

Approved Annual Budget

Deerfield Beach, Florida

Fiscal Year 2009~2010



City of

**DEERFIELD
BEACH**





GOVERNMENT FINANCE OFFICERS ASSOCIATION

*Distinguished
Budget Presentation
Award*

PRESENTED TO

**City of Deerfield Beach
Florida**

For the Fiscal Year Beginning

October 1, 2008

Handwritten signature of the President of GFOA.

President

Handwritten signature of the Executive Director of GFOA.

Executive Director

The Government Finance Officers Association of the United States and Canada (GFOA) presented an award of Distinguished Presentation to the City of Deerfield Beach for its annual budget for the fiscal year beginning October 1, 2008. In order to receive this award, a governmental unit must publish a budget document that meets program criteria as a policy document, as an operations guide, as a financial plan and as a communication device. The award is valid for a period of one year only. We believe our current budget continues to conform to program requirements, and we are submitting it to GFOA to determine its eligibility for another award.

On the cover: The Arboretum at Constitution Park, located at 2841 W. Hillsboro Boulevard.

2009/10 Approved Budget



City of

D E E R F I E L D

B E A C H

Deerfield Beach, Florida

City Commission

Peggy Noland, Mayor
Sylvia Poitier, Vice Mayor
Bill Ganz
Joe Miller
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 2010 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 2009.

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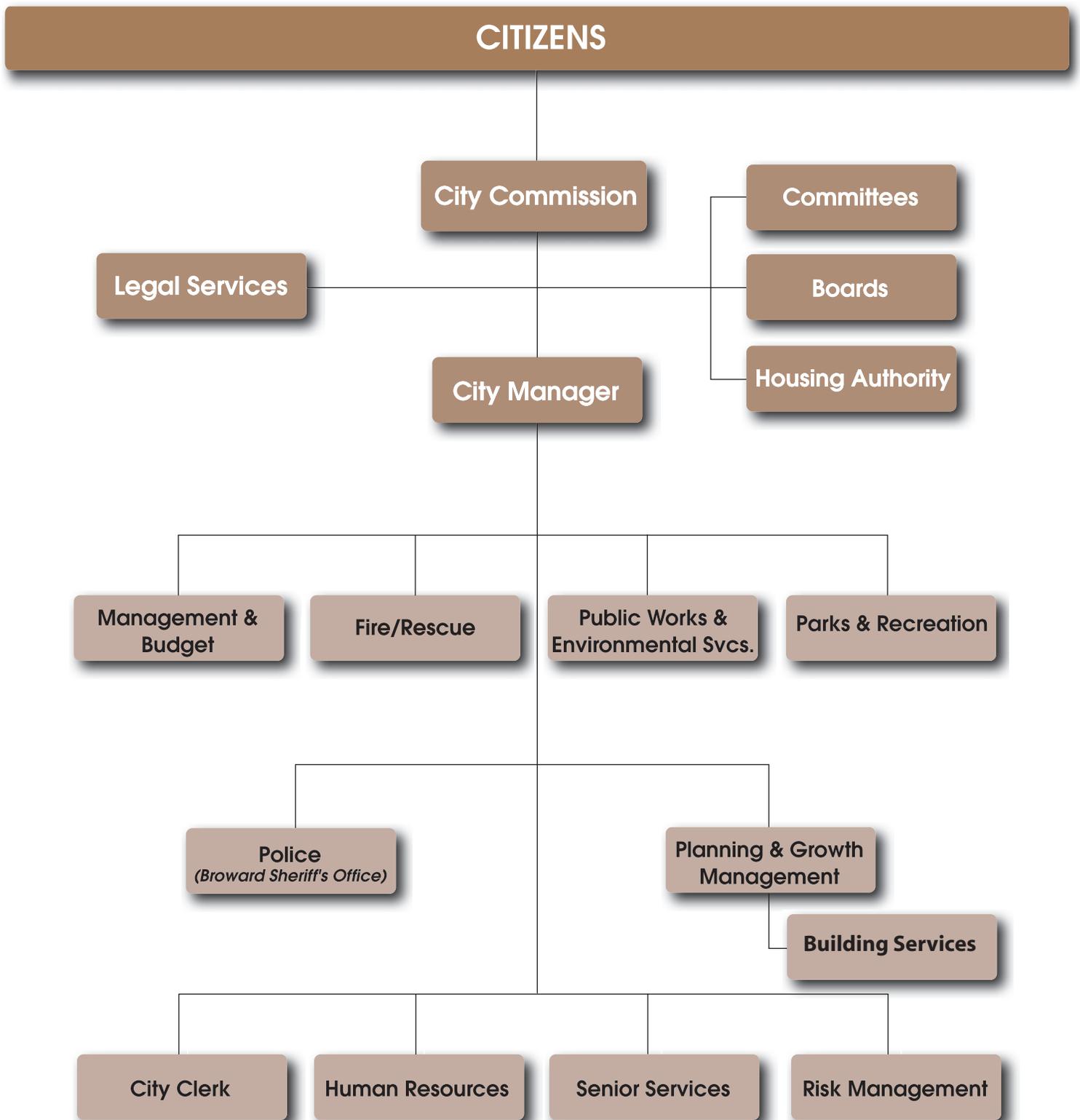
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Deerfield Beach, the northernmost coastal community in Broward County, Florida, lies approximately 15.9 miles north of Fort Lauderdale along Florida's Gold Coast.

City of Deerfield Beach Organizational Chart



City Commission and Districts



Mayor Peggy Noland



Vice Mayor Sylvia Poitier
District 2



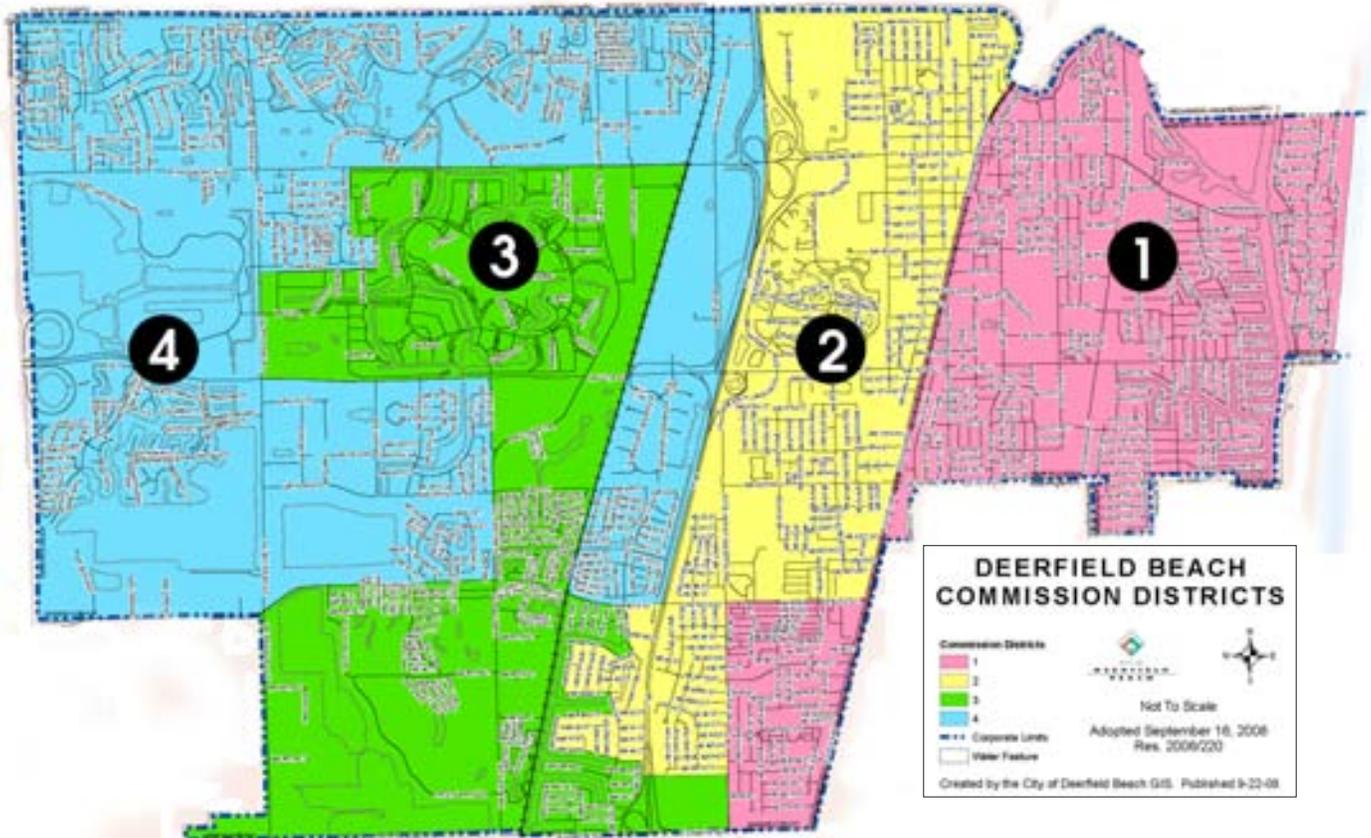
Commissioner Joe Miller
District 1



Commissioner Marty Popelsky
District 3



Commissioner Bill Ganz
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



City of
**DEERFIELD
BEACH**

August 4, 2009

Dear Mayor, City Commissioners and Residents:

For the third consecutive year, I am pleased to present the City of Deerfield Beach's Proposed Budget for fiscal year 2009-10 in compliance with Section 5.02 of the City Charter and State Statutes. The underlying philosophy of each budget that I have presented has been to create a financial plan that is designed to provide maximum flexibility with the limited resources available to service the City. This year is no different than the past two. The fiscal 2010 proposed budget will allow you to make decisions as to how to best serve the public while maintaining fiscal responsibility.

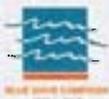
Our city, just like hundreds of municipal governments throughout the country, will have to make tough choices in order to continue providing the service our residents deserve. In Deerfield Beach, we are outperforming many others. In early April 2009, Moody's Investors Service had placed all U.S local governments on a negative credit watch as a result of the foreclosure crisis and the turmoil in the financial markets. Our previous action of reducing staff, lowering the tax rate, reducing expenditures, and increasing cash carry forward led to the recent decision by Moody's to maintain the City of Deerfield Beach's Aa3 rating. This is very significant but we do have many challenges. Because of declining property revenue, gas tax, and other significant sources of revenue, combined with voter approved property tax legislation, crashing real estate values, record foreclosures and unemployment, I anticipate our fiscal bottom line to deteriorate even more. I expect that the 2011 fiscal year will be as bad if not worse than the current year. When expenses are greater than revenue you have three options – namely, you can increase revenue, reduce expenses, or pull from your saving account (cash carry forward). First on the expense side. I am recommending a 0% cost of living adjustment for all city employees, freezing of merit increases for all city employees for one year, eliminating longevity for all new hires, freezing longevity pay at current amounts for all current employees, (all the subject of collective bargaining), one year union contracts and elimination of over \$1,700,000 of the capital requests. There are a number of expense increases that go to the heart of the City Commission's decision on what level of service they want to

Mayor
Peggy Noland

Vice Mayor
Sylvia Poitier

Commissioners
Bill Ganz
Joseph P. Miller
Martin Popelsky

City Manager
Mike Mahaney



provide and what level of service they can afford. The BSO contractual increase is approximately \$1,100,000. The fire department's increase is approximately \$2,200,000 excluding pension costs. The total pension contribution for all employees has increased over \$500,000. Insurance costs, including property, liability and health insurance, have increased over \$400,000. One of the biggest concerns for the future is the skyrocketing cost of public safety. Public safety expenditures for next year exceed all of the property tax revenue that will be collected. In my opinion, unsustainable policies for police officers and firefighters in the coming years will lead to service level declines. An option that may have to be considered in the 2011 budget process is to privatize functions that can be serviced by outside vendors. This typically provides overall savings with lower personnel costs as well as reduced capital expenses.

You could easily solve the projected budget shortfall of \$8.7 million by utilizing cash carry forward. We anticipate cash carry forward will be approximately \$18 million. But as I indicated earlier I anticipate that next year will be just as challenging. The revenue side of the equation can be increased by a number of methods. My budget recommendation incorporates all three strategies of reducing expenses, increasing revenue and utilizing cash carry forward. I am recommending that we collect the same amount of property tax as last year. The tax rate, known as the "rolled back rate" is higher to compensate for a reduction in taxable property values. Overall, it raises the same amount of property taxes as the current year. I encourage everyone here to go to the property appraiser's website and calculate their city tax bill with last years tax rate of 5.3000 and my recommended rate of 5.8901 including lasts year's fire assessment fee of \$99 and this year's recommendation of \$149. Even with my recommended fire assessment rate many property owners, because of declining values, will pay less city taxes at the rollback rate than they paid last year. Adoption of the rolled back millage rate can be approved by a simple majority vote of the City Commission.

The General Fund

The General Fund is the City's primary operating fund. It pays for police services, fire protection, maintenance of city facilities and many general operations. The FY10 general fund budget totals \$84 million.

This is a very small increase of \$3.3 million from the previous year. The major changes in revenue include funding for red light camera enforcement and additional funds generated by increasing the fire assessment fee. As mentioned earlier, public safety costs are expected to exceed the amount of money generated by property taxes. The majority of the other departments funded by the general fund have either reduced their level of spending or held it constant with FY09.

Enterprise Funds

The FY10 budget was prepared without rate increases in any of the enterprise funds. Last year's issuance of bonds backed by water and wastewater revenue has funded essential utility system projects for the City. These projects include the construction of a brackish water treatment plant utilizing reverse osmosis technology to provide an additional three million gallons of water per day and the expansion of the west water treatment plant wellfield to provide greater reliability of the City's water supply as well as a back up water system. Construction has begun and is expected to be completed by the end of calendar year 2010.

The solid waste department will begin servicing the area that was annexed into Deerfield Beach five years ago. No rate increases are anticipated in FY2010 even though disposal costs continue to rise. The solid waste fund is supported solely by user fees and will require close monitoring to make sure that it remains self supporting. Any additional expenses in this fund will need to be offset with rate increases for the users of the service.

I believe that the emphasis on continuing to seize every opportunity to reduce expenses during this period of contracting revenues has been stressed in this budget message. It is the intent of our administration to continue to find cost savings wherever possible. Ultimately the City Commission will determine the level of service that is provided to the residents and visitors of this fine city that will meet their long term goals. This focus mirrors last year's concerns and all signs are indicating that the following year will continue to produce significant challenges and financial constraints as well.

I would like to thank all of the departments that have worked so hard to create this financial plan for the City of Deerfield Beach. Together we can continue to work to make Deerfield Beach the most dynamic South Florida coastal community in which to live, work and play.

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

Mike 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	135.0
Miles of sewers:	
Storm	28.62
Sanitary	132.02
Force mains	35.58
Fire protection:	
Number of stations	4
Number of employees	174
Municipal water department:	
Number of meters	12,323
Number of units	32,932
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

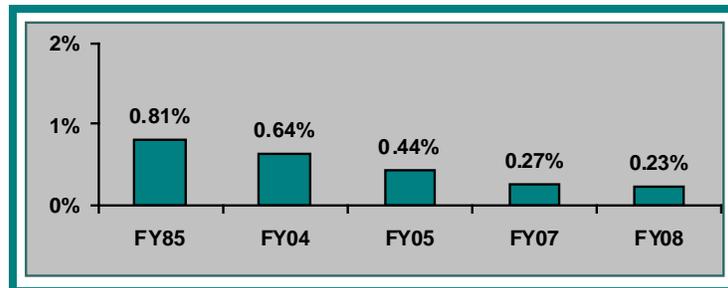


FACTS AND FIGURES

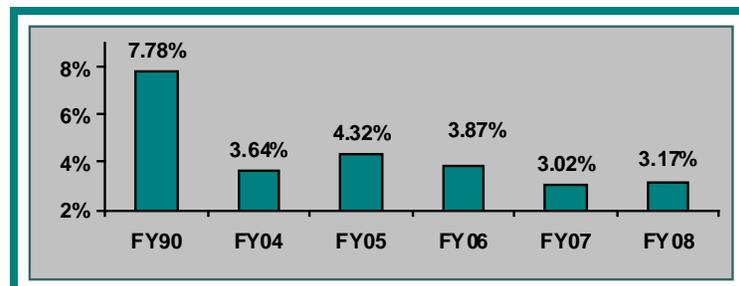
City Operating Millage



Ratio of Net Bonded Debt to Assessed Valuation



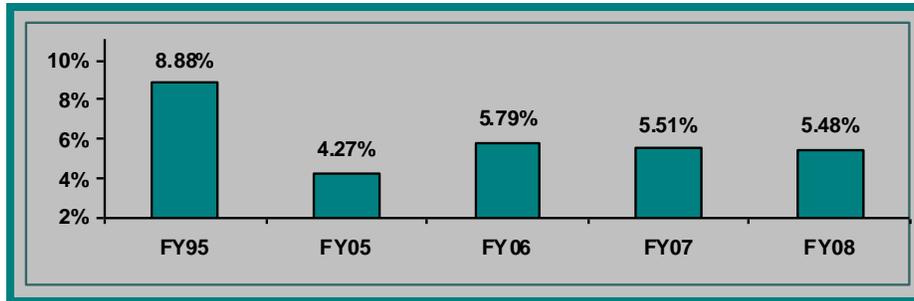
Ratio of General Obligation Debt Service to General Expenditures



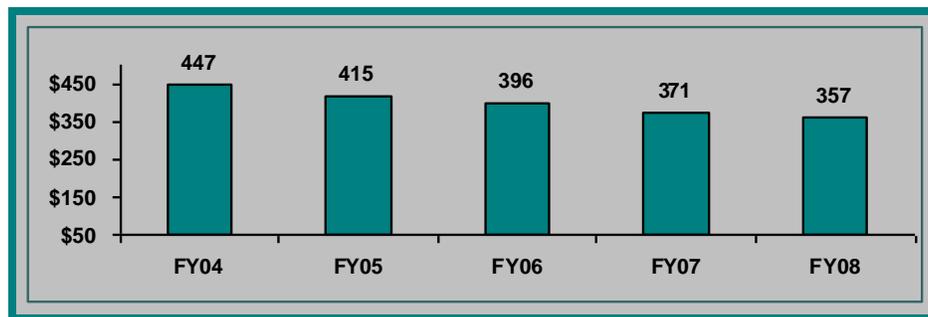


City of Deerfield Beach

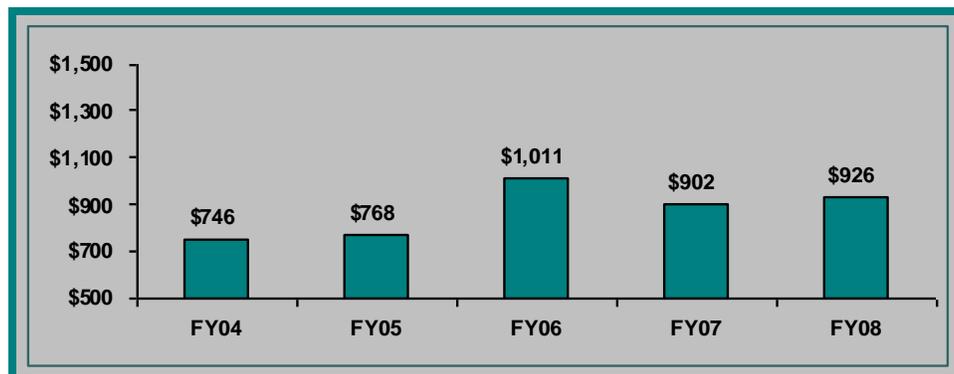
Top Ten Corporate Taxpayers - Percentage of Tax Base



Net Bonded Debt Per Capita



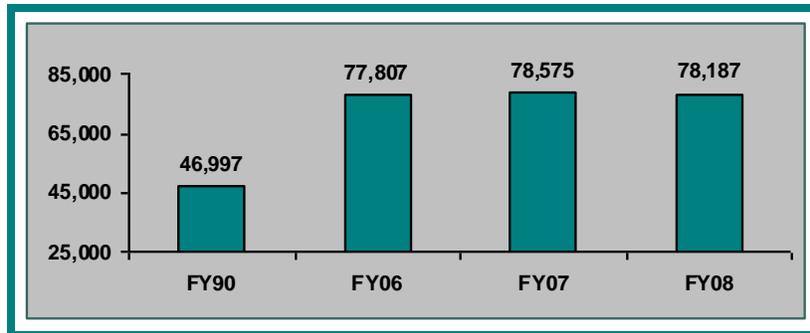
General Fund Expenditures Per Capita



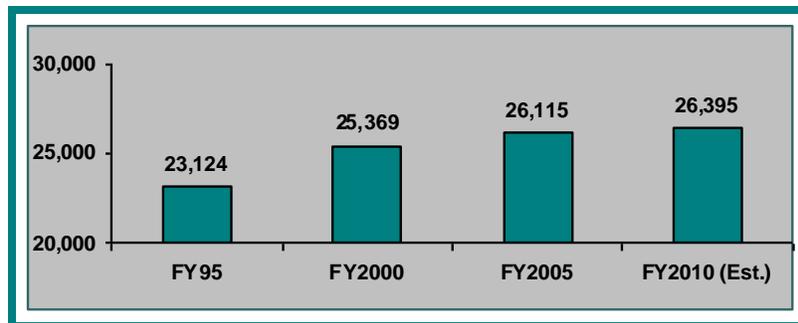


City of Deerfield Beach

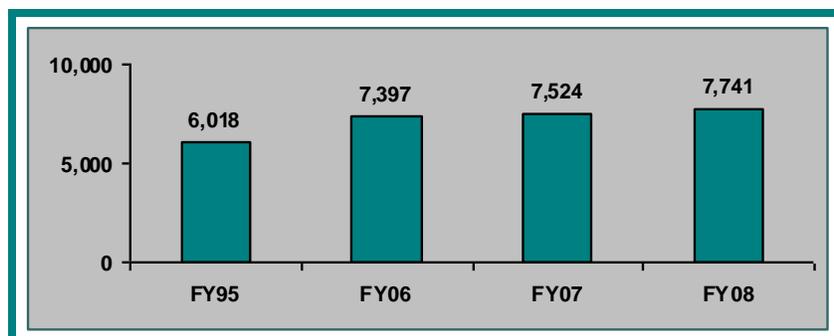
Population



At-Place Employment



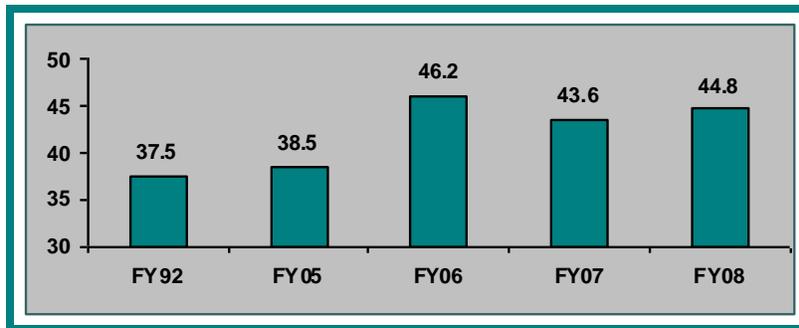
School Enrollment



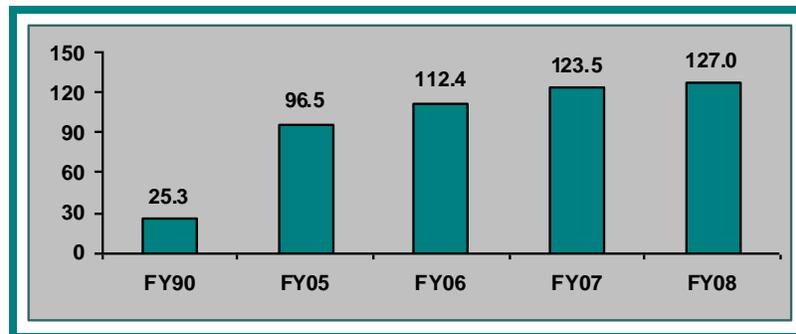


City of Deerfield Beach

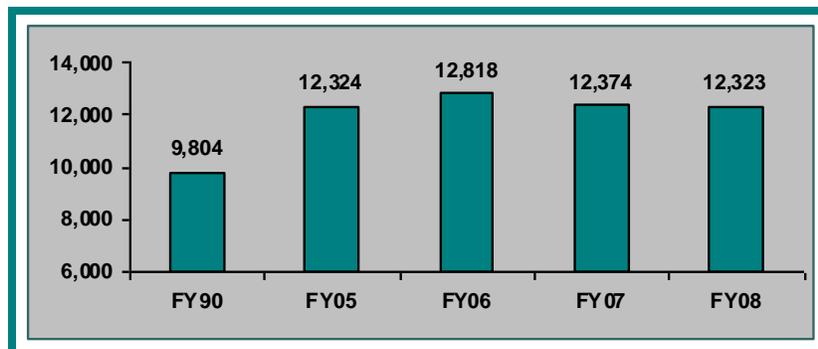
Median Age



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	\$6,069,391,165	\$38,349,328	\$6,107,740,493
Millage rate per \$1,000 Equals	<u>5.79</u>	<u>5.79</u>	<u>5.79</u>
Total ad valorem proceeds to be received from the County if every tax dollar is collected Multiplied by	\$35,141,775	\$222,043	\$35,363,817
Percentage of total ad valorem proceeds which the City expects to receive Equals			<u>95%</u>
Estimated ad valorem tax revenue			<u>\$33,595,627</u>

<p>One mill generates \$5,802,353 of ad valorem tax revenue.</p>

Revenue and Expenditure Summary - All Funds

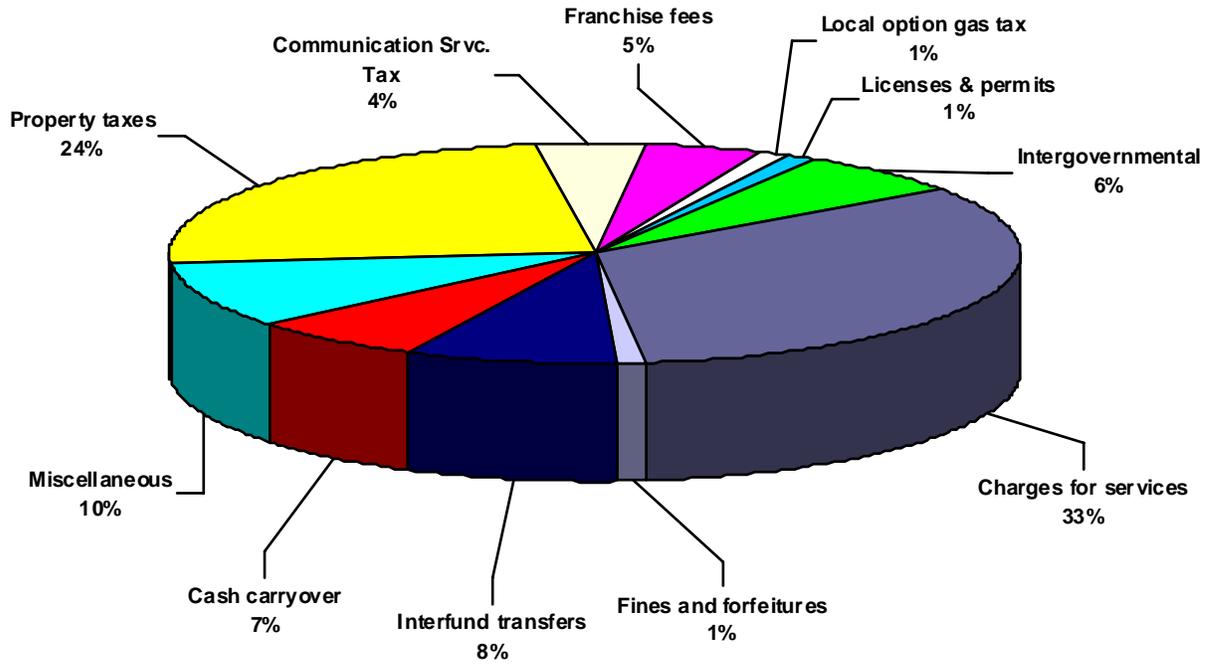
	<u>Actual 2007/08</u>	<u>Budget 2008/09</u>	<u>Budget 2009/10</u>
<u>Revenues</u>			
Property taxes	\$ 36,989,179	\$ 34,461,978	\$ 33,595,627
Communication srvc. tax	5,887,891.00	\$ 5,597,044	5,579,537
Franchise fees	427,502	6,049,225	6,377,625
Local option gas tax	1,369,644	1,394,988	1,321,624
Licenses & permits	2,116,220	1,735,800	1,735,700
Intergovernmental	6,775,428	7,981,155	8,569,431
Charges for services	44,166,318	44,561,181	45,969,517
Fines and forfeitures	1,731,832	1,673,250	1,381,250
Interfund transfers	18,245,928	11,535,075	11,225,737
Cash carryover	-	8,717,068	9,126,927
Miscellaneous	15,025,676	15,442,711	13,558,770
Total revenues	<u>\$ 132,735,618</u>	<u>\$ 139,149,475</u>	<u>\$ 138,441,745</u>
<u>Expenditures</u>			
City Commission	\$ 260,162	\$ 307,543	\$ 311,672
City Manager	309,994	389,755	633,026
City Clerk	331,896	461,855	355,573
City Attorney	571,563	532,500	532,500
Central Services	485,997	534,000	521,500
Management & Budget	2,436,752	3,011,090	2,693,870
Human Resources	494,710	543,759	372,010
Planning & Growth Management	2,593,290	3,091,410	2,920,852
Police/B.S.O.	18,507,509	20,374,128	21,256,839
Fire/Rescue	18,041,773	20,893,791	20,639,968
Public Works & Roads	9,974,871	11,688,569	11,166,645
Parks & Recreation	7,167,760	8,037,821	7,588,494
Senior Services	2,211,683	2,523,193	2,519,546
Engineering/Utilities	13,103,183	16,683,487	18,044,090
Solid Waste	12,830,425	14,976,688	12,410,037
Risk Management	10,467,721	9,848,070	10,491,566
Non-Departmental	37,746,731	16,454,286	16,813,078
Debt Service	6,313,878	8,586,922	8,989,154
Community Participation	181,435	210,608	181,325
Total expenditures	<u>\$ 144,031,333</u>	<u>\$ 139,149,475</u>	<u>\$ 138,441,745</u>

Budget Summary for Fiscal 2009/10 - All Funds

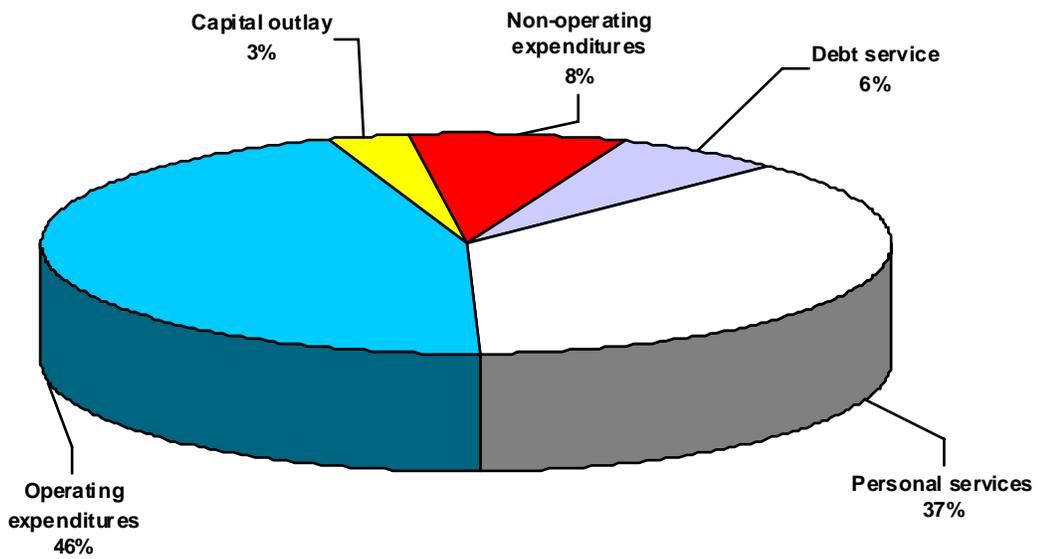
	<u>Actual 2008</u>	<u>Estimated 2009</u>	<u>Budgeted 2010</u>
Revenues:			
Property taxes	\$ 36,989,179	\$ 34,461,978	\$ 33,595,627
Communication svcs. tax	5,887,891	5,597,044	5,579,537
Franchise fees	427,502	6,049,225	6,377,625
Local option gas tax	1,369,644	1,394,988	1,321,624
Licenses & permits	2,116,220	1,735,800	1,735,700
Intergovernmental	6,775,428	7,981,155	8,569,431
Charges for service	44,166,318	44,561,181	45,969,517
Fines & forfeitures	1,731,832	1,673,250	1,381,250
Interfund transfers	18,245,928	11,535,075	11,225,737
Cash carryover	-	8,717,068	9,126,927
Miscellaneous	15,025,676	15,442,711	13,558,770
Total revenues	<u>\$ 132,735,618</u>	<u>\$ 139,149,475</u>	<u>\$ 138,441,745</u>
Expenditures:			
Personal services	\$ 45,311,328	\$ 50,919,299	\$ 51,062,667
Operating expenditures	\$ 62,951,579	\$ 61,976,592	62,708,940
Capital outlay	\$ 913,954	\$ 6,175,336	4,122,307
Non-operating expenditures	\$ 28,540,594	\$ 11,491,326	11,558,677
Debt service	\$ 6,313,878	\$ 8,586,922	8,989,154
Total expenditures	<u>\$ 144,031,333</u>	<u>\$ 139,149,475</u>	<u>\$ 138,441,745</u>

City of Deerfield Beach

Total Budgeted Revenues \$138,441,745



Total Budgeted Expenditures \$138,441,745



**Summary of Revenues, Expenditures and Changes in Fund Balances
All Governmental and Expendable Trust Funds
Fiscal Year 2009/10**

	<u>General Fund</u>	<u>Senior Services Fund</u>	<u>CDBG Fund</u>	<u>Road and Bridge Fund</u>	<u>Insurance Svc's Trust Fund</u>
Beginning Fund Balance	\$18,000,000	\$ -	\$ -	\$ 2,200,000	\$ -
Revenues/Other Financing Sources:					
Property taxes	33,595,627				
Franchise fees	11,957,162				
Local option gas tax	-			1,321,624	
Licenses & permits	1,730,700				
Intergovernmental	6,342,145	1,030,142	742,692	447,181	
Charges for service	6,422,303	525,415			
Fines & forfeitures	1,000,500				
Interfund transfers	843,043	732,389		889,805	8,763,771
Miscellaneous	<u>9,893,962</u>	<u>343,000</u>	<u>-</u>	<u>654,013</u>	<u>1,723,795</u>
Total Sources of Funds	<u>71,785,442</u>	<u>2,630,946</u>	<u>742,692</u>	<u>3,312,623</u>	<u>10,487,566</u>
Expenditures:					
City Commission	311,672				
City Manager	633,026				
City Clerk	355,573				
City Attorney	532,500				
Central Services	521,500				
Management & Budget	2,693,870				
Human Resources	372,010				
Planning & Growth	2,920,852				
Police	21,256,839				
Fire/Rescue	20,639,968				
Public Works	8,706,830			2,459,815	
Parks & Recreation	7,588,494				
Senior Services	-	2,519,546			
Risk Management	-				10,487,566
Non-Departmental	9,706,154	111,400	742,692	761,338	
Community Participation	181,325				
Debt Service	<u>4,491,756</u>	<u>-</u>	<u>-</u>	<u>91,470</u>	<u>-</u>
Total Uses of Funds	<u>80,912,369</u>	<u>2,630,946</u>	<u>742,692</u>	<u>3,312,623</u>	<u>10,487,566</u>
Increase (decrease) in Fund balances (1)	<u>(9,126,927)</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Total Ending Fund Balances	<u>8,873,073</u>	<u>-</u>	<u>-</u>	<u>2,200,000</u>	<u>-</u>
Less:					
Reserve for Encumbrances	(900,000)	-	-	(125,000)	-
Other	<u>(1,100,000)</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Unreserved Fund Balance	<u>\$ 6,873,073</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 2,075,000</u>	<u>\$ -</u>

(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, 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.

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 69.6% of this fund's revenues. Fire/rescue and police services comprise the majority of the General Fund expenditures. Respectively, they constitute 25.5% and 26.3% 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 **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 decrease slightly as a result of the slowdown in the broader economy.

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 are projected to increase by 9.1% from the previous year, as a result of increased debt service payments in connection with a new revenue bond issue; planned increases in county wastewater charges; as well as increases in the cost of chemicals as a result of the planned opening of the City's brackish Floridan water treatment facility.

Approximately 40.1% of the expenditures for the Solid Waste Fund represent disposal fees.

EXPENDABLE TRUST FUND

The **Insurance Services Trust Fund** recognizes the revenues and expenditures associated with providing insurance coverage for all City needs. Approximately 14.9% 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 78.9% 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 2009-10, the property appraiser certified the city’s taxable value at \$6,107,740,493. This will generate \$33,595,627, which is 24.3% of the total budgeted revenues. This decrease of 0.8% over the estimated property tax revenue of the previous year is primarily the result of the slowdown in the real estate market. Property taxes are the single largest source of revenue in the General Fund.

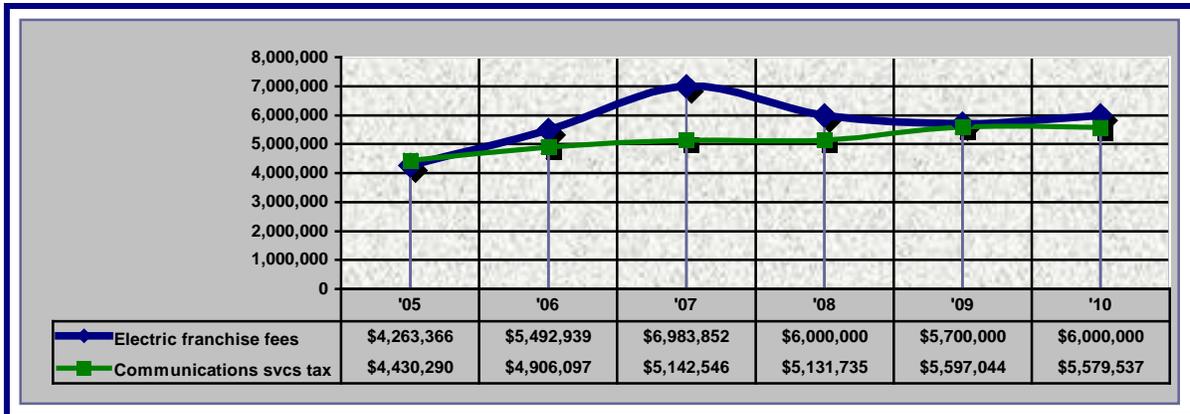


FRANCHISE FEES

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. Electric franchise fees constitute the largest source of franchise fee revenue. This revenue source fluctuates based upon petroleum prices and supply and demand. Fiscal 2010 represents the ninth 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. Franchise fee revenue is expected to remain fairly constant from the previous year.

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
	2008/09	2009/10		
Mobile home licenses	\$ 7,500	\$ 7,000	\$ (500)	-6.7%
Alcoholic beverage licenses	40,000	50,000	10,000	25.0%
Half-cent sales tax	4,540,626	3,556,720	(983,906)	-21.7%
Firefighters' supplemental comp	57,000	58,000	1,000	1.8%
Motor fuel tax rebate	48,000	48,000	-	0.0%
State revenue sharing	2,011,607	1,569,606	(442,001)	-22.0%
Total	\$ 6,704,733	\$ 5,289,326	\$ (1,415,407)	-21.1%

MAJOR SOURCES OF REVENUE (CONTINUED)

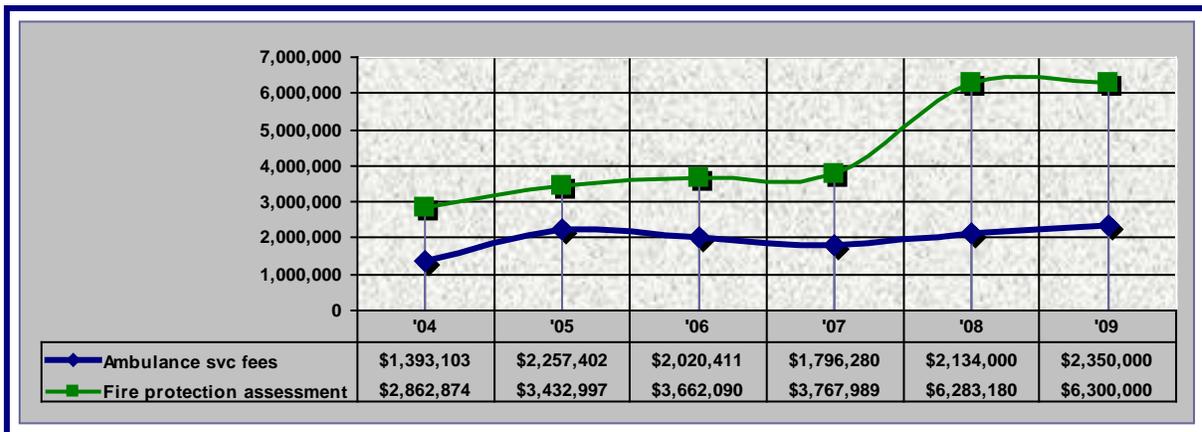
STATE SHARED REVENUES



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 by 21.7% 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 \$2,350,000 for fiscal 2010. Further, the fire protection assessment fee is estimated to be \$6,300,000. 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 7.21% of the city's total revenues.



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 prices of gasoline and other petroleum products that have caused a notable decrease in demand by consumers.



CHARGES FOR SERVICE - WATER, SEWER AND SOLID WASTE

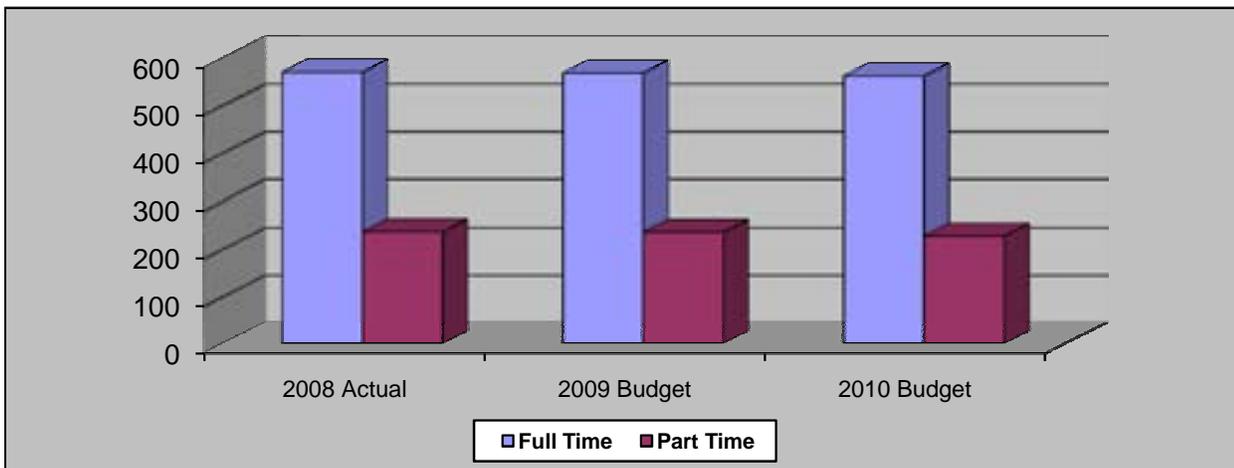
Charges for service in the Utility Fund and the Solid Waste Fund are 17.6% and 10.5%, respectively, of the city's total revenues. The provision of water and sewer and solid waste disposal services to the residents of the city are accounted for in these two funds. The water and sewer charges reflect rate increases that were approved by the City Commission prior to the beginning of the fiscal year.



Personnel Summary - All Funds

General Departments	FY 2008 Actual		FY 2009 Actual		FY 2010 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	3	0	4	0	1.00
Management and Budget	23	1	23	1	22	0	(1.50)
Human Resources	4	0	4	0	3	0	(1.00)
Planning and Growth Management	35	3	36	3	32	3	(4.00)
Police/B.S.O.	2	34	2	34	2	34	0.00
Fire/Rescue	167	8	166	8	166	8	0.00
Public Works & Environmental Svcs	228	27	229	26	227	22	(4.00)
Parks & Recreation	69	135	70	134	69	135	(0.50)
Senior Services	35	19	36	19	36	17	(1.00)
Risk Management	3	0	3	0	2	0	(1.00)
TOTAL	575	232	577	230	568	224	(12.00)

Broward Sheriff's Office	2008 Actual		2009 Budget		2010 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 2009/10 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 2009-10 BUDGET CALENDAR

DATE	BY WHOM	WHAT IS TO BE DONE
May 22	Department Heads	Submit budget requests and justifications and capital improvement program updates to the finance director.
May 22 - June 22	City Manager/Staff	Review budget requests and gather whatever additional information is necessary before formulating a working draft of budget.
June 16	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 22 - 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 4	City Manager	Tentative budget is presented to the city commission. (City Charter Section 5.02)
August 6 – September 4 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 24	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 10	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 14	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 14	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 15	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 18	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 15, 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.

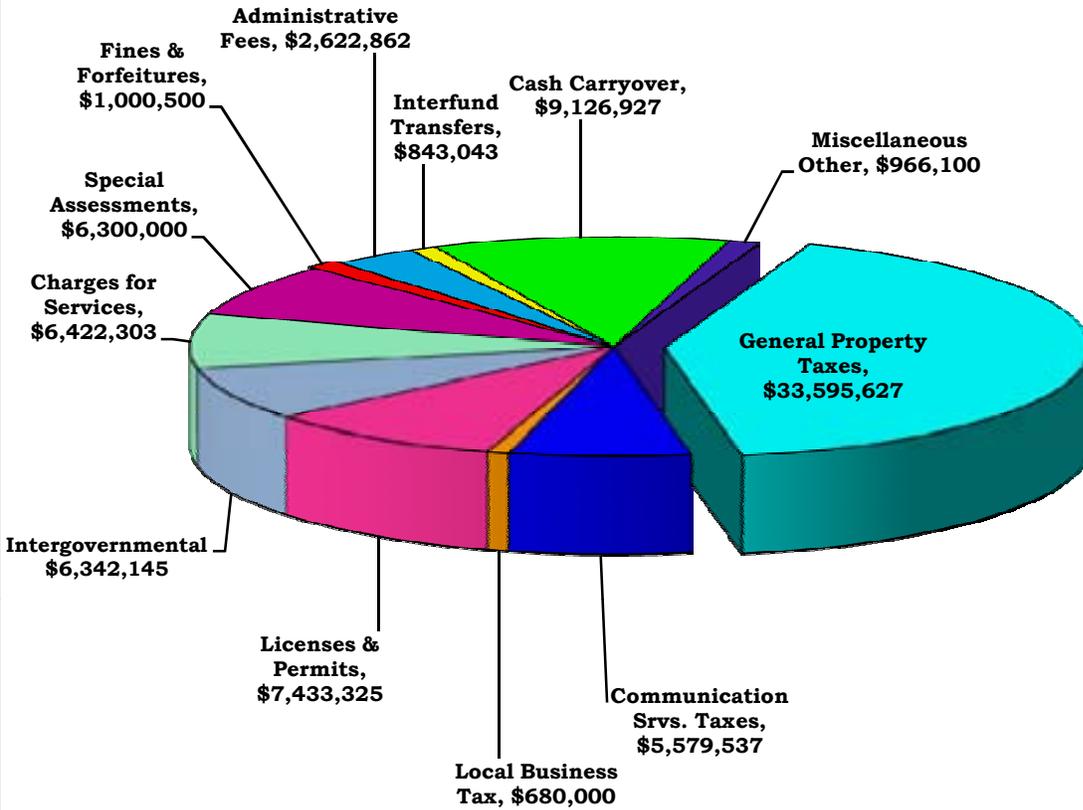
These hearings must be held after 5:00 p.m. if scheduled on a day other than Saturday, cannot be held on a Sunday, and **cannot be held on the same hearing dates scheduled by the county commission and the school board. Therefore, the city will have to change the date of one or both of its public hearings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

School board public hearing dates – July 30 and September 3
 County commission public hearing dates - September 10 and 22
 Rosh Hashanah – September 18 (begins at sundown)
 Yom Kippur – September 27 (begins at sundown)

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

DESCRIPTION OF REVENUE SOURCE	ESTIMATED REVENUE 2008-2009	ESTIMATED REVENUE 2009-2010	DOLLAR CHANGE	PERCENTAGE CHANGE	PAGE REFERENCE
Ad valorem taxes	34,461,978	33,595,627	(866,351)	-2.5%	28
Communication services taxes	5,946,269	5,579,537	(366,732)	-6.2%	28
Local business taxes	600,000	680,000	80,000	13.3%	28
Licenses, permits & fees	1,135,800	7,433,325	6,297,525	554.5%	28
Intergovernmental revenues	4,693,126	6,342,145	1,649,019	35.1%	28
Local shared revenues	80,000	-	(80,000)	-100.0%	28
General government	228,899	218,899	(10,000)	-4.4%	29
Public safety	9,882,002	9,981,404	99,402	1.0%	29
Physical environment	81,000	92,000	11,000	13.6%	29
Transportation	1,201,200	1,169,000	(32,200)	-2.7%	29
Culture/recreation	1,504,260	1,261,000	(243,260)	-16.2%	29
Fines and forfeits	1,292,500	1,000,500	(292,000)	-22.6%	30
Interest earnings	785,000	685,000	(100,000)	-12.7%	30
Sale-surplus materials	20,000	20,000	-	0.0%	30
Other misc revenues	2,309,519	2,622,862	313,343	13.6%	30
Interfund transfers	7,664,585	843,043	(6,821,542)	-89.0%	31
Cash carryover	8,717,068	9,126,927	409,859	4.7%	31
Capital lease proceeds	995,391	261,100	(734,291)	-73.8%	31
TOTAL	81,598,597	80,912,369	(686,228)	-0.8%	

City of Deerfield Beach Projected Revenues - General Fund Fiscal Year 2009/10



Total projected revenues: \$80,912,369

GENERAL FUND
REVENUES BY CATEGORY AND SOURCE

	2006-07	2007-08	2008-09 Y-T-D Actual (Thru 3/31/09)	2008-09 Y-T-D %age	2008-09 Budget	2009-10 Budget
	Actual	Actual	Actual	%	Budget	Budget
TAXES						
Ad Valorem	39,501,555	37,132,068	32,115,216	93	34,461,978	33,595,627
Delinquent Ad Valorem Tax	167,194	(142,889)	(208,065)	-	-	-
<i>General Property Taxes</i>	<u>39,668,749</u>	<u>36,989,179</u>	<u>31,907,151</u>	93	<u>34,461,978</u>	<u>33,595,627</u>
COMMUNICATION SERVICES TAXES						
Communications Services	5,142,546	5,887,891	2,190,344	39	5,597,044	5,579,537
<i>Communications Svcs Taxes</i>	<u>5,142,546</u>	<u>5,887,891</u>	<u>2,190,344</u>	39	<u>5,597,044</u>	<u>5,579,537</u>
LOCAL BUSINESS TAXES						
Local Business Taxes	566,880	580,959	141,608	24	600,000	680,000
<i>Local Business Taxes</i>	<u>566,880</u>	<u>580,959</u>	<u>141,608</u>	24	<u>600,000</u>	<u>680,000</u>
TOTAL TAXES	<u>45,378,175</u>	<u>43,458,029</u>	<u>34,239,103</u>	84	<u>40,659,022</u>	<u>39,855,164</u>
LICENSES AND PERMITS						
Building, Structures, Equip	1,088,364	886,014	444,427	63	700,000	647,000
Electrical	351,651	319,728	141,830	81	175,000	162,000
Plumbing	178,878	129,569	59,493	66	90,000	83,000
Alarm	48,825	49,644	43,425	67	65,000	60,000
Backflow	1,385	1,300	400	50	800	700
Landscape	29,828	46,450	26,279	131	20,000	19,000
Mechanical	128,823	102,556	51,075	60	85,000	79,000
<i>Building Permits</i>	<u>1,827,754</u>	<u>1,535,261</u>	<u>766,929</u>	68	<u>1,135,800</u>	<u>1,050,700</u>
FRANCHISE FEES						
Electricity	-	-	-	-	-	6,000,000
Gas	27,591	27,947	11,853	40	30,000	30,000
Cabana	20,878	-	-	-	-	-
Towing Franchise	62,125	39,000	13,000	25	52,000	52,000
Telecom Tower Agreements	241,077	360,555	114,103	43	267,225	295,625
<i>Franchise Fees</i>	<u>351,671</u>	<u>427,502</u>	<u>138,956</u>	40	<u>349,225</u>	<u>6,377,625</u>
IMPACT FEES						
Building, Structures, Equip	-	-	-	-	50,000	2,500
Electrical	-	-	-	-	50,000	2,500
<i>Impact Fees</i>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>100,000</u>	<u>5,000</u>
TOTAL LICENSES, PERMITS, & FEES	<u>2,179,425</u>	<u>1,962,763</u>	<u>905,885</u>	57	<u>1,585,025</u>	<u>7,433,325</u>
INTERGOVERNMENTAL REVENUE						
FEMA - Hurricane Frances	17,754	-	-	-	-	-
FEMA - Hurricane Wilma	3,069,342	73,513	571,235	-	-	1,500,000
FEMA - Hurricane Katrina	87,351	-	-	-	-	-
<i>Federal Grants</i>	<u>3,174,447</u>	<u>73,513</u>	<u>571,235</u>	-	-	<u>1,500,000</u>
Hurricane Wilma - State Funds	313,291	-	-	-	-	-
<i>State Grants</i>	<u>313,291</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
State Revenue Sharing	-	-	-	-	-	1,122,425
Mobile Home Licenses	7,541	6,252	4,617	62	7,500	7,000
Alcoholic Beverage License	48,763	49,688	49	-	40,000	50,000
Local Govt 1/2 Cent Sales Tax	4,555,929	4,282,151	1,841,280	41	4,540,626	3,556,720
Fire Supplemental Comp	57,403	58,305	35,702	63	57,000	58,000
Motor Fuel Tax Rebate	43,991	47,089	24,896	52	48,000	48,000
<i>State Shared Revenues</i>	<u>4,713,627</u>	<u>4,443,485</u>	<u>1,906,544</u>	41	<u>4,693,126</u>	<u>4,842,145</u>
Occupational Licenses	90,502	60,494	28,520	36	80,000	-
<i>Shared Rev Fr Oth Local Units</i>	<u>90,502</u>	<u>60,494</u>	<u>28,520</u>	36	<u>80,000</u>	<u>-</u>
TOTAL INTERGOV'T REVENUES	<u>8,291,867</u>	<u>4,577,492</u>	<u>2,506,299</u>	53	<u>4,773,126</u>	<u>6,342,145</u>

GENERAL FUND
REVENUES BY CATEGORY AND SOURCE

	2006-07	2007-08	2008-09 Y-T-D Actual (Thru 3/31/09)	2008-09 Y-T-D %age	2008-09 Budget	2009-10 Budget
	Actual	Actual	Actual	%age	Budget	Budget
CHARGES FOR SERVICES						
Lien Search Fees	77,085	61,325	25,850	52	50,000	70,000
Research Service Fees	19,747	8,419	5,581	56	10,000	5,000
Planning & Growth Mgmt Fees	52,705	43,811	26,113	58	45,000	20,000
County Surcharge - 3%	1,286	1,225	116	12	1,000	1,000
DCA Surcharge - 5%	362	354	175	58	300	300
CERT Surcharge - 10%	622	573	214	43	500	500
Street Lighting Maintenance	116,213	119,699	-	-	119,699	119,699
Information Systems Serv	-	1,425	825	34	2,400	2,400
<i>General Government</i>	<u>268,020</u>	<u>236,831</u>	<u>58,874</u>	<u>26</u>	<u>228,899</u>	<u>218,899</u>
Off-duty Detail - Fire	27,309	54,156	39,360	79	50,000	45,000
Other Fees & Svcs.	-	5,038	-	-	-	-
Hillsboro Fire Agreement	577,217	675,008	337,504	49	693,102	689,904
911 Reimbursement	41,497	48,719	20,300	42	48,720	47,000
Fire Inspection Fees	129,838	230,361	116,048	58	200,000	200,000
Bldg. Inspections - OT	7,540	7,770	9,490	158	6,000	2,000
Building Code Inspections	9,600	7,500	2,400	40	6,000	6,000
Bldg. Plan Review - OT	44,434	43,496	30,844	62	50,000	1,000
Fire Plan Review Fees	71,309	76,139	44,823	60	75,000	20,000
Lighthouse Point Inspections	294,328	234,884	118,916	54	220,000	168,000
Fire Interlocal Agmt - BSO	70,000	64,167	-	-	-	80,000
Fire Plan Review - OT	-	3,120	10,920	-	-	20,000
Fire Inspections - OT	-	260	4,160	-	-	6,000
Fire Inspections Penalties	-	950	650	-	-	1,500
Ambulance Service Fees	1,796,280	1,816,088	379,089	18	2,134,000	2,350,000
Abandoned Property Reg.	-	-	3,900	-	-	25,000
Towing Administrative Fees	18,300	15,300	7,125	45	16,000	20,000
<i>Public Safety</i>	<u>3,087,652</u>	<u>3,282,956</u>	<u>1,125,529</u>	<u>32</u>	<u>3,498,822</u>	<u>3,681,404</u>
Cemetery Fees	97,725	77,495	39,720	50	80,000	90,000
Lot Mowing/Board Up	-	409	-	-	1,000	2,000
<i>Garbage/Solid Waste</i>	<u>97,725</u>	<u>77,904</u>	<u>39,720</u>	<u>49</u>	<u>81,000</u>	<u>92,000</u>
Parking Meter Fees	1,230,440	1,222,528	523,880	44	1,200,000	1,150,000
Parking Agmt -Luna Rosa	-	15,871	6,871	-	-	18,000
Trolley Rental	1,365	1,627	345	29	1,200	1,000
<i>Transportation</i>	<u>1,231,805</u>	<u>1,240,026</u>	<u>531,096</u>	<u>44</u>	<u>1,201,200</u>	<u>1,169,000</u>
Program Activity Fees	74,031	618,381	229,137	32	725,000	587,000
Tennis Courts	11,774	16,183	9,435	47	20,000	20,000
Pier Restaurant Lease	49,260	49,260	28,735	58	49,260	-
Pier Merchandise Sales	125,990	128,123	65,025	54	120,000	123,000
Pier Admissions	251,578	250,307	132,031	51	260,000	237,000
Vending	-	1,015	515	-	-	-
Pier Parking	94,674	153,906	77,181	62	125,000	142,000
Pier Cabana Rentals	24,284	88,476	46,113	40	115,000	52,000
Beach Parking Permits	84,410	90,841	77,791	86	90,000	100,000
<i>Culture/Recreation</i>	<u>716,001</u>	<u>1,396,492</u>	<u>665,963</u>	<u>44</u>	<u>1,504,260</u>	<u>1,261,000</u>
TOTAL CHARGES FOR SVCS	<u>5,401,203</u>	<u>6,234,209</u>	<u>2,421,182</u>	<u>37</u>	<u>6,514,181</u>	<u>6,422,303</u>

GENERAL FUND
REVENUES BY CATEGORY AND SOURCE

	2006-07	2007-08	2008-09 Y-T-D Actual (Thru 3/31/09)	2008-09 Y-T-D %age	2008-09 Budget	2009-10 Budget
	Actual	Actual	Actual	%	Budget	Budget
FINES AND FORFEITS						
Court Fines	631,292	668,183	351,365	51	685,000	450,000
Beach Meter/Sticker Fine	220,450	271,899	127,250	51	250,000	250,000
Other Parking Fines	204,484	211,629	97,526	49	200,000	180,000
Notices of Infraction	8,026	4,328	3,598	80	4,500	1,500
Delinquent Fine Collection	93,250	24,680	13,575	54	25,000	25,000
Commercial Truck Inspection	61,299	74,875	38,927	56	70,000	45,000
Handicapped Violation Waiver	743	1,170	380	38	1,000	1,000
Code Violation Fines	46,598	27,030	15,497	44	35,000	35,000
False Alarm Code Violations	20,075	7,230	6,200	62	10,000	1,000
<i>Judgements & Fines</i>	<u>1,286,217</u>	<u>1,291,024</u>	<u>654,318</u>	<u>51</u>	<u>1,280,500</u>	<u>988,500</u>
Returned Check Charge	9,005	12,666	6,268	52	12,000	12,000
<i>Violations of Local Ordinances</i>	<u>9,005</u>	<u>12,666</u>	<u>6,268</u>	<u>52</u>	<u>12,000</u>	<u>12,000</u>
Bond Forfeiture	11,900	-	-	-	-	-
<i>Other Fines and Forfeits</i>	<u>11,900</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
TOTAL FINES AND FORFEITS	<u>1,307,122</u>	<u>1,303,690</u>	<u>660,586</u>	<u>51</u>	<u>1,292,500</u>	<u>1,000,500</u>
MISCELLANEOUS REVENUE						
Interest on Investments	1,030,716	519,391	50,328	8	600,000	500,000
Interest on Ad Valorem Tax	144,504	91,089	31	-	100,000	100,000
Interest on Idle Cash	37,949	107,821	110,299	130	85,000	85,000
<i>Interest Earnings</i>	<u>1,213,169</u>	<u>718,301</u>	<u>160,658</u>	<u>20</u>	<u>785,000</u>	<u>685,000</u>
Fire Protection Assessment	3,767,989	6,081,708	5,040,101	80	6,283,180	6,300,000
Public Safety Impact Fee	176,353	151,874	-	-	-	-
<i>Special Assessments</i>	<u>3,944,342</u>	<u>6,233,582</u>	<u>5,040,101</u>	<u>80</u>	<u>6,283,180</u>	<u>6,300,000</u>
Sale of Land	4,700	-	-	-	-	-
Surplus Furniture/Equip Sales	-	-	-	-	5,000	5,000
<i>Sales/Comp Loss of Fixed Assets</i>	<u>4,700</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>5,000</u>	<u>5,000</u>
Sale of Used Vehicles	12,144	26,268	8,544	57	15,000	15,000
Sale of Surplus Inventory	-	257	257	-	-	-
<i>Sale Surplus Mat'l/Scrap</i>	<u>12,144</u>	<u>26,525</u>	<u>8,801</u>	<u>59</u>	<u>15,000</u>	<u>15,000</u>
Deerfield Beach Products	886	418	237	47	500	-
Deerfield Bottled Water	2,513	8	8	-	-	-
Beach Blowout	20,340	-	-	-	-	-
Firefighter Combat Challenge	400	-	-	-	-	-
Mondo Ice	1,500	1,996	-	-	-	-
Beach Police Detail	7,875	-	-	-	-	-
Spec Event Sponsorships	-	7,592	-	-	-	-
Miscellaneous Donations	2,419	-	-	-	-	-
<i>Contribution From Private Sources</i>	<u>35,933</u>	<u>10,014</u>	<u>245</u>	<u>49</u>	<u>500</u>	<u>-</u>
Administrative Fee - Utility	2,143,082	1,688,793	844,397	56	1,509,511	1,662,016
Administrative Fee - Solid Waste	887,220	766,553	383,276	50	766,553	894,145
Administrative Fee - CRA	43,979	36,089	18,045	55	32,955	66,701
Other Miscellaneous Revenue	24,657	9,768	4,657	-	-	-
Lawsuit Proceeds	3,767	7	7	-	-	-
<i>Other Miscellaneous Revenues</i>	<u>3,102,705</u>	<u>2,501,210</u>	<u>1,250,382</u>	<u>54</u>	<u>2,309,019</u>	<u>2,622,862</u>
TOTAL MISC REVENUES	<u>8,312,993</u>	<u>9,489,632</u>	<u>6,460,187</u>	<u>69</u>	<u>9,397,699</u>	<u>9,627,862</u>

GENERAL FUND
REVENUES BY CATEGORY AND SOURCE

	2006-07 Actual	2007-08 Actual	2008-09 Y-T-D Actual (Thru 3/31/09)	2008-09 Y-T-D %age	2008-09 Budget	2009-10 Budget
NON-REVENUES						
CRA Fund	682,339	679,921	280,161	41	681,317	688,824
CDBG Fund	121,823	147,854	-	-	147,780	148,538
SHIP Fund	110,152	21,082	-	-	66,840	5,681
State Revenue Sharing Fund	1,493,408	1,361,220	581,961	39	1,475,916	-
Franchise Fees Fund	6,983,852	5,361,848	1,898,624	36	5,292,732	-
Special Activiteis FD 199	87,261	-	-	-	-	-
Arboretum	20,000	-	-	-	-	-
Parks & Rec. Grants	-	68,510	-	-	-	-
<i>Interfund Transfers</i>	<u>9,498,835</u>	<u>7,640,435</u>	<u>2,760,746</u>	<u>36</u>	<u>7,664,585</u>	<u>843,043</u>
Cash Carryover - Prior Year	-	-	-	-	8,717,068	9,126,927
Capital Lease Proceeds	<u>345,825</u>	<u>368,108</u>	<u>245,000</u>	<u>25</u>	<u>995,391</u>	<u>261,100</u>
<i>Other Non-revenues</i>	<u>345,825</u>	<u>368,108</u>	<u>245,000</u>	<u>3</u>	<u>9,712,459</u>	<u>9,388,027</u>
TOTAL NON-REVENUES	<u>9,844,660</u>	<u>8,008,543</u>	<u>3,005,746</u>	<u>17</u>	<u>17,377,044</u>	<u>10,231,070</u>
TOTAL GENERAL FUND	<u>80,715,445</u>	<u>75,034,358</u>	<u>50,198,988</u>	<u>62</u>	<u>81,598,597</u>	<u>80,912,369</u>

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

DEPARTMENT	ESTIMATED EXPENDITURES 2008-09	ESTIMATED EXPENDITURES 2009-10	DOLLAR CHANGE	PERCENTAGE CHANGE	PAGE REFERENCE
City commission	307,543	311,672	4,129	1.3%	33
City manager	389,755	633,026	243,271	62.4%	36
City clerk					
<i>Administration</i>	350,025	355,573	5,548	1.6%	43
<i>Elections</i>	111,830	-	(111,830)	0.0%	43
City attorney	532,500	532,500	-	0.0%	46
Central services	534,000	521,500	(12,500)	-2.3%	48
Management & budget					
<i>Finance/IS</i>	2,505,850	2,234,889	(270,961)	-10.8%	55
<i>Purchasing</i>	330,240	323,981	(6,259)	-1.9%	58
<i>Equipment maintenance</i>	175,000	135,000	(40,000)	-22.9%	60
Human resources	543,759	372,010	(171,749)	-31.6%	70
Planning & growth mgmt					
<i>Planning</i>	686,745	651,243	(35,502)	-5.2%	77
<i>Community Development</i>	279,230	367,260	88,030	31.5%	79
<i>Bldg & Inspection Svcs</i>	2,125,435	1,902,349	(223,086)	-10.5%	82
Police/BSO					
<i>Police services</i>	19,921,618	20,873,426	951,808	4.8%	85
<i>School crossing guard</i>	311,195	280,564	(30,631)	-9.8%	87
<i>Parking authority</i>	141,315	102,849	(38,466)	-27.2%	89
Fire/rescue	20,581,046	20,639,968	58,922	0.3%	100
Public works					
<i>Administration</i>	512,595	470,600	(41,995)	-8.2%	115
<i>Facilities maintenance</i>	3,961,815	3,699,738	(262,077)	-6.6%	117
<i>Fleet maintenance</i>	1,696,450	1,507,593	(188,857)	-11.1%	120
<i>Grounds maintenance</i>	2,781,755	3,028,899	247,144	8.9%	123
Parks and recreation					
<i>Administration</i>	1,146,410	874,704	(271,706)	-23.7%	139
<i>Recreation</i>	4,092,356	4,068,334	(24,022)	-0.6%	141
<i>Parks</i>	2,412,965	2,278,726	(134,239)	-5.6%	144
<i>Municipal pier</i>	386,090	366,730	(19,360)	-5.0%	146
Non-departmental	9,951,306	9,706,154	(245,152)	-2.5%	148
Community participation	210,608	181,325	(29,283)	-13.9%	150
Debt service	4,619,161	4,491,756	(127,405)	-2.8%	152
TOTAL	<u>81,598,597</u>	<u>80,912,369</u>	<u>(686,228)</u>	<u>-0.8%</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.

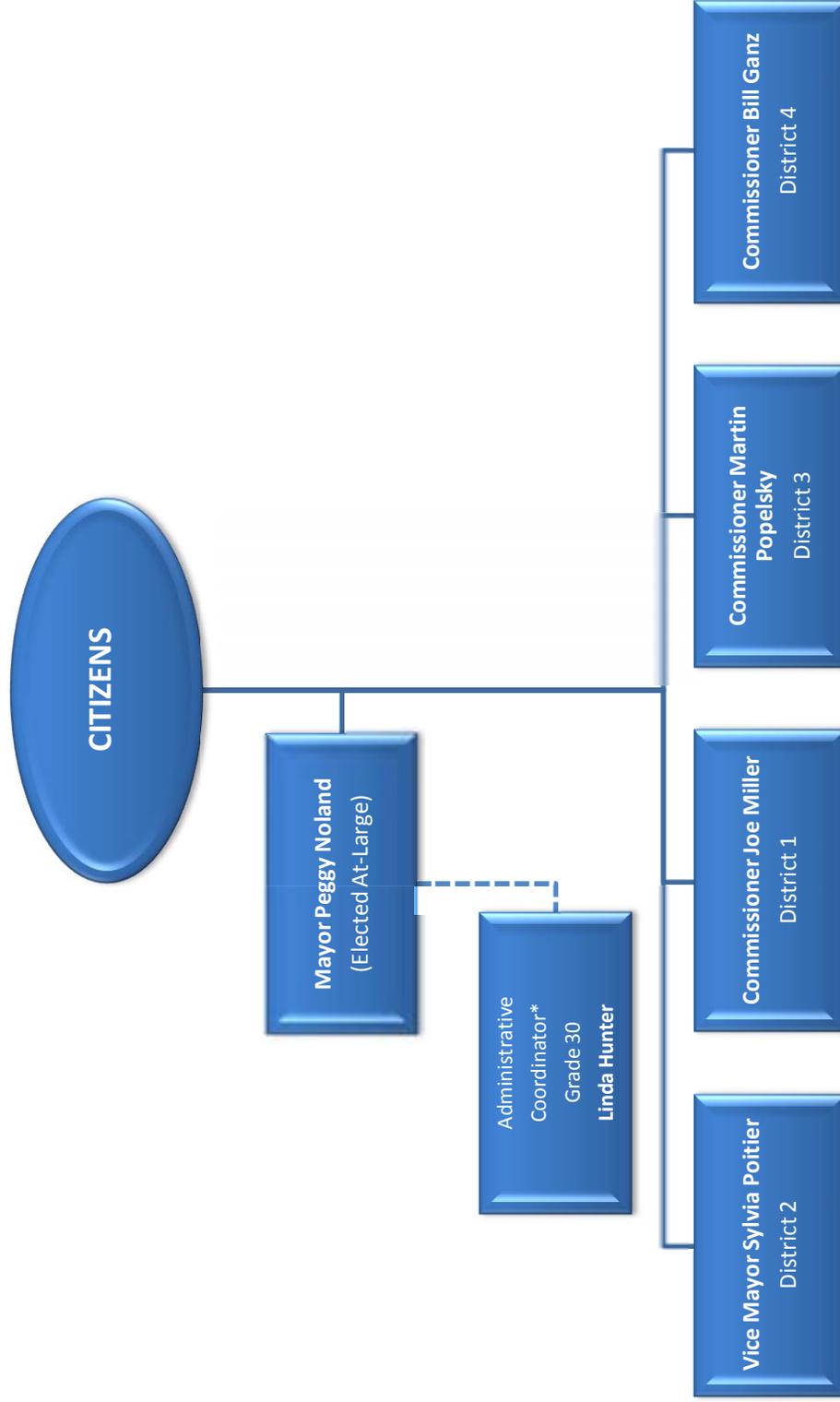
PERSONNEL SUMMARY

<u>Grade</u>	<u>Position/Title</u>	<u>07/08</u>	<u>08/09</u>	<u>09/10</u>
	Mayor	1	1	1
	Vice Mayor/Commissioner	1	1	1
	Commissioner	3	3	3
30	Administrative Coordinator	<u>1</u>	<u>1</u>	<u>1</u>
	Total	<u>6</u>	<u>6</u>	<u>6</u>

EXPENDITURE SUMMARY

	<u>Actual</u> <u>06/07</u>	<u>Actual</u> <u>07/08</u>	<u>Budget</u> <u>08/09</u>	<u>Budget</u> <u>09/10</u>
Personal services	\$ 222,913	\$ 243,005	\$ 265,543	\$ 282,672
Operating expenditures	<u>25,342</u>	<u>17,157</u>	<u>42,000</u>	<u>29,000</u>
Total	<u>\$ 248,255</u>	<u>\$ 260,162</u>	<u>\$ 307,543</u>	<u>\$ 311,672</u>

City Commission Organization Chart



*This position supports the mayor and all commissioners.

**GENERAL FUND
EXPENDITURES BY OBJECT**

CITY COMMISSION			2008-09			2009-10
	2006-07	2007-08	Y-T-D Actual (Thru 3/31/09)	2008-09 Y-T-D %age	2008-09 Budget	2009-10 Adopted Budget
<u>Account Description</u>						
Regular Salary	170,949	182,032	76,490	36	212,943	214,508
Overtime	732	424	-	-	-	-
Longevity	3,643	6,030	2,775	39	7,045	7,173
<i>Salaries & Wages</i>	<u>175,324</u>	<u>188,486</u>	<u>79,265</u>	<u>36</u>	<u>219,988</u>	<u>221,681</u>
FICA	13,019	13,926	5,996	36	16,810	16,938
<i>Payroll Taxes</i>	<u>13,019</u>	<u>13,926</u>	<u>5,996</u>	<u>36</u>	<u>16,810</u>	<u>16,938</u>
Non-uniformed Pension Plan	12,751	18,778	2,923	50	5,845	18,856
Florida Retirement System	21,819	21,815	9,452	41	22,900	25,197
<i>Pension Contributions</i>	<u>34,570</u>	<u>40,593</u>	<u>12,374</u>	<u>43</u>	<u>28,745</u>	<u>44,053</u>
Pager Rental	354	-	-	-	-	-
<i>Communication Services</i>	<u>354</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Office Supplies	9,039	4,657	1,074	18	6,000	4,000
Minor Equip, Tools & Hdwe	2,870	2,760	358	12	3,000	1,000
Other Commodities	2,904	1,569	278	5	6,000	2,000
<i>Materials and Supplies</i>	<u>14,813</u>	<u>8,986</u>	<u>1,709</u>	<u>11</u>	<u>15,000</u>	<u>7,000</u>
Travel and Training	9,170	8,082	985	4	25,000	20,000
Hospitality Expense	1,005	89	1,149	57	2,000	2,000
<i>Other Operating Expenditures</i>	<u>10,175</u>	<u>8,171</u>	<u>2,134</u>	<u>8</u>	<u>27,000</u>	<u>22,000</u>
TOTAL CITY COMMISSION	<u>248,255</u>	<u>260,162</u>	<u>101,480</u>	<u>33</u>	<u>307,543</u>	<u>311,672</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.

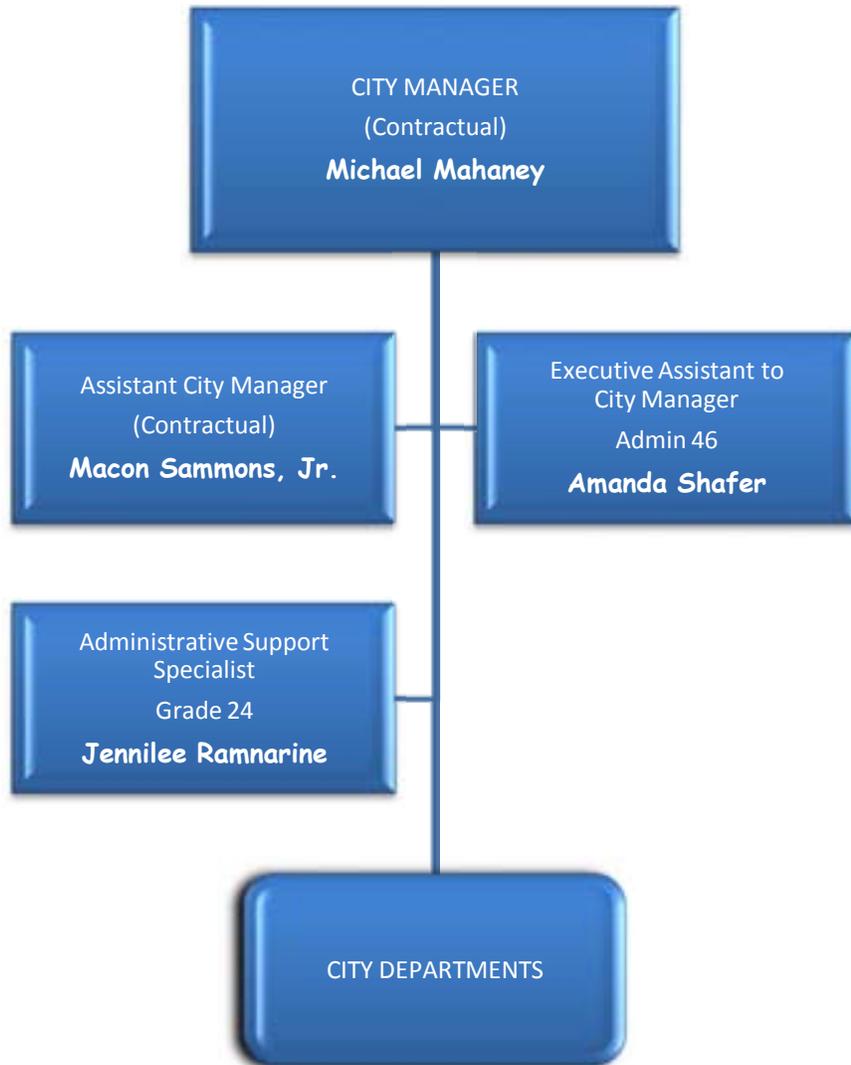
PERSONNEL SUMMARY

<u>Grade</u>	<u>Position/Title</u>	<u>07/08</u>	<u>08/09</u>	<u>09/10</u>
	City Manager	1	1	1
	Assistant City Manager	1	1	1
46	Executive Assistant to City Manager	1	1	1
28	Senior Executive Secretary	1	0	0
24	Administrative Support Specialist	<u>0</u>	<u>1</u>	<u>1</u>
	Total	<u>4</u>	<u>4</u>	<u>4</u>

EXPENDITURE SUMMARY

	<u>Actual</u> <u>06/07</u>	<u>Actual</u> <u>07/08</u>	<u>Budget</u> <u>08/09</u>	<u>Budget</u> <u>09/10</u>
Personal services	\$ 467,062	\$ 267,531	\$ 373,205	\$ 614,626
Operating expenditures	203,868	7,785	16,550	18,400
Capital outlay	-	<u>34,678</u>	-	-
Total	<u>\$ 670,930</u>	<u>\$ 309,994</u>	<u>\$ 389,755</u>	<u>\$ 633,026</u>

Office of the City Manager Organization Chart



**GENERAL FUND
EXPENDITURES BY OBJECT**

CITY MANAGER	2006-07	2007-08	2008-09 Y-T-D Actual (Thru 3/31/09)	2008-09 Y-T-D %age	2008-09 Budget	2009-10 Adopted Budget
	Actual	Actual				
<u>Account Description</u>						
Regular Salary	397,223	228,890	107,943	34	312,940	490,756
Overtime	153	-	-	-	-	-
Longevity	5,394	-	-	-	-	-
Sick Leave Conversion Pay	3,584	715	4,193	60	7,000	7,500
Moving/Housing Allowance	-	-	-	-	-	30,000
<i>Salaries & Wages</i>	<u>406,354</u>	<u>229,605</u>	<u>112,137</u>	<u>35</u>	<u>319,940</u>	<u>528,256</u>
FICA	23,525	12,939	5,807	24	24,495	40,434
<i>Payroll Taxes</i>	<u>23,525</u>	<u>12,939</u>	<u>5,807</u>	<u>24</u>	<u>24,495</u>	<u>40,434</u>
Nonuniformed Pension Plan	10,214	-	-	-	-	-
ICMA Pension Plan	17,512	4,382	2,089	29	7,170	23,936
ICMA Pension Plan - City Mgr	9,457	20,605	9,820	45	21,600	22,000
<i>Pension Contributions</i>	<u>37,183</u>	<u>24,987</u>	<u>11,909</u>	<u>41</u>	<u>28,770</u>	<u>45,936</u>
Other Contractual Services	179,895	307	502	-	-	-
<i>Other Contractual Services</i>	<u>179,895</u>	<u>307</u>	<u>502</u>	<u>-</u>	<u>-</u>	<u>-</u>
Pager Rental	51	-	-	-	-	-
<i>Communication Services</i>	<u>51</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Office Supplies	5,636	920	487	16	3,000	3,000
Professional Publications	40	370	-	-	500	500
Minor Equip, Tools & Hdwe	7,500	2,430	-	-	2,000	2,000
<i>Materials and Supplies</i>	<u>13,176</u>	<u>3,720</u>	<u>487</u>	<u>9</u>	<u>5,500</u>	<u>5,500</u>
Rent of Equipment	1,410	432	-	-	600	-
Copier Lease	1,796	1,870	995	43	2,300	2,400
<i>Rentals and Leases</i>	<u>3,206</u>	<u>2,302</u>	<u>995</u>	<u>34</u>	<u>2,900</u>	<u>2,400</u>
Travel and Training	5,135	(394)	60	2	2,650	5,000
Printing	1,715	-	20	4	500	500
Dues & Memberships	690	1,850	2,128	43	5,000	5,000
<i>Other Operating Expenditures</i>	<u>7,540</u>	<u>1,456</u>	<u>2,208</u>	<u>27</u>	<u>8,150</u>	<u>10,500</u>
Automotive Equipment	-	34,678	-	-	-	-
<i>Capital Outlay</i>	<u>-</u>	<u>34,678</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
TOTAL CITY MANAGER	<u>670,930</u>	<u>309,994</u>	<u>134,045</u>	<u>34</u>	<u>389,755</u>	<u>633,026</u>

City Clerk

DEPARTMENT DESCRIPTION

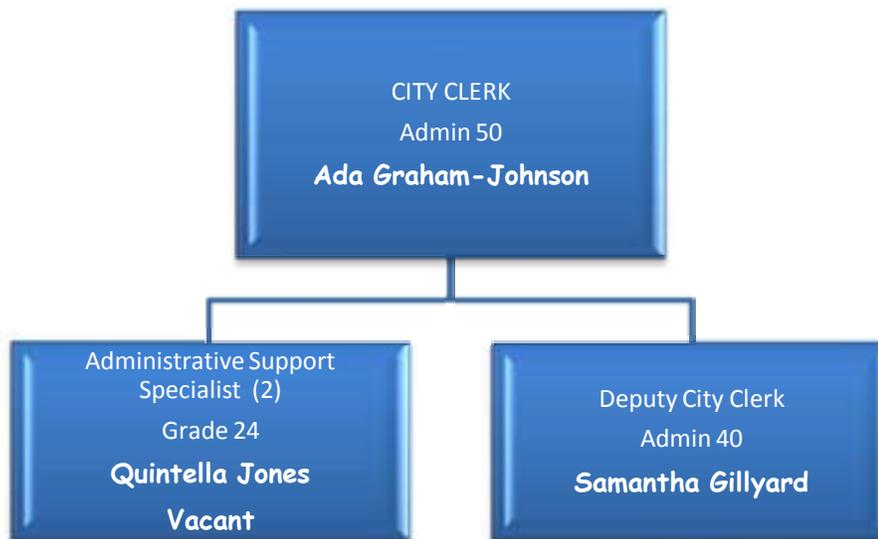
The Office of the City Clerk is dedicated to the proper function of government and, as such, is committed to effective legislative processes, information management, and the continued preservation of City policies and actions. The City Clerk's mission is to provide quality and friendly services to its 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

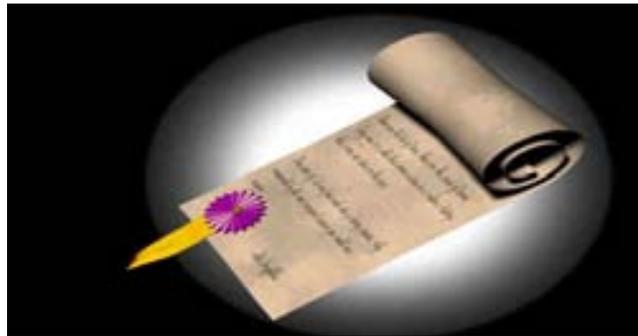


**DEPARTMENT:
CITY CLERK**



DEPARTMENT/DIVISION GOALS,
OBJECTIVES, & MEASUREMENTS –
FY2009

**CITY GOAL#3
SUPERIOR CUSTOMER
SERVICE**



DEPARTMENT GOALS	DEPARTMENT OBJECTIVES	DEPARTMENT MEASUREMENTS	FY 08 (actual)	FY 09 (estimate)	FY 10 (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	19,402	13,000	17,000
		- # of folders purged and reorganized	1,416	1,200	1,300
	Transcribe City Commission/ Board minutes	- # of minutes transcribed	48	45	55
	Maintain warehouse and storage facility containing the city's records to include organization, retrieval, and destruction.	- # of boxes destroyed	219	75	50
		- # of files retrieved	17	25	20
	Recording and certifying documents	- # of documents recorded certified	164	210	215
Represent the City and the City Commission in all transactions with the Supervisor of Elections pertaining to municipal elections.	Administer 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	Respond 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 08 (actual)	FY 09 (estimate)	FY 10 (budget)
Encourage Employee Development and Training	Cross-train all Departmental employees, 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. - How many?	100% 4	100% 4	100% 4

CITY GOAL#9
EFFECTIVELY COMMUNICATE AMONG ALL LEVELS OF THE ORGANIZATION & WITH THE PUBLIC

DEPARTMENT GOALS	DEPARTMENT OBJECTIVES	DEPARTMENT MEASUREMENTS	FY 08 (actual)	FY 09 (estimate)	FY 10 (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	6	9	9
	To assure contracts / agreements are executed and returned by other agencies and imaged	- % of contracts / agreements executed and imaged.	94%	97%	98%
	Advertised notice of public hearings, bids, advisory board/committee meetings	- # of notices advertised	213	230	250
	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	55	58	61

Administration Division

PERSONNEL SUMMARY

<u>Grade</u>	<u>Position/Title</u>	<u>07/08</u>	<u>08/09</u>	<u>09/10</u>
50	City Clerk	1	1	1
40	Deputy City Clerk	1	1	1
24	Administrative Support Specialist	<u>2</u>	<u>1.5</u>	<u>2</u>
	Total	<u>4</u>	<u>3.5</u>	<u>4</u>

EXPENDITURE SUMMARY

	<u>Actual 06/07</u>	<u>Actual 07/08</u>	<u>Budget 08/09</u>	<u>Budget 09/10</u>
Personal services	\$ 312,628	\$ 257,010	\$ 264,400	\$ 271,948
Operating expenditures	<u>89,062</u>	<u>65,086</u>	<u>85,625</u>	<u>83,625</u>
Total	<u>\$ 401,690</u>	<u>\$ 322,096</u>	<u>\$ 350,025</u>	<u>\$ 355,573</u>

Elections Division

EXPENDITURE SUMMARY

	<u>Actual 06/07</u>	<u>Actual 07/08</u>	<u>Budget 08/09</u>	<u>Budget 09/10</u>
Operating expenditures	\$ 94,443	\$ 9,800	\$ 111,830	\$ -
Total	<u>\$ 94,443</u>	<u>\$ 9,800</u>	<u>\$ 111,830</u>	<u>\$ -</u>

**GENERAL FUND
EXPENDITURES BY OBJECT**

CITY CLERK Administration	2008-09					
	2006-07	2007-08	Y-T-D Actual (Thru 3/31/09)	2008-09 Y-T-D %age	2008-09 Budget	2009-10 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	265,348	219,648	103,954	47	221,920	228,000
Overtime	1,376	536	744	-	-	1,000
Longevity	2,539	1,855	859	43	2,000	1,986
Sick Leave Conversion Pay	3,337	1,666	413	9	4,500	4,000
<i>Salaries & Wages</i>	<u>272,600</u>	<u>223,705</u>	<u>105,971</u>	<u>46</u>	<u>228,420</u>	<u>234,986</u>
FICA	19,787	15,409	7,960	46	17,490	16,961
<i>Payroll Taxes</i>	<u>19,787</u>	<u>15,409</u>	<u>7,960</u>	<u>46</u>	<u>17,490</u>	<u>16,961</u>
ICMA Pension Plan	20,241	17,896	8,478	46	18,490	20,001
<i>Pension Contributions</i>	<u>20,241</u>	<u>17,896</u>	<u>8,478</u>	<u>46</u>	<u>18,490</u>	<u>20,001</u>
Codification	7,753	10,197	4,613	37	12,500	12,500
Other Contractual Services	8,727	371	230	2	13,500	13,500
<i>Other Contractual Services</i>	<u>16,480</u>	<u>10,568</u>	<u>4,842</u>	<u>19</u>	<u>26,000</u>	<u>26,000</u>
Pager Rental	16	-	-	-	-	-
<i>Communication Services</i>	<u>16</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Office Supplies	1,957	2,093	640	43	1,500	1,500
Word Processing Supplies	-	-	-	-	150	150
Professional Publications	400	225	225	129	175	175
Minor Equip, Tools & Hdwe	2,649	-	-	-	3,200	1,200
Volunteer Board Luncheon	1,891	-	-	-	500	500
Other Commodities	26,825	10,800	7,200	47	15,200	15,200
<i>Materials and Supplies</i>	<u>33,722</u>	<u>13,118</u>	<u>8,065</u>	<u>39</u>	<u>20,725</u>	<u>18,725</u>
Printing	1,815	-	-	-	200	200
Advertising	35,719	39,417	9,768	28	35,000	35,000
Recording Fees	664	1,355	1,055	42	2,500	2,500
Dues & Memberships	646	628	298	25	1,200	1,200
<i>Other Operating Expenditures</i>	<u>38,844</u>	<u>41,400</u>	<u>11,120</u>	<u>29</u>	<u>38,900</u>	<u>38,900</u>
Total City Clerk - Admin	<u>401,690</u>	<u>322,096</u>	<u>146,436</u>	<u>42</u>	<u>350,025</u>	<u>355,573</u>

**GENERAL FUND
EXPENDITURES BY OBJECT**

CITY CLERK Elections	2008-09					
	2006-07 Actual	2007-08 Actual	Y-T-D Actual (Thru 3/31/09)	2008-09 Y-T-D %age	2008-09 Budget	2009-10 Adopted Budget
<u>Account Description</u>						
Overtime	3,337	-	-	-	-	-
Salaries & Wages	3,337	-	-	-	-	-
FICA	19,787	-	-	-	-	-
Payroll Taxes	19,787	-	-	-	-	-
Poll Workers Fees	45,820	-	38,579	75	51,380	-
Other Contractual Services	39,276	9,800	-	-	38,000	-
Other Contractual Services	85,096	9,800	38,579	43	89,380	-
Printing	1,771	-	-	-	11,650	-
Delivery of Equipment	-	-	-	-	1,400	-
Advertising	7,576	-	7,189	76	9,400	-
Other Operating Expenditures	9,347	-	7,189	32	22,450	-
Total City Clerk - Elections	94,443	9,800	45,767	41	111,830	-
TOTAL CITY CLERK	496,133	331,896	192,203	42	461,855	355,573

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

	Actual <u>06/07</u>	Actual <u>07/08</u>	Budget <u>08/09</u>	Budget <u>09/10</u>
Operating expenditures	\$ 664,766	\$ 571,563	\$ 532,500	\$ 532,500

**GENERAL FUND
EXPENDITURES BY OBJECT**

CITY ATTORNEY	2008-09					
	2006-07	2007-08	Y-T-D	2008-09	2008-09	2009-10
<u>Account Description</u>	<u>Actual</u>	<u>Actual</u>	<u>Actual</u>	<u>Y-T-D</u>	<u>Budget</u>	<u>Adopted</u>
			(Thru 3/31/09)	%age		Budget
Reimbursement for Pension	44,000	45,000	46,000	100	46,000	46,000
<i>Pension Contributions</i>	<u>44,000</u>	<u>45,000</u>	<u>46,000</u>	<u>100</u>	<u>46,000</u>	<u>46,000</u>
Lien/Real Estate Services	9,503	13,477	3,862	59	6,500	6,500
Legal Services	<u>370,000</u>	<u>380,000</u>	<u>382,000</u>	<u>97</u>	<u>392,000</u>	<u>390,000</u>
<i>Professional Services</i>	<u>379,503</u>	<u>393,477</u>	<u>385,862</u>	<u>97</u>	<u>398,500</u>	<u>396,500</u>
Litigation Costs	5,472	66,080	23,650	108	22,000	22,000
Special Legal Services	199,077	35,592	19,053	38	50,000	40,000
Labor Negotiations Services	18,109	2,072	3,380	-	-	-
Labor Counsel	-	-	-	-	-	10,000
<i>Other Contractual Services</i>	<u>222,658</u>	<u>103,744</u>	<u>46,084</u>	<u>64</u>	<u>72,000</u>	<u>72,000</u>
Office Supplies	67	41	-	-	-	-
Professional Publications	<u>18,538</u>	<u>29,301</u>	<u>12,168</u>	<u>76</u>	<u>16,000</u>	<u>18,000</u>
<i>Materials and Supplies</i>	<u>18,605</u>	<u>29,342</u>	<u>12,168</u>	<u>76</u>	<u>16,000</u>	<u>18,000</u>
TOTAL CITY ATTORNEY	<u>664,766</u>	<u>571,563</u>	<u>490,113</u>	<u>92</u>	<u>532,500</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>06/07</u>	Actual <u>07/08</u>	Budget <u>08/09</u>	Budget <u>09/10</u>
Operating expenditures	<u>\$ 508,875</u>	<u>\$ 485,997</u>	<u>\$ 534,000</u>	<u>\$ 521,500</u>

**GENERAL FUND
EXPENDITURES BY OBJECT**

CENTRAL SERVICES	2008-09					
	2006-07	2007-08	Y-T-D	2008-09	2008-09	2009-10
<u>Account Description</u>	<u>Actual</u>	<u>Actual</u>	<u>Actual</u>	<u>Y-T-D</u>	<u>Budget</u>	<u>Adopted</u>
			<u>(Thru 3/31/09)</u>	<u>%age</u>		<u>Budget</u>
Telephone and Telegraph	184,537	194,904	110,298	51	215,000	225,000
SUNCOM Network Charges	1,856	848	-	-	2,000	-
Cellular Phone Service	128,720	111,159	37,284	34	110,000	110,000
Postage	103,896	102,273	54,552	45	120,000	120,000
Telephone Equipment/Repair	26,775	22,792	8,040	32	25,000	25,000
Internet Service	15,777	8,568	679	4	18,500	-
<i>Communication Services</i>	<u>461,561</u>	<u>440,544</u>	<u>210,854</u>	<u>43</u>	<u>490,500</u>	<u>480,000</u>
Duplicating Supplies	17,320	13,576	8,621	43	20,000	22,000
Office Supplies	1,854	311	214	21	1,000	2,000
Minor Equip, Tools & Hdwe	-	-	65	-	-	-
<i>Materials and Supplies</i>	<u>19,174</u>	<u>13,887</u>	<u>8,901</u>	<u>42</u>	<u>21,000</u>	<u>24,000</u>
Copier Lease	5,576	5,580	2,179	29	7,500	7,500
Storage Facility Rental	4,053	1,512	-	-	-	-
<i>Rentals and Leases</i>	<u>9,629</u>	<u>7,092</u>	<u>2,179</u>	<u>29</u>	<u>7,500</u>	<u>7,500</u>
Printing	18,511	2,192	2,558	17	15,000	10,000
<i>Other Operating Expenditures</i>	<u>18,511</u>	<u>2,192</u>	<u>2,558</u>	<u>17</u>	<u>15,000</u>	<u>10,000</u>
Buildings	-	22,282	-	-	-	-
<i>Capital Outlay</i>	<u>-</u>	<u>22,282</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
TOTAL CENTRAL SERVICES	<u>508,875</u>	<u>485,997</u>	<u>224,492</u>	<u>42</u>	<u>534,000</u>	<u>521,500</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 of 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.

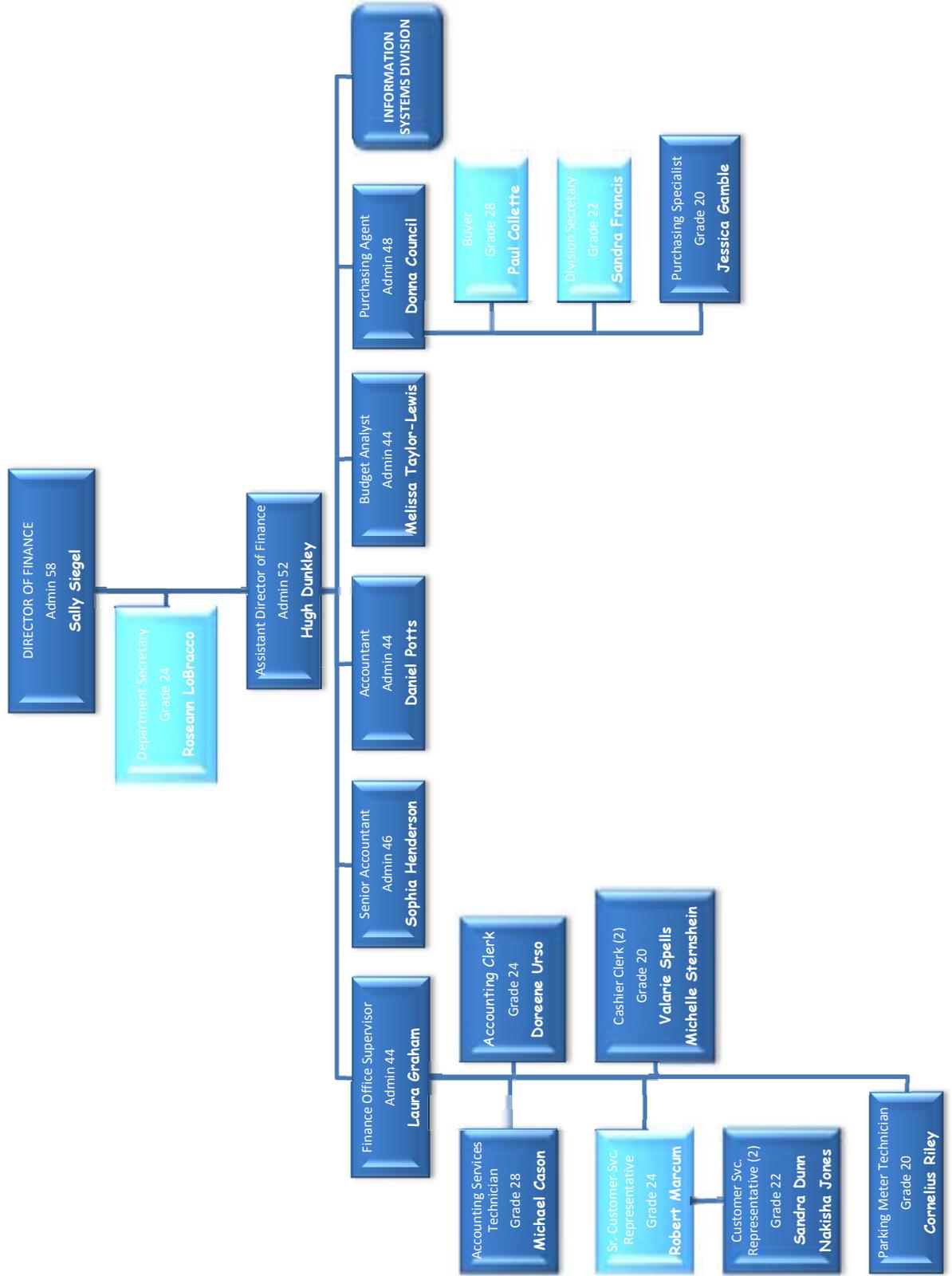
The information systems division provides technological services to all City departments. The division manages an IBM AS400 mainframe system as well as a windows-based network environment with 30 servers and 225 personal computers. The City uses Multi Protocol Label Switching (MPLS) as its primary data communications mechanism at all major facilities. The MPLS consists of fiber and T1 connections. The information systems staff also procures and maintains software and assists in the selection of vendor-supported systems. Software applications used by City staff include accounting, payroll, utility billing, GIS land management, building permits, occupational licenses, fire inspections, alarm permits, EMS, point-of-sale, word processing, purchasing/inventory, risk master and fleet maintenance. The City also offers E-gov services such as online recreational class registration, utility/garbage bill payment, and building inspections.

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.

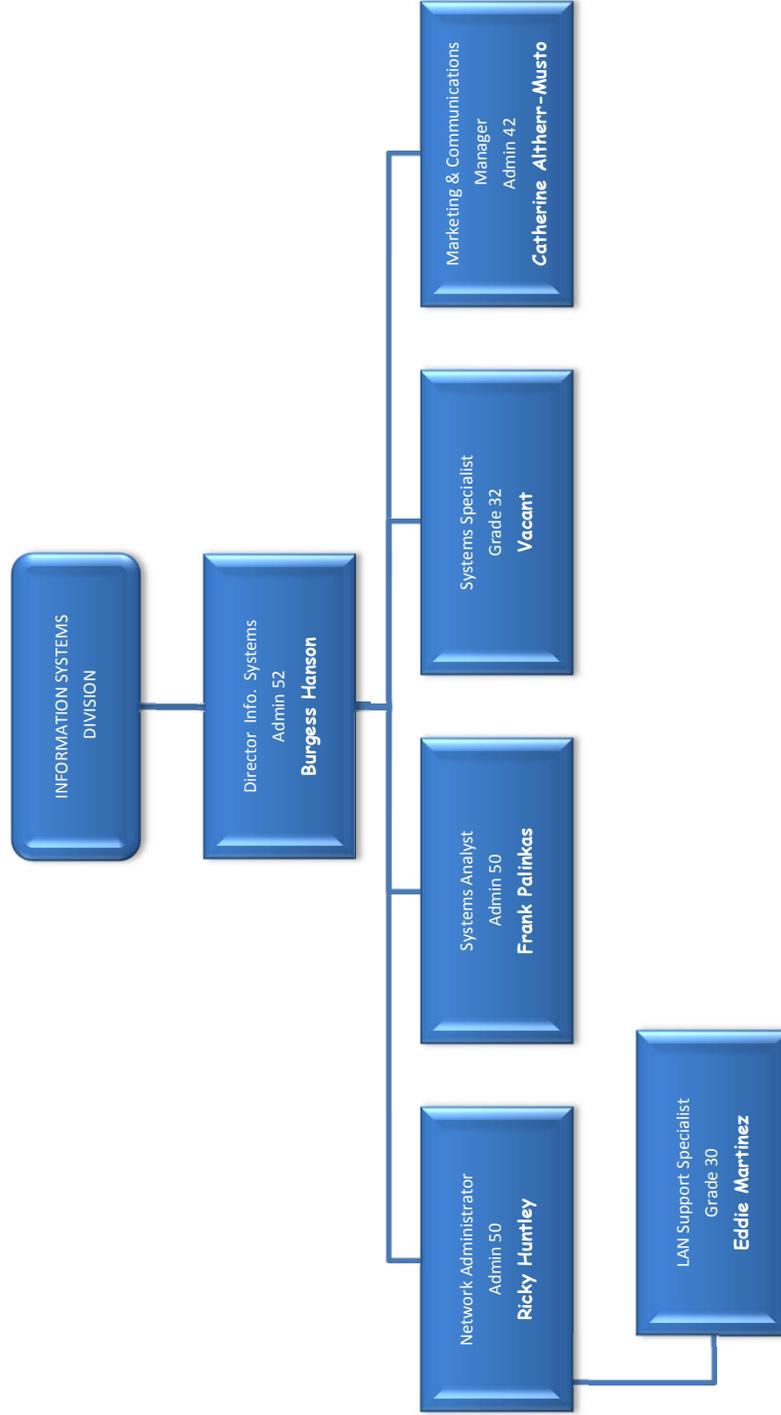
DEPARTMENT GOALS

- 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



Management & Budget Department Organization Chart (Continued)



DEPARTMENT: MANAGEMENT AND BUDGET



DEPARTMENT/DIVISION GOALS, OBJECTIVES, & MEASUREMENTS- FY2010

CITY GOAL#3
SUPERIOR CUSTOMER SERVICE



DEPARTMENT GOALS	DEPARTMENT OBJECTIVES	DEPARTMENT MEASUREMENTS	FY 08 (actual)	FY 09 (estimate)	FY 10 (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%	96%	96%
	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 750 employees	- % of checks processed on time	100%	100%	100%
		- # of payroll checks processed	19,512	18,402	19,500
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	5	3	0
		- % of inspections	225	225	225
		- # of training hours devoted to IS staff	225	225	150
	Provide quality customer service to end-users of the City's various information systems	# of service calls	2,000	1,800	1,800

CITY GOAL#6
FINANCIAL HEALTH OF THE CITY

DEPARTMENT: MANAGEMENT AND BUDGET

DEPARTMENT GOALS	DEPARTMENT OBJECTIVES	DEPARTMENT MEASUREMENTS	FY 08 (actual)	FY 09 (estimate)	FY 10 (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	52	65	55
		# of informal quotations obtained	405	450	450
		# of new vendors added	477	600	600
		# of Southeast Florida Governmental Purchasing Cooperative contracts executed	89	94	100
	Review adherence to contracts by vendors	# of contracts/agreements reviewed/audited for compliance	59	72	72
		# of tow slips audited	1,065	1,100	1,100
	Prepare a Comprehensive Annual Financial Report in accordance with all accepted practices in principles	- # 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	91%	91%	87%	

CITY GOAL#8
EMPLOYEE DEVELOPMENT AND SATISFACTION

DEPARTMENT GOALS	DEPARTMENT OBJECTIVES	DEPARTMENT MEASUREMENTS	FY 08 (actual)	FY 09 (estimate)	FY 10 (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	18	18
		- # of hours devoted to training	335	300	256

Finance/Information Systems Division

PERSONNEL SUMMARY

<u>Grade</u>	<u>Position/Title</u>	<u>07/08</u>	<u>08/09</u>	<u>09/10</u>
58	Director of Finance	1	1	1
52	Assistant Finance Director	1	1	1
50	Finance Division Chief	1	1	0
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
52	Division Director of Information Systems	1	1	1
50	Systems Analyst	1	1	1
50	Network Administrator	1	1	1
42	Marketing & Communications Manager	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>0</u>
	Total	<u>20</u>	<u>20</u>	<u>18</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</u> <u>06/07</u>	<u>Actual</u> <u>07/08</u>	<u>Budget</u> <u>08/09</u>	<u>Budget</u> <u>09/10</u>
Personal services	\$ 1,280,749	\$ 1,389,844	\$ 1,596,450	\$ 1,573,889
Operating expenditures	673,969	606,683	909,400	661,000
Capital outlay	-	4,951	-	-
Total	<u>\$ 1,954,718</u>	<u>\$ 2,001,478</u>	<u>\$ 2,505,850</u>	<u>\$ 2,234,889</u>

**GENERAL FUND
EXPENDITURES BY OBJECT**

MANAGEMENT & BUDGET Finance/Information Systems Division			2008-09			2009-10
	2006-07	2007-08	Y-T-D Actual (Thru 3/31/09)	2008-09 Y-T-D %age	2008-09 Budget	2009-10 Adopted Budget
<u>Account Description</u>	<u>Actual</u>	<u>Actual</u>				
Regular Salary	1,062,003	1,150,211	517,574	39	1,312,810	1,278,329
Overtime	303	278	-	-	-	-
Longevity	32,282	38,938	19,498	42	46,720	53,385
Sick Leave Conversion Pay	17,579	17,619	20,200	92	22,000	22,000
Clothing Allowance	-	-	-	-	-	400
<i>Salaries & Wages</i>	<u>1,112,167</u>	<u>1,207,046</u>	<u>557,272</u>	<u>40</u>	<u>1,381,530</u>	<u>1,354,114</u>
FICA	79,608	86,234	39,155	37	105,750	107,678
<i>Payroll Taxes</i>	<u>79,608</u>	<u>86,234</u>	<u>39,155</u>	<u>37</u>	<u>105,750</u>	<u>107,678</u>
ICMA Pension Plan	88,974	96,564	44,582	41	109,170	112,097
<i>Pension Contributions</i>	<u>88,974</u>	<u>96,564</u>	<u>44,582</u>	<u>41</u>	<u>109,170</u>	<u>112,097</u>
Programming/Software	34,905	23,294	89,685	72	125,000	10,000
Software Maintenance	131,317	152,828	147,324	78	188,000	182,000
Auditing Services	41,600	57,334	55,000	100	55,000	58,000
Actuarial Consultant Fee	4,911	2,500	3,220	11	30,000	-
<i>Professional Services</i>	<u>212,733</u>	<u>235,956</u>	<u>295,228</u>	<u>74</u>	<u>398,000</u>	<u>250,000</u>
Serv to Maintain Office Equip	23,890	8,809	1,129	6	18,000	10,000
<i>Repair and Maint Services</i>	<u>23,890</u>	<u>8,809</u>	<u>1,129</u>	<u>6</u>	<u>18,000</u>	<u>10,000</u>
Disaster Preparedness	18,139	-	-	-	-	-
Collection Agency	33,811	19,092	7,050	18	40,000	20,000
Assessment Fees Collection	34,555	44,515	48,224	91	53,000	56,000
Other Contractual Services	50,804	8,941	-	-	12,500	5,000
<i>Other Contractual Services</i>	<u>137,309</u>	<u>72,548</u>	<u>55,273</u>	<u>52</u>	<u>105,500</u>	<u>81,000</u>
Wireless Subscriptions	7,379	4,066	343	-	-	-
<i>Communication Services</i>	<u>7,379</u>	<u>4,066</u>	<u>343</u>	<u>-</u>	<u>-</u>	<u>-</u>
Computer Cabling	5,304	4,886	-	-	5,000	2,500
Clothing Allowance	514	320	-	-	400	-
Office Supplies	26,589	28,804	8,536	24	35,000	25,000
Professional Publications	2,901	1,753	1,639	66	2,500	500
Minor Equip, Tools & Hdwe	72,925	36,419	18,497	22	85,000	43,000
<i>Materials and Supplies</i>	<u>108,233</u>	<u>72,182</u>	<u>28,672</u>	<u>22</u>	<u>127,900</u>	<u>71,000</u>

**GENERAL FUND
EXPENDITURES BY OBJECT**

MANAGEMENT & BUDGET Finance/Information Systems Division			2008-09			2009-10
	2006-07	2007-08	Y-T-D Actual (Thru 3/31/09)	2008-09 Y-T-D %age	2008-09 Budget	2009-10 Adopted Budget
<u>Account Description</u>						
Rental of Equipment	5,608	2,438	1,405	28	5,000	-
Copier Lease	369	369	-	-	5,000	5,000
Computer Lease	103,243	97,725	65,200	62	106,000	70,000
T-1 Data Line	-	42,038	53,215	89	60,000	90,000
<i>Rentals and Leases</i>	<u>109,220</u>	<u>142,570</u>	<u>119,820</u>	<u>68</u>	<u>176,000</u>	<u>165,000</u>
Printing	5,493	1,749	808	10	8,000	8,000
Employee Training	805	-	-	-	-	-
Dues & Memberships	5,265	3,774	2,950	74	4,000	4,000
Bank Charges	63,642	65,029	33,917	47	72,000	72,000
<i>Other Operating Expenditures</i>	<u>75,205</u>	<u>70,552</u>	<u>37,675</u>	<u>45</u>	<u>84,000</u>	<u>84,000</u>
Office Mach & Equip	-	4,951	-	-	-	-
<i>Capital Outlay</i>	<u>-</u>	<u>4,951</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Total Finance/Info Systems	<u>1,954,718</u>	<u>2,001,478</u>	<u>1,179,149</u>	<u>47</u>	<u>2,505,850</u>	<u>2,234,889</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>07/08</u>	<u>08/09</u>	<u>09/10</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</u> <u>06/07</u>	<u>Actual</u> <u>07/08</u>	<u>Budget</u> <u>08/09</u>	<u>Budget</u> <u>09/10</u>
Personal services	\$ 269,854	\$ 284,463	\$ 317,835	\$ 312,226
Operating expenditures	12,792	10,415	12,405	11,755
Capital outlay	19,027	-	-	-
Total	<u>\$ 301,673</u>	<u>\$ 294,878</u>	<u>\$ 330,240</u>	<u>\$ 323,981</u>

GENERAL FUND
EXPENDITURES BY OBJECT

MANAGEMENT & BUDGET Purchasing Division			2008-09			2009-10
	2006-07	2007-08	Y-T-D Actual (Thru 3/31/09)	2008-09 Y-T-D %age	2008-09 Budget	2009-10 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	225,453	237,312	110,589	42	260,770	255,684
Overtime	52	-	-	-	-	-
Longevity	8,061	9,124	4,389	34	12,840	12,634
Sick Leave Conversion Pay	-	-	-	-	1,000	1,000
Clothing Allowance	-	-	-	-	-	350
<i>Salaries & Wages</i>	<u>233,566</u>	<u>246,436</u>	<u>114,977</u>	<u>42</u>	<u>274,610</u>	<u>269,668</u>
FICA	17,603	18,312	8,523	41	21,010	20,606
<i>Payroll Taxes</i>	<u>17,603</u>	<u>18,312</u>	<u>8,523</u>	<u>41</u>	<u>21,010</u>	<u>20,606</u>
ICMA Pension Plan	18,685	19,715	9,198	41	22,215	21,952
<i>Pension Contributions</i>	<u>18,685</u>	<u>19,715</u>	<u>9,198</u>	<u>41</u>	<u>22,215</u>	<u>21,952</u>
Pager Rental	26	26	11	36	30	30
<i>Communication Services</i>	<u>26</u>	<u>26</u>	<u>11</u>	<u>36</u>	<u>30</u>	<u>30</u>
Clothing Allowance	76	322	-	-	350	-
Office Supplies	6,745	2,585	832	21	4,000	4,000
Professional Publications	85	78	-	-	225	225
Minor Equip, Tools & Hdwe	-	2,940	-	-	1,750	1,750
<i>Materials and Supplies</i>	<u>6,906</u>	<u>5,925</u>	<u>832</u>	<u>13</u>	<u>6,325</u>	<u>5,975</u>
Rental of Equipment	-	217	-	-	-	-
Copier Lease	4,418	3,615	1,278	27	4,800	4,500
<i>Rentals and Leases</i>	<u>4,418</u>	<u>3,832</u>	<u>1,278</u>	<u>27</u>	<u>4,800</u>	<u>4,500</u>
Printing	902	77	15	3	500	500
Dues & Memberships	540	555	405	54	750	750
<i>Other Operating Expenditures</i>	<u>1,442</u>	<u>632</u>	<u>420</u>	<u>34</u>	<u>1,250</u>	<u>1,250</u>
Office Machinery & Equipment	19,027	-	-	-	-	-
<i>Capital Outlay</i>	<u>19,027</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Total Purchasing	<u>301,673</u>	<u>294,878</u>	<u>135,239</u>	<u>41</u>	<u>330,240</u>	<u>323,981</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>06/07</u>	Actual <u>07/08</u>	Budget <u>08/09</u>	Budget <u>09/10</u>
Operating expenditures	<u>\$ 154,820</u>	<u>\$ 140,396</u>	<u>\$ 175,000</u>	<u>\$ 135,000</u>

**GENERAL FUND
EXPENDITURES BY OBJECT**

MANAGEMENT & BUDGET Equipment Maintenance Division	2006-07 Actual	2007-08 Actual	2008-09	2008-09	2008-09 Budget	2009-10 Adopted Budget
			Y-T-D Actual (Thru 3/31/09)	Y-T-D %age		
<u>Account Description</u>						
Serv to Maintain Office Equip	31,796	29,867	12,992	32	40,000	30,000
Serv to Maintain Equip	121,157	107,150	44,750	36	125,000	100,000
<i>Repair and Maint Services</i>	<u>152,953</u>	<u>137,017</u>	<u>57,742</u>	<u>35</u>	<u>165,000</u>	<u>130,000</u>
Mat'l to Maintain Equip	1,867	3,379	1,827	18	10,000	5,000
<i>Materials and Supplies</i>	<u>1,867</u>	<u>3,379</u>	<u>1,827</u>	<u>18</u>	<u>10,000</u>	<u>5,000</u>
Total Equipment Maintenance	<u>154,820</u>	<u>140,396</u>	<u>59,569</u>	<u>53</u>	<u>175,000</u>	<u>135,000</u>
TOTAL MGMT AND BUDGET	<u>2,411,211</u>	<u>2,436,752</u>	<u>1,373,956</u>	<u>46</u>	<u>3,011,090</u>	<u>2,693,870</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:

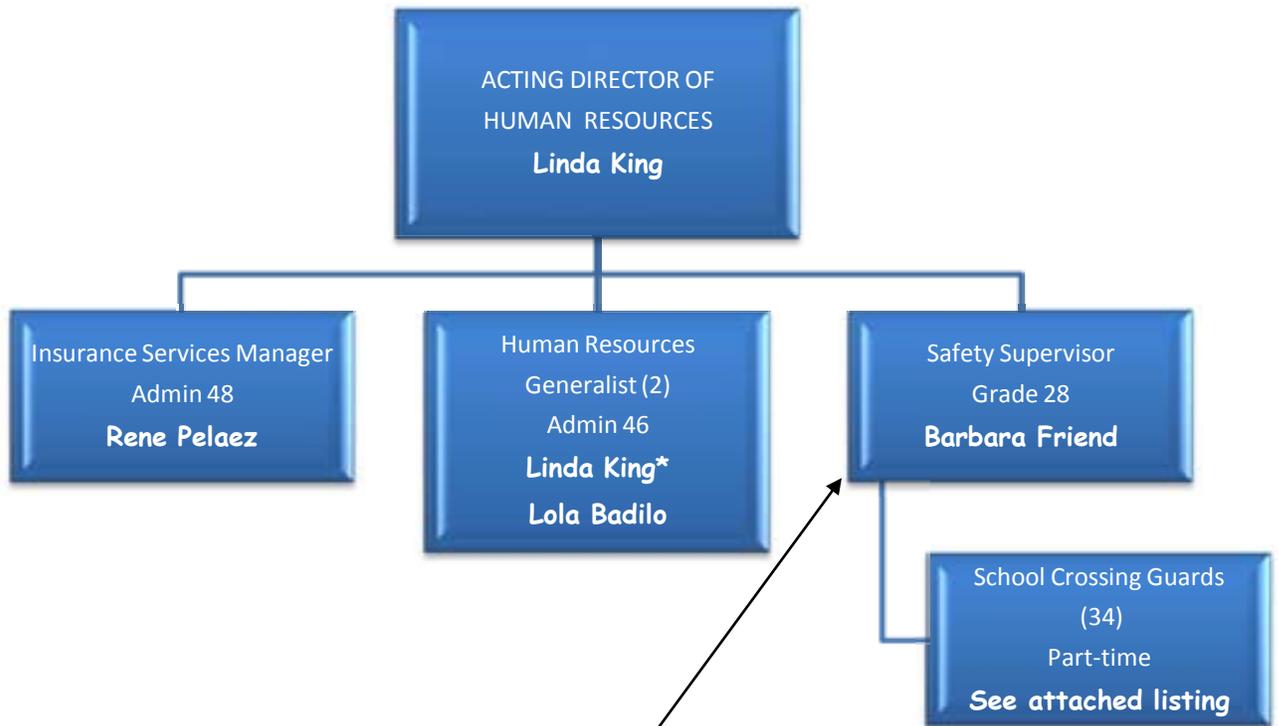
- Effective recruitment, hiring, and retention of professional and line staff.
- Customer service.
- Recreation programming
- Technical expertise and dedication.
- Fund raising.

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



The school crossing guard function is administered by this individual. In addition, this individual reviews all written parking citation disputes and makes the initial decision regarding their validity. The funding for the school crossing guard function as well as the parking enforcement function, which is administered by the Broward Sheriff's Office, is included in the Police Department's budget.

*This individual also serves as acting director of Human Resources.

Department of Human Resources Organization Chart

School Crossing Guards

Mary Archer
Cassandra Banks
Judith Bowen
Pearlie Bryant
Bonnie Cohen
Edwin Devorin
Glenice Fulmore
Walter Gaines
Earl Garner
Patricia Harden
Bernadette Harney
Willie Harris
Krysten Herrick
William Hoffman
Lula Jackson
Gail James
Rebecca Johnson
John Karageorges
John Major
Shirley Major
Margaret Moorer
Joseph Myrie
Gloria Occhiogrosso
Joseph Occhiogrosso
Maria Robert Verde
Elisha Rolle
Bernice Ross
Ralph Ross
Sally Schauf
Ella Singletary
Catherine Taurinski
Hamon Thompson
Kathy Weber
William West



**DEPARTMENT:
HUMAN RESOURCES**

DEPARTMENT/DIVISION GOALS,
OBJECTIVES, & MEASUREMENTS-
FY2010



**CITY GOAL#3
SUPERIOR CUSTOMER SERVICE**

DEPARTMENT GOALS	DEPARTMENT OBJECTIVES	DEPARTMENT MEASUREMENTS	FY 08 (actual)	FY 09 (estimate)	FY 10 (budget)
Enhance the Employment Process	Recruit, hire, compensate, and retain a skilled and diversified workforce in compliance with established policies and procedures	- total # of applications received	2,132	3,410	3,410
		- total # of female applicants	1,138	1,775	1,775
		- total # of minority applicants	675	1,910	1,910
		- total # of offers extended and accepted	149	150	150
		- total # of offers extended and accepted by female applicants	75	76	76
		- total # of offers extended and accepted by minority applicants	99	100	100
		- % turnover rate	4.2%	4.6%	4.6%
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, & Miscellaneous Info.	29	32	32

CITY GOAL#3
SUPERIOR CUSTOMER
SERVICE

DEPARTMENT:
HUMAN RESOURCES

DEPARTMENT GOALS	DEPARTMENT OBJECTIVES	DEPARTMENT MEASUREMENTS	FY 08 (actual)	FY 09 (estimate)	FY 10 (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	1 10 40 12 0	4 12 48 12 1
Provide Comprehensive Reporting for Vehicular Accidents and Injuries	Produce Quarterly Report for Vehicular Accidents and personal injuries	- # of vehicular Accidents - # of injuries	76 106	34 84	54 84
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 2 3	4 2 3
Maintain Safety standards and compliance	Conduct Safety orientation for new employees	- # of new orientation presentations conducted	17	12	12
	Conduct vehicular and injury investigations	- # of completed investigation reports submitted - # of special projects implemented	105 2	46 2	46 2
	Serve as HR Representative at EOC during anticipated or current disaster	- # of meetings attended	2	2	2

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

DEPARTMENT:
HUMAN RESOURCES

DEPARTMENT GOALS	DEPARTMENT OBJECTIVES	DEPARTMENT MEASUREMENTS	FY 08 (actual)	FY 09 (estimate)	FY 10 (budget)
Provide Summer Employment to Disadvantaged Area Youth	Participate in the Broward County Human Service "Neighborhood Initiative" Program each year	- # of participants	50	50	50
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	210	210

CITY GOAL#6
FINANCIAL HEALTH OF THE CITY

DEPARTMENT GOALS	DEPARTMENT OBJECTIVES	DEPARTMENT MEASUREMENTS	FY 08 (actual)	FY 09 (estimate)	FY 10 (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	3	3
		- # of EEOC discrimination charges	3	1	1
		- \$ amount of Unemployment Compensation paid	\$6,300	\$27,000	\$30,000

CITY GOAL#7
SAFE & HEALTHY ENVIRONMENT

DEPARTMENT GOALS	DEPARTMENT OBJECTIVES	DEPARTMENT MEASUREMENTS	FY 08 (actual)	FY 09 (estimate)	FY 10 (budget)
Support Employee Wellness and Fitness Programs	Monitor and reduce sick leave utilization rate in FY 09-10	- # of employees receiving mammograms	11	13	15
		- Average sick leave utilization rate for firefighters (24 hour work day)	53.52	51.41	51.41
		- Average sick leave utilization rate for other employees	42.19	52.80	52.80

CITY GOAL#8
EMPLOYEE DEVELOPMENT & SATISFACTION

DEPARTMENT:
HUMAN RESOURCES

DEPARTMENT GOALS	DEPARTMENT OBJECTIVES	DEPARTMENT MEASUREMENTS	FY 08 (actual)	FY 09 (estimate)	FY 10 (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	7 225	2 150	2 150
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 Customer Service Dealing with Change Understanding Personalities Maintaining Positive Attitude	44 927	22 850	22 850
	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	203 2 383	200 2 407	200 2 407

Human Resources (continued)

PERSONNEL SUMMARY

<u>Grade</u>	<u>Position/Title</u>	<u>07/08</u>	<u>08/09</u>	<u>09/10</u>
56	Director of Human Resources	1	1	0
48	Occupational Safety Manager	1	1	0
48	Insurance Services Manager	0	0	1
46	Human Resources Generalist*	0	0	2
44	Human Resources Generalist	<u>2</u>	<u>2</u>	<u>0</u>
	Total	<u>4</u>	<u>4</u>	<u>3</u>

* One of the individuals occupying this position also serves as acting director of Human Resources.

EXPENDITURE SUMMARY

	<u>Actual 06/07</u>	<u>Actual 07/08</u>	<u>Budget 08/09</u>	<u>Budget 09/10</u>
Personal services	\$ 392,110	\$ 416,340	\$ 465,130	\$ 288,130
Operating expenditures	128,426	78,370	78,629	83,880
Capital outlay	<u>15,636</u>	<u>-</u>	<u>-</u>	<u>-</u>
Total	<u>\$ 536,172</u>	<u>\$ 494,710</u>	<u>\$ 543,759</u>	<u>\$ 372,010</u>

**GENERAL FUND
EXPENDITURES BY OBJECT**

HUMAN RESOURCES	2008-09					
	2006-07	2007-08	Y-T-D	2008-09	2008-09	2009-10
<u>Account Description</u>	<u>Actual</u>	<u>Actual</u>	<u>Actual</u>	<u>Y-T-D</u>	<u>Budget</u>	<u>Adopted</u>
			<u>(Thru 3/31/09)</u>	<u>%age</u>		<u>Budget</u>
Regular Salary	333,801	352,589	165,327	43	387,005	241,201
Longevity	6,731	9,955	5,919	43	13,865	6,412
Sick Leave Conversion Pay	970	-	-	-	1,000	1,000
<i>Salaries & Wages</i>	<u>341,502</u>	<u>362,544</u>	<u>171,246</u>	<u>43</u>	<u>401,870</u>	<u>248,613</u>
FICA	23,288	24,793	10,922	36	30,750	19,022
<i>Payroll Taxes</i>	<u>23,288</u>	<u>24,793</u>	<u>10,922</u>	<u>36</u>	<u>30,750</u>	<u>19,022</u>
ICMA Pension Plan	27,320	29,003	13,700	42	32,510	20,495
<i>Pension Contributions</i>	<u>27,320</u>	<u>29,003</u>	<u>13,700</u>	<u>42</u>	<u>32,510</u>	<u>20,495</u>
Medical Services	10,287	11,007	2,850	19	15,000	15,000
Employee Assistance	15,306	15,645	12,256	74	16,629	17,130
<i>Professional Services</i>	<u>25,593</u>	<u>26,652</u>	<u>15,106</u>	<u>48</u>	<u>31,629</u>	<u>32,130</u>
Recruiting	3,641	-	-	-	500	500
Other Contractual Services	-	8,525	-	-	-	-
<i>Other Contractual Services</i>	<u>3,641</u>	<u>8,525</u>	<u>-</u>	<u>-</u>	<u>500</u>	<u>500</u>
Office Supplies	5,112	2,798	668	45	1,500	2,000
Professional Publications	-	424	326	-	-	-
Minor Equip, Tools & Hdwe	3,709	2,199	-	-	-	500
<i>Materials and Supplies</i>	<u>8,821</u>	<u>5,421</u>	<u>995</u>	<u>66</u>	<u>1,500</u>	<u>2,500</u>
Printing	3,664	1,356	478	48	1,000	3,500
Personnel Testing	29,648	21,047	11,608	97	12,000	24,000
Employee Training	36,516	11,837	13,052	61	21,500	16,500
Employee Recognition	-	-	-	-	-	250
Tuition Reimbursement	5,259	-	-	-	-	-
Advertising	12,878	3,122	1,010	10	10,000	4,000
Holiday Festivities	1,800	-	-	-	-	-
Dues & Memberships	606	410	410	82	500	500
<i>Other Operating Expenditures</i>	<u>90,371</u>	<u>37,772</u>	<u>26,557</u>	<u>59</u>	<u>45,000</u>	<u>48,750</u>
Automotive Equipment	15,636	-	-	-	-	-
<i>Capital Outlay</i>	<u>15,636</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
TOTAL HUMAN RESOURCES	<u>536,172</u>	<u>494,710</u>	<u>238,526</u>	<u>44</u>	<u>543,759</u>	<u>372,010</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

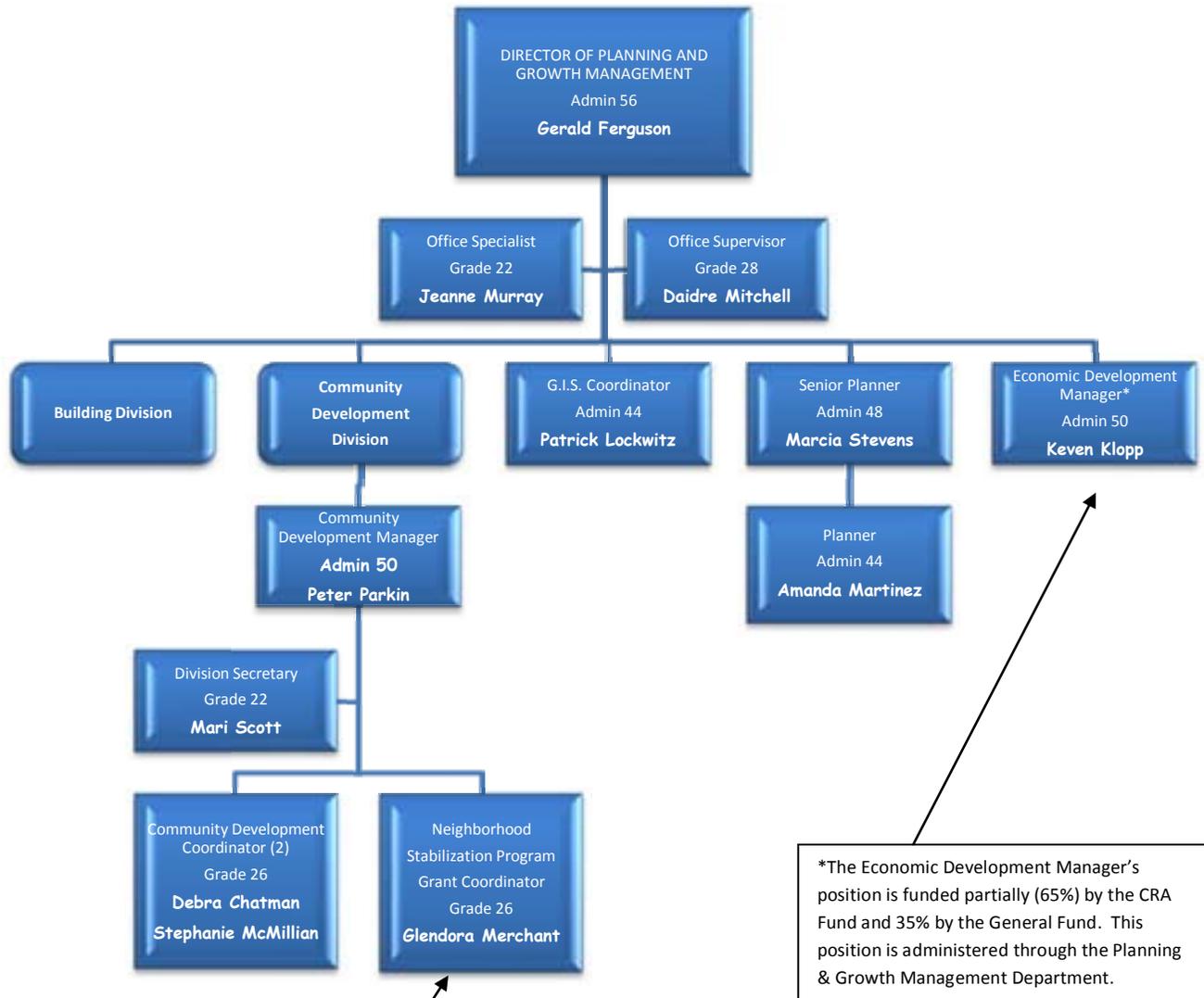
Planning Division

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.

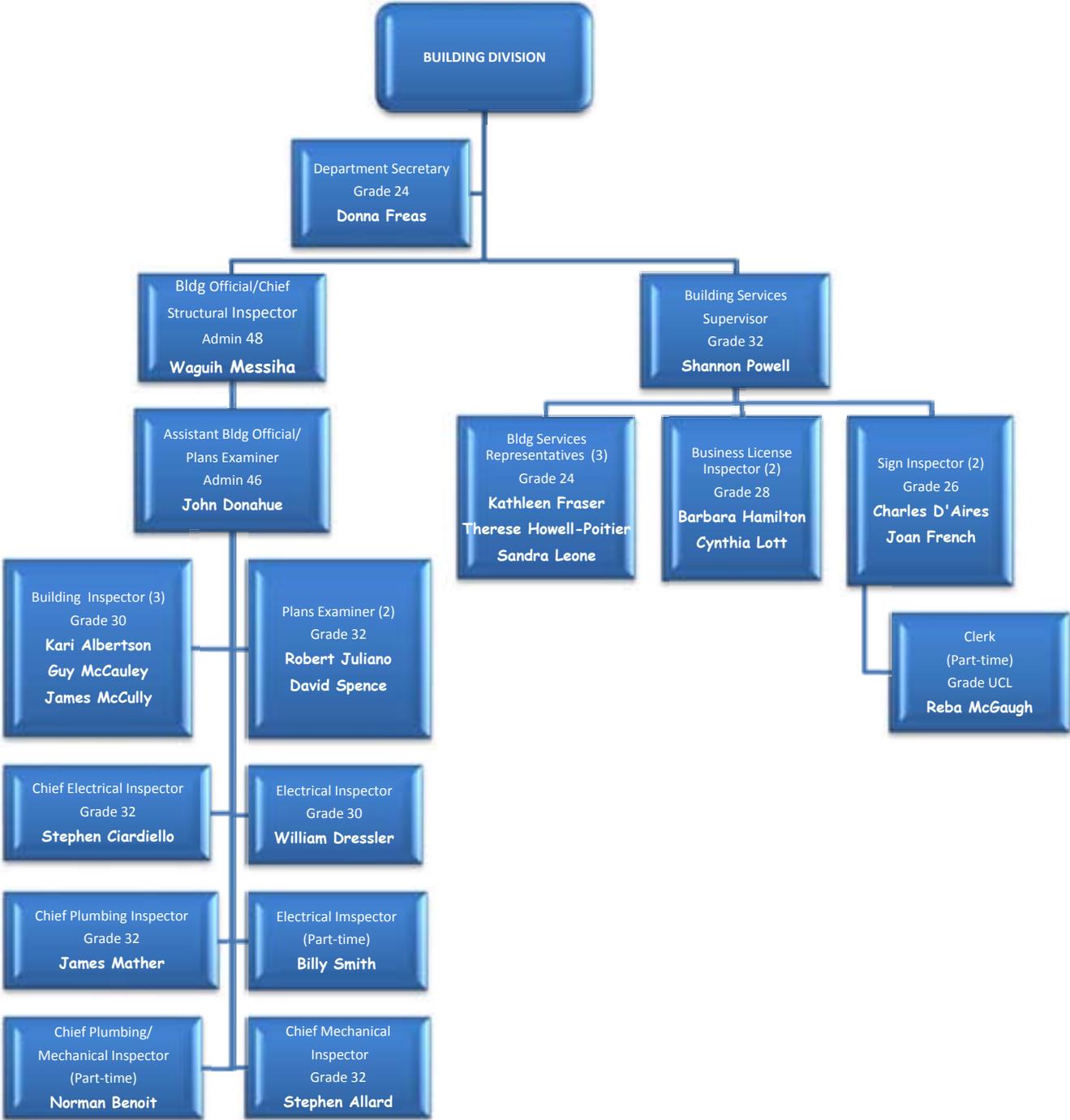
Planning & Growth Management Department Organization Chart



This position is funded by a grant from the U.S. Department of Housing & Community Development.

*The Economic Development Manager's position is funded partially (65%) by the CRA Fund and 35% by the General Fund. This position is administered through the Planning & Growth Management Department.

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



DEPARTMENT: PLANNING & GROWTH MANAGEMENT



DEPARTMENT/DIVISION GOALS, OBJECTIVES, & MEASUREMENTS- FY2010



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

DEPARTMENT GOALS	DEPARTMENT OBJECTIVES	DEPARTMENT MEASUREMENTS	FY 08 (actual)	FY 09 (estimate)	FY 10 (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	- % of task completed	100%	N/A	N/A
	- Continue to review and process land use amendments	- # of amendments Processed	5	1	3

**CITY GOAL#3
SUPERIOR CUSTOMER SERVICE**

DEPARTMENT GOALS	DEPARTMENT OBJECTIVES	DEPARTMENT MEASUREMENTS	FY 08 (actual)	FY 09 (estimate)	FY 10 (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	30	50
		- # of Site Plan Permit Reviews	1725	865	1000
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 - Create new GIS data sets	- % age of task completed	100%	100%	100%
		- # of projects completed	50	60	70
		- # of new data sets in development	1	5	3
		- # of new data sets completed	4	4	3

**CITY GOAL#3
SUPERIOR CUSTOMER SERVICE**

**DEPARTMENT: PLANNING &
GROWTH MANAGEMENT**

DEPARTMENT GOALS	DEPARTMENT OBJECTIVES	DEPARTMENT MEASUREMENTS	FY 08 (actual)	FY 09 (estimate)	FY 10 (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	6,492	6,600	6,800
		- \$ amount of value of construction permitted within City	\$117m	\$63m	\$95m
		- \$ amount of City permit revenue	\$1.43m	\$.88m	\$1.05m

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

DEPARTMENT GOALS	DEPARTMENT OBJECTIVES	DEPARTMENT MEASUREMENTS	FY 08 (actual)	FY 09 (estimate)	FY 10 (budget)
Prepare GIS for EOC activation during hurricane season	- Update GIS date sets used in EOC - Update GIS maps used in EOC	- # of GIS data sets updated	22	26	33
		- # of GIS maps updated	29	33	36

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

DEPARTMENT GOALS	DEPARTMENT OBJECTIVES	DEPARTMENT MEASUREMENTS	FY 08 (actual)	FY 09 (estimate)	FY 10 (budget)
Encourage Employee Development and Training	- Provide appropriate developmental training for all Department employees	- # of department Employees receiving training	38	38	38

**CITY GOAL#9
EFFECTIVELY COMMUNICATE AMONG ALL LEVELS
OF THE ORGANIZATION & WITH THE PUBLIC**

DEPARTMENT GOALS	DEPARTMENT OBJECTIVES	DEPARTMENT MEASUREMENTS	FY 08 (actual)	FY 09 (estimate)	FY 10 (budget)
Provide access to GIS maps and data Provide current and relevant GIS maps and data	- Provide and maintain GIS software for personnel -Update Broward County Property Appraiser - Update GIS data sets obtained from Broward County GIS -Keep City GIS data sets current	- # of GIS users	7	10	11
		- % of task completed	100%	100%	100%
		- % of task completed	100%	100%	100%
		- # of GIS data sets completed	15	16	18

Planning Division (Continued)

PERSONNEL SUMMARY

<u>Grade</u>	<u>Position/Title</u>	<u>07/08</u>	<u>08/09</u>	<u>09/10</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	1
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>7</u>

EXPENDITURE SUMMARY

	<u>Actual</u> <u>06/07</u>	<u>Actual</u> <u>07/08</u>	<u>Budget</u> <u>08/09</u>	<u>Budget</u> <u>09/10</u>
Personal services	\$ 544,802	\$ 517,158	\$ 669,725	\$ 617,463
Operating expenditures	24,398	11,420	17,020	33,780
Capital Outlay	9,167	-	-	-
Total	<u>\$ 578,367</u>	<u>\$ 528,578</u>	<u>\$ 686,745</u>	<u>\$ 651,243</u>

**GENERAL FUND
EXPENDITURES BY OBJECT**

PLANNING & GROWTH MGMT Planning Division			2008-09			2009-10
	2006-07	2007-08	Y-T-D Actual (Thru 3/31/09)	2008-09 Y-T-D %age	2008-09 Budget	2009-10 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	445,236	427,073	200,397	36	550,310	498,344
Longevity	16,981	17,167	7,979	43	18,565	19,216
Automobile Allowance	2,003	-	-	-	-	-
Sick Leave Conversion Pay	9,777	5,828	8,823	80	11,000	11,000
<i>Salaries & Wages</i>	<u>473,997</u>	<u>450,068</u>	<u>217,199</u>	<u>37</u>	<u>579,875</u>	<u>528,560</u>
FICA	32,885	31,085	14,237	32	44,475	44,216
<i>Payroll Taxes</i>	<u>32,885</u>	<u>31,085</u>	<u>14,237</u>	<u>32</u>	<u>44,475</u>	<u>44,216</u>
ICMA Pension Plan	37,920	36,005	17,376	39	44,375	44,687
<i>Pension Contributions</i>	<u>37,920</u>	<u>36,005</u>	<u>17,376</u>	<u>39</u>	<u>44,375</u>	<u>44,687</u>
Programming/Software	8,550	3,100	-	-	3,100	6,200
<i>Professional Services</i>	<u>8,550</u>	<u>3,100</u>	<u>-</u>	<u>-</u>	<u>3,100</u>	<u>6,200</u>
Other Contractual Services	3,099	1,401	75	2	4,800	3,800
<i>Other Contractual Services</i>	<u>3,099</u>	<u>1,401</u>	<u>75</u>	<u>2</u>	<u>4,800</u>	<u>3,800</u>
Pager Rental	11	86	-	-	-	-
<i>Communication Services</i>	<u>11</u>	<u>86</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Clothing Allowance	213	162	-	-	-	-
Office Supplies	5,312	1,845	851	34	2,500	2,500
GIS Supplies	988	15	-	-	400	400
Professional Publications	530	123	10	10	100	100
Minor Equip, Tools & Hdwe	-	-	-	-	-	10,660
Other Commodities	-	-	-	-	1,000	4,000
<i>Materials and Supplies</i>	<u>7,043</u>	<u>2,145</u>	<u>861</u>	<u>22</u>	<u>4,000</u>	<u>17,660</u>
Copier Lease	2,834	3,029	1,466	47	3,120	3,120
<i>Rentals and Leases</i>	<u>2,834</u>	<u>3,029</u>	<u>1,466</u>	<u>47</u>	<u>3,120</u>	<u>3,120</u>
Dues & Memberships	2,508	1,659	1,478	49	3,000	3,000
<i>Other Operating Expenditures</i>	<u>2,508</u>	<u>1,659</u>	<u>1,478</u>	<u>49</u>	<u>3,000</u>	<u>3,000</u>
Office Machinery & Equipment	9,520	-	-	-	-	-
<i>Capital Outlay</i>	<u>9,520</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Total Planning	<u>578,367</u>	<u>528,578</u>	<u>252,692</u>	<u>37</u>	<u>686,745</u>	<u>651,243</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.
- **Neighborhood Stabilization Program (NSP)** funds are used for the purchase and redevelopment of foreclosed and abandoned properties with the eventual goal of stabilizing areas that were hardest hit by foreclosures and abandonment.

PERSONNEL SUMMARY

<u>Grade</u>	<u>Position/Title</u>	<u>07/08</u>	<u>08/09</u>	<u>09/10</u>
50	Community Development Manager	0	0	1
48	Grants Administrator	1	1	0
26	NSP Grant Coordinator	0	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>5</u>	<u>5</u>

EXPENDITURE SUMMARY

	<u>Actual</u> <u>06/07</u>	<u>Actual</u> <u>07/08</u>	<u>Budget</u> <u>08/09</u>	<u>Budget</u> <u>09/10</u>
Personal services	\$ 215,028	\$ 151,571	\$ 252,230	\$ 326,828
Operating expenditures	<u>27,710</u>	<u>25,528</u>	<u>27,000</u>	<u>40,432</u>
Total	<u>\$ 242,738</u>	<u>\$ 177,099</u>	<u>\$ 279,230</u>	<u>\$ 367,260</u>

**GENERAL FUND
EXPENDITURES BY OBJECT**

PLANNING & GROWTH MGMT Community Development Division	2008-09					
	2006-07 Actual	2007-08 Actual	Y-T-D Actual (Thru 3/31/09)	2008-09 Y-T-D %age	2008-09 Budget	2009-10 Adopted Budget
<u>Account Description</u>						
Regular Salary	180,058	130,242	87,332	41	212,860	209,301
Longevity	135	980	466	42	1,115	1,167
Automobile Allowance	4,600	81	-	-	-	-
Sick Leave Conversion Pay	1,651	-	1,110	28	4,000	4,000
NIP Salaries	-	-	-	-	-	71,150
<i>Salaries & Wages</i>	<u>186,444</u>	<u>131,303</u>	<u>88,908</u>	<u>41</u>	<u>217,975</u>	<u>285,618</u>
FICA	13,669	9,765	6,577	39	16,690	22,832
<i>Payroll Taxes</i>	<u>13,669</u>	<u>9,765</u>	<u>6,577</u>	<u>39</u>	<u>16,690</u>	<u>22,832</u>
ICMA Pension Plan	14,915	10,504	7,113	40	17,565	18,378
<i>Pension Contributions</i>	<u>14,915</u>	<u>10,504</u>	<u>7,113</u>	<u>40</u>	<u>17,565</u>	<u>18,378</u>
Other Contractual Services	-	-	-	-	-	10,000
<i>Other Contractual Services</i>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>10,000</u>
Electric	1,306	-	-	-	-	-
<i>Utility Services</i>	<u>1,306</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Telephone and Telegraph	63	-	-	-	-	-
Pager Rental	109	-	44	-	-	-
<i>Communication Services</i>	<u>172</u>	<u>-</u>	<u>44</u>	<u>-</u>	<u>-</u>	<u>-</u>
Office Supplies	3,512	3,286	691	26	2,700	3,000
Nip Program	-	-	-	-	-	1,400
<i>Materials and Supplies</i>	<u>3,512</u>	<u>3,286</u>	<u>691</u>	<u>26</u>	<u>2,700</u>	<u>4,400</u>
Rent of Building/Office	21,600	21,600	10,800	50	21,600	21,600
Copier Lease	1,120	641	387	32	1,200	2,932
<i>Rentals and Leases</i>	<u>22,720</u>	<u>22,241</u>	<u>11,187</u>	<u>49</u>	<u>22,800</u>	<u>24,532</u>
Travel and Training	-	-	326	-	-	-
Advertising	-	-	-	-	1,500	1,500
<i>Other Operating Expenditures</i>	<u>-</u>	<u>-</u>	<u>326</u>	<u>22</u>	<u>1,500</u>	<u>1,500</u>
Total Community Development	<u>242,738</u>	<u>177,099</u>	<u>114,845</u>	<u>41</u>	<u>279,230</u>	<u>367,260</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>07/08</u>	<u>08/09</u>	<u>09/10</u>
50	Division Manager	1	1	0
48	Bldg Official/Chief Structural Inspector	1	1	1
46	Assistant Building Official	0	0	1
32	Plans Examiner	2	2	2
UCL	Chief Plumbing/Mech. Inspt. (part-time)	1	1	1
32	Chief Plumbing Inspector	0	1	1
32	Chief Mechanical Inspector	0	1	1
32	Chief Electrical Inspector	0	1	1
32	Building Services Supervisor	0	1	1
30	Plumbing Inspector	1	0	0
30	Building Inspector	5	5	3
30	Electrical Inspector (1 part-time)	4	3	2
30	Mechanical Inspector	1	0	0
28	Office Supervisor	1	0	0
28	Occupational License Inspector	2	2	2
26	Sign Inspector	2	2	2
24	Department Secretary	1	1	1
24	Building Services 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>23</u>

Building Division (Continued)

EXPENDITURE SUMMARY

	Actual <u>06/07</u>	Actual <u>07/08</u>	Budget <u>08/09</u>	Budget <u>09/10</u>
Personal services	\$ 1,730,249	\$ 1,786,526	\$ 2,023,935	\$ 1,868,849
Operating expenditures	65,359	53,999	61,500	33,500
Capital outlay	-	47,088	40,000	-
Total	<u>\$ 1,795,608</u>	<u>\$ 1,887,613</u>	<u>\$ 2,125,435</u>	<u>\$ 1,902,349</u>

**GENERAL FUND
EXPENDITURES BY OBJECT**

PLANNING & GROWTH MGMT Building/Inspection Svcs Division			2008-09		2008-09	2009-10
	2006-07	2007-08	Y-T-D	2008-09	2008-09	2009-10
Account Description	Actual	Actual	Actual	Y-T-D	Budget	Adopted
			(Thru 3/31/09)	%age		Budget
Regular Salary	1,335,471	1,449,261	616,700	37	1,649,505	1,543,972
Overtime	106,007	33,229	3,365	8	40,000	-
Longevity	28,774	31,538	12,240	29	41,850	35,029
Basic Incentive	6,586	5,987	1,536	20	7,620	3,803
Sick Leave Conversion Pay	17,792	26,237	18,865	75	25,000	24,000
Clothing Allowance	-	-	-	-	-	7,200
<i>Salaries & Wages</i>	<u>1,494,630</u>	<u>1,546,252</u>	<u>652,705</u>	<u>37</u>	<u>1,763,975</u>	<u>1,614,004</u>
FICA	110,711	114,936	49,337	37	133,945	121,461
<i>Payroll Taxes</i>	<u>110,711</u>	<u>114,936</u>	<u>49,337</u>	<u>37</u>	<u>133,945</u>	<u>121,461</u>
Nonuniformed Pension Plan	22,761	18,353	2,780	50	5,560	16,959
ICMA Pension Plan	102,147	106,986	42,673	35	120,455	116,425
<i>Pension Contributions</i>	<u>124,908</u>	<u>125,339</u>	<u>45,453</u>	<u>36</u>	<u>126,015</u>	<u>133,384</u>
Other Contractual Services	-	766	330	7	5,000	-
<i>Other Contractual Services</i>	<u>-</u>	<u>766</u>	<u>330</u>	<u>7</u>	<u>5,000</u>	<u>-</u>
Clothing Allowance	5,962	5,251	9,367	156	6,000	-
Office Supplies	9,589	6,396	2,409	34	7,000	6,000
Professional Publications	1,473	536	837	42	2,000	-
Minor Equip, Tools & Hdwe	13,658	21,143	221	2	12,000	1,500
<i>Materials and Supplies</i>	<u>30,682</u>	<u>33,326</u>	<u>12,833</u>	<u>48</u>	<u>27,000</u>	<u>7,500</u>
Copier Lease	2,388	2,605	1,303	37	3,500	3,500
<i>Rentals and Leases</i>	<u>18,888</u>	<u>2,605</u>	<u>1,303</u>	<u>37</u>	<u>3,500</u>	<u>3,500</u>
Mat'l to Maintain Vehicles	4,386	5,077	2,099	42	5,000	-
<i>Vehicle Operating Expense</i>	<u>4,386</u>	<u>5,077</u>	<u>2,099</u>	<u>42</u>	<u>5,000</u>	<u>-</u>
Printing	4,610	4,741	3,794	51	7,500	4,000
Microfilming	4,426	4,205	4,236	42	10,000	15,000
Dues & Memberships	2,367	3,278	2,224	64	3,500	3,500
<i>Other Operating Expenditures</i>	<u>11,403</u>	<u>12,224</u>	<u>10,253</u>	<u>49</u>	<u>21,000</u>	<u>22,500</u>
Automotive Equipment	-	47,088	-	-	40,000	-
<i>Capital Outlay</i>	<u>-</u>	<u>47,088</u>	<u>-</u>	<u>-</u>	<u>40,000</u>	<u>-</u>
Total Building	<u>1,795,608</u>	<u>1,887,613</u>	<u>774,313</u>	<u>36</u>	<u>2,125,435</u>	<u>1,902,349</u>
TOTAL PLANNING & GROWTH MANAGEMENT	<u>2,616,713</u>	<u>2,593,290</u>	<u>1,141,850</u>	<u>37</u>	<u>3,091,410</u>	<u>2,920,852</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>07/08</u>	<u>08/09</u>	<u>09/10</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 06/07</u>	<u>Actual 07/08</u>	<u>Budget 08/09</u>	<u>Budget 09/10</u>
Personal services	\$ 1,233,102	\$ 1,152,946	\$ 1,339,900	\$ 1,223,210
Operating expenditures	<u>16,331,134</u>	<u>16,989,959</u>	<u>18,581,718</u>	<u>19,650,216</u>
Total	<u>\$ 17,564,236</u>	<u>\$ 18,142,905</u>	<u>\$ 19,921,618</u>	<u>\$ 20,873,426</u>

**GENERAL FUND
EXPENDITURES BY OBJECT**

POLICE/B.S.O. Police Services Division	2008-09					
	2006-07 Actual	2007-08 Actual	Y-T-D Actual (Thru 3/31/09)	Y-T-D %age	2008-09 Budget	2009-10 Adopted Budget
<u>Account Description</u>						
Regular Salary	10,547	-	-	-	-	-
<i>Salaries & Wages</i>	<u>10,547</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
FICA	807	-	-	-	-	-
<i>Payroll Taxes</i>	<u>807</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Police Pension Plan	1,092,163	1,054,899	572,060	48	1,201,435	1,200,000
Nonuniformed Pension Plan	20,566	15,299	3,980	50	7,960	8,000
Police Pension - Pick-up	120,373	82,748	16,529	13	130,505	15,210
<i>Pension Contributions</i>	<u>1,233,102</u>	<u>1,152,946</u>	<u>592,568</u>	<u>44</u>	<u>1,339,900</u>	<u>1,223,210</u>
BSO Contract	16,242,209	16,966,571	18,482,111	100	18,528,218	19,586,716
BSO Special Detail	70,010	21,921	43,284	87	50,000	60,000
BSO Special Detail	-	3,200	-	-	-	-
<i>Other Contractual Services</i>	<u>16,312,219</u>	<u>16,991,692</u>	<u>18,525,395</u>	<u>100</u>	<u>18,578,218</u>	<u>19,646,716</u>
Telephone & Telegraph	(1,348)	(2,333)	(731)	-	-	-
Cellular Phone Service	503	80	-	-	-	-
<i>Communication Services</i>	<u>(845)</u>	<u>(2,253)</u>	<u>(731)</u>	<u>-</u>	<u>-</u>	<u>-</u>
Professional Publications	214	-	-	-	-	-
Minor Equip, Tools, Hdwe	2,762	520	-	-	-	-
Other Commodities	145	-	-	-	-	-
<i>Materials and Supplies</i>	<u>3,121</u>	<u>520</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Travel and Training	4,552	-	-	-	-	-
Printing	733	-	-	-	3,500	3,500
<i>Other Operating Expenditures</i>	<u>5,285</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>3,500</u>	<u>3,500</u>
Total Administration	<u>17,564,236</u>	<u>18,142,905</u>	<u>19,117,232</u>	<u>96</u>	<u>19,921,618</u>	<u>20,873,426</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>07/08</u>	<u>08/09</u>	<u>09/10</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 06/07</u>	<u>Actual 07/08</u>	<u>Budget 08/09</u>	<u>Budget 09/10</u>
Personal services	\$ 234,505	\$ 252,727	\$ 307,695	\$ 277,064
Operating expenditures	<u>4,118</u>	<u>3,453</u>	<u>3,500</u>	<u>3,500</u>
Total	<u>\$ 238,623</u>	<u>\$ 256,180</u>	<u>\$ 311,195</u>	<u>\$ 280,564</u>

**GENERAL FUND
EXPENDITURES BY OBJECT**

POLICE/B.S.O. School Crossing Guard Division	2008-09					
	2006-07 Actual	2007-08 Actual	Y-T-D Actual (Thru 3/31/09)	2008-09 Y-T-D %age	2008-09 Budget	2009-10 Adopted Budget
<u>Account Description</u>						
Regular Salary	209,159	225,633	115,110	42	275,180	246,433
Overtime	350	866	-	-	-	-
Longevity	2,337	2,458	1,139	41	2,765	3,338
Sick Leave Conversion Pay	1,348	935	607	30	2,000	2,000
<i>Salaries & Wages</i>	<u>213,194</u>	<u>229,892</u>	<u>116,856</u>	<u>42</u>	<u>279,945</u>	<u>251,771</u>
FICA	16,315	17,598	8,953	40	22,215	19,267
<i>Payroll Taxes</i>	<u>16,315</u>	<u>17,598</u>	<u>8,953</u>	<u>40</u>	<u>22,215</u>	<u>19,267</u>
ICMA Pension Plan	4,996	5,237	2,416	44	5,535	6,026
<i>Pension Contributions</i>	<u>4,996</u>	<u>5,237</u>	<u>2,416</u>	<u>44</u>	<u>5,535</u>	<u>6,026</u>
Minor Equip, Tools, Hdwe	4,118	3,000	450	15	3,000	3,000
Other Commodities	-	453	-	-	500	500
<i>Materials and Supplies</i>	<u>4,118</u>	<u>3,453</u>	<u>450</u>	<u>13</u>	<u>3,500</u>	<u>3,500</u>
Total School Crossing Guards	<u>238,623</u>	<u>256,180</u>	<u>128,675</u>	<u>41</u>	<u>311,195</u>	<u>280,564</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>07/08</u>	<u>08/09</u>	<u>09/10</u>
20	Parking Meter Technician	<u>1</u>	<u>1</u>	<u>1</u>

EXPENDITURE SUMMARY

	<u>Actual 06/07</u>	<u>Actual 07/08</u>	<u>Budget 08/09</u>	<u>Budget 09/10</u>
Personal services	\$ 70,013	\$ 69,174	\$ 63,115	\$ 71,749
Operating expenditures	45,429	21,086	41,200	31,100
Capital outlay	-	18,164	37,000	-
Total	<u>\$ 115,442</u>	<u>\$ 108,424</u>	<u>\$ 141,315</u>	<u>\$ 102,849</u>

**GENERAL FUND
EXPENDITURES BY OBJECT**

POLICE/B.S.O. Parking Authority			2008-09		2008-09	2009-10
	2006-07	2007-08	Y-T-D	2008-09	2008-09	2009-10
Account Description	Actual	Actual	Actual	Y-T-D	Budget	Adopted
			(Thru 3/31/09)	%age		Budget
Regular Salary	42,084	44,262	20,497	43	47,610	47,399
Overtime	2,178	2,216	1,383	66	2,080	2,500
Longevity	4,399	4,541	1,641	43	3,810	3,792
Sick Leave Conversion Pay	971	1,010	1,050	70	1,500	1,500
Clothing Allowance	-	-	-	-	-	200
<i>Salaries & Wages</i>	<u>49,632</u>	<u>52,029</u>	<u>24,571</u>	<u>45</u>	<u>55,000</u>	<u>55,391</u>
FICA	3,796	3,990	1,880	45	4,215	4,035
<i>Payroll Taxes</i>	<u>3,796</u>	<u>3,990</u>	<u>1,880</u>	<u>45</u>	<u>4,215</u>	<u>4,035</u>
Nonuniformed Pension Plan	16,585	13,155	1,950	50	3,900	12,323
<i>Pension Contributions</i>	<u>16,585</u>	<u>13,155</u>	<u>1,950</u>	<u>50</u>	<u>3,900</u>	<u>12,323</u>
Parking Meter Maintenance	7,569	1,991	-	-	5,000	4,000
<i>Repair & Maint Services</i>	<u>7,569</u>	<u>1,991</u>	<u>-</u>	<u>-</u>	<u>5,000</u>	<u>4,000</u>
Clothing Allowance	198	341	-	-	200	-
Minor Equip, Tools, Hdwe	2,774	1,453	271	11	2,500	2,000
Parking Meters	20,754	3,150	261	2	14,500	9,100
Matl to Maintain Meters	10,395	9,533	4,016	27	15,000	11,000
<i>Materials and Supplies</i>	<u>34,121</u>	<u>14,477</u>	<u>4,548</u>	<u>14</u>	<u>32,200</u>	<u>22,100</u>
Printing	3,672	4,473	2,937	73	4,000	5,000
Laundry and Cleaning	67	145	110	-	-	-
<i>Other Operating Expenditures</i>	<u>3,739</u>	<u>4,618</u>	<u>3,047</u>	<u>76</u>	<u>4,000</u>	<u>5,000</u>
Automotive Equipment	-	18,164	-	-	-	-
Other Mach and Equipment	-	-	-	-	37,000	-
<i>Capital Outlay</i>	<u>-</u>	<u>18,164</u>	<u>-</u>	<u>-</u>	<u>37,000</u>	<u>-</u>
Total Parking Authority	<u>115,442</u>	<u>108,424</u>	<u>35,996</u>	<u>25</u>	<u>141,315</u>	<u>102,849</u>
TOTAL POLICE/B.S.O.	<u>17,918,301</u>	<u>18,507,509</u>	<u>19,281,903</u>	<u>95</u>	<u>20,374,128</u>	<u>21,256,839</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.

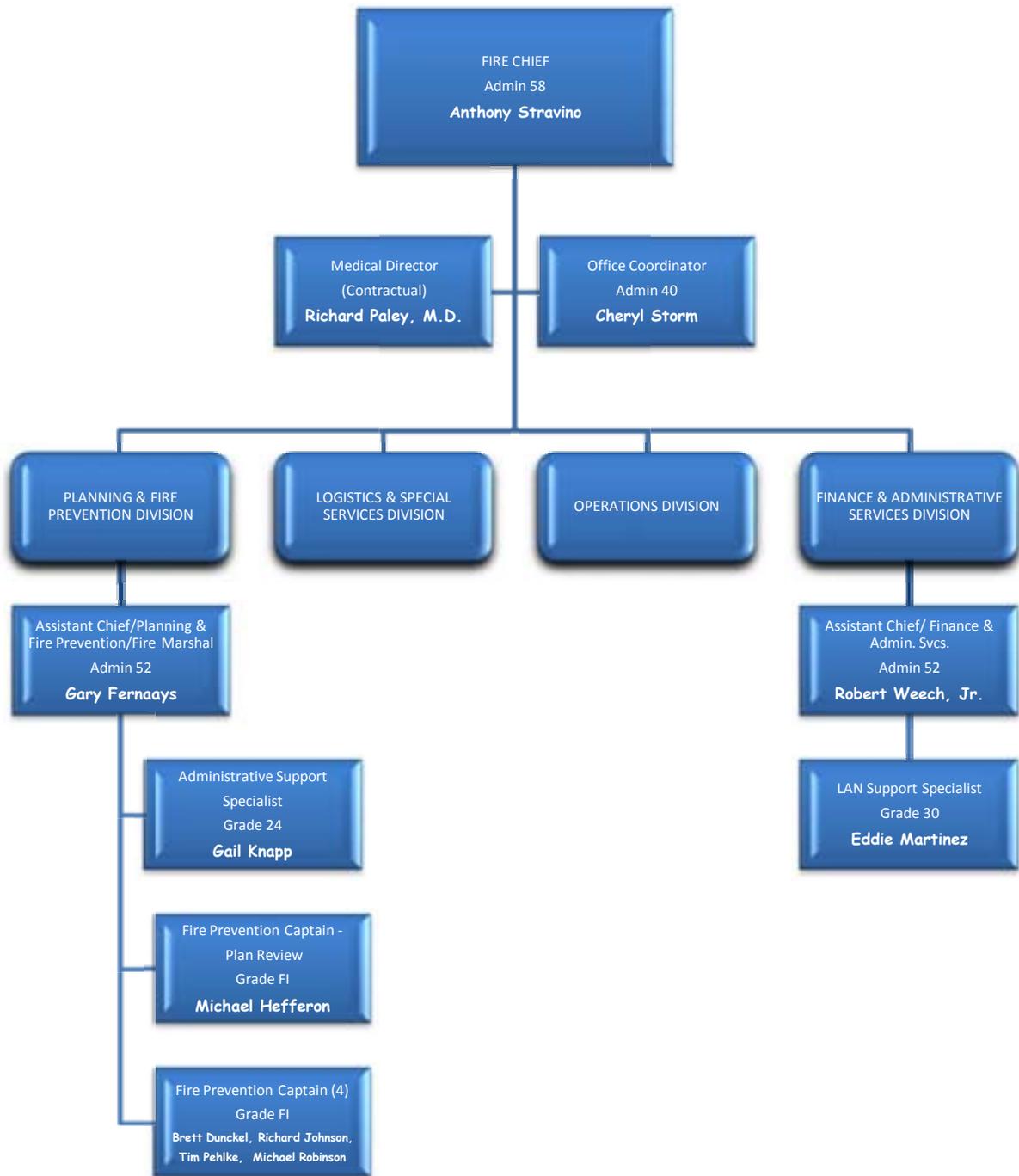
Employee Health & Safety section responsibilities include the coordination, the review and investigation of all on the job accidents and injuries, coordinates all required medical testing and physicals, all OSHA required fit testing for SCBA as well as manages the inspection, repair and replacement of 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 fro the city's ISO rating.

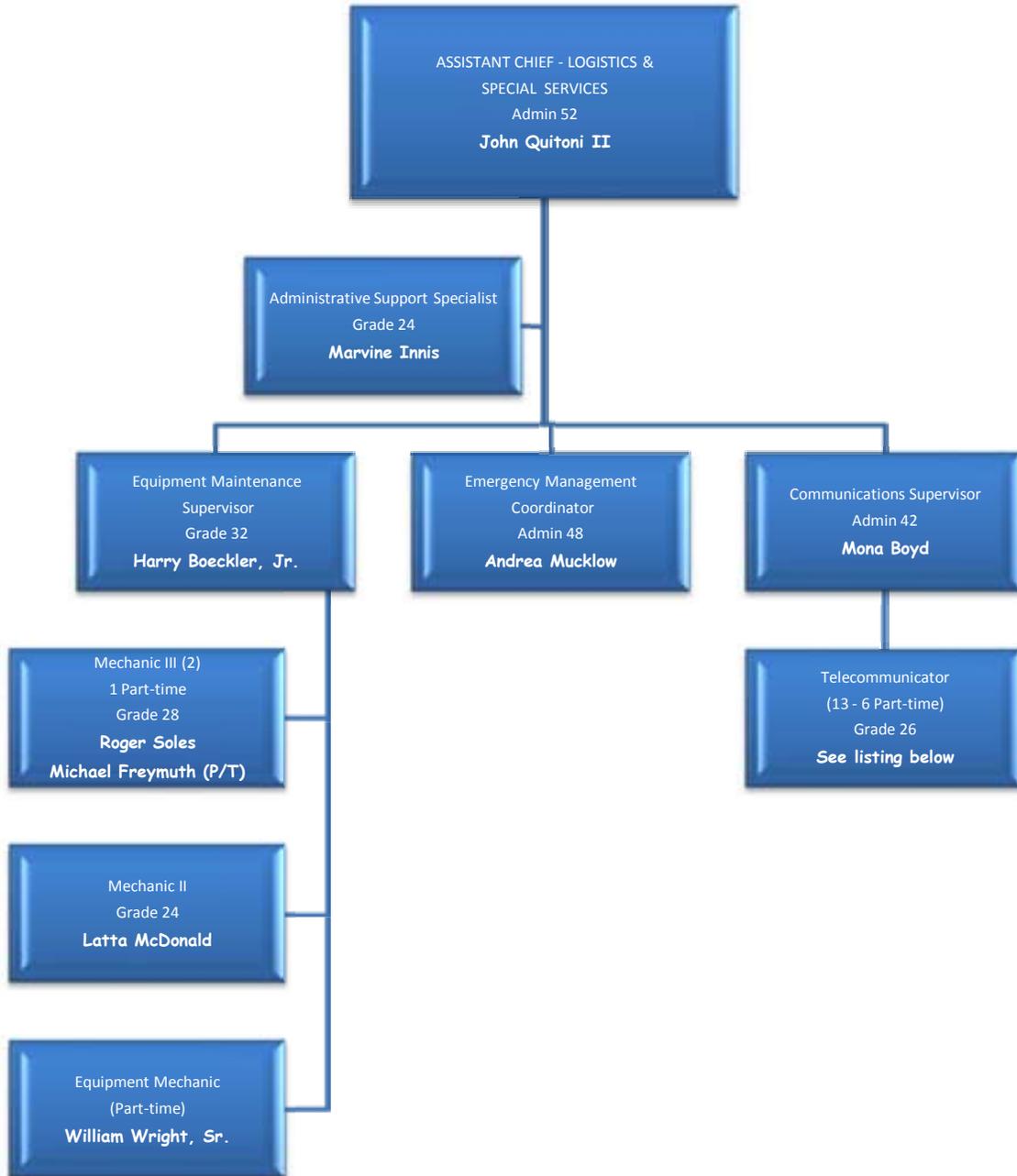
DEPARTMENT GOALS:

- **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



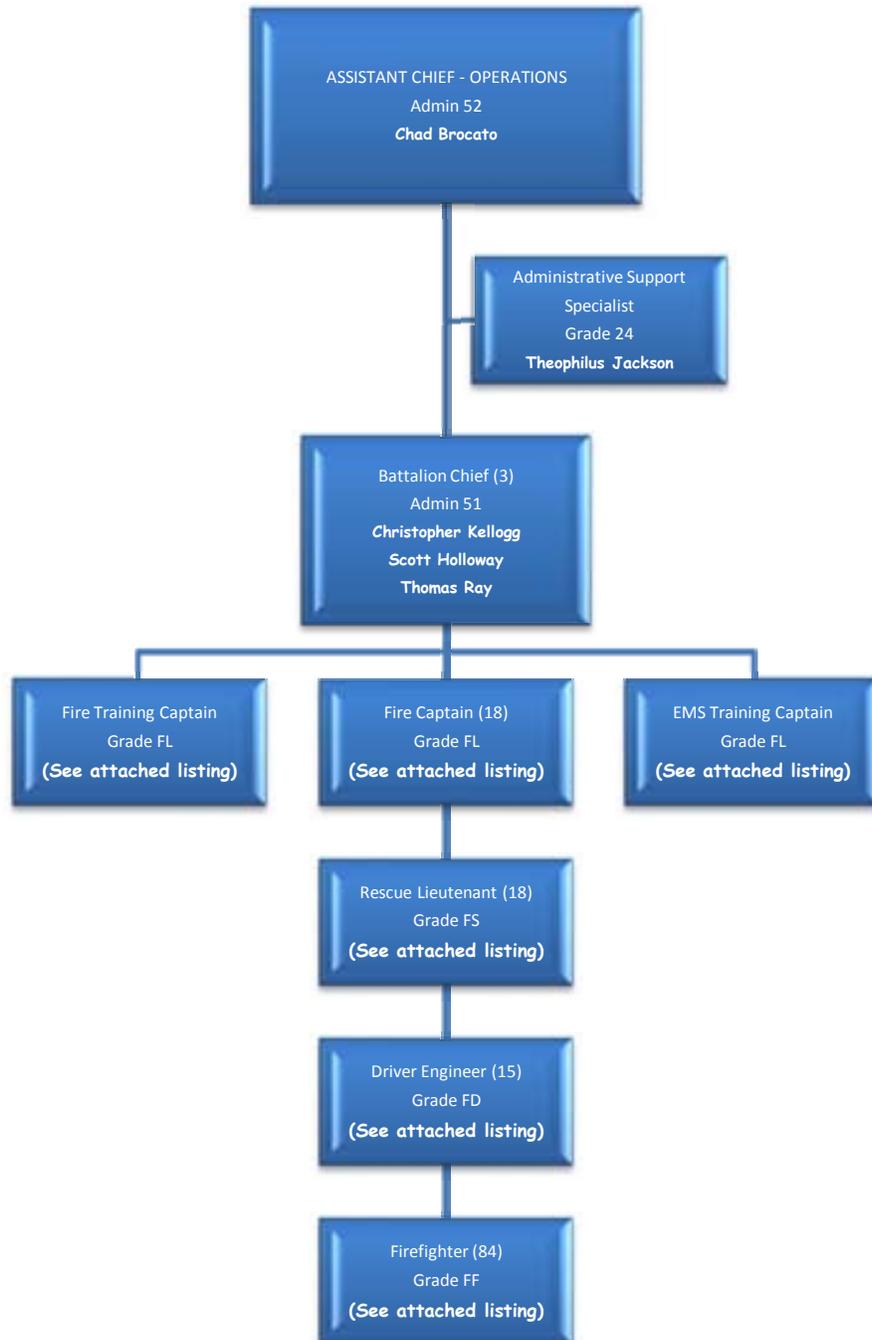
Fire/Rescue Department Logistics & Special Services Division Organization Chart



Telecommunicators: John Bukata, Erin Cogdill, John Dwyer, Jennifer Just, Jennifer Just, Kimberly McBean, Michael Peak.

Telecommunicators – P/T: Beth Bogdan, Vacant (5).

Fire/Rescue Department Operations Division Organization Chart



Fire/Rescue Department Operations Division Organization Chart (Continued)

First	Last	First	Last	First	Last
<u>Fire Captain (20)</u>		<u>Driver-Engineer (Continued)</u>		<u>Firefighter (Continued)</u>	
Lester	Bauman	Kenneth	Haddix	Stephen	Hill
John	Calandra	David	Harris	Daniel	Horkheimer
Patrick	Callahan	Thomas	Hemenway	Justin	Hunter
David	Cramer	Joseph	Kasper	Terryson	Jackson
Sean	Crofutt	Thomas	Magrann	Jared	Joubert
Christopher	Declaire	Michael	Majhess	Marc	Juliano
Chris	Dubinski	Francis	Marr	Andrew	Just
Donald	Galloway	Jeffrey	Moore	Joshua	King
Timothy	Hanley	John	Speer	James	Langlois
Michael	Harper	Martin	Wigderson	Richard	Lanziero, Jr.
Mark	Hightower			Sebastian	Locurto
Robert	Keefer, Jr.	<u>Firefighter (84)</u>		Michael	Lubbers
Jon	O'Brien	Jennifer	Ameeraly	Theodore	Lulkin
Sean	Pacitti	Tneberdjer	Amunraptah	Travis	McGreevy
Matthew	Pellitteri	Ricky	Anderson	Patrick	Mcinerney
Donald	Reid	Paul	Annese	Dragan	Mihajlovski
Keith	Rozak	Zachary	Armstrong	Melinda	Moore
Regis	Smeltz, Jr.	Chad	Armstrong	Dean	Moreno
Suzanne	Sweetman	Damian	Ausby	Christopher	Muscarella
Douglas	Watler	Brian	Baker	Thomas	Noland II
		Joseph	Bertuccio, Jr.	Christopher	Orazi
		William	Bonner	Ronald	Ortiz
<u>Fire Rescue Lieutenant (18)</u>		Joseph	Boudreau, Jr.	Brian	Pankratz
Stephen	Bertuccio	Gareth	Bradley	Edmund	Parkinson
Brendan	Branagan	Travis	Brereton	John	Pender II
Timothy	Coffy	Jarrett	Buetti	Raul	Pimentel
Neil	Dirico	Joel	Campbell	Brian	Powell
Len	Elton	Dani	Campbell	Anthony	Precanico
Christopher	Florea	Alexandro	Cantalupo	Daniel	Pritchard
Thomas	Fredericks	Randy	Chidester	Brendan	Quilter
Guy	Gamache	Heath	Clark	Randall	Robertson
Thomas	Kinsey	Benjamin	Coffy	Lysander	Rostow
Alan	Knopp	Matthew	Cogdill	Erik	Salas
Joseph	Langlois	William	Conner	Christopher	Schindel
Pamela	Mueller	Daniel	Cucciniello, Jr.	Matthew	Solomon
Howard	Noland	Christopher	Czyz	Louis	Solomon
Brion	Poitier	Axel	Davis	Eric	Stage
Michael	Stark	Melissa	Dent	Daniel	Suarez
Kyle	Van Buskirk	Richard	Edgar	Penny	Suzuki
Samantha	Washington	Nicholas	Florea	Marisol	Tambling
<u>Vacant</u>		Jonis Dee	Fraker	Jeremiah	Tomasini
		Giuseppe	Garrisi	Brian	Vengoechea
<u>Driver-Engineer (15)</u>		Daniel	Gheorge	James	Von Minden
Lance	Armbruster	Robert	Goss, Jr.	Noble	Watkins II
James	Burge III	Jeffrey	Guillaume	Timothy	Webb
Daniel	Cucciniello	James	Hall	Bryan	Williams
Shaun	Gibson	Curtis	Hightower	William	Wright, Jr.
Mark	Griffith			Bruce	Young
				Richard	Young, Jr.

DEPARTMENT: FIRE AND RESCUE



DEPARTMENT/DIVISION GOALS,
OBJECTIVES, & MEASUREMENTS-
FY2010

CITY GOAL#7
SAFE & HEALTHY ENVIRONMENT



DEPARTMENT GOALS	DEPARTMENT OBJECTIVES	DEPARTMENT MEASUREMENTS	FY 08 (actual)	FY 09 (estimate)	FY 10 (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	- # of total responses	18,064	18,000	18,000	
		- # of total fire alarms	1,710	1,700	1,700	
		- \$ amount of fire loss	1,070,000	900,000	1,000,000	
		- # of fire injuries (no fatalities)	5	4	4	
		- # of Incidents	12,454	12,000	12,500	
		- # of EMS patients transported	6,851	6,750	6,800	
	- Continuance of training programs that better prepare Fire/Rescue Division personnel to better accomplish Departmental Goals	- # of training hours on:				
		(a) fire suppression	2,297	2,600	2,600	
		(b) EMS recertification	3,705	3,800	3,800	
		(c) defensive driving	600	600	600	
		(d) hazardous materials	1,208	1,300	1,300	
	- Continued focus on fire prevention and education	(e) other	414	450	450	
		- # of fire drills/talks	46	45	50	
- # of elementary school presentations		12	12	12		
- Ensure fire safety compliance of site and building developments	- # of students receiving fire safety message	6,000	6,000	6,000		
	- # of fire inspections conducted	7,672	7,500	7,500		

Fire/Rescue Division

PERSONNEL SUMMARY

<u>Grade</u>	<u>Position/Title</u>	<u>07/08</u>	<u>08/09</u>	<u>09/10</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
51	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	18
FD	Fire Driver/Engineer	15	15	15
FF	Firefighter/EMT	84	84	84
48	Emergency Management Coordinator	1	1	1
42	Communications Supervisor	1	1	1
40	Fire Administration Office Coordinator	0	0	1
32	Equipment Maintenance Supervisor	1	1	1
28	Mechanic III (1 part-time)	2	2	2
24	Mechanic II	1	1	1
26	Telecommunicator (6 part-time)	13	13	13
24	Administrative Support Specialist	4	3	3
UCL	Equipment Mechanic (part-time)	1	1	1
	Total	<u>175</u>	<u>174</u>	<u>174</u>

CAPITAL OUTLAY

Replacement rescue ambulance**	\$ <u>261,100</u>
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**Vehicle will be lease/purchased over a 5-year period. See debt service section.

EXPENDITURE SUMMARY

	<u>Actual</u> <u>06/07</u>	<u>Actual</u> <u>07/08</u>	<u>Budget</u> <u>08/09</u>	<u>Budget</u> <u>09/10</u>
Personal services	\$ 16,020,520	\$ 16,274,308	\$ 18,281,195	\$ 18,941,942
Operating expenditures	1,247,272	1,410,987	1,855,471	1,436,926
Capital outlay	<u>872,273</u>	<u>356,478</u>	<u>757,125</u>	<u>261,100</u>
Total	<u>\$ 18,140,065</u>	<u>\$ 18,041,773</u>	<u>\$ 20,893,791</u>	<u>\$ 20,639,968</u>

**GENERAL FUND
EXPENDITURES BY OBJECT**

FIRE/RESCUE Fire/Rescue Division	2008-09					
	2006-07 Actual	2007-08 Actual	Y-T-D Actual (Thru 3/31/09)	2008-09 Y-T-D %age	2008-09 Budget	2009-10 Adopted Budget
<u>Account Description</u>						
Regular Salary	10,355,816	10,750,272	5,109,373	42	12,058,540	12,067,109
Overtime	756,178	540,783	266,815	69	387,500	698,952
Longevity	384,282	385,972	188,524	40	468,350	466,703
Fire Code Official Incentive	-	-	-	-	4,000	4,000
Sick Leave Conversion Pay	100,295	187,951	123,020	95	130,000	130,000
Fire - EMT I	65,544	55,925	23,521	33	70,550	55,930
Fire - Paramedic/EMT II	1,158,678	1,232,280	610,286	47	1,304,195	1,372,787
Fire Science Certificate	16,965	16,276	7,298	35	20,880	20,880
Fire Supplemental Comp	59,110	59,742	27,348	40	67,655	60,847
Overtime - Fire/EMS Training	267,535	315,841	134,988	38	354,500	319,050
Clothing Allowance	-	-	-	-	-	131,250
<i>Salaries & Wages</i>	<u>13,164,403</u>	<u>13,545,042</u>	<u>6,491,172</u>	<u>44</u>	<u>14,866,170</u>	<u>15,327,508</u>
FICA	950,772	986,174	462,037	41	1,134,625	1,166,114
<i>Payroll Taxes</i>	<u>950,772</u>	<u>986,174</u>	<u>462,037</u>	<u>41</u>	<u>1,134,625</u>	<u>1,166,114</u>
Fire Pension Plan	1,837,841	1,677,536	1,071,033	49	2,200,000	2,370,913
ICMA Pension Plan	67,504	65,556	34,376	43	80,400	77,407
<i>Pension Contributions</i>	<u>1,905,345</u>	<u>1,743,092</u>	<u>1,105,409</u>	<u>48</u>	<u>2,280,400</u>	<u>2,448,320</u>
Programming/Software	24,823	14,662	12,937	16	80,520	80,520
Medical Services	17,225	70,468	-	-	86,736	85,000
Ambulance Billing Service	130,530	121,769	67,549	52	129,500	184,800
<i>Professional Services</i>	<u>172,578</u>	<u>206,899</u>	<u>80,486</u>	<u>27</u>	<u>296,756</u>	<u>350,320</u>
Serv to Maintain Equipment	38,679	43,157	23,261	34	69,172	69,172
Equipment Tests	500	500	-	-	1,500	1,500
<i>Repair and Maint Services</i>	<u>39,179</u>	<u>43,657</u>	<u>23,261</u>	<u>33</u>	<u>70,672</u>	<u>70,672</u>
Labor Negotiations Services	-	65,231	360	-	-	-
Other Contractual Services	108,243	59,495	43,257	72	59,900	58,549
<i>Other Contractual Services</i>	<u>108,243</u>	<u>124,726</u>	<u>43,617</u>	<u>73</u>	<u>59,900</u>	<u>58,549</u>
Wireless Data Transmission	12,054	18,030	8,525	38	22,500	22,500
Emergency Notification System	9,000	9,000	9,000	90	10,000	10,000
<i>Communication Services</i>	<u>21,054</u>	<u>27,030</u>	<u>17,525</u>	<u>54</u>	<u>32,500</u>	<u>32,500</u>
Clothing Allowance	205,801	280,383	58,797	22	262,500	131,250
Office Supplies	14,447	8,363	7,790	87	9,000	9,000
Professional Publications	2,175	1,598	1,789	51	3,500	3,500
Chemicals	-	2,902	-	-	3,750	3,750
Minor Equip, Tools & Hdwe	192,563	86,208	66,679	46	144,325	120,500
Food	2,664	880	1,344	90	1,500	1,500
Medical and Lab Supplies	133,307	143,281	45,374	33	137,500	144,375

**GENERAL FUND
EXPENDITURES BY OBJECT**

FIRE/RESCUE Fire/Rescue Division	2008-09					
	2006-07 Actual	2007-08 Actual	Y-T-D Actual (Thru 3/31/09)	2008-09 Y-T-D %age	2008-09 Budget	2009-10 Adopted Budget
<u>Account Description</u>						
Air Pack/Nozzle Parts	6,256	5,709	-	-	8,775	8,775
Material to Maint Equipment	1,580	1,688	-	-	2,250	2,250
Fire Hose	8,017	-	-	-	7,250	19,800
Fire Special - Cert Program	17,995	22,473	18,498	74	25,000	22,500
Firefighter Combat Challenge	24,555	695	-	-	-	-
Bunker Gear	5,670	84,811	-	-	101,250	101,250
<i>Materials and Supplies</i>	<u>632,768</u>	<u>638,991</u>	<u>200,270</u>	<u>28</u>	<u>706,600</u>	<u>568,450</u>
Rent of Equipment	-	13,278	13,645	91	15,000	15,000
Fire Rescue Temp. Station	20,488	-	-	-	312,745	-
<i>Rentals and Leases</i>	<u>20,488</u>	<u>13,278</u>	<u>13,645</u>	<u>4</u>	<u>327,745</u>	<u>15,000</u>
Matl to Maintain Vehicles	208,834	234,461	84,648	37	230,203	218,693
<i>Other Operating Expenditures</i>	<u>208,834</u>	<u>234,461</u>	<u>84,648</u>	<u>37</u>	<u>230,203</u>	<u>218,693</u>
Printing	2,460	3,557	1,668	44	3,750	3,750
Photography	1,131	320	-	-	1,000	1,000
Employee Training	-	75,339	27,204	39	70,000	70,000
Laundry and Cleaning	22,459	30,898	(2,229)	(9)	23,520	25,167
Medical Licenses/Permits	7,980	1,954	6,795	68	9,975	9,975
Medical Waste/Haz Mat Fee	-	-	-	-	1,000	1,000
Dues & Memberships	1,754	2,387	2,332	61	3,850	3,850
Public Awareness	8,323	7,490	776	4	18,000	8,000
Grants Expense	21	-	-	-	-	-
<i>Other Operating Expenditures</i>	<u>44,128</u>	<u>121,945</u>	<u>36,546</u>	<u>28</u>	<u>131,095</u>	<u>122,742</u>
Automotive Equipment	255,326	268,853	23,652	6	380,768	261,100
Office Mach & Equip	378,963	-	-	-	-	-
Other Mach and Equipment	237,984	87,625	95,475	25	376,357	-
<i>Capital Outlay</i>	<u>872,273</u>	<u>356,478</u>	<u>119,127</u>	<u>16</u>	<u>757,125</u>	<u>261,100</u>
TOTAL FIRE / RESCUE	<u>18,140,065</u>	<u>18,041,773</u>	<u>8,677,744</u>	<u>42</u>	<u>20,893,791</u>	<u>20,639,968</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.

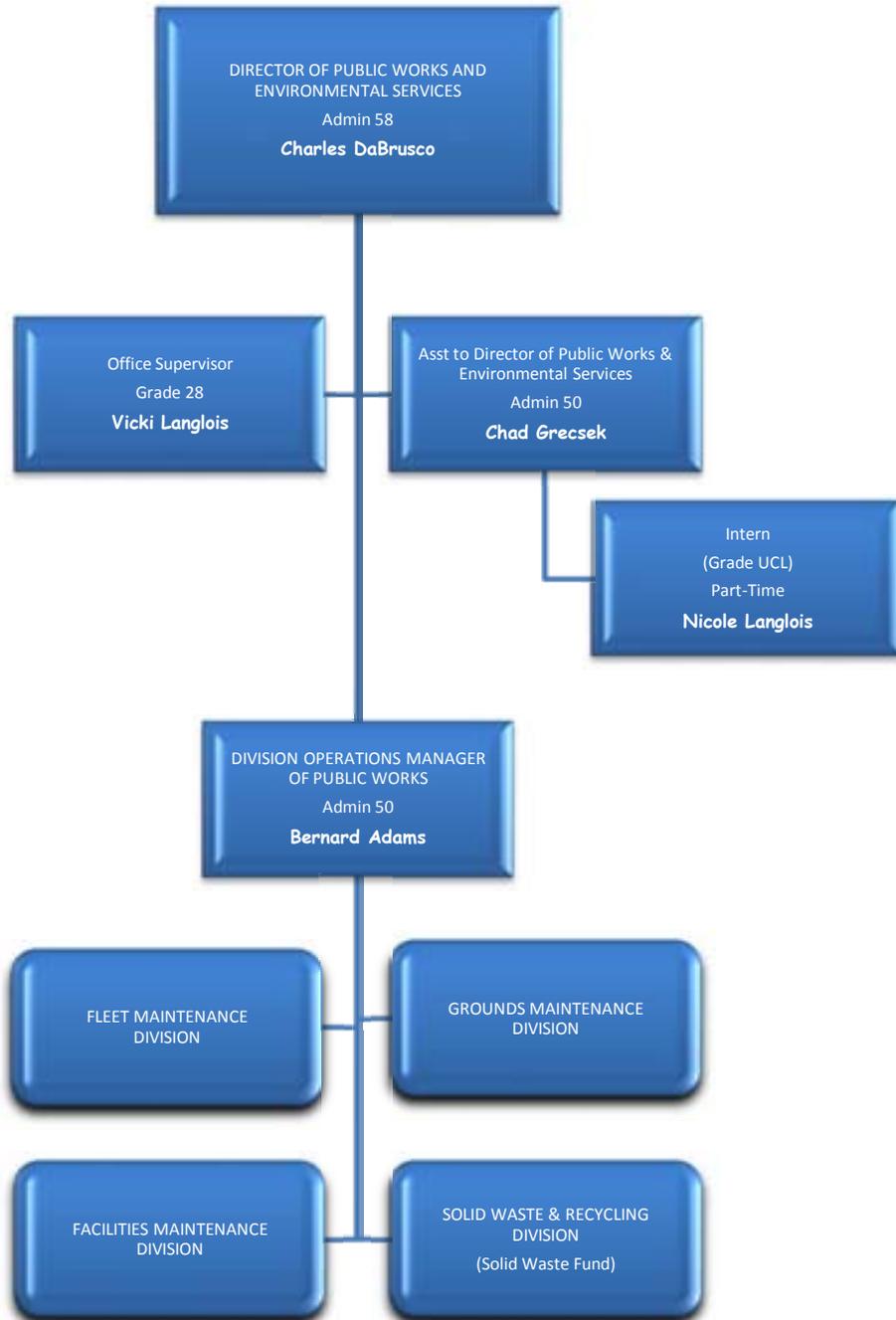
Solid Waste provides collection and disposal services of all garbage and bulk trash for residential and commercial accounts throughout the City. This division coordinates new site plan evaluations and maintains effective working relationships with the general public and other City Departments. This division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

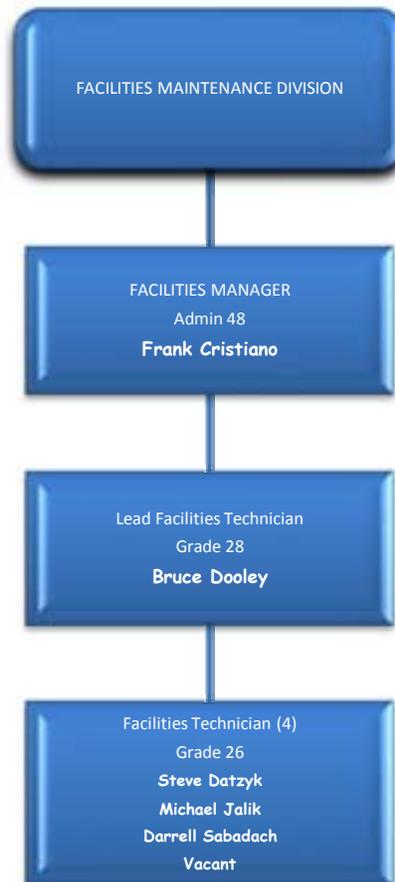
DEPARTMENT GOALS

- 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

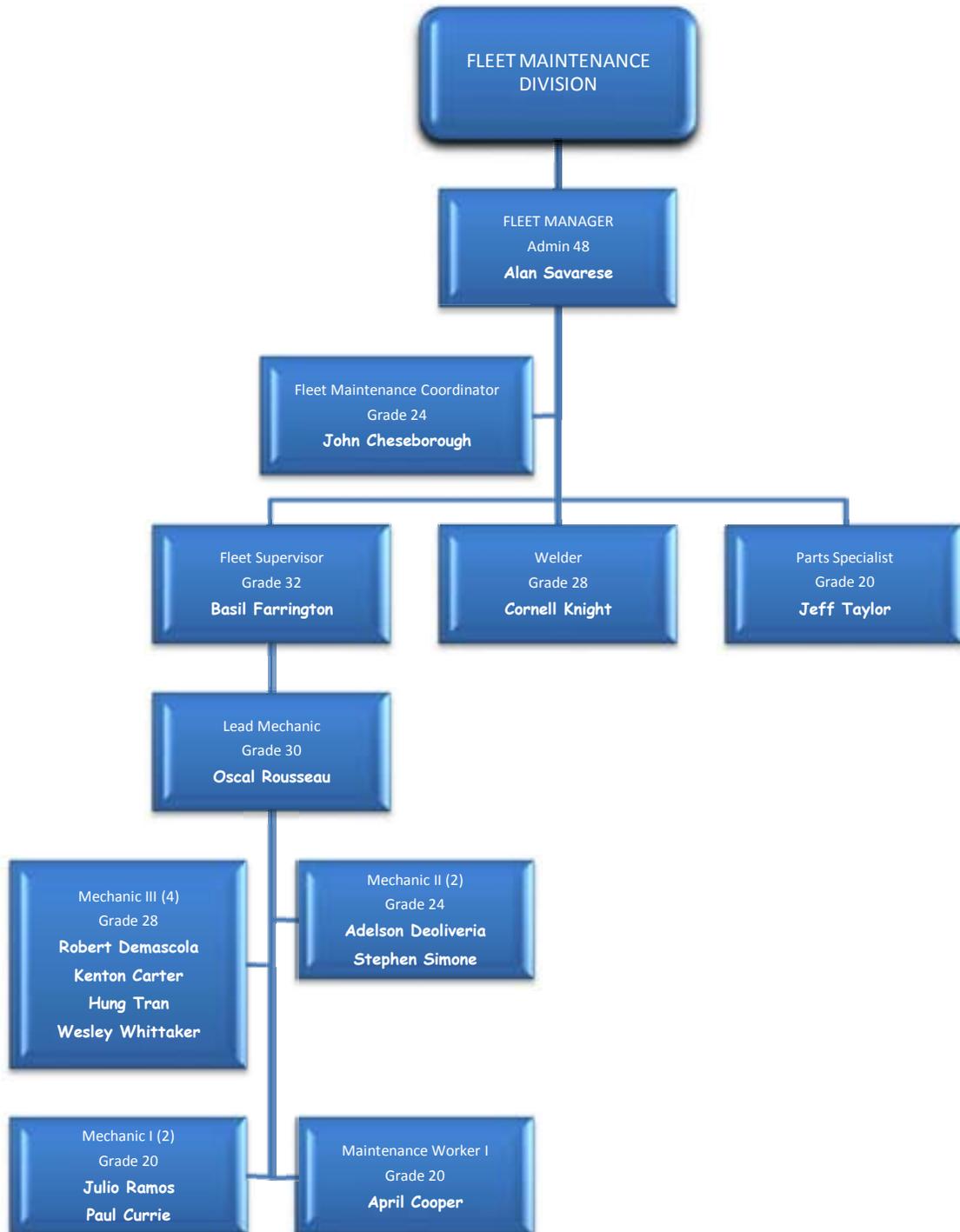
Public Works & Environmental Services Department Organization Chart



Public Works & Environmental Services Department Facilities Maintenance Division Organization Chart



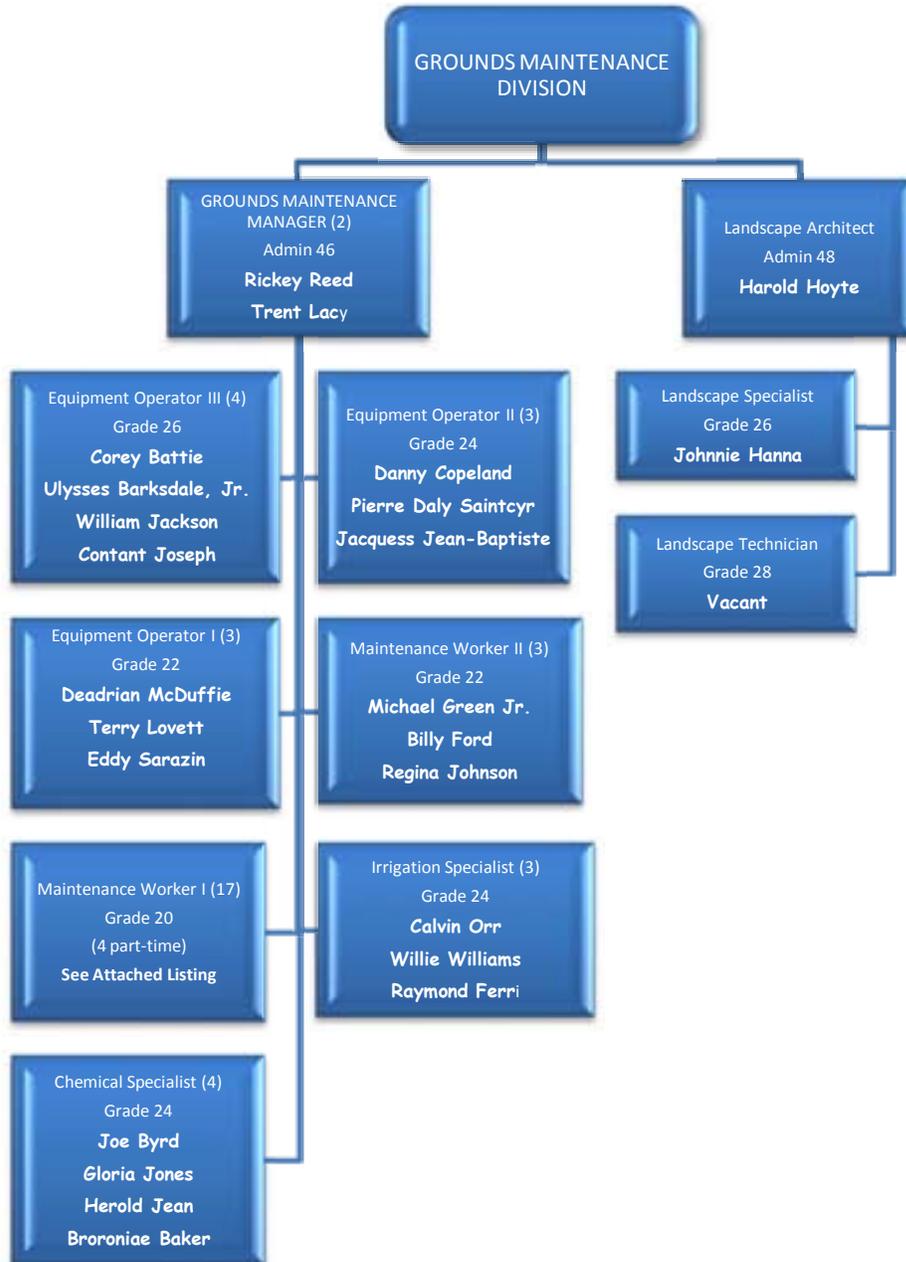
Public Works & Environmental Services Department Fleet Maintenance Division Organization Chart



Public Works & Environmental Services Department

Grounds Maintenance Division

Organization Chart



Public Works & Environmental Services Department

Grounds Maintenance Division

Organization Chart

Maintenance Worker I:

Full Time

Classie Lewis
Clint Wedderburn
Tony Clark
Jerryl Moore
Dennis Johnson
Rhonda Thompson
Eric Long
Jose Rodriguez
Jose Ruiz
Curtis Miller
Alphonso Bryant
Roscoe Harris
Rhonda Quinn

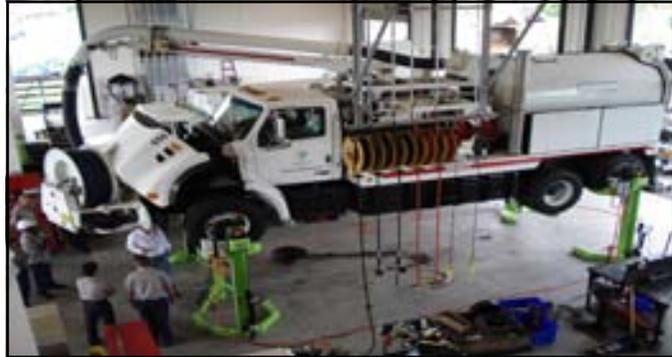
Part Time

Gary Mosley
Flamon Nelson
Eliacin Voltaire
Wilfred Smith Jr.

DEPARTMENT: PUBLIC WORKS AND ENVIRONMENTAL SERVICES



DEPARTMENT/DIVISION GOALS, OBJECTIVES, & MEASUREMENTS- FY2010



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

DEPARTMENT GOALS	DEPARTMENT OBJECTIVES	DEPARTMENT MEASUREMENTS	FY 08 (actual)	FY 09 (estimate)	FY 10 (budget)
To preserve & enhance the city's grounds & landscaping sites	- 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
	- Remove all exotic vegetation throughout the City and replace with native vegetation. Key target species will consist of: Australian Pine, Brazilian Pepper Carrotwood and Old World Climbing fern.	- % of exotics removed.	5%	8%	10%
	- Perform tree inventories that will catalogue existing landscaping.	- % of City inventoried	5%	10%	15%
Reduce and Conserve energy consumption	- Install low energy light fixtures and sensors within City owned facilities to reduce energy usage.	- % decrease in energy usage	<1%	5%	8%

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

**DEPARTMENT: PUBLIC WORKS &
ENVIRONMENTAL SERVICES**

DEPARTMENT GOALS	DEPARTMENT OBJECTIVES	DEPARTMENT MEASUREMENTS	FY 08 (actual)	FY 09 (estimate)	FY 10 (budget)
Upgrade of city transportation infrastructure	- Resurface City streets on an as needed basis by milling and resurfacing roadways in disrepair	- # of miles of streets resurfaced per fiscal year	3 miles	1.5 miles	1.5 miles
Enhance the appearance of the City's streets and public rights-of-ways	- Reconstruct City sidewalks to conform with ADA guidelines	- # of linear footage of sidewalk	3,000 ft.	4,000 ft.	4,000 ft.
	Clean/sweep all public streets	- # of miles of streets swept daily - % of residential streets swept twice a month (public)	49 99%	49 99%	60 95%
	Repair street potholes within 3 days of notification	- % of pothole problems resolved within 3 days	98%	98%	98%
Research and pursue the potential for implementing a Stormwater Utility (SWU) fee to reduce amount of stormwater \$ taken from Street funds.	Implement a storm water utility	- # of stormwater quality control inspections - # of stormwater improvement projects completed	60% 1	100% 3	100% 5

**CITY GOAL#3
SUPERIOR CUSTOMER SERVICE**

DEPARTMENT GOALS	DEPARTMENT OBJECTIVES	DEPARTMENT MEASUREMENTS	FY 08 (actual)	FY 09 (estimate)	FY 10 (budget)
Provide quality internal & external customer service	- Address all 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%
	- Reduce the number of outstanding fleet/equipment work orders	-% reduction in outstanding work orders	25%	30%	30%

**CITY GOAL#3
SUPERIOR CUSTOMER SERVICE**

**DEPARTMENT: PUBLIC WORKS &
ENVIRONMENTAL SERVICES**

DEPARTMENT GOALS	DEPARTMENT OBJECTIVES	DEPARTMENT MEASUREMENTS	FY 08 (actual)	FY 09 (estimate)	FY 10 (budget)
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%
Superior customer service and a customer focused government	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	- # of vehicles in the City fleet divided by the # of vehicles in the shop for repair	95%	95%	95%
	Complete automation of the vehicle and equipment fueling process	# of vehicles in the City fleet divided by the # of vehicles able to complete the automated fuel transaction process	40%	95%	95%

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

DEPARTMENT GOALS	DEPARTMENT OBJECTIVES	DEPARTMENT MEASUREMENTS	FY 08 (actual)	FY 09 (estimate)	FY 10 (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	130	159	159
		(b) Private Sector	94	100	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.	0	4	4
		- # of initiatives pursued.	3	10	20

CITY GOAL#5
PROACTIVELY ADDRESS QUALITY OF LIFE ISSUES

DEPARTMENT: PUBLIC
WORKS & ENVIRONMENTAL
SERVICES

DEPARTMENT GOALS	DEPARTMENT OBJECTIVES	DEPARTMENT MEASUREMENTS	FY 08 (actual)	FY 09 (estimate)	FY 10 (budget)
Maintain City Drainage Systems	- Inspect and maintain 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.	6 15	12 25	12 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 2	2-3 1-2	3-4 2-3

CITY GOAL#7
SAFE & HEALTHY ENVIRONMENT

DEPARTMENT GOALS	DEPARTMENT OBJECTIVES	DEPARTMENT MEASUREMENTS	FY 08 (actual)	FY 09 (estimate)	FY 10 (budget)
Continually Maintain & Monitor a safe and healthy environment	- Collect & dispose all residential solid waste	- # tons of residential solid waste collected - % of missed pick-ups	14,000 <1%	15,000 <1%	17,000 <1%
	- Collect & dispose commercial solid waste	- # tons of commercial solid waste collected as contracted - % of missed pick-ups	63,020 <3%	62,000 <3%	65,000 <3%
	- Collect & dispose all residential recycling	- # tons of residential recycling collected - % of missed pick-ups	5,715 <1%	6,005 <1%	6,125 <1%
	- Collect & dispose commercial recycling	- # tons of commercial recycling collected - % of missed pick-ups	33,000 1%	128,000 1%	131,800 1%

CITY GOAL#7
SAFE & HEALTHY ENVIRONMENT

DEPARTMENT: PUBLIC WORKS AND ENVIRONMENTAL SERVICES

DEPARTMENT GOALS	DEPARTMENT OBJECTIVES	DEPARTMENT MEASUREMENTS	FY 08 (actual)	FY 09 (estimate)	FY 10 (budget)
Continually Maintain & Monitor a safe and healthy environment	-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
	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
Upgrade of City Utility System	-Replace 2" water lines with minimum of 6" water lines & fire hydrants -Maintain existing sanitary gravity (sewer) lines -Continue to monitor and upgrade the wastewater pumping stations	- linear footage of lines replaced	1,300	1,300	1,300
		- linear footage of sewers lined	15,000	15,000	15,000
		- # of pump (lift) stations monitored daily	72	72	72
Upgrade Of City Drainage System	-Evaluate and replace failing drainage systems	- linear footage of pipe replaced	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 break-downs/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

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

DEPARTMENT: PUBLIC WORKS AND ENVIRONMENTAL SERVICES

DEPARTMENT GOALS	DEPARTMENT OBJECTIVES	DEPARTMENT MEASUREMENTS	FY 08 (actual)	FY 09 (estimate)	FY 10 (budget)
	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 08 (actual)	FY 09 (estimate)	FY 10 (budget)
Encourage Employee Development/ Training	- Promote the usage of Quality Teams throughout the Department	-# of quality Teams within the department	4	4	4
	-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
Re-implement Employee of the Quarter – rewarding employees for exemplary performance	- Give employee opportunity to provide input to director and senior management. Provide incentives for performance.	- # of employees nominated.	12	20	25
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.	2 30	3 30	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>07/08</u>	<u>08/09</u>	<u>09/10</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>

EXPENDITURE SUMMARY

	<u>Actual 06/07</u>	<u>Actual 07/08</u>	<u>Budget 08/09</u>	<u>Budget 09/10</u>
Personal services	\$ 355,590	\$ 386,706	\$ 434,550	\$ 441,250
Operating expenditures	37,058	58,078	44,045	29,350
Capital outlay	<u>112,502</u>	<u>-</u>	<u>34,000</u>	<u>-</u>
Total	<u>\$ 505,150</u>	<u>\$ 444,784</u>	<u>\$ 512,595</u>	<u>\$ 470,600</u>

**GENERAL FUND
EXPENDITURES BY OBJECT**

PUBLIC WORKS Administration Division	2008-09					
	2006-07 Actual	2007-08 Actual	Y-T-D Actual (Thru 3/31/09)	2008-09 Y-T-D %age	2008-09 Budget	2009-10 Adopted Budget
<i>Account Description</i>						
Regular Salary	268,069	299,948	144,600	41	354,760	345,121
Longevity	11,449	12,816	6,134	38	15,955	15,694
Sick Leave Conversion Pay	5,168	5,375	5,590	93	6,000	6,000
<i>Salaries & Wages</i>	<u>284,686</u>	<u>318,139</u>	<u>156,324</u>	<u>41</u>	<u>376,715</u>	<u>366,815</u>
FICA	21,732	24,267	11,858	41	28,875	28,079
<i>Payroll Taxes</i>	<u>21,732</u>	<u>24,267</u>	<u>11,858</u>	<u>41</u>	<u>28,875</u>	<u>28,079</u>
Nonuniformed Pension Plan	35,228	27,446	4,165	50	8,330	25,903
ICMA Pension Plan	13,944	16,856	8,478	41	20,630	20,453
<i>Pension Contributions</i>	<u>49,172</u>	<u>44,302</u>	<u>12,643</u>	<u>44</u>	<u>28,960</u>	<u>46,356</u>
Programming/Software	-	1,500	14	-	-	1,000
<i>Communication Services</i>	<u>-</u>	<u>1,500</u>	<u>14</u>	<u>-</u>	<u>-</u>	<u>1,000</u>
Other Contractual Services	4,581	5,132	2,406	-	-	-
<i>Other Contractual Services</i>	<u>4,581</u>	<u>5,132</u>	<u>2,406</u>	<u>-</u>	<u>-</u>	<u>-</u>
Office Supplies	4,655	5,367	2,296	57	4,000	3,500
Professional Publications	-	305	-	-	500	-
Minor Equip, Tools & Hdwe	21,793	11,038	1,596	25	6,325	5,000
Medical and Lab Supplies	167	63	16	11	150	150
Other Commodities	960	30,160	31	2	1,500	1,000
<i>Materials and Supplies</i>	<u>27,575</u>	<u>46,933</u>	<u>3,939</u>	<u>32</u>	<u>12,475</u>	<u>9,650</u>
Copier Lease	1,360	1,911	1,698	82	2,070	5,200
<i>Rentals and Leases</i>	<u>1,360</u>	<u>1,911</u>	<u>1,698</u>	<u>82</u>	<u>2,070</u>	<u>5,200</u>
Printing	969	1,062	40	4	1,000	500
Govt Fees and Permits	-	-	4,370	16	27,000	13,000
Dues & Memberships	2,573	1,538	1,468	98	1,500	-
<i>Other Operating Expenditures</i>	<u>3,542</u>	<u>2,600</u>	<u>5,878</u>	<u>20</u>	<u>29,500</u>	<u>13,500</u>
Buildings	9,954	-	-	-	24,500	-
Office Mach and Equip	102,548	-	-	-	9,500	-
<i>Capital Outlay</i>	<u>112,502</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>34,000</u>	<u>-</u>
Total Administration	<u>505,150</u>	<u>444,784</u>	<u>194,760</u>	<u>38</u>	<u>512,595</u>	<u>470,600</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.

PERSONNEL SERVICES

<u>Grade</u>	<u>Position/Title</u>	<u>07/08</u>	<u>08/09</u>	<u>09/10</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

Roof/Bathroom Repairs- Various Pavilions	\$ 117,000
BSO Central - new roof	50,000
Paint & Parking Lot - City Hall	78,000
	<u>\$ 245,000</u>

EXPENDITURE SUMMARY

	<u>Actual</u> <u>06/07</u>	<u>Actual</u> <u>07/08</u>	<u>Budget</u> <u>08/09</u>	<u>Budget</u> <u>09/10</u>
Personal services	\$ 440,216	\$ 472,182	\$ 507,265	\$ 477,688
Operating expenditures	2,690,462	2,801,329	3,199,366	2,977,050
Capital outlay	<u>584,660</u>	<u>229,488</u>	<u>263,000</u>	<u>245,000</u>
Total	<u>\$ 3,715,338</u>	<u>\$ 3,502,999</u>	<u>\$ 3,969,631</u>	<u>\$ 3,699,738</u>

**GENERAL FUND
EXPENDITURES BY OBJECT**

PUBLIC WORKS <i>Facilities Maintenance Division</i>			2008-09			2009-10
	2006-07	2007-08	Y-T-D Actual (Thru 3/31/09)	2008-09 Y-T-D %age	2008-09 Budget	2009-10 Adopted Budget
<u>Account Description</u>	<u>Actual</u>	<u>Actual</u>				
Regular Salary	328,864	349,293	156,758	41	384,900	373,916
Overtime	20,944	29,174	8,181	23	35,000	20,000
Longevity	9,546	9,706	4,359	36	12,065	11,917
Sick Leave Conversion Pay	6,745	7,899	7,065	88	8,000	8,000
Clothing Allowance	-	-	-	-	-	1,500
<i>Salaries & Wages</i>	<u>366,099</u>	<u>396,072</u>	<u>176,363</u>	<u>40</u>	<u>439,965</u>	<u>415,333</u>
FICA	27,481	29,994	13,398	40	33,390	31,903
<i>Payroll Taxes</i>	<u>27,481</u>	<u>29,994</u>	<u>13,398</u>	<u>40</u>	<u>33,390</u>	<u>31,903</u>
Nonuniformed Pension Plan	22,174	17,842	-	-	-	-
ICMA Pension Plan	24,462	28,273	14,109	42	33,910	30,452
<i>Pension Contributions</i>	<u>46,636</u>	<u>46,115</u>	<u>14,109</u>	<u>42</u>	<u>33,910</u>	<u>30,452</u>
Custodial Services	146,486	196,392	92,580	46	200,000	185,000
Plumbing Services	18,095	23,343	3,625	11	33,000	25,000
Electrical Services	67,083	59,990	25,401	46	55,000	50,000
Serv to Maint Buildings	207,668	128,015	103,048	82	125,000	135,000
Roof Repair & Replacement	21,515	9,825	3,825	15	25,000	15,000
Pool Maintenance	-	-	-	-	-	15,000
Pest Control Services	20,251	21,243	12,108	81	15,000	25,000
Fence Repair & Maint	53,498	34,058	35,377	101	35,000	25,000
Ballfield Light Replacement	11,775	7,688	-	-	6,300	6,300
Electrical Serv Emergency	22,001	16,473	5,031	20	25,000	17,500
Street Light Services	112,210	189,136	47,312	34	140,000	120,000
Air Conditioning Services	86,902	76,348	2,620	4	60,000	60,000
Air Conditioning Emer Svc	47,979	26,880	15,829	69	23,000	29,000
Plumbing Emergency Serv	18,468	22,498	14,358	65	22,000	26,000
Lock and Key Service	16,845	17,210	8,436	56	15,000	16,000
Roof Emergency Services	14,710	4,415	1,125	13	8,500	8,500
Paint Services	34,557	35,543	27,251	273	10,000	20,000
Flooring Services	14,712	6,577	150	1	12,000	12,000
Repair & Maintenance Services	6,640	9,571	16,200	81	20,000	27,000
Fuel Tank Services	-	51,820	7,200	18	40,000	20,000
<i>Repair and Maint. Services</i>	<u>921,395</u>	<u>937,025</u>	<u>421,476</u>	<u>48</u>	<u>869,800</u>	<u>837,300</u>
Other Contractual Services	34,334	100,269	59,750	103	57,816	75,000
<i>Other Contractual Services</i>	<u>34,334</u>	<u>100,269</u>	<u>59,750</u>	<u>103</u>	<u>57,816</u>	<u>75,000</u>
Electric	531,191	566,811	200,823	29	700,000	550,000
Water and Sewer	878,274	886,342	564,423	45	1,250,000	1,150,000
<i>Utility Services</i>	<u>1,409,465</u>	<u>1,453,153</u>	<u>765,246</u>	<u>39</u>	<u>1,950,000</u>	<u>1,700,000</u>

**GENERAL FUND
EXPENDITURES BY OBJECT**

PUBLIC WORKS Facilities Maintenance Division			2008-09			2009-10
	2006-07	2007-08	Y-T-D Actual (Thru 3/31/09)	2008-09 Y-T-D %age	2008-09 Budget	2009-10 Adopted Budget
<u>Account Description</u>						
Pager Rental	(72)	-	-	-	-	-
<i>Communication Services</i>	(72)	-	-	-	-	-
Clothing Allowance	1,122	2,170	-	-	1,500	-
Office Supplies	845	45	4,400	-	-	-
Clean and Sani Supplies	66,241	63,850	34,120	41	83,000	83,000
Minor Equip, Tools & Hdwe	32,161	17,955	2,341	9	25,000	20,000
Plumbing Materials	9,267	12,481	1,799	18	10,000	10,000
Matl to Maintain Buildings	82,973	61,335	16,453	25	65,000	65,000
Matl to Maintain Equipment	7,252	7,802	201	3	6,500	6,500
Matl to Maintain Other	15,807	5,899	5,415	27	20,000	10,000
Matl for Misc Projects	29,091	37,772	39,268	131	30,000	40,000
Electrical Materials	20,490	29,273	22,262	89	25,000	30,000
Air Conditioning Materials	2,651	3,528	3,240	162	2,000	6,500
Paint Materials	12,743	12,782	4,645	39	12,000	12,000
Flooring Materials	52	4,104	-	-	3,000	3,000
Other Commodities	5,673	3,132	2,836	47	6,000	10,000
<i>Materials and Supplies</i>	<u>286,368</u>	<u>262,128</u>	<u>136,980</u>	<u>47</u>	<u>289,000</u>	<u>296,000</u>
Rent of Building/Offices	-	-	-	-	-	24,000
Rent of Equipment	2,751	1,525	2,533	127	2,000	5,000
Rent of Security System	17,155	22,078	11,908	119	10,000	24,000
Holiday Decorations Exp	18,860	24,988	7,242	36	20,000	15,000
<i>Rentals and Leases</i>	<u>38,766</u>	<u>48,591</u>	<u>21,684</u>	<u>68</u>	<u>32,000</u>	<u>68,000</u>
Laundry and Cleaning	206	164	122	16	750	750
<i>Other Operating Expenditures</i>	<u>206</u>	<u>164</u>	<u>122</u>	<u>16</u>	<u>750</u>	<u>750</u>
Buildings	464,776	186,499	-	-	263,000	167,000
Impr Other Than Buildings	119,884	42,989	-	-	-	78,000
<i>Capital Outlay</i>	<u>584,660</u>	<u>229,488</u>	<u>-</u>	<u>-</u>	<u>263,000</u>	<u>245,000</u>
Total Facilities Maintenance	<u>3,715,338</u>	<u>3,502,999</u>	<u>1,609,128</u>	<u>41</u>	<u>3,969,631</u>	<u>3,699,738</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>07/08</u>	<u>08/09</u>	<u>09/10</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	2	3	2
20	Parts Specialist	2	2	1
24	Fleet Maintenance Coordinator	1	1	1
28	Welder	1	1	1
20	Maintenance Worker I	<u>1</u>	<u>1</u>	<u>1</u>
	Total	<u>17</u>	<u>17</u>	<u>15</u>

EXPENDITURE SUMMARY

	<u>Actual</u> <u>06/07</u>	<u>Actual</u> <u>07/08</u>	<u>Budget</u> <u>08/09</u>	<u>Budget</u> <u>09/10</u>
Personal services	\$ 840,489	\$ 946,519	\$ 1,080,750	\$ 1,040,393
Operating expenditures	438,845	555,336	497,700	467,200
Capital outlay	-	139,208	118,000	-
Total	<u>\$ 1,279,334</u>	<u>\$ 1,641,063</u>	<u>\$ 1,696,450</u>	<u>\$ 1,507,593</u>

**GENERAL FUND
EXPENDITURES BY OBJECT**

PUBLIC WORKS Fleet Maintenance Division	2008-09					
	2006-07 Actual	2007-08 Actual	Y-T-D Actual (Thru 3/31/09)	2008-09 Y-T-D %age	2008-09 Budget	2009-10 Adopted Budget
<u>Account Description</u>						
Regular Salary	686,676	768,935	359,644	40	890,600	845,802
Overtime	2,089	14,613	1,355	9	15,000	5,000
Longevity	13,822	16,121	7,843	37	21,280	22,143
Sick Leave Conversion Pay	7,361	9,138	8,299	83	10,000	10,000
Clothing Allowance	-	-	-	-	-	3,500
<i>Salaries & Wages</i>	<u>709,948</u>	<u>808,807</u>	<u>377,141</u>	<u>40</u>	<u>936,880</u>	<u>886,445</u>
FICA	51,396	58,360	27,397	38	71,745	68,842
<i>Payroll Taxes</i>	<u>51,396</u>	<u>58,360</u>	<u>27,397</u>	<u>38</u>	<u>71,745</u>	<u>68,842</u>
Nonuniformed Pension Plan	31,240	23,105	3,640	50	7,280	22,825
ICMA Pension Plan	47,905	56,245	26,644	41	64,845	62,281
<i>Pension Contributions</i>	<u>79,145</u>	<u>79,350</u>	<u>30,284</u>	<u>42</u>	<u>72,125</u>	<u>85,106</u>
Programming/ Software	1,500	1,500	-	-	-	-
<i>Professional Services</i>	<u>1,500</u>	<u>1,500</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Serv to Maintain Equipment	2,109	1,992	865	39	2,200	4,700
<i>Repair and Maint Services</i>	<u>2,109</u>	<u>1,992</u>	<u>865</u>	<u>39</u>	<u>2,200</u>	<u>4,700</u>
Clothing Allowance	3,063	4,051	-	-	3,500	-
Professional Publications	327	294	-	-	500	-
Clean and Sani Supplies	6,863	14,600	4,125	34	12,000	12,000
Minor Equip, Tools & Hdwe	14,372	15,399	8,563	49	17,500	17,500
Matl to Maint Equipment	18,758	17,667	8,805	59	15,000	15,000
<i>Materials and Supplies</i>	<u>43,693</u>	<u>52,011</u>	<u>21,492</u>	<u>44</u>	<u>48,500</u>	<u>44,500</u>
License Tags	2,057	1,876	751	38	2,000	2,000
Vehicle Painting	2,007	3,675	2,600	31	8,500	3,500
Auto Body Repair	18,500	12,971	3,114	17	18,500	5,000
Gasoline	164,378	211,535	95,854	60	160,000	160,000
Diesel Fuel	91,661	133,538	54,617	34	160,000	140,000
Matl to Maint Vehicles	69,774	84,460	48,467	75	65,000	75,000
Tires	20,846	22,355	13,733	81	17,000	17,000
Batteries	3,291	6,265	2,514	63	4,000	4,000
Oil and Lubricants	3,270	4,853	1,481	49	3,000	3,000
Propane Gas	7,857	9,286	-	-	-	-
Compressed Natural Gas	189	24	-	-	500	-
<i>Vehicle Operating Expense</i>	<u>383,830</u>	<u>490,838</u>	<u>223,131</u>	<u>51</u>	<u>438,500</u>	<u>409,500</u>

**GENERAL FUND
EXPENDITURES BY OBJECT**

PUBLIC WORKS Fleet Maintenance Division			2008-09			2009-10
	2006-07	2007-08	Y-T-D Actual (Thru 3/31/09)	2008-09 Y-T-D %age	2008-09 Budget	Adopted Budget
<u>Account Description</u>						
Printing	1,381	1,438	412	41	1,000	1,000
Freight and Cartage	38	-	-	-	-	-
Laundry and Cleaning	4,970	5,841	3,706	57	6,500	6,500
Storage Tank Permits	490	815	-	-	-	-
Dues & Memberships	834	903	869	87	1,000	1,000
<i>Other Operating Expenditures</i>	<u>7,713</u>	<u>8,997</u>	<u>4,987</u>	<u>59</u>	<u>8,500</u>	<u>8,500</u>
Automotive Equipment	-	-	15,953	100	16,000	-
Other Mach and Equipment	-	139,208	-	-	102,000	-
<i>Capital Outlay</i>	<u>-</u>	<u>139,208</u>	<u>15,953</u>	<u>14</u>	<u>118,000</u>	<u>-</u>
Total Fleet Maintenance	<u>1,279,334</u>	<u>1,641,063</u>	<u>701,250</u>	<u>41</u>	<u>1,696,450</u>	<u>1,507,593</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>07/08</u>	<u>08/09</u>	<u>09/10</u>
48	City Landscape Architect	0	1	1
48	City Landscaper	1	0	0
46	Grounds Maintenance Manager	2	2	2
28	Landscape Technician	1	1	1
26	Landscape Specialist	1	1	1
26	Equipment Operator III	4	4	4
24	Chemical Specialist	3	4	4
24	Irrigation Specialist	3	3	3
24	Equipment Operator II	3	3	3
22	Equipment Operator I	4	3	3
22	Maintenance Worker II	3	3	3
20	Maintenance Worker I (4 part-time)	<u>21</u>	<u>21</u>	<u>17</u>
	Total	<u>46</u>	<u>46</u>	<u>42</u>

EXPENDITURE SUMMARY

	<u>Actual</u> <u>06/07</u>	<u>Actual</u> <u>07/08</u>	<u>Budget</u> <u>08/09</u>	<u>Budget</u> <u>09/10</u>
Personal services	\$ 2,101,650	\$ 2,105,562	\$ 2,320,255	\$ 2,265,049
Operating expenditures	422,526	233,274	305,500	763,850
Capital outlay	34,149	5,650	156,000	-
Total	<u>\$ 2,558,325</u>	<u>\$ 2,344,486</u>	<u>\$ 2,781,755</u>	<u>\$ 3,028,899</u>

**GENERAL FUND
EXPENDITURES BY OBJECT**

PUBLIC WORKS Grounds Maintenance Division	2008-09					
	2006-07 Actual	2007-08 Actual	Y-T-D Actual (Thru 3/31/09)	2008-09 Y-T-D %age	2008-09 Budget	2009-10 Adopted Budget
<u>Account Description</u>						
Regular Salary	1,656,628	1,660,858	784,169	41	1,917,205	1,814,622
Overtime	28,610	30,417	5,162	29	18,000	10,000
Longevity	46,413	48,115	23,989	39	60,865	62,963
Sick Leave Conversion Pay	17,772	24,161	24,316	95	25,500	25,000
Clothing Allowance	-	-	-	-	-	8,500
<i>Salaries & Wages</i>	<u>1,749,423</u>	<u>1,763,551</u>	<u>837,636</u>	<u>41</u>	<u>2,021,570</u>	<u>1,921,085</u>
FICA	129,681	130,273	61,949	41	152,910	147,115
<i>Payroll Taxes</i>	<u>129,681</u>	<u>130,273</u>	<u>61,949</u>	<u>41</u>	<u>152,910</u>	<u>147,115</u>
Nonuniformed Pension Plan	120,974	98,369	10,985	50	21,970	69,506
ICMA Pension Plan	101,572	113,369	54,625	44	123,805	127,343
<i>Pension Contributions</i>	<u>222,546</u>	<u>211,738</u>	<u>65,610</u>	<u>45</u>	<u>145,775</u>	<u>196,849</u>
Programming Software	-	-	-	-	11,800	4,000
<i>Professional Services</i>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>11,800</u>	<u>4,000</u>
Canal Maint/Dredging	7,500	-	-	-	50,000	-
Tree Maintenance	50,386	26,618	20,206	101	20,000	25,000
Other Contractual Services	613	4,674	3,869	39	10,000	10,000
<i>Other Contractual Services</i>	<u>58,499</u>	<u>31,292</u>	<u>24,075</u>	<u>30</u>	<u>80,000</u>	<u>35,000</u>
Pager Rental	(19)	-	-	-	-	-
<i>Communication Services</i>	<u>(19)</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Clothing Allowance	6,999	10,975	246	3	7,200	-
Professional Publications	874	315	(168)	(34)	500	500
Agri and Hort Supplies	88,141	67,761	34,555	69	50,000	60,000
Chemicals	21,890	18,819	10,926	48	23,000	23,000
Minor Equip, Tools & Hdwe	31,758	17,450	6,532	44	15,000	15,000
Mulch	35,846	13,144	1,550	4	35,000	25,000
Beach Renourishment	-	-	-	-	-	515,850
Traffic Control, Signs	1,860	1,074	595	40	1,500	1,500
Top Soil	10,579	500	3,750	75	5,000	5,000
Matl to Maint Equipment	(530)	-	-	-	-	-
Matl to Maint Other	61,777	18,037	10,516	60	17,500	20,000
Sod	23,698	8,021	3,138	17	18,000	15,000
Sand Pine Preserve	7,752	13,108	-	-	2,000	2,000
Matl for Misc Projects	57,787	12,381	14,780	74	20,000	25,000
Topiary Deer	1,350	-	-	-	-	-
Other Commodities	-	-	1,328	-	-	-
<i>Materials and Supplies</i>	<u>349,781</u>	<u>181,585</u>	<u>87,747</u>	<u>45</u>	<u>194,700</u>	<u>707,850</u>
Rent of Equipment	5,784	13,115	325	4	8,000	6,000
<i>Rentals and Leases</i>	<u>5,784</u>	<u>13,115</u>	<u>325</u>	<u>4</u>	<u>8,000</u>	<u>6,000</u>

**GENERAL FUND
EXPENDITURES BY OBJECT**

PUBLIC WORKS Grounds Maintenance Division			2008-09			2009-10
	2006-07	2007-08	Y-T-D Actual (Thru 3/31/09)	2008-09 Y-T-D %age	2008-09 Budget	2009-10 Adopted Budget
<u>Account Description</u>						
Laundry and Cleaning	6,923	6,593	4,417	49	9,000	9,000
Freight, Cartage, Gov't Fees & Permits	290	290	-	-	500	500
Dues & Memberships	1,268	399	455	30	1,500	1,500
<i>Other Operating Expenditures</i>	<u>8,481</u>	<u>7,282</u>	<u>4,872</u>	<u>44</u>	<u>11,000</u>	<u>11,000</u>
Automotive Equipment	-	-	52,519	34	156,000	-
Office Mach and Equipment	-	5,650	-	-	-	-
Other Mach and Equipment	34,149	-	-	-	-	-
<i>Capital Outlay</i>	<u>34,149</u>	<u>5,650</u>	<u>52,519</u>	<u>34</u>	<u>156,000</u>	<u>-</u>
Total Grounds Maintenance	<u>2,558,325</u>	<u>2,344,486</u>	<u>1,134,734</u>	<u>41</u>	<u>2,781,755</u>	<u>3,028,899</u>
TOTAL PUBLIC WORKS	<u>8,058,147</u>	<u>7,933,332</u>	<u>3,639,872</u>	<u>41</u>	<u>8,960,431</u>	<u>8,706,830</u>

Parks & Recreation

Administration Recreation Parks Pier

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.

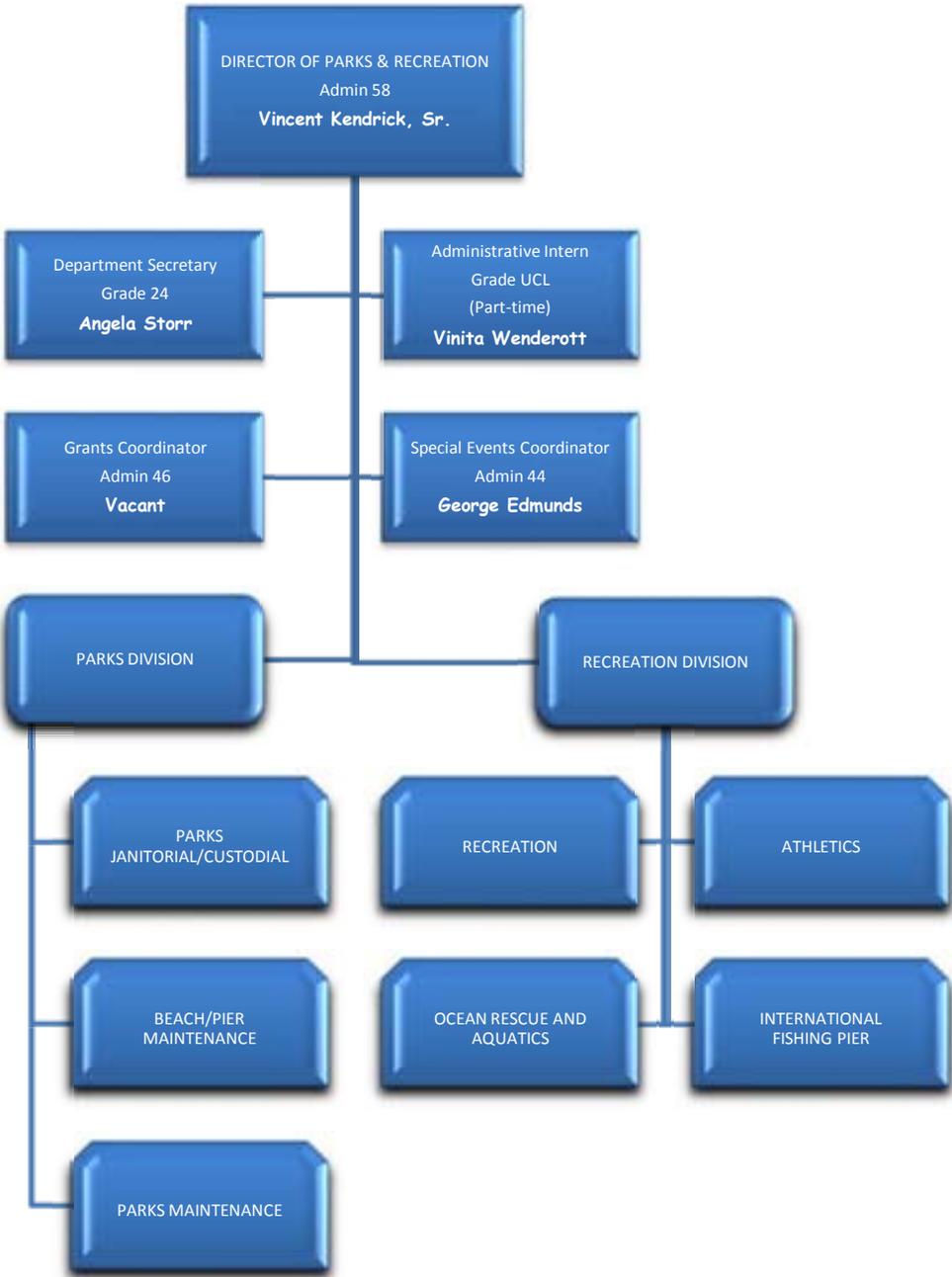
The Community Services Department has been re-organized, which includes expanded responsibilities, services in the annexed unincorporated area, and name change. The name has been changed to PARKS & RECREATION DEPARTMENT, which is conducive to the type of service that is provided by this department. The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

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

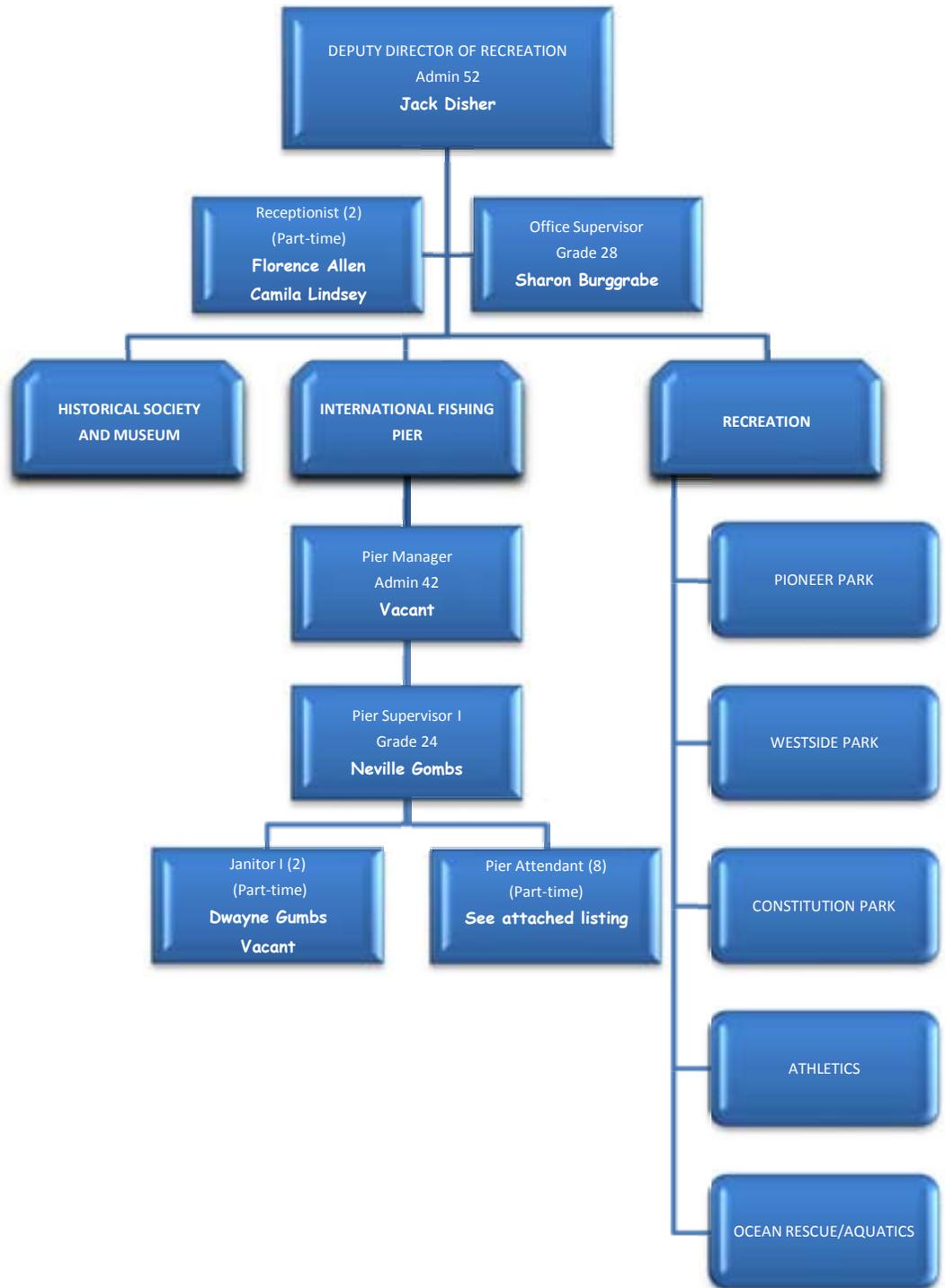
DEPARTMENT GOALS

- 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 Administration Division Organization Chart



Parks and Recreation Department Recreation Division Organization Chart



Parks & Recreation Department

Recreation Division - International Fishing Pier

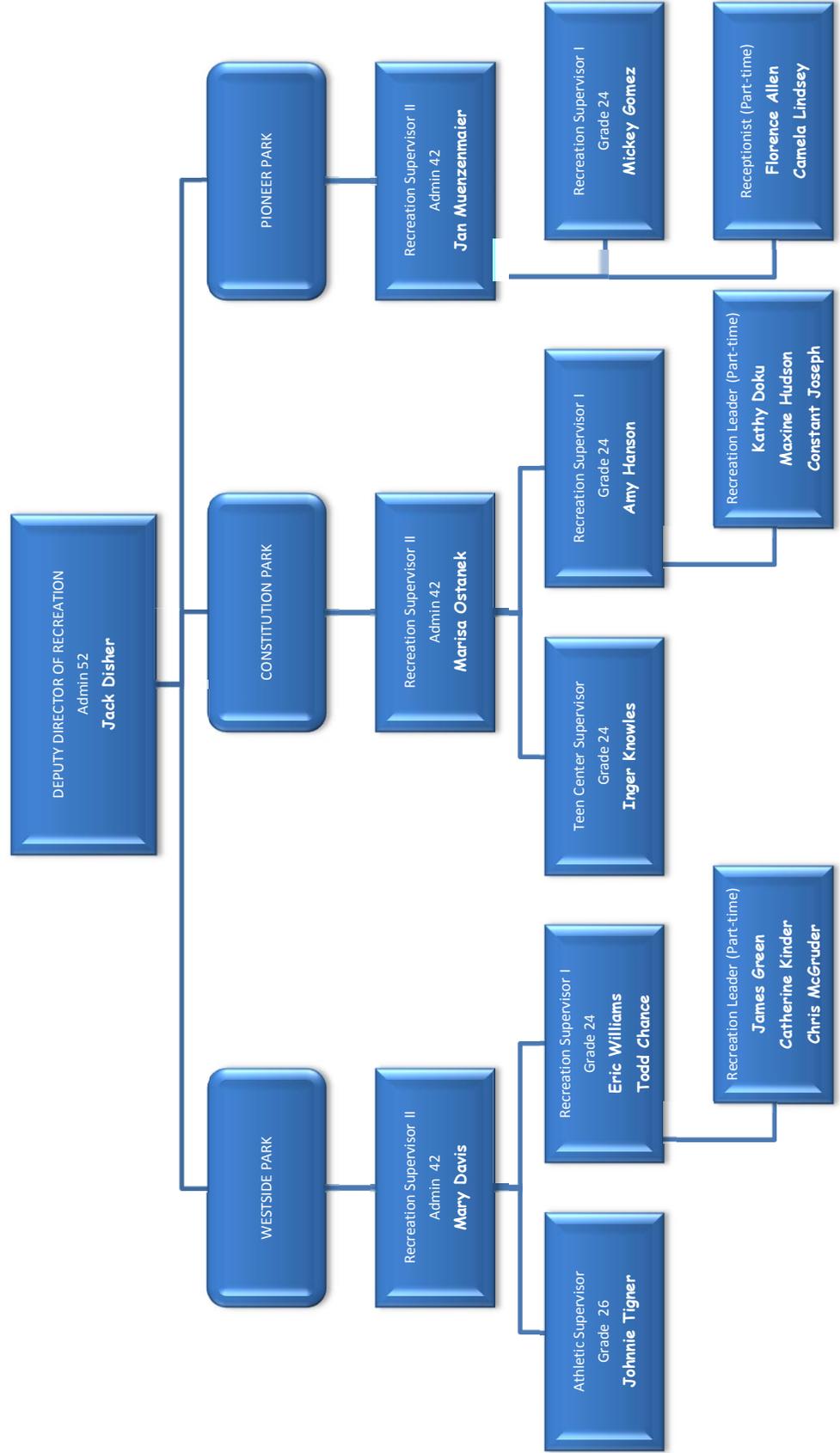
Organization Chart (Continued)

Pier Attendant (Part-time) (8)

First	Last
Ernst	Benjamin
Stephen	Bragg
Remona	Carter-Edwards
Patrick	Clyde*
Megan	Davis*
Kathryn	Hartnett
Robert	Hathaway*
Vernell	Higgs
Morgan	McKought*
Charmaine	Mitchell
Christopher	Nicklin*
Jason	Rolle*
Brendan	Thomas*

**Denotes employment on a will-call basis.*

Parks and Recreation Department Recreation Division Organization Chart



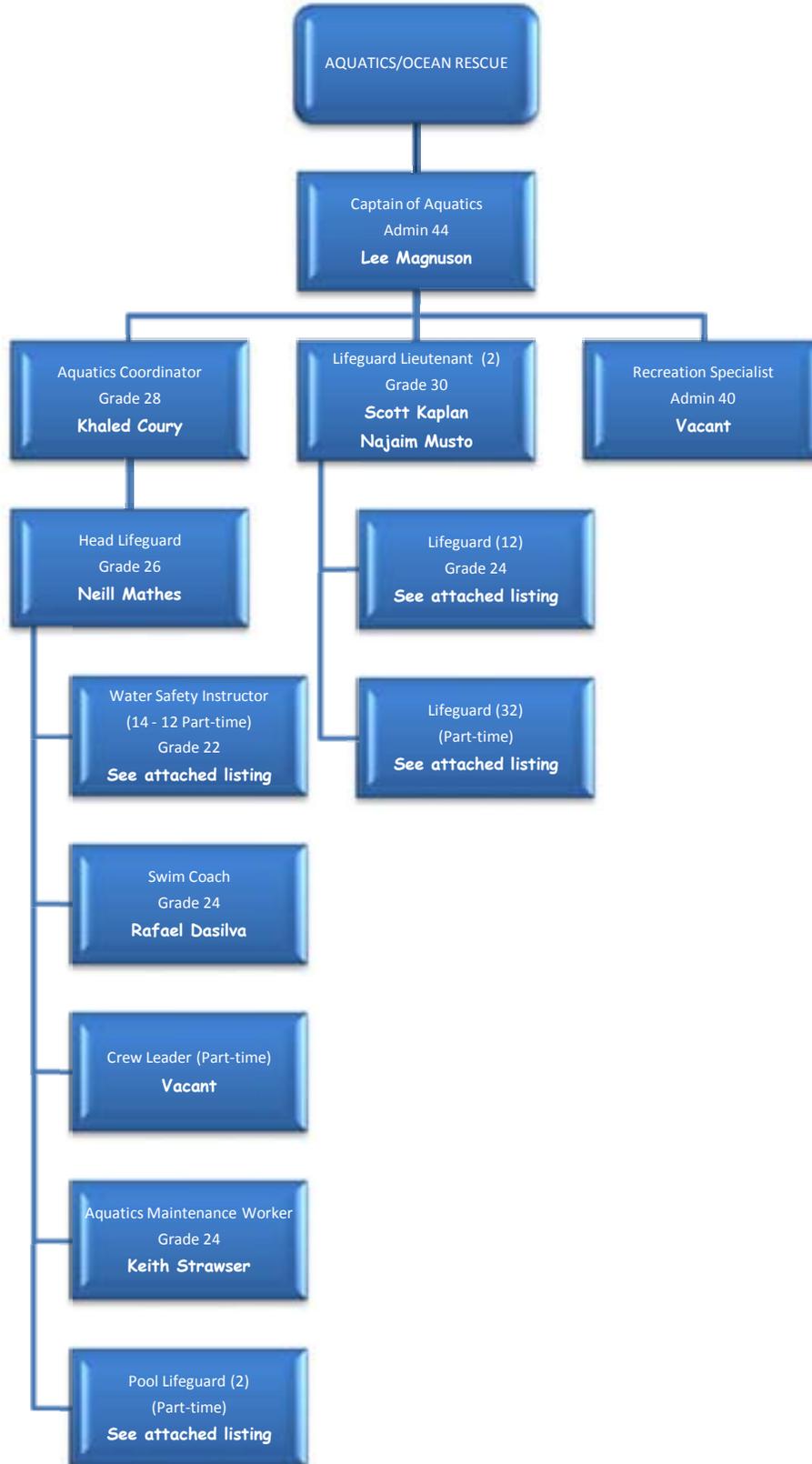
Parks and Recreation Department

Recreation Division - Athletics

Organization Chart



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



Parks & Recreation Department

Recreation Division - Aquatics/Ocean Rescue

Organization Chart (Continued)

First	Last	First	Last
<u>Lifeguard (12)</u>		<u>Lifeguard (Part-time) (34)</u>	
Tyrone	Backers, Jr.	Dale	Fagan
Brian	Benice	Anthony	Baker
Michael	Brown	Brandon	Bartlett
John	Cammack	Matthew	Cohen
Justin	Daley	Anthony	Danes
Philip	Dibello	Daniel	Demarino
Adam	Gaver	Ryan	Donahue*
Aljuwon	Harris	Robert	Finch
Kevin	Hoag	Luiz	Freitas
Jeffery	Noell	Miguel	Garcia*
Roland	White	Kevin	Garland
Vacant		Barry	Garland II*
		Randy	Hahn
<u>Water Safety Inst. (Part-time)(12)</u>		Mike	Hamilton
Tara	Glassover	Gary	Heiland II*
Mackenzie	Briggs*	Andrew	Holtfreter
Steven	Brighton*	Sergio	Jatoba
Kenneth	Brighton*	Scott	Langford*
Joanna	Brighton*	Jose	Morales
Justin	Celauro*	Dennis	Murray*
Robert	Cusmano*	Elizabeth	Noland*
Lauren	Dismuke	Bryan	Osler*
Michael	Fabiano*	George	Ploetz
Ashley	Fernaays*	Seth	Rosenthal
Luis	Figueroa*	Roman	Strohmenger*
Stephan	Hamil*	Shaun	Sullivan*
Ryan	Heigel	Jonathan	Swiderski-Myhill*
Conor	Hennigar*	Edwin	Wright
Brendan	Hennigar*	Vacant (6)	
Diego	Maurent		
Marlon	Morris	<u>Water Safety Inst. (Full-time)(2)</u>	
Nikki	Paez*	Jamie	Fishman
Michelle	Pelletier*	Travis	Epting
Marc	Pelletier*		
Thomas	Pitera*		
Edward	Rada*		
Audrey	Rada*		
Thatcher	Robertson*		
Jane	Salna		
Tyler	Stahly*		
Shima	Suzuki*		
Christina	Tozzi*		

*Denotes employment on a will-call basis.

Parks and Recreation Department

Parks Division

Organization Chart



*This individual also serves as acting Deputy Director of Parks.

**Parks & Recreation Department
Parks Division
Organization Chart (Continued)**

Maintenance Worker I

First	Last
Shamera	Barksdale
Kenya	Brown
Ricky	Davis
Hayward	Fulmore
Jennifer	Jenkins
Trent	Lacy, Jr.
Valerie	Patterson
Flora	Quinn
Jason	Rolle
Timothy	Strowbridge
Brendan	Thomas

Maintenance Worker I (P/T)

First	Last
Ogavian	Braxton
Jamal	Duncan
Eric	Duncans
Aaron	Fulmore
Archie	Guner, Jr.
Vincent	Hughes
Larry	Johnson
Alvin	Jordan, Jr.
Michael	Millner
Cassandra	Moye
Daniel	Robinson
Melvin	Russell
Frederick	Scott
Lindsey	Smith
Steven	Strobridge
Sebastian	Tigner
Troy	Walker
Lonnie	Washington
Felicia	Welch
James	Williams
Harvey	Wimbly
Vacant (6)	



DEPARTMENT: PARKS AND RECREATION

DEPARTMENT/DIVISION GOALS, OBJECTIVES, & MEASUREMENTS- FY2009



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

DEPARTMENT GOALS	DEPARTMENT OBJECTIVES	DEPARTMENT MEASUREMENTS	FY 08 (actual)	FY 09 (estimate)	FY 10 (budget)
Beautify, Maintain and Enhance the City's Parks & Cemeteries	- Maintain the two city owned cemeteries throughout the year	- # of acres Maintained	35	N/A	N/A
		- # of complaints	5	N/A	N/A
	- Parks	- # of acres maintained	151	N/A	N/A
	- Prepare all athletic fields throughout the year	- # of fields maintained	25	N/A	N/A
		- # of complaints	5	N/A	N/A

**CITY GOAL#3
SUPERIOR CUSTOMER SERVICE**

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

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

**DEPARTMENT: PARKS AND
RECREATION**

DEPARTMENT GOALS	DEPARTMENT OBJECTIVES	DEPARTMENT MEASUREMENTS	FY 08 (actual)	FY 09 (estimate)	FY 10 (budget)
Encourage Private Sector Involvement in City's Cultural & Recreational Activities	- Increase sponsorships of City Cultural activities	- # of activities sponsored	N/A	N/A	N/A
		- \$ amount of total sponsorship	N/A	N/A	N/A
	- Increase sponsorship of City Recreational activities	- # of activities sponsored	N/A	N/A	N/A
		- \$ amount of total sponsorship	N/A	N/A	N/A

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

DEPARTMENT GOALS	DEPARTMENT OBJECTIVES	DEPARTMENT MEASUREMENTS	FY 08 (actual)	FY 09 (estimate)	FY 10 (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	N/A	N/A	N/A
		- # of new recreational programs introduced	N/A	N/A	N/A

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

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

CITY GOAL#8
EMPLOYEE DEVELOPMENT & SATISFACTION

DEPARTMENT: PARKS AND RECREATION

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

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

DEPARTMENT GOALS	DEPARTMENT OBJECTIVES	DEPARTMENT MEASUREMENTS	FY 08 (actual)	FY 09 (estimate)	FY 10 (budget)
Market and Effectively Communicate all Cultural and Recreational Programs to the Public	- Design and produce brochures for public distribution	- # of brochures developed	4	N/A	N/A
	- 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	10	N/A	N/A

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>07/08</u>	<u>08/09</u>	<u>09/10</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	1	1	1
UCL	Admin. Intern (part-time)	<u>1</u>	<u>1</u>	<u>1</u>
	Total	<u>5</u>	<u>5</u>	<u>5</u>

EXPENDITURE SUMMARY

	<u>Actual</u> <u>06/07</u>	<u>Actual</u> <u>07/08</u>	<u>Budget</u> <u>08/09</u>	<u>Budget</u> <u>09/10</u>
Personal services	\$ 383,946	\$ 363,925	\$ 486,310	\$ 501,904
Operating expenditures	843,625	663,818	555,837	372,800
Total	<u>\$ 1,227,571</u>	<u>\$ 1,027,743</u>	<u>\$ 1,042,147</u>	<u>\$ 874,704</u>

**GENERAL FUND
EXPENDITURES BY OBJECT**

PARKS & RECREATION Administration Division	2008-09				2008-09 Budget	2009-10 Adopted Budget
	2006-07 Actual	2007-08 Actual	Y-T-D Actual (Thru 3/31/08)	Y-T-D %age		
<u>Account Description</u>						
Regular Salary	235,265	259,881	122,088	34	356,255	361,580
Overtime	103,552	53,758	38,468	85	45,000	55,000
Longevity	2,703	2,844	1,430	23	6,090	6,090
Automobile Allowance	8,000	8,092	3,708	46	8,000	8,423
Sick Leave Conversion Pay	-	1,189	962	16	6,000	6,000
Clothing Allowance	-	-	-	-	-	2,500
<i>Salaries & Wages</i>	<u>349,520</u>	<u>325,764</u>	<u>166,655</u>	<u>40</u>	<u>421,345</u>	<u>439,593</u>
FICA	15,651	17,485	7,692	24	32,410	33,841
<i>Payroll Taxes</i>	<u>15,651</u>	<u>17,485</u>	<u>7,692</u>	<u>24</u>	<u>32,410</u>	<u>33,841</u>
ICMA Pension Plan	18,775	20,676	9,969	31	32,555	28,470
<i>Pension Contributions</i>	<u>18,775</u>	<u>20,676</u>	<u>9,969</u>	<u>31</u>	<u>32,555</u>	<u>28,470</u>
Programming/Software	1,939	16,435	(1,788)	(22)	8,000	10,000
<i>Professional Services</i>	<u>1,939</u>	<u>16,435</u>	<u>(1,788)</u>	<u>(22)</u>	<u>8,000</u>	<u>10,000</u>
Other Contractual Services	194,881	174,553	28,875	72	40,000	40,000
<i>Other Contractual Services</i>	<u>194,881</u>	<u>174,553</u>	<u>28,875</u>	<u>72</u>	<u>40,000</u>	<u>40,000</u>
Wireless Subscriptions	220	-	-	-	-	-
<i>Communications</i>	<u>220</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Clothing Allowance	-	739	215	9	2,500	-
Office Supplies	2,931	3,635	1,434	29	5,000	5,000
Professional Publications	-	-	-	-	1,100	500
Minor Equip, Tools & Hdwe	-	79	228	11	2,000	1,000
Misc Operational Items	16,587	23,648	8,283	28	30,000	30,000
Student Government Day	-	-	-	-	-	1,000
Ocean Power Boat Race	121,656	-	-	-	-	-
Dunn's Run	11,316	4,284	585	6	10,000	8,000
Fourth of July	63,642	108,834	16,475	14	115,000	65,000
Mango Festival	76,653	147,755	-	-	65,000	25,000
Brazilian Festival	-	-	-	-	-	10,000
Founders' Day	132,086	85,007	92,534	80	115,000	25,000
Prayer Day Program	-	-	-	-	1,500	500
Parks Misc Special Events	-	50,190	41,098	50	82,237	45,000
<i>Materials and Supplies</i>	<u>424,871</u>	<u>424,171</u>	<u>160,851</u>	<u>37</u>	<u>429,337</u>	<u>216,000</u>
Rental of Equipment	61,505	12,186	4,260	24	18,000	50,000
Copier Lease	4,922	4,059	2,692	34	8,000	4,800
<i>Rentals and Leases</i>	<u>66,427</u>	<u>16,245</u>	<u>6,952</u>	<u>27</u>	<u>26,000</u>	<u>54,800</u>
Printing	46,833	3,660	30	-	20,000	20,000
Entertainment	108,274	27,336	7,973	27	30,000	30,000
Dues & Memberships	180	1,418	540	22	2,500	2,000
<i>Other Operating Expenditures</i>	<u>155,287</u>	<u>32,414</u>	<u>8,543</u>	<u>16</u>	<u>52,500</u>	<u>52,000</u>
Total Administration	<u>1,227,571</u>	<u>1,027,743</u>	<u>387,749</u>	<u>37</u>	<u>1,042,147</u>	<u>874,704</u>

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>07/08</u>	<u>08/09</u>	<u>09/10</u>
52	Deputy Director of Recreation	1	1	1
44	Captain of Aquatics	1	1	1
42	Recreation Supervisor II	3	3	3
40	Recreation Specialist	1	1	1
40	Athletic Coordinator	1	1	1
30	Lifeguard Lieutenant	2	2	2
28	Aquatics Coordinator	1	1	1
28	Office Supervisor	1	1	1
26	Athletic Supervisor	3	3	3
26	Head Lifeguard	1	1	1
24	Recreation Supervisor I	4	4	4
24	Teen Center Supervisor	1	1	1
24	Lifeguard (34 part-time)	46	46	46
24	Swim Coach	1	1	1
24	Aquatics Maintenance Worker	1	1	1
22	Water Safety Instructor (12 part-time)	14	14	14
UCL	Recreation Leader (part-time)	35	35	35
UCL	Receptionist (part-time)	2	2	2
UCL	Assistant Coach-P.E. Instructor (part-time)	2	2	2
UCL	Crew Leader (part-time)	3	3	3
UCL	Concession Attendant (part-time)	<u>3</u>	<u>3</u>	<u>3</u>
	Total	<u>127</u>	<u>127</u>	<u>127</u>

EXPENDITURE SUMMARY

	<u>Actual</u> <u>06/07</u>	<u>Actual</u> <u>07/08</u>	<u>Budget</u> <u>08/09</u>	<u>Budget</u> <u>09/10</u>
Personal services	\$ 2,705,095	\$ 3,130,838	\$ 3,243,186	\$ 3,341,357
Operating expenditures	280,820	587,329	805,770	726,977
Capital outlay	<u>51,566</u>	<u>-</u>	<u>43,400</u>	<u>-</u>
Total	<u>\$ 3,037,481</u>	<u>\$ 3,718,167</u>	<u>\$ 4,092,356</u>	<u>\$ 4,068,334</u>

**GENERAL FUND
EXPENDITURES BY OBJECT**

PARKS & RECREATION Recreation Division			2008-09			
	2006-07 Actual	2007-08 Actual	Y-T-D Actual (Thru 3/31/09)	2008-09 Y-T-D %age	2008-09 Budget	2009-10 Adopted Budget
<u>Account Description</u>						
Regular Salary	2,234,705	2,623,027	1,181,502	43	2,768,155	2,794,724
Overtime	43,848	44,117	23,355	156	15,000	15,885
Longevity	41,569	49,788	24,053	47	51,085	62,731
Advanced Education	13,582	16,452	8,183	131	6,231	4,800
Sick Leave Conversion Pay	13,183	14,921	14,894	74	20,000	20,000
Clothing Allowance	-	-	-	-	-	22,450
<i>Salaries & Wages</i>	<u>2,346,887</u>	<u>2,748,305</u>	<u>1,251,987</u>	<u>44</u>	<u>2,860,471</u>	<u>2,920,590</u>
FICA	174,595	203,778	93,822	41	226,875	223,611
<i>Payroll Taxes</i>	<u>174,595</u>	<u>203,778</u>	<u>93,822</u>	<u>41</u>	<u>226,875</u>	<u>223,611</u>
Nonuniformed Pension Plan	75,671	63,210	9,685	50	19,370	59,242
ICMA Pension Plan	107,942	115,545	57,924	42	136,470	137,914
<i>Pension Contributions</i>	<u>183,613</u>	<u>178,755</u>	<u>67,609</u>	<u>43</u>	<u>155,840</u>	<u>197,156</u>
Programming/Software	9,871	-	-	-	5,000	5,000
Tennis Services Contract	39,593	56,186	59,200	100	59,200	59,200
<i>Professional Services</i>	<u>49,464</u>	<u>56,186</u>	<u>59,200</u>	<u>92</u>	<u>64,200</u>	<u>64,200</u>
Services to Maintain Other	1,269	-	-	-	1,000	1,000
<i>Repair & Maintenance Services</i>	<u>1,269</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>1,000</u>	<u>1,000</u>
Other Contractual Services	16,590	94,250	44,390	37	121,000	135,000
<i>Other Contractual Services</i>	<u>16,590</u>	<u>94,250</u>	<u>44,390</u>	<u>37</u>	<u>121,000</u>	<u>135,000</u>
Clothing Allowance	11,273	6,178	9,969	43	23,000	-
Office Supplies	9,201	15,155	6,457	54	12,000	10,000
Professional Publications	95	221	245	27	900	650
Chemicals	23,345	33,871	17,437	44	40,000	40,000
Minor Equip, Tools, Hdwe	3,582	18,157	9,436	43	22,200	6,200
Medical and Lab Supplies	2,741	1,602	1,323	22	6,000	8,470
Athletic and Rec Supplies	74,869	149,572	61,530	30	201,970	190,222
Misc Operational Items	42,458	167,183	87,200	51	172,500	160,000
<i>Materials and Supplies</i>	<u>167,564</u>	<u>391,939</u>	<u>193,596</u>	<u>40</u>	<u>478,570</u>	<u>415,542</u>
Swimming Pool Rental	13,050	-	-	-	13,500	13,500
Rent of Equipment	23,597	31,758	5,215	6	89,000	63,810
<i>Rentals and Leases</i>	<u>36,647</u>	<u>31,758</u>	<u>5,215</u>	<u>5</u>	<u>102,500</u>	<u>77,310</u>

**GENERAL FUND
EXPENDITURES BY OBJECT**

PARKS & RECREATION Recreation Division			2008-09			2009-10
	2006-07	2007-08	Y-T-D Actual (Thru 3/31/09)	2008-09 Y-T-D %age	2008-09 Budget	2009-10 Adopted Budget
<u>Account Description</u>						
Printing	1,773	4,718	2,854	48	6,000	4,500
Entertainment	5,390	5,507	1,113	4	29,000	24,925
Govt Fees and Permits	200	-	-	-	-	-
Dues & Memberships	<u>1,923</u>	<u>2,971</u>	<u>2,064</u>	<u>59</u>	<u>3,500</u>	<u>4,500</u>
<i>Other Operating Expenditures</i>	<u>9,286</u>	<u>13,196</u>	<u>6,031</u>	<u>16</u>	<u>38,500</u>	<u>33,925</u>
Improvements Other than Bldg.	-	-	-	-	35,000	-
Automotive Equipment	45,566	-	7,400	88	8,400	-
Other Machinery & Equipment	<u>6,000</u>	-	-	-	-	-
<i>Capital Outlay</i>	<u>51,566</u>	-	<u>7,400</u>	<u>17</u>	<u>43,400</u>	-
Total Recreation	<u>3,037,481</u>	<u>3,718,167</u>	<u>1,729,250</u>	<u>42</u>	<u>4,092,356</u>	<u>4,068,334</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>07/08</u>	<u>08/09</u>	<u>09/10</u>
52	Deputy Director of Parks	1	1	1
32	Maintenance Supervisor	2	2	2
26	Equipment Operator III	1	1	1
24	Maintenance Worker III	1	1	1
24	Equipment Operator II	2	2	2
22	Equipment Operator I	3	4	4
22	Division Secretary	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)	7	7	7
UCL	Receptionist (part-time)	1	1	1
	Total	<u>60</u>	<u>60</u>	<u>60</u>

CAPITAL OUTLAY REQUESTED

Playground equipment	\$ 78,000
Misc. equipment - Blowers / Trimmers	9,700
Mowers	<u>9,000</u>
	<u>\$ 96,700</u>

EXPENDITURE SUMMARY

	<u>Actual</u> <u>06/07</u>	<u>Actual</u> <u>07/08</u>	<u>Budget</u> <u>08/09</u>	<u>Budget</u> <u>09/10</u>
Personal services	\$ 1,759,760	\$ 1,765,989	\$ 1,763,515	\$ 1,730,826
Operating expenditures	219,646	271,535	344,700	451,200
Capital outlay	<u>166,076</u>	<u>30,113</u>	<u>409,013</u>	<u>96,700</u>
Total	<u>\$ 2,145,482</u>	<u>\$ 2,067,637</u>	<u>\$ 2,517,228</u>	<u>\$ 2,278,726</u>

**GENERAL FUND
EXPENDITURES BY OBJECT**

PARKS & RECREATION Parks Division			2008-09			
	2006-07	2007-08	Y-T-D Actual (Thru 3/31/09)	2008-09 Y-T-D %age	2008-09 Budget	2009-10 Adopted Budget
<u>Account Description</u>						
Regular Salary	1,489,239	1,493,397	691,937	47	1,479,380	1,433,243
Overtime	21,594	18,103	6,880	46	15,000	15,000
Longevity	24,877	24,888	12,108	42	28,905	28,278
Sick Leave Conversion Pay	9,315	12,664	11,972	60	20,000	18,000
Clothing Allowance	-	-	-	-	-	19,700
<i>Salaries & Wages</i>	<u>1,545,025</u>	<u>1,549,052</u>	<u>722,897</u>	<u>47</u>	<u>1,543,285</u>	<u>1,514,221</u>
FICA	118,251	116,270	55,556	47	118,165	116,013
<i>Payroll Taxes</i>	<u>118,251</u>	<u>116,270</u>	<u>55,556</u>	<u>47</u>	<u>118,165</u>	<u>116,013</u>
Nonuniformed Pension Plan	17,553	14,061	-	-	-	-
ICMA Pension Plan	78,931	86,606	42,313	41	102,065	100,592
<i>Pension Contributions</i>	<u>96,484</u>	<u>100,667</u>	<u>42,313</u>	<u>41</u>	<u>102,065</u>	<u>100,592</u>
Programming/Software	1,185	1,185	-	-	7,000	5,000
<i>Professional Services</i>	<u>1,185</u>	<u>1,185</u>	<u>-</u>	<u>-</u>	<u>7,000</u>	<u>5,000</u>
Serv to Maintain Other	6,559	-	37,132	109	34,000	52,000
<i>Other Contractual Services</i>	<u>6,559</u>	<u>-</u>	<u>37,132</u>	<u>109</u>	<u>34,000</u>	<u>52,000</u>
Other Contractual Services	-	-	-	-	24,000	35,000
<i>Other Contractual Services</i>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>24,000</u>	<u>35,000</u>
<i>Pager Rental</i>	-	274	-	-	-	-
<i>Communication Services</i>	<u>-</u>	<u>274</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Clothing Allowance	10,724	8,174	8,034	50	16,200	-
Office Supplies	1,667	6,603	1,821	36	5,000	5,000
Professional Publications	6	-	-	-	500	500
Agri and Hort Supplies	65,978	72,250	61,260	47	130,000	190,250
Minor Equip, Tools, Hdwe	39,733	31,276	26,758	134	20,000	47,450
Medical and Lab Supplies	1,509	931	2,138	71	3,000	3,000
Matl to Maintain Other	66,035	20,584	12,762	64	20,000	20,000
Misc Operational Items	1,567	52,391	39,438	70	56,000	64,000
<i>Materials and Supplies</i>	<u>187,219</u>	<u>192,209</u>	<u>152,211</u>	<u>61</u>	<u>250,700</u>	<u>330,200</u>
Lease of Beach Tractor	13,606	64,997	18,900	-	-	-
<i>Rentals and Leases</i>	<u>13,606</u>	<u>64,997</u>	<u>18,900</u>	<u>-</u>	<u>-</u>	<u>-</u>
Laundry and Cleaning	11,077	11,722	3,160	13	25,000	25,000
Dues & Memberships	-	1,148	250	6	4,000	4,000
<i>Other Operating Expenditures</i>	<u>11,077</u>	<u>12,870</u>	<u>3,410</u>	<u>12</u>	<u>29,000</u>	<u>29,000</u>
Impr Other Than Buildings	55,743	13,084	-	-	170,263	78,000
Automotive Equipment	42,946	-	106,757	57	187,750	-
Other Mach and Equipment	67,387	17,029	35,426	69	51,000	18,700
<i>Capital Outlay</i>	<u>166,076</u>	<u>30,113</u>	<u>142,183</u>	<u>35</u>	<u>409,013</u>	<u>96,700</u>
Total Parks	<u>2,145,482</u>	<u>2,067,637</u>	<u>1,174,602</u>	<u>47</u>	<u>2,517,228</u>	<u>2,278,726</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>07/08</u>	<u>08/09</u>	<u>09/10</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>

EXPENDITURE SUMMARY

	<u>Actual</u> <u>06/07</u>	<u>Actual</u> <u>07/08</u>	<u>Budget</u> <u>08/09</u>	<u>Budget</u> <u>09/10</u>
Personal services	\$ 196,209	\$ 246,944	\$ 251,790	\$ 253,930
Operating expenditures	107,646	107,269	124,300	112,800
Capital outlay	5,120	-	10,000	-
Total	<u>\$ 308,975</u>	<u>\$ 354,213</u>	<u>\$ 386,090</u>	<u>\$ 366,730</u>

**GENERAL FUND
EXPENDITURES BY OBJECT**

PARKS & RECREATION Pier Division	2008-09					
	2006-07 Actual	2007-08 Actual	Y-T-D Actual (Thru 3/31/09)	2008-09 Original Budget	2008-09 Budget	2009-10 Adopted Budget
Regular Salary	174,526	221,070	94,735	42	223,325	223,544
Overtime	5,097	3,528	201	4	5,000	1,000
Sick Leave	-	667	-	-	-	-
Clothing Allowance	-	-	-	-	-	5,000
<i>Salaries & Wages</i>	<u>179,623</u>	<u>225,265</u>	<u>94,936</u>	<u>42</u>	<u>228,325</u>	<u>229,544</u>
FICA	13,741	17,245	7,352	43	17,085	17,595
<i>Payroll Taxes</i>	<u>13,741</u>	<u>17,245</u>	<u>7,352</u>	<u>43</u>	<u>17,085</u>	<u>17,595</u>
ICMA Pension Plan	2,845	4,434	1,395	22	6,380	6,791
<i>Pension Contributions</i>	<u>2,845</u>	<u>4,434</u>	<u>1,395</u>	<u>22</u>	<u>6,380</u>	<u>6,791</u>
Programming / Software	800	-	-	-	-	-
<i>Professional Services</i>	<u>800</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Ocean Quality Control	-	-	-	-	3,000	3,000
Other Contractual Services	363	240	290	2	13,000	5,000
<i>Other Contractual Services</i>	<u>363</u>	<u>240</u>	<u>290</u>	<u>2</u>	<u>16,000</u>	<u>8,000</u>
Clothing Allowance	5,164	4,541	1,353	27	5,000	-
Office Supplies	1,243	6,474	1,693	42	4,000	4,000
Minor Equip, Tools, Hdwe	52,818	26,877	8,459	21	40,000	8,000
Merchandise for Resale	37,731	57,046	38,691	97	40,000	55,000
Other Commodities	4,886	3,119	1,201	120	1,000	20,000
<i>Materials and Supplies</i>	<u>101,842</u>	<u>98,057</u>	<u>51,396</u>	<u>57</u>	<u>90,000</u>	<u>87,000</u>
Rent of Equipment	1,627	-	-	-	2,000	1,500
<i>Rentals and Leases</i>	<u>1,627</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>2,000</u>	<u>1,500</u>
Printing	-	576	-	-	-	-
Saltwater Fishing License	25	25	504	72	700	700
D N R Lease Fee	2,989	8,371	-	-	15,600	15,600
<i>Other Operating Expenditures</i>	<u>3,014</u>	<u>8,972</u>	<u>504</u>	<u>3</u>	<u>16,300</u>	<u>16,300</u>
Building Improvements	-	-	-	-	10,000	-
Other Mach & Equipment	5,120	-	-	-	-	-
<i>Capital Outlay</i>	<u>5,120</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>10,000</u>	<u>-</u>
Total Pier	<u>308,975</u>	<u>354,213</u>	<u>155,873</u>	<u>40</u>	<u>386,090</u>	<u>366,730</u>
TOTAL PARKS & RECREATION	<u>6,719,509</u>	<u>7,167,760</u>	<u>3,447,474</u>	<u>43</u>	<u>8,037,821</u>	<u>7,588,494</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

	<u>Actual</u> <u>06/07</u>	<u>Actual</u> <u>07/08</u>	<u>Budget</u> <u>08/09</u>	<u>Budget</u> <u>09/10</u>
Operating expenditures	\$ 863,199	\$ 1,579,923	\$ 1,426,039	\$ 1,321,850
Non-operating expenditures	<u>7,025,101</u>	<u>9,007,650</u>	<u>8,204,706</u>	<u>8,384,304</u>
Total	<u>\$ 7,888,300</u>	<u>\$ 10,587,573</u>	<u>\$ 9,630,745</u>	<u>\$ 9,706,154</u>

**GENERAL FUND
EXPENDITURES BY OBJECT**

NON-DEPARTMENTAL	2008-09					
	2006-07	2007-08	Y-T-D	2008-09	2008-09	2009-10
<u>Account Description</u>	<u>Actual</u>	<u>Actual</u>	<u>Actual</u>	<u>Y-T-D</u>	<u>Budget</u>	<u>Adopted</u>
			<u>(Thru 3/31/09)</u>	<u>%age</u>		<u>Budget</u>
Code Enfor Special Master	-	-	-	-	450	450
<i>Professional Services</i>	-	-	-	-	450	450
Demo and Lot Clearing	301	2,067	2,921	3	100,000	50,000
Lot Mowing	-	116	-	-	-	-
Hurricane Services	91,208	595,113	1,825	-	-	-
Contract Indemnity Pymt	280	110	150	50	300	300
Other Contractual Services	245,838	210,786	94,122	31	307,800	156,600
<i>Other Contractual Services</i>	<u>337,627</u>	<u>808,192</u>	<u>99,018</u>	<u>24</u>	<u>408,100</u>	<u>206,900</u>
Hurricane Supplies	6,789	2,841	-	-	-	-
Deerfield Beach Products	2,656	1,358	810	40	2,000	2,000
<i>Materials and Supplies</i>	<u>9,732</u>	<u>4,199</u>	<u>810</u>	<u>22</u>	<u>2,000</u>	<u>2,000</u>
Travel and Training	94,561	24,809	2,236	4	50,000	10,000
Holiday Festivities	13,269	12,332	13,642	91	15,000	15,000
Gov't Fees and Permits	-	6,006	-	-	-	-
Dues and Memberships	21,951	21,854	22,330	89	25,000	30,000
Real Estate Taxes	682	907	-	-	8,550	5,000
Grant Expense	-	-	95,038	-	-	-
Out of Court Settlement	-	300,000	-	-	-	-
Emergency Reserve	300,000	300,000	-	-	300,000	-
Inventory Adjustment	32,959	4,099	32,325	-	-	-
Bad Debt Expense	2,418	(1,808)	-	-	2,500	2,500
Contingency	-	-	-	-	364,439	1,000,000
<i>Other Operating Expenses</i>	<u>465,840</u>	<u>668,199</u>	<u>165,572</u>	<u>22</u>	<u>765,489</u>	<u>1,062,500</u>
Land	-	-	-	-	200,000	-
<i>Capital Outlay</i>	-	-	-	-	200,000	-
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>99,332</u>	-	-	50,000	50,000
Trans to Senior Serv Fund	548,657	548,657	330,691	50	661,382	732,389
Trans to Ins Serv Fund	4,776,557	6,947,754	2,954,763	50	5,909,525	6,292,907
Trans to Road and Bridge Fund	-	-	-	-	250,000	250,000
Neighborhood Initiative	-	30,900	-	-	-	-
Trans to Fire Resc Grants	39,808	-	-	-	-	-
Trans to Public Wks Grants	-	14,829	-	-	-	-
Trans to CRA Trust	1,553,943	1,465,511	1,390,279	100	1,383,799	1,109,008
Trans to FEMA F/Fighter (173)	11,293	-	-	-	-	-
Trans to General Capital Projects	50,325	-	-	-	-	-
Trans to CHDO Grant	44,518	-	-	-	-	-
<i>Nonoperating/Interfund Transfers</i>	<u>7,025,101</u>	<u>9,007,651</u>	<u>4,675,733</u>	<u>57</u>	<u>8,204,706</u>	<u>8,384,304</u>
TOTAL NON-DEPARTMENTAL	<u>7,888,300</u>	<u>10,587,573</u>	<u>4,941,132</u>	<u>51</u>	<u>9,630,745</u>	<u>9,706,154</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>06/07</u>	Actual <u>07/08</u>	Budget <u>08/09</u>	Budget <u>09/10</u>
Operating expenditures	<u>\$ 178,251</u>	<u>\$ 181,435</u>	<u>\$ 210,608</u>	<u>\$ 181,325</u>

**GENERAL FUND
EXPENDITURES BY OBJECT**

COMMUNITY PARTICIPATION						
			2008-09			2009-10
	2006-07	2007-08	Y-T-D	2008-09	2008-09	2009-10
<u>Actual</u>	<u>Actual</u>	<u>Actual</u>	<u>Y-T-D</u>	<u>Budget</u>	<u>Adopted</u>	<u>Budget</u>
<u>Account Description</u>			<u>(Thru 3/31/09)</u>	<u>%age</u>		
Beautification Authority	8,000	8,000	8,000	100	8,000	8,000
Arboretum	-	-	-	-	-	25,000
Packer Rattlers Football	15,000	15,000	15,000	100	15,000	15,000
Little League Baseball	12,500	12,500	-	-	12,500	12,500
Senior League Baseball	-	3,000	-	-	3,000	3,000
Area Agency on Aging	63,756	73,309	74,608	100	74,608	75,325
Hospice	10,000	10,000	-	-	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	-
NE Focal Point CASA, Inc.	1,495	1,000	1,000	100	1,000	1,000
Deerfield Beach High School	-	1,126	350	9	4,000	2,000
Monarch High School	-	-	-	-	-	2,000
Target Industry Tax Refund	-	-	-	-	15,000	-
Outreach Program	30,000	30,000	-	-	30,000	-
<i>Grants and Aids</i>	<u>178,251</u>	<u>181,435</u>	<u>126,458</u>	<u>60</u>	<u>210,608</u>	<u>181,325</u>
TOTAL COMMUNITY PARTICIPATION	<u>178,251</u>	<u>181,435</u>	<u>126,458</u>	<u>60</u>	<u>210,608</u>	<u>181,325</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. Paying agent fees for outstanding general obligation bonds and revenue bonds are also included in this department.

CAPITAL OUTLAY REQUESTED

During the 2009/10 fiscal year one (1) vehicle will be lease/purchased over a five-year period. The approximate debt service for this item follows:

Replacement rescue ambulance - Fire/Rescue	<u>\$ 10,095</u>
--------------------------------------------	------------------

EXPENDITURE SUMMARY

	Actual <u>06/07</u>	Actual <u>07/08</u>	Budget <u>08/09</u>	Budget <u>09/10</u>
Debt service	<u>\$ 4,428,401</u>	<u>\$ 4,146,873</u>	<u>\$ 4,619,161</u>	<u>\$ 4,491,756</u>

**GENERAL FUND
EXPENDITURES BY OBJECT**

DEBT SERVICE	2008-09					
	2006-07	2007-08	Y-T-D	2008-09	2008-09	2009-10
<u>Account Description</u>	<u>Actual</u>	<u>Actual</u>	<u>Actual</u>	<u>Y-T-D</u>	<u>Budget</u>	<u>Adopted</u>
			(Thru 3/31/09)	%age		Budget
Capital Lease - Principal	658,341	680,144	707,573	98	721,223	595,003
Capital Lease - Interest	57,164	49,498	46,280	70	65,683	58,546
Sports Complex Light Principal	41,337	43,171	-	-	45,087	47,088
Sports Complex Light Interest	12,651	11,939	-	-	10,024	8,023
Lease Document Fees	-	116	-	-	-	-
2003A CRA FMLC Debt	507,673	505,998	-	-	507,000	511,300
2003B CRA FMLC Debt	174,666	173,923	-	-	174,317	177,524
2006 FMLC Debt	<u>293,782</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>407,268</u>	<u>406,269</u>
<i>Debt Service</i>	<u>1,745,614</u>	<u>1,464,789</u>	<u>753,853</u>	<u>39</u>	<u>1,930,602</u>	<u>1,803,753</u>
2000 FMLC Bonds	961,453	967,771	-	-	963,443	967,508
2003 FMLC Bonds	<u>1,721,334</u>	<u>1,714,313</u>	<u>-</u>	<u>-</u>	<u>1,725,116</u>	<u>1,720,495</u>
<i>Nonoperating</i>	<u>2,682,787</u>	<u>2,682,084</u>	<u>-</u>	<u>-</u>	<u>2,688,559</u>	<u>2,688,003</u>
TOTAL DEBT SERVICE	<u>4,428,401</u>	<u>4,146,873</u>	<u>753,853</u>	<u>16</u>	<u>4,619,161</u>	<u>4,491,756</u>
TOTAL GENERAL FUND	<u>71,629,690</u>	<u>74,050,619</u>	<u>29,056,951</u>	<u>36</u>	<u>81,598,597</u>	<u>80,912,369</u>

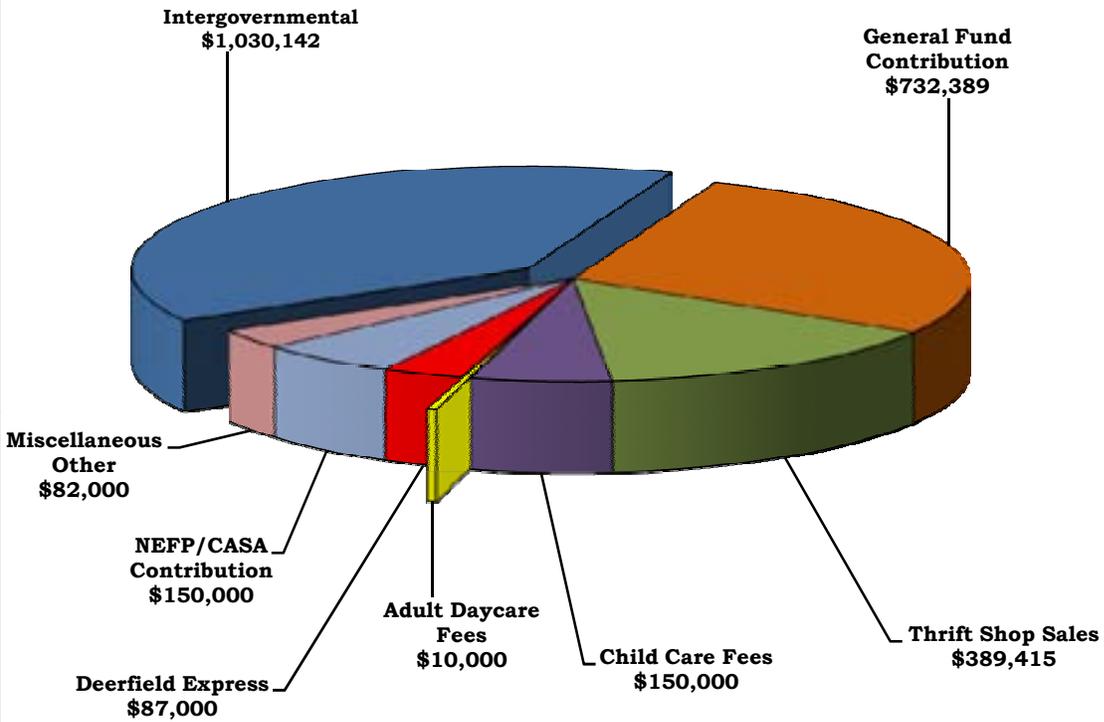
SENIOR SERVICES FUND
REVENUES BY CATEGORY AND SOURCE

	2006-07	2007-08	2008-09 Y-T-D Actual (Thru 3/31/09)	2008-09 Y-T-D %age	2008-09 Budget	2009-10 Budget
	Actual	Actual	Actual	%age	Budget	Budget
INTERGOVERNMENTAL REVENUE						
Home Energy Assistance	9,728	11,415	6,321	63	9,973	41,403
Title III E Federal Grant	-	17,314	5,000	90	5,556	5,556
Senior Citizen Federal Grant	183,216	164,436	19,204	10	183,216	183,216
<i>Federal Grants</i>	<u>192,944</u>	<u>193,165</u>	<u>30,525</u>	15	<u>198,745</u>	<u>230,175</u>
ADI - State Grant	385,469	344,142	259,625	69	375,462	352,617
ADI - Local Cash Match	54,521	54,521	9,178	17	54,521	-
Local Service Program (LSP)	139,797	129,154	70,847	53	134,085	134,085
<i>State Grants</i>	<u>579,787</u>	<u>527,817</u>	<u>339,650</u>	60	<u>564,068</u>	<u>486,702</u>
AAA - Alzheimer's Supplement	-	-	-	-	-	54,521
AAA - Local Cash Match	8,744	9,300	9,300	106	8,744	8,744
Paratransit	233,318	284,394	146,635	66	221,654	250,000
<i>Grants From Other Local Units</i>	<u>242,062</u>	<u>293,694</u>	<u>155,935</u>	68	<u>230,398</u>	<u>313,265</u>
TOTAL INTERGOV'T REVENUES	<u>1,014,793</u>	<u>1,014,676</u>	<u>526,110</u>	53	<u>993,211</u>	<u>1,030,142</u>
CHARGES FOR SERVICES						
Deerfield Express	110,728	147,410	70,565	54	130,000	75,000
Natura Transportation Svcs	5,000	5,340	2,150	-	-	5,000
Transit Fees	14,108	16,569	12,239	175	7,000	7,000
<i>Transportation</i>	<u>129,836</u>	<u>169,319</u>	<u>84,954</u>	62	<u>137,000</u>	<u>87,000</u>
Adult Day Care Fees	28,152	9,934	5,564	37	15,000	10,000
Alzheimer Caregiver Fees	23,596	29,975	14,168	79	18,000	30,000
Channeling Project	9,540	5,580	4,260	85	5,000	5,000
<i>Human Services</i>	<u>61,288</u>	<u>45,489</u>	<u>23,992</u>	63	<u>38,000</u>	<u>45,000</u>
Thrift Shop Mdse Sales	189,527	219,388	119,230	43	279,802	254,415
Thrift Shop Mdse Sales - Cr Card	108,903	135,899	33,727	42	80,198	95,000
Thrift Shop Mdse Sales - Nontaxable	39,219	45,807	29,085	73	40,000	40,000
Coffee Shop Sales	1,991	3,644	1,560	39	4,000	4,000
<i>Culture/Recreation</i>	<u>339,640</u>	<u>404,738</u>	<u>183,602</u>	45	<u>404,000</u>	<u>393,415</u>
TOTAL CHARGES FOR SVCS	<u>530,764</u>	<u>619,546</u>	<u>292,548</u>	51	<u>579,000</u>	<u>525,415</u>
MISCELLANEOUS REVENUE						
Interest on Idle Cash	(13,987)	(6,354)	(5,941)	-	-	-
<i>Interest Earnings</i>	<u>(13,987)</u>	<u>(6,354)</u>	<u>(5,941)</u>	-	-	-
Surplus Furniture/Equip Sales	308	-	-	-	-	-
<i>Sales/Comp Loss of Fixed Assets</i>	<u>308</u>	<u>-</u>	<u>-</u>	-	<u>-</u>	<u>-</u>
Child Care Fees	219,212	228,198	127,026	64	200,000	150,000
Alzheimer Caregiver Donations	1,564	4,547	3,720	186	2,000	4,000
Pledge - NEFP CASA, Inc.	187,500	150,000	75,000	50	150,000	150,000
Childcare	6,425	-	-	-	-	-
Adult Daycare	3,500	-	-	-	-	-
Computer Prodigies	9,385	5,425	830	8	10,000	-

SENIOR SERVICES FUND
REVENUES BY CATEGORY AND SOURCE

	2006-07 Actual	2007-08 Actual	2008-09		2008-09 Budget	2009-10 Budget
			Y-T-D Actual (Thru 3/31/09)	Y-T-D %age		
Creole Daycare Donations	1,170	2,975	1,520	-	-	-
Other Contributions/Donations	200	160	160	-	-	-
Volunteer Awards Day	2,899	4,810	3,810	127	3,000	3,000
Holiday Party Contributions	510	-	-	-	-	-
Tree of Life Donations	600	1,325	1,125	113	1,000	1,000
Health Fair	2,625	4,863	1,763	-	-	-
<i>Contribution From Private Sources</i>	<u>435,590</u>	<u>402,303</u>	<u>214,954</u>	<u>59</u>	<u>366,000</u>	<u>308,000</u>
Other Miscellaneous Revenue	750	3	3	-	-	-
Project Income - ADI	176	382	252	-	-	-
Senior Center Project Income	33,818	27,718	16,975	49	35,000	35,000
<i>Other Miscellaneous Revenues</i>	<u>34,744</u>	<u>28,103</u>	<u>17,230</u>	<u>49</u>	<u>35,000</u>	<u>35,000</u>
TOTAL MISC REVENUES	<u>456,655</u>	<u>424,052</u>	<u>226,243</u>	<u>56</u>	<u>401,000</u>	<u>343,000</u>
NON-REVENUES						
General Fund	548,657	548,657	274,329	41	661,382	732,389
Senior Svcs Grant Funds	-	1,799	-	-	-	-
<i>Interfund Transfers</i>	<u>548,657</u>	<u>550,456</u>	<u>274,329</u>	<u>41</u>	<u>661,382</u>	<u>732,389</u>
TOTAL NON-REVENUES	<u>548,657</u>	<u>550,456</u>	<u>274,329</u>	<u>41</u>	<u>661,382</u>	<u>732,389</u>
TOTAL SENIOR SERVICES FUND	<u>2,550,869</u>	<u>2,608,730</u>	<u>1,319,230</u>	<u>50</u>	<u>2,634,593</u>	<u>2,630,946</u>

City of Deerfield Beach Projected Revenues - Senior Services Fund Fiscal Year 2009/10



Total projected revenues: \$2,630,946

Senior Services

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

DEPARTMENT DESCRIPTION

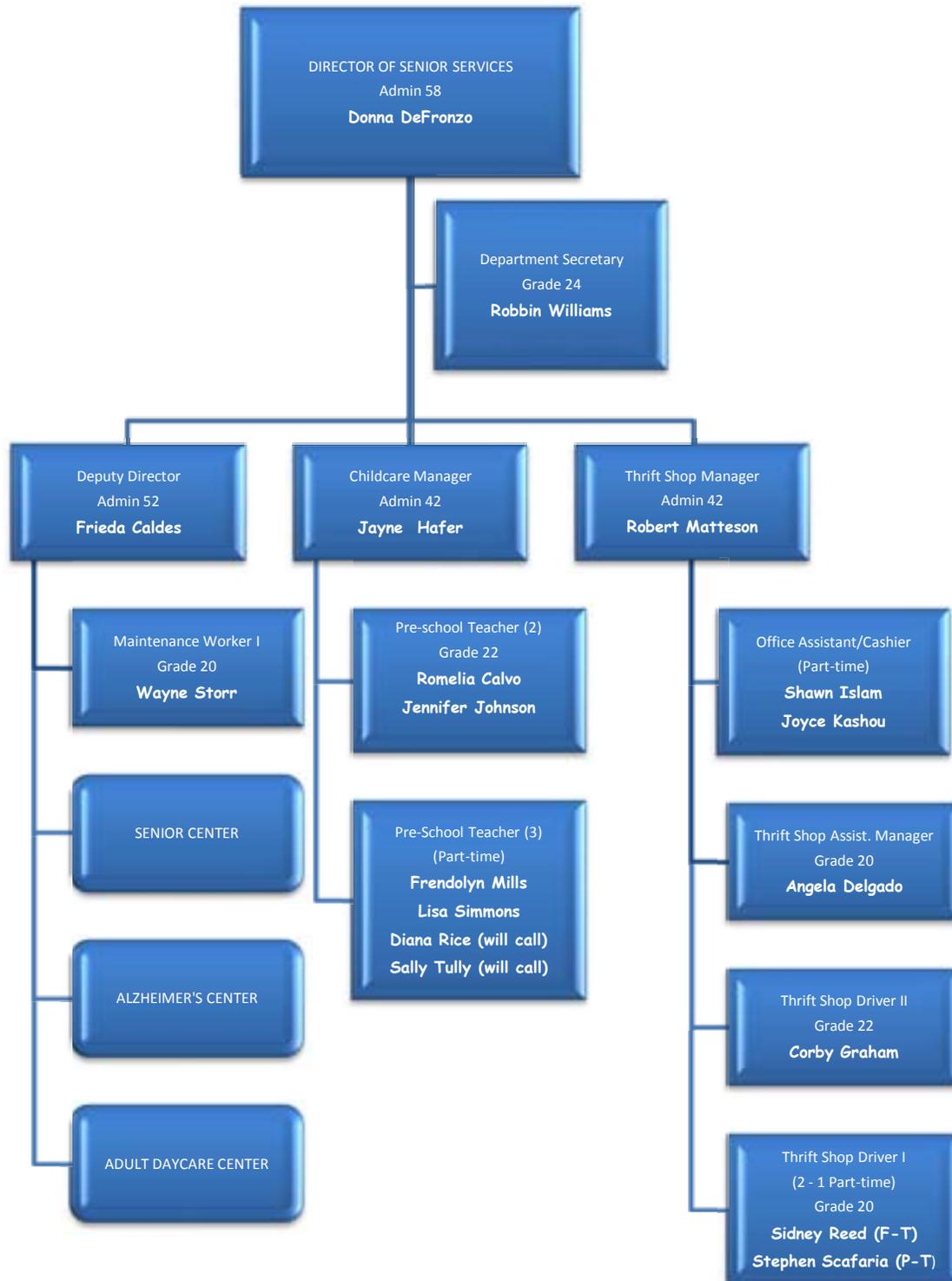
The Department of Senior Services provides quality programs and services to promote social, physical, and psychological well-being in response to the needs of adults, seniors and children of Deerfield Beach and northern Broward County. In 1981, a joint effort between the City and the Area Agency on Aging 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 (Continued)



Senior Services Department Organization Chart (Continued)

First	Last
-------	------

Van Driver (Full-time)

Linda	Jones
Byron	Moore
Lou Ann	Newman
Aldora	Rodolph

First	Last
-------	------

Licensed Practical Nurse

Mary	Addis
Margaret	Copeland
Georgette	Bishop (Part-time)

Van Driver (Part-time)

Sharon	Burgess*
Javier	Escobar*
Carolyn	Gates*
Ponya	Jones
Charlie	Martinez

Certified Nursing Assistant

Vanessa	Chiles
Joyce	Clark
Jullienne	Dinnard
Rene	McNeil
Hortense	Smith
Martha	Bennett
Vacant (Part-time)	

**Denotes employment on a will-call basis.*



DEPARTMENT: SENIOR SERVICES

DEPARTMENT/DIVISION GOALS,
OBJECTIVES, & MEASUREMENTS-
FY2010



CITY GOAL#3 **SUPERIOR CUSTOMER SERVICE**

DEPARTMENT GOALS	DEPARTMENT OBJECTIVES	DEPARTMENT MEASUREMENTS	FY 08 (actual)	FY 09 (estimate)	FY 10 (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	97%	97%	95%
	Conduct a satisfaction survey for the Alzheimer's Center and Adult Day Services Center once a year and achieve a 95% approval rating	- % of participants satisfied with the service	99%	97%	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 SEC-**

DEPARTMENT GOALS	DEPARTMENT OBJECTIVES	DEPARTMENT MEASUREMENTS	FY 08 (actual)	FY 09 (estimate)	FY 10 (budget)
Increase Public / 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	4
	- Initiate public/private sector contacts on behalf of the Thrift Shop throughout the year	- # of new partnerships created	39	40	42
	- 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:
SENIOR SERVICES

DEPARTMENT GOALS	DEPARTMENT OBJECTIVES	DEPARTMENT MEASUREMENTS	FY 08 (actual)	FY 09 (estimate)	FY 10 (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	5	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

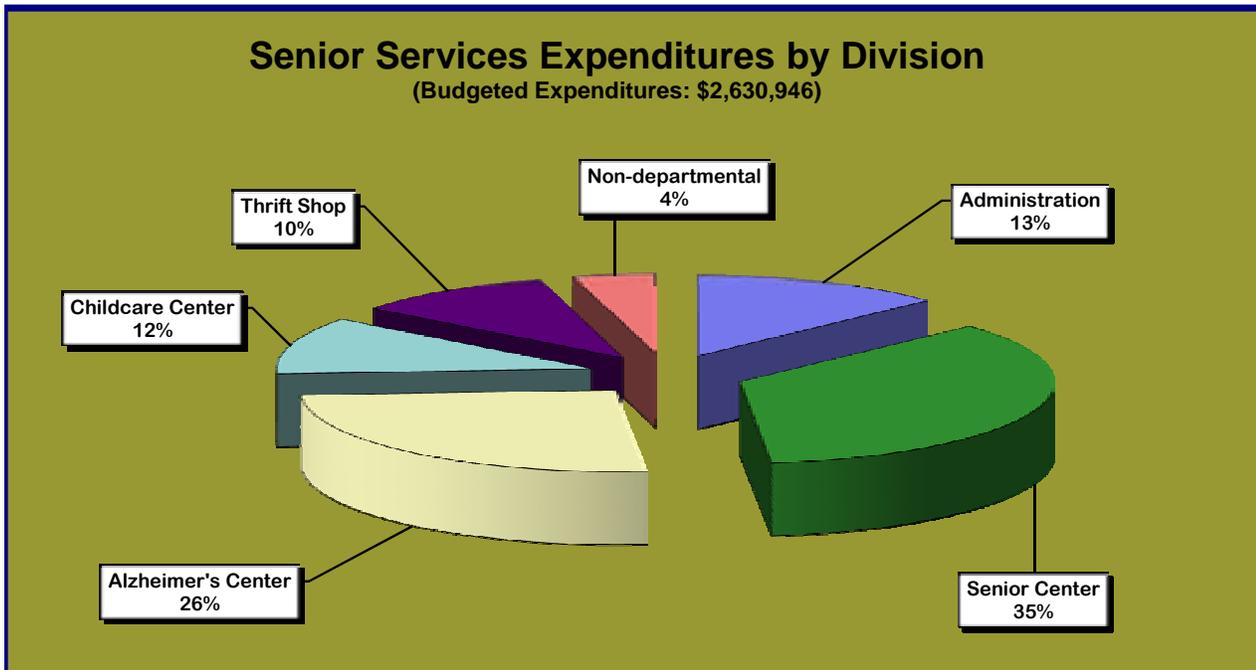
DEPARTMENT GOALS	DEPARTMENT OBJECTIVES	DEPARTMENT MEASUREMENTS	FY 08 (actual)	FY 09 (estimate)	FY 10 (budget)
Maintain Financial Solvency of the Department	- Increase pledges from the N.E. Focal Point CASA, Inc	- \$ amount of pledge from N.E. Focal Point CASA, Inc.	\$150K	\$150K	\$150K
	- Maintain a 95% enrollment rate in the Child Care Center	- % enrollment rate per year	98%	95%	95%
	- 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	\$378K	\$400K	\$400K
	- Continued reliance on General Fund Transfers to Senior Services Fund	- \$ amount of General Fund contribution to Senior Services	\$548.5K	\$651.5K	\$661.5K

CITY GOAL#8
EMPLOYEE DEVELOPMENT & SATISFACTION

DEPARTMENT GOALS	DEPARTMENT OBJECTIVES	DEPARTMENT MEASUREMENTS	FY 08 (actual)	FY 09 (estimate)	FY 10 (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	8 per employee	8 per employee	6 per employee

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

DEPARTMENT/DIVISION	ESTIMATED EXPENDITURES 2008-09	ESTIMATED EXPENDITURES 2009-10	DOLLAR CHANGE	PERCENTAGE CHANGE	PAGE REFERENCE
Administration	338,710	342,300	3,590	1.1%	164
Senior Center	943,853	930,921	(12,932)	-1.4%	167
Alzheimer's Center	663,110	673,990	10,880	1.6%	170
Childcare Center	296,605	300,702	4,097	1.4%	172
Thrift Shop	280,915	271,633	(9,282)	-3.3%	174
Non-departmental	111,400	111,400	-	0.0%	176
TOTAL	<u>2,634,593</u>	<u>2,630,946</u>	<u>(3,647)</u>	<u>-0.1%</u>	



Administration Division

PERSONNEL SUMMARY

<u>Grade</u>	<u>Position/Title</u>	<u>07/08</u>	<u>08/09</u>	<u>09/10</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>06/07</u>	<u>Actual</u> <u>07/08</u>	<u>Budget</u> <u>08/09</u>	<u>Budget</u> <u>09/10</u>
Personal services	\$ 282,145	\$ 222,152	\$ 306,910	\$ 309,500
Operating expenditures	<u>69,097</u>	<u>52,782</u>	<u>31,800</u>	<u>32,800</u>
Total	<u>\$ 351,242</u>	<u>\$ 274,934</u>	<u>\$ 338,710</u>	<u>\$ 342,300</u>

SENIOR SERVICES FUND
EXPENDITURES BY OBJECT

SENIOR SERVICES Administration	2008-09					
	2006-07	2007-08	Y-T-D Actual (Thru 3/31/09)	2008-09 Y-T-D %age	2008-09 Budget	2009-10 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	225,494	180,203	105,907	43	244,620	246,755
Longevity	12,486	10,511	5,566	40	14,050	13,945
Sick Leave Conversion Pay	5,729	3,679	3,863	59	6,500	6,500
<i>Salaries & Wages</i>	<u>243,709</u>	<u>194,393</u>	<u>115,336</u>	<u>43</u>	<u>265,170</u>	<u>267,200</u>
FICA	15,506	12,269	6,731	33	20,290	20,441
<i>Payroll Taxes</i>	<u>15,506</u>	<u>12,269</u>	<u>6,731</u>	<u>33</u>	<u>20,290</u>	<u>20,441</u>
Nonuniformed Pension Plan	9,495	-	-	-	-	-
ICMA Pension Plan	13,435	15,490	9,227	43	21,450	21,859
<i>Pension Contributions</i>	<u>22,930</u>	<u>15,490</u>	<u>9,227</u>	<u>43</u>	<u>21,450</u>	<u>21,859</u>
Custodial Services	16,200	17,400	8,700	48	18,000	18,000
Electrical Services	-	6	-	-	-	-
Service to Maintain Bldgs	7,745	1,925	-	-	2,000	2,000
Service to Maintain Office Eq	72	66	132	44	300	300
Service to Maintain Equipment	1,500	1,500	750	30	2,500	2,500
Pest Control Services	1,903	2,039	478	24	2,000	-
<i>Repair and Maintenance Svcs</i>	<u>27,420</u>	<u>22,936</u>	<u>10,059</u>	<u>41</u>	<u>24,800</u>	<u>22,800</u>
Other Contractual Services	21,071	13,255	5,192	-	-	-
<i>Other Contractual Services</i>	<u>21,071</u>	<u>13,255</u>	<u>5,192</u>	<u>-</u>	<u>-</u>	<u>-</u>
Fans, Heaters & FPL Bills	8,419	9,985	502	-	-	-
<i>Utility Services</i>	<u>8,419</u>	<u>9,985</u>	<u>502</u>	<u>-</u>	<u>-</u>	<u>-</u>
Cellular Phone Service	1,822	972	636	-	-	-
Pager Rental	17	-	-	-	-	-
Postage	-	-	-	-	100	100
Telephone Equip/Repair	445	-	-	-	-	-
<i>Communication Services</i>	<u>2,284</u>	<u>972</u>	<u>636</u>	<u>636</u>	<u>100</u>	<u>100</u>
Duplicating Supplies	431	-	-	-	500	500
Clothing Allowance	125	-	-	-	-	-
Office Supplies	567	422	634	63	1,000	1,200
Clean and Sani Supplies	4,401	83	87	3	2,500	2,000
Minor Equip, Tools & Hdwe	31	-	-	-	300	300
Food	89	-	-	-	200	200
Volunteer Awards Day	3,268	4,183	2,878	-	-	3,000
Other Commodities	394	278	-	-	-	-
<i>Materials and Supplies</i>	<u>9,306</u>	<u>4,966</u>	<u>3,599</u>	<u>80</u>	<u>4,500</u>	<u>7,200</u>

SENIOR SERVICES FUND
EXPENDITURES BY OBJECT

SENIOR SERVICES Administration	2008-09					
	2006-07	2007-08	Y-T-D Actual (Thru 3/31/09)	Y-T-D %age	2008-09 Budget	2009-10 Adopted Budget
<u>Account Description</u>	<u>Actual</u>	<u>Actual</u>	<u>Actual</u>	<u>%age</u>	<u>Budget</u>	<u>Budget</u>
Rent of Security System	-	450	450	45	1,000	1,000
<i>Rentals and Leases</i>	-	450	450	45	1,000	1,000
Travel and Training	-	-	-	-	1,000	1,000
Printing	437	73	472	236	200	500
Photography	-	-	-	-	100	100
Dues & Memberships	160	145	-	-	100	100
<i>Other Operating Expenditures</i>	597	218	472	34	1,400	1,700
<i>Total Administration</i>	<u>351,242</u>	<u>274,934</u>	<u>152,202</u>	<u>45</u>	<u>338,710</u>	<u>342,300</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>07/08</u>	<u>08/09</u>	<u>09/10</u>
40	Health Support Coordinator	1	1	1
40	Transportation Coordinator	1	1	1
26	Recreation Therapist	1	1	1
26	Counselor	1	1	1
26	Assistant Transportation Coordinator	1	0	0
24	Administrative Support Specialist	1	1	1
20	Office Specialist	1	1	1
20	Information & Referral Coordinator	1	1	1
20	Van Driver (6 part-time)	12	12	10
UCL	Registered Nurse (Per diem)	1	1	1
UCL	Data Entry Worker (part-time)	1	1	1
UCL	Receptionist (part-time)	1	0	0
UCL	Volunteer Coordinator (part-time)	1	1	1
	Total	<u>24</u>	<u>22</u>	<u>20</u>

EXPENDITURE SUMMARY

	<u>Actual</u> <u>06/07</u>	<u>Actual</u> <u>07/08</u>	<u>Budget</u> <u>08/09</u>	<u>Budget</u> <u>09/10</u>
Personal services	\$ 623,131	\$ 624,381	\$ 811,290	\$ 766,628
Operating expenditures	<u>30,214</u>	<u>169,772</u>	<u>132,563</u>	<u>164,293</u>
Total	<u>\$ 653,345</u>	<u>\$ 794,153</u>	<u>\$ 943,853</u>	<u>\$ 930,921</u>

**SENIOR SERVICES FUND
EXPENDITURES BY OBJECT**

SENIOR SERVICES Senior Center			2008-09		2008-09	2009-10
	2006-07	2007-08	Y-T-D	2008-09	2008-09	2009-10
<u>Account Description</u>	<u>Actual</u>	<u>Actual</u>	<u>Actual</u> (Thru 3/31/09)	<u>%age</u>	<u>Budget</u>	<u>Adopted</u> <u>Budget</u>
Regular Salary	537,012	540,824	234,984	33	703,445	656,022
Overtime	787	-	-	-	-	-
Longevity	10,725	8,463	4,275	42	10,190	12,026
Sick Leave Conversion Pay	1,991	1,971	3,985	61	6,500	6,500
<i>Salaries & Wages</i>	<u>550,515</u>	<u>551,258</u>	<u>243,243</u>	<u>34</u>	<u>720,135</u>	<u>674,548</u>
FICA	41,524	41,492	17,656	32	55,090	51,602
<i>Payroll Taxes</i>	<u>41,524</u>	<u>41,492</u>	<u>17,656</u>	<u>32</u>	<u>55,090</u>	<u>51,602</u>
ICMA Pension Plan	31,092	31,631	16,949	47	36,065	40,478
<i>Pension Contributions</i>	<u>31,092</u>	<u>31,631</u>	<u>16,949</u>	<u>47</u>	<u>36,065</u>	<u>40,478</u>
Custodial Services	-	-	-	-	1,500	1,500
Pest Control Services	-	-	-	-	-	300
<i>Repair and Maint Services</i>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>1,500</u>	<u>1,800</u>
AAA - Computer Service	160	280	100	2	5,000	5,000
Other Contractual Services	1,659	1,092	772	77	1,000	1,000
<i>Other Contractual Services</i>	<u>1,819</u>	<u>1,372</u>	<u>872</u>	<u>15</u>	<u>6,000</u>	<u>6,000</u>
Fans, Heaters and FPL Bills	-	640	-	-	9,973	41,403
<i>Utility Services</i>	<u>-</u>	<u>640</u>	<u>-</u>	<u>-</u>	<u>9,973</u>	<u>41,403</u>
Office Supplies	3,234	3,638	1,530	44	3,500	3,500
Clean and Sani Supplies	20	-	-	-	500	500
Minor Equip, Tools & Hdwe	1,506	974	-	-	1,000	1,000
Food	13	75	134	67	200	200
Medical and Lab Supplies	347	482	407	58	700	700
Matl to Maint Equipment	-	28	-	-	-	-
Supplies - Recreational	345	846	255	28	900	900
Coffee Shop Supplies	3,183	3,674	1,579	53	3,000	3,000
Other Commodities	1,592	2,669	837	28	3,000	3,000
<i>Materials and Supplies</i>	<u>10,240</u>	<u>12,386</u>	<u>4,742</u>	<u>37</u>	<u>12,800</u>	<u>12,800</u>
Rent of Equipment	967	6,022	2,684	54	5,000	5,000
Rent of Security System	725	1,533	525	53	1,000	1,000
<i>Rentals and Leases</i>	<u>1,692</u>	<u>7,555</u>	<u>3,209</u>	<u>53</u>	<u>6,000</u>	<u>6,000</u>

SENIOR SERVICES FUND
EXPENDITURES BY OBJECT

SENIOR SERVICES Senior Center			2008-09			
	2006-07	2007-08	Y-T-D Actual (Thru 3/31/09)	2008-09 Y-T-D %age	2008-09 Budget	2009-10 Adopted Budget
<u>Account Description</u>						
Auto Body Repair	-	6,717	-	-	2,000	2,000
Gasoline	2,126	39,349	12,234	61	20,000	20,000
Diesel Fuel	3,464	52,624	15,023	42	36,000	36,000
Matl to Maint Vehicles	(3,402)	33,780	10,528	44	24,000	24,000
Tires	8,251	8,924	2,156	30	7,200	7,200
Batteries	1,085	935	1,047	152	690	690
Oil and Lubricants	468	725	234	33	700	700
Compressed Natural Gas	-	-	-	-	1,000	1,000
<i>Vehicle Operating Expense</i>	<u>11,992</u>	<u>143,054</u>	<u>41,223</u>	<u>45</u>	<u>91,590</u>	<u>91,590</u>
Travel and Training	1,515	1,714	345	34	1,000	1,000
Printing	229	217	121	60	200	200
Photography	18	-	-	-	-	-
Laundry and Cleaning	2,444	2,320	616	21	3,000	3,000
Dues & Memberships	265	514	240	48	500	500
<i>Other Operating Expenditures</i>	<u>4,471</u>	<u>4,765</u>	<u>1,321</u>	<u>28</u>	<u>4,700</u>	<u>4,700</u>
 Total Senior Center	<u>653,345</u>	<u>794,153</u>	<u>329,214</u>	<u>35</u>	<u>943,853</u>	<u>930,921</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>07/08</u>	<u>08/09</u>	<u>09/10</u>
40	Social Services Coordinator	1	1	1
40	Case Manager	1	1	1
26	Licensed Practical Nurse (1 part-time)	2	3	3
26	Recreation Therapist	1	1	1
24	Van Driver/C.N.A.	1	1	1
24	Program Leader	0	1	1
24	Department Secretary	1	1	1
22	Program Facilitator	0	1	0
22	Certified Nursing Assistant (1 part-time)	8	7	7
UCL	Receptionist (part-time)	0	1	1
	Total	<u>15</u>	<u>18</u>	<u>17</u>

EXPENDITURE SUMMARY

	<u>Actual</u> <u>06/07</u>	<u>Actual</u> <u>07/08</u>	<u>Budget</u> <u>08/09</u>	<u>Budget</u> <u>09/10</u>
Personal services	\$ 538,544	\$ 616,564	\$ 651,720	\$ 659,290
Operating expenditures	<u>6,277</u>	<u>8,805</u>	<u>11,390</u>	<u>14,700</u>
Total	<u>\$ 544,821</u>	<u>\$ 625,369</u>	<u>\$ 663,110</u>	<u>\$ 673,990</u>

**SENIOR SERVICES FUND
EXPENDITURES BY OBJECT**

SENIOR SERVICES Alzheimer's Center			2008-09			2009-10
	2006-07	2007-08	Y-T-D Actual (Thru 3/31/09)	2008-09 Y-T-D %age	2008-09 Budget	2009-10 Adopted Budget
<u>Account Description</u>						
Regular Salary	440,885	504,968	239,693	46	517,185	520,670
Longevity	19,647	23,096	12,121	40	29,990	33,147
Sick Leave Conversion Pay	6,241	6,670	9,750	97	10,000	10,000
<i>Salaries & Wages</i>	<u>466,773</u>	<u>534,734</u>	<u>261,563</u>	<u>47</u>	<u>557,175</u>	<u>563,817</u>
FICA	34,605	39,624	19,603	46	42,625	43,132
<i>Payroll Taxes</i>	<u>34,605</u>	<u>39,624</u>	<u>19,603</u>	<u>46</u>	<u>42,625</u>	<u>43,132</u>
ICMA Pension Plan	37,166	42,205	20,655	40	51,910	52,341
<i>Pension Contributions</i>	<u>37,166</u>	<u>42,205</u>	<u>20,655</u>	<u>40</u>	<u>51,910</u>	<u>52,341</u>
Custodial Services	-	-	-	-	2,000	2,000
Serv to Maintain Buildings	-	1,880	-	-	-	-
Pest Control Services	-	-	-	-	-	300
<i>Repair and Maint Services</i>	<u>-</u>	<u>1,880</u>	<u>-</u>	<u>-</u>	<u>2,000</u>	<u>2,300</u>
AAA - Computer Service	320	200	100	10	1,000	1,000
<i>Other Contractual Services</i>	<u>320</u>	<u>200</u>	<u>100</u>	<u>10</u>	<u>1,000</u>	<u>1,000</u>
Office Supplies	729	1,104	19	2	1,000	1,000
Minor Equip, Tools & Hdwe	-	165	-	-	1,500	1,500
Food	285	-	109	22	500	500
Medical and Lab Supplies	587	501	-	-	700	700
Supplies - Recreational	616	1,548	662	66	1,000	1,000
Volunteer Snacks	20	57	-	-	-	-
Other Commodities	2,393	1,310	319	16	2,000	2,000
<i>Materials and Supplies</i>	<u>4,630</u>	<u>4,685</u>	<u>1,109</u>	<u>17</u>	<u>6,700</u>	<u>6,700</u>
Rent of Equipment	782	1,047	1,214	121	1,000	4,000
<i>Rentals and Leases</i>	<u>782</u>	<u>1,047</u>	<u>1,214</u>	<u>121</u>	<u>1,000</u>	<u>4,000</u>
Travel and Training	545	994	139	28	500	500
Dues & Memberships	-	-	-	-	200	200
<i>Other Operating Expenditures</i>	<u>545</u>	<u>994</u>	<u>139</u>	<u>20</u>	<u>700</u>	<u>700</u>
Total Alzheimer's Center	<u>544,821</u>	<u>625,369</u>	<u>304,383</u>	<u>46</u>	<u>663,110</u>	<u>673,990</u>

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>07/08</u>	<u>08/09</u>	<u>09/10</u>
42	Child Care Manager	1	1	1
22	Pre-school Teacher	3	3	2
UCL	Pre-school Teacher (P/T substitutes)	<u>2</u>	<u>2</u>	<u>3</u>
	Total	<u>6</u>	<u>6</u>	<u>6</u>

EXPENDITURE SUMMARY

	<u>Actual</u> <u>06/07</u>	<u>Actual</u> <u>07/08</u>	<u>Budget</u> <u>08/09</u>	<u>Budget</u> <u>09/10</u>
Personal services	\$ 225,127	\$ 223,368	\$ 269,155	\$ 276,952
Operating expenditures	<u>26,172</u>	<u>28,535</u>	<u>27,450</u>	<u>23,750</u>
Total	<u>\$ 251,299</u>	<u>\$ 251,903</u>	<u>\$ 296,605</u>	<u>\$ 300,702</u>

**SENIOR SERVICES FUND
EXPENDITURES BY OBJECT**

SENIOR SERVICES Child Care Center			2008-09			2009-10
	2006-07 Actual	2007-08 Actual	Y-T-D Actual (Thru 3/31/09)	2008-09 Y-T-D %age	2008-09 Budget	2009-10 Adopted Budget
<u>Account Description</u>						
Regular Salary	191,953	190,331	78,349	35	225,175	230,351
Longevity	3,776	4,156	2,002	38	5,220	6,809
Sick Leave Conversion Pay	1,997	2,355	2,162	54	4,000	4,000
<i>Salaries & Wages</i>	<u>197,726</u>	<u>196,842</u>	<u>82,513</u>	<u>35</u>	<u>234,395</u>	<u>241,160</u>
FICA	13,964	14,154	5,913	33	17,930	18,448
<i>Payroll Taxes</i>	<u>13,964</u>	<u>14,154</u>	<u>5,913</u>	<u>33</u>	<u>17,930</u>	<u>18,448</u>
ICMA Pension Plan	13,437	12,372	6,031	36	16,830	17,344
<i>Pension Contributions</i>	<u>13,437</u>	<u>12,372</u>	<u>6,031</u>	<u>36</u>	<u>16,830</u>	<u>17,344</u>
Custodial Services	-	-	-	-	1,200	1,200
Serv to Maintain Buildings	-	875	-	-	-	-
Pest Control Services	-	-	-	-	-	300
<i>Repair and Maint Services</i>	<u>-</u>	<u>875</u>	<u>-</u>	<u>-</u>	<u>1,200</u>	<u>1,500</u>
Office Supplies	1,201	641	352	35	1,000	1,000
Minor Equip, Tools & Hdwe	141	2,941	-	-	150	150
Children's Meal	19,216	20,086	6,136	34	18,000	15,000
Supplies - Recreational	2,897	1,582	810	32	2,500	2,500
Other Commodities	591	515	345	34	1,000	1,000
<i>Materials and Supplies</i>	<u>24,046</u>	<u>25,765</u>	<u>7,644</u>	<u>34</u>	<u>22,650</u>	<u>19,650</u>
Rent of Equipment	-	-	-	-	300	300
Rent of Security System	426	908	75	4	1,800	800
<i>Rentals and Leases</i>	<u>426</u>	<u>908</u>	<u>75</u>	<u>4</u>	<u>2,100</u>	<u>1,100</u>
Travel and Training	523	402	94	19	500	500
Photography	842	441	261	52	500	500
Dues & Memberships	335	144	-	-	500	500
<i>Other Operating Expenditures</i>	<u>1,700</u>	<u>987</u>	<u>354</u>	<u>24</u>	<u>1,500</u>	<u>1,500</u>
Total Child Care Center	<u>251,299</u>	<u>251,903</u>	<u>102,530</u>	<u>35</u>	<u>296,605</u>	<u>300,702</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>07/08</u>	<u>08/09</u>	<u>09/10</u>
42	Thrift Shop Manager	1	1	1
22	Thrift Shop Driver II	1	1	1
20	Thrift Shop Assistant Manager	1	1	1
20	Thrift Shop Driver I (1 part-time)	2	2	2
UCL	Office Assistant/Cashier (2 part-time)	<u>1</u>	<u>2</u>	<u>2</u>
	Total	<u>6</u>	<u>7</u>	<u>7</u>

EXPENDITURE SUMMARY

	<u>Actual</u> <u>06/07</u>	<u>Actual</u> <u>07/08</u>	<u>Budget</u> <u>08/09</u>	<u>Budget</u> <u>09/10</u>
Personal services	\$ 222,926	\$ 236,021	\$ 255,065	\$ 246,683
Operating expenditures	<u>114,274</u>	<u>29,224</u>	<u>25,850</u>	<u>24,950</u>
Total	<u>\$ 337,200</u>	<u>\$ 265,245</u>	<u>\$ 280,915</u>	<u>\$ 271,633</u>

**SENIOR SERVICES FUND
EXPENDITURES BY OBJECT**

SENIOR SERVICES Thrift Shop	2006-07 Actual	2007-08 Actual	2008-09	2008-09	2008-09 Budget	2009-10 Adopted Budget
			Y-T-D Actual (Thru 3/31/09)	Y-T-D %age		
<i>Account Description</i>						
Regular Salary	191,918	204,666	96,067	45	215,875	204,066
Overtime	8	-	-	-	-	-
Longevity	1,890	2,590	1,221	42	2,915	5,113
Sick Leave Conversion Pay	2,248	209	3,349	96	3,500	3,500
Clothing Allowance	-	-	-	-	-	1,200
<i>Salaries & Wages</i>	<u>196,064</u>	<u>207,465</u>	<u>100,638</u>	<u>45</u>	<u>222,290</u>	<u>213,879</u>
FICA	14,464	15,141	7,449	44	17,005	16,270
<i>Payroll Taxes</i>	<u>14,464</u>	<u>15,141</u>	<u>7,449</u>	<u>44</u>	<u>17,005</u>	<u>16,270</u>
ICMA Pension Plan	12,398	13,415	6,670	42	15,770	16,534
<i>Pension Contributions</i>	<u>12,398</u>	<u>13,415</u>	<u>6,670</u>	<u>42</u>	<u>15,770</u>	<u>16,534</u>
Serv to Maintain Buildings	-	1,725	-	-	-	-
Custodial Services	-	-	-	-	1,800	1,800
Pest Control Services	-	-	-	-	-	300
<i>Repair and Maint Services</i>	<u>-</u>	<u>1,725</u>	<u>-</u>	<u>-</u>	<u>1,800</u>	<u>2,100</u>
Clothing Allowance	1,000	308	1,030	86	1,200	-
Office Supplies	240	913	357	36	1,000	1,000
Minor Equip, Tools & Hdwe	107	-	-	-	-	-
Volunteer Snacks	585	713	259	37	700	700
Other Commodities	2,543	2,075	665	44	1,500	1,500
<i>Materials and Supplies</i>	<u>4,475</u>	<u>4,009</u>	<u>2,311</u>	<u>53</u>	<u>4,400</u>	<u>3,200</u>
Rent of Equipment	1,418	89	119	15	800	800
Rent of Security System	-	90	-	-	800	800
<i>Rentals and Leases</i>	<u>1,418</u>	<u>179</u>	<u>119</u>	<u>7</u>	<u>1,600</u>	<u>1,600</u>
Auto Body Repair	4,497	210	-	-	300	300
Gasoline	25,813	4,236	1,810	45	4,000	4,000
Diesel Fuel	41,131	4,081	1,382	55	2,500	2,500
Matl to Maint Vehicles	27,150	3,016	883	44	2,000	2,000
Tires	251	1,084	86	9	1,000	1,000
Batteries	56	359	-	-	150	150
Oil and Lubricants	99	75	51	51	100	100
<i>Vehicle Operating Expense</i>	<u>98,997</u>	<u>13,061</u>	<u>4,212</u>	<u>42</u>	<u>10,050</u>	<u>10,050</u>
Travel and Training	108	-	-	-	200	200
Thrift Shop Advertising	2,788	4,331	1,215	40	3,000	3,000
Advertising	2,020	448	-	-	-	-
Laundry and Cleaning	562	607	173	22	800	800
<i>Other Operating Expenditures</i>	<u>5,478</u>	<u>5,386</u>	<u>1,387</u>	<u>35</u>	<u>4,000</u>	<u>4,000</u>
Credit Card Service Fees	3,906	4,864	327	8	4,000	4,000
<i>Credit Card Fees - Thrift Shop</i>	<u>3,906</u>	<u>4,864</u>	<u>327</u>	<u>8</u>	<u>4,000</u>	<u>4,000</u>
Total Thrift Shop	<u>337,200</u>	<u>265,245</u>	<u>123,112</u>	<u>44</u>	<u>280,915</u>	<u>271,633</u>
TOTAL SENIOR SERVICES	<u>2,194,527</u>	<u>2,211,683</u>	<u>1,011,441</u>	<u>40</u>	<u>2,523,193</u>	<u>2,519,546</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>06/07</u>	Actual <u>07/08</u>	Budget <u>08/09</u>	Budget <u>09/10</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			2008-09			
	2006-07	2007-08	Y-T-D Actual (Thru 3/31/09)	2008-09 Y-T-D %age	2008-09 Budget	2009-10 Adopted Budget
<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	111,400	111,400	55,700	50	111,400	111,400
<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>
Total Non-Departmental	<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>2,305,927</u>	<u>2,323,083</u>	<u>1,067,141</u>	<u>41</u>	<u>2,634,593</u>	<u>2,630,946</u>

COMMUNITY DEVELOPMENT BLOCK GRANT FUND
REVENUES BY CATEGORY AND SOURCE

	2006-07	2007-08	2008-09	2008-09	2008-09	2009-10
	Actual	Actual	Y-T-D	Y-T-D	Budget	Budget
			Actual	%age		
			(Thru 3/31/09)			
INTERGOVERNMENTAL REVENUE						
Community Develop Block Grant (CDBG)	1,183,260	1,081,533	132,653	18	738,902	742,692
<i>Federal Grants</i>	<u>1,183,260</u>	<u>1,081,533</u>	<u>132,653</u>	<u>18</u>	<u>738,902</u>	<u>742,692</u>
TOTAL INTERGOV'T REVENUES	<u>1,183,260</u>	<u>1,081,533</u>	<u>132,653</u>	<u>18</u>	<u>738,902</u>	<u>742,692</u>
TOTAL COMM DEV BLK GRANT FUND	<u>1,183,260</u>	<u>1,081,533</u>	<u>132,653</u>	<u>18</u>	<u>738,902</u>	<u>742,692</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 <u>06/07</u>	Actual <u>07/08</u>	Budget <u>08/09</u>	Budget <u>09/10</u>
Operating expenditures	\$ 1,061,436	\$ 593,579	\$ 591,122	\$ 594,154
Non-operating expenditures	<u>121,823</u>	<u>147,854</u>	<u>147,780</u>	<u>148,538</u>
Total	<u>\$ 1,183,259</u>	<u>\$ 741,433</u>	<u>\$ 738,902</u>	<u>\$ 742,692</u>

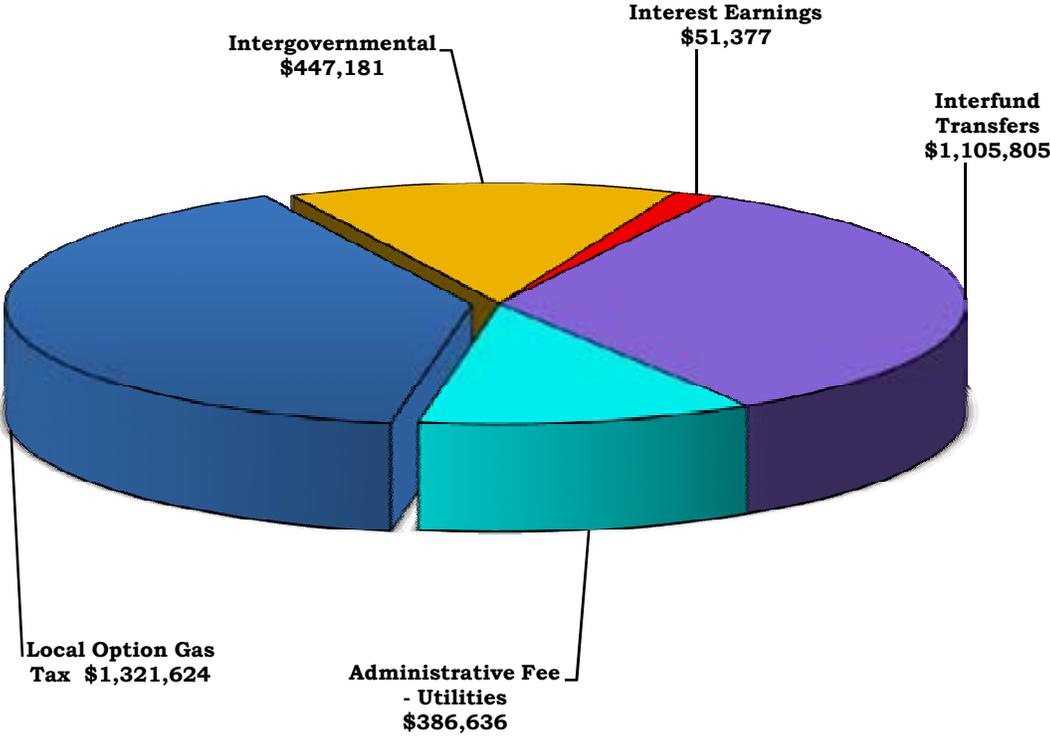
**COMMUNITY DEVELOPMENT BLOCK GRANT FUND
EXPENDITURES BY OBJECT**

NON-DEPARTMENTAL <u>Account Description</u>	2006-07	2007-08	2008-09 Y-T-D Actual	2008-09 Y-T-D %age	2008-09 Budget	2009-10 Adopted Budget
	<u>Actual</u>	<u>Actual</u>	<u>(Thru 3/31/09)</u>			
Appraisal Fees	-	350	-	-	-	-
Economic Development Svcs	560	1,807	8,054	-	-	-
Youth/Family Counseling	-	-	-	-	110,836	111,404
Communication Services	131	86	50	-	-	-
<i>Professional Services</i>	<u>691</u>	<u>2,244</u>	<u>8,104</u>	<u>7</u>	<u>110,836</u>	<u>111,404</u>
Office Supplies	-	261	-	-	-	-
<i>Materials and Supplies</i>	<u>-</u>	<u>261</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Travel and Training	1,720	1,790	(66)	-	-	-
Advertising	500	-	-	-	-	-
<i>Other Operating Expenditures</i>	<u>2,220</u>	<u>1,790</u>	<u>(66)</u>	<u>-</u>	<u>-</u>	<u>-</u>
Dist 2 Speed Table Instal.	-	39,420	-	-	-	-
<i>Capital Outlay</i>	<u>-</u>	<u>39,420</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Direct Client Subsidy	270,000	150,000	82,482	-	-	-
Home Rehab/Home Buyer	315,641	236,425	113,767	24	480,286	482,750
Commercial Façade	385,397	45,166	50,332	-	-	-
Brotherly Love Social Service	20,000	26,667	-	-	-	-
Gold Coast Impact Community	25,000	29,338	-	-	-	-
H.O.P.E., Inc.	-	9,900	-	-	-	-
Boys and Girls Club	4,985	10,000	-	-	-	-
NEFP CASA, Inc.	10,000	7,566	7,566	-	-	-
Centro Cristiano	12,500	15,220	-	-	-	-
2-1-1 First Call for Help	5,002	15,000	-	-	-	-
Dehoernle Alzheimers Pav	5,000	4,583	-	-	-	-
Choices Network Systems	5,000	-	-	-	-	-
<i>Total Grants and Aids</i>	<u>1,058,525</u>	<u>549,864</u>	<u>254,147</u>	<u>53</u>	<u>480,286</u>	<u>482,750</u>
Transfer to General Fund	121,823	147,854	-	-	147,780	148,538
<i>Non-operating/Interfund Transfers</i>	<u>121,823</u>	<u>147,854</u>	<u>-</u>	<u>-</u>	<u>147,780</u>	<u>148,538</u>
TOTAL NONDEPARTMENTAL	<u>1,183,259</u>	<u>741,433</u>	<u>262,185</u>	<u>35</u>	<u>738,902</u>	<u>742,692</u>
TOTAL CDBG FUND	<u>1,183,259</u>	<u>741,433</u>	<u>262,185</u>	<u>35</u>	<u>738,902</u>	<u>742,692</u>

ROAD AND BRIDGE FUND
REVENUES BY CATEGORY AND SOURCE

	2006-07	2007-08	2008-09	2008-09	2008-09	2009-10
	Actual	Actual	Y-T-D	Y-T-D	Budget	Budget
			(Thru 3/31/09)	%age		
TAXES						
Local Option Gas Tax	806,709	842,476	326,843	40	813,077	766,653
Local Option Gas Tax - 3¢	<u>578,078</u>	<u>527,168</u>	<u>235,209</u>	<u>40</u>	<u>581,911</u>	<u>554,971</u>
<i>Sales and Use Taxes</i>	<u>1,384,787</u>	<u>1,369,644</u>	<u>562,052</u>	<u>40</u>	<u>1,394,988</u>	<u>1,321,624</u>
TOTAL TAXES	<u>1,384,787</u>	<u>1,369,644</u>	<u>562,052</u>	<u>40</u>	<u>1,394,988</u>	<u>1,321,624</u>
INTERGOVERNMENTAL REVENUE						
State Revenue Sharing	-	-	-	-	-	447,181
TOTAL INTERGOVERNMENTAL	-	-	-	-	-	<u>447,181</u>
MISCELLANEOUS REVENUE						
Interest on Investments	60,482	59,642	-	-	50,000	41,377
Interest on Idle Cash	<u>10,130</u>	<u>16,789</u>	<u>8,328</u>	<u>42</u>	<u>20,000</u>	<u>10,000</u>
<i>Interest Earnings</i>	<u>70,612</u>	<u>76,431</u>	<u>8,328</u>	<u>12</u>	<u>70,000</u>	<u>51,377</u>
Administrative Fee - Utility	311,553	315,958	157,979	53	297,176	386,636
Miscellaneous Revenue	-	10,700	-	-	-	-
Harbors at Riverglen	<u>5,143</u>	-	-	-	-	-
<i>Other Miscellaneous Revenues</i>	<u>316,696</u>	<u>326,658</u>	<u>157,979</u>	<u>53</u>	<u>297,176</u>	<u>386,636</u>
TOTAL MISC REVENUES	<u>387,308</u>	<u>403,089</u>	<u>166,307</u>	<u>45</u>	<u>367,176</u>	<u>438,013</u>
NON-REVENUES						
General Fund	-	-	-	-	250,000	250,000
State Revenue Sharing Fund	537,062	511,204	211,225	39	535,691	-
Road & Bridge Reserve - 3¢	-	-	-	-	979,440	639,805
<i>Interfund Transfers</i>	<u>537,062</u>	<u>511,204</u>	<u>211,225</u>	<u>12</u>	<u>1,765,131</u>	<u>889,805</u>
Cash Carryover - Prior Year	-	-	-	-	149,439	-
Capital Lease Proceeds	<u>32,493</u>	<u>48,136</u>	-	-	-	<u>216,000</u>
<i>Other Non-Revenues</i>	<u>32,493</u>	<u>48,136</u>	-	-	<u>149,439</u>	<u>216,000</u>
TOTAL NON-REVENUES	<u>569,555</u>	<u>559,340</u>	<u>211,225</u>	<u>11</u>	<u>1,914,570</u>	<u>1,105,805</u>
TOTAL ROAD AND BRIDGE FUND	<u>2,341,650</u>	<u>2,332,073</u>	<u>939,584</u>	<u>26</u>	<u>3,676,734</u>	<u>3,312,623</u>

**City of Deerfield Beach
Projected Revenues - Road & Bridge Fund
Fiscal Year 2009/10**

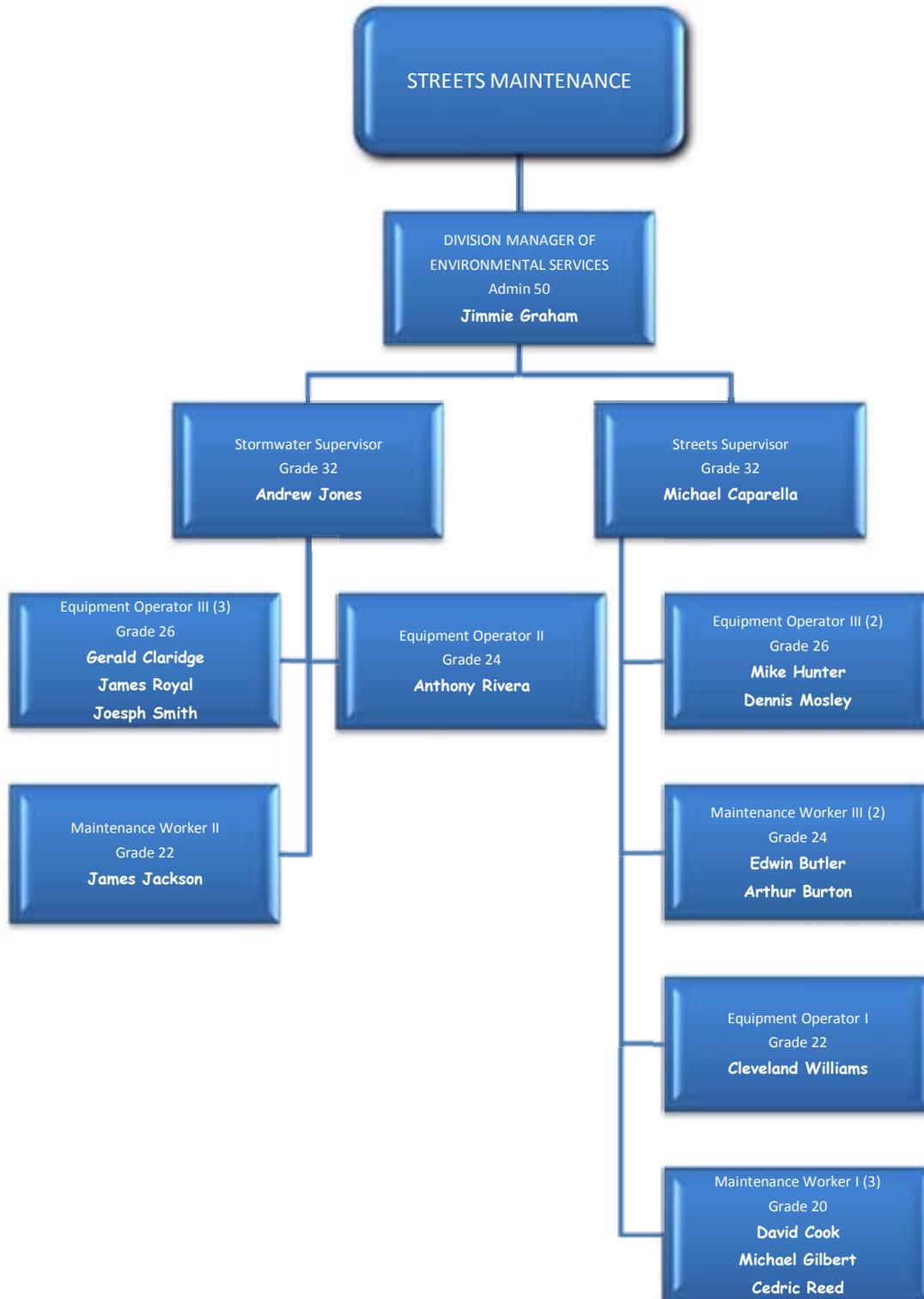


Total projected revenues: \$3,312,623

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>07/08</u>	<u>08/09</u>	<u>09/10</u>
46	Streets Superintendent	1	0	0
32	Streets Supervisor	0	1	1
32	Stormwater Supervisor	1	1	1
26	Equipment Operator III	5	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>15</u>	<u>15</u>	<u>15</u>

CAPITAL OUTLAY

Street Sweeper **	\$ 200,000
Roadway Improvements	100,000
Boat - Stormwater	<u>16,000</u>
	<u>\$ 316,000</u>

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

EXPENDITURE SUMMARY

	<u>Actual</u> <u>06/07</u>	<u>Actual</u> <u>07/08</u>	<u>Budget</u> <u>08/09</u>	<u>Budget</u> <u>09/10</u>
Personal services	\$ 896,351	\$ 835,873	\$ 944,855	\$ 956,215
Operating expenditures	811,228	1,157,530	1,159,386	1,187,600
Capital outlay	<u>32,493</u>	<u>48,136</u>	<u>623,897</u>	<u>316,000</u>
Total	<u>\$ 1,740,072</u>	<u>\$ 2,041,539</u>	<u>\$ 2,728,138</u>	<u>\$ 2,459,815</u>

**ROAD AND BRIDGE FUND
EXPENDITURES BY OBJECT**

PUBLIC WORKS <i>Streets Maintenance</i>	2008-09					
	2006-07	2007-08	Y-T-D Actual (Thru 3/31/09)	2008-09 Y-T-D %age	2008-09 Budget	2009-10 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	693,209	671,100	343,828	45	769,435	771,752
Overtime	5,415	2,032	401	8	5,000	5,000
Longevity	29,452	25,856	10,024	34	29,510	25,474
Sick Leave Conversion Pay	8,426	7,673	6,896	69	10,000	10,000
Clothing Allowance	-	-	-	-	-	7,500
<i>Salaries & Wages</i>	<u>736,502</u>	<u>706,661</u>	<u>361,149</u>	<u>44</u>	<u>813,945</u>	<u>819,726</u>
FICA	54,070	51,592	25,940	41	63,900	62,775
<i>Payroll Taxes</i>	<u>54,070</u>	<u>51,592</u>	<u>25,940</u>	<u>41</u>	<u>63,900</u>	<u>62,775</u>
Nonuniformed Pension Plan	60,177	31,781	5,688	50	11,375	13,339
ICMA Pension Plan	45,602	45,839	23,438	42	55,635	60,375
<i>Pension Contributions</i>	<u>105,779</u>	<u>77,620</u>	<u>29,126</u>	<u>43</u>	<u>67,010</u>	<u>73,714</u>
Surveying Services	18,480	-	-	-	-	-
<i>Professional Services</i>	<u>18,480</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Service to Maintain Equipment	65	201	62	1	5,000	5,000
Maintain/Resurface Streets	11,098	137,404	148,801	60	250,000	250,000
Sidewalk and Curbing	28,960	22,517	11,787	39	30,000	30,000
FEC Railroad Maintenance	-	107,240	6,292	63	10,000	10,000
Traffic Calming	-	-	-	-	5,000	10,000
<i>Repair and Maintenance Svcs</i>	<u>40,123</u>	<u>267,362</u>	<u>166,942</u>	<u>56</u>	<u>300,000</u>	<u>305,000</u>
Other Contractual Services	20,000	9,931	-	-	10,000	10,000
<i>Other Contractual Services</i>	<u>20,000</u>	<u>9,931</u>	<u>-</u>	<u>-</u>	<u>10,000</u>	<u>10,000</u>
Street Lighting	434,188	584,680	248,889	47	535,000	575,000
<i>Utility Services</i>	<u>434,188</u>	<u>584,680</u>	<u>248,889</u>	<u>47</u>	<u>535,000</u>	<u>575,000</u>
Pager Rental	(38)	-	-	-	-	-
<i>Communication Services</i>	<u>(38)</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Clothing Allowance	3,309	4,746	339	5	7,500	-
Office Supplies	234	468	-	-	400	400
Chemicals	145	78	-	-	1,500	1,500
Minor Equip, Tools & Hdwe	4,334	9,219	2,078	28	7,500	7,500
Traffic Control Signs	60,802	28,466	12,969	33	39,286	25,000
Material to Maintain Equipment	688	310	627	52	1,200	1,200
Material to Maintain Streets	61,456	48,285	21,805	44	50,000	50,000
<i>Materials and Supplies</i>	<u>130,968</u>	<u>91,572</u>	<u>37,818</u>	<u>35</u>	<u>107,386</u>	<u>85,600</u>
Rent of Equipment	1,283	293	1,379	55	2,500	2,500
Lease of Railroad Land	42,938	36,994	17,134	43	40,000	45,000
<i>Rentals and Leases</i>	<u>44,221</u>	<u>37,287</u>	<u>18,512</u>	<u>44</u>	<u>42,500</u>	<u>47,500</u>

**ROAD AND BRIDGE FUND
EXPENDITURES BY OBJECT**

PUBLIC WORKS	2008-09					
	2006-07	2007-08	Y-T-D Actual (Thru 3/31/09)	2008-09 Y-T-D %age	2008-09 Budget	2009-10 Adopted Budget
<i>Streets Maintenance</i>	Actual	Actual	Actual	%age	Budget	Adopted Budget
<u>Account Description</u>						
Auto Body Repair	5,736	12,609	-	-	5,000	5,000
Gasoline	23,129	31,851	9,560	29	33,000	33,000
Diesel Fuel	31,107	44,005	17,310	40	43,000	43,000
Matl to Maint Vehicles	28,168	40,342	20,249	72	28,000	28,000
Tires	6,817	5,317	5,641	75	7,500	7,500
Batteries	981	808	760	76	1,000	1,000
Oil and Lubricants	534	1,134	319	21	1,500	1,500
<i>Vehicle Operating Expense</i>	<u>96,472</u>	<u>136,067</u>	<u>53,839</u>	<u>45</u>	<u>119,000</u>	<u>119,000</u>
Travel and Training	299	893	199	20	1,000	1,000
Laundry and Cleaning	2,381	2,907	2,055	51	4,000	4,000
Govt Fees and Permits	23,906	26,700	5,448	14	40,000	40,000
Dues & Memberships	228	132	135	27	500	500
<i>Other Operating Expenditures</i>	<u>26,814</u>	<u>30,631</u>	<u>7,837</u>	<u>17</u>	<u>45,500</u>	<u>45,500</u>
Improv Other Than Buildings	-	-	-	-	623,897	100,000
Automotive Equipment	32,493	48,136	-	-	-	216,000
<i>Capital Outlay</i>	<u>32,493</u>	<u>48,136</u>	<u>-</u>	<u>-</u>	<u>623,897</u>	<u>316,000</u>
Total Streets Maintenance	<u>1,740,072</u>	<u>2,041,539</u>	<u>950,050</u>	<u>35</u>	<u>2,728,138</u>	<u>2,459,815</u>
TOTAL PUBLIC WORKS	<u>1,740,072</u>	<u>2,041,539</u>	<u>950,050</u>	<u>35</u>	<u>2,728,138</u>	<u>2,459,815</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 06/07	Actual 07/08	Budget 08/09	Budget 09/10
Operating expenditures	\$ -	\$ 1,500	\$ -	\$ -
Non-operating expenditures	158,299	170,625	772,699	761,338
Total	\$ 158,299	\$ 172,125	\$ 772,699	\$ 761,338

**ROAD AND BRIDGE FUND
EXPENDITURES BY OBJECT**

NON-DEPARTMENTAL			2008-09			
	2006-07	2007-08	Y-T-D	2008-09	2008-09	2009-10
<u>Account Description</u>	<u>Actual</u>	<u>Actual</u>	<u>Actual</u>	<u>Y-T-D</u>	<u>Budget</u>	<u>Adopted</u>
			<u>(Thru 3/31/09)</u>	<u>%age</u>		<u>Budget</u>
Goolsby & Hillsboro Int.	-	1,500	-	-	-	-
Trans to Ins Serv Fund	158,299	170,625	95,394	50	190,788	206,367
Trans to Road and Bridge Reserve	-	-	-	-	581,911	554,971
<i>Nonoperating/Interfund Transfers</i>	<u>158,299</u>	<u>172,125</u>	<u>95,394</u>	<u>12</u>	<u>772,699</u>	<u>761,338</u>
<i>Total Non-Departmental</i>	<u>158,299</u>	<u>172,125</u>	<u>95,394</u>	<u>12</u>	<u>772,699</u>	<u>761,338</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 2009/10 fiscal year one (1) vehicle will be lease/purchased over a five-year period. The approximate debt service for this item follows:

Street Sweeper	\$ <u>7,733</u>
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EXPENDITURE SUMMARY

	Actual <u>06/07</u>	Actual <u>07/08</u>	Budget <u>08/09</u>	Budget <u>09/10</u>
Debt service	\$ <u>68,671</u>	\$ <u>80,046</u>	\$ <u>175,897</u>	\$ <u>91,470</u>

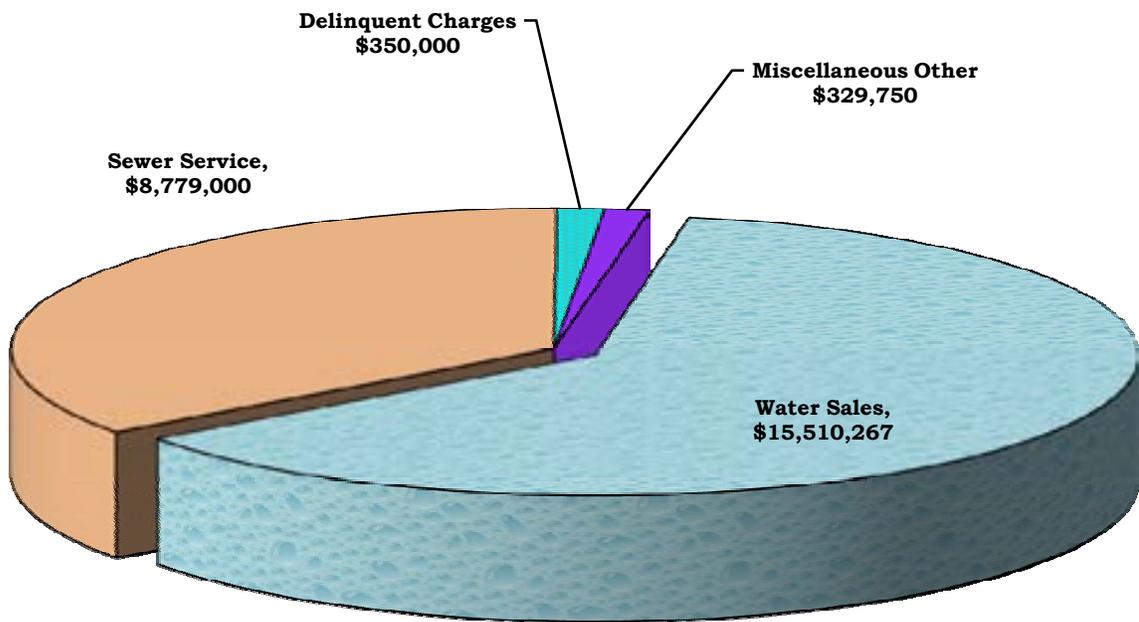
**ROAD AND BRIDGE FUND
EXPENDITURES BY OBJECT**

	2006-07 Actual	2007-08 Actual	2008-09	2008-09	2008-09 Budget	2009-10 Adopted Budget
			Y-T-D Actual (Thru 3/31/09)	Y-T-D %age		
DEBT SERVICE						
<u>Account Description</u>						
Capital Lease - Principal	60,098	72,390	82,309	52	157,205	86,250
Capital Lease - Interest	8,573	7,630	6,180	33	18,692	5,220
Lease Document Fees	-	26	-	-	-	-
<i>Debt Service</i>	<u>68,671</u>	<u>80,046</u>	<u>88,489</u>	<u>50</u>	<u>175,897</u>	<u>91,470</u>
Total Debt Service	<u>68,671</u>	<u>80,046</u>	<u>88,489</u>	<u>50</u>	<u>175,897</u>	<u>91,470</u>
TOTAL ROAD & BRIDGE FUND	<u>1,967,042</u>	<u>2,293,710</u>	<u>1,133,934</u>	<u>31</u>	<u>3,676,734</u>	<u>3,312,623</u>

UTILITY FUND
REVENUES BY CATEGORY AND SOURCE

	2006-07	2007-08	2008-09	2008-09	2008-09	2009-10
	Actual	Actual	Y-T-D	Y-T-D	Budget	Budget
			(Thru 3/31/09)	%age		
CHARGES FOR SERVICES						
Engineering Fees	227,426	203,236	124,740	125	100,000	144,000
Backflow Recertification	75,500	74,253	35,747	55	65,000	70,000
<i>General Government</i>	<u>302,926</u>	<u>277,489</u>	<u>160,487</u>	<u>97</u>	<u>165,000</u>	<u>214,000</u>
Water Sales	11,331,313	13,856,920	4,750,057	35	13,745,000	15,510,267
Water Meter Installation	67,025	28,850	18,680	50	37,500	10,000
Sewer Service	6,862,310	8,196,332	2,863,973	34	8,490,000	8,779,000
<i>Water/Sewer Service</i>	<u>18,260,648</u>	<u>22,082,102</u>	<u>7,632,710</u>	<u>34</u>	<u>22,272,500</u>	<u>24,299,267</u>
TOTAL CHARGES FOR SVCS	<u>18,563,574</u>	<u>22,359,591</u>	<u>7,793,197</u>	<u>35</u>	<u>22,437,500</u>	<u>24,513,267</u>
FINES AND FORFEITS						
Utility Delinquent Charge	353,419	396,994	206,568	59	350,000	350,000
After 5:00 Turn on	2,570	5,014	3,250	59	5,500	5,500
Re-read of Meter	390	270	180	72	250	250
Account Activation Fee	23,840	25,864	13,420	54	25,000	25,000
TOTAL FINES AND FORFEITS	<u>380,219</u>	<u>428,142</u>	<u>223,418</u>	<u>59</u>	<u>380,750</u>	<u>380,750</u>
MISCELLANEOUS REVENUE						
Interest on Investments	44,157	43,060	-	-	25,000	25,000
Interest on Idle Cash	17,949	26,305	31,200	78	40,000	40,000
<i>Interest Earnings</i>	<u>62,106</u>	<u>69,365</u>	<u>31,200</u>	<u>-</u>	<u>65,000</u>	<u>65,000</u>
Scrap Metal	5,055	9,371	2,629	53	5,000	5,000
<i>Sale Surplus Mat'l/Scrap</i>	<u>23,243</u>	<u>9,371</u>	<u>2,629</u>	<u>-</u>	<u>5,000</u>	<u>5,000</u>
Other Miscellaneous Revenue	690	7,043	230	5	5,000	5,000
<i>Other Miscellaneous Revenues</i>	<u>690</u>	<u>7,043</u>	<u>230</u>	<u>5</u>	<u>5,000</u>	<u>5,000</u>
TOTAL MISC REVENUES	<u>86,039</u>	<u>85,779</u>	<u>34,059</u>	<u>45</u>	<u>75,000</u>	<u>75,000</u>
NON-REVENUES						
Utility Bond Sinking Fund	-	208,489	-	-	-	-
<i>Interfund Transfers</i>	<u>-</u>	<u>208,489</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
TOTAL NON-REVENUES	<u>-</u>	<u>208,489</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
TOTAL UTILITY FUND	<u>19,029,832</u>	<u>23,082,001</u>	<u>8,050,674</u>	<u>35</u>	<u>22,893,250</u>	<u>24,969,017</u>

**City of Deerfield Beach
Projected Revenues - Utility Fund
Fiscal Year 2009/10**



Total projected revenues: \$24,969,017

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.

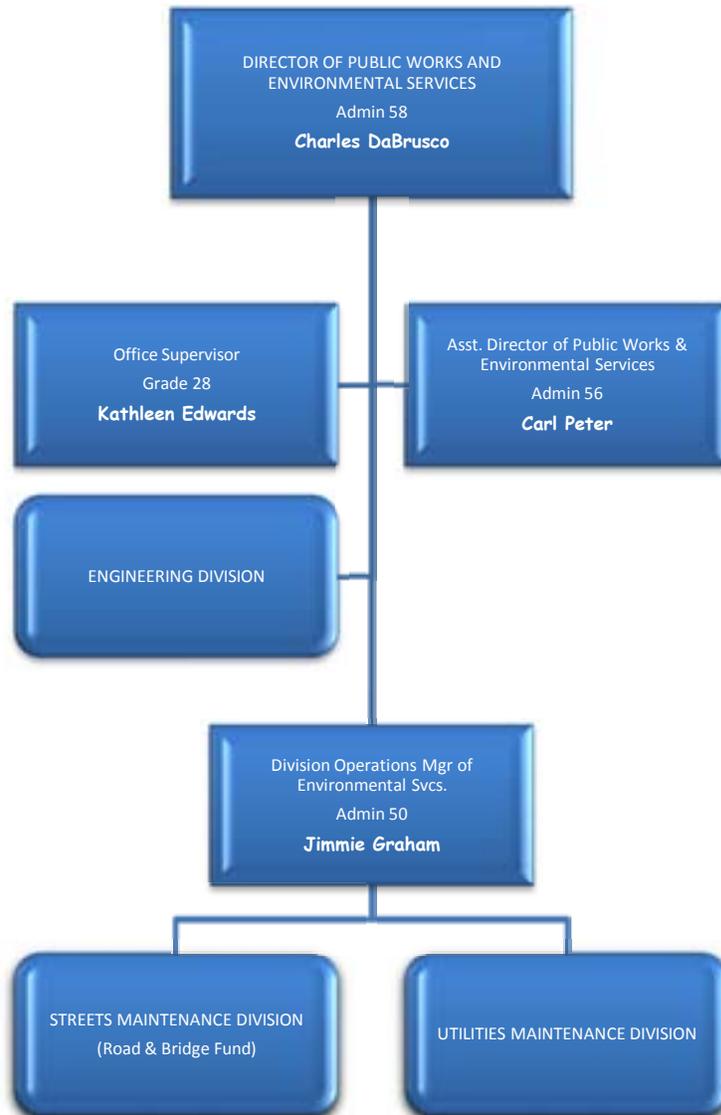
Engineering and Utilities administration/engineering is responsible for the coordination, budget, and quality control of all departmental functions. As such, this division prepares and administers the budget package, monthly reports, and any cost analyses that are required. In addition, the administration/engineering 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

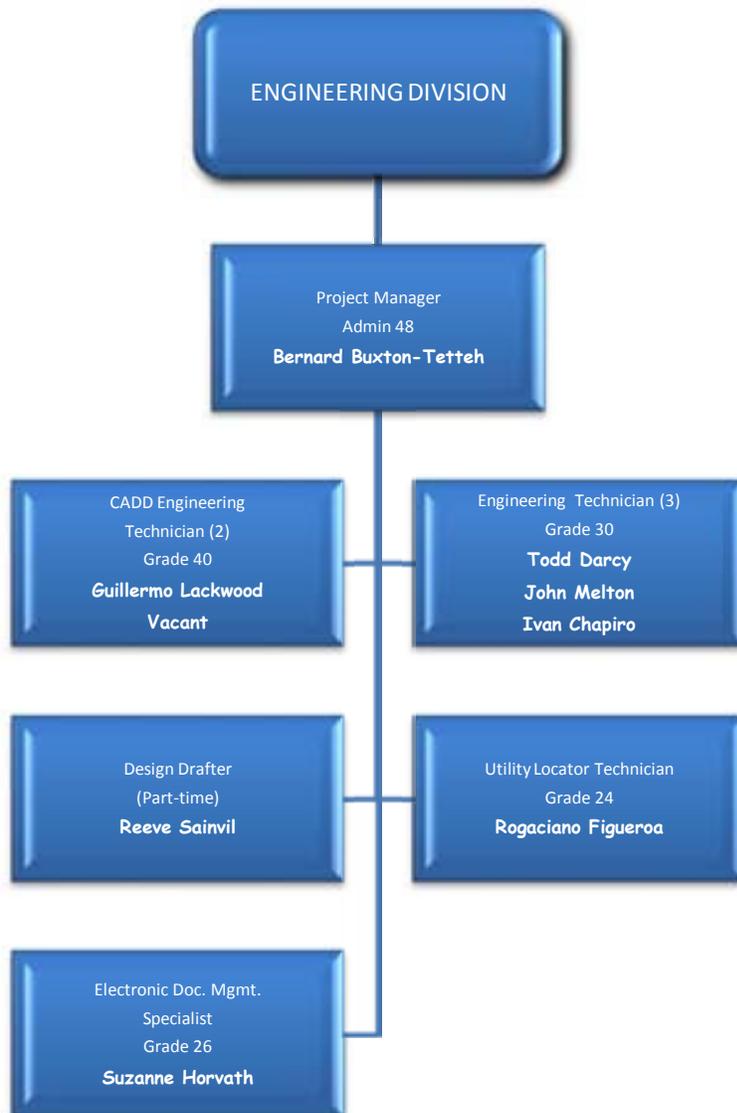
The Engineering/Utilities Divisions is administered by the Department of Public Works and Environmental Services. The goals which pertain to Engineering/Utilities are listed below:

- 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

Water Plant Division

Organization Chart

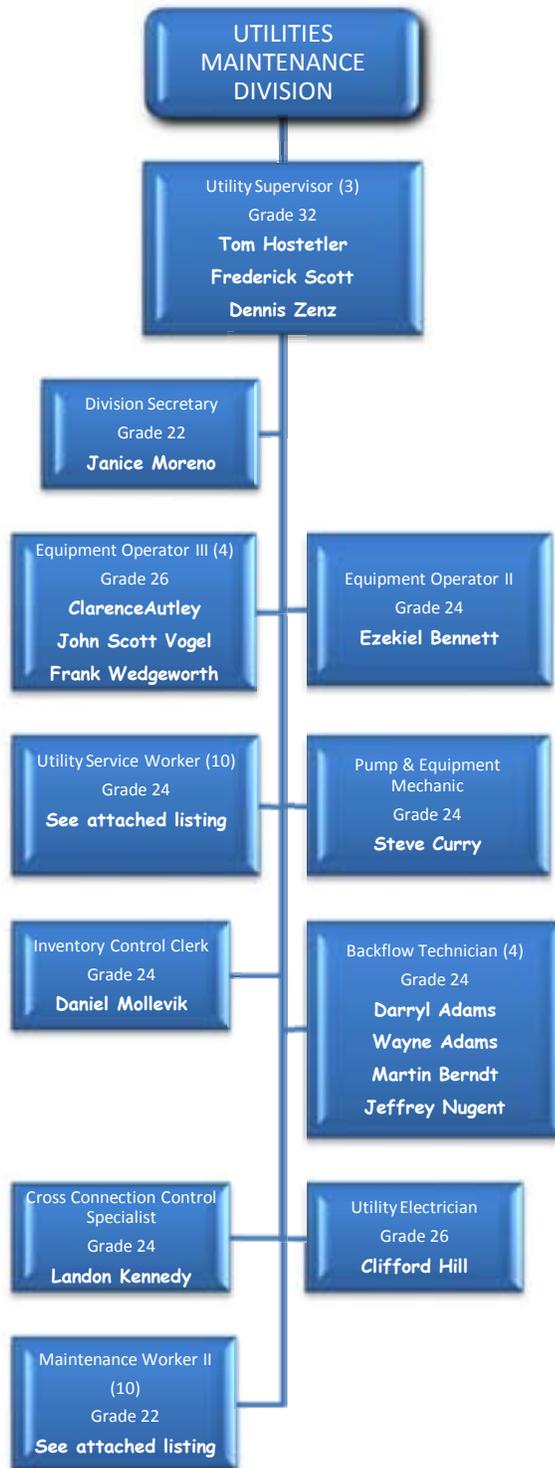
Water Operator II:

Daniel Bogner
Donald Bradley
David Brisbane
Timothy Emerson
Albert Jernej
Raymond Jones
Robert Lertora
Gerard Lettiere
James Mcardle
Patrick Robinson
Wilfredo Serrano-Leon
Vacant (2)

Public Works & Environmental Services Department

Utilities Maintenance Division

Organization Chart



Public Works & Environmental Services Department

Utilities Maintenance Division

Organization Chart

Utility Service Worker (10)

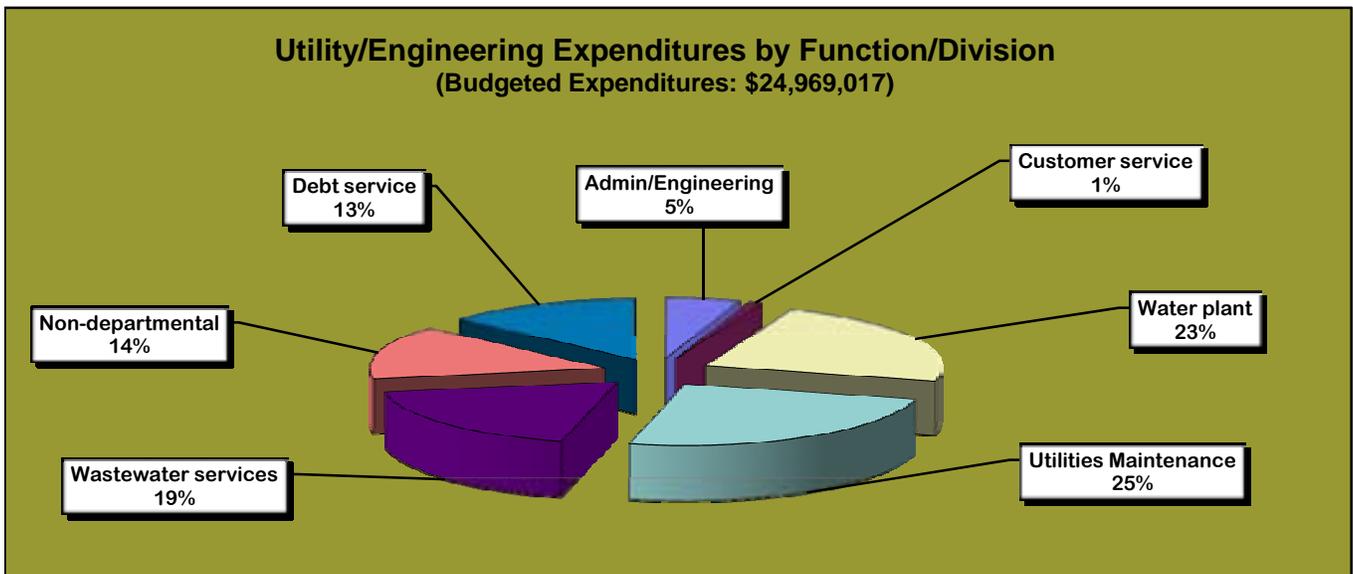
Stevie Baggs
Frederick Boyd
Ronald Durham
Kenneth Keitt
William Lindsey
Joseph Metts
Derry Moss
Andre Nesbitt
Vacant (2)

Maintenance Worker II (10)

Dolores Betts
Willie Colbert, Jr.
Elijah Deas, Jr.
Lee Dukes, Jr.
Brad Humphrey
Philip O'Keefe, Jr.
Christopher Pinkney
Vacant (3)

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

DEPARTMENT/DIVISION	ESTIMATED EXPENDITURES 2008-09	ESTIMATED EXPENDITURES 2009-10	DOLLAR CHANGE	PERCENTAGE CHANGE	PAGE REFERENCE
Admin/Engineering	1,373,935	1,268,558	(105,377)	-7.7%	201
Customer service	247,420	212,677	(34,743)	-14.0%	204
Water plant	5,452,673	5,744,501	291,828	5.4%	206
Utilities Maintenance	5,583,655	6,218,354	634,699	11.4%	210
Wastewater services	4,025,804	4,600,000	574,196	14.3%	214
Non-departmental	3,263,113	3,594,939	331,826	10.2%	216
Debt service	2,946,650	3,329,988	383,338	13.0%	218
TOTAL	22,893,250	24,969,017	2,075,767	9.1%	



Administration/Engineering Division

PERSONNEL SUMMARY

<u>Grade</u>	<u>Position/Title</u>	<u>07/08</u>	<u>08/09</u>	<u>09/10</u>
58	Dir. of Public Works & Environmental Svcs	1	1	1
56	Assistant Director of PWES	1	1	1
50	Division Operations Mgr - Environ. Svcs	1	1	1
48	Project Mangager	1	1	1
40	CADD Engineering Technician	2	2	2
30	Engineering Technician	3	3	3
28	Office Supervisor	1	1	1
26	Electronic Documents Mgmt Specialist	1	1	1
24	Utility Locator Technician	1	1	1
UCL	Design Drafter (part-time)	1	1	1
UCL	Intern (part-time)	<u>1</u>	<u>1</u>	<u>1</u>
	Total	<u>14</u>	<u>14</u>	<u>14</u>

EXPENDITURE SUMMARY

	<u>Actual</u> <u>06/07</u>	<u>Actual</u> <u>07/08</u>	<u>Budget</u> <u>08/09</u>	<u>Budget</u> <u>09/10</u>
Personal services	\$ 795,768	\$ 837,649	\$ 1,248,935	\$ 1,177,758
Operating expenditures	79,875	90,660	107,500	90,800
Capital outlay	<u>17,773</u>	<u>-</u>	<u>17,500</u>	<u>-</u>
Total	<u>\$ 893,416</u>	<u>\$ 928,309</u>	<u>\$ 1,373,935</u>	<u>\$ 1,268,558</u>

**UTILITY FUND
EXPENDITURES BY OBJECT**

UTILITIES Administration			2008-09			
	2006-07	2007-08	Y-T-D Actual (Thru 3/31/09)	2008-09 Y-T-D %age	2008-09 Budget	2009-10 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	606,813	646,407	327,742	32	1,029,925	935,672
Overtime	4	63	-	-	5,000	5,000
Longevity	21,682	22,632	11,700	33	35,630	36,080
Sick/Vacation Pay Accrual	(13,779)	46,424	-	-	-	-
Sick Leave Conversion Pay	9,473	7,169	10,169	78	13,000	13,000
Clothing Allowance	-	-	-	-	-	2,500
<i>Salaries & Wages</i>	<u>624,193</u>	<u>722,695</u>	<u>349,611</u>	<u>32</u>	<u>1,083,555</u>	<u>992,252</u>
FICA	45,855	48,565	23,665	29	82,945	75,968
<i>Payroll Taxes</i>	<u>45,855</u>	<u>48,565</u>	<u>23,665</u>	<u>29</u>	<u>82,945</u>	<u>75,968</u>
Nonuniformed Pension Plan	93,469	27,168	7,658	50	15,315	47,523
ICMA Pension Plan	32,251	39,221	20,814	31	67,120	62,015
<i>Pension Contributions</i>	<u>125,720</u>	<u>66,389</u>	<u>28,471</u>	<u>35</u>	<u>82,435</u>	<u>109,538</u>
Surveying Services	3,323	2,000	289	4	8,000	10,000
Programming/Software	1,832	1,498	-	-	8,000	5,000
<i>Professional Services</i>	<u>5,155</u>	<u>3,498</u>	<u>289</u>	<u>2</u>	<u>16,000</u>	<u>15,000</u>
Service to Maintain Equipment	664	497	-	-	600	600
<i>Repair and Maintenance Svcs</i>	<u>664</u>	<u>497</u>	<u>-</u>	<u>-</u>	<u>600</u>	<u>600</u>
Other Contractual Services	34,076	49,030	3,741	21	18,000	20,000
<i>Other Contractual Services</i>	<u>34,076</u>	<u>49,030</u>	<u>3,741</u>	<u>21</u>	<u>18,000</u>	<u>20,000</u>
Duplicating Supplies	20	524	272	27	1,000	1,000
Clothing Allowance	1,551	2,461	-	-	2,250	-
Office Supplies	4,825	2,791	1,096	22	5,000	4,000
Minor Equip, Tools & Hdwe	4,177	2,574	13,025	52	25,000	10,000
Other Commodities	-	-	-	-	1,000	1,000
<i>Materials and Supplies</i>	<u>10,573</u>	<u>8,350</u>	<u>14,393</u>	<u>42</u>	<u>34,250</u>	<u>16,000</u>
Rent of Equipment	19,688	21,075	9,372	37	25,000	25,000
<i>Rentals and Leases</i>	<u>19,688</u>	<u>21,075</u>	<u>9,372</u>	<u>37</u>	<u>25,000</u>	<u>25,000</u>

**UTILITY FUND
EXPENDITURES BY OBJECT**

UTILITIES Administration			2008-09			
	2006-07 <u>Actual</u>	2007-08 <u>Actual</u>	Y-T-D Actual (Thru 3/31/09)	2008-09 Y-T-D %age	2008-09 <u>Budget</u>	2009-10 <u>Adopted Budget</u>
<u>Account Description</u>						
Auto Body Repair	-	1,802	-	-	500	500
Gasoline	3,481	3,230	1,159	23	5,000	5,000
Matl to Maint Vehicles	803	558	159	32	500	500
Tires	530	451	466	93	500	800
Batteries	47	277	86	14	600	600
Oil and Lubricants	68	80	40	40	100	100
<i>Vehicle Operating Expense</i>	<u>4,929</u>	<u>6,398</u>	<u>1,910</u>	<u>27</u>	<u>7,200</u>	<u>7,500</u>
Travel and Training	737	829	-	-	3,000	3,000
Printing	2,831	481	98	5	2,000	2,000
Photography	315	-	-	-	500	500
Blueprinting	415	288	-	-	-	-
Freight and Cartage	-	-	-	-	200	200
Dues & Memberships	492	214	220	29	750	1,000
<i>Other Operating Expenditures</i>	<u>4,790</u>	<u>1,812</u>	<u>318</u>	<u>5</u>	<u>6,450</u>	<u>6,700</u>
Automotive Equipment	<u>17,773</u>	-	-	-	17,500	-
<i>Capital Outlay</i>	<u>17,773</u>	-	-	-	<u>17,500</u>	-
Total Admin/Engineering	<u>893,416</u>	<u>928,309</u>	<u>431,770</u>	<u>31</u>	<u>1,373,935</u>	<u>1,268,558</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>07/08</u>	<u>08/09</u>	<u>09/10</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>

EXPENDITURE SUMMARY

	<u>Actual 06/07</u>	<u>Actual 07/08</u>	<u>Budget 08/09</u>	<u>Budget 09/10</u>
Personal services	\$ 150,743	\$ 157,779	\$ 197,020	\$ 175,177
Operating expenditures	20,370	27,035	33,200	37,500
Capital outlay	-	-	17,200	-
Total	<u>\$ 171,113</u>	<u>\$ 184,814</u>	<u>\$ 247,420</u>	<u>\$ 212,677</u>

**UTILITY FUND
EXPENDITURES BY OBJECT**

UTILITIES Customer Service			2008-09			
	2006-07 Actual	2007-08 Actual	Y-T-D Actual (Thru 3/31/09)	2008-09 Y-T-D %age	2008-09 Budget	2009-10 Adopted Budget
<u>Account Description</u>						
Regular Salary	123,439	131,413	61,750	38	162,620	142,789
Longevity	5,026	5,843	2,707	42	6,510	7,255
Sick/Vacation Pay Accrual	2,631	(414)	-	-	-	-
Sick Leave Conversion Pay	-	-	-	-	1,100	1,100
Clothing Allowance	-	-	-	-	-	75
<i>Salaries & Wages</i>	<u>131,096</u>	<u>136,843</u>	<u>64,457</u>	<u>38</u>	<u>170,230</u>	<u>151,219</u>
FICA	9,370	9,955	4,680	36	13,025	11,566
<i>Payroll Taxes</i>	<u>9,370</u>	<u>9,955</u>	<u>4,680</u>	<u>36</u>	<u>13,025</u>	<u>11,566</u>
ICMA Pension Plan	10,277	10,981	5,157	37	13,765	12,392
<i>Pension Contributions</i>	<u>10,277</u>	<u>10,981</u>	<u>5,157</u>	<u>37</u>	<u>13,765</u>	<u>12,392</u>
Programming/Software	-	800	-	-	1,000	1,000
<i>Professional Services</i>	<u>-</u>	<u>800</u>	<u>-</u>	<u>-</u>	<u>1,000</u>	<u>1,000</u>
Service to Maintain Office Eq	2,248	2,500	1,360	54	2,500	2,500
<i>Repair and Maintenance Svcs</i>	<u>2,248</u>	<u>2,500</u>	<u>1,360</u>	<u>54</u>	<u>2,500</u>	<u>2,500</u>
Clothing Allowance	38	200	-	-	200	-
Office Supplies	13,817	16,222	9,025	53	17,000	19,000
Minor Equip, Tools & Hdwe	-	2,000	-	-	7,000	5,000
<i>Materials and Supplies</i>	<u>13,855</u>	<u>18,422</u>	<u>9,025</u>	<u>37</u>	<u>24,200</u>	<u>24,000</u>
Copier Lease	-	154	791	-	-	2,500
Equipment Lease	3,862	3,792	1,839	46	4,000	6,000
<i>Rentals and Leases</i>	<u>3,862</u>	<u>3,946</u>	<u>2,630</u>	<u>66</u>	<u>4,000</u>	<u>8,500</u>
Travel and Training	-	867	-	-	1,000	1,000
Printing	405	500	-	-	500	500
<i>Other Operating Expenditures</i>	<u>405</u>	<u>1,367</u>	<u>-</u>	<u>-</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>17,200</u>	<u>-</u>
Total Customer Service	<u>171,113</u>	<u>184,814</u>	<u>87,308</u>	<u>35</u>	<u>247,420</u>	<u>212,677</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>07/08</u>	<u>08/09</u>	<u>09/10</u>
50	Chief Water Operator	1	1	1
46	Water Operations Supervisor	1	1	1
44	Water Lab Supervisor	1	1	1
40	Chemist	1	1	1
32	Utility Supervisor	1	1	1
30	Water Operations Leader	3	3	3
30	Instrumentation Technician	2	2	2
30	Utility Electrician	1	1	1
28	Water Operator II	13	13	13
24	Water Mechanic	3	3	3
24	Water Lab Technician	1	1	1
24	Maintenance Worker III	1	1	1
24	Equipment Operator II	1	1	1
22	Maintenance Worker II	1	1	1
22	Division Secretary	1	1	1
20	Water Operator I	1	1	1
UCL	Security Worker (part-time)	2	2	2
UCL	Security Maintenance Worker (part-time)	1	1	1
UCL	Clerk Typist (part-time)	<u>1</u>	<u>1</u>	<u>1</u>
	Total	<u>37</u>	<u>37</u>	<u>37</u>

CAPITAL OUTLAY REQUESTED

Replacement pumps, tanks, and drives	<u>\$ 88,000</u>
--------------------------------------	------------------

Water Plant Division (continued)

EXPENDITURE SUMMARY

	<u>Actual</u> <u>06/07</u>	<u>Actual</u> <u>07/08</u>	<u>Budget</u> <u>08/09</u>	<u>Budget</u> <u>09/10</u>
Personal services	\$ 2,112,133	\$ 2,266,148	\$ 2,739,530	\$ 2,732,620
Operating expenditures	2,232,978	2,081,834	2,534,930	2,923,881
Capital outlay	<u>13,053</u>	<u>-</u>	<u>178,213</u>	<u>88,000</u>
Total	<u>\$ 4,358,164</u>	<u>\$ 4,347,982</u>	<u>\$ 5,452,673</u>	<u>\$ 5,744,501</u>

**UTILITY FUND
EXPENDITURES BY OBJECT**

UTILITIES
Water Plant

Account Description			2008-09		2009-10	
	2006-07 Actual	2007-08 Actual	Y-T-D Actual (Thru 3/31/09)	Y-T-D %age	2008-09 Budget	Adopted Budget
Regular Salary	1,598,318	1,705,242	775,060	37	2,122,020	2,036,634
Overtime	87,314	95,806	58,292	78	75,000	75,000
Longevity	92,627	103,437	48,502	36	134,090	125,252
Basic Incentive	16,683	17,549	8,130	36	22,580	18,225
Sick/Vacation Pay Accrual	74,676	(8,699)	-	-	-	-
Sick Leave Conversion Pay	17,675	19,764	19,395	92	21,000	21,000
Clothing Allowance	-	-	-	-	-	9,000
<i>Salaries & Wages</i>	<u>1,887,293</u>	<u>1,933,099</u>	<u>909,379</u>	<u>38</u>	<u>2,374,690</u>	<u>2,285,111</u>
FICA	135,306	144,717	68,731	38	182,015	176,842
<i>Payroll Taxes</i>	<u>135,306</u>	<u>144,717</u>	<u>68,731</u>	<u>38</u>	<u>182,015</u>	<u>176,842</u>
Nonuniformed Pension Plan	204,354	88,528	25,428	50	50,855	151,806
ICMA Pension Plan	92,402	99,804	46,063	35	131,970	118,861
<i>Pension Contributions</i>	<u>296,756</u>	<u>188,332</u>	<u>71,490</u>	<u>39</u>	<u>182,825</u>	<u>270,667</u>
Programming/Software	299	449	694	28	2,500	2,000
SWIMM Program	-	-	-	-	200	200
Other Professional Services	59,167	110,921	29,135	17	175,000	150,000
<i>Professional Services</i>	<u>59,466</u>	<u>111,370</u>	<u>29,829</u>	<u>17</u>	<u>177,700</u>	<u>152,200</u>
Electrical Services	16,926	-	-	-	5,000	5,000
Service to Maintain Equipment	79,589	47,444	6,357	11	56,000	56,000
Service to Maintain Other	14,532	9,259	3,180	16	20,000	20,000
<i>Repair and Maintenance Svcs</i>	<u>111,047</u>	<u>56,703</u>	<u>9,537</u>	<u>12</u>	<u>81,000</u>	<u>81,000</u>
Other Contractual Services	-	-	-	-	-	10,000
<i>Other Contractual Services</i>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>10,000</u>
Electric	820,234	856,125	317,526	39	810,000	975,000
County Raw Water Charge	70,721	63,190	18,712	25	75,000	75,000
<i>Utility Services</i>	<u>890,955</u>	<u>919,315</u>	<u>336,238</u>	<u>38</u>	<u>885,000</u>	<u>1,050,000</u>
Pager Rental	236	300	94	-	-	-
<i>Communication Services</i>	<u>236</u>	<u>300</u>	<u>94</u>	<u>-</u>	<u>-</u>	<u>-</u>
Clothing Allowance	3,543	5,150	2,500	28	9,000	-
Office Supplies	2,293	2,879	959	24	4,000	4,000
Professional Publications	125	50	-	-	500	400
Chemicals	692,324	684,605	378,901	41	919,000	1,235,930
Clean and Sani Supplies	3,229	3,504	2,300	66	3,500	3,500
Minor Equip, Tools & Hdwe	8,092	2,647	1,464	4	40,251	35,251
Medical and Lab Supplies	21,570	31,138	11,111	34	33,000	30,000
Material to Maintain Bldg	1,358	1,726	2,540	10	24,379	25,000
Material to Maintain Equipment	161,982	162,088	71,971	28	256,000	200,000
Material to Maintain Other	12,664	455	104	1	10,000	10,000
Meters and Pipes	1,703	-	-	-	-	-
<i>Materials and Supplies</i>	<u>908,883</u>	<u>894,242</u>	<u>471,850</u>	<u>36</u>	<u>1,299,630</u>	<u>1,544,081</u>

**UTILITY FUND
EXPENDITURES BY OBJECT**

UTILITIES
Water Plant

Account Description	2006-07	2007-08	2008-09	2008-09	2008-09	2009-10
	Actual	Actual	Y-T-D Actual (Thru 3/31/09)	Y-T-D %age	Budget	Adopted Budget
Rent of Equipment	803	569	904	90	1,000	1,500
<i>Rentals and Leases</i>	803	569	904	90	1,000	1,500
Auto Body Repair	-	2,397	-	-	-	-
Gasoline	7,084	9,002	2,615	26	10,000	8,000
Diesel Fuel	18,130	29,739	10,609	53	20,000	20,000
Matl to Maint Vehicles	2,171	2,903	305	6	5,000	4,000
Tires	3,976	1,163	1,603	80	2,000	2,000
Batteries	794	2,691	770	51	1,500	1,500
Oil and Lubricants	1,843	4,435	4,060	81	5,000	6,000
<i>Vehicle Operating Expense</i>	33,998	52,330	19,962	46	43,500	41,500
Travel and Training	1,920	2,598	485	8	6,000	4,000
Printing	600	600	-	-	600	600
Freight and Cartage	2,321	3,999	1,944	78	2,500	2,000
Laundry and Cleaning	9,792	10,002	3,409	31	11,000	10,000
Govt Fees and Permits	2,970	27,726	12,167	49	25,000	25,000
Dues & Memberships	2,765	2,080	1,820	91	2,000	2,000
<i>Other Operating Expenditures</i>	20,368	47,006	19,826	42	47,100	43,600
Improv Other Than Bldgs	-	-	-	-	15,000	-
Other Machinery and Equip	13,053	-	-	-	163,213	88,000
<i>Capital Outlay</i>	13,053	-	-	-	178,213	88,000
Total Water Plant	4,358,164	4,347,982	1,937,840	36	5,452,673	5,744,501

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>07/08</u>	<u>08/09</u>	<u>09/10</u>
32	Utility Supervisor	3	3	3
26	Equipment Operator III	4	3	3
26	Cross Connection Control Specialist	1	1	1
26	Utility Electrician	1	1	1
24	Equipment Operator II	1	1	1
24	Inventory Control Clerk	1	1	1
24	Pump and Equipment Mechanic	1	1	1
24	Utility Service Worker	9	10	10
24	Backflow Technician	4	4	4
22	Maintenance Worker II	11	10	10
22	Division Secretary	<u>1</u>	<u>1</u>	<u>1</u>
	Total	<u>37</u>	<u>36</u>	<u>36</u>

CAPITAL OUTLAY REQUESTED

Sewer Main line rehab	\$ 700,000
Rehabilitation of lift stations	624,507
Intercoastal force main crossing	500,000
Lateral restoration	200,000
Pumps for lifts	140,000
Generators (2)	60,000
Control panels	70,000
GPS Units (2)	10,000
	<u>\$ 2,304,507</u>

EXPENDITURE SUMMARY

	<u>Actual</u> <u>06/07</u>	<u>Actual</u> <u>07/08</u>	<u>Budget</u> <u>08/09</u>	<u>Budget</u> <u>09/10</u>
Personal services	\$ 2,365,031	\$ 2,282,936	\$ 2,477,545	\$ 2,507,802
Operating expenditures	1,121,675	1,276,177	1,301,110	1,406,045
Capital outlay	<u>78,299</u>	<u>-</u>	<u>1,805,000</u>	<u>2,304,507</u>
Total	<u>\$ 3,565,005</u>	<u>\$ 3,559,113</u>	<u>\$ 5,583,655</u>	<u>\$ 6,218,354</u>

**UTILITY FUND
EXPENDITURES BY OBJECT**

UTILITIES Utilities Maintenance			2008-09		2009-10	
	2006-07 Actual	2007-08 Actual	Y-T-D Actual (Thru 3/31/09)	Y-T-D %age	2008-09 Budget	Adopted Budget
<u>Account Description</u>						
Regular Salary	1,632,132	1,756,942	794,194	41	1,941,355	1,876,041
Overtime	90,179	100,936	47,446	53	90,000	90,000
Longevity	75,309	76,152	36,009	41	87,140	86,298
Sick/Vacation Pay Accrual	73,031	(31,991)	-	-	-	-
Sick Leave Conversion Pay	22,057	25,358	27,217	105	26,000	26,000
Clothing Allowance	-	-	-	-	-	15,000
<i>Salaries & Wages</i>	<u>1,892,708</u>	<u>1,927,397</u>	<u>904,865</u>	<u>42</u>	<u>2,144,495</u>	<u>2,093,339</u>
FICA	138,461	148,041	69,806	42	164,395	160,526
<i>Payroll Taxes</i>	<u>138,461</u>	<u>148,041</u>	<u>69,806</u>	<u>42</u>	<u>164,395</u>	<u>160,526</u>
Nonuniformed Pension Plan	244,251	106,600	27,015	50	54,030	151,889
ICMA Pension Plan	88,611	100,898	47,191	41	114,625	102,048
<i>Pension Contributions</i>	<u>332,862</u>	<u>207,498</u>	<u>74,206</u>	<u>44</u>	<u>168,655</u>	<u>253,937</u>
Programming/Software	1,000	2,900	-	-	13,500	13,500
Other Professional Services	120,322	122,178	51,644	37	138,600	186,320
<i>Professional Services</i>	<u>121,322</u>	<u>125,078</u>	<u>51,644</u>	<u>34</u>	<u>152,100</u>	<u>199,820</u>
Electrical Services	14,890	858	-	-	15,000	15,000
Service to Maintain Building	-	-	399	4	10,000	10,000
Service to Maintain Equipment	15,058	25,680	15,369	41	37,500	30,000
Service to Maintain Other	34,848	83,558	24,012	24	102,000	102,000
<i>Repair and Maintenance Svcs</i>	<u>64,796</u>	<u>110,096</u>	<u>39,780</u>	<u>24</u>	<u>164,500</u>	<u>157,000</u>
Electric	237,604	252,404	89,771	39	231,000	231,000
<i>Utility Services</i>	<u>237,604</u>	<u>252,404</u>	<u>89,771</u>	<u>39</u>	<u>231,000</u>	<u>231,000</u>
Clothing Allowance	8,309	11,577	769	5	15,000	-
Office Supplies	3,471	2,460	397	8	5,000	4,000
Professional Publications	-	-	396	53	750	750
Agri and Hort Supplies	4,791	7,029	3,385	34	10,000	10,000
Chemicals	68,303	41,751	10,702	19	55,000	55,000
Clean and Sani Supplies	6,274	5,690	2,490	31	8,000	7,000
Minor Equip, Tools & Hdwe	51,319	35,559	4,810	14	35,285	35,000
Medical and Lab Supplies	-	911	-	-	1,000	1,000
Traffic Control Signs	7,422	5,976	1,310	13	10,000	10,000
Material to Maintain Equipment	79,988	73,144	26,524	30	89,300	89,000
Material to Maintain Other	50,115	69,633	13,296	28	47,000	57,000
Meters and Pipes	286,462	357,320	193,978	71	273,900	347,900
<i>Materials and Supplies</i>	<u>566,454</u>	<u>611,050</u>	<u>258,057</u>	<u>47</u>	<u>550,235</u>	<u>616,650</u>

**UTILITY FUND
EXPENDITURES BY OBJECT**

UTILITIES Utilities Maintenance			2008-09			2009-10
	2006-07	2007-08	Y-T-D Actual (Thru 3/31/09)	2008-09 Y-T-D %age	2008-09 Budget	2009-10 Adopted Budget
<u>Account Description</u>						
Rent of Equipment	1,089	3,067	3,838	77	5,000	12,500
Lease of Railroad Land	4,807	5,047	5,198	73	7,150	7,150
<i>Rentals and Leases</i>	<u>5,896</u>	<u>8,114</u>	<u>9,036</u>	<u>74</u>	<u>12,150</u>	<u>19,650</u>
Auto Body Repair	8,409	17,788	1,572	39	4,000	4,000
Gasoline	40,524	55,013	18,062	31	58,000	58,000
Diesel Fuel	22,188	37,652	13,623	42	32,500	32,500
Matl to Maint Vehicles	28,815	24,679	19,713	56	35,000	35,000
Tires	5,474	10,261	5,572	43	13,000	13,000
Batteries	1,622	1,518	468	26	1,825	1,825
Oil and Lubricants	668	902	544	54	1,000	1,000
<i>Vehicle Operating Expense</i>	<u>107,700</u>	<u>147,813</u>	<u>59,555</u>	<u>41</u>	<u>145,325</u>	<u>145,325</u>
Travel and Training	6,288	6,462	250	1	22,400	13,400
Printing	1,898	1,179	1,747	87	2,000	2,000
Photography	-	-	-	-	500	-
Freight and Cartage	108	452	179	90	200	500
Laundry and Cleaning	6,501	7,063	4,108	34	12,000	12,000
Govt Fees and Permits	3,118	5,535	1,701	23	7,500	7,500
Dues & Memberships	990	931	450	38	1,200	1,200
<i>Other Operating Expenditures</i>	<u>18,903</u>	<u>21,622</u>	<u>8,435</u>	<u>18</u>	<u>45,800</u>	<u>36,600</u>
Improv Other Than Bldgs	8,580	-	37,190	3	1,430,000	2,094,507
Automotive Equipment	25,959	-	-	-	235,000	-
Other Machinery and Equip	43,760	-	7,938	6	140,000	210,000
<i>Capital Outlay</i>	<u>78,299</u>	<u>-</u>	<u>45,128</u>	<u>3</u>	<u>1,805,000</u>	<u>2,304,507</u>
Total Utilities Maintenance	<u>3,565,005</u>	<u>3,559,113</u>	<u>1,610,282</u>	<u>29</u>	<u>5,583,655</u>	<u>6,218,354</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

	<u>Actual</u> <u>06/07</u>	<u>Actual</u> <u>07/08</u>	<u>Budget</u> <u>08/09</u>	<u>Budget</u> <u>09/10</u>
Operating expenditures	<u>\$ 4,425,639</u>	<u>\$ 4,082,965</u>	<u>\$ 4,025,804</u>	<u>\$ 4,600,000</u>

**UTILITY FUND
EXPENDITURES BY OBJECT**

UTILITIES			2008-09			
<i>Wastewater Services</i>	2006-07	2007-08	Y-T-D	2008-09	2008-09	2009-10
<u>Account Description</u>	<u>Actual</u>	<u>Actual</u>	<u>Actual</u>	<u>Y-T-D</u>	<u>Budget</u>	<u>Adopted</u>
			<u>(Thru 3/31/09)</u>	<u>%age</u>		<u>Budget</u>
County Wastewater Charge	4,425,639	4,082,965	1,690,827	42	4,025,804	4,600,000
<i>Wastewater Services</i>	<u>4,425,639</u>	<u>4,082,965</u>	<u>1,690,827</u>	<u>42</u>	<u>4,025,804</u>	<u>4,600,000</u>
Total Wastewater Services	<u>4,425,639</u>	<u>4,082,965</u>	<u>1,690,827</u>	<u>42</u>	<u>4,025,804</u>	<u>4,600,000</u>
TOTAL UTILITIES	<u>13,413,337</u>	<u>13,103,183</u>	<u>5,758,027</u>	<u>35</u>	<u>16,683,487</u>	<u>18,044,090</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>06/07</u>	Actual <u>07/08</u>	Budget <u>08/09</u>	Budget <u>09/10</u>
Operating expenditures	\$ 5,597,913	\$ 5,202,891	\$ 2,124,746	\$ 2,384,252
Non-operating expenditures	<u>918,133</u>	<u>18,201,002</u>	<u>1,138,367</u>	<u>1,210,687</u>
Total	<u>\$ 6,516,046</u>	<u>\$ 23,403,893</u>	<u>\$ 3,263,113</u>	<u>\$ 3,594,939</u>

**UTILITY FUND
EXPENDITURES BY OBJECT**

NON-DEPARTMENTAL	2008-09					
	2006-07	2007-08	Y-T-D	2008-09	2008-09	2009-10
<u>Account Description</u>	<u>Actual</u>	<u>Actual</u>	<u>(Thru 3/31/09)</u>	<u>%age</u>	<u>Budget</u>	<u>Adopted</u>
						<u>Budget</u>
Auditing Services	24,300	2,467	16,500	60	27,500	29,000
Legal Services	108,000	115,000	118,000	100	118,000	118,000
Bond Issuance Costs	-	3,500	-	-	-	-
<i>Professional Services</i>	<u>132,300</u>	<u>120,967</u>	<u>134,500</u>	<u>92</u>	<u>145,500</u>	<u>147,000</u>
Other Contractual Services	<u>43,392</u>	<u>9,661</u>	<u>-</u>	<u>-</u>	<u>20,000</u>	<u>20,000</u>
<i>Other Contractual Services</i>	<u>43,392</u>	<u>9,661</u>	<u>-</u>	<u>-</u>	<u>20,000</u>	<u>20,000</u>
R&B Administrative Charge	311,553	315,958	148,588	50	297,176	386,636
General Administrative Charge	2,143,082	1,688,793	754,756	50	1,509,511	1,662,016
Gov't Fees and Permits	-	-	-	-	3,600	3,600
Bank Charges	18,089	23,036	1,613	8	20,959	21,000
Deposit Interest Expense	3,611	29,764	2,333	26	9,000	9,000
Inventory Adjustment	18,715	(4,656)	2,277	23	10,000	10,000
Depreciation Expense	2,829,978	2,882,129	-	-	-	-
Bad Debt Expense	97,193	137,079	(542)	-	109,000	125,000
Amort of Bond Issue Costs	-	160	-	-	-	-
<i>Other Operating Expenses</i>	<u>5,422,221</u>	<u>5,072,263</u>	<u>909,025</u>	<u>46</u>	<u>1,959,246</u>	<u>2,217,252</u>
Trans to Ins Serv Fund	918,133	1,201,002	569,184	50	1,138,367	1,210,687
2008 FMLC Bonds	-	17,000,000	-	-	-	-
<i>Nonoperating/Interfund Transfers</i>	<u>918,133</u>	<u>18,201,002</u>	<u>569,184</u>	<u>50</u>	<u>1,138,367</u>	<u>1,210,687</u>
Total Non-Departmental	<u>6,516,046</u>	<u>23,403,893</u>	<u>1,612,709</u>	<u>49</u>	<u>3,263,113</u>	<u>3,594,939</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 principal and interest payments on the Series 2008A water and sewer revenue bond issue. Bond paying agent fees are also recognized in this department.

EXPENDITURE SUMMARY

	Actual <u>06/07</u>	Actual <u>07/08</u>	Budget <u>08/09</u>	Budget <u>09/10</u>
Debt service	\$ <u>1,480,311</u>	\$ <u>2,018,140</u>	\$ <u>2,946,650</u>	\$ <u>3,329,988</u>

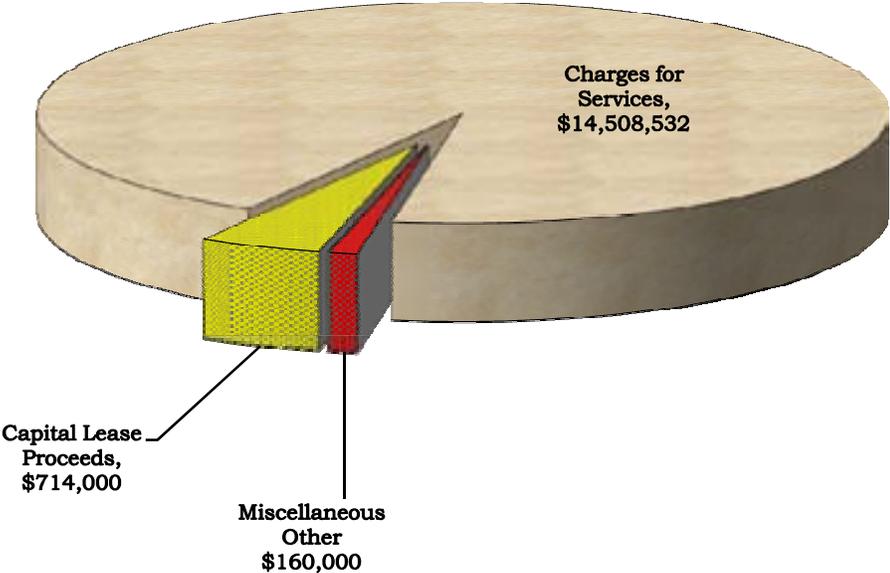
**UTILITY FUND
EXPENDITURES BY OBJECT**

DEBT SERVICE	2006-07	2007-08	2008-09	2008-09	2008-09	2009-10
<u>Account Description</u>	<u>Actual</u>	<u>Actual</u>	<u>Y-T-D Actual (Thru 3/31/09)</u>	<u>Y-T-D %age</u>	<u>Budget</u>	<u>Adopted Budget</u>
Paying Agent Fees	10,679	481	846	4	20,000	20,000
<i>Debt Service</i>	<u>10,679</u>	<u>481</u>	<u>846</u>	<u>4</u>	<u>20,000</u>	<u>20,000</u>
W/S Revenue Bond Sink Fund	-	91,009	414,093	41	1,000,000	1,415,386
State Revolving Loan Sink Fund	1,249,283	1,366,296	797,005	58	1,366,296	1,366,296
Wtr Pollution Contr Sinking Fund	220,349	560,354	46,696	8	560,354	528,306
<i>Nonoperating</i>	<u>1,469,632</u>	<u>2,017,660</u>	<u>1,257,794</u>	<u>43</u>	<u>2,926,650</u>	<u>3,309,988</u>
Total Debt Service	<u>1,480,311</u>	<u>2,018,140</u>	<u>1,258,640</u>	<u>43</u>	<u>2,946,650</u>	<u>3,329,988</u>
TOTAL UTILITY FUND	<u>21,409,694</u>	<u>38,525,216</u>	<u>8,629,376</u>	<u>38</u>	<u>22,893,250</u>	<u>24,969,017</u>

SOLID WASTE FUND
REVENUES BY CATEGORY AND SOURCE

	2006-07 Actual	2007-08 Actual	2008-09		2008-09 Budget	2009-10 Budget
			Y-T-D Actual (Thru 3/31/09)	Y-T-D %age		
CHARGES FOR SERVICES						
Garbage Cans - Residential	3,621,082	3,568,628	1,149,699	30	3,770,000	3,565,000
Garbage Cans - Business	114,356	121,632	59,285	49	120,000	125,000
Containers - Residential	2,307,452	2,548,353	1,286,160	53	2,425,000	2,460,000
Containers - Business	5,166,441	5,176,808	2,576,839	51	5,100,000	5,150,000
Special Pick-ups - Residential	34,381	26,883	72,302	289	25,000	50,000
Special Pick-ups - Business	81,015	99,029	38,539	46	84,000	120,000
Casters/Roll Outs - Residential	52,706	52,935	27,088	49	55,000	55,000
Casters/Roll Outs - Business	59,170	64,182	30,663	49	63,000	65,000
Cardboard Containers	165,852	443,020	248,643	50	500,000	240,000
Compactors	409,331	262,703	81,062	26	315,000	431,532
Roll-off Pull Containers	1,014,150	1,039,526	547,140	50	1,100,000	810,000
Garbage Billed by County	804,777	950,945	432,617	50	860,000	950,000
Dumpster Reinstatement Charge	-	300	-	-	1,000	1,500
Cardboard Fee	-	70	35	-	-	-
Special Trash Pick-ups	349,926	2,048	1,143	46	2,500	500
MRF Revenue	515,947	513,415	235,678	44	535,000	410,000
Waste Hauler Admin Fees	171,493	56,273	27,476	46	60,000	55,000
Paper Shredding Program	1,937	26,222	6,878	46	15,000	20,000
<i>Garbage/Solid Waste</i>	<u>14,870,016</u>	<u>14,952,972</u>	<u>6,821,247</u>	<u>45</u>	<u>15,030,500</u>	<u>14,508,532</u>
<i>TOTAL CHARGES FOR SVCS</i>	<u>14,870,016</u>	<u>14,952,972</u>	<u>6,821,247</u>	<u>45</u>	<u>15,030,500</u>	<u>14,508,532</u>
MISCELLANEOUS REVENUE						
Interest on Idle Cash	(43,337)	-	(9,822)	-	-	-
<i>Interest Earnings</i>	<u>(43,337)</u>	<u>-</u>	<u>(9,822)</u>	<u>-</u>	<u>-</u>	<u>-</u>
Recycled Paper- Smurfit	81,290	85,687	-	-	20,000	110,000
Scrap Metal	23,040	20,969	8,357	33	25,000	10,000
Sale of Used Vehicles	52,304	40,992	-	-	40,000	40,000
<i>Sale Surplus Mat'l/Scrap</i>	<u>156,634</u>	<u>147,648</u>	<u>8,357</u>	<u>10</u>	<u>85,000</u>	<u>160,000</u>
Contr from Private Source	70	300	-	-	-	-
County Bond Refinancing	1,119,439	948,752	135,453	16	850,000	-
<i>Other Miscellaneous Revenues</i>	<u>1,119,509</u>	<u>949,052</u>	<u>135,453</u>	<u>16</u>	<u>850,000</u>	<u>-</u>
<i>TOTAL MISC REVENUES</i>	<u>1,232,806</u>	<u>1,096,700</u>	<u>133,988</u>	<u>14</u>	<u>935,000</u>	<u>160,000</u>
NON-REVENUES						
Capital Lease Proceeds	-	-	-	-	1,536,000	714,000
<i>TOTAL NON-REVENUES</i>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>1,536,000</u>	<u>714,000</u>
TOTAL SOLID WASTE FUND	<u>16,102,822</u>	<u>16,049,672</u>	<u>6,955,235</u>	<u>40</u>	<u>17,501,500</u>	<u>15,382,532</u>

**City of Deerfield Beach
Projected Revenues - Solid Waste Fund
Fiscal Year 2009/10**



Total projected revenues: \$15,382,532

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

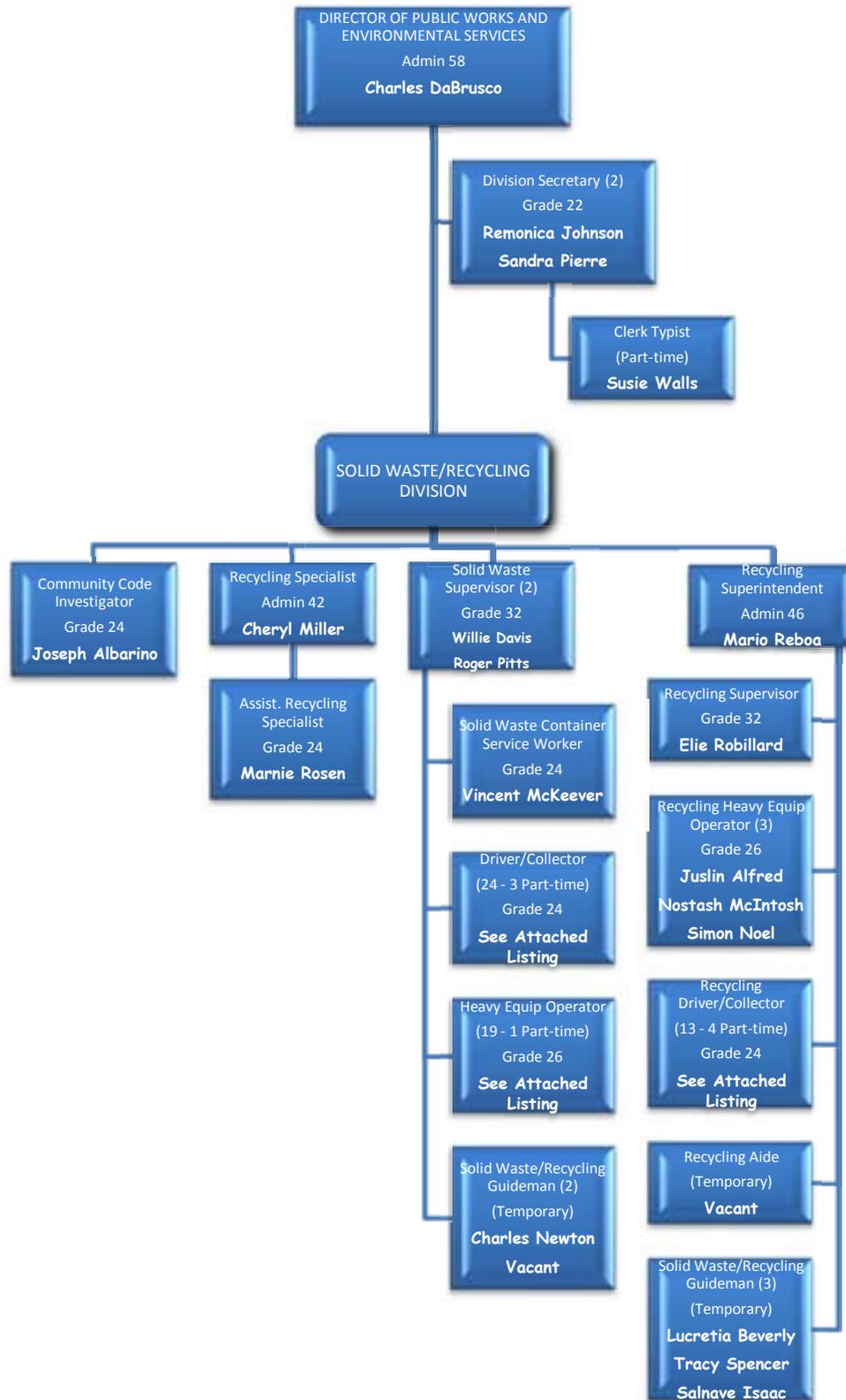
The overall goals of the Department of Public Works and Environmental Services are outlined in the General Fund/Public Works Section of the Proposed Budget. The goals that pertain to solid waste and recycling services are listed below.

- 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



Public Works & Environmental Services Department

Solid Waste/Recycling Division

Organization Chart

Solid Waste:

Driver/Collector

Galen Adderly
Thomas Ammons
Mario Babrow
Carlos Berrios
Vernal Broome
Christopher Chisholm
Douglas Edwards
Benjamin Gomillion
Frantz Innocent
Tertulien Innocent
Jean Juste
Willis Lacy
Delhomme Louis
Luma Louis
Lajayron Negrin
Herman Oge
Gerard Pettigrossi
Wilbens Roseme
Marc Saul
George Sullivan
Chadrick Tuff
Willie Dennnis (Part-time)
Anthony Quinn (Part-time)
Norris Pollack (Part-time)

Heavy Equipment Operator:

Eugene Bowles	Wilfred Smith
Lory Ervin	Michael Thomas
Robert Fisher	Jessie Wilson
Sammy Huggins	Vacant (Part-time)
Audley Johnson	
Eliezer Labonte	
Antonio Liuzzo	
Eddie Lucas	
Bobby Martin	
Wayne McBride	
Bobby McCrae	
Keith Mcintosh	
Ronald Moss	
Leon Patterson	
Alfred Richardson	

Public Works & Environmental Services Department

Solid Waste/Recycling Division

Organization Chart

Recycling:

Driver/Collector

Macien Charles

Orisseau Cherilus

Jethro Eliezaire

Marvin Forrest Jr.

Sammie Huggins Jr.

Thony Labonte

Yveau Paul

Terry Pitts

Duly St. Hilaire

Michael Clark Part-time

Jobero Lubin Part-time

Clarence Major Part-time

Vacant (Part-time)

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

DEPARTMENT/DIVISION	ESTIMATED EXPENDITURES 2008-09	ESTIMATED EXPENDITURES 2009-10	DOLLAR CHANGE	PERCENTAGE CHANGE	PAGE REFERENCE
Solid waste	12,506,653	10,898,472	(1,608,181)	-12.9%	227
Recycling	2,470,035	1,511,565	(958,470)	-38.8%	230
Non-departmental	1,679,598	1,896,555	216,957	12.9%	232
Debt service	845,214	1,075,940	230,726	27.3%	234
TOTAL	<u>17,501,500</u>	<u>15,382,532</u>	<u>(2,118,968)</u>	<u>-12.1%</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>07/08</u>	<u>08/09</u>	<u>09/10</u>
42	Recycling Specialist	1	1	1
32	Solid Waste Supervisor	2	2	2
26	Heavy Equipment Operator (1 part-time)	19	19	19
24	Container Service Worker	1	1	1
24	Driver/Collector (3 part-time)	24	24	24
24	Assistant Recycling Specialist	1	1	1
24	Community Code Investigator	1	1	1
22	Division Secretary	1	1	1
UCL	Recycling Guideman (part-time)	2	2	2
UCL	Clerk Typist (part-time)	<u>1</u>	<u>1</u>	<u>1</u>
	Total	<u>53</u>	<u>53</u>	<u>53</u>

CAPITAL OUTLAY

Automated can attachment	\$ 32,000
Dumpsters	50,000
Receptacles	15,000
Utility vehicle *	24,000
Side-loader (2)**	440,000
Front-packer**	250,000
	<u>\$ 811,000</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>06/07</u>	<u>Actual</u> <u>07/08</u>	<u>Budget</u> <u>08/09</u>	<u>Budget</u> <u>09/10</u>
Personal services	\$ 3,070,550	\$ 3,155,456	\$ 3,210,415	\$ 3,262,303
Operating expenditures	8,563,366	8,358,777	8,563,812	6,825,169
Capital outlay	153,414	-	732,426	811,000
Total	<u>\$ 11,787,330</u>	<u>\$ 11,514,233</u>	<u>\$ 12,506,653</u>	<u>\$ 10,898,472</u>

**SOLID WASTE FUND
EXPENDITURES BY OBJECT**

PUBLIC WORKS Solid Waste Division	2008-09					
	2006-07 Actual	2007-08 Actual	2008-09 Y-T-D Actual (Thru 3/31/09)	2008-09 Y-T-D %age	2008-09 Budget	2009-10 Adopted Budget
<u>Account Description</u>						
Regular Salary	2,200,672	2,451,081	1,130,844	44	2,597,290	2,535,463
Overtime	96,520	71,551	34,382	115	30,000	28,000
Longevity	88,821	97,195	45,257	38	120,510	123,651
Sick/Vacation Pay Accrual	82,766	53,865	-	-	-	-
Sick Leave Conversion Pay	28,591	28,980	31,723	96	33,000	33,000
Clothing Allowance	-	-	-	-	-	6,500
<i>Salaries & Wages</i>	<u>2,497,370</u>	<u>2,702,672</u>	<u>1,242,207</u>	<u>45</u>	<u>2,780,800</u>	<u>2,726,614</u>
FICA	177,184	194,286	91,447	43	212,920	208,785
<i>Payroll Taxes</i>	<u>177,184</u>	<u>194,286</u>	<u>91,447</u>	<u>43</u>	<u>212,920</u>	<u>208,785</u>
Nonuniformed Pension Plan	276,419	120,736	30,408	50	60,815	175,986
ICMA Pension Plan	119,577	137,761	66,533	43	155,880	150,918
<i>Pension Contributions</i>	<u>395,996</u>	<u>258,497</u>	<u>96,940</u>	<u>45</u>	<u>216,695</u>	<u>326,904</u>
Programming/Software	129	-	-	-	-	-
<i>Professional Services</i>	<u>129</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
School Board Distribution	4,336	2,399	-	-	2,000	2,000
Disposal Fees	7,051,260	6,889,629	2,532,671	34	7,361,383	6,280,869
County Billing Fee	80,368	-	-	-	50,000	-
Other Contractual Services	722,788	503,839	671,631	96	700,000	40,000
<i>Other Contractual Services</i>	<u>7,858,752</u>	<u>7,395,867</u>	<u>3,204,302</u>	<u>39</u>	<u>8,113,383</u>	<u>6,322,869</u>
Pager Rental	(6)	-	-	-	-	-
<i>Communication Services</i>	<u>(6)</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Clothing Allowance	6,165	13,463	1,023	16	6,500	-
Office Supplies	802	188	259	129	200	200
Chemicals	2,654	982	1,975	197	1,000	3,000
Minor Equip, Tools & Hdwe	17,328	2,153	2,690	108	2,500	4,000
Material to Maintain Equipment	4,252	1,306	3,187	-	-	-
Material to Maintain Other	124,941	135,226	84,493	188	45,000	55,000
Garbage Cans/Containers	-	107,340	-	-	-	-
Other Commodities	94	-	-	-	-	-
<i>Materials and Supplies</i>	<u>156,236</u>	<u>260,658</u>	<u>93,627</u>	<u>170</u>	<u>55,200</u>	<u>62,200</u>
Vehicle Painting	-	-	-	-	1,000	1,000
Auto Body Repair	11,217	6,816	2,600	87	3,000	4,000
Gasoline	11,345	39,643	26,531	133	20,000	30,000
Diesel Fuel	251,539	376,745	119,019	60	200,000	205,000
Matl to Maint Vehicles	161,400	177,602	99,650	100	100,000	125,000
Tires	78,493	71,096	33,476	74	45,000	45,000
Batteries	2,277	3,241	1,295	65	2,000	2,000
Oil and Lubricants	10,746	14,056	3,604	45	8,000	8,000
Propane Gas	362	-	-	-	-	-
<i>Vehicle Operating Expense</i>	<u>527,379</u>	<u>689,199</u>	<u>286,175</u>	<u>76</u>	<u>379,000</u>	<u>420,000</u>

**SOLID WASTE FUND
EXPENDITURES BY OBJECT**

PUBLIC WORKS <i>Solid Waste Division</i>			2008-09			2009-10
	2006-07	2007-08	Y-T-D Actual (Thru 3/31/09)	2008-09 Y-T-D %age	2008-09 Budget	2009-10 Adopted Budget
<u>Account Description</u>	<u>Actual</u>	<u>Actual</u>	<u>(Thru 3/31/09)</u>	<u>%age</u>	<u>Budget</u>	<u>Budget</u>
Travel and Training	3,470	639	17	1	1,200	1,200
Printing	2,575	1,918	438	13	3,500	5,000
Laundry and Cleaning	7,905	7,957	5,775	72	8,000	11,000
Govt Fees and Permits	6,614	2,050	-	-	2,500	2,500
Dues & Memberships	312	490	330	32	1,029	400
<i>Other Operating Expenditures</i>	<u>20,876</u>	<u>13,054</u>	<u>6,560</u>	<u>40</u>	<u>16,229</u>	<u>20,100</u>
Automotive Equipment	72,857	-	17,380	3	510,000	746,000
Other Machinery and Equip	80,557	-	103,703	47	222,426	65,000
<i>Capital Outlay</i>	<u>153,414</u>	<u>-</u>	<u>121,083</u>	<u>17</u>	<u>732,426</u>	<u>811,000</u>
Total Solid Waste	<u>11,787,330</u>	<u>11,514,233</u>	<u>5,142,341</u>	<u>41</u>	<u>12,506,653</u>	<u>10,898,472</u>

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>07/08</u>	<u>08/09</u>	<u>09/10</u>
46	Recycling Superintendent	1	1	1
32	Recycling Supervisor	1	1	1
26	Heavy Equipment Operator	2	3	3
24	Driver/Collector (4 part-time)	13	13	13
22	Division Secretary	1	1	1
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>23</u>	<u>23</u>

EXPENDITURE SUMMARY

	<u>Actual</u> <u>06/07</u>	<u>Actual</u> <u>07/08</u>	<u>Budget</u> <u>08/09</u>	<u>Budget</u> <u>09/10</u>
Personal services	\$ 1,058,643	\$ 1,080,947	\$ 1,172,635	\$ 1,207,089
Operating expenditures	231,496	235,245	263,400	304,476
Capital outlay	<u>115,909</u>	<u>-</u>	<u>1,034,000</u>	<u>-</u>
Total	<u>\$ 1,406,048</u>	<u>\$ 1,316,192</u>	<u>\$ 2,470,035</u>	<u>\$ 1,511,565</u>

**SOLID WASTE FUND
EXPENDITURES BY OBJECT**

PUBLIC WORKS Recycling Division	2008-09					
	2006-07 Actual	2007-08 Actual	Y-T-D Actual (Thru 3/31/09)	2008-09 Y-T-D %age	2008-09 Budget	2009-10 Adopted Budget
<u>Account Description</u>						
Regular Salary	821,199	886,096	446,145	46	964,195	981,836
Overtime	44,765	20,445	9,202	61	15,000	10,000
Longevity	23,921	25,742	12,617	45	28,185	34,400
Sick/Vacation Pay Accrual	10,961	(750)	-	-	-	-
Sick Leave Conversion Pay	11,627	11,457	16,928	113	15,000	18,000
Clothing Allowance	-	-	-	-	-	4,000
<i>Salaries & Wages</i>	<u>912,473</u>	<u>942,990</u>	<u>484,892</u>	<u>47</u>	<u>1,022,380</u>	<u>1,048,236</u>
FICA	65,049	68,479	35,348	44	80,690	80,284
<i>Payroll Taxes</i>	<u>65,049</u>	<u>68,479</u>	<u>35,348</u>	<u>44</u>	<u>80,690</u>	<u>80,284</u>
Nonuniformed Pension Plan	18,800	8,263	2,373	50	4,745	14,591
ICMA Pension Plan	62,321	61,215	31,927	49	64,820	63,978
<i>Pension Contributions</i>	<u>81,121</u>	<u>69,478</u>	<u>34,300</u>	<u>49</u>	<u>69,565</u>	<u>78,569</u>
Clothing Allowance	4,780	6,061	731	18	4,000	-
Office Supplies	885	488	-	-	1,000	200
Minor Equip, Tools & Hdwe	-	7,145	133	11	1,200	2,500
Material to Maintain Equipment	289	210	-	-	-	-
Recycling Containers	29,924	27,020	10,891	13	85,000	95,000
<i>Materials and Supplies</i>	<u>35,878</u>	<u>40,924</u>	<u>11,755</u>	<u>13</u>	<u>91,200</u>	<u>97,700</u>
Vehicle Painting	-	-	-	-	1,000	1,000
Auto Body Repair	731	4,077	-	-	1,000	1,000
Gasoline	33,688	40,604	13,406	86	15,500	30,000
Diesel Fuel	84,635	84,960	29,213	34	85,000	95,000
Matl to Maint Vehicles	29,577	20,296	10,228	34	30,000	30,000
Tires	27,888	24,421	12,363	62	20,000	25,000
Batteries	923	1,236	567	57	1,000	1,200
Oil and Lubricants	2,447	3,007	1,526	69	2,200	3,000
<i>Vehicle Operating Expense</i>	<u>179,889</u>	<u>178,601</u>	<u>67,304</u>	<u>43</u>	<u>155,700</u>	<u>186,200</u>
Printing	5,000	4,370	2,076	42	5,000	8,000
Laundry and Cleaning	3,111	3,657	2,790	80	3,500	4,576
Public Awareness	7,618	7,693	2,656	33	8,000	8,000
<i>Other Operating Expenditures</i>	<u>15,729</u>	<u>15,720</u>	<u>7,522</u>	<u>46</u>	<u>16,500</u>	<u>20,576</u>
Automotive Equipment	115,909	-	21,730	2	1,026,000	-
Other Machinery and Equipment	-	-	2,562	-	8,000	-
<i>Capital Outlay</i>	<u>115,909</u>	<u>-</u>	<u>24,292</u>	<u>2</u>	<u>1,034,000</u>	<u>-</u>
Total Recycling	<u>1,406,048</u>	<u>1,316,192</u>	<u>665,413</u>	<u>27</u>	<u>2,470,035</u>	<u>1,511,565</u>
TOTAL PUBLIC WORKS	<u>13,193,378</u>	<u>12,830,425</u>	<u>5,807,754</u>	<u>39</u>	<u>14,976,688</u>	<u>12,410,037</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>06/07</u>	Actual <u>07/08</u>	Budget <u>08/09</u>	Budget <u>09/10</u>
Operating expenditures	\$ 2,071,977	\$ 1,829,744	\$ 821,053	\$ 954,145
Non-operating expenditures	<u>738,173</u>	<u>900,563</u>	<u>858,545</u>	<u>942,410</u>
Total	<u>\$ 2,810,150</u>	<u>\$ 2,730,307</u>	<u>\$ 1,679,598</u>	<u>\$ 1,896,555</u>

**SOLID WASTE FUND
EXPENDITURES BY OBJECT**

NON-DEPARTMENTAL			2008-09			2009-10
	2006-07	2007-08	Y-T-D Actual (Thru 3/31/08)	2008-09 Y-T-D %age	2008-09 Budget	Adopted Budget
<u>Account Description</u>						
Auditing Services	20,800	37,367	27,500	100	27,500	29,000
Professional Services	<u>20,800</u>	<u>37,367</u>	<u>27,500</u>	<u>100</u>	<u>27,500</u>	<u>29,000</u>
General Administrative Charge	887,220	766,553	383,277	50	766,553	894,145
Deposit Interest Expense	364	4,776	373	19	2,000	1,000
Depreciation Expense	1,083,589	913,691	-	-	-	-
Bad Debt Expense	80,004	107,357	(275)	(1)	25,000	30,000
Other Operating Expenses	<u>2,051,177</u>	<u>1,792,378</u>	<u>383,375</u>	<u>48</u>	<u>793,553</u>	<u>925,145</u>
Trans to Ins Serv Fund	728,173	900,563	429,273	50	858,545	942,410
Trans to Recycling Grant	10,000	-	-	-	-	-
Nonoperating/Interfund Transfers	<u>738,173</u>	<u>900,563</u>	<u>429,273</u>	<u>50</u>	<u>858,545</u>	<u>942,410</u>
Total Non-Departmental	<u>2,810,150</u>	<u>2,730,307</u>	<u>840,147</u>	<u>50</u>	<u>1,679,598</u>	<u>1,896,555</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 2009/10 fiscal year, four (4) 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 (2) side loaders - Solid Waste	\$ 17,014
Replacement front loader - Solid Waste	9,667
Replacement Pick-up truck - Solid Waste	1,461
Total	<u>\$ 28,142</u>

EXPENDITURE SUMMARY

	Actual <u>06/07</u>	Actual <u>07/08</u>	Budget <u>08/09</u>	Budget <u>09/10</u>
Debt service	<u>\$ 73,434</u>	<u>\$ 68,819</u>	<u>\$ 845,214</u>	<u>\$ 1,075,940</u>

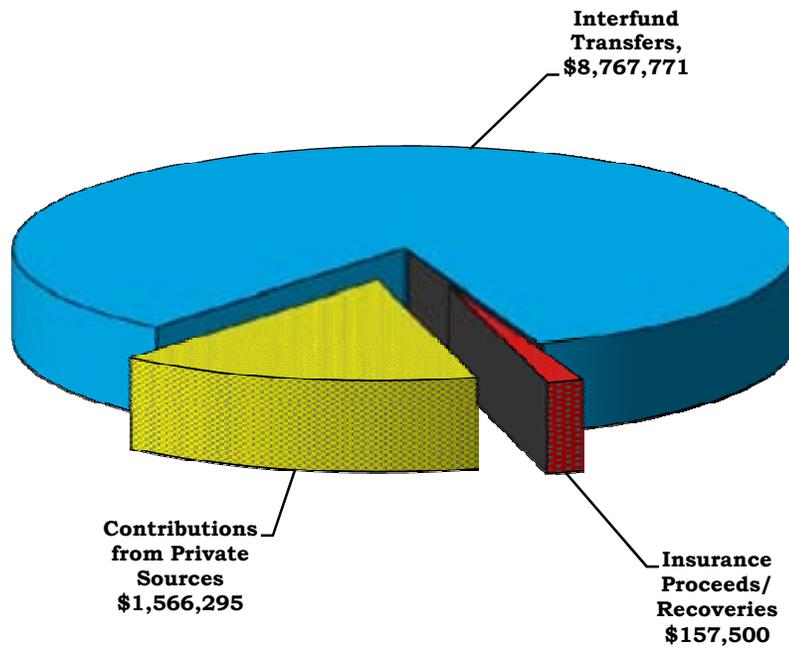
**SOLID WASTE FUND
EXPENDITURES BY OBJECT**

DEBT SERVICE	2008-09					
	2006-07	2007-08	Y-T-D	2008-09	2009-10	
<u>Account Description</u>	<u>Actual</u>	<u>Actual</u>	<u>Actual</u>	<u>Y-T-D</u>	<u>Budget</u>	<u>Adopted</u>
			<u>(Thru 3/31/08)</u>	<u>%age</u>		<u>Budget</u>
Capital Lease - Principal	-	-	763,765	104	732,212	943,746
Capital Lease - Interest	73,434	68,761	70,684	63	113,002	132,194
Lease Document Fees	-	58	-	-	-	-
<i>Debt Service</i>	<u>73,434</u>	<u>68,819</u>	<u>834,450</u>	<u>99</u>	<u>845,214</u>	<u>1,075,940</u>
Total Debt Service	<u>73,434</u>	<u>68,819</u>	<u>834,450</u>	<u>99</u>	<u>845,214</u>	<u>1,075,940</u>
TOTAL SOLID WASTE FUND	<u>16,076,962</u>	<u>15,629,551</u>	<u>7,482,351</u>	<u>43</u>	<u>17,501,500</u>	<u>15,382,532</u>

INSURANCE SERVICES TRUST FUND
REVENUES BY CATEGORY AND SOURCE

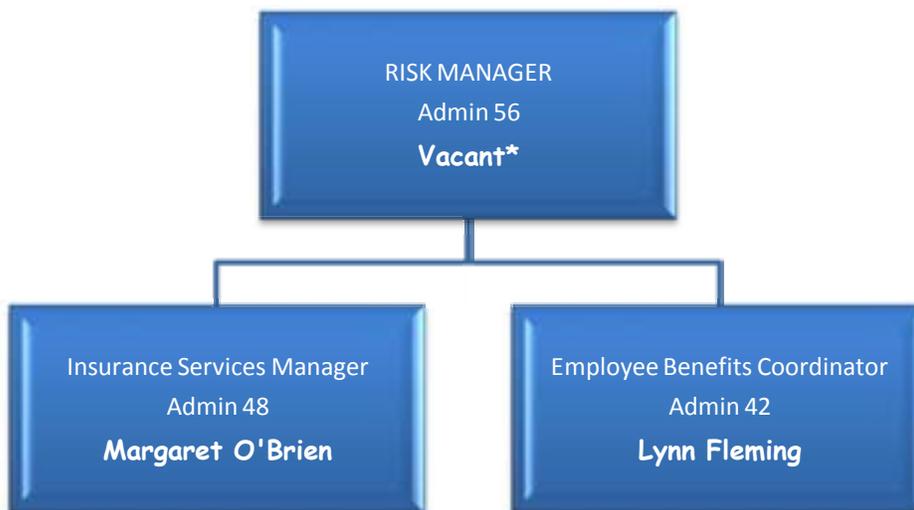
	2006-07	2007-08	2008-09 Y-T-D Actual	2008-09 Y-T-D %age	2008-09 Budget	2009-10 Budget
	Actual	Actual	(Thru 3/31/09)			
MISCELLANEOUS REVENUE						
Interest on Investments	4,397	47	47	-	-	-
Interest on Idle Cash	43,289	(19,376)	(11,490)	-	-	-
<i>Interest Earnings</i>	<u>47,686</u>	<u>(19,329)</u>	<u>(11,443)</u>	-	-	-
Insurance Proceeds - Property	-	-	-	-	5,000	5,000
Recovery Damages - Property	11,116	666,921	4,225	85	5,000	5,000
Insurance Proceeds - Vehicles	8,000	-	-	-	5,000	5,000
Recovery Damages - Vehicles	3,927	5,753	4,303	172	2,500	2,500
Insurance Proceeds - W/C	73,299	72,430	13,661	46	30,000	15,000
Stop Loss Recovery	-	840,799	-	-	21,650	125,000
<i>Sales/Comp Loss of Fixed Assets</i>	<u>96,342</u>	<u>1,585,903</u>	<u>22,189</u>	<u>32</u>	<u>69,150</u>	<u>157,500</u>
Group Term Life Insur 125	1,699	-	-	-	-	-
Dental/Vision	1,822	1,187	589	45	1,300	1,300
Dental/Vision 125	101,702	102,537	52,730	49	107,500	107,500
Group Health	14,759	12,797	7,173	36	19,900	19,900
Group Health 125	932,387	967,618	493,580	53	937,000	937,000
Voluntary Life Insurance	33,024	33,716	16,926	50	34,000	34,000
Retired Employee Life	4,724	4,847	2,692	53	5,125	5,125
Retired Employee Health	291,301	328,458	161,181	46	351,900	351,900
Retired Dental/Vision	22,126	21,089	10,848	48	22,570	22,570
Housing Authority Health	50,922	40,000	21,630	52	42,000	42,000
COBRA Health	32,743	31,357	17,734	39	45,000	45,000
<i>Contribution From Private Source</i>	<u>1,487,209</u>	<u>1,543,606</u>	<u>785,083</u>	<u>50</u>	<u>1,566,295</u>	<u>1,566,295</u>
<i>TOTAL MISC REVENUES</i>	<u>1,631,237</u>	<u>3,110,180</u>	<u>795,829</u>	<u>49</u>	<u>1,635,445</u>	<u>1,723,795</u>
NON-REVENUES						
General Fund	4,776,557	6,947,754	2,653,877	45	5,909,525	6,292,907
Solid Waste Fund	728,173	900,563	395,281	46	858,545	942,410
Road and Bridge Fund	158,299	170,625	85,312	45	190,788	206,367
CRA Fund	4,000	4,000	2,000	50	4,000	4,000
Utility Fund	918,133	1,201,002	500,501	44	1,138,367	1,210,687
Senior Services Fund	111,400	111,400	55,700	50	111,400	111,400
<i>Interfund Transfers</i>	<u>6,696,562</u>	<u>9,335,344</u>	<u>3,692,671</u>	<u>45</u>	<u>8,212,625</u>	<u>8,767,771</u>
<i>TOTAL NON-REVENUES</i>	<u>6,696,562</u>	<u>9,335,344</u>	<u>3,692,671</u>	<u>45</u>	<u>8,212,625</u>	<u>8,767,771</u>
TOTAL INSURANCE SVCS TRUST	<u>8,327,799</u>	<u>12,445,524</u>	<u>4,488,500</u>	<u>46</u>	<u>9,848,070</u>	<u>10,491,566</u>

**City of Deerfield Beach
Projected Revenues - Insurance Services
Trust Fund
Fiscal Year 2009/10**



Total projected revenues: \$10,491,566

Risk Management Department Organization Chart



*Linda King, Human Resources Generalist, serves as acting Risk Manager. See Department of Human Resources in the General Fund section of this budget document.

DEPARTMENT: RISK MANAGEMENT



DEPARTMENT/DIVISION GOALS, OBJECTIVES, & MEASUREMENTS- FY2010



**CITY GOAL#3
SUPERIOR CUSTOMER SERVICE**

DEPARTMENT GOALS	DEPARTMENT OBJECTIVES	DEPARTMENT MEASUREMENTS	FY 08 (actual)	FY 09 (estimate)	FY 10 (budget)
Improve and Ensure the Employee Benefits System	Stay current on Employee Benefit Programs through conferences, periodicals, industry networking, etc. and negotiate with current insurance carriers/providers to secure the best values throughout the year	# of changes to Employee Benefits	2	1	4

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

DEPARTMENT GOALS	DEPARTMENT OBJECTIVES	DEPARTMENT MEASUREMENTS	FY 08 (actual)	FY 09 (estimate)	FY 10 (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	\$885,551	\$591,433	\$707,364
		% increase in property insurance	63%	-33.2%	17%
		\$ total of insurable values	\$76,255,591	\$82,188,736	\$98,588,360
Monitor and contain statutory Workers Compensation costs	Review all State assessments, credits and calculations for accuracy	Gross W/C premium commercially insured	1,987,843	2,694,063	2,694,063
		Drug-free workplace credit	96,677	134,703	134,703

CITY GOAL#6
FINANCIAL HEALTH OF THE CITY

DEPARTMENT: RISK MANAGEMENT

DEPARTMENT GOALS	DEPARTMENT OBJECTIVES	DEPARTMENT MEASUREMENTS	FY 08 (actual)	FY 09 (estimate)	FY 10 (budget)
Monitor and contain statutory Workers Compensation costs	Review all State assessments, credits and calculations for accuracy	Modification Factor: State Assessment On discounted premium of:	.73 58,703	.83 44,320	.83 44,320
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	44 35 \$73,258 \$41,103 30 \$47,705	45 25 \$65,000 \$20,000 30 \$30,000	45 25 \$65,000 \$27,000 30 \$37,000
	Investigate and verify all external claims	# of external claims # of losses subrogated \$ amount of restitution received #of open claims # of claims settled pre-litigation # of claims litigated property damage	10 10 \$30,219 15 8 0	8 8 \$20,000 15 8 0	8 8 \$20,000 15 8 0
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 employees returned to work light-duty Average cost per claim medical only versus lost time (excl salary)	120 117 MO vs. 3 LT \$202,673 MO vs. \$73,362 LT 5 \$1,732 vs. \$24,454	82 81 MO vs. 3 LT \$106,000 MO vs. \$83,250 LT 3 \$1,308 vs. \$27,750	82 81 MO vs. 3 LT \$106,000 MO vs. \$83,250 LT 3 \$1,308 vs. \$27,750

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>07/08</u>	<u>08/09</u>	<u>09/10</u>
56	Risk Manager	1	1	0
48	Insurance Services Manager	0	1	1
42	Workers Compensation Claims Analyst	1	0	0
42	Employee Benefits Coordinator	0	1	1
28	Office Supervisor	<u>1</u>	<u>0</u>	<u>0</u>
	Total	<u>3</u>	<u>3</u>	<u>2</u>

EXPENDITURE SUMMARY

	<u>Actual</u> <u>06/07</u>	<u>Actual</u> <u>07/08</u>	<u>Budget</u> <u>08/09</u>	<u>Budget</u> <u>09/10</u>
Personal services	\$ 277,815	\$ 290,788	\$ 326,255	\$ 167,658
Operating expenditures	8,611,474	10,176,933	7,942,105	8,850,127
Capital outlay	21,558	-	-	-
Total	<u>\$ 8,910,847</u>	<u>\$ 10,467,721</u>	<u>\$ 8,268,360</u>	<u>\$ 9,017,785</u>

INSURANCE SERVICES TRUST
EXPENDITURES BY OBJECT

RISK MANAGEMENT	2008-09					
	2006-07 Actual	2007-08 Actual	Y-T-D Actual (Thru 3/31/09)	Y-T-D %age	2008-09 Budget	2009-10 Adopted Budget
<u>Account Description</u>						
Regular Salary	230,616	245,232	60,556	23	268,795	139,900
Longevity	6,683	6,388	1,212	10	11,755	4,222
Sick Leave Conversion Pay	3,677	803	-	-	1,000	500
<i>Salaries & Wages</i>	<u>240,976</u>	<u>252,423</u>	<u>61,767</u>	<u>22</u>	<u>281,550</u>	<u>144,622</u>
FICA	17,561	18,171	4,614	21	21,505	11,065
<i>Payroll Taxes</i>	<u>17,561</u>	<u>18,171</u>	<u>4,614</u>	<u>21</u>	<u>21,505</u>	<u>11,065</u>
ICMA Pension Plan	19,278	20,194	4,941	21	23,200	11,971
<i>Pension Contributions</i>	<u>19,278</u>	<u>20,194</u>	<u>4,941</u>	<u>21</u>	<u>23,200</u>	<u>11,971</u>
Programming/Software	27,359	14,576	-	-	15,100	15,100
Legal Services	150,000	169,095	177,095	107	165,000	165,000
Legal Costs	32,525	60,787	25,212	50	50,000	-
Workers Comp - Medical	-	-	-	-	-	958,880
Workers Comp - Legal	-	-	-	-	-	500,000
Workers Comp - Expenses	-	-	-	-	-	25,572
Workers Comp - Other	-	-	-	-	-	5,000
Other Professional Services	29,925	19,701	24,731	165	15,000	20,000
<i>Professional Services</i>	<u>239,809</u>	<u>264,159</u>	<u>227,037</u>	<u>93</u>	<u>245,100</u>	<u>1,689,552</u>
Repairs - General Government	30,280	92,447	24,402	98	25,000	25,000
Repairs - Fire/Rescue	15,505	18,686	-	-	-	-
Repairs - Public Works	2,370	-	-	-	-	-
Repairs - Community Service	24,523	1,540	-	-	10,000	15,000
Repairs - Senior Services	19,745	2,976	-	-	-	-
Repairs - Hurricane	1,126,284	5,197	-	-	-	-
Repairs - ADA Compliance	1,580	33,198	-	-	75,000	75,000
Repairs - Hurricane (Parks)	-	78,759	318,612	-	-	-
<i>Repair and Maintenance Services</i>	<u>1,220,287</u>	<u>232,803</u>	<u>343,015</u>	<u>312</u>	<u>110,000</u>	<u>115,000</u>
Other Contractual Services	53,810	71,936	17,604	26	68,000	68,000
<i>Other Contractual Services</i>	<u>53,810</u>	<u>71,936</u>	<u>17,604</u>	<u>26</u>	<u>68,000</u>	<u>68,000</u>
Office Supplies	2,222	2,119	222	7	3,000	3,000
Professional Publications	1,059	713	-	-	1,000	250
Minor Equip, Tools & Hdwe	738	-	-	-	500	500
<i>Materials and Supplies</i>	<u>4,019</u>	<u>2,832</u>	<u>222</u>	<u>5</u>	<u>4,500</u>	<u>3,750</u>
Workers Comp - 1983/84	13,844	3,518	55,114	919	6,000	-
Workers Comp - 1991/92	1,419	450	3,360	224	1,500	-
Workers Comp - 1992/93	154,002	171,728	84,520	94	90,000	-
Workers Comp - 1995/96	792	852	-	-	500	-
Workers Comp - 1996/97	61,947	70,061	66,250	95	70,000	-
Workers Comp - 1998/99	1,901	-	-	-	-	-
Workers Comp - 1999/00	92,526	93,879	78,651	83	95,000	-
Workers Comp - 2000/01	43,717	8,771	5,660	10	55,000	-
Workers Comp - 2001/02	244,565	181,992	113,992	76	150,500	-
Workers Comp - 2002/03	48,353	30,506	15,154	22	69,000	-
Workers Comp - 2003/04	4,048	6,574	1,846	74	2,500	-
Workers Comp - 2004/05	12,921	(213)	-	-	3,500	-

**INSURANCE SERVICES TRUST
EXPENDITURES BY OBJECT**

RISK MANAGEMENT <u>Account Description</u>	2008-09					
	2006-07	2007-08	Y-T-D	2008-09	2008-09	2009-10
	Actual	Actual	Actual (Thru 3/31/09)	Y-T-D %age	Budget	Adopted Budget
Workers Comp - 2005/06	536,155	136,913	15,266	20	75,000	-
Workers Comp - IBNR	3,705	3,680	935	23	4,000	-
BSO Retirees Health Insurance	60,334	71,090	-	-	-	-
COBRA - Health Insurance	41,271	34,935	27,406	61	45,000	47,700
Retired Empl - Health Insurance	760,506	947,073	-	-	-	-
Health Care Admin Fee	654,393	580,313	230,405	45	511,258	521,483
Health Insurance - Empl Claims	1,580,242	1,820,619	1,152,246	59	1,950,000	2,067,000
Health Insurance - Dependent Claims	1,828,216	2,331,534	846,613	49	1,738,000	1,842,280
Prescription Drug Refunds	(14,345)	1,510	-	-	-	-
Dental/Optical Insurance	136,877	209,594	81,925	44	185,000	185,000
Retired Empl - Dental/Optical	24,933	25,729	-	-	-	-
Life Insurance	94,583	98,760	51,980	52	100,000	103,000
Retired Empl - Life Insurance	4,386	4,697	-	-	-	-
Voluntary Life Insurance	32,990	34,757	16,583	49	34,000	34,000
Disability Insurance	86,116	90,894	46,983	52	90,500	93,500
Disability Insurance - Firefighter	3,534	3,534	-	-	3,600	4,198
Contractors Equip Insurance	-	2,310	-	-	-	-
Auto Damage to Others	42,305	48,592	27,522	138	20,000	25,000
Physical Property Damage	19,183	37,337	26,974	270	10,000	15,000
Public Official Liability	42,015	38,507	-	-	42,000	-
Paramedic Professional Liability	6,007	6,350	-	-	6,350	6,048
Property and Flood Insurance	540,853	462,049	-	-	400,000	542,454
Excess Property Insurance	248,980	103,237	-	-	275,000	-
General Liability Claims	1,512	67,314	24,639	49	50,000	25,000
General Liability Other	-	-	-	-	-	50,000
Public Entity Insurance	110,043	116,257	(2,340)	(2)	120,000	141,824
SIR Bodily Injury	42,085	89,640	(950)	(1)	100,000	100,000
SIR Personal Injury	-	8,313	5,150	5	100,000	75,000
State Unemployment	8,100	6,300	3,780	25	15,000	25,000
Workers Comp - 2006/07	299,079	210,307	61,142	51	120,000	-
Workers Comp - 2007/08	-	357,686	117,424	98	120,000	-
Workers Comp - 2008/09	-	-	16,334	9	175,000	-
Workers Comp - Indemnity	-	-	-	-	-	400,348
Cafeteria Insurance Ded	1,691	74	-	-	-	-
Boiler and Machinery Insurance	9,559	8,266	-	-	9,000	8,266
Windstorm Insurance	32,636	-	-	-	41,565	-
Excess Risk/Stop Loss - Health	531,083	612,422	279,116	51	551,532	585,150
Commercial Crime Insurance	4,107	4,817	-	-	5,200	4,574
Other Insurance	161,333	66,170	-	-	17,500	17,500
<i>Insurance</i>	<u>8,614,502</u>	<u>9,209,698</u>	<u>3,453,682</u>	<u>46</u>	<u>7,458,005</u>	<u>6,919,325</u>
Auto Body Repair	7,871	11,107	10,176	-	-	-
<i>Vehicle Operating Expense</i>	<u>7,871</u>	<u>11,107</u>	<u>10,176</u>	<u>-</u>	<u>-</u>	<u>-</u>
Travel and Training	643	260	-	-	4,000	2,000
Safety Program	7,743	(30)	-	-	-	-
Dues & Memberships	2,483	2,315	-	-	2,500	2,500
Contingency	(1,539,693)	381,853	-	-	50,000	50,000
<i>Other Operating Expenditures</i>	<u>(1,528,824)</u>	<u>384,398</u>	<u>-</u>	<u>-</u>	<u>56,500</u>	<u>54,500</u>
Total Risk Management	8,910,847	10,467,721	4,123,059	50	8,268,360	9,017,785

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>06/07</u>	Actual <u>07/08</u>	Budget <u>08/09</u>	Budget <u>09/10</u>
Operating expenditures	\$ -	\$ -	\$ 1,579,710	\$ 1,473,781

INSURANCE SERVICES TRUST
EXPENDITURES BY OBJECT

RETIREES INSURANCE	2008-09			2008-09 Y-T-D %age	2008-09 Budget	2009-10 Adopted Budget
	2006-07 Actual	2007-08 Actual	2008-09 Y-T-D Actual (Thru 3/31/09)			
<i>Account Description</i>						
BSO Retirees Health Insurance	-	-	28,956	36	80,000	80,000
Retired Empl - Health Insurance	-	-	589,395	63	938,000	994,280
Health Care Admin Fee	-	-	54,846	50	108,742	110,917
Retired Empl - Dental/Optical	-	-	31,600	79	40,000	40,000
Retired Empl - Life Insurance	-	-	2,307	51	4,500	5,750
Excess Risk/Stop Loss - Health	-	-	-	-	108,468	119,850
<i>Retirees Insurance</i>	-	-	<u>707,104</u>	<u>279</u>	<u>1,279,710</u>	<u>1,350,797</u>
Contingency	-	-	-	-	300,000	122,984
<i>Other Operating Expenditures</i>	-	-	-	-	300,000	122,984
Total Retirees Insurance	-	-	<u>707,104</u>	<u>279</u>	<u>1,579,710</u>	<u>1,473,781</u>
TOTAL INSURANCE SERVICES						
TRUST FUND	<u>8,910,847</u>	<u>10,467,721</u>	<u>4,830,163</u>	<u>49</u>	<u>9,848,070</u>	<u>10,491,566</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)

REVENUE BONDS

Florida Municipal Loan Council Revenue Bonds, Series 2008A – Proceeds of this bond issue are to be used to finance the construction of a reverse osmosis water treatment addition to the City's west water treatment facility, as well as various other improvements to the water distribution system.

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)	\$ 14,056,551
Water Pollution Control Financing Corp. Loan (Deep Injection Well)	6,348,106
Water Pollution Control Financing Corp. (Concentrate Pumping Station)	<u>1,357,056</u>
	<u>\$ 21,761,713</u>

Summary of Funding Sources/Expenditures by Function

<u>Funding Source</u>	<u>Actual FY07/08</u>	<u>Estimated FY08/09</u>	<u>Budgeted FY09/10</u>
General property taxes	\$ 2,683,100	\$ 2,688,559	\$ 2,688,003
Incremental property taxes	681,437	681,317	688,824
Franchise taxes	363,995	407,268	406,269
Water and sewer revenue	<u>2,155,344</u>	<u>1,926,650</u>	<u>3,309,987</u>
Total funding sources	<u>\$ 5,883,876</u>	<u>\$ 5,703,794</u>	<u>\$ 7,093,083</u>
 <u>Expenditures by Function</u>			
Principal	\$ 3,075,450	\$ 3,089,284	\$ 3,690,498
Interest	2,768,124	2,562,106	3,348,185
Fiscal agent charges	<u>40,302</u>	<u>52,404</u>	<u>54,400</u>
Total expenditures by function	<u>\$ 5,883,876</u>	<u>\$ 5,703,794</u>	<u>\$ 7,093,083</u>

Outstanding Bonds and Notes Payable

<u>Description Amount</u>	<u>Interest Rates</u>	<u>Principal</u>
General Obligation Bonds:		
Series 2000A	4.60 to 6.08%	\$ 7,143,015
Series 2000B	4.25 to 5.85%	2,685,184
Series 2003A	2.00 to 5.25%	2,905,000
Series 2003B	1.32 to 4.77%	<u>13,875,000</u>
Total General Obligation Bonds		<u>26,608,199</u>
 Covenant Bonds:		
Series 2003A (Tax incremental funds - CRA)	2.00 to 5.25%	6,095,000
Series 2003B (Tax incremental funds - CRA)	1.32 to 4.77%	2,160,000
Series 2006 (Electric Franchise Fees)	4.00 to 4.50%	<u>5,575,000</u>

Total Covenant Bonds

13,830,000

Outstanding Bonds and Notes Payable (Continued)

Water & Sewer Revenue Bonds: Series 2008A	4.810%	<u>16,623,792</u>
State of Florida Drinking Water Revolving Loans	2.21 to 3.57%	<u>21,761,713</u>
Total bonds and notes payable		<u>\$78,823,704</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
2010	\$ 1,398,530	\$ 1,255,072	\$ 2,653,602	\$ 425,000	\$ 650,093	\$ 1,075,093
2011	1,412,235	1,244,334	2,656,569	440,000	631,963	1,071,963
2012	1,427,497	1,229,447	2,656,944	460,000	612,941	1,072,941
2013	1,436,568	1,216,875	2,653,443	480,000	587,769	1,067,769
2014	1,226,262	1,477,400	2,703,662	500,000	570,293	1,070,293
2015	1,183,414	1,470,736	2,654,150	530,000	540,363	1,070,363
2016	1,168,401	1,487,674	2,656,075	550,000	513,263	1,063,263
2017	1,062,169	1,594,537	2,656,706	580,000	485,007	1,065,007
2018	1,054,936	1,599,109	2,654,045	610,000	455,199	1,065,199
2019	1,054,238	1,599,755	2,653,993	640,000	423,843	1,063,843
2020	1,056,610	1,599,915	2,656,525	670,000	392,088	1,062,088
2021	1,057,061	1,598,433	2,655,494	705,000	359,969	1,064,969
2022	1,060,902	1,592,723	2,653,625	735,000	326,987	1,061,987
2023	1,071,232	1,583,868	2,655,100	780,000	287,469	1,067,469
2024	1,082,961	1,571,855	2,654,816	810,000	257,960	1,067,960
2025	1,113,285	1,540,696	2,653,981	845,000	222,010	1,067,010
2026	1,540,182	1,117,786	2,657,968	890,000	179,372	1,069,372
2027	1,146,716	1,508,230	2,654,946	930,000	137,769	1,067,769
2028	2,465,000	192,344	2,657,344	975,000	93,688	1,068,688
2029	2,590,000	64,750	2,654,750	520,000	46,725	566,725
2030	-	-	-	370,000	26,963	396,963
2031	-	-	-	385,000	10,650	395,650
Total	\$ 26,608,199	\$ 26,545,539	\$ 53,153,738	\$ 13,830,000	\$ 7,812,384	\$ 21,642,384

Debt Service Requirements to Maturity (cont'd)

Fiscal Year	Notes Payable			Revenue Bonds Payable		
	Principal	Interest	Total	Principal	Interest	Total
2010	\$ 1,262,291	\$ 632,310	\$ 1,894,601	\$ 604,676	\$ 810,710	\$ 1,415,386
2011	1,331,464	563,136	1,894,600	592,344	781,221	1,373,565
2012	1,369,938	524,662	1,894,600	599,389	754,395	1,353,784
2013	1,409,547	485,053	1,894,600	630,957	723,102	1,354,059
2014	1,450,328	444,272	1,894,600	662,017	692,332	1,354,349
2015	1,492,312	402,288	1,894,600	694,606	660,046	1,354,652
2016	1,535,535	359,065	1,894,600	727,083	627,888	1,354,971
2017	1,580,038	314,562	1,894,600	764,591	590,713	1,355,304
2018	1,625,856	268,744	1,894,600	802,229	553,426	1,355,655
2019	1,673,029	221,571	1,894,600	841,720	514,303	1,356,023
2020	1,721,597	173,003	1,894,600	881,859	474,550	1,356,409
2021	1,771,605	122,995	1,894,600	926,566	430,247	1,356,813
2022	1,139,948	71,505	1,211,453	972,178	385,060	1,357,238
2023	477,718	50,588	528,306	1,020,035	337,649	1,357,684
2024	488,390	39,916	528,306	1,069,459	288,693	1,358,152
2025	499,298	29,008	528,306	1,122,896	235,748	1,358,644
2026	510,455	17,851	528,306	1,178,171	180,987	1,359,158
2027	422,364	7,012	429,376	1,236,169	123,530	1,359,699
2028	-	-	-	1,296,847	63,418	1,360,265
Total	\$ 21,761,713	\$ 4,727,541	\$ 26,489,254	\$ 16,623,792	\$ 9,228,018	\$ 25,851,810

Current Year Principal and Interest Requirements

<u>Description</u>	<u>Principal</u>	<u>Interest</u>	<u>Total</u>
2000A GOB	\$ 493,531	\$ 351,469	\$ 845,000
2000B GOB	20,000	89,308	109,308
2003A GOB	480,000	148,725	628,725
2003B GOB	405,000	665,570	1,070,570
Covenant Bond 2003A	200,000	304,300	504,300
Covenant Bond 2003B	70,000	103,524	173,524
Covenant Bond 2006	155,000	242,269	397,269
Wtr Pollution Control Financing Corp. (WW693030)	290,681	138,695	429,376
Wtr Pollution Control Financing Corp. (WW69302L)	35,986	62,944	98,930
Revenue Bonds, Series 2008A	604,676	810,710	1,415,386
Drinking Wtr Revolving Loan	935,624	430,671	1,366,295
Total	\$ 3,690,498	\$ 3,348,185	\$ 7,038,683

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 2010 this amount is 0.4401 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') as well as the Series 2008A revenue bonds, which are payable from the water and sewer system revenues.

Lease Purchase Agreements

The City of Deerfield Beach is currently engaged in nine (9) lease-purchase agreements. The equipment held under these capital leases consists of \$3,649,903 and \$3,793,078 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)				
2010	\$ 459,535	\$ 82,760	\$ 685,327	\$ 1,227,622
2011	193,048	41,348	460,585	694,981
2012	149,068	-	260,075	409,143
2013	99,447	-	154,484	253,931
2014	4,593	-	-	4,593
2015	-	-	-	-
Fund Total	<u>\$ 905,691</u>	<u>\$ 124,108</u>	<u>\$ 1,560,471</u>	<u>\$ 2,590,270</u>

CITY OF DEERFIELD BEACH CAPITAL IMPROVEMENT PLAN FISCAL YEARS 2010-2014

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;
- 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 2010 – 2014 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 mechanism 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 a 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 appears somewhat bleak as a result of the downturn in the housing market as well as continued weakening of the broader economy. 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 FY2010 - 2014 capital improvement plan includes 92 projects costing approximately \$113 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;
- ❑ Florida Municipal Loan Council Revenue Bonds

IMPACT OF CAPITAL IMPROVEMENT PLAN ON OPERATING BUDGET

CIP projects can affect the City's Operating Budget by increasing expenditures or revenues; conversely, these 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 and will aid in providing 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 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 FY2010-2014 CIP by category include the following:

Utility/Water & Sewer Improvements (\$37,554,678)

Of the \$113 million estimated for CIP funding over the next five years, approximately 33.3% 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 City plans to construct a reverse osmosis treatment addition to the west water treatment plant, an additional Floridan well for the reverse osmosis process, two Biscayne wells to augment the current wells, as well as transmission mains and various other improvements. The eventual consolidation of the City's east and west water treatment plants are 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 FY2010-2014 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.

Physical Environment Improvements (\$4,458,342)

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 4.0% of the costs estimated for total FY2010-2014 Capital Improvements.

Transportation Improvements (\$15,245,000)

Transportation improvements make up 13.5% of the costs estimated for total FY2010-2014 capital improvements and include the following:

- The City's street resurfacing program for asphalt streets;
- Streetscape improvements in the City's community redevelopment area;
- Streetscape improvements to Hillsboro Boulevard;
- 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 (\$15,605,023)

Public safety improvements comprise nearly 13.9% of the costs estimated for total FY2010-2014 Capital Improvements. Over 67% of the total Public Safety improvements can be attributed to the planned construction of two new fire stations that will serve the western section 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 (\$34,130,842)

Culture and Recreation is a very important cornerstone of the City of Deerfield Beach. The FY2010-2014 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 section 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 as well as increases in other operating expenses.

General Government/Human Services Improvements (\$2,582,300)

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 FY2010-2014 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%.

Solid Waste Improvements (\$3,022,200)

The City of Deerfield Beach prides itself on providing quality, low cost solid waste and disposal services. The FY2010-2014 CIP includes the regularly scheduled replacement of the department's fleet, which is funded by user fees from the 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 2010 - 2014**

PROJECT NUMBER	PROJECT DESCRIPTION	COST	FISCAL YEAR	RECOMMENDED FUNDING SOURCE
<u>UTILITY IMPROVEMENTS</u>				
WS001	Wellfield Improvements - New Raw Water Wells & Transmission Mains	\$ 2,000,000	2010	9
		4,000,000	2011	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	5,000,000	2010	9
		1,000,000	2011	9
WS004	Membrane Plant element replacements	1,500,000	2010	6
WS005	Upgrading of Water Distribution Lines & Fire Hydrant Installation	100,000	2010	6
		100,000	2011	6
		100,000	2012	6
		100,000	2013	6
		100,000	2014	6
WS006	Repair & Replacement of Wastewater Pump Stations & Controls	1,360,000	2010	4
		1,300,000	2011	4
		1,300,000	2012	4
		1,300,000	2013	4
		1,300,000	2014	4
WS007	Leak Repairs to Sanitary Sewer System; Replacement/Slip-Lining Gravity Sewer Mains; Manholes	1,500,000	2010	6
		1,000,000	2011	6
		1,000,000	2012	6
		1,000,000	2013	6
		1,000,000	2014	6
WS008	Floridian Well	2,000,000	2010	9
WS009	Membrane coating - Environmental Svcs Bldg/roof	50,000	2010	4
<u>Equipment/Fleet:</u>				
<u>Water Plant Division</u>				
	Replacement Pumps	33,770	2010	4
	Goulds Vertical Turbine Replacement Pump (1)	60,308	2010	4
	Replacement Pick-up truck No. 729	28,000	2011	4
	Dump Truck (15-yd)	165,000	2011	4
	Front-end Loader	161,000	2011	4
	Utility Vehicle	30,000	2012	4
	Replace Loader No. 739	105,000	2012	4
	Tractor	129,000	2013	4
<u>Utilities Maintenance Division</u>				
	Pumps, meters and valves	432,600	2010	4
		300,000	2011	4
		300,000	2012	4
		300,000	2013	4
	Sewer Main line Rehab	700,000	2010	4
	Lateral Restoration	200,000	2010	4

**CITY OF DEERFIELD BEACH
CAPITAL IMPROVEMENT PROGRAM
PROJECT LISTING
FISCAL YEARS 2010 - 2014**

PROJECT NUMBER	PROJECT DESCRIPTION	COST	FISCAL YEAR	RECOMMENDED FUNDING SOURCE
<u>Equipment/Fleet (Cont'd):</u>				
	Lift Station RTU System	70,000	2010	4
		75,000	2011	4
		75,000	2012	4
		75,000	2013	4
		75,000	2014	4
	Pumps for Lifts	140,000	2010	4
	Pick- up truck / Engineering (to replace 560)	30,000	2011	4
	Lift Station rehabilitation on: 6, 20, 25, 27, 61, 64 and lift stations 28, 29, 30, 31 32, 33 ,34 and 52 in Century Village	1,100,000	2010	4
	Intracoastal force main crossing	500,000	2010	4
	MQ 70 KW generators (2)	60,000	2010	4
	TOTAL UTILITY IMPROVEMENTS	<u>37,554,678</u>		
<u>PHYSICAL ENVIRONMENT IMPROVEMENTS</u>				
DR001	Old Public Works Facility repave parking lot	70,000	2013	1
DR002	Public Works Facility installation of awnings	50,000	2013	1
DR003	Public Works Bldg A electric gate installed at entrance	25,000	2013	1
DR004	Hillsboro/Deerfield Joint Renourishment	515,000	2010	1
DR005	Seawall Repair/Replacement	100,000	2013	1
		100,000	2014	1
DR006	Miscellaneous Drainage Projects	400,000	2013	5
		400,000	2014	5
DR007	Land Acquisition - Flood control/green space areas	200,000	2013	5
		200,000	2014	5
DR008	8th Avenue Flood Control project	1,900,000	2014	5
<u>Equipment/Fleet: Grounds Maintenance</u>				
	Replace pick-up truck No. 8808(1-ton)	32,000	2013	1
	Replace Dump Truck No. 834 (8-yd)	95,000	2013	1
	Replace Tractor No. 823	75,000	2013	1
	Replace 55' Truck No. 8814	120,000	2013	1
	Compact Track Loader	57,000	2013	1
	Sprayers	25,000	2013	1
	New 4x2 Truck for irrigation crew	25,337	2013	1
	Replace No. 832 4x2 with 3yd dump	43,005	2013	1
	Replace Pick-up Truck No. 903	26,000	2013	1
	TOTAL PHYSICAL ENVIRONMENT	<u>4,458,342</u>		

**CITY OF DEERFIELD BEACH
CAPITAL IMPROVEMENT PROGRAM
PROJECT LISTING
FISCAL YEARS 2010 - 2014**

PROJECT NUMBER	PROJECT DESCRIPTION	COST	FISCAL YEAR	RECOMMENDED FUNDING SOURCE
<u>TRANSPORTATION IMPROVEMENTS</u>				
TR001	North Boardwalk Extension Project	120,000	2010	10
TR002	Street Resurfacing Program	250,000	2010	2
		400,000	2011	2
		400,000	2012	2
		400,000	2013	2
		400,000	2014	2
TR003	Concrete Sidewalk Construction Program	50,000	2010	2
		50,000	2011	2
		50,000	2012	2
		50,000	2013	2
		50,000	2014	2
TR004	Rehabilitation of City bridges	250,000	2010	2
		500,000	2011	2
		500,000	2012	2
		250,000	2013	2
		250,000	2014	2
TR005	Hillsboro Blvd. Streetscape Improvements	3,000,000	2010	9
		1,750,000	2011	9
		1,750,000	2012	9
TR006	SW 11th Way - Four-lane improvement project/Phase I	350,000	2011	2
	SW 11th Way - Four-lane improvement project/Phase II	1,000,000	2012	2
		1,450,000	2013	2
TR007	Traffic Calming NW 3rd Ave at NW 3rd Ct. (CDBG)	350,000	2013	7
TR008	Traffic Calming Projects	100,000	2013	1
		100,000	2014	1
TR009	Dredging of City Owned & Maintained Canals & Waterways	100,000	2013	1
		100,000	2014	1
TR010	Median beautification/landscape enhancements	65,000	2013	1
		90,000	2014	1
TR011	Installation of Median/Drainage on MLK - Phase II	200,000	2014	7
TR012	Infrastructure improvements -MLK Ave Phase II- SW 2nd St to SW 4th St.	400,000	2014	7
TR013	SE 10th St. / A1A- Ocean Way Streetscape Improvements	150,000	2014	7
<u>Equipment/Fleet: Streets Maintenance</u>				
	Replace pick-up truck No. 617	30,000	2011	2
	Street sweeper	140,000	2011	2
	Replace Street Sweeper No. 626	<u>150,000</u>	2013	2
	TOTAL TRANSPORTATION	<u>15,245,000</u>		

**CITY OF DEERFIELD BEACH
CAPITAL IMPROVEMENT PROGRAM
PROJECT LISTING
FISCAL YEARS 2010 - 2014**

<u>PROJECT NUMBER</u>	<u>PROJECT DESCRIPTION</u>	<u>COST</u>	<u>FISCAL YEAR</u>	<u>RECOMMENDED FUNDING SOURCE</u>
<u>PUBLIC SAFETY IMPROVEMENTS</u>				
PS001	BSO Central new roof	50,000	2010	1
PS002	New Fire Station No. 66	5,250,000	2013	9
PS003	Fire Station 66 remodel two bathrooms	40,000	2013	1
PS004	Fire Station 66 remodel kitchen	30,000	2013	1
PS005	New Crystal Lake Fire Station	5,250,000	2014	9
<u>Equipment/Fleet:</u>				
	Replace rescue vehicle No. 1036	261,100	2010	1
	Replace staff vehicle No. 1013	38,205	2011	1
	Mobile and Portable radios	89,400	2011	1
	Lifepacks	40,000	2011	1
	Breathing Apparatus	87,500	2011	1
	Replace staff vehicle No. 1017	39,668	2011	1
	Security cameras	56,000	2012	1
	Dispatch Consoles (3)	245,000	2012	1
	Computer Aided Dispatch	500,000	2012	1
	Command vehicle	97,650	2012	1
	Rescue vehicle - Crystal Lake fire station	345,000	2012	1
	Radio system subscriber replacement	375,000	2012	1
	Replace rescue vehicle No. 1030	257,000	2012	1
	Ladder truck for Crystal Lake fire station	1,200,000	2013	1
	Airpack Replacements	215,000	2013	1
	Radio System Subscriber	196,000	2013	1
	Replace rescue vehicle No. 1032	265,000	2013	1
	Replace vehicle No. 1018	60,000	2013	1
	Replace rescue vehicle No. 1132	282,500	2013	1
	Replace rescue vehicle No. 1034	285,000	2014	1
	Replace vehicle No. 1050	<u>50,000</u>	2014	1
	TOTAL PUBLIC SAFETY	<u>15,605,023</u>		

**CITY OF DEERFIELD BEACH
CAPITAL IMPROVEMENT PROGRAM
PROJECT LISTING
FISCAL YEARS 2010 - 2014**

PROJECT NUMBER	PROJECT DESCRIPTION	COST	FISCAL YEAR	RECOMMENDED FUNDING SOURCE
<u>CULTURE & RECREATION IMPROVEMENTS</u>				
RE001	Ocean Rescue Storage Shed	35,000	2011	1
RE002	Roof/ Bathroom Repairs- Various Pavillions & Tennis Center	117,000	2010	1
RE003	Constitution Park bathroom remodeling	40,000	2011	1
RE004	Pioneer Park replace metal roof on fort riverbend	30,000	2011	1
RE005	North Beach Pavilion replace roof	40,000	2011	1
RE006	Constitution Park redo bathrooms in front building of rec center	40,000	2011	1
RE007	Middle School Pool install canopy and structure over pool equipment	30,000	2011	1
RE008	Pier replace walkway lights	102,500	2011	1
RE009	Pioneer Park replace dock	120,000	2011	1
RE010	Teen Center new tile	25,000	2011	1
RE011	Westside Park replace damaged bi-fold door in rec. building	25,000	2011	1
RE012	Westside Park repair sidewalks to make ADA complaint	75,000	2011	1
RE013	Beach Renovations	850 500,000 1,750,000	2010 2013 2014	1 9 9
RE014	Main Beach Parking Lot replace light poles	60,000 80,000	2013 2014	1 1
RE015	Constitution Park Recreation Ctr. - Renovations	300,000	2013	9
RE016	Villages of Hillsboro Park Improvements	250,000	2013	7
RE017	Annexed Area Park Improvements	500,000	2013	9
RE018	Mayo Howard Management Plan	200,000	2013	9
RE019	McKeithen Park	100,000	2013	7
RE020	Constitution Park Land Management	300,000	2013	7
RE021	SE 15th Street Park	100,000	2013	9
RE022	Crystal Heights SW 10th Drive Park	300,000	2013	9
RE023	Crystal Heights SW 28th Ave. Park	100,000	2013	9
RE024	Crystal Heights SW 24th Terrace Park	100,000	2013	9
RE025	Deer Run SW 31st Ave. Park	100,000	2013	9
RE026	Deer Run SW 34th Ave. Park	100,000	2013	9
RE027	Ecidar Park	100,000	2013	9
RE028	Pioneer Park - Concession Stand/Press box	700,000	2013	7
RE029	Crystal Lake Trail/Boardwalk	600,000	2013	7
RE030	New lifeguard tower between tower #1 and pier	40,000	2013	1
RE031	Aquatic Headquarters remodel 1st floor men's and womens restroom	35,000	2013	1

**CITY OF DEERFIELD BEACH
CAPITAL IMPROVEMENT PROGRAM
PROJECT LISTING
FISCAL YEARS 2010 - 2014**

PROJECT NUMBER	PROJECT DESCRIPTION	COST	FISCAL YEAR	RECOMMENDED FUNDING SOURCE
<u>CULTURE & RECREATION IMPROV. (Cont'd):</u>				
RE032	Aquatic Headquarters remodel 2nd floor restrooms and showers	25,000	2013	1
RE033	Park land Acquisition, beach conservation land, open spaces	2,000,000 2,000,000	2013 2014	7 7
RE034	Pioneer Park - New Community Center	1,000,000 7,000,000	2013 2014	7 9
RE035	Hillsboro Greenway	800,000 1,200,000	2013 2014	7 7
RE036	Sullivan Park - Improvements	200,000 400,000	2013 2014	7 9
RE037	Southwest Tenth Street Linear Park	500,000 500,000	2013 2014	7 7
RE038	Linear Park Trailhead Management Plan	500,000 100,000	2013 2014	7 9
RE039	Westside Park Recreation Center Improvements	3,000,000	2014	9
RE040	West Deerfield Beach Community Center	6,000,000	2014	9
RE041	Doggie Park	500,000	2014	9
RE042	Pier and Bait Shop replace bollard fixtures	100,000	2014	1
RE043	Constitution Park fence installation	30,000	2014	1
RE044	Cornerstone Park Land Acquisition Management	300,000	2014	9
<u>Equipment/Fleet:</u>				
	Mobile Stage Trailer - No. 371	150,000	2011	1
	Tractor with Trailer	30,000	2011	1
	Four wheel drive Backhoe with close cab	81,992	2011	1
	Utility Van with lift gate	40,000	2011	1
	Pick-up Heavy Duty Truck with crew cab - No.3364	45,000	2011	1
	Utility truck with cab (golf)	35,000	2012	1
	Riding Mowers (3)	96,000	2012	1
	Playground Equipment for City Parks	78,000 60,000 60,000 60,000 60,000	2010 2011 2012 2013 2014	1 1 1 1 1
	Pick-up truck with crew cab	32,000 32,500	2012 2013	1 1
	Tractors for beach	60,000 60,000	2012 2013	1 1
	TOTAL CULTURE & RECREATION	34,130,842		

**CITY OF DEERFIELD BEACH
CAPITAL IMPROVEMENT PROGRAM
PROJECT LISTING
FISCAL YEARS 2010 - 2014**

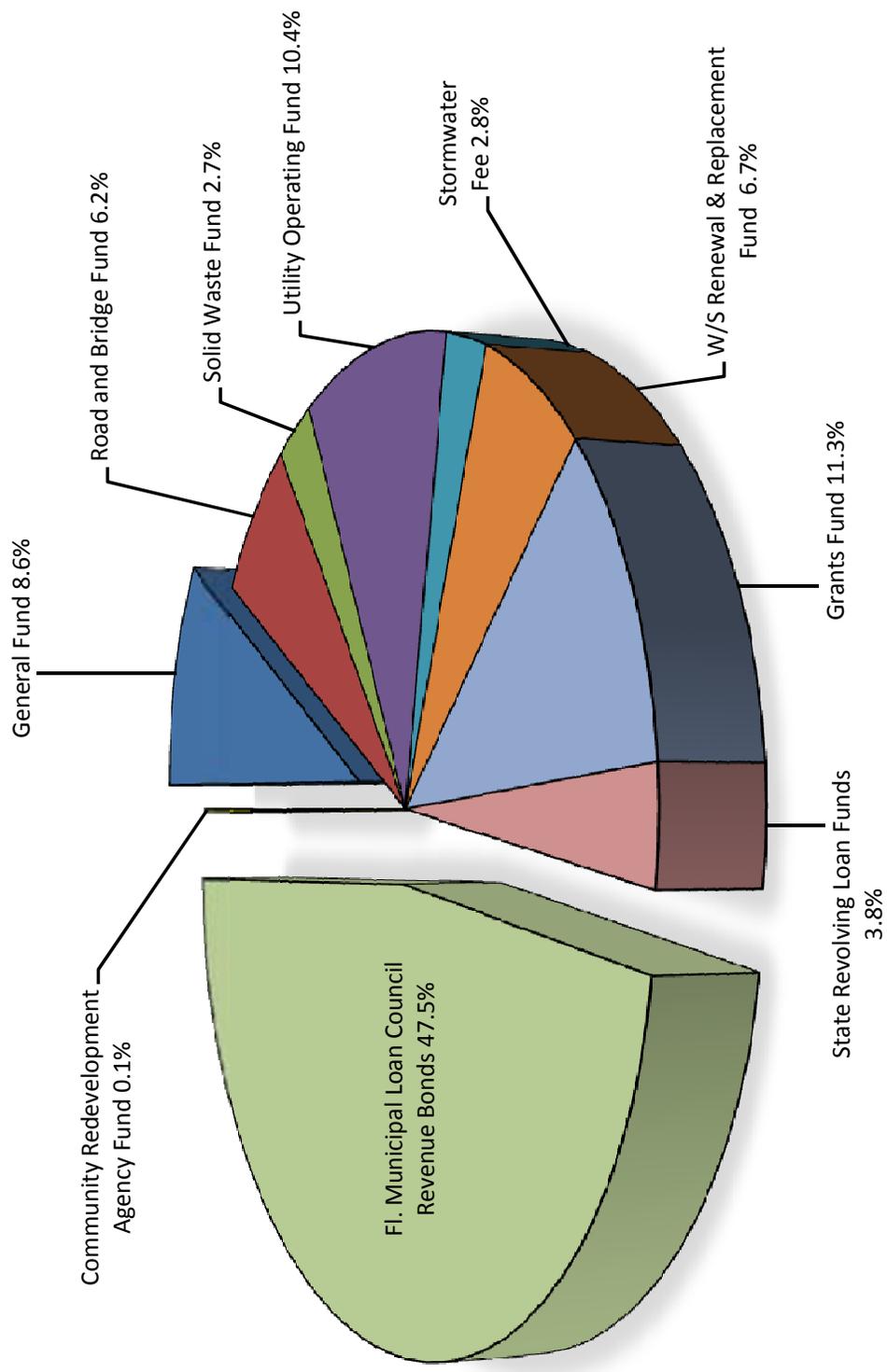
<u>PROJECT NUMBER</u>	<u>PROJECT DESCRIPTION</u>	<u>COST</u>	<u>FISCAL YEAR</u>	<u>RECOMMENDED FUNDING SOURCE</u>
<u>GENERAL GOVERNMENT/ HUMAN SERVICES IMPROVEMENTS</u>				
GEN001	NE Focal Point Expansion Phase III	600,000	2010	9
GEN002	NE Focal Point Childcare Facility	600,000	2010	7
GEN003	Reconfiguration & Resurfacing of NEFP parking lot	230,000	2010	7
GEN004	FPL Overhead/Underground Conversion at City Hall	100,000	2012	9
GEN005	City-wide Monumentation of Horizontal & Vertical control for GIS	300,000	2012	9
GEN006	Focal Point replace kitchen cabinets	50,000	2013	1
GEN007	City Hall replace flooring and cast iron piping	35,000	2013	1
GEN008	City Hall waterproof and paint exterior	70,000	2013	1
GEN009	City Hall replace electrical service gear	40,000	2013	1
GEN010	City Hall replace parking lot lighting	125,000	2013	1
GEN011	City Hall repave parking lot	40,000	2013	1
GEN012	City Hall Bldg Department flooring	30,000	2013	1
GEN013	City Hall Renovation/Building Campus (Facilities)	175,000	2014	1
<u>Equipment/Fleet:</u>				
	Bus Replacement (2), Nos. 285 & 286 - Senior Services	120,000	2011	7
	Replacement pick-up truck - Fleet Maintenance	37,300	2012	1
	Generator fuel tank- City Hall	30,000	2013	1
	TOTAL GEN GOV'T/HUMAN SVCS	2,582,300		
<u>SOLID WASTE/RECYCLING IMPROVEMENTS</u>				
<u>Equipment/Fleet:</u>				
<u>Solid Waste Division</u>				
	Replace front-end loader No. 48	250,000	2010	3
	Replace EVO side loaders: No. 72 & 74	440,000	2010	3
	Dumpsters for annexed area business and multifamily	50,000	2010	3
	Addition of two (2) Currotto cans attachment	32,000	2010	3
		32,000	2011	3
	Heavy duty truck wash and waste water recycling	400,000	2011	3
	Replace Curb Sorter No.85	130,000	2011	3
	Addition of two (2) 30yd self contained compactors	40,000	2011	3
	Commercial Containers/Dumpsters	410,200	2012	3
		400,000	2013	3
		400,000	2014	3

**CITY OF DEERFIELD BEACH
CAPITAL IMPROVEMENT PROGRAM
PROJECT LISTING
FISCAL YEARS 2010 - 2014**

PROJECT NUMBER	PROJECT DESCRIPTION	COST	FISCAL YEAR	RECOMMENDED FUNDING SOURCE
<u>Equipment/Fleet (Cont'd):</u>				
	Replace front-end loader No. 627	238,000	2013	3
	Replace Recycling Truck No. 83	<u>200,000</u>	2013	3
	TOTAL SOLID WASTE	<u>3,022,200</u>		
	TOTAL ESTIMATED COST (FY2010-2014)	<u>\$ 112,598,385</u>		

FUNDING	
<u>SOURCE CODES</u>	<u>TOTAL</u>
1 - General Fund	\$ 9,681,507
2 - Road and Bridge Fund	6,970,000
3 - Solid Waste Fund	3,022,200
4 - Utility Operating Fund	11,754,678
5 - Stormwater Fee	3,100,000
6 - W/S Renewal & Replacement Fund	7,500,000
7 - Grant Funds	12,700,000
8 - State Revolving Loan Fund	4,300,000
9 - Fl. Municipal Loan Council Revenue Bonds	53,450,000
10 - Community Redevelopment Agency Fund	120,000
TOTAL	<u>\$ 112,598,385</u>
FUNDING	ESTIMATED
<u>BY YEAR</u>	<u>COST</u>
Fiscal Year 2010	24,000,628
Fiscal Year 2011	17,365,265
Fiscal Year 2012	9,616,150
Fiscal Year 2013	25,621,342
Fiscal Year 2014	<u>35,995,000</u>
TOTAL	<u>\$ 112,598,385</u>

City of Deerfield Beach, Florida
Capital Improvement Funding Sources
Fiscal Years 2010- 2014



Total Funding (2010- 2014): \$112,598,385

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.

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.

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.

Glossary of Terms

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.

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

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.

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

Glossary of Terms

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.