



CITY OF
SANFORD
FLORIDA

FINAL BUDGET

2023 – 2024 FISCAL YEAR

OCTOBER 1, 2023 – SEPTEMBER 30, 2024

**PREPARED BY THE
OFFICES OF THE CITY MANAGER AND FINANCE**



CITY OF
SANFORD
FLORIDA

City of Sanford, Florida

2023/2024 Budget

October 1, 2023 – September 30, 2024

City Commission

Art Woodruff, Mayor
Sheena Britton, District 1, Vice Mayor
Kerry Wiggins, Sr., District 2
Patrick Austin, District 3
Patty Mahany, District 4

City Manager

Norton N. Bonaparte, Jr.

Assistant City Manager

Craig Radzak

Finance Director

Cynthia Lindsay, CPA, CGFO



CITY OF
SANFORD
FLORIDA

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Community Profile

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- **Largest Local Taxpayers**
- **Mayor, City Commission and Staff**
- **Strategic Plan**



CITY OF
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OUR VISION

Sanford is a significant cultural and business hub for the Central Florida region. With its showcase waterfront, extensive transportation network, distinctive cultural corridor and historic downtown, Sanford is a vibrant and safe City in which people choose to live, work, raise a family, attend school, shop, play and retire.

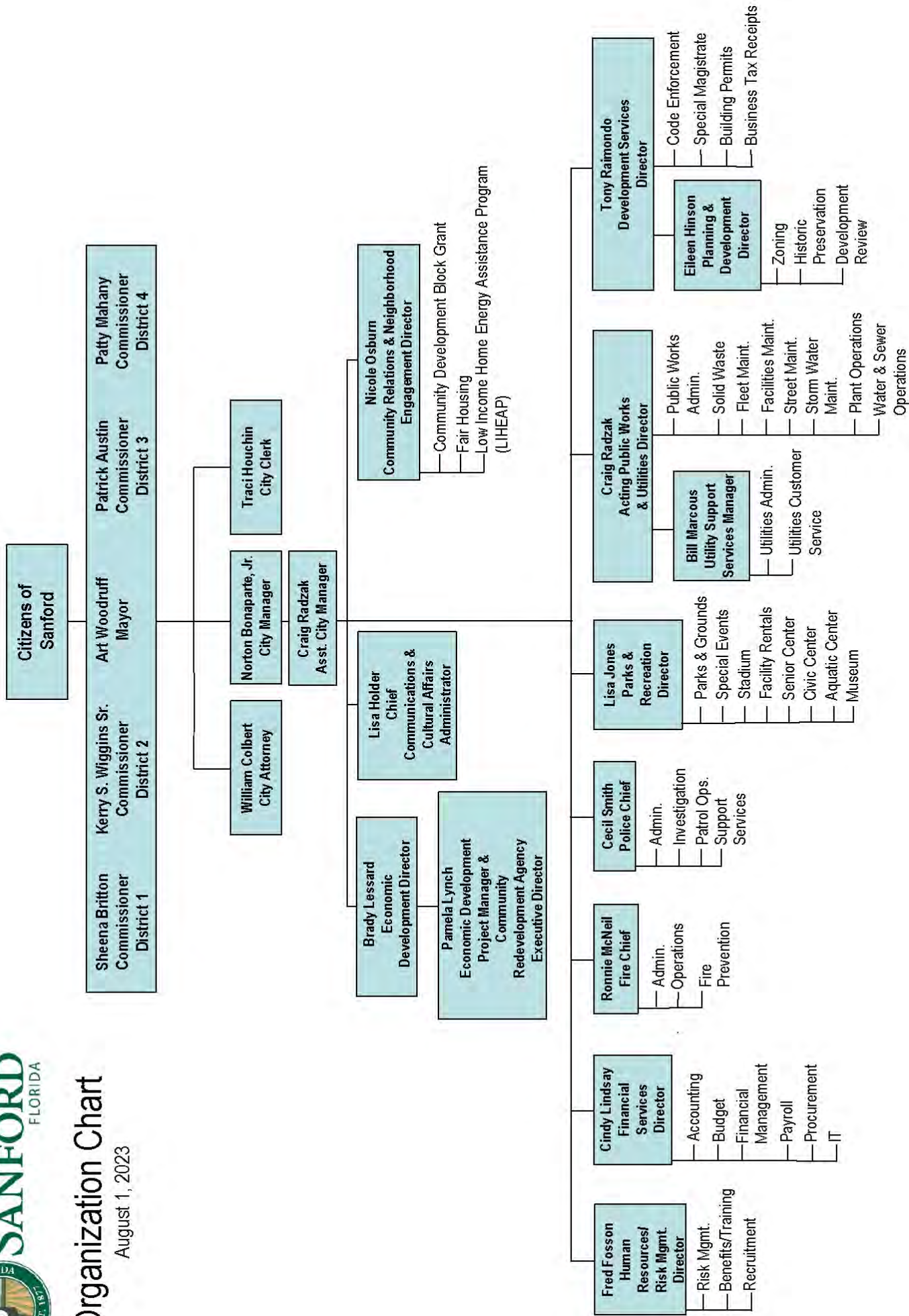
OUR MISSION

The City of Sanford is dedicated to the delivery of a high standard of service that cultivates a vibrant business and citizen partnership and fosters a well-connected, economically thriving community that celebrates its distinctive historical, natural, social and cultural character.

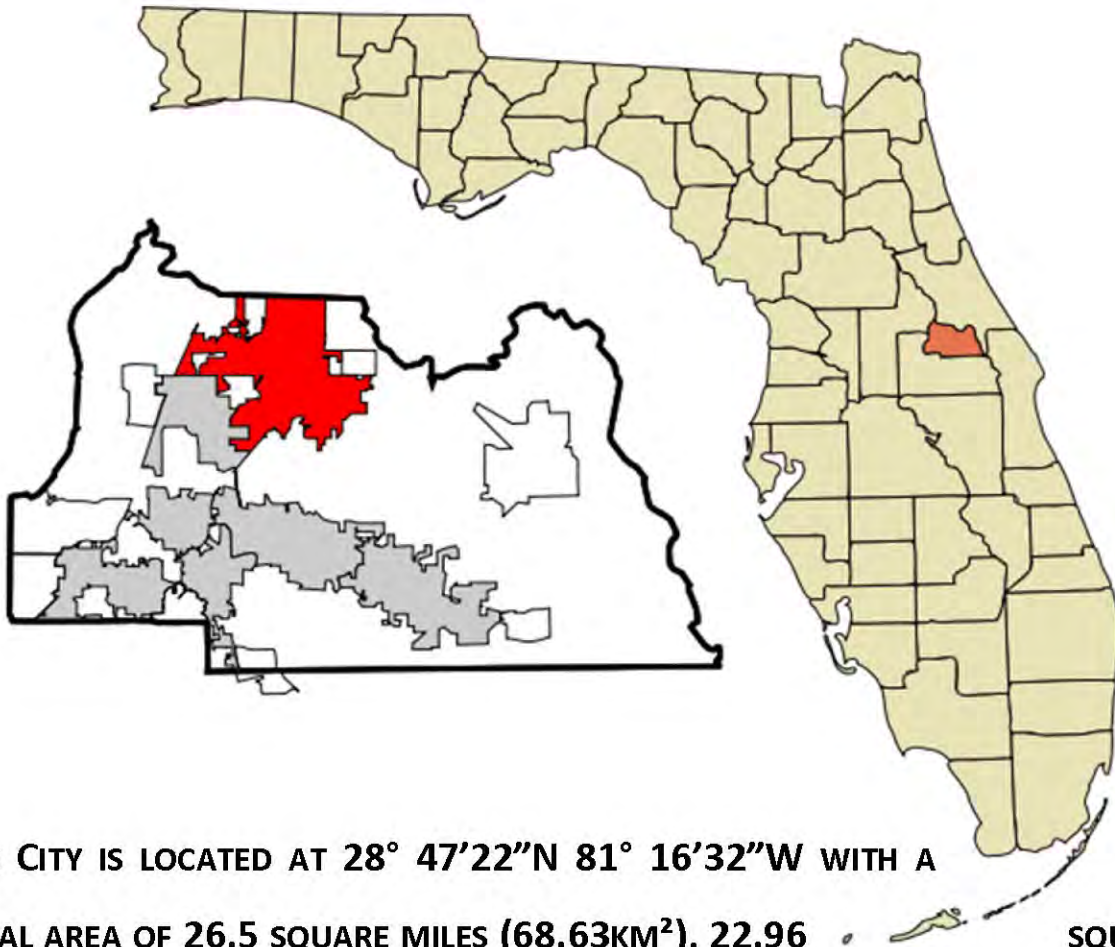


Organization Chart

August 1, 2023



CITY OF SANFORD LOCATION



THE CITY IS LOCATED AT $28^{\circ} 47'22''\text{N}$ $81^{\circ} 16'32''\text{W}$ WITH A
TOTAL AREA OF 26.5 SQUARE MILES (68.63km^2), 22.96 SQUARE
MILES (59.47km^2) OF LAND, AND 3.54 SQUARE MILES (9.17km^2) OF WATER.

SOURCE: WIKIPEDIA.ORG

City of Sanford Profile

Sanford is located in Central Florida in Seminole County, one of the fastest growing counties in the nation and sits on the south shore of Lake Monroe at the head of the navigation on the St. John's River. During the Seminole Wars of the 1830's, the area was the site of an U.S. Army post named Fort Mellon. As settlers moved into the area, the town of Mellonville was established. With the advent of commercial steamboat service, the town became a distribution point for goods essential for the growth of Central Florida. When Orange County was created in 1845, Mellonville became the county seat.



In 1870, Henry Shelton Sanford purchased the land west of Mellonville. He planned a new city "the Gate City of South Florida," which he believed would become the transportation hub for all of southern Florida. In 1877, the City of Sanford was incorporated and Mellonville was annexed six years later. In 1880, Henry S. Sanford formed a land company in London to encourage investments in the new city. That same year construction began on the South Florida Railroad with a terminus in Sanford. By 1884, Sanford was a prosperous town with wharves, a railroad station and a large hotel.



Mr. Sanford's greatest interest in Florida was the development of Belair, a citrus grove and experimental garden near Sanford. More than 140 varieties of citrus, including the Valencia orange, were tested for adaptability to the Florida climate.

In September 1887, a bakery on First Street caught fire. The blaze spread rapidly through the wooden buildings

on the east side of town until it was stopped by the volunteer fire department. When the town was rebuilt, the new structures were made of brick.

During the winter of 1894-95, the citrus industry received a serious blow when freezing temperatures destroyed the year's entire crop. Many citizens faced economic ruin and left the area. Those who stayed harnessed artesian wells and developed a sub-irrigation system that permitted commercial agriculture. By the first decade of the 20th century, Sanford was one of the largest vegetable shipping centers in the United States, and received the nickname "Celery City" for the most successful crop.



On April 25, 1913, Seminole County was officially established with Sanford as the county seat. In the boom and bust years that followed, Sanford shared in the growth of Central Florida.

From 1942 to 1968, the Sanford U.S. Naval Air Station drew many residents away from agriculture and brought new people to the city. Today the old station is Sanford's International Airport. The Sanford Commercial District was proclaimed a historic district and placed on the National Register in 1976.

Sanford, one of Central Florida's oldest incorporated cities, is home to brick lined streets, towering oaks, elegant store-fronts and large, nineteenth-century Victorian homes. The downtown, which once featured feed stores and dry good sellers, now showcases antique shops, restaurants and art galleries. Picturesque



First Street, the center of downtown Sanford, is a vibrant, enticing destination. Events, such as the Saturday morning Farmers Market and jazz concerts in Magnolia Square; theatrical productions at the newly renovated Wayne Densch Performing Arts Center; and the monthly Alive After 5 street parties attract visitors from all over Central Florida.

Sanford sits on the south shore of Lake Monroe, providing a waterfront backdrop for walking, jogging or just enjoying the natural beauty. Riverwalk, with its gazebos and swinging benches, has 1.2 miles of pedestrian walking paths. Along the way, you can visit Veterans Memorial Park, Marina Island, Ft. Mellon Park, and the Sanford Museum or have lunch at one of the lakeside restaurants.



The booming retail activity just west of downtown includes one of the largest malls in Central Florida, The Seminole Towne Center, as well as numerous retail enclaves surrounding it. One of the area's largest congregation of auto and motorcycle dealers is located in this vicinity, as well.

Restaurants, movie theaters, bookstores and other service facilities are readily available "close to home." And the marinas at the Port of Sanford, at the Osteen Bridge and in Downtown offer boaters of every level ready access to Lake Monroe and the beautiful St. John's River.

The City of Sanford is well protected by the authorized 141 sworn officers and 79 certified firefighters. The men and women of the Sanford Police Department are proud of the partnership they have created with our community. The Sanford Fire Department personnel are EMT trained and paramedic trained which allows the City to provide emergency medical service to its



residents. The fire protection service

has an Insurance Services Office (ISO) rating of 2. The Sanford Police Department has many specialized units to better serve the citizens within our community. The units include: Traffic, K-9, Investigations, School

Resource Officers, Crime Prevention and Community Policing Officers.



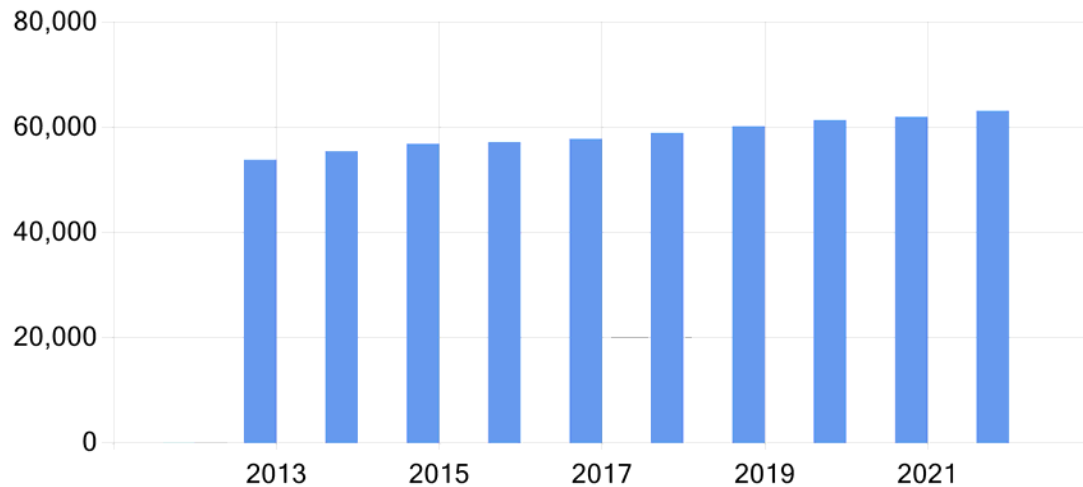
Sanford Demographics

Employer Name	Business Type	Employees
Orlando Sanford International Airport	Airport	3,500
Seminole County Public Schools	Public Schools	1,727
Seminole State College	College	1,500
Seminole County Sheriff	Government	1,312
Seminole County Government	Government	1,400
Central Florida Regional Hospital	Medical	850
Rremc, LLC	Restaurant	624
City of Sanford	Government	553
Seminole Town Center	Retail	400
Ethnos 360	Mission Organization	368

Unemployment Rate	FY 2019	FY 2020	FY 2021	FY 2022
City of Sanord	2.6%	6.5%	4.4%	2.7%

Sanford Demographics

City of Sanford Population by Fiscal Year



Source Office of Economic and Demographic Research-Florida Population Estimates for Count...

Largest Local Taxpayers

Taxpayer Name	Taxable Value	Total Taxes
Florida Power & Light Co.	83,858,048	614,260
Solstice Loop Holdings LLC	50,762,885	371,838
CRLP Twin Lakes LLC	53,400,106	391,156
SPU8 FB Seminole JV Prop LLC	42,670,304	312,560
Lakes Edge Apartments LLC	49,146,184	359,996
Seminole Mall Realty Holding LLC	43,856,104	321,246
Solara Holdings - CJ LLC	38,361,102	280,995
Bre Piper MF Westlake FL LLC	39,329,846	288,091
Wal-Mart Stores East LP	34,729,643	254,395
Vue on Lake Monroe	40,079,496	293,582

Sanford City Commission

The City of Sanford operates with a Commission-Manager form of government. The City Commission is comprised of a Mayor, who is elected at large, and four Commission Members, one elected from each district. The Commission appoints the City Manager, City Attorney, and City Clerk, who work with direction both from the City Commission and City Manager. All other staff members work under the direction of the City Manager.

Mayor Art Woodruff

Appointed in 2020; Elected to Mayor: 2022

Current Term Expires: 2026

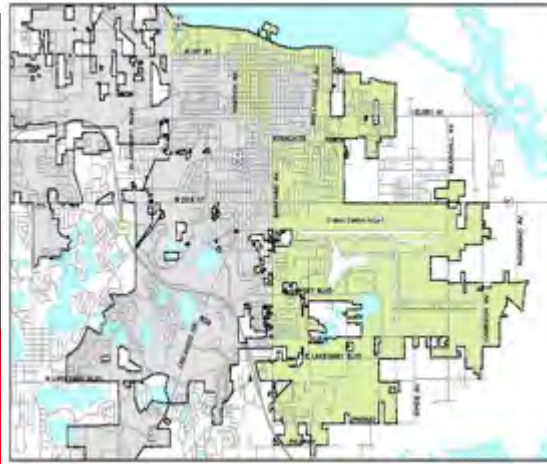


Art Woodruff was born and raised in Sanford as a sixth generation Sanfordite. Graduating from Seminole High School in 1980 he attended the University of North Carolina and returned to Sanford where he started teaching in Seminole County Public Schools. After fourteen years at Seminole High School as a science teacher and yearbook adviser, he transferred to Oviedo High School where he currently teaches science and computer science.

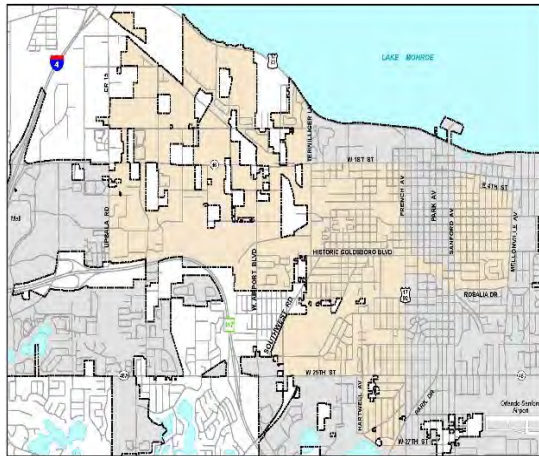
Art and his wife Patti have been married since 1995 and have two children, Daniel and Rachel. Patti is a health care coordinator for Kindred at Home. First elected as the District 1 Commissioner in 2001, he served through 2010. After one term off, he was again elected in November 2014. In July 2020 he was appointed Mayor following the resignation of Mayor Jeff Triplett.

Mayor Woodruff serves on the boards of the Community Improvement Association of Seminole County, the Wayne Densch Performing Arts Center, Run for God has been instrumental in the restoration of Historic, Hopper Academy. He also serves as a leader in Boy Scout Troop 787.

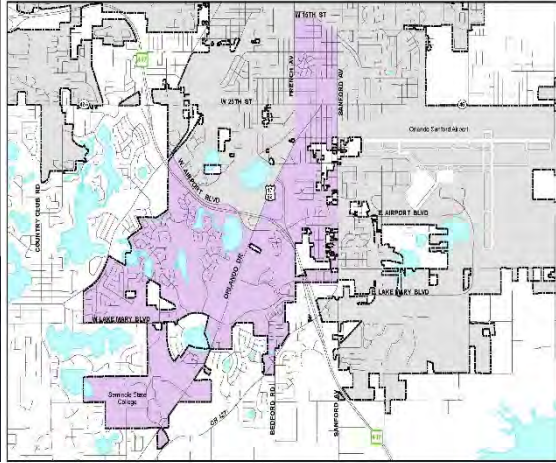
Art looks forward to building on the many positive improvements that have taken place while he has served on the City Commission and continuing to make Sanford a place where we want to live, work, and play.



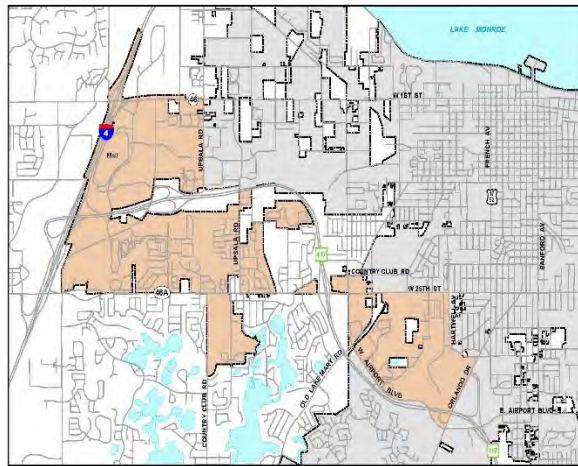
Vice Mayor, Sheena Britton District 1
Appointed 2020; Elected: 2022
Current Term Expires: 2026



Kerry Wiggins, Sr., District 2
Elected: 2019
Current Term Expires: 2026



Patrick Austin, District 3
Elected: 2016
Current Term Expires: 2024



Patty Mahany, District 4
Elected: 2010
Current Term Expires: 2024



Norton N. Bonaparte, Jr.
City Manager
Since: 2011



Craig Radzak
Assistant City Manager
Since: 2022

Strategic plan

A core principle of the City of Sanford is to listen to its Citizens. By better understanding the priorities and needs of our customers we can better shape our service delivery and programs to meet those needs.

The City of Sanford strives to address community issues as they arise and anticipate the needs of the community by taking positive and proactive measures to address major issues and concerns of the Citizens. To achieve this end, the City Commission and City Manager initiated the Imagine Sanford Community Strategic Planning Initiative. This outreach to our community, our customers and all our stakeholders has resulted in the Sanford Vision and Strategic Plan document that will provide guidance for our budgeting process each year.



Strategic Planning

Strategic planning is a group dynamic process, which enables an organization to address immediate issues, examine trends, assess capabilities, re-examine its reason for existence, define a new sense of direction, and develop an action plan to put the new direction into effect. The goal of strategic planning is to have the stakeholders work collectively to identify the purpose and direction for the organization, identify the issues and trends that may inhibit that vision, assess the resources and capabilities of the organization, and then develop an action plan to put the vision into effect.

At its foundation, strategic planning is about facing change, planning for it, and positioning the community to make the most of change. An organization and individuals must cope with change through communication and participation, these are core principles of this process. The primary objective of Strategic Planning is to focus on organizational direction or purpose. In strategic planning, the objective is to ensure that the organization's direction guides the development of programs, the delivery of services and provides focus for our planning and budgeting efforts.

During the recent Imagine Sanford Community Strategic Planning Initiative the following Vision, Mission, Values and Initiatives were identified and adopted. These were the result of many hours of interaction and discussions between our citizens and communities, a very dedicated and representative Steering Committee and the Sanford City Commission.

Vision

Sanford is a significant cultural and business hub for the Central Florida Region. With its showcase waterfront, extensive transportation network, distinctive cultural corridor and historic downtown, Sanford is a vibrant and safe City in which people choose to live, work, raise a family, attend school, shop, play and retire.

Mission

The City of Sanford is dedicated to the delivery of a high standard of services that cultivates a vibrant business and citizen partnership and fosters a well-connected, economically thriving community that celebrates its distinctive historical, natural, social, and cultural character.

Community Values

The core values that stand at the center of Sanford's unique identity and vision:

Character

We value Sanford's authenticity as a resilient, hardworking community that preserves its history.

Culture

We enjoy a distinctive identity that reflects our diversity, friendliness and faith, each enriching our culture and history.

Connections

Sanford is a well-connected regional hub that offers opportunity through accessibility and a collaborative spirit of problem solving.

Commerce

Our growth depends on regional access, a thriving downtown, opportunities for personal growth and promotion of our cultural and economic assets.

Six Vision Themes/Goals

1. Unify Downtown and the Waterfront
2. Improve Connectivity
3. Promote Sanford's Distinct Culture
4. Build Capacity for Civic Leadership
5. Redevelop and Revitalize Disadvantaged Communities
6. Update the Regulatory & Policy Framework

Six Target Areas and Initiatives/Strategies to implement Goals

Downtown Area

- Improve east/west connectivity across 17-92 and between neighborhoods
- Strengthen Sanford Avenue corridor with appropriate retail and civic uses at key intersections
- Relocate civic uses away from the waterfront to provide locations for mixed-use development and better waterfront access
- Improve connections to the water by strengthening north/south streets and establishing higher value uses along the waterfront
- Connect parks, open space and civic uses within the walkable downtown area
- Preserve the character of the historic neighborhoods south of 3rd Street

Goldsboro Area

- Strengthen connections across SR 46 to SunRail and the waterfront
- Enhance safety and the character of the SR 46 Corridor
- Focus on revitalization within the neighborhood through infill housing initiatives and a proposed civic hub along the 17-92 Corridor
- Re-stitch the fabric of the neighborhood by connecting streets and adding small neighborhood parks
- Strengthen north/south connectivity with proposed at-grade, street crossings across existing railroad tracks

- Improve east/west connectivity by extending the Goldsboro Trail and making both 4th & 7th Streets better for bicyclists and pedestrians
- Enhance and reinforce Historic Goldsboro Boulevard with neighborhood scale commercial infill

SunRail Station Area

- Capitalize on the location of SunRail transit stop by improving connectivity east/west along SR 46, to the neighborhoods beyond the railroad track to the north, and south across SR 46
- Reinforce Transit Oriented Development (TOD) with higher density multi-family uses and mixed-use infill
- Strengthen the SR 46 corridor with infill office and retail opportunities, enhancing the future character along this entry into downtown Sanford
- Create a new mixed-use and residential community in the mid-point of Sanford that capitalizes on great highway and regional transit access, offering proximity to Seminole Towne Center and historic downtown Sanford
- Redesignate 17-92 along the SR 46 and Monroe Avenue corridors, providing better connectivity and strengthening the visibility of the industrial area on the western edge along Monroe Avenue



Seminole Towne Center/St. Johns Parkway Area

- Orient land uses to regional highway access and improve connectivity to SR 46
- Improve north/south connectivity and general access through the area with more complete street network
- Improve walking and bicycling along St Johns Parkway
- Provide for both light and heavy industrial expansion as employment base for the city
- Create a "place" for residents in surrounding high-density communities by focusing on entertainment-based retail opportunities
- Infill with appropriate retail, mixed-use, and multi-family uses within the immediate vicinity of Seminole Towne Center

Seminole State College Area

- Create gateway focal point at intersection of Airport Boulevard and 17-92 with service related retail and hotel uses
- Reinforce and enhance the character along 17-92 through streetscape improvements and appropriate infill projects
- Establish new mixed-use hub anchored by civic uses at the intersection of Lake Mary Boulevard and 17-92
- Strengthen Airport Boulevard connectivity from airport to planned SunRail stations
- Enhance connectivity across 17-92 for bicyclists and pedestrians

Airport Area

- Create gateway focal point at intersection of Airport Boulevard and Sanford Avenue with service-related retail and hotel uses
- Improve connectivity eastward to 17-92 by reinforcing Lake Mary Boulevard and Airport Boulevard
- Prepare for future passenger transit along existing RR spur
- Increase residential densities around the proposed gateway with appropriate multi-family uses
- Improve directional signage and way finding along Sanford Avenue
- Expand airport-related services to the south with office and distribution uses

The above Vision, Mission, Values and Initiatives will guide and direct our budget process and annual allocation of funds. In order to remain current and relevant, the City will periodically revisit our initiatives and progress. We will continue to engage and interact with our citizens, our customers and our City Commission in order to update and, when necessary, revise our initiatives, goals and priorities.





CITY OF
SANFORD
FLORIDA

BUDGET MESSAGE

- **CITY MANAGER'S MESSAGE**



CITY OF
SANFORD
FLORIDA

September 30, 2023

Mayor Art Woodruff and Members of the City Commission
Sanford, Florida

In compliance with state law and the City Charter, we are submitting the 2023/2024 Budget. As required by Section 5.04 of the City Charter, the final budget for 2024 is balanced such that, “The total expenditures shall not exceed the total of estimated income and prior year surpluses, if any.”

Citywide Budget

The City’s final 2023/2024 budget totals approximately \$190.7 million for all activities, including utility funds, capital projects, debt service and other special revenue funds. Total expenditures are increasing \$12,506,532, an increase of 7.18% from last year’s final budget. The increase is attributed to the General Fund increasing \$7,960,376, the Debt Service Fund increasing \$184,057, the Capital Project Funds increasing \$3,629,504, the CRA Fund increasing \$439,754, the Enterprise Funds increasing \$1,876,980, and the Internal Service Funds increasing \$1,416,799 and offset decreases in the Special Revenue Funds of \$3,000,938.

General Fund

By employing zero-based budgeting, the 2024 budget is balanced.

The final budget is composed with a millage rate at 7.325 mills, this millage rate has been in effect since FY 2016. This represents a 11.2562% increase over the prior year when compared to the rollback rate. The budget is balanced at this millage rate.

Budget Highlights:

- The final budget includes funds for a 5% raise (hired between 10/1/22 and 9/30/23 prorated based on days of service) a 2% merit increase and funds to make sure employees are paid for their experience in their pay scale for non-union and USW employees. The IAFF and FOP pay adjustments are per their approved contracts.
- Capital – this proposal includes funding for various infrastructure and equipment needs of which funding from General Fund amounts to \$5,433,917. Please see the CIP plan under the Capital Improvement Plan Section for further details.

Future budgets will staff the proposed six Fire Lieutenants and 12 additional Firefighter/Paramedic positions as well as operational costs and remaining equipment at an additional cost estimate of \$5,500,000.

Property Tax Rate and Revenues

On May 22, the Seminole County Property Appraiser provided the required Certification of Value with a total current year taxable value for property in Sanford of \$5.4 billion. This was a 15.2% increase from the prior year's valuation. For this reason, the rolled-back rate (that is the rate at which the prior year's tax amount can be raised from the new valuation) is 6.5839%, compared to the current year's rate of 7.325 mills. The current millage rate of 7.325 will increase revenues by 14.3%.

Under new laws adopted in 2008 to implement the provisions of Amendment 1, and to further restrict the ability of local government to make local funding decisions, the City Commission has the following options when considering the property tax rate for the City.

Millage Rate Options	Two-thirds 4-1 or 4-0	Majority 3-2	Majority 3-2
Taxable Value	5,406,083,163	5,406,083,163	5,406,083,163
Roll-back Rate	5.5839	5.5839	5.5839
Rate Options	10.0000	5.5839	7.325
Current Rate	7.325	7.325	7.325
Percent Increase (Decrease) over Rollback	31.1807%	-%	31.1807%
Property Tax Revenues at Rate Option	51,357,790	28,677,676	37,619,581
Property Tax Revenue at Roll-back Rate	30,187,028	30,187,028	30,187,028
Revenues at Rate Options vs. Roll-back Rate	21,170,762	(1,509,351)	7,432,553

At the final millage rate of 7.325, on average, the single family homeowner will pay \$999.86 a year or \$108.08 per month in taxes to the City of Sanford.

Special Revenue Funds

The City receives revenues that are restricted to certain governmental purposes, such as fuel taxes dedicated to street projects (Local Option Gas Tax), the 3rd Generation Sales Tax which is dedicated to transportation infrastructure projects, as well as impact fees for expanding recreation, police and fire services, and confiscations and fine revenue dedicated to police training and equipment (2nd Dollar Fund and Police Trust Fund). The budget also includes the Building Inspection Fund, where new construction fees and service charges fund Florida Building Code compliance and adherence to City codes, as well as the Cemetery Fund, which receives revenues for plot sales and provides maintenance services. The City also maintains two separate special revenue funds for grants, the Low Income Home Energy Fund (LIHEAP) and the Community Development Block Grant Fund (CDBG). The LIHEAP grant is a program that provides energy assistance to help eligible low income households. The CDBG grant is a program that provides assistance to designated low income areas in the City for social programs and infrastructure improvements.

The Local Option Gas Tax Fund will provide about \$1.4 million for road work in 2023/2024. The Third Generation Sales Tax Fund will provide about \$5 million in new revenues for capital street projects.

Component Funds

The budget includes a Community Redevelopment Agency, a funding mechanism for infrastructure improvements targeting redevelopment and economic development in Sanford, the Downtown Waterfront Agency. In 2023/2024 the City's obligation to this agency will exceed \$2.3 million.

Debt Service Fund

The Debt Service Fund provides for the repayment of debt for general government obligations (debt payments for enterprise and redevelopment funds are shown in their respective funds). This fund pays for the City's fire truck leases, police vehicle leases, and the Public Safety Complex Bond – approximately \$2.1 million in annual payments.

Capital Projects Funds

The Capital Projects Funds contain governmental capital projects, usually funded through a combination of transfers from the General Fund, Grants, Impact Fees, Donations and other funds as applicable. Capital funded from the General Fund in the 2024 budget is \$5,433,917 for various infrastructure and equipment replacement needs.

Enterprise Funds (Utilities)

Enterprise services, such as solid waste collection, storm water management and water and wastewater treatment are funded through service charges; the only rate increases planned for 2024 are 5% for water and sewer fees.

Internal Service Funds

The City has two insurance funds, the General Insurance Fund, which administers the City's liability and workers compensation insurance, and the Health Insurance Fund, which administers all employee and retiree health insurance costs. These are internal service funds, which means that the costs are charged back to the "client" funds based on an allocation related to the type of insurance. General Insurance Fund costs are managed by Risk Management staff in the Human Resources Department.

Guiding Principles for Budget Development

As in prior years, certain principles were employed to develop the 2024 budget. They are:

The City's budget is synonymous with policy. The budget establishes what programs and activities are important to the community.

The City is a service organization. The most important asset of a service organization is trained, motivated, adequately compensated, and properly led employees. With the exception of most Police Department personnel, employees from 2008 through 2022 went through nine years without merit raises and six years without COLA's while having many benefits reduced or eliminated.

The City's current services are to be given priority. In line with Commission direction, we have focused on maintaining basic services especially in the areas of public safety.

All fee schedules and user charges are to be reviewed and adjusted to ensure that rates are equitable and cover the cost of the service deemed appropriate by the City Commission. Residents will experience an increase in solid waste collection fees and water fees.

The City will avoid budget and accounting procedures that balance the current budget at the expense of future budgets. With only enough funding for operating costs and limited capital replacement, the City risks more unanticipated costs as equipment and infrastructure age, which may also impact our ability to maintain a 14% operating reserve.

The City will maintain reserves adequate to ensure that resources are available annually for the replacement of vehicles and equipment. As noted above, this budget calls for very limited capital replacements.

The City will maintain reserves that are adequate to protect against unforeseen events. In 2018 the City Commission voted a minimum operating reserve for the General Fund of 14% of expenditures.

Local funds will be leveraged by aggressively seeking outside funding sources. The City continues to aggressively pursue both federal and state grants; however Federal and State agencies are also struggling to balance their budgets, so funds are severely limited.

High priority will be given to expenditures that will reduce future operating costs — such as better use of technology, equipment, and better business methods. Many improvements to the information technology “infrastructure” have been made in the last six years. However, in order to maintain this progress, we need to continue to fund capital replacements as well as investigate improved technology to aid in basic services.

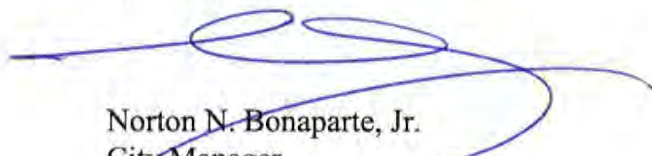
Future Budget Impacts

The current forecast on general fund revenues is approximately 3.48% in FY 2025 for a total revenue increase of \$2,391,957 and the following increases in expenditures are expected:

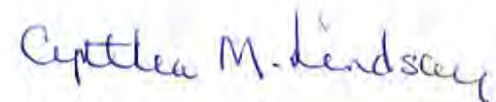
➤ Salary and Benefit Increases	\$ 2,956,060
➤ Operational costs	\$ 651,861
➤ Fire station personnel and operations	\$ 2,300,000

As noted earlier – the property tax values in the City have increased over prior years. The City has approximately \$273.7 million dollars worth of asset repairs and replacements that must be addressed on average every 23 years. The past eleven years, these assets have been addressed on a limited to no basis. The amount of funds needed to address the assets neglected over the past several years is currently \$31 million dollars and going forward to address recurring repairs and replacements, the City is looking at needing a replacement plan that would allow for funding of \$6 million dollars per year. We continue to urge the City Commission to think strategically and long-term as it relates to budget development.

Sincerely,



Norton N. Bonaparte, Jr.
City Manager



Cynthia M. Lindsay
Director of Finance



CITY OF
SANFORD
FLORIDA

BUDGET OVERVIEW

- **BUDGET PROCESS**
- **BUDGET CALENDAR**
- **UNDERSTANDING THE BUDGET DOCUMENT**
- **MAJOR REVENUE SOURCES**
- **FINANCIAL STRUCTURE**
- **FINANCIAL POLICIES**

Budget Process

The City's fiscal year runs from October 1st through September 30th. The annual budget process is approximately eight months starting in February and proceeding through the end of September.

Budget Guidelines (February)

February is the beginning of the Budget process. Budget guidelines, information, training session, and forms to be used are provided to each department. Departments prepare their budget requests, which include operating, 5 year capital plan, equipment replacements, and personnel.

Budget Submission and Review (March/April)

The Finance Department reviews and analyzes each Department's budget submission. Finance meets with Department Directors and Staff.

Budget Review (May)

During the first two weeks of the month of May, the City Manager reviews the details of each proposed budget for efficiency and compliance with the Commission's direction, and make any necessary adjustments to the requested budget.

Budget Workshop (July)

The City Commission holds a budget workshop to discuss the proposed budget and capital improvement program. Citizens are encouraged to attend.

1st and 2nd Public Hearings (September)

The City Commissioners first public hearing date is normally set during the second Monday of September. During the first public hearing the budget is tentatively approved. The second hearing date is usually set for the fourth Monday of September. The final public hearing is when the millage rate and the approved budget are adopted. Citizen participation and attendance is encouraged during the public hearings for input.

Amending the Budget

After the annual budget is adopted, any changes in appropriations that cause an increase or decrease to fund totals is considered a Budget Amendment. The budget can only be amended by Resolution by the City Commission.

BUDGET CALENDAR

FY 2023-2024		
DATE	ACTIVITY	PARTICIPANTS
February 13	Distribute Budget Materials.Training Session	Department Directors Division Managers Finance Manager
March 3	Submit updated CIP Budgets & Finance	Department Directors Division Managers
March 10	Submit Budget Request to Finance	Department Directors Division Managers
March 20	Finance reviews Budget Requests and returns with questions to Departments	Finance Manager
April 3	Departments return Budget Requests with all questions answered to Finance	Department Directors Division Managers
April 10	Health, Liability, Property and Workers Compensation Insurance Cost Estimates Dues	Department Directors Division Managers
April 17 - April 27	Departments & Finance Budget Review Meetings	Finance Director Finance Manager Department Directors Division Managers
May 1- May 11	Budget Review Meetings	City Manager Deputy City Manager Finance Director Finance Manager Department Directors Division Managers
June 1	Preliminary estimate of taxable value submitted to City	Property Appraiser
June 9	Draft of Proposed Budget to City Manager	Finance City Manager
June 30	Proposed Budget submitted to Commission	City Manager
June 30	Certification of Taxable Value submitted to City	Property Appraiser

BUDGET CALENDAR

FY 2023-2024		
DATE	ACTIVITY	PARTICIPANTS
July 10	Budget Workshop	City Commission City Manager Deputy City Manager Department Directors Division Managers
July 12/17	Budget Workshop (2nd Day)	City Commission City Manager Deputy City Manager Department Directors Division Managers
July 10	Last Regular Meeting to approve tentative millage rate and hearing schedule	City Commission City Manager
Not Later than July 30	Notification to Property Appraiser of proposed millage rate rolled back tax rate, and date, time and place of First Public hearing.	City Manager Finance Director
August 4	Final Changes to budget completed	City Manager Finance Director
Not later than August 20	Mailing of Notice of Proposed Property Taxes (TRIM notice)	Property Appraiser
September 11	First Public Hearing to adopt proposed millage rates and budget	City Commission City Manager Finance Director
September 21	Newspaper advertisement of Second Public Hearing and Budget Summary Statement	Finance Director
September 25	Second and Final Public Hearing to adopt final millage rates and budget	City Commission City Manager Finance Director
Not Later Than September 27	Submission of approved millage resolution and budget to Property Appraiser, Tax Collector and Florida Department of Revenue	Finance Director

Understanding the Budget

The budget document is split into two main parts: the Operating Budget, and the Capital Budget.

Operating Budget - The Operating Budget provides quick access to general financial information for the City. It contains estimates of the total resources expected to come into the City and the total appropriations to fund City services. Each fund and anticipated revenue and expenditure budgets are described within the Operating Budget, including explanations of any major increases and decreases of budgeted amounts. Funds have been established to provide accountability for the different types of financial resources. Each fund is a separate entity with its own resources, liabilities, and fund balance. Some funds are consolidated for budget adoption and presentation. Funds with similar objectives, activities and legal restrictions are, for reporting purposes, placed in one of two groups: Governmental Funds and Proprietary Funds.

Governmental Funds - Governmental Funds account for general governmental activities which are largely supported by taxes and fees. They are accounted for on a “modified accrual basis” or current financial resources basis. They recognize revenue as income only when it becomes “measurable” and “available” to meet current liabilities and expenditures of the current period.

Governmental Funds include the following fund types:

General Fund accounts for all resources not reported in other funds. Most citywide activities are accounted for in this fund.

Special Revenue Funds account for resources received from special sources which are dedicated or restricted to specific uses.

Debt Service Funds account for the accumulation of resources for, and the payment of, interest, principal and other costs of debt.

Capital Projects Funds account for the accumulation and use of resources for the acquisition of major buildings and other capital facilities where a specific project is designated or required.

Proprietary Funds - Proprietary Funds account for those external and internal business-type activities that are provided on a basis consistent with private enterprise. They are accounted for on “accrual” basis of accounting, recognizing revenues when earned and expenditures as the liability is incurred.

Proprietary Funds include the following two fund types:

Enterprise Funds account for activities such as water and solid waste disposal services that are similar to those provided by private enterprise and whose costs are paid from user charges or from revenue sources other than general governmental revenue.

Internal Service Fund (“Insurance Fund”) accounts for all types of insurance utilized by the City, including the self-insurance programs for workers’ compensation, general and automotive liability, and property as well as employee group health and life insurance. These costs are allocated to departments.

Major Revenue Sources

General Fund

Taxes

Ad Valorem Taxes – A tax on property paid by owners of real and personal property within the city limits. The tax is based on an assessment by the Seminole County Property Appraiser of the market value of property and improvements. A tax rate of one mill produces \$1 of tax revenue on each \$1,000 of taxable property value. The 2023-24 budget is based on an operating millage of 7.325. Anticipated collection of Ad Valorem Taxes (Property Taxes) revenues for the General Fund in FY23-24 is \$36,265,248 which represents approximately 52.61% of total General Fund revenues.

Community Service Tax - The Communications Services Tax took effect October 1, 2001, and represents a combination of the former Cable Television and Telecommunication Franchise Fees as well as the Public Service Tax on telecommunications services. Revenue estimates are based on expected growth, and historical trends. Collections from Communications Service Taxes are estimated at \$2,596,174 for fiscal year 2023-24, representing approximately 3.77% of total General Fund Revenues.

Utility Taxes - A tax levied on the purchase of electricity, natural gas, propane, and water. This revenue is based on a contracted percentage applied to the taxable amounts charged by the seller of the service. The City collects utility taxes for electric, water, and gas. Revenue estimates are based on expected growth and historical trends. Collections from utility taxes are estimated at \$6,664,411 for fiscal year 2023-24; \$5,425,503 for electricity, \$959,933 for water, \$184,467 for gas, and \$94,508 for propane. Utility Tax revenue represents approximately 9.67% total General Fund Revenues.

Franchise Fees - Franchise Fees are negotiated percentages of sales to a company or utility for the use of municipal right-of-ways (poles, lines, pipes, etc.) and may include the value of the right for the utility to be the exclusive provider of its services within the City. The City has franchise agreements for electricity, solid waste, and propane gas. Revenue estimates are based on rate increase information provided by the respective companies, expected growth and historical trends. Collections from franchise fees are estimated at

\$6,176,520 for fiscal year 2023-24; which represents approximately 8.96% of total General Fund revenues.

Other Taxes – Other taxes consists of Professional & Occupational Licenses, Permit Transfer Fees and Other Permits. Collections related to these other taxes are estimated at \$839,074 for fiscal year 23-24, which represents approximately 1.22% of total General Fund Revenues.

Intergovernmental

Intergovernmental Revenues - Intergovernmental revenue consists of revenues that are received from other government agencies. The majority of these revenues consist of State Sales Tax, State Shared Revenue, Occupational and Mobile Home Licenses. Other revenues in this category consist of Federal, State and Local grants. Revenue estimates are based on expected growth and historical trends. Collections from Intergovernmental Revenues are estimated at \$7,900,650 for fiscal year 2023-24; this represents \$2,445,987 for State Revenue Sharing, \$14,573 for Mobile Home Licenses Tax, \$65,810 for Alcoholic Beverage License Tax, \$5,185,358 for Half-Cent Sales Tax, \$41,717 for Occupational Licenses, \$31,164 for Firefighters Supplemental Compensation Fund \$35,693 for Other Transportation, and \$80,345 in federal and state grants. Intergovernmental Revenues represent approximately 11.46% of total General Fund Revenues.

Charges for Services

Charges for Services - Charges for Services represents fees charged as a result of direct benefit or in lieu of other charges. Charges for service revenue represents all fees collected by General Fund departments for services provided to residents and non-resident users. These charges include fees for building and planning services; public safety fees; fees for parks and recreation services such as pool fees, team sports activities, and admission charges; special events rentals, facilities usage fees (Civic Center, Stadium, Splash Pad, etc.). Other charges for services include miscellaneous protective inspection fees, EMS transport fees, and other miscellaneous fees. For fiscal year 2023-24, charges for service fees are estimated at \$4,668,323, which represents approximately 6.77% of General Fund revenues.

Administrative Reimbursement

Other Revenues – Other revenues include various reimbursements to the General Fund from the City's Building Fund and Enterprise Funds (Solid Waste, Stormwater and Water and Wastewater). This includes an administrative charge representing an annual allocation distributing the estimated costs for General Fund administrative support departments such as Information Technology, Engineering, Human Resources, Finance, Administration, Fleet, and Utilities. The Administrative Reimbursements (Other Revenues) are budgeted at \$3,133,113 for fiscal 23-24, which represents approximately 4.54% of General Fund revenues.

Miscellaneous Revenues

Fines & Forfeitures - Includes revenues received from court fines and public safety ordinances. For fiscal year 2023-24, Fines and Forfeitures are estimated at \$143,530 which represents less than 1% of General Fund revenues.

Rents and Royalties – Marina Motel Lease Rent, and other leases. For fiscal year 2023-24, Rents and Royalties are estimated at \$39,236, which represents approximately less than 1% of General Fund revenues.

Miscellaneous Revenues – Includes revenues received from Disposition of Property, Contributions and Donations, and Interests. For fiscal year 2023-24, Miscellaneous Revenues are estimated at \$510,791, which represents less than 1% of General Fund revenues

Enterprise Funds

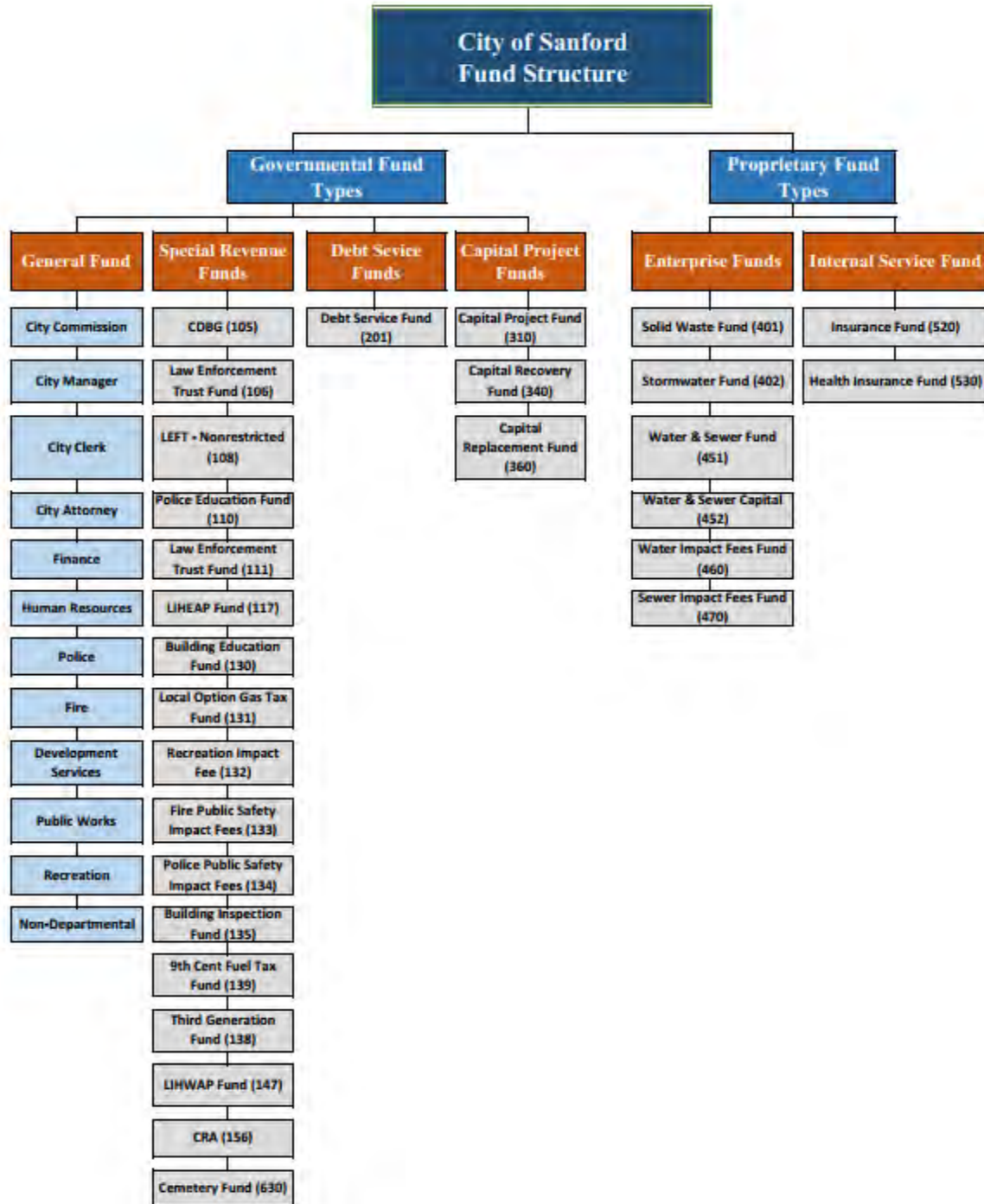
Water & Wastewater Charges – Charges paid by residents and businesses for the use of water and sewer services. Water and sewer charges are billed monthly and include a monthly minimum charge to cover administrative costs and specified monthly minimum gallons. These revenues are accounted for in the Utility Fund. For fiscal year 2023-24, Water and Wastewater Revenues are estimated at \$30,462,006, which approximately 65.07% of Enterprise Funds revenues.

Water and Wastewater Impact Fees – Impact Fees are collected for commercial and residential developments. For fiscal year 2023-24, Water Impact Fee Revenues are estimated at \$830,000, and Wastewater Impact Fee Revenues are estimated at \$2,000,000. Both represents approximately 6.04% of the total Enterprise Fund revenues.

Stormwater Fees – Stormwater activities are derived from fees through Stormwater Utility fees. For fiscal year 2023-24, Stormwater fees are estimated at \$6,046,536, which represents approximately 12.92% of Enterprise Fund revenues.

Solid Waste Fees – The operating revenue of the Solid Waste Fund are derived from services provided for the commercial and residential collection of garbage and yard waste; and a residential, multi-family and commercial recycling operation through a franchise agreement. For fiscal year 2023-24, Solid Waste fees are estimated at \$7,478,179, which represents approximately 15.98% of Enterprise Fund revenues.

Financial Structure



Financial Structure

Basis of Accounting

Basis of accounting refers to when revenues and expenditures are recognized in the accounts and reported in the financial statements. Basis of accounting also relates to the timing of the measurements made regardless of the measurement focus. The term measurement in this definition relates to the accounting of revenues and expenditures and how they are grouped for reporting in the City's financial statements.

The City of Sanford maintains accounting records on a budget basis as well as a GAAP (Generally Accepted Accounting Principles) basis. For financial reporting purposes (not budgeting itself), governmental funds rely on the modified accrual basis of accounting whereas proprietary funds use full accrual. Under the modified accrual basis revenues are recognized when they are both measurable and available and expenditures are recognized when incurred. Under full accrual method, revenues are recorded when earned and expenses are recorded when the liability is incurred.

Basis of Budgeting

Annual budgets are adopted on a basis consistent with U.S. generally accepted accounting principles , and the City uses a cash basis for budgeting governmental funds. The revenues projected are expected to be received within the budget year presented. Likewise the expenditures projected are expected to be paid out during the budget year. Using this assumption, the current year revenues are compared to the expenditures to ensure that each fund has sufficient revenues to cover expenditures during the budget year or that there are sufficient cash reserves in the fund to cover a revenue shortfall. Annual appropriated budgets are adopted for the General, Special Revenue, Debt Service, Capital Projects, Enterprise, and Internal Service Funds. All operating and capital expenditures and revenues are identified in the budgeting process because of the need for appropriation authority.

The accounts of the City are organized and operated on the basis of funds. A fund is an independent fiscal and accounting entity with a self-balancing set of accounts which comprise its assets, liabilities, fund balances, revenues and expenditures. The City prepares its budget on a fund accounting basis, which segregates funds according to their intended purpose and it is used to aid management in demonstrating compliance with financial related legal and contractual provisions. The City maintains the minimum number of funds consistent with legal and managerial requirements. The Funds that are not budgeted for but are included in the City's ACFR are indicated in each Fund description. The City reports the following funds in its annual budget.

General Fund

This is the general operating fund of the City. General tax revenues and other receipts that are not allocated by law or contractual agreement to some other fund are accounted for in this fund. General operating expenditures, fixed charges, and capital improvement costs not paid through other funds are paid from this fund.

Special Revenue Funds – are used to account for and report revenues from specific taxes or other earmarked revenue sources which, by law, are designated to finance particular functions or activities of government. The City has the following Special Revenue Funds:

Recreation Donation Fund – To account for donations received by the City for recreation programs.

CDBG Fund – To account for grants received by the City; grant proceeds are utilized to provide economic and infrastructure improvement grants to citizens in designated areas.

Police Education Fund – To account for the portion of fines on certain violations, per statute, to fund continuing education for police officers.

Law Enforcement Trust Fund – To account for proceeds obtained through forfeiture of confiscated and unclaimed property through court judgment. The proceeds are to be used solely for law enforcement purposes, with emphasis given to community policing activities, training & law enforcement operations.

LIHEAP Fund – To account for grants received by the City as a sub grantee; grant proceeds are utilized to provide home energy assistance to qualifying Seminole County residents.

Local Option Gas Tax Fund – To account for the City's allocation of the 6-cent local option gas tax collected in Seminole County and the expenditures used for the additions to or maintenance of the City's transportation system.

Recreation Facilities Impact Fees Fund, Fire Public Safety Facilities Impact Fees Fund, and Police Public Safety Facilities Impact Fees Funds – To account for impact fees collected by the City to be used solely for the expansion or acquisition of

capital facilities or equipment made necessary by the new construction from which the fees were collected or for principal payments (including sinking fund payments) on bonds to expand or acquire such facilities or equipment.

Building Inspection Fund – To account for the activities related to administering and enforcing building regulations in the City.

Local Option Sales Tax Fund – To account for the City’s share of distributions related to the local government infrastructure surtax. Monies are used to fund transportation projects.

Cemetery Fund – To account for certain funds set aside to be used for capital improvements and perpetual care of a local cemetery.

Public Art Commission Fund – To account for certain funds set aside to be used for public art.

9th Cent Fuel Tax – To account for the City’s share of distributions related to the local government revenue sharing tax. Monies are used to fund transportation projects.

LIHWAP Fund – To account for grants received by the City as a sub grantee; grant proceeds are utilized to provide home utility assistance to qualifying Seminole County residents.

CRA Fund – To account for ad valorem revenues associated with the community development area in the city's downtown to be used solely for revitalization.

State Pension Contribution Fund – To account for revenue received from the state collected from insurance policies for the fire and pension fiduciary funds. These funds are not budgeted.

Debt Service Fund

The Debt Service Fund is used to account for the accumulation of resources and for payment of principal, interest and related costs on Special Facilities Revenue Bonds and capital leases.

Capital Projects Funds

The Capital Projects Funds are used to account for and report financial resources earmarked for the replacement of capital equipment, acquisition or construction of major capital facilities, and other project-oriented activities (other than those financed by proprietary funds):

Capital Project Fund – To account for funds set aside for capital projects.

Capital Recovery Fee Fund – To account for funds collected as a surcharge on recreation fees for the maintenance and improvement of recreation facilities.

Capital Replacement Fund – To account for funds set aside for replacement of equipment and vehicles.

Enterprise Funds

The Enterprise Funds are used to account for and report financial resources for self-supporting goods and services sold to the public.

Water & Wastewater Charges - Charges paid by residents and businesses for the use of water and sewer services. Water and sewer charges are billed monthly and include a monthly minimum charge to cover administrative costs and specified monthly minimum gallons. These revenue are accounted for in the Utility Fund. For fiscal year 2023-24, Water and Wastewater Revenues are estimated at \$30,462,006, which represents approximately 65.07% of Enterprise Funds revenues.

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Mayfair Golf Course - To account for the operations of the city's municipal golf course. The City does not budget for this facility ran by a contracted management company.

Marina - To account for the operations of the city's municipal marina. The City does not budget for this facility ran by a contracted management company.

Internal Service Funds

The Internal Service Funds are used to account for and report financial resources charged to City departments. The City uses Internal Service Funds to account for our self insurances.

Insurance Fund - To account for the charges paid by city departments for the cost of operating, liability, and workers compensation insurance.

Health Insurance Fund – To account for the charges and expenditures paid by city departments and employees for the cost of the city's self insurance health fund.

Fiduciary Funds

The Fiduciary Funds are used to account for and report financial resources held in trust for others. The city does not budget for the two fiduciary funds.

Police Pension Fund - To account for the assets held in trust for the police pension defined benefit plan.

Fire Pension Fund - To account for the assets held in trust for the fire pension defined benefit plan.

Financial Policies

This section describes the major financial policies that affect the City's long term financial planning and budgeting processes. The City's financial policies serve to match fluctuating spending needs with available resources. The annual budget is prepared as a balanced budget, with total revenues and other financing sources equaling total expenditures/expenses and other financing uses for each fund. Any shortfalls of current revenue sources matched against anticipated expenditures are supplemented with a reduction in existing fund balance.

The use of fund balance to balance a fund's budget makes a fund balance reserve policy an important planning and budget tool. Large scale capital project spending needs and fluctuating interest rates make debt management a closely watched financial policy issue. Investing the City's financial resources so that the fund's values keep pace with rising costs is aggressively administered.

Operating Policies - To adequately safeguard the assets held in public trust, the City will develop and maintain accounting and budgetary control systems.

The City will limit current expenditures to match against current anticipated revenues. The City will avoid balancing current operating expenditures with borrowed revenues.

The City will provide for adequate maintenance of capital, plant and equipment and for their orderly replacement.

The City will balance its budget year so that each fund's anticipated revenues equal the anticipated expenditures. Utilization of existing fund balance as a revenue source to meet current needs will be monitored.

The City will monitor budget to actual activity to ensure compliance with budgetary policy.

The City will annually prepare a Five-year Forecast for the General Fund. The forecast will include estimated operating costs, revenues, and future capital improvements. The City uses trend analysis for all revenues and expenditures in forecasting and allows for adjustments due to expected increases in services.

The Water and Sewer Fund will cause a Utility Rate Study to be performed every three to five years in which estimated operating costs will be identified.

Revenue Policies - The City shall maintain, as permitted by State law, a diversified revenue base to offset the effects of short-term fluctuations in any one revenue source and reduce reliance on any one revenue source.

The City shall estimate its annual revenues as part of the budgetary process through a conservative, objective and analytical process.

It will review and evaluate new revenue sources to fund operating expenditures consistent with City Commission goals and objectives.

The City shall establish all user charges and fees to recover all or a portion of the cost of providing a service.

The City shall review user fees/charges periodically to ensure they are fair and equitable to all users.

Annual transfers from the Water and Sewer Utility Fund, Stormwater Fund, Building Safety Fund, and Solid Waste Fund to the General Fund are based on FTE's, budgeted expenditures, fleet value, and building value as appropriate.

The Water and Sewer Fund shall establish utility rates sufficient to support the revenue requirements of the short and long-term anticipated operating and renewal and replacement costs of the utility system, consistent with the goals and objectives of the City.

The Water and Sewer Fund will transfer to the Renewal and Replacement Fund an amount equal to the anticipated capital expenditures for renewal and replacement each year.

The Water and Sewer Capital Improvement Fund shall capture impact fees charged to developers for funding infrastructure expansion and related expenditure in accordance with Florida Statutes Sec. 163.31801.

Fund Balance Policy - The City has established a Fund Balance Policy in accordance with Governmental Accounting Standards Board Statement No. 54. Fund Balances have been designated as non-spendable, restricted, committed, assigned and unassigned fund amounts. Actual fund balances and classifications are determined annually in the preparation of the Annual Comprehensive Financial Report (ACFR).

A 14% reserve balance in General Fund will be calculated as a percentage of total expenditures. This reserve will be used to cover short-term cash flow variations, economic downturns, and emergencies.

Fund balance reserves for the Water & Sewer Utility Fund are calculated as 25% (approximately 3 months) of the operating budget or 90 days of cash reserves. This reserve will be used to cover short-term cash flow variations, economic downturns, and emergencies.

Investment Policy - The City has established an investment policy as adopted in Resolution 2907. The City will comply with all applicable Florida Statutes guiding investment policies of local governments and the current Investment Policy of the City of Sanford.

The City's investment policy applies to all of the City's funds except deferred compensation and other employee benefit plans, which have other existing policies or indentures in effect.

The investment objectives are: 1) protection of investment principal, 2) liquidity to meet anticipated cash flows, 3) attainment of a market rate of return 4) diversification to avoid incurring unreasonable market risks, and 5) conformance with all applicable City policies and State and Federal regulations.

The City will utilize an investment manager and investment advisor in order to diversify the City's investment options while minimizing the cost of administering such a program.

Authorized investment instruments are detailed in the policy document and consist of an array of conservative instruments including U.S. Treasuries, Federal Agencies, Federal Instrumentality Securities, Repurchase Agreements, Commercial Paper, Corporate Securities, Intergovernmental Investment Pools under Chapter 163.01, Florida Local Government Surplus Funds, Money Market Mutual Funds, Time Certificate of Deposit, and Guaranteed Investment Contracts.

Debt Management Policy - The City will issue debt only in cases where it is a practical method for financing large capital projects. Debt may not be issued to cover operating expenditures.

The City will match the length of financing with the useful life of the asset being financed, wherever practical. The City will utilize the services of an outside financial advisor in the debt decision-making process. Refunding of existing debt is periodically analyzed to take advantage of lower interest rates where possible. The City will adhere to the bond covenants of each debt issue.

Legal Debt Limits - The City of Sanford currently has no legal debt limitations imposed on its ability to borrow funds.

Capital Improvement Policy - The City will develop multi-year business plans every three to five years for capital improvements. These plans will be updated as necessary and used for future annual and five-year capital budgets.

The five-year Capital Improvement Plan will be incorporated into the City's Comprehensive Plan.

In the development of capital improvement Projects, the City will review the operational impact of each project.

Capital Asset Policy - The City will comply with the standards established by the Governmental Accounting Standards Board Statement (GASB) 34 and all subsequent pronouncements set forth by the GASB regarding Capital Asset Accounting.

The City has adopted a Capital Asset Policy Number 2.2.

The City will capitalize all property, plant and equipment with a cost of \$5,000 or more with an estimated useful life of at least two years. Short-lived assets which do not meet the capital asset threshold will be budgeted as operational materials and supplies.

Roads, bridges, water/sewer/stormwater lines and sidewalks will be capitalized when initial costs equal or exceed \$20,000 and have an estimated useful life of more than ten years. Short-lived assets which do not meet the capital asset threshold will be budgeted as operational materials and supplies.

Capital assets will be depreciated utilizing a straight-line method of depreciation.



CITY OF
SANFORD
FLORIDA

Citywide Budget

- **Citywide Budget**
- **Fund Balance Analysis**
- **Budget Summaries**
- **FTE's Citywide**

2024 Citywide Budget

	<i>General Fund</i>	<i>Special Revenue</i>	<i>Debt Service</i>	<i>Capital Projects</i>
Use of Fund Balance	\$ -	\$ 351,121	\$ -	\$ 355,791
Estimated Revenues				
Taxes				
Property (Ad Valorem)	\$ 36,265,248	\$ -	\$ -	\$ -
Utility and Other Taxes	15,437,105	6,142,978	-	-
Business Tax	742,485	-	-	-
Other General Tax	72,537	-	-	-
Permits and Special Assessments	24,052	1,988,188	-	-
Intergovernmental	7,900,650	2,760,943	-	-
Charges for Services	4,668,323	72,863	-	5,654
Fines and Forfeitures	143,530	7,824	-	-
Other Revenues	3,683,140	1,563,031	-	2,179
Total Revenues	68,937,070	12,535,827	-	7,833
Transfers In	-	221,230	2,178,023	5,433,917
Debt Proceeds	-	-	-	1,108,985
Total Revenues and Other Sources	68,937,070	12,757,057	2,178,023	6,550,735
Total Revenues, Transfers, and Balances	\$ 68,937,070	\$ 13,108,178	\$ 2,178,023	\$ 6,906,526
Expenditures				
General Government	\$ 11,265,855	\$ 2,104,127	\$ -	\$ 489,050
Public Safety	36,459,797	423,438	2,178,023	2,618,885
Physical Environment	2,570,380	133,676	-	2,680,000
Transportation	1,926,651	7,244,610	-	240,000
Economic Environment	716,547	968,252	-	-
Human Services	144,411	1,144,918	-	-
Culture and Recreation	7,630,180	333,484	-	870,758
Total Expenditures/Expenses	60,713,821	12,352,505	2,178,023	6,898,693
Transfers Out	7,905,734	-	-	-
Other Uses	315,000	-	-	-
Total Expenditures and Other Uses	68,934,555	12,352,505	2,178,023	6,898,693
Addition to Reserve (Fund Balance)	2,515	755,673	-	7,833
Total Appropriations and Reserves	\$ 68,937,070	\$ 13,108,178	\$ 2,178,023	\$ 6,906,526

The tentative, adopted, and/or final budgets are on file in the office of the above mentioned taxing authority as a public record.

2024 Citywide Budget

	<i>Enterprise Fund</i>	<i>CRA Component</i>	<i>Internal Service</i>	<i>Total</i>
Use of Fund Balance	\$ 26,280,927	\$ -	\$ 1,054,012	\$ 28,041,851
<i>Estimated Revenues</i>				
Taxes				
Property (Ad Valorem)	\$ -	\$ 1,354,334	\$ -	\$ 37,619,582
Utility and Other Taxes	-	-	-	21,580,083
Business Tax	-	-	-	742,485
Other General Tax	-	-	-	72,537
Permits and Special Assessments	2,830,000	-	-	4,842,240
Intergovernmental	10,000	901,367	-	11,572,960
Charges for Services	43,797,328	-	13,586,196	62,130,364
Fines and Forfeitures	-	-	-	151,354
Other Revenues	4,288,682	122,487	121,303	9,780,822
Total Revenues	50,926,010	2,378,188	13,707,499	148,492,427
Transfers In	1,100,000	-	-	8,933,170
Debt Proceeds	-	-	-	1,108,985
Total Revenues and Other Sources	52,026,010	2,378,188	13,707,499	158,534,582
Total Revenues, Transfers, and Balances	\$ 78,306,937	\$ 2,378,188	\$ 14,761,511	\$ 186,576,433
<i>Expenditures</i>				
General Government	\$ -	\$ -	\$ -	\$ 13,859,032
Public Safety	-	-	-	41,680,143
Physical Environment	77,101,174	-	-	82,485,230
Transportation	-	-	-	9,411,261
Economic Environment	-	1,652,661	-	3,337,460
Human Services	-	-	-	1,289,329
Culture and Recreation	-	-	-	8,834,422
Total Expenditures/Expenses	77,101,174	1,652,661	-	160,896,877
Transfers Out	1,100,000	725,527	-	9,731,261
Other Uses	-	-	14,761,511	15,076,511
Total Expenditures and Other Uses	78,201,174	2,378,188	14,761,511	185,704,649
Addition to Reserve (Fund Balance)	105,763	-	-	871,784
Total Appropriations and Reserves	\$ 78,306,937	\$ 2,378,188	\$ 14,761,511	\$ 186,576,433

The tentative, adopted, and/or final budgets are on file in the office of the above mentioned taxing authority as a public record.

Changes in Fund Balance Analysis

	Actual Balance as of 9/30/22	Estimated Revenues 2022-23	Estimated Expenditures 2022-23	Net Change	Estimated Balance 9/30/23	Budgeted Revenues 2023-24	Budgeted Expenditures 2023-24	Net Change	Estimated Balance 9/30/2024	
General Fund	39,537,912	60,976,694	(60,210,049)	766,645	40,304,557	68,937,070	(68,934,555)	2,515	40,307,072	0%
2nd Dollar Fund	93,108	10,000	(45,000)	(35,000)	58,108	13,116	(20,388)	(7,272)	50,836	-13%
Law Enforcement Trust Fund	247,213	6,300	(29,500)	(23,200)	224,013	21,926	0	21,926	245,939	10%
LIHEAP	217,056	1,430,208	(1,430,208)	0	217,056	1,123,718	(1,123,718)	0	217,056	0%
Local Option Gas Tax Fund	2,112,663	1,108,440	(1,513,860)	(405,420)	1,707,243	1,340,977	(1,403,860)	(62,883)	1,644,360	-4%
Impact Fee Funds	4,164,929	1,300,000	(1,061,348)	238,652	4,403,581	519,699	(721,534)	(201,835)	4,201,746	-5%
Building Fund	9,533,879	3,580,489	(1,910,958)	1,669,531	11,203,410	2,134,981	(1,984,127)	150,854	11,354,264	1%
CRA Fund	557,039	1,881,434	(1,995,434)	(114,000)	443,039	2,378,188	(2,378,188)	0	443,039	0%
3rd Generation Fund	12,327,916	3,878,944	(4,967,000)	(1,088,056)	11,239,860	5,782,228	(5,267,000)	515,228	11,755,088	5%
Cemetery Fund	131,101	136,670	(136,670)	0	131,101	133,676	(133,676)	0	131,101	0%
Solid Waste Fund	550,645	7,175,960	(7,092,352)	83,608	634,253	7,478,179	(7,384,801)	93,378	727,631	15%
Stormwater Fund	43,331,177	6,005,321	(15,935,393)	(9,930,072)	33,401,105	7,584,062	(14,592,804)	(7,008,742)	26,392,363	-21%
Water and Wastewater Fund	202,319,977	31,953,419	(53,318,604)	(21,365,185)	180,954,792	36,963,769	(56,223,569)	(19,259,800)	161,694,992	-11%

Fund balance is the excess of assets over liabilities. Fund Balance does not necessarily mean funds available for expenditure. Fund Balance can be restricted, committed, or assigned. Only the unassigned balance over the minimum fund balance policy, which for City of Sanford is 14% and is available for allocation for future year budgets. A negative fund balance is often referred to as a deficit.

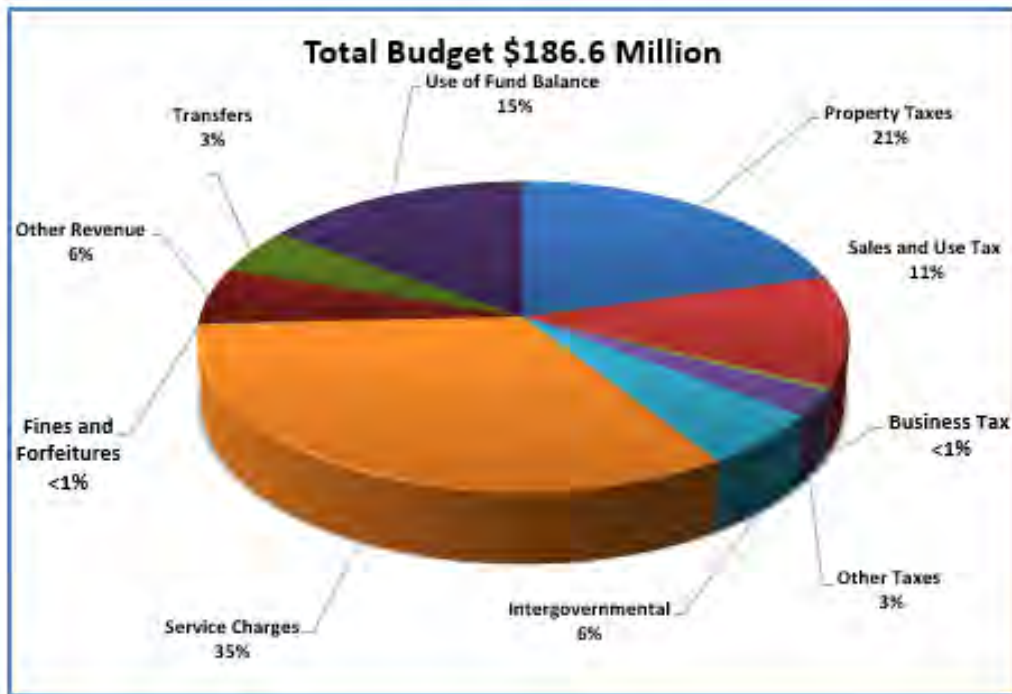
The 2nd Dollar Fund is decreasing more than 10% due to a decline in anticipated revenues and thus the use of fund balance to cover expenditures and does not have an anticipated impact on future budgets. The Solidwaste Fund is replenishing reserves and savings for future capital project, and the Stormwater, and Water and Wastewater Funds are planned uses for capital projects.

Citywide Budget

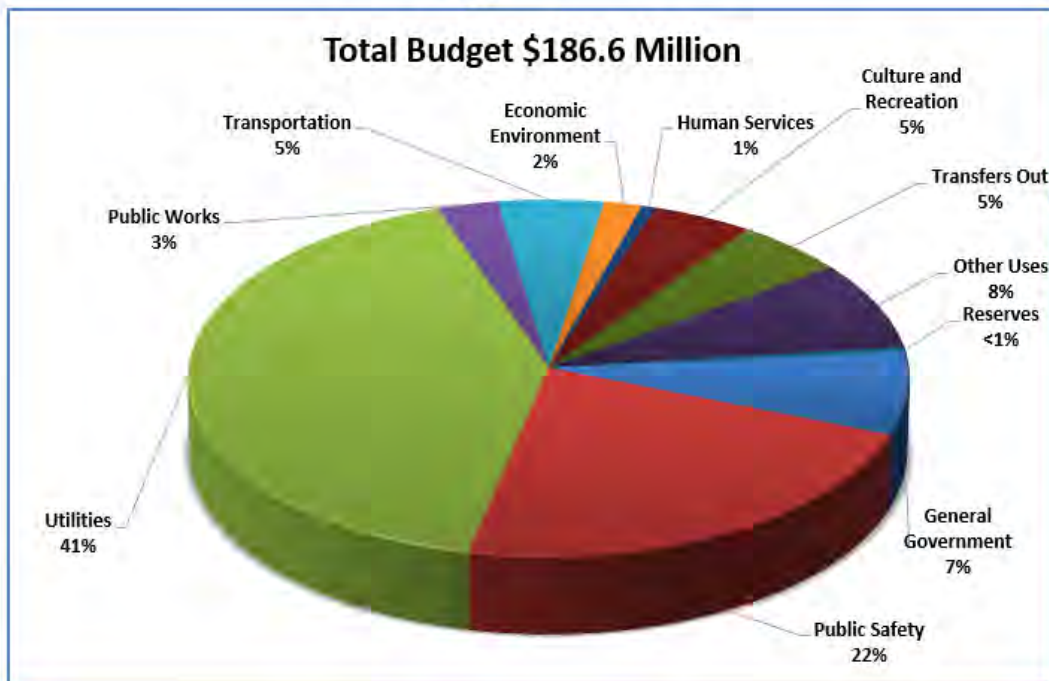


Citywide Budget Summaries

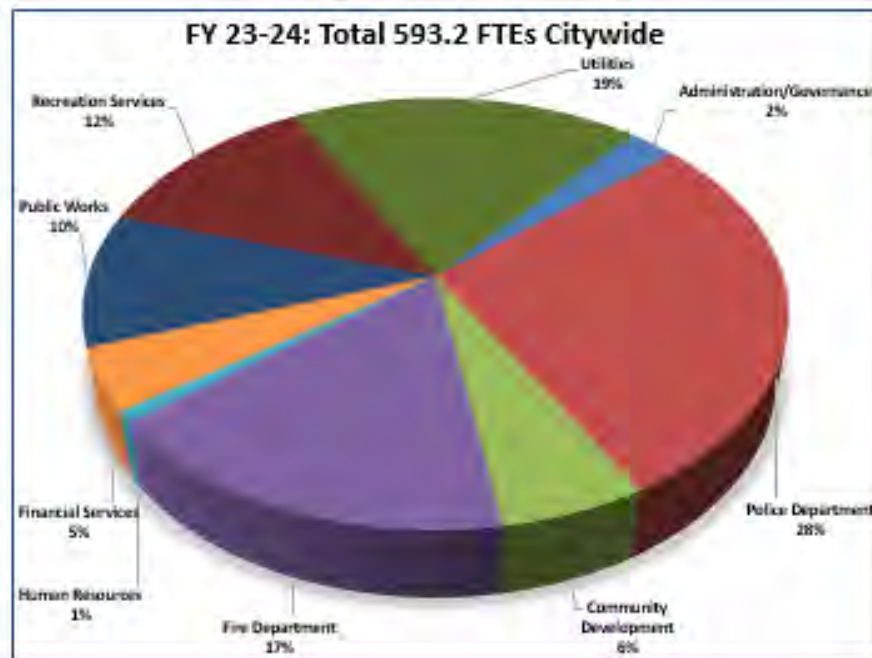
Revenues



Expenses



Authorized Positions by Service Area





CITY OF
SANFORD
FLORIDA

GENERAL FUND BUDGET

- **GENERAL FUND BUDGET SUMMARIES**
- **GENERAL FUND FUNDING SOURCES**
- **GENERAL FUND EXPENDITURES**
- **GENERAL FUND FIVE YEAR FORECAST**



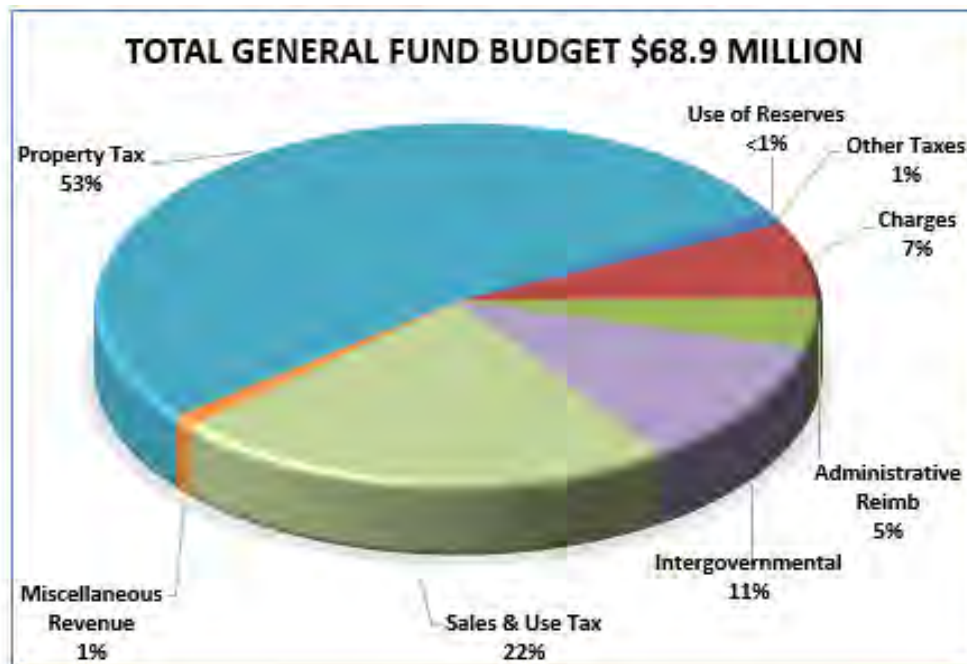
CITY OF
SANFORD
FLORIDA

General Fund Budget Summary

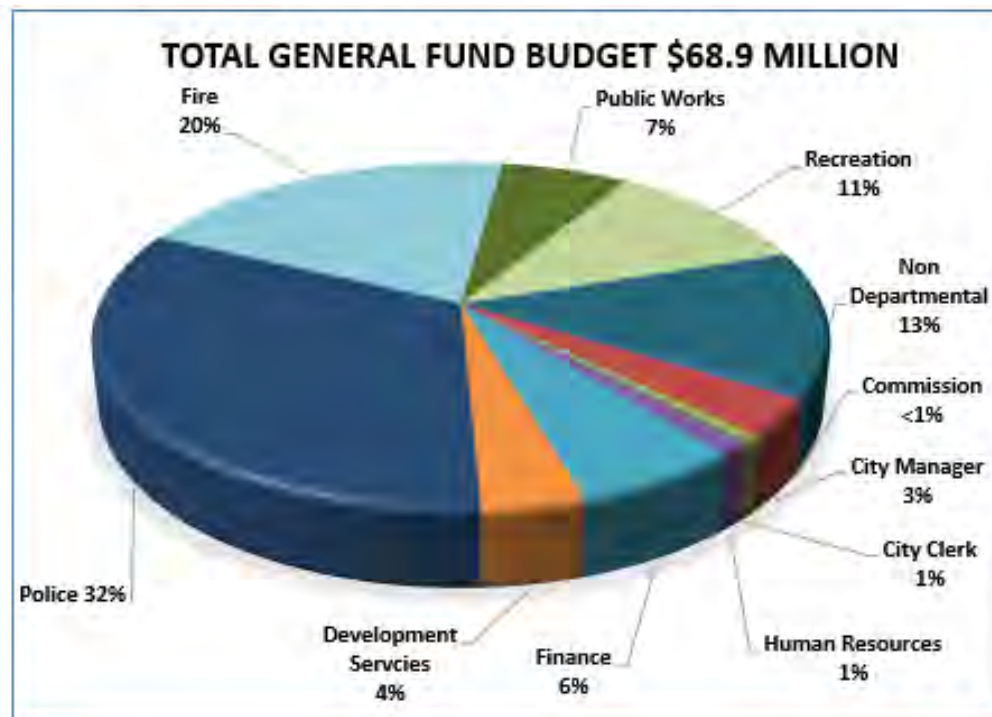
General Government Fund	2020 Actual	2021 Actual	2022 Actual	2023 Budget	2024 Budget
Revenues					
Taxes	37,148,048	39,840,739	43,045,538	45,769,549	52,541,427
Intergovernmental	7,194,985	8,123,998	8,374,439	7,865,614	7,900,650
Charges for Services	3,791,988	4,392,419	6,584,996	3,906,948	4,668,323
Fines and Forfeitures	390,078	313,388	203,069	202,169	143,530
Interest	1,279,691	57,780	(1,093,668)	67,921	413,235
Rents and Royalties	64,376	65,874	66,499	39,309	39,236
Disposition of Property	-	502	-	-	-
Contributions and Donations	5,604	22,078	2,200	996	-
Other	2,581,618	2,528,596	2,854,283	3,124,188	3,230,669
Transfers	-	91,368	84,000	-	-
Use of Fund Balance	-	-	-	-	-
Total Revenues	\$ 52,456,388	\$ 55,436,742	\$ 60,121,356	\$ 60,976,694	\$ 68,937,070
Expenditures					
Commission	438,633	425,093	233,726	275,775	291,004
City Manager	1,675,662	1,686,059	1,984,592	2,247,678	2,412,805
City Clerk	328,584	318,497	366,589	405,339	437,919
Human Resources	516,664	484,596	719,658	722,514	888,838
Finance	2,614,652	2,771,242	2,869,054	3,355,453	4,318,204
Development Services	1,684,537	1,761,661	1,796,548	2,531,318	2,644,832
Police	17,288,760	17,241,723	18,172,826	20,409,562	22,586,634
Fire	9,560,997	9,783,366	10,456,138	12,484,770	13,873,163
Public Works	3,195,889	3,325,383	3,567,596	4,224,940	4,619,642
Recreation	5,061,317	5,459,544	5,955,855	7,625,650	7,630,180
Non Departmental	7,469,158	6,524,580	9,300,384	6,693,695	9,231,634
Total Expenditures	\$ 49,834,853	\$ 49,781,744	\$ 55,422,966	\$ 60,976,694	\$ 68,934,855
Surplus/(Deficit)	\$ 2,621,535	\$ 5,654,998	\$ 4,698,390	\$ -	\$ 2,215
Total Appropriation and Reserves	\$ 52,456,388	\$ 55,436,742	\$ 60,121,356	\$ 60,976,694	\$ 68,937,070

General Fund Budget Summaries

Revenues



Expenditures



General Fund Sources

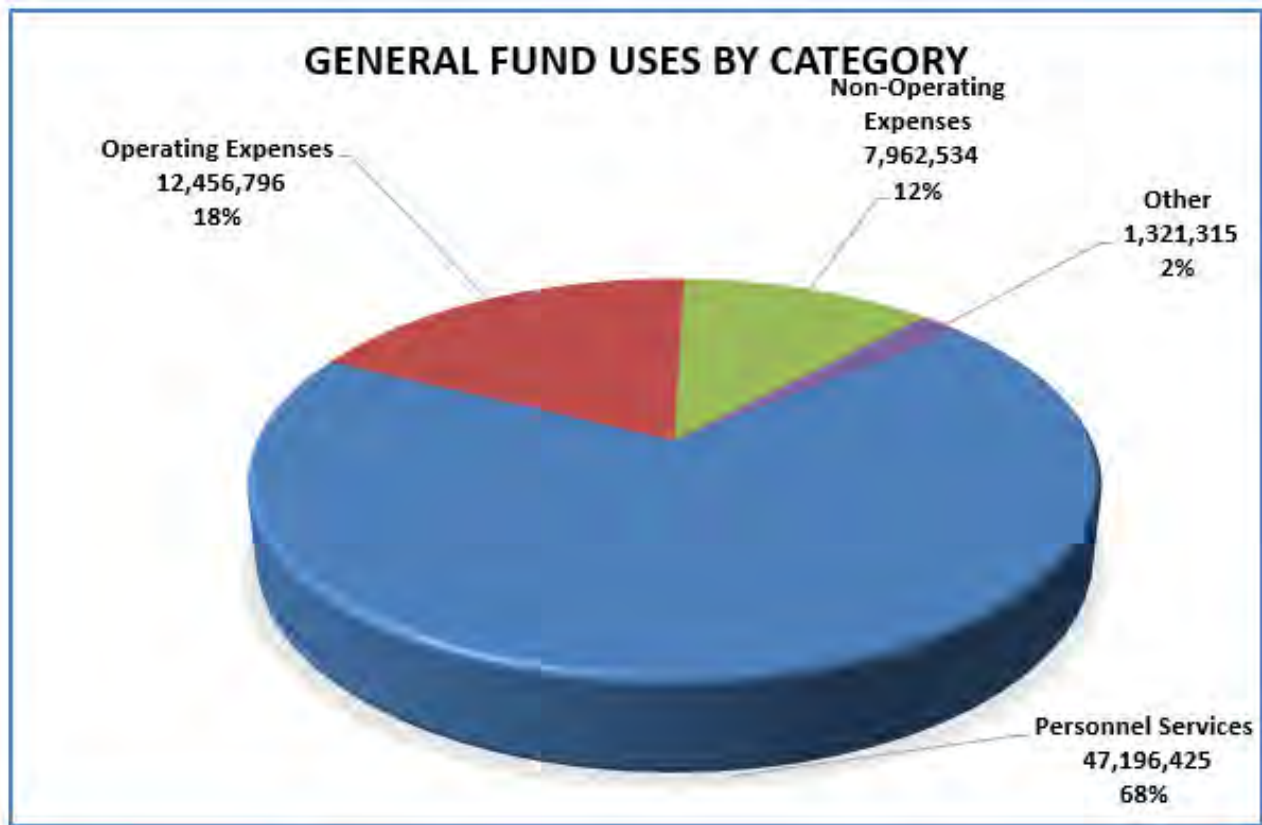
<i>Sources</i>	<i>2020 Actual</i>	<i>2021 Actual</i>	<i>2022 Actual</i>	<i>2023 Budget</i>	<i>2024 Budget</i>
Property Taxes	\$ 23,535,658	\$ 25,706,262	\$ 27,658,623	\$ 31,628,033	\$ 36,265,248
Franchise Fees	4,849,679	5,185,468	5,899,095	5,113,115	6,176,520
Utility Service Tax	5,863,127	6,047,333	6,371,851	5,979,746	6,664,411
Communication Service Tax	2,092,025	2,177,860	2,329,129	2,356,794	2,596,174
Other General Tax	64,177	75,416	41,946	95,362	72,537
Total Taxes	\$ 36,404,666	\$ 39,192,339	\$ 42,300,644	\$ 45,173,050	\$ 51,774,890
Business Tax Receipts	\$ 687,048	\$ 636,130	\$ 720,809	\$ 581,431	\$ 742,485
Building Permits	56,334	12,271	24,085	15,068	24,052
Total Taxes and Permits	\$ 743,382	\$ 648,401	\$ 744,894	\$ 596,499	\$ 766,537
Federal Grants	\$ 1,032,939	\$ 1,046,345	\$ 106,503	\$ 67,513	\$ 73,708
State Grants	47,351	32,726	9,051	-	-
State Shared Revenue	6,074,194	6,984,317	8,255,729	7,749,744	7,778,585
Local Grants	7,183	12,111	14,413	6,640	6,640
County Shared Revenue	33,491	48,499	42,832	41,717	41,717
Total Intergovernmental	\$ 7,195,158	\$ 8,123,998	\$ 8,428,528	\$ 7,865,614	\$ 7,900,650
Payment in Lieu of Taxes	\$ 5,407	\$ 5,527	\$ 5,623	\$ 5,300	\$ -
General Government	492,613	828,191	1,391,116	519,929	851,958
Public Safety	2,939,863	2,786,718	3,541,208	3,021,872	3,443,558
Physical Environment	130,039	444,712	1,242,524	56,033	56,656
Transportation	-	-	-	-	-
Culture and Recreation	224,066	327,271	424,475	303,814	316,151
Total Service Charges	\$ 3,791,988	\$ 4,392,419	\$ 6,604,946	\$ 3,906,948	\$ 4,668,323
Fines and Forfeitures	\$ 67,744	\$ 83,853	\$ 94,617	\$ 76,663	\$ 64,568
Violations of Local Ordinances	322,334	229,534	108,453	125,506	78,962
Total Judgments and Fines	\$ 390,078	\$ 313,387	\$ 203,070	\$ 202,169	\$ 143,530
Interest	\$ 1,279,691	\$ 57,780	\$ (1,093,668)	\$ 67,921	\$ 413,235
Rents and Royalties	64,376	65,874	66,499	39,309	39,236
Disposition of Property	-	502	-	-	-
Contributions and Donations	5,604	22,078	2,200	996	-
Other Miscellaneous Revenues	2,581,618	2,528,596	2,854,283	3,124,188	3,230,669
Interfund Transfers	-	91,368	84,000	-	-
Use of Reserves (Fund Balances)	-	-	-	-	-
Total Other Revenues	\$ 3,931,289	\$ 2,766,198	\$ 1,913,314	\$ 3,232,414	\$ 3,683,140
Total Sources	\$ 52,456,561	\$ 55,436,742	\$ 60,195,396	\$ 60,976,694	\$ 68,937,070

General Fund Sources



General Fund Uses

Uses	2020 Actual	2021 Actual	2022 Actual	2023 Budget	2024 Budget
Salary	\$ 22,426,320	\$ 22,664,724	\$ 23,851,133	\$ 27,662,164	\$ 30,806,732
Benefits	10,697,446	10,471,088	11,436,657	14,889,430	16,389,693
Operating	7,296,976	8,075,041	8,622,336	9,038,261	9,825,802
Supplies	1,668,372	1,900,145	2,289,394	2,512,164	2,630,994
Capital	10,380	-	-	-	-
Transfers	6,685,573	5,789,959	8,410,331	4,604,110	7,905,734
Insurance	-	-	-	-	-
CRA Payment	-	-	-	-	-
Grants-in-Aid	272,548	152,695	57,856	6,800	56,800
Retiree Obligations	675,095	604,505	804,945	1,167,120	988,800
Other	102,141	123,588	77,839	1,096,645	332,515
<i>Total Revenue Over/(Under) Expenditures</i>	-	-	-	-	-
Total Uses	\$ 49,834,851	\$ 49,781,745	\$ 55,550,491	\$ 60,976,694	\$ 68,937,070



General Fund Five Year Forecast

	2024 Budget	2025 Projected	2026 Projected	2027 Projected	2028 Projected
Taxes	\$ 52,541,427	\$ 54,274,409	\$ 57,450,166	\$ 62,116,075	\$ 66,089,174
Intergovernmental	7,900,650	7,982,075	8,212,871	8,453,862	8,704,506
Charges for Services	4,668,323	4,503,008	4,551,828	4,504,004	4,599,981
Fines and Forfeitures	143,530	232,374	205,019	196,547	194,707
Interest	413,235	442,161	473,113	506,231	541,667
Rents and Royalties	39,236	53,701	51,099	39,440	39,457
Contributions and Donations	-	1,163	842	694	1,200
Other	3,230,669	3,096,984	3,091,376	2,998,249	3,079,686
Use of Fund Balance	-	-	-	-	-
Total Revenues	\$ 68,937,070	\$ 70,585,875	\$ 74,036,314	\$ 78,815,102	\$ 83,250,378
Personnel Services	\$ 47,196,425	\$ 51,595,590	\$ 55,205,476	\$ 59,535,930	\$ 63,701,525
Operating	12,456,796	13,063,539	13,455,445	14,585,199	15,022,754
Capital Outlay	-	-	-	-	-
Non-Operating Expenses	9,281,334	9,442,710	9,475,483	9,509,238	9,579,818
Total Expenditures	\$ 68,934,555	\$ 74,101,839	\$ 78,136,404	\$ 83,630,367	\$ 88,304,097
Surplus/(Deficit)	\$ 2,515	\$ (3,515,964)	\$ (4,100,090)	\$ (4,815,265)	\$ (5,053,719)
Surplus/(Deficit) as % of Operating Budget	0.0%	-4.7%	-5.2%	-5.8%	-5.7%

Departments

- **Administration and Governance**
- **Human Resources**
- **Financial Services**
- **Non-Departmental**
- **Community Development**
- **Police Department**
- **Fire Services**
- **Public Works**
- **Recreation**
- **Water and Wastewater**



CITY OF
SANFORD
FLORIDA

Administration and Governance includes the City Commission, City Manager's Department, City Attorney, Economic Development, Community Relations, and City Clerk functions. The City Commission is responsible for making policy, passing ordinances and adopting the annual budget and tax rates. The Commission works directly with the City Manager, who is responsible for supervising government operations and implementing the policies adopted by the Commission. The City Clerk is the official keeper of the City's records, and documenting the decisions of the Commission for publication and compliance with Florida's stringent public records laws.

Summary

Expenditures	2021 Actual	2022 Actual	2023 Budget	2024 Budget
Salaries	\$ 1,036,897	\$ 1,209,264	\$ 1,224,626	\$ 1,310,811
Benefits	422,102	511,213	599,653	666,984
Operating	771,275	827,617	1,017,531	1,022,666
Supplies	53,205	51,643	86,982	91,267
Debt service	-	3,112	-	-
Other	146,167	50,587	-	50,000
Total	\$ 2,429,646	\$ 2,653,436	\$ 2,928,792	\$ 3,141,728

Funding Source				
Total	2,429,646	2,653,436	2,928,792	3,141,728
Total	\$ 2,429,646	\$ 2,653,436	\$ 2,928,792	\$ 3,141,728

Administration and Governance as a percentage of General Fund



CITY COMMISSION



Role of City Commission

The legislative branch of the City is composed of a five-member elected Commission, including a citywide elected Mayor. The City Commission is governed by the City Charter and by State and Local laws and regulations. The City Commission is responsible for the establishment and adoption of policy. The execution of such policy is delegated by the Commission to their appointed City Manager.

The City Manager, City Clerk, and City Attorney serve at the pleasure of the City Commission. As the elected representatives for the citizens of Sanford, the City Commission is dedicated to a high level of communication with citizens. Individually and collectively, Commission members interact continually with citizens, community groups, business owners, as well as working together with other governmental agencies and jurisdictions. These relationships inform the policy-making decisions that the Commission undertakes in their bi-monthly Workshops and Regular public meetings, which are held "in the Sunshine". These meetings provide opportunities for citizen input and published minutes are available on the City's web site.

Summary

Expenditures	2021 Actual	2022 Actual	2023 Budget	2024 Budget
Salaries	\$ 109,803	\$ 112,959	\$ 115,313	\$ 123,971
Benefits	42,054	50,337	60,809	63,031
Operating	113,235	25,608	81,813	45,512
Supplies	13,832	3,371	17,840	8,490
Other	146,167	50,587	-	50,000
Total \$	425,091	\$ 242,862	\$ 275,775	\$ 291,004

Funding Source				
Total	425,091	242,862	275,775	291,004
Total \$	425,091	\$ 242,862	\$ 275,775	\$ 291,004

Our Accomplishments for 2022-23

- ❖ Adopted 60 ordinances and 90 resolutions in order to improve the quality of life of the residents.

Goals and Objectives for 2023-24

- ❖ To meet the needs and concerns of the residents and businesses of the City of Sanford with effective representation and legislation.

City Commission Performance Measures				
Activity	Actual 2020-2021	Actual 2021-2022	Expected 2022-2023	Proposed 2023-2024
Ordinances Adopted	72	97	50	60
Resolutions Approved	79	89	90	90

City Commission

Account	Description	2020 Actual	2021 Actual	2022 Actual	2023 Budget	2024 Budget
Personnel Services						
001-0101-511.11-00	Executive Salaries	103,936	106,203	109,359	111,713	120,371
001-0101-511.12-06	Reg Salaries - Opt Out Health Insurance	3,600	3,600	3,600	3,600	3,600
001-0101-511.21-00	FICA/Medicare Taxes	7,522	8,053	8,294	8,855	9,520
001-0101-511.22-01	Retirement Contributions - FRS	9,294	10,832	12,217	13,500	17,032
001-0101-511.23-00	Medical Insurance	24,907	22,511	29,152	37,572	35,432
001-0101-511.23-02	Medical Insurance - Life & ST Disability	430	422	434	742	799
001-0101-511.24-00	Worker's Compensation	195	236	240	140	248
	Subtotal Personnel Services	\$ 149,884	\$ 151,857	\$ 163,296	\$ 176,122	\$ 187,002
Operating						
001-0101-511.34-00	Contractual Services	5,188	50,488	5,301	8,633	8,633
001-0101-511.40-00	Travel & Per Diem	240	-	6,532	6,500	15,850
001-0101-511.41-00	Communications Services	3,301	2,272	1,966	1,971	1,971
001-0101-511.44-00	Rentals & Leases	-	272	-	-	-
001-0101-511.45-01	Insurance - Operating Liability	1,373	668	668	868	787
001-0101-511.47-00	Printing & Binding	569	204	667	421	321
001-0101-511.48-00	Promotional Activities	44	790	1,149	1,100	1,850
001-0101-511.49-00	Other Charges/Obligations	9,846	58,541	9,325	62,320	16,100
001-0101-511.51-00	Office Supplies	503	-	-	200	200
001-0101-511.52-00	Operating Supplies	105	13,832	75	2,000	2,000
001-0101-511.52-05	Operating Supplies - Uniforms	28	-	246	600	600
001-0101-511.54-01	Books/Pubs/Subsc/Memb - Prof Dues	1,350	-	-	215	215
001-0101-511.54-02	Books/Pubs/Subsc/Memb -Conf/Seminar	-	-	3,050	14,250	4,900
001-0101-511.54-03	Books/Pubs/Subsc/Memb - Subscriptions	-	-	-	575	575
	Subtotal Operating	\$ 22,547	\$ 127,067	\$ 28,979	\$ 99,653	\$ 54,002
Other						
001-0101-511.81-00	Grants	266,200	146,167	50,587	-	50,000
	Subtotal Other	\$ 266,200	\$ 146,167	\$ 50,587	\$ -	\$ 50,000
Total		\$ 438,631	\$ 425,091	\$ 242,862	\$ 275,775	\$ 291,004

CITY MANAGER'S OFFICE



The purpose of the Office of the City Manager is to oversee the implementation of the City Commission policy directives and to oversee all City operations. The City Manager's Office includes the Chief Communications & Cultural Affairs Administrator, Community Relations Director, Economic Development, and the City Attorney.

Mission Statement

To provide the citizens of Sanford with efficient and effective services that meet their needs and to deliver them in a friendly and courteous manner. To manage and direct all activities of City government in a manner consistent with the City Charter, Code of Ordinances, and as directed by the City Commission.

Role of City Manager

The City Manager is the Chief Administrative Officer of the City. While the Commission sets the policies of the City, the City Manager is responsible for the operational management of all day-to-day City activities, the direct supervision and administration of all departments, offices and agencies of the City, the enforcement of the City's laws and policies, preparation and the presentation of annual financial reports and the annual budget.

Summary

Expenditures	2021 Actual	2022 Actual	2023 Budget	2024 Budget
Salaries	\$ 467,386	\$ 523,706	\$ 509,938	\$ 518,582
Benefits	190,849	217,510	238,699	269,391
Operating	160,281	129,652	60,589	63,237
Supplies	23,877	27,338	31,368	31,368
Debt service	-	1,498	-	-
Total	\$ 842,393	\$ 899,704	\$ 840,594	\$ 882,578

Funding Source				
Total	842,393	899,704	840,594	882,578
Total	\$ 842,393	\$ 899,704	\$ 840,594	\$ 882,578

Our Accomplishments for 2022-23

- ❖ Henderson property donations agreement executed.
- ❖ Started permitting process for Marina dock replacements.
- ❖ Purchased updated equipment for Marina operations.
- ❖ Completed energy audit.
- ❖ Bid the parking garage/Monroe Hall redevelopment.

Goals and Objectives for 2023-24

- ❖ Execute the design contract for Fire Station 40.
- ❖ Complete the Marina office renovations and commence operations inside.
- ❖ Submit permit for marina docks.
- ❖ Begin construction on Mayfair Clubhouse.
- ❖ Support the development of Heritage Park as directed by the Commission.

City Manager Performance Measures				
Activity	Actual 2020-2021	Actual 2021-2022	Expected 2022-2023	Proposed 2023-2024
% of City Commission who are satisfied with the quality and timeliness of information they are provided to identify and establish policy, priorities and strategic goals.	-	99%	99%	99%
% of citizen inquiries/complaints received from the City Manager's office responded to within 3 business days from receipt	-	98%	99%	99%
Unassigned Fund Balance as a % of annual General Fund expenditures	-	14	14	14

Authorized Positions

Full Time Equivalents	Funded 2022	Funded 2023	+/-	Funded 2024	Authorized & Unfunded
City Manager					
City Manager	1.00	1.00	-	1.00	-
Assistant City Manager	-	1.00	-	1.00	-
Deputy City Manager	1.00	-	-	-	-
Executive Assistant to the City Manager	1.00	1.00	-	1.00	-
Administrative Coordinator **	-	-	-	-	0.50
Intern	1.00	1.00	-	1.00	-
Total Full Time Equivalents	4.00	4.00	-	4.00	0.50

City Manager

Account	Description	2020 Actual	2021 Actual	2022 Actual	2023 Budget	2024 Budget
Personnel Services						
001-0102-512.11-00	Executive Salaries	-	-	-	221,187	223,978
001-0102-512.12-00	Regular Salaries & Wages	430,834	444,929	507,885	238,914	242,704
001-0102-512.12-02	Regular Salaries - Additional Pays	18,561	15,723	15,768	14,893	14,893
001-0102-512.13-00	Part Time Wages	-	6,734	-	34,944	37,007
001-0102-512.14-00	Overtime	-	-	53	-	-
001-0102-512.21-00	FICA/Medicare Taxes	29,963	31,477	33,604	31,777	33,721
001-0102-512.22-01	Retirement Contributions - FRS	92,670	103,534	126,871	134,737	166,005
001-0102-512.22-06	Retirement Contributions - City Cont 457	6,968	7,042	6,655	11,903	12,075
001-0102-512.23-00	Medical Insurance	50,896	45,016	46,765	56,358	53,147
001-0102-512.23-02	Medical Insurance - Life & ST Disability	2,701	2,754	2,608	3,291	3,374
001-0102-512.24-00	Worker's Compensation	832	1,026	969	633	1,069
001-0102-512.25-00	Unemployment Compensation	-	-	38	-	-
	Subtotal Personnel Services	\$ 633,425	\$ 658,235	\$ 741,216	\$ 748,637	\$ 787,973
Operating						
001-0102-512.31-00	Professional Services	5,300	-	-	-	-
001-0102-512.34-00	Other Contractual Services	-	17,337	20,000	1,600	1,600
001-0102-512.34-21	Other Contractual Services-Lobbying Activity	30,000	30,000	30,000	30,000	30,000
001-0102-512.40-00	Travel & Per Diem	10,091	2,549	6,482	6,106	6,106
001-0102-512.41-00	Communications Services	2,757	3,460	3,021	3,198	3,331
001-0102-512.42-00	Postage & Transportation	5,378	45	150	250	250
001-0102-512.44-00	Rentals & Leases	1,384	1,493	1,596	1,500	1,623
001-0102-512.44-10	Rentals & Leases-GASB87	-	-	2,482	-	-
001-0102-512.45-01	Insurance - Operating Liability	9,983	7,746	6,551	7,137	7,229
001-0102-512.46-00	Repair & Maintenance Services	1,062	2,115	931	1,000	1,000
001-0102-512.47-00	Printing & Binding	10,450	1,244	1,535	1,430	3,630
001-0102-512.48-00	Promotional Activities	7,225	5,281	1,070	5,000	5,000
001-0102-512.48-01	Promotional Activities-Marketing	71,031	85,928	51,770	-	-
001-0102-512.49-00	Other Charges/Obligations	2,052	3,083	4,064	3,368	3,468
001-0102-512.51-00	Office Supplies	211	518	454	2,100	2,100
001-0102-512.52-00	Operating Supplies	5,715	1,868	2,160	2,000	2,000
001-0102-512.52-05	Operating Supplies - Uniforms	-	170	(45)	500	500
001-0102-512.54-01	Books/Pubs/Subsc/Memb - Prof Dues	12,132	12,704	15,192	13,453	13,453
001-0102-512.54-02	Books/Pubs/Subsc/Memb -Conf/Seminar	5,078	8,617	9,577	13,315	13,315
	Subtotal Operating	\$ 179,849	\$ 184,158	\$ 156,990	\$ 91,957	\$ 94,605
Debt service						
001-0102-512.71-01	Lease Payment/GASB87	-	-	1,408	-	-
001-0102-512.72-01	Int Payment/GASB87	-	-	90	-	-
	Subtotal Debt service	\$ -	\$ -	\$ 1,498	\$ -	\$ -
Total		\$ 813,274	\$ 842,393	\$ 899,704	\$ 840,594	\$ 882,578

Communications Office

Role of Communications Office

The Communications Office is responsible for overall online and offline communications, branding, and media content across all City of Sanford communications channels while managing and overseeing the creation and production of engaging written, visual, and video communications including: social media, the City's website and the City's Podcast, "Sanford Says". The Communications office ensures consistency of messaging and brand identity compliance across all the organization. The Communications Office also helps foster citizen engagement, overseeing the Citizens Academy, and the Mayor's youth Council.

The Communication Office serves to keep the public and stakeholders informed of city services, programs, and events through effective marketing, communications, media relations and promotional strategies, both digital and print, at the same time managing the City of Sanford's brand. The Communications Office is responsible for administering, marketing, promoting, and advocating for the City's emerging public art program.

Summary

Expenditures	2021 Actual	2022 Actual	2023 Budget	2024 Budget
Salaries	\$ -	\$ 82,264	\$ 83,147	\$ 93,083
Benefits	-	25,960	35,789	38,748
Operating	377	68,737	81,464	53,187
Supplies	-	436	2,254	4,298
Total	\$ 377	\$ 177,397	\$ 202,654	\$ 189,316

Funding Source				
Total	377	177,397	202,654	189,316
Total	\$ 377	\$ 177,397	\$ 202,654	\$ 189,316

Our Accomplishments in 2022-23

- ❖ Launched and promoted Sanford Connects Mobile app.
- ❖ Completed 26 utility box art wraps.
- ❖ Awarded Excellence in Government Communications by Florida Municipal Communicators Association (FMCA).
- ❖ Established Mayor's Gallery on 2nd floor of City Hall.

- ❖ Won honorable mention for best podcast episode "Vacuum Sewer 101" by FMCA.

Goals and Objectives for 2023-24

- ❖ Ensure consistency of messaging and brand identity compliance across all the organization outside of Public Safety.
- ❖ Increase marketing campaigns that showcase the city's amenities, services, and programs.
- ❖ Develop key communication strategies for each city department.
- ❖ Increase video production across all departments.
- ❖ Increase awareness of City's public art programs.

Communications Office Performance Measures				
Activity	Actual 2020-2021	Actual 2021-2022	Expected 2022-2023	Proposed 2023-2024
Social media impressions/Reach	4,057,779	2,347,511	2,500,000	2,500,000
Nextdoor Users	N/A	N/A	16,987	17,500
Sanford Connects App Downloads	N/A	1,122	865	900
YouTube subscribers	N/A	N/A	680	200
Podcast Downloads	2,040	N/A	2,435	2,450
# of podcast Recordings uploaded yearly	35	35	35	35
Website visits	1,160,460	3,500,826	3,750,000	3,750,000
Media request/interactions	N/A	N/A	57	50
Public art installations	N/A	N/A	45	50

Authorized Positions

Full Time Equivalents	Funded 2022	Funded 2023	+/-	Funded 2024	Authorized & Unfunded
City Manager-Communications Office					
Public Information Officer	1.00	1.00	-	1.00	-
Total Full Time Equivalents	1.00	1.00	-	1.00	-

Communications Office

Account	Description	2020 Actual	2021 Actual	2022 Actual	2023 Budget	2024 Budget
Personnel Services						
001-0102-515.12-00	Regular Salaries & Wages	-	-	81,714	82,547	92,483
001-0102-515.12-02	Regular Salaries - Additional Pays	-	-	550	600	600
001-0102-515.21-00	FICA/Medicare Taxes	-	-	4,999	6,384	7,148
001-0102-515.22-01	Retirement Contributions - FRS	-	-	7,608	9,975	13,086
001-0102-515.23-00	Medical Insurance	-	-	12,754	18,786	17,716
001-0102-515.23-02	Medical Insurance - Life & ST Disability	-	-	446	540	606
001-0102-515.24-00	Worker's Compensation	-	-	153	104	192
	Subtotal Personnel Services	\$ -	\$ -	\$ 108,224	\$ 118,936	\$ 131,831
Operating						
001-0102-515.31-00	Professional Services	-	250	250	15,000	15,000
001-0102-515.40-00	Travel & Per Diem	-	-	700	6,458	-
001-0102-515.41-00	Communications Services	-	127	177	-	179
001-0102-515.45-01	Insurance - Operating Liability	-	-	2,185	2,381	858
001-0102-515.46-00	Repair & Maintenance Services	-	-	802	-	15,050
001-0102-515.47-00	Printing & Binding	-	-	58	1,225	100
001-0102-515.48-00	Promotional Activities	-	-	63,773	56,200	21,050
001-0102-515.49-00	Other Charges/Obligations	-	-	792	200	950
001-0102-515.51-00	Office Supplies	-	-	11	1,000	1,000
001-0102-515.54-01	Books/Pubs/Subsc/Memb - Prof Dues	-	-	100	254	425
001-0102-515.54-02	Books/Pubs/Subsc/Memb -Conf/Seminar	-	-	325	1,000	2,873
	Subtotal Operating	\$ -	\$ 377	\$ 69,173	\$ 83,718	\$ 57,485
Total		\$ -	\$ 377	\$ 177,397	\$ 202,654	\$ 189,316

Economic Development

Role of Economic Development

The Economic Development Department serves as the Ombudsman to the business community. More specifically, the department strives to retain, expand, and attract business throughout the city. Understanding the trends and conditions of the market helps the economic development team respond to various business assistance needs. Although the department offers incentives for businesses that meet strict criteria, the daily role of the department is to directly assist businesses with opening and operations. Another critical department responsibility is to communicate the benefits of investing in the City; through strategic marketing efforts, the department communicates to both business and potential customers. Longer term, the department intends to establish the city as an economic hub of statewide importance.

Summary

Expenditures	2021 Actual	2022 Actual	2023 Budget	2024 Budget
Salaries	\$ 155,839	\$ 153,797	\$ 173,485	\$ 201,118
Benefits	68,358	74,483	92,195	108,277
Operating	70,865	120,449	314,471	377,702
Supplies	10,039	13,702	21,600	29,450
Total	\$ 305,101	\$ 362,431	\$ 601,751	\$ 716,547

Funding Source				
Total	305,101	362,431	601,751	716,547
Total	\$ 305,101	\$ 362,431	\$ 601,751	\$ 716,547

Our Accomplishments in 2022-23

- ❖ Worked to identify various parking solutions, including revenue streams for downtown Sanford.
- ❖ Coordinated with the Chamber of Commerce to connect Sanford businesses with potential customers.
- ❖ Partnership with the City Planning division and advised and participated in land use policy matters.
- ❖ Coordinated with the Sanford Airport on new active projects and prospect visits.

Goals and Objectives for 2023-24

- ❖ Grow an effective business retention and expansion (BRE) program. We anticipate an increase in business data request with the purchase of an economic demographic platform.
- ❖ Continue to evolve the Sanford message for business recruitment/attraction, including Entrepreneur start-ups.
- ❖ Internal resource to City departments, with focus on Strategic planning for future development.
- ❖ Continue to provide economic development support for the East Lake Mary Blvd. small area study.
- ❖ Leverage CRA resources to enhance the economic vitality of downtown.

City Manager - Economic Development Performance Measures

Activity	Actual 2020-2021	Actual 2021-2022	Expected 2022-2023	Proposed 2023-2024
Existing Business Assistance	N/A	49	30	40
Existing Business Outreach	N/A	225	250	200
Partner Collaboration	N/A	39	20	30
Public or other Group Meeting	N/A	70	60	55
Business Data/Analysis Request	N/A	28	45	60
New Active Projects	N/A	15	15	15
Prospective Development	N/A	122	90	100

Authorized Positions

Full Time Equivalents	Funded 2022	Funded 2023	+/-	Funded 2024	Authorized & Unfunded
City Manager-Economic Development					
Economic Development and Promotions Director	1.00	1.00	-	1.00	-
Administrative Coordinator **	-	-	-	-	0.50
Economic Development Project Manager **	0.40	0.40	-	0.40	-
Farmers Market Coordinator (Part-Time)	-	-	-	-	0.15
Administrative Specialist III **	0.50	0.50	-	0.50	-
Total Full Time Equivalents	1.90	1.90	-	1.90	0.65

**Split between funds or departments/divisions

Economic Development

Account	Description	2020 Actual	2021 Actual	2022 Actual	2023 Budget	2024 Budget
Personnel Services						
001-0102-559.12-00	Regular Salaries & Wages	168,686	153,433	152,607	161,378	198,618
001-0102-559.12-02	Regular Salaries - Additional Pays	4,238	2,319	600	11,107	900
001-0102-559.14-00	Overtime	-	87	590	1,000	1,600
001-0102-559.21-00	FICA/Medicare Taxes	13,034	11,357	10,797	13,319	15,443
001-0102-559.22-01	Retirement Contributions - FRS	31,643	33,576	34,058	41,884	57,460
001-0102-559.23-00	Medical Insurance	27,724	22,035	28,286	35,694	33,660
001-0102-559.23-02	Medical Insurance - Life & ST Disability	1,260	1,079	1,008	1,068	1,299
001-0102-559.24-00	Worker's Compensation	323	311	334	230	415
	Subtotal Personnel Services	\$ 246,908	\$ 224,197	\$ 228,280	\$ 265,680	\$ 309,395
Operating						
001-0102-559.31-00	Professional Services	23,156	5,574	7,695	24,000	24,000
001-0102-559.34-00	Other Contractual Services	10,661	2,031	10,556	45,000	72,500
001-0102-559.40-00	Travel & Per Diem	121	-	1,769	8,000	7,100
001-0102-559.41-00	Communications Services	1,390	1,744	2,161	1,413	2,315
001-0102-559.42-00	Postage & Transportation	13	17	12	200	100
001-0102-559.45-01	Insurance - Operating Liability	4,236	1,809	3,278	6,031	4,753
001-0102-559.46-00	Repair & Maintenance Services	15,857	7,718	1,200	500	4,767
001-0102-559.47-00	Printing & Binding	564	1,096	2,190	1,567	1,567
001-0102-559.48-00	Promotional Activities	68,315	50,393	91,438	226,260	259,600
001-0102-559.49-00	Other Charges/Obligations	975	483	150	1,500	1,000
001-0102-559.51-00	Office Supplies	112	366	81	500	500
001-0102-559.52-00	Operating Supplies	-	406	31	-	-
001-0102-559.52-05	Operating Supplies - Uniforms	-	217	-	250	-
001-0102-559.54-01	Books/Pubs/Subsc/Memb - Prof Dues	11,230	8,450	11,950	14,750	22,850
001-0102-559.54-02	Books/Pubs/Subsc/Memb -Conf/Seminar	2,025	600	1,640	6,000	6,000
001-0102-559.54-03	Books/Pubs/Subsc/Memb - Subscriptions	-	-	-	100	100
	Subtotal Operating	\$ 138,655	\$ 80,904	\$ 134,151	\$ 336,071	\$ 407,152
Total		\$ 385,563	\$ 305,101	\$ 362,431	\$ 601,751	\$ 716,547

CRA Fund

The Economic Development division manages the Sanford Community Redevelopment (CRA). The CRA manages tax increment funding with a goal of multiplying the TIF by managing grants and other programs. The CRA district is comprised of the historic downtown, and as such, represents the center of what is commonly known as "Sanford". Secondary efforts pursued by the CRA are special event promotion, public art, and the trolley system connecting downtown with SunRail and Amtrak. The CRA budget for 2024 is \$2,378,188.

Authorized Positions

Full Time Equivalents	Funded 2022	Funded 2023	+/-	Funded 2024	Authorized & Unfunded
CRA					
Police Officer	2.00	2.00	-	2.00	-
Purchasing Manager **	0.03	0.03	-	0.03	-
Economic Development Project Manager **	0.60	0.60	-	0.60	-
Project Manager **	0.15	0.15	-	0.15	-
Maintenance Worker, Lead	1.00	1.00	-	1.00	-
Total Full Time Equivalents	3.78	3.78	-	3.78	-

**Split between funds or departments/divisions

The budget for this program is located in the Special Revenue Fund section of this budget document.

Community Relations

Role of Community Relations

To ensure the City of Sanford embraces diversity and inclusion and promotes equality, justice and equal protection under the law for all its citizens. Also, to ensure that all residents in the City of Sanford are treated fairly and have equal access to opportunities in education, employment, housing, and certain public accommodations regardless of race, color, religion, sex (gender) or national origin.

Summary

Expenditures	2021 Actual	2022 Actual	2023 Budget	2024 Budget
Salaries	\$ 106,616	\$ 114,597	\$ 108,245	\$ 125,089
Benefits	34,246	39,941	46,217	51,303
Operating	66,405	108,776	98,627	89,388
Supplies	1,265	1,671	7,230	11,431
Total	\$ 208,532	\$ 264,985	\$ 260,319	\$ 277,211

Funding Source				
Total	208,532	264,985	260,319	277,211
Total	\$ 208,532	\$ 264,985	\$ 260,319	\$ 277,211

Our Accomplishments in 2022-23

- ❖ Hired CDBG Program Manager.
- ❖ Hired two LIHEAP Outreach staff members.
- ❖ Secured a part-time MBK Program Coordinator.
- ❖ Commission approved REEI committee report of recommendations.
- ❖ Commission approved REEI standing committee.

Goals and Objectives for 2023-24

- ❖ Participate in National Community Development Week.
- ❖ Participate in National Fair Housing Month.
- ❖ Complete 19 minor home repairs.
- ❖ REEI to hold two community dialogues.

City Manager - Community Relations Performance Measures				
Activity	Actual 2020-2021	Actual 2021-2022	Expected 2022-2023	Proposed 2023-2024
MBK 100 Mentors Lunch & Learns	0	3	6	6
MBK 100 Mentors sessions	0	3	6	6
YELDA Summer Employment Program	17	20	17	20

Authorized Positions

Full Time Equivalents	Funded 2022	Funded 2023	+/-	Funded 2024	Authorized & Unfunded
City Manager-Community Relations					
Community Relations and Neighborhood Engagement Director **	0.78	0.78	-	0.78	-
Administrative Specialist III **	0.50	0.50	-	0.50	-
Total Full Time Equivalents	1.28	1.28	-	1.28	-

**Split between funds or departments/divisions

Community Relations

Account	Description	2020 Actual	2021 Actual	2022 Actual	2023 Budget	2024 Budget
Personnel Services						
001-0102-569.12-00	Regular Salaries & Wages	107,787	105,929	113,507	106,777	123,189
001-0102-569.12-02	Regular Salaries - Additional Pays	600	600	500	468	300
001-0102-569.14-00	Overtime	-	87	590	1,000	1,600
001-0102-569.21-00	FICA/Medicare Taxes	8,150	7,941	8,244	8,312	9,718
001-0102-569.22-01	Retirement Contributions - FRS	9,559	10,893	12,689	13,024	17,865
001-0102-569.23-00	Medical Insurance	17,665	14,480	18,186	24,047	22,677
001-0102-569.23-02	Medical Insurance - Life & ST Disability	722	699	620	698	782
001-0102-569.24-00	Worker's Compensation	251	233	202	136	261
	Subtotal Personnel Services	\$ 144,734	\$ 140,862	\$ 154,538	\$ 154,462	\$ 176,392
Operating						
001-0102-569.31-00	Professional Services	11,113	11,468	35,000	11,468	-
001-0102-569.34-00	Other Contractual Services	-	41,168	59,300	67,500	78,500
001-0102-569.40-00	Travel & Per Diem	3,450	592	1,471	6,000	4,900
001-0102-569.41-00	Communications Services	1,385	2,193	2,337	2,428	2,428
001-0102-569.42-00	Postage & Transportation	151	19	144	160	170
001-0102-569.44-00	Rentals & Leases	-	-	348	-	-
001-0102-569.45-01	Insurance - Operating Liability	-	1,809	3,278	3,571	858
001-0102-569.46-00	Repair & Maintenance Services	-	216	-	300	-
001-0102-569.47-00	Printing & Binding	-	50	209	200	1,000
001-0102-569.48-00	Promotional Activities	1,542	7,380	1,519	500	532
001-0102-569.49-00	Other Charges/Obligations	1,525	1,510	5,170	6,500	1,000
001-0102-569.51-00	Office Supplies	321	739	168	750	1,000
001-0102-569.52-00	Operating Supplies	-	203	563	500	7,000
001-0102-569.52-05	Operating Supplies	-	56	-	150	300
001-0102-569.54-01	Books/Pubs/Subsc/Memb - Prof Dues	-	-	940	1,665	1,535
001-0102-569.54-02	Books/Pubs/Subsc/Memb - Conf/Seminar	778	115	-	4,165	1,596
001-0102-569.54-03	Books/Pubs/Subsc/Memb - Subscriptions	-	152	-	-	-
	Subtotal Operating	\$ 20,265	\$ 67,670	\$ 110,447	\$ 105,857	\$ 100,819
Total		\$ 164,999	\$ 208,532	\$ 264,985	\$ 260,319	\$ 277,211

The Community Relations Director also oversees two grant funded programs: the Community Development Block Grant (CDBG) and the Neighborhood Stabilization Program (NSP). CDBG provides grants to entitled cities, urban counties and states to develop viable urban communities by providing decent housing and a suitable living environment. The NSP is currently spent down but there is still necessary monitoring going forward.

CDBG Fund

The Community Relations division also oversees the Community Development Block Grant (CDBG). CDBG will help to ensure the sustaining of viable communities within the City by helping to support decent housing initiatives and living environments, through expansion of economic opportunities for low to moderate income families.

Authorized Positions

Full Time Equivalents	Funded 2022	Funded 2023	+/-	Funded 2024	Authorized & Unfunded
Community Relations - CDBG (Grant Funded)					
CDBG Program Manager	1.00	1.00	-	1.00	-
Total Full Time Equivalents	1.00	1.00	-	1.00	-

The budget for this program is located in the Special Revenue Fund section of this budget document.

Our Accomplishments in 2022-23

- ❖ Completed two major home reconstructions.
- ❖ Completed 19 home owner occupied minor home repairs.
- ❖ Continued support in area of low-income housing initiatives.
- ❖ Continued support with community partners to address homelessness and their needs.
- ❖ Continued support for Goldsboro Transformation Plan.

Goals and objectives for 2023-24

- ❖ Increase awareness of available community grants, programs, and support available to residents.
- ❖ Improve community conversations utilizing current community meets and local agencies.
- ❖ Apply for new Community Development grants to better aide the community.
- ❖ Add new home repair programs to meet community needs.
- ❖ Collaborate with other departments to better assist the community.

City Manager - CDBG

Performance Measures

Activity	Actual 2020-2021	Actual 2021-2022	Expected 2022-2023	Proposed 2023-2024
Minor home repairs grantr	7	10	19	10
ERconomic Development Grant	8	1	3	5
Home Reconstruction Grant	0	0	2	0
Public Services Grant	6	8	5	8

LIHEAP Division & LIHEAP Fund

The Community Relations division also oversees the Low Income Home Energy Assistance Program (LIHEAP) grant program. LIHEAP provides grants to local governments to assist eligible low-income households in meeting the cost of home heating and cooling.

Authorized Positions

Full Time Equivalents	Funded 2022	Funded 2023	+/-	Funded 2024	Authorized & Unfunded
Community Relations - LIHEAP (Grant Funded)					
Community Relations and Neighborhood Engagement Director **	0.22	0.22	-	0.22	-
Case Worker	1.00	1.00	-	1.00	-
Program Coordinator	1.00	1.00	0.50	1.50	-
LIHEAP Outreach Technician	1.00	1.00	(1.00)	-	3.50
Total Full Time Equivalents	3.22	3.22	(0.50)	2.72	3.50

**Split between funds or departments/divisions

The budget for this program is located in the Special Revenue Fund section of this budget document.

Our Accomplishments in 2022-23

- ❖ Purchased new online scheduling software.
- ❖ Decreased application processing time by purchasing data entry licenses for all staff.
- ❖ Eliminated staffing agencies fees by hiring two full-time staff members.
- ❖ Added an additional staff member at the Casselberry office.
- ❖ Advancements made utilizing customer feedback surveys.

Goals and objectives for 2023-24

- ❖ Conduct employee training and seek technical support as needed.
- ❖ Track LIHEAP customers by jurisdiction utilizing software programs.
- ❖ Ensure vendor payments are received no later than 45 days.
- ❖ Submit transmittal payments every two weeks to Finance.

City Manager - LIHEAP

Performance Measures

Activity	Actual 2020-2021	Actual 2021-2022	Expected 2022-2023	Proposed 2023-2024
Number of clients served	2,368	4,045	4,045	4,500
Percentage of funding expended for services	100%	100%	100%	100%

City Attorney

Representing the interests of the City and its Commission, the law firm of Stenstrom, McIntosh, Colbert & Whigham, P.A., provides legal advice to the City covering municipal law, liability issues, and contractual reviews, as well as recommending additional legal expertise when needed.

Summary

Expenditures	2021 Actual	2022 Actual	2023 Budget	2024 Budget
Operating	\$ 329,305	\$ 326,780	\$ 341,310	\$ 346,103
Supplies	350	350	1,050	1,050
Total	\$ 329,655	\$ 327,130	\$ 342,360	\$ 347,153

Funding Source				
Total	329,655	327,130	342,360	347,153
Total	\$ 329,655	\$ 327,130	\$ 342,360	\$ 347,153

City Attorney

Account	Description	2020 Actual	2021 Actual	2022 Actual	2023 Budget	2024 Budget
Operating						
001-0103-514.31-00	Professional Services	311,824	328,498	325,828	340,500	345,000
001-0103-514.40-00	Travel & Per Diem	-	807	659	810	810
001-0103-514.49-00	Other Charges/Obligations	-	-	293	-	293
001-0103-514.54-01	Books/Pubs/Subsc/Memb - Prof Dues	-	-	-	700	700
001-0103-514.54-02	Books/Pubs/Subsc/Memb -Conf/Seminar	-	350	350	350	350
	Subtotal Operating	\$ 311,824	\$ 329,655	\$ 327,130	\$ 342,360	\$ 347,153
	Total	\$ 311,824	\$ 329,655	\$ 327,130	\$ 342,360	\$ 347,153

CITY CLERK



Mission Statement

The City Clerk's mission is to provide effective and efficient administrative support to the City Commission in accordance with Statutes, Charter, Code and City Commission directives. It is also to provide information to the public in a fair, impartial and efficient manner.

Role of City Clerk

The City Clerk serves as the official record-keeper for the City, perpetuating the minutes of all City Commission meetings and recording all ordinances, resolutions and other actions of the City Commission. The City Clerk is responsible for publishing the agenda and supplemental information for all City Commission meetings. In addition, the Clerk must ensure that all meetings are held "in the Sunshine" with legal notice and in compliance with public records laws.

Summary

Expenditures	2021 Actual	2022 Actual	2023 Budget	2024 Budget
Salaries	\$ 197,253	\$ 221,941	\$ 234,498	\$ 248,968
Benefits	86,595	102,982	125,944	136,234
Operating	30,807	47,615	39,257	47,537
Supplies	3,842	4,775	5,640	5,180
Debt service	-	1,614	-	-
Total	\$ 318,497	\$ 378,927	\$ 405,339	\$ 437,919

Funding Source				
Total	318,497	378,927	405,339	437,919
Total	\$ 318,497	\$ 378,927	\$ 405,339	\$ 437,919

Authorized Positions

	Funded 2021	Funded 2022	+/-	Funded 2023	Authorized & Unfunded
City Clerk	1.00	1.00	-	1.00	-
Records Manager	1.00	1.00	-	1.00	-
Deputy City Clerk	1.00	1.00	-	1.00	-
Total	3.00	3.00	-	3.00	-

Our Accomplishments in 2022-23

- ❖ Responded to 3,009 public records requests and scanned over 50,000 pages into laserfische.
- ❖ Served on the host committee for the Florida Association of City Clerks Fall Academy - October 2022.
- ❖ Conducted records management training with the State of Florida.
- ❖ Served on the Florida League of Cities Municipal Administration Committee.
- ❖ Conducted Annual Florida Ethics and Sunshine Law Training.

Goals and Objectives for 2023-24

- ❖ Continue to respond promptly to all public records requests.
- ❖ Recodify Ordinances.
- ❖ Continue to scan old documents from storage onto laserfische.
- ❖ Network with outside entities and continued education.

City Clerk Performance Measures				
Activity	Actual 2020-2021	Actual 2021-2022	Expected 2022-2023	Proposed 2023-2024
Commission Agendas Prepared	50	42	50	50
Minutes Prepared	50	42	50	50
Ordinances Prepared for Adoption	72	97	50	60
Resolutions Prepared for Approval	79	89	90	90
Laserfische Documents Scanned	19,035	51,689	55,000	55,000
Documents Disposed (cubic feet)	525	205	400	400
Public Records Requests Processed	275	3,009	3,000	3,000

City Clerk

Account	Description	2020 Actual	2021 Actual	2022 Actual	2023 Budget	2024 Budget
Personnel Services						
001-0104-512.12-00	Regular Salaries & Wages	204,486	194,230	218,021	230,658	244,528
001-0104-512.12-02	Regular Salaries - Additional Pays	1,100	1,080	1,308	840	1,440
001-0104-512.14-00	Overtime	1,492	1,943	2,612	3,000	3,000
001-0104-512.21-00	FICA/Medicare Taxes	15,368	14,783	15,850	18,005	19,116
001-0104-512.22-01	Retirement Contributions - FRS	35,445	36,293	41,533	49,786	61,858
001-0104-512.23-00	Medical Insurance	39,107	33,755	43,728	56,358	53,147
001-0104-512.23-02	Medical Insurance - Life & ST Disability	1,320	1,326	1,406	1,504	1,600
001-0104-512.24-00	Worker's Compensation	371	438	465	291	513
	Subtotal Personnel Services	\$ 298,689	\$ 283,848	\$ 324,923	\$ 360,442	\$ 385,202
Operating						
001-0104-512.31-00	Professional Services	3,270	-	-	-	-
001-0104-512.34-00	Other Contractual Services	104	1,136	1,156	3,000	2,200
001-0104-512.40-00	Travel & Per Diem	899	2,922	3,709	3,628	3,628
001-0104-512.41-00	Communications Services	2,133	2,075	1,145	1,156	1,153
001-0104-512.42-00	Postage & Transportation	164	150	274	250	280
001-0104-512.44-00	Rentals & Leases	1,499	1,608	1,595	1,500	1,600
001-0104-512.44-10	Rentals & Leases/GASB87	-	-	2,673	-	-
001-0104-512.45-01	Insurance - Operating Liability	1,248	686	4,048	4,583	2,386
001-0104-512.46-00	Repair & Maintenance Services	-	-	534	-	-
001-0104-512.47-00	Printing & Binding	5,069	4,589	5,028	5,150	5,350
001-0104-512.49-00	Other Charges/Obligations	13,083	17,641	27,453	19,990	30,940
001-0104-512.51-00	Office Supplies	546	764	898	750	750
001-0104-512.52-00	Operating Supplies	356	101	620	400	400
001-0104-512.52-05	Operating Supplies - Uniforms	-	155	-	300	300
001-0104-512.54-01	Books/Pubs/Subsc/Memb - Prof Dues	830	960	794	1,450	1,400
001-0104-512.54-02	Books/Pubs/Subsc/Memb -Conf/Seminar	695	1,825	2,435	2,700	1,600
001-0104-512.54-03	Books/Pubs/Subsc/Memb - Subscriptions	-	37	28	40	30
001-0104-512.55-00	Training	-	-	-	-	700
	Subtotal Operating	\$ 29,896	\$ 34,649	\$ 52,390	\$ 44,897	\$ 52,717
Debt service						
001-0104-512.71-01	Lease Payment/GASB87	-	-	1,517	-	-
001-0104-512.72-01	Int Payment/GASB87	-	-	97	-	-
	Subtotal Debt service	\$ -	\$ -	\$ 1,614	\$ -	\$ -
Total		\$ 328,585	\$ 318,497	\$ 378,927	\$ 405,339	\$ 437,919

HUMAN RESOURCES DEPARTMENT



Mission Statement

To administer a personnel system, which shall provide for an equitable system of operating procedures designed to ensure uniform, fair and effective treatment of all personnel in accordance with Federal and/or State laws relating to the functions of personnel administration. Also, to administer risk management services to identify insurance needs and risk potential and mitigate claim costs. As well as identify property and liability exposures, insure and mitigate accordingly. And to administer a quality benefits and wellness program to the benefit of employees and eligible dependents. Provide a level of customer service where all employees and citizens are treated as guests of honor.

Role of Human Resources

The Human Resources/Risk Management Department exists to provide an organizational frame work to recruit, select, classify, compensate, develop, and reward the City's diverse workforce, while ensuring an environment that optimizes safety, productivity, efficiency and effectiveness. Human Resources/Risk Management is also responsible for risk management which oversees more than \$12.4 million in liability, property, casualty, workers compensation and employee health insurance. The City administers liability, property, casualty, workers compensation and employee health insurance with a combination of self-insurance and risk outsourcing. The overall cost of insurance to the City is budgeted in an internal service fund which charges all funds for a share of the cost. The Department of Human Resources/Risk Management provides administrative support to all departments for the management of the City's workforce.

Summary

Expenditures	2021 Actual	2022 Actual	2023 Budget	2024 Budget
Salaries	\$ 287,062	\$ 393,456	\$ 376,064	\$ 464,821
Benefits	115,578	152,044	189,001	228,102
Operating	75,195	222,019	138,539	182,815
Supplies	6,760	7,179	18,910	13,100
Debt service	-	1,375	-	-
Total	\$ 484,595	\$ 776,073	\$ 722,514	\$ 888,838

Funding Source				
Total	484,595	776,073	722,514	888,838
Total	\$ 484,595	\$ 776,073	\$ 722,514	\$ 888,838

Human Resources as a percentage of General Fund

1.2%



The functions of the department are as follows:

- Recruitment and Selection - Provide a quality pool of applicants to fill departmental vacancies through the proper mechanisms in determining relative ability, knowledge, and skills to meet the City's overall goals and objectives.
- Classification and Compensation - Assure both internal and external equities in pay and classification of City employees.
- Employee Relations - These functions revolve around customer service to the employees of the City with the goal of retaining top performers.
- Training - Provide an internal training program for employee training and development.
- Compliance - Endeavors that employee activities are conducted with the highest ethical standards and in compliance with all applicable State and Federal statutes, laws, and regulations.
- Benefits, Wellness and Records Administration - Coordinates the various benefits provided to employees, including, but not exclusive to, health, dental, life, vision, and short term disability insurance, general employee retirement, Family Medical Leave and Health Reimbursement Account reimbursement. This division develops and coordinates various wellness programs and initiatives in order to encourage employee healthy life styles and to mitigate health insurance costs.

Also, this division administers the department's public records requests, document retention, as well as maintenance of department files in order to properly maintain personnel, medical, recruitment and claim files in accordance with State and Federal laws as well as abide by State of Florida public records and retention statutes.

- Risk Management - Ensures proper property and casualty insurance coverages, as well as assist in mitigating claims exposure by reviewing language in Certificates of Insurance and City contracts with vendors. Risk Management is the first contact for all tort and professional liability claims and lawsuits made against the City, as well as workers compensation injuries, for administration, processing and defense. Ensures proper property and casualty insurance coverages, as well as assist in mitigating claims exposure by reviewing language in Certificates of Insurance and City contracts with vendors. Risk Management is the first contact for all tort and professional liability claims and lawsuits made against the City, as well as workers compensation injuries, for administration, processing and defense.
- Records Administration - Properly maintain personnel, medical, recruitment and claim files in accordance with State and Federal laws. Abide by State of Florida public records and retention statutes.

Our Accomplishments in 2022-23

- ❖ Coordinated the current pay and classification study with Management Advisory Group.
- ❖ Authored the New Hire Incentive program.
- ❖ Collaborated with staff in developing and authoring the Commercial Driver License incentive program.
- ❖ Collaborated with the City's Finance Director in developing and expanding the October 1 pay adjustments to include merit increases.
- ❖ On boarded 77 new employees between October 1, 2022 and May 31, 2023.

Goals and Objectives for 2023-24

- ❖ Contract and implement the NeoGov On-Boarding program which immediately and electronically engages pre-employment/post-offer candidates with required pre-hire paperwork and activities.

- ❖ Convert all remaining policies and procedures in the Human Resources Manual to City Administrative policies.
- ❖ Digital measurement of Risk Management between various stages interaction/communication with insurance claim administrators, employees, and citizens.
- ❖ Enhance the NeoGov requisition lifestyle report to include date of hire or promotion selection form is received.
- ❖ Staff cross train in NeoGov, Benefit focus, New hire in-processing, risk management, and benefits.

Human Resources Performance Measures				
Activity	Actual 2020-2021	Actual 2021-2022	Expected 2022-2023	Proposed 2023-2024
Number of days from final approval on requisition to job posting	3.87	4.54	3.62	3.55
Risk Management training sessions	4	3	6	6
Wellness events and lunch/learns	6	6	6	7
Blood mobile visits to city hall	4	4	4	4
Employees promotional events	2	2	2	2
New hire orientations	12	12	12	12
Covert human resource manual policies to administrative manual policies	3	3	6	10
Number of days from job posting closing to referrals to respective department	2.02	1.64	2.49	2.25

Authorized Positions

Full Time Equivalents	Funded 2022	Funded 2023	+/-	Funded 2024	Authorized & Unfunded
Human Resources					
Human Resources Director	1.00	1.00	-	1.00	-
Risk Manager	-	-	-	-	1.00
Human Resources/Risk Management Analyst	-	-	1.00	1.00	-
Senior HR Analyst-Recruit & Employee Relations	1.00	1.00	-	1.00	-
Senior HR Analyst-Benefits, Wellness	1.00	1.00	-	1.00	-
Risk Management Administrator	1.00	1.00	-	1.00	-
Administrative Specialist III	0.50	0.50	(0.50)	-	1.00
Total Full Time Equivalents	4.50	4.50	0.50	5.00	2.00

Human Resources

Account	Description	2020 Actual	2021 Actual	2022 Actual	2023 Budget	2024 Budget
Personnel Services						
001-0105-513.12-00	Regular Salaries & Wages	269,137	278,573	384,724	273,016	370,117
001-0105-513.12-02	Regular Salaries - Additional Pays	9,157	7,289	7,532	7,000	7,600
001-0105-513.12-06	Reg Salaries - Opt Out Health Insurance	1,200	1,200	1,200	1,200	1,200
001-0105-513.13-00	Part Time Wages	-	-	-	93,848	85,904
001-0105-513.14-00	Overtime	-	-	-	1,000	-
001-0105-513.21-00	FICA/Medicare Taxes	19,559	19,977	24,050	28,806	35,348
001-0105-513.22-01	Retirement Contributions - FRS	42,783	48,323	60,968	72,698	100,133
001-0105-513.23-00	Medical Insurance	50,887	45,022	64,378	84,537	88,579
001-0105-513.23-02	Medical Insurance - Life & ST Disability	1,722	1,625	1,905	2,498	3,086
001-0105-513.24-00	Worker's Compensation	519	631	743	462	956
	Subtotal Personnel Services	\$ 394,964	\$ 402,640	\$ 545,500	\$ 565,065	\$ 692,923
Operating						
001-0105-513.31-00	Professional Services	74,576	46,614	184,786	77,005	102,305
001-0105-513.34-00	Other Contractual Services	5,926	5,885	6,793	11,750	12,950
001-0105-513.40-00	Travel & Per Diem	-	1,114	1,270	8,100	5,000
001-0105-513.41-00	Communications Services	1,975	2,916	2,967	3,073	3,073
001-0105-513.42-00	Postage & Transportation	1,129	1,511	1,599	1,560	1,700
001-0105-513.44-00	Rentals & Leases	1,262	1,371	1,358	1,454	2,160
001-0105-513.44-10	Rentals & Leases/GASB87	-	-	2,277	-	-
001-0105-513.45-01	Insurance - Operating Liability	1,347	1,050	2,154	2,637	1,712
001-0105-513.45-02	Insurance - Auto Liability	138	184	238	203	-
001-0105-513.46-00	Repair & Maintenance Services	1,701	-	-	-	15,800
001-0105-513.47-00	Printing & Binding	2,869	4,903	3,696	3,917	3,730
001-0105-513.48-00	Promotional Activities	4,938	1,816	4,783	12,070	10,645
001-0105-513.49-00	Other Charges/Obligations	20,432	7,831	10,098	16,770	23,740
001-0105-513.51-00	Office Supplies	3,006	4,068	2,197	4,825	4,200
001-0105-513.52-00	Operating Supplies	964	896	1,625	5,200	600
001-0105-513.54-01	Books/Pubs/Subsc/Memb - Prof Dues	1,018	867	705	1,335	1,500
001-0105-513.54-02	Books/Pubs/Subsc/Memb -Conf/Seminar	318	829	2,552	4,950	4,450
001-0105-513.54-03	Books/Pubs/Subsc/Memb - Subscriptions	100	100	100	100	100
001-0105-513.55-00	Training	-	-	-	2,500	2,250
	Subtotal Operating	\$ 121,699	\$ 81,955	\$ 229,198	\$ 157,449	\$ 195,915
Debt service						
001-0105-513.71-01	Lease Payment/GASB87	-	-	1,292	-	-
001-0105-513.72-01	Int Payment/GASB87	-	-	83	-	-
	Subtotal Debt service	\$ -	\$ -	\$ 1,375	\$ -	\$ -
Total		\$ 516,663	\$ 484,595	\$ 776,073	\$ 722,514	\$ 888,838

FINANCIAL SERVICES DEPARTMENT



Mission Statement

To demonstrate excellence in the level of financial services provided to our public customers, elected officials, and the City of Sanford and its departments, while maintaining prudent use of financial resources in compliance with all associated laws, regulation and policies. To support the mission and goals of the City and its departments with timely, reliable, cost-effective technology services and to provide assistance and advice in its use.

Role of Financial Services Department

The Financial Services Department administers Accounting and Treasury functions, Debt Management, as well as Grant Compliance, Budgeting, Financial Management, Purchasing, and Information Technology Services for all City departments.

Summary

Expenditures	2021 Actual	2022 Actual	2023 Budget	2024 Budget
Salaries	\$ 1,075,007	\$ 1,402,901	\$ 1,546,028	\$ 2,160,338
Benefits	389,926	525,330	728,802	949,604
Operating	1,282,176	1,098,690	1,028,082	1,163,118
Supplies	24,133	25,088	52,541	45,144
Debt service	-	7,122	-	-
Total	\$ 2,771,242	\$ 3,059,131	\$ 3,355,453	\$ 4,318,204

Funding Source				
Total	2,771,242	3,059,131	3,355,453	4,318,204
Total	\$ 2,771,242	\$ 3,059,131	\$ 3,355,453	\$ 4,318,204

Financial Services as a percentage of General Fund



Accounting Division

In its accounting, treasury, debt management, budgeting, financial, and grant compliance capacities the Finance Department must ensure complete and accurate accounting of all transactions, and report all financial information in accordance with professional accounting standards and federal, state, and local laws. This division handles the payroll for all City employees, pays all invoices for goods and services used by City departments, records and tracks fixed assets, monitors grant funding and manages the City's investing and borrowing activities. Finance also coordinates the Annual Comprehensive Financial Report, which is part of the City's annual, independent audit process. The Finance department also assumed the duties of the Budget Department starting with fiscal year 2011 and as such administers the City's budget process as well.

Our accomplishments for 2022-23

- ❖ Completed the ACFR without audit comments and received the Certificate of Achievement for Excellence in Financial Reporting.
- ❖ Received the Distinguished Budget Award for the 2023 budget.
- ❖ Completion of the budget process.

Goals and objectives for 2023-24

- ❖ Obtain the Certificate of Excellence in Financial Reporting award.
- ❖ Performance Measurement enhancement Citywide.
- ❖ Coordinate the preparation of the budget document and publish the adopted budget by October 1st.
- ❖ Create a grant policy handbook.
- ❖ Coordinate with the City's external auditors and provide account analysis, reconciliations, and audit schedules to expedite the audit process and reduce the time needed to complete the Annual Comprehensive Financial Report (ACFR).

Finance - Accounting Performance Measures

Activity	Actual 2020-2021	Actual 2021-2022	Expected 2022-2023	Proposed 2023-2024
# A/P Transaction	24,123	21,145	23,000	23,000
# Purchase Card Transactions	6,066	6,586	7,037	7,037
# Payroll Transaction	14,817	15,907	16,000	16,000
# Budget Adjustments Updated	107	141	150	150
# of Grants Managed	40	36	40	40
# of A/R Invoices Processed	237,013	254,794	260,000	260,000
Cost of Fixed Assets (Citywide Inventory)	\$ 539,000,000	\$ 565,000,000	\$ 570,000,000	\$ 570,000,000
# of Journal Entries Updated	739	689	700	700
# of Grant Compliance Findings	0	1	0	0
# of Audit Adjustments	0	0	0	0
# ACFR Comments	0	0	0	0
# of Adverse Comments on TRIM from DOR	0	0	0	0

Summary

Expenditures	2021 Actual	2022 Actual	2023 Budget	2024 Budget
Salaries	\$ 584,603	\$ 851,401	\$ 779,953	\$ 960,687
Benefits	230,991	344,742	393,720	416,145
Operating	316,359	237,266	187,762	225,209
Supplies	10,402	15,857	23,319	22,709
Debt service	-	6,564	-	-
Total	\$ 1,142,355	\$ 1,455,830	\$ 1,384,754	\$ 1,624,750

Funding Source				
Total	1,142,355	1,455,830	1,384,754	1,624,750
Total	\$ 1,142,355	\$ 1,455,830	\$ 1,384,754	\$ 1,624,750

Authorized Positions

Full Time Equivalents	Funded 2022	Funded 2023	+/-	Funded 2024	Authorized & Unfunded
Finance - Accounting and Finance					
Finance Director	1.00	1.00	-	1.00	-
Finance Manager	1.00	1.00	-	1.00	-
Chief Accountant	1.00	1.00	-	1.00	-
Performance Management Coordinator	1.00	1.00	-	1.00	-
Accountant	2.00	2.00	-	2.00	-
Grant Manager	-	-	1.00	1.00	-
Payroll Analyst	1.00	1.00	-	1.00	-
Fiscal Specialist	1.00	1.00	-	1.00	-
Administrative Specialist III	1.00	1.00	-	1.00	-
Property/Fixed Assets Technician	1.00	1.00	-	1.00	-
Capital Asset Budget and Management Administrator	1.00	1.00	(1.00)	-	-
Budget Manager	-	-	-	-	1.00
Senior Accountant	-	-	1.00	1.00	-
Resource Specialist	-	-	-	-	1.00
Fiscal Technician	-	-	1.00	1.00	1.00
Total Full Time Equivalents	11.00	11.00	2.00	13.00	3.00

Finance/Accounting

Account	Description	2020 Actual	2021 Actual	2022 Actual	2023 Budget	2024 Budget
Personnel Services						
001-0401-513.12-00	Regular Salaries & Wages	552,234	582,694	845,429	775,733	949,187
001-0401-513.12-02	Regular Salaries - Additional Pays	1,725	1,303	2,100	1,720	1,800
001-0401-513.12-06	Reg Salaries - Opt Out Health Insurance	100	-	1,100	-	2,400
001-0401-513.14-00	Overtime	1,581	606	2,772	2,500	7,300
001-0401-513.21-00	FICA/Medicare Taxes	39,109	41,497	58,906	59,888	73,764
001-0401-513.22-01	Retirement Contributions - FRS	67,107	77,852	110,093	121,168	139,328
001-0401-513.23-00	Medical Insurance	120,440	106,568	168,589	206,646	194,873
001-0401-513.23-02	Medical Insurance - Life & ST Disability	3,669	3,787	5,366	5,050	6,205
001-0401-513.24-00	Worker's Compensation	1,025	1,287	1,788	968	1,975
	Subtotal Personnel Services	\$ 786,990	\$ 815,594	\$ 1,196,143	\$ 1,173,673	\$ 1,376,832
Operating						
001-0401-513.31-00	Professional Services	93,101	83,346	55,007	38,250	27,200
001-0401-513.32-00	Accounting & Auditing	70,000	70,000	73,000	74,263	80,000
001-0401-513.34-00	Other Contractual Services	-	105,439	-	-	-
001-0401-513.40-00	Travel & Per Diem	3,111	163	944	6,423	9,877
001-0401-513.41-00	Communications Services	3,119	3,675	3,666	3,559	5,746
001-0401-513.42-00	Postage & Transportation	3,040	2,666	2,701	6,180	2,890
001-0401-513.44-00	Rentals & Leases	6,445	6,554	6,541	6,554	6,828
001-0401-513.44-10	Rentals & Leases/GASB87	-	-	12,345	-	-
001-0401-513.45-01	Insurance - Operating Liability	4,983	2,958	6,964	8,383	5,406
001-0401-513.46-00	Repair & Maintenance Services	25,840	1,761	1,200	2,450	8,667
001-0401-513.47-00	Printing & Binding	3,209	2,850	2,987	3,200	3,240
001-0401-513.49-00	Other Charges/Obligations	38,247	36,947	71,911	38,500	75,355
001-0401-513.51-00	Office Supplies	3,248	2,126	2,467	3,600	2,490
001-0401-513.52-00	Operating Supplies	1,261	3,217	3,401	1,200	1,200
001-0401-513.54-01	Books/Pubs/Subsc/Memb - Prof Dues	4,604	4,000	4,280	4,200	4,250
001-0401-513.54-02	Books/Pubs/Subsc/Memb -Conf/Seminar	3,393	835	5,460	14,219	14,519
001-0401-513.54-03	Books/Pubs/Subsc/Memb - Subscriptions	-	224	249	100	250
	Subtotal Operating	\$ 263,601	\$ 326,761	\$ 253,123	\$ 211,081	\$ 247,918
Debt service						
001-0401-513.71-01	Lease Payment/GASB87	-	-	6,387	-	-
001-0401-513.72-01	Int Payment/GASB87	-	-	177	-	-
	Subtotal Debt service	\$ -	\$ -	\$ 6,564	\$ -	\$ -
Total		\$ 1,050,591	\$ 1,142,355	\$ 1,455,830	\$ 1,384,754	\$ 1,624,750

Information Technology Services

Mission Statement

Our mission as the City of Sanford's Information Technology Services Division is to support the mission and goals of the City and its internal departments with timely, reliable, cost-effective technology services and to provide assistance and advice on its use.

Role of Information Technology

The Information Technology Division is responsible for installing and maintaining all of the City's computers and the supporting infrastructure to include: Desktops, Laptops, Servers, Routers, Switches, Cell Phones, Desk Phones, Software Applications and more. The department suggests and pioneers new technology implementations that meet the goals and needs of the city, develops policies and procedures relating to technology, and trains employees on its use. The IT department also services the city's GIS needs, maintaining and working with GPS related data in order for city employees to understand this information as it relates to a location on a map.

Summary

Expenditures	2021 Actual	2022 Actual	2023 Budget	2024 Budget
Salaries	\$ 395,815	\$ 474,818	\$ 622,490	\$ 863,403
Benefits	124,958	150,884	287,589	387,020
Operating	962,633	855,906	833,692	931,359
Supplies	12,333	7,755	24,580	19,500
Debt service	-	188	-	-
Total	\$ 1,495,739	\$ 1,489,551	\$ 1,768,351	\$ 2,201,282

Funding Source				
Total	1,495,739	1,489,551	1,768,351	2,201,282
Total	\$ 1,495,739	\$ 1,489,551	\$ 1,768,351	\$ 2,201,282

Our Accomplishments in 2022-23

- ❖ Launched new work order and asset management system in Public Works.
- ❖ Launched city mobile app (Sanford Connects).
- ❖ Replaced aging enterprise storage system.
- ❖ Replaced aging chambers audio and video system.
- ❖ Replaced aging invoice scanning system to integrate with financial system.

Goals and Objectives for 2023-24

- ❖ Implement new online payment processing system.
- ❖ Launch City Microsoft Government Cloud Community tenant.
- ❖ Implement new city intranet solution.
- ❖ Implement visitor management system at City Hall.
- ❖ Implement new security door access control system.

Finance - Information Services Performance Measures				
Activity	Actual 2020-2021	Actual 2021-2022	Expected 2022-2023	Proposed 2023-2024
% of Requests Completed	91%	93%	94%	97%
% of time with No Significant Outage	96%	97%	97%	98%
% of Projects Completed	40%	35%	40%	50%
Customer Satisfaction	Satisfied	Satisfied	Satisfied	Satisfied

Authorized Positions

Full Time Equivalents	Funded 2022	Funded 2023	+/-	Funded 2024	Authorized & Unfunded
Finance - Information Systems					
Communications Manager	-	-	-	-	1.00
Computer Support Technician	-	-	-	-	1.00
Network/Operations Administrator	1.00	1.00	-	1.00	-
Network Engineer	1.00	1.00	-	1.00	-
System Analyst	1.00	1.00	1.00	2.00	-
Systems Engineer	1.00	1.00	-	1.00	-
System Security Administrator	1.00	1.00	-	1.00	-
Service Delivery Coordinator	-	1.00	-	1.00	-
Technician Level I	-	2.00	-	2.00	-
Technician Level II	-	1.00	-	1.00	-
GIS Analyst **	0.50	0.50	-	0.50	-
Help Desk Technician	-	-	-	-	1.00
	5.50	9.50	1.00	10.50	3.00

**Split between funds or departments/divisions

Information Technology

Account	Description	2020 Actual	2021 Actual	2022 Actual	2023 Budget	2024 Budget
Personnel Services						
001-0402-513.12-00	Regular Salaries & Wages	364,499	375,144	454,754	597,684	843,082
001-0402-513.12-02	Regular Salaries - Additional Pays	10,661	10,900	11,606	14,606	12,521
001-0402-513.12-06	Reg Salaries - Opt Out Health Insurance	1,200	1,200	1,200	1,200	-
001-0402-513.14-00	Overtime	14,361	8,571	7,258	9,000	7,800
001-0402-513.21-00	FICA/Medicare Taxes	28,949	29,380	32,011	47,795	66,294
001-0402-513.22-01	Retirement Contributions - FRS	34,747	40,350	48,240	74,640	125,988
001-0402-513.23-00	Medical Insurance	57,233	50,650	65,593	159,681	186,015
001-0402-513.23-02	Medical Insurance - Life & ST Disability	2,519	2,592	2,836	3,924	5,538
001-0402-513.24-00	Worker's Compensation	1,663	1,986	2,204	1,549	3,185
	Subtotal Personnel Services	\$ 515,832	\$ 520,773	\$ 625,702	\$ 910,079	\$ 1,250,423
Operating						
001-0402-513.31-00	Professional Services	246,588	234,499	234,000	68,500	1,000
001-0402-513.40-00	Travel & Per Diem	15	-	-	1,000	-
001-0402-513.41-00	Communications Services	8,787	18,716	15,637	29,920	16,160
001-0402-513.42-00	Postage & Transportation	-	122	-	300	-
001-0402-513.44-00	Rentals & Leases	90	424	186	424	186
001-0402-513.44-10	Rentals & Leases/GASB87	-	-	312	-	-
001-0402-513.45-01	Insurance - Operating Liability	12,476	10,939	12,974	17,531	14,536
001-0402-513.45-02	Insurance - Auto Liability	196	260	337	288	358
001-0402-513.46-00	Repair & Maintenance Services	540,895	679,941	578,354	701,919	883,349
001-0402-513.46-04	Repair & Maintenance Services	10,631	2,164	13,546	13,040	15,500
001-0402-513.47-00	Printing & Binding	335	261	255	270	270
001-0402-513.49-00	Other Charges/Obligations	49,488	15,307	305	500	-
001-0402-513.51-00	Office Supplies	181	866	129	1,000	1,000
001-0402-513.52-00	Operating Supplies	12,671	10,888	6,716	15,000	10,000
001-0402-513.52-01	Operating Supplies - Gasoline/Diesel/Lubric	1,301	579	696	1,500	1,500
001-0402-513.54-01	Books/Pubs/Subsc/Memb - Prof Dues	-	-	-	200	-
001-0402-513.54-02	Books/Pubs/Subsc/Memb -Conf/Seminar	-	-	-	6,880	6,500
001-0402-513.54-03	Books/Pubs/Subsc/Memb - Subscriptions	-	-	214	-	500
	Subtotal Operating	\$ 883,654	\$ 974,966	\$ 863,661	\$ 858,272	\$ 950,859
Debt service						
001-0402-513.71-01	Lease Payment/GASB87	-	-	177	-	-
001-0402-513.72-01	Int Payment/GASB87	-	-	11	-	-
	Subtotal Debt service	\$ -	\$ -	\$ 188	\$ -	\$ -
Total		\$ 1,399,486	\$ 1,495,739	\$ 1,489,551	\$ 1,768,351	\$ 2,201,282

Purchasing Division

The Finance Department, also includes the Purchasing Division, which is responsible to manage the citywide procurement process to provide a highly cost-effective acquisition process that delivers innovative, effective, and timely contracting solutions in concert with the highest standards of ethics and professionalism.

Summary

Expenditures	2021 Actual	2022 Actual	2023 Budget	2024 Budget
Salaries	\$ 94,589	\$ 76,682	\$ 143,585	\$ 336,248
Benefits	33,977	29,704	47,493	146,439
Operating	3,184	5,518	6,628	6,550
Supplies	1,398	1,476	4,642	2,935
Debt service	-	370	-	-
Total	\$ 133,148	\$ 113,750	\$ 202,348	\$ 492,172

Funding Source				
Total	133,148	113,750	202,348	492,172
Total	\$ 133,148	\$ 113,750	\$ 202,348	\$ 492,172

Our Accomplishments in 2022-23

- ❖ Completed CCNA training session for city staff.
- ❖ Completed 16 proposals.
- ❖ Processed 11 IRFQs, processed 63 PBA contacts.
- ❖ Completed 37 single source postings.
- ❖ Completed the contract terms and conditions with legal help and posted on city web page.

Goals and Objectives for 2023-24

- ❖ Continue procurement training for city staff.
- ❖ Finalize the procurement policy.
- ❖ Finalize the procurement process (mapping).
- ❖ Review and update the procurement department web page.

Finance - Purchasing Performance Measures

Activity	Actual 2020-2021	Actual 2021-2022	Expected 2022-2023	Proposed 2023-2024
Purchase orders processed	739	620	700	900
RFP's, RFQ's, and bids processed	121	139	117	105
Total time to process purchase orders	16	27	25	20

Authorized Positions

Full Time Equivalents	Funded 2022	Funded 2023	+/-	Funded 2024	Authorized & Unfunded
Finance - Purchasing					
Purchasing Manager **	0.97	0.97	-	0.97	-
Contract Specialist	-	-	1.00	1.00	-
Purchasing Coordinator	-	1.00	1.00	2.00	-
Purchasing Analyst	1.00	-	-	-	-
Total Full Time Equivalents	1.97	1.97	2.00	3.97	-

**Split between funds or departments/divisions

Purchasing

Account	Description	2020 Actual	2021 Actual	2022 Actual	2023 Budget	2024 Budget
Personnel Services						
001-0403-513.12-00	Regular Salaries & Wages	112,809	92,841	75,562	141,283	334,528
001-0403-513.12-02	Regular Salaries - Additional Pays	1,125	1,103	1,120	1,102	1,720
001-0403-513.12-06	Reg Salaries - Opt Out Health Insurance	-	-	-	1,200	-
001-0403-513.14-00	Overtime	929	645	-	-	-
001-0403-513.21-00	FICA/Medicare Taxes	8,154	6,899	5,772	11,026	25,819
001-0403-513.22-01	Retirement Contributions - FRS	10,209	9,566	8,654	17,136	47,407
001-0403-513.23-00	Medical Insurance	25,423	16,653	14,576	18,223	70,332
001-0403-513.23-02	Medical Insurance - Life & ST Disability	775	649	532	930	2,188
001-0403-513.24-00	Worker's Compensation	216	210	170	178	693
	Subtotal Personnel Services	\$ 159,640	\$ 128,566	\$ 106,386	\$ 191,078	\$ 482,687
Operating						
001-0403-513.34-00	Other Contractual Services	-	186	-	-	-
001-0403-513.40-00	Travel & Per Diem	-	-	950	1,600	1,600
001-0403-513.41-00	Communications Services	658	1,009	805	1,041	1,082
001-0403-513.42-00	Postage & Transportation	327	10	6	320	320
001-0403-513.44-00	Rentals & Leases	270	379	366	383	383
001-0403-513.44-10	Rentals & Leases/GASB87	-	-	613	-	-
001-0403-513.45-01	Insurance - Operating Liability	792	686	660	893	774
001-0403-513.46-00	Repairs and Maintenance	74	-	-	-	-
001-0403-513.47-00	Printing & Binding	780	655	660	692	692
001-0403-513.49-00	Other Charges/Obligations	540	259	1,458	1,699	1,699
001-0403-513.51-00	Office Supplies	760	635	177	800	800
001-0403-513.52-00	Operating Supplies	-	57	237	10	10
001-0403-513.52-05	Operating Supplies - Uniforms	69	-	102	250	250
001-0403-513.54-01	Books/Pubs/Subsc/Memb - Prof Dues	555	706	510	390	390
001-0403-513.54-02	Books/Pubs/Subsc/Memb -Conf/Seminar	110	-	380	3,192	1,485
001-0403-513.54-03	Books/Pubs/Subsc/Memb - Subscriptions	-	-	70	-	-
	Subtotal Operating	\$ 4,935	\$ 4,582	\$ 6,994	\$ 11,270	\$ 9,485
Debt service						
001-0403-513.71-01	Lease Payment/GASB87	-	-	348	-	-
001-0403-513.72-01	Int Payment/GASB87	-	-	22	-	-
	Subtotal Debt service	\$ -	\$ -	\$ 370	\$ -	\$ -
Total		\$ 164,575	\$ 133,148	\$ 113,750	\$ 202,348	\$ 492,172

Mission Statement

The non-departmental program includes all costs and activities not allocated to one specific department. Expenditures are managed by the Finance Director, including: amortization expense and any related debt expense; retiree payments and insurance; aid to private organizations and transfers.

Summary

Expenditures	2021 Actual	2022 Actual	2023 Budget	2024 Budget
Salaries	\$ 9,300	\$ 8,600	\$ 9,600	\$ 4,800
Benefits	595,205	796,345	1,157,520	984,000
Operating	5,596	5,202	15,000	15,000
Other	6,528	7,268	6,800	6,800
Transfers	5,907,951	8,075,358	5,504,775	8,223,249
Total	\$ 6,524,580	\$ 8,892,773	\$ 6,693,695	\$ 9,233,849

Funding Source				
Total	6,524,580	8,892,773	6,693,695	9,233,849
Total	\$ 6,524,580	\$ 8,892,773	\$ 6,693,695	\$ 9,233,849

Non-Departmental as a percentage of General Fund

13.4%



Non-Departmental

Account	Description	2020 Actual	2021 Actual	2022 Actual	2023 Budget	2024 Budget
Personnel Services						
001-7979-518.12-06	Retiree Payments	8,400	9,300	8,600	9,600	4,800
001-7979-518.23-03	Medical/Life Insurance	666,695	595,205	796,345	1,157,520	984,000
	Subtotal Personnel Services	\$ 675,095	\$ 604,505	\$ 804,945	\$ 1,167,120	\$ 988,800
Operating						
001-7979-539.31-00	Professional Services	1,717	5,596	5,202	15,000	15,000
	Subtotal Operating	\$ 1,717	\$ 5,596	\$ 5,202	\$ 15,000	\$ 15,000
Other						
001-7979-569.82-06	Aid to Private Organization	6,348	6,528	7,268	6,800	6,800
	Subtotal Other	\$ 6,348	\$ 6,528	\$ 7,268	\$ 6,800	\$ 6,800
Transfers						
001-7979-581.91-17	Transfer to LIHEAP	-	-	-	-	41,977
001-7979-581.91-20	Transfers-Debt	1,731,941	1,612,000	1,681,412	1,993,966	2,178,023
001-7979-581.91-22	Transfers	-	168,478	-	-	-
001-7979-581.91-28	Transfers-Capital Equipment	3,948,135	3,762,619	4,998,449	2,301,144	5,433,917
001-7979-581.91-31	Transfers	663,072	160,489	43,120	-	-
001-7979-581.91-37	Transfer-Cemetery	7,425	-	61,859	62,000	-
001-7979-581.91-54	Transfer-Marina	-	-	521,304	-	12,564
001-7979-581.91-63	Transfers	25,000	26,373	50,000	-	59,253
001-7979-581.91-74	PAC Transfer	-	-	-	112,000	120,000
001-7979-581.91-79	Transfers-Mayfair	310,000	60,000	1,054,187	135,000	60,000
001-7979-590.99-01	Other Uses	100,424	117,992	72,638	315,000	315,000
001-7979-590.99-70	Other Uses	-	-	(407,611)	585,665	2,515
	Subtotal Transfers	\$ 6,785,997	\$ 5,907,951	\$ 8,075,358	\$ 5,504,775	\$ 8,223,249
Total		\$ 7,469,157	\$ 6,524,580	\$ 8,892,773	\$ 6,693,695	\$ 9,233,849

DEVELOPMENT SERVICES DEPARTMENT



Mission Statement

To make Sanford a place where people want to be by providing a safe, clean, healthy, and sustainable environment that exceeds expectations.

Vision

To make Sanford a premier City in which to live, work and play by embracing our diversity, celebrating our past and planning for our future.

Role of Planning & Development Services

The Planning and Development department is responsible for the administration of the City's Comprehensive Plan and Land Development Regulations.

Summary

Expenditures	2021 Actual	2022 Actual	2023 Budget	2024 Budget
Salaries	\$ 995,400	\$ 1,136,270	\$ 1,388,904	\$ 1,504,100
Benefits	388,734	482,267	674,289	739,396
Operating	326,106	216,421	375,154	305,634
Supplies	51,426	67,379	92,971	95,702
Debt service	-	4,518	-	-
Total	\$ 1,761,666	\$ 1,906,855	\$ 2,531,318	\$ 2,644,832

Funding Source				
Total	1,761,666	1,906,855	2,531,318	2,644,832
Total	\$ 1,761,666	\$ 1,906,855	\$ 2,531,318	\$ 2,644,832

Development Services as a percentage of General Fund

3.8%



Planning Division

The Planning Division provides guidance, reviews zoning and subdivision applications for the City. The division shapes public policy related to growth, preservation and development. It also advises and provides recommendations to the City Manager, City Commission, Planning Commission, Historic preservation Board, residents, the business community, and the public on current land use and development issues. The planning Division oversees all applications for the necessary permits needed to meet those requirements.

The Planning Division also maintains the Comprehensive Plan and Zoning ordinance as well as the maps that provide the policy and regulatory bases for land use and development as mandated by state and local laws. The division is committed to proactive, community based planning founded on public participation and promoting a well designed, physically-integrated, livable, sustainable, and prosperous City.

Summary

Expenditures	2021 Actual	2022 Actual	2023 Budget	2024 Budget
Salaries	\$ 555,715	\$ 712,242	\$ 848,976	\$ 970,402
Benefits	223,407	302,694	400,375	472,123
Operating	192,168	64,757	143,307	68,096
Supplies	38,013	40,806	54,638	58,444
Debt service	-	3,078	-	-
Total	\$ 1,009,303	\$ 1,123,577	\$ 1,447,296	\$ 1,569,065

Funding Source				
Total	1,009,303	1,123,577	1,447,296	1,569,065
Total	\$ 1,009,303	\$ 1,123,577	\$ 1,447,296	\$ 1,569,065

Our Accomplishments in 2022-23

- ❖ Created a new online interactive map for upcoming and ongoing development.
- ❖ Adopting the Georgetown Historic Districts and associated Schedule S changes.
- ❖ Generated and presented new downtown parking standards to the Commission.

Goals and Objectives for 2023-24

- ❖ Finalize a plan for a Goldsboro Overlay District.
- ❖ Digitize addressing files to provide easy access for other departments.

- ❖ Complete three additional LDR schedule updates.

Development Services - Planning Performance Measures

Activity	Actual 2020-2021	Actual 2021-2022	Expected 2022-2023	Proposed 2023-2024
Development Applications Processed	675	1,132	876	894
Total Permits Reviewed	6,802	7,568	7,509	7,293
Development Permits Issued	448	737	498	561
Development Fees	\$ 652,120	\$ 1,477,978	\$ 638,524	\$ 922,874

Authorized Positions

Full Time Equivalents	Funded 2022	Funded 2023	+/-	Funded 2024	Authorized & Unfunded
Development Services-Planning					
Executive Director of Development Services**	0.50	0.50	-	0.50	-
Planning Director	1.00	1.00	-	1.00	-
Planning Manager	1.00	1.00	-	1.00	-
Project Engineer	1.00	1.00	-	1.00	-
Planning Engineer	1.00	1.00	-	1.00	-
Senior Planner	2.00	2.00	-	2.00	-
Historic Preservation Planner	1.00	1.00	-	1.00	-
Planning Technician	1.00	1.00	-	1.00	-
Administrative Specialist I	1.00	1.00	-	1.00	-
Administrative Support Supervisor **	-	0.25	-	0.25	-
Administrative Coordinator	1.00	1.00	-	1.00	-
Development Services Inspector	-	1.00	-	1.00	-
Principal Planner	-	-	-	-	1.00
Intern	-	-	-	-	0.50
Total Full Time Equivalents	10.50	11.75	-	11.75	1.50

**Split between funds or departments/divisions

Planning

Account	Description	2020 Actual	2021 Actual	2022 Actual	2023 Budget	2024 Budget
Personnel Services						
001-1110-515.12-00	Regular Salaries & Wages	653,382	549,807	699,076	835,586	955,616
001-1110-515.12-02	Regular Salaries - Additional Pays	6,096	5,796	11,906	11,390	13,076
001-1110-515.12-06	Reg Salaries - Opt Out Health Insurance	-	-	1,250	1,500	1,500
001-1110-515.14-00	Overtime	293	112	10	500	210
001-1110-515.21-00	FICA/Medicare Taxes	44,593	39,968	50,388	65,189	74,316
001-1110-515.22-01	Retirement Contributions - FRS	76,923	83,565	99,431	129,227	200,560
001-1110-515.23-00	Medical Insurance	111,862	84,815	134,586	190,307	180,138
001-1110-515.23-02	Medical Insurance - Life & ST Disability	3,861	3,438	4,313	5,475	6,235
001-1110-515.24-00	Worker's Compensation	11,317	11,621	13,976	10,177	10,874
001-1110-515.25-00	Unemployment	3,575	-	-	-	-
	Subtotal Personnel Services	\$ 911,902	\$ 779,122	\$ 1,014,936	\$ 1,249,351	\$ 1,442,525
Operating						
001-1110-515.31-00	Professional Services	2,614	126,520	3,006	75,000	-
001-1110-515.34-00	Other Contractual Services	33,164	21,107	-	-	-
001-1110-515.40-00	Travel & Per Diem	15	-	582	7,000	9,000
001-1110-515.41-00	Communications Services	4,955	6,185	7,452	4,366	10,489
001-1110-515.42-00	Postage & Transportation	1,187	1,599	1,969	2,300	2,300
001-1110-515.44-00	Rentals & Leases	2,944	3,053	3,040	2,436	2,436
001-1110-515.44-10	Rentals & Leases/GASB87	-	-	5,096	-	-
001-1110-515.45-01	Insurance - Operating Liability	3,664	3,664	5,967	7,287	4,796
001-1110-515.45-02	Insurance - Auto Liability	215	215	369	315	466
001-1110-515.46-00	Repair & Maintenance Services	15,644	14,963	16,766	29,900	18,109
001-1110-515.47-00	Printing & Binding	2,817	2,807	5,663	3,353	4,000
001-1110-515.48-00	Promotional Activities	330	320	-	1,000	1,000
001-1110-515.49-00	Other Charges/Obligations	9,671	11,735	14,847	10,350	15,500
001-1110-515.51-00	Office Supplies	930	869	1,478	2,500	2,500
001-1110-515.52-00	Operating Supplies	15	3,716	2,419	6,400	5,800
001-1110-515.52-01	Operating Supplies - Gasoline/Diesel/Lubric	286	-	857	1,200	1,200
001-1110-515.52-05	Operating Supplies - Uniforms	1,097	854	1,082	1,650	2,225
001-1110-515.54-01	Books/Pubs/Subsc/Memb - Prof Dues	2,907	2,359	1,852	7,566	3,733
001-1110-515.54-02	Books/Pubs/Subsc/Memb -Conf/Seminar	500	80	2,222	3,500	7,300
001-1110-515.54-04	Books/Pubs/Subsc/Memb - School Tuition	-	-	-	-	1,000
001-1110-515.54-05	Books/Pubs/Subsc/Memb - Metro Plan	29,517	30,135	30,896	31,822	34,686
	Subtotal Operating	\$ 112,472	\$ 230,181	\$ 105,563	\$ 197,945	\$ 126,540
Debt service						
001-1110-515.71-01	Lease Payment/GASB87	-	-	2,892	-	-
001-1110-515.72-01	Int Payment/GASB87	-	-	186	-	-
	Subtotal Debt service	\$ -	\$ -	\$ 3,078	\$ -	\$ -
Total		\$ 1,024,374	\$ 1,009,303	\$ 1,123,577	\$ 1,447,296	\$ 1,569,065

Code Enforcement Division

Code Enforcement assists the citizens of Sanford in keeping their neighborhoods in compliance with City codes. Keeping properties code compliant protects and enhances property values and makes the City a more attractive place to live, work, and shop. Code Enforcement is primarily responsible for enforcement of most of the City's Code of Ordinances and Land Development Codes. The Code Enforcement office completes proactive inspections in the City and receives complaints from citizens with the goal of achieving cooperative compliance. Cases that go unresolved by the responsible party may go to the City's Special Magistrate for action.

Summary

Expenditures	2021 Actual	2022 Actual	2023 Budget	2024 Budget
Salaries	\$ 354,051	\$ 328,467	\$ 446,068	\$ 443,894
Benefits	132,910	139,552	234,099	222,397
Operating	126,192	141,708	219,768	226,456
Supplies	13,251	23,504	37,273	36,198
Debt service	-	957	-	-
Total	\$ 626,404	\$ 634,188	\$ 937,208	\$ 928,945

Funding Source				
Total	626,404	634,188	937,208	928,945
Total	\$ 626,404	\$ 634,188	\$ 937,208	\$ 928,945

Our Accomplishments in 2022-23

- ❖ Sanford became a regional training site for FACE.
- ❖ Implemented officers working nights and weekends.
- ❖ Expanded the Nuisance Abatement team.
- ❖ All officers completed the Civilian paring enforcement course.

Goals and Objectives for 2023-24

- ❖ All officers will earn Level 2 FACE certification.
- ❖ Implement the second round of officers working nights and weekends.
- ❖ Sanford will remain a regional training site for FACE.
- ❖ Officers will return to traditional style uniforms.

Development Services - Code Enforcement Performance Measures

Activity	Actual 2020-2021	Actual 2021-2022	Expected 2022-2023	Proposed 2023-2024
Number of code complaints received	1,196	1,248	1,018	1,154
Number of cases taken to Special Magistrate	369	194	306	289
Number of cases closed by compliance	1,043	1,949	900	1,297
Number of cases fine imposed	28	36	40	34
Total Funds Collected	\$ 224,240	\$ 238,811	\$ 208,624	\$ 223,891

Authorized Positions

Full Time Equivalents	Funded 2022	Funded 2023	+/-	Funded 2024	Authorized & Unfunded
Code Enforcement					
Executive Director of Development Services **	0.15	0.15	-	0.15	-
Administrative Coordinator	1.00	-	-	-	-
Administrative Support Supervisor **	-	0.50	-	0.50	-
Administrative Specialist I	1.00	1.00	-	1.00	-
Code Enforcement Officer	3.00	5.00	-	5.00	-
Code Enforcement Supervisor	1.00	1.00	-	1.00	-
Total Full Time Equivalents	6.15	7.65	-	7.65	-

**Split between funds or departments/divisions

Code Enforcement

Account	Description	2020 Actual	2021 Actual	2022 Actual	2023 Budget	2024 Budget
Personnel Services						
001-1103-519.12-00	Regular Salaries & Wages	289,322	351,222	322,398	438,728	432,804
001-1103-519.12-02	Regular Salaries - Additional Pays	10,965	1,163	-	1,240	90
001-1103-519.12-06	Reg Salaries - Opt Out Health Insurance	1,200	1,400	1,470	600	1,800
001-1103-519.14-00	Overtime	52	266	4,599	5,500	9,200
001-1103-519.21-00	FICA/Medicare Taxes	22,063	25,871	23,203	34,250	34,082
001-1103-519.22-01	Retirement Contributions - FRS	37,955	45,946	46,637	57,696	68,415
001-1103-519.23-00	Medical Insurance	56,703	51,353	62,883	134,320	108,952
001-1103-519.23-02	Medical Insurance - Life & ST Disability	1,936	1,920	1,741	2,864	2,829
001-1103-519.24-00	Worker's Compensation	3,882	4,795	4,687	4,969	8,119
001-1103-519.25-00	Unemployment	275	3,025	401	-	-
	Subtotal Personnel Services	\$ 424,353	\$ 486,961	\$ 468,019	\$ 680,167	\$ 666,291
Operating						
001-1103-519.31-00	Professional Services	10,053	45,479	12,979	15,500	15,500
001-1103-519.34-00	Other Contractual Services	-	-	-	-	17,130
001-1103-519.34-01	Other Contractual Services - Lot Mowing	51,110	36,745	35,125	54,000	50,000
001-1103-519.34-02	Other Contractual Services - Demolition	7,350	-	35,955	80,000	80,000
001-1103-519.40-00	Travel & Per Diem	30	-	31	7,000	7,000
001-1103-519.41-00	Communications Services	7,376	8,155	8,813	9,736	9,170
001-1103-519.42-00	Postage & Transportation	4,404	6,290	8,567	8,000	8,000
001-1103-519.44-00	Rentals & Leases	849	958	945	958	958
001-1103-519.44-10	Rentals & Leases/GASB87	-	-	1,584	-	-
001-1103-519.45-01	Insurance - Operating Liability	2,388	2,388	3,724	4,494	3,108
001-1103-519.45-02	Insurance - Auto Liability	1,116	1,116	2,201	1,880	2,587
001-1103-519.46-00	Repair & Maintenance Services	15,822	14,173	20,056	25,000	18,028
001-1103-519.47-00	Printing & Binding	907	2,246	2,431	1,200	1,475
001-1103-519.49-00	Other Charges/Obligations	6,673	8,642	9,297	12,000	13,500
001-1103-519.51-00	Office Supplies	1,968	3,122	2,761	3,000	3,000
001-1103-519.52-00	Operating Supplies	456	1,144	1,665	3,000	3,000
001-1103-519.52-01	Operating Supplies - Gasoline/Diesel/Lubric	3,455	3,709	12,635	15,248	12,723
001-1103-519.52-05	Operating Supplies - Uniforms	442	2,276	2,118	5,500	6,000
001-1103-519.54-01	Books/Pubs/Subsc/Memb - Prof Dues	1,030	400	480	1,000	1,675
001-1103-519.54-02	Books/Pubs/Subsc/Memb -Conf/Seminar	597	2,600	3,845	3,675	5,250
001-1103-519.55-00	Training	-	-	-	5,850	4,550
	Subtotal Operating	\$ 116,026	\$ 139,443	\$ 165,212	\$ 257,041	\$ 262,654
Debt service						
001-1103-519.71-01	Lease Payment/GASB87	-	-	899	-	-
001-1103-519.72-01	Int Payment/GASB87	-	-	58	-	-
	Subtotal Debt service	\$ -	\$ -	\$ 957	\$ -	\$ -
Total		\$ 540,379	\$ 626,404	\$ 634,188	\$ 937,208	\$ 928,945

Business Tax Receipts Division

The Business Tax Receipts division is the collection and assessment point for business tax revenue. The conduct of businesses in the City is regulated by verification of compliance with State statutes and licensing requirements.

Summary

Expenditures	2021 Actual	2022 Actual	2023 Budget	2024 Budget
Salaries	\$ 85,634	\$ 95,561	\$ 93,860	\$ 89,804
Benefits	32,417	40,021	39,815	44,876
Operating	7,746	9,956	12,079	11,082
Supplies	162	3,069	1,060	1,060
Debt service	-	483	-	-
Total	\$ 125,959	\$ 149,090	\$ 146,814	\$ 146,822

Funding Source				
Total	125,959	149,090	146,814	146,822
Total	\$ 125,959	\$ 149,090	\$ 146,814	\$ 146,822

Our Accomplishments in 2022-23

- ❖ Transitioned from the Building Department to Development Services.

Goals and Objectives for 2023-24

- ❖ Migrate to Central Square platform.
- ❖ Participate in SIBTR program.

Development Services - Business Tax Receipts

Performance Measures

Activity	Actual 2020-2021	Actual 2021-2022	Expected 2021-2022	Proposed 2023-2024
Business Tax Receipts billed	2,673	2,693	2,800	2,722
Business Tax Receipts second notices	546	1,267	1,300	1,037
Tax Due Notices to collections	115	167	100	100

Authorized Positions

Full Time Equivalents	Funded 2022	Funded 2023	+/-	Funded 2024	Authorized & Unfunded
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Business Tax Receipts					
Deputy Building Official **	0.05	0.05	-	0.05	-
Permit/Licensing Coordinator **	-	-	-	-	-
Information and Licensing Coordinator	1.00	1.00	-	1.00	-
Permit Coordinator **	0.09	0.09	-	0.09	-
Administrative Specialist III **	0.10	0.10	-	0.10	-
Total Full Time Equivalents	1.24	1.24	-	1.24	-

**Split between funds or departments/divisions

Business Tax Receipts

Account	Description	2020 Actual	2021 Actual	2022 Actual	2023 Budget	2024 Budget
Personnel Services						
001-1101-513.12-00	Regular Salaries & Wages	78,253	84,629	94,902	92,668	89,168
001-1101-513.12-02	Regular Salaries - Additional Pays	30	30	29	-	-
001-1101-513.12-06	Reg Salaries - Opt Out Health Insurance	27	36	96	192	36
001-1101-513.14-00	Overtime	501	939	534	1,000	600
001-1101-513.21-00	FICA/Medicare Taxes	5,501	5,918	6,450	7,207	6,896
001-1101-513.22-01	Retirement Contributions - FRS	7,075	8,753	10,270	10,568	16,351
001-1101-513.23-00	Medical Insurance	17,166	16,873	22,454	21,265	20,672
001-1101-513.23-02	Medical Insurance - Life & ST Disability	480	510	617	600	579
001-1101-513.24-00	Worker's Compensation	288	363	230	175	378
	Subtotal Personnel Services	\$ 109,321	\$ 118,051	\$ 135,582	\$ 133,675	\$ 134,680
Operating						
001-1101-513.34-00	Other Contractual Services	-	-	-	250	250
001-1101-513.40-00	Travel & Per Diem	-	-	-	1,000	1,000
001-1101-513.41-00	Communications Services	185	135	98	180	180
001-1101-513.42-00	Postage & Transportation	934	912	792	1,300	1,300
001-1101-513.44-00	Rentals & Leases	381	490	477	730	730
001-1101-513.44-10	Rentals & Leases/GASB87	-	-	800	-	-
001-1101-513.45-01	Insurance - Operating Liability	21	21	19	19	22
001-1101-513.46-00	Repair & Maintenance Services	7	-	-	-	-
001-1101-513.47-00	Printing & Binding	448	440	621	600	600
001-1101-513.49-00	Other Charges/Obligations	8,182	5,748	7,149	8,000	7,000
001-1101-513.51-00	Office Supplies	256	12	-	260	260
001-1101-513.52-00	Operating Supplies	-	150	2,378	250	250
001-1101-513.52-01	Operating Supplies - Gasoline/Diesel/Lubric	-	-	326	-	-
001-1101-513.54-01	Books/Pubs/Subsc/Memb - Prof Dues	50	-	50	50	50
001-1101-513.54-02	Books/Pubs/Subsc/Memb -Conf/Seminar	-	-	315	500	500
	Subtotal Operating	\$ 10,464	\$ 7,908	\$ 13,025	\$ 13,139	\$ 12,142
Debt service						
001-1101-513.71-01	Lease Payment/GASB87	-	-	454	-	-
001-1101-513.72-01	Int Payment/GASB87	-	-	29	-	-
	Subtotal Debt service	\$ -	\$ -	\$ 483	\$ -	\$ -
Total		\$ 119,785	\$ 125,959	\$ 149,090	\$ 146,814	\$ 146,822

Building Division & Building Inspection Fund

Responsible for routing and issuing permits for all vertical construction throughout the city. Responsible for all plan review and inspections for all the applicable trades involved, by being assured that all pertinent codes and state statutes are followed and that all contractors are properly licensed and insured. While the Building Inspection Fund resides in the Development Services Department operationally, it is 100% funded by fee revenues and contained in its own fund as required by Florida Statue.

Summary

Expenditures	2021 Actual	2022 Actual	2023 Budget	2024 Budget
Salaries	\$ 649,862	\$ 683,112	\$ 880,181	\$ 930,577
Benefits	222,586	258,242	358,605	444,185
Operating	646,263	557,944	593,130	563,518
Supplies	40,415	35,828	42,042	45,847
Capital	40,688	47,913	37,000	-
Debt service	-	3,989	-	-
Transfers	-	(16,235)	1,669,540	150,854
Total	\$ 1,599,814	\$ 1,570,793	\$ 3,580,498	\$ 2,134,981

Our Accomplishments in 2022-23

- ❖ Finalized the design of the breezeway expansion.
- ❖ Implemented strategy to reduce the Building Fund reserves.
- ❖ Approved Central Square application to replace Citizenserve.

Goals and Objectives for 2023-24

- ❖ Complete scanning of records.
- ❖ Begin construction of breezeway expansion.
- ❖ Implement Central Square permitting software.

Development Services - Building Performance Measures

Activity	Actual 2020-2021	Actual 2021-2022	Expected 2022-2023	Proposed 2023-2024
Total Inspections	21,292	19,085	18,775	17,210
Total Building Permits	5,742	5,758	5,180	4,917
Residential Valuation History	153,781,781	137,045,381	113,487,550	110,658,041
Commerical Valuation History	193,387,548	247,717,173	240,945,499	220,128,947
Total Plan Reviews Conducted	3,885	3,999	3,275	2,998

Authorized Positions

Full Time Equivalents	Funded 2022	Funded 2023	+/-	Funded 2024	Authorized & Unfunded
Building Inspection Fund					
Executive Director of Development Services **	0.35	0.35	-	0.35	-
Building Official **	1.00	1.00	-	1.00	-
Deputy Building Official **	0.95	0.95	-	0.95	-
Plans Examiner	2.00	2.00	-	2.00	-
Building Codes Inspector I	1.00	1.00	-	1.00	-
Building Codes Inspector II	1.00	1.00	-	1.00	1.00
Building Codes Inspector III	2.00	2.00	-	2.00	-
Information and Licensing Coordinator **	-	-	-	-	-
Permit Technician II	-	-	-	-	1.00
Permit Coordinator **	2.91	2.91	-	2.91	-
Administrative Support Supervisor **	-	0.25	-	0.25	-
Administrative Specialist I	-	1.00	-	1.00	-
Administrative Specialist III **	0.90	0.90	-	0.90	-
Total Full Time Equivalents	12.11	13.36	-	13.36	2.00

**Split between funds or departments/divisions

The budget for Building Inspection Fund is located in the Special Revenue Fund section of this budget document.

POLICE DEPARTMENT



*The Police Department has two police officers assigned to the CRA that are not represented here.

Mission Statement

It is the mission of the Sanford Police Department to enhance the quality of life in our city by working in partnership with the community, within the framework of the constitution, to enforce the laws, preserve the peace, reduce fear, and provide a safe environment.

Vision

The Sanford Police Department, in partnership with the community, is committed to providing and maintaining a highly motivated, professional police agency, thereby making our neighborhoods safe to all.

Values

- Honesty and integrity in personal and professional relationships.
- Respect for the worth and dignity of persons, freedoms and property.
- Moral conviction to excellence in service through tolerance and hard work.
- Positive enthusiasm, recognizing and welcoming creativity and warranted change.
- Faith and support of the constitution and the laws associated with our chosen profession.
- Courage to officiate duties regardless of ridicule, scorn or danger.

Summary

Expenditures	2021 Actual	2022 Actual	2023 Budget	2024 Budget
Salaries	\$ 9,801,445	\$ 10,326,502	\$ 11,083,151	\$ 12,172,039
Benefits	4,646,768	4,730,068	5,867,972	6,748,981
Operating	2,081,395	2,142,607	2,641,412	2,764,467
Supplies	712,117	807,452	817,027	901,147
Total	\$ 17,241,725	\$ 18,006,629	\$ 20,409,562	\$ 22,586,634

Funding Source				
Total	17,241,725	18,006,629	20,409,562	22,586,634
Total	\$ 17,241,725	\$ 18,006,629	\$ 20,409,562	\$ 22,586,634

Police Department as a percentage of General Fund

32.8%



With a total workforce of 165.95 employees, 145 of which are sworn officers, the Police Department is the largest department in number of employees. This reflects the nature of this 24/7 operation and the deep commitment of our citizens to a safe community.

A Fully Accredited Police Department

The Sanford Police Department has been accredited through the Commission for Florida Law Enforcement Accreditation since February 2005. Accreditation has long been recognized as a means of maintaining the highest standards of professionalism. Accreditation is the certification by an independent reviewing authority that an entity has met specific requirements and prescribed standards. Schools, universities, and hospitals are some of the most well-known organizations that are required to maintain accreditation. Since 1993 law enforcement agencies in Florida have attained accredited status through the Commission for Florida Law Enforcement Accreditation, Inc. To maintain law enforcement accreditation, the Sanford Police Department is required to comply with over 250 professional standards of performance.

Police Department Combined

Account	Description	2020 Actual	2021 Actual	2022 Actual	2023 Budget	2024 Budget
Personnel Services						
001-2020-521.12-00	Regular Salaries & Wages	9,054,209	9,007,911	9,385,667	10,199,048	11,094,610
001-2020-521.12-02	Regular Salaries - Additional Pays	143,644	145,940	134,548	164,172	200,071
001-2020-521.12-05	Regular Salaries - Incentive Bonus	-	-	-	2,340	3,510
001-2020-521.12-06	Reg Salaries - Opt Out Health Insurance	15,965	18,455	19,995	15,608	15,210
001-2020-521.13-00	Part Time Wages	-	-	-	46,392	101,062
001-2020-521.14-00	Overtime	491,458	500,284	657,803	508,950	648,375
001-2020-521.15-00	Special Pay	37,198	44,895	41,373	53,977	33,151
001-2020-521.15-02	Special Pay - Police State Incentive	79,879	83,960	87,116	92,664	76,050
001-2020-521.21-00	FICA/Medicare Taxes	723,308	721,805	746,404	847,030	930,662
001-2020-521.22-01	Retirement Contributions - FRS	1,071,846	1,141,398	1,281,812	1,505,232	1,969,929
001-2020-521.22-02	Retirement Contributions - Police Pension	932,416	861,181	359,136	594,207	860,343
001-2020-521.22-06	Retirement Contributions - City Cont 457	24,231	23,192	24,000	5,255	25,928
001-2020-521.23-00	Medical Insurance	1,758,521	1,526,575	1,936,671	2,660,491	2,521,213
001-2020-521.23-02	Medical Insurance - Life & ST Disability	24,016	24,646	26,337	33,332	36,497
001-2020-521.24-00	Worker's Compensation	290,221	345,016	355,708	222,425	404,409
001-2020-521.25-00	Unemployment Compensation	2,718	2,955	-	-	-
	Subtotal Personnel Services	\$ 14,649,630	\$ 14,448,213	\$ 15,056,570	\$ 16,951,123	\$ 18,921,020
Operating						
001-2020-521.31-00	Professional Services	30,745	36,602	33,034	4,300	4,300
001-2020-521.34-00	Other Contractual Services	647,103	691,663	611,359	769,628	793,800
001-2020-521.40-00	Travel & Per Diem	17,332	11,324	28,400	33,805	21,300
001-2020-521.41-00	Communications Services	231,191	233,087	238,054	218,018	244,575
001-2020-521.42-00	Postage & Transportation	1,387	1,545	4,072	2,651	4,732
001-2020-521.43-00	Utility Services	82,734	93,541	115,343	96,474	115,368
001-2020-521.44-00	Rentals & Leases	163,151	176,628	171,900	264,137	268,004
001-2020-521.45-01	Insurance - Operating Liability	95,942	87,108	90,997	119,512	110,775
001-2020-521.45-02	Insurance - Auto Liability	44,735	60,158	79,012	75,885	110,775
001-2020-521.46-00	Repair & Maintenance Services	619,797	622,500	675,070	880,214	941,831
001-2020-521.47-00	Printing & Binding	14,458	9,006	11,945	19,038	19,275
001-2020-521.48-00	Promotional Activities	27,547	16,080	20,601	40,000	40,000
001-2020-521.49-00	Other Charges/Obligations	28,464	42,153	62,820	117,750	89,732
001-2020-521.51-00	Office Supplies	21,182	14,075	9,901	30,266	31,786
001-2020-521.52-00	Operating Supplies	174,207	214,365	201,727	214,371	240,360
001-2020-521.52-01	Operating Supplies - Gasoline/Diesel/Lubric	284,181	320,543	463,724	393,493	463,724
001-2020-521.52-05	Operating Supplies - Uniforms	101,996	111,392	84,002	130,852	123,116
001-2020-521.54-01	Books/Pubs/Subsc/Memb - Prof Dues	5,401	4,745	6,626	11,470	8,885
001-2020-521.54-02	Books/Pubs/Subsc/Memb -Conf/Seminar	23,334	25,710	22,473	7,800	16,500
001-2020-521.54-03	Books/Pubs/Subsc/Memb - Subscriptions	-	372	2,499	5,000	2,500
001-2020-521.54-04	Books/Pubs/Subsc/Memb - Subscriptions	24,241	20,915	16,500	23,775	14,276
	Subtotal Operating	\$ 2,639,128	\$ 2,793,512	\$ 2,950,059	\$ 3,458,439	\$ 3,665,614
Total		\$ 17,288,758	\$ 17,241,725	\$ 18,006,629	\$ 20,409,562	\$ 22,586,634

Administration

The Administration Division provides overall leadership, management, and administration of the Police Department. In alignment with the City Commission and City Manager's goals, the Chief of Police provides the overall leadership, direction, and vision for the Police Department. In alignment with the Chief of Police's expectations, the Deputy Chief of Police oversees the day to day efficient and effective operation of the Police Department. The Administrative Coordinator, reporting directly to the Chief of Police, coordinates a wide array of personnel administration duties. The Administrative Services Manager is responsible for preparing the annual budget, purchasing, property management, grant writing. The Public Information Officer reports directly to the Chief of Police and manages all communications with the public via all forms of the media including a wide array of social media sites, facility and fleet management, police radio management, and oversees the Records Unit and accreditation. The Accreditation Manager coordinates and facilitates the Police Department's continued compliance with 250 plus Commission for Florida Law Enforcement accreditation standards of performance excellence.

Summary

Expenditures	2021 Actual	2022 Actual	2023 Budget	2024 Budget
Salaries	\$ 708,216	\$ 819,038	\$ 865,169	\$ 980,573
Benefits	306,249	418,787	470,544	515,842
Operating	454,704	459,420	574,090	582,862
Supplies	91,481	71,148	63,877	88,766
Debt service	-	3,501	-	-
Total	\$ 1,560,650	\$ 1,771,894	\$ 1,973,680	\$ 2,168,043

Funding Source				
Total	1,560,650	1,771,894	1,973,680	2,168,043
Total	\$ 1,560,650	\$ 1,771,894	\$ 1,973,680	\$ 2,168,043

Our Accomplishments in 2022-23

- ❖ Implementation of Sanford Police Department drone program.
- ❖ Maintained Community Outreach levels achieved in 2021 in all zones.
- ❖ Conducted an agency-wide FIBRS/NIBRS training in preparation for the statewide transition.
- ❖ Conducted ten targeted traffic operations focusing on pedestrian, cyclist, motorist, and officer safety.

- ❖ Criminal Investigations Section conducted five operations throughout the City of Sanford in an effort to deter Part I crimes.

Goals and Objectives for 2023-24

- ❖ Reduce Part I Crime by 1% for the year.
- ❖ Activate kiosk station for citizen submission of 'over with reports' utilizing SCSO report submission software.
- ❖ The Criminal Investigations Section will conduct five proactive operations throughout the City of Sanford.
- ❖ Procure and implement FTO software for streamlined communication and evaluation of new employees.
- ❖ Watch Commanders will organize and conduct squad-wide walk and talks in at least one neighborhood per quarter.

Police - Administration Performance Measures				
Activity	Actual 2020-2021	Actual 2021-2022	Expected 2022-2023	Proposed 2023-2024
Internal Complaints	30	35	30	30
Citizen Complaints	11	6	5	5
Crimes Analyst Inquiries	269	2,082	2,100	2,165
Number of Officer Body Cameras Deployed	128	144	144	144
Number of CRU Outreach Events/Meetings	391	504	510	515
Training Hours	3,000	3,000	3,000	3,000
FTO Training Hours	5,000	5,000	5,000	5,000

Authorized Positions

Full Time Equivalents	Funded 2022	Funded 2023	+/-	Funded 2024	Authorized & Unfunded
Police - Administration					
Police Chief	1.00	1.00	-	1.00	-
Deputy Police Chief	1.00	1.00	-	1.00	-
Captain **	0.34	-	-	-	-
Public Information Officer **	0.95	0.95	-	0.95	-
Support Services Supervisor	-	-	-	-	1.00
Administrative Services Manager	1.00	1.00	-	1.00	-
Accreditation Manager	1.00	1.00	-	1.00	-
Crime Analyst	1.00	1.00	-	1.00	-
Officer	1.00	-	-	-	-
Records Supervisor	1.00	1.00	-	1.00	-
Administrative Coordinator	1.00	1.00	-	1.00	-
Fiscal Technician	1.00	1.00	-	1.00	-
Records Technician	3.00	3.00	-	3.00	-
Administrative Specialist I	-	-	-	-	1.00
Custodial Worker I	2.00	2.00	-	2.00	-
Total Full Time Equivalents	15.29	13.95	-	13.95	2.00

**Split between funds or departments/divisions

Police Administration

Account	Description	2020 Actual	2021 Actual	2022 Actual	2023 Budget	2024 Budget
Personnel Services						
001-2022-521.12-00	Regular Salaries & Wages	718,239	693,157	791,698	797,358	847,804
001-2022-521.12-02	Regular Salaries - Additional Pays	3,822	3,895	3,540	2,262	4,017
001-2022-521.12-06	Reg Salaries - Opt Out Health Insurance	1,365	950	-	398	-
001-2022-521.13-00	Part Time Wages	-	-	-	46,392	101,062
001-2022-521.14-00	Overtime	8,799	7,620	20,370	16,575	24,375
001-2022-521.15-00	Special Pay	-	342	1,004	1,014	975
001-2022-521.15-02	Special Pay - Police State Incentive	2,172	2,252	2,426	1,170	2,340
001-2022-521.21-00	FICA/Medicare Taxes	53,491	51,244	56,446	65,099	74,243
001-2022-521.22-01	Retirement Contributions - FRS	42,919	58,038	88,558	100,336	145,675
001-2022-521.22-02	Retirement Contributions - Police Pension	25,218	17,518	26,379	24,580	-
001-2022-521.22-06	Retirement Contributions - City Cont 457	24,231	23,192	24,000	5,255	25,928
001-2022-521.23-00	Medical Insurance	156,765	137,786	203,336	260,284	246,769
001-2022-521.23-02	Medical Insurance - Life & ST Disability	4,190	3,946	4,760	5,515	6,256
001-2022-521.24-00	Worker's Compensation	11,680	14,525	15,239	9,475	16,971
001-2022-521.25-00	Unemployment Compensation	-	-	69	-	-
	Subtotal Personnel Services	\$ 1,052,891	\$ 1,014,465	\$ 1,237,825	\$ 1,335,713	\$ 1,496,415
Operating						
001-2022-521.31-00	Professional Services	29,332	32,940	31,857	300	300
001-2022-521.34-00	Other Contractual Services	1,303	24,763	434	35,828	35,000
001-2022-521.40-00	Travel & Per Diem	6,053	4,992	2,897	7,000	7,000
001-2022-521.41-00	Communications Services	26,868	24,209	32,515	25,691	31,751
001-2022-521.42-00	Postage & Transportation	1,278	1,296	4,062	2,651	4,732
001-2022-521.43-00	Utility Services	82,734	93,541	115,343	96,474	115,368
001-2022-521.44-00	Rentals & Leases	13,960	15,588	12,131	42,342	42,342
001-2022-521.44-10	Rentals & Leases/GASB87	-	-	5,798	-	-
001-2022-521.45-01	Insurance - Operating Liability	95,942	87,108	90,997	119,512	110,775
001-2022-521.45-02	Insurance - Auto Liability	1,789	2,406	3,160	3,035	4,430
001-2022-521.46-00	Repair & Maintenance Services	119,332	125,732	116,110	178,362	182,300
001-2022-521.47-00	Printing & Binding	4,543	2,389	3,793	4,230	3,520
001-2022-521.48-00	Promotional Activities	22,029	15,991	20,601	40,000	25,000
001-2022-521.49-00	Other Charges/Obligations	17,467	23,749	19,722	18,665	20,344
001-2022-521.51-00	Office Supplies	7,471	6,805	3,304	13,775	15,200
001-2022-521.52-00	Operating Supplies	27,931	39,561	21,350	16,012	26,292
001-2022-521.52-01	Operating Supplies - Gasoline/Diesel/Lubric	28,238	31,497	28,973	18,990	28,974
001-2022-521.52-05	Operating Supplies - Uniforms	5,770	4,177	2,777	4,000	6,000
001-2022-521.54-01	Books/Pubs/Subsc/Memb - Prof Dues	3,965	4,140	3,070	4,700	5,500
001-2022-521.54-02	Books/Pubs/Subsc/Memb - Conf/Seminar	12,367	4,695	1,375	3,800	3,800
001-2022-521.54-03	Books/Pubs/Subsc/Memb - Subscriptions	-	-	2,499	-	-
001-2022-521.54-04	Books/Pubs/Subsc/Memb - School Tuition	-	606	7,800	2,600	3,000
	Subtotal Operating	\$ 508,372	\$ 546,185	\$ 530,568	\$ 637,967	\$ 671,628
Debt service						
001-2022-521.71-01	Lease Payment/GASB87	-	-	3,290	-	-
001-2022-521.72-01	Int Payment/GASB87	-	-	211	-	-
	Subtotal Debt service	\$ -	\$ -	\$ 3,501	\$ -	\$ -
Total		\$ 1,561,263	\$ 1,560,650	\$ 1,771,894	\$ 1,973,680	\$ 2,168,043

Patrol Operations

The Patrol Division is committed to preventing and reducing crime, protecting our citizens from harm and providing assistance to those in need. They are responsible for general field operations, including the protection of life and property, the apprehension of criminals, and the enforcement of state and municipal traffic laws. Community Service Officers (CSOs) respond to minor crime scenes, traffic crashes, and conduct initial scene investigation and evidence processing. With CSO's responding to some of the non-emergency calls, sworn officers are available for emergency calls which allows for quicker response times and more time with victims. The Traffic Unit provides traffic control for the City by writing citations for traffic violations, working traffic crashes, and conducting traffic homicide investigations. The Traffic Unit is also responsible for conducting speed assessments, traffic control inquiries, and planning.

Summary

Expenditures	2021 Actual	2022 Actual	2023 Budget	2024 Budget
Salaries	\$ 4,337,460	\$ 5,221,451	\$ 5,491,198	\$ 6,100,961
Benefits	2,128,755	2,389,983	2,887,421	3,379,502
Operating	1,219,596	1,282,305	1,468,300	1,572,852
Supplies	365,804	426,914	448,728	485,352
Debt service	-	1,446	-	-
Total	\$ 8,051,615	\$ 9,322,099	\$ 10,295,647	\$ 11,538,667

Funding Source				
Total	8,051,615	9,322,099	10,295,647	11,538,667
Total	\$ 8,051,615	\$ 9,322,099	\$ 10,295,647	\$ 11,538,667

Our Accomplishments in 2022-23

- ❖ Implemented new drone program including two drones and one licensed pilot.
- ❖ K9 teams participated in 30 demonstrations including the citizens academy.
- ❖ Our FDLE certified K9 trainers hosted two schools training K9 teams for other local municipalities.
- ❖ Inspected 113 golf carts for new registrations.
- ❖ Increased community outreach by over 13% as compared to 2021.

Goals and Objectives for 2023-24

- ❖ Grow drone program by training and licensing additional pilots.
- ❖ Maintain community outreach levels reached in 2022.
- ❖ Conduct at least one DUI targeted operation per quarter.
- ❖ Conduct ten traffic operations targeting pedestrian, bicycle, motorists, and officer safety.
- ❖ Reduce part one crimes by 1%.

Police - Patrol Operations Performance Measures

Activity	Actual 2020-2021	Actual 2021-2022	Expected 2022-2023	Proposed 2023-2024
Total Call for Service	120,185	117,715	120,000	123,000
Officer Initiated Calls	51,416	46,626	50,000	52,000
# Citations/Warnings Issued	13,879	11,595	13,000	14,000
# Part 1 Crimes	1,739	2,152	2,500	2,900
Total Number of Reports Generated	24,499	31,395	35,000	39,000
Average Response Time to Priority 1 Calls (min)	7.32	4.80	5.00	5.00
Citations Issued	14,732	11,343	11,910	12,505

Authorized Positions

Full Time Equivalents	Funded 2022	Funded 2023	+/-	Funded 2024	Authorized & Unfunded
Police - Patrol					
Sergeant	8.00	8.00	-	8.00	2.00
Captain	1.00	1.00	-	1.00	-
Lieutenant	3.00	4.00	-	4.00	-
Administrative Coordinator	1.00	1.00	-	1.00	-
Community Service Officer	6.00	6.00	-	6.00	-
Officer	55.00	61.00	-	61.00	-
Officer - Cops Grant Funded	3.00	-	-	-	-
Total Full Time Equivalents	77.00	81.00	-	81.00	2.00

Patrol

Account	Description	2020 Actual	2021 Actual	2022 Actual	2023 Budget	2024 Budget
Personnel Services						
001-2023-521.12-00	Regular Salaries & Wages	3,788,780	3,803,518	4,683,058	5,047,533	5,562,273
001-2023-521.12-02	Regular Salaries - Additional Pays	71,921	77,592	87,033	99,295	123,162
001-2023-521.12-06	Reg Salaries - Opt Out Health Insurance	4,700	6,400	10,500	11,700	10,530
001-2023-521.14-00	Overtime	203,209	236,264	352,989	243,750	351,000
001-2023-521.15-00	Special Pay	13,314	14,460	19,380	33,462	16,088
001-2023-521.15-02	Special Pay - Police State Incentive	31,135	34,585	45,777	55,458	37,908
001-2023-521.21-00	FICA/Medicare Taxes	301,930	306,095	373,141	420,195	466,851
001-2023-521.22-01	Retirement Contributions - FRS	577,980	618,137	732,172	838,466	1,106,151
001-2023-521.22-02	Retirement Contributions - Police Pension	279,324	273,143	140,829	244,103	370,082
001-2023-521.23-00	Medical Insurance	759,147	675,331	951,209	1,255,052	1,209,262
001-2023-521.23-02	Medical Insurance - Life & ST Disability	9,181	9,972	12,150	14,444	15,913
001-2023-521.24-00	Worker's Compensation	126,177	154,275	185,452	115,161	211,243
001-2023-521.25-00	Unemployment Compensation	2,718	1,908	-	-	-
	Subtotal Personnel Services	\$ 6,169,516	\$ 6,211,680	\$ 7,593,690	\$ 8,378,619	\$ 9,480,463
Operating						
001-2023-521.31-00	Professional Services	1,413	3,662	1,177	4,000	4,000
001-2023-521.34-00	Other Contractual Services	645,800	666,900	607,901	733,800	728,800
001-2023-521.41-00	Communications Services	133,932	144,985	131,923	120,360	131,923
001-2023-521.42-00	Postage & Transportation	83	-	-	-	-
001-2023-521.44-00	Rentals & Leases	1,333	1,442	1,729	47,604	48,362
001-2023-521.44-10	Rentals & Leases/GASB87	-	-	2,395	-	-
001-2023-521.45-02	Insurance - Auto Liability	25,498	34,289	45,035	43,253	63,139
001-2023-521.46-00	Repair & Maintenance Services	341,033	359,797	481,370	507,499	585,344
001-2023-521.47-00	Printing & Binding	3,819	3,929	4,956	7,444	6,944
001-2023-521.48-00	Promotional Activities	186	-	-	-	-
001-2023-521.49-00	Other Charges/Obligations	2,971	4,592	5,819	4,340	4,340
001-2023-521.51-00	Office Supplies	2,784	328	1,119	3,358	3,450
001-2023-521.52-00	Operating Supplies	87,933	116,856	105,219	122,244	126,151
001-2023-521.52-01	Operating Supplies - Gasoline/Diesel/Lubric	142,799	161,373	255,751	207,274	255,751
001-2023-521.52-05	Operating Supplies - Uniforms	79,029	89,914	69,643	115,852	100,000
001-2023-521.54-01	Books/Pubs/Subsc/Memb - Prof Dues	-	-	320	-	-
001-2023-521.54-02	Books/Pubs/Subsc/Memb -Conf/Seminar	597	2,390	450	-	-
001-2023-521.54-03	Books/Pubs/Subsc/Memb - Subscriptions	-	276	-	-	-
001-2023-521.54-04	Books/Pubs/Subsc/Memb - School Tuition	(1,500)	(5,333)	(5,588)	-	-
	Subtotal Operating	\$ 1,467,710	\$ 1,585,400	\$ 1,709,219	\$ 1,917,028	\$ 2,058,204
Debt service						
001-2023-521.71-01	Lease Payment/GASB87	-	-	1,359	-	-
001-2023-521.72-01	Int Payment/GASB87	-	-	87	-	-
	Subtotal Debt service	\$ -	\$ -	\$ 1,446	\$ -	\$ -
Total		\$ 7,637,226	\$ 7,797,080	\$ 9,304,355	\$ 10,295,647	\$ 11,538,667

Police COPS Grant

Account	Description	2020 Actual	2021 Actual	2022 Actual	2023 Budget	2024 Budget
Personnel Services						
001-2029-521.12-00	Regular Salaries & Wages	119,516	149,339	9,419	-	-
001-2029-521.12-02	Regular Salaries - Additional Pays	2,414	4,387	2,609	-	-
001-2029-521.14-00	Overtime	7,931	8,683	9,881	-	-
001-2029-521.15-00	Special Pay	813	1,002	29	-	-
001-2029-521.15-02	Special Pay - Police State Incentive	766	1,230	776	-	-
001-2029-521.21-00	FICA/Medicare Taxes	9,871	12,366	1,506	-	-
001-2029-521.22-01	Retirement Contributions - FRS	29,987	37,254	(918)	-	-
001-2029-521.23-00	Medical Insurance	30,207	33,767	(6,195)	-	-
001-2029-521.23-02	Medical Insurance - Life & ST Disability	248	331	(98)	-	-
001-2029-521.24-00	Worker's Compensation	4,074	6,176	735	-	-
	Subtotal Personnel Services	\$ 205,827	\$ 254,535	\$ 17,744	\$ -	\$ -
Total		\$ 205,827	\$ 254,535	\$ 17,744	\$ -	\$ -

Strategic Services

The Strategic Services Division consists of Investigations, Neighborhood Response Unit, and Crime Scene Technicians. The Investigations Unit is responsible for the active investigation of reported crimes by both overt and covert methods. These actions result in the apprehension and arrest of offenders. The Neighborhood Response Unit is comprised of Uniformed Tactical Investigators who primarily focus on violent crimes and quality of life issues surrounding vice and narcotic offenses occurring within and around the city. The Crime Scene Unit is responsible for documenting crime scenes and major traffic crashes; identifying, collecting, and preserving evidence. The Traffic Unit provides traffic control for the City by writing citations for traffic violations, working traffic crashes and conducting traffic homicide investigations. The Traffic Unit is also responsible for conducting speed assessments, traffic control inquiries, and planning. The Community Relations Unit enhances communication and relations between the police and citizens, as well as our businesses. They are here to help communities establish active Neighborhood Watch programs, assist businesses and homeowners with preventing crime, and work with the patrol officers to address neighborhood issues and facilitates problem-solving methods. The Community Relations Unit also specializes in response to the needs of the homeless, elder services, and Hispanic outreach. The 13 School Resource Officers are assigned to assist school administrators and staff, students, parents, and nearby residents in ensuring that the school environment remains safe from crime and disorder. There is now at least one full time Resource Officer in each of the 10 public schools. The Volunteer Unit allows law enforcement officers to focus on policing and enforcement activities by providing supplemental non-enforcement support services. The volunteer members assist our Department in a wide range of roles and functions including Citizens on Patrol, and Assistance with administrative duties.

Summary

Expenditures	2021 Actual	2022 Actual	2023 Budget	2024 Budget
Salaries	\$ 3,677,293	\$ 2,814,043	\$ 2,742,985	\$ 2,888,820
Benefits	1,720,033	1,267,282	1,427,872	1,537,052
Operating	351,059	483,599	477,810	471,871
Supplies	163,018	155,341	178,023	158,942
Debt service	-	98,028	-	-
Total	\$ 5,911,403	\$ 4,818,293	\$ 4,826,690	\$ 5,056,685

Funding Source				
Total	5,911,403	4,818,293	4,826,690	5,056,685
Total	\$ 5,911,403	\$ 4,818,293	\$ 4,826,690	\$ 5,056,685

Our Accomplishments in 2022-23

- ❖ Created an Opioids Response Team led by the Neighborhood Response unit.
- ❖ Deployed new technologies such as cellular based surveillance equipment.
- ❖ Added a Crime Scene Technician position.

Goals and Objectives for 2023-24

- ❖ Reduce Part 1 crimes by 1%.
- ❖ Procure two additional remote mountable cellular cameras.
- ❖ Conduct five proactive operations in an effort to address all categorized crime.
- ❖ NRU will conduct three operations with parole and probation.

Police - Strategic Services Performance Measures				
Activity	Actual 2020-2021	Actual 2021-2022	Expected 2022-2023	Proposed 2023-2024
# Homicide cases assigned to CID	9	6	4	4
# Homicide cases cleared by Arrest/Capias	6	2	2	2
# Agg Assault cases assigned to CID	320	36	20	20
# Agg Assault cases cleared by Arrest/Capias	11	10	10	10
# Robbery cases assigned to CID	101	33	30	25
# Robbery cases cleared by Arrest/Capias	12	4	10	8
# Sexual Assault cases assigned to CID	62	41	35	35
# Sexual Assault cases cleared by Arrest/Capias	10	7	10	10
# Burglary cases assigned to CID	305	222	200	200
# Burglary cases cleared by Arrest/Capias	19	10	20	20
# Larceny cases assigned to CID	131	835	750	700
# Larceny cases cleared by Arrest/Capias	32	38	40	40
# of part 1 Crimes	130	1,171	1,120	1,100

Authorized Positions

Full Time Equivalents	Funded 2022	Funded 2023	+/-	Funded 2024	Authorized & Unfunded
Police - Strategic Services (renamed from Investigations and incorporated Traffic and SRO 2020)					
Sergeant	6.00	3.00	-	3.00	-
Captain	1.00	1.00	-	1.00	-
Lieutenant	2.00	1.00	-	1.00	-
Crime Scene/Evidence Technician	3.00	4.00	-	4.00	-
Investigative Aide	-	-	-	-	1.00
Administrative Specialist II	-	-	-	-	1.00
Officer	47.00	30.00	-	30.00	-
Total Full Time Equivalents	59.00	39.00	-	39.00	2.00

Strategic Services

Account	Description	2020 Actual	2021 Actual	2022 Actual	2023 Budget	2024 Budget
Personnel Services						
001-2024-521.12-00	Regular Salaries & Wages	3,238,120	3,373,800	2,580,712	2,485,604	2,655,151
001-2024-521.12-02	Regular Salaries - Additional Pays	51,301	50,598	28,891	44,811	46,976
001-2024-521.12-06	Reg Salaries - Opt Out Health Insurance	6,560	8,060	6,420	3,510	4,680
001-2024-521.14-00	Overtime	180,070	183,088	159,746	185,250	160,875
001-2024-521.15-00	Special Pay	18,309	23,417	11,952	7,313	4,875
001-2024-521.15-02	Special Pay - Police State Incentive	37,061	38,330	26,322	16,497	16,263
001-2024-521.21-00	FICA/Medicare Taxes	261,122	272,288	206,526	209,932	221,092
001-2024-521.22-01	Retirement Contributions - FRS	243,428	294,552	302,615	373,335	383,805
001-2024-521.22-02	Retirement Contributions - Police Pension	532,796	477,153	133,454	148,043	276,134
001-2024-521.23-00	Medical Insurance	585,878	534,869	515,992	632,297	546,999
001-2024-521.23-02	Medical Insurance - Life & ST Disability	7,597	7,997	6,314	7,589	8,085
001-2024-521.24-00	Worker's Compensation	109,526	133,174	102,381	56,676	100,937
	Subtotal Personnel Services	\$ 5,271,768	\$ 5,397,326	\$ 4,081,325	\$ 4,170,857	\$ 4,425,872
Operating						
001-2024-521.34-00	Other Contractual Services	-	-	3,024	-	30,000
001-2024-521.40-00	Travel & Per Diem	-	1,319	295	-	-
001-2024-521.41-00	Communications Services	45,880	40,406	40,069	47,360	47,353
001-2024-521.42-00	Postage & Transportation	26	250	10	-	-
001-2024-521.44-00	Rentals & Leases	147,858	159,598	158,040	167,449	170,800
001-2024-521.44-10	Rentals & Leases/GASB87	-	-	172,522	-	-
001-2024-521.45-02	Insurance - Auto Liability	12,974	17,447	22,915	22,008	32,127
001-2024-521.46-00	Repair & Maintenance Services	138,196	119,711	66,886	179,233	158,084
001-2024-521.47-00	Printing & Binding	2,828	2,687	3,147	5,612	7,059
001-2024-521.48-00	Promotional Activities	63	-	-	-	-
001-2024-521.49-00	Other Charges/Obligations	6,864	9,641	16,691	56,148	26,448
001-2024-521.51-00	Office Supplies	9,432	4,646	3,981	11,561	11,564
001-2024-521.52-00	Operating Supplies	21,736	34,862	40,187	23,006	35,526
001-2024-521.52-01	Operating Supplies - Gasoline/Diesel/Lubric	95,351	105,631	100,736	138,456	100,736
001-2024-521.52-05	Operating Supplies - Uniforms	15,828	13,504	10,437	5,000	11,116
001-2024-521.54-01	Books/Pubs/Subsc/Memb - Prof Dues	360	-	-	-	-
001-2024-521.54-02	Books/Pubs/Subsc/Memb -Conf/Seminar	398	4,375	-	-	-
001-2024-521.54-04	Books/Pubs/Subsc/Memb - School Tuition	1,888	-	-	-	-
	Subtotal Operating	\$ 499,682	\$ 514,077	\$ 638,940	\$ 655,833	\$ 630,813
Debt service						
001-2024-521.71-01	Lease Payment/GASB87	-	-	96,596	-	-
001-2024-521.72-01	Int Payment/GASB87	-	-	1,432	-	-
	Subtotal Debt service	\$ -	\$ -	\$ 98,028	\$ -	\$ -
Total		\$ 5,771,450	\$ 5,911,403	\$ 4,818,293	\$ 4,826,690	\$ 5,056,685

Special Operations

Funding Source				
Total	-	-	-	-
Total \$	- \$	- \$	- \$	-

Police Special Operations

Account	Description	2020 Actual	2021 Actual	2022 Actual	2023 Budget	2024 Budget
Operating						
001-2030-521.41-00	Communications Services	13	-	-	-	-
001-2030-521.47-00	Printing & Binding	111	-	-	-	-
	Subtotal Operating	\$ 124	\$ -	\$ -	\$ -	\$ -
	Total \$	124	\$ -	\$ -	\$ -	\$ -

Funding for Police Special Operations is now allocated under Police Traffic, School Resource Officers, Police CRU, and Police Training.

Police Traffic

Summary

Funding Source				
Total	-	-	-	-
Total \$	- \$	- \$	- \$	-

Police Traffic

Account	Description	2020 Actual	2021 Actual	2022 Actual	2023 Budget	2024 Budget
Personnel Services						
001-2031-521.23-00	Medical Insurance	2,012	-	-	-	-
001-2031-521.23-02	Medical Insurance - Life & ST Disability	25	-	-	-	-
	Subtotal Personnel Services	\$ 2,037	\$ -	\$ -	\$ -	-
Operating						
001-2031-521.41-00	Communications Services	50	-	-	-	-
001-2031-521.46-00	Repair & Maintenance Services	475	-	-	-	-
	Subtotal Operating	\$ 525	\$ -	\$ -	\$ -	-
Total		\$ 2,562	\$ -	\$ -	\$ -	-

Funding for Police Traffic is now allocated under Police Strategic Services.

Police Professional Standards and Community Engagement

The Division comprising the Professional Standards Section, Community Relations Unit (CRU), School Resource officers (SRO's), Volunteers, and Training Unit is not only responsible for processing public and internal complaints, but is also responsible for being the vanguard of the Police Department's relentless efforts for fostering the agency's relationship with each and every citizen we serve. This Division is led by a Police Captain who also directly oversees the Professional Standards Unit, and is assisted by a very qualified and dynamic officer who not only processes Internal Affairs complaints, but also manages the Off Duty Officer Details in support of the many private sector businesses throughout our community, as well as being responsible for the interagency collection and dissemination of intelligence information throughout our agency. The CRU unit, led by a Sergeant, is composed of three additional sworn officers, two officers assigned to the Community Redevelopment Area (CRA) and one non-sworn Volunteer Coordinator. The CRU unit, often in coordination with the Public Information Officer, coordinates the Police Department's participation in over 600 community reach-out events with all segments of our community. The around the clock efforts of this dynamic unit have paved the way for all Department officers and investigators to further support and directly participate in our dedicated efforts to foster positive and productive relationships throughout the entire community. Note that the non-sworn volunteer coordinator leads 24 plus volunteer members who patrol the city in two Volunteer Patrol Vehicles. They are the eyes and ears of the Police Department and have no law enforcement authority. They also assist the Police Department in a myriad of administrative and logistical support functions as well as many community events, including the very popular National Night Out event. The City of Sanford event is becoming one of the largest within Central Florida. This event, combined with the events held across the nation on the same night, significantly increase crime prevention awareness, fostering positive relationships. The Division Captain also oversees the Training Unit which is composed of one Police Sergeant and one officer who facilitate all of the department's training in accordance with Florida Department of Law Enforcement as Commission for Florida Law Enforcement Accreditation standards. This unit is also tasked with recruiting, screening and facilitating the hiring of new officers and employees as well as facilitating the extensive four month orientation training each newly hired officer must complete before being released for independent duty throughout the city. The 14 School Resource Officers are assigned to assist school administrators and staff, students, parents, and nearby residents in ensuring that the school environment remains safe from crime and disorder. There is now at least one full time Resource Officer in each of the ten public schools in Sanford.

Summary

Expenditures	2021 Actual	2022 Actual	2023 Budget	2024 Budget
Salaries	\$ 1,078,477	\$ 1,471,973	\$ 1,983,799	\$ 2,201,685
Benefits	491,728	654,186	1,082,135	1,316,585
Operating	56,037	98,293	121,212	136,882
Supplies	91,815	154,048	126,399	168,087
Total	\$ 1,718,057	\$ 2,378,500	\$ 3,313,545	\$ 3,823,239

Funding Source				
Total	1,718,057	2,378,500	3,313,545	3,823,239
Total	\$ 1,718,057	\$ 2,378,500	\$ 3,313,545	\$ 3,823,239

Our Accomplishments in 2022-23

- ❖ PROFESSIONAL STANDARDS: Please refer to the 2020 Annual Report for in-depth detailed information.
- ❖ TRAINING: Every officer receives annual fire arms and use of force training as well as police vehicle driver training and a wide array of additional recurring training required by the Florida Department Law Enforcement.
- ❖ COMMUNITY RELATIONS UNIT (CRU): The CRU and CRA conducted and/or participated in nearly 400 community outreach events throughout the city. The Volunteer members contributed 575 hours, which equates to a monetary value of approximately \$16,411.

Goals and Objectives for 2023-24

- ❖ The Professional Standards Division will continue to maintain the low incident of at-fault vehicle crashes by the Emergency Operation Vehicle Course and web-based principle defensive driving course. While also continuing promoting partnerships with organizations to create outreach in the community while observing social distancing and other safe practices.

Authorized Positions

Full Time Equivalents	Funded 2022	Funded 2023	+/-	Funded 2024	Authorized & Unfunded
Police - Professional Standards and Community Engagement (CRU and Training)					
Captain **	0.66	1.00	-	1.00	-
Sergeant	2.00	4.00	-	4.00	-
Officer	7.00	24.00	-	24.00	-
Volunteer Program Coordinator	1.00	1.00	-	1.00	-
Total Full Time Equivalents	10.66	30.00	-	30.00	-

Police Professional Standards and Community Engagement

Account	Description	2020 Actual	2021 Actual	2022 Actual	2023 Budget	2024 Budget
Personnel Services						
001-2034-521.12-00	Regular Salaries & Wages	1,189,554	988,098	1,320,781	1,868,553	2,029,382
001-2034-521.12-02	Regular Salaries - Additional Pays	14,185	9,467	12,476	17,804	25,916
001-2034-521.12-05	Regular Salaries - Incentive Bonus	-	-	-	2,340	3,510
001-2034-521.12-06	Reg Salaries - Opt Out Health Insurance	3,340	3,045	3,075	-	-
001-2034-521.14-00	Overtime	91,450	64,629	114,817	63,375	112,125
001-2034-521.15-00	Special Pay	4,761	5,674	9,009	12,188	11,213
001-2034-521.15-02	Special Pay - Police State Incentive	8,745	7,564	11,815	19,539	19,539
001-2034-521.21-00	FICA/Medicare Taxes	96,895	79,811	108,784	151,804	168,476
001-2034-521.22-01	Retirement Contributions - FRS	177,533	133,417	159,386	193,095	334,298
001-2034-521.22-02	Retirement Contributions - Police Pension	95,077	93,367	58,474	177,481	214,127
001-2034-521.23-00	Medical Insurance	224,512	144,821	272,329	512,858	518,183
001-2034-521.23-02	Medical Insurance - Life & ST Disability	2,776	2,400	3,211	5,784	6,243
001-2034-521.24-00	Worker's Compensation	38,764	36,865	51,901	41,113	75,258
001-2034-521.25-00	Unemployment Compensation	-	1,047	101	-	-
	Subtotal Personnel Services	\$ 1,947,592	\$ 1,570,205	\$ 2,126,159	\$ 3,065,934	\$ 3,518,270
Operating						
001-2034-521.40-00	Travel & Per Diem	11,279	5,013	25,503	26,805	14,300
001-2034-521.41-00	Communications Services	24,449	23,487	33,547	24,607	33,548
001-2034-521.44-00	Rentals & Leases	-	-	-	6,742	6,500
001-2034-521.45-02	Insurance - Auto Liability	4,474	6,016	7,902	7,589	11,079
001-2034-521.46-00	Repair & Maintenance Services	20,762	17,261	10,703	15,120	16,103
001-2034-521.47-00	Printing & Binding	3,158	-	50	1,752	1,752
001-2034-521.48-00	Promotional Activities	5,269	89	-	-	15,000
001-2034-521.49-00	Other Charges/Obligations	1,162	4,171	20,588	38,597	38,600
001-2034-521.51-00	Office Supplies	1,494	2,296	1,496	1,572	1,572
001-2034-521.52-00	Operating Supplies	36,608	23,087	34,971	53,109	52,391
001-2034-521.52-01	Operating Supplies - Gasoline/Diesel/Lubric	17,793	22,042	78,263	28,773	78,263
001-2034-521.52-05	Operating Supplies - Uniforms	1,370	3,797	1,145	6,000	6,000
001-2034-521.54-01	Books/Pubs/Subsc/Memb - Prof Dues	1,076	605	3,236	6,770	3,385
001-2034-521.54-02	Books/Pubs/Subsc/Memb -Conf/Seminar	9,973	14,250	20,648	4,000	12,700
001-2034-521.54-03	Books/Pubs/Subsc/Memb - Subscriptions	-	96	-	5,000	2,500
001-2034-521.54-04	Books/Pubs/Subsc/Memb - School Tuition	23,854	25,642	14,289	21,175	11,276
	Subtotal Operating	\$ 162,721	\$ 147,852	\$ 252,341	\$ 247,611	\$ 304,969
Total		\$ 2,110,313	\$ 1,718,057	\$ 2,378,500	\$ 3,313,545	\$ 3,823,239

FIRE DEPARTMENT



Mission Statement

To provide protection and prevention against the loss of life and property by fire, emergency services, and mitigation of hazards to the public, both natural and manmade.

Vision

Through a collaborative and cooperative effort of dedicated professionals, the Sanford Fire Department will strive for the continual improvement of its services and personnel to provide quality services and develop the next generation of leaders to ensure long term success.

Values

The Sanford Fire Department has been providing service to our citizens since 1873. With a total workforce of 100.05 FTEs, 96 of which are certified firefighters, the Fire Department is the second largest department in the General Fund.

The Fire Department contains three divisions: administration, operations, and fire prevention, which operate programs aimed at supporting the City's mission and goals. The Fire Department also serves as the emergency management coordinating department in the City.

Summary

Expenditures	2021 Actual	2022 Actual	2023 Budget	2024 Budget
Salaries	\$ 5,504,803	\$ 5,742,629	\$ 6,831,839	\$ 7,525,438
Benefits	2,800,410	3,065,989	3,780,037	4,328,900
Operating	963,627	1,121,588	1,098,358	1,239,529
Supplies	514,523	607,789	774,536	779,296
Debt service	-	1,713	-	-
Total	\$ 9,783,363	\$ 10,539,708	\$ 12,484,770	\$ 13,873,163

Funding Source				
Total	9,783,363	10,539,708	12,484,770	13,873,163
Total	\$ 9,783,363	\$ 10,539,708	\$ 12,484,770	\$ 13,873,163

Fire Department as a percentage of General Fund

20.1%



Fire Administration

The Administrative Division is responsible for general policy and direction of the department by providing management and leadership for the operating divisions. Operational oversight, strategic planning, administration of the budget and record keeping are all part of Administration's responsibilities. The Fire Chief also serves as the City's Emergency Management Coordinator in response to natural and man-made disasters.

Summary

Expenditures	2021 Actual	2022 Actual	2023 Budget	2024 Budget
Salaries	\$ 614,031	\$ 686,207	\$ 666,360	\$ 726,638
Benefits	267,159	271,622	325,510	382,693
Operating	28,244	43,608	49,910	52,383
Supplies	15,283	25,214	31,201	30,918
Debt service	-	1,236	-	-
Total	\$ 924,717	\$ 1,027,887	\$ 1,072,981	\$ 1,192,632

Funding Source				
Total	924,717	1,027,887	1,072,981	1,192,632
Total	\$ 924,717	\$ 1,027,887	\$ 1,072,981	\$ 1,192,632

Our Accomplishments in 2022-23

- ❖ Collaborated with professors at the University of Central Florida to submit for a safety and fire prevention grant.
- ❖ Completed the wind retrofit to Fire Stations 32 & 38 to improve emergency preparedness which resulted from being awarded the Hazard Mitigation grant.
- ❖ Expanded the Community paramedicine program.
- ❖ Trained 15 personnel in ICS 300.

Goals and Objectives for 2023-24

- ❖ Secure land and contractor for Station 40.
- ❖ Continue to grow the Community paramedicine program.
- ❖ Leadership and company officer development programs.

Fire - Administration Performance Measures

Activity	Actual 2020-2021	Actual 2021-2022	Expected 2022-2023	Proposed 2023-2024
Cost per call	\$ 682	\$ 688	\$ 771	\$ 850
Unscheduled leave hours	9,830	9,398	10,442	10,500
Unscheduled leave shifts	409	387	435	438
# Social media followers	N/A	7203	8000	9000
Hours of New Recruit Orientation/Training	1,775	950	5,636	3,195
Total Hours of Ongoing Education/Training	28,415	22,926	29,875	29,000
# of community paramedicine visits	110	217	230	250
# of on-going paramedicine patients	20	20	24	20
# paramedicine patient contacts annually	N/A	210	223	235

Authorized Positions

Full Time Equivalents	Funded 2022	Funded 2023	+/-	Funded 2024	Authorized & Unfunded
Fire - Administration					
Fire Chief	1.00	1.00	-	1.00	-
Administrative Services Manager	1.00	1.00	-	1.00	-
Deputy Fire Chief	1.00	1.00	-	1.00	-
Battalion Chief - Training	1.00	1.00	-	1.00	-
Logistics Coordinator	-	-	1.00	1.00	-
Battalion Chief - Emergency Medical Services	1.00	1.00	-	1.00	-
Public Information Officer **	0.05	0.05	-	0.05	-
Administrative Specialist III	1.00	1.00	-	1.00	-
Fiscal Specialist	1.00	1.00	-	1.00	-
Total Full Time Equivalents	7.05	7.05	1.00	8.05	-

**Split between funds or departments/divisions

Fire Administration

Account	Description	2020 Actual	2021 Actual	2022 Actual	2023 Budget	2024 Budget
Personnel Services						
001-3003-522.12-00	Regular Salaries & Wages	573,494	569,653	634,037	613,999	675,250
001-3003-522.12-02	Reg Salaries - Opt Out Health Insurance	3,335	-	900	-	-
001-3003-522.12-06	Reg Salaries - Opt Out Health Insurance	35	50	-	-	-
001-3003-522.14-00	Overtime	4,463	2,375	3,010	2,432	3,015
001-3003-522.15-00	Special Pay	33,436	41,953	48,260	49,929	48,373
001-3003-522.21-00	FICA/Medicare Taxes	45,642	45,662	47,964	51,064	55,794
001-3003-522.22-01	Retirement Contributions - FRS	11,781	16,142	25,181	22,256	55,004
001-3003-522.22-03	Retirement Contributions - Fire Pension	95,311	98,869	72,299	105,545	104,251
001-3003-522.23-00	Medical Insurance	85,481	79,370	100,555	128,800	138,690
001-3003-522.23-02	Medical Insurance - Life & ST Disability	3,728	3,972	4,017	4,167	4,558
001-3003-522.24-00	Worker's Compensation	18,944	23,144	21,606	13,678	24,396
	Subtotal Personnel Services	\$ 875,650	\$ 881,190	\$ 957,829	\$ 991,870	\$ 1,109,331
Operating						
001-3003-522.31-00	Professional Services	1,920	1,640	1,980	1,980	1,920
001-3003-522.34-00	Other Contractual Services	4,364	5,220	5,220	5,844	5,844
001-3003-522.40-00	Travel & Per Diem	1,606	3,039	10,733	16,349	17,758
001-3003-522.41-00	Communications Services	8,495	7,760	7,497	7,952	7,384
001-3003-522.42-00	Postage & Transportation	113	8	202	100	150
001-3003-522.44-00	Rentals & Leases	1,124	1,233	1,220	1,235	1,365
001-3003-522.44-10	Rentals & Leases/GASB87	-	-	2,045	-	-
001-3003-522.45-01	Insurance - Operating Liability	491	491	742	1,000	857
001-3003-522.45-02	Insurance - Auto Liability	1,221	1,221	3,573	3,051	3,803
001-3003-522.46-00	Repair & Maintenance Services	7,470	5,897	4,273	6,759	6,909
001-3003-522.47-00	Printing & Binding	339	420	827	450	915
001-3003-522.49-00	Other Charges/Obligations	1,079	1,315	5,296	5,190	5,478
001-3003-522.51-00	Office Supplies	596	432	499	600	600
001-3003-522.52-00	Operating Supplies	5,290	2,952	4,058	6,000	5,000
001-3003-522.52-01	Operating Supplies - Gasoline/Diesel/Lubric	5,747	6,011	9,990	14,000	10,128
001-3003-522.52-05	Operating Supplies - Uniforms	2,594	1,844	4,681	3,000	3,500
001-3003-522.54-01	Books/Pubs/Subsc/Memb - Prof Dues	1,250	1,095	1,175	1,160	1,160
001-3003-522.54-02	Books/Pubs/Subsc/Memb -Conf/Seminar	964	2,044	3,997	5,307	3,770
001-3003-522.54-03	Books/Pubs/Subsc/Memb - Subscriptions	746	905	814	1,134	1,217
001-3003-522.55-00	Training	-	-	-	-	5,543
	Subtotal Operating	\$ 45,409	\$ 43,527	\$ 68,822	\$ 81,111	\$ 83,301
Debt service						
001-3003-522.71-01	Lease Payment/GASB87	-	-	1,161	-	-
001-3003-522.72-01	Int Payment/GASB87	-	-	75	-	-
	Subtotal Debt service	\$ -	\$ -	\$ 1,236	\$ -	\$ -
Total		\$ 921,059	\$ 924,717	\$ 1,027,887	\$ 1,072,981	\$ 1,192,632

Fire Operations

The Operations Division responds to fire, medical and other hazardous emergency calls from its three stations throughout the City. The division responds to and extinguishes fire, prevents fires in cases of fuel spills and electrical malfunctions, delivers effective medical and rescue services for injuries, illnesses and accidents, transports patient to appropriate emergency room facilities, responds to and controls hazardous materials emergencies and provides technical rescue services. Through the development of mutual aid and intergovernmental agreements with other emergency responders in the area, the Sanford Fire Department provides and receives assistance throughout the County. The Sanford Fire Department holds an Insurance Services Office rating of 2.

Summary

Expenditures	2021 Actual	2022 Actual	2023 Budget	2024 Budget
Salaries	\$ 4,592,847	\$ 4,754,310	\$ 5,843,420	\$ 6,392,353
Benefits	2,400,718	2,647,983	3,292,778	3,709,931
Operating	912,465	1,052,083	1,024,906	1,146,624
Supplies	486,889	566,201	724,045	697,610
Total	\$ 8,392,919	\$ 9,020,577	\$ 10,885,149	\$ 11,946,518

Funding Source				
Total	8,392,919	9,020,577	10,885,149	11,946,518
Total	\$ 8,392,919	\$ 9,020,577	\$ 10,885,149	\$ 11,946,518

Our Accomplishments in 2022-23

- ❖ Trained monthly with several surrounding fire departments on technical rescue disciplines.
- ❖ Supported the Sanford airshow with help from the Medical Coalition.
- ❖ Responded to 13,603 emergency calls for services; a 8% increase over last year.
- ❖ Transported 5,259 patients to the hospital; a 4% increase over last year.
- ❖ Successfully trained and oriented three new firefighters that started shift work in March 2022.

Goals and Objectives for 2023-24

- ❖ Secure additional personnel from shift to conduct part-time inspections
- ❖ Improve response turnout times.
- ❖ Ensure our members are trained to meet the service demands.

Fire - Operations Performance Measures

Activity	Actual 2020-2021	Actual 2021-2022	Expected 2022-2023	Proposed 2023-2024
# Unity Responses	21,435	22,724	24,000	25,500
# of calls inside city	11,703	12,277	13,800	14,300
# of total calls responded to by City units	12,691	13,359	14,100	14,900
-EMS/Rescue/Fire related/Other	7514/161/5016	7693/162/55	7800/200/61	8200/250/64
# of Transports	5,022	5,163	5,300	5,500
# First responder calls outside City	2,180	2,630	3,000	3,200
# of other first responder calls inside City	3,952	4,272	4,500	5,000
% calls with response time 5 minutes or less	41%	41%	41%	41%
- Fire related/EMS/Rescue	23.4%/ 40.9%	38%/ 41%	40%/ 40%	40%/ 40%
% calls as first responder outside City	19%	20%	20%	20%
% calls as First responder inside City	81%	80%	80%	80%
Property Loss	\$ 1,664,867	\$ 1,400,000	\$ 1,500,000	\$ 1,500,000
Civilian Injuries	5	0	0	0
Civilian Deaths	1	0	0	0
Average turnout times	1:45 mins	1:39 mins	1:37 mins	1:30 mins

Authorized Positions

Full Time Equivalents	Funded 2022	Funded 2023	+/-	Funded 2024	Authorized & Unfunded
Fire - Operations					
Battalion Chief - Operations	3.00	3.00	-	3.00	-
Lieutenant	12.00	12.00	-	12.00	-
Firefighter/Paramedic & Firefighter EMT/Engineer	60.00	72.00	-	72.00	-
Total Full Time Equivalents	75.00	87.00	-	87.00	-

Fire Operations

Account	Description	2020 Actual	2021 Actual	2022 Actual	2023 Budget	2024 Budget
Personnel Services						
001-3001-522.12-00	Regular Salaries & Wages	3,354,781	3,427,023	3,513,853	4,365,914	4,681,174
001-3001-522.12-02	Regular Salaries - Additional Pays	1,046	1,003	1,981	2,934	3,439
001-3001-522.12-06	Reg Salaries - Opt Out Health Insurance	7,500	7,607	6,593	15,171	9,336
001-3001-522.14-00	Overtime	232,495	299,461	333,665	557,210	711,355
001-3001-522.14-02	Overtime - Overtime Garcia	395,263	408,172	417,602	327,044	382,072
001-3001-522.15-00	Special Pay	435,448	449,581	480,616	575,147	604,977
001-3001-522.21-00	FICA/Medicare Taxes	325,249	338,413	349,479	448,600	490,713
001-3001-522.22-01	Retirement Contributions - FRS	233,982	287,828	339,237	611,675	834,429
001-3001-522.22-03	Retirement Contributions - Fire Pension	795,350	736,626	679,960	670,739	696,146
001-3001-522.23-00	Medical Insurance	837,116	742,411	949,191	1,363,449	1,355,335
001-3001-522.23-02	Medical Insurance - Life & ST Disability	26,599	28,072	28,721	34,293	36,911
001-3001-522.24-00	Worker's Compensation	186,203	265,514	301,395	164,022	296,397
001-3001-522.25-00	Unemployment Compensation	-	1,854	-	-	-
	Subtotal Personnel Services	\$ 6,831,032	\$ 6,993,565	\$ 7,402,293	\$ 9,136,198	\$ 10,102,284
Operating						
001-3001-522.31-00	Professional Services	32,580	30,388	45,878	35,800	43,260
001-3001-522.34-00	Other Contractual Services	157,516	151,178	190,503	165,794	199,459
001-3001-522.34-01	Other Contractual Services - Fire W&S	65,150	65,150	65,150	65,150	65,150
001-3001-522.40-00	Travel & Per Diem	57	1,124	6,230	7,900	7,900
001-3001-522.41-00	Communications Services	41,023	44,209	42,693	42,019	45,849
001-3001-522.42-00	Postage & Transportation	489	442	601	1,050	660
001-3001-522.43-00	Utility Services	89,213	84,180	100,740	96,400	103,750
001-3001-522.44-00	Rentals & Leases	4,866	3,529	3,842	4,010	3,452
001-3001-522.45-01	Insurance - Operating Liability	60,795	60,795	71,587	106,187	100,548
001-3001-522.45-02	Insurance - Auto Liability	41,246	41,246	61,702	56,257	76,471
001-3001-522.46-00	Repair & Maintenance Services	405,970	424,194	457,114	433,394	488,735
001-3001-522.47-00	Printing & Binding	764	2,290	947	1,900	2,350
001-3001-522.48-00	Promotional Activities	-	-	1,100	600	2,500
001-3001-522.49-00	Other Charges/Obligations	5,406	3,740	3,996	8,445	6,540
001-3001-522.51-00	Office Supplies	3,154	3,069	2,627	5,000	4,000
001-3001-522.52-00	Operating Supplies	279,005	301,364	319,265	328,300	379,500
001-3001-522.52-01	Operating Supplies - Gasoline/Diesel/Lubric	71,127	92,301	152,030	158,128	145,902
001-3001-522.52-05	Operating Supplies - Uniforms	46,091	55,286	16,888	136,992	66,700
001-3001-522.52-21	Operating Supplies - CPR Class Materials	-	955	483	300	300
001-3001-522.54-01	Books/Pubs/Subsc/Memb - Prof Dues	344	1,974	300	300	300
001-3001-522.54-02	Books/Pubs/Subsc/Memb -Conf/Seminar	1,464	4,702	3,910	9,350	2,100
001-3001-522.54-03	Books/Pubs/Subsc/Memb - Subscriptions	14,155	15,303	9,715	24,675	500
001-3001-522.54-04	Books/Pubs/Subsc/Memb - School Tuition	22,331	11,935	60,983	61,000	70,000
001-3001-522.55-00	Training	-	-	-	-	28,308
	Subtotal Operating	\$ 1,342,746	\$ 1,399,354	\$ 1,618,284	\$ 1,748,951	\$ 1,844,234
Total		\$ 8,173,778	\$ 8,392,919	\$ 9,020,577	\$ 10,885,149	\$ 11,946,518

Fire Prevention

Fire Prevention is responsible for enforcement of the Fire Prevention Code, plans review, fire investigations, and public fire education. The division conducts routine inspections of commercial buildings and augments the City's plan review and code enforcement processes.

Summary

Expenditures	2021 Actual	2022 Actual	2023 Budget	2024 Budget
Salaries	\$ 297,925	\$ 302,112	\$ 322,059	\$ 406,447
Benefits	132,533	146,384	161,749	236,276
Operating	22,918	25,897	23,542	40,522
Supplies	12,351	16,374	19,290	50,768
Debt service	-	477	-	-
Total	\$ 465,727	\$ 491,244	\$ 526,640	\$ 734,013

Funding Source				
Total	465,727	491,244	526,640	734,013
Total	\$ 465,727	\$ 491,244	\$ 526,640	\$ 734,013

Our Accomplishments in 2022-23

- ❖ Conducted all state mandated facility and apartment complex fire inspections.
- ❖ Switched from Firehouse to Mobile Eyes.
- ❖ Utilizing in field mobile tablets.
- ❖ Installed over 600 smoke alarms in residences.

Goals and Objectives for 2023-24

- ❖ Create one additional full-time Fire Inspector position.
- ❖ Complete all state required inspections.

Fire - Prevention Performance Measures

Activity	Actual 2020-2021	Actual 2021-2022	Expected 2022-2023	Proposed 2023-2024
Occupational Licenses	203	205	215	230
Annual Inspections Completed/Total Businesses	1,668/N/A	1,413/2,654	1,600/2,700	1,600/2,850
Reinspections	504	742	800	850
Investigations	31	45	55	60
New construction inspections	202	496	600	800
Plans Review	1,489	1,951	2,500	3,000
Certificate Review/CO	58	55	60	60
Public Education Events	42	45	60	60
Special Complaint/BC passdown items	552	878	900	900
Smoke alarms insalled	72	608	150	150
Car Seats inspected	12	35	40	40

Authorized Positions

Full Time Equivalents	Funded 2022	Funded 2023	+/-	Funded 2024	Authorized & Unfunded
Fire - Prevention					
Fire Marshall	1.00	1.00	-	1.00	-
Fire Protection Inspector	3.00	3.00	1.00	4.00	-
Total Full Time Equivalents	4.00	4.00	1.00	5.00	-

Fire Prevention

Account	Description	2020 Actual	2021 Actual	2022 Actual	2023 Budget	2024 Budget
Personnel Services						
001-3002-522.12-00	Regular Salaries & Wages	272,156	286,440	282,686	296,929	375,598
001-3002-522.12-02	Regular Salaries - Additional Pays	-	-	541	-	-
001-3002-522.12-06	Reg Salaries - Opt Out Health Insurance	1,100	1,200	1,200	-	1,167
001-3002-522.14-00	Overtime	9,670	7,526	10,573	7,780	20,423
001-3002-522.15-00	Special Pay	10,943	2,759	7,112	17,350	9,259
001-3002-522.21-00	FICA/Medicare Taxes	21,081	21,247	20,833	24,710	31,203
001-3002-522.22-01	Retirement Contributions - FRS	12,418	12,851	14,119	16,839	61,316
001-3002-522.22-03	Retirement Contributions - Fire Pension	53,192	49,601	50,869	54,781	53,656
001-3002-522.23-00	Medical Insurance	38,846	33,732	44,186	54,809	68,914
001-3002-522.23-02	Medical Insurance - Life & ST Disability	1,766	1,707	1,856	1,595	2,446
001-3002-522.24-00	Worker's Compensation	12,342	13,395	14,521	9,015	18,741
	Subtotal Personnel Services	\$ 433,514	\$ 430,458	\$ 448,496	\$ 483,808	\$ 642,723
Operating						
001-3002-522.31-00	Professional Services	1,920	1,640	1,905	1,760	2,400
001-3002-522.40-00	Travel & Per Diem	-	566	-	1,300	1,300
001-3002-522.41-00	Communications Services	5,246	5,224	5,285	5,411	5,548
001-3002-522.42-00	Postage & Transportation	17	43	1	30	20
001-3002-522.44-00	Rentals & Leases	375	484	471	485	545
001-3002-522.44-10	Rentals & Leases/GASB87	-	-	789	-	-
001-3002-522.45-01	Insurance - Operating Liability	752	752	849	1,144	981
001-3002-522.45-02	Insurance - Auto Liability	1,401	1,401	3,240	2,767	3,449
001-3002-522.46-00	Repair & Maintenance Services	9,036	9,452	10,095	6,900	22,208
001-3002-522.47-00	Printing & Binding	794	1,072	913	850	1,175
001-3002-522.48-00	Promotional Activities	-	1,622	2,349	2,820	2,796
001-3002-522.49-00	Other Charges/Obligations	1,130	662	-	75	100
001-3002-522.51-00	Office Supplies	16	41	-	150	50
001-3002-522.52-00	Operating Supplies	1,536	1,309	2,779	2,000	29,770
001-3002-522.52-01	Operating Supplies - Gasoline/Diesel/Lubric	6,115	6,080	9,947	10,816	12,225
001-3002-522.52-05	Operating Supplies - Uniforms	2,068	2,000	1,105	2,500	4,500
001-3002-522.54-01	Books/Pubs/Subsc/Memb - Prof Dues	125	125	125	350	483
001-3002-522.54-02	Books/Pubs/Subsc/Memb -Conf/Seminar	415	470	678	1,272	900
001-3002-522.54-03	Books/Pubs/Subsc/Memb - Subscriptions	1,702	2,326	1,740	2,202	2,360
001-3002-522.55-00	Training	-	-	-	-	480
	Subtotal Operating	\$ 32,648	\$ 35,269	\$ 42,271	\$ 42,832	\$ 91,290
Debt service						
001-3002-522.71-01	Lease Payment/GASB87	-	-	448	-	-
001-3002-522.72-01	Int Payment/GASB87	-	-	29	-	-
	Subtotal Debt service	\$ -	\$ -	\$ 477	\$ -	\$ -
Total		\$ 466,162	\$ 465,727	\$ 491,244	\$ 526,640	\$ 734,013

PUBLIC WORKS DEPARTMENT



Public Works Department



Mission Statement

The Public Works and Utilities Department enhances the quality of life of our customers and visitors by providing exceptional public services through our knowledgeable and dedicated staff.

Role of Public Works

The Public Works Department includes a variety of divisions, most of which are dedicated to the construction operation and maintenance of infrastructure.

Summary

Expenditures	2021 Actual	2022 Actual	2023 Budget	2024 Budget
Salaries	\$ 1,517,799	\$ 1,775,796	\$ 1,974,891	\$ 2,120,927
Benefits	708,794	826,082	1,069,311	1,122,246
Operating	908,231	929,099	948,814	1,137,789
Supplies	142,837	93,006	231,924	238,680
Capital	47,726	-	-	-
Debt service	-	16,015	-	-
Total	\$ 3,325,387	\$ 3,639,998	\$ 4,224,940	\$ 4,619,642

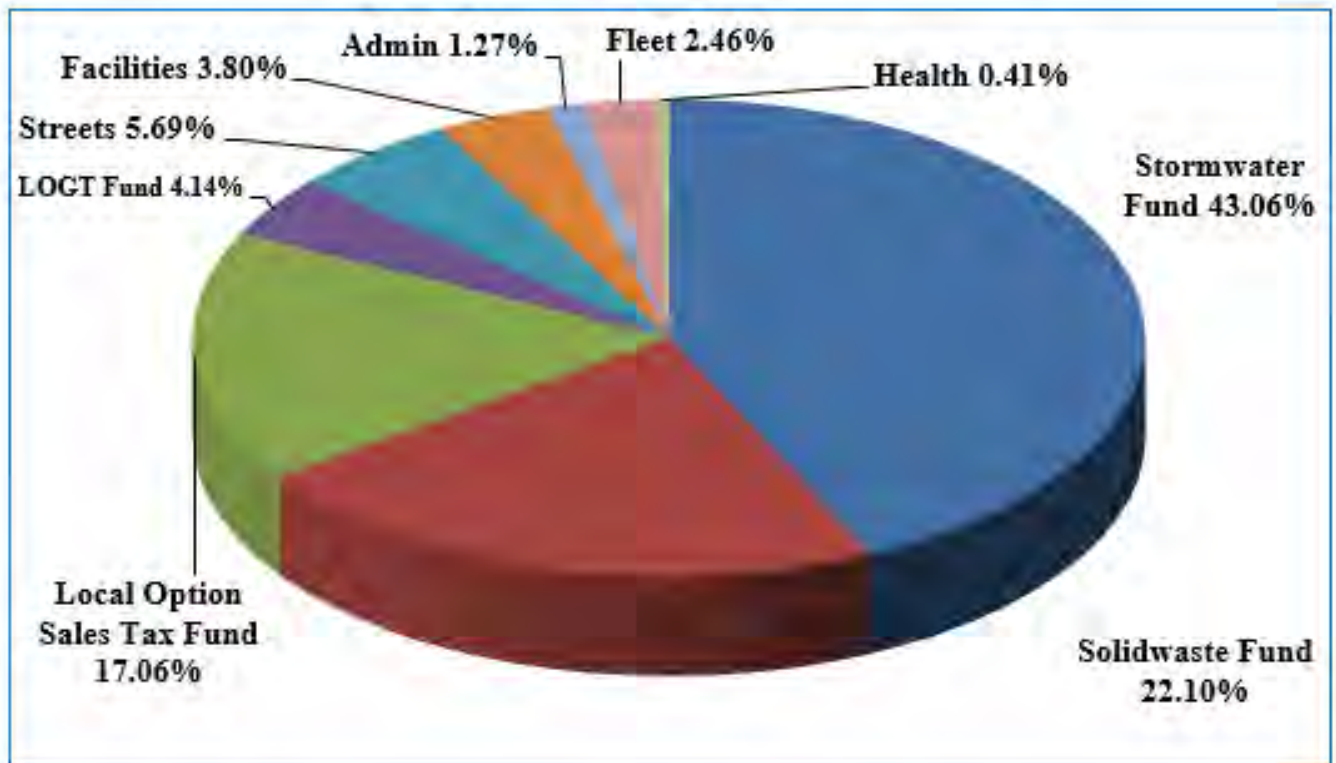
Funding Source				
Total	3,325,387	3,639,998	4,224,940	4,619,642
Total	\$ 3,325,387	\$ 3,639,998	\$ 4,224,940	\$ 4,619,642

Public Works Department as a percentage of General Fund



FY 2024 Public Works Division Totals

Stormwater	\$	14,592,804
Solid Waste		7,490,564
3rd Gen Sales Tax		5,782,228
LOGT		1,403,860
Streets		1,926,651
Facilities		1,288,803
Admin		431,835
Fleet		834,742
Health		137,611
Total	\$	33,889,098



Public Works Administration

The Administrative Division is responsible for general policy and direction of the department by providing management and leadership for the operating divisions. Operational oversight, strategic planning, administration of the budget and record keeping are all part of Administration's responsibilities.

Summary

Expenditures	2021 Actual	2022 Actual	2023 Budget	2024 Budget
Salaries	\$ 202,954	\$ 214,575	\$ 242,076	\$ 244,384
Benefits	80,979	92,611	102,253	130,174
Operating	42,866	67,036	50,505	42,882
Supplies	12,838	10,029	17,110	14,395
Debt service	-	772	-	-
Total	\$ 339,637	\$ 385,023	\$ 411,944	\$ 431,835

Funding Source	2021 Actual	2022 Actual	2023 Budget	2024 Budget
Total	339,637	385,023	411,944	431,835
Total	\$ 339,637	\$ 385,023	\$ 411,944	\$ 431,835

Our Accomplishments in 2022-23

- ❖ Commence construction of Georgetown phase 1 and Maple Avenue stormwater improvements.
- ❖ Construct restroom facilities at the Marina.
- ❖ Complete design and permitting of Park Drive streetscape, Georgetown phase 2, and Aero Lane improvements.
- ❖ Continue citywide resurfacing program.
- ❖ Installing inlets and new piping on Maplewood Drive.

Goals and Objectives for 2023-24

- ❖ Construction of the Public Works Emergency Operations Buildings.
- ❖ Construction for Washington Ave, Randolph Ave, and Mellonville Ave drainage improvements.
- ❖ Construction park Drive streetscape and Georgetown Phase 2.
- ❖ Construction of Aero Lane and 5th Street roadway and drainage improvements.
- ❖ Construction of re-lining project from the lake front to 3rd Street and 14th Street to 20th.

Public Works - Administration

Performance Measures

Activity	Actual 2020-2021	Actual 2021-2022	Expected 2022-2023	Proposed 2023-2024
Amount of CIP's Managed	6	9	10	10
Resurfacing Costs	\$ 1,400,000	\$ 1,200,000	\$ 1,750,000	\$ 3,000,000
Sidewalk Costs - Repairs & New	\$ 655,000	\$ 300,000	\$ 250,000	\$ 250,000
Traffic Calming Costs	\$ 45,000	\$ 40,000	\$ 20,000	\$ 15,000
Lane Miles within the City	328	328	328	328
Capital Projects Managed - Design Phase	4	4	8	2
Capital Projects Managed - Construction	2	5	2	8
Miles of Roads Resurfaced (Lane Miles)	13	10	14	18
LF Sidewalk New	6,000	7,500	2,500	2,500
LF Sidewalk Repair/Replaced	2,000	5,000	4,000	5,000
Curb Ramps Installed/Replaced	35	15	20	20
Traffic Calming Devices Installed	18	20	10	10
Locates Performed	1,100	1,100	1,200	1,200
Inspections Performed (Driveways, C.O.'s &	196	222	286	235

Authorized Positions

Full Time Equivalents	Funded 2022	Funded 2023	+/-	Funded 2024	Authorized & Unfunded
Public Works - Administration					
Public Works Director **	0.35	0.35	-	0.35	-
Administrative Services Manager	-	-	0.40	0.40	-
Public Works Engineer	-	1.00	(0.50)	0.50	-
Public Works Manager	1.00	-	-	-	-
Administrative Coordinator	1.00	1.00	-	1.00	-
Administrative Specialist II	1.00	1.00	-	1.00	-
Fiscal Specialist	-	-	-	-	1.00
Total Full Time Equivalents	3.35	3.35	(0.10)	3.25	1.00

**Split between funds or departments/divisions

Public Works Administration

Account	Description	2020 Actual	2021 Actual	2022 Actual	2023 Budget	2024 Budget
Personnel Services						
001-4001-539.12-00	Regular Salaries & Wages	145,225	198,699	205,296	235,496	227,424
001-4001-539.12-02	Regular Salaries - Additional Pays	260	1,617	4,554	3,725	1,320
001-4001-539.12-06	Reg Salaries - Opt Out Health Insurance	420	420	420	411	-
001-4001-539.14-00	Overtime	843	2,218	4,305	2,444	15,640
001-4001-539.21-00	FICA/Medicare Taxes	10,762	14,541	14,551	17,906	18,761
001-4001-539.22-01	Retirement Contributions - FRS	23,449	29,777	33,034	40,076	54,438
001-4001-539.23-00	Medical Insurance	23,882	32,118	40,388	41,509	47,665
001-4001-539.23-02	Medical Insurance - Life & ST Disability	860	1,284	1,339	1,441	1,450
001-4001-539.24-00	Worker's Compensation	1,555	3,259	3,299	1,321	7,860
	Subtotal Personnel Services	\$ 207,256	\$ 283,933	\$ 307,186	\$ 344,329	\$ 374,558
Operating						
001-4001-539.31-00	Other Contractual Services	24,423	7,058	32,700	7,000	4,000
001-4001-539.40-00	Travel & Per Diem	738	-	2,873	5,000	5,000
001-4001-539.41-00	Communications Services	5,010	4,747	4,334	6,450	4,385
001-4001-539.42-00	Postage & Transportation	309	476	318	300	300
001-4001-539.44-00	Rentals & Leases	666	776	762	762	775
001-4001-539.44-10	Rentals & Leases/GASB87	-	-	1,278	-	-
001-4001-539.45-01	Insurance - Operating Liability	15,487	13,444	16,401	21,710	17,837
001-4001-539.45-02	Insurance - Auto Liability	583	775	1,748	1,493	1,861
001-4001-539.46-00	Repair & Maintenance Services	5,949	4,628	3,663	3,850	4,434
001-4001-539.47-00	Printing & Binding	1,046	1,186	1,206	1,375	1,575
001-4001-539.49-00	Other Charges/Obligations	1,919	9,776	1,753	2,565	2,715
001-4001-539.51-00	Office Supplies	1,322	925	964	1,100	1,100
001-4001-539.52-00	Operating Supplies	3,885	4,212	984	4,700	2,700
001-4001-539.52-01	Operating Supplies - Gasoline/Diesel/Lubric	3,325	3,938	4,533	4,450	4,000
001-4001-539.52-05	Operating Supplies - Uniforms	138	187	457	500	500
001-4001-539.54-01	Books/Pubs/Subsc/Memb - Prof Dues	370	1,239	1,215	895	1,095
001-4001-539.54-02	Books/Pubs/Subsc/Memb -Conf/Seminar	-	2,337	1,759	4,565	4,300
001-4001-539.54-04	Books/Pubs/Subsc/Memb - Subscriptions	9,497	-	-	-	-
001-4001-539.55-00	Training	-	-	117	900	700
	Subtotal Operating	\$ 74,667	\$ 55,704	\$ 77,065	\$ 67,615	\$ 57,277
Debt service						
001-4001-539.71-01	Lease Payment/GASB87	-	-	725	-	-
001-4001-539.72-01	Int Payment/GASB87	-	-	47	-	-
	Subtotal Debt service	\$ -	\$ -	\$ 772	\$ -	\$ -
Total		\$ 281,923	\$ 339,637	\$ 385,023	\$ 411,944	\$ 431,835

Public Health

The Public Health division coordinates with the Seminole County Mosquito Authority for mosquito control and the East Volusia Mosquito Control for controlling the midge population. Public Health monitors the nuisance pest population and sprays on a limited basis for outbreaks and special events.

Summary

Expenditures	2021 Actual	2022 Actual	2023 Budget	2024 Budget
Salaries	\$ 142	\$ -	\$ 6,022	\$ 5,753
Benefits	64	9	1,527	1,388
Operating	117,427	95,935	122,174	122,700
Supplies	1,714	57	7,900	7,770
Total	\$ 119,347	\$ 96,001	\$ 137,623	\$ 137,611

Funding Source				
Total	119,347	96,001	137,623	137,611
Total	\$ 119,347	\$ 96,001	\$ 137,623	\$ 137,611

Our Accomplishments in 2022-23

- ❖ Fog for midges when the need arose.
- ❖ Continued to educate staff on materials, new species of insects & applications.
- ❖ Oversee Contract Management for Clarke Environmental.

Goals and Objectives for 2023-24

- ❖ Bid out midge larvicide treatment.
- ❖ Continue to educate staff & public on new species of insects & applications.
- ❖ Fog for midges when the need arises.
- ❖ Assist Seminole County Mosquito Control with spraying Citywide, if requested.
- ❖ Certify another staff member in the DODD short course for mosquito and midge control.

PUBLIC WORKS - HEALTH

Performance Measures

Activity	Actual 2020-2021	Actual 2021-2022	Expected 2022-2023	Proposed 2023-2024
Oversee Contract Management for Clarke Environmental	100%	100%	100%	100%

Public Health

Account	Description	2020 Actual	2021 Actual	2022 Actual	2023 Budget	2024 Budget
Personnel Services						
001-4041-562.12-00	Regular Salaries & Wages	50	85	-	-	-
001-4041-562.12-02	Regular Salaries - Additional Pays	-	57	-	6,022	5,753
001-4041-562.14-00	Overtime	64	-	-	-	-
001-4041-562.21-00	FICA/Medicare Taxes	8	10	-	461	441
001-4041-562.22-01	Retirement Contributions - FRS	10	15	9	728	814
001-4041-562.23-00	Medical Insurance	36	35	-	-	-
001-4041-562.23-02	Medical Insurance - Life & ST Disability	1	1	-	-	-
001-4041-562.24-00	Worker's Compensation	5	3	-	338	133
	Subtotal Personnel Services	\$ 174	\$ 206	\$ 9	\$ 7,549	\$ 7,141
Operating						
001-4041-562.34-00	Other Contractual Services	115,000	115,000	92,000	115,000	115,000
001-4041-562.40-00	Travel & Per Diem	1,371	-	701	2,800	4,070
001-4041-562.45-01	Insurance - Operating Liability	1,730	1,524	1,577	2,124	1,821
001-4041-562.45-02	Insurance - Auto Liability	169	225	291	248	309
001-4041-562.46-00	Repair & Maintenance Services	508	678	1,366	2,002	1,500
001-4041-562.51-00	Office Supplies	-	77	40	100	100
001-4041-562.52-00	Operating Supplies	1,040	1,599	-	6,500	6,500
001-4041-562.52-01	Operating Supplies - Gasoline/Diesel/Lubric	20	38	17	100	100
001-4041-562.54-02	Books/Pubs/Subsc/Memb -Conf/Seminar	575	-	-	1,200	1,070
	Subtotal Operating	\$ 120,413	\$ 119,141	\$ 95,992	\$ 130,074	\$ 130,470
Total		\$ 120,587	\$ 119,347	\$ 96,001	\$ 137,623	\$ 137,611

Fleet Maintenance

Fleet Maintenance is responsible for preventative maintenance and repairs to City-owned vehicles and equipment, and for management of the fuel system.

Summary

Expenditures	2021 Actual	2022 Actual	2023 Budget	2024 Budget
Salaries	\$ 339,374	\$ 372,951	\$ 450,635	\$ 473,231
Benefits	144,479	170,054	261,033	262,141
Operating	45,089	51,067	49,640	61,839
Supplies	15,982	23,982	34,745	37,531
Debt service	-	382	-	-
Total	\$ 544,924	\$ 618,436	\$ 796,053	\$ 834,742

Funding Source				
Total	544,924	618,436	796,053	834,742
Total	\$ 544,924	\$ 618,436	\$ 796,053	\$ 834,742

Our Accomplishments in 2022-23

- ❖ Transitioned to updated reporting/tracking software.
- ❖ Completed "mid-life" restoration of both above-ground fuel tanks.
- ❖ Maintained full year with 100% staffing.
- ❖ Developed and implemented new pre-delivery inspection process.
- ❖ Completed 2,346 work orders while repairing vehicles and equipment.

Goals and Objectives for 2023-24

- ❖ Fully out-fit new service truck for road service/after-hours calls.
- ❖ Develop new preventative maintenance schedule for city trailers.
- ❖ Develop and implement ASE incentive program.
- ❖ Fill recently re-funded fleet position with another qualified mechanic.
- ❖ Maintain 100% customer satisfaction when interacting with city drivers/operators.

PUBLIC WORKS - FLEET

Performance Measures

Activity	Actual 2020-2021	Actual 2021-2022	Expected 2022-2023	Proposed 2023-2024
# Pieces of Rolling Stock	580	575	931	850
# "Services" or Work Orders Completed	2,716	2,716	2,340	2,986
# Preventative Maintenance Services	1,126	1,126	820	840
# Repairs Other	1,125	1,125	1,520	1,750
Mechanic Productivity Rate	320	320	290	275
% Repairs Returned	-	2	1	1
Hourly Labor Rate	18.5	18.5	20.5	20.8
Average Hourly Rate - Private Shops	120	120	125	135
Work Orders to Mechanic Ratio	200	200	180	170

Authorized Positions

Full Time Equivalents	Funded 2022	Funded 2023	+/-	Funded 2024	Authorized & Unfunded
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Public Works - Fleet Maintenance					
Fleet Maintenance Superintendent	1.00	1.00	-	1.00	-
Crew Leader	1.00	1.00	(1.00)	-	-
Garage Foreman	-	-	1.00	1.00	-
Mechanic I, II, III	4.00	5.00	-	5.00	-
Lead Parts Technician	1.00	1.00	-	1.00	-
Inventory & Parts Technician	1.00	1.00	-	1.00	-
Total Full Time Equivalents	8.00	9.00	-	9.00	-

Fleet Maintenance

Account	Description	2020 Actual	2021 Actual	2022 Actual	2023 Budget	2024 Budget
Personnel Services						
001-4042-539.12-00	Regular Salaries & Wages	328,217	335,367	369,399	447,232	464,433
001-4042-539.12-02	Regular Salaries - Additional Pays	2,235	1,920	-	2,816	5,279
001-4042-539.12-06	Reg Salaries - Opt Out Health Insurance	-	900	1,200	-	1,173
001-4042-539.14-00	Overtime	1,431	1,187	2,352	587	2,346
001-4042-539.21-00	FICA/Medicare Taxes	23,960	24,245	26,414	33,308	28,556
001-4042-539.22-01	Retirement Contributions - FRS	29,418	34,474	38,833	52,076	78,325
001-4042-539.23-00	Medical Insurance	93,263	73,107	92,291	165,270	138,537
001-4042-539.23-02	Medical Insurance - Life & ST Disability	2,157	2,174	2,179	2,789	3,032
001-4042-539.24-00	Worker's Compensation	8,793	10,479	10,337	7,590	13,691
	Subtotal Personnel Services	\$ 489,474	\$ 483,853	\$ 543,005	\$ 711,668	\$ 735,372
Operating						
001-4042-539.34-00	Other Contractual Services	1,175	588	588	-	-
001-4042-539.40-00	Travel & Per Diem	-	-	40	110	300
001-4042-539.41-00	Communications Services	2,016	2,628	2,737	2,521	2,850
001-4042-539.42-00	Postage & Transportation	-	-	-	10	10
001-4042-539.43-00	Utility Services	5,935	6,184	7,024	6,450	7,200
001-4042-539.44-00	Rentals & Leases	282	391	582	401	1,800
001-4042-539.44-10	Rentals & Leases/GASB87	-	-	633	-	-
001-4042-539.45-01	Insurance - Operating Liability	6,494	1,984	2,053	2,232	3,262
001-4042-539.45-02	Insurance - Auto Liability	1,518	2,021	2,614	3,415	2,782
001-4042-539.46-00	Repair & Maintenance Services	21,775	26,722	29,462	23,411	28,300
001-4042-539.47-00	Printing & Binding	841	968	381	740	175
001-4042-539.49-00	Other Charges/Obligations	1,678	3,603	4,953	10,350	15,160
001-4042-539.51-00	Office Supplies	493	903	995	1,100	1,000
001-4042-539.52-00	Operating Supplies	11,950	6,775	11,233	16,325	17,986
	Operating Supplies - Gasoline/Diesel/Lubric	4,647	5,061	8,453	6,000	6,400
001-4042-539.52-05	Operating Supplies - Uniforms	2,195	2,242	2,474	2,600	2,925
001-4042-539.54-01	Books/Pubs/Subsc/Memb - Prof Dues	235	190	245	245	445
001-4042-539.54-02	Books/Pubs/Subsc/Memb -Conf/Seminar	471	811	129	1,050	450
001-4042-539.54-03	Books/Pubs/Subsc/Memb - Subscriptions	-	-	362	4,600	4,600
001-4042-539.55-00	Training	-	-	91	2,825	3,725
	Subtotal Operating	\$ 61,705	\$ 61,071	\$ 75,049	\$ 84,385	\$ 99,370
Debt service						
001-4042-539.71-01	Lease Payment/GASB87	-	-	359	-	-
001-4042-539.72-01	Int Payment/GASB87	-	-	23	-	-
	Subtotal Debt service	\$ -	\$ -	\$ 382	\$ -	\$ -
Total		\$ 551,179	\$ 544,924	\$ 618,436	\$ 796,053	\$ 834,742

Facilities Maintenance

Facilities Maintenance operates and maintains 35 City owned buildings to ensure their readiness for use by our citizens, visitors and staff, in order to maintain a safe and comfortable environment for all. Staff must be skilled in various trades, including electrical, plumbing, air conditioning system, and carpentry. This division also provides custodial services, mail delivery, and street lighting maintenance.

Summary

Expenditures	2021 Actual	2022 Actual	2023 Budget	2024 Budget
Salaries	\$ 378,151	\$ 395,567	\$ 470,826	\$ 510,684
Benefits	165,003	201,226	261,384	291,806
Operating	309,168	421,820	395,853	428,483
Supplies	29,351	50,847	56,690	57,830
Capital	47,726	-	-	-
Debt service	-	382	-	-
Total	\$ 929,399	\$ 1,069,842	\$ 1,184,753	\$ 1,288,803

Funding Source				
Total	929,399	1,069,842	1,184,753	1,288,803
Total	\$ 929,399	\$ 1,069,842	\$ 1,184,753	\$ 1,288,803

Our Accomplishments in 2022-23

- ❖ Replaced L.E.D. street light heads on historic Goldsboro Boulevard from 17/92 to William Clark Boulevard.
- ❖ Added L.E.D. lighting to parking areas on Sanford and 3rd.
- ❖ Added support cable for string lights and replaced lights damaged from hurricane IAN.
- ❖ Continued the L.E.D. hybrid project with FPL.
- ❖ Assisted Parks Department with running new electric feeds at the Cemetery.

Goals and Objectives for 2023-24

- ❖ Replace the roof at City hall.
- ❖ Reseal the windows at City hall.
- ❖ Assist parks with new camera installation at Ft. Mellon park.
- ❖ Update fire alarm system at City hall.
- ❖ Continue ADA compliance replacements.

PUBLIC WORKS - FACILITIES MAINTENANCE Performance Measures				
Activity	Actual 2020-2021	Actual 2021-2022	Expected 2022-2023	Proposed 2023-2024
Total Square Footage Maintained	310,318	310,318	310,318	310,318
# Work Orders Completed	684	443	550	600
Total # Repairs	361	317	400	425
Total # Emergencies	6	3	8	10
Total # Other	317	126	150	175
% Non Emergency Work Orders Completed within (5) days of request	100%	80%	95%	100%
% Emergency Repairs Completed within 24 Hours	100%	100%	100%	100%
Cost per Work Order Completed	\$ 231	\$ 203	\$ 215	\$ 230

Authorized Positions

Full Time Equivalents	Funded 2022	Funded 2023	+/-	Funded 2024	Authorized & Unfunded
Public Works - Facilities Maintenance					
Public Works Maintenance Superintendent	1.00	1.00	-	1.00	-
Electrical Technician	2.00	2.00	-	2.00	-
Trades Maintenance Technician II	2.00	2.00	-	2.00	1.00
Trades Maintenance Technician I	1.00	1.00	-	1.00	1.00
Crew Leader	-	1.00	-	1.00	-
Custodial Worker II	1.00	1.00	-	1.00	-
Custodial Worker I	1.00	1.00	-	1.00	-
Total Full Time Equivalents	8.00	9.00	-	9.00	2.00

Facilities Maintenance

Account	Description	2020 Actual	2021 Actual	2022 Actual	2023 Budget	2024 Budget
Personnel Services						
001-4046-539.12-00	Regular Salaries & Wages	382,276	368,127	380,401	459,096	487,224
001-4046-539.12-02	Reg Salaries - Opt Out Health Insurance	2,520	612	1,937	-	-
001-4046-539.14-00	Overtime	4,235	9,412	13,229	11,730	23,460
001-4046-539.21-00	FICA/Medicare Taxes	28,480	27,579	26,463	34,820	30,601
001-4046-539.22-01	Retirement Contributions - FRS	41,610	41,795	42,073	54,802	85,685
001-4046-539.23-00	Medical Insurance	107,055	80,456	110,535	158,480	150,110
001-4046-539.23-02	Medical Insurance - Life & ST Disability	2,523	1,998	2,300	2,849	3,144
001-4046-539.24-00	Worker's Compensation	13,506	13,175	17,136	10,433	22,266
001-4046-539.25-00	Unemployment Compensation	-	-	2,719	-	-
	Subtotal Personnel Services	\$ 582,205	\$ 543,154	\$ 596,793	\$ 732,210	\$ 802,490
Operating						
001-4046-539.34-00	Other Contractual Services	19,227	20,685	13,407	17,500	25,700
001-4046-539.41-00	Communications Services	7,225	6,994	8,365	6,204	9,200
001-4046-539.42-00	Postage & Transportation	-	-	223	25	100
001-4046-539.43-00	Utility Services	126,116	158,979	201,930	197,724	211,625
001-4046-539.44-00	Rentals & Leases	282	391	2,836	1,515	1,515
001-4046-539.44-10	Rentals & Leases/GASB87	-	-	633	-	-
001-4046-539.45-01	Insurance - Operating Liability	21,872	24,920	25,790	35,137	17,146
001-4046-539.45-02	Insurance - Auto Liability	2,694	3,786	4,897	4,182	4,717
001-4046-539.46-00	Repair & Maintenance Services	88,657	78,029	137,407	103,636	128,000
001-4046-539.47-00	Printing & Binding	923	253	265	320	270
001-4046-539.48-00	Promotional Activities	25,545	14,654	25,506	29,000	29,000
001-4046-539.49-00	Other Charges/Obligations	566	477	561	610	1,210
001-4046-539.51-00	Office Supplies	499	252	403	500	500
001-4046-539.52-00	Operating Supplies	25,607	19,946	28,814	30,000	32,000
001-4046-539.52-01	Operating Supplies - Gasoline/Diesel/Lubric	7,005	7,575	18,407	15,000	15,000
001-4046-539.52-05	Operating Supplies - Uniforms	1,333	1,578	1,661	2,925	2,925
001-4046-539.54-01	Books/Pubs/Subsc/Memb - Prof Dues	-	-	112	595	595
001-4046-539.54-02	Books/Pubs/Subsc/Memb -Conf/Seminar	-	-	1,387	700	400
001-4046-539.55-00	Training	-	-	63	6,970	6,410
	Subtotal Operating	\$ 327,551	\$ 338,519	\$ 472,667	\$ 452,543	\$ 486,313
Capital						
001-4046-539.63-00	Improve Other Than Building	-	47,726	-	-	-
	Subtotal Capital	\$ -	\$ 47,726	\$ -	\$ -	\$ -
Debt service						
001-4046-539.71-01	Lease Payment/GASB87	-	-	359	-	-
001-4046-539.72-01	Int Payment/GASB87	-	-	23	-	-
	Subtotal Debt service	\$ -	\$ -	\$ 382	\$ -	\$ -
Total		\$ 909,756	\$ 929,399	\$ 1,069,842	\$ 1,184,753	\$ 1,288,803

Streets

Funding for roads are included in the General Fund and one Special Revenue fund the Local Option Gas Tax Fund. Roadway structures include roads, sidewalks, curbs, drainage systems and signalization of roads. The City currently contains 185 miles of roads and 80 miles of sidewalks.

Summary

Expenditures	2021 Actual	2022 Actual	2023 Budget	2024 Budget
Salaries	\$ 597,178	\$ 792,703	\$ 805,332	\$ 886,875
Benefits	318,269	362,182	443,114	436,737
Operating	393,681	293,241	330,642	481,885
Supplies	82,952	8,091	115,479	121,154
Debt service	-	14,479	-	-
Total	\$ 1,392,080	\$ 1,470,696	\$ 1,694,567	\$ 1,926,651

Funding Source				
Total	1,392,080	1,470,696	1,694,567	1,926,651
Total	\$ 1,392,080	\$ 1,470,696	\$ 1,694,567	\$ 1,926,651

Our Accomplishments in 2022-23

- ❖ Continued 24 hour response to pot hole complaints, trip hazards, downed/damaged signs and trees.
- ❖ Continue ROW mowing, tree maintenance and removals citywide.
- ❖ Provided traffic control assistance for police department, fire department and for special events throughout the City.
- ❖ Continued sign maintenance citywide.
- ❖ Hurricane debris clean up within the 100% reimbursement time.

Goals and Objectives for 2023-24

- ❖ Continue 24 hour response to pot hole complaints & trip hazards.
- ❖ Continue ROW mowing & tree maintenance citywide.
- ❖ Provide traffic control assistance for Police Department, Fire Department and for special events throughout the City.
- ❖ Continue updating and maintaining the city's street signs.
- ❖ Maintenance on the bricks in downtown Sanford.

PUBLIC WORKS - STREETS

Performance Measures

Activity	Actual 2020-2021	Actual 2021-2022	Expected 2022-2023	Proposed 2023-2024
Total Work Orders	2,143	1,938	2,000	2,300
Pot Hole Repair	45	76	50	55
Asphalt Repair	64	34	70	75
Concrete Work	25	44	35	25
Grading	7	2	5	10
Brick Repair/Replace	20	5	30	50
Tractor Machine Mow Lots & ROW's	150	147	140	150
Tree Work	181	178	175	200
Alley Maintenance	25	17	25	20
Sign Maintenance	927	410	500	750
% of Non-Emergency Work Orders Completed within (5) Days of Request	100%	100%	100%	100%
% of Emergency Repairs Completed within (24) Hours	100%	100%	100%	100%
Cost per Work Order Completed	\$ 181	\$ 142	\$ 160	\$ 175

Authorized Positions

Full Time Equivalents	Funded 2022	Funded 2023	+/-	Funded 2024	Authorized & Unfunded
Public Works - Streets					
Project Manager **	0.05	0.05	-	0.05	1.00
Streets Superintendent	1.00	1.00	-	1.00	-
Senior Public Works Inspector **	1.20	1.20	-	1.20	-
Signs and Traffic Coordinator	1.00	1.00	-	1.00	-
Crew Leader	2.00	2.00	-	2.00	-
Equipment Operator IV	2.00	2.00	-	2.00	-
Equipment Operator II	1.00	1.00	(1.00)	-	-
Environmental - Administrative Specialist II **	0.50	0.50	-	0.50	-
Maintenance Worker, Lead	3.00	3.00	-	3.00	-
Sign Technician	1.00	1.00	-	1.00	-
Equipment Operator I	-	-	-	-	1.00
Litter Control - Maintenance Worker	1.00	1.00	-	1.00	-
Maintenance Worker	1.00	1.00	2.00	3.00	-
Total Full Time Equivalents	14.75	14.75	1.00	15.75	2.00

**Split between funds or departments/divisions

Streets

Account	Description	2020 Actual	2021 Actual	2022 Actual	2023 Budget	2024 Budget
Personnel Services						
001-4047-541.12-00	Regular Salaries & Wages	562,702	585,049	769,479	785,860	816,628
001-4047-541.12-02	Regular Salaries - Additional Pays	-	-	1,956	-	4,754
001-4047-541.12-06	Reg Salaries - Opt Out Health Insurance	60	-	1,700	1,877	5,865
001-4047-541.14-00	Overtime	11,903	12,129	19,568	17,595	59,628
001-4047-541.21-00	FICA/Medicare Taxes	40,931	42,981	49,661	59,558	68,082
001-4047-541.22-01	Retirement Contributions - FRS	58,178	70,189	82,728	99,615	125,065
001-4047-541.23-00	Medical Insurance	163,021	151,066	174,024	241,478	171,439
001-4047-541.23-02	Medical Insurance - Life & ST Disability	3,709	3,981	4,236	4,881	5,352
001-4047-541.24-00	Worker's Compensation	40,180	50,052	51,533	37,582	66,799
	Subtotal Personnel Services	\$ 880,684	\$ 915,447	\$ 1,154,885	\$ 1,248,446	\$ 1,323,612
Operating						
001-4047-541.31-00	Professional Services	79,260	3,314	-	-	-
001-4047-541.34-00	Other Contractual Services	87,698	94,652	94,679	96,663	93,400
001-4047-541.40-00	Travel & Per Diem	-	180	60	2,100	2,100
001-4047-541.41-00	Communications Services	5,846	5,651	5,286	5,689	5,370
001-4047-541.42-00	Postage & Transportation	-	-	-	20	20
001-4047-541.43-00	Utility Services	6,432	6,586	8,198	6,800	6,800
001-4047-541.44-00	Rentals & Leases	19,232	55,624	(3,372)	27,565	27,450
001-4047-541.44-10	Rentals & Leases/GASB87	-	-	52,165	-	-
001-4047-541.45-01	Insurance - Operating Liability	92,204	79,883	22,614	116,714	207,158
001-4047-541.45-02	Insurance - Auto Liability	8,362	11,128	14,879	12,707	12,641
001-4047-541.46-00	Repair & Maintenance Services	68,316	134,654	97,381	59,995	124,571
001-4047-541.47-00	Printing & Binding	316	439	265	389	375
001-4047-541.49-00	Other Charges/Obligations	2,666	1,570	1,086	2,000	2,000
001-4047-541.51-00	Office Supplies	221	229	197	250	225
001-4047-541.52-00	Operating Supplies	10,639	11,347	13,760	15,150	20,200
001-4047-541.52-01	Operating Supplies - Gasoline/Diesel/Lubric	30,562	35,321	51,572	42,000	42,000
001-4047-541.52-05	Operating Supplies - Uniforms	3,456	3,649	4,072	4,375	4,375
001-4047-541.53-00	Road Materials & Supplies	25,800	31,019	26,275	45,000	42,000
001-4047-541.54-01	Books/Pubs/Subsc/Memb - Prof Dues	370	380	(82,210)	704	404
001-4047-541.54-02	Books/Pubs/Subsc/Memb - Conf/Seminar	-	837	(5,678)	7,475	3,285
001-4047-541.54-03	Books/Pubs/Subsc/Memb - Subscriptions	-	170	-	100	-
001-4047-541.55-00	Training	-	-	103	425	8,665
	Subtotal Operating	\$ 441,380	\$ 476,633	\$ 301,332	\$ 446,121	\$ 603,039
Capital						
001-4047-541.64-00	Books/Pubs/Subsc/Memb - Subscriptions	10,380	-	-	-	-
	Subtotal Capital	\$ 10,380	\$ -	\$ -	\$ -	\$ -
Debt service						
001-4047-541.71-01	Lease Payment/GASB87	-	-	14,368	-	-
001-4047-541.72-01	Int Payment/GASB87	-	-	111	-	-
	Subtotal Debt service	\$ -	\$ -	\$ 14,479	\$ -	\$ -
Total		\$ 1,332,444	\$ 1,392,080	\$ 1,470,696	\$ 1,694,567	\$ 1,926,651

Local Option Gas Tax Fund

Local Option Gas Tax Revenue is received from a Local Fuel Tax adopted county wide and is collected by the State, and distributed to county and local governments based on a statutory formula. The revenues collected are restricted in use to public transportation, roadway and right-of-way maintenance, roadway drainage, street lighting, traffic engineering and signalization, pavement marking, bridge maintenance and operation, and debt service for the same [Fla. Stat. S.336.025(7)].

Summary

Expenditures	2021 Actual	2022 Actual	2023 Budget	2024 Budget
Operating	\$ 725,453	\$ 857,083	\$ 783,860	\$ 718,860
Supplies	93,432	79,834	120,000	135,000
Capital	134,529	222,567	610,000	550,000
Total	\$ 953,414	\$ 1,159,484	\$ 1,513,860	\$ 1,403,860

Funding Source				
Total	953,414	1,159,484	1,513,860	1,403,860
Total	\$ 953,414	\$ 1,159,484	\$ 1,513,860	\$ 1,403,860

PUBLIC WORKS - LOGT

Performance Measures

Activity	Actual 2020-2021	Actual 2021-2022	Expected 2022-2023	Proposed 2023-2024
Resurfacing Costs	\$ 134,530	\$ 382,156	\$ 485,000	\$ 500,000
Lane Miles within the City	328	328	328	328
#Capital projects managed - Construction phase	-	-	-	-
#Miles of road resurfaced	5	4	3.8	3

This fund includes utilities for street lights (\$462,000), CSX transportation (\$10,000), traffic agreement with Seminole County (\$175,000), and funding for operations and capital projects (\$550,000). The detailed budget for this program is located in the Special Revenue Fund section of this budget document.

PUBLIC WORKS SOLID WASTE



Solid Waste

The Solid Waste Division provides for the scheduled collection and disposal of residential and commercial solid waste services through management of contractual services. The franchise agreement, solid waste ordinance and contract ensure accountability to the City and service consistency.

Summary

Expenditures	2021 Actual	2022 Actual	2023 Budget	2024 Budget
Salaries	\$ 101,749	\$ 125,059	\$ 147,386	\$ 164,405
Benefits	27,298	45,601	70,839	63,866
Operating	6,325,870	6,599,169	6,862,802	7,145,355
Supplies	7,226	9,322	11,325	11,175
Debt service	1,101	1,029	-	-
Transfers	-	15,580	83,608	105,763
Total	\$ 6,463,244	\$ 6,795,760	\$ 7,175,960	\$ 7,490,564

Funding Source				
Total	6,463,244	6,795,760	7,175,960	7,490,564
Total	\$ 6,463,244	\$ 6,795,760	\$ 7,175,960	\$ 7,490,564

Our Accomplishments in 2022-23

- ❖ Collected 11,492 tons of Residential Solid Waste from approximately 14,887 residents.
- ❖ Collected 1,152 tons of Residential Yard Waste from approximately 14,887 residents.
- ❖ Collected 211,590 tons of debris from commercial front load containers.
- ❖ Collected 14,731 tons and 3,826 hauls from residential and commercial roll off containers.
- ❖ Collected 669 tons of Residential Recycle from approximately 14,887 residents.

Goals and Objectives for 2023-24

- ❖ Protect the quality of air, water, soil, and other natural resources of the city, as well as the health, safety, and welfare of its citizens.
- ❖ Ensure solid waste and recyclable materials are collected, transported and disposed of in a proper, sanitary, and efficient manner.
- ❖ Decrease recycle contamination and increase recycle tonnage.
- ❖ Encourage Adopt-A-Road Program participation.
- ❖ Eliminate illegal dumping.

PUBLIC WORKS - SOLID WASTE Performance Measures

Activity	Actual 2020-2021	Actual 2021-2022	Expected 2022-2023	Proposed 2023-2024
Payment to Solid Waste Contractor (Residential Only)	\$ 2,897,783	\$ 3,013,353	\$ 3,028,420	\$ 3,043,562
Monthly Service Charge for Solid Waste	20.10	20.76	21.75	22.62
# Tons of Waste Collected	19,666	19,303	19,533	19,766
# Tons of Recycled Waste Collected	1,214	1,304	1,319	1,335
# Tons of Yard Waste Collected	2,185	2,114	2,140	2,165
# Residential Customers Served	14,972	15,000	15,178	15,359
# Service Compliants	1,044	755	1,069	1,514
% "On Time" Collection Rate	98%	99%	99%	90%
Complaints per 1,000 Customers	2%	2%	1%	10%
Cost for Ton for Disposal	40.20	40.02	42.31	42.31
\$ Value of Recyclables diverted from Landfill	\$ 43,728	\$ 46,964	\$ 47,522	\$ 48,088

Authorized Positions

Full Time Equivalents	Funded 2022	Funded 2023	+/-	Funded 2024	Authorized & Unfunded
Public Works - Solid Waste					
Public Works Director **	0.10	0.10	-	0.10	-
Solid Waste Manager	1.00	1.00	-	1.00	-
Solid Waste Customer Support	1.00	1.00	-	1.00	-
Total Full Time Equivalents	2.10	2.10	-	2.10	-

**Split between funds or departments/divisions

Solid Waste as a percentage of Enterprise Funds

9.7%



Solid Waste Revenues and Expenses	2020 Actual	2021 Actual	2022 Actual	2023 Budget	2024 Budget
Operating Revenues					
Charges for Services	\$ 6,482,068	\$ 6,805,512	\$ 7,050,304	\$ 7,175,960	\$ 7,460,846
Other	2,048	24,549	(39,731)	-	17,333
Total operating revenue	6,484,116	6,830,061	7,010,573	7,175,960	7,478,179
Operating Expenses					
Personnel Services	\$ 168,172	\$ 129,048	\$ 157,315	\$ 218,225	\$ 228,271
Materials/Other Services	6,100,686	6,328,484	6,795,040	6,874,127	7,156,530
Total operating expenses	6,268,858	6,457,532	6,952,355	7,092,352	7,384,801
Operating Income	215,258	372,529	58,218	83,608	93,378
Non-Operating Revenue/(Expense)					
Capital Expenses	(5,713)	(5,713)	(5,759)	-	-
Total Non-Operating	(5,713)	(5,713)	(5,759)	-	-
Income Before Transfers and Contributions	209,545	366,816	52,459	83,608	93,378
Transfers In	-	-	-	-	-
Transfers Out	-	-	-	-	-
Net Change in Assets	209,545	366,816	52,459	83,608	93,378
Net Assets - Beginning*	(78,983)	130,562	497,378	549,837	633,445
Net Assets - Ending*	\$ 130,562	\$ 497,378	\$ 549,837	\$ 633,445	\$ 726,823

*Includes Restricted Assets.

Solid Waste

Account	Description	2020 Actual	2021 Actual	2022 Actual	2023 Budget	2024 Proposed Budget
Revenue						
401-0000-343.40-01	Service Charges - Residential	3,040,241	2,966,795	3,209,378	3,226,220	3,339,000
401-0000-343.40-02	Service Charges - Commercial	2,825,147	3,103,743	4,184,292	3,276,988	3,613,658
401-0000-343.41-01	Recycling Income - Residential	1,823	1,546	10,785	2,000	1,564
401-0000-343.41-04	Recycling Income - Commercial	120,776	152,395	183,669	122,542	136,108
401-0000-343.90-00	Physical Env - Other Charges	3,026	3,174	5,398	3,210	12,116
401-0000-349.10-00	Handling Fee	319,633	422,544	316,495	365,000	358,400
401-0000-361.10-00	Interest	(7,627)	978	579	-	12,984
401-0000-361.30-00	Interest - Unrealized	(2,743)	(898)	(1,689)	-	5,544
401-0000-361.40-00	Interest - Realized	(1,120)	(4)	(128)	-	(1,195)
401-0000-369.41-00	Reimbursement of Claims	13,539	24,473	(38,128)	-	-
401-0000-369.90-00	Miscellaneous Revenue	-	-	(365)	-	-
401-0000-369.92-10	Admin Share	171,423	155,316	232,438	180,000	-
401-0000-389.98-00	Use of Reserves	-	-	-	-	12,385
401-0000-389.99-00	Use of Net Assets	-	-	(1,254,504)	-	-
Total Revenue		\$ 6,484,118	\$ 6,830,062	\$ 6,848,220	\$ 7,175,960	\$ 7,490,564
Expenditure						
401-4002-534.12-00	Regular Salaries & Wages	113,901	107,292	131,477	146,606	162,545
401-4002-534.12-02	Regular Salaries - Additional Pays	660	660	972	660	660
401-4002-534.12-06	Reg Salaries - Opt Out Health Insurance	1,320	1,320	1,320	120	1,200
401-4002-534.12-10	Regular Salaries & Wages - OPEB	(6,298)	(7,523)	(8,710)	-	-
401-4002-534.21-00	FICA/Medicare Taxes	8,194	8,030	9,121	11,317	12,624
401-4002-534.22-01	Retirement Contributions - FRS	12,520	13,725	16,345	19,709	28,213
401-4002-534.23-00	Medical Insurance	12,718	8,442	8,503	37,572	19,488
401-4002-534.23-02	Medical Insurance - Life & ST Disability	753	730	786	959	1,067
401-4002-534.24-00	Worker's Compensation	1,715	2,107	2,381	1,282	2,474
401-4002-534.27-00	Pension GASB 68	22,689	(5,736)	8,465	-	-
401-4002-534.31-00	Professional Services	6,035	3,070	2,295	3,000	3,000
401-4002-534.34-01	Private Hauler	5,868,224	6,099,136	6,352,371	6,630,960	6,895,574
401-4002-534.34-07	Utilities and Facilities - GF	-	1,088	1,107	1,310	1,565
401-4002-534.34-08	Computer Services - GF	6,223	4,277	6,433	6,681	7,697
401-4002-534.34-09	Engineering - GF	60	64	74	96	84
401-4002-534.34-10	Personnel Services - GF	2,120	2,170	2,479	2,728	3,134
401-4002-534.34-11	Finance/Administration - GF	205,807	210,132	224,170	196,863	216,696
401-4002-534.34-12	Fleet - GF	1,923	1,847	1,973	2,214	1,440
401-4002-534.40-00	Travel & Per Diem	638	-	2,297	4,600	4,600
401-4002-534.41-00	Communications Services	1,489	1,774	2,038	2,644	2,220
401-4002-534.42-00	Postage & Transportation	1	-	1	50	50
401-4002-534.44-00	Rentals & Leases	666	776	762	800	800
401-4002-534.44-10	Rentals & Leases/gasb 87	-	-	(772)	-	-
401-4002-534.45-01	Insurance - Operating Liability	482	389	618	764	529
401-4002-534.45-02	Insurance - Auto Liability	481	640	531	454	566
401-4002-534.46-00	Repair & Maintenance Services	110	9	19	4,000	2,600
401-4002-534.47-00	Printing & Binding	1,395	428	1,636	3,088	2,750
401-4002-534.48-00	Promotional Activities	-	-	1,000	500	500
401-4002-534.49-00	Other Charges/Obligations	206	70	137	2,050	1,550
401-4002-534.51-00	Office Supplies	111	207	381	1,000	750
401-4002-534.52-00	Operating Supplies	23	22	49	5,000	5,000
401-4002-534.52-01	Operating Supplies	677	911	1,381	1,100	1,500
401-4002-534.52-05	Operating Supplies	-	-	240	525	525
401-4002-534.54-01	Books/Pubs/Subscrs/Membs	373	373	423	450	450
401-4002-534.54-02	Books/Pubs/Subscrs/Membs	275	-	1,125	2,750	2,750
401-4002-534.54-04	Books/Pubs/Subscrs/Membs	2,713	-	-	-	-
401-4002-534.55-00	Training	-	-	10	500	200
401-4002-534.72-05	Int Payment/GASB87	-	-	46	-	-
401-4002-534.72-40	Debt Service - Interest	654	1,101	253	-	-
401-4002-534.73-05	Amortization Expense	-	-	730	-	-
401-7979-534.59-99	Non Classified Expense	5,713	5,713	5,713	-	-
401-7979-590.99-90	Additions to Reserves	-	-	15,580	83,608	105,763
Total Expenditure		\$ 6,274,571	\$ 6,463,244	\$ 6,795,760	\$ 7,175,960	\$ 7,490,564

PUBLIC WORKS/STORMWATER



Stormwater

The Storm Water division is responsible for effectively managing the 50 miles of drainage ditches and other drainage structures that make up the City's drainage system. This division is also responsible for planning, designing and constructing new drainage facilities to augment the existing, older systems, and provide adequate drainage for new development. Storm Water activities are accounted for in a separate enterprise fund which derives its fees from Storm Water Utility fees.

Summary

Expenditures	2021 Actual	2022 Actual	2023 Budget	2024 Budget
Salaries	\$ 564,680	\$ 684,598	\$ 876,978	\$ 1,118,811
Benefits	292,567	435,910	516,496	667,176
Operating	829,515	1,027,906	1,211,265	1,248,415
Supplies	1,566,062	1,656,789	181,693	184,093
Capital	-	-	11,772,500	10,565,000
Debt service	175,734	143,959	1,376,461	809,309
Total	\$ 3,428,558	\$ 3,949,162	\$ 15,935,393	\$ 14,592,804

Funding Source				
Total	3,428,558	3,949,162	15,935,393	14,592,804
Total	\$ 3,428,558	\$ 3,949,162	\$ 15,935,393	\$ 14,592,804

Storm Water as a percentage of Enterprise Funds



Stormwater Revenues and Expenses	2020 Actual	2021 Actual	2022 Actual	2023 Budget	2024 Budget
Operating Revenues					
Charges for Services	\$ 5,845,740	\$ 6,109,508	\$ 5,803,658	\$ 6,002,721	\$ 6,043,536
Other	43,569	-	(183,733)	-	-
Total operating revenue	5,889,309	6,109,508	5,619,925	6,002,721	6,043,536
Operating Expenses					
Personnel Services	1,192,836	857,247	1,033,788	1,393,474	1,785,987
Materials/Other Services	960,358	953,980	1,142,511	1,392,958	1,432,508
Depreciation	1,419,407	1,441,597	1,542,183	-	-
Total operating expenses	3,572,601	3,252,824	3,718,482	2,786,432	3,218,495
Operating Income	2,316,708	2,856,684	1,901,443	3,216,289	2,825,041
Non-Operating Revenue/(Expense)					
Interest income	518,656	37,917	(570,445)	-	1,537,526
Intergovernmental	4,453	11,665	3,212	2,600	3,000
Interest expense	(269,003)	(175,734)	(159,726)	(182,540)	(118,470)
Capital Expenses	-	-	-	(11,772,500)	(10,565,000)
Debt Costs	-	-	(23)	(1,193,921)	(690,839)
Revenues/(Expenses)	254,106	(126,152)	(726,982)	(13,146,361)	(9,833,783)
Income Before Transfers and Contributions	2,570,814	2,730,532	1,174,461	(9,930,072)	(7,008,742)
Transfers In/(Out)	-	-	1,253,955	-	-
Net Change in Assets	2,570,814	2,730,532	2,428,416	(9,930,072)	(7,008,742)
Net Assets - Beginning*	19,357,339	21,928,153	24,658,685	27,087,101	17,157,029
Net Assets - Ending*	\$ 21,928,153	\$ 24,658,685	\$ 27,087,101	\$ 17,157,029	\$ 10,148,287

*Includes restricted assets.

Our Accomplishments in 2022-23

- ❖ Built a CDL training area and started CDL training.
- ❖ Maintained retention ponds and drainage ditches city-wide.
- ❖ Continued to oversee and monitor the National Pollutant Discharge Elimination System (N.P.D.E.S.) and Basin Management Action Plan (BMAP) programs.
- ❖ Pipe cleaning and lining city-wide.
- ❖ Street sweeping city-wide.

Goals and Objectives for 2023-24

- ❖ Realign and create a retention area in the right of way between Palmetto Avenue and Sanford Avenue .
- ❖ Maintain retention ponds and drainage ditches city wide.
- ❖ Pipe repairs city-wide.
- ❖ Pipe lining city-wide.
- ❖ Pipe cleaning city-wide.
- ❖ Street sweeping city-wide.
- ❖ Continue to oversee and monitor the N.P.D.E.S. & BMAP programs.

PUBLIC WORKS - STORMWATER

Performance Measures

Activity	Actual 2018-2019	Actual 2019-2020	Expected 2020-2021	Proposed 2021-2022
Linear feet of Stormwater Lines	562,636	562,636	562,636	562,636
# Lane Miles	320	320	320	320
# of Miles of Roads Swept	6,875	6,875	6,875	7,000
Linear Feet of Stormwater Lines Cleaned	55,158	32,933	56,000	60,000
% of Streets Swept One Time per Month	100%	100%	100%	100%
% Compliance with NPDES Permit Conditions	100%	100%	100%	100%
% of Linear Feet of Stormwater Lines Cleaned	25%	25%	25%	25%
Cost per Lane Mile Swept	\$ 17	\$ 17	\$ 17	\$ 17

Authorized Positions

Full Time Equivalents	Funded 2022	Funded 2023	+/-	Funded 2024	Authorized & Unfunded
Public Works - Stormwater					
Public Works Director **	0.10	0.10	-	0.10	-
Project Engineer **	-	-	0.50	0.50	-
Project Manager **	0.40	0.40	-	0.40	-
Streets/Stormwater Superintendent	1.00	1.00	-	1.00	-
Senior Public Works Inspector **	0.80	0.80	-	0.80	-
Crew Leader	3.00	3.00	-	3.00	-
Equipment Operator IV	3.00	3.00	-	3.00	-
Equipment Operator III	4.00	4.00	-	4.00	-
Administrative Services Manager	-	-	0.30	0.30	-
Environmental - Administrative Specialist II **	0.50	0.50	-	0.50	1.00
Maintenance Worker, Lead	1.00	1.00	-	1.00	-
Equipment Operator I	1.00	1.00	-	1.00	-
Maintenance Worker	4.00	4.00	-	4.00	-
Total Full Time Equivalents	18.80	18.80	0.80	19.60	1.00

**Split between funds or departments/divisions

Stormwater

Account	Description	2020 Actual	2021 Actual	2022 Actual	2023 Budget	2024 Proposed Budget
Revenue						
402-0000-331.30-00	Federal Grant	-	7,876	-	-	-
402-0000-331.80-08	FEMA-Grant	12,087	-	-	-	-
402-0000-335.49-01	Other - Fuel Tax	204,453	3,789	3,212	2,600	3,000
402-0000-343.93-01	Fees - Stormwater	5,833,653	6,109,508	5,803,658	6,002,721	6,043,536
402-0000-361.10-00	Interest	319,127	227,907	313,800	-	960,833
402-0000-361.30-00	Interest - Unrealized	137,780	(216,688)	(850,142)	-	652,754
402-0000-361.40-00	Interest - Realized	61,749	26,698	(34,103)	-	(76,061)
402-0000-364.41-00	Disposition of Assets	-	-	(183,779)	-	-
402-0000-369.30-00	REFUND FROM PRIOR YEAR	-	-	46	-	-
402-0000-369.41-00	Reimb of Claims & Expense	43,569	-	-	-	-
402-0000-381.01-00	TRANSFER - GENERAL FUND	-	-	1,253,955	-	-
402-0000-389.98-00	Use of Net Assets	-	-	70,929	9,930,072	6,199,433
	Total Revenue	\$ 6,612,418	\$ 6,159,090	\$ 6,377,576	\$ 15,935,393	\$ 13,783,495
Expenditure						
402-4045-541.12-00	Regular Salaries & Wages	714,724	614,713	741,265	863,878	1,098,271
402-4045-541.12-02	Regular Salaries - Additional Pays	4,829	6,297	7,914	580	540
402-4045-541.12-06	Reg Salaries - Opt Out Health Insurance	160	1,020	620	2,520	-
402-4045-541.12-10	Regular Salaries & Wages - OPEB	(56,382)	(67,348)	(77,973)	-	-
402-4045-541.14-00	Overtime	7,803	9,998	12,772	10,000	20,000
402-4045-541.21-00	FICA/Medicare Taxes	51,384	47,513	50,950	67,336	85,902
402-4045-541.22-01	Retirement Contributions - FRS	71,264	74,239	83,830	101,818	170,456
402-4045-541.23-00	Medical Insurance	227,205	161,634	201,658	313,727	344,289
402-4045-541.23-02	Medical Insurance - Life & ST Disability	4,718	4,165	4,570	5,633	7,116
402-4045-541.23-03	Retiree Health Ins	3,176	-	-	-	-
402-4045-541.24-00	Worker's Compensation	34,803	36,039	35,696	27,982	59,413
402-4045-541.27-00	Pension GASB 68	129,152	(31,023)	43,415	-	-
402-4045-541.31-00	Professional Services	62,346	42,503	16,139	30,175	63,000
402-4045-541.34-00	Other Contractual Services	39,165	24,909	34,204	83,936	70,566
402-4045-541.34-07	Utilities - GF	3,592	3,444	3,667	4,237	4,880
402-4045-541.34-08	Computer Services - GF	56,894	39,101	57,589	59,815	70,738
402-4045-541.34-09	Engineering Services - GF	18,779	19,757	22,913	30,018	20,139
402-4045-541.34-10	Personnel Services - GF	19,381	19,843	22,192	24,419	28,803
402-4045-541.34-11	Finance/Administration - GF	99,518	134,027	300,105	333,571	333,571
402-4045-541.34-12	Fleet - GF	73,981	71,066	75,934	96,227	101,955
402-4045-541.40-00	Travel & Per Diem	1,021	29	5,900	6,250	6,250
402-4045-541.41-00	Communications Services	2,852	3,899	3,724	4,617	4,325
402-4045-541.42-00	Postage & Transportation	-	-	341	500	500
402-4045-541.43-00	Utility Services	14,268	16,385	19,901	14,060	17,060
402-4045-541.44-00	Rentals & Leases	3,235	4,991	1,270	9,715	6,600
402-4045-541.44-10	Rentals & Leases/gasb 87	-	-	(382)	-	-
402-4045-541.45-01	Insurance - Operating Liability	102,835	90,505	95,551	139,344	118,474
402-4045-541.45-02	Insurance - Auto Liability	18,500	24,619	32,621	31,379	40,063
402-4045-541.46-00	Repair & Maintenance Services	268,829	303,101	306,533	312,000	330,500
402-4045-541.47-00	Printing & Binding	299	253	748	852	855
402-4045-541.48-00	Promotional Activities	-	-	164	-	-
402-4045-541.49-00	Other Charges/Obligations	28,906	31,083	28,792	30,150	30,136
402-4045-541.51-00	Office Supplies	300	329	380	500	500
402-4045-541.52-00	Operating Supplies	21,711	18,663	9,697	32,100	27,000
402-4045-541.52-01	Operating Supplies	45,879	49,043	68,775	55,000	55,000
402-4045-541.52-05	Operating Supplies	5,639	5,399	4,654	6,825	6,825
402-4045-541.53-00	Road Materials & Supplies	68,615	49,516	21,159	70,000	76,000
402-4045-541.54-01	Books/Pubs/Subscrs/Membs	185	190	490	1,212	1,212
402-4045-541.54-02	Books/Pubs/Subscrs/Membs	915	1,325	9,312	14,956	8,190
402-4045-541.54-04	Books/Pubs/Subscrs/Membs	2,713	-	41	-	-
402-4045-541.55-00	Training	-	-	98	1,100	9,366
402-4045-541.61-00	Land Acquisitions	48,960	-	-	-	-
402-4045-541.62-00	Buildings	-	-	17,025	-	-
402-4045-541.63-00	Improve Other Than Bldg	3,854,146	1,781,298	(1,841,557)	11,095,000	10,100,000
402-4045-541.64-00	Machinery & Equipment	59,927	266,273	380,221	677,500	465,000
402-4045-541.71-21	Debt Service - Principal	-	-	-	267,752	275,116
402-4045-541.71-22	Debt Service - Principal	-	-	-	136,095	139,933
402-4045-541.71-23	Debt Service - Principal	-	-	-	23,077	23,607
402-4045-541.71-24	Debt Service - Principal	-	-	-	19,563	20,081
402-4045-541.71-25	Debt Service - Principal	-	-	-	229,406	232,102
402-4045-541.71-26	Debt Service - Principal	-	-	-	518,028	-
402-4045-541.72-05	Debt Service - Interest	-	-	23	-	-
402-4045-541.72-21	Debt Service - Interest	56,338	49,514	42,500	36,825	29,468
402-4045-541.72-22	Debt Service - Interest	44,365	40,790	37,113	35,087	31,250
402-4045-541.72-23	Debt Service - Interest	6,436	5,939	5,430	5,063	4,534
402-4045-541.72-24	Debt Service - Interest	9,870	9,389	8,896	8,456	7,939
402-4045-541.72-25	Debt Service - Interest	151,993	52,281	49,635	47,975	45,279
402-4045-541.72-26	Debt Service - Interest	-	17,821	-	49,134	-
402-4045-541.73-05	Amortization Expense	-	-	362	-	-
402-7979-518.23-03	Medical/Life Insurance	-	-	15,791	-	-
402-7979-541.59-99	Non Classified Expense	1,419,407	1,441,597	1,542,183	-	-
402-7979-541.69-99	Fixed Assets - Capitalized	(3,963,032)	(2,047,571)	1,444,311	-	-
	Total Expenditure	\$ 3,841,604	\$ 3,428,558	\$ 3,949,162	\$ 15,935,393	\$ 14,592,804

PUBLIC WORKS WATER & SEWER DEPARTMENT



Water and Wastewater Department



Mission Statement

The Public Works and Utility Department enhances the quality of life of our customers and visitors by providing exceptional public services through our knowledgeable and dedicated staff.

Role of Water and Wastewater Department

The Sanford Water, Wastewater, and Reclaimed Water Utility provides the City's residential, commercial, light industrial, agricultural and rural areas with potable water and wastewater collection, treatment and disposal. In addition, the utility provides services to unincorporated areas of Seminole County within its service area, and through wholesale agreements. Groundwater from the Floridian Aquifer is drawn and treated at two water treatment facilities and the potable water produced is distributed throughout the service area through the system's transmission pipelines. Wastewater is collected throughout the service area and conveyed to either the Sanford North Water Reclamation Facility, or to the new South Water Reclamation Facility. The treated effluent, or reclaimed water, is then conveyed into the City's Reclaimed Water distribution System for irrigation purposes. The 2024 proposed budget anticipates a CPI rate increase to water and wastewater, effective October 1, 2023.

Summary

Expenditures	2021 Actual	2022 Actual	2023 Budget	2024 Budget
Salaries	\$ 4,702,758	\$ 5,031,045	\$ 6,366,565	\$ 7,288,965
Benefits	1,901,312	2,877,242	3,362,092	3,759,333
Operating	8,349,696	9,035,919	10,422,704	11,615,208
Supplies	6,603,792	7,180,894	2,019,999	2,103,773
Capital	7,560,604	7,403,082	16,454,194	20,962,280
Debt service	996,914	818,840	4,322,800	4,534,010
Transfers	(4,056,017)	(1,946,598)	16,960,143	6,217,022
Total	\$ 26,059,059	\$ 30,400,424	\$ 59,908,497	\$ 56,480,591

Water and Wastewater Department as a percentage of Enterprise Fund

71.4%



Water/Wastewater

Account	Description	2020 Actual	2021 Actual	2022 Actual	2023 Budget	2024 Budget
Revenue						
451-0000-331.30-00	Grant	-	20,272	-	-	-
451-0000-331.80-08	FEMA Reimbursements	25,039	-	-	-	-
451-0000-334.32-30	Grant - FDEP Water Quality	9,500	-	-	-	-
451-0000-334.80-01	FEMA State Reimbursements	1,407	-	-	-	-
451-0000-335.49-01	Fuel Tax Refund	9,326	9,474	10,099	7,800	7,000
451-0000-337.30-36	Grant - SJRWMD	-	3,136	137,378	-	-
451-0000-341.90-03	Tax Collection Commission	288	344	377	302	400
451-0000-341.90-04	Utilities Plan Reviews	1,000	-	(234)	-	-
451-0000-343.60-61	Sewer Charges	10,337,531	11,064,986	11,517,088	10,880,381	11,970,973
451-0000-343.60-62	Sewer Base	4,084,485	4,442,671	4,783,192	4,689,082	5,035,611
451-0000-343.60-63	Water Metered	5,849,465	6,186,106	6,009,760	5,546,375	6,198,228
451-0000-343.60-64	Water Base	2,817,956	3,025,537	3,255,190	3,198,950	3,425,263
451-0000-343.60-65	Reclaimed Water Flow	1,495,061	1,503,046	1,656,963	1,530,327	1,691,401
451-0000-343.60-66	Reclaimed Water Base	424,614	489,146	560,739	533,303	578,114
451-0000-343.65-02	Hydrant Rental Other	75,585	112,241	98,351	138,263	101,857
451-0000-343.66-00	Sewer Service Fee	56,925	74,625	84,693	54,557	72,156
451-0000-343.66-10	Interceptor Services	259,424	223,166	84,240	-	-
451-0000-343.66-12	Permitting Fees	14,182	-	14,150	-	-
451-0000-343.66-14	Test and Analysis Fees	10,425	1,484	3,385	-	-
451-0000-343.66-16	Violations and Penalties	2,125	-	-	-	-
451-0000-343.67-00	Water Service Charges	406,405	673,957	553,144	597,556	579,909
451-0000-343.68-00	Reclaimed Water Services	154,654	286,486	247,407	308,225	262,634
451-0000-361.10-00	Interest	283,710	224,283	296,852	-	825,130
451-0000-361.10-10	Interest/gasb 87	-	-	21,049	-	-
451-0000-361.30-00	Interest	109,239	(213,866)	(784,059)	-	537,228
451-0000-361.40-00	Interest	54,434	26,314	(30,988)	-	(65,758)
451-0000-362.01-00	Rent Lake Jessup Groves	2,049	11,253	526	500	500
451-0000-362.10-00	Rent	10	10	10	10	10
451-0000-362.10-01	Rent Cattle Lease Site 10	48,690	-	-	48,690	-
451-0000-362.10-02	Rent Derby Park	51,605	53,787	55,022	40,000	56,000
451-0000-362.10-07	Rent - AT&T Tower Lease	25,300	-	55,520	30,000	30,000
451-0000-364.41-00	Disposition of Assets	29,979	22,881	44,784	8,400	10,000
451-0000-365.10-00	Sale of Scrap	328	1,431	-	-	-
451-0000-369.40-19	Reimbursements	65,150	65,150	65,150	65,150	65,150
451-0000-369.41-00	Reimbursements	7,331	4,354	(1,979)	7,600	-
451-0000-369.42-00	Reimbursements - contract work	1,359	-	-	-	-
451-0000-369.90-00	Other Miscellaneous	7,122	9,251	1,746	10,000	-
451-0000-369.90-01	Cash Over/(Short)	(50)	(20)	(1)	-	-
451-0000-369.91-01	Returned Checks	4,438	3,820	3,233	3,763	3,800
451-0000-369.92-00	Delinquent Late Fees	(2,128)	3,388	7,287	3,178	3,000
451-0000-369.92-01	Delinquent Late Fees	340,896	317,290	370,988	320,000	370,000
451-0000-381.14-00	Transfers - Impact Fee Fund	1,500,000	800,000	1,400,000	1,100,000	1,100,000
451-0000-389.80-01	Contributions - Subdivisions	6,706,227	3,937,708	2,566,043	-	-
451-0000-389.98-00	Use of Reserves	-	-	(652,512)	9,432,904	1,407,690
Total		\$ 35,271,086	\$ 33,383,711	\$ 32,434,593	\$ 38,555,316	\$ 34,266,296

Administration

The Administration function provides overall utility management, strategic planning, billing, intake and processing of customer payments, new account services and utility line location services.

Summary

Expenditures	2021 Actual	2022 Actual	2023 Budget	2024 Budget
Salaries	\$ 1,042,692	\$ 1,152,482	\$ 1,376,187	\$ 1,678,930
Benefits	422,780	652,828	727,027	836,490
Operating	2,792,391	2,905,270	3,661,179	3,918,015
Supplies	51,836	56,873	75,138	103,023
Debt service	11,376	19,857	12,000	12,000
Total	\$ 4,321,075	\$ 4,787,310	\$ 5,851,531	\$ 6,548,458

Funding Source				
Total	4,321,075	4,787,310	5,851,531	6,548,458
Total	\$ 4,321,075	\$ 4,787,310	\$ 5,851,531	\$ 6,548,458

Our Accomplishments in 2022-23

- ❖ Approved for \$78 million 1.4 PFAS mitigation plan.
- ❖ Secured a FDEP grant of \$750,000 for nutrient reduction sewer work.
- ❖ Successfully managed a brackish water pilot for future supply.
- ❖ Developed emergency response plan for failing vacuum sewer system.

Goals and Objectives for 2023-24

- ❖ Begin a mass meter exchange program.
- ❖ Complete work order management system upgrade.
- ❖ Finish SR water main replacement project.
- ❖ Complete improvements to the vacuum sewer system.

UTILITIES - ADMINISTRATION

Performance Measures

Activity	Actual 2020-2021	Actual 2021-2022	Expected 2022-2023	Proposed 2023-2024
Total # of over the phone payments	35,267	31,136	32,000	32,000
Total # of online payments	113,776	124,410	130,000	130,000
Total # of mailed payments	36,112	33,071	35,000	35,000
Total # of walk up customers served	11,724	15,235	12,000	12,000
Water Quality Complaints	74	74	83	94
Average# of waste water customers	16,324	16,957	17,307	17,507
Average# of water customers	17,756	18,389	18,739	18,939
Average# of new accounts monthly	258	219	223	220

Authorized Positions

Full Time Equivalents	Funded 2022	Funded 2023	+/-	Funded 2024	Authorized & Unfunded
Utilities - Water/Wastewater - Administration					
Public Utilities Director	-	-	-	-	1.00
Public Works Director **	0.45	0.45	-	0.45	-
Utility Support Services Manager	1.00	1.00	-	1.00	-
Utility System Engineer	1.00	1.00	-	1.00	-
Utility Engineer Technician	1.00	1.00	-	1.00	-
Project Manager **	0.40	0.40	-	0.40	-
Customer Service Supervisor	1.00	1.00	-	1.00	-
GIS Analyst **	1.50	1.50	-	1.50	-
Administrative Coordinator	1.00	1.00	-	1.00	-
Utility Inspector	4.00	4.00	-	4.00	-
Backflow Inspector	-	1.00	-	1.00	-
Utility Systems Inspections Supervisor	1.00	1.00	-	1.00	-
Utility Billing Coordinator	1.00	1.00	-	1.00	-
Utility Billing and Customer Service Coordinator	1.00	1.00	-	1.00	-
Lead Customer Service Representative	1.00	1.00	-	1.00	-
Administrative Services Manager	-	-	0.30	0.30	-
Administrative Specialist III	1.00	1.00	-	1.00	-
Customer Service Representative	5.50	5.50	-	5.50	-
Administrative Specialist II**	0.50	1.00	-	1.00	-
Total Full Time Equivalents	22.35	23.85	0.30	24.15	1.00

**Split between funds or departments/divisions

Account	Description	2020 Actual	2021 Actual	2022 Actual	2023 Budget	2024 Budget
Personnel Services						
451-4510-536.12-00	Regular Salaries & Wages	1,048,579	1,080,200	1,184,299	1,225,798	1,577,311
451-4510-536.12-02	Regular Salaries - Additional Pays	15,406	19,681	21,242	9,595	15,768
451-4510-536.12-06	Reg Salaries - Opt Out Health Insurance	940	540	840	2,940	2,400
451-4510-536.12-10	Regular Salaries & Wages - OPEB	(67,029)	(80,065)	(92,697)	-	-
451-4510-536.13-00	Other Salaries & Wages	-	-	-	92,854	43,451
451-4510-536.14-00	Overtime	19,656	22,336	38,798	45,000	40,000
451-4510-536.21-00	FICA/Medicare Taxes	75,418	79,084	85,925	105,684	128,917
451-4510-536.22-01	Retirement Contributions	112,450	141,917	162,991	-	277,538
451-4510-536.22-06	RETIREMENT CONTRIBUTIONS	-	-	-	178,150	-
451-4510-536.23-00	Medical Insurance	259,212	238,054	293,707	423,253	395,384
451-4510-536.23-02	Medical Insurance - Life & ST Disability	6,653	6,824	7,156	8,711	10,617
451-4510-536.24-00	Worker's Compensation	12,275	16,552	18,638	11,229	24,034
451-4510-536.25-00	Unemployment Comp	-	(346)	-	-	-
451-4510-536.27-00	Pension GASB 68	203,795	(59,305)	84,411	-	-
	Subtotal Personnel Services	\$ 1,687,355	\$ 1,465,472	\$ 1,805,310	\$ 2,103,214	\$ 2,515,420
Operating						
451-4510-536.31-00	Professional Services	261,432	328,925	200,652	486,000	585,000
451-4510-536.34-00	Other Contractual Services	84,670	78,836	68,488	107,283	172,842
451-4510-536.34-08	Computer Services - GF	312,177	214,545	336,496	354,275	408,116
451-4510-536.34-09	Engineering Services - GF	125,941	132,500	153,666	215,552	243,785
451-4510-536.34-10	Personnel Services - GF	106,343	108,877	129,671	144,630	166,176
451-4510-536.34-11	Finance/Administration - GF	1,099,581	1,064,827	1,106,696	1,123,722	1,161,488
451-4510-536.34-12	Fleet - GF	71,878	73,643	109,281	141,543	128,563
451-4510-536.40-00	Travel & Per Diem	1,192	25	60	4,180	4,180
451-4510-536.41-00	Communications Services	15,377	18,445	17,988	18,928	18,600
451-4510-536.42-00	Postage & Transportation	78,209	73,966	85,883	83,500	85,000
451-4510-536.43-00	Utility Services	141,146	174,560	157,132	230,000	185,000
451-4510-536.44-00	Rentals & Leases	13,660	13,671	13,506	26,500	23,500
451-4510-536.44-10	RENTALS & LEASES	-	-	(16,972)	-	-
451-4510-536.45-01	Insurance - Operating Liability	26,633	23,461	24,305	32,740	28,047
451-4510-536.45-02	Insurance - Auto Liability	1,197	1,592	2,189	1,870	2,224
451-4510-536.46-00	Repair & Maintenance Services	51,671	27,468	17,283	210,406	202,944
451-4510-536.47-00	Printing & Binding	44,707	47,245	50,086	58,400	69,900
451-4510-536.48-00	Promotional Activities	2,270	2,142	2,656	7,950	7,450
451-4510-536.49-00	Other Charges/Obligations	334,646	407,663	446,204	413,700	425,200
451-4510-536.51-00	Office Supplies	10,560	11,276	13,931	21,500	22,500
451-4510-536.52-00	Operating Supplies	14,401	26,888	18,972	15,400	37,100
451-4510-536.52-01	Operating Supplies - Gasoline/Diesel/Lubric	4,293	6,991	13,486	12,000	12,000
451-4510-536.52-05	Operating Supplies - Uniforms	2,379	1,261	1,381	3,900	4,225
451-4510-536.54-01	Books/Pubs/Subsc/Memb - Prof Dues	1,716	4,245	4,042	7,398	7,398
451-4510-536.54-02	Books/Pubs/Subsc/Memb - Conf/Seminar	804	1,175	5,061	5,950	6,250
451-4510-536.54-04	Books/Pubs/Subsc/Memb - School Tuition	12,210	-	-	2,190	5,250
451-4510-536.55-00	Training	-	-	-	6,800	8,300
	Subtotal Operating	\$ 2,819,093	\$ 2,844,227	\$ 2,962,143	\$ 3,736,317	\$ 4,021,038
Debt service						
451-4510-536.72-05	Int Payment/GASB87	-	-	1,007	-	-
451-4510-536.72-45	Debt Service - Interest	6,148	11,376	2,805	12,000	12,000
451-4510-536.73-05	Amortization Expense	-	-	16,045	-	-
	Subtotal Debt service	\$ 6,148	\$ 11,376	\$ 19,857	\$ 12,000	\$ 12,000
Total		\$ 4,512,596	\$ 4,321,075	\$ 4,787,310	\$ 5,851,531	\$ 6,548,458

Water/Wastewater Plants Combined

This division is responsible for the four plants operated by the utility, as well as lift station operations (wastewater collection). It is also responsible for four well fields. The City has nearly 60,000 water customers who consume over 7 million gallons of potable water per day. Combined, the City's water plants have the capacity to produce 15.1 million gallons per day. The City has 19 deep wells and nearly 1,500 fire hydrants.

Summary

Expenditures	2021 Actual	2022 Actual	2023 Budget	2024 Budget
Salaries	\$ 2,188,558	\$ 2,286,573	\$ 2,896,040	\$ 3,242,990
Benefits	823,346	1,284,143	1,442,579	1,675,658
Operating	215,293	296,647	426,963	365,143
Supplies	84,070	124,773	141,920	135,650
Total	\$ 3,311,267	\$ 3,992,136	\$ 4,907,502	\$ 5,419,441

Funding Source				
Total	3,311,267	3,992,136	4,907,502	5,419,441
Total	\$ 3,311,267	\$ 3,992,136	\$ 4,907,502	\$ 5,419,441

Our Accomplishments in 2022-23

- ❖ Installed a new generator at the high school lift station.
- ❖ Installed a generator at the Twin Lakes Wellfield.
- ❖ Replaced all seven vacuum main isolation valves for the vacuum sewer system.
- ❖ Replaced all four air blowers for the IFAS system at the NWRf with new superior sulzer blower units.
- ❖ Overhauled and rebuilt one of the two influent channel barscreens at the NWRf.
- ❖ Replaced Mayfair Golf Course well #1 pump, motor, and piping.

Goals and Objectives for 2023-24

- ❖ Install two generators at the lift stations that do not have them.
- ❖ Pressure wash and paint two ground storage tanks at water treatment plant #2.
- ❖ Put the new main drinking water treatment plant in service.
- ❖ Complete the remodeling construction of a new operator's station office and lab at the NWRf.
- ❖ Overhaul and rebuild the second influent channel barscreen at the NWRf.
- ❖ Complete overhaul and rebuild of two Kruger acti-flow filtration treatment systems at the NWRf.

UTILITIES - COMBINED WATER AND WASTEWATER

Performance Measures

Activity	Actual 2020-2021	Actual 2021-2022	Expected 2021-2022	Proposed 2023-2024
# Gallons water produced (in million gallons)	2,521	2,908	3,000	3,500
Volume of wastewater (MG) treated	2,765	2,562	2,500	2,750
Average daily potable water demand (MG)	6.9	7.3	7.8	8.0
Average daily maximum potable water (MG)	7.7	8.0	8.3	8.5
% water produced within FDEP compliance	100%	100%	100%	100%

Authorized Positions

Full Time Equivalents	Funded 2022	Funded 2023	+/-	Funded 2024	Authorized & Unfunded
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Utilities - Water/Wastewater - Plants					
Water Resource Engineer	1.00	1.00	-	1.00	-
Plants Manager	1.00	1.00	-	1.00	-
Assistant Plants Manager	1.00	1.00	-	1.00	-
Industrial Pre-Treatment Coordinator	1.00	1.00	-	1.00	-
Lead Water Operator	1.00	1.00	-	1.00	-
Water Quality Specialist	1.00	-	-	-	-
Water Quality Engineer	-	1.00	-	1.00	-
Lead Wastewater Operator	2.00	2.00	-	2.00	-
Environmental Coordinator	1.00	1.00	-	1.00	-
Instrument Control Specialist	2.00	2.00	(1.00)	1.00	-
Lift Station Mechanic***	1.00	1.00	-	1.00	-
Utility Wastewater Plant Operator III	8.00	8.00	-	8.00	-
Utility Plant Maintenance Mechanic	4.00	4.00	-	4.00	-
Utility Wastewater Plant Operator II	1.00	1.00	-	1.00	-
Utility Water Plant Operator II	1.00	1.00	-	1.00	-
Environmental Technician	1.00	1.00	(1.00)	-	-
Electrical Technician	2.00	1.00	1.00	2.00	-
Electrical Technician II	-	1.00	-	1.00	-
Process Control Technician	1.00	-	-	-	-
Water/Wastewater Quality Control Tech	-	1.00	-	1.00	-
Equipment Operator IV	1.00	1.00	-	1.00	-
Utility Wastewater Plant Operator I	2.00	2.00	-	2.00	-
Utility Water Plant Operator I	6.00	6.00	-	6.00	-
Lift Station Operator	2.00	2.00	1.00	3.00	-
Administrative Specialist III	1.00	1.00	-	1.00	-
Utility Field Service Technician I-III***	6.00	6.00	-	6.00	-
Administrative Specialist II**	0.50	0.50	-	0.50	-
Custodial Worker I	1.00	1.00	-	1.00	-
Total Full Time Equivalents	49.50	49.50	-	49.50	-

**Split between funds or departments/divisions

Account	Description	2020 Actual	2021 Actual	2022 Actual	2023 Budget	2024 Budget
Personnel Services						
451-4520-536.12-00	Regular Salaries & Wages	2,161,861	2,280,824	2,365,025	2,764,777	3,030,766
451-4520-536.12-02	Regular Salaries - Additional Pays	13,338	12,255	14,805	10,000	5,020
451-4520-536.12-06	Reg Salaries - Opt Out Health Insurance	6,300	4,700	2,700	4,800	4,800
451-4520-536.12-10	Regular Salaries & Wages - OPEB	(142,455)	(177,325)	(205,302)	-	-
451-4520-536.13-00	Other Salaries & Wages	-	-	-	16,463	72,404
451-4520-536.14-00	Overtime	73,782	68,104	109,345	100,000	130,000
451-4520-536.21-00	FICA/Medicare Taxes	165,625	168,488	179,026	222,348	248,965
451-4520-536.22-01	Retirement Contributions	201,591	241,994	278,482	335,123	529,955
451-4520-536.23-00	Medical Insurance	457,477	427,710	590,330	815,529	779,662
451-4520-536.23-02	Medical Insurance - Life & ST Disability	13,932	14,409	15,319	17,914	19,643
451-4520-536.24-00	Worker's Compensation	58,663	71,870	76,764	51,665	97,433
451-4520-536.27-00	Pension GASB 68	365,346	(101,125)	144,222	-	-
	Subtotal Personnel Services	\$ 3,375,460	\$ 3,011,904	\$ 3,570,716	\$ 4,338,619	\$ 4,918,648
Operating						
451-4520-536.31-00	Professional Services	115,859	55,301	69,023	205,000	145,000
451-4520-536.34-00	Other Contractual Services	11,914	12,322	6,712	15,000	15,000
451-4520-536.40-00	Travel & Per Diem	4,667	38	320	6,800	5,800
451-4520-536.41-00	Communications Services	13,659	14,686	16,411	16,613	17,350
451-4520-536.42-00	Postage & Transportation	147	45	66	500	100
451-4520-536.44-00	Rentals & Leases	7,244	15,129	4,759	6,500	5,000
451-4520-536.45-01	Insurance - Operating Liability	9,221	8,123	8,444	8,444	9,437
451-4520-536.45-02	Insurance - Auto Liability	9,245	12,303	16,106	16,106	15,631
451-4520-536.46-00	Repair & Maintenance Services	111,873	87,481	143,801	122,000	122,000
451-4520-536.47-00	Printing & Binding	1,123	1,415	1,856	1,900	1,900
451-4520-536.49-00	Other Charges/Obligations	8,071	8,450	29,149	28,100	27,925
451-4520-536.51-00	Office Supplies	207	588	570	2,200	2,200
451-4520-536.52-00	Operating Supplies	20,672	18,333	23,128	14,000	19,000
451-4520-536.52-01	Operating Supplies - Gasoline/Diesel/Lubric	48,307	49,779	91,354	100,000	95,000
451-4520-536.52-05	Operating Supplies - Uniforms	7,060	7,997	6,425	9,000	9,000
451-4520-536.54-01	Books/Pubs/Subsc/Memb - Prof Dues	831	3,275	330	3,300	1,450
451-4520-536.54-02	Books/Pubs/Subsc/Memb -Conf/Seminar	3,470	3,241	2,966	5,420	4,200
451-4520-536.54-03	Books/Pubs/Subsc/Memb - Subscriptions	-	857	-	400	400
451-4520-536.55-00	Training	-	-	-	7,600	4,400
	Subtotal Operating	\$ 373,570	\$ 299,363	\$ 421,420	\$ 568,883	\$ 500,793
Total		\$ 3,749,030	\$ 3,311,267	\$ 3,992,136	\$ 4,907,502	\$ 5,419,441

Account	Description	2020 Actual	2021 Actual	2022 Actual	2023 Budget	2024 Budget
Operating						
451-4521-536.31-00	Professional Services	-	25,000	-	-	100,000
451-4521-536.34-00	Other Contractual Services	29,588	36,639	25,945	58,500	53,000
451-4521-536.43-00	Utility Services	225,092	251,400	287,219	265,000	265,000
451-4521-536.44-00	Rentals & Leases	-	1,117	-	500	1,000
451-4521-536.45-01	Insurance - Operating Liability	2,184	1,924	1,991	1,991	2,300
451-4521-536.46-00	Repair & Maintenance Services	28,409	27,232	85,746	87,000	91,000
451-4521-536.47-00	Printing & Binding	-	-	-	500	500
451-4521-536.51-00	Office Supplies	31	62	301	1,000	1,000
451-4521-536.52-00	Operating Supplies	109,251	94,128	127,684	140,000	133,000
451-4521-536.52-01	Operating Supplies - Gasoline/Diesel/Lubric	3,139	5,302	12,386	5,000	5,000
	Subtotal Operating	\$ 397,694	\$ 442,804	\$ 541,272	\$ 559,491	\$ 651,800
Total		\$ 397,694	\$ 442,804	\$ 541,272	\$ 559,491	\$ 651,800

Account	Description	2020 Actual	2021 Actual	2022 Actual	2023 Budget	2024 Budget
Operating						
451-4522-536.31-00	Professional Services	-	-	-	10,000	-
451-4522-536.34-00	Other Contractual Services	15,876	29,639	5,942	45,000	30,000
451-4522-536.43-00	Utility Services	115,073	123,927	138,813	150,000	150,000
451-4522-536.44-00	Rentals & Leases	6,077	1,283	77	1,300	1,300
451-4522-536.45-01	Insurance - Operating Liability	1,741	1,534	1,587	1,587	2,084
451-4522-536.46-00	Repair & Maintenance Services	54,790	23,367	37,701	63,000	63,000
451-4522-536.52-00	Operating Supplies	86,210	72,666	166,779	341,000	346,000
	Subtotal Operating	\$ 279,767	\$ 252,416	\$ 350,899	\$ 611,887	\$ 592,384
Capital						
451-4522-536.64-06	MACHINERY & EQUIPMENT	-	69,164	-	-	-
	Subtotal Capital	\$ -	\$ 69,164	\$ -	\$ -	\$ -
Total		\$ 279,767	\$ 321,580	\$ 350,899	\$ 611,887	\$ 592,384

Account	Description	2020 Actual	2021 Actual	2022 Actual	2023 Budget	2024 Budget
Operating						
451-4525-536.45-01	Insurance - Operating Liability	15,275	13,455	14,220	14,220	17,014
451-4525-536.46-00	Repair & Maintenance Services	52,144	13,738	80,997	105,000	100,000
451-4525-536.49-00	Other Charges/Obligations	-	-	-	250	250
451-4525-536.52-00	Operating Supplies	-	12	-	500	500
	Subtotal Operating	\$ 67,419	\$ 27,205	\$ 95,217	\$ 119,970	\$ 117,764
Capital						
451-4525-536.64-06	MACHINERY & EQUIPMENT	-	13,244	-	-	-
	Subtotal Capital	\$ -	\$ 13,244	\$ -	\$ -	\$ -
Total		\$ 67,419	\$ 40,449	\$ 95,217	\$ 119,970	\$ 117,764

Account	Description	2020 Actual	2021 Actual	2022 Actual	2023 Budget	2024 Budget
Operating						
451-4527-536.31-00	Professional Services	10,242	695	707	29,200	29,200
451-4527-536.34-00	Other Contractual Services	463,200	210,777	208,519	351,200	326,200
451-4527-536.42-00	Communications Services	132	478	250	500	250
451-4527-536.43-00	Utility Services	708,947	854,895	946,275	833,000	827,000
451-4527-536.44-00	Rentals & Leases	2,243	78,403	75,071	26,000	25,000
451-4527-536.45-01	Insurance - Operating Liability	257,160	226,525	240,885	240,885	282,032
451-4527-536.45-02	INSURANCE	-	1,848	8,959	8,959	11,231
451-4527-536.46-00	Repair & Maintenance Services	170,969	232,823	332,187	400,500	419,500
451-4527-536.47-00	Printing & Binding	121	-	-	100	100
451-4527-536.49-00	Other Charges/Obligations	552	434	13,865	2,500	2,500
451-4527-536.51-00	Office Supplies	1,523	513	1,493	3,000	3,000
451-4527-536.52-00	Operating Supplies	297,226	644,650	728,775	961,000	1,006,000
451-4527-536.52-01	Operating Supplies - Gasoline/Diesel/Lubric	666	10,458	46,776	15,000	20,000
	Subtotal Operating	\$ 1,912,981	\$ 2,262,499	\$ 2,603,762	\$ 2,871,844	\$ 2,952,013
Capital						
451-4527-536.64-00	MACHINERY & EQUIPMENT	-	11,893	-	-	-
	Subtotal Capital	\$ -	\$ 11,893	\$ -	\$ -	\$ -
Total		\$ 1,912,981	\$ 2,274,392	\$ 2,603,762	\$ 2,871,844	\$ 2,952,013

Account	Description	2020 Actual	2021 Actual	2022 Actual	2023 Budget	2024 Budget
Operating						
451-4528-536.31-00	Professional Services	100	100	-	10,100	-
451-4528-536.34-00	Other Contractual Services	39,600	65,250	42,185	47,000	46,000
451-4528-536.42-00	POSTAGE & TRANSPORTATION	-	-	166	-	200
451-4528-536.43-00	Utility Services	144,094	165,346	214,735	215,000	215,000
451-4528-536.44-00	Rentals & Leases	-	1,805	-	3,500	3,000
451-4528-536.46-00	Repair & Maintenance Services	144,804	144,947	144,838	250,000	250,000
451-4528-536.47-00	Printing & Binding	121	-	-	-	-
451-4528-536.49-00	Other Charges/Obligations	165	348	394	-	500
451-4528-536.51-00	Office Supplies	1,038	74	1,138	1,500	1,500
451-4528-536.52-00	Operating Supplies	42,276	44,143	59,263	105,200	105,200
451-4528-536.52-01	Operating Supplies - Gasoline/Diesel/Lubric	-	-	24	3,000	4,000
	Subtotal Operating	\$ 372,198	\$ 422,013	\$ 462,743	\$ 635,300	\$ 625,400
Total		\$ 372,198	\$ 422,013	\$ 462,743	\$ 635,300	\$ 625,400

Account	Description	2020 Actual	2021 Actual	2022 Actual	2023 Budget	2024 Budget
Operating						
451-4529-536.34-00	Other Contractual Services	90	156	222	500	500
451-4529-536.42-00	Postage & Transportation	508	-	-	-	500
451-4529-536.43-00	Utility Services	126,184	138,830	176,600	137,000	170,000
451-4529-536.44-00	Rentals & Leases	9,000	700	540	5,000	5,000
451-4529-536.45-01	Insurance - Operating Liability	22,358	19,695	21,842	21,842	35,254
451-4529-536.45-02	Insurance - Automobile	-	98	127	100	135
451-4529-536.46-00	Repair & Maintenance Services	121,683	116,621	148,157	158,000	168,000
451-4529-536.51-00	Office Supplies	-	-	60	250	200
451-4529-536.52-00	Operating Supplies	984	465	2,564	2,200	2,700
451-4529-536.52-01	Operating Supplies - Gasoline/Diesel/Lubric	759	177	2,621	2,000	2,500
	Subtotal Operating	\$ 281,566	\$ 276,742	\$ 352,733	\$ 326,892	\$ 384,789
Total		\$ 281,566	\$ 276,742	\$ 352,733	\$ 326,892	\$ 384,789

Water Distribution

This division is responsible for mains, lines and pumps for the safe and reliable delivery of water to all customers.

Summary

Expenditures	2021 Actual	2022 Actual	2023 Budget	2024 Budget
Salaries	\$ 535,932	\$ 636,223	\$ 957,164	\$ 1,078,740
Benefits	233,529	342,377	488,687	560,070
Operating	658,798	782,891	833,071	1,208,314
Supplies	49,170	67,625	91,800	92,800
Total	\$ 1,477,429	\$ 1,829,116	\$ 2,370,722	\$ 2,939,924

Funding Source				
Total	1,477,429	1,829,116	2,370,722	2,939,924
Total	\$ 1,477,429	\$ 1,829,116	\$ 2,370,722	\$ 2,939,924

Our Accomplishments in 2022-23

- ❖ Replaced three fire hydrants.
- ❖ Replaced over 1,000 lf of water line 2" and under.
- ❖ Responded to over 1,250 locates.
- ❖ Repaired numerous service line leaks at the meter.
- ❖ Installed over 200 5/8" x 3/4" meters.

Goals and Objectives for 2023-24

- ❖ Replace seven to ten hydrants.
- ❖ Add at least 5 new water system valves.
- ❖ Start working with contractor installing new AMI meter system and meters.
- ❖ Provide training with customer service and field staff.
- ❖ Continue with our Uni-directional flushing program.

UTILITIES - WATER DISTRIBUTION

Performance Measures

Activity	Actual 2020-2021	Actual 2021-2022	Expected 2022-2023	Proposed 2023-2024
# Total Meters System Wide	24,117	26,105	27,000	28,000
# Radio Read Meters System Wide	23,994	25,191	24,000	23,000
# Hydrants System Wide	1,578	1,963	1,600	1,620
# Work Orders Completed	11,084	11,369	11,500	11,500
# Locates Responded To	1,460	N/A	5,653	500
# New Meters Installed (all radio reads)	-	N/A	1,000	1,500
Read Meter Accuracy	52%	48%	50%	60%
Linear Feet of Water Mains System Wide	1,795,200	1,808,770	1,808,770	1,808,770

Authorized Positions

Full Time Equivalents	Funded 2022	Funded 2023	+/-	Funded 2024	Authorized & Unfunded
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Utilities - Water/Wastewater - Water Distribution					
Utility Systems Maintenance Supervisor	1.00	1.00	-	1.00	-
Utility Crew Leader	3.00	3.00	-	3.00	-
Utility Field Specialist	3.00	2.00	-	2.00	-
Utility Field Locate Specialist	-	1.00	-	1.00	-
Equipment Operator III	1.00	1.00	-	1.00	-
Administrative Specialist III	1.00	1.00	-	1.00	-
Field Service Technician	6.00	7.00	-	7.00	-
Utility Field Service Technician I	3.00	2.00	-	2.00	-
Total Full Time Equivalents	18.00	18.00	-	18.00	-

Account	Description	2020 Actual	2021 Actual	2022 Actual	2023 Budget	2024 Budget
Personnel Services						
451-4530-536.12-00	Regular Salaries & Wages	546,789	494,996	599,166	843,964	965,690
451-4530-536.12-02	Regular Salaries & Wages	-	-	2,077	-	2,000
451-4530-536.12-06	Reg Salaries - Opt Out Health Insurance	900	200	200	2,000	-
451-4530-536.12-10	Regular Salaries & Wages - OPEB	(53,983)	(64,482)	(74,655)	-	-
451-4530-536.13-00	OTHER SALARIES & WAGES	-	-	-	1,200	-
451-4530-536.14-00	Overtime	108,106	105,218	109,435	110,000	111,050
451-4530-536.21-00	FICA/Medicare Taxes	48,897	42,444	47,445	73,461	82,796
451-4530-536.22-01	Retirement Contributions	64,268	64,954	76,040	113,616	158,426
451-4530-536.23-00	Medical Insurance	161,589	132,252	154,871	277,682	277,747
451-4530-536.23-02	Medical Insurance - Life & ST Disability	3,438	2,957	3,449	5,229	6,063
451-4530-536.24-00	Worker's Compensation	17,807	18,065	21,192	18,699	35,038
451-4530-536.27-00	Pension GASB 68	116,475	(27,143)	39,380	-	-
	Subtotal Personnel Services	\$ 1,014,286	\$ 769,461	\$ 978,600	\$ 1,445,851	\$ 1,638,810
Operating						
451-4530-536.31-00	Professional Services	7,598	12,303	8,130	25,000	15,000
451-4530-536.34-00	Other Contractual Services	-	421	134,265	56,500	323,500
451-4530-536.40-00	Travel & Per Diem	-	-	-	70	70
451-4530-536.41-00	Communications Services	6,718	7,235	7,418	9,355	8,525
451-4530-536.42-00	Postage & Transportation	-	-	-	100	100
451-4530-536.43-00	Utility Services	19,488	20,239	21,309	22,900	23,500
451-4530-536.44-00	Rentals & Leases	1,127	3,700	1,223	5,000	5,000
451-4530-536.45-01	Insurance - Operating Liability	219,228	193,796	210,106	210,106	254,015
451-4530-536.45-02	Insurance - Auto Liability	2,962	3,942	4,345	4,345	5,294
451-4530-536.46-00	Repair & Maintenance Services	76,390	132,333	392,523	497,000	569,500
451-4530-536.46-05	Repair & Maintenance Services/Utility Lines	284,341	283,011	-	-	-
451-4530-536.47-00	Printing & Binding	1,123	1,415	1,708	1,700	1,700
451-4530-536.49-00	Other Charges/Obligations	290	403	1,864	995	2,110
451-4530-536.51-00	Office Supplies	515	1,766	779	3,000	2,500
451-4530-536.52-00	Operating Supplies	6,947	9,095	12,937	14,800	16,300
451-4530-536.52-01	Operating Supplies - Gasoline/Diesel/Lubric	30,707	33,047	49,833	55,000	55,000
451-4530-536.52-05	Operating Supplies - Uniforms	5,632	5,212	4,076	7,150	7,150
451-4530-536.54-01	Books/Pubs/Subsc/Memb - Prof Dues	-	-	-	550	550
451-4530-536.54-02	Books/Pubs/Subsc/Memb -Conf/Seminar	255	50	-	4,300	4,300
451-4530-536.55-00	Training	-	-	-	7,000	7,000
	Subtotal Operating	\$ 663,321	\$ 707,968	\$ 850,516	\$ 924,871	\$ 1,301,114
Total		\$ 1,677,607	\$ 1,477,429	\$ 1,829,116	\$ 2,370,722	\$ 2,939,924

Wastewater Collection

This division is responsible for the maintenance and repair of the City's system of wastewater transmission lines, lift stations and pumps.

Summary

Expenditures	2021 Actual	2022 Actual	2023 Budget	2024 Budget
Salaries	\$ 935,576	\$ 955,767	\$ 1,137,174	\$ 1,288,305
Benefits	364,439	534,553	604,079	672,433
Operating	383,483	688,112	954,317	1,178,171
Supplies	70,205	89,696	130,491	141,700
Total	\$ 1,753,703	\$ 2,268,128	\$ 2,826,061	\$ 3,280,609

Funding Source				
Total	1,753,703	2,268,128	2,826,061	3,280,609
Total	\$ 1,753,703	\$ 2,268,128	\$ 2,826,061	\$ 3,280,609

Our Accomplishments in 2022-23

- ❖ Completely evaluated the vacuum system.
- ❖ Installed one new vacuum pit.
- ❖ Lined over 3,500 lf of sewer pipe.
- ❖ Responded to over 1,250 locate requests.
- ❖ Installed 12 new sewer connections.

Goals and Objectives for 2023-24

- ❖ If received, use \$2.9 million to continue efforts to improve the sanitary sewer system by lining, CCTV, and finding sources of I/I.
- ❖ Rehabilitate at least 20 manholes.
- ❖ Install 7 more smart covers to help pin point I/I concerns.
- ❖ Install telemetry equipment throughout the vacuum system.
- ❖ Clean 600,000 feet of gravity sewer mainlines.

UTILITIES - WASTEWATER COLLECTION

Performance Measures

Activity	Actual 2020-2021	Actual 2021-2022	Expected 2022-2023	Proposed 2023-2024
Total manholes in collection system	4,053	4,475	4,500	4,500
Number of work orders	3,501	3,351	3,500	3,500
# Lift Stations in Service	75	75	80	85
Point Repairs	37	27	35	40
Linear Feet of Gravity Sewer Main	924,799	929,838	929,838	929,838
Linear Feet of sewer vacuum	44,167	44,231	44,231	44,231
Linear Feet of Force Main	358,087	357,512	351,512	357,512

Authorized Positions

Full Time Equivalents	Funded 2022	Funded 2023	+/-	Funded 2024	Authorized & Unfunded
Utilities -Water/Wastewater Collection					
Utility Operations Manager	1.00	1.00	-	1.00	-
Utility Systems Maintenance Supervisor	1.00	1.00	-	1.00	-
Utility Crew Leader	2.00	2.00	-	2.00	-
Utility Operations Technician	1.00	1.00	-	1.00	-
Utility Operations Specialist	1.00	1.00	-	1.00	-
Utility Field Specialist	3.00	2.00	-	2.00	-
Utility Field Locate Specialist	-	1.00	-	1.00	-
Equipment Operator IV	3.00	3.00	-	3.00	-
Utility Field Service Technician III	2.00	2.00	-	2.00	-
Utility Field Service Technician II	3.00	3.00	-	3.00	-
Utility Field Service Technician	2.00	2.00	-	2.00	-
Equipment Operator I	1.00	1.00	-	1.00	-
Total Full Time Equivalents	20.00	20.00	-	20.00	-

Account	Description	2020 Actual	2021 Actual	2022 Actual	2023 Budget	2024 Budget
Personnel Services						
451-4540-536.12-00	Regular Salaries & Wages	814,358	887,569	929,238	1,007,174	1,177,105
451-4540-536.12-02	Regular Salaries & Wages	294	4,150	-	-	-
451-4540-536.12-06	Reg Salaries - Opt Out Health Insurance	500	-	400	-	1,200
451-4540-536.12-10	Regular Salaries & Wages - OPEB	(59,981)	(71,646)	(82,950)	-	-
451-4540-536.14-00	Overtime	96,157	115,503	109,079	130,000	110,000
451-4540-536.21-00	FICA/Medicare Taxes	69,745	71,037	70,140	87,281	98,891
451-4540-536.22-01	Retirement Contributions	94,100	109,836	118,077	128,295	189,187
451-4540-536.23-00	Medical Insurance	227,035	194,226	248,400	361,827	336,598
451-4540-536.23-02	Medical Insurance - Life & ST Disability	5,489	5,319	5,556	6,453	7,610
451-4540-536.24-00	Worker's Compensation	25,462	29,877	31,093	20,223	40,147
451-4540-536.25-00	UNEMPLOYMENT COMP	-	43	137	-	-
451-4540-536.27-00	Pension GASB 68	170,540	(45,899)	61,150	-	-
	Subtotal Personnel Services	\$ 1,443,699	\$ 1,300,015	\$ 1,490,320	\$ 1,741,253	\$ 1,960,738
Operating						
451-4540-536.31-00	Professional Services	14,164	4,778	176,619	55,000	180,000
451-4540-536.34-00	Other Contractual Services	2,400	3,600	6,685	8,600	34,600
451-4540-536.40-00	Travel & Per Diem	60	-	-	70	70
451-4540-536.41-00	Communications Services	8,593	8,955	12,885	11,151	14,115
451-4540-536.42-00	Postage & Transportation	133	240	88	100	100
451-4540-536.43-00	Utility Services	1,630	1,625	1,339	2,500	2,500
451-4540-536.44-00	Rentals & Leases	91	216	-	1,000	1,000
451-4540-536.45-01	Insurance - Operating Liability	183,309	161,961	172,164	172,164	214,432
451-4540-536.45-02	Insurance - Auto Liability	4,304	5,728	13,621	13,621	16,004
451-4540-536.46-00	Repair & Maintenance Services	146,467	88,819	301,859	688,000	713,000
451-4540-536.46-05	Repair & Maintenance Services/Utility Lines	89,557	105,275	-	-	-
451-4540-536.47-00	Printing & Binding	1,123	1,415	1,708	1,500	1,650
451-4540-536.49-00	Other Charges/Obligations	163	871	1,144	611	700
451-4540-536.51-00	Office Supplies	595	663	128	1,000	1,000
451-4540-536.52-00	Operating Supplies	14,154	18,789	18,221	42,000	42,000
451-4540-536.52-01	Operating Supplies - Gasoline/Diesel/Lubric	29,022	43,363	65,074	68,000	68,000
451-4540-536.52-05	Operating Supplies - Uniforms	3,971	5,065	3,973	7,150	7,150
451-4540-536.54-01	Books/Pubs/Subsc/Memb - Prof Dues	-	-	-	1,791	1,550
451-4540-536.54-02	Books/Pubs/Subsc/Memb -Conf/Seminar	1,680	2,325	2,300	2,750	13,000
451-4540-536.55-00	Training	-	-	-	7,800	9,000
	Subtotal Operating	\$ 501,416	\$ 453,688	\$ 777,808	\$ 1,084,808	\$ 1,319,871
Total		\$ 1,945,115	\$ 1,753,703	\$ 2,268,128	\$ 2,826,061	\$ 3,280,609

Reclaim Water Program

The Utility Division is responsible for establishing reclaim water lines within City limits so City residents can connect and providing reclaim water to neighboring Cities and Counties through interconnection agreements. Reclaim water is the byproduct of wastewater for irrigation purposes and helps reduce the demand on potable water.

Non-Departmental

Account	Description	2020 Actual	2021 Actual	2022 Actual	2023 Budget	2024 Budget
Personnel Services						
451-7979-518.23-03	Medical/Life Insurance	108,892	57,218	63,341	99,720	14,682
	Subtotal Personnel Services	\$ 108,892	\$ 57,218	\$ 63,341	\$ 99,720	\$ 14,682
Operating						
451-7979-536.59-99	Non Classified Expense	5,327,613	5,475,861	5,692,063	-	-
	Subtotal Operating	\$ 5,327,613	\$ 5,475,861	\$ 5,692,063	\$ -	\$ -
Capital						
451-7979-536.69-99	Fixed Assets Capitalized	-	(94,312)	-	-	-
	Subtotal Capital	\$ -	\$ (94,312)	\$ -	\$ -	\$ -
Debt service						
451-7979-536.71-15	Debt Service - Principal	-	-	-	146,741	-
451-7979-536.71-16	Debt Service - Principal	-	-	-	213,056	-
451-7979-536.71-18	Debt Service - Principal	-	-	-	1,096,472	1,123,282
451-7979-536.71-19	Debt Service - Principal	-	-	-	136,344	139,982
451-7979-536.71-20	Debt Service - Principal	-	-	-	23,855	24,506
451-7979-536.71-21	Debt Service - Principal	-	-	-	-	-
451-7979-536.71-22	Debt Service - Principal	-	-	-	10,620	10,864
451-7979-536.71-24	Debt Service - Principal	-	-	-	561,926	575,991
451-7979-536.71-25	Debt Service - Principal	-	-	-	44,109	45,390
451-7979-536.71-26	Debt Service - Principal	-	-	-	902,554	922,621
451-7979-536.71-27	Debt Service - Principal	-	-	-	58,711	521,019
451-7979-536.71-28	Debt Service - Principal	-	-	-	518,028	534,735
451-7979-536.72-15	Debt Service - Interest	26,325	17,163	7,691	2,451	-
451-7979-536.72-16	Debt Service - Interest	42,825	28,827	14,327	3,782	-
451-7979-536.72-18	Debt Service - Interest	192,054	167,043	141,420	118,529	91,720
451-7979-536.72-19	Debt Service - Interest	42,446	39,059	35,581	33,071	29,434
451-7979-536.72-20	Debt Service - Interest	7,607	7,002	6,380	5,931	5,281
451-7979-536.72-21	Debt Service - Interest	249,052	150,043	47,271	-	-
451-7979-536.72-22	Debt Service - Interest	2,816	2,587	2,353	2,184	1,941
451-7979-536.72-24	Debt Service - Interest	200,630	187,533	174,108	62,106	148,042
451-7979-536.72-25	Debt Service - Interest	25,250	24,073	22,862	22,147	20,867
451-7979-536.72-26	Debt Service - Interest	324,567	305,999	287,031	294,488	274,422
451-7979-536.72-27	Debt Service - Interest	-	16,650	-	4,561	46,144
451-7979-536.72-28	Debt Service - Interest	(1,606)	39,559	54,902	49,134	5,769
451-7979-536.72-29	Debt Service - Interest	-	-	5,057	-	-
	Subtotal Debt service	\$ 1,111,966	\$ 985,538	\$ 798,983	\$ 4,310,800	\$ 4,522,010
Transfers						
451-7979-581.91-01	Transfer to Cap Rep Fund	4,082,900	3,510,900	5,449,680	13,063,596	6,217,022
	Subtotal Transfers	\$ 4,082,900	\$ 3,510,900	\$ 5,449,680	\$ 13,063,596	\$ 6,217,022
Total		\$ 10,631,371	\$ 9,935,205	\$ 12,004,067	\$ 17,474,116	\$ 10,753,714

Water/Wastewater Capital Replacement Fund

Revenue and Expenditures

Account	Description	2020 Actual	2021 Actual	2022 Actual	2023 Budget	2024 Budget
Revenue						
452-0000-334.32-30	Intergovernmental	135,403	1,864,808	-	-	-
452-0000-337.30-36	Intergovernmental	-	83,587	273,488	-	-
452-0000-361.10-00	Interest	310,205	242,958	368,819	-	-
452-0000-361.30-00	Interest	139,295	(229,851)	(749,344)	-	-
452-0000-361.40-00	Interest	60,766	27,666	(28,515)	-	-
452-0000-364-41-00	Disposition of Assets	-	-	27,082	-	-
452-0000-366-90-00	Contributions - Private Sources	-	-	(152)	-	-
452-0000-369-30-00	Refund Prior Year Expense	-	(52,671)	-	-	-
452-0000-381.45-20	Transfers	4,082,900	3,510,900	5,449,680	9,167,049	6,217,022
452-0000-381.91-02	Transfers	-	-	1,193,733	-	-
452-0000-389.98-00	Use of Reserves	-	-	(1,019,390)	12,186,132	15,997,273
Total		\$ 4,728,569	\$ 5,447,397	\$ 5,515,401	\$ 21,353,181	\$ 22,214,295

Account	Description	2020 Actual	2021 Actual	2022 Actual	2023 Budget	2024 Budget
Operating						
452-4510-536.31-00	Professional Services	-	-	-	-	375,000
452-4510-536.52-00	OPERATING SUPPLIES	-	-	-	-	-
	Subtotal Operating	\$ -	\$ -	\$ -	\$ -	375,000
Capital						
452-4510-536.64-00	Machinery & Equipment	29,806	2,474	46,914	77,436	80,710
	Subtotal Capital	\$ 29,806	\$ 2,474	\$ 46,914	\$ 77,436	\$ 80,710
Total		\$ 29,806	\$ 2,474	\$ 46,914	\$ 77,436	\$ 455,710

Water/Wastewater Capital Replacement Fund

Revenue and Expenditures

Account	Description	2020 Actual	2021 Actual	2022 Actual	2023 Budget	2024 Budget
Operating						
452-4520-536.31-00	Professional Services	30,080	333,047	33,993	210,000	370,000
452-4520-536.46-00	Repair & Maintenance Services	34,356	-	-	46,350	62,741
	Subtotal Operating	\$ 64,436	\$ 333,047	\$ 33,993	\$ 256,350	\$ 432,741
Capital						
452-4520-536.63-00	Improve Other Than Bldg	-	1,788,117	-	457,545	313,771
452-4520-536.63-91	Improve Other Than Bldg	24,902	500	-	-	-
452-4520-536.64-00	Machinery & Equipment	33,028	80,272	84,028	115,772	128,618
	Subtotal Capital	\$ 57,930	\$ 1,868,889	\$ 84,028	\$ 573,317	\$ 442,389
Total		\$ 122,366	\$ 2,201,936	\$ 118,021	\$ 829,667	\$ 875,130

Account	Description	2020 Actual	2021 Actual	2022 Actual	2023 Budget	2024 Budget
Operating						
452-4530-536.31-00	Professional Services	37,497	140,506	65,607	-	-
452-4530-536.46-00	Repair & Maintenance Services	465,979	587,730	61,796	-	-
	Subtotal Operating	\$ 503,476	\$ 728,236	\$ 127,403	\$ -	\$ -
Capital						
452-4530-536.62-00	Buildings	-	-	-	750,000	-
452-4530-536.63-00	Improve Other Than Bldg	912,097	551,098	(574,995)	950,450	3,456,364
452-4530-536.64-00	Machinery & Equipment	53,005	52,316	171,496	207,590	162,318
	Subtotal Capital	\$ 965,102	\$ 603,414	\$ (403,499)	\$ 1,908,040	\$ 3,618,682
Total		\$ 1,468,578	\$ 1,331,650	\$ (276,096)	\$ 1,908,040	\$ 3,618,682

Water/Wastewater Capital Replacement Fund

Revenue and Expenditures

Account	Description	2020 Actual	2021 Actual	2022 Actual	2023 Budget	2024 Budget
Operating						
452-4540-536.31-00	Professional Services	14,871	195,839	146,052	-	-
	Subtotal Operating	\$ 14,871	\$ 195,839	\$ 146,052	\$ -	\$ -
Capital						
452-4540-536.62-00	Buildings	-	-	-	750,000	-
452-4540-536.63-00	Improve Other Than Bldg	-	2,137,947	830,426	1,400,000	955,000
452-4540-536.64-00	Machinery & Equipment	-	531,372	302,702	208,340	788,840
	Subtotal Capital	\$ -	\$ 2,669,319	\$ 1,133,128	\$ 2,358,340	\$ 1,743,840
Total		\$ 14,871	\$ 2,865,158	\$ 1,279,180	\$ 2,358,340	\$ 1,743,840

Account	Description	2020 Actual	2021 Actual	2022 Actual	2023 Budget	2024 Budget
Operating						
452-4525-536.31-00	Professional Services	-	-	-	40,000	35,000
452-4525-536.46-00	Repair & Maintenance Services	-	-	8,638	106,090	109,274
	Subtotal Operating	\$ -	\$ -	\$ 8,638	\$ 146,090	\$ 144,274
Capital						
452-4525-536.63-00	Improve Other Than Bldg	94,174	173,883	291,897	163,045	961,636
452-4525-536.64-00	Machinery & Equipment	-	-	80,418	-	-
	Subtotal Capital	\$ 94,174	\$ 173,883	\$ 372,315	\$ 163,045	\$ 961,636
Total		\$ 94,174	\$ 173,883	\$ 380,953	\$ 309,135	\$ 1,105,910

Account	Description	2020 Actual	2021 Actual	2022 Actual	2023 Budget	2024 Budget
Operating						
452-4527-536.31-00	Professional Services	500	-	254,988	300,000	250,000
	Subtotal Operating	\$ 500	\$ -	\$ 254,988	\$ 300,000	\$ 250,000
Capital						
452-4527-536.62-00	IMPROVE OTHER THAN BLDG	-	-	-	75,000	-
452-4527-536.63-00	IMPROVE OTHER THAN BLDG	-	-	244,082	6,478,398	8,320,400
452-4527-536.63-91	Improve Other Than Bldg	2,288,584	790,047	365,226	-	-
452-4527-536.64-00	Machinery & Equipment	63,252	100,372	663,216	181,373	207,551
	Subtotal Capital	\$ 2,351,836	\$ 890,419	\$ 1,272,524	\$ 6,734,771	\$ 8,527,951
Total		\$ 2,352,336	\$ 890,419	\$ 1,527,512	\$ 7,034,771	\$ 8,777,951

Water/Wastewater Capital Replacement Fund

Revenue and Expenditures

Account	Description	2020 Actual	2021 Actual	2022 Actual	2023 Budget	2024 Budget
Operating						
452-4528-536.31-00	Professional Services	37,377	27,183	3,398	300,000	50,000
452-4528-536.46-00	Repair & Maintenance Services	6,330	139,905	70,879	-	-
	Subtotal Operating	\$ 43,707	\$ 167,088	\$ 74,277	\$ 300,000	\$ 50,000
Capital						
452-4528-536.63-00	IMPROVE OTHER THAN BLDG	-	-	-	1,405,000	1,540,000
452-4528-536.63-91	Improve Other Than Bldg	-	-	285,920	-	-
452-4528-536.64-00	Machinery & Equipment	76,572	375,781	105,052	434,245	117,072
	Subtotal Capital	\$ 76,572	\$ 375,781	\$ 390,972	\$ 1,839,245	\$ 1,657,072
Total		\$ 120,279	\$ 542,869	\$ 465,249	\$ 2,139,245	\$ 1,707,072

Account	Description	2020 Actual	2021 Actual	2022 Actual	2023 Budget	2024 Budget
Operating						
452-4529-536.31-00	Professional Services	59,566	36,760	-	-	-
452-4529-536.46-00	Repair & Maintenance Services	97,567	27,732	-	-	-
452-4529-536.52-00	Operating Supplies	6,646	-	-	-	-
	Subtotal Operating	\$ 163,779	\$ 64,492	\$ -	\$ -	\$ -
Capital						
452-4529-536.63-00	Improve Other Than Bldg	24,908	492,272	32,342	2,800,000	3,930,000
452-4529-536.64-00	Machinery & Equipment	-	484,164	83,711	-	-
	Subtotal Capital	\$ 24,908	\$ 976,436	\$ 116,053	\$ 2,800,000	\$ 3,930,000
Total		\$ 188,687	\$ 1,040,928	\$ 116,053	\$ 2,800,000	\$ 3,930,000

Account	Description	2020 Actual	2021 Actual	2022 Actual	2023 Budget	2024 Budget
Transfers						
452-7979-591.99-90	Other Uses	(5,160,614)	(7,566,917)	(7,396,278)	3,896,547	-
	Subtotal Transfers	\$ (5,160,614)	\$ (7,566,917)	\$ (7,396,278)	\$ 3,896,547	\$ -
Total		\$ (5,160,614)	\$ (7,566,917)	\$ (7,396,278)	\$ 3,896,547	\$ -

Water Impact Fees Fund

Revenue and Expenditures

Account	Description	2020 Actual	2021 Actual	2022 Actual	2023 Budget	2024 Budget
Revenue						
460-0000-324.21-61	Residential	663,478	1,195,868	1,585,500	700,000	700,000
460-0000-324.22-61	Commercial	149,041	716,630	107,646	131,007	130,000
460-0000-334.35-20	GRANT - SJWMD MILL CREEK	-	3,136	-	-	-
460-0000-361.10-00	Interest	62,124	54,628	77,648	-	230,405
460-0000-361.30-00	Interest - Unrealized	26,452	(52,455)	(216,239)	-	156,691
460-0000-361.40-00	Interest - Realized	12,059	6,436	(8,349)	-	(18,154)
460-0000-389.98-00	Use of Reserves	-	-	300,000	1,372,696	51,058
	Subtotal Revenue	\$ 913,154	\$ 1,924,243	\$ 1,846,206	\$ 2,203,703	\$ 1,250,000
Expenditure						
460-4520-536.31-00	Professional Services	48,355	5,122	260,005	413,703	-
460-4520-536.63-00	Improve Other Than Bldg	-	6,803	(6,803)	990,000	200,000
460-4530-536.46-00	REPAIR & MAINTENANCE SERV	-	5,255	-	-	-
460-4530-536.49-00	Other Charges/Obligations	-	-	6,186	-	-
460-4530-536.63-00	Improve Other Than Bldg	-	-	-	-	250,000
460-7979-536.59-99	Depreciation Expense	2,588	2,562	2,837	-	-
460-7979-581.91-45	W/S Utility Fund	500,000	500,000	1,100,000	800,000	800,000
	Subtotal Expenditure	\$ 550,943	\$ 519,742	\$ 1,362,225	\$ 2,203,703	\$ 1,250,000
Total		\$ 362,211	\$ 1,404,501	\$ 483,981	\$ -	\$ -

Wastewater Impact Fees Fund

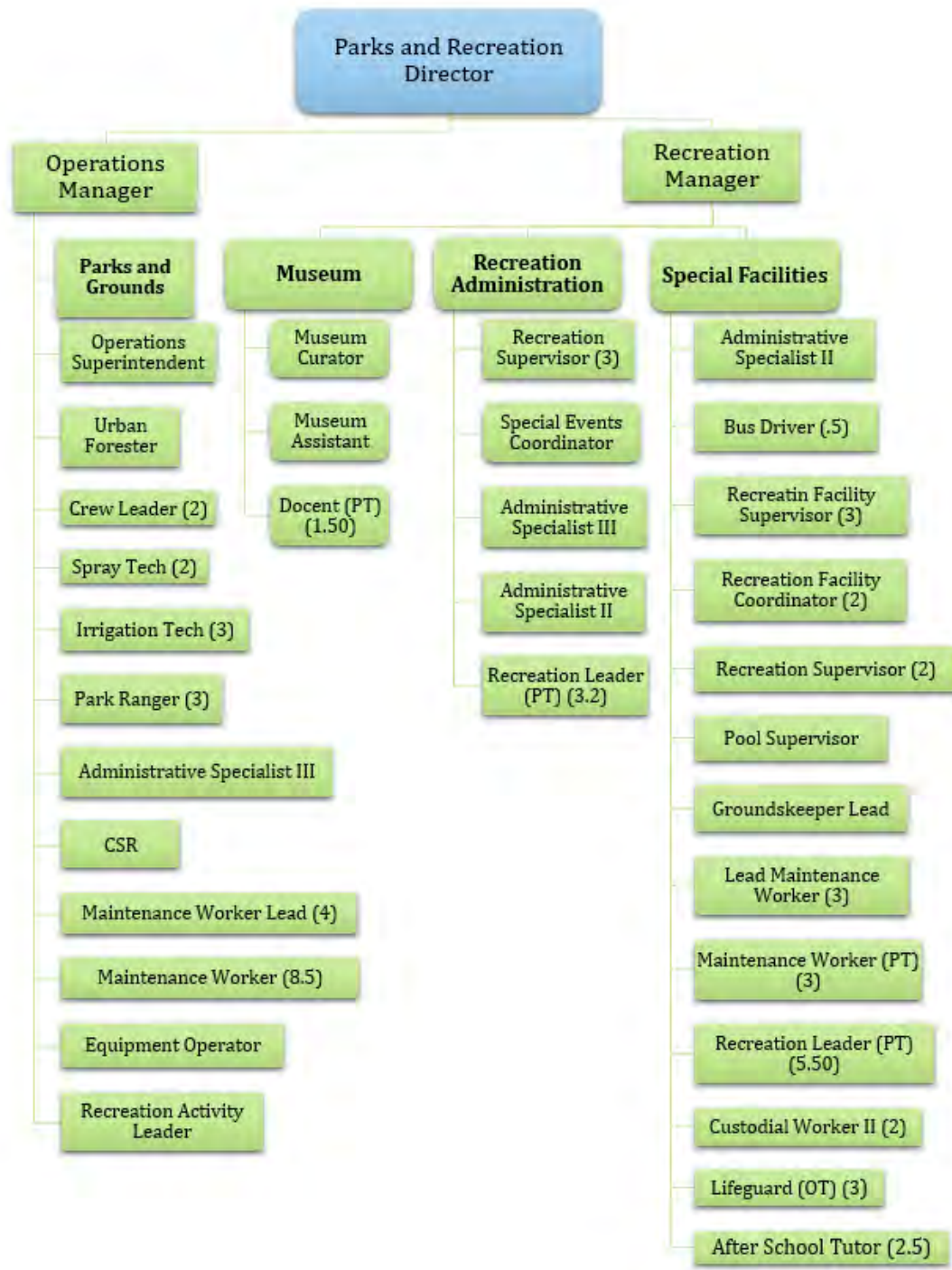
Revenue and Expenditures

Account	Description	2020 Actual	2021 Actual	2022 Actual	2023 Budget	2024 Budget
Revenue						
470-0000-324.21-62	Residential	1,440,467	2,582,507	3,493,370	1,800,000	1,800,000
470-0000-324.22-62	Commercial	333,044	1,602,807	172,002	200,000	200,000
470-0000-361.10-00	Interest	112,872	108,213	173,940	-	565,565
470-0000-361.30-00	Interest - Unrealized	47,342	(104,469)	(482,549)	-	384,000
470-0000-361.40-00	Interest - Realized	21,897	12,707	(19,088)	-	(43,344)
470-0000-389.98-00	Use of Reserves	-	-	-	2,270,000	1,803,779
	Subtotal Revenue	\$ 1,955,622	\$ 4,201,765	\$ 3,337,675	\$ 4,270,000	\$ 4,710,000
Expenditure						
470-4540-536.31-00	Other Charges/Obligations	(38,110)	-	-	-	-
470-4540-536.49-00	Other Charges/Obligations	8,765	10,391	13,714	-	-
470-4540-536.63-00	Improve Other Than Bldg	-	-	-	-	2,310,000
470-4540-536.64-00	Machinery & Equipment	-	-	-	3,970,000	2,100,000
470-7979-536.59-99	Depreciation Expense	9,684	9,833	10,889	-	-
470-7979-581.91-45	W/S Utility Fund	1,000,000	300,000	300,000	300,000	300,000
470-7979-590.99-90	Additions to Reserves	-	-	4,461,148	-	-
	Subtotal Expenditure	\$ 980,339	\$ 320,224	\$ 4,785,751	\$ 4,270,000	\$ 4,710,000
Total		\$ 975,283	\$ 3,881,541	\$ (1,448,076)	\$ -	\$ -



CITY OF
SANFORD
FLORIDA

PARKS AND RECREATION DEPARTMENT



Mission Statement

To enhance the quality of life by providing safe, well-maintained parks and public places, preserving open space and historic resources, caring for people, strengthening the bonds of the community and creating healthy programming and events for renewal, growth, and enrichment.

Role of Recreation Department

The Parks and Recreation Department strives to enhance resident's quality of life by providing safe, well-maintained parks, public facilities, preserving open space and historic resources, strengthening the bonds of the community, and creating healthy programming and events for renewal, growth, and enrichment.

Summary

Expenditures	2021 Actual	2022 Actual	2023 Budget	2024 Budget
Salaries	\$ 2,446,313	\$ 2,979,835	\$ 3,406,661	\$ 3,548,258
Benefits	998,587	1,247,558	1,980,365	1,605,480
Operating	1,667,228	1,613,891	1,801,351	2,009,784
Supplies	347,418	394,156	437,273	466,658
Debt service	-	7,575	-	-
Total	\$ 5,459,546	\$ 6,243,015	\$ 7,625,650	\$ 7,630,180

Funding Source				
Total	5,459,546	6,243,015	7,625,650	7,630,180
Total	\$ 5,459,546	\$ 6,243,015	\$ 7,625,650	\$ 7,630,180

Recreation Department as a percentage of General Fund

11.1%



Recreation Division

Sanford's Recreation Department efficiently delivers a comprehensive offering of both active and passive recreation as well as special events for all ages and interests. The division strives to meet and exceed the expectations of our residents while attracting new visitors and businesses. Recreation staff actively collaborates with community members and organizations to facilitate participation, sponsor programs and activities. We strive to develop new and innovative program options and deliver enriching activities which encourage physical health, and promote intellectual curiosity, creativity, social development and lifelong learning.

Summary

Expenditures	2021 Actual	2022 Actual	2023 Budget	2024 Budget
Salaries	\$ 579,918	\$ 684,487	\$ 706,505	\$ 668,892
Benefits	238,777	301,704	380,781	387,229
Operating	236,827	248,055	295,907	300,487
Supplies	62,600	64,189	76,146	82,871
Debt service	-	3,906	-	-
Total	\$ 1,118,122	\$ 1,302,341	\$ 1,459,339	\$ 1,439,479

Funding Source				
Total	1,118,122	1,302,341	1,459,339	1,439,479
Total	\$ 1,118,122	\$ 1,302,341	\$ 1,459,339	\$ 1,439,479

Our Accomplishments in 2022-23

- ❖ Launched co-ed mentoring program for middle school students at Jeff Triplett Community Center.
- ❖ Implemented and updated on-line registration process for all programming.
- ❖ Permitted over 110 special events in a streamlined process.
- ❖ Continued to lead the nation in Soap Box Derby Rally races with a grand total of over 500 rallies held in Sanford at Kirby Park.
- ❖ Added additional adult and youth sports participants which included increases in all programs.

Goals and Objectives for 2023-24

- ❖ Continue the development of co-ed youth mentoring and Young Men of Excellence programs.
- ❖ Promote the usage of new and existing bicycle and pedestrian pathways along the lakefront for personal and special event usage, including marathons and longer competitive races.
- ❖ Consider programming for special needs and other underserved populations.
- ❖ Begin additional programs at the Jeff Triplett Community Center with the inclusion of full time staffing of the building.

RECREATION - RECREATION DIVISION Performance Measures

Activity	Actual 2020-2021	Actual 2021-2022	Expected 2022-2023	Proposed 2023-2024
Special event permits	164	164	100	100
Youth league registrations	655	1,172	1,476	1,475
Adult league registrations	792	1,015	1,270	1,050
Youth camps	275	775	761	750

Authorized Positions

Full Time Equivalents	Funded 2022	Funded 2023	+/-	Funded 2024	Authorized & Unfunded
Recreation					
Recreation Director	1.00	1.00	-	1.00	-
Recreation Manager	1.00	1.00	-	1.00	-
Recreation Supervisor	3.00	3.00	-	3.00	-
Special Events Coordinator	1.00	1.00	-	1.00	-
Special Event Supervisor	-	-	-	-	1.00
Administrative Specialist III	1.00	1.00	-	1.00	-
Administrative Specialist I	-	-	-	-	-
Administrative Specialist II	1.00	1.00	-	1.00	-
Maintenance Worker	-	-	-	-	1.00
Recreation Leader (Part-Time)	3.20	3.20	-	3.20	-
Total Full Time Equivalents	11.20	11.20	-	11.20	2.00

Recreation

Account	Description	2020 Actual	2021 Actual	2022 Actual	2023 Budget	2024 Budget
Personnel Services						
001-5501-572.12-00	Regular Salaries & Wages	453,377	483,484	555,481	569,628	524,969
001-5501-572.12-02	Regular Salaries - Additional Pays	11,594	11,406	10,400	13,964	5,580
001-5501-572.12-06	Reg Salaries - Opt Out Health Insurance	1,200	1,200	2,100	-	1,080
001-5501-572.13-00	Part Time Wages	58,067	63,068	88,161	101,913	99,013
001-5501-572.14-00	Overtime	19,512	20,760	28,345	21,000	38,250
001-5501-572.21-00	FICA/Medicare Taxes	38,929	41,804	45,034	52,626	51,385
001-5501-572.22-01	Retirement Contributions - FRS	66,863	77,792	90,421	107,977	137,133
001-5501-572.23-00	Medical Insurance	114,458	100,362	145,153	204,768	175,385
001-5501-572.23-02	Medical Insurance - Life & ST Disability	3,190	3,231	3,717	4,573	4,419
001-5501-572.24-00	Worker's Compensation	12,201	14,932	17,057	10,837	18,907
001-5501-572.25-00	Unemployment	412	656	322	-	-
	Subtotal Personnel Services	\$ 779,803	\$ 818,695	\$ 986,191	\$ 1,087,286	\$ 1,056,121
Operating						
001-5501-572.34-00	Other Contractual Services	26,150	52,306	46,369	46,000	61,263
001-5501-572.40-00	Travel & Per Diem	46	497	1,576	3,406	4,409
001-5501-572.41-00	Communications Services	5,005	4,890	6,009	5,817	5,901
001-5501-572.42-00	Postage & Transportation	180	158	104	200	150
001-5501-572.43-00	Utility Services	71	-	-	-	-
001-5501-572.44-00	Rentals & Leases	1,431	2,391	3,664	5,352	3,665
001-5501-572.44-10	Rentals & Leases/GASB87	-	-	6,468	-	-
001-5501-572.45-01	Insurance - Operating Liability	46,135	44,971	49,447	65,151	50,925
001-5501-572.45-02	Insurance - Auto Liability	702	1,547	1,374	1,173	1,462
001-5501-572.46-00	Repair & Maintenance Services	7,946	6,021	9,483	8,913	10,225
001-5501-572.47-00	Printing & Binding	2,690	3,519	2,605	2,854	2,920
001-5501-572.48-00	Promotional Activities	41,072	112,433	108,355	146,260	145,900
001-5501-572.49-00	Other Charges/Obligations	7,925	8,094	12,601	10,781	13,667
001-5501-572.51-00	Office Supplies	975	805	946	2,365	1,800
001-5501-572.52-00	Operating Supplies	45,744	58,261	60,149	66,973	73,251
001-5501-572.52-01	Operating Supplies - Gasoline/Diesel/Lubric	-	-	106	-	-
001-5501-572.52-05	Operating Supplies - Uniforms	770	1,385	1,251	2,258	3,000
001-5501-572.54-01	Books/Pubs/Subsc/Memb - Prof Dues	1,221	679	504	2,550	2,450
001-5501-572.54-02	Books/Pubs/Subsc/Memb -Conf/Seminar	174	1,470	1,233	2,000	2,370
	Subtotal Operating	\$ 188,237	\$ 299,427	\$ 312,244	\$ 372,053	\$ 383,358
Debt service						
001-5501-572.71-01	Lease Payment/GASB87	-	-	3,670	-	-
001-5501-572.72-01	Int Payment/GASB87	-	-	236	-	-
	Subtotal Debt service	\$ -	\$ -	\$ 3,906	\$ -	\$ -
Total		\$ 968,040	\$ 1,118,122	\$ 1,302,341	\$ 1,459,339	\$ 1,439,479

Special Facilities

The Special Facilities Division handles the operation of the City's many recreational facilities, including:

- Sanford Civic Center
- Bettye D. Smith Cultural Arts Center
- Sanford Senior Center
- Historic Sanford Memorial Stadium
- Chase Park at the Eckstein Youth Sports Complex
- Larry A. Dale Aquatic Center (LADAC)
- Velma H. Williams Westside Community Center
- Jeff Triplett Community Center
- Pinehurst Park
- Tim Raines Sports Park
- Derby Park at Mike Kirby Park
- Monroe Hall

Summary

Expenditures	2021 Actual	2022 Actual	2023 Budget	2024 Budget
Salaries	\$ 772,451	\$ 1,033,666	\$ 1,223,150	\$ 1,346,076
Benefits	297,276	377,632	775,734	443,884
Operating	365,290	458,306	428,796	456,409
Supplies	114,933	158,610	165,444	178,694
Debt service	-	1,290	-	-
Total	\$ 1,549,950	\$ 2,029,504	\$ 2,593,124	\$ 2,425,063

Funding Source				
Total	1,549,950	2,029,504	2,593,124	2,425,063
Total	\$ 1,549,950	\$ 2,029,504	\$ 2,593,124	\$ 2,425,063

Our Accomplishments in 2022-23

- ❖ Began renovations at all baseball fields to remove excess buildup of clay in and around infields.
- ❖ Hosted Baseball Opening Day Celebration at the Stadium and JTCC with nearly 500 players and over 1,000 family members in attendance.

- ❖ Added fruit and vegetable raised garden beds to both community centers through a partnership with the Orlando City Soccer Club Foundation to provide hands-on experiences and expand the knowledge of farming and healthy foods to both our youth and seniors populations.
- ❖ Hosted the 2023 FHSAA District and Regional Water Polo Championships at the Aquatic Center.
- ❖ Partnered with the Orlando Magic Foundation to refurbish the basketball court at Lee P. Moore Park at no cost to the City.

Goals and Objectives for 2023-24

- ❖ Begin new youth programs with contractors or current staff to limit department expenses.
- ❖ Explore new ways to offer programming to at-risk youth in the community.
- ❖ Provide efficient services to residents at the lowest possible financial burden to them.
- ❖ Continue to leverage partnerships to provide volunteers and financial support for programs and events.

RECREATION - SPECIAL FACILITIES Performance Measures				
Activity	Actual 2020-2021	Actual 2021-2022	Expected 2022-2023	Proposed 2023-2024
Facility volunteer hours	400	750	1,040	1,250
Total facility rentals	372	375	360	375

Authorized Positions

Full Time Equivalents	Funded 2022	Funded 2023	+/-	Funded 2024	Authorized & Unfunded
Recreation - Special Facilities					
Recreation Facility Supervisor	3.00	3.00	-	3.00	-
Bus Driver (Part-Time)	0.50	0.50	-	0.50	-
Recreation Facility Coordinator	1.00	1.00	1.00	2.00	-
Administrative Specialist II	1.00	1.00	-	1.00	-
Recreation Supervisor	2.00	2.00	-	2.00	1.00
Pool Supervisor	1.00	1.00	-	1.00	-
Groundskeeper, Lead	1.00	1.00	-	1.00	-
Lead Maintenance Worker*	3.00	3.00	-	3.00	-
Custodial Worker II	2.00	2.00	-	2.00	-
Maintenance Worker (Part-Time)*	3.00	3.00	-	3.00	-
Lifeguard (Part-Time)	3.00	3.00	-	3.00	1.00
After School Tutor (Part-Time)	2.50	2.50	-	2.50	-
Recreation Leader (Part-Time)	5.50	5.50	-	5.50	0.25
Total Full Time Equivalents	28.50	28.50	1.00	29.50	2.25

*Correction from 2022 Budget

Recreation Special Facilities

Account	Description	2020 Actual	2021 Actual	2022 Actual	2023 Budget	2024 Budget
Personnel Services						
001-5502-575.12-00	Regular Salaries & Wages	513,555	500,921	730,259	688,340	700,992
001-5502-575.12-02	Regular Salaries - Additional Pays	8,988	7,394	7,200	9,000	9,720
001-5502-575.12-06	Reg Salaries - Opt Out Health Insurance	9,400	8,200	7,500	1,200	7,560
001-5502-575.13-00	Part Time Wages	171,983	210,052	219,032	478,610	564,804
001-5502-575.14-00	Overtime	38,247	45,884	69,675	46,000	63,000
001-5502-575.21-00	FICA/Medicare Taxes	55,304	56,936	69,107	90,260	101,925
001-5502-575.22-01	Retirement Contributions - FRS	77,536	88,959	109,070	153,714	42,254
001-5502-575.23-00	Medical Insurance	113,893	110,873	155,478	496,638	234,650
001-5502-575.23-02	Medical Insurance - Life & ST Disability	3,785	3,484	4,216	9,069	10,243
001-5502-575.24-00	Worker's Compensation	28,912	34,989	39,632	26,053	54,812
001-5502-575.25-00	Unemployment Compensation	882	2,035	129	-	-
	Subtotal Personnel Services	\$ 1,022,485	\$ 1,069,727	\$ 1,411,298	\$ 1,998,884	\$ 1,789,960
Operating						
001-5502-575.34-00	Other Contractual Services	20,096	24,474	25,162	22,919	29,838
001-5502-575.40-00	Travel & Per Diem	-	-	-	215	471
001-5502-575.41-00	Communications Services	8,778	9,612	10,540	10,130	11,216
001-5502-575.42-00	Postage & Transportation	-	190	4	-	-
001-5502-575.43-00	Utility Services	147,773	178,576	206,886	191,522	210,000
001-5502-575.44-00	Rentals & Leases	2,254	7,830	8,009	11,479	9,225
001-5502-575.44-10	Rentals & Leases/GASB87	-	-	2,137	-	-
001-5502-575.45-01	Insurance - Operating Liability	15,742	11,332	12,544	16,471	19,357
001-5502-575.45-02	Insurance - Auto Liability	166	220	602	907	1,462
001-5502-575.46-00	Repair & Maintenance Services	126,722	131,374	181,029	160,552	161,726
001-5502-575.47-00	Printing & Binding	596	428	523	942	600
001-5502-575.48-00	Promotional Activities	10,382	196	10,207	11,825	11,825
001-5502-575.49-00	Other Charges/Obligations	1,082	1,058	663	1,834	689
001-5502-575.51-00	Office Supplies	1,676	1,525	1,679	2,688	2,000
001-5502-575.52-00	Operating Supplies	112,055	99,443	131,393	141,094	151,000
001-5502-575.52-01	Operating Supplies - Gasoline/Diesel/Lubric	6,815	9,756	20,227	14,513	18,000
001-5502-575.52-05	Operating Supplies - Uniforms	1,153	4,209	5,311	7,149	7,249
001-5502-575.54-01	Books/Pubs/Subsc/Memb - Prof Dues	-	-	-	-	160
001-5502-575.54-02	Books/Pubs/Subsc/Memb -Conf/Seminar	-	-	-	-	285
	Subtotal Operating	\$ 455,290	\$ 480,223	\$ 616,916	\$ 594,240	\$ 635,103
Debt service						
001-5502-575.71-01	Lease Payment/GASB87	-	-	1,212	-	-
001-5502-575.72-01	Int Payment/GASB87	-	-	78	-	-
	Subtotal Debt service	\$ -	\$ -	\$ 1,290	\$ -	\$ -
Total		\$ 1,477,775	\$ 1,549,950	\$ 2,029,504	\$ 2,593,124	\$ 2,425,063

Parks and Grounds

The Parks and Grounds division is responsible for the operation and maintenance of the Cemetery, 29 City parks, 20 traffic medians, 18 facilities, 6 signs locations, 3 trails and the historic downtown CRA district for a total of 282 acres. This division is responsible for a variety of activities including:

- Landscape maintenance of all properties, including lake treatment in parks.
- Maintenance and renovation of play equipment, amenities and facilities.
- Oversee contractual maintenance at 25 sites, the cemetery, and schedule annual replacement at various City planting locations and lake treatments at various locations.
- Maintain and staff Fort Mellon Park amenities as required (Splash pad Attendants, Park Rangers, landscape Maintenance, restroom cleaning/monitoring, rental services)
- Monthly pest control at 18 city facilities. Fertilization, weed control and insect control for landscape areas.
- Clean-up response to emergency weather conditions.
- Set-up/break-down and manpower for over 100 special events per year.
- Cemetery management to include lot sales, lot marking, open/closings, deed management.
- Rental of park facilities (scheduling, cash receipts).
- Special projects (historic trees, street rights-of-way beautification).

Summary

Expenditures	2021 Actual	2022 Actual	2023 Budget	2024 Budget
Salaries	\$ 976,557	\$ 1,117,213	\$ 1,340,074	\$ 1,370,278
Benefits	421,092	514,388	758,760	700,248
Operating	1,044,665	887,395	1,049,356	1,222,396
Supplies	165,988	163,203	190,641	193,975
Debt service	-	2,379	-	-
Total	\$ 2,608,302	\$ 2,684,578	\$ 3,338,831	\$ 3,486,897

Funding Source				
Total	2,608,302	2,684,578	3,338,831	3,486,897
Total	\$ 2,608,302	\$ 2,684,578	\$ 3,338,831	\$ 3,486,897

Our Accomplishments in 2022-23

- ❖ Rehabbed 3 park restrooms; Groveview, Park on Park, and Pinehurst Park.
- ❖ Completed \$232,000 in tree maintenance and Removals for our parks, trails, cemetery, and golf course.
- ❖ Installed new playground structure at Jeff Triplett Center.
- ❖ Upgraded lighting on Goldsboro Trail with new LED lighting.
- ❖ Installed new swings and safety surface at Mike Kirby Park.

Goals and Objectives for 2023-24

- ❖ Complete cemetery restroom rehab.
- ❖ Replace safety surface at Ft. Mellon Park playground.
- ❖ Install a new ticket booth at the Ft. Mellon splash pad.
- ❖ Install cameras in Ft. Mellon Park.
- ❖ Complete tree pruning and removals in several parks, trails, and facilities.

RECREATION - PARKS AND GROUNDS				
Performance Measures				
Activity	Actual 2020-2021	Actual 2021-2022	Expected 2022-2023	Proposed 2023-2024
Acres Maintained	282	282	282	283
Acres Contracted	184	184	184	184
Acres In-House	98	98	98	99
Work orders generated	-	-	40	75
Work orders completed	-	-	38	75
Special Events	38	40	66	50

Authorized Positions

Full Time Equivalents	Funded 2022	Funded 2023	+/-	Funded 2024	Authorized & Unfunded
Recreation-Parks and Grounds Operations					
Operations Manager	1.00	1.00	-	1.00	-
Operations Superintendent	1.00	1.00	-	1.00	-
Urban Forester	1.00	1.00	-	1.00	-
Crew Leader	2.00	2.00	-	2.00	1.00
Spray Technician	2.00	2.00	-	2.00	-
Irrigation Technician	2.00	2.00	1.00	3.00	-
Park Ranger	3.00	3.00	-	3.00	-
Administrative Specialist III	1.00	1.00	-	1.00	-
Equipment Operator II	-	1.00	-	1.00	-
Customer Service Representative	1.00	1.00	-	1.00	-
Maintenance Worker, Lead	3.00	3.00	1.00	4.00	-
Maintenance Worker	8.50	9.00	(0.50)	8.50	1.50
Recreation Activity Leader (part-time)	1.00	1.00	-	1.00	-
Total Full Time Equivalents	26.50	28.00	1.50	29.50	2.50

Parks and Grounds

Account	Description	2020 Actual	2021 Actual	2022 Actual	2023 Budget	2024 Budget
Personnel Services						
001-5508-572.12-00	Regular Salaries & Wages	902,947	882,173	1,013,027	1,225,760	1,229,627
001-5508-572.12-02	Regular Salaries - Additional Pays	13,891	12,577	14,629	23,341	-
001-5508-572.12-06	Reg Salaries - Opt Out Health Insurance	7,513	7,200	6,300	3,501	7,560
001-5508-572.13-00	Other Salaries & Wages - Part Time	-	-	-	-	61,091
001-5508-572.13-10	Other Salaries & Wages - Part Time	11,918	22,310	27,445	33,984	-
001-5508-572.14-00	Overtime	47,549	52,297	55,812	53,488	72,000
001-5508-572.21-00	FICA/Medicare Taxes	72,557	71,504	76,070	99,344	105,214
001-5508-572.22-01	Retirement Contributions - FRS	90,338	105,832	124,119	164,304	211,643
001-5508-572.23-00	Medical Insurance	229,665	191,082	259,005	449,979	305,621
001-5508-572.23-02	Medical Insurance - Life & ST Disability	5,888	5,880	6,101	8,081	8,560
001-5508-572.24-00	Worker's Compensation	40,226	46,794	49,093	37,052	69,210
	Subtotal Personnel Services	\$ 1,422,492	\$ 1,397,649	\$ 1,631,601	\$ 2,098,834	\$ 2,070,526
Operating						
001-5508-572.31-00	Professional Services	4,526	-	-	3,500	1,775
001-5508-572.34-00	Other Contractual Services	916	10,674	10,269	1,200	7,778
001-5508-572.40-00	Travel & Per Diem	17	12	10	110	110
001-5508-572.41-00	Communications Services	16,522	15,519	17,738	10,216	16,003
001-5508-572.42-00	Postage & Transportation	81	25	168	550	200
001-5508-572.43-00	Utility Services	224,335	289,496	267,230	267,495	284,883
001-5508-572.44-00	Rentals & Leases	4,403	9,999	9,621	8,954	10,536
001-5508-572.44-10	Rentals & Leases/GASB87	-	-	3,939	-	-
001-5508-572.45-01	Insurance - Operating Liability	90,308	81,846	88,361	120,327	104,776
001-5508-572.45-02	Insurance - Auto Liability	8,803	11,494	14,461	12,649	15,265
001-5508-572.46-00	Repair & Maintenance Services	501,274	610,674	460,011	606,183	763,444
001-5508-572.47-00	Printing & Binding	975	475	411	1,236	1,317
001-5508-572.48-00	Promotional Activities	8,909	10,574	11,027	12,650	12,659
001-5508-572.49-00	Other Charges/Obligations	4,267	3,877	4,149	4,286	3,650
001-5508-572.51-00	Office Supplies	1,481	1,378	1,729	1,613	1,718
001-5508-572.52-00	Operating Supplies	87,300	112,138	95,301	133,066	132,445
001-5508-572.52-01	Operating Supplies - Gasoline/Diesel/Lubric	27,090	34,132	52,370	37,625	37,625
001-5508-572.52-05	Operating Supplies - Uniforms	9,104	12,972	10,043	10,481	16,250
001-5508-572.54-01	Books/Pubs/Subsc/Memb - Prof Dues	815	575	460	695	300
001-5508-572.54-02	Books/Pubs/Subsc/Memb - Conf/Seminar	2,548	4,708	3,210	6,661	5,487
001-5508-572.54-03	Books/Pubs/Subsc/Memb - Subscriptions	115	85	90	500	150
	Subtotal Operating	\$ 993,789	\$ 1,210,653	\$ 1,050,598	\$ 1,239,997	\$ 1,416,371
Debt service						
001-5508-572.71-01	Lease Payment/GASB87	-	-	2,235	-	-
001-5508-572.72-01	Int Payment/GASB87	-	-	144	-	-
	Subtotal Debt service	\$ -	\$ -	\$ 2,379	\$ -	\$ -
Total		\$ 2,416,281	\$ 2,608,302	\$ 2,684,578	\$ 3,338,831	\$ 3,486,897

Museum

The Sanford Museum serves as the repository of Sanford's history and as a memorial to the City's founder, Henry Shelton Sanford. Staff members bring history to life by proactively telling Sanford's history in presentations on historical topics including genealogy, Sanford's historic homes, women's suffrage, and much more to a wide variety of audiences of all ages and interests. Their research collections include, The Sanford City archive, The Naval Air Station Sanford Collection, The Sanford Herald Collection, and the Research Library.

Summary

Expenditures	2021 Actual	2022 Actual	2023 Budget	2024 Budget
Salaries	\$ 117,387	\$ 144,469	\$ 136,932	\$ 163,012
Benefits	41,442	53,834	65,090	74,119
Operating	20,446	20,135	27,292	30,492
Supplies	3,897	8,154	5,042	11,118
Total	\$ 183,172	\$ 226,592	\$ 234,356	\$ 278,741

Funding Source				
Total	183,172	226,592	234,356	278,741
Total	\$ 183,172	\$ 226,592	\$ 234,356	\$ 278,741

Our Accomplishments in 2022-23

- ❖ Hosted a 65th anniversary event and fundraiser.
- ❖ Placed a display inside the Wayne Densch Performing Arts Center celebrating the 100th anniversary of the facility to expand outreach.
- ❖ Spoke as guest lecturer at multiple events, schools, and functions to expand outreach.
- ❖ Developed Family Guide to help children understand Henry Shelton Sanford.
- ❖ Continuing to deliver and promote social media posts to keep the Museum front and center for Sanford and Central Florida residents.

Goals and Objectives for 2023-24

- ❖ Create permanent exhibits on Zora Neale Hurston and Elvira Garner, Swimming in Sanford, and Golf in Sanford.

- ❖ Update Henry Sanford's display rooms at the Museum with nicely designed panels highlighting his various interests.
- ❖ Transform the Sanford Library room to look "lived in" by providing mannequins wearing the dresses that Henry Sanford's daughters wore and display copies of Henry Sanford letters to immerse our guests into living history.
- ❖ Continue to work with volunteer boards to provide additional funding and volunteers to assist in both daily duties and Museum special events.

RECREATION - MUSEUM				
Performance Measures				
Activity	Actual 2020-2021	Actual 2021-2022	Expected 2022-2023	Proposed 2023-2024
Total Volunteer Hours	16	22	25	40
Research Requests Received	189	122	120	150
Museum Attendance	2,302	4,264	4,282	4,300
New social media followers	310	784	2,872	500

Authorized Positions

Full Time Equivalents	Funded 2022	Funded 2023	+/-	Funded 2024	Authorized & Unfunded
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Recreation - Museum					
Museum Curator	1.00	1.00	-	1.00	-
Museum Assistant	1.00	1.00	-	1.00	-
Docent (Part-Time)	1.10	1.10	0.40	1.50	-
Total Full Time Equivalents	3.10	3.10	0.40	3.50	-

Recreation Museum

Account	Description	2020 Actual	2021 Actual	2022 Actual	2023 Budget	2024 Budget
Personnel Services						
001-5052-573.12-00	Regular Salaries & Wages	102,586	79,879	99,806	98,493	101,273
001-5052-573.12-06	Reg Salaries - Opt Out Health Insurance	2,500	1,700	1,200	-	1,173
001-5052-573.13-00	Part Time Wages	25,181	35,808	43,353	38,439	60,566
001-5052-573.14-00	Overtime	192	-	110	-	-
001-5052-573.21-00	FICA/Medicare Taxes	9,650	8,653	9,531	10,241	12,534
001-5052-573.22-01	Retirement Contributions - FRS	11,690	11,313	14,271	16,098	25,331
001-5052-573.23-00	Medical Insurance	20,144	20,635	29,152	37,572	34,635
001-5052-573.23-02	Medical Insurance - Life & ST Disability	590	584	599	1,012	1,285
001-5052-573.24-00	Worker's Compensation	194	257	281	167	334
	Subtotal Personnel Services	\$ 172,727	\$ 158,829	\$ 198,303	\$ 202,022	\$ 237,131
Operating						
001-5052-573.40-00	Travel & Per Diem	-	-	-	972	972
001-5052-573.41-00	Communications Services	878	1,345	1,336	1,458	1,405
001-5052-573.43-00	Utility Services	10,190	11,550	14,805	11,685	15,400
001-5052-573.45-01	Insurance - Operating Liability	2,931	2,627	382	515	441
001-5052-573.46-00	Repair & Maintenance Services	9,007	4,499	2,778	9,774	9,774
001-5052-573.47-00	Printing & Binding	267	95	254	200	500
001-5052-573.48-00	Promotional Activities	-	330	436	2,688	2,000
001-5052-573.49-00	Other Charges/Obligations	-	-	144	-	-
001-5052-573.51-00	Office Supplies	1,001	804	932	1,290	1,290
001-5052-573.52-00	Operating Supplies	1,926	2,488	7,222	2,903	8,275
001-5052-573.54-01	Books/Pubs/Subsc/Memb - Prof Dues	118	-	-	395	206
001-5052-573.54-02	Books/Pubs/Subsc/Memb -Conf/Seminar	176	423	-	454	454
001-5052-573.54-03	Books/Pubs/Subsc/Memb - Subscriptions	-	182	-	-	893
	Subtotal Operating	\$ 26,494	\$ 24,343	\$ 28,289	\$ 32,334	\$ 41,610
Total		\$ 199,221	\$ 183,172	\$ 226,592	\$ 234,356	\$ 278,741



CITY OF
SANFORD
FLORIDA

SPECIAL REVENUE FUNDS

- **REVENUES AND EXPENDITURE SCHEDULE**
- **CDBG Fund**
- **2ND DOLLAR FUND**
- **LAW ENFORCEMENT TRUST FUND**
- **LIHEAP**
- **LOCAL OPTION GAS TAX**
- **IMPACT FEES FUND**
- **BUILDING INSPECTION FUND**
- **3RD GENERATION FUND**
- **CEMETERY FUND**
- **PUBLIC ART COMMISSION FUND**
- **9TH CENT FUEL TAX FUND**

City of Sanford

Special Revenue Funds

Revenue and Expenditures Schedule

	Recreation Donation Fund	CDBG	Police 2nd Dollar Fund	Police Trust Fund	Low Income Home Energy
Use of Fund Balance	\$ -	\$ -	\$ 7,272	\$ -	\$ -
Revenues					
Taxes					
Sales and Use Tax	-	-	-	-	-
Permits, Impact Fees, Assessments	-	-	-	-	-
Intergovernmental	-	968,252	-	16,000	1,081,741
Charges for Services	-	-	-	-	-
Fines and Forfeitures	-	-	7,824	-	-
Other Revenues	15,000	-	5,292	5,926	-
Total Revenues	15,000	968,252	13,116	21,926	1,081,741
Transfers In	-	-	-	-	41,977
Total Revenues, Transfers, and Balances	\$ 15,000	\$ 968,252	\$ 20,388	\$ 21,926	\$ 1,123,718
Expenditures					
General Government	\$ -	\$ -	\$ -	\$ -	\$ -
Public Safety	-	-	20,388	-	-
Physical Environment	-	-	-	-	-
Transportation	-	-	-	-	-
Economic Environment	-	968,252	-	-	-
Human Services	-	-	-	-	1,123,718
Culture and Recreation	15,000	-	-	-	-
Total Expenditures	15,000	968,252	20,388	-	1,123,718
Total Expenditures and Other Uses	15,000	968,252	20,388	-	1,123,718
Total Revenue Over/(Under) Expenditure	-	-	-	21,926	-
Total Appropriations and Reserves	\$ 15,000	\$ 968,252	\$ 20,388	\$ 21,926	\$ 1,123,718

City of Sanford

Special Revenue Funds

Revenue and Expenditures Schedule

	Streets Local Option	Impact Fees Recreation	Impact Fees Fire	Impact Fees Police	Building Inspection
Use of Fund Balance	\$ 62,883	\$ -	\$ 269,500	\$ -	\$ 11,466
Revenues					
Taxes					
Sales and Use Tax	1,116,979	-	-	-	-
Permits, Impact Fees, Assessments	-	253,580	92,000	93,150	1,549,458
Intergovernmental	-	-	-	-	-
Charges for Services	100,000	-	-	-	-
Fines and Forfeitures	-	-	-	-	-
Other Revenues	123,998	80,969	-	-	574,057
Total Revenues	1,340,977	334,549	92,000	93,150	2,123,515
Transfers In	-	-	-	-	-
Total Revenues, Transfers, and Balances	\$ 1,403,860	\$ 334,549	\$ 361,500	\$ 93,150	\$ 2,134,981
Expenditures					
General Government	\$ -	\$ -	\$ -	\$ -	\$ 1,984,127
Public Safety	-	-	361,500	41,550	-
Physical Environment	-	-	-	-	-
Transportation	1,403,860	-	-	-	-
Economic Environment	-	-	-	-	-
Human Services	-	-	-	-	-
Culture and Recreation	-	318,484	-	-	-
Total Expenditures	1,403,860	318,484	361,500	41,550	1,984,127
Total Expenditures and Other Uses	1,403,860	318,484	361,500	41,550	1,984,127
Total Revenue Over/(Under) Expenditure	-	16,065	-	51,600	150,854
Total Appropriations and Reserves	\$ 1,403,860	\$ 334,549	\$ 361,500	\$ 93,150	\$ 2,134,981

City of Sanford

Special Revenue Funds

Revenue and Expenditures Schedule

	Streets 3rd Generation	Cemetery	Public Art Commission	9th Cent Fuel Tax Fund	LIHWAP Fund
Use of Fund Balance	\$ -	\$ -	\$ -	\$ -	\$ -
Revenues					
Taxes					
Sales and Use Tax	5,025,999	-	-	-	-
Permits, Impact Fees, Assessments	-	-	-	-	-
Intergovernmental	-	-	-	573,750	21,200
Charges for Services	-	72,863	-	-	-
Fines and Forfeitures	-	-	-	-	-
Other Revenues	756,229	1,560	-	-	-
Total Revenues	5,782,228	74,423	-	573,750	21,200
Transfers In	-	59,253	120,000	-	-
Total Revenues, Transfers, and Balances	\$ 5,782,228	\$ 133,676	\$ 120,000	\$ 573,750	\$ 21,200
Expenditures					
General Government	\$ -	\$ -	\$ 120,000	\$ -	\$ -
Public Safety	-	-	-	-	-
Physical Environment	-	133,676	-	-	-
Transportation	5,267,000	-	-	573,750	-
Economic Environment	-	-	-	-	-
Human Services	-	-	-	-	21,200
Culture and Recreation	-	-	-	-	-
Total Expenditures	5,267,000	133,676	120,000	573,750	21,200
Total Expenditures and Other Uses	5,267,000	133,676	120,000	573,750	21,200
Total Revenue Over/(Under) Expenditure	515,228	-	-	-	-
Total Appropriations and Reserves	\$ 5,782,228	\$ 133,676	\$ 120,000	\$ 573,750	\$ 21,200

City of Sanford

Special Revenue Funds

Revenue and Expenditures Schedule

	Total
Use of Fund Balance	\$ 351,121
Revenues	
Taxes	
Sales and Use Tax	6,142,978
Permits, Impact Fees, Assessments	1,988,188
Intergovernmental	2,660,943
Charges for Services	172,863
Fines and Forfeitures	7,824
Other Revenues	1,563,031
Total Revenues	12,535,827
Transfers In	221,230
Total Revenues, Transfers, and Balances	\$ 13,108,178
Expenditures	
General Government	\$ 2,104,127
Public Safety	423,438
Physical Environment	133,676
Transportation	7,244,610
Economic Environment	968,252
Human Services	1,144,918
Culture and Recreation	333,484
Total Expenditures	12,352,505
Total Expenditures and Other Uses	12,352,505
Total Revenue Over/(Under) Expenditure	755,673
Total Appropriations and Reserves	\$ 13,108,178

Special Revenue Funds

Revenue and Expenditures

Recreation Donation Fund

Account	Description	2020 Actual	2021 Actual	2022 Actual	2023 Budget	2024 Proposed Budget
Revenue						
	Miscellaneous	\$ -	\$ -	\$ 17,817	\$ 20,000	\$ 15,000
	Total Revenue	\$ -	\$ -	\$ 17,817	\$ 20,000	\$ 15,000
Expenditure						
	Other Contractual Services	\$ -	\$ -	\$ (104,301)	\$ -	\$ -
	Promotional Activities	-	-	-	20,000	15,000
	Operating Supplies	-	-	9,734	-	-
	Repair & Maintenance Services	-	-	595	-	-
	Printing & Binding	-	-	125	-	-
	Other Charges/Obligations	-	-	1,100	-	-
	Total Expenditure	\$ -	\$ -	\$ (92,747)	\$ 20,000	\$ 15,000

Special Revenue Funds

Revenue and Expenditures

CDBG

Account	Description	2020 Actual	2021 Actual	2022 Actual	2023 Budget	2024 Proposed Budget
Revenue						
	Federal Grants	\$ 37,879	\$ 528,963	\$ 460,402	\$ 766,370	\$ 968,252
	Capital Lease Revenue	-	-	6,108	-	-
	Total Revenue	\$ 37,879	\$ 528,963	\$ 466,510	\$ 766,370	\$ 968,252
Expenditure						
	Regular Salaries & Wages	\$ 38,836	\$ 68,690	\$ 79,217	\$ 75,452	\$ 76,240
	Regular Salaries - Additional Pays	600	-	-	600	-
	Regular Salaries - Opt Out Health Insurance	-	1,200	300	-	-
	Overtime	3,029	-	-	-	-
	FICA/Medicare Taxes	3,585	5,368	5,842	5,840	5,855
	Retirement Contributions - FRS	-	7,024	8,422	8,513	10,788
	Medical Insurance	221	358	11,283	18,786	17,716
	Medical Insurance - Life & ST Disability	826	477	528	495	498
	Worker's Compensation	-	1,658	1,233	95	1,759
	Professional Services	9,013	74,107	80,784	93,600	63,755
	Other Contractual Services	-	-	216	-	-
	Other Contractual Services - Landfill	243	-	-	-	-
	Travel & Per Diem	-	144	749	2,500	4,663
	Communication Services	46	1,369	1,867	3,620	2,628
	Postage & Transportation	-	89	152	400	213
	Rental & Leases	50	1,269	2,272	1,500	1,500
	Rental & Leases/gasb 87	-	-	3,808	-	-
	Repair & Maintenance Services	-	5,186	-	-	-
	Printing & Binding	-	495	-	500	500
	Promotional	889	-	-	400	600
	Other Charges/Obligations	147	5,776	8,275	6,100	5,975
	Office Supplies	7,666	1,183	55	2,700	2,875
	Operating Supplies	-	10,943	190	2,900	1,600
	Uniforms	-	-	-	100	300
	Books/Pubs/Subsc/Memb - Prof Dues	670	940	-	1,000	-
	Books/Pubs/Subsc/Memb -Conf/Seminar	528	-	350	1,100	-
	Training	-	-	-	-	2,097
	LAND ACQUISITIONS	-	642	-	-	-
	Lease Payment/GASB87	-	-	2,161	-	-
	Int Payment/GASB87	-	-	139	-	-
	Contingency for Program Use	-	150	-	-	-
	Other Grants & Aids	186,145	400,404	268,301	540,169	768,690
	Total Expenditure	\$ 252,494	\$ 587,472	\$ 476,144	\$ 766,370	\$ 968,252

Special Revenue Funds

Revenue and Expenditures

Police Training (2nd Dollar Fund)

Account	Description	2020 Actual	2021 Actual	2022 Actual	2023 Budget	2024 Proposed Budget
Revenue						
	Judgments and Fines	\$ 8,569	\$ 10,742	\$ 10,134	\$ 10,000	\$ 7,824
	Interest	1,752	140	(2,090)	-	5,292
	Use of Fund Balance	-	-	-	35,000	7,272
	Total Revenue	\$ 10,321	\$ 10,882	\$ 8,044	\$ 45,000	\$ 20,388
Expenditure						
	Travel & Per Diem	\$ -	\$ -	\$ -	\$ 45,000	\$ 7,150
	Other Charges/Obligations	84	82	89	-	-
	Books/Pubs/Subscrs/Membs	-	-	-	-	7,600
	Training	-	-	-	-	5,638
	Total Expenditure	\$ 84	\$ 82	\$ 89	\$ 45,000	\$ 20,388

Special Revenue Funds

Revenue and Expenditures

Law Enforcement Trust

Account	Description	2020 Actual	2021 Actual	2022 Actual	2023 Budget	2024 Proposed Budget
Revenue						
	Confiscated Property - Justice	\$ 13,535	\$ 32,168	\$ -	\$ -	-
	Interest	1,133	107	(1,939)	-	4,176
	Use of Reserves	-	-	-	23,200	-
	Fema	2,048	-	-	-	-
	Misc Donations	5,257	3,250	1,500	1,000	500
	Confiscated Property - State	461	18,110	91,428	5,000	16,000
	Bank Investment	1,033	928	1,738	300	1,000
	Unrealized Gain (Loss)	449	(915)	(4,351)	-	500
	Realized Gain (Loss)	204	101	(189)	-	(250)
	Total Revenue	\$ 24,120	\$ 53,749	\$ 88,187	\$ 29,500	\$ 21,926
Expenditure						
	Travel & Per Diem	\$ 1,641	\$ -	\$ -	\$ 17,000	\$ -
	Other Charges/Obligations	539	3,740	728	-	-
	Books/Pubs/Subscrs/Membs	495	-	-	-	-
	Machinery & Equipment	4,171	-	16,261	-	-
	Additions to Reserves	-	-	-	-	21,926
	Promotional Activities	2,707	414	-	-	-
	Operating Supplies	396	-	29	12,500	-
	Employee Uniforms	-	-	1,718	-	-
	Total Expenditure	\$ 9,949	\$ 4,154	\$ 18,736	\$ 29,500	\$ 21,926

Special Revenue Funds

Revenue and Expenditures

Low Income Home Energy Assistance

Account	Description	2020 Actual	2021 Actual	2022 Actual	2023 Budget	2024 Proposed Budget
Revenue						
	Low Income Home Energy Assistance Program	\$ 995,669	\$ 1,715,585	\$ 2,550,888	\$ 1,430,208	\$ 1,081,741
	Transfer from General Fund	-	-	-	-	41,977
	Capital Lease Rev	-	-	40,087	-	-
	Total Revenue	\$ 995,669	\$ 1,715,585	\$ 2,590,975	\$ 1,430,208	\$ 1,123,718
Expenditure						
	Regular Salaries & Wages	\$ 96,821	\$ 107,570	\$ 124,998	\$ 161,048	\$ 158,317
	Overtime	3,151	1,904	989	-	-
	FICA/Medicare Taxes	7,391	8,157	8,724	12,366	12,157
	Retirement Contributions	8,902	11,248	13,174	22,627	27,455
	Medical Insurance	31,396	25,618	29,865	54,576	58,069
	Worker's Compensation	184	238	252	202	327
	Public Assistance/Professional Services	7,166	85,992	90,197	109,241	-
	Travel & Per Diem	1,599	344	4,359	3,750	2,437
	Communications Services	739	2,962	3,054	3,250	3,250
	Postage & Transportation	1,022	188	35	900	250
	Utility Services	-	-	-	4,425	-
	Rental & Leases	1,262	10,873	10,861	21,025	2,500
	Rental & Leases/gasb 87	-	-	28,805	-	-
	Repairs & Maintenance Services	77	203	15	19,487	12,424
	Printing & Binding	1,582	2,006	3,048	3,150	2,100
	Other Charges	294	-	337	-	-
	Office Supplies	1,142	6,217	3,389	6,500	2,000
	Operating Supplies	1,590	11,605	18,302	6,333	-
	Books/Pubs/Subsc/Memb - Prof Dues	-	-	-	428	457
	Books/Pubs/Subscrs/Membs	-	283	142	900	650
	Machinery & Equipment	-	-	5,000	-	-
	Lease Payment/GASB87	-	-	10,732	-	-
	Int Payment/GASB87	-	-	551	-	-
	Benefits for LIHEAP	800,747	1,542,646	1,975,494	1,000,000	841,325
	Total Expenditure	\$ 965,065	\$ 1,818,054	\$ 2,332,323	\$ 1,430,208	\$ 1,123,718

Special Revenue Funds

Revenue and Expenditures

Streets - Local Options Gas Tax

Account	Description	2020 Actual	2021 Actual	2022 Actual	2023 Budget	2024 Proposed Budget
Revenue						
	Local Option Gas Tax	\$ 1,050,173	\$ 1,056,627	\$ 1,214,508	\$ 1,108,440	\$ 1,116,979
	Grants	64,456	-	-	-	-
	Transportation Revenue Other	99,907	172,756	109,885	-	100,000
	Interest	24,574	21,180	25,906	-	76,802
	Interest-Unrealized Gain (Loss)	11,546	(20,229)	(73,858)	-	53,162
	Interest - Realized Gain (Loss)	4,947	2,433	(2,771)	-	(5,966)
	Use of Fund Balance	-	-	(104,566)	425,734	62,883
	Total Revenue	\$ 1,255,603	\$ 1,232,767	\$ 1,169,104	\$ 1,534,174	\$ 1,403,860
Expenditure						
	Other Contractual Service	\$ 96,559	\$ 135,259	\$ 8,466	\$ 187,260	\$ 187,260
	Utility Services	407,950	434,018	462,029	437,500	499,500
	Repair & Maintenance Services	393,744	154,117	384,490	157,000	30,000
	Other Charges/Obligations	1,951	2,059	2,098	2,100	2,100
	Operating Supplies	-	-	1,210	-	-
	Road Materials & Supplies	44,492	93,432	78,624	120,000	135,000
	Improve Other Than Building	-	134,529	222,567	565,000	550,000
	Machinery & Equipment	-	-	-	45,000	-
	Additions to Reserves	-	-	-	20,314	-
	Total Expenditure	\$ 944,696	\$ 953,414	\$ 1,159,484	\$ 1,534,174	\$ 1,403,860

Special Revenue Funds

Revenue and Expenditures

Impact Fees

Account	Description	2020 Actual	2021 Actual	2022 Actual	2023 Budget	2024 Proposed Budget
Revenue						
	Impact Fees/Residential	\$ 377,431	\$ 784,295	\$ 1,163,561	\$ 900,000	\$ 438,730
	Interest	40,440	34,043	45,096	-	50,160
	Interest-Unrealized Gain (Loss)	17,186	(32,793)	(142,522)	-	34,750
	Interest - Realized Gain (Loss)	7,574	4,012	(5,554)	-	(3,941)
	Impact Fees/Commercial	69,791	499,220	560,260	400,000	-
	Federal Grants	-	11,199	-	-	-
	FEMA-State Grant	-	254,280	-	-	-
	Use of Fund Balance	-	-	-	464,692	269,500
	Byrne Grant	33,524	(33,524)	-	-	-
	Total Revenue	\$ 545,946	\$ 1,520,732	\$ 1,620,841	\$ 1,764,692	\$ 789,199
Expenditure						
	Land	\$ -	\$ 8,200	\$ 12,092	\$ -	\$ -
	Machinery & Equipment	100,139	-	62,671	1,022,348	471,534
	Improve Other Than Building	159,105	77,515	342,224	-	250,000
	Operating Supplies	8,370	31,162	50,641	39,000	-
	Transfers	28,720	69,421	-	-	-
	Other Charges/Obligations	3,023	3,276	4,172	-	-
	Additions to Reserves	-	-	-	703,344	67,665
	Professional Services	-	13,935	-	-	-
	Buildings	185,828	241,490	7,180	-	-
	Total Expenditure	\$ 485,185	\$ 444,999	\$ 478,980	\$ 1,764,692	\$ 789,199

Special Revenue Funds

Revenue and Expenditures

Building Inspection

Account	Description	2020 Actual	2021 Actual	2022 Actual	2023 Budget	2024 Proposed Budget
Revenue						
	Interest	\$ 152,052	\$ 13,432	\$ (225,038)	\$ -	\$ 535,376
	Misc Rev	19,374	957	(2,947)	5,000	4,681
	Use of Fund Balance	-	-	-	9,221	11,466
	Build Inspection Permit	1,147,211	2,362,501	1,668,614	2,292,853	901,910
	Plumbing Inspect Permit	55,255	89,732	40,145	54,932	47,380
	Electric Inspect Permit	61,427	97,668	45,470	46,532	35,040
	Mechanical Inspect Permit	40,224	52,579	78,925	82,152	53,454
	Application Fees	515,481	1,047,156	782,468	1,016,473	474,234
	Other License & Miscellaneous	29,170	46,060	23,082	28,335	37,440
	Federal Grants	-	11,409	-	-	-
	Reim Claims & Exp	35,669	39,681	46,019	45,000	34,000
	Capital Lease Rev	-	-	10,595	-	-
	Total Revenue	\$ 2,055,863	\$ 3,761,175	\$ 2,467,333	\$ 3,580,498	\$ 2,134,981
Expenditure						
	Travel & Per Diem	\$ -	\$ 667	\$ 767	\$ 4,000	\$ 4,000
	Other Charges/Obligations	71,813	127,178	130,586	55,521	55,500
	Books/Pubs/Subscrs/Membs	5,426	4,376	6,990	10,200	11,505
	Training	-	-	-	-	2,500
	Regular Salaries & Wages	619,925	644,186	677,299	873,181	927,497
	Overtime	3,768	5,676	5,813	7,000	3,080
	FICA/Medicare Taxes	45,761	47,415	48,614	67,585	71,454
	Retirement Contributions	63,382	73,232	81,491	107,452	164,010
	Medical Insurance	108,611	90,526	118,942	176,696	192,320
	Worker's Compensation	9,786	11,413	9,195	6,872	16,401
	Professional Services	-	28,728	12,439	3,000	3,000
	Other Contractual Service	280,449	425,797	355,269	427,553	417,821
	Communications Services	6,851	6,688	7,412	7,762	7,762
	Postage & Transportation	1,076	102	71	1,200	1,200
	Rentals & Leases	8,089	19,354	4,135	30,913	713
	Rentals & Leases/gasb 87	-	-	6,606	-	-
	Insurance	5,963	5,769	9,558	11,049	8,920
	Repair & Maintenance Services	26,265	31,143	30,198	49,024	61,494
	Printing & Binding	529	837	903	1,608	1,608
	Promotional	-	-	-	1,500	1,500
	Office Supplies	2,168	3,554	3,980	5,000	5,000
	Operating Supplies	1,593	19,280	6,836	8,000	8,000
	Operating Supplies - Gasoline	7,031	9,661	14,259	13,342	13,342
	Operating Supplies - Uniforms	3,061	3,544	3,763	5,500	5,500
	Machinery & Equipment	-	40,688	47,913	37,000	-
	Lease Payment/GASB87	-	-	3,748	-	-
	Int Payment/GASB87	-	-	241	-	-
	Additions to Reserves	-	-	(16,235)	1,669,540	150,854
	Total Expenditure	\$ 1,271,547	\$ 1,599,814	\$ 1,570,793	\$ 3,580,498	\$ 2,134,981

Special Revenue Funds

Revenue and Expenditures

Streets - 3rd Generation Sales Tax

Account	Description	2020 Actual	2021 Actual	2022 Actual	2023 Budget	2024 Proposed Budget
Revenue						
	3rd Generation Sales Tax	\$ 3,570,169	\$ 4,010,184	\$ 5,060,283	\$ 3,878,944	\$ 5,025,999
	Grant	50	2,923	7,006	-	-
	Interest	178,293	116,833	145,168	-	450,396
	Interest-Unrealized Gain (Loss)	75,597	(111,757)	(403,822)	-	308,779
	Interest - Realized Gain (Loss)	35,459	14,044	(15,668)	-	(2,946)
	Use of Fund Balance	-	-	-	2,811,060	-
	Total Revenue	\$ 3,859,568	\$ 4,032,227	\$ 4,792,967	\$ 6,690,004	\$ 5,782,228
Expenditure						
	Professional Services	\$ 5,510	\$ -	\$ -	\$ 50,000	\$ -
	Repairs & Maint	798,574	985,360	795,400	600,000	250,000
	Other Charges/Obligations	13,473	11,012	11,454	12,000	12,000
	Improv Other Than Bldgs	-	5,967	-	-	-
	Road Improvements	-	127,254	-	3,100,000	3,725,000
	New Construction	-	-	8,500	-	150,000
	Traffic Calming	-	-	-	80,000	100,000
	Sidewalks	173,548	304,395	3,865	825,000	480,000
	Circulation Improvements	(5,510)	-	-	-	550,000
	Improve Other Than Building	140,387	885,614	2,283,738	300,000	-
	Transfer from Capital Proj Fund	4,000,000	-	-	-	-
	Additions to Reserves	-	-	332,463	1,723,004	515,228
	Total Expenditure	\$ 5,125,982	\$ 2,319,602	\$ 3,435,420	\$ 6,690,004	\$ 5,782,228

Special Revenue Funds

Revenue and Expenditures

Cemetery

Account	Description	2020 Actual	2021 Actual	2022 Actual	2023 Budget	2024 Proposed Budget
Revenue						
	Cemetery Fees	\$ 30,600	\$ 35,550	\$ 21,550	\$ 35,100	\$ 20,000
	Interest	1,349	700	949	-	2,813
	Interest - Unrealized	671	(653)	(2,610)	-	1,670
	Interest - Realized	235	84	(102)	-	(110)
	Disposition of Assets	35,850	57,925	69,100	39,570	50,050
	Transfer from General Fund	25,000	26,374	111,859	62,000	59,253
	Total Revenue	\$ 93,705	\$ 119,980	\$ 200,746	\$ 136,670	\$ 133,676
Expenditure						
	Professional Services	\$ 85	\$ 595	\$ 170	\$ 3,000	\$ 3,195
	Communications Services	-	108	433	433	461
	Utility Services	6,683	7,622	4,254	8,500	9,052
	Insurance	892	785	813	1,095	939
	Repair & Maintenance Services	116,738	111,439	129,780	113,442	114,779
	Other Charges/Obligations	103	69	79	200	200
	Operating Supplies	-	74	-	10,000	5,050
	Total Expenditure	\$ 124,501	\$ 120,692	\$ 135,529	\$ 136,670	\$ 133,676

Special Revenue Funds

Revenue and Expenditures

Public Art Commission Fund

Account	Description	2020 Actual	2021 Actual	2022 Actual	2023 Budget	2024 Proposed Budget
Revenue						
	Transfer from General Fund	\$ -	\$ -	\$ -	\$ 112,000	\$ 120,000
	Total Revenue	\$ -	\$ -	\$ -	\$ 112,000	\$ 120,000
Expenditure						
	Professional Services	\$ -	\$ -	\$ -	\$ 112,000	\$ 120,000
	Total Expenditure	\$ -	\$ -	\$ -	\$ 112,000	\$ 120,000

Special Revenue Funds

Revenue and Expenditures

9th Cent Fuel Tax Fund

Account	Description	2020 Actual	2021 Actual	2022 Actual	2023 Budget	2024 Proposed Budget
Revenue						
	State Shared Revenues	\$ -	\$ -	\$ -	\$ -	573,750
	Total Revenue	\$ -	\$ -	\$ -	\$ -	573,750
Expenditure						
	Improve Other Than Building	\$ -	\$ -	\$ -	\$ -	573,750
	Total Expenditure	\$ -	\$ -	\$ -	\$ -	573,750

Special Revenue Funds

Revenue and Expenditures

LIHWAP Fund

Account	Description	2020 Actual	2021 Actual	2022 Actual	2023 Budget	2024 Proposed Budget
Revenue						
	Low Income Home Water Assistance Program	\$ -	\$ -	\$ -	\$ -	21,200
	Total Revenue	\$ -	\$ -	\$ -	\$ -	21,200
Expenditure						
	Regular Salaries & Wages	\$ -	\$ -	\$ -	\$ -	1,001
	FICA/Medicare Taxes	-	-	-	-	62
	Retirement Contributions	-	-	-	-	113
	Medical Insurance	-	-	-	-	224
	Worker's Compensation	-	-	-	-	2
	Public Assistance/Professional Services	-	-	383	-	-
	Communication Services	-	-	-	-	75
	Postage & Transportation	-	-	-	-	300
	Rentals & Leases	-	-	-	-	1,935
	Office Supplies	-	-	-	-	500
	Operating Supplies	-	-	-	-	500
	Benefits for LIHWAP	-	-	-	-	16,488
	Total Expenditure	\$ -	\$ -	383	\$ -	21,200

Recreation Donation Fund

Revenue and Expenditures

Account	Description	2020 Actual	2021 Actual	2022 Actual	2023 Budget	2024 Proposed Budget
Revenue						
003-0000-369.90-00	Other Miscellaneous Revenues	-	-	17,817	20,000	15,000
	Total Revenue	\$ -	\$ -	\$ 17,817	\$ 20,000	\$ 15,000
Expenditure						
003-0401-513.34-00	Other Contractual Services	-	-	(105,439)	-	-
003-5052-573.48-00	Promotional Activities	-	-	-	20,000	15,000
003-5052-573.52-00	Operating Supplies	-	-	466	-	-
003-5501-572.34-00	Other Contractual Services	-	-	1,138	-	-
003-5501-572.46-00	Repair & Maintenance Services	-	-	595	-	-
003-5501-572.47-00	Printing & Binding	-	-	125	-	-
003-5501-572.49-00	Other Charges/Obligations	-	-	1,100	-	-
003-5501-572.52-00	Operating Supplies	-	-	8,277	-	-
003-5502-575.52-00	Operating Supplies	-	-	991	-	-
	Total Expenditure	\$ -	\$ -	\$ (92,747)	\$ 20,000	\$ 15,000

CDBG Fund

Revenue and Expenditures

Account	Description	2020 Actual	2021 Actual	2022 Actual	2023 Budget	2024 Proposed Budget
Revenue						
105-0000-331.54-00	Federal Grants	37,879	528,963	460,402	766,370	968,252
105-0000-361.40-00	Capital Lease Revenue	-	-	6,108	-	-
	Total Revenue	\$ 37,879	\$ 528,963	\$ 466,510	\$ 766,370	\$ 968,252
Expenditure						
105-1105-554.12-00	Regular Salaries & Wages	38,836	68,690	79,217	75,452	76,240
105-1105-554.12-02	Regular Salaries - Additional Pays	600	-	-	600	-
105-1105-554.12-06	Regular Salaries - Opt Out Health Insurance	-	1,200	300	-	-
105-1105-554.14-00	Overtime	3,029	-	-	-	-
105-1105-554.21-00	FICA/Medicare Taxes	3,585	5,368	5,842	5,840	5,855
105-1105-554.22-01	Retirement Contributions - FRS	-	7,024	8,422	8,513	10,788
105-1105-554.23-00	Medical Insurance	221	358	11,283	18,786	17,716
105-1105-554.23-02	Medical Insurance - Life & ST Disability	826	477	528	495	498
105-1105-554.24-00	Worker's Compensation	-	1,658	1,233	95	1,759
105-1105-554.31-00	Professional Services	9,013	74,107	80,784	93,600	63,755
105-1105-554.34-00	Other Contractual Services	-	-	216	-	-
105-1105-554.34-02	Other Contractual Services - Landfill	243	-	-	-	-
105-1105-554.40-00	Travel & Per Diem	-	144	749	2,500	4,663
105-1105-554.41-00	Communication Services	46	1,369	1,867	3,620	2,628
105-1105-554.42-00	Postage & Transportation	-	89	152	400	213
105-1105-554.44-00	Rental & Leases	50	1,269	2,272	1,500	1,500
105-1105-554.44-10	Rental & Leases/gasb 87	-	-	3,808	-	-
105-1105-554.46-00	Repair & Maintenance Services	-	5,186	-	-	-
105-1105-554.47-00	Printing & Binding	-	495	-	500	500
105-1105-554.48-00	Promotional	889	-	-	400	600
105-1105-554.49-00	Other Charges/Obligations	147	5,776	8,275	6,100	5,975
105-1105-554.51-00	Office Supplies	7,666	1,183	55	2,700	2,875
105-1105-554.52-00	Operating Supplies	-	10,943	190	2,900	1,600
105-1105-554.52-05	Uniforms	-	-	-	100	300
105-1105-554.54-01	Books/Pubs/Subsc/Memb - Prof Dues	670	940	-	1,000	-
105-1105-554.54-02	Books/Pubs/Subsc/Memb -Conf/Seminar	528	-	350	1,100	-
105-1105-554.55-00	Training	-	-	-	-	2,097
105-1105-554.61-00	Land Acquisitions	-	642	-	-	-
105-1105-554.71-01	Lease Payment/GASB87	-	-	2,161	-	-
105-1105-554.72-01	Int Payment/GASB87	-	-	139	-	-
105-1105-554.81-00	Contingency for Program Use	-	150	-	-	-
105-1105-554.83-01	Other Grants & Aids	49,465	50,347	98,500	78,600	79,190
105-1105-554.83-02	Other Grants & Aids	28,794	161,099	485	100,000	350,000
105-1105-554.83-03	Other Grants & Aids	-	89,936	45,200	120,000	264,500
105-1105-554.83-04	Other Grants & Aids	107,886	73,093	120,492	116,569	-
105-1105-554.83-05	Other Grants & Aids	-	25,929	3,624	125,000	75,000
	Total Expenditure	\$ 252,494	\$ 587,472	\$ 476,144	\$ 766,370	\$ 968,252

2nd Dollar Fund

Revenue and Expenditures

Account	Description	2020 Actual	2021 Actual	2022 Actual	2023 Budget	2024 Proposed Budget
Revenue						
110-0000-351.30-00	Judgments and Fines	8,569	10,742	10,134	10,000	7,824
110-0000-361.10-00	Interest	1,070	852	1,119	-	3,295
110-0000-361.30-00	Interest	468	(812)	(3,088)	-	2,256
110-0000-361.40-00	Interest	214	100	(121)	-	(259)
110-0000-389.98-00	Use of Fund Balance	-	-	-	35,000	7,272
Total Revenue		\$ 10,321	\$ 10,882	\$ 8,044	\$ 45,000	\$ 20,388
Expenditure						
110-2020-521.40-00	Travel & Per Diem	-	-	-	45,000	7,150
110-2020-521.49-00	Other Charges/Obligations	84	82	89	-	-
110-2020-521.54-01	Books/Pubs/Subscrs/Membs	-	-	-	-	6,350
110-2020-521.54-02	Books/Pubs/Subscrs/Membs	-	-	-	-	1,250
110-2020-521.55-00	Training	-	-	-	-	5,638
Total Expenditure		\$ 84	\$ 82	\$ 89	\$ 45,000	\$ 20,388

Law Enforcement Trust Fund

Revenue and Expenditures

Account	Description	2020 Actual	2021 Actual	2022 Actual	2023 Budget	2024 Proposed Budget
Revenue						
106-0000-351.21-25	Confiscated Property - Justice	13,535	32,168	-	-	-
106-0000-361.10-00	Interest	623	562	988	-	2,652
106-0000-361.30-00	Interest	261	(528)	(2,738)	-	1,752
106-0000-361.40-00	Interest	123	64	(104)	-	(228)
106-0000-389.98-00	Use of Reserves	-	-	-	17,000	-
Total Revenue		\$ 14,542	\$ 32,266	\$ (1,854)	\$ 17,000	\$ 4,176
Expenditure						
106-2020-521.40-00	Travel & Per Diem	1,641	-	-	17,000	-
106-2020-521.49-00	Other Charges/Obligations	50	55	84	-	-
106-2020-521.54-02	Books/Pubs/Subscrs/Membs	495	-	-	-	-
106-2020-521.64-00	Machinery & Equipment	-	-	16,261	-	-
106-7979-590.99-90	Additions to Reserves	-	-	-	-	4,176
Total Expenditure		\$ 2,186	\$ 55	\$ 16,345	\$ 17,000	\$ 4,176

Law Enforcement Trust Fund

Revenue and Expenditures

Account	Description	2020 Actual	2021 Actual	2022 Actual	2023 Budget	2024 Proposed Budget
Revenue						
108-0000-331.80-08	Fema	1,755	-	-	-	-
108-0000-334.80-01	Fema	293	-	-	-	-
108-0000-361.10-00	Interest	65	47	65	-	-
108-0000-361.30-00	Interest	46	(44)	(143)	-	-
108-0000-361.40-00	Interest	15	6	(7)	-	-
108-0000-366.90-00	Misc Donations	5,257	1,250	900	1,000	500
108-0000-369.90-00	Misc Donations	-	2,000	600	-	-
108-0000-389.98-00	Use of Reserves	-	-	-	1,500	-
Total Revenue		\$ 7,431	\$ 3,259	\$ 1,415	\$ 2,500	\$ 500
Expenditure						
108-2020-521.48-00	Promotional Activities	2,707	414	-	-	-
108-2020-521.49-00	Other Charges/Obligations	408	2,297	519	-	-
108-2020-521.52-00	Operating Supplies	396	-	29	2,500	-
108-2020-521.64-00	Machinery & Equipment	4,171	-	-	-	-
108-7979-590.99-90	Additions to Reserves	-	-	-	-	500
Total Expenditure		\$ 7,682	\$ 2,711	\$ 548	\$ 2,500	\$ 500

Law Enforcement Trust Fund

Revenue and Expenditures

Account	Description	2020 Actual	2021 Actual	2022 Actual	2023 Budget	2024 Proposed Budget
Revenue						
111-0000-351.21-26	Confiscated Property - State	461	18,110	91,428	5,000	16,000
111-0000-361.10-00	Bank Investment	1,033	928	1,738	300	1,000
111-0000-361.30-00	Unrealized Gain (Loss)	449	(915)	(4,351)	-	500
111-0000-361.40-00	Realized Gain (Loss)	204	101	(189)	-	(250)
111-0000-389.98-00	Use of Reserves	-	-	-	4,700	-
Total Revenue		\$ 2,147	\$ 18,224	\$ 88,626	\$ 10,000	\$ 17,250
Expenditure						
111-2020-521.49-00	Other Charges/Obligations	81	1,388	125	-	-
111-2020-521.52-00	Operating Supplies	-	-	-	10,000	-
111-2020-521.52-05	Employee Uniforms	-	-	1,718	-	-
111-7979-590.99-90	Additions to Reserves	-	-	-	-	17,250
Total Expenditure		\$ 81	\$ 1,388	\$ 1,843	\$ 10,000	\$ 17,250

Low Income Home Energy Assistance Fund

Revenue and Expenditures

Account	Description	2020 Actual	2021 Actual	2022 Actual	2023 Budget	2024 Proposed Budget
Revenue						
117-0000-331.59-01	Low Income Home Energy Assistance Program	995,669	1,715,585	2,550,888	1,430,208	1,081,741
117-0000-381.01-00	Transfer from General Fund	-	-	-	-	41,977
117-0000-383-20-00	Capital Lease Rev	-	-	40,087	-	-
	Total Revenue	\$ 995,669	\$ 1,715,585	\$ 2,590,975	\$ 1,430,208	\$ 1,123,718
Expenditure						
117-1104-564.12-00	Regular Salaries & Wages	96,108	107,068	124,478	158,952	157,797
117-1104-564.12-02	Regular Salaries & Wages	713	502	520	2,096	520
117-1104-564.12-06	Regular Salaries & Wages	-	-	-	-	-
117-1104-564.14-00	Overtime	3,151	1,904	989	-	-
117-1104-564.21-00	FICA/Medicare Taxes	7,391	8,157	8,724	12,366	12,157
117-1104-564.22-01	Retirement Contributions	8,902	11,248	13,174	22,627	27,455
117-1104-564.23-00	Medical Insurance	30,745	24,915	29,157	53,545	57,045
117-1104-564.23-02	Medical Insurance	651	703	708	1,031	1,024
117-1104-564.24-00	Worker's Compensation	184	238	252	202	327
117-1104-564.31-00	Public Assistance/Professional Services	7,166	85,992	90,197	109,241	-
117-1104-564.40-00	Travel & Per Diem	1,599	344	4,359	3,750	2,437
117-1104-564.41-00	Communications Services	739	2,962	3,054	3,250	3,250
117-1104-564.42-00	Postage & Transportation	1,022	188	35	900	250
117-1104-564.43-00	Utility Services	-	-	-	4,425	-
117-1104-564.44-00	Rental & Leases	1,262	10,873	10,861	21,025	2,500
117-1104-564.44-10	Rental & Leases/gasb 87	-	-	28,805	-	-
117-1104-564.46-00	Repairs & Maintenance Services	77	203	15	19,487	12,424
117-1104-564.47-00	Printing & Binding	1,582	2,006	3,048	3,150	2,100
117-1104-564.49-00	Other Charges	294	-	337	-	-
117-1104-564.51-00	Office Supplies	1,142	6,217	3,389	6,500	2,000
117-1104-564.52-00	Operating Supplies	1,590	11,605	18,302	6,333	-
117-1104-564.54-01	Books/Pubs/Subsc/Memb - Prof Dues	-	-	-	428	457
117-1104-564.54-02	Books/Pubs/Subscrs/Membs	-	283	142	900	650
117-1104-564.64-00	Machinery & Equipment	-	-	5,000	-	-
117-1104-564.71-01	Lease Payment/GASB87	-	-	10,732	-	-
117-1104-564.72-01	Int Payment/GASB87	-	-	551	-	-
117-1104-564.86-00	Benefits for LIHEAP	800,747	1,542,646	1,975,494	1,000,000	841,325
	Total Expenditure	\$ 965,065	\$ 1,818,054	\$ 2,332,323	\$ 1,430,208	\$ 1,123,718

Local Option Gas Tax Fund

Revenue and Expenditures

Account	Description	2020 Actual	2021 Actual	2022 Actual	2023 Budget	2024 Proposed Budget
Revenue						
131-0000-312.41-00	Local Option Gas Tax	1,050,173	1,056,627	1,214,508	1,108,440	1,116,979
131-0000-3337.34-00	Grants	64,456	-	-	-	-
131-0000-344.90-00	Transportation Revenue Other	99,907	172,756	109,885	-	100,000
131-0000-361.10-00	Interest	24,574	21,180	25,906	-	76,802
131-0000-361.30-00	Interest-Unrealized Gain (Loss)	11,546	(20,229)	(73,858)	-	53,162
131-0000-361.40-00	Interest - Realized Gain (Loss)	4,947	2,433	(2,771)	-	(5,966)
131-0000-389.98-00	Use of Fund Balance	-	-	(104,566)	425,734	62,883
Total Revenue		\$ 1,255,603	\$ 1,232,767	\$ 1,169,104	\$ 1,534,174	\$ 1,403,860
Expenditure						
131-4047-541.34-00	Other Contractual Service	96,559	135,259	8,466	187,260	187,260
131-4047-541.43-00	Utility Services	407,950	434,018	462,029	437,500	499,500
131-4047-541.46-00	Repair & Maintenance Services	10,720	22,457	10,817	157,000	30,000
131-4047-541.46-08	Repair & Maintenance Services	383,024	131,660	373,673	-	-
131-4047-541.49-00	Other Charges/Obligations	1,951	2,059	2,098	2,100	2,100
131-4047-541.52-00	Operating Supplies	-	-	1,210	-	-
131-4047-541.53-00	Road Materials & Supplies	44,492	93,432	78,624	120,000	135,000
131-4047-541.63-00	Improve Other Than Building	-	134,529	222,567	565,000	550,000
131-4047-541.64-00	Machinery & Equipment	-	-	-	45,000	-
131-7979-590.99-90	Additions to Reserves	-	-	-	20,314	-
Total Expenditure		\$ 944,696	\$ 953,414	\$ 1,159,484	\$ 1,534,174	\$ 1,403,860

Recreation Impact Fee Funds

Revenue and Expenditures

Account	Description	2020 Actual	2021 Actual	2022 Actual	2023 Budget	2024 Proposed Budget
Revenue						
132-0000-324.61-00	Impact Fees/Residential	227,275	462,367	907,130	500,000	253,580
132-0000-361.10-00	Interest	17,889	14,869	12,212	-	50,160
132-0000-361.30-00	Interest-Unrealized Gain (Loss)	6,888	(14,319)	(51,142)	-	34,750
132-0000-361.40-00	Interest - Realized Gain (Loss)	3,265	1,706	(1,924)	-	(3,941)
Total Revenue		\$ 255,317	\$ 464,623	\$ 866,276	\$ 500,000	\$ 334,549
Expenditure						
132-5052-573.61-00	Land	-	-	2,250	-	-
132-5052-573.64-00	Machinery & Equipment	-	-	-	-	7,900
132-5058-572.61-00	Land	-	-	9,842	-	-
132-5058-572.63-00	Improve Other Than Building	159,105	-	-	-	-
132-5502-572.64-00	Machinery & Equipment	-	-	-	-	60,584
132-5508-572.52-00	Operating Supplies	(800)	-	6,765	-	-
132-5508-572.63-00	Improve Other Than Building	-	77,515	342,224	-	250,000
132-7979-581.91-22	Transfers	-	69,421	-	-	-
132-7979-590.49-00	Other Charges/Obligations	1,293	1,431	1,426	-	-
132-7979-590.99-90	Additions to Reserves	-	-	-	500,000	16,065
Total Expenditure		\$ 159,598	\$ 148,367	\$ 362,507	\$ 500,000	\$ 334,549

Fire Impact Fee Funds

Revenue and Expenditures

Account	Description	2020 Actual	2021 Actual	2022 Actual	2023 Budget	2024 Proposed Budget
Revenue						
133-0000-324.11-00	Impact Fees/Residential	74,979	160,751	128,046	200,000	92,000
133-0000-324.12-00	Impact Fees/Commercial	34,347	218,009	257,919	200,000	-
133-0000-331.30-00	Federal Grants	-	11,199	-	-	-
133-0000-334.80-01	FEMA-State Grant	-	254,280	-	-	-
133-0000-361.10-00	Interest	12,829	9,622	16,227	-	-
133-0000-361.30-00	Interest-Unrealized Gain (Loss)	5,852	(9,208)	(45,058)	-	-
133-0000-361.40-00	Interest - Realized Gain (Loss)	2,369	1,162	(1,788)	-	-
133-0000-389.98-00	Use of Fund Balance	-	-	-	464,692	269,500
Total Revenue		\$ 130,376	\$ 645,815	\$ 355,346	\$ 864,692	\$ 361,500
Expenditure						
133-3001-522.31-00	Professional Services	-	13,935	-	-	-
133-3001-522.49-00	Other Charges/Obligations	-	-	151	-	-
133-3001-522.52-00	Operating Supplies	4,526	29,053	39,577	-	-
133-3001-522.61-00	Land	-	8,200	-	-	-
133-3001-522.62-00	Buildings	185,828	241,490	7,180	-	-
133-3001-522.64-00	Machinery & Equipment	11,199	-	44,573	864,692	361,500
133-7979-581.91-28	Transfers	28,720	-	-	-	-
133-7979-590.49-00	Other Charges/Obligations	970	925	1,281	-	-
Total Expenditure		\$ 231,243	\$ 293,603	\$ 92,762	\$ 864,692	\$ 361,500

Police Impact Fee Funds

Revenue and Expenditures

Account	Description	2020 Actual	2021 Actual	2022 Actual	2023 Budget	2024 Proposed Budget
Revenue						
134-0000-324.11-00	Impact Fees/Residential	75,177	161,177	128,385	200,000	93,150
134-0000-324.12-00	Impact Fees/Commercial	35,444	281,211	302,341	200,000	-
134-0000-334.20-24	Byrne Grant	33,524	(33,524)	-	-	-
134-0000-361.10-00	Interest	9,722	9,552	16,657	-	-
134-0000-361.30-00	Interest-Unrealized Gain (Loss)	4,446	(9,266)	(46,322)	-	-
134-0000-361.40-00	Interest - Realized Gain (Loss)	1,940	1,144	(1,842)	-	-
	Total Revenue	\$ 160,253	\$ 410,294	\$ 399,219	\$ 400,000	\$ 93,150
Expenditure						
134-2020-521.52-00	Operating Supplies	4,644	2,109	4,299	39,000	-
134-2020-521.64-00	Machinery & Equipment	88,940	-	18,098	157,656	41,550
134-7979-590.49-00	Other Charges/Obligations	760	920	1,314	-	-
134-7979-590.99-90	Additions to Reserves	-	-	-	203,344	51,600
	Total Expenditure	\$ 94,344	\$ 3,029	\$ 23,711	\$ 400,000	\$ 93,150

Building Inspection Fund

Revenue and Expenditures

Account	Description	2020 Actual	2021 Actual	2022 Actual	2023 Budget	2024 Proposed Budget
Revenue						
130-0000-361.10-00	Interest	206	218	363	-	1,164
130-0000-361.30-00	Interest-Unrealized Gain (Loss)	86	(209)	(979)	-	785
130-0000-361.40-00	Interest - Realized Gain (Loss)	42	25	(39)	-	(91)
130-0000-369.90-05	Misc Rev	6,358	8,335	9,372	5,000	4,681
130-0000-389.98-00	Use of Fund Balance	-	-	-	9,221	11,466
Total Revenue		\$ 6,692	\$ 8,369	\$ 8,717	\$ 14,221	\$ 18,005
Expenditure						
130-1114-524.40-00	Travel & Per Diem	-	-	-	4,000	4,000
130-1114-524.49-00	Other Charges/Obligations	16	21	28	21	-
130-1114-524.54-01	Books/Pubs/Subscrs/Membs	-	10	-	1,000	1,205
130-1114-524.54-02	Books/Pubs/Subscrs/Membs	-	642	-	4,800	2,300
130-1114-524.54-03	Books/Pubs/Subscrs/Membs	-	-	-	4,400	8,000
130-1114-524.55-00	Training	-	-	-	-	2,500
Total Expenditure		\$ 16	\$ 673	\$ 28	\$ 14,221	\$ 18,005

Building Inspection Fund

Revenue and Expenditures

Account	Description	2020 Actual	2021 Actual	2022 Actual	2023 Budget	2024 Proposed Budget
Revenue						
135-0000-322.01-00	Build Inspection Permit	1,147,211	2,362,501	1,668,614	2,292,853	901,910
135-0000-322.02-00	Plumbing Inspect Permit	55,255	89,732	40,145	54,932	47,380
135-0000-322.03-00	Electric Inspect Permit	61,427	97,668	45,470	46,532	35,040
135-0000-322.04-00	Mechanical Inspect Permit	40,224	52,579	78,925	82,152	53,454
135-0000-322.06-00	Application Fees	515,481	1,047,156	782,468	1,016,473	474,234
135-0000-329.01-00	Other License & Miscellaneous	7,060	4,570	6,920	7,937	8,374
135-0000-329.01-01	Other License & Miscellaneous	22,050	41,490	16,162	20,398	29,066
135-0000-329.01-02	Other License & Miscellaneous	60	-	-	-	-
135-0000-331.30-00	Federal Grants	-	11,409	-	-	-
135-0000-361.10-00	Interest	93,559	84,527	118,577	-	333,367
135-0000-361.30-00	Interest	39,607	(81,060)	(330,130)	-	226,582
135-0000-361.40-00	Interest	18,552	9,931	(12,830)	-	(26,431)
135-0000-369.41-00	Reim Claims & Exp	35,669	39,681	46,019	45,000	34,000
135-0000-369.90-00	Misc Rev	13,016	(7,378)	(12,319)	-	-
135-0000-383.20-00	Capital Lease Rev	-	-	10,595	-	-
Total Revenue		\$ 2,049,171	\$ 3,752,806	\$ 2,458,616	\$ 3,566,277	\$ 2,116,976
Expenditure						
135-1114-524.12-00	Regular Salaries & Wages	598,517	628,827	669,100	844,173	904,823
135-1114-524.12-02	Regular Salaries & Wages	20,535	14,195	5,915	26,380	20,010
135-1114-524.12-06	Regular Salaries & Wages	873	1,164	2,284	2,628	2,664
135-1114-524.14-00	Overtime	3,768	5,676	5,813	7,000	3,080
135-1114-524.21-00	FICA/Medicare Taxes	45,761	47,415	48,614	67,585	71,454
135-1114-524.22-01	Retirement Contributions	63,382	73,232	81,491	107,452	164,010
135-1114-524.23-00	Medical Insurance	104,519	86,607	115,047	171,117	186,364
135-1114-524.23-02	Medical Insurance	4,092	3,919	3,895	5,579	5,956
135-1114-524.24-00	Worker's Compensation	9,786	11,413	9,195	6,872	16,401
135-1114-524.31-00	Professional Services	-	28,728	12,439	3,000	3,000
135-1114-524.34-00	Other Contractual Service	166,154	320,668	220,162	250,000	260,278
135-1114-524.34-12	Other Contractual Service	114,295	105,129	135,107	177,553	157,543
135-1114-524.40-00	Travel & Per Diem	-	667	767	-	-
135-1114-524.41-00	Communications Services	6,851	6,688	7,412	7,762	7,762
135-1114-524.42-00	Postage & Transportation	1,076	102	71	1,200	1,200
135-1114-524.44-00	Rentals & Leases	8,089	19,354	4,135	30,913	713
135-1114-524.44-10	Rentals & Leases/gasb 87	-	-	6,606	-	-
135-1114-524.45-01	Insurance	3,988	3,141	6,159	7,748	5,208
135-1114-524.45-02	Insurance	1,975	2,628	3,399	3,301	3,712
135-1114-524.46-00	Repair & Maintenance Services	26,265	31,143	30,198	49,024	61,494
135-1114-524.47-00	Printing & Binding	529	837	903	1,608	1,608
135-1114-524.48-00	Promotional	-	-	-	1,500	1,500
135-1114-524.49-00	Other Charges/Obligations	71,797	127,157	130,558	55,500	55,500
135-1114-524.51-00	Office Supplies	2,168	3,554	3,980	5,000	5,000
135-1114-524.52-00	Operating Supplies	1,593	19,280	6,836	8,000	8,000
135-1114-524.52-01	Operating Supplies	7,031	9,661	14,259	13,342	13,342
135-1114-524.52-05	Operating Supplies	3,061	3,544	3,763	5,500	5,500
135-1114-524.54-01	Books/Pubs/Subscrs/Membs	710	687	1,008	-	-
135-1114-524.54-02	Books/Pubs/Subscrs/Membs	378	588	4,994	-	-
135-1114-524.54-03	Books/Pubs/Subscrs/Membs	4,338	2,449	988	-	-
135-1114-524.64-00	Machinery & Equipment	-	40,688	47,913	37,000	-
135-1114-524.71-01	Lease Payment/GASB87	-	-	3,748	-	-
135-1114-524.72-01	Int Payment/GASB87	-	-	241	-	-
135-7979-590.99-90	Additions to Reserves	-	-	(16,235)	1,669,540	150,854
Total Expenditure		\$ 1,271,531	\$ 1,599,141	\$ 1,570,765	\$ 3,566,277	\$ 2,116,976

3rd Generation Fund

Revenue and Expenditures

Account	Description	2020 Actual	2021 Actual	2022 Actual	2023 Budget	2024 Proposed Budget
Revenue						
138-0000-312.62-00	3rd Generation Sales Tax	3,570,169	-	332,463	-	-
138-0000-312.63-00	3rd Generation Sales Tax	-	4,010,184	4,727,820	3,878,944	5,025,999
138-0000-343.90-00	Grant	50	2,923	7,006	-	-
138-0000-361.10-00	Interest	178,293	116,833	145,168	-	450,396
138-0000-361.30-00	Interest-Unrealized Gain (Loss)	75,597	(111,757)	(403,822)	-	308,779
138-0000-361.40-00	Interest - Realized Gain (Loss)	35,459	14,044	(15,668)	-	(2,946)
138-0000-389.98-00	Use of Fund Balance	-	-	-	2,811,060	-
Total Revenue		\$ 3,859,568	\$ 4,032,227	\$ 4,792,967	\$ 6,690,004	\$ 5,782,228
Expenditure						
138-4047-541.31-00	Professional Services	5,510	-	-	50,000	-
138-4047-541.46-08	Repairs & Maint	798,574	985,360	795,400	600,000	250,000
138-4047-541.49-00	Other Charges/Obligations	13,473	11,012	11,454	12,000	12,000
138-4047-541.63-00	Improv Other Than Bldgs	-	5,967	-	-	-
138-4047-541.63-01	Road Improvements	-	127,254	-	3,100,000	3,725,000
138-4047-541.63-07	New Construction	-	-	8,500	-	150,000
138-4047-541.63-84	Traffic Calming	-	-	-	80,000	100,000
138-4047-541.63-86	Sidewalks	173,548	304,395	3,865	825,000	480,000
138-4047-541.63-87	Circulation Improvements	(5,510)	-	-	-	550,000
138-4047-541.63-90	Improve Other Than Building	140,387	885,614	2,283,738	300,000	-
138-7979-581.91-20	Transfer from Capital Proj Fund	4,000,000	-	-	-	-
138-7979-590.99-90	Additions to Reserves	-	-	332,463	1,723,004	515,228
Total Expenditure		\$ 5,125,982	\$ 2,319,602	\$ 3,435,420	\$ 6,690,004	\$ 5,782,228

Cemetery Fund

Revenue and Expenditures

Account	Description	2020 Actual	2021 Actual	2022 Actual	2023 Budget	2024 Proposed Budget
Revenue						
630-0000-343.80-01	Cemetery Fees	30,600	35,550	21,550	35,100	20,000
630-0000-361.10-00	Interest	1,349	700	949	-	2,813
630-0000-361.30-00	Interest - Unrealized	671	(653)	(2,610)	-	1,670
630-0000-361.40-00	Interest - Realized	235	84	(102)	-	(110)
630-0000-364.10-00	Disposition of Assets	35,850	57,925	69,100	39,570	50,050
630-0000-381.10-00	Transfer from General Fund	25,000	26,374	111,859	62,000	59,253
Total Revenue		\$ 93,705	\$ 119,980	\$ 200,746	\$ 136,670	\$ 133,676
Expenditure						
630-5508-572.31-00	Professional Services	85	595	170	3,000	3,195
630-5508-572.41-00	Communications Services	-	108	433	433	461
630-5508-572.43-00	Utility Services	6,683	7,622	4,254	8,500	9,052
630-5508-572.45-01	Insurance	892	785	813	1,095	939
630-5508-572.46-00	Repair & Maintenance Services	116,738	111,439	129,780	113,442	114,779
630-5508-572.49-00	Other Charges/Obligations	103	69	79	200	200
630-5508-572.52-00	Operating Supplies	-	74	-	10,000	5,050
Total Expenditure		\$ 124,501	\$ 120,692	\$ 135,529	\$ 136,670	\$ 133,676

Public Art Commission Fund

Revenue and Expenditures

Account	Description	2020 Actual	2021 Actual	2022 Actual	2023 Budget	2024 Proposed Budget
Revenue						
142-0000-381.60-00	Transfer from General Fund	-	-	-	112,000	120,000
	Total Revenue	\$ -	\$ -	\$ -	\$ 112,000	\$ 120,000
Expenditure						
142-0102-579.31-00	Professional Services	-	-	-	112,000	120,000
	Total Expenditure	\$ -	\$ -	\$ -	\$ 112,000	\$ 120,000

9th Cent Fuel Tax Fund

Revenue and Expenditures

Account	Description	2020 Actual	2021 Actual	2022 Actual	2023 Budget	2024 Proposed Budget
Revenue						
139-0000-335.12-00	State Shared Revenues	-	-	-	-	573,750
	Total Revenue	\$ -	\$ -	\$ -	\$ -	573,750
Expenditure						
139-4047-541.63-00	Improve Other Than Building	-	-	-	-	573,750
	Total Expenditure	\$ -	\$ -	\$ -	\$ -	573,750

LIHWAP Fund

Revenue and Expenditures

Account	Description	2020 Actual	2021 Actual	2022 Actual	2023 Budget	2024 Proposed Budget
Revenue						
147-0000-331.59-01	Low Income Home Water Assistance Program	-	-	-	-	21,200
	Total Revenue	\$ -	\$ -	\$ -	\$ -	21,200
Expenditure						
147-1104-564.12-00	Regular Salaries & Wages	-	-	-	-	798
147-1104-564.12-02	Regular Salaries & Wages	-	-	-	-	3
147-1104-564.21-00	FICA/Medicare Taxes	-	-	-	-	62
147-1104-564.22-01	Retirement Contributions	-	-	-	-	113
147-1104-564.23-00	Medical Insurance	-	-	-	-	219
147-1104-564.23-02	Medical Insurance	-	-	-	-	5
147-1104-564.24-00	Worker's Compensation	-	-	-	-	2
147-1104-564.31-00	Public Assistance/Professional Services	-	-	383	-	-
147-1104-564.40-00	Regular Salaries & Wages	-	-	-	-	200
147-1104-564.41-00	Communication Services	-	-	-	-	75
147-1104-564.42-00	Postage & Transportation	-	-	-	-	300
147-1104-564.44-00	Rentals & Leases	-	-	-	-	1,935
147-1104-564.51-00	Office Supplies	-	-	-	-	500
147-1104-564.52-00	Operating Supplies	-	-	-	-	500
147-1104-564.86-00	Benefits for LIHWAP	-	-	-	-	16,488
	Total Expenditure	\$ -	\$ -	383 \$	\$ -	21,200

COMPONENT AND DEBT SERVICE FUNDS

- **COMPONENT AND DEBT SERVICE FUNDS SCHEDULE**
- **CRA DOWNTOWN FUND**
- **DEBT SERVICE FUND**
- **LONG TERM DEBT**
- **LEASES**
- **PLEDGE REVENUE COVERAGE**



CITY OF
SANFORD
FLORIDA

Component and Debt Service Funds

Revenue and Expenditures

	<i>Debt Service</i>	<i>Component Fund</i>
	<i>General and Public Safety</i>	<i>CRA Downtown</i>
<i>Revenues</i>		
Taxes		
Property (Ad Valorem)	\$ -	\$ 1,354,334
Intergovernmental	-	901,367
Other Revenues	-	122,487
<i>Total Revenues</i>	-	2,378,188
Transfers In	2,178,023	-
<i>Total Revenues and Other Sources</i>	2,178,023	2,378,188
Total Revenues, Transfers, and Balances	\$ 2,178,023	\$ 2,378,188
<i>Expenditures</i>		
Public Safety	2,178,023	-
Economic Environment	-	2,378,188
<i>Total Expenditures</i>	2,178,023	2,378,188
<i>Total Expenditures and Other Uses</i>	2,178,023	2,378,188
Total Appropriations and Reserves	\$ 2,178,023	\$ 2,378,188

CRA Downtown Fund

Revenue and Expenditures

Account	Description	2020 Actual	2021 Actual	2022 Actual	2023 Budget	2024 Proposed Budget
Revenue						
	Ad Valorem - Current	\$ 837,152	\$ 875,752	\$ 948,000	\$ 1,129,622	\$ 1,354,334
	Ad Valorem - Delinquent	-	-	636	-	-
	Ad Valorem - Sem County Portion	584,827	591,277	653,512	751,812	901,367
	Ad Valorem - Penalty	-	-	115	-	-
	Interest	17,238	14,593	16,719	-	75,569
	Interest - Unrealized Gain (Loss)	7,690	(14,112)	(45,982)	-	52,882
	Interest - Realized Gain (Loss)	4,620	1,499	(1,809)	-	(5,964)
	Miscellaneous Revenue	-	142,304	-	-	-
	Use of Reserves	-	-	-	57,000	-
	Total Revenue	\$ 1,451,527	\$ 1,611,313	\$ 1,571,191	\$ 1,938,434	\$ 2,378,188
Expenditure						
	Regular Salaries & Wages	\$ 158,891	\$ 166,855	\$ 207,498	\$ 213,849	\$ 233,737
	Overtime	5,228	4,095	4,239	5,000	7,000
	Special Pay	426	666	-	500	-
	Add Pay	302	287	230	600	240
	FICA/Medicare Taxes	12,316	12,229	15,912	17,166	18,464
	Retirement Contributions	30,869	35,511	28,459	35,573	44,964
	Medical Insurance	36,933	35,203	46,194	71,012	66,966
	Life Insurance	486	529	758	952	1,035
	Worker's Compensation	6,257	7,751	8,187	8,109	9,565
	Professional Services	39,390	12,413	8,075	10,000	10,000
	Accounting Services	-	5,000	-	5,000	5,000
	Other Contractual Services	266,033	281,879	285,877	286,240	340,640
	Travel & Per Diem	2,030	-	-	-	-
	Postage & Transportation	2	-	3	-	-
	Insurance	6,754	6,373	6,543	6,600	8,291
	Repair & Maintenance Services	11	-	-	-	-
	Promotional Activities	52,193	58,901	72,753	60,500	69,000
	Other Charges/Obligations	1,403	11,325	14,245	6,350	6,500
	Operating Supplies	19,913	-	-	-	55,000
	Books/Pubs/Subscrs/Membs	700	1,045	1,045	1,045	3,045
	Training	490	-	-	-	-
	Grants and Aids	20,669	60,000	156,449	484,411	773,214
	Transfers	725,527	725,527	725,527	725,527	725,527
	Total Expenditure	\$ 1,386,823	\$ 1,425,589	\$ 1,581,994	\$ 1,938,434	\$ 2,378,188

CRA Downtown Fund

Revenue and Expenditures

Account	Description	2020 Actual	2021 Actual	2022 Actual	2023 Budget	2024 Proposed Budget
Revenue						
156-0000-311.10-00	Ad Valorem - Current	837,152	875,752	948,000	1,129,622	1,354,334
156-0000-311.20-00	Ad Valorem - Delinquent	-	-	636	-	-
156-0000-311.30-00	Ad Valorem - Sem County Portion	584,827	591,277	653,512	751,812	901,367
156-0000-319.09-00	Ad Valorem - Penalty	-	-	115	-	-
156-0000-361.10-00	Interest	17,238	14,593	16,719	-	75,569
156-0000-361.30-00	Interest - Unrealized Gain (Loss)	7,690	(14,112)	(45,982)	-	52,882
156-0000-361.40-00	Interest - Realized Gain (Loss)	4,620	1,499	(1,809)	-	(5,964)
156-0000-369.99-00	Miscellaneous Revenue	-	142,304	-	-	-
156-0000-389.98-00	Use of Reserves	-	-	-	57,000	-
	Total Revenue	\$ 1,451,527	\$ 1,611,313	\$ 1,571,191	\$ 1,938,434	\$ 2,378,188
Expenditure						
156-0108-552.12-00	Regular Salaries & Wages	158,448	166,393	206,787	209,111	233,719
156-0108-552.12-02	Regular Salaries & Wages	443	462	511	4,738	18
156-0108-552.12-06	Regular Salaries & Wages	-	-	200	-	-
156-0108-552.14-00	Overtime	5,228	4,095	4,239	5,000	7,000
156-0108-552.15-00	Special Pay	426	666	-	500	-
156-0108-552.15-02	Add Pay	302	287	230	600	240
156-0108-552.21-00	FICA/Medicare Taxes	12,316	12,229	15,912	17,166	18,464
156-0108-552.22-01	Retirement Contributions	18,472	20,668	22,182	25,126	29,941
156-0108-552.22-02	Retirement Contributions	12,397	14,843	6,277	-	15,023
156-0108-552.22-06	Retirement Contributions	-	-	-	10,447	-
156-0108-552.23-00	Medical Insurance	36,933	35,203	46,194	71,012	66,966
156-0108-552.23-02	Life Insurance	486	529	758	952	1,035
156-0108-552.24-00	Worker's Compensation	6,257	7,751	8,187	8,109	9,565
156-0108-552.31-00	Professional Services	39,390	12,413	8,075	10,000	10,000
156-0108-552.32-00	Accounting Services	-	5,000	-	5,000	5,000
156-0108-552.34-00	Other Contractual Services	266,033	281,879	285,877	286,240	340,640
156-0108-552.40-00	Travel & Per Diem	2,030	-	-	-	-
156-0108-552.42-00	Postage & Transportation	2	-	3	-	-
156-0108-552.45-01	Insurance	6,754	6,373	6,543	6,600	8,291
156-0108-552.46-00	Repair & Maintenance Services	11	-	-	-	-
156-0108-552.48-00	Promotional Activities	52,193	58,901	72,753	60,500	69,000
156-0108-552.49-00	Other Charges/Obligations	1,403	11,325	14,245	6,350	6,500
156-0108-552.52-00	Operating Supplies	19,913	-	-	-	55,000
156-0108-552.54-01	Books/Pubs/Subscrs/Membs	1,045	1,045	1,045	1,045	1,045
156-0108-552.54-02	Books/Pubs/Subscrs/Membs	(345)	-	-	-	2,000
156-0108-552.55-00	Training	490	-	-	-	-
156-0108-552.81-00	Grants and Aids	20,669	60,000	156,449	484,411	773,214
156-7979-581.91-01	Transfers	725,527	725,527	725,527	725,527	725,527
	Total Expenditure	\$ 1,386,823	\$ 1,425,589	\$ 1,581,994	\$ 1,938,434	\$ 2,378,188

Debt Service Fund

Revenue and Expenditures

Account	Description	2020 Actual	2021 Actual	2022 Actual	2023 Budget	2024 Proposed Budget
Revenue						
201-0000-361.10-00	Interest	17,062	14,479	17,988	-	-
201-0000-361.30-00	Interest - Unrealized	6,890	(13,352)	(47,505)	-	-
201-0000-361.40-00	Interest - Realized	3,712	1,415	(1,780)	-	-
201-0000-381.01-04	Transfers - General Fund	1,731,941	1,612,000	1,681,412	1,993,966	2,178,023
Total Revenue		\$ 1,759,605	\$ 1,614,542	\$ 1,650,115	\$ 1,993,966	\$ 2,178,023
Expenditure						
201-2020-521.71-01	Police Vehicle Lease	302,701	395,992	421,310	799,614	933,619
201-2020-521.72-01	Police Vehicle Lease	15,877	16,618	16,748	25,577	78,654
201-7979-517.71-15	PSC Revenue Bonds Prin	875,000	905,000	930,000	965,000	315,000
201-7979-517.72-15	PSC Revenue Bonds Int	293,194	263,413	234,000	203,775	850,750
201-7979-590.49-00	Other Charges/Obligations	-	1,319	1,396	-	-
Total Expenditure		\$ 1,486,772	\$ 1,582,342	\$ 1,603,454	\$ 1,993,966	\$ 2,178,023

Long Term Debt

Governmental Activities Special Facilities Revenue Note

On April 2, 2012, the City issued \$15,050,000 of Sales Tax Refunding Revenue Note, Series 2012 for the purpose of refunding all of the City's outstanding Sales Tax Revenue Note, Series 2008, which were issued for the construction of a public safety complex to include a fire, police, and Emergency Operations Center (EOC). The note bears interest at 3.25%, payable semiannually on April 1 and October 1. Principal payments are due and payable on October 1 of each fiscal year beginning October 1, 2012 through October 1, 2028. The refunding was undertaken to reduce the total debt service payments over the remaining life of the 2008 note (15 years at the time of refunding) by \$1,870,189 and resulted in an economic gain of \$1,212,878. The Sales Tax Refunding Revenue Note will mature as follows:

Fiscal Year Ending September 30,	Sales Tax Revenue Note, Series 2012		Total Debt Service
	Principal	Interest	
2023	\$ 965,000	\$ 203,775	\$ 1,168,775
2024	995,000	172,413	1,167,413
2025	1,025,000	140,075	1,165,075
2026	1,060,000	106,763	1,166,763
2027	1,095,000	72,313	1,167,313
2028	1,130,000	36,725	1,166,725
	<u>\$ 6,270,000</u>	<u>\$ 732,064</u>	<u>\$ 7,002,064</u>

Long Term Debt

Water and Sewer Fund Revenue Bonds and Notes

On April 28, 2010, the City issued a Water and Sewer Revenue Note, Series 2010, in the amount of \$14,720,000 for the purpose of refunding all of the City's outstanding Water and Sewer Revenue Bonds, Series 1993, to finance \$1,000,000 in capital improvements to the system, and to pay for financing costs of the issuance of the Series 2010 Note. The note bears interest at 3.87%, payable semiannually on April 1 and October 1. Principal payments are due and payable on October 1 of each fiscal year beginning October 1, 2015 through October 1, 2022.

On September 25, 2003, the City issued Water and Sewer Refunding Revenue Bonds, Series 2003, in the amount of \$12,450,000 for the purpose of refunding all of the City's outstanding Water and Sewer Revenue Bonds, Series 1992, and a portion of the City's outstanding Water and Sewer Revenue Bonds, Series 1993, and financing costs of issuance of the Series 2003 Bonds. The bonds bear interest of 2.00-4.00%, payable semiannually on April 1 and October 1. The final principal payment is payable on October 1, 2014.

(1) Pledge of Revenues - The Series 2003 and 2010 Bonds are payable solely from and collateralized by, the net revenues derived from the:

a. Operations of the System.

b. Water and Sewer System Development Charges - The growth fees and charges levied upon, and collected from, property owners when they first connect to the Water and Sewer System and until released, as provided for in the bond resolution.

(2) Establishment of Various Accounts - The Water and Sewer Bond Resolution provides for the creation and establishment of the following funds and accounts:

a. Revenue Account - To deposit all gross revenues and provide for payment of costs of operation and maintenance of the System.

b. Bond Sinking Fund:

- Interest Account - To deposit monthly from the Revenue Account one-sixth (1/6) of all interest coming due on the next interest payment date.

Long Term Debt

- Principal Account - To deposit monthly from the Revenue Account one-twelfth (1/12) of the principal amount, which will become due on such annual maturity date.
 - c. Renewal, Replacement and Improvement Account - To deposit monthly from the Revenue Account an amount equal to one-twelfth (1/12) of five percent (5%) of the gross revenues received during the immediately preceding fiscal year until the amount on deposit equals or exceeds \$200,000.
- (3) Rate Covenants - The City has covenanted that it will collect rates and charges sufficient to cover either of two debt service coverage options. One debt service coverage option is for revenues, including all earnings and connection fees, to cover the costs of operation and maintenance, exclusive of depreciation, plus 110% of the bond service requirement. The second option is to achieve 105% of the bond debt service requirement, under the prior calculation, plus have sufficient revenues and water and sewer development charges to achieve 120% of the bond debt service requirement.
- (4) Water and Sewer Fund Bonds Issued and Annual Debt Service Requirements - The bonds were paid off on September 30, 2022.

Long Term Debt

Bonds, Notes and Loans Payable

The City has revenue bonds and notes outstanding at September 30, 2022. The revenue notes and bonds under governmental activities are secured by several pledged revenue sources. The following is a summary schedule of these long-term obligations of the City and their impact on those present and future pledged revenue sources:

	Purpose of Issue	Revenue Pledged	Amount Issued
Governmental Activities			
Revenue Notes:			
Sales Tax Note, Series 2012	Public safety complex	Sales tax revenues	\$ 15,050,000
Capital Leases:			
City National	Police vehicles	N/A	301,310
City National	Police vehicles	N/A	184,725
U.S. Bancorp Government	Police vehicles	N/A	481,457
U.S. Bancorp Government	Police vehicles	N/A	745,000
Truist	Police vehicles	N/A	824,000
Total Governmental Activities:			<u>\$ 17,586,492</u>
Business-type Activities			
Water/Sewer Utility Debt:			
Revenue Bonds:			
Revenue Note:			
Series 2010	Refunding	Net revenue of water and sewer system/ water and sewer development charges	\$ 14,720,000
State Revolving Fund Loans:			
CS120586220	Wastewater pollution control facilities	Net revenues of water and sewer system	7,403,173
WW586250	Sanford south water resource center, Phase I	Net revenues of water and sewer system	19,367,124
DW5906010	Drinking water system improvements	Net revenues of water and sewer system	6,599,510
WW590100	Sewer Restoration of underground pipe and	Net revenues of water and sewer system	2,622,385
WW590101	Sewer Restoration of underground pipe and	Net revenues of water and sewer system	205,020
DW590110	Drinking water system improvements	Net revenues of water and sewer system	455,247
DW590120	AMR Water Replacement and pre-chlorinated	Net revenues of water and sewer system	12,887,771
DW590130	Water Treatment facility rehabilitation	Net revenues of water and sewer system	986,973
DW590131	Biological nutrient removal improvements	Net revenues of water and sewer system	18,189,734
WW590150	Water Treatment facility construction	Net revenues of water and sewer system	9,646,823
WW590191	Drinking Water facility construction	Net revenues of water and sewer system	511,323
WW590192	Drinking Water facility construction	Net revenues of water and sewer system	7,124,570
Total Water/Sewer Utility Debt			<u>100,719,653</u>
Stormwater Utility Debt:			
State Revolving Fund Loans:			
SWG12058624P	Stormwater management	Net revenue of the stormwater system	4,623,557
SW586260	Stormwater management	Net revenue of the stormwater system	2,612,309
SW586261	Stormwater management	Net revenue of the stormwater system	452,818
SW290140	Stormwater management	Net revenue of the stormwater system	509,302
SW590141	Stormwater management	Net revenue of the stormwater system	4,854,629
Total Stormwater Utility Debt			<u>13,052,615</u>
Total Business-type Activities:			<u>\$ 113,772,268</u>

Long Term Debt

Bonds, Notes and Loans Payable

	Amount O/S and/or Pledged	Interest Rate	Debt Service as Portion of Revenue Pledged	Total Debt Service Paid	Annual Pledged Revenues
Governmental Activities:					
Revenue Notes:					
Sales Tax Note, Series 2012	\$ 6,270,000	3.25%	23.52%	\$ 1,164,000	\$ 4,949,079
Capital Leases:					
City National	-	2.700%	N/A	19,790	N/A
City National	36,260	2.850%	N/A	49,040	N/A
U.S. Bancorp Government	185,050	1.990%	N/A	125,528	N/A
Truist	469,037	0.980%	N/A	190,152	N/A
Truist	774,263	1.850%	N/A	53,548	N/A
Total Governmental Activities:	<u>\$ 7,734,610</u>			<u>\$ 1,602,058</u>	
Business-type Activities:					
Water/Sewer Utility Debt:					
Revenue Bonds:					
Revenue Note:					
Series 2010	\$ -	3.87%	7.91%	\$ 1,052,271	\$ 13,309,894
State Revolving Fund Loans:					
CS120586220	146,741	3.34% - 3.55%	3.20%	298,384	6,899,105
WW586250	5,149,589	2.42% - 2.48%	13.04%	1,215,000	6,899,105
DW5906010	213,056	3.55%	4.65%	433,675	6,899,105
WW590100	1,281,808	2.65%	1.82%	169,415	6,899,105
WW590101	98,426	2.28%	0.14%	12,804	6,899,105
DW590110	224,786	2.71%	0.32%	29,786	6,899,105
DW590120	6,654,035	1.98% - 2.66%	7.75%	722,314	6,899,105
WW590130	782,445	2.63% - 2.87%	0.71%	65,897	6,899,105
WW590131	13,837,107	2.16%	12.79%	1,191,427	6,899,105
WW590150	8,603,927	.58% - 1.09%	6.12%	566,711	6,899,105
WW590191	456,835	1.04%	0.00%	59,544	6,899,105
WW590192	7,124,570	0.05%	0.00%	-	6,899,105
Total Water/Sewer Utility Debt	<u>44,573,325</u>			<u>5,817,228</u>	
Stormwater Utility Debt:					
State Revolving Fund Loans:					
SWG12058624P	1,414,491	2.52%-2.90%	8.17%	304,590	3,614,463
SW586260	1,286,893	2.80%	4.59%	171,182	3,614,463
SW586261	227,798	2.28%	0.75%	28,140	3,614,463
SW590140	326,328	2.63%	0.75%	28,014	3,614,463
SW590141	4,150,405	1.05%-1.18%	7.44%	277,380	3,614,463
Total Stormwater Utility Debt	<u>7,405,915</u>			<u>809,306</u>	
Total Business-type Activities:	<u>\$ 51,979,240</u>			<u>\$ 6,626,534</u>	

Long Term Debt

Enterprise Funds – Loans Payable

Enterprise Funds loans payable at September 30, 2021 are as follows:

Primary Government: Stormwater:

State Revolving Fund Loan SWG12058624P payable, \$4,623,557 authorized, \$4,623,557 drawn for planning and design for downtown drainage study, payable in 40 equal semiannual installments, including interest at 2.9% on \$899,354, 2.81% on \$2,199,972, and 2.52% on \$1,524,231, on July 15 and January 15 of each year.

State Revolving Fund Loan SW586260 payable, \$2,612,309 authorized, \$2,612,309 drawn for planning and design for downtown drainage, payable in 40 equal semiannual installments, including interest at 2.8%, on October 15 and April 15 of each year.

State Revolving Fund Loan SW586261 payable, \$452,818 authorized, \$452,818 drawn for planning and design for downtown drainage, payable in 40 equal semiannual installments, including interest at 2.28%, on June 15 and December 15 of each year.

State Revolving Fund Loan SW590140 payable, \$509,302 authorized, \$509,302 drawn for planning and design for drainage, payable in 40 equal semiannual installments, including interest at 2.63%, on February 15 and August 15 of each year.

State Revolving Fund Loan SW590141 payable, \$5,847,753 authorized, \$4,854,629 drawn for planning and design for drainage, payable in 40 equal semiannual installments, including interest at 1.18% on \$4,554,300, 1.05% on \$1,293,453 on November 15 and May 15 of each year.

State Revolving Fund Loans:	
SWG12058624P	\$ 1,414,491
SW586260	1,286,893
SW586261	227,798
SW590140	326,328
SW590141	4,150,405
Total Stormwater Utility Debt	<u><u>\$ 7,405,915</u></u>

Long Term Debt

Enterprise Funds – Loans Payable

Primary Government: Water and Sewer:

State Revolving Fund Loan CS120586220 payable, \$7,403,173 authorized, \$7,403,173 drawn for collection, transmission and treatment facilities, payable in 40 equal semiannual installments, including interest at 1.67%, on October 15 and April 15 of each year.

State Revolving Fund Loan WW586250 payable, \$19,367,124 authorized, \$19,367,124 drawn for construction of wastewater pollution control facilities of South Water Resource Center, payable in 40 semiannual installments, including interest at 2.42% on \$18,520,336 and 2.48% on \$982,324, on February 15 and August 15 of each year.

State Revolving Fund Loan DW5906010 payable, \$6,599,510 authorized, \$6,599,510 drawn for drinking water extension, payable in 40 equal semiannual installments, including interest at 3.55%, on December 15 and June 15 of each year.

State Revolving Fund Loan WW590100 payable, \$2,622,385 authorized, \$2,622,385 drawn for sewer restoration of underground pipe and manhole rehabilitation payable in 40 semiannual installments, including interest at 2.65% on December 15 and June 15 of each year.

State Revolving Fund Loan WW590101 payable, \$205,020 authorized, \$205,020 drawn for restoration of underground pipe and manhole rehabilitation, payable in 40 equal semiannual installments, including interest at 2.28%, on June 15 and December 15 of each year.

State Revolving Fund Loan DW590110 payable, \$455,247 authorized, \$455,247 drawn for pre-chlorinated water pipe bursting, payable in 40 equal semiannual installments, including interest at 2.71%, on March 15 and September 15 of each year.

State Revolving Fund Loan DW590120 payable, \$17,105,683 authorized, \$12,887,771 drawn for meter replacements and pre-chlorinated water pipe bursting auxiliary plant looping, payable in 40 equal semiannual installments, including interest at 1.98% to 2.66%, on February 15 and August 15 of each year.

Long Term Debt

Enterprise Funds – Loans Payable

State Revolving Fund Loan WW590130 payable, \$986,973 authorized, \$986,973 drawn for construction of wastewater transmission, collection, reuse, and treatment facilities, payable in 40 equal semiannual installments, including interest at 2.63% to 2.87%, on April 15 and October 15 of each year.

State Revolving Fund Loan WW590131 payable, \$18,488,166 authorized, \$18,189,734 drawn for construction of biological nutrient removal improvements, payable in 40 equal semiannual installments, including interest at 2.28%, on April 15 and October 15 of each year.

State Revolving Fund Loan WW590150 payable, \$10,401,065 authorized, \$9,646,823 drawn for construction of wastewater pollution control facilities, payable in 40 equal semiannual installments, including interest at .545% to 1.09%, on May 15 and November 15 of each year.

State Revolving Fund Loan WW590191 payable, \$587,650 authorized, \$511,322 drawn for construction of treatment plant facilities, payable in 20 equal semiannual installments, including interest at 1.04%, on February 15 and August 15 of each year.

State Revolving Fund Loan WW590192 payable, \$12,421,000 authorized, \$7,124,570 drawn for construction of treatment plant facilities, payable in 20 equal semiannual installments, including interest at .05% on February 15 and August 15 of each year.

State Revolving Fund Loans:	
CS120586220	\$ 146,741
WW586250	5,149,589
DW5906010	213,056
WW590100	1,281,808
WW590101	98,426
DW590110	224,786
DW590120	6,654,035
WW590130	782,445
WW590131	13,837,107
WW590150	8,603,927
WW590191	456,835
WW590192	7,124,570
Total Stormwater Utility Debt	\$ 44,573,325

Long Term Debt

Enterprise Funds – Loans Payable

Required principal and interest deposits for State Revolving Fund (SRF) loans are presented as part of restricted assets for debt service on the statement of net position. SRF loan payments for the first years are based upon the full loan amount available, not the monies actually drawn to date. After completion of the project, a final loan dollar amount is established and a final loan payment/amortization schedule is established. Maturity schedules for those loans which have final loan payment/amortization schedules are as follows (loans DW590131, WW590150, WW590191 and WW590192 are not closed out and do not have a final loan payment/amortization schedule at September 30, 2022):

Fiscal Year Ending September 30,	SRF SWG12058624P		
	Principal	Interest	Total
2023	\$ 267,752	\$ 36,825	\$ 304,577
2024	275,116	29,462	304,578
2025	282,682	21,895	304,577
2026	290,457	14,120	304,577
2027	298,484	6,093	304,577
	<u>\$ 1,414,491</u>	<u>\$ 108,395</u>	<u>\$ 1,522,886</u>

Fiscal Year Ending September 30,	SRF Loan SW586260		
	Principal	Interest	Total
2023	\$ 136,095	\$ 35,087	\$ 171,182
2024	139,932	31,250	171,182
2025	143,878	27,304	171,182
2026	147,935	23,247	171,182
2027	152,106	19,076	171,182
2028-2031	566,947	32,190	599,137
	<u>\$ 1,286,893</u>	<u>\$ 168,154</u>	<u>\$ 1,455,047</u>

Fiscal Year Ending September 30,	SRF Loan SW586261		
	Principal	Interest	Total
2023	\$ 23,077	\$ 5,063	\$ 28,140
2024	23,606	4,534	28,140
2025	24,147	3,993	28,140
2026	24,701	3,439	28,140
2027	25,268	2,872	28,140
2028-2031	106,999	5,562	112,561
	<u>\$ 227,798</u>	<u>\$ 25,463</u>	<u>\$ 253,261</u>

Long Term Debt

Enterprise Funds – Loans Payable

Fiscal Year Ending September 30,	SRF Loan DW590140		
	Principal	Interest	Total
2023	\$ 19,563	\$ 8,456	\$ 28,019
2024	20,081	7,938	28,019
2025	20,613	7,406	28,019
2026	21,158	6,861	28,019
2027	21,718	6,301	28,019
2028-2032	117,527	22,569	140,096
2033-2036	105,668	6,412	112,080
	<u>\$ 326,328</u>	<u>\$ 65,943</u>	<u>\$ 392,271</u>

Fiscal Year Ending September 30,	SRF Loan DW590141		
	Principal	Interest	Total
2023	\$ 229,405	\$ 47,975	\$ 277,380
2024	232,102	45,278	277,380
2025	234,830	42,550	277,380
2026	237,590	39,790	277,380
2027	240,383	36,997	277,380
2028-2032	1,244,970	141,930	1,386,900
2033-2037	1,319,883	67,017	1,386,900
2038-2039	411,242	4,829	416,071
	<u>\$ 4,150,405</u>	<u>\$ 426,366</u>	<u>\$ 4,576,771</u>

Fiscal Year Ending September 30,	SRF Loan CS120586220		
	Principal	Interest	Total
2023	\$ 146,741	\$ 2,451	\$ 149,192
	<u>\$ 146,741</u>	<u>\$ 2,451</u>	<u>\$ 149,192</u>

Fiscal Year Ending September 30,	SRF Loan WW586250		
	Principal	Interest	Total
2023	\$ 1,096,472	\$ 118,528	\$ 1,215,000
2024	1,123,281	91,719	1,215,000
2025	1,150,746	64,254	1,215,000
2026	1,178,883	36,117	1,215,000
2027	600,207	7,293	607,500
	<u>\$ 5,149,589</u>	<u>\$ 317,911</u>	<u>\$ 5,467,500</u>

Long Term Debt

Enterprise Funds – Loans Payable

Fiscal Year Ending September 30, 2023	SRF Loan DW590601		
	Principal	Interest	Total
	\$ 213,056	\$ 3,781	\$ 216,837
	<u>\$ 213,056</u>	<u>\$ 3,781</u>	<u>\$ 216,837</u>

Fiscal Year Ending September 30,	SRF Loan WW590100		
	Principal	Interest	Total
2023	\$ 136,344	\$ 33,071	\$ 169,415
2024	139,981	29,434	169,415
2025	143,715	25,700	169,415
2026	147,549	21,866	169,415
2027	151,485	17,930	169,415
2028-2031	562,734	30,217	592,951
	<u>\$ 1,281,808</u>	<u>\$ 158,218</u>	<u>\$ 1,440,026</u>

Fiscal Year Ending September 30,	SRF Loan WW590101		
	Principal	Interest	Total
2023	\$ 10,620	\$ 2,184	\$ 12,804
2024	10,863	1,941	12,804
2025	11,112	1,692	12,804
2026	11,367	1,437	12,804
2027	11,628	1,176	12,804
2028-2031	42,836	1,975	44,811
	<u>\$ 98,426</u>	<u>\$ 10,405</u>	<u>\$ 108,831</u>

Fiscal Year Ending September 30,	SRF Loan DW590110		
	Principal	Interest	Total
2023	\$ 23,855	\$ 5,931	\$ 29,786
2024	24,506	5,280	29,786
2025	25,174	4,612	29,786
2026	25,861	3,925	29,786
2027	26,567	3,219	29,786
2028-2031	98,823	5,428	104,251
	<u>\$ 224,786</u>	<u>\$ 28,395</u>	<u>\$ 253,181</u>

Long Term Debt

Enterprise Funds – Loans Payable

Fiscal Year Ending	SRF Loan DW590120		
September 30,	Principal	Interest	Total
2023	\$ 561,926	\$ 162,106	\$ 724,032
2024	575,990	148,042	724,032
2025	590,408	133,624	724,032
2026	605,187	118,845	724,032
2027	620,338	103,694	724,032
2028-2032	3,342,619	277,542	3,620,161
2033	357,567	4,451	362,018
	<u>\$ 6,654,035</u>	<u>\$ 948,304</u>	<u>\$ 7,602,339</u>

Fiscal Year Ending	SRF Loan DW590130		
September 30,	Principal	Interest	Total
2023	\$ 44,114	\$ 22,142	\$ 66,256
2024	45,389	20,867	66,256
2025	46,701	19,555	66,256
2026	48,051	18,205	66,256
2027	49,440	16,816	66,256
2028-2032	269,482	61,798	331,280
2033-2037	279,268	20,549	299,817
	<u>\$ 782,445</u>	<u>\$ 179,932</u>	<u>\$ 962,377</u>

Capital Leases

The City has entered into several leases detailed below that qualifies as a capital lease for accounting purposes and, therefore, has been recorded at the present value of the future minimum lease payments as of the inception date.

On March 30, 2018 the City entered into a lease agreement with a local finance company to finance the acquisition of police vehicles. The agreement has a 4-year fixed term at 2.68% and calls for quarterly payments of \$19,790. The aggregate cost and accumulated depreciation of the governmental activities machinery & equipment asset acquired through the capital lease are \$301,310 and \$244,333, respectively, as of September 30, 2022.

On June 10, 2019 the City entered into a lease agreement with a local finance company to finance the acquisition of police vehicles. The agreement has a 4-year fixed term at 2.85% and calls for quarterly payments of \$12,260. The aggregate cost and accumulated depreciation of the governmental activities machinery & equipment asset acquired through the capital lease are \$184,725 and \$128,794, respectively, as of September 30, 2022.

On January 30, 2020 the City entered into a lease agreement with a local finance company to finance the acquisition of police vehicles. The agreement has a 4-year fixed term at 1.994% and calls for quarterly payments of \$31,382. The aggregate cost and accumulated depreciation of the governmental activities machinery & equipment asset acquired through the capital lease are \$481,457 and \$209,567, respectively, as of September 30, 2022.

On March 1, 2021 the City entered into a lease agreement with a local finance company to finance the acquisition of police vehicles. The agreement has a 4-year fixed term at .98% and calls for quarterly payments of \$47,538. The aggregate cost and accumulated depreciation of the governmental activities machinery & equipment assets acquired through the capital lease are \$745,000 and \$218,136, respectively, as of September 30, 2022.

On April 14, 2022 the City entered into a lease agreement with a local finance company to finance the acquisition of police vehicles. The agreement has a 4-year fixed term at 1.85% and calls for quarterly payments of \$53,548. The aggregate

Capital Leases

cost and accumulated depreciation of the governmental activities machinery & equipment assets acquired through the capital lease are \$715,618 and \$142,002, respectively, as of September 30, 2022.

The City also has eight property leases for equipment, land, and buildings which include copiers, a postage machine, vehicles, office space, VMware, golf carts, and two lots used for parking of which none of these will revert to the City at the close of the lease.

The building lease has a discount rate of .529% and a remaining balance of \$7,874 and will expire October 31, 2023.

The two land leases have discount rates of .743% and a remaining balance of \$52,170 and will expire June 13, 2024.

The five equipment leases have discount rates ranging from .529 to 1.425% and a cumulative balance of \$537,634 and will expire between July 23, 2024 and January 28, 2026.

The future minimum lease obligations and the net present value of these minimum lease payments as of September 30, 2022, were as follows:

Financed Leases			
Year Ending September 30,	Governmental Activities		
2023	\$	566,652	
2024		467,108	
2025		309,268	
2026		160,644	
Total minimum lease payments		1,503,672	
Less: Amount representing interest costs		(39,062)	
Present value of minimum lease payments	\$	1,464,610	
Leases			
Year Ending September 30,	Governmental Activities		Business-type Activities
2023	\$	241,683	\$ 77,794
2024		125,239	73,427
2025		46,995	59,679
2026		-	15,678
Total minimum lease payments		413,917	226,578
Less: Amount representing interest costs		(22,124)	(6,063)
Present value of minimum lease payments	\$	391,793	\$ 220,515

Ratios of Outstanding Debt by Type

Last Ten Fiscal Years

Fiscal Year	Governmental-type Activities				Business-type Activities			Total Primary Government	Sanford* Personal Income	Percentage of Personal Income	Per Capita
	Special Facilities Revenue Bonds	Public Safety Complex Revenue Bonds	CRA Bank Loan	Capital Leases	Utility System Revenue Notes	State Revolving Fund Loans	Stormwater System Revenue Bonds				
2013	-	13,680,000	440,000	1,185,616	15,788,466	33,513,261	-	64,607,343	2,272,702,597	2.8%	1,199
2014	-	12,960,000	225,000	1,192,447	14,720,000	39,807,828	-	68,905,275	2,386,109,874	2.9%	1,199
2015	-	12,215,000	-	1,170,776	12,975,000	43,601,820	-	69,962,596	2,378,761,400	2.9%	1,241
2016	-	11,445,000	-	1,057,538	11,165,000	49,356,037	-	73,023,575	2,211,604,736	3.3%	1,230
2017	-	10,650,000	-	978,584	9,280,000	52,654,250	-	73,562,834	2,585,576,817	2.8%	1,276
2018	-	9,830,000	-	798,657	7,325,000	56,344,418	-	74,298,075	2,727,351,614	2.7%	1,272
2019	-	8,980,000	-	534,157	5,295,000	55,363,430	-	70,172,587	2,954,858,907	2.4%	1,259
2020	-	8,105,000	-	712,913	3,190,000	53,887,473	-	65,895,386	3,133,326,005	2.1%	1,165
2021	-	7,200,000	-	1,061,921	1,005,000	51,678,075	-	60,944,996	3,313,015,314	1.8%	965
2022	-	6,270,000	-	391,793	-	51,979,240	-	58,641,033	3,326,890,208	1.8%	928

Sources: Population data from the Office of Economic and Demographic Research, Florida Population Estimates of Counties and Municipalities, Bureau of Economic Business Research (BEBR) @ the University of Florida. Personal income data the U.S. Department of Commerce Bureau of Economic Analysis

* Note, personal income prior to 2013 have been corrected from previous years

Debt limitation: There are no legal debt limits for Florida municipalities

Pledge Revenue Coverage

Last Ten Fiscal Years

Proprietary Funds								
Water and Sewer Revenue Bonds								
Fiscal Year	Gross Revenues (1), (5)	Water System Development Charges (7)	Operating Expenses (2)	Not Available For Debt Service	Debt Service Requirements (3)		Coverage	
					Principle	Interest		
2013	\$ 22,027,671	\$ 928,700	\$ 12,416,929	\$ 10,539,442	\$ 1,415,000	\$ 681,389		5.03
2014	22,570,956	536,916	12,509,032	10,598,840	1,470,000	624,789		5.06
2015	23,710,035	620,429	14,759,306	9,571,158	1,745,000	569,664		4.14
2016	24,522,417	833,080	14,791,336	10,564,161	1,810,000	501,945		4.57
2017	25,925,613	1,262,084	16,475,549	10,712,148	1,885,000	431,891		4.62
2018	24,069,532	3,216,696	16,139,681	11,146,547	1,955,000	416,745		4.70
2019	27,656,617	2,400,876	16,401,102	13,656,391	2,030,000	344,534		5.75
2020	27,726,796	2,586,030	16,054,248	14,258,578	2,105,000	249,052		6.06
2021	28,547,725	6,097,815	16,049,191	18,596,349	2,185,000	150,043		7.96
2022	26,244,497	5,358,518	18,293,121	13,309,894	1,005,000	47,271		12.65

Water and Sewer State Revolving Loans							
Fiscal Year	Gross Revenues (1)	Less: Operating Expenses (2)*	Net Available For Debt Service	Debt Service Requirements (4)		Coverage	
				Principle	Interest		
2012	\$ 21,108,818	\$ 14,761,882	\$ 6,346,936	\$ 1,967,848	\$ 705,047		2.37
2013	22,027,671	14,513,318	7,514,353	2,439,435	649,489		2.43
2014	22,570,956	14,603,821	7,967,135	2,381,877	597,388		2.67
2015	23,710,035	17,073,970	6,636,065	2,410,939	565,114		2.23
2016	24,522,417	17,103,281	7,419,136	2,300,903	575,379		2.58
2017	25,925,613	18,792,440	7,133,173	2,332,799	794,761		2.28
2018	24,069,532	18,511,426	5,558,106	3,414,129	458,891		1.44
2019	27,656,617	18,775,636	8,880,981	3,385,491	910,300		2.07
2020	27,726,796	18,408,300	9,318,496	3,262,030	862,914		2.26
2021	28,547,725	18,384,234	10,163,491	3,877,793	835,495		2.16

Pledge Revenue Coverage

Last Ten Fiscal Years

Proprietary Funds						
Stormwater Revenue Bonds						
Stormwater Revenues	Less: Operating Expenses (2)	Not Available For Debt Service	Debt Service Requirements (4)		Coverage	
			Principle	Interest		
\$ 4,269,917	\$ 1,686,945	\$ 2,582,972	\$ -	\$ -	-	-
4,474,837	1,641,644	2,833,193	-	-	-	-
4,774,373	1,678,762	3,095,611	-	-	-	-
5,121,169	1,746,804	3,374,365	-	-	-	-
5,451,107	1,760,504	3,690,603	-	-	-	-
5,647,313	1,863,116	3,784,197	-	-	-	-
5,784,842	1,875,154	3,909,688	-	-	-	-
5,881,675	2,153,194	3,728,481	-	-	-	-
6,113,296	1,829,048	4,284,248	-	-	-	-
5,806,916	2,192,453	3,614,463	-	-	-	-
Stormwater State Revolving Loans						
Stormwater Revenues	Less: Operating Expenses (2)	Not Available For Debt Service	Debt Service Requirements (4)		Coverage	
			Principle	Interest		
\$ 4,269,917	\$ 1,686,945	\$ 2,582,972	\$ 325,628	\$ 175,662		5.15
4,474,837	1,641,644	2,833,193	334,549	166,650		5.65
4,774,373	1,678,762	3,095,611	343,733	157,392		6.18
5,121,169	1,746,804	3,374,365	353,171	148,494		6.73
5,451,107	1,760,504	3,690,603	531,716	155,325		5.37
5,647,313	1,863,116	3,784,197	388,885	140,029		7.15
5,784,842	1,875,154	3,909,688	554,555	273,004		4.72
5,881,675	2,153,194	3,728,481	536,102	269,002		4.63
6,113,296	1,829,048	4,284,248	647,064	157,913		5.32
5,806,916	2,192,453	3,614,463	661,306	143,597		4.49

Pledge Revenue Coverage

Last Ten Fiscal Years

Sales Tax Note					
Fiscal Year	Half-Cent Sales Tax	Debt Service Requirements (4), (8)		Coverage	
		Principle	Interest		
2013	\$ 3,213,921	\$ 695,000	\$ 467,188	2.77	
2014	3,400,139	720,000	444,600	2.92	
2015	3,564,749	745,000	421,200	3.06	
2016	3,714,761	770,000	396,988	3.18	
2017	3,860,271	795,000	371,963	3.31	
2018	4,048,497	820,000	346,125	3.47	
2019	3,716,479	850,000	319,475	3.18	
2020	3,857,320	875,000	291,850	3.31	
2021	4,350,235	905,000	263,413	3.72	
2022	4,949,079	930,000	234,000	4.25	

Pledge Revenue Coverage

Last Ten Fiscal Years

CRA Note					
Fiscal Year	CRA Ad Valorem Taxes		Debt Service Requirements (4)		Coverage (6)
			Principle	Interest	
2013	\$	1,025,900	\$ 210,000	\$ 22,685	4.41
2014		1,117,433	215,000	15,397	4.85
2015		951,384	225,500	7,853	4.08
2016		-	-	-	-
2017		-	-	-	-
2018		-	-	-	-
2019		-	-	-	-
2020		-	-	-	-
2021		-	-	-	-
2022		-	-	-	-

- (1) Gross revenues from water and sewer charges for services, plus interest income and service charges.
- (2) Total operating expenses exclusive of depreciation, amortization of intangibles and non-recurring costs.
- (3) Includes principal and interest of revenue bonds only. Does not include debt defeasance transactions.
- (4) Includes principal and interest only.
- (5) Does not include pledged public service taxes which are allowable revenues to meet extended covenant requirements.
- (6) There is no provision bonds for covenant coverage.
- (7) No more than 14.00% of debt service can be paid from Water System Development Charges and no more than 30.30% of debt service can be paid from Sewer System Development Charges.



CITY OF
SANFORD
FLORIDA

INTERNAL SERVICE FUNDS

- **INTERNAL SERVICE FUNDS SCHEDULE**
- **GENERAL LIABILITY INSURANCE FUND**
- **HEALTH INSURANCE FUND**

Internal Services Fund

Revenue and Expenditures

	General Insurance	Health Insurance	Total Internal Service
Use of Net Assets	\$ 554,012	\$ 500,000	\$ 1,054,012
Revenues			
Charges for Services	\$ 3,245,308	\$ 10,340,888	\$ 13,586,196
Other Revenues	111	121,192	121,303
Total Revenues	3,245,419	10,462,080	13,707,499
<i>Total Revenues and Other Sources</i>	<i>3,245,419</i>	<i>10,462,080</i>	<i>13,707,499</i>
Total Revenues, Transfers, and Balances	\$ 3,799,431	\$ 10,962,080	\$ 14,761,511
Expenses			
Total Expenses	-	-	-
Other Uses	3,799,431	10,962,080	14,761,511
<i>Total Expenses and Other Uses</i>	<i>3,799,431</i>	<i>10,962,080</i>	<i>14,761,511</i>
Total Appropriations and Reserves	\$ 3,799,431	\$ 10,962,080	\$ 14,761,511

General Liability Insurance Fund

Revenue and Expenditures

Account	Description	2020 Actual	2021 Actual	2022 Actual	2023 Budget	2024 Proposed Budget
Revenue						
520-0000-341.20-01	Internal Service Fees	1,338,700	1,191,395	1,234,499	1,794,379	1,652,875
520-0000-341.20-02	Internal Service Fees	151,929	190,395	273,436	258,992	317,719
520-0000-341.20-04	Internal Service Fees	841,940	1,040,037	1,110,051	679,894	1,274,714
520-0000-361.10-00	Interest	68,600	54,871	71,951	-	111
520-0000-361.30-00	Interest - Unrealized Gain (Loss)	29,875	(52,180)	(199,890)	-	-
520-0000-361.40-00	Interest - Realized Gain (Loss)	13,947	6,407	(7,699)	-	-
520-0000-369.30-00	Reimbursement of Claims	208	30,806	-	-	-
520-0000-369.50-00	Reimbursement of Claims	425,281	26,801	143,073	-	-
520-0000-369.90-00	Reimbursement of Claims	6,000	-	2,582	-	-
520-0000-389.98-00	Use of Fund Balance	-	-	-	25,947	554,012
Total Revenue		\$ 2,876,480	\$ 2,488,532	\$ 2,628,003	\$ 2,759,212	\$ 3,799,431
Expenditure						
520-7979-590.12-00	Regular Salaries & Wages	76,856	67,612	44,004	72,850	72,850
520-7979-590.21-00	FICA/Medicare Taxes	5,879	5,132	3,366	7,150	7,150
520-7979-590.31-06	Other	401,425	595,157	448,458	443,423	839,663
520-7979-590.31-12	Worker's Compensation Misc Prof	56,196	74,055	60,022	89,607	126,644
520-7979-590.31-50	Professional Service/Same Year Recov	306,936	(228,692)	(317,390)	-	-
520-7979-590.45-01	Operating Liability	560,871	479,076	443,694	579,683	620,571
520-7979-590.45-02	Auto Liability	195,928	214,043	225,232	258,992	311,580
520-7979-590.45-03	Surety Bond	6,460	6,572	6,612	6,174	12,427
520-7979-590.45-04	Worker's Compensation Premium Pmt	391,299	135,105	715,974	163,477	263,322
520-7979-590.45-05	Property Liability	362,762	419,268	416,346	528,768	1,214,823
520-7979-590.45-06	AD&D	13,522	16	9,097	10,007	12,879
520-7979-590.45-07	Insurance/Sports Accident Policy	33,087	30,314	28,394	46,663	42,846
520-7979-590.45-08	W/C Quarterly Install	10,813	7,886	7,435	9,542	9,224
520-7979-590.45-09	Stop Loss Deductible	75,749	112,870	194,981	480,539	202,164
520-7979-590.45-10	Storage Tank Liability	-	-	-	6,778	-
520-7979-590.45-11	Insurance/ General Liability TPA	17,880	20,293	21,034	19,887	21,876
520-7979-590.45-12	Special Events	11,804	10,886	11,127	13,172	18,912
520-7979-590.49-00	Other Charges/Obligations	5,432	5,275	6,431	2,500	2,500
520-7979-590.49-87	Safety Incentive Program	2,652	3,715	3,306	20,000	20,000
Total Expenditure		\$ 2,535,551	\$ 1,958,583	\$ 2,328,123	\$ 2,759,212	\$ 3,799,431

Health Insurance Fund

Revenue and Expenditures

Account	Description	2020 Actual	2021 Actual	2022 Actual	2023 Budget	2024 Proposed Budget
Revenue						
530-0000-341.20-20	Internal Services Fees - City	5,702,965	4,961,808	6,405,567	8,341,876	8,308,894
530-0000-341.20-21	Internal Service Fees - Employee	1,071,604	1,070,216	1,042,256	1,049,928	1,034,088
530-0000-341.20-22	Internal Service Fees - Retirees	756,532	646,222	850,465	1,058,344	997,906
530-0000-361.10-00	Interest	77,403	61,058	61,048	10,000	10,000
530-0000-361.30-00	Interest - Unrealized	30,935	(59,796)	(178,051)	-	-
530-0000-361.40-00	Interest - Realized	15,977	7,435	(6,798)	-	-
530-0000-369.01-00	Cobra Payments	6,467	17,140	-	6,000	-
530-0000-369.02-00	Retiree Payments	116,018	117,904	129,714	113,352	105,192
530-0000-369.03-00	Active Employee Leave	65	320	325	-	-
530-0000-369.41-00	Reimbursement of Claims	7,433	-	-	6,000	6,000
530-0000-369.50-00	Miscellaneous Income	252,538	550,230	175,365	-	-
530-0000-381.42-00	TRANSFERS - STORM WATER FUND	-	-	95,898	-	-
530-0000-381.45-00	TRANSFERS - WATER/WASTEWATER	-	404,102	-	-	-
530-0000-389.98-00	ADDITIONS TO RESERVES	-	-	1	-	500,000
Total Revenue		\$ 8,037,937	\$ 7,776,639	\$ 8,575,790	\$ 10,585,500	\$ 10,962,080
Expenditure						
530-7905-562.31-00	Professional Services	364,118	360,182	344,456	396,280	396,465
530-7905-562.34-00	Other Contractual Services	243,872	247,726	227,858	249,788	241,588
530-7905-562.41-00	Communication Services	6,558	6,064	11,942	11,733	11,733
530-7905-562.42-00	Postage & Transportation	-	74	-	-	-
530-7905-562.43-00	Utility Services	2,033	1,970	2,402	2,028	2,336
530-7905-562.44-00	Rentals & Leases	2,055	1,939	1,767	2,144	1,946
530-7905-562.46-00	Repair & Maintenance Services	1,674	1,356	1,910	1,350	3,200
530-7905-562.47-00	Printing & Binding	111	131	153	-	165
530-7905-562.49-00	Other Charges/Obligations	3,534	6,873	6,825	6,825	7,348
530-7905-562.51-00	Office Supplies	-	112	577	-	600
530-7905-562.52-00	Operating Supplies	120,820	176,901	143,810	150,000	145,000
530-7979-562.12-00	Wellness Program	36,689	39,339	48,891	22,500	21,200
530-7979-562.21-00	Wellness Program	2,792	2,995	3,714	2,500	3,800
530-7979-562.23-16	Health Reimbursement/HRA	21,898	25,108	19,077	75,000	75,000
530-7979-562.23-25	Medical Insurance/Excess Risk	997,247	835,986	813,663	878,695	1,063,642
530-7979-562.23-35	Medical Insurance/Copay Reimb	16,728	8,584	47,649	36,907	38,742
530-7979-562.31-00	Professional Services	23,685	-	-	-	-
530-7979-562.31-01	Professional Services	4,092,523	7,682,686	6,196,130	8,334,500	8,534,640
530-7979-562.31-50	Professional Services-Recovery	(263,741)	(428,853)	(678,477)	-	-
530-7979-562.31-96	Professional Services	327,763	335,893	335,482	347,750	347,175
530-7979-562.46-00	Repair & Maintenance Services	11,386	10,993	11,757	-	-
530-7979-562.49-00	Other Charges/Obligations	10,099	12,157	12,854	67,500	67,500
530-7979-562.52-00	Operating Supplies	24,880	-	4,124	-	-
Total Expenditure		\$ 6,046,724	\$ 9,328,216	\$ 7,556,564	\$ 10,585,500	\$ 10,962,080

CAPITAL PROJECTS FUNDS

- **CAPITAL PROJECTS FUNDS SCHEDULE**
- **RECREATION CAPITAL FUND**
- **CAPITAL REPLACEMENT FUND**

Capital Projects Fund

Revenue and Expenditures

	<i>Equipment Replacement</i>	<i>Recreation Capital Recovery</i>	<i>Total Capital Funds</i>
Use of Fund Balance	\$ 355,791	\$ -	\$ 355,791
Revenues			
Capital Replacement Fee	\$ -	\$ 5,654	\$ 5,654
Other Revenues	-	2,179	2,179
Total Revenues	-	7,833	7,833
Transfers In	5,433,917	-	5,433,917
Debt Proceeds	1,108,985	-	1,108,985
Total Revenues and Other Sources	6,542,902	7,833	6,550,735
Total Revenues, Transfers, and Balances	\$ 6,898,693	\$ 7,833	\$ 6,906,526
Expenditures			
General Government	\$ 489,050	\$ -	\$ 489,050
Public Safety	2,618,885	-	2,618,885
Physical Environment	2,680,000	-	2,680,000
Transportation	240,000	-	240,000
Culture and Recreation	870,758	-	870,758
Total Expenditures	6,898,693	-	6,898,693
Addition to Reserve (Fund Balance)	-	7,833	7,833
Total Revenue Over/(Under) Expenditure	-	-	-
Total Appropriations and Reserves	\$ 6,898,693	\$ 7,833	\$ 6,906,526

Capital Projects Fund

Revenue and Expenditures

Account	Description	2020 Actual	2021 Actual	2022 Actual	2023 Budget	2024 Proposed Budget
Revenue						
310-0000-337.30-00	Grants From Other Lcl Unit/Sem County Interlocal	-	7,000,000	-	-	-
310-0000-337.37-00	Grants From Other Lcl Unit/Sem County Interlocal	-	1,898,439	-	-	-
310-0000-361.10-00	Interest Earned/Interest Earned	(311,349)	23,421	-	-	-
310-0000-361.30-00	Interest Earned/Unrealized Gain (Loss)	(108,656)	(19,411)	-	-	-
310-0000-361.40-00	Contbtrn/Donate-Private/Misc Private Sources	(55,197)	(3,789)	-	-	-
310-0000-381.14-00	Interfund Transfers/From Impact Fee Fund	28,720	-	-	-	-
310-0000-381.36-00	Interfund Group Transfers/From Capital Repl	-	14,051,975	-	-	-
310-0000-381.60-00	Interfund Transfers/From General Fund	4,000,000	168,478	-	-	-
Total Revenue		\$ 3,553,518	\$ 23,119,113	\$ -	\$ -	\$ -
Expenditure						
310-4047-541.63-00	Improve Other Than Building	5,197,563	5,728,857	-	-	-
310-5508-572.61-00	Land Acquisitions	11,384	-	-	-	-
310-5508-572.63-00	Improve Other Than Building	12,325	136,655	-	-	-
310-7979-581.91-22	Transfers	6,000,000	-	-	-	-
Total Expenditure		\$ 11,221,272	\$ 5,865,512	\$ -	\$ -	\$ -

Recreation Capital Fund

Revenue and Expenditures

Account	Description	2020 Actual	2021 Actual	2022 Actual	2023 Budget	2024 Proposed Budget
Revenue						
340-0000-347.50-80	Capital Recovery Fee	5,624	5,694	8,077	6,437	5,654
340-0000-361.10-00	Interest	338	294	434	-	1,354
340-0000-361.30-00	Interest - Unrealized	150	(282)	(1,192)	-	931
340-0000-361.40-00	Interest - Realized	69	34	(47)	-	(106)
Total Revenue		\$ 6,181	\$ 5,740	\$ 7,272	\$ 6,437	\$ 7,833
Expenditure						
340-7979-590.49-00	Other Charges/Obligations	27	28	34	-	-
340-7979-591.99-90	Additions to Reserves	-	-	-	6,437	7,833
Total Expenditure		\$ 27	\$ 28	\$ 34	\$ 6,437	\$ 7,833

Capital Replacement Fund

Revenue and Expenditures

Account	Description	2020 Actual	2021 Actual	2022 Actual	2023 Budget	2024 Proposed Budget
Revenue						
360-0000-331.20-00	Grant	-	6,000	153,175	-	-
360-0000-331.80-08	Public Safety Grant - FEMA	8,910	131,771	-	-	-
360-0000-334.20-24	Public Safety Grants/FDLE JAG	45,968	98,153	-	-	-
360-0000-334.80-01	Public Safety Grant - FEMA	932	7,321	-	-	-
360-0000-361.10-00	Interest	180,338	64,478	79,638	22,000	-
360-0000-361.30-00	Interest - Unrealized	69,047	(51,343)	(248,209)	-	-
360-0000-361.40-00	Interest - Realized	32,694	9,725	(8,103)	-	-
360-0000-364.41-00	Sale of Capital Asset	230,923	276,864	614,895	-	-
360-0000-366.24-00	Donations	19,800	(20,000)	-	-	-
360-0000-369.90-00	Miscellaneous Income	53,910	-	982	-	-
360-0000-381.14-00	Transfers	-	69,421	-	-	-
360-0000-381.60-00	Transfers - General Fund	3,948,135	3,762,619	4,998,449	2,301,144	5,433,917
360-0000-383.20-00	Debt Service	-	-	93,421	-	-
360-0000-384.00-00	Debt Service	481,457	745,000	824,000	947,441	1,108,985
360-0000-389.98-00	Use of Fund Balance	6,000,000	-	-	-	355,791
	Total Revenue	\$ 11,072,114	\$ 5,100,009	\$ 6,508,248	\$ 3,270,585	\$ 6,898,693
Expenditure						
360-0101-511.61-00	Land Acquisitions	-	-	5,103	-	-
360-0102-515.64-00	Machinery & Equipment	-	-	17,777	-	3,500
360-0104-512.46-00	Repair & Maintenance Services	-	980	-	-	-
360-0104-512.52-00	Operating Supplies	19,166	-	-	-	-
360-0105-513.52-00	Operating Supplies	-	-	3,411	1,000	20,550
360-0402-513.44-10	Operating Supplies	-	-	68,862	-	-
360-0402-513.46-00	Repair & Maintenance Services	61,018	5,668	31,489	-	-
360-0402-513.52-00	Operating Supplies	116,877	256,411	260,905	235,000	100,000
360-0402-513.64-00	Machinery & Equipment	65,157	97,714	71,503	500,000	365,000
360-0402-513.71-01	Lease Payment/GASB87	-	-	24,013	-	-
360-0402-513.72-01	Int Payment/GASB87	-	-	546	-	-
360-1103-519.64-00	Machinery & Equipment	-	-	14,422	74,600	-
360-1110-515.64-00	Machinery & Equipment	-	-	4,327	-	-
360-2020-521.46-00	Repair & Maintenance Services	113,122	3,478	1,086	-	-
360-2020-521.49-00	Other Charges/Obligations	-	7,145	120	-	-
360-2020-521.52-00	Operating Supplies	138,253	32,296	226,008	-	50,000
360-2020-521.64-00	Machinery & Equipment	200,032	1,273,321	887,948	1,220,512	1,137,985
360-2022-521.52-00	Law Enforcement/OPS	-	-	4,384	-	-
360-2023-521.52-00	Law Enforcement/OPS	-	-	4,699	-	-
360-2031-521.52-00	Law Enforcement/OPS	-	14,993	-	-	-
360-3001-522.46-00	Operating Supplies	3,756	103,615	21,700	30,000	-
360-3001-522.52-00	Operating Supplies	81,515	75,062	83,945	-	28,400
360-3001-522.63-00	Improve Other Than Building	-	-	47,182	-	30,000
360-3001-522.64-00	Machinery & Equipment	722,292	284,737	1,751,828	315,000	1,297,500
360-3002-522.46-00	Operating Supplies	3,790	-	-	-	-
360-3002-522.64-00	Machinery & Equipment	35,229	-	-	-	75,000
360-3003-522.46-00	Operating Supplies	3,863	-	-	-	-
360-3003-522.52-00	Operating Supplies	21,579	3,657	4,561	-	-
360-3003-522.64-00	Machinery & Equipment	83,827	-	-	-	-
360-4001-539.64-00	Machinery & Equipment	46,841	619	3,491	-	15,000
360-4042-539.63-00	Improve Other Than Building	-	143,779	-	-	-
360-4042-539.64-00	Machinery & Equipment	-	11,014	97,978	-	-
360-4046-539.46-00	Repair & Maintenance Services	69,514	185,599	96,982	-	20,000
360-4046-539.63-00	Improve Other Than Building	-	-	-	-	2,600,000
360-4046-539.64-00	Machinery & Equipment	-	47,739	118,323	34,000	45,000
360-4047-541.52-00	Operating Supplies	3,790	5,533	-	-	5,000
360-4047-541.63-00	Improve Other Than Building	-	-	3,595,777	-	-
360-4047-541.64-00	Machinery & Equipment	70,497	590,140	4,655	185,000	235,000
360-5052-572.46-00	Repair & Maintenance Services	-	11,700	-	-	-
360-5502-575.46-00	Repair & Maintenance Services	58,276	-	-	-	-
360-5502-575.52-00	Operating Supplies	-	4,305	-	-	-
360-5502-575.63-00	Improve Other Than Building	69,421	288,158	212,107	219,800	103,673
360-5502-575.64-00	Machinery & Equipment	60,876	64,520	37,581	150,000	-
360-5508-572.46-00	Repair & Maintenance Services	229,571	202,228	195,197	-	-
360-5508-572.52-00	Operating Supplies	138,403	-	-	-	-
360-5508-572.63-00	Improve Other Than Building	423,988	115,269	431,794	305,673	702,539
360-5508-572.64-00	Machinery & Equipment	-	123,813	142,592	-	64,546
360-7979-581.91-22	Intragovernmental Transfer	239,173	14,135,975	1,674,155	-	-
360-7979-590.49-00	Other Charges/Obligations	12,787	-	-	-	-
360-7979-590.99-90	Additions to Reserves	-	-	4,575	-	-
	Total Expenditure	\$ 3,092,613	\$ 18,089,468	\$ 10,151,026	\$ 3,270,585	\$ 6,898,693



CITY OF
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WORKFORCE

- **FULL TIME EQUIVALENT STAFFING LEVELS**
- **SUMMARY OF FTE'S CHANGES**
- **GRADE SCHEDULE**

City of Sanford

Full-Time Equivalent Staffing Levels

Fund	Department/Division	Final Budget FY2021/2022	Final Budget FY2022/2023	Final Budget FY2023/2024	Change
General Fund					
	City Manager's Office	4.00	4.00	4.00	-
	City Manager/Communications	1.00	1.00	1.00	-
	City Manager/Economic Development	1.90	1.90	1.90	-
	City Manager/Community Relations	1.28	1.28	1.28	-
	City Clerk	3.00	3.00	3.00	-
	Human Resources	4.50	4.50	5.00	0.50
	Financial Services/Accounting	11.00	11.00	13.00	2.00
	Financial Services/IT	5.50	9.50	10.50	1.00
	Financial Services/Purchasing	1.97	1.97	3.97	2.00
	Community Development/Business Tax Receipts	1.24	1.24	1.24	-
	Community Development/Community Improvement	6.15	7.65	7.65	-
	Community Development/Planning	10.50	11.75	11.75	-
	Police Administration	15.29	13.95	13.95	-
	Police Patrol	77.00	81.00	81.00	-
	Police Strategic Services	59.00	39.00	39.00	-
	Police Professional Stds and Comm Eng	10.66	30.00	30.00	-
	Fire Operations	75.00	87.00	87.00	-
	Fire Prevention	4.00	4.00	5.00	1.00
	Fire Administration	7.05	7.05	8.05	1.00
	Public Works Administration	3.35	3.35	3.25	(0.10)
	Public Works Fleet	8.00	9.00	9.00	-
	Public Works Facilities	8.00	9.00	9.00	-
	Public Works Streets	14.75	14.75	15.75	1.00
	Recreation/Museum	3.10	3.10	3.50	0.40
	Recreation	11.20	11.20	11.20	-
	Recreation/Special Facilities	28.50	28.50	29.50	1.00
	Recreation Parks & Grounds	26.50	28.00	29.50	1.50
	Total Fund	403.44	427.69	438.99	11.30

City of Sanford

Full-Time Equivalent Staffing Levels

CDBG Fund

Community Improvement/CDBG	1.00	1.00	1.00	-
Total Fund	1.00	1.00	1.00	-

LIHEAP Fund

Community Improvement/LIHEAP	3.22	3.22	2.72	(0.50)
Total Fund	3.22	3.22	2.72	(0.50)

Building Inspection Fund

Community Improvement/Building Inspection	12.11	13.36	13.36	-
Total Fund	12.11	13.36	13.36	-

Solid Waste Fund

Public Works/Solid Waste	2.10	2.10	2.10	-
Total Fund	2.10	2.10	2.10	-

Stormwater Fund

Public Works/Stormwater	18.80	18.80	19.60	0.80
Total Fund	18.80	18.80	19.60	0.80

Water & Sewer Fund

Public Works/Water & Sewer/Administration	22.35	23.85	24.15	0.30
Public Works/Water & Sewer/Plants	49.50	49.50	49.50	-
Public Works/Water & Sewer/Water Distribution	18.00	18.00	18.00	-
Public Works/Water & Sewer/Wastewater Collections	20.00	20.00	20.00	-
Total Fund	109.85	111.35	111.65	0.30

Community Redevelopment Agency

CRA	3.78	3.78	3.78	-
Total Fund	3.78	3.78	3.78	-

GRAND TOTAL	554.30	581.30	593.20	11.90
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**Authorized Positions by Service Area
Summary of FTEs
Changes for FY 23-24 by Department/Division**

City Manager:

- ❖ **LIHEAP** - Unfunded 3.5 LIHEAP Outreach Technicians, three of which had been added during 2023.

Human Resources:

- ❖ **Human Resources** - Addition of a Human Resources Risk Analyst and elimination of a .50 Administrative Specialist III.

Finance:

- ❖ **Accounting and Finance** - Addition of a Grant Manager and a Fiscal Technician.
- ❖ **Information Systems** - Addition of a Systems Analyst.
- ❖ **Purchasing** - Addition of a Purchasing Coordinator and a Contract Specialist.

Fire:

- ❖ **Prevention** - Addition of a Fire Protection Inspector
- ❖ **Administration** - Addition of a Logistics Coordinator.

Public Works:

- ❖ **Administration** - Reclassification of a .50 Public Works Engineer to Stormwater. Addition of an Administrative Service Manager (.40).
- ❖ **Fleet Maintenance** – Reclassification of a Crew Leader to a Garage Foreman.
- ❖ **Streets** - Reclassification of an Equipment Operator II to 2 Maintenance Workers.
- ❖ **Stormwater** - Reclassification from Public Works Administration to Stormwater .50 Public Works Engineer and an addition of a .3

Administrative Services Manager.

Recreation:

- ❖ **Museum** - Addition of a .4 Docent.
- ❖ **Special Facilities** - Addition of a Recreation Facility Coordinator.
- ❖ **Parks and Grounds** - Reclassification of .5 Maintenance Workers to an Irrigation Technician, and an Addition of a Lead Maintenance Worker.

Utilities

- ❖ **Administration** - Reclassification of an Administrative Specialist III to a Project Manager, Reclassification of an Utility Engineer Technician to an Utility System Engineer, and an Addition of a .3 Administrative Services Manager.
- ❖ **Plants** - Reclassification of an Environmental Technician and an Instrument Control Specialist to an Electrical Technician and a Lift Station Operator.



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CAPITAL IMPROVEMENT PLAN

- **FIVE YEAR CAPITAL PLAN**
- **CAPITAL PLAN PROJECT DETAIL**

City of Sanford

Five Year Capital Plan

	2024	2025	2026	2027	2028	Total
Governmental						
Revenues						
Impact Fees - Fire	361,500	-	-	-	-	361,500
Impact Fees - Police	41,550	-	-	-	-	41,550
Impact Fees - Recreation	318,484	-	-	-	-	318,484
Transfers from General Fund	5,403,917	5,403,917	4,884,433	2,749,259	1,207,082	19,648,608
Debt Proceeds	1,108,985	1,142,255	1,176,522	1,211,818	1,248,172	5,887,752
Use of Reserves	355,791	-	-	-	-	355,791
Total Governmental Capital Funding	\$ 7,590,227	\$ 6,546,172	\$ 6,060,955	\$ 3,961,077	\$ 2,455,254	\$ 26,613,685
Expenditures						
Fire						
Equipment (Hose, Nozzles, Rope)	-	35,000	20,000	20,000	20,000	95,000
USAR Equipment	-	15,000	12,000	12,000	12,000	51,000
Training Facility at 32	24,000	30,000	3,000	-	-	57,000
Boat Replacement	-	250,000	-	-	-	250,000
Engine - 40***	301,500	-	-	-	-	301,500
Tower 40***	-	-	1,745,700	-	-	1,745,700
SCBA Packs	605,000	-	-	-	-	605,000
Rescue - 31B, 32B***	-	1,040,500	-	-	-	1,040,500
Stryker Stretcher***	-	42,000	-	-	-	42,000
Stryker Power Load***	-	46,000	-	-	-	46,000
Anti-Theft Vehicle Sys.***	-	7,000	-	-	-	7,000
TICs***	-	25,000	-	-	-	25,000
SCBA Bottles	4,400	-	-	-	-	4,400
R132 #3 Vehicle & Equipment	640,500	-	-	500,000	-	1,140,500
Inspector Vehicle (Unit 38)	75,000	-	-	80,000	-	155,000
Ballistic Protection & EMS Equipment	-	-	35,000	-	-	35,000
Dive Truck	-	172,000	-	-	-	172,000
Dive Gear	-	-	-	-	40,000	40,000
Paramedicine Vehicle	60,000	46,000	-	-	-	106,000
Thermal Imaging Cameras	-	-	-	130,000	-	130,000
Station 38 Driveway & Drainage Repairs	-	75,000	-	-	-	75,000
Station 38 & 32 Kitchen	30,000	-	-	-	-	30,000
Station Alerting	-	-	-	10,000	10,000	20,000
Cascade Breathing Compressor	-	60,000	-	-	-	60,000
USAR Trailer	-	30,000	-	-	-	30,000
Water Craft	-	70,000	-	-	-	70,000
Gas Monitors	-	-	-	-	8,000	8,000
Staff Vehicles (Admin) Unit #27	-	65,000	-	-	-	65,000
Bunker Gear Dryer***	-	15,000	-	-	-	15,000
Station Security Systems	-	22,000	-	-	-	22,000
Engine	-	773,000	-	824,000	-	1,597,000
Stryker Stretchers (5)	-	-	100,000	-	-	100,000
Stryker Power Loads	-	-	100,000	-	-	100,000
EMS Bicycle	-	-	-	12,000	-	12,000
Utility Vehicles (Ops - F350, F250)	-	-	-	-	50,000	50,000
Extraction Equipment	-	-	-	-	96,000	96,000
Cardiac Training Monitor	-	7,000	-	-	-	7,000
ST31 Bay Floor Resurfacing	-	25,000	-	-	-	25,000
Bunker Gear Washer	-	-	-	-	8,000	8,000
Bunker Gear Washer Extractor	22,000	-	-	-	-	22,000
Patient Care Report Tablets	-	75,000	-	-	-	75,000
Total Fire	1,762,400	2,925,500	2,015,700	1,588,000	244,000	8,535,600
City Manager						
Admin - Equipment	-	2,772	2,855	2,941	3,029	11,597
EDP - Equipment	-	1,695	1,746	1,798	1,852	7,091
Total City Manager	-	4,467	4,601	4,739	4,881	18,688
Economic Development						
Equipment	-	7,772	8,005	8,245	8,493	32,515
Total Economic Development	-	7,772	8,005	8,245	8,493	32,515
City Clerk						
Scanner	-	1,316	1,355	1,396	1,438	5,505
Software	-	1,391	1,433	1,476	1,520	5,820
Total City Clerk	-	2,707	2,788	2,872	2,958	11,325

City of Sanford

Five Year Capital Plan

	2024	2025	2026	2027	2028	Total
<u>City Commission</u>						
City Commission(Chairs)	3,500	-	-	-	-	3,500
Total Planning	3,500	-	-	-	-	3,500
<u>Code Enforcement</u>						
Vehicles	-	35,000	-	70,000	35,000	140,000
Total Code Enforcement	-	35,000	-	70,000	35,000	140,000
<u>Community Improvement</u>						
Vehicle Replacements	-	35,000	-	35,000	-	70,000
Total Community Improvement	-	35,000	-	35,000	-	70,000
<u>Human Resources</u>						
Customer Counter & Secure Door	18,000	-	-	-	-	18,000
Furniture	2,400	12,600	-	-	-	15,000
Equipment	-	-	50,000	6,000	6,100	62,100
Mobile Projector(Bluetooth)	150	-	-	-	-	150
Total HR	20,550	12,600	50,000	6,000	6,100	95,250
<u>Finance</u>						
Furniture	-	-	25,000	-	-	25,000
Equipment	-	-	5,000	-	-	5,000
Total Finance	-	-	30,000	-	-	30,000
<u>Finance - Information Technology</u>						
Equipment and Hardware	125,000	150,000	250,000	125,000	125,000	775,000
Digital Transformation Project	100,000	-	-	-	-	100,000
AS400 Failover Server	45,000	-	-	-	-	45,000
Network Switches	30,000	-	-	-	-	30,000
Security Door Controllers	75,000	150,000	150,000	-	-	375,000
Security Cameras	50,000	50,000	50,000	-	-	150,000
Network Firewall - hot spare	40,000	-	-	-	-	40,000
Finance Conference Room	-	5,000	-	-	-	5,000
Parking Tickets	-	15,000	-	-	-	15,000
Security Camera Aquatic Center	-	8,000	-	-	-	8,000
Security Camera Dump Site	-	8,000	-	-	-	8,000
Time Cards	-	70,000	-	-	-	70,000
Total Finance- Information Technology	465,000	386,000	450,000	125,000	125,000	1,551,000
<u>Police</u>						
Vehicle Replacements	1,108,985	1,142,255	1,176,522	1,211,818	1,248,172	5,887,752
Two Police K9s	29,000	-	-	-	-	29,000
Power FTO program***	6,750	4,200	4,200	4,200	4,200	23,550
Speed Device	-	13,500	14,000	14,500	15,500	57,500
In-car Radio	34,800	102,000	110,200	121,400	121,400	489,800
CID Conference	-	30,000	-	-	-	30,000
Patrol briefing room	-	12,000	-	-	-	12,000
Rain Gear	-	35,000	-	-	-	35,000
Tourniquets/ Holster	-	71,000	-	-	-	71,000
APX 6000 Portable Radios	50,000	55,500	60,000	61,000	62,000	288,500
Total Police	1,229,535	1,465,455	1,364,922	1,412,918	1,451,272	6,924,102
<u>Parks and Recreation</u>						
Parks and Grounds - Improvements	-	261,962	353,658	277,916	286,253	1,179,789
Parks and Grounds - Equipment/Vehicles	-	245,923	38,059	14,937	14,937	313,856
Vehicle #160 F-250	43,614	43,614	-	-	-	87,228
Toro Workman MDX***	15,103	-	-	-	-	15,103
Toro Rake-O-Vac***	45,481	-	-	-	-	45,481
72" Riding lawn mowers/Spray Master 60gal	20,932	40,000	-	-	50,000	110,932
Groveview Playground	150,000	-	-	-	-	150,000
Groveview Playground***	250,000	-	-	-	-	250,000
Ft. Mellon Tables	242,539	-	-	-	-	242,539
Lee P Moore Tennis Courts/Pickleball/Parking lot	310,000	300,000	-	-	-	610,000
Aquatic Center 22 Gold Medal Lane Lines	-	11,543	-	-	-	11,543
Aquatic Center Painting	-	5,830	-	-	-	5,830
Aquatic Center Touchpads	-	10,250	-	-	-	10,250
Aquatic Center Shade Structures	-	-	31,800	-	-	31,800
Aquatic Center Pool Filters	103,673	-	-	-	-	103,673
Aquatic Center Transformers***	-	10,574	-	-	-	10,574
Aquatic Center Heaters***	-	10,079	-	-	-	10,079
Aquatic Center Platforms	-	15,500	-	-	-	15,500
Aquatic Center Fencing	-	48,000	-	-	-	48,000
Aquatic Center Roof	-	18,000	-	-	-	18,000
Civic Center Annex Partition	-	-	14,772	-	-	14,772
Civic Center Commercial Appliances	-	-	52,000	-	-	52,000
Civic Center Exterior Painting	-	74,550	-	-	-	74,550

City of Sanford

Five Year Capital Plan

	2024	2025	2026	2027	2028	Total
Civic Center Stage Refinish/Refurbish	-	21,300	-	-	-	21,300
Civic Center Window Shades	-	12,217	-	-	-	12,217
Civic Center Parking Lot	-	-	37,300	-	-	37,300
Civic Center Refurbishment	-	32,700	-	-	-	32,700
Civic Center ADA Requirements	-	120,000	-	-	-	120,000
Civic Center Columns	-	92,000	-	-	-	92,000
Civic Center Boiler Room	-	23,000	-	-	-	23,000
Civic Center Electrical	-	125,000	-	-	-	125,000
Civic Center Roof	-	-	549,900	-	-	549,900
Civic Center A/C Units	-	496,000	-	-	-	496,000
Civic Center Plumbing	-	227,050	-	-	-	227,050
Civic Center Sprinklers	-	46,000	-	-	-	46,000
Cultural Arts Center HVAC System	-	42,600	-	-	-	42,600
Cultural Arts Center Refurbishment	-	35,000	-	-	-	35,000
Museum Light Fixtures	-	27,500	-	-	-	27,500
Museum Paint Exterior	-	15,000	-	-	-	15,000
Museum New Roof	-	30,000	-	-	-	30,000
Museum Security System***	7,900	-	-	-	-	7,900
Museum Entrance	-	15,000	-	-	-	15,000
Westside P.A. System	-	21,300	-	-	-	21,300
Westside Painting	-	25,000	-	-	-	25,000
Westside Floor Scrubber	-	10,650	-	-	-	10,650
Equipment	-	148,948	-	-	-	148,948
Total Recreation	1,189,242	2,662,090	1,077,489	292,853	351,190	5,572,864
Public Works						
Streets - Flatbed Dump Truck #44	150,000	-	180,000	-	-	330,000
Streets - Pickup Truck #61	85,000	50,000	-	-	-	135,000
Streets - Clam Truck	-	-	250,000	-	-	250,000
Streets - Massey Ferguson 383 - Bush Hog Tractor	-	36,794	-	-	-	36,794
Streets - Equipment	-	485,000	155,000	75,000	75,000	790,000
Streets - Office Furniture	5,000	-	-	-	-	5,000
Fleet - Vehicle Replacement	-	50,000	60,000	-	-	110,000
Fleet - Equipment	-	90,549	11,852	11,852	11,852	126,105
Facilities - Vehicle Replacements	45,000	-	-	-	-	45,000
Facilities - Pickup Truck	-	160,000	-	-	-	160,000
Facilities - Welcome Center - Carpet	-	-	30,000	-	-	30,000
Facilities - Welcome Center - HVAC	-	-	22,000	-	-	22,000
Facilities - Replacement of City Hall Roof	2,600,000	-	-	-	-	2,600,000
Facilities - ADA Compliance	20,000	20,000	20,000	20,000	20,000	100,000
Facilities - City Hall - Paint	-	-	20,000	-	-	20,000
Facilities - Goldsboro Museum - Carpet	-	-	-	-	7,804	7,804
Facilities - Goldsboro Museum - HVAC	-	28,700	-	-	-	28,700
Facilities - Seminole Blvd LED lighting	-	30,000	-	-	-	30,000
Facilities - Historic Goldsboro Blvd LED lighting	-	30,000	-	-	-	30,000
Facilities - Equipment	-	257,732	111,704	111,704	111,704	592,844
Facilities - Bucket Truck	-	50,000	196,894	196,894	-	443,788
Health - Equipment	-	100,000	-	-	-	100,000
Administration - Vehicles	-	30,000	-	-	-	30,000
Administration - Office Furniture	7,500	-	-	-	-	7,500
Administration - Multimedia Video	7,500	-	-	-	-	7,500
Total Capital Projects Expenditures	7,590,227	8,990,366	6,060,955	3,961,077	2,455,255	29,057,879
Surplus/(Deficit)	-	(2,444,194)	-	-	(0)	(2,444,194)

Roads and Streets

Local Option Gas Tax						
Revenues						
Local Option Gas Tax	487,117	550,000	550,000	550,000	550,000	2,687,117
Use of Reserves	62,883	-	-	-	-	62,883
Total Capital Funding	550,000	550,000	550,000	550,000	550,000	2,750,000
Expenditures						
Street Rehabilitation Program	500,000	500,000	500,000	500,000	500,000	2,500,000
Misc Concrete	50,000	50,000	50,000	50,000	50,000	250,000
Total Capital Expenditures	550,000	550,000	550,000	550,000	550,000	2,750,000
Surplus/(Deficit)	-	-	-	-	-	-

City of Sanford

Five Year Capital Plan

	2024	2025	2026	2027	2028	Total
Development Services						
<u>Building</u>						
Revenues						
Revenues	-	30,934	39,478	50,824	63,456	184,692
Total Capital Funding	-	30,934	39,478	50,824	63,456	184,692
Expenditures						
Vehicle Replacement	-	30,934	39,478	50,824	63,456	184,692
Computer Equipment	-	-	-	-	-	-
Total Capital Expenditures	-	30,934	39,478	50,824	63,456	184,692
Surplus/(Deficit)	-	-	-	-	-	-
Roads and Streets						
<u>Third Generation Sales Tax</u>						
Revenues						
Sales Tax	4,108,538	645,000	650,000	651,800	653,654	6,708,992
Use of Reserve	896,462	-	-	-	-	896,462
Total Capital Funding	5,005,000	645,000	650,000	651,800	653,654	7,605,454
Expenditures						
Streets - ADA Compliance	150,000	110,000	110,000	110,000	110,000	590,000
Streets - Restrooms/Artesian Square	150,000	-	-	-	-	150,000
Streets - Streets/Aero Lane & 5th ST	3,500,000	-	-	-	-	3,500,000
Streets - Sidewalks/Holly Ave 9th to HGB	200,000	-	-	-	-	200,000
Streets - Traffic calming	25,000	25,000	25,000	25,000	25,000	125,000
Streets - FDOT Signalization Modification - Persimmon Ave	550,000	-	-	-	-	550,000
Streets - Downtown Sanford Parking	150,000	-	-	-	-	150,000
Streets - Roadway Electric	30,000	30,000	30,000	30,000	30,000	150,000
Streets - Roadway Signage	75,000	75,000	75,000	75,000	75,000	375,000
Streets - Street lighting	-	55,000	60,000	61,800	63,654	240,454
Streets - Roadway Striping	75,000	-	-	-	-	75,000
Streets - Brick Repair	-	250,000	250,000	250,000	250,000	1,000,000
Streets - Misc Concrete Repair	100,000	100,000	100,000	100,000	100,000	500,000
Total Capital Expenditures	5,005,000	645,000	650,000	651,800	653,654	7,605,454
Surplus/(Deficit)	-	-	-	-	-	-
Stormwater						
Revenues						
Rate Revenue	3,667,524	3,700,000	1,290,000	1,125,000	1,125,000	10,907,524
Use of Reserves	6,897,476	445,000	-	-	-	7,342,476
Total Capital Funding	10,565,000	4,145,000	1,290,000	1,125,000	1,125,000	18,250,000
Expenditures						
Pipelining (Citywide)	150,000	150,000	150,000	150,000	150,000	750,000
Property Acquisitions	1,500,000	-	-	-	-	1,500,000
Secondary Drainage Improvements	250,000	250,000	250,000	250,000	250,000	1,250,000
Lk. Jessup & Lk. Monroe Basin Management Action Plan (BMAP)	200,000	200,000	200,000	200,000	200,000	1,000,000
Live Oak Blvd Drainage Improvements	100,000	-	-	-	-	100,000
Aero Lane Drainage and Roadway	-	125,000	-	-	-	125,000
Pump Branch Phase 2	4,000,000	-	-	-	-	4,000,000
Pump Branch Pond	3,000,000	-	-	-	-	3,000,000
Mellonville Drainage	-	1,500,000	-	-	-	1,500,000
Equipment	465,000	640,000	230,000	175,000	175,000	1,685,000
Seawall Replacement Mellonville to east end design	500,000	640,000	230,000	175,000	175,000	1,720,000
Tiger Dam	400,000	640,000	230,000	175,000	175,000	1,620,000
Total Capital Expenditures	10,565,000	4,145,000	1,290,000	1,125,000	1,125,000	18,250,000
Surplus/(Deficit)	-	-	-	-	-	-
Water/Wastewater						
Revenues						
Operating Reserves	2,225,000	3,475,000	1,900,000	-	-	7,600,000
Water Rate Revenue	1,059,303	964,922	946,160	974,945	-	3,945,330
Wastewater Rate Revenue	2,932,719	3,707,030	2,446,741	2,578,133	-	11,664,623
Renewals & Replacement Fund	15,997,273	10,831,581	8,528,528	4,101,134	-	39,458,516
Water System Development Charges	450,000	380,000	330,000	200,000	-	1,360,000
Sewer System Development Charges	4,410,000	1,750,000	6,130,000	4,100,000	-	16,390,000
Grant Funding	6,150,000	25,425,000	26,100,000	23,650,000	-	81,325,000

City of Sanford

Five Year Capital Plan

	2024	2025	2026	2027	2028	Total
Proposed 2023 SRF Loan Issue - Water	3,122,479	3,647,479	2,550,000	-	-	9,319,958
Proposed 2023 SRF Loan Issue - Water(1)	6,116,500	-	-	-	-	6,116,500
Proposed 2023 SRF Loan Issue - Sewer	500,000	5,500,000	5,000,000	2,000,000	-	13,000,000
Proposed 2023 SRF Loan Issue - Sewer	4,250,000	4,000,000	-	-	-	8,250,000
SRF Loan WW590150 92)	200,000	-	-	-	-	200,000

Total Capital Funding	47,413,274	59,681,012	53,931,429	37,604,212	-	198,629,927
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Administration - Water

Expenditures

Equipment and Hardware	21,855	22,510	23,185	23,881	-	91,431
Vehicles	-	37,000	-	35,000	-	72,000
Total Administration - Water	21,855	59,510	23,185	58,881	-	163,431

Administration - Wastewater

Equipment and Hardware	21,855	22,510	23,185	23,881	-	91,431
Vehicles	37,000	-	37,000	-	-	74,000
Total - Administration - Wastewater	58,855	22,510	60,185	23,881	-	165,431

Water Treatment Plants, Wellfield and Water Quality

Consumptive Use Permit Monitoring	45,000	45,000	45,000	45,000	-	180,000
Auxiliary Water Treatment Plant Improvements	54,636	56,275	57,964	59,703	-	228,578
Vehicle Replacement	41,200	42,436	43,709	45,020	-	172,365
Main WTP-Future Treatment	100,000	100,000	100,000	100,000	-	400,000
Main WTP Improvements - 1,4 Dioxane*	2,000,000	19,500,000	19,500,000	19,500,000	-	60,500,000
Water Well Rehab	159,135	163,909	168,826	173,891	-	665,761
Elevated Water Tank Improvements	62,741	65,564	67,531	69,556	-	265,392
WTP/ Airport Wells Study	50,000	-	-	-	-	50,000
Design and Construction of WTP No. 3 at the SSWRC**	550,000	1,300,000	1,800,000	-	-	3,650,000
Design and Construction of WTP No. 3 at the SSWRC*	-	1,500,000	2,000,000	-	-	3,500,000
Design and Construction of WTP No. 3 at the SSWRC	200,000	200,000	200,000	-	-	600,000
Pipeline/Wellfield Improvements**	750,000	525,000	750,000	-	-	2,025,000
Pipeline/Wellfield Improvements*	-	625,000	800,000	-	-	1,425,000
Pipeline/Wellfield Improvements	-	100,000	50,000	-	-	150,000
Hidden Lakes New Well**	850,000	-	-	-	-	850,000
Asset Man/SOP's/Safety Plan/Etc.	175,000	175,000	175,000	150,000	-	675,000
Hydraulic Evaluation of WTP No. 2 and Wellfield Raw Water Piping	40,000	-	-	-	-	40,000
Hydraulic Evaluation-potable water system	60,000	-	-	-	-	60,000
Equipment Replacement & Rehab	87,418	90,041	92,742	95,524	-	365,725

Total - Water Treatment Plants, Wellfield and Water Quality	5,225,130	24,488,225	25,850,772	20,238,694	-	75,802,821
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North Water Reclamation Facility

North Water Reclamation Facility Improvements	240,400	247,612	255,040	262,691	-	1,005,743
Disc Filtration System & RW Distribution Loop Pressurization System	1,800,000	300,000	-	-	-	2,100,000
RW Distribution Loop Pressurization, Facility Irrigation System, Sod	-	150,000	-	-	-	150,000
Flow Equalization Basin, FEB Pump Station and Piping System**	1,500,000	4,000,000	-	-	-	5,500,000
Flow Equalization Basin, FEB Pump Station and Piping System*	1,000,000	2,300,000	-	-	-	3,300,000
Electrical System Improvements / Upgrades	200,000	1,000,000	800,000	-	-	2,000,000
Electrical System Improvements / Upgrades	-	-	800,000	-	-	800,000
Electrical Rehab of the Reclaimed Water Distribution Pump Station	2,200,000	1,000,000	-	-	-	3,200,000
Electrical and Piping Rehabilitation Transfer Pump Station	2,100,000	1,000,000	-	-	-	3,100,000
New 5 MG Reclaimed Water Ground Storage Tank + Transfer Pump Station	-	-	2,100,000	2,500,000	-	4,600,000
New 10 MG Reclaimed Water Ground Storage Tank*	-	-	1,500,000	2,500,000	-	4,000,000
Front Entrance Wall, Gate and Landscaping	-	500,000	1,100,000	-	-	1,600,000
Mill Creek Stabilization	25,000	300,000	-	-	-	325,000
Vehicle Replacement	95,000	76,491	78,786	81,149	-	331,426
Metal Bldg. on Parcel South of SNWRF + Asphalt + Fencing	-	400,000	200,000	-	-	600,000
Security System Upgrades	55,000	-	-	-	-	55,000
Asset Man/SOP's/Safety Plan/Etc.	-	300,000	250,000	200,000	-	750,000
Concrete Roadways - Sanford North WRF	800,000	800,000	-	-	-	1,600,000
New Volute Thickening System	-	-	100,000	500,000	-	600,000
Equipment Replacement	112,551	115,927	119,405	122,987	-	470,870
Completion of BNR Project**	200,000	-	-	-	-	200,000
Control Valve at River	250,000	-	-	-	-	250,000
Actiflo Upgrades, New Mech. Barscreen, MLS Wetwell Rehab	1,250,000	1,600,000	-	-	-	2,850,000
Operations Relocation - Upstairs of Thickener Bldg	600,000	-	-	-	-	600,000
Block Wall at South Entrance to SNWRF	350,000	-	-	-	-	350,000
Bridge Study + Close Front Entrance + New Bridge at Mill Creek	250,000	1,350,000	100,000	-	-	1,700,000
Rehab of Existing GBT's	550,000	300,000	-	-	-	850,000

Total - North Water Reclamation Facility	13,577,951	15,740,030	7,403,231	6,166,827	-	42,888,039
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South Water Reclamation Facility

Improvements/Equipment	54,636	56,275	57,964	59,703	-	228,578
Vehicles and Equipment	42,436	43,709	45,020	46,371	-	177,536
Security System Upgrades	20,000	-	-	25,000	-	45,000

City of Sanford

Five Year Capital Plan

	2024	2025	2026	2027	2028	Total
Sludge Holding Tank No. 2, Equipment Bldg, Blowers, Pumps	2,040,000	500,000	600,000	-	-	3,140,000
New Aeration System/Blowers for Sludge Holding Tank No. 1	1,220,000	300,000	-	-	-	1,520,000
Asset Man/SOP's/Safety Plan/B'mark & Efficiency/Emer Man Plan/Etc.	50,000	350,000	200,000	200,000	-	800,000
BFP Control Panel and Fourth Reclaimed Water Pump	25,000	150,000	-	-	-	175,000
2nd Mech Barscreen	70,000	1,000,000	250,000	-	-	1,320,000
Anaerobic and Anoxic Selectors; Reaeration Basins - AWT	270,000	-	-	-	-	270,000
Anaerobic and Anoxic Selectors; Reaeration Basins - AWT**	2,750,000	-	-	-	-	2,750,000
Anaerobic and Anoxic Selectors; Reaeration Basins - AWT*	1,250,000	-	-	-	-	1,250,000
Influent Flow Meter Bypass	75,000	-	-	-	-	75,000
Dryer Building Conversion (Storage; Offices, etc.)	-	-	500,000	500,000	-	1,000,000
Gasifier Bldg. Repairs, Modifications and Reconfiguration	-	100,000	-	500,000	-	1,100,000
Dewatering Screw Press	-	-	100,000	500,000	-	600,000
Dewatering Screw Press(Split Funding)	-	-	100,000	500,000	-	600,000
Master Lift Station Control Panel Replacement + Arc Flash Equipment	150,000	-	-	-	-	150,000
Reclaimed Water Ground Storage Tank (5 MG)	-	250,000	3,250,000	750,000	-	4,250,000
Planning for Second BNR Treatment Train and Associated Infrastructure**	500,000	5,500,000	5,000,000	2,000,000	-	13,000,000
Thickened Sludge Pumping System	-	-	80,000	350,000	-	430,000
Thickened Sludge Pumping System	-	-	80,000	350,000	-	430,000
Total - South Water Reclamation Facility	8,517,072	8,249,984	10,762,984	5,781,074	-	33,311,114
<u>Lift Stations</u>						
Lift Station Rehabilitation/Replacement	750,000	750,000	750,000	750,000	-	3,000,000
Rerouting of Lift Stations - Sending more flow to SSWRC	1,000,000	1,000,000	-	-	-	2,000,000
Pressure Gauges at LS's - tied to SCADA	50,000	50,000	50,000	50,000	-	200,000
Vacuum Station - Rehabilitation Study and Rehabilitation	250,000	-	-	-	-	250,000
Vacuum Collection System - Buffer Tank Study and Improvements	250,000	-	-	-	-	250,000
Downtown Life Station and Vacuum Pit Conversion	900,000	-	-	-	-	900,000
Groveview Village Lift Station	730,000	-	-	-	-	730,000
Total - Lift Stations	3,930,000	1,800,000	800,000	800,000	-	7,330,000
<u>Water Distribution</u>						
Core and Main - AMI New Meters	250,000	80,000	80,000	200,000	-	610,000
Critical Water Valve Replacements	300,000	300,000	300,000	300,000	-	1,200,000
New Water System Flow Meters**	5,266,500	-	-	-	-	5,266,500
Line Renewal, Replace, Loop and Extend	546,364	562,754	579,637	597,026	-	2,285,781
Pressure Gauges along WM's - tied to LS's & SCADA	50,000	50,000	50,000	50,000	-	200,000
North Street Water Line Looping (12-inch)	750,000	-	-	-	-	750,000
Mayfair East**	1,822,479	1,822,479	-	-	-	3,644,958
Georgetown WM Relocations	1,260,000	1,700,000	1,700,000	-	-	4,660,000
Celery Avenue and Mellonville Avenue Utility Relocations	550,000	-	-	-	-	550,000
Equipment	109,273	112,551	115,927	119,405	-	457,156
Vehicles	53,045	54,636	56,275	57,964	-	221,920
Total Water Distribution	10,957,661	4,682,420	2,881,839	1,324,395	-	19,846,315
<u>Sewer Collection</u>						
Misc. Sewer Line and Forcemain Rehabilitation	700,000	700,000	700,000	700,000	-	2,800,000
Equipment	109,273	112,551	115,927	119,405	-	457,156
Richmond Avenue Waterman	10,000	-	-	-	-	10,000
Collection System Asset Management	25,000	200,000	-	-	-	225,000
Nutrient Reduction (Sewer Lining and Manhole Repair)*	1,900,000	1,000,000	-	50,000	-	2,950,000
Vacuum Sewer system -Renewal and Replacement	100,000	50,000	50,000	50,000	-	250,000
New Vactor Truck/Dump Truck	600,000	-	-	-	-	600,000
Georgetown Sewer Relocations	120,000	125,000	125,000	-	-	370,000
Vehicles	79,568	81,955	84,413	86,946	-	332,882
Total Sewer Collection Distribution	3,643,841	2,269,507	1,075,342	1,006,351	-	7,995,038
<u>Reclaimed Water System</u>						
Site 10 Storage Pond and Distribution System*	-	350,000	1,300,000	1,250,000	-	2,900,000
New Site 10 Reclaimed Water Pumping Station	-	200,000	1,750,000	350,000	-	2,300,000
New Site 10 Reclaimed Water Pumping Station*	-	150,000	1,000,000	350,000	-	1,500,000
Site 10 Maintenance & Culvert Replacement	875,000	950,000	650,000	-	-	2,475,000
Misc. RW Discharge Line Repair	109,273	112,551	115,927	119,405	-	457,156
Misc. Reclaimed Line Ext's	54,636	56,275	57,964	59,703	-	228,578
Georgetown RWM Relocation	32,000	-	-	-	-	32,000
Reclaimed Water System Asset Management	35,000	175,000	200,000	75,000	-	485,000
Total Reclaimed Water System	1,105,909	1,993,826	5,073,891	2,204,109	-	10,377,734
Utility System Master Plan	375,000	375,000	-	-	-	750,000
Total Utility System Master Plan	375,000	375,000	-	-	-	750,000
Total Capital Expenditures	47,413,274	59,681,012	53,931,429	37,604,212	-	198,629,927
Surplus/(Deficit)	-	-	-	-	-	-
	-	(2,444,194)	-	-	(0)	(2,444,194)

*These items are listed in the CIP budget but not in the City's budget - awaiting grant funding.

**These items are listed in the CIP budget but not in the City's budget - awaiting debt funding.

***These items are requests for new infrastructure, equipment, etc... and not in the City's current asset inventory.



Capital Item Detail Training Equipment & Materials

Department:	FIRE	Location:	ST32 Training Area
Division:	Operations	District:	City Wide
Account Number:	133-3001-522.52-00	Project Number:	N/A
Type:	New	Useful Life:	10 yrs

Description:

Purchase of training equipment consisting of a fire framed window simulator, a flexible crash dummy, and a survivor agility dummy; spray foam insulation for the training building; and recruiting banners and materials for career and job fairs. (Impact Fee Eligible).

Justification:

These training props will provide our firefighters the opportunity to train on tactics and procedures in a controlled setting and will be used to simulate specific situational training during fire ground operations training. The Insulation of the training building would aid us in making the building cooler & usable throughout the year. To attract new employees, Fire Dept banners & materials will provide a professional approach to use at local colleges & high schools career fairs or job fairs.

<u>Funding Source:</u>	FY24	FY25	FY26	FY27	FY28	Total
General Fund to CIP	\$ 24,000	\$ 30,000	\$ 3,000			\$ 57,000

Capital Improvement

<u>Expenditure:</u>	FY24	FY25	FY26	FY27	FY28	Total
Operating Supplies	\$ 24,000	\$ 30,000	\$ 3,000			\$ 57,000

<u>Estimated Revenues:</u>	FY24	FY25	FY26	FY27	FY28	Total
						\$ 0

Estimated Operating

<u>Expenses:</u>	FY24	FY25	FY26	FY27	FY28	Total
						\$ 0



Capital Item Detail
Engine 40 Equipment

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Department:	FIRE	Location:	ST40
Division:	Operations	District:	1
Account Number:	133-3001-522.64-00	Project Number:	FSDT40
Type:	New	Useful Life:	5-10 yrs

Description:

All equipment for the new engine pumper (E40) necessary for operational readiness for Station 40.

Justification:

In preparation for Fire Station 40 operations, a new engine has been ordered, employees are being hired for manning and will be operated out of Fire Station 31 to provide an adequate training period for the new hires to be able to maintain manning requirements once Fire Station 40 is operational. (Impact Fee Eligible)

<u>Funding Source:</u>	FY24	FY25	FY26	FY27	FY28	Total
Impact Fee Fund	\$ 301,500					\$ 301,500

Capital Improvement

<u>Expenditure:</u>	FY24	FY25	FY26	FY27	FY28	Total
Machinery & Equipment	\$ 301,500					\$ 301,500

<u>Estimated Revenues:</u>	FY24	FY25	FY26	FY27	FY28	Total
						\$ 0

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Estimated Operating

<u>Expenses:</u>	FY24	FY25	FY26	FY27	FY28	Total
						\$ 0

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Capital Item Detail
SCBA Packs

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Department:	FIRE	Location:	All Stations
Division:	Operations	District:	City Wide
Account Number:	360-3001-522.64-00	Project Number:	N/A
Type:	Replacement	Useful Life:	12-20 yrs

Description:

Replace all (60) Self-Contained Breathing Apparatus (SCBA) to current NFPA standards. Our current SCBAs are at 2007 NFPA standards, 2018 NFPA is the current standard, and 2023 NFPA standards are being released.

Justification:

Replace aging SCBA and bring compliance up to meet all current NFPA standards. It is becoming increasingly difficult to get the parts that we need for repairs. Additionally this change would provide increased safety for our crews because the emergency connections would be consistent county wide.

<u>Funding Source:</u>	FY24	FY25	FY26	FY27	FY28	Total
General Fund to CIP	\$ 605,000					\$ 605,000

Capital Improvement

<u>Expenditure:</u>	FY24	FY25	FY26	FY27	FY28	Total
Machinery & Equipment	\$ 605,000					\$ 605,000

<u>Estimated Revenues:</u>	FY24	FY25	FY26	FY27	FY28	Total
						\$ 0

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Estimated Operating

<u>Expenses:</u>	FY24	FY25	FY26	FY27	FY28	Total
						\$ 0

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Capital Item Detail
SCBA Bottle Replacements

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Department:	FIRE	Location:	ALL Stations
Division:	Operations	District:	City Wide
Account Number:	360-3001-522.52-00	Project Number:	N/A
Type:	Replacement	Useful Life:	15 yrs

Description:

Replace SCBA bottles going out of service life.

Justification:

We are replacing four (4) carbon wrapped bottles which will expire within the next 18 months, these bottles only have a 15 year useful life.

<u>Funding Source:</u>	FY24	FY25	FY26	FY27	FY28	Total
General Fund to CIP	\$ 4,400					\$ 4,400

Capital Improvement

<u>Expenditure:</u>	FY24	FY25	FY26	FY27	FY28	Total
Operating Supplies	\$ 4,400					\$ 4,400

<u>Estimated Revenues:</u>	FY24	FY25	FY26	FY27	FY28	Total
						\$ 0

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Estimated Operating

<u>Expenses:</u>	FY24	FY25	FY26	FY27	FY28	Total
						\$ 0

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Capital Item Detail
Rescue Truck Replacement

Department:	FIRE	Location:	ST31
Division:	Operations	District:	2
Account Number:	360-3001-522.64-00	Project Number:	ST31
Type:	Replacement	Useful Life:	5-10 yrs

Description:

Replacement of vehicle #3, R132 which is a Rescue transport unit. (Including EMS Equipment of monitor, power load and stretcher @ \$90,000)

Justification:

This vehicle has 112,478 miles and 11,505 engine hours. With the current lag time in production of over 2 years a replacement is needed to ensure that we have operational equipment to respond to the needs of our Citizens. The price listed is the current cost and subject to change.

<u>Funding Source:</u>	FY24	FY25	FY26	FY27	FY28	Total
General Fund to CIP	\$ 640,500			\$ 500,000		\$ 1,140,500

Capital Improvement

<u>Expenditure:</u>	FY24	FY25	FY26	FY27	FY28	Total
Machinery & Equipment	\$ 640,500			\$ 500,000		\$ 1,140,500

<u>Estimated Revenues:</u>	FY24	FY25	FY26	FY27	FY28	Total
						\$ 0

Estimated Operating

<u>Expenses:</u>	FY24	FY25	FY26	FY27	FY28	Total
						\$ 0



Capital Item Detail
Inspector Vehicle Replacement

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Department:	FIRE	Location:	City Hall
Division:	Prevention	District:	City Wide
Account Number:	360-3002-522.64-00	Project Number:	N/A
Type:	Replacement	Useful Life:	10 yrs

Description:

Replace Fire Inspector vehicle #38. This cost includes the purchase of the vehicle, painting, graphics and the lighting package.

Justification:

Vehicle #38, is a GMC Canyon truck which has 133,949 miles and is 15 years old and exceeds two of the three criteria for vehicle replacement.

<u>Funding Source:</u>	FY24	FY25	FY26	FY27	FY28	Total
General Fund to CIP	\$ 75,000			\$ 80,000		\$ 155,000

Capital Improvement

<u>Expenditure:</u>	FY24	FY25	FY26	FY27	FY28	Total
Machinery & Equipment	\$ 75,000			\$ 80,000		\$ 155,000

<u>Estimated Revenues:</u>	FY24	FY25	FY26	FY27	FY28	Total
						\$ 0

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Estimated Operating

<u>Expenses:</u>	FY24	FY25	FY26	FY27	FY28	Total
						\$ 0

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Capital Item Detail
Paramedicine Vehicle (New)

Department:	FIRE	Location:	Station 31
Division:	Operations	District:	City Wide
Account Number:	133-3001-522.64-00	Project Number:	N/A
Type:	New	Useful Life:	10 yrs

Description:

Purchase vehicle to be used for the Fire Department's Paramedicine Community program. This cost includes the purchase of the vehicle, painting, graphics and lighting package.

Justification:

The Paramedicine Program currently uses a spare inspection vehicle when going to their appointments. The Paramedicine program would be better able to serve the citizens with a dedicated vehicle that could be used readily and be marked to properly identify the vehicle as Paramedicine.

<u>Funding Source:</u>	FY24	FY25	FY26	FY27	FY28	Total
Impact Fee Fund	\$ 60,000	\$ 46,000				\$ 106,000

Capital Improvement

<u>Expenditure:</u>	FY24	FY25	FY26	FY27	FY28	Total
Machinery & Equipment	\$ 60,000	\$ 46,000				\$ 106,000

<u>Estimated Revenues:</u>	FY24	FY25	FY26	FY27	FY28	Total
						\$ 106,000

Estimated Operating

<u>Expenses:</u>	FY24	FY25	FY26	FY27	FY28	Total
						\$ 0



Capital Item Detail
ST32/ST38 Kitchens

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Department:	FIRE	Location:	ST32 & ST38
Division:	Operations	District:	City Wide
Account Number:	360-3001-522.62-00	Project Number:	
Type:	Replacement	Useful Life:	10-15 yrs

Description:

Replace and redesign the cabinets and use of space to create a better cooking and eating environment for the crew of 5 at each fire station.

Justification:

The kitchens at stations 32 and 38 are over 20 and 35 years old respectively and are original to the buildings. The cabinets are worn out, not in good shape and no longer accommodate the needs of the fire station's current use. New cabinets could be designed to utilize the space better for the cooking and eating space for 5+ personnel and create better storage.

<u>Funding Source:</u>	FY24	FY25	FY26	FY27	FY28	Total
General Fund Transfer CIP	\$ 30,000					\$ 30,000

Capital Improvement

<u>Expenditure:</u>	FY24	FY25	FY26	FY27	FY28	Total
Buildings	\$ 30,000					\$ 30,000

<u>Estimated Revenues:</u>	FY24	FY25	FY26	FY27	FY28	Total
						\$ 0

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Estimated Operating

<u>Expenses:</u>	FY24	FY25	FY26	FY27	FY28	Total
						\$ 0

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Capital Item Detail Bunker Gear Extractor Replacement

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Department:	FIRE	Location:	ST31
Division:	Operations	District:	City Wide
Account Number:	360-3001-522.64-00	Project Number:	N/A
Type:	Replacement	Useful Life:	10 yrs

Description:

Capital improvement request to replace our 20+ year old gear extractor at station 31. Requested replacement extractor will be a Circul-Air Corp International 55lb machine, Item # CACHMHD-55. This machine can handle 3 additional pieces of clothing per cycle more than the current machine does. This machine comes programmed to NFPA 1851 standards and will reduce our overtime, cleaning and repair/replacement costs .

Justification:

Our 20+ year old gear extractor at station 31 cannot be programmed to NFPA 1851 standards and because of this may be damaging our gear. The biggest issue with these older machines is that they damage the moisture barrier. These can become very expensive to repair and are damaged because the machines spin too quickly. The projected extractor comes programmed to NFPA standards and would prolong the life of our bunker gear, reducing repair/replacement costs.

<u>Funding Source:</u>	FY24	FY25	FY26	FY27	FY28	Total
General Fund to CIP	\$ 22,000					\$ 22,000

Capital Improvement

<u>Expenditure:</u>	FY24	FY25	FY26	FY27	FY28	Total
Machinery & Equipment	\$ 22,000					\$ 22,000

<u>Estimated Revenues:</u>	FY24	FY25	FY26	FY27	FY28	Total
						\$ 0

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Estimated Operating

<u>Expenses:</u>	FY24	FY25	FY26	FY27	FY28	Total
						\$ 0

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CITY OF SANFORD FLORIDA

Capital Item Detail Chairs

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Department:	City Manager	Location:	City Commission Chambers
Division:	City Commission	District:	City Wide
Account Number:	360-0102-512.52-00	Project Number:	N/A
Type:	Replacement	Useful Life:	

Description:

Seven (7) high back chairs in the City Commission chambers.

Justification:

Current chairs are damaged and falling apart.

<u>Funding Source:</u>	FY24	FY25	FY26	FY27	FY28	Total
General Fund to CIP	\$ 3,500					\$ 3,500

Capital Improvement

<u>Expenditure:</u>	FY24	FY25	FY26	FY27	FY28	Total
Operating Supplies	\$ 3,500					\$ 3,500

<u>Estimated Revenues:</u>	FY24	FY25	FY26	FY27	FY28	Total
						\$ 0

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Estimated Operating

<u>Expenses:</u>	FY24	FY25	FY26	FY27	FY28	Total
						\$ 0

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Capital Item Detail
Customer Counter and secure door

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Department:	Human Resources/Risk Management	Location:	City Hall
Division:	Human Resources/Risk Management	District:	1
Account Number:	360-0105-513.52-00	Project Number:	N/A
Type:	Replacement	Useful Life:	10 Years

Description:

Move Customer Counter and add a secure door to work area

Justification:

One records storage room with confidential personnel records, invoices, and other storage items is outside the department work area. Proposing to move the customer counter forward about 10 feet to allow for the storage room to be inside the department work area and in a more secure environment. Additionally, add a secure doorway and customer counter, similar to the Development Service secure door and customer counter.

<u>Funding Source:</u>	FY24	FY25	FY26	FY27	FY28	Total
General Fund to CIP	\$ 18,000					\$ 18,000

Capital Improvement

<u>Expenditure:</u>	FY24	FY25	FY26	FY27	FY28	Total
Operating Supplies	\$ 18,000					\$ 18,000

<u>Estimated Revenues:</u>	FY24	FY25	FY26	FY27	FY28	Total
						\$ 0

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Estimated Operating

<u>Expenses:</u>	FY24	FY25	FY26	FY27	FY28	Total
						\$ 0

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Capital Item Detail
Replacement of Old Office furniture

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Department:	Human Resources/Risk Management	Location:	City Hall
Division:	Human Resources/Risk Management	District:	1
Account Number:	360-0105-513.52-00	Project Number:	N/A
Type:	Replacement	Useful Life:	10 Years

Description:

Replace 5 customer chairs at @\$200 each = \$1,000. Plus, replace one desk for Dixie at \$1,200.

Justification:

Furniture is old and worn out, all that are being replaced have been here a minimum of 14 years.

<u>Funding Source:</u>	FY24	FY25	FY26	FY27	FY28	Total
General Fund to CIP	\$ 2,400					\$ 2,400

Capital Improvement

<u>Expenditure:</u>	FY24	FY25	FY26	FY27	FY28	Total
Operating Supplies	\$ 2,400					\$ 2,400

<u>Estimated Revenues:</u>	FY24	FY25	FY26	FY27	FY28	Total
						\$ 0

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Estimated Operating

<u>Expenses:</u>	FY24	FY25	FY26	FY27	FY28	Total
						\$ 0

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Capital Item Detail
Mobile Projector

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Department:	Human Resources/Risk Management	Location:	City Wide
Division:	Human Resources/Risk Management	District:	City Wide
Account Number:	360-0105-513.52-00	Project Number:	N/A
Type:	New	Useful Life:	10 Years

Description:

Bluetooth capable mobile projector.

Justification:

Will allow for video presentations using cell phones or laptops in rooms and locations where a projector is not for meetings, trainings, etc. Just as the portable bluetooth speaker we use on a fairly regular basis has been a great asset, so will this projector.

<u>Funding Source:</u>	FY24	FY25	FY26	FY27	FY28	Total
General Fund to CIP	\$ 150					\$ 150

Capital Improvement

<u>Expenditure:</u>	FY24	FY25	FY26	FY27	FY28	Total
Operating Supplies	\$ 150					\$ 150

<u>Estimated Revenues:</u>	FY24	FY25	FY26	FY27	FY28	Total
						\$ 0

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Estimated Operating

<u>Expenses:</u>	FY24	FY25	FY26	FY27	FY28	Total
						\$ 0

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Capital Item Detail
Replacement Equipment and Hardware

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Department:	Finance	Location:	City/Department Wide
Division:	IT	District:	City Wide
Account Number:	360-0402-513.52-00	Project Number:	N/A
Type:	Replacement	Useful Life:	6 years

Description:

City employees rely on stable and efficient computers to perform their job responsibilities at a high level. IT replaces computers every 5 years to ensure IT services are reliable and secure.

Justification:

Total cost of ownership to support a computer device increases significantly after year 4 of computer usage. In addition, operating system, applications, and security practices increasingly demands newer technology to support these services. This is an ongoing effort and this request projects the costs through 2028.

<u>Funding Source:</u>	FY24	FY25	FY26	FY27	FY28	Total
General Fund to CIP	\$ 125,000	\$ 150,000	\$ 250,000	\$ 125,000	\$ 125,000	\$ 775,000

Capital Improvement

<u>Expenditure:</u>	FY24	FY25	FY26	FY27	FY28	Total
Operating Supplies	\$ 125,000	\$ 150,000	\$ 250,000	\$ 125,000	\$ 125,000	\$ 775,000

<u>Estimated Revenues:</u>	FY24	FY25	FY26	FY27	FY28	Total
						\$ 0

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Estimated Operating

<u>Expenses:</u>	FY24	FY25	FY26	FY27	FY28	Total
						\$ 0

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Capital Item Detail Digital Transformation Project

Department:	Finance	Location:	City Wide
Division:	IT	District:	City Wide
Account Number:	360-0402-513.31-00	Project Number:	ITDIGI
Type:	New	Useful Life:	10 years

Description:

The Coronavirus pandemic rocked the status quo throughout the City. Staff is rethinking how they produce services and customers are demanding to change how they consume those services. Some key processes were moved "online" to support a virtual environment. From this experience produced positive results, and an increased demand was created to replace manual-paper based to more efficient online experiences. This is a continuation of the existing project.

Justification:

Digital transformation is the process of using technologies to create new or modify existing business processes, culture, and internal and external customer experiences to meet future challenges. Reimagining how business is conducted in the future in the digital age is digital transformation.

Digital transformation begins and ends with how you think about and engage with customers. As we move from paper to smart applications, we have the chance to reimagine how we do business with technology.

Funding Source:	FY24	FY25	FY26	FY27	FY28	Total
General Fund to CIP	\$ 100,000					\$ 100,000

Capital Improvement

<u>Expenditure:</u>	FY24	FY25	FY26	FY27	FY28	Total
Professional Services	\$ 100,000					\$ 100,000

<u>Estimated Revenues:</u>	FY24	FY25	FY26	FY27	FY28	Total
						\$ 0

Estimated Operating

<u>Expenses:</u>	FY24	FY25	FY26	FY27	FY28	Total
						\$ 0



Capital Item Detail
AS400 Failover server

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Department:	Finance	Location:	City/Department Wide
Division:	IT	District:	City Wide
Account Number:	360-0402-513.64-00	Project Number:	N/A
Type:	New	Useful Life:	7 years

Description:

The Meter Exchange solution recommends a redundant fail-over server for the City's Financial and Utilities ERP (AS400) application. The new water meter system interfaces with the ERP application 24x7 and requires a constant connection with 20,000 meters.

Justification:

When the ERP server experiences an extensive outage then 20,000 water meters will not be able to connect and report water usage. If server requires replacement this could take weeks or months due to supply chain shortages. A fail-over server will provide a quick recovery of the primary server.

<u>Funding Source:</u>	FY24	FY25	FY26	FY27	FY28	Total
General Fund to CIP	\$ 45,000					\$ 45,000

Capital Improvement

<u>Expenditure:</u>	FY24	FY25	FY26	FY27	FY28	Total
Machinery & Equipment	\$ 45,000					\$ 45,000

<u>Estimated Revenues:</u>	FY24	FY25	FY26	FY27	FY28	Total
						\$ 0

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Estimated Operating

<u>Expenses:</u>	FY24	FY25	FY26	FY27	FY28	Total
						\$ 0

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Capital Item Detail

Replacement Network switches

Department:	Finance	Location:	City Wide
Division:	IT	District:	City Wide
Account Number:	360-0402-513.64-00	Project Number:	N/A
Type:	Replacement	Useful Life:	7 years

Description:

Network Site Switches
 The supply chain shortage significantly increased the replacement time for network equipment by vendors.
 The network site switches are critical devices that direct City network traffic at site locations.

Justification:

Having backup network site switches will provide the ability to recover network traffic in a matter of hours instead of days or weeks at critical sites.

<u>Funding Source:</u>	FY24	FY25	FY26	FY27	FY28	Total
General Fund to CIP	\$ 30,000					\$ 30,000

Capital Improvement

<u>Expenditure:</u>	FY24	FY25	FY26	FY27	FY28	Total
Machinery & Equipment	\$ 30,000					\$ 30,000

<u>Estimated Revenues:</u>	FY24	FY25	FY26	FY27	FY28	Total
						\$ 0

Estimated Operating

<u>Expenses:</u>	FY24	FY25	FY26	FY27	FY28	Total
						\$ 0



Capital Item Detail
Replacement Security Door Controllers

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Department:	Finance	Location:	City/Department Wide
Division:	IT	District:	City Wide
Account Number:	360-0402-513.52-00	Project Number:	N/A
Type:	Replacement	Useful Life:	7 years

Description:

The building security door controller fleet that provides badge access to exterior and interior entrances is rapidly aging. Staff predicts the rate of failure will quickly increase in the next 6 months. This will be a multi-year project with hundreds of door controllers that will need to be replaced.

Justification:

Door controllers that cannot be replaced will require manual lock and unlock attention by staff causing a disruption in productivity and in some situations staff will be required to be present.

<u>Funding Source:</u>	FY24	FY25	FY26	FY27	FY28	Total
General Fund to CIP	\$ 75,000	\$ 150,000	\$ 150,000			\$ 375,000

Capital Improvement

<u>Expenditure:</u>	FY24	FY25	FY26	FY27	FY28	Total
Operating Supplies	\$ 75,000	\$ 150,000	\$ 150,000			\$ 375,000

<u>Estimated Revenues:</u>	FY24	FY25	FY26	FY27	FY28	Total
						\$ 0.00

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Estimated Operating

<u>Expenses:</u>	FY24	FY25	FY26	FY27	FY28	Total
						\$ 0.00

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Capital Item Detail Replacement Security Cameras

Department:	Finance	Location:	City/Department Wide
Division:	IT	District:	City Wide
Account Number:	360-0402-513.52-00	Project Number:	N/A
Type:	Replacement	Useful Life:	7 years

Description:

The building security cameras fleet that provides surveillance video is rapidly aging. Staff predicts the rate of failure will quickly increase in the next 6 months. This will be a multi-year project with numerous security cameras will need to be replaced.

Justification:

Security cameras that cannot be replaced hinders the City to conduct investigations of security breaches and vandalism incidents.

<u>Funding Source:</u>	FY24	FY25	FY26	FY27	FY28	Total
General Fund to CIP	\$ 50,000	\$ 50,000	\$ 50,000			\$ 150,000

Capital Improvement

<u>Expenditure:</u>	FY24	FY25	FY26	FY27	FY28	Total
Operating Supplies	\$ 50,000	\$ 50,000	\$ 50,000			\$ 150,000

<u>Estimated Revenues:</u>	FY24	FY25	FY26	FY27	FY28	Total
						\$ 0

Estimated Operating

<u>Expenses:</u>	FY24	FY25	FY26	FY27	FY28	Total
						\$ 0



Capital Item Detail

Firewall - Hotspare

Department:	Finance	Location:	City/Department Wide
Division:	IT	District:	City Wide
Account Number:	360-0402-513.64-00	Project Number:	N/A
Type:	New	Useful Life:	5 years

Description:

The Network Firewalls provide the first line of cybersecurity defense to the City network, applications, and data.

Justification:

When a firewall experiences an extended outage it severely impacts network traffic and leaves the network vulnerable to cybersecurity attacks. If a Firewall requires replacement this could take weeks or months due to supply chain shortages. This request will support comprehensive disaster recovery and business continuity plans.

<u>Funding Source:</u>	FY24	FY25	FY26	FY27	FY28	Total
General Fund to CIP	\$ 40,000					\$ 40,000

Capital Improvement

<u>Expenditure:</u>	FY24	FY25	FY26	FY27	FY28	Total
Machinery & Equipment	\$ 40,000					\$ 40,000

<u>Estimated Revenues:</u>	FY24	FY25	FY26	FY27	FY28	Total
						\$ 0

Estimated Operating

<u>Expenses:</u>	FY24	FY25	FY26	FY27	FY28	Total
						\$ 0



CITY OF SANFORD FLORIDA

Capital Item Detail Police Vehicles

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Department:	Police	Location:	Add
Division:	Patrol and Investigation	District:	City Wide
Account Number:	360-2020-521.64-00	Project Number:	N/A
Type:	Replacement	Useful Life:	6 Years

Description:

9) Marked Units, (1) K9 Unit, (4) Slick top units, (1) unmarked, (2) CSO vehicles, and 17 AEDs (one per unit)

Justification:

Providing efficient police services within a municipality requires officers to patrol and respond to calls for service in an assigned reliable police vehicle. Due to the nature of municipal law enforcement work, police vehicles must endure rigorous service. Fleet Maintenance provides outstanding service for the Police Department's fleet and recommends annually which vehicles should be replaced. They track the age, mileage and the amount of funding that is annually expended to maintain each veh.

<u>Funding Source:</u>	FY24	FY25	FY26	FY27	FY28	Total
Debt Service	\$ 1,108,985					\$ 1,108,985

Capital Improvement

<u>Expenditure:</u>	FY24	FY25	FY26	FY27	FY28	Total
Machinery & Equipment	\$ 1,108,985					\$ 1,108,985

<u>Estimated Revenues:</u>	FY24	FY25	FY26	FY27	FY28	Total
						\$ 0

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Estimated Operating

<u>Expenses:</u>	FY24	FY25	FY26	FY27	FY28	Total
						\$ 0

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Capital Item Detail
Two Police K9

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Department:	Police	Location:	Patrol
Division:	Patrol	District:	City Wide
Account Number:	360-2020-521.64-00	Project Number:	N/A
Type:	Replacement	Useful Life:	8 Years

Description:

Purchase two K9s with basic obedience training and additional handler training.

Justification:

The two newly purchased K9s would replace the two K9s that are due for retirement due to age and medical conditions.

<u>Funding Source:</u>	FY24	FY25	FY26	FY27	FY28	Total
General Fund to CIP	\$ 29,000					\$ 29,000

Capital Improvement

<u>Expenditure:</u>	FY24	FY25	FY26	FY27	FY28	Total
Machinery & Equipment	\$ 29,000					\$ 29,000

<u>Estimated Revenues:</u>	FY24	FY25	FY26	FY27	FY28	Total
						\$ 0

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Estimated Operating

<u>Expenses:</u>	FY24	FY25	FY26	FY27	FY28	Total
						\$ 0

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Capital Item Detail
PowerFTO program

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Department:	Police	Location:	N/A
Division:	Training	District:	City Wide
Account Number:	360-2020-521.46-00	Project Number:	
Type:	New	Useful Life:	1 Year

Description:

PowerFTO program reduces paperwork while simplifying field training documentation which will save time and resources. A cloud-based platform allows for ease of information sharing between agency personnel and enhanced training performance.

Justification:

Implementing a digital application for the field training process will streamline daily observation reports which are currently printed out via a multi-user, shareable application.

<u>Funding Source:</u>	FY24	FY25	FY26	FY27	FY28	Total
Impact Fee Fund	\$ 6,750	\$ 4,200	\$ 4,200	\$ 4,200	\$ 4,200	\$ 23,550

Capital Improvement

<u>Expenditure:</u>	FY24	FY25	FY26	FY27	FY28	Total
Repair and Maintenance	\$ 6,750	\$ 4,200	\$ 4,200	\$ 4,200	\$ 4,200	\$ 23,550

<u>Estimated Revenues:</u>	FY24	FY25	FY26	FY27	FY28	Total
						\$ 0

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Estimated Operating

<u>Expenses:</u>	FY24	FY25	FY26	FY27	FY28	Total
						\$ 0

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Capital Item Detail
In- Car Radios

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Department:	Police	Location:	Fleet
Division:	Patrol and Investigation	District:	City Wide
Account Number:	360-2020-521.52-00	Project Number:	N/A
Type:	New	Useful Life:	6 Years

Description:

APX 6500 Mobile Radios and Mics

Justification:

In 2013 a grant allowed the Police Department to buy a one time purchase bulk of in-car radios. There are no more in-car radios from the 2013 grant. This is forcing the Police Department to buy these radios for our vehicles. In-car radios allow for a secondary form of communication for an officer and the dispatcher or other officers. This ensures officer safety while on patrol.

<u>Funding Source:</u>	FY24	FY25	FY26	FY27	FY28	Total
Impact Fee Fund	\$ 34,800					\$ 34,800

Capital Improvement

<u>Expenditure:</u>	FY24	FY25	FY26	FY27	FY28	Total
Operating Supplies	\$ 34,800					\$ 34,800

<u>Estimated Revenues:</u>	FY24	FY25	FY26	FY27	FY28	Total
						\$ 0

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Estimated Operating

<u>Expenses:</u>	FY24	FY25	FY26	FY27	FY28	Total
						\$ 0

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Capital Item Detail
Portable Radios

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Department:	Police	Location:	Records
Division:	All divisions	District:	City Wide
Account Number:	360-2020-521.64-00	Project Number:	N/A
Type:	Replacement	Useful Life:	10 Years

Description:

Portable radio, APX 6000 Portable Radio and accessories

Justification:

Purchasing 5 portable radios a year will allow the Police Department to ensure safe means of communication for officers in the field. In previous years, this was a budgeted item. With the inflation, price per radio exceeds \$5,000

<u>Funding Source:</u>	FY24	FY25	FY26	FY27	FY28	Total
General Fund to CIP	\$ 50,000					\$ 50,000

Capital Improvement

<u>Expenditure:</u>	FY24	FY25	FY26	FY27	FY28	Total
Machinery & Equipment	\$ 50,000					\$ 50,000

<u>Estimated Revenues:</u>	FY24	FY25	FY26	FY27	FY28	Total
						\$ 0

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Estimated Operating

<u>Expenses:</u>	FY24	FY25	FY26	FY27	FY28	Total
						\$ 0

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Capital Item Detail
2023 Ford F250 Service Body Trucks

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Department:	Parks and Recreation	Location:	6th Street
Division:	Parks	District:	City Wide
Account Number:	360-5508-572.64-00	Project Number:	N/A
Type:	Replacement	Useful Life:	10 years

Description:

Replace vehicles #160. Per Fleet Maintenance the vehicles have met mileage age and repair cost.

Justification:

#160 2009 Ford F250 Service body w/ pipe rack. These vehicles are used to install and repair irrigation systems throughout the City and contain all of the tools and materials to complete the work. 28 Parks, 7 miles of trails, 14 traffic medians, 7 facilities.

<u>Funding Source:</u>	FY24	FY25	FY26	FY27	FY28	Total
General Fund to CIP	\$ 43,614					\$ 43,614

Capital Improvement

<u>Expenditure:</u>	FY24	FY25	FY26	FY27	FY28	Total
Machinery & Equipment	\$ 43,614					\$ 43,614

<u>Estimated Revenues:</u>	FY24	FY25	FY26	FY27	FY28	Total
						\$ 0

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Estimated Operating

<u>Expenses:</u>	FY24	FY25	FY26	FY27	FY28	Total
						\$ 0

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Capital Item Detail
Toro Workman MDX

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Department:	Parks and Recreation	Location:	Stadium
Division:	Facilities	District:	1
Account Number:	360-5502-575.64-00	Project Number:	N/A
Type:	New	Useful Life:	10

Description:

Toro Workman MDX with canopy and cargo bed lift cart
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Justification:

Current workman is a 2006 model with 1765 hours (~140,000 miles) to transport people and material (dirt, mulch, clay) in the cargo bed.

<u>Funding Source:</u>	FY24	FY25	FY26	FY27	FY28	Total
Impact Fee Fund	\$ 15,103					\$ 15,103

Capital Improvement

<u>Expenditure:</u>	FY24	FY25	FY26	FY27	FY28	Total
Machinery & Equipment	\$ 15,103					\$ 15,103

<u>Estimated Revenues:</u>	FY24	FY25	FY26	FY27	FY28	Total
						\$ 0

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<u>Estimated Operating Expenses:</u>	FY24	FY25	FY26	FY27	FY28	Total
						\$ 0

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Capital Item Detail Toro Rake-O-Vac

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Department:	Parks and Recreation	Location:	Stadium
Division:	Facilities	District:	1
Account Number:	360-5502-575.64-00	Project Number:	N/A
Type:	New	Useful Life:	15 Years

Description:

Toro Rack-O-Vac

Justification:

Current one does not have replacement parts available and has been retired. The Mellonville field has to be verticut with a sweeper to prevent thatch from building up and killing the grass.

<u>Funding Source:</u>	FY24	FY25	FY26	FY27	FY28	Total
Impact Fee Fund	\$ 45,481					\$ 45,481

Capital Improvement

<u>Expenditure:</u>	FY24	FY25	FY26	FY27	FY28	Total
Machinery & Equipment	\$ 45,481					\$ 45,481

<u>Estimated Revenues:</u>	FY24	FY25	FY26	FY27	FY28	Total
						\$ 0

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Estimated Operating

<u>Expenses:</u>	FY24	FY25	FY26	FY27	FY28	Total
						\$ 0

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Capital Item Detail Lawn Equipment

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Department:	Parks and Recreation	Location:	Parks II
Division:	Parks	District:	City Wide
Account Number:	360-5508-572.64-00	Project Number:	N/A
Type:	Replacement	Useful Life:	3 years

Description:

Replacement of 72" riding lawn mowers
Spray Master 60 gal & 7 Gal ISO tank kit w/5GPM pump RH mount

Justification:

Equipment has many hours of daily maintenance for Parks, Trail, Traffic Medians and Facilities. Equipment is evaluated on years of use, runtime hours and cost for maintenance.

<u>Funding Source:</u>	FY24	FY25	FY26	FY27	FY28	Total
General Fund to CIP	\$ 20,932	\$ 40,000			\$ 50,000	\$ 110,932

Capital Improvement

<u>Expenditure:</u>	FY24	FY25	FY26	FY27	FY28	Total
Machinery & Equipment	\$ 20,932	\$ 40,000			\$ 50,000	\$ 110,932

<u>Estimated Revenues:</u>	FY24	FY25	FY26	FY27	FY28	Total
						\$ 0

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Estimated Operating

<u>Expenses:</u>	FY24	FY25	FY26	FY27	FY28	Total
						\$ 0

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Capital Item Detail
Groveview Park Playground Replacement

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Department:	Parks and Recreation	Location:	Groveview Park
Division:	Parks	District:	3
Account Number:	360-5508-572.63-00	Project Number:	PG2001
Type:	Replacement	Useful Life:	

Description:

Install new 5-12 year old playground equipment w/ rubberized safety surface \$250,000 and replace 2-5 year old playground equipment w/ruberized safety surface \$150,000.

Justification:

There is no play equipment for the 5-12 year old children and the 2-5 year old equipment is over 20 years old and needs to be replaced due to decks delaminating and inability to find replacement parts.

<u>Funding Source:</u>	FY24	FY25	FY26	FY27	FY28	Total
General Fund to CIP	\$ 150,000					\$ 150,000
General Fund to CIP	\$ 250,000					\$ 250,000

Capital Improvement

<u>Expenditure:</u>	FY24	FY25	FY26	FY27	FY28	Total
Improve other than bldg	\$ 400,000					\$ 400,000

<u>Estimated Revenues:</u>	FY24	FY25	FY26	FY27	FY28	Total
						\$ 0

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Estimated Operating

<u>Expenses:</u>	FY24	FY25	FY26	FY27	FY28	Total
						\$ 0

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Capital Item Detail Ft. Mellon Park Picnic Tables

Department:	Parks and Recreation	Location:	Ft. Mellon Park
Division:	Parks	District:	1
Account Number:	360-5508-572.63-00	Project Number:	PG0703
Type:	Replacement	Useful Life:	15 Years

Description:

Fifteen 6' ADA Steel Picnic Tables, Recycled Plastic, Thirty-nine 6' Steel Picnic Tables, Recycled Plastic Galvanized Legs, longer life

Justification:

Tables in the park are at the end of the useful life and need to be replaced. Installed June of '09 installed (13 years old). Due to the brackish water along Lake Monroe and the Chlorine used at the splash pad these tables are rusting beyond repair and the wood checking is hazardous to users. Several tables were removed last year.

<u>Funding Source:</u>	FY24	FY25	FY26	FY27	FY28	Total
General Fund Transfer CIP	\$ 242,539					\$ 242,539

Capital Improvement

<u>Expenditure:</u>	FY24	FY25	FY26	FY27	FY28	Total
Improve other than bldg	\$ 242,539					\$ 242,539

<u>Estimated Revenues:</u>	FY24	FY25	FY26	FY27	FY28	Total
						\$ 0

Estimated Operating

<u>Expenses:</u>	FY24	FY25	FY26	FY27	FY28	Total
						\$ 0



Capital Item Detail Lee P. Moore Park Repairs

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Department:	Parks and Recreation	Location:	Lee P. Moore Park
Division:	Parks	District:	3
Account Number:	360-5508-572.46-00	Project Number:	PG0809
Type:	Replacement	Useful Life:	20 years

Description:

Replace 3,840 asphalt tennis/pickleball courts, repave and stripe the parking lot \$60,000. Estimate \$250,000 for the courts.

Justification:

The trail and courts need to be replaced due to age, cracking, asphalt depressions, root intrusion and trip and fall hazards. If these are not funded in this year they will need to be closed due to liability issues and notice the public.

<u>Funding Source:</u>	FY24	FY25	FY26	FY27	FY28	Total
General Fund to CIP	\$ 310,000					\$ 310,000

Capital Improvement

<u>Expenditure:</u>	FY24	FY25	FY26	FY27	FY28	Total
Repair and Maintenance	\$ 310,000					\$ 310,000

<u>Estimated Revenues:</u>	FY24	FY25	FY26	FY27	FY28	Total
						\$ 0

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Estimated Operating

<u>Expenses:</u>	FY24	FY25	FY26	FY27	FY28	Total
						\$ 0

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Capital Item Detail
A.C. Pool Filters

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Department:	Recreation	Location:	Pool
Division:	Facilities	District:	City Wide
Account Number:	360-5502-575.64-00	Project Number:	N/A
Type:	Replacement	Useful Life:	23 years

Description:

Replacement of all three pool filters and backwash valves with new units, including new filter gravel.

Justification:

Current filters are 23 years old and are leaking badly and inadequately filtering the pool water. These filters must be replaced by October 2023 to avoid a catastrophic failure.

<u>Funding Source:</u>	FY24	FY25	FY26	FY27	FY28	Total
General Fund to CIP	\$ 103,673					\$ 103,673

Capital Improvement

<u>Expenditure:</u>	FY24	FY25	FY26	FY27	FY28	Total
Machinery & Equipment	\$ 103,673					\$ 103,673

<u>Estimated Revenues:</u>	FY24	FY25	FY26	FY27	FY28	Total
	\$ 51,837					\$ 51,837

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Estimated Operating

<u>Expenses:</u>	FY24	FY25	FY26	FY27	FY28	Total
						\$ 0

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Capital Item Detail Security System

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Department:	Parks and Recreation	Location:	Museum
Division:	Museum	District:	1
Account Number:	360-5052-573.64-00	Project Number:	N/A
Type:	New	Useful Life:	10

Description:

High Definition Video Surveillance System needed.

Justification:

New system required to cover blind spots outside the building as well providing additional viewpoints inside the building. The new technology will greatly improve visibility and will be a very useful tool by staff.

<u>Funding Source:</u>	FY24	FY25	FY26	FY27	FY28	Total
Impact Fee Fund	\$ 7,900					\$7,900

Capital Improvement

<u>Expenditure:</u>	FY24	FY25	FY26	FY27	FY28	Total
Machinery & Equipment	\$ 7,900					\$7,900

<u>Estimated Revenues:</u>	FY24	FY25	FY26	FY27	FY28	Total
						\$ 0

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Estimated Operating

<u>Expenses:</u>	FY24	FY25	FY26	FY27	FY28	Total
						\$ 0

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Capital Item Detail
Flat Bed Dumptruck

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Department:	Public Works	Location:	City Wide
Division:	Streets	District:	City Wide
Account Number:	360-4047-541.64-00	Project Number:	N/A
Type:	Replacement	Useful Life:	15 years

Description:

Flat Bed Dump Truck Replacement Unit 44

Justification:

Meets two of the criteria.

<u>Funding Source:</u>	FY24	FY25	FY26	FY27	FY28	Total
General Fund to CIP	\$ 150,000					\$ 150,000

Capital Improvement

<u>Expenditure:</u>	FY24	FY25	FY26	FY27	FY28	Total
Machinery & Equipment	\$ 150,000					\$ 150,000

<u>Estimated Revenues:</u>	FY24	FY25	FY26	FY27	FY28	Total
						\$ 0

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Estimated Operating

<u>Expenses:</u>	FY24	FY25	FY26	FY27	FY28	Total
						\$ 0

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Capital Item Detail
Vehicle Replacement Unit 61

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Department:	Public Works	Location:	City Wide
Division:	Streets	District:	City Wide
Account Number:	360-4047-541.64-00	Project Number:	N/A
Type:	Replacement	Useful Life:	15 years

Description:

Vehicle Replacement for Unit 61.

Justification:

Sign shop pick up truck will meet two of the criteria.

<u>Funding Source:</u>	FY24	FY25	FY26	FY27	FY28	Total
General Fund to CIP	\$ 85,000					\$ 85,000

Capital Improvement

<u>Expenditure:</u>	FY24	FY25	FY26	FY27	FY28	Total
Machinery & Equipment	\$ 85,000					\$ 85,000

<u>Estimated Revenues:</u>	FY24	FY25	FY26	FY27	FY28	Total
						\$ 0

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Estimated Operating

<u>Expenses:</u>	FY24	FY25	FY26	FY27	FY28	Total
						\$ 0

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Capital Item Detail
Office Furniture

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Department:	Public Works	Location:	Public Works Complex
Division:	Streets	District:	1
Account Number:	360-4047-541.64-00	Project Number:	N/A
Type:	New	Useful Life:	

Description:

Office furniture for the new Public Works Safety Building

Justification:

Public Works will be getting a Public Works Operations Building and will need furniture

<u>Funding Source:</u>	FY24	FY25	FY26	FY27	FY28	Total
General Fund to CIP	\$ 5,000					\$ 5,000

Capital Improvement

<u>Expenditure:</u>	FY24	FY25	FY26	FY27	FY28	Total
Machinery & Equipment	\$ 5,000					\$ 5,000

<u>Estimated Revenues:</u>	FY24	FY25	FY26	FY27	FY28	Total
						\$ 0

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Estimated Operating

<u>Expenses:</u>	FY24	FY25	FY26	FY27	FY28	Total
						\$ 0

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Capital Item Detail Vehicle Replacement

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Department:	Public Works	Location:	City Wide
Division:	Facilities	District:	City Wide
Account Number:	function replace() { [native code] }	Project Number:	N/A
Type:	Replacement	Useful Life:	15

Description:

Replacement of vehicle 120

Justification:

Vehicle has met 2 criteria for replacement
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<u>Funding Source:</u>	FY24	FY25	FY26	FY27	FY28	Total
General Fund to CIP	\$ 45,000					\$ 0

Capital Improvement

<u>Expenditure:</u>	FY24	FY25	FY26	FY27	FY28	Total
Machinery & Equipment	\$ 45,000					\$ 0

<u>Estimated Revenues:</u>	FY24	FY25	FY26	FY27	FY28	Total
						\$ 0

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Estimated Operating

<u>Expenses:</u>	FY24	FY25	FY26	FY27	FY28	Total
						\$ 0

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Capital Item Detail City Hall Roof Replacement

Department:	Public Works	Location:	City Hall
Division:	Facilities	District:	1
Account Number:	360-4046-539.62-00	Project Number:	
Type:	Replacement	Useful Life:	30

Description:

Replacement of the City Hall roof is estimated at \$500k

Justification:

City Hall's roof has met it's life expectancy and is in need of replacement.

<u>Funding Source:</u>	FY24	FY25	FY26	FY27	FY28	Total
General Fund to CIP	\$ 2,600,000					\$ 2,600,000

Capital Improvement Expenditure:

	FY24	FY25	FY26	FY27	FY28	Total
Buildings	\$ 2,600,000					\$ 2,600,000

<u>Estimated Revenues:</u>	FY24	FY25	FY26	FY27	FY28	Total
						\$ 0

Estimated Operating Expenses:

	FY24	FY25	FY26	FY27	FY28	Total
						\$ 0



Capital Item Detail
ADA Compliance

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Department:	Public Works	Location:	City Wide
Division:	Facilities	District:	City Wide
Account Number:	360-4046-539.46-00	Project Number:	PWADA
Type:	Replacement	Useful Life:	

Description:

Replace, modify and install required equipment in order to comply with specific present ADA codes citywide.

Justification:

Mandated Federal requirements to meet new codes.
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<u>Funding Source:</u>	FY24	FY25	FY26	FY27	FY28	Total
General Fund to CIP	\$ 20,000					\$ 20,000

Capital Improvement

<u>Expenditure:</u>	FY24	FY25	FY26	FY27	FY28	Total
Repair and Maintenance	\$ 20,000					\$ 20,000

<u>Estimated Revenues:</u>	FY24	FY25	FY26	FY27	FY28	Total
						\$ 0

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Estimated Operating

<u>Expenses:</u>	FY24	FY25	FY26	FY27	FY28	Total
						\$ 0

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Capital Item Detail Office Furniture

Department:	Public Works	Location:	Public work Comple
Division:	Admin	District:	City Wide
Account Number:	360-4001-539.64-00	Project Number:	
Type:	New	Useful Life:	

Description:

Desks, tables and chairs

Justification:

Public Works will be getting a Public Works Operations Building and will need furniture

<u>Funding Source:</u>	FY24	FY25	FY26	FY27	FY28	Total
General Fund to CIP	\$ 7,500					\$ 7,500

Capital Improvement Expenditure:

	FY24	FY25	FY26	FY27	FY28	Total
Improve other than bldg	\$ 7,500					\$ 7,500

<u>Estimated Revenues:</u>	FY24	FY25	FY26	FY27	FY28	Total
						\$ 0

Estimated Operating Expenses:

	FY24	FY25	FY26	FY27	FY28	Total
						\$ 0



Capital Item Detail
Multi Media Video

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Department:	Public Works	Location:	Public Works Complex
Division:	Admin	District:	1
Account Number:	360-4001-539.64-00	Project Number:	N/A
Type:	New	Useful Life:	

Description:

Multi Media for new Public Works Operations Building

Justification:

Public Works will be getting a Public Works Operations Building and will need multi media

<u>Funding Source:</u>	FY24	FY25	FY26	FY27	FY28	Total
General Fund to CIP	\$ 7,500					\$ 7,500

Capital Improvement
Expenditure:

	FY24	FY25	FY26	FY27	FY28	Total
Machinery & Equipment	\$ 7,500					\$ 7,500

<u>Estimated Revenues:</u>	FY24	FY25	FY26	FY27	FY28	Total
						\$ 0

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Estimated Operating
Expenses:

FY24	FY25	FY26	FY27	FY28	Total
					\$ 0

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Capital Item Detail
ADA Compliance

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Department:	Public Works	Location:	City Wide
Division:	Facilities	District:	City Wide
Account Number:	138-4046-539.46-00	Project Number:	PWADA
Type:	Replacement	Useful Life:	

Description:

Replace, modify and install required equipment in order to comply with specific present ADA codes citywide.

Justification:

Mandated Federal requirements to meet new codes.

<u>Funding Source:</u>	FY24	FY25	FY26	FY27	FY28	Total
General Fund to CIP	\$150,000	\$110,000	\$110,000	\$110,000	\$110,000	\$590,000

Capital Improvement

<u>Expenditure:</u>	FY24	FY25	FY26	FY27	FY28	Total
Repair and Maintenance	\$150,000	\$110,000	\$110,000	\$110,000	\$110,000	\$590,000

<u>Estimated Revenues:</u>	FY24	FY25	FY26	FY27	FY28	Total
						\$ 0

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Estimated Operating

<u>Expenses:</u>	FY24	FY25	FY26	FY27	FY28	Total
						\$ 0

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Capital Item Detail Artisan Square Restroom

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Department:	Public Works	Location:	
Division:	3rd gen	District:	City Wide
Account Number:	138-4047-541.63-00	Project Number:	
Type:	New	Useful Life:	

Description:

A restroom like the one that was just added to the Marina will be put in Artisan Square

Justification:

A public restroom is needed in downtown Sanford

<u>Funding Source:</u>	FY24	FY25	FY26	FY27	FY28	Total
3rd Gen Fund	\$ 150,000					\$ 150,000

Capital Improvement

<u>Expenditure:</u>	FY24	FY25	FY26	FY27	FY28	Total
Buildings	\$ 150,000					\$ 150,000

<u>Estimated Revenues:</u>	FY24	FY25	FY26	FY27	FY28	Total
						\$ 0.00

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Estimated Operating

<u>Expenses:</u>	FY24	FY25	FY26	FY27	FY28	Total
						\$ 0.00

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CITY OF SANFORD FLORIDA

Capital Item Detail Aero Lane Construction

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Department:	Public Works	Location:	Aero Lane
Division:	3rd gen	District:	2
Account Number:	138-4047-541.63-00	Project Number:	
Type:	New	Useful Life:	

Description:

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Justification:

Aero Lane and 5th Street west of Aero Lane will be brought up to City Standards and have stormwater Improvements for safety reasons and to meet the needs of the extreme amount of development in the area.

<u>Funding Source:</u>	FY24	FY25	FY26	FY27	FY28	Total
3rd Gen Fund	\$ 3,500,000					\$ 3,500,000

Capital Improvement

<u>Expenditure:</u>	FY24	FY25	FY26	FY27	FY28	Total
Improve other than bldg	\$ 3,500,000					\$ 3,500,000

<u>Estimated Revenues:</u>	FY24	FY25	FY26	FY27	FY28	Total
						\$ 0

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Estimated Operating

<u>Expenses:</u>	FY24	FY25	FY26	FY27	FY28	Total
						\$ 0

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Capital Item Detail
Holly Ave Sidewalk

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Department:	Public Works	Location:	Holly Ave
Division:	3rd gen	District:	1
Account Number:	138-4047-541.31-00	Project Number:	
Type:	New	Useful Life:	

Description:

Holly Ave sidewalk 9th to HGB

Justification:

Sidewalks are needed in this area for safety of the residents

<u>Funding Source:</u>	FY24	FY25	FY26	FY27	FY28	Total
3rd Gen Fund	\$ 200,000					\$ 200,000

Capital Improvement

<u>Expenditure:</u>	FY24	FY25	FY26	FY27	FY28	Total
Professional Services	\$ 200,000					\$ 200,000

<u>Estimated Revenues:</u>	FY24	FY25	FY26	FY27	FY28	Total
						\$ 0

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Estimated Operating

<u>Expenses:</u>	FY24	FY25	FY26	FY27	FY28	Total
						\$ 0

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Capital Item Detail
Traffic Calming

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Department:	Public Works	Location:	City Wide
Division:	3rd gen	District:	City Wide
Account Number:	138-4047-541.63-00	Project Number:	
Type:	New	Useful Life:	

Description:

Speed tables

Justification:

After traffic studies are completed by the department it is determined if a speed table is needed in that area.

<u>Funding Source:</u>	FY24	FY25	FY26	FY27	FY28	Total
3rd Gen Fund	\$ 25,000	\$ 25,000	\$ 25,000	\$ 25,000	\$ 25,000	\$ 125,000

Capital Improvement

<u>Expenditure:</u>	FY24	FY25	FY26	FY27	FY28	Total
Improve other than bldg	\$ 25,000	\$ 25,000	\$ 25,000	\$ 25,000	\$ 25,000	\$ 125,000

<u>Estimated Revenues:</u>	FY24	FY25	FY26	FY27	FY28	Total
						\$ 0

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Estimated Operating

<u>Expenses:</u>	FY24	FY25	FY26	FY27	FY28	Total
						\$ 0

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Capital Item Detail
FDOT signalization modification

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Department:	Public Works	Location:	Upsala Rd
Division:	3rd gen	District:	1
Account Number:	138-4047-541.63-00	Project Number:	
Type:	New	Useful Life:	

Description:

FDOT will be modifying SR 46 from Upsala Road to French Avenue. Part of the improvements include safety features to address the queuing of Auto Train cars on SR 46. A signal will be installed at the intersection with Persimmon and the lanes will be shifted to allow a safer turning movement on to Persimmon.

Justification:

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<u>Funding Source:</u>	FY24	FY25	FY26	FY27	FY28	Total
3rd Gen Fund	\$ 100,000					\$ 100,000

Capital Improvement

<u>Expenditure:</u>	FY24	FY25	FY26	FY27	FY28	Total
Improve other than bldg	\$ 100,000					\$ 100,000

<u>Estimated Revenues:</u>	FY24	FY25	FY26	FY27	FY28	Total
						\$ 0

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Estimated Operating

<u>Expenses:</u>	FY24	FY25	FY26	FY27	FY28	Total
						\$ 0

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CITY OF SANFORD FLORIDA

Capital Item Detail

Persimmons FDOT Signalization Modification

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Department:	Public Works	Location:	Persimmon Ave
Division:	3rd gen	District:	2
Account Number:	138-4047-541.63-00	Project Number:	
Type:	New	Useful Life:	

Description:

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Justification:

Signalization modifications is needed at Persimmons due to FDOT

<u>Funding Source:</u>	FY24	FY25	FY26	FY27	FY28	Total
3rd Gen Fund	\$ 450,000					\$ 450,000

Capital Improvement

Expenditure:

	FY24	FY25	FY26	FY27	FY28	Total
Improve other than bldg	\$ 450,000					\$ 450,000

<u>Estimated Revenues:</u>	FY24	FY25	FY26	FY27	FY28	Total
						\$ 0

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Estimated Operating

Expenses:

	FY24	FY25	FY26	FY27	FY28	Total
						\$ 0

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Capital Item Detail Side Street Parking

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Department:	Public Works	Location:	Downtown Sanford
Division:	3rd gen	District:	1
Account Number:	138-4047-541.63-00	Project Number:	
Type:	New	Useful Life:	

Description:

Side street parking along downtown Sanford

Justification:

More parking is needed in downtown Sanford

<u>Funding Source:</u>	FY24	FY25	FY26	FY27	FY28	Total
3rd Gen Fund	\$ 150,000					\$ 150,000

Capital Improvement

<u>Expenditure:</u>	FY24	FY25	FY26	FY27	FY28	Total
Improve other than bldg	\$ 150,000					\$ 150,000

<u>Estimated Revenues:</u>	FY24	FY25	FY26	FY27	FY28	Total
						\$ 0

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Estimated Operating

<u>Expenses:</u>	FY24	FY25	FY26	FY27	FY28	Total
						\$ 0

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Capital Item Detail
Roadway Electric

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Department:	Public Works	Location:	City Wide
Division:	3rd gen	District:	City Wide
Account Number:	138-4047-541.63-00	Project Number:	
Type:	New	Useful Life:	

Description:

When a road is repaved the roadway electric has to be replaced

Justification:

To be able to have the lights work correctly the electric has to be replaced in the road

<u>Funding Source:</u>	FY24	FY25	FY26	FY27	FY28	Total
3rd Gen Fund	\$ 30,000	\$ 30,000	\$ 30,000	\$ 30,000	\$ 30,000	\$ 0

Capital Improvement

<u>Expenditure:</u>	FY24	FY25	FY26	FY27	FY28	Total
Improve other than bldg	\$ 30,000	\$ 30,000	\$ 30,000	\$ 30,000	\$ 30,000	\$ 0

<u>Estimated Revenues:</u>	FY24	FY25	FY26	FY27	FY28	Total
						\$ 0

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Estimated Operating

<u>Expenses:</u>	FY24	FY25	FY26	FY27	FY28	Total
						\$ 0

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Capital Item Detail
Roadway Signage

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Department:	Public Works	Location:	City Wide
Division:	3rd gen	District:	City Wide
Account Number:	138-4047-541.63-00	Project Number:	
Type:	New	Useful Life:	

Description:

Roadway signage

Justification:

Extra stop signs, yield signs, flashing signs are needed yearly to keep up with replacements and safety

<u>Funding Source:</u>	FY24	FY25	FY26	FY27	FY28	Total
3rd Gen Fund	\$ 75,000					\$ 75,000

Capital Improvement

<u>Expenditure:</u>	FY24	FY25	FY26	FY27	FY28	Total
Machinery & Equipment	\$ 75,000					\$ 75,000

<u>Estimated Revenues:</u>	FY24	FY25	FY26	FY27	FY28	Total
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Estimated Operating

<u>Expenses:</u>	FY24	FY25	FY26	FY27	FY28	Total
						\$ 0

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Capital Item Detail

Misc Concrete

Department:	Public Works	Location:	City Wide
Division:	3rd gen	District:	City Wide
Account Number:	138-4047-541.63-00	Project Number:	
Type:	New	Useful Life:	

Description:

Misc. concrete that is needed around the City.

Justification:

Replacing cracked and broken side walks and curbing around the City.

<u>Funding Source:</u>	FY24	FY25	FY26	FY27	FY28	Total
3rd Gen Fund	\$ 100,000	\$ 100,000	\$ 100,000	\$ 100,000	\$ 100,000	\$ 500,000

Capital Improvement

Expenditure:

	FY24	FY25	FY26	FY27	FY28	Total
Improve other than bldg	\$ 100,000	\$ 100,000	\$ 100,000	\$ 100,000	\$ 100,000	\$ 500,000

<u>Estimated Revenues:</u>	FY24	FY25	FY26	FY27	FY28	Total
						\$ 0

Estimated Operating

Expenses:

	FY24	FY25	FY26	FY27	FY28	Total
						\$ 0

GLOSSARY

- **GLOSSARY**

Glossary

Accrual Basis - Accounting basis whereby revenues are recorded when earned and expenses are recorded when a liability is incurred, regardless of the timing of related cash flows.

Activity - A specified and distinguishable line of work performed by a division.

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

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

Appropriation - An authorization made by the legislative body of a government, which permits officials to incur obligations and to make expenditures of governmental resources. Specific appropriations are usually made at the fund level and are granted for a one-year period.

Assets - Resources owned or held by the City, which have monetary value.

Balanced Budget - A budget adopted by the legislative body and authorized by ordinance where the proposed expenditures are equal to or less than the proposed resources.

Budget - A plan of financial operation, embodying an estimate of proposed means of financing it. The Budget "operating budget" is the financial plan adopted for a single fiscal year. The "proposed budget" designates the financial plan initially developed by departments and presented by the City Manager to the City Commission for approval. The "final budget" is the plan as modified and finally approved by that body. The approved budget is authorized by resolution and specifies the legal spending limits for the fiscal year.

Glossary

Budget Amendment - A legal procedure utilized by the City Staff and City Commission to revise a budget appropriation.

Budget Document - The compilation of the spending plans for the various funds, along with supporting schedules, tables and charts, which in total, comprises the annual revenue and expenditure plan.

Budget Message - A general discussion of the proposed budget presented in writing by the budget-making authority (City Manager) to the legislative body (City Commission).

Budgetary Control - The control or management of the organization in accordance with an approved budget for the purpose of keeping expenditures within the limitations of available appropriations and revenues.

Capital Budget - A plan of proposed capital outlays and the means of financing them for the current fiscal year.

Capital Improvement Program - A five-year plan for those expenditures anticipated within the City's capital improvement funds. It sets forth each project and its contemplated costs.

Current Taxes - Taxes that are levied and due within one year.

Encumbrances - Obligations in the form of purchase orders, contract or salary commitments, which are chargeable to an appropriation and for which a part of the appropriation is reserved. When paid, the encumbrance is liquidated.

Enterprise Fund - A fund established to account for operations that are financed and operated in a manner similar to private business enterprises-where the intent of the governing body is that the costs of providing goods or services to the general public on a continuing basis be financed or recovered primarily through user charges.

Expenditures - The cost of goods received or services rendered whether cash payments have been made or encumbered.

Glossary

Fiscal Year - A twelve-month period designated as the operating year for accounting and budgeting purposes in an organization. The City's fiscal year runs from October 1 through September 30.

Five-Year Capital Plan - A plan for capital expenditures to be incurred each year over a five-year period to meet capital needs arising from the long-term work program or other capital needs. It sets forth each project or other contemplated expenditure in which the government is to have a part.

Fund - An accounting entity established to control receipt and disbursement of income from sources set aside to support specific activities or attain certain objectives. Each fund is treated as a distinct fiscal entity with a self-balancing set of accounts.

Fund Balance - Fund balance is the excess of assets over liabilities. Fund Balance does not necessarily mean funds available for expenditure. Fund Balance can be restricted, committed, or assigned. Only the unassigned balance over the minimum fund balance policy, which for City of Sanford is 25% is available for allocation for future year budgets. A negative fund balance is often referred to as a *deficit*.

Funding - Provides budgetary resources to cover the total cost of a program or project at the time it is undertaken.

GAAP - Generally Accepted Accounting Principles.

GASB - Governmental Accounting Standards Board.

GASB 34 - Governmental Accounting Standards Board Statement Number 34. This requires division of the City's assets into Governmental Activities, Business-Type Activities, and Component Units using the accrual basis of accounting.

General Fund - The fund used to account for all financial resources except those required to be accounted for in another fund. The General Fund is tax supported and is the general operating fund of the City.

Glossary

Grant - This is a financial award given by the state government, federal government, or other agency to support a particular program or activity. Grant proceeds are restricted to the use stipulated by the Grant Award. Misuse or misappropriation of Grant funds can impact the City for years to come.

Infrastructure - That portion of a City's assets located at or below ground level, including the water system, sewer system, and streets.

One-Time Expenditures - These are one-time expenditures authorized on a fiscal year basis for a specific purpose, and are not expected to be recurring costs as a part of normal operating expenditures.

Ongoing Expenditures - These expenditures are authorized as a part of the budget process for recurring/ongoing operational needs.

Operating Budget - Plans of current expenditures and the proposed means of financing them. The annual operating budget is the primary means by which most of the financing, acquisition, spending, and service delivery activities of the City are controlled.

Public Hearing - a noticed meeting (per statute and/or ordinance) relating to legal action by the City Commission; usually requires that the public must be heard before action is taken.

Revenue - These are amounts estimated to be received from taxes and other sources during the fiscal year.

Roll-Back Rate - The millage necessary to raise the same amount of Ad Valorem tax revenue as the previous year, excluding taxes for new construction.

Rollover - Any equipment, contractual, commodity, or capital project that has been previously approved by the City Commission but for various reasons has not been implemented on schedule.

Glossary

Taxable Value - The assessed value less homestead and other exemptions, if applicable.

Truth in Millage - The Florida Truth in Millage Act (TRIM) serves to formalize the property tax levying process by requiring a specific method of tax rate calculation, form of notice, public hearing requirements, and advertisement specifications prior to the adoption of a budget tax rate.