



# CITY OF LAKE MARY

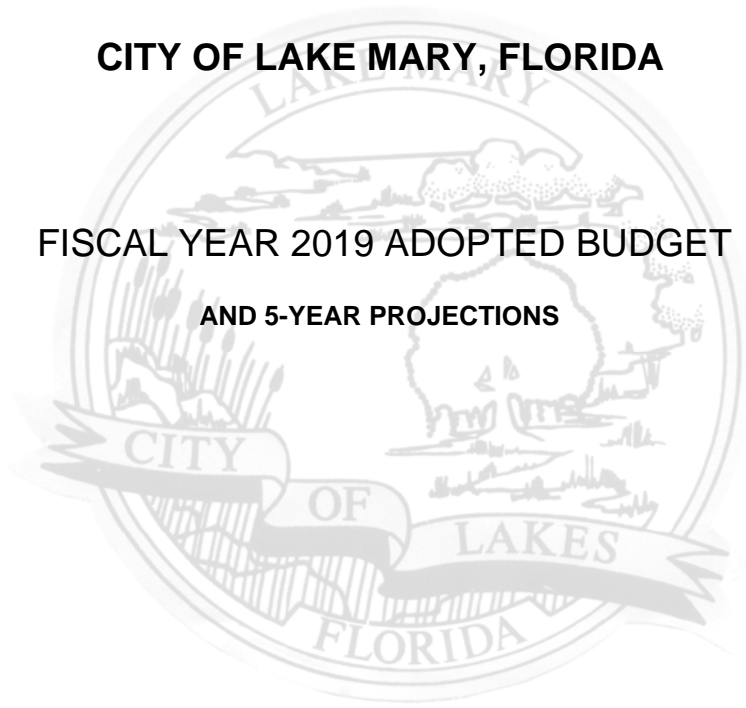
Adopted Budget  
Fiscal Year 2018-2019

*Sustainable Pathways*



# **CITY OF LAKE MARY, FLORIDA**

## **FISCAL YEAR 2019 ADOPTED BUDGET AND 5-YEAR PROJECTIONS**



**Mayor David J. Mealor  
Deputy Mayor George F. Duryea  
Commissioner Gary L. Brender  
Commissioner Sidney Miller  
Commissioner Jo Ann Lucarelli**

**City Manager Jacqueline B. Sova**

Prepared by the Finance Department

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# BUDGET MESSAGE

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City Manager  
jsova@lakemaryfl.com



## City of Lake Mary

*Incorporated in 1973*

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July 12, 2018

Mayor and City Commission:

In accordance with State law and pursuant to the City Charter, I am pleased to present to you the Proposed Annual Operating Budget for Fiscal Year (FY) 2018/2019, including the five-year plan through FY 2022/2023.

The theme for this year's budget is Sustainable Pathways. This theme is based on our land use pattern, because we are beginning to see what the City will look like after all major undeveloped land parcels are built-out. Hence, we have a goal of reaching a sustainable pathway for when we shift into a slower rate of growth. Before describing how our budget process represents the roadmap to this sustainable path, it is worth reviewing our current land use pattern.

Over the past twenty years, the City has seen very strong growth in Class-A office development, residential development, and downtown redevelopment. Several of the achievements the City has seen are a result of planning policies implemented with a long run view of the community. That being said, the City is headed towards an ultimate steady-state scenario. This steady state will occur when future development comes only in the form of infill and redevelopment. Before we reach that point, however, we still have the build-out of large multi-use planned urban developments (PUD's). Once these PUD's are developed, the City growth trajectory is expected to slow considerably.

The City has continued to take a proactive approach toward locating higher density development and redevelopment within the designated Downtown Master Plan area, a newly designated Midtown area, and the Target Industry Future Land Use designation located on the west side of I-4. The SunRail Commuter Rail system has also provided for new Transit-Oriented Development (TOD) opportunities and transportation alternatives such as ride share.

# BUDGET MESSAGE

Lake Mary's growth path does not fit the mold of a typical Florida suburban city. Although Lake Mary's population is growing, it is still one of the lowest populated cities within Seminole County. Activity in the surrounding region greatly increases the City's influx of non-resident population on a daily basis. Given the City's location along Interstate 4 and the transportation network that has evolved in the area, the City has attracted a large share of the region's business and industry. Over the last several years, major employers have located within the City. Lake Mary has become nationally recognized as a center of excellence for corporations seeking to consolidate their back office operations (e.g., Verizon and Deloitte). As a result, thousands of jobs have been created, which has increased the City's employment base to over 30,000 people.

This trend is expected to continue as the Primera Development adds over 200,000 sq. ft. of office space, we anticipate the future growth of New Century Park just to the north of Primera, and other major employers expand their employee base in existing buildings. In addition to this, medical establishments such as Florida Hospital and Orlando Health are increasing their footprints within the City. Florida Hospital has already constructed an Emergency Department in the Rinehart Place PUD, and Orlando Health has plans to construct their own Emergency Department, Hospital and Medical Pavilion. Combined, both health care providers are anticipated to provide hundreds of high-paying jobs.

As a result of these clearly delineated projects, the City is currently moving on a sustainable pathway toward the steady state mentioned above. From a budget perspective, this sustainable pathway recognizes that our community needs to build a balanced budget that will accommodate this pattern moving forward. For this reason, our budget message this year is sustainable pathways ...

## **Sustainable Pathways**

As briefly outlined above, the City has effectively "punched above its weight class" in terms of job growth and attracting globally known companies. At the same time, the City has done a good job of providing a framework for increasing community based businesses and new residential neighborhoods. This year, taxable value within the City is expected to increase approximately 7.14% from 2017 levels. We continue to expect this kind of sizable increase over the next 2-3 years, given PUDs currently in the pipeline. Of course, larger disruptions in the overall economy may temper this expectation. Going beyond a two (2) year time frame, however, the City should begin planning for budget years that experience a much slower rate of growth. Once again – seeking a sustainable pathway moving forward.

The City has seen great success over its short history. From humble beginnings along the shores of Crystal Lake and Lake Mary, to a booming center for commerce and high quality of life, Lake Mary has proven itself to be a stronghold within the region. While buildout is approaching, proper planning and strategic initiatives will continue to help place the City within the top rankings as a great community to operate a business and raise a family.

# BUDGET MESSAGE

## Budget Document

The budget is designed to provide the reader with a comprehensive and informative document that includes the policy directives of the Commission. The budget is a plan that provides management with the necessary tools to analyze, diagnose, and evaluate how well appropriated funds are converted into the services desired by our citizens. The budget is presented with a five-year plan encompassing all categories of revenue generation and expenditures including personnel, operating, and capital costs.

## Budget Highlights

- The total proposed FY 2018/2019 budget is 2.26% less than the FY 2017/2018 budget at a total of \$34,309,238 for all funds combined. This is a decrease of \$792,718 from last year.
- For the sixth consecutive year, we propose to hold the ad valorem millage rate at 3.5895. Combined property values reflect a total increase of 7.14% which will yield \$579,809 more in ad valorem tax collections than last year.

## Budget in Brief

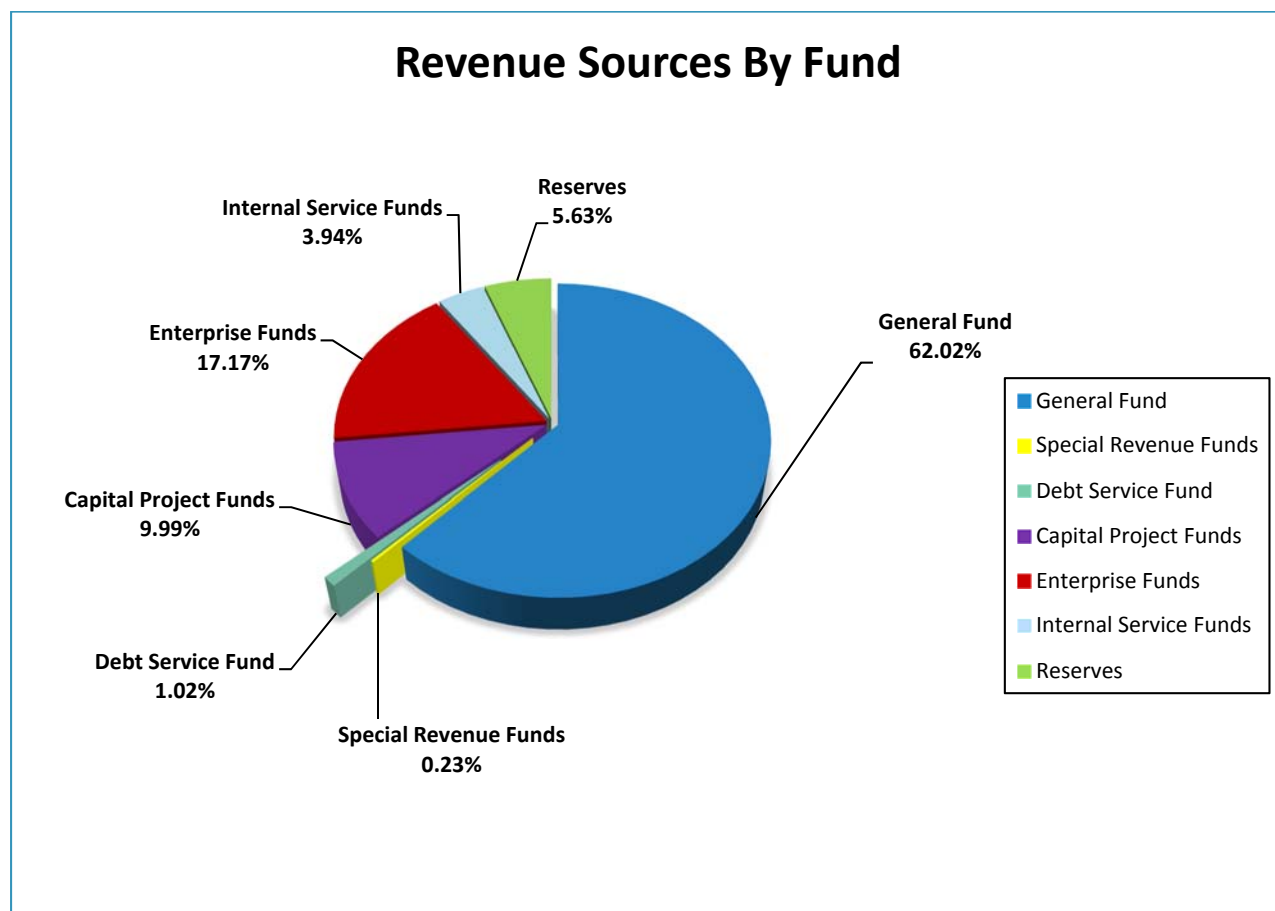


Figure 1 – Total Sources \$34,309,238

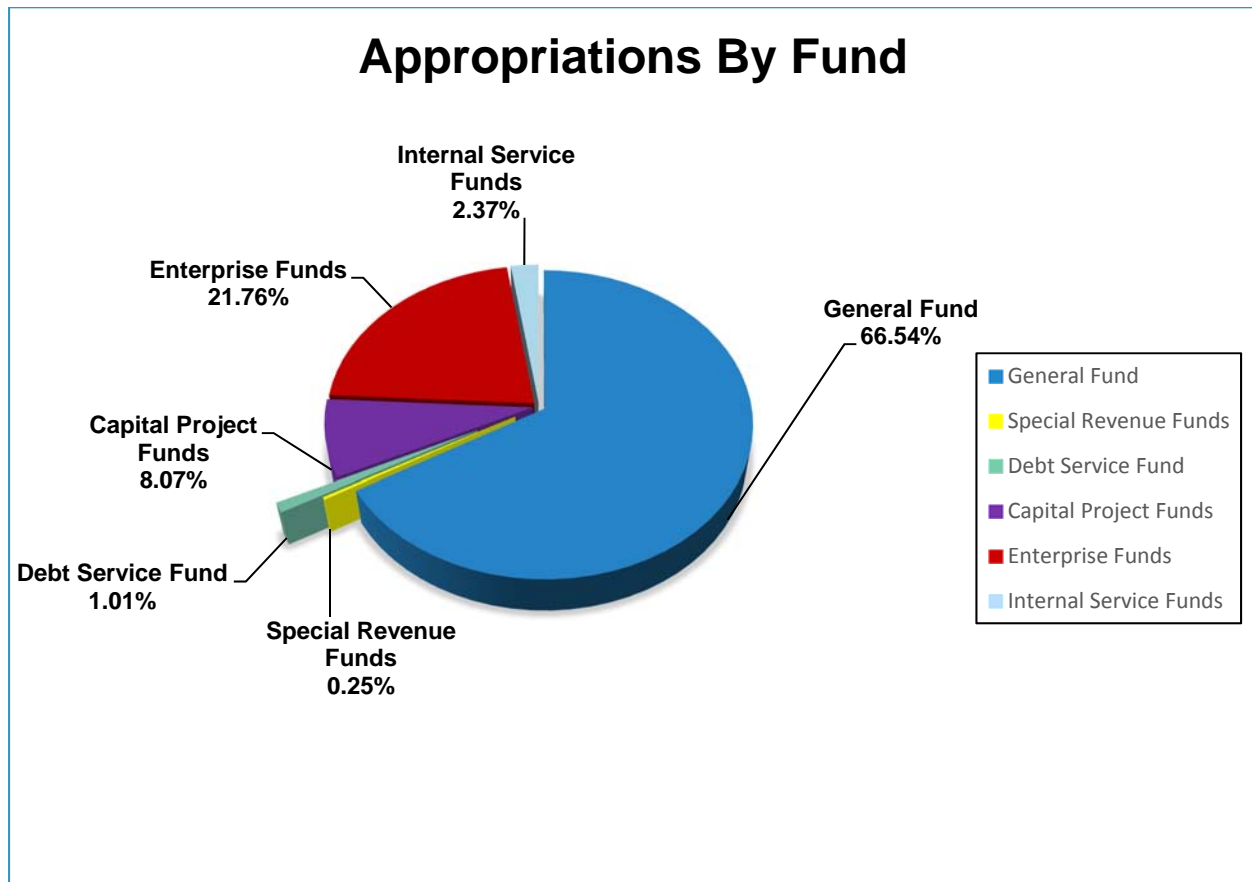


Figure 2 – Total Appropriations \$34,309,238

## Debt Service

The Series 2012 Public Improvement Refunding Revenue Note is currently \$2,928,000. Debt service for FY 2019 will be \$346,883. The interest rate on this note changed from 2.41% to 2.93% due to the IRS corporate tax cut put into effect January 2018. Last payment is due on October 1, 2027.

## Capital Projects

- Carry forward projects this year are just over \$427,618, which is primarily comprised of the CRA Streetscape project at US 17/92 and Weldon Blvd. Also included in the carry forward is partial funding for the Downtown Entry Feature.
- Again, efforts are being made to maintain our aging facilities which are in the ten (10) to fifteen (15) year-old age range. We will be replacing some interior flooring, refreshing paint, and rehabbing some exteriors at Trailhead Park, the concession stand at the Sports Complex, the Events Center, the Police Department, the Municipal Complex and the Parks Maintenance Facility.
- We have continued our practice of placing funds in a General Administrative Projects Reserve. This reserve is in place to make repairs for which we cannot determine the timing. For example, replace roofs at the Police Station, Municipal Complex, Trailhead Building,



# BUDGET MESSAGE

Splash Park bathroom, baseball dugouts and the Events Center with prices ranging from \$15,000 to \$280,000. We are also facing the replacement of several A/C units throughout the City. Individual units cost between \$25,000 and \$70,000.

- We are currently in the planning process for designing improvements to the intersection of Rinehart Road and CR 46A. This project is jointly funded by the City and Seminole County through the one-cent sales tax program, and portions will be reimbursed by FDOT. Costs are estimated at \$5.3 million.
- Estella Park is in need of a complete renovation that includes play equipment, a parking area and an ADA compliant boardwalk. It is recommended to partially fund the project in FY 2019 and FY 2020.
- The Water Main Extension Project in Utilities will provide a loop to the water distribution system at the south end of the City between S. Country Club Road and Longwood/Lake Mary Road.
- Phase II of the Water Meter Technology Upgrades will include installing a second radio frequency antenna, as well as adding radio transmitters to approximately 2,000 existing meters. This project is scheduled for completion in FY 2020.
- In our effort to maintain our current water supply, it is recommended to add a pump and appurtenances to Well #3R.

## Personnel

The City's goal for employee pay and benefit programs is to stay competitive with the market when compared to our peer cities and other competitors. We recommend a 1% across the board increase in the pay plan to be implemented during the first full payroll of October 2018. In addition, the proposed budget includes funding of up to \$225,000 including benefits to implement salary survey results affecting specific positions. We will continue to award our employees with merit increases based on performance. Individual department budgets allow for up to a 3% increase that is calculated through the annual evaluation process. Individual merits are calculated on a point scale utilized consistently among all departments. There is funding available for the employee recognition program. Keeping our good employees competitive with salaries, benefits and technology is just as important as ever. In addition, the proposed budget includes six (6) new personnel positions for FY 2018/2019. Positions include three (3) Firefighters, a Police Officer, a Building Inspector, and a Maintenance Specialist in the Water Distribution/Wastewater Division.

## Employee Benefits

The City pays a single premium per employee based on the plan chosen. The premiums and all other employee benefits are to remain stable. We continue to educate our employees on preventative healthcare so insurance costs can remain low.

## Vehicle Replacement Fund

The current Vehicle Replacement Fund has grown to 166 vehicles and large motorized equipment, with nine (9) items scheduled for replacement this year. The items to be replaced include six (6) police vehicles, two (2) sign boards for Public Works, and one (1) F-250 4x4 crew cab for Parks. Each year the fleet replacement schedule is carefully reviewed and each

# BUDGET MESSAGE

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replacement is considered necessary not just by age or miles, but overall condition and projected reliability.

## Conclusion

The FY 2018/2019 Proposed Budget continues to create opportunities for Lake Mary residents and businesses. It prioritizes government services that will continue to enhance the quality of life and economic opportunity for our community. Longer term, the City will continue to remain vigilant in restraining expenditures, while simultaneously finding both traditional and innovative ways to grow revenue.

This budget document is presented in a conservative manner while providing a steadfast commitment to deliver a high level of quality services to the community. Our employees are dedicated to providing sensible, cost-effective, efficient, innovative solutions and delivery systems. They are beyond a doubt second-to-none and I truly appreciate their efforts throughout this budget process, and for the hard work they do every single day.

Our first work session is scheduled for July 12<sup>th</sup> beginning at 5:00 PM to review in detail the proposed budget. As always, we will review each of the various operating programs during our work session. We can also change or have other meetings should that be necessary to accommodate schedules.

In accordance with Florida Statutes, the action required by you tonight is to establish a proposed millage rate for FY 2019, which I recommend at 3.5895 mills, and is the same as the current fiscal year, set the rolled-back rate at 3.3373 mills, and schedule the first public hearing for September 6, 2018, at 7:00 PM in the Commission Chambers.

Sincerely,

*Jackie Sova*

Jackie Sova  
City Manager

# BUDGET AT A GLANCE

## ALL FUNDS SUMMARY

CITY OF LAKE MARY, FLORIDA - FISCAL YEAR 2018 - 2019

Millage Per \$1,000

General Fund 3.5895

ESTIMATED REVENUE	GENERAL FUND	SPECIAL REVENUE	DEBT SERVICE	CAPITAL PROJECTS	ENTERPRISE FUNDS	INTERNAL SERVICE	TOTAL ALL FUNDS
Taxes: Millage per \$1,000							
Ad Valorem Tax 3.5895	\$ 8,265,607	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 8,265,607
Franchise & Utility Taxes	5,745,898	-	-	-	-	-	5,745,898
Licenses and Permits	1,676,000	-	-	-	-	-	1,676,000
Fines and Forfeitures	74,200	8,200	-	-	-	-	82,400
Intergovernmental	1,944,585	-	-	2,316,623	-	-	4,261,208
Charges for Services	1,741,800	62,000	-	-	5,392,000	1,267,300	8,463,100
Other	482,000	7,675	-	12,000	499,000	85,000	1,085,675
<b>TOTAL SOURCES</b>	<b>19,930,090</b>	<b>77,875</b>	<b>-</b>	<b>2,328,623</b>	<b>5,891,000</b>	<b>1,352,300</b>	<b>29,579,888</b>
Transfers In	1,350,000	-	349,002	1,100,000	-	-	2,799,002
Fund Balance/Reserves/Net Assets	14,322,150	496,802	300,284	1,746,784	13,079,048	1,818,615	31,763,683
<b>TOTAL REVENUES, TRANSFERS &amp; BALANCES</b>	<b>\$ 35,602,240</b>	<b>\$ 574,677</b>	<b>\$ 649,286</b>	<b>\$ 5,175,407</b>	<b>\$ 18,970,048</b>	<b>\$ 3,170,915</b>	<b>\$ 64,142,573</b>
<b>EXPENDITURES</b>							
General Government	3,502,764	-	-	-	-	-	3,502,764
Finance	554,057	-	-	-	-	-	554,057
Building	717,923	-	-	-	-	-	717,923
Police	6,408,017	10,000	-	-	-	-	6,418,017
Fire	5,622,947	-	-	-	-	-	5,622,947
Public Works	1,121,946	-	-	-	-	-	1,121,946
Parks and Recreation/Facilities Maintenance	3,451,132	8,600	-	-	-	-	3,459,732
Water and Sewer Operating	-	-	-	-	4,245,967	-	4,245,967
Stormwater	-	-	-	-	360,350	-	360,350
Vehicle Maintenance	-	-	-	-	-	326,194	326,194
Health Insurance	-	-	-	-	-	-	-
Capital Projects	-	71,040	-	2,767,218	1,508,598	486,600	4,833,456
Debt Service	-	-	346,883	-	-	-	346,883
<b>TOTAL EXPENDITURES</b>	<b>\$ 21,378,786</b>	<b>\$ 89,640</b>	<b>\$ 346,883</b>	<b>\$ 2,767,218</b>	<b>\$ 6,114,915</b>	<b>\$ 812,794</b>	<b>\$ 31,510,236</b>
Transfers Out	1,449,002	-	-	-	1,350,000	-	2,799,002
Fund Balance/Reserves/Net Assets	12,774,452	485,037	302,403	2,408,189	11,505,133	2,358,121	29,833,335
<b>TOTAL APPROPRIATED EXPENDITURES TRANSFERS, RESERVES &amp; BALANCES</b>	<b>\$ 35,602,240</b>	<b>\$ 574,677</b>	<b>\$ 649,286</b>	<b>\$ 5,175,407</b>	<b>\$ 18,970,048</b>	<b>\$ 3,170,915</b>	<b>\$ 64,142,573</b>

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# MILLAGE AND TAXABLE VALUES

## MILLAGE AND TAXABLE VALUES

- The preliminary taxable value was received from the Seminole County Property Appraiser on June 21, 2018. Taxable values were \$2.42 billion, up 7.14% from last year.
- At the proposed millage rate of 3.5895, ad valorem revenues would yield \$8,265,607 budgeted at 95%.
- Each 1/10<sup>th</sup> of a mill generates \$230,272 in ad valorem taxes.

## HISTORICAL PERSPECTIVE

	FY 13	FY 14	FY 15	FY 16	FY 17	FY 18	Proposed FY 19
<b>Taxable Value (millions)</b>	\$ 1,720.8	\$ 1,783.9	\$ 1,855.7	\$ 1,982.6	\$ 2,093.4	\$ 2,262.4	\$2,423.9
<b>% Change in Taxable Value</b>	(0.77%)	3.67%	4.02%	6.84%	5.52%	8.07%	7.14%
<b>New Construction Value (millions)</b>	\$ 5.16	\$ 37.03	\$ 23.41	\$ 66.33	\$ 38.89	\$ 32.60	\$ 34.95
<b>Millage Rate</b>	3.6355	3.5895	3.5895	3.5895	3.5895	3.5895	3.5895
<b>Rolled-back Rate</b>	3.6552	3.5895	3.4747	3.4826	3.4658	3.3628	3.3373
<b>Adjusted Rolled-back Rate</b>	4.9570	5.1280	5.0633	5.0832	5.0205	4.8955	4.7076
<b>Majority Vote</b>	5.1786	5.2147	5.2228	5.1828	5.2088	5.0478	4.7768
<b>Two-thirds Vote Maximum Rate</b>	5.6965	5.7362	5.7451	5.7011	5.7297	5.5526	5.2545
<b>Property Tax Revenue (millions)</b>	\$ 6.03	\$ 6.15	\$ 6.33	\$ 6.76	\$ 7.14	\$ 7.71	\$ 8.27

**Rolled-back Rate** = 3.3373. This is the rate which provides the same property tax revenue as the prior year plus tax revenue on new construction. This rate would yield ad valorem revenue of \$8,089,328.

**Adjusted Rolled-back Rate** = 4.7076. This is the tax proceeds with the prior year Majority Rate divided by the new year taxable value. This is used to calculate the new year Majority Rate and would yield \$11,410,818.

**Majority Vote** = 4.7768. This is the prior year Majority Rate plus the change in per capita Florida personal income which is reported each year by the Office of Economic and Demographic Research. Ad valorem revenues would be \$11,578,552 and would require a majority vote to impose.

**Two-thirds Vote Maximum Rate** = 5.2545. This is 110% of the Majority Rate and requires a two-thirds vote. Ad valorem revenues would be \$12,736,456.

# LAKE MARY AT A GLANCE

<b>Form of Government</b>	<b>Commission/Manager</b>
<b>Area</b>	<b>9.9 Square Miles</b>
<b>Total Fiscal Year 2019 Proposed Budget</b>	<b>\$ 34,309,238</b>
<b>Taxable Property Valuation</b>	<b>\$ 2,423,914,007</b>
<b>Proposed Fiscal Year 2019 Millage Rate</b>	<b>3.5895</b>

<b>Population</b>		<b>Service Statistics</b>	
2017	16,538	<b>Utilities</b> (Active Accounts)	
2016	16,119	Water	5,708
2015	15,905	Sewer	3,012
2014	15,037	<b>Solid Waste Collection Accounts</b>	
		Residential	5,178
		Commercial	258
<b>Resident Statistics</b>		<b>Streets</b>	
Median Age	40.9	Paved (miles)	67.75
Per Capita Income	\$40,475	Unpaved (miles)	2.46
Unemployment Rate	3.2%	Street Lights	1,135
<b>School Enrollment</b>		<b>Parks &amp; Recreation</b>	
Crystal Lake Elementary	728	Acreage	72
Lake Mary Elementary	918	Parks	11
Lake Mary Preparatory	528	Community Centers	3
<b>Total Taxable Assessed Values</b>		<b>Community Development</b>	
2017	\$2,088,057	Land Use Amendments/Rezoning	11
2016	\$1,983,960	License/Permit Reviews	894
2015	\$1,856,824	<b>Building Development</b>	
2014	\$1,772,968	Total Permits Issued	1,980
		Construction Inspections	5,406
<b>Business Tax Receipts</b>		<b>Police</b>	
2017	2,016	Sworn Officers	43
2016	1,983	Civilians	13
2015	1,999	Reserve Officers	3
2014	1,773	Code Enforcement	1
<b>Total Debt Outstanding</b>		<b>Fire</b>	
Refunding Revenue Notes (millions)	2.928	Employees	44
Per Capita	178	Emergency Calls Answered	3,938
		Medical Transports	2,141
		Fire Stations	2

## **GENERAL FUND**

The General Fund is the general operating fund of the City. Accounted for in the General Fund are all resources and transactions except those required to be accounted for in another fund.



**City of Lake Mary, Florida**  
**Fiscal Year 2019 Operating Budget**  
**General Fund**  
**Summary of Revenues and Expenditures**

Description	2017 Actual	2018 Original Budget	2018 Adjusted Budget	2019 Adopted Budget
<b>FUND BALANCE, OCTOBER 1</b>	<b>\$ 15,898,176</b>	<b>\$ 16,452,964</b>	<b>\$ 16,452,964</b>	<b>\$ 14,322,150</b>
<b>Revenue and Other Sources:</b>				
Millage Rate	3.5895	3.5895	3.5895	3.5895
Ad valorem taxes	\$ 7,224,779	\$ 7,714,789	\$ 7,714,789	\$ 8,265,607
Franchise and utility taxes	5,945,105	5,559,808	5,559,808	5,745,898
Licenses and permits	2,548,741	1,460,000	1,460,000	1,676,000
Fines and forfeitures	63,827	77,000	77,000	74,200
Intergovernmental	1,849,706	1,883,411	1,883,411	1,944,585
Charges for services	1,684,033	1,706,800	1,747,800	1,741,800
Other	341,023	597,000	597,000	482,000
Operating transfers in	1,200,000	1,200,000	1,200,000	1,350,000
Total Revenues	<u>20,857,214</u>	<u>20,198,808</u>	<u>20,239,808</u>	<u>21,280,090</u>
Total Revenues & Balances	36,755,390	36,651,772	36,692,772	35,602,240
<b>Expenditures and Other Uses:</b>				
General Government	\$ 2,180,041	\$ 2,669,391	\$ 2,669,391	\$ 2,960,864
Finance	585,441	579,927	579,927	554,057
Building	462,042	537,803	537,803	717,923
Police	6,156,883	6,690,807	6,690,807	6,408,017
Fire	5,247,178	5,646,536	5,646,536	5,622,947
Public Works	1,261,461	1,113,653	1,113,653	1,121,946
Parks & Recreation and Facilities				
Maintenance	2,875,191	3,284,565	3,325,565	3,451,132
Economic Incentives	256,682	539,375	539,375	541,900
Transfers Out:				
Debt Service Fund	335,807	335,565	335,565	349,002
Health Insurance Fund	249,400	-	-	-
Law Enforcement Trust Fund - Federal	22,300	-	-	-
Capital Projects Fund	670,000	932,000	932,000	1,100,000
Total Transfers Out	<u>1,277,507</u>	<u>1,267,565</u>	<u>1,267,565</u>	<u>1,449,002</u>
Total Expenditures and Other Uses	20,302,426	22,329,622	22,370,622	22,827,788
Increase (Decrease) in Fund Balance	554,788	(2,130,814)	(2,130,814)	(1,547,698)
<b>FUND BALANCE, SEPTEMBER 30</b>	<b>\$ 16,452,964</b>	<b>\$ 14,322,150</b>	<b>\$ 14,322,150</b>	<b>\$ 12,774,452</b>

**City of Lake Mary, Florida**  
**Fiscal Year 2019 Operating Budget**  
**General Fund**  
**Summary of Revenues**

Account Code	Description	2017 Actual	2018 Original Budget	2018 Adjusted Budget	2019 Adopted Budget
	Millage Rate	3.5895	3.5895	3.5895	3.5895
311-10	Ad Valorem Tax	\$ 7,224,779	\$ 7,714,789	\$ 7,714,789	\$ 8,265,607
	<b>Franchise &amp; Utility:</b>				
313-10	Duke Energy - Franchise	1,094,895	968,830	968,830	1,086,250
313-11	FP&L - Franchise	586,886	565,130	565,130	576,430
313-40	Propane - Franchise	7,760	7,353	7,353	8,000
313-70	Solid Waste - Franchise	602,216	566,000	566,000	580,000
	Total Franchise	2,291,757	2,107,313	2,107,313	2,250,680
314-10	Duke Energy - Utility	1,338,650	1,373,265	1,373,265	1,333,616
314-11	FP&L - Utility	771,048	776,900	776,900	762,444
314-20	Telecommunications	1,492,696	1,247,330	1,247,330	1,347,158
314-80	Propane Gas - Utility	50,954	55,000	55,000	52,000
	Total Utility	3,653,348	3,452,495	3,452,495	3,495,218
	Total Franchise & Utility	5,945,105	5,559,808	5,559,808	5,745,898
	<b>Licenses and Permits:</b>				
321-60	Business Tax Receipts	126,894	125,500	125,500	126,000
322-10	Building Permits	2,189,622	1,200,000	1,200,000	1,400,000
322-20	Electrical Permits	120,991	60,000	60,000	70,000
322-30	Plumbing Permits	49,820	26,500	26,500	30,000
322-40	Mechanical Permits	61,414	48,000	48,000	50,000
	Total Licenses & Permits	2,548,741	1,460,000	1,460,000	1,676,000
	<b>Fines &amp; Forfeitures:</b>				
351-10	Court Fines	51,727	58,000	58,000	58,000
351-30	False Alarm Fees	7,000	1,000	1,000	1,200
351-50	Violation of Local Ordin.	5,100	18,000	18,000	15,000
	Total Fines & Forfeitures	63,827	77,000	77,000	74,200
	<b>Intergovernmental:</b>				
312-41	Local Option Gas Tax	278,284	279,971	279,971	285,000
334-00	Grants	24,595	-	-	-
335-12	State Rev. Share/Gas Tax	420,009	434,002	434,002	445,000
335-14	Mobile Home License	135	85	85	85
335-15	Alcoholic Beverage Lic.	20,348	11,500	11,500	11,500
335-18	1/2 Cent Sales Tax	1,079,903	1,132,553	1,132,553	1,177,500
335-20	Firefighter Supplement	13,727	14,000	14,000	14,000
341-80	County Business License	12,705	11,300	11,300	11,500
	Total Intergovernmental	1,849,706	1,883,411	1,883,411	1,944,585

**City of Lake Mary, Florida**  
**Fiscal Year 2019 Operating Budget**  
**General Fund**  
**Summary of Revenues**

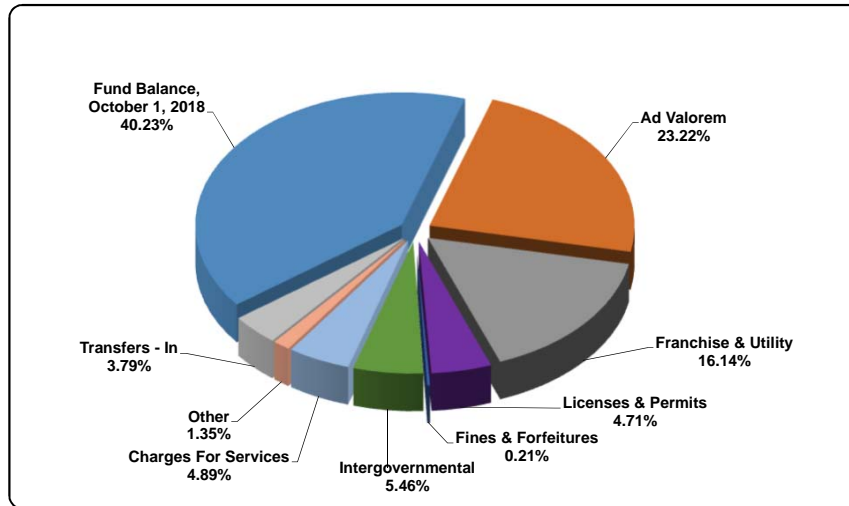
Account Code	Description	2017 Actual	2018 Original Budget	2018 Adjusted Budget	2019 Adopted Budget
<b>Charges for Services:</b>					
341-21	Zoning Fees	39,506	25,000	25,000	25,000
341-22	Site Plan Fees	-	-	-	-
342-10	Police Services	164,225	136,500	136,500	140,000
342-60	Rescue Transport Fees	623,609	665,000	665,000	675,000
347-10	Community/Events Center Rent	580,383	590,000	590,000	590,000
347-15	Community Center	89,988	94,000	94,000	94,000
347-20	Summer Camp Fees	62,620	62,500	62,500	62,500
347-30	Farmers Market	20,519	23,000	23,000	23,000
347-40	Skate Park Fees	455	800	800	800
347-45	Splash Park Fees	20,712	23,500	23,500	23,500
347-50	Park Rentals	608	1,000	1,000	1,000
347-60	Sports Complex Rentals	32,425	33,000	33,000	33,000
347-70	Softball Leagues	17,100	15,500	15,500	17,000
347-80	Concession Revenues	9,883	14,000	14,000	12,000
347-90	Tennis Center Revenues	22,000	23,000	64,000	45,000
	Total Charges for Services	<u>1,684,033</u>	<u>1,706,800</u>	<u>1,747,800</u>	<u>1,741,800</u>
<b>Other:</b>					
361-10	Interest	123,429	215,000	215,000	250,000
363-10	Streetlighting	32,921	32,000	32,000	32,000
364-00	Sale of Capital Assets	2,451	-	-	-
369-00	Other Miscellaneous Rev.	182,222	350,000	350,000	200,000
	Total Other Revenue	<u>341,023</u>	<u>597,000</u>	<u>597,000</u>	<u>482,000</u>
<b>Transfers In:</b>					
381-00	Transfers from W&S	1,200,000	1,200,000	1,200,000	1,350,000
	Total Transfers In	<u>1,200,000</u>	<u>1,200,000</u>	<u>1,200,000</u>	<u>1,350,000</u>
	Total General Fund Revenue	20,857,214	20,198,808	20,239,808	21,280,090
	Carry-forward Fund Balance	<u>15,898,176</u>	<u>16,452,964</u>	<u>16,452,964</u>	<u>14,322,150</u>
	Total Available	<u>\$ 36,755,390</u>	<u>\$ 36,651,772</u>	<u>\$ 36,692,772</u>	<u>\$ 35,602,240</u>



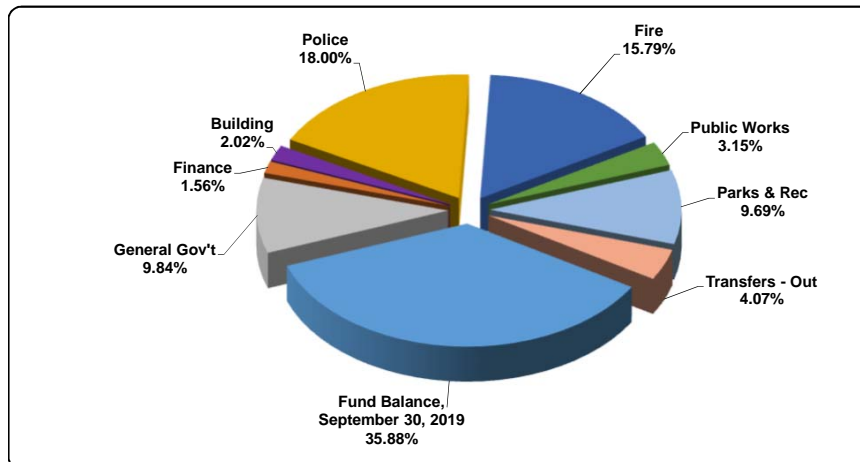
**City of Lake Mary, Florida**  
**Fiscal Year 2019 Operating Budget**  
**General Fund**  
**Summary of Expenditures**

Description	2017 Actual	2018 Original Budget	2018 Adjusted Budget	2019 Adopted Budget
<b>General Government</b>				
City Commission	\$ 90,021	\$ 101,267	\$ 101,267	100,471
City Manager	659,219	711,682	711,682	812,786
Legal Services	125,654	120,000	120,000	135,000
City Clerk	260,205	263,441	263,441	225,389
General Administration	648,125	1,269,308	1,269,308	1,488,314
Risk Management	11,676	17,000	17,000	15,050
Community Development	355,667	389,921	389,921	334,109
Information Systems	286,156	336,147	336,147	391,645
Total General Government	2,436,723	3,208,766	3,208,766	3,502,764
<b>Finance</b>	585,441	579,927	579,927	554,057
<b>Building Division</b>	462,042	537,803	537,803	717,923
<b>Police</b>				
Operations	5,252,901	5,643,259	5,643,259	5,524,145
Support Services	903,982	1,047,548	1,047,548	883,872
Total Police	6,156,883	6,690,807	6,690,807	6,408,017
<b>Fire</b>				
Fire Emergency Operations	4,842,301	5,204,057	5,204,057	5,125,668
Fire Prevention	404,877	442,479	442,479	497,279
Total Fire	5,247,178	5,646,536	5,646,536	5,622,947
<b>Public Works</b>				
Administration	340,273	468,556	468,556	464,272
Streets/Sidewalks	613,589	645,097	645,097	657,674
Storm Activities	307,599	-	-	-
Total Public Works	1,261,461	1,113,653	1,113,653	1,121,946
<b>Parks and Recreation</b>				
Parks and Recreation	1,749,245	1,999,122	1,999,122	2,061,710
Facilities Maintenance	396,644	403,617	403,617	415,524
Events Center	419,419	480,027	480,027	504,978
Community Center	170,535	208,699	208,699	203,984
Senior Center	101,425	140,998	140,998	143,717
Tennis Center	37,923	52,102	93,102	121,219
Total Parks and Recreation	2,875,191	3,284,565	3,325,565	3,451,132
<b>Transfers out</b>				
Debt Service Fund	335,807	335,565	335,565	349,002
Health Insurance Fund	249,400	-	-	-
Law Enforcement Trust Fund - Federal	22,300	-	-	-
Capital Projects Fund	670,000	932,000	932,000	1,100,000
Total Transfers Out	1,277,507	1,267,565	1,267,565	1,449,002
<b>Total General Fund</b>	<b>\$ 20,302,426</b>	<b>\$ 22,329,622</b>	<b>\$ 22,370,622</b>	<b>\$ 22,827,788</b>

**City of Lake Mary, Florida  
Fiscal Year 2019  
General Fund - Sources and Uses**



Fund Balance, October 1, 2018	\$	14,322,150	40.23%
Ad Valorem		8,265,607	23.22%
Franchise & Utility		5,745,898	16.14%
Licenses & Permits		1,676,000	4.71%
Fines & Forfeitures		74,200	0.21%
Intergovernmental		1,944,585	5.46%
Charges For Services		1,741,800	4.89%
Other		482,000	1.35%
Transfers - In		1,350,000	3.79%
<b>Total Sources</b>	<b>\$</b>	<b>35,602,240</b>	<b>100%</b>



General Gov't	\$	3,502,764	9.84%
Finance		554,057	1.56%
Building		717,923	2.02%
Police		6,408,017	18.00%
Fire		5,622,947	15.79%
Public Works		1,121,946	3.15%
Parks & Rec		3,451,132	9.69%
Transfers - Out		1,449,002	4.07%
Fund Balance, September 30, 2019		12,774,452	35.88%
<b>Total Uses</b>	<b>\$</b>	<b>35,602,240</b>	<b>100%</b>

# CITY COMMISSION

## MISSION

To represent the citizens of Lake Mary in governing the City.

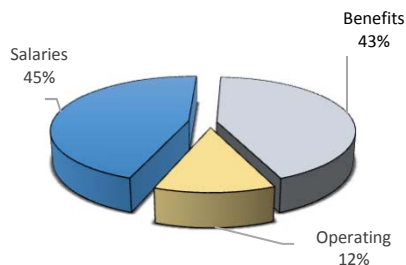
## GOALS

1. To establish policies compatible with Federal and State requirements and to make land development decisions consistent with the City of Lake Mary's Comprehensive Plan.
2. To be responsive and understanding to the problems and needs of Lake Mary citizens.
3. To represent the City before the State, County and other units of government in an effort to protect Lake Mary's interests.

## PERFORMANCE MEASURES

ACTIVITY	2016	2017	%Change	2018 EST
Regular meetings held	19	19	0%	15
Special meetings held	1	2	100%	2
Public hearings held	47	75	60%	70
Representation on other boards	15	15	0%	15
Work Sessions held	6	4	-33%	5

## BUDGET SUMMARY

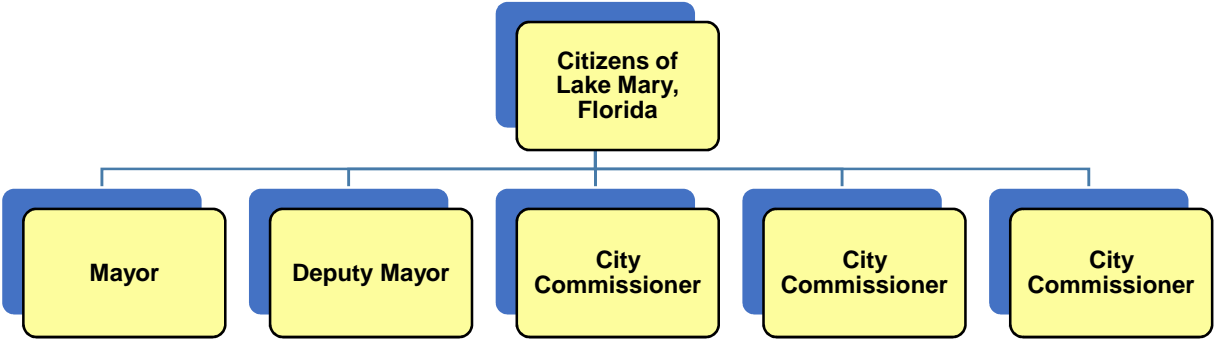


## GENERAL GOVERNMENT - CITY COMMISSION

	2017 ACTUAL	2018 ORIGINAL BUDGET	2018 ADJUSTED BUDGET	2019 ADOPTED BUDGET
Salaries	\$ 45,300	\$ 45,300	\$ 45,300	\$ 45,300
Benefits	\$ 35,054	\$ 43,195	\$ 43,195	\$ 43,195
Operating	\$ 9,667	\$ 12,772	\$ 12,772	\$ 11,976
<b>TOTAL</b>	<b>\$ 90,021</b>	<b>\$ 101,267</b>	<b>\$ 101,267</b>	<b>\$ 100,471</b>



ORGANIZATIONAL CHART



GENERAL GOVERNMENT - CITY COMMISSION

	2017 ACTUAL	2018 ORIGINAL BUDGET	2018 ADJUSTED BUDGET	2019 ADOPTED BUDGET
Mayor	1	1	1	1
Deputy Mayor	1	1	1	1
City Commissioner	3	3	3	3
	5	5	5	5

**City of Lake Mary, Florida**  
**Fiscal Year 2019 Operating Budget**

**GENERAL GOVERNMENT - CITY COMMISSION**  
**001-0111-411**

Description	2017 Actual	2018 Original Budget	2018 Adjusted Budget	2019 Adopted Budget
<b>PERSONNEL SERVICES:</b>				
11-00 Salaries And Wages	\$ 45,300	\$ 45,300	\$ 45,300	\$ 45,300
21-00 FICA	3,652	3,795	3,795	3,795
22-00 Employer Pension	5,400	5,400	5,400	5,400
23-00 Health/Life Insurance	26,002	34,000	34,000	34,000
	<u>80,354</u>	<u>88,495</u>	<u>88,495</u>	<u>88,495</u>
<b>OPERATING EXPENDITURES:</b>				
40-10 Travel & Per Diem	\$ 555	\$ 2,500	\$ 2,500	\$ 1,500
40-20 Travel Allowance	6,000	6,000	6,000	6,000
41-10 Telephone & Fax	249	300	300	300
42-00 Postage & Freight	13	50	50	50
45-50 Insurance Costs	2,507	3,272	3,272	3,476
47-30 Photocopies	125	400	400	400
52-10 General Operating Supplies	218	250	250	250
	<u>9,667</u>	<u>12,772</u>	<u>12,772</u>	<u>11,976</u>
Total Costs	\$ <u>90,021</u>	\$ <u>101,267</u>	\$ <u>101,267</u>	\$ <u>100,471</u>

# CITY MANAGER

## PROGRAM SUMMARY

To provide professional administration of policies and programs established by the City Commission and to demonstrate leadership and innovation in the supervision of the daily affairs of City government. Also, to provide Human Resource support and Risk Management services to all departments.

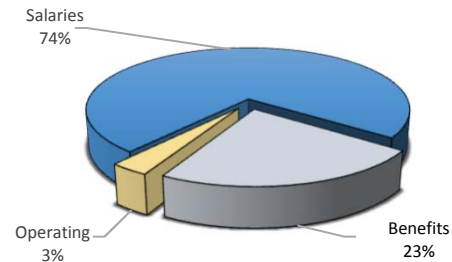
## GOALS

1. To ensure that the citizens, employees, and applicants of Lake Mary are treated in a fair, courteous, and professional manner.
2. To ensure that the City's Annual Budget is prepared and administered in a manner compatible with accepted governmental accounting procedures and the wishes of the Commission.
3. To provide the Commission with appropriate information and backup material which helps them make policy decisions that are in the best interests of the City.
4. To keep the Commission informed of all matters relative to the City's finances.
5. To ensure compliance with all State, Federal and local laws pertaining to equal employment opportunity, Family Medical Leave Act (FMLA), Risk Management, Americans with Disabilities Act, Worker's Compensation, safety and other related programs.
6. To advance economic prosperity for the City of Lake Mary by helping to achieve balanced growth through job creation, business assistance, workforce and neighborhood development programs.

## PERFORMANCE MEASURES

ACTIVITY	2016	2017	%Change	2018 EST
Employment applications received	700	873	25%	604
Evaluations processed	190	198	4%	207
W/C, Accident, Liability, Loss/Damage Reports	60	68	13%	60
FEMA PA Projects	5	8	60%	N/A
FEMA Funds recovered	-	\$ 65,647	-	\$ 53,577
FEMA Funds expected	-	\$ 143,059	-	\$ 1,142,037

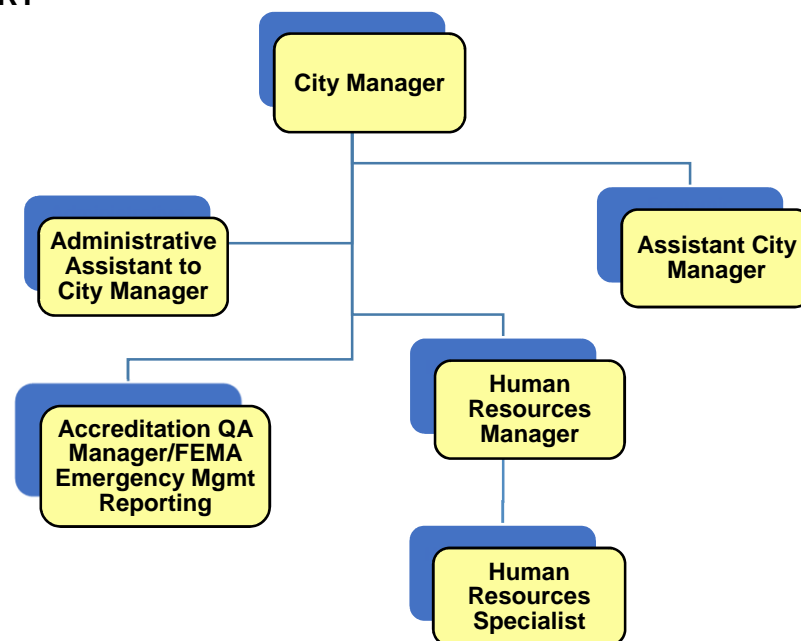
## BUDGET SUMMARY



## GENERAL GOVERNMENT - CITY MANAGER

	2017 ACTUAL	2018 ORIGINAL BUDGET	2018 ADJUSTED BUDGET	2019 ADOPTED BUDGET
Salaries	\$ 484,668	\$ 516,150	\$ 516,150	\$ 600,150
Benefits	\$ 153,767	\$ 168,468	\$ 168,468	\$ 185,787
Operating	\$ 20,784	\$ 27,064	\$ 27,064	\$ 26,849
<b>TOTAL</b>	<b>\$ 659,219</b>	<b>\$ 711,682</b>	<b>\$ 711,682</b>	<b>\$ 812,786</b>

## ORGANIZATIONAL CHART



## GENERAL GOVERNMENT - CITY MANAGER

	2017 ACTUAL	2018 ORIGINAL BUDGET	2018 ADJUSTED BUDGET	2019 ADOPTED BUDGET
City Manager (CM)	1	1	1	1
Administrative Assistant to CM	1	1	1	1
Assistant City Manager	1	1	1	1
Accreditation QA Manager - FEMA Reporting	0	0	1	1
HR Manager	1	1	1	1
HR Specialist	1	1	1	1
<b>TOTAL</b>	<b>5</b>	<b>5</b>	<b>6</b>	<b>6</b>

**City of Lake Mary, Florida**  
**Fiscal Year 2019 Operating Budget**

**GENERAL GOVERNMENT - CITY MANAGER**  
**001-0112-412**

Description	2017 Actual	2018 Original Budget	2018 Adjusted Budget	2019 Adopted Budget
<b>PERSONNEL SERVICES:</b>				
11-00 Salaries And Wages	\$ 484,668	\$ 515,900	\$ 515,900	\$ 599,900
14-00 Overtime	-	250	250	250
21-00 FICA	33,467	39,486	39,486	45,912
22-00 Pension Benefits	59,112	64,519	64,519	75,019
22-10 City Manager CFG	16,572	15,000	15,000	18,000
23-00 Health/Life Insurance	43,149	47,800	47,800	45,100
24-00 Workers Compensation	1,467	1,663	1,663	1,756
	<u>638,435</u>	<u>684,618</u>	<u>684,618</u>	<u>785,937</u>
<b>OPERATING EXPENDITURES:</b>				
40-10 Travel & Per Diem	\$ 2,880	\$ 4,500	\$ 4,500	\$ 4,500
40-20 Car Allowance	8,400	8,400	8,400	8,400
41-10 Telephone & Fax	2,907	3,500	3,500	3,500
42-00 Postage & Freight	109	500	500	300
45-50 Insurance Costs	1,428	1,864	1,864	1,999
46-40 Equipment R&M	-	500	500	500
47-10 Printing & Binding	147	400	400	200
47-30 Photocopies	292	800	800	800
48-10 Promotional Activities	-	100	100	100
49-10 Legal Advertising	-	500	500	500
51-20 Office Equipment under \$1,000	342	750	750	750
51-30 Office Supplies	1,523	2,450	2,450	2,000
54-10 Memberships/Periodicals	2,756	2,500	2,500	3,000
54-30 Employee Development	-	300	300	300
	<u>20,784</u>	<u>27,064</u>	<u>27,064</u>	<u>26,849</u>
Total Costs	\$ <u>659,219</u>	\$ <u>711,682</u>	\$ <u>711,682</u>	\$ <u>812,786</u>



# LEGAL SERVICES

## PROGRAM SUMMARY

To ensure the City Commission, City Manager and staff are fully aware of the legal constraints and ramifications of policy and to provide support for administrative decisions. Also, to protect the City's interest in and through the judicial system.

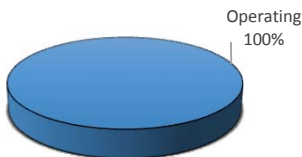
## GOALS

1. To provide legal opinions when requested by the City Commission or City Manager.
2. To draft and/or review ordinances and resolutions to ensure that the Commission's intent is both properly and legally stated.
3. To attend all regular meetings of the City Commission and other meetings as required.
4. To provide for outside counsel as needed for specialized areas of law such as labor and environmental law.

## PERFORMANCE MEASURES

ACTIVITY	2016	2017	%Change	2018 EST
Ordinances prepared	3	3	0%	3
Ordinances reviewed	19	29	53%	30
Resolutions prepared	-	1	-	3
Resolutions reviewed	15	16	7%	18

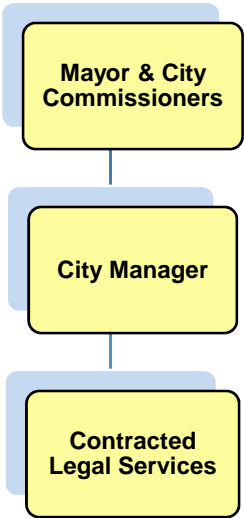
## BUDGET SUMMARY



### GENERAL GOVERNMENT - LEGAL SERVICES

	2017 ACTUAL	2018 ORIGINAL BUDGET	2018 ADJUSTED BUDGET	2019 ADOPTED BUDGET
Operating	\$ 125,654	\$ 120,000	\$ 120,000	\$ 135,000
<b>TOTAL</b>	<b>\$ 125,654</b>	<b>\$ 120,000</b>	<b>\$ 120,000</b>	<b>\$ 135,000</b>

**ORGANIZATIONAL CHART**



**City of Lake Mary, Florida**  
**Fiscal Year 2019 Operating Budget**

**GENERAL GOVERNMENT - LEGAL SERVICES**  
**001-0114-414**

Description	2017 Actual	2018 Original Budget	2018 Adjusted Budget	2019 Adopted Budget
<b>OPERATING EXPENDITURES:</b>				
31-00 Legal Services	\$ 80,000	\$ 90,000	\$ 90,000	\$ 105,000
31-10 Other Legal Services	45,654	30,000	30,000	30,000
	<u>125,654</u>	<u>120,000</u>	<u>120,000</u>	<u>135,000</u>
Total Costs	\$ <u><u>125,654</u></u>	\$ <u><u>120,000</u></u>	\$ <u><u>120,000</u></u>	\$ <u><u>135,000</u></u>

# CITY CLERK

## PROGRAM SUMMARY

This program is responsible for maintaining and indexing all City records including minutes, ordinances, resolutions and proclamations. Also to prepare minutes of Commission meetings and publish all legal notices, qualify candidates, distribute sample ballots, certify petitions, maintain election records and issues Business Tax Receipts.

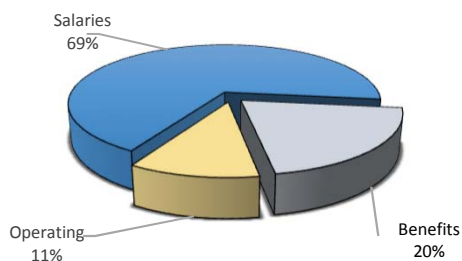
## GOALS

1. To index minutes, ordinances and resolutions.
2. To scan all permanent records for the purposes of retention.
3. To prepare and supervise records retention schedules for all City departments.
4. To conduct City elections in accordance with the City Charter.
5. To record and transcribe minutes of all City Commission meetings including workshops.
6. Deputy City Clerk to obtain Certified Municipal Clerk Designation.

## PERFORMANCE MEASURES

ACTIVITY	2016	2017	%Change	2018 EST
Ordinances executed	19	29	53%	30
Resolutions executed	15	16	7%	18
Business Tax Receipts issued	1,983	2,042	3%	2,050
Candidates qualified	3	2	-33%	3
Minutes recorded	20	22	10%	20
Pages transcribed	431	636	48%	650

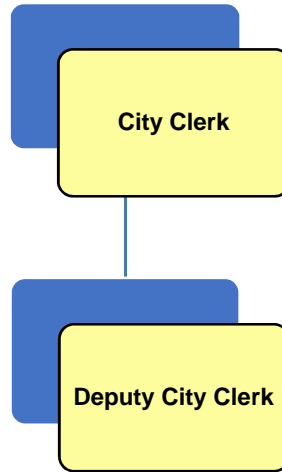
## BUDGET SUMMARY



## GENERAL GOVERNMENT - CITY CLERK

	2017 ACTUAL	2018 ORIGINAL BUDGET	2018 ADJUSTED BUDGET	2019 ADOPTED BUDGET
Salaries	\$ 187,600	\$ 179,950	\$ 179,950	\$ 154,550
Benefits	\$ 53,821	\$ 56,748	\$ 56,748	\$ 46,158
Operating	\$ 18,784	\$ 26,743	\$ 26,743	\$ 24,681
<b>TOTAL</b>	<b>\$ 260,205</b>	<b>\$ 263,441</b>	<b>\$ 263,441</b>	<b>\$ 225,389</b>

## ORGANIZATIONAL CHART



## GENERAL GOVERNMENT - CITY CLERK

	2017 ACTUAL	2018 ORIGINAL BUDGET	2018 ADJUSTED BUDGET	2019 ADOPTED BUDGET
City Clerk	1	1	1	1
Deputy City Clerk	1	1	1	1
	2	2	2	2



**City of Lake Mary, Florida**  
**Fiscal Year 2019 Operating Budget**

**GENERAL GOVERNMENT - CITY CLERK**  
**001-0117-417**

Description	2017 Actual	2018 Original Budget	2018 Adjusted Budget	2019 Adopted Budget
<b>PERSONNEL SERVICES:</b>				
11-00 Salaries And Wages	\$ 186,717	\$ 175,850	\$ 175,850	\$ 150,450
14-00 Overtime	883	4,100	4,100	4,100
21-00 FICA	13,909	13,759	13,759	11,824
22-00 Employer Pension	20,425	22,482	22,482	19,319
23-00 Health/Life Insurance	19,392	20,400	20,400	14,900
24-00 Workers Compensation	95	107	107	115
	<u>241,421</u>	<u>236,698</u>	<u>236,698</u>	<u>200,708</u>
<b>OPERATING EXPENDITURES:</b>				
34-40 Contractual Services	\$ 5,436	\$ 7,665	\$ 7,665	\$ 6,265
40-10 Travel & Per Diem	-	800	800	3,260
41-10 Telephone & Fax	249	300	300	325
42-00 Postage & Freight	1,890	4,000	4,000	3,000
45-50 Insurance Costs	698	911	911	956
47-10 Printing & Binding	512	3,842	3,842	1,350
47-30 Photocopies	97	300	300	300
49-10 Legal Advertising	5,812	4,900	4,900	4,900
51-20 Office Equipment under \$1,000	135	800	800	800
51-30 Office Supplies	687	615	615	615
52-10 General Operating Supplies	1,578	1,750	1,750	1,750
54-10 Memberships/Periodicals	280	260	260	560
54-30 Employee Development	-	600	600	600
<b>Capital Outlay:</b>				
64-50 Machinery & Equipment	1,410	-	-	-
	<u>18,784</u>	<u>26,743</u>	<u>26,743</u>	<u>24,681</u>
Total Costs	\$ <u>260,205</u>	\$ <u>263,441</u>	\$ <u>263,441</u>	\$ <u>225,389</u>

# GENERAL ADMINISTRATION

## PROGRAM SUMMARY

To provide the funding for general services including audit, Employee Wellness Center, special projects, and other expenditures which are not reasonably allocable to other operating programs. Also includes costs associated with citywide memberships and economic incentives.

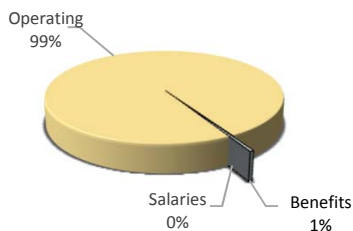
## GOALS

1. To provide for the operation and maintenance of the Employee Wellness Center.
2. To recognize citizens, organizations and employees from time to time through public acknowledgment.
3. To take advantage of the benefits provided by the City's memberships in various organizations which represent local government.
4. To support the City's various advisory boards and special events.
5. To provide funding for the day-to-day operations and maintenance of City Hall.

## PERFORMANCE MEASURES

ACTIVITY	2016	2017	%Change	2018 EST
Memberships in outside organizations	7	7	0%	8
Special recognition (persons)	12	12	0%	12
Wellness Center utilization	87%	83%	-4%	85%
Unique patients	241	237	-2%	245

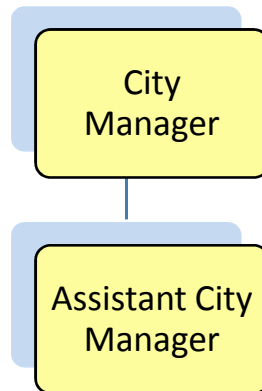
## BUDGET SUMMARY



## GENERAL GOVERNMENT - GENERAL ADMINISTRATION

	2017 ACTUAL	2018 ORIGINAL BUDGET	2018 ADJUSTED BUDGET	2019 ADOPTED BUDGET
Salaries	\$ 480	\$ 1,000	\$ 1,000	\$ 1,000
Benefits	\$ -	\$ 7,000	\$ 7,000	\$ 7,000
Operating	\$ 647,645	\$ 1,261,308	\$ 1,261,308	\$ 1,480,314
<b>TOTAL</b>	<b>\$ 648,125</b>	<b>\$ 1,269,308</b>	<b>\$ 1,269,308</b>	<b>\$ 1,488,314</b>

## ORGANIZATIONAL CHART



**City of Lake Mary, Florida**  
**Fiscal Year 2019 Operating Budget**

**GENERAL GOVERNMENT - GENERAL ADMINISTRATION**  
**001-0119-419**

Description	2017 Actual	2018 Original Budget	2018 Adjusted Budget	2019 Adopted Budget
<b>PERSONNEL SERVICES:</b>				
15-00 Board Pay	\$ 480	\$ 1,000	\$ 1,000	\$ 1,000
25-00 Unemployment Compensation	-	7,000	7,000	7,000
	480	8,000	8,000	8,000
<b>OPERATING EXPENDITURES:</b>				
31-40 Professional Services	\$ 66,227	\$ 78,600	\$ 78,600	\$ 77,500
31-90 Employee Wellness Center	-	315,000	315,000	330,000
32-00 Accounting/Auditing	13,350	17,500	17,500	17,500
34-40 Contractual Service	86,650	75,550	75,550	75,550
41-10 Telephone & Fax	1,141	1,400	1,400	1,400
42-00 Postage & Freight	971	1,400	1,400	2,500
43-10 Water/Sewer	1,647	1,900	1,900	1,700
43-50 Electric	29,537	35,000	35,000	36,000
43-70 Gas	512	600	600	600
44-30 Equipment Rental	2,700	3,000	3,000	3,000
45-50 Insurance Costs	9,487	12,383	12,383	13,164
46-40 Equipment R&M	391	5,000	5,000	5,000
47-10 Printing & Binding	6,265	7,250	7,250	7,250
47-30 Photocopies	5,986	7,500	7,500	7,400
48-10 Promotional Activities	29,319	40,000	40,000	40,000
48-20 Employee Recognition	6,305	10,550	10,550	10,550
52-10 General Operating Supplies	5,206	5,550	5,550	5,550
54-10 Memberships/Periodicals	11,368	18,750	18,750	18,750
54-30 Employee Development	2,250	5,000	5,000	5,000
58-10 Pay Plan Adjustment	-	25,000	25,000	225,000
58-20 Discretionary Fund	12,776	20,000	20,000	20,000
<b>Capital Outlay:</b>				
64-50 Machinery & Equipment	3,226	-	-	-
<b>Grant &amp; Aids:</b>				
82-00 17-92 CRA Portion	76,464	-	-	-
82-02 Meals On Wheels Contribution	-	5,000	5,000	5,000
82-03 SIG - Transportation Contribution	5,000	5,000	5,000	5,000
82-04 Neighborhood Beautification Grant	14,185	25,000	25,000	25,000
82-05 Economic Incentive: Dixon Ticonderoga	-	1,875	1,875	2,500
82-06 Economic Incentive: Paylocity	-	4,750	4,750	14,250

**City of Lake Mary, Florida**  
**Fiscal Year 2019 Operating Budget**

**GENERAL GOVERNMENT - GENERAL ADMINISTRATION**  
**001-0119-419**

Description	2017 Actual	2018 Original Budget	2018 Adjusted Budget	2019 Adopted Budget
82-07 Economic Incentive: Faro	-	2,250	2,250	7,650
82-08 Economic Incentive: Axiom	4,382	11,250	11,250	22,500
82-09 Economic Incentive: Verizon	135,000	281,250	281,250	225,000
82-10 Economic Incentive: Deloitte	117,300	238,000	238,000	170,000
82-13 Economic Incentive: Superion	-	-	-	100,000
	<u>647,645</u>	<u>1,261,308</u>	<u>1,261,308</u>	<u>1,480,314</u>
Total Costs	\$ <u>648,125</u>	\$ <u>1,269,308</u>	\$ <u>1,269,308</u>	\$ <u>1,488,314</u>
<b>Additional Funding Sources:</b>				
Capital Projects Fund				\$ 49,000
<b>Total General Administration including all funding sources</b>				<u>\$ 1,537,314</u>



# RISK MANAGEMENT

## PROGRAM SUMMARY

This program provides for the operation of the City's Safety Program. The Safety Committee acts as the review board for incidents involving vehicle collisions, damage to City equipment, and job related injuries with a goal of prevention. This program also provides the funding for hepatitis immunizations, pre-employment examinations, FDLE background checks, and the Safety Incentive Program.

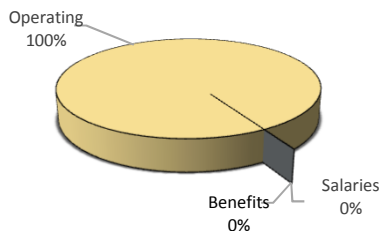
## GOALS

1. To reduce the number of accidents and injuries incurred by City employees through education, training and incentive programs.
2. To provide entry level physicals (Police and Fire) and background checks for all new employees.
3. To increase safety awareness via mandatory safety meetings/training and reading materials.
4. To provide representation on the PRM Board.

## PERFORMANCE MEASURES

ACTIVITY	2016	2017	%Change	2018 EST
Safety Committee Meetings	12	12	0%	12
Departmental Safety Meetings	48	48	0%	48
Accidents & Injuries Reviewed	49	50	2%	35
In-house safety inspections performed	40	42	5%	40

## BUDGET SUMMARY



## GENERAL GOVERNMENT - RISK MANAGEMENT

	2017 ACTUAL	2018 ORIGINAL BUDGET	2018 ADJUSTED BUDGET	2019 ADOPTED BUDGET
Salaries	\$ -	\$ -	\$ -	\$ -
Benefits	\$ -	\$ -	\$ -	\$ -
Operating	\$ 11,676	\$ 17,000	\$ 17,000	\$ 15,050
<b>TOTAL</b>	<b>\$ 11,676</b>	<b>\$ 17,000</b>	<b>\$ 17,000</b>	<b>\$ 15,050</b>

ORGANIZATIONAL CHART



**City of Lake Mary, Florida**  
**Fiscal Year 2019 Operating Budget**

**GENERAL GOVERNMENT - RISK MANAGEMENT**  
**001-0120-420**

Description	2017 Actual	2018 Original Budget	2018 Adjusted Budget	2019 Adopted Budget
<b>OPERATING EXPENDITURES:</b>				
31-30 Medical Services	\$ 279	\$ 2,450	\$ 2,450	\$ 1,000
34-40 Contractual Service	1,117	1,500	1,500	1,500
40-10 Travel & Per Diem	157	1,000	1,000	500
48-10 Promotional Activities	10,123	12,000	12,000	12,000
52-10 General Operating Supplies	-	50	50	50
	<u>11,676</u>	<u>17,000</u>	<u>17,000</u>	<u>15,050</u>
Total Costs	\$ <u><u>11,676</u></u>	\$ <u><u>17,000</u></u>	\$ <u><u>17,000</u></u>	\$ <u><u>15,050</u></u>

# COMMUNITY DEVELOPMENT

## PROGRAM SUMMARY

The Planning & Zoning Division manages all development processes within the City limits.

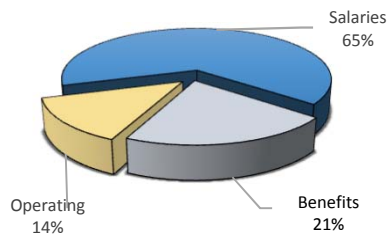
## GOALS

1. Development Review: To ensure timely advertisement, notification, review and staff critique of all Planning and Zoning Requests in accordance with the City of Lake Mary Code of Ordinances and the Comprehensive Plan. This shall also include proactive information sharing via the First Step Process and Online Development Dashboard.
2. GIS: Continue to improve upon and expand the City's online GIS presence to include interactive map tools for use by the general public. To also provide for training of non-GIS staff to use newly created GIS web apps and web tools for improved customer service delivery.
3. Web Presence: Provide up to date and relevant information on the City's website related to Planning and Zoning activities. This will include but not be limited to GIS maps as outlined above, fillable applications, process outlines, and current development projects.
4. Streamline Development Review: Continue to implement processes that allow for less paper to be utilized for all planning processes.
5. Refresh of the Downtown Master Plan.
6. Land Development Code Updates as needed.
7. Complete the Evaluation and Appraisal Report (EAR).
8. Publish Zoning & Future Land Use Map Lookup.
9. Refresh of City's Maps section to an ESRI Gallery.

## PERFORMANCE MEASURES

ACTIVITY	2016	2017	%Change	2018 EST
Land Use Amendments	4	1	-75%	3
Rezoning	6	7	17%	5
Conditional Use	5	3	-40%	2
Subdivisions	12	8	-33%	3
Site Plans	10	6	-40%	6
Variances	1	2	100%	2
Vacates	-	1	100%	1
Neighborhood Beautification Grants	2	-	0%	1
PUD Development Agreements & Amendments	3	1	-67%	-
Development Agreements, New	-	-	0%	1
DRC Reviews	15	6	-60%	10
Home Occupation Review	43	45	5%	40
Business License Review	319	281	-12%	270
Permit Reviews	600	568	-5%	550
Annexations	2	-	0%	-

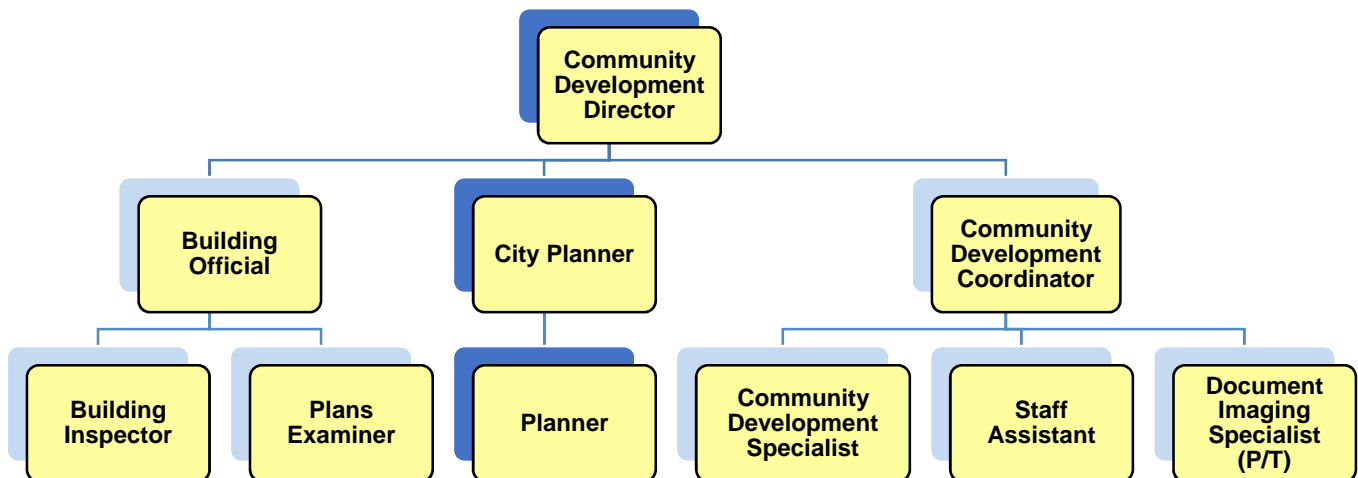
## BUDGET SUMMARY



## GENERAL GOVERNMENT- COMMUNITY DEVELOPMENT

	2017 ACTUAL	2018 ORIGINAL BUDGET	2018 ADJUSTED BUDGET	2019 ADOPTED BUDGET
Salaries	\$ 249,901	\$ 269,100	\$ 269,100	\$ 218,500
Benefits	\$ 62,957	\$ 76,699	\$ 76,699	\$ 70,486
Operating	\$ 42,809	\$ 44,122	\$ 44,122	\$ 45,123
<b>TOTAL</b>	<b>\$ 355,667</b>	<b>\$ 389,921</b>	<b>\$ 389,921</b>	<b>\$ 334,109</b>

## ORGANIZATIONAL CHART



## GENERAL GOVERNMENT- COMMUNITY DEVELOPMENT

	2017 ACTUAL	2018 ORIGINAL BUDGET	2018 ADJUSTED BUDGET	2019 ADOPTED BUDGET
Community Development Director	1	1	1	1
City Planner	1	1	1	1
Planner	1	1	1	1
<b>TOTAL</b>	<b>3</b>	<b>3</b>	<b>3</b>	<b>3</b>

**City of Lake Mary, Florida**  
**Fiscal Year 2019 Operating Budget**

**GENERAL GOVERNMENT - COMMUNITY DEVELOPMENT**  
**001-0115-415**

Description	2017 Actual	2018 Original Budget	2018 Adjusted Budget	2019 Adopted Budget
<b>PERSONNEL SERVICES:</b>				
11-00 Salaries And Wages	\$ 249,901	\$ 269,100	\$ 269,100	\$ 218,500
21-00 FICA	18,481	20,587	20,587	16,716
22-00 Employer Pension	23,634	33,638	33,638	27,313
23-00 Health/Life Insurance	17,619	18,800	18,800	22,600
24-00 Workers Compensation	3,223	3,674	3,674	3,857
	<u>312,858</u>	<u>345,799</u>	<u>345,799</u>	<u>288,986</u>
<b>OPERATING EXPENDITURES:</b>				
31-60 Professional Services	\$ 13,919	\$ 5,000	\$ 5,000	\$ 5,000
34-40 Contractual Services	5,759	7,517	7,517	7,294
40-10 Travel & Per Diem	225	750	750	1,500
40-20 Car Allowance	1,200	1,200	1,200	1,200
41-10 Telephone & Fax	373	500	500	1,085
42-00 Postage & Freight	1,338	2,000	2,000	2,000
43-10 Water/Sewer	451	600	600	600
43-50 Electric	6,557	6,800	6,800	6,800
44-60 Vehicle Rental	1,655	1,931	1,931	1,931
45-50 Insurance Costs	4,792	6,253	6,253	6,647
46-40 Equipment R&M	-	1,000	1,000	500
46-50 Vehicle Maintenance	352	2,000	2,000	1,000
46-60 Vehicle Maint/Contract	-	400	400	400
47-10 Printing & Binding	286	400	400	400
47-30 Photocopies	2,043	2,500	2,500	2,500
51-30 Office Supplies	1,262	1,966	1,966	1,966
52-20 Vehicle Fuel Charges	94	900	900	1,000
52-70 Uniforms	232	305	305	300
54-10 Memberships/Periodicals	1,225	1,350	1,350	1,500
54-30 Employee Development	1,046	750	750	1,500
	<u>42,809</u>	<u>44,122</u>	<u>44,122</u>	<u>45,123</u>
Total Costs	\$ <u>355,667</u>	\$ <u>389,921</u>	\$ <u>389,921</u>	\$ <u>334,109</u>



# INFORMATION SYSTEMS

## PROGRAM SUMMARY

Information Technology provides technical support for all computers, laptops and networking equipment for the City government. Also, maintain a quality infrastructure, and deliver quality, prompt, and reliable technology services to the City employees.

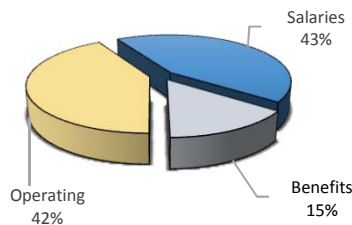
## GOALS

1. Implementation of Microsoft SharePoint.
2. Make improvements to the secured management environment with proper monitoring, alerting notification identification and remediation tasks.
3. To provide technical support for all City information systems and computer hardware related network systems and operations, as well as provide an informative presence on the Web.
4. To suggest new technology strategies that meet the goals and needs of the City, develop policies and procedures relating to technology and train employees on its use.
5. To implement, develop, and enforce technology standards for all City departments.
6. To provide quality service through teamwork, partnership and individual strengths to City employees.

## PERFORMANCE MEASURES

ACTIVITY	2016	2017	%Change	2018 EST
Network Connected desktops maintained	178	120	-33%	110
Network Connected laptops maintained	58	79	36%	90
Network Servers maintained	35	37	6%	40
Routers/Switches maintained	26	26	0%	26
Cell phones maintained	79	87	10%	90
Helpdesk Tickets opened	1,643	1,640	0%	1,800
Average length tickets in days	2	2	0%	2

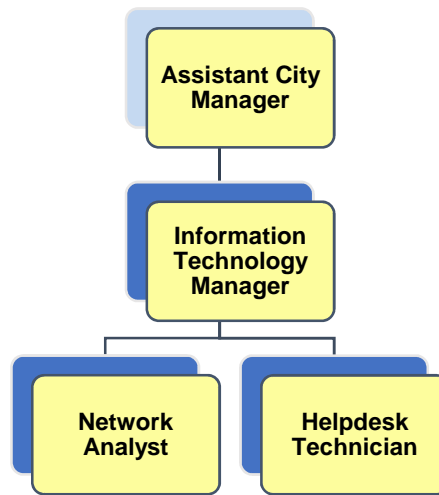
## BUDGET SUMMARY



## GENERAL GOVERNMENT - INFORMATION SYSTEMS

	2017 ACTUAL	2018 ORIGINAL BUDGET	2018 ADJUSTED BUDGET	2019 ADOPTED BUDGET
Salaries	\$ 152,445	\$ 165,000	\$ 165,000	\$ 170,300
Benefits	\$ 50,767	\$ 61,238	\$ 61,238	\$ 57,349
Operating	\$ 82,944	\$ 109,909	\$ 109,909	\$ 163,996
<b>TOTAL</b>	<b>\$ 286,156</b>	<b>\$ 336,147</b>	<b>\$ 336,147</b>	<b>\$ 391,645</b>

## ORGANIZATIONAL CHART



## GENERAL GOVERNMENT - INFORMATION SYSTEMS

	2017 ACTUAL	2018 ORIGINAL BUDGET	2018 ADJUSTED BUDGET	2019 ADOPTED BUDGET
Information Technology Manager	1	1	1	1
Network Analyst	1	1	1	1
Helpdesk Technician	1	1	1	1
	3	3	3	3

**City of Lake Mary, Florida**  
**Fiscal Year 2019 Operating Budget**

**GENERAL GOVERNMENT - INFORMATION SYSTEMS**  
**001-0215-413**

Description	2017 Actual	2018 Original Budget	2018 Adjusted Budget	2019 Adopted Budget
<b>PERSONNEL SERVICES:</b>				
11-00 Salaries And Wages	\$ 152,430	\$ 164,000	\$ 164,000	\$ 169,300
14-00 Overtime	15	1,000	1,000	1,000
21-00 FICA	11,583	12,623	12,623	13,028
22-00 Employer Pension	18,985	20,625	20,625	21,288
23-00 Health/Life Insurance	19,678	27,400	27,400	22,400
24-00 Workers Compensation	521	590	590	633
	<u>203,212</u>	<u>226,238</u>	<u>226,238</u>	<u>227,649</u>
<b>OPERATING EXPENDITURES:</b>				
34-10 Professional Services	\$ -	\$ 2,500	\$ 2,500	\$ 2,500
40-10 Travel & Per Diem	962	1,400	1,400	2,500
41-10 Telephone & Fax	4,210	4,350	4,350	4,350
42-00 Postage & Freight	-	200	200	200
44-60 Vehicle Rental	1,953	1,953	1,953	1,953
45-50 Insurance Costs	571	745	745	782
46-10 Maintenance Contracts	69,778	94,600	94,600	146,500
46-40 Equipment R&M	295	400	400	400
46-50 Vehicle Maintenance	838	900	900	1,000
46-60 Vehicle Maint/Contract	-	100	100	100
51-30 Office Supplies	467	650	650	650
52-20 Vehicle Fuel Charges	227	400	400	400
52-70 Uniforms	-	261	261	261
52-90 Equipment under \$1,000	3,443	600	600	1,000
54-10 Memberships/Periodicals	200	400	400	400
54-30 Employee Development	-	450	450	1,000
	<u>82,944</u>	<u>109,909</u>	<u>109,909</u>	<u>163,996</u>
Total Costs	\$ <u>286,156</u>	\$ <u>336,147</u>	\$ <u>336,147</u>	\$ <u>391,645</u>
<b>Additional Funding Sources:</b>				
Capital Projects Fund			\$ 60,500	
<b>Total Information Systems including all funding sources</b>			<u>\$ 452,145</u>	

# FINANCE

## PROGRAM SUMMARY

This program is responsible for maintaining the City's financial accounting system that includes accounts payable and receivable, payroll processing, fixed assets, annual audit, procurement, and the preparation of all City financial reports. This department is also responsible for the development of the City's Annual Operating Budget and acts as a central collection point for all monies received by other City departments. In conjunction with the City's Water and Sewer Fund, the Department also prepares utility bills and collects payments from its customers.

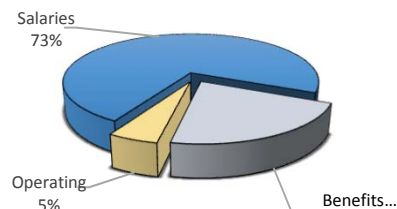
## GOALS

1. To provide service initiatives that offer convenience and transparency to our customers.
2. Continue to produce a Comprehensive Annual Financial Report (CAFR) that meets the GFOA "Certificate of Achievement for Excellence in Financial Reporting" criteria.
3. To provide quality financial information on a timely basis to maintain relevance and reliability.
4. Utilize technology to enhance organizational efficiency.
5. To provide continued training opportunities for staff.
6. Implement software for expanded on-line payment options.
7. To complete upgrades to the AS400 system.
8. Review, update, and improve the vehicle replacement program.
9. To process invoice payments within 25 days of receipt date.

## PERFORMANCE MEASURES

ACTIVITY	2016	2017	%Change	2018 EST
Number of Journal Entries	495	514	4%	500
Number of Checks Deposited	33,256	31,338	-6%	29,500
Number of Electronic Payments	13,200	13,134	-1%	13,100
Number of Accounts Payable Checks	2,972	3,002	1%	3,000
Number of Utility Refund Checks	284	283	0%	300
Number of Purchase Orders	497	323	-35%	250
Number of Purchasing Card	3,519	3,742	6%	4,000
Number of Bids/RFP's Processed	11	6	-45%	7
CAFR Certificate of Achievement	Yes	Pending	N/A	Continuing

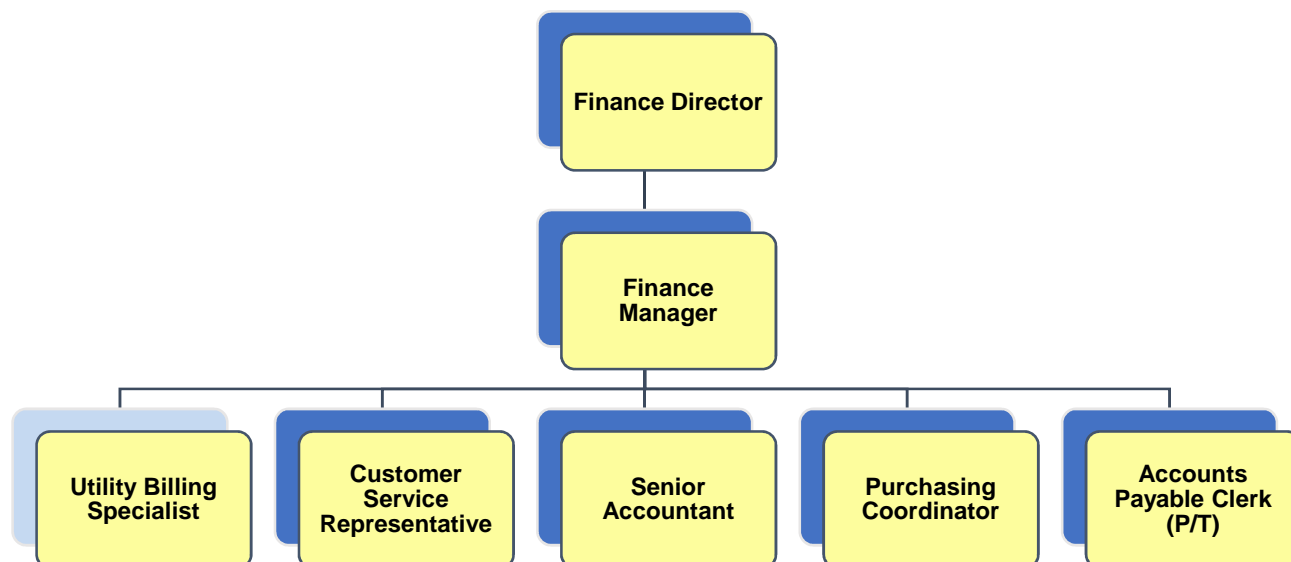
## BUDGET SUMMARY



## GENERAL GOVERNMENT - FINANCE

	2017 ACTUAL	2018 ORIGINAL BUDGET	2018 ADJUSTED BUDGET	2019 ADOPTED BUDGET
Salaries	\$ 438,472	\$ 419,150	\$ 419,150	\$ 405,550
Benefits	\$ 123,285	\$ 130,403	\$ 130,403	\$ 119,881
Operating	\$ 23,684	\$ 30,374	\$ 30,374	\$ 28,626
<b>TOTAL</b>	<b>\$ 585,441</b>	<b>\$ 579,927</b>	<b>\$ 579,927</b>	<b>\$ 554,057</b>

## ORGANIZATIONAL CHART



## GENERAL GOVERNMENT - FINANCE

	2017 ACTUAL	2018 ORIGINAL BUDGET	2018 ADJUSTED BUDGET	2019 ADOPTED BUDGET
Finance Director	1	1	1	1
Finance Manager	1	1	1	1
Senior Accountant	1	1	1	1
Purchasing Coordinator	1	1	1	1
Customer Service Rep	1	1	1	1
Accounts Payable Clerk (P/T)	1	1	1	1
<b>TOTAL</b>	<b>6</b>	<b>6</b>	<b>6</b>	<b>6</b>

**City of Lake Mary, Florida**  
**Fiscal Year 2019 Operating Budget**

**GENERAL GOVERNMENT - FINANCE**  
**001-0213-413**

Description	2017 Actual	2018 Original Budget	2018 Adjusted Budget	2019 Adopted Budget
<b>PERSONNEL SERVICES:</b>				
11-00 Salaries And Wages	\$ 438,472	\$ 419,000	\$ 419,000	\$ 405,400
14-00 Overtime	-	150	150	150
21-00 FICA	32,166	32,065	32,065	31,025
22-00 Employer Pension	53,623	52,394	52,394	50,694
23-00 Health/Life Insurance	36,928	45,300	45,300	37,500
24-00 Workers Compensation	568	644	644	662
	<u>561,757</u>	<u>549,553</u>	<u>549,553</u>	<u>525,431</u>
<b>OPERATING EXPENDITURES:</b>				
34-40 Contractual Services	\$ 10,533	\$ 11,400	\$ 11,400	\$ 11,600
40-10 Travel & Per Diem	3,254	4,450	4,450	4,450
40-20 Car Allowance	1,039	1,200	1,200	1,200
41-10 Telephone & Fax	622	1,350	1,350	1,350
42-00 Postage & Freight	1,282	1,500	1,500	1,500
45-50 Insurance Costs	1,777	2,319	2,319	2,476
46-40 Equipment R&M	-	800	800	600
47-10 Printing & Binding	489	750	750	600
47-30 Photocopies	260	250	250	250
51-20 Office Equip under \$1,000	2,500	1,400	1,400	1,500
51-30 Office Supplies	1,208	1,800	1,800	1,500
54-10 Memberships/Periodicals	720	1,555	1,555	1,000
54-30 Employee Development	-	400	400	600
<b>Capital Outlay:</b>				
64-10 Machinery & Equipment	-	1,200	1,200	-
	<u>23,684</u>	<u>30,374</u>	<u>30,374</u>	<u>28,626</u>
Total Costs	\$ <u>585,441</u>	\$ <u>579,927</u>	\$ <u>579,927</u>	\$ <u>554,057</u>

# BUILDING DIVISION

## PROGRAM SUMMARY

This program is responsible for review, critique, and processing all applications and plans for new construction, additions, and alterations to structures located within the City of Lake Mary. This includes inspections of the structural, electrical, plumbing, mechanical, and gas at various stages of construction in the above listed structures. Other programs provided are front desk assistance for all customers, document scanning, as well as full Department coordination of project intake and the First Step Meetings process.

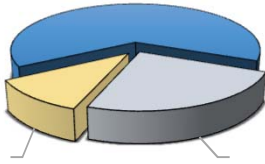
## GOALS

1. Provide professional permit services to all parties wishing to construct within the City of Lake Mary.
2. Review all plans for compliance with State mandated minimum building codes and any other relevant required code minimums.
3. Provide for construction inspections to verify compliance with State mandated minimum building codes.
4. Maintain records of permitted activity, fees collected, plans reviewed and inspections performed utilizing the best methods available.
5. Create online permit review dashboard.
6. Publish the following online: Current Building and Fire Codes, Permits Issued Report and "Who Needs a Permit and Why" FAQ.
7. Training for online zoning and land use look-up.

## PERFORMANCE MEASURES

ACTIVITY	2016	2017	%Change	2018 EST
Commercial - New/Renovation	120	118	-2%	150
Residential - New/Renovation	160	232	45%	245
Miscellaneous Permits	950	1,700	79%	1,830
Total Permits Issued	1,250	2,050	64%	2,200
Construction Value in Millions	31	34	10%	55
Construction Inspections	4,500	6,659	48%	7,100
Construction Plan Reviews	600	660	10%	1,200
First Step Meetings	19	20	5%	20

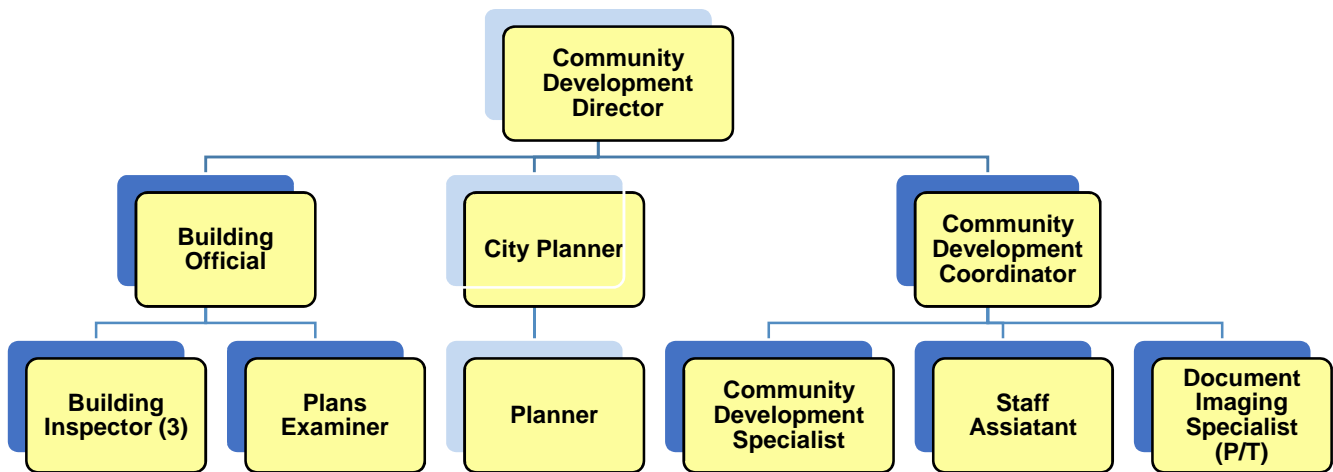
## BUDGET SUMMARY



### GENERAL GOVERNMENT - BUILDING DIVISION

Salaries	\$ 295,004	\$ 331,850	\$ 331,850	\$ 464,069
Benefits	\$ 111,779	\$ 130,367	\$ 130,367	\$ 174,242
Operating	\$ 55,259	\$ 75,586	\$ 75,586	\$ 79,612

## ORGANIZATIONAL CHART



### GENERAL GOVERNMENT - BUILDING DIVISION

	2017 ACTUAL	2018 ORIGINAL BUDGET	2018 ADJUSTED BUDGET	2019 ADOPTED BUDGET
Building Official	1	1	1	1
Building Inspector	1	1	2	3
Plans Examiner	1	1	1	1
Community Development Coordinator	1	1	1	1
Community Development Specialist	1	1	1	1
Staff Assistant	1	1	1	1
Document Imaging Specialist (P/T)	1	1	1	1
	7	7	8	9



**City of Lake Mary, Florida**  
**Fiscal Year 2019 Operating Budget**

**GENERAL GOVERNMENT - BUILDING DIVISION**  
**001-0124-424**

Description	2017 Actual	2018 Original Budget	2018 Adjusted Budget	2019 Adopted Budget
<b>PERSONNEL SERVICES:</b>				
11-00 Salaries And Wages	\$ 289,004	\$ 320,600	\$ 320,600	\$ 438,819
14-00 Overtime	-	1,250	1,250	1,250
17-00 Certification Incentives	6,000	10,000	10,000	24,000
21-00 FICA	21,834	25,387	25,387	35,503
22-00 Employer Pension	36,216	41,482	41,482	58,009
23-00 Health/Life Insurance	37,185	44,700	44,700	59,400
24-00 Workers Compensation	16,544	18,798	18,798	21,330
	<u>406,783</u>	<u>462,217</u>	<u>462,217</u>	<u>638,311</u>
<b>OPERATING EXPENDITURES:</b>				
34-40 Contractual Services	\$ 3,643	\$ 9,705	\$ 9,705	\$ 10,200
41-10 Telephone & Fax	5,000	5,800	5,800	7,500
42-00 Postage & Freight	11	100	100	100
43-10 Water/Sewer	675	800	800	800
43-50 Electric	9,835	10,200	10,200	10,200
44-30 Equipment Rental	531	1,200	1,200	1,200
44-60 Vehicle Rental	1,318	4,675	4,675	4,675
45-50 Insurance Costs	6,886	8,987	8,987	9,558
46-10 Maintenance Contracts	14,937	15,920	15,920	15,920
46-40 Equipment R&M	-	350	350	350
46-50 Vehicle Maintenance	3,392	3,900	3,900	3,900
46-60 Vehicle Maint/Contract	-	1,000	1,000	1,000
47-10 Printing	391	200	200	200
47-30 Photocopies	1,343	1,500	1,500	1,500
51-30 Office Supplies	2,069	3,700	3,700	3,700
52-20 Vehicle Fuel Charges	1,769	2,400	2,400	2,400
52-70 Uniforms	110	649	649	1,159
52-90 Equip under \$1,000	553	650	650	650
54-10 Memberships/Periodicals	686	2,600	2,600	2,600
54-30 Employee Development	700	1,250	1,250	2,000
<b>Capital Outlay:</b>				
64-99 Machinery & Equipment	1,410	-	-	-
	<u>55,259</u>	<u>75,586</u>	<u>75,586</u>	<u>79,612</u>
Total Costs	\$ <u>462,042</u>	\$ <u>537,803</u>	\$ <u>537,803</u>	\$ <u>717,923</u>

# POLICE OPERATIONS

## PROGRAM SUMMARY

This program is responsible for all police services/operations including law enforcement, investigations, traffic enforcement, crime prevention and public education.

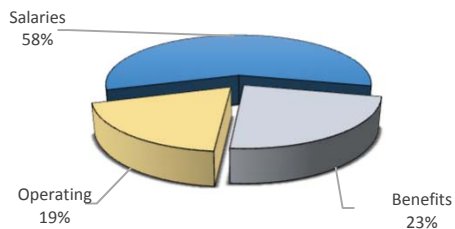
## GOALS

1. Law Enforcement Operations – To provide citizens with quick response to emergency calls for service and provide proactive preventative patrol and traffic enforcement in residential and commercial areas of the city. Police officers are to be visible in the communities, schools and business areas of the city in various roles to include, standard patrol in marked patrol vehicles, bicycle patrol, foot patrol, traffic (motorcycles), School Resource Officers, and K-9 Officers.
2. Investigative Operations - To provide fully certified and trained investigators to conduct proactive and follow-up investigations on crimes that occur within the city. Also, to perform crime scene processing and work closely with other law enforcement agencies on joint investigations. The Investigations Division will also be tasked with conducting background investigations for new hires for both civilian and sworn positions.
3. Crime Prevention/Public Education Programs – To provide our residential and corporate citizens with crime prevention and public education programs at home, school, or work and while on the roadway. Also, to enhance community based policing by getting citizens involved in programs organized by the police department's community policing division.
4. Provide classes at Lake Mary Elementary School and Crystal Lake Elementary School with drug abuse awareness and gang resistance education (FOCUS) and other child safety programs.
5. Continue to maintain excellent standing with the Commission for Florida Accreditation by reviewing and making necessary changes to policies and procedures.
6. Identify individuals that may be suited for supervision and leadership roles within the agency and provide them with training that will prepare them for those roles.
7. Provide all officers with the training they need to maintain good officer safety skills. Train with other agencies to prepare for large scale events. SRO's should continue training with SCSO and SCPS.
8. Implement a shift differential program to compensate officers working night shift. Recommendation is 30 minutes of additional pay officer per shift. Estimate is \$32,000 to cover this program.

## PERFORMANCE MEASURES

ACTIVITY	2016	2017	%Change	2018 EST
<b>Uniform Crime Report Index</b>				
Murders	-	-	0%	-
Sex Offenses, Forcible	9	9	0%	9
Robbery	6	5	-17%	6
Assault/Battery	132	97	-27%	100
Burglary	38	30	-21%	35
Theft, all other	205	196	-4%	200
Motor Vehicle Theft	16	13	-19%	15
Theft of Motor Vehicle Parts	15	15	0%	15
Arson	-	-	0%	1
<b>Drug Related Incidents</b>				
Total Possession of Drugs/Paraphernalia Cases	127	77	-39%	85
Total Driving While Intoxicated Arrests	18	21	17%	22
<b>Total Physical Arrests made during the Year</b>				
Adults	490	397	-19%	450
Juveniles	34	27	-21%	30
<b>Traffic Related Calls</b>				
Total Vehicular Crashes worked	764	753	-1%	775
Criminal Citations Issued	199	131	-34%	150
Grand Total UTC Citations Issued	3,788	3,472	-8%	3,500
Total City Parking Citations issued	35	29	-17%	30
Total K9 Searches (this includes outside agency requests)	162	69	-57%	50
Outside Jurisdiction Agency Assist (which include K-9 requests)	785	672	-14%	700
<b>Alarms</b>				
Total Alarms (home, auto & business)	1,246	1,293	4%	1,300
Number of Alarms which were False	356	401	13%	400
Number of Alarms which were Valid	890	889	0%	900
Responses to City Ordinance Violations	398	512	29%	525
<b>Investigations</b>				
New Cases Assigned to Investigators	326	335	3%	350
Cases Closed/Inactivated by Investigators	309	335	8%	350
Total Amount of Property Lost/Stolen	931,155	503,781	-46%	60,000
Total Amount of Property Recovered	501,811	404,943	-19%	425,000

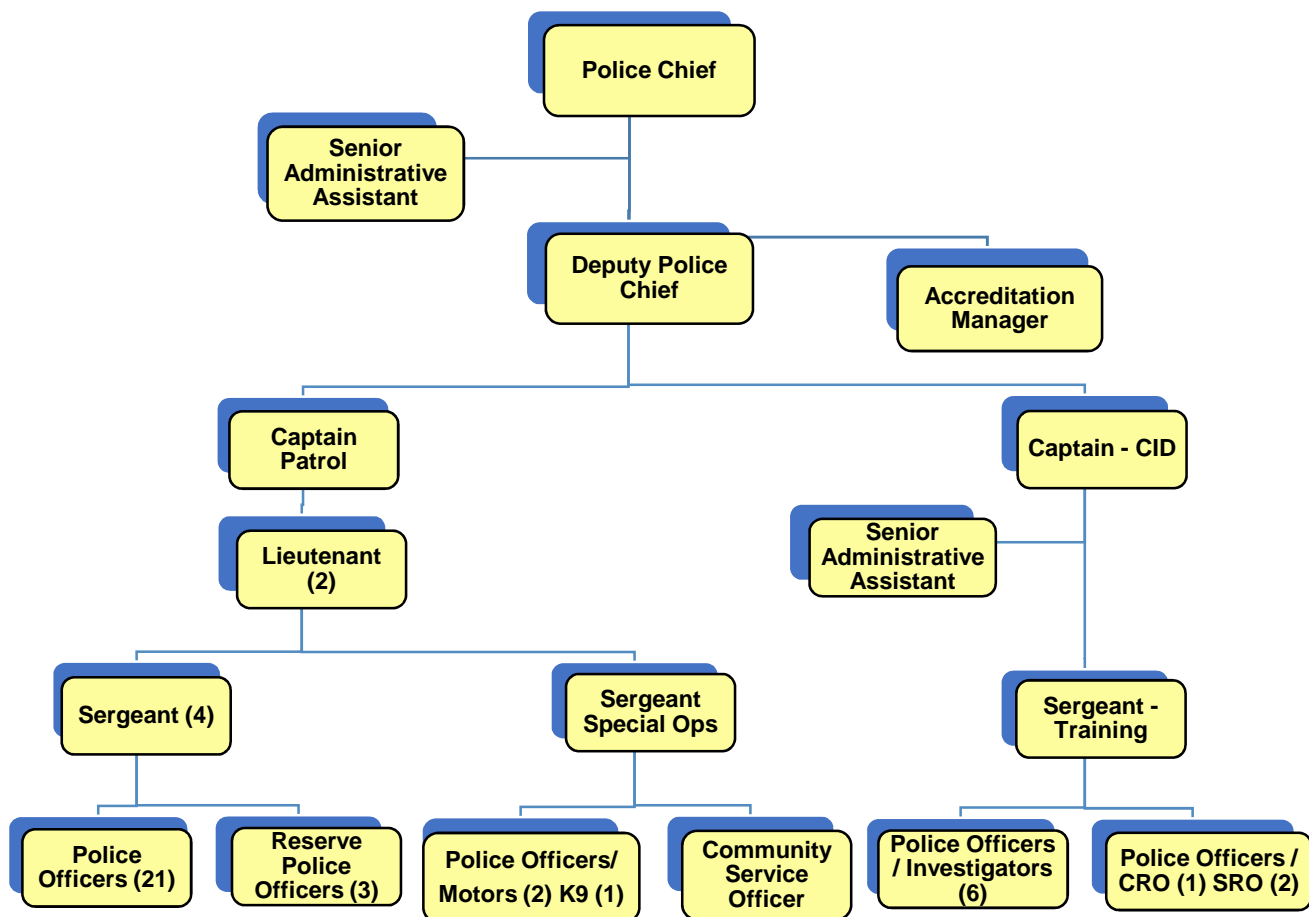
## BUDGET SUMMARY



## PUBLIC SAFETY - POLICE OPERATIONS

	2017 ACTUAL	2018 ORIGINAL BUDGET	2018 ADJUSTED BUDGET	2019 ADOPTED BUDGET
Salaries	\$ 3,038,031	\$ 3,135,856	\$ 3,135,856	\$ 3,214,406
Benefits	\$ 1,279,699	\$ 1,455,655	\$ 1,455,655	\$ 1,268,208
Operating	\$ 935,171	\$ 1,051,748	\$ 1,051,748	\$ 1,041,531
<b>TOTAL</b>	<b>\$ 5,252,901</b>	<b>\$ 5,643,259</b>	<b>\$ 5,643,259</b>	<b>\$ 5,524,145</b>

## ORGANIZATIONAL CHART



# **PUBLIC SAFETY - POLICE OPERATIONS**

	2017 ACTUAL	2018 ORIGINAL BUDGET	2018 ADJUSTED BUDGET	2019 ADOPTED BUDGET
Police Chief	1	1	1	1
Deputy Police Chief	1	1	1	1
Sr. Administrative Assistant	2	2	2	2
Accreditation Manager	1	1	1	1
Captain	2	2	2	2
Lieutenant	2	2	2	2
Sergeant	6	6	6	6
Police Officer I, II, 1st Class	30	31	31	32
OCDETF Officer	1	1	1	1
Community Service Officer	1	1	1	1
Reserve Police Officer	2	3	3	3
	49	51	51	52

**City of Lake Mary, Florida**  
**Fiscal Year 2019 Operating Budget**

**PUBLIC SAFETY - POLICE OPERATIONS**  
**001-0321-421**

Description	2017 Actual	2018 Original Budget	2018 Adjusted Budget	2019 Adopted Budget
<b>PERSONNEL SERVICES:</b>				
11-00 Salaries And Wages	\$ 2,739,188	\$ 2,856,300	\$ 2,856,300	\$ 2,920,050
14-00 Overtime	228,343	212,200	212,200	224,200
15-10 Incentive Pay	70,500	67,356	67,356	70,156
21-00 FICA	215,196	239,894	239,894	245,903
22-00 Employer Pension	628,685	705,568	705,568	564,581
23-00 Health/Life Insurance	361,254	423,400	423,400	365,000
24-00 Workers Compensation	74,564	86,793	86,793	92,724
	<u>4,317,730</u>	<u>4,591,511</u>	<u>4,591,511</u>	<u>4,482,614</u>
<b>OPERATING EXPENDITURES:</b>				
31-30 Medical Services	\$ 1,425	\$ 2,850	\$ 2,850	\$ 3,000
34-40 Contractual Services	12,465	12,495	12,495	14,760
40-10 Travel & Per Diem	8,998	18,353	18,353	12,800
41-10 Telephone & Fax	35,628	44,250	44,250	45,900
43-10 Water/Sewer	2,735	2,900	2,900	2,900
43-50 Electric	54,671	56,000	56,000	56,000
44-60 Vehicle Rental	350,456	388,349	388,349	374,740
45-50 Insurance Costs	62,609	81,667	81,667	86,761
46-10 Maintenance Contracts	25,395	19,663	19,663	7,975
46-40 Equipment R&M	5,350	12,998	12,998	12,998
46-50 Vehicle Maintenance	107,077	117,450	117,450	119,950
46-60 Vehicle Maint/Contract	11,129	15,000	15,000	20,000
47-10 Printing & Binding	2,587	1,600	1,600	2,050
48-10 Promotional Activities	5,476	5,000	5,000	5,000
49-30 Investigative Fees	2,180	2,600	2,600	2,600
52-10 General Operating Supplies	21,500	22,107	22,107	22,607
52-20 Vehicle Fuel Charges	95,111	136,700	136,700	140,400
52-70 Uniforms & Clothing Allow	40,368	40,950	40,950	42,000
52-90 Equip under \$1,000	31,167	11,249	11,249	11,700
54-10 Memberships/Periodicals	1,773	4,680	4,680	2,150
54-30 Employee Development	26,582	29,400	29,400	31,400

**City of Lake Mary, Florida**  
**Fiscal Year 2019 Operating Budget**

**PUBLIC SAFETY - POLICE OPERATIONS**  
**001-0321-421**

Description	2017 Actual	2018 Original Budget	2018 Adjusted Budget	2019 Adopted Budget
<b>Capital Outlay:</b>				
64-50 Machinery & Equipment	30,489	25,487	25,487	23,840
	<u>935,171</u>	<u>1,051,748</u>	<u>1,051,748</u>	<u>1,041,531</u>
 Total Costs	 \$ <u>5,252,901</u>	 \$ <u>5,643,259</u>	 \$ <u>5,643,259</u>	 \$ <u>5,524,145</u>
 <b>Additional Funding Sources:</b>				
Police Education Fund			\$	10,000
Police Impact Fees Fund				71,040
Capital Projects Fund				<u>329,100</u>
<b>Total Police including all funding sources</b>			<b>\$</b>	<b><u>5,934,285</u></b>

# SUPPORT SERVICES

## PROGRAM SUMMARY

This program provides records, property and evidence, and code enforcement support for the Police Department.

## GOALS

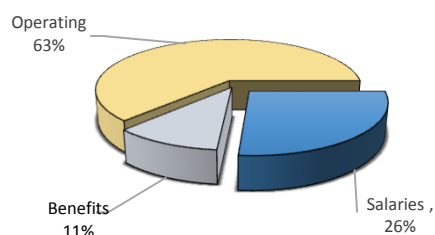
1. To provide face to face assistance for individuals coming into the police department requesting public information.
2. To provide fingerprinting services to the public.
3. To compile reports for State and National government (i.e. UCR, Hate Crime, etc.) and as needed for other police department business.
4. To support the city by gathering necessary background information for contract workers that need to gain access to our facility to complete projects.
5. To process and store agency reports, including arrests, criminal reports, radar calibrations, special operations, etc, in accordance with Florida Records Retention Laws.
6. To process requests for uniforms, equipment, and other operating items for the police department.
7. To maintain custody and storage of items being placed into evidence. This encompasses the collection, identification, lab analysis, preservation, storage, destruction and transfer of all items of evidence to other agencies.
8. To provide redacted body camera and in-car camera video for the media, attorneys or other public information requests.
9. Receive, investigate, and process complaints as they relate to reported violations of the City's Code of Ordinances; also initiate same.

## PERFORMANCE MEASURES

ACTIVITY	2016	2017	%Change	2018 EST
Police Calls Dispatched	65,521	89,746	37%	95,000
9-1-1 Calls Received	4,925	4,525	-8%	4,500
Fingerprinting Services Revenue	\$ 5,360	\$ 3,699	-31%	\$ 5,500
Report, COI, Parking Citations Revenue	\$ 22,846	\$ 24,313	6%	\$ 25,000
Evidence Processed (pieces)	2,642	2,030	-23%	2,500
Code Enforcement Activity (reports Generated)	128	106	-17%	110
Code Enforcement (Dispatched calls/Assist Ofcs.)	9	61	578%	70



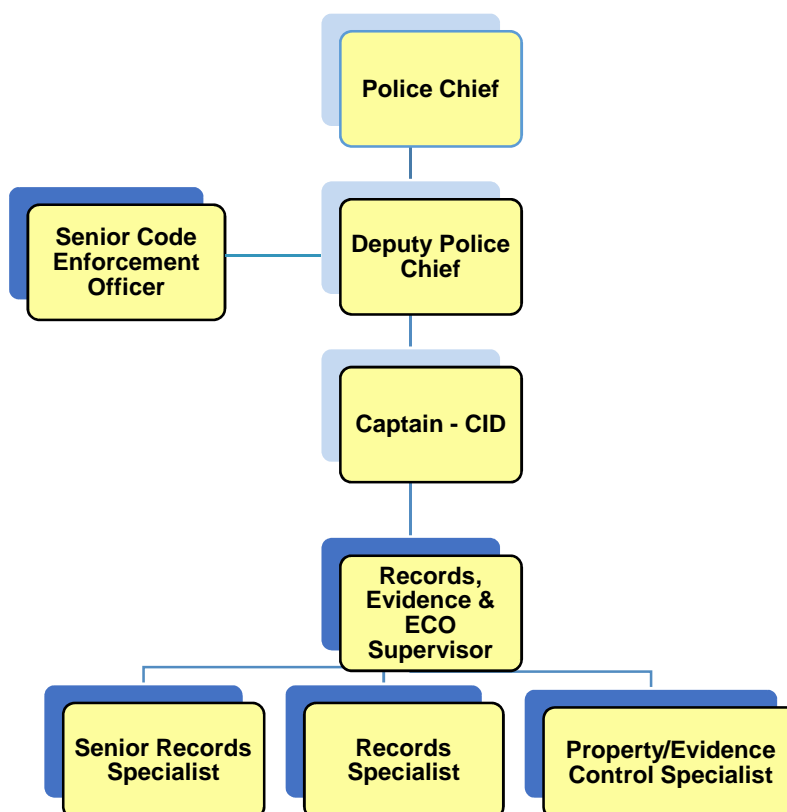
## BUDGET SUMMARY



## PUBLIC SAFETY - SUPPORT SERVICES

	2017 ACTUAL	2018 ORIGINAL BUDGET	2018 ADJUSTED BUDGET	2019 ADOPTED BUDGET
Salaries	\$ 604,597	\$ 648,225	\$ 648,225	\$ 233,100
Benefits	\$ 201,423	\$ 238,168	\$ 238,168	\$ 95,137
Operating	\$ 97,962	\$ 161,155	\$ 161,155	\$ 555,635
<b>TOTAL</b>	<b>\$ 903,982</b>	<b>\$ 1,047,548</b>	<b>\$ 1,047,548</b>	<b>\$ 883,872</b>

## ORGANIZATIONAL CHART



## PUBLIC SAFETY - SUPPORT SERVICES

	2017 ACTUAL	2018 ORIGINAL BUDGET	2018 ADJUSTED BUDGET	2019 ADOPTED BUDGET
Records, Evidence & ECO Supervisor	-	-	1	1
Senior Records Specialist	1	1	1	1
Records Specialist	1	1	1	1
Property/Evidence Control	1	1	1	1
Sr. Code Enforcement Officer	1	1	1	1
<b>TOTAL</b>	<b>4</b>	<b>4</b>	<b>5</b>	<b>5</b>

**City of Lake Mary, Florida**  
**Fiscal Year 2019 Operating Budget**

**PUBLIC SAFETY - POLICE SUPPORT SERVICES**  
**001-0323-423**

Description	2017 Actual	2018 Original Budget	2018 Adjusted Budget	2019 Adopted Budget
<b>PERSONNEL SERVICES:</b>				
11-00 Salaries And Wages	\$ 528,517	\$ 600,075	\$ 600,075	\$ 228,100
14-00 Overtime	76,080	48,150	48,150	5,000
21-00 FICA	43,702	49,590	49,590	17,833
22-00 Employer Pension	58,012	63,747	63,747	29,138
23-00 Health/Life Insurance	90,528	114,400	114,400	37,200
24-00 Workers Compensation	9,181	10,431	10,431	10,966
	<u>806,020</u>	<u>886,393</u>	<u>886,393</u>	<u>328,237</u>
<b>OPERATING EXPENDITURES:</b>				
34-40 Contractual Services	\$ 21,753	\$ 28,257	\$ 28,257	\$ 468,530
40-10 Travel & Per Diem	1,848	4,000	4,000	3,500
41-10 Telephone & Fax	4,361	5,000	5,000	4,200
41-30 Radio Maintenance	421	3,000	3,000	3,000
42-00 Postage & Freight	1,208	1,500	1,500	1,500
43-10 Water/Sewer	1,823	2,000	2,000	2,100
43-50 Electric	13,668	14,000	14,000	14,000
44-60 Vehicle Rental	3,571	7,087	7,087	3,608
45-50 Insurance Costs	8,345	10,892	10,892	11,557
46-10 Maintenance Contracts	10,745	30,829	30,829	9,740
46-40 Equipment R&M	975	4,200	4,200	3,700
46-50 Vehicle Maintenance	1,518	1,500	1,500	1,700
46-60 Vehicle Maint/Contract	-	500	500	500
47-10 Printing & Binding	738	650	650	800
47-30 Photocopies	4,759	5,500	5,500	5,500
48-10 Promotional Activities	324	300	300	200
52-10 General Operating Supplies	13,484	14,100	14,100	14,000
52-20 Vehicle Fuel Charges	1,244	2,000	2,000	2,000
52-70 Uniforms & Clothing Allow	1,377	2,060	2,060	900
52-90 Equip under \$1,000	4,353	14,300	14,300	3,000
54-10 Memberships/Periodicals	378	850	850	600
54-30 Employee Development	1,069	2,500	2,500	1,000
<b>Capital Outlay:</b>				
64-10 Machinery & Equipment	-	6,130	6,130	-
	<u>97,962</u>	<u>161,155</u>	<u>161,155</u>	<u>555,635</u>
Total Costs	\$ <u>903,982</u>	\$ <u>1,047,548</u>	\$ <u>1,047,548</u>	\$ <u>883,872</u>

# FIRE EMERGENCY OPERATIONS

## PROGRAM SUMMARY

The Lake Mary Fire Department (LMFD) provides our citizens with the highest quality fire suppression, emergency medical and rescue services. Our goal is to maintain the highest levels of professionalism, efficiency and unmatched services for our community. To obtain that goal, in 2017 we teamed up with Seminole State College, The Center for Public Safety Excellence, our City leadership team, and our community at large to develop a "Community-Driven Strategic Plan". It is intended to guide our organization with established parameters set forth by our leadership team. The planning horizon for the strategic plan is three (3) years. The goals and objectives that are implemented will be periodically reviewed and updated annually to ensure their completion. It will be modified as necessary for priority changes, budgetary constraints, and planning refinements and will consistently provide an overview of anticipated activities and requirements. The Emergency Operations Program budget is intended to provide for the personnel and logistical support necessary to provide a career fire department. This department operates out of two (2) stations, #37 on Wallace Court on the west side and #33 on East Crystal Lake Avenue in the downtown area. Both stations house an ALS Rescue/Transport unit and an ALS Engine Company. One Emergency Operations Division Battalion Chief oversees the daily operation of field units.

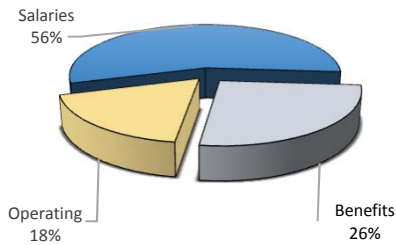
## GOALS

1. To provide an average 5-minute response 90% of the time, within the city.
2. To improve the overall health of our personnel through a systematic health and wellness program.
3. To improve our information management systems as well as our documentation practices through a rigorous and comprehensive quality assurance program.
4. Review and update our current comprehensive emergency management plan.
5. To be reevaluated by the Insurance Services Organization (ISO) and improve our rating.
6. To achieve accreditation status by May, 2019. In doing so, the department will have been assessed against nationally recognized best practices in administration, emergency operations, and preparedness.

## PERFORMANCE MEASURES

ACTIVITY	2016	2017	%Change	2018 EST
Total Alarms	4,748	4,337	-9%	4,467
Medical Transports	2,013	2,056	2%	2,118
Fire Alarms (Fires and Fire Alarms)	670	1,182	76%	1,217
Other Calls for service including non-transport EMS	2,065	3,155	53%	3,250
Average Turnout Time EMS Calls (Goal 60 seconds)	0:01:22	0:01:17	-6%	0:01:10
Average Turnout Time Non-EMS Calls (Goal 80 seconds)	0:01:28	0:01:26	-2%	0:01:18
Average Response Time to First Due Calls	0:05:25	0:05:19	-2%	0:05:01

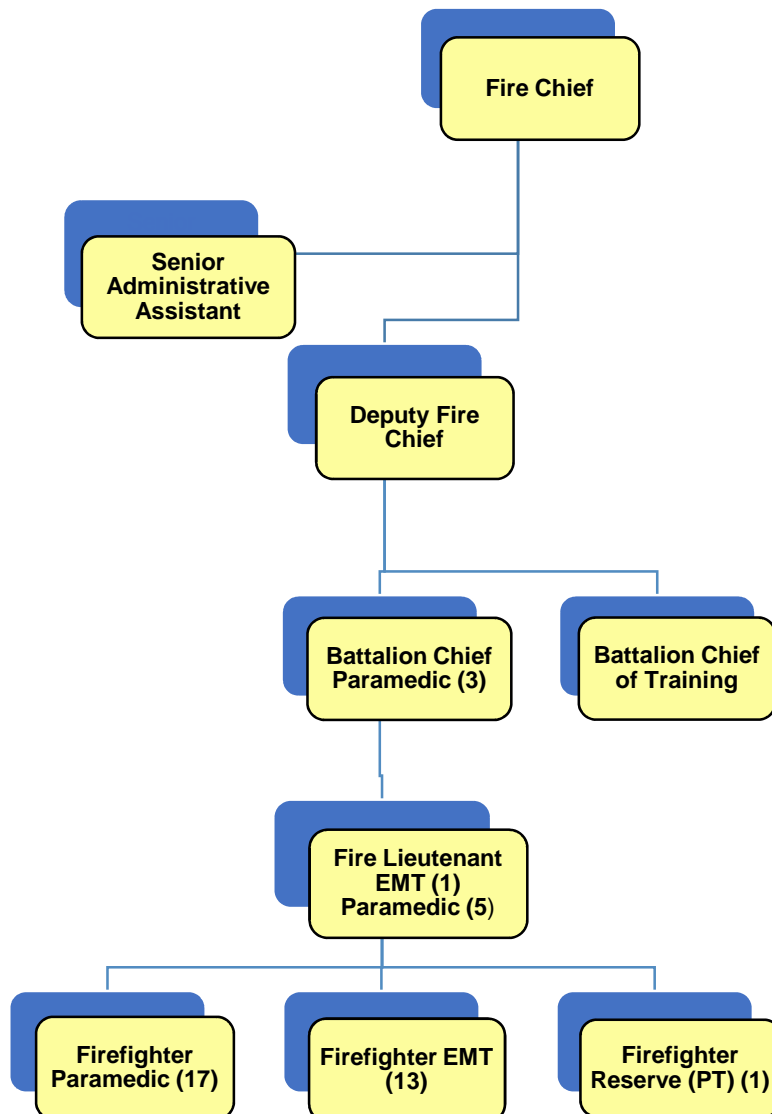
## BUDGET SUMMARY



## PUBLIC SAFETY - FIRE EMERGENCY OPERATIONS

	2017 ACTUAL	2018 ORIGINAL BUDGET	2018 ADJUSTED BUDGET	2019 ADOPTED BUDGET
Salaries	\$ 2,876,052	\$ 3,011,160	\$ 3,011,160	\$ 2,866,854
Benefits	\$ 1,236,708	\$ 1,336,484	\$ 1,336,484	\$ 1,332,183
Operating	\$ 729,541	\$ 856,413	\$ 856,413	\$ 926,631
<b>TOTAL</b>	<b>\$ 4,842,301</b>	<b>\$ 5,204,057</b>	<b>\$ 5,204,057</b>	<b>\$ 5,125,668</b>

## ORGANIZATIONAL CHART



# **PUBLIC SAFETY - FIRE EMERGENCY OPERATIONS**

	2017 ACTUAL	2018 ORIGINAL BUDGET	2018 ADJUSTED BUDGET	2019 ADOPTED BUDGET
Fire Chief	1	1	1	1
Sr. Administrative Assistant	1	1	1	1
Deputy Chief	1	1	1	1
Battalion Chief	3	3	3	3
Battalion Chief Training	1	1	1	1
Fire Lieutenant	2	1	1	1
Fire Lieutenant/Paramedic	4	5	5	5
Firefighter/Paramedic	18	17	17	17
Firefighter/EMT	9	10	10	13
Reserves (P/T)	0	1	1	1
	40	41	41	44

**City of Lake Mary, Florida**  
**Fiscal Year 2019 Operating Budget**

**PUBLIC SAFETY - FIRE EMERGENCY OPERATIONS**  
**001-0322-422**

Description	2017 Actual	2018 Original Budget	2018 Adjusted Budget	2019 Adopted Budget
<b>PERSONNEL SERVICES:</b>				
11-00 Salaries And Wages	\$ 2,335,333	\$ 2,399,900	\$ 2,399,900	\$ 2,450,594
14-00 Overtime	308,015	365,000	365,000	170,000
15-10 Fire Education Incentives	14,836	16,560	16,560	16,560
16-00 PM/Engineering Incentives	217,868	229,700	229,700	229,700
21-00 FICA	210,661	230,354	230,354	219,315
22-00 Employer Pension	673,969	692,142	692,142	703,717
23-00 Health/Life Insurance	283,550	334,800	334,800	321,200
24-00 Workers Compensation	68,528	79,188	79,188	87,951
	<u>4,112,760</u>	<u>4,347,644</u>	<u>4,347,644</u>	<u>4,199,037</u>
<b>OPERATING EXPENDITURES:</b>				
34-40 Contractual Services	\$ 76,205	\$ 87,940	\$ 87,940	\$ 95,013
40-10 Travel & Per Diem	2,377	19,100	19,100	25,100
41-10 Telephone & Fax	12,009	14,900	14,900	15,325
41-30 Radio Maintenance	342	1,000	1,000	1,000
42-00 Postage & Freight	443	750	750	800
43-10 Water/Sewer	3,633	4,400	4,400	4,400
43-50 Electric	35,491	37,000	37,000	37,000
43-70 Utility - Gas	3,760	3,000	3,000	3,000
44-50 Other Rentals	1,231	1,500	1,500	1,500
44-60 Vehicle Rental	205,971	222,676	222,676	232,532
45-50 Insurance Costs	44,297	57,772	57,772	61,346
46-40 Equipment R&M	17,234	17,440	17,440	22,765
46-50 Vehicle Maintenance	38,187	58,400	58,400	62,000
46-60 Vehicle Maint/Contract	54,653	50,250	50,250	55,000
47-10 Printing & Binding	130	1,000	1,000	1,000
47-30 Photocopies	3,131	3,500	3,500	3,500
52-10 General Operating Supplies	93,988	104,500	104,500	112,250
52-20 Vehicle Fuel Charges	39,540	60,000	60,000	60,000
52-50 Licenses	2,596	3,100	3,100	3,100
52-70 Uniforms & Clothing Allow	43,086	46,685	46,685	60,000
52-90 Equipment under \$1,000	18,240	-	-	8,000
54-10 Memberships/Periodicals	1,950	9,000	9,000	9,000
54-30 Employee Development	22,693	28,500	28,500	36,000

**City of Lake Mary, Florida**  
**Fiscal Year 2019 Operating Budget**

**PUBLIC SAFETY - FIRE EMERGENCY OPERATIONS**  
**001-0322-422**

Description	2017 Actual	2018 Original Budget	2018 Adjusted Budget	2019 Adopted Budget
<b>Capital Outlay:</b>				
64-50 Machinery & Equipment	8,354	24,000	24,000	17,000
	<u>729,541</u>	<u>856,413</u>	<u>856,413</u>	<u>926,631</u>
Total Costs	\$ <u><u>4,842,301</u></u>	\$ <u><u>5,204,057</u></u>	\$ <u><u>5,204,057</u></u>	\$ <u><u>5,125,668</u></u>
<b>Additional Funding Sources:</b>				
Capital Projects Fund			\$ 63,000	
<b>Total Fire including all funding sources</b>			\$ <u><u>5,188,668</u></u>	

# FIRE PREVENTION

## PROGRAM SUMMARY

Fire Prevention provides a comprehensive fire and life safety compliance and education program for the entire Lake Mary community through inspections, plans review and public education. Annual and company level fire inspections of all commercial, educational and multi-family structures in the City are conducted to ensure the minimum, state-mandated life safety requirements and City ordinances are satisfied. Public education is provided to both the business and residential communities and covers a wide variety of programs such as fire and life safety, emergency planning and evacuation, station tours and CPR/First Responder. This program investigates all fires within the City limits for cause and determination and assists with Public Information and Emergency Management planning and response. In addition it reviews and processes all applications and plans for site development, new construction, additions, and alterations to structures located within the City and inspects the site, water supply, structural, electrical, mechanical, gas, life safety, fire detection and suppression systems at various stages of construction.

## GOALS

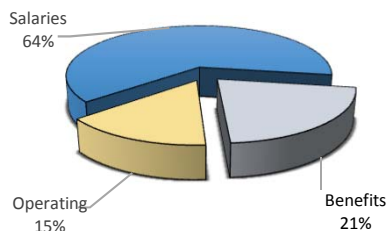
1. Complete 100% of maintenance inspections in all commercial and multi-family residential buildings within the City limits utilizing both company and inspector level annual inspections.
2. Increase delivery of Hands Only CPR program by 50% throughout the community by measured targeting of certain groups and occupancies.
3. Provide initial fire review of all applicable construction drawings within the targeted 10-day turnaround.
4. Complete all new construction inspections on day of request - no roll overs. Estimated to be 1,386 at close of FY 2018.
5. Increase social media presence with scheduled fire safety messaging in all areas.
6. Complete Community Risk Assessment and accreditation assignments as scheduled.
7. Conduct Open House/Public Safety event/Hero Fun Run for community.
8. Maintain a fire loss value below .005 through fire safety awareness. Fire loss value for 2017 was \$41,000 and equated to .0017 of the City's 2.4 billion of taxable value.

## PERFORMANCE MEASURES

ACTIVITY	2016	2017	%Change	2018 EST
Public Education Programs Provided	163	170	4%	183
Public Education - # of people	6,871	7,915	15%	8,288
Annual Fire Safety Inspections & Re-inspections	793	710	-10%	807



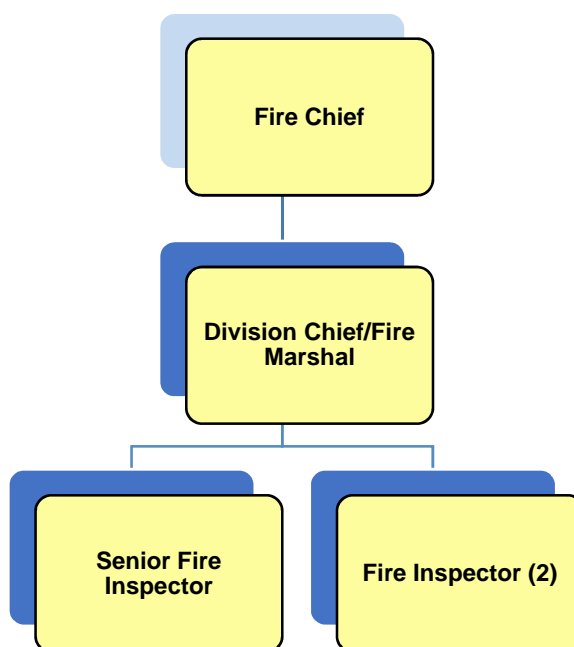
## BUDGET SUMMARY



### PUBLIC SAFETY - FIRE PREVENTION

	2017 ACTUAL	2018 ORIGINAL BUDGET	2018 ADJUSTED BUDGET	2019 ADOPTED BUDGET
Salaries	\$ 262,741	\$ 273,695	\$ 273,695	\$ 316,000
Benefits	\$ 89,845	\$ 104,122	\$ 104,122	\$ 107,131
Operating	\$ 52,291	\$ 64,662	\$ 64,662	\$ 74,148
<b>TOTAL</b>	<b>\$ 404,877</b>	<b>\$ 442,479</b>	<b>\$ 442,479</b>	<b>\$ 497,279</b>

## ORGANIZATIONAL CHART



### PUBLIC SAFETY - FIRE PREVENTION

	2017 ACTUAL	2018 ORIGINAL BUDGET	2018 ADJUSTED BUDGET	2019 ADOPTED BUDGET
Division Chief/Fire Marshal	1	1	1	1
Senior Fire Inspector	1	1	1	1
Fire Inspector	2	2	2	2
	4	4	4	4

**City of Lake Mary, Florida**  
**Fiscal Year 2019 Operating Budget**

**PUBLIC SAFETY - FIRE PREVENTION**  
**001-0324-422**

Description	2017 Actual	2018 Original Budget	2018 Adjusted Budget	2019 Adopted Budget
<b>PERSONNEL SERVICES:</b>				
11-00 Salaries And Wages	\$ 254,993	\$ 269,595	\$ 269,595	\$ 311,900
14-00 Overtime	7,148	3,500	3,500	3,500
15-10 Fire Education Incentives	600	600	600	600
21-00 FICA	19,080	20,938	20,938	24,174
22-00 Employer Pension	44,427	42,591	42,591	48,035
23-00 Health/Life Insurance	22,198	35,900	35,900	30,000
24-00 Workers Compensation	4,140	4,693	4,693	4,922
	<u>352,586</u>	<u>377,817</u>	<u>377,817</u>	<u>423,131</u>
<b>OPERATING EXPENDITURES:</b>				
34-40 Contractual Services	\$ 6,830	\$ 9,261	\$ 9,261	\$ 10,018
40-10 Travel & Per Diem	340	2,850	2,850	3,500
41-10 Telephone & Fax	3,101	3,700	3,700	4,400
42-00 Postage & Freight	42	200	200	200
43-10 Water/Sewer	225	400	400	400
43-50 Electric	3,278	3,500	3,500	3,500
44-60 Vehicle Rental	14,738	14,998	14,998	14,998
45-50 Insurance Costs	5,109	6,668	6,668	7,082
46-40 Equipment R&M	-	950	950	5,000
46-50 Vehicle Maintenance	4,549	4,000	4,000	5,500
46-60 Vehicle Maint/Contract	-	500	500	500
47-10 Printing & Binding	280	600	600	600
47-30 Photocopies	546	750	750	750
48-10 Promotional Activities	5,208	5,200	5,200	6,500
51-20 Office Equip under \$1,000	406	300	300	400
51-30 Office Supplies	312	1,750	1,750	1,750
52-10 General Operating Supplies	15	-	-	-
52-20 Vehicle Fuel Charges	2,345	3,300	3,300	3,300
52-70 Uniforms & Clothing Allow	1,250	2,440	2,440	2,850
52-90 Equipment under \$1,000	-	300	300	400
54-10 Memberships/Periodicals	260	1,700	1,700	1,000
54-30 Employee Development	1,267	1,295	1,295	1,500
<b>Capital Outlay:</b>				
64-99 Machinery & Equipment	2,190	-	-	-
	<u>52,291</u>	<u>64,662</u>	<u>64,662</u>	<u>74,148</u>
Total Costs	\$ <u>404,877</u>	\$ <u>442,479</u>	\$ <u>442,479</u>	\$ <u>497,279</u>

# PUBLIC WORKS ADMINISTRATION

## PROGRAM SUMMARY

This program ensures that all work done by Public Works personnel is performed in an efficient, safe and timely manner. Activities include managing the daily work effort of each function including streets, sidewalks, storm sewers, rights-of-way maintenance, fleet management, potable water treatment and distribution, wastewater collection, reclaimed water distribution, and surface water quality. This function includes the City Engineer, Assistant City Engineer and GIS Specialist who are responsible for developer plan review and site inspections to ensure that all subdivision and site construction comply with the City's Code of Ordinances and any applicable Development Orders.

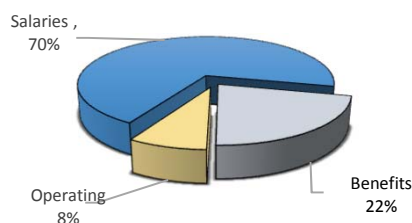
## GOALS

1. To provide the administration of resources and personnel for all public works initiatives serving the community and to respond to all citizen concerns related to Public Works. This includes the implementation of a new GIS based work order system.
2. Prepare a Class A CDL training initiative for Public Works Maintenance Specialists.
3. Prepare a heavy equipment operator training initiative for Public Works Maintenance Specialists.
4. Prepare a computer literacy training initiative for all Public Works employees.

## PERFORMANCE MEASURES

ACTIVITY	2016	2017	%Change	2018 EST
Work Orders Completed	360	423	18%	564
Purchase Orders Processed	106	94	-11%	104
Land Development Plans/Specs. Reviewed	6	17	183%	40
Citizen Questions/Complaints Investigated	146	164	12%	152
Permit Applications Reviewed	6	11	83%	14
Bid Documents Prepared by Public Works/Consultants	4	4	0%	4

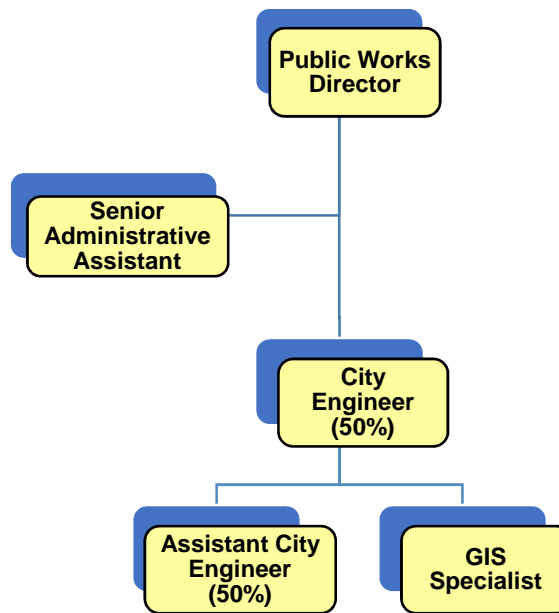
## BUDGET SUMMARY



## PUBLIC WORKS - ADMINISTRATION

	2017 ACTUAL	2018 ORIGINAL BUDGET	2018 ADJUSTED BUDGET	2019 ADOPTED BUDGET
Salaries	\$ 233,787	\$ 309,733	\$ 309,733	\$ 326,150
Benefits	\$ 80,026	\$ 101,625	\$ 101,625	\$ 100,804
Operating	\$ 26,460	\$ 57,198	\$ 57,198	\$ 37,318
<b>TOTAL</b>	<b>\$ 340,273</b>	<b>\$ 468,556</b>	<b>\$ 468,556</b>	<b>\$ 464,272</b>

## ORGANIZATIONAL CHART



## PUBLIC WORKS - ADMINISTRATION

	2017 ACTUAL	2018 ORIGINAL BUDGET	2018 ADJUSTED BUDGET	2019 ADOPTED BUDGET
Public Works Director	1	1	1	1
Senior Administrative Assistant	1	1	1	1
City Engineer (50%)*	0	1	1	1
Assistant City Engineer (50%)*	0	0	1	1
GIS Specialist	0	1	1	1
	2	4	5	5

\*City Engineer and Assistant City Engineer split 50/50 in Public Works Administration and Stormwater.

**City of Lake Mary, Florida**  
**Fiscal Year 2019 Operating Budget**

**PUBLIC WORKS - ADMINISTRATION**  
**001-0431-431**

Description	2017 Actual	2018 Original Budget	2018 Adjusted Budget	2019 Adopted Budget
<b>PERSONNEL SERVICES:</b>				
11-00 Salaries And Wages	\$ 232,567	\$ 308,233	\$ 308,233	\$ 324,650
14-00 Overtime	1,220	1,500	1,500	1,500
21-00 FICA	16,727	23,695	23,695	24,951
22-00 Employer Pension	31,444	38,717	38,717	40,769
23-00 Health/Life Insurance	28,765	35,700	35,700	31,400
24-00 Workers Compensation	3,090	3,513	3,513	3,684
	<u>313,813</u>	<u>411,358</u>	<u>411,358</u>	<u>426,954</u>
<b>OPERATING EXPENDITURES:</b>				
31-00 Professional Services	\$ -	\$ 20,000	\$ 20,000	\$ -
34-40 Contractual Service	2,649	3,831	3,831	3,351
40-10 Travel & Per Diem	1,585	3,200	3,200	4,000
40-20 Car Allowance	1,200	1,200	1,200	1,200
41-10 Telephone & Fax	1,415	2,600	2,600	2,025
42-00 Postage & Freight	184	500	500	500
43-10 Water/Sewer	450	750	750	750
43-50 Electric	6,557	6,800	6,800	6,800
44-60 Vehicle Rental	1,773	2,489	2,489	2,489
45-50 Insurance Costs	3,617	4,721	4,721	4,996
46-40 Equipment R&M	-	1,700	1,700	1,700
46-50 Vehicle Maintenance	899	1,200	1,200	1,200
46-60 Vehicle Maint/Contract	-	300	300	300
47-10 Printing & Binding	-	280	280	280
47-30 Photocopies	2,699	3,000	3,000	3,000
51-20 Office Equip under \$1,000	1,043	1,000	1,000	1,000
51-30 Office Supplies	1,340	1,550	1,550	1,550
52-20 Vehicle Fuel Charges	407	600	600	700
52-70 Uniforms	130	377	377	377
54-10 Memberships/Periodicals	189	350	350	350
54-30 Employee Development	323	750	750	750
	<u>26,460</u>	<u>57,198</u>	<u>57,198</u>	<u>37,318</u>
Total Costs	<u>\$ 340,273</u>	<u>\$ 468,556</u>	<u>\$ 468,556</u>	<u>\$ 464,272</u>

# PUBLIC WORKS STREETS/SIDEWALKS

## PROGRAM SUMMARY

This program is responsible for establishing a systematic maintenance schedule for all paved streets within the City. Also, to maintain all sidewalks, signs and rights-of-way.

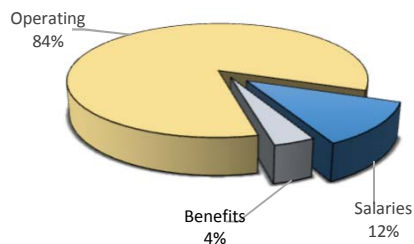
## GOALS

1. To make the City street system safe and convenient to use via a comprehensive maintenance system to include pavement repair and resurfacing, pavement restriping, and street sign maintenance.
2. To provide and maintain a functional network of sidewalks throughout the City.
3. To help maintain the aesthetics of the community by proper maintenance of public rights-of-way, including tree trimming and removal.

## PERFORMANCE MEASURES

ACTIVITY	2016	2017	%Change	2018 EST
Paved Streets Maintained (tons/asphalt)	27	44	62%	34
Streets Resurfaced (miles)	17.5	1.6	-91%	5
Street Signs Fabricated/Installed	32	139	334%	124
Traffic Control Signs Installed/Replaced	98	129	32%	145
Sidewalks Repaired (feet)	732	533	-27%	820

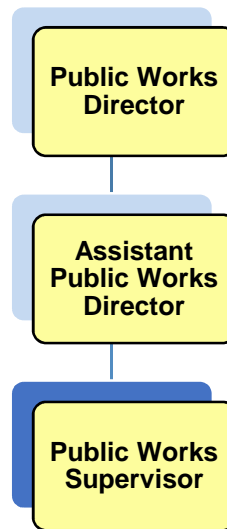
## BUDGET SUMMARY



### PUBLIC WORKS - STREETS/SIDEWALKS

	2017 ACTUAL	2018 ORIGINAL BUDGET	2018 ADJUSTED BUDGET	2019 ADOPTED BUDGET
Salaries	\$ 73,729	\$ 80,100	\$ 80,100	\$ 78,400
Benefits	\$ 24,195	\$ 27,350	\$ 27,350	\$ 24,625
Operating	\$ 515,665	\$ 537,647	\$ 537,647	\$ 554,649
<b>TOTAL</b>	<b>\$ 613,589</b>	<b>\$ 645,097</b>	<b>\$ 645,097</b>	<b>\$ 657,674</b>

## ORGANIZATIONAL CHART



## PUBLIC WORKS - STREETS/SIDEWALKS

	2017 ACTUAL	2018 ORIGINAL BUDGET	2018 ADJUSTED BUDGET	2019 ADOPTED BUDGET
Public Works Supervisor	1	1	1	1
	1	1	1	1

**City of Lake Mary, Florida**  
**Fiscal Year 2019 Operating Budget**

**PUBLIC WORKS - STREETS/SIDEWALKS**  
**001-0432-432**

Description	2017 Actual	2018 Original Budget	2018 Adjusted Budget	2019 Adopted Budget
<b>PERSONNEL SERVICES:</b>				
11-00 Salaries And Wages	\$ 61,694	\$ 68,900	\$ 68,900	\$ 67,200
14-00 Overtime	10,987	10,000	10,000	10,000
17-10 Educational Incentives	1,048	1,200	1,200	1,200
21-00 FICA	5,142	6,036	6,036	5,998
22-00 Employer Pension	7,924	9,863	9,863	9,650
23-00 Health/Life Insurance	10,467	10,700	10,700	8,200
24-00 Workers Compensation	662	751	751	777
	<u>97,924</u>	<u>107,450</u>	<u>107,450</u>	<u>103,025</u>
<b>OPERATING EXPENDITURES:</b>				
34-40 Contractual Services	\$ 180,049	\$ 142,800	\$ 142,800	\$ 142,900
40-10 Travel & Per Diem	85	950	950	950
41-10 Telephone & Fax	538	950	950	800
43-30 Elec/Streetlights/Signals	236,718	244,000	244,000	248,000
43-60 Electric Traffic Signals	5,219	5,600	5,600	6,100
44-30 Equipment Rental	9,128	10,000	10,000	10,000
44-60 Vehicle Rental	33,941	47,018	47,018	59,199
45-50 Insurance Costs	4,442	5,798	5,798	6,169
46-00 Repair & Maintenance	-	25,000	25,000	20,000
46-40 Equipment R&M	1,636	1,500	1,500	1,500
46-50 Vehicle Maintenance	22,388	25,000	25,000	25,000
46-60 Vehicle Maint/Contract	3,417	5,000	5,000	5,000
47-10 Printing & Binding	-	50	50	50
51-30 Office Supplies	-	100	100	100
52-10 General Operating Supplies	6,480	8,500	8,500	12,500
52-20 Vehicle Fuel Charges	4,501	6,500	6,500	6,500
52-40 Chemicals	-	400	400	400
52-70 Uniforms & Clothing Allow	200	231	231	231
52-90 Equip under \$1,000	301	1,000	1,000	1,000
53-40 Road Materials	2,644	7,000	7,000	8,000
54-30 Employee Development	154	250	250	250



**City of Lake Mary, Florida**  
**Fiscal Year 2019 Operating Budget**

**PUBLIC WORKS - STREETS/SIDEWALKS**  
**001-0432-432**

Description	2017 Actual	2018 Original Budget	2018 Adjusted Budget	2019 Adopted Budget
<b>Capital Outlay:</b>				
64-10 Machinery & Equipment	3,824	-	-	-
	<u>515,665</u>	<u>537,647</u>	<u>537,647</u>	<u>554,649</u>
 Total Costs	 \$ <u>613,589</u>	 \$ <u>645,097</u>	 \$ <u>645,097</u>	 \$ <u>657,674</u>
 <b>Additional Funding Sources:</b>				
Capital Projects Fund			\$ 217,618	
<b>Total Streets/Sidewalks including all funding sources</b>			<u>\$ 875,292</u>	

# PARKS & RECREATION

## PROGRAM SUMMARY

To serve our City by providing safe, clean facilities, parks, quality recreation programs and activities with the opportunity for a variety of experiences adjusted to meet the physical and social enjoyment needs of Lake Mary residents.

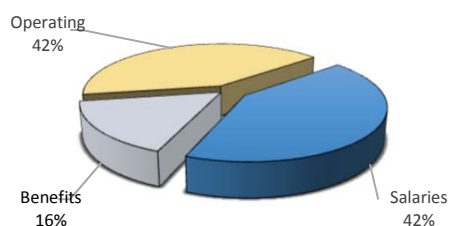
## GOALS

1. To provide a diverse mix of well organized and enjoyable recreation programs for the Lake Mary community, through both department run programs and partnerships with local recreation programmers.
2. To provide a variety of special event opportunities to the Lake Mary community that people enjoy attending and that local businesses and organizations want to support through sponsorships.
3. Maintain all parks and recreational facilities at their highest levels. Oversee the contractual maintenance of Lake Mary Boulevard, Rinehart Rd. Rinehart Trail, Municipal Complex, Crystal Lake Ave., SunRail Station and Seminole Ave. Continue to cross train staff for flexibility and succession within the department.

## PERFORMANCE MEASURES

ACTIVITY	2016	2017	%Change	2018 EST
Sports Complex Field Rental Revenue	\$ 33,399	\$ 32,425	-3%	\$ 15,000
Sports Complex Program Revenue	\$ 14,717	\$ 17,100	16%	\$ 33,580
Central Park Rental	\$ 1,953	\$ 608	-69%	\$ 670
Splash Park Revenue	\$ 23,140	\$ 20,712	-10%	\$ 23,500
Farmers Market Revenue	\$ 23,846	\$ 20,519	-14%	\$ 20,000
Summer Camp Revenue	\$ 55,770	\$ 62,620	12%	\$ 79,470
Skate Park Revenue	\$ 2,624	\$ 454	-83%	\$ 600
Concession Revenue	\$ 13,016	\$ 9,883	-24%	\$ 4,600
Special Events Sponsorships	\$ 15,500	\$ 18,840	22%	\$ 27,000
Total	\$ 183,965	\$ 183,160	0%	\$ 204,420

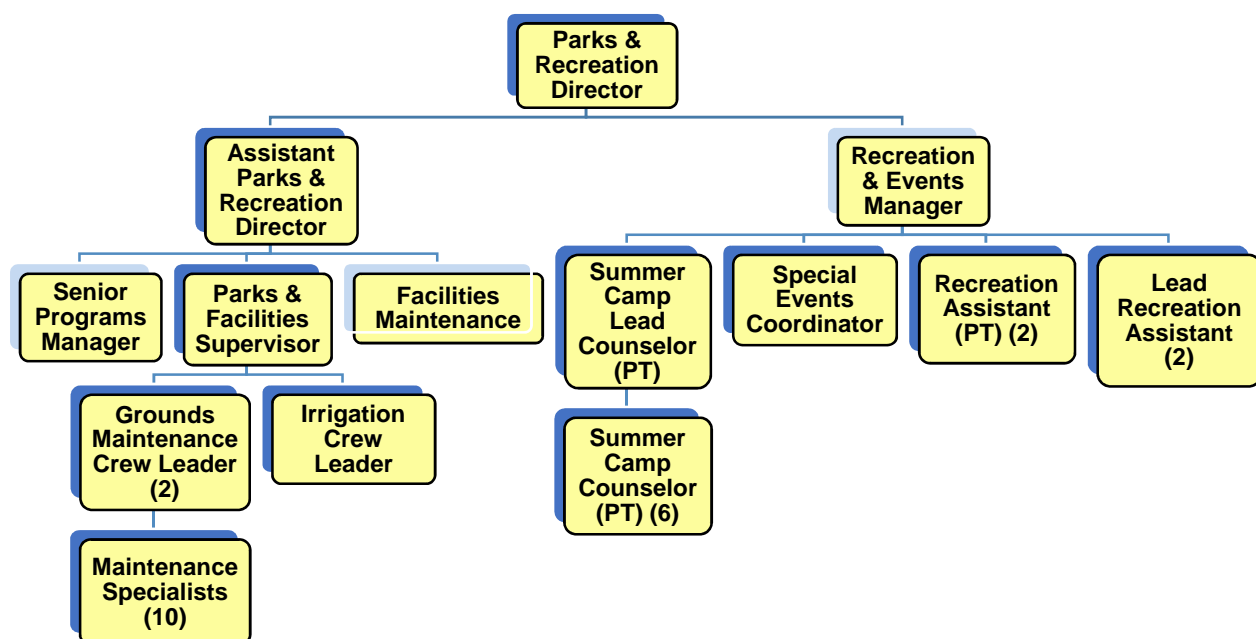
## BUDGET SUMMARY



## PARKS & RECREATION

	2017 ACTUAL	2018 ORIGINAL BUDGET	2018 ADJUSTED BUDGET	2019 ADOPTED BUDGET
Salaries	\$ 795,313	\$ 868,606	\$ 868,606	\$ 868,199
Benefits	\$ 268,189	\$ 351,576	\$ 351,576	\$ 337,526
Operating	\$ 685,743	\$ 778,940	\$ 778,940	\$ 855,985
<b>TOTAL</b>	<b>\$ 1,749,245</b>	<b>\$ 1,999,122</b>	<b>\$ 1,999,122</b>	<b>\$ 2,061,710</b>

## ORGANIZATIONAL CHART



## PARKS & RECREATION

	2017 ACTUAL	2018 ORIGINAL BUDGET	2018 ADJUSTED BUDGET	2019 ADOPTED BUDGET
Parks & Recreation Director	1	1	1	1
Assistant Parks & Recreation Director	1	1	1	1
Parks & Facilities Supervisor	1	1	1	1
Grounds Maintenance Crew Leader	2	2	2	2
Irrigation Crew Leader	1	1	1	1
Maintenance Specialist	10	10	10	10
Lead Recreation Assistant	1	2	2	2
Special Events Coordinator	0	0	1	1
Recreation Assistant (P/T)	4	2	2	2
Summer Camp Lead Counselor (P/T)	2	2	2	1
Summer Camp Counselor (P/T)	5	5	5	6
	28	27	28	28

**PARKS & RECREATION**  
**001-0572-452**

Description	2017 Actual	2018 Original Budget	2018 Adjusted Budget	2019 Adopted Budget
<b>PERSONNEL SERVICES:</b>				
11-00 Salaries And Wages	\$ 773,355	\$ 856,466	\$ 856,466	\$ 855,059
14-00 Overtime	20,374	8,500	8,500	9,500
17-00 Certification Pay	1,584	3,640	3,640	3,640
21-00 FICA	58,052	66,450	66,450	66,418
22-00 Employer Pension	78,718	93,957	93,957	101,668
23-00 Health/Life Insurance	107,859	163,700	163,700	140,600
24-00 Workers Compensation	23,560	27,469	27,469	28,840
	<u>1,063,502</u>	<u>1,220,182</u>	<u>1,220,182</u>	<u>1,205,725</u>
<b>OPERATING EXPENDITURES:</b>				
34-40 Contractual Services	\$ 42,535	\$ 41,934	\$ 41,934	\$ 47,926
40-10 Travel & Per Diem	2,328	4,000	4,000	6,425
40-20 Car Allowance	3,600	3,600	3,600	3,600
41-10 Telephone & Fax	5,156	7,700	7,700	8,000
42-00 Postage & Freight	27	100	100	100
43-10 Water/Sewer	31,136	30,000	30,000	32,000
43-50 Electric	49,704	54,000	54,000	54,000
44-30 Equipment Rental	835	1,200	1,200	1,200
44-60 Vehicle Rental	74,337	82,430	82,430	78,636
45-50 Insurance Costs	17,388	22,695	22,695	24,112
46-10 Maintenance Contracts	168,485	176,436	176,436	176,436
46-30 Grounds Maintenance	22,080	54,950	54,950	54,950
46-40 Equipment R&M	6,429	11,300	11,300	11,300
46-50 Vehicle Maintenance	38,557	38,000	38,000	40,000
46-60 Vehicle Maint/Contract	1,503	2,500	2,500	2,500
47-10 Printing & Binding	270	600	600	850
47-30 Photocopies	1,120	1,500	1,500	1,500
48-10 Promotional Activities	3,886	2,600	2,600	3,100
48-40 Historical Commission	-	300	300	300
48-50 Farmers Market Expenses	7,484	13,950	13,950	13,500
48-60 Summer Camp	30,138	32,000	32,000	42,000
51-30 Office Supplies	353	1,000	1,000	1,000
51-70 Grounds Maint/Sports Complex	28,255	39,200	39,200	44,200
51-80 Irrigation Lake Mary Blvd.	27,162	24,000	24,000	24,000
51-90 Grounds Maint/Lake Mary Blvd.	8,718	18,000	18,000	35,000
52-10 General Operating Supplies	40,450	40,500	40,500	40,250
52-20 Vehicle Fuel Charges	12,628	16,100	16,100	16,100
52-70 Uniforms & Clothing Allow	4,053	5,570	5,570	6,125

**PARKS & RECREATION**  
**001-0572-452**

Description	2017 Actual	2018 Original Budget	2018 Adjusted Budget	2019 Adopted Budget
52-90 Equip under \$1,000	11,265	7,900	7,900	7,900
54-10 Memberships/Periodicals	870	2,400	2,400	7,400
54-30 Employee Development	2,968	5,575	5,575	8,975
55-60 Other Recreation Activity	17,581	23,400	23,400	49,100
<b>Capital Outlay:</b>				
64-50 Machinery & Equipment	24,442	13,500	13,500	13,500
	<u>685,743</u>	<u>778,940</u>	<u>778,940</u>	<u>855,985</u>
Total Costs	\$ <u>1,749,245</u>	\$ <u>1,999,122</u>	\$ <u>1,999,122</u>	\$ <u>2,061,710</u>
<b>Additional Funding Sources:</b>				
Cemetery Fund			\$	8,600
Capital Projects Fund				<u>498,000</u>
<b>Total Parks &amp; Recreation including all funding sources</b>			\$	<u><u>2,568,310</u></u>

# FACILITIES MAINTENANCE

## PROGRAM SUMMARY

The Facilities Maintenance division is responsible for the maintenance of city owned buildings and structures. The service provided includes maintenance of air conditioning, heating & refrigeration, carpentry, electrical, painting, plumbing and miscellaneous repairs. In addition, this division oversees contracted services for janitorial cleaning/supplies, HVAC/control systems, elevator, generators, pest control, security/fire alarm systems, fire suppression systems, overhead door operations and miscellaneous vendor services.

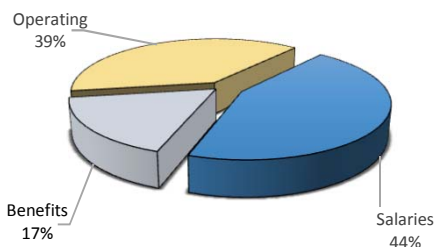
## GOALS

1. Maintain the physical integrity of City buildings and facilities.
2. Work towards reducing the amount of energy used in buildings by installing energy efficient lighting and ballasts.
3. Continue high levels of customer service, productivity and efficiency.
4. Maximize financial efficiency and ensure contractual compliance.
5. Provide recordkeeping and reporting, monitor efficiency, and establish long range planning.

## PERFORMANCE MEASURES

ACTIVITY	2016	2017	%Change	2018 EST
Preventive Maintenance Inspections Completed	151	123	-19%	130
Work Orders Completed	692	770	11%	839
% of Work Performed by Outside Contractors	24%	24%	0%	26%

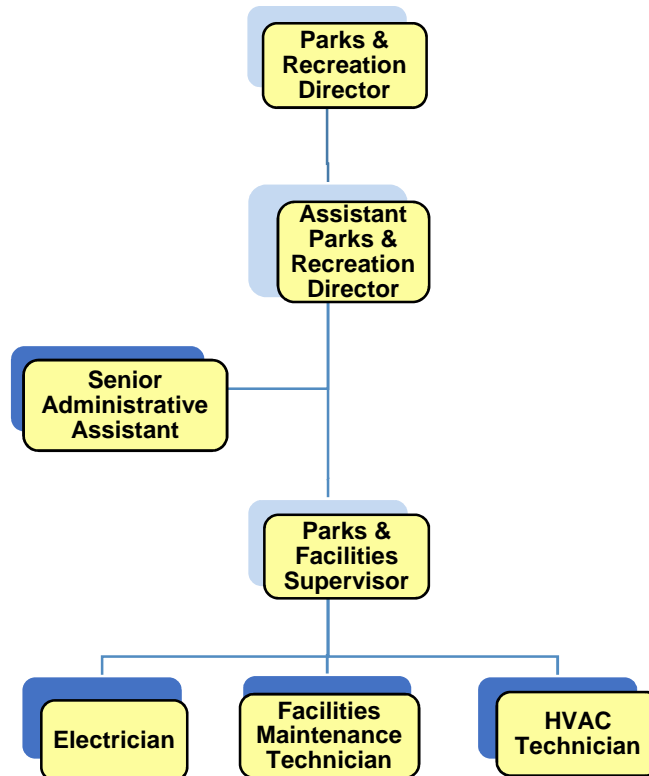
## BUDGET SUMMARY



## PARKS & RECREATION - FACILITIES MAINTENANCE

	2017 ACTUAL	2018 ORIGINAL BUDGET	2018 ADJUSTED BUDGET	2019 ADOPTED BUDGET
Salaries	\$ 152,821	\$ 176,415	\$ 176,415	\$ 183,640
Benefits	\$ 61,437	\$ 75,794	\$ 75,794	\$ 71,783
Operating	\$ 182,386	\$ 151,408	\$ 151,408	\$ 160,101
<b>TOTAL</b>	<b>\$ 396,644</b>	<b>\$ 403,617</b>	<b>\$ 403,617</b>	<b>\$ 415,524</b>

## ORGANIZATIONAL CHART



### PARKS & RECREATION - FACILITIES MAINTENANCE

	2017 ACTUAL	2018 ORIGINAL BUDGET	2018 ADJUSTED BUDGET	2019 ADOPTED BUDGET
Senior Administrative Assistant	1	1	1	1
Electrician	1	1	1	1
Facilities Maintenance Technician	1	1	1	1
HVAC Technician	1	1	1	1
	4	4	4	4

**City of Lake Mary, Florida**  
**Fiscal Year 2019 Operating Budget**

**PARKS & RECREATION - FACILITIES MAINTENANCE**  
**001-0519-419**

Description	2017 Actual	2018 Original Budget	2018 Adjusted Budget	2019 Adopted Budget
<b>PERSONNEL SERVICES:</b>				
11-00 Salaries And Wages	\$ 142,884	\$ 167,175	\$ 167,175	\$ 174,400
14-00 Overtime	8,470	7,000	7,000	7,000
17-00 Certification Incentives	1,467	2,240	2,240	2,240
21-00 FICA	11,102	13,496	13,496	14,049
22-00 Employer Pension	15,419	22,052	22,052	22,955
23-00 Health/Life Insurance	30,729	35,500	35,500	29,800
24-00 Workers Compensation	4,187	4,746	4,746	4,979
	<u>214,258</u>	<u>252,209</u>	<u>252,209</u>	<u>255,423</u>
<b>OPERATING EXPENDITURES:</b>				
34-40 Contractual Services	\$ 544	\$ 896	\$ 896	\$ 966
40-10 Travel & Per Diem	114	-	-	-
41-10 Telephone & Fax	2,218	2,900	2,900	2,800
42-00 Postage & Freight	6	100	100	100
43-10 Water/Sewer	135	200	200	200
43-50 Electric	1,967	2,100	2,100	2,100
44-30 Equipment Rental	-	1,500	1,500	1,500
44-60 Vehicle Rental	9,183	9,245	9,245	6,793
45-50 Insurance Costs	3,412	4,431	4,431	4,692
46-20 Repair & Maint/Buildings	106,872	57,300	57,300	67,300
46-40 Equipment R&M	-	1,150	1,150	1,150
46-50 Vehicle Maintenance	4,968	5,750	5,750	5,750
46-60 Vehicle Maint/Contract	-	1,200	1,200	1,200
47-10 Printing & Binding	-	100	100	100
47-30 Photocopies	188	300	300	300
51-30 Office Supplies	148	500	500	500
52-10 General Operating Supplies	43,118	38,000	38,000	38,000
52-20 Vehicle Fuel Charges	3,384	4,800	4,800	5,600
52-70 Uniforms	720	986	986	1,100
52-90 Equip under \$1,000	1,374	1,200	1,200	1,200
54-10 Memberships/Periodicals	-	500	500	500
54-30 Employee Development	-	3,250	3,250	3,250
58-20 Discretionay Fund	-	15,000	15,000	15,000



**City of Lake Mary, Florida  
Fiscal Year 2019 Operating Budget**

**PARKS & RECREATION - FACILITIES MAINTENANCE  
001-0519-419**

Description	2017 Actual	2018 Original Budget	2018 Adjusted Budget	2019 Adopted Budget
<b>Capital Outlay:</b>				
64-50 Machinery & Equipment	4,035	-	-	-
	<u>182,386</u>	<u>151,408</u>	<u>151,408</u>	<u>160,101</u>
Total Costs	\$ <u>396,644</u>	\$ <u>403,617</u>	\$ <u>403,617</u>	\$ <u>415,524</u>
<b>Additional Funding Sources:</b>				
Capital Projects Fund			\$ <u>204,000</u>	
<b>Total Facilities Maintenance including all funding sources</b>			<u>\$ <u>619,524</u></u>	

# EVENTS CENTER

## PROGRAM SUMMARY

The Lake Mary Events Center is the premier event venue in the heart of the City's downtown. This state of the art facility, located on West Crystal Lake, provides an ideal location for business meetings, conferences, weddings, receptions, banquets, ceremonies, parties and retreats for the citizens of Lake Mary and surrounding areas. The Center also includes an events lawn for outdoor activities.

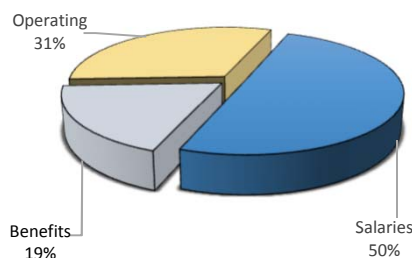
## GOALS

1. To offer an inviting facility to meet the growing needs of our community for special events including weddings, receptions, parties, and other social gatherings.
2. To provide a state of the art facility to host meetings, conferences and retreats for local businesses.
3. To offer a venue to host City-sponsored events.
4. Continue to explore marketing options focusing on social media.

## PERFORMANCE MEASURES

ACTIVITY	2016	2017	%Change	2018 EST
Events Center Rentals	308	280	-9%	285
Non-revenue meetings and events	12	74	517%	10
Revenue	\$ 569,868	\$ 580,961	2%	\$ 580,000

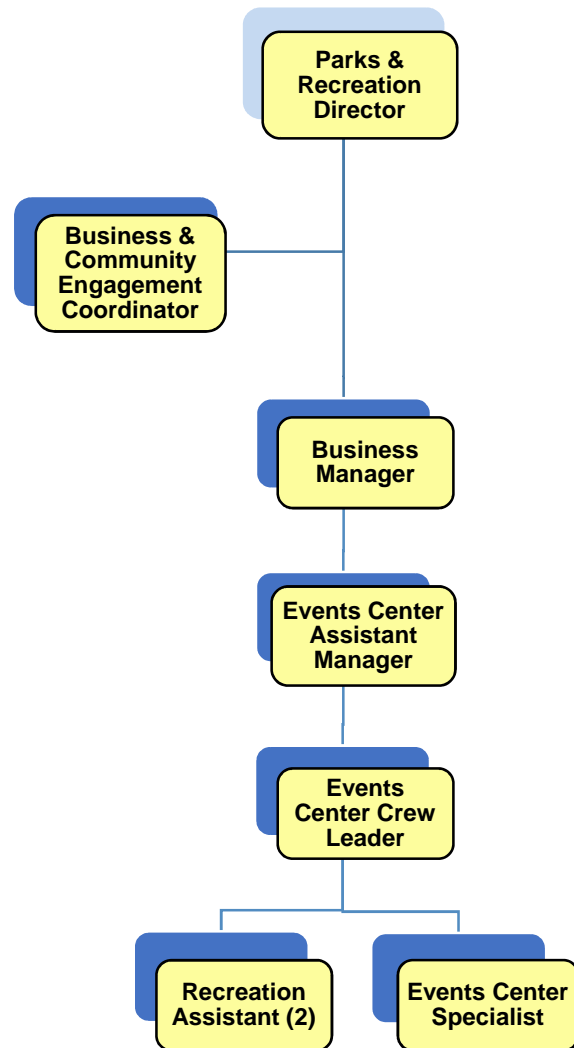
## BUDGET SUMMARY



## PARKS & RECREATION - EVENTS CENTER

	2017 ACTUAL	2018 ORIGINAL BUDGET	2018 ADJUSTED BUDGET	2019 ADOPTED BUDGET
Salaries	\$ 226,921	\$ 248,000	\$ 248,000	\$ 253,400
Benefits	\$ 68,278	\$ 77,508	\$ 77,508	\$ 93,942
Operating	\$ 124,220	\$ 154,519	\$ 154,519	\$ 157,636
<b>TOTAL</b>	<b>\$ 419,419</b>	<b>\$ 480,027</b>	<b>\$ 480,027</b>	<b>\$ 504,978</b>

## ORGANIZATIONAL CHART



## PARKS & RECREATION - EVENTS CENTER

	2017 ACTUAL	2018 ORIGINAL BUDGET	2018 ADJUSTED BUDGET	2019 ADOPTED BUDGET
Business Manager	1	1	1	1
Business and Community Engagement Coordinator	1	1	1	1
Events Center Assistant Manager	1	1	1	1
Events Center Crew Leader	1	1	1	1
Events Center Specialist	1	1	1	1
Recreation Assistant (P/T)	2	2	2	2
	7	7	7	7

**City of Lake Mary, Florida**  
**Fiscal Year 2019 Operating Budget**

**PARKS & RECREATION - EVENTS CENTER**  
**001-0587-452**

Description	2017 Actual	2018 Original Budget	2018 Adjusted Budget	2019 Adopted Budget
<b>PERSONNEL SERVICES:</b>				
11-00 Salaries And Wages	\$ 223,320	\$ 246,500	\$ 246,500	\$ 251,900
14-00 Overtime	3,601	1,500	1,500	1,500
21-00 FICA	16,733	18,972	18,972	19,386
22-00 Employer Pension	26,171	31,000	31,000	28,850
23-00 Health/Life Insurance	18,159	19,330	19,330	37,100
24-00 Workers Compensation	7,215	8,206	8,206	8,606
	<u>295,199</u>	<u>325,508</u>	<u>325,508</u>	<u>347,342</u>
<b>OPERATING EXPENDITURES:</b>				
34-40 Contractual Services	\$ 22,428	\$ 32,711	\$ 32,711	\$ 32,711
40-10 Travel & Per Diem	391	1,280	1,280	250
40-20 Car Allowance	1,200	1,200	1,200	1,200
41-10 Telephone & Fax	1,301	1,500	1,500	2,200
42-00 Postage & Freight	2	50	50	50
43-10 Water/Sewer	5,645	7,100	7,100	7,000
43-50 Electric	34,147	41,000	41,000	40,000
45-50 Insurance Costs	33,507	43,691	43,691	46,400
46-20 Repair & Maintenance of Bldgs	3,158	1,200	1,200	1,200
46-30 Grounds Maintenance	572	2,000	2,000	2,000
46-40 Equipment R&M	1,715	1,500	1,500	2,000
47-10 Printing & Binding	-	200	200	200
47-30 Photocopies	1,632	2,500	2,500	2,400
48-10 Promotional Activities	5,678	5,150	5,150	5,150
51-20 Office Equip under \$1,000	899	900	900	500
51-30 Office Supplies	772	1,000	1,000	1,000
52-10 General Operating Supplies	3,797	4,000	4,000	4,000
52-70 Uniforms & Clothing Allow	1,640	2,427	2,427	2,385
52-90 Equip under \$1,000	1,344	500	500	500
54-30 Employee Development	435	610	610	1,890

**City of Lake Mary, Florida**  
**Fiscal Year 2019 Operating Budget**

**PARKS & RECREATION - EVENTS CENTER**  
**001-0587-452**

Description	2017 Actual	2018 Original Budget	2018 Adjusted Budget	2019 Adopted Budget
<b>Capital Outlay:</b>				
64-50 Machinery & Equipment	3,957	4,000	4,000	4,600
	<u>124,220</u>	<u>154,519</u>	<u>154,519</u>	<u>157,636</u>
 Total Costs	 \$ <u>419,419</u>	 \$ <u>480,027</u>	 \$ <u>480,027</u>	 \$ <u>504,978</u>
 <b>Additional Funding Sources:</b>				
Capital Projects Fund			\$ 21,000	
<b>Total Events Center including all funding sources</b>			<u>\$ 525,978</u>	

# COMMUNITY CENTER

## PROGRAM SUMMARY

The Lake Mary Community Center serves the community as a space for recreation programming, small private rental space, and meeting space for City Home Owner's Association meetings. The popular summer camp program is also run out of the facility, which features eight weeks of summer fun for 75 local children. The facility is also the main office for the recreation division and all customer service needs for recreation programs and park rentals.

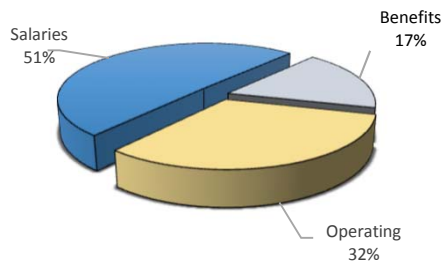
## GOALS

1. To provide a diverse mix of well organized and well enjoyed recreation programming for the Lake Mary Community, through both department run programs and partnerships with local recreation programmers, while aiming to achieve 100% cost recovery.
2. To provide affordable, high quality rental space for small private events, while aiming to achieve an 80% cost recovery.
3. To provide office/workspace for the recreation division to provide customer service to the City residents, guests, program participants, and customers of the parks and recreation department.

## PERFORMANCE MEASURES

ACTIVITY	2016	2017	%Change	2018 EST
Rentals	378	339	-10%	340
Recreational Programs	777	685	-12%	672
Non-revenue meeting use	118	95	-19%	80
Revenue - Rental & Partner Programs	\$ 87,922	\$ 89,988	2%	\$ 90,000

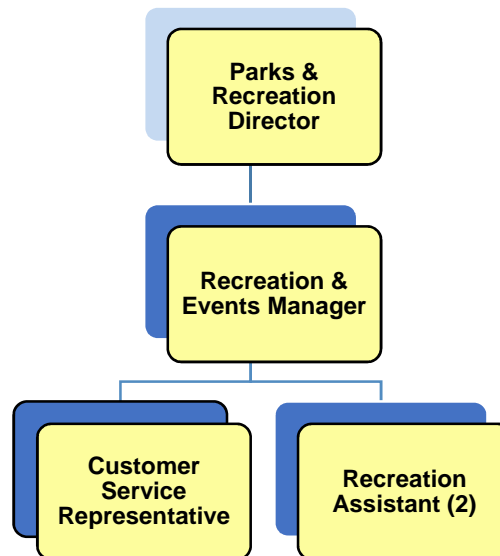
## BUDGET SUMMARY



## PARKS & RECREATION - COMMUNITY CENTER

	2017 ACTUAL	2018 ORIGINAL BUDGET	2018 ADJUSTED BUDGET	2019 ADOPTED BUDGET
Salaries	\$ 89,117	\$ 102,800	\$ 102,800	\$ 103,000
Benefits	\$ 31,356	\$ 41,163	\$ 41,163	\$ 35,582
Operating	\$ 50,062	\$ 64,736	\$ 64,736	\$ 65,402
<b>TOTAL</b>	<b>\$ 170,535</b>	<b>\$ 208,699</b>	<b>\$ 208,699</b>	<b>\$ 203,984</b>

## ORGANIZATIONAL CHART



## PARKS & RECREATION - COMMUNITY CENTER

	2017 ACTUAL	2018 ORIGINAL BUDGET	2018 ADJUSTED BUDGET	2019 ADOPTED BUDGET
Recreation & Events Manager	1	1	1	1
Customer Service Representative	1	1	1	1
Recreation Assistant	2	2	2	2
	4	4	4	4

**City of Lake Mary, Florida**  
**Fiscal Year 2019 Operating Budget**

**PARKS & RECREATION - COMMUNITY CENTER**  
**001-0575-452**

Description	2017 Actual	2018 Original Budget	2018 Adjusted Budget	2019 Adopted Budget
<b>PERSONNEL SERVICES:</b>				
11-00 Salaries And Wages	\$ 88,919	\$ 102,800	\$ 102,800	\$ 103,000
14-00 Overtime	198	-	-	-
21-00 FICA	6,776	7,865	7,865	7,880
22-00 Employer Pension	9,088	12,850	12,850	10,125
23-00 Health/Life Insurance	13,244	17,900	17,900	14,900
24-00 Workers Compensation	2,248	2,548	2,548	2,677
	<u>120,473</u>	<u>143,963</u>	<u>143,963</u>	<u>138,582</u>
<b>OPERATING EXPENDITURES:</b>				
34-40 Contractual Services	\$ 8,879	\$ 10,995	\$ 10,995	\$ 9,955
40-10 Travel & Per Diem	742	660	660	600
41-10 Telephone & Fax	782	1,400	1,400	1,225
43-10 Water/Sewer	7,105	7,000	7,000	7,000
43-50 Electric	8,348	9,000	9,000	9,000
45-50 Insurance Costs	18,213	23,771	23,771	25,242
46-20 Repair & Maintenance of Bldgs	485	1,500	1,500	1,500
46-30 Grounds Maintenance	934	2,000	2,000	2,000
46-40 Equipment R&M	-	250	250	250
47-10 Printing & Binding	78	600	600	600
47-30 Photocopies	889	1,200	1,200	1,200
48-10 Promotional Activities	61	700	700	900
51-20 Office Equip under \$1,000	1,079	1,800	1,800	1,100
52-10 General Operating Supplies	1,787	3,000	3,000	3,500
52-70 Uniforms & Clothing Allow	247	305	305	220
52-90 Equipment under \$1,000	433	-	-	-
54-10 Memberships/Periodical/Books	-	-	-	160
54-30 Employee Development	-	555	555	950
	<u>50,062</u>	<u>64,736</u>	<u>64,736</u>	<u>65,402</u>
Total Costs	\$ <u>170,535</u>	\$ <u>208,699</u>	\$ <u>208,699</u>	\$ <u>203,984</u>



# SENIOR CENTER

## PROGRAM SUMMARY

To promote healthy aging, independence and well-being of adults 55yrs and older through health, wellness, and educational recreation programs and services.

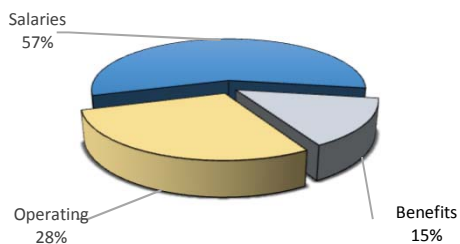
## GOALS

1. To serve an aging population with social, recreational, active and healthy opportunities. This will be accomplished by continuing to offer and improve upon quality programs such as yoga, dance and aerobic activities for physical health while also complimenting with programs that meet our resident's social needs.
2. The Senior Center was reopened for evening and weekend rentals in 2017/18. The goal will be to continue to grow rentals to recover operating costs of the facility. This will be accomplished in part through greater marketing efforts in 2019.

## PERFORMANCE MEASURES

ACTIVITY	2016	2017	%Change	2018 EST
Program Participants	28,000	26,321	-6%	26,000
Programs Offered	1,420	1,443	2%	1,465
Revenue	\$ 18,000	\$ 19,911	11%	\$ 51,320

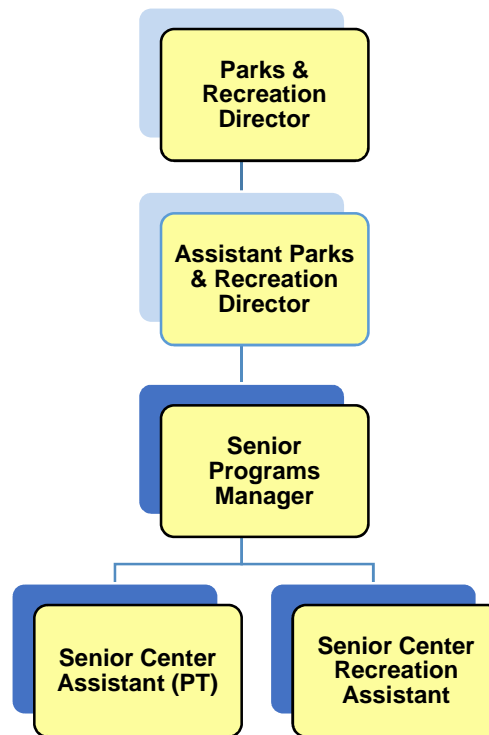
## BUDGET SUMMARY



## PARKS & RECREATION - SENIOR CENTER

	2017 ACTUAL	2018 ORIGINAL BUDGET	2018 ADJUSTED BUDGET	2019 ADOPTED BUDGET
Salaries	\$ 53,545	\$ 83,454	\$ 83,454	\$ 82,100
Benefits	\$ 16,376	\$ 21,792	\$ 21,792	\$ 20,811
Operating	\$ 31,504	\$ 35,752	\$ 35,752	\$ 40,806
<b>TOTAL</b>	<b>\$ 101,425</b>	<b>\$ 140,998</b>	<b>\$ 140,998</b>	<b>\$ 143,717</b>

## ORGANIZATIONAL CHART



### PARKS & RECREATION - SENIOR CENTER

	2017 ACTUAL	2018 ORIGINAL BUDGET	2018 ADJUSTED BUDGET	2019 ADOPTED BUDGET
Senior Program Manager	1	1	1	1
Senior Center Assistant (P/T)	1	1	1	1
Senior Center Recreation Assistant	1	1	1	1
	3	3	3	3

**City of Lake Mary, Florida**  
**Fiscal Year 2019 Operating Budget**

**PARKS & RECREATION - SENIOR CENTER**  
**001-0591-452**

Description	2017 Actual	2018 Original Budget	2018 Adjusted Budget	2019 Adopted Budget
<b>PERSONNEL SERVICES:</b>				
11-00 Salaries And Wages	\$ 53,545	\$ 83,454	\$ 83,454	\$ 82,100
21-00 FICA	4,038	6,385	6,385	6,281
22-00 Employer Pension	5,544	6,250	6,250	6,700
23-00 Health/Life Insurance	6,652	8,950	8,950	7,600
24-00 Workers Compensation	142	207	207	230
	<u>69,921</u>	<u>105,246</u>	<u>105,246</u>	<u>102,911</u>
<b>OPERATING EXPENDITURES:</b>				
34-40 Contractual Services	\$ 3,588	\$ 5,900	\$ 5,900	\$ 8,511
40-10 Travel & Per Diem	308	563	563	563
41-10 Telephone & Fax	373	425	425	1,100
42-00 Postage & Freight	5	100	100	100
43-10 Water/Sewer	675	900	900	900
43-50 Electric	9,835	10,300	10,300	10,300
45-50 Insurance Costs	3,872	5,052	5,052	5,387
47-10 Printing & Binding	676	500	500	500
47-30 Photocopies	930	1,300	1,300	1,300
48-10 Promotional Activities	139	200	200	200
49-91 Instructor Fees	7,442	5,950	5,950	7,020
51-20 Office Equip under \$1,000	-	200	200	390
51-30 Office Supplies	157	1,000	1,000	1,000
52-10 General Operating Supplies	3,329	3,000	3,000	3,200
52-70 Uniforms & Clothing Allow	15	87	87	60
54-10 Memberships/Periodicals	160	275	275	275
	<u>31,504</u>	<u>35,752</u>	<u>35,752</u>	<u>40,806</u>
Total Costs	\$ <u>101,425</u>	\$ <u>140,998</u>	\$ <u>140,998</u>	\$ <u>143,717</u>

# TENNIS CENTER

## PROGRAM SUMMARY

The Lake Mary Tennis Center serves the community as a premier tennis facility in Seminole County, and features seven Har-Tru clay soft courts. In addition to providing courts for member and guest self-organized play, the facility also coordinates a variety of programming for tennis players of all ages and skill levels. From a youth tennis program, to individual private lessons, the Lake Mary Tennis Center provides the community with a high quality tennis facility. The facility also serves as a satellite office for the recreation division, allowing a base of operations for all activities and programs at the Lake Mary Sports Complex.

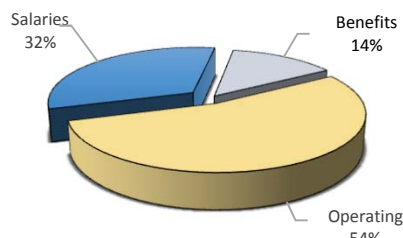
## GOALS

1. To provide a quality tennis facility for the Tennis Center membership and daily guests.
2. To provide well organized and enjoyed tennis programming, through both department run programs and programs delivered through contracted tennis professionals.
3. To provide an opportunity for the Lake Mary community to receive high quality tennis instruction from sanctioned tennis professionals.
4. Provide a well stocked proshop where members and guests can purchase light concessions and basic tennis equipment.

## PERFORMANCE MEASURES

ACTIVITY	2016	2017	%Change	2018 EST
Tennis Memberships	170	167	-2%	165
Facility Revenue (memberships, daily guests, pro shop)	N/A	N/A	N/A	\$ 41,000
Contract Program Revenue	\$ 21,936	\$ 22,000	0%	\$ 12,000

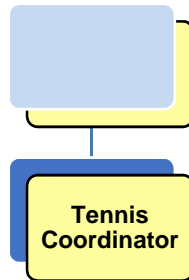
## BUDGET SUMMARY



## PARKS & RECREATION - TENNIS CENTER

	2017 ACTUAL	2018 ORIGINAL BUDGET	2018 ADJUSTED BUDGET	2019 ADOPTED BUDGET
Salaries	\$ -	\$ -	\$ 23,968	\$ 39,100
Benefits	\$ -	\$ -	\$ 17,032	\$ 16,733
Operating	\$ 37,923	\$ 52,102	\$ 52,102	\$ 65,386
<b>TOTAL</b>	<b>\$ 37,923</b>	<b>\$ 52,102</b>	<b>\$ 93,102</b>	<b>\$ 121,219</b>

## ORGANIZATIONAL CHART



## PARKS & RECREATION - TENNIS CENTER

	2017 ACTUAL	2018 ORIGINAL BUDGET	2018 ADJUSTED BUDGET	2019 ADOPTED BUDGET
Tennis Coordinator	-	-	1	1
	0	0	1	1

**City of Lake Mary, Florida**  
**Fiscal Year 2019 Operating Budget**

**PARKS & RECREATION - TENNIS CENTER**  
**001-0595-452**

Description	2017 Actual	2018 Original Budget	2018 Adjusted Budget	2019 Adopted Budget
<b>PERSONNEL SERVICES:</b>				
11-00 Salaries And Wages	\$ -	\$ -	\$ 23,000	\$ 38,100
14-00 Overtime	-	-	968	1,000
21-00 FICA	-	-	1,835	2,992
22-00 Employer Pension	-	-	2,997	4,888
23-00 Health/Life Insurance	-	-	10,900	7,500
24-00 Workers Compensation	-	-	1,300	1,353
	<u>-</u>	<u>-</u>	<u>41,000</u>	<u>55,833</u>
<b>OPERATING EXPENDITURES:</b>				
34-40 Contractual Services	\$ 6,629	\$ 9,442	\$ 9,442	\$ 7,045
40-10 Travel & Per Diem	371	-	-	75
43-10 Water/Sewer	2,552	3,500	3,500	3,500
43-50 Electric	12,534	15,800	15,800	15,800
45-50 Insurance Costs	4,030	5,260	5,260	5,605
46-10 Maintenance Contracts	7,200	8,600	8,600	16,000
46-30 Grounds Maintenance	550	500	500	1,000
46-40 Equipment R&M	1,819	2,000	2,000	3,605
47-10 Printing & Binding	-	-	-	600
47-30 Photocopier	-	-	-	1,555
48-10 Promotional Activities	105	500	500	1,520
51-20 Office Equip under \$1,000	-	-	-	2,800
52-10 General Operating Supplies	2,133	3,500	3,500	5,306
52-70 Uniforms	-	-	-	80
54-10 Memberships/Periodical/Books	-	-	-	160
54-30 Employee Development	-	-	-	735
<b>Capital Outlay:</b>				
64-50 Machinery & Equipment	-	3,000	3,000	-
	<u>37,923</u>	<u>52,102</u>	<u>52,102</u>	<u>65,386</u>
Total Costs	\$ <u>37,923</u>	\$ <u>52,102</u>	\$ <u>93,102</u>	\$ <u>121,219</u>

## **SPECIAL REVENUE FUNDS**

Special Revenue Funds account for the proceeds of specific revenue sources that are legally restricted for specified purposes.

**POLICE EDUCATION FUND** - This fund accounts for the \$2.00 assessment on each traffic citation restricted to criminal justice education and training in accordance with Chapter 938.15, Florida Statutes.

**IMPACT FEE FUNDS** - These funds account for impact fees levied on new development and are restricted to fund capital facilities and equipment directly related to new growth.

**LAW ENFORCEMENT TRUST FUNDS** - These funds account for State and Federal forfeiture funds used for School Resource Officers, crime prevention, drug education programs or other law enforcement purposes in accordance with Chapter 932.705, Florida Statutes.

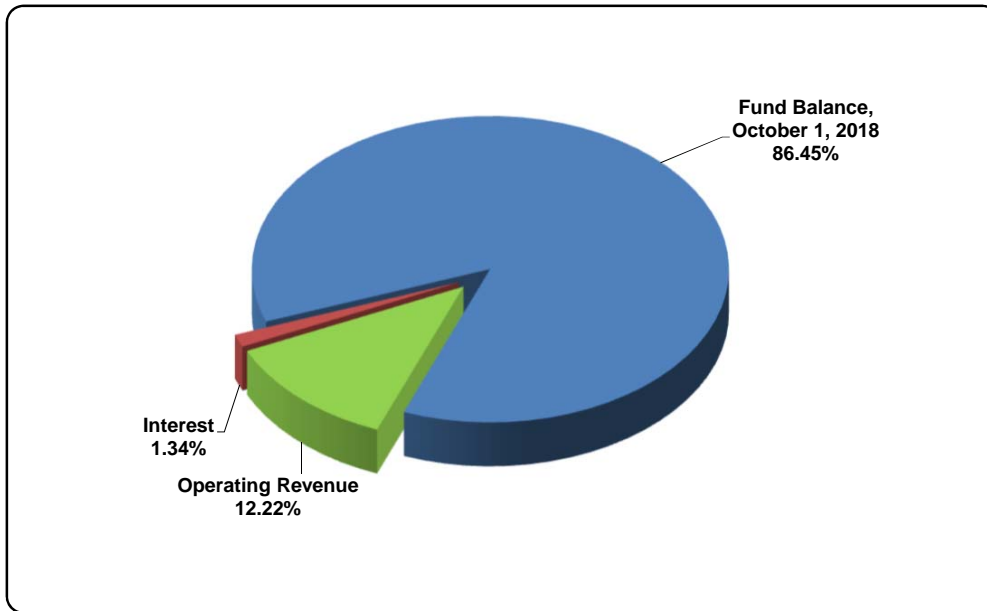
**LAKE MARY CEMETERY FUND** - This fund accounts for the operations of the cemetery including plot sales and maintenance.

**City of Lake Mary, Florida**  
**Fiscal Year 2019 Operating Budget**  
**All Special Revenue Funds**  
**Summary**

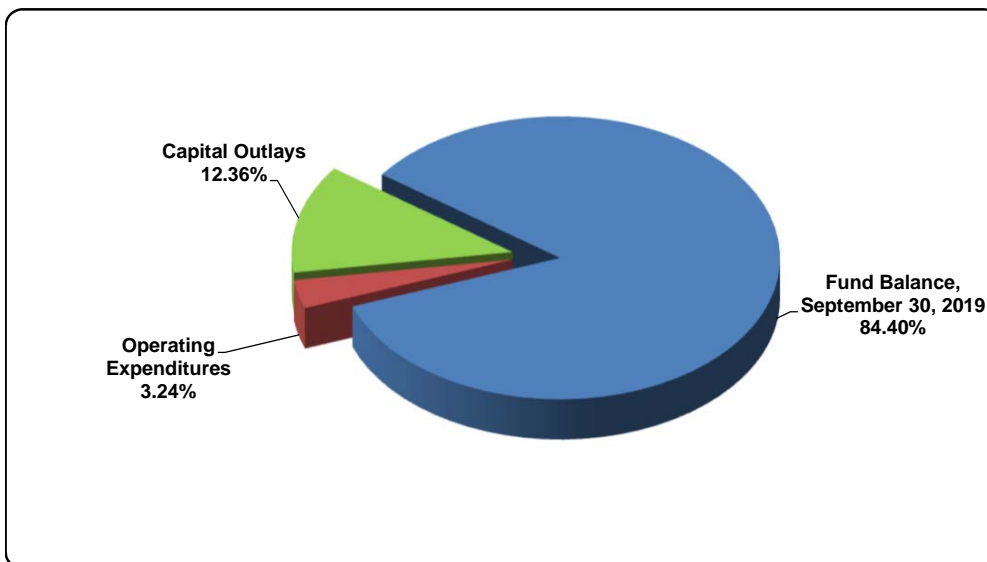
Description	2017 Actual	2018 Original Budget	2018 Adjusted Budget	2019 Adopted Budget
<b>FUND BALANCE, OCTOBER 1</b>	<b>\$ 602,600</b>	<b>\$ 634,477</b>	<b>\$ 634,477</b>	<b>\$ 496,802</b>
<b>Revenue:</b>				
Operating Revenue	\$ 236,891	\$ 61,500	\$ 61,500	\$ 70,200
Interest/Other	4,120	5,450	5,450	7,675
Total Revenue	241,011	66,950	66,950	77,875
<b>Expenditures:</b>				
Operating Expenditures	\$ 82,014	\$ 20,600	\$ 20,600	\$ 18,600
Capital Outlays	149,420	174,100	263,025	71,040
Total Expenditures	231,434	194,700	283,625	89,640
<b>Transfers In (Out)</b>	22,300	79,000	79,000	-
Increase (Decrease) in				
Fund Balance	31,877	(48,750)	(137,675)	(11,765)
<b>FUND BALANCE, SEPTEMBER 30</b>	<b>\$ 634,477</b>	<b>\$ 585,727</b>	<b>\$ 496,802</b>	<b>\$ 485,037</b>



**City of Lake Mary, Florida**  
**Fiscal Year 2019 Operating Budget**  
**Special Revenue Funds - Sources and Uses**



Fund Balance, October 1, 2018	\$	496,802	86.45%
Operating Revenue		70,200	12.22%
Interest		7,675	1.34%
Total Sources	\$	<u>574,677</u>	<u>100%</u>



Operating Expenditures	\$	18,600	3.24%
Capital Outlays		71,040	12.36%
Fund Balance, September 30, 2019		485,037	84.40%
Total Uses	\$	<u>574,677</u>	<u>100%</u>

**City of Lake Mary, Florida**  
**Fiscal Year 2019 Operating Budget**  
**Police 2nd Dollar Education and Training Fund**  
**101-0321-421**

Description	2017 Actual	2018 Original Budget	2018 Adjusted Budget	2019 Adopted Budget
<b>FUND BALANCE, OCTOBER 1</b>	<b>\$ 111,347</b>	<b>\$ 115,680</b>	<b>\$ 115,680</b>	<b>\$ 112,180</b>
<b>Revenues:</b>				
Police Education Revenue	\$ 12,457	\$ 7,500	\$ 7,500	\$ 8,200
Interest Income	<u>712</u>	<u>1,000</u>	<u>1,000</u>	<u>2,000</u>
Total Revenue	13,169	8,500	8,500	10,200
<b>Expenditures:</b>				
Training Expenditures	\$ <u>8,836</u>	\$ <u>12,000</u>	\$ <u>12,000</u>	\$ <u>10,000</u>
Total Expenditures	8,836	12,000	12,000	10,000
Increase (Decrease) in Fund Balance	4,333	(3,500)	(3,500)	200
<b>FUND BALANCE, SEPTEMBER 30</b>	<b>\$ 115,680</b>	<b>\$ 115,680</b>	<b>\$ 112,180</b>	<b>\$ 112,380</b>

**City of Lake Mary, Florida**  
**Fiscal Year 2019 Operating Budget**  
**Law Enforcement Trust Fund - State**  
**102-0321-421**

Description	2017 Actual	2018 Original Budget	2018 Adjusted Budget	2019 Adopted Budget
<b>FUND BALANCE, OCTOBER 1</b>	<b>\$ 37,914</b>	<b>\$ 38,759</b>	<b>\$ 38,759</b>	<b>\$ 39,059</b>
<b>Revenue:</b>				
Forfeitures	\$ 1,284	\$ -	\$ -	\$ -
Interest Income	234	300	300	450
Total Revenue	<u>1,518</u>	<u>300</u>	<u>300</u>	<u>450</u>
<b>Expenditures:</b>				
DARE/FOCUS Program	\$ 673	\$ -	\$ -	\$ -
Capital	-	-	-	-
Donations	-	-	-	-
Total Expenditures	<u>673</u>	<u>-</u>	<u>-</u>	<u>-</u>
Increase (Decrease) in Fund Balance	845	300	300	450
<b>FUND BALANCE, SEPTEMBER 30</b>	<b>\$ 38,759</b>	<b>\$ 39,059</b>	<b>\$ 39,059</b>	<b>\$ 39,509</b>

**City of Lake Mary, Florida**  
**Fiscal Year 2019 Operating Budget**  
**Law Enforcement Trust Fund - Federal**  
**106-0321-421**

Description	2017 Actual	2018 Original Budget	2018 Adjusted Budget	2019 Adopted Budget
<b>FUND BALANCE, OCTOBER 1</b>	<b>\$ 32,412</b>	<b>\$ 171</b>	<b>\$ 171</b>	<b>\$ 171</b>
<b>Revenue:</b>				
Forfeitures	\$ 11,025	\$ -	\$ -	\$ -
Interest Income	16	-	-	-
Transfers In General Fund	22,300	-	-	-
Total Revenue	33,341	-	-	-
<b>Expenditures:</b>				
Operating Expenditures	\$ 65,582	\$ -	\$ -	\$ -
Total Expenditures	65,582	-	-	-
Increase (Decrease) in Fund Balance	(32,241)	-	-	-
<b>FUND BALANCE, SEPTEMBER 30</b>	<b>\$ 171</b>	<b>\$ 171</b>	<b>\$ 171</b>	<b>\$ 171</b>

**City of Lake Mary, Florida**  
**Fiscal Year 2019 Operating Budget**  
**Police Impact Fees Fund**  
**110-0321-421**

Description	2017 Actual	2018 Original Budget	2018 Adjusted Budget	2019 Adopted Budget
<b>FUND BALANCE, OCTOBER 1</b>	<b>\$ 106,708</b>	<b>\$ 161,866</b>	<b>\$ 161,866</b>	<b>\$ 122,766</b>
<b>Revenue:</b>				
Impact Fees	\$ 64,294	\$ 23,000	\$ 23,000	\$ 23,000
Interest	827	2,000	2,000	2,000
Total Revenue	65,121	25,000	25,000	25,000
<b>Expenditures:</b>				
Public Safety	\$ 1,600	\$ -	\$ -	\$ -
Capital Expenditures	8,363	64,100	64,100	71,040
Total Expenditures	9,963	64,100	64,100	71,040
Increase (Decrease) in Fund Balance	55,158	(39,100)	(39,100)	(46,040)
<b>FUND BALANCE, SEPTEMBER 30</b>	<b>\$ 161,866</b>	<b>\$ 122,766</b>	<b>\$ 122,766</b>	<b>\$ 76,726</b>

**City of Lake Mary, Florida**  
**Fiscal Year 2019 Operating Budget**  
**Fire Impact Fees Fund**  
**111-0322-422**

Description	2017 Actual	2018 Original Budget	2018 Adjusted Budget	2019 Adopted Budget
<b>FUND BALANCE, OCTOBER 1</b>	<b>\$ 27,293</b>	<b>\$ 92,811</b>	<b>\$ 92,811</b>	<b>\$ 103,311</b>
<b>Revenue:</b>				
Impact Fees	\$ 82,927	\$ 10,000	\$ 10,000	\$ 12,000
Interest	319	500	500	750
Total Revenue	83,246	10,500	10,500	12,750
<b>Expenditures:</b>				
Vehicle & Equipment	\$ 17,728	\$ -	\$ -	\$ -
Total Expenditures	17,728	-	-	-
Increase (Decrease) in Fund Balance	65,518	10,500	10,500	12,750
<b>FUND BALANCE, SEPTEMBER 30</b>	<b>\$ 92,811</b>	<b>\$ 103,311</b>	<b>\$ 103,311</b>	<b>\$ 116,061</b>

**City of Lake Mary, Florida**  
**Fiscal Year 2019 Operating Budget**  
**Public Works Impact Fees Fund**  
**112-0431-431**

Description	2017 Actual	2018 Original Budget	2018 Adjusted Budget	2019 Adopted Budget
<b>FUND BALANCE, OCTOBER 1</b>	<b>\$ 27,316</b>	<b>\$ 40,410</b>	<b>\$ 40,410</b>	<b>\$ 11,910</b>
<b>Revenue:</b>				
Impact Fees	\$ 12,878	\$ 2,000	\$ 2,000	\$ 2,000
Interest	216	500	500	750
Transfer from FD 501	-	79,000	79,000	-
Total Revenue	<u>13,094</u>	<u>81,500</u>	<u>81,500</u>	<u>2,750</u>
<b>Expenditures:</b>				
Forestry Bucket Truck	\$ -	\$ 110,000	\$ 110,000	\$ -
Total Expenditures	<u>-</u>	<u>110,000</u>	<u>110,000</u>	<u>-</u>
Increase (Decrease) in Fund Balance	13,094	(28,500)	(28,500)	2,750
<b>FUND BALANCE SEPTEMBER 30</b>	<b>\$ 40,410</b>	<b>\$ 11,910</b>	<b>\$ 11,910</b>	<b>\$ 14,660</b>

**City of Lake Mary, Florida**  
**Fiscal Year 2019 Operating Budget**  
**Recreation Impact Fees Fund**  
**113-0572-452**

Description	2017 Actual	2018 Original Budget	2018 Adjusted Budget	2019 Adopted Budget
<b>FUND BALANCE, OCTOBER 1</b>	<b>\$ 237,037</b>	<b>\$ 154,676</b>	<b>\$ 154,676</b>	<b>\$ 81,751</b>
<b>Revenue:</b>				
Impact Fees - Residential	\$ 39,301	\$ 15,000	\$ 15,000	\$ 20,000
Interest	1,667	1,000	1,000	1,500
Total Revenue	<u>40,968</u>	<u>16,000</u>	<u>16,000</u>	<u>21,500</u>
<b>Expenditures:</b>				
Heritage Park	\$ <u>123,329</u>	\$ -	\$ 88,925	\$ -
Total Expenditures	<u>123,329</u>	<u>-</u>	<u>88,925</u>	<u>-</u>
Increase (Decrease) in Fund Balance	(82,361)	16,000	(72,925)	21,500
<b>FUND BALANCE, SEPTEMBER 30</b>	<b>\$ 154,676</b>	<b>\$ 170,676</b>	<b>\$ 81,751</b>	<b>\$ 103,251</b>



**City of Lake Mary, Florida**  
**Fiscal Year 2019 Operating Budget**  
**Lake Mary Cemetery Fund**  
**118-0572-452**

Description	2017 Actual	2018 Original Budget	2018 Adjusted Budget	2019 Adopted Budget
<b>FUND BALANCE, OCTOBER 1</b>	<b>\$ 22,573</b>	<b>\$ 30,104</b>	<b>\$ 30,104</b>	<b>\$ 25,654</b>
<b>Revenue:</b>				
Cemetery Sales	\$ 12,725	\$ 4,000	\$ 4,000	\$ 5,000
Interest / Other	129	150	150	225
Total Revenue	12,854	4,150	4,150	5,225
<b>Expenditures:</b>				
Postage & Freight	\$ -	\$ 100	\$ 100	\$ 100
Water	5,278	5,500	5,500	5,500
Grounds Maintenance	-	2,000	2,000	2,000
General Operating Supplies	45	1,000	1,000	1,000
Operating Capital Outlay	-	-	-	-
Total Expenditures	5,323	8,600	8,600	8,600
Increase (Decrease) in				
Fund Balance	7,531	(4,450)	(4,450)	(3,375)
<b>FUND BALANCE, SEPTEMBER 30</b>	<b>\$ 30,104</b>	<b>\$ 25,654</b>	<b>\$ 25,654</b>	<b>\$ 22,279</b>

## **DEBT SERVICE FUND**

Debt Service Funds are used to account for the accumulation of resources to pay principal, interest and related costs of general long-term debt.

**City of Lake Mary, Florida  
Fiscal Year 2019  
Operating Budget  
Debt Service**

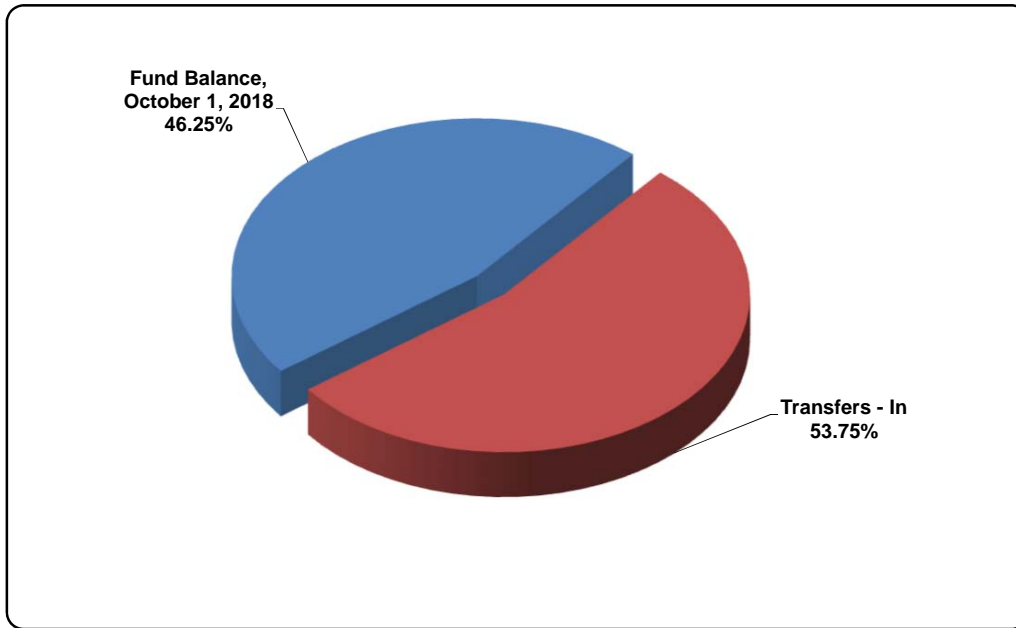
Description	2017 Actual	2018 Original Budget	2018 Adjusted Budget	2019 Adopted Budget
<b>FUND BALANCE, OCTOBER 1</b>	<b>\$ 295,465</b>	<b>\$ 297,405</b>	<b>\$ 297,405</b>	<b>\$ 300,284</b>
<b>Revenue:</b>				
Transfers in - General Fund	\$ 335,807	\$ 335,565	\$ 335,565	\$ 349,002
Total Revenue	335,807	335,565	335,565	349,002
<b>Expenditures:</b>				
Series 2012 Refunding Notes				
Principal	254,000	259,000	259,000	265,000
Interest	79,867	73,686	73,686	81,883
Total Expenditures	333,867	332,686	332,686	346,883
Increase (Decrease) in Fund Balance	1,940	2,879	2,879	2,119
<b>FUND BALANCE, SEPTEMBER 30</b>	<b>\$ 297,405</b>	<b>\$ 300,284</b>	<b>\$ 300,284</b>	<b>\$ 302,403</b>

	FY19 10/1/2018	FY20 10/1/2019
<b>Debt service payment due:</b>		
Principal	\$ 265,000	271,000
Interest	42,882	39,001
	<u>\$ 307,882</u>	<u>310,001</u>

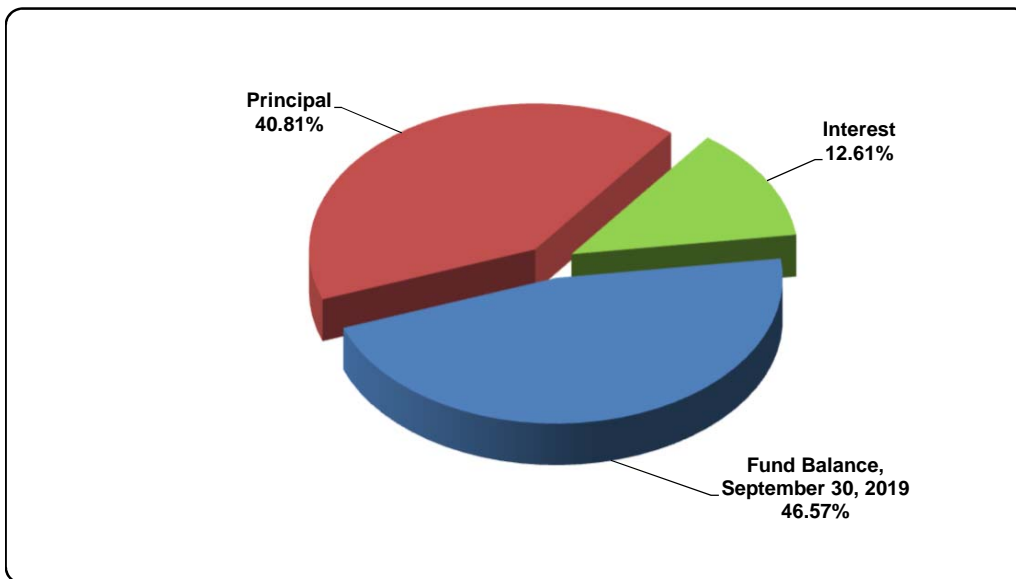
**Debt Service Requirements to Maturity Schedule:**

Fiscal Year Ending Sept. 30,	Principal	Interest	Total Debt Service
2019	265,000	81,883	346,883
2020	271,000	74,032	345,032
2021	277,000	66,007	343,007
2022	281,000	57,834	338,834
2023	286,000	49,531	335,531
2024-2027	1,224,000	110,631	1,334,631
2028	324,000	4,745	328,745
Totals	<u>2,928,000</u>	<u>444,663</u>	<u>3,372,663</u>

**City of Lake Mary, Florida  
Fiscal Year 2019  
Debt Service Fund - Sources and Uses**



Fund Balance, October 1, 2018	\$ 300,284	46.25%
Transfers - In	349,002	53.75%
Total Sources	<u>\$ 649,286</u>	<u>100%</u>



Principal	\$ 265,000	40.81%
Interest	81,883	12.61%
Fund Balance, September 30, 2019	302,403	46.57%
Total Uses	<u>\$ 649,286</u>	<u>100%</u>

## **CAPITAL PROJECTS FUNDS**

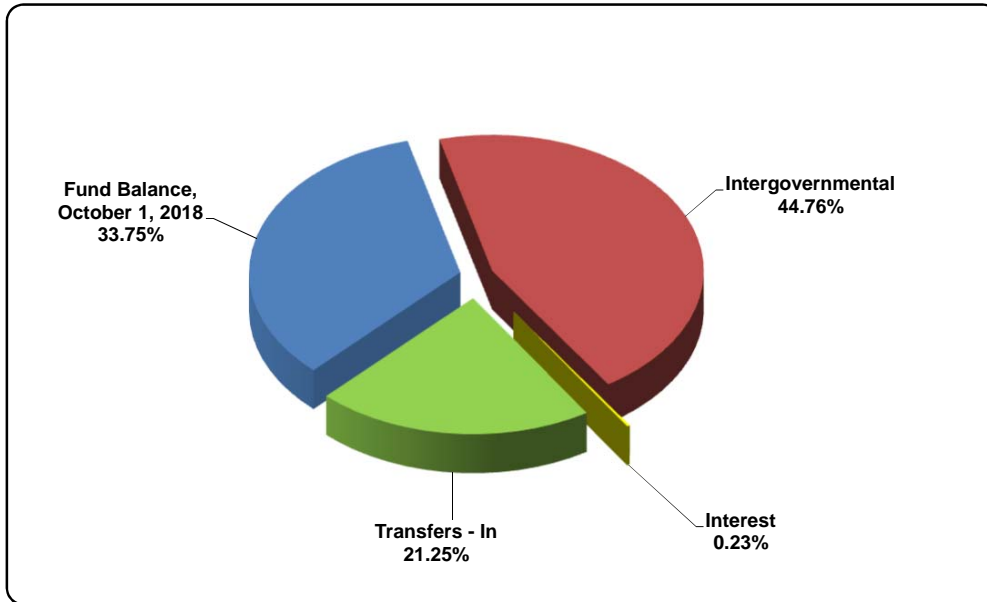
The Capital Projects Fund accounts for the acquisition or construction of capital facilities, equipment purchases, and general capital improvements, estimated to cost in excess of \$5,000, funded from General Fund transfers.

The One-Cent Infrastructure Sales Tax Fund accounts for City road construction projects funded by the use of the extra one cent sales tax approved by voter referendum. The 3rd Generation Sales Tax began January 1, 2015 for a period of ten (10) years.

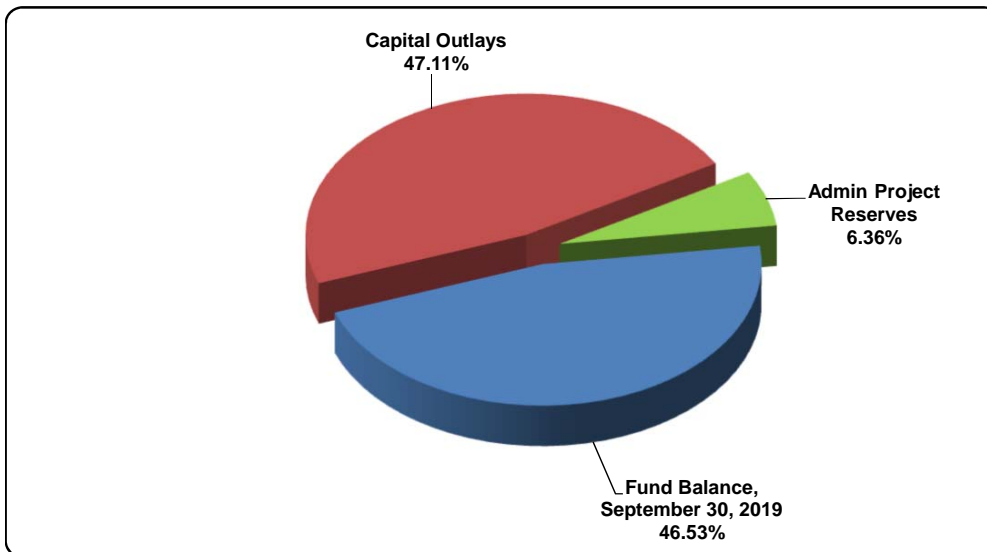
**City of Lake Mary, Florida**  
**Fiscal Year 2019**  
**Operating Budget**  
**All Capital Projects Funds**  
**Summary**

Description	2017 Actual	2018 Original Budget	2018 Adjusted Budget	2019 Adopted Budget
<b>FUND BALANCE, OCTOBER 1</b>	\$ 1,098,691	\$ 1,567,367	\$ 1,567,367	\$ 1,119,166
<b>Revenue and Other Sources:</b>				
Intergovernmental Revenue	\$ 933,911	\$ 1,020,809	\$ 1,020,809	\$ 2,316,623
Grants	-	-	-	-
Interest	3,501	6,000	6,000	12,000
Transfers In - General Fund	670,000	932,000	932,000	1,100,000
Carry Forward Fund Balance	-	636,021	960,009	627,618
Total Revenue and Other Sources	1,607,412	2,594,830	2,918,818	4,056,241
<b>Expenditures:</b>				
Capital Outlays	\$ 1,138,736	\$ 2,958,031	\$ 3,282,019	\$ 2,438,218
Admin Project Reserves	-	85,000	85,000	329,000
Total Expenditures	1,138,736	3,043,031	3,367,019	2,767,218
Increase (Decrease) in				
Fund Balance	468,676	(448,201)	(448,201)	1,289,023
<b>FUND BALANCE, SEPTEMBER 30</b>	\$ 1,567,367	\$ 1,119,166	\$ 1,119,166	\$ 2,408,189

**City of Lake Mary, Florida  
Fiscal Year 2019 Operating Budget  
Capital Projects - Sources and Uses**



Fund Balance, October 1, 2018	\$ 1,746,784	33.75%
Intergovernmental	2,316,623	44.76%
Interest	12,000	0.23%
Transfers - In	1,100,000	21.25%
<b>Total Sources</b>	<b>\$ 5,175,407</b>	<b>100%</b>



Capital Outlays	\$ 2,438,218	47.11%
Admin Project Reserves	329,000	6.36%
Fund Balance, September 30, 2019	2,408,189	46.53%
<b>Total Uses</b>	<b>\$ 5,175,407</b>	<b>100%</b>

**City of Lake Mary, Florida**  
**Fiscal Year 2019 Operating Budget**  
**Capital Projects Fund**

Description	2017 Actual	2018 Original Budget	2018 Adjusted Budget	2019 Adopted Budget
<b>FUND BALANCE, OCTOBER 1</b>	<b>\$ 841,697</b>	<b>\$ 383,461</b>	<b>\$ 383,461</b>	<b>\$ 208,451</b>
<b>Revenue and Other Sources:</b>				
Grants	\$ -	\$ -	\$ -	\$ -
Intergovernmental Revenue	-	-	-	-
Transfers in - General Fund	670,000	932,000	932,000	1,100,000
Carry Forward Fund Balance	-	436,021	760,009	427,618
Total Revenue and Other Sources	670,000	1,368,021	1,692,009	1,527,618
<b>Expenditures:</b>				
Capital Projects	\$ 1,128,236	\$ 1,458,031	\$ 1,782,019	\$ 1,113,218
General Administrative Projects				
Admin Project Reserves	-	85,000	85,000	329,000
Total Expenditures	1,128,236	1,543,031	1,867,019	1,442,218
Increase (Decrease) in				
Fund Balance	(458,236)	(175,010)	(175,010)	85,400
<b>FUND BALANCE, SEPTEMBER 30</b>	<b>\$ 383,461</b>	<b>\$ 208,451</b>	<b>\$ 208,451</b>	<b>\$ 293,851</b>



**City of Lake Mary, Florida**  
**Fiscal Year 2019 Operating Budget**  
**Capital Projects Fund**

	2018 Carry forward	2019	FY 2019 Total Available
<b>General Government</b>			
Computer Replacement	\$ -	\$ 24,500	\$ 24,500
Network Upgrade & Development	-	36,000	36,000
subtotal	-	60,500	60,500
<b>Police</b>			
Laptop Computer Replacement	-	24,500	24,500
Radio Replacement	-	24,600	24,600
subtotal	-	49,100	49,100
<b>Fire</b>			
Grant Matching	-	19,000	19,000
MDT Replacement	-	12,000	12,000
Turnout Gear Dryer	-	15,000	15,000
LUCAS, CPR Machine	-	17,000	17,000
subtotal	-	63,000	63,000
<b>PW: Streets &amp; Sidewalks</b>			
Parking Lot Rehabilitation	-	20,000	20,000
US 17-92/Weldon Blvd, CRA Streetscape	165,618	-	165,618
Street Lighting Additions	32,000	-	32,000
subtotal	197,618	20,000	217,618
<b>Facilities Maintenance</b>			
Events Center Maintenance	-	139,000	139,000
Frank Evans Museum Maintenance	-	20,000	20,000
Miscellaneous Parks Building Maintenance	-	15,000	15,000
Police Department Maintenance	-	30,000	30,000
subtotal	-	204,000	204,000
<b>Parks and Recreation</b>			
Events Center Improvements	-	21,000	21,000
Sports Complex Improvements	-	29,000	29,000
Parks Improvements	-	39,000	39,000
Central Park Improvements	230,000	-	230,000
Estella Park Improvements	-	200,000	200,000
subtotal	230,000	289,000	519,000
<b>Administrative Projects Reserve</b>			
City Facilities - Roof Replacement	-	280,000	280,000
City Facilities - A/C Replacement	-	49,000	49,000
subtotal	-	329,000	329,000
<b>Total Capital Projects Fund</b>	<u>\$ 427,618</u>	<u>\$ 1,014,600</u>	<u>\$ 1,442,218</u>

**City of Lake Mary, Florida**  
**Fiscal Year 2019 Operating Budget**  
**One-Cent Infrastructure Sales Tax Fund**

**307-0432-432**

Description	2017 Actual	2018 Original Budget	2018 Adjusted Budget	2019 Adopted Budget
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<b>FUND BALANCE, OCTOBER 1</b>	<b>\$ 256,994</b>	<b>\$ 1,183,906</b>	<b>\$ 1,183,906</b>	<b>\$ 910,715</b>
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**Revenues:**

Intergovernmental Revenue	\$ 933,911	\$ 1,020,809	\$ 1,020,809	\$ 2,316,623
Interest	3,501	6,000	6,000	12,000
Carry Forward Fund Balance	-	200,000	200,000	200,000
Total Revenue	937,412	1,226,809	1,226,809	2,528,623

**Expenditures:**

Rinehart Rd Intersection Improvements	10,500	200,000	200,000	1,325,000
Cold Mix/Street Resurfacing	-	1,300,000	1,300,000	-
Total Expenditures	10,500	1,500,000	1,500,000	1,325,000

**Increase (Decrease) in**

Fund Balance	926,912	(273,191)	(273,191)	1,203,623
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<b>FUND BALANCE, SEPTEMBER 30</b>	<b>\$ 1,183,906</b>	<b>\$ 910,715</b>	<b>\$ 910,715</b>	<b>\$ 2,114,338</b>
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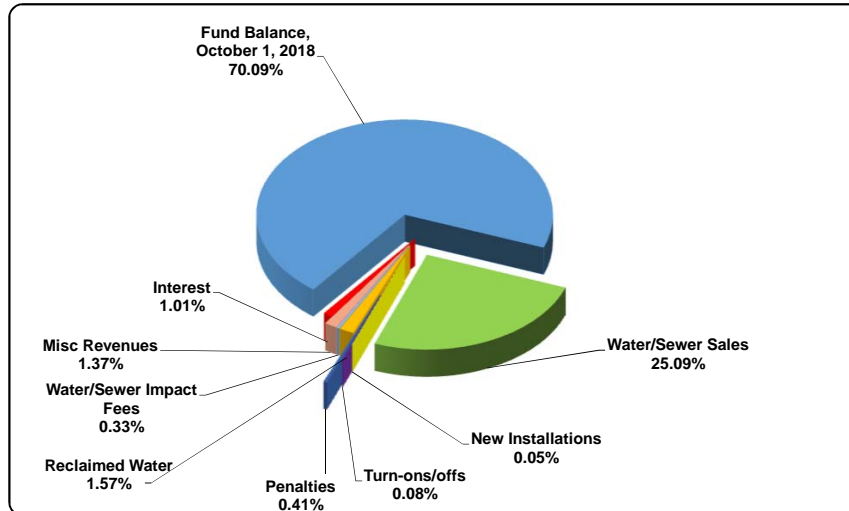
## **WATER AND SEWER FUND**

The Water and Sewer Fund accounts for all financial activity associated with the operation of the City's water and sewer system. Designed to be self-supporting, all costs of providing services to the users of the system, including depreciation, are funded primarily through Charges for Services and Investment Income.

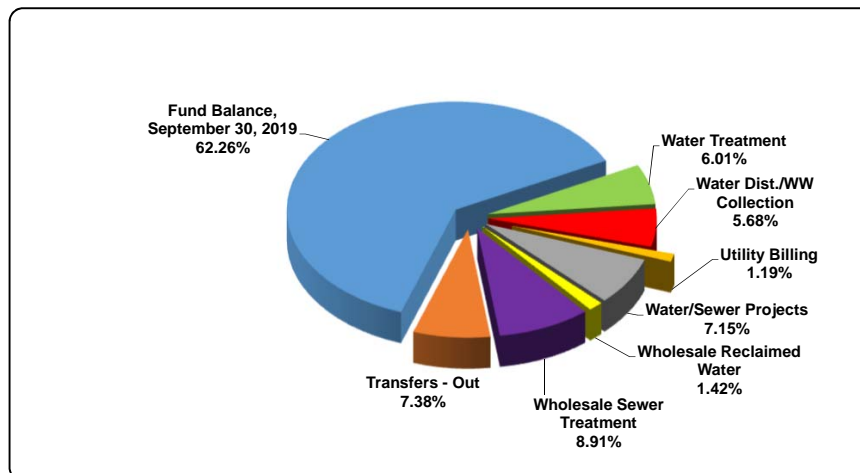
**City of Lake Mary, Florida**  
**Fiscal Year 2019 Operating Budget**  
**Water & Sewer Fund**  
**Summary of Revenues and Expenditures**

Description	2017 Actual	2018 Original Budget	2018 Adjusted Budget	2019 Adopted Budget
<b>FUND BALANCE, OCTOBER 1</b>	<b>\$ 13,758,340</b>	<b>\$ 13,866,431</b>	<b>\$ 13,866,431</b>	<b>\$ 12,592,258</b>
<b>Revenue:</b>				
Water Sales	\$ 2,175,665	\$ 2,250,000	\$ 2,250,000	\$ 2,300,000
New Installations	10,705	9,000	9,000	9,000
Turn-ons	6,847	7,000	7,000	7,000
Turn-offs	8,089	8,000	8,000	8,000
Penalties	85,274	70,000	70,000	75,000
Sewer Sales	2,251,344	2,100,000	2,100,000	2,290,000
Reclaimed Water	299,077	390,000	390,000	288,000
Interest	97,115	140,000	140,000	185,000
Water Impact Fees	550,201	50,000	50,000	50,000
Sewer Impact Fees	229,387	10,000	10,000	10,000
Misc Revenues	521,572	10,000	210,000	250,000
Cash Balance Forward	-	35,000	158,670	228,598
Total Revenue	6,235,276	5,079,000	5,402,670	5,700,598
Amt Restricted for Water/Sewer Projects	1,037,691	1,817,278	1,817,278	1,817,278
Total Revenues and Balances	21,031,307	20,762,709	21,086,379	20,110,134
<b>Expenses:</b>				
Water Treatment	\$ 842,506	\$ 850,408	\$ 1,050,408	\$ 1,098,828
Water Dist. / WW Collection	884,618	993,702	993,702	1,039,725
Utility Billing	175,773	249,063	249,063	217,414
Water/Sewer Projects	41,106	1,075,000	1,198,670	1,308,598
Wholesale Reclaimed Water	535,668	380,000	380,000	260,000
Wholesale Sewer Treatment	1,627,327	1,605,000	1,605,000	1,630,000
Transfers out:				
To General Fund	1,200,000	1,200,000	1,200,000	1,350,000
To Health Insurance Fund	40,600	-	-	-
Total Expenses	5,347,598	6,353,173	6,676,843	6,904,565
Increase (Decrease) in				
Fund Balance	887,678	(1,274,173)	(1,274,173)	(1,203,967)
Amt Restricted for Water/Sewer Projects	1,817,278	1,817,278	1,817,278	1,817,278
<b>FUND BALANCE, SEPTEMBER 30</b>	<b>\$ 13,866,431</b>	<b>\$ 12,592,258</b>	<b>\$ 12,592,258</b>	<b>\$ 11,388,291</b>

**City of Lake Mary, Florida  
Fiscal Year 2019  
Water/Sewer Fund - Sources and Uses**



Fund Balance, October 1, 2018	\$	12,820,856	70.09%
Water/Sewer Sales		4,590,000	25.09%
New Installations		9,000	0.05%
Turn-ons/off		15,000	0.08%
Penalties		75,000	0.41%
Reclaimed Water		288,000	1.57%
Water/Sewer Impact Fees		60,000	0.33%
Misc Revenues		250,000	1.37%
Interest		185,000	1.01%
<b>Total Sources</b>	<b>\$</b>	<b>18,292,856</b>	<b>100%</b>



Water Treatment	\$	1,098,828	6.01%
Water Dist./WW Collection		1,039,725	5.68%
Utility Billing		217,414	1.19%
Water/Sewer Projects		1,308,598	7.15%
Wholesale Reclaimed Water		260,000	1.42%
Wholesale Sewer Treatment		1,630,000	8.91%
Transfers - Out		1,350,000	7.38%
Fund Balance, September 30, 2019		11,388,291	62.26%
<b>Total Uses</b>	<b>\$</b>	<b>18,292,856</b>	<b>100%</b>

# WATER TREATMENT

## PROGRAM SUMMARY

This program provides the operational and technical control over all aspects of potable water treatment including compliance with standards set by the Florida Department of Environmental Protection, Federal Environmental Protection Agency, St Johns River Water Management District, and the Occupational Safety & Health Administration

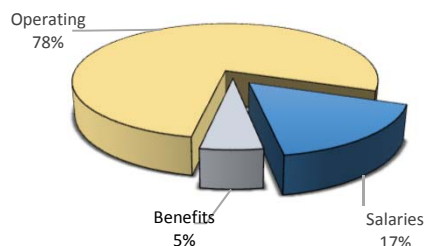
## GOALS

1. To minimize service interruptions to our customers.
2. To achieve a degree of treatment that will promote the health of the community by maintaining the highest level of water quality in accordance with the standards set by regulatory agencies and the Clean Water Act.
3. To perform testing of water quality within the established parameters required by law.
4. To ensure compliance with all health and safety requirements as prescribed by regulatory agencies.
5. To ensure the treatment plant and wells are properly maintained to minimize the chances of service interruptions.

## PERFORMANCE MEASURES

ACTIVITY	2016	2017	%Change	2018 EST
Billions of gallons of water treated	904	1,171	30%	1,187
Fluoride used (pounds)	28,550	30,608	7%	29,600
Chlorine used (gallons)	25,846	35,946	39%	30,900
System bacterial samples taken	336	366	9%	365
Plant inspections conducted	52	52	0%	52
Generator exercised (times)	16	17	6%	17
Complaints received (water quality/pressure)	3	3	0%	3

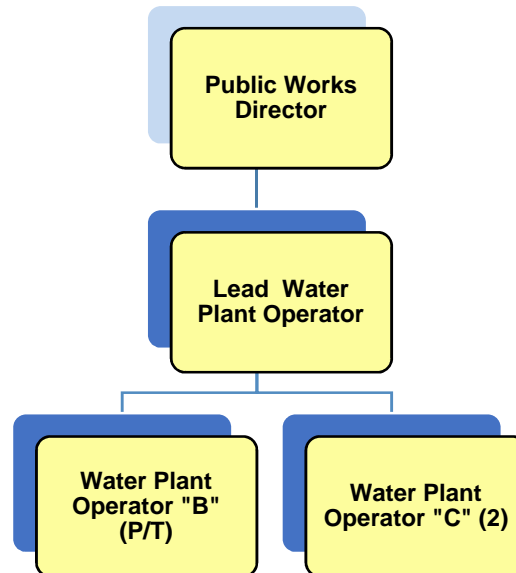
## BUDGET SUMMARY



## PUBLIC WORKS - WATER TREATMENT

	2017 ACTUAL	2018 ORIGINAL BUDGET	2018 ADJUSTED BUDGET	2019 ADOPTED BUDGET
Salaries	\$ 147,317	\$ 172,300	\$ 172,300	\$ 184,800
Benefits	\$ 37,146	\$ 65,246	\$ 65,246	\$ 60,265
Operating	\$ 658,043	\$ 612,862	\$ 812,862	\$ 853,763
<b>TOTAL</b>	<b>\$ 842,506</b>	<b>\$ 850,408</b>	<b>\$ 1,050,408</b>	<b>\$ 1,098,828</b>

## ORGANIZATIONAL CHART



## PUBLIC WORKS - WATER TREATMENT

	2017 ACTUAL	2018 ORIGINAL BUDGET	2018 ADJUSTED BUDGET	2019 ADOPTED BUDGET
Lead Water Plant Operator	1	1	1	1
Water Plant Operator "B" (P/T)	1	1	1	1
Water Plant Operator "C"	1	2	2	2
	3	4	4	4

**City of Lake Mary, Florida**  
**Fiscal Year 2019 Operating Budget**

**PUBLIC WORKS - WATER TREATMENT PLANT**  
**401-0434-434**

Description	2017 Actual	2018 Original Budget	2018 Adjusted Budget	2019 Adopted Budget
<b>PERSONNEL SERVICES:</b>				
11-00 Salaries And Wages	\$ 136,093	\$ 160,300	\$ 160,300	\$ 172,800
14-00 Overtime	11,224	12,000	12,000	12,000
21-00 FICA	10,527	13,181	13,181	14,138
22-00 Employer Pension	6,454	21,538	21,538	19,913
23-00 Health/Life Insurance	16,877	26,800	26,800	22,300
24-00 Workers Compensation	3,288	3,727	3,727	3,914
	<u>184,463</u>	<u>237,546</u>	<u>237,546</u>	<u>245,065</u>
<b>OPERATING EXPENDITURES:</b>				
31-00 Professional Services	\$ 196,343	\$ 103,000	\$ 203,000	\$ 250,000
34-40 Contractual Services	45,395	58,587	58,587	58,477
40-10 Travel & Per Diem	495	1,550	1,550	1,550
41-10 Telephone & Fax	3,709	4,250	4,250	5,000
42-00 Postage & Freight	69	140	140	140
43-10 Water/Sewer	424	600	600	600
43-50 Electric	228,799	250,000	250,000	245,000
44-60 Vehicle Rental	4,015	4,015	4,015	2,713
45-50 Insurance Costs	48,231	62,907	62,907	66,820
46-30 Plant & Pump	71,059	55,000	155,000	155,000
46-40 Equipment R&M	3,172	5,000	5,000	5,000
46-50 Vehicle Maintenance	2,096	3,200	3,200	3,200
46-60 Vehicle Maint/Contract	-	1,000	1,000	1,000
48-10 Promotional Activities	1,154	1,500	1,500	1,500
51-30 Office Supplies	592	300	300	350
52-10 General Operating Supplies	6,444	3,500	3,500	3,500
52-20 Vehicle Fuel Charges	1,261	1,800	1,800	2,400
52-40 Chemicals	37,137	40,000	40,000	35,000
52-50 Licensing/Other Fees	4,275	4,500	4,500	4,500
52-70 Uniforms & Clothing Allow	805	771	771	771
52-90 Equip under \$1,000	520	1,000	1,000	1,000
54-10 Memberships	-	442	442	442
54-30 Employee Development	618	800	800	800



**City of Lake Mary, Florida**  
**Fiscal Year 2019 Operating Budget**

**PUBLIC WORKS - WATER TREATMENT PLANT**  
**401-0434-434**

Description	2017 Actual	2018 Original Budget	2018 Adjusted Budget	2019 Adopted Budget
<b>Capital Outlay:</b>				
65-10 Machinery & Equipment	1,430	9,000	9,000	9,000
	<u>658,043</u>	<u>612,862</u>	<u>812,862</u>	<u>853,763</u>
Total Costs	\$ <u>842,506</u>	\$ <u>850,408</u>	\$ <u>1,050,408</u>	\$ <u>1,098,828</u>
<b>Additional Funding Sources:</b>				
Water Treatment Plant Projects				\$ <u>425,000</u>
<b>Total Water Treatment Plant including all funding sources</b>				\$ <u><u>1,523,828</u></u>

# WATER DISTRIBUTION/WASTEWATER

## PROGRAM SUMMARY

This program is responsible for the total operational support of the water distribution, wastewater collection and transmission and reclaimed water distribution systems including lift station operations and maintenance.

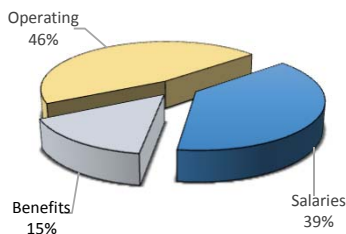
## GOALS

1. To ensure efficient distribution of potable water for domestic and commercial use. Complete the decommission of old galvanized water lines in the downtown area.
2. To ensure the integrity of the fire hydrant system and adequate water supply and pressures for fire flow purposes. Perform annual testing of all fire hydrants in the City.
3. To provide an effective preventative maintenance program for the wastewater collection and transmission system including lift stations. Install additional lift station control probes (replace older float systems).
4. Implementation of a new Advanced Metering Infrastructure (AMI) system to provide more accurate and reliable customer service.
5. Implementation of a new GIS based work order system to provide enhanced maintenance and repair efficiency.
6. Prepare a Class A CDL training initiative for Public Works Maintenance Specialists.
7. Prepare a heavy equipment operator training initiative for Public Works Maintenance Specialists.

## PERFORMANCE MEASURES

ACTIVITY	2016	2017	%Change	2018 EST
New meters installed	22	31	41%	76
Meter replacements	262	302	15%	480
Meter box replacement	120	146	22%	144
Fire hydrants serviced	18	22	22%	20
Line locations provided	1,852	1,734	-6%	2,590
Lift station inspections performed	1,664	1,664	0%	1,664
Water line breaks repaired	170	80	-53%	78
Water lines installed (feet)	50	230	360%	200

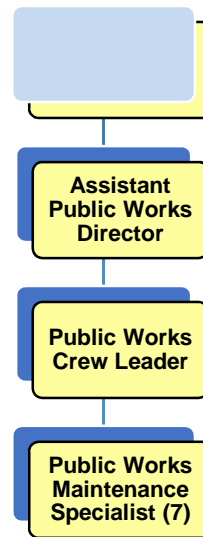
## BUDGET SUMMARY



### PUBLIC WORKS - WTR DISTRIBUTION/WASTEWATER

	2017 ACTUAL	2018 ORIGINAL BUDGET	2018 ADJUSTED BUDGET	2019 ADOPTED BUDGET
Salaries	\$ 340,051	\$ 372,420	\$ 372,420	\$ 399,895
Benefits	\$ 124,008	\$ 155,632	\$ 155,632	\$ 157,274
Operating	\$ 420,559	\$ 465,650	\$ 465,650	\$ 482,556
<b>TOTAL</b>	<b>\$ 884,618</b>	<b>\$ 993,702</b>	<b>\$ 993,702</b>	<b>\$ 1,039,725</b>

## ORGANIZATIONAL CHART



## PUBLIC WORKS - WTR DISTRIBUTION/WASTEWATER

	2017 ACTUAL	2018 ORIGINAL BUDGET	2018 ADJUSTED BUDGET	2019 ADOPTED BUDGET
Assistant Public Works Director	1	1	1	1
Public Works Crew Leader	1	1	1	1
Public Works Maintenance Specialist	6	6	6	7
	8	8	8	9

**City of Lake Mary, Florida**  
**Fiscal Year 2019 Operating Budget**

**PUBLIC WORKS - WATER DISTRIBUTION/WASTEWATER**  
**401-0435-435**

Description	2017 Actual	2018 Original Budget	2018 Adjusted Budget	2019 Adopted Budget
<b>PERSONNEL SERVICES:</b>				
11-00 Salaries And Wages	\$ 319,586	\$ 355,260	\$ 355,260	\$ 381,735
14-00 Overtime	17,010	13,000	13,000	14,000
17-00 Educational Incentives	3,455	4,160	4,160	4,160
21-00 FICA	23,844	28,490	28,490	30,593
22-00 Employer Pension	34,980	46,553	46,553	49,988
23-00 Health/Life Insurance	58,324	72,200	72,200	67,300
24-00 Workers Compensation	6,860	8,389	8,389	9,393
	<u>464,059</u>	<u>528,052</u>	<u>528,052</u>	<u>557,169</u>
<b>OPERATING EXPENDITURES:</b>				
34-40 Contractual Services	\$ 23,476	\$ 40,081	\$ 40,081	\$ 46,891
40-10 Travel & Per Diem	170	3,850	3,850	3,850
41-10 Telephone & Fax	7,722	9,200	9,200	16,550
43-10 Water/Sewer	3,640	4,000	4,000	4,500
43-50 Electric	24,642	24,000	24,000	28,000
43-70 Gas	1,170	2,000	2,000	3,000
44-30 Equipment Rental	-	1,000	1,000	1,000
44-60 Vehicle Rental	78,003	81,784	81,784	92,029
45-50 Insurance Costs	23,576	30,770	30,770	32,671
46-30 R&M Water/Sewer System	177,792	155,000	155,000	155,000
46-40 Equipment R&M	4,666	5,000	5,000	5,000
46-50 Vehicle Maintenance	24,987	33,220	33,220	33,220
46-60 Vehicle Maint/Contract	4,655	6,500	6,500	9,000
52-10 General Operating Supplies	21,935	27,500	27,500	27,500
52-20 Vehicle Fuel Charges	13,217	18,000	18,000	19,100
52-50 Permit Fees	575	1,200	1,200	1,200
52-70 Uniforms	1,453	1,895	1,895	1,895
52-90 Equip under \$1,000	-	1,000	1,000	1,000
54-30 Employee Development	1,542	1,150	1,150	1,150
<b>Capital Outlay:</b>				
64-10 Machinery & Equipment	7,338	18,500	18,500	-
	<u>420,559</u>	<u>465,650</u>	<u>465,650</u>	<u>482,556</u>
Total Costs	\$ <u>884,618</u>	\$ <u>993,702</u>	\$ <u>993,702</u>	\$ <u>1,039,725</u>

**Additional Funding Sources:**

Water Distribution/Wastewater Projects	\$ 848,598
<b>Total Water Distribution/Wastewater including all funding sources</b>	<b>\$ <u>1,888,323</u></b>

# PUBLIC WORKS UTILITY BILLING

## PROGRAM SUMMARY

The Utility Billing Department ensures that utility customers are billed in accordance with the rate structure established by City Commission and are treated equitably in compliance with ordinances and policies. Utility Billing performs a wide variety of functions including billing and collection; customer requests for connects, disconnects, and transfers of service; nonpayment issues; and assisting customers with questions regarding billing and services.

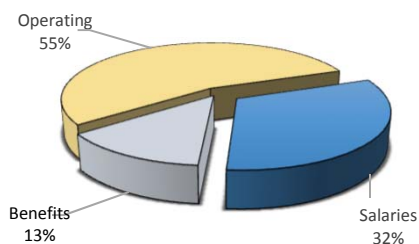
## GOALS

1. To provide friendly customer service.
2. To be efficient and accurate in meter reading and the utility billing process.
3. Review and update water rates.
4. To increase electronic/paperless billing and automatic draft payments.

## PERFORMANCE MEASURES

ACTIVITY	2016	2017	%Change	2018 EST
Meter readings	72,656	73,227	1%	73,300
Auto-Draft Payments	14,765	15,836	7%	16,120
Turn-on/Turn-off	1,596	1,481	-7%	1,370
Cut-offs for non-payment	297	284	-4%	540
Re-reads per customer request	85	65	-24%	50
Paperless billing customers per month	713	741	4%	800
Credit/Debit/EFT transactions	8,149	8,539	5%	10,500

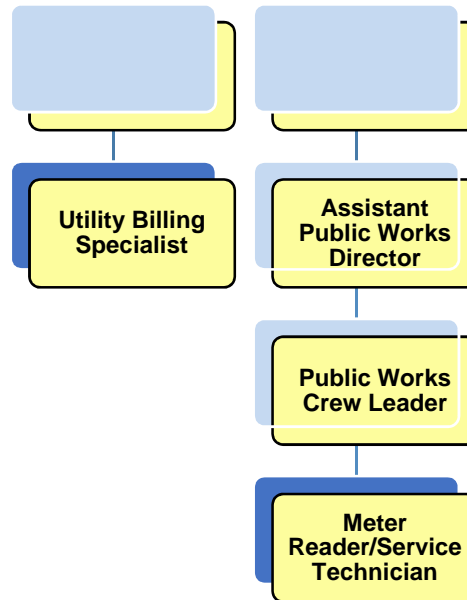
## BUDGET SUMMARY



### PUBLIC WORKS - UTILITY BILLING

	2017 ACTUAL	2018 ORIGINAL BUDGET	2018 ADJUSTED BUDGET	2019 ADOPTED BUDGET
Salaries	\$ 73,092	\$ 77,825	\$ 77,825	\$ 69,200
Benefits	\$ 28,019	\$ 33,835	\$ 33,835	\$ 29,276
Operating	\$ 74,662	\$ 137,403	\$ 137,403	\$ 118,938
<b>TOTAL</b>	<b>\$ 175,773</b>	<b>\$ 249,063</b>	<b>\$ 249,063</b>	<b>\$ 217,414</b>

## ORGANIZATIONAL CHART



### PUBLIC WORKS - UTILITY BILLING

	2017 ACTUAL	2018 ORIGINAL BUDGET	2018 ADJUSTED BUDGET	2019 ADOPTED BUDGET
Utility Billing Specialist	1	1	1	1
Meter Reader/Service Technician	1	1	1	1
	2	2	2	2

**City of Lake Mary, Florida**  
**Fiscal Year 2019 Operating Budget**

**PUBLIC WORKS - UTILITY BILLING**  
**401-0436-436**

Description	2017 Actual	2018 Original Budget	2018 Adjusted Budget	2019 Adopted Budget
<b>PERSONNEL SERVICES:</b>				
11-00 Salaries And Wages	\$ 70,483	\$ 76,825	\$ 76,825	\$ 68,200
14-00 Overtime	2,609	1,000	1,000	1,000
21-00 FICA	5,557	5,954	5,954	5,294
22-00 Employer Pension	8,878	9,729	9,729	8,650
23-00 Health/Life Insurance	13,229	17,750	17,750	14,900
24-00 Workers Compensation	355	402	402	432
	<u>101,111</u>	<u>111,660</u>	<u>111,660</u>	<u>98,476</u>
<b>OPERATING EXPENDITURES:</b>				
32-00 Accounting & Auditing	\$ 13,350	\$ 17,500	\$ 17,500	\$ 17,000
34-40 Contractual Services	1,539	26,300	26,300	22,300
40-10 Travel & Per Diem	-	400	400	425
41-10 Telephone & Fax	366	400	400	425
42-00 Postage & Freight	21,680	30,000	30,000	30,000
44-60 Vehicle Rental	4,498	2,567	2,567	2,567
45-50 Insurance Costs	540	704	704	739
46-10 Maintenance Contracts	15,012	22,600	22,600	21,200
46-50 Vehicle Maintenance	2,727	1,750	1,750	2,000
46-60 Vehicle Maint/Contract	-	300	300	300
46-70 Other R&M	-	600	600	600
47-10 Printing & Binding	11,889	15,000	15,000	15,500
47-30 Photocopies	83	1,000	1,000	600
51-30 Other Office Supplies	549	1,500	1,500	1,500
52-20 Vehicle Fuel Charges	2,094	2,300	2,300	2,300
52-70 Uniforms	252	332	332	332
52-90 Equip under \$1,000	64	750	750	750
54-30 Employee Development	-	400	400	400
74-40 Interest Expense	19	-	-	-
<b>Capital Outlay:</b>				
64-50 Machinery & Equipment	-	13,000	13,000	-
	<u>74,662</u>	<u>137,403</u>	<u>137,403</u>	<u>118,938</u>
Total Costs	\$ <u>175,773</u>	\$ <u>249,063</u>	\$ <u>249,063</u>	\$ <u>217,414</u>

**Additional Funding Sources:**

Utility Billing Projects	\$ 35,000
<b>Total Utility Billing including all funding sources</b>	<b>\$ <u>252,414</u></b>

**City of Lake Mary, Florida**  
**Fiscal Year 2019**  
**Water and Sewer Fund**  
**FY 2019 Projects**

Project Description	2018 Carry forward	2019 Budget	Total Available Budget
Ground Storage Tank Painting	\$ 10,000	\$ 30,000	\$ 40,000
WTP Control/Component Upgrades	-	50,000	50,000
Commercial Meter Testing and Repair	-	50,000	50,000
Lift Station Pump Maintenance & Replacement	-	40,000	40,000
Sewer and Reuse Implementation	-	250,000	250,000
Well #3R Pump and Appurtenances	-	300,000	300,000
Water Main Extension	183,598	-	183,598
WTP Sodium Hypochlorite Tank Replacement	35,000	-	35,000
Water Meter Technology Upgrades	-	325,000	325,000
ERP Software Upgrade	-	35,000	35,000
Total Water & Sewer Fund Projects	\$ <u>228,598</u>	\$ <u>1,080,000</u>	\$ <u>1,308,598</u>



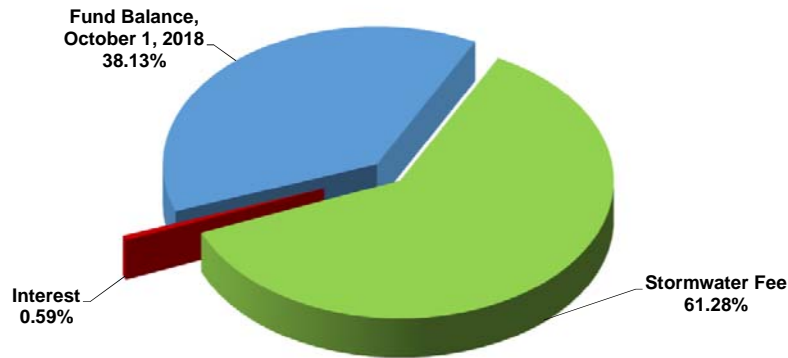
## **STORMWATER UTILITY FUND**

The Stormwater Utility Fund accounts for the operation and maintenance of the City's stormwater system.

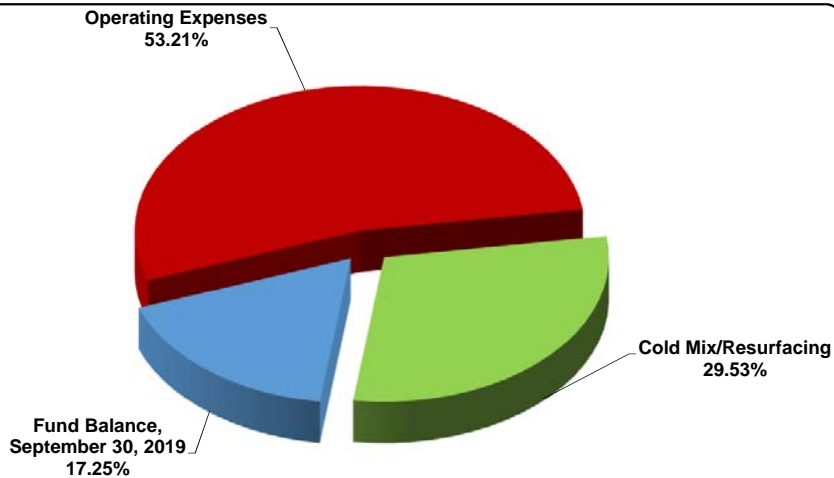
**City of Lake Mary, Florida**  
**Fiscal Year 2019 Operating Budget**  
**Stormwater Utility Fund**  
**402-0437-437**

Description	2017 Actual	2018 Original Budget	2018 Adjusted Budget	2019 Adopted Budget
<b>FUND BALANCE, OCTOBER 1</b>	<b>\$ 418,368</b>	<b>\$ 390,645</b>	<b>\$ 390,645</b>	<b>\$ 258,192</b>
<b>Revenue:</b>				
Stormwater Fee	\$ 413,267	\$ 412,000	\$ 412,000	\$ 415,000
Interest	3,127	4,000	4,000	4,000
Total Revenue	416,394	416,000	416,000	419,000
<b>Expenses:</b>				
Operating Expenditures	\$ 253,816	\$ 348,453	\$ 348,453	\$ 360,350
Cold Mix/Resurfacing	190,301	200,000	200,000	200,000
Total Expenses	444,117	548,453	548,453	560,350
Increase (Decrease) in Fund Balance	(27,723)	(132,453)	(132,453)	(141,350)
<b>FUND BALANCE, SEPTEMBER 30</b>	<b>\$ 390,645</b>	<b>\$ 258,192</b>	<b>\$ 258,192</b>	<b>\$ 116,842</b>

**City of Lake Mary, Florida  
Fiscal Year 2019 Operating Budget  
Stormwater Fund - Sources and Uses**



Fund Balance, October 1, 2018	\$	258,192	38.13%
Stormwater Fee		415,000	61.28%
Interest		4,000	0.59%
<b>Total Sources</b>	<b>\$</b>	<b>677,192</b>	<b>100%</b>



Operating Expenses	\$	360,350	53.21%
Cold Mix/Resurfacing		200,000	29.53%
Fund Balance, September 30, 2019		116,842	17.25%
<b>Total Uses</b>	<b>\$</b>	<b>677,192</b>	<b>100%</b>

# STORMWATER

## PROGRAM SUMMARY

This program is responsible for implementing National Pollutant Discharge Elimination System (NPDES) mandatory requirements for protecting surface water quality and flooding due to any storm event, creating and maintaining GIS stormwater mapbooks, Community Rating System recertification, providing stormwater construction site inspections and maintaining stormwater drainage systems.

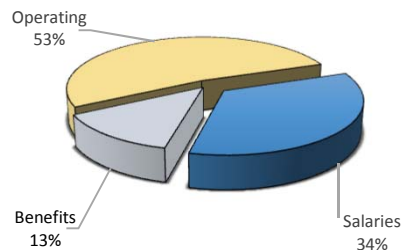
## GOALS

1. To operate and maintain all Stormwater (SW) collection systems and structural controls.
2. To control SW discharges from new development and construction activities.
3. To keep public streets and roadways clean in order to minimize pollutant migration in SW collection system.
4. To control pollutants from application of pesticides, herbicides, and fertilizer.
5. To inspect high risk industries, investigate illicit connections/illicit discharges (ICID), etc. in order to prevent SW pollution.
6. To provide training for spill prevention, ICID, erosion and sediment control, public education and awareness to prevent SW pollution.
7. To ensure compliance with National Pollutant Discharge Elimination System (NPDES) requirements.
8. To enhance proper stormwater drainage through the construction and maintenance of inlets, culverts, manholes, curbs, piping, and swales.

## PERFORMANCE MEASURES

ACTIVITY	2016	2017	%Change	2018 EST
Inventory of Stormwater (SW) Structures, inspection and Maintenance (Numbers)	100	100	0%	100
Number of Miles of roadways/streets swept	494	494	0%	494
Number of Outfalls cleaned and monitored	15	5	-67%	10
Number of ICID investigated and corrected	2	-	-100%	2
Number of training sessions on spill prevention, ICID and Public Education held.	1	1	0%	1
Number of Construction sites inspected	200	231	16%	200
Drainage Pipe Installed (feet)	100	-	-100%	15

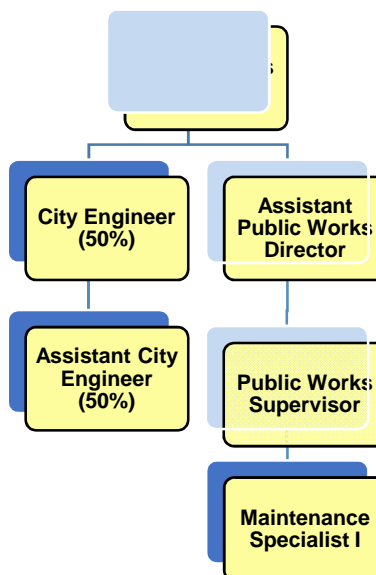
## BUDGET SUMMARY



## PUBLIC WORKS - STORMWATER

Salaries	\$ 129,957	\$ 116,393	\$ 116,393	\$ 123,580
Benefits	\$ 31,152	\$ 44,707	\$ 44,707	\$ 47,631
Operating	\$ 92,707	\$ 187,353	\$ 187,353	\$ 189,139

## ORGANIZATIONAL CHART



## PUBLIC WORKS - STORMWATER

	2017 ACTUAL	2018 ORIGINAL BUDGET	2018 ADJUSTED BUDGET	2019 ADOPTED BUDGET
City Engineer (50%)*	1	1	1	1
Assistant City Engineer (50%)*	1	1	1	1
Maintenance Specialist I	1	1	1	1
	3	3	3	3

\*City Engineer and Assistant City Engineer split 50/50 in Public Works Administration and Stormwater.

**City of Lake Mary, Florida**  
**Fiscal Year 2019 Operating Budget**

**PUBLIC WORKS - STORMWATER UTILITY FUND**  
**402-0437-437**

Description	2017 Actual	2018 Original Budget	2018 Adjusted Budget	2019 Adopted Budget
<b>PERSONNEL SERVICES:</b>				
11-00 Salaries And Wages	\$ 127,107	\$ 112,513	\$ 112,513	\$ 119,700
14-00 Overtime	1,827	1,800	1,800	1,800
17-00 Educational Incentives	1,023	2,080	2,080	2,080
21-00 FICA	9,275	8,905	8,905	9,454
22-00 Employer Pension	9,039	14,550	14,550	15,448
23-00 Health/Life Insurance	9,888	17,900	17,900	19,050
24-00 Workers Compensation	2,950	3,352	3,352	3,679
	<u>161,109</u>	<u>161,100</u>	<u>161,100</u>	<u>171,211</u>
<b>OPERATING EXPENDITURES:</b>				
31-21 NPDES Requirements	\$ 9,788	\$ 17,300	\$ 17,300	\$ 17,300
31-22 Streetsweep/Cleaning	12,370	20,500	20,500	20,500
31-24 Drainage Maintenance	41,179	110,000	110,000	110,000
31-25 TMDL Monitoring	5,702	8,000	8,000	8,000
34-40 Contractual Service	2,300	400	400	400
40-10 Travel & Per Diem	163	2,075	2,075	2,075
41-10 Telephone & Fax	1,055	2,075	2,075	1,450
44-60 Vehicle Rental	5,110	10,530	10,530	10,530
45-50 Insurance Costs	476	621	621	652
46-50 Vehicle Maintenance	8,184	9,000	9,000	9,000
46-60 Vehicle Maint/Contract	1,365	400	400	400
48-10 Promotional Activities	1,125	1,500	1,500	2,000
52-10 General Operating Supplies	437	1,140	1,140	300
52-20 Vehicle Fuel Charges	2,239	3,000	3,000	4,600
52-50 Licensing & Fees	99	355	355	355
52-70 Uniforms	255	457	457	457
54-10 Memberships	860	-	-	1,120
	<u>92,707</u>	<u>187,353</u>	<u>187,353</u>	<u>189,139</u>
Total Costs	<u>\$ 253,816</u>	<u>\$ 348,453</u>	<u>\$ 348,453</u>	<u>\$ 360,350</u>
<b>Additional Funding Sources:</b>				
Stormwater Projects			\$ 200,000	
<b>Total Stormwater including all funding sources</b>			<u>\$ 560,350</u>	

## **INTERNAL SERVICE FUND**

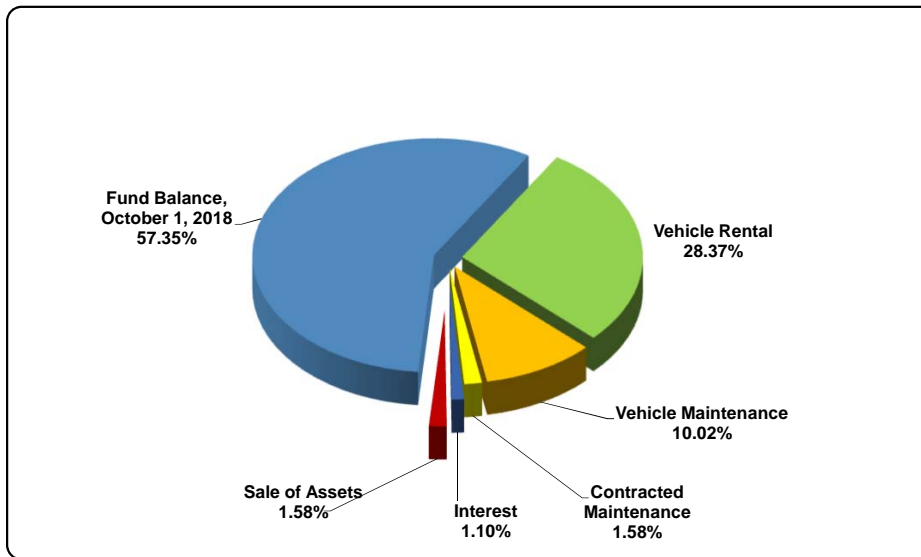
The Vehicle Maintenance Fund is used to account for the services provided by Fleet Maintenance and to accumulate funds for the replacement of the City's fleet.

**City of Lake Mary, Florida**  
**Fiscal Year 2019 Operating Budget**  
**Vehicle Maintenance Fund**  
**501-0490-490**

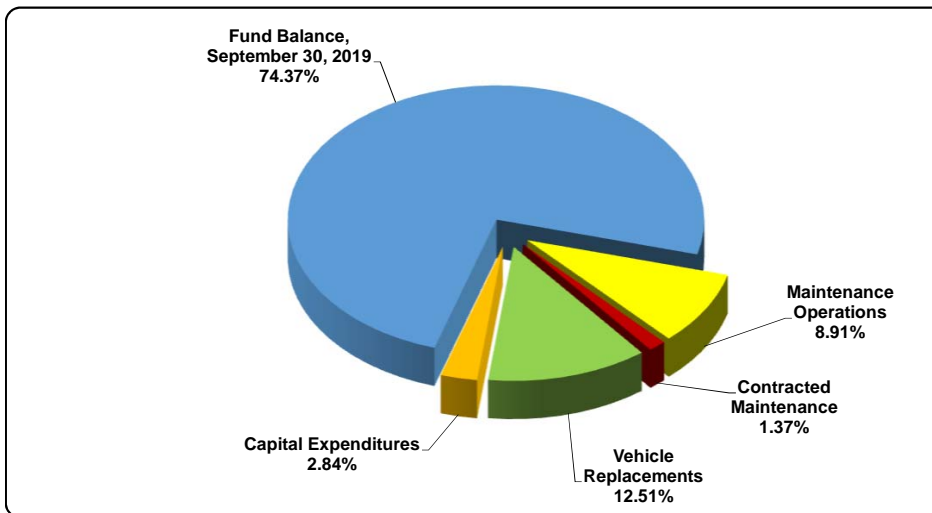
Description	2017 Actual	2018 Original Budget	2018 Adjusted Budget	2019 Adopted Budget
<b>FUND BALANCE, OCTOBER 1</b>	<b>\$ 2,286,786</b>	<b>\$ 1,974,870</b>	<b>\$ 1,974,870</b>	<b>\$ 1,818,615</b>
<b>Revenue:</b>				
Vehicle Rental Income	\$ 800,711	\$ 891,934	\$ 891,934	\$ 899,580
Vehicle Maintenance Fees	164,116	310,270	310,270	317,720
Contracted Maintenance	23,502	85,450	85,450	50,000
Interest	12,846	25,000	25,000	35,000
Sale of Assets	33,769	50,000	50,000	50,000
Misc and Interfund Acquisitions	21,035	-	-	-
Total Revenue	1,055,979	1,362,654	1,362,654	1,352,300
<b>Operating Expenditures:</b>				
Maintenance Operations	\$ 257,057	\$ 279,709	\$ 279,709	\$ 282,618
Contracted Maintenance	32,477	37,400	37,400	43,576
Vehicle Replacements	1,062,709	1,122,800	1,122,800	396,600
Machinery & Equip for Operations	15,652	-	-	-
Capital Expenditures	-	-	-	90,000
Transfer to FD 112	-	79,000	79,000	-
Total Expenditures	1,367,895	1,518,909	1,518,909	812,794
Increase (Decrease) in				
Fund Balance	(311,916)	(156,255)	(156,255)	539,506
<b>FUND BALANCE, SEPTEMBER 30</b>	<b>\$ 1,974,870</b>	<b>\$ 1,818,615</b>	<b>\$ 1,818,615</b>	<b>\$ 2,358,121</b>



**City of Lake Mary, Florida**  
**Fiscal Year 2019 Operating Budget**  
**Vehicle Maintenance Fund - Sources and Uses**



Fund Balance, October 1, 2018	\$	1,818,615	57.35%
Vehicle Rental		899,580	28.37%
Vehicle Maintenance		317,720	10.02%
Contracted Maintenance		50,000	1.58%
Interest		35,000	1.10%
Sale of Assets		50,000	1.58%
<b>Total Sources</b>	<b>\$</b>	<b>3,170,915</b>	<b>100%</b>



Maintenance Operations	\$	282,618	8.91%
Contracted Maintenance		43,576	1.37%
Vehicle Replacements		396,600	12.51%
Capital Expenditures		90,000	2.84%
Fund Balance, September 30, 2019		2,358,121	74.37%
<b>Total Uses</b>	<b>\$</b>	<b>3,170,915</b>	<b>100%</b>

# VEHICLE MAINTENANCE

## PROGRAM SUMMARY

This program provides both preventative and unscheduled maintenance to all City vehicles and most equipment including automobiles, trucks, heavy and light mechanized equipment.

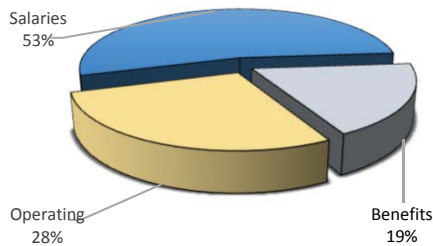
## GOALS

1. To ensure all City owned vehicles and equipment are maintained in a safe and efficient manner.
2. To provide accountability for all expenditures of man-hours, inventory and other items used in maintaining the City's mechanized assets.
3. To schedule and ensure all vehicles/equipment receive preventive maintenance and service.
4. To perform emergency unscheduled repairs/maintenance on a priority basis.

## PERFORMANCE MEASURES

ACTIVITY	2016	2017	%Change	2018 EST
P.M. inspections performed	590	643	9%	650
Sublet repairs	46	44	-4%	62
Vehicles & equipment serviced	986	1,566	59%	1,612
Unscheduled repairs made	396	392	-1%	340
Oil changes performed	302	349	16%	358
Brake jobs	16	16	0%	26
Tires changed/balanced	162	117	-28%	176
Transmission services performed	30	5	-83%	25

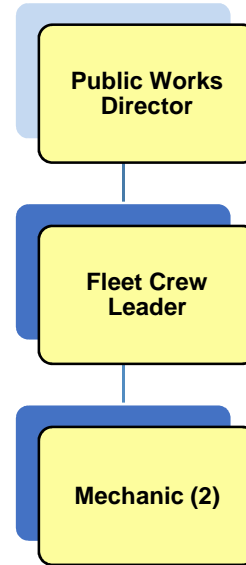
## BUDGET SUMMARY



## VEHICLE MAINTENANCE

	2017 ACTUAL	2018 ORIGINAL BUDGET	2018 ADJUSTED BUDGET	2019 ADOPTED BUDGET
Salaries	\$ 163,537	\$ 168,000	\$ 168,000	\$ 174,250
Benefits	\$ 54,318	\$ 63,675	\$ 63,675	\$ 60,693
Operating	\$ 87,331	\$ 85,434	\$ 85,434	\$ 91,251
<b>TOTAL</b>	<b>\$ 305,186</b>	<b>\$ 317,109</b>	<b>\$ 317,109</b>	<b>\$ 326,194</b>

## ORGANIZATIONAL CHART



## VEHICLE MAINTENANCE

	2017 ACTUAL	2018 ORIGINAL BUDGET	2018 ADJUSTED BUDGET	2019 ADOPTED BUDGET
Fleet Crew Leader	1	1	1	1
Mechanic	2	2	2	2
	3	3	3	3

**City of Lake Mary, Florida**  
**Fiscal Year 2019 Operating Budget**

**VEHICLE MAINTENANCE**  
**501-0490-491**

Description	2017 Actual	2018 Original Budget	2018 Adjusted Budget	2019 Adopted Budget
<b>PERSONNEL SERVICES:</b>				
11-00 Salaries And Wages	\$ 158,610	\$ 164,150	\$ 164,150	\$ 170,400
14-00 Overtime	2,844	1,250	1,250	1,250
17-00 Educational Incentives	2,083	2,600	2,600	2,600
21-00 FICA	11,359	12,852	12,852	13,331
22-00 Employer Pension	16,596	21,000	21,000	21,782
23-00 Health/Life Insurance	23,788	26,900	26,900	22,500
24-00 Workers Compensation	2,575	2,923	2,923	3,080
	<u>217,855</u>	<u>231,675</u>	<u>231,675</u>	<u>234,943</u>
<b>OPERATING EXPENDITURES:</b>				
34-40 Contractual Services	\$ 32,477	\$ 38,492	\$ 38,492	\$ 43,576
40-10 Travel & Per Diem	-	750	750	750
41-10 Telephone & Fax	970	800	800	1,050
43-10 Water/Sewer	273	450	450	500
43-50 Electric	2,694	2,800	2,800	2,800
43-70 Gas	1,170	2,000	2,000	3,000
44-60 Vehicle Rental	10,187	10,187	10,187	10,187
45-50 Insurance Costs	3,744	4,887	4,887	5,170
46-10 Maintenance Contracts	2,625	4,750	4,750	4,750
46-50 Vehicle Maintenance	6,021	5,000	5,000	5,000
46-60 Vehicle Maint/Contract	3,541	500	500	500
51-30 Office Supplies	245	250	250	500
52-10 General Operating Supplies	4,694	6,600	6,600	6,000
52-20 Vehicle Fuel Charges	629	1,100	1,100	1,100
52-70 Uniforms	490	618	618	618
52-90 Equip under \$1,000	1,840	5,500	5,500	5,000
54-30 Employee Development	79	750	750	750
<b>Capital Outlay:</b>				
65-10 Machinery & Equipment	15,652	-	-	-
	<u>87,331</u>	<u>85,434</u>	<u>85,434</u>	<u>91,251</u>
Total Costs	\$ <u>305,186</u>	\$ <u>317,109</u>	\$ <u>317,109</u>	\$ <u>326,194</u>
<b>Additional Funding Sources:</b>				
Vehicle Maintenance Projects				\$ 90,000
<b>Total Vehicle Maintenance including all funding sources</b>				<u>\$ 416,194</u>

**CITY OF LAKE MARY  
VEHICLE REPLACEMENT SCHEDULE  
FY-2019**

VEH	DESCRIPTION	IN SERVICE	DIV	DEPARTMENT	2019	2020	2021	2022	2023
109	17 FORD ESCAPE	3/6/2017	431	PW ADMIN					32,700
62	04 CAT SKID STEER LOADER	2/1/2004	432	STREETS			75,000		
69	05 KUBOTA TRACTOR	1/21/2005	432	STREETS		36,000			
70	05 KUBOTA TRACTOR	1/31/2005	432	STREETS		58,000			
81	12 FORD F-350 4X4 DIESEL	6/21/2012	432	STREETS		53,200			
134	95 CATERPILLAR LOADER (RESERVE)	1/1/1995	432	STREETS					
87	13 RHINO BUSH HOG MOWER	3/7/2013	432	STREETS					11,500
88	14 SIGN BOARD	3/10/2014	432	STREETS	21,000				
89	14 SIGN BOARD	3/10/2014	432	STREETS	21,000				
93	14 FORD F-250 4X2 GAS	4/9/2014	432	STREETS		41,100			
94	11 CAT ASPHALT ROLLER	4/15/2014	432	STREETS					
98	15 CUSTOM BUILT TRAILER LAWN EQUIP	1/19/2015	432	STREETS					
99	15 TORO 5000 SERIES Z MASTER MOWERS	1/6/2015	432	STREETS			13,100		
100	15 TORO 5000 SERIES Z MASTER MOWERS	1/6/2015	432	STREETS			13,100		
102	15 MORBARK CHIPPER	3/4/2016	432	STREETS					
104	17 CATERPILLAR LOADER	2/19/2017	432	STREETS					
111	18 WANCO ARROW/MESSAGE TRAILER	2/19/2018	432	STREETS					
113	18 FORD F-550 FORESTRY BUCKET TRUCK	NOT IN YET	432	STREETS					
85	13 FORD F-150 PICK-UP 4X2 GAS	5/8/2013	434	WATER PLANT		30,000			
86	13 TORO WORKMAN MD CARB	2/13/2013	434	WATER PLANT			11,800		
61	04 CROSLEY TRAILER(SKID STEER, MINI HOE)	1/28/2003	435	WATER DIST			21,000		
73	07 CATERPILLAR BACKHOE	2/21/2007	435	WATER DIST			150,000		
76	08 DOVE TAIL TRAILER (PARKS LIFT)	7/7/2008	435	WATER DIST		31,000			
83	12 CATERPILLAR TRACK-HOE	8/14/2012	435	WATER DIST					
90	14 FORD F-550 MINI DUMP TRUCK DIESEL	6/26/2014	435	WATER DIST				70,500	
91	14 FORD F-250 PICK-UP GAS	5/20/2014	435	WATER DIST		39,900			
95	14 FREIGHT LINER VAC-CON	6/30/2014	435	WATER DIST					
96	15 F-450 CRANE TRUCK 4X4 GAS	7/30/2015	435	WATER DIST					107,500
97	15 CAT DUMP TRUCK	7/8/2015	435	WATER DIST					
105	16 MQ WATER TRAILER	1/26/2017	435	WATER DIST					
106	17 FORD F-150 4X2 GAS	4/26/2017	435	WATER DIST					34,000
107	17 FORD F-250 4X2 GAS	6/13/2017	435	WATER DIST					46,500
110	18 FORD F-250 4X2 GAS	NOT IN YET	435	WATER DIST					
112	18 JOHN DEERE BUSH HOG MOWER	NOT IN YET	435	WATER DIST					
114	18 WANCO LIGHT TOWER	2/19/2018	435	WATER DIST					
115	18 FORD F-250 4X2 GAS WITH TOMMY LIFT GATE	NOT IN YET	435	WATER DIST					
92	14 FORD F-150 PICK-UP GAS	4/9/2014	436	UTILITY BILLING		35,300			
82	12 FORD F-250 4X2 DIESEL	5/1/2012	437	STORMWATER		39,900			
108	14 FORD F-150 4X4 CREW CAB GAS	6/6/2014	437	STORMWATER			43,200		
101	15 FORD F-250 4X4 GAS	6/4/2015	490	FLEET					
103	16 FORD F-150 4X2 GAS	5/16/2016	490	FLEET					
400	11 FORD E-250 CARGO VAN STD	3/18/2011	519	FACILITIES			35,500		
401	14 FORD F-150 4X2 GAS	3/27/2014	519	FACILITIES			43,200		
402	14 FORD F-250 4X2 GAS	4/29/2014	519	FACILITIES			43,200		
15	14 FORD ESCAPE	9/11/2014	115	COM DEV			29,600		
14	14 FORD ESCAPE	3/26/2014	215	I.T. DEPT.			29,600		
627	08 FORD RANGER EXTEND CAB	3/11/2008	124	BUILDING		30,135			
629	08 FORD RANGER EXTEND CAB	3/11/2008	124	BUILDING		30,135			
630	17 FORD F-150 4X2 GAS	4/26/2017	124	BUILDING					32,500
2224	06 KAWASAKI MULE 4X4	10/26/2006	452	PARKS & REC					
79	11 FORD ESCAPE	3/29/2011	452	PARKS & REC			29,600		
12	06 FORD ESCAPE	7/12/2005	452	PARKS & REC		28,200			
75	08 FORD RANGER EXTENDED CAB	3/11/2008	452	PARKS & REC		30,200			
531	05 TORO GROUNDS MASTER 3500D RESERVE	4/29/2005	452	PARKS & REC					
534	05 TORO SAND PRO (RESERVE)	5/13/2005	452	PARKS & REC					
542	07 FORD ESCAPE	4/5/2007	452	PARKS & REC			29,600		
544	07 FORD F-250 4X4 CREW CAB	1/2/2007	452	PARKS & REC	54,000				
546	08 KUBOTA TRACTOR (RESERVE)	1/15/2008	452	PARKS & REC					
554	11 CUSTOM TANDUM TRAILER	3/30/2011	452	PARKS & REC			13,000		
560	13 CUSTOM BUILT LAWN TRAILER	1/23/2013	452	PARKS & REC					14,300
561	13 BRUTIS ROLLER	1/29/2013	452	PARKS & REC		11,800			
564	13 TORO MOWER GM 328D	2/13/2013	452	PARKS & REC		29,800			
566	14 FORD F-150 PICK-UP 4X2	4/9/2014	452	PARKS & REC		30,100			
567	15 FORD F-450 FLAT BED DIESEL	4/16/2014	452	PARKS & REC					82,000
568	15 FORD F-150 4X4 CREW CAB	4/17/2015	452	PARKS & REC			43,200		
569	15 TORO WORKMAN HDX CART	5/29/2015	452	PARKS & REC			50,400		
570	15 TORO WORKMAN MD CART	3/4/2015	452	PARKS & REC			11,800		
571	15 TORO Z-MASTER MOWER COMMAND 52"	1/6/2015	452	PARKS & REC			11,200		

**CITY OF LAKE MARY**  
**VEHICLE REPLACEMENT SCHEDULE**  
**FY-2019**

VEH	DESCRIPTION	IN SERVICE	DIV	DEPARTMENT	2019	2020	2021	2022	2023
572	15 TORO Z-MASTER MOWER COMMAND 60"	1/6/2015	452	PARKS & REC			11,900		
573	15 HIGH REACH LIFT	7/2/2015	452	PARKS & REC					
574	16 FORD F-250 W/UTILITY BED 4X4 GAS	5/26/2016	452	PARKS & REC				53,500	
575	16 WORKMAN HDX CARB W/ATTACHMENTS	2/15/2016	452	PARKS & REC				47,200	
576	16 WORKMAN HDX CARB	1/7/2016	452	PARKS & REC				30,600	
577	16 TORO WORMAN MD CARB	1/7/2016	452	PARKS & REC				13,400	
578	16 TORO Z-MASTER MOWER COMMAND 60	12/15/2016	452	PARKS & REC				11,200	
579	16 BIG TEX DUMP TRAILER	1/25/2016	452	PARKS & REC					
580	17 KUBOTA TRACTOR	2/9/2017	452	PARKS & REC					
581	18 TORO WORKMAN MDX	1/18/2018	452	PARKS & REC					
582	18 TORO GROUNDMASTER 3500-D (DIESEL)	1/18/2018	452	PARKS & REC					
583	18 TORO SAND PRO	NOT IN YET	452	PARKS & REC					
340	05 INTERNATIONAL RESCUE (RESERVE)	3/4/2005	322	EMERG OPS					
357	09 PIERCE PUMPER (RESERVE)	10/15/2009	322	EMERG OPS					
358	12 FORD F-450 RESCUE (RESERVE)	6/14/2012	322	EMERG OPS					
360	12 TRIPLE CROWN TRAILER	10/18/2012	322	EMERG OPS					10,000
361	13 TORO WORMAN MD CARB	2/13/2013	322	EMERG OPS		15,000			
363	13 CHEVY TAHOE 4X4 GAS (BAT CHIEF)	5/14/2013	322	EMERG OPS		64,155			
364	14 FORD F-150 4X4 GAS CREW CAB	6/6/2014	322	EMERG OPS		50,900			
368	15 FORD F-450 RESCUE (R-33)	4/17/2015	322	EMERG OPS		290,000			
371	16 SUTPHEN PUMPER	6/20/2016	322	EMERG OPS					
372	16 FORD INTERCEPTOR EXPLORER	4/4/2016	322	EMERG OPS				42,000	
373	17 FORD F-450 RESCUE (R-37)	4/24/2017	322	EMERG OPS				327,500	
374	17 FORD EXPLORER	6/20/2017	322	EMERG OPS					43,700
375	18 SUTPHEN PUMPER	NOT IN YET	322	EMERG OPS					
362	13 FORD ESCAPE	5/1/2013	324	FIRE PREV		33,600			
366	14 FORD ESCAPE	4/29/2014	324	FIRE PREV			35,300		
367	14 DIAMOND CARGO TRAILER	5/20/2014	324	FIRE PREV					
369	15 FORD F-150 4X2 GAS	7/9/2015	324	FIRE PREV			31,600		
370	15 FORD F-150 4X2 GAS	7/9/2015	324	FIRE PREV			31,600		
200	14 FORD F-150 4X2 GAS	5/21/2014	323	SUPPORT SVC			32,600		
2262	11 CHEVY IMPALA ADMIN UNMARKED	5/23/2011	323	SUPPORT SVC		38,640			
7	99 LIGHT TRAILER	12/22/1999	321	POLICE		12,900			
2256	11 CHEVY IMPALA ADMIN UNMARKED	2/22/2011	321	POLICE	50,100				
2263	11 CUSTOM BUILT TRAFFIC TRAILER	11/24/2011	321	POLICE			4,000		
2265	12 FORD FUSION ADMIN UNMARKED	7/17/2012	321	POLICE		31,000			
2266	12 FORD FUSION ADMIN UNMARKED	7/17/2012	321	POLICE		31,000			
2272	12 CHEVY TAHOE MARKED K-9	5/8/2012	321	POLICE		67,400			
2276	13 T-3 SEGWAY	1/4/2013	321	POLICE			18,500		
2277	13 FORD INTERCEPTOR TAURUS MARKED	4/24/2013	321	POLICE		52,600			
2278	13 FORD INTERCEPTOR TAURUS MARKED	4/15/2013	321	POLICE	50,100				
2280	13 FORD INTERCEPTOR TAURUS MARKED	4/17/2013	321	POLICE		52,600			
2281	13 FORD INTERCEPTOR TAURUS MARKED	4/11/2013	321	POLICE		52,600			
2286	13 FORD INTERCEPTOR EXPLORER UNMARKED	4/2/2013	321	POLICE		48,800			
2287	13 FORD REG EXPLORER SUV UNMARKED	3/15/2013	321	POLICE		38,640			
2288	13 FORD REG EXPLORER SUV UNMARKED	3/15/2013	321	POLICE		38,640			
2289	13 FORD INTERCEPTOR TAURUS MARKED	5/7/2013	321	POLICE	50,100				
2290	13 FORD INTERCEPTOR EXPLORER MARKED	8/5/2013	321	POLICE	50,100				
2291	14 MPH SPEED TRAILER	2/11/2014	321	POLICE		19,400			
2292	14 BMW MOTORCYCLE POLICE	2/21/2014	321	POLICE			30,500		
2293	14 FORD FUSION UNMARKED (DET)	5/19/2014	321	POLICE		36,855			
2294	14 FORD FUSION UNMARKED (DET)	5/19/2014	321	POLICE		36,900			
2295	14 FORD INTERCEPTOR EXPLORER MARKED	6/24/2014	321	POLICE		52,605			
2296	14 FORD INTERCEPTOR EXPLORER MARKED	6/18/2014	321	POLICE		52,605			
2297	14 BMW MOTORCYCLE POLICE	2/21/2014	321	POLICE			30,500		
2298	15 FORD INTERCEPTOR EXPLORER MARKED	7/2/2014	321	POLICE	50,100				
2299	15 FORD INTERCEPTOR EXPLORER MARKED	7/2/2014	321	POLICE	50,100				
2300	15 FORD INTERCEPTOR EXPLORER MARKED	7/3/2014	321	POLICE		52,605			
2301	15 FORD INTERCEPTOR EXPLORER MARKED	5/16/2015	321	POLICE			55,200		
2302	15 FORD INTERCEPTOR EXPLORER MARKED	5/6/2015	321	POLICE			55,200		
2303	15 FORD INTERCEPTOR EXPLORER MARKED K-9	7/2/2015	321	POLICE					
2304	15 FORD F-150 CREW CAB 4X2 UNMARKED	5/26/2015	321	POLICE			3,100		
2305	15 DIAMOND CARGO TRAILER UNMARKED	2/18/2015	321	POLICE					
2306	16 FORD FUSION UNMARKED	6/20/2015	321	POLICE				26,900	
2307	16 FORD INTERCEPTOR EXPLORER MARKED	5/6/2016	321	POLICE				58,000	
2308	16 FORD INTERCEPTOR EXPLORER MARKED	5/5/2016	321	POLICE				58,000	
2309	12 FORD F-150 4X4 GAS / OLD UNIT 359 FIRE	10/2/2012	321	POLICE		39,500			
2310	16 FORD INTERCEPTOR EXPLORER MARKED	5/12/2016	321	POLICE				58,000	
2311	16 FORD INTERCEPTOR EXPLORER MARKED	6/10/2016	321	POLICE				58,000	
2312	16 FORD INTERCEPTOR EXPLORER MARKED	5/12/2016	321	POLICE				58,000	
2313	16 FORD INTERCEPTOR EXPLORER MARKED	6/3/2016	321	POLICE				58,000	
2314	16 FORD INTERCEPTOR EXPLORER MARKED	5/25/2016	321	POLICE				58,000	
2315	16 FORD F-250 4X4 (GAS)	4/4/2016	321	POLICE				40,400	
2316	16 WANCO LIGHT TRAILER	3/4/2016	321	POLICE					
2317	16 FORD INTERCEPTOR EXPLORER MARKED	8/1/2016	321	POLICE				58,000	
2318	16 WANCO LIGHT TRAILER	12/28/2016	321	POLICE					

**CITY OF LAKE MARY  
VEHICLE REPLACEMENT SCHEDULE  
FY-2019**

VEH	DESCRIPTION	IN SERVICE	DIV	DEPARTMENT	2019	2020	2021	2022	2023
2319	17 KAWASAKI MULE 4X4 MARKED	2/20/2017	321	POLICE					
2320	17 FORD INTERCEPTOR EXPLORER MARKED	5/15/2017	321	POLICE					60,900
2321	17 FORD INTERCEPTOR EXPLORER UNMARKED	5/4/2017	321	POLICE					56,000
2322	17 FORD INTERCEPTOR EXPLORER UNMARKED	5/24/2017	321	POLICE					56,000
2323	17 FORD TAURUS UNMARKED (DET)	4/3/2017	321	POLICE					35,900
2324	17 FORD EXPLOER UNMARKED (DET)	6/6/2017	321	POLICE					44,600
2325	17 FORD INTERCEPTOR EXPLORER MARKED	5/15/2017	321	POLICE					60,900
2326	17 FORD F-150 CREW CAB 4X2 MARKED	6/7/2017	321	POLICE					45,800
2327	17 FORD INTERCEPTOR EXPLORER MARKED	6/2/2017	321	POLICE					60,900
2328	17 FORD INTERCEPTOR EXPLORER MARKED	6/7/2017	321	POLICE					60,900
2329	17 FORD INTERCEPTOR EXPLORER MARKED	6/7/2017	321	POLICE					60,900
2330	17 CUSTOM BUILT TRAILER (MULE & MOTOR UNITS)	4/21/2017	321	POLICE					
2331	18 FORD INTERCEPTOR EXPLORER MARKED	NOT IN YET	321	POLICE					
2332	18 FORD INTERCEPTOR EXPLORER MARKED	NOT IN YET	321	POLICE					
2333	18 FORD INTERCEPTOR EXPLORER MARKED	NOT IN YET	321	POLICE					
2334	18 FORD INTERCEPTOR EXPLORER MARKED	NOT IN YET	321	POLICE					
2335	18 FORD INTERCEPTOR EXPLORER MARKED	NOT IN YET	321	POLICE					
2336	18 FORD INTERCEPTOR EXPLORER MARKED	NOT IN YET	321	POLICE					
2337	18 FORD INTERCEPTOR EXPLORER MARKED	NOT IN YET	321	POLICE					
2338	18 FORD INTERCEPTOR EXPLORER MARKED	NOT IN YET	321	POLICE					
2339	18 FORD INTERCEPTOR EXPLORER MARKED	NOT IN YET	321	POLICE					
2340	18 WANCO SPEED TRAILER	2/19/2018	321	POLICE					
					\$ 396,600	\$ 1,763,715	\$ 1,037,100	\$ 1,127,200	\$ 957,500

## **FIVE YEAR PROJECTIONS**



### **Five Year Plan – General Fund**

**Scenario A** – If the City continues to use the same millage rate of 3.5895 for the next five years, assuming Amendment 1 (3<sup>rd</sup> Homestead) passes and Amendment 2 does not sunset, the ending General Fund Balance for FY 2023 would be \$5,661,125.

**City of Lake Mary, Florida**  
**Five Year Projections**  
**General Fund - Summary**

Description	2019	2020	2021	2022	2023
<b>FUND BALANCE, OCTOBER 1</b>	<b>\$ 14,322,150</b>	<b>\$ 12,774,452</b>	<b>\$ 10,676,217</b>	<b>\$ 8,839,750</b>	<b>\$ 7,081,800</b>
<b>Revenue and Other Sources:</b>					
Millage Rate	3.5895	3.5895	3.5895	3.5895	3.5895
Ad Valorem Taxes	\$ 8,265,607	\$ 8,467,824	\$ 8,975,894	\$ 9,514,447	\$ 9,990,169
Franchise and utility taxes	5,745,898	5,860,816	5,978,032	6,097,593	6,219,545
Licenses and permits	1,676,000	1,592,200	1,432,980	1,289,682	1,263,888
Fines and forfeitures	74,200	74,942	75,691	76,448	77,212
Intergovernmental	1,944,585	1,993,200	2,043,030	2,094,106	2,146,459
Charges for services	1,741,800	1,785,345	1,829,979	1,921,478	1,969,515
Other	482,000	496,460	511,354	526,695	542,496
Operating transfers in	1,350,000	1,350,000	1,350,000	1,350,000	1,350,000
<b>Total Sources</b>	<b>\$ 21,280,090</b>	<b>\$ 21,620,787</b>	<b>\$ 22,196,960</b>	<b>\$ 22,870,449</b>	<b>\$ 23,559,284</b>
<b>Expenditures and Other Uses:</b>					
<b>General Government</b>					
City Commission	\$ 100,471	\$ 101,596	\$ 102,734	\$ 103,886	\$ 105,052
City Manager	812,786	836,901	861,734	887,307	913,641
Legal Services	135,000	135,000	135,000	135,000	135,000
City Clerk	225,389	231,904	238,610	245,512	252,616
General Government	1,488,314	1,245,632	1,200,222	1,041,148	1,170,808
Risk Management	15,050	15,351	15,658	15,971	16,291
Community Development	334,109	343,681	353,532	363,669	374,101
Information Systems	391,645	401,754	412,134	422,791	433,735
<b>Total General Government</b>	<b>3,502,764</b>	<b>3,311,819</b>	<b>3,319,624</b>	<b>3,215,284</b>	<b>3,401,244</b>
<b>Finance</b>	<b>554,057</b>	<b>571,593</b>	<b>587,213</b>	<b>605,732</b>	<b>622,365</b>
<b>Building</b>	<b>717,923</b>	<b>738,664</b>	<b>760,012</b>	<b>781,985</b>	<b>804,600</b>
<b>Police</b>					
Operations	5,524,145	6,282,672	6,450,763	6,623,678	6,801,559
Support Services	883,872	904,832	926,310	948,319	970,872
<b>Total Police</b>	<b>6,408,017</b>	<b>7,187,504</b>	<b>7,377,073</b>	<b>7,571,997</b>	<b>7,772,431</b>
<b>Fire</b>					
Fire	5,125,668	5,252,832	5,401,138	5,553,709	5,710,667
Fire Prevention	497,279	511,456	526,044	541,054	556,499
<b>Total Fire</b>	<b>5,622,947</b>	<b>5,764,288</b>	<b>5,927,182</b>	<b>6,094,763</b>	<b>6,267,166</b>
<b>Public Works</b>					
Admin/Engineering	464,272	477,827	491,781	506,147	520,935
Streets/Sidewalks	657,674	671,858	686,356	701,176	716,325
<b>Total Public Works</b>	<b>1,121,946</b>	<b>1,149,685</b>	<b>1,178,137</b>	<b>1,207,323</b>	<b>1,237,260</b>
<b>Parks &amp; Recreation</b>	<b>2,061,710</b>	<b>2,126,232</b>	<b>2,180,676</b>	<b>2,236,581</b>	<b>2,293,988</b>
Facilities Maintenance	415,524	426,389	437,548	449,008	460,779
Events Center	504,978	513,859	527,714	541,953	556,588
Community Center	203,984	209,449	215,065	220,837	226,768
Senior Center	143,717	147,620	151,632	155,756	159,996
Tennis Center	121,219	124,856	128,601	132,459	136,433
<b>Total Parks &amp; Rec</b>	<b>3,451,132</b>	<b>3,548,405</b>	<b>3,641,236</b>	<b>3,736,594</b>	<b>3,834,552</b>
<b>Transfers-out</b>					
Debt Service Fund	349,002	347,064	342,950	339,720	340,342
Capital Projects Fund	1,100,000	1,100,000	900,000	1,075,000	700,000
<b>Total Transfers-out</b>	<b>1,449,002</b>	<b>1,447,064</b>	<b>1,242,950</b>	<b>1,414,720</b>	<b>1,040,342</b>
<b>Total Uses</b>	<b>22,827,788</b>	<b>23,719,022</b>	<b>24,033,427</b>	<b>24,628,398</b>	<b>24,979,959</b>
<b>FUND BALANCE, SEPTEMBER 30</b>	<b>\$ 12,774,452</b>	<b>\$ 10,676,217</b>	<b>\$ 8,839,750</b>	<b>\$ 7,081,800</b>	<b>\$ 5,661,125</b>

### **Five Year Plan – General Fund**

**Scenario B** – Should the City adjust the millage rate to balance for FY 2020 through FY 2023, assuming Amendment 1 (3<sup>rd</sup> Homestead) passes and Amendment 2 does not sunset, the ending General Fund Balance for FY 2023 would be \$12,774,134.

**City of Lake Mary, Florida**  
**Five Year Projections**  
**General Fund - Summary**

Description	2019	2020	2021	2022	2023
<b>FUND BALANCE, OCTOBER 1</b>	<b>\$ 14,322,150</b>	<b>\$ 12,774,452</b>	<b>\$ 12,774,360</b>	<b>\$ 12,774,331</b>	<b>\$ 12,774,281</b>
<b>Revenue and Other Sources:</b>					
Millage Rate	3.5895	4.4789	4.3239	4.2527	4.1000
Ad Valorem Taxes	\$ 8,265,607	\$ 10,565,967	\$ 10,812,332	\$ 11,272,347	\$ 11,410,697
Franchise and utility taxes	5,745,898	5,860,816	5,978,032	6,097,593	6,219,545
Licenses and permits	1,676,000	1,592,200	1,432,980	1,289,682	1,263,888
Fines and forfeitures	74,200	74,942	75,691	76,448	77,212
Intergovernmental	1,944,585	1,993,200	2,043,030	2,094,106	2,146,459
Charges for services	1,741,800	1,785,345	1,829,979	1,921,478	1,969,515
Other	482,000	496,460	511,354	526,695	542,496
Operating transfers in	1,350,000	1,350,000	1,350,000	1,350,000	1,350,000
<b>Total Sources</b>	<b>\$ 21,280,090</b>	<b>\$ 23,718,930</b>	<b>\$ 24,033,398</b>	<b>\$ 24,628,349</b>	<b>\$ 24,979,812</b>
<b>Expenditures and Other Uses:</b>					
<b>General Government</b>					
City Commission	\$ 100,471	\$ 101,596	\$ 102,734	\$ 103,886	\$ 105,052
City Manager	812,786	836,901	861,734	887,307	913,641
Legal Services	135,000	135,000	135,000	135,000	135,000
City Clerk	225,389	231,904	238,610	245,512	252,616
General Government	1,488,314	1,245,632	1,200,222	1,041,148	1,170,808
Risk Management	15,050	15,351	15,658	15,971	16,291
Community Development	334,109	343,681	353,532	363,669	374,101
Information Systems	391,645	401,754	412,134	422,791	433,735
<b>Total General Government</b>	<b>3,502,764</b>	<b>3,311,819</b>	<b>3,319,624</b>	<b>3,215,284</b>	<b>3,401,244</b>
<b>Finance</b>	<b>554,057</b>	<b>571,593</b>	<b>587,213</b>	<b>605,732</b>	<b>622,365</b>
<b>Building</b>	<b>717,923</b>	<b>738,664</b>	<b>760,012</b>	<b>781,985</b>	<b>804,600</b>
<b>Police</b>					
Operations	5,524,145	6,282,672	6,450,763	6,623,678	6,801,559
Support Services	883,872	904,832	926,310	948,319	970,872
<b>Total Police</b>	<b>6,408,017</b>	<b>7,187,504</b>	<b>7,377,073</b>	<b>7,571,997</b>	<b>7,772,431</b>
<b>Fire</b>					
Fire	5,125,668	5,252,832	5,401,138	5,553,709	5,710,667
Fire Prevention	497,279	511,456	526,044	541,054	556,499
<b>Total Fire</b>	<b>5,622,947</b>	<b>5,764,288</b>	<b>5,927,182</b>	<b>6,094,763</b>	<b>6,267,166</b>
<b>Public Works</b>					
Admin/Engineering	464,272	477,827	491,781	506,147	520,935
Streets/Sidewalks	657,674	671,858	686,356	701,176	716,325
<b>Total Public Works</b>	<b>1,121,946</b>	<b>1,149,685</b>	<b>1,178,137</b>	<b>1,207,323</b>	<b>1,237,260</b>
<b>Parks &amp; Recreation</b>	<b>2,061,710</b>	<b>2,126,232</b>	<b>2,180,676</b>	<b>2,236,581</b>	<b>2,293,988</b>
Facilities Maintenance	415,524	426,389	437,548	449,008	460,779
Events Center	504,978	513,859	527,714	541,953	556,588
Community Center	203,984	209,449	215,065	220,837	226,768
Senior Center	143,717	147,620	151,632	155,756	159,996
Tennis Center	121,219	124,856	128,601	132,459	136,433
<b>Total Parks &amp; Rec</b>	<b>3,451,132</b>	<b>3,548,405</b>	<b>3,641,236</b>	<b>3,736,594</b>	<b>3,834,552</b>
<b>Transfers-out</b>					
Debt Service Fund	349,002	347,064	342,950	339,720	340,342
Capital Projects Fund	1,100,000	1,100,000	900,000	1,075,000	700,000
<b>Total Transfers-out</b>	<b>1,449,002</b>	<b>1,447,064</b>	<b>1,242,950</b>	<b>1,414,720</b>	<b>1,040,342</b>
<b>Total Uses</b>	<b>22,827,788</b>	<b>23,719,022</b>	<b>24,033,427</b>	<b>24,628,398</b>	<b>24,979,959</b>
<b>FUND BALANCE, SEPTEMBER 30</b>	<b>\$ 12,774,452</b>	<b>\$ 12,774,360</b>	<b>\$ 12,774,331</b>	<b>\$ 12,774,281</b>	<b>\$ 12,774,134</b>

### **Five Year Plan – General Fund**

**Scenario C** – If the City uses a portion of Fund Balance, along with adjusting the millage rate to balance for FY 2020 through FY 2023, assuming Amendment 1 (3<sup>rd</sup> Homestead) passes and Amendment 2 does not sunset, the ending General Fund Balance for FY 2023 would be \$9,473,870.

**City of Lake Mary, Florida**  
**Five Year Projections**  
**General Fund - Summary**

Description	2019	2020	2021	2022	2023
<b>FUND BALANCE, OCTOBER 1</b>	<b>\$ 14,322,150</b>	<b>\$ 12,774,452</b>	<b>\$ 11,474,285</b>	<b>\$ 10,574,041</b>	<b>\$ 9,873,958</b>
<b>Revenue and Other Sources:</b>					
Millage Rate	3.5895	3.9279	3.9640	3.9886	3.9562
Ad Valorem Taxes	\$ 8,265,607	\$ 9,265,892	\$ 9,912,117	\$ 10,572,314	\$ 11,010,756
Franchise and utility taxes	5,745,898	5,860,816	5,978,032	6,097,593	6,219,545
Licenses and permits	1,676,000	1,592,200	1,432,980	1,289,682	1,263,888
Fines and forfeitures	74,200	74,942	75,691	76,448	77,212
Intergovernmental	1,944,585	1,993,200	2,043,030	2,094,106	2,146,459
Charges for services	1,741,800	1,785,345	1,829,979	1,921,478	1,969,515
Other	482,000	496,460	511,354	526,695	542,496
Operating transfers in	1,350,000	1,350,000	1,350,000	1,350,000	1,350,000
<b>Total Sources</b>	<b>\$ 21,280,090</b>	<b>\$ 22,418,855</b>	<b>\$ 23,133,183</b>	<b>\$ 23,928,316</b>	<b>\$ 24,579,871</b>
<b>Expenditures and Other Uses:</b>					
<b>General Government</b>					
City Commission	\$ 100,471	\$ 101,596	\$ 102,734	\$ 103,886	\$ 105,052
City Manager	812,786	836,901	861,734	887,307	913,641
Legal Services	135,000	135,000	135,000	135,000	135,000
City Clerk	225,389	231,904	238,610	245,512	252,616
General Government	1,488,314	1,245,632	1,200,222	1,041,148	1,170,808
Risk Management	15,050	15,351	15,658	15,971	16,291
Community Development	334,109	343,681	353,532	363,669	374,101
Information Systems	391,645	401,754	412,134	422,791	433,735
<b>Total General Government</b>	<b>3,502,764</b>	<b>3,311,819</b>	<b>3,319,624</b>	<b>3,215,284</b>	<b>3,401,244</b>
<b>Finance</b>	<b>554,057</b>	<b>571,593</b>	<b>587,213</b>	<b>605,732</b>	<b>622,365</b>
<b>Building</b>	<b>717,923</b>	<b>738,664</b>	<b>760,012</b>	<b>781,985</b>	<b>804,600</b>
<b>Police</b>					
Operations	5,524,145	6,282,672	6,450,763	6,623,678	6,801,559
Support Services	883,872	904,832	926,310	948,319	970,872
<b>Total Police</b>	<b>6,408,017</b>	<b>7,187,504</b>	<b>7,377,073</b>	<b>7,571,997</b>	<b>7,772,431</b>
<b>Fire</b>					
Fire	5,125,668	5,252,832	5,401,138	5,553,709	5,710,667
Fire Prevention	497,279	511,456	526,044	541,054	556,499
<b>Total Fire</b>	<b>5,622,947</b>	<b>5,764,288</b>	<b>5,927,182</b>	<b>6,094,763</b>	<b>6,267,166</b>
<b>Public Works</b>					
Admin/Engineering	464,272	477,827	491,781	506,147	520,935
Streets/Sidewalks	657,674	671,858	686,356	701,176	716,325
<b>Total Public Works</b>	<b>1,121,946</b>	<b>1,149,685</b>	<b>1,178,137</b>	<b>1,207,323</b>	<b>1,237,260</b>
<b>Parks &amp; Recreation</b>	<b>2,061,710</b>	<b>2,126,232</b>	<b>2,180,676</b>	<b>2,236,581</b>	<b>2,293,988</b>
Facilities Maintenance	415,524	426,389	437,548	449,008	460,779
Events Center	504,978	513,859	527,714	541,953	556,588
Community Center	203,984	209,449	215,065	220,837	226,768
Senior Center	143,717	147,620	151,632	155,756	159,996
Tennis Center	121,219	124,856	128,601	132,459	136,433
<b>Total Parks &amp; Rec</b>	<b>3,451,132</b>	<b>3,548,405</b>	<b>3,641,236</b>	<b>3,736,594</b>	<b>3,834,552</b>
<b>Transfers-out</b>					
Debt Service Fund	349,002	347,064	342,950	339,720	340,342
Capital Projects Fund	1,100,000	1,100,000	900,000	1,075,000	700,000
<b>Total Transfers-out</b>	<b>1,449,002</b>	<b>1,447,064</b>	<b>1,242,950</b>	<b>1,414,720</b>	<b>1,040,342</b>
<b>Total Uses</b>	<b>22,827,788</b>	<b>23,719,022</b>	<b>24,033,427</b>	<b>24,628,398</b>	<b>24,979,959</b>
<b>Anticipated Use of Fund Balance</b>	<b>-</b>	<b>(1,300,000)</b>	<b>(900,000)</b>	<b>(700,000)</b>	<b>(400,000)</b>
<b>FUND BALANCE, SEPTEMBER 30</b>	<b>\$ 12,774,452</b>	<b>\$ 11,474,285</b>	<b>\$ 10,574,041</b>	<b>\$ 9,873,958</b>	<b>\$ 9,473,870</b>

**City of Lake Mary, Florida**  
**Five Year Projections**  
**All Special Revenue Funds**  
**Summary**

Description	2019	2020	2021	2022	2023
<b>FUND BALANCE, OCTOBER 1</b>	<b>\$ 496,802</b>	<b>\$ 485,037</b>	<b>\$ 546,329</b>	<b>\$ 610,755</b>	<b>\$ 677,258</b>
<b>Revenue:</b>					
Operating Revenue	\$ 70,200	\$ 72,200	\$ 74,500	\$ 76,600	\$ 78,600
Interest	7,675	7,950	10,050	10,300	12,375
Total Revenue	77,875	80,150	84,550	86,900	90,975
<b>Expenditures:</b>					
Operating Expenditures	\$ 18,600	\$ 18,858	\$ 20,124	\$ 20,397	\$ 20,679
Capital Outlays	71,040	-	-	-	285,000
Total Expenditures	89,640	18,858	20,124	20,397	305,679
<b>Transfers In (Out)</b>	-	-	-	-	-
Increase (Decrease) in Fund Balance	(11,765)	61,292	64,426	66,503	(214,704)
<b>FUND BALANCE, SEPTEMBER 30</b>	<b>\$ 485,037</b>	<b>\$ 546,329</b>	<b>\$ 610,755</b>	<b>\$ 677,258</b>	<b>\$ 462,553</b>

**City of Lake Mary, Florida**  
**Five Year Projections**  
**Debt Service Fund**  
**Summary**

Description	Fiscal Year 2019	Fiscal Year 2020	Fiscal Year 2021	Fiscal Year 2022	Fiscal Year 2023
<b>FUND BALANCE, OCTOBER 1</b>	<b>\$ 300,284</b>	<b>\$ 302,403</b>	<b>\$ 304,434</b>	<b>\$ 304,377</b>	<b>\$ 305,262</b>
<b>Revenue:</b>					
Transfers in - General Fund	\$ 349,002	\$ 347,064	\$ 342,950	\$ 339,720	\$ 340,342
Total Revenue	349,002	347,064	342,950	339,720	340,342
<b>Expenditures:</b>					
PIRRN Series 2012 - Principal	\$ 265,000	\$ 271,000	\$ 277,000	\$ 281,000	\$ 286,000
PIRRN Series 2012 - Interest	81,883	74,033	66,007	57,835	49,531
Total Expenditures	346,883	345,033	343,007	338,835	335,531
Increase (Decrease) in Fund Balance	2,119	2,031	(57)	885	4,811
<b>FUND BALANCE, SEPTEMBER 30</b>	<b>\$ 302,403</b>	<b>\$ 304,434</b>	<b>\$ 304,377</b>	<b>\$ 305,262</b>	<b>\$ 310,073</b>

<b>Debt Service Payments Due:</b>	10/1/2019	10/1/2020	10/1/2021	10/1/2022	10/1/2023
Series 2012 Principal	\$ 271,000	\$ 277,000	\$ 281,000	\$ 286,000	\$ 295,000
Series 2012 Interest	39,001	35,032	30,975	26,860	22,671
	<u>\$ 310,001</u>	<u>\$ 312,032</u>	<u>\$ 311,975</u>	<u>\$ 312,860</u>	<u>\$ 317,671</u>

Series 2012 - Refunding Events Center Notes mature 10/1/2027

**Debt Service Requirements to Maturity Schedule:**

Fiscal Year			
Ending			Total Debt
Sept. 30,	Principal	Interest	Service
2019	265,000	81,883	346,883
2020	271,000	74,032	345,032
2021	277,000	66,007	343,007
2022	281,000	57,834	338,834
2023	286,000	49,531	335,531
2024-2027	1,224,000	110,631	1,334,631
2028	324,000	4,745	328,745
Totals	<u>2,928,000</u>	<u>444,663</u>	<u>3,372,663</u>



**City of Lake Mary, Florida**  
**Five Year Projections**  
**All Capital Projects Funds**  
**Summary**

Description	Fiscal Year 2019	Fiscal Year 2020	Fiscal Year 2021	Fiscal Year 2022	Fiscal Year 2023
<b>FUND BALANCE, OCTOBER 1</b>	<b>\$ 1,119,166</b>	<b>\$ 2,408,189</b>	<b>\$ 2,080,273</b>	<b>\$ 1,999,019</b>	<b>\$ 231,914</b>
<b>Revenue and Other Sources:</b>					
Intergovernmental Revenue	\$ 2,316,623	\$ 2,341,414	\$ 1,041,824	\$ 1,067,870	\$ 1,094,566
Grants	-	-	-	-	-
Interest	12,000	12,500	12,500	13,000	13,000
Transfers In - General Fund	1,100,000	1,100,000	900,000	1,075,000	700,000
Carry Forward Balance	627,618	-	-	-	-
<b>Total Sources</b>	<b>4,056,241</b>	<b>3,453,914</b>	<b>1,954,324</b>	<b>2,155,870</b>	<b>1,807,566</b>
<b>Expenditures:</b>					
Capital Projects	2,438,218	3,380,830	1,896,577	3,897,975	1,278,000
Admin Project Reserves	329,000	401,000	139,000	25,000	327,000
<b>Total Expenditures</b>	<b>2,767,218</b>	<b>3,781,830</b>	<b>2,035,577</b>	<b>3,922,975</b>	<b>1,605,000</b>
<b>Increase (Decrease) in</b>					
Fund Balance	1,289,023	(327,916)	(81,253)	(1,767,105)	202,566
<b>FUND BALANCE, SEPTEMBER 30</b>	<b>\$ 2,408,189</b>	<b>\$ 2,080,273</b>	<b>\$ 1,999,019</b>	<b>\$ 231,914</b>	<b>\$ 434,480</b>

**City of Lake Mary, Florida**  
**Five Year Projections**  
**Water Sewer Fund**  
**Summary**

Description	Fiscal Year 2019	Fiscal Year 2020	Fiscal Year 2021	Fiscal Year 2022	Fiscal Year 2023
<b>FUND BALANCE, OCTOBER 1</b>	<b>\$ 12,592,258</b>	<b>\$ 11,388,291</b>	<b>\$ 10,467,899</b>	<b>\$ 10,113,039</b>	<b>\$ 9,773,779</b>
<b>Revenue:</b>					
Water Sales	\$ 2,300,000	\$ 2,334,500	\$ 2,381,190	\$ 2,440,720	\$ 2,501,738
New Installations	9,000	9,000	9,000	9,000	9,000
Turn-ons	7,000	7,000	7,000	7,000	7,000
Turn-offs	8,000	8,000	8,000	8,000	8,000
Penalties	75,000	76,125	77,267	78,426	79,602
Sewer Sales	2,290,000	2,324,350	2,370,837	2,430,108	2,490,861
Reclaimed Water	288,000	292,320	296,705	301,156	305,673
Interest	185,000	188,700	191,531	194,404	197,320
Water Impact Fees	50,000	25,000	25,000	25,000	25,000
Sewer Impact Fees	10,000	5,000	5,000	5,000	5,000
Misc Revenues	250,000	250,000	250,000	250,000	250,000
Cash Balance Forward	228,598	-	-	-	-
Total Revenue	5,700,598	5,519,995	5,621,530	5,748,814	5,879,194
Amount Restricted for Water/Sewer Projects	1,817,278	1,817,278	1,817,278	1,817,278	1,817,278
Total Revenues and Balances	20,110,134	18,725,564	17,906,707	17,679,131	17,470,251
<b>Operating Expenses</b>					
Water Treatment	\$ 1,098,828	\$ 1,122,523	\$ 1,147,498	\$ 1,173,048	\$ 1,199,187
Water Dist / WW Collection	1,039,725	1,070,917	1,098,075	1,125,947	1,154,554
Utility Billing	217,414	222,747	228,216	233,825	239,577
Water/Sewer Projects	1,308,598	727,500	397,500	390,000	390,000
Wholesale Reclaimed Water	260,000	267,800	275,834	284,109	292,632
Wholesale Sewer Treatment	1,630,000	1,678,900	1,729,267	1,781,145	1,834,579
Transfers Out					
To General Fund	1,350,000	1,350,000	1,100,000	1,100,000	1,100,000
Total W & S Expenses	6,904,565	6,440,387	5,976,390	6,088,074	6,210,530
Increase (Decrease) in Fund Balance	(1,203,967)	(920,392)	(354,860)	(339,260)	(331,336)
Amount Restricted for Water/Sewer Projects	1,817,278	1,817,278	1,817,278	1,817,278	1,817,278
<b>FUND BALANCE, SEPTEMBER 30</b>	<b>\$ 11,388,291</b>	<b>\$ 10,467,899</b>	<b>\$ 10,113,039</b>	<b>\$ 9,773,779</b>	<b>\$ 9,442,443</b>

**City of Lake Mary, Florida**  
**Five Year Projections**  
**Stormwater Utility Fund**  
**Summary**

Description	Fiscal Year 2019	Fiscal Year 2020	Fiscal Year 2021	Fiscal Year 2022	Fiscal Year 2023
<b>FUND BALANCE, OCTOBER 1</b>	<b>\$ 258,192</b>	<b>\$ 116,842</b>	<b>\$ (29,227)</b>	<b>\$ (180,202)</b>	<b>\$ (336,279)</b>
<b>Revenue:</b>					
Stormwater Fee	\$ 415,000	\$ 419,150	\$ 423,342	\$ 427,575	\$ 431,851
Interest	4,000	4,050	4,100	4,150	4,200
Total Revenues	\$ 419,000	\$ 423,200	\$ 427,442	\$ 431,725	\$ 436,051
<b>Expenses:</b>					
Operating Expenses	\$ 360,350	\$ 369,269	\$ 378,417	\$ 387,802	\$ 397,429
Cold Mix/Resurfacing	200,000	200,000	200,000	200,000	200,000
Total Expenses	560,350	569,269	578,417	587,802	597,429
Increase (Decrease) in Fund Balance	(141,350)	(146,069)	(150,975)	(156,077)	(161,378)
<b>FUND BALANCE, SEPTEMBER 30</b>	<b>\$ 116,842</b>	<b>\$ (29,227)</b>	<b>\$ (180,202)</b>	<b>\$ (336,279)</b>	<b>\$ (497,657)</b>

**City of Lake Mary, Florida**  
**Five Year Projections**  
**Vehicle Maintenance Fund**  
**Summary**

Description	Fiscal Year 2019	Fiscal Year 2020	Fiscal Year 2021	Fiscal Year 2022	Fiscal Year 2023
<b>FUND BALANCE, OCTOBER 1</b>	<b>\$ 1,818,615</b>	<b>\$ 2,358,121</b>	<b>\$ 1,723,195</b>	<b>\$ 1,711,452</b>	<b>\$ 1,629,151</b>
<b>Revenue:</b>					
Vehicle Rental Income	\$ 899,580	\$ 926,567	\$ 954,364	\$ 982,995	\$ 1,012,485
Vehicle Maintenance	317,720	324,074	330,555	337,166	343,909
Contract Maintenance	50,000	51,000	51,510	52,025	52,545
Interest	35,000	35,400	36,100	36,800	37,500
Sale of Assets	50,000	50,000	50,000	50,000	50,000
Total Revenue	1,352,300	1,387,041	1,422,529	1,458,986	1,496,439
<b>Operating Expenditures:</b>					
Maintenance Operations	\$ 282,618	\$ 290,184	\$ 350,943	\$ 361,471	\$ 371,327
Contracted Maintenance	43,576	44,883	46,229	47,616	49,044
Vehicle Replacements	396,600	1,681,900	1,037,100	1,127,200	957,500
Machinery & Equip for Operations	-	5,000	-	5,000	-
Capital Expenditures	90,000	-	-	-	-
Total Expenditures	812,794	2,021,967	1,434,272	1,541,287	1,377,871
Increase (Decrease) in Fund Balance	539,506	(634,926)	(11,743)	(82,301)	118,568
<b>FUND BALANCE, SEPTEMBER 30</b>	<b>\$ 2,358,121</b>	<b>\$ 1,723,195</b>	<b>\$ 1,711,452</b>	<b>\$ 1,629,151</b>	<b>\$ 1,747,719</b>