staff | Production of a balanced budget. |
| July 1 | Property Appraiser | Property appraiser delivers certification of values to the city. |
| August 4 | Finance Director | <p>Advise property appraiser of proposed millage rate, rolled back millage rate and the date, time and place of the first public hearing at which the proposed millage rate and tentative budget will be considered. (Must be done within 35 days of certification per state statute 200.065(2)(b).)</p> <p>Advise tax collector of proposed fire assessment fee rate to be included on TRIM notices.</p> |
| August 5 | City Manager | Tentative budget is presented to the city commission. (City Charter Section 5.02) |
| August 6 – September 5 To be scheduled by City Commission | City Commission/City Manager/Staff | Budget workshops. |
| August 21 | City Clerk | Advertise millage ordinance and budget ordinance by title only. (Must be done at least 10 days prior to adoption per state statute 166.041(3)(a).) |
| August 22 | Property Appraiser | Property appraiser prepares and mails to each taxpayer a “Notice of Proposed Property Taxes”. (Must be done not later than 55 days after certification per state statute 200.065(2)(b).) |

| DATE | BY WHOM | WHAT IS TO BE DONE |
|--------------|------------------|---|
| September 8 | City Commission | <p>Public hearing on the tentative budget and the proposed millage rate. City commission has first reading of ordinance adopting a proposed millage rate. City commission publicly announces the percent, if any, by which the proposed millage rate exceeds the rolled back millage rate. City commission has first reading of ordinance adopting the tentative budget. (Must be done within 80 days of certification per state statute 200.065.(2)(c).)</p> |
| September 11 | City Clerk | <p>Advertise intent to finally adopt a millage rate and budget. The notice shall be in the form of a “Notice of Proposed Tax Increase” or a “Notice of Budget Hearing”, whichever is appropriate under the guidelines set forth in state statute 200.065(3). This notice must be accompanied by an adjacent notice entitled “Budget Summary”. (Must be done within 15 days of the meeting adopting the tentative budget per state statute 200.065(2)(d).)</p> |
| September 12 | City Commission | <p>Public hearing to adopt a final fire assessment fee. City commission has second reading on rate resolution to adopt fire assessment fee. (Must be done within time frame communicated by property appraiser’s office. Must be at least twenty (20) days after the TRIM notices are mailed and before September 15 as per state statute 197.3632(5).)</p> |
| September 12 | Finance Director | <p>Certified non-ad valorem tax roll is delivered to tax collector. (Must be done before September 15 as per state statute 197.3632(5).)</p> |
| September 16 | City Commission | <p>Public hearing to adopt a final millage rate and finalize the budget. City commission has second reading of ordinance adopting a final millage rate. City commission has second reading of ordinance adopting a final budget. (Must be done not less than two days or more than five days after the day the advertisement of intent to finally adopt a millage rate and budget is first published per state statute 200.065(2)(d).)</p> |

| DATE | BY WHOM | WHAT IS TO BE DONE |
|--------------|------------|---|
| September 19 | City Clerk | City clerk delivers certified copies of millage ordinance to Broward County property appraiser, tax collector and Department of Revenue. (Must be submitted within 3 days after adoption of final millage rate per state statute 200.065(4).) |

NOTE: Per state statute 200.065(2)(e):

During the hearings to be held on September 8 and September 16, the first substantive issue discussed shall be the percentage increase in millage over the rolled back rate necessary to fund the budget and the specific purposes for which ad valorem tax revenues are being increased.

These hearings must be held after 5:00 p.m. if scheduled on a day other than Saturday, cannot be held on a Sunday, and cannot be held on the same hearing dates scheduled by the county commission and the school board. Therefore, the city will have to change the date of one or both of its public hearings if either the county commission or school board chooses to hold its hearings on the same dates.

School board public hearing dates – July 29 and September 4
 County commission public hearing dates - September 9 and 23
 Rosh Hashanah – September 29 (begins at sundown)
 Yom Kippur – October 8 (begins at sundown)

Fund Structure

GOVERNMENTAL FUNDS

The **General Fund** is the chief operating fund of the City and accounts for all financial resources which are not required to be accounted for in another fund. The major sources of revenue in the General Fund are ad valorem taxes, communications services tax, state shared revenues, fire protection assessments and electric franchise fees. Combined, these five sources generate over 70.8% of this fund's revenues. Fire/rescue and police services comprise the majority of the General Fund expenditures. Respectively, they constitute 25.2% and 25.0% of General Fund expenditures.

Senior Services Fund revenues are comprised of federal, state and local grants as well as contributions from the City's General Fund. These grants support programs which provide services to the area's senior citizens as well as to victims of Alzheimer's disease. A child care program is also funded through the Senior Services Fund. All expenditures of this fund are for the personal services and supplies needed to operate these programs.

The **State Revenue Sharing Fund** accounts for revenues collected and distributed by the State of Florida on behalf of cigarette and motor fuel taxes received by the State. The cigarette portion of these monies is transferred to the General Fund and the motor fuel taxes (which are earmarked for road use only) are transferred to the Road and Bridge Fund.

The **Franchise Fees Fund** receives monies from electric franchise fees collected by Florida Power and Light. A portion of these revenues is used to satisfy the debt service requirements on one of the City's outstanding bond issues. Any remaining funds are transferred to the General Fund. This funding source is expected to decrease by approximately 5.4% from the previous year.

The **Community Development Block Grant Fund (CDBG)** accounts for federal grant revenues received from the U.S. Department of Housing and Urban Development (HUD). HUD requires that the City develop a "Consolidated Plan" detailing how the funds will be used.

Road and Bridge Fund activities are restricted to the maintenance and acquisition of roads and bridges. An aggressive street resurfacing program is being continued into next year. Overall expenditures will decrease slightly. The primary source of funding for the Road and Bridge Fund are fuel taxes assessed by the State. This revenue source is expected to remain relatively constant from the previous year.

ENTERPRISE FUNDS

The **Utility Fund** and the **Solid Waste Fund** are Enterprise Funds which account for the provision of water and sewer services and solid waste disposal services to the residents of the City of Deerfield Beach. These funds operate in a manner similar to business enterprises, where the intent is to recover the costs of providing services through user charges. Utility Fund expenditures have increased by 5.5% from the previous year, as a result of planned capital expenditures.

Approximately 42.1% of the expenditures for the Solid Waste Fund are disposal fees, which are expected to increase by approximately 3.4% from the previous year as a result of a rate increase by the County.

EXPENDABLE TRUST FUND

The **Insurance Services Trust Fund** recognizes the revenues and expenditures associated with providing insurance coverage for all City needs. Approximately 16.6% of the fund's revenues are for insurance reimbursements from private sources. The primary sources of expenditures are for insurance premiums and workers compensation claims. These expenditures account for over 75.7% of this fund's budget.

MAJOR SOURCES OF REVENUE

PROPERTY TAXES

The City of Deerfield Beach taxes property owners based upon the assessed value of their property. The assessed value of property is established by the Broward County Property Appraiser. The city sets the millage rate at which property owners are taxed. One mill generates \$1 of tax revenue per each \$1,000 of assessed property value. For fiscal 2008-09, the property appraiser certified the city’s taxable value at \$6,844,484,301. This will generate \$34,461,978, which is 24.8% of the total budgeted revenues. This decrease of 7.9% over the estimated property tax revenue of the previous year is primarily the result of the slowdown in the real estate market as well as the impact of Amendment 1, as approved by voters in the State of Florida. Property taxes are the single largest source of revenue in the General Fund.



FRANCHISE FEES

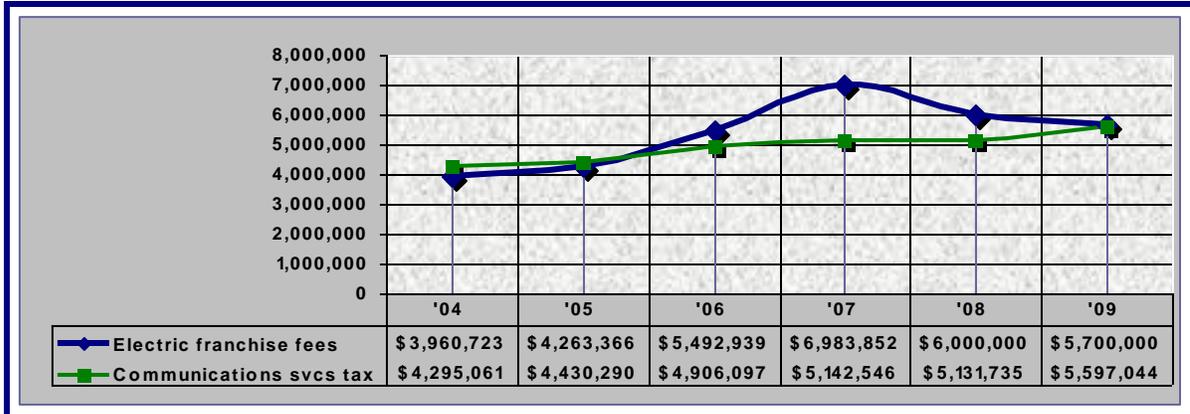
Franchise fees are charges to service providers which operate within the city. The charge is based upon a percentage of gross receipts, a flat fee or a combination of both. Revenue estimates are based on rate increase information received from the companies, anticipated growth and historical trends. Fiscal 2009 represents the eighth year of the State of Florida’s “Communication Simplification Tax” on telecommunications and cable television services. Municipalities previously collected these franchise fees individually; however, the state “simplified” this process by channeling all of these payments directly to the state who then distributes them to cities. Revenues from this source are expected to increase by approximately 9.1% from the previous year.

Electric franchise fees constitute the largest source of franchise fee revenue. This revenue source fluctuates based upon petroleum prices and supply and demand.

The total of all franchise fees for fiscal year 2009 is projected to be approximately \$11,646,269, which amounts to 8.4% of total citywide revenues.

MAJOR SOURCES OF REVENUE (CONTINUED)

FRANCHISE FEES



BUILDING PERMITS

Building permits are fees collected in the general fund for building additions, new construction and alterations. Building permit fees are further categorized by specific type of fee which include: building/structural, electrical, plumbing, alarm, backflow preventer, landscaping and mechanical. Fees from building permits comprise 0.8% of the total city revenues. These fees are expected to decrease slightly.



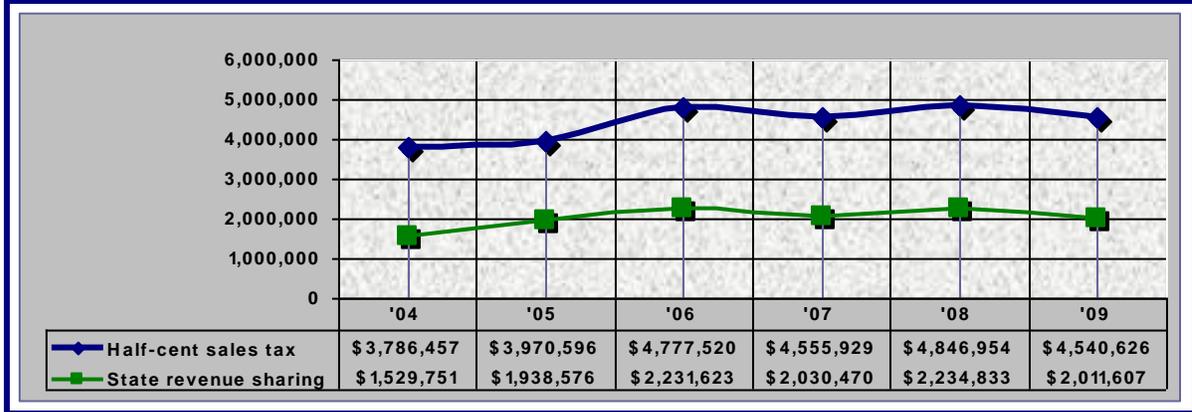
STATE SHARED REVENUES

State shared revenues are monies collected by the State of Florida for the following:

| Source of Revenue | <i>Budgeted Revenue</i> | | Dollar Change | Percentage Change |
|---------------------------------|-------------------------|---------------------|---------------------|-------------------|
| | 2007/08 | 2008/09 | | |
| Mobile home licenses | \$ 11,000 | \$ 7,500 | \$ (3,500) | -31.8% |
| Alcoholic beverage licenses | 50,000 | 40,000 | (10,000) | -20.0% |
| Half-cent sales tax | 4,846,954 | 4,540,626 | (306,328) | -6.3% |
| Firefighters' supplemental comp | 57,000 | 57,000 | - | 0.0% |
| Motor fuel tax rebate | 45,000 | 48,000 | 3,000 | 6.7% |
| State revenue sharing | 2,234,833 | 2,011,607 | (223,226) | -10.0% |
| Total | \$ 7,244,787 | \$ 6,704,733 | \$ (540,054) | -7.5% |

MAJOR SOURCES OF REVENUE (CONTINUED)

STATE SHARED REVENUES



The amounts distributed are determined by the State and are based upon receipts, population and municipal assessed value per capita. The half-cent sales tax makes up the greatest portion of this source of revenue. Collections from this source are expected to decrease slightly from the previous year, as a result of a projected decrease in consumer spending.

CHARGES FOR SERVICE - PUBLIC SAFETY

Ambulance service fees are estimated to be \$2,134,000 for fiscal 2009. Further, the fire protection assessment fee is estimated to be \$6,283,180. These two fees, combined with other public safety charges such as fire inspection fees, the fire services agreement with the Town of Hillsboro Beach and public safety impact fees make up 7.1% of the city's total revenues. This revenue category is expected to remain fairly constant over the next fiscal year.



MAJOR SOURCES OF REVENUE (CONTINUED)

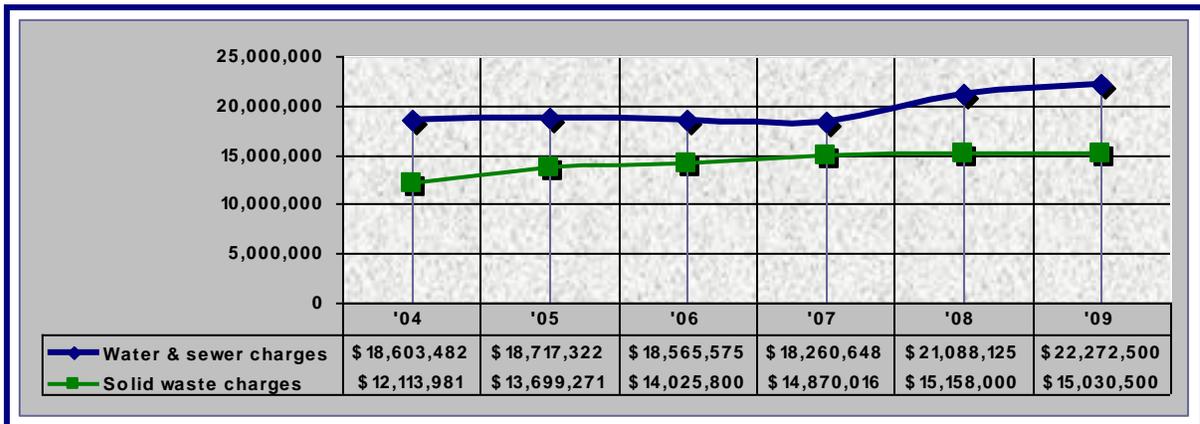
LOCAL OPTION GAS TAX

Local governments may impose a tax on every gallon of motor fuel and special fuel sold by retailers in accordance with Florida Statutes Section 336.025. This road and bridge fund revenue source fluctuates with the economy and with oil prices. Budgeted revenues from this source are 1.0% of the total city revenues and are expected to decrease slightly, as a result of the price of gasoline and other petroleum products that has caused a notable decrease in demand by consumers.



CHARGES FOR SERVICE - WATER, SEWER AND SOLID WASTE

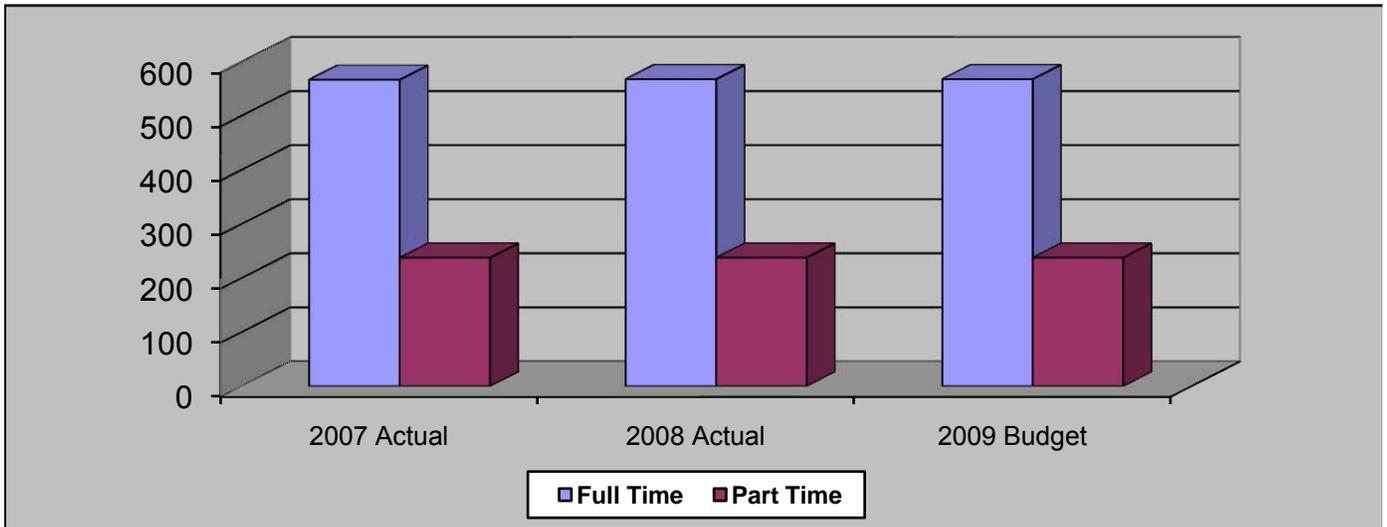
Charges for service in the Utility Fund and the Solid Waste Fund are 16.0% and 10.8%, respectively, of the city's total revenues. The provision of water and sewer and solid waste disposal services to the residents of the city are accounted for in these two funds. The water and sewer charges reflect rate increases that were approved by the City Commission in fiscal year 2008. However, solid waste revenues are expected to remain fairly constant.



Personnel Summary - All Funds

| General Departments | FY 2007 Actual | | FY 2008 Actual | | FY 2009 Budget | | Change in F/T Equivalents |
|-----------------------------------|----------------|------------|----------------|------------|----------------|------------|------------------------------|
| | Full Time | Part Time | Full Time | Part Time | Full Time | Part Time | |
| City Commission | 1 | 5 | 1 | 5 | 1 | 5 | 0.00 |
| City Manager | 4 | 0 | 4 | 0 | 4 | 0 | 0.00 |
| City Clerk | 4 | 0 | 4 | 0 | 4 | 0 | 0.00 |
| Management and Budget | 22 | 1 | 22 | 1 | 22 | 1 | 0.00 |
| Human Resources | 4 | 0 | 4 | 0 | 4 | 0 | 0.00 |
| Planning and Growth Management | 34 | 4 | 33 | 5 | 33 | 5 | 0.00 |
| Police/B.S.O. | 2 | 34 | 2 | 34 | 2 | 34 | 0.00 |
| Fire/Rescue | 168 | 6 | 167 | 8 | 167 | 8 | 0.00 |
| Public Works & Environmental Svcs | 221 | 33 | 224 | 32 | 224 | 32 | 0.00 |
| Parks & Recreation | 67 | 137 | 69 | 134 | 69 | 134 | 0.00 |
| Senior Services | 37 | 18 | 35 | 19 | 35 | 19 | 0.00 |
| Risk Management | 3 | 0 | 3 | 0 | 3 | 0 | 0.00 |
| TOTAL | 567 | 238 | 568 | 238 | 568 | 238 | 0 |

| Broward Sheriff's Office | 2007 Actual | | 2008 Actual | | 2009 Budget | | Change in F/T Equivalents |
|--------------------------|-------------|-----------|-------------|-----------|-------------|-----------|------------------------------|
| | Full Time | Part Time | Full Time | Part Time | Full Time | Part Time | |
| Uniformed | 129 | 0 | 129 | 0 | 129 | 0 | 0.00 |
| Non-uniformed | 26 | 7 | 26 | 7 | 26 | 7 | 0.00 |
| TOTAL | 155 | 7 | 155 | 7 | 155 | 7 | 0.00 |



CURRENT SALARY RANGES

The Expenditure Summary page which precedes each department's line item budget sets forth the pay grades and position titles of the employees who work in that department. Shown below are the fiscal 2008/09 salary ranges which are associated with each of the City's pay grades.

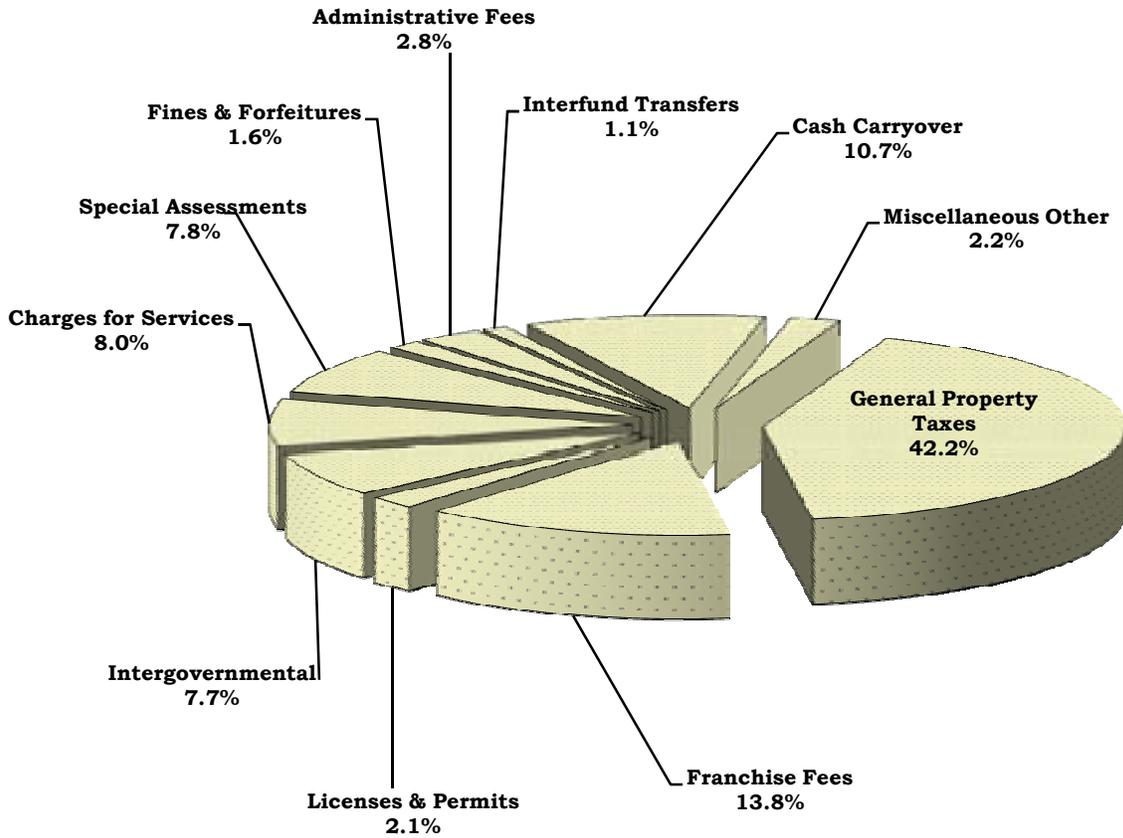
| Pay Grade | Minimum | Maximum |
|-----------|----------|-----------|
| 20 | \$29,305 | \$43,958 |
| 22 | \$31,943 | \$47,915 |
| 24 | \$34,818 | \$52,226 |
| 26 | \$37,952 | \$56,925 |
| 28 | \$41,367 | \$62,050 |
| 30 | \$45,090 | \$67,634 |
| 32 | \$45,901 | \$73,043 |
| FF | \$46,214 | \$65,990 |
| FD | \$49,738 | \$70,665 |
| FS | \$52,205 | \$74,197 |
| FL | \$57,223 | \$81,021 |
| FI | \$57,500 | \$81,028 |
| 40 | \$41,367 | \$62,050 |
| 42 | \$45,090 | \$67,634 |
| 44 | \$48,698 | \$73,043 |
| 46 | \$52,593 | \$78,887 |
| 48 | \$56,801 | \$85,200 |
| 50 | \$61,343 | \$92,016 |
| 52 | \$66,250 | \$99,377 |
| 54 | \$71,552 | \$107,328 |
| 56 | \$77,276 | \$115,913 |
| 58 | \$83,458 | \$125,186 |

There are several positions in the budget which do not have pay grades. The salaries for these positions are established by the City Commission or are tied to grant funding.

**CITY OF DEERFIELD BEACH
GENERAL FUND
REVENUE SUMMARY**

| DESCRIPTION OF REVENUE SOURCE | ESTIMATED REVENUE 2007-2008 | ESTIMATED REVENUE 2008-2009 | DOLLAR CHANGE | PERCENTAGE CHANGE | PAGE REFERENCE |
|-------------------------------|-----------------------------|-----------------------------|-------------------------|--------------------|----------------|
| Ad valorem taxes | 37,502,151 | 34,461,978 | (3,040,173) | -8.1% | 28 |
| Franchise taxes | 5,571,128 | 5,946,269 | 375,141 | 6.7% | 28 |
| Local business taxes | 650,000 | 600,000 | (50,000) | -7.7% | 28 |
| Building permits | 1,140,800 | 1,135,800 | (5,000) | -0.4% | 28 |
| State shared revenues | 5,009,954 | 4,693,126 | (316,828) | -6.3% | 28 |
| Local shared revenues | 80,000 | 80,000 | - | 0.0% | 28 |
| General government | 276,469 | 228,899 | (47,570) | -17.2% | 29 |
| Public safety | 9,791,143 | 9,882,002 | 90,859 | 0.9% | 29 |
| Physical environment | 85,000 | 81,000 | (4,000) | -4.7% | 29 |
| Transportation | 1,200,000 | 1,201,200 | 1,200 | 0.1% | 29 |
| Culture/recreation | 1,572,760 | 1,504,260 | (68,500) | -4.4% | 29 |
| Fines and forfeits | 1,378,000 | 1,292,500 | (85,500) | -6.2% | 30 |
| Interest earnings | 785,000 | 785,000 | - | 0.0% | 30 |
| Sale-surplus materials | 20,000 | 20,000 | - | 0.0% | 30 |
| Other misc revenues | 2,563,935 | 2,309,519 | (254,416) | -9.9% | 31 |
| Interfund transfers | 8,106,331 | 7,664,585 | (441,746) | -5.4% | 31 |
| Cash carryover | - | 8,717,068 | 8,717,068 | -- | 31 |
| Capital lease proceeds | 55,000 | 995,391 | 940,391 | 1709.8% | 31 |
| TOTAL | <u>75,787,671</u> | <u>81,598,597</u> | <u>5,810,926</u> | <u>7.7%</u> | |

**City of Deerfield Beach
Projected Revenues - General Fund
Fiscal Year 2008/09**



**Total projected revenues:
\$81,598,597**

**GENERAL FUND
REVENUES BY CATEGORY AND SOURCE**

| | 2005-06 Actual | 2006-07 Actual | 2007-08 Y-T-D Actual (Thru 3/31/08) | 2007-08 Y-T-D %age | 2007-08 Budget | 2008-09 Adopted Budget |
|--------------------------------------|-------------------|-------------------|--|--------------------------|-------------------|------------------------------|
| TAXES | | | | | | |
| Ad Valorem | 34,393,559 | 39,501,555 | 32,115,216 | 86 | 37,402,151 | 34,461,978 |
| Delinquent Ad Valorem Tax | 206,888 | 167,194 | (208,065) | (208) | 100,000 | - |
| <i>General Property Taxes</i> | <u>34,600,447</u> | <u>39,668,749</u> | <u>31,907,151</u> | <u>85</u> | <u>37,502,151</u> | <u>34,461,978</u> |
| Communications Services | 4,906,097 | 5,142,546 | 2,190,344 | 43 | 5,131,735 | 5,597,044 |
| Gas | 25,336 | 27,591 | 11,853 | 40 | 30,000 | 30,000 |
| Cabana | 38,146 | 20,209 | - | - | - | - |
| Towing Franchise | 40,500 | 62,125 | 13,000 | 25 | 52,000 | 52,000 |
| Telecom Tower Agreements | 276,589 | 241,077 | 114,103 | 32 | 357,393 | 267,225 |
| <i>Franchise Fees</i> | <u>5,286,668</u> | <u>5,493,548</u> | <u>2,329,300</u> | <u>42</u> | <u>5,571,128</u> | <u>5,946,269</u> |
| TOTAL TAXES | <u>39,887,115</u> | <u>45,162,297</u> | <u>34,236,451</u> | <u>79</u> | <u>43,073,279</u> | <u>40,408,247</u> |
| LICENSES AND PERMITS | | | | | | |
| Local Business Taxes | 589,602 | 566,880 | 141,608 | 22 | 650,000 | 600,000 |
| <i>Local Business Taxes</i> | <u>589,602</u> | <u>566,880</u> | <u>141,608</u> | <u>22</u> | <u>650,000</u> | <u>600,000</u> |
| Building, Structures, Equip | 1,125,715 | 1,088,364 | 444,427 | 63 | 700,000 | 700,000 |
| Electrical | 489,156 | 351,651 | 141,830 | 81 | 175,000 | 175,000 |
| Plumbing | 127,206 | 178,878 | 59,493 | 74 | 80,000 | 90,000 |
| Alarm | 50,831 | 48,825 | 43,425 | 67 | 65,000 | 65,000 |
| Backflow | 950 | 1,385 | 400 | 50 | 800 | 800 |
| Landscape | 23,199 | 29,828 | 26,279 | 131 | 20,000 | 20,000 |
| Mechanical | 189,059 | 128,823 | 51,075 | 51 | 100,000 | 85,000 |
| <i>Building Permits</i> | <u>2,006,116</u> | <u>1,827,754</u> | <u>766,929</u> | <u>67</u> | <u>1,140,800</u> | <u>1,135,800</u> |
| TOTAL LICENSES AND PERMITS | <u>2,595,718</u> | <u>2,394,634</u> | <u>908,537</u> | <u>51</u> | <u>1,790,800</u> | <u>1,735,800</u> |
| INTERGOVERNMENTAL REVENUE | | | | | | |
| FEMA - Hurricane Frances | 37,227 | 17,754 | - | - | - | - |
| FEMA - Hurricane Rita | 5,144 | - | - | - | - | - |
| FEMA - Hurricane Wilma | 8,038,288 | 3,069,342 | 571,235 | - | - | - |
| FEMA - Hurricane Katrina | - | 87,351 | - | - | - | - |
| <i>Federal Grants</i> | <u>8,080,659</u> | <u>3,174,447</u> | <u>571,235</u> | <u>-</u> | <u>-</u> | <u>-</u> |
| Hurricane Wilma - State Funds | 1,181,110 | 313,291 | - | - | - | - |
| <i>State Grants</i> | <u>1,181,110</u> | <u>313,291</u> | <u>-</u> | <u>-</u> | <u>-</u> | <u>-</u> |
| Mobile Home Licenses | 10,548 | 7,541 | 4,617 | 42 | 11,000 | 7,500 |
| Alcoholic Beverage License | 43,006 | 48,763 | 49 | - | 50,000 | 40,000 |
| Local Govt 1/2 Cent Sales Tax | 4,777,520 | 4,555,929 | 1,841,280 | 38 | 4,846,954 | 4,540,626 |
| Fire Supplemental Comp | 70,378 | 57,403 | 35,702 | 63 | 57,000 | 57,000 |
| Motor Fuel Tax Rebate | 52,457 | 43,991 | 24,896 | 55 | 45,000 | 48,000 |
| <i>State Shared Revenues</i> | <u>4,953,909</u> | <u>4,713,627</u> | <u>1,906,544</u> | <u>38</u> | <u>5,009,954</u> | <u>4,693,126</u> |
| Conservation Site 443 | 322,684 | - | - | - | - | - |
| <i>Grants Fr Other Local Units</i> | <u>322,684</u> | <u>-</u> | <u>-</u> | <u>-</u> | <u>-</u> | <u>-</u> |
| Occupational Licenses | 45,164 | 90,502 | 28,520 | 36 | 80,000 | 80,000 |
| <i>Shared Rev Fr Oth Local Units</i> | <u>45,164</u> | <u>90,502</u> | <u>28,520</u> | <u>36</u> | <u>80,000</u> | <u>80,000</u> |
| TOTAL INTERGOV'T REVENUES | <u>14,583,526</u> | <u>8,291,867</u> | <u>2,506,299</u> | <u>49</u> | <u>5,089,954</u> | <u>4,773,126</u> |

**GENERAL FUND
REVENUES BY CATEGORY AND SOURCE**

| | 2005-06 Actual | 2006-07 Actual | 2007-08 Y-T-D Actual (Thru 3/31/08) | 2007-08 Y-T-D %age | 2007-08 Budget | 2008-09 Adopted Budget |
|--|-------------------|-------------------|--|--------------------------|-------------------|------------------------------|
| CHARGES FOR SERVICES | | | | | | |
| Lien Search Fees | 95,830 | 77,085 | 25,850 | 32 | 80,000 | 50,000 |
| Research Service Fees | 11,818 | 19,747 | 5,581 | 56 | 10,000 | 10,000 |
| Planning & Growth Mgmt Fees | 107,448 | 52,705 | 26,113 | 40 | 65,000 | 45,000 |
| County Surcharge - 3% | 1,542 | 1,286 | 116 | 12 | 1,000 | 1,000 |
| DCA Surcharge - 5% | 210 | 362 | 175 | 58 | 300 | 300 |
| CERT Surcharge - 10% | 656 | 622 | 214 | 43 | 500 | 500 |
| Street Lighting Maintenance | 99,292 | 116,213 | - | - | 119,669 | 119,699 |
| Information Systems Serv | - | - | 825 | - | - | 2,400 |
| <i>General Government</i> | <u>316,796</u> | <u>268,020</u> | <u>58,874</u> | <u>21</u> | <u>276,469</u> | <u>228,899</u> |
| Off-duty Detail - Fire | 40,398 | 27,309 | 39,360 | 98 | 40,000 | 50,000 |
| Hillsboro Fire Agreement | 553,312 | 577,217 | 337,504 | 57 | 588,163 | 693,102 |
| 911 Reimbursement | 35,989 | 41,497 | 20,300 | 49 | 41,500 | 48,720 |
| Fire Inspection Fees | 163,685 | 129,838 | 116,048 | 64 | 180,000 | 200,000 |
| Bldg. Inspections - OT | 5,130 | 7,540 | 9,490 | 190 | 5,000 | 6,000 |
| Building Code Inspections | 1,200 | 9,600 | 2,400 | 48 | 5,000 | 6,000 |
| Bldg. Plan Review - OT | 24,697 | 44,434 | 30,844 | 154 | 20,000 | 50,000 |
| Fire Plan Review Fees | 50,652 | 71,309 | 44,823 | 112 | 40,000 | 75,000 |
| Lighthouse Point Inspections | 269,447 | 294,328 | 118,916 | 43 | 275,000 | 220,000 |
| Fire Interlocal Agmt - BSO | 52,500 | 70,000 | - | - | 70,000 | - |
| Ambulance Service Fees | 2,020,411 | 1,796,280 | 379,089 | 18 | 2,134,000 | 2,134,000 |
| Towing Administrative Fees | 16,625 | 18,300 | 7,125 | 21 | 34,300 | 16,000 |
| <i>Public Safety</i> | <u>3,234,046</u> | <u>3,087,652</u> | <u>1,105,899</u> | <u>32</u> | <u>3,432,963</u> | <u>3,498,822</u> |
| Cemetery Fees | 77,455 | 97,725 | 39,720 | 50 | 80,000 | 80,000 |
| Lot Mowing/Board Up | 2,094 | - | - | - | 5,000 | 1,000 |
| <i>Garbage/Solid Waste</i> | <u>79,549</u> | <u>97,725</u> | <u>39,720</u> | <u>47</u> | <u>85,000</u> | <u>81,000</u> |
| Parking Meter Fees | 1,115,814 | 1,230,440 | 523,880 | 44 | 1,200,000 | 1,200,000 |
| Parking Agmt -Luna Rosa | - | - | 6,871 | - | - | - |
| Trolley Rental | 1,076 | 1,365 | 345 | - | - | 1,200 |
| <i>Transportation</i> | <u>1,116,890</u> | <u>1,231,805</u> | <u>531,096</u> | <u>44</u> | <u>1,200,000</u> | <u>1,201,200</u> |
| Program Activity Fees | - | 53,500 | 102,020 | 24 | 425,000 | 425,000 |
| Program Activity Fees - Taxable | - | - | 2,126 | - | - | - |
| Program Activity Fees - Non-Taxable | - | - | 82,344 | - | - | - |
| Summer Camp Fees | - | - | 7,779 | 2 | 325,000 | 250,000 |
| Tennis Courts | 11,899 | 11,774 | 9,435 | 51 | 18,500 | 20,000 |
| Other Parks and Rec Fees | 28,943 | 20,531 | 19,928 | 80 | 25,000 | 50,000 |
| Other Parks and Rec Fees - Taxable | - | - | 8,511 | - | - | - |
| Other Parks and Rec Fees - Non-Taxable | - | - | 2,419 | - | - | - |
| Damage Deposits - Parks | - | - | 4,010 | - | - | - |
| Pier Restaurant Lease | 49,260 | 49,260 | 28,735 | 58 | 49,260 | 49,260 |
| Pier Merchandise Sales | 107,409 | 125,990 | 65,025 | 59 | 110,000 | 120,000 |
| Pier Admissions | 228,236 | 251,578 | 132,031 | 51 | 260,000 | 260,000 |
| Vending | - | - | 515 | - | - | - |
| Pier Parking | 97,982 | 94,674 | 77,181 | 64 | 120,000 | 125,000 |
| Pier Cabana Rentals | - | 24,284 | 46,113 | 31 | 150,000 | 115,000 |
| Beach Parking Permits | 79,160 | 84,410 | 77,791 | 86 | 90,000 | 90,000 |
| <i>Culture/Recreation</i> | <u>602,889</u> | <u>716,001</u> | <u>665,963</u> | <u>42</u> | <u>1,572,760</u> | <u>1,504,260</u> |
| TOTAL CHARGES FOR SVCS | <u>5,350,170</u> | <u>5,401,203</u> | <u>2,401,552</u> | <u>37</u> | <u>6,567,192</u> | <u>6,514,181</u> |

**GENERAL FUND
REVENUES BY CATEGORY AND SOURCE**

| | 2005-06 Actual | 2006-07 Actual | 2007-08 Y-T-D Actual (Thru 3/31/08) | 2007-08 Y-T-D %age | 2007-08 Budget | 2008-09 Adopted Budget |
|--|-------------------|-------------------|--|--------------------------|-------------------|------------------------------|
| FINES AND FORFEITS | | | | | | |
| Court Fines | 680,727 | 631,292 | 351,365 | 47 | 750,000 | 685,000 |
| Beach Meter/Sticker Fine | 234,543 | 220,450 | 127,250 | 53 | 240,000 | 250,000 |
| Other Parking Fines | 193,167 | 204,484 | 97,526 | 49 | 200,000 | 200,000 |
| Notices of Infraction | 3,675 | 8,026 | 3,598 | 103 | 3,500 | 4,500 |
| Delinquent Fine Collection | 98,860 | 93,250 | 13,575 | 18 | 75,000 | 25,000 |
| Commercial Truck Inspection | 71,325 | 61,299 | 38,927 | 78 | 50,000 | 70,000 |
| Handicapped Violation Waiver | 1,203 | 743 | 380 | 38 | 1,000 | 1,000 |
| Code Violation Fines | 40,155 | 46,598 | 15,497 | 39 | 40,000 | 35,000 |
| False Alarm Code Violations | 15,775 | 20,075 | 6,200 | 62 | 10,000 | 10,000 |
| <i>Judgements & Fines</i> | <u>1,339,430</u> | <u>1,286,217</u> | <u>654,318</u> | <u>48</u> | <u>1,369,500</u> | <u>1,280,500</u> |
| Returned Check Charge | 10,679 | 9,005 | 6,268 | 74 | 8,500 | 12,000 |
| <i>Violations of Local Ordinances</i> | <u>10,679</u> | <u>9,005</u> | <u>6,268</u> | <u>74</u> | <u>8,500</u> | <u>12,000</u> |
| Bond Forfeiture | - | 11,900 | - | - | - | - |
| <i>Other Fines and Forfeits</i> | <u>-</u> | <u>11,900</u> | <u>-</u> | <u>-</u> | <u>-</u> | <u>-</u> |
| TOTAL FINES AND FORFEITS | <u>1,350,109</u> | <u>1,307,122</u> | <u>660,586</u> | <u>48</u> | <u>1,378,000</u> | <u>1,292,500</u> |
| MISCELLANEOUS REVENUE | | | | | | |
| Interest on Investments | 486,992 | 1,030,716 | 50,328 | 8 | 600,000 | 600,000 |
| Interest on Ad Valorem Tax | 103,100 | 144,504 | 31 | - | 100,000 | 100,000 |
| Interest on Idle Cash | 77,691 | 37,949 | 110,299 | 130 | 85,000 | 85,000 |
| <i>Interest Earnings</i> | <u>667,783</u> | <u>1,213,169</u> | <u>160,658</u> | <u>20</u> | <u>785,000</u> | <u>785,000</u> |
| Fire Protection Assessment | 3,662,090 | 3,767,989 | 5,040,101 | 80 | 6,283,180 | 6,283,180 |
| Public Safety Impact Fee | 120,048 | 176,353 | - | - | 75,000 | 100,000 |
| <i>Special Assessments</i> | <u>3,782,138</u> | <u>3,944,342</u> | <u>5,040,101</u> | <u>79</u> | <u>6,358,180</u> | <u>6,383,180</u> |
| Sale of Land | 6,175 | 4,700 | - | - | - | - |
| Surplus Furniture/Equip Sales | 472 | - | - | - | 5,000 | 5,000 |
| <i>Sales/Comp Loss of Fixed Assets</i> | <u>6,647</u> | <u>4,700</u> | <u>-</u> | <u>-</u> | <u>5,000</u> | <u>5,000</u> |
| Sale of Used Vehicles | - | 12,144 | 8,544 | 57 | 15,000 | 15,000 |
| Sale of Surplus Inventory | - | - | 257 | - | - | - |
| <i>Sale Surplus Mat'l/Scrap</i> | <u>-</u> | <u>12,144</u> | <u>8,801</u> | <u>59</u> | <u>15,000</u> | <u>15,000</u> |
| Deerfield Beach Products | 898 | 886 | 237 | 47 | 500 | 500 |
| Deerfield Bottled Water | 1,733 | 2,513 | 8 | - | 2,000 | - |
| Beach Blowout | 18,699 | 20,340 | - | - | - | - |
| Firefighter Combat Challenge | - | 400 | - | - | - | - |
| Mondo Ice | 1,500 | 1,500 | - | - | - | - |
| Beach Police Detail | - | 7,875 | - | - | - | - |
| Spec Event Sponsorships | - | - | - | - | 70,000 | - |
| Miscellaneous Donations | 204 | 2,419 | - | - | - | - |
| <i>Contribution From Private Sources</i> | <u>23,034</u> | <u>35,933</u> | <u>245</u> | <u>-</u> | <u>72,500</u> | <u>500</u> |

GENERAL FUND
REVENUES BY CATEGORY AND SOURCE

| | 2005-06 Actual | 2006-07 Actual | 2007-08 | | 2007-08 Budget | 2008-09 Adopted Budget |
|-------------------------------------|--------------------------|--------------------------|-----------------------------------|------------------|--------------------------|------------------------------|
| | | | Y-T-D Actual (Thru 3/31/08) | Y-T-D %age | | |
| Administrative Fee - Utility | 1,969,751 | 2,143,082 | 844,397 | 50 | 1,688,793 | 1,509,511 |
| Administrative Fee - Solid Waste | 856,118 | 887,220 | 383,276 | 50 | 766,553 | 766,553 |
| Administrative Fee - CRA | 44,796 | 43,979 | 18,045 | 50 | 36,089 | 32,955 |
| Other Miscellaneous Revenue | 3,694 | 24,657 | 4,657 | - | - | - |
| Lawsuit Proceeds | - | 3,767 | 7 | - | - | - |
| <i>Other Miscellaneous Revenues</i> | <u>2,874,359</u> | <u>3,102,705</u> | <u>1,250,382</u> | <u>50</u> | <u>2,491,435</u> | <u>2,309,019</u> |
| TOTAL MISC REVENUES | <u>7,353,961</u> | <u>8,312,993</u> | <u>6,460,187</u> | <u>66</u> | <u>9,727,115</u> | <u>9,497,699</u> |
| NON-REVENUES | | | | | | |
| Debt Service Funds | 117,739 | - | - | - | - | - |
| CRA Fund | 686,364 | 682,339 | 280,161 | 41 | 683,395 | 681,317 |
| Cemetery Trust Fund | - | - | 440 | - | - | - |
| CDBG Fund | 129,173 | 121,823 | - | - | 124,109 | 147,780 |
| SHIP Fund | 72,606 | 110,152 | - | - | 61,515 | 66,840 |
| State Revenue Sharing Fund | 1,617,954 | 1,493,408 | 581,961 | 35 | 1,639,697 | 1,475,916 |
| Franchise Fees Fund | 5,140,606 | 6,983,852 | 1,898,624 | 34 | 5,597,615 | 5,292,732 |
| Special Activiteis FD 199 | - | 87,261 | - | - | - | - |
| Arboretum | 20,000 | 20,000 | - | - | - | - |
| <i>Interfund Transfers</i> | <u>7,784,442</u> | <u>9,498,835</u> | <u>2,761,186</u> | <u>34</u> | <u>8,106,331</u> | <u>7,664,585</u> |
| Cash Carryover - Prior Year | - | - | - | - | - | 8,717,068 |
| Capital Lease Proceeds | 449,785 | 345,825 | - | - | 55,000 | 995,391 |
| <i>Other Non-revenues</i> | <u>449,785</u> | <u>345,825</u> | <u>-</u> | <u>-</u> | <u>55,000</u> | <u>9,712,459</u> |
| TOTAL NON-REVENUES | <u>8,234,227</u> | <u>9,844,660</u> | <u>2,761,186</u> | <u>34</u> | <u>8,161,331</u> | <u>17,377,044</u> |
| TOTAL GENERAL FUND | <u>79,354,826</u> | <u>80,714,776</u> | <u>49,934,798</u> | <u>66</u> | <u>75,787,671</u> | <u>81,598,597</u> |

**CITY OF DEERFIELD BEACH
GENERAL FUND
EXPENDITURE SUMMARY**

| DEPARTMENT | ESTIMATED EXPENDITURES 2007-08 | ESTIMATED EXPENDITURES 2008-09 | DOLLAR CHANGE | PERCENTAGE CHANGE | PAGE REFERENCE |
|-----------------------------------|--------------------------------------|--------------------------------------|------------------|----------------------|-------------------|
| City commission | 306,972 | 307,543 | 571 | 0.2% | 33 |
| City manager | 369,365 | 389,755 | 20,390 | 5.5% | 35 |
| City clerk | | | | | |
| <i>Administration</i> | 343,564 | 350,025 | 6,461 | 1.9% | 42 |
| <i>Elections</i> | 112,776 | 111,830 | (946) | 0.0% | 42 |
| City attorney | 525,039 | 532,500 | 7,461 | 1.4% | 45 |
| Central services | 479,000 | 534,000 | 55,000 | 11.5% | 47 |
| Management & budget | | | | | |
| <i>Finance/IS</i> | 2,253,525 | 2,505,850 | 252,325 | 11.2% | 53 |
| <i>Purchasing</i> | 302,439 | 330,240 | 27,801 | 9.2% | 56 |
| <i>Equipment maintenance</i> | 162,500 | 175,000 | 12,500 | 7.7% | 58 |
| Human resources | 519,415 | 543,759 | 24,344 | 4.7% | 67 |
| Planning & growth mgmt | | | | | |
| <i>Planning</i> | 624,316 | 686,745 | 62,429 | 10.0% | 74 |
| <i>Community Development</i> | 268,965 | 279,230 | 10,265 | 3.8% | 76 |
| <i>Bldg & Inspection Svcs</i> | 1,950,405 | 2,125,435 | 175,030 | 9.0% | 78 |
| Police/BSO | | | | | |
| <i>Police services</i> | 18,933,349 | 19,921,618 | 988,269 | 5.2% | 82 |
| <i>School crossing guard</i> | 293,960 | 311,195 | 17,235 | 5.9% | 84 |
| <i>Parking authority</i> | 136,590 | 141,315 | 4,725 | 3.5% | 86 |
| Fire/rescue | 18,889,601 | 20,581,046 | 1,691,445 | 9.0% | 95 |
| Public works | | | | | |
| <i>Administration</i> | 488,089 | 512,595 | 24,506 | 5.0% | 111 |
| <i>Facilities maintenance</i> | 3,614,438 | 3,961,815 | 347,377 | 9.6% | 113 |
| <i>Fleet maintenance</i> | 1,610,947 | 1,696,450 | 85,503 | 5.3% | 116 |
| <i>Grounds maintenance</i> | 2,470,784 | 2,781,755 | 310,971 | 12.6% | 119 |
| Parks and recreation | | | | | |
| <i>Administration</i> | 1,003,855 | 1,146,410 | 142,555 | 14.2% | 131 |
| <i>Recreation</i> | 3,918,620 | 4,092,356 | 173,736 | 4.4% | 135 |
| <i>Parks</i> | 1,976,273 | 2,412,965 | 436,692 | 22.1% | 138 |
| <i>Municipal pier</i> | 315,615 | 386,090 | 70,475 | 22.3% | 141 |
| Non-departmental | 9,097,259 | 9,951,306 | 854,047 | 9.4% | 143 |
| Community participation | 209,309 | 210,608 | 1,299 | 0.6% | 145 |
| Debt service | 4,610,701 | 4,619,161 | 8,460 | 0.2% | 147 |
| TOTAL | <u>75,787,671</u> | <u>81,598,597</u> | <u>5,810,926</u> | <u>7.7%</u> | |

City Commission

DESCRIPTION

The Deerfield Beach City Commission is a five member body elected at large by the citizens to act as their representatives at a local government level. The City Commission is the governing body of the City and exercises legal powers designated in the City Charter. The Commission enacts ordinances and resolutions, creates city policy and oversees special programs designed to involve citizens in their government. Other responsibilities of the City Commission include adoption of the annual budget, approval of tax rates, authorization of most contracts and the appointment of the City Manager, City Attorney and members of advisory boards. Commission meetings are held on the first and third Tuesday of each month.

PERSONNEL SUMMARY

| <u>Grade</u> | <u>Position/Title</u> | <u>06/07</u> | <u>07/08</u> | <u>08/09</u> |
|--------------|----------------------------|--------------|--------------|--------------|
| | Mayor | 1 | 1 | 1 |
| | Vice Mayor/Commissioner | 1 | 1 | 1 |
| | Commissioner | 3 | 3 | 3 |
| 30 | Administrative Coordinator | <u>0</u> | <u>1</u> | <u>1</u> |
| | Total | <u>5</u> | <u>6</u> | <u>6</u> |

EXPENDITURE SUMMARY

| | <u>Actual</u> <u>05/06</u> | <u>Actual</u> <u>06/07</u> | <u>Budget</u> <u>07/08</u> | <u>Budget</u> <u>08/09</u> |
|------------------------|-------------------------------|-------------------------------|-------------------------------|-------------------------------|
| Personal services | \$ 162,044 | \$ 222,913 | \$ 264,972 | \$ 265,543 |
| Operating expenditures | 17,351 | 25,342 | 42,000 | 42,000 |
| Total | <u>\$ 179,395</u> | <u>\$ 248,255</u> | <u>\$ 306,972</u> | <u>\$ 307,543</u> |

**GENERAL FUND
EXPENDITURES BY OBJECT**

| CITY COMMISSION | 2007-08 | | | | | |
|-------------------------------------|-----------------------|-----------------------|-----------------------------------|--------------------------|-------------------------------|------------------------------|
| | 2005-06 Actual | 2006-07 Actual | Y-T-D Actual (Thru 3/31/08) | 2007-08 Y-T-D %age | 2007-08 Original Budget | 2008-09 Adopted Budget |
| <u>Account Description</u> | | | | | | |
| Regular Salary | 131,930 | 170,949 | 96,027 | 49 | 195,065 | 212,943 |
| Overtime | - | 732 | 424 | - | - | - |
| Longevity | - | 3,643 | 3,119 | 48 | 6,560 | 7,045 |
| <i>Salaries & Wages</i> | <u>131,930</u> | <u>175,324</u> | <u>99,570</u> | <u>49</u> | <u>201,625</u> | <u>219,988</u> |
| FICA | 9,757 | 13,019 | 7,380 | 48 | 15,410 | 16,810 |
| <i>Payroll Taxes</i> | <u>9,757</u> | <u>13,019</u> | <u>7,380</u> | <u>48</u> | <u>15,410</u> | <u>16,810</u> |
| Non-uniformed Pension Plan | - | 12,751 | 6,259 | 25 | 25,037 | 5,845 |
| Florida Retirement System | 20,357 | 21,819 | 10,911 | 48 | 22,900 | 22,900 |
| <i>Pension Contributions</i> | <u>20,357</u> | <u>34,570</u> | <u>17,170</u> | <u>36</u> | <u>47,937</u> | <u>28,745</u> |
| Pager Rental | 810 | 354 | - | - | - | - |
| <i>Communication Services</i> | <u>810</u> | <u>354</u> | <u>-</u> | <u>-</u> | <u>-</u> | <u>-</u> |
| Office Supplies | 4,217 | 9,039 | 1,853 | 31 | 6,000 | 6,000 |
| Minor Equip, Tools & Hdwe | - | 2,870 | 2,760 | 92 | 3,000 | 3,000 |
| Other Commodities | 1,533 | 2,904 | 1,059 | 18 | 6,000 | 6,000 |
| <i>Materials and Supplies</i> | <u>5,750</u> | <u>14,813</u> | <u>5,672</u> | <u>38</u> | <u>15,000</u> | <u>15,000</u> |
| Travel and Training | 8,989 | 9,170 | 3,977 | 16 | 25,000 | 25,000 |
| Hospitality Expense | 1,302 | 1,005 | 89 | 4 | 2,000 | 2,000 |
| Dues & Memberships | 500 | - | - | - | - | - |
| <i>Other Operating Expenditures</i> | <u>10,791</u> | <u>10,175</u> | <u>4,066</u> | <u>15</u> | <u>27,000</u> | <u>27,000</u> |
| TOTAL CITY COMMISSION | <u>179,395</u> | <u>248,255</u> | <u>133,858</u> | <u>44</u> | <u>306,972</u> | <u>307,543</u> |

City Manager

DEPARTMENT DESCRIPTION

In 1956, the voters of Deerfield Beach adopted the Commission/Manager form of government. The city manager, appointed by and serving at the pleasure of the City Commission, is the chief operating officer of the City. The manager's office provides administrative direction for all municipal operations consistent with the goals adopted by the City Commission. As such, the city manager implements the policies of the Commission and is responsible for directing the day-to-day operations of the City, as well as ensuring that services and operations function in an efficient, timely, and cost effective manner while still in accordance with the City Commission's goals and objectives.

As the chief administrative office of the City, the city manager's office is involved in the following functions: the daily administration of the City; appointing authority for all city employees; supervision and evaluation of the management team; coordination of intra- and inter-governmental affairs; acting as the administrative spokesperson for the City; formulation of the annual budget, including detailed projections of all revenues and expenditures; recommendations with respect to departmental and non-departmental expenditures and the capital improvements program; chief negotiator for collective bargaining; preparation of reports and data to assist the City Commission in making formal top-level decisions; ensuring effective and efficient action on citizen complaints and requests for service; and conducting administrative research and analysis.

PERSONNEL SUMMARY

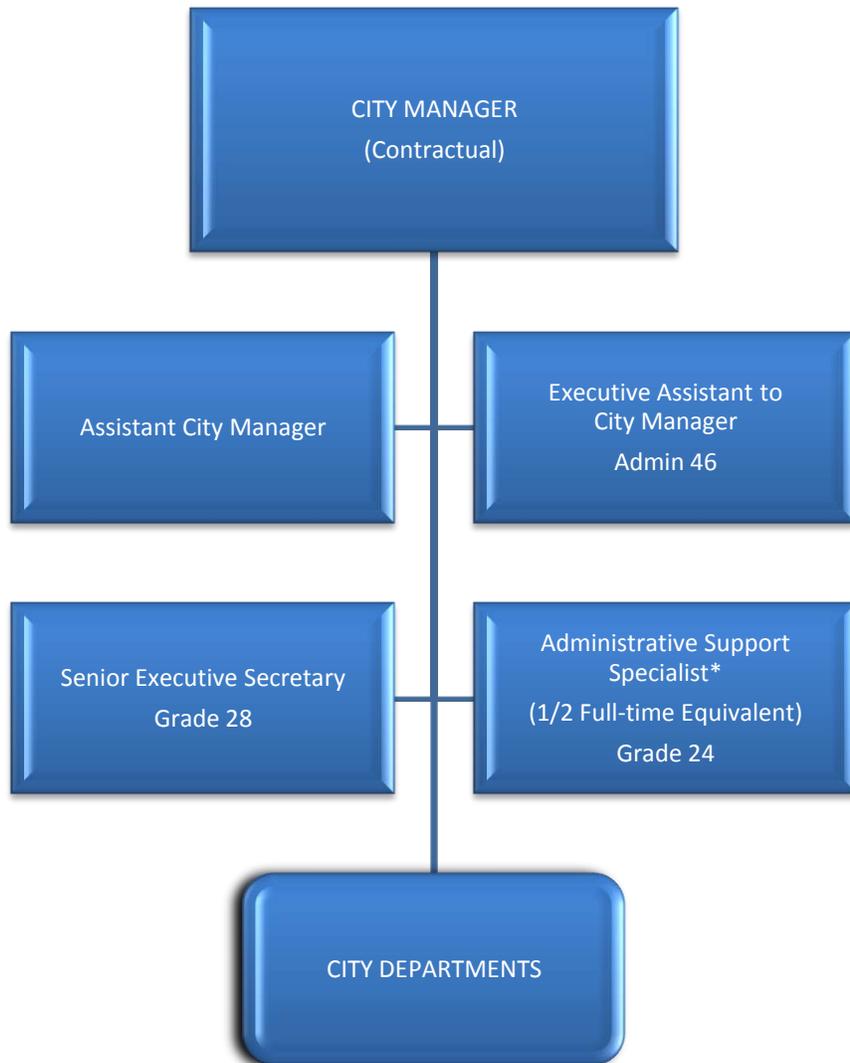
| <u>Grade</u> | <u>Position/Title</u> | <u>06/07</u> | <u>07/08</u> | <u>08/09</u> |
|--------------|-------------------------------------|-----------------|-----------------|-------------------|
| | City Manager | 1 | 1 | 1 |
| | Assistant City Manager | 0 | 1 | 1 |
| 50 | Assistant to City Manager | 1 | 0 | 0 |
| 46 | Executive Assistant to City Manager | 1 | 1 | 1 |
| 28 | Senior Executive Secretary | 1 | 1 | 1 |
| 24 | Administrative Support Specialist* | <u>0</u> | <u>0</u> | <u>0.5</u> |
| | Total | <u>4</u> | <u>4</u> | <u>4.5</u> |

* This position is shared equally between the City Manager's office and the City Clerk.

EXPENDITURE SUMMARY

| | <u>Actual</u> <u>05/06</u> | <u>Actual</u> <u>06/07</u> | <u>Budget</u> <u>07/08</u> | <u>Budget</u> <u>08/09</u> |
|------------------------|-------------------------------|-------------------------------|-------------------------------|-------------------------------|
| Personal services | \$ 442,598 | \$ 467,062 | \$ 311,115 | \$ 373,205 |
| Operating expenditures | 40,832 | 203,868 | 18,250 | 16,550 |
| Capital outlay | - | - | 40,000 | - |
| Total | <u>\$ 483,430</u> | <u>\$ 670,930</u> | <u>\$ 369,365</u> | <u>\$ 389,755</u> |

Office of the City Manager Organization Chart



*This position is shared equally between the City Manager’s Office and the Office of the City Clerk.

**GENERAL FUND
EXPENDITURES BY OBJECT**

| CITY MANAGER | 2007-08 | | | | | |
|-------------------------------------|-----------------------|-----------------------|-----------------------------------|--------------------------|-------------------------------|------------------------------|
| | 2005-06 Actual | 2006-07 Actual | Y-T-D Actual (Thru 3/31/08) | 2007-08 Y-T-D %age | 2007-08 Original Budget | 2008-09 Adopted Budget |
| <u>Account Description</u> | | | | | | |
| Regular Salary | 335,700 | 397,223 | 109,750 | 42 | 259,300 | 312,940 |
| Overtime | 860 | 153 | - | - | - | - |
| Longevity | 15,501 | 5,394 | - | - | - | - |
| Sick Leave Conversion Pay | 7,130 | 3,584 | 715 | 10 | 7,000 | 7,000 |
| <i>Salaries & Wages</i> | <u>359,191</u> | <u>406,354</u> | <u>110,465</u> | <u>41</u> | <u>266,300</u> | <u>319,940</u> |
| FICA | 24,115 | 23,525 | 5,950 | 27 | 21,919 | 24,495 |
| <i>Payroll Taxes</i> | <u>24,115</u> | <u>23,525</u> | <u>5,950</u> | <u>27</u> | <u>21,919</u> | <u>24,495</u> |
| Nonuniformed Pension Plan | 18,887 | 10,214 | - | - | - | - |
| ICMA Pension Plan | 25,636 | 17,512 | 12,165 | 329 | 3,696 | 7,170 |
| ICMA Pension Plan - City Mgr | 14,769 | 9,457 | - | - | 19,200 | 21,600 |
| <i>Pension Contributions</i> | <u>59,292</u> | <u>37,183</u> | <u>12,165</u> | <u>53</u> | <u>22,896</u> | <u>28,770</u> |
| Other Contractual Services | 23,408 | 179,895 | - | - | - | - |
| <i>Other Contractual Services</i> | <u>23,408</u> | <u>179,895</u> | <u>-</u> | <u>-</u> | <u>-</u> | <u>-</u> |
| Pager Rental | 2,588 | 51 | - | - | - | - |
| <i>Communication Services</i> | <u>2,588</u> | <u>51</u> | <u>-</u> | <u>87</u> | <u>-</u> | <u>-</u> |
| Office Supplies | 3,819 | 5,636 | 216 | 7 | 3,000 | 3,000 |
| Professional Publications | 131 | 40 | - | - | 500 | 500 |
| Minor Equip, Tools & Hdwe | - | 7,500 | - | - | 2,000 | 2,000 |
| <i>Materials and Supplies</i> | <u>3,950</u> | <u>13,176</u> | <u>216</u> | <u>4</u> | <u>5,500</u> | <u>5,500</u> |
| Rent of Equipment | 916 | 1,410 | 288 | 11 | 2,600 | 600 |
| Copier Lease | 1,389 | 1,796 | 1,315 | 66 | 2,000 | 2,300 |
| <i>Rentals and Leases</i> | <u>2,305</u> | <u>3,206</u> | <u>1,603</u> | <u>35</u> | <u>4,600</u> | <u>2,900</u> |
| Travel and Training | 5,182 | 5,135 | (435) | (16) | 2,650 | 2,650 |
| Printing | 35 | 1,715 | - | - | 500 | 500 |
| Dues & Memberships | 3,364 | 690 | 1,850 | 37 | 5,000 | 5,000 |
| <i>Other Operating Expenditures</i> | <u>8,581</u> | <u>7,540</u> | <u>1,415</u> | <u>17</u> | <u>8,150</u> | <u>8,150</u> |
| Automotive Equipment | - | - | 34,678 | 87 | 40,000 | - |
| <i>Capital Outlay</i> | <u>-</u> | <u>-</u> | <u>34,678</u> | <u>87</u> | <u>40,000</u> | <u>-</u> |
| TOTAL CITY MANAGER | <u>483,430</u> | <u>670,930</u> | <u>166,492</u> | <u>45</u> | <u>369,365</u> | <u>389,755</u> |

City Clerk

DEPARTMENT DESCRIPTION

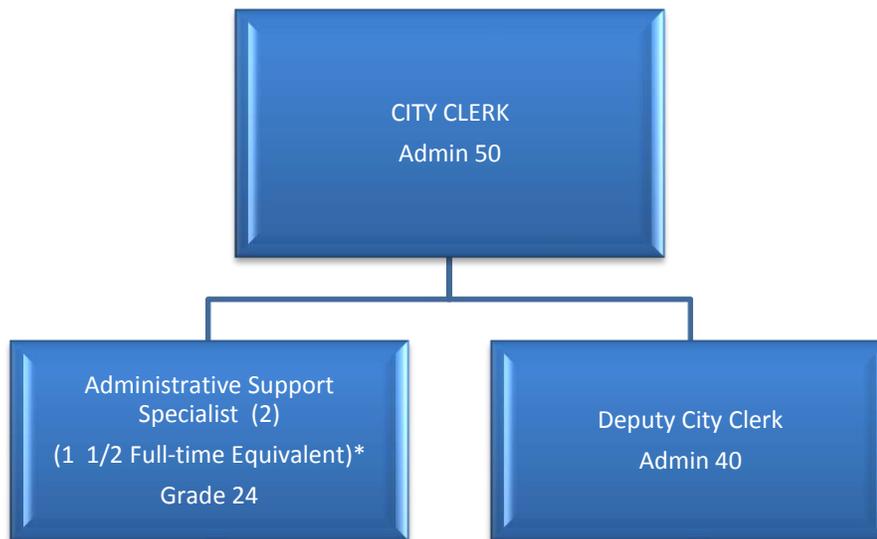
The Office of the City Clerk is dedicated to the proper function of government and, as such, is committed to effective legislative processes, information management, and the continued preservation of City policies and actions. The City Clerk's mission is to provide quality and friendly services to its customers, the general public, City Commission, City Manager, City staff and other agencies in a timely, efficient and professional manner. The Clerk attends all City Commission meetings, as well as administrative staff meetings, and administers all municipal legislative processes. This includes scheduling, agenda development, and the conformation of all City Commission business. The City Clerk is the official custodian of the City's corporate seal and records to include the City Charter, contracts, deeds, ordinances, resolutions, leases, easements, and minutes of all City Commission meetings. In addition, the City Clerk's Office maintains the City's Municipal Code, provides research support to the City Commission, administration and the public, and is responsible for the publishing of legal notices for public hearings.

The City Clerk's Office is also responsible for the management of all municipal elections, including the administration of candidate statements, ballot measures, impartial analyses, and legal advertising. Additionally, the City Clerk coordinates over 20 boards and committees that advise the City Commission, manages compliance with City and State conflict of interest law, administers oaths, and receives and records petitions, claims, lawsuits and official notices for the City.

DEPARTMENT GOALS

- Provide quality records management
- Represent the City and City Commission in all matters with the Supervisor of Elections pertaining to municipal elections
- Provide timely and accurate public information
- Serve as general liaison between the City Commission, City Departments and the general public by effectively communicating City policies to all levels of government and to the general public
- Encourage employee training and development

Office of the City Clerk Organization Chart



*One of the Administrative Support Specialist position is shared equally between the Office of the City Manager and the City Clerk's Office.

**DEPARTMENT:
CITY CLERK**



DEPARTMENT/DIVISION GOALS,
OBJECTIVES, & MEASUREMENTS –
FY2009

**CITY GOAL#3
SUPERIOR CUSTOMER
SERVICE**



| DEPARTMENT GOALS | DEPARTMENT OBJECTIVES | DEPARTMENT MEASUREMENTS | FY 07 (actual) | FY 08 (estimate) | FY 09 (budget) |
|---|---|---|----------------|------------------|----------------|
| Provide Quality Records Management | Enhance the records retention by using state of the art technology to computer image (scan) commission agenda packets, ordinances, resolutions, and purging and organizing electronic files. | - # of documents imaged - # of folders purged and reorganized | 13,000 750 | 14,000 800 | 15,000 850 |
| | Transcribe City Commission/ Board minutes | - # of minutes transcribed | 59 | 50 | 55 |
| | Maintain warehouse and storage facility containing the city's records to include organization, retrieval, and destruction. | - # of boxes destroyed - # of files retrieved | 300 15 | 247 25 | 75 30 |
| | Recording and certifying documents | - # of documents recorded certified | 118 | 180 | 255 |
| Represents the City and the City Commission in all transactions with the Supervisor of Elections pertaining to municipal elections. | Administers and provide assistance to the City Commission, City Administration and citizens for regular/special election(s). | % of staff that provide assistance for election/ special election | 100% | 100% | 100% |
| Provide Timely and Accurate Public Information | Responds to questions, complaints, inquiries, and public records documentation requests (such as copies of minutes, ordinances, resolutions, agenda backup, contracts, agreements, deeds, etc.) from citizens and city staff in a timely manner | - % Respond to request for research and inquires in a timely manner | 100% | 100% | 100% |

**CITY GOAL#8
EMPLOYEE DEVELOPMENT &
SATISFACTION**

**DEPARTMENT:
CITY CLERK**

| DEPARTMENT GOALS | DEPARTMENT OBJECTIVES | DEPARTMENT MEASUREMENTS | FY 07 (actual) | FY 08 (estimate) | FY 09 (budget) |
|---|---|---|----------------|------------------|----------------|
| Encourage Employee Development and Training | Cross-train all Departmental employees and to encourage office etiquette and adhere to the office policy and procedures | - % of Departmental employees adequately cross-trained | 100% | 100% | 100% |
| | Send employees to appropriate conferences and training seminars | - % & # of Departmental employees attending professional development seminars, etc. | 100% 4 | 100% 4 | 100% 4 |

**CITY GOAL#9
EFFECTIVE COMMUNICATION AMONG THE ORGANIZATION & THE PUBLIC**

| DEPARTMENT GOALS | DEPARTMENT OBJECTIVES | DEPARTMENT MEASUREMENTS | FY 07 (actual) | FY 08 (estimate) | FY 09 (budget) |
|--|---|--|----------------|------------------|----------------|
| Serves as liaison between the City Commission, City Departments and the general public, other agencies by effectively communicating City Policies to all levels of government and the public | Distribute Code Supplements to all departments | - # of supplements Distributed | 9 | 12 | 15 |
| | Coordinate Annual Volunteer Lunch for all City advisory boards | -% of boards participating in the lunch | 75% | 0% | 0% |
| | To assure contracts / agreements are executed and returned by other agencies and imaged | - % of contracts / agreements executed and imaged. | 96% | 97% | 98% |
| | Advertised notice of public hearings, bids, advisory board/committee meetings | - # of notices advertised | 268 | 260 | 300 |
| | Posting City Commission meeting agendas and minutes on the website | % of agenda and minutes posted on website | 100% | 100% | 100% |
| | Posting Advisory Board meeting agendas and minutes on the website | - % of agenda and minutes posted on website | 100% | 100% | 100% |
| | Preparing the Commission agenda for regular and special meetings as well as maintaining the agenda back-up for public info. | - % of agenda posted | 100% | 100% | 100% |
| | | - % of agendas and minutes prepared for Commission | 100% | 100% | 100% |
| | Maintain City Clerk web page and update page information | - # of times page updated | 48 | 48 | 52 |

Administration Division

PERSONNEL SUMMARY

| <u>Grade</u> | <u>Position/Title</u> | <u>06/07</u> | <u>07/08</u> | <u>08/09</u> |
|--------------|------------------------------------|--------------|--------------|--------------|
| 24 | Administrative Support Specialist* | 2 | 2 | 1.5 |
| 50 | City Clerk | 1 | 1 | 1 |
| 40 | Deputy City Clerk | <u>1</u> | <u>1</u> | <u>1</u> |
| | Total | <u>4</u> | <u>4</u> | <u>3.5</u> |

* This position is shared equally between the City Manager's office and the City Clerk.

EXPENDITURE SUMMARY

| | <u>Actual 05/06</u> | <u>Actual 06/07</u> | <u>Budget 07/08</u> | <u>Budget 08/09</u> |
|------------------------|-------------------------|-------------------------|-------------------------|-------------------------|
| Personal services | \$ 210,140 | \$ 312,628 | \$ 267,364 | \$ 264,400 |
| Operating expenditures | <u>89,290</u> | <u>89,062</u> | <u>76,200</u> | <u>85,625</u> |
| Total | <u>\$ 299,430</u> | <u>\$ 401,690</u> | <u>\$ 343,564</u> | <u>\$ 350,025</u> |

Elections Division

EXPENDITURE SUMMARY

| | <u>Actual 05/06</u> | <u>Actual 06/07</u> | <u>Budget 07/08</u> | <u>Budget 08/09</u> |
|------------------------|-------------------------|-------------------------|-------------------------|-------------------------|
| Operating expenditures | \$ - | \$ 94,443 | \$ 112,776 | \$ 111,830 |
| Total | <u>\$ -</u> | <u>\$ 94,443</u> | <u>\$ 112,776</u> | <u>\$ 111,830</u> |

**GENERAL FUND
EXPENDITURES BY OBJECT**

| CITY CLERK Administration | 2007-08 | | | | | |
|--------------------------------------|-----------------------|-----------------------|--|-----------------------------------|--|---------------------------------------|
| | 2005-06 | 2006-07 | Y-T-D Actual (Thru 3/31/08) | 2007-08 Y-T-D %age | 2007-08 Original Budget | 2008-09 Adopted Budget |
| <u>Account Description</u> | <u>Actual</u> | <u>Actual</u> | <u>Actual</u> | <u>%age</u> | <u>Budget</u> | <u>Budget</u> |
| Regular Salary | 178,830 | 265,348 | 107,878 | 48 | 224,725 | 221,920 |
| Overtime | 798 | 1,376 | 150 | - | - | - |
| Longevity | 1,224 | 2,539 | 917 | 47 | 1,950 | 2,000 |
| Sick Leave Conversion Pay | 1,183 | 3,337 | 1,666 | 37 | 4,500 | 4,500 |
| <i>Salaries & Wages</i> | <u>182,035</u> | <u>272,600</u> | <u>110,611</u> | <u>48</u> | <u>231,175</u> | <u>228,420</u> |
| FICA | 13,542 | 19,787 | 6,930 | 39 | 17,695 | 17,490 |
| <i>Payroll Taxes</i> | <u>13,542</u> | <u>19,787</u> | <u>6,930</u> | <u>39</u> | <u>17,695</u> | <u>17,490</u> |
| ICMA Pension Plan | 14,563 | 20,241 | 8,849 | 48 | 18,494 | 18,490 |
| <i>Pension Contributions</i> | <u>14,563</u> | <u>20,241</u> | <u>8,849</u> | <u>48</u> | <u>18,494</u> | <u>18,490</u> |
| Codification | 6,122 | 7,753 | 3,891 | 39 | 10,000 | 12,500 |
| Other Contractual Services | 26,819 | 8,727 | - | - | 13,000 | 13,500 |
| <i>Other Contractual Services</i> | <u>32,941</u> | <u>16,480</u> | <u>3,891</u> | <u>17</u> | <u>23,000</u> | <u>26,000</u> |
| Pager Rental | 26 | 16 | - | - | - | - |
| <i>Communication Services</i> | <u>26</u> | <u>16</u> | <u>-</u> | <u>17</u> | <u>-</u> | <u>-</u> |
| Office Supplies | 2,739 | 1,957 | 1,167 | 117 | 1,000 | 1,500 |
| Word Processing Supplies | - | - | - | - | - | 150 |
| Professional Publications | 231 | 400 | 150 | - | - | 175 |
| Minor Equip, Tools & Hdwe | - | 2,649 | - | - | 1,500 | 3,200 |
| Volunteer Board Luncheon | 1,746 | 1,891 | - | - | - | 500 |
| Other Commodities | 238 | 26,825 | 5,400 | 36 | 15,000 | 15,200 |
| <i>Materials and Supplies</i> | <u>4,954</u> | <u>33,722</u> | <u>6,717</u> | <u>38</u> | <u>17,500</u> | <u>20,725</u> |
| Printing | 360 | 1,815 | - | - | - | 200 |
| Advertising | 48,447 | 35,719 | 11,430 | 35 | 32,500 | 35,000 |
| Recording Fees | 1,680 | 664 | 461 | 23 | 2,000 | 2,500 |
| Dues & Memberships | 882 | 646 | 164 | 14 | 1,200 | 1,200 |
| <i>Other Operating Expenditures</i> | <u>51,369</u> | <u>38,844</u> | <u>12,055</u> | <u>34</u> | <u>35,700</u> | <u>38,900</u> |
| Total City Clerk - Admin | <u>299,430</u> | <u>401,690</u> | <u>149,053</u> | <u>43</u> | <u>343,564</u> | <u>350,025</u> |

**GENERAL FUND
EXPENDITURES BY OBJECT**

| CITY CLERK Elections | | | 2007-08 | | | 2008-09 |
|--|----------------|----------------|-----------------------------------|--------------------------|-------------------------------|------------------------------|
| | 2005-06 | 2006-07 | Y-T-D Actual (Thru 3/31/08) | 2007-08 Y-T-D %age | 2007-08 Original Budget | 2008-09 Adopted Budget |
| <u>Account Description</u> | | | | | | |
| Poll Workers Fees | - | 45,820 | - | - | 42,000 | 51,380 |
| Other Contractual Services | - | 39,276 | - | - | 55,000 | 38,000 |
| <i>Other Contractual Services</i> | - | 85,096 | - | - | 97,000 | 89,380 |
| Printing | - | 1,771 | - | - | 8,000 | 11,650 |
| Delivery of Equipment | - | - | - | - | 1,276 | 1,400 |
| Advertising | - | 7,576 | - | - | 6,500 | 9,400 |
| <i>Other Operating Expenditures</i> | - | 9,347 | - | - | 15,776 | 22,450 |
| <i>Total City Clerk - Elections</i> | - | 94,443 | - | - | 112,776 | 111,830 |
| TOTAL CITY CLERK | 299,430 | 496,133 | 149,053 | 33 | 456,340 | 461,855 |

City Attorney

DEPARTMENT DESCRIPTION

The City Attorney's Office provides legal opinions and assistance to the City Commission, City Manager, and staff. The City Attorney's Office drafts and/or reviews all proposed ordinances and resolutions, prosecutes municipal ordinance violations, represents the Code Enforcement Board, the Planning and Zoning Board, Board of Adjustment, and other boards in the City as required. The City Attorney's Office supervises the work of outside counsel where needed. Outside counsel is also used for real estate transaction matters and title searches. The City Attorney's Office also represents the City in much of the litigation in which it is involved. The City Attorney operates pursuant to a contract with the City; he retains the services of an Assistant City Attorney, paralegal and secretary and pays for their compensation packages; office equipment is also paid for by the City Attorney. Funds for this contract are paid through the budget line items for contractual services as per the contract.

EXPENDITURE SUMMARY

| | <u>Actual</u> <u>05/06</u> | <u>Actual</u> <u>06/07</u> | <u>Budget</u> <u>07/08</u> | <u>Budget</u> <u>08/09</u> |
|------------------------|-------------------------------|-------------------------------|-------------------------------|-------------------------------|
| Operating expenditures | \$ 652,888 | \$ 664,766 | \$ 525,039 | \$ 532,500 |

**GENERAL FUND
EXPENDITURES BY OBJECT**

| CITY ATTORNEY | 2007-08 | | | | | |
|-----------------------------------|-----------------------|-----------------------|-----------------------|------------------|-----------------------|-----------------------|
| | 2005-06 | 2006-07 | Y-T-D | 2007-08 | 2007-08 | 2008-09 |
| <u>Account Description</u> | <u>Actual</u> | <u>Actual</u> | <u>Actual</u> | <u>Y-T-D</u> | <u>Original</u> | <u>Adopted</u> |
| | | | (Thru 3/31/08) | %age | Budget | Budget |
| Reimbursement for Pension | 41,000 | 44,000 | 45,000 | 100 | 45,000 | 46,000 |
| <i>Pension Contributions</i> | <u>41,000</u> | <u>44,000</u> | <u>45,000</u> | <u>100</u> | <u>45,000</u> | <u>46,000</u> |
| Lien/Real Estate Services | 8,460 | 9,503 | 5,986 | 100 | 6,000 | 6,500 |
| Legal Services | 363,770 | 370,000 | 380,000 | 100 | 380,000 | 392,000 |
| <i>Professional Services</i> | <u>372,230</u> | <u>379,503</u> | <u>385,986</u> | <u>100</u> | <u>386,000</u> | <u>398,500</u> |
| Litigation Costs | 24,221 | 5,472 | 25,745 | 76 | 34,039 | 22,000 |
| Special Legal Services | 187,490 | 199,077 | 16,957 | 38 | 45,000 | 50,000 |
| Labor Negotiations Services | - | 18,109 | 12,562 | - | - | - |
| <i>Other Contractual Services</i> | <u>211,711</u> | <u>222,658</u> | <u>55,264</u> | <u>70</u> | <u>79,039</u> | <u>72,000</u> |
| Office Supplies | 882 | 67 | 11 | - | - | - |
| Professional Publications | 27,065 | 18,538 | 15,144 | 101 | 15,000 | 16,000 |
| <i>Materials and Supplies</i> | <u>27,947</u> | <u>18,605</u> | <u>15,155</u> | <u>101</u> | <u>15,000</u> | <u>16,000</u> |
| TOTAL CITY ATTORNEY | <u>652,888</u> | <u>664,766</u> | <u>501,405</u> | <u>95</u> | <u>525,039</u> | <u>532,500</u> |

Central Services

DEPARTMENT DESCRIPTION

The Central Services Department recognizes expenditures which are not associated with a specific department. All of the items recorded in this department are necessary for the daily operations of Central Services. These items include telephone services, postage and duplicating supplies.

EXPENDITURE SUMMARY

| | Actual <u>05/06</u> | Actual <u>06/07</u> | Budget <u>07/08</u> | Budget <u>08/09</u> |
|------------------------|------------------------|------------------------|------------------------|------------------------|
| Operating expenditures | <u>\$ 425,950</u> | <u>\$ 508,875</u> | <u>\$ 479,000</u> | <u>\$ 534,000</u> |

**GENERAL FUND
EXPENDITURES BY OBJECT**

| CENTRAL SERVICES | 2007-08 | | | | | |
|-------------------------------------|-----------------------|-----------------------|--|-----------------------------------|--|---------------------------------------|
| | 2005-06 | 2006-07 | Y-T-D Actual (Thru 3/31/08) | 2007-08 Y-T-D %age | 2007-08 Original Budget | 2008-09 Adopted Budget |
| <u>Account Description</u> | <u>Actual</u> | <u>Actual</u> | <u>Actual</u> | <u>%age</u> | <u>Budget</u> | <u>Budget</u> |
| Telephone and Telegraph | 131,367 | 184,537 | 90,184 | 55 | 165,000 | 215,000 |
| SUNCOM Network Charges | 2,701 | 1,856 | 608 | 12 | 5,000 | 2,000 |
| Cellular Phone Service | 101,937 | 128,720 | 48,762 | 44 | 110,000 | 110,000 |
| Postage | 110,931 | 103,896 | 55,305 | 46 | 120,000 | 120,000 |
| Telephone Equipment/Repair | 28,125 | 26,775 | 11,625 | 47 | 25,000 | 25,000 |
| Internet Service | 17,765 | 15,777 | 4,054 | 22 | 18,500 | 18,500 |
| <i>Communication Services</i> | <u>392,826</u> | <u>461,561</u> | <u>210,538</u> | <u>47</u> | <u>443,500</u> | <u>490,500</u> |
| Duplicating Supplies | 14,955 | 17,320 | 3,983 | 40 | 10,000 | 20,000 |
| Office Supplies | 2,567 | 1,854 | 181 | 18 | 1,000 | 1,000 |
| <i>Materials and Supplies</i> | <u>17,522</u> | <u>19,174</u> | <u>4,164</u> | <u>38</u> | <u>11,000</u> | <u>21,000</u> |
| Copier Lease | 5,994 | 5,576 | 2,495 | 33 | 7,500 | 7,500 |
| Storage Facility Rental | 3,446 | 4,053 | 1,732 | 35 | 5,000 | - |
| <i>Rentals and Leases</i> | <u>9,440</u> | <u>9,629</u> | <u>4,227</u> | <u>34</u> | <u>12,500</u> | <u>7,500</u> |
| Printing | 6,162 | 18,511 | 893 | 7 | 12,000 | 15,000 |
| <i>Other Operating Expenditures</i> | <u>6,162</u> | <u>18,511</u> | <u>893</u> | <u>7</u> | <u>12,000</u> | <u>15,000</u> |
| Buildings | - | - | 22,282 | - | - | - |
| <i>Capital Outlay</i> | <u>-</u> | <u>-</u> | <u>22,282</u> | <u>-</u> | <u>-</u> | <u>-</u> |
| TOTAL CENTRAL SERVICES | <u>425,950</u> | <u>508,875</u> | <u>242,104</u> | <u>51</u> | <u>479,000</u> | <u>534,000</u> |

Management and Budget

Finance/Information Systems Purchasing Customer Service Equipment Maintenance

DEPARTMENT DESCRIPTION

The Management and Budget Department is comprised of four divisions - finance/information systems, purchasing, customer service, and equipment maintenance. This department serves as a support service for all other departments within the City.

The primary function of the finance division is to monitor, record and report all financial transactions in the City. It ensures that all transactions are accounted for in a timely manner, all applicable policies are followed and that controls to ensure the recording and dissemination of accurate information are in place. This division handles the payroll for all City employees, processes utility payments, pays all invoices for goods and services used by City departments, records and tracks fixed assets, monitors grant funding, prepares and monitors the annual budget and tracks the City's outstanding debt.

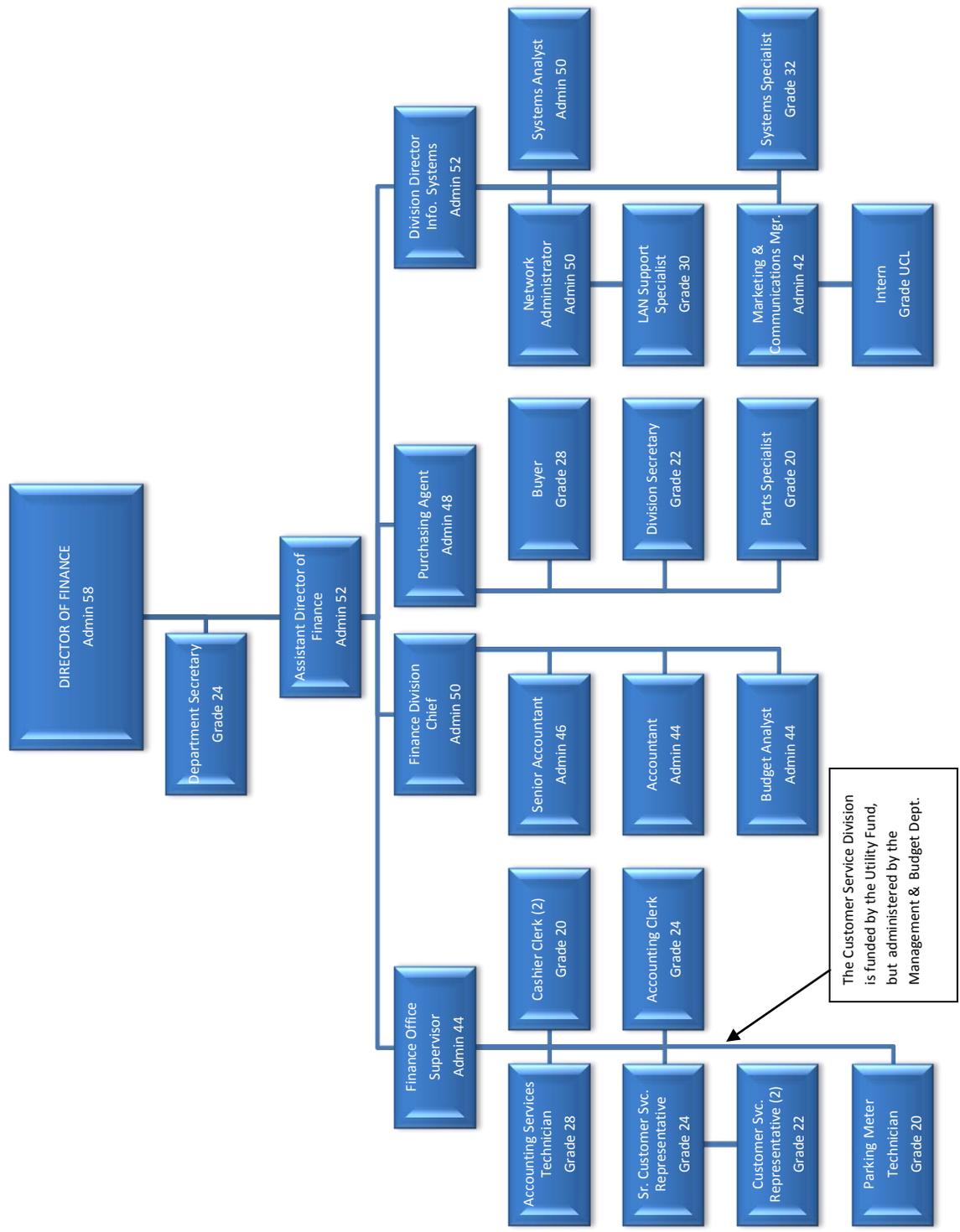
The information systems division provides technological services to all City departments. The division manages an IBM AS400 mainframe system as well as 150 personal computers, 25 servers, 3 local area networks and 25 back-up PCs for emergency management. The city uses Multi Protocol Label Switching (MPLS) as its primary data communications mechanism at all major facilities. The MPLS consists of fiber and T1 connections. The information systems staff creates and maintains software, assists in the selection of vendor-supported systems and responds to over 450 inquiries per month for help throughout City departments. Software applications used by City staff include accounting, payroll, utility billing, GIS land management, building permits, occupational licenses, alarm permits, word processing, purchasing/inventory, risk master and fleet maintenance. The city also offers E-gov services such as online recreational class registration.

The customer service division is responsible for billing all utility customers, establishing accounts for new customers and for responding to the information requests of citizens and staff. This division is supported by the utility fund operations.

DEPARTMENT GOALS

- Provide quality internal and external customer service
- Efficiently process the City's payroll
- Provide sound fiscal oversight of the City's finances
- Maintain the GFOA Certificate of Achievement for Excellence in Financial Reporting as well as the GFOA Distinguished Budget Presentation Award
- Provide for a quality and efficient Information Systems Division
- Encourage employee training and development

Management & Budget Department Organization Chart



DEPARTMENT: MANAGEMENT AND BUDGET



DEPARTMENT/DIVISION GOALS, OBJECTIVES, & MEASUREMENTS – FY2009



**CITY GOAL#3
SUPERIOR CUSTOMER SERVICE**

| DEPARTMENT GOALS | DEPARTMENT OBJECTIVES | DEPARTMENT MEASUREMENTS | FY 07 (actual) | FY 08 (estimate) | FY 09 (budget) |
|--|--|---|----------------|------------------|----------------|
| Provide Quality Internal and External Customer Service | Respond to requests for service within 24 hours | - % of service requests responded to within 24 hours | 95% | 95% | 95% |
| | Resolve all requests for service within 3 business days | - % of service requests resolved within 3 business days | 99% | 99% | 99% |
| Efficiently Process the Organization's Payroll | Process bi-weekly payroll for approximately 571 full-time and 227 part-time employees | - % of checks processed on time | 100% | 100% | 100% |
| | | - # of payroll checks processed | 18,544 | 18,402 | 18,517 |
| Provide For a Quality and Efficient Information Systems Division | Maintain the security of the City's computer systems through constant upgrading and monitoring | - # of servers purchased | 0 | 4 | 2 |
| | | - % of inspections | 85 | 225 | 225 |
| | | - # of training hours devoted to IS staff | 60 | 60 | 60 |
| | Provide quality customer service to end-users of the City's various information systems | # of service calls | 1,500 | 1,800 | 1,800 |

CITY GOAL#6
FINANCIAL HEALTH OF THE CITY

DEPARTMENT: MANAGEMENT AND BUDGET

| DEPARTMENT GOALS | DEPARTMENT OBJECTIVES | DEPARTMENT MEASUREMENTS | FY 07 (actual) | FY 08 (estimate) | FY 09 (budget) |
|--|--|---|---|------------------|----------------|
| Provide Sound Fiscal Oversight to the City's Finances | Prepare monthly budget status reports for distribution to the City Commission and Management Team | - # of completed budget reports | 12 | 12 | 12 |
| | Reduce costs through comprehensive procurement process of all equipment, materials, and services | - # of bids issued | 40 | 43 | 50 |
| | | # of informal quotations obtained | 424 | 550 | 500 |
| | | # of new vendors added | 594 | 250 | 650 |
| | | # of Southeast Florida Governmental Purchasing Cooperative contracts executed | 48 | 75 | 55 |
| | | Review adherence to contracts by vendors | # of contracts/agreements reviewed/audited for compliance | 27 | 31 |
| | Prepare a Comprehensive Annual Financial Report in accordance with all accepted practices in principles | # of tow slips audited | 1,070 | 1,000 | 1,200 |
| | | - # of Certificates of Achievement for excellence in financial reporting issued by the GFOA | 1 | 1 | 1 |
| | Coordinate the Annual Financial Audit | - % of "clean" opinions rendered by auditors | 100% | 100% | 100% |
| | Translate Departmental budget submittals/requests into cohesive, balanced budget document in conjunction with the Office of the City Manager | - # of GFOA Distinguished Budget Awards | 1 | 1 | 1 |
| Maintain the integrity of the City's investment activities | - average % of available funds invested | 87% | 90% | 85% | |

CITY GOAL#8
EMPLOYEE DEVELOPMENT AND SATISFACTION

| DEPARTMENT GOALS | DEPARTMENT OBJECTIVES | DEPARTMENT MEASUREMENTS | FY 07 (actual) | FY 08 (estimate) | FY 09 (budget) |
|---|---|---|----------------|------------------|----------------|
| Encourage Employee Development and Training | Provide appropriate developmental training for all Departmental employees throughout the year | - # of employees participating in training & development activities | 19 | 20 | 20 |
| | | - # of hours devoted to training | 463 | 433 | 449 |

Finance/Information Systems Division

PERSONNEL SUMMARY

| <u>Grade</u> | <u>Position/Title</u> | <u>06/07</u> | <u>07/08</u> | <u>08/09</u> |
|--------------|--|------------------|------------------|------------------|
| 58 | Director of Finance | 1 | 1 | 1 |
| 52 | Assistant Finance Director | 1 | 1 | 1 |
| 50 | Finance Division Chief | 1 | 1 | 1 |
| 46 | Senior Accountant | 0 | 1 | 1 |
| 44 | Accountant | 1 | 1 | 1 |
| 44 | Budget Analyst | 1 | 1 | 1 |
| 44 | Grants Accountant | 1 | 0 | 0 |
| 44 | Finance Office Supervisor | 1 | 1 | 1 |
| 28 | Accounting Services Technician | 1 | 1 | 1 |
| 24 | Accounting Clerk | 1 | 1 | 1 |
| 24 | Department Secretary | 1 | 1 | 1 |
| 20 | Cashier Clerk | 2 | 2 | 2 |
| 20 | Parking Meter Technician (a) | 1 | 1 | 1 |
| 42 | Marketing & Communications Manager | 1 | 1 | 1 |
| 52 | Division Director of Information Systems | 1 | 1 | 1 |
| 50 | Systems Analyst | 1 | 1 | 1 |
| 50 | Network Administrator | 1 | 1 | 1 |
| 32 | Systems Specialist | 1 | 1 | 1 |
| 30 | LAN Support Specialist | 1 | 1 | 1 |
| UCL | Intern (part-time) | <u>1</u> | <u>1</u> | <u>1</u> |
| | Total | <u>20</u> | <u>20</u> | <u>20</u> |

(a) Position works under the direction of the Management & Budget Department, but division funding is located in the Police section of this budget document.

EXPENDITURE SUMMARY

| | <u>Actual 05/06</u> | <u>Actual 06/07</u> | <u>Budget 07/08</u> | <u>Budget 08/09</u> |
|------------------------|----------------------------|----------------------------|----------------------------|----------------------------|
| Personal services | \$ 1,050,985 | \$ 1,280,749 | \$ 1,530,325 | \$ 1,596,450 |
| Operating expenditures | 654,840 | 673,969 | 703,200 | 909,400 |
| Capital outlay | 28,651 | - | 20,000 | - |
| Total | <u>\$ 1,734,476</u> | <u>\$ 1,954,718</u> | <u>\$ 2,253,525</u> | <u>\$ 2,505,850</u> |

**GENERAL FUND
EXPENDITURES BY OBJECT**

| MANAGEMENT & BUDGET Finance/Information Systems Division | 2007-08 | | | | | |
|---|-------------------|-------------------|-----------------------------------|--------------------------|-------------------------------|------------------------------|
| | 2005-06 Actual | 2006-07 Actual | Y-T-D Actual (Thru 3/31/08) | 2007-08 Y-T-D %age | 2007-08 Original Budget | 2008-09 Adopted Budget |
| <u>Account Description</u> | | | | | | |
| Regular Salary | 869,436 | 1,062,003 | 570,342 | 45 | 1,258,655 | 1,312,810 |
| Overtime | 1,244 | 303 | - | - | - | - |
| Longevity | 27,828 | 32,282 | 18,642 | 45 | 41,450 | 46,720 |
| Sick Leave Conversion Pay | 14,643 | 17,579 | 17,619 | 80 | 22,000 | 22,000 |
| <i>Salaries & Wages</i> | <u>913,151</u> | <u>1,112,167</u> | <u>606,603</u> | <u>46</u> | <u>1,322,105</u> | <u>1,381,530</u> |
| FICA | 65,134 | 79,608 | 42,754 | 42 | 101,210 | 105,750 |
| <i>Payroll Taxes</i> | <u>65,134</u> | <u>79,608</u> | <u>42,754</u> | <u>42</u> | <u>101,210</u> | <u>105,750</u> |
| ICMA Pension Plan | 72,700 | 88,974 | 48,528 | 45 | 107,010 | 109,170 |
| <i>Pension Contributions</i> | <u>72,700</u> | <u>88,974</u> | <u>48,528</u> | <u>45</u> | <u>107,010</u> | <u>109,170</u> |
| Programming/Software | 60,340 | 34,905 | 57 | - | 40,000 | 125,000 |
| Software Maintenance | 99,626 | 131,317 | 118,306 | 72 | 165,000 | 188,000 |
| Auditing Services | 39,600 | 41,600 | 52,400 | 100 | 52,400 | 55,000 |
| Actuarial Consultant Fee | 1,952 | 4,911 | 2,500 | 50 | 5,000 | 30,000 |
| <i>Professional Services</i> | <u>201,518</u> | <u>212,733</u> | <u>173,263</u> | <u>66</u> | <u>262,400</u> | <u>398,000</u> |
| Serv to Maintain Office Equip | 16,430 | 23,890 | 8,001 | 53 | 15,000 | 18,000 |
| <i>Repair and Maint Services</i> | <u>16,430</u> | <u>23,890</u> | <u>8,001</u> | <u>53</u> | <u>15,000</u> | <u>18,000</u> |
| Disaster Preparedness | 9,740 | 18,139 | - | - | - | - |
| Collection Agency | 39,248 | 33,811 | 8,544 | 21 | 40,000 | 40,000 |
| Assessment Fees Collection | 29,968 | 34,555 | 21,265 | 71 | 30,000 | 53,000 |
| Other Contractual Services | 100,366 | 50,804 | - | - | 12,500 | 12,500 |
| <i>Other Contractual Services</i> | <u>179,322</u> | <u>137,309</u> | <u>29,809</u> | <u>36</u> | <u>82,500</u> | <u>105,500</u> |
| Wireless Subscriptions | - | 7,379 | 3,369 | - | - | - |
| <i>Communication Services</i> | <u>-</u> | <u>7,379</u> | <u>3,369</u> | <u>-</u> | <u>-</u> | <u>-</u> |
| Computer Cabling | 7,742 | 5,304 | 400 | 8 | 5,000 | 5,000 |
| Clothing Allowance | 841 | 514 | 320 | 107 | 300 | 400 |
| Office Supplies | 49,914 | 26,589 | 8,675 | 25 | 35,000 | 35,000 |
| Professional Publications | 3,982 | 2,901 | 1,723 | 69 | 2,500 | 2,500 |
| Minor Equip, Tools & Hdwe | 21,191 | 72,925 | 14,001 | 28 | 50,000 | 85,000 |
| <i>Materials and Supplies</i> | <u>83,670</u> | <u>108,233</u> | <u>25,119</u> | <u>27</u> | <u>92,800</u> | <u>127,900</u> |

**GENERAL FUND
EXPENDITURES BY OBJECT**

| MANAGEMENT & BUDGET Finance/Information Systems Division | 2005-06 Actual | 2006-07 Actual | 2007-08 | | 2007-08 Original Budget | 2008-09 Adopted Budget |
|---|-------------------------|-------------------------|-----------------------------------|------------------|-------------------------------|------------------------------|
| | | | Y-T-D Actual (Thru 3/31/08) | Y-T-D %age | | |
| <u>Account Description</u> | | | | | | |
| Rental of Equipment | 4,278 | 5,608 | 1,570 | 20 | 8,000 | 5,000 |
| Copier Lease | - | 369 | 369 | - | - | 5,000 |
| Computer Lease | 73,977 | 103,243 | 51,450 | 49 | 106,000 | 106,000 |
| T-1 Data Line | - | - | 14,293 | 24 | 60,000 | 60,000 |
| <i>Rentals and Leases</i> | <u>78,255</u> | <u>109,220</u> | <u>67,682</u> | <u>39</u> | <u>174,000</u> | <u>176,000</u> |
| Printing | 23,359 | 5,493 | 844 | 11 | 8,000 | 8,000 |
| Employee Training | 5,295 | 805 | - | - | - | - |
| Dues & Memberships | 3,399 | 5,265 | 3,049 | 87 | 3,500 | 4,000 |
| Bank Charges | 63,592 | 63,642 | 32,927 | 51 | 65,000 | 72,000 |
| <i>Other Operating Expenditures</i> | <u>95,645</u> | <u>75,205</u> | <u>36,820</u> | <u>48</u> | <u>76,500</u> | <u>84,000</u> |
| Automotive Equipment | 19,175 | - | - | - | - | - |
| Office Mach & Equip | 9,476 | - | - | - | 20,000 | - |
| <i>Capital Outlay</i> | <u>28,651</u> | <u>-</u> | <u>-</u> | <u>-</u> | <u>20,000</u> | <u>-</u> |
| Total Finance/Info Systems | <u>1,734,476</u> | <u>1,954,718</u> | <u>1,041,948</u> | <u>46</u> | <u>2,253,525</u> | <u>2,505,850</u> |

Purchasing Division

Procurement of goods and services necessary for City operations is handled by the purchasing division. This division prepares and assures compliance with bid specifications, researches products and services, maintains all service contracts and interacts with every department to handle various purchase requisitions.

PERSONNEL SUMMARY

| <u>Grade</u> | <u>Position/Title</u> | <u>06/07</u> | <u>07/08</u> | <u>08/09</u> |
|--------------|-----------------------|--------------|--------------|--------------|
| 48 | Purchasing Agent | 1 | 1 | 1 |
| 28 | Buyer | 1 | 1 | 1 |
| 22 | Division Secretary | 1 | 1 | 1 |
| 20 | Purchasing Specialist | <u>1</u> | <u>1</u> | <u>1</u> |
| | Total | <u>4</u> | <u>4</u> | <u>4</u> |

EXPENDITURE SUMMARY

| | <u>Actual 05/06</u> | <u>Actual 06/07</u> | <u>Budget 07/08</u> | <u>Budget 08/09</u> |
|------------------------|-------------------------|-------------------------|-------------------------|-------------------------|
| Personal services | \$ 251,393 | \$ 269,854 | \$ 290,884 | \$ 317,835 |
| Operating expenditures | 8,721 | 12,792 | 11,555 | 12,405 |
| Capital outlay | - | 19,027 | - | - |
| Total | <u>\$ 260,114</u> | <u>\$ 301,673</u> | <u>\$ 302,439</u> | <u>\$ 330,240</u> |

**GENERAL FUND
EXPENDITURES BY OBJECT**

| MANAGEMENT & BUDGET | | | | | | |
|-------------------------------------|-----------------------|-----------------------|--|-----------------------------|----------------------------------|---------------------------------|
| Purchasing Division | 2005-06 | 2006-07 | 2007-08 | 2007-08 | 2007-08 | 2008-09 |
| <u>Account Description</u> | <u>Actual</u> | <u>Actual</u> | <u>Y-T-D</u> <u>Actual</u> <u>(Thru 3/31/08)</u> | <u>Y-T-D</u> <u>%age</u> | <u>Original</u> <u>Budget</u> | <u>Adopted</u> <u>Budget</u> |
| Regular Salary | 209,778 | 225,453 | 117,099 | 48 | 242,615 | 260,770 |
| Overtime | 1,065 | 52 | - | - | - | - |
| Longevity | 6,941 | 8,061 | 4,511 | 48 | 9,490 | 12,840 |
| Sick Leave Conversion Pay | - | - | - | - | - | 1,000 |
| <i>Salaries & Wages</i> | <u>217,784</u> | <u>233,566</u> | <u>121,610</u> | <u>48</u> | <u>252,105</u> | <u>274,610</u> |
| FICA | 16,186 | 17,603 | 9,047 | 47 | 19,370 | 21,010 |
| <i>Payroll Taxes</i> | <u>16,186</u> | <u>17,603</u> | <u>9,047</u> | <u>47</u> | <u>19,370</u> | <u>21,010</u> |
| ICMA Pension Plan | 17,423 | 18,685 | 9,729 | 50 | 19,409 | 22,215 |
| <i>Pension Contributions</i> | <u>17,423</u> | <u>18,685</u> | <u>9,729</u> | <u>50</u> | <u>19,409</u> | <u>22,215</u> |
| Pager Rental | 27 | 26 | 13 | 43 | 30 | 30 |
| <i>Communication Services</i> | <u>27</u> | <u>26</u> | <u>13</u> | <u>43</u> | <u>30</u> | <u>30</u> |
| Clothing Allowance | 25 | 76 | 52 | 15 | 350 | 350 |
| Office Supplies | 4,001 | 6,745 | 713 | 18 | 4,000 | 4,000 |
| Professional Publications | 86 | 85 | 78 | 35 | 225 | 225 |
| Minor Equip, Tools & Hdwe | - | - | - | - | 1,300 | 1,750 |
| <i>Materials and Supplies</i> | <u>4,112</u> | <u>6,906</u> | <u>843</u> | <u>14</u> | <u>5,875</u> | <u>6,325</u> |
| Copier Lease | 4,325 | 4,418 | 2,183 | 45 | 4,800 | 4,800 |
| <i>Rentals and Leases</i> | <u>4,325</u> | <u>4,418</u> | <u>2,183</u> | <u>45</u> | <u>4,800</u> | <u>4,800</u> |
| Printing | 62 | 902 | 43 | 9 | 500 | 500 |
| Dues & Memberships | 195 | 540 | 405 | 116 | 350 | 750 |
| <i>Other Operating Expenditures</i> | <u>257</u> | <u>1,442</u> | <u>448</u> | <u>53</u> | <u>850</u> | <u>1,250</u> |
| Office Machinery & Equipment | - | 19,027 | (196) | - | - | - |
| <i>Capital Outlay</i> | <u>-</u> | <u>19,027</u> | <u>(196)</u> | <u>-</u> | <u>-</u> | <u>-</u> |
| Total Purchasing | <u>260,114</u> | <u>301,673</u> | <u>143,677</u> | <u>48</u> | <u>302,439</u> | <u>330,240</u> |

Equipment Maintenance Division

The equipment maintenance division serves to recognize all major maintenance contracts for various equipment throughout the City.

EXPENDITURE SUMMARY

| | Actual <u>05/06</u> | Actual <u>06/07</u> | Budget <u>07/08</u> | Budget <u>08/09</u> |
|------------------------|------------------------|------------------------|------------------------|------------------------|
| Operating expenditures | \$ 126,511 | \$ 154,820 | \$ 162,500 | \$ 175,000 |
| Total | <u>\$ 126,511</u> | <u>\$ 154,820</u> | <u>\$ 162,500</u> | <u>\$ 175,000</u> |

**GENERAL FUND
EXPENDITURES BY OBJECT**

| MANAGEMENT & BUDGET Equipment Maintenance Division | 2005-06 Actual | 2006-07 Actual | 2007-08 Y-T-D Actual (Thru 3/31/08) | 2007-08 Y-T-D %age | 2007-08 Original Budget | 2008-09 Adopted Budget |
|---|-------------------------|-------------------------|--|--------------------------|-------------------------------|------------------------------|
| <u>Account Description</u> | | | | | | |
| Serv to Maintain Office Equip | 30,926 | 31,796 | 15,274 | 38 | 40,000 | 40,000 |
| Serv to Maintain Equip | 91,369 | 121,157 | 46,591 | 41 | 112,500 | 125,000 |
| <i>Repair and Maint Services</i> | <u>122,295</u> | <u>152,953</u> | <u>61,865</u> | <u>41</u> | <u>152,500</u> | <u>165,000</u> |
| Mat'l to Maintain Equip | 4,216 | 1,867 | 1,806 | 18 | 10,000 | 10,000 |
| <i>Materials and Supplies</i> | <u>4,216</u> | <u>1,867</u> | <u>1,806</u> | <u>18</u> | <u>10,000</u> | <u>10,000</u> |
| Total Equipment Maintenance | <u>126,511</u> | <u>154,820</u> | <u>63,671</u> | <u>59</u> | <u>162,500</u> | <u>175,000</u> |
| TOTAL MGMT AND BUDGET | <u>2,121,101</u> | <u>2,411,211</u> | <u>1,249,296</u> | <u>46</u> | <u>2,718,464</u> | <u>3,011,090</u> |

Human Resources

DEPARTMENT DESCRIPTION

The main focus of the Human Resources Department is to provide support, and promote continuity and cooperation among the City's various departments and its employees. As a consequence, the administration of personnel related issues are conducted by this department. The Human Resources Department is headed by a director, who is assisted by two Human Resources Generalists. This cohesive group is charged with managing, developing, establishing, and implementing programs and activities for the good of all City employees. In doing so, the department complies with the mandate to meet objectives in recruitment, selection, training and development, compensation and retention of a skilled and diversified workforce in compliance with established policies and procedures, federal, state, and local laws which govern all employment activities.

In the past, when environmental pressures were less complex than today, human resources departments were primarily required to have functional expertise. In other words, human resources departments were primarily responsible to develop new practices and programs, and to respond to employee needs. As the business environment becomes increasingly complex, so does the role of human resources. Organizations today are confronted by unprecedented pressures for change which include: increasingly global markets, shifting workforce demographics, a bottom-line orientation, and fast-paced technological change. These pressures act upon the business environment and force organizations to compete. Therefore, every human resources department today is expected to work with other functional executives to change/blend organizational culture and values; attract, retain, and motivate quality people; and train, retrain, and develop employees.

Why include human resources perspectives in the organization's business strategies? The answer is simple. Human resources perspectives offer added value to the organization. The human resources department can assist you with the educational aspect of understanding your own workforce implications and the market/customer implications. This means you understand the changing nature of the workforce trends and the changing nature of society. There are a myriad of functions and action items that are addressed by our Human Resources Department on an ongoing basis to include: the administration of group insurance programs; the administration of unemployment compensation claims and appeals; the administration of the Employee Assistance Program; the administration of employee benefit programs; employee record management; pay and classification studies; liaison to the civil service board; union contract negotiations and administration; grievance hearings; the administration of the City's Affirmative Action Plan, the Americans with Disabilities Act (ADA); the Equal Employment Opportunity Act; the Veterans Preference Act, the Immigration Act, and the Family Medical Leave Act. The linkage of human resources strategies and programs are tied to this organization's vision, mission, strategies and business objectives.

As the Human Resources Department continues to be responsive to the needs of this organization, the aim is to assist in the delivery of the City's goals and milestones. One of the department's biggest challenges is to set priorities and clarify how we can best help the organization. A key priority is be involved foremost with projects that will impact the organization for years to come. It is therefore important to make certain the department's direction, mission, and each person's role is aligned with the City's vision, mission, and values. The road to success is going to lie in forming a partnership with all City departments and offices so that we can jointly agree on what the priority HR needs are and what will be required to meet these needs successfully.

Human Resources (continued)

DEPARTMENT GOALS:

- Enhance the City's employment process
- Effectively communicate employee information
- Develop an employee compensation rationale
- Benchmark the "Best Practices"
- Provide summer employment to disadvantaged area youth
- Reduce lawsuit liability to the City of Deerfield Beach
- Support City health and fitness programs
- Monitor the use of the City's Performance Review System
- Monitor the use of fair and equitable interview process
- Improve employee training, development, morale and performance

OBJECTIVES

⇒ **What are the City's most important issues as they relate to human resources?**

- ❑ Ensure that the City recruits, hires, and retains the best possible candidates.
- ❑ Provide superior training and development for all employees.
- ❑ Support Wellness as an important component of employee activities.

⇒ **What knowledge, skills, attributes and values will employees need in order for the organization to continue to succeed over the next five years?**

- ❑ Stay abreast of the current trends, technological changes, and legislation as they apply to each specific job.
- ❑ Learn new skills as equipment and processes in the workplace become more sophisticated.
- ❑ Invest and encourage the workforce to become more literate and accept change in a positive way.
- ❑ Encourage customer service as the #1 priority.

⇒ **In what areas have departments seized the opportunity to improve employee skills and knowledge required, and where are there gaps?**

Departments have excelled in a number of areas such as the following:

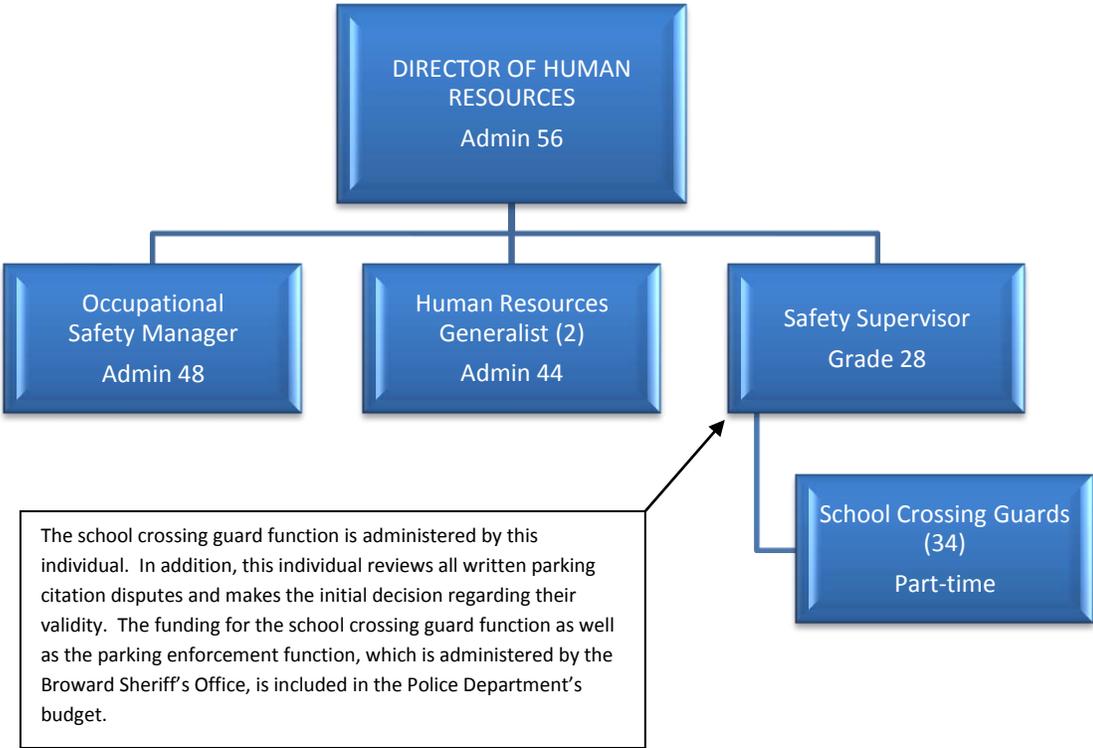
- ❑ Effective recruitment, hiring, and retention of professional and line staff.
- ❑ Customer service.
- ❑ Recreation programming
- ❑ Technical expertise and dedication.
- ❑ Fund raising.

Departments have continued to work on a number of the problem areas and have taken a variety of steps to improve them through training and other methods.

⇒ **The Human Resources Department can have the most impact in the following areas:**

- ❑ Employment – Continue to work with departments to recruit and hire a diversity of applicants.
- ❑ Training and Development - Introduce new seminars for employee training and development.
- ❑ Management Training
- ❑ Supervisory Training
- ❑ Employee Training
- ❑ Computer Training
- ❑ Customer Service Training

Department of Human Resources Organization Chart





**DEPARTMENT:
HUMAN RESOURCES**

DEPARTMENT/DIVISION GOALS,
OBJECTIVES, & MEASUREMENTS –
FY2009



**CITY GOAL#3
SUPERIOR CUSTOMER SERVICE**

| DEPARTMENT GOALS | DEPARTMENT OBJECTIVES | DEPARTMENT MEASUREMENTS | FY 07 (actual) | FY 08 (estimate) | FY 09 (budget) |
|----------------------------------|--|--|----------------|------------------|----------------|
| Enhance the Employment Process | Recruit, hire, compensate, and retain a skilled and diversified workforce in compliance with established policies and procedures during FY 2007-08 | - total # of applications received & processed | 973 | 1,425 | 1,425 |
| | | - total # of applicants qualified for positions | 199 | 198 | 198 |
| | | - total # of female applicants | 539 | 940 | 940 |
| | | - total # of minority applicants | 479 | 425 | 425 |
| | | - total # of offers extended and accepted | 78 | 80 | 80 |
| | | - total # of offers extended and accepted by female applicants | 34 | 32 | 32 |
| | | - total # of offers extended and accepted by minority applicants | 40 | 54 | 54 |
| | | - % turnover rate | 6.5% | 4.5% | 4.5% |
| Communicate Employee Information | - Better inform all City employees on benefits and the organization at least twice a year | # of employee information mailings: Open Enrollment Brochure, Health Insurance Announcements, EAP Bulletins, ICMA Bulletins, Credit Union Bulletins, Mammogram Notices, Sick Leave Pool Policy, Civil Service Board Election & Misc. Info. | 22 | 24 | 24 |

CITY GOAL#3
SUPERIOR CUSTOMER
SERVICE

DEPARTMENT:
HUMAN RESOURCES

| DEPARTMENT GOALS | DEPARTMENT OBJECTIVES | DEPARTMENT MEASUREMENTS | FY 07 (actual) | FY 08 (estimate) | FY 09 (budget) |
|--|--|--|-------------------------|--------------------------|--------------------------|
| Provide Safety Program Administration | Meet 100% for all departmental program requirements such as conducting Safety training | - # of meetings conducted for the following departments: - Fire/Rescue - Parks and Recreation - Public Works and Environment Services - Senior Services - Planning & Growth | 1 10 56 8 4 | 12 21 64 8 4 | 12 21 64 8 4 |
| Provide Comprehensive Reporting for Vehicular Accidents and Injuries | Produce Quarterly Report for Vehicular Accidents and personal injuries | - # of vehicular Accidents - # of injuries | 76 106 | 63 123 | 63 123 |
| Provide Safety research and analysis of workplace audits | Verify audit conformance | - # of audits conducted - # of improvements implemented -# of training modules implemented | 4 7 15 | 4 8 7 | 4 8 7 |
| Maintain Safety standards and compliance | Conduct Safety orientation for new employees | - # of new orientation presentations conducted | 17 | 15 | 15 |
| | Conduct vehicular and injury investigations | - # of completed investigation reports submitted - # of special projects implemented | 105 2 | 80 3 | 80 3 |
| | Serve as HR Representative at EOC during anticipated or current disaster | - # of meetings attended | 2 | 4 | 4 |

CITY GOAL#4
ENCOURAGE CLOSE RELATIONSHIP
BETWEEN PUBLIC & PRIVATE SECTORS

| DEPARTMENT GOALS | DEPARTMENT OBJECTIVES | DEPARTMENT MEASUREMENTS | FY 07 (actual) | FY 08 (estimate) | FY 09 (budget) |
|---|---|--|----------------|------------------|----------------|
| Provide Summer Employment to Disadvantaged Area Youth | Participate in the Broward County Human Service "Neighborhood Initiative" Program each year | - # of participants - % evaluation rating | 50 N/A | 50 N/A | 50 N/A |

CITY GOAL#4
ENCOURAGE CLOSE RELATIONSHIP
BETWEEN PUBLIC & PRIVATE SECTORS

DEPARTMENT:
HUMAN RESOURCES

| DEPARTMENT GOALS | DEPARTMENT OBJECTIVES | DEPARTMENT MEASUREMENTS | FY 07 (actual) | FY 08 (estimate) | FY 09 (budget) |
|--|--|---------------------------------------|----------------|------------------|----------------|
| Partner with Private Sector to Improve Safe Driving Behavior | Participate in the Driver's Alert Program with the Rotary Club | - # of City vehicles participating | 68 | 244 | 244 |
| | | - # of calls received from the public | 8 | 26 | 26 |

CITY GOAL#6
FINANCIAL HEALTH OF THE CITY

| DEPARTMENT GOALS | DEPARTMENT OBJECTIVES | DEPARTMENT MEASUREMENTS | FY 07 (actual) | FY 08 (estimate) | FY 09 (budget) |
|--------------------------------------|---|---|----------------|------------------|----------------|
| Reduce Lawsuit Liability to the City | Provide fair and just investigations of employee issues that are conducive to productivity in the workplace | - # of employee grievances | 4 | 6 | 6 |
| | | - # of EEOC discrimination charges | 1 | 2 | 2 |
| | | - \$ amount of Unemployment Compensation paid | \$4,445 | \$6,710 | \$6,710 |
| | Continuous update of job descriptions in FY 06-07 on as needed basis | - # of job descriptions rewritten | 6 | 9 | 9 |

CITY GOAL#7
SAFE & HEALTHY ENVIRONMENT

| DEPARTMENT GOALS | DEPARTMENT OBJECTIVES | DEPARTMENT MEASUREMENTS | FY 07 (actual) | FY 08 (estimate) | FY 09 (budget) |
|--|--|---|----------------|------------------|----------------|
| Support Employee Wellness and Fitness Programs | Monitor and reduce sick leave utilization rate in FY 07-08 | - # of employees receiving mammograms | 11 | 12 | 12 |
| | | - Average sick leave utilization rate for firefighters (24 hour work day) | 37.16 | 44.42 | 44.42 |
| | | - Average sick leave utilization rate for other employees | 37.04 | 41.90 | 41.90 |

CITY GOAL#8
EMPLOYEE DEVELOPMENT & SATISFACTION

DEPARTMENT:
HUMAN RESOURCES

| DEPARTMENT GOALS | DEPARTMENT OBJECTIVES | DEPARTMENT MEASUREMENTS | FY 07 (actual) | FY 08 (estimate) | FY 09 (budget) |
|---|--|---|-------------------------|-------------------------|-------------------------|
| Improve Employee Training and Development in a Variety of Areas | Create at least two specific training modules for Managers and Supervisors each year | - # of training sessions held: - # of participants: Preparing Performance Evals Ethical/Professional Behavior Substance Abuse Prevention Maximum Impact Simulcast Legal Issues for Manager Communication/Conflict Res./ Decision Making/Supv. Role Legal Issues for Managers | 11 244 | 6 150 | 6 200 |
| Improve Employee Morale and Performance | Create at least two specific modules for employees each year | - # of training sessions held: -# of participants Computer Training Customer Service Harassment Prevention Substance Abuse Prevention Fish n' Pickles Customer Service | 44 927 | 31 495 | 31 495 |
| | Plan and execute City-wide activities | - # of new employees orientated (*all figures include 50 summer youth new hires) - # of City employee events executed - # of participants attending events | 134 1 322 | 166 1 350 | 166 1 350 |

Human Resources (continued)

PERSONNEL SUMMARY

| <u>Grade</u> | <u>Position/Title</u> | <u>06/07</u> | <u>07/08</u> | <u>08/09</u> |
|--------------|-----------------------------|--------------|--------------|--------------|
| 56 | Director of Human Resources | 1 | 1 | 1 |
| 48 | Occupational Safety Manager | 1 | 1 | 1 |
| 44 | Human Resources Generalist | <u>2</u> | <u>2</u> | <u>2</u> |
| | Total | <u>4</u> | <u>4</u> | <u>4</u> |

EXPENDITURE SUMMARY

| | <u>Actual</u> <u>05/06</u> | <u>Actual</u> <u>06/07</u> | <u>Budget</u> <u>07/08</u> | <u>Budget</u> <u>08/09</u> |
|------------------------|-------------------------------|-------------------------------|-------------------------------|-------------------------------|
| Personal services | \$ 363,826 | \$ 392,110 | \$ 441,270 | \$ 465,130 |
| Operating expenditures | 135,746 | 128,426 | 78,145 | 78,629 |
| Capital outlay | 3,870 | 15,636 | - | - |
| Total | <u>\$ 503,442</u> | <u>\$ 536,172</u> | <u>\$ 519,415</u> | <u>\$ 543,759</u> |

**GENERAL FUND
EXPENDITURES BY OBJECT**

| HUMAN RESOURCES | 2007-08 | | | | | |
|-------------------------------------|-----------------------|-----------------------|--|-----------------------------------|--|---------------------------------------|
| | 2005-06 | 2006-07 | Y-T-D Actual (Thru 3/31/08) | 2007-08 Y-T-D %age | 2007-08 Original Budget | 2008-09 Adopted Budget |
| <u>Account Description</u> | <u>Actual</u> | <u>Actual</u> | <u>Actual</u> | <u>%age</u> | <u>Budget</u> | <u>Budget</u> |
| Regular Salary | 310,016 | 333,801 | 172,446 | 47 | 368,115 | 387,005 |
| Overtime | 741 | - | - | - | - | - |
| Longevity | 6,385 | 6,731 | 3,818 | 31 | 12,140 | 13,865 |
| Sick Leave Conversion Pay | - | 970 | - | - | 1,000 | 1,000 |
| <i>Salaries & Wages</i> | <u>317,142</u> | <u>341,502</u> | <u>176,264</u> | <u>46</u> | <u>381,255</u> | <u>401,870</u> |
| FICA | 21,332 | 23,288 | 11,263 | 39 | 29,170 | 30,750 |
| <i>Payroll Taxes</i> | <u>21,332</u> | <u>23,288</u> | <u>11,263</u> | <u>39</u> | <u>29,170</u> | <u>30,750</u> |
| ICMA Pension Plan | 25,352 | 27,320 | 14,101 | 46 | 30,845 | 32,510 |
| <i>Pension Contributions</i> | <u>25,352</u> | <u>27,320</u> | <u>14,101</u> | <u>46</u> | <u>30,845</u> | <u>32,510</u> |
| Programming/Software | 161 | - | - | - | - | - |
| Medical Services | 12,544 | 10,287 | 4,350 | 29 | 15,000 | 15,000 |
| Employee Assistance | 14,287 | 15,306 | 11,734 | 73 | 16,145 | 16,629 |
| <i>Professional Services</i> | <u>26,992</u> | <u>25,593</u> | <u>16,084</u> | <u>52</u> | <u>31,145</u> | <u>31,629</u> |
| Service to Maintain Building | 2,917 | - | - | - | - | - |
| <i>Repair and Maint. Services</i> | <u>2,917</u> | <u>-</u> | <u>-</u> | <u>-</u> | <u>-</u> | <u>-</u> |
| Recruiting | - | 3,641 | - | - | 500 | 500 |
| Other Contractual Services | 1,409 | - | 8,525 | - | - | - |
| <i>Other Contractual Services</i> | <u>1,409</u> | <u>3,641</u> | <u>8,525</u> | <u>1,705</u> | <u>500</u> | <u>500</u> |
| Office Supplies | 2,256 | 5,112 | 985 | 66 | 1,500 | 1,500 |
| Professional Publications | 18 | - | (18) | - | - | - |
| Minor Equip, Tools & Hdwe | 5,098 | 3,709 | - | - | - | - |
| <i>Materials and Supplies</i> | <u>7,372</u> | <u>8,821</u> | <u>967</u> | <u>64</u> | <u>1,500</u> | <u>1,500</u> |
| Printing | 1,739 | 3,664 | 945 | 95 | 1,000 | 1,000 |
| Personnel Testing | 36,455 | 29,648 | 2,510 | 21 | 12,000 | 12,000 |
| Employee Training | 33,554 | 36,516 | 1,495 | 7 | 21,500 | 21,500 |
| Employee Recognition | 1,000 | - | - | - | - | - |
| Tuition Reimbursement | 5,418 | 5,259 | - | - | - | - |
| Advertising | 12,447 | 12,878 | 1,175 | 12 | 10,000 | 10,000 |
| Holiday Festivities | 6,068 | 1,800 | - | - | - | - |
| Dues & Memberships | 375 | 606 | 410 | 82 | 500 | 500 |
| <i>Other Operating Expenditures</i> | <u>97,056</u> | <u>90,371</u> | <u>6,535</u> | <u>15</u> | <u>45,000</u> | <u>45,000</u> |
| Automotive Equipment | - | 15,636 | - | - | - | - |
| Office Machinery & Equipment | 3,870 | - | - | - | - | - |
| <i>Capital Outlay</i> | <u>3,870</u> | <u>15,636</u> | <u>-</u> | <u>-</u> | <u>-</u> | <u>-</u> |
| TOTAL HUMAN RESOURCES | <u>503,442</u> | <u>536,172</u> | <u>233,739</u> | <u>45</u> | <u>519,415</u> | <u>543,759</u> |

Planning and Growth Management

Planning
Economic Development
Community Development
Building

DEPARTMENT DESCRIPTION

The Department of Planning & Growth Management is responsible for the administration of the City's land and development planning. Activities include neighborhood, project and comprehensive planning, growth management, community and economic development and G.I.S. program development and implementation. The department also administers the Community Development Block Grant (CDBG) and the State Housing Initiative Partnership (SHIP) programs, prepares state and federal grant applications and provides technical support to the public, city staff, Commission, administration and various boards. All work is done to assist the City in achieving goals and objectives set forth by the City of Deerfield Beach Comprehensive Plan.

DEPARTMENT GOALS

- Aggressively support neighborhood redevelopment and proactively promote economic development throughout the City of Deerfield Beach
- Continue to Oversee the site plan review process
- Revise the City's Comprehensive Plan elements in accordance with State legislative mandates
- Constantly seek ways to develop/redevelop the City in a cost effective manner
- Encourage employee training and development

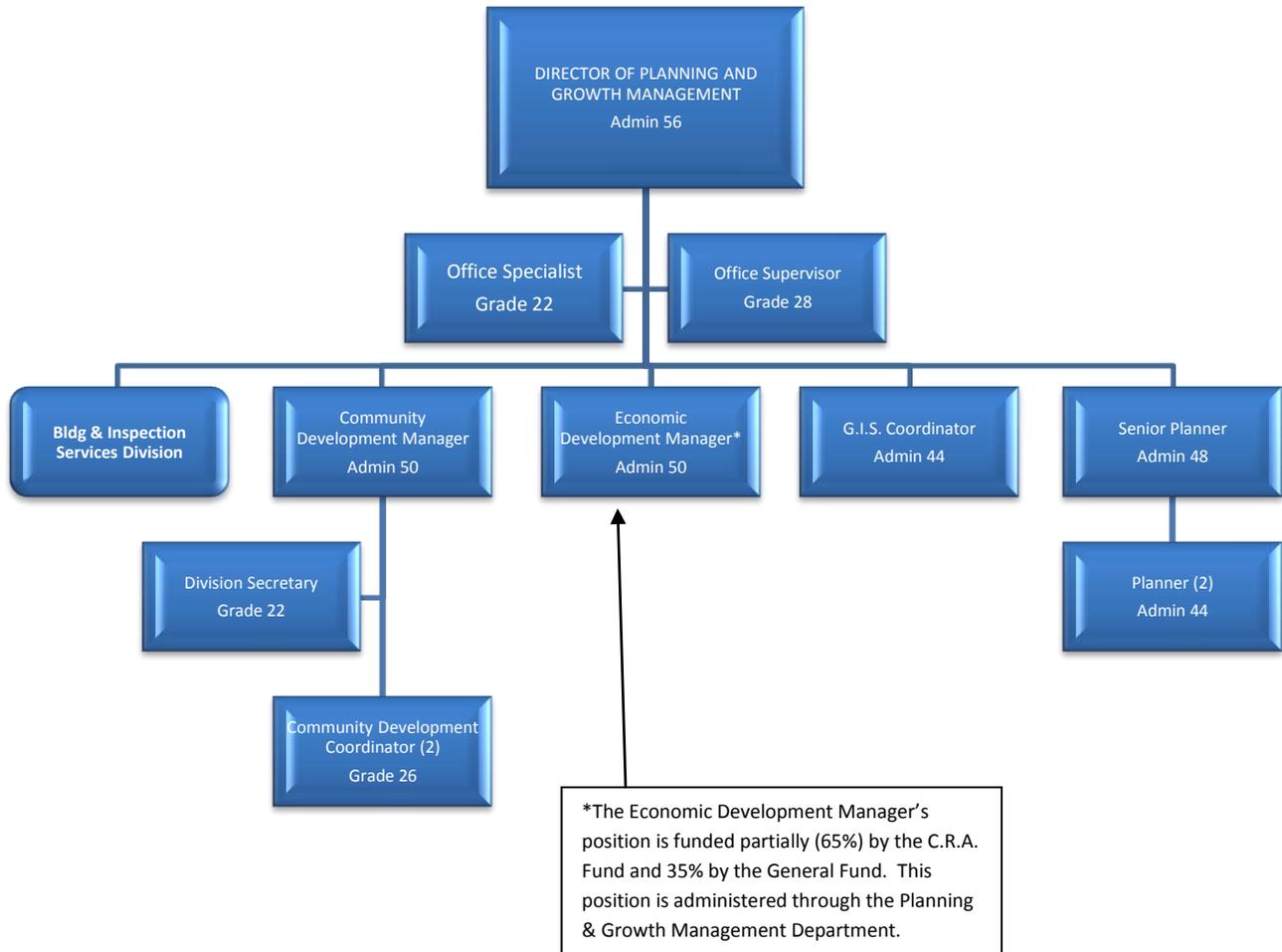
Planning Division

The Planning Division consists of four areas of responsibility: planning, zoning, development and G.I.S. The planning area provides neighborhood redevelopment, special project and comprehensive planning services to the City. This involves preparation of policies, programs, and outlines for guiding physical and economic development.

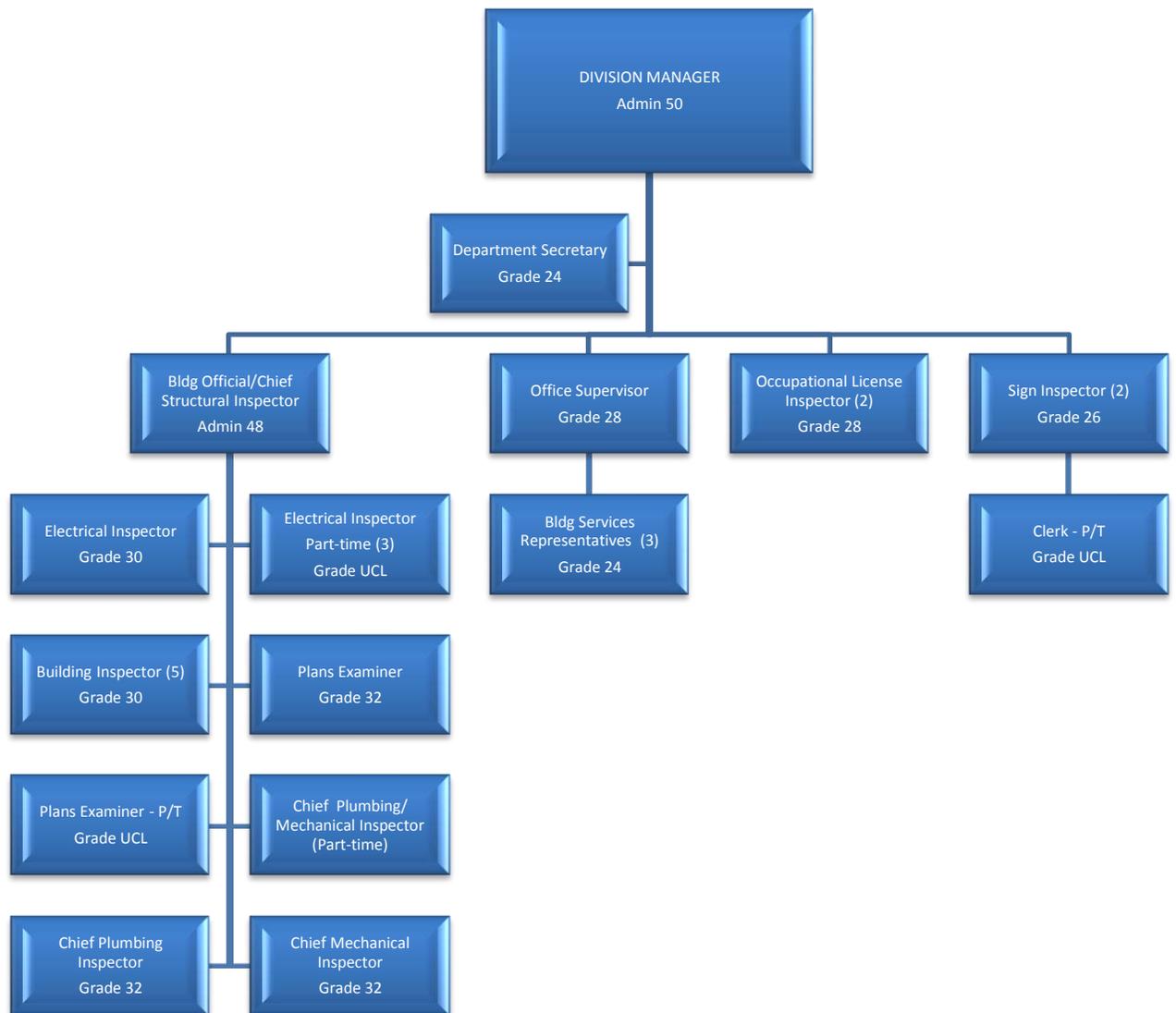
The zoning function provides development plan review and screening, counsels citizens and businesses on zoning rules and regulations, researches and issues various development permits, and provides staff support to the Board of Adjustment, Planning & Zoning Board and Community Appearance Board.

The development function focuses on city-wide neighborhood and economic development. Neighborhood development will administer various community development programs, serve as liaison with neighborhood groups and private organizations on issues and activities that impact development and preservation of housing and neighborhoods, and provide staff support to redevelopment advisory boards and agencies created by the City Commission. Economic development will be responsible for assisting business growth within the City. The general purpose of economic development/redevelopment programs is to strengthen the City's tax base.

Planning & Growth Management Department Organization Chart



Planning & Growth Management Department Building & Inspection Services Division Organization Chart



DEPARTMENT: PLANNING & GROWTH MANAGEMENT



DEPARTMENT/DIVISION GOALS, OBJECTIVES, & MEASUREMENTS – FY2009



**CITY GOAL#2
VITALITY / REVITALIZATION OF BUSINESS & NEIGHBORHOODS**

| DEPARTMENT GOALS | DEPARTMENT OBJECTIVES | DEPARTMENT MEASUREMENTS | FY 07 (actual) | FY 08 (estimate) | FY 09 (budget) |
|--|---|-----------------------------|----------------|------------------|----------------|
| Support Neighborhood Redevelopment. | - Prepare the Annual CDBG Action Plan | - % of task completed | 100% | 100% | 100% |
| Revise the City's Comprehensive Plan Elements in Accordance with State Legislative Mandates, and as needed to address changes in the community (City). | -Update/revise the Land Development Code as needed to address changes in legislation and in the Comprehensive Plan. | - % of task completed | 100% | 100% | 100% |
| | - Prepare School Facilities Element per State mandate | - % age of task completed | 50% | 100% | N/A |
| | - Continue to review and process land use amendments | - # of amendments Processed | 10 | 5 | 5 |

**CITY GOAL#3
SUPERIOR CUSTOMER SERVICE**

| DEPARTMENT GOALS | DEPARTMENT OBJECTIVES | DEPARTMENT MEASUREMENTS | FY 07 (actual) | FY 08 (estimate) | FY 09 (budget) |
|---|--|---------------------------------|----------------|------------------|----------------|
| Continue to Oversee the Site Plan Review Process | - Review all Site Plans for development within the City to ensure quality and code compliance development within the City | - # of Development Plans | 91 | 65 | 75 |
| | | - # of Site Plan Permit Reviews | 1725 | 1500 | 1600 |
| Continue to Develop and Expand the Scope of the Geographic Information System (GIS) | - Continue inputting City streets, addresses, and property data - Continue to provide project specific services to other City Departments | - % age of task completed | 100% | 100% | 100% |
| | | - # of projects completed | 45 | 50 | 60 |

**CITY GOAL#3
SUPERIOR CUSTOMER SERVICE**

**DEPARTMENT: PLANNING &
GROWTH MANAGEMENT**

| DEPARTMENT GOALS | DEPARTMENT OBJECTIVES | DEPARTMENT MEASUREMENTS | FY 07 (actual) | FY 08 (estimate) | FY 09 (budget) |
|--|--|---|----------------------------|----------------------------|----------------------------|
| Provide Quality Building Permit Services | - To review and issue permits on commercial and residential building plans in professional and timely manner | - # building permits issued - \$ amount of value of construction permitted within City - \$ amount of City permit revenue | 9,028 \$142m \$2.07m | 7,614 \$155m \$1.79m | 8,000 \$163m \$1.88m |

**CITY GOAL#6
FINANCIAL HEALTH OF THE CITY**

| DEPARTMENT GOALS | DEPARTMENT OBJECTIVES | DEPARTMENT MEASUREMENTS | FY 07 (actual) | FY 08 (estimate) | FY 09 (budget) |
|--|--|--|----------------|------------------|----------------|
| Constantly Seek Ways to Develop/ Redevelop the City in a Cost Effective Manner | - Continue to aggressively seek grant funding for citywide planning, development, and operational projects | - # of grants obtained - \$ amount of grant funding secured/ Administered | 5 \$2.18M | 5 \$1.99M | 5 \$1.58M |

**CITY GOAL#8
EMPLOYEE DEVELOPMENT & SATISFACTION**

| DEPARTMENT GOALS | DEPARTMENT OBJECTIVES | DEPARTMENT MEASUREMENTS | FY 07 (actual) | FY 08 (estimate) | FY 09 (budget) |
|---|---|---|----------------|------------------|----------------|
| Encourage Employee Development and Training | - Meet with staff every week - Provide appropriate developmental training for all Department employees | - # of staff meetings - # of department Employees receiving training | 52 38 | 52 38 | 52 38 |

Planning Division (Continued)

PERSONNEL SUMMARY

| <u>Grade</u> | <u>Position/Title</u> | <u>06/07</u> | <u>07/08</u> | <u>08/09</u> |
|--------------|--------------------------------------|--------------|--------------|--------------|
| 56 | Director of Planning and Growth Mgmt | 1 | 1 | 1 |
| 50 | Economic Development Manager | 1 | 1 | 1 |
| 48 | Senior Planner | 1 | 1 | 1 |
| 44 | Planner | 2 | 2 | 2 |
| 44 | G.I.S. Coordinator | 1 | 1 | 1 |
| 28 | Office Supervisor | 1 | 1 | 1 |
| 20 | Office Specialist | <u>1</u> | <u>1</u> | <u>1</u> |
| | Total | <u>8</u> | <u>8</u> | <u>8</u> |

EXPENDITURE SUMMARY

| | <u>Actual</u> <u>05/06</u> | <u>Actual</u> <u>06/07</u> | <u>Budget</u> <u>07/08</u> | <u>Budget</u> <u>08/09</u> |
|------------------------|-------------------------------|-------------------------------|-------------------------------|-------------------------------|
| Personal services | \$ 528,701 | \$ 544,802 | \$ 607,364 | \$ 669,725 |
| Operating expenditures | 86,105 | 24,398 | 16,952 | 17,020 |
| Capital Outlay | - | 9,167 | - | - |
| Total | <u>\$ 614,806</u> | <u>\$ 578,367</u> | <u>\$ 624,316</u> | <u>\$ 686,745</u> |

**GENERAL FUND
EXPENDITURES BY OBJECT**

| PLANNING & GROWTH MGMT Planning Division | 2007-08 | | | | | |
|--|--------------------------|--------------------------|--|--------------------------|-------------------------------|------------------------------|
| | 2005-06 <u>Actual</u> | 2006-07 <u>Actual</u> | 2007-08 Y-T-D Actual (Thru 3/31/08) | 2007-08 Y-T-D %age | 2007-08 Original Budget | 2008-09 Adopted Budget |
| <u>Account Description</u> | | | | | | |
| Regular Salary | 437,667 | 445,236 | 209,826 | 43 | 491,930 | 551,310 |
| Longevity | 12,203 | 16,981 | 8,480 | 43 | 19,775 | 18,565 |
| Automobile Allowance | 1,851 | 2,003 | - | - | 2,100 | - |
| Sick Leave Conversion Pay | 8,086 | 9,777 | 5,828 | 53 | 11,000 | 11,000 |
| <i>Salaries & Wages</i> | <u>459,807</u> | <u>473,997</u> | <u>224,134</u> | 43 | <u>524,805</u> | <u>580,875</u> |
| FICA | 32,110 | 32,885 | 14,716 | 37 | 40,021 | 44,475 |
| <i>Payroll Taxes</i> | <u>32,110</u> | <u>32,885</u> | <u>14,716</u> | 37 | <u>40,021</u> | <u>44,475</u> |
| ICMA Pension Plan | 36,784 | 37,920 | 17,931 | 42 | 42,538 | 44,375 |
| <i>Pension Contributions</i> | <u>36,784</u> | <u>37,920</u> | <u>17,931</u> | 42 | <u>42,538</u> | <u>44,375</u> |
| Programming/Software | 1,600 | 8,550 | - | - | 3,100 | 3,100 |
| <i>Professional Services</i> | <u>1,600</u> | <u>8,550</u> | - | - | <u>3,100</u> | <u>3,100</u> |
| Other Contractual Services | 69,483 | 3,099 | 527 | 11 | 4,800 | 4,800 |
| <i>Other Contractual Services</i> | <u>69,483</u> | <u>3,099</u> | <u>527</u> | 11 | <u>4,800</u> | <u>4,800</u> |
| Pager Rental | - | 11 | - | - | - | - |
| <i>Communication Services</i> | <u>-</u> | <u>11</u> | <u>-</u> | - | <u>-</u> | <u>-</u> |
| Clothing Allowance | 318 | 213 | 162 | - | - | - |
| Office Supplies | 2,391 | 5,312 | 574 | 23 | 2,500 | 2,500 |
| GIS Supplies | 561 | 988 | 19 | 5 | 400 | 400 |
| Professional Publications | 447 | 530 | 123 | 123 | 100 | 100 |
| Minor Equip, Tools & Hdwe | 5,684 | - | - | - | - | - |
| Research/Data Materials | 261 | - | - | - | - | - |
| <i>Materials and Supplies</i> | <u>9,662</u> | <u>7,043</u> | <u>878</u> | 29 | <u>3,000</u> | <u>3,000</u> |
| Copier Lease | 3,051 | 2,834 | 1,717 | 56 | 3,052 | 3,120 |
| <i>Rentals and Leases</i> | <u>3,051</u> | <u>2,834</u> | <u>1,717</u> | 56 | <u>3,052</u> | <u>3,120</u> |
| Printing | 182 | - | - | - | - | - |
| Dues & Memberships | 2,127 | 2,508 | 1,659 | 55 | 3,000 | 3,000 |
| <i>Other Operating Expenditures</i> | <u>2,309</u> | <u>2,508</u> | <u>1,659</u> | 55 | <u>3,000</u> | <u>3,000</u> |
| Office Machinery & Equipment | - | 9,520 | - | - | - | - |
| <i>Capital Outlay</i> | <u>-</u> | <u>9,520</u> | <u>-</u> | - | <u>-</u> | <u>-</u> |
| Total Planning | <u>614,806</u> | <u>578,367</u> | <u>261,562</u> | <u>42</u> | <u>624,316</u> | <u>686,745</u> |

Community Development Division

The Community Development Division is responsible for all phases of the grants process, including the preparation of state and federal grants, administering grant programs, and providing information to City officials and the citizens of Deerfield Beach.

The Community Development Division staff acts as project manager to implement and monitor the projects and organizations receiving grant funds from the City. We hold forums with our business partners, present workshops on home-buying and finances, send students to vocational school, and assist public service organizations in helping our youth.

Currently, the grants administered by this division include the following:

- **Community Development Block Grants (CBDG).** This program, designed to assist lower income citizens, offers a variety of programs, including Youth and Family Counseling, Infrastructure and Commercial Rehabilitation, and Economic Development activities.
- **State Housing Initiative Partnership Program (SHIP)** offers low to moderate income citizens assistance in the purchase or repair of a home in the form of a five-year, no interest allocation. The loan is forgiven if the applicant occupies the home for five years from the date the allocation is secured.
- **Local Law Enforcement Block Grants (LLEBG)** funds are used to assist at-risk youth through a program of mentoring, job shadowing, and skills training programs.

PERSONNEL SUMMARY

| <u>Grade</u> | <u>Position/Title</u> | <u>06/07</u> | <u>07/08</u> | <u>08/09</u> |
|--------------|-------------------------------|--------------|--------------|--------------|
| 48 | Grants Administrator | 1 | 1 | 1 |
| 26 | Comm. Development Coordinator | 2 | 2 | 2 |
| 22 | Division Secretary | <u>1</u> | <u>1</u> | <u>1</u> |
| | Total | <u>4</u> | <u>4</u> | <u>4</u> |

EXPENDITURE SUMMARY

| | <u>Actual</u> <u>05/06</u> | <u>Actual</u> <u>06/07</u> | <u>Budget</u> <u>07/08</u> | <u>Budget</u> <u>08/09</u> |
|------------------------|-------------------------------|-------------------------------|-------------------------------|-------------------------------|
| Personal services | \$ 165,573 | \$ 215,028 | \$ 240,765 | \$ 252,230 |
| Operating expenditures | <u>31,693</u> | <u>27,710</u> | <u>28,200</u> | <u>27,000</u> |
| Total | <u>\$ 197,266</u> | <u>\$ 242,738</u> | <u>\$ 268,965</u> | <u>\$ 279,230</u> |

**GENERAL FUND
EXPENDITURES BY OBJECT**

| PLANNING & GROWTH MGMT Community Development Division | 2007-08 | | | | | |
|--|-------------------|-------------------|-----------------------------------|--------------------------|-------------------------------|------------------------------|
| | 2005-06 Actual | 2006-07 Actual | Y-T-D Actual (Thru 3/31/08) | 2007-08 Y-T-D %age | 2007-08 Original Budget | 2008-09 Adopted Budget |
| <u>Account Description</u> | | | | | | |
| Regular Salary | 138,071 | 180,058 | 64,263 | 32 | 202,680 | 212,860 |
| Longevity | - | 135 | 473 | 49 | 970 | 1,115 |
| Automobile Allowance | 4,615 | 4,600 | 81 | - | - | - |
| Sick Leave Conversion Pay | 964 | 1,651 | - | - | 4,000 | 4,000 |
| <i>Salaries & Wages</i> | <u>143,650</u> | <u>186,444</u> | <u>64,817</u> | <u>31</u> | <u>207,650</u> | <u>217,975</u> |
| FICA | 10,431 | 13,669 | 4,818 | 30 | 15,900 | 16,690 |
| <i>Payroll Taxes</i> | <u>10,431</u> | <u>13,669</u> | <u>4,818</u> | <u>30</u> | <u>15,900</u> | <u>16,690</u> |
| ICMA Pension Plan | 11,492 | 14,915 | 5,185 | 30 | 17,215 | 17,565 |
| <i>Pension Contributions</i> | <u>11,492</u> | <u>14,915</u> | <u>5,185</u> | <u>30</u> | <u>17,215</u> | <u>17,565</u> |
| Other Contractual Services | 1,301 | - | - | - | - | - |
| <i>Other Contractual Services</i> | <u>1,301</u> | <u>-</u> | <u>-</u> | <u>-</u> | <u>-</u> | <u>-</u> |
| Electric | 2,066 | 1,306 | - | - | - | - |
| <i>Utility Services</i> | <u>2,066</u> | <u>1,306</u> | <u>-</u> | <u>-</u> | <u>-</u> | <u>-</u> |
| Telephone and Telegraph | - | 63 | - | - | - | - |
| Pager Rental | 295 | 109 | - | - | - | - |
| <i>Communication Services</i> | <u>295</u> | <u>172</u> | <u>-</u> | <u>-</u> | <u>-</u> | <u>-</u> |
| Office Supplies | 4,165 | 3,512 | 1,562 | 58 | 2,700 | 2,700 |
| Minor Equip, Tools & Hdwe | 1,631 | - | - | - | - | - |
| <i>Materials and Supplies</i> | <u>5,796</u> | <u>3,512</u> | <u>1,562</u> | <u>58</u> | <u>2,700</u> | <u>2,700</u> |
| Rent of Building/Office | 21,600 | 21,600 | 9,000 | 39 | 22,800 | 21,600 |
| Copier Lease | 635 | 1,120 | 314 | 26 | 1,200 | 1,200 |
| <i>Rentals and Leases</i> | <u>22,235</u> | <u>22,720</u> | <u>9,314</u> | <u>39</u> | <u>24,000</u> | <u>22,800</u> |
| Advertising | - | - | - | - | 1,500 | 1,500 |
| <i>Other Operating Expenditures</i> | <u>-</u> | <u>-</u> | <u>-</u> | <u>-</u> | <u>1,500</u> | <u>1,500</u> |
| Total Grants Admin | <u>197,266</u> | <u>242,738</u> | <u>85,696</u> | <u>32</u> | <u>268,965</u> | <u>279,230</u> |

Building Division

The Building Division is responsible for enforcing codes and ordinances ensuring safe, sound and progressive development of commercial and residential properties. Renovation, remodeling and construction are all closely monitored, while code inspections are conducted systematically. The division complies with guidelines established by the Broward County Board of Rules & Appeals. The Building Division has three areas of responsibility: building, occupational licensing, and alarm permitting. The Building Division provides plan review, permits and periodic inspection services to most public and private construction as determined by the South Florida Building Code and other applicable laws. The Building Division is also responsible for the identification and removal of unsafe structure in conjunction with the Unsafe Structure Board.

The Occupational Licensing area issues businesses licenses to persons and companies locating or operating a business in Deerfield Beach. In addition, information and assistance is provided to businesses regarding requirements to conduct businesses in Deerfield Beach, as well as, periodic inspections of business locations. Occupational Licensing coordinates the departmental reviews of all new business applicants and issues annual renewals for existing businesses.

The Alarm Permitting area issues permits to residents and business operators who require alarms on their properties. The permitting system is designed to register current information about the building owner and to reduce false alarm calls received by the Broward County Sheriff's Office.

PERSONNEL SUMMARY

| <u>Grade</u> | <u>Position/Title</u> | <u>06/07</u> | <u>07/08</u> | <u>08/09</u> |
|--------------|--|------------------|------------------|------------------|
| 50 | Division Manager | 1 | 1 | 1 |
| 48 | Bldg Official/Chief Structural Inspector | 1 | 1 | 1 |
| 32 | Plans Examiner (1 part-time) | 2 | 2 | 2 |
| 32 | Chief Plumbing/Mechanical Inspector | 1 | 1 | 1 |
| 32 | Chief Plumbing Inspector | 0 | 0 | 1 |
| 32 | Chief Mechanical Inspector | 0 | 0 | 1 |
| 30 | Plumbing Inspector | 1 | 1 | 0 |
| 30 | Building Inspector | 5 | 5 | 5 |
| 30 | Electrical Inspector (3 part-time) | 4 | 4 | 4 |
| 30 | Mechanical Inspector | 1 | 1 | 0 |
| 26 | Sign Inspector | 2 | 2 | 2 |
| 26 | Occupational License Inspector | 2 | 2 | 2 |
| 28 | Office Supervisor | 1 | 1 | 1 |
| 24 | Department Secretary | 1 | 1 | 1 |
| 24 | Building Service Representative | 3 | 3 | 3 |
| UCL | Clerk (part-time) | <u>1</u> | <u>1</u> | <u>1</u> |
| | Total | <u>26</u> | <u>26</u> | <u>26</u> |

Building Division (Continued)

CAPITAL OUTLAY

| | |
|-----------------------|-----------|
| Utility vehicles (2)* | \$ 40,000 |
| Total | \$ 40,000 |

*Vehicles will be lease/purchased over a 3-year period. See debt service section.

EXPENDITURE SUMMARY

| | Actual <u>05/06</u> | Actual <u>06/07</u> | Budget <u>07/08</u> | Budget <u>08/09</u> |
|------------------------|------------------------|------------------------|------------------------|------------------------|
| Personal services | \$ 1,545,117 | \$ 1,730,249 | \$ 1,832,605 | \$ 2,023,935 |
| Operating expenditures | 66,217 | 65,359 | 57,800 | 61,500 |
| Capital outlay | - | - | 60,000 | 40,000 |
| Total | \$ 1,611,334 | \$ 1,795,608 | \$ 1,950,405 | \$ 2,125,435 |

**GENERAL FUND
EXPENDITURES BY OBJECT**

| PLANNING & GROWTH MGMT Building/Inspection Svcs Division | 2007-08 | | | | | |
|---|------------------|------------------|--------------------------|---------------|--------------------|-------------------|
| | 2005-06 | 2006-07 | Y-T-D | 2007-08 | 2007-08 | 2008-09 |
| | Actual | Actual | Actual (Thru 3/31/08) | Y-T-D %age | Original Budget | Adopted Budget |
| <u>Account Description</u> | | | | | | |
| Regular Salary | 1,159,833 | 1,335,471 | 723,886 | 49 | 1,489,640 | 1,649,505 |
| Overtime | 133,786 | 106,007 | 21,466 | 86 | 25,000 | 40,000 |
| Longevity | 25,458 | 28,774 | 16,397 | 46 | 36,005 | 41,850 |
| Basic Incentive | 6,265 | 6,586 | 3,425 | 48 | 7,200 | 7,620 |
| Sick Leave Conversion Pay | 13,235 | 17,792 | 26,237 | 131 | 20,000 | 25,000 |
| <i>Salaries & Wages</i> | <u>1,338,577</u> | <u>1,494,630</u> | <u>791,411</u> | <u>50</u> | <u>1,577,845</u> | <u>1,763,975</u> |
| FICA | 99,871 | 110,711 | 58,888 | 48 | 122,030 | 133,945 |
| <i>Payroll Taxes</i> | <u>99,871</u> | <u>110,711</u> | <u>58,888</u> | <u>48</u> | <u>122,030</u> | <u>133,945</u> |
| Nonuniformed Pension Plan | 17,194 | 22,761 | 6,118 | 25 | 24,470 | 5,560 |
| ICMA Pension Plan | 89,475 | 102,147 | 54,720 | 51 | 108,260 | 120,455 |
| <i>Pension Contributions</i> | <u>106,669</u> | <u>124,908</u> | <u>60,838</u> | <u>46</u> | <u>132,730</u> | <u>126,015</u> |
| Other Contractual Services | - | - | - | - | 5,000 | 5,000 |
| <i>Other Contractual Services</i> | <u>-</u> | <u>-</u> | <u>-</u> | <u>-</u> | <u>5,000</u> | <u>5,000</u> |
| Clothing Allowance | 5,682 | 5,962 | 4,846 | 81 | 6,000 | 6,000 |
| Office Supplies | 9,680 | 9,589 | 3,470 | 50 | 7,000 | 7,000 |
| Professional Publications | 2,102 | 1,473 | 281 | 14 | 2,000 | 2,000 |
| Minor Equip, Tools & Hdwe | 11,093 | 13,658 | 4,901 | 41 | 12,000 | 12,000 |
| <i>Materials and Supplies</i> | <u>28,557</u> | <u>30,682</u> | <u>13,498</u> | <u>50</u> | <u>27,000</u> | <u>27,000</u> |
| Rent of Bldg/Office | 14,850 | 16,500 | - | - | - | - |
| Copier Lease | 1,942 | 2,388 | 1,520 | 43 | 3,500 | 3,500 |
| <i>Rentals and Leases</i> | <u>16,792</u> | <u>18,888</u> | <u>1,520</u> | <u>43</u> | <u>3,500</u> | <u>3,500</u> |
| Mat'l to Maintain Vehicles | 5,264 | 4,386 | 2,150 | 43 | 5,000 | 5,000 |
| <i>Vehicle Operating Expense</i> | <u>5,264</u> | <u>4,386</u> | <u>2,150</u> | <u>-</u> | <u>5,000</u> | <u>5,000</u> |
| Printing | 8,320 | 4,610 | 3,313 | 44 | 7,500 | 7,500 |
| Microfilming | 2,443 | 4,426 | 4,205 | 70 | 6,000 | 10,000 |
| Dues & Memberships | 4,841 | 2,367 | 794 | 21 | 3,800 | 3,500 |
| <i>Other Operating Expenditures</i> | <u>15,604</u> | <u>11,403</u> | <u>8,312</u> | <u>48</u> | <u>17,300</u> | <u>21,000</u> |
| Automotive Equipment | - | - | 47,088 | 78 | 60,000 | 40,000 |
| <i>Capital Outlay</i> | <u>-</u> | <u>-</u> | <u>47,088</u> | <u>78</u> | <u>60,000</u> | <u>40,000</u> |
| Total Building | <u>1,611,334</u> | <u>1,795,608</u> | <u>983,705</u> | <u>50</u> | <u>1,950,405</u> | <u>2,125,435</u> |
| TOTAL PLANNING & GROWTH MANAGEMENT | <u>2,423,406</u> | <u>2,616,713</u> | <u>1,330,963</u> | <u>47</u> | <u>2,843,686</u> | <u>3,091,410</u> |

Police/B.S.O.

Police Services School Crossing Guards Parking Authority

DEPARTMENT DESCRIPTION

Police services for the City of Deerfield Beach are provided by the Broward Sheriff's Office (B.S.O.) – Deerfield Beach District. As such, the District is comprised of nine different functional units: Administration, Patrol Services, Investigative Unit, Crime Suppression Team, Traffic Enforcement, Commercial Vehicle Enforcement, Code Enforcement, Parking Enforcement and Community Affairs Team. The mission of the Deerfield Beach District is to provide comprehensive police services each day of the year, on a twenty-four hour per day basis, to the City of Deerfield Beach. This includes the meeting or exceeding of the terms and conditions of the Agreement for Police Services with Deerfield Beach and interacting with various civic and community groups on an on-going basis to ensure that the District is meeting the needs of the community.

The Administration has overall responsibility and authority for all personnel, equipment and operations of the district. They are responsible for ensuring that the District fulfills, and complies with, the terms of the contract with the City of Deerfield Beach and serves as a liaison between the Broward Sheriff's Office and the City.

Patrol Services is responsible for apprehending criminal offenders, maintaining order, responding to calls for service, peacekeeping and protecting life and property. Patrol focuses on reducing citizens' fear of crime and enhancing the quality of life for the City of Deerfield Beach. This includes bike patrol, K-9, School Resource Deputies and ATV Patrol.

Investigative Services is responsible for identifying criminals that commit crimes against properties and persons, as well as preparing the criminal cases for prosecution. Duties include the investigation of burglary/structures, burglary/conveyances, thefts, criminal mischief, and area pawn shops, as well as providing technical support to the other District Units.

The Crime Suppression Team investigates all street-level narcotic crimes within the district, investigates crime and code violations, targets high property crime areas and seeks to identify and apprehend offenders, organizes and participates in special operations, reverse stings, prostitution stings and other operations involving high crime problems.

The Traffic Unit is responsible for performing proactive traffic enforcement duties, while targeting areas of frequent traffic complaints or numerous traffic accidents. Duties include issuing traffic citations, reviewing accident reports, and participating in the investigation of accidents involving serious injuries and hit and runs.

The Community Affairs Team serves to increase the overall effectiveness of the District by attacking underlying problems that give rise to incidents that consume patrol and detective time. In doing so, the Unit strives to ensure closer involvement with the public to make sure that the police are addressing the needs of the community and its citizens. Duties include coordinating crime prevention programs, conducting residential, business, and area surveys on security measures, organizing Neighborhood Watch programs, coordinating the School Resource Deputy and DARE programs, along with organizing all the special events that occur throughout the year such as National Night Out, the annual charity softball games, Canes On Patrol, the COP, RUOK and PAL programs and Special Olympics, just to name a few.

The Code Enforcement Unit consists of two sworn positions and non-sworn civilian code inspectors. This unit investigates and prosecutes violations of municipal codes, building codes and fire and life-safety codes. They work with the home-owners and businesses to strive to enhance the overall appearance of the community.

The Commercial Vehicle Inspector consists of one certified deputy who has extensive training on the safety regulations of commercial vehicles. This position is responsible for enforcing the violations of overweight commercial vehicles and inspects commercial vehicles and drivers to ensure they are in compliance with Florida Statutes and Federal Motor Carrier Safety Regulations that travel the roads within the City of Deerfield Beach. This position conducts inspections of commercial vehicles for such violations, issues and collects fines.

The Parking Enforcement Unit consists of non-sworn part-time employees whose sole function is to enforce parking violations within the boundaries of the City of Deerfield Beach.

Police Services Division

PERSONNEL SUMMARY

| <u>Position/Title</u> | <u>06/07</u> | <u>07/08</u> | <u>08/09</u> |
|-----------------------------|--------------|--------------|--------------|
| Uniformed | 129 | 129 | 129 |
| Non-uniformed (7 part-time) | 33 | 33 | 33 |
| Total | <u>162</u> | <u>162</u> | <u>162</u> |

EXPENDITURE SUMMARY

| | <u>Actual 05/06</u> | <u>Actual 06/07</u> | <u>Budget 07/08</u> | <u>Budget 08/09</u> |
|------------------------|-------------------------|-------------------------|-------------------------|-------------------------|
| Personal services | \$ 1,297,719 | \$ 1,233,102 | \$ 1,418,138 | \$ 1,339,900 |
| Operating expenditures | 14,425,328 | 16,331,134 | 17,495,411 | 18,581,718 |
| Capital outlay | - | - | 19,800 | - |
| Total | <u>\$ 15,723,047</u> | <u>\$ 17,564,236</u> | <u>\$ 18,933,349</u> | <u>\$ 19,921,618</u> |

**GENERAL FUND
EXPENDITURES BY OBJECT**

| POLICE/B.S.O. <i>Police Services Division</i> | 2007-08 | | | | | |
|---|--------------------------|--------------------------|--------------------------|------------------|--------------------------|--------------------------|
| | 2005-06 | 2006-07 | Y-T-D | 2007-08 | 2007-08 | 2008-09 |
| <u>Account Description</u> | <u>Actual</u> | <u>Actual</u> | <u>Actual</u> | <u>Y-T-D</u> | <u>Original</u> | <u>Adopted</u> |
| | | | <u>(Thru 3/31/08)</u> | <u>%age</u> | <u>Budget</u> | <u>Budget</u> |
| Regular Salary | 5,626 | 10,547 | - | - | - | - |
| Sick Leave Conversion Pay | - | - | - | - | - | - |
| <i>Salaries & Wages</i> | <u>5,626</u> | <u>10,547</u> | - | - | - | - |
| FICA | 430 | 807 | - | - | - | - |
| <i>Payroll Taxes</i> | <u>430</u> | <u>807</u> | - | - | - | - |
| Police Pension Plan | 1,092,070 | 1,092,163 | 309,625 | 25 | 1,238,500 | 1,201,435 |
| Nonuniformed Pension Plan | 68,363 | 20,566 | 5,100 | 25 | 20,398 | 7,960 |
| Police Pension - Pick-up | 137,286 | 120,373 | 46,148 | 29 | 159,240 | 130,505 |
| <i>Pension Contributions</i> | <u>1,297,719</u> | <u>1,233,102</u> | <u>360,873</u> | <u>25</u> | <u>1,418,138</u> | <u>1,339,900</u> |
| BSO Contract | 14,350,618 | 16,242,209 | 17,538,476 | 101 | 17,416,911 | 18,528,218 |
| BSO Special Detail | 66,425 | 70,010 | 15,004 | 20 | 75,000 | 50,000 |
| BSO Special Detail | - | - | 3,200 | - | - | - |
| <i>Other Contractual Services</i> | <u>14,417,043</u> | <u>16,312,219</u> | <u>17,556,680</u> | <u>100</u> | <u>17,491,911</u> | <u>18,578,218</u> |
| Telephone & Telegraph | (2,238) | (1,348) | (760) | - | - | - |
| Cellular Phone Service | 253 | 503 | 80 | - | - | - |
| Telephone Equip/Repair | - | - | - | - | - | - |
| <i>Communication Services</i> | <u>(1,985)</u> | <u>(845)</u> | <u>(680)</u> | - | - | - |
| Professional Publications | - | 214 | - | - | - | - |
| Minor Equip, Tools, Hdwe | - | 2,762 | 275 | - | - | - |
| Other Commodities | 2,047 | 145 | - | - | - | - |
| <i>Materials and Supplies</i> | <u>2,047</u> | <u>3,121</u> | <u>275</u> | - | - | - |
| Travel and Training | 1,454 | 4,552 | - | - | - | - |
| Printing | 713 | 733 | - | - | 3,500 | 3,500 |
| <i>Other Operating Expenditures</i> | <u>2,167</u> | <u>5,285</u> | - | - | <u>3,500</u> | <u>3,500</u> |
| Buildings | - | - | 392 | 2 | 19,800 | - |
| <i>Capital Outlay</i> | - | - | <u>392</u> | <u>2</u> | <u>19,800</u> | - |
| Total Administration | <u>15,723,047</u> | <u>17,564,236</u> | <u>17,917,540</u> | <u>95</u> | <u>18,933,349</u> | <u>19,921,618</u> |

School Crossing Guard Division

The school crossing guards division is responsible for coordinating the duties of crossing guards at the various schools located within the City.

PERSONNEL SUMMARY

| <u>Grade</u> | <u>Position/Title</u> | <u>06/07</u> | <u>07/08</u> | <u>08/09</u> |
|--------------|------------------------------------|--------------|--------------|--------------|
| 28 | Safety Supervisor | 1 | 1 | 1 |
| | School Crossing Guards (part-time) | <u>34</u> | <u>34</u> | <u>34</u> |
| | Total | <u>35</u> | <u>35</u> | <u>35</u> |

EXPENDITURE SUMMARY

| | <u>Actual 05/06</u> | <u>Actual 06/07</u> | <u>Budget 07/08</u> | <u>Budget 08/09</u> |
|------------------------|-------------------------|-------------------------|-------------------------|-------------------------|
| Personal services | \$ 220,004 | \$ 234,505 | \$ 290,460 | \$ 307,695 |
| Operating expenditures | <u>4,372</u> | <u>4,118</u> | <u>3,500</u> | <u>3,500</u> |
| Total | <u>\$ 224,376</u> | <u>\$ 238,623</u> | <u>\$ 293,960</u> | <u>\$ 311,195</u> |

**GENERAL FUND
EXPENDITURES BY OBJECT**

| POLICE/B.S.O. School Crossing Guard Division | 2007-08 | | | | | |
|---|-----------------------|-----------------------|--|--------------------------|-------------------------------|------------------------------|
| | 2005-06 Actual | 2006-07 Actual | 2007-08 Y-T-D Actual (Thru 3/31/08) | 2007-08 Y-T-D %age | 2007-08 Original Budget | 2008-09 Adopted Budget |
| <u>Account Description</u> | | | | | | |
| Regular Salary | 196,424 | 209,159 | 132,660 | 51 | 259,625 | 275,180 |
| Overtime | - | 350 | 866 | - | - | - |
| Longevity | 2,247 | 2,337 | 1,215 | 47 | 2,560 | 2,765 |
| Sick Leave Conversion Pay | 1,296 | 1,348 | 935 | 47 | 2,000 | 2,000 |
| <i>Salaries & Wages</i> | <u>199,967</u> | <u>213,194</u> | <u>135,676</u> | <u>51</u> | <u>264,185</u> | <u>279,945</u> |
| FICA | 15,260 | 16,315 | 10,390 | 51 | 20,215 | 22,215 |
| <i>Payroll Taxes</i> | <u>15,260</u> | <u>16,315</u> | <u>10,390</u> | <u>51</u> | <u>20,215</u> | <u>22,215</u> |
| ICMA Pension Plan | 4,777 | 4,996 | 2,653 | 44 | 6,060 | 5,535 |
| <i>Pension Contributions</i> | <u>4,777</u> | <u>4,996</u> | <u>2,653</u> | <u>44</u> | <u>6,060</u> | <u>5,535</u> |
| Minor Equip, Tools, Hdwe | 4,302 | 4,118 | 388 | 13 | 3,000 | 3,000 |
| Other Commodities | 70 | - | 150 | 30 | 500 | 500 |
| <i>Materials and Supplies</i> | <u>4,372</u> | <u>4,118</u> | <u>538</u> | <u>15</u> | <u>3,500</u> | <u>3,500</u> |
| Total School Crossing Guards | <u>224,376</u> | <u>238,623</u> | <u>149,257</u> | <u>51</u> | <u>293,960</u> | <u>311,195</u> |

Parking Authority

The parking authority was incorporated into the City's contract with Broward Sheriff's Office beginning in January 1996. The City receives the fines for parking citations and handles the parking ticket disputes; however, city personnel do not issue parking tickets.

The parking authority division is administered by the Management and Budget Department, and is funded by the General Fund. This division is responsible for servicing and maintaining the over 600 parking meters currently in use in the City of Deerfield Beach.

PERSONNEL SUMMARY

| <u>Grade</u> | <u>Position/Title</u> | <u>06/07</u> | <u>07/08</u> | <u>08/09</u> |
|--------------|--------------------------|--------------|--------------|--------------|
| 20 | Parking Meter Technician | <u>1</u> | <u>1</u> | <u>1</u> |

CAPITAL OUTLAY

| | |
|---------------------------|------------------|
| Change Machines | 5,500 |
| Pay & Display devices (2) | 31,500 |
| | <u>\$ 37,000</u> |

EXPENDITURE SUMMARY

| | <u>Actual</u> <u>05/06</u> | <u>Actual</u> <u>06/07</u> | <u>Budget</u> <u>07/08</u> | <u>Budget</u> <u>08/09</u> |
|------------------------|-------------------------------|-------------------------------|-------------------------------|-------------------------------|
| Personal services | \$ 63,575 | \$ 70,013 | \$ 75,390 | \$ 63,115 |
| Operating expenditures | 44,571 | 45,429 | 41,200 | 41,200 |
| Capital outlay | - | - | 20,000 | 37,000 |
| Total | <u>\$ 108,146</u> | <u>\$ 115,442</u> | <u>\$ 136,590</u> | <u>\$ 141,315</u> |

**GENERAL FUND
EXPENDITURES BY OBJECT**

| POLICE/B.S.O. Parking Authority | 2007-08 | | | | | |
|--|--------------------------|--------------------------|--|-----------------------------------|--|---------------------------------------|
| | 2005-06 | 2006-07 | Y-T-D Actual (Thru 3/31/08) | 2007-08 Y-T-D %age | 2007-08 Original Budget | 2008-09 Adopted Budget |
| <u>Account Description</u> | <u>Actual</u> | <u>Actual</u> | <u>Actual</u> | <u>%age</u> | <u>Budget</u> | <u>Budget</u> |
| Regular Salary | 39,501 | 42,084 | 21,883 | 48 | 45,680 | 47,610 |
| Overtime | 2,035 | 2,178 | 1,738 | 87 | 2,000 | 2,080 |
| Longevity | 4,285 | 4,399 | 1,751 | 37 | 4,695 | 3,810 |
| Sick Leave Conversion Pay | 889 | 971 | 1,010 | 67 | 1,500 | 1,500 |
| <i>Salaries & Wages</i> | <u>46,710</u> | <u>49,632</u> | <u>26,382</u> | <u>49</u> | <u>53,875</u> | <u>55,000</u> |
| FICA | 3,525 | 3,796 | 2,018 | 51 | 3,975 | 4,215 |
| <i>Payroll Taxes</i> | <u>3,525</u> | <u>3,796</u> | <u>2,018</u> | <u>51</u> | <u>3,975</u> | <u>4,215</u> |
| Nonuniformed Pension Plan | 13,340 | 16,585 | 4,385 | 25 | 17,540 | 3,900 |
| <i>Pension Contributions</i> | <u>13,340</u> | <u>16,585</u> | <u>4,385</u> | <u>25</u> | <u>17,540</u> | <u>3,900</u> |
| Parking Meter Maintenance | 6,152 | 7,569 | - | - | 5,000 | 5,000 |
| <i>Repair & Maint Services</i> | <u>6,152</u> | <u>7,569</u> | <u>-</u> | <u>-</u> | <u>5,000</u> | <u>5,000</u> |
| Clothing Allowance | 239 | 198 | 169 | 85 | 200 | 200 |
| Minor Equip, Tools, Hdwe | 1,452 | 2,774 | 753 | 30 | 2,500 | 2,500 |
| Parking Meters | 18,992 | 20,754 | 3,329 | 23 | 14,500 | 14,500 |
| Matl to Maintain Meters | 16,831 | 10,395 | 1,798 | 12 | 15,000 | 15,000 |
| <i>Materials and Supplies</i> | <u>37,514</u> | <u>34,121</u> | <u>6,049</u> | <u>19</u> | <u>32,200</u> | <u>32,200</u> |
| Printing | 905 | 3,672 | 2,250 | 56 | 4,000 | 4,000 |
| Laundry and Cleaning | - | 67 | 90 | - | - | - |
| <i>Other Operating Expenditures</i> | <u>905</u> | <u>3,739</u> | <u>2,340</u> | <u>59</u> | <u>4,000</u> | <u>4,000</u> |
| Automotive Equipment | - | - | 18,164 | 91 | 20,000 | - |
| Other Mach and Equipment | - | - | - | - | - | 37,000 |
| <i>Capital Outlay</i> | <u>-</u> | <u>-</u> | <u>18,164</u> | <u>-</u> | <u>20,000</u> | <u>37,000</u> |
| Total Parking Authority | <u>108,146</u> | <u>115,442</u> | <u>59,338</u> | <u>43</u> | <u>136,590</u> | <u>141,315</u> |
| TOTAL POLICE/B.S.O. | <u>16,055,569</u> | <u>17,918,301</u> | <u>18,126,135</u> | <u>94</u> | <u>19,363,899</u> | <u>20,374,128</u> |

Fire & Rescue Services

Operations Division
Logistics & Special Services Division
Planning & Fire Rescue Division
Finance & Administrative Services Division

DEPARTMENT DESCRIPTION

The department of Fire and Rescue is committed to protecting the lives and property of citizens living in the City of Deerfield Beach and the Town of Hillsboro Beach. The Fire and Rescue Department is charged with providing a full range of service, which include, fire suppression, fire prevention, life safety, emergency medical services, hazard mitigation, emergency preparedness as well as providing public awareness campaigns aimed at reducing injury and/or emergencies before they occur.

The Department of Fire and Rescue is composed of four (4) divisions under which there are various sections. The Operations Division, Logistical & Special Services Division, Finance & Administrative Services Division, and the Planning & Fire Prevention Division serve as the basis from which we provide services.

The Operations Division, under the direction of an Assistant Chief, is divided into three sections; EMS, fire and EMS training section, and shift operations. The operations division is responsible for the coordination of three (3) shifts in responding to all emergency service calls such as fires, emergency medical service requests, hazardous material leaks, etc. Highly trained, dual certified personnel utilizing sophisticated equipment and apparatus 24 hour a day, 365 days a year provide immediate response. The operations division is also responsible for all professional employee development standards and continuing education. Areas of focus include but are not limited to; emergency medical procedures, fire suppression activities, inspection procedures, hazardous materials mitigation as well as emergency preparedness training. All emergency activities and personnel are under the direction of the operations division. This division also oversees EMT, paramedic licensing, certifications, all medical protocols, as well as coordination between our city's medical director, fire rescue staff and our health care community are also functions assigned to the operations division.

The Logistics & Special Services Division is divided into three (3) sections under the direction of an Assistant Chief; the Resource Management and Fleet Services section, the Telecommunication section, and the Emergency Management Section.

The Resource Management & Fleet Services section is responsible for the emergency repair, routine and preventive maintenance of 46 vehicles. This section is also responsible for hundreds of fire nozzles, thousands of feet of fire hose, over one hundred mobile and portable radios, over one hundred and twenty (120) self-contained breathing apparatus units, sixty (60) small gasoline or hydraulically operated engines, tools and/or motors as well as thousands of miscellaneous tools and appliances.

The Telecommunications section is responsible for operating and administering the 911 emergency telephone and radio system. This system allows callers to speak directly with trained fire and EMS dispatchers for quick and efficient response to emergency calls. A communications network exists between firefighters, paramedics, and area hospitals for fast and effective delivery of emergency medical services and fire suppression activities.

The Emergency Management section is responsible for maintaining and coordinating the citywide Emergency Management functions. This section coordinates all city efforts with regards to emergency preparedness and hazard mitigation. It includes training and education of city employees to assure the city is prepared for any natural, man made or terrorist provoked disaster. Other responsibilities include the City of Deerfield Beach Emergency Operations Center and coordination of staffing of the center of times during disasters. The Emergency Management Section is responsible for developing and maintaining the city's Comprehensive Emergency Management Plan (CEMP) and Continuity of Operations Plan (COOP). These documents are vital to the city's response to and recovery from disasters. In addition, the Emergency Management section is responsible for public education to ensure our residents are prepared as possible for emergency and disaster situations.

The Finance & Administrative Services Division under the direction of an Assistant Chief is composed of three (3) sections; Administrative Services section, Management & Information Services section, and Employee Health & Safety.

Administrative Services section area of responsibilities include payroll, policy development and revisions, budget proposals, research and development forecasting, long range planning, compiling of the annual report, updating the 5 year strategic plan and operational guide and developing the natural accredited plan.

Management Information Services section area of responsibilities include overseeing all computer technology, all interfaces with the city computer network, all cellular and business phones, all wireless data transmissions, all EMS and Fire records management and all other computer and data management issues for five (5) facilities.

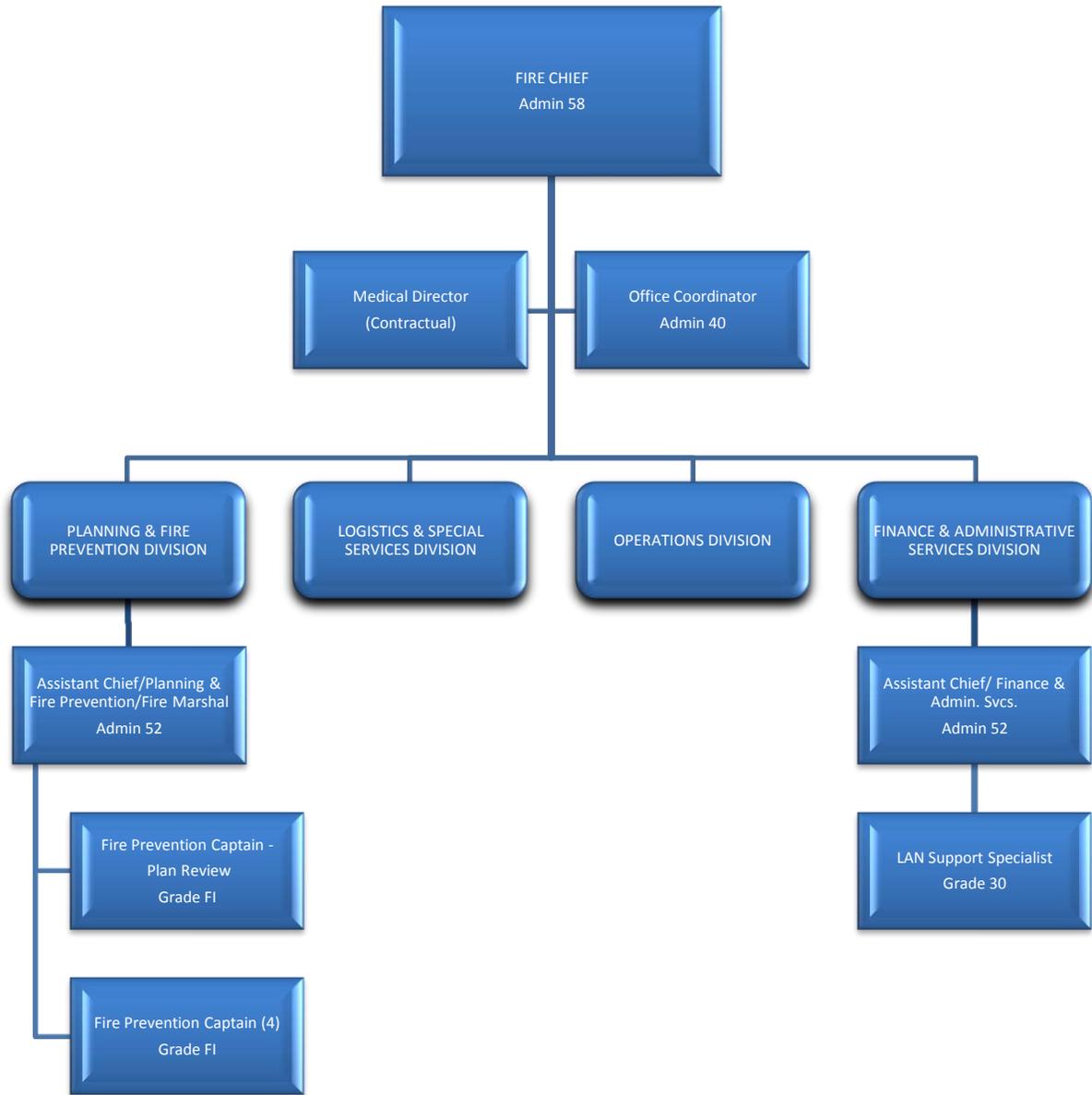
Employee Health & Safety section responsibilities include the coordination, the review and investigation of all on the job accidents and injuries, coordinates all required medical testing and physicals, all OSHA required fit testing for SCBA as well as manages the inspection, repair and replacement of all protective clothing. Employee Health and Safety section analyzes and makes recommendations for future education and prevention and interacts with the city's Risk Management Division as well as the city's Occupational Health and Safety Manager.

The Planning and Fire Prevention Division, under the direction of an Assistant Chief and provides life and fire safety inspections services pursuant to city ordinance, South Florida building codes, and State and Federal statutes. The division investigates life safety complaints, cause and origin of fires and provides all building and plan review to assure life and fire safety compliance. The Planning and Fire Prevention Division is also responsible for coordinating the department efforts with regards to all public education, the fire department speakers bureau, city fire hydrants, and all special events coordination between the city, outside agencies and the public. As well as monitors and recommends plan of action from the city's ISO rating.

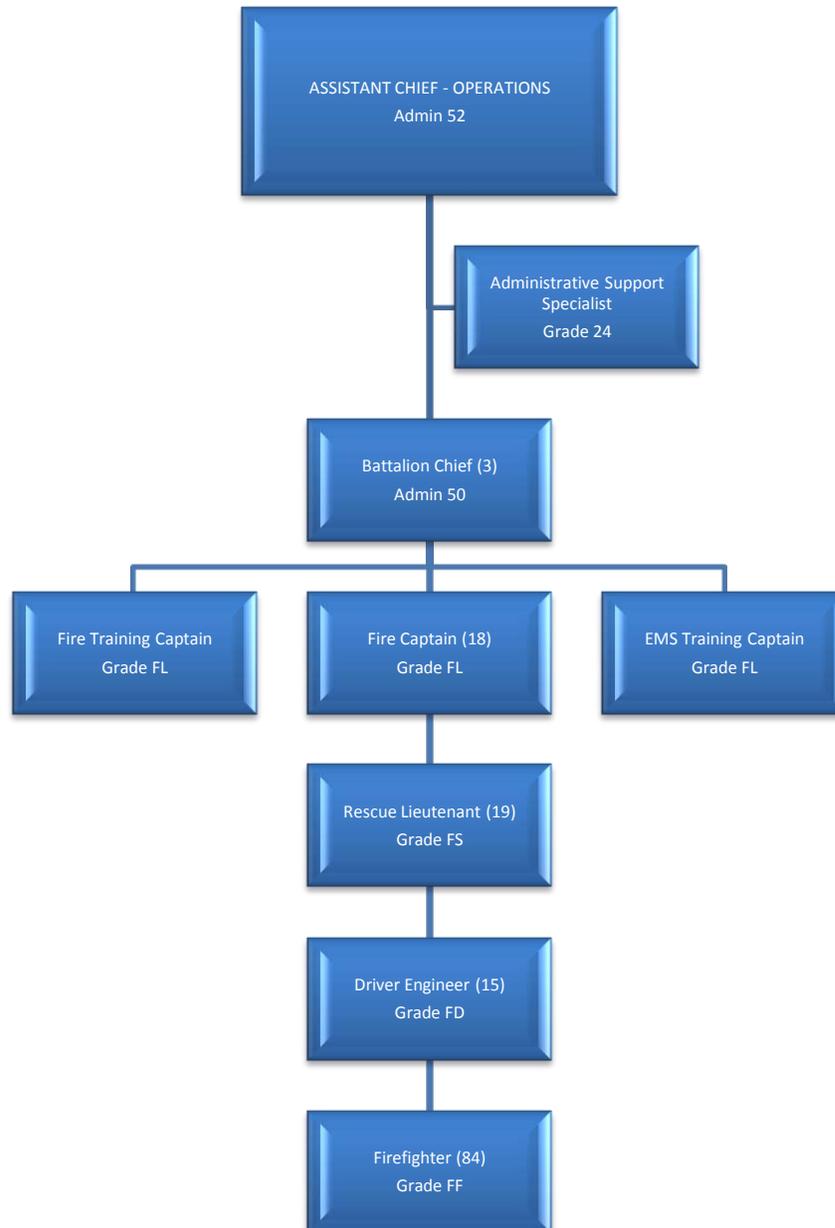
DEPARTMENT GOALS:

- **Be the benchmark fire rescue department in the State of Florida.**
- **Develop and re-evaluate operational policies and procedures to ensure that the needs of the community are met relating to fire protection and emergency medical services.**
- **Ensure fire safety compliance of site and building developments.**
- **Continued focus on fire prevention and education.**
- **Continuance of training and development programs that will prepare employees to better accomplish department goals.**

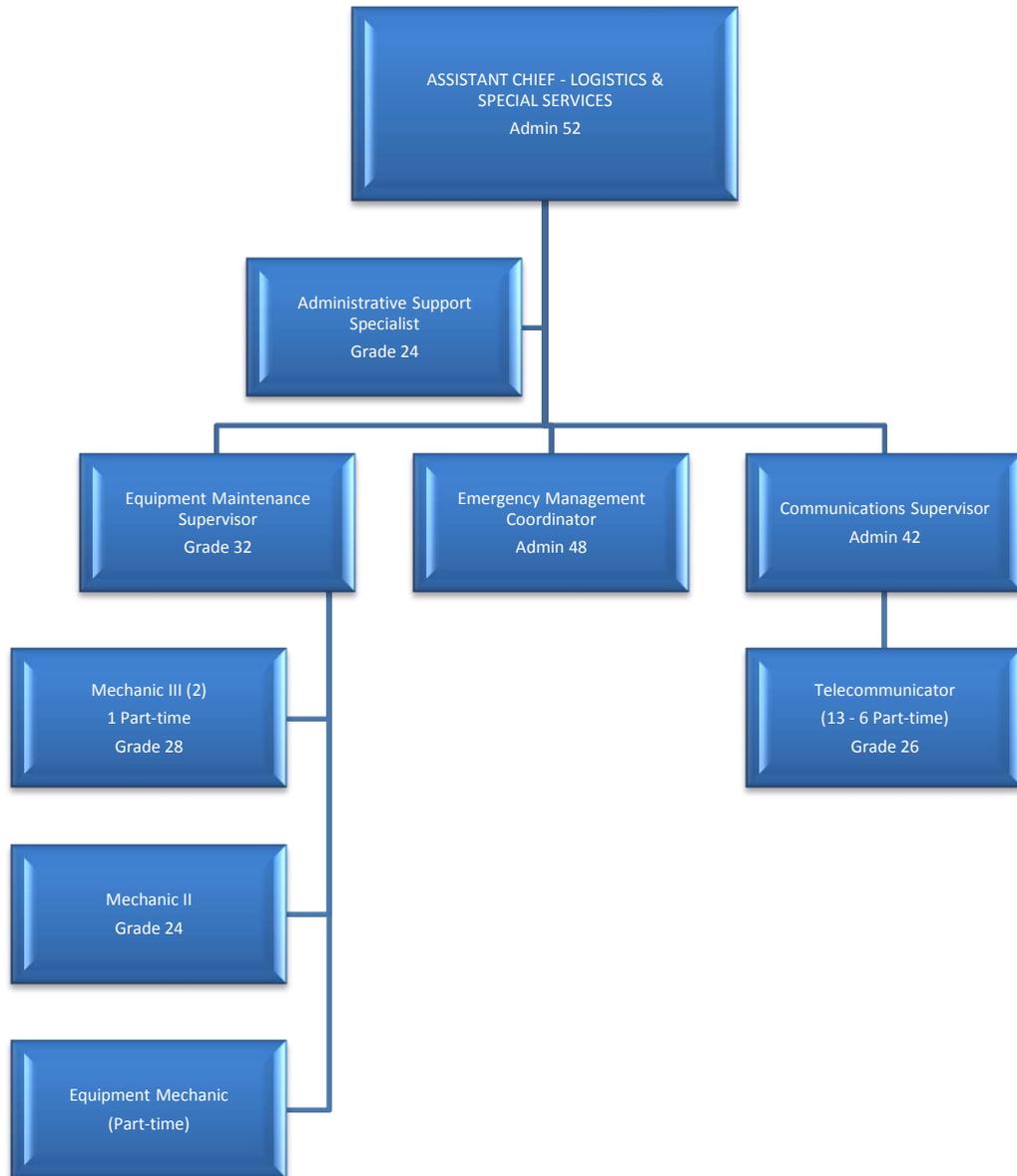
Fire/Rescue Department Organization Chart



Fire/Rescue Department Operations Division Organization Chart



Fire/Rescue Department Logistics & Special Services Division Organization Chart



DEPARTMENT: FIRE AND RESCUE



DEPARTMENT/DIVISION GOALS, OBJECTIVES, & MEASUREMENTS – FY2009



**CITY GOAL#7
SAFE & HEALTHY ENVIRONMENT**

| DEPARTMENT GOALS | DEPARTMENT OBJECTIVES | DEPARTMENT MEASUREMENTS | FY 07 (actual) | FY 08 (estimate) | FY 09 (budget) |
|--|--|---|---|--|---|
| Provide Quality Fire/Rescue/ Building Inspection Services aimed at reducing problems before a tragedy occurs | - Develop and re-evaluate operational policies and procedures to ensure the needs of the community are met | - Annual Citizen Satisfaction Rate based upon the Citizens Survey for: -Fire Protection Services -Emergency Medical Services - # of total alarms - # of total fire alarms - \$ amount of fire loss - # of fire injuries (no fatalities) - # of Incidents - # of EMS patients transported | N/A N/A 18,739 1,389 3,883,876 2 12,724 6,268 | N/A N/A 18,000 1,165 800,000 6 15,000 7,700 | N/A N/A 18,940 1,300 965,000 4 13,450 6,931 |
| | - Continuance of training programs that better prepare Fire/Rescue Division personnel to better accomplish Departmental Goals - Continued focus on fire prevention and education - Ensure fire safety compliance of site and building developments | - # of training hours on: (a) fire suppression (b) EMS recertification (c) defensive driving (d) hazardous materials (e) other - # of fire drills/talks - # of elementary school presentations - # of students receiving fire safety message - # of fire inspections conducted | 2,627 3,001 600 600 1,250 30 12 6,000 3,862 | 3,600 3,900 600 600 1200 26 12 6,000 7,150 | 3,000 3,400 620 620 1,250 30 12 6,100 7,150 |

Fire/Rescue Division

PERSONNEL SUMMARY

| <u>Grade</u> | <u>Position/Title</u> | <u>06/07</u> | <u>07/08</u> | <u>08/09</u> |
|--------------|--|-------------------|-------------------|-------------------|
| 58 | Fire Chief | 1 | 1 | 1 |
| 52 | Assistant Chief - Finance & Admin. Svcs. | 1 | 1 | 1 |
| 52 | Assistant Chief Logistics & Special Svcs. | 1 | 1 | 1 |
| 52 | Assistant Chief - Operations | 1 | 1 | 1 |
| 52 | Assistant Chief - Planning & Fire Prevention | 1 | 1 | 1 |
| 50 | Fire Battalion Chief | 3 | 3 | 3 |
| FI | Fire Technical Inspector | 5 | 0 | 0 |
| FI | Fire Prevention Captain | 0 | 5 | 5 |
| FL | Fire Lieutenant | 20 | 0 | 0 |
| FL | Fire Captain | 0 | 20 | 20 |
| FS | Fire Rescue Supervisor | 19 | 0 | 0 |
| FS | Rescue Lieutenant | 0 | 19 | 19 |
| FD | Fire Driver/Engineer | 15 | 15 | 15 |
| FF | Firefighter/EMT | 84 | 84 | 84 |
| 32 | Equipment Maintenance Supervisor | 1 | 1 | 1 |
| 28 | Mechanic III (1 part-time) | 2 | 2 | 2 |
| 24 | Mechanic II | 1 | 1 | 1 |
| 48 | Hazard Mitigation Coordinator | 1 | 0 | 0 |
| 48 | Emergency Management Coordinator | 1 | 1 | 1 |
| 42 | Communications Supervisor | 1 | 1 | 1 |
| 26 | Telecommunicator (6 part-time) | 11 | 13 | 13 |
| 40 | Fire Administration Office Coordinator | 0 | 0 | 1 |
| 24 | Administrative Support Specialist | 4 | 4 | 3 |
| | Equipment Mechanic (part-time) | 1 | 1 | 1 |
| | Total | <u>174</u> | <u>175</u> | <u>175</u> |

CAPITAL OUTLAY

| | |
|--------------------------------|--------------------------|
| Replacement rescue ambulance** | \$ 260,100 |
| Command vehicle** | 85,000 |
| Utility vehicle * | 35,668 |
| Cardiac monitors | 196,357 |
| Traffic pre-empting devices | 180,000 |
| | <u>\$ 757,125</u> |

*Vehicle will be lease/purchased over a 3-year period. See debt service section.

**Vehicle will be lease/purchased over a 5-year period. See debt service section.

EXPENDITURE SUMMARY

| | <u>Actual</u> <u>05/06</u> | <u>Actual</u> <u>06/07</u> | <u>Budget</u> <u>07/08</u> | <u>Budget</u> <u>08/09</u> |
|------------------------|-------------------------------|-------------------------------|-------------------------------|-------------------------------|
| Personal services | \$ 15,450,656 | \$ 16,020,520 | \$ 17,134,465 | \$ 18,281,195 |
| Operating expenditures | 1,187,247 | 1,247,272 | 1,305,136 | 1,542,726 |
| Capital outlay | <u>800,060</u> | <u>872,273</u> | <u>450,000</u> | <u>757,125</u> |
| Total | <u>\$ 17,437,963</u> | <u>\$ 18,140,065</u> | <u>\$ 18,889,601</u> | <u>\$ 20,581,046</u> |

**GENERAL FUND
EXPENDITURES BY OBJECT**

| FIRE/RESCUE Fire/Rescue Division | 2007-08 | | | | | |
|-------------------------------------|-------------------|-------------------|--|--------------------------|-------------------------------|------------------------------|
| | 2005-06 Actual | 2006-07 Actual | 2007-08 Y-T-D Actual (Thru 3/31/08) | 2007-08 Y-T-D %age | 2007-08 Original Budget | 2008-09 Adopted Budget |
| <u>Account Description</u> | | | | | | |
| Regular Salary | 9,698,382 | 10,355,816 | 5,004,194 | 44 | 11,260,710 | 12,058,540 |
| Overtime | 1,282,397 | 756,178 | 284,567 | 73 | 387,500 | 387,500 |
| Longevity | 386,087 | 384,282 | 186,149 | 45 | 416,900 | 468,350 |
| Fire Code Official Incentive | 2,335 | - | - | - | 4,000 | 4,000 |
| Sick Leave Conversion Pay | 113,907 | 100,295 | 101,675 | 78 | 130,000 | 130,000 |
| Fire - EMT I | 82,210 | 65,544 | 29,680 | 29 | 102,825 | 70,550 |
| Fire - Paramedic/EMT II | 1,063,043 | 1,158,678 | 590,944 | 50 | 1,189,130 | 1,304,195 |
| Fire Science Certificate | 17,347 | 16,965 | 7,997 | 38 | 20,880 | 20,880 |
| Fire Supplemental Comp | 58,752 | 59,110 | 28,871 | 47 | 62,070 | 67,655 |
| Overtime - Fire/EMS Training | - | 267,535 | 173,621 | 53 | 328,500 | 354,500 |
| <i>Salaries & Wages</i> | <u>12,704,460</u> | <u>13,164,403</u> | <u>6,407,698</u> | <u>46</u> | <u>13,902,515</u> | <u>14,866,170</u> |
| FICA | 914,313 | 950,772 | 451,865 | 42 | 1,087,120 | 1,134,625 |
| <i>Payroll Taxes</i> | <u>914,313</u> | <u>950,772</u> | <u>451,865</u> | <u>42</u> | <u>1,087,120</u> | <u>1,134,625</u> |
| Fire Pension Plan | 1,765,776 | 1,837,841 | 500,000 | 25 | 2,000,000 | 2,200,000 |
| ICMA Pension Plan | 66,107 | 67,504 | 32,148 | 43 | 74,830 | 80,400 |
| <i>Pension Contributions</i> | <u>1,831,883</u> | <u>1,905,345</u> | <u>532,148</u> | <u>26</u> | <u>2,074,830</u> | <u>2,280,400</u> |
| Programming/Software | 22,115 | 24,823 | 10,410 | 83 | 12,500 | 80,520 |
| Medical Services | - | 17,225 | - | - | 58,096 | 86,736 |
| Ambulance Billing Service | 157,933 | 130,530 | 45,640 | 35 | 129,500 | 129,500 |
| <i>Professional Services</i> | <u>180,048</u> | <u>172,578</u> | <u>56,050</u> | <u>28</u> | <u>200,096</u> | <u>296,756</u> |
| Serv to Maintain Equipment | 42,337 | 38,679 | 21,470 | 60 | 36,000 | 69,172 |
| Equipment Tests | 820 | 500 | - | - | 1,500 | 1,500 |
| <i>Repair and Maint Services</i> | <u>43,157</u> | <u>39,179</u> | <u>21,470</u> | <u>57</u> | <u>37,500</u> | <u>70,672</u> |
| Labor Negotiations Services | - | - | - | - | 110,000 | - |
| Other Contractual Services | 152,370 | 108,243 | 54,656 | 93 | 58,500 | 59,900 |
| <i>Other Contractual Services</i> | <u>152,370</u> | <u>108,243</u> | <u>54,656</u> | <u>32</u> | <u>168,500</u> | <u>59,900</u> |
| Wireless Data Transmission | 14,211 | 12,054 | 1,829 | 9 | 21,200 | 22,500 |
| Emergency Notification System | 9,000 | 9,000 | - | - | 9,000 | 10,000 |
| <i>Communication Services</i> | <u>23,211</u> | <u>21,054</u> | <u>1,829</u> | <u>6</u> | <u>30,200</u> | <u>32,500</u> |
| Clothing Allowance | 237,208 | 205,801 | 150,127 | 63 | 236,500 | 262,500 |
| Office Supplies | 9,043 | 14,447 | 7,419 | 93 | 8,000 | 9,000 |
| Professional Publications | 1,336 | 2,175 | 398 | 27 | 1,500 | 3,500 |
| Chemicals | 2,612 | - | 2,902 | 97 | 3,000 | 3,750 |
| Minor Equip, Tools & Hdwe | 88,542 | 192,563 | 32,677 | 32 | 102,600 | 144,325 |
| Food | 679 | 2,664 | 648 | 43 | 1,500 | 1,500 |
| Medical and Lab Supplies | 164,363 | 133,307 | 47,437 | 36 | 130,000 | 137,500 |
| Air Pack/Nozzle Parts | 6,147 | 6,256 | - | - | 5,750 | 8,775 |
| Material to Maint Equipment | 5,846 | 1,580 | - | - | 1,700 | 2,250 |
| Fire Hose | 6,456 | 8,017 | 2,208 | 30 | 7,250 | 7,250 |
| Fire Special - Cert Program | 25,034 | 17,995 | (55) | - | 25,000 | 25,000 |
| Beach Blowout | 22,575 | 17,738 | - | - | - | - |

**GENERAL FUND
EXPENDITURES BY OBJECT**

| FIRE/RESCUE Fire/Rescue Division | 2007-08 | | | | | |
|-------------------------------------|--------------------------|--------------------------|--|--------------------------|-------------------------------|------------------------------|
| | 2005-06 Actual | 2006-07 Actual | 2007-08 Y-T-D Actual (Thru 3/31/08) | 2007-08 Y-T-D %age | 2007-08 Original Budget | 2008-09 Adopted Budget |
| <u>Account Description</u> | | | | | | |
| Firefighter Combat Challenge | 25,817 | 24,555 | 695 | - | - | - |
| Bunker Gear | - | 5,670 | - | - | 85,000 | 101,250 |
| <i>Materials and Supplies</i> | <u>595,658</u> | <u>632,768</u> | <u>244,456</u> | <u>40</u> | <u>607,800</u> | <u>706,600</u> |
| Rent of Equipment | - | - | 4,095 | 34 | 12,000 | 15,000 |
| Fire Rescue Temp. Station | 24,070 | 20,488 | - | - | - | - |
| <i>Rentals and Leases</i> | <u>24,070</u> | <u>20,488</u> | <u>4,095</u> | <u>34</u> | <u>12,000</u> | <u>15,000</u> |
| Matl to Maintain Vehicles | 146,932 | 208,834 | 111,761 | 49 | 230,203 | 230,203 |
| <i>Other Operating Expenditures</i> | <u>146,932</u> | <u>208,834</u> | <u>111,761</u> | <u>49</u> | <u>230,203</u> | <u>230,203</u> |
| Printing | 2,908 | 2,460 | 1,737 | 46 | 3,750 | 3,750 |
| Photography | 775 | 1,131 | - | - | 1,000 | 1,000 |
| Employee Training | - | - | 28,487 | 41 | 70,000 | 70,000 |
| Laundry and Cleaning | 5,445 | 22,459 | 3,783 | 17 | 22,400 | 23,520 |
| Medical Licenses/Permits | 275 | 7,980 | 181 | 2 | 9,975 | 9,975 |
| Medical Waste/Haz Mat Fee | - | - | - | - | 1,000 | 1,000 |
| Dues & Memberships | 1,769 | 1,754 | 1,890 | 49 | 3,850 | 3,850 |
| Public Awareness | 10,629 | 8,323 | 1,456 | 18 | 8,000 | 18,000 |
| Grants Expense | - | 21 | - | - | - | - |
| <i>Other Operating Expenditures</i> | <u>21,801</u> | <u>44,128</u> | <u>37,534</u> | <u>31</u> | <u>119,975</u> | <u>131,095</u> |
| Automotive Equipment | 396,217 | 255,326 | 268,862 | 100 | 268,862 | 380,768 |
| Office Mach & Equip | 14,394 | 378,963 | - | - | - | - |
| Other Mach and Equipment | 389,449 | 237,984 | - | - | 150,000 | 376,357 |
| <i>Capital Outlay</i> | <u>800,060</u> | <u>872,273</u> | <u>268,862</u> | <u>64</u> | <u>418,862</u> | <u>757,125</u> |
| Total Fire/Rescue | <u>17,437,963</u> | <u>18,140,065</u> | <u>8,192,424</u> | <u>43</u> | <u>18,889,601</u> | <u>20,581,046</u> |

Public Works & Environmental Services

**Administration
Facilities Maintenance
Fleet Maintenance
Grounds Maintenance
Streets Maintenance
Solid Waste
Recycling**

DEPARTMENT DESCRIPTION

The Department of Public Works and Environmental Services strives to maintain and enhance the City's streets, public grounds, recycling functions, fleet management and collection and disposal of solid waste. The Department is comprised of seven divisions: Administration, Facilities Maintenance, Fleet Maintenance, Grounds Maintenance, Streets Maintenance, Solid Waste, and Recycling.

Streets Maintenance is responsible for maintaining streets, storm drains, sidewalks and any other problems on right-of-ways throughout the City. In addition, the division provides repair and replacement services for City-owned sidewalks and signage throughout the City. This division is part of the Road and Bridge Fund.

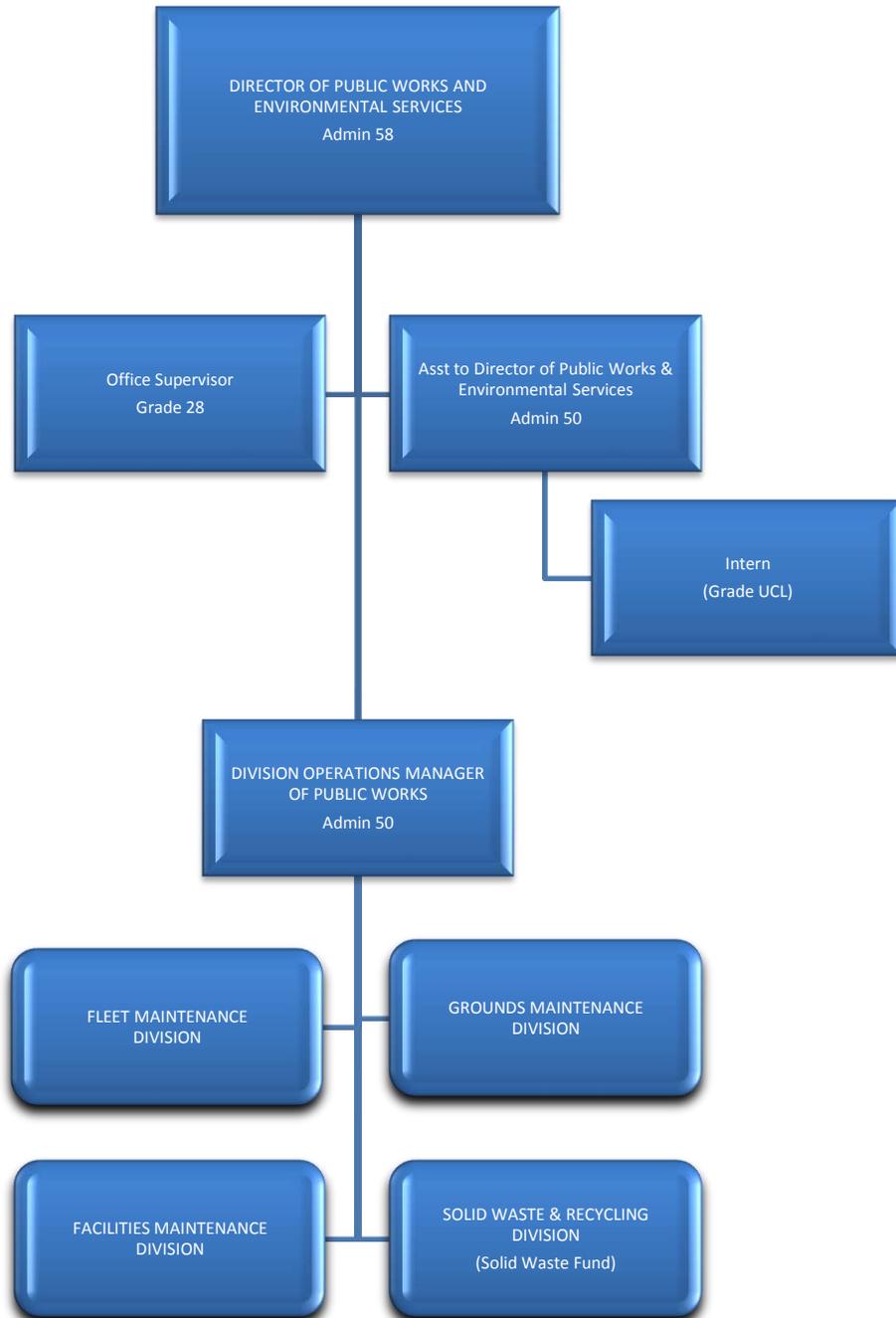
Solid Waste provides collection and disposal services of all garbage and bulk trash for residential and commercial accounts throughout the City. This division coordinates new site plan evaluations and maintains effective working relationships with the general public and other City Departments. This division is part of the Solid Waste Fund.

The Recycling Division coordinates and implements collection of recyclable materials throughout the City. This includes recycling materials extracted from waste collection from residential and commercial accounts throughout the City. This division is part of the Solid Waste Fund.

DEPARTMENT GOALS

- Upgrade of City transportation infrastructure
- Coordinate quality assurance of all capital improvement projects and private infrastructure improvements
- Upgrade of the City's utility system
- Upgrade of the City's drainage system
- Provide quality drinking water to all residents and businesses within the City's service area
- Continually monitor and maintain a safe and healthy environment
- Encourage employee training and development

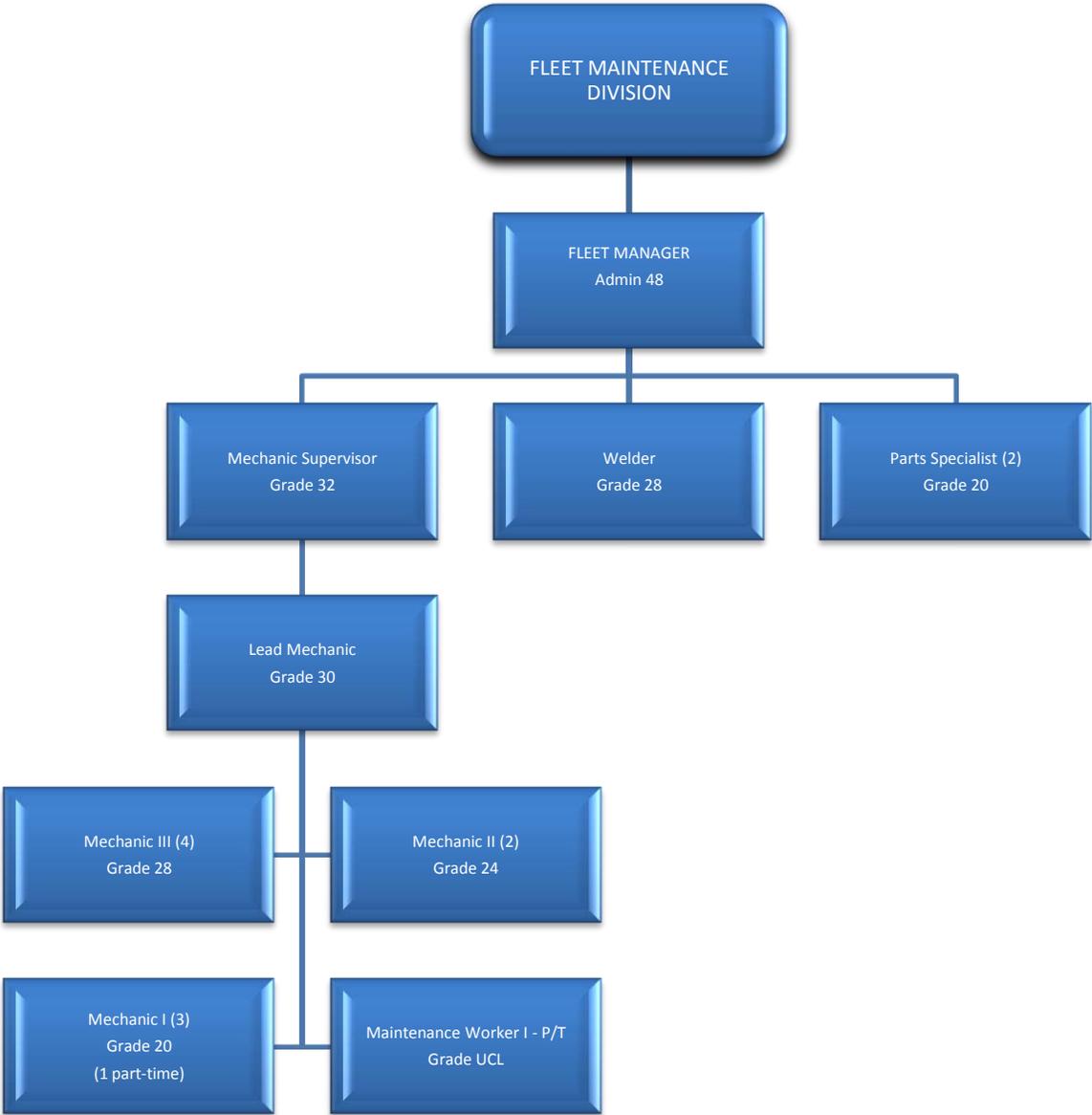
Public Works & Environmental Services Department Organization Chart



Public Works & Environmental Services Department Facilities Maintenance Division Organization Chart



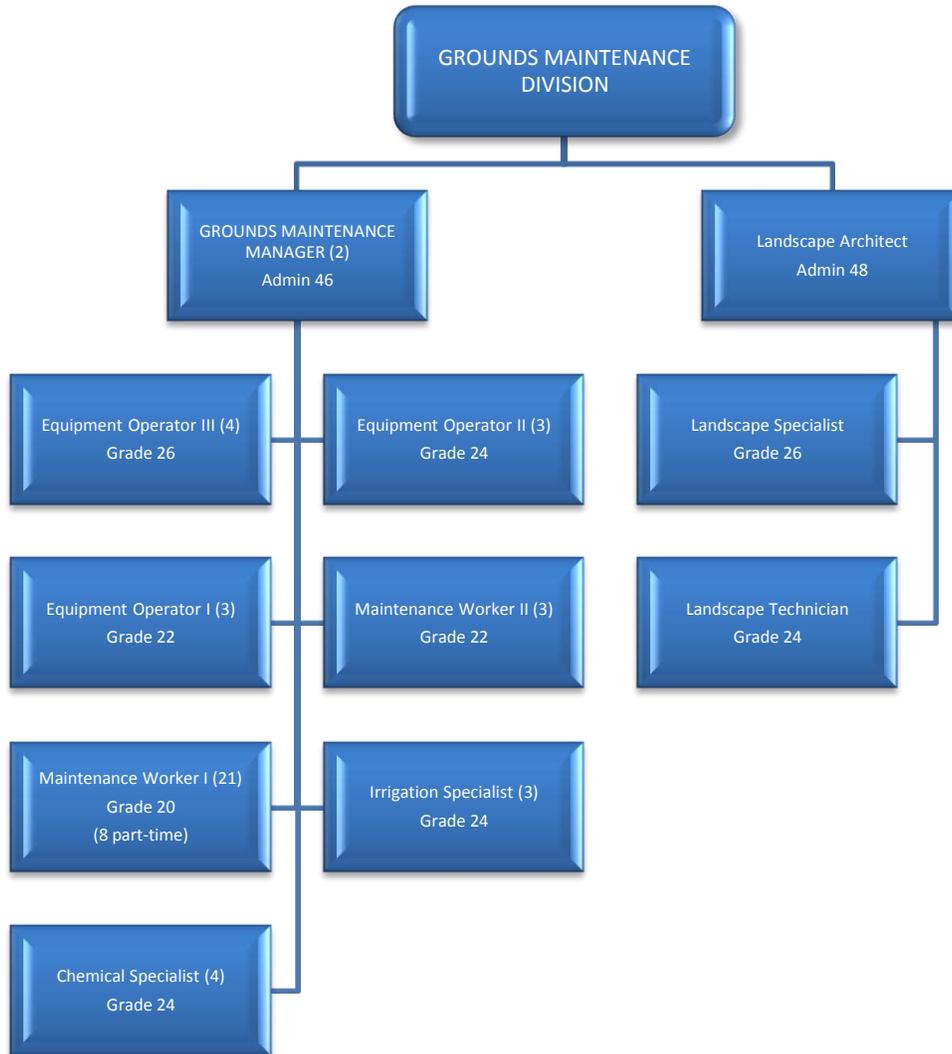
**Public Works & Environmental Services Department
Fleet Maintenance Division
Organization Chart**



Public Works & Environmental Services Department

Grounds Maintenance Division

Organization Chart



DEPARTMENT: PUBLIC WORKS AND ENVIRONMENTAL SERVICES



DEPARTMENT/DIVISION GOALS, OBJECTIVES, & MEASUREMENTS – FY2009



**CITY GOAL#1
CLEANER, GREENER CITY**

| DEPARTMENT GOALS | DEPARTMENT OBJECTIVES | DEPARTMENT MEASUREMENTS | FY 07 (actual) | FY 08 (estimate) | FY 09 (budget) |
|--|---|--|----------------|------------------|----------------|
| To preserve & enhance the city's grounds & landscaping sites | -Irrigate & beautify 100% of all City-maintained medians | - % of medians irrigated and beautified | 100% | 100% | 100% |
| | - Install 'Xeriscaping' in City maintained medians to reduce water usage but also maintain beauty throughout the City. | - % of medians installed with Xeriscaping | 10% | 15% | 25% |
| | -Preserve the City's tree canopy and plant life | - # of new trees planted - # of City beautification projects of which the landscape was: (a) installed by City (b) designed by City | 500 6 6 | 500 3 3 | 800 3 3 |
| | - modify existing irrigation systems to reduce water and emphasize storage and reuse where possible. | % systems modified | 0% | 5% | 25% |
| | - Remove all exotic vegetation throughout the City and replace with native vegetation. Key target species will consist of: Australian pine, Brazilian Pepper and old world climbing fern. | - % educated staff on need to remove exotic vegetation through workshops. - % of exotics removed. | 10% 8% | 40% 10% | 50% 15% |
| | - Perform tree inventories that will catalogue existing landscaping. | - % of City inventoried | 0% | 5% | 25% |

**CITY GOAL#1
CLEANER, GREENER CITY**

**DEPARTMENT: PUBLIC WORKS &
ENVIRONMENTAL SERVICES**

| DEPARTMENT GOALS | DEPARTMENT OBJECTIVES | DEPARTMENT MEASUREMENTS | FY 07 (actual) | FY 08 (estimate) | FY 09 (budget) |
|---|---|--|----------------|------------------|----------------|
| To preserve and utilize the use of alternative fuel resources | - Increase use of alternative fuels for city vehicles | - % increase in usage of alternative fuels | 5% | 8% | 10% |
| | - Install low energy light fixtures and sensors within City owned facilities to reduce energy usage. | - % decrease in energy usage | 0% | 5% | 8% |
| | - Replace fleet vehicles with hybrid or alternative energy models or make retrofits to fleet vehicles to reduce fuel consumption and green house gases emissions. | - catalogue # of old fleet vehicles decommissioned or replaced with low emission vehicles. When possible take high cost maintenance vehicles and those high emitters out of fleet. | 0-1 | 2-3 | 3-5 |

**CITY GOAL#2
VITALITY / REVITALIZATION OF BUSINESS & NEIGHBORHOODS**

| DEPARTMENT GOALS | DEPARTMENT OBJECTIVES | DEPARTMENT MEASUREMENTS | FY 07 (actual) | FY 08 (estimate) | FY 09 (budget) |
|--|--|---|---------------------|---------------------|---------------------|
| Upgrade of city transportation infrastructure | - Resurface all of City streets on an as needed basis by milling and resurfacing roadways in dispair | - # of miles of streets resurfaced per fiscal year | 3 miles | 1.5 miles | 1.5 miles |
| | - Construct City sidewalks as requested throughout the year | - # of linear footage of sidewalk | 3,000 ft. | 4,000 ft. | 4,000 ft. |
| Enhance the appearance of the City's streets and public rights-of-ways | Clean/sweep all residential public streets twice a month | - # of miles of streets swept daily - Cost per mile for street sweeping - % of residential streets swept twice a month (public) | 49 \$7.50 99% | 49 \$8.30 99% | 60 \$9.00 95% |
| | - Clean/sweep all main public thoroughfares on a weekly basis | - % of main thoroughfares swept on a weekly basis | 99% | 99% | 99% |
| | Repair street potholes within 3 days of notification | - % of pothole problems resolved within 3 days | 98% | 98% | 98% |
| | - Replace & repair sidewalks per request | - # of linear footage of sidewalk replace | 500ft | 1,000 ft | 1,000 ft |
| | -Develop an inspection system for monitoring the quality control of city sidewalks by 9/08 | - % of quality control inspections | 60% | 100% | 100% |

**CITY GOAL#2
VITALITY / REVITALIZATION OF BUSINESS & NEIGHBORHOODS**

**DEPARTMENT: PUBLIC
WORKS &
ENVIRONMENTAL
SERVICES**

| DEPARTMENT GOALS | DEPARTMENT OBJECTIVES | DEPARTMENT MEASUREMENTS | FY 07 (actual) | FY 08 (estimate) | FY 09 (budget) |
|--|--|---|----------------|------------------|----------------|
| Research and pursue the potential for implementing a Stormwater Utility (SWU) fee to reduce amount of stormwater \$ taken from street funds. | - Implement a SWU by 2009/2010 budget. | - # of storm water improvement projects needed throughout the City. | NA | 20 | 15 |

**CITY GOAL#3
SUPERIOR CUSTOMER SERVICE**

| DEPARTMENT GOALS | DEPARTMENT OBJECTIVES | DEPARTMENT MEASUREMENTS | FY 07 (actual) | FY 08 (estimate) | FY 09 (budget) |
|--|--|--|----------------|------------------|----------------|
| Provide quality internal & external customer service | - Resolve all departmental complaints within 3 business days | - % of complaints resolved within 3 business days | 95% | 95% | 95% |
| | -Respond to all complaints/ phone calls within 24 hours | -% of complaints/phone calls responded to within 24 hours | 95% | 95% | 95% |
| Coordinate Quality Assurance of all Capital Improvement Projects and Private Infrastructure Improvements | -Provide on-site inspection of all capital improvement projects | - All Capital Improvement Projects to be assigned an Engineer, Project Manager and Inspector | 90% | 100% | 100% |
| | -Review & evaluate all site/ engineering plans that come before the City | - All Site/Engineering Plans are to be reviewed by and Engineer and Inspector | 90% | 100% | 100% |
| Provide quality internal & external customer service | - Initial start of city-wide installation of ADA compliance upgrades for city facilities - Schedule all facility issues within 10 days | -# of ADA compliance upgrade projects | 2 | 2 | 2 |
| | | - % of scheduled facility issues resolved to within 10 days | 25% | 95% | 95% |
| | - Reduce the number of outstanding fleet/equipment work orders | -% reduction in outstanding work orders | 25% | 30% | 30% |
| | Maintain a vehicle availability rate. The availability and mechanical dependability of aid equipment is paramount to the overall mission and success of the City operational functions Complete automation of the vehicle and equipment fueling process | - # of vehicles in the City fleet divided by the # of vehicles in the shop for repair | N/A | 95% | 95% |
| | | # of vehicles in the City fleet divided by the # of vehicles able to complete the automated fuel transaction process | N/A | 95% | 95% |
| Encouragement of a close working relationship between the public and private sectors | Establish partnerships with vendors to allow the City to benefit from their expertise and resources | # of vendors to improve parts availability and completely eliminate inventory costs | N/A | 2 | 2 |

**CITY GOAL#4
ENCOURAGE CLOSE RELATIONSHIP BETWEEN PUBLIC &
PRIVATE SECTORS**

**DEPARTMENT: PUBLIC
WORKS & ENVIRONMENTAL
SERVICES**

| DEPARTMENT GOALS | DEPARTMENT OBJECTIVES | DEPARTMENT MEASUREMENTS | FY 07 (actual) | FY 08 (estimate) | FY 09 (budget) |
|--|--|--|----------------|------------------|----------------|
| Work closely with the Private & Public Sectors to continually beautify the City | -Contact and stay in touch with representatives of various businesses responsible for maintaining private sector medians | - # of medians by category (a) City-maintained (b) Private Sector | 130 94 | 159 100 | 159 100 |
| Develop and host a wide array of city wide environmental and "green" initiatives | - Develop a sustainability committee consisting of city staff, local businesses and residents | - # of meetings to discuss potential improvements and pursue joint initiatives. - # of initiatives pursued. | 0 0 | 2 5 | 4 10 |

**CITY GOAL#5
PROACTIVELY ADDRESS QUALITY OF LIFE ISSUES**

| DEPARTMENT GOALS | DEPARTMENT OBJECTIVES | DEPARTMENT MEASUREMENTS | FY 07 (actual) | FY 08 (estimate) | FY 09 (budget) |
|---|--|---|----------------|------------------|----------------|
| Maintain City Drainage Systems and Waste removal | - Service all city storm drainage systems twice a year | - # of miles of storm drainage systems maintained - % of City Storm Drainage Systems serviced twice a year | 34.1 95% | 34.1 95% | 34.1 95% |
| Develop and host a wide array of community outreach programs on City related issues. | - increase public education, awareness and outreach in the following areas: - Water conservation - storm water - recycling and solid waste - City's "green" initiatives. | - # of outreach and education events conducted. - average # of attendees per event. | 0 0 | 12 10 | 24 30 |
| Pursue grants for education, infrastructure improvement and for other areas that will add value to the City and its inhabitants | - Pursue grants in: 1: Water conservation 2:Environmental education and outreach 3: Green building and green initiatives 4: Sustainable energy 5: Urban forestry | - # of grant applications submitted. - # of grants awarded. | 1-2 1-2 | 2-3 2-3 | 3-4 3-5 |

**CITY GOAL#7
SAFE & HEALTHY ENVIRONMENT**

| DEPARTMENT GOALS | DEPARTMENT OBJECTIVES | DEPARTMENT MEASUREMENTS | FY 07 (actual) | FY 08 (estimate) | FY 09 (budget) |
|---|--|---|----------------|------------------|----------------|
| Continually Maintain & Monitor a safe and healthy environment | - Collect & dispose all residential solid waste twice weekly | - # tons of residential solid waste collected - % of missed pick-ups | 14,000 <1% | 15,000 <1% | 17,000 <1% |

CITY GOAL#7
SAFE & HEALTHY ENVIRONMENT

DEPARTMENT: PUBLIC WORKS AND ENVIRONMENTAL SERVICES

| DEPARTMENT GOALS | DEPARTMENT OBJECTIVES | DEPARTMENT MEASUREMENTS | FY 07 (actual) | FY 08 (estimate) | FY 09 (budget) |
|---|--|---|----------------|------------------|----------------|
| Continually Maintain & Monitor a safe and healthy environment | - Collect & dispose commercial solid waste 1-7 times per week | - # tons of commercial solid waste collected | 63,020 | 62,000 | 65,000 |
| | | - % of missed pick-ups | <3% | <3% | <3% |
| | - Collect & dispose all residential recycling once a week | - # tons of residential recycling collected | 5,715 | 6,005 | 6,125 |
| | | - % of missed pick-ups | <1% | <1% | <1% |
| | - Collect & dispose commercial recycling 1 -6 times per week | - # tons of commercial recycling collected | 33,000 | 128,000 | 131,800 |
| | | - % of missed pick-ups | 1% | 1% | 1% |
| | -Promote community education and awareness regarding solid waste and recycling issues throughout the year and expand upon existing programs. | \$ total revenue from the sale of recyclable materials | 992,000 | 698,000 | 700,000 |
| | | - # of total mail-outs | 5000 | 0 | 0 |
| | | - # of telephone and personal contacts with residents and businesses | 1,600 | 2,500 | 2,500 |
| | | - \$ saved by recycling materials and not sending materials to incinerator | 1.7 million | 2.6 million | 2.9 million |
| | Develop a composting and vegetation chipping pilot program. | - collect tons of compost material as a % that does not go into the landfill. | 0 | 5% | 10% |
| | | - \$ saved through collection of compost that does not go to landfill | 0 | 150,000 | 200,000 |
| | | - \$ generated through pilot composting program and selling of composted mulch. | 0 | 25,000 | 100,000 |
| | | - \$ saved through utilization of city generated mulch for city grounds and parks that does not have to be purchased. | 0 | 1000 | 2500 |
| | Replace existing fixtures with low flow and water conservation use fixtures and toilets throughout City maintained facilities | - gallons of water conserved | 0 | .1 mg/y | .4 mg/y |
| | | - # of fixtures replaced. | 0 | 5 | 35 |

**CITY GOAL#7
SAFE & HEALTHY ENVIRONMENT**

DEPARTMENT: PUBLIC WORKS AND ENVIRONMENTAL SERVICES

| DEPARTMENT GOALS | DEPARTMENT OBJECTIVES | DEPARTMENT MEASUREMENTS | FY 07 (actual) | FY 08 (estimate) | FY 09 (budget) |
|--|--|--|----------------|------------------|----------------|
| Upgrade of City Utility System | -Replace 2” water lines with minimum of 6” water lines & fire hydrants -Repair/replace existing sanitary gravity (sewer) lines throughout the fiscal year -Continue to monitor and upgrade the wastewater pumping stations | - linear footage of lines replaced | 1,300 | 1,300 | 1,300 |
| | | - linear footage of lines repaired/replaced; | 15,000 | 15,000 | 15,000 |
| | | - Daily monitoring for all pump stations | 72 | 72 | 72 |
| Upgrade Of City Drainage System | -Evaluate and replace failing drainage systems | - linear footage of pipe installed; | 1000’ | 1000’ | 1000’ |
| Provide Quality Drinking Water To All Residences And Businesses Within The City Service Area | -Closely monitor the Water Production Process; Upgrade, maintain, and calibrate the Water Plant system and equipment | - # of complaints received on water quality | 14 | 12 | 10 |
| | | - # of awards won by the Water Plant; | 11 | 10 | 10 |
| | | - # of Plant breakdowns/shutdowns requiring assistance from other cities; | 0 | 0 | 0 |
| | | - # of times the City had to use other municipalities’ intertie system due to City emergency situations | 0 | 0 | 0 |
| | | - # of times other municipalities’ had to use the City intertie system due to their emergency situations | 2 | 1 | 1 |
| | Continued compliance with the Safe Water Drinking Act throughout the year | - # of regulatory agency violations | 1 | 0 | 0 |
| | Coordinate the Water Plant Expansion Project on time and within budget | - % of projects completed on schedule | 100% | 100% | 100% |

**CITY GOAL#8
EMPLOYEE DEVELOPMENT & SATISFACTION**

| DEPARTMENT GOALS | DEPARTMENT OBJECTIVES | DEPARTMENT MEASUREMENTS | FY 07 (actual) | FY 08 (estimate) | FY 09 (budget) |
|--|--|---|----------------|------------------|----------------|
| Encourage Employee Development/ Training | - Promote the usage of Quality Teams throughout the Department | -# of quality Teams within the department | 4 | 4 | 4 |

CITY GOAL#8
EMPLOYEE DEVELOPMENT & SATISFACTION

DEPARTMENT: PUBLIC WORKS AND ENVIRONMENTAL SERVICES

| DEPARTMENT GOALS | DEPARTMENT OBJECTIVES | DEPARTMENT MEASUREMENTS | FY 07 (actual) | FY 08 (estimate) | FY 09 (budget) |
|--|--|---|------------------|------------------|------------------|
| | -Provide appropriate training/development Sessions to all Department employees | - # of employees attending training/ development activities - # of hours devoted to training | 130 1,600 | 130 1,600 | 145 1,600 |
| | -Meet with Departmental Management Team once a week | - # of departmental management team meetings # of meetings with individual divisions | 50 320 | 50 320 | 50 320 |
| Re-implement Employee of the Quarter – rewarding employees for exemplary performance | Increase morale. - Give employee opportunity to provide input to director and senior management. - Provide incentives for performance. | - # of employees nominated. | 0 | 4 | 12 |
| Provide in-house training and workshops to staff and cross-training events. | - Provide 1 training event per quarter. | - # of training events - # of employees attending each event. | 0 0 | 3 15 | 10 40 |

Administration Division

The Administration Division oversees all other divisions of the Public Works Department; including the responsibility for budget allocation and quality control.

PERSONNEL SUMMARY

| <u>Grade</u> | <u>Position/Title</u> | <u>06/07</u> | <u>07/08</u> | <u>08/09</u> |
|--------------|---|--------------|--------------|--------------|
| 50 | Division Operations Manager of Public Works | 1 | 1 | 1 |
| 50 | Asst to the Director of Public Works and Env Svcs | 1 | 1 | 1 |
| 48 | Construction Project Manager | 1 | 1 | 1 |
| 28 | Office Supervisor | 1 | 1 | 1 |
| UCL | Administrative Intern (Temporary) | <u>1</u> | <u>1</u> | <u>1</u> |
| | Total | <u>5</u> | <u>5</u> | <u>5</u> |

CAPITAL OUTLAY

| | |
|----------------------------|------------------|
| Audio / Video System | 15,000 |
| Recycling Center Structure | 9,500 |
| Sound dampening tile | 9,500 |
| | <u>\$ 34,000</u> |

EXPENDITURE SUMMARY

| | <u>Actual</u> <u>05/06</u> | <u>Actual</u> <u>06/07</u> | <u>Budget</u> <u>07/08</u> | <u>Budget</u> <u>08/09</u> |
|------------------------|-------------------------------|-------------------------------|-------------------------------|-------------------------------|
| Personal services | \$ 343,840 | \$ 355,590 | \$ 415,369 | \$ 434,550 |
| Operating expenditures | 14,154 | 37,058 | 12,720 | 44,045 |
| Capital outlay | <u>42,158</u> | <u>112,502</u> | <u>60,000</u> | <u>34,000</u> |
| Total | <u>\$ 400,152</u> | <u>\$ 505,150</u> | <u>\$ 488,089</u> | <u>\$ 512,595</u> |

**GENERAL FUND
EXPENDITURES BY OBJECT**

| PUBLIC WORKS Administration Division | 2007-08 | | | | | |
|---|-----------------------|-----------------------|-----------------------------------|--------------------------|-------------------------------|------------------------------|
| | 2005-06 Actual | 2005-06 Actual | Y-T-D Actual (Thru 3/31/08) | 2007-08 Y-T-D %age | 2007-08 Original Budget | 2008-09 Adopted Budget |
| <u>Account Description</u> | | | | | | |
| Regular Salary | 260,806 | 268,069 | 141,368 | 45 | 315,525 | 354,760 |
| Overtime | 4,928 | - | - | - | - | - |
| Longevity | 9,767 | 11,449 | 6,335 | 48 | 13,335 | 15,955 |
| Sick Leave Conversion Pay | 4,816 | 5,168 | 5,375 | 83 | 6,500 | 6,000 |
| <i>Salaries & Wages</i> | <u>280,317</u> | <u>284,686</u> | <u>153,078</u> | <u>46</u> | <u>335,360</u> | <u>376,715</u> |
| FICA | 21,248 | 21,732 | 11,606 | 45 | 25,675 | 28,875 |
| <i>Payroll Taxes</i> | <u>21,248</u> | <u>21,732</u> | <u>11,606</u> | <u>45</u> | <u>25,675</u> | <u>28,875</u> |
| Nonuniformed Pension Plan | 27,750 | 35,228 | 9,149 | 25 | 36,594 | 8,330 |
| ICMA Pension Plan | 14,525 | 13,944 | 8,009 | 45 | 17,740 | 20,630 |
| <i>Pension Contributions</i> | <u>42,275</u> | <u>49,172</u> | <u>17,158</u> | <u>32</u> | <u>54,334</u> | <u>28,960</u> |
| Other Contractual Services | 2,383 | 4,581 | 2,795 | - | - | - |
| <i>Other Contractual Services</i> | <u>2,383</u> | <u>4,581</u> | <u>2,795</u> | <u>-</u> | <u>-</u> | <u>-</u> |
| Pager Rental | 173 | - | - | - | - | - |
| <i>Communication Services</i> | <u>173</u> | <u>-</u> | <u>-</u> | <u>-</u> | <u>-</u> | <u>-</u> |
| Office Supplies | 4,563 | 4,655 | 2,591 | 65 | 4,000 | 4,000 |
| Professional Publications | 500 | - | 208 | 42 | 500 | 500 |
| Minor Equip, Tools & Hdwe | 576 | 21,793 | 2,603 | 104 | 2,500 | 6,325 |
| Medical and Lab Supplies | 140 | 167 | 43 | 29 | 150 | 150 |
| Other Commodities | 1,070 | 960 | 941 | 94 | 1,000 | 1,500 |
| <i>Materials and Supplies</i> | <u>6,849</u> | <u>27,575</u> | <u>6,386</u> | <u>78</u> | <u>8,150</u> | <u>12,475</u> |
| Copier Lease | 2,568 | 1,360 | 1,061 | 51 | 2,070 | 2,070 |
| <i>Rentals and Leases</i> | <u>2,568</u> | <u>1,360</u> | <u>1,061</u> | <u>51</u> | <u>2,070</u> | <u>2,070</u> |
| Printing | 898 | 969 | 164 | 16 | 1,000 | 1,000 |
| Govt Fees and Permits | - | - | - | - | - | 27,000 |
| Dues & Memberships | 1,283 | 2,573 | 1,444 | 96 | 1,500 | 1,500 |
| <i>Other Operating Expenditures</i> | <u>2,181</u> | <u>3,542</u> | <u>1,608</u> | <u>64</u> | <u>2,500</u> | <u>29,500</u> |
| Buildings | - | 9,954 | - | - | - | 24,500 |
| Automotive Equipment | 42,158 | - | - | - | - | - |
| Office Mach and Equip | - | 102,548 | - | - | 60,000 | 9,500 |
| <i>Capital Outlay</i> | <u>42,158</u> | <u>112,502</u> | <u>-</u> | <u>-</u> | <u>60,000</u> | <u>34,000</u> |
| Total Administration | <u>400,152</u> | <u>505,150</u> | <u>193,692</u> | <u>40</u> | <u>488,089</u> | <u>512,595</u> |

Facilities Maintenance Division

The Facilities Maintenance division strives to efficiently maintain the buildings and facilities of all city-owned properties. This service is provided by working in cooperation with all city departments, various Broward County departments, an assortment of state agencies, Florida Power and Light and numerous private contractors and vendors.

Responsibilities of Facilities Maintenance include the following: all electrical, mechanical, plumbing, painting, carpentry, roof repair, pest control and security alarm to the City of Deerfield Beach's municipal buildings and public facilities. Also, the division provides for coordination and direct supervision for many special projects for the City including departmental facility projects, city renovations, and holiday decorations. In addition, Facilities Maintenance serves as construction review for all new city projects. Budgetary items for the division include the funding for all of the aforementioned items, as well as funding for the electric, water and sewer utilities consumed at city owned facilities.

PERSONAL SERVICES

| <u>Grade</u> | <u>Position/Title</u> | <u>06/07</u> | <u>07/08</u> | <u>08/09</u> |
|--------------|----------------------------------|-----------------|-----------------|-----------------|
| 48 | Facilities Manager | 1 | 1 | 1 |
| 28 | Lead Facilities Technician | 1 | 1 | 1 |
| 26 | Facilities Technician | 3 | 4 | 4 |
| 20 | Maintenance Worker I (part-time) | <u>1</u> | <u>0</u> | <u>0</u> |
| | Total | <u>6</u> | <u>6</u> | <u>6</u> |

CAPITAL OUTLAY

| | |
|--|-------------------|
| Pier - Electrical Panels | \$ 8,000 |
| Senior Services - restrooms ADA compliance | 100,000 |
| Constitution Park - restrooms ADA compliance | 40,000 |
| City Hall - Piping restrooms | 35,000 |
| City Hall - Electrical Panels | 10,000 |
| Main beach - Light poles & fixtures | 60,000 |
| Public Works - Electric brake press | 10,000 |
| | <u>\$ 263,000</u> |

EXPENDITURE SUMMARY

| | <u>Actual</u> <u>05/06</u> | <u>Actual</u> <u>06/07</u> | <u>Budget</u> <u>07/08</u> | <u>Budget</u> <u>08/09</u> |
|------------------------|-------------------------------|-------------------------------|-------------------------------|-------------------------------|
| Personal services | \$ 422,424 | \$ 440,216 | \$ 496,439 | \$ 507,265 |
| Operating expenditures | 2,602,697 | 2,690,462 | 2,917,999 | 3,191,550 |
| Capital outlay | 67,087 | 584,660 | 200,000 | 263,000 |
| Total | <u>\$ 3,092,208</u> | <u>\$ 3,715,338</u> | <u>\$ 3,614,438</u> | <u>\$ 3,961,815</u> |

**GENERAL FUND
EXPENDITURES BY OBJECT**

| PUBLIC WORKS Facilities Maintenance Division | 2007-08 | | | | | |
|---|-------------------|-------------------|-----------------------------------|--------------------------|-------------------------------|------------------------------|
| | 2005-06 Actual | 2006-07 Actual | Y-T-D Actual (Thru 3/31/08) | 2007-08 Y-T-D %age | 2007-08 Original Budget | 2008-09 Adopted Budget |
| <u>Account Description</u> | | | | | | |
| Regular Salary | 301,132 | 328,864 | 187,977 | 52 | 363,905 | 384,900 |
| Overtime | 38,800 | 20,944 | 12,223 | 41 | 30,000 | 35,000 |
| Longevity | 8,114 | 9,546 | 5,533 | 52 | 10,565 | 12,065 |
| Automobile Allowance | 2,769 | - | - | - | - | - |
| Sick Leave Conversion Pay | 5,649 | 6,745 | 7,899 | 105 | 7,500 | 8,000 |
| <i>Salaries & Wages</i> | <u>356,464</u> | <u>366,099</u> | <u>213,632</u> | <u>52</u> | <u>411,970</u> | <u>439,965</u> |
| FICA | 26,764 | 27,481 | 16,186 | 51 | 32,025 | 33,390 |
| <i>Payroll Taxes</i> | <u>26,764</u> | <u>27,481</u> | <u>16,186</u> | <u>51</u> | <u>32,025</u> | <u>33,390</u> |
| Nonuniformed Pension Plan | 17,851 | 22,174 | 5,947 | 25 | 23,789 | - |
| ICMA Pension Plan | 21,345 | 24,462 | 13,618 | 48 | 28,655 | 33,910 |
| <i>Pension Contributions</i> | <u>39,196</u> | <u>46,636</u> | <u>19,565</u> | <u>37</u> | <u>52,444</u> | <u>33,910</u> |
| Custodial Services | 138,263 | 146,486 | 103,974 | 52 | 200,000 | 200,000 |
| Plumbing Services | 27,720 | 18,095 | 7,020 | 23 | 30,000 | 33,000 |
| Electrical Services | 69,268 | 67,083 | 15,472 | 31 | 50,000 | 55,000 |
| Serv to Maint Buildings | 178,197 | 207,668 | 108,425 | 94 | 115,000 | 125,000 |
| Roof Repair & Replacement | 20,515 | 21,515 | 8,975 | 36 | 25,000 | 25,000 |
| Pest Control Services | 16,492 | 20,251 | 7,587 | 51 | 15,000 | 15,000 |
| Fence Repair & Maint | 47,672 | 53,498 | 31,363 | 105 | 30,000 | 35,000 |
| Ballfield Light Replacement | 6,250 | 11,775 | 2,167 | 33 | 6,500 | 6,300 |
| Electrical Serv Emergency | 14,832 | 22,001 | 16,473 | 110 | 15,000 | 25,000 |
| Street Light Services | 88,264 | 112,210 | 104,415 | 190 | 55,000 | 140,000 |
| Air Conditioning Services | 57,601 | 86,902 | 17,259 | 27 | 65,000 | 60,000 |
| Air Conditioning Emer Svc | 24,644 | 47,979 | 16,656 | 67 | 25,000 | 23,000 |
| Plumbing Emergency Serv | 15,572 | 18,468 | 14,775 | 74 | 20,000 | 22,000 |
| Lock and Key Service | 22,258 | 16,845 | 10,317 | 69 | 15,000 | 15,000 |
| Roof Emergency Services | 8,248 | 14,710 | 2,400 | 28 | 8,500 | 8,500 |
| Paint Services | 14,690 | 34,557 | 35,543 | 474 | 7,500 | 10,000 |
| Flooring Services | 13,198 | 14,712 | 4,992 | 42 | 12,000 | 12,000 |
| Repair & Maintenance Services | 13,883 | 6,640 | 9,571 | 128 | 7,500 | 20,000 |
| Fuel Tank Services | - | - | 5,849 | 11 | 52,149 | 40,000 |
| <i>Repair and Maint. Services</i> | <u>777,567</u> | <u>921,395</u> | <u>523,233</u> | <u>69</u> | <u>754,149</u> | <u>869,800</u> |
| Other Contractual Services | - | 34,334 | 52,830 | 101 | 52,100 | 50,000 |
| <i>Other Contractual Services</i> | <u>-</u> | <u>34,334</u> | <u>52,830</u> | <u>101</u> | <u>52,100</u> | <u>50,000</u> |
| Electric | 501,263 | 531,191 | 224,637 | 41 | 550,000 | 700,000 |
| Water and Sewer | 1,030,155 | 878,274 | 377,682 | 30 | 1,250,000 | 1,250,000 |
| <i>Utility Services</i> | <u>1,531,418</u> | <u>1,409,465</u> | <u>602,319</u> | <u>33</u> | <u>1,800,000</u> | <u>1,950,000</u> |
| Pager Rental | 375 | (72) | - | - | - | - |
| <i>Communication Services</i> | <u>375</u> | <u>(72)</u> | <u>-</u> | <u>-</u> | <u>-</u> | <u>-</u> |

**GENERAL FUND
EXPENDITURES BY OBJECT**

| PUBLIC WORKS Facilities Maintenance Division | 2007-08 | | | | | |
|---|-------------------------|-------------------------|-----------------------------------|--------------------------|-------------------------------|------------------------------|
| | 2005-06 Actual | 2006-07 Actual | Y-T-D Actual (Thru 3/31/08) | 2007-08 Y-T-D %age | 2007-08 Original Budget | 2008-09 Adopted Budget |
| <u>Account Description</u> | | | | | | |
| Clothing Allowance | 861 | 1,122 | 1,207 | 80 | 1,500 | 1,500 |
| Office Supplies | 235 | 845 | 45 | - | - | - |
| Clean and Sani Supplies | 59,069 | 66,241 | 28,262 | 35 | 80,000 | 83,000 |
| Minor Equip, Tools & Hdwe | 5,912 | 32,161 | 3,851 | 13 | 29,000 | 25,000 |
| Plumbing Materials | 6,600 | 9,267 | 2,047 | 23 | 9,000 | 10,000 |
| Matl to Maintain Buildings | 66,254 | 82,973 | 12,283 | 20 | 60,000 | 65,000 |
| Matl to Maintain Equipment | 10,858 | 7,252 | 3,052 | 47 | 6,500 | 6,500 |
| Matl to Maintain Other | 14,010 | 15,807 | 2,489 | 21 | 12,000 | 20,000 |
| Matl for Misc Projects | 44,084 | 29,091 | 5,267 | 18 | 30,000 | 30,000 |
| Electrical Materials | 24,063 | 20,490 | 21,136 | 117 | 18,000 | 25,000 |
| Air Conditioning Materials | 1,109 | 2,651 | 1,052 | 53 | 2,000 | 2,000 |
| Paint Materials | 9,436 | 12,743 | 6,592 | 55 | 12,000 | 12,000 |
| Flooring Materials | 2,531 | 52 | - | - | 3,000 | 3,000 |
| Other Commodities | 7,011 | 5,673 | 3,104 | 52 | 6,000 | 6,000 |
| <i>Materials and Supplies</i> | <u>252,033</u> | <u>286,368</u> | <u>90,387</u> | <u>34</u> | <u>269,000</u> | <u>289,000</u> |
| Rent of Equipment | 1,310 | 2,751 | - | - | 2,000 | 2,000 |
| Rent of Security System | 13,062 | 17,155 | 11,512 | 77 | 15,000 | 10,000 |
| Holiday Decorations Exp | 26,704 | 18,860 | 30,099 | 120 | 25,000 | 20,000 |
| <i>Rentals and Leases</i> | <u>41,076</u> | <u>38,766</u> | <u>41,611</u> | <u>99</u> | <u>42,000</u> | <u>32,000</u> |
| Laundry and Cleaning | 228 | 206 | 84 | 11 | 750 | 750 |
| <i>Other Operating Expenditures</i> | <u>228</u> | <u>206</u> | <u>84</u> | <u>11</u> | <u>750</u> | <u>750</u> |
| Buildings | 64,512 | 464,776 | - | - | 200,000 | 263,000 |
| Impr Other Than Buildings | 2,575 | 119,884 | - | - | - | - |
| <i>Capital Outlay</i> | <u>67,087</u> | <u>584,660</u> | <u>-</u> | <u>-</u> | <u>200,000</u> | <u>263,000</u> |
| Total Facilities Maintenance | <u>3,092,208</u> | <u>3,715,338</u> | <u>1,559,847</u> | <u>43</u> | <u>3,614,438</u> | <u>3,961,815</u> |

Fleet Maintenance Division

The Fleet Maintenance Division is responsible for the preventative maintenance, repair, fueling and recapitalization of the City's fleet of vehicles and machinery. This division also maintains complete records of all City-owned equipment and machinery and maintains all physical inventories of parts and supplies necessary for daily operations of the Public Works' and Environmental Services Department.

PERSONNEL SUMMARY

| <u>Grade</u> | <u>Position/Title</u> | <u>06/07</u> | <u>07/08</u> | <u>08/09</u> |
|--------------|----------------------------------|------------------|------------------|------------------|
| 48 | Fleet Manager | 1 | 1 | 1 |
| 32 | Mechanic Fleet Supervisor | 1 | 1 | 1 |
| 30 | Lead Mechanic | 1 | 1 | 1 |
| 28 | Mechanic III | 3 | 4 | 4 |
| 24 | Mechanic II | 4 | 2 | 2 |
| 20 | Mechanic I (1 part-time) | 2 | 3 | 3 |
| 20 | Parts Specialist | 2 | 2 | 2 |
| 24 | Fleet Maintenance Coordinator | 1 | 1 | 1 |
| 28 | Welder | 1 | 1 | 1 |
| UCL | Maintenance Worker I (part-time) | <u>1</u> | <u>1</u> | <u>1</u> |
| | Total | <u>17</u> | <u>17</u> | <u>17</u> |

CAPITAL OUTLAY REQUESTED

| | |
|------------------------------------|--------------------------|
| Utility vehicle* | \$ 16,000 |
| Fuel management devices and remote | 80,000 |
| Mobile Lifting station | <u>22,000</u> |
| | <u>\$ 118,000</u> |

*Vehicle will be lease/purchased over a 3-year period. See debt service section.

EXPENDITURE SUMMARY

| | <u>Actual</u> <u>05/06</u> | <u>Actual</u> <u>06/07</u> | <u>Budget</u> <u>07/08</u> | <u>Budget</u> <u>08/09</u> |
|------------------------|-------------------------------|-------------------------------|-------------------------------|-------------------------------|
| Personal services | \$ 807,009 | \$ 840,489 | \$ 1,000,847 | \$ 1,080,750 |
| Operating expenditures | 391,906 | 438,845 | 463,100 | 497,700 |
| Capital outlay | <u>37,221</u> | <u>-</u> | <u>147,000</u> | <u>118,000</u> |
| Total | <u>\$ 1,236,136</u> | <u>\$ 1,279,334</u> | <u>\$ 1,610,947</u> | <u>\$ 1,696,450</u> |

**GENERAL FUND
EXPENDITURES BY OBJECT**

| PUBLIC WORKS Fleet Maintenance Division | 2007-08 | | | | | |
|--|-------------------|-------------------|-----------------------------------|--------------------------|-------------------------------|------------------------------|
| | 2005-06 Actual | 2006-07 Actual | Y-T-D Actual (Thru 3/31/08) | 2007-08 Y-T-D %age | 2007-08 Original Budget | 2008-09 Adopted Budget |
| <u>Account Description</u> | | | | | | |
| Regular Salary | 633,803 | 686,676 | 371,362 | 46 | 804,385 | 890,600 |
| Overtime | 32,401 | 2,089 | 10,347 | 69 | 15,000 | 15,000 |
| Longevity | 12,082 | 13,822 | 7,682 | 44 | 17,365 | 21,280 |
| Sick Leave Conversion Pay | 7,380 | 7,361 | 9,138 | 102 | 9,000 | 10,000 |
| <i>Salaries & Wages</i> | <u>685,666</u> | <u>709,948</u> | <u>398,529</u> | <u>47</u> | <u>845,750</u> | <u>936,880</u> |
| FICA | 49,345 | 51,396 | 28,701 | 44 | 64,775 | 71,745 |
| <i>Payroll Taxes</i> | <u>49,345</u> | <u>51,396</u> | <u>28,701</u> | <u>44</u> | <u>64,775</u> | <u>71,745</u> |
| Nonuniformed Pension Plan | 24,634 | 31,240 | 7,702 | 25 | 30,807 | 7,280 |
| ICMA Pension Plan | 47,364 | 47,905 | 27,494 | 46 | 59,515 | 64,845 |
| <i>Pension Contributions</i> | <u>71,998</u> | <u>79,145</u> | <u>35,196</u> | <u>39</u> | <u>90,322</u> | <u>72,125</u> |
| Programming/ Software | - | 1,500 | - | - | - | - |
| <i>Professional Services</i> | <u>-</u> | <u>1,500</u> | <u>-</u> | <u>-</u> | <u>-</u> | <u>-</u> |
| Serv to Maintain Equipment | 3,287 | 2,109 | 1,125 | 56 | 2,000 | 2,200 |
| <i>Repair and Maint Services</i> | <u>3,287</u> | <u>2,109</u> | <u>1,125</u> | <u>56</u> | <u>2,000</u> | <u>2,200</u> |
| Clothing Allowance | 3,112 | 3,063 | 2,176 | 62 | 3,500 | 3,500 |
| Office Supplies | - | 310 | - | - | - | - |
| Professional Publications | 428 | 327 | - | - | 500 | 500 |
| Clean and Sani Supplies | 1,258 | 6,863 | 2,313 | 19 | 12,000 | 12,000 |
| Minor Equip, Tools & Hdwe | 14,084 | 14,372 | 7,576 | 43 | 17,500 | 17,500 |
| Matl to Maint Equipment | 17,251 | 18,758 | 6,769 | 45 | 15,000 | 15,000 |
| <i>Materials and Supplies</i> | <u>36,133</u> | <u>43,693</u> | <u>18,834</u> | <u>39</u> | <u>48,500</u> | <u>48,500</u> |
| License Tags | 1,979 | 2,057 | 836 | 42 | 2,000 | 2,000 |
| Vehicle Painting | 6,202 | 2,007 | 3,675 | 74 | 5,000 | 8,500 |
| Auto Body Repair | 11,216 | 18,500 | 12,486 | 83 | 15,000 | 18,500 |
| Gasoline | 109,645 | 164,378 | 84,203 | 56 | 150,000 | 160,000 |
| Diesel Fuel | 130,606 | 91,661 | 55,502 | 37 | 150,000 | 160,000 |
| Matl to Maint Vehicles | 60,909 | 69,774 | 33,495 | 56 | 60,000 | 65,000 |
| Tires | 15,343 | 20,846 | 10,433 | 66 | 15,750 | 17,000 |
| Batteries | 1,493 | 3,291 | 3,419 | 114 | 3,000 | 4,000 |
| Oil and Lubricants | 1,695 | 3,270 | 1,120 | 37 | 3,000 | 3,000 |
| Propane Gas | 5,993 | 7,857 | 4,241 | - | - | - |
| Compressed Natural Gas | 49 | 189 | 24 | 5 | 500 | 500 |
| <i>Vehicle Operating Expense</i> | <u>345,130</u> | <u>383,830</u> | <u>209,434</u> | <u>52</u> | <u>404,250</u> | <u>438,500</u> |

**GENERAL FUND
EXPENDITURES BY OBJECT**

| PUBLIC WORKS Fleet Maintenance Division | 2005-06 Actual | 2006-07 Actual | 2007-08 Y-T-D Actual | 2007-08 Y-T-D %age | 2007-08 Original Budget | 2008-09 Adopted Budget |
|--|-------------------------|-------------------------|----------------------------|--------------------------|-------------------------------|------------------------------|
| | | | (Thru 3/31/08) | | | |
| <u>Account Description</u> | | | | | | |
| Printing | 968 | 1,381 | 418 | 42 | 1,000 | 1,000 |
| Freight and Cartage | 115 | 38 | - | - | - | - |
| Laundry and Cleaning | 5,402 | 4,970 | 2,967 | 46 | 6,500 | 6,500 |
| Storage Tank Permits | 250 | 490 | 565 | - | - | - |
| Dues & Memberships | 621 | 834 | 853 | 100 | 850 | 1,000 |
| <i>Other Operating Expenditures</i> | <u>7,356</u> | <u>7,713</u> | <u>4,803</u> | <u>58</u> | <u>8,350</u> | <u>8,500</u> |
| Automotive Equipment | 37,221 | - | - | - | - | 16,000 |
| Other Mach and Equipment | - | - | 110,555 | 75 | 147,000 | 102,000 |
| <i>Capital Outlay</i> | <u>37,221</u> | <u>-</u> | <u>110,555</u> | <u>75</u> | <u>147,000</u> | <u>118,000</u> |
| Total Fleet Maintenance | <u>1,236,136</u> | <u>1,279,334</u> | <u>807,177</u> | <u>50</u> | <u>1,610,947</u> | <u>1,696,450</u> |

Grounds Maintenance Division

The Grounds Maintenance Division provides cutting, trimming and planting for all City-owned property and right-of-ways. This includes chemical spraying programs, maintaining irrigation systems on City properties, renovation of landscape, beachfront and median maintenance.

PERSONNEL SUMMARY

| <u>Grade</u> | <u>Position/Title</u> | <u>06/07</u> | <u>07/08</u> | <u>08/09</u> |
|--------------|------------------------------------|--------------|--------------|--------------|
| 46 | Grounds Maintenance Manager | 2 | 2 | 2 |
| 48 | City Landscaper | 1 | 1 | 1 |
| 26 | Landscape Specialist | 1 | 1 | 1 |
| 24 | Landscape Technician | 1 | 1 | 1 |
| 24 | Chemical Specialist | 3 | 3 | 4 |
| 24 | Irrigation Specialist | 3 | 3 | 3 |
| 26 | Equipment Operator III | 4 | 4 | 4 |
| 24 | Equipment Operator II | 3 | 3 | 3 |
| 22 | Equipment Operator I | 4 | 4 | 3 |
| 22 | Maintenance Worker II | 3 | 3 | 3 |
| 20 | Maintenance Worker I (8 part-time) | <u>21</u> | <u>21</u> | <u>21</u> |
| | Total | <u>46</u> | <u>46</u> | <u>46</u> |

CAPITAL OUTLAY REQUESTED

| | |
|------------------|-------------------|
| Utility vehicle* | \$ 24,000 |
| Tractor* | 75,000 |
| Loader* | 57,000 |
| | <u>\$ 156,000</u> |

*Vehicles will be lease/purchased over a 3-year period. See debt service section.

EXPENDITURE SUMMARY

| | <u>Actual</u> <u>05/06</u> | <u>Actual</u> <u>06/07</u> | <u>Budget</u> <u>07/08</u> | <u>Budget</u> <u>08/09</u> |
|------------------------|-------------------------------|-------------------------------|-------------------------------|-------------------------------|
| Personal services | \$ 1,932,355 | \$ 2,101,650 | \$ 2,269,938 | \$ 2,320,255 |
| Operating expenditures | 402,063 | 422,526 | 200,846 | 305,500 |
| Capital outlay | <u>94,551</u> | <u>34,149</u> | - | 156,000 |
| Total | <u>\$ 2,428,969</u> | <u>\$ 2,558,325</u> | <u>\$ 2,470,784</u> | <u>\$ 2,781,755</u> |

**GENERAL FUND
EXPENDITURES BY OBJECT**

| PUBLIC WORKS Grounds Maintenance Division | 2007-08 | | | | | |
|--|------------------|------------------|--------------------------|---------------|--------------------|-------------------|
| | 2005-06 | 2006-07 | Y-T-D | 2007-08 | 2007-08 | 2008-09 |
| | Actual | Actual | Actual (Thru 3/31/08) | Y-T-D %age | Original Budget | Adopted Budget |
| <u>Account Description</u> | | | | | | |
| Regular Salary | 1,441,107 | 1,656,628 | 834,006 | 47 | 1,785,295 | 1,917,205 |
| Overtime | 107,980 | 28,610 | 17,399 | 174 | 10,000 | 18,000 |
| Longevity | 43,112 | 46,413 | 23,419 | 40 | 58,755 | 60,865 |
| Sick Leave Conversion Pay | 18,558 | 17,772 | 24,161 | 115 | 21,000 | 25,500 |
| <i>Salaries & Wages</i> | <u>1,610,757</u> | <u>1,749,423</u> | <u>898,985</u> | <u>48</u> | <u>1,875,050</u> | <u>2,021,570</u> |
| FICA | 119,055 | 129,681 | 66,307 | 45 | 145,920 | 152,910 |
| <i>Payroll Taxes</i> | <u>119,055</u> | <u>129,681</u> | <u>66,307</u> | <u>45</u> | <u>145,920</u> | <u>152,910</u> |
| Nonuniformed Pension Plan | 114,993 | 120,974 | 32,790 | 25 | 131,158 | 21,970 |
| ICMA Pension Plan | 87,550 | 101,572 | 57,047 | 48 | 117,810 | 123,805 |
| <i>Pension Contributions</i> | <u>202,543</u> | <u>222,546</u> | <u>89,837</u> | <u>36</u> | <u>248,968</u> | <u>145,775</u> |
| Programming Software | - | - | - | - | - | 11,800 |
| <i>Professional Services</i> | <u>-</u> | <u>-</u> | <u>-</u> | <u>-</u> | <u>-</u> | <u>11,800</u> |
| Canal Maint/Dredging | 15,490 | 7,500 | - | - | - | 50,000 |
| Tree Maintenance | 56,739 | 50,386 | 9,835 | 197 | 5,000 | 20,000 |
| Other Contractual Services | 21,830 | 613 | 5,889 | 84 | 7,000 | 10,000 |
| <i>Other Contractual Services</i> | <u>94,059</u> | <u>58,499</u> | <u>15,724</u> | <u>131</u> | <u>12,000</u> | <u>80,000</u> |
| Pager Rental | 217 | (19) | - | - | - | - |
| <i>Communication Services</i> | <u>217</u> | <u>(19)</u> | <u>-</u> | <u>-</u> | <u>-</u> | <u>-</u> |
| Clothing Allowance | 7,265 | 6,999 | 5,684 | 81 | 7,000 | 7,200 |
| Office Supplies | 503 | - | - | - | - | - |
| Professional Publications | 80 | 874 | - | - | 500 | 500 |
| Agri and Hort Supplies | 54,243 | 88,141 | 18,690 | 47 | 40,000 | 50,000 |
| Chemicals | 26,020 | 21,890 | 12,098 | 67 | 18,000 | 23,000 |
| Minor Equip, Tools & Hdwe | 13,682 | 31,758 | 5,259 | 35 | 15,000 | 15,000 |
| Mulch | 16,888 | 35,846 | 1,239 | 4 | 35,000 | 35,000 |
| Traffic Control, Signs | 3,799 | 1,860 | - | - | 1,500 | 1,500 |
| Top Soil | 13,170 | 10,579 | 500 | 10 | 5,000 | 5,000 |
| Matl to Maint Equipment | 22,218 | (530) | - | - | - | - |
| Matl to Maint Other | 46,039 | 61,777 | 6,162 | 41 | 15,000 | 17,500 |
| Sod | 27,254 | 23,698 | 2,297 | 13 | 18,346 | 18,000 |
| Sand Pine Preserve | 3,675 | 7,752 | - | - | 2,000 | 2,000 |
| Matl for Misc Projects | 60,064 | 57,787 | 3,250 | 16 | 20,000 | 20,000 |
| Topiary Deer | 154 | 1,350 | - | - | - | - |
| Other Commodities | 27 | - | - | - | - | - |
| <i>Materials and Supplies</i> | <u>295,081</u> | <u>349,781</u> | <u>55,179</u> | <u>31</u> | <u>177,346</u> | <u>194,700</u> |
| Rent of Equipment | 3,993 | 5,784 | 7,878 | 525 | 1,500 | 8,000 |
| <i>Rentals and Leases</i> | <u>3,993</u> | <u>5,784</u> | <u>7,878</u> | <u>525</u> | <u>1,500</u> | <u>8,000</u> |

**GENERAL FUND
EXPENDITURES BY OBJECT**

| PUBLIC WORKS Grounds Maintenance Division | 2007-08 | | | | | |
|---|--------------------------|--------------------------|-----------------------------------|--------------------------|-------------------------------|------------------------------|
| | 2005-06 <u>Actual</u> | 2006-07 <u>Actual</u> | Y-T-D Actual (Thru 3/31/08) | 2007-08 Y-T-D %age | 2007-08 Original Budget | 2008-09 Adopted Budget |
| <u>Account Description</u> | | | | | | |
| Laundry and Cleaning | 8,121 | 6,923 | 3,390 | 38 | 9,000 | 9,000 |
| Freight, Cartage, Gov't Fees & Permits | 65 | 290 | 290 | 145 | 200 | 500 |
| Dues & Memberships | <u>527</u> | <u>1,268</u> | <u>339</u> | <u>42</u> | <u>800</u> | <u>1,500</u> |
| <i>Other Operating Expenditures</i> | <u>8,713</u> | <u>8,481</u> | <u>4,019</u> | <u>40</u> | <u>10,000</u> | <u>11,000</u> |
| | | | | | | |
| Improv Other Than Buildings | 42,800 | - | 22,825 | - | - | - |
| Automotive Equipment | 51,751 | - | - | - | - | 156,000 |
| Other Mach and Equipment | <u>-</u> | <u>34,149</u> | <u>-</u> | <u>-</u> | <u>-</u> | <u>-</u> |
| <i>Capital Outlay</i> | <u>94,551</u> | <u>34,149</u> | <u>22,825</u> | <u>-</u> | <u>-</u> | <u>156,000</u> |
| | | | | | | |
| Total Grounds Maintenance | <u>2,428,969</u> | <u>2,558,325</u> | <u>1,160,754</u> | <u>47</u> | <u>2,470,784</u> | <u>2,781,755</u> |
| | | | | | | |
| TOTAL PUBLIC WORKS | <u>7,157,465</u> | <u>8,058,147</u> | <u>3,721,470</u> | <u>45</u> | <u>8,184,258</u> | <u>8,952,615</u> |

Parks & Recreation

**Administration
Recreation
Parks
Special Events**

DEPARTMENT DESCRIPTION

The City's parks system consists of 266 developed acres at 30 sites. Amenities included in the City's system of parks include a gymnasium, several outdoor basketball courts, two roller hockey rinks, tennis courts and tot lots. Residents and visitors alike can also experience our Blue Wave award-winning beach, our mini parks, neighborhood parks, community parks, nature preserves and cemeteries. In addition, a wide variety of recreational, social and cultural programs are available at our community centers. The Department also sponsors a wide variety of special events throughout the year, including Mango Festival, Founders' Day, Beach Blowout, Martin Luther King, Jr. Day celebration.

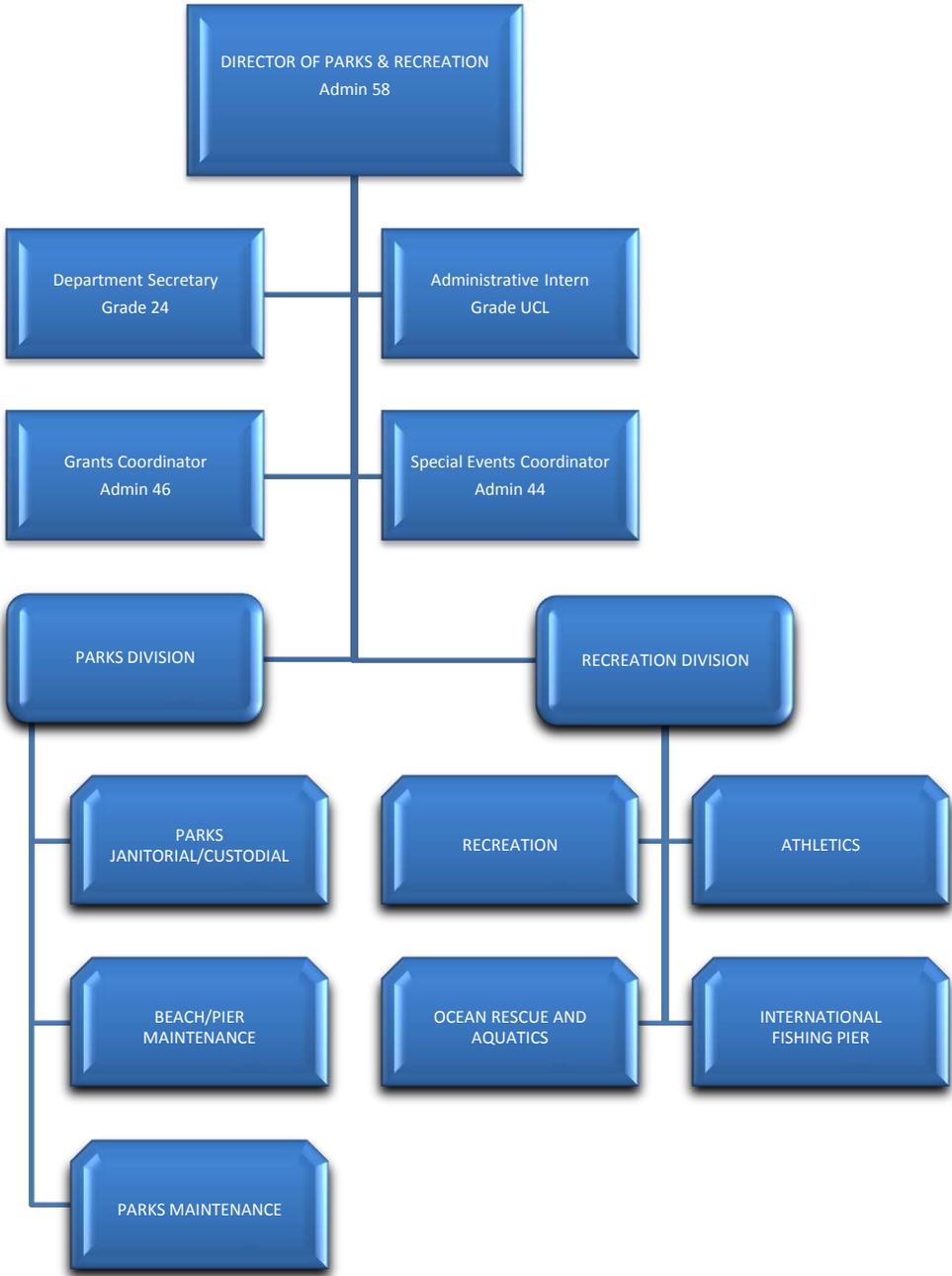
The Community Services Department has been re-organized, which includes expanded responsibilities, services in the annexed unincorporated area, and name change. The name has been changed to PARKS & RECREATION DEPARTMENT, which is conducive to the type of service that is provided by this department. The four divisions of the Parks & Recreation Department are:

1. Administration
2. Recreation
3. Parks
4. Pier

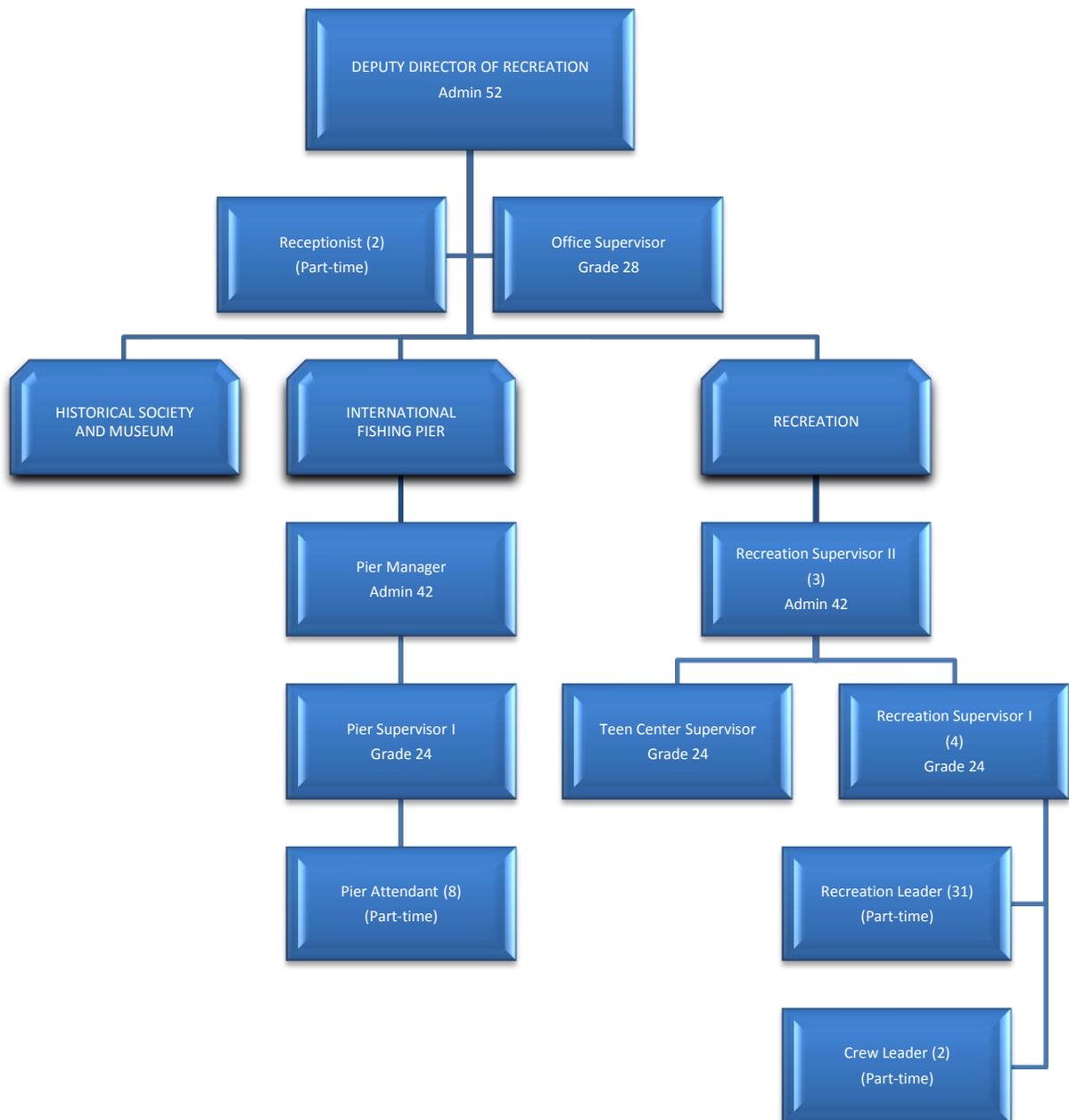
DEPARTMENT GOALS

- Beautify, maintain and enhance the City's parks and cemeteries
- Increase customer satisfaction with outstanding community services
- Encourage private sector involvement in the City's cultural and recreational activities
- Improve the quality of life through appropriate cultural/recreational programs
- Provide outstanding beach safety services
- Market and effectively communicate all cultural and recreational programs to the public
- Encourage employee training and development

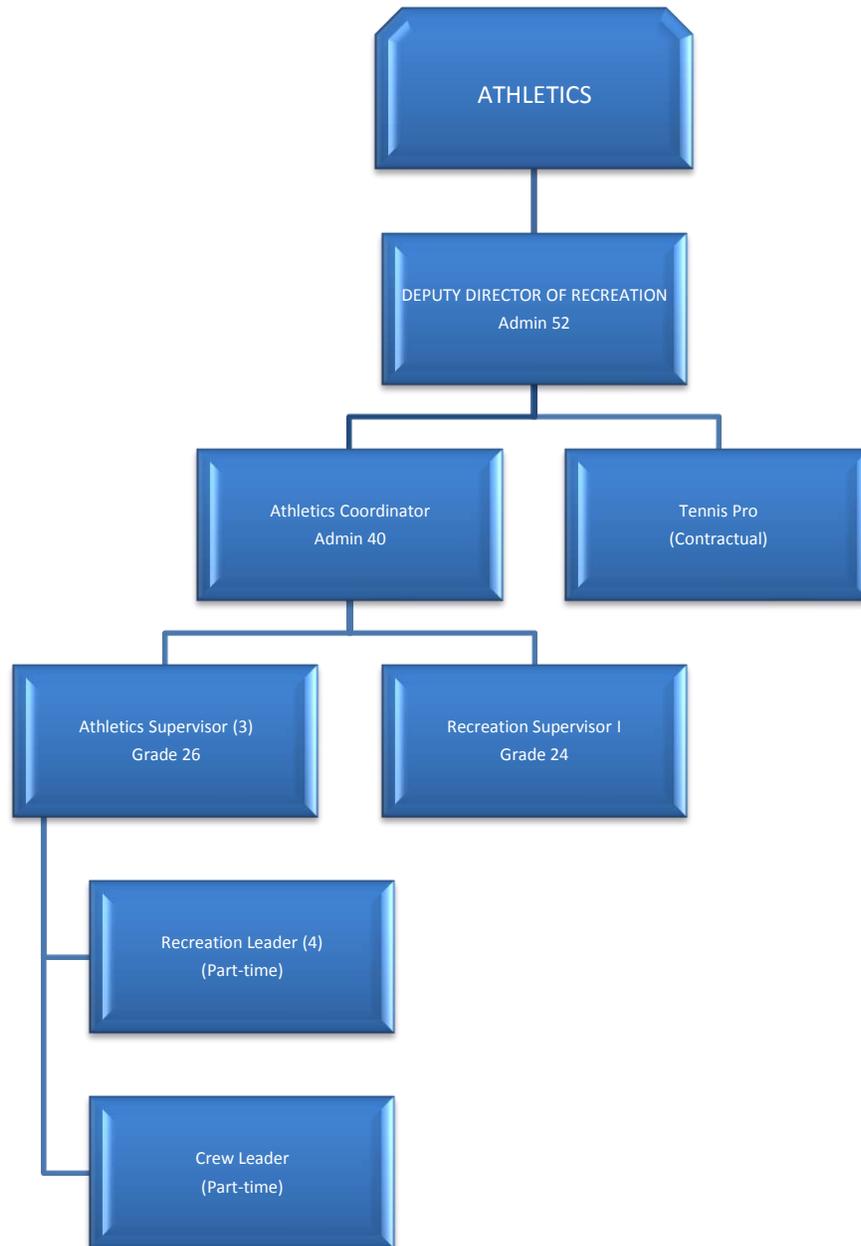
Parks & Recreation Department Organization Chart



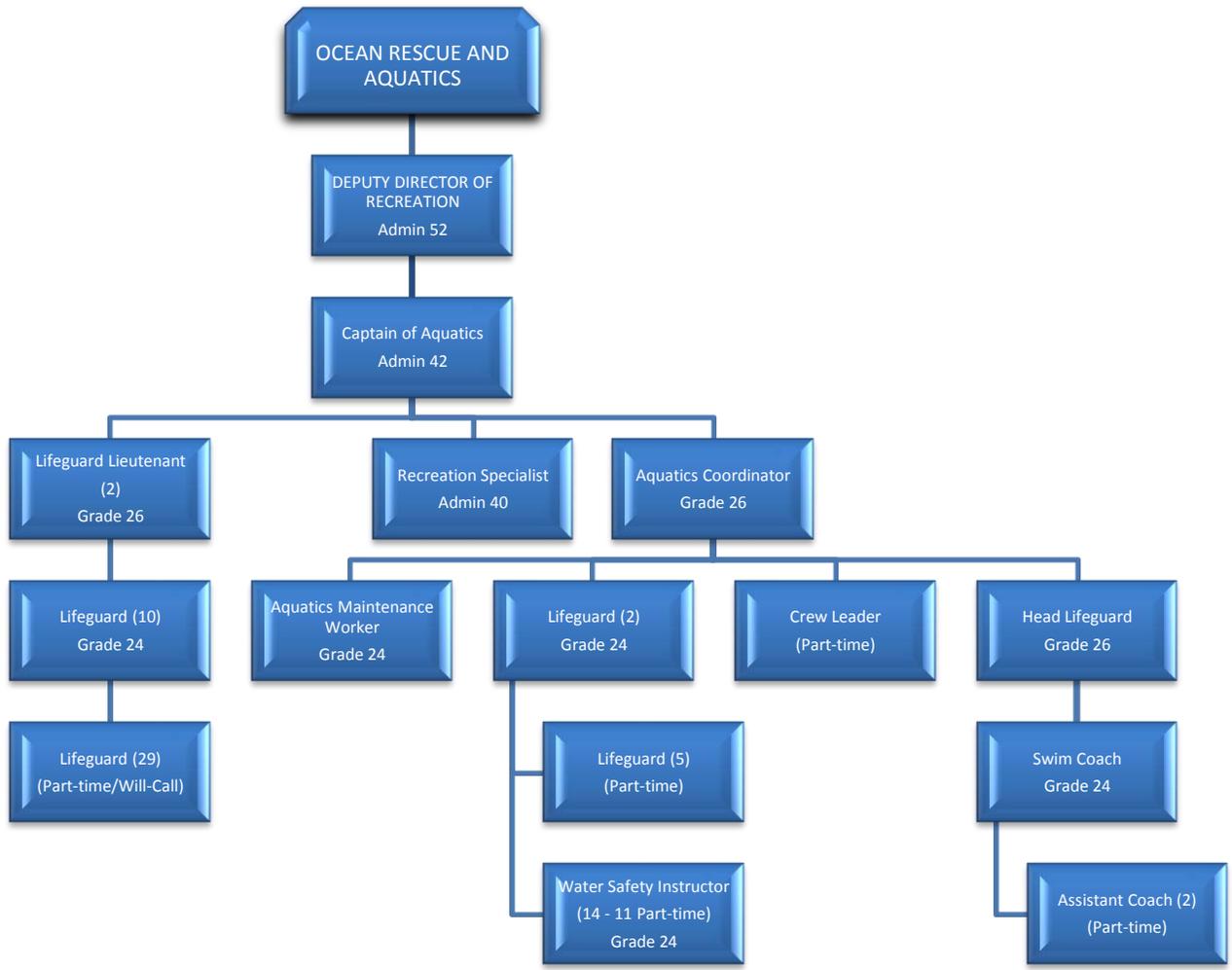
Parks and Recreation Department Recreation Division Organization Chart



Parks and Recreation Department Recreation Division - Athletics Organization Chart



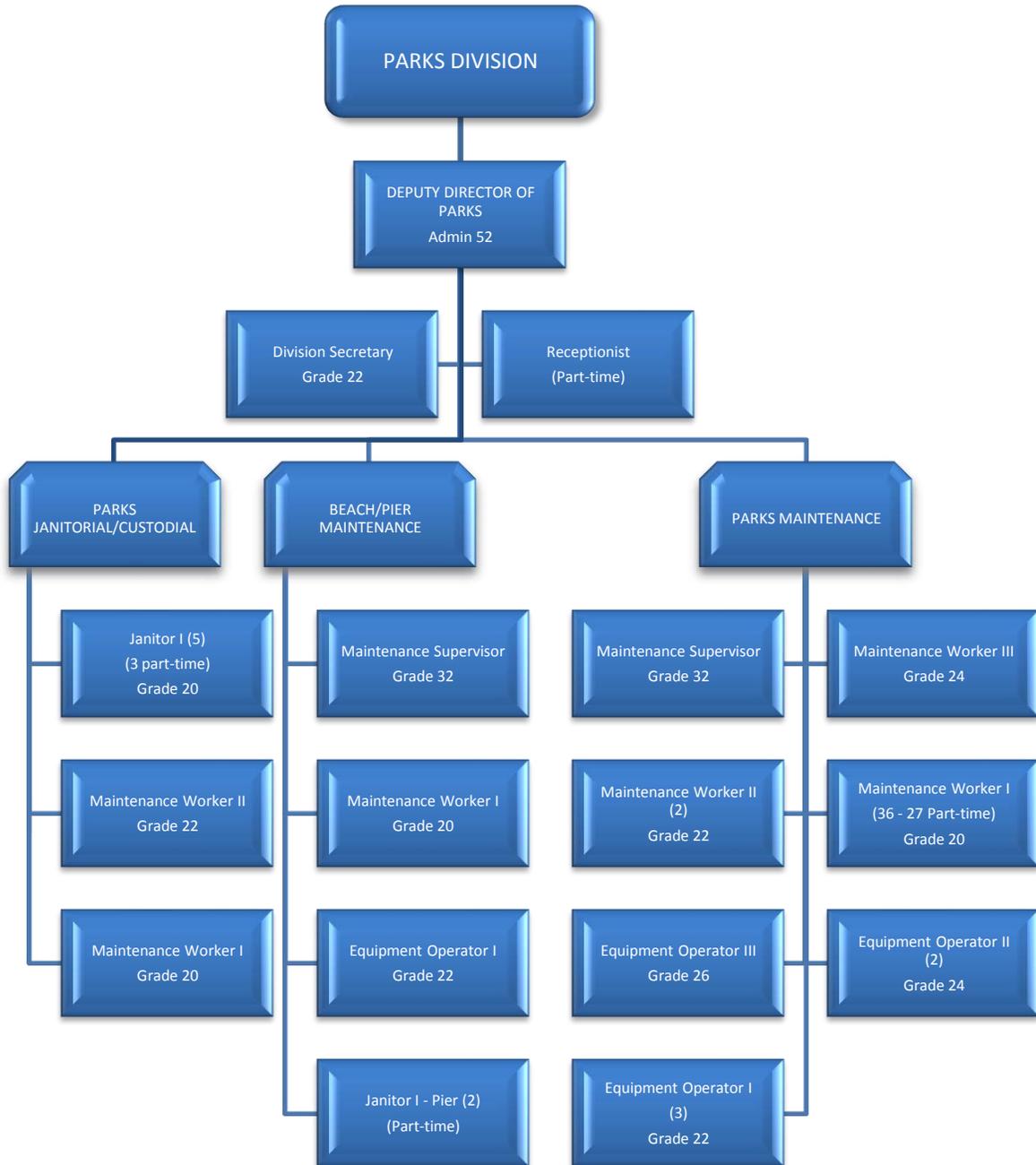
Parks and Recreation Department Recreation Division – Ocean Rescue/Aquatics Organization Chart



Parks and Recreation Department

Parks Division

Organization Chart





DEPARTMENT: PARKS AND RECREATION

DEPARTMENT/DIVISION GOALS, OBJECTIVES, & MEASUREMENTS – FY2009



**CITY GOAL#1
CLEANER , GREENER CITY**

| DEPARTMENT GOALS | DEPARTMENT OBJECTIVES | DEPARTMENT MEASUREMENTS | FY 07 (actual) | FY 08 (estimate) | FY 09 (budget) |
|--|--|--------------------------|----------------|------------------|----------------|
| Beautify, maintain and enhance the City's parks & cemeteries | - Maintain the two city – owned cemeteries throughout the year | - # of acres Maintained | 35 | 35 | 16.5 |
| | | - # of complaints | 0 | 5 | 10 |
| | - Park acreage | - # of acres maintained | 151 | 151 | 250 |
| | - Prepare all athletic fields throughout the year | - # of fields maintained | 25 | 25 | 25 |
| | | - # of complaints | 0 | 5 | 20 |

**CITY GOAL#3
SUPERIOR CUSTOMER SERVICE**

| DEPARTMENT GOALS | DEPARTMENT OBJECTIVES | DEPARTMENT MEASUREMENTS | FY 07 (actual) | FY 08 (estimate) | FY 09 (budget) |
|--|--|--|----------------|------------------|----------------|
| Increase Customer Satisfaction with Outstanding Community Services | - Conduct post-program surveys for athletic and cultural programs | - # of programs surveyed | 10 | 12 | 14 |
| | | - % of programs surveyed deemed satisfactory or better | 95% | 98% | 98% |
| | - Resolve inquiries within 24 hours | - % of complaints/ inquiries resolved | 100% | 100% | 100% |
| | - Evaluate the participation rate in all recreation programs on a yearly basis | - % participation rate by category | 95% | 97% | 97% |

**CITY GOAL#4
ENCOURAGE CLOSE RELATIONSHIP
BETWEEN PUBLIC & PRIVATE SECTORS**

**DEPARTMENT: PARKS AND
RECREATION**

| DEPARTMENT GOALS | DEPARTMENT OBJECTIVES | DEPARTMENT MEASUREMENTS | FY 07 (actual) | FY 08 (estimate) | FY 09 (budget) |
|---|--|----------------------------------|----------------|------------------|----------------|
| Encourage Private Sector Involvement in City's Cultural & Recreational Activities | - Increase sponsorships of City cultural activities | - # of activities sponsored | 17 | 20 | 7 |
| | | - \$ amount of total sponsorship | \$200,000 | \$400,000 | \$10,000 |
| | - Increase sponsorship of City recreational activities | - # of activities sponsored | 12 | 15 | 17 |
| | | - \$ amount of total sponsorship | \$100,000 | \$100,000 | \$12,400 |

**CITY GOAL#5
PROACTIVELY ADDRESS QUALITY OF LIFE ISSUES**

| DEPARTMENT GOALS | DEPARTMENT OBJECTIVES | DEPARTMENT MEASUREMENTS | FY 07 (actual) | FY 08 (estimate) | FY 09 (budget) |
|--|--|---|----------------|------------------|----------------|
| Improve the quality of Life through appropriate Cultural / Recreational Programs | - Initiate new demand appropriate cultural activities/programs at each Recreation Center - Initiate new demand appropriate recreational activities/programs at each Recreation Center | - # of new cultural programs introduced | 15 | 20 | 5 |
| | | - # of new recreational programs introduced | 15 | 20 | 9 |

**CITY GOAL#7
SAFE & HEALTHY ENVIRONMENT**

| DEPARTMENT GOALS | DEPARTMENT OBJECTIVES | DEPARTMENT MEASUREMENTS | FY 07 (actual) | FY 08 (estimate) | FY 09 (budget) |
|---|---|--|----------------|------------------|----------------|
| Provide Outstanding Beach Safety Services | - Improve Ocean Rescue equipment and facilities throughout the year | - # of pieces of equipment secured | 6 | N/A | 5 |
| | | - # of pieces of equipment renovated | 1 | 1 | 0 |
| | - Provide appropriate rescue training on a daily basis | - # of training sessions conducted | 100 | 60 | 60 |
| | | - # of awards received by Ocean Rescue | 3 | 3 | 1 |
| | | # of rescues made | 35 | 10 | 24 |
| | | # of preventive actions | 5,915 | 7,500 | 5,479 |

CITY GOAL#8
EMPLOYEE DEVELOPMENT & SATISFACTION

DEPARTMENT: PARKS AND RECREATION

| DEPARTMENT GOALS | DEPARTMENT OBJECTIVES | DEPARTMENT MEASUREMENTS | FY 07 (actual) | FY 08 (estimate) | FY 09 (budget) |
|---|---|--|----------------|------------------|----------------|
| Encourage Employee Development and Training | - Meet with Departmental Management Team every two weeks | - # of Department Management Team meetings held | 25 | 35 | 40 |
| | - Promote Quality Teams throughout the department | - # of Quality Teams within the Department | 4 | 5 | 10 |
| | | - # of Process/Task Improvement Projects completed | N/A | N/A | 12 |
| | - Provide appropriate developmental Training for all Department employees | - # of Department employees receiving training | 50 | 75 | 25 |

CITY GOAL#9
EFFECTIVE COMMUNICATION AMONG THE ORGANIZATION & THE PUBLIC

| DEPARTMENT GOALS | DEPARTMENT OBJECTIVES | DEPARTMENT MEASUREMENTS | FY 07 (actual) | FY 08 (estimate) | FY 09 (budget) |
|---|--|--|----------------|------------------|----------------|
| Market and Effectively Communicate all Cultural and Recreational Programs to the Public | - Design and produce brochures for public distribution | - # of brochures developed | 4 | 4 | 5 |
| | - Initiate alternative methods of marketing programs and communicating with the general public | # of methods used for communicating with the general public: Sun-Sentinel, WEDR, KISS, WB33, Channel 4, Observer, Times, CS Booklet, Web-site | 8 | 10 | 13 |

Administration Division

The Administration Division of the Parks & Recreation Department is responsible for the coordination, budget, and quality control of all departmental functions. This division prepares and administers the Parks & Recreation budget. This division also produces, markets and coordinates all city-sponsored special events and other related activities.

PERSONNEL SUMMARY

| <u>Grade</u> | <u>Position/Title</u> | <u>06/07</u> | <u>07/08</u> | <u>08/09</u> |
|--------------|--------------------------------|--------------|--------------|--------------|
| 58 | Director of Parks & Recreation | 1 | 1 | 1 |
| 46 | Grants Coordinator | 1 | 1 | 1 |
| 44 | Special Events Coordinator* | 1 | 1 | 1 |
| 24 | Department Secretary | 0 | 1 | 1 |
| UCL | Promotional staff (part-time)* | 2 | 0 | 0 |
| UCL | Admin. Intern (part-time) | <u>1</u> | <u>1</u> | <u>1</u> |
| | Total | <u>6</u> | <u>5</u> | <u>5</u> |

*Positions were relocated in FY2007 from Parks Special Events and Marketing

EXPENDITURE SUMMARY

| | <u>Actual</u> <u>05/06</u> | <u>Actual</u> <u>06/07</u> | <u>Budget</u> <u>07/08</u> | <u>Budget</u> <u>08/09</u> |
|------------------------|-------------------------------|-------------------------------|-------------------------------|-------------------------------|
| Personal services | \$ 235,803 | \$ 383,946 | \$ 434,205 | \$ 486,310 |
| Operating expenditures | <u>14,886</u> | <u>843,625</u> | <u>569,650</u> | <u>660,100</u> |
| Total | <u>\$ 250,689</u> | <u>\$ 1,227,571</u> | <u>\$ 1,003,855</u> | <u>\$ 1,146,410</u> |

**GENERAL FUND
EXPENDITURES BY OBJECT**

| PARKS & RECREATION Administration Division | 2005-06 Actual | 2006-07 Actual | 2007-08 | | 2007-08 Original Budget | 2008-09 Adopted Budget |
|---|---------------------------|---------------------------|--|-----------------------------------|--|---------------------------------------|
| | | | Y-T-D Actual (Thru 3/31/08) | 2007-08 Y-T-D %age | | |
| <u>Account Description</u> | | | | | | |
| Regular Salary | 193,323 | 235,265 | 123,935 | 40 | 307,025 | 356,255 |
| Overtime | 84 | 103,552 | 27,405 | 61 | 45,000 | 45,000 |
| Longevity | 2,599 | 2,703 | 1,406 | 44 | 3,200 | 6,090 |
| Automobile Allowance | 8,000 | 8,000 | 3,800 | 48 | 8,000 | 8,000 |
| Sick Leave Conversion Pay | 2,999 | - | 1,189 | 20 | 6,000 | 6,000 |
| <i>Salaries & Wages</i> | <u>207,005</u> | <u>349,520</u> | <u>157,735</u> | <u>43</u> | <u>369,225</u> | <u>421,345</u> |
| FICA | 12,658 | 15,651 | 7,650 | 25 | 31,180 | 32,410 |
| <i>Payroll Taxes</i> | <u>12,658</u> | <u>15,651</u> | <u>7,650</u> | <u>25</u> | <u>31,180</u> | <u>32,410</u> |
| ICMA Pension Plan | 16,140 | 18,775 | 10,078 | 30 | 33,800 | 32,555 |
| <i>Pension Contributions</i> | <u>16,140</u> | <u>18,775</u> | <u>10,078</u> | <u>30</u> | <u>33,800</u> | <u>32,555</u> |
| Programming/Software | 247 | 1,939 | 9,477 | 237 | 4,000 | 8,000 |
| <i>Professional Services</i> | <u>247</u> | <u>1,939</u> | <u>9,477</u> | <u>237</u> | <u>4,000</u> | <u>8,000</u> |
| Other Contractual Services | 6,819 | 194,881 | 130,545 | 326 | 40,000 | 40,000 |
| <i>Other Contractual Services</i> | <u>6,819</u> | <u>194,881</u> | <u>130,545</u> | <u>-</u> | <u>40,000</u> | <u>40,000</u> |
| Wireless Subscriptions | - | 220 | - | - | - | - |
| <i>Communications</i> | <u>-</u> | <u>220</u> | <u>-</u> | <u>-</u> | <u>-</u> | <u>-</u> |
| Clothing Allowance | 200 | - | 324 | 16 | 2,000 | 2,500 |
| Office Supplies | 2,334 | 2,931 | 2,550 | 36 | 7,000 | 10,000 |
| Professional Publications | - | - | - | - | 1,150 | 1,100 |
| Minor Equip, Tools & Hdwe | - | - | - | - | 1,000 | 7,000 |
| Misc Operational Items | - | 16,587 | 5,344 | 18 | 30,000 | 30,000 |
| Student Government Day | - | - | - | - | 1,500 | 1,500 |
| Ocean Power Boat Race | 1,307 | 121,656 | - | - | - | - |
| Dunn's Run | 193 | 11,316 | 1,890 | 38 | 5,000 | 10,000 |
| Fourth of July | - | 63,642 | - | - | 115,000 | 115,000 |
| Mango Festival | - | 76,653 | 4,763 | 4 | 115,000 | 65,000 |
| Founders' Day | - | 132,086 | 82,947 | 72 | 115,000 | 115,000 |
| Prayer Day Program | - | - | - | - | 700 | 1,500 |
| Parks Misc Special Events | - | - | - | - | - | 115,000 |
| <i>Materials and Supplies</i> | <u>4,034</u> | <u>424,871</u> | <u>97,818</u> | <u>25</u> | <u>393,350</u> | <u>473,600</u> |
| Rental of Equipment | - | 61,505 | 6,323 | 13 | 50,000 | 53,000 |
| Copier Lease | 3,421 | 4,922 | 1,845 | 38 | 4,800 | 8,000 |
| <i>Rentals and Leases</i> | <u>3,421</u> | <u>66,427</u> | <u>8,168</u> | <u>15</u> | <u>54,800</u> | <u>61,000</u> |
| Printing | 65 | 46,833 | 3,500 | 10 | 35,000 | 35,000 |
| Entertainment | - | 108,274 | 3,050 | 8 | 40,000 | 40,000 |
| Dues & Memberships | 300 | 180 | 1,418 | 57 | 2,500 | 2,500 |
| <i>Other Operating Expenditures</i> | <u>365</u> | <u>155,287</u> | <u>7,968</u> | <u>10</u> | <u>77,500</u> | <u>77,500</u> |
| Total Administration | <u>250,689</u> | <u>1,227,571</u> | <u>429,439</u> | <u>43</u> | <u>1,003,855</u> | <u>1,146,410</u> |

Special Events Division

The Special Events Division has been moved to the Parks Administration Division. The responsibilities of this division included the production, marketing and coordination of all city-sponsored special events and other related activities.

EXPENDITURE SUMMARY

| | <u>Actual</u> <u>05/06</u> | <u>Actual</u> <u>06/07</u> | <u>Budget</u> <u>07/08</u> | <u>Budget</u> <u>08/09</u> |
|------------------------|-------------------------------|-------------------------------|-------------------------------|-------------------------------|
| Personal services | \$ 103,903 | \$ - | \$ - | \$ - |
| Operating expenditures | <u>808,395</u> | <u>-</u> | <u>-</u> | <u>-</u> |
| Total | <u>\$ 912,298</u> | <u>\$ -</u> | <u>\$ -</u> | <u>\$ -</u> |

**GENERAL FUND
EXPENDITURES BY OBJECT**

| PARKS & RECREATION Special Events Division | 2005-06 | 2006-07 | 2007-08 | 2007-08 | 2007-08 | 2008-09 |
|--|-----------------------|----------------|----------------|----------------|---------------------------------------|-----------------------------|
| | | | Actual | Actual | Y-T-D (Thru 3/31/08) | Y-T-D %age |
| <u>Account Description</u> | | | | | | |
| Regular Salary | 36,126 | - | - | - | - | - |
| Overtime | 62,635 | - | - | - | - | - |
| Sick Leave Conversion Pay | - | - | - | - | - | - |
| <i>Salaries & Wages</i> | <u>98,761</u> | - | - | - | - | - |
| FICA | 2,724 | - | - | - | - | - |
| <i>Payroll Taxes</i> | <u>2,724</u> | - | - | - | - | - |
| ICMA Pension Plan | 2,418 | - | - | - | - | - |
| <i>Pension Contributions</i> | <u>2,418</u> | - | - | - | - | - |
| Serv to Maintain Other | 458 | - | - | - | - | - |
| <i>Professional Services</i> | <u>458</u> | - | - | - | - | - |
| Other Contractual Services | 137,831 | - | - | - | - | - |
| <i>Other Contractual Services</i> | <u>137,831</u> | - | - | - | - | - |
| Clothing Allowance | 285 | - | - | - | - | - |
| Office Supplies | 583 | - | - | - | - | - |
| Misc Operational Items | 6,118 | - | - | - | - | - |
| Ocean Power Boat Race | 140,617 | - | - | - | - | - |
| Dunn's Run | 1,533 | - | - | - | - | - |
| Fourth of July | 117,147 | - | - | - | - | - |
| Mango Festival | 125,073 | - | - | - | - | - |
| National Night Out | 855 | - | - | - | - | - |
| Founders' Day | 85,500 | - | - | - | - | - |
| Prayer Day Program | 585 | - | - | - | - | - |
| <i>Materials and Supplies</i> | <u>478,296</u> | - | - | - | - | - |
| Rent of Equipment | 91,934 | - | - | - | - | - |
| <i>Rentals and Leases</i> | <u>91,934</u> | - | - | - | - | - |
| Printing | 92,329 | - | - | - | - | - |
| Entertainment | 7,547 | - | - | - | - | - |
| <i>Other Operating Expenditures</i> | <u>99,876</u> | - | - | - | - | - |
| Total Special Events | <u>912,298</u> | - | - | - | - | - |

*The Special Events Division was merged into the Parks Administration Division on 10/01/06.

Recreation Division

The primary responsibility of the Recreation Division is to deliver safe, quality programming to the residents of Deerfield Beach. The programs include a variety of recreational, social and cultural activities at our community centers and athletic complexes. This division also includes Ocean Rescue and Aquatics, which provides protection for our beaches and the Middle School Aquatic complex. The Historical Society & Museum Division includes the Butler House, the old School House, Pioneer House and the Train Station.

PERSONNEL SUMMARY

| <u>Grade</u> | <u>Position/Title</u> | <u>06/07</u> | <u>07/08</u> | <u>08/09</u> |
|--------------|---|-------------------|-------------------|-------------------|
| 52 | Deputy Director of Recreation | 1 | 1 | 1 |
| 28 | Office Supervisor | 1 | 1 | 1 |
| UCL | Receptionist (part-time) | 2 | 2 | 2 |
| 42 | Recreation Supervisor II | 3 | 3 | 3 |
| 40 | Athletic Coordinator | 1 | 1 | 1 |
| 26 | Athletic Supervisor | 3 | 3 | 3 |
| 24 | Recreation Supervisor I | 4 | 4 | 4 |
| UCL | Recreation Leader (part-time) | 35 | 35 | 35 |
| 24 | Teen Center Supervisor | 1 | 1 | 1 |
| 42 | Captain of Aquatics | 1 | 1 | 1 |
| 40 | Recreation Specialist | 1 | 1 | 1 |
| 26 | Aquatics Coordinator | 1 | 1 | 1 |
| 26 | Lifeguard Lieutenant | 2 | 2 | 2 |
| 26 | Head Lifeguard | 1 | 1 | 1 |
| 24 | Lifeguard (34 part-time) | 46 | 46 | 46 |
| 24 | Swim Coach | 1 | 1 | 1 |
| 24 | Aquatics Maintenance Worker | 1 | 1 | 1 |
| 24 | Water Safety Instructor (11 part-time) | 14 | 14 | 14 |
| UCL | Assistant Coach-P.E. Instructor (part-time) | 2 | 2 | 2 |
| UCL | Crew Leader (part-time) | 3 | 3 | 3 |
| UCL | Concession Attendant (part-time) | 3 | 3 | 3 |
| | Total | <u>127</u> | <u>127</u> | <u>127</u> |

CAPITAL OUTLAY REQUESTED

| | |
|----------------------|------------------|
| Storage Sheds (2) | \$ 30,000 |
| Portable Guard Tower | 5,000 |
| Ocean Rescue ATV | 8,400 |
| | <u>\$ 43,400</u> |

EXPENDITURE SUMMARY

| | <u>Actual</u> <u>05/06</u> | <u>Actual</u> <u>06/07</u> | <u>Budget</u> <u>07/08</u> | <u>Budget</u> <u>08/09</u> |
|------------------------|-------------------------------|-------------------------------|-------------------------------|-------------------------------|
| Personal services | \$ 2,487,499 | \$ 2,705,095 | \$ 3,115,700 | \$ 3,243,186 |
| Operating expenditures | 547,785 | 280,820 | 802,920 | 805,770 |
| Capital outlay | <u>54,983</u> | <u>51,566</u> | <u>-</u> | <u>43,400</u> |
| Total | <u>\$ 3,090,267</u> | <u>\$ 3,037,481</u> | <u>\$ 3,918,620</u> | <u>\$ 4,092,356</u> |

**GENERAL FUND
EXPENDITURES BY OBJECT**

| PARKS & RECREATION Recreation Division | 2007-08 | | | | | |
|--|-------------------------|-------------------------|--------------------------|------------------|-------------------------|-------------------------|
| | 2005-06 | 2006-07 | Y-T-D | 2007-08 | 2007-08 | 2008-09 |
| | Actual | Actual | Actual (Thru 3/31/08) | Y-T-D %age | Original Budget | Adopted Budget |
| <u>Account Description</u> | | | | | | |
| Regular Salary | 2,042,528 | 2,234,705 | 1,082,848 | 42 | 2,604,440 | 2,768,155 |
| Overtime | 76,438 | 43,848 | 24,802 | 165 | 15,000 | 15,000 |
| Longevity | 37,213 | 41,569 | 24,223 | 62 | 39,320 | 51,085 |
| Automobile Allowance | 1,231 | - | - | - | - | - |
| Advanced Education | 1,559 | 13,582 | 7,954 | 318 | 2,500 | 6,231 |
| Sick Leave Conversion Pay | 10,809 | 13,183 | 14,921 | 75 | 20,000 | 20,000 |
| <i>Salaries & Wages</i> | <u>2,169,778</u> | <u>2,346,887</u> | <u>1,154,748</u> | <u>43</u> | <u>2,681,260</u> | <u>2,860,471</u> |
| FICA | 159,688 | 174,595 | 85,323 | 42 | 205,070 | 226,875 |
| <i>Payroll Taxes</i> | <u>159,688</u> | <u>174,595</u> | <u>85,323</u> | <u>42</u> | <u>205,070</u> | <u>226,875</u> |
| Nonuniformed Pension Plan | 60,025 | 75,671 | 21,070 | 25 | 84,280 | 19,370 |
| ICMA Pension Plan | 98,008 | 107,942 | 56,628 | 39 | 145,090 | 136,470 |
| <i>Pension Contributions</i> | <u>158,033</u> | <u>183,613</u> | <u>77,698</u> | <u>34</u> | <u>229,370</u> | <u>155,840</u> |
| Programming/Software | - | 9,871 | - | - | 5,000 | 5,000 |
| Tennis Services Contract | 38,070 | 39,593 | 56,186 | 99 | 57,000 | 59,200 |
| <i>Professional Services</i> | <u>38,070</u> | <u>49,464</u> | <u>56,186</u> | <u>91</u> | <u>62,000</u> | <u>64,200</u> |
| Services to Maintain Other | 7,049 | 1,269 | - | - | 1,000 | 1,000 |
| <i>Repair & Maintenance Services</i> | <u>7,049</u> | <u>1,269</u> | <u>-</u> | <u>-</u> | <u>1,000</u> | <u>1,000</u> |
| Other Contractual Services | 165,527 | 16,590 | 40,811 | 36 | 113,000 | 121,000 |
| <i>Other Contractual Services</i> | <u>165,527</u> | <u>16,590</u> | <u>40,811</u> | <u>36</u> | <u>113,000</u> | <u>121,000</u> |
| Clothing Allowance | 10,356 | 11,273 | 1,580 | 6 | 25,000 | 23,000 |
| Office Supplies | 10,808 | 9,201 | 9,243 | 77 | 12,000 | 12,000 |
| Professional Publications | 188 | 95 | 41 | 5 | 900 | 900 |
| Chemicals | 31,101 | 23,345 | 13,824 | 35 | 40,000 | 40,000 |
| Minor Equip, Tools, Hdwe | 5,624 | 3,582 | 1,463 | 6 | 25,000 | 22,200 |
| Medical and Lab Supplies | 1,216 | 2,741 | 622 | 10 | 6,000 | 6,000 |
| Athletic and Rec Supplies | 78,158 | 74,869 | 51,438 | 25 | 203,670 | 201,970 |
| Misc Operational Items | 178,347 | 42,458 | 71,103 | 41 | 174,800 | 172,500 |
| <i>Materials and Supplies</i> | <u>315,798</u> | <u>167,564</u> | <u>149,314</u> | <u>31</u> | <u>487,370</u> | <u>478,570</u> |
| Swimming Pool Rental | 13,050 | 13,050 | - | - | 13,050 | 13,500 |
| Rent of Equipment | 3,065 | 23,597 | 3,564 | 4 | 89,000 | 89,000 |
| <i>Rentals and Leases</i> | <u>16,115</u> | <u>36,647</u> | <u>3,564</u> | <u>3</u> | <u>102,050</u> | <u>102,500</u> |
| Printing | 3,241 | 1,773 | 2,562 | 43 | 6,000 | 6,000 |
| Entertainment | 290 | 5,390 | 875 | 3 | 28,000 | 29,000 |
| Govt Fees and Permits | - | 200 | - | - | - | - |
| Dues & Memberships | 1,695 | 1,923 | 2,779 | 79 | 3,500 | 3,500 |
| <i>Other Operating Expenditures</i> | <u>5,226</u> | <u>9,286</u> | <u>6,216</u> | <u>17</u> | <u>37,500</u> | <u>38,500</u> |
| Improvements Other than Bldg. | - | - | - | - | - | 35,000 |
| Automotive Equipment | 54,983 | 45,566 | - | - | - | 8,400 |
| Other Machinery & Equipment | - | 6,000 | - | - | - | - |
| <i>Capital Outlay</i> | <u>54,983</u> | <u>51,566</u> | <u>-</u> | <u>-</u> | <u>-</u> | <u>43,400</u> |
| Total Recreation | <u>3,090,267</u> | <u>3,037,481</u> | <u>1,573,860</u> | <u>40</u> | <u>3,918,620</u> | <u>4,092,356</u> |

Parks Division

The primary responsibilities of the Parks Division include delivering a park system with safe structures and well-groomed athletic fields in an aesthetically pleasing environment. Residents of Deerfield Beach have access to over 61 acres of public open space and this division provides for the care and operation of all developed parks and accompanying facilities. The recently built boardwalk provides a scenic view of the northern beach. The parks division is also charged with providing the Deerfield Beach community with two respectful and well-maintained cemeteries. As such, this division administers the purchasing of cemetery plots, handles interments, and provides maintenance to the 35 acres of grounds. Maintenance of the cemeteries includes, but is not limited to, the mowing of grounds, edging around markers, the reseeded of grass, and ensuring overall beautification of the grounds. The Parks Division is also responsible for coordinating construction of parks and playground renovations.

PERSONNEL SUMMARY

| <u>Grade</u> | <u>Position/Title</u> | <u>06/07</u> | <u>07/08</u> | <u>08/09</u> |
|--------------|-------------------------------------|------------------|------------------|------------------|
| 52 | Deputy Director of Parks | 1 | 1 | 1 |
| 22 | Division Secretary | 1 | 1 | 1 |
| UCL | Receptionist (part-time) | 1 | 1 | 1 |
| 32 | Maintenance Supervisor | 2 | 2 | 2 |
| 26 | Equipment Operator III | 1 | 1 | 1 |
| 24 | Equipment Operator II | 2 | 2 | 2 |
| 22 | Equipment Operator I | 3 | 4 | 4 |
| 24 | Maintenance Worker III | 1 | 1 | 1 |
| 22 | Maintenance Worker II | 3 | 2 | 2 |
| 20 | Maintenance Worker I (27 part-time) | 38 | 38 | 38 |
| 20 | Janitor I (5 part-time) | <u>7</u> | <u>7</u> | <u>7</u> |
| | Total | <u>60</u> | <u>60</u> | <u>60</u> |

CAPITAL OUTLAY REQUESTED

| | |
|-----------------------|-------------------|
| Replacement equipment | \$ 60,000 |
| Playground equipment | 6,000 |
| Utility vehicle* | 47,000 |
| Utility vehicle* | 32,000 |
| Utility van* | 28,750 |
| Beach Tractor* | 60,000 |
| Beach Sanitizer* | 20,000 |
| Master grooming rake | 14,000 |
| Mule | 12,000 |
| Open Trailer | 8,000 |
| Utility Trailer | 10,000 |
| Pressure Cleaner | 7,000 |
| | <u>\$ 304,750</u> |

*Vehicles will be lease/purchased over a 3-year period. See debt service section.

EXPENDITURE SUMMARY

| | Actual <u>05/06</u> | Actual <u>06/07</u> | Budget <u>07/08</u> | Budget <u>08/09</u> |
|-------------------------------|--------------------------------|--------------------------------|--------------------------------|--------------------------------|
| Personal services | \$ 1,532,456 | \$ 1,759,760 | \$ 1,683,723 | \$ 1,763,515 |
| Operating expenditures | 238,971 | 219,646 | 214,550 | 344,700 |
| Capital outlay | <u>190,971</u> | <u>166,076</u> | <u>78,000</u> | <u>304,750</u> |
| Total | <u>\$ 1,962,398</u> | <u>\$ 2,145,482</u> | <u>\$ 1,976,273</u> | <u>\$ 2,412,965</u> |

**GENERAL FUND
EXPENDITURES BY OBJECT**

PARKS & RECREATION
Parks Division

| <u>Account Description</u> | | | 2007-08 | | 2007-08 Original Budget | 2008-09 Adopted Budget |
|-------------------------------------|-------------------------|-------------------------|-----------------------------------|--------------------------|-------------------------------|------------------------------|
| | 2005-06 Actual | 2006-07 Actual | Y-T-D Actual (Thru 3/31/08) | 2007-08 Y-T-D %age | | |
| Regular Salary | 1,268,831 | 1,489,239 | 724,695 | 53 | 1,379,775 | 1,479,380 |
| Overtime | 52,722 | 21,594 | 9,552 | 64 | 15,000 | 15,000 |
| Longevity | 20,610 | 24,877 | 11,482 | 38 | 30,460 | 28,905 |
| Automobile Allowance | 923 | - | - | - | - | - |
| Sick Leave Conversion Pay | 7,012 | 9,315 | 12,664 | 63 | 20,000 | 20,000 |
| <i>Salaries & Wages</i> | <u>1,350,098</u> | <u>1,545,025</u> | <u>758,393</u> | <u>52</u> | <u>1,445,235</u> | <u>1,543,285</u> |
| FICA | 106,811 | 118,251 | 56,966 | 51 | 110,665 | 118,165 |
| <i>Payroll Taxes</i> | <u>106,811</u> | <u>118,251</u> | <u>56,966</u> | <u>51</u> | <u>110,665</u> | <u>118,165</u> |
| Nonuniformed Pension Plan | 14,714 | 17,553 | 4,687 | 25 | 18,748 | - |
| ICMA Pension Plan | 60,833 | 78,931 | 42,613 | 39 | 109,075 | 102,065 |
| <i>Pension Contributions</i> | <u>75,547</u> | <u>96,484</u> | <u>47,300</u> | <u>37</u> | <u>127,823</u> | <u>102,065</u> |
| Programming/Software | 5,321 | 1,185 | - | - | 2,000 | 7,000 |
| <i>Professional Services</i> | <u>5,321</u> | <u>1,185</u> | <u>-</u> | <u>-</u> | <u>2,000</u> | <u>7,000</u> |
| Serv to Maintain Other | 29,356 | 6,559 | - | - | 23,000 | 34,000 |
| <i>Other Contractual Services</i> | <u>29,356</u> | <u>6,559</u> | <u>-</u> | <u>-</u> | <u>23,000</u> | <u>34,000</u> |
| Other Contractual Services | 128 | - | - | - | 5,000 | 24,000 |
| <i>Other Contractual Services</i> | <u>128</u> | <u>-</u> | <u>-</u> | <u>-</u> | <u>5,000</u> | <u>24,000</u> |
| Pager Rental | - | - | 274 | - | - | - |
| <i>Communication Services</i> | <u>-</u> | <u>-</u> | <u>274</u> | <u>-</u> | <u>-</u> | <u>-</u> |
| Clothing Allowance | 10,796 | 10,724 | 5,873 | 49 | 12,000 | 16,200 |
| Office Supplies | 2,162 | 1,667 | 4,103 | 137 | 3,000 | 5,000 |
| Professional Publications | - | 6 | - | - | 300 | 500 |
| Agri and Hort Supplies | 91,966 | 65,978 | 31,470 | 42 | 75,250 | 130,000 |
| Minor Equip, Tools, Hdwe | 28,936 | 39,733 | 19,154 | 128 | 15,000 | 20,000 |
| Medical and Lab Supplies | 2,031 | 1,509 | 598 | 30 | 2,000 | 3,000 |
| Matl to Maintain Other | 49,427 | 66,035 | 10,553 | 62 | 17,000 | 20,000 |
| Misc Operational Items | 1,648 | 1,567 | 23,276 | 111 | 21,000 | 56,000 |
| <i>Materials and Supplies</i> | <u>186,966</u> | <u>187,219</u> | <u>95,027</u> | <u>65</u> | <u>145,550</u> | <u>250,700</u> |
| Lease of Beach Tractor | 8,000 | 13,606 | 28,805 | 144 | 20,000 | - |
| <i>Rentals and Leases</i> | <u>8,000</u> | <u>13,606</u> | <u>28,805</u> | <u>144</u> | <u>20,000</u> | <u>-</u> |
| Laundry and Cleaning | 9,020 | 11,077 | 6,311 | 37 | 17,000 | 25,000 |
| Dues & Memberships | 180 | - | 518 | 26 | 2,000 | 4,000 |
| <i>Other Operating Expenditures</i> | <u>9,200</u> | <u>11,077</u> | <u>6,829</u> | <u>36</u> | <u>19,000</u> | <u>29,000</u> |
| Impr Other Than Buildings | 54,352 | 55,743 | 13,084 | 23 | 58,000 | 66,000 |
| Automotive Equipment | 65,684 | 42,946 | - | - | - | 187,750 |
| Other Mach and Equipment | 70,935 | 67,387 | 14,737 | 74 | 20,000 | 51,000 |
| <i>Capital Outlay</i> | <u>190,971</u> | <u>166,076</u> | <u>27,821</u> | <u>36</u> | <u>78,000</u> | <u>304,750</u> |
| Total Parks | <u>1,962,398</u> | <u>2,145,482</u> | <u>1,021,415</u> | <u>52</u> | <u>1,976,273</u> | <u>2,412,965</u> |

Pier Division

The 920-foot pier was rebuilt in 1993 and is owned by the City of Deerfield Beach and was leased to an independent contractor/operator. Operating costs were borne by the contractor except for State Department of Natural Resources fees.

On December 30, 2004, the City assumed complete operation of the pier and bait shop. City staff provides year-round fishing; provides for the sale of bait and tackle, and organizes memberships to fishing clubs and a host of other organized activities on the pier. The pier offers sightseers an excellent vantage point of the City's shores and skyline. Year-round parking is available at the City's pier parking lot.

PERSONNEL SUMMARY

| <u>Grade</u> | <u>Position/Title</u> | <u>06/07</u> | <u>07/08</u> | <u>08/09</u> |
|--------------|------------------------------|------------------|------------------|------------------|
| 42 | Pier Manager | 0 | 1 | 1 |
| 24 | Pier Supervisor I | 0 | 1 | 1 |
| 24 | Recreation Supervisor I | 1 | 0 | 0 |
| UCL | Pier Attendant (part-time) | 9 | 8 | 8 |
| UCL | Janitorial Staff (part-time) | <u>2</u> | <u>2</u> | <u>2</u> |
| | Total | <u>12</u> | <u>12</u> | <u>12</u> |

CAPITAL OUTLAY REQUESTED

| | |
|--------------------|------------------|
| Concession Storage | <u>\$ 10,000</u> |
| | <u>\$ 10,000</u> |

EXPENDITURE SUMMARY

| | <u>Actual 05/06</u> | <u>Actual 06/07</u> | <u>Budget 07/08</u> | <u>Budget 08/09</u> |
|------------------------|--------------------------|--------------------------|--------------------------|--------------------------|
| Personal services | \$ 108,577 | \$ 196,209 | \$ 217,815 | \$ 251,790 |
| Operating expenditures | 100,675 | 107,646 | 97,800 | 124,300 |
| Capital outlay | - | 5,120 | - | 10,000 |
| Total | <u>\$ 209,252</u> | <u>\$ 308,975</u> | <u>\$ 315,615</u> | <u>\$ 386,090</u> |

**GENERAL FUND
EXPENDITURES BY OBJECT**

| PARKS & RECREATION Pier Division | 2007-08 | | | | | |
|-------------------------------------|-------------------|-------------------|-----------------------------------|-------------------------------|-------------------------------|------------------------------|
| | 2005-06 Actual | 2006-07 Actual | Y-T-D Actual (Thru 3/31/08) | 2007-08 Original Budget | 2007-08 Original Budget | 2008-09 Adopted Budget |
| Regular Salary | 98,961 | 174,526 | 109,211 | 55 | 199,500 | 223,325 |
| Overtime | 1,878 | 5,097 | 3,134 | - | - | 5,000 |
| Sick Leave | - | - | 667 | - | - | - |
| <i>Salaries & Wages</i> | <u>100,839</u> | <u>179,623</u> | <u>113,012</u> | <u>57</u> | <u>199,500</u> | <u>228,325</u> |
| FICA | 7,738 | 13,741 | 8,658 | 58 | 15,000 | 17,085 |
| <i>Payroll Taxes</i> | <u>7,738</u> | <u>13,741</u> | <u>8,658</u> | <u>58</u> | <u>15,000</u> | <u>17,085</u> |
| ICMA Pension Plan | - | 2,845 | 2,074 | 63 | 3,315 | 6,380 |
| <i>Pension Contributions</i> | <u>-</u> | <u>2,845</u> | <u>2,074</u> | <u>63</u> | <u>3,315</u> | <u>6,380</u> |
| Programming / Software | - | 800 | - | - | - | - |
| <i>Professional Services</i> | <u>-</u> | <u>800</u> | <u>-</u> | <u>-</u> | <u>-</u> | <u>-</u> |
| Ocean Quality Control | - | - | - | - | 3,000 | 3,000 |
| Other Contractual Services | 2,107 | 363 | - | - | 13,000 | 13,000 |
| <i>Other Contractual Services</i> | <u>2,107</u> | <u>363</u> | <u>-</u> | <u>-</u> | <u>16,000</u> | <u>16,000</u> |
| Clothing Allowance | 4,522 | 5,164 | 2,503 | 228 | 1,100 | 5,000 |
| Office Supplies | 876 | 1,243 | 283 | 7 | 4,000 | 4,000 |
| Minor Equip, Tools, Hdwe | 28,750 | 52,818 | 19,366 | 65 | 30,000 | 40,000 |
| Merchandise for Resale | 52,495 | 37,731 | 18,551 | 46 | 40,000 | 40,000 |
| Other Commodities | 102 | 4,886 | 1,774 | 177 | 1,000 | 1,000 |
| <i>Materials and Supplies</i> | <u>86,745</u> | <u>101,842</u> | <u>42,477</u> | <u>56</u> | <u>76,100</u> | <u>90,000</u> |
| Rent of Equipment | 8,375 | 1,627 | - | - | 2,000 | 2,000 |
| <i>Rentals and Leases</i> | <u>8,375</u> | <u>1,627</u> | <u>-</u> | <u>-</u> | <u>2,000</u> | <u>2,000</u> |
| Saltwater Fishing License | 25 | 25 | - | - | 700 | 700 |
| D N R Lease Fee | 3,423 | 2,989 | - | - | 3,000 | 15,600 |
| <i>Other Operating Expenditures</i> | <u>3,448</u> | <u>3,014</u> | <u>-</u> | <u>-</u> | <u>3,700</u> | <u>16,300</u> |
| Building Improvements | - | - | - | - | - | 10,000 |
| Other Mach & Equipment | - | 5,120 | - | - | - | - |
| <i>Capital Outlay</i> | <u>-</u> | <u>5,120</u> | <u>-</u> | <u>-</u> | <u>-</u> | <u>10,000</u> |
| Total Pier | <u>209,252</u> | <u>308,975</u> | <u>166,221</u> | <u>53</u> | <u>315,615</u> | <u>386,090</u> |
| TOTAL PARKS & RECREATION | <u>6,424,904</u> | <u>6,719,509</u> | <u>3,190,935</u> | <u>44</u> | <u>7,214,363</u> | <u>8,037,821</u> |

Non-Departmental

DESCRIPTION

Non-Departmental represents a multitude of expenditures which cannot be associated with a specific department. This includes items such as travel and training as well as appropriations for emergency reserves. Interfund transfers are also included in the non-departmental division.

EXPENDITURE SUMMARY

| | Actual <u>05/06</u> | Actual <u>06/07</u> | Budget <u>07/08</u> | Budget <u>08/09</u> |
|----------------------------|------------------------|------------------------|------------------------|------------------------|
| Operating expenditures | \$ 13,504,472 | \$ 863,199 | \$ 1,771,392 | \$ 1,746,600 |
| Non-operating expenditures | <u>5,669,300</u> | <u>7,025,101</u> | <u>7,325,867</u> | <u>8,204,706</u> |
| Total | <u>\$ 19,173,772</u> | <u>\$ 7,888,300</u> | <u>\$ 9,097,259</u> | <u>\$ 9,951,306</u> |

**GENERAL FUND
EXPENDITURES BY OBJECT**

| NON-DEPARTMENTAL | 2007-08 | | | | | |
|---|--------------------------|-------------------------|-----------------------------------|--------------------------|-------------------------------|------------------------------|
| | 2005-06 Actual | 2006-07 Actual | Y-T-D Actual (Thru 3/31/08) | 2007-08 Y-T-D %age | 2007-08 Original Budget | 2008-09 Adopted Budget |
| <u>Account Description</u> | | | | | | |
| Code Enfor Special Master | - | - | - | - | 450 | 450 |
| <i>Professional Services</i> | - | - | - | - | 450 | 450 |
| Demo and Lot Clearing | 16,400 | 301 | 391 | 9 | 4,500 | 100,000 |
| Lot Mowing | 1,098 | - | - | - | - | - |
| Hurricane Services | 11,429,144 | 91,208 | 513,578 | - | - | - |
| Contract Indemnity Pymt | 130 | 280 | (120) | (40) | 300 | 300 |
| Other Contractual Services | 273,769 | 245,838 | 101,585 | 33 | 307,800 | 307,800 |
| <i>Other Contractual Services</i> | <u>11,720,541</u> | <u>337,627</u> | <u>615,434</u> | <u>197</u> | <u>312,600</u> | <u>408,100</u> |
| Professional Publications | - | 287 | - | - | - | - |
| Hurricane Supplies | 1,206,584 | 6,789 | (19) | - | - | - |
| Deerfield Beach Products | 4,535 | 2,656 | 1,192 | 26 | 4,500 | 2,000 |
| <i>Materials and Supplies</i> | <u>1,211,119</u> | <u>9,732</u> | <u>1,173</u> | <u>3</u> | <u>4,500</u> | <u>2,000</u> |
| Travel and Training | 133,638 | 94,561 | 13,464 | 27 | 50,000 | 50,000 |
| Holiday Festivities | - | 13,269 | 12,032 | - | - | 15,000 |
| Gov't Fees and Permits | - | - | - | - | - | - |
| Dues and Memberships | 19,475 | 21,951 | 21,854 | 106 | 20,700 | 25,000 |
| Real Estate Taxes | - | 682 | 907 | 11 | 8,550 | 8,550 |
| Emergency Reserve | 300,000 | 300,000 | - | - | 300,000 | 300,000 |
| Inventory Adjustment | 68,048 | 32,959 | 3,792 | - | - | - |
| Bad Debt Expense | 1,651 | 2,418 | (9,308) | (465) | 2,000 | 2,500 |
| Contingency | - | - | - | - | 973,260 | 885,000 |
| <i>Other Operating Expenses</i> | <u>522,812</u> | <u>465,840</u> | <u>42,741</u> | <u>3</u> | <u>1,354,510</u> | <u>1,286,050</u> |
| Deerfield Beach Housing Auth. | - | - | - | - | 49,332 | - |
| Deerfield Beach Historical Society | 50,000 | 50,000 | - | - | 50,000 | 50,000 |
| <i>Grants and Aids</i> | <u>50,000</u> | <u>50,000</u> | <u>-</u> | <u>-</u> | <u>99,332</u> | <u>50,000</u> |
| Trans to Senior Serv Fund | 489,557 | 548,657 | 274,329 | 50 | 548,657 | 661,382 |
| Trans to Ins Serv Fund | 4,366,945 | 4,776,557 | 2,653,877 | 50 | 5,307,754 | 5,909,525 |
| Trans to Road and Bridge Fund | - | - | - | - | - | 250,000 |
| Trans to Fire Resc Grants | - | 39,808 | - | - | - | - |
| Trans to Public Wks Grants | 13,319 | - | - | - | - | - |
| Trans to CRA Trust | 738,923 | 1,553,943 | 1,465,511 | 100 | 1,469,456 | 1,383,799 |
| Trans to FEMA F/Fighter (173) | - | 11,293 | - | - | - | - |
| Trans to General Capital Projects | 60,556 | 50,325 | - | - | - | - |
| Trans to CHDO Grant | - | 44,518 | - | - | - | - |
| <i>Nonoperating/Interfund Transfers</i> | <u>5,669,300</u> | <u>7,025,101</u> | <u>4,393,717</u> | <u>60</u> | <u>7,325,867</u> | <u>8,204,706</u> |
| TOTAL NON-DEPARTMENTAL | <u>19,173,772</u> | <u>7,888,300</u> | <u>5,053,065</u> | <u>56</u> | <u>9,097,259</u> | <u>9,951,306</u> |

Community Participation

DESCRIPTION

The Community Participation Department includes all expenditures made by the City of Deerfield Beach to charitable organizations. These organizations include Area Agency on Aging, Hospice, Child Care Connection, Women in Distress, Homebound, Packer Rattlers football, Little League baseball, as well as the City of Deerfield Beach beautification authority.

EXPENDITURE SUMMARY

| | Actual <u>05/06</u> | Actual <u>06/07</u> | Budget <u>07/08</u> | Budget <u>08/09</u> |
|------------------------|------------------------|------------------------|------------------------|------------------------|
| Operating expenditures | \$ <u>146,846</u> | \$ <u>178,251</u> | \$ <u>209,309</u> | \$ <u>210,608</u> |

**GENERAL FUND
EXPENDITURES BY OBJECT**

| COMMUNITY PARTICIPATION | 2007-08 | | | | | |
|--------------------------------------|-----------------------|-----------------------|-----------------------|------------------|-----------------------|-----------------------|
| | 2005-06 | 2006-07 | Y-T-D | 2007-08 | 2007-08 | 2008-09 |
| | Actual | Actual | Actual | Y-T-D | Original | Adopted |
| <u>Account Description</u> | <u>Actual</u> | <u>Actual</u> | <u>(Thru 3/31/08)</u> | <u>%age</u> | <u>Budget</u> | <u>Budget</u> |
| Beautification Authority | 8,000 | 8,000 | 8,000 | 100 | 8,000 | 8,000 |
| Packer Rattlers Football | 15,000 | 15,000 | 15,000 | 100 | 15,000 | 15,000 |
| Little League Baseball | 12,500 | 12,500 | 12,500 | 100 | 12,500 | 12,500 |
| Senior League Baseball | - | - | - | - | 3,000 | 3,000 |
| Area Agency on Aging | 62,896 | 63,756 | 73,309 | 100 | 73,309 | 74,608 |
| Hospice | - | 10,000 | 10,000 | 100 | 10,000 | 10,000 |
| Homebound | 15,000 | 15,000 | 15,000 | 100 | 15,000 | 15,000 |
| Family Central | 7,500 | 7,500 | 7,500 | 100 | 7,500 | 7,500 |
| Women in Distress | 5,000 | 5,000 | 5,000 | 100 | 5,000 | 5,000 |
| Broward Alliance | 10,000 | 10,000 | - | - | 10,000 | 10,000 |
| Founders' Day | - | - | - | - | - | - |
| NE Focal Point CASA, Inc. | 1,950 | 1,495 | 1,000 | 100 | 1,000 | 1,000 |
| Deerfield Beach High School | 1,500 | - | - | - | 4,000 | 4,000 |
| Deerfield Symphony | 7,500 | - | - | - | - | - |
| Target Industry Tax Refund | - | - | - | - | 15,000 | 15,000 |
| Outreach Program* | - | 30,000 | - | - | 30,000 | 30,000 |
| <i>Grants and Aids</i> | <u>146,846</u> | <u>178,251</u> | <u>147,309</u> | <u>70</u> | <u>209,309</u> | <u>210,608</u> |
| TOTAL COMMUNITY PARTICIPATION | <u>146,846</u> | <u>178,251</u> | <u>147,309</u> | <u>70</u> | <u>209,309</u> | <u>210,608</u> |

*Funds are earmarked for Arlington Park Family, Inc.

Debt Service

DESCRIPTION

The Debt Service Department recognizes expenditures for lease/purchase agreements entered into by the City. These agreements serve as a financing source for major capital acquisitions during the year. Paying agent fees for outstanding general obligation bonds and revenue bonds are also included in this department.

CAPITAL OUTLAY REQUESTED

During the 2008/09 fiscal year thirteen (13) vehicles will be lease/purchased over varying periods, ranging from three to five years. The approximate debt service for these items follows:

| | |
|---|------------------|
| Utility vehicles (2) - Planning & Growth Mgmt (Building Division) | \$ 2,400 |
| Replacement vehicle - Public Works (Fleet) | 960 |
| Replacement pick up - Public Works (Ground) | 1,440 |
| Replacement tractor - Public Works (Ground) | 4,500 |
| Loader - Public Works (Ground) | 3,420 |
| Replacement utility vehicle (2) - Parks & Rec. (Parks) | 4,740 |
| Replacement van - Parks & Rec. (Parks) | 1,725 |
| Beach Tractor - Parks & Rec. (Parks) | 3,600 |
| Replacement utility vehicle - Fire/Rescue | 2,140 |
| Replacement command vehicle - Fire/Rescue | 5,100 |
| Replacement rescue ambulance - Fire/Rescue | 15,606 |
| Total | \$ 45,631 |

EXPENDITURE SUMMARY

| | Actual <u>05/06</u> | Actual <u>06/07</u> | Budget <u>07/08</u> | Budget <u>08/09</u> |
|--------------|------------------------|------------------------|------------------------|------------------------|
| Debt service | <u>\$ 4,137,156</u> | <u>\$ 4,428,401</u> | <u>\$ 4,610,701</u> | <u>\$ 4,619,161</u> |

**GENERAL FUND
EXPENDITURES BY OBJECT**

| DEBT SERVICE | 2007-08 | | | | | |
|--------------------------------|--------------------------|--------------------------|--------------------------|------------------|--------------------------|--------------------------|
| | 2005-06 | 2006-07 | Y-T-D | 2007-08 | 2007-08 | 2008-09 |
| <u>Account Description</u> | <u>Actual</u> | <u>Actual</u> | <u>Actual</u> | <u>Y-T-D</u> | <u>Original</u> | <u>Adopted</u> |
| | | | (Thru 3/31/08) | %age | Budget | Budget |
| Capital Lease - Principal | 651,507 | 658,341 | 661,017 | 96 | 689,621 | 721,223 |
| Capital Lease - Interest | 59,404 | 57,164 | 47,892 | 56 | 86,223 | 65,683 |
| Sports Complex Light Principal | 39,580 | 41,337 | 43,171 | 100 | 43,172 | 45,087 |
| Sports Complex Light Interest | 15,530 | 12,651 | 11,939 | 100 | 11,940 | 10,024 |
| Paying Agent Fees | 1,025 | - | - | - | - | - |
| 2003A CRA FMLC Debt | 510,429 | 507,673 | 160,434 | 32 | 508,550 | 507,000 |
| 2003B CRA FMLC Debt | 175,935 | 174,666 | 119,728 | 68 | 174,845 | 174,317 |
| 2006 FMLC Debt | - | 293,782 | 128,128 | 32 | 402,382 | 407,268 |
| <i>Debt Service</i> | <u>1,453,410</u> | <u>1,745,614</u> | <u>1,172,309</u> | <u>61</u> | <u>1,916,733</u> | <u>1,930,602</u> |
| 2000 FMLC Bonds | 961,409 | 961,453 | 917,046 | 95 | 968,168 | 963,443 |
| 2003 FMLC Bonds | 1,722,337 | 1,721,334 | 823,841 | 48 | 1,725,800 | 1,725,116 |
| <i>Nonoperating</i> | <u>2,683,746</u> | <u>2,682,787</u> | <u>1,740,887</u> | <u>65</u> | <u>2,693,968</u> | <u>2,688,559</u> |
| TOTAL DEBT SERVICE | <u>4,137,156</u> | <u>4,428,401</u> | <u>2,913,196</u> | <u>63</u> | <u>4,610,701</u> | <u>4,619,161</u> |
| TOTAL GENERAL FUND | <u>77,622,717</u> | <u>71,484,029</u> | <u>45,351,444</u> | <u>60</u> | <u>75,787,671</u> | <u>81,598,597</u> |

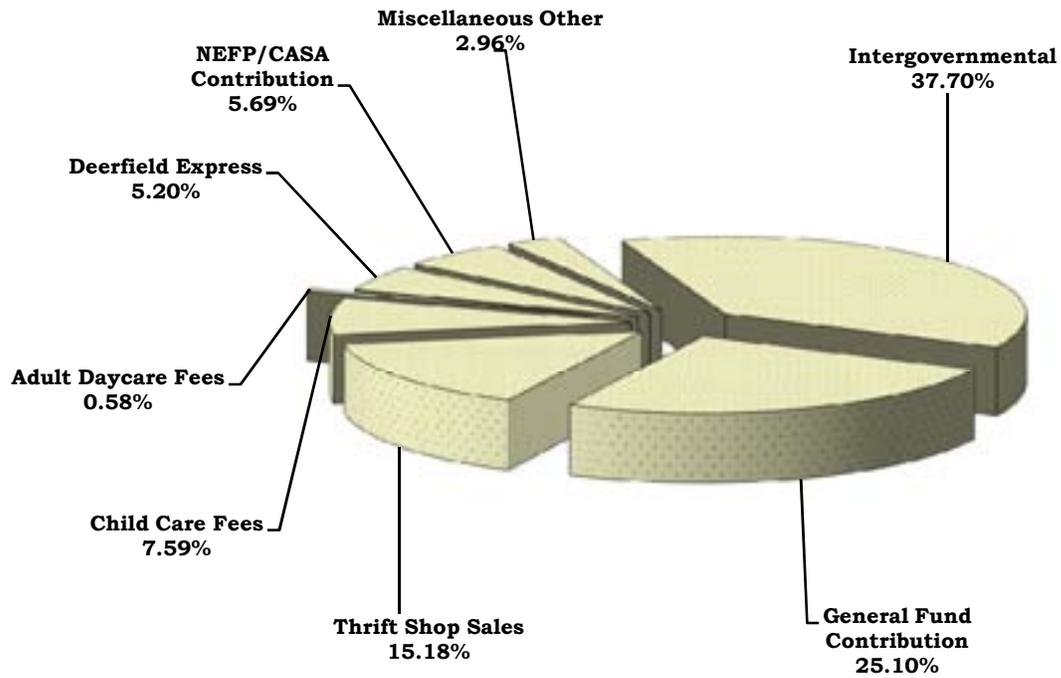
SENIOR SERVICES FUND
REVENUES BY CATEGORY AND SOURCE

| | 2005-06 Actual | 2006-07 Actual | 2007-08 | 2007-08 | 2007-08 Budget | 2008-09 Adopted Budget |
|--|-------------------|-------------------|-----------------------------------|---------------|-------------------|------------------------------|
| | | | Y-T-D Actual (Thru 3/31/08) | Y-T-D %age | | |
| INTERGOVERNMENTAL REVENUE | | | | | | |
| Home Energy Assistance | 16,938 | 9,728 | 6,321 | 71 | 8,842 | 9,973 |
| Title III E Federal Grant | - | - | 5,000 | - | - | 5,556 |
| Senior Citizen Federal Grant | 184,866 | 183,216 | 19,204 | 10 | 183,216 | 183,216 |
| <i>Federal Grants</i> | <u>201,804</u> | <u>192,944</u> | <u>30,525</u> | <u>16</u> | <u>192,058</u> | <u>198,745</u> |
| ADI - State Grant | 368,138 | 385,469 | 259,625 | 69 | 375,462 | 375,462 |
| ADI - Local Cash Match | 54,521 | 54,521 | 9,178 | - | - | 54,521 |
| Local Service Program (LSP) | 124,986 | 139,797 | 70,847 | 53 | 134,085 | 134,085 |
| <i>State Grants</i> | <u>547,645</u> | <u>579,787</u> | <u>339,650</u> | <u>67</u> | <u>509,547</u> | <u>564,068</u> |
| BACC Therapy/Supplies | 500 | - | - | - | - | - |
| AAA - Alzheimer's Supplement | - | - | - | - | 54,521 | - |
| AAA - Local Cash Match | 3,617 | 8,744 | 9,300 | 106 | 8,744 | 8,744 |
| Paratransit | 145,701 | 233,318 | 146,635 | 73 | 200,000 | 221,654 |
| <i>Grants From Other Local Units</i> | <u>149,818</u> | <u>242,062</u> | <u>155,935</u> | <u>59</u> | <u>263,265</u> | <u>230,398</u> |
| TOTAL INTERGOV'T REVENUES | <u>899,267</u> | <u>1,014,793</u> | <u>526,110</u> | <u>55</u> | <u>964,870</u> | <u>993,211</u> |
| CHARGES FOR SERVICES | | | | | | |
| Deerfield Express | 149,004 | 110,728 | 70,565 | 61 | 115,000 | 130,000 |
| Natura Transportation Svcs | 9,486 | 5,000 | 2,150 | - | - | - |
| Transit Fees | 7,040 | 14,108 | 12,239 | 175 | 7,000 | 7,000 |
| <i>Transportation</i> | <u>165,530</u> | <u>129,836</u> | <u>84,954</u> | <u>70</u> | <u>122,000</u> | <u>137,000</u> |
| Adult Day Care Fees | 39,761 | 28,152 | 5,564 | 19 | 30,000 | 15,000 |
| Alzheimer Caregiver Fees | 22,604 | 23,596 | 14,168 | 89 | 16,000 | 18,000 |
| CVE - We Care | 6,000 | - | - | - | - | - |
| Channeling Project | 24,520 | 9,540 | 4,260 | 43 | 10,000 | 5,000 |
| <i>Human Services</i> | <u>92,885</u> | <u>61,288</u> | <u>23,992</u> | <u>43</u> | <u>56,000</u> | <u>38,000</u> |
| Thrift Shop Mdse Sales | 210,816 | 189,527 | 119,230 | 48 | 250,000 | 279,802 |
| Thrift Shop Mdse Sales - Cr Card | 107,774 | 108,903 | 33,727 | 38 | 88,198 | 80,198 |
| Thrift Shop Mdse Sales - Nontaxable | 41,308 | 39,219 | 29,085 | 73 | 40,000 | 40,000 |
| Coffee Shop Sales | 2,977 | 1,991 | 1,560 | 39 | 4,000 | 4,000 |
| <i>Culture/Recreation</i> | <u>362,875</u> | <u>339,640</u> | <u>183,602</u> | <u>48</u> | <u>382,198</u> | <u>404,000</u> |
| TOTAL CHARGES FOR SVCS | <u>621,290</u> | <u>530,764</u> | <u>292,548</u> | <u>52</u> | <u>560,198</u> | <u>579,000</u> |
| MISCELLANEOUS REVENUE | | | | | | |
| Interest on Idle Cash | (15,244) | (13,987) | (5,941) | - | - | - |
| <i>Interest Earnings</i> | <u>(15,244)</u> | <u>(13,987)</u> | <u>(5,941)</u> | <u>-</u> | <u>-</u> | <u>-</u> |
| Surplus Furniture/Equip Sales | - | 308 | - | - | - | - |
| <i>Sales/Comp Loss of Fixed Assets</i> | <u>-</u> | <u>308</u> | <u>-</u> | <u>-</u> | <u>-</u> | <u>-</u> |
| Child Care Fees | 157,634 | 219,212 | 127,026 | 73 | 173,200 | 200,000 |
| Alzheimer Caregiver Donations | 4,343 | 1,564 | 3,720 | 186 | 2,000 | 2,000 |
| Pledge - NEFP CASA, Inc. | 150,000 | 187,500 | 75,000 | 50 | 150,000 | 150,000 |
| Childcare | - | 6,425 | - | - | - | - |
| Adult Daycare | 1,825 | 3,500 | - | - | - | - |
| Computer Prodigies | 13,853 | 9,385 | 830 | 8 | 10,000 | 10,000 |
| Creole Daycare Donations | 1,225 | 1,170 | 1,520 | - | - | - |
| Other Contributions/Donations | 170 | 200 | 160 | - | - | - |

SENIOR SERVICES FUND
REVENUES BY CATEGORY AND SOURCE

| | 2005-06 Actual | 2006-07 Actual | 2007-08 | 2007-08 | 2007-08 Budget | 2008-09 Adopted Budget |
|--|-------------------|-------------------|-----------------------------------|---------------|-------------------|------------------------------|
| | | | Y-T-D Actual (Thru 3/31/08) | Y-T-D %age | | |
| Volunteer Awards Day | 4,000 | 2,899 | 3,810 | 127 | 3,000 | 3,000 |
| Holiday Party Contributions | 485 | 510 | - | - | - | - |
| Tree of Life Donations | 1,100 | 600 | 1,125 | 225 | 500 | 1,000 |
| Health Fair | 2,003 | 2,625 | 1,763 | - | - | - |
| <i>Contribution From Private Sources</i> | <u>336,638</u> | <u>435,590</u> | <u>214,954</u> | <u>63</u> | <u>338,700</u> | <u>366,000</u> |
| Other Miscellaneous Revenue | - | 750 | 3 | - | - | - |
| Project Income - ADI | 1,081 | 176 | 252 | - | - | - |
| Senior Center Project Income | 26,868 | 33,818 | 16,975 | 49 | 35,000 | 35,000 |
| <i>Other Miscellaneous Revenues</i> | <u>27,949</u> | <u>34,744</u> | <u>17,230</u> | <u>49</u> | <u>35,000</u> | <u>35,000</u> |
| TOTAL MISC REVENUES | <u>349,343</u> | <u>456,655</u> | <u>226,243</u> | <u>61</u> | <u>373,700</u> | <u>401,000</u> |
| NON-REVENUES | | | | | | |
| General Fund | 489,557 | 548,657 | 274,329 | 50 | 548,657 | 661,382 |
| <i>Interfund Transfers</i> | <u>489,557</u> | <u>548,657</u> | <u>274,329</u> | <u>50</u> | <u>548,657</u> | <u>661,382</u> |
| TOTAL NON-REVENUES | <u>489,557</u> | <u>548,657</u> | <u>274,329</u> | <u>50</u> | <u>548,657</u> | <u>661,382</u> |
| TOTAL SENIOR SERVICES FUND | <u>2,359,457</u> | <u>2,550,869</u> | <u>1,319,230</u> | <u>54</u> | <u>2,447,425</u> | <u>2,634,593</u> |

**City of Deerfield Beach
Projected Revenues - Senior Services Fund
Fiscal Year 2008/09**



Total projected revenues: \$2,634,593

Senior Services

**Administration
Senior Center
Alzheimer's Day Care Centers
Intergenerational Adult Day Services
Child Care Centers
Thrift Shop**

DEPARTMENT DESCRIPTION

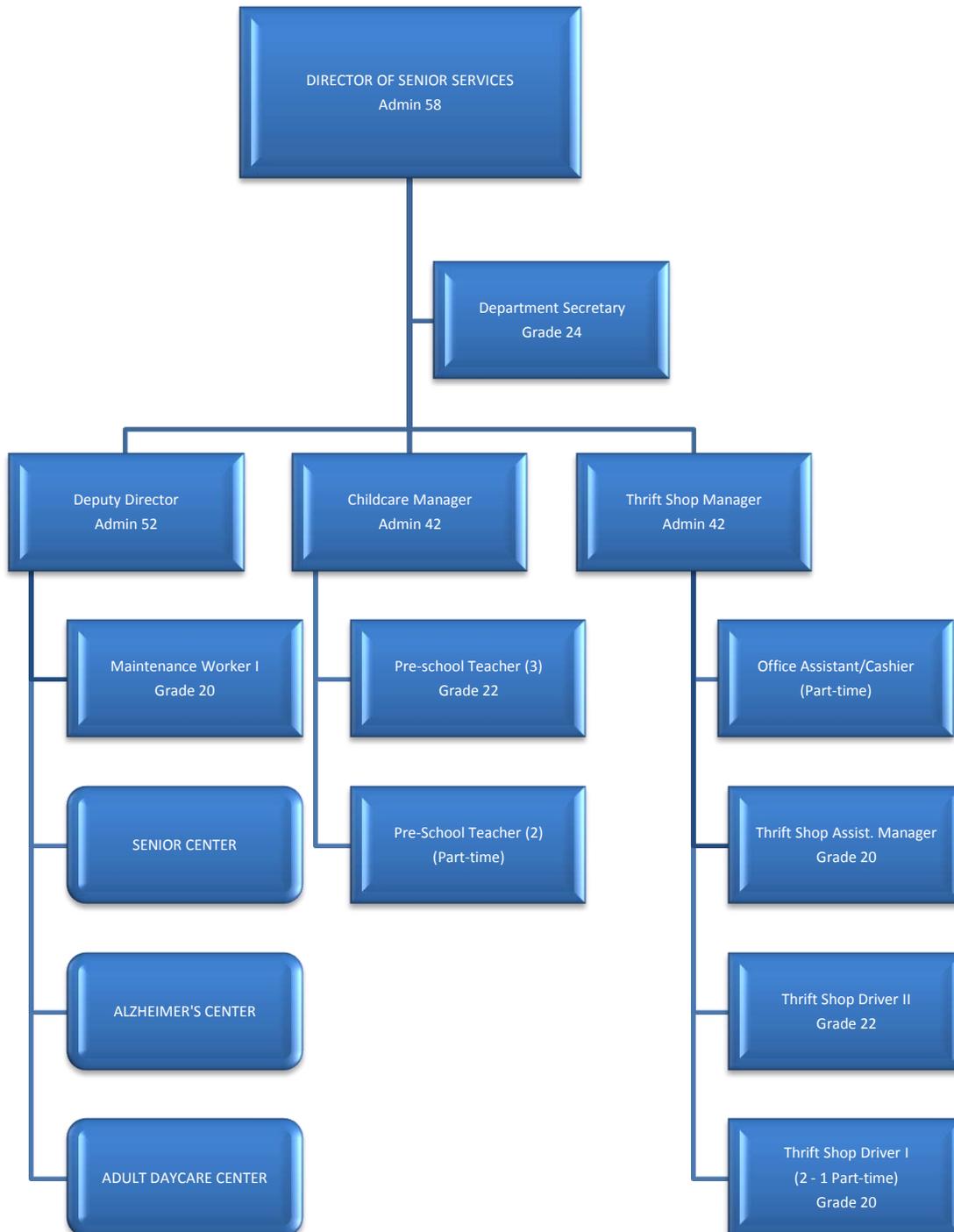
The Department of Senior Services provides quality programs and services to promote social, physical, and psychological well-being in response to the needs of adults, seniors and children of Deerfield Beach and northern Broward County. In 1981, a joint effort between the City and the Area Agency on Aging of Broward County created the Northeast (NE) Focal Point Senior Center to provide federally mandated services to individuals age sixty and over. Senior Services also administers the Intergenerational Adult Day Services, the Child Care Centers, the Alzheimer's Day Care Centers and the Thrift Shop.

Funding for the Senior Services Department comes from federal and state administered grants, fees for services, fund-raisers, the Area Agency on Aging, NE Focal Point CASA*, Inc. (Children's, Alzheimer's, Senior and Adult Services), NE Focal Point Thrift Shop, and the City of Deerfield Beach General Fund.

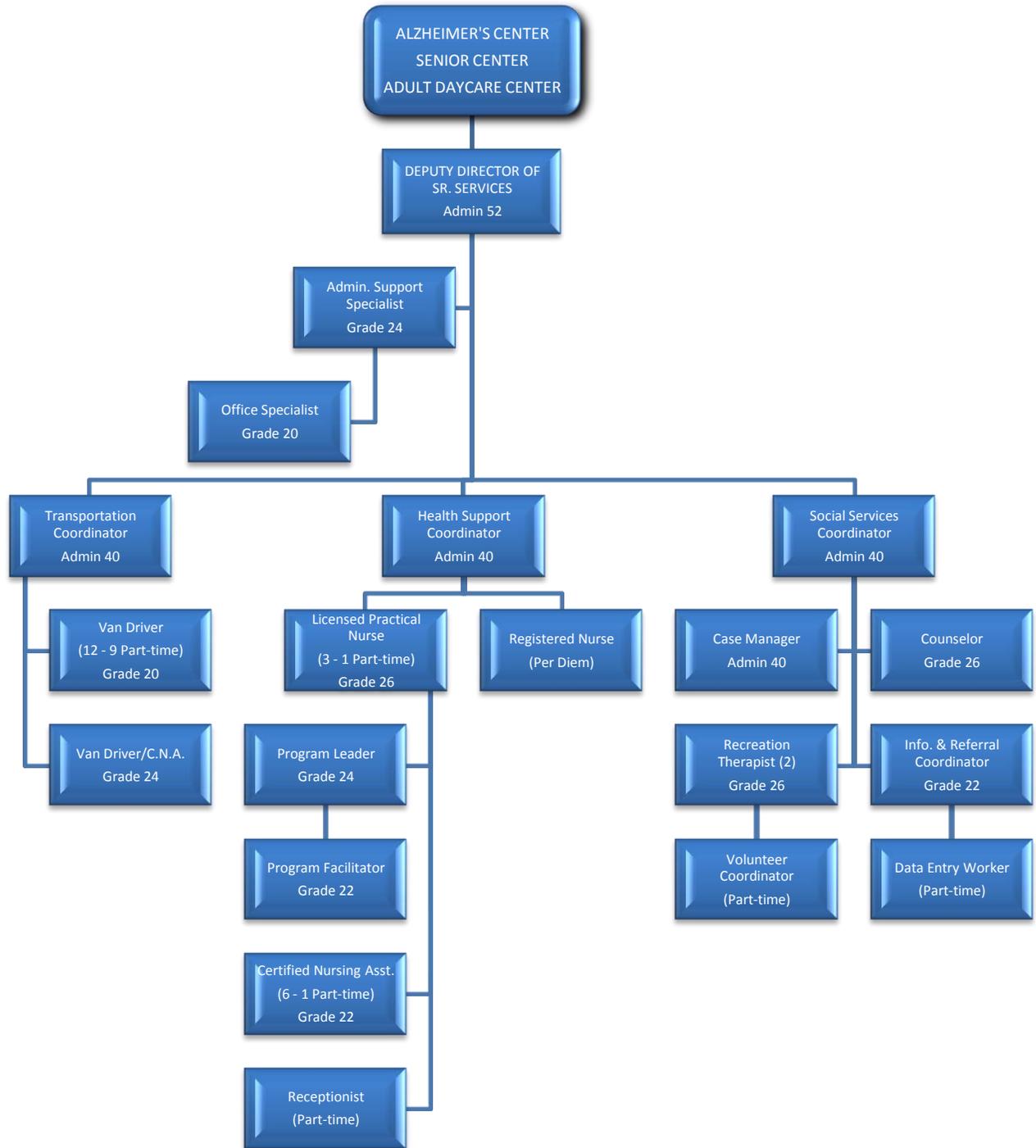
DEPARTMENT GOALS

- Provide quality internal and external customer service
- Initiate public/private partnerships on behalf of the Adult Day Care services, Alzheimer's Center and Senior Center
- Continually develop new programs and services to meet the changing needs of the community
- Increase public/private financial support for the Northeast Focal Point
- Decrease reliance on General Fund Transfers to fund Senior Services' budget
- Encourage employee training and development

Senior Services Department Organization Chart



Senior Services Department Organization Chart, Page 2





DEPARTMENT: SENIOR SERVICES

DEPARTMENT/DIVISION GOALS,
OBJECTIVES, & MEASUREMENTS -
FY2009



CITY GOAL#3 SUPERIOR CUSTOMER SERVICE

| DEPARTMENT GOALS | DEPARTMENT OBJECTIVES | DEPARTMENT MEASUREMENTS | FY 07 (actual) | FY 08 (estimate) | FY 09 (budget) |
|--|---|---|-----------------------|-------------------------|-----------------------|
| Provide Quality Internal and External Customer Service | - Conduct a satisfaction survey for the Child Care Center once a year and achieve a 90% approval rating | - % of participants satisfied with the service | 94% | 97% | 97% |
| | Conduct a satisfaction survey for the Alzheimer's Center once a year and achieve a 95% approval rating | - % of participants satisfied with the service | 99% | 99% | 97% |
| | - Conduct a satisfaction survey for Adult Day Services once a year and achieve a 95% approval rating | - % of participants satisfied with the service | 99% | 99% | 97% |
| | - Provide 2 hours of Customer Service training for Departmental new employees | - % of Departmental employees receiving customer service training | 100% | 100% | 100% |

CITY GOAL#4 ENCOURAGE CLOSE RELATIONSHIP BETWEEN PUBLIC & PRIVATE SECTORS

| DEPARTMENT GOALS | DEPARTMENT OBJECTIVES | DEPARTMENT MEASUREMENTS | FY 07 (actual) | FY 08 (estimate) | FY 09 (budget) |
|--|--|---------------------------------|-----------------------|-------------------------|-----------------------|
| Increase Public / Private Through Private Sector Participation and Support | - Initiate public/private sector contacts on behalf of the Child Care Center throughout the year | - # of new partnerships created | 5 | 5 | 5 |
| | - Initiate public/private sector contacts on behalf of the Thrift Shop throughout the year | - # of new partnerships created | 35 | 39 | 40 |

**CITY GOAL#4
ENCOURAGE CLOSE RELATIONSHIP BETWEEN PUBLIC &
PRIVATE SECTORS**

**DEPARTMENT:
SENIOR SERVICES**

| DEPARTMENT GOALS | DEPARTMENT OBJECTIVES | DEPARTMENT MEASUREMENTS | FY 07 (actual) | FY 08 (estimate) | FY 09 (budget) |
|------------------|---|---------------------------------|----------------|------------------|----------------|
| | - Initiate public/private sector contacts on behalf of Adult Day Services, Alzheimer's Center & Senior Center throughout the year | - # of new partnerships created | 5 | 5 | 5 |

**CITY GOAL#5
PROACTIVELY ADDRESS QUALITY OF LIFE ISSUES**

| DEPARTMENT GOALS | DEPARTMENT OBJECTIVES | DEPARTMENT MEASUREMENTS | FY 07 (actual) | FY 08 (estimate) | FY 09 (budget) |
|---|--|------------------------------|----------------|------------------|----------------|
| Continually Develop New Programs & Services to Meet The Changing Needs of the Community | - Initiate new cost effective programs/services for the Senior Center throughout the year | - # of new programs/services | 7 | 7 | 5 |
| | - Initiate new cost effective programs/services for Adult Day Services and Alzheimer's throughout the year | - # of new programs/services | 4 | 4 | 4 |

**CITY GOAL#6
FINANCIAL HEALTH OF THE CITY**

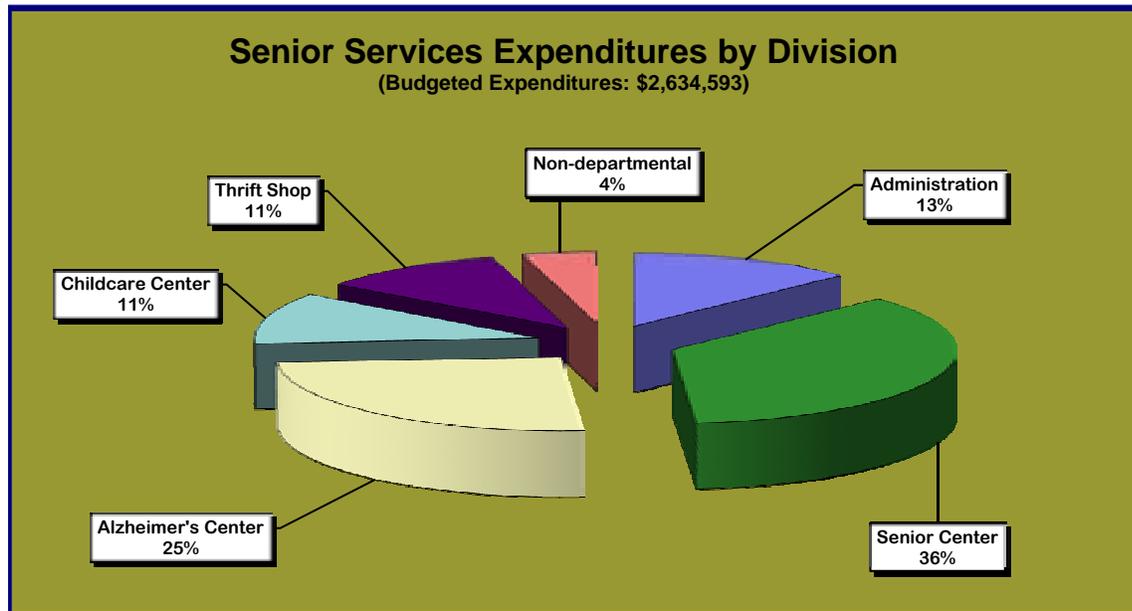
| DEPARTMENT GOALS | DEPARTMENT OBJECTIVES | DEPARTMENT MEASUREMENTS | FY 07 (actual) | FY 08 (estimate) | FY 09 (budget) |
|---|---|---|----------------|------------------|----------------|
| Maintain Financial Solvency of the Department | - Increase pledges from the N.E. Focal Point CASA, Inc | - \$ amount of pledge from N.E. Focal Point CASA, Inc. | \$150K | \$150K | \$150K |
| | - Maintain a 95% enrollment rate in the Child Care Center | - % enrollment rate per year | 98% | 98% | 99% |
| | - Maintain a 75% enrollment rate in the Adult Day Care Center | - % enrollment rate per year | 75% | 75% | 75% |
| | - Increase Thrift Shop Sales per year | - \$ amount of Thrift Shop Sales | \$360K | \$378K | \$400K |
| | - Continued less reliance on General Fund Transfers to Senior Services Fund | - \$ amount of General Fund contribution to Senior Services | \$489.5K | \$548.5K | \$651.5K |

**CITY GOAL#8
EMPLOYEE DEVELOPMENT & SATISFACTION**

| DEPARTMENT GOALS | DEPARTMENT OBJECTIVES | DEPARTMENT MEASUREMENTS | FY 07 (actual) | FY 08 (estimate) | FY 09 (budget) |
|--|---|---|-----------------|------------------|----------------|
| Encourage Employee Development/ Training | - Meet with Departmental Management Team once a month | - # of Departmental Management Team meetings per year | 12 | 12 | 12 |
| | - Provide appropriate developmental training for all Departmental Employees | - # of hours devoted to training | 10 per employee | 8 per employee | 6 per employee |

**CITY OF DEERFIELD BEACH
SENIOR SERVICES FUND
EXPENDITURE SUMMARY**

| DEPARTMENT/DIVISION | ESTIMATED EXPENDITURES 2007-08 | ESTIMATED EXPENDITURES 2008-09 | DOLLAR CHANGE | PERCENTAGE CHANGE | PAGE REFERENCE |
|---------------------|--------------------------------|--------------------------------|-----------------------|--------------------|----------------|
| Administration | 319,740 | 338,710 | 18,970 | 5.9% | 158 |
| Senior Center | 882,957 | 943,853 | 60,896 | 6.9% | 161 |
| Alzheimer's Center | 608,238 | 663,110 | 54,872 | 9.0% | 164 |
| Childcare Center | 272,545 | 296,605 | 24,060 | 8.8% | 168 |
| Thrift Shop | 252,545 | 280,915 | 28,370 | 11.2% | 170 |
| Non-departmental | 111,400 | 111,400 | - | 0.0% | 172 |
| TOTAL | <u>2,447,425</u> | <u>2,634,593</u> | <u>187,168</u> | <u>7.6%</u> | |



Administration Division

PERSONNEL SUMMARY

| <u>Grade</u> | <u>Position/Title</u> | <u>06/07</u> | <u>07/08</u> | <u>08/09</u> |
|--------------|-----------------------------|--------------|--------------|--------------|
| 58 | Director of Senior Services | 1 | 1 | 1 |
| 52 | Deputy Director | 1 | 1 | 1 |
| 20 | Maintenance Worker I | <u>1</u> | <u>1</u> | <u>1</u> |
| | Total | <u>3</u> | <u>3</u> | <u>3</u> |

EXPENDITURE SUMMARY

| | <u>Actual</u> <u>05/06</u> | <u>Actual</u> <u>06/07</u> | <u>Budget</u> <u>07/08</u> | <u>Budget</u> <u>08/09</u> |
|------------------------|-------------------------------|-------------------------------|-------------------------------|-------------------------------|
| Personal services | \$ 309,166 | \$ 282,145 | \$ 289,440 | \$ 306,910 |
| Operating expenditures | <u>81,246</u> | <u>69,097</u> | <u>30,300</u> | <u>31,800</u> |
| Total | <u>\$ 390,412</u> | <u>\$ 351,242</u> | <u>\$ 319,740</u> | <u>\$ 338,710</u> |

**SENIOR SERVICES FUND
EXPENDITURES BY OBJECT**

| SENIOR SERVICES Administration | 2007-08 | | | | | |
|--|-------------------|-------------------|-----------------------------------|--------------------------|-------------------------------|------------------------------|
| | 2005-06 Actual | 2006-07 Actual | Y-T-D Actual (Thru 3/31/08) | 2007-08 Y-T-D %age | 2007-08 Original Budget | 2008-09 Adopted Budget |
| <u>Account Description</u> | | | | | | |
| Regular Salary | 260,490 | 225,494 | 81,254 | 35 | 232,650 | 244,620 |
| Overtime | 364 | - | - | - | - | - |
| Longevity | 16,170 | 12,486 | 5,194 | 48 | 10,910 | 14,050 |
| Sick Leave Conversion Pay | 1,399 | 5,729 | 3,679 | 57 | 6,500 | 6,500 |
| <i>Salaries & Wages</i> | <u>278,423</u> | <u>243,709</u> | <u>90,127</u> | <u>36</u> | <u>250,060</u> | <u>265,170</u> |
| FICA | 19,237 | 15,506 | 4,576 | 24 | 19,130 | 20,290 |
| <i>Payroll Taxes</i> | <u>19,237</u> | <u>15,506</u> | <u>4,576</u> | <u>24</u> | <u>19,130</u> | <u>20,290</u> |
| Nonuniformed Pension Plan | - | 9,495 | - | - | - | - |
| ICMA Pension Plan | 11,506 | 13,435 | 7,148 | 35 | 20,250 | 21,450 |
| <i>Pension Contributions</i> | <u>11,506</u> | <u>22,930</u> | <u>7,148</u> | <u>35</u> | <u>20,250</u> | <u>21,450</u> |
| Custodial Services | 16,200 | 16,200 | 8,700 | 52 | 16,800 | 18,000 |
| Service to Maintain Bldgs | 3,757 | 7,745 | 550 | 28 | 2,000 | 2,000 |
| Service to Maintain Office Eq | 54 | 72 | 36 | 18 | 200 | 300 |
| Service to Maintain Equipment | 1,485 | 1,500 | 750 | 30 | 2,500 | 2,500 |
| Pest Control Services | 2,049 | 1,903 | 836 | 56 | 1,500 | 2,000 |
| <i>Repair and Maintenance Svcs</i> | <u>23,545</u> | <u>27,420</u> | <u>10,872</u> | <u>47</u> | <u>23,000</u> | <u>24,800</u> |
| Other Contractual Services | 17,851 | 21,071 | 6,989 | - | - | - |
| <i>Other Contractual Services</i> | <u>17,851</u> | <u>21,071</u> | <u>6,989</u> | <u>-</u> | <u>-</u> | <u>-</u> |
| Fans, Heaters & FPL Bills | 16,536 | 8,419 | 1,986 | - | - | - |
| <i>Utility Services</i> | <u>16,536</u> | <u>8,419</u> | <u>1,986</u> | <u>-</u> | <u>-</u> | <u>-</u> |
| Cellular Phone Service | 2,407 | 1,822 | 986 | - | - | - |
| Pager Rental | 22 | 17 | - | - | - | - |
| Postage | 4 | - | - | - | 100 | 100 |
| Telephone Equip/Repair | - | 445 | - | - | - | - |
| <i>Communication Services</i> | <u>2,433</u> | <u>2,284</u> | <u>986</u> | <u>986</u> | <u>100</u> | <u>100</u> |
| Duplicating Supplies | 264 | 431 | - | - | 1,000 | 500 |
| Clothing Allowance | 121 | 125 | - | - | - | - |
| Office Supplies | 2,559 | 567 | 367 | 37 | 1,000 | 1,000 |
| Clean and Sani Supplies | 3,982 | 4,401 | - | - | 2,500 | 2,500 |
| Minor Equip, Tools & Hdwe | - | 31 | - | - | 300 | 300 |
| Food | 160 | 89 | - | - | 200 | 200 |
| Medical and Lab Supplies | 46 | - | - | - | - | - |
| Health Fair Expenses | 75 | - | - | - | - | - |
| Volunteer Awards Day | 3,200 | 3,268 | 3,536 | - | - | - |
| Supplies - Recreational | 177 | - | - | - | - | - |
| Other Commodities | 339 | 394 | 18 | - | - | - |
| <i>Materials and Supplies</i> | <u>10,923</u> | <u>9,306</u> | <u>3,921</u> | <u>78</u> | <u>5,000</u> | <u>4,500</u> |

**SENIOR SERVICES FUND
EXPENDITURES BY OBJECT**

| SENIOR SERVICES Administration | 2007-08 | | | | | |
|--|-----------------------|-----------------------|--|--------------------------|-------------------------------|------------------------------|
| | 2005-06 Actual | 2006-07 Actual | 2007-08 Y-T-D Actual (Thru 3/31/08) | 2007-08 Y-T-D %age | 2007-08 Original Budget | 2008-09 Adopted Budget |
| <u>Account Description</u> | | | | | | |
| Rent of Equipment | 5,098 | - | - | - | 1,000 | - |
| Rent of Security System | 3,752 | - | - | - | 800 | 1,000 |
| <i>Rentals and Leases</i> | <u>8,850</u> | - | - | - | <u>1,800</u> | <u>1,000</u> |
| Matl to Maint Vehicles | 270 | - | - | - | - | - |
| <i>Vehicle Operating Expense</i> | <u>270</u> | - | - | - | - | - |
| Travel and Training | 227 | - | - | - | - | 1,000 |
| Printing | 203 | 437 | - | - | 200 | 200 |
| Miscellaneous Refunds | 54 | - | - | - | - | - |
| Photography | 80 | - | - | - | 100 | 100 |
| Dues & Memberships | 274 | 160 | - | - | 100 | 100 |
| <i>Other Operating Expenditures</i> | <u>838</u> | <u>597</u> | - | - | <u>400</u> | <u>1,400</u> |
| Total Administration | <u>390,412</u> | <u>351,242</u> | <u>126,605</u> | <u>40</u> | <u>319,740</u> | <u>338,710</u> |

Senior Center

The Senior Center provides services and activities to promote the well-being of the senior population. These include information and referral, public education, health support, counseling, recreation, transportation, nutrition, legal assistance, volunteer opportunities and the emergency home energy assistance program.

PERSONNEL SUMMARY

| <u>Grade</u> | <u>Position/Title</u> | <u>06/07</u> | <u>07/08</u> | <u>08/09</u> |
|--------------|--------------------------------------|------------------|------------------|------------------|
| 40 | Health Support Coordinator | 1 | 1 | 1 |
| UCL | Registered Nurse (Per diem) | 1 | 1 | 1 |
| 26 | Recreation Therapist | 1 | 1 | 1 |
| 26 | Counselor | 1 | 1 | 1 |
| 28 | Office Supervisor | 1 | 0 | 0 |
| 24 | Administrative Support Specialist | 0 | 1 | 1 |
| 20 | Office Specialist | 1 | 1 | 1 |
| 22 | Information & Referral Coordinator | 1 | 1 | 1 |
| UCL | Data Entry Worker (part-time) | 1 | 1 | 1 |
| 40 | Transportation Coordinator | 1 | 1 | 1 |
| 26 | Assistant Transportation Coordinator | 1 | 1 | 0 |
| 20 | Van Driver (9 part-time) | 12 | 12 | 12 |
| UCL | Receptionist (part-time) | 0 | 1 | 0 |
| UCL | Volunteer Coordinator (part-time) | <u>1</u> | <u>1</u> | <u>1</u> |
| | Total | <u>23</u> | <u>24</u> | <u>22</u> |

EXPENDITURE SUMMARY

| | <u>Actual</u> <u>05/06</u> | <u>Actual</u> <u>06/07</u> | <u>Budget</u> <u>07/08</u> | <u>Budget</u> <u>08/09</u> |
|------------------------|-------------------------------|-------------------------------|-------------------------------|-------------------------------|
| Personal services | \$ 558,978 | \$ 623,131 | \$ 758,225 | \$ 811,290 |
| Operating expenditures | 94,308 | 30,214 | 124,732 | 132,563 |
| Capital outlay | - | - | - | - |
| Total | <u>\$ 653,286</u> | <u>\$ 653,345</u> | <u>\$ 882,957</u> | <u>\$ 943,853</u> |

**SENIOR SERVICES FUND
EXPENDITURES BY OBJECT**

| SENIOR SERVICES Senior Center | 2007-08 | | | | | |
|-----------------------------------|-------------------|-------------------|--|--------------------------|-------------------------------|------------------------------|
| | 2005-06 Actual | 2006-07 Actual | 2007-08 Y-T-D Actual (Thru 3/31/08) | 2007-08 Y-T-D %age | 2007-08 Original Budget | 2008-09 Adopted Budget |
| <i>Account Description</i> | | | | | | |
| Regular Salary | 470,649 | 537,012 | 270,187 | 42 | 647,907 | 703,445 |
| Overtime | 7,526 | 787 | - | - | - | - |
| Longevity | 10,741 | 10,725 | 4,142 | 31 | 13,520 | 10,190 |
| Sick Leave Conversion Pay | 3,452 | 1,991 | 1,971 | 30 | 6,500 | 6,500 |
| <i>Salaries & Wages</i> | <u>492,368</u> | <u>550,515</u> | <u>276,300</u> | <u>41</u> | <u>667,927</u> | <u>720,135</u> |
| FICA | 37,054 | 41,524 | 20,804 | 41 | 51,100 | 55,090 |
| <i>Payroll Taxes</i> | <u>37,054</u> | <u>41,524</u> | <u>20,804</u> | <u>41</u> | <u>51,100</u> | <u>55,090</u> |
| ICMA Pension Plan | 29,556 | 31,092 | 15,701 | 40 | 39,198 | 36,065 |
| <i>Pension Contributions</i> | <u>29,556</u> | <u>31,092</u> | <u>15,701</u> | <u>40</u> | <u>39,198</u> | <u>36,065</u> |
| Custodial Services | - | - | - | - | - | 1,500 |
| <i>Repair and Maint Services</i> | <u>-</u> | <u>-</u> | <u>-</u> | <u>-</u> | <u>-</u> | <u>1,500</u> |
| AAA - Computer Service | 180 | 160 | 100 | 2 | 5,000 | 5,000 |
| Other Contractual Services | 1,698 | 1,659 | 474 | - | - | 1,000 |
| <i>Other Contractual Services</i> | <u>1,878</u> | <u>1,819</u> | <u>574</u> | <u>11</u> | <u>5,000</u> | <u>6,000</u> |
| Fans, Heaters and FPL Bills | - | - | - | - | 8,842 | 9,973 |
| <i>Utility Services</i> | <u>-</u> | <u>-</u> | <u>-</u> | <u>-</u> | <u>8,842</u> | <u>9,973</u> |
| Office Supplies | 3,162 | 3,234 | 1,780 | 71 | 2,500 | 3,500 |
| Clean and Sani Supplies | - | 20 | - | - | - | 500 |
| Minor Equip, Tools & Hdwe | 1,750 | 1,506 | (1,041) | (104) | 1,000 | 1,000 |
| Food | - | 13 | 10 | 5 | 200 | 200 |
| Medical and Lab Supplies | - | 347 | 241 | 34 | 700 | 700 |
| Supplies - Recreational | 419 | 345 | 672 | 75 | 900 | 900 |
| Coffee Shop Supplies | 3,208 | 3,183 | 1,939 | 65 | 3,000 | 3,000 |
| Other Commodities | 3,252 | 1,592 | 2,160 | 108 | 2,000 | 3,000 |
| <i>Materials and Supplies</i> | <u>11,791</u> | <u>10,240</u> | <u>5,761</u> | <u>56</u> | <u>10,300</u> | <u>12,800</u> |
| Rent of Equipment | 447 | 967 | 2,966 | 74 | 4,000 | 5,000 |
| Rent of Security System | 278 | 725 | 150 | 19 | 800 | 1,000 |
| <i>Rentals and Leases</i> | <u>725</u> | <u>1,692</u> | <u>3,116</u> | <u>65</u> | <u>4,800</u> | <u>6,000</u> |

**SENIOR SERVICES FUND
EXPENDITURES BY OBJECT**

| SENIOR SERVICES Senior Center | 2007-08 | | | | | |
|---|-----------------------|-----------------------|-----------------------------------|--------------------------|-------------------------------|------------------------------|
| | 2005-06 | 2006-07 | Y-T-D Actual (Thru 3/31/08) | 2007-08 Y-T-D %age | 2007-08 Original Budget | 2008-09 Adopted Budget |
| <u>Account Description</u> | | | | | | |
| Auto Body Repair | - | - | 1,311 | - | - | 2,000 |
| Gasoline | 20,592 | 2,126 | 12,800 | 64 | 20,000 | 20,000 |
| Diesel Fuel | 31,198 | 3,464 | 25,118 | 70 | 36,000 | 36,000 |
| Matl to Maint Vehicles | 17,319 | (3,402) | 11,214 | 47 | 24,000 | 24,000 |
| Tires | 6,445 | 8,251 | 4,813 | 67 | 7,200 | 7,200 |
| Batteries | 203 | 1,085 | 437 | 63 | 690 | 690 |
| Oil and Lubricants | 438 | 468 | 216 | 31 | 700 | 700 |
| Compressed Natural Gas | - | - | - | - | 3,000 | 1,000 |
| <i>Vehicle Operating Expense</i> | <u>76,195</u> | <u>11,992</u> | <u>55,909</u> | <u>61</u> | <u>91,590</u> | <u>91,590</u> |
| Travel and Training | 1,058 | 1,515 | 466 | 93 | 500 | 1,000 |
| Printing | 35 | 229 | 180 | 90 | 200 | 200 |
| Photography | 9 | 18 | - | - | - | - |
| Laundry and Cleaning | 2,367 | 2,444 | 1,133 | 38 | 3,000 | 3,000 |
| Dues & Memberships | 250 | 265 | 204 | 41 | 500 | 500 |
| <i>Other Operating Expenditures</i> | <u>3,719</u> | <u>4,471</u> | <u>1,983</u> | <u>47</u> | <u>4,200</u> | <u>4,700</u> |
| Total Senior Center | <u>653,286</u> | <u>653,345</u> | <u>380,148</u> | <u>43</u> | <u>882,957</u> | <u>943,853</u> |

Alzheimer's Day Care Center

Two Alzheimer Day Care Centers provide respite to caregivers and activities to individuals stricken with Alzheimer's disease. Case management and weekly support groups assist caregivers with coping skills.

PERSONNEL SUMMARY

| <u>Grade</u> | <u>Position/Title</u> | <u>06/07</u> | <u>07/08</u> | <u>08/09</u> |
|--------------|---|--------------|--------------|--------------|
| 40 | Social Services Coordinator | 1 | 1 | 1 |
| 40 | Case Manager | 1 | 1 | 1 |
| 26 | Licensed Practical Nurse (1 part-time) | 2 | 2 | 3 |
| 26 | Recreation Therapist | 1 | 1 | 1 |
| 24 | Van Driver/C.N.A. | 1 | 1 | 1 |
| 24 | Program Leader | 0 | 0 | 1 |
| 22 | Program Facilitator | 0 | 0 | 1 |
| 22 | Certified Nursing Assistant (1 part-time) | 8 | 8 | 6 |
| 24 | Department Secretary | 1 | 1 | 1 |
| UCL | Receptionist (part-time) | 0 | 0 | 1 |
| | Total | <u>15</u> | <u>15</u> | <u>17</u> |

EXPENDITURE SUMMARY

| | <u>Actual</u> <u>05/06</u> | <u>Actual</u> <u>06/07</u> | <u>Budget</u> <u>07/08</u> | <u>Budget</u> <u>08/09</u> |
|------------------------|-------------------------------|-------------------------------|-------------------------------|-------------------------------|
| Personal services | \$ 529,139 | \$ 538,544 | \$ 599,238 | \$ 651,720 |
| Operating expenditures | <u>7,304</u> | <u>6,277</u> | <u>9,000</u> | <u>11,390</u> |
| Total | <u>\$ 536,443</u> | <u>\$ 544,821</u> | <u>\$ 608,238</u> | <u>\$ 663,110</u> |

CITY OF DEERFIELD BEACH, FLORIDA
SENIOR SERVICES FUND
EXPENDITURES BY OBJECT

| SENIOR SERVICES Alzheimer's Center | 2007-08 | | | | | |
|--|-----------------------|-----------------------|--|--------------------------|-------------------------------|------------------------------|
| | 2005-06 | 2006-07 | 2007-08 Y-T-D Actual (Thru 3/31/08) | 2007-08 Y-T-D %age | 2007-08 Original Budget | 2008-09 Adopted Budget |
| <u>Account Description</u> | | | | | | |
| Regular Salary | 428,412 | 440,885 | 224,980 | 47 | 480,068 | 517,185 |
| Overtime | 2,826 | - | - | - | - | - |
| Longevity | 17,987 | 19,647 | 10,574 | 45 | 23,655 | 29,990 |
| Sick Leave Conversion Pay | 9,426 | 6,241 | 6,220 | 62 | 10,000 | 10,000 |
| <i>Salaries & Wages</i> | <u>458,651</u> | <u>466,773</u> | <u>241,774</u> | <u>47</u> | <u>513,723</u> | <u>557,175</u> |
| FICA | 33,865 | 34,605 | 17,800 | 45 | 39,150 | 42,625 |
| <i>Payroll Taxes</i> | <u>33,865</u> | <u>34,605</u> | <u>17,800</u> | <u>45</u> | <u>39,150</u> | <u>42,625</u> |
| ICMA Pension Plan | 36,623 | 37,166 | 19,282 | 42 | 46,365 | 51,910 |
| <i>Pension Contributions</i> | <u>36,623</u> | <u>37,166</u> | <u>19,282</u> | <u>42</u> | <u>46,365</u> | <u>51,910</u> |
| Custodial Services | - | - | - | - | - | 2,000 |
| Serv to Maintain Buildings | 2,450 | - | - | - | - | - |
| Serv to Maintain Equipment | 245 | - | - | - | - | - |
| <i>Repair and Maint Services</i> | <u>2,695</u> | <u>-</u> | <u>-</u> | <u>-</u> | <u>-</u> | <u>2,000</u> |
| AAA - Computer Service | 300 | 320 | 100 | 10 | 1,000 | 1,000 |
| <i>Other Contractual Services</i> | <u>300</u> | <u>320</u> | <u>100</u> | <u>10</u> | <u>1,000</u> | <u>1,000</u> |
| Office Supplies | 578 | 729 | 381 | 38 | 1,000 | 1,000 |
| Minor Equip, Tools & Hdwe | 637 | - | 35 | 2 | 1,500 | 1,500 |
| Food | 170 | 285 | - | - | 500 | 500 |
| Medical and Lab Supplies | 608 | 587 | - | - | 700 | 700 |
| Supplies - Recreational | 60 | 616 | 932 | 117 | 800 | 1,000 |
| Volunteer Snacks | 22 | 20 | - | - | - | - |
| Other Commodities | 1,873 | 2,393 | 728 | 36 | 2,000 | 2,000 |
| <i>Materials and Supplies</i> | <u>3,948</u> | <u>4,630</u> | <u>2,076</u> | <u>32</u> | <u>6,500</u> | <u>6,700</u> |
| Rent of Equipment | - | 782 | 438 | 44 | 1,000 | 1,000 |
| <i>Rentals and Leases</i> | <u>-</u> | <u>782</u> | <u>438</u> | <u>44</u> | <u>1,000</u> | <u>1,000</u> |
| Travel and Training | 361 | 545 | 256 | 85 | 300 | 500 |
| Dues & Memberships | - | - | - | - | 200 | 200 |
| <i>Other Operating Expenditures</i> | <u>361</u> | <u>545</u> | <u>256</u> | <u>51</u> | <u>500</u> | <u>700</u> |
| Total Alzheimer's Center | <u>536,443</u> | <u>544,821</u> | <u>281,726</u> | <u>46</u> | <u>608,238</u> | <u>663,110</u> |

Adult Day Care Center

The Intergenerational Adult Day Services provides a structured program of supportive services and activities for functionally impaired and frail adults. These services maintain the family unit and prevents premature institutionalization.

PERSONNEL SUMMARY

| <u>Grade</u> | <u>Position/Title</u> | <u>06/07</u> | <u>07/08</u> | <u>08/09</u> |
|--------------|--------------------------|--------------|--------------|--------------|
| 26 | Licensed Practical Nurse | 1 | 0 | 0 |
| UCL | Receptionist (part-time) | <u>1</u> | <u>0</u> | <u>0</u> |
| | Total | <u>2</u> | <u>0</u> | <u>0</u> |

Effective 10/01/07, the Adult Daycare Division was merged into the Senior Center Division.

EXPENDITURE SUMMARY

| | <u>Actual</u> <u>05/06</u> | <u>Actual</u> <u>06/07</u> | <u>Budget</u> <u>07/08</u> | <u>Budget</u> <u>08/09</u> |
|------------------------|-------------------------------|-------------------------------|-------------------------------|-------------------------------|
| Personal services | \$ 49,291 | \$ 50,304 | \$ - | \$ - |
| Operating expenditures | <u>2,043</u> | <u>6,316</u> | <u>-</u> | <u>-</u> |
| Total | <u>\$ 51,334</u> | <u>\$ 56,620</u> | <u>\$ -</u> | <u>\$ -</u> |

SENIOR SERVICES FUND
EXPENDITURES BY OBJECT

| SENIOR SERVICES Adult Care | | | 2007-08 | | | |
|-------------------------------------|----------------------|----------------------|-----------------------------------|--------------------------|-------------------------------|------------------------------|
| | 2005-06 | 2006-07 | Y-T-D Actual (Thru 3/31/08) | 2007-08 Y-T-D %age | 2007-08 Original Budget | 2008-09 Adopted Budget |
| <u>Account Description</u> | | | | | | |
| Regular Salary | 42,703 | 43,118 | - | - | - | - |
| Sick Leave Conversion Pay | 503 | 804 | - | - | - | - |
| <i>Salaries & Wages</i> | <u>43,206</u> | <u>43,922</u> | <u>-</u> | <u>-</u> | <u>-</u> | <u>-</u> |
| FICA | 3,305 | 3,360 | - | - | - | - |
| <i>Payroll Taxes</i> | <u>3,305</u> | <u>3,360</u> | <u>-</u> | <u>-</u> | <u>-</u> | <u>-</u> |
| ICMA Pension Plan | 2,780 | 3,022 | - | - | - | - |
| <i>Pension Contributions</i> | <u>2,780</u> | <u>3,022</u> | <u>-</u> | <u>-</u> | <u>-</u> | <u>-</u> |
| Office Supplies | 3 | 154 | - | - | - | - |
| Medical and Lab Supplies | 60 | 85 | - | - | - | - |
| Supplies - Recreational | 90 | 38 | - | - | - | - |
| Other Commodities | 1,625 | 928 | - | - | - | - |
| <i>Materials and Supplies</i> | <u>1,778</u> | <u>1,205</u> | <u>-</u> | <u>-</u> | <u>-</u> | <u>-</u> |
| Rental of Equipment | 175 | 4,689 | - | - | - | - |
| <i>Rental and Leases</i> | <u>175</u> | <u>4,689</u> | <u>-</u> | <u>-</u> | <u>-</u> | <u>-</u> |
| Travel and Training | - | 392 | - | - | - | - |
| Dues & Memberships | 90 | 30 | - | - | - | - |
| <i>Other Operating Expenditures</i> | <u>90</u> | <u>422</u> | <u>-</u> | <u>-</u> | <u>-</u> | <u>-</u> |
| Total Adult Care | <u>51,334</u> | <u>56,620</u> | <u>-</u> | <u>-</u> | <u>-</u> | <u>-</u> |

(1) Effective October 1, 2007, the Adult Care Division was merged into the Senior Center Division.

Child Care Center

The two Intergenerational Child Care Centers, licensed by Broward County, provide preschoolers with developmentally appropriate activities in a learning environment.

PERSONNEL SUMMARY

| <u>Grade</u> | <u>Position/Title</u> | <u>06/07</u> | <u>07/08</u> | <u>08/09</u> |
|--------------|---------------------------------|--------------|--------------|--------------|
| 42 | Child Care Manager | 1 | 1 | 1 |
| 22 | Pre-school Teacher | 3 | 3 | 3 |
| UCL | Pre-school Teacher (substitute) | <u>2</u> | <u>2</u> | <u>2</u> |
| | Total | <u>6</u> | <u>6</u> | <u>6</u> |

EXPENDITURE SUMMARY

| | <u>Actual</u> <u>05/06</u> | <u>Actual</u> <u>06/07</u> | <u>Budget</u> <u>07/08</u> | <u>Budget</u> <u>08/09</u> |
|------------------------|-------------------------------|-------------------------------|-------------------------------|-------------------------------|
| Personal services | \$ 203,657 | \$ 225,127 | \$ 251,395 | \$ 269,155 |
| Operating expenditures | 23,216 | 26,172 | 21,150 | 27,450 |
| Total | <u>\$ 226,873</u> | <u>\$ 251,299</u> | <u>\$ 272,545</u> | <u>\$ 296,605</u> |

**SENIOR SERVICES FUND
EXPENDITURES BY OBJECT**

| SENIOR SERVICES Child Care Center | 2007-08 | | | | | |
|---|-----------------------|-----------------------|-----------------------------------|--------------------------|-------------------------------|------------------------------|
| | 2005-06 Actual | 2006-07 Actual | Y-T-D Actual (Thru 3/31/08) | 2007-08 Y-T-D %age | 2007-08 Original Budget | 2008-09 Adopted Budget |
| <u>Account Description</u> | | | | | | |
| Regular Salary | 171,936 | 191,953 | 95,572 | 45 | 211,335 | 225,175 |
| Overtime | 988 | - | - | - | - | - |
| Longevity | 3,154 | 3,776 | 2,041 | 48 | 4,215 | 5,220 |
| Sick Leave Conversion Pay | 2,405 | 1,997 | 2,355 | 59 | 4,000 | 4,000 |
| <i>Salaries & Wages</i> | <u>178,483</u> | <u>197,726</u> | <u>99,968</u> | <u>46</u> | <u>219,550</u> | <u>234,395</u> |
| FICA | 12,646 | 13,964 | 7,198 | 43 | 16,800 | 17,930 |
| <i>Payroll Taxes</i> | <u>12,646</u> | <u>13,964</u> | <u>7,198</u> | <u>43</u> | <u>16,800</u> | <u>17,930</u> |
| ICMA Pension Plan | 12,528 | 13,437 | 6,144 | 41 | 15,045 | 16,830 |
| <i>Pension Contributions</i> | <u>12,528</u> | <u>13,437</u> | <u>6,144</u> | <u>41</u> | <u>15,045</u> | <u>16,830</u> |
| Programming Software | 950 | - | - | - | - | - |
| <i>Professional Services</i> | <u>950</u> | <u>-</u> | <u>-</u> | <u>-</u> | <u>-</u> | <u>-</u> |
| Custodial Services | - | - | - | - | - | 1,200 |
| Serv to Maintain Equip | 877 | - | - | - | - | - |
| <i>Repair and Maint Services</i> | <u>877</u> | <u>-</u> | <u>-</u> | <u>-</u> | <u>-</u> | <u>1,200</u> |
| Office Supplies | 506 | 1,201 | 641 | 92 | 700 | 1,000 |
| Minor Equip, Tools & Hdwe | 59 | 141 | - | - | 150 | 150 |
| Children's Meal | 14,537 | 19,216 | 7,586 | 51 | 15,000 | 18,000 |
| Medical and Lab Supplies | 18 | - | - | - | - | - |
| Supplies - Recreational | 2,789 | 2,897 | 784 | 31 | 2,500 | 2,500 |
| Other Commodities | 500 | 591 | 60 | 12 | 500 | 1,000 |
| <i>Materials and Supplies</i> | <u>18,409</u> | <u>24,046</u> | <u>9,071</u> | <u>48</u> | <u>18,850</u> | <u>22,650</u> |
| Rent of Equipment | - | - | - | - | 300 | 300 |
| Rent of Security System | 510 | 426 | 218 | 27 | 800 | 1,800 |
| <i>Rentals and Leases</i> | <u>510</u> | <u>426</u> | <u>218</u> | <u>20</u> | <u>1,100</u> | <u>2,100</u> |
| Travel and Training | 923 | 523 | 56 | 11 | 500 | 500 |
| Photography | 800 | 842 | 253 | 51 | 500 | 500 |
| Advertising | 100 | - | - | - | - | - |
| Govt Fees and Permits | 407 | - | - | - | - | - |
| Dues & Memberships | 240 | 335 | (120) | (60) | 200 | 500 |
| <i>Other Operating Expenditures</i> | <u>2,470</u> | <u>1,700</u> | <u>189</u> | <u>16</u> | <u>1,200</u> | <u>1,500</u> |
| Total Child Care Center | <u>226,873</u> | <u>251,299</u> | <u>122,788</u> | <u>45</u> | <u>272,545</u> | <u>296,605</u> |

Thrift Shop

The Thrift Shop receives tax deductible donations of merchandise from individuals, realtors, estates, consignment shops, and other businesses. Thirty-seven volunteers assist in the operation of the thrift shop. Volunteers operate the shop under the leadership of the management team. Proceeds from the shop supplement grant funding for all programs in the Department of Senior Services

PERSONNEL SUMMARY

| <u>Grade</u> | <u>Position/Title</u> | <u>06/07</u> | <u>07/08</u> | <u>08/09</u> |
|--------------|--------------------------------------|--------------|--------------|--------------|
| 42 | Thrift Shop Manager | 1 | 1 | 1 |
| 20 | Thrift Shop Assistant Manager | 1 | 1 | 1 |
| UCL | Office Assistant/Cashier (part-time) | 1 | 1 | 1 |
| 22 | Thrift Shop Driver II | 1 | 1 | 1 |
| 20 | Thrift Shop Driver I (part-time) | <u>2</u> | <u>2</u> | <u>2</u> |
| | Total | <u>6</u> | <u>6</u> | <u>6</u> |

EXPENDITURE SUMMARY

| | <u>Actual</u> <u>05/06</u> | <u>Actual</u> <u>06/07</u> | <u>Budget</u> <u>07/08</u> | <u>Budget</u> <u>08/09</u> |
|------------------------|-------------------------------|-------------------------------|-------------------------------|-------------------------------|
| Personal services | \$ 201,432 | \$ 222,926 | \$ 233,345 | \$ 255,065 |
| Operating expenditures | 42,084 | 114,274 | 19,200 | 25,850 |
| Total | <u>\$ 243,516</u> | <u>\$ 337,200</u> | <u>\$ 252,545</u> | <u>\$ 280,915</u> |

SENIOR SERVICES FUND
EXPENDITURES BY OBJECT

| SENIOR SERVICES Thrift Shop | 2007-08 | | | | | |
|---------------------------------------|-------------------------|-------------------------|-----------------------------------|--------------------------|-------------------------------|------------------------------|
| | 2005-06 | 2006-07 | Y-T-D Actual (Thru 3/31/08) | 2007-08 Y-T-D %age | 2007-08 Original Budget | 2008-09 Adopted Budget |
| <u>Account Description</u> | | | | | | |
| Regular Salary | 174,790 | 191,918 | 100,586 | 51 | 197,175 | 215,875 |
| Overtime | 448 | 8 | - | - | - | - |
| Longevity | 1,460 | 1,890 | 1,275 | 48 | 2,665 | 2,915 |
| Sick Leave Conversion Pay | 707 | 2,248 | 209 | 6 | 3,500 | 3,500 |
| <i>Salaries & Wages</i> | <u>177,405</u> | <u>196,064</u> | <u>102,070</u> | <u>50</u> | <u>203,340</u> | <u>222,290</u> |
| FICA | 12,910 | 14,464 | 7,562 | 49 | 15,560 | 17,005 |
| <i>Payroll Taxes</i> | <u>12,910</u> | <u>14,464</u> | <u>7,562</u> | <u>49</u> | <u>15,560</u> | <u>17,005</u> |
| ICMA Pension Plan | 11,117 | 12,398 | 6,606 | 46 | 14,445 | 15,770 |
| <i>Pension Contributions</i> | <u>11,117</u> | <u>12,398</u> | <u>6,606</u> | <u>46</u> | <u>14,445</u> | <u>15,770</u> |
| Other Contractual Services | 63 | - | - | - | - | - |
| <i>Other Contractual Services</i> | <u>63</u> | <u>-</u> | <u>-</u> | <u>-</u> | <u>-</u> | <u>-</u> |
| Custodial Services | - | - | - | - | - | 1,800 |
| <i>Repair and Maint Services</i> | <u>-</u> | <u>-</u> | <u>-</u> | <u>-</u> | <u>-</u> | <u>1,800</u> |
| Clothing Allowance | 705 | 1,000 | 308 | 26 | 1,200 | 1,200 |
| Office Supplies | 1,796 | 240 | 770 | 154 | 500 | 1,000 |
| Minor Equip, Tools & Hdwe | 49 | 107 | - | - | - | - |
| Volunteer Snacks | 1,527 | 585 | 243 | 35 | 700 | 700 |
| Other Commodities | 1,133 | 2,543 | 1,329 | 111 | 1,200 | 1,500 |
| <i>Materials and Supplies</i> | <u>5,210</u> | <u>4,475</u> | <u>2,650</u> | <u>74</u> | <u>3,600</u> | <u>4,400</u> |
| Rent of Equipment | 432 | 1,418 | 109 | - | - | 800 |
| Rent of Security System | - | - | - | - | 800 | 800 |
| <i>Rentals and Leases</i> | <u>432</u> | <u>1,418</u> | <u>109</u> | <u>14</u> | <u>800</u> | <u>1,600</u> |
| Auto Body Repair | - | 4,497 | 210 | - | - | 300 |
| Gasoline | 7,678 | 25,813 | 1,712 | 38 | 4,500 | 4,000 |
| Diesel Fuel | 11,266 | 41,131 | 1,923 | - | - | 2,500 |
| Matl to Maint Vehicles | 6,671 | 27,150 | 330 | 15 | 2,250 | 2,000 |
| Tires | 2,224 | 251 | 631 | 63 | 1,000 | 1,000 |
| Batteries | 108 | 56 | 63 | 42 | 150 | 150 |
| Oil and Lubricants | 190 | 99 | 2 | 2 | 100 | 100 |
| <i>Vehicle Operating Expense</i> | <u>28,137</u> | <u>98,997</u> | <u>4,871</u> | <u>61</u> | <u>8,000</u> | <u>10,050</u> |
| Travel and Training | 125 | 108 | - | - | - | 200 |
| Printing | 107 | - | - | - | - | - |
| Advertising | 4,169 | 4,808 | 2,098 | 70 | 3,000 | 3,000 |
| Laundry and Cleaning | 538 | 562 | 270 | 34 | 800 | 800 |
| <i>Other Operating Expenditures</i> | <u>4,939</u> | <u>5,478</u> | <u>2,368</u> | <u>62</u> | <u>3,800</u> | <u>4,000</u> |
| Credit Card Service Fees | 3,303 | 3,906 | 1,309 | 44 | 3,000 | 4,000 |
| <i>Credit Card Fees - Thrift Shop</i> | <u>3,303</u> | <u>3,906</u> | <u>1,309</u> | <u>44</u> | <u>3,000</u> | <u>4,000</u> |
| Total Thrift Shop | <u>243,516</u> | <u>337,200</u> | <u>127,545</u> | <u>51</u> | <u>252,545</u> | <u>280,915</u> |
| TOTAL SENIOR SERVICES | <u>2,101,864</u> | <u>2,194,527</u> | <u>1,038,812</u> | <u>44</u> | <u>2,336,025</u> | <u>2,523,193</u> |

Non-Departmental

Non-Departmental represents the transfer to the Insurance Services Trust Fund for the Senior Services Department's portion of insurance coverage. Prior to fiscal year 2005, pension costs for this department's various divisions were reflected as non-departmental. Pension costs will now be reported in the various operating divisions' budgets.

EXPENDITURE SUMMARY

| | Actual <u>05/06</u> | Actual <u>06/07</u> | Budget <u>07/08</u> | Budget <u>08/09</u> |
|----------------------------|------------------------|------------------------|------------------------|------------------------|
| Non-operating expenditures | \$ 111,400 | \$ 111,400 | \$ 111,400 | \$ 111,400 |
| Total | <u>\$ 111,400</u> | <u>\$ 111,400</u> | <u>\$ 111,400</u> | <u>\$ 111,400</u> |

SENIOR SERVICES FUND
EXPENDITURES BY OBJECT

| NON-DEPARTMENTAL | 2005-06 | 2006-07 | 2007-08 | 2007-08 | 2007-08 | 2008-09 |
|---|-------------------------|-------------------------|-------------------------|------------------|-------------------------|-------------------------|
| | | | Y-T-D | | | |
| <u>Account Description</u> | <u>Actual</u> | <u>Actual</u> | <u>Actual</u> | <u>%age</u> | <u>Budget</u> | <u>Budget</u> |
| Trans to Ins Serv Fund | <u>111,400</u> | <u>111,400</u> | <u>55,700</u> | <u>50</u> | <u>111,400</u> | <u>111,400</u> |
| <i>Nonoperating/Interfund Transfers</i> | <u>111,400</u> | <u>111,400</u> | <u>55,700</u> | <u>50</u> | <u>111,400</u> | <u>111,400</u> |
| <i>Total Non-Departmental</i> | <u>111,400</u> | <u>111,400</u> | <u>55,700</u> | <u>50</u> | <u>111,400</u> | <u>111,400</u> |
| TOTAL SENIOR SERVICES FUND | <u>2,213,264</u> | <u>2,305,927</u> | <u>1,094,512</u> | <u>45</u> | <u>2,447,425</u> | <u>2,634,593</u> |

STATE REVENUE SHARING FUND
REVENUES BY CATEGORY AND SOURCE

| | 2005-06 | 2006-07 | 2007-08 | 2007-08 | 2007-08 | 2008-09 |
|----------------------------------|------------------|------------------|-----------------------|----------------|------------------|------------------|
| | Actual | Actual | Y-T-D | Y-T-D | Budget | Adopted |
| | | | (Thru 3/31/08) | %age | | Budget |
| INTERGOVERNMENTAL REVENUE | | | | | | |
| State Revenue Sharing | <u>2,231,623</u> | <u>2,030,470</u> | <u>793,186</u> | <u>35</u> | <u>2,234,833</u> | <u>2,011,607</u> |
| State Shared Revenues | <u>2,231,623</u> | <u>2,030,470</u> | <u>793,186</u> | <u>35</u> | <u>2,234,833</u> | <u>2,011,607</u> |
| | | | | | | |
| TOTAL INTERGOV'T REVENUES | <u>2,231,623</u> | <u>2,030,470</u> | <u>793,186</u> | <u>35</u> | <u>2,234,833</u> | <u>2,011,607</u> |
| | | | | | | |
| TOTAL STATE REV SHARING FUND | <u>2,231,623</u> | <u>2,030,470</u> | <u>793,186</u> | <u>35</u> | <u>2,234,833</u> | <u>2,011,607</u> |

State Revenue Sharing

DESCRIPTION

The State Revenue Sharing fund accounts for all State Revenue Sharing funds received from the State of Florida. The proceeds are split between the Road and Bridge Fund and the General Fund in accordance with State law.

EXPENDITURE SUMMARY

| | Actual <u>05/06</u> | Actual <u>06/07</u> | Budget <u>07/08</u> | Budget <u>08/09</u> |
|----------------------------|------------------------|------------------------|------------------------|------------------------|
| Non-operating expenditures | <u>\$ 2,231,623</u> | <u>\$ 2,030,470</u> | <u>\$ 2,234,833</u> | <u>\$ 2,011,607</u> |

**STATE REVENUE SHARING FUND
EXPENDITURES BY OBJECT**

| NON-DEPARTMENTAL | 2005-06 Actual | 2006-07 Actual | 2007-08 | | 2007-08 Original Budget | 2008-09 Adopted Budget |
|---|-------------------|-------------------|-----------------------------------|--------------------------|-------------------------------|------------------------------|
| | | | Y-T-D Actual (Thru 3/31/08) | 2007-08 Y-T-D %age | | |
| <u>Account Description</u> | | | | | | |
| Trans to General Fund | 1,617,954 | 1,493,408 | 581,961 | 35 | 1,639,697 | 1,475,916 |
| Trans to Road & Bridge Fund | <u>613,669</u> | <u>537,062</u> | <u>211,225</u> | <u>35</u> | <u>595,136</u> | <u>535,691</u> |
| <i>Nonoperating/Interfund Transfers</i> | <u>2,231,623</u> | <u>2,030,470</u> | <u>793,186</u> | <u>35</u> | <u>2,234,833</u> | <u>2,011,607</u> |
| Total Non-Departmental | <u>2,231,623</u> | <u>2,030,470</u> | <u>793,186</u> | <u>35</u> | <u>2,234,833</u> | <u>2,011,607</u> |
| TOTAL STATE REV SHARING FUND | <u>2,231,623</u> | <u>2,030,470</u> | <u>793,186</u> | <u>35</u> | <u>2,234,833</u> | <u>2,011,607</u> |

FRANCHISE FEES FUND
REVENUES BY CATEGORY AND SOURCE

| | 2005-06 | 2006-07 | 2007-08 | 2007-08 | 2007-08 | 2008-09 |
|----------------------------------|-------------------------|-------------------------|-------------------------|------------------|-------------------------|-------------------------|
| | Actual | Actual | Y-T-D | Y-T-D | Budget | Adopted |
| | | | Actual | %age | | Budget |
| | | | (Thru 3/31/08) | | | |
| TAXES | | | | | | |
| Electric Franchise Fees | <u>5,492,939</u> | <u>6,983,852</u> | <u>3,052,509</u> | <u>51</u> | <u>6,000,000</u> | <u>5,700,000</u> |
| <i>Franchise Fees</i> | <u>5,492,939</u> | <u>6,983,852</u> | <u>3,052,509</u> | <u>51</u> | <u>6,000,000</u> | <u>5,700,000</u> |
| TOTAL TAXES | <u>5,492,939</u> | <u>6,983,852</u> | <u>3,052,509</u> | <u>51</u> | <u>6,000,000</u> | <u>5,700,000</u> |
| TOTAL FRANCHISE FEES FUND | <u><u>5,492,939</u></u> | <u><u>6,983,852</u></u> | <u><u>3,052,509</u></u> | <u><u>51</u></u> | <u><u>6,000,000</u></u> | <u><u>5,700,000</u></u> |

Franchise Fees

DESCRIPTION

The Franchise Fees fund accounts for the City's share of FP&L franchise fees. These monies are earmarked for the debt service payments on the Series 2006 improvement revenue bonds, which were issued during January, 2007. The balance of the receipts (after debt service requirements are met) is transferred to the General Fund.

EXPENDITURE SUMMARY

| | Actual <u>05/06</u> | Actual <u>06/07</u> | Budget <u>07/08</u> | Budget <u>08/09</u> |
|----------------------------|------------------------|------------------------|------------------------|------------------------|
| Non-operating expenditures | <u>\$ 5,492,939</u> | <u>\$ 6,983,852</u> | <u>\$ 6,000,000</u> | <u>\$ 5,700,000</u> |

**FRANCHISE FEES FUND
EXPENDITURES BY OBJECT**

| NON-DEPARTMENTAL | 2005-06 Actual | 2006-07 Actual | 2007-08 | 2007-08 | 2007-08 | 2008-09 |
|---|---------------------------|---------------------------|--|-----------------------|----------------------------|---------------------------|
| | | | Y-T-D Actual (Thru 3/31/08) | Y-T-D %age | Original Budget | Adopted Budget |
| <u>Account Description</u> | | | | | | |
| Trans to General Fund | 5,140,606 | 6,983,852 | 3,052,509 | 55 | 5,597,615 | 5,292,732 |
| Trans to 1992 Improv Rev Bond S/F | 352,333 | - | - | - | - | - |
| Trans to 2006 Revenue Bond Fund | - | - | - | - | 402,385 | 407,268 |
| <i>Nonoperating/Interfund Transfers</i> | <u>5,492,939</u> | <u>6,983,852</u> | <u>3,052,509</u> | <u>51</u> | <u>6,000,000</u> | <u>5,700,000</u> |
| Total Non-Departmental | <u>5,492,939</u> | <u>6,983,852</u> | <u>3,052,509</u> | <u>51</u> | <u>6,000,000</u> | <u>5,700,000</u> |
| TOTAL FRANCHISE FEES FUND | <u>5,492,939</u> | <u>6,983,852</u> | <u>3,052,509</u> | <u>51</u> | <u>6,000,000</u> | <u>5,700,000</u> |

COMMUNITY DEVELOPMENT BLOCK GRANT FUND
REVENUES BY CATEGORY AND SOURCE

| | 2005-06 | 2006-07 | 2007-08 | 2007-08 | 2007-08 | 2008-09 |
|--------------------------------------|----------------|------------------|-----------------------|----------------|----------------|----------------|
| | Actual | Actual | Y-T-D | Y-T-D | Budget | Adopted |
| | | | Actual | %age | | Budget |
| | | | (Thru 3/31/08) | | | |
| INTERGOVERNMENTAL REVENUE | | | | | | |
| Community Develop Block Grant (CDBG) | 454,553 | 1,183,260 | 132,653 | 17 | 768,139 | 738,902 |
| <i>Federal Grants</i> | <u>454,553</u> | <u>1,183,260</u> | <u>132,653</u> | <u>17</u> | <u>768,139</u> | <u>738,902</u> |
| <i>TOTAL INTERGOV'T REVENUES</i> | <u>454,553</u> | <u>1,183,260</u> | <u>132,653</u> | <u>17</u> | <u>768,139</u> | <u>738,902</u> |
| TOTAL COMM DEV BLK GRANT FUND | <u>454,553</u> | <u>1,183,260</u> | <u>132,653</u> | <u>17</u> | <u>768,139</u> | <u>738,902</u> |

Community Development Block Grant

DESCRIPTION

In 1999, the City of Deerfield Beach was notified by the U.S. Department of Housing and Urban Development (HUD) that because its population now exceeded 50,000, the City was eligible to begin directly receiving federal grant funds as an entitlement community through the Community Development Block Grant (CDBG) program. The City received its first entitlement funding in fiscal year 2001. It will continue to receive funding on an annual basis as long as it meets all of HUD's grant requirements for the program.

As one of the prerequisites for receiving funds under the CDBG program, HUD requires that the City develop a plan entitled the "Consolidated Plan" for how it will use these funds. In order to ensure the Consolidated Plan represents the opinions of the City, its residents, social service agencies, and affordable housing providers, the City is required to follow an extensive citizen participation process. This yearly process, which includes public notices, workshops, and hearings, is designed to ensure that the City's residents can actively participate in the Plan's development.

The Consolidated Plan is a five-year strategic plan that examines the community's needs and the City's program priorities, and then sets overall goals and objectives for the CDBG program. This longer term plan sets the framework for the development and implementation of subsequent one-year plans. Each year the City must prepare a one-year action plan that describes in detail the specific activities it will carry out using its grant funds.

EXPENDITURE SUMMARY

| | Actual 05/06 | Actual 06/07 | Budget 07/08 | Budget 08/09 |
|----------------------------|-------------------|---------------------|-------------------|-------------------|
| Operating expenditures | \$ 325,253 | \$ 1,061,436 | \$ 618,839 | \$ 591,122 |
| Non-operating expenditures | 129,173 | 121,823 | 149,300 | 147,780 |
| Total | <u>\$ 454,426</u> | <u>\$ 1,183,259</u> | <u>\$ 768,139</u> | <u>\$ 738,902</u> |

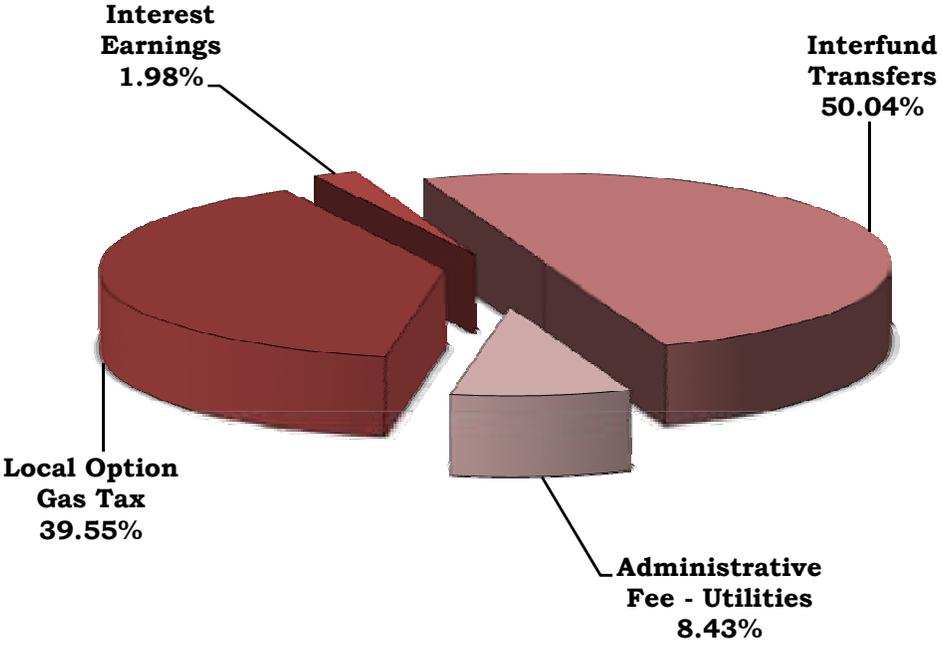
**COMMUNITY DEVELOPMENT BLOCK GRANT FUND
EXPENDITURES BY OBJECT**

| NON-DEPARTMENTAL | 2007-08 | | | | | |
|--|-----------------------|-------------------------|-----------------------------------|-------------------------------|-------------------------------|------------------------------|
| | 2005-06 Actual | 2006-07 Actual | Y-T-D Actual (Thru 3/31/08) | 2007-08 Original Budget | 2007-08 Original Budget | 2008-09 Adopted Budget |
| <u>Account Description</u> | | | | | | |
| Regular Salary | 600 | - | - | - | - | - |
| <i>Salaries & Wages</i> | <u>600</u> | <u>-</u> | <u>-</u> | <u>-</u> | <u>-</u> | <u>-</u> |
| Appraisal Fees | - | - | 350 | - | - | - |
| Economic Development Svcs | 505 | 560 | - | - | - | - |
| Youth/Family Counseling | - | - | - | - | 115,220 | 110,836 |
| Communication Services | 68 | 131 | 66 | - | - | - |
| <i>Professional Services</i> | <u>573</u> | <u>691</u> | <u>416</u> | <u>-</u> | <u>115,220</u> | <u>110,836</u> |
| Other Contractual Services | 6,916 | - | - | - | - | - |
| <i>Other Contractual Services</i> | <u>6,916</u> | <u>-</u> | <u>-</u> | <u>-</u> | <u>-</u> | <u>-</u> |
| Travel and Training | 825 | 1,720 | 495 | - | - | - |
| Advertising | 320 | 500 | - | - | - | - |
| Other Operating Expenses-Fees | 80 | - | - | - | - | - |
| <i>Other Operating Expenditures</i> | <u>1,225</u> | <u>2,220</u> | <u>495</u> | <u>-</u> | <u>-</u> | <u>-</u> |
| NW 3rd Ave Traffic Calming | 19,995 | - | - | - | - | - |
| Dist 2 Speed Table Instal. | - | - | 39,420 | - | - | - |
| <i>Capital Outlay</i> | <u>19,995</u> | <u>-</u> | <u>39,420</u> | <u>-</u> | <u>-</u> | <u>-</u> |
| Direct Client Subsidy | 85,000 | 270,000 | 150,000 | - | - | - |
| Home Rehab/Home Buyer | 40,017 | 315,641 | 118,169 | 23 | 503,619 | 480,286 |
| Commercial Façade | 87,523 | 385,397 | 20,000 | - | - | - |
| Brotherly Love Social Service | 25,000 | 20,000 | - | - | - | - |
| Gold Coast Impact Community | 20,000 | 25,000 | - | - | - | - |
| Boys and Girls Club | 9,823 | 4,985 | - | - | - | - |
| NEFP CASA, Inc. | 15,000 | 10,000 | - | - | - | - |
| Centro Cristiano | 10,000 | 12,500 | - | - | - | - |
| 2-1-1 First Call for Help | 3,581 | 5,002 | - | - | - | - |
| Dehoernle Alzheimers Pav | - | 5,000 | - | - | - | - |
| Choices Network Systems | - | 5,000 | - | - | - | - |
| <i>Total Grants and Aids</i> | <u>295,944</u> | <u>1,058,525</u> | <u>288,169</u> | <u>57</u> | <u>503,619</u> | <u>480,286</u> |
| Transfer to General Fund | 129,173 | 121,823 | - | - | 149,300 | 147,780 |
| <i>Non-operating/Interfund Transfers</i> | <u>129,173</u> | <u>121,823</u> | <u>-</u> | <u>-</u> | <u>149,300</u> | <u>147,780</u> |
| TOTAL NONDEPARTMENTAL | <u>454,426</u> | <u>1,183,259</u> | <u>328,500</u> | <u>43</u> | <u>768,139</u> | <u>738,902</u> |
| TOTAL CDBG FUND | <u>454,426</u> | <u>1,183,259</u> | <u>328,500</u> | <u>43</u> | <u>768,139</u> | <u>738,902</u> |

ROAD AND BRIDGE FUND
REVENUES BY CATEGORY AND SOURCE

| | 2005-06 | 2006-07 | 2007-08 Y-T-D Actual (Thru 3/31/08) | 2007-08 Y-T-D %age | 2007-08 Budget | 2008-09 Adopted Budget |
|-------------------------------------|------------------|------------------|--|--------------------------|-------------------|------------------------------|
| | Actual | Actual | | | | |
| TAXES | | | | | | |
| Local Option Gas Tax | 846,923 | 806,709 | 326,843 | 39 | 840,169 | 813,077 |
| Local Option Gas Tax - 3¢ | <u>570,856</u> | <u>578,078</u> | <u>235,209</u> | <u>40</u> | <u>589,193</u> | <u>581,911</u> |
| <i>Sales and Use Taxes</i> | <u>1,417,779</u> | <u>1,384,787</u> | <u>562,052</u> | <u>39</u> | <u>1,429,362</u> | <u>1,394,988</u> |
| TOTAL TAXES | <u>1,417,779</u> | <u>1,384,787</u> | <u>562,052</u> | <u>39</u> | <u>1,429,362</u> | <u>1,394,988</u> |
| MISCELLANEOUS REVENUE | | | | | | |
| Interest on Investments | 81,044 | 60,482 | - | - | 60,000 | 50,000 |
| Interest on Idle Cash | <u>13,621</u> | <u>10,130</u> | <u>8,328</u> | <u>26</u> | <u>32,244</u> | <u>20,000</u> |
| <i>Interest Earnings</i> | <u>94,665</u> | <u>70,612</u> | <u>8,328</u> | <u>9</u> | <u>92,244</u> | <u>70,000</u> |
| Administrative Fee - Utility | 278,886 | 311,553 | 157,979 | 51 | 311,553 | 297,176 |
| Harbors at Riverglen | <u>5,143</u> | <u>5,143</u> | <u>-</u> | <u>-</u> | <u>-</u> | <u>-</u> |
| <i>Other Miscellaneous Revenues</i> | <u>284,029</u> | <u>316,696</u> | <u>157,979</u> | <u>51</u> | <u>311,553</u> | <u>297,176</u> |
| TOTAL MISC REVENUES | <u>378,694</u> | <u>387,308</u> | <u>166,307</u> | <u>41</u> | <u>403,797</u> | <u>367,176</u> |
| NON-REVENUES | | | | | | |
| General Fund | - | - | - | - | - | 250,000 |
| State Revenue Sharing Fund | 613,669 | 537,062 | 211,225 | 35 | 595,136 | 535,691 |
| Road & Bridge Reserve - 3¢ | <u>-</u> | <u>-</u> | <u>-</u> | <u>-</u> | <u>430,000</u> | <u>979,440</u> |
| <i>Interfund Transfers</i> | <u>613,669</u> | <u>537,062</u> | <u>211,225</u> | <u>21</u> | <u>1,025,136</u> | <u>1,765,131</u> |
| Capital Lease Proceeds | <u>134,747</u> | <u>32,493</u> | <u>-</u> | <u>-</u> | <u>52,500</u> | <u>-</u> |
| <i>Other Non-Revenues</i> | <u>134,747</u> | <u>32,493</u> | <u>-</u> | <u>-</u> | <u>52,500</u> | <u>-</u> |
| TOTAL NON-REVENUES | <u>748,416</u> | <u>569,555</u> | <u>211,225</u> | <u>20</u> | <u>1,077,636</u> | <u>1,765,131</u> |
| TOTAL ROAD AND BRIDGE FUND | <u>2,544,889</u> | <u>2,341,650</u> | <u>939,584</u> | <u>32</u> | <u>2,910,795</u> | <u>3,527,295</u> |

**City of Deerfield Beach
Projected Revenues - Road & Bridge Fund
Fiscal Year 2008/09**

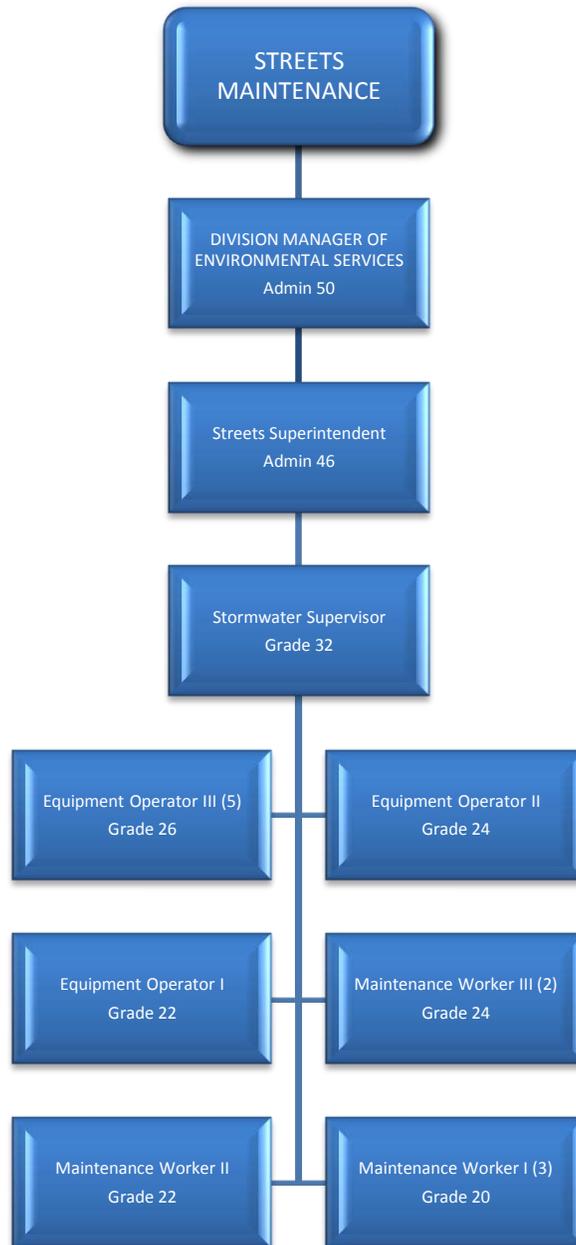


Total projected revenues: \$3,527,295

Public Works & Environmental Services

Streets Maintenance Division

Organization Chart



Streets Maintenance

DEPARTMENT DESCRIPTION

Streets Maintenance is responsible for maintaining streets, storm drains, sidewalks and any other problems on right-of-ways throughout the City. In addition, the division provides repair and replacement services for City-owned sidewalks and signage throughout the City.

PERSONNEL SUMMARY

| <u>Grade</u> | <u>Position/Title</u> | <u>06/07</u> | <u>07/08</u> | <u>08/09</u> |
|--------------|------------------------|--------------|--------------|--------------|
| 46 | Streets Superintendent | 1 | 1 | 1 |
| 32 | Stormwater Supervisor | 1 | 1 | 1 |
| 26 | Equipment Operator III | 6 | 5 | 5 |
| 24 | Equipment Operator II | 1 | 1 | 1 |
| 24 | Maintenance Worker III | 2 | 2 | 2 |
| 22 | Equipment Operator I | 1 | 1 | 1 |
| 22 | Maintenance Worker II | 1 | 1 | 1 |
| 20 | Maintenance Worker I | <u>3</u> | <u>3</u> | <u>3</u> |
| | Total | <u>16</u> | <u>15</u> | <u>15</u> |

CAPITAL OUTLAY

| | |
|----------------------|-------------------|
| Roadway Improvements | <u>\$ 488,744</u> |
|----------------------|-------------------|

EXPENDITURE SUMMARY

| | <u>Actual</u> <u>05/06</u> | <u>Actual</u> <u>06/07</u> | <u>Budget</u> <u>07/08</u> | <u>Budget</u> <u>08/09</u> |
|------------------------|-------------------------------|-------------------------------|-------------------------------|-------------------------------|
| Personal services | \$ 896,731 | \$ 896,351 | \$ 952,104 | \$ 944,855 |
| Operating expenditures | 1,069,205 | 811,228 | 1,048,700 | 1,145,100 |
| Capital outlay | <u>134,550</u> | <u>32,493</u> | <u>52,500</u> | <u>488,744</u> |
| Total | <u>\$ 2,100,486</u> | <u>\$ 1,740,072</u> | <u>\$ 2,053,304</u> | <u>\$ 2,578,699</u> |

**ROAD AND BRIDGE FUND
EXPENDITURES BY OBJECT**

| PUBLIC WORKS Streets Maintenance | 2007-08 | | | | | |
|-------------------------------------|-------------------|-------------------|-----------------------------------|-------------------------------|-------------------------------|------------------------------|
| | 2005-06 Actual | 2006-07 Actual | Y-T-D Actual (Thru 3/31/08) | 2007-08 Original Budget | 2007-08 Original Budget | 2008-09 Adopted Budget |
| <u>Account Description</u> | | | | | | |
| Regular Salary | 658,131 | 693,209 | 332,622 | 46 | 722,955 | 769,435 |
| Overtime | 52,989 | 5,415 | 636 | 3 | 25,000 | 5,000 |
| Longevity | 29,792 | 29,452 | 13,071 | 37 | 35,095 | 29,510 |
| Sick Leave Conversion Pay | 8,288 | 8,426 | 7,673 | 77 | 10,000 | 10,000 |
| <i>Salaries & Wages</i> | <u>749,200</u> | <u>736,502</u> | <u>354,002</u> | <u>45</u> | <u>793,050</u> | <u>813,945</u> |
| FICA | 55,500 | 54,070 | 25,849 | 42 | 61,569 | 63,900 |
| <i>Payroll Taxes</i> | <u>55,500</u> | <u>54,070</u> | <u>25,849</u> | <u>42</u> | <u>61,569</u> | <u>63,900</u> |
| Nonuniformed Pension Plan | 48,288 | 60,177 | 10,594 | 25 | 42,375 | 11,375 |
| ICMA Pension Plan | 43,743 | 45,602 | 22,812 | 41 | 55,110 | 55,635 |
| <i>Pension Contributions</i> | <u>92,031</u> | <u>105,779</u> | <u>33,406</u> | <u>34</u> | <u>97,485</u> | <u>67,010</u> |
| Surveying Services | - | 18,480 | - | - | - | - |
| <i>Professional Services</i> | <u>-</u> | <u>18,480</u> | <u>-</u> | <u>-</u> | <u>-</u> | <u>-</u> |
| Service to Maintain Equipment | 2,826 | 65 | 101 | 3 | 3,000 | 5,000 |
| Maintain/Resurface Streets | 242,095 | 11,098 | 10,867 | 5 | 207,500 | 250,000 |
| Sidewalk and Curbing | 4,608 | 28,960 | 7,796 | 31 | 25,000 | 30,000 |
| Streetscape Projects | - | - | - | - | 2,000 | - |
| FEC Railroad Maintenance | 48,162 | - | 104,094 | 1,041 | 10,000 | 10,000 |
| Traffic Calming | - | - | - | - | - | 5,000 |
| <i>Repair and Maintenance Svcs</i> | <u>297,691</u> | <u>40,123</u> | <u>122,858</u> | <u>50</u> | <u>247,500</u> | <u>300,000</u> |
| Other Contractual Services | 20,119 | 20,000 | - | - | 20,000 | 10,000 |
| <i>Other Contractual Services</i> | <u>20,119</u> | <u>20,000</u> | <u>-</u> | <u>-</u> | <u>20,000</u> | <u>10,000</u> |
| Street Lighting | 483,644 | 434,188 | 264,361 | 56 | 475,000 | 535,000 |
| <i>Utility Services</i> | <u>483,644</u> | <u>434,188</u> | <u>264,361</u> | <u>56</u> | <u>475,000</u> | <u>535,000</u> |
| Pager Rental | 122 | (38) | - | - | - | - |
| <i>Communication Services</i> | <u>122</u> | <u>(38)</u> | <u>-</u> | <u>-</u> | <u>-</u> | <u>-</u> |
| Clothing Allowance | 4,876 | 3,309 | 2,282 | 30 | 7,500 | 7,500 |
| Office Supplies | 500 | 234 | 54 | 11 | 500 | 400 |
| Professional Publications | 177 | - | - | - | - | - |
| Chemicals | 419 | 145 | - | - | 1,500 | 1,500 |
| Minor Equip, Tools & Hdwe | 6,563 | 4,334 | 2,478 | 26 | 9,500 | 7,500 |
| Traffic Control Signs | 61,735 | 60,802 | 14,510 | 48 | 30,000 | 25,000 |
| Material to Maintain Equipment | 141 | 688 | 164 | 14 | 1,200 | 1,200 |
| Material to Maintain Streets | 51,818 | 61,456 | 10,220 | 16 | 65,000 | 50,000 |
| <i>Materials and Supplies</i> | <u>126,229</u> | <u>130,968</u> | <u>29,708</u> | <u>26</u> | <u>115,200</u> | <u>93,100</u> |
| Rent of Equipment | 2,186 | 1,283 | - | - | 5,000 | 2,500 |
| Lease of Railroad Land | 32,840 | 42,938 | 16,974 | 42 | 40,000 | 40,000 |
| <i>Rentals and Leases</i> | <u>35,026</u> | <u>44,221</u> | <u>16,974</u> | <u>38</u> | <u>45,000</u> | <u>42,500</u> |

**ROAD AND BRIDGE FUND
EXPENDITURES BY OBJECT**

| PUBLIC WORKS <i>Streets Maintenance</i> | 2007-08 | | | | | |
|---|--------------------------|--------------------------|--|---|---|--|
| | 2005-06 Actual | 2006-07 Actual | Y-T-D Actual (Thru 3/31/08) | 2007-08 Original Budget | 2007-08 Original Budget | 2008-09 Adopted Budget |
| <i>Account Description</i> | | | | | | |
| Auto Body Repair | 45 | 5,736 | 12,110 | 242 | 5,000 | 5,000 |
| Gasoline | 23,336 | 23,129 | 12,870 | 51 | 25,000 | 33,000 |
| Diesel Fuel | 30,466 | 31,107 | 18,233 | 61 | 30,000 | 43,000 |
| Matl to Maint Vehicles | 36,353 | 28,168 | 13,793 | 46 | 30,000 | 28,000 |
| Tires | 6,282 | 6,817 | 4,166 | 69 | 6,000 | 7,500 |
| Batteries | 285 | 981 | 356 | 36 | 1,000 | 1,000 |
| Oil and Lubricants | 700 | 534 | 394 | 26 | 1,500 | 1,500 |
| <i>Vehicle Operating Expense</i> | <u>97,467</u> | <u>96,472</u> | <u>61,922</u> | <u>63</u> | <u>98,500</u> | <u>119,000</u> |
| Travel and Training | 2,816 | 299 | 893 | 30 | 3,000 | 1,000 |
| Laundry and Cleaning | 3,328 | 2,381 | 1,311 | 33 | 4,000 | 4,000 |
| Govt Fees and Permits | 2,561 | 23,906 | 21,577 | 54 | 40,000 | 40,000 |
| Dues & Memberships | 202 | 228 | 132 | 26 | 500 | 500 |
| <i>Other Operating Expenditures</i> | <u>8,907</u> | <u>26,814</u> | <u>23,913</u> | <u>50</u> | <u>47,500</u> | <u>45,500</u> |
| Improv Other Than Buildings | - | - | - | - | - | 488,744 |
| Automotive Equipment | 134,550 | 32,493 | - | - | 52,500 | - |
| <i>Capital Outlay</i> | <u>134,550</u> | <u>32,493</u> | <u>-</u> | <u>-</u> | <u>52,500</u> | <u>488,744</u> |
| Total Streets Maintenance | <u>2,100,486</u> | <u>1,740,072</u> | <u>932,993</u> | <u>45</u> | <u>2,053,304</u> | <u>2,578,699</u> |
| TOTAL PUBLIC WORKS | <u>2,100,486</u> | <u>1,740,072</u> | <u>932,993</u> | <u>45</u> | <u>2,053,304</u> | <u>2,578,699</u> |

Non-Departmental

DESCRIPTION

Prior to fiscal year 2005, the pension contributions made by the City on behalf of the employees of the Streets Maintenance Department as well as the transfer to the Insurance Services Trust Fund for their portion of insurance coverage would be reflected as Non-departmental. Beginning in fiscal year 2005, the pension contributions have been reflected in the Streets Maintenance Division as a separate line item.

Also included in the Non-Departmental section of the Road and Bridge Fund budget is the transfer of the reserved portion of the local option gas tax to a restricted account to be used only for qualifying expenditures as governed by State statute.

EXPENDITURE SUMMARY

| | Actual 05/06 | Actual 06/07 | Budget 07/08 | Budget 08/09 |
|----------------------------|-------------------|-------------------|-------------------|-------------------|
| Operating expenditures | \$ - | \$ - | \$ - | \$ - |
| Non-operating expenditures | <u>132,667</u> | <u>158,299</u> | <u>759,818</u> | <u>772,699</u> |
| Total | <u>\$ 132,667</u> | <u>\$ 158,299</u> | <u>\$ 759,818</u> | <u>\$ 772,699</u> |

ROAD AND BRIDGE FUND
EXPENDITURES BY OBJECT

| NON-DEPARTMENTAL | 2007-08 | | | | | |
|---|-----------------------|-----------------------|-----------------------|------------------|-----------------------|-----------------------|
| | 2005-06 | 2006-07 | Y-T-D | 2007-08 | 2007-08 | 2008-09 |
| <u>Account Description</u> | <u>Actual</u> | <u>Actual</u> | <u>Actual</u> | <u>Y-T-D</u> | <u>Original</u> | <u>Adopted</u> |
| | | | (Thru 3/31/08) | %age | Budget | Budget |
| Trans to Ins Serv Fund | 132,667 | 158,299 | 85,313 | 50 | 170,625 | 190,788 |
| Trans to Road and Bridge Reserve | - | - | - | - | 589,193 | 581,911 |
| <i>Nonoperating/Interfund Transfers</i> | <u>132,667</u> | <u>158,299</u> | <u>85,313</u> | <u>11</u> | <u>759,818</u> | <u>772,699</u> |
| Total Non-Departmental | <u>132,667</u> | <u>158,299</u> | <u>85,313</u> | <u>11</u> | <u>759,818</u> | <u>772,699</u> |

Debt Service

DESCRIPTION

The Debt Service Department recognizes expenditures for lease/purchase agreements entered into by the City. These agreements serve as a financing source for major capital acquisitions during the year.

EXPENDITURE SUMMARY

| | Actual <u>05/06</u> | Actual <u>06/07</u> | Budget <u>07/08</u> | Budget <u>08/09</u> |
|--------------|------------------------|------------------------|------------------------|------------------------|
| Debt service | <u>\$ 40,334</u> | <u>\$ 68,671</u> | <u>\$ 97,673</u> | <u>\$ 175,897</u> |

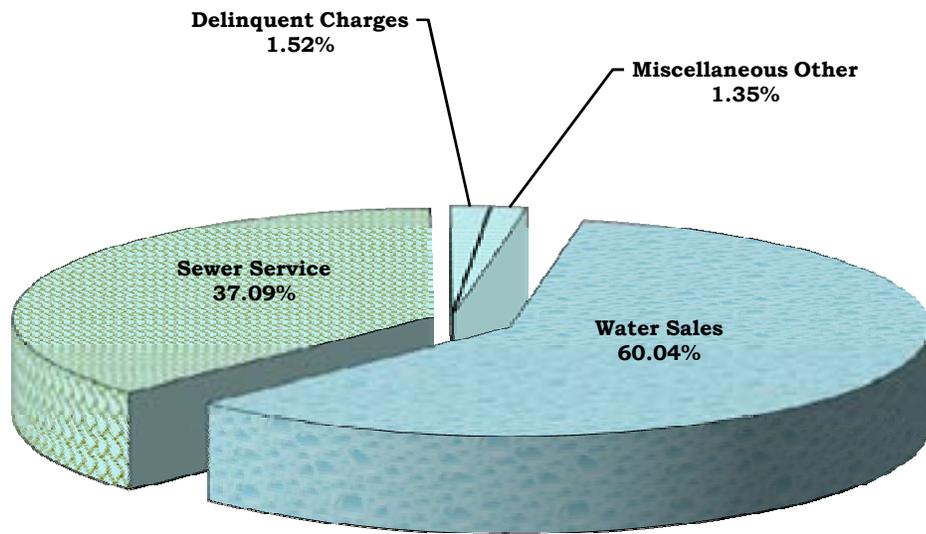
ROAD AND BRIDGE FUND
EXPENDITURES BY OBJECT

| DEBT SERVICE | 2007-08 | | | | | |
|-------------------------------------|-------------------|-------------------|-----------------------------------|--------------------------|-------------------------------|------------------------------|
| | 2005-06 Actual | 2006-07 Actual | Y-T-D Actual (Thru 3/31/08) | 2007-08 Y-T-D %age | 2007-08 Original Budget | 2008-09 Adopted Budget |
| <u>Account Description</u> | | | | | | |
| Capital Lease - Principal | 35,587 | 60,098 | 68,827 | 80 | 86,223 | 157,205 |
| Capital Lease - Interest | <u>4,747</u> | <u>8,573</u> | <u>7,095</u> | <u>62</u> | <u>11,450</u> | <u>18,692</u> |
| <i>Debt Service</i> | <u>40,334</u> | <u>68,671</u> | <u>75,922</u> | <u>78</u> | <u>97,673</u> | <u>175,897</u> |
| Total Debt Service | <u>40,334</u> | <u>68,671</u> | <u>75,922</u> | <u>78</u> | <u>97,673</u> | <u>175,897</u> |
| TOTAL ROAD & BRIDGE FUND | <u>2,273,487</u> | <u>1,967,042</u> | <u>1,094,228</u> | <u>38</u> | <u>2,910,795</u> | <u>3,527,295</u> |

UTILITY FUND
REVENUES BY CATEGORY AND SOURCE

| | 2005-06 Actual | 2006-07 Actual | 2007-08 Y-T-D Actual (Thru 3/31/08) | 2007-08 Y-T-D %age | 2007-08 Budget | 2008-09 Adopted Budget |
|---------------------------------------|-------------------|-------------------|--|--------------------------|-------------------|------------------------------|
| CHARGES FOR SERVICES | | | | | | |
| Engineering Fees | 36,158 | 227,426 | 124,740 | 312 | 40,000 | 100,000 |
| Backflow Recertification | 68,495 | 75,500 | 35,747 | 55 | 65,000 | 65,000 |
| <i>General Government</i> | <u>104,653</u> | <u>302,926</u> | <u>160,487</u> | <u>153</u> | <u>105,000</u> | <u>165,000</u> |
| Water Sales | 11,997,570 | 11,331,313 | 4,750,057 | 36 | 13,341,250 | 13,745,000 |
| Water Meter Installation | 36,055 | 67,025 | 18,680 | 37 | 50,000 | 37,500 |
| Sewer Service | 6,683,697 | 6,862,310 | 2,863,973 | 37 | 7,696,875 | 8,490,000 |
| <i>Water/Sewer Service</i> | <u>18,717,322</u> | <u>18,260,648</u> | <u>7,632,710</u> | <u>36</u> | <u>21,088,125</u> | <u>22,272,500</u> |
| <i>TOTAL CHARGES FOR SVCS</i> | <u>18,821,975</u> | <u>18,563,574</u> | <u>7,793,197</u> | <u>37</u> | <u>21,193,125</u> | <u>22,437,500</u> |
| FINES AND FORFEITS | | | | | | |
| Utility Delinquent Charge | 246,473 | 353,419 | 206,568 | 75 | 275,000 | 350,000 |
| After 5:00 Turn on | 1,960 | 2,570 | 3,250 | 130 | 2,500 | 5,500 |
| Re-read of Meter | 600 | 390 | 180 | 24 | 750 | 250 |
| Account Activation Fee | 25,360 | 23,840 | 13,420 | 54 | 25,000 | 25,000 |
| <i>Violations of Local Ordinances</i> | <u>274,393</u> | <u>380,219</u> | <u>223,418</u> | <u>74</u> | <u>303,250</u> | <u>380,750</u> |
| <i>TOTAL FINES AND FORFEITS</i> | <u>274,393</u> | <u>380,219</u> | <u>223,418</u> | <u>74</u> | <u>303,250</u> | <u>380,750</u> |
| MISCELLANEOUS REVENUE | | | | | | |
| Interest on Investments | 32,814 | 44,157 | - | - | - | 25,000 |
| Interest on Idle Cash | (55,689) | 17,949 | 31,200 | - | - | 40,000 |
| <i>Interest Earnings</i> | <u>(22,875)</u> | <u>62,106</u> | <u>31,200</u> | <u>-</u> | <u>-</u> | <u>65,000</u> |
| Scrap Metal | 560 | 5,055 | 2,629 | - | - | 5,000 |
| Sale of Used Vehicles | - | 18,188 | - | - | - | - |
| <i>Sale Surplus Mat'l/Scrap</i> | <u>560</u> | <u>23,243</u> | <u>2,629</u> | <u>-</u> | <u>-</u> | <u>5,000</u> |
| Other Miscellaneous Revenue | 10,597 | 690 | 230 | 5 | 5,000 | 5,000 |
| <i>Other Miscellaneous Revenues</i> | <u>10,597</u> | <u>690</u> | <u>230</u> | <u>5</u> | <u>5,000</u> | <u>5,000</u> |
| <i>TOTAL MISC REVENUES</i> | <u>(11,718)</u> | <u>86,039</u> | <u>34,059</u> | <u>681</u> | <u>5,000</u> | <u>75,000</u> |
| NON-REVENUES | | | | | | |
| Water Connect Fees Fund | 222,090 | - | - | - | 196,291 | - |
| St Rev Loan Sinking Fund | - | 658,514 | - | - | - | - |
| <i>Interfund Transfers</i> | <u>222,090</u> | <u>658,514</u> | <u>-</u> | <u>-</u> | <u>196,291</u> | <u>-</u> |
| <i>TOTAL NON-REVENUES</i> | <u>222,090</u> | <u>658,514</u> | <u>-</u> | <u>-</u> | <u>196,291</u> | <u>-</u> |
| TOTAL UTILITY FUND | <u>19,306,740</u> | <u>19,688,346</u> | <u>8,050,674</u> | <u>37</u> | <u>21,697,666</u> | <u>22,893,250</u> |

**City of Deerfield Beach
Projected Revenues - Utility Fund
Fiscal Year 2008/09**



Total projected revenues: \$22,893,250

Engineering/Utilities

**Administration/Engineering
Water Plant
Utilities Maintenance
Wastewater Services**

DEPARTMENT DESCRIPTION

The Public Works and Environmental Services Department - Engineering and Utilities Section is comprised of four divisions - administration/engineering, water plants, utilities maintenance, and wastewater services. This department provides technical engineering and utility support to other departments of the City, the public, engineers, architects, and contractors.

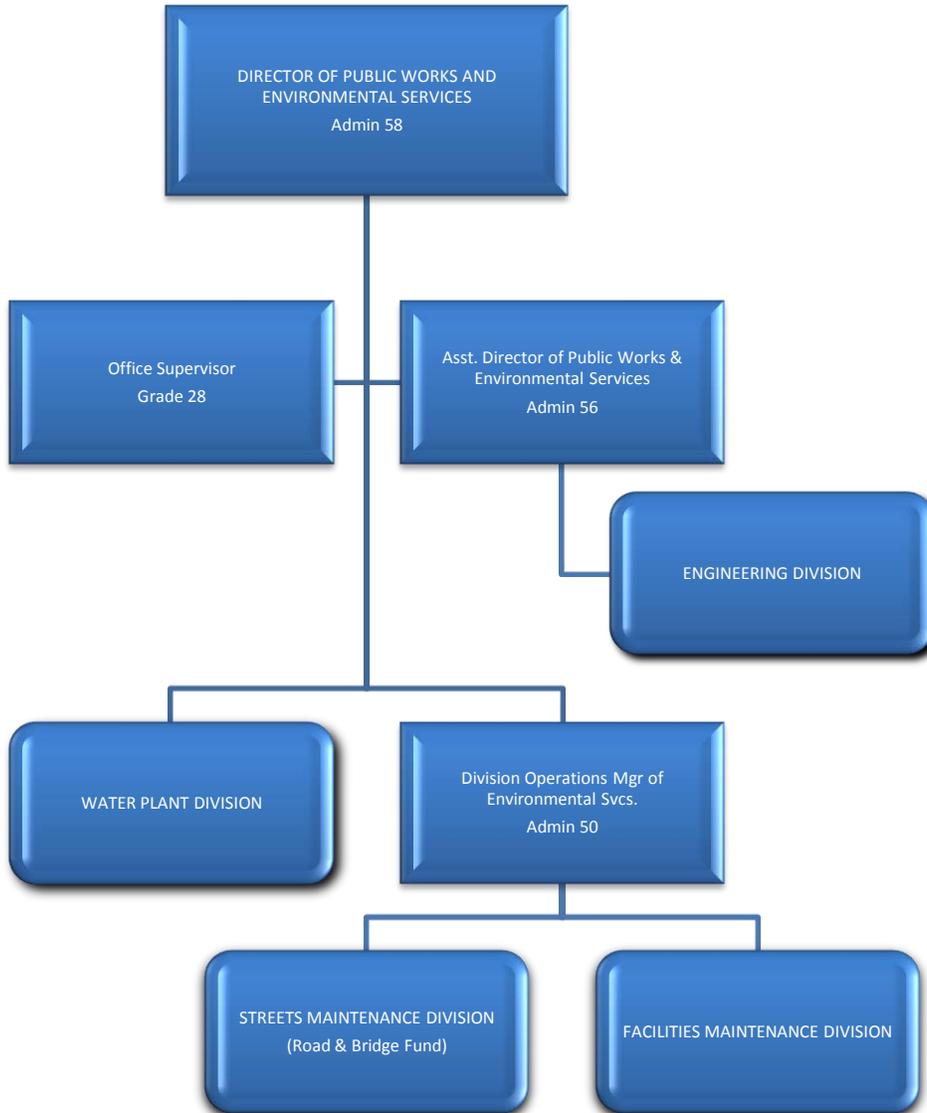
Engineering and Utilities administration/engineering is responsible for the coordination, budget, and quality control of all departmental functions. As such, this division prepares and administers the budget package, monthly reports, and any cost analyses that are required. In addition, the administration/engineering division performs the necessary contract administration with private contractors, reviews all of the site and engineering construction activity, coordinates all of the capital improvement plans and projects, and authorizes pay requests and purchase requisitions for the department. The development and management of capital projects to support the City's neighborhood and infrastructure needs is handled by the administration/engineering division. The division prepares the plans and specifications for all in-house capital improvement projects. Staff compiles data, prepares estimates and drawings, performs field surveys, and conducts construction supervision and inspection of both in-house and private infrastructure improvement projects. Additional routine functions of this division include updating water and sewer "as-builts", easements, and rights-of-way; tracking land management files; assigning street addresses; and coordinating with outside utility and insurance companies to locate underground infrastructures and City flood zones, respectively.

DEPARTMENT GOALS

The Engineering/Utilities Divisions is administered by the Department of Public Works and Environmental Services. The goals which pertain to Engineering/Utilities are listed below:

- Coordinate quality assurance of all capital improvement projects as well as all private infrastructure improvements
- Upgrade of the City's utility system
- Upgrade of the City's drainage system
- Provide quality drinking water to all residents and businesses within the City's service area
- Encourage employee training and development

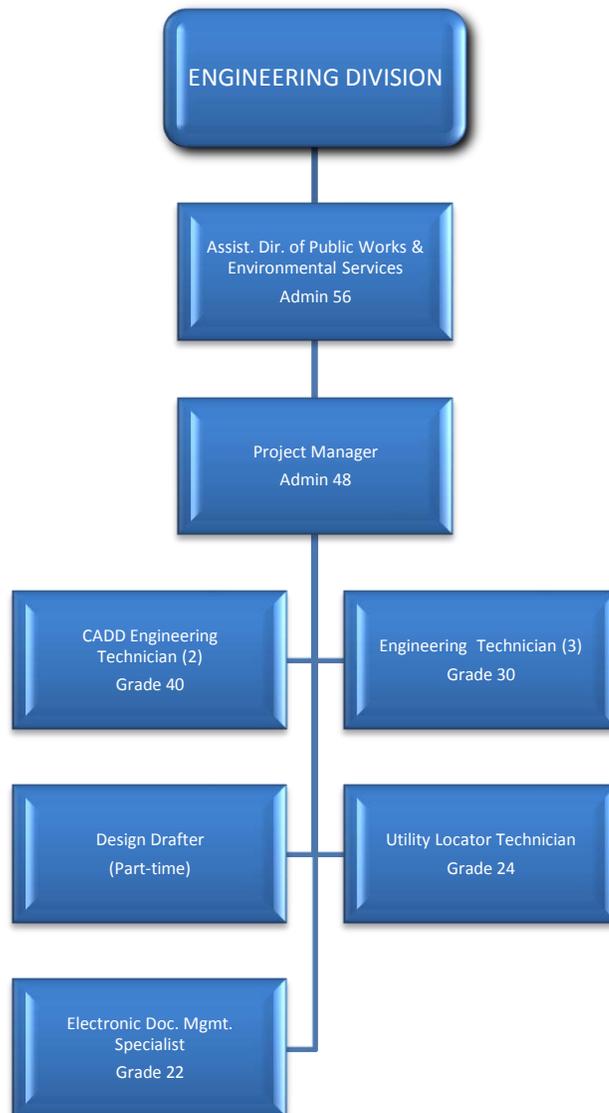
Public Works & Environmental Services Department Environmental Services/Engineering Administration Organization Chart



Public Works & Environmental Services Department

Engineering Division

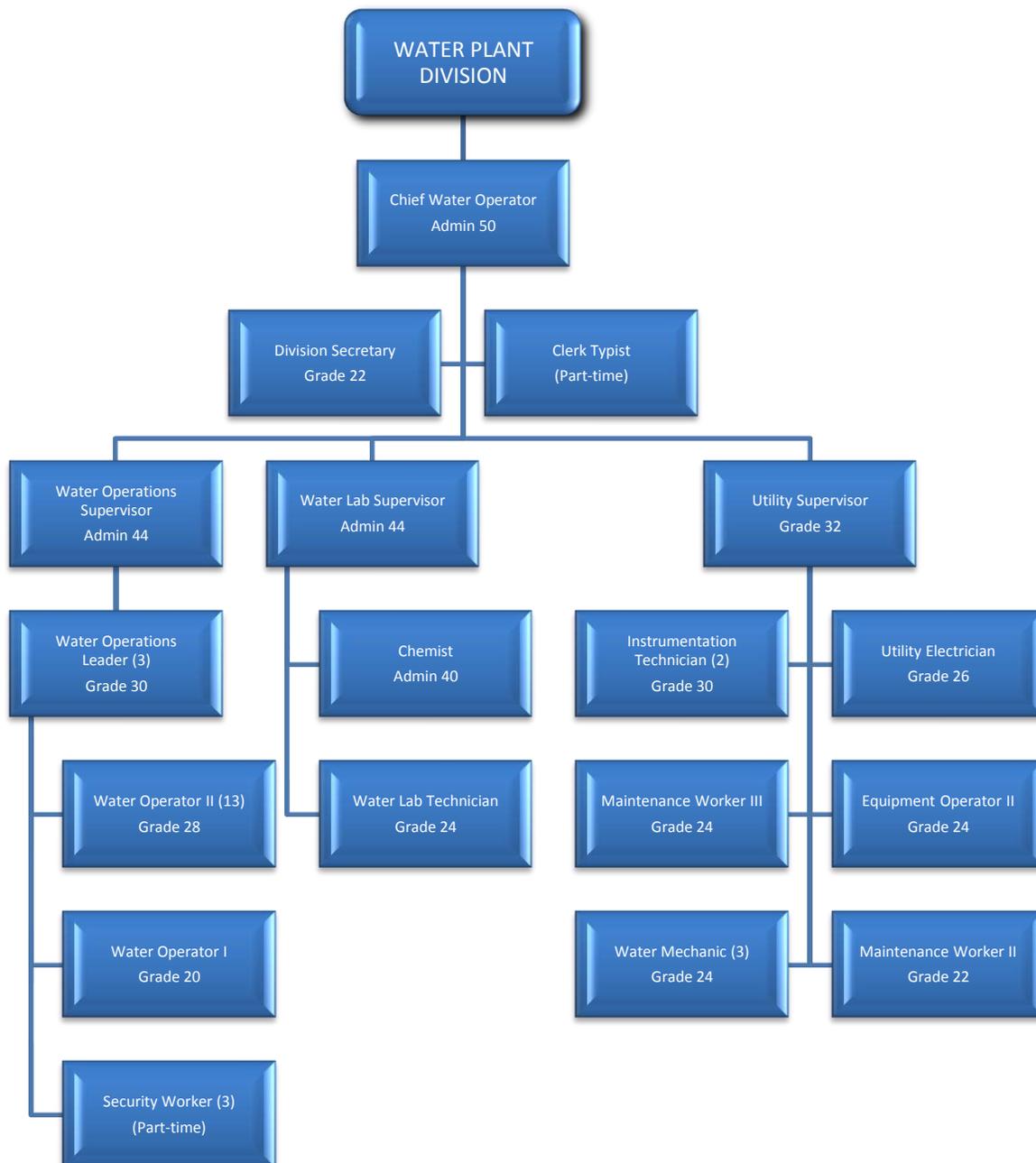
Organization Chart



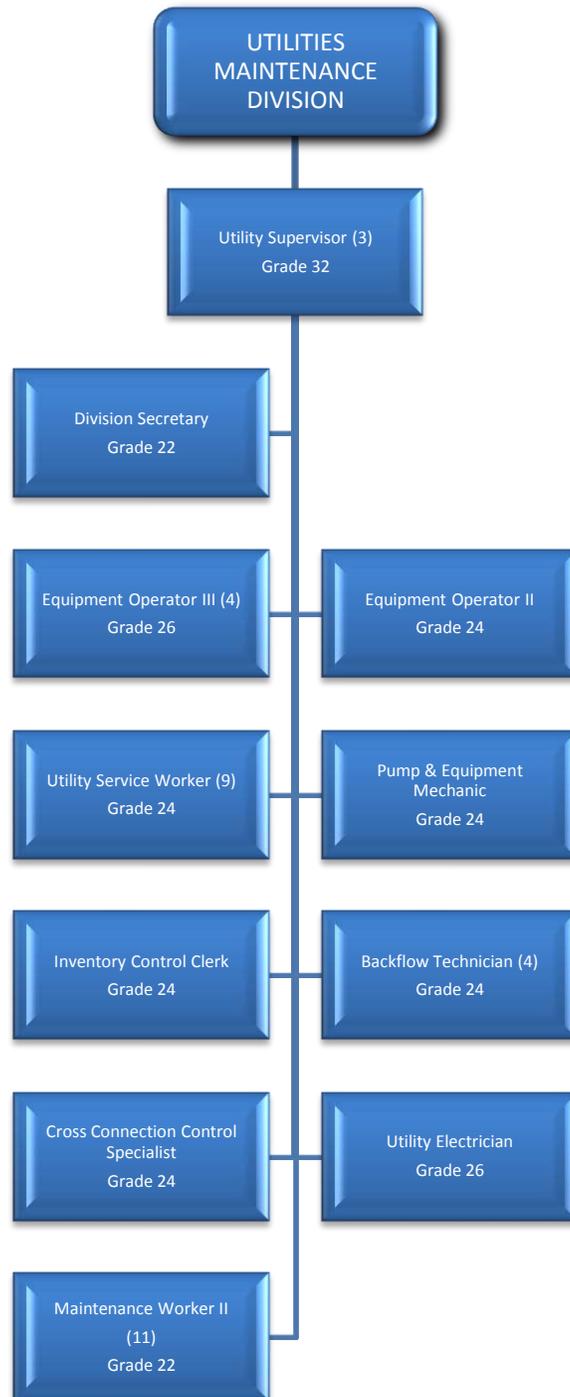
Public Works & Environmental Services Department

Water Plant Division

Organization Chart

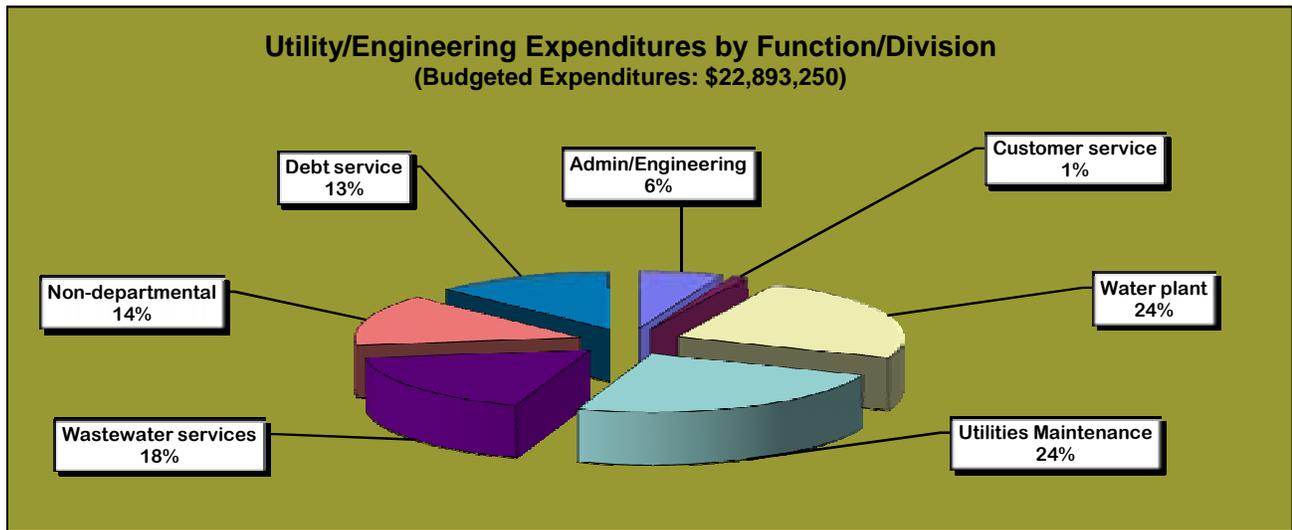


Public Works & Environmental Services Department Utilities Maintenance Division Organization Chart



**CITY OF DEERFIELD BEACH
UTILITY FUND
EXPENDITURE SUMMARY**

| DEPARTMENT/DIVISION | ESTIMATED EXPENDITURES 2007-08 | ESTIMATED EXPENDITURES 2008-09 | DOLLAR CHANGE | PERCENTAGE CHANGE | PAGE REFERENCE |
|-----------------------|--------------------------------|--------------------------------|------------------|-------------------|----------------|
| Admin/Engineering | 1,268,652 | 1,373,935 | 105,283 | 8.3% | 201 |
| Customer service | 210,215 | 247,420 | 37,205 | 17.7% | 204 |
| Water plant | 4,925,339 | 5,452,673 | 527,334 | 10.7% | 206 |
| Utilities Maintenance | 5,700,707 | 5,583,655 | (117,052) | -2.1% | 210 |
| Wastewater services | 3,918,750 | 4,025,804 | 107,054 | 2.7% | 214 |
| Non-departmental | 3,235,353 | 3,263,113 | 27,760 | 0.9% | 216 |
| Debt service | 2,438,650 | 2,946,650 | 508,000 | 20.8% | 218 |
| TOTAL | 21,697,666 | 22,893,250 | 1,195,584 | 5.5% | |



Administration/Engineering Division

PERSONNEL SUMMARY

| <u>Grade</u> | <u>Position/Title</u> | <u>06/07</u> | <u>07/08</u> | <u>08/09</u> |
|--------------|---|------------------|------------------|------------------|
| 58 | Dir. of Public Works & Environmental Svcs | 1 | 1 | 1 |
| 56 | Assistant Director of PWES | 0 | 1 | 1 |
| 52 | Assistant City Engineer | 1 | 0 | 0 |
| 50 | Division Operations Mgr - Environ. Svcs | 1 | 1 | 1 |
| 48 | Project Mang. (Eng. Inspect. Sup) | 0 | 1 | 1 |
| UCL | Design Drafter (part-time) | 1 | 1 | 1 |
| UCL | Intern (part-time) | 1 | 1 | 1 |
| 40 | CADD Engineering Technician | 2 | 2 | 2 |
| 30 | Engineering Technician | 3 | 3 | 3 |
| 24 | Utility Locator Technician | 1 | 1 | 1 |
| 22 | Electronic Documents Mgmt Specialist | 1 | 1 | 1 |
| 28 | Office Supervisor | <u>1</u> | <u>1</u> | <u>1</u> |
| | Total | <u>13</u> | <u>14</u> | <u>14</u> |

CAPITAL OUTLAY REQUESTED

| | |
|-----------------|------------------|
| Utility vehicle | <u>\$ 17,500</u> |
|-----------------|------------------|

EXPENDITURE SUMMARY

| | <u>Actual</u> <u>05/06</u> | <u>Actual</u> <u>06/07</u> | <u>Budget</u> <u>07/08</u> | <u>Budget</u> <u>08/09</u> |
|------------------------|-------------------------------|-------------------------------|-------------------------------|-------------------------------|
| Personal services | \$ 899,916 | \$ 795,768 | \$ 1,199,432 | \$ 1,248,935 |
| Operating expenditures | 72,401 | 79,875 | 69,220 | 107,500 |
| Capital outlay | - | 17,773 | - | 17,500 |
| Total | <u>\$ 972,317</u> | <u>\$ 893,416</u> | <u>\$ 1,268,652</u> | <u>\$ 1,373,935</u> |

**UTILITY FUND
EXPENDITURES BY OBJECT**

| UTILITIES Administration | | | 2007-08 | | | | |
|------------------------------------|----------------|----------------|-----------------------------------|--------------------------|-------------------------------|------------------------------|--|
| | 2005-06 | 2006-07 | Y-T-D Actual (Thru 3/31/08) | 2007-08 Y-T-D %age | 2007-08 Original Budget | 2008-09 Adopted Budget | |
| <u>Account Description</u> | | | | | | | |
| Regular Salary | 681,042 | 606,813 | 313,434 | 33 | 942,680 | 1,029,925 | |
| Overtime | 19,453 | 4 | - | - | 5,000 | 5,000 | |
| Longevity | 22,525 | 21,682 | 10,724 | 34 | 31,110 | 35,630 | |
| Sick/Vacation Pay Accrual | (1,466) | (13,779) | - | - | - | - | |
| Sick Leave Conversion Pay | 10,121 | 9,473 | 7,169 | 55 | 13,000 | 13,000 | |
| <i>Salaries & Wages</i> | <u>731,675</u> | <u>624,193</u> | <u>331,327</u> | <u>33</u> | <u>991,790</u> | <u>1,083,555</u> | |
| FICA | 52,158 | 45,855 | 22,906 | 30 | 76,215 | 82,945 | |
| <i>Payroll Taxes</i> | <u>52,158</u> | <u>45,855</u> | <u>22,906</u> | <u>30</u> | <u>76,215</u> | <u>82,945</u> | |
| Nonuniformed Pension Plan | 77,309 | 93,469 | 16,628 | 25 | 66,512 | 15,315 | |
| ICMA Pension Plan | 38,774 | 32,251 | 19,020 | 29 | 64,915 | 67,120 | |
| <i>Pension Contributions</i> | <u>116,083</u> | <u>125,720</u> | <u>35,648</u> | <u>27</u> | <u>131,427</u> | <u>82,435</u> | |
| Surveying Services | 2,800 | 3,323 | - | - | 4,000 | 8,000 | |
| Programming/Software | 3,012 | 1,832 | - | - | 2,000 | 8,000 | |
| <i>Professional Services</i> | <u>5,812</u> | <u>5,155</u> | <u>-</u> | <u>-</u> | <u>6,000</u> | <u>16,000</u> | |
| Service to Maintain Equipment | - | 664 | 265 | 53 | 500 | 600 | |
| <i>Repair and Maintenance Svcs</i> | <u>-</u> | <u>664</u> | <u>265</u> | <u>53</u> | <u>500</u> | <u>600</u> | |
| Other Contractual Services | 20,457 | 34,076 | 4,133 | 32 | 13,000 | 18,000 | |
| <i>Other Contractual Services</i> | <u>20,457</u> | <u>34,076</u> | <u>4,133</u> | <u>32</u> | <u>13,000</u> | <u>18,000</u> | |
| Duplicating Supplies | 599 | 20 | 356 | 36 | 1,000 | 1,000 | |
| Clothing Allowance | 1,778 | 1,551 | 1,914 | 96 | 2,000 | 2,250 | |
| Office Supplies | 3,096 | 4,825 | 1,152 | 23 | 5,000 | 5,000 | |
| Minor Equip, Tools & Hdwe | 6,035 | 4,177 | 858 | 17 | 5,000 | 25,000 | |
| Other Commodities | - | - | - | - | - | 1,000 | |
| <i>Materials and Supplies</i> | <u>11,508</u> | <u>10,573</u> | <u>4,280</u> | <u>33</u> | <u>13,000</u> | <u>34,250</u> | |
| Rent of Equipment | 17,633 | 19,688 | 7,701 | 31 | 25,000 | 25,000 | |
| <i>Rentals and Leases</i> | <u>17,633</u> | <u>19,688</u> | <u>7,701</u> | <u>31</u> | <u>25,000</u> | <u>25,000</u> | |

**UTILITY FUND
EXPENDITURES BY OBJECT**

| UTILITIES Administration | | | 2007-08 | | | | |
|-------------------------------------|-----------------------|-----------------------|-----------------------------------|--------------------------|-------------------------------|------------------------------|--|
| | 2005-06 | 2006-07 | Y-T-D Actual (Thru 3/31/08) | 2007-08 Y-T-D %age | 2007-08 Original Budget | 2008-09 Adopted Budget | |
| <u>Account Description</u> | | | | | | | |
| Auto Body Repair | 762 | - | - | - | 500 | 500 | |
| Gasoline | 7,401 | 3,481 | 1,397 | 31 | 4,500 | 5,000 | |
| Matl to Maint Vehicles | 1,805 | 803 | 179 | 36 | 500 | 500 | |
| Tires | 829 | 530 | - | - | 500 | 500 | |
| Batteries | 174 | 47 | 74 | 74 | 100 | 600 | |
| Oil and Lubricants | 35 | 68 | 37 | 37 | 100 | 100 | |
| <i>Vehicle Operating Expense</i> | <u>11,006</u> | <u>4,929</u> | <u>1,687</u> | <u>27</u> | <u>6,200</u> | <u>7,200</u> | |
| Travel and Training | 928 | 737 | 121 | 5 | 2,600 | 3,000 | |
| Printing | 4,175 | 2,831 | 319 | 16 | 2,000 | 2,000 | |
| Photography | - | 315 | - | - | 500 | 500 | |
| Blueprinting | 396 | 415 | - | - | - | - | |
| Freight and Cartage | 39 | - | - | - | 200 | 200 | |
| Dues & Memberships | 447 | 492 | 214 | 97 | 220 | 750 | |
| <i>Other Operating Expenditures</i> | <u>5,985</u> | <u>4,790</u> | <u>654</u> | <u>12</u> | <u>5,520</u> | <u>6,450</u> | |
| Automotive Equipment | - | 17,773 | - | - | - | 17,500 | |
| Buildings | - | - | 12,355 | - | - | - | |
| <i>Capital Outlay</i> | <u>-</u> | <u>17,773</u> | <u>12,355</u> | <u>-</u> | <u>-</u> | <u>17,500</u> | |
| Total Admin/Engineering | <u>972,317</u> | <u>893,416</u> | <u>420,956</u> | <u>33</u> | <u>1,268,652</u> | <u>1,373,935</u> | |

Utilities Customer Service Division

The customer service division is responsible for billing all utility customers, establishing accounts for new customers and for responding to the information requests of citizens and staff. This division is supported by the utility fund operations, but is under the direction of the Management & Budget Department.

PERSONNEL SUMMARY

| <u>Grade</u> | <u>Position/Title</u> | <u>06/07</u> | <u>07/08</u> | <u>08/09</u> |
|--------------|--|--------------|--------------|--------------|
| 24 | Senior Customer Service Representative | 1 | 1 | 1 |
| 22 | Customer Service Representative | <u>2</u> | <u>2</u> | <u>2</u> |
| | Total | <u>3</u> | <u>3</u> | <u>3</u> |

CAPITAL OUTLAY REQUESTED

| | |
|-------------------------|------------------|
| Folder / Insert Machine | <u>\$ 17,200</u> |
|-------------------------|------------------|

EXPENDITURE SUMMARY

| | <u>Actual 05/06</u> | <u>Actual 06/07</u> | <u>Budget 07/08</u> | <u>Budget 08/09</u> |
|------------------------|-------------------------|-------------------------|-------------------------|-------------------------|
| Personal services | \$ 133,094 | \$ 150,743 | \$ 186,015 | \$ 197,020 |
| Operating expenditures | 17,671 | 20,370 | 24,200 | 33,200 |
| Capital outlay | - | - | - | 17,200 |
| Total | <u>\$ 150,765</u> | <u>\$ 171,113</u> | <u>\$ 210,215</u> | <u>\$ 247,420</u> |

**UTILITY FUND
EXPENDITURES BY OBJECT**

| UTILITIES Customer Service | 2007-08 | | | | | |
|-------------------------------------|-----------------------|-----------------------|-----------------------------------|--------------------------|-------------------------------|------------------------------|
| | 2005-06 Actual | 2006-07 Actual | Y-T-D Actual (Thru 3/31/08) | 2007-08 Y-T-D %age | 2007-08 Original Budget | 2008-09 Adopted Budget |
| <u>Account Description</u> | | | | | | |
| Regular Salary | 109,627 | 123,439 | 65,118 | 42 | 153,360 | 162,620 |
| Longevity | 4,283 | 5,026 | 2,889 | 46 | 6,250 | 6,510 |
| Sick/Vacation Pay Accrual | 1,800 | 2,631 | - | - | - | - |
| Sick Leave Conversion Pay | - | - | - | - | 1,100 | 1,100 |
| <i>Salaries & Wages</i> | <u>115,710</u> | <u>131,096</u> | <u>68,007</u> | <u>42</u> | <u>160,710</u> | <u>170,230</u> |
| FICA | 8,271 | 9,370 | 4,935 | 40 | 12,300 | 13,025 |
| <i>Payroll Taxes</i> | <u>8,271</u> | <u>9,370</u> | <u>4,935</u> | <u>40</u> | <u>12,300</u> | <u>13,025</u> |
| ICMA Pension Plan | 9,113 | 10,277 | 5,441 | 42 | 13,005 | 13,765 |
| <i>Pension Contributions</i> | <u>9,113</u> | <u>10,277</u> | <u>5,441</u> | <u>42</u> | <u>13,005</u> | <u>13,765</u> |
| Programming/Software | 1,200 | - | 400 | - | - | 1,000 |
| <i>Professional Services</i> | <u>1,200</u> | <u>-</u> | <u>400</u> | <u>-</u> | <u>-</u> | <u>1,000</u> |
| Service to Maintain Office Eq | 1,963 | 2,248 | 1,360 | 54 | 2,500 | 2,500 |
| <i>Repair and Maintenance Svcs</i> | <u>1,963</u> | <u>2,248</u> | <u>1,360</u> | <u>54</u> | <u>2,500</u> | <u>2,500</u> |
| Clothing Allowance | 91 | 38 | 51 | 26 | 200 | 200 |
| Office Supplies | 13,987 | 13,817 | 10,929 | 78 | 14,000 | 17,000 |
| Minor Equip, Tools & Hdwe | - | - | - | - | 2,000 | 7,000 |
| <i>Materials and Supplies</i> | <u>14,078</u> | <u>13,855</u> | <u>10,980</u> | <u>68</u> | <u>16,200</u> | <u>24,200</u> |
| Equipment Lease | 297 | 3,862 | 1,784 | 45 | 4,000 | 4,000 |
| <i>Rentals and Leases</i> | <u>297</u> | <u>3,862</u> | <u>1,784</u> | <u>45</u> | <u>4,000</u> | <u>4,000</u> |
| Travel and Training | - | - | 867 | 87 | 1,000 | 1,000 |
| Printing | 133 | 405 | 34 | 7 | 500 | 500 |
| <i>Other Operating Expenditures</i> | <u>133</u> | <u>405</u> | <u>901</u> | <u>60</u> | <u>1,500</u> | <u>1,500</u> |
| Other Machinery & Equipment | - | - | - | - | - | 17,200 |
| <i>Capital Outlay</i> | <u>-</u> | <u>-</u> | <u>-</u> | <u>-</u> | <u>-</u> | <u>17,200</u> |
| Total Customer Service | <u>150,765</u> | <u>171,113</u> | <u>93,808</u> | <u>45</u> | <u>210,215</u> | <u>247,420</u> |

Water Plant Division

The water plant division serves to ensure that city residents have ample quantities of safe water for consumption and fire protection. Thus, the division operates and maintains three (3) water treatment plants on two (2) campuses, with a total capacity of 34.8 million gallons per day; five (5) ground storage tanks; two (2) elevated storage tanks and 18 production wells, with a permitted withdrawal capacity of 12.6 million gallons per day. The water plant division also manages/coordinates a lead/copper analysis program as well as the periodic biological and chemical analysis of both its raw and finished water. This division also responds to citizens' inquiries regarding water quality.

PERSONNEL SUMMARY

| <u>Grade</u> | <u>Position/Title</u> | <u>06/07</u> | <u>07/08</u> | <u>08/09</u> |
|--------------|---|------------------|------------------|------------------|
| 50 | Chief Water Operator | 1 | 1 | 1 |
| 44 | Water Operations Supervisor | 1 | 1 | 1 |
| 30 | Water Operations Leader | 3 | 3 | 3 |
| 28 | Water Operator II | 13 | 13 | 13 |
| 26 | Water Mechanic | 3 | 3 | 3 |
| 20 | Water Operator I | 1 | 1 | 1 |
| 44 | Water Lab Supervisor | 1 | 1 | 1 |
| 40 | Chemist | 1 | 1 | 1 |
| 24 | Water Lab Technician | 1 | 1 | 1 |
| 30 | Instrumentation Technician | 2 | 2 | 2 |
| 32 | Utility Supervisor | 1 | 1 | 1 |
| 24 | Maintenance Worker III | 1 | 1 | 1 |
| 22 | Maintenance Worker II | 1 | 1 | 1 |
| 26 | Utility Electrician | 1 | 1 | 1 |
| 22 | Division Secretary | 1 | 1 | 1 |
| 24 | Equipment Operator II | 1 | 1 | 1 |
| UCL | Security Worker (part-time) | 3 | 2 | 2 |
| UCL | Security Maintenance Worker (part-time) | 0 | 1 | 1 |
| UCL | Water Plant Clerk Typist (part-time) | <u>0</u> | <u>1</u> | <u>1</u> |
| | Total | <u>36</u> | <u>37</u> | <u>37</u> |

CAPITAL OUTLAY REQUESTED

| | |
|---|--------------------------|
| Rehabilitation of elevated water storage tank | \$ 15,000 |
| Replacement pumps, tanks, and drives | <u>163,213</u> |
| | <u>\$ 178,213</u> |

Water Plant Division (continued)

EXPENDITURE SUMMARY

| | Actual <u>05/06</u> | Actual <u>06/07</u> | Budget <u>07/08</u> | Budget <u>08/09</u> |
|------------------------|------------------------|------------------------|------------------------|------------------------|
| Personal services | \$ 2,004,892 | \$ 2,112,133 | \$ 2,710,839 | \$ 2,739,530 |
| Operating expenditures | 2,144,759 | 2,232,978 | 1,993,500 | 2,534,930 |
| Capital outlay | <u>78,587</u> | <u>13,053</u> | <u>221,000</u> | <u>178,213</u> |
| Total | <u>\$ 4,228,238</u> | <u>\$ 4,358,164</u> | <u>\$ 4,925,339</u> | <u>\$ 5,452,673</u> |

**UTILITY FUND
EXPENDITURES BY OBJECT**

| UTILITIES Water Plant | 2007-08 | | | | | |
|------------------------------------|-------------------|-------------------|-----------------------------------|--------------------------|-------------------------------|------------------------------|
| | 2005-06 Actual | 2006-07 Actual | Y-T-D Actual (Thru 3/31/08) | 2007-08 Y-T-D %age | 2007-08 Original Budget | 2008-09 Adopted Budget |
| <u>Account Description</u> | | | | | | |
| Regular Salary | 1,536,159 | 1,598,318 | 834,815 | 42 | 1,968,340 | 2,122,020 |
| Overtime | 84,850 | 87,314 | 48,687 | 65 | 75,000 | 75,000 |
| Longevity | 84,496 | 92,627 | 50,319 | 45 | 111,710 | 134,090 |
| Basic Incentive | 15,779 | 16,683 | 8,675 | 38 | 22,580 | 22,580 |
| Sick/Vacation Pay Accrual | (14,886) | 74,676 | - | - | - | - |
| Sick Leave Conversion Pay | 18,055 | 17,675 | 19,764 | 94 | 21,000 | 21,000 |
| <i>Salaries & Wages</i> | <u>1,724,453</u> | <u>1,887,293</u> | <u>962,260</u> | <u>44</u> | <u>2,198,630</u> | <u>2,374,690</u> |
| FICA | 129,678 | 135,306 | 71,647 | 42 | 170,150 | 182,015 |
| <i>Payroll Taxes</i> | <u>129,678</u> | <u>135,306</u> | <u>71,647</u> | <u>42</u> | <u>170,150</u> | <u>182,015</u> |
| Nonuniformed Pension Plan | 169,214 | 204,354 | 54,171 | 25 | 216,684 | 50,855 |
| ICMA Pension Plan | 88,788 | 92,402 | 49,379 | 39 | 125,375 | 131,970 |
| <i>Pension Contributions</i> | <u>258,002</u> | <u>296,756</u> | <u>103,550</u> | <u>30</u> | <u>342,059</u> | <u>182,825</u> |
| Programming/Software | 299 | 299 | 449 | 18 | 2,500 | 2,500 |
| SWIMM Program | - | - | - | - | 200 | 200 |
| Other Professional Services | 69,444 | 59,167 | 44,529 | 30 | 147,000 | 175,000 |
| <i>Professional Services</i> | <u>69,743</u> | <u>59,466</u> | <u>44,978</u> | <u>30</u> | <u>149,700</u> | <u>177,700</u> |
| Electrical Services | - | 16,926 | - | - | 5,000 | 5,000 |
| Service to Maintain Equipment | 29,268 | 79,589 | 4,300 | 9 | 50,000 | 56,000 |
| Service to Maintain Other | 54,344 | 14,532 | 5,679 | 28 | 20,000 | 20,000 |
| <i>Repair and Maintenance Svcs</i> | <u>83,612</u> | <u>111,047</u> | <u>9,979</u> | <u>13</u> | <u>75,000</u> | <u>81,000</u> |
| Electric | 848,159 | 820,234 | 331,489 | 49 | 675,000 | 810,000 |
| County Raw Water Charge | 54,062 | 70,721 | 26,968 | 67 | 40,000 | 75,000 |
| <i>Utility Services</i> | <u>902,221</u> | <u>890,955</u> | <u>358,457</u> | <u>50</u> | <u>715,000</u> | <u>885,000</u> |
| Pager Rental | 282 | 236 | 128 | - | - | - |
| <i>Communication Services</i> | <u>282</u> | <u>236</u> | <u>128</u> | <u>-</u> | <u>-</u> | <u>-</u> |
| Computer Cabling | 808 | - | - | - | - | - |
| Clothing Allowance | 5,184 | 3,543 | 3,250 | 54 | 6,000 | 9,000 |
| Office Supplies | 3,695 | 2,293 | 828 | 21 | 4,000 | 4,000 |
| Professional Publications | 180 | 125 | 50 | 10 | 500 | 500 |
| Chemicals | 712,507 | 692,324 | 289,468 | 38 | 766,000 | 919,000 |
| Clean and Sani Supplies | 3,243 | 3,229 | 1,133 | 32 | 3,500 | 3,500 |
| Minor Equip, Tools & Hdwe | 9,388 | 8,092 | 1,188 | 24 | 5,000 | 40,251 |
| Medical and Lab Supplies | 22,686 | 21,570 | 12,438 | 38 | 33,000 | 33,000 |
| Material to Maintain Bldg | 17,864 | 1,358 | 146 | 1 | 15,000 | 24,379 |
| Material to Maintain Equipment | 129,401 | 161,982 | 68,388 | 49 | 140,000 | 256,000 |
| Material to Maintain Other | 9,570 | 12,664 | 227 | 2 | 10,000 | 10,000 |
| Meters and Pipes | - | 1,703 | - | - | - | - |
| <i>Materials and Supplies</i> | <u>914,526</u> | <u>908,883</u> | <u>377,116</u> | <u>38</u> | <u>983,000</u> | <u>1,299,630</u> |
| Rent of Equipment | 388 | 803 | 370 | 37 | 1,000 | 1,000 |
| <i>Rentals and Leases</i> | <u>388</u> | <u>803</u> | <u>370</u> | <u>37</u> | <u>1,000</u> | <u>1,000</u> |

**UTILITY FUND
EXPENDITURES BY OBJECT**

UTILITIES
Water Plant

| Account Description | 2005-06 Actual | 2006-07 Actual | 2007-08 | | 2007-08 Original Budget | 2008-09 Adopted Budget |
|-------------------------------------|-------------------------|-------------------------|-----------------------------------|------------------|-------------------------------|------------------------------|
| | | | Y-T-D Actual (Thru 3/31/08) | Y-T-D %age | | |
| Auto Body Repair | - | - | 2,397 | - | - | - |
| Gasoline | 8,759 | 7,084 | 3,693 | 41 | 9,000 | 10,000 |
| Diesel Fuel | 21,146 | 18,130 | 1,520 | 8 | 20,000 | 20,000 |
| Matl to Maint Vehicles | 4,146 | 2,171 | 571 | 11 | 5,000 | 5,000 |
| Tires | 1,211 | 3,976 | 991 | 50 | 2,000 | 2,000 |
| Batteries | 899 | 794 | 681 | 45 | 1,500 | 1,500 |
| Oil and Lubricants | 2,111 | 1,843 | 3,559 | 297 | 1,200 | 5,000 |
| <i>Vehicle Operating Expense</i> | <u>38,272</u> | <u>33,998</u> | <u>13,412</u> | <u>35</u> | <u>38,700</u> | <u>43,500</u> |
| Travel and Training | 4,314 | 1,920 | 1,236 | 21 | 6,000 | 6,000 |
| Printing | 383 | 600 | - | - | 600 | 600 |
| Freight and Cartage | 2,446 | 2,321 | 1,336 | 53 | 2,500 | 2,500 |
| Laundry and Cleaning | 9,718 | 9,792 | 4,730 | 47 | 10,000 | 11,000 |
| Govt Fees and Permits | 9,766 | 2,970 | 18,916 | 189 | 10,000 | 25,000 |
| Dues & Memberships | 1,847 | 2,765 | 970 | 49 | 2,000 | 2,000 |
| <i>Other Operating Expenditures</i> | <u>28,474</u> | <u>20,368</u> | <u>27,188</u> | <u>87</u> | <u>31,100</u> | <u>47,100</u> |
| Improv Other Than Bldgs | - | - | - | - | 15,000 | 15,000 |
| Automotive Equipment | 64,807 | - | - | - | - | - |
| Office Machinery and Equip | - | - | - | - | 3,500 | - |
| Other Machinery and Equip | 13,780 | 13,053 | 48,500 | 24 | 202,500 | 163,213 |
| <i>Capital Outlay</i> | <u>78,587</u> | <u>13,053</u> | <u>48,500</u> | <u>22</u> | <u>221,000</u> | <u>178,213</u> |
| Total Water Plant | <u>4,228,238</u> | <u>4,358,164</u> | <u>2,017,585</u> | <u>41</u> | <u>4,925,339</u> | <u>5,452,673</u> |

Utilities Maintenance Division

The utilities maintenance division is responsible for the repair and maintenance of the City's water and sewer infrastructure; including 230 miles of water distribution and transmission mains, 2,000 fire hydrants, 140 miles of gravity sewer line, 3,000 manholes, 75 wastewater pumping stations, 35 miles of force mains, and approximately 13,000 water and sewer service lines. In addition, this division installs backflow devices on all single family residential water services and performs in-house upgrades of the water and sewer mains including service lines.

PERSONNEL SUMMARY

| <u>Grade</u> | <u>Position/Title</u> | <u>06/07</u> | <u>07/08</u> | <u>08/09</u> |
|--------------|-------------------------------------|------------------|------------------|------------------|
| 32 | Utility Supervisor | 3 | 3 | 3 |
| 26 | Equipment Operator III | 4 | 4 | 4 |
| 24 | Equipment Operator II | 1 | 1 | 1 |
| 24 | Water Meter Mechanic | 1 | 0 | 0 |
| 24 | Inventory Control Clerk | 0 | 1 | 1 |
| 24 | Cross Connection Control Specialist | 1 | 1 | 1 |
| 24 | Pump and Equipment Mechanic | 1 | 1 | 1 |
| 26 | Utility Electrician | 1 | 1 | 1 |
| 24 | Utility Service Worker | 9 | 9 | 9 |
| 24 | Backflow Technician | 4 | 4 | 4 |
| 22 | Maintenance Worker II | 11 | 11 | 11 |
| 22 | Division Secretary | 1 | 1 | 1 |
| | Total | <u>37</u> | <u>37</u> | <u>37</u> |

CAPITAL OUTLAY REQUESTED

| | |
|---------------------------------|----------------------------|
| Rehabilitation of lift stations | \$ 460,000 |
| Sewer Main line rehab | 700,000 |
| Lateral restoration | 200,000 |
| Pumps for lifts | 140,000 |
| Boom truck | 150,000 |
| Backhoe | 85,000 |
| Control panels | 70,000 |
| | <u>\$ 1,805,000</u> |

EXPENDITURE SUMMARY

| | <u>Actual</u> <u>05/06</u> | <u>Actual</u> <u>06/07</u> | <u>Budget</u> <u>07/08</u> | <u>Budget</u> <u>08/09</u> |
|------------------------|-------------------------------|-------------------------------|-------------------------------|-------------------------------|
| Personal services | \$ 2,307,236 | \$ 2,365,031 | \$ 2,557,437 | \$ 2,477,545 |
| Operating expenditures | 787,192 | 1,121,675 | 1,260,670 | 1,301,110 |
| Capital outlay | <u>457,911</u> | <u>78,299</u> | <u>1,882,600</u> | <u>1,805,000</u> |
| Total | <u>\$ 3,552,339</u> | <u>\$ 3,565,005</u> | <u>\$ 5,700,707</u> | <u>\$ 5,583,655</u> |

UTILITY FUND
EXPENDITURES BY OBJECT

| UTILITIES Utilities Maintenance | 2007-08 | | | | | |
|------------------------------------|-------------------|-------------------|-----------------------------------|--------------------------|-------------------------------|------------------------------|
| | 2005-06 Actual | 2006-07 Actual | Y-T-D Actual (Thru 3/31/08) | 2007-08 Y-T-D %age | 2007-08 Original Budget | 2008-09 Adopted Budget |
| <u>Account Description</u> | | | | | | |
| Regular Salary | 1,547,743 | 1,632,132 | 879,903 | 48 | 1,843,880 | 1,941,355 |
| Overtime | 235,239 | 90,179 | 44,229 | 49 | 90,000 | 90,000 |
| Longevity | 67,730 | 75,309 | 37,484 | 47 | 80,035 | 87,140 |
| Sick/Vacation Pay Accrual | (6,779) | 73,031 | - | - | - | - |
| Sick Leave Conversion Pay | 17,098 | 22,057 | 25,358 | 106 | 24,000 | 26,000 |
| <i>Salaries & Wages</i> | <u>1,861,031</u> | <u>1,892,708</u> | <u>986,974</u> | <u>48</u> | <u>2,037,915</u> | <u>2,144,495</u> |
| FICA | 141,047 | 138,461 | 73,778 | 48 | 153,855 | 164,395 |
| <i>Payroll Taxes</i> | <u>141,047</u> | <u>138,461</u> | <u>73,778</u> | <u>48</u> | <u>153,855</u> | <u>164,395</u> |
| Nonuniformed Pension Plan | 216,494 | 244,251 | 65,223 | 25 | 260,892 | 54,030 |
| ICMA Pension Plan | 88,664 | 88,611 | 49,900 | 48 | 104,775 | 114,625 |
| <i>Pension Contributions</i> | <u>305,158</u> | <u>332,862</u> | <u>115,123</u> | <u>31</u> | <u>365,667</u> | <u>168,655</u> |
| Programming/Software | 1,000 | 1,000 | 2,400 | 18 | 13,500 | 13,500 |
| Other Professional Services | 116,178 | 120,322 | 49,862 | 36 | 138,600 | 138,600 |
| <i>Professional Services</i> | <u>117,178</u> | <u>121,322</u> | <u>52,262</u> | <u>34</u> | <u>152,100</u> | <u>152,100</u> |
| Electrical Services | 13,421 | 14,890 | 858 | 6 | 15,000 | 15,000 |
| Service to Maintain Building | - | - | - | - | - | 10,000 |
| Service to Maintain Equipment | 19,508 | 15,058 | 9,819 | 65 | 15,000 | 37,500 |
| Service to Maintain Other | 40,466 | 34,848 | 34,724 | 34 | 102,000 | 102,000 |
| <i>Repair and Maintenance Svcs</i> | <u>73,395</u> | <u>64,796</u> | <u>45,401</u> | <u>34</u> | <u>132,000</u> | <u>164,500</u> |
| Electric | 238,140 | 237,604 | 100,435 | 48 | 210,000 | 231,000 |
| <i>Utility Services</i> | <u>238,140</u> | <u>237,604</u> | <u>100,435</u> | <u>48</u> | <u>210,000</u> | <u>231,000</u> |
| Pager Rental | 557 | - | - | - | - | - |
| <i>Communication Services</i> | <u>557</u> | <u>-</u> | <u>-</u> | <u>-</u> | <u>-</u> | <u>-</u> |
| Clothing Allowance | 10,301 | 8,309 | 6,410 | 43 | 15,000 | 15,000 |
| Office Supplies | 3,973 | 3,471 | 661 | 13 | 5,000 | 5,000 |
| Professional Publications | 680 | - | - | - | 750 | 750 |
| Agri and Hort Supplies | 6,408 | 4,791 | 3,769 | 38 | 10,000 | 10,000 |
| Chemicals | 45,288 | 68,303 | 17,707 | 32 | 55,000 | 55,000 |
| Clean and Sani Supplies | 5,335 | 6,274 | 3,129 | 52 | 6,000 | 8,000 |
| Minor Equip, Tools & Hdwe | 33,386 | 51,319 | 12,391 | 35 | 35,285 | 35,285 |
| Medical and Lab Supplies | 888 | - | 45 | 5 | 1,000 | 1,000 |
| Traffic Control Signs | 5,220 | 7,422 | 3,235 | 54 | 6,000 | 10,000 |
| Material to Maintain Equipment | 79,283 | 79,988 | 14,631 | 16 | 90,410 | 89,300 |
| Material to Maintain Other | 31,336 | 50,115 | 14,905 | 17 | 85,725 | 47,000 |
| Meters and Pipes | - | 286,462 | 157,938 | 58 | 273,900 | 273,900 |
| <i>Materials and Supplies</i> | <u>222,098</u> | <u>566,454</u> | <u>234,821</u> | <u>40</u> | <u>584,070</u> | <u>550,235</u> |
| Rent of Equipment | 406 | 1,089 | 1,600 | 32 | 5,000 | 5,000 |
| Lease of Railroad Land | 6,331 | 4,807 | 5,047 | 78 | 6,500 | 7,150 |
| <i>Rentals and Leases</i> | <u>6,737</u> | <u>5,896</u> | <u>6,647</u> | <u>58</u> | <u>11,500</u> | <u>12,150</u> |

**UTILITY FUND
EXPENDITURES BY OBJECT**

| UTILITIES Utilities Maintenance | 2007-08 | | | | | |
|-------------------------------------|-------------------------|-------------------------|-----------------------------------|--------------------------|-------------------------------|------------------------------|
| | 2005-06 Actual | 2006-07 Actual | Y-T-D Actual (Thru 3/31/08) | 2007-08 Y-T-D %age | 2007-08 Original Budget | 2008-09 Adopted Budget |
| <u>Account Description</u> | | | | | | |
| Auto Body Repair | 3,095 | 8,409 | 8,826 | 221 | 4,000 | 4,000 |
| Gasoline | 36,570 | 40,524 | 23,298 | 42 | 55,000 | 58,000 |
| Diesel Fuel | 38,242 | 22,188 | 12,980 | 59 | 22,000 | 32,500 |
| Matl to Maint Vehicles | 20,466 | 28,815 | 12,199 | 35 | 35,000 | 35,000 |
| Tires | 7,018 | 5,474 | 5,228 | 73 | 7,200 | 13,000 |
| Batteries | 688 | 1,622 | 726 | 73 | 1,000 | 1,825 |
| Oil and Lubricants | 793 | 668 | 362 | 36 | 1,000 | 1,000 |
| <i>Vehicle Operating Expense</i> | <u>106,872</u> | <u>107,700</u> | <u>63,619</u> | <u>51</u> | <u>125,200</u> | <u>145,325</u> |
| Travel and Training | 9,653 | 6,288 | 5,445 | 24 | 22,400 | 22,400 |
| Printing | 1,224 | 1,898 | 1,179 | 59 | 2,000 | 2,000 |
| Photography | - | - | - | - | 500 | 500 |
| Freight and Cartage | 679 | 108 | 28 | 14 | 200 | 200 |
| Laundry and Cleaning | 7,499 | 6,501 | 3,391 | 28 | 12,000 | 12,000 |
| Govt Fees and Permits | 2,119 | 3,118 | 776 | 10 | 7,500 | 7,500 |
| Dues & Memberships | 1,041 | 990 | 581 | 48 | 1,200 | 1,200 |
| <i>Other Operating Expenditures</i> | <u>22,215</u> | <u>18,903</u> | <u>11,400</u> | <u>25</u> | <u>45,800</u> | <u>45,800</u> |
| Improv Other Than Bldgs | 141,652 | 8,580 | - | - | 1,360,000 | 1,430,000 |
| Automotive Equipment | 61,389 | 25,959 | 75,236 | 84 | 90,000 | 235,000 |
| Other Machinery and Equip | 254,870 | 43,760 | - | - | 432,600 | 140,000 |
| <i>Capital Outlay</i> | <u>457,911</u> | <u>78,299</u> | <u>75,236</u> | <u>4</u> | <u>1,882,600</u> | <u>1,805,000</u> |
| Total Utilities Maintenance | <u>3,552,339</u> | <u>3,565,005</u> | <u>1,765,696</u> | <u>31</u> | <u>5,700,707</u> | <u>5,583,655</u> |

Wastewater Services

The wastewater services division serves to oversee the “large user wastewater agreement” with Broward County in regard to the transmission and treatment charges for sewage pumped to the County.

EXPENDITURE SUMMARY

| | Actual <u>05/06</u> | Actual <u>06/07</u> | Budget <u>07/08</u> | Budget <u>08/09</u> |
|------------------------|------------------------|------------------------|------------------------|------------------------|
| Operating expenditures | <u>\$ 2,749,461</u> | <u>\$ 4,425,639</u> | <u>\$ 3,918,750</u> | <u>\$ 4,025,804</u> |

UTILITY FUND
EXPENDITURES BY OBJECT

| UTILITIES Wastewater Services | 2007-08 | | | | | |
|----------------------------------|--------------------------|--------------------------|--|--------------------------|-------------------------------|------------------------------|
| | 2005-06 Actual | 2006-07 Actual | 2007-08 Y-T-D Actual (Thru 3/31/08) | 2007-08 Y-T-D %age | 2007-08 Original Budget | 2008-09 Adopted Budget |
| <u>Account Description</u> | | | | | | |
| County Wastewater Charge | <u>2,749,461</u> | <u>4,425,639</u> | <u>1,671,734</u> | <u>43</u> | <u>3,918,750</u> | <u>4,025,804</u> |
| Wastewater Services | <u>2,749,461</u> | <u>4,425,639</u> | <u>1,671,734</u> | <u>43</u> | <u>3,918,750</u> | <u>4,025,804</u> |
| Total Wastewater Services | <u>2,749,461</u> | <u>4,425,639</u> | <u>1,671,734</u> | <u>43</u> | <u>3,918,750</u> | <u>4,025,804</u> |
| TOTAL UTILITIES | <u>11,653,120</u> | <u>13,413,337</u> | <u>5,969,779</u> | <u>37</u> | <u>16,023,663</u> | <u>16,683,487</u> |

Non-Departmental

DESCRIPTION

Non-Departmental represents a multitude of expenditures which cannot be associated with a specific department. This includes items such as auditing services, engineering fees, legal services, rate consultants and administrative charges. Interfund transfers are also included in the non-departmental division.

EXPENDITURE SUMMARY

| | Actual <u>05/06</u> | Actual <u>06/07</u> | Budget <u>07/08</u> | Budget <u>08/09</u> |
|----------------------------|------------------------|------------------------|------------------------|------------------------|
| Operating expenditures | \$ 5,320,827 | \$ 5,597,913 | \$ 2,234,351 | \$ 2,124,746 |
| Non-operating expenditures | <u>3,741,869</u> | <u>918,133</u> | <u>1,001,002</u> | <u>1,138,367</u> |
| Total | <u>\$ 9,062,696</u> | <u>\$ 6,516,046</u> | <u>\$ 3,235,353</u> | <u>\$ 3,263,113</u> |

**UTILITY FUND
EXPENDITURES BY OBJECT**

| NON-DEPARTMENTAL | 2007-08 | | | | | |
|---|-------------------------|-------------------------|-------------------------|------------------|-------------------------|-------------------------|
| | 2005-06 | 2006-07 | Y-T-D | 2007-08 | 2007-08 | 2008-09 |
| <u>Account Description</u> | <u>Actual</u> | <u>Actual</u> | <u>Actual</u> | <u>Y-T-D</u> | <u>Original</u> | <u>Adopted</u> |
| | | | <u>(Thru 3/31/08)</u> | <u>%age</u> | <u>Budget</u> | <u>Budget</u> |
| Auditing Services | 19,800 | 24,300 | 115,000 | 439 | 26,200 | 27,500 |
| Legal Services | 112,890 | 108,000 | - | - | 115,000 | 118,000 |
| <i>Professional Services</i> | <u>132,690</u> | <u>132,300</u> | <u>115,000</u> | <u>81</u> | <u>141,200</u> | <u>145,500</u> |
| Other Contractual Services | 19,272 | 43,392 | 9,661 | 48 | 20,000 | 20,000 |
| <i>Other Contractual Services</i> | <u>19,272</u> | <u>43,392</u> | <u>9,661</u> | <u>48</u> | <u>20,000</u> | <u>20,000</u> |
| R&B Administrative Charge | 278,886 | 311,553 | 157,979 | 50 | 315,958 | 297,176 |
| General Administrative Charge | 1,969,751 | 2,143,082 | 844,397 | 50 | 1,688,793 | 1,509,511 |
| Gov't Fees and Permits | - | - | - | - | 3,600 | 3,600 |
| Bank Charges | 15,059 | 18,089 | 6,117 | 57 | 10,800 | 20,959 |
| Deposit Interest Expense | 13,141 | 3,611 | 2,514 | 28 | 9,000 | 9,000 |
| Inventory Adjustment | (24,062) | 18,715 | (197) | (2) | 10,000 | 10,000 |
| Depreciation Expense | 2,814,591 | 2,829,978 | - | - | - | - |
| Bad Debt Expense | 101,499 | 97,193 | (1,806) | (5) | 35,000 | 109,000 |
| <i>Other Operating Expenses</i> | <u>5,168,865</u> | <u>5,422,221</u> | <u>1,009,004</u> | <u>49</u> | <u>2,073,151</u> | <u>1,959,246</u> |
| Trans to Ins Serv Fund | 760,623 | 918,133 | 500,501 | 50 | 1,001,002 | 1,138,367 |
| Trans to Renewal/Replacement Fund | 2,981,246 | - | - | - | - | - |
| <i>Nonoperating/Interfund Transfers</i> | <u>3,741,869</u> | <u>918,133</u> | <u>500,501</u> | <u>50</u> | <u>1,001,002</u> | <u>1,138,367</u> |
| Total Non-Departmental | <u>9,062,696</u> | <u>6,516,046</u> | <u>1,634,166</u> | <u>51</u> | <u>3,235,353</u> | <u>3,263,113</u> |

Debt Service

DESCRIPTION

The Debt Service Department recognizes expenditures for interfund transfers which are used to make sinking fund payments for the City's annual debt service payments to the Florida Departmental of Environmental Protection for the City's three (3) drinking water revolving loans as well as the projected principal and interest payments on a prospective water and sewer revenue bond issue. Bond paying agent fees are also recognized in this department.

EXPENDITURE SUMMARY

| | Actual <u>05/06</u> | Actual <u>06/07</u> | Budget <u>07/08</u> | Budget <u>08/09</u> |
|--------------|------------------------|------------------------|------------------------|------------------------|
| Debt service | \$ <u>1,918,773</u> | \$ <u>1,480,311</u> | \$ <u>2,438,650</u> | \$ <u>2,946,650</u> |

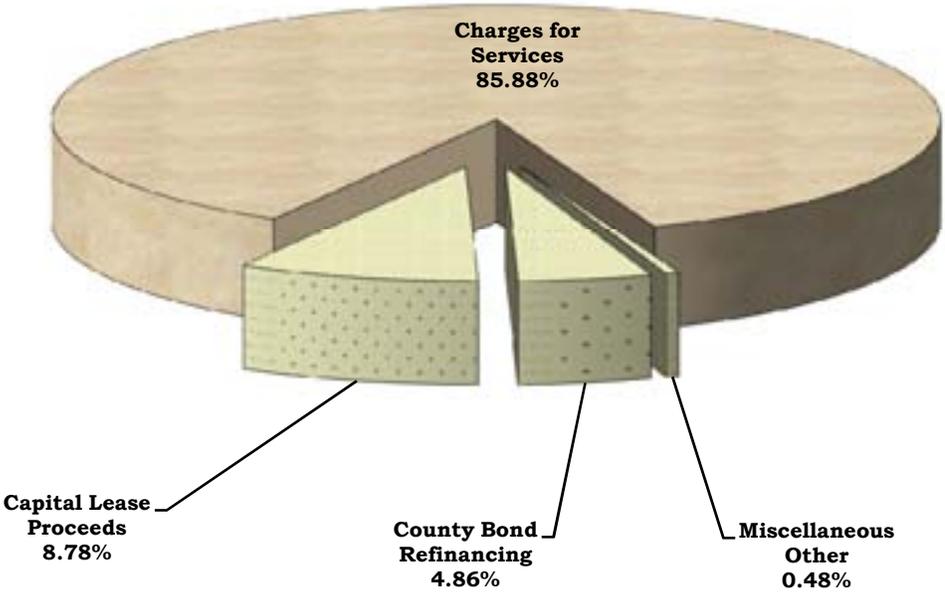
**UTILITY FUND
EXPENDITURES BY OBJECT**

| DEBT SERVICE | 2007-08 | | | | | |
|----------------------------------|--------------------------|--------------------------|-----------------------------------|--------------------------|-------------------------------|------------------------------|
| | 2005-06 Actual | 2006-07 Actual | Y-T-D Actual (Thru 3/31/08) | 2007-08 Y-T-D %age | 2007-08 Original Budget | 2008-09 Adopted Budget |
| <u>Account Description</u> | | | | | | |
| Paying Agent Fees | 11,013 | 10,679 | 1,331 | 11 | 12,000 | 20,000 |
| <i>Debt Service</i> | <u>11,013</u> | <u>10,679</u> | <u>1,331</u> | <u>11</u> | <u>12,000</u> | <u>20,000</u> |
| W/S Revenue Bond Sink Fund | 445,725 | - | - | - | 500,000 | 1,000,000 |
| State Revolving Loan Sink Fund | 1,408,528 | 1,249,283 | 568,244 | 42 | 1,366,296 | 1,366,296 |
| Wtr Pollution Contr Sinking Fund | 53,507 | 220,349 | 140,089 | 25 | 560,354 | 560,354 |
| <i>Nonoperating</i> | <u>1,907,760</u> | <u>1,469,632</u> | <u>708,333</u> | <u>29</u> | <u>2,426,650</u> | <u>2,926,650</u> |
| Total Debt Service | <u>1,918,773</u> | <u>1,480,311</u> | <u>709,664</u> | <u>29</u> | <u>2,438,650</u> | <u>2,946,650</u> |
| TOTAL UTILITY FUND | <u>22,634,589</u> | <u>21,409,694</u> | <u>8,313,609</u> | <u>38</u> | <u>21,697,666</u> | <u>22,893,250</u> |

SOLID WASTE FUND
REVENUES BY CATEGORY AND SOURCE

| | 2005-06 Actual | 2006-07 Actual | 2007-08 | | 2007-08 Budget | 2008-09 Adopted Budget |
|-------------------------------------|-------------------|-------------------|-----------------------------------|---------------|-------------------|------------------------------|
| | | | Y-T-D Actual (Thru 3/31/08) | Y-T-D %age | | |
| CHARGES FOR SERVICES | | | | | | |
| Garbage Cans - Residential | 3,392,620 | 3,621,082 | 1,149,699 | 30 | 3,770,000 | 3,770,000 |
| Garbage Cans - Business | 110,770 | 114,356 | 59,285 | 49 | 120,000 | 120,000 |
| Containers - Residential | 2,089,267 | 2,307,452 | 1,286,160 | 53 | 2,425,000 | 2,425,000 |
| Containers - Business | 4,841,667 | 5,166,441 | 2,576,839 | 47 | 5,425,000 | 5,100,000 |
| Special Pick-ups - Residential | 37,688 | 34,381 | 72,302 | 185 | 39,000 | 25,000 |
| Special Pick-ups - Business | 47,091 | 81,015 | 38,539 | 46 | 84,000 | 84,000 |
| Casters/Roll Outs - Residential | 47,679 | 52,706 | 27,088 | 49 | 55,000 | 55,000 |
| Casters/Roll Outs - Business | 42,228 | 59,170 | 30,663 | 49 | 63,000 | 63,000 |
| Cardboard Containers | 45,834 | 165,852 | 248,643 | 181 | 137,000 | 500,000 |
| Compactors | 368,495 | 409,331 | 81,062 | 15 | 530,000 | 315,000 |
| Roll-off Pull Containers | 851,774 | 1,014,150 | 547,140 | 52 | 1,050,000 | 1,100,000 |
| Garbage Billed by County | 844,427 | 804,777 | 432,617 | 50 | 860,000 | 860,000 |
| Dumpster Reinstatement Charge | - | - | - | - | - | 1,000 |
| Cardboard Fee | - | - | 35 | - | - | - |
| Special Trash Pick-ups | 422,812 | 349,926 | 1,143 | 2 | 50,000 | 2,500 |
| MRF Revenue | 406,954 | 515,947 | 235,678 | 59 | 400,000 | 535,000 |
| Waste Hauler Admin Fees | 149,885 | 171,493 | 27,476 | 18 | 150,000 | 60,000 |
| Paper Shredding Program | - | 1,937 | 6,878 | - | - | 15,000 |
| <i>Garbage/Solid Waste</i> | <u>13,699,191</u> | <u>14,870,016</u> | <u>6,821,247</u> | <u>45</u> | <u>15,158,000</u> | <u>15,030,500</u> |
| <i>TOTAL CHARGES FOR SVCS</i> | <u>13,699,191</u> | <u>14,870,016</u> | <u>6,821,247</u> | <u>45</u> | <u>15,158,000</u> | <u>15,030,500</u> |
| MISCELLANEOUS REVENUE | | | | | | |
| Interest on Idle Cash | <u>(13,793)</u> | <u>(43,337)</u> | <u>(9,822)</u> | <u>(32)</u> | <u>30,656</u> | <u>-</u> |
| <i>Interest Earnings</i> | <u>(13,793)</u> | <u>(43,337)</u> | <u>(9,822)</u> | <u>(32)</u> | <u>30,656</u> | <u>-</u> |
| Recycled Paper | - | 81,290 | - | - | 100,000 | 20,000 |
| Scrap Metal | 27,261 | 23,040 | 8,357 | 33 | 25,000 | 25,000 |
| Sale of Used Vehicles | - | 52,304 | - | - | 10,000 | 40,000 |
| <i>Sale Surplus Mat'l/Scrap</i> | <u>27,261</u> | <u>156,634</u> | <u>8,357</u> | <u>6</u> | <u>135,000</u> | <u>85,000</u> |
| Contr from Private Source | - | 70 | - | - | - | - |
| County Bond Refinancing | <u>812,957</u> | <u>1,119,439</u> | <u>135,453</u> | <u>30</u> | <u>450,000</u> | <u>850,000</u> |
| <i>Other Miscellaneous Revenues</i> | <u>812,957</u> | <u>1,119,509</u> | <u>135,453</u> | <u>30</u> | <u>450,000</u> | <u>850,000</u> |
| <i>TOTAL MISC REVENUES</i> | <u>826,425</u> | <u>1,232,806</u> | <u>133,988</u> | <u>22</u> | <u>615,656</u> | <u>935,000</u> |
| NON-REVENUES | | | | | | |
| Capital Lease Proceeds | - | - | - | - | 1,021,200 | 1,536,000 |
| <i>Other Non-Revenues</i> | - | - | - | - | 1,021,200 | 1,536,000 |
| <i>TOTAL NON-REVENUES</i> | - | - | - | - | 1,021,200 | 1,536,000 |
| TOTAL SOLID WASTE FUND | <u>14,525,616</u> | <u>16,102,822</u> | <u>6,955,235</u> | <u>41</u> | <u>16,794,856</u> | <u>17,501,500</u> |

**City of Deerfield Beach
Projected Revenues - Solid Waste Fund
Fiscal Year 2008/09**



Total projected revenues: \$17,501,500

Solid Waste

Solid Waste Recycling

DESCRIPTION

The Solid Waste and Recycling divisions comprise the Solid Waste Enterprise Fund. These divisions are managed by the Department of Public Works and Environmental Services. The Solid Waste Fund provides garbage removal and recycling services to residents and businesses within the City's service area.

DEPARTMENT GOALS

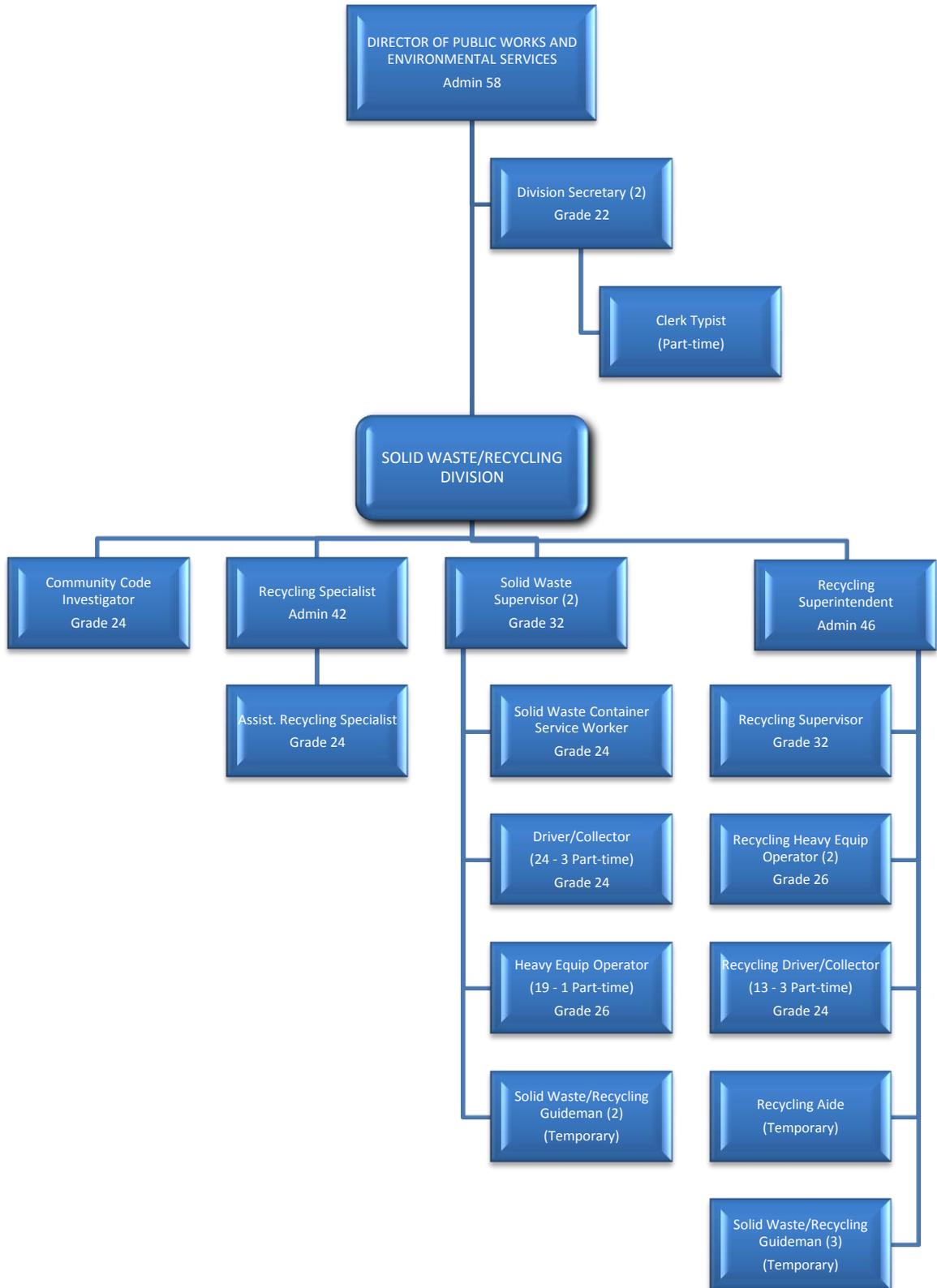
The overall goals of the Department of Public Works and Environmental Services are outlined in the General Fund/Public Works Section of the Proposed Budget. The goals that pertain to solid waste and recycling services are listed below.

- To preserve and enhance the City's grounds and landscaping sites
- Enhance the appearance of the City's streets and public rights-of-ways
- To provide quality internal and external customer service
- Work closely with the public and private sectors to continually beautify the City of Deerfield Beach
- Increase recycling participation by residential, multi-family and commercial units
- Continually maintain and monitor a safe and healthy environment
- Encourage employee training and development

Public Works & Environmental Services Department

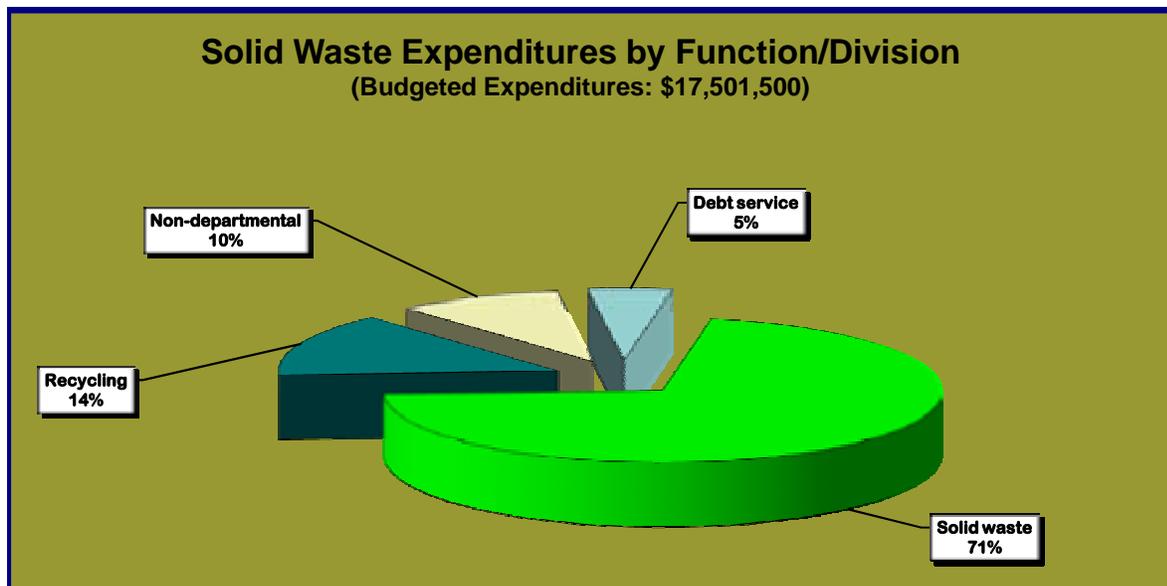
Solid Waste/Recycling Division

Organization Chart



**CITY OF DEERFIELD BEACH
SOLID WASTE FUND
EXPENDITURE SUMMARY**

| DEPARTMENT/DIVISION | ESTIMATED EXPENDITURES 2007-08 | ESTIMATED EXPENDITURES 2008-09 | DOLLAR CHANGE | PERCENTAGE CHANGE | PAGE REFERENCE |
|---------------------|--------------------------------|--------------------------------|-----------------------|--------------------|----------------|
| Solid waste | 12,630,722 | 12,506,653 | (124,069) | -1.0% | 225 |
| Recycling | 1,727,543 | 2,470,035 | 742,492 | 43.0% | 228 |
| Non-departmental | 1,608,466 | 1,679,598 | 71,132 | 4.4% | 230 |
| Debt service | 828,125 | 845,214 | 17,089 | 2.1% | 232 |
| TOTAL | <u>16,794,856</u> | <u>17,501,500</u> | <u>706,644</u> | <u>4.2%</u> | |



Solid Waste Division

The Solid Waste Division provides collection and disposal services of all garbage and bulk trash for residential and commercial accounts throughout the City. This division coordinates new site plan evaluations and maintains effective working relationships with the general public and other City Departments.

PERSONNEL SUMMARY

| <u>Grade</u> | <u>Position/Title</u> | <u>06/07</u> | <u>07/08</u> | <u>08/09</u> |
|--------------|--|------------------|------------------|------------------|
| 32 | Solid Waste Supervisor | 2 | 2 | 2 |
| 26 | Heavy Equipment Operator (1 part-time) | 18 | 19 | 19 |
| 24 | Container Service Worker | 1 | 1 | 1 |
| 24 | Driver/Collector (3 part-time) | 24 | 24 | 24 |
| 42 | Recycling Specialist | 1 | 1 | 1 |
| 24 | Assistant Recycling Specialist | 1 | 1 | 1 |
| 24 | Community Code Investigator | 1 | 1 | 1 |
| UCL | Recycling Guideman (part-time) | 2 | 2 | 2 |
| 22 | Division Secretary | 1 | 2 | 2 |
| 20 | Office Specialist | 1 | 0 | 0 |
| UCL | Clerk Typist (part-time) | <u>1</u> | <u>1</u> | <u>1</u> |
| | Total | <u>53</u> | <u>54</u> | <u>54</u> |

CAPITAL OUTLAY

| | | |
|--------------------------|-----------|----------------|
| GPS routing system | \$ | 50,000 |
| Automated curbside carts | | 72,426 |
| Dumpsters | | 100,000 |
| Utility vehicle * | | 20,000 |
| Side-loader** | | 245,000 |
| Front-packer** | | 245,000 |
| | <u>\$</u> | <u>732,426</u> |

*Vehicle will be lease/purchased over a 3-year period. See debt service section.

**Vehicle will be lease/purchased over a 5-year period. See debt service section.

EXPENDITURE SUMMARY

| | <u>Actual</u> <u>05/06</u> | <u>Actual</u> <u>06/07</u> | <u>Budget</u> <u>07/08</u> | <u>Budget</u> <u>08/09</u> |
|------------------------|-------------------------------|-------------------------------|-------------------------------|-------------------------------|
| Personal services | \$ 2,909,083 | \$ 3,070,550 | \$ 3,188,193 | \$ 3,210,415 |
| Operating expenditures | 8,720,884 | 8,563,366 | 8,364,329 | 8,563,812 |
| Capital outlay | <u>887,459</u> | <u>153,414</u> | <u>1,078,200</u> | <u>732,426</u> |
| Total | <u>\$ 12,517,426</u> | <u>\$ 11,787,330</u> | <u>\$ 12,630,722</u> | <u>\$ 12,506,653</u> |

**SOLID WASTE FUND
EXPENDITURES BY OBJECT**

| PUBLIC WORKS Solid Waste Division | 2005-06 Actual | 2006-07 Actual | 2007-08 | | 2007-08 Original Budget | 2008-09 Adopted Budget |
|--------------------------------------|-------------------|-------------------|-----------------------------------|--------------------------|-------------------------------|------------------------------|
| | | | Y-T-D Actual (Thru 3/31/08) | 2007-08 Y-T-D %age | | |
| <u>Account Description</u> | | | | | | |
| Regular Salary | 2,140,635 | 2,200,672 | 1,230,902 | 52 | 2,381,680 | 2,597,290 |
| Overtime | 169,283 | 96,520 | 48,285 | 161 | 30,000 | 30,000 |
| Longevity | 85,622 | 88,821 | 47,625 | 44 | 107,570 | 120,510 |
| Sick/Vacation Pay Accrual | (50,419) | 82,766 | - | - | - | - |
| Sick Leave Conversion Pay | 27,396 | 28,591 | 28,980 | 88 | 33,000 | 33,000 |
| <i>Salaries & Wages</i> | <u>2,372,517</u> | <u>2,497,370</u> | <u>1,355,792</u> | <u>53</u> | <u>2,552,250</u> | <u>2,780,800</u> |
| FICA | 178,427 | 177,184 | 99,262 | 50 | 198,610 | 212,920 |
| <i>Payroll Taxes</i> | <u>178,427</u> | <u>177,184</u> | <u>99,262</u> | <u>50</u> | <u>198,610</u> | <u>212,920</u> |
| Nonuniformed Pension Plan | 244,907 | 276,419 | 73,871 | 25 | 295,483 | 60,815 |
| ICMA Pension Plan | 113,232 | 119,577 | 70,635 | 50 | 141,850 | 155,880 |
| <i>Pension Contributions</i> | <u>358,139</u> | <u>395,996</u> | <u>144,506</u> | <u>33</u> | <u>437,333</u> | <u>216,695</u> |
| Programming/Software | - | 129 | - | - | - | - |
| <i>Professional Services</i> | <u>-</u> | <u>129</u> | <u>-</u> | <u>-</u> | <u>-</u> | <u>-</u> |
| School Board Distribution | 2,652 | 4,336 | - | - | 3,000 | 2,000 |
| Disposal Fees | 7,272,549 | 7,051,260 | 3,214,641 | 45 | 7,117,400 | 7,361,383 |
| County Billing Fee | 54,797 | 80,368 | - | - | 50,000 | 50,000 |
| Other Contractual Services | 787,096 | 722,788 | 223,319 | 28 | 785,000 | 700,000 |
| <i>Other Contractual Services</i> | <u>8,117,094</u> | <u>7,858,752</u> | <u>3,437,960</u> | <u>43</u> | <u>7,955,400</u> | <u>8,113,383</u> |
| Pager Rental | 31 | (6) | - | - | - | - |
| <i>Communication Services</i> | <u>31</u> | <u>(6)</u> | <u>-</u> | <u>-</u> | <u>-</u> | <u>-</u> |
| Clothing Allowance | 8,928 | 6,165 | 7,508 | 116 | 6,500 | 6,500 |
| Office Supplies | 807 | 802 | 96 | 48 | 200 | 200 |
| Professional Publications | 222 | - | - | - | - | - |
| Chemicals | 3,073 | 2,654 | 626 | 63 | 1,000 | 1,000 |
| Minor Equip, Tools & Hdwe | 1,513 | 17,328 | 1,036 | 104 | 1,000 | 2,500 |
| Material to Maintain Equipment | 14,812 | 4,252 | 251 | - | - | - |
| Material to Maintain Other | 48,283 | 124,941 | 48,376 | 121 | 40,000 | 45,000 |
| Other Commodities | - | 94 | - | - | - | - |
| <i>Materials and Supplies</i> | <u>77,638</u> | <u>156,236</u> | <u>57,893</u> | <u>119</u> | <u>48,700</u> | <u>55,200</u> |
| Vehicle Painting | 3,770 | - | - | - | 1,000 | 1,000 |
| Auto Body Repair | 8,375 | 11,217 | 1,572 | 52 | 3,000 | 3,000 |
| Gasoline | 5,652 | 11,345 | 11,994 | 218 | 5,500 | 20,000 |
| Diesel Fuel | 252,484 | 251,539 | 160,784 | 100 | 160,000 | 200,000 |
| Matl to Maint Vehicles | 133,819 | 161,400 | 72,209 | 66 | 110,000 | 100,000 |
| Tires | 83,208 | 78,493 | 37,460 | 75 | 50,000 | 45,000 |
| Batteries | 1,038 | 2,277 | 1,183 | 79 | 1,500 | 2,000 |
| Oil and Lubricants | 12,139 | 10,746 | 4,922 | 49 | 10,000 | 8,000 |
| Propane Gas | 3,647 | 362 | - | - | - | - |
| <i>Vehicle Operating Expense</i> | <u>504,132</u> | <u>527,379</u> | <u>290,124</u> | <u>85</u> | <u>341,000</u> | <u>379,000</u> |

**SOLID WASTE FUND
EXPENDITURES BY OBJECT**

| PUBLIC WORKS Solid Waste Division | 2007-08 | | | | | 2008-09 Adopted Budget |
|--------------------------------------|-------------------|-------------------|-----------------------------------|--------------------------|-------------------------------|------------------------------|
| | 2005-06 Actual | 2006-07 Actual | Y-T-D Actual (Thru 3/31/08) | 2007-08 Y-T-D %age | 2007-08 Original Budget | |
| <u>Account Description</u> | | | | | | |
| Travel and Training | 3,607 | 3,470 | 163 | 7 | 2,200 | 1,200 |
| Printing | 6,829 | 2,575 | 1,918 | 96 | 2,000 | 3,500 |
| Laundry and Cleaning | 9,866 | 7,905 | 4,141 | 41 | 10,000 | 8,000 |
| Govt Fees and Permits | 901 | 6,614 | - | - | 4,000 | 2,500 |
| Dues & Memberships | 786 | 312 | 321 | 31 | 1,029 | 1,029 |
| <i>Other Operating Expenditures</i> | <u>21,989</u> | <u>20,876</u> | <u>6,543</u> | <u>34</u> | <u>19,229</u> | <u>16,229</u> |
| Improv Other Than Bldgs | - | - | 861,827 | - | - | - |
| Automotive Equipment | 789,174 | 72,857 | - | - | 668,000 | 510,000 |
| Other Machinery and Equip | 98,285 | 80,557 | 195,476 | 48 | 410,200 | 222,426 |
| <i>Capital Outlay</i> | <u>887,459</u> | <u>153,414</u> | <u>1,057,303</u> | <u>98</u> | <u>1,078,200</u> | <u>732,426</u> |
| Total Solid Waste | 12,517,426 | 11,787,330 | 6,449,383 | 51 | 12,630,722 | 12,506,653 |

Recycling Division

The Recycling Division coordinates and implements collection of recyclable materials throughout the City. This includes recycling materials extracted from waste collection from residential and commercial accounts throughout the City.

PERSONNEL SUMMARY

| <u>Grade</u> | <u>Position/Title</u> | <u>06/07</u> | <u>07/08</u> | <u>08/09</u> |
|--------------|--------------------------------|------------------|------------------|------------------|
| 46 | Recycling Superintendent | 1 | 1 | 1 |
| 22 | Division Secretary | 1 | 1 | 1 |
| 26 | Heavy Equipment Operator | 2 | 2 | 2 |
| 32 | Recycling Supervisor | 1 | 1 | 1 |
| 24 | Driver/Collector (4 part-time) | 13 | 13 | 13 |
| UCL | Recycling Guideman (Temporary) | 3 | 3 | 3 |
| UCL | Recycling Aide (Temporary) | <u>1</u> | <u>1</u> | <u>1</u> |
| | Total | <u>22</u> | <u>22</u> | <u>22</u> |

CAPITAL OUTLAY

| | |
|------------------------|---------------------|
| Utility vehicle* | \$ 26,000 |
| Roll-off trucks (2)** | 400,000 |
| Recycling trucks (2)** | 600,000 |
| Canopy | 3,000 |
| Educational Kiosk | 5,000 |
| | <u>\$ 1,034,000</u> |

*Vehicle will be lease/purchased over a 3-year period. See debt service section.

**Vehicles will be lease/purchased over a 5-year period. See debt service section.

EXPENDITURE SUMMARY

| | <u>Actual</u> <u>05/06</u> | <u>Actual</u> <u>06/07</u> | <u>Budget</u> <u>07/08</u> | <u>Budget</u> <u>08/09</u> |
|------------------------|-------------------------------|-------------------------------|-------------------------------|-------------------------------|
| Personal services | \$ 1,081,143 | \$ 1,058,643 | \$ 1,184,393 | \$ 1,172,635 |
| Operating expenditures | 256,006 | 231,496 | 189,950 | 263,400 |
| Capital outlay | 107,147 | 115,909 | 353,200 | 1,034,000 |
| Total | <u>\$ 1,444,296</u> | <u>\$ 1,406,048</u> | <u>\$ 1,727,543</u> | <u>\$ 2,470,035</u> |

**SOLID WASTE FUND
EXPENDITURES BY OBJECT**

| PUBLIC WORKS Recycling Division | 2007-08 | | | | | |
|-------------------------------------|--------------------------|--------------------------|-----------------------------------|--------------------------|-------------------------------|------------------------------|
| | 2005-06 Actual | 2006-07 Actual | Y-T-D Actual (Thru 3/31/08) | 2007-08 Y-T-D %age | 2007-08 Original Budget | 2008-09 Adopted Budget |
| <u>Account Description</u> | | | | | | |
| Regular Salary | 812,477 | 821,199 | 432,913 | 47 | 924,725 | 964,195 |
| Overtime | 70,326 | 44,765 | 13,682 | 30 | 45,000 | 15,000 |
| Longevity | 21,042 | 23,921 | 12,520 | 46 | 27,330 | 28,185 |
| Sick/Vacation Pay Accrual | 21,925 | 10,961 | - | - | - | - |
| Sick Leave Conversion Pay | 11,562 | 11,627 | 11,457 | 76 | 15,000 | 15,000 |
| <i>Salaries & Wages</i> | <u>937,332</u> | <u>912,473</u> | <u>470,572</u> | <u>46</u> | <u>1,012,055</u> | <u>1,022,380</u> |
| FICA | 66,838 | 65,049 | 34,186 | 44 | 77,880 | 80,690 |
| <i>Payroll Taxes</i> | <u>66,838</u> | <u>65,049</u> | <u>34,186</u> | <u>44</u> | <u>77,880</u> | <u>80,690</u> |
| Nonuniformed Pension Plan | 14,991 | 18,800 | 5,073 | 25 | 20,293 | 4,745 |
| ICMA Pension Plan | 61,982 | 62,321 | 30,503 | 41 | 74,165 | 64,820 |
| <i>Pension Contributions</i> | <u>76,973</u> | <u>81,121</u> | <u>35,576</u> | <u>38</u> | <u>94,458</u> | <u>69,565</u> |
| Clothing Allowance | 4,961 | 4,780 | 3,528 | 88 | 4,000 | 4,000 |
| Office Supplies | 810 | 885 | - | - | 500 | 1,000 |
| Minor Equip, Tools & Hdwe | - | - | 40 | - | - | 1,200 |
| Material to Maintain Equipment | 604 | 289 | 210 | - | - | - |
| Recycling Containers | 48,016 | 29,924 | 10,168 | 34 | 30,000 | 85,000 |
| <i>Materials and Supplies</i> | <u>54,391</u> | <u>35,878</u> | <u>13,946</u> | <u>40</u> | <u>34,500</u> | <u>91,200</u> |
| Vehicle Painting | 345 | - | - | - | 500 | 1,000 |
| Auto Body Repair | 5,539 | 731 | 121 | 12 | 1,000 | 1,000 |
| Gasoline | 4,647 | 33,688 | 18,629 | 339 | 5,500 | 15,500 |
| Diesel Fuel | 124,536 | 84,635 | 33,889 | 42 | 80,000 | 85,000 |
| Matl to Maint Vehicles | 16,525 | 29,577 | 13,962 | 47 | 30,000 | 30,000 |
| Tires | 29,800 | 27,888 | 11,547 | 58 | 20,000 | 20,000 |
| Batteries | 122 | 923 | 767 | 102 | 750 | 1,000 |
| Oil and Lubricants | 2,205 | 2,447 | 1,049 | 48 | 2,200 | 2,200 |
| <i>Vehicle Operating Expense</i> | <u>183,719</u> | <u>179,889</u> | <u>79,964</u> | <u>57</u> | <u>139,950</u> | <u>155,700</u> |
| Printing | 3,008 | 5,000 | 3,429 | 86 | 4,000 | 5,000 |
| Laundry and Cleaning | 4,807 | 3,111 | 1,876 | 54 | 3,500 | 3,500 |
| Public Awareness | 10,081 | 7,618 | 1,105 | 14 | 8,000 | 8,000 |
| <i>Other Operating Expenditures</i> | <u>17,896</u> | <u>15,729</u> | <u>6,410</u> | <u>41</u> | <u>15,500</u> | <u>16,500</u> |
| Automotive Equipment | 107,147 | 115,909 | 350,188 | 99 | 353,200 | 1,026,000 |
| Other Machinery and Equipment | - | - | - | - | - | 8,000 |
| <i>Capital Outlay</i> | <u>107,147</u> | <u>115,909</u> | <u>350,188</u> | <u>99</u> | <u>353,200</u> | <u>1,034,000</u> |
| Total Recycling | <u>1,444,296</u> | <u>1,406,048</u> | <u>990,842</u> | <u>57</u> | <u>1,727,543</u> | <u>2,470,035</u> |
| TOTAL PUBLIC WORKS | <u>13,961,722</u> | <u>13,193,378</u> | <u>7,440,225</u> | <u>52</u> | <u>14,358,265</u> | <u>14,976,688</u> |

Non-Departmental

DESCRIPTION

Non-Departmental represents a multitude of expenditures which cannot be associated with a specific department. This includes items such as auditing services, administrative charges and interfund transfers.

EXPENDITURE SUMMARY

| | Actual <u>05/06</u> | Actual <u>06/07</u> | Budget <u>07/08</u> | Budget <u>08/09</u> |
|----------------------------|------------------------|------------------------|------------------------|------------------------|
| Operating expenditures | \$ 1,869,918 | \$ 2,071,977 | \$ 817,903 | \$ 821,053 |
| Non-operating expenditures | <u>610,267</u> | <u>738,173</u> | <u>790,563</u> | <u>858,545</u> |
| Total | <u>\$ 2,480,185</u> | <u>\$ 2,810,150</u> | <u>\$ 1,608,466</u> | <u>\$ 1,679,598</u> |

**SOLID WASTE FUND
EXPENDITURES BY OBJECT**

| NON-DEPARTMENTAL | 2007-08 | | | | | |
|---|-------------------------|-------------------------|--|-----------------------------------|--|---------------------------------------|
| | 2005-06 | 2006-07 | Y-T-D Actual (Thru 3/31/08) | 2007-08 Y-T-D %age | 2007-08 Original Budget | 2008-09 Adopted Budget |
| <u>Account Description</u> | <u>Actual</u> | <u>Actual</u> | <u>(Thru 3/31/08)</u> | <u>%age</u> | <u>Budget</u> | <u>Budget</u> |
| Auditing Services | 19,800 | 20,800 | 2,600 | 10 | 26,200 | 27,500 |
| <i>Professional Services</i> | <u>19,800</u> | <u>20,800</u> | <u>2,600</u> | <u>10</u> | <u>26,200</u> | <u>27,500</u> |
| General Administrative Charge | 856,118 | 887,220 | 383,277 | 50 | 766,553 | 766,553 |
| Deposit Interest Expense | 1,188 | 364 | 156 | 104 | 150 | 2,000 |
| Depreciation Expense | 975,361 | 1,083,589 | - | - | - | - |
| Bad Debt Expense | 17,451 | 80,004 | (517) | (2) | 25,000 | 25,000 |
| <i>Other Operating Expenses</i> | <u>1,850,118</u> | <u>2,051,177</u> | <u>382,916</u> | <u>48</u> | <u>791,703</u> | <u>793,553</u> |
| Trans to Ins Serv Fund | 610,267 | 728,173 | 395,282 | 50 | 790,563 | 858,545 |
| Trans to Recycling Grant | - | 10,000 | - | - | - | - |
| <i>Nonoperating/Interfund Transfers</i> | <u>610,267</u> | <u>738,173</u> | <u>395,282</u> | <u>50</u> | <u>790,563</u> | <u>858,545</u> |
| Total Non-Departmental | <u>2,480,185</u> | <u>2,810,150</u> | <u>780,798</u> | <u>49</u> | <u>1,608,466</u> | <u>1,679,598</u> |

Debt Service

DESCRIPTION

The Debt Service Department recognizes expenditures for lease/purchase agreements entered into by the City. These agreements serve as a financing source for major capital acquisitions during the year.

CAPITAL OUTLAY REQUESTED

During the 2008/09 fiscal year, eight (8) vehicles will be lease/purchased and paid for over varying periods, ranging from three to five years. The approximate debt service for this fiscal year for these items follows:

| | | |
|---|-----------|----------------------|
| Replacement front packer - Solid Waste | \$ | 14,700 |
| Replacement side loader - Solid Waste | | 14,700 |
| Replacement Pick-up truck - Solid Waste | | 1,200 |
| Roll off trucks (2) - Solid Waste (Recycling) | | 24,000 |
| Recycling trucks (2) - Solid Waste (Recycling) | | 36,000 |
| Replacement utility vehicle - Solid Waste (Recycling) | | 1,560 |
| Total | \$ | <u>92,160</u> |

EXPENDITURE SUMMARY

| | Actual <u>05/06</u> | Actual <u>06/07</u> | Budget <u>07/08</u> | Budget <u>08/09</u> |
|--------------|------------------------|------------------------|------------------------|------------------------|
| Debt service | <u>\$ 58,205</u> | <u>\$ 73,434</u> | <u>\$ 828,125</u> | <u>\$ 845,214</u> |

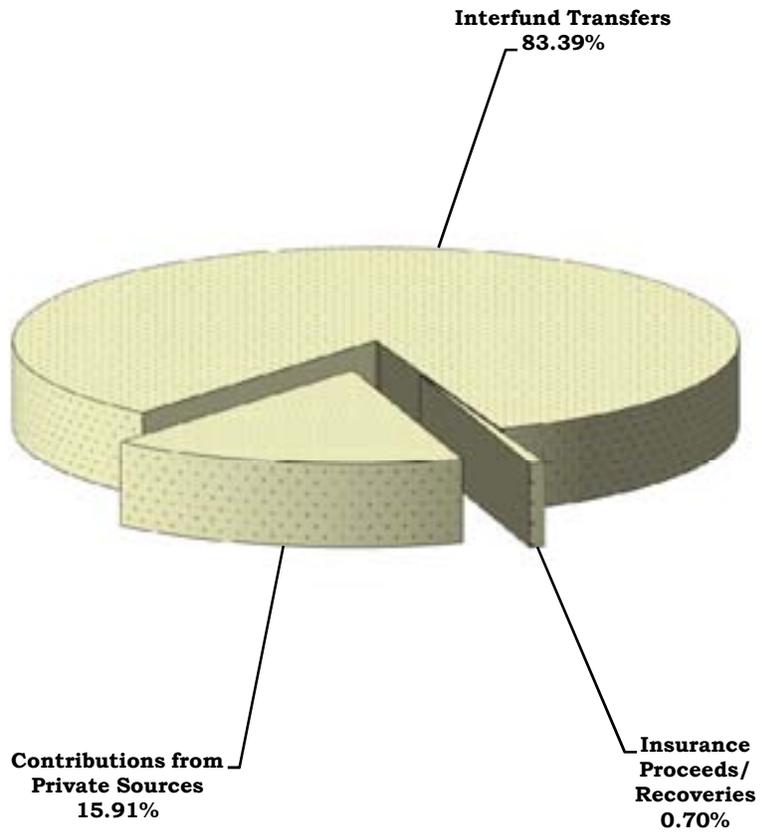
**SOLID WASTE FUND
EXPENDITURES BY OBJECT**

| DEBT SERVICE | 2007-08 | | | | | |
|-------------------------------|-------------------|-------------------|-----------------------------------|--------------------------|-------------------------------|------------------------------|
| | 2005-06 Actual | 2006-07 Actual | Y-T-D Actual (Thru 3/31/08) | 2007-08 Y-T-D %age | 2007-08 Original Budget | 2008-09 Adopted Budget |
| <u>Account Description</u> | | | | | | |
| Capital Lease - Principal | - | - | 640,299 | 89 | 719,984 | 732,212 |
| Capital Lease - Interest | <u>58,205</u> | <u>73,434</u> | <u>65,474</u> | <u>61</u> | <u>108,141</u> | <u>113,002</u> |
| <i>Debt Service</i> | <u>58,205</u> | <u>73,434</u> | <u>705,773</u> | <u>85</u> | <u>828,125</u> | <u>845,214</u> |
| Total Debt Service | <u>58,205</u> | <u>73,434</u> | <u>705,773</u> | <u>85</u> | <u>828,125</u> | <u>845,214</u> |
| TOTAL SOLID WASTE FUND | <u>16,500,112</u> | <u>16,076,962</u> | <u>8,926,796</u> | <u>53</u> | <u>16,794,856</u> | <u>17,501,500</u> |

INSURANCE SERVICES TRUST FUND
REVENUES BY CATEGORY AND SOURCE

| | | | 2007-08 | | 2008-09 | |
|---|-------------------|-------------------|-----------------------------------|---------------|-------------------|------------------------------|
| | 2005-06 Actual | 2006-07 Actual | Y-T-D Actual (Thru 3/31/08) | Y-T-D %age | 2007-08 Budget | 2008-09 Adopted Budget |
| MISCELLANEOUS REVENUE | | | | | | |
| Interest on Investments | (23,460) | 4,397 | 47 | - | - | - |
| Interest on Idle Cash | 39,565 | 43,289 | (11,490) | - | - | - |
| <i>Interest Earnings</i> | <u>16,105</u> | <u>47,686</u> | <u>(11,443)</u> | - | - | - |
| Insurance Proceeds - Property | 178,211 | - | - | - | 5,000 | 5,000 |
| Recovery Damages - Property | 2,744 | 11,116 | 4,225 | 85 | 5,000 | 5,000 |
| Insurance Proceeds - Vehicles | - | 8,000 | - | - | 5,000 | 5,000 |
| Recovery Damages - Vehicles | - | 3,927 | 4,303 | 172 | 2,500 | 2,500 |
| Insurance Proceeds - W/C | 72,618 | 73,299 | 13,661 | 46 | 30,000 | 30,000 |
| Stop Loss Recovery | - | - | - | - | 25,000 | 21,650 |
| <i>Sales/Comp Loss of Fixed Assets</i> | <u>253,573</u> | <u>96,342</u> | <u>22,189</u> | <u>31</u> | <u>72,500</u> | <u>69,150</u> |
| Group Term Life Insur 125 | - | 1,699 | - | - | - | - |
| Dental/Vision | 7,399 | 1,822 | 589 | 17 | 3,500 | 1,300 |
| Dental/Vision 125 | 113,585 | 101,702 | 52,730 | 41 | 130,000 | 107,500 |
| Group Health | 36,678 | 14,759 | 7,173 | 37 | 19,500 | 19,900 |
| Group Health 125 | 891,703 | 932,387 | 493,580 | 53 | 931,300 | 937,000 |
| Voluntary Life Insurance | 28,907 | 33,024 | 16,926 | 49 | 34,600 | 34,000 |
| Retired Employee Life | 4,441 | 4,724 | 2,692 | 62 | 4,360 | 5,125 |
| Retired Employee Health | 303,868 | 291,301 | 161,181 | 48 | 335,200 | 351,900 |
| Retired Dental/Vision | 29,116 | 22,126 | 10,848 | 30 | 36,770 | 22,570 |
| Housing Authority Health | 38,355 | 50,922 | 21,630 | 52 | 42,000 | 42,000 |
| COBRA Health | 32,657 | 32,743 | 17,734 | 39 | 45,000 | 45,000 |
| <i>Contribution From Private Source</i> | <u>1,486,709</u> | <u>1,487,209</u> | <u>785,083</u> | <u>50</u> | <u>1,582,230</u> | <u>1,566,295</u> |
| TOTAL MISC REVENUES | <u>1,756,387</u> | <u>1,631,237</u> | <u>795,829</u> | <u>48</u> | <u>1,654,730</u> | <u>1,635,445</u> |
| NON-REVENUES | | | | | | |
| General Fund | 4,366,945 | 4,776,557 | 2,653,877 | 50 | 5,307,754 | 5,909,525 |
| Solid Waste Fund | 610,267 | 728,173 | 395,281 | 50 | 790,563 | 858,545 |
| Road and Bridge Fund | 132,667 | 158,299 | 85,312 | 50 | 170,625 | 190,788 |
| CRA Fund | 4,000 | 4,000 | 2,000 | 50 | 4,000 | 4,000 |
| Utility Fund | 760,623 | 918,133 | 500,501 | 50 | 1,001,002 | 1,138,367 |
| Senior Services Fund | 111,400 | 111,400 | 55,700 | 50 | 111,400 | 111,400 |
| <i>Interfund Transfers</i> | <u>5,985,902</u> | <u>6,696,562</u> | <u>3,692,671</u> | <u>50</u> | <u>7,385,344</u> | <u>8,212,625</u> |
| TOTAL NON-REVENUES | <u>5,985,902</u> | <u>6,696,562</u> | <u>3,692,671</u> | <u>50</u> | <u>7,385,344</u> | <u>8,212,625</u> |
| TOTAL INSURANCE SVCS TRUST | <u>7,742,289</u> | <u>8,327,799</u> | <u>4,488,500</u> | <u>50</u> | <u>9,040,074</u> | <u>9,848,070</u> |

**City of Deerfield Beach
Projected Revenues - Insurance Services Trust Fund
Fiscal Year 2008/09**



Total projected revenues: \$9,848,070

Risk Management Department Organization Chart



DEPARTMENT: RISK MANAGEMENT



DEPARTMENT/DIVISION GOALS, OBJECTIVES, & MEASUREMENTS – FY2009



**CITY GOAL#3
SUPERIOR CUSTOMER SERVICE**

| DEPARTMENT GOALS | DEPARTMENT OBJECTIVES | DEPARTMENT MEASUREMENTS | FY 07 (actual) | FY 08 (estimate) | FY 09 (budget) |
|---|---|--|----------------|------------------|----------------|
| Improve and Ensure the Employee Benefits System | Stay current on Employee Benefit Programs through conferences, periodicals, industry networking, etc. | # of changes to Employee Benefits | 2 | 1 | 3 |
| | Negotiate with current insurance carriers/providers to secure the best values throughout the year | \$ amount of cost savings per increment of employee insurance coverage | \$100,000 | \$227,444 | \$250,000 |

**CITY GOAL#6
FINANCIAL HEALTH OF THE CITY**

| DEPARTMENT GOALS | DEPARTMENT OBJECTIVES | DEPARTMENT MEASUREMENTS | FY 07 (actual) | FY 08 (estimate) | FY 09 (budget) |
|---|---|---|----------------|------------------|----------------|
| Contain City Property and Liability Costs to the City | Maintain or reduce costs for the best available coverages | \$ amount of total insurance package for 12-month policy period | \$1,079,732 | \$818,801 | \$902,715 |
| | | % increase in property insurance | 106% | -24% | 10% |
| | | \$ total of insurable values | \$76,255,591 | \$76,255,591 | \$76,255,591 |
| Adjudicate Internal Claims | Verify all dental / vision claims | # of internal claims | 1,275 | 325 | 0 |
| | | \$ cost of internal claims | \$230,000 | \$75,000 | 0 |

CITY GOAL#6
FINANCIAL HEALTH OF THE CITY

DEPARTMENT: RISK MANAGEMENT

| DEPARTMENT GOALS | DEPARTMENT OBJECTIVES | DEPARTMENT MEASUREMENTS | FY 07 (actual) | FY 08 (estimate) | FY 09 (budget) |
|--|---|---|--|--|--|
| Monitor and contain statutory Workers Compensation costs | Review all State assessments, credits and calculations for accuracy | Gross W/C premium commercially insured Drug-free workplace credit Modification Factor: State Assessment On discounted premium of: | \$2,348,203 -\$89,103 .73 \$88,195 | \$2,310,888 -\$143,657 .73 \$58,703 | N/A N/A N/A N/A |
| Manage and adjust all general and auto liability claims to reduce the risk to the City | | # of vehicular accidents # of accidents in which the City is at fault \$ cost of City damage to other vehicles/ prop \$ cost of City property damage by other vehicles/ prop # of incidents of City property damage (i.e. vandalism, theft) \$ cost for City property damage | 52 21 \$57,048 \$35,014 7 \$10,070 | 21 15 \$30,000 \$5,000 10 \$10,000 | N/A N/A N/A N/A N/A N/A |
| | Investigate and verify all external claims | # of external claims # of losses subrogated \$ amount of restitution received # of new general liability claims #of open claims # of claims settled pre-litigation \$ savings of settlement versus demand # of claims litigated property damage | 10 10 \$1,980 3 24 3 \$320,000 0 | 8 8 \$15,000 4 18 6 \$114,000 0 | N/A N/A N/A N/A N/A N/A N/A N/A |
| Manage and adjust all W/C claims | Ensure work-related injured employees receive timely medical care and rehabilitated back to work. | # of new workers' comp claims # of w/c claims medical only vs. lost time \$ cost of w/c claims medical only vs. lost time (excl salary) # of lost work-days due to workers comp claims # of employees returned to work light-duty Average cost per claim medical only versus lost time (excl salary) | 56 54 MO vs. 3 LT \$68,000 MO vs. \$32,805 LT 30 3 \$1,283 vs. \$10,935 | 71 65 MO vs. 6 LT \$51,040 MO vs. \$61,853 LT 83 5 \$785 vs. \$10,309 | N/A N/A N/A N/A N/A N/A |

Risk Management

Administration Division Retirees Division

DEPARTMENT DESCRIPTION

The Risk Management Department is comprised of two divisions, Administration and Retirees. The Administration Division is responsible for administration of health and life insurance benefits for all active employees and their dependents/beneficiaries. This division also administers the general property liability, workers' compensation, and safety programs for the City. Further, this division initiates, investigates, researches, manages, and assists in litigation and negotiation of worker's compensation and general liability claims. Periodic meetings are held with other departments to review worker's compensation and liability issues. Recovery and subrogation of funds offsets need of any higher reserves for current and future years.

Administration Division

PERSONNEL SUMMARY

| <u>Grade</u> | <u>Position/Title</u> | <u>06/07</u> | <u>07/08</u> | <u>08/09</u> |
|--------------|-------------------------------------|--------------|--------------|--------------|
| 56 | Risk Manager | 1 | 1 | 1 |
| 42 | Workers Compensation Claims Analyst | 1 | 1 | 1 |
| 28 | Office Supervisor | <u>1</u> | <u>1</u> | <u>1</u> |
| | Total | <u>3</u> | <u>3</u> | <u>3</u> |

EXPENDITURE SUMMARY

| | <u>Actual</u> <u>05/06</u> | <u>Actual</u> <u>06/07</u> | <u>Budget</u> <u>07/08</u> | <u>Budget</u> <u>08/09</u> |
|------------------------|-------------------------------|-------------------------------|-------------------------------|-------------------------------|
| Personal services | \$ 260,680 | \$ 277,815 | \$ 305,960 | \$ 326,255 |
| Operating expenditures | 8,793,554 | 9,301,008 | 7,561,454 | 7,942,105 |
| Capital outlay | - | 21,558 | - | - |
| Total | <u>\$ 9,054,234</u> | <u>\$ 9,600,381</u> | <u>\$ 7,867,414</u> | <u>\$ 8,268,360</u> |

**INSURANCE SERVICES TRUST
EXPENDITURES BY OBJECT**

| RISK MANAGEMENT | 2007-08 | | | | | |
|--|------------------|------------------|-----------------------|----------------|-----------------|----------------|
| | 2005-06 | 2006-07 | Y-T-D | 2007-08 | 2007-08 | 2008-09 |
| <u>Account Description</u> | <u>Actual</u> | <u>Actual</u> | <u>Actual</u> | <u>Y-T-D</u> | <u>Original</u> | <u>Adopted</u> |
| | | | (Thru 3/31/08) | %age | Budget | Budget |
| Regular Salary | 216,975 | 230,616 | 120,375 | 47 | 255,280 | 268,795 |
| Longevity | 5,781 | 6,683 | 3,522 | 39 | 9,070 | 11,755 |
| Sick Leave Conversion Pay | 2,732 | 3,677 | 803 | - | - | 1,000 |
| <i>Salaries & Wages</i> | <u>225,488</u> | <u>240,976</u> | <u>124,700</u> | <u>47</u> | <u>264,350</u> | <u>281,550</u> |
| FICA | 17,153 | 17,561 | 8,540 | 42 | 20,225 | 21,505 |
| <i>Payroll Taxes</i> | <u>17,153</u> | <u>17,561</u> | <u>8,540</u> | <u>42</u> | <u>20,225</u> | <u>21,505</u> |
| ICMA Pension Plan | 18,039 | 19,278 | 9,976 | 47 | 21,385 | 23,200 |
| <i>Pension Contributions</i> | <u>18,039</u> | <u>19,278</u> | <u>9,976</u> | <u>47</u> | <u>21,385</u> | <u>23,200</u> |
| Programming/Software | - | 27,359 | - | - | 12,500 | 15,100 |
| Legal Services | 180,148 | 150,000 | 157,000 | 97 | 162,000 | 165,000 |
| Workers Comp Legal Costs | 43,105 | 32,525 | 16,024 | 32 | 50,000 | 50,000 |
| Other Professional Services | 6,150 | 29,925 | 10,201 | 68 | 15,000 | 15,000 |
| <i>Professional Services</i> | <u>229,403</u> | <u>239,809</u> | <u>183,225</u> | <u>77</u> | <u>239,500</u> | <u>245,100</u> |
| Repairs - General Government | 22,967 | 30,280 | - | - | 25,000 | 25,000 |
| Repairs - Fire/Rescue | 23,068 | 15,505 | 7,005 | - | - | - |
| Repairs - Public Works | 4,553 | 2,370 | - | - | - | - |
| Repairs - Community Service | 13,989 | 24,523 | 743 | 7 | 10,000 | 10,000 |
| Repairs - Senior Services | 1,415 | 19,745 | - | - | - | - |
| Repairs - Hurricane | 1,193,533 | 1,126,284 | 5,197 | - | - | - |
| Repairs - ADA Compliance | 21,114 | 1,580 | - | - | 75,000 | 75,000 |
| <i>Repair and Maintenance Services</i> | <u>1,280,639</u> | <u>1,220,287</u> | <u>12,945</u> | <u>12</u> | <u>110,000</u> | <u>110,000</u> |
| Other Contractual Services | 37,159 | 53,810 | 15,424 | 51 | 30,000 | 68,000 |
| <i>Other Contractual Services</i> | <u>37,159</u> | <u>53,810</u> | <u>15,424</u> | <u>51</u> | <u>30,000</u> | <u>68,000</u> |
| Office Supplies | 2,768 | 2,222 | 1,346 | 54 | 2,500 | 3,000 |
| Professional Publications | 662 | 1,059 | 420 | 42 | 1,000 | 1,000 |
| Minor Equip, Tools & Hdwe | - | 738 | - | - | 500 | 500 |
| <i>Materials and Supplies</i> | <u>3,430</u> | <u>4,019</u> | <u>1,766</u> | <u>44</u> | <u>4,000</u> | <u>4,500</u> |
| Workers Comp - 1983/84 | 1,777 | 13,844 | 285 | 3 | 10,000 | 6,000 |
| Workers Comp - 1991/92 | 4,484 | 1,419 | 198 | 13 | 1,500 | 1,500 |
| Workers Comp - 1992/93 | 104,566 | 154,002 | 57,770 | 39 | 150,000 | 90,000 |
| Workers Comp - 1995/96 | 1,427 | 792 | 381 | 76 | 500 | 500 |
| Workers Comp - 1996/97 | 58,096 | 61,947 | 66,619 | 95 | 70,000 | 70,000 |
| Workers Comp - 1998/99 | - | 1,901 | - | - | - | - |
| Workers Comp - 1999/00 | 71,879 | 92,526 | 78,657 | 83 | 95,000 | 95,000 |
| Workers Comp - 2000/01 | 53,702 | 43,717 | 100 | - | 125,000 | 55,000 |
| Workers Comp - 2001/02 | 66,161 | 244,565 | 69,048 | 86 | 80,000 | 150,500 |
| Workers Comp - 2002/03 | 43,795 | 48,353 | 8,054 | 20 | 40,000 | 69,000 |
| Workers Comp - 2003/04 | 22,946 | 4,048 | 483 | 5 | 10,000 | 2,500 |
| Workers Comp - 2004/05 | 215,577 | 12,921 | - | - | 5,000 | 3,500 |
| Workers Comp - 2005/06 | 206,504 | 536,155 | 44,696 | 37 | 120,000 | 75,000 |
| Workers Comp - IBNR | 1,160 | 3,705 | 1,905 | 48 | 4,000 | 4,000 |

**INSURANCE SERVICES TRUST
EXPENDITURES BY OBJECT**

| RISK MANAGEMENT | 2007-08 | | | | | |
|-------------------------------------|-------------------------|-------------------------|--------------------------|------------------|-------------------------|-------------------------|
| | 2005-06 | 2006-07 | Y-T-D | 2007-08 | 2007-08 | 2008-09 |
| | Actual | Actual | Actual (Thru 3/31/08) | Y-T-D %age | Original Budget | Adopted Budget |
| <u>Account Description</u> | | | | | | |
| COBRA - Health Insurance | 20,334 | 41,271 | 12,896 | 17 | 75,000 | 45,000 |
| Health Care Admin Fee | 634,138 | 654,393 | 337,590 | 52 | 644,600 | 511,258 |
| Health Insurance - Empl Claims | 1,479,673 | 1,580,242 | 725,650 | 37 | 1,937,200 | 1,950,000 |
| Health Insurance - Dependent Claims | 1,064,199 | 1,828,216 | 1,411,228 | 81 | 1,737,400 | 1,738,000 |
| Prescription Drug Refunds | - | (14,345) | 405 | - | - | - |
| Dental/Optical Insurance | 227,038 | 136,877 | 89,025 | 48 | 185,000 | 185,000 |
| Life Insurance | 89,341 | 94,583 | 57,392 | 61 | 94,235 | 100,000 |
| Voluntary Life Insurance | 28,957 | 32,990 | 19,784 | 57 | 34,600 | 34,000 |
| Disability Insurance | 77,745 | 86,116 | 51,857 | 65 | 79,500 | 90,500 |
| Disability Insurance - Firefighter | 2,433 | 3,534 | - | - | 3,534 | 3,600 |
| Auto Damage to Others | 26,897 | 42,305 | 5,133 | 26 | 20,000 | 20,000 |
| Physical Property Damage | 723 | 19,183 | 14,351 | 144 | 10,000 | 10,000 |
| Public Official Liability | 50,923 | 42,015 | - | - | 39,758 | 42,000 |
| Paramedic Professional Liability | 6,489 | 6,007 | - | - | 6,040 | 6,350 |
| Property and Flood Insurance | 357,917 | 540,853 | - | - | 377,844 | 400,000 |
| Excess Property Insurance | 183,714 | 248,980 | (1,130) | - | 255,850 | 275,000 |
| General Liability Claims | 1,150,210 | 1,512 | 69,332 | 139 | 50,000 | 50,000 |
| Public Entity Insurance | 113,888 | 110,043 | - | - | 114,130 | 120,000 |
| SIR Bodily Injury | 135,000 | 42,085 | 65,000 | 65 | 100,000 | 100,000 |
| SIR Personal Injury | - | - | - | - | 100,000 | 100,000 |
| State Unemployment | 15,312 | 8,100 | 3,396 | 23 | 15,000 | 15,000 |
| Workers Comp - 2006/07 | 13 | 299,079 | 108,617 | 57 | 190,000 | 120,000 |
| Workers Comp - 2007/08 | - | - | 53,068 | 53 | 100,000 | 120,000 |
| Workers Comp - 2008/09 | - | - | - | - | - | 175,000 |
| Cafeteria Insurance Ded | 172 | 1,691 | 99 | - | - | - |
| Boiler and Machinery Insurance | 11,055 | 9,559 | - | - | 8,266 | 9,000 |
| Windstorm Insurance | 58,743 | 32,636 | - | - | 32,606 | 41,565 |
| Excess Risk/Stop Loss - Health | 461,208 | 531,083 | 325,717 | 143 | 227,444 | 551,532 |
| Commercial Crime Insurance | 3,907 | 4,107 | - | - | 4,947 | 5,200 |
| Other Insurance | 186,346 | 161,333 | 4,481 | 26 | 17,500 | 17,500 |
| <i>Insurance</i> | <u>7,238,449</u> | <u>7,764,343</u> | <u>3,682,087</u> | <u>51</u> | <u>7,171,454</u> | <u>7,458,005</u> |
| Auto Body Repair | - | 7,871 | (1,028) | - | - | - |
| <i>Vehicle Operating Expense</i> | - | <u>7,871</u> | <u>(1,028)</u> | - | - | - |
| Travel and Training | 2,448 | 643 | - | - | 4,000 | 4,000 |
| Safety Program | - | 7,743 | - | - | - | - |
| Dues & Memberships | 2,026 | 2,483 | 2,253 | 90 | 2,500 | 2,500 |
| Contingency | - | - | - | - | - | 50,000 |
| <i>Other Operating Expenditures</i> | <u>4,474</u> | <u>10,869</u> | <u>2,253</u> | <u>35</u> | <u>6,500</u> | <u>56,500</u> |
| Automotive Equipment | - | 21,558 | - | - | - | - |
| <i>Capital Outlay</i> | - | <u>21,558</u> | - | - | - | - |
| Total Risk Management | <u>9,054,234</u> | <u>9,600,381</u> | <u>4,039,888</u> | <u>51</u> | <u>7,867,414</u> | <u>8,268,360</u> |
| TOTAL INSURANCE SERVICES | | | | | | |
| TRUST FUND | <u>9,054,234</u> | <u>9,600,381</u> | <u>4,039,888</u> | <u>51</u> | <u>7,867,414</u> | <u>8,268,360</u> |

Retirees Division

DEPARTMENT DESCRIPTION

The Retirees Division is responsible for administration of post-employment benefits other than pension benefits, i.e., health care and life insurance benefits, for retirees and their dependents/beneficiaries.

EXPENDITURE SUMMARY

| | Actual <u>05/06</u> | Actual <u>06/07</u> | Budget <u>07/08</u> | Budget <u>08/09</u> |
|------------------------|------------------------|------------------------|------------------------|------------------------|
| Operating expenditures | (395,659) | (689,534) | 1,172,660 | 1,579,710 |
| Capital outlay | - | - | - | - |
| Total | <u>\$ (395,659)</u> | <u>\$ (689,534)</u> | <u>\$ 1,172,660</u> | <u>\$ 1,579,710</u> |

**INSURANCE SERVICES TRUST
EXPENDITURES BY OBJECT**

| RETIREES INSURANCE | 2007-08 | | | | | |
|-------------------------------------|-------------------------|-------------------------|-------------------------|-------------------|-------------------------|-------------------------|
| | 2005-06 | 2006-07 | Y-T-D | 2007-08 | 2007-08 | 2008-09 |
| <u>Account Description</u> | <u>Actual</u> | <u>Actual</u> | <u>Actual</u> | <u>Y-T-D</u> | <u>Original</u> | <u>Adopted</u> |
| | | | <u>(Thru 3/31/08)</u> | <u>%age</u> | <u>Budget</u> | <u>Budget</u> |
| BSO Retirees Health Insurance | 45,019 | 60,334 | 34,739 | 74 | 46,700 | 80,000 |
| Retired Empl - Health Insurance | 729,892 | 760,506 | 320,648 | 43 | 750,000 | 938,000 |
| Health Care Admin Fee | - | - | - | - | - | 108,742 |
| Retired Empl - Dental/Optical | 46,657 | 24,933 | 14,354 | 36 | 40,000 | 40,000 |
| Excess Risk/Stop Loss - Health | - | - | - | - | - | 108,468 |
| Retired Empl - Life Insurance | 4,233 | 4,386 | 2,817 | 65 | 4,360 | 4,500 |
| <i>Retirees Insurance</i> | <u>825,801</u> | <u>850,159</u> | <u>372,558</u> | <u>218</u> | <u>841,060</u> | <u>1,279,710</u> |
| Contingency | <u>(1,221,460)</u> | <u>(1,539,693)</u> | - | - | 331,600 | 300,000 |
| <i>Other Operating Expenditures</i> | <u>(1,221,460)</u> | <u>(1,539,693)</u> | - | - | 331,600 | 300,000 |
| Total Retirees Insurance | <u>(395,659)</u> | <u>(689,534)</u> | <u>372,558</u> | <u>218</u> | <u>1,172,660</u> | <u>1,579,710</u> |
| TOTAL INSURANCE SERVICES | | | | | | |
| TRUST FUND | <u>8,658,575</u> | <u>8,910,847</u> | <u>4,412,446</u> | <u>49</u> | <u>9,040,074</u> | <u>9,848,070</u> |

Debt Service Summary

The City of Deerfield Beach utilizes debt to pay for essential capital expenditures. These non-recurring expenditures are of a magnitude which would have a tremendous impact if they were included in the operating budget. Debt financing distributes the costs of improvements to the project's users over its lifetime. The pay-as-you-go method of financing is employed for capital expenditures which are appropriately incorporated into the current budget.

The goal of the City of Deerfield Beach's debt policy is to maintain the ability to provide quality municipal services in a cost-efficient manner. The City uses the following guidelines before incurring any additional long term debt:

- ◆ Borrowing is only considered for essential non-recurring capital expenditures.
- ◆ The length of financing of the improvement will not exceed its useful life.
- ◆ Efforts shall be made to maintain or improve the City's bond rating.

Outstanding Bonds and Notes

The following City of Deerfield Beach bond issues are currently outstanding:

GENERAL OBLIGATION BONDS

The City of Deerfield Beach currently has five separate issues of general obligation bonds outstanding which are secured by the full faith and credit of the City. The City must levy a tax on all taxable property each year to cover the debt service on these issues, which are more fully described as follows:

General Obligation Bonds 2000A/2000B - This bond issue is being used for a variety of City improvements, namely: to construct a new public safety/public works facility, to design and implement a multitude of park and recreational improvements, to enhance City right-of-ways and to expand the Northeast Focal Point Thrift Shop.

General Obligation Bonds 2003A – Proceeds of this bond issue were used to refund two series of previously issued general obligation bonds, namely Series 1993 and Series 1995.

General Obligation Bonds 2003B – Proceeds of this bond issue will be used to finance the acquisition and construction of a public works facility, a fire station, neighborhood right-of-way improvements, and improvements to park and recreational facilities.

COVENANT BONDS

Florida Municipal Loan Council Covenant Bond, Series 2003A/2003B – Proceeds of these bond issues are to be used to finance streetscape improvements in the community redevelopment area. The City is required to appropriate non-ad valorem revenues to satisfy the annual debt service on this bond.

Florida Municipal Loan Council Covenant Bonds, Series 2006 – Proceeds of this bond issue are to be used to finance the construction of a public works facility as well as a mitigation operations center. The annual debt service for this bond issue is payable from and secured by a pledge of the City's electric franchise fees.

Outstanding Bonds and Notes (continued)

NOTES PAYABLE

The City also has several outstanding loans with the State of Florida Department of Environmental Protection. These loans were obtained to provide funding for the construction of water and wastewater facilities. The purpose of each loan follows:

| <u>Loan Title (Project Description)</u> | <u>Outstanding Loan Amount</u> |
|---|------------------------------------|
| Drinking Water Revolving Loan (West Water Treatment Plant) | \$ 14,963,703 |
| Water Pollution Control Financing Corp. Loan (Deep Injection Well) | 7,002,609 |
| Water Pollution Control Financing Corp. (Concentrate Pumping Station) | 1,574,037 |
| | <u>\$ 23,540,349</u> |

Summary of Funding Sources/Expenditures by Function

| <u>Funding Source</u> | <u>Actual FY06/07</u> | <u>Estimated FY07/08</u> | <u>Budgeted FY08/09</u> |
|-------------------------------------|---------------------------|------------------------------|-----------------------------|
| General property taxes | \$ 2,683,965 | \$ 2,693,968 | \$ 2,688,559 |
| Incremental property taxes | 684,548 | 683,395 | 681,317 |
| Franchise taxes | 60,762 | 402,382 | 407,268 |
| Water and sewer revenue | <u>1,463,845</u> | <u>1,926,650</u> | <u>1,926,650</u> |
| Total funding sources | <u>\$ 4,893,120</u> | <u>\$ 5,706,395</u> | <u>\$ 5,703,794</u> |
| <u>Expenditures by Function</u> | | | |
| Principal | \$ 2,590,997 | \$ 3,047,685 | \$ 3,089,284 |
| Interest | 2,262,867 | 2,605,193 | 2,562,106 |
| Fiscal agent charges | 39,256 | 53,517 | 52,404 |
| Total expenditures by function | <u>\$ 4,893,120</u> | <u>\$ 5,706,395</u> | <u>\$ 5,703,794</u> |

Outstanding Bonds and Notes Payable

| <u>Description</u> | <u>Interest Rates</u> | <u>Principal Amount</u> |
|---|-----------------------|-----------------------------|
| General Obligation Bonds: | | |
| Series 2000A | 4.60 to 6.08% | \$ 7,663,227 |
| Series 2000B | 4.25 to 5.85% | 2,705,184 |
| Series 2003A | 2.00 to 5.25% | 3,370,000 |
| Series 2003B | 1.32 to 4.77% | <u>14,275,000</u> |
| Total General Obligation Bonds | | <u>28,013,411</u> |
| Covenant Bonds: | | |
| Series 2003A (Tax incremental funds - CRA) | 2.00 to 5.25% | 6,285,000 |
| Series 2003B (Tax incremental funds - CRA) | 1.32 to 4.77% | 2,225,000 |
| Series 2006 (Electric Franchise Fees) | 4.00 to 4.50% | <u>5,725,000</u> |
| Total Covenant Bonds | | <u>14,235,000</u> |
| State of Florida Drinking Water Revolving Loans | 2.21 to 3.57% | <u>23,540,349</u> |
| Total bonds and notes payable | | <u>\$65,788,760</u> |

Legal Debt Margin

Neither the Florida statutes nor the current ordinances of the City of Deerfield Beach specify a legal debt margin.

Debt Service Requirements to Maturity

| Fiscal Year | General Obligation Bonds | | | Covenant Bonds | | |
|--------------|--------------------------|----------------------|----------------------|----------------------|---------------------|----------------------|
| | Principal | Interest | Total | Principal | Interest | Total |
| 2009 | \$ 1,405,212 | \$ 1,248,946 | \$ 2,654,158 | \$ 405,000 | \$ 665,584 | \$ 1,070,584 |
| 2010 | 1,398,530 | 1,255,072 | 2,653,602 | 425,000 | 652,092 | 1,077,092 |
| 2011 | 1,412,235 | 1,244,334 | 2,656,569 | 440,000 | 633,862 | 1,073,862 |
| 2012 | 1,427,497 | 1,229,447 | 2,656,944 | 460,000 | 614,740 | 1,074,740 |
| 2013 | 1,436,568 | 1,216,875 | 2,653,443 | 480,000 | 594,469 | 1,074,469 |
| 2014 | 1,226,262 | 1,477,400 | 2,703,662 | 500,000 | 571,794 | 1,071,794 |
| 2015 | 1,183,414 | 1,470,736 | 2,654,150 | 530,000 | 545,863 | 1,075,863 |
| 2016 | 1,168,401 | 1,487,674 | 2,656,075 | 550,000 | 518,513 | 1,068,513 |
| 2017 | 1,062,169 | 1,594,537 | 2,656,706 | 580,000 | 490,007 | 1,070,007 |
| 2018 | 1,054,936 | 1,599,109 | 2,654,045 | 610,000 | 459,950 | 1,069,950 |
| 2019 | 1,054,238 | 1,599,755 | 2,653,993 | 640,000 | 428,344 | 1,068,344 |
| 2020 | 1,056,610 | 1,599,915 | 2,656,525 | 670,000 | 397,488 | 1,067,488 |
| 2021 | 1,057,061 | 1,598,433 | 2,655,494 | 705,000 | 365,019 | 1,070,019 |
| 2022 | 1,060,902 | 1,592,723 | 2,653,625 | 735,000 | 331,831 | 1,066,831 |
| 2023 | 1,071,232 | 1,583,868 | 2,655,100 | 780,000 | 297,106 | 1,077,106 |
| 2024 | 1,082,961 | 1,571,855 | 2,654,816 | 810,000 | 262,289 | 1,072,289 |
| 2025 | 1,113,285 | 1,540,696 | 2,653,981 | 845,000 | 226,131 | 1,071,131 |
| 2026 | 1,540,182 | 1,117,786 | 2,657,968 | 890,000 | 188,288 | 1,078,288 |
| 2027 | 1,146,716 | 1,508,230 | 2,654,946 | 930,000 | 146,375 | 1,076,375 |
| 2028 | 2,465,000 | 192,344 | 2,657,344 | 975,000 | 101,375 | 1,076,375 |
| 2029 | 2,590,000 | 64,750 | 2,654,750 | 520,000 | 54,075 | 574,075 |
| 2030 | - | - | - | 370,000 | 33,975 | 403,975 |
| 2031 | - | - | - | 385,000 | 17,325 | 402,325 |
| Total | \$ 28,013,411 | \$ 27,794,485 | \$ 55,807,896 | \$ 14,235,000 | \$ 8,596,495 | \$ 22,831,495 |

Debt Service Requirements to Maturity (cont'd)

| Fiscal Year | Notes Payable | | |
|-------------|----------------------|---------------------|----------------------|
| | Principal | Interest | Total |
| 2009 | \$ 1,279,072 | \$ 647,576 | \$ 1,926,648 |
| 2010 | 1,315,851 | 610,798 | 1,926,649 |
| 2011 | 1,353,712 | 572,936 | 1,926,648 |
| 2012 | 1,392,685 | 533,963 | 1,926,648 |
| 2013 | 1,432,804 | 493,844 | 1,926,648 |
| 2014 | 1,474,104 | 452,544 | 1,926,648 |
| 2015 | 1,516,620 | 410,028 | 1,926,648 |
| 2016 | 1,560,388 | 366,260 | 1,926,648 |
| 2017 | 1,605,445 | 321,203 | 1,926,648 |
| 2018 | 1,651,832 | 274,816 | 1,926,648 |
| 2019 | 1,699,586 | 227,062 | 1,926,648 |
| 2020 | 1,748,749 | 177,899 | 1,926,648 |
| 2021 | 1,799,364 | 127,284 | 1,926,648 |
| 2022 | 1,168,328 | 75,173 | 1,243,501 |
| 2023 | 506,734 | 53,620 | 560,354 |
| 2024 | 518,054 | 42,300 | 560,354 |
| 2025 | 529,627 | 30,727 | 560,354 |
| 2026 | 541,459 | 18,895 | 560,354 |
| 2027 | 445,935 | 7,405 | 453,340 |
| Total | <u>\$ 23,540,349</u> | <u>\$ 5,444,333</u> | <u>\$ 28,984,682</u> |

Current Year Principal and Interest Requirements

| Description | Principal | Interest | Total |
|--|---------------------|---------------------|---------------------|
| 2000A GOB | \$ 520,212 | \$ 319,788 | \$ 840,000 |
| 2000B GOB | 20,000 | 90,243 | 110,243 |
| 2003A GOB | 465,000 | 162,675 | 627,675 |
| 2003B GOB | 400,000 | 676,240 | 1,076,240 |
| Covenant Bond 2003A | 190,000 | 310,000 | 500,000 |
| Covenant Bond 2003B | 65,000 | 105,316 | 170,316 |
| Covenant Bond 2006 | 150,000 | 250,268 | 400,268 |
| Wtr Pollution Control Financing Corp. (WW693030) | 71,688 | 35,326 | 107,014 |
| Wtr Pollution Control Financing Corp. (WW69302L) | 300,232 | 153,108 | 453,340 |
| Drinking Wtr Revolving Loan | 907,152 | 459,142 | 1,366,294 |
| Total | <u>\$ 3,089,284</u> | <u>\$ 2,562,106</u> | <u>\$ 5,651,390</u> |

The City’s four general obligation bond issues are payable from ad valorem taxes. As a result, a portion of the assessed millage rate is allocated for debt service. In fiscal 2009 this amount is 0.3928 mills, which represents 3.3% of the total General Fund budget. Bond covenants require the funding for these issues to be from ad valorem tax proceeds. The covenant bonds are secured by sources other than ad valorem taxes, so too are the State revolving loans (‘Drinking Water and Water Pollution Control’), which are payable from the water and sewer system revenues.

Lease Purchase Agreements

The City of Deerfield Beach is currently engaged in seven (8) lease-purchase agreements. The equipment held under these capital leases consists of \$3,526,696 and \$3,255,550 for governmental and business-type activities, respectively. The following chart identifies current and future lease purchase payments required by the City.

| | General Fund | Road and Bridge Fund | Solid Waste Fund | Annual Total |
|---------------|---------------------|----------------------|---------------------|---------------------|
| (Fiscal Year) | | | | |
| 2009 | \$ 649,636 | \$ 70,266 | \$ 628,062 | \$ 1,347,964 |
| 2010 | 364,335 | 65,938 | 494,816 | 925,089 |
| 2011 | 104,014 | 27,330 | 270,929 | 402,273 |
| 2012 | 95,863 | - | 74,694 | 170,557 |
| 2013 | 55,110 | - | - | 55,110 |
| 2014 | 4,593 | - | - | 4,593 |
| Fund Total | <u>\$ 1,273,551</u> | <u>\$ 163,534</u> | <u>\$ 1,468,501</u> | <u>\$ 2,905,586</u> |

CITY OF DEERFIELD BEACH CAPITAL IMPROVEMENT PLAN FISCAL YEARS 2009-2013

INTRODUCTION

The Capital Improvement Plan (CIP) for the City of Deerfield Beach is a five-year financial plan that addresses the necessary funding for the acquisition, construction, and rehabilitation of the City's equipment/fleet, facilities, and infrastructure. As such, the CIP represents a schedule and an estimate of both current and future capital needs, as well as the associated costs and supporting revenues. The CIP is produced as its own document; however, since all CIP projects have the potential to significantly impact the annual operating budget, the annual operating budget and the CIP must be created in unison. It is for this reason that both the annual operating budget and the CIP are created as companion documents for the City Commission's review, based upon the following funding policies:

- the City will develop and update a five-year CIP on an annual basis;
- the mission of the organization: to enhance the quality of life within our community through a proactive and effective government, the preservation of health and ensuring the safety of the public by eliminating public hazards;
- continued maintenance, repair of City facilities and elimination of existing deficiencies;
- maximization of City resources, availability of funds and reflection of sound fiscal policies including infrastructure investments; and
- capital improvements to include items/projects that have a life expectancy of over one year and a cost in excess of \$25,000.

CIP OVERVIEW

The City of Deerfield Beach's CIP process begins with City departments submitting their five-year capital project needs along with the department's annual operating budget requests to the Office of the City Manager. Department directors use a capital improvement project request form to help guide themselves through the process. Key components of the request form include the category of capital expenditures and the relationship to the City's goals and objectives. The Office of the City Manager, in conjunction with the Finance Director, then reviews the project requests and produces a 5-year capital improvement plan for review and consideration by the City Commission.

FUNDING SOURCES

The FY 2009 – 2013 capital improvement plan proposes many different sources of funding -- including general property tax revenues, user fees, grant funds as well as bond proceeds -- to provide for the acquisition, construction, and rehabilitation of the City's equipment/fleet, facilities, and infrastructure. However, one of the most common CIP funding mechanisms for the vast majority of Florida municipalities - the utility tax - is absent in the City of Deerfield Beach. Unlike most Florida communities, the City does not levy a utility tax on water, sewer, or electrical consumption. Florida statutes allow communities to levy up to 10% on such services, but the City has chosen not to levy any utility tax, which is a major reason why industries have found Deerfield Beach a great place in which to do business. Further, the five-year outlook for property tax revenues is somewhat unpredictable at this time, as a result of pending amendments to the Florida constitution that, if passed by a majority of the voters, would invariably have a negative impact on the City's ability to fund needed capital improvements in the future. As such, this City truly must do "more with less". Accordingly, this plan includes an annual allocation of property tax revenues to fund projects such as park improvements, public safety improvements, and the maintenance of various other public facilities.

The City's "enterprise" operations, those supported by users of the particular services such as water/sewer and solid waste/recycling services, will continue to finance the most costly projects by pledging charges for services. Additionally, the City's transportation improvements, such as street resurfacing, concrete sidewalk construction program, and the like, will continue to be funded through the State shared revenue of the local option gas tax with any shortfall to be made up through a General Fund transfer. As such, the FY2009 - 2013 capital improvement plan includes 103 projects costing approximately \$123 million to be implemented in phases over the next five years. Potential funding sources have been identified for all listed projects and are as follows:

- ❑ General Fund;
- ❑ Road and Bridge Fund;
- ❑ Utility Operating Fund;
- ❑ Solid Waste Fund;
- ❑ Stormwater Utility Fund;
- ❑ Water/Sewer Renewal & Replacement Fund;
- ❑ Grant Funds;
- ❑ Community Redevelopment Agency Fund;
- ❑ State Revolving Loan Fund;
- ❑ General Obligation Bond Funds

IMPACT OF CAPITAL IMPROVEMENT PLAN ON OPERATING BUDGET

CIP projects can affect the City's Operating Budget by increasing expenditures or revenues; conversely, projects may decrease long term expenditures depending on the plan's intended purpose and strategy. Projects that most likely will increase expenditures are projects that have new infrastructures or require additional staffing for operations and maintenance. However, revenues may increase as a result of higher fees, charges for newer facilities and recreational activities. Revenues generated by proposed usage will, in turn, add to the overall revenues of the City of Deerfield Beach and will aid in providing required and improved levels of public service for a higher quality of life.

CAPITAL PROJECTS

For purposes of the capital improvement plan, projects have been classified under the subsequent seven categories - Utility/Water & Sewer Improvements; Physical Environment Improvements; Transportation Improvements; Public Safety Improvements; Culture & Recreation Improvements; General Government/Human Services Improvements; and Solid Waste Improvements. Highlights of the FY2009-2013 CIP by category include the following:

Utility/Water & Sewer Improvements (\$32,871,370)

Of the \$123 million estimated for CIP funding over the next five years, approximately 26.8% of the costs can be attributed to Utility/Water & Sewer Improvements. The greatest portion of the utility improvements pertains to the expansion of the City's west water treatment plant, in accordance with the City's water facilities plan. The eventual consolidation of the City's east and west water treatment plants is also included as part of the utility improvements. The east water plant, approximately forty years old, will be converted to a booster pump station/storage facility with the addition of pumps and a five million-gallon storage tank. These improvements are necessitated by the revised Federal and State drinking water standards, as well as revised local requirements with respect to storage capabilities and operations under emergency conditions.

Other major projects scheduled for FY2009-2013 include upgrading of water distribution lines and fire hydrant installation, which is a continuation of the City's yearly efforts to upgrade older 2-inch water lines with 6-inch mains and fire hydrants for increased domestic use and improved fire protection. Additional utility improvements involve cleaning and televising the City's gravity wastewater collection system to ascertain pipe crack/leak locations for replacement. As the City contracts with Broward County for wastewater treatment and is billed on the amount of flow that is transferred, this program significantly reduces excessive groundwater flow to the county's plant, thus reducing the City's monthly expenditures. In addition, new facilities for public works may result in increased utility usage hence having an effect on the operating budget.

Physical Environment Improvements (\$5,502,500)

The majority of the physical environment Improvements scheduled in the CIP involve installation of drainage systems throughout various areas of the City that have been prone to severe flooding. There will be a potential for a reduction in day-to-day maintenance once newer equipment is installed, improved customer service and system reliability which in turn should reduce expenditures for the wastewater treatment plant. Physical environment improvements constitute 4.5% of the costs estimated for total FY2009-2013 Capital Improvements.

Transportation Improvements (\$14,505,000)

Transportation improvements make up 11.8% of the costs estimated for total FY2009-2013 capital improvements and include the following:

- The City's street resurfacing program for asphalt streets;
- Streetscape improvements in the City's community redevelopment area;
- Drainage improvements in the City's Community Development Block Grant (CDBG) target area;
- The City's canal maintenance improvements which include dredging the center 30% width of city-maintained canals to improve boater navigation and safety; and
- The City's concrete sidewalk construction program with the purpose to increase pedestrian safety citywide along public walkways.

Public Safety Improvements (\$15,963,398)

Public safety improvements comprise nearly 13.0% of the costs estimated for total FY2009-2013 Capital Improvements. Over 66% of the total Public Safety improvements can be attributed to the planned construction of two new fire stations that will serve the western sections of the community, with total estimated cost of \$10,500,000. The basic mission of the Fire Department is to continually serve the community through fire prevention, emergency operations, patient care and excellent customer service. To cater to the community's growing population the expansion for new construction and the support of present infrastructure will cause an increase in the operating budget, which in turn, will also increase community safety.

Culture and Recreation Improvements (\$46,892,500)

Culture and Recreation is a very important cornerstone of the City of Deerfield Beach. The FY2009-2013 CIP demonstrates the City's on-going commitment to making Deerfield Beach a "great place to live, work, and play!" Highlights of this category include the construction of a new

community center at Pioneer Park, the development of Sullivan Park marina, as well as acquisition of vacant land for construction of parks in the western sections of the community. Cost of ongoing maintenance for landscaping of parks will increase; however, this cost is only applicable when land is developed as a park. The new community center will require additional staffing; supplies and utility usage will increase.

General Government/Human Services Improvements (\$1,662,300)

The City of Deerfield Beach is one of the few South Florida municipalities that actively finance a senior services program. The City's Senior Services Department provides quality senior center services, Alzheimer's care, as well as, an Intergenerational child care program. As such, the FY2009-2013 CIP provides for the expansion of the NE Focal Point (Senior Services) campus, in addition to the regularly scheduled replacement of the department's fleet. It is projected that this expansion will double the fees of the childcare facility, while increasing expenditures by only 40%. The thrift shop sales are likewise expected to increase by over 51%, while expenditures will increase by only 28%.

Other general government improvements include bathroom upgrades to the Senior Services campus, so as to be in compliance with the Americans with Disabilities Act.

Solid Waste Improvements (\$5,048,200)

The City of Deerfield Beach prides itself on providing quality, low cost solid waste and disposal services. The FY2009-2013 CIP includes the regularly scheduled replacement of the department's fleet, which funding is provided from charges for services that are accounted for in the City's Solid Waste Fund. Regular replacement of the department's fleet will invariably reduce the City's ongoing maintenance costs for those vehicles that have reached their estimated useful lives.

**CITY OF DEERFIELD BEACH
CAPITAL IMPROVEMENT PROGRAM
PROJECT LISTING
FISCAL YEARS 2009 - 2013**

| <u>PROJECT NUMBER</u> | <u>PROJECT DESCRIPTION</u> | <u>COST</u> | <u>FISCAL YEAR</u> | <u>RECOMMENDED FUNDING SOURCE</u> |
|------------------------------------|--|--------------|--------------------|-----------------------------------|
| <u>UTILITY IMPROVEMENTS</u> | | | | |
| WS001 | Wellfield Improvements - New Raw Water Wells & Transmission Mains | \$ 2,000,000 | 2009 | 9 |
| | | 1,400,000 | 2010 | 9 |
| WS002 | East Water Treatment Plant - Phases I & II - Conversion to Pump Station | 300,000 | 2010 | 8 |
| | | 4,000,000 | 2011 | 8 |
| WS003 | West Water Treatment Plant Expansion | 6,000,000 | 2009 | 9 |
| | | 1,000,000 | 2010 | 9 |
| WS004 | Membrane Plant element replacements | 1,500,000 | 2010 | 6 |
| WS005 | Upgrading of Water Distribution Lines & Fire Hydrant Installation | 100,000 | 2009 | 6 |
| | | 100,000 | 2010 | 6 |
| | | 100,000 | 2011 | 6 |
| | | 100,000 | 2012 | 6 |
| | | 100,000 | 2013 | 6 |
| WS006 | Repair & Replacement of Wastewater Pump Stations & Controls | 1,360,000 | 2009 | 4 |
| | | 1,300,000 | 2010 | 4 |
| | | 1,300,000 | 2011 | 4 |
| | | 100,000 | 2012 | 4 |
| | | 100,000 | 2013 | 4 |
| WS007 | Leak Repairs to Sanitary Sewer System; Replacement/Slip-Lining Gravity Sewer Mains; Manholes | 1,500,000 | 2009 | 6 |
| | | 1,000,000 | 2010 | 6 |
| | | 1,000,000 | 2011 | 6 |
| | | 1,000,000 | 2012 | 6 |
| | | 1,000,000 | 2013 | 6 |
| WS008 | Floridian Well | 2,000,000 | 2009 | 9 |
| WS009 | Membrane coating - Environmental Svcs Bldg/roof | 50,000 | 2010 | 4 |
| <u>Equipment/Fleet:</u> | | | | |
| <i><u>Water Plant Division</u></i> | | | | |
| | Replacement Pumps | 33,770 | 2009 | 4 |
| | Replacement Vertical Turbine Pumps | 60,000 | 2009 | 4 |
| | Replacement Pick-up truck No. 729 | 28,000 | 2010 | 4 |
| | Utility Vehicle | 30,000 | 2011 | 4 |
| | Tractor | 129,000 | 2012 | 4 |
| | Replace Loader No. 739 | 105,000 | 2011 | 4 |
| | Dump Truck (15-yd) | 165,000 | 2010 | 4 |
| | Front-end Loader | 161,000 | 2010 | 4 |

**CITY OF DEERFIELD BEACH
CAPITAL IMPROVEMENT PROGRAM
PROJECT LISTING
FISCAL YEARS 2009 - 2013**

| <u>PROJECT NUMBER</u> | <u>PROJECT DESCRIPTION</u> | <u>COST</u> | <u>FISCAL YEAR</u> | <u>RECOMMENDED FUNDING SOURCE</u> |
|---|--|-------------------|------------------------|---|
| <u>Equipment/Fleet (Cont'd):</u> | | | | |
| <i>Utilities Maintenance Division</i> | | | | |
| | Pumps, meters and valves | 432,600 | 2009 | 4 |
| | | 300,000 | 2010 | 4 |
| | | 300,000 | 2011 | 4 |
| | | 300,000 | 2012 | 4 |
| | Lift Station Rehabilitation | 460,000 | 2009 | 4 |
| | Sewer Main line Rehab | 700,000 | 2009 | 4 |
| | Lateral Restoration | 200,000 | 2009 | 4 |
| | Utility Service Trucks (3) | 150,000 | 2010 | 4 |
| | Utility Vehicle | 47,000 | 2010 | 4 |
| | Boom Truck | 150,000 | 2009 | 4 |
| | Replace back hoe - 410 | 85,000 | 2009 | 4 |
| | Lift Station RTU System | 70,000 | 2009 | 4 |
| | | 75,000 | 2010 | 4 |
| | | 75,000 | 2011 | 4 |
| | | 75,000 | 2012 | 4 |
| | | 75,000 | 2013 | 4 |
| | Pumps for Lifts | 140,000 | 2009 | 4 |
| | Pick- up truck / Engineering (to replace 560) | 30,000 | 2010 | 4 |
| | Replace Dump Truck No. 654 | <u>85,000</u> | 2012 | 4 |
| | TOTAL UTILITY IMPROVEMENTS | <u>32,871,370</u> | | |
| <u>PHYSICAL ENVIRONMENT IMPROVEMENTS</u> | | | | |
| DR001 | Miscellaneous Drainage Projects | 350,000 | 2010 | 5 |
| | | 150,000 | 2011 | 5 |
| | | 150,000 | 2012 | 5 |
| | | 150,000 | 2013 | 5 |
| DR002 | Land Acquisition - Flood control/green space areas | 200,000 | 2012 | 5 |
| | | 200,000 | 2013 | 5 |
| DR003 | 8th Avenue Flood Control project | 1,900,000 | 2010 | 5 |
| DR004 | Reconfiguration & Resurfacing of NEFP parking lot | 230,000 | 2009 | 7 |
| DR005 | City-wide Monumentation of Horizontal & Vertical control for (| 300,000 | 2012 | 9 |
| DR006 | Seawall Repair/Replacement | 50,000 | 2010 | 1 |
| | | 50,000 | 2011 | 1 |
| | | 50,000 | 2012 | 1 |
| | | 50,000 | 2013 | 1 |

**CITY OF DEERFIELD BEACH
CAPITAL IMPROVEMENT PROGRAM
PROJECT LISTING
FISCAL YEARS 2009 - 2013**

| <u>PROJECT NUMBER</u> | <u>PROJECT DESCRIPTION</u> | <u>COST</u> | <u>FISCAL YEAR</u> | <u>RECOMMENDED FUNDING SOURCE</u> |
|---|--|------------------|------------------------|---|
| <u>PHYSICAL ENVIRONMENT IMPROVEMENTS (Cont'd):</u> | | | | |
| DR007 | Chemical Storage Building | 180,000 | 2010 | 1 |
| DR008 | Focal Point replace kitchen cabinets | 50,000 | 2010 | 1 |
| DR009 | Focal Point renovate bathrooms | 100,000 | 2009 | 1 |
| DR010 | City Hall replace flooring and cast iron piping | 35,000 | 2009 | 1 |
| DR011 | City Hall waterproof and paint exterior | 100,000 | 2010 | 1 |
| DR012 | City Hall replace electrical service gear | 40,000 | 2010 | 1 |
| DR013 | City Hall replace parking lot lighting | 125,000 | 2010 | 1 |
| DR014 | City Hall repave parking lot | 40,000 | 2010 | 1 |
| DR015 | Main Beach Parking Lot replace light poles | 60,000 80,000 | 2009 2010 | 1 1 |
| DR016 | Main Beach Parking Lot replace wood decking | 67,500 | 2010 | 1 |
| DR017 | Public Works Facility install cement slab | 100,000 | 2010 | 1 |
| DR018 | Old Public Works Facility repave parking lot | 70,000 | 2010 | 1 |
| DR019 | Public Works Facility addition of three fuelmaster | 70,000 | 2009 | 1 |
| DR020 | Public Works Facility installation of awnings | 50,000 | 2010 | 1 |
| <u>Equipment/Fleet:</u> | | | | |
| | Replace pick-up truck No. 8808(1-ton) | 32,000 | 2011 | 1 |
| | Replace Dump Truck No. 834 (8-yd) | 95,000 | 2012 | 1 |
| | Replace Tractor No. 823 | 75,000 | 2009 | 1 |
| | Replace Tractor No. 628 | 75,000 | 2010 | 1 |
| | Replace 55' Truck No. 8814 | 120,000 | 2010 | 1 |
| | Compact Track Loader | 57,000 | 2009 | 1 |
| | Sprayers | 25,000 | 2010 | 1 |
| | Replace Pick-up Truck No. 903 | <u>26,000</u> | 2010 | 1 |
| | TOTAL PHYSICAL ENVIRONMENT | <u>5,502,500</u> | | |

**CITY OF DEERFIELD BEACH
CAPITAL IMPROVEMENT PROGRAM
PROJECT LISTING
FISCAL YEARS 2009 - 2013**

| <u>PROJECT NUMBER</u> | <u>PROJECT DESCRIPTION</u> | <u>COST</u> | <u>FISCAL YEAR</u> | <u>RECOMMENDED FUNDING SOURCE</u> |
|---|---|-------------|--------------------|-----------------------------------|
| <u>TRANSPORTATION IMPROVEMENTS</u> | | | | |
| TR001 | Traffic Calming Projects | 50,000 | 2010 | 1 |
| | | 50,000 | 2011 | 1 |
| | | 50,000 | 2012 | 1 |
| | | 50,000 | 2013 | 1 |
| TR002 | Traffic Calming NW 3rd Ave at NW 3rd Ct. (CDBG) | 350,000 | 2010 | 7 |
| TR003 | Installation of Median/Drainage on MLK - Phase II | 200,000 | 2010 | 7 |
| TR004 | Street Resurfacing Program | 250,000 | 2009 | 2 |
| | | 400,000 | 2010 | 2 |
| | | 400,000 | 2011 | 2 |
| | | 400,000 | 2012 | 2 |
| | | 400,000 | 2013 | 2 |
| TR005 | Dredging of City Owned & Maintained Canals & Waterways | 50,000 | 2010 | 1 |
| | | 50,000 | 2011 | 1 |
| | | 50,000 | 2012 | 1 |
| | | 50,000 | 2013 | 1 |
| TR006 | Concrete Sidewalk Construction Program | 50,000 | 2009 | 2 |
| | | 50,000 | 2010 | 2 |
| | | 50,000 | 2011 | 2 |
| | | 50,000 | 2012 | 2 |
| | | 50,000 | 2013 | 2 |
| TR007 | Rehabilitation of City bridges | 50,000 | 2010 | 2 |
| | | 50,000 | 2011 | 2 |
| | | 50,000 | 2012 | 2 |
| | | 50,000 | 2013 | 2 |
| TR008 | Hillsboro Blvd. Streetscape Improvements | 3,000,000 | 2009 | 9 |
| | | 1,750,000 | 2010 | 9 |
| | | 1,750,000 | 2011 | 9 |
| TR009 | S-Curve Improvements - Phase II | 550,000 | 2009 | 10 |
| TR010 | North Boardwalk Extension Project | 120,000 | 2010 | 10 |
| TR011 | Infrastructure improvements -MLK Ave Phase II- SW 2nd St to SW 4th St. | 200,000 | 2010 | 7 |
| TR012 | Median beautification/landscape enhancements | 65,000 | 2010 | 1 |
| | | 90,000 | 2011 | 1 |
| TR013 | Roadway improvements - Hillsboro Blvd at Goolsby Rd. | 350,000 | 2010 | 7 |
| TR014 | Traffic signal improvements - Hillsboro Blvd at Century Blvd | 325,000 | 2010 | 7 |
| TR015 | SW 11th Way - Four-lane improvement project/Phase I SW 11th Way - Four-lane improvement project/Phase II | 350,000 | 2011 | 2 |
| | | 1,000,000 | 2012 | 2 |
| | | 1,450,000 | 2013 | 2 |
| TR016 | Intersection Improvements - Goolsby & Hillsboro Blvd | 75,000 | 2010 | 2 |

**CITY OF DEERFIELD BEACH
CAPITAL IMPROVEMENT PROGRAM
PROJECT LISTING
FISCAL YEARS 2009 - 2013**

| <u>PROJECT NUMBER</u> | <u>PROJECT DESCRIPTION</u> | <u>COST</u> | <u>FISCAL YEAR</u> | <u>RECOMMENDED FUNDING SOURCE</u> |
|--|--|-------------------|------------------------|---|
| <u>Equipment/Fleet:</u> | | | | |
| | Replace pick-up truck No. 617 | 30,000 | 2010 | 2 |
| | Replace Street Sweeper No. 626 | <u>150,000</u> | 2012 | 2 |
| | TOTAL TRANSPORTATION | <u>14,505,000</u> | | |
| <u>PUBLIC SAFETY IMPROVEMENTS</u> | | | | |
| PS001 | New Fire Station No. 66 | 5,250,000 | 2012 | 9 |
| PS002 | New Crystal Lake Fire Station | 5,250,000 | 2013 | 9 |
| <u>Equipment/Fleet:</u> | | | | |
| | Replace Command vehicle No. 1012 | 85,000 | 2009 | 1 |
| | Replace staff vehicle No. 1013 | 38,205 | 2010 | 1 |
| | Security cameras | 56,000 | 2010 | 1 |
| | Replace Cardiac monitors | 196,357 | 2009 | 1 |
| | Mobile and Portable radios | 102,000 | 2010 | 1 |
| | Replace staff vehicle No. 1016 | 35,668 | 2009 | 1 |
| | Traffic pre-empting devices | 180,000 | 2009 | 1 |
| | Back-up bunker gear | 101,250 | 2009 | 1 |
| | Dispatch Consoles (3) | 245,000 | 2010 | 1 |
| | Computer Aided Dispatch | 500,000 | 2010 | 1 |
| | Command vehicle | 97,650 | 2010 | 1 |
| | Ladder truck for Crystal Lake fire station | 1,200,000 | 2010 | 1 |
| | Rescue vehicle - Crystal Lake fire station | 345,000 | 2010 | 1 |
| | Replace staff vehicle No. 1017 | 35,668 | 2010 | 1 |
| | Radio system subscriber replacement | 375,000 | 2011 | 1 |
| | Replacement rescue ambulance No. 1035 | 260,100 | 2009 | 1 |
| | Replace rescue vehicle No. 1030 | 257,000 | 2011 | 1 |
| | Radio System Subscriber | 196,000 | 2012 | 1 |
| | Airpack Replacements | 215,000 | 2012 | 1 |
| | Replace rescue vehicle No. 1032 | 265,000 | 2012 | 1 |

**CITY OF DEERFIELD BEACH
CAPITAL IMPROVEMENT PROGRAM
PROJECT LISTING
FISCAL YEARS 2009 - 2013**

| <u>PROJECT NUMBER</u> | <u>PROJECT DESCRIPTION</u> | <u>COST</u> | <u>FISCAL YEAR</u> | <u>RECOMMENDED FUNDING SOURCE</u> |
|---|---|-------------------|--------------------|-----------------------------------|
| <u>Equipment/Fleet (cont'd):</u> | | | | |
| | Replace vehicle No. 1018 | 60,000 | 2012 | 1 |
| | Replace rescue vehicle No. 1132 | 282,500 | 2012 | 1 |
| | Replace rescue vehicle No. 1034 | 285,000 | 2013 | 1 |
| | Replace vehicle No. 1050 | <u>50,000</u> | 2013 | 1 |
| | TOTAL PUBLIC SAFETY | <u>15,963,398</u> | | |
| <u>CULTURE & RECREATION IMPROVEMENTS</u> | | | | |
| RE001 | Pioneer Park Dock Replacement | 1,250,000 | 2010 | 9 |
| RE002 | Park land Acquisition, beach conservation land, open spaces | 1,000,000 | 2010 | 7 |
| | | 1,000,000 | 2011 | 7 |
| | | 2,000,000 | 2012 | 7 |
| RE003 | Constitution Park Recreation Ctr. - Renovations | 300,000 | 2012 | 9 |
| RE004 | Pioneer Park - New Community Center | 1,000,000 | 2010 | 7 |
| | | 7,000,000 | 2011 | 9 |
| RE005 | Hillsboro Greenway | 800,000 | 2010 | 7 |
| | | 1,200,000 | 2011 | 7 |
| RE006 | Sullivan Park - Improvements | 200,000 | 2012 | 7 |
| | | 400,000 | 2013 | 9 |
| RE007 | Pioneer Park - Concession Stand/Press box | 700,000 | 2012 | 7 |
| RE008 | Southwest Tenth Street Linear Park | 500,000 | 2009 | 7 |
| | | 500,000 | 2010 | 7 |
| RE009 | Linear Park Trailhead Management Plan | 500,000 | 2009 | 7 |
| | | 100,000 | 2009 | 9 |
| RE010 | Crystal Lake Trail/Boardwalk | 600,000 | 2011 | 7 |
| RE011 | Playground Equipment for City Parks | 60,000 | 2009 | 1 |
| | | 60,000 | 2010 | 1 |
| | | 60,000 | 2011 | 1 |
| | | 60,000 | 2012 | 1 |
| | | 60,000 | 2013 | 1 |
| RE012 | Deerfield Beach High School athletic complex | 4,200,000 | 2009 | 7 |
| RE013 | Westside Park Recreation Center Improvements | 3,000,000 | 2013 | 9 |
| RE014 | West Deerfield Beach Community Center | 6,000,000 | 2013 | 9 |
| RE015 | Villages of Hillsboro Park Improvements | 250,000 | 2010 | 7 |

**CITY OF DEERFIELD BEACH
CAPITAL IMPROVEMENT PROGRAM
PROJECT LISTING
FISCAL YEARS 2009 - 2013**

| <u>PROJECT NUMBER</u> | <u>PROJECT DESCRIPTION</u> | <u>COST</u> | <u>FISCAL YEAR</u> | <u>RECOMMENDED FUNDING SOURCE</u> |
|--|---|--------------------------------|----------------------|-----------------------------------|
| <u>CULTURE & RECREATION IMPROV. (Cont'd):</u> | | | | |
| RE016 | Annexed Area Park Improvements | 500,000 | 2012 | 9 |
| RE017 | Mayo Howard Management Plan | 200,000 | 2010 | 9 |
| RE018 | McKeithen Park | 100,000 | 2010 | 7 |
| RE019 | Doggie Park | 500,000 | 2013 | 9 |
| RE020 | Beach Renovations | 50,000 500,000 1,750,000 | 2010 2011 2012 | 1 9 9 |
| RE021 | Constitution Park Land Management | 300,000 | 2011 | 7 |
| RE022 | Cornerstone Park Land Acquisition Management | 300,000 | 2012 | 9 |
| RE023 | SE 15th Street Park | 100,000 | 2009 | 9 |
| RE024 | Crystal Heights SW 10th Drive Park | 300,000 | 2009 | 9 |
| RE025 | Tam O'Shanter Golf Course | 8,000,000 | 2009 | 7 |
| RE026 | Crystal Heights SW 28th Ave. Park | 100,000 | 2009 | 9 |
| RE027 | Crystal Heights SW 24th Terrace Park | 100,000 | 2009 | 9 |
| RE028 | Deer Run SW 31st Ave. Park | 100,000 | 2009 | 9 |
| RE029 | Deer Run SW 34th Ave. Park | 100,000 | 2009 | 9 |
| RE030 | Ecidar Park | 100,000 | 2009 | 9 |
| RE031 | Pier and Bait Shop replace bollard fixtures | 100,000 | 2010 | 1 |
| RE032 | Constitution Park fence installation | 30,000 | 2010 | 1 |
| RE033 | Constitution Park bathroom remodeling | 40,000 | 2009 | 1 |
| RE034 | Pioneer Park replace metal roof on fort riverbend | 30,000 | 2010 | 1 |
| RE035 | Pioneer Park dock repair | 40,000 | 2010 | 1 |
| RE036 | North Beach Pavilion replace roof | 90,000 | 2010 | 1 |
| <u>Equipment/Fleet:</u> | | | | |
| | Utility truck with cab | 35,000 | 2010 | 1 |
| | Mowers (3) | 96,000 | 2010 | 1 |
| | Heavy Duty pick -up truck with crew cab | 47,000 | 2009 | 1 |
| | Pick-up truck with crew cab | 32,000 32,500 | 2009 2010 | 1 1 |

**CITY OF DEERFIELD BEACH
CAPITAL IMPROVEMENT PROGRAM
PROJECT LISTING
FISCAL YEARS 2009 - 2013**

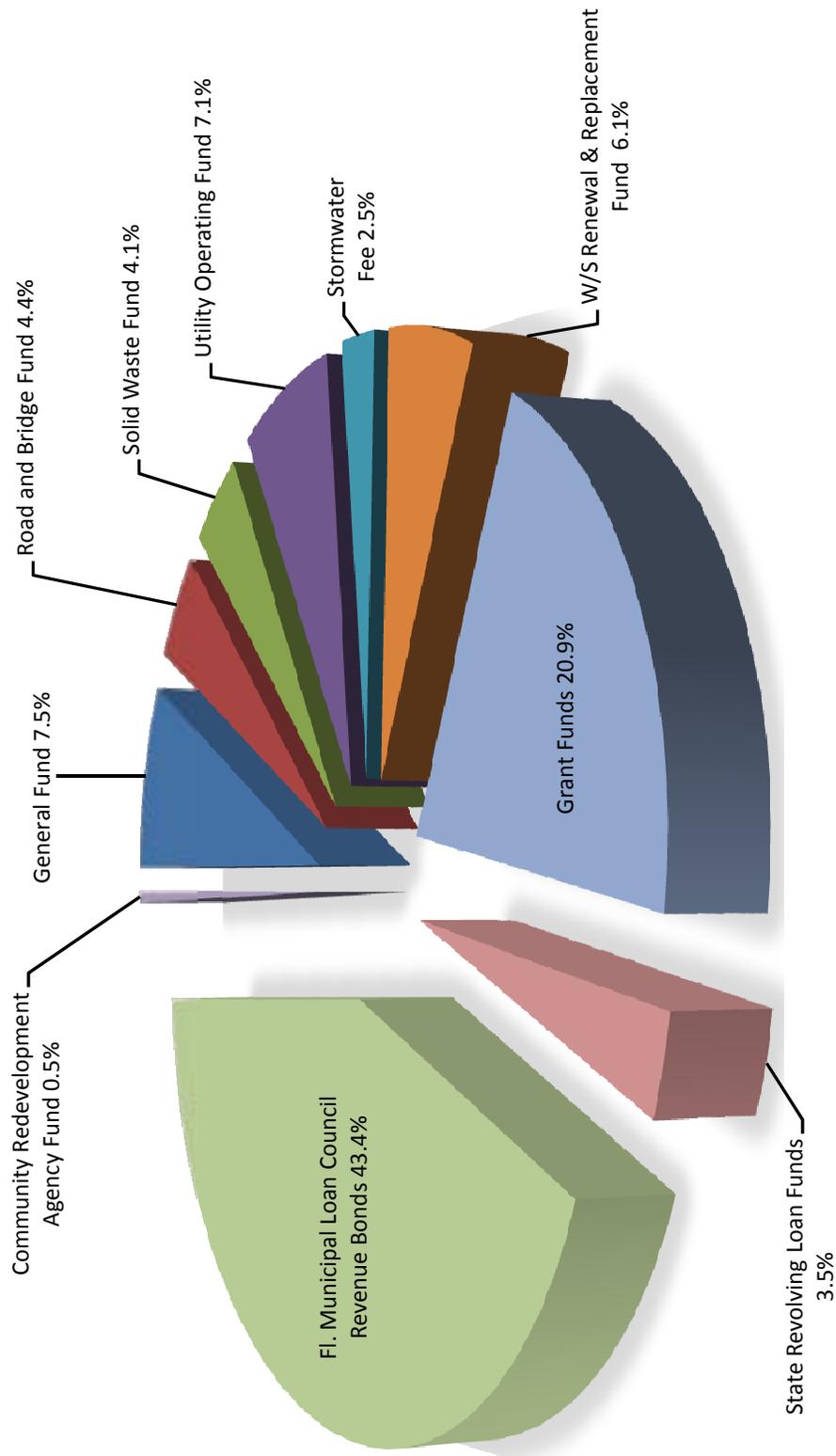
| <u>PROJECT NUMBER</u> | <u>PROJECT DESCRIPTION</u> | <u>COST</u> | <u>FISCAL YEAR</u> | <u>RECOMMENDED FUNDING SOURCE</u> |
|---|---|-------------------|------------------------|---|
| <u>Equipment/Fleet (Cont'd):</u> | | | | |
| | Tractors for beach | 60,000 | 2009 | 1 |
| | | 60,000 | 2010 | 1 |
| | Equipment to maintain Tam O'Shanter | <u>300,000</u> | 2009 | 7 |
| | TOTAL CULTURE & RECREATION | <u>46,892,500</u> | | |
| <u>GENERAL GOVERNMENT/ HUMAN SERVICES IMPROVEMENTS</u> | | | | |
| GEN001 | City Hall Renovation/Building Campus (Facilities) | 175,000 | 2010 | 1 |
| GEN002 | FPL Overhead/Underground Conversion at City Hall | 100,000 | 2009 | 9 |
| GEN003 | NE Focal Point Expansion Phase III | 600,000 | 2010 | 9 |
| GEN004 | NE Focal Point Childcare Facility | 600,000 | 2010 | 7 |
| <u>Equipment/Fleet:</u> | | | | |
| | Replacement pick-up truck - Fleet Maintenance | 37,300 | 2010 | 1 |
| | Generator fuel tank- City Hall | 30,000 | 2010 | 1 |
| | Bus Replacement (2), Nos. 285 & 286 - Senior Services | <u>120,000</u> | 2010 | 7 |
| | TOTAL GEN GOV'T/HUMAN SVCS | <u>1,662,300</u> | | |
| <u>SOLID WASTE/RECYCLING IMPROVEMENTS</u> | | | | |
| <u>Equipment/Fleet:</u> | | | | |
| <u>Solid Waste Division</u> | | | | |
| | Commercial Containers/Dumpsters | 410,200 | 2009 | 3 |
| | | 200,000 | 2010 | 3 |
| | | 200,000 | 2011 | 3 |
| | | 200,000 | 2012 | 3 |
| | | 200,000 | 2013 | 3 |
| | Auto Carts | 72,426 | 2009 | 3 |
| | | 213,574 | 2010 | 3 |
| | Front Packers replace 48 | 245,000 | 2009 | 3 |
| | Replace front-end loader No. 627 | 238,000 | 2009 | 3 |
| | Replace 40 Cu. Yd. compactor truck No. 48 | 238,000 | 2009 | 3 |
| | Replace 40 Cu. Yd. Compactor No. 24 | 160,000 | 2011 | 3 |
| | Replace 40 Cu. Yd. compactor No. 47 | 170,000 | 2009 | 3 |

**CITY OF DEERFIELD BEACH
CAPITAL IMPROVEMENT PROGRAM
PROJECT LISTING
FISCAL YEARS 2009 - 2013**

| <u>PROJECT NUMBER</u> | <u>PROJECT DESCRIPTION</u> | <u>COST</u> | <u>FISCAL YEAR</u> | <u>RECOMMENDED FUNDING SOURCE</u> |
|---|---|------------------------------|--------------------|-----------------------------------|
| <u>Equipment/Fleet (Cont'd):</u> | | | | |
| | Replace lodal EVO compactor No. 74 | 245,000 | 2009 | 3 |
| | Replace lodal EVO compactor No. 72 | 245,000 | 2010 | 3 |
| | Add one curroto can attachment | 40,000 | 2010 | 3 |
| | Truck Wash System and Canopy | 450,000 | 2010 | 3 |
| | Dumpsters | 100,000 | 2009 | 3 |
| | | 100,000 | 2010 | 3 |
| | GPS Truck Routing Software | 50,000 | 2009 | 3 |
| | Replace # 88 Mack Roll-off Truck | 200,000 | 2009 | 3 |
| | Replace #83 EVO | 200,000 | 2009 | 3 |
| | G-S 5700 recycling truck | 400,000 | 2009 | 3 |
| | Mack Roll-off Truck | 200,000 | 2009 | 3 |
| | Pickup Truck | 26,000 | 2009 | 3 |
| | Front Packers replace 47 | <u>245,000</u> | 2010 | 3 |
| | TOTAL SOLID WASTE | <u>5,048,200</u> | | |
| | TOTAL ESTIMATED COST (FY2009-2013) | <u>\$ 122,445,268</u> | | |

| FUNDING | |
|--|------------------------------|
| <u>SOURCE CODES</u> | <u>TOTAL</u> |
| 1 - General Fund | \$ 9,175,698 |
| 2 - Road and Bridge Fund | 5,355,000 |
| 3 - Solid Waste Fund | 5,048,200 |
| 4 - Utility Operating Fund | 8,671,370 |
| 5 - Stormwater Fee | 3,100,000 |
| 6 - W/S Renewal & Replacement Fund | 7,500,000 |
| 7 - Grant Funds | 25,525,000 |
| 8 - State Revolving Loan Fund | 4,300,000 |
| 9 - Fl. Municipal Loan Council Revenue Bonds | 53,100,000 |
| 10 - Community Redevelopment Agency Fund | 670,000 |
| TOTAL | <u>\$ 122,445,268</u> |
| FUNDING | |
| <u>BY YEAR</u> | <u>ESTIMATED COST</u> |
| Fiscal Year 2009 | \$ 38,260,371 |
| Fiscal Year 2010 | 26,518,397 |
| Fiscal Year 2011 | 21,584,000 |
| Fiscal Year 2012 | 16,612,500 |
| Fiscal Year 2013 | 19,470,000 |
| TOTAL | <u>\$ 122,445,268</u> |

City of Deerfield Beach, Florida
Capital Improvement Funding, Sources
Fiscal Years 2009 - 2013



Total Funding (2009 - 2013): \$122,445,268

Glossary of Terms

Accrual Basis of Accounting The basis of accounting under which revenues are recorded when earned and expenditures (or expenses) are recorded as soon as they result in liabilities for benefits received, notwithstanding that the receipt of cash or payment of cash may take place, in whole or in part, in another accounting period.

Ad Valorem Tax A tax based on the assessed value of real and personal property.

Adopted Budget The budget which is formally approved by the City Commission.

Amended Budget The adopted budget which has been formally adjusted by the City Commission.

Amortization The reduction of debt by regular payments of principal and interest sufficient to retire the debt by maturity.

Annualization Taking changes that have occurred mid-year and calculating their cost for a full year, for the purpose of preparing an annual budget.

Appropriation An authorization by the City Commission to make expenditures and incur obligations.

Assessed Valuation The valuation set upon real estate or other property by the Broward County Property Appraiser as a basis for levying ad valorem taxes.

Balanced Budget A budget in which planned revenues equal planned expenditures.

Beginning Balance The beginning balance is comprised of residual funds brought forward from the previous fiscal year (ending balance).

B.S.O. Acronym for Broward Sheriff's Office. A county agency with whom the City contracts to provide police protection services.

Bond A written promise to pay a sum of money at a specified interest rate. The interest payments and the repayment of the principal are detailed in a bond ordinance. The most common types of bonds are general obligation, revenue bonds and special improvement district bonds. These are most frequently used to finance capital projects.

Bond Refinancing The payoff and re-issuance of bonds to obtain better interest rates and/or bond conditions. Bond Proceeds Funds are derived from the sale of bonds for the purpose of constructing major capital facilities.

Bond Rating A methodology used to measure the fiscal health of the City. Generally, analyst firms such as Standard and Poor's, Moody's Investor Service and Fitch Ratings provide bond ratings to municipalities. Bonds rated AAA/Aaa are judged to be the best quality and carry the smallest degree of risk and, together with AA/Aa bonds, comprise high grade bonds. Ratings including "+" or "1" designate the strongest bonds in the rating category. Generally, highly rated bonds result in lower interest rates.

Budget A plan of financial operation estimating proposed expenditures for a specific period and the proposed means of financing them.

Glossary of Terms

Budget Calendar The schedule of major events in the development of the annual budget, including community budget forums, proposed budget, budget hearings, budget deliberations and adoption of the annual budget.

Budgetary Control The control or management of a governmental unit or enterprise in accordance with an approved budget for the purpose of keeping expenditures within the limitations of authorized appropriations and available revenues.

Budget Document The instrument utilized to present the City's comprehensive financial plan to the City Commission and the public.

CAFR Comprehensive Annual Financial Report. It summarizes financial data for the previous fiscal year in a standardized format and is organized by fund. The CAFR contains two basic types of information: a balance sheet that compares assets with liabilities and fund balance and an operating statement that compares revenues with expenditures.

Capital Improvements Expenditures related to the acquisition or development of the City's infrastructure, buildings and other related items.

Capital Improvements Program (CIP)

Authorized expenditures for tangible and long term physical improvements or additions of a fixed or permanent nature (e.g., an additional police or fire station, or a new street).

Capital Outlay Expenditures that result in the acquisition of or addition to fixed assets.

Cash Basis of Accounting The basis of accounting under which revenues are recorded when received in cash and expenditures (or expenses) are recorded when cash is disbursed. Since payments for goods and services can be delayed to the next fiscal year, cash on hand can result in an inaccurate picture of the financial condition of a fund. To be in conformance with generally accepted accounting principles (GAAP), local governments must use the accrual basis rather than the cash basis of accounting.

City Manager's Budget Message The City Manager's memorandum to the City Commission summarizing the most important aspects of the budget, including changes from the current fiscal year and the goals, themes and priorities that are encompassed within the City's budget.

Contingency An appropriation of funds to cover unforeseen events that occur during the fiscal year.

Contractual Service A written agreement or legal instrument whereby the City of Deerfield Beach is committed to expend, or does expend, public funds in consideration for work, labor, services or equipment or any combination of the foregoing.

Debt Service Payment of principal and interest to holders of the City's bonds.

Depreciation The decrease in value of physical assets due to use and the passage of time.

Glossary of Terms

Encumbrances Commitments related to unperformed contracts for goods or services. Encumbrances are not expenditures or liabilities; however they do represent expenditures likely to result if pending contracts are completed.

Enterprise Fund A fund which operates in a manner similar to private enterprises whereby the costs of providing goods or services is recovered through user charges. The Water and Sewer Fund and the Solid Waste Fund are enterprise funds.

Expenditure The outlay of appropriated funds for the purchase of goods and/or services.

Expense Charges which are incurred, whether paid or unpaid, for operation, maintenance, interest and other charges which benefit the current fiscal period.

Federal Grant Funds These funds were established to account for revenue from the federal government and expenditures as prescribed by grant provisions/agreements.

Fees A general term for any charge levied by the City associated with providing a service, permitting an activity or imposing a fine or penalty. Major types of fees include business licenses, fines and user charges.

Fines and Forfeitures This revenue results from violations of various City and state laws and from damage to City property.

Fiscal Year A twelve (12) month period to which the adopted annual budget applies. The City's fiscal year is from October 1 to September 30.

Fixed Assets Assets of a long-term nature which are intended to continue to be held until used, such as land, buildings, equipment and furniture.

Fund A self-balancing set of accounts used to record resources and their expenditures which are segregated in accordance with the objective that they are attempting to achieve.

Fund Balance The excess of assets over liabilities of governmental and similar trust funds.

GASB Governmental Accountant Standards Board established in 1985 is the current standards setting board for governmental GAAP.

GAAP Generally accepted accounting principles. Uniform minimum standards used by state and local governments for financial recording and reporting that have been established by the accounting profession through the GASB.

General Fund The fund used to account for resources traditionally associated with governments which are not required to be accounted for in another fund.

General Obligation Bonds Bonds which are backed by the full faith and credit of the issuing body.

Glossary of Terms

Government Finance Officer's Association (GFOA) Distinguished Budget Award Highest form of recognition in governmental budgeting. Its attainment represents a significant accomplishment by the management, staff and elected officials of recipients. Budgets are evaluated for effectiveness as a policy document, a financial plan, an operations guide and as a communication device.

Governmental Funds term used in government accounting to apply to all funds except for the profit and loss funds (e.g., enterprise fund and agency fund). Examples of government funds are: general, special revenue, debt service and capital projects. Governmental funds use the modified accrual accounting method.

Grant A contribution by one governmental unit to another, generally for the support of a specific function.

Homestead Deduction A deduction of the first \$25,000 of assessed value of a home which is occupied by the owner as a principal residence. This deduction is in accordance with the Constitution of the State of Florida.

Infrastructure Public domain fixed assets including roads, curbs, gutters, sidewalks, drainage systems, lighting systems and other items that have value only to the city.

Interfund Transfers A transfer of funds between departments/funds for specific purposes as approved by the appropriate authority.

Levy To impose taxes, special assessments or charges for the support of City activities.

Licenses and Permits This category includes revenue raised for the purpose of recovering the costs associated with regulating business activity. Many of these fees are regulatory in nature in order to ensure compliance with the law.

Long Term Debt Debt with a maturity of more than one year after the date of issuance.

Mandated Program A requirement by the State or Federal government that the City perform a task, perform a task a particular way or perform a task to meet a particular standard, often without compensation from the higher level of government.

Millage Rate The tax rate on real and personal property as expressed in mills. One mill generates \$1 for every \$1,000 of assessed property value.

Miscellaneous Revenue The account which provides for accumulation of revenues not specifically identified in other accounts. This includes interest, rents and incidentals.

Modified Accrual Basis of Accounting

Under the modified accrual basis of accounting, required for use by governmental funds, revenues are recognized in the period in which they become available and measurable, and expenditures are recognized at the time a liability is incurred pursuant to appropriation authority.

Glossary of Terms

Modified Cash Basis of Accounting Sometimes known as Modified Accrual Basis, it is a plan under which revenues are recognized on the cash basis while expenditures are recognized on the accrual basis.

Objective Something to be accomplished in specific, well-defined, and measurable terms and that is achievable within a specific time frame.

Operating Budget A budget which applies to all expenditures other than capital outlay.

Operating Expense Those costs including expenditures for salaries and wages, benefits, supplies, services and charges which are necessary to support the primary services of the organization.

Operating Revenue Funds that the government receives as income to pay for ongoing operations. It includes such items as taxes, fees from specific services, interest earnings and grant revenues. Operating revenues are used to pay for day-to-day services.

Ordinance A formal legislative enactment by the governing body of a municipality. If the enactment does not conflict with a higher form of law such as a state statute, it has the full force and effect of law within the boundaries of the municipality to which it applies.

Performance Measure Data collected to determine the effectiveness or efficiency of a program in achieving its objectives.

Personal Services The cost of wages, salaries, retirement contributions and other fringe benefits.

Policy Goals/Objectives The major statements defining the City's broad goals and specific objectives.

Projections Estimates of anticipated revenues, expenditures, or other quantitative data for specific time periods, usually fiscal years.

Property Tax A tax levied on the assessed value of real and personal property. It is also referred to as ad valorem tax.

Proprietary Fund in governmental accounting, one having profit and loss aspects; therefore it uses the accrual rather than modified accrual accounting method.

Quality Routinely delivering to customers what they want and expect.

Reserve An account which records the portion of the fund balance which is segregated for future use and is not available for further appropriation or expenditure.

Resolution A special or temporary order of the City Commission. It requires less legal formality than an ordinance or statute.

Retained Earnings An equity account in the balance sheet reflecting the accumulated earnings of the Water and Sewer Fund and the Solid Waste Fund.

Glossary of Terms

Revenue Increases in resources which contribute to the operations of the City.

Revenue Bonds Bonds whose principal and interest are payable exclusively from earnings of a public enterprise.

Rolled-Back Rate The millage rate that will provide the same ad valorem revenue as was levied during the prior year, exclusive of new construction, additions to structures, deletions and property added due to geographic boundary changes.

Taxes Compulsory charges levied by a government for the purpose of financing services performed for the common benefit of the people. This term does not include specific charges made against particular persons or property for current or permanent benefit, such as special assessments

Tax Levy The total amount to be raised by general property taxes for the purpose of financing services performed for the common benefit.

Tax Roll The official list showing the amount of taxes levied against each taxpayer or property.

Total Quality Management A comprehensive management philosophy aimed at putting customers and employees first, and focusing on continuous quality improvement to achieve total customer delight.

TRIM An acronym for "Truth in Millage". The Florida Truth in Millage Act serves to inform taxpayers that their property taxes are changing, why they have changed and the comparison of the proposed new tax rate to the rate that would have generated the same property tax dollars as the current year (the "rolled-back rate").

Utility Taxes Municipal charges levied by the City on every purchase of a public service.

Workload Indicator A specific measurement of a unit of work performed.