COOPER CITY, FLORIDA

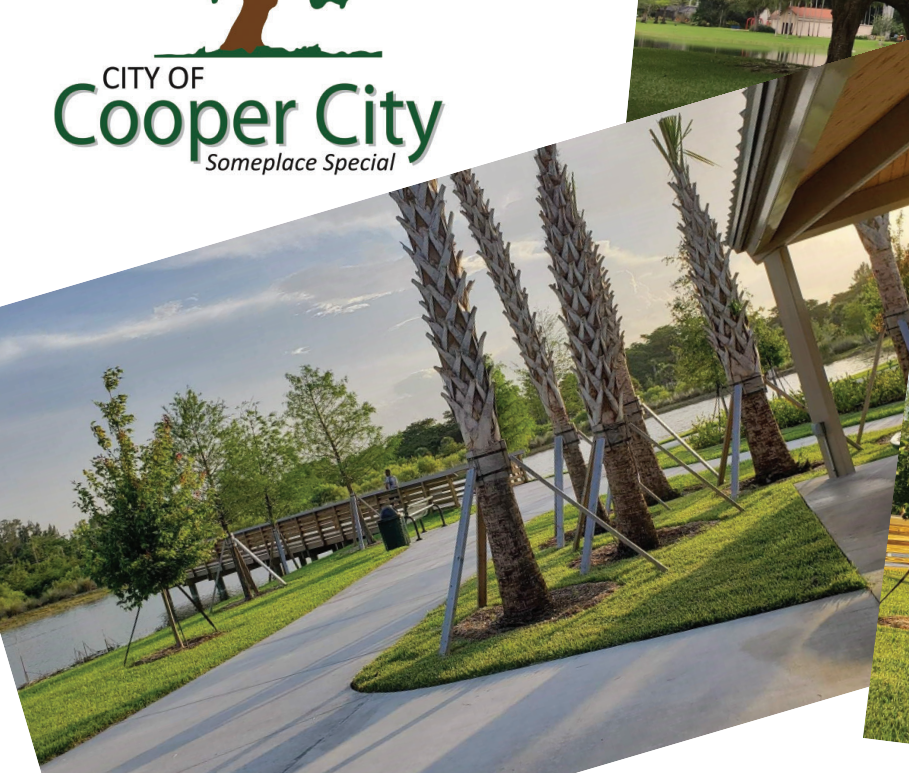
ANNUAL ADOPTED BUDGET



FISCAL YEAR 2019 - 2020

CITY OF Cooper City
Someplace Special







Acknowledgements

Cooper City Residents

City Commission

Mayor Greg Ross
Commissioner James C. Curran
Commissioner Jeff Green
Commissioner Howard Meltzer
Commissioner Massimo "Max" Pulcini

Interim City Manager

Patrick Lynn

Finance Director

Sherry Walker, CPA

Executive Team

Kathryn Sims, Assistant City Manager/City Clerk/
Director of Administrative Services
Michael Bailey, P.E., Director/City Engineer
Sherry Walker, CPA, Finance Director
Ted Fowler, Director/Building Official
Denise Yoezle, Public Works Director & Interim Recreation Director
Matthew Wood, Growth Management Director

Finance Department

Sydney Bleiweiss, Budget Analyst
Kerri Anne Fisher, Purchasing Agent

READER'S GUIDE

This Fiscal Year 2020 adopted budget for the City of Cooper City, Florida is intended to serve four purposes:

The Budget as a Policy Guide
As a policy document, the budget indicates what services the City will provide during the twelve-month period beginning October 1, 2019 through September 30, 2020. The Budget Message summarizes the challenges facing Cooper City and how the budget addresses them. The Funds Overview includes descriptions of all operating funds. The Departmental budget sections provide major goals and objectives for each department in the City.

The Budget as a Financial Plan
As a financial plan, the budget outlines how much City services will cost and how they will be funded. The Budget Overview section provides a summary of the budget, including major revenue and expenditure categories. Within this section, there is a discussion of the City's accounting structure and budgetary policies. The budget document includes appropriations from operating funds for capital improvement purposes. The General Fund Capital Improvement Plan and the Water/Sewer Fund Capital Improvement Plan provide five-year guides to infrastructure investments. Information about the City's debt is summarized within the Debt Service section.

The Budget as an Operations Guide
As an operations guide, the budget indicates how services will be delivered to the community. The Departmental budget sections outline the number of positions and department appropriations approved by the City Commission for the provision of services by each department. Departmental performance measures provide a tool for assessing the work of various City functions and organizational charts are provided to show how each department is structured for efficient and effective work.

The Budget as a Communications Device
The budget is designed to be user friendly with summary information in text, tables, and graphs. The budget is an "electronic first" document; easy navigation is available through the use of nested bookmarks and by use of the interactive table of contents. A glossary is included for reference. In addition to this reader's guide, the table of contents to follow provides a listing of the various topics in the budget document. Finally, the budget includes the Budget Message section, which provides the reader with a condensed analysis of the fiscal plans of the City for the upcoming fiscal year.

The Fiscal Year 2020 budget is presented by fund. The fund categories include:

<u>Governmental Funds:</u>

- General Fund
- General Fund Capital Projects Fund
- Building Inspection Services Fund
- Road and Bridge Fund
- Police Confiscation Fund
- Debt Service Fund

READER'S GUIDE (CONTINUED)

Proprietary Funds:

- Water and Sewer Utility Fund
- Water and Sewer Utility Fund Capital Projects Fund
- Parking Lot Fund
- Stormwater Fund

In each of these funds, there is a summary sheet of the revenues and expenditures/expenses and fund balance. Then there is revenue and expenditure/expense detail.

The General Fund section also highlights the departments and divisions within that fund. More detailed information is provided in each Fund, by department/division, and other fund summaries.

The department budget presentations consist of a narrative description and a summary of personnel information. The departmental budget section consists of the department's costs by summary categories (personnel services, operating expenditure/expense, and departmental capital) and in detail. Non-operating costs (general debt payments and inter-fund transfers) are also shown in the budget sections, when appropriate. It should be noted that this year's budget includes a page for each division (footnotes), which provide insightful detail as to how each expense category is to be spent.

The capital projects sections represent those projects which will improve the effectiveness of the delivery of City services and/or the enhancement of the community's quality of life. Information included for these funds consist of a summary of the requests, a table of current year recommended appropriations, a five-year capital improvement schedule, and a description of each of the projects. Funding sources for the recommended projects are also identified.

Copies of this document are available for review upon request at the City Clerk's Office. In addition, this document is available for download through the City website at: www.coopercityfl.org. Staff is available to assist in understanding the budget document at **SWALKER@COOPERCITYFL.ORG** or **SBLEIWEISS@COOPERCITYFL.ORG** or at 9090 SW 50 Place, Cooper City, FL 33328.

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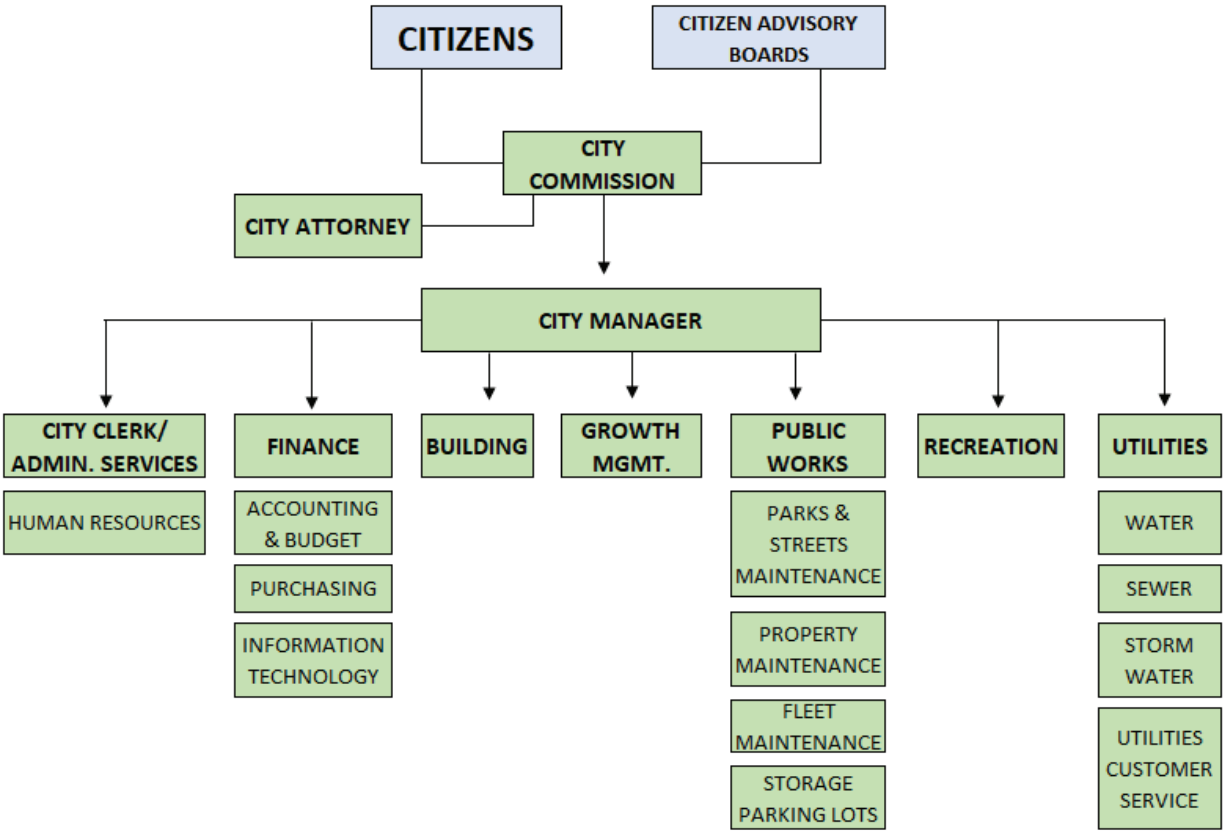
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CITY OF COOPER CITY ORGANIZATION CHART





City of Cooper City
Mayor and City Commission

MAYOR
Greg Ross

COMMISSIONER
James C. Curran

COMMISSIONER
Jeff Green

COMMISSIONER
Howard Meltzer

COMMISSIONER
Massimo 'Max' Pulcini



The City of Cooper City: 1959 and Beyond

Historical Information

Cooper City, Florida, incorporated in 1959, is located in the southwestern part of Broward County in the southeastern region of the state. It is a bedroom community anticipating minimal future population growth. Cooper City was founded by Morris Cooper in 1959 in what was meant to bring people to this new area "in the Everglades." In 1959, developers began purchasing land in Cooper City and built 120 homes on the original 691-acre site. Soon after these homes were built, Cooper invested in the construction of the Cooper Colony Golf and Country Club, which still stands today. Along with the golf course, Cooper decided to begin the Cooper City Water and Sewage Company, which exists today as the City's Utilities Department. Today, the City has grown into a highly desirable, diverse residential community sought out by families of all ages. The City is known for its tree lined streets, outstanding parks and recreation programs, and superior schools.

Cooper City occupies a land area of eight square miles with a population of 33,984. The City is empowered by State statute to extend its corporate limits by annexation, which occurs periodically when deemed appropriate by the City Commission.

Government Structure

The City currently operates under the Commission-Manager form of government. Policy-making and legislative authority are vested in a City Commission consisting of the Mayor and four Commissioners. The City Commission is responsible, among other things, for passing ordinances, adopting the budget, appointing committees, and hiring both the City Manager and City Attorney. The City Manager is responsible for carrying out the policies and ordinances of the Commission, for overseeing the day-to-day operations of the government, and for appointing the heads of the various departments. The Commission is elected on a non-partisan basis. Commissioners serve four-year staggered terms, with two Commission members elected every two years. The Mayor is elected to serve a four-year term. The four Commissioners are elected at large to each represent one of four districts within the City. The Mayor is elected at large.

The City provides a full range of services, including police, code compliance, and fire protection through a contract with the Broward Sheriff's Office (BSO); the construction and maintenance of streets and other infrastructure; water and sewer; stormwater; growth management; recreational activities and cultural events. Garbage services are provided through a franchise agreement with a private company.

Financial Stability and Sustainability

The annual budget serves as the foundation for the City's financial planning and control. All City departments are required to submit requests for appropriation to the City Manager. The City Manager then presents a proposed budget to the Commission for review on or before July 1st. The Commission is required to hold public hearings on the proposed budget and to adopt a final budget by no later than September 30, the close of the City's fiscal year. The budget is prepared by fund and department (e.g., Recreation) and monitored at the department level. However, at the City Manager's discretion, actual expenditures may exceed its budget within an individual department. Transfers of appropriations between departments, in excess of 2.5% of total budget, require the approval of the City Commission. Expenditures may not, however, legally exceed their budget at the individual fund level. Only the City Commission can amend the original budget at the fund level once it is adopted.

Mission Statement

To provide excellent services and facilities to support an excellent quality of life for our residents, visitors, and businesses.

Greg Ross, Mayor
James C. Curran, Commissioner
Jeff Green, Commissioner
Howard Meltzer, Commissioner
Max Pulcini, Commissioner
Kathryn Sims, Interim City Manager

September 26, 2019

The Honorable Mayor and Members of the City Commission
City of Cooper City, Florida
9090 SW 50th Place
Cooper City, Florida 33328

Honorable Mayor and Members of the City Commission,

In accordance with Article V, Section 5.02 and Section 5.03 of the City Charter, it is my privilege to submit to you the City of Cooper City's Adopted Budget for Fiscal Year 2020 (FY 2020) and five year Capital Improvement Program. In order to provide consistency and for forecasting purposes, staff has developed a single year adoptable budget together with one projected year (Fiscal Year 2021). A copy of the adopted budget is available for review in the City Clerk's office or a user-friendly electronic copy may be found on the City's website, www.coopercityfl.org.

As part of the preparation of this budget document, two public input meetings were held with the general public in April 2019. Subsequent to those two meetings, two Commission input meetings were held in May 2019. This budget has been developed based on the direction provided during those four meetings. The following summarizes the input and guidance received:

1. Restore the General Fund financial stability
2. Significantly reduce expenditures citywide
3. Provide financial relief and stability to the City's taxpayers
4. Public safety is of paramount importance
5. Continue the maintenance and preservation of the City's physical assets to ensure they continue to be a source of pride, recreation and enjoyment to the community
6. Continue to provide excellent services to the residents.

Budget Strategy

Financial Stability

In December 2018, the City Commission adopted a fund balance policy that set forth a minimum fund balance for the General Fund that is equal to two (2) months of general fund expenditures. In addition, the policy requires the City Manager to restore the fund balance to minimum within a three-year period. During the preparation of the City's FY 2018 Comprehensive Annual Financial Statement (CAFR), it was determined that the City did not meet the minimum fund balance policy based on the FY 2019 budget adoption. City Staff began a comprehensive review of FY 2019 budget, expenditures/expenses, cost allocations, and approved projects within the budget. City Staff prepared a Cost Recovery Plan that removed the use of fund balance in FY 2019 and indicates the General

Fund's projected ending fund balance will be $6.0 million, a $3.4 million improvement to the FY 2019 opening balance of $2.6 million. (This disregards any FEMA Hurricane Irma reimbursements that may be received this year. The City may receive up to $3.0 million of reimbursements over time, of which $0.2 million has already been obligated by the government, but not yet received; and excludes any effect of the EMS Allowance policy currently being reviewed). Based on the City's Cost Recovery Plan, the City is projected to be slightly less than the minimum required fund balance for the General Fund by the end of FY 2019. This two-year fund balance improvement demonstrates the forward movement of the City towards financial stability.

Expenditure Reduction

The originally adopted FY 2019 budget authorized Citywide expense/expenditures of $55.5 million, excluding interfund loans, repayments and transfers. In accordance with City policies, the budget was then amended to bring in previously approved projects and encumbered purchase orders, resulting in an amended Citywide expense/expenditure budget of $66.4 million. At Commission guidance and direction, the Cost Recovery Plan for FY 2019 expense/expenditures are forecasted to be $58.6 million, a $7.8 million improvement. This guidance is further adhered to in the adopted FY 2020 budget where Citywide expense/expenditures of $52.3 million reflect a further 10.7% decrease in expense/expenditures. In addition, it should be noted that the amount of project and purchase orders projected to be rolled forward into FY 2020 budget is significantly less than prior years due to the completion of major projects during the year and the cancellation of a number of projects. (All purchases orders are forecasted to be spent in FY 2019. If any remain encumbered at year-end, the City's expense/expenditures forecast will be improved by that amount with a similar improvement in the year-end cash position.)

City-Wide Expense/Expenditure Total
(Excluding Interfund Transfers & Loans)

Fiscal Year Ending	Original Budget	Amended Budget	Forecast
2019	55,491,548	66,413,454	58,601,569
2020	52,324,935	-	-

Personnel services costs represent 21% of the total adopted budget and 19% of the General Fund budget. Health insurance benefit costs are currently budgeted to increase by 9%. In following the Commission direction for a reduction of costs, the following positions have been eliminated.

Eliminated Positions

Department	Position	Cost Savings
Finance	Administrative Specialist	$78,359
Building Inspection Svcs. Department	Administrative Specialist	$60,378
Public Works – Property Maintenance	Journey Electrician	$72,639
Public Works - Property Maintenance	Maintenance Tech II	$41,910

Property Tax Bill Relief

The FY 2020 adopted budget recommends an operating millage rate of 6.8102 mills, which is the rolled-back rate. The rolled-back rate is defined as the rate that will bring in the same amount of property tax revenue as the prior year, and therefore deemed to not be a tax increase. The proposed rate is 5.21% reduction, based on the final tax roll information provided by the Property Appraiser's Office.

Additionally, it was recognized that the current City's fire assessment rates were last changed in FY 2013. At that time, property tax revenue comprised 82.4% of the combined property tax and fire assessment revenue on the average FY 2013 tax bill. In FY 2013, the fire assessment provided funding sufficient to cover 50.9% of the Fire Services expense portion of total Fire Rescue Services. With the fire assessment rate remaining unchanged while property values and millage rates have increased, by FY 2019 the property tax had risen from 82.4% to 87.9% of the total revenue on the average tax bill, and the fire assessment funding of Fire Services expense had fallen from 50.9% to 34.9%. Consequently, property taxes are now subsidizing a greater percentage of Fire Services costs than in FY 2013, meaning that residents with low property taxes are now paying proportionately less for the Fire Services they receive than they had in FY 2013. To begin to restore the prior funding relationship, a Fire Assessment Methodology Study is included in the FY 2020 Adopted Budget to provide new information to improve the equity of the fire assessment impact. However, for FY 2020, the fire assessment rate remains the same as the FY 2019 rate for single family and multi-family residences.

Property Tax/Fire Assessment Ratio

	Property Tax Rate	Fire Assessment	Fire Assessment Coverage of Fire Services Expense
FY 2013	82.4%	17.6%	50.9%
FY 2019	87.9%	12.1%	34.9%
FY 2020 Adopted	87.8%	12.2%	32.0%

Public Safety

Public safety continues to be one of the City's biggest challenges with the BSO contract. For FY 2020, Public Safety, including BSO, is 72.2% of the total General Fund expenditure budget and 130.9% of the property tax revenue budget for FY 2020. Included in the proposal is an increase of $1.8 million for the BSO contract and contributions to the Fire and Police Pension. Negotiations continue but maintenance of public safety continues to be a priority. Also included in the Adopted budget are reductions based on negotiations of approximately $964,000.

Maintenance & Preservation of Physical Assets

The Capital Improvement Plan has been included in a five-year format beginning with FY 2020 and the four (4) years following for planning purposes. The FY 2020 Capital Improvement Plan is funded from a combination of external grant funds and transfers in from the General Fund. Major projects and renovations completed in FY 2019 and earlier have resulted in a substantially reduced capital outlay program. The proposed budgets for Public Works, Utilities and Road & Bridge all reflect continued efforts to ensure the maintenance and preservation of the City's physical assets.

Excellent Services

The City of Cooper City continues to provide and will improve upon the overall quality of the services provided to its residents. The City provides excellent services through the employment of professional, highly competent, and motivated staff members and through partnerships with community organizations.

Fund Analysis

General Fund

As discussed above, the millage rate was reduced to the Rolled Back Rate. As discussed previously, the rolled back rate brings the same amount of property tax revenue as the prior year. Additionally, in the current BSO contract negotiations, BSO's position is that they will no longer pay the annual rent of $356,520 for the use of the police and fire stations with an equal reduction in the cost associated with the BSO contract. Fire assessment rates remain the same as FY 2019. Consequently, overall FY 2020 General Fund funding, including transfers in, increases only $28,028, a 0.1% increase from FY 2019. The City Commission approved an increase in fees charged by the City for items such as lien search fees and charges for recreation programs, etc.

	FY 2017 Actual	FY 2020 Adopted	Increase / (Decrease) FY 2017	Compouund Growth Rate	FY 2020 Mix
City Directly Controlled					
Property Tax	16,323,980	20,246,117	3,922,137	7.4%	
Fire Assessment	2,698,940	2,800,000	101,060	1.2%	
	19,022,920	23,046,117	4,023,197	6.6%	63.1%
Core Stable Revenue					
Other Taxes	2,378,120	2,437,130	59,010	0.8%	
Franchise Fees	2,713,460	2,750,767	37,307	0.5%	
Licenses & Permits	495,100	490,000	(5,100)	-0.3%	
Intergovernmental	4,261,040	4,406,334	145,294	1.1%	
Services	2,122,580	2,155,374	32,794	0.5%	
Judgments, Fines & Forfeitures	250,760	280,000	29,240	3.7%	
Miscellaneous Revenue	280,640	237,000	(43,640)	-5.5%	
	12,501,700	12,756,605	254,905	0.7%	34.9%
Variable Revenue					
State Contrib. - Police, Fire Pensions	195,820	468,620	272,800	33.8%	
Grants	47,150	20,000	(27,150)	-24.9%	
Interest Income	144,120	217,986	73,866	14.8%	
	387,090	706,606	319,516	163.3%	1.9%
Total	31,911,710	36,509,328	4,597,618	4.6%	100.0%

At the Public Input meetings, recommendations were given to return the City's Operating Millage to FY 2017 of 6.3847 mills to develop the FY 2020 budget. The above analysis demonstrates that the only real growth in revenue between FY 2017 and FY 2020 has occurred in the revenues directly controlled by the Commission, property tax and fire assessment, 63.1% of the budgeted FY 2020 revenue.

Approximately 34% comprises core stable revenue which, for the most part isn't directly controlled by the City, and which has a steady growth rate considerably less than even the modest inflation experienced over the past couple years. The third category is variable and while showing substantial growth, constitutes less than 2%.

City of Cooper City, Florida
General Fund Expenditures
FY 2017 vs. FY 2020

Expenditure	FY 2017 Actual	FY 2020 Adopted	Increase / (Decrease)	Compound Growth Rate
Salary	4,005,740	4,074,510	68,770	0.57%
Benefits	2,443,540	2,750,485	306,945	4.02%
Total Personnel	6,449,280	6,824,995	375,715	1.91%
Operating Expense	2,763,000	2,834,275	71,275	0.85%
Capital	756,340	6,700	(749,640)	-79.31%
Transfers Out	2,494,570	792,448	(1,702,122)	-31.77%
	12,463,190	10,458,418	(2,380,487)	-5.68%
Debt Service	-	414,873	414,873	
Contingency	-	266,887	266,887	
Total Expenditures less BSO	12,463,190	11,140,178	(1,698,727)	-3.67%
BSO Contract	22,523,700	25,652,221	3,128,521	4.43%
Total General Fund Expenditure	34,986,890	36,792,399	1,429,794	1.69%
BSO % of Budget	64%	70%		

The depiction above indicates the extreme challenge it would be to provide a level of service expected by the community without reliance on property tax and fire assessment revenue growth.

As indicated, salary growth has been 0.57% per year, demonstrating stable headcount and a pay plan that on net has been in the range of inflation. Benefits show a greater increase, primarily due to increasing health costs.

It should be noted that before consideration of debt service (related to repaying the water-sewer fund loan) and contingency, FY 2020 General Fund expenditures are $2.38 million less than FY 2017, primarily due to significant declines in department capital and CIP expenditure. Even when debt service and contingency are included, FY 2020 expenditures are still $1.69 million lower than FY 2017. As previously discussed, the BSO contract, constituting the majority and increasing percentage of General Fund expenditures, continues to be the primary challenge.

The FY 2019 amended budget approved General Fund expenditures of $40.28 million, including $2.5 million of transfers-out. The FY 2019 forecast is $35.17 million, a $5.11 million improvement, including no transfers-out. The following schedule indicates the challenge of maintaining expenditures at this level for FY 2020.

Special Revenue Funds

Building Inspection Services Fund

Revenue for the Building Inspection Services Fund is a function of the level of development and renovation activity reaching the permitting stage in FY 2020. A series of projects have been identified, including an estimate of each project's probability of reaching the permitting phase has been included in the budgeted revenue. Additionally, at Commission approval, an increase in permitting fee rates will be implemented for some permitting categories on October 1, 2019. This activity, plus an overlay of normal activity from renovations, have been utilized to develop a revenue budget with a growth of $164,493, 15.6% increase from FY 2019. This is approach takes into account the number of projects on the horizon, but still subject to volatility due to the vagaries of the industry and a possible downturn in the economy.

Central to the cost side of this fund is the ability to hire a structural inspector to avoid the necessity of relying on expensive contractors to provide this service. A $30,000 contingency has been included to limit the exposure in the event of problems in identifying a suitable candidate to fill this position.

A Cost Allocation Study was conducted in FY 2019 and fully implemented in the Cost Recovery Plan. The Cost Allocation Plan calls for the Building Inspection Services Fund to transfer $339,292 to the General Fund each year. With the conservative revenue budget being proposed, only an interfund transfer of $275,000 is being budgeted to ensure the General Fund doesn't overly rely on a volatile source of funding.

Road & Bridge Fund

The total budget for the Road & Bridge Fund for FY 2020 is $1,618,000. Funding is comprised of approximately $900,000 of fuel taxes and other State-shared revenue, with any expenditures above this ultimately coming from the General Fund. In the Cost Recovery Plan for FY 2019, approximately $1.6 million was spent from the Road & Bridge Fund fund balance, eliminating the need for General Fund funding. The FY 2020 budget proposes a decrease of expenditures $8,000 less than the FY 2019 forecast. This requires $706,698 in funding from the General Fund, as compared to no General Fund funding in FY 2019. It should be noted that some of the work done by this division is related to infrastructure renewal, allowing the timing of the work to be a little more flexible. Additionally, potential future year funding to be possibly provided by the Broward Metropolitan Planning Organization (MPO) may provide funding for some portion of the infrastructure work programmed for this fund.

Police Confiscation Fund

Police Confiscation fund revenue source is limited to proceeds from police seizures and confiscations and interest revenue. Modest revenue and expenditures have been budgeted for this fund, with ample fund balance available if a need to acquire qualified goods or services arises which exceeds the revenue received by this fund in FY 2020. The Police Confiscation Fund is restricted to equipment, training, and materials for the police division of public safety. This fund can't provide funds to the General Fund or receive funds from the General Fund. As such, it has no impact on the City's overall finances.

Debt Service Fund

Debt Service Fund

The Debt Service Fund was created to account for the General Obligation Revenue Bond, Series 1999, to finance the construction of the police station and sports complex within the City. The repayment of this bond was through Debt Millage with the final debt service paid in FY 2019. As such, this fund will close at the end of FY 2019 with any residual amount transferred to the General Fund.

Capital Projects Fund

General Fund Capital Improvement Program (CIP) Fund

The Capital Improvement budget for FY 2020 is proposed to be $288,000. Grants ($182,250) and other minor sources of funding are available, resulting in only $85,750 required of the General Fund. In addition to a couple of projects related to mitigating potential storm damage, a project for $45,000 is planned to resurface tennis and basketball courts in the City and ensure the safety of our residents that utilize these parks.

Enterprise Funds

Parking (Storage Lot) Fund

Proposed FY 2020 budget for the Parking Lot fund is $127,000. The revenues generated from the City's two (2) storage lots is sufficient to cover operating costs in addition to the contribution of $53,940 to the General Fund per the Cost Allocation Study.

Stormwater Fund

The Stormwater Fund's FY 2020 proposed budget is $482,383 or $2,237,641 less than FY 2019, reflecting a major project (Natalie's Cove Drainage Project) being completed by the close of FY 2019, funded by an external loan. A rate study will be done to establish new rates sufficient to re-establish adequate net position and to ensure adequate revenue coverage for the external loan. Once this project is complete, there are no more significant projects envisioned for the foreseeable future. Per the Cost Allocation plan, the Stormwater fund is intended to contribute $30,300 to the General Fund annually, due to constraints on the revenue forecast, this contribution will not occur in either FY 2019 or FY 2020.

Water-Sewer Fund

The FY 2019 adopted budget is $13,293,629 or $1,368,654 greater than the FY 2019 forecast, with an annual CPI-based rate increase included in the adopted budget. The Water and Sewer Fund is currently seeking a consultant to update the capital improvement master plan and the ten-year financial forecast. In addition to covering normal operating expense, this fund is scheduled to loan the General Fund CIP Fund $1.86 million in FY 2019 (repayable over five years) while providing over $4.62 million of funding to the Water-Sewer CIP Fund to support over $6.7 million of FY 2019 and FY 2020 capital projects done through that fund.

Water-Sewer Capital Improvement Program (CIP) Fund

The proposed budget for FY 2020 of $4.65 million includes the funding of four (4) projects, including the fund of $2.5 million for a wastewater deep injection well project. This is a decrease from FY 2019 where seven (7) projects for approximately $2.3 million were completed using available retained earnings with no funding requirements on the Water-Sewer fund. For FY 2020, $0.7 million of net position remain. Consequently, as discussed previously, the Water-Sewer fund will provide funding of $4.62 million to complete these projects.

Accomplishments

It would be remiss to fail to mention a few of the very significant accomplishments achieved in FY 2019.

● From a financial perspective the City has implemented a cost recovery plan to restore the financial stability and sustainability called into question last fall. As noted, through extensive cost reduction and other appropriate steps, the General Fund fund balance is en route to return to the fund balance policy minimum threshold by the end of FY 2020, attaining the policy goal one year ahead of schedule.

● From a physical infrastructure perspective, the addition of the premier Flamingo West Park is a source of greatly expanded recreation opportunities for the residents as well as source of tremendous pride to the community. The renovation of the Building Department offices and customer areas provides an excellent environment to work with the contractors and residents in addressing their issues. The completion of the Natalies Cove drainage project will provide major drainage improvement to that area of the City.

● The establishment of the Finance Advisory Board, capitalizing on the financial expertise of residents, has been invaluable in identifying areas of financial improvement that will become evident as the FY 2020 budget progresses towards adoption.

● The Utilities Department is approaching the halfway mark in the installation of the digital water meters which not only improve the billing process but also have been extremely well received by the community. These meters provide notification when leaks are occurring and assist staff in addressing customer concerns about water usage, generating significant resident appreciation for this vastly improved service. The implementation of the Utilities Customer Portal now provides the residents with direct access to their accounts and for those having the digital meters, access to their daily usage.

● Through the ongoing efforts of BSO, the City has been selected as one of the ten safest cities in Florida.

• Code Enforcement has made a major step forward with the implementation of an electronic records management system to deal with the massive amounts of paper generated in carrying out their responsibilities.

Outlook

This budget book also includes a FY 2021 outlook to provide an early view as to the City's future financial health. This is provided for information only and isn't part of the budget to be adopted. Assumptions are provided at the beginning of the section and an overview is provided for each fund.

Acknowledgement

In presenting this proposed budget, I would like to acknowledge the tremendous commitment of time, insightfulness and resourcefulness provided by staff in responding to Commission guidance to meet community expectations within the constraints of the current fiscal realities. Additionally, the newly formed Finance Advisory Board is thanked for their efforts to cause the staff to think in new ways in regard to the issues for which they are fiscally and operationally responsible.

Respectfully,

Patrick Lynn
Interim City Manager

Kathryn Sims
Assistant City Manager/City Clerk/Director of Administrative Services

CITYWIDE SUMMARY



DEPARTMENT AND FUND RELATIONSHIPS

GOVERNMENTAL FUNDS

General Fund
- Commission
- Administration
- City Clerk's Office/Admin. Services
- Finance
- Legal
- Boards & Committees
- Non-Departmental
- Growth Management
- BSO Code Enforcement
- **Public Works**
  - Administration
  - Property Maint.
  - Parks & Streets Maint.
  - Fleet Services
- BSO Police
- BSO Fire Rescue
- Recreation

Special Revenue Funds
- Building Inspection Services
- Police Confiscation

Debt Service Fund
- Debt Service

Capital Improvement Fund
- General Fund Capital Improvement



PROPRIETARY FUNDS

Parking Lot Fund
- Parking Facilities

Stormwater Fund
- Stormwater

Water/Sewer Utility Fund
- Water/Sewer Administration
- Water Distribution
- Water Plant
- Wastewater Transmission
- Wastewater Plant
- Customer Service

Water/Sewer CIP Fund
- Water/Sewer Capital Improvement

FUNDS OVERVIEW

General Fund

Purpose: This fund is used to account for all financial transactions, except those required to be accounted for in another fund.

Funding Sources: Revenue is derived primarily from property taxes, utility taxes, franchise fees, State and Federal grants, and other governmental revenue.

Used to fund departmental operations of the following departments: City Commission, Administration, City Clerk, Finance, Legal, Boards & Committees, Non-Departmental, Growth Management, BSO Code Enforcement, Public Works Administration, Property Maintenance, Parks & Streets Maintenance, Fleet Services, BSO Police, BSO Fire, and Recreation.

Building Inspection Services Fund

Purpose: This Special Revenue Fund is used to account for the financial transactions of the Building department.

Funding Sources: Revenue sources are permits, service charges, and interfund transfers.

Used to fund the operations of the Building Department.

Road and Bridge Fund

Purpose: This Special Revenue Fund is used to account for the maintenance of streets and roads.

Funding Sources: Revenue sources are local option taxes from the State, State-shared revenues, and interfund transfers from the General Fund.

Used to fund the maintenance of City streets, bridges, swales, sidewalks, and medians and trees in right-of-ways.

Police Confiscation Fund

Purpose: This Special Revenue Fund provides accountability for assets confiscated from individuals who have committed a crime.

Funding Sources: Revenue source is confiscated property sale proceeds.

Used to acquire equipment and related capital associated with police activities.

Debt Service Fund

Purpose: This fund is used to account for the repayment of the City's general long-term debt.

Funding Sources: Revenue is derived from Ad Valorem taxes.

Used to pay off the City's General Obligation debt with the final payment made in FY 2019.

FUNDS OVERVIEW (CONTINUED)

General Fund Capital Projects Fund

Purpose: This fund is used to account for General Fund major capital improvements.

Funding Sources: Revenue sources are derived from various State and Federal grants, impact fees, and transfers in from the General Fund.

This fund is managed by Public Works and includes projects in support of the following departments: City Commission, Administration, City Clerk, Finance, Non-Departmental, Building, Growth Management, BSO Code Enforcement, Public Works Administration, Property Maintenance, Parks and Streets Maintenance, Fleet Services, BSO Police, BSO Fire, and Recreation.

Parking Lot Fund

Purpose: This fund is used to account for the income and expenses of operating the City's parking facilities.

Funding Sources: Revenue is derived from service charges and user fees.

This fund provides the funding required to maintain and operate the City's vehicle and boat storage lots.

Stormwater Fund

Purpose: This fund is used to account for the income and expenses of the City's stormwater system.

Funding Sources: Revenue sources are service charges and Local and State grants.

This fund provides funding required to maintain and enhance the City's storm drainage system.

Water and Sewer Utility Fund

Purpose: This fund is used to account for the income and expenses of operating the City's water and sewer system.

Funding Sources: Revenue sources are service charges and contributions from private sources or donations.

This fund provides funding to support water production and distribution, wastewater transmission and treatment, and utilities customer service, which includes account management and billing. This fund is also the primary source of funding for Water/Sewer capital projects.

Water/Sewer Capital Improvement Fund

Purpose: This fund is used to account for Water/Sewer major capital improvements.

Funding Sources: Revenue sources are derived from various State and Federal grants, impact fees, and transfers in from the Water and Sewer Utility Fund.

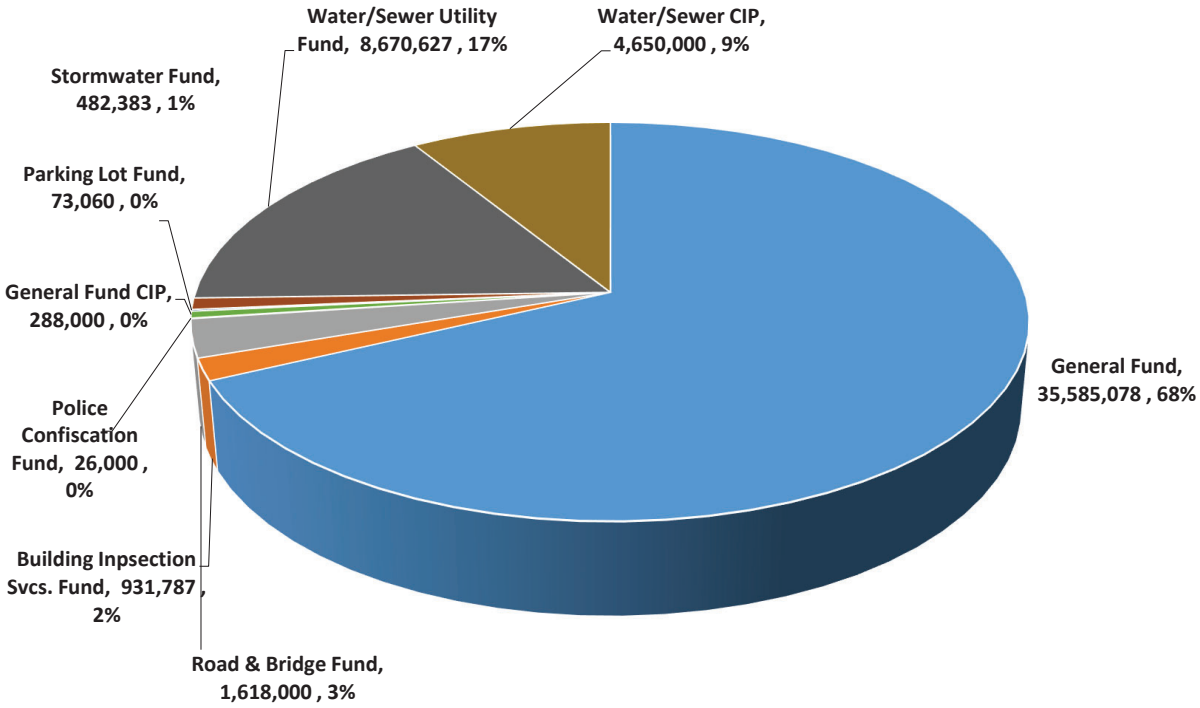
This fund is used to fund major Utility projects.

Citywide Revenue & Expenditure/Expense

$	FY 2018	FY 2019			FY 2020		
	Actuals	Amended Budget	Forecast	Over/ (Under) FY 2019 Budget	Proposed Budget	Adopted Budget	Over/ (Under) FY 2020 Proposed
Revenue							
General Fund	35,675,869	36,481,300	36,618,737	137,437	36,767,896	36,509,328	(258,568)
Building Inspection Svcs. Fund	1,130,720	1,053,670	1,068,000	14,330	1,102,000	1,218,163	116,163
Road & Bridge Fund	904,918	854,000	931,000	77,000	940,000	911,302	(28,698)
Police Confiscation Fund	17,524	-	22,000	22,000	26,000	26,000	-
Debt Service Fund	360,155	295,000	280,000	(15,000)	-	-	-
General Fund CIP	197,898	550,000	1,686,829	1,136,829	202,250	202,250	-
Total Governmental Funds	**38,287,083**	**39,233,970**	**40,606,566**	**1,372,596**	**39,038,146**	**38,867,043**	**(171,103)**
Parking Lot Fund	123,550	118,300	127,400	9,100	127,000	127,000	-
Stormwater Fund	553,997	328,100	617,460	289,360	600,000	600,000	-
Water/Sewer Utility Fund	11,861,367	11,813,700	12,407,000	593,300	12,895,728	12,895,728	-
Water/Sewer Ren. & Rep.	357,497	-	-	-	-	-	-
Water/Sewer CIP	66,060	-	155,000	155,000	27,000	27,000	-
Total Proprietary Funds	**12,962,471**	**12,260,100**	**13,306,860**	**1,046,760**	**13,649,728**	**13,649,728**	**-**
Total All Funds	**51,249,554**	**51,494,070**	**53,913,426**	**2,419,356**	**52,687,874**	**52,516,771**	**(171,103)**
Interfund Loan	**-**	**-**	**1,860,000**	**1,860,000**	**414,873**	**414,873**	**-**
Total Transfers In	**8,003,263**	**5,525,660**	**1,971,026**	**(3,109,634)**	**6,733,493**	**5,744,388**	**(989,105)**
Total Funding	**59,252,817**	**57,019,730**	**57,744,452**	**1,169,722**	**59,836,240**	**58,676,032**	**(1,160,208)**
Expenditure/Expense							
General Fund	37,401,745	37,770,115	35,164,469	(2,605,646)	37,088,776	35,585,078	(1,503,698)
Building Inspection Svcs. Fund	905,740	1,182,430	919,942	(262,488)	946,460	931,787	(14,673)
Road & Bridge Fund	1,461,879	1,898,986	1,626,000	(272,986)	1,618,000	1,618,000	-
Police Confiscation Fund	93,700	100,651	24,000	(76,651)	31,000	26,000	(5,000)
Debt Service Fund	375,810	295,000	204,866	(90,134)	-	-	-
General Fund CIP	6,226,465	8,689,438	6,990,667	(1,698,771)	448,000	288,000	(160,000)
Total Governmental Funds	**46,465,338**	**49,936,620**	**44,929,944**	**(5,006,676)**	**40,132,236**	**38,448,865**	**(1,683,371)**
Parking Lot Fund	64,259	81,300	88,643	7,343	73,060	73,060	-
Stormwater Fund	778,017	2,748,642	2,722,024	(26,618)	484,532	482,383	(2,149)
Water/Sewer Utility Fund	8,201,265	9,258,773	8,490,300	(768,473)	9,228,666	8,670,627	(558,039)
Water/Sewer Ren. & Rep.	280,590	-	-	-	-	-	-
Water/Sewer CIP	6,200,120	4,450,831	2,290,374	(2,160,457)	4,850,000	4,650,000	(200,000)
Total Proprietary Funds	**15,524,251**	**16,539,546**	**13,591,341**	**(2,948,205)**	**14,636,258**	**13,876,070**	**(760,188)**
Total All Funds	**61,989,589**	**66,476,166**	**58,521,285**	**(7,954,881)**	**54,768,494**	**52,324,935**	**(2,443,559)**
Interfund Loan Payment	**-**	**-**	**1,860,000**	**1,860,000**	**414,873**	**414,873**	**-**
Total Transfers Out	**8,003,263**	**5,525,660**	**1,971,026**	**(3,554,634)**	**6,733,493**	**5,744,388**	**(989,105)**
Total Expenditure/Expense	**69,992,852**	**72,001,826**	**62,352,311**	**(9,649,515)**	**61,916,860**	**58,484,196**	**(3,432,664)**
Over/(Under)	**(10,740,035)**	**(14,982,096)**	**(4,607,859)**	**10,374,237**	**(2,080,620)**	**191,836**	**2,272,456**
Total Expenditure/Expense	**59,252,817**	**57,019,730**	**57,744,452**	**724,722**	**59,836,240**	**58,676,032**	**(1,160,208)**

Citywide Expenditure/Expense

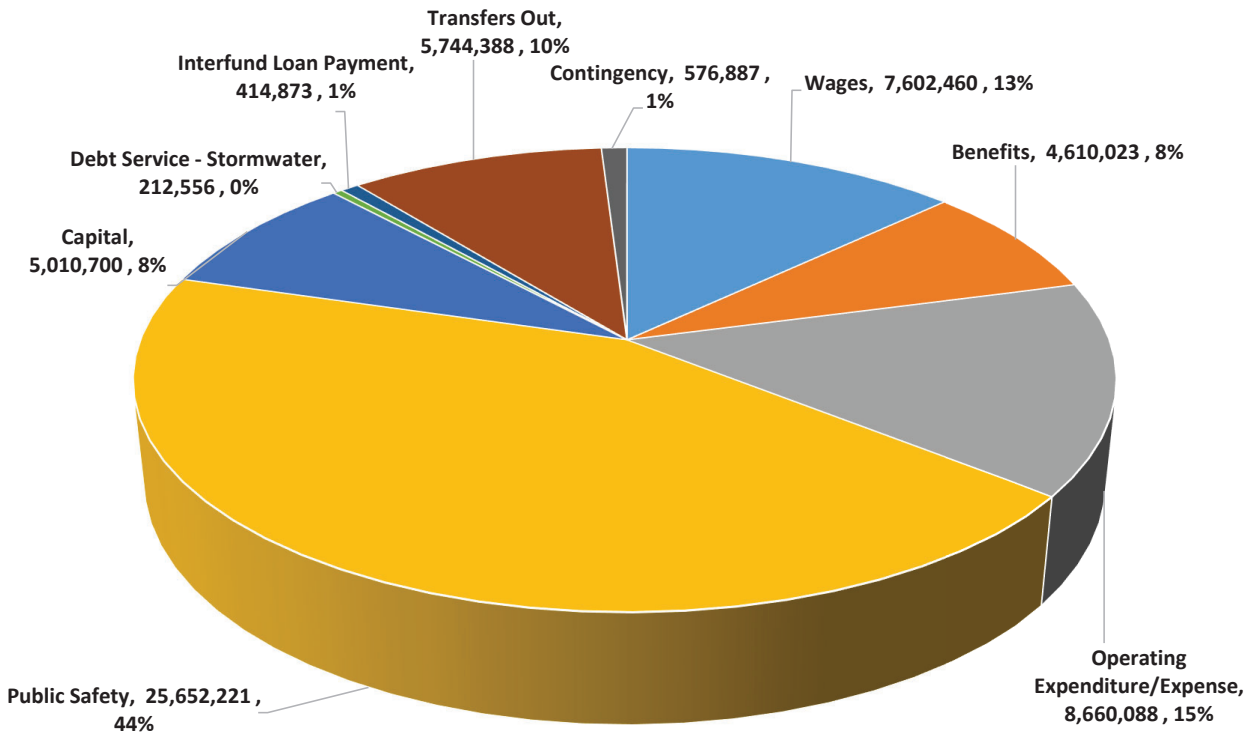
Citywide Expenditure/Expense by Fund Excluding Transfers Out FY 2020 ($)



Citywide Expenditure/Expense

$	FY 2018	FY 2019			FY 2020		
	Actuals	Amended Budget	Forecast	Over/ (Under) FY 2019 Budget	Proposed Budget	Adopted Budget	Over/ (Under) FY 2020 Proposed
Personnel Services							
Wages	7,666,172	7,963,259	7,453,907	(509,352)	7,834,242	7,602,460	(231,782)
Benefits	4,805,618	4,837,250	4,562,460	(274,790)	4,879,844	4,610,023	(269,821)
Total Personnel Services	**12,471,790**	**12,800,509**	**12,016,367**	**(784,142)**	**12,714,086**	**12,212,483**	**(501,603)**
Operating Expenditure/Expense	8,315,423	9,453,627	8,613,195	(840,432)	8,739,703	8,660,088	(79,615)
Hurricane Expense	3,590,929	-	32,375	32,375	-	-	-
Public Safety (Including BSO Contract)	23,736,550	26,125,600	24,838,080	(1,287,520)	26,638,249	25,652,221	(986,028)
Capital	13,415,637	16,543,119	12,276,346	(4,266,773)	5,848,900	5,010,700	(838,200)
Debt Service - Stormwater	415,405	507,600	417,422	(90,178)	212,556	212,556	-
Interfund Loan Payment	-	-	1,860,000	1,860,000	414,873	414,873	-
Transfers Out	8,003,263	5,525,660	1,971,026	(3,554,634)	6,733,493	5,744,388	(989,105)
Contingency	43,855	1,045,711	327,500	(718,211)	615,000	576,887	(38,113)
Total Expenditure/Expense	**69,992,852**	**72,001,826**	**62,352,311**	**(9,649,515)**	**61,916,860**	**58,484,196**	**(3,432,664)**

Citywide Category of Expenditure/Expense FY 2020 ($)



Position Summary

Department Name	FY 2018			FY 2019			FY 2020 Proposed			FY 2020 Final		
	FT	Comm	Other	FT	Comm	Other	FT	Comm	Other	FT	Comm	Other
City Commission	1.00	5.00	-	1.00	5.00	-	1.00	5.00	-	1.00	5.00	-
Administration	3.00	-	-	3.00	-	-	3.00	-	-	3.00	-	-
City Clerk's Office	5.00	-	-	5.00	-	-	5.00	-	-	5.00	-	-
Finance[1]	8.00	-	-	10.00	-	-	9.00	-	-	8.00	-	-
Growth Management	2.00	-	-	2.60	-	-	2.60	-	-	2.60	-	-
Public Works[2]	25.00	-	5.00	25.00	-	6.00	24.00	-	6.00	23.00	-	6.00
Recreation	12.00	-	43.00	12.00	-	43.00	12.00	-	43.00	12.00	-	43.00
Total General Fund*	**56.00**	**5.00**	**48.00**	**58.60**	**5.00**	**49.00**	**56.60**	**5.00**	**49.00**	**54.60**	**5.00**	**49.00**
Total Full Time Equivalent	**56.00**	**N/A**	**15.20**	**58.60**	**N/A**	**16.00**	**56.60**	**N/A**	**16.00**	**54.60**	**N/A**	**12.92**
*Excludes Broward Sheriff's Office - Code Enforcement, Police, and Fire												
Building Insp. Svcs. Fund[3]	8.00	-	6.00	7.40	-	6.00	6.40	-	6.00	5.40	-	3.00
Total Special Revenue Fund	**8.00**	**-**	**6.00**	**7.40**	**-**	**6.00**	**6.40**	**-**	**6.00**	**5.40**	**-**	**3.00**
Total Full Time Equivalent	**8.00**	**-**	**1.20**	**7.40**	**-**	**1.20**	**6.40**	**-**	**1.20**	**5.40**	**-**	**0.80**
Stormwater Fund	1.00	-	-	1.00	-	-	1.00	-	-	1.00	-	-
Water/Sewer Utility Fund	42.00	-	2.00	42.00	-	2.00	42.00	-	2.00	42.00	-	2.00
Total Proprietary Funds	**43.00**	**-**	**2.00**	**43.00**	**-**	**2.00**	**43.00**	**-**	**2.00**	**43.00**	**-**	**2.00**
Total Full Time Equivalent	**43.00**	**-**	**1.40**	**43.00**	**-**	**1.40**	**43.00**	**-**	**1.40**	**43.00**	**-**	**1.25**
Total Staff All Funds	**107.00**	**5.00**	**56.00**	**109.00**	**5.00**	**57.00**	**106.00**	**5.00**	**57.00**	**103.00**	**5.00**	**54.00**
Total Full Time Equivalent	**107.00**	**N/A**	**17.80**	**109.00**	**N/A**	**18.60**	**106.00**	**N/A**	**18.60**	**103.00**	**N/A**	**14.97**
BSO - Code Enforcement	3.00	-	-	3.00	-	-	4.00	-	-	4.00	-	-
BSO - Police	74.00	-	-	74.00	-	-	73.00	-	-	73.00	-	-
BSO - Fire	55.00	-	-	55.00	-	-	55.00	-	-	55.00	-	-
Total Public Safety (Contract)	**132.00**	**-**	**-**	**132.00**	**-**	**-**	**132.00**	**-**	**-**	**132.00**	**-**	**-**
Total Staff & Public Safety	**239.00**	**5.00**	**56.00**	**241.00**	**5.00**	**57.00**	**238.00**	**5.00**	**57.00**	**235.00**	**5.00**	**54.00**
Total Full Time Equivalent	**239.00**	**N/A**	**17.80**	**241.00**	**N/A**	**18.60**	**238.00**	**N/A**	**18.60**	**235.00**	**N/A**	**14.97**

FY 2020 Position Changes:

- Administration - Senior Administrative Specialist / Public Information Officer Converted To Senior Administrative Specialist
- [1]Finance - Eliminated Administrative Specialist
- Finance - Accounting Technician Converted To Budget Analyst
- [2]PW - Property Maintenance - Eliminated Journey Electrician in FY 2020 Proposed Budget & Eliminated Maintenance Technician II in FY 2020 Final Budget
- [3]Building - Eliminated Administrative Specialist
- Customer Service - Customer Service Representative II Converted To Customer Service Rep. III
- Wastewater Plant - Plant Operator Trainee converted to Plant Operator

GENERAL FUND OVERVIEW

General Fund Revenue & Expenditure

$	FY 2018	FY 2019			FY 2020		
	Actuals	Amended Budget	Forecast	Over/ (Under) FY 2019 Budget	Proposed Budget	Adopted Budget	Over/ (Under) FY 2020 Proposed
Funding							
Revenue	35,675,869	36,481,300	36,618,737	137,437	36,767,896	36,509,328	(258,568)
Transfer In							-
Building Inspection Svcs. Fund	-	-	339,292	339,292	214,188	275,000	60,812
Parking Lot Fund	37,000	37,000	57,059	20,059	57,059	53,940	(3,119)
Stormwater Fund	30,330	30,300	-	(30,300)	-	-	-
Water/Sewer Utility Fund	1,223,090	1,000,000	1,574,675	574,675	1,574,675	-	(1,574,675)
Total Funding	**36,966,289**	**37,548,600**	**38,589,763**	**1,041,163**	**38,613,818**	**36,838,268**	**(1,775,550)**
Expenditure							
Wages	4,207,957	4,397,140	4,029,408	(367,732)	4,246,411	4,074,510	(171,901)
Benefits	2,733,917	2,991,730	2,780,363	(211,367)	2,961,023	2,750,485	(210,538)
Total Personnel Services	**6,941,873**	**7,388,870**	**6,809,771**	**(579,099)**	**7,207,434**	**6,824,995**	**(382,439)**
Operating Expense	2,679,898	3,252,621	2,823,072	(429,549)	2,924,593	2,834,275	(90,318)
Departmental Capital	451,499	726,972	386,171	(340,801)	18,500	6,700	(11,800)
Hurricane Expense	3,590,929	-	32,375	32,375	-	-	-
Public Safety (Inc. BSO Contract)	23,736,550	26,125,600	24,838,080	(1,287,520)	26,638,249	25,652,221	(986,028)
Interfund Loan Payment	-	-	-	-	414,873	414,873	-
Contingency	995	276,053	275,000	(1,053)	300,000	266,887	(33,113)
Transfer Out							
Building Inspection Svcs. Fund	35,923	125,860	-	(125,860)	-	-	-
Road & Bridge Fund	799,920	445,000	-	(445,000)	632,235	706,698	74,463
General Fund CIP	3,850,000	1,935,000	-	(1,935,000)	208,635	85,750	(122,885)
Total Expenditure	**42,087,587**	**40,275,975**	**35,164,469**	**(5,111,506)**	**38,344,519**	**36,792,399**	**(1,552,120)**
Over/(Under)	**(5,121,299)**	**(2,727,375)**	**3,425,294**	**6,152,669**	**269,299**	**45,869**	**(223,430)**
Fund Balance							
Opening Balance	7,713,965	2,593,940	2,593,940	-	6,018,674	6,018,674	-
Over/(Under)	(5,120,025)	(2,727,375)	3,425,294	6,152,669	269,299	45,869	(223,430)
Closing Balance	2,593,940	(133,435)	6,018,674	6,152,109	6,287,973	6,064,543	(223,430)

Property Tax - Fire Assessment Mix

Since FY 2013 - Property Tax Increasing Subsidization Of Fire Service Costs

		Mix
FY 2013 (Actual)		
Property Tax		
Millage Rate (Mills)	5.6868	
Tax Base ($B)	2.057	
Property Tax Revenue ($)	11,697,551	82.4%
Fire Assessment		
Single Family Residence ($)	161.28	
Fire Assessment Revenue ($)	2,489,921	17.6%
Total Property Tax & Fire Assement	14,187,472	
Fire Assessment To Expense %		
Fire Service Expense (1)	4,895,820	
Fire Assessment Revenue % Of Expense	50.9%	
FY 2019 (Forecast)		
Property Tax		
Millage Rate (Mills)	7.1347	
Tax Base ($B)	2.962	
Property Tax Revenue ($)	20,260,004	87.9%
Fire Assessment		
Single Family Residence ($)	161.28	
Fire Assessment Revenue ($)	2,800,000	12.1%
Total Property Tax & Fire Assement	23,060,004	
Fire Assessment To Expense %		
Fire Service Expense (1)	8,016,375	
Fire Assessment Revenue % Of Expense	34.9%	
FY 2020 (Adopted Budget)		
Property Tax		
Millage Rate (Mills)	6.8102	
Tax Base ($B)	3.097	
Property Tax Revenue ($)	20,224,117	87.8%
Fire Assessment		
Single Family Residence ($)	161.28	
Fire Assessment Revenue ($)	2,800,000	12.2%
Total Property Tax & Fire Assement	23,024,117	
Fire Assessment To Expense %		
Fire Service Expense (1)	8,752,581	
Fire Assessment Revenue % Of Expense	32.0%	

(1) Fire Service Expense Estimated At 75% Of Total Fire-Rescue Expense In FY 2012 Fire Assessment Study

Fiscal Year 2020 Millage Maximums and Related Information (Based on Certified Assessment Information)					
Millage Name	**Votes Required**	**Operating Millage**	**Total Net Revenue***	**Net Revenue Change From Proposed Rate**	**FY 2020 Property Tax Increase On $169,430 Taxable Value****
FY 2020 Roll-Back Rate	3	6.8102	20,224,117	-	(24.74)
Maximum Majority Vote	3	7.0423	20,913,380	689,263	12.97
Maximum Two-Thirds Majority Vote	4	7.7465	23,004,629	2,780,512	127.39
Maximum - Unanimous Or Referendum	5	10.0000	29,696,803	9,472,686	493.56
FY 2019 Adopted Rate	4	7.1347	20,260,004	35,887	27.98
FY 2020 Adopted Rate	3	6.8102	20,224,117	-	(24.74)

* Net Of Early Payment Discounts & Value Adjustment Board Adjustments. Excludes Interest & Delinquent Payments. FY 2019 Revenue Is A Forecast

** Mean Taxable Valuation Of 9,605 Homesteaded Single Family Residence. Had A FY 19 Taxable Valuation Of $165,340 And A FY 2019 Millage Rate Of 7.1347 Mills

Broward County Municipal Total Millage Rate

	FY 2019			
	Rank	Operating Millage	Debt Millage	Total Millage
Weston	1	3.3464	0.0000	3.3464
Hillsboro Beach	2	3.5000	0.0000	3.5000
Lauderdale By The Sea	3	3.5989	0.0000	3.5989
Lighthouse Point	4	3.5893	0.1730	3.7623
Fort Lauderdale	5	4.1193	0.0640	4.1833
Parkland	6	4.4000	0.0000	4.4000
Lazy Lake	7	4.7940	0.0000	4.7940
Southwest Ranches	8	4.8311	0.0000	4.8311
Pompano Beach	9	5.1361	0.4663	5.6024
Oakland Park	10	5.9985	0.0000	5.9985
Davie	11	5.6270	0.3851	6.0121
Coral Springs	12	5.8732	0.2652	6.1384
Pembroke Pines	13	5.6736	0.4683	6.1419
Dania Beach	14	5.9998	0.1760	6.1758
Plantation	15	5.8000	0.4622	6.2622
Sunrise	16	6.0543	0.3007	6.3550
Wilton Manors	17	5.9587	0.4711	6.4298
Deerfield Beach	18	6.1267	0.3740	6.5007
Coconut Creek	19	6.5378	0.0000	6.5378
Hallandale Beach	20	6.3191	0.4162	6.7353
Margate	21	6.5594	0.4999	7.0593
Miramar	22	7.1172	0.0000	7.1172
Cooper City - FY 19	23	7.1347	0.0996	7.2343
Sea Ranch Lakes	24	7.2500	0.0000	7.2500
Tamarac	25	7.2899	0.0000	7.2899
North Lauderdale	26	7.4000	0.0000	7.4000
Hollywood	27	7.4665	0.2327	7.6992
Pembroke Park	28	8.5000	0.0000	8.5000
West Park	29	8.6500	0.0000	8.6500
Lauderdale Lakes	30	8.6000	1.0950	9.6950
Lauderhill	31	7.9898	1.9464	9.9362

	FY 2020 - Proposed			
	Rank	Operating Millage	Debt Millage	Total Millage
Weston	1	3.3464	0.0000	3.3464
Hillsboro Beach	2	3.4374	0.0000	3.4374
Lauderdale By The Sea	3	3.6873	0.0000	3.6873
Lighthouse Point	4	3.5893	0.1730	3.7623
Fort Lauderdale	5	4.1193	0.2373	4.3566
Parkland	6	4.4000	0.0000	4.4000
Southwest Ranches	8	4.2125	0.4439	4.6564
Lazy Lake	7	4.7940	0.0000	4.7940
Pompano Beach[1]	9	5.1875	0.4451	5.6326
Davie	11	5.6270	0.2853	5.9123
Oakland Park	10	6.0880	0.0000	6.0880
Pembroke Pines	13	5.6736	0.4464	6.1200
Coral Springs	12	5.8732	0.2534	6.1266
Dania Beach	14	5.9998	0.1690	6.1688
Wilton Manors	17	6.0580	0.1758	6.2338
Plantation	15	5.8000	0.4364	6.2364
Sunrise	16	6.0543	0.3007	6.3550
Deerfield Beach	18	6.0018	0.3542	6.3560
Coconut Creek	19	6.5378	0.0000	6.5378
Cooper City - FY 20	21	6.8102	0.0000	6.8102
Miramar	23	7.1172	0.0000	7.1172
Sea Ranch Lakes	24	7.2500	0.0000	7.2500
Tamarac	25	7.2899	0.0000	7.2899
North Lauderdale	26	7.4000	0.0000	7.4000
Hallandale Beach	20	7.0000	0.4162	7.4162
Margate	22	7.1171	0.6495	7.7666
Hollywood	27	7.4665	0.4561	7.9226
Pembroke Park	28	8.5000	0.0000	8.5000
West Park	29	8.5000	0.0000	8.5000
Lauderhill	31	8.9898	0.0000	8.9898
Lauderdale Lakes	30	8.6000	1.0950	9.6950

Broward County Municipal Residential Fire Assessments

	FY 2019		
	FY 2019 Rank	Single Family Residence	Multi Family Residence
Hillsboro Beach	1	0.00	0.00
Lazy Lake	2	0.00	0.00
Pembroke Park	3	0.00	0.00
Plantation	4	0.00	0.00
Sea Ranch Lakes	5	0.00	0.00
Lighthouse Point	6	120.34	120.34
Lauderdale By The Sea	7	129.85	129.85
Cooper City	8	161.28	161.28
Deerfield Beach	9	175.00	175.00
Coconut Creek	10	177.79	160.03
Oakland Park	11	199.00	199.00
Coral Springs	12	200.00	215.00
Davie	13	206.00	206.00
Sunrise	14	209.50	209.50
Pompano Beach	15	210.00	210.00
North Lauderdale	16	215.00	365.00
Wilton Manors	17	219.72	219.72
Dania Beach	18	223.75	223.75
Parkland	19	250.00	250.00
Hallandale Beach	20	251.11	251.11
Fort Lauderdale	21	256.00	256.00
Pembroke Pines	22	271.75	271.75
Hollywood	23	285.00	285.00
Margate	24	300.00	300.00
Lauderdale Lakes	25	333.84	402.35
Tamarac	26	350.00	350.00
Miramar	27	398.23	398.23
West Park	28	447.86	447.86
Weston	29	448.21	460.76
Lauderhill	30	488.00	488.00
Southwest Ranches	31	543.65	543.65

	FY 2020 - Proposed		
	Prelim FY 2020 Rank	Single Family Residence	Multi Family Residence
Hillsboro Beach	1	0.00	0.00
Lazy Lake	2	0.00	0.00
Pembroke Park	3	0.00	0.00
Plantation	4	0.00	0.00
Sea Ranch Lakes	5	0.00	0.00
Lauderdale By The Sea	6	129.85	129.85
Lighthouse Point	7	134.50	134.50
Cooper City	8	161.28	161.28
Coconut Creek	9	181.35	163.23
Oakland Park	10	199.00	199.00
Davie	11	206.00	206.00
Wilton Manors	12	216.09	216.09
Pompano Beach	13	220.00	220.00
Dania Beach	14	223.75	223.75
Coral Springs	15	227.82	227.82
North Lauderdale	16	228.00	388.00
Sunrise	17	229.50	229.50
Deerfield Beach	18	235.00	235.00
Parkland	19	250.00	250.00
Hallandale Beach	20	265.06	265.06
Pembroke Pines	21	282.38	282.38
Hollywood	22	285.00	285.00
Margate	23	300.00	300.00
Fort Lauderdale	24	311.00	311.00
Lauderdale Lakes	25	333.84	402.35
Tamarac	26	350.00	350.00
Miramar	27	398.23	398.23
West Park	28	447.86	447.86
Weston	29	472.76	485.97
Lauderhill	30	488.00	488.00
Southwest Ranches	31	543.65	543.65

General Fund Revenue

$	FY 2018	FY 2019			FY 2020		
	Actuals	Amended Budget	Forecast	Over/ (Under) FY 2019 Budget	Proposed Budget	Adopted Budget	Over/ (Under) FY 2020 Proposed
Funding Summary							
Property Tax*	19,313,288	20,108,800	20,290,004	181,204	20,246,117	20,246,117	-
Fire Assessment	2,792,885	2,800,000	2,800,000	-	3,142,900	2,800,000	(342,900)
Other Taxes	2,445,988	2,380,000	2,413,000	33,000	2,437,130	2,437,130	-
Franchise Fees	2,681,821	2,889,100	2,718,700	(170,400)	2,750,767	2,750,767	-
Licenses & Permits	539,142	656,500	494,547	(161,953)	490,000	490,000	-
Grants	49,330	165,000	15,000	(150,000)	15,000	20,000	5,000
State Contribution	508,125	567,000	468,620	(98,380)	468,620	468,620	-
Intergovernmental	4,409,665	4,331,100	4,417,246	86,146	4,477,002	4,406,334	(70,668)
Charges for Services	2,377,385	2,007,800	2,332,120	324,320	2,005,374	2,155,374	150,000
Judgments, Fines & Forfeitures	220,205	235,000	270,000	35,000	280,000	280,000	-
Miscellaneous Income	236,095	241,000	209,500	(31,500)	237,000	237,000	-
Interest Income	101,940	100,000	190,000	90,000	217,986	217,986	-
Total Revenue	**35,675,869**	**36,481,300**	**36,618,737**	**137,437**	**36,767,896**	**36,509,328**	**(258,568)**
Property Tax							
Ad Valorem Taxes	19,287,960	20,078,800	20,260,004	181,204	20,224,117	20,224,117	-
Ad Valorem Taxes-Delinquent	5,016	10,000	8,000	(2,000)	7,000	7,000	-
Ad Valorem Taxes-Interest & Penalty	20,311	20,000	22,000	2,000	15,000	15,000	-
Total Property Tax	**19,313,288**	**20,108,800**	**20,290,004**	**181,204**	**20,246,117**	**20,246,117**	**-**
Fire Assessment							
Public Safety-Fire Assessment Fee	2,792,885	2,800,000	2,800,000	-	3,142,900	2,800,000	(342,900)
Total Fire Assessment	**2,792,885**	**2,800,000**	**2,800,000**	**-**	**3,142,900**	**2,800,000**	**(342,900)**
Other Taxes							
Utility Service Tax-Electricity	2,387,307	2,350,000	2,360,000	10,000	2,383,600	2,383,600	-
Utility Service Tax-Other	58,680	30,000	53,000	23,000	53,530	53,530	-
Total Other Taxes	**2,445,988**	**2,380,000**	**2,413,000**	**33,000**	**2,437,130**	**2,437,130**	**-**
Franchise Fees							
Franchise Fee-Electricity	1,803,642	1,950,000	1,815,000	(135,000)	1,833,000	1,833,000	-
Franchise Fee-T Mobile	60,481	67,000	69,700	2,700	72,140	72,140	-
Franchise Fee-Spectrasite	52,304	52,100	57,000	4,900	55,415	55,415	-
Franchise Fee-Nextel	59,478	62,000	56,900	(5,100)	59,176	59,176	-
Franchise Fee-Crown Castle	130,519	135,000	137,000	2,000	142,480	142,480	-
Franchise Fee-Solid Waste	495,499	535,500	500,000	(35,500)	505,000	505,000	-
Franchise Fee-Recycling	45,288	50,000	45,600	(4,400)	46,056	46,056	-
Franchise Fee-Towing	34,609	37,500	37,500	-	37,500	37,500	-
Total Franchise Fees	**2,681,821**	**2,889,100**	**2,718,700**	**(170,400)**	**2,750,767**	**2,750,767**	**-**
Licenses & Permits							
Local Business Tax Receipts	526,722	610,400	490,000	(120,400)	490,000	490,000	-
Building Permits-Structural	5,790	4,000	1,209	(2,791)	-	-	-
Building Permits-Technology Fee	6,630	-	3,338	3,338	-	-	-
Building Permits-New Construction	-	42,100	-	(42,100)	-	-	-
Total Licenses & Permits	**539,142**	**656,500**	**494,547**	**(161,953)**	**490,000**	**490,000**	**-**

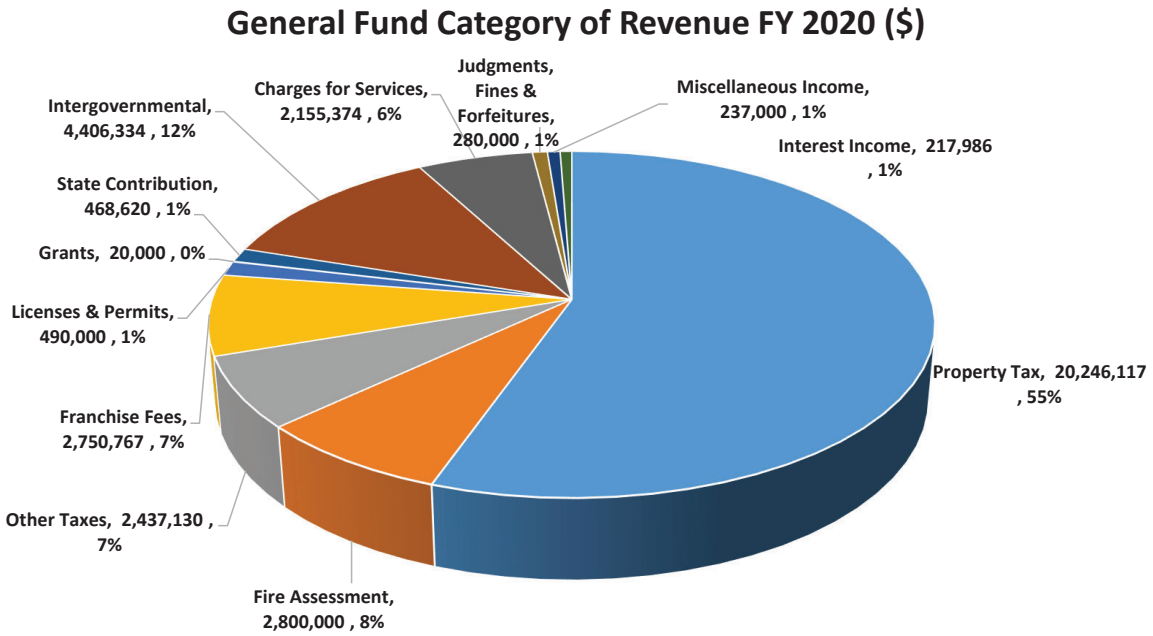
General Fund Revenue

$	FY 2018	FY 2019			FY 2020		
	Actuals	Amended Budget	Forecast	Over/ (Under) FY 2019 Budget	Proposed Budget	Adopted Budget	Over/ (Under) FY 2020 Proposed
Grants							
Federal Grant-CDBG	15,000	65,000	15,000	(50,000)	15,000	20,000	5,000
Federal Grant-FEMA	34,330	-	-	-	-	-	-
State Grant-FDACS	-	100,000	-	(100,000)	-	-	-
Total Grants	**49,330**	**165,000**	**15,000**	**(150,000)**	**15,000**	**20,000**	**5,000**
State Contribution - Police, Fire Pensions							
State Contribution-Fire	188,622	305,000	188,622	(116,378)	188,622	188,622	-
State Contribution- Police	319,503	262,000	279,998	17,998	279,998	279,998	-
Total State Contribution	**508,125**	**567,000**	**468,620**	**(98,380)**	**468,620**	**468,620**	**-**
Intergovernmental							
Communication Service Taxes	1,003,790	1,200,000	955,000	(245,000)	955,000	956,591	1,591
State Revenue Sharing	890,593	800,000	935,000	135,000	958,375	952,425	(5,950)
State Shared-Beverage License Tax	8,492	8,200	9,200	1,000	8,500	8,500	-
State Shared-Sales Tax	2,306,797	2,200,000	2,325,000	125,000	2,359,875	2,375,566	15,691
State Shared-Fuel Refund Tax	7,407	6,500	8,000	1,500	7,500	7,500	-
State Shared-Street Light Main. (FDOT)	71,404	71,400	73,546	2,146	75,752	75,752	-
State Shared-EMS Transport Program	85,674	-	80,000	80,000	82,000	-	(82,000)
County-Occupational License	28,070	35,000	30,000	(5,000)	30,000	30,000	-
County-Recycling & Salvage	7,437	10,000	1,500	(8,500)	-	-	-
Total Intergovernmental	**4,409,665**	**4,331,100**	**4,417,246**	**86,146**	**4,477,002**	**4,406,334**	**(70,668)**
Charges for Services							
Fees-Election Filing	1,305	-	5,000	5,000	-	-	-
Fees-Passport Processing	186,100	125,000	205,000	80,000	215,000	215,000	-
Public Safety-School Resource Officer	231,260	231,200	273,000	41,800	260,000	260,000	-
Public Safety-Fire Inspections	187,132	170,000	177,000	7,000	180,000	180,000	-
Public Safety-Facility Lease	356,520	356,600	356,520	(80)	-	-	-
Public Safety-EMS Transport	739,065	500,000	600,000	100,000	600,000	600,000	-
Public Safety-Training Certification	1,830	3,000	500	(2,500)	2,000	2,000	-
Public Safety-Police Dept. Revenues	1,064	-	2,000	2,000	1,500	1,500	-
Service Charge-Miscellaneous	5,150	-	-	-	-	150,000	150,000
Rec-Camps & Enrich. Prog. (Non-Tax)	250,453	240,000	285,000	45,000	299,250	299,250	-
Rec-Aquatic Programs (Non-Tax)	116,839	110,000	110,000	-	111,100	111,100	-
Rec-In House Rec. Programs (Non-Tax)	80,976	85,000	78,000	(7,000)	79,560	79,560	-
Rec-Fitness Room (Taxable)	50,847	50,000	50,000	-	50,000	50,000	-
Rec-Contractual Programs (Non-Tax)	54,047	50,000	66,000	16,000	66,000	66,000	-
Rec-Annual/Special Events (Non-Tax)	30,353	22,000	30,000	8,000	30,600	30,600	-
Rec-Annual/Special Events (Taxable)	7,374	6,000	7,200	1,200	7,344	7,344	-
Rec-Pool Usage (Taxable)	-	-	4,500	4,500	9,000	9,000	-
Rec-Facility Usage (Taxable)	-	-	1,400	1,400	3,000	3,000	-
Rec-Rentals (Taxable)	23,968	25,000	32,000	7,000	40,000	40,000	-
Rec-Rentals (Non-Tax)	318	1,000	1,000	-	1,020	1,020	-
Fees-Land Development	52,786	33,000	48,000	15,000	50,000	50,000	-
Total Charges for Services	**2,377,385**	**2,007,800**	**2,332,120**	**324,320**	**2,005,374**	**2,155,374**	**150,000**

General Fund Revenue

$	FY 2018	FY 2019			FY 2020		
	Actuals	Amended Budget	Forecast	Over/ (Under) FY 2019 Budget	Proposed Budget	Adopted Budget	Over/ (Under) FY 2020 Proposed
Judgments, Fines & Forfeitures							
Judgments & Fines-Cty. Court Criminal	138,280	150,000	60,000	(90,000)	100,000	100,000	-
Fines & Forfeitures-Local	81,926	85,000	210,000	125,000	180,000	180,000	-
Total Judgments, Fines & Forfeits.	**220,205**	**235,000**	**270,000**	**35,000**	**280,000**	**280,000**	**-**
Miscellaneous Income							
Sale Of Fixed Assets	-	1,000	-	(1,000)	-	-	-
Donations	34,575	37,000	36,000	(1,000)	35,000	35,000	-
Escrow-Donations - Relay/Color Run	1,564	-	6,500	6,500	5,000	5,000	-
Other Miscellaneous Revenues	39,304	20,000	8,000	(12,000)	12,000	12,000	-
Refund Prior Year Expense	(22)	5,000	-	(5,000)	-	-	-
Lien Inquiries	40,150	50,000	35,000	(15,000)	65,000	65,000	-
Cash Overages/Shortages	404	-	-	-	-	-	-
Vending Machine Commission	14	1,000	-	(1,000)	-	-	-
BMS Revenue	17,000	17,000	17,000	-	17,000	17,000	-
Insurance Reimbursement	41,495	45,000	48,000	3,000	45,000	45,000	-
Misc. Income - Abandoned Property	11,610	15,000	9,000	(6,000)	8,000	8,000	-
Waste Management Admin. Fee	50,000	50,000	50,000	-	50,000	50,000	-
Total Miscellaneous Income	**236,095**	**241,000**	**209,500**	**(31,500)**	**237,000**	**237,000**	**-**
Interest Income							
Interest-Income	101,940	100,000	190,000	90,000	217,986	217,986	-
Total Interest Income	**101,940**	**100,000**	**190,000**	**90,000**	**217,986**	**217,986**	**-**
Total Revenue	**35,675,869**	**36,481,300**	**36,618,737**	**137,437**	**36,767,896**	**36,509,328**	**(258,568)**

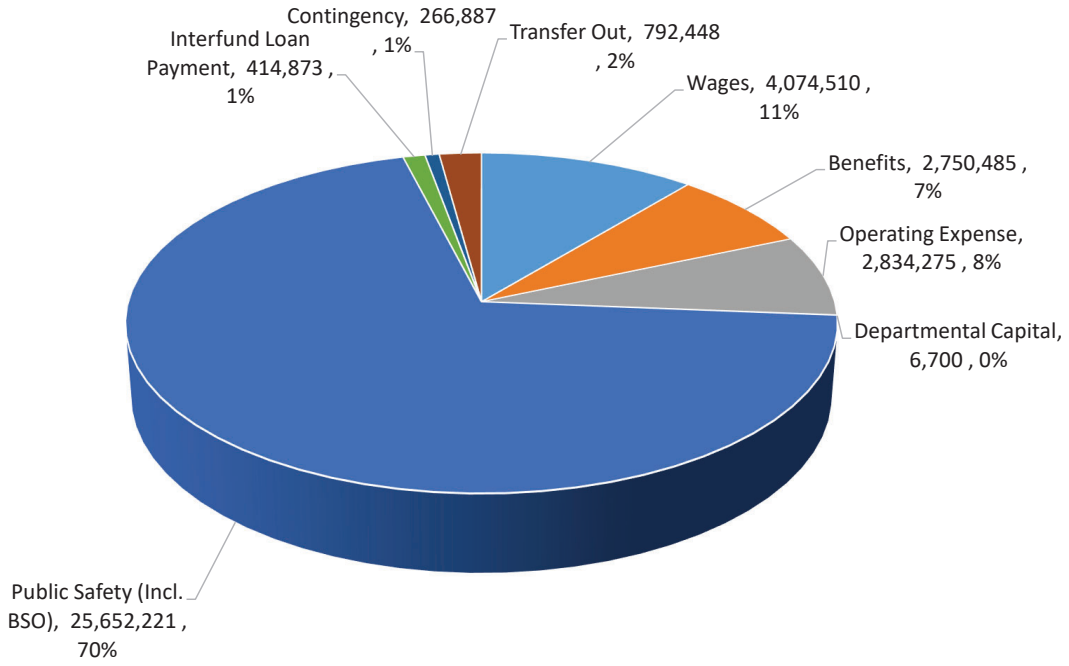
*Property Tax Revenue is budgeted at 95.88% of total taxable revenue.



General Fund Expenditure By Category of Expenditure & Department

$	FY 2018	FY 2019			FY 2020		
	Actuals	Amended Budget	Forecast	Over/ (Under) FY 2019 Budget	Proposed Budget	Adopted Budget	Over/ (Under) FY 2020 Proposed
Expenditure							
Wages	4,207,957	4,397,140	4,029,408	(367,732)	4,246,411	4,074,510	(171,901)
Benefits	2,733,917	2,991,730	2,780,363	(211,367)	2,961,023	2,750,485	(210,538)
Total Personnel Services	**6,941,873**	**7,388,870**	**6,809,771**	**(579,099)**	**7,207,434**	**6,824,995**	**(382,439)**
Operating Expense	2,679,898	3,252,621	2,823,072	(429,549)	2,924,593	2,834,275	(90,318)
Departmental Capital	451,499	726,972	386,171	(340,801)	18,500	6,700	(11,800)
Hurricane Expense	3,590,929	-	32,375	32,375	-	-	-
Public Safety (Inc. BSO Contract)	23,736,550	26,125,600	24,838,080	(1,287,520)	26,638,249	25,652,221	(986,028)
Interfund Loan Payment	-	-	-	-	414,873	414,873	-
Contingency	995	276,053	275,000	(1,053)	300,000	266,887	(33,113)
Transfer Out							-
Building Inspection Svcs. Fund	35,923	125,860	-	(125,860)	-	-	-
Road & Bridge Fund	799,920	445,000	-	(445,000)	632,235	706,698	74,463
General Fund CIP	3,850,000	1,935,000	-	(1,935,000)	208,635	85,750	(122,885)
Total Transfer Out	4,685,843	2,505,860	-	(2,505,860)	840,870	792,448	(48,422)
Total Expenditure	**42,087,587**	**40,275,975**	**35,164,469**	**(5,111,506)**	**38,344,519**	**36,792,399**	**(1,552,120)**

General Fund Category of Expenditure FY 2020 ($)

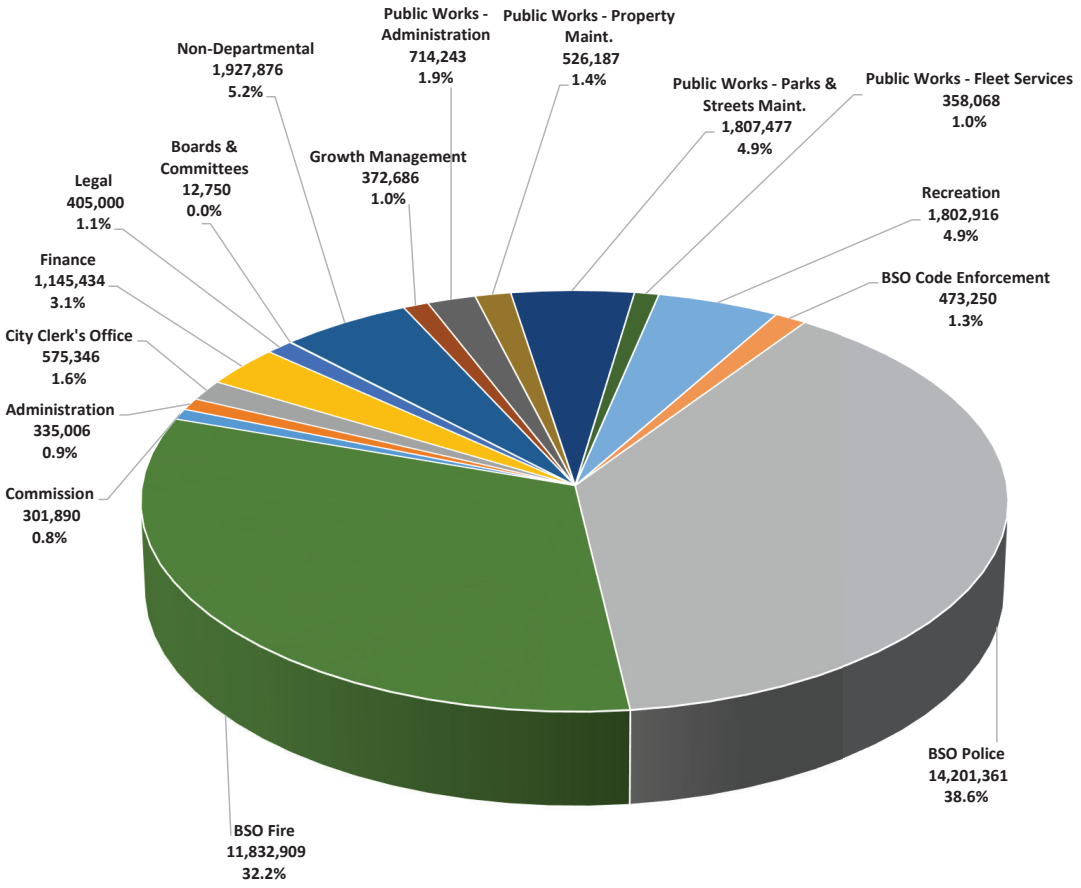


General Fund Expenditure By Category of Expenditure & Department

$	FY 2018	FY 2019			FY 2020		
	Actuals	Amended Budget	Forecast	Over/ (Under) FY 2019 Budget	Proposed Budget	Adopted Budget	Over/ (Under) FY 2020 Proposed
City Departments							
Commission	280,211	334,295	318,508	(15,787)	311,890	301,890	(10,000)
Administration	487,579	502,520	439,517	(63,003)	532,050	335,006	(197,044)
City Clerk's Office	525,428	630,700	595,621	(35,079)	597,898	575,346	(22,552)
Finance	1,204,390	1,239,532	1,126,311	(113,221)	1,181,682	1,145,434	(36,248)
Legal	362,059	274,000	344,500	70,500	405,000	405,000	-
Boards & Committees	11,364	17,750	12,750	(5,000)	12,750	12,750	-
Non-Departmental							-
Other	531,344	837,878	608,510	(229,368)	533,855	453,668	(80,187)
Transfer Out	4,685,843	2,505,860	-	(2,505,860)	840,870	792,448	(48,422)
Debt Service to Water/Sewer	-	-	-	-	414,873	414,873	-
Contingency	995	276,053	275,000	(1,053)	300,000	266,887	(33,113)
Total Non-Departmental	5,218,182	3,619,791	883,510	(2,736,281)	2,089,598	1,927,876	(161,722)
Growth Management	413,005	455,600	390,455	(65,145)	385,405	372,686	(12,719)
Public Works - Administration	699,962	741,161	746,161	5,000	730,781	714,243	(16,538)
Public Works - Property Maint.	711,054	831,620	597,109	(234,511)	596,065	526,187	(69,878)
Public Works - Parks & Streets Maint.	1,744,540	2,135,966	1,999,535	(136,431)	1,842,255	1,807,477	(34,778)
Public Works - Hurricane Expense	3,589,686	-	32,375	32,375	-	-	-
Public Works - Fleet Services	362,750	357,160	349,778	(7,382)	362,795	358,068	(4,727)
Recreation	1,803,267	2,093,781	1,719,973	(373,808)	1,868,802	1,802,916	(65,886)
Recreation - Hurricane Expense	1,243	-	-	-	-	-	-
Total Expenditure Ex. BSO	**17,413,477**	**13,233,875**	**9,556,103**	**(3,677,772)**	**10,916,971**	**10,284,879**	**(632,092)**
Public Safety							
BSO Code Enforcement							
Contract	375,800	394,600	394,600	-	450,000	450,000	-
Other	18,344	30,500	23,550	(6,950)	23,250	23,250	-
Total BSO Code Enforcement	**394,144**	**425,100**	**418,150**	**(6,950)**	**473,250**	**473,250**	**-**
BSO Police							
Contract	13,190,925	15,042,500	13,754,980	(1,287,520)	14,518,141	13,769,548	(748,593)
Other							
Pensions*	1,439,937	1,503,452	1,503,452	-	-	1,566,640	1,566,640
Other Non-Contract Expenditures	556,842	452,000	425,000	(27,000)	409,813	431,813	22,000
Total Other	1,996,779	1,955,452	1,928,452	(27,000)	409,813	1,998,453	1,588,640
Total BSO Police	**13,747,767**	**15,494,500**	**14,179,980**	**(1,314,520)**	**14,927,954**	**14,201,361**	**(726,593)**
BSO Fire							
Contract	10,169,825	10,688,500	10,688,500	-	11,670,108	11,432,673	(237,435)
Other							
Pensions*	1,043,371	962,514	962,514	-	-	379,829	379,829
Other Non-Contract Expenditures	362,375	434,000	321,736	(112,264)	356,236	400,236	44,000
Total Other	1,405,746	1,396,514	1,284,250	(112,264)	356,236	780,065	423,829
Total BSO Fire	**10,532,200**	**11,122,500**	**11,010,236**	**(112,264)**	**12,026,344**	**11,832,909**	**(193,435)**
BSO - Total							
Contract	23,736,550	26,125,600	24,838,080	(1,287,520)	26,638,249	25,652,221	(986,028)
Other	937,560	916,500	770,286	(146,214)	789,299	855,299	66,000
Total BSO	**24,674,110**	**27,042,100**	**25,608,366**	**(1,433,734)**	**27,427,548**	**26,507,520**	**(920,028)**
Total Expenditure	**42,087,587**	**40,275,975**	**35,164,469**	**(5,111,506)**	**38,344,519**	**36,792,399**	**(1,552,120)**

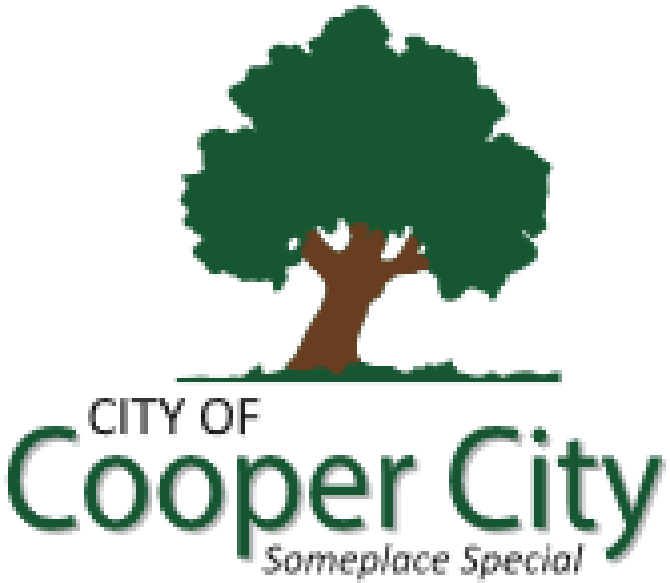
*BSO Pension expenditures are included in the cost of the contract.

General Fund Expenditure by Department FY 2020 ($)



GENERAL FUND DIVISIONS

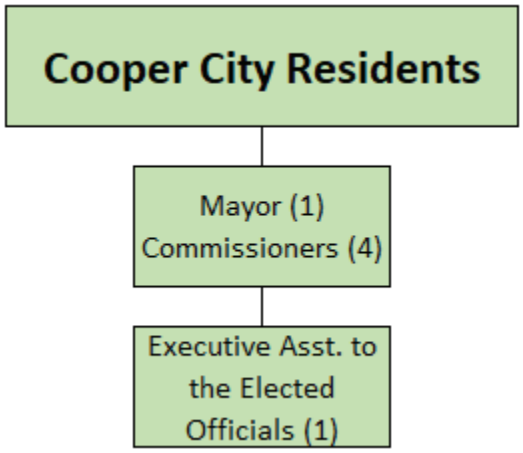
CITY COMMISSION



CITY COMMISSION

Mission:

To provide effective communication and participation in the development of mutually rewarding relationships with residents, schools, business relations, city administration, government associations and civic leaders on behalf of the Cooper City Commission, with responsiveness, reliability and respect for all.



FY 2019 Year to Date Accomplishments:

- Coordinated Autism Awareness Day in November 2018, in conjunction with Police and Fire agencies from Cooper City and Davie, as well as local advocates, resources and service providers.
- Hosted and facilitated Breakfast with the Principals, Teacher/Staff of the Year recognitions, and retiring teacher/staff celebration through coordination with local public and charter schools.
- Hosted and facilitated Broward League of Cities luncheon, coordinated community partnership for City's first Ramadan Iftar Dinner with the local Muslim Community, along with other civic events.
- Aided residents, businesses, schools and other civic and government agencies with conflict resolution to the satisfaction and enrichment of our constituency.
- Coordinated and hosted the All-Board Commission Appreciation Dinner.
- Organized the retirement reception for exiting commission and swearing in ceremony for newly elected officials.
- Facilitated and coordinated Candidate Nights, one for Mayor and one for Education Advisory Board.
- Coordinated, facilitated and/or participated in all advisory board events including Sunshine Law training, networking events, workshops and showcases.
- Coordinated with the Recreation Department, Green Advisory Board, Business Advisory Board and Senior Advisory Board for attendance and participation in Cooper City Founders Day.
- Coordinated the "Former Mayor" recognition in the 60th Founders Day "Through the Decades" themed parade, enlisting four former Mayors and securing their participation in the event.

CITY COMMISSION (CONTINUED)

FY 2019 Year to Date Accomplishments continued:

- Prepared Commission Office Presentation for Cooper Academy for the City Manager's Cooper Academy Program.
- Facilitated the Waste Management Scholarship program application creation, distribution, scoring and award distribution with the Green Advisory Board and Waste Management, Inc., including award presentation and Commission recognitions.
- Coordinated with school principals and participated in local school programs for and on behalf of the Commission, including School Lunch Week, Read for the Record, Walk/bike to School Day, Read Across Broward and program openings.
- Managed and oversaw the EAB School Grant Funding Application scoring, awards and distribution through the City Manager's Office.
- Coordinated Commission Meeting Appearances by local proclamation recipients; state, local and federal legislators; civic organizations, award recipients, etc.
- Created, developed and distributed all written awards, certifications and commendations issued to students, employees, vendors, etc. on behalf of the Commission.
- Coordinated with Cooper City public and charter schools, student participation in the Pledge of Allegiance program for the opening of each regular commission meeting during the school year.
- Coordinated with local civic organizations for commission participation, support, meeting attendance, conference participation, etc.; including, but not limited the preparation of calendar notifications, the creation of program advertisements, etc.
- Coordination with all departments on behalf of the commission and advisory boards in preparation of commission and board sponsored events.
- Transcribed all letters of request, commendation, recommendation, advocacy, support, congratulations, etc. on behalf of member of the Commission to students; community leaders; job, program, college or board applicants, advocacy groups, other government agencies, etc.
- Created, developed and transcribed all printed materials, letters, articles, speeches, documents, emails, applications and all written public communications for presentation and distribution on behalf of the Commission.
- Developed the Commission Appearance indemnification release on behalf of the commission.
- Coordinated commission travel with other agencies, hotel, airlines, etc.
- Created, developed and produced event programs, flyers ad publications relevant to commission-sponsored events and programs.
- Coordinated and facilitated the purchase of city logo-bearing pins, bracelets, pens, etc. for public-relations distribution.
- Collaborated with local publications, community advocacy groups and business networks for the outreach enhancement and promotion of the Cooper City Commission.

CITY COMMISSION (CONTINUED)

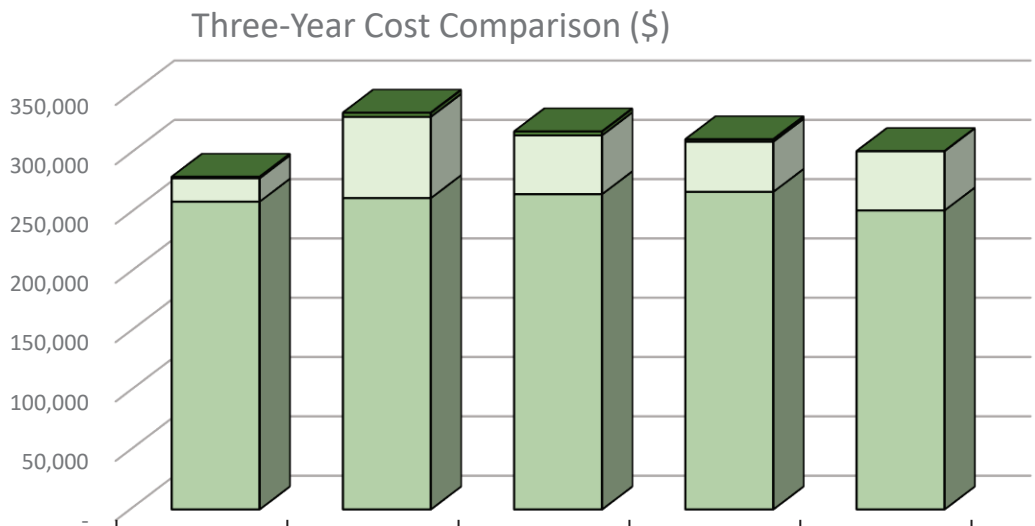
Goals for FY 2020:

- Continue to remain responsive to the needs of the citizenry of Cooper City on behalf of the Cooper City Commission in to the satisfaction and exceeded expectations of our residents.
- Continue to represent the efforts of the Cooper City Commission for, with and on behalf of the residents of Cooper City with respect, integrity and enthusiasm.
- To facilitate a stream-lined process for expediting travel arrangements and travel reimbursements on behalf of the City Commission with the implementation of a travel coordination assistant.
- To produce immediate public and associated distribution of publication quality photos and promotions with the use of an in-house digital camera and system purchased for the exclusive use of the City Commission Office (Local magazine publication executive has agreed to provide free training to me for the purpose of providing high-resolution images for publication by our affiliates).



CITY COMMISSION (CONTINUED)

Budget Summary



	FY 2018 Actual	FY 2019 Amended	FY 2019 Forecast	FY 2020 Proposed	FY 2020 Adopted
Departmental Capital	1,124	3,400	3,194	2,000	-
Operating Expenditures	19,723	68,535	49,650	42,260	49,921
Personnel Services	259,364	262,360	265,664	267,630	251,969

Position Listing

Position Summary								
	FY 2018		FY 2019		FY 2020 Proposed		FY 2020 Adopted	
Full-Time (FT)/ Elected Official	**FT**	**Elected Official**	**FT**	**Elected Official**	**FT**	**Elected Official**	**FT**	**Elected Official**
Mayor	–	1	–	1	–	1	–	1
Commissioner	–	4	–	4	–	4	–	4
Exec. Asst. to Elected Officials	1	–	1	–	1	–	1	–
Total	**1**	**5**	**1**	**5**	**1**	**5**	**1**	**5**
Full-Time Equivalent	**1.0**	**N/A**	**1.0**	**N/A**	**1.0**	**N/A**	**1.0**	**N/A**

City Commission

$	FY 2018	FY 2019			FY 2020		
	Actuals	Amended Budget	Forecast	Over/ (Under) FY 2019 Budget	Proposed Budget	Adopted Budget	Over/ (Under) FY 2020 Proposed
Wages							
Salaries - Regular	128,976	129,900	132,187	2,287	132,249	130,622	(1,627)
Salaries - Overtime	702	2,030	8,500	6,470	4,000	4,000	-
Special Pay - Cell Phone	9,272	8,400	9,240	840	9,240	4,440	(4,800)
Total Wages	**138,950**	**140,330**	**149,927**	**9,597**	**145,489**	**139,062**	**(6,427)**
Benefits							
Benefits - FICA	11,140	10,670	11,791	1,121	11,428	10,638	(790)
Benefits - Retirement	22,194	21,700	27,653	5,953	28,295	21,943	(6,352)
Benefits - Retirement (Retirees)*	-	-	-	-	-	-	-
Benefits - Group Insurance	86,917	89,510	76,140	(13,370)	82,265	80,223	(2,042)
Benefits - Group Insurance (Retirees)*	-	-	-	-	-	-	-
Benefits - Workers Compensation	163	150	153	3	153	103	(50)
Total Benefits	**120,413**	**122,030**	**115,737**	**(6,293)**	**122,141**	**112,907**	**(9,234)**
Personnel Services	**259,364**	**262,360**	**265,664**	**3,304**	**267,630**	**251,969**	**(15,661)**
Operating Expenditures							
Professional Services	-	15,135	25,000	9,865	-	-	-
Travel & Per Diem*	6,529	15,000	6,000	(9,000)	6,500	15,000	8,500
Travel - Local*	224	3,000	500	(2,500)	500	500	-
Education & Registration*	2,303	6,500	2,300	(4,200)	2,400	2,400	-
Advertising	-	500	-	(500)	-	-	-
Books & Publications*	-	500	200	(300)	200	200	-
Dues & Memberships*	9,156	22,300	11,000	(11,300)	26,025	25,186	(839)
Utilities - Telephone, Internet, Cable	-	-	300	300	1,560	1,560	-
Maintenance - Contracts*	702	600	750	150	725	725	-
Supplies - Office	753	2,500	2,800	300	4,150	4,150	-
Supplies - Uniforms*	56	2,500	800	(1,700)	200	200	-
Operating Expenditures	**19,723**	**68,535**	**49,650**	**(18,885)**	**42,260**	**49,921**	**7,661**
							-
Departmental Capital							
Equipment & Machinery - Computers	1,124	3,400	3,194	(206)	2,000	-	
Departmental Capital	**1,124**	**3,400**	**3,194**	**(206)**	**2,000**	**-**	**(2,000)**
							-
City Commission Total	**280,211**	**334,295**	**318,508**	**(15,787)**	**311,890**	**301,890**	**(10,000)**

*Related footnote detail on following page

City Commission - Footnote Detail

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Account Name	Footnote Detail	FY 2020 Proposed Budget	FY 2020 Adopted Budget
Benefits - Retirement (Retirees)	Commission retirement retiree expenses moved to Non Dept. for FY 18, FY 19, and FY 20 Proposed	-	-
Benefits - Group Insurance (Retirees)	Commission group insurance retiree expenses moved to Non Dept. for FY 18, FY 19, and FY 20 Proposed	-	-
Travel & Per Diem	Conferences, Events, Seminars	6,500	15,000
Travel - Local	Mileage	500	500
Education & Registration	Florida League of Cities Legislative Conference	1,000	1,000
	Broward County Bar Association Law Week	70	70
	Other	1,330	1,330
	Total	**2,400**	**2,400**
Books & Publications	Subscriptions/Newspaper	200	200
Dues & Memberships	Davie/Cooper City Chamber of Commerce Golf Tourn./Luncheons	2,165	2,165
	Broward League of Cities Gala/Luncheon	6,564	6,564
	United Way Gala Table	2,000	2,000
	Davie/Cooper City Chamber of Commerce Membership	5,000	5,000
	Amazon Prime (10%)	50	50
	Florida League of Cities	4,193	4,193
	Florida League of Mayors	839	-
	Broward Metropolitan Planning Organization (MPO)	2,284	2,284
	Broward League of Cities	2,606	2,606
	Other Miscellaneous Memberships	324	324
	Total	**26,025**	**25,186**
Maintenance - Contracts	Shared Photocopy Service (10%)	725	725
Supplies - Uniforms	City Shirts	200	200

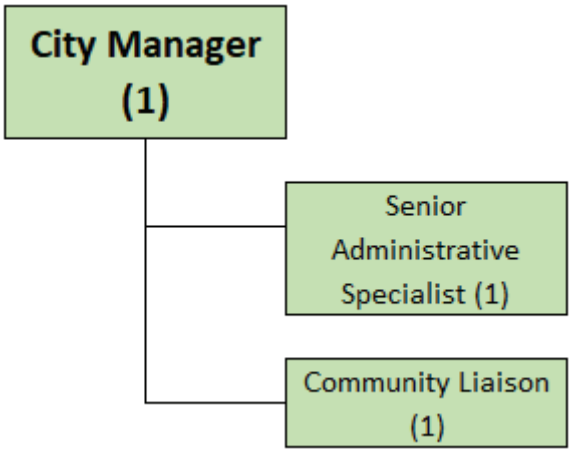
ADMINISTRATION



ADMINISTRATION

Mission:

To provide leadership and direction necessary to complete the policies established by the City Commission and to support and empower City departments in order to meet City constituents' expectations.



FY 2019 Year to Date Accomplishments:

- Through Commission direction, implemented the Finance Advisory Board; collaborated with the Board and Finance Department to bring fiscally responsible budget recommendations to the City Commission for consideration.
- Successfully developed and completed the City's inaugural local government academy, Cooper Academy.
- Continued management of all communications and marketing through the Public Information Officer.
- Maintained continuity during changes in leadership.

Goals for FY 2020:

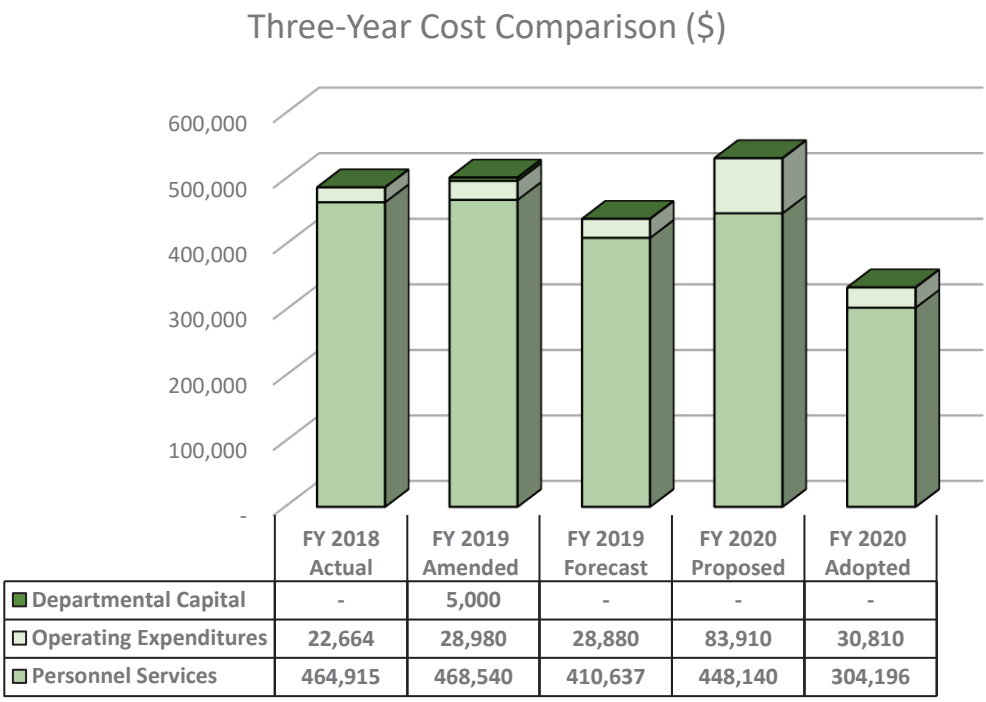
- Initiate and develop a Strategic Plan to identify the priorities of the City's citizens.
- Continue efforts towards a healthy financial environment, by seeking additional revenue opportunities through initiatives including feasibility studies, grant research, and by seeking further expenditure reductions through streamlined processes.
- Initiate a business friendly atmosphere through possible code revisions and economic development opportunities.
- Continue engagement with marketing firm for all public information needs.

ADMINISTRATION (CONTINUED)

Performance Measures:

PERFORMANCE MEASURE	INDICATOR	FY 2019 YTD RESULTS	FY 2020 TARGET
Social Media – outreach	Number of Facebook "followers"	2,753	4,206
Social Media - outreach	Number of Twitter "followers"	2,037	2,750
Resolution of resident concerns	Amount of time to resolve (Hours)	24-48	24

Budget Summary



	FY 2018 Actual	FY 2019 Amended	FY 2019 Forecast	FY 2020 Proposed	FY 2020 Adopted
Departmental Capital	-	5,000	-	-	-
Operating Expenditures	22,664	28,980	28,880	83,910	30,810
Personnel Services	464,915	468,540	410,637	448,140	304,196

Position Listing

Position Summary								
	FY 2018		FY 2019		FY 2020 Proposed		FY 2020 Adopted	
Full-Time (FT)/Other	**FT**	**Other**	**FT**	**Other**	**FT**	**Other**	**FT**	**Other**
City Manager	1	–	1	–	1	–	1	–
Sr. Admin. Specialist/Public Information Officer	1	–	1	–	–	–	–	–
Sr. Administrative Specialist	–	–	–	–	1	–	1	–
Community Liaison	1	–	1	–	1	–	1	–
Total	**3**	**–**	**3**	**–**	**3**	**–**	**3**	**–**
Full-Time Equivalent	**3.0**	**–**	**3.0**	**–**	**3.0**	**–**	**3.0**	**–**

Administration

$	FY 2018	FY 2019			FY 2020		
	Actuals	Amended Budget	Forecast	Over/ (Under) FY 2019 Budget	Proposed Budget	Adopted Budget	Over/ (Under) FY 2020 Proposed
Wages							
Salaries - Regular	323,028	326,700	276,815	(49,885)	291,958	240,942	(51,016)
Salaries - Overtime	-	840	1,500	660	750	750	-
Special Pay - Car Allowance	7,200	7,200	2,308	(4,892)	7,200	-	(7,200)
Special Pay - Cell Phone	840	840	400	(440)	840	-	(840)
Total Wages	**331,068**	**335,580**	**281,023**	**(54,557)**	**300,748**	**241,692**	**(59,056)**
Benefits							
Benefits - FICA	19,970	20,450	16,227	(4,223)	23,007	18,191	(4,816)
Benefits - Retirement	57,120	47,940	54,811	6,871	56,911	8,766	(48,145)
Benefits - Group Insurance	56,383	64,200	58,269	(5,931)	67,135	35,360	(31,775)
Benefits - Group Insurance (Retirees)*	-	-	-	-	-	-	-
Benefits - Workers Compensation	373	370	307	(63)	339	187	(152)
Total Benefits	**133,847**	**132,960**	**129,614**	**(3,346)**	**147,392**	**62,504**	**(84,888)**
Personnel Services	**464,915**	**468,540**	**410,637**	**(57,903)**	**448,140**	**304,196**	**(143,944)**
Operating Expenditures							
Professional Services*	107	-	-	-	50,000	-	(50,000)
Professional Services - Miscellaneous	24	80	80	-	100	100	-
Travel & Per Diem	95	2,000	1,000	(1,000)	2,000	2,000	-
Public Relations*	5,037	6,800	6,900	100	6,900	6,900	-
Education & Registration	98	750	1,100	350	1,100	1,100	-
Books & Publications	1	50	50	-	100	100	-
Dues & Memberships*	2,147	2,500	4,000	1,500	6,150	3,150	(3,000)
Utilities - Telephone & Internet	2,807	2,500	1,800	(700)	2,760	2,760	-
Maintenance - Contracts*	702	600	700	100	700	700	-
Supplies - Office*	746	700	1,000	300	1,000	1,000	-
Postage*	10,900	12,000	12,000	-	13,000	13,000	-
Supplies - Uniforms*	-	1,000	250	(750)	100	-	(100)
Operating Expenditures	**22,664**	**28,980**	**28,880**	**(100)**	**83,910**	**30,810**	**(53,100)**
Departmental Capital							
Equipment & Machinery - Furniture & Equip.	-	5,000	-	(5,000)	-	-	-
Departmental Capital	**-**	**5,000**	**-**	**(5,000)**	**-**	**-**	**-**
Administration Total	**487,579**	**502,520**	**439,517**	**(63,003)**	**532,050**	**335,006**	**(197,044)**

*Related footnote detail on following page

Administration - Footnote Detail

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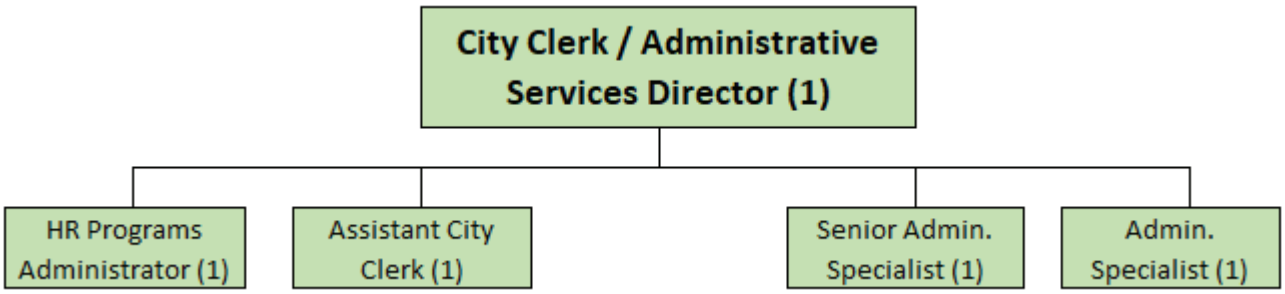
Account Name	Footnote Detail	FY 2020 Proposed Budget	FY 2020 Adopted Budget
Benefits - Group Insurance (Retirees)	Administration group insurance retiree expenses moved to Non Dept. for FY 18, FY 19, and FY 20 Proposed	-	-
Professional Services	Brand & Communications Marketing Firm	50,000	-
Public Relations	Quarterly Newsletter	6,900	6,900
Dues & Memberships	Broward County City Mgr.'s Association (BCCMA)	150	150
	Florida City & County Mgmt. Association. (FCCMA)	600	600
	International City/County Mgmt. Association (ICMA)	1,400	1,400
	Florida Benchmarking Consortium	3,000	-
	Other	1,000	1,000
	Total	**6,150**	**3,150**
Maintenance - Contracts	Shared Photocopy Service (10%)	700	700
Supplies - Office	Supplies & Furniture < $1,000	1,000	1,000
Postage	Quarterly Newsletter	13,000	13,000
Supplies - Uniforms	City Shirts	100	100

CITY CLERK'S OFFICE / ADMINSTRATIVE SERVICES

CITY CLERK'S OFFICE/ADMINISTRATIVE SERVICES

Mission:

To preserve the integrity of the City's official records, to coordinate municipal elections, to inform residents of all public hearings and meetings and to ensure the accurate recordkeeping of said meetings. To perform quality and customer friendly passport processing services. To recruit, hire, train, and retain a quality workforce. To protect the assets of the City through risk management.



FY 2019 Year to Date Accomplishments:

- Earned a 100% score on the 2019 Acceptance Facility Audit by the Office of Acceptance Facility Oversight, Passport Services, U.S. Department of State
- Earned the Hometown Health Award for 2017-2018; the fifth year in a row
- With Broward Sheriff's Office Code Enforcement Division, implemented a paperless system for Code Enforcement violations and Special Magistrate hearings
- Implemented Human Resources applicant/employee tracking system
- Resurrected the Employee Advisory Committee and continued Safety Committee meetings
- Began the 2019 Compensation Study

Goals for FY 2020:

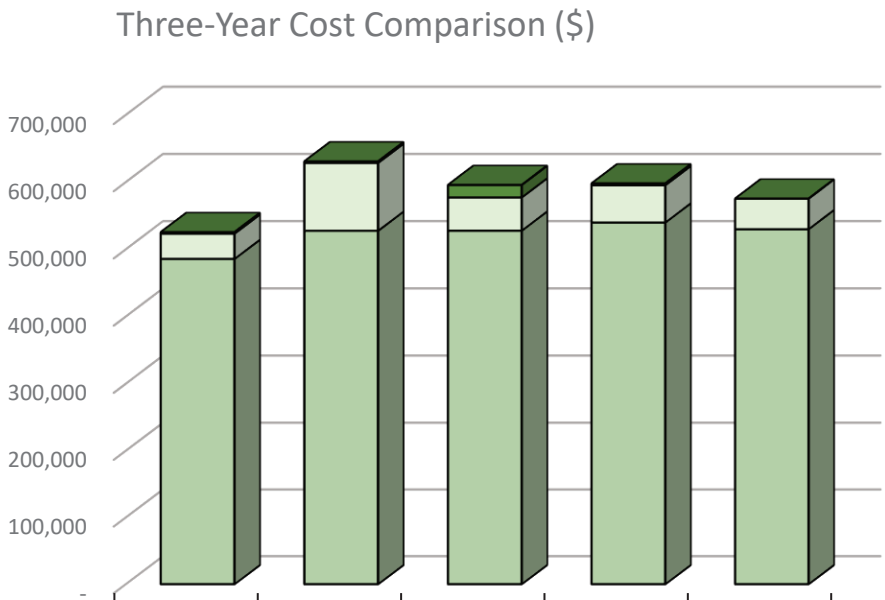
- Maintain or exceed the above accomplishments
- Secure paperless agenda management system
- Organize and implement a special event permit process, to ensure code compliance
- Re-evaluate job descriptions
- Update Manual of Personnel Policies

Performance Measure(s):

PERFORMANCE MEASURE	INDICATOR	FY 2019 YTD RESULTS	FY 2020 TARGET
Passport Processing services	Number of accepted applications	5,839	7,290
Resolved Special Magistrate Cases	Number of closed cases	249	300

CITY CLERK'S OFFICE/ADMINISTRATIVE SERVICES (CONTINUED)

Budget Summary



	FY 2018 Actual	FY 2019 Amended	FY 2019 Forecast	FY 2020 Proposed	FY 2020 Adopted
Departmental Capital	2,210	2,200	18,500	2,600	-
Operating Expenditures	37,521	100,900	49,400	55,440	45,440
Personnel Services	485,697	527,600	527,721	539,858	529,906

Position Listing

Position Summary								
	FY 2018		FY 2019		FY 2020 Proposed		FY 2020 Adopted	
Full Time (FT)/Other	**FT**	**Other**	**FT**	**Other**	**FT**	**Other**	**FT**	**Other**
City Clerk/Admin. Services Director	1	–	1	–	1	–	1	–
Assistant City Clerk	1	–	1	–	1	–	1	–
HR Programs Administrator	1	–	1	–	1	–	1	–
Sr. Admin. Specialist	1	–	1	–	1	–	1	–
Admin. Specialist	1	–	1	–	1	–	1	–
Total	**5**	**–**	**5**	**–**	**5**	**–**	**5**	**–**
Full-Time Equivalent	**5.0**	**–**	**5.0**	**–**	**5.0**	**–**	**5.0**	**–**

City Clerk

$	FY 2018	FY 2019			FY 2020		
	Actuals	Amended Budget	Forecast	Over/ (Under) FY 2019 Budget	Proposed Budget	Adopted Budget	Over/ (Under) FY 2020 Proposed
Wages							
Salaries - Regular	325,498	335,360	348,888	13,528	350,804	346,408	(4,396)
Salaries - Overtime	-	540	1,800	1,260	1,000	1,000	-
Special Pay - Cell Phone	840	840	840	-	840	840	-
Total Wages	**326,338**	**336,740**	**351,528**	**14,788**	**352,644**	**348,248**	**(4,396)**
Benefits							
Benefits - FICA	23,497	25,660	26,892	1,232	26,977	26,641	(336)
Benefits - Retirement	47,099	63,910	52,073	(11,837)	53,626	53,774	148
Benefits - Group Insurance	88,396	100,910	96,825	(4,085)	106,206	100,972	(5,234)
Benefits - Workers Compensation	368	380	403	23	405	271	(134)
Total Benefits	**159,360**	**190,860**	**176,193**	**(14,667)**	**187,214**	**181,658**	**(5,556)**
Personnel Services	**485,697**	**527,600**	**527,721**	**121**	**539,858**	**529,906**	**(9,952)**
Operating Expenditures							
Professional Services*	1,419	13,000	2,000	(11,000)	2,000	2,000	-
Professional Services - Miscellaneous*	24	500	1,400	900	1,400	1,400	-
Expense - Election	-	13,000	13,000	-	-	-	-
Travel & Per Diem*	960	5,000	3,500	(1,500)	3,500	3,500	-
In-House Training*	7,650	25,000	-	(25,000)	10,000	-	(10,000)
Printing	395	200	200	-	200	200	-
Education & Registration*	839	8,000	1,000	(7,000)	1,000	1,000	-
Advertising*	14,232	20,000	13,000	(7,000)	13,000	13,000	-
Dues & Memberships*	1,859	2,000	2,200	200	2,200	2,200	-
Utilities - Telephone & Internet	2,266	3,500	1,800	(1,700)	5,340	5,340	-
Maintenance - Contracts*	3,807	6,200	8,500	2,300	14,000	14,000	-
Supplies - Office	4,070	4,500	2,800	(1,700)	2,800	2,800	-
Operating Expenditures	**37,521**	**100,900**	**49,400**	**(51,500)**	**55,440**	**45,440**	**(10,000)**
Departmental Capital							
Equipment & Machinery - Computers*	2,210	2,200	500	(1,700)	600	-	(600)
Equipment & Machinery - Software Programs	-	-	18,000	18,000	-	-	-
Equipment & Machinery - Equipment*	-	-	-	-	2,000	-	(2,000)
Departmental Capital	**2,210**	**2,200**	**18,500**	**16,300**	**2,600**	**-**	**(2,600)**
City Clerk Total	**525,428**	**630,700**	**595,621**	**(35,079)**	**597,898**	**575,346**	**(22,552)**

*Related footnote on following page

City Clerk - Footnote Detail

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Account Name	Footnote Detail	FY 2020 Proposed Budget	FY 2020 Adopted Budget
Professional Services	Other	1,000	1,000
	PSST - ACA Reporting	1,000	1,000
	Total	**2,000**	**2,000**
Professional Services - Miscellaneous	Shred Documents	1,300	1,300
	Florida Dept. of Law Enforcement (FDLE) Reports	100	100
	Total	**1,400**	**1,400**
Travel & Per Diem	Local Seminars	3,500	3,500
In-House Training	Excel Training	10,000	-
	Workplace Safety		
Education & Registration	Conferences	1,000	1,000
	Training		
	Workshops		
Advertising	Legal/Employment Ads	13,000	13,000
Dues & Memberships	Professional Organizations	2,200	2,200
Maintenance - Contracts	HR Management System - NeoGov	3,500	3,500
	Docuware/Fortis System	5,000	5,000
	Shared Photocopy Service (40%)	3,000	3,000
	Agenda Management System - CivicPlus	2,500	2,500
	Total	**14,000**	**14,000**
Equipment & Machinery - Computers	Solid State Drive (SSD) for Computer	600	-
Equipment & Machinery - Equipment	ID Printer	2,000	-

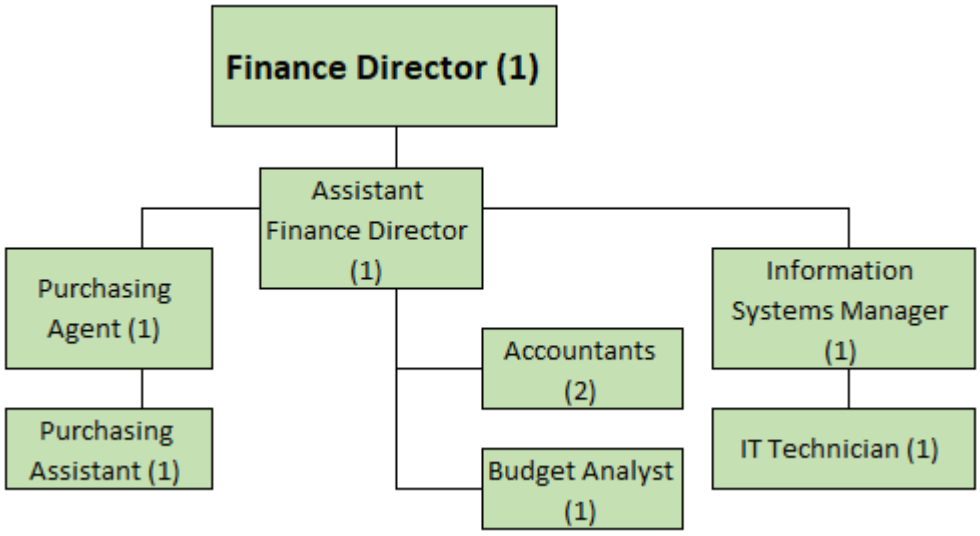
FINANCE



FINANCE

Mission:

To facilitate financial sustainability by ensuring the integrity of the City's financial records and budget process, and by providing the most responsive and cost-effective integrity-based purchasing operations. The Finance department also strives to provide quality technical support for current and evolving information technology processes for the benefit of the citizens, businesses, and employees of Cooper City.



*Customer Service Supervisor of Utility Billing reports to the Finance Director.

FY 2019 Year to Date Accomplishments:

- Implemented policies and procedures to enhance financial stability and transparency including:
  - Proposed New Purchasing Ordinance
  - Fund Balance Policy
  - Investment Policy
  - Interfund Loan Policy
- Submitted Budget for Government Finance Officers Association (GFOA) award for FY 2018.
- Implemented data server restructuring for greater security.

Goals for FY 2020:

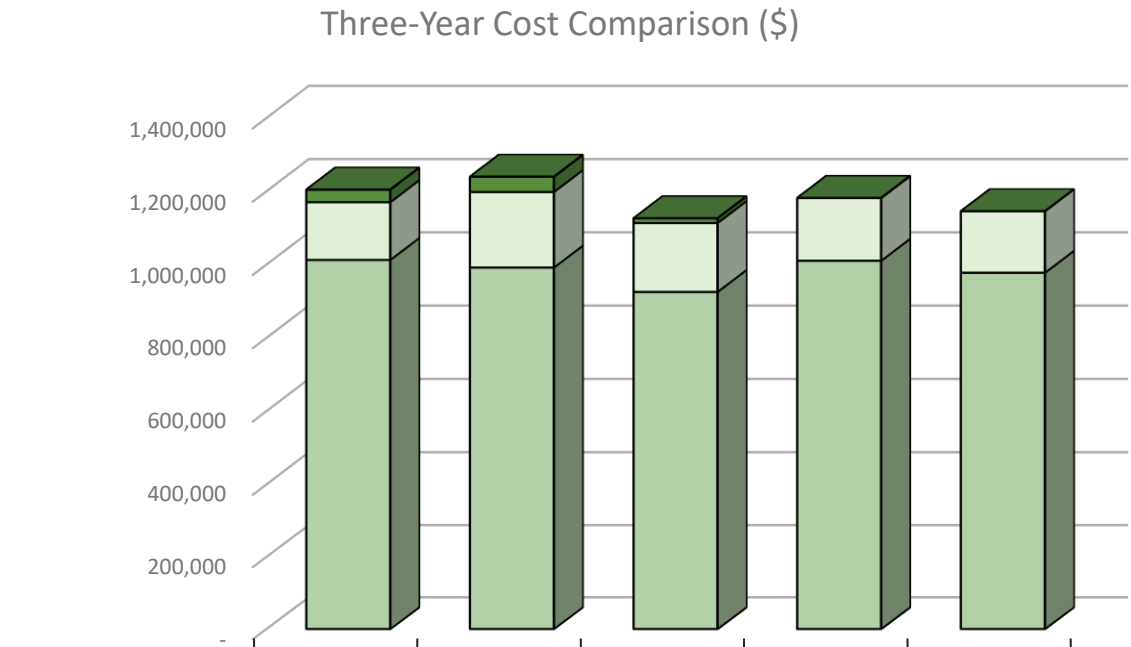
- Obtain Comprehensive Annual Financial Report (CAFR) Award
- Obtain GFOA Budget Award
- Implement Purchasing Card Program
- Continue upgrades and risk assessment of information technology

FINANCE (CONTINUED)

Performance Measures:

PERFORMANCE MEASURE	INDICATOR	FY 2019 RESULTS	FY 2020 TARGET
Produce effective budgets	Receive the Government Finance Officers Association (GFOA) Distinguished Budget Award annually	Achieved	GFOA Award
Produce effective Comprehensive Annual Financial Reports	Receive the Government Finance Officers Association (GFOA) Certificate of Excellence in Financial Reporting award annually	TBA	GFOA Award

Budget Summary



	FY 2018 Actual	FY 2019 Amended	FY 2019 Forecast	FY 2020 Proposed	FY 2020 Adopted
Departmental Capital	34,116	41,501	13,026	200	-
#REF!	157,639	206,141	187,974	170,954	167,754
#REF!	1,012,636	991,890	925,311	1,010,528	977,680

FINANCE (CONTINUED)

Position Listing:

Position Summary								
	FY 2018		FY 2019		FY 2020 Proposed		FY 2020 Adopted	
Full Time (FT)/Other	**FT**	**Other**	**FT**	**Other**	**FT**	**Other**	**FT**	**Other**
Finance Director	1	–	1	–	1	–	1	–
Asst. Finance Director	1	–	1	–	1	–	1	–
Admin. Specialist	–	–	1	–	–	–	–	–
Accountant	1	–	2	–	2	–	2	–
Sr. Accounting Tech	1	–	–	–	–	–	–	–
Accounting Tech	–	–	1	–	–	–	–	–
Budget Analyst	–	–	–	–	1	–	1	–
Purchasing Agent	1	–	1	–	1	–	1	–
Purchasing Assistant	1	–	1	–	1	–	1	–
Info Systems Manager	1	–	1	–	1	–	1	–
IT Tech	1	–	1	–	1	–	1	–
Total	**8**	**–**	**10**	**–**	**9**	**–**	**9**	**–**
Full-Time Equivalent	**8.0**	**–**	**10.0**	**–**	**9.0**	**–**	**9.0**	**–**

Finance

$	FY 2018	FY 2019			FY 2020		
	Actuals	Amended Budget	Forecast	Over/ (Under) FY 2019 Budget	Proposed Budget	Adopted Budget	Over/ (Under) FY 2020 Proposed
Wages							
Salaries - Regular	757,179	703,940	655,167	(48,773)	694,406	676,320	(18,086)
Salaries - Overtime	1,073	1,500	1,900	400	2,000	-	(2,000)
Special Pay - Cell Phone	1,583	1,680	1,400	(280)	1,680	1,680	-
Total Wages	**759,835**	**707,120**	**658,467**	**(48,653)**	**698,086**	**678,000**	**(20,086)**
Benefits							
Benefits - FICA	55,856	52,740	50,916	(1,824)	54,895	51,867	(3,028)
Benefits - Retirement	84,744	104,240	70,571	(33,669)	76,445	75,256	(1,189)
Benefits - Group Insurance	110,890	126,840	144,101	17,261	180,081	172,012	(8,069)
Benefits - Group Insurance (Retirees)*	-	-	-	-	-	-	-
Benefits - Workers Compensation	875	750	756	6	821	545	(276)
Benefits - Medical	435	200	500	300	200	-	(200)
Total Benefits	**252,801**	**284,770**	**266,844**	**(17,926)**	**312,442**	**299,680**	**(12,762)**
Personnel Services	**1,012,636**	**991,890**	**925,311**	**(66,579)**	**1,010,528**	**977,680**	**(32,848)**
Operating Expenditures							
Professional Services*	57,362	60,600	56,600	(4,000)	29,000	29,000	-
Professional Services - Accounting/Audit*	22,100	25,000	25,000	-	25,000	25,000	-
Professional Services - Miscellaneous	96	5,000	4,000	(1,000)	200	200	-
Travel & Per Diem*	4,778	19,100	7,000	(12,100)	6,000	6,000	-
Travel - Local*	203	300	400	100	400	200	(200)
Printing*	1,427	3,500	1,000	(2,500)	1,000	1,000	-
Education & Registration*	3,274	4,800	2,800	(2,000)	3,500	3,500	-
Books & Publications*	252	500	300	(200)	100	100	-
Dues & Memberships*	3,423	2,800	3,474	674	3,474	3,474	-
Utilities - Telephone & Internet	6,143	5,700	5,900	200	8,100	8,100	-
Maintenance - Contracts*	48,959	63,841	65,000	1,159	79,180	78,180	(1,000)
Supplies - Office*	5,315	5,000	3,500	(1,500)	3,000	3,000	-
Supplies - Data Processing*	4,306	10,000	5,000	(5,000)	2,000	2,000	-
Supplies - Minor IT Equipment*	-	-	8,000	8,000	10,000	8,000	(2,000)
Operating Expenditures	**157,639**	**206,141**	**187,974**	**(18,167)**	**170,954**	**167,754**	**(3,200)**
Departmental Capital							
Equipment & Machinery - Furniture & Equip.	5,207	2,500	26	(2,474)	-	-	-
Equipment & Machinery - Computers*	13,218	19,001	13,000	(6,001)	200	-	(200)
Equipment & Machinery - Software Prog.*	15,691	20,000	-	(20,000)	-	-	-
Departmental Capital	**34,116**	**41,501**	**13,026**	**(28,475)**	**200**	**-**	**(200)**
Finance Total	**1,204,390**	**1,239,532**	**1,126,311**	**(113,221)**	**1,181,682**	**1,145,434**	**(36,248)**

*Related footnote on following page

Finance - Footnote Detail

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Account Name	Footnote Detail	FY 2020 Proposed Budget	FY 2020 Adopted Budget
Benefits - Group Insurance (Retirees)	Finance group insurance retiree expenses moved to Non Dept. for FY 18, FY 19, and FY 20 Proposed	-	-
Professional Services	Redundant ISP Configuration	14,000	14,000
	Annual Penetration Test	10,000	10,000
	Misc IT	5,000	5,000
	Total	**29,000**	**29,000**
Professional Services – Accounting/Audit	Independent Audit	25,000	25,000
Travel & Per Diem	Conferences & Events – Florida Government Finance Officers Association (FGFOA), Government Finance Officers Assocation (GFOA), Florida Association of Public Procurement Officials (FPPO), National Institue of Governmental Purchasing (NIGP), Florida Local Govt. Information Systems Association (FLGISA)	6,000	6,000
Travel & Local	Mileage	400	200
	Parking Costs		
Printing	Comprehensive Annual Financial Report (CAFR)	1,000	1,000
	Proposed Budget		
	Adopted Budget		
Education & Registration	Conferences, Training, Workshops	3,500	3,500
Books & Publications	GFOA Subscriptions	100	100
	Florida Administrative Weekly		
	Other Financial Subscriptions		
Dues & Memberships	Professional Organizations	3,474	3,474
Maintenance - Contracts	Avenet/GovOffice (Website Hosting)	2,500	2,500
	BS&A ERP System	30,000	30,000
	GFI (Email archive)	800	800
	GoLocal App	1,000	-
	SeeClickFix	7,500	7,500
	Palo Alto Networks PA-820_CH Firewall	3,100	3,100
	Palo Alto Networks PA-220_UT Firewall	300	300
	Palo Alto Networks PA-220_PT Firewall	300	300
	Palo Alto Networks PA-220_Fleet	300	300
	Palo Alto Networks PA-220_FWP	300	300
	PRTG Network Monitor	500	500
	Microsoft Azure	1,800	1,800
	Microsoft Office 365	10,000	10,000
	Splashtop Remote	1,000	1,000
	Webroot Antivirus Software	2,200	2,200
	COMTRADE SW HYCU ENT ED 1SKT	1,980	1,980
	Nutanix Xi Leap (Disaster Recovery)	13,000	13,000
	ManageEngine Service Desk Plus	1,200	1,200
	Shared Photocopy Service (40%)	1,400	1,400
	Total	**79,180**	**78,180**
Supplies - Office	Supplies & Furniture < $1,000	3,000	3,000

Finance - Footnote Detail

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GL Name/Footnote	Footnote Detail	FY 2020 Proposed Budget	FY 2020 Adopted Budget
Supplies - Data Processing	Stock Paper & Check Stock	2,000	2,000
	Toner & Ink Cartridges		
Supplies - Minor IT Equipment	APC Batteries	8,000	8,000
	Misc. (e.g. SSD Drives)	2,000	-
	Total	**10,000**	**8,000**
Equipment & Machinery - Computers	SSD Drive	200	-

LEGAL



LEGAL

Mission:

To provide timely, efficient, and cost-effective legal services and representation to the City of Cooper City.

FY 2019 Year to Date Accomplishments:

- Negotiated and resolved dispute with Renaissance Charter School related to the school's legal requirement to provide a school resource officer ("SRO") onsite and collected a reimbursement from the school for the costs incurred by the Broward Sheriff's Office (BSO) to ensure compliance with the SRO requirements.
- Assisted the City Manager and City staff with the consideration of a request for a reasonable accommodation, pursuant to the Americans with Disabilities Act the Fair Housing Act.
- Assisted the City Manager and the City's professional staff in negotiating a new contract with the Broward Sheriff's Office for law enforcement and fire rescue services.
- Assisted the City's professional staff with the drafting of a comprehensive procurement code for the City.
- Drafted and reviewed ordinances and resolutions consistent with the direction of the City Commission and/or the recommendations of the City's professional staff.
- Coordinated with the City's professional staff and outside counsel regarding the City's website and ADA compliance.
- Assisted the City Manager and City Commission with various personnel/human resources issues.
- Coordinated with the City's prior counsel regarding the transition of all pending litigation matters, including lien foreclosures.
- Provided legal advice to the City Commission and City staff related to ethics matters and compliance with the Broward County Code of Ethics for Elected Officials and Ch. 112, F.S.
- Provided training to the City's advisory boards regarding the Sunshine Law, the Florida Public Records Act, and public service ethics.
- Coordinated with City staff and Broward Sheriff's Office regarding code enforcement matters, special magistrate procedures and compliance with Ch. 162, F.S.

Goals for FY 2020:

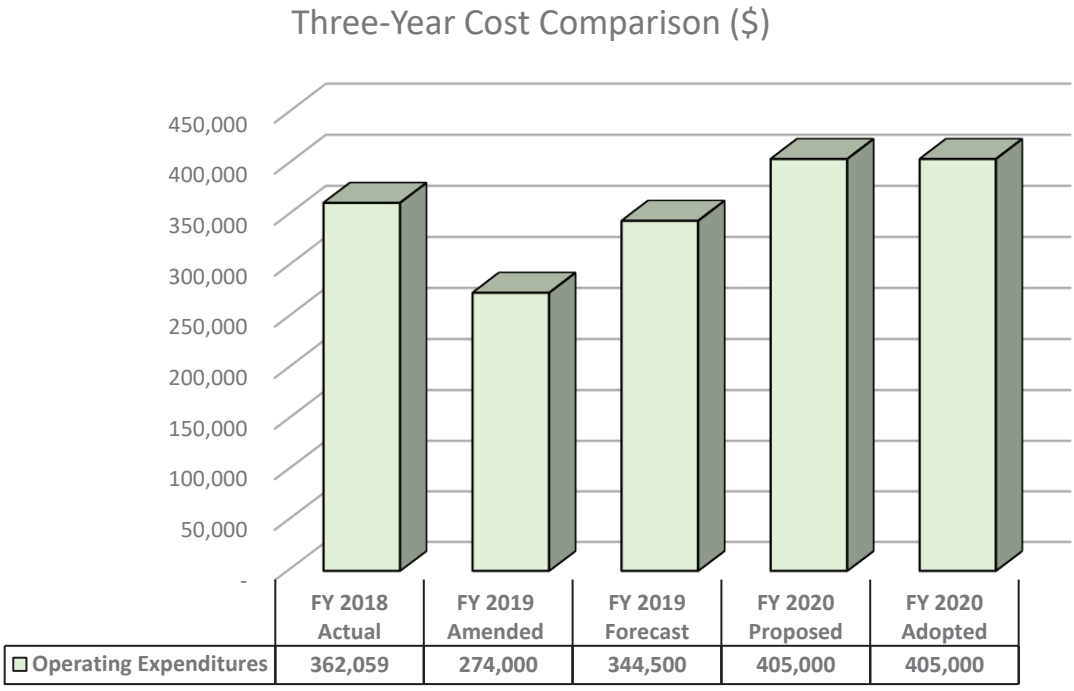
- To work closely and effectively with the City Commission, City Manager, and City staff to continue to develop a proactive legal approach to lessen risk and litigation exposure. The City Attorney's Office will accomplish this by delivering quality, professional legal services that achieve total client satisfaction.
- Advise and assist the Mayor, the City Commission, the City Manager, and the City staff on legal matters in order to best protect the interests of the City and to ensure compliance with all applicable City, State and Federal laws.
- Assist the City, as needed, in the attainment of the objectives of the City and all departments thereof.

LEGAL (CONTINUED)

Goals for FY 2020 continued:

- Update and amend the City's Code of Ordinances to adapt to the needs of the City and to eliminate outdated and/or inconsistent provisions.
- Increase revenue and/or cost savings opportunities through the implementation of aggressive strategies; compliance monitoring; fine and forfeiture procedures; the initiation and prosecution of litigation by the City; and aggressive contract negotiations with City vendors, suppliers, and consultants.

Budget Summary



	FY 2018 Actual	FY 2019 Amended	FY 2019 Forecast	FY 2020 Proposed	FY 2020 Adopted
Operating Expenditures	362,059	274,000	344,500	405,000	405,000

Legal

$	FY 2018	FY 2019			FY 2020		
	Actuals	Amended Budget	Forecast	Over/ (Under) FY 2019 Budget	Proposed Budget	Adopted Budget	Over/ (Under) FY 2020 Proposed
Operating Expenditures							
Professional Services - City Attorney*	311,793	220,000	285,000	65,000	348,000	348,000	-
Professional Services - Other Legal Exp.*	49,105	51,000	58,000	7,000	55,000	55,000	-
Printing - Code Supplement	1,161	3,000	1,500	(1,500)	2,000	2,000	-
Operating Expenditures	**362,059**	**274,000**	**344,500**	**70,500**	**405,000**	**405,000**	**-**
Legal Total	**362,059**	**274,000**	**344,500**	**70,500**	**405,000**	**405,000**	**-**

*Related footnote on following page

Legal - Footnote Detail

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Account Name	Footnote Detail	FY 2020 Proposed Budget	FY 2020 Adopted Budget
Professional Services - City Attorney	Legal Fees	348,000	348,000
Professional Services - Other Legal Exp.	Lobbyist Fee	50,000	50,000
	Pension Legal Fees/Other	5,000	5,000
	Total	**55,000**	**55,000**

BOARDS & COMMITTEES



BOARDS & COMMITTEES

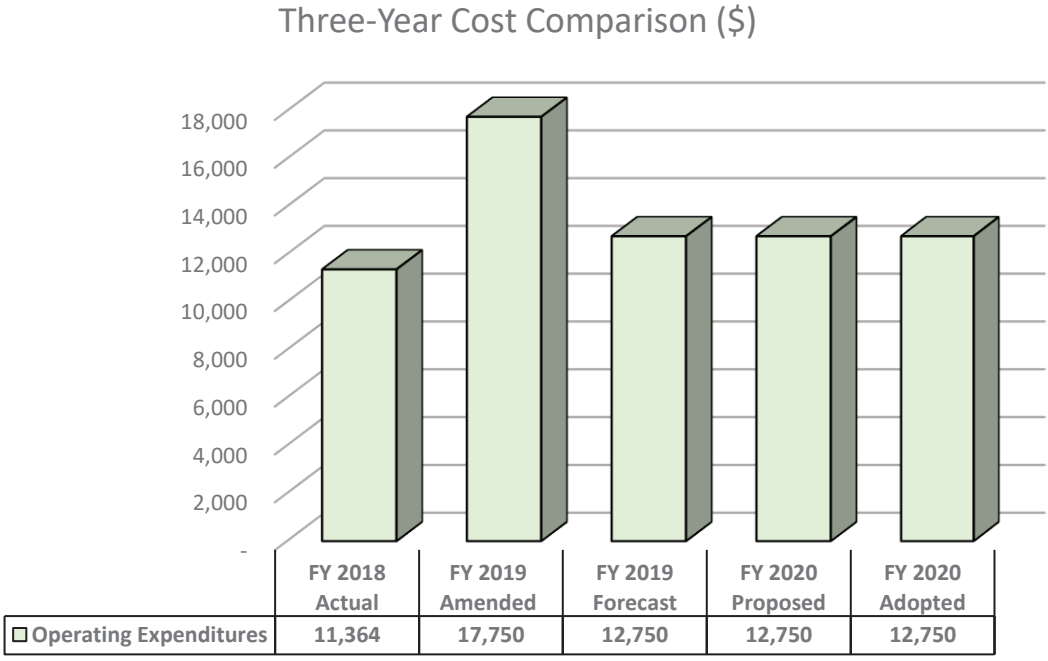
Mission:

The advisory boards and committees are bodies that provide non-binding strategic advice to the Commission. Advisory board members are appointed by the City Commission. The advisory boards in the City of Cooper City are comprised of the following boards:

- Public Safety Advisory Board
- Business Advisory Board
- Education Advisory Board
- General Employees' Pension Plan Board
- Manager's Pension Plan Board
- Cooper City Fire Pension Board
- Cooper City Police Pension Board
- Green Advisory Board
- Planning and Zoning Board
- Recreation Advisory Board
- Charter Review Board
- Finance Advisory Board



Budget Summary



	FY 2018 Actual	FY 2019 Amended	FY 2019 Forecast	FY 2020 Proposed	FY 2020 Adopted
Operating Expenditures	11,364	17,750	12,750	12,750	12,750

Boards & Committees

$	FY 2018	FY 2019			FY 2020		
	Actuals	Amended Budget	Forecast	Over/ (Under) FY 2019 Budget	Proposed Budget	Adopted Budget	Over/ (Under) FY 2020 Proposed
Operating Expenditures							
Board - Business Advisory	1,567	5,000	2,000	(3,000)	2,000	2,000	-
Board - Education Advisory*	3,791	5,000	4,000	(1,000)	4,000	4,000	-
Board - Green Advisory	1,146	1,250	1,250	-	1,250	1,250	-
Board - Senior Citizen Advisory*	4,859	6,500	5,500	(1,000)	5,500	5,500	-
Operating Expenditures	**11,364**	**17,750**	**12,750**	**(5,000)**	**12,750**	**12,750**	**-**
Boards & Committees Total	**11,364**	**17,750**	**12,750**	**(5,000)**	**12,750**	**12,750**	**-**

*Related footnote on following page

Boards & Committees - Footnote Detail

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Account Name	Footnote Detail	FY 2020 Proposed Budget	FY 2020 Adopted Budget
Board - Education Advisory	Teacher Appreciation Lunch	3,000	3,000
	EAB Branding	1,000	1,000
	Education Grants & Financial RSRC Workshop		
	Workshop Mailer		
	Total	**4,000**	**4,000**
Board - Senior Citizen Advisory	Senior Expo & other events	5,500	5,500

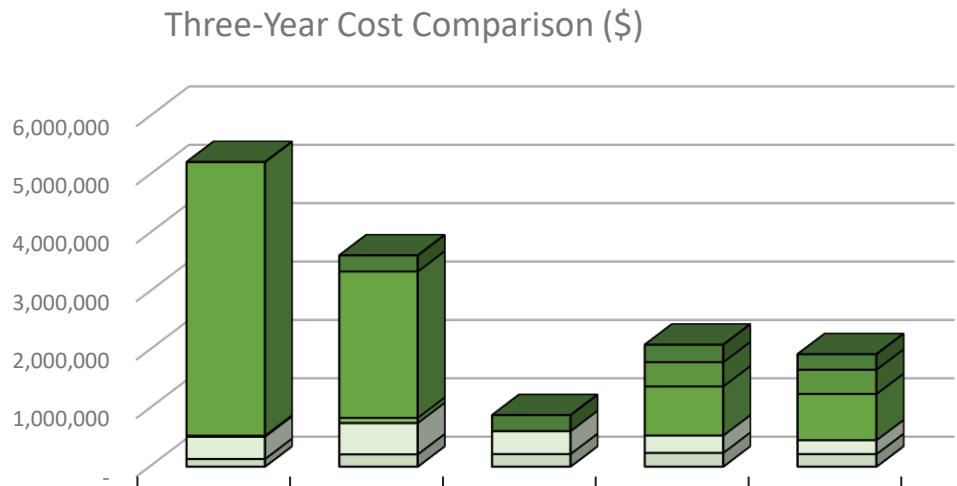
NON-DEPARTMENTAL

NON-DEPARTMENTAL

Mission:

To provide a financial framework for consolidating Citywide charges such as, insurance, utilities, and employee events.

Budget Summary



	FY 2018 Actual	FY 2019 Amended	FY 2019 Forecast	FY 2020 Proposed	FY 2020 Adopted
Contingency	995	276,053	275,000	300,000	266,887
Debt Service	-	-	-	414,873	414,873
Transfers Out	4,685,843	2,505,860	-	840,870	792,448
Departmental Capital	17,556	90,000	-	-	-
Operating Expenditures	381,581	535,458	391,718	297,366	237,376
Personnel Services	132,207	212,420	216,792	236,489	216,292

Non-Departmental

$	FY 2018	FY 2019			FY 2020		
	Actuals	Amended Budget	Forecast	Over/ (Under) FY 2019 Budget	Proposed Budget	Adopted Budget	Over/ (Under) FY 2020 Proposed
Benefits							
Benefits - Retirement (Retirees)*	3,600	3,600	3,600	-	3,600	3,600	-
Benefits - Group Ins. (Retirees)*	128,607	198,820	210,192	11,372	230,389	210,192	(20,197)
Benefits - Unemployment Compensation	-	10,000	3,000	(7,000)	2,500	2,500	-
Personnel Services	**132,207**	**212,420**	**216,792**	**4,372**	**236,489**	**216,292**	**(20,197)**
Operating Expenditures							
Professional Services	9,798	42,941	18,000	(24,941)	-	-	-
Professional Services - Accounting/Audit	42,663	24,337	21,118	(3,219)	-	-	-
Professional Services - Miscellaneous*	39,552	102,350	33,000	(69,350)	33,000	33,000	-
Public Relations*	75,769	60,000	70,000	10,000	5,600	1,610	(3,990)
Events*	-	-	-	-	15,000	10,750	(4,250)
Advertisements*	-	-	-	-	5,500	5,500	-
Insurance - Liability*	111,908	129,630	122,000	(7,630)	132,122	136,672	4,550
Utilities - Telephone & Internet	12,067	15,000	13,000	(2,000)	7,644	7,644	-
Utilities - Electricity	15,967	20,000	17,000	(3,000)	17,000	17,000	-
Utilities - Water & Sewer	8,429	11,000	6,500	(4,500)	6,600	6,600	-
Maintenance - Contracts	-	700	-	(700)	-	-	-
Supplies - Office*	3,087	-	100	100	100	100	-
Postage*	16,191	20,000	18,000	(2,000)	18,500	18,500	-
Program Expense - Code E/V Assistance	-	10,000	-	(10,000)	-	-	-
Program Expense - School Assistance*	23,022	50,000	50,000	-	25,000	-	(25,000)
Donations*	23,127	49,500	23,000	(26,500)	31,300	-	(31,300)
Operating Expenditures	**381,581**	**535,458**	**391,718**	**(143,740)**	**297,366**	**237,376**	**(59,990)**
Departmental Capital							
Improvements - General Projects	-	90,000	-	(90,000)	-	-	-
Equipment & Machinery - Vehicles	17,556	-	-	-	-	-	-
Departmental Capital	**17,556**	**90,000**	**-**	**(90,000)**	**-**	**-**	**-**
Transfers Out							
General Govt. Transfer to Building	35,923	125,860	-	(125,860)	-	-	-
General Govt. Transfer to Road & Bridge*	799,920	445,000	-	(445,000)	632,235	706,698	74,463
General Govt. Transfer to Capital Projects*	3,850,000	1,935,000	-	(1,935,000)	208,635	85,750	(122,885)
Transfers Out	**4,685,843**	**2,505,860**	**-**	**(2,505,860)**	**840,870**	**792,448**	**(48,422)**
Debt Service							
Debt Service to Water/Sewer	-	-	-	-	414,873	414,873	-
	-	**-**	**-**	**-**	**414,873**	**414,873**	**-**
Contingency							
Contingency	995	276,053	275,000	(1,053)	300,000	266,887	(33,113)
Contingency	**995**	**276,053**	**275,000**	**(1,053)**	**300,000**	**266,887**	**(33,113)**
Nondepartmental Total	**5,218,182**	**3,619,791**	**883,510**	**(2,736,281)**	**2,089,598**	**1,927,876**	**(161,722)**

*Related footnote on following page

Nondepartmental - Footnote Detail

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Account Name	Footnote Detail	FY 2020 Proposed Budget	FY 2020 Adopted Budget
Benefits - Retirement (Retirees)	Commission retirement expenses moved to Non-Dept. for FY 18, FY 19, and FY 20 Proposed	3,600	3,600
Benefits - Group Insurance (Retirees)	Commission, Administration, Finance, & Recreation group insurance retiree expenses moved to Non-Dept. for FY 18, FY 19, and FY 20 Proposed	230,389	210,192
Professional Services - Miscellaneous	Webcasting Commission Meetings - Granicus	19,000	19,000
	Meeting Recording - Full Moon	5,000	5,000
	County document Recording Fees	2,000	2,000
	DocuWare Support - USA ScanPro	4,500	4,500
	Social Media Archive Services - ArchiveSocial	2,500	2,500
	Total	**33,000**	**33,000**
Public Relations	Archiving Socal Media Accounts	1,990	-
	Breakfast w/Principals	360	360
	Flowers	1,000	-
	GoLocal App	1,000	-
	Coffee	250	250
	City Business App	1,000	1,000
	Total	**5,600**	**1,610**
Events	Autism Awareness	1,500	-
	Breast Cancer Awareness	500	-
	United Way	42	-
	Employee Appreciation Luncheon	5,126	5,000
	Employee Holiday Luncheon	4,160	4,000
	Employee Luncheon - Halloween	872	750
	Principals Breakfast	151	-
	Senior Advisory Board	150	-
	Teacher Retirements	168	-
	Women in Business Luncheon	311	-
	Cooper Academy	1,316	1,000
	Other Misc. Events	704	-
	Total	**15,000**	**10,750**
Advertising	Advertisement - Sports Activity Directory	3,120	3,120
	Founder's Day Advertisement	1,978	1,978
	Hootsuite - Socail Media Management Platform	228	228
	Other	174	174
	Total	**5,500**	**5,500**
Insurance - Liability	Liability	126,071	130,621
	Flood	6,051	6,051
	Total	**132,122**	**136,672**
Supplies - Office	Copier Paper – City Hall	100	100
Postage	Passports	18,500	18,500
	General Mail		
Program Expense - School Assistance	Miscellaneous Equipment	25,000	-
Donations	Areawide Council on Aging	19,300	-
	211 Broward	5,000	-
	Other	7,000	-
	Total	**31,300**	**-**

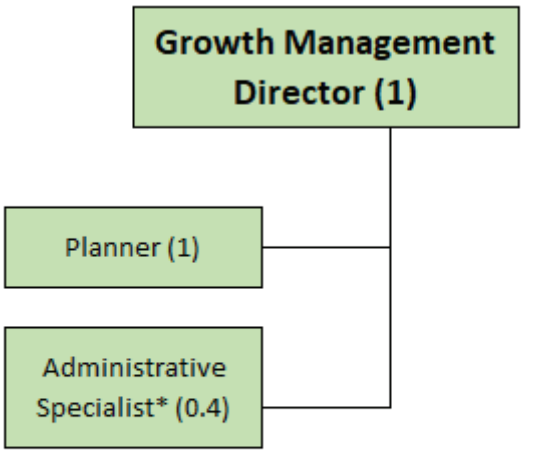
GROWTH MANAGEMENT



GROWTH MANAGEMENT

Mission:

The Growth Management Department's mission is to effectively manage growth and development in the City to achieve a quality of life, which balances a sensitivity to the environment with a mindfulness for serving the fullest needs of its residents and businesses.



*Administrative Specialist - 60% paid out of Building Dept., 40% paid out of Growth Management Dept.

FY 2019 Year to Date Accomplishments:

- Successfully processed eight Code changes through City Commission approval.
- Successfully processed multiple land development petitions through City Commission approval.
- Published the Flood Preparedness Newsletter and other activities that are crucial to maintain Cooper City's Class 7 Rating under FEMA's Community Rating System (CRS) Program.
- Successfully showcased the Growth Management Department at the Cooper Academy presentation.
- Continued to successfully manage and implement the Development Review Process through coordination of the Development Review Committee (DRC), the Planning & Zoning Board, presenting City Commission Items, and finally through permit reviews and inspections.
- Continued to successfully implement current planning activities such as technical assistance to customers; Administrative Plan Reviews; Local Business Tax Receipts; Alcoholic Beverage License Reviews; Records Requests; etc.

GROWTH MANAGEMENT (CONTINUED)

Goals for FY 2020:

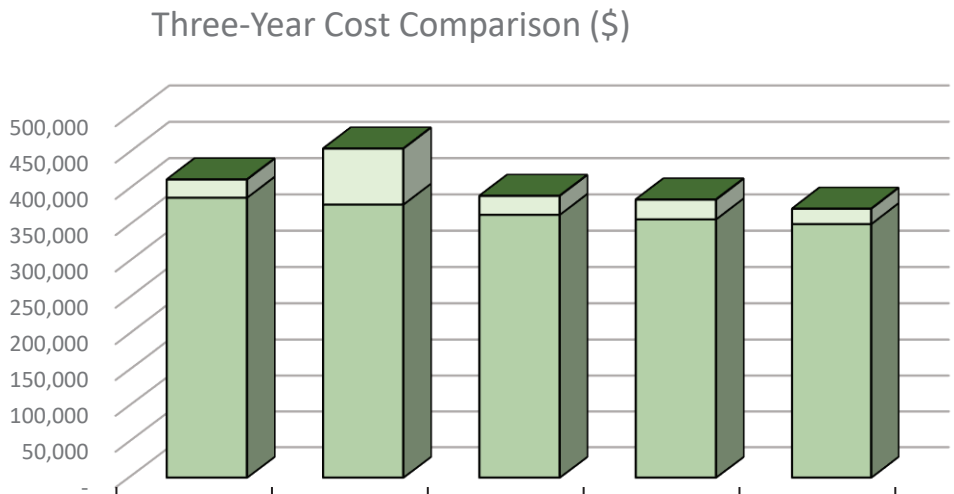
- Achieve an improved Class 6 Rating in FEMA's CRS Program, which would result in an additional 5% reduction in flood insurance premiums for our residents and businesses residing in the Flood Hazard Areas.
- Process a minimum of two Code changes per month through the City Commission.
- Process land development petitions through the City Commission according to prescribed timeframes.

Performance Measures:

PERFORMANCE MEASURE	INDICATOR	FY 2019 YTD RESULTS	FY 2020 TARGET
Achieve improved Class 6 Rating in FEMA's CRS Program	Written determination of achievement of Class 6 Rating in FEMA's CRS Program from FEMA	Class 7 Rating	Achieve Class 6 Rating
Process two Code changes per month through the City Commission (2 changes/month=24 changes total)	Record results from City Commission Agendas/Minutes	8	24
Process land development petitions through the City Commission within the prescribed timeline (Unadvertised petitions = 4 months or less Advertised petitions = 7 months or less	Record results from City Commission Agendas/Minutes and petition logs	Met 4 month & 7 month timelines	Meet 4 month & 7 month timelines

GROWTH MANAGEMENT (CONTINUED)

Budget Summary



	FY 2018 Actual	FY 2019 Amended	FY 2019 Forecast	FY 2020 Proposed	FY 2020 Adopted
Departmental Capital	-	-	-	200	-
Operating Expenditures	25,076	77,190	26,140	27,130	21,130
Personnel Services	387,929	378,410	364,315	358,075	351,556

Position Listing

Position Summary								
	FY 2018		FY 2019		FY 2020 Proposed		FY 2020 Adopted	
Full Time (FT)/Other	**FT**	**Other**	**FT**	**Other**	**FT**	**Other**	**FT**	**Other**
Growth Mgmt. Director	1	-	1	-	1	-	1	-
Planner	1	-	1	-	1	-	1	-
Admin. Specialist*	-	-	0.4	-	0.4	-	0.4	-
Total	**2**	**-**	**2.4**	**-**	**2.4**	**-**	**2.4**	**-**
Full Time Equivalent	**2**	**-**	**2.4**	**-**	**2.4**	**-**	**2.4**	**-**

*1 Administrative Specialist shared with the Building Dept. (60% paid out of Building Dept., 40% paid out of Growth Management Dept.

Growth Management

$	FY 2018	FY 2019			FY 2020		
	Actuals	Amended Budget	Forecast	Over/ (Under) FY 2019 Budget	Proposed Budget	Adopted Budget	Over/ (Under) FY 2020 Proposed
Wages							
Salaries - Regular	211,431	204,550	233,751	29,201	245,233	241,624	(3,609)
Salaries - Overtime	-	1,520	200	(1,320)	200	200	-
Special Pay - Cell Phone	840	840	840	-	840	840	-
Total Wages	**212,271**	**206,910**	**234,791**	**27,881**	**246,273**	**242,664**	**(3,609)**
Benefits							
Benefits - FICA	14,955	14,910	17,361	2,451	18,099	18,564	465
Benefits - Retirement	117,288	112,070	57,844	(54,226)	33,232	33,256	24
Benefits - Group Insurance	42,789	44,290	54,053	9,763	60,191	56,884	(3,307)
Benefits - Workers Compensation	626	230	266	36	280	188	(92)
Total Benefits	**175,658**	**171,500**	**129,524**	**(41,976)**	**111,802**	**108,892**	**(2,910)**
Personnel Services	**387,929**	**378,410**	**364,315**	**(14,095)**	**358,075**	**351,556**	**(6,519)**
Operating Expenditures							
Professional Services - Miscellaneous*	10,970	19,230	10,240	(8,990)	10,240	10,240	-
Travel & Per Diem*	105	1,300	1,300	-	1,900	1,900	-
Printing*	197	3,500	1,000	(2,500)	1,000	1,000	-
Education & Registration*	85	1,000	1,000	-	1,600	1,600	-
Books & Publications*	-	100	100	-	100	100	-
Dues & Memberships*	1,523	1,500	1,500	-	1,650	1,650	-
Utilities - Telephone & Internet	2,266	2,600	1,700	(900)	2,280	2,280	-
Maintenance - Contracts*	1,477	1,500	1,500	-	1,500	1,500	-
Supplies - Office*	123	1,260	600	(660)	660	660	-
Supplies - Special	-	-	-	-	-	-	-
Supplies - Other*	-	200	200	-	200	200	-
Program Expense - CDBG*	8,330	45,000	7,000	(38,000)	6,000	-	(6,000)
Operating Expenditures	**25,076**	**77,190**	**26,140**	**(51,050)**	**27,130**	**21,130**	**(6,000)**
Departmental Capital							
Equipment & Machinery - Computers*	-	-	-	-	200	-	(200)
Departmental Capital	**-**	**-**	**-**	**-**	**200**	**-**	**(200)**
Growth Management Total	**413,005**	**455,600**	**390,455**	**(65,145)**	**385,405**	**372,686**	**(12,719)**

*Related footnote on following page

Growth Management - Footnote Detail

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Account Name	Footnote Detail	FY 2020 Proposed Budget	FY 2020 Adopted Budget
Professional Services - Miscellaneous	CRS Max Consultants, Inc. – For FEMA's Community Rating System (CRS) Program	3,960	3,960
	Comprehensive Planning	6,280	6,280
	Traffic Studies		
	Appraisals		
	Computer Mapping		
	Misc. Professional Services		
	Total	**10,240**	**10,240**
Travel & Per Diem	Florida American Planning Association (FAPA) Conference	1,900	1,900
	Seminars/Workshops		
	Professional Development Courses		
	American Planning Association (APA) AICP Certification - Continuing education credits for Director		
Printing	Outreach Projects for FEMA CRS Certification	585	585
	Special Flyers for public outreach projects		
	Flood Newsletter required for FEMA CRS Certification	415	415
	Total	**1,000**	**1,000**
Education & Registration	FAPA Conference	1,600	1,600
	Broward American Planning Association (BAPA) Events		
	Seminars/Webinars		
	Workshops		
	Continuing education courses for maintaining Director's AICP Certification Credits		
Books & Publications	Urban Land Institute (ULI) & APA Publications	100	100
Dues & Memberships	APA	1,315	1,315
	Seminars	335	335
	FAPA		
	BAPA		
	AICP		
	ULI		
	Total	**1,650**	**1,650**
Maintenance - Contracts	Comprehensive Mapping Software Licenses	1,500	1,500
Supplies - Office	Copy paper for Bldg. & Growth Mgmt. Dept.	660	660
	Misc. office supplies		
Supplies - Other	Small office equipment & emergency supplies	200	200
Program Expense - CDBG	Community Development Block Grant (CDBG) Funding Allocation Consultant Fee	6,000	-
Equipment & Machinery - Computers	Solid State Drive (SSD)	200	-

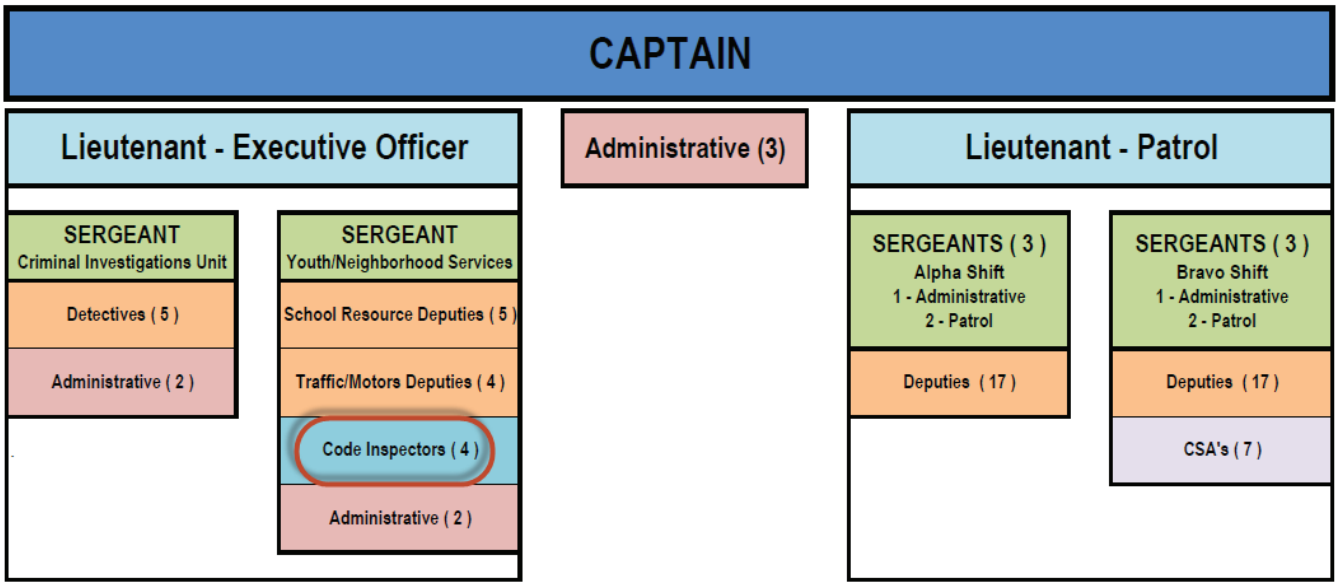
BROWARD SHERIFF'S OFFICE (BSO) CODE ENFORCEMENT



BROWARD SHERIFF'S OFFICE (BSO) CODE ENFORCEMENT

Mission:

The Code Enforcement Division's mission is to uniformly and consistently enforce Cooper City Code of Ordinances and Land Development Regulations, and to promote and protect the health, safety, welfare, and quality of life for residents, businesses, and visitors of the City of Cooper City, Florida through achieving voluntary compliance as set forth in the Florida Statutes Chapter 162.



FY 2019 Year to Date Accomplishments:

Code Enforcement has been operating using an antiquated paper-based records management system. In an effort to increase operational efficiency and productivity, Code Enforcement decided to convert to an electronic system. In 2019, Code Enforcement worked with the City to research electronic database systems that would not only allow for paperless reports, but also provide electronic file sharing capabilities with the City Clerk's Office. Code Enforcement met with other Code Enforcement agencies, tested available software options, and ultimately selected iWorq as the new records management system. Code Enforcement is still in the process of implementing the new system, which will be completed during the remainder of 2019.

Goals for FY 2020:

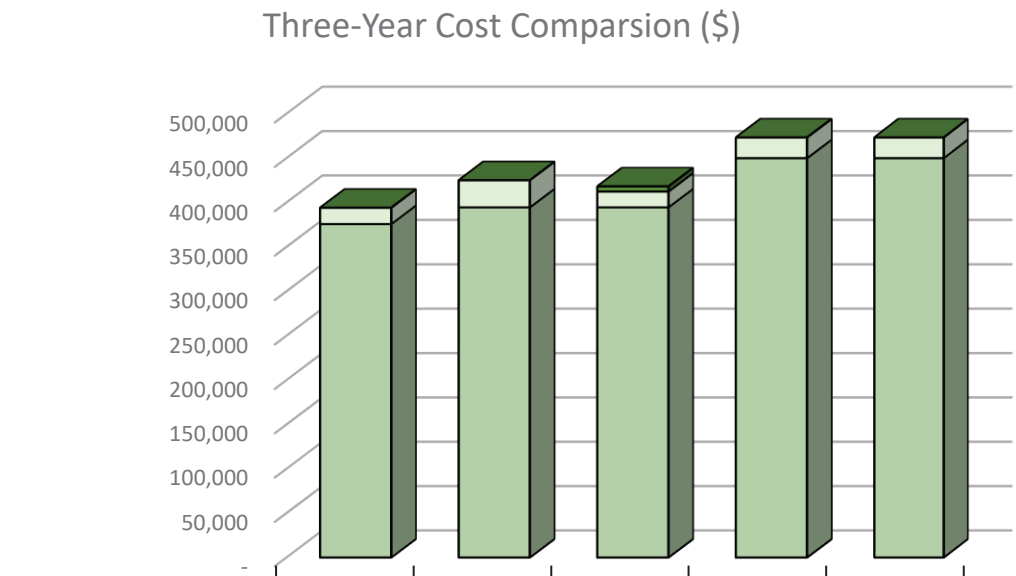
- **Code Enforcement –** The effective enforcement of property standards seeks to enhance health, safety, and quality of life for the community. Deteriorated properties cannot only pose risks to safety and property values, but studies show they may also increase the amount of crime in an area.

BSO CODE ENFORCEMENT (CONTINUED)

Goals for FY 2020 continued:

- Work with the community, City officials, and homeowners associations to identify problem areas and repeat offenders.
- Collaborate with community organizations and State agencies, such as health departments and family services, to provide assistance and encourage compliance.
- Educate the community about the benefits of ordinance requirements and code standards to take a proactive approach to prevent violations from occurring.
- Utilize historical knowledge, ongoing analysis and community feedback to deploy district resources in the most efficient and effective manner.
- Develop a new electronic records management system to streamline case assignment and improve workload efficiency.
- Provide an annual review of the Code of Ordinance and code related concerns.
- Provide an informative, practical, and educational class annually.
- Encourage positive and accurate communication between the City, residents, and business owners.
- Distribute information for common code violations and practical compliance solutions/remedies.

Budget Summary



	FY 2018 Actual	FY 2019 Amended	FY 2019 Forecast	FY 2020 Proposed	FY 2020 Adopted
Departmental Capital	-	-	5,750	-	-
Operating Expenditures	18,344	30,500	17,800	23,250	23,250
BSO Contract	375,800	394,600	394,600	450,000	450,000

BSO CODE ENFORCEMENT (CONTINUED)

Position Listing

Position Summary								
	FY 2018		FY 2019		FY 2020 Proposed		FY 2020 Adopted	
Full Time (FT)/Other	**FT**	**Other**	**FT**	**Other**	**FT**	**Other**	**FT**	**Other**
Code Enforcement Officers	3	–	3	–	4	–	4	–
Total (Contract)	**3**	**–**	**3**	**–**	**4**	**–**	**4**	**–**
Full-Time Equivalent	**3.0**	**–**	**3.0**	**–**	**4.0**	**–**	**4.0**	**–**

BSO - Code Enforcement

$	FY 2018	FY 2019			FY 2020		
	Actuals	Amended Budget	Forecast	Over/ (Under) FY 2019 Budget	Proposed Budget	Adopted Budget	Over/ (Under) FY 2020 Proposed
Contract							
Broward Sheriff's Office (BSO)*	375,800	394,600	394,600	-	450,000	450,000	-
Contract	**375,800**	**394,600**	**394,600**	**-**	**450,000**	**450,000**	**-**
Operating Expenditures							
Professional Services - Legal*	4,659	10,000	4,000	(6,000)	6,000	6,000	-
Utilities - Telephone, Internet, Cable	-	-	800	800	2,250	2,250	-
Postage*	3,385	7,500	3,000	(4,500)	3,000	3,000	-
Supplies - Other*	-	-	1,000	1,000	2,000	2,000	-
Program Expense - Foreclosed Property*	10,300	13,000	9,000	(4,000)	10,000	10,000	-
Operating Expenditures	**18,344**	**30,500**	**17,800**	**(12,700)**	**23,250**	**23,250**	**-**
Departmental Capital							
Equipment & Machinery - Software Programs	-	-	5,750	5,750	-	-	-
Departmental Capital	**-**	**-**	**5,750**	**5,750**	**-**	**-**	**-**
BSO - Code Enforcement Total	**394,144**	**425,100**	**418,150**	**(6,950)**	**473,250**	**473,250**	**-**

*Related footnote on following page

Code Enforcement - Footnote Detail

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Account Name	Footnote Detail	FY 2020 Proposed Budget	FY 2020 Adopted Budget
Broward Sheriff's Office (BSO)	Contract under negotiation	450,000	450,000
Professional Services - Legal	Recording Fees	1,500	1,500
	Magistrate Fees	4,500	4,500
	Total	**6,000**	**6,000**
Postage	Certified Mail	3,000	3,000
Supplies - Other	Code Enforcement Automation Supplies	2,000	2,000
Program Expense - Foreclosed Property	Maintenance of Properties	10,000	10,000

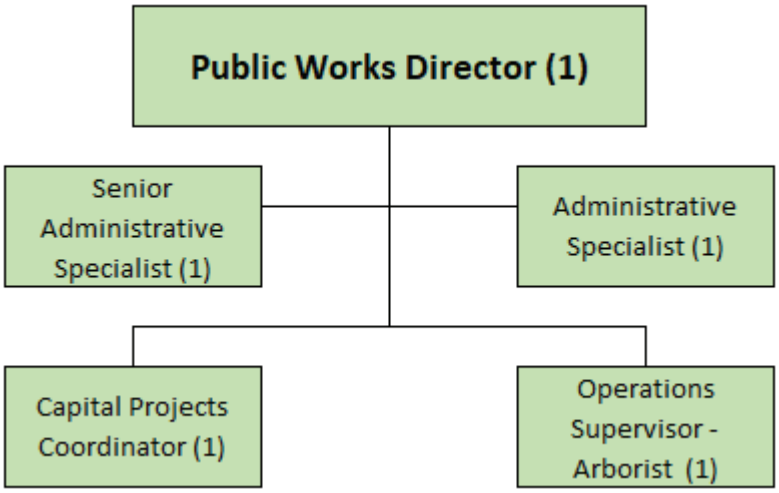
PUBLIC WORKS ADMINISTRATION



PUBLIC WORKS ADMINISTRATION

Mission:

To provide overall management and leadership of the Public Works Department; thereby, ensuring the most responsive, cost-effective, friendly, quality professional services in regard to providing parks maintenance, building maintenance, roadway services, and fleet services to the City and community.



FY 2019 Year to Date Accomplishments:

- Responded to resident online reported problems (SeeClickFix) within 24 hours 90% of the time.
- Delivered or exchanged recycle collection carts within one week.
- Managed and oversaw construction and opening of Flamingo West Park.
- Managed and oversaw the City's General Fund Capital Improvement Program (CIP), including completion of the superb Flamingo West Park.

Goals for FY 2020:

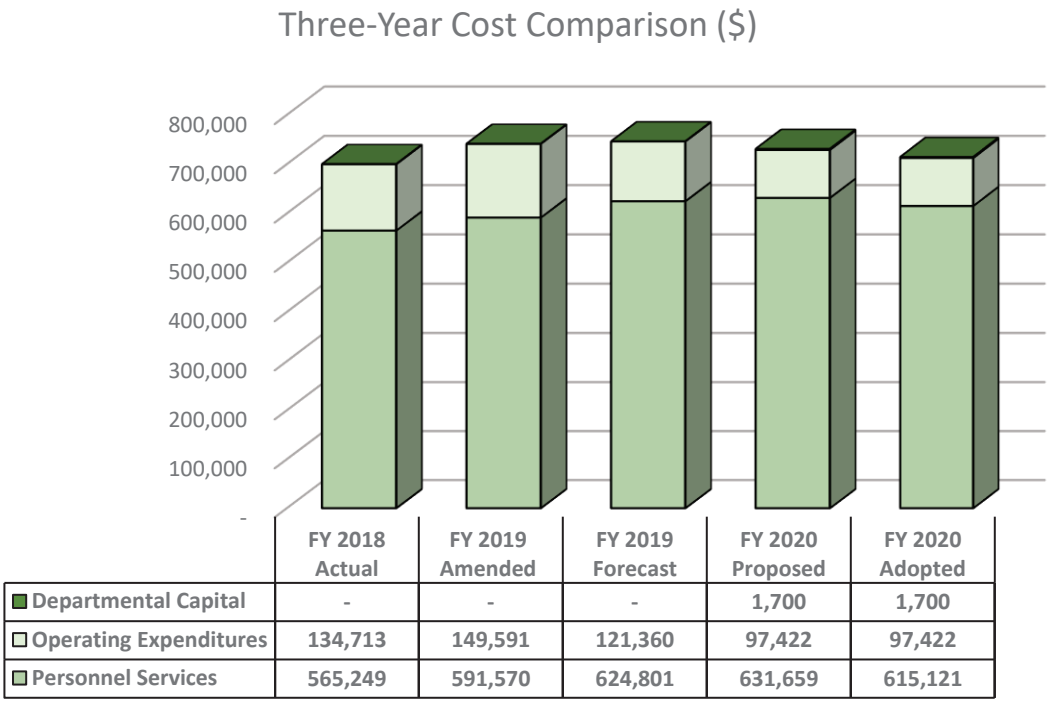
- Respond to SeeClickFix items within 24 hours 93% of the time.

Performance Measures:

PERFORMANCE MEASURE	INDICATOR	FY 2019 YTD RESULTS	FY 2020 TARGET
Employee Training/Safety Classes	# of employee trainings/safety classes held	20	20
Invoices processed	# of invoices processed for Public Works	2,600	2,600
Foreclosed property maintenance jobs	# of foreclosed prop. maintenance jobs managed by PW Admin.	245	200
Capital Projects managed & completed	# of capital projects managed & completed	9	10

PUBLIC WORKS ADMINISTRATION (CONTINUED)

Budget Summary



	FY 2018 Actual	FY 2019 Amended	FY 2019 Forecast	FY 2020 Proposed	FY 2020 Adopted
Departmental Capital	-	-	-	1,700	1,700
Operating Expenditures	134,713	149,591	121,360	97,422	97,422
Personnel Services	565,249	591,570	624,801	631,659	615,121

Position Listing

Position Summary								
	FY 2018		FY 2019		FY 2020 Proposed		FY 2020 Adopted	
Full Time (FT)/Other	**FT**	**Other**	**FT**	**Other**	**FT**	**Other**	**FT**	**Other**
Public Works Director	1	–	1	–	1	–	1	–
Sr. Admin. Specialist	1	–	1	–	1	–	1	–
Admin. Specialist	1	–	1	–	1	–	1	–
Operations Supervisor - Parks	1	–	1	–	1	–	1	–
Capital Projects Coordinator	1	–	1	–	1	–	1	–
Total	**5**	**–**	**5**	**–**	**5**	**–**	**5**	**–**
Full-Time Equivalent	**5.0**	**–**	**5.0**	**–**	**5.0**	**–**	**5.0**	**–**

Public Works Administration

$	FY 2018	FY 2019			FY 2020		
	Actuals	Amended Budget	Forecast	Over/ (Under) FY 2019 Budget	Proposed Budget	Adopted Budget	Over/ (Under) FY 2020 Proposed
Wages							
Salaries - Regular	404,199	417,480	443,048	25,568	441,883	431,854	(10,029)
Salaries - Overtime	412	780	780	-	780	780	-
Special Pay - Cell Phone	2,585	2,520	2,520	-	2,520	2,520	-
Total Wages	**407,196**	**420,780**	**446,348**	**25,568**	**445,183**	**435,154**	**(10,029)**
Benefits							
Benefits - FICA	30,204	31,750	34,146	2,396	33,432	33,289	(143)
Benefits - Retirement	48,288	50,290	56,697	6,407	57,736	56,982	(754)
Benefits - Group Insurance	73,260	83,710	79,752	(3,958)	87,405	84,423	(2,982)
Benefits - Workers Compensation	6,301	4,870	7,688	2,818	7,733	5,103	(2,630)
Benefits - Medical	-	170	170	-	170	170	-
Total Benefits	**158,053**	**170,790**	**178,453**	**7,663**	**186,476**	**179,967**	**(6,509)**
Personnel Services	**565,249**	**591,570**	**624,801**	**33,231**	**631,659**	**615,121**	**(16,538)**
Operating Expenditures							
Professional Services - Miscellaneous*	73,565	73,803	45,000	(28,803)	15,000	15,000	-
Contractual Services*	11,250	16,000	16,000	-	16,720	16,720	-
Travel & Per Diem*	3,215	6,700	6,200	(500)	3,200	3,200	-
Travel - Local	214	300	300	-	300	300	-
Printing	833	1,000	1,000	-	1,000	1,000	-
Annual Events*	1,517	1,600	1,600	-	1,600	1,600	-
Education & Registration*	1,200	1,200	1,200	-	1,200	1,200	-
Books & Publications*	40	300	300	-	300	300	-
Dues & Memberships*	1,347	1,600	1,680	80	1,600	1,600	-
Utilities - Telephone & Internet	8,388	9,360	11,000	1,640	16,452	16,452	-
Utilities - Electricity	8,233	9,100	9,500	400	9,100	9,100	-
Maintenance - Communications*	981	1,000	1,000	-	1,000	1,000	-
Maintenance - Contracts*	12,843	13,850	14,500	650	17,570	17,570	-
Supplies - Office	3,654	5,899	4,500	(1,399)	4,500	4,500	-
Supplies - Special*	6,397	6,000	6,000	-	5,500	5,500	-
Supplies - Uniforms*	162	380	380	-	380	380	-
Supplies - Safety Equipment*	300	500	400	(100)	500	500	-
Supplies - Trophies & Awards	573	1,000	800	(200)	1,500	1,500	-
Operating Expenditures	**134,713**	**149,591**	**121,360**	**(28,231)**	**97,422**	**97,422**	**-**
Departmental Capital							
Equipment & Machinery - Computers	-	-	-	-	1,700	1,700	-
Departmental Capital	**-**	**-**	**-**	**-**	**1,700**	**1,700**	**-**
Public Works Administration Total	**699,962**	**741,161**	**746,161**	**5,000**	**730,781**	**714,243**	**(16,538)**

*Related footnote on following page

Public Works Administration - Footnote Detail

$

Account Name	Footnote Detail	FY 2020 Proposed Budget	FY 2020 Adopted Budget
Professional Services - Miscellaneous	Driver's License Check	200	200
	Inspect pedestrian bridges	14,800	14,800
	Total	**15,000**	**15,000**
Contractual Services	Courier Service	1,000	1,000
	Household Hazardous Waste Drop Off Program	15,720	15,720
	Total	**16,720**	**16,720**
Travel & Per Diem	American Public Works Association (APWA)	3,200	3,200
	International Society of Arboriculture (ISA)		
Annual Events	Tree & Plant Care Workshop	1,600	1,600
Education & Registration	American Public Works Association (APWA)	1,200	1,200
	International Society of Arboriculture (ISA)		
	Conference Registration		
	Operations Supervisor Management Training		
	Green Industry Training		
Books & Publications	Plant Finder	50	50
	Other	250	250
	Total	**300**	**300**
Dues & Memberships	American Public Works Association (APWA)	425	425
	Landscape Inspector's Association of Florida (LIAF)	110	110
	International Society of Arboriculture (ISA)	530	530
	Sports Turf Managers Associations (STMA)	100	100
	Arbor Day Foundation	15	15
	Florida Nursery Growers & Lanscape Association (FNGLA)	90	90
	Notary Renewal	130	130
	International City/County Management Association (ICMA)	200	200
	Total	**1,600**	**1,600**
Maintenance - Communications	Handheld Radios	1,000	1,000
	Batteries, Antenna		
Maintenance - Contracts	IWorq - Record Management System	4,720	4,720
	Copier rental plus copies	2,420	2,420
	KIP (Wide format printer)	5,208	5,208
	Easy Clocking (Timeclock) / Sekure ID	300	300
	Irrigation Clock & Flowguard System	3,920	3,920
	Other	1,002	1,002
	Total	**17,570**	**17,570**
Supplies - Special	Recycle Collection Carts	5,500	5,500
Supplies - Uniforms	Supervisors - uniforms & safety gear	380	380
Supplies - Safety Equipment	Boot Allowance - Field Operations Supervisor, Capital Projects Coordinator	300	300
	Safety Equipment	200	200
	Total	**500**	**500**
Supplies - Trophies & Awards	Employee of the Quarter/Year Awards	1,500	1,500

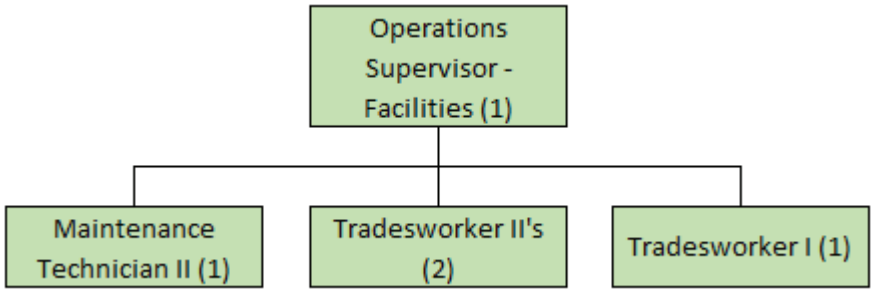
PUBLIC WORKS
PROPERTY MAINTENANCE



PUBLIC WORKS PROPERTY MAINTENANCE

Mission:

To provide the most responsive and cost-effective service in maintaining and preserving the City's buildings while providing a safe, clean, and properly maintained environment for City staff and the public.



FY 2019 Year to Date Accomplishments:

- Transitioned to high efficiency air conditioning filters in all City facilities
- Increased number of LED lamps on building interiors and exteriors

Goals for FY 2020:

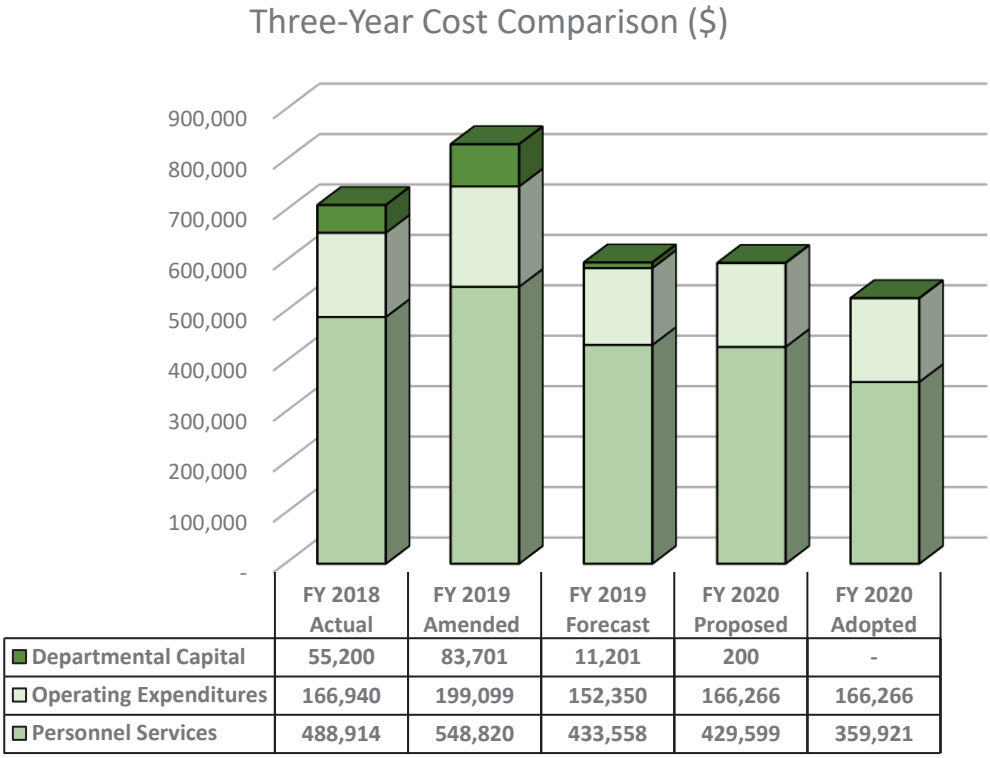
- Continue to retrofit lights to LED
- Install energy efficient variable frequency drive motor on main A/C unit at Pool & Tennis Center

Performance Measures:

PERFORMANCE MEASURE	INDICATOR	FY 2019 YTD RESULTS	FY 2020 TARGET
Work orders received & completed	# of works orders received & completed	1,100	1,400

PUBLIC WORKS PROPERTY MAINTENANCE (CONTINUED)

Budget Summary



	FY 2018 Actual	FY 2019 Amended	FY 2019 Forecast	FY 2020 Proposed	FY 2020 Adopted
Departmental Capital	55,200	83,701	11,201	200	-
Operating Expenditures	166,940	199,099	152,350	166,266	166,266
Personnel Services	488,914	548,820	433,558	429,599	359,921

Position Listing

Position Summary								
	FY 2018		FY 2019		FY 2020 Proposed		FY 2020 Adopted	
Full Time (FT)/Other	**FT**	**Other**	**FT**	**Other**	**FT**	**Other**	**FT**	**Other**
Operations Supervisor - Facilities	1	–	1	–	1	–	1	–
Electrician	1	–	1	–	–	–	–	–
Maintenance Foreman	1	–	1	–	–	–	–	–
Maintenance Technician II	1	–	1	–	1	–	–	–
Tradesworker II	1	–	1	–	2	–	2	–
Tradesworker I	1	–	1	–	1	–	1	–
Total	**6**	**–**	**6**	**–**	**5**	**–**	**4**	**–**
Full-Time Equivalent	**6.0**	**–**	**6.0**	**–**	**5.0**	**–**	**4.0**	**–**

Property Maintenance

$	FY 2018	FY 2019			FY 2020		
	Actuals	Amended Budget	Forecast	Over/ (Under) FY 2019 Budget	Proposed Budget	Adopted Budget	Over/ (Under) FY 2020 Proposed
Wages							
Salaries - Regular	323,785	362,370	282,780	(79,590)	269,988	229,038	(40,950)
Salaries - Overtime	3,704	1,510	2,500	990	2,500	2,500	-
Special Pay - Cell Phone	1,745	1,680	1,680	-	1,680	1,680	-
Total Wages	**329,233**	**365,560**	**286,960**	**(78,600)**	**274,168**	**233,218**	**(40,950)**
Benefits							
Benefits - FICA	24,238	27,720	21,952	(5,768)	20,974	17,841	(3,133)
Benefits - Retirement	46,917	49,130	33,240	(15,890)	32,721	29,574	(3,147)
Benefits - Group Insurance	74,589	96,800	76,559	(20,241)	87,232	70,791	(16,441)
Benefits - Workers Compensation	13,901	9,280	14,647	5,367	14,174	8,167	(6,007)
Benefits - Medical	36	330	200	(130)	330	330	-
Total Benefits	**159,681**	**183,260**	**146,598**	**(36,662)**	**155,431**	**126,703**	**(28,728)**
Personnel Services	**488,914**	**548,820**	**433,558**	**(115,262)**	**429,599**	**359,921**	**(69,678)**
Operating Expenditures							
Permits - Environmental*	2,202	2,600	2,400	(200)	2,600	2,600	-
Travel & Per Diem	-	1,000	1,000	-	1,000	1,000	-
Travel - Local	-	50	50	-	50	50	-
Education & Registration*	278	800	800	-	800	800	-
Utilities - Water & Sewer	3,789	4,800	4,500	(300)	4,800	4,800	-
Repairs - Accident & Vandalism*	12,168	25,000	10,000	(15,000)	5,000	5,000	-
Repairs - Equipment*	999	1,000	1,000	-	1,000	1,000	-
Repairs - Building & Property*	37,820	28,000	28,000	-	33,000	33,000	-
Maintenance - Contracts*	34,455	50,000	22,000	(28,000)	33,016	33,016	-
Maintenance - Electric Systems*	33,308	41,349	37,000	(4,349)	37,000	37,000	-
Supplies - Custodial*	-	2,500	4,000	1,500	2,500	2,500	-
Supplies - Building*	36,149	36,000	36,000	-	39,500	39,500	-
Supplies - Uniforms*	3,290	2,600	2,600	-	2,600	2,600	-
Supplies - Safety Equipment*	1,281	2,400	2,000	(400)	2,400	2,400	-
Supplies - Minor Tools*	1,200	1,000	1,000	-	1,000	1,000	-
Operating Expenditures	**166,940**	**199,099**	**152,350**	**(46,749)**	**166,266**	**166,266**	**-**
Departmental Capital							
Equipment & Machinery - Computers	1,233	1,201	1,201	-	200	-	(200)
Equipment & Machinery - Equipment	-	24,500	-	(24,500)	-	-	-
Building Improvements - Buildings	-	3,000	-	(3,000)	-	-	-
Building Improvements - Reroof Facilities*	-	15,000	10,000	(5,000)	-	-	-
Building Improvements - Other	53,967	40,000	-	(40,000)	-	-	-
Departmental Capital	**55,200**	**83,701**	**11,201**	**(72,500)**	**200**	**-**	**(200)**
Property Maintenance Total	**711,054**	**831,620**	**597,109**	**(234,511)**	**596,065**	**526,187**	**(69,878)**

*Related footnote on following page

Public Works Property Maintenance - Footnote Detail

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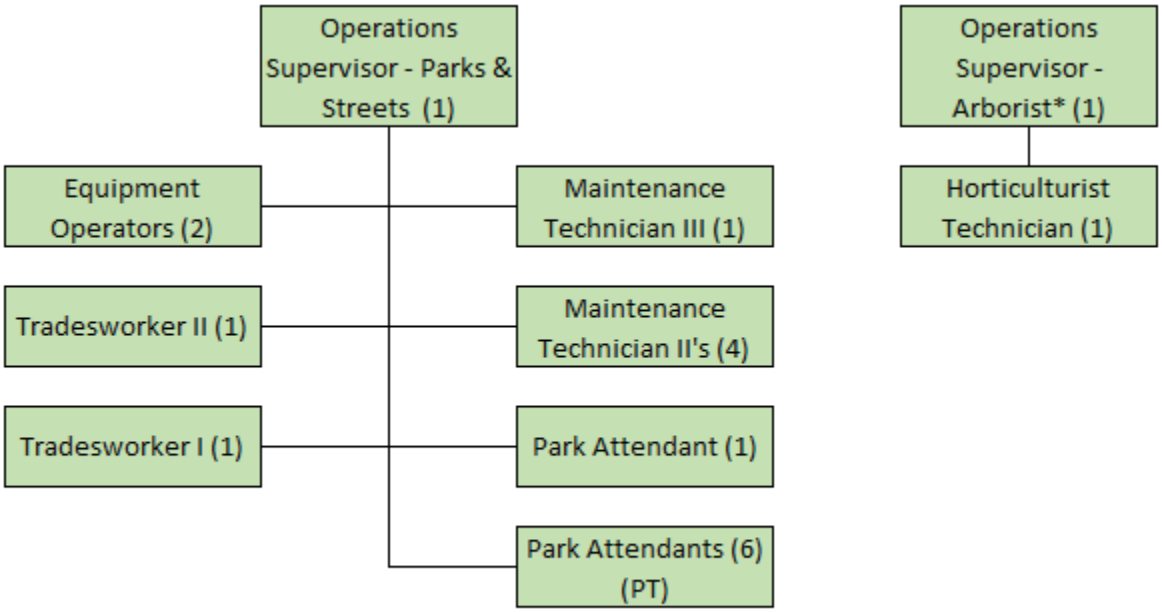
Account Name	Footnote Detail	FY 2020 Proposed Budget	FY 2020 Adopted Budget
Permits - Environmental	Gen. Permit: PD, Fire, PW, & City Hall	2,600	2,600
Education & Registration	Management Training for Operations Supervisor	800	800
Repairs - Accident & Vandalism	Repair Property Damage	5,000	5,000
Repairs - Equipment	Small Tools	1,000	1,000
	Power Equipment		
Repairs - Building & Property	Contracted Repairs	28,000	28,000
	Preventative maintenance of roofs	5,000	5,000
	Total	**33,000**	**33,000**
Maintenance - Contracts	Pest Control - All American Pest Control	3,200	3,200
	Fire Alarms - City Fire	9,500	9,500
	Custodial Service - Marsden	3,300	3,300
	Building Automated - Police AC Control Monitoring	3,500	3,500
	Ship Shape - Termite Control - City Hall	5,500	5,500
	Card Access Annual Maintenance	8,016	8,016
	Total	**33,016**	**33,016**
Maintenance - Electric Systems	Contract Repairs - Streetlights/Sport Lighting	37,000	37,000
Supplies - Custodial	Custodial Supplies PW	2,500	2,500
Supplies - Building	Materials for building maintenance	39,500	39,500
Supplies - Uniforms	Uniform rental	2,600	2,600
	T-shirts		
Supplies - Safety Equipment	Safety items	2,400	2,400
	AED Battery & Pads		
	Doormats		
Supplies - Minor Tools	Hand & Electric Tools < $1,000	1,000	1,000

PUBLIC WORKS
PARKS & STREETS
MAINTENANCE

PUBLIC WORKS PARKS & STREETS MAINTENANCE

Mission:

To provide well-maintained parks for the community in a safe and cost-effective manner.



*Assigned to PW Administration division.

FY 2019 Year to Date Accomplishments:

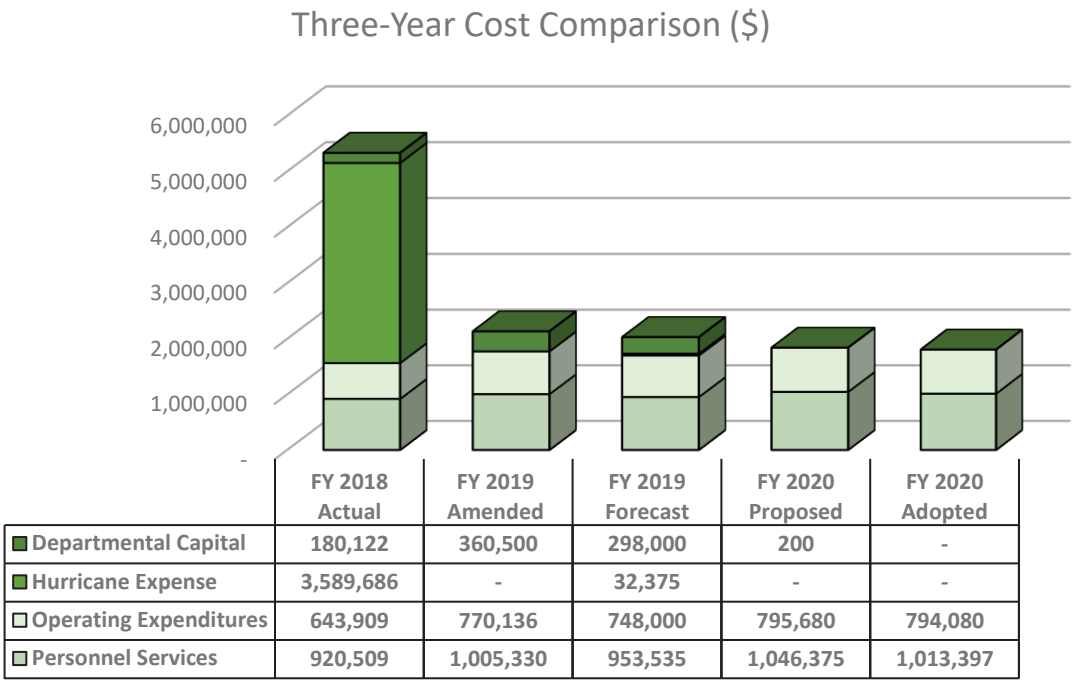
- Contributed to the construction and opening of Flamingo West Park
- Instituted pre and post permit sidewalk inspections

Goals for FY 2020:

- Install rust removal system on Pine Island Road west swale irrigation zones
- Pressure clean all parks and facilities twice per year

PUBLIC WORKS PARKS & STREETS MAINTENANCE (CONTINUED)

Budget Summary



	FY 2018 Actual	FY 2019 Amended	FY 2019 Forecast	FY 2020 Proposed	FY 2020 Adopted
Departmental Capital	180,122	360,500	298,000	200	-
Hurricane Expense	3,589,686	-	32,375	-	-
Operating Expenditures	643,909	770,136	748,000	795,680	794,080
Personnel Services	920,509	1,005,330	953,535	1,046,375	1,013,397

Position Listing

Position Summary								
	FY 2018		FY 2019		FY 2020 Proposed		FY 2020 Adopted	
Full Time (FT)/Other	FT	Other	FT	Other	FT	Other	FT	Other
Equipment Operator	2	–	2	–	2	–	2	–
Tradesworker II	1	–	1	–	1	–	1	–
Tradesworker I	1	–	1	–	1	–	1	–
Maintenance Tech III	1	–	1	–	1	–	1	–
Maintenance Tech II	4	–	4	–	4	–	4	–
Park Attendant	1	–	1	–	1	–	1	–
Horticulturist Technician	1	–	1	–	1	–	1	–
Park Attendant - PT	–	5	–	6	–	6	–	6
Total	**12**	**5**	**12**	**6**	**12**	**6**	**12**	**6**
Full-Time Equivalent	**12.0**	**3.6**	**12.0**	**4.4**	**12.0**	**4.4**	**12.0**	**4.4**

Parks & Streets Maintenance

$	FY 2018	FY 2019			FY 2020		
	Actuals	Amended Budget	Forecast	Over/ (Under) FY 2019 Budget	Proposed Budget	Adopted Budget	Over/ (Under) FY 2020 Proposed
Wages							
Salaries - Regular	544,475	589,710	541,755	(47,955)	580,819	567,774	(13,045)
Salaries - Other	55,566	67,390	57,355	(10,035)	68,845	68,845	-
Salaries - Overtime	11,904	1,550	5,500	3,950	4,500	4,500	-
Special Pay - Cell Phone	872	840	840	-	840	840	-
Total Wages	**612,818**	**659,490**	**605,450**	**(54,040)**	**655,004**	**641,959**	**(13,045)**
Benefits							
Benefits - FICA	45,801	50,800	46,914	(3,886)	50,705	49,110	(1,595)
Benefits - Retirement	102,886	104,760	105,978	1,218	106,779	106,930	151
Benefits - Group Insurance	132,863	172,420	166,338	(6,082)	202,757	194,481	(8,276)
Benefits - Workers Compensation	25,679	17,230	28,225	10,995	30,500	20,287	(10,213)
Benefits - Medical	462	630	630	-	630	630	-
Total Benefits	**307,691**	**345,840**	**348,085**	**2,245**	**391,371**	**371,438**	**(19,933)**
							-
Personnel Services	**920,509**	**1,005,330**	**953,535**	**(51,795)**	**1,046,375**	**1,013,397**	**(32,978)**
Operating Expenditures							-
Casual & Contract Labor*	95,018	113,342	86,400	(26,942)	111,200	111,200	-
Contract Service - Mowing*	112,033	136,900	136,900	-	144,000	144,000	-
Permits - Environmental	-	550	550	-	550	550	-
Rental - Equipment*	8,850	5,000	3,000	(2,000)	3,000	3,000	-
Travel & Per Diem*	210	1,700	1,700	-	1,700	1,700	-
Travel - Local	27	50	50	-	50	50	-
Education & Registration*	2,850	4,000	3,500	(500)	4,000	4,000	-
Dues & Memberships*	180	350	250	(100)	350	350	-
Utilities - Telephone, Internet, Cable	-	-	-	-	1,980	1,980	-
Utilities - Electricity	127,189	171,720	164,000	(7,720)	172,000	172,000	-
Utilities - Water & Sewer	19,317	26,000	23,000	(3,000)	26,000	26,000	-
Utilities - Sanitation	7,515	2,500	9,000	6,500	2,500	2,500	-
Repairs - Accident & Vandalism*	14,956	15,000	10,000	(5,000)	5,000	5,000	-
Repairs - Equipment*	12,104	12,000	15,000	3,000	14,000	14,000	-
Maintenance - Wetlands*	5,185	12,920	10,000	(2,920)	12,000	12,000	-
Maintenance - Contracts*	-	5,904	6,000	96	12,000	12,000	-
Supplies - Custodial*	-	6,000	6,000	-	15,800	15,800	-
Supplies - Plants*	12,021	10,000	10,000	-	8,000	8,000	-
Supplies - Overseed & Sod*	89,980	90,000	108,600	18,600	98,000	98,000	-
Supplies - Fertilizer*	25,830	29,500	29,500	-	35,000	35,000	-
Supplies - Irrigation*	29,672	30,000	30,000	-	30,000	28,400	(1,600)
Supplies - Athletic*	17,688	19,000	19,000	-	19,000	19,000	-
Supplies - Parks*	23,504	22,000	22,000	-	21,000	21,000	-
Supplies - Uniforms*	5,069	7,150	7,150	-	7,150	7,150	-
Supplies - Chemicals*	29,917	42,150	40,000	(2,150)	45,000	45,000	-
Supplies - Safety Equipment*	3,992	2,400	2,400	-	2,400	2,400	-
Supplies - Minor Tools*	801	2,000	2,000	-	2,000	2,000	-
Supplies - Traffic Control*	-	2,000	2,000	-	2,000	2,000	-
Operating Expenditures	**643,909**	**770,136**	**748,000**	**(22,136)**	**795,680**	**794,080**	**(1,600)**
Hurricane Expense							-
Hurricane Expense	3,589,686	-	32,375	32,375	-	-	-
Operating Exp. Inc. Hurricane Exp.	**4,233,595**	**770,136**	**780,375**	**10,239**	**795,680**	**794,080**	**(1,600)**

Parks & Streets Maintenance

$	FY 2018	FY 2019			FY 2020		
	Actuals	Amended Budget	Forecast	Over/ (Under) FY 2019 Budget	Proposed Budget	Adopted Budget	Over/ (Under) FY 2020 Proposed
Departmental Capital							
Improvements - Parks	5,781	25,500	-	(25,500)	-	-	-
Equipment & Machinery - Computers*	1,609	-	-	-	200	-	(200)
Equipment & Machinery - Vehicles	38,272	235,000	235,000	-	-	-	-
Equipment & Machinery - Equipment	134,460	100,000	63,000	(37,000)	-	-	-
Departmental Capital	**180,122**	**360,500**	**298,000**	**(62,500)**	**200**	**-**	**(200)**
Parks Total	**5,334,226**	**2,135,966**	**2,031,910**	**(104,056)**	**1,842,255**	**1,807,477**	**(34,778)**

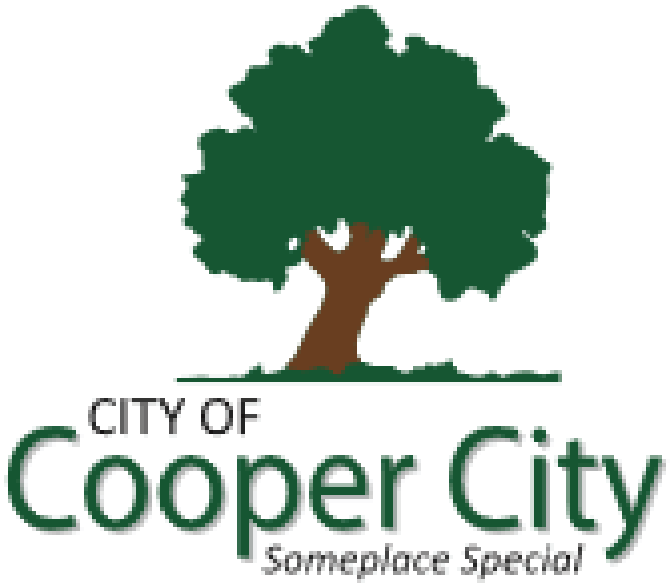
*Related footnote on following page

Public Works Parks & Streets Maintenance - Footnote Detail

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Account Name	Footnote Detail	FY 2020 Proposed Budget	FY 2020 Adopted Budget
Casual & Contract Labor	Bee Removal	1,200	1,200
	Mulch Purchase/Installation	39,000	39,000
	Laser Grading (Process of moving soil to level fields)	10,000	10,000
	Asphalt Walkways	23,000	23,000
	Top Dressing, Clay, Screenings	38,000	38,000
	Total	**111,200**	**111,200**
Contract Service - Mowing	Mowing Contract	115,000	115,000
	Other	29,000	29,000
	Total	**144,000**	**144,000**
Rental - Equipment	Rental of specialized equipment: lifts, grinders, aerator, top dresser, compactors, and other equip. City does not own	3,000	3,000
Travel & Per Diem	Sports Turf Management Association (STMA) Conference for Operations Supervisor	1,700	1,700
Education & Registration	Management Training for Operations Supervisor	4,000	4,000
	Sports Turf Management Association (STMA) Conference		
	Tree Trimming Class		
	Pesticide Class		
	Green Industries Best Management Practices (BMP) Class		
	Playground Inspector Certification		
Dues & Memberships	National Recreation & Park Association (NRPA)	350	350
	Florida Recreation & Park Association (FRPA)		
	Sports Turf Management Association (STMA)		
Repairs - Accident & Vandalism	Repair property damage	5,000	5,000
Repairs - Equipment	Non-Vehicular Parks Maintenance Equipment	14,000	14,000
Maintenance - Wetlands	Retention pond and wetland maintenance, water testing, mowing, and trash removal	12,000	12,000
Maintenance - Contracts	Custodial maintenance at park restrooms	12,000	12,000
Supplies - Custodial	Custodial Supplies	15,800	15,800
	Garbage Bags		
	Dog Park Poop Bags		
Supplies - Plants	Plant Material for Buildings & Grounds	8,000	8,000
Supplies - Overseed & Sod	Winter Overseed	98,000	98,000
	Spring Sod		
Supplies - Fertilizer	Parks & Landscape Installation	35,000	35,000
Supplies - Irrigation	Irrigation supplies	30,000	28,400
	Pump Repairs		
Supplies - Athletic	Athletic Field Marking	19,000	19,000
Supplies - Parks	Replacement parts for playground equipment; in-house repairs to parks, garbage cans, nets, etc.	21,000	21,000
Supplies - Uniforms	Uniform rental	7,150	7,150
	T-shirts		
	Steel toe shoes		
Supplies - Chemicals	Pesticides	45,000	45,000
	Herbicides		
Supplies - Safety Equipment	First Aid Kits	2,400	2,400
	Safety Equipment		
Supplies - Minor Tools	Small Tools < $1,000	2,000	2,000
Supplies - Traffic Control	Barricades	2,000	2,000
	Traffic Cones		
	Warning Signs		
Equipment & Machinery - Computers	One Solid State Drive (SSD)	200	-

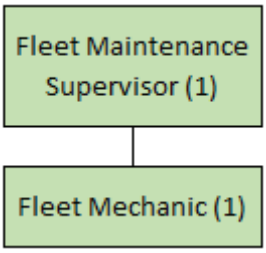
PUBLIC WORKS
FLEET SERVICES



PUBLIC WORKS FLEET SERVICES

Mission:

To maintain and ensure the preservation and availability of the municipal fleet vehicles and equipment in a safe, cost-effective, efficient, reliable, and responsive manner.



*One employee assigned to Water Distribution works full time at the Fleet Services Facility working on Utilities vehicles.

FY 2019 Year to Date Accomplishments:

- Performed 98% of preventative maintenance services on schedule

Goals for FY 2020:

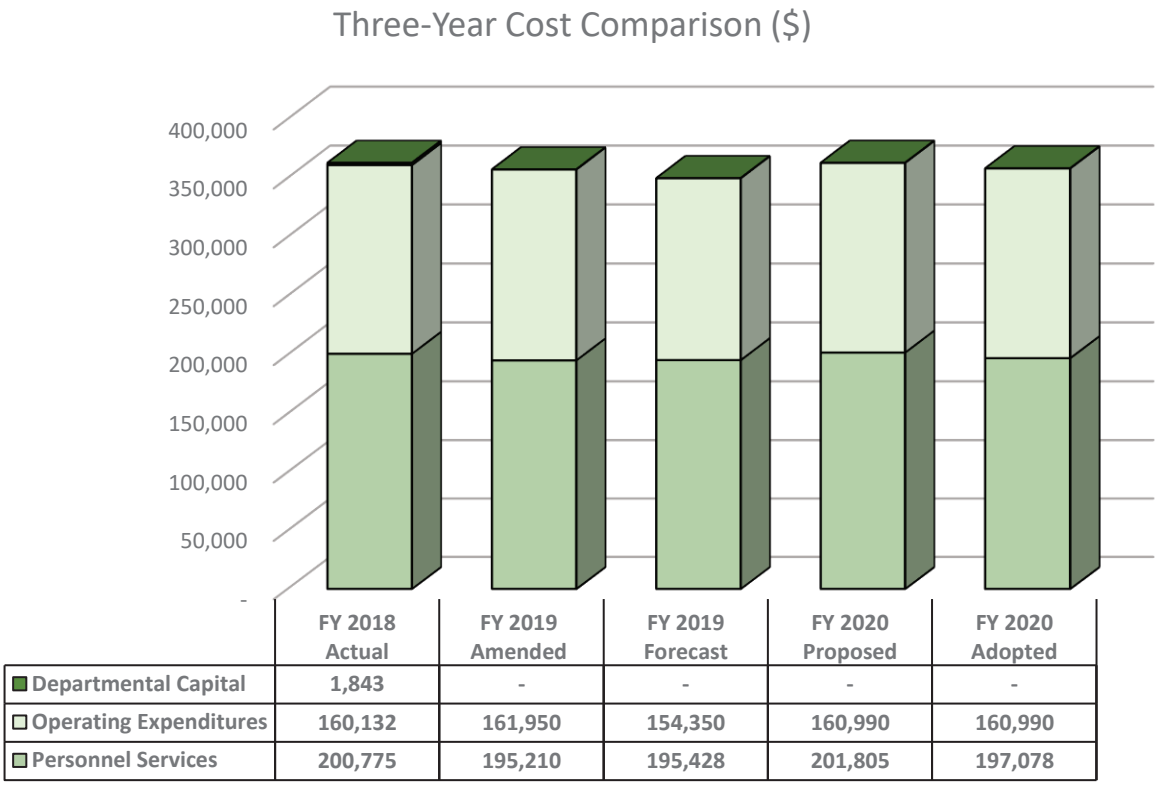
- Extend the life of older vehicles by one year

Performance Measures:

PERFORMANCE MEASURE	INDICATOR	FY 2019 YTD RESULTS	FY 2020 TARGET
Employee Training/Safety Classes	# of employee trainings/safety classes held	20	22
Work orders completed	Percentage of work orders completed within 30 days	90%	93%
Invoices processed	Percentage of invoices processed within 20 days of receipt	98%	98%
Flag and wayfinding sign inspections completed	Percentage of sign inspections completed during the first week of every month	99%	100%

PUBLIC WORKS FLEET SERVICES (CONTINUED)

Budget Summary



	FY 2018 Actual	FY 2019 Amended	FY 2019 Forecast	FY 2020 Proposed	FY 2020 Adopted
Departmental Capital	1,843	-	-	-	-
Operating Expenditures	160,132	161,950	154,350	160,990	160,990
Personnel Services	200,775	195,210	195,428	201,805	197,078

Position Listing

Position Summary								
	FY 2018		FY 2019		FY 2020 Proposed		FY 2020 Adopted	
Full Time (FT)/Other	**FT**	**Other**	**FT**	**Other**	**FT**	**Other**	**FT**	**Other**
Fleet Maintenance Supervisor	1	–	1	–	1	–	1	–
Fleet Mechanic	1	–	1	–	1	–	1	–
Total	**2**	**–**	**2**	**–**	**2**	**–**	**2**	**–**
Full-Time Equivalent	**2.0**	**–**	**2.0**	**–**	**2.0**	**–**	**2.0**	**–**

Fleet Services

$	FY 2018	FY 2019			FY 2020		
	Actuals	Amended Budget	Forecast	Over/ (Under) FY 2019 Budget	Proposed Budget	Adopted Budget	Over/ (Under) FY 2020 Proposed
Wages							
Salaries - Regular	139,880	131,130	130,658	(472)	133,622	131,265	(2,357)
Salaries - Overtime	-	280	280	-	280	280	-
Special Pay - Cell Phone	436	840	420	(420)	420	420	-
Total Wages	**140,316**	**132,250**	**131,358**	**(892)**	**134,322**	**131,965**	**(2,357)**
Benefits							
Benefits - FICA	10,609	10,330	10,347	17	10,574	10,095	(479)
Benefits - Retirement	23,137	22,950	25,168	2,218	26,151	26,375	224
Benefits - Group Insurance	24,234	27,090	25,969	(1,121)	28,048	26,745	(1,303)
Benefits - Workers Compensation	2,372	2,320	2,386	66	2,440	1,628	(812)
Benefits - Medical	107	270	200	(70)	270	270	-
Total Benefits	**60,459**	**62,960**	**64,070**	**1,110**	**67,483**	**65,113**	**(2,370)**
Personnel Services	**200,775**	**195,210**	**195,428**	**218**	**201,805**	**197,078**	**(4,727)**
Operating Expenditures							
Aerial Certification*	408	1,500	1,500	-	1,500	1,500	-
Permits - Environmental*	1,650	1,650	1,650	-	1,650	1,650	-
Travel & Per Diem	-	100	100	-	100	100	-
Education & Registration	209	800	800	-	800	800	-
Insurance - Deductibles*	-	1,500	1,000	(500)	1,500	1,500	-
Books & Publications*	650	800	800	-	800	800	-
Utilities - Telephone & Internet	2,809	3,500	3,100	(400)	5,700	5,700	-
Utilities - Electricity	9,280	9,900	9,500	(400)	9,900	9,900	-
Utilities - Water & Sewer	932	1,000	1,000	-	1,000	1,000	-
Repairs - Accident & Vandalism*	-	5,000	1,000	(4,000)	5,000	5,000	-
Repairs - Equipment*	2,500	2,500	2,500	-	2,500	2,500	-
Repairs - Vehicle*	12,361	12,000	12,000	-	12,000	12,000	-
Maintenance - Contracts*	449	1,800	1,300	(500)	1,800	1,800	-
Supplies - Shop*	5,014	5,000	5,000	-	5,000	5,000	-
Supplies - Uniforms*	2,263	2,100	2,100	-	2,100	2,100	-
Supplies - Safety Equipment	300	600	600	-	600	600	-
Supplies - Minor Tools*	1,436	2,000	2,000	-	2,000	2,000	-
Supplies - Vehicle*	36,607	30,000	37,000	7,000	30,000	30,000	-
Supplies - Gas & Oil*	71,235	65,200	56,400	(8,800)	62,040	62,040	-
Waste - Oil & Tires*	536	1,000	1,000	-	1,000	1,000	-
Supplies - Tires*	11,492	14,000	14,000	-	14,000	14,000	-
Operating Expenditures	**160,132**	**161,950**	**154,350**	**(7,600)**	**160,990**	**160,990**	**-**
Departmental Capital							
Equipment & Machinery - Computers	1,843	-	-	-	-	-	-
Departmental Capital	**1,843**	**-**	**-**	**-**	**-**	**-**	**-**
Fleet Services Total	**362,750**	**357,160**	**349,778**	**(7,382)**	**362,795**	**358,068**	**(4,727)**

*Related footnote on following page

Public Works Fleet Services - Footnote Detail

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Account Name	Footnote Detail	FY 2020 Proposed Budget	FY 2020 Adopted Budget
Aerial Certification	Annual Safety Cert - Bucket Truck	1,500	1,500
Permits - Environmental	BCDNRP STO-2872, Storage Tank License	1,650	1,650
	BCDNRP HM-1918, Hazmat Facility License		
	FDEP 9401790, Storage Tank Regulation		
Insurance - Deductibles	Damage to City vehicles	1,500	1,500
Books & Publications	Vehicle manuals	800	800
Repairs - Accident & Vandalism	City Vehicles	5,000	5,000
Repairs - Equipment	Shop tools	2,500	2,500
	Air compressor		
	Fuel equipment & lifts		
Repairs - Vehicle	Contracted repairs	12,000	12,000
Maintenance - Contracts	Manager Plus	1,800	1,800
	Helm Software		
	Group One Alarm		
Supplies - Shop	Repairs & Maintenance	5,000	5,000
Supplies - Uniforms	Uniform rental	2,100	2,100
	T-shirts		
	Steel toe shoes		
	Shop rags		
	Fender covers		
Supplies - Minor Tools	Small Tools < $1,000	2,000	2,000
Supplies - Vehicle	Repair & maintenance on vehicles and equipment	30,000	30,000
Supplies - Gas & Oil	Unleaded & Diesel Fuel	62,040	62,040
	Oil & Hydraulic Fluid		
Waste - Oil & Tires	Waste Oils	1,000	1,000
	Refrigerants		
	Tires		
Supplies - Tires	Replacement Tires for City vehicles	14,000	14,000

BROWARD SHERIFF'S OFFICE (BSO) POLICE



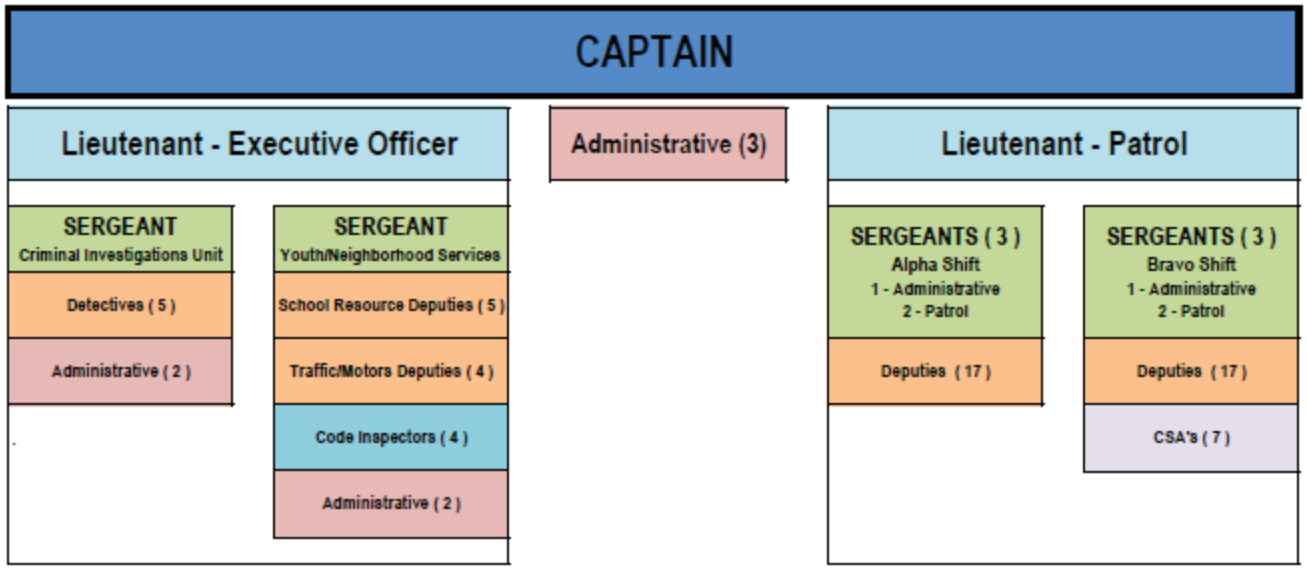
BROWARD SHERIFF'S OFFICE (BSO) POLICE

Mission:

The Broward Sheriff's Office (BSO) provides law enforcement services to the residents of Cooper City. Chartered in 1959, Cooper City is a primarily residential inland community. It is a vibrant community, which is home to nearly 34,000 residents, and the census estimates suggest the population will continue to slowly increase yearly. The City encompasses nearly eight square miles and is divided into eight law enforcement patrol zones. Cooper City has 10 private and public schools as well as 24 parks, including Brian Piccolo County Park.

The BSO Cooper City district strongly embraces the philosophy of community policing in all its daily operations and functions, including responding to calls for service, proactive patrol, investigative services, school resource deputies, and traffic and code enforcement. The district has a long-standing partnership with the community where both law enforcement and the community share responsibility for identifying, reducing and preventing problems that impact residents and visitors. The district has a robust community services program that provides both youth mentoring and crime prevention seminars. Additionally, two youth counselors assigned to the County Juvenile Diversion Program operate out of the district station.

In promoting the City's reputation of being "Someplace Special", the mission of the BSO Cooper City District is to provide comprehensive law enforcement protection, address quality of life issues, and partner with the community while maintaining a hometown approach to public safety.



BSO POLICE (CONTINUED)

FY 2019 Year to Date Accomplishments:

- This year, the National Council for Home Safety and Security published a report which ranked Cooper City in the top ten safest cities in Florida. The men and women of the Broward Sheriff's Office are working hard to keep Cooper City a safe and secure place for our residents and visitors. Throughout 2018, BSO has responded to over 30,000 calls for service including, but not limited to, emergencies, enforced traffic laws, investigated complaints, and conducted proactive patrol. Our average response time is approximately 2 minutes and 10 seconds.
- In an effort to reduce costs and increase efficiency, we implemented innovative software and paperless practices. We have already implemented software, which has enabled electronic transfer of administrative documents and eliminated the need for the previous use of inter-office mail. We are currently testing an automated scheduling system, which will assist with labor forecasting and eliminate the costs associated with manual entry. Due to electronic archiving and the adoption of new practices, our Records Unit is now virtually paperless. We are currently researching software for our Code Enforcement to follow suit.
- Understanding that community involvement is paramount in crime prevention, we have made strides to increase public awareness and engage the community. We regularly distribute crime trend information and prevention strategies through several means, including social media, message boards, and flyers. We have held several community meetings to not only distribute information, but also encourage questions and suggestions from the community. We have also met with businesses to conduct surveys and randomly contacted residents to elicit feedback on our services. With laws regarding online communication changing, we also developed posters for our schools, called "Think Before You Post," to warn students about the consequences of online threats.
- Our district is also committed to helping animals and understands the importance of pets to our residents. We have created adoption events within the City, called Adopt with a Cop, where shelter pets are brought on location to meet potential adopters. As a result, many shelter dogs were adopted during this year's Founders Day as well as the Meet & Greet at the new City dog park. In addition to events, our district station has successfully fostered and found homes for shelter dogs. These dogs were taken from the County shelter, provided socialization and training, and were able to meet potential adopters who visited the station. We have also coordinated with Broward County Animal Care to provide upcoming Rabies Clinic events in our City.
- As crime and community needs change, so do our tactics to combat and address it. This year, the district invested in innovative technology, like mobile License Plate Readers (LPRs) and speed measurement devices, to enhance safety, thwart potential offenses, and aid in investigations. We have purchased drones and trained operators to assist with aerial surveillance. This has assisted with anything from tactical operations, event planning, missing people searches, and devising traffic flow solutions. Through the analysis of crime trends, we regularly identify potential target areas and allocate resources to proactively combat crimes. Throughout the year, we have increased covert patrol as well as decoy and undercover operations. These tactics and technology have led to the apprehension of many criminal offenders in our City, resulting in a 16% reduction in crime as compared to 2017. Year to date (2019) as compared to the past 2 years we currently have a 39% reduction in crime.

BSO POLICE (CONTINUED)

FY 2019 Year to Date Accomplishments:

- **Initiatives BSO has put forth to help curb dangerous driving:**
  - Monthly Traffic crash analysis has indicated that the vast majority of accidents are "rear-end collisions."
  - Directed enforcement in high target identified areas.
  - Message boards with driving safety announcements.
  - Law Enforcement Trust Fund (LETF) utilized last year to place various fixed traffic signs in our neighborhoods with settle messages such as, "Drive Like Your Kids Live Here," and, "30MPH Is Not A Suggestion It's The Law."
  - Purchased two fixed Solar Traffic reading devices that capture speeding and other useful data (these signs have mostly eliminated traffic complaints on SW 90 Ave).
  - Conducted three Traffic related Operational Plans each year, generally around holiday weekends.
  - Purchased four low power radar (LPR) signs, which display speed and act as a deterrent.
  - This budget year we are purchasing four additional radar reading and message devices.
  - Cooper City High School in conjunction with BSO conducts a Prom Promise Program every year to address drinking and driving.
  - We utilize outside resources particularly in our highway unit to assist with traffic issues.
  - In the past two years, eight deputies have attended Hand Held Radar/Laser courses.
  - This past year we have purchased five new Hand Held Radar devices.
  - Conducted a Comprehensive Traffic Study Plan to ease congestion around our Schools.
- Our City's population has expanded with residences, businesses, and school enrollment; however, our traffic crashes have diminished. In 2016, there were 953 crashes, in 2017 921 crashes, and in 2018, we had 888 total crashes. Since 2016, our district has issued approximately 20,000 citations, 7,874 for traffic related accidents, and 55 DUI arrests were made. Approximately only 15% of all accidents reported in the City claim injury, mostly minor. We address all traffic complaints immediately and utilize our data for directed proactive enforcement. Our data indicates that the vast majority of crashes are "Rear-end Collisions."
- The Cooper City District will continue to reinvest in Broward Sheriff's Office employees, the most valuable commodity BSO has. The District Captain will continue to meet with all employees annually to discuss career paths and provide guidance for success. District Command will work with employees who have a desire for promotion or a desire to work in a specialized unit to achieve their goals. The Command will continue the Criminal Investigations shadowing program, allowing deputy sheriffs who want to move into investigative fields to work with district detectives for ninety days to learn basic follow-up investigative techniques. Some initiatives put forth this budget year are below:
  - Fitness Challenge for employees
  - CPR/Stop the Bleed for all non-sworn
  - Rabies Clinic for residents
  - Utilize LETF for an Informational Fixed Marque Sign located on Stirling Road outside of District Office
  - Citizen Observer Patrol EXPO, which will deliver training to our Citizens on Patrol (COP) members
  - Critical Incident Management Training for District Command

BSO POLICE (CONTINUED)

FY 2019 Year to Date Accomplishments:

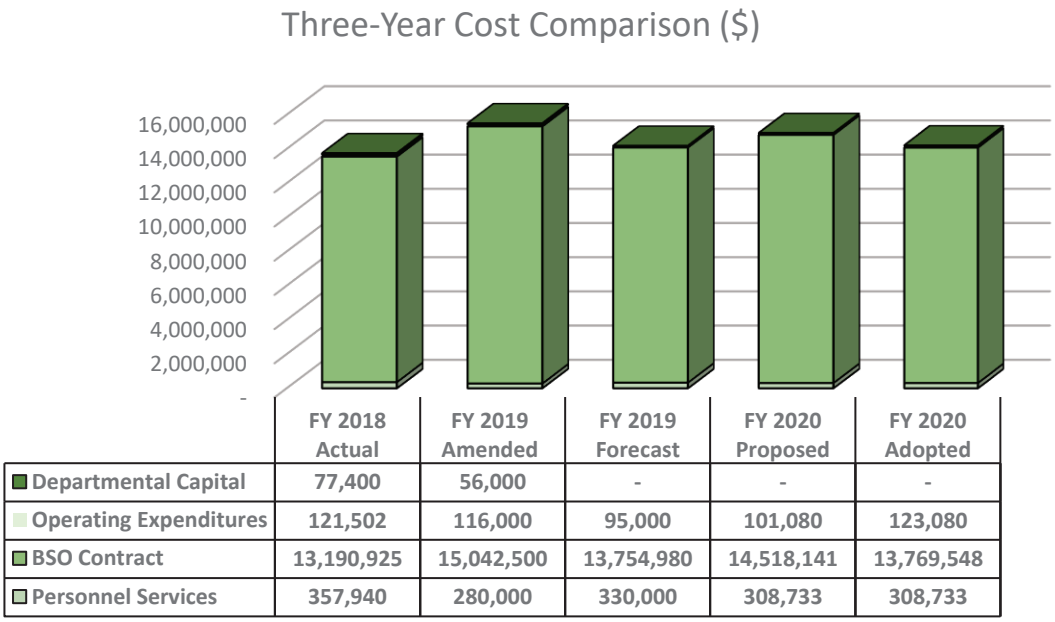
- Continue to improve police response time
- Restructuring the district staffing, which added an additional Code Inspector
- Crime reduction by proactive enforcement plans

Goals for FY 2020:

- **Burglary Reduction** – Cooper City has experienced an 18% decrease in crime throughout 2018, with the most notable decreases in residential burglaries, thefts, and conveyance burglaries. While several investigations have led to the identification and arrests, the district will focus on reducing the number of conveyance and residential burglaries by implementing crime prevention initiatives.
  - Utilize statistical analyses to identify crime patterns and effectively deploy resources during operational plan initiatives.
  - Monitor social media, online classifieds, and law enforcement databases to identify criminal activity and stolen property.
  - Utilize technology, including License Plate Readers (LPRs) and surveillance equipment to develop leads and apprehend offenders.
  - Expand collaboration with law enforcement partners/neighboring jurisdictions to enhance the distribution of criminal intelligence and strengthen investigative strategies.
  - Disseminate prevention strategies to residents through community meetings, message boards, e-alerts, flyers, and websites.
  - Collaborate with the Burglary Apprehension Team to work proactive investigations and target known offenders.
  - Increase training opportunities to district patrol deputies to develop investigative skills and thereby increase clearance rates.
- **Traffic Concerns** – The population of Cooper City has steadily increased annually, adding more traffic congestions during peak hours and school zone congestion. A traffic deputy was added to monitor traffic issues and address traffic concerns. Since his assignment, there has been a reduction in traffic complaints, but statistics prove that traffic crash reports have decreased as well. The district will continue to develop strategies to curtail traffic issues throughout the City.
  - Utilize statistical analyses to identify high incidents of traffic crashes and violations to effectively deploy resources during operational plan initiatives.
  - Review citizen complaints, collaborate with school officials, and monitor social media to determine traffic concerns throughout the City.
  - Purchase and utilize mobile radar signs to influence speed compliance as well as gather statistical data for operational plan initiatives.
  - Collaborate with traffic engineering and City planners to correct any traffic related design issues.
  - Deploy message boards to alert drivers of traffic concerns and road closures.

BSO POLICE (CONTINUED)

Budget Summary



	FY 2018 Actual	FY 2019 Amended	FY 2019 Forecast	FY 2020 Proposed	FY 2020 Adopted
Departmental Capital	77,400	56,000	-	-	-
Operating Expenditures	121,502	116,000	95,000	101,080	123,080
BSO Contract	13,190,925	15,042,500	13,754,980	14,518,141	13,769,548
Personnel Services	357,940	280,000	330,000	308,733	308,733

Position Listing

Position Summary								
	FY 2018		FY 2019		FY 2020 Proposed		FY 2020 Adopted	
Full Time (FT)/Other	**FT**	**Other**	**FT**	**Other**	**FT**	**Other**	**FT**	**Other**
Captain	1	–	1	–	1	–	1	–
Lieutenant - Exec Officer	1	–	1	–	1	–	1	–
Lieutenant - Patrol	1	–	1	–	1	–	1	–
Sergeants	6	–	6	–	6	–	6	–
Sergeant - CI	1	–	1	–	1	–	1	–
Sergeant - Youth Svc.	1	–	1	–	1	–	1	–
Deputies	34	–	33	–	35	–	35	–
Deputies - Youth Svc.	5	–	5	–	5	–	5	–
Detectives - CI	5	–	6	–	5	–	5	–
Traffic/Motors	4	–	4	–	3	–	3	–
CSA	8	–	7	–	7	–	7	–
Administrative/Records	7	–	8	–	7	–	7	–
Total (Contract)	**74**	**–**	**74**	**–**	**73**	**–**	**73**	**–**
Full-Time Equivalent	**74.0**	**–**	**74.0**	**–**	**73.0**	**–**	**73.0**	**–**

*Supervisory and administrative support is also provided by Police to Code Enforcement.

BSO - Police

$	FY 2018	FY 2019			FY 2020		
	Actuals	Amended Budget	Forecast	Over/ (Under) FY 2019 Budget	Proposed Budget	Adopted Budget	Over/ (Under) FY 2020 Proposed
Benefits							
Benefits - Retirement*	357,940	280,000	330,000	50,000	308,733	308,733	-
Total Benefits	**357,940**	**280,000**	**330,000**	**50,000**	**308,733**	**308,733**	**-**
Personnel Services	**357,940**	**280,000**	**330,000**	**50,000**	**308,733**	**308,733**	**-**
Contract							
Broward Sheriff's Office (BSO)**	13,190,925	15,042,500	13,754,980	(1,287,520)	14,518,141	13,769,548	(748,593)
Other (Inc. In Contract Expenditure)							
Pension-General Employees*	186,145	186,259	186,259	-	-	189,447	189,447
Pension-Police*	1,253,792	1,317,193	1,317,193	-	-	1,377,193	1,377,193
Total Other	1,439,937	1,503,452	1,503,452	-	-	1,566,640	1,566,640
Contract	**13,190,925**	**15,042,500**	**13,754,980**	**(1,287,520)**	**14,518,141**	**13,769,548**	**(748,593)**
Operating Expenditures							
Contractual Services - Crossing Guards*	121,502	116,000	95,000	(21,000)	100,000	122,000	22,000
Utilities - Telephone, Internet, Cable	-	-	-	-	1,080	1,080	-
Operating Expenditures	**121,502**	**116,000**	**95,000**	**(21,000)**	**101,080**	**123,080**	**22,000**
Departmental Capital							
Equipment & Machinery - Equipment	77,400	56,000	-	(56,000)	-	-	-
Departmental Capital	**77,400**	**56,000**	**-**	**(56,000)**	**-**	**-**	**-**
BSO - Police Total	**13,747,767**	**15,494,500**	**14,179,980**	**(1,314,520)**	**14,927,954**	**14,201,361**	**(726,593)**

*Related footnote on following page
**Netted for vacancy credits

BSO Police - Footnote Detail

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Account Name	Footnote Detail	FY 2020 Proposed Budget	FY 2020 Adopted Budget
Benefits - Retirement	Cooper City Police Pension obligation remaining with City when City police dept. personnel transferrred to the Broward Sheriff's organization	308,733	308,733
Broward Sheriff's Office (BSO)	Contract under negotiation - includes $100,000 for vacancy credit	14,518,141	13,769,548
Pension-General Employees	Pensions were paid by BSO through FY 2019 and will be paid by the City going forward in FY 2020. Included in contract cost.	-	189,447
Pension-Police	Pensions were paid by BSO through FY 2019 and will be paid by the City going forward in FY 2020. Included in contract cost.	-	1,377,193
Contractual Services - Crossing Guards	Crossing guards plus training & equipment	100,000	122,000

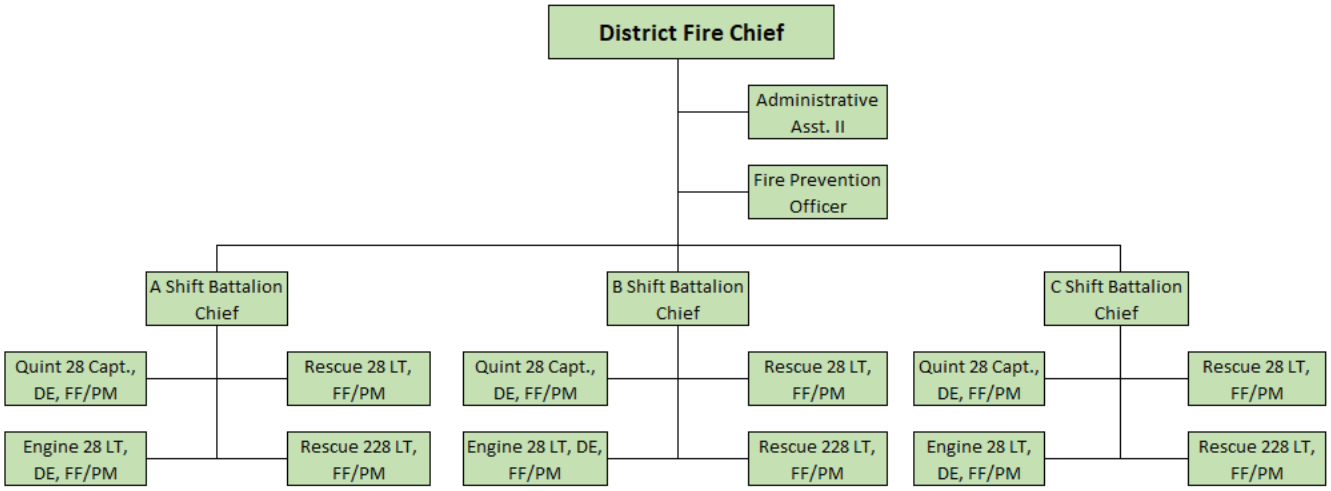
BROWARD SHERIFF'S OFFICE (BSO) FIRE



BROWARD SHERIFF'S OFFICE (BSO) FIRE

Mission:

The Broward Sheriff's Office, Department of Fire Rescue and Emergency Services, will provide the City of Cooper City, its residents, and visitors the highest quality of fire suppression, fire prevention, emergency medical services, educational programs, and community events through the use of highly skilled and technically trained professional firefighter/paramedics and civilian staff members.



Note – Battalion Chiefs assigned to Station 17. Also, four vehicles per shift with three fire rescue personnel per vehicle is 36 positions. 52 personnel assigned to ensure coverage due to leave, rotation balancing (Kelly days), training and other requirements.

FY 2019 Year to Date Accomplishments:

- Our Life Safety Educator instructed and certified 26 families on how to properly install and use their infant/child car seat.
- Our CPR Instructors trained and certified 75 citizens and CERT members in CPR. We have transitioned to electronic cards (E-Cards).
- Fifteen residents completed a nine-week Community Emergency Response Team (CERT) Basic Training Class.
- Cooper City/Davie 11th Annual Autism Awareness Event. BSO Fire Rescue, BSO Dept. of Law Enforcement, Davie Fire Rescue and Davie PD provided demonstrations for the families. Over 100 people registered at the event.
- During Fire Prevention Month in October, Fire Life Safety Educators and Station 28 crew members held programs throughout the City reaching over 1,500 Students, which included School, Organization and Community Groups, teaching the message of fire prevention and life safety.

BSO FIRE (CONTINUED)

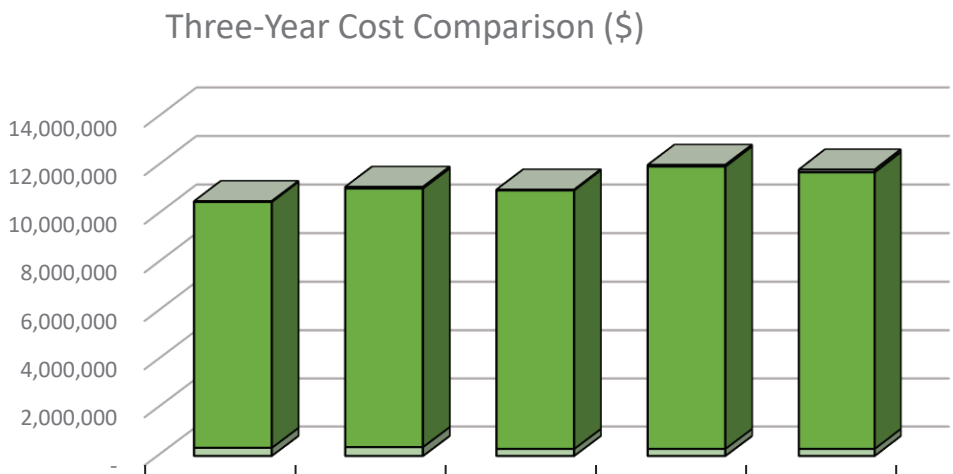
Goals for FY 2020:

- Continue to hold a CERT Basic Training Class for Residents during the month of January
- Continue to hold the Cooper City/Davie Autism Event at Fire Station 28
- Transition to a computerized hydrant maintenance program
- Deliver age appropriate First Aid training to Elementary, Middle and High School age groups

Performance Measures

PERFORMANCE MEASURE	INDICATOR	FY 2019 YTD RESULTS	FY 2020 TARGET
Fire	Number of fires reported	17	20
Rupture or Explosion	Number of ruptures or explosions reported	1	0
Emergency Medical Services (EMS)	Number of EMS calls	1,958	2,000
Hazardous Condition	Number of hazardous conditions reported	47	50
Service Call	Number of service calls	248	250
Good Intent Call	Number of good intent calls	342	400
False Alarm	Number of false alarms	212	200
Severe Weather	Number of severe weather instances	0	0

Budget Summary



	FY 2018 Actual	FY 2019 Amended	FY 2019 Forecast	FY 2020 Proposed	FY 2020 Adopted
Operating Expenditures	26,056	64,000	27,700	62,200	106,200
BSO Contract	10,169,825	10,688,500	10,688,500	11,670,108	11,432,673
Personnel Services	336,319	370,000	294,036	294,036	294,036

BSO FIRE (CONTINUED)

Position Listing

Position Summary								
	FY 2018		FY 2019		FY 2020 Proposed		FY 2020 Adopted	
Full Time (FT)/Other	**FT**	**Other**	**FT**	**Other**	**FT**	**Other**	**FT**	**Other**
District Fire Chief	1	–	1	–	1	–	1	–
Fire Prevention Officer	1	–	1	–	1	–	1	–
Administrative Asst. II	1	–	1	–	1	–	1	–
Captains	4	–	4	–	4	–	4	–
Lieutenants	13	–	13	–	13	–	13	–
Driver Engineers	9	–	9	–	9	–	9	–
Firefighter Paramedics	26	–	26	–	26	–	26	–
Total (Contract)	**55**	**–**	**55**	**–**	**55**	**–**	**55**	**–**
Full-Time Equivalent	**55.0**	**–**	**55.0**	**–**	**55.0**	**–**	**55.0**	**–**



BSO - Fire

$	FY 2018	FY 2019			FY 2020		
	Actuals	Amended Budget	Forecast	Over/ (Under) FY 2019 Budget	Proposed Budget	Adopted Budget	Over/ (Under) FY 2020 Proposed
Benefits							
Benefits - Retirement*	336,319	370,000	294,036	(75,964)	294,036	294,036	-
Total Benefits	**336,319**	**370,000**	**294,036**	**(75,964)**	**294,036**	**294,036**	**-**
Personnel Services	**336,319**	**370,000**	**294,036**	**(75,964)**	**294,036**	**294,036**	**-**
Contract							
Broward Sheriff's Office (BSO)*	10,169,825	10,688,500	10,688,500	-	11,670,108	11,432,673	(237,435)
Other (Inc. In Contract Expenditure)							
Pension-Firefighters*	1,043,371	962,514	962,514	-	-	379,829	379,829
Total Other	1,043,371	962,514	962,514	-	-	379,829	379,829
Contract	**10,169,825**	**10,688,500**	**10,688,500**	**-**	**11,670,108**	**11,432,673**	**(237,435)**
Operating Expenditures							
Professional Services*	5,557	6,000	5,700	(300)	30,700	74,700	44,000
Professional Services - Legal	11,230	40,000	7,000	(33,000)	20,000	20,000	-
Supplies - Special*	1,468	8,000	8,000	-	3,000	3,000	-
Program Expense - CERT*	7,801	10,000	7,000	(3,000)	8,500	8,500	-
Operating Expenditures	**26,056**	**64,000**	**27,700**	**(36,300)**	**62,200**	**106,200**	**44,000**
BSO - Fire Total	**10,532,200**	**11,122,500**	**11,010,236**	**(112,264)**	**12,026,344**	**11,832,909**	**(193,435)**

*Related footnote on following page

BSO Fire - Footnote Detail

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Account Name	Footnote Detail	FY 2020 Proposed Budget	FY 2020 Adopted Budget
Benefits - Retirement	Cooper City Fire Pension obligation remaining with City when City fire dept. personnel transferrred to the Broward Sheriff's organization	294,036	294,036
Broward Sheriff's Office (BSO)	Contract under negotiation	11,670,108	11,432,673
Pension-Firefighters	Pensions were paid by BSO through FY 2019 and will be paid by the City going forward in FY 2020. Included in contract cost.	-	379,829
Professional Services	Property Appraiser's Fire Assessment Processing Fee	30,700	30,700
	Fire Assessment Methodology Study	-	44,000
	Total	**30,700**	**74,700**
Supplies - Special	Training Supplies	3,000	3,000
Program Expense - CERT	CERT supplies and events	8,500	8,500

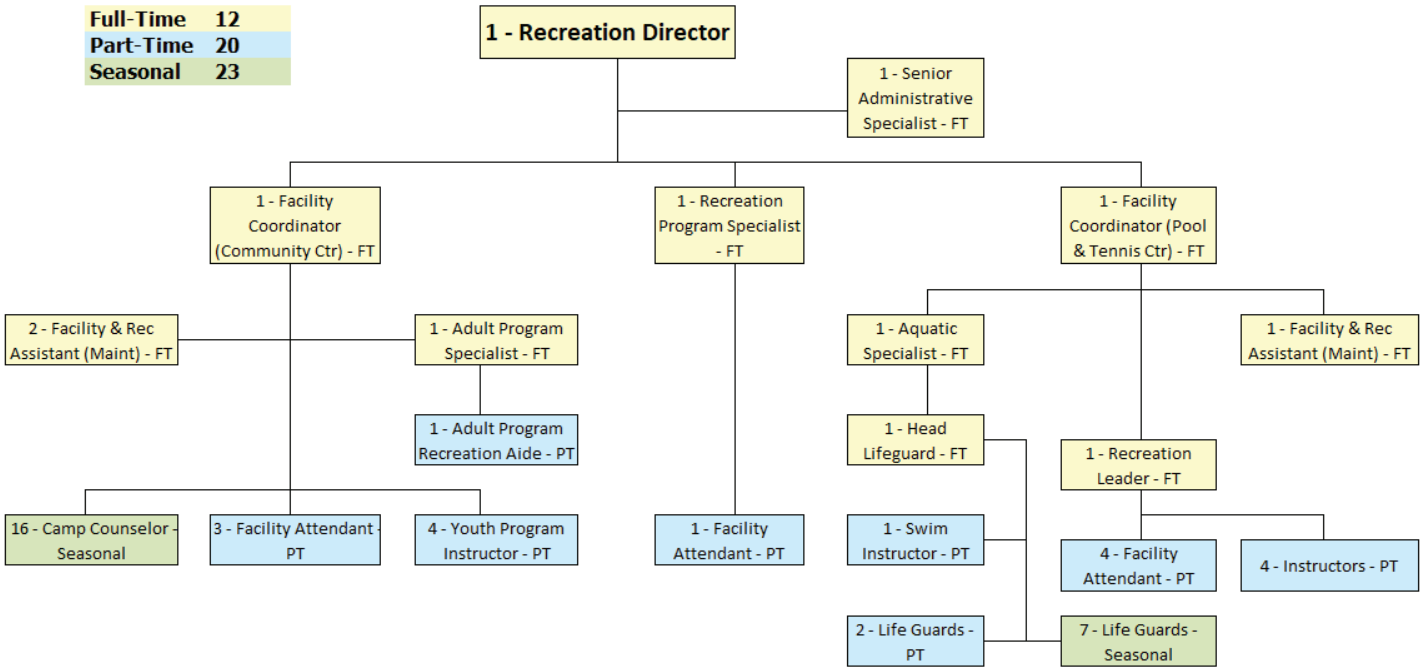
RECREATION



RECREATION

Mission:

To provide quality recreation programs and a well-maintained recreation system that is responsive to the leisure, learning, and business needs of a diverse community.



FY 2019 Year to Date Accomplishments:

- On track to increase Recreation-based revenue by 8%

Goals for FY 2020:

- Increase revenue by 7%
- Develop programs to utilize Flamingo West Park

RECREATION (CONTINUED)

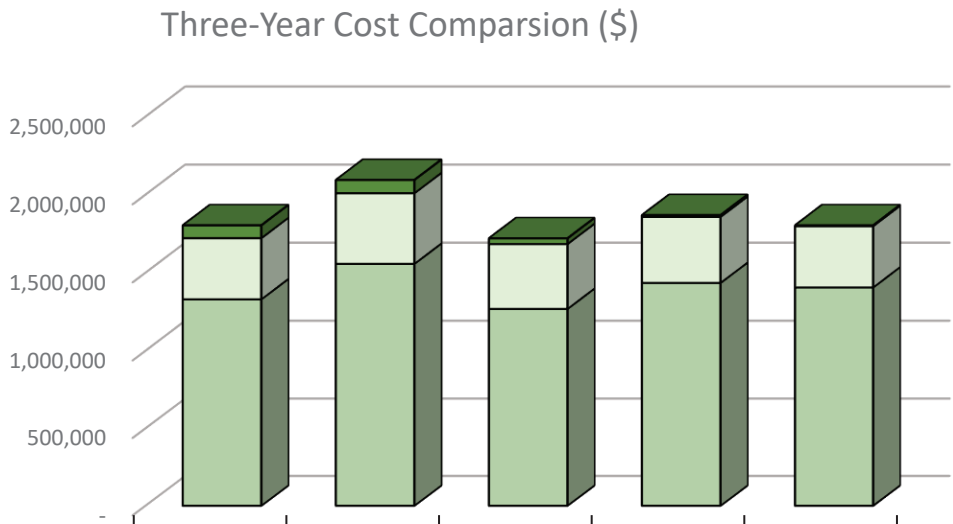
Performance Measures:

PERFORMANCE MEASURE	INDICATOR	FY 2019 YTD RESULTS	FY 2020 TARGET
Program Class Attendance	# of participants in youth & adult classes	39,500	40,000
Optimist Youth Sport Attendance	# of participants in youth sports on consecutive days per season	7,000	7,500
Yearly Annual & Special Events	# of annual & special events	29	29
Annual/Special Event Attendance	# of attendees at annual & special events	24,000	25,000
Aquatic Program Attendance	# of participants in aquatic classes	4,400	4,500
Youth Camp Consecutive Attendance	# of consecutive days of camp attended by campers per year	6,800	7,000
Youth Camp Attendance*	# of campers per year	1,341	1,500
Volunteer Hours provided	# of volunteer hours provided to Student Assistant Volunteers (SAVs) & other volunteers	6,000	6,100
Facility Rentals (Private/Non-Profit paid rentals)	# of facility rentals	75	100
Community Meetings Held	# of community meetings held at Recreation facilities	2,000	2,050
Fitness Room, Basketball, Volleyball, & Tennis Courts Attendance	# of attendees at the listed City facilities	17,000	17,200
Newsletters distributed to local elementary schools	# of newsletters distributed per elementary school per year	26,000	26,100
Senior Adult Transportation yearly ridership (one-way trips)	# of riders utilizing Recreation's transportation per year	3,300	3,400
Grants received	# of grants received per year	3	3
Capital Projects completed	# of Capital Projects completed per year	1	1

*Youth Camp Attendance includes the following programs: Kid's Day Off, Winter Break Camp, Spring Break Camp, Summer Camp, and Pioneer Enrichment Program.

RECREATION (CONTINUED)

Budget Summary



	FY 2018 Actual	FY 2019 Amended	FY 2019 Forecast	FY 2020 Proposed	FY 2020 Adopted
Departmental Capital	81,929	84,670	36,500	11,400	5,000
Operating Expenditures	391,920	452,391	415,500	422,895	392,806
Personnel Services	1,329,419	1,556,720	1,267,973	1,434,507	1,405,110



RECREATION (CONTINUED)

Position Listing

Position Summary								
	FY 2018		FY 2019		FY 2020 Proposed		FY 2020 Adopted	
Full Time (FT)/Other	**FT**	**Other**	**FT**	**Other**	**FT**	**Other**	**FT**	**Other**
Recreation Director	1	–	1	–	1	–	1	–
Sr. Admin. Specialist	1	–	1	–	1	–	1	–
Facility Coordinator (Community Ctr.)	1	–	1	–	1	–	1	–
Facility Coordinator (Pool & Tennis Ctr.)	1	–	1	–	1	–	1	–
Recreation Program Specialist	1	–	1	–	1	–	1	–
Adult Program Specialist	1	–	1	–	1	–	1	–
Facility & Rec Assistant (Maintenance)	3	–	3	–	3	–	3	–
Aquatic Specialist	1	–	1	–	1	–	1	–
Head Lifeguard	1	–	1	–	1	–	1	–
Recreation Leader	1	–	1	–	1	–	1	–
Adult Program Aide - PT	–	1	–	1	–	1	–	1
Facility Attendant - PT	–	8	–	8	–	8	–	8
Youth Program Instructor - PT	–	4	–	4	–	4	–	4
Swim Instructor - PT	–	1	–	1	–	1	–	1
Life Guards - PT	–	2	–	2	–	2	–	2
Instructors - PT	–	4	–	4	–	4	–	4
Life Guards - Seasonal	–	7	–	7	–	7	–	7
Camp Counselors - Seasonal	–	16	–	16	–	16	–	16
Total	**12**	**43**	**12**	**43**	**12**	**43**	**12**	**43**
Total Full Time Equivalent	**12.0**	**11.6**	**12.0**	**11.6**	**12.0**	**11.6**	**12.0**	**11.6**

Recreation

$	FY 2018	FY 2019			FY 2020		
	Actuals	Amended Budget	Forecast	Over/ (Under) FY 2019 Budget	Proposed Budget	Adopted Budget	Over/ (Under) FY 2020 Proposed
Wages							
Salaries - Regular	667,404	689,510	569,829	(119,681)	669,470	657,524	(11,946)
Salaries - Other	277,290	391,320	304,827	(86,493)	313,684	313,684	-
Salaries - Overtime	4,397	10,500	8,500	(2,000)	10,500	10,500	-
Special Pay - Cell Phone	840	1,050	400	(650)	840	840	-
Total Wages	**949,931**	**1,092,380**	**883,556**	**(208,824)**	**994,494**	**982,548**	**(11,946)**
Benefits							
Benefits - FICA	69,572	83,160	66,305	(16,855)	74,257	75,165	908
Benefits - Retirement	90,479	118,700	89,525	(29,175)	102,256	101,876	(380)
Benefits - Group Insurance	199,646	237,260	206,690	(30,570)	239,539	228,779	(10,760)
Benefits - Group Insurance (Retirees)*	-	-	-	-	-	-	-
Benefits - Workers Compensation	18,302	23,050	19,497	(3,553)	21,961	14,742	(7,219)
Benefits - Medical	1,489	2,170	2,400	230	2,000	2,000	-
Total Benefits	**379,488**	**464,340**	**384,417**	**(79,923)**	**440,013**	**422,562**	**(17,451)**
Personnel Services	**1,329,419**	**1,556,720**	**1,267,973**	**(288,747)**	**1,434,507**	**1,405,110**	**(29,397)**
Operating Expenditures							
Professional Services - Miscellaneous*	887	1,139	1,200	61	1,300	1,300	-
Casual & Contract Labor*	952	2,680	3,300	620	3,300	3,300	-
Fees - Homeowners Association*	1,000	1,200	1,000	(200)	1,050	1,050	-
Fees - Sports Officials*	36,000	36,000	36,000	-	36,000	-	(36,000)
Fees - Regulatory*	1,600	2,781	2,300	(481)	3,300	3,300	-
Travel & Per Diem*	1,810	2,200	800	(1,400)	2,500	2,500	-
Annual Events*	80,201	103,795	98,000	(5,795)	95,000	95,000	-
Education & Registration*	1,558	1,700	800	(900)	1,700	1,700	-
Insurance - Liability*	23,243	27,000	24,000	(3,000)	27,475	28,386	911
Dues & Memberships*	993	1,100	1,100	-	1,150	1,150	-
Utilities - Telephone & Internet	5,295	7,100	5,000	(2,100)	10,320	10,320	-
Utilities - Electricity	55,869	72,000	60,000	(12,000)	61,800	61,800	-
Utilities - Water & Sewer	25,965	21,100	21,100	-	22,000	22,000	-
Repairs - Equipment*	3,895	4,000	4,000	-	4,000	4,000	-
Repairs - Pool*	7,162	8,500	8,500	-	8,500	8,500	-
Maintenance - Contracts*	21,597	20,496	19,000	(1,496)	16,000	16,000	-
Supplies - Office	2,469	2,500	2,500	-	2,500	2,500	-
Supplies - Custodial*	12,413	8,800	10,500	1,700	9,600	9,600	-
Supplies - Program*	48,614	54,900	54,900	-	54,900	54,900	-
Supplies - Athletic*	1,468	2,000	1,500	(500)	2,000	2,000	-
Supplies - Uniforms*	1,080	2,000	1,500	(500)	2,500	2,500	-
Supplies - Chemicals*	12,287	15,000	14,000	(1,000)	15,000	15,000	-
Supplies - Minor Equipment*	26,209	29,400	23,000	(6,400)	21,000	21,000	-
Hurricane Expense	1,243	-	-	-	-	-	-
Program Expense - Senior Transportation*	15,000	20,000	15,000	(5,000)	15,000	20,000	5,000
Donations: Relay For Life/Color Run*	3,110	5,000	6,500	1,500	5,000	5,000	-
Operating Expenditures	**391,920**	**452,391**	**415,500**	**(36,891)**	**422,895**	**392,806**	**(30,089)**

Recreation

$	FY 2018	FY 2019			FY 2020		
	Actuals	Amended Budget	Forecast	Over/ (Under) FY 2019 Budget	Proposed Budget	Adopted Budget	Over/ (Under) FY 2020 Proposed
Departmental Capital							
Improvements - Parks	-	-	200	200	-	-	-
Equipment & Machinery - Furniture & Equip.*	-	-	-	-	3,000	-	(3,000)
Equipment & Machinery - Computers*	18,147	3,000	3,000	-	3,400	-	(3,400)
Equipment & Machinery - Software Programs*	-	15,000	11,000	(4,000)	5,000	5,000	-
Equipment & Machinery - Truck	32,929	-	-	-	-	-	-
Equipment & Machinery - Equipment	30,853	42,670	22,300	(20,370)	-	-	-
Building Improvements - Pool & Tennis Ctr.	-	24,000	-	(24,000)	-	-	-
Departmental Capital	**81,929**	**84,670**	**36,500**	**(48,170)**	**11,400**	**5,000**	**(6,400)**
Recreation Total	**1,803,267**	**2,093,781**	**1,719,973**	**(373,808)**	**1,868,802**	**1,802,916**	**(65,886)**

*Related footnote on following page

Recreation - Footnote Detail

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Account Name	Footnote Detail	FY 2020 Proposed Budget	Associated Revenue	FY 2020 Adopted Budget
Benefits - Group Insurance (Retirees)	Recreation group insurance retiree expenses moved to Non Dept. for FY 18, FY 19, and FY 20 Proposed	-	N/A	-
Professional Services - Miscellaneous	Background Checks	1,300	N/A	1,300
	Fingerprinting		N/A	
	Driving History		N/A	
Casual & Contract Labor	Mobile Stage wash and wax	3,300	N/A	3,300
	Tablecloth - Cleaning		N/A	
Fees - Homeowners Association	Rock Creek	600	N/A	600
	Flamingo Gardens	300	N/A	300
	Other	150	N/A	150
	Total	**1,050**	N/A	**1,050**
Fees - Sports Officials	Donation to Optimist Club	36,000	N/A	-
Fees - Regulatory	Pool Inspection/Renewal Fees	325	N/A	325
	Hazardous Materials Fee - Chlorine Tank	510	N/A	510
	Splash Pad Inspection/Renewal Fees	275	N/A	275
	Society of European Stage Authors & Composers	875	N/A	875
	Motion Picture License	590	N/A	590
	American Society of Composers, Authors, & Publishers (ASCAP)	375	N/A	375
	Broadcast Music Inc. (BMI)	350	N/A	350
	Total	**3,300**	N/A	**3,300**
Travel & Per Diem	Educational Conferences & Seminars	2,500	N/A	2,500
	Florida Recreation & Park Association (FRPA) State Conference		N/A	
Annual Events	Daddy/Daughter Dinner	3,500	4,086	3,500
	Brunch with Santa	1,600	1,464	1,600
	Father/Son Adventure	2,500	921	2,500
	Food Trucks (January & July)	6,000	-	6,000
	Mother/Daughter Tea	3,500	2,586	3,500
	Movie Night in the Park	1,500	-	1,500
	Touch-A-Truck	1,400	-	1,400
	Trick or Treat Shop to Shop	1,000	-	1,000
	Egg Hunts	3,500	-	3,500
	Light-Up Cooper City	28,000	802	28,000
	Founders Day Festivities	35,000	1,230	35,000
	Community Bookswaps	100	-	100
	Bike Rodeo	500	-	500
	Home Decorating Contest	300	50	300
	Mayor's Chess Challenge	500	-	500
	Pageants	1,000	871	1,000
	Garage Sale (Spring & Fall)	100	3,100	100
	Dive-In Movie Night	1,500	-	1,500
	Veteran's Day Ceremony	200	-	200
	Meet & Greet Furry Friends	600	75	600
	Dog Adopt-A-Thon	200	-	200
	Mom & Son Night of Fun	2,500	1,395	2,500
	Sponsorships	-	15,750	-
	Senior Expo (Paid for by Senior Advisory Board)	-	1,346	-
	Total	**95,000**	**33,676**	**95,000**

Recreation - Footnote Detail

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Account Name	Footnote Detail	FY 2020 Proposed Budget	Associated Revenue	FY 2020 Adopted Budget
Education & Registration	Conferences, Workshops & Training (CDL)	1,700	N/A	1,700
	Pool Operators License (5 Years)		N/A	
Insurance - Liability	Liability	25,236	N/A	26,147
	Flood	2,239	N/A	2,239
	Total	**27,475**	N/A	**28,386**
Dues & Memberships	Florida Recreation & Park Association (FRPA)	830	N/A	830
	Sam's Club	45	N/A	45
	Florida Gold Coast Swimming	150	N/A	150
	Other Miscellaneous Memberships	125	N/A	125
	Total	**1,150**	N/A	**1,150**
Repairs - Equipment	Fitness Equipment	4,000	N/A	4,000
	Appliances			
	Kiln			
Repairs - Pool	Pool Repairs - Pump, Motor, Heater, etc.	8,500	N/A	8,500
Maintenance - Contracts	RecTrac Annual Maintenance - Vermont Systems	3,708	N/A	3,708
	Copier - Toshiba	5,000	N/A	5,000
	Annual Preventative Maintenance (Exercise Equip.)-Fitness Solution	1,500	N/A	1,500
	Pool Heater Maintenance - Symbiont Services	930	N/A	930
	Time clock Software - When to Work	330	N/A	330
	WebTrac Annual Maintenance - Vermont Systems	4,532	N/A	4,532
	Total	**16,000**	N/A	**16,000**
Supplies - Custodial	City Hall	9,600	N/A	9,600
	Community Center			
	Pool & Tennis Center			
Supplies - Program	Tot Classes	2,000	N/A	2,000
	Aquatic Programs	1,000	N/A	1,000
	No School Day Camps	3,500	N/A	3,500
	Winter Camp	1,950	N/A	1,950
	Spring Camp	1,950	N/A	1,950
	Summer Camp	33,950	N/A	33,950
	Adult Programs/Luncheons	4,850	N/A	4,850
	Youth Classes/Program	4,700	N/A	4,700
	Pioneer Middle School Enrichment Program	1,000	N/A	1,000
	Total	**54,900**	N/A	**54,900**
Supplies - Athletic	Basketball nets & supplies	2,000	N/A	2,000
	Volleyball nets, rope & supplies			
	Pickelball nets & supplies			
	Tennis nets, windscreens, dry rolls, etc.			
Supplies - Uniforms	Staff shirts	2,500	N/A	2,500
Supplies - Chemicals	Splash Pad Chemicals	15,000	N/A	15,000
	25 Yard Pool Chemicals			
	CO2 Tank			
Supplies - Minor Equipment	Tables & Chairs	21,000	N/A	21,000
	Entrance Floor mats			
	Valves and gauges for pool			
	P&T window treatments			
	Picnic tables - P&T center			
	Outdoor trash cans - P&T and CC			
	Outdoor benches - P&T			
Program Expense - Senior Transportation	Broward County CDBG Transportation Services	15,000	N/A	20,000

Recreation - Footnote Detail

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Account Name	Footnote Detail	FY 2020 Proposed Budget	Associated Revenue	FY 2020 Adopted Budget
Donations: Relay for Life/Color Run	Donations from City to Relay for Life organization	5,000	N/A	5,000
Equipment & Machinery - Furniture & Equip.	Community Center/P&T Center Chairs	3,000	N/A	-
Equipment & Machinery - Computers	Two Laptops	3,000	N/A	-
	Two Solid State Drives (SSDs)	400	N/A	-
	Total	**3,400**	N/A	**-**
Equipment & Machinery - Software Programs	WebTrac Module	5,000	N/A	5,000

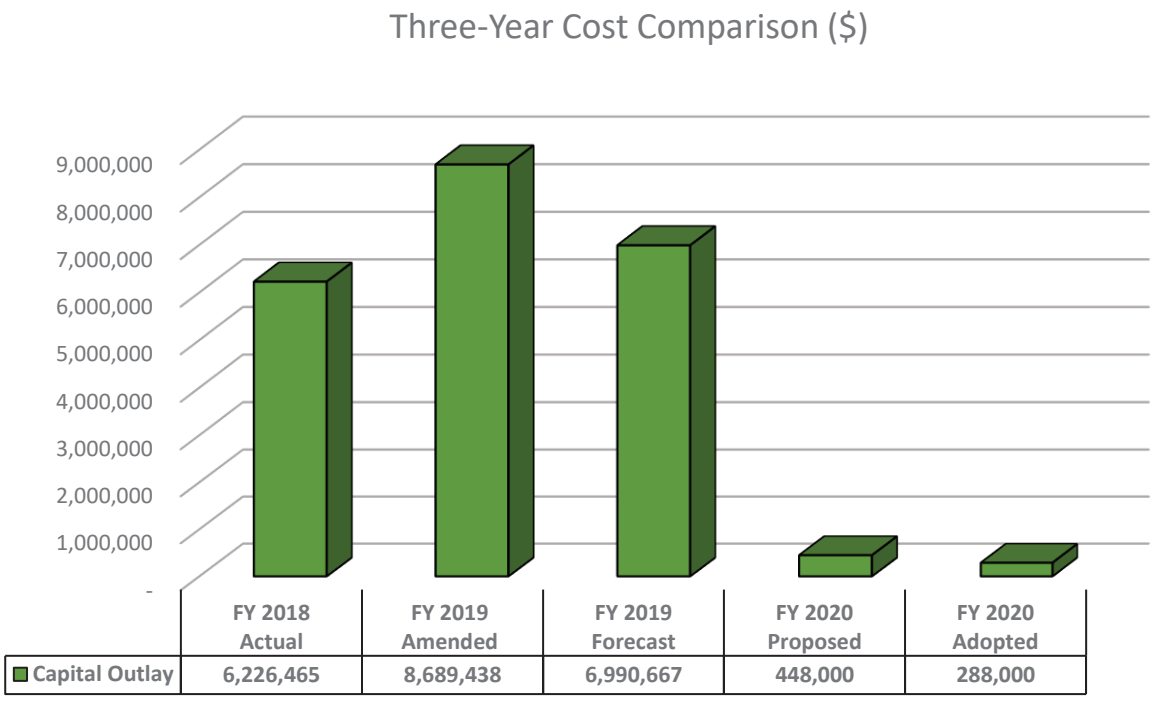
GENERAL FUND
CAPITAL PROJECTS FUND

GENERAL FUND CAPITAL IMPROVEMENT FUND

Mission:

To manage capital projects and infrastructure replacement from concept to completion, providing cost-effective projects, which maximize the availability of potential grants and which fully address City requirements, on time and within budget, ensuring all necessary coordination between contractors, the City, the community, and all affected governmental agencies.

Budget Summary



	FY 2018 Actual	FY 2019 Amended	FY 2019 Forecast	FY 2020 Proposed	FY 2020 Adopted
Capital Outlay	6,226,465	8,689,438	6,990,667	448,000	288,000

General Fund Capital Projects Fund

$	FY 2018	FY 2019			FY 2020		
	Actuals	Amended Budget	Forecast	Over/ (Under) FY 2019 Budget	Proposed Budget	Adopted Budget	Over/ (Under) FY 2020 Proposed
Funding							
Impact Fees	136,422	-	60,000	60,000	18,000	18,000	-
Grants	-	550,000	1,597,500	1,047,500	182,250	182,250	-
Interest	61,475	-	18,100	18,100	2,000	2,000	-
Miscellaneous Revenue	-	-	11,229	11,229	-	-	-
Total Revenue	**197,898**	**550,000**	**1,686,829**	**1,136,829**	**202,250**	**202,250**	**-**
							-
Interfund Loan	-	-	1,860,000	1,860,000	-	-	-
Total Interfund Loan	**-**	**-**	**1,860,000**	**1,860,000**	**-**	**-**	**-**
							-
Transfer In - General Fund	3,850,000	1,935,000	-	(1,935,000)	208,635	85,750	(122,885)
Total Transfer In	**3,850,000**	**1,935,000**	**-**	**(1,935,000)**	**208,635**	**85,750**	**(122,885)**
							-
Total Funding	**4,047,898**	**2,485,000**	**3,546,829**	**1,061,829**	**410,885**	**288,000**	**(122,885)**
							-
Expenditure							-
Capital Outlay	6,226,465	8,689,438	6,990,667	(1,698,771)	448,000	288,000	(160,000)
Total Expenditure	**6,226,465**	**8,689,438**	**6,990,667**	**(1,698,771)**	**448,000**	**288,000**	**(160,000)**
							-
Over/(Under)	**(2,178,567)**	**(6,204,438)**	**(3,443,838)**	**2,760,600**	**(37,115)**	**-**	**37,115**
Fund Balance							
Opening Balance	5,830,422	3,651,855	3,651,855	-	208,017	208,017	-
Over/(Under)	(2,178,567)	(6,204,438)	(3,443,838)	2,760,600	(37,115)	-	37,115
Closing Balance	3,651,855	(2,552,583)	208,017	2,760,600	170,902	208,017	37,115
Closing Balance - Ex. Public Safety	3,464,303	(2,552,583)	29,366	2,581,949	-	29,366	29,366
Closing Balance - Public Safety	187,551	-	178,651	178,651	170,902	178,651	7,749

General Fund Capital Projects Fund Revenue

$	FY 2018	FY 2019			FY 2020		
	Actuals	Amended Budget	Forecast	Over/ (Under) FY 2019 Budget	Proposed Budget	Adopted Budget	Over/ (Under) FY 2020 Proposed
Impact Fees							
Impact Fees-Resident-Public Safety	6,704	-	3,000	3,000	1,000	1,000	-
Impact Fees-Resident-Recreation (Park)	19,200	-	5,000	5,000	2,000	2,000	-
Impact Fees-Resident-Other (Gen Govt)	110,519	-	52,000	52,000	15,000	15,000	-
Total Impact Fees	**136,422**	**-**	**60,000**	**60,000**	**18,000**	**18,000**	**-**
Non-Public Safety Project Grants							
FRDAP*	-	-	800,000	800,000	-	-	-
BCPFP*	-	-	150,000	150,000	-	-	-
RTP*	-	-	275,000	275,000	-	-	-
Broward County Grant (Not in FY 19 Budget)		150,000	-	(150,000)	-	-	-
Federal Grant-LWCF*	-	400,000	200,000	(200,000)	-	-	-
HMGP*	-	-	75,000	75,000	-	-	-
FDACS*	-	-	60,000	60,000	-	-	-
Total Non-Public Safety Project Grants	**-**	**550,000**	**1,560,000**	**1,010,000**	**-**	**-**	**-**
Public Safety Project Grants							
HMGP*	-	-	37,500	37,500	32,250	32,250	-
HMGP*	-	-	-	-	150,000	150,000	-
Total Public Safety Project Grants	**-**	**-**	**37,500**	**37,500**	**182,250**	**182,250**	**-**
Total Grants	**-**	**550,000**	**1,597,500**	**1,047,500**	**182,250**	**182,250**	**-**
Miscellaneous Revenue							
Miscellaneous Revenue	-	-	11,229	11,229	-	-	-
Total Miscellaneous Revenue	**-**	**-**	**11,229**	**11,229**	**-**	**-**	**-**
Interest							
Interest-Public Safety	2,521	-	600	600	2,000	2,000	-
Interest-Park Improvements	29,901	-	9,000	9,000	-	-	-
Interest-General Government	29,054	-	8,500	8,500	-	-	-
Total Interest	**61,475**	**-**	**18,100**	**18,100**	**2,000**	**2,000**	**-**
Total Revenue	**197,898**	**550,000**	**1,686,829**	**1,136,829**	**202,250**	**202,250**	**-**

Grant Abbreviation	Grant Detail
FRDAP	Florida Recreation Development Assistance Program
BCPFP	Broward County Parks for People
RTP	Florida Recreation Trails Program
LWCF	Land and Water Conservation Fund
HMGP	Hazard Mitigation Grant Program
FDACS	Florida Department of Agriculture Small Community Energy Efficient Lighting Grant

General Fund Five-Year CIP Plan

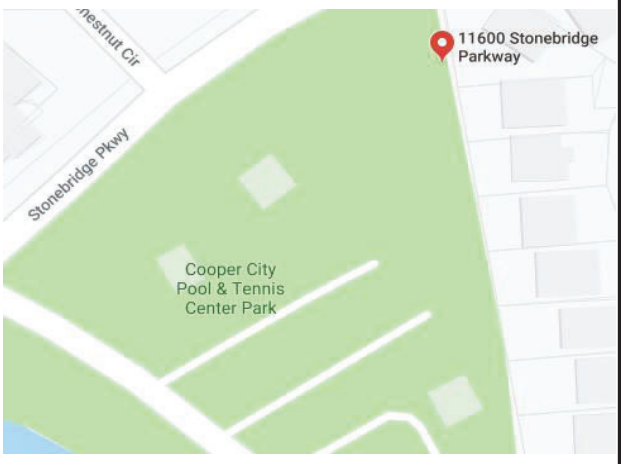
Project Name ($)	2019 Forecast	2020	2021	2022	2023	2024	Total FY 20 - FY 24
FUNDING							
Grants		-	-	-	-	-	-
FRDAP	800,000	-	-	-	-	-	-
BCPFP	150,000	-	-	-	-	-	-
RTP	275,000	-	-	-	-	-	-
LWCF	200,000	-	-	-	-	-	-
HMGP	-	150,000	-	-	-	-	150,000
HMGP	75,000	-	-	-	-	-	-
FDACS	60,000	-	-	-	-	-	-
Non-Public Safety Project Grants	**1,560,000**	**150,000**	**-**	**-**	**-**	**-**	**150,000**
HMGP	37,500	-	-	-	-	-	-
HMGP	-	32,250	-	-	-	-	32,250
Public Safety Project Grants	**37,500**	**32,250**	**-**	**-**	**-**	**-**	**32,250**
Total Grants	**1,597,500**	**182,250**	**-**	**-**	**-**	**-**	**182,250**
Other CIP Fund Revenue	89,329	20,000	20,000	20,000	20,000	20,000	100,000
Non-Public Safety CIP Fund Balance	3,443,838	-	-	-	-	-	-
Public Safety CIP Fund Balance	8,900	-	(3,000)	-	18,000	18,000	33,000
Water/Sewer Fund Loan	1,860,000	-	-	-	-	-	-
General Fund Transfer In	-	85,750	247,500	289,000	189,500	141,500	953,250
Total Funding	**6,999,567**	**288,000**	**264,500**	**309,000**	**227,500**	**179,500**	**1,268,500**

General Fund Five-Year CIP Plan

Project Name ($)	Applicable Grant	2019 Forecast	2020	2021	2022	2023	2024	Total FY 20 - FY 24
EXPENDITURE								
Flamingo West Park	FRDAP, BCPFP, RTP (1,225,000)	4,722,000						-
Flamingo West Park		1,211,134						-
Recreation Software		11,151						-
Building Department		540,000						-
P&T Renovations	LWCF (200,000)	545						-
PW Compound S Wall						40,000		40,000
Bridge Fences		20,000			30,000			30,000
CC Screen Cover					15,000			15,000
Card Access System								-
Pergola (Design)		19,900			150,000			150,000
Building Department		25,096						-
Park Redesign		19,832						-
Building Dept. FF&E		50,000						-
Metal Storage Building		606						-
Dog Park		403						-
Weight Room		45,000						-
P&T Basketball Fence		15,000						-
P&T Impact Window & Emerg. Gen.	HMGP (150,000)		200,000					200,000
Park Fences		30,000		20,000				20,000
P&T Parking Lot				75,000				75,000
CC Emerg. Generator	HMGP (75,000)	130,000						-
P&T Court Lights	FDACS (60,000)	100,000						-
Bill Lips New ADA Playground/Pavilion								-
Backstop/Dugout Fence CCSC				50,000	50,000			100,000
Court Resurfacing			45,000	41,500	19,000	57,500	31,500	194,500
Small Playground Replacement					45,000	45,000	55,000	145,000
Citywide AC Replacement				60,000		35,000	75,000	170,000
Paint - Bill Lips & CCSC Bldgs.						32,000		32,000
Paint - PW Bldg.				10,000				10,000
Paint - Pioneer & CC Elem. Pavilion				8,000				8,000
Funded Projects - Other		**6,940,667**	**245,000**	**264,500**	**309,000**	**209,500**	**161,500**	**1,189,500**
Fire Station Doors	HMGP (37,500)	50,000						-
Fire Station Windows	HMGP (32,250)		43,000					43,000
Paint - Fire Station						18,000		18,000
Paint - Police Station							18,000	18,000
Funded Projects - Public Safety		**50,000**	**43,000**	**-**	**-**	**18,000**	**18,000**	**79,000**
Total Funded Projects		**6,990,667**	**288,000**	**264,500**	**309,000**	**227,500**	**179,500**	**1,268,500**
Other Projects								
Bill Lips/CCSC Eng. & Design Services			250,000					250,000
Bill Lips New ADA Playground/Pavilion	250,000 (Grant exp. June 2021)		500,000					500,000
Bill Lips Parking, Lights	200,000 (Grant exp. Sept. 2020)			1,000,000				1,000,000
PW Admin. Const. Docs.					190,000			190,000
PW Bldg. Construction						1,500,000		1,500,000
Large Playground Replacement				100,000			70,000	170,000
CC Sports Complex Parking					185,000			185,000
Non-Funded Projects		**-**	**750,000**	**1,100,000**	**375,000**	**1,500,000**	**70,000**	**3,795,000**
Total Projects		**6,990,667**	**1,038,000**	**1,364,500**	**684,000**	**1,727,500**	**249,500**	**5,063,500**

PROJECT INFORMATION			
Project Name:	Impact Windows & Emergency Generator for Pool & Tennis Center		
Department/Division:	Public Works	**Project Manager:**	Richard Freeman
Project Location: Pool & Tennis Center - 11600 Stonebridge Parkway			
Project Description: Install impact windows and emergency generator for the Pool & Tennis Center.			
Purpose or Need for Project: To protect and supply power to the Pool & Tennis Center during emergency situations.			
Grant Information/Funding Overview: Funded by 75% FEMA Hazard Mitigation Grant with the remainder provided from the General Fund CIP Fund.			
Design Start Fiscal Year	FY 20	**Construction Start Fiscal Year**	FY 20
Estimated Cost of Project	$200,000	**Estimated Time to Complete**	6 months
Description of Materials: Impact windows, emergency generator, paint			
If Project creates unusual manpower requirements, explain: N/A			
If competitive bidding or professional negotiation is required, explain: Bidding will be required.			

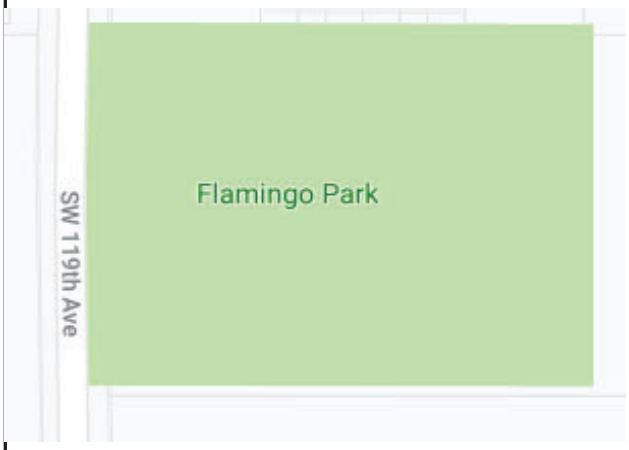
Location & Area Map



Project Graphic



PROJECT INFORMATION			
Project Name:	Flamingo Park Court Resurfacing		
Department/Division:	Public Works	**Project Manager:**	Richard Freeman
Project Location: Flamingo Park			
Project Description: Resurfacing one basketball court and one tennis court.			
Purpose or Need for Project: Resurface worn and deteriorated courts.			
Grant Information/Funding Overview: Funded by the General Fund CIP fund. (Part of a $45,000 court resurfacing project)			
Design Start Fiscal Year	N/A	**Construction Start Fiscal Year**	FY 20
Estimated Cost of Project	$20,000	**Estimated Time to Complete**	60 Days
Description of Materials: Paint			
If Project creates unusual manpower requirements, explain: N/A			
If competitive bidding or professional negotiation is required, explain: No bidding is required. Cooperative contract is currently in place.			

Location & Area Map	Project Graphic
	

PROJECT INFORMATION			
Project Name:	Ted Ferone Park Court Resurfacing		
Department/Division:	Public Works	**Project Manager:**	Richard Freeman
Project Location: Ted Ferone Park			
Project Description: Resurfacing one basketball court and two tennis courts.			
Purpose or Need for Project: Resurface worn and deteriorated courts.			
Grant Information/Funding Overview: Funded by the General Fund CIP fund. (Part of a $45,000 court resurfacing project)			
Design Start Fiscal Year	N/A	**Construction Start Fiscal Year**	FY 20
Estimated Cost of Project	$25,000	**Estimated Time to Complete**	60 Days
Description of Materials: Paint			
If Project creates unusual manpower requirements, explain: N/A			
If competitive bidding or professional negotiation is required, explain: No bidding is required. Cooperative contract is currently in place.			

Location & Area Map

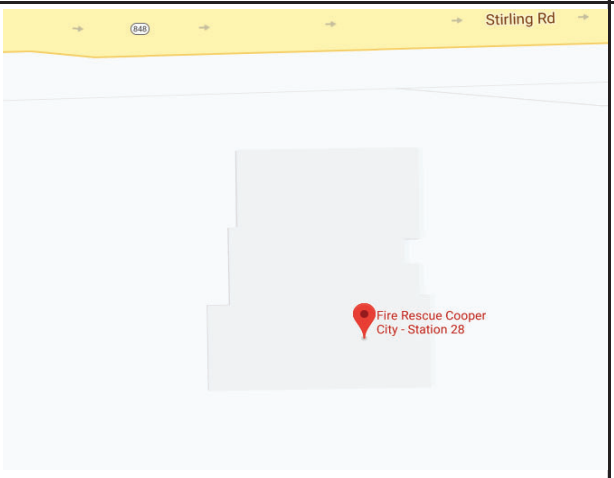


Project Graphic



PROJECT INFORMATION			
Project Name:	BSO Fire Station Impact Windows Replacement		
Department/Division:	Public Works	**Project Manager:**	Richard Freeman
Project Location: 10580 Stirling Road			
Project Description: Replace existing windows with impact and wind resistant windows.			
Purpose or Need for Project: Replace existing windows with impact windows.			
Grant Information/Funding Overview: This will be 75% funded with a FEMA Hazard Mitigation Grant. The remaining funding will come from the General Fund CIP budget.			
Design Start Fiscal Year	FY 20	**Construction Start Fiscal Year**	FY 20
Estimated Cost of Project	$43,000	**Estimated Time to Complete**	90 Days
Description of Materials: New impact and wind resistant windows.			
If Project creates unusual manpower requirements, explain: N/A			
If competitive bidding or professional negotiation is required, explain: Bidding is required because project is over $20,000.			

Location & Area Map

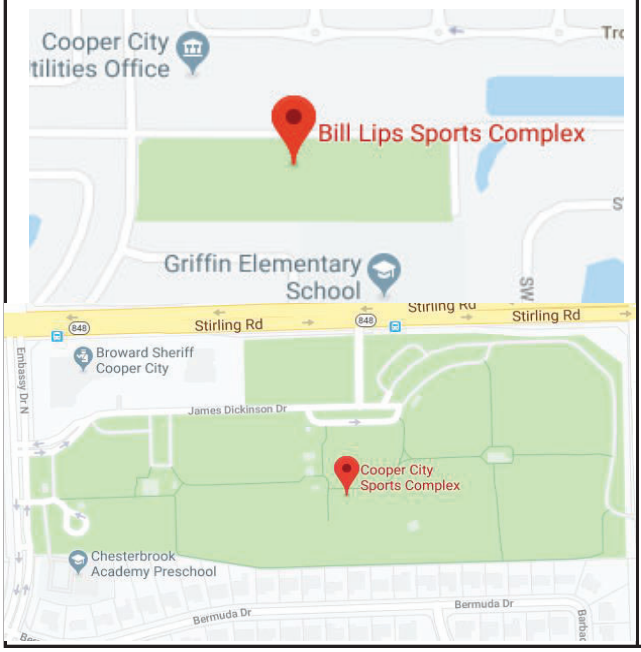


Project Graphic



PROJECT INFORMATION			
Project Name:	Bill Lips Sports Complex & Cooper City Sports Complex		
Department/Division:	Public Works	**Project Manager:**	Richard Freeman
Project Location: Bill Lips Sports Complex - 11600 SW 49th St, Cooper City, FL 33330; Cooper City Sports Complex - 10300 Stirling Road			
Project Description: Engineering and design for renovation of Bill Lips and CCSC.			
Purpose or Need for Project: These sports complexes require new parking lot configurations and other design reconfigurations in order to make them more effective for residents.			
Grant Information/Funding Overview: This project is not funded at this time.			
Design Start Fiscal Year	FY 20	**Construction Start Fiscal Year**	TBD
Estimated Cost of Project	$250,000	**Estimated Time to Complete**	TBD
Description of Materials: Engineering and design materials.			
If Project creates unusual manpower requirements, explain: N/A			
If competitive bidding or professional negotiation is required, explain: May require bidding depending on scope of project.			

Location & Area Map



Project Graphic



PROJECT INFORMATION			
Project Name:	Bill Lips Sports Complex		
Department/Division:	Public Works	**Project Manager:**	Richard Freeman
Project Location: Bill Lips Sports Complex - 11600 SW 49th St, Cooper City, FL 33330			
Project Description: New ADA accessible playground and pavilion for Bill Lips Sports Complex.			
Purpose or Need for Project: This playground and pavilion renovation could be made ADA compliant with the help of a grant.			
Grant Information/Funding Overview: This project is not funded at this time. There is a $250,000 grant available.			
Design Start Fiscal Year	FY 20	**Construction Start Fiscal Year**	TBD
Estimated Cost of Project	$500,000	**Estimated Time to Complete**	TBD
Description of Materials: Playground equipment & pavilion materials.			
If Project creates unusual manpower requirements, explain: N/A			
If competitive bidding or professional negotiation is required, explain: May require bidding depending on scope of project.			

Location & Area Map

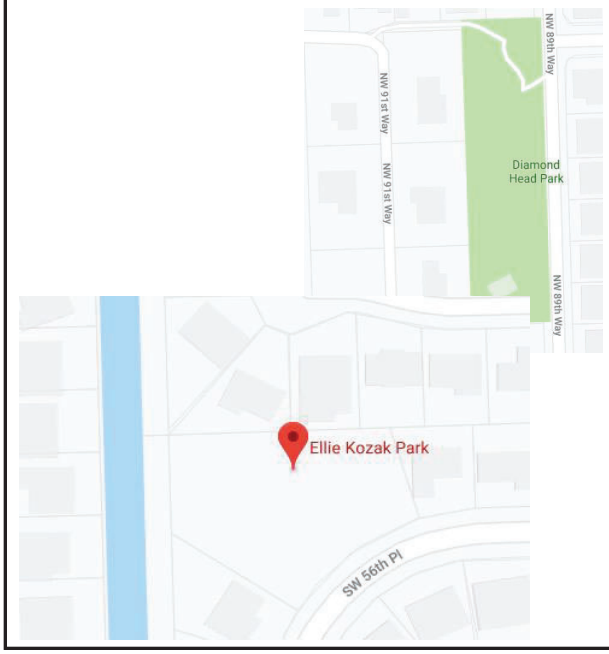


Project Graphic



PROJECT INFORMATION			
Project Name:	Replace Perimeter Fence at Ellie Kozak & Diamondhead Parks		
Department/Division:	Public Works	**Project Manager:**	Richard Freeman
Project Location: Diamondhead & Ellie Kozak Parks			
Project Description: Replace old wood perimeter fence with white PVC fencing.			
Purpose or Need for Project: Replace old rotted wooden fences with new PVC fencing.			
Grant Information/Funding Overview: Funded by the General Fund CIP fund. (Diamondhead - $12,500; Ellie Kozak - $7,500).			
Design Start Fiscal Year	FY 21	**Construction Start Fiscal Year**	FY 21
Estimated Cost of Project	$20,000	**Estimated Time to Complete**	90 Days
Description of Materials: PVC Fence			
If Project creates unusual manpower requirements, explain: N/A			
If competitive bidding or professional negotiation is required, explain: No bidding is required. Contract is currently in place.			

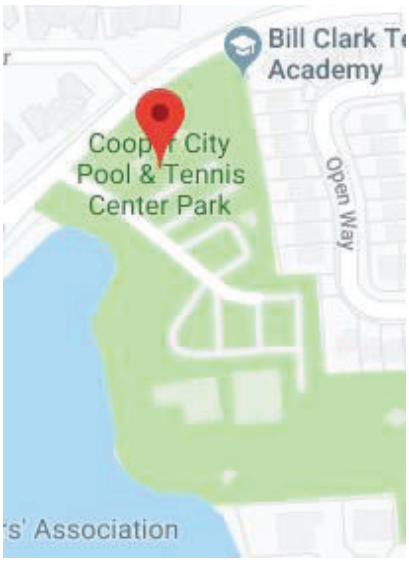
Location & Area Map



Project Graphic

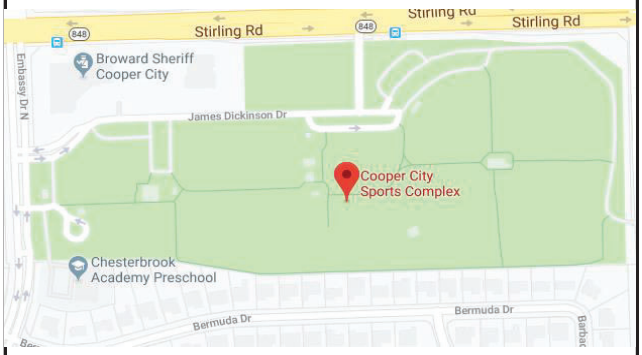


PROJECT INFORMATION			
Project Name:	Pool & Tennis Center Parking Lot Overlay		
Department/Division:	Public Works	**Project Manager:**	Richard Freeman
Project Location: Pool & Tennis Center			
Project Description: Resurface asphalt			
Purpose or Need for Project: Parking Lot needs new asphalt.			
Grant Information/Funding Overview: Funded by the General Fund CIP fund.			
Design Start Fiscal Year	FY 21	**Construction Start Fiscal Year**	FY 21
Estimated Cost of Project	$75,000	**Estimated Time to Complete**	30 Days
Description of Materials: Asphalt			
If Project creates unusual manpower requirements, explain: N/A			
If competitive bidding or professional negotiation is required, explain: No bidding is required. Contract currently in place.			

Location & Area Map	Project Graphic
	

PROJECT INFORMATION			
Project Name:	Backstop & Dugout Fencing at Cooper City Sports Complex		
Department/Division:	Public Works	**Project Manager:**	Richard Freeman
Project Location: Cooper City Sports Complex - 10300 Stirling Road			
Project Description: New fencing. FY 21 will complete half and FY 22 will complete the remaining fencing.			
Purpose or Need for Project: Replace old fences with chain link fence.			
Grant Information/Funding Overview: Funded by the General Fund CIP fund. ($50,000 in FY 21 & $50,000 in FY 22).			
Design Start Fiscal Year	FY 21	**Construction Start Fiscal Year**	FY 22
Estimated Cost of Project	$100,000	**Estimated Time to Complete**	45 Days
Description of Materials: Chain Link Fence			
If Project creates unusual manpower requirements, explain: N/A			
If competitive bidding or professional negotiation is required, explain: No bidding is required. Contract is currently in place.			

Location & Area Map



Project Graphic



PROJECT INFORMATION			
Project Name:	Park Court Resurfacing		
Department/Division:	Public Works	**Project Manager:**	Richard Freeman
Project Location: Forest Lake Park & Other Parks			
Project Description: Resurfacing basketball courts and tennis courts.			
Purpose or Need for Project: Resurface worn and deteriorated courts.			
Grant Information/Funding Overview: Funded by the General Fund CIP fund.			
Design Start Fiscal Year	FY 21	**Construction Start Fiscal Year**	FY 21
Estimated Cost of Project	$41,500	**Estimated Time to Complete**	3 Months
Description of Materials: Paint			
If Project creates unusual manpower requirements, explain: N/A			
If competitive bidding or professional negotiation is required, explain: No bidding is required. Cooperative contract is currently in place.			

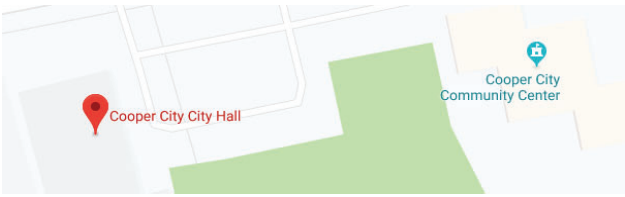
Location & Area Map



Project Graphic

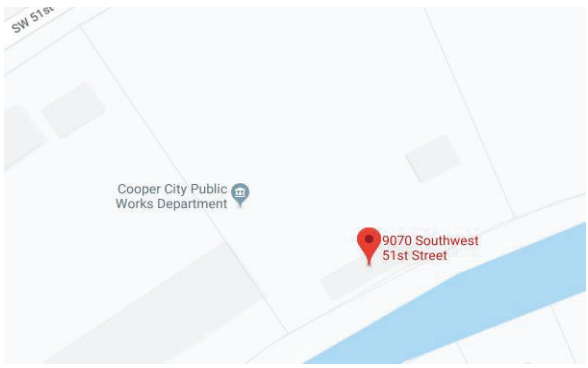


PROJECT INFORMATION			
Project Name:	Citywide AC Replacement		
Department/Division:	Public Works	**Project Manager:**	Richard Freeman
Project Location: AC Units in all City facilities			
Project Description: Replace various AC units.			
Purpose or Need for Project: AC units have reached their life span and are in need of replacement.			
Grant Information/Funding Overview: Funded by the General Fund CIP fund. (Auditorium Unit 7-$12,875 , Auditorium AV room -$3,000 , Recreation Unit 4 - $15,088 , Pool & TC Unit 5- $22,500 , Fire Dept Unit 201 - $4,375 , PW Prop Supv Ofc -$3,550)			
Design Start Fiscal Year	FY 21	**Construction Start Fiscal Year**	FY 21
Estimated Cost of Project	$60,000	**Estimated Time to Complete**	12 months
Description of Materials: AC units and parts			
If Project creates unusual manpower requirements, explain: N/A			
If competitive bidding or professional negotiation is required, explain: Bidding or retrieving of three quotes will be required.			

Location & Area Map	Project Graphic
	

PROJECT INFORMATION			
Project Name:	Exterior Paint - Public Works Buildings		
Department/Division:	Public Works	**Project Manager:**	Richard Freeman
Project Location: 9070 SW 51st Street			
Project Description: Paint the exteriors of the Public Works Buildings.			
Purpose or Need for Project: Existing exterior paint is deteriorating and requires a new paint job.			
Grant Information/Funding Overview: Funded by the General Fund CIP fund.			
Design Start Fiscal Year	FY 21	**Construction Start Fiscal Year**	FY 21
Estimated Cost of Project	$10,000	**Estimated Time to Complete**	60 Days
Description of Materials: Paint			
If Project creates unusual manpower requirements, explain: N/A			
If competitive bidding or professional negotiation is required, explain: No bidding is required, but three quotes will be necessary.			

Location & Area Map

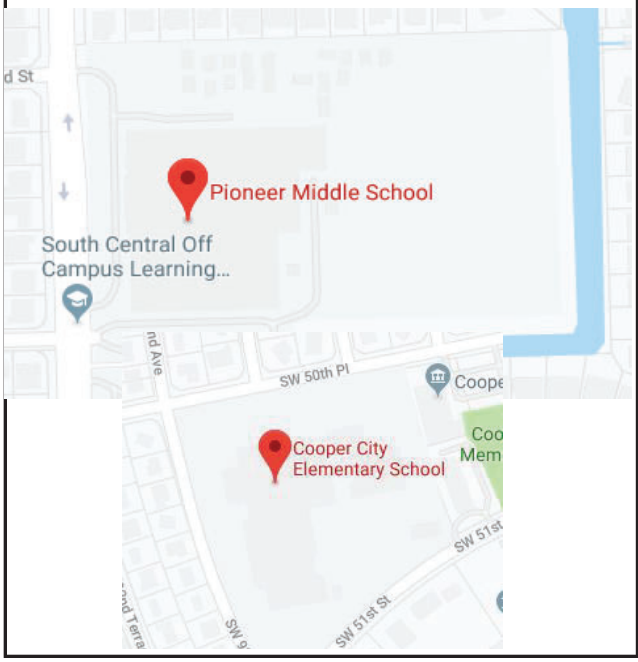


Project Graphic



PROJECT INFORMATION			
Project Name:	Exterior Paint - Pioneer Middle School & Cooper City Elementary Pavilions		
Department/Division:	Public Works	**Project Manager:**	Richard Freeman
Project Location: Pioneer & Cooper City Elementary Pavilions			
Project Description: Paint the exteriors of the schools' pavilions.			
Purpose or Need for Project: Buildings are on a 10-year cycle and are in need of repainting.			
Grant Information/Funding Overview: Funded by the General Fund CIP fund.			
Design Start Fiscal Year	FY 21	**Construction Start Fiscal Year**	FY 21
Estimated Cost of Project	$8,000	**Estimated Time to Complete**	60 Days
Description of Materials: Paint			
If Project creates unusual manpower requirements, explain: N/A			
If competitive bidding or professional negotiation is required, explain: No bidding is required, but three quotes will be necessary.			

Location & Area Map

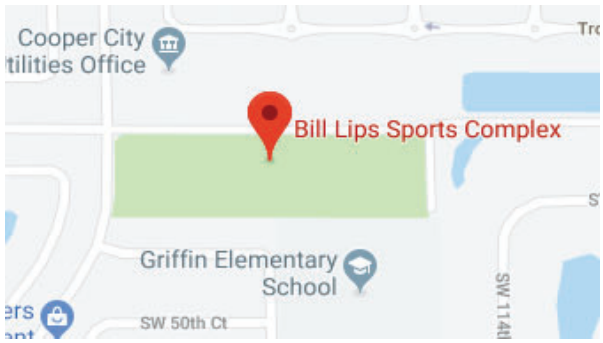


Project Graphic



PROJECT INFORMATION			
Project Name:	Bill Lips Parking Lot & Lighting Renovation		
Department/Division:	Public Works	**Project Manager:**	Richard Freeman
Project Location: Bill Lips Sports Complex - 11600 SW 49th St, Cooper City, FL 33330			
Project Description: Renovate the parking lot and replace lighting at Bill Lips Sports Complex.			
Purpose or Need for Project: The parking lot is in need of replacement due to its inability to drain effectively and provide enough parking for residents. The lighting is need of replacement with more efficient lighting.			
Grant Information/Funding Overview: This project is not funded at this time. There is a $200,000 grant available.			
Design Start Fiscal Year	FY 21	**Construction Start Fiscal Year**	FY 21
Estimated Cost of Project	$1,000,000	**Estimated Time to Complete**	TBD
Description of Materials: Construction and design materials.			
If Project creates unusual manpower requirements, explain: N/A			
If competitive bidding or professional negotiation is required, explain: May require bidding depending on scope of project.			

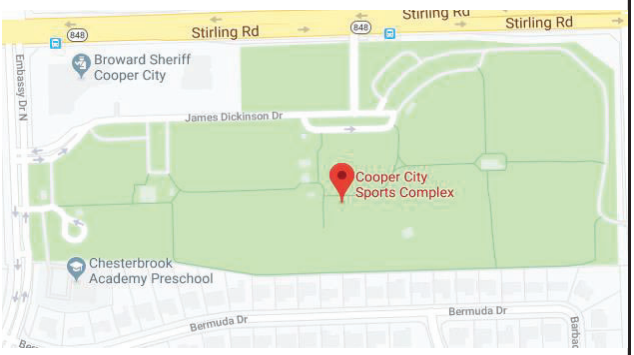
Location & Area Map



Project Graphic

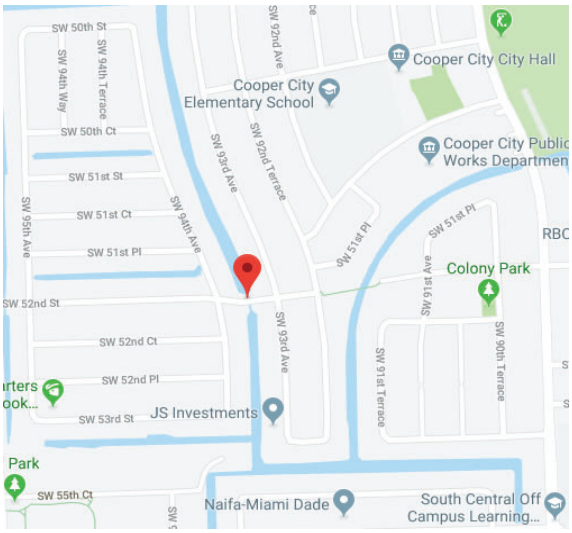


PROJECT INFORMATION			
Project Name:	Cooper City Sports Complex Playground Replacement		
Department/Division:	Public Works	**Project Manager:**	Richard Freeman
Project Location: Cooper City Sports Complex - 10300 Stirling Road			
Project Description: Replace the playground at Cooper City Sports Complex.			
Purpose or Need for Project: The playground is in need of replacement due to its age.			
Grant Information/Funding Overview: This project is not funded at this time.			
Design Start Fiscal Year	FY 21	**Construction Start Fiscal Year**	FY 21
Estimated Cost of Project	$100,000	**Estimated Time to Complete**	90 Days
Description of Materials: Playground Equipment			
If Project creates unusual manpower requirements, explain: N/A			
If competitive bidding or professional negotiation is required, explain: No bidding is required. Contract is currently in place.			

Location & Area Map	Project Graphic
	

PROJECT INFORMATION			
Project Name:	Bridge Fence Replacement		
Department/Division:	Public Works	**Project Manager:**	Richard Freeman
Project Location: SW 52nd Ave and 92nd Terrace, SW 88th Terrace and 50th Pl, 90th Ave and Sw 51 St			
Project Description: Install new fence fabric.			
Purpose or Need for Project: Due to age, the bridges are in need of new fence fabric.			
Grant Information/Funding Overview: Funded by the General Fund CIP fund.			
Design Start Fiscal Year	FY 22	**Construction Start Fiscal Year**	FY 22
Estimated Cost of Project	$30,000	**Estimated Time to Complete**	3 Months
Description of Materials: Fence fabric			
If Project creates unusual manpower requirements, explain: N/A			
If competitive bidding or professional negotiation is required, explain: No bidding is required. Contract currently in place.			

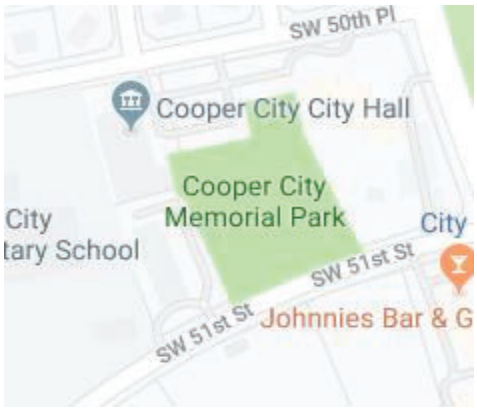
Location & Area Map



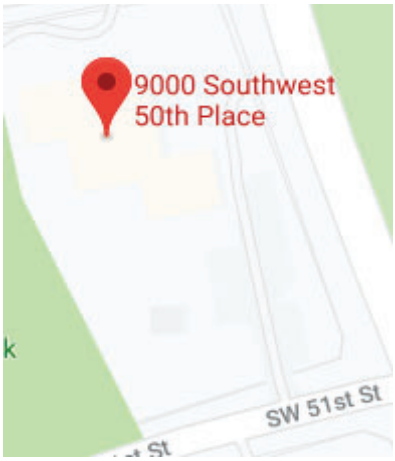
Project Graphic



PROJECT INFORMATION			
Project Name:	Community Center Screen Cover		
Department/Division:	Public Works	**Project Manager:**	Richard Freeman
Project Location: Community Center - 9000 SW 50th Place			
Project Description: Install a screen cover over the Community Center roof.			
Purpose or Need for Project: Screen cover will prevent debris and other materials from impacting the Community Center generator on the roof.			
Grant Information/Funding Overview: Funded by the General Fund CIP fund.)			
Design Start Fiscal Year	FY 22	**Construction Start Fiscal Year**	FY 22
Estimated Cost of Project	$15,000	**Estimated Time to Complete**	3 Months
Description of Materials: Screen cover			
If Project creates unusual manpower requirements, explain: N/A			
If competitive bidding or professional negotiation is required, explain: No bidding is required, but three quotes are necessary.			

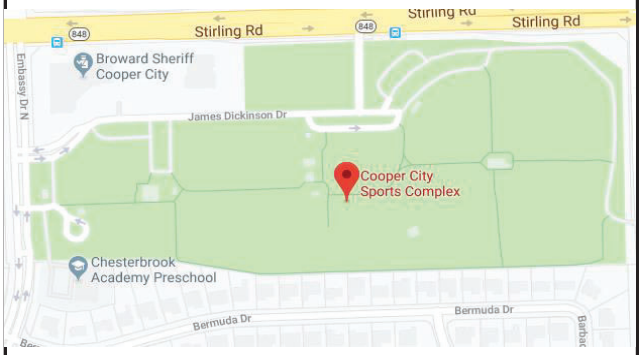
Location & Area Map	Project Graphic
	

PROJECT INFORMATION			
Project Name:	Community Center Pergola		
Department/Division:	Public Works	**Project Manager:**	Richard Freeman
Project Location: Community Center - 9000 SW 50th Place			
Project Description: New pergola at the Community Center			
Purpose or Need for Project: Install a new pergola on the south end of the Community Center, project has already been designed.			
Grant Information/Funding Overview: Funded by the General Fund CIP fund.			
Design Start Fiscal Year	FY 22	**Construction Start Fiscal Year**	FY 22
Estimated Cost of Project	$150,000	**Estimated Time to Complete**	180 Days
Description of Materials: Construction materials			
If Project creates unusual manpower requirements, explain: N/A			
If competitive bidding or professional negotiation is required, explain: Bidding will be required.			

Location & Area Map	Project Graphic
	

PROJECT INFORMATION			
Project Name:	Backstop & Dugout Fencing at Cooper City Sports Complex		
Department/Division:	Public Works	**Project Manager:**	Richard Freeman
Project Location: Cooper City Sports Complex - 10300 Stirling Road			
Project Description: New fencing. FY 21 will complete half and FY 22 will complete the remaining fencing.			
Purpose or Need for Project: Replace old fences with chain link fence.			
Grant Information/Funding Overview: Funded by the General Fund CIP fund. ($50,000 in FY 21 & $50,000 in FY 22).			
Design Start Fiscal Year	FY 21	**Construction Start Fiscal Year**	FY 22
Estimated Cost of Project	$100,000	**Estimated Time to Complete**	45 Days
Description of Materials: Chain Link Fence			
If Project creates unusual manpower requirements, explain: N/A			
If competitive bidding or professional negotiation is required, explain: No bidding is required. Contract is currently in place.			

Location & Area Map

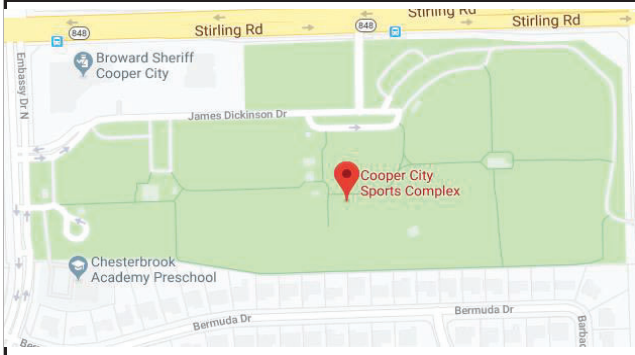


Project Graphic



PROJECT INFORMATION			
Project Name:	Cooper City Sports Complex Court Resurfacing		
Department/Division:	Public Works	**Project Manager:**	Richard Freeman
Project Location: Cooper City Sports Complex - 10300 Stirling Road			
Project Description: Resurfacing two basketball courts.			
Purpose or Need for Project: Resurface worn and deteriorated courts.			
Grant Information/Funding Overview: Funded by the General Fund CIP fund.			
Design Start Fiscal Year	FY 22	**Construction Start Fiscal Year**	FY 22
Estimated Cost of Project	$19,000	**Estimated Time to Complete**	3 Months
Description of Materials: Paint			
If Project creates unusual manpower requirements, explain: N/A			
If competitive bidding or professional negotiation is required, explain: No bidding is required. Cooperative contract is currently in place.			

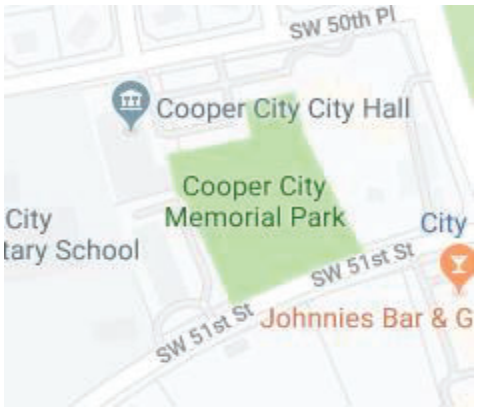
Location & Area Map



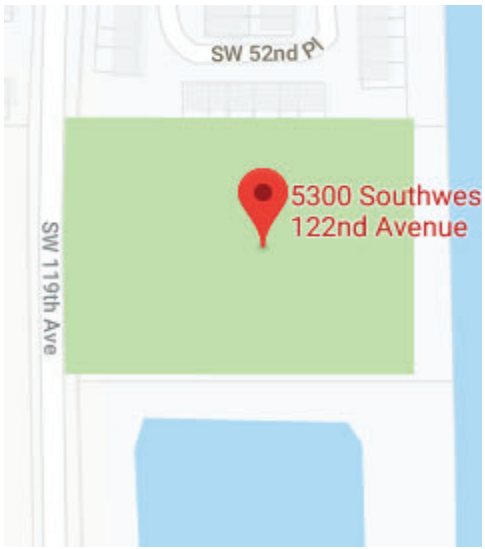
Project Graphic



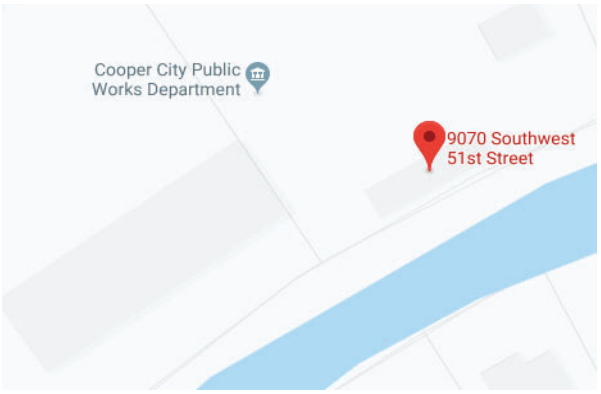
PROJECT INFORMATION			
Project Name:	Community Center/Memorial Park Playground Replacement		
Department/Division:	Public Works	**Project Manager:**	Richard Freeman
Project Location: Community Center - 9000 SW 50th Place			
Project Description: Replace the playground at Memorial Park			
Purpose or Need for Project: The playground is in need of replacement due to its age.			
Grant Information/Funding Overview: Funded by the General Fund CIP fund. (Part of a $45,000 project)			
Design Start Fiscal Year	FY 22	**Construction Start Fiscal Year**	FY 22
Estimated Cost of Project	$15,000	**Estimated Time to Complete**	3 Months
Description of Materials: Playground Equipment			
If Project creates unusual manpower requirements, explain: N/A			
If competitive bidding or professional negotiation is required, explain: No bidding is required. Contract is currently in place.			

Location & Area Map	Project Graphic
	

PROJECT INFORMATION			
Project Name:	Flamingo Park Playground Replacement		
Department/Division:	Public Works	**Project Manager:**	Richard Freeman
Project Location: Flamingo Park - 5300 SW 122nd Avenue			
Project Description: Replace the playground at Flamingo Park			
Purpose or Need for Project: The playground is in need of replacement due to its age.			
Grant Information/Funding Overview: Funded by the General Fund CIP fund. (Part of a $45,000 project)			
Design Start Fiscal Year	FY 22	**Construction Start Fiscal Year**	FY 22
Estimated Cost of Project	$30,000	**Estimated Time to Complete**	3 Months
Description of Materials: Playground Equipment			
If Project creates unusual manpower requirements, explain: N/A			
If competitive bidding or professional negotiation is required, explain: No bidding is required. Contract is currently in place.			

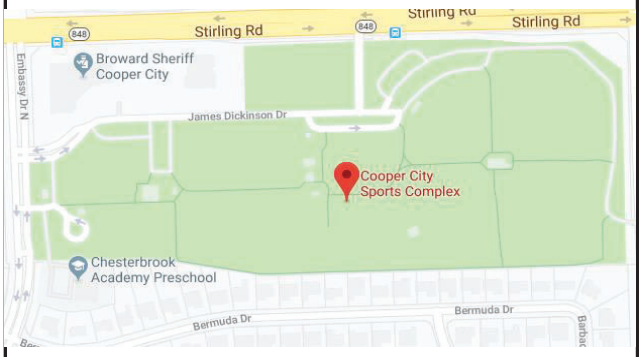
Location & Area Map	Project Graphic
	

PROJECT INFORMATION			
Project Name:	Public Works Administration Bldg. Construction Design & Engineering		
Department/Division:	Public Works	**Project Manager:**	Richard Freeman
Project Location: Public Works - 9070 SW 51st Street			
Project Description: Construction documents for new building.			
Purpose or Need for Project: The current Public Works building is in need of replacement.			
Grant Information/Funding Overview: This project is not funded at this time.			
Design Start Fiscal Year	FY 22	**Construction Start Fiscal Year**	FY 22
Estimated Cost of Project	$190,000	**Estimated Time to Complete**	180 Days
Description of Materials: Construction design materials			
If Project creates unusual manpower requirements, explain: N/A			
If competitive bidding or professional negotiation is required, explain: CCNA contract in place.			

Location & Area Map	Project Graphic
	

PROJECT INFORMATION			
Project Name:	Cooper City Sports Complex Parking		
Department/Division:	Public Works	**Project Manager:**	Richard Freeman
Project Location: Cooper City Sports Complex - 10300 Stirling Road			
Project Description: Revamp of current CCSC parking lot.			
Purpose or Need for Project: Parking Lot is in need of repair and reconfiguration.			
Grant Information/Funding Overview: This project is not funded at this time.			
Design Start Fiscal Year	FY 22	**Construction Start Fiscal Year**	FY 22
Estimated Cost of Project	$185,000	**Estimated Time to Complete**	180 Days
Description of Materials: Construction materials			
If Project creates unusual manpower requirements, explain: N/A			
If competitive bidding or professional negotiation is required, explain: May require bidding, dependent on needs of project.			

Location & Area Map

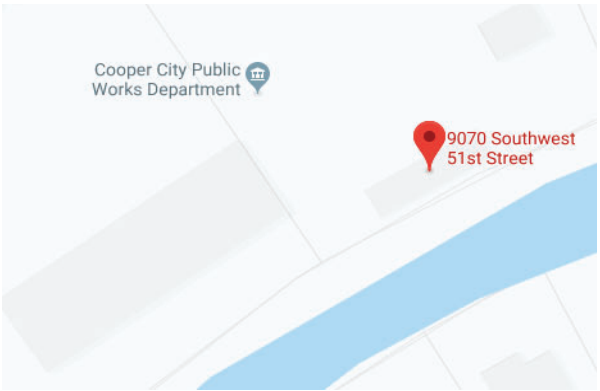


Project Graphic



PROJECT INFORMATION			
Project Name:	Public Works Compound South Wall		
Department/Division:	Public Works	**Project Manager:**	Richard Freeman
Project Location: Public Works - 9070 SW 51st Street			
Project Description: New concrete wall			
Purpose or Need for Project: Public Works needs a wall on the south end of the compound to block out the view of the compound to the residents.			
Grant Information/Funding Overview: Funded by the General Fund CIP fund.			
Design Start Fiscal Year	FY 23	**Construction Start Fiscal Year**	FY 23
Estimated Cost of Project	$40,000	**Estimated Time to Complete**	90 Days
Description of Materials: Construction materials for concrete wall			
If Project creates unusual manpower requirements, explain: N/A			
If competitive bidding or professional negotiation is required, explain: Three quotes will be required.			

Location & Area Map

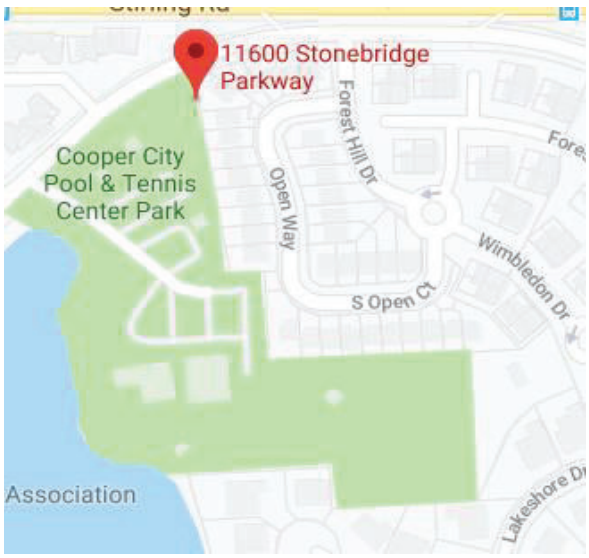


Project Graphic



PROJECT INFORMATION			
Project Name:	Pool & Tennis Center Court Resurfacing		
Department/Division:	Public Works	**Project Manager:**	Richard Freeman
Project Location: Pool & Tennis Center - 11600 Stonebridge Parkway			
Project Description: Resurfacing two basketball courts and eight tennis courts.			
Purpose or Need for Project: Resurface worn and deteriorated courts.			
Grant Information/Funding Overview: Funded by the General Fund CIP fund.			
Design Start Fiscal Year	FY 23	**Construction Start Fiscal Year**	FY 23
Estimated Cost of Project	$57,500	**Estimated Time to Complete**	90 Days
Description of Materials: Paint			
If Project creates unusual manpower requirements, explain: N/A			
If competitive bidding or professional negotiation is required, explain: No bidding is required. Cooperative contract is currently in place.			

Location & Area Map

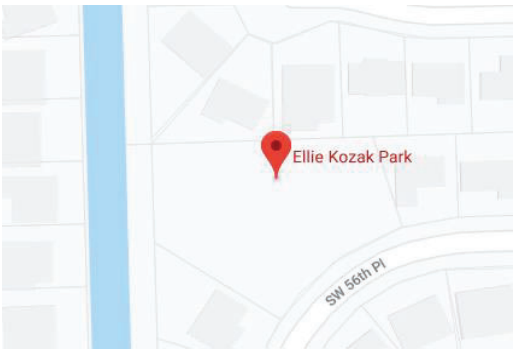


Project Graphic



PROJECT INFORMATION			
Project Name:	Ellie Kozak Playground & Exercise Equipment Replacement		
Department/Division:	Public Works	**Project Manager:**	Richard Freeman
Project Location: Ellie Kozak - SW 88th Avenue & 56th Place			
Project Description: Replace the playground and exercise equipment at Ellie Kozak Park.			
Purpose or Need for Project: The playground and exercise equipment is in need of replacement due to its age.			
Grant Information/Funding Overview: Funded by the General Fund CIP fund.			
Design Start Fiscal Year	FY 23	**Construction Start Fiscal Year**	FY 23
Estimated Cost of Project	$45,000	**Estimated Time to Complete**	3 Months
Description of Materials: Playground Equipment & Exercise Equipment			
If Project creates unusual manpower requirements, explain: N/A			
If competitive bidding or professional negotiation is required, explain: No bidding is required. Contract is currently in place.			

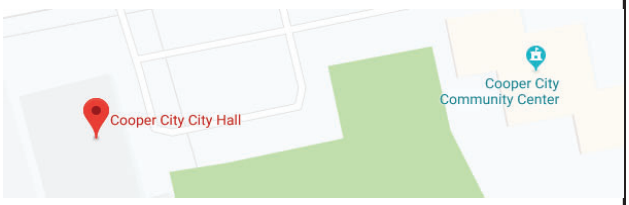
Location & Area Map



Project Graphic

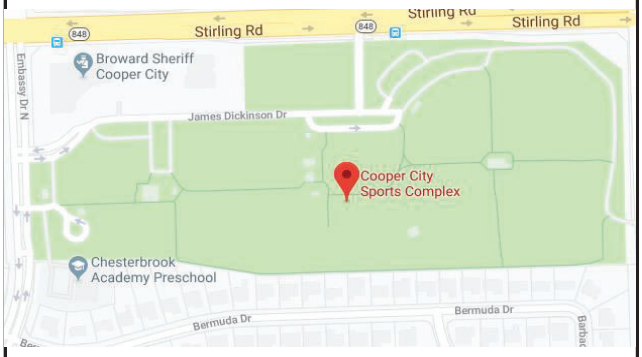


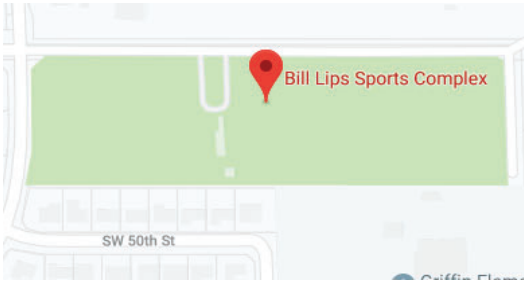
PROJECT INFORMATION			
Project Name:	Citywide AC Replacement		
Department/Division:	Public Works	**Project Manager:**	Richard Freeman
Project Location: Building Department, Fleet, Recreation			
Project Description: Replace various AC units.			
Purpose or Need for Project: AC units have reached their life span and are in need of replacement.			
Grant Information/Funding Overview: Funded by the General Fund CIP fund (Building Dept Unit 2-$11,875 , Recreation Unit 6 -$15,843 , Fleet Unit 1 -$4,250).			
Design Start Fiscal Year	FY 23	**Construction Start Fiscal Year**	FY 23
Estimated Cost of Materials	$35,000	**Estimated Time to Complete**	6 Months
Description of Materials: AC units and parts			
If Project creates unusual manpower requirements, explain: N/A			
If competitive bidding or professional negotiation is required, explain: Bidding will be required.			

Location & Area Map	Project Graphic
	

PROJECT INFORMATION			
Project Name:	Exterior Paint - Bill Lips & Cooper City Sports Complex		
Department/Division:	Public Works	**Project Manager:**	Richard Freeman
Project Location: Bill Lips and Cooper City Sports Complex			
Project Description: Re-paint Bill Lips and Cooper City Sports Complex.			
Purpose or Need for Project: Existing exterior paint is detiorating and requires a new paint job.			
Grant Information/Funding Overview: Funded by the General Fund CIP fund.			
Design Start Fiscal Year	FY 23	**Construction Start Fiscal Year**	FY 23
Estimated Cost of Project	$32,000	**Estimated Time to Complete**	60 Days
Description of Materials: Paint			
If Project creates unusual manpower requirements, explain: N/A			
If competitive bidding or professional negotiation is required, explain: No bidding is required, but three quotes will be necessary.			

Location & Area Map

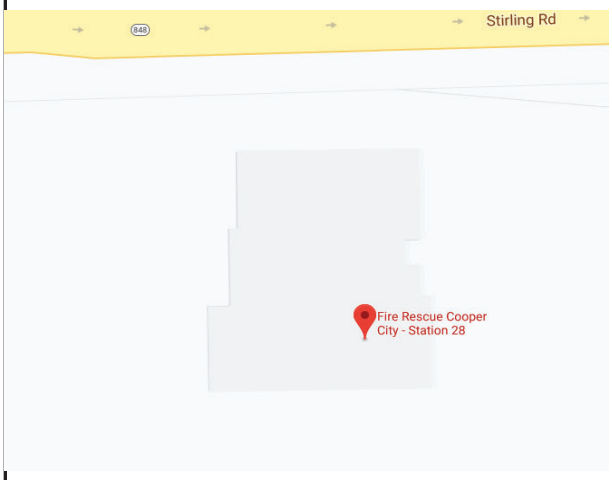




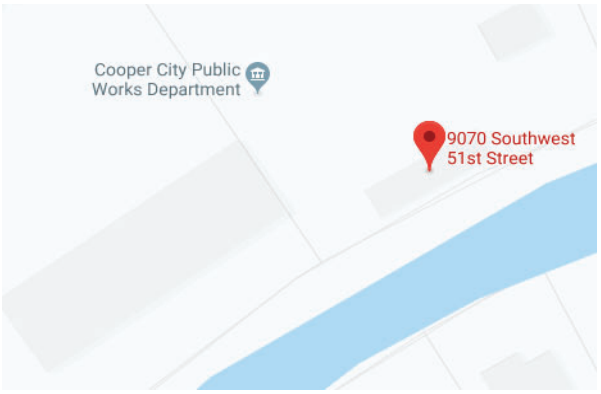
Project Graphic



PROJECT INFORMATION			
Project Name:	Exterior Paint - Fire Station		
Department/Division:	Public Works	**Project Manager:**	Richard Freeman
Project Location: Fire Station - 10550 Stirling Road			
Project Description: Re-paint Fire Station			
Purpose or Need for Project: Existing exterior paint is detiorating and requires a new paint job.			
Grant Information/Funding Overview: Funded by the General Fund CIP fund.			
Design Start Fiscal Year	FY 23	**Construction Start Fiscal Year**	FY 23
Estimated Cost of Project	$18,000	**Estimated Time to Complete**	1 Month
Description of Materials: Paint			
If Project creates unusual manpower requirements, explain: N/A			
If competitive bidding or professional negotiation is required, explain: No bidding is required, but three quotes will be necessary.			

Location & Area Map	Project Graphic
	

PROJECT INFORMATION			
Project Name:	Public Works Administration Bldg. Construction		
Department/Division:	Public Works	**Project Manager:**	Richard Freeman
Project Location: Public Works - 9070 SW 51st Street			
Project Description: Construct new building for Public Works			
Purpose or Need for Project: The current Public Works building is in need of replacement.			
Grant Information/Funding Overview: This project is not funded at this time.			
Design Start Fiscal Year	FY 23	**Construction Start Fiscal Year**	FY 23
Estimated Cost of Project	$1,500,000	**Estimated Time to Complete**	12 Months
Description of Materials: Construction materials			
If Project creates unusual manpower requirements, explain: N/A			
If competitive bidding or professional negotiation is required, explain: Bidding will be required.			

Location & Area Map	Project Graphic
	

PROJECT INFORMATION			
Project Name:	Christie Schafale Park Court Resurfacing		
Department/Division:	Public Works	**Project Manager:**	Richard Freeman
Project Location: Christie Schafale Park			
Project Description: Resurfacing one basketball court.			
Purpose or Need for Project: Resurface worn and deteriorated court.			
Grant Information/Funding Overview: Funded by the General Fund CIP fund. (Part of $31,500 project)			
Design Start Fiscal Year	FY 24	**Construction Start Fiscal Year**	FY 24
Estimated Cost of Project	$15,750	**Estimated Time to Complete**	3 Months
Description of Materials: Paint			
If Project creates unusual manpower requirements, explain: N/A			
If competitive bidding or professional negotiation is required, explain: No bidding is required. Cooperative contract is currently in place.			

Location & Area Map



Project Graphic



PROJECT INFORMATION			
Project Name:	Stirling Palm Park Court Resurfacing		
Department/Division:	Public Works	**Project Manager:**	Richard Freeman
Project Location: Stirling Palm Park - 5879 SW 102nd Terrace			
Project Description: Resurfacing one basketball court.			
Purpose or Need for Project: Resurface worn and deteriorated court.			
Grant Information/Funding Overview: Funded by the General Fund CIP fund. (Part of $31,500 project)			
Design Start Fiscal Year	2024	**Construction Start Fiscal Year**	2024
Estimated Cost of Project	$15,750	**Estimated Time to Complete**	3 Months
Description of Materials: Paint			
If Project creates unusual manpower requirements, explain: N/A			
If competitive bidding or professional negotiation is required, explain: No bidding is required. Cooperative contract is currently in place.			

Location & Area Map	Project Graphic
	

PROJECT INFORMATION			
Project Name:	Tamarind Park Exercise Equipment/Shade Structure Replacement		
Department/Division:	Public Works	**Project Manager:**	Richard Freeman
Project Location: Tamarind Park - 5475 SW 115th Avenue			
Project Description: Replace the exercise equipment and provide new fabric for the shade structure at Tamarind Park.			
Purpose or Need for Project: The exercise equipment and shade structure are in need of replacement due to their age.			
Grant Information/Funding Overview: Funded by the General Fund CIP fund.			
Design Start Fiscal Year	FY 24	**Construction Start Fiscal Year**	FY 24
Estimated Cost of Project	$55,000	**Estimated Time to Complete**	3 Months
Description of Materials: Exercise Equipment & Shade structure fabric			
If Project creates unusual manpower requirements, explain: N/A			
If competitive bidding or professional negotiation is required, explain: No bidding is required. Contract is currently in place.			

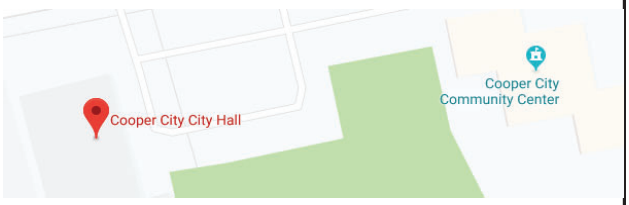
Location & Area Map



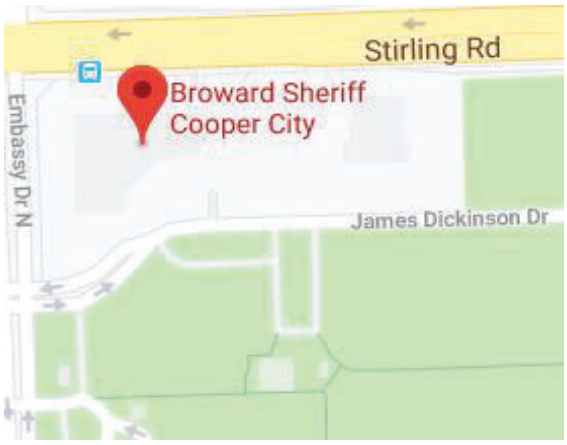
Project Graphic



PROJECT INFORMATION			
Project Name:	Citywide AC Replacement		
Department/Division:	Public Works	**Project Manager:**	Richard Freeman
Project Location: Various City facilities			
Project Description: Replace various AC units.			
Purpose or Need for Project: AC units have reached their life span and are in need of replacement.			
Grant Information/Funding Overview: Funded by the General Fund CIP fund.			
Design Start Fiscal Year	FY 24	**Construction Start Fiscal Year**	FY 24
Estimated Cost of Materials	$75,000	**Estimated Time to Complete**	6 Months
Description of Materials: AC units and parts			
If Project creates unusual manpower requirements, explain: N/A			
If competitive bidding or professional negotiation is required, explain: Bidding will be required.			

Location & Area Map	Project Graphic
	

PROJECT INFORMATION			
Project Name:	Exterior Paint - Police Department		
Department/Division:	Public Works	**Project Manager:**	Richard Freeman
Project Location: Police Department - 10580 Stirling Road			
Project Description: Re-paint Police Department			
Purpose or Need for Project: Existing exterior paint is detiorating and requires a new paint job. Police Department is on an 8-year painting cycle.			
Grant Information/Funding Overview: Funded by the General Fund CIP fund.			
Design Start Fiscal Year	FY 24	**Construction Start Fiscal Year**	FY 24
Estimated Cost of Project	$18,000	**Estimated Time to Complete**	1 Month
Description of Materials: Paint			
If Project creates unusual manpower requirements, explain: N/A			
If competitive bidding or professional negotiation is required, explain: No bidding is required, but three quotes will be necessary.			

Location & Area Map	Project Graphic
	

PROJECT INFORMATION			
Project Name:	Tamarind Park Playground Replacement		
Department/Division:	Public Works	**Project Manager:**	Richard Freeman
Project Location: Tamarind Park - 5475 SW 115th Avenue			
Project Description: Replace the playground at Tamarind Park.			
Purpose or Need for Project: The playground is in need of replacement due to its age.			
Grant Information/Funding Overview: This project is not funded at this time.			
Design Start Fiscal Year	FY 24	**Construction Start Fiscal Year**	FY 24
Estimated Cost of Project	$70,000	**Estimated Time to Complete**	90 Days
Description of Materials: Playground Equipment			
If Project creates unusual manpower requirements, explain: N/A			
If competitive bidding or professional negotiation is required, explain: No bidding is required. Contract is currently in place.			

Location & Area Map	Project Graphic
	

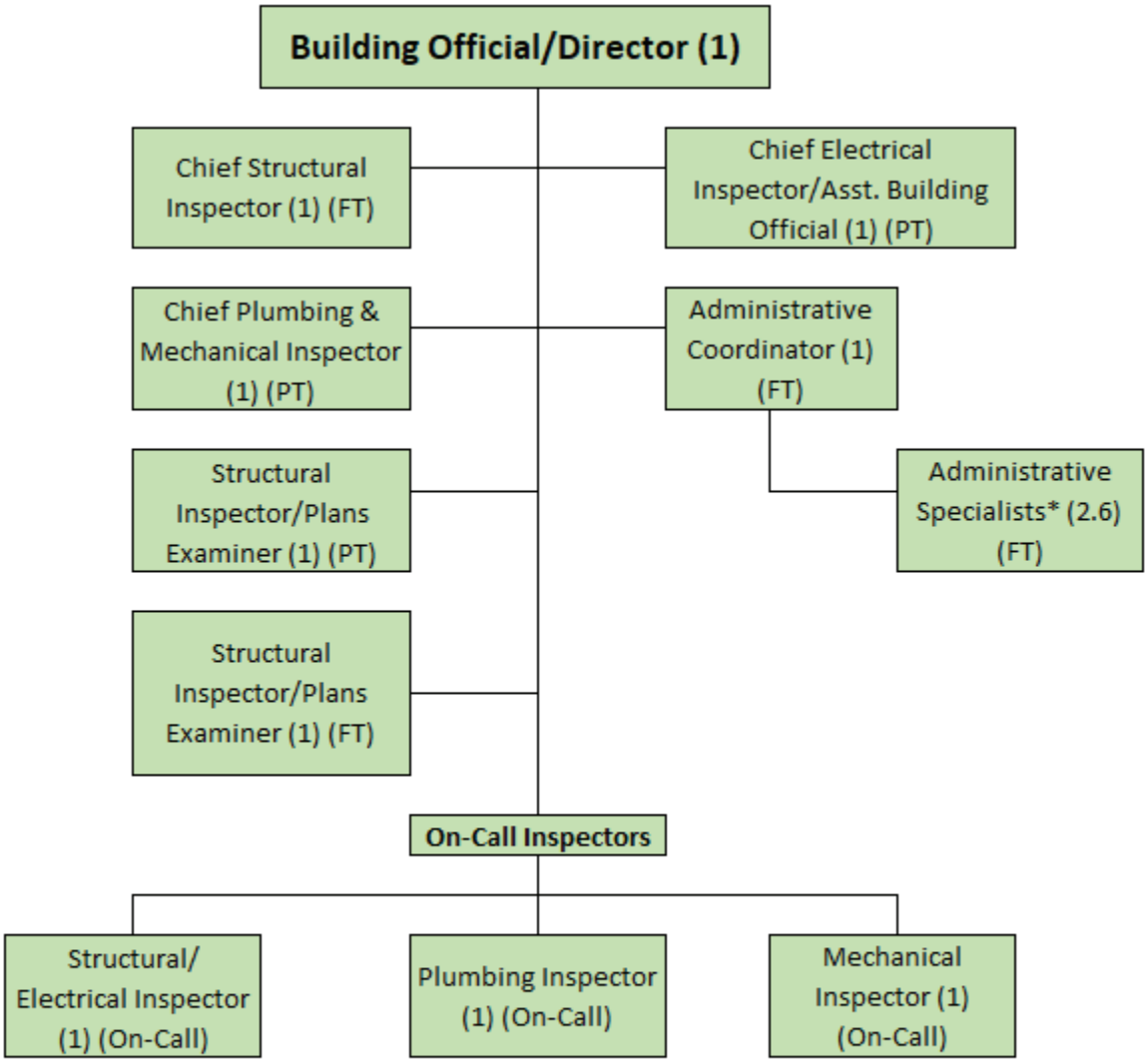
BUILDING INSPECTION SERVICES FUND



BUILDING INSPECTION SERVICES FUND

Mission:

To provide outstanding customer service while protecting the safety, health, and welfare of the City's citizens through the administration and enforcement of Building codes to ensure a better built environment for all. This department manages Business Tax Receipts and other related functions.



*One Administrative Specialist - 60% paid out of Building Dept., 40% paid out of Growth Management Dept.

FY 2019 Year to Date Accomplishments:

- Received an Excellent ISO (Insurance Survey Organization) rating.
- Through May 2019 issued permits for $29.5 million of construction costs
- Successfully showcased the Building Department at the Cooper Academy presentation.

BUILDING INSPECTION SERVICES FUND (CONTINUED)

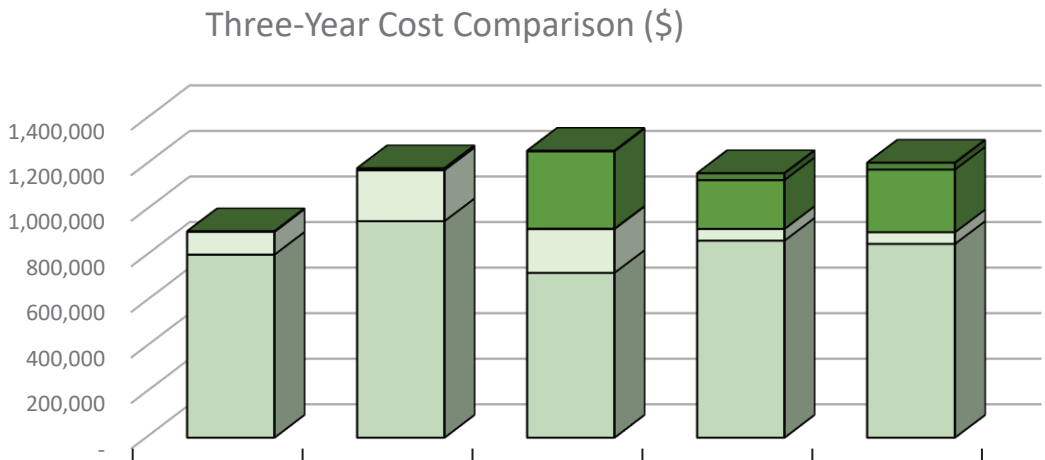
Goals for FY 2020:

- To maintain the highest level of customer service to the residents, business owners, and contractors serving the built environment by delivering plan review and inspection services in an expedient and proficient manner.

Performance Measures:

PERFORMANCE MEASURE	INDICATOR	FY 2019 RESULTS	FY 2020 TARGET
Permits applied, reviewed, & issued -Small permits – fences, window & door replacements, driveways, shutters, reroofs, screen rooms, etc. -Large permits – tenant improvements, new commercial bldgs., residential room additions, new single family residence, swimming pools, etc.	Small permits: 7-10 business days Large permits: 10-15 business days -Obtained through ERP System report	Met small & large permit timelines	Meet small & large permit timelines
Building inspections performed	100% Completion Daily	100%	100%
Local Business Tax Receipt (LBTR) Licensing reviewed & issued	Reviewed & issued: 2-4 weeks	Met LBTR timeline	Meet LBTR timeline

Budget Summary



	FY 2018 Actual	FY 2019 Amended	FY 2019 Forecast	FY 2020 Proposed	FY 2020 Adopted
Contingency	-	6,500	2,500	30,000	30,000
Transfers Out	-	-	339,292	214,188	275,000
Departmental Capital	2,480	2,000	2,000	400	-
Operating Expenditures	99,950	223,550	192,100	51,190	51,190
Personnel Services	803,310	950,380	723,342	864,870	850,597

BUILDING INSPECTION SERVICES FUND (CONTINUED)

Position Listing

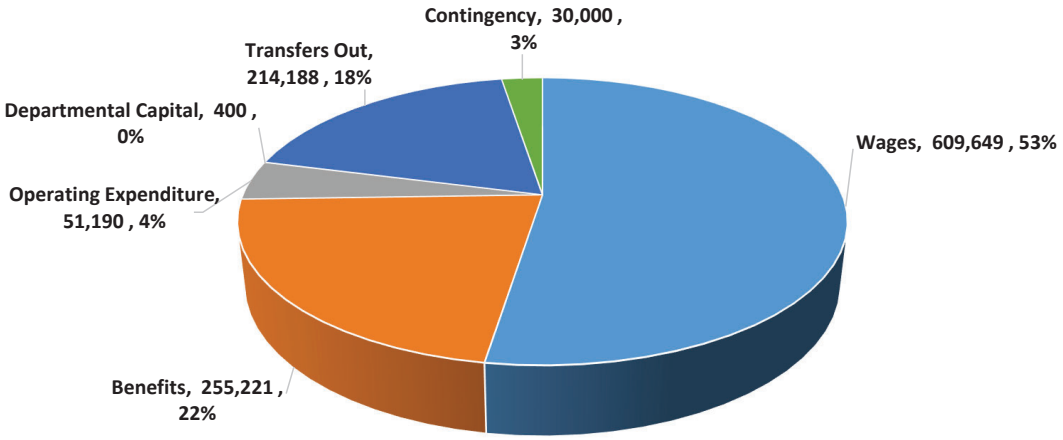
Position Summary								
	FY 2018		FY 2019		FY 2020 Proposed		FY 2020 Adopted	
Full Time (FT)/Other	**FT**	**Other**	**FT**	**Other**	**FT**	**Other**	**FT**	**Other**
Building Official	1	-	1	-	1	-	1	-
Structural Insp./Plans Examiner	1	-	1	-	1	-	1	-
Chief Structural Inspector	1	-	1	-	1	-	1	-
Admin. Coordinator	1	-	1	-	1	-	1	-
Administrative Specialist*	4	-	3.6	-	2.6	-	2.6	-
Chief Electrical Inspector/Asst. Building Official	-	1	-	1	-	1	-	1
Chief Mech./Plumb. Inspector	-	1	-	1	-	1	-	1
Structural Insp./Plans Examiner	-	1	-	1	-	1	-	1
Structural/Electrical Insp. (On-Call)	-	1	-	1	0	1	0	1
Plumbing Inspector (On-Call)	-	1	-	1	0	1	0	1
Mechanical Inspector (On-Call)	-	1	-	1	0	1	0	1
Total	**8**	**6**	**7.6**	**6**	**6.6**	**6**	**6.6**	**6**
Full Time Equivalent	**8.0**	**1.2**	**7.6**	**1.2**	**6.6**	**1.2**	**6.6**	**1.2**

*1 Administrative Specialist shared with the Growth Mgmt. Dept. (60% paid out of Building Dept., 40% paid out of Growth Management Dept.)

Building Inspection Services Fund

$	FY 2018	FY 2019			FY 2020		
	Actuals	Amended Budget	Forecast	Over/ (Under) FY 2019 Budget	Proposed Budget	Adopted Budget	Over/ (Under) FY 2020 Proposed
Revenue							
Licenses & Permits	1,064,170	977,910	987,500	9,590	1,048,500	1,164,663	116,163
Plan Review	61,510	71,520	75,000	3,480	50,000	50,000	-
Miscellaneous Income	5,040	4,240	3,000	(1,240)	3,000	3,000	-
Interest Income	-	-	2,500	2,500	500	500	-
Total Revenue	**1,130,720**	**1,053,670**	**1,068,000**	**14,330**	**1,102,000**	**1,218,163**	**116,163**
Interfund Transfers In	35,923	125,860	-	(125,860)	-	-	-
Total Transfers In	**35,923**	**125,860**	**-**	**(125,860)**	**-**	**-**	**-**
Total Funding	**1,166,643**	**1,179,530**	**1,068,000**	**(111,530)**	**1,102,000**	**1,218,163**	**116,163**
Expenditure							
Wages	590,750	706,120	515,843	(190,277)	609,649	600,929	(8,720)
Benefits	212,560	244,260	207,499	(36,761)	255,221	249,668	(5,553)
Total Personnel Services	**803,310**	**950,380**	**723,342**	**(227,038)**	**864,870**	**850,597**	**(14,273)**
Operating Expenditure	99,950	223,550	192,100	(31,450)	51,190	51,190	-
Departmental Capital	2,480	2,000	2,000	-	400	-	(400)
Transfers Out	-	-	339,292	339,292	214,188	275,000	60,812
Contingency	-	6,500	2,500	(4,000)	30,000	30,000	-
Total Expenditure	**905,740**	**1,182,430**	**1,259,234**	**76,804**	**1,160,648**	**1,206,787**	**46,139**
Over/(Under)	**260,903**	**(2,900)**	**(191,234)**	**(188,334)**	**(58,648)**	**11,376**	**70,024**
Fund Balance							
Opening Balance	(11,019)	249,884	249,884	-	58,650	58,650	-
Over/(Under)	260,903	(2,900)	(191,234)	(188,334)	(58,648)	11,376	70,024
Closing Balance	249,884	246,984	58,650	(188,334)	2	70,026	70,024

Building Inspection Service Fund Expenditure by Category FY 2020 ($)



Building Inspection Services Fund Revenue

$	FY 2018	FY 2019			FY 2020		
	Actuals	Amended Budget	Forecast	Over/ (Under) FY 2019 Budget	Proposed Budget	Adopted Budget	Over/ (Under) FY 2020 Proposed
Licenses & Permits							
Building Permits-Structural	908,860	853,800	825,000	(28,800)	875,000	971,941	98,858
Building Permits-Electric	60,350	48,600	75,000	26,400	80,000	88,863	7,979
Building Permits-Plumbing	48,450	32,280	45,000	12,720	50,000	55,539	5,539
Building Permits-Mechanical	35,990	32,250	34,000	1,750	35,000	38,878	3,878
Building Permits-Education Surcharge	10,520	10,980	8,500	(2,480)	8,500	9,442	942
Total Licenses & Permits	**1,064,170**	**977,910**	**987,500**	**9,590**	**1,048,500**	**1,164,663**	**116,163**
Charges for Services							
Fees-Plan Review	61,510	71,520	75,000	3,480	50,000	50,000	-
Total Charges for Services	**61,510**	**71,520**	**75,000**	**3,480**	**50,000**	**50,000**	**-**
Miscellaneous Income							
Other Miscellaneous Revenues	5,040	4,240	3,000	(1,240)	3,000	3,000	-
Total Miscellaneous Income	**5,040**	**4,240**	**3,000**	**(1,240)**	**3,000**	**3,000**	**-**
Interest Income							
Interest-Income	-	-	2,500	2,500	500	500	-
Total Interest Income	**-**	**-**	**2,500**	**2,500**	**500**	**500**	**-**
Total Revenue	**1,130,720**	**1,053,670**	**1,068,000**	**14,330**	**1,102,000**	**1,218,163**	**116,163**

Building Inspection Services Fund Expenditure

$	FY 2018	FY 2019			FY 2020		
	Actuals	Amended Budget	Forecast	Over/ (Under) FY 2019 Budget	Proposed Budget	Adopted Budget	Over/ (Under) FY 2020 Proposed
Wages							
Salaries - Regular*	444,130	518,240	404,760	(113,480)	498,123	489,403	(8,720)
Salaries - Other	145,390	184,590	108,743	(75,847)	109,886	109,886	-
Salaries - Overtime	390	2,450	1,000	(1,450)	800	800	-
Special Pay - Holiday	-	-	500	500	-	-	-
Special Pay - Cell Phone	840	840	840	-	840	840	-
Total Wages	**590,750**	**706,120**	**515,843**	**(190,277)**	**609,649**	**600,929**	**(8,720)**
Benefits							
Benefits - FICA	44,000	53,030	38,927	(14,103)	45,933	45,971	38
Benefits - Retirement	84,640	90,390	86,952	(3,438)	97,064	97,801	737
Benefits - Group Insurance	79,540	94,790	77,405	(17,385)	106,940	102,293	(4,647)
Benefits - Workers Compensation	4,270	5,900	4,065	(1,835)	5,134	3,453	(1,681)
Benefits - Medical	110	150	150	-	150	150	-
Total Benefits	**212,560**	**244,260**	**207,499**	**(36,761)**	**255,221**	**249,668**	**(5,553)**
Personnel Services	**803,310**	**950,380**	**723,342**	**(227,038)**	**864,870**	**850,597**	**(14,273)**
Operating Expenditures							
Professional Services - Miscellaneous*	56,200	176,800	150,000	(26,800)	10,000	10,000	-
Lease - Equipment*	10,300	10,500	11,000	500	12,000	12,000	-
Travel & Per Diem*	1,600	1,900	1,900	-	1,950	1,950	-
Printing*	1,250	1,250	500	(750)	500	500	-
Education & Registration*	6,070	6,100	6,100	-	2,500	2,500	-
Books & Publications	790	500	500	-	-	-	-
Dues & Memberships*	1,130	850	1,100	250	1,130	1,130	-
Utilities - Telephone & Internet	5,900	8,300	5,600	(2,700)	6,840	6,840	-
Repairs - Equipment*	-	300	300	-	300	300	-
Maintenance - Contracts*	9,010	9,500	9,500	-	9,870	9,870	-
Supplies - Office*	2,120	3,400	1,500	(1,900)	2,000	2,000	-
Supplies - Special*	-	-	200	200	-	-	-
Postage*	4,170	2,500	2,500	-	2,550	2,550	-
Supplies - Uniforms*	510	750	500	(250)	500	500	-
Supplies - Safety Equipment*	900	900	900	-	1,050	1,050	-
Operating Expenditures	**99,950**	**223,550**	**192,100**	**(31,450)**	**51,190**	**51,190**	**-**
Departmental Capital							
Equipment & Machinery - Computers*	2,480	2,000	2,000	-	400	-	(400)
Departmental Capital	**2,480**	**2,000**	**2,000**	**-**	**400**	**-**	**(400)**
Transfer Out							
Transfer Out	-	-	339,292	339,292	214,188	275,000	60,812
Transfer Out	**-**	**-**	**339,292**	**339,292**	**214,188**	**275,000**	**60,812**
Contingency							
Contingency	-	6,500	2,500	(4,000)	30,000	30,000	-
Contingency	**-**	**6,500**	**2,500**	**(4,000)**	**30,000**	**30,000**	**-**
Building Total	**905,740**	**1,182,430**	**1,259,234**	**76,804**	**1,160,648**	**1,206,787**	**46,139**

*Related footnote on following page

Building - Footnote Detail

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Account Name	Footnote Detail	FY 2020 Proposed Budget	FY 2020 Adopted Budget
Salaries - Regular	Includes the salary of hiring a proposed full-time Structural Inspector/Plans Examiner	498,123	489,403
Professional Services - Miscellaneous	Contracted inspector services	10,000	10,000
Lease - Equipment	Toshiba printer	12,000	12,000
	KIP (Wide format) scanner		
Travel & Per Diem	Traveling expenses for attendance of seminars	1,950	1,950
	Monthly meetings & conferences for (4) inspectors to maintain required CEU's for recertification of state and county licenses		
Printing	Business Cards	500	500
	Permit Cards		
	Inspection Tickets		
	Envelopes		
Education & Registration	Department of Business & Professional Regulation	2,500	2,500
	Broward County Board of Rules & Appeals requires all inspectors to obtain the required number of CEU's to maintain license		
Dues & Memberships	Two Notary Memberships	220	220
	Mandatory licenses and recertifications for five inspection staff personnel	910	910
	Building Official Certified Floodplain Manager (CFM) license		
	Two LBTR Memberships		
	Total	**1,130**	**1,130**
Repairs - Equipment	Perforator Repair	300	300
Maintenance - Contracts	BS&A Contract	8,612	8,612
	Customer Check-In License	664	664
	Perforator Maintenance	594	594
	Total	**9,870**	**9,870**
Supplies - Office	Record retention scanner	2,000	2,000
	Misc. office supplies		
Postage	Outside Agencies/Mail Merge/NOV/NOH Special Magistrate Notices	2,550	2,550
Supplies - Uniforms	Twenty shirts - Five per inspector and one per administrative staff	500	500
Supplies - Safety Equipment	Safety equipment for seven inspection staff: shoes (7) @ 150 x 7 = $1,050	1,050	1,050
Equipment & Machinery - Computer	Two Solid State Drives (SSDs)	400	-

ROAD AND BRIDGE FUND

ROAD AND BRIDGE FUND

Mission:

To provide the most responsive, cost-effective, friendly, quality, and professional service to the community while ensuring a safe local roadway and sidewalk network for vehicular and pedestrian traffic through the maintenance of swales, medians, and trees.

FY 2019 Year to Date Accomplishments:

- On target for sidewalk replacement program for FY 19
- Maintained required tree clearance over roadways

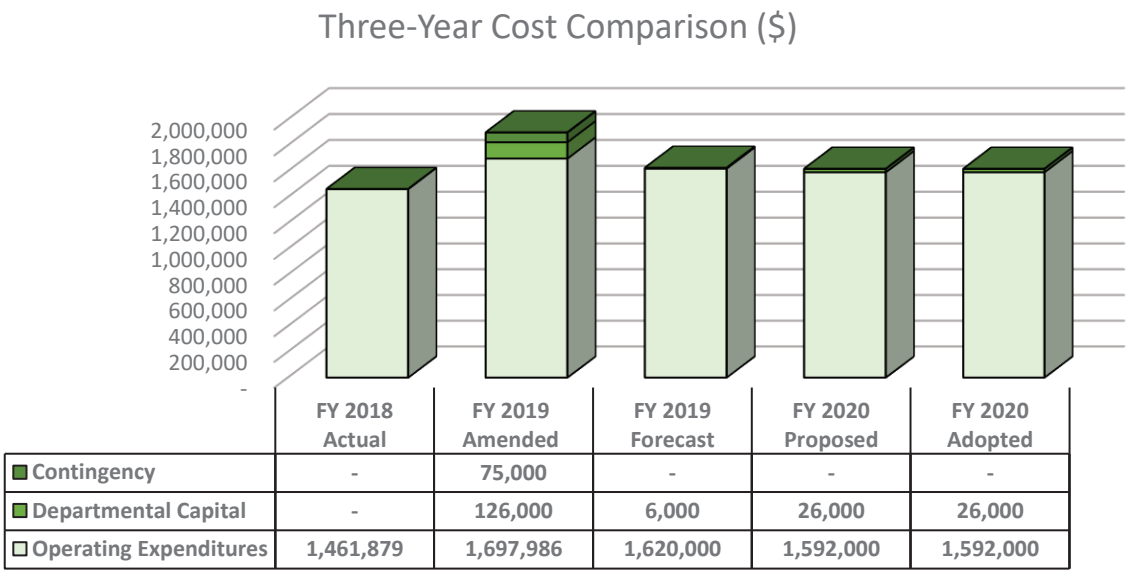
Goals for FY 2020:

- Complete Year Two of five-year resurfacing plan

Performance Measures:

PERFORMANCE MEASURE	INDICATOR	FY 2019 YTD RESULTS	FY 2020 TARGET
Hard Surface pressure cleaned	Amount of square footage of hard surface pressure cleaned	75,000	200,000
Potholes repaired	# of potholes repaired	150	150
Sidewalks replaced	Amount of square footage of sidewalks replaced	50,000	80,000

Budget Summary

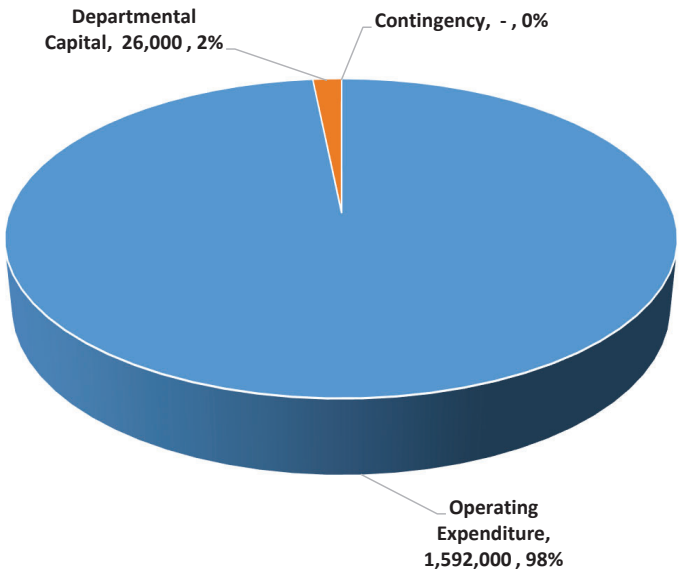


	FY 2018 Actual	FY 2019 Amended	FY 2019 Forecast	FY 2020 Proposed	FY 2020 Adopted
Contingency	-	75,000	-	-	-
Departmental Capital	-	126,000	6,000	26,000	26,000
Operating Expenditures	1,461,879	1,697,986	1,620,000	1,592,000	1,592,000

Road and Bridge Fund

$	FY 2018	FY 2019			FY 2020		
	Actuals	Amended Budget	Forecast	Over/ (Under) FY 2019 Budget	Proposed Budget	Adopted Budget	Over/ (Under) FY 2020 Proposed
Funding							
Fuel Taxes	615,349	600,000	619,000	19,000	635,000	631,567	(3,433)
State Revenue Sharing	281,240	250,000	297,000	47,000	304,000	278,735	(25,265)
Interest Income	8,329	4,000	15,000	11,000	1,000	1,000	-
Total Revenue	**904,918**	**854,000**	**931,000**	**77,000**	**940,000**	**911,302**	**(28,698)**
Interfund Transfers In	799,920	445,000	-	(445,000)	632,235	706,698	74,463
Total Transfers In	**799,920**	**445,000**	**-**	**(445,000)**	**632,235**	**706,698**	**74,463**
Total Funding	**1,704,838**	**1,299,000**	**931,000**	**(368,000)**	**1,572,235**	**1,618,000**	**45,765**
Expenditure							
Operating Expenditure	1,461,879	1,697,986	1,620,000	(77,986)	1,592,000	1,592,000	-
Departmental Capital	-	126,000	6,000	(120,000)	26,000	26,000	-
Contingency	-	75,000	-	(75,000)	-	-	-
Total Expenditure	**1,461,879**	**1,898,986**	**1,626,000**	**(272,986)**	**1,618,000**	**1,618,000**	**-**
Over/(Under)	**242,959**	**(599,986)**	**(695,000)**	**(95,014)**	**(45,765)**	**-**	**45,765**
Fund Balance							
Opening Balance	497,815	740,765	740,765	-	45,765	45,765	-
Over/(Under)	242,950	(599,986)	(695,000)	(95,014)	(45,765)	-	45,765
Closing Balance	740,765	140,779	45,765	(95,014)	-	45,765	45,765

Road & Bridge Fund Expenditure by Category FY 2020 ($)



Road & Bridge Fund Revenue

$	FY 2018	FY 2019			FY 2020		
	Actuals	Amended Budget	Forecast	Over/ (Under) FY 2019 Budget	Proposed Budget	Adopted Budget	Over/ (Under) FY 2020 Proposed
Fuel Taxes							
Fuel Tax-Local Option	381,081	350,000	374,000	24,000	385,000	369,099	(15,901)
Fuel Tax-Additional Local Option	234,267	250,000	245,000	(5,000)	250,000	262,468	12,468
Total Fuel Taxes	**615,349**	**600,000**	**619,000**	**19,000**	**635,000**	**631,567**	**(3,433)**
State Revenue Sharing							
State Revenue Sharing	281,240	250,000	297,000	47,000	304,000	278,735	(25,265)
Total State Revenue Sharing	**281,240**	**250,000**	**297,000**	**47,000**	**304,000**	**278,735**	**(25,265)**
Interest Income							
Interest-Income	8,329	4,000	15,000	11,000	1,000	1,000	-
Total Interest Income	**8,329**	**4,000**	**15,000**	**11,000**	**1,000**	**1,000**	**-**
Total Revenue	**904,918**	**854,000**	**931,000**	**77,000**	**940,000**	**911,302**	**(28,698)**

Road and Bridge Fund Expenditure

$	FY 2018	FY 2019			FY 2020		
	Actuals	Amended Budget	Forecast	Over/ (Under) FY 2019 Budget	Proposed Budget	Adopted Budget	Over/ (Under) FY 2020 Proposed
Operating Expenditure							
Professional Services-Engineering*	-	-	-	-	45,000	45,000	-
Casual & Contract Labor*	143,918	45,000	45,000	-	100,000	100,000	-
Contract Service-Tree Trimming*	455,730	151,287	150,000	(1,287)	150,000	150,000	-
Contract Service-Mowing*	211,496	230,000	230,000	-	230,000	230,000	-
Utilities-Electricity	415,586	458,000	410,000	(48,000)	417,000	417,000	-
Repairs-Road & Drainage*	55,789	610,000	610,000	-	450,000	450,000	-
Repairs-Sidewalk & Bikeway*	179,360	203,700	175,000	(28,700)	200,000	200,000	-
Total Operating Expense	**1,461,879**	**1,697,986**	**1,620,000**	**(77,986)**	**1,592,000**	**1,592,000**	**-**
Departmental Capital							
Improvements-Right of Way*	-	126,000	6,000	(120,000)	26,000	26,000	-
Total Departmental Capital	**-**	**126,000**	**6,000**	**(120,000)**	**26,000**	**26,000**	**-**
Contingency							
Contingency	-	75,000	-	(75,000)	-	-	-
Total Contingency	**-**	**75,000**	**-**	**(75,000)**	**-**	**-**	**-**
Total Expenditure	**1,461,879**	**1,898,986**	**1,626,000**	**(272,986)**	**1,618,000**	**1,618,000**	**-**

*Related footnote detail on following page

Road & Bridge Fund Expenditure - Footnote Detail

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Account Name	Footnote Detail	FY 2020 Proposed Budget	FY 2020 Adopted Budget
Professionals Services - Engineering	GIS Updates	15,000	15,000
	Traffic Calming Study - If not funded by County	30,000	30,000
	Total	**45,000**	**45,000**
Casual & Contract Labor	Pressure clean sidewalks	12,000	12,000
	Street sweeping services	88,000	88,000
	Total	**100,000**	**100,000**
Contract Service - Tree Trimming	Contract tree trimming, right of way	150,000	150,000
Contract Service - Mowing	Mowing - Monthly Contract	210,000	210,000
	Other mowing, whitefly control, wetlands	20,000	20,000
	Total	**230,000**	**230,000**
Repairs - Road & Drainage	Roadway renovation - $100,000 = Approximately 1.3 lane-miles	450,000	450,000
	Guardrail		
	Root pruning		
Repairs - Sidewalk & Bikeway	Replacement of damaged sidewalks - $10,000 = Approximately 500 linear feet	200,000	200,000
Improvements - Right of Way	Updating & maintenance of City sign planters	6,000	6,000
	Traffic calming installations	20,000	20,000
	Total	**26,000**	**26,000**

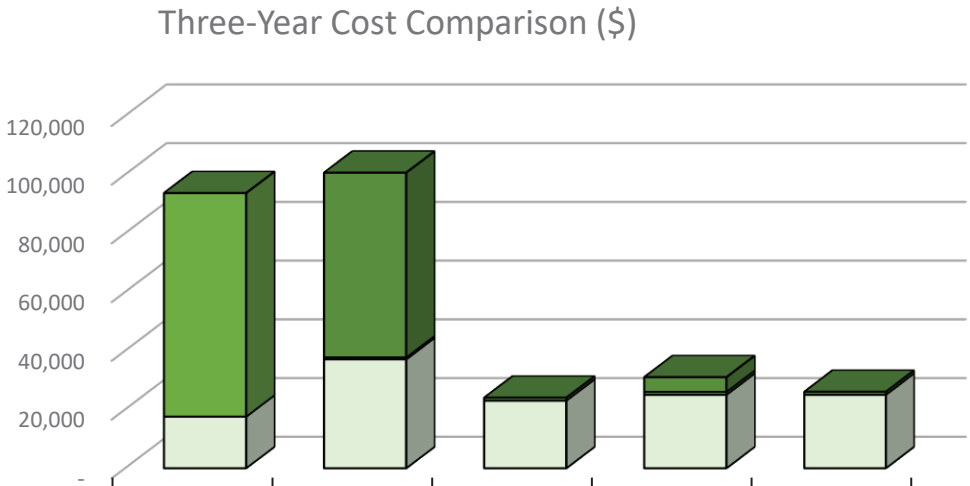
POLICE CONFISCATION FUND

POLICE CONFISCATION FUND

Mission:

This special revenue fund provides accountability for assets confiscated from individuals who have committed a crime. Available funds can only be spent on a very limited range of policing-related equipment and services.

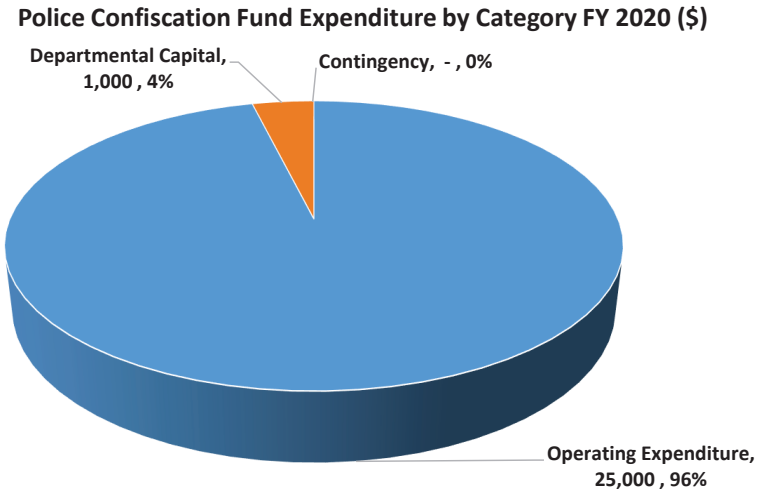
Budget Summary



	FY 2018 Actual	FY 2019 Amended	FY 2019 Forecast	FY 2020 Proposed	FY 2020 Adopted
Contingency	-	62,910	-	5,000	-
Capital Outlay	76,147	651	1,000	1,000	1,000
Operating Expenditures	17,553	37,090	23,000	25,000	25,000

Police Confiscation Fund

$	FY 2018	FY 2019			FY 2020		
	Actuals	Amended Budget	Forecast	Over/ (Under) FY 2019 Budget	Proposed Budget	Adopted Budget	Over/ (Under) FY 2020 Proposed
Revenue							
Forfeited Property	15,925	-	20,000	20,000	24,000	24,000	-
Interest Income	1,600	-	2,000	2,000	2,000	2,000	-
Total Revenue	**17,524**	**-**	**22,000**	**22,000**	**26,000**	**26,000**	**-**
Expenditure							
Operating Expenditure	17,553	37,090	23,000	(14,090)	25,000	25,000	-
Departmental Capital	76,147	651	1,000	349	1,000	1,000	-
Contingency	-	62,910	-	(62,910)	5,000	-	(5,000)
Total Expenditure	**93,700**	**100,651**	**24,000**	**(76,651)**	**31,000**	**26,000**	**(5,000)**
Over/(Under)	**(76,176)**	**(100,651)**	**(2,000)**	**98,651**	**(5,000)**	**-**	**5,000**
Fund Balance							
Opening Balance	202,236	126,061	126,061	-	124,061	124,061	-
Over/(Under)	(76,175)	(100,651)	(2,000)	98,651	(5,000)	-	5,000
Closing Balance	126,061	25,410	124,061	98,651	119,061	124,061	5,000



Police Confiscation Fund Expenditure

$	FY 2018	FY 2019			FY 2020		
	Actuals	Amended Budget	Forecast	Over/ (Under) FY 2019 Budget	Proposed Budget	Adopted Budget	Over/ (Under) FY 2020 Proposed
Operating Expenditure							
Education & Registration	12,710	17,090	20,000	2,910	21,000	21,000	-
Program Expense - Explorer	-	20,000	3,000	(17,000)	4,000	4,000	-
Supplies-Special	1,843	-	-	-	-	-	-
Donations	3,000	-	-	-	-	-	-
Total Operating Expenditure	**17,553**	**37,090**	**23,000**	**(14,090)**	**25,000**	**25,000**	**-**
Departmental Capital							
Improvements-Fences & Walls	76,147	651	1,000	349	1,000	1,000	-
Total Departmental Capital	**76,147**	**651**	**1,000**	**349**	**1,000**	**1,000**	**-**
Contingency							
Contingency	-	62,910	-	(62,910)	5,000	-	(5,000)
Total Contingency	**-**	**62,910**	**-**	**(62,910)**	**5,000**	**-**	**(5,000)**
Total Expenditure	**93,700**	**100,651**	**24,000**	**(76,651)**	**31,000**	**26,000**	**(5,000)**

DEBT SERVICE FUND

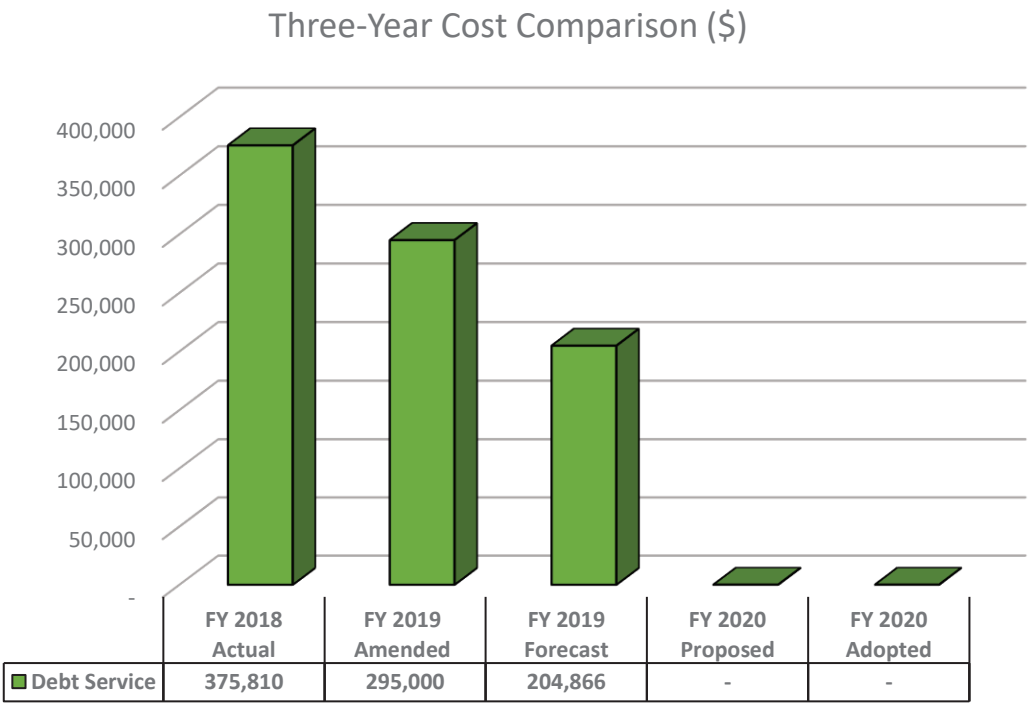


DEBT SERVICE FUND

Mission:

The City will utilize various debt structures to accomplish its financing goals, including the use of premium bonds, discount bonds, capital appreciation bonds, and capitalized interest when appropriate. This fund is used to account for the funding of and repayment of the City's general long-term debt. There is no debt service through this fund after FY 19.

Budget Summary



	FY 2018 Actual	FY 2019 Amended	FY 2019 Forecast	FY 2020 Proposed	FY 2020 Adopted
Debt Service	375,810	295,000	204,866	-	-

Debt Service Fund

$	FY 2018	FY 2019			FY 2020		
	Actuals	Amended Budget	Forecast	Over/ (Under) FY 2019 Budget	Proposed Budget	Adopted Budget	Over/ (Under) FY 2020 Proposed
Revenue							
Property Tax	360,155	295,000	280,000	(15,000)	-	-	-
Total Revenue	**360,155**	**295,000**	**280,000**	**(15,000)**	**-**	**-**	**-**
Expenditure							
Debt Service Principal-Go Bond (99)	364,354	286,200	201,723	(84,477)	-	-	-
Debt Service Interest-Go Bond (99)	11,456	8,800	3,143	(5,657)	-	-	-
Total Expenditure	**375,810**	**295,000**	**204,866**	**(90,134)**	**-**	**-**	**-**
Over/(Under)	**(15,655)**	**-**	**75,134**	**75,134**	**-**	**-**	**-**
Fund Balance							
Opening Balance	60,849	45,194	45,194	-	120,328	120,328	-
Over/(Under)	(15,655)	-	75,134	75,134	-	-	-
Closing Balance	45,194	45,194	120,328	75,134	120,328	120,328	-

WATER AND SEWER UTILITY FUND



Water and Sewer Utility Fund

$	FY 2018	FY 2019			FY 2020		
	Actuals	Amended Budget	Forecast	Over/ (Under) FY 2019 Budget	Proposed Budget	Adopted Budget	Over/ (Under) FY 2020 Proposed
Funding							
Charges for Services	11,809,742	11,782,500	12,315,000	532,500	12,810,000	12,810,000	-
Miscellaneous Income	34,200	13,000	42,000	29,000	27,000	27,000	-
Interest Income	17,425	18,200	50,000	31,800	58,728	58,728	-
Total Revenue	**11,861,367**	**11,813,700**	**12,407,000**	**593,300**	**12,895,728**	**12,895,728**	**-**
Transfer In - General Fund CIP	-	-	-	-	414,873	414,873	-
Total Funding	**11,861,367**	**11,813,700**	**12,407,000**	**593,300**	**13,310,601**	**13,310,601**	**-**
Expense							
Wages	2,767,257	2,761,139	2,810,783	49,644	2,880,299	2,829,876	(50,423)
Benefits	1,776,930	1,553,530	1,525,959	(27,571)	1,612,607	1,560,288	(52,319)
Total Personnel Services	**4,544,187**	**4,314,669**	**4,336,742**	**22,073**	**4,492,906**	**4,390,164**	**(102,742)**
Operating Expense	3,477,241	4,054,704	3,787,780	(266,924)	3,985,760	3,996,463	10,703
Departmental Capital	179,837	721,652	315,778	(405,874)	500,000	34,000	(466,000)
Transfer Out	3,250,090	2,952,500	1,574,675	(1,377,825)	5,621,376	4,623,000	(998,376)
Interfund Loan Out	-	-	1,860,000	1,860,000	-	-	-
Contingency	-	167,748	50,000	(117,748)	250,000	250,000	-
Total Expense	**11,451,355**	**12,211,273**	**11,924,975**	**(286,298)**	**14,850,042**	**13,293,627**	**(1,556,415)**
Over/(Under)	**410,012**	**(397,573)**	**482,025**	**879,598**	**(1,539,441)**	**16,974**	**1,556,415**
Fund Balance							
Opening Balance	3,027,210	3,673,590	3,673,590	-	4,155,177	4,155,177	-
Over/(Under)	646,380	(397,573)	481,587	879,160	(1,539,441)	16,974	1,556,415
Closing Balance	3,673,590	3,276,017	4,155,177	879,160	2,615,736	4,172,151	1,556,415

Water and Sewer Utility Fund Revenue

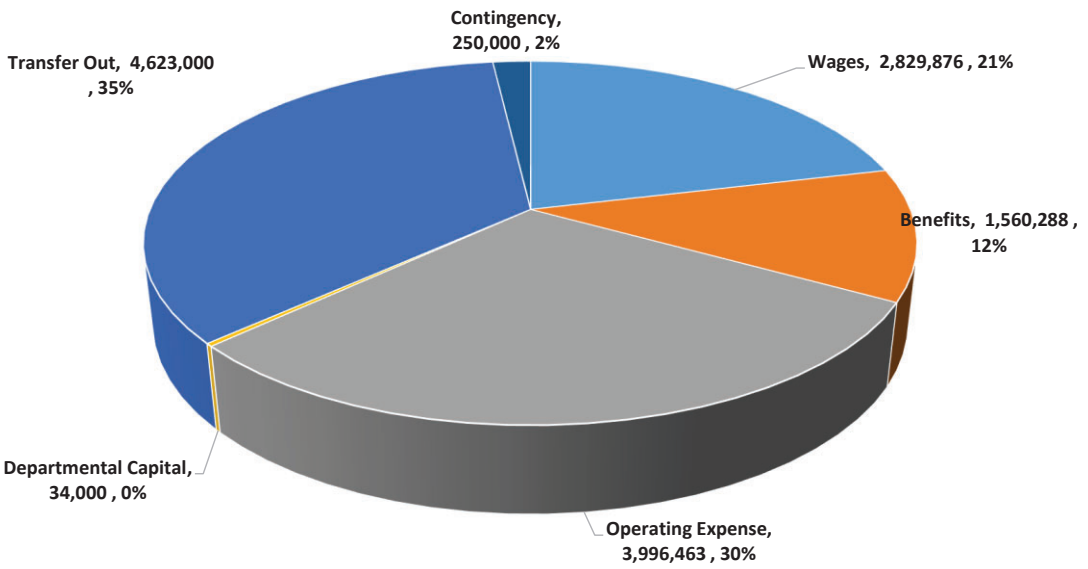
$	FY 2018	FY 2019			FY 2020		
	Actuals	Amended Budget	Forecast	Over/ (Under) FY 2019 Budget	Proposed Budget	Adopted Budget	Over/ (Under) FY 2020 Proposed
Charges for Services							
Service Charge-Water Utility	4,802,128	5,227,500	5,200,000	(27,500)	5,408,000	5,408,000	-
Service Charge-Sewer/Wastewater Utility	6,527,208	6,355,000	6,800,000	445,000	7,072,000	7,072,000	-
Service Charge-Water/Sewer-Meter Fees	3,080	-	5,000	5,000	5,000	5,000	-
Service Charge-Miscellaneous	266,194	100,000	180,000	80,000	200,000	200,000	-
Service Charge-Billing	99,420	100,000	100,000	-	100,000	100,000	-
Fees-Engineer Inspection	111,712	-	30,000	30,000	25,000	25,000	-
Total Charges for Services	**11,809,742**	**11,782,500**	**12,315,000**	**532,500**	**12,810,000**	**12,810,000**	**-**
Miscellaneous Income							
Other Miscellaneous Revenues	12	-	4,000	4,000	4,000	4,000	-
BMS Revenue	13,000	13,000	13,000	-	13,000	13,000	-
Insurance Reimbursement	21,188	-	25,000	25,000	10,000	10,000	-
Total Miscellaneous Income	**34,200**	**13,000**	**42,000**	**29,000**	**27,000**	**27,000**	**-**
Interest Income							
Proprietary-Interest	17,425	18,200	50,000	31,800	58,728	58,728	-
Total Interest Income	**17,425**	**18,200**	**50,000**	**31,800**	**58,728**	**58,728**	**-**
Total Revenue	**11,861,367**	**11,813,700**	**12,407,000**	**593,300**	**12,895,728**	**12,895,728**	**-**

Water & Sewer Utility Fund By Category of Expense & Division

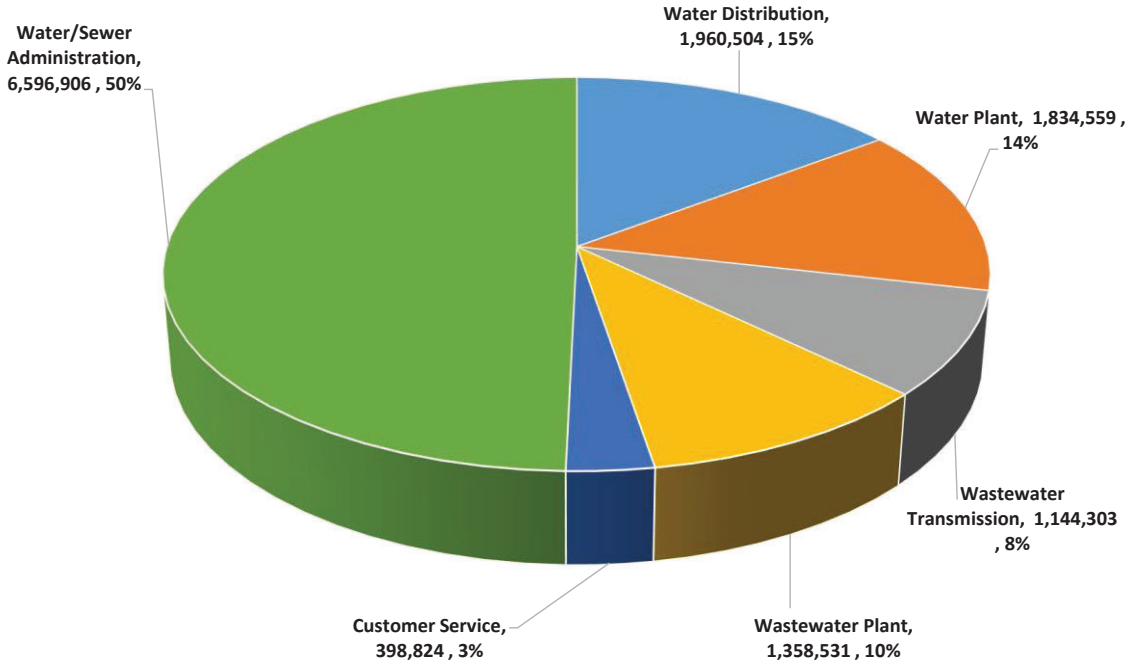
$	FY 2018	FY 2019			FY 2020		
	Actuals	Amended Budget	Forecast	Over/ (Under) FY 2019 Budget	Proposed Budget	Adopted Budget	Over/ (Under) FY 2020 Proposed
Expense							
Wages	2,767,257	2,761,139	2,810,783	49,644	2,880,299	2,829,876	(50,423)
Benefits	1,776,930	1,553,530	1,525,959	(27,571)	1,612,607	1,560,288	(52,319)
Total Personnel Services	**4,544,187**	**4,314,669**	**4,336,742**	**22,073**	**4,492,906**	**4,390,164**	**(102,742)**
Operating Expense	3,477,241	4,054,704	3,787,780	(266,924)	3,985,760	3,996,463	10,703
Departmental Capital	179,837	721,652	315,778	(405,874)	500,000	34,000	(466,000)
Transfer Out	3,250,090	2,952,500	1,574,675	(1,377,825)	5,621,376	4,623,000	(998,376)
Interfund Loan Out	-	-	1,860,000	1,860,000	-	-	-
Contingency	-	101,248	50,000	(51,248)	250,000	250,000	-
Total Expense	**11,451,355**	**12,144,773**	**11,924,975**	**(219,798)**	**14,850,042**	**13,293,627**	**(1,556,415)**
Divisions							
Water Distribution	1,915,084	2,069,178	1,955,444	(113,734)	2,180,909	1,960,504	(220,405)
Water Plant	1,841,613	1,880,876	1,832,680	(48,196)	1,857,238	1,834,559	(22,679)
Wastewater Transmission	1,057,492	1,295,240	1,201,931	(93,309)	1,333,356	1,144,303	(189,053)
Wastewater Plant	1,311,338	1,415,386	1,363,024	(52,362)	1,373,776	1,358,531	(15,245)
Customer Service	410,064	431,920	400,959	(30,961)	408,187	398,824	(9,363)
Water/Sewer Administration							
Regular Department Expense	1,665,675	1,998,425	1,686,262	(312,163)	1,825,200	1,723,906	(101,294)
Transfer Out	3,250,090	2,952,500	3,434,675	482,175	5,621,376	4,623,000	(998,376)
Contingency	-	101,248	50,000	(51,248)	250,000	250,000	-
Total Water/Sewer Admin.	**4,915,765**	**5,052,173**	**5,170,937**	**118,764**	**7,696,576**	**6,596,906**	**(1,099,670)**
Total Expense	**11,451,355**	**12,144,773**	**11,924,975**	**(219,798)**	**14,850,042**	**13,293,627**	**(1,556,415)**

Water & Sewer Utility Fund By Category of Expense & Division

Water/Sewer Fund Expense by Category FY 2020 ($)



Water/Sewer Fund Expense by Division FY 2020 ($)



WATER AND SEWER UTILITY FUND DIVISIONS

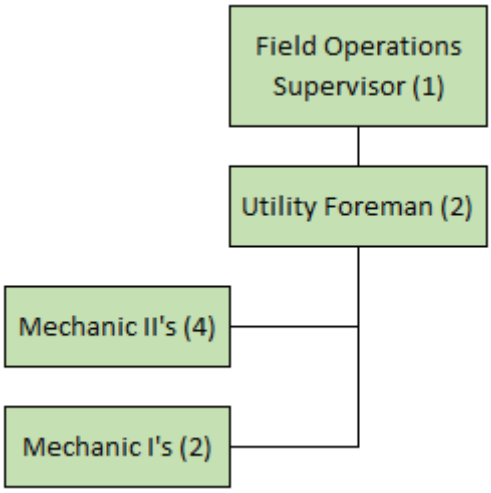
WATER DISTRIBUTION



WATER DISTRIBUTION

Mission:

To provide the most responsive, cost-effective, friendly, high quality, and professional service ensuring the water distribution system has accurate water meters, provides safe and reliable potable water service and satisfactory firefighting capability for the community. Provide state of the art service through the installation of an Automated Meter Infrastructure (AMI) system to permit customers to proactively manage their water utilization.



FY 2019 Year to Date Accomplishments:

- Replaced 1,774 waters meters with new electronic meters.
- Reduced distribution system water loss from 15% to 7%

Goals for FY 2020:

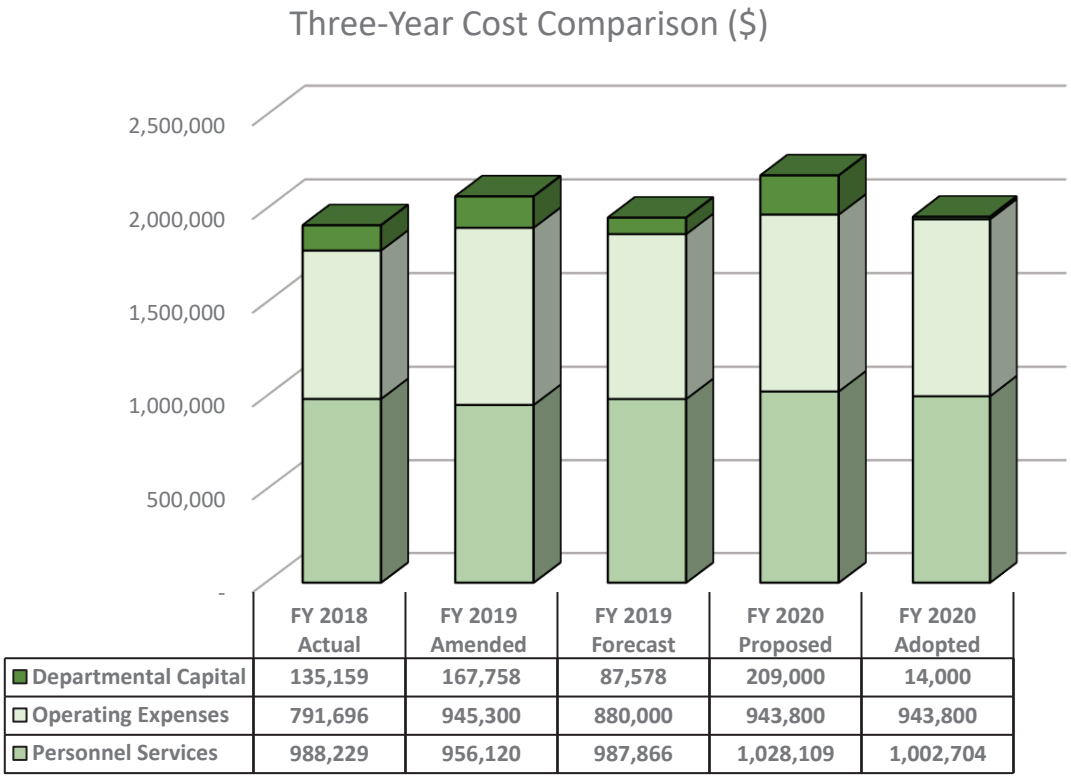
- Replace approximately 2,000 waters meters each year with new, electronic meters.
- Replacement of remaining PVC Schedule 40 water mains since PVC material is not water main quality pipe and is susceptible to breaks. The total remaining PVC pipe is estimated to be less than one mile at only a few locations in the City (estimated total cost of $500,000).
- Install Customer Utility Portal system

WATER DISTRIBUTION (CONTINUED)

Performance Measures:

PERFORMANCE MEASURE	INDICATOR	FY 2019 RESULTS	FY 2020 TARGET
Distribution System Water Loss (%)	The percentage of produced water that fails to reach customers and cannot otherwise be accounted for through authorized usage.	8%	7%
Water Distribution System Integrity	The condition of the water distribution system, expressed as the total annual number of water main leaks & breaks per 100 miles of distribution main piping.	154.05	153.85

Budget Summary



	FY 2018 Actual	FY 2019 Amended	FY 2019 Forecast	FY 2020 Proposed	FY 2020 Adopted
Departmental Capital	135,159	167,758	87,578	209,000	14,000
Operating Expenses	791,696	945,300	880,000	943,800	943,800
Personnel Services	988,229	956,120	987,866	1,028,109	1,002,704

WATER DISTRIBUTION (CONTINUED)

Position Listing

Position Summary								
	FY 2018		FY 2019		FY 2020 Proposed		FY 2020 Adopted	
Full Time (FT)/Other	**FT**	**Other**	**FT**	**Other**	**FT**	**Other**	**FT**	**Other**
Field Operations Supervisor	1	-	1	-	1	-	1	-
Utility Foreman	2	-	2	-	2	-	2	-
Mechanic II	4	-	4	-	4	-	4	-
Mechanic I	2	-	2	-	2	-	2	-
Total	**9**	**-**	**9**	**-**	**9**	**-**	**9**	**-**
Full Time Equivalents	**9.0**	**-**	**9.0**	**-**	**9.0**	**-**	**9.0**	**-**

Water Distribution

$	FY 2018	FY 2019			FY 2020		
	Actuals	Amended Budget	Forecast	Over/ (Under) FY 2019 Budget	Proposed Budget	Adopted Budget	Over/ (Under) FY 2020 Proposed
Wages							
Salaries - Regular	551,821	573,810	582,456	8,646	604,277	591,474	(12,803)
Salaries - Overtime	25,420	25,020	38,000	12,980	30,000	30,000	-
Special Pay - Cell Phone	1,744	1,260	1,700	440	1,260	1,260	-
Total Wages	**578,985**	**600,090**	**622,156**	**22,066**	**635,537**	**622,734**	**(12,803)**
Benefits							
Benefits - FICA	42,200	43,900	47,561	3,661	48,619	47,639	(980)
Benefits - Retirement	185,496	113,740	127,552	13,812	135,840	136,873	1,033
Benefits - Group Insurance	170,234	185,370	176,573	(8,797)	193,607	185,392	(8,215)
Benefits - Workers Compensation	10,416	11,750	12,754	1,004	13,236	8,796	(4,440)
Benefits - Medical	898	1,270	1,270	-	1,270	1,270	-
Total Benefits	**409,244**	**356,030**	**365,710**	**9,680**	**392,572**	**379,970**	**(12,602)**
Personnel Services	**988,229**	**956,120**	**987,866**	**31,746**	**1,028,109**	**1,002,704**	**(25,405)**
Operating Expenditures							
Professional Services - Miscellaneous*	24	100	100	-	100	100	-
Contractual Services*	8,955	105,000	60,000	(45,000)	125,000	125,000	-
Rental - Equipment*	-	2,000	2,000	-	2,000	2,000	-
Education & Registration*	1,196	2,500	2,500	-	2,500	2,500	-
Repairs - Vehicle*	15,244	25,000	25,000	-	25,000	25,000	-
Maintenance - Mains*	48,633	50,000	40,000	(10,000)	58,500	58,500	-
Maintenance - Structures*	4,640	6,000	7,000	1,000	6,000	6,000	-
Repairs - Road & Drainage*	92,756	84,500	70,000	(14,500)	80,000	80,000	-
Supplies - Landscaping*	3,061	2,500	2,700	200	3,000	3,000	-
Supplies - Uniforms*	3,524	4,200	4,200	-	4,200	4,200	-
Supplies - Chemicals*	-	4,000	4,000	-	4,000	4,000	-
Supplies - Water Meters & Fittings*	577,353	625,000	625,000	-	600,000	600,000	-
Supplies - Safety Equipment*	3,865	5,000	6,000	1,000	5,000	5,000	-
Supplies - Minor Tools*	4,176	7,500	7,500	-	6,500	6,500	-
Supplies - Gas & Oil*	28,270	22,000	24,000	2,000	22,000	22,000	-
Operating Expenditures	**791,696**	**945,300**	**880,000**	**(65,300)**	**943,800**	**943,800**	**-**
Departmental Capital							
Equipment & Machinery - Computers	1,413	1,680	2,500	820	-	-	-
Equipment & Machinery - Truck*	1,499	137,078	72,078	(65,000)	195,000	-	(195,000)
Equipment & Machinery - Equipment	124,958	15,000	-	(15,000)	-	-	-
Equipment & Machinery - Power Tools	2,504	6,000	5,000	(1,000)	6,000	6,000	-
Equipment & Machinery - Hydrants*	4,785	8,000	8,000	-	8,000	8,000	-
Departmental Capital	**135,159**	**167,758**	**87,578**	**(80,180)**	**209,000**	**14,000**	**(195,000)**
Water Distribution Total	**1,915,084**	**2,069,178**	**1,955,444**	**(113,734)**	**2,180,909**	**1,960,504**	**(220,405)**

*Related footnote on following page

Water Distribution - Footnote Detail

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Account Name	Footnote Detail	FY 2020 Proposed Budget	FY 2020 Adopted Budget
Professional Services - Miscellaneous	Driver's License monitoring service	100	100
Contractual Services	Location services	3,000	3,000
	Backflow programs	70,000	70,000
	Valve exercising	52,000	52,000
	Total	**125,000**	**125,000**
Rental - Equipment	Special equipment not in inventory	2,000	2,000
Education & Registration	Miscellaneous professional training for Water Distribution licensing requirements	2,500	2,500
Repairs - Vehicle	Normal fleet repairs	25,000	25,000
Maintenance - Mains	To repair water lines	58,500	58,500
Maintenance - Structures	General Building Repairs	6,000	6,000
Repairs - Road & Drainage	To restore streets & sidewalks caused by pipe repairs	80,000	80,000
Supplies - Landscaping	Utilities Plant site	3,000	3,000
Supplies - Uniforms	Required for safety & identification	4,200	4,200
Supplies - Chemicals	Required in treatment process	4,000	4,000
Supplies - Water Meters & Fittings	Water meters (2,000), BFP's & appurtenances	600,000	600,000
Supplies - Safety Equipment	Cones, barricades, safety shoes, etc.	5,000	5,000
Supplies - Minor Tools	Small hand tools	6,500	6,500
Supplies - Gas & Oil	Unleaded & diesel fuel	22,000	22,000
	Oil & hydraulic fluid		
Equipment & Machinery - Truck	Replace vehicle #9168 (1994) Ford F700 Dump Body Trash Truck (GVWR 28,000 lbs.), 22,637 miles, 2,698 hrs.	195,000	-
	Replace vehicle #9312 (2001) F450 Dually Utility Body w/Crane & Lift Gate, 102,889 miles		
Equipment & Machinery - Hydrants	Replacement of old and unrepairable hydrants, valve boxes, risers, etc.	8,000	8,000

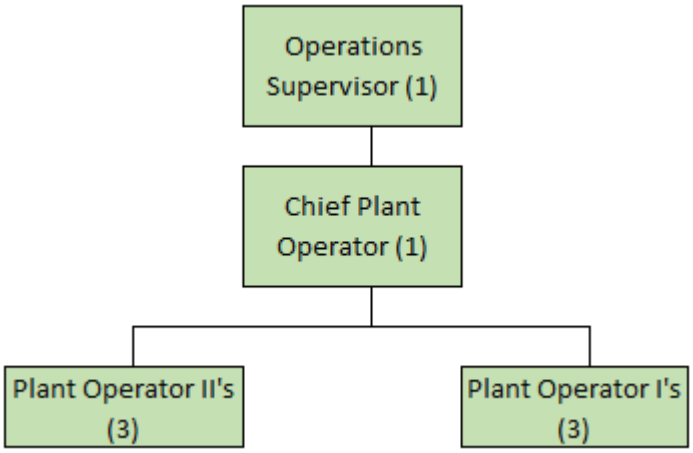
WATER PLANT



WATER PLANT

Mission:

To provide the most responsive, cost-effective, friendly, high quality, and professional service ensuring the water system provides safe and reliable potable water service and satisfactory firefighting capability for the community.



FY 2019 Year to Date Accomplishments:

- Produced 561 million gallons of potable water while maintaining 100% compliance with State, Federal, and Local regulations.
- Implemented a new Supervisory Control and Data Acquisition (SCADA) system to provide greater reliability and control of the City's water treatment plant.

Goals for FY 2020:

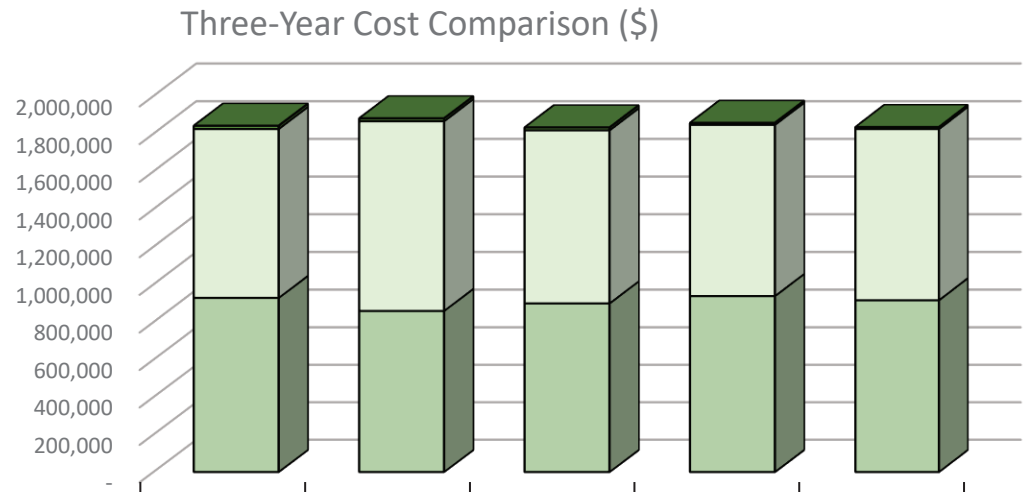
- Replace the 500,000-gallon steel water storage tank at the Utilities complex at an estimated cost of $1.4 million.
- Continue to meet all potable water demands while maintaining 100% compliance with State, Federal, and Local regulations.

WATER PLANT (CONTINUED)

Performance Measures:

PERFORMANCE MEASURE	INDICATOR	FY 2019 RESULTS	FY 2020 TARGET
Drinking Water Compliance Rate (% Days)	The percentage of time each year that a water utility meets all of the health-related drinking water standards in U.S. National Primary Drinking Water Regulations	100%	100%
Water Operating & Maintenance (O&M) Cost per Account	All utility costs related to operations and maintenance per number of customer accts.	$382	$394
Water O&M Cost per million gallons Distributed	All utility costs related to operations and maintenance per quantity of water treated annually.	$4,172	$4,267

Budget Summary



	FY 2018 Actual	FY 2019 Amended	FY 2019 Forecast	FY 2020 Proposed	FY 2020 Adopted
Departmental Capital	16,813	14,834	15,000	10,400	10,000
Operating Expenses	896,551	1,006,862	918,700	908,700	908,700
Personnel Services	928,249	859,180	898,980	938,138	915,859

WATER PLANT (CONTINUED)

Position Listing

Position Summary								
	FY 2018		FY 2019		FY 2020 Proposed		FY 2020 Adopted	
Full Time (FT)/Other	**FT**	**Other**	**FT**	**Other**	**FT**	**Other**	**FT**	**Other**
Operations Supervisor	1	-	1	-	1	-	1	-
Chief Plant Operator-Water	1	-	1	-	1	-	1	-
Plant Operators	6	-	6	-	6	-	6	-
Total	**8**	**-**	**8**	**-**	**8**	**-**	**8**	**-**
Full Time Equivalent	**8.0**	**-**	**8.0**	**-**	**8.0**	**-**	**8.0**	**-**

Water Plant

$	FY 2018	FY 2019			FY 2020		
	Actuals	Amended Budget	Forecast	Over/ (Under) FY 2019 Budget	Proposed Budget	Adopted Budget	Over/ (Under) FY 2020 Proposed
Wages							
Salaries - Regular	541,106	526,400	543,443	17,043	557,673	548,052	(9,621)
Salaries - Overtime	25,420	30,000	45,000	15,000	30,000	30,000	-
Salaries - Holiday	6,309	-	-	-	-	-	-
Special Pay - Cell Phone	1,308	1,260	1,260	-	1,260	1,260	-
Total Wages	**574,143**	**557,660**	**589,703**	**32,043**	**588,933**	**579,312**	**(9,621)**
Benefits							
Benefits - FICA	40,709	40,270	45,112	4,842	45,053	44,317	(736)
Benefits - Retirement	156,144	98,160	109,144	10,984	116,054	117,252	1,198
Benefits - Group Insurance	147,104	151,310	143,115	(8,195)	175,872	166,822	(9,050)
Benefits - Workers Compensation	10,072	10,860	11,906	1,046	12,226	8,156	(4,070)
Benefits - Medical	76	920	-	(920)	-	-	-
Total Benefits	**354,105**	**301,520**	**309,277**	**7,757**	**349,205**	**336,547**	**(12,658)**
Personnel Services	**928,249**	**859,180**	**898,980**	**39,800**	**938,138**	**915,859**	**(22,279)**
Operating Expenditures							
Professional Services - Miscellaneous*	-	100	100	-	100	100	-
Casual & Contract Labor*	12,060	12,100	12,100	-	12,100	12,100	-
Testing Services*	48,333	49,350	45,000	(4,350)	40,000	40,000	-
Education & Registration*	445	2,000	4,000	2,000	4,000	4,000	-
Utilities - Electricity	325,331	305,000	300,000	(5,000)	306,000	306,000	-
Utilities - Water & Sewer	359	500	500	-	500	500	-
Repairs - Vehicle*	1,130	2,500	2,500	-	2,500	2,500	-
Maintenance - Contracts*	3,002	10,000	10,000	-	10,000	10,000	-
Maintenance - Electric Systems*	3,355	7,500	7,000	(500)	7,000	7,000	-
Maintenance - Wells*	2,908	26,000	25,000	(1,000)	20,000	20,000	-
Maintenance - Instrumentation*	18,590	25,000	25,000	-	25,000	25,000	-
Maintenance - Structures*	5,567	15,000	9,000	(6,000)	10,000	10,000	-
Maintenance - Mechanical Equipment*	27,922	58,312	51,000	(7,312)	27,000	27,000	-
Supplies - Uniforms*	2,599	3,000	3,000	-	3,000	3,000	-
Supplies - Chemicals*	409,890	450,000	385,000	(65,000)	400,000	400,000	-
Supplies - Lab*	643	3,500	3,500	-	3,500	3,500	-
Supplies - Filters*	16,224	30,000	30,000	-	30,000	30,000	-
Supplies - Safety Equipment*	1,546	3,000	3,000	-	3,000	3,000	-
Supplies - Minor Tools*	1,604	2,000	2,000	-	3,000	3,000	-
Supplies - Gas & Oil*	15,046	2,000	1,000	(1,000)	2,000	2,000	-
Operating Expenditures	**896,551**	**1,006,862**	**918,700**	**(88,162)**	**908,700**	**908,700**	**-**
Departmental Capital							
Equipment & Machinery - Computers*	-	-	-	-	400	-	(400)
Equipment & Machinery - Equipment*	16,813	14,834	15,000	166	10,000	10,000	-
Departmental Capital	**16,813**	**14,834**	**15,000**	**166**	**10,400**	**10,000**	**(400)**
Water Plant Total	**1,841,613**	**1,880,876**	**1,832,680**	**(48,196)**	**1,857,238**	**1,834,559**	**(22,679)**

*Related footnote on following page

Water Plant - Footnote Detail

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Account Name	Footnote Detail	FY 2020 Proposed Budget	FY 2020 Adopted Budget
Professional Services - Miscellaneous	Driver's License monitoring service	100	100
Casual & Contract Labor	For special services, as necessary	12,100	12,100
Testing Services	Required water testing by regulatory agencies and for evaluation of treatment process	40,000	40,000
Education & Registration	Miscellaneous professional training for membrane softening and operator licensing requirements	4,000	4,000
Repairs - Vehicle	Normal fleet repairs	2,500	2,500
Maintenance - Contracts	Automatic Switchgear	10,000	10,000
	Generator		
	Transformers		
Maintenance - Electric Systems	Contract for electrical system	7,000	7,000
Maintnenace - Wells	Well repairs	20,000	20,000
Maintenance - Instrumentation	Software	25,000	25,000
	Electronic instrumentation		
Maintenance - Structures	Maintenance of structures	10,000	10,000
Maintenance - Mechanical Equipment	Regular equipment	27,000	27,000
	High service pumps repairs		
Supplies - Uniforms	Required for safety & identification	3,000	3,000
Supplies - Chemicals	Sulfuric acid	400,000	400,000
Supplies - Lab	Water lab expendables	3,500	3,500
	Minor equipment		
Supplies - Filters	Pre-filters (5 sets)	30,000	30,000
Supplies - Safety Equipment	Safety shoes	3,000	3,000
	Gloves		
	Masks		
Supplies - Minor Tools	Small hand tools	3,000	3,000
Supplies - Gas & Oil	Oil & hydraulic fluid	2,000	2,000
Equipment & Machinery - Computers	Two Solid State Drives (SSDs)	400	-
Equipment & Machinery - Equipment	Pumps	10,000	10,000

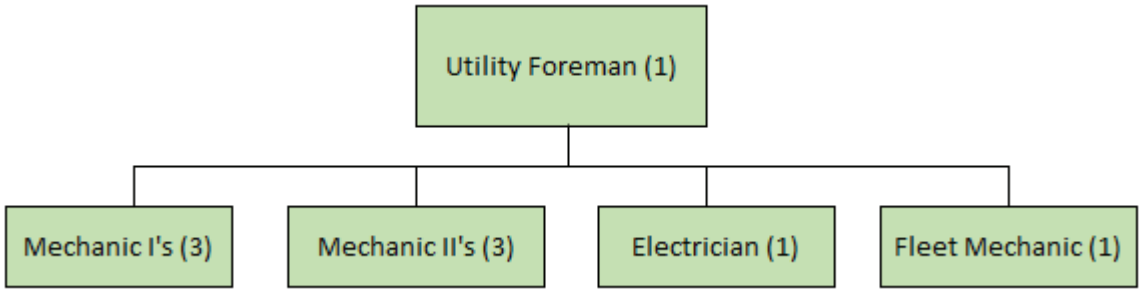
WASTEWATER TRANSMISSION



WASTEWATER TRANSMISSION

Mission:

To provide the most responsive, cost-effective, friendly, quality, reliable, and professional service to ensure the wastewater collection system infrastructure is maintained and functioning in a manner to prevent system backups and overflows while minimizing inflow and infiltration.



FY 2019 Year to Date Accomplishments:

- Cleaned 23,900 feet of gravity sewer mains and cleared 60 sewer backups.
- Maintained 100% operation of all 82 sewer-pumping stations with no overflows.

Goals for FY 2020:

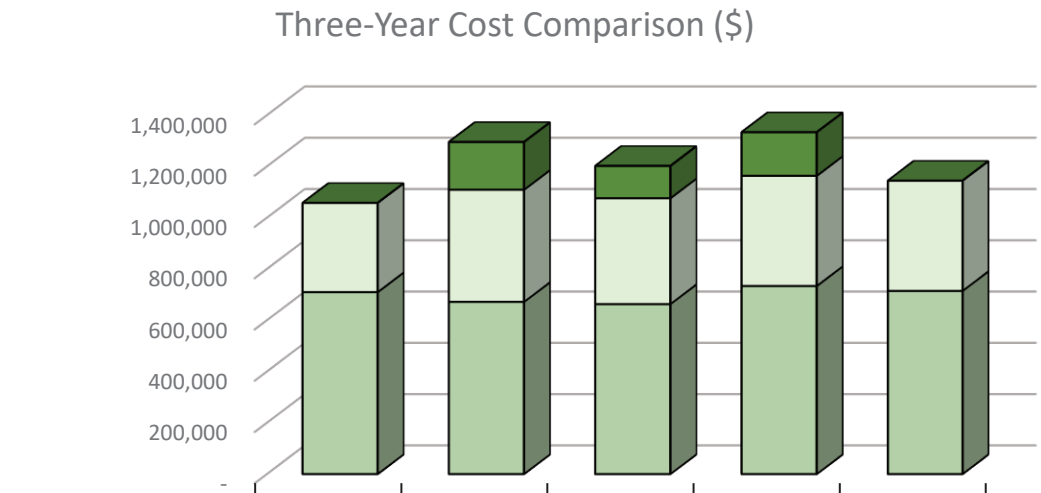
- Continue the gravity sewer rehabilitation program at a total cost of $600,000.

Performance Measure:

PERFORMANCE MEASURE	INDICATOR	FY 2019 RESULTS	FY 2020 TARGET
Sewer Collection System Integrity	The condition of the sewer collection system, expressed as the total annual number of main line and lateral stoppages/overflows per 100 miles of collection main pumping	73.87	59.06

WASTEWATER TRANSMISSION (CONTINUED)

Budget Summary



	FY 2018 Actual	FY 2019 Amended	FY 2019 Forecast	FY 2020 Proposed	FY 2020 Adopted
Departmental Capital	-	186,200	126,200	170,000	-
Operating Expenses	347,830	437,300	412,600	429,800	429,800
Personnel Services	709,662	671,740	663,131	733,556	714,503

Position Listing

Position Summary								
	FY 2018		FY 2019		FY 2020 Proposed		FY 2020 Adopted	
Full Time (FT)/Other	FT	Other	FT	Other	FT	Other	FT	Other
Utility Foreman	1	-	1	-	1	-	1	-
Electrician	1	-	1	-	1	-	1	-
Fleet Mechanic	1	-	1	-	1	-	1	-
Mechanic II	3	-	3	-	3	-	3	-
Mechanic I	3	-	3	-	3	-	3	-
Total	**9**	**-**	**9**	**-**	**9**	**-**	**9**	**-**
Full-Time Equivalent	**9.0**	**-**	**9.0**	**-**	**9.0**	**-**	**9.0**	**-**

Wastewater Transmission

$	FY 2018	FY 2019			FY 2020		
	Actuals	Amended Budget	Forecast	Over/ (Under) FY 2019 Budget	Proposed Budget	Adopted Budget	Over/ (Under) FY 2020 Proposed
Wages							
Salaries - Regular	417,991	421,550	404,229	(17,321)	446,298	435,542	(10,756)
Salaries - Overtime	30,629	24,020	38,000	13,980	30,000	30,000	-
Special Pay - Cell Phone	436	420	420	-	420	420	-
Total Wages	**449,056**	**445,990**	**442,649**	**(3,341)**	**476,718**	**465,962**	**(10,756)**
Benefits							
Benefits - FICA	33,152	32,250	33,863	1,613	36,469	35,646	(823)
Benefits - Retirement	101,499	62,160	66,164	4,004	74,233	74,173	(60)
Benefits - Group Insurance	118,563	123,070	112,362	(10,708)	137,630	133,084	(4,546)
Benefits - Workers Compensation	7,208	7,690	7,513	(177)	8,506	5,638	(2,868)
Benefits - Medical	184	580	580	-	-	-	-
Total Benefits	**260,606**	**225,750**	**220,482**	**(5,268)**	**256,838**	**248,541**	**(8,297)**
Personnel Services	**709,662**	**671,740**	**663,131**	**(8,609)**	**733,556**	**714,503**	**(19,053)**
Operating Expenditures							
Professional Services - Miscellaneous*	-	100	100	-	100	100	-
Education & Registration*	310	3,000	2,500	(500)	3,000	3,000	-
Utilities - Electricity	85,321	85,000	92,000	7,000	95,000	95,000	-
Utilities - Water & Sewer	4,771	9,000	10,000	1,000	10,000	10,000	-
Repairs - Vechicle*	17,729	27,000	16,000	(11,000)	15,000	15,000	-
Maintenance - Mains*	11,253	50,500	40,000	(10,500)	50,500	50,500	-
Maintenance - Lift Stations*	197,021	210,000	210,000	-	210,000	210,000	-
Repairs & Maintenance - Supplies*	5,316	5,500	5,500	-	6,000	6,000	-
Maintenance - Mechanical Equipment*	2,266	3,000	3,000	-	3,000	3,000	-
Supplies - Uniforms*	3,524	4,200	3,500	(700)	4,200	4,200	-
Supplies - Chemicals*	1,571	6,000	6,000	-	6,000	6,000	-
Supplies - Saftey Equipment*	2,206	4,000	4,000	-	4,000	4,000	-
Supplies - Minor Tools*	618	5,000	5,000	-	5,000	5,000	-
Supplies - Gas & Oil*	15,924	25,000	15,000	(10,000)	18,000	18,000	-
Operating Expenditures	**347,830**	**437,300**	**412,600**	**(24,700)**	**429,800**	**429,800**	**-**
Departmental Capital							
Equipment & Machinery - Computers	-	1,200	1,200	-	-	-	-
Equipment & Machinery - Truck*	-	50,000	50,000	-	95,000	-	(95,000)
Equipment & Machinery - Equipment*	-	135,000	75,000	(60,000)	75,000	-	(75,000)
Departmental Capital	**-**	**186,200**	**126,200**	**(60,000)**	**170,000**	**-**	**(170,000)**
Wastewater Transmission Total	**1,057,492**	**1,295,240**	**1,201,931**	**(93,309)**	**1,333,356**	**1,144,303**	**(189,053)**

*Related footnote on following page

Wastewater Transmission - Footnote Detail

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Account Name	Footnote Detail	FY 2020 Proposed Budget	FY 2020 Adopted Budget
Professional Services - Miscellaneous	Driver's License monitoring service	100	100
Education & Registration	Miscellaneous professional training for wastewater transmission licensing requirements	3,000	3,000
Repairs - Vehicle	Normal fleet repairs	15,000	15,000
Maintenance - Mains	Gravity & sewer repairs	50,500	50,500
Maintenance - Lift Stations	Maintenance of lift stations	210,000	210,000
Repairs & Maintenance - Supplies	Share of acetylene cylinder rental	6,000	6,000
Maintenance - Mechanical Equipment	Maintenance of mechanical equipment	3,000	3,000
Supplies - Uniforms	Required for safety & identification	4,200	4,200
Supplies - Chemicals	Odor control & disinfectants	6,000	6,000
Supplies - Safety Equipment	Safety shoes	4,000	4,000
	Gloves		
	Masks		
	Barricades		
	Traffic Cones		
Supplies - Minor Tools	Small hand tools	5,000	5,000
Supplies - Gas & Oil	Unleaded & diesel fuel	18,000	18,000
	Oil & hydraulic fluid		
Equipment & Machinery - Truck	Replacement of vehicle #9369 (2008) Ford F550 Utility Body w/Crane & Lift Gate, 103,768 miles	95,000	-
Equipment & Machinery - Equipment	480 Volt Portable generator	75,000	-

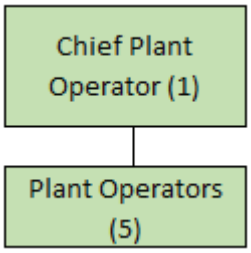
WASTEWATER PLANT



WASTEWATER PLANT

Mission:

To provide the most responsive, cost-effective, friendly, quality, reliable, non-intrusive and professional service to ensure the wastewater treatment plant is maintained and functioning in a manner to prevent system backups.



FY 2019 Year to Date Accomplishments:

- Treated 508 million gallons of wastewater while maintaining 100% compliance with State, Federal, and Local regulations.
- Cleaned the treatment plant surge tank, removing and disposing of 236 tons of sludge.

Goals for FY 2020:

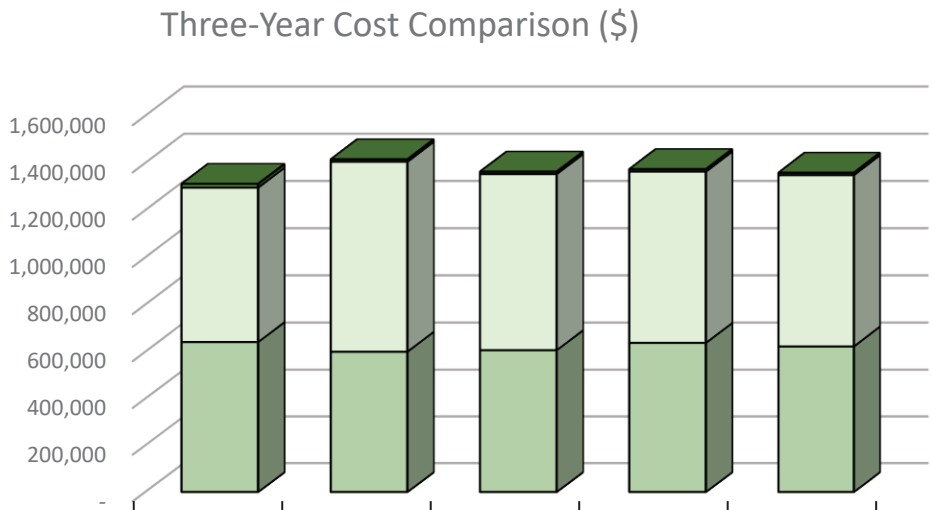
- Rehabilitate and increase the capacity of the City's Deep Injection Well at an estimated cost of $3 million.

Performance Measures:

PERFORMANCE MEASURE	INDICATOR	FY 2019 RESULTS	FY 2020 TARGET
Wastewater Treatment Effectiveness Rate (%)	The percentage of time each year that the utility complies with all applicable effluent quality standards	100%	100%
Sewer O&M Cost per Account	All utility costs related to operations and maintenance per number of customer accounts	$280	$290
Sewer O&M Cost per million gallons Processed	All utility costs related to operations and maintenance per quantity of wastewater treated annually	$3,686	$3,836

WASTEWATER PLANT (CONTINUED)

Budget Summary



	FY 2018 Actual	FY 2019 Amended	FY 2019 Forecast	FY 2020 Proposed	FY 2020 Adopted
Departmental Capital	15,600	10,000	10,000	10,000	10,000
Operating Expenses	654,301	804,806	746,100	725,800	725,800
Personnel Services	641,437	600,580	606,924	637,976	622,731

Position Listing

Position Summary								
	FY 2018		FY 2019		FY 2020 Proposed		FY 2020 Adopted	
Full Time (FT)/Other	**FT**	**Other**	**FT**	**Other**	**FT**	**Other**	**FT**	**Other**
Chief Plant Operator-Wastewater	1	-	1	-	1	-	1	-
Plant Operators	4	-	4	-	5	-	5	-
Operator Trainee	1	-	1	-	-	-	-	-
Total	**6**	**-**	**6**	**-**	**6**	**-**	**6**	**-**
Full Time Equivalent	**6.0**	**-**	**6.0**	**-**	**6.0**	**-**	**6.0**	**-**

Wastewater Plant

$	FY 2018	FY 2019			FY 2020		
	Actuals	Amended Budget	Forecast	Over/ (Under) FY 2019 Budget	Proposed Budget	Adopted Budget	Over/ (Under) FY 2020 Proposed
Wages							
Salaries - Regular	362,005	364,660	359,005	(5,655)	370,612	363,883	(6,729)
Salaries - Overtime	23,778	30,020	30,000	(20)	30,000	30,000	-
Special Pay - Holiday	3,387	-	-	-	-	-	-
Special Pay - Cell Phone	420	420	420	-	420	420	-
Total Wages	**389,590**	**395,100**	**389,425**	**(5,675)**	**401,032**	**394,303**	**(6,729)**
Benefits							
Benefits - FICA	27,791	28,200	29,791	1,591	30,679	30,164	(515)
Benefits - Retirement	110,955	60,800	65,463	4,663	70,404	71,045	641
Benefits - Group Insurance	107,009	109,440	116,039	6,599	129,450	122,944	(6,506)
Benefits - Workers Compensation	6,093	6,460	6,206	(254)	6,411	4,275	(2,136)
Benefits - Medical	-	580	-	(580)	-	-	-
Total Benefits	**251,847**	**205,480**	**217,499**	**12,019**	**236,944**	**228,428**	**(8,516)**
Personnel Services	**641,437**	**600,580**	**606,924**	**6,344**	**637,976**	**622,731**	**(15,245)**
Operating Expenditures							
Professional Services - Miscellaneous*	-	100	100	-	100	100	-
Casual & Contract Labor*	12,060	12,100	12,000	(100)	12,000	12,000	-
Sludge Removal*	201,341	205,000	175,000	(30,000)	160,000	160,000	-
Ocean Disposal Charges*	20,288	24,789	25,000	211	25,000	25,000	-
Testing Services*	49,702	40,000	40,000	-	40,000	40,000	-
Education & Registration*	100	2,000	3,500	1,500	3,000	3,000	-
Utilities - Electricity	249,872	290,000	270,000	(20,000)	275,000	275,000	-
Repairs - Vehicle*	2,000	3,000	3,000	-	3,000	3,000	-
Maintenance - Electric Systems*	1,685	2,000	2,000	-	2,000	2,000	-
Maintenance - Instrumentation*	6,410	10,500	10,500	-	10,500	10,500	-
Maintenance - Structures*	1,299	14,000	14,000	-	14,000	14,000	-
Maintenance - Mechanical Equipment*	17,690	39,317	40,000	683	30,000	30,000	-
Supplies - Uniforms*	2,599	3,000	2,800	(200)	3,000	3,000	-
Supplies - Chemicals*	86,103	150,000	140,000	(10,000)	140,000	140,000	-
Supplies - Lab*	-	2,500	2,500	-	2,500	2,500	-
Supplies - Safety Equipment*	1,929	2,500	2,500	-	2,500	2,500	-
Supplies - Minor Tools*	-	2,000	2,000	-	2,000	2,000	-
Supplies - Gas & Oil*	1,224	2,000	1,200	(800)	1,200	1,200	-
Operating Expenditures	**654,301**	**804,806**	**746,100**	**(58,706)**	**725,800**	**725,800**	**-**
Departmental Capital							
Equipment & Machinery - Computers	1,389	-	-	-	-	-	-
Equipment & Machinery - Equipment*	14,211	10,000	10,000	-	10,000	10,000	-
Departmental Capital	**15,600**	**10,000**	**10,000**	**-**	**10,000**	**10,000**	**-**
Wastewater Plant Total	**1,311,338**	**1,415,386**	**1,363,024**	**(52,362)**	**1,373,776**	**1,358,531**	**(15,245)**

*Related footnote on following page

Wastewater Plant - Footnote Detail

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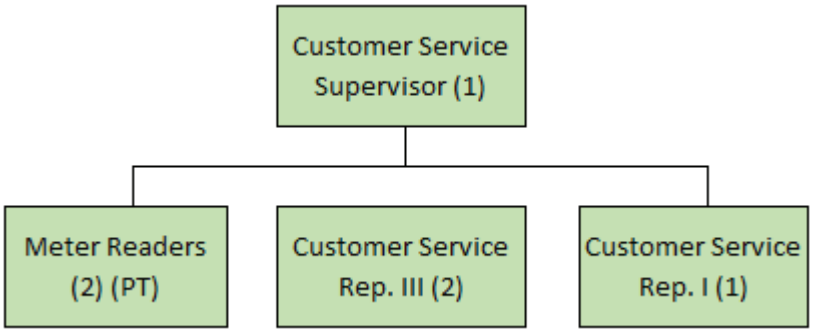
Account Name	Footnote Detail	FY 2020 Proposed Budget	FY 2020 Adopted Budget
Professional Services - Miscellaneous	Driver's License monitoring service	100	100
Casual & Contract Labor	Landscaping	12,000	12,000
Sludge Removal	Hauling away and disposal of sludge from processing wastewater	160,000	160,000
Ocean Disposal Charges	Annual payment to Hollywood for ocean effluent disposal	25,000	25,000
Testing Services	Regulatory agencies required testing	40,000	40,000
Education & Registration	Local and State training	3,000	3,000
Repairs - Vehicle	Fleet service	3,000	3,000
Maintenance - Electric Systems	Contract for generator	2,000	2,000
Maintenance - Instrumentation	Wastewater treatment instrumentation	10,500	10,500
Maintenance - Structures	Repair walkways	14,000	14,000
	Routing lines		
	Building repairs		
Maintenance - Mechanical Equipment	Pumps	30,000	30,000
	Motors		
	Mechanical Equipment		
Supplies - Uniforms	Required for safety & identification	3,000	3,000
Supplies - Chemicals	Liquid ferrous sulfate, deodorizer, sodium hyphochlorite, etc.	140,000	140,000
Supplies - Lab	Wastewater lab expendables	2,500	2,500
	Minor equipment		
Supplies - Safety Equipment	Safety shoes	2,500	2,500
	Gloves		
	Masks		
	Barricades		
	Traffic Cones		
Supplies - Minor Tools	Small hand tools	2,000	2,000
Supplies - Gas & Oil	Diesel fuel	1,200	1,200
Equipment & Machinery - Equipment	Pumps	10,000	10,000

UTILITIES
CUSTOMER SERVICE

UTILITIES CUSTOMER SERVICE

Mission:

To provide the most responsive, cost-effective, friendly, high quality, accurate and professional billing and customer service while ensuring effective revenue collection for City utility services.



FY 2019 Year to Date Accomplishments:

- Continued highly empathetic, friendly and responsive customer service, which regularly exceeds customer expectations.
- Established Accounts Receivable measurement system to enhance focus on collection issues.
- Reduced Over-180 Day balances by 11.2% through May, 2019.
- Reduced uncashed customer refunds on closed accounts by over 50% by aggressively tracking down departed customers.
- Implemented procedures to promptly convert tenant accounts to property owner accounts upon vacancy to ensure continuity of accountability.
- Implemented billing quality-control procedures to better identify and correct abnormal bills before being issued.
- Identified and investigated over 500 meters showing zero usage for several months with a couple hundred subsequently identified as broken and submitted for replacement,
- Conducted an aggressive focused program on delinquent accounts which provided the greatest financial risk to the City, resulting in correction of nearly all significant delinquencies and the stabilizing of accounts receivable
- Implemented and aggressively promoted utility bill e-mail delivery. Through May, 7.6% of accounts converted to e-mail bills with continued growth. On annualized basis, represents a $3,700 savings.
- In conjunction with Utilities, implemented Customer Portal to provide utility customer with online access to their water account status, daily usage information and potential to be notified in event of abnormal usage.
- Assumed responsibility from the Utility Administrative division for managing the digital meter leak alert network. Ensured that all potential leaks were quickly investigated and customers promptly notified of apparent leaks on their properties. The City has received high praise for this proactive program.

UTILITIES CUSTOMER SERVICE (CONTINUED)

FY 2019 Year to Date Accomplishments continued:

- Assumed responsibility from the City Clerk department for all customer solid waste / recycling issues so that residents had a single point of contact for all utility bill related issues.
- Conducted ongoing audit of all accounts to ensure each was being properly charged for the services being received.
- Continued highly responsive lien search request program by responding to nearly all requests within three business days.
- Improved lien search request cost recovery by initiating an increase in fees to better correspond to fees charged by other municipalities for comparable service.
- Brought in the City's billing system provider to evaluate customer service processes and provide guidance on how to better use the billing system to enhance efficiency and effectiveness.
- Began improvement of the temporary meter issuance process to improve accountability and billing accuracy.

Goals for FY 2020:

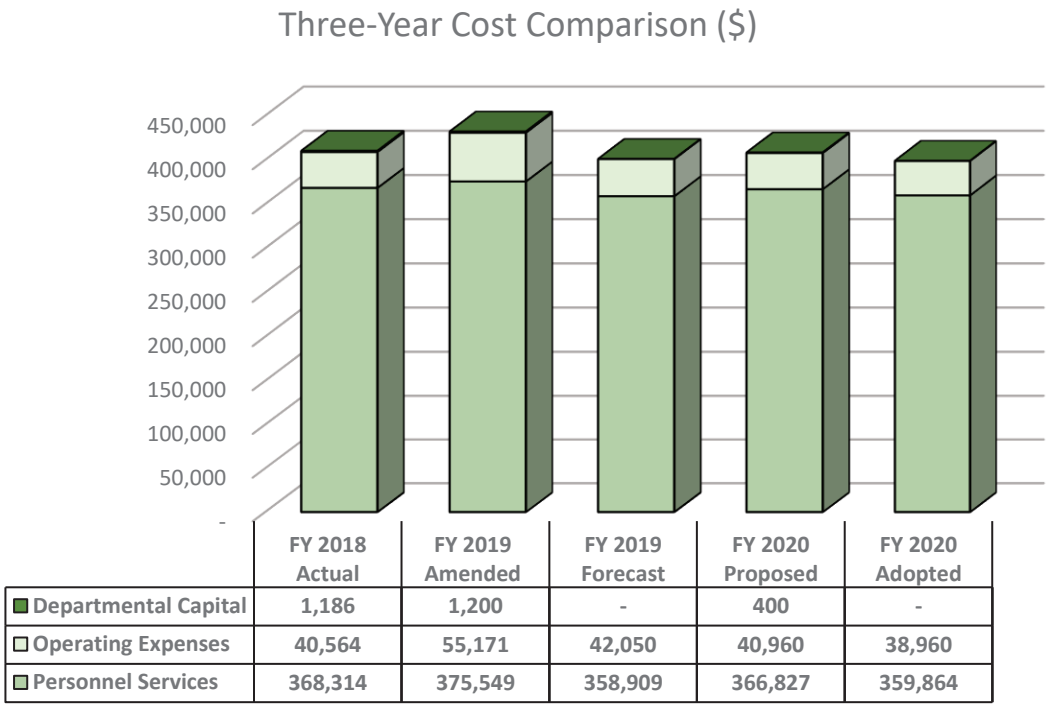
- In conjunction with Utilities and the City Attorney, resolve outstanding collection issues related to customers receiving only sewer service from the City.
- In conjunction with Utilities, finalize implementation of the Customer Portal so that the City's customers are able to take full advantage of all of the system's capabilities.
- Ensure staff is fully cross-trained.
- Significant increase number of accounts receiving utility bills by e-mail.
- Significant reduction to accounts receivable.
- All staff evaluations submitted in the month due.
- Ensure all accounts correctly reflect services being received.

Performance Measures:

PERFORMANCE MEASURE	INDICATOR	FY 2019 YTD RESULTS	FY 2020 TARGET
Utility accounts that receive monthly utility bill by E-mail	Number of utility accounts that receive monthly bill by E-mail	885	1,770
Amount ($) of closed and active accounts delinquent over sixty (60) days	Amount ($) of closed and active accounts delinquent over sixty (60) days	$577,689	$527, 689
Staff evaluations submitted on required schedule	Percentage of staff evaluations submitted on required schedule	100%	100%

UTILITIES CUSTOMER SERVICE (CONTINUED)

Budget Summary



	FY 2018 Actual	FY 2019 Amended	FY 2019 Forecast	FY 2020 Proposed	FY 2020 Adopted
Departmental Capital	1,186	1,200	-	400	-
Operating Expenses	40,564	55,171	42,050	40,960	38,960
Personnel Services	368,314	375,549	358,909	366,827	359,864

Position Listing

Position Summary								
	FY 2018		FY 2019		FY 2020 Proposed		FY 2020 Adopted	
Full Time (FT)/Other	**FT**	**Other**	**FT**	**Other**	**FT**	**Other**	**FT**	**Other**
Customer Service Supervisor	1	-	1	-	1	-	1	-
Customer Service Rep. III	1	-	1	-	2	-	2	-
Customer Service Rep. II	1	-	1	-	0	-	0	-
Customer Service Rep. I	1	-	1	-	1	-	1	-
Meter Reader - PT	-	2	-	2	-	2	-	2
Total	**4**	**2**	**4**	**2**	**4**	**2**	**4**	**2**
Total Full Time Equivalent	**4.0**	**1.5**	**4.0**	**1.5**	**4.0**	**1.4**	**4.0**	**1.4**

Customer Service

$	FY 2018	FY 2019			FY 2020		
	Actuals	Amended Budget	Forecast	Over/ (Under) FY 2019 Budget	Proposed Budget	Adopted Budget	Over/ (Under) FY 2020 Proposed
Wages							
Salaries - Regular	191,481	197,449	205,632	8,183	214,809	210,480	(4,329)
Salaries - Other	45,994	48,920	45,579	(3,341)	42,658	42,658	-
Salaries - Overtime	333	3,030	4,000	970	2,500	2,500	-
Total Wages	**237,807**	**249,399**	**255,211**	**5,812**	**259,967**	**255,638**	**(4,329)**
							-
Benefits							-
Benefits - FICA	18,806	19,190	19,868	678	20,323	19,556	(767)
Benefits - Retirement	56,262	35,180	38,212	3,032	41,024	41,024	-
Benefits - Group Insurance	54,305	70,450	44,206	(26,244)	44,306	42,829	(1,477)
Benefits - Workers Compensation	1,133	1,100	1,262	162	1,207	817	(390)
Benefits - Medical	-	230	150	(80)	-	-	-
Total Benefits	**130,507**	**126,150**	**103,698**	**(22,452)**	**106,860**	**104,226**	**(2,634)**
							-
Personnel Services	**368,314**	**375,549**	**358,909**	**(16,640)**	**366,827**	**359,864**	**(6,963)**
							-
Operating Expenditures							-
Professional Services - Miscellaneous*	320	10,521	10,000	(521)	6,000	6,000	-
Fees - Paymode Concentrator*	4,918	5,000	5,000	-	5,000	5,000	-
Printing*	18,179	13,700	10,500	(3,200)	10,000	10,000	-
Education & Registration	-	1,500	-	(1,500)	2,000	-	(2,000)
Utilities - Telephone & Internet	2,266	-	2,000	2,000	3,060	3,060	-
Repairs - Equipment*	-	250	250	-	200	200	-
Repairs - Vehicle*	707	1,000	1,000	-	1,000	1,000	-
Maintenance - Contracts*	7,098	12,400	7,300	(5,100)	7,500	7,500	-
Supplies - Office*	2,965	3,900	2,000	(1,900)	2,000	2,000	-
Supplies - Special*	92	400	300	(100)	500	500	-
Supplies - Uniforms	632	1,000	600	(400)	500	500	-
Supplies - Safety Equipment*	300	500	500	-	500	500	-
Supplies - Gas & Oil*	2,087	2,000	2,000	-	2,100	2,100	-
Program Expense - Utility Assistance*	1,000	3,000	600	(2,400)	600	600	-
Operating Expenditures	**40,564**	**55,171**	**42,050**	**(13,121)**	**40,960**	**38,960**	**(2,000)**
							-
Departmental Capital							-
Equipment & Machinery - Computers*	1,186	1,200	-	(1,200)	400	-	(400)
Departmental Capital	**1,186**	**1,200**	**-**	**(1,200)**	**400**	**-**	**(400)**
							-
Customer Service Total	**410,064**	**431,920**	**400,959**	**(30,961)**	**408,187**	**398,824**	**(9,363)**

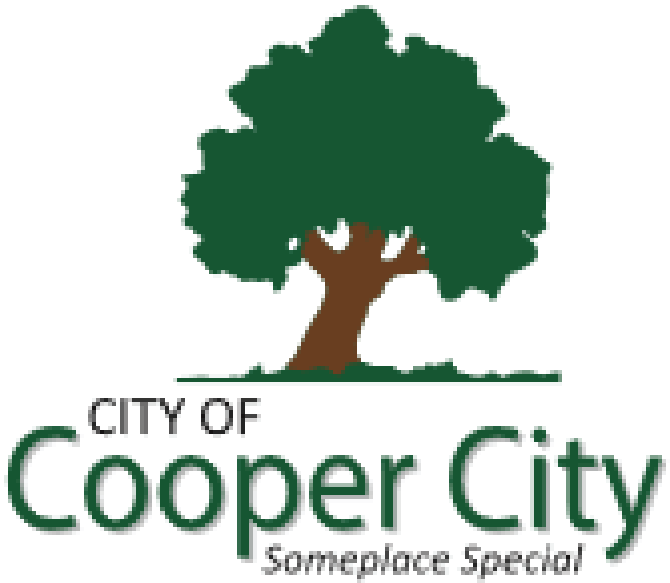
*Related footnote on following page

Customer Service - Footnote Detail

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Account Name	Footnote Detail	FY 2020 Proposed Budget	FY 2020 Adopted Budget
Professional Services - Miscellaneous	Lien filing fees	6,000	6,000
Fees - Paymode Concentrator	Online payment processor	5,000	5,000
Printing	Monthly utility bills and delinquency notices	10,000	10,000
Repairs - Equipment	Handheld radios (2)	200	200
Repairs - Vehicle	Ford F150 (2011)	1,000	1,000
	Ford Focus (2012)		
Maintenance - Contracts	Billing system (BS&A) annual maintenance	7,500	7,500
Supplies - Office	Office supplies & furniture < $1,000	2,000	2,000
Supplies - Special	Minor equipment (meter readers)	500	500
	Misc. supplies & services (utility billing)		
Supplies - Safety Equipment	Safety shoes, first aid kits, etc.	500	500
Supplies - Gas & Oil	Service vehicles	2,100	2,100
Program Expense - Utility Assistance	Assistance to residents in financial distress for utility bills	600	600
Equipment & Machinery - Computers	2 Solid State Drives (SSDs)	400	-

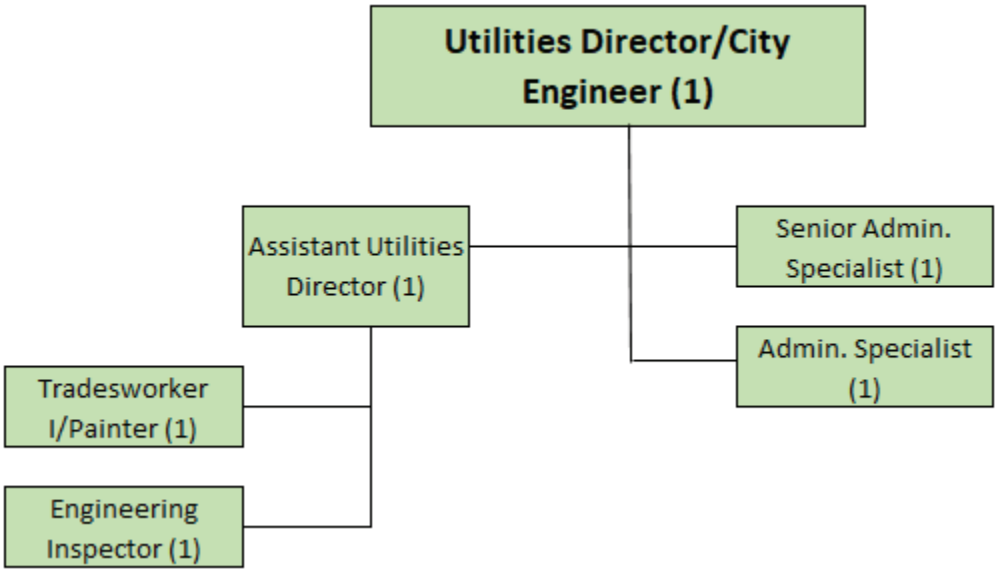
WATER & SEWER ADMINISTRATION



WATER & SEWER ADMINISTRATION

Mission:

To effectively manage all activities of the Utilities Department and the Office of the City Engineer to result in excellent services provided at a competitive price.



FY 2019 Year to Date Accomplishments:

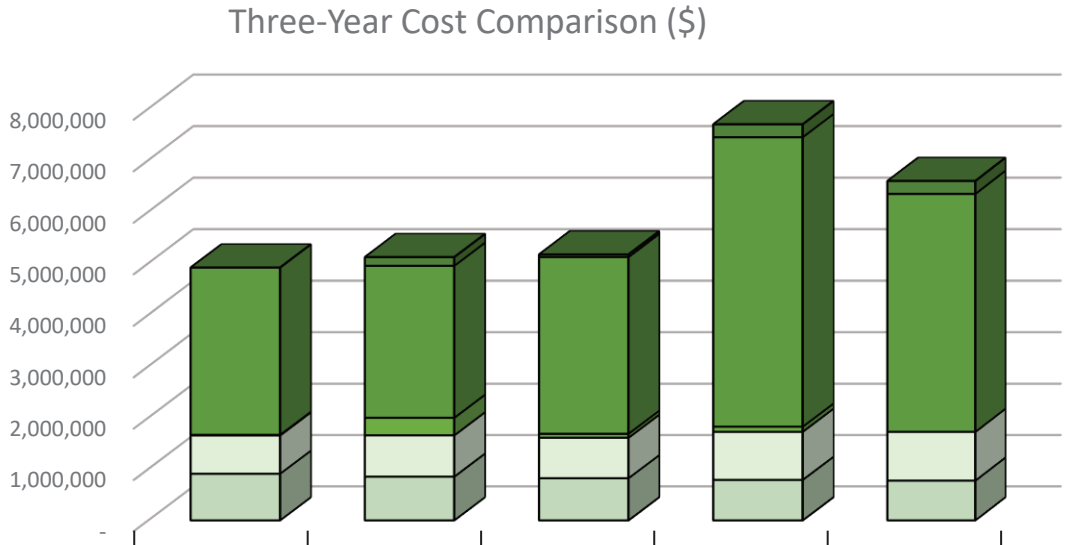
- Managed all water and wastewater operations in 100% compliance with Federal, State, and Local regulations with no violations
- Limited water and sewer rate increases to the increase in the consumer price index (CPI)
- Oversaw a $2.9 million capital plan

Goals for FY 2020:

- Update the Water & Sewer Capital Improvement Master Plan
- Update the water, sewer, and storm water utility 10-year financial forecast and implement new stormwater rates
- Oversee a $4.9 million capital plan

WATER & SEWER ADMINISTRATION (CONTINUED)

Budget Summary



	FY 2018 Actual	FY 2019 Amended	FY 2019 Forecast	FY 2020 Proposed	FY 2020 Adopted
Contingency	-	167,748	50,000	250,000	250,000
Transfers Out	3,250,090	2,952,500	3,434,675	5,621,376	4,623,000
Departmental Capital	11,078	341,660	77,000	100,200	-
Operating Expenses	746,301	805,265	788,330	936,700	949,403
Personnel Services	908,296	851,500	820,932	788,300	774,503

Position Listing

Position Summary								
	FY 2018		FY 2019		FY 2020 Proposed		FY 2020 Adopted	
Full Time (FT)/Other	**FT**	**Other**	**FT**	**Other**	**FT**	**Other**	**FT**	**Other**
Utilities Director/City Engineer	1	-	1	-	1	-	1	-
Asst. Utilities Director	1	-	1	-	1	-	1	-
Engineering Inspector	1	-	1	-	1	-	1	-
Sr. Admin. Specialist	1	-	1	-	1	-	1	-
Admin. Specialist	1	-	1	-	1	-	1	-
Tradesworker I/Painter	1	-	1	-	1	-	1	-
Total	**6**	**-**	**6**	**-**	**6**	**-**	**6**	**-**
Full Time Equivalents	**6.0**	**-**	**6.0**	**-**	**6.0**	**-**	**6.0**	**-**

Water & Wastewater Administration

$	FY 2018	FY 2019			FY 2020		
	Actuals	Amended Budget	Forecast	Over/ (Under) FY 2019 Budget	Proposed Budget	Adopted Budget	Over/ (Under) FY 2020 Proposed
Wages							
Salaries - Regular	535,073	509,760	508,989	(771)	514,592	508,407	(6,185)
Salaries - Overtime	18	1,140	250	(890)	1,000	1,000	-
Special Pay - Cell Phone	2,585	2,000	2,400	400	2,520	2,520	-
Total Wages	**537,676**	**512,900**	**511,639**	**(1,261)**	**518,112**	**511,927**	**(6,185)**
Benefits							
Benefits - FICA	35,688	36,680	37,345	665	37,783	39,162	1,379
Benefits - Retirement	208,459	169,620	145,370	(24,250)	94,288	94,629	341
Benefits - Group Insurance	118,922	123,870	118,109	(5,761)	129,534	123,028	(6,506)
Benefits - Workers Compensation	7,551	8,430	8,469	39	8,583	5,757	(2,826)
Total Benefits	**370,620**	**338,600**	**309,293**	**(29,307)**	**270,188**	**262,576**	**(7,612)**
Personnel Services	**908,296**	**851,500**	**820,932**	**(30,568)**	**788,300**	**774,503**	**(13,797)**
Operating Expenditures							
Professional Services*	57,160	51,600	45,000	(6,600)	50,000	50,000	-
Professional Services - Engineering*	343	30,000	30,000	-	150,000	150,000	-
Professional Services - Legal	12,610	7,000	5,000	(2,000)	5,000	5,000	-
Professional Services - Accounting/Audit*	10,800	11,190	11,190	-	15,000	15,000	-
Contractual Services*	125,512	129,815	127,000	(2,815)	157,500	157,500	-
Fees - Regulatory*	34,675	40,000	30,000	(10,000)	35,000	35,000	-
Rental - Equipment*	7,347	10,000	7,500	(2,500)	8,000	8,000	-
Travel & Per Diem*	8,199	8,000	5,000	(3,000)	5,000	5,000	-
Printing*	500	500	500	-	600	600	-
Education & Registration*	1,323	1,000	1,300	300	1,300	1,300	-
Insurance - Liability*	306,305	310,000	335,000	25,000	354,768	367,471	12,703
Dues & Memberships*	6,797	8,500	7,500	(1,000)	7,500	7,500	-
Utilities - Telephone & Internet	69,904	80,000	70,000	(10,000)	41,532	41,532	-
Repairs - Office Equipment	475	2,000	1,000	(1,000)	1,500	1,500	-
Repairs - Vehicle	216	3,000	1,200	(1,800)	2,000	2,000	-
Repairs - Building & Property*	11,799	18,000	20,000	2,000	11,000	11,000	-
Maintenance - Communications*	4,430	800	800	-	800	800	-
Maintenance - Contracts*	8,007	8,000	8,200	200	8,200	8,200	-
Supplies - Office*	6,807	8,360	9,000	640	9,500	9,500	-
Supplies - Custodial*	3,198	3,200	3,200	-	3,000	3,000	-
Supplies - Data Processing*	2,015	2,600	3,000	400	3,200	3,200	-
Postage*	42,001	42,000	36,000	(6,000)	37,000	37,000	-
Supplies - Other*	640	1,000	800	(200)	1,000	1,000	-
Supplies - Safety Equipment	450	500	500	-	500	500	-
Supplies - Gas & Oil	2,998	3,200	2,800	(400)	2,800	2,800	-
Mutual Aid Expenses	-	-	2,840	2,840	-	-	-
Program Expense - Water Conservation*	21,789	25,000	24,000	(1,000)	25,000	25,000	-
Operating Expenditures	**746,301**	**805,265**	**788,330**	**(16,935)**	**936,700**	**949,403**	**12,703**

Water & Wastewater Administration

$	FY 2018	FY 2019			FY 2020		
	Actuals	Amended Budget	Forecast	Over/ (Under) FY 2019 Budget	Proposed Budget	Adopted Budget	Over/ (Under) FY 2020 Proposed
Departmental Capital							
Equipment & Machinery - Furniture & Equip.	-	460	1,000	540	-	-	-
Equipment & Machinery - Computers*	-	1,200	1,000	(200)	200	-	(200)
Equipment & Machinery - Software Programs	-	305,000	60,000	(245,000)	-	-	-
Building Improvements - Buildings*	11,078	35,000	15,000	(20,000)	100,000	-	(100,000)
Departmental Capital	**11,078**	**341,660**	**77,000**	**(264,660)**	**100,200**	**-**	**(100,200)**
Transfers Out							
Enterprise Transfer to General	1,223,090	1,000,000	1,574,675	574,675	1,574,675	-	(1,574,675)
Enterprise Transfer to Stormwater	77,000	-	-	-	-	-	-
Enterprise Transfer to R & R	350,000	-	-	-	-	-	-
Enterprise Transfer to Capital Improvement	1,600,000	1,952,500	-	(1,952,500)	4,046,701	4,623,000	576,299
Transfer Out - General Fund (Loan to CIP)	-	-	1,860,000	1,860,000	-	-	-
Transfers Out	**3,250,090**	**2,952,500**	**3,434,675**	**482,175**	**5,621,376**	**4,623,000**	**(998,376)**
Contingency							
Contingency	-	167,748	50,000	(117,748)	250,000	250,000	-
Contingency	**-**	**167,748**	**50,000**	**(117,748)**	**250,000**	**250,000**	**-**
Water & Wastewater Admin. Total	**4,915,765**	**5,118,673**	**5,170,937**	**52,264**	**7,696,576**	**6,596,906**	**(1,099,670)**

*Related footnote on following page

Water & Wastewater Administration - Footnote Detail

$

Account Name	Footnote Detail	FY 2020 Proposed Budget	FY 2020 Adopted Budget
Professional Services	Consulting services - GIS, ordinance review, utility consumer confidence report	50,000	50,000
Professional Services - Engineering	Water infrastructure risk & resilience assessment	150,000	150,000
Professional Services - Accounting/Audit	Utilities share of annual City financial audit	15,000	15,000
Contractual Services	Pest Control	3,600	3,600
	Lake Maintenance	2,200	2,200
	Janitorial Service	15,000	15,000
	Utility Locations	96,000	96,000
	AC Maintenance	3,600	3,600
	GIS Software Licenses	6,900	6,900
	WaterSmart App Hosting	28,000	28,000
	Suneshine One Call	2,200	2,200
	Total	**157,500**	**157,500**
Fees - Regulatory	Operating Permits (County, Fl Dep of Envir Protection)	35,000	35,000
	Licenses		
Rental - Equipment	Copier	8,000	8,000
Travel & Per Diem	Meeting & seminar participation	5,000	5,000
Printing	Special notices	600	600
	Forms		
	Door hangers		
	Legal notices		
Education & Registration	American Water Works Association (AWWA) & Water Pollution Control Facility (WPCF) Training Seminars	1,300	1,300
Insurance - Liability	Property, General Auto Liability	352,003	364,706
	Tank	2,765	2,765
	Total	**354,768**	**367,471**
Dues & Memberships	Local & National Associations - Fl Stormwater Assoc., SE Desalting Assoc., FL AWWA, WaterUse Assoc, SE FL Utility Council, etc	7,500	7,500
Repairs - Building & Property	Routine repairs	11,000	11,000
Maintenance - Communications	Maintain City radios	800	800
Maintenance - Contracts	Otis Elevator	2,508	2,508
	Itron	2,910	2,910
	Bentley Systems	1,000	1,000
	Other	1,782	1,782
	Total	**8,200**	**8,200**
Supplies - Office	Supplies & furniture < $1,000	9,500	9,500
Supplies - Custodial	Custodial supplies for the utilities plant	3,000	3,000
Supplies - Data Processing	Stock paper	3,200	3,200
	Toner & ink cartridges		
	Replacement parts & peripherals		
	Misc. software		
Postage	Primarily monthly utility bills, miscellaneous other correspondence	37,000	37,000
Supplies - Other	Small office equipment	1,000	1,000
	Emergency supplies		
Program Expense - Water Conservation	Payments to Broward County in support of water conservation	25,000	25,000
Equipment & Machinery - Computers	1 Solid State Drive (SSD)	200	-
Building Improvements - Buildings	Reroof Water Plant	100,000	-

WATER AND SEWER UTILITY FUND CAPITAL IMPROVEMENT PLAN

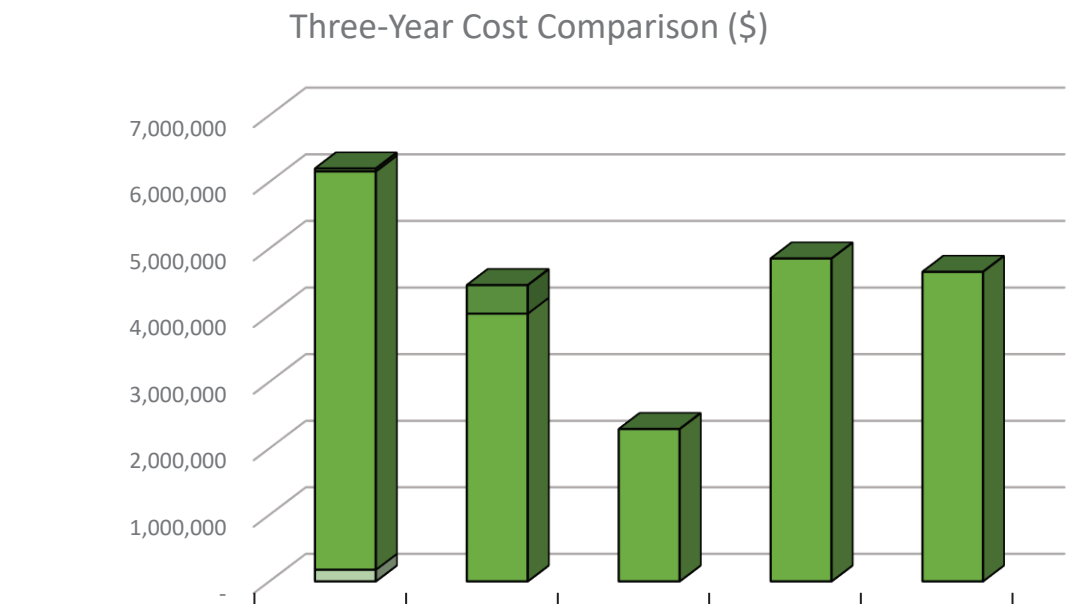


WATER/SEWER CAPITAL IMPROVEMENT FUND

Mission:

To manage capital projects and infrastructure replacement from concept to completion, providing cost-effective projects, which maximize the availability of potential grants and which fully address City requirements, on time and within budget, ensuring all necessary coordination between contractors, the City, the community, and all affected governmental agencies. These projects aim to enhance the City's water and sewer capabilities.

Budget Summary



	FY 2018 Actual	FY 2019 Amended	FY 2019 Forecast	FY 2020 Proposed	FY 2020 Adopted
Contingency	42,860	427,500	-	-	-
Departmental Capital	5,982,260	4,023,331	2,290,374	4,850,000	4,650,000
Operating Expenses	175,000	-	-	-	-

Water and Sewer CIP Fund

$	FY 2018	FY 2019			FY 2020		
	Actuals	Amended Budget	Forecast	Over/ (Under) FY 2019 Budget	Proposed Budget	Adopted Budget	Over/ (Under) FY 2020 Proposed
Funding							
Impact Fees	14,060	-	95,000	95,000	25,000	25,000	-
Grants	-	-	-	-	-	-	-
Interest Income	52,000	-	60,000	60,000	2,000	2,000	-
Total Revenue	**66,060**	**-**	**155,000**	**155,000**	**27,000**	**27,000**	**-**
Transfer In	1,600,000	1,952,500	-	(1,952,500)	4,046,701	4,623,000	576,299
Total Funding	**1,666,060**	**1,952,500**	**155,000**	**(1,797,500)**	**4,073,701**	**4,650,000**	**576,299**
Expense							
Operating Expense	175,000	-	-	-	-	-	-
Capital Outlay	5,982,260	4,023,331	2,290,374	(1,732,957)	4,850,000	4,650,000	(200,000)
Contingency	42,860	427,500	-	(427,500)	-	-	-
Total Expense	**6,200,120**	**4,450,831**	**2,290,374**	**(2,160,457)**	**4,850,000**	**4,650,000**	**(200,000)**
Over/(Under)	**(4,534,060)**	**(2,498,331)**	**(2,135,374)**	**362,957**	**(776,299)**	**-**	**776,299**
Fund Balance							
Opening Balance	7,445,733	2,911,673	2,911,673	-	776,299	776,299	-
Over/(Under)	(4,534,060)	(2,498,331)	(2,135,374)	362,957	(776,299)	-	776,299
Closing Balance	2,911,673	413,342	776,299	362,957	-	776,299	776,299

Water and Sewer Fund Five-Year CIP Plan

Project Name ($)	2019 Forecast	2020	2021	2022	2023	2024	Total FY 20 - FY 24
FUNDING							
Grants	-	-	-	-	-	-	-
Other CIP Fund Revenue	155,000	27,000	25,000	25,000	25,000	25,000	127,000
CIP Fund Balance	2,135,374	-	-	-	-	-	-
Water/Sewer Fund Transfer In	-	4,623,000	2,255,000	1,825,000	3,125,000	3,615,000	15,443,000
Total Funding	**2,290,374**	**4,650,000**	**2,280,000**	**1,850,000**	**3,150,000**	**3,640,000**	**15,570,000**
EXPENSE							
Water Treatment & Supply							
Control Software	531,170	-	-	-	-	-	-
Water Treatment Plant Rehabilitation	-	-	600,000	600,000	-	-	1,200,000
Steel Water Storage Tank Replacement	-	1,400,000	-	-	-	-	1,400,000
Total Water Treatment & Supply	**531,170**	**1,400,000**	**600,000**	**600,000**	**-**	**-**	**2,600,000**
Wastewater Collection & Lift Station							
Gravity Sewer Improvements	300,000	300,000	300,000	400,000	400,000	400,000	1,800,000
Gravity Sewer SW 90 Ave	172,426	-	-	-	-	-	-
Lift Station 48 with FM Replacement	300,000	450,000	-	-	-	-	450,000
Lift Station 18	-	-	-	-	200,000	-	200,000
Lift Station 56	-	-	-	-	-	600,000	600,000
Lift Station 9	-	-	-	200,000	-	-	200,000
Lift Station 46	-	-	200,000	-	-	-	200,000
Lift Station 55	315,139	-	-	200,000	-	-	200,000
Lift Station 5	-	-	-	200,000	-	-	200,000
Lift Station 23	-	-	-	-	100,000	-	100,000
Lift Station 50	-	-	-	-	-	195,000	195,000
Lift Station 51	-	-	-	-	-	195,000	195,000
Lift Station 20	-	-	-	-	200,000	-	200,000
Force Main re-route 90 Ave to Repump 55	-	-	680,000	-	-	-	680,000
Total Wastewater Collection & Lift Stn.	**1,087,565**	**750,000**	**1,180,000**	**1,000,000**	**900,000**	**1,390,000**	**5,220,000**
Water Distribution							
Replace Scheduled 40 WM's Citywide	-	-	500,000	-	-	-	500,000
Total Water Distribution	**-**	**-**	**500,000**	**-**	**-**	**-**	**500,000**
Wastewater Treatment Plant							
Stabilization Program	-	-	-	250,000	250,000	250,000	750,000
Injection Well Rehab/Capacity Increase*	500,000	2,500,000	-	-	-	-	2,500,000
Headworks*	-	-	-	-	2,000,000	2,000,000	4,000,000
Deep Well Engineering Services	171,639	-	-	-	-	-	-
Total Wastewater Treatment Plant	**671,639**	**2,500,000**	**-**	**250,000**	**2,250,000**	**2,250,000**	**7,250,000**
Total Water Sewer CIP Projects	**2,290,374**	**4,650,000**	**2,280,000**	**1,850,000**	**3,150,000**	**3,640,000**	**15,570,000**

Notes - * Impact Fee Eligible

PROJECT INFORMATION			
Project Name:	Replace Steel Water Storage Tank		
Department/Division:	911 Water Plant	**Project Manager:**	Mike Bailey
Project Location: Water Treatment Plant			
Project Description: Replacement of 500,000 gallon steel water storage tank on treatment plant site.			
Purpose or Need for Project: The tank has reached the end of its useful life (built in approximately 1977). The flat top of the tank has been patched numerous times and requires regular monitoring and maintenance to ensure compliance with state regulations. Engineering consultant concluded that replacement with a new concrete tank was more cost effective than rehabiliatation.			
Grant Information/Funding Overview: Project to be funded by Water & Sewer rate revenue.			
Design Start Fiscal Year	2020	**Construction Start Fiscal Year**	2020
Estimated Cost of Project	$1,400,000	**Estimated Time to Complete**	9 months after award
Description of Project Cost: Contracted construction cost			
If Project creates unusual manpower requirements, explain: N/A			
If competitive bidding or professional negotiation is required, explain: Project includes design and construction by outside resources. Bidding will, therefore, be required.			

PROJECT INFORMATION			
Project Name:	Gravity Sewer Rehabilitation FY 2020		
Department/Division:	930 WW Transmission	**Project Manager:**	Mike Bailey
Project Location: Gravity sewer mains and manholes through City.			
Project Description: Rehabilitation of gravity sewer mains and manholes via lining and/or smoke testing.			
Purpose or Need for Project: Control and reduce the infiltration and inflow of non-wastewater sources into the sewer system.			
Grant Information/Funding Overview: Project to be funded by Water & Sewer rate revenue.			
Design Start Fiscal Year	2020	**Construction Start Fiscal Year**	2020
Estimated Cost of Project	$300,000	**Estimated Time to Complete**	3 months
Description of Project Cost: Contracted construction cost			
If Project creates unusual manpower requirements, explain: N/A			
If competitive bidding or professional negotiation is required, explain: A three-year sewer rehabilitation contract was awarded May 2019, so no bidding is required.			

PROJECT INFORMATION			
Project Name:	Lift Station #48 Rehabilitation		
Department/Division:	930 WW Transmission	**Project Manager:**	Mike Bailey
Project Location: Lift Station #48			
Project Description: Rehabilitate deteriorated sewer lift station wet well, abandon dry well, and install submersible pumps.			
Purpose or Need for Project: Existing lift station is deteriorated to the point of requiring significant rehabilitation.			
Grant Information/Funding Overview: Project to be funded by Water & Sewer rate revenue. Total project cost is $750,000, in FY 19, $300,000 has been spent, remaining $450,000 to be spent in FY 20.			
Design Start Fiscal Year	2020	**Construction Start Fiscal Year**	2020
Estimated Cost of Project	$450,000	**Estimated Time to Complete**	6 months after award
Description of Project Cost: Contracted construction cost			
If Project creates unusual manpower requirements, explain: N/A			
If competitive bidding or professional negotiation is required, explain: Project includes construction by outside resources. Bidding will, therefore, be required.			

PROJECT INFORMATION			
Project Name:	Injection Well Rehab/Capacity Increase		
Department/Division:	931 WW Plant	**Project Manager:**	Mike Bailey
Project Location: Wastewater Treatment Plant			
Project Description: Repair and increase capacity of the City's deep injection well.			
Purpose or Need for Project: Deep injection well has developed a defect/leak and must be rehabilitated. Project to also include drilling to deepen well and increase capacity to handle 100% of treated wastewater effluent and water plant concentrate for the foreseeable future.			
Grant Information/Funding Overview: Project to be funded by Water & Sewer rate revenue. Total project cost is $3,000,000, in FY 19, $500,000 has been spent, remaining $2,500,000 to be spent in FY 20.			
Design Start Fiscal Year	FY 19	**Construction Start Fiscal Year**	FY 20
Estimated Cost of Project	$2,500,000	**Estimated Time to Complete**	TBD
Description of Project Cost: N/A			
If Project creates unusual manpower requirements, explain: N/A			
If competitive bidding or professional negotiation is required, explain: Project will require bidding and engineering services during construction.			

PROJECT INFORMATION			
Project Name:	Water Treatment Plant Rehabilitation		
Department/Division:	911 Water Plant	**Project Manager:**	Mike Bailey
Project Location: Water Plant			
Project Description: Replacement of treatment membranes.			
Purpose or Need for Project: Membranes are over 20 years old and have reached the end of their useful lives.			
Grant Information/Funding Overview: Project to be funded by Water & Sewer rate revenue.			
Design Start Fiscal Year	2021	**Construction Start Fiscal Year**	2021
Estimated Cost of Project	$600,000	**Estimated Time to Complete**	TBD
Description of Project Cost: N/A			
If Project creates unusual manpower requirements, explain: N/A			
If competitive bidding or professional negotiation is required, explain: Project will require engineering analysis and selection of membranes, and then bidding for a contract for supply and installation.			

PROJECT INFORMATION			
Project Name:	Gravity Sewer Rehabilitation FY 2021		
Department/Division:	930 WW Transmission	**Project Manager:**	Mike Bailey
Project Location: Gravity sewer mains and manholes through City.			
Project Description: Rehabilitation of gravity sewer mains and manholes via lining and/or smoke testing.			
Purpose or Need for Project: Control and reduce the infiltration and inflow of non-wastewater sources into the sewer system.			
Grant Information/Funding Overview: Project to be funded by Water & Sewer rate revenue.			
Design Start Fiscal Year	2021	**Construction Start Fiscal Year**	2021
Estimated Cost of Project	$300,000	**Estimated Time to Complete**	3 months
Description of Project Cost: Contracted construction cost			
If Project creates unusual manpower requirements, explain: N/A			
If competitive bidding or professional negotiation is required, explain: A three-year sewer rehabilitation contract was awarded May 2019, so no bidding is required.			

PROJECT INFORMATION			
Project Name:	Lift Station #46 Rehabilitation		
Department/Division:	930 WW Transmission	**Project Manager:**	Mike Bailey
Project Location: Lift Station #46			
Project Description: Rehabilitate deteriorated sewer lift station wet well, abandon dry well, and install submersible pumps.			
Purpose or Need for Project: Existing lift station is deteriorated to the point of requiring significant rehabilitation.			
Grant Information/Funding Overview: Project to be funded by Water & Sewer rate revenue.			
Design Start Fiscal Year	2021	**Construction Start Fiscal Year**	2021
Estimated Cost of Project	$200,000	**Estimated Time to Complete**	6 months after award
Description of Project Cost: Contracted construction cost			
If Project creates unusual manpower requirements, explain: N/A			
If competitive bidding or professional negotiation is required, explain: Project includes construction by outside resources. Bidding will, therefore, be required.			

PROJECT INFORMATION			
Project Name:	Force Main re-route to 90 Ave to Repump 55		
Department/Division:	930 WW Transmission	**Project Manager:**	Mike Bailey
Project Location: 90th Avenue, Cooper City, FL			
Project Description: Construct new forcemain to transmit sewer flow from five sewer pump stations to repump station to improve pumping capacity.			
Purpose or Need for Project: Five sewer pumping stations do not have capacity to pump during high flow, high pressure events. An engineering analysis performed in 2018 determined that the most feasible solution is to construct a new force main to transmit flow from these stations to Repump Station 55.			
Grant Information/Funding Overview: Project to be funded by Water & Sewer rate revenue.			
Design Start Fiscal Year	2021	**Construction Start Fiscal Year**	2021
Estimated Cost of Project	$680,000	**Estimated Time to Complete**	TBD
Description of Project Cost: N/A			
If Project creates unusual manpower requirements, explain: N/A			
If competitive bidding or professional negotiation is required, explain: Engineering design and completitive bidding for construction will be required.			

PROJECT INFORMATION			
Project Name:	Replace PVC Schedule 40 WM's Citywide		
Department/Division:	910 Water Dist.	**Project Manager:**	Mike Bailey
Project Location: Water piping throughout the City.			
Project Description: Replace less than one mile of Schedule 40 PVC pipe (not approved water main pipe), at various locations throughout the City, with approved water main quality pipe.			
Purpose or Need for Project: Existing Schedule 40 PVC water mains are not approved watert main quality pipe and needs to be replaced.			
Grant Information/Funding Overview: Project to be funded by Water & Sewer rate revenue.			
Design Start Fiscal Year	2021	**Construction Start Fiscal Year**	2021
Estimated Cost of Project	$500,000	**Estimated Time to Complete**	
Description of Project Cost: N/A			
If Project creates unusual manpower requirements, explain: N/A			
If competitive bidding or professional negotiation is required, explain: Competitive bidding will be required for construction contract			

PROJECT INFORMATION			
Project Name:	Water Treatment Plant Rehabilitation		
Department/Division:	911 Water Plant	**Project Manager:**	Mike Bailey
Project Location: Water Plant			
Project Description: Replacement of treatment membranes.			
Purpose or Need for Project: Membranes are over 20 years old and have reached the end of their useful lives.			
Grant Information/Funding Overview: Project to be funded by Water & Sewer rate revenue.			
Design Start Fiscal Year	2022	**Construction Start Fiscal Year**	2022
Estimated Cost of Project	$600,000	**Estimated Time to Complete**	
Description of Project Cost: N/A			
If Project creates unusual manpower requirements, explain: N/A			
If competitive bidding or professional negotiation is required, explain: Project will require engineering analysis and selection of membranes, and then bidding for a contract for supply and installation.			

PROJECT INFORMATION			
Project Name:	Gravity Sewer Rehabilitation FY 2022		
Department/Division:	930 WW Transmission	**Project Manager:**	Mike Bailey
Project Location: Gravity sewer mains and manholes through City.			
Project Description: Rehabilitation of gravity sewer mains and manholes via lining and/or smoke testing.			
Purpose or Need for Project: Control and reduce the infiltration and inflow of non-wastewater sources into the sewer system.			
Grant Information/Funding Overview: Project to be funded by Water & Sewer rate revenue.			
Design Start Fiscal Year	2022	**Construction Start Fiscal Year**	2022
Estimated Cost of Project	$400,000	**Estimated Time to Complete**	3 months
Description of Project Cost: Contracted construction cost			
If Project creates unusual manpower requirements, explain: N/A			
If competitive bidding or professional negotiation is required, explain: A three-year sewer rehabilitation contract was awarded May 2019, so no bidding is required.			

PROJECT INFORMATION			
Project Name:	Lift Station #9 Rehabilitation		
Department/Division:	930 WW Transmission	**Project Manager:**	Mike Bailey
Project Location: Lift Station #9			
Project Description: Rehabilitate deteriorated sewer lift station wet well, abandon dry well, and install submersible pumps.			
Purpose or Need for Project: Existing lift station is deteriorated to the point of requiring significant rehabilitation.			
Grant Information/Funding Overview: Project to be funded by Water & Sewer rate revenue.			
Design Start Fiscal Year	2022	**Construction Start Fiscal Year**	2022
Estimated Cost of Project	$200,000	**Estimated Time to Complete**	6 months after award
Description of Project Cost: Contracted construction cost			
If Project creates unusual manpower requirements, explain: N/A			
If competitive bidding or professional negotiation is required, explain: Project includes construction by outside resources. Bidding will, therefore, be required.			

PROJECT INFORMATION			
Project Name:	Lift Station #55 Rehabilitation		
Department/Division:	930 WW Transmission	**Project Manager:**	Mike Bailey
Project Location: Lift Station #55			
Project Description: Rehabilitate deteriorated sewer lift station wet well, abandon dry well, and install submersible pumps.			
Purpose or Need for Project: Existing lift station is deteriorated to the point of requiring significant rehabilitation.			
Grant Information/Funding Overview: Project to be funded by Water & Sewer rate revenue.			
Design Start Fiscal Year	2022	**Construction Start Fiscal Year**	2022
Estimated Cost of Project	$200,000	**Estimated Time to Complete**	6 months after award
Description of Project Cost: Contracted construction cost			
If Project creates unusual manpower requirements, explain: N/A			
If competitive bidding or professional negotiation is required, explain: Project includes construction by outside resources. Bidding will, therefore, be required.			

PROJECT INFORMATION			
Project Name:	Lift Station #5 Rehabilitation		
Department/Division:	930 WW Transmission	**Project Manager:**	Mike Bailey
Project Location: Lift Station #5			
Project Description: Rehabilitate deteriorated sewer lift station wet well, abandon dry well, and install submersible pumps.			
Purpose or Need for Project: Existing lift station is deteriorated to the point of requiring significant rehabilitation.			
Grant Information/Funding Overview: Project to be funded by Water & Sewer rate revenue.			
Design Start Fiscal Year	2022	**Construction Start Fiscal Year**	2022
Estimated Cost of Project	$200,000	**Estimated Time to Complete**	6 months after award
Description of Project Cost: Contracted construction cost			
If Project creates unusual manpower requirements, explain: N/A			
If competitive bidding or professional negotiation is required, explain: Project includes construction by outside resources. Bidding will, therefore, be required.			

PROJECT INFORMATION			
Project Name:	Stabilization Program		
Department/Division:	931 WW Plant	**Project Manager:**	Mike Bailey
Project Location: Wastewater Plant			
Project Description: Replace deteriorating components of WWTP.			
Purpose or Need for Project: Metal components of WWTP deteriorate over time due to exposure to corrosive environment/conditions.			
Grant Information/Funding Overview: Project to be funded by Water & Sewer rate revenue.			
Design Start Fiscal Year	2022	**Construction Start Fiscal Year**	2022
Estimated Cost of Project	$250,000	**Estimated Time to Complete**	TBD
Description of Project Cost: Contracted construction cost			
If Project creates unusual manpower requirements, explain: N/A			
If competitive bidding or professional negotiation is required, explain: Project includes construction by outside resources. Bidding will, therefore, be required.			

PROJECT INFORMATION			
Project Name:	Gravity Sewer Rehabilitation FY 2023		
Department/Division:	930 WW Transmission	**Project Manager:**	Mike Bailey
Project Location: Gravity sewer mains and manholes through City.			
Project Description: Rehabilitation of gravity sewer mains and manholes via lining and/or smoke testing.			
Purpose or Need for Project: Control and reduce the infiltration and inflow of non-wastewater sources into the sewer system.			
Grant Information/Funding Overview: Project to be funded by Water & Sewer rate revenue.			
Design Start Fiscal Year	2023	**Construction Start Fiscal Year**	2023
Estimated Cost of Project	$400,000	**Estimated Time to Complete**	3 months
Description of Project Cost: Contracted construction cost			
If Project creates unusual manpower requirements, explain: N/A			
If competitive bidding or professional negotiation is required, explain: A three-year sewer rehabilitation contract was awarded May 2019, so no bidding is required.			

PROJECT INFORMATION			
Project Name:	Lift Station #18 Rehabilitation		
Department/Division:	930 WW Transmission	**Project Manager:**	Mike Bailey
Project Location: Lift Station #18			
Project Description: Rehabilitate deteriorated sewer lift station wet well, abandon dry well, and install submersible pumps.			
Purpose or Need for Project: Existing lift station is deteriorated to the point of requiring significant rehabilitation.			
Grant Information/Funding Overview: Project to be funded by Water & Sewer rate revenue.			
Design Start Fiscal Year	2023	**Construction Start Fiscal Year**	2023
Estimated Cost of Project	$200,000	**Estimated Time to Complete**	6 months after award
Description of Project Cost: Contracted construction cost			
If Project creates unusual manpower requirements, explain: N/A			
If competitive bidding or professional negotiation is required, explain: Project includes construction by outside resources. Bidding will, therefore, be required.			

PROJECT INFORMATION			
Project Name:	Lift Station #23 Rehabilitation		
Department/Division:	930 WW Transmission	**Project Manager:**	Mike Bailey
Project Location: Lift Station #23			
Project Description: Rehabilitate deteriorated sewer lift station wet well, abandon dry well, and install submersible pumps.			
Purpose or Need for Project: Existing lift station is deteriorated to the point of requiring significant rehabilitation.			
Grant Information/Funding Overview: Project to be funded by Water & Sewer rate revenue.			
Design Start Fiscal Year	2023	**Construction Start Fiscal Year**	2023
Estimated Cost of Project	$100,000	**Estimated Time to Complete**	6 months after award
Description of Project Cost: Contracted construction cost			
If Project creates unusual manpower requirements, explain: N/A			
If competitive bidding or professional negotiation is required, explain: Project includes construction by outside resources. Bidding will, therefore, be required.			

PROJECT INFORMATION			
Project Name:	Lift Station #20 Rehabilitation		
Department/Division:	930 WW Transmission	**Project Manager:**	Mike Bailey
Project Location: Lift Station #20			
Project Description: Rehabilitate deteriorated sewer lift station wet well, abandon dry well, and install submersible pumps.			
Purpose or Need for Project: Existing lift station is deteriorated to the point of requiring significant rehabilitation.			
Grant Information/Funding Overview: Project to be funded by Water & Sewer rate revenue.			
Design Start Fiscal Year	2023	**Construction Start Fiscal Year**	2023
Estimated Cost of Project	$200,000	**Estimated Time to Complete**	6 months after award
Description of Project Cost: Contracted construction cost			
If Project creates unusual manpower requirements, explain: N/A			
If competitive bidding or professional negotiation is required, explain: Project includes construction by outside resources. Bidding will, therefore, be required.			

PROJECT INFORMATION			
Project Name:	Stabilization Program		
Department/Division:	931 WW Plant	**Project Manager:**	Mike Bailey
Project Location: Wastewater Plant			
Project Description: Replace deteriorating components of WWTP.			
Purpose or Need for Project: Metal components of WWTP deteriorate over time due to exposure to corrosive environment/conditions.			
Grant Information/Funding Overview: Project to be funded by Water & Sewer rate revenue.			
Design Start Fiscal Year	2023	**Construction Start Fiscal Year**	2024
Estimated Cost of Project	$250,000	**Estimated Time to Complete**	TBD
Description of Project Cost: Contracted construction cost			
If Project creates unusual manpower requirements, explain: N/A			
If competitive bidding or professional negotiation is required, explain: Project includes construction by outside resources. Bidding will, therefore, be required.			

PROJECT INFORMATION			
Project Name:	WWTP Headworks		
Department/Division:	931 WW Plant	**Project Manager:**	Mike Bailey
Project Location: Wastewater Plant			
Project Description: Construct pre-treatment facility at wastewater treatment plant to remove debris and grit, and provide improved odor control.			
Purpose or Need for Project: Current facilities do not include pre-treatment, allowing debris to travel through the treatment plants reduce treatment efficiency and damage components.			
Grant Information/Funding Overview: Project to be funded by Water & Sewer rate revenue.			
Design Start Fiscal Year	2023	**Construction Start Fiscal Year**	2024
Estimated Cost of Project	$2,000,000	**Estimated Time to Complete**	TBD
Description of Project Cost: Contracted construction cost			
If Project creates unusual manpower requirements, explain: N/A			
If competitive bidding or professional negotiation is required, explain: Project includes construction by outside resources. Bidding will, therefore, be required.			

PROJECT INFORMATION			
Project Name:	Gravity Sewer Rehabilitation FY 2024		
Department/Division:	930 WW Transmission	**Project Manager:**	Mike Bailey
Project Location: Gravity sewer mains and manholes through City.			
Project Description: Rehabilitation of gravity sewer mains and manholes via lining and/or smoke testing.			
Purpose or Need for Project: Control and reduce the infiltration and inflow of non-wastewater sources into the sewer system.			
Grant Information/Funding Overview: Project to be funded by Water & Sewer rate revenue.			
Design Start Fiscal Year	2024	**Construction Start Fiscal Year**	2024
Estimated Cost of Project	$400,000	**Estimated Time to Complete**	3 months
Description of Project Cost: Contracted construction cost			
If Project creates unusual manpower requirements, explain: N/A			
If competitive bidding or professional negotiation is required, explain: A three-year sewer rehabilitation contract was awarded May 2019, so no bidding is required.			

PROJECT INFORMATION			
Project Name:	Lift Station #56 Rehabilitation		
Department/Division:	930 WW Transmission	**Project Manager:**	Mike Bailey
Project Location: Lift Station #56			
Project Description: Rehabilitate deteriorated sewer lift station wet well, abandon dry well, and install submersible pumps.			
Purpose or Need for Project: Existing lift station is deteriorated to the point of requiring significant rehabilitation.			
Grant Information/Funding Overview: Project to be funded by Water & Sewer rate revenue.			
Design Start Fiscal Year	2024	**Construction Start Fiscal Year**	2024
Estimated Cost of Project	$600,000	**Estimated Time to Complete**	6 months after award
Description of Project Cost: Contracted construction cost			
If Project creates unusual manpower requirements, explain: N/A			
If competitive bidding or professional negotiation is required, explain: Project includes construction by outside resources. Bidding will, therefore, be required.			

PROJECT INFORMATION			
Project Name:	Lift Station #50 Rehabilitation		
Department/Division:	930 WW Transmission	**Project Manager:**	Mike Bailey
Project Location: Lift Station #50			
Project Description: Rehabilitate deteriorated sewer lift station wet well, abandon dry well, and install submersible pumps.			
Purpose or Need for Project: Existing lift station is deteriorated to the point of requiring significant rehabilitation.			
Grant Information/Funding Overview: Project to be funded by Water & Sewer rate revenue.			
Design Start Fiscal Year	2024	**Construction Start Fiscal Year**	2024
Estimated Cost of Project	$195,000	**Estimated Time to Complete**	6 months after award
Description of Project Cost: Contracted construction cost			
If Project creates unusual manpower requirements, explain: N/A			
If competitive bidding or professional negotiation is required, explain: Project includes construction by outside resources. Bidding will, therefore, be required.			

PROJECT INFORMATION			
Project Name:	Lift Station #51 Rehabilitation		
Department/Division:	930 WW Transmission	**Project Manager:**	Mike Bailey
Project Location: Lift Station #51			
Project Description: Rehabilitate deteriorated sewer lift station wet well, abandon dry well, and install submersible pumps.			
Purpose or Need for Project: Existing lift station is deteriorated to the point of requiring significant rehabilitation.			
Grant Information/Funding Overview: Project to be funded by Water & Sewer rate revenue.			
Design Start Fiscal Year	2024	**Construction Start Fiscal Year**	2024
Estimated Cost of Project	$195,000	**Estimated Time to Complete**	6 months after award
Description of Project Cost: Contracted construction cost			
If Project creates unusual manpower requirements, explain: N/A			
If competitive bidding or professional negotiation is required, explain: Project includes construction by outside resources. Bidding will, therefore, be required.			

PROJECT INFORMATION			
Project Name:	Stabilization Program		
Department/Division:	931 WW Plant	**Project Manager:**	Mike Bailey
Project Location: Wastewater Plant			
Project Description: Replace deteriorating components of WWTP.			
Purpose or Need for Project: Metal components of WWTP deteriorate over time due to exposure to corrosive environment/conditions.			
Grant Information/Funding Overview: Project to be funded by Water & Sewer rate revenue.			
Design Start Fiscal Year		**Construction Start Fiscal Year**	
Estimated Cost of Project	$250,000	**Estimated Time to Complete**	
Description of Project Cost: Contracted construction cost			
If Project creates unusual manpower requirements, explain: N/A			
If competitive bidding or professional negotiation is required, explain: Project includes construction by outside resources. Bidding will, therefore, be required.			

PROJECT INFORMATION			
Project Name:	WWTP Headworks		
Department/Division:	931 WW Plant	**Project Manager:**	Mike Bailey
Project Location: Wastewater Plant			
Project Description: Construct pre-treatment facility at wastewater treatment plant to remove debris and grit, and provide improved odor control.			
Purpose or Need for Project: Current facilities do not include pre-treatment, allowing debris to travel through the treatment plants reduce treatment efficiency and damage components.			
Grant Information/Funding Overview: Project to be funded by Water & Sewer rate revenue.			
Design Start Fiscal Year	2023	**Construction Start Fiscal Year**	2024
Estimated Cost of Project	$2,000,000	**Estimated Time to Complete**	TBD
Description of Project Cost: Contracted construction cost			
If Project creates unusual manpower requirements, explain: N/A			
If competitive bidding or professional negotiation is required, explain: Project includes construction by outside resources. Bidding will, therefore, be required.			

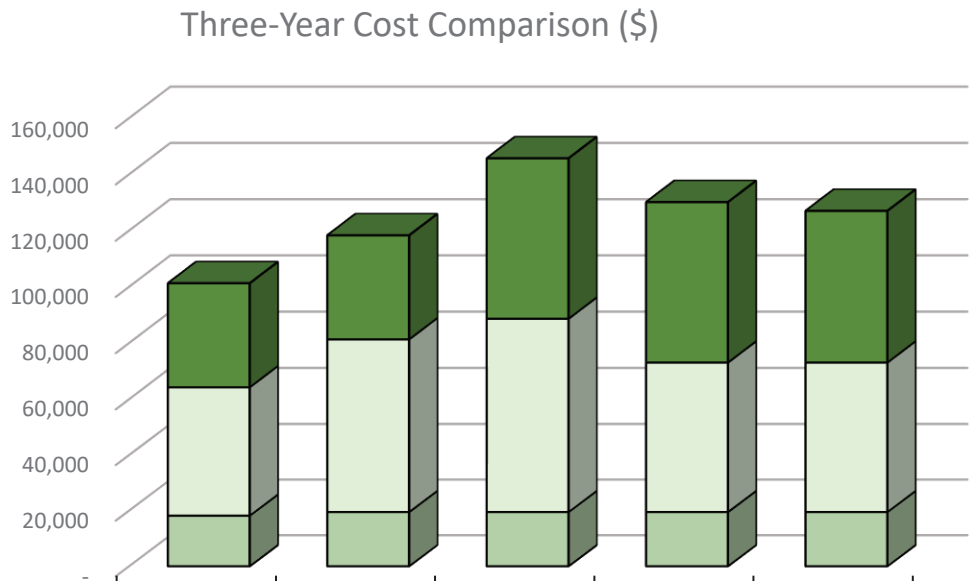
PARKING LOT FUND

PARKING LOT FUND

Mission:

This fund is used to account for the income and expenses of operating the City's two boat and RV storage parking lots.

Budget Summary

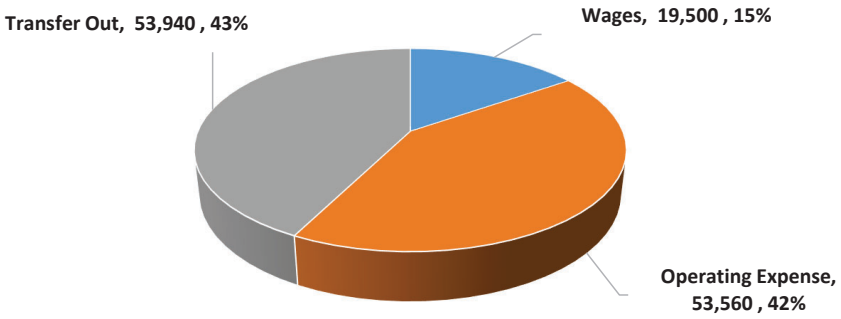


	FY 2018 Actual	FY 2019 Amended	FY 2019 Forecast	FY 2020 Proposed	FY 2020 Adopted
Transfers Out	37,000	37,000	57,059	57,059	53,940
Operating Expenses	46,059	61,800	69,143	53,560	53,560
Personnel Services	18,200	19,500	19,500	19,500	19,500

Parking Lot Fund

$	FY 2018	FY 2019			FY 2020		
	Actuals	Amended Budget	Forecast	Over/ (Under) FY 2019 Budget	Proposed Budget	Adopted Budget	Over/ (Under) FY 2020 Proposed
Revenue							
Charges for Services	122,743	118,100	126,300	8,200	126,000	126,000	-
Interest Income	807	200	1,100	900	1,000	1,000	-
Total Revenue	**123,550**	**118,300**	**127,400**	**9,100**	**127,000**	**127,000**	**-**
Expense							
Wages	18,200	19,500	19,500	-	19,500	19,500	-
Total Personnel Services	**18,200**	**19,500**	**19,500**	**-**	**19,500**	**19,500**	**-**
Operating Expense	46,059	61,800	69,143	7,343	53,560	53,560	-
Total Expense	**46,059**	**61,800**	**69,143**	**7,343**	**53,560**	**53,560**	**-**
Transfer Out	37,000	37,000	57,059	20,059	57,059	53,940	(3,119)
Total Transfer Out	**37,000**	**37,000**	**57,059**	**20,059**	**57,059**	**53,940**	**(3,119)**
Total Expense	**101,259**	**118,300**	**145,702**	**27,402**	**130,119**	**127,000**	**(3,119)**
Over/(Under)	**22,291**	**-**	**(18,302)**	**(18,302)**	**(3,119)**	**-**	**3,119**
Fund Balance							
Opening Balance	30,334	52,625	52,625	-	34,323	34,323	-
Over/(Under)	22,291	-	(18,302)	(18,302)	(3,119)	-	3,119
Closing Balance	52,625	52,625	34,323	(18,302)	31,204	34,323	3,119

Parking Lot Fund Expense by Category FY 2020 ($)



Parking Lot Fund Revenue

$	FY 2018	FY 2019			FY 2020		
	Actuals	Amended Budget	Forecast	Over/ (Under) FY 2019 Budget	Proposed Budget	Adopted Budget	Over/ (Under) FY 2020 Proposed
Charges for Services							
Service Charge-Miscellaneous	1,000	800	1,800	1,000	1,000	1,000	-
Transportation-Parking Facility	121,743	117,300	124,500	7,200	125,000	125,000	-
Total Charges for Services	**122,743**	**118,100**	**126,300**	**8,200**	**126,000**	**126,000**	**-**
Interest Income							
Proprietary-Interest	807	200	1,100	900	1,000	1,000	-
Total Interest Income	**807**	**200**	**1,100**	**900**	**1,000**	**1,000**	**-**
Total Revenue	**123,550**	**118,300**	**127,400**	**9,100**	**127,000**	**127,000**	**-**

Parking Lot Fund Expense

$	FY 2018	FY 2019			FY 2020		
	Actuals	Amended Budget	Forecast	Over/ (Under) FY 2019 Budget	Proposed Budget	Adopted Budget	Over/ (Under) FY 2020 Proposed
Wages							
Salaries - Other	18,200	19,500	19,500	-	19,500	19,500	-
Total Wages	**18,200**	**19,500**	**19,500**	**-**	**19,500**	**19,500**	**-**
Personnel Services	**18,200**	**19,500**	**19,500**	**-**	**19,500**	**19,500**	**-**
Operating Expenses							
Contract Service - Mowing*	5,268	6,240	5,268	(972)	5,500	5,500	-
Contractual Services*	19,950	27,000	19,950	(7,050)	21,000	21,000	-
Utilities - Telephone & Internet	4,646	3,560	3,560	-	4,560	4,560	-
Utilities - Electricity	2,395	3,000	2,400	(600)	2,500	2,500	-
Repairs - Building & Property*	660	5,000	24,000	19,000	5,000	5,000	-
Maintenance - Contracts*	12,465	15,000	12,465	(2,535)	13,000	13,000	-
Supplies - Office*	674	1,000	1,000	-	1,000	1,000	-
Supplies - Special*	-	1,000	500	(500)	1,000	1,000	-
Operating Expenses	**46,059**	**61,800**	**69,143**	**7,343**	**53,560**	**53,560**	**-**
Transfers Out							
Enterprise Transfer to General	37,000	37,000	57,059	20,059	57,059	53,940	(3,119)
Transfers Out	**37,000**	**37,000**	**57,059**	**20,059**	**57,059**	**53,940**	**(3,119)**
Parking Lot Expense Total	**101,259**	**118,300**	**145,702**	**27,402**	**130,119**	**127,000**	**(3,119)**

*Related footnote on following page

Parking Facilities - Footnote Detail

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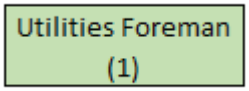
Account Name	Footnote Detail	FY 2020 Proposed Budget	FY 2020 Adopted Budget
Contract Service - Mowing	Maintaining green space (East & West lots)	5,500	5,500
Contractual Services	Video monitoring	21,000	21,000
Repairs - Building & Property	Electronic gates	5,000	5,000
Maintenance - Contracts	Electronic gates	13,000	13,000
	Surveillance cameras		
Supplies - Office	Items necessary to maintain accounting records	1,000	1,000
Supplies - Special	Maintenance supplies	1,000	1,000

STORMWATER FUND

STORMWATER FUND

Mission:

To provide excellent storm water management service at a competitive price.



FY 2019 Year to Date Accomplishments:

- Achieved 85% completion of the Natalie's Cove/Flamingo Townhomes Drainage Improvement Project, with substantial completion anticipated by late June 2019.
- Replaced four deteriorated storm drain outfalls in the Rock Creek neighborhood.

Goals for FY 2020:

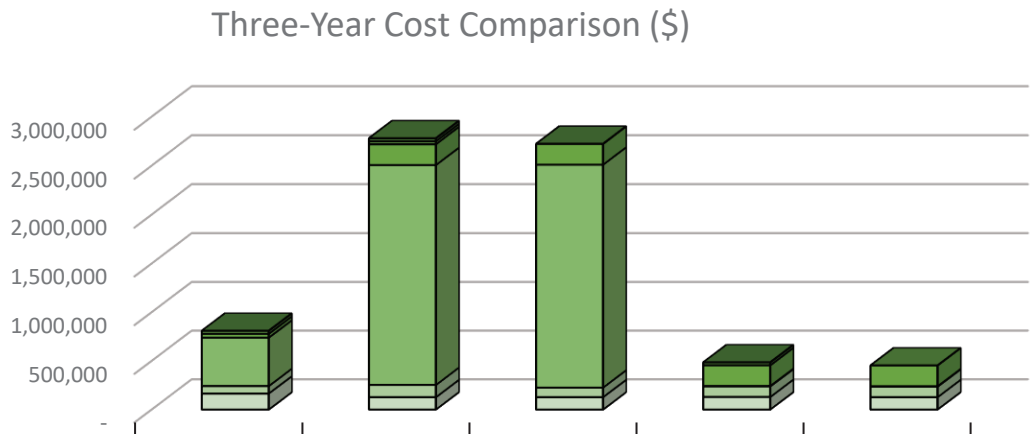
- Clean approximately 20% of the City's storm drain system in FY 20.

Performance Measures:

PERFORMANCE MEASURE	INDICATOR	FY 2019 RESULTS	FY 2020 TARGET
Stormwater National Pollutant Discharge System (NPDES) Compliance Rate	Percentage of time each year that the stormwater utility meets all of the regulatory standards for stormwater management.	100%	100%
Stormwater Catch Basins inspected & cleaned	Number of basins inspected & cleaned	600	600
Drainage piping cleaned	Feet of drainage piping cleaned	55,000	55,000

STORMWATER FUND (CONTINUED)

Budget Summary



	FY 2018 Actual	FY 2019 Amended	FY 2019 Forecast	FY 2020 Proposed	FY 2020 Adopted
Contingency	-	30,000	-	30,000	
Transfer Out	30,330	30,300	-	-	-
Debt Service	39,595	212,600	212,556	212,556	212,556
Departmental Capital	496,949	2,253,076	2,284,356	5,000	5,000
Operating Expenses	77,253	125,876	98,100	107,600	107,600
Personnel Services	164,220	127,090	127,012	129,376	127,227

Position Listing

Position Summary								
	FY 2018		FY 2019		FY 2020 Proposed		FY 2020 Adopted	
Full Time (FT)/Other	**FT**	**Other**	**FT**	**Other**	**FT**	**Other**	**FT**	**Other**
Utilities Foreman	1	–	1	–	1	–	1	–
Total	**1**	**–**	**1**	**–**	**1**	**–**	**1**	**–**
Full-Time Equivalent	**1.0**	**–**	**1.0**	**–**	**1.0**	**–**	**1.0**	**–**

STORMWATER DEBT SERVICE

Purpose: To provide for the repayment of government debt, collateralized by the full faith and credit of the City's taxing authority. The City has no legal debt limits. The City's projected outstanding debt as of September 30, 2019 is approximately $1.5 million. The outstanding debt consists of a Stormwater Note Payable.

Debt Appropriation by Fund Fiscal Year 2020				
Fund	**Type of Debt**	**Principal**	**Interest**	**Total**
Stormwater Fund	Notes Payable	$ 176,851	$ 35,705	$ 212,556
All Funds Total		$ 176,851	$ 35,705	$ 212,556

STORMWATER FUND

The Stormwater department is used to budget for principal and interest payments of the Stormwater Notes Payable entered into by the City in April, 2017. The Notes Payable was issued to finance improvements to the City's stormwater management utility system.

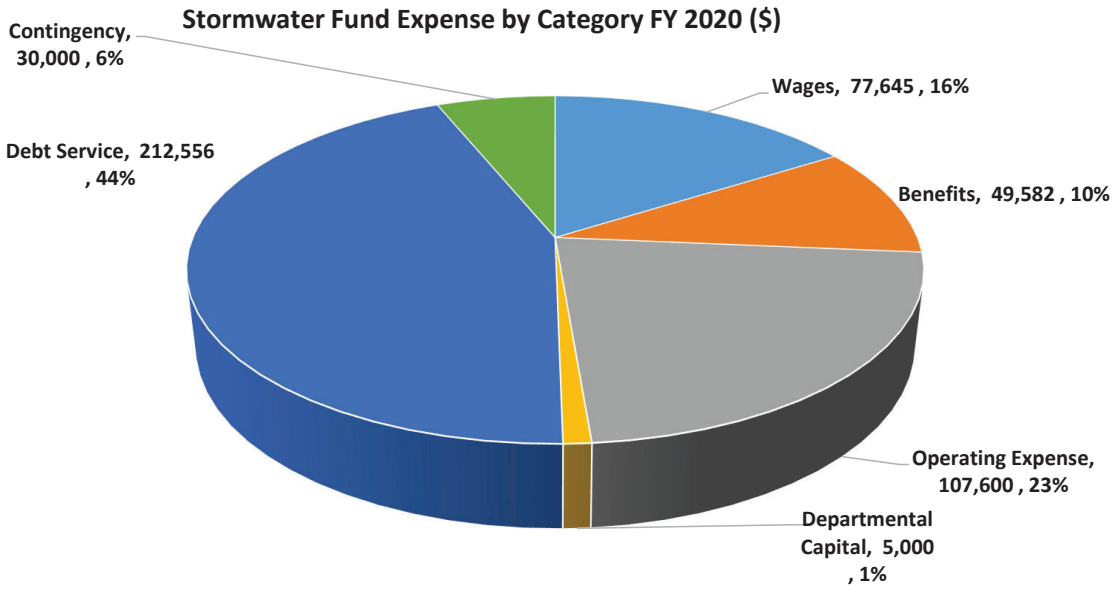
The tables below show a five-year breakdown of the payment schedule for the City's stormwater debt service including the purpose and amount of the issue, interest rate, and maturity date.

DEBT SERVICE SUMMARY					
	FY 2020	**FY 2021**	**FY 2022**	**FY 2023**	**FY 2023**
Principal	$ 176,851	$ 185,041	$ 189,278	$ 193,611	$ 192,518
Interest	35,705	27,515	23,278	18,945	20,038
Stormwater Notes Payable	**$ 212,556**	**$ 212,556**	**$ 212,556**	**$ 212,556**	**$ 212,556**
Total Payments	**$ 212,556**	**$ 212,556**	**$ 212,556**	**$ 212,556**	**$ 212,556**

Debt Type	Purpose of Issue	Amount of Issue	Interest Rate	Maturity Date
Stormwater Notes Payable	Improvements to the City's stormwater management utility system.	$ 1,900,000	2.27%	April 1, 2027

Stormwater Fund

$	FY 2018	FY 2019			FY 2020		
	Actuals	Amended Budget	Forecast	Over/ (Under) FY 2019 Budget	Proposed Budget	Adopted Budget	Over/ (Under) FY 2020 Proposed
Funding							
Charges for Services	310,511	319,000	312,600	(6,400)	600,000	600,000	-
Grants	220,137	-	279,860	279,860	-	-	-
Interest Income	23,349	9,100	25,000	15,900	-	-	-
Total Revenue	**553,997**	**328,100**	**617,460**	**289,360**	**600,000**	**600,000**	**-**
Transfer In	77,000	-	-	-	-	-	-
Total Transfer In	**77,000**	**-**	**-**	**-**	**-**	**-**	**-**
Total Funding	**630,997**	**328,100**	**617,460**	**289,360**	**600,000**	**600,000**	**-**
Expense							
Wages	82,008	79,360	78,373	(987)	78,383	77,645	(738)
Benefits	82,212	47,730	48,639	909	50,993	49,582	(1,411)
Total Personnel Services	**164,220**	**127,090**	**127,012**	**(78)**	**129,376**	**127,227**	**(2,149)**
Operating Expense	77,253	125,876	98,100	(27,776)	107,600	107,600	-
Departmental Capital	496,949	2,253,076	2,284,356	31,280	5,000	5,000	-
Debt Service	39,595	212,600	212,556	(44)	212,556	212,556	-
Transfer Out	30,330	30,300	-	(30,300)	-	-	-
Contingency	-	30,000	-	(30,000)	30,000	30,000	-
Total Expense	**808,347**	**2,778,942**	**2,722,024**	**(56,918)**	**484,532**	**482,383**	**(2,149)**
Over/(Under)	**(177,351)**	**(2,450,842)**	**(2,104,564)**	**346,278**	**115,468**	**117,617**	**2,149**
Fund Balance							
Opening Balance	2,012,851	1,922,011	1,922,011	-	(182,553)	(182,553)	-
Over/(Under)	(90,840)	(2,450,842)	(2,104,564)	346,278	115,468	117,617	2,149
Closing Balance	1,922,011	(528,831)	(182,553)	346,278	(67,085)	(64,936)	2,149



Stormwater Fund Revenue

$	FY 2018	FY 2019			FY 2020		
	Actuals	Amended Budget	Forecast	Over/ (Under) FY 2019 Budget	Proposed Budget	Adopted Budget	Over/ (Under) FY 2020 Proposed
Charges for Services							
Service Charge-Storm Water	310,511	319,000	312,600	(6,400)	600,000	600,000	-
Total Charges for Services	**310,511**	**319,000**	**312,600**	**(6,400)**	**600,000**	**600,000**	**-**
Grants							
State of Fl -Dept. of Environ. Protection	220,137	-	279,860	279,860	-	-	-
Total Grants	**220,137**	**-**	**279,860**	**279,860**	**-**	**-**	**-**
Interest Income							
Proprietary-Interest	23,349	9,100	25,000	15,900	-	-	-
Total Interest Income	**23,349**	**9,100**	**25,000**	**15,900**	**-**	**-**	**-**
Total Revenue	**553,997**	**328,100**	**617,460**	**289,360**	**600,000**	**600,000**	**-**

Stormwater Fund Expense

$	FY 2018	FY 2019			FY 2020		
	Actuals	Amended Budget	Forecast	Over/ (Under) FY 2019 Budget	Proposed Budget	Adopted Budget	Over/ (Under) FY 2020 Proposed
Wages							
Salaries - Regular	78,379	76,410	75,423	(987)	75,463	74,725	(738)
Salaries - Overtime	3,192	2,530	2,530	-	2,500	2,500	-
Special Pay - Cell Phone	436	420	420	-	420	420	-
Total Wages	**82,008**	**79,360**	**78,373**	**(987)**	**78,383**	**77,645**	**(738)**
Benefits							
Benefits - FICA	5,994	5,850	5,996	146	5,996	5,940	(56)
Benefits - Retirement	52,750	18,040	19,844	1,804	20,149	20,616	467
Benefits - Group Insurance	21,909	22,150	21,121	(1,029)	23,169	21,897	(1,272)
Benefits - Workers Compensation	1,559	1,690	1,678	(12)	1,679	1,129	(550)
Total Benefits	**82,212**	**47,730**	**48,639**	**909**	**50,993**	**49,582**	**(1,411)**
Personnel Services	**164,220**	**127,090**	**127,012**	**(78)**	**129,376**	**127,227**	**(2,149)**
Operating Expenses							
Professional Services - Miscellaneous*	4,042	33,276	14,500	(18,776)	20,000	20,000	-
Contractual Services*	63,014	65,000	60,000	(5,000)	60,000	60,000	-
Education & Registration*	-	200	200	-	200	200	-
Dues & Memberships	-	1,500	-	(1,500)	1,500	1,500	-
Repairs - Vehicle*	159	800	600	(200)	800	800	-
Repairs - Road & Drainage*	5,931	20,000	18,000	(2,000)	20,000	20,000	-
Supplies - Landscaping*	979	2,000	2,000	-	2,000	2,000	-
Supplies - Safety Equipment*	692	500	500	-	500	500	-
Supplies - Minor Tools*	994	1,000	1,000	-	1,000	1,000	-
Supplies - Gas & Oil*	1,442	1,600	1,300	(300)	1,600	1,600	-
Operating Expenses	**77,253**	**125,876**	**98,100**	**(27,776)**	**107,600**	**107,600**	**-**
Departmental Capital							
Improvements - Storm Water Drainage	496,949	2,248,076	2,248,080	4	-	-	-
Equipment & Machinery - Equipment	-	5,000	5,000	-	5,000	5,000	-
Equipment & Machinery - Software Programs	-	-	31,276	31,276	-	-	-
Departmental Capital	**496,949**	**2,253,076**	**2,284,356**	**31,280**	**5,000**	**5,000**	**-**
Debt Service							
Debt Service Principal - Storm Water	-	172,900	176,851	3,951	176,851	176,851	-
Debt Service Interest - Storm Water	39,595	39,700	35,705	(3,995)	35,705	35,705	-
Debt Service	**39,595**	**212,600**	**212,556**	**(44)**	**212,556**	**212,556**	**-**
Transfer Out							
Transfer Out	30,330	30,300	-	(30,300)	-	-	-
Transfer Out	**30,330**	**30,300**	**-**	**(30,300)**	**-**	**-**	**-**

Stormwater Fund Expense

$	FY 2018	FY 2019			FY 2020		
	Actuals	Amended Budget	Forecast	Over/ (Under) FY 2019 Budget	Proposed Budget	Adopted Budget	Over/ (Under) FY 2020 Proposed
Contingency							
Contingency	-	30,000	-	(30,000)	30,000	30,000	-
Contingency	**-**	**30,000**	**-**	**(30,000)**	**30,000**	**30,000**	**-**
Stormwater Total	**808,347**	**2,778,942**	**2,722,024**	**(56,918)**	**484,532**	**482,383**	**(2,149)**

*Related footnote on following page

Stormwater - Footnote Detail

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Account Name	Footnote Detail	FY 2020 Proposed Budget	FY 2020 Adopted Budget
Professional Services - Miscellaneous	Stormwater Assessment program to allow City to maintain output of drainage system to determine effectiveness of stormwater management plan and practices	20,000	20,000
Contractual Services	Storm Drain System - Maintenance & Clean Out	57,000	57,000
	Lake Shoreline Maintenance	3,000	3,000
	Total	**60,000**	**60,000**
Education & Registration	For Water Distribution licensing	200	200
Repairs - Vehicle	Normal fleet repairs	800	800
Repairs - Road & Drainage	Asphalt/site restoration	20,000	20,000
	Storm Drains (on as-needed/emergency basis)		
Supplies - Landscaping	On-site restorations	2,000	2,000
Supplies - Safety Equipment	Barricades	500	500
	Safety shoes		
	Traffic cones		
Supplies - Minor Tools	Tools < $1,000	1,000	1,000
Supplies - Gas & Oil	Unleaded & diesel fuel	1,600	1,600

FY 2021
OUTLOOK



FY 2021 OUTLOOK

A FY 2021 outlook has been prepared to provide an initial assessment of issues the City most likely will be facing in FY 2021. This outlook is not part of the budget adoption process and is not a preliminary commitment in regard to FY 2021 performance. It is provided for information, discussion and the possible influence it may have on decisions to be made in regard to the proposed FY 2020 budget.

The following assumptions have been incorporated into the FY 2021 outlook:

- Tax base growth declines from 4.4% to 4.0%
- No change in millage rate
- $160,000 fire assessment revenue improvement from fire assessment study
- No other major revenue initiatives
- No change in staffing levels
- Modified compensation plan – 1% COLA / Up to 3% merit increase
- Continuation of the preliminary FY 2020 benefits plan, including employee contribution percentages.
- Tight cost controls
- Small General Fund CIP plan ($264,500)
- Reduction in Road & Bridge expenditure from $1.6 million (FY 2020) to $1.3 million (FY 2021)
- BSO Contract +5%
- New stormwater rates in FY 2020
- Water rates increased at CPI + 2%

Following is a brief summary for each fund, followed by schedules providing additional details for each fund.

General Fund

In FY 2020, the General Fund added $45,689 to fund balance. This resulted in a fund balance of $6.06 million, at the fund balance policy minimum requirement, although possibly subject to downward revision depending on decisions made on uncollected EMS charges. For FY 2021, BSO cost pressures continues to be challenging. The above assumptions result in a very minimal additional fund balance increase of $1,536 for FY 2021. Although revenue increases by $1.45 million, expenditures increase by $3.07 million with nearly $2.25 million of this growth (70%) attributable to BSO. Although FY 2022 wasn't evaluated, it is clear that a continuation of the above assumptions and trends would result in a requirement to utilize fund balance then.

Note must be given to two potential funding sources not incorporated into the FY 2021 outlook. It is believed that by FY 2021 the Broward Metropolitan Planning Organization (MPO) will begin to make funding available. This could allow additional Road & Bridge projects to be undertaken while simultaneously taking pressure off the General Fund to provide funding to this fund. Additionally, it is believed that by FY 2021, the City will begin to receive FEMA Hurricane Irma-related reimbursement of some portion of the potentially $3.0 million for which it may be eligible. Although it has been indicated that these funds might be excluded in measuring the City's adherence to the City's fund balance policy, these additional funds would be available in the event of a major storm or other major disruptive event.

FY 2021 OUTLOOK (CONTINUED)

General Fund CIP Fund

Capital projects have been constrained to a very low level ($264,500) in FY 2021 as they were in FY 2020 to lessen the pressure on the General Fund fund balance. No grant opportunities for FY 2021 projects have been identified.

Building Fund

It has been assumed the construction and renovation environment remains similar to current conditions with a modest growth in FY 2021 revenue. The outlook assumes that this fund's revenue will exceed its expenditures before consideration of transfers-out to the General Fund, but not sufficiently so to permit the full transfer to the General Fund identified in the FY 2017 cost-allocation study ($339,292). The outlook assumes that $241,017 will be transferred out. If there is a shortfall in the anticipated revenue, this will result in a dollar-for-dollar reduction in the transfer-out to the General Fund, adversely impacting the tentative General Fund breakeven scenario previously discussed.

Road & Bridge Fund

For FY 2021 it has been assumed an expenditure level of $1.35 million in projects, in line with recent history, but lower than the $1.61 million level forecasted for FY 2019 and budgeted for FY 2020. As noted previously, the possible availability of Broward MPO funds may permit additional projects while lessening the burden on the General Fund to fund these projects. The discretionary nature of much of the work undertaken in this fund allows some flexibility in matching the work to be undertaken to the available funding.

Police Confiscation Fund

This fund can only spend funds received from lawful seizures and forfeitures, and these funds can only be spent on a narrow range of policing equipment and services. As such, it can neither contribute to the General Fund nor be dependent on the General Fund for funding, and consequently has no impact on the City's fiscal health. Low levels of funding and expenditures are again incorporated into the FY 2021 outlook.

Water and Sewer Utility Fund

Major expenditures in FY 2020 to fund $4.65 million of capital projects do not require the use of fund balance, and the fund contributes approximately $17,000 to the fund balance. With the ordinance-driven annual price increase (CPI) and a reduced schedule of capital projects to be funded, the FY 2021 outlook indicates a $0.76 million increase to fund balance, increasing it to a healthy $4.93 million.

Water and Sewer Utility Fund CIP Fund

After major investments in FY 2020, primarily for the deep injection well project and a new water storage tank, the FY 2021 CIP plan calls for a lower level of spending ($2.08 million) spread over four projects. As discussed above, this reduces the funding pressure on the Water and Sewer fund, allowing the previously noted restoration of fund balance.

FY 2021 OUTLOOK (CONTINUED)

Parking (Storage) Lot Fund

Barring the unforeseen, such as the storm damage which occurred this year, this fund generates sufficient funds each year to cover normal operating costs as well as transfer funds to the General Fund. The cost-allocation plan shows a transfer from the this fund to the General Fund of $57,059, however, in FY 2020 the transfer is only budgeted to be $53,049. In FY 2021, this fund will be able to transfer the full amount per the cost-allocation study. It should be noted that the net postion for this fund is healthy enough that it could absorb another extraordinary incident such as this year's storm damage, and still be able to continue and increase the annual transfer to the General Fund. The FY 2021 outlook anticipates a continuation of the revenue – expenditure relationship with the standard transfer to the General Fund.

Stormwater Fund

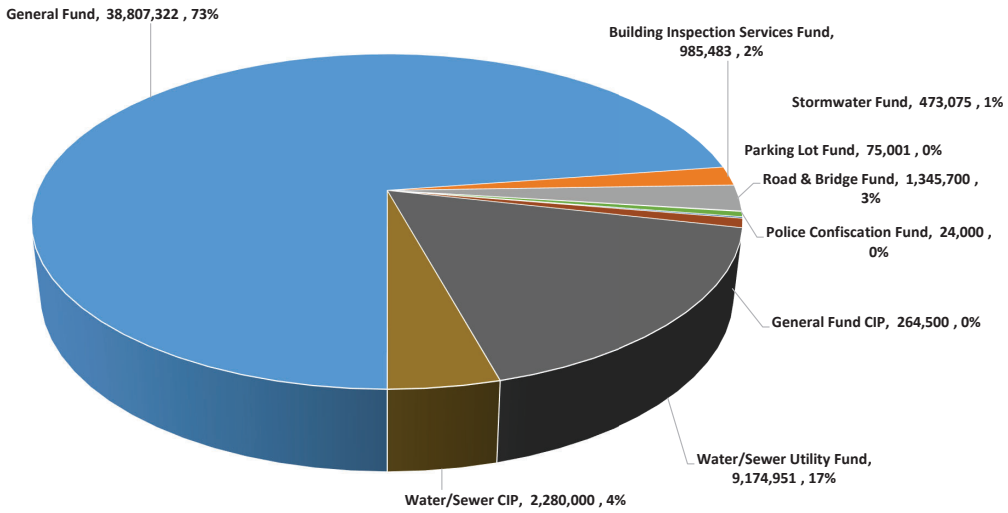
The current stormwater rates are insufficient to meet the operating and debt service expenses of this fund and a rate study will be done later in the year to establish rates sufficient to cover these expenditures. It is assumed that this fund will have a slightly negative fund balance at the end of FY 2019, but will recover by the end of FY 2021 once the new rates have been in effect for nearly two years. The cost-allocation study indicates this fund should transfer $20,593 to the General Fund annually, but due to the current constraints, this will not occur until FY 2021.

Following are schedules providing high level details of each of the City funds.

Citywide Revenue & Expenditure/Expense

$	FY 2020			FY 2021	
	Proposed Budget	Adopted Budget	Over/ (Under) FY 2020 Proposed	Outlook	Over/ (Under) FY 2020 Final Budget
Revenue					
General Fund	36,767,896	36,509,328	(258,568)	37,961,850	1,452,522
Building Inspection Services Fund	1,102,000	1,218,163	116,163	1,226,500	8,337
Road & Bridge Fund	940,000	911,302	(28,698)	952,000	40,698
Police Confiscation Fund	26,000	26,000	-	24,000	(2,000)
Debt Service Fund	-	-	-	-	-
General Fund CIP	202,250	202,250	-	20,000	(182,250)
Total Governmental Funds	**39,038,146**	**38,867,043**	**(171,103)**	**40,184,350**	**1,317,307**
Parking Lot Fund	127,000	127,000	-	127,000	-
Stormwater Fund	600,000	600,000	-	600,000	-
Water/Sewer Utility Fund	12,895,728	12,895,728	-	13,145,874	250,146
Water/Sewer CIP	27,000	27,000	-	25,000	(2,000)
Total Proprietary Funds	**13,649,728**	**13,649,728**	**-**	**13,897,874**	**248,146**
Total All Funds	**52,687,874**	**52,516,771**	**(171,103)**	**54,082,225**	**1,565,454**
Total Transfers In	**7,148,366**	**6,159,261**	**(989,105)**	**5,014,154**	**(1,145,107)**
Total Funding	**59,836,240**	**58,676,032**	**(1,160,208)**	**59,096,378**	**420,346**
Expenditure					
General Fund	37,088,776	35,585,078	(1,503,698)	38,807,322	3,222,244
Building Inspection Services Fund	946,460	931,787	(14,673)	985,483	53,696
Road & Bridge Fund	1,618,000	1,618,000	-	1,345,700	(272,300)
Police Confiscation Fund	31,000	26,000	(5,000)	24,000	(2,000)
Debt Service Fund	-	-	-	-	-
General Fund CIP	448,000	288,000	(160,000)	264,500	(23,500)
Total Governmental Funds	**40,132,236**	**38,448,865**	**(1,683,371)**	**41,427,005**	**2,978,140**
Parking Lot Fund	73,060	73,060	-	75,001	1,941
Stormwater Fund	484,532	482,383	(2,149)	473,075	(9,308)
Water/Sewer Utility Fund	9,228,666	8,670,627	(558,039)	9,174,951	504,324
Water/Sewer CIP	4,850,000	4,650,000	(200,000)	2,280,000	(2,370,000)
Total Proprietary Funds	**14,636,258**	**13,876,070**	**(760,188)**	**12,003,028**	**(1,873,042)**
Total All Funds	**54,768,494**	**52,324,935**	**(2,443,559)**	**53,430,032**	**1,105,097**
Total Transfers Out	**7,148,366**	**6,159,261**	**(989,105)**	**5,014,154**	**(1,145,107)**
Total Expenditure/Expense	**61,916,860**	**58,484,196**	**(3,432,664)**	**58,444,186**	**(40,010)**
Over/(Under)	**(2,080,620)**	**191,836**	**2,272,456**	**652,192**	**460,356**
Total Expenditure/Expense	**59,836,240**	**58,676,032**	**(1,160,208)**	**59,096,378**	**420,346**

Citywide Expenditure/Expense by Fund Excluding Transfers Out FY 2021 ($)



General Fund Revenue & Expenditure

$	FY 2020			FY 2021	
	Proposed Budget	Adopted Budget	Over/ (Under) FY 2020 Proposed	Outlook	Over/ (Under) FY 2020 Final Budget
Funding					
Revenue	36,767,896	36,509,328	(258,568)	37,961,850	1,452,522
Transfer In					
Building Inspection Svcs. Fund	214,188	275,000	60,812	241,017	(33,983)
Parking Lot Fund	57,059	53,940	(3,119)	57,059	3,119
Stormwater Fund	-	-	-	30,330	30,330
Water/Sewer Utility Fund	1,574,675	-	(1,574,675)	1,574,675	1,574,675
Total Funding	**38,613,818**	**36,838,268**	**(1,775,550)**	**39,864,931**	**3,026,663**
Expenditure					
Wages	4,246,411	4,074,510	(171,901)	4,393,974	319,464
Benefits	2,961,023	2,750,485	(210,538)	3,130,535	380,050
Total Personnel Services	**7,207,434**	**6,824,995**	**(382,439)**	**7,524,510**	**699,515**
Operating Expenditure	2,924,593	2,834,275	(90,318)	3,030,750	196,475
Departmental Capital	18,500	6,700	(11,800)	46,900	40,200
Hurricane Expense	-	-	-	-	-
Broward Sheriff's Office (Contract)	26,638,249	25,652,221	(986,028)	27,905,161	2,252,940
Interfund Loan Payment	414,873	414,873	-	414,873	-
Contingency	300,000	266,887	(33,113)	300,000	33,113
Transfer Out					-
Road & Bridge Fund	632,235	706,698	74,463	393,700	(312,998)
General Fund CIP	208,635	85,750	(122,885)	247,500	161,750
					-
Total Expenditure	**38,344,519**	**36,792,399**	**(1,552,120)**	**39,863,395**	**3,070,996**
Over/(Under)	**269,299**	**45,869**	**(223,430)**	**1,536**	**(44,333)**
Fund Balance					
Opening Balance	6,018,674	6,018,674	-	6,064,543	45,869
Over/(Under)	269,299	45,869	(223,430)	1,536	(44,333)
Closing Balance	6,287,114	6,064,543	(222,570)	6,066,080	1,536

General Fund Capital Projects Fund

$	FY 2020			FY 2021	
	Proposed Budget	Adopted Budget	Over/ (Under) FY 2020 Proposed	Outlook	Over/ (Under) FY 2020 Final Budget
Funding					
Impact Fees	18,000	18,000	-	18,000	-
Grants	182,250	182,250	-	-	(182,250)
Interest	2,000	2,000	-	2,000	-
Total Revenue	**202,250**	**202,250**	**-**	**20,000**	**(182,250)**
Transfer In - General Fund	208,635	85,750	(122,885)	247,500	161,750
Total Transfer In	**208,635**	**85,750**	**(122,885)**	**247,500**	**161,750**
Total Funding	**410,885**	**288,000**	**(122,885)**	**267,500**	**(20,500)**
Expenditure					
Capital Outlay	448,000	288,000	(160,000)	264,500	(23,500)
Total Expenditure	**448,000**	**288,000**	**(160,000)**	**264,500**	**(23,500)**
Over/(Under)	**(37,115)**	**-**	**37,115**	**3,000**	**3,000**
Fund Balance					
Opening Balance	208,017	208,017	-	208,017	-
Over/(Under)	(37,115)	-	37,115	3,000	3,000
Closing Balance	170,902	208,017		211,017	3,000
Closing Balance - Ex. Public Safety	-	29,366	29,366	32,366	3,000
Closing Balance - Public Safety	170,902	178,651	7,749	178,651	-

Building Inspection Services Fund

$	FY 2020			FY 2021	
	Proposed Budget	Adopted Budget	Over/ (Under) FY 2020 Proposed	Outlook	Over/ (Under) FY 2020 Final Budget
Revenue					
Licenses & Permits	1,048,500	1,164,663	116,163	1,148,500	(16,163)
Plan Review	50,000	50,000	-	75,000	25,000
Miscellaneous Income	3,000	3,000	-	3,000	-
Interest Income	500	500	-	-	(500)
Total Revenue	**1,102,000**	**1,218,163**	**116,163**	**1,226,500**	**8,337**
Total Funding	**1,102,000**	**1,218,163**	**116,163**	**1,226,500**	**8,337**
Expenditure					
Wages	609,649	600,929	(8,720)	630,958	30,029
Benefits	255,221	249,668	(5,553)	271,751	22,083
Total Personnel Services	**864,870**	**850,597**	**(14,273)**	**902,709**	**52,112**
Operating Expenditure	51,190	51,190	-	52,174	984
Departmental Capital	400	-	(400)	600	600
Transfers Out	214,188	275,000	60,812	241,017	(33,983)
Contingency	30,000	30,000	-	30,000	-
Total Expenditure	**1,160,648**	**1,206,787**	**46,139**	**1,226,500**	**19,713**
Over/(Under)	**(58,648)**	**11,376**	**70,024**	**-**	**(11,376)**
Fund Balance					
Opening Balance	58,650	58,650	-	70,026	11,376
Over/(Under)	(58,648)	11,376	70,024	-	(11,376)
Closing Balance	2	70,026	70,024	70,026	-

Road and Bridge Fund

$	FY 2020			FY 2021	
	Proposed Budget	Adopted Budget	Over/ (Under) FY 2020 Proposed	Outlook	Over/ (Under) FY 2020 Final Budget
Funding					
Fuel Taxes	635,000	631,567	(3,433)	640,000	8,433
State Revenue Sharing	304,000	278,735	(25,265)	312,000	33,265
Interest Income	1,000	1,000	-	-	(1,000)
Total Revenue	**940,000**	**911,302**	**(28,698)**	**952,000**	**40,698**
Interfund Transfers In	632,235	706,698		393,700	(312,998)
Total Transfers In	**632,235**	**706,698**	**74,463**	**393,700**	**(312,998)**
Total Funding	**1,572,235**	**1,618,000**	**45,765**	**1,345,700**	**(272,300)**
Expenditure					
Operating Expenditure	1,592,000	1,592,000	-	1,319,700	(272,300)
Departmental Capital	26,000	26,000	-	26,000	-
Contingency	-	-	-	-	-
Total Expenditure	**1,618,000**	**1,618,000**	**-**	**1,345,700**	**(272,300)**
Over/(Under)	**(45,765)**	**-**	**45,765**	**-**	**-**
Fund Balance					
Opening Balance	45,765	45,765	-	45,765	-
Over/(Under)	(45,765)	-	45,765	-	-
Closing Balance	-	45,765	45,765	45,765	-

Police Confiscation Fund

$	FY 2020			FY 2021	
	Proposed Budget	Adopted Budget	Over/ (Under) FY 2020 Proposed	Outlook	Over/ (Under) FY 2020 Final Budget
Revenue					
Forfeited Property	24,000	24,000	-	24,000	-
Interest Income	2,000	2,000	-	2,000	-
Total Revenue	**26,000**	**26,000**	**-**	**26,000**	**-**
Expenditure					
Operating Expenditure	25,000	25,000	-	25,000	-
Capital Outlay	1,000	1,000	-	1,000	-
Contingency	5,000	-	(5,000)	-	-
Total Expenditure	**31,000**	**26,000**	**(5,000)**	**26,000**	**-**
Over/(Under)	**(5,000)**	**-**	**5,000**	**-**	**-**
Fund Balance					
Opening Balance	124,061	124,061	-	124,061	-
Over/(Under)	(5,000)	-	5,000	-	-
Closing Balance	119,061	124,061	5,000	124,061	-

Water and Sewer Utility Fund

$	FY 2020			FY 2021	
	Proposed Budget	Adopted Budget	Over/ (Under) FY 2020 Proposed	Outlook	Over/ (Under) FY 2020 Final Budget
Funding					
Charges for Services	12,810,000	12,810,000	-	13,059,600	249,600
Miscellaneous Income	27,000	27,000	-	27,000	-
Interest Income	58,728	58,728	-	59,274	(546)
Total Revenue	**12,895,728**	**12,895,728**	**-**	**13,145,874**	**249,054**
Loan Repayment (From Gen. Fund)	414,873	414,873	-	414,873	-
Total Funding	**13,310,601**	**13,310,601**	**-**	**13,560,747**	**249,054**
Expense					
Wages	2,880,299	2,829,876	(50,423)	2,981,342	(151,466)
Benefits	1,612,607	1,560,288	(52,319)	1,720,168	159,880
Total Personnel Services	**4,492,906**	**4,390,164**	**(102,742)**	**4,701,510**	**8,415**
Operating Expense	3,985,760	3,996,463	10,703	3,965,081	31,382
Departmental Capital	500,000	34,000	(466,000)	258,360	(224,360)
Transfer Out	5,621,376	4,623,000	(998,376)	3,629,675	993,325
Interfund Loan Out	-	-	-	-	-
Contingency	250,000	250,000	-	250,000	-
Total Expense	**14,850,042**	**13,293,627**	**(1,556,415)**	**12,804,626**	**808,761**
Over/(Under)	**(1,539,441)**	**16,974**	**1,556,415**	**756,121**	**(559,708)**
Fund Balance					
Opening Balance	4,155,177	4,155,177	-	4,172,151	16,974
Over/(Under)	(1,539,441)	16,974	1,556,415	756,121	(739,147)
Closing Balance	2,615,736	4,172,151	1,556,415	4,928,272	756,121

Water and Sewer CIP Fund

$	FY 2020			FY 2021	
	Proposed Budget	Adopted Budget	Over/ (Under) FY 2020 Proposed	Outlook	Over/ (Under) FY 2020 Final Budget
Funding					
Impact Fees	25,000	25,000	-	25,000	-
Grants	-	-	-	-	-
Interest Income	2,000	2,000	-	-	(2,000)
Total Revenue	**27,000**	**27,000**	**-**	**25,000**	**(2,000)**
Transfer In	4,046,701	4,623,000	576,299	2,055,000	(2,568,000)
Total Funding	**4,073,701**	**4,650,000**	**576,299**	**2,080,000**	**(2,570,000)**
Expense					
Operating Expense	-	-	-	-	-
Capital Outlay	4,850,000	4,650,000	(200,000)	2,080,000	(2,570,000)
Contingency	-	-	-	-	-
Total Expense	**4,850,000**	**4,650,000**	**(200,000)**	**2,080,000**	**(2,570,000)**
Over/(Under)	**(776,299)**	**-**	**776,299**	**-**	**-**
Fund Balance					
Opening Balance	776,299	776,299	-	776,299	-
Over/(Under)	(776,299)	-	776,299	-	-
Closing Balance	-	776,299	776,299	776,299	-

Parking Lot Fund

$	FY 2020			FY 2021	
	Proposed Budget	Adopted Budget	Over/ (Under) FY 2020 Proposed	Outlook	Over/ (Under) FY 2020 Final Budget
Revenue					
Charges for Services	126,000	126,000	-	126,000	-
Interest Income	1,000	1,000	-	1,000	-
Total Revenue	**127,000**	**127,000**	**-**	**127,000**	**-**
Expense					
Wages	19,500	19,500	-	19,500	-
Total Personnel Services	**19,500**	**19,500**	**-**	**19,500**	**-**
Operating Expense	53,560	53,560	-	55,501	1,941
Total Expense	**53,560**	**53,560**	**-**	**55,501**	**1,941**
Transfer Out	57,059	53,940	(3,119)	57,059	3,119
Total Transfer Out	**57,059**	**53,940**	**(3,119)**	**57,059**	**3,119**
Total Expense	**130,119**	**127,000**	**(3,119)**	**132,060**	**5,060**
Over/(Under)	**(3,119)**	**-**	**3,119**	**(5,060)**	**(5,060)**
Fund Balance					
Opening Balance	34,323	34,323	-	34,323	-
Over/(Under)	(3,119)	-	3,119	(5,060)	(5,060)
Closing Balance	31,204	34,323	3,119	29,263	(5,060)

Stormwater Fund

$	FY 2020 Proposed Budget	FY 2020 Adopted Budget	FY 2020 Over/ (Under) FY 2020 Proposed	FY 2021 Outlook	FY 2021 Over/ (Under) FY 2020 Final Budget
Funding					
Charges for Services	600,000	600,000	-	600,000	-
Grants	-	-	-	-	-
Interest Income	-	-	-	-	-
Total Revenue	**600,000**	**600,000**	**-**	**600,000**	**-**
Transfer In	-	-	-	-	-
Total Transfer In	**-**	**-**	**-**	**-**	**-**
Total Funding	**600,000**	**600,000**	**-**	**600,000**	**-**
Expense					
Wages	78,383	77,645	(738)	81,112	3,467
Benefits	50,993	49,582	(1,411)	54,257	4,675
Total Personnel	**129,376**	**127,227**	**(2,149)**	**135,369**	**8,142**
Operating Expense	107,600	107,600	-	90,150	17,450
Departmental Capital	5,000	5,000	-	5,000	-
Debt Service	212,556	212,556	-	212,556	-
Transfer Out	-	-	-	20,593	(20,593)
Contingency	30,000	30,000	-	30,000	-
Total Expense	**484,532**	**482,383**	**(2,149)**	**493,668**	**9,136**
Over/(Under)	**115,468**	**117,617**	**2,149**	**106,332**	**(9,136)**
Fund Balance					
Opening Balance	(182,553)	(182,553)	-	(64,936)	117,617
Over/(Under)	115,468	117,617	2,149	106,332	(11,285)
Closing Balance	(67,085)	(64,936)	2,149	41,396	106,332

SUPPLEMENTAL INFORMATION

BUDGET PROCESS

Balanced Budget

Pursuant to Florida Statute 166.241(2), all municipalities within the State of Florida must adopt a budget each fiscal year by ordinance or resolution unless otherwise required by the City's Charter. The statute requires that the adopted budget must regulate expenditures/expenses of the City and the City may not expend or contract for expenditures/expenses in any fiscal year except pursuant to the adopted budget. The budget must be balanced from amounts available from taxation and other sources (including amounts carried over from prior fiscal years) to total appropriations for expenditures/expenses and reserves.

Budget Preparation and Adoption

The City Manager holds two budget workshops in late April with City staff and the public. These budget workshops provide an opportunity for residents to outline their priorities for the upcoming fiscal year. The City Charter requires that the recommendations from the public input process are then presented to the City Commission for their review and consideration. The City Commission then holds two budget workshops in late May with City staff and the public for the purpose of reviewing and considering the recommendations resulting from the public input process. These meetings enable the City Manager to obtain input from the City Commission on recommended funding for projects and programs of public interest.

The City Charter requires the City Manager to submit a proposed budget and budget message to the City Commission by July 1st of each year. The proposed budget includes expenditures/expenses and the means of financing them. Two additional budget workshops are held in July by the City Commission to review the proposed budget. Pursuant to Florida Statutes, two public hearings are held in September, the first public hearing is for the adoption of tentative millage rates and tentative budget. The second public hearing adopts the final operating and debt service millage rates, the annual budget, and the Capital Improvement Program. The appropriated budget is organized by department/division, fund, and functional units.

Budget Monitoring

The budget is monitored monthly by the Accounting/Budget Division to track variances between the budgeted and actual amounts. Variances are identified and investigated. Departments are also required to monitor their budgets.

Budget Amendments

Florida law regarding budget amendment policies states that amendments may be made anytime during the fiscal year or within 60 days after the end of the fiscal year. The City's Charter requires that budget amendments are to be approved as an ordinance.



BUDGET CALENDAR DATE – 2019	SCHEDULE
April 8	Budget Development Start – Schedule Budget Meetings with all Departments
April 8	Budget Preparation Package Distributed
April 16 and 17	**Budget Workshops -** City Manager (2)
April 30 and May 7	**Budget Workshops -** City Commission (2)
June 1	Preliminary Property Tax Base Received from County
Week of June 3	Budget Meetings with Departments
Week of June 24	Finalize Budget Proposal
July 1	Final Property Tax Base Received from County
June 28 – July 1	Budget Document Distributed
July 9 and 11	**Budget Workshops** – City Commission (2)
July 16	Set Proposed Millage and Proposed Assessments Rates
August 2	Certification of the completed DR-420; Certification of the roll-back rate, proposed millage rate, proposed non-ad valorem rates and time, date, and place of the first required public hearing
September 4	Special City Commission Budget Meeting
September 12	First (Tentative) Millage & Budget **Public Hearings**; Adopt Final Fire Assessment (Due 15th per Statute Requirements), Storm Water, Water and Solid Waste/Recycling
September 25	Second (Final) Millage & Budget **Public Hearings**

BUDGET CALENDAR (CONTINUED)

The City cannot hold public hearings the same day as the Broward County School District or the Broward County Commission:

August	Broward County School Board - First Public Hearing
September	Broward County School Board - Second Public Hearing
September	Broward County Commission - First Public Hearing
September	Broward County Commission - Second Public Hearing



BASIS OF ACCOUNTING AND BUDGETING

Basis of accounting relates to when revenues and expenditures are recognized and reported in the City's financial statements. This basis is also related to the timing of the measurement made, regardless of the measurement focus applied.

The government-wide financial statements are reported using the *economic resources measurement* focus and the *accrual basis of accounting*, as are the proprietary fund financial statements and fiduciary fund financial statements. The basis of budgeting for proprietary and fiduciary funds is the same used for the basis of accounting in the City's audited financial statements. Revenues are recorded when earned and expenses are recorded when a liability is incurred, regardless of the timing of related cash flows. Property taxes are recognized as revenues in the year for which they are levied. Grants and similar items are recognized as revenues as soon as all eligibility requirements imposed by the provider have been met.

Governmental fund financial statements are reported using the *current financial resources measurement focus* and the *modified accrual basis of accounting*. The basis for budgeting these funds is the same used for the basis of accounting in the City's audited financial statements. Revenues are recognized in the accounting period in which they become measurable and available to finance expenditures of the current period. Measurable is the amount of the transaction that can be determined and available that is collectible within the current period or soon enough thereafter to pay liabilities of the current period. The City considers revenue available if it is collected within 60 days of the end of the fiscal year. Expenditures generally are recorded when a liability is incurred, as under accrual accounting. However, debt service expenditures, as well as expenditures related to compensated absences, claims, and judgments, are recorded only when payment is due.

Property taxes, sales taxes, franchise fees, utility taxes, licenses, and interest associated with the current fiscal period are all recognized on an accrual basis because they are measurable and available. In applying the accrual concept to intergovernmental revenues, revenues are recognized when all eligibility requirements are met. All other revenue items are considered to be measurable and available only when cash is received by the City.

Financial transactions of the City are recorded in individual funds. The operations of each fund are accounted for using a separate set of self-balancing accounts. These accounts consist of assets, liabilities, deferred outflows/inflows of resources, net position/fund balance, revenues, and expenditures/expenses. Fund accounting is used to demonstrate legal compliance and to assist financial management by segregating transactions related to certain government functions or activities.

The City maintains accounting records in accordance with generally accepted accounting principles (GAAP) as applied to governmental units. The Governmental Accounting Standards Board (GASB) is the standard setting body for governmental accounting and financial reporting.

BUDGET OVERVIEW

The City of Cooper City is a municipal government located in Broward County in the South Florida area. The City, the Broward County School Board, the County, the State of Florida and various other entities have separate taxing authorities. Each governmental unit is responsible for specific service provisions to Cooper City residents.

The City of Cooper City Budget currently provides budgets for various different fund types. Governmental Generally Accepted Accounting Principles (GAAP) require fund accounting to be utilized. The operations of each fund are accounted for in a separate set of self-balancing accounts, which is comprised of assets, liabilities, deferred outflows/inflows of resources, net position/fund balance, revenues, and expenditures/expenses. Funds may be continuous or may be closed out after their special purpose has been served. A detailed listing of all City funds is included in the "Fund Descriptions" section of this budget book.

The City's primary sources of revenue are ad valorem taxes, utility service taxes, franchise fees, public safety revenues, charges for services, intergovernmental revenues, stormwater revenues, and water/wastewater revenues. Additional revenue is derived from interest income, fines and forfeitures, licenses and permits, grants, and other miscellaneous revenues.

The City's major expenditure categories include general government, public safety, economic and physical environment, recreation, public works, and capital outlay in the General Fund. Other major categories include debt service, operating and administrative expenses, and capital projects in the other governmental and the proprietary funds. The City's budgeted governmental funds include the General Fund, special revenue funds, a debt service fund, and a capital projects fund. Proprietary funds include the City's enterprise funds. Detailed expenditure/expense information is listed throughout this budget book.

The City provides its residents with a full range of services. A brief listing of City services include the following:

- Police and Fire Services
- Emergency Medical Services
- Recreational Programs
- Infrastructure Improvements
- Planning and Zoning
- General Administrative Services
- Water and Wastewater Services
- Stormwater Services
- Trash & Recycling Services



LONG-TERM FINANCIAL POLICIES

Investment Policy

Investments in the City shall be undertaken in a manner that seeks to ensure the preservation of capital in the overall portfolio and to meet the cash flow demands of City operations.

- To maintain the safety of public funds, the City shall diversify its investments to avoid incurring unreasonable and avoidable risk.
- The City's investment strategy shall provide sufficient liquidity to meet the City's operating, payroll, and capital requirements.
- The City's investment portfolio shall be designed with the intent of attaining a market rate of return throughout budgetary and economic cycles, while minimizing investment risk.
- Asset protection measures required by the Florida Statutes are incorporated.

Accounting and Reporting Policy

All financial transactions of the City shall be properly authorized, documented, and reported.

- All disbursements of funds shall be within budget limits, authorized at the appropriate level, and supported with proper documentation.
- Monthly financial and performance reports shall be prepared and distributed to the City Commission, City Manager, and Department Heads by the Finance Department.
- An independent audit of the City's financial books, records, statements, and reports shall be conducted by a Certified Public Accountant annually.

Position Authorization and Attrition

Only positions authorized by City Commission, funded in the budget, and operationally warranted shall be filled.

- Positions shall be authorized by City Commission annually through the budget process or through budget amendments as needed and as funding exists.
- Vacant positions will be reviewed by the Department Head and the City Clerk/Director of Administrative Services before the position is filled to ensure the need and urgency of filling the position warrants immediate recruitment.

Grant Management

Outside sources of revenue through grant funding shall be maximized. However, careful consideration to departmental objectives and programming priorities shall be given before grant applications are prepared. Duplication of services shall be avoided and expanded levels of service shall be analyzed thoroughly before proceeding with a funding request.

LONG-TERM FINANCIAL POLICIES (CONTINUED)

Budget Preparation and Adjustment

City budgets shall be planned and prepared to conform to State Statutes and Article V, Section 5.02 of the City Charter.

- The legal level of authority shall be at the department level.
- The annual City budget shall be approved by September 30th proceeding the fiscal year which begins October 1st and ends September 30th.
- During the development of the budget, the impact of the proposed budget on the following fiscal year will be evaluated.
- Once the budget has been adopted, the City Manager may authorize the transfer of any unencumbered appropriation balance between general classifications of expenditures within a department.
- At the close of each fiscal year, the unencumbered balance of each appropriation shall revert to the respective fund from which it was appropriated.

Debt Management

Borrowings in the City shall be undertaken in a manner which seeks to ensure efficiency and equity for the taxpayers.

- Efficiency means getting the best return for a given commitment of resources. When the efficiency with which government services are performed can be greatly increased by substituting capital expenditures for current expenditures, debt shall be considered.
- Equity means that the beneficiaries from capital expenditures shall pay for them. Maturity of the debt shall be approximately equivalent to the period over which the asset will be used.

Working Capital/Fund Balance

A fund balance reserve shall be maintained in the General Fund to ensure adequate cash flow. This reserve should be an amount equal to two months of budgeted operating expenditures. Adequate fund balance and reserves shall be maintained in the Special Revenue and Enterprise Funds as appropriate for the use designated.

Preservation of Capital Assets

Sufficient funds shall be appropriated each year for the purpose of preserving and replacing capital assets that are vital to the ongoing delivery of government services.

- Specific schedules for routine capital maintenance of City facilities shall be developed and funded as revenues allow.
- Specific schedules for the replacement of vehicles and computer equipment shall be developed and funded as revenues allow.

GLOSSARY OF ACRONYMS AND TERMS

Accrual Basis – A basis of accounting in which transactions are recognized at the time they are incurred, as opposed to when cash is received or spent.

Ad Valorem Taxes – Commonly referred to as property taxes, levied on both real and personal property, according to the property's valuation and tax rate.

Amended Budget – The current budget, resulting from changes to the Adopted Budget. An example of a common change would be a line item transfer of funds.

Appropriation – A legal authorization to incur obligations and make expenditures for specific purposes.

Assessed Valuation – The valuation set upon real estate and certain personal property by the Property Appraiser as a basis for levying property taxes.

Asset – Resources owned or held by a government which have monetary value.

Balanced Budget - A balanced budget is described as the amount available from taxation and other sources (revenues), including amounts carried over from prior fiscal years that must equal the total appropriations for expenditures and reserves.

Base Budget – Projected cost of continuing the existing levels of service in the current budget year.

Bond – A long-term I.O.U. or promise to pay. It is a promise to repay a specified amount of money (the face amount of the bond) on a particular date (the maturity date). Bonds are primarily used to finance capital projects.

BSO – Broward Sheriff's Office

Budget – A plan of financial activity for a specified period of time (fiscal year or biennium) indicating all planned revenues and expenses for the budget period.

Budgetary Basis – This refers to the basis of accounting used to estimate financing sources and uses in the budget. This generally takes one of three forms: GAAP, cash, or modified accrual.

Budget Calendar – The schedule of key dates, which a government follows in the preparation and adoption of the budget.

Budgetary Control – The control or management of a government in accordance with the approved budget for the purpose of keeping expenditures within the limitations of available appropriations and resources.

Capital Assets – Assets of significant value and having a useful life of more than one year. Capital assets are also called fixed assets.

Capital Budget – The appropriation of bonds or operating revenue for improvements to facilities, and other infrastructure.

Capital Improvements – Expenditures related to the acquisition, expansion or rehabilitation of an element of the physical plant of the government- sometimes referred to as infrastructure.

Capital Improvement Program (CIP) – An expenditure plan incurred each year over a fixed number of years to meet capital needs arising from the long term needs of the government.

Capital Outlay – Expenditures for fixed assets which have a value of $1,000 or more and have a useful economic lifetime of more than one year; or, assets of any value if the nature of the item is such that it must be controlled for custody purposes as a fixed asset.

Capital Project – Major construction, acquisition, or renovation activities which add value to the physical assets of a government, or significantly increase their useful life. Also called capital improvements.

Cash Basis – A basis of accounting which recognizes transactions only when cash is increased or decreased.

CERT -Community Emergency Response Team

GLOSSARY OF ACRONYMS AND TERMS

CDBG – Community Development Block Grant

Charges for Services/Services Revenue – An established fee charged for a particular service in addition to basic service.

Collective Bargaining Agreement – A legal contract between the employer and a verified representative of a recognized bargaining unit for specific terms and conditions of employment (e.g., hours, workings conditions, salary, fringe benefits, and matters affecting health and safety of employees).

Commission Approved Budget – The original budget as approved by the City Commission at the beginning of the fiscal year.

Constant or Real Dollars – The presentation of dollar amounts adjusted for inflation to reflect the real purchasing power of money as compared to a certain point in time.

Consumer Price Index (CPI) – A statistical description of price levels provided by the Federal Government. The index is used as a measure of the increase in the cost of living (i.e., economic inflation).

Contingency – A budgetary reserve set aside for emergencies or unforeseen expenditures not otherwise budgeted.

Contractual Services – Services rendered to a government by private firms, individuals, or other governmental agencies. Examples include utilities, rent, maintenance agreements, and professional consulting services.

Cost-of-Living Adjustment (COLA) – An increase in salaries to offset the adverse effect of inflation on compensation.

Debt Service – Payment of principal and interest on borrowed money according to a predetermined payment schedule.

Deficit – The excess liability of an entity over its assets; or the excess of expenditures or expenses over revenues during a single accounting period.

Department – The basic organizational unit of government which is functionally unique in its delivery of services.

Depreciation – The decline in the value of assets due to wear and tear, age, or obsolescence.

Employee (or Fringe) Benefits – Contributions made by a government to meet commitments or obligations for employee fringe benefits. Included are the government's share of costs for Social Security and the various pension, medical, and life insurance plans.

Encumbrance – The commitment of appropriated funds to purchase an item or service. To encumber funds means to set aside or commit funds for a specified future expenditure.

EMS – Emergency Medical Services

Expenditure – The payment of cash on the transfer of property or services for the purpose of acquiring an asset, service or settling a loss.

Expense – Charges incurred (whether paid immediately or unpaid) for operations, maintenance, interest or other charges.

Fiscal Policy – A government's policies with respect to revenues, spending, and debt management as these relate to government services, programs and capital investment. Fiscal policy provides an agreed-upon set of principles for the planning and programming of government budgets and their funding.

Fiscal Year – A twelve-month period designated as the operating year for accounting and budgeting purposes in an organization. For Lauderdale Lakes, this twelve (12) month period is October 1 to September 30.

Fixed Assets – Assets of long-term character that are intended to continue to be held or used, such as land, buildings, machinery, furniture, and other equipment.

GLOSSARY OF ACRONYMS AND TERMS

Franchise Fee – Fees assessed on public utility corporations in return for granting a privilege to operate inside the City limits, e.g. water, electricity, cable television.

Full Time Equivalent - The equivalent of one person working full time: 8 hrs/day. Example: A part-time employee works 40 hours per pay period, this person is an equivalent .5 of a full-time employee (40 x 26/2080).

Fund – A fiscal entity with revenues and expenses which are segregated for the purpose of carrying out a specific purpose or activity.

Fund Balance – The excess of revenues over expenditures that accumulates from year to year.

GAAP – Generally Accepted Accounting Principles. Uniform minimum standards for financial accounting and recording, encompassing the conventions, rules, and procedures that define accepted accounting principles.

General Fund – Fund used to account for financial resources except those required to accounted for in another fund.

General Obligation (G.O.) Bond – This type of bond is backed by the full faith, credit and taxing power of the government.

Governmental Fund – Funds in which most governmental functions of the City are financed.

Grants – A contribution by a government or other organization to support a particular function. Grants may be classified as either operational or capital, depending upon the grantee.

Indirect Cost – A cost necessary for the functioning of the organization as a whole, but which cannot be directly assigned to one service.

Infrastructure – The physical assets of a government (e.g., streets, water, sewer, public buildings and parks).

Interfund Transfers – The movement of monies between funds of the same governmental entity.

Intergovernmental Revenue – Funds received from federal, state and other local government sources in the form of grants, shared revenues, and payments in lieu of taxes.

Levy – To impose taxes for the support of government activities.

Line-item Budget – A budget prepared along departmental lines that focuses in detail on what is to be bought.

Long-term Debt – Debt with a maturity of more than one year after the date of issuance.

Mill – The property tax rate which is applied to the valuation of property. A tax rate of one mill produces one dollar of taxes on each $1,000 of assessed property valuation.

Modified Accrual Basis – The basis of accounting in which transactions are recognized when they become measureable and available.

Object of Expenditure – An expenditure classification, referring to the lowest and most detailed level of classification, such as electricity, office supplies, asphalt, and furniture.

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

Obligations – Amounts which a government may be legally required to meet out of its resources. They include not only actual liabilities, but also encumbrances not yet paid.

Operating Expenses – The cost for personnel, materials and equipment required for a department to function.

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.

GLOSSARY OF ACRONYMS AND TERMS

Pay-as-you-go Basis – A term used to describe a financial policy by which capital outlays are financed from current revenues rather than through borrowing.

Personnel Services – Expenditures for salaries, wages, and fringe benefits of a government's employees.

Prior-year Encumbrances – Obligations from previous fiscal years in the form of purchase orders, contracts or salary commitments which are chargeable to an appropriation, and for which a part of the appropriation is reserved.

Program – A group of related activities performed by one or more organizational units for the purpose of accomplishing a function for which the government is responsible.

Proprietary Funds – These are funds which operate on a business like basis. These funds derive their revenue primarily from the fees received for the sources they provide and are self-sufficient. Examples of this include the Parking Lot, Stormwater, and Water-Sewer Utility Funds.

Purpose – A broad statement of the goals, in terms of meeting public service needs, that a department is organized to meet.

Reserve – An account used either to set aside budgeted revenues that are not required for expenditure in the current budget year or to earmark revenues for a specific future purpose.

Resolution – A special or temporary order of a legislative body; an order of a legislative body requiring less legal formality than an ordinance or statute.

Resources – Total amounts available for appropriation including estimated revenues, fund transfers, and beginning balances.

Revenue – Sources of income financing the operations of government.

Rolled-back Rate – The tax rate when applied to the current year's adjusted taxable value, generates the same ad valorem tax revenue as the prior year.

Sales and Use Tax Revenue – Sales taxes paid on goods and services that is collected at the time of purchase and submitted to the State. A use tax is paid when a sales tax was not paid. Both are collected by the State and then distributed to municipalities based upon its population.

Source of Revenue – Revenues are classified according to their source or point of origin.

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.

Transfers In/Out – Amounts transferred from one fund to another to assist in financing the services for the recipient fund.

TRIM – Truth In Millage (Section 200.065, Florida Statute)

Unencumbered Balance – The amount of an appropriation that is neither expended nor encumbered. It is essentially the amount of money still available for future purposes.

Unreserved Fund Balance – The portion of a fund's balance that is not restricted for a specific purpose and is available for general appropriation.

User Charges – The payment of a fee for direct receipt of a public service by the party who benefits from the service.

Utility Taxes – Municipal charges on consumers or various utilities such as electricity, gas, water, telecommunications.