



City of Flagler Beach
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Date: 8/28/20
To: Acting City Manager, Elected Officials
CC: Department Heads
From: Kathleen Doyle, Finance Director
Subject: Budget Book Changes from Workshop 8/20/2020

Since our workshop last week, City Staff has reviewed the budget for the General Fund and made several changes to the document. The Budget Book has also been updated with the changes to Utility Fund from the workshop.

Our Acting City Manager is presenting a budget with a rate of 5.4552, which is the roll back rate of 5.2850 plus the Florida Per Capita Personal Income Increase of 3.22%. This Increase is per Florida Statute 200.001. The Florida Office of Economic & Demographic Research calculates this rate, specifically, for the TRIM process to assist with the setting of Mil Rates. See attached document, from EDR. The Rate is also included annually to the City Commission when we set the tentative mil rate in July (included on Rates & Definitions Schedule).

Included is a new page showing the impact of the adjusted roll back on taxable values of \$100,000, \$200,000, etc.

As you review the updated budget, you will see the majority of decreases were to Workers Comp and Property Insurances. Our Workers Compensation for the City decreased over 11% when compared to our current rates. Increase to all other insurance was slightly less than 5%.

At the proposed Mil Rate, ad valorem taxes provide 58.32% of total revenues for the General Fund.

Kathleen Doyle

Florida Per Capita Personal Income For Millage Purposes History, Official Calculation, and Forecast

In accordance with the provisions of section 200.001(8)(i), Florida Statutes, Florida Per Capita Personal Income is calculated as follows: Quarterly Florida Total Personal Income averaged over the local government fiscal year, divided by official estimates of April 1 Florida Resident Population. Actual figures through 2019, third quarter, have been updated for revised Florida Personal Income figures released 12/18/19 by the U.S. Department of Commerce, Bureau of Economic Analysis. The personal income series is revised periodically; the final numbers are shown here but may not reflect the applicable levels for the historical period.

	Florida Personal Income, Local Government Fiscal Year \$ Millions	Florida Resident Population April 1 (1000's)	Florida Per Capita Personal Income	% Change
1990	\$251,084	12,938	\$19,407	4.37%
1991	\$261,467	13,259	\$19,720	1.61%
1992	\$274,446	13,498	\$20,332	3.10%
1993	\$291,973	13,730	\$21,265	4.59%
1994	\$307,455	14,044	\$21,892	2.95%
1995	\$329,313	14,336	\$22,971	4.93%
1996	\$351,400	14,623	\$24,031	4.61%
1997	\$373,019	14,938	\$24,971	3.91%
1998	\$406,567	15,230	\$26,695	6.90%
1999	\$430,923	15,580	\$27,659	3.61%
2000	\$462,720	15,983	\$28,951	4.67%
2001	\$492,250	16,305	\$30,190	4.28%
2002	\$507,427	16,634	\$30,505	1.04%
2003	\$530,646	16,980	\$31,251	2.45%
2004	\$573,238	17,375	\$32,992	5.57%
2005	\$628,662	17,778	\$35,362	7.18%
2006	\$686,980	18,154	\$37,842	7.01%
2007	\$721,989	18,447	\$39,139	3.43%
2008	\$732,798	18,614	\$39,368	0.59%
2009	\$688,906	18,687	\$36,866	-6.36%
2010	\$710,863	18,801	\$37,810	2.56%
2011	\$756,856	18,905	\$40,035	5.88%
2012	\$782,321	19,074	\$41,015	2.45%
2013	\$797,812	19,260	\$41,423	0.99%
2014	\$837,888	19,507	\$42,953	3.69%
2015	\$904,241	19,815	\$45,634	6.24%
2016	\$934,609	20,149	\$46,385	1.65%
2017	\$986,780	20,484	\$48,173	3.85%
2018	\$1,052,787	20,841	\$50,515	4.86%
2019	\$1,105,830	21,209	\$52,140	3.22%
2020*	\$1,161,717	21,556	\$53,893	3.36%
2021*	\$1,210,034	21,892	\$55,273	2.56%
2022*	\$1,261,663	22,220	\$56,781	2.73%
2023*	\$1,314,237	22,536	\$58,317	2.71%
2024*	\$1,371,836	22,839	\$60,066	3.00%
2025*	\$1,433,304	23,131	\$61,965	3.16%
2026*	\$1,496,135	23,411	\$63,907	3.13%
2027*	\$1,560,097	23,681	\$65,880	3.09%
2028*	\$1,627,602	23,939	\$67,990	3.20%

*Forecasts (beginning 2019, fourth quarter) are based on the 12/2019 Florida Economic Forecast and the 12/2019 Florida Demographic Forecast.

City of Flagler Beach



Draft Budget

Fiscal Year 2020-2021

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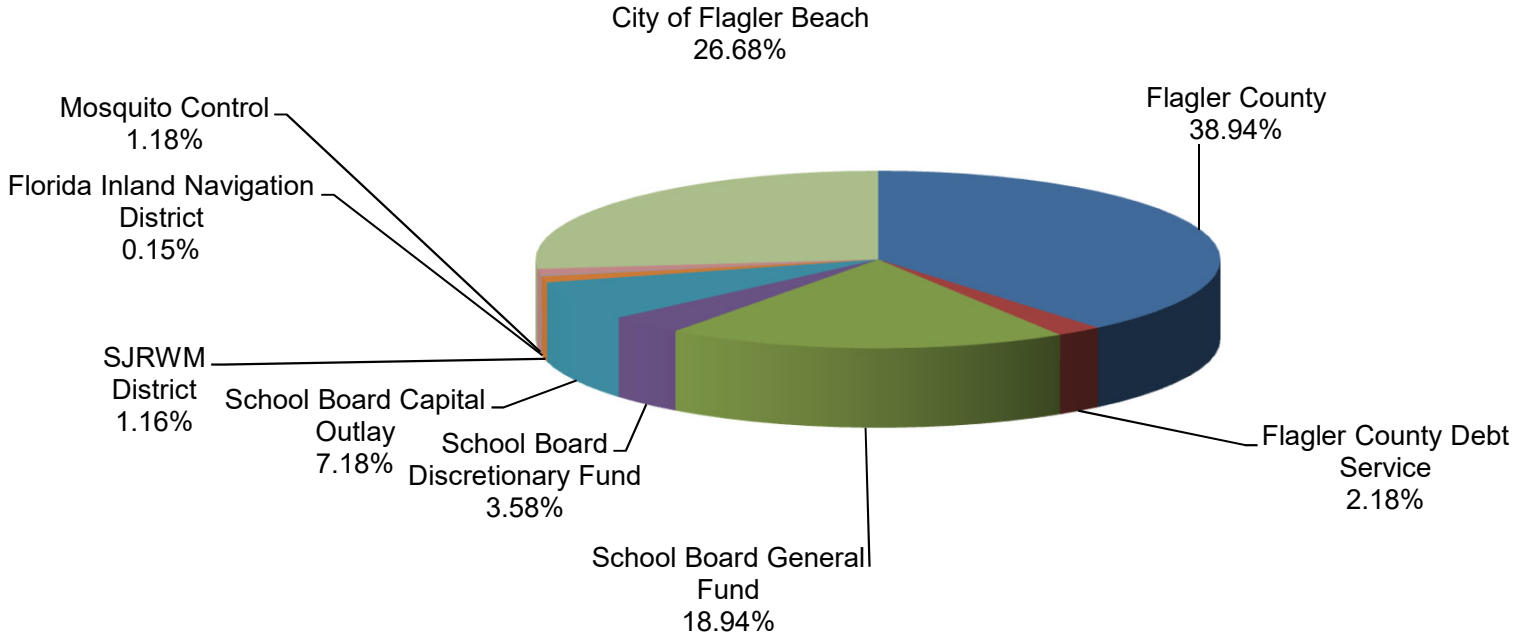
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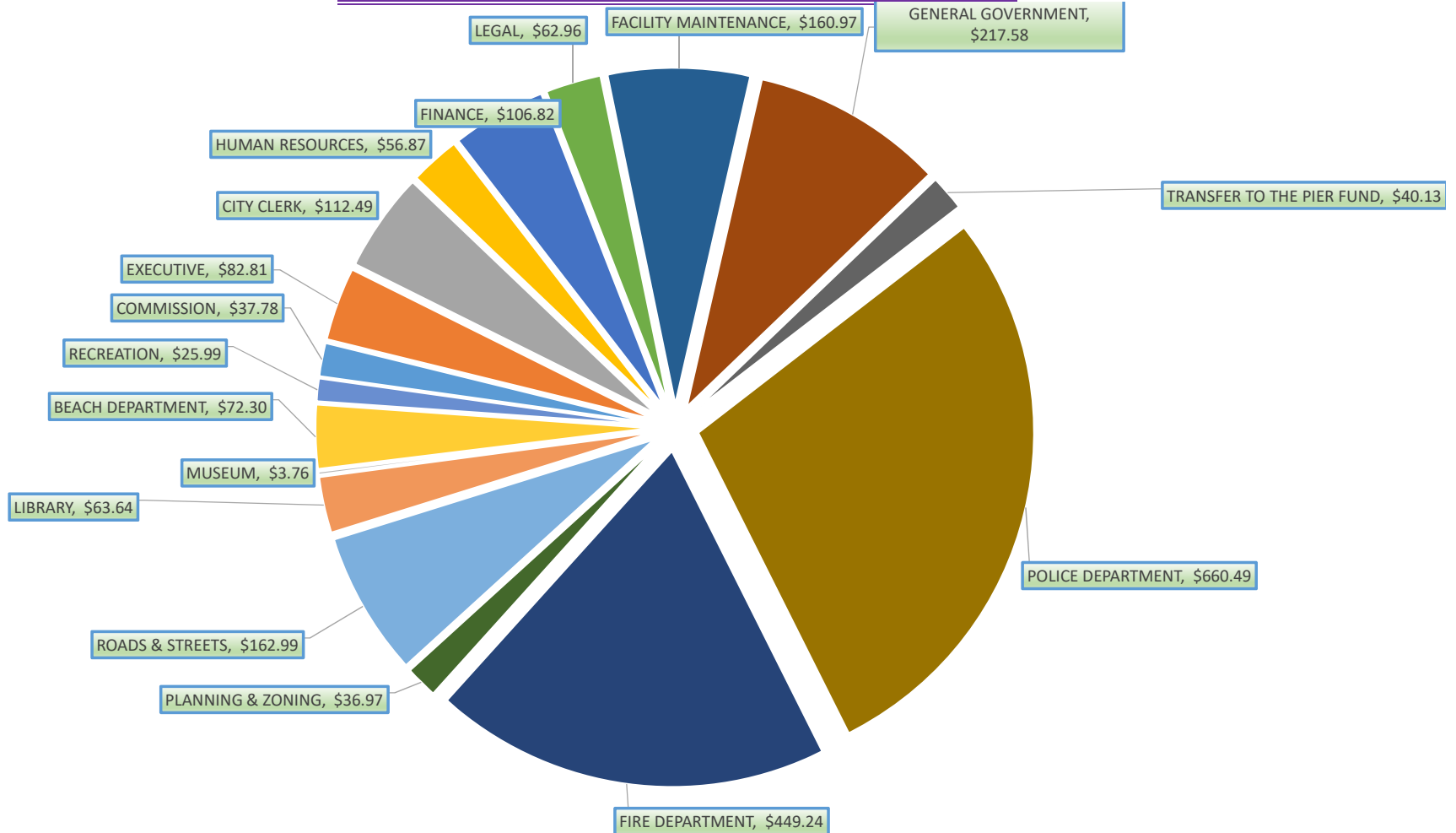
Total Property Taxes by Taxing Authority (2019 Tax Rates - 20.8769 Mills to Flagler Beach Resident)



Note: The total mill rate of 21.0647 was a 1.35% decrease over the 2017 Tax Year

■ Flagler County	■ Flagler County Debt Service	■ School Board General Fund
■ School Board Discretionary Fund	■ School Board Capital Outlay	■ SJRWM District
■ Florida Inland Navigation District	■ Mosquito Control	■ City of Flagler Beach

Annual Cost of Services Provided with Ad Valorem Dollars



	2020 Proposed	2019 Tax Rate	<i>Increases</i>	
Market Value	455,966	408,332	10.45%	<i>increase to market value</i>
Taxable Value	368,923	357,012	3.23%	<i>increase to taxable value</i>
Mill Rate	5.4552	5.5710	-2.12%	<i>increase to mill rate</i>
City of Flagler Beach Tax Bill	2,012.55	1,988.91	1.17%	<i>increase to tax bill</i>
Increase to Tax Bill	\$ 23.63			

Based on a City Tax Bill of \$2,012.55 @
Mil Rate of 5.4552
Total annual increase \$23.63 or .45 cents per week

Comparison of Roll Back to Proposed Rate of 5.4552

Taxable Value	Roll Back plus 3.22%	Roll Back	Annual Difference	Weekly Difference
	5.4552	5.2850		
\$ 100,000	\$ 546	\$ 529	\$ 17.02	\$ 0.33
\$ 150,000	\$ 818	\$ 793	\$ 25.53	\$ 0.49
\$ 200,000	\$ 1,091	\$ 1,057	\$ 34.04	\$ 0.65
\$ 250,000	\$ 1,364	\$ 1,321	\$ 42.55	\$ 0.82
\$ 300,000	\$ 1,637	\$ 1,586	\$ 51.06	\$ 0.98
\$ 350,000	\$ 1,909	\$ 1,850	\$ 59.57	\$ 1.15
\$ 400,000	\$ 2,182	\$ 2,114	\$ 68.08	\$ 1.31
\$ 450,000	\$ 2,455	\$ 2,378	\$ 76.59	\$ 1.47
\$ 500,000	\$ 2,728	\$ 2,643	\$ 85.10	\$ 1.64
\$ 550,000	\$ 3,000	\$ 2,907	\$ 93.61	\$ 1.80
\$ 600,000	\$ 3,273	\$ 3,171	\$ 102.12	\$ 1.96
\$ 650,000	\$ 3,546	\$ 3,435	\$ 110.63	\$ 2.13
\$ 700,000	\$ 3,819	\$ 3,700	\$ 119.14	\$ 2.29
\$ 750,000	\$ 4,091	\$ 3,964	\$ 127.65	\$ 2.45
\$ 800,000	\$ 4,364	\$ 4,228	\$ 136.16	\$ 2.62

Total by Fund for 5 Year Capital Plan

FUND	TOTAL PROJECT 5 YEAR BUDGET	BUDGET FY 20/21	BUDGET FY 21/22	BUDGET FY 22/23	BUDGET FY 23/24	BUDGET FY 24/25
General Fund	3,068,535	688,167	744,667	534,667	527,867	573,167
CRA Fund	453,075	155,375	212,700	85,000	-	-
Utility Fund	24,443,000	2,623,000	11,910,000	3,262,500	3,203,000	1,799,500
Sanitation Fund	575,000	75,000	250,000	-	-	250,000
Stormwater Fund	1,230,000	230,000	250,000	250,000	250,000	250,000
Grand Total	29,769,610	3,771,542	13,367,367	4,132,167	3,980,867	2,872,667

NOTE: Wastewater Plant Construction may begin earlier than 10/01/2021, the 2020-21 Budget will be amended to show the costs and the amount provided by the SRF Loan

City of Flagler Beach 5 Year Capital Plan

Fund	Department	Project or Equipment Description	Funding Grant/Reserves/ Etc.	TOTAL PROJECT 5 YEAR BUDGET	BUDGET FY 20/21	BUDGET FY 21/22	BUDGET FY 22/23	BUDGET FY 23/24	BUDGET FY 24/25
CRA	CRA	Sidewalk from SR 100 to the Library	CRA	75,000	75,000				
CRA	CRA	Parking Lot Improvement South Daytona & S 5th	CRA	57,000		57,000			
CRA	CRA	Parking Lot Improvement South A1A & South 6th	CRA	155,700		155,700			
CRA	CRA	Parking Lot Improvement North Central & N 4th	CRA	80,375	80,375				
CRA	CRA	Parking Lot Improvement North Central & N 5th	CRA	85,000			85,000		
	CRA Total			\$ 453,075	\$ 155,375	\$ 212,700	\$ 85,000	\$ -	\$ -
General	Beach	Vehicles (Ocean Rescue, ATV, Utility ATV for 20/21)	Unrestricted General Fund	97,200	28,000	43,000	8,500	8,700	9,000
	Beach Total			\$ 97,200	\$ 28,000	\$ 43,000	\$ 8,500	\$ 8,700	\$ 9,000
General	Fire Dept	Fire Truck Purchase 22-23	Fire Truck Reserve & Infrastructure Surtax	266,000	133,000	133,000			
General	Fire Dept	Fire Truck Reserve	Infrastructure Surtax	300,000		-	100,000	100,000	100,000
General	Fire Dept	Radio Reserve	Unrestricted General Fund	80,000	16,000	16,000	16,000	16,000	16,000
General	Fire Dept	Air Pack Replacement Reserve	Unrestricted General Fund	100,000	20,000	20,000	20,000	20,000	20,000
General	Fire Dept	Fire Equipment Reserve	Unrestricted General Fund	145,835	29,167	29,167	29,167	29,167	29,167
	Fire Dept Total			\$ 891,835	\$ 198,167	\$ 198,167	\$ 165,167	\$ 165,167	\$ 165,167
General	Library	Shelving	Unrestricted General Fund	21,000	7,000	7,000	7,000		
	Library Total			\$ 21,000	\$ 7,000	\$ 7,000	\$ 7,000	\$ -	\$ -
General	Maintenance	Wickline Building Improvements (Furniture, Buildout, IT, New Entrance, Windows)	Unrestricted General Fund	109,500	22,000	87,500			
	Maintenance Total			\$ 109,500	\$ 22,000	\$ 87,500	\$ -	\$ -	\$ -

City of Flagler Beach 5 Year Capital Plan

Fund	Department	Project or Equipment Description	Funding Grant/Reserves/ Etc.	TOTAL PROJECT 5 YEAR BUDGET	BUDGET FY 20/21	BUDGET FY 21/22	BUDGET FY 22/23	BUDGET FY 23/24	BUDGET FY 24/25
General	Planning/Zoning	Vehicles	Unrestricted General Fund	81,000	36,000				45,000
	Planning/Zoning Total			\$ 81,000	\$ 36,000	\$ -	\$ -	\$ -	\$ 45,000
General	Police	License Plate Reader/Infrastructure	Unrestricted General Fund	240,000	120,000	30,000	30,000	30,000	30,000
General	Police	Drone	Unrestricted General Fund	13,000	13,000				
General	Police	Body Cameras	Unrestricted General Fund	100,000	20,000	20,000	20,000	20,000	20,000
General	Police	Vehicles	Unrestricted General Fund	525,000	90,000	135,000	100,000	100,000	100,000
General	Police	Radio Reserve	Unrestricted General Fund	70,000	14,000	14,000	14,000	14,000	14,000
	Police Total			\$ 948,000	\$ 257,000	\$ 199,000	\$ 164,000	\$ 164,000	\$ 164,000
General	Roads/Bridges	Paving & Striping Central Ave.	Local Option Fuel Tax/Unrestricted General Fund	75,000	75,000				
General	Roads/Bridges	Paving & Striping	Local Option Fuel Tax/Unrestricted General Fund	500,000		125,000	125,000	125,000	125,000
General	Roads/Bridges	Multi-Modal	Unrestricted General Fund	160,000		40,000	40,000	40,000	40,000
General	Roads/Bridges	Parking Lots	Unrestricted General Fund	75,000	15,000	15,000	15,000	15,000	15,000
General	Roads/Bridges	Landscaping	Unrestricted General Fund	20,000		20,000			
General	Roads/Bridges	Sign Replacement	Unrestricted General Fund	50,000	10,000	10,000	10,000	10,000	10,000
General	Roads/Bridges	Alleyway Aprons	Unrestricted General Fund	40,000	40,000				
	Roads/Bridges Total			\$ 920,000	\$ 140,000	\$ 210,000	\$ 190,000	\$ 190,000	\$ 190,000
Sanitation	Sanitation	Office Remodel	Sanitation Fund	40,000	40,000	-			
Sanitation	Sanitation	Vehicles	Sanitation Fund	535,000	35,000	250,000			250,000
	Sanitation Total			\$ 575,000	\$ 75,000	\$ 250,000	\$ -	\$ -	\$ 250,000
Stormwater	Stormwater	Stormwater Improvement Projects	Stormwater Fund	1,150,000	230,000	230,000	230,000	230,000	230,000
Stormwater	Stormwater	Vector Truck Lease (25%)	Stormwater Fund	80,000	-	20,000	20,000	20,000	20,000
	Stormwater Total			\$ 1,230,000	\$ 230,000	\$ 250,000	\$ 250,000	\$ 250,000	\$ 250,000

City of Flagler Beach 5 Year Capital Plan

Fund	Department	Project or Equipment Description	Funding Grant/Reserves/ Etc.	TOTAL PROJECT 5 YEAR BUDGET	BUDGET FY 20/21	BUDGET FY 21/22	BUDGET FY 22/23	BUDGET FY 23/24	BUDGET FY 24/25
Utility	Lift Station Maintenance	Replace Service Truck/Crane	Unrestricted Utility Fund	75,000				75,000	
Utility	Lift Station Maintenance	Bypass Pump on Trailer	Unrestricted Utility Fund	150,000	50,000		50,000		50,000
Utility	Lift Station Maintenance	Cellular Monitors	Unrestricted Utility Fund	125,000	25,000	25,000	25,000	25,000	25,000
Utility	Lift Station Maintenance	Large Pumps	Unrestricted Utility Fund	185,000	35,000	35,000	35,000	40,000	40,000
Utility	Lift Station Maintenance	Vactor Truck Lease (25%)	Unrestricted Utility Fund	80,000	-	20,000	20,000	20,000	20,000
Utility	Lift Station Maintenance	Pump Station Rebuilds	Unrestricted Utility Fund	750,000	150,000	150,000	150,000	150,000	150,000
Utility	Lift Station Maintenance	Wet Well Rehabs	Unrestricted Utility Fund	150,000	30,000	30,000	30,000	30,000	30,000
Utility	Lift Station Maintenance	Pump Station Lighting	Unrestricted Utility Fund	20,000	10,000	10,000			
Utility	Lift Station Maintenance	Crane Service Truck	Unrestricted Utility Fund	100,000		100,000			
Utility	Lift Station Maintenance	Install Hose Bibs	Unrestricted Utility Fund	10,000	5,000	5,000			
	Lift Station Maintenance Total			\$ 1,645,000	\$ 305,000	\$ 375,000	\$ 310,000	\$ 340,000	\$ 315,000
Utility	Sewer Collections	Sewer Rehab	Unrestricted Utility Fund	1,500,000	300,000	300,000	300,000	300,000	300,000
Utility	Sewer Collections	Sewer Rehab	SJRWMD Grant	500,000	500,000				
Utility	Sewer Collections	New Sewer Laterals Install	Unrestricted Utility Fund	250,000	50,000	50,000	50,000	50,000	50,000
Utility	Sewer Collections	Vactor Truck Lease (25%)	Unrestricted Utility Fund	80,000	-	20,000	20,000	20,000	20,000
Utility	Sewer Collections	Crew Truck Replacement	Unrestricted Utility Fund	40,000					40,000
Utility	Sewer Collections	Parking Lot Paving	Unrestricted Utility Fund	30,000	30,000				
Utility	Sewer Collections	Building Renovation Roofs	Unrestricted Utility Fund	50,000	50,000				
Utility	Sewer Collections	Emergency Reserve	Unrestricted Utility Fund	300,000	-	75,000	75,000	75,000	75,000
Utility	Sewer Collections	Equipment Trailer	Unrestricted Utility Fund	10,000	10,000				
	Sewer Collections Total			\$ 2,760,000	\$ 940,000	\$ 445,000	\$ 445,000	\$ 445,000	\$ 485,000

City of Flagler Beach 5 Year Capital Plan

Fund	Department	Project or Equipment Description	Funding Grant/Reserves/ Etc.	TOTAL PROJECT 5 YEAR BUDGET	BUDGET FY 20/21	BUDGET FY 21/22	BUDGET FY 22/23	BUDGET FY 23/24	BUDGET FY 24/25
Utility	WasteWater Plant	Service Truck Replacement	Unrestricted Utility Fund	30,000					30,000
Utility	WasteWater Plant	WWTP R&M	Unrestricted Utility Fund	550,000	150,000	100,000	100,000	100,000	100,000
Utility	WasteWater Plant	WWTP Construction (See Note on last page)	SRF Loan	10,000,000		10,000,000			
Utility	WasteWater Plant	WWTP Reserve	Unrestricted Utility Fund	250,000	50,000	50,000	50,000	50,000	50,000
	WasteWater Plant Total			\$ 10,830,000	\$ 200,000	\$ 10,150,000	\$ 150,000	\$ 150,000	\$ 180,000
Utility	Water Distribution	Water Service Truck	Unrestricted Utility Fund	35,000	-	35,000			
Utility	Water Distribution	Water System Rehab/Replace	Unrestricted Utility Fund	1,550,000	350,000	300,000	300,000	300,000	300,000
Utility	Water Distribution	Fire Hydrant Replacement	Unrestricted Utility Fund	75,000	15,000	15,000	15,000	15,000	15,000
Utility	Water Distribution	Water System Improvements	Unrestricted Utility Fund	50,000	50,000				
Utility	Water Distribution	Vactor Truck Lease (25%)	Unrestricted Utility Fund	80,000	-	20,000	20,000	20,000	20,000
Utility	Water Distribution	Meter Replacement/Radio Reads	Unrestricted Utility Fund	1,000,000	200,000	200,000	200,000	200,000	200,000
Utility	Water Distribution	Meter Reading Equipment	Unrestricted Utility Fund	22,500	7,500		7,500		7,500
Utility	Water Distribution	Water Distrib. Reserve	Unrestricted Utility Fund	250,000	50,000	50,000	50,000	50,000	50,000
Utility	Water Distribution	Meter Truck Replacement	Unrestricted Utility Fund	25,000					25,000
Utility	Water Distribution	Potable Water River Crossing Design	Unrestricted Utility Fund	150,000		150,000			
Utility	Water Distribution	Potable Water River Crossing Construction	Unrestricted Utility Fund	1,800,000			1,800,000		
Utility	Water Distribution	Computer Laptops for Vehicles	Unrestricted Utility Fund	14,000	10,000		2,000		2,000
	Water Distribution Total			\$ 5,051,500	\$ 682,500	\$ 770,000	\$ 2,394,500	\$ 585,000	\$ 619,500

City of Flagler Beach 5 Year Capital Plan

Fund	Department	Project or Equipment Description	Funding Grant/Reserves/ Etc.	TOTAL PROJECT 5 YEAR BUDGET	BUDGET FY 20/21	BUDGET FY 21/22	BUDGET FY 22/23	BUDGET FY 23/24	BUDGET FY 24/25
Utility	Water Production	Well #15 Design	Water Impact/Unrestricted Utility Fund	50,000	50,000				
Utility	Water Production	Well #15 Construction	Water Impact/Unrestricted Utility Fund	400,000	400,000				
Utility	Water Production	Replace Riser, Pipe and Valve South Tank	Unrestricted Utility Fund	110,000	110,000				
Utility	Water Production	Well #16 Design	Water Impact/Unrestricted Utility Fund	50,000		50,000			
Utility	Water Production	Well #16 Construction	Water Impact/Unrestricted Utility Fund	400,000		400,000			
Utility	Water Production	Well #17 Design	Water Impact/Unrestricted Utility Fund	50,000				50,000	
Utility	Water Production	Well #17 Construction	Water Impact/Unrestricted Utility Fund	400,000					400,000
Utility	Water Production	Telemetry Upgrade	Unrestricted Utility Fund	25,000	5,000	5,000	5,000	5,000	5,000
Utility	Water Production	Replace VFDs	Unrestricted Utility Fund	38,000	6,000	6,000	8,000	8,000	10,000
Utility	Water Production	1 MG Tank Design	Unrestricted Utility Fund	150,000			150,000		
Utility	Water Production	1 MG Tank Construction	Unrestricted Utility Fund	1,800,000				1,800,000	
Utility	Water Production	Train Motor Rehab	Unrestricted Utility Fund	97,000	17,000	20,000	20,000	20,000	20,000
Utility	Water Production	Replacement Vehicles	Unrestricted Utility Fund	70,000			35,000	35,000	
Utility	Water Production	Treatment Train Meters	Unrestricted Utility Fund	25,000	5,000	5,000	5,000	5,000	5,000
Utility	Water Production	AC Unit @ Chlorine Room	Unrestricted Utility Fund	5,000	5,000				
Utility	Water Production	Replace Wellheads #10, #11	Unrestricted Utility Fund	30,000	30,000				
Utility	Water Production	Rehab Well #10	Unrestricted Utility Fund	50,000	50,000				
Utility	Water Production	Rehab Service Pump #2	Unrestricted Utility Fund	17,500	17,500				
Utility	Water Production	New Fence at Plant	Unrestricted Utility Fund	10,000	10,000				

City of Flagler Beach 5 Year Capital Plan

Fund	Department	Project or Equipment Description	Funding Grant/Reserves/ Etc.	TOTAL PROJECT 5 YEAR BUDGET	BUDGET FY 20/21	BUDGET FY 21/22	BUDGET FY 22/23	BUDGET FY 23/24	BUDGET FY 24/25
Utility	Water Production	Acid Tanks	Unrestricted Utility Fund	50,000				50,000	
Utility	Water Production	Computers	Unrestricted Utility Fund	9,000		9,000			
Utility	Water Production	Well Meters	Unrestricted Utility Fund	25,000					25,000
Utility	Water Production	HS Pump #3	Unrestricted Utility Fund	45,000	45,000				
Utility	Water Production	WTP Reserve	Unrestricted Utility Fund	250,000	50,000	50,000	50,000	50,000	50,000
	Water Production Total			\$ 4,156,500	\$ 800,500	\$ 545,000	\$ 273,000	\$ 2,023,000	\$ 515,000

NOTE: Wastewater Plant Construction may begin earlier than 10/01/2021, the 2020-21 Budget will be amended to show the costs and the amount provided by the SRF Loan

City of Flagler Beach Debt Service for Next 5 Years

Department		TOTAL PROJECT	FUNDING	BUDGET	BUDGET	BUDGET	BUDGET	BUDGET
		5 YEAR BUDGET		FY 20/21	FY 21/22	FY 22/23	FY 23/24	FY 24/25
<u>Loan Payment Detail</u>								
WTP	SRF Principal Payments (Water Treatment Plant)	\$2,083,072	Utility Funds	\$394,912	\$405,476	\$416,324	\$427,462	\$438,898
WTP	SRF Interest Payments (Water Treatment Plant)	\$245,677	Utility Funds	\$70,838	\$60,273	\$49,426	\$38,288	\$26,852
WWTP	SRF Principal Payments (Wastewater Treatment Plant)	\$197,680	Utility Funds	\$21,711	\$43,611	\$43,864	\$44,119	\$44,375
WWTP	SRF Interest Payments (Wastewater Treatment Plant)	\$21,717	Utility Funds	\$2,667	\$5,143	\$4,891	\$4,636	\$4,380
Stormwater	Ameris Bank, Revenue Note, Principal (CityWide Stormwater)	\$496,000	Stormwater Funds	\$94,000	\$97,000	\$99,000	\$102,000	\$104,000
Stormwater	Ameris Bank, Revenue Note, Interest (CityWide Stormwater)	\$94,445	Stormwater Funds	\$23,782	\$21,404	\$18,950	\$16,445	\$13,864
CRA	Ameris Bank, Revenue Note, Principal (CRA Streetscape)	\$314,000	CRA TIFF	\$60,000	\$61,000	\$63,000	\$64,000	\$66,000
CRA	Ameris Bank, Revenue Note, Interest (CRA Streetscape)	\$59,759	CRA TIFF	\$15,054	\$13,536	\$11,992	\$10,398	\$8,780
Multiple	Ring Power (Back Hoe) Principal	\$43,768	General 25%, Utility 50%, Stormwater 25%	\$19,064	\$19,684	\$5,020		
Multiple	Ring Power (Back Hoe) Interest	\$1,653	General 25%, Utility 50%, Stormwater 25%	\$1,123	\$503	\$27		
Sanitation	Sanitation Truck Lease Suntrust- Principal	\$363,482	Sanitation Fund	\$128,763	\$132,634	\$102,086		
Sanitation	Sanitation Truck Lease Suntrust- Interest	\$16,410	Sanitation Fund	\$9,380	\$5,509	\$1,521		
TOTAL Financing Costs (next 5 Years)		\$3,937,662		\$841,293	\$841,293	\$865,772	\$816,101	\$707,348

General Fund Proposed Salary Schedule

<u>FUND</u>	<u>DEPARTMENT</u>	<u>POSITION</u>	<u>Annual</u>	<u>PROPOSED</u>	<u>% Increase</u>
General	Commission	City Mayor	8,500	8,670	2%
General	Commission	City Commissioner	8,500	8,670	2%
General	Commission	City Commissioner	8,500	8,670	2%
General	Commission	City Commissioner	8,500	8,670	2%
General	Commission	City Commissioner	8,500	8,670	2%
General	Commission	City Commissioner	8,500	8,670	2%
Commission DEPARTMENT TOTAL			51,000	52,020	2%
General	Executive	City Manager	122,720	122,720	0%
Executive DEPARTMENT TOTAL			122,720	122,720	0%
General	Clerk	City Clerk	73,341	74,808	2%
General	Clerk	Deputy City Clerk	42,349	43,196	2% *
Clerk DEPARTMENT TOTAL			115,690	118,003	2%
General	HR	HR Officer	72,155	73,598	2% *
General	HR	Administrative Assistant	36,150	36,873	2% *
HR DEPARTMENT TOTAL			108,306	110,472	2%
General	Finance	Finance Director	99,507	101,497	2% *
General	Finance	Utility Billing Manager	54,080	55,162	2% *
General	Finance	Payroll/Bookkeeper	47,195	48,139	2% *
General	Finance	Accounts Payable Clerk	40,934	41,753	2% *
General	Finance	Assistant to Finance Director	39,998	40,798	2% *
General	Finance	Cashier	28,579	29,151	2% *
Finance DEPARTMENT TOTAL			310,294	316,500	2%

*Salary Split Between Departments or Funds

General Fund Proposed Salary Schedule

<u>FUND</u>	<u>DEPARTMENT</u>	<u>POSITION</u>	<u>Annual</u>	<u>PROPOSED</u>	<u>% Increase</u>
General	Police	Police Chief	80,808	82,424	2%
General	Police	Police Captain	74,339	75,826	2%
General	Police	Sergeant	58,094	59,256	2%
General	Police	Sergeant	58,094	59,256	2%
General	Police	Sergeant	52,372	53,420	2%
General	Police	Officer	50,101	51,103	2%
General	Police	Sergeant	50,079	51,081	2%
General	Police	Officer	48,812	49,789	2%
General	Police	Officer	46,543	47,474	2%
General	Police	Detective	46,034	46,955	2%
General	Police	Officer	45,493	46,403	2%
General	Police	Officer	43,047	43,908	2%
General	Police	Officer	41,627	42,460	2%
General	Police	Administrative Assistant	37,690	38,443	2%
General	Police	Officer	38,657	39,430	2%
General	Police	Officer	38,657	39,430	2%
General	Police	Officer	38,657	39,430	2%
General	Police	Records Clerk	28,683	29,257	2%
General	Police	Evidence Custodian	24,068	24,549	2%
Police DEPARTMENT TOTAL			901,855	919,892	2%
General	VOCA	Victims Advocate	52,270	53,836	3%
General	VOCA	Victims Advocate (Part Time)	19,831	20,817	5%
General	VOCA	Victims Advocate (Part Time)	13,220	13,878	5%
VOCA DEPARTMENT TOTAL			85,322	88,530	4%

*Salary Split Between Departments or Funds

General Fund Proposed Salary Schedule

<u>FUND</u>	<u>DEPARTMENT</u>	<u>POSITION</u>	<u>Annual</u>	<u>PROPOSED</u>	<u>% Increase</u>
General	Fire	Fire Chief	80,600	82,212	2%
General	Fire	Fire Captain	61,859	63,096	2%
General	Fire	Lieutenant	51,643	52,676	2%
General	Fire	Lieutenant	45,277	46,183	2%
General	Fire	Lieutenant	44,501	45,391	2%
General	Fire	Driver Engineer	42,048	42,889	2%
General	Fire	Driver Engineer	40,060	40,861	2%
General	Fire	Driver Engineer	39,874	40,671	2%
General	Fire	Fire Fighter	37,421	38,169	2%
General	Fire	Fire Fighter	35,992	36,712	2%
General	Fire	Fire Fighter	35,992	36,712	2%
General	Fire	Fire Inspector	7,000	7,000	0%
General	Fire	Fire Fighters (Part Time)	12,000	12,000	0%
Fire DEPARTMENT TOTAL			534,267	544,573	2%

*Salary Split Between Departments or Funds

General Fund Proposed Salary Schedule

<u>FUND</u>	<u>DEPARTMENT</u>	<u>POSITION</u>	<u>Annual</u>	<u>PROPOSED</u>	<u>% Increase</u>
General	Recreation/Beach	Life Guards (Seasonal)	135,000	125,000	-8%
General	Recreation/Beach	Beach/Recreation Director	55,390	56,498	2% *
Recreation/Beach DEPARTMENT TOTAL			190,390	181,498	-5%
General	Maintenance	Maintenance Supervisor	52,229	53,273	2%
General	Maintenance	Maintenance Worker 1	33,571	34,243	2%
General	Maintenance	Maintenance Worker 1	29,120	29,702	2%
General	Maintenance	Maintenance Worker 1	29,120	29,702	2%
Maintenance DEPARTMENT TOTAL			144,040	146,921	2%
General	Planning	City Planner (Part Time)	50,032	51,033	2%
General	Planning	Code Enforcement Officer	35,734	36,449	2%
General	Planning	Customer Service Rep	34,403	35,091	2%
Planning DEPARTMENT TOTAL			120,170	122,573	2%
General	Library	Librarian	39,998	40,798	2%
General	Library	Library Assistant (Part Time)	26,000	26,520	2%
General	Library	Library Assistant (Part Time)	11,440	11,669	2%
Library DEPARTMENT TOTAL			77,438	78,987	2%
Grand Total			2,761,493	2,802,690	1%

*Salary Split Between Departments or Funds

Proposed Salary Schedule

<u>FUND</u>	<u>DEPARTMENT</u>	<u>POSITION</u>	<u>Annual</u>	<u>PROPOSED</u>	<u>Increase</u>
Building	Building Code	Chief Building Inspector	84,406	86,095	2%
Building	Building Code	Building Inspector	52,000	53,040	2%
Building	Building Code	Permit Tech	40,518	41,329	2%
Building	Building Code	Permit Tech (Part Time)	22,355	22,802	2%
Total Building Code Inspection			199,280	203,265	2%
PIER	Pier	Pier Coordinator	31,928	32,600	2%
PIER	Pier	Bait Shop Attendants (Part Time)	78,500	78,500	0%
Total Pier Enterprise Fund			110,428	111,100	1%
Utility	Engineering	City Engineer	83,762	85,437	2% *
Utility	Engineering	Project Manager	47,611	48,563	2% *
Total Engineering Dept			131,373	134,000	2%

Proposed Salary Schedule

<u>FUND</u>	<u>DEPARTMENT</u>	<u>POSITION</u>	<u>Annual</u>	<u>PROPOSED</u>	<u>Increase</u>
Utility	Water Plant	Water Plant Superintendant	73,341	74,808	2%
Utility	Water Plant	Operator B	51,355	30,000	-71%
Utility	Water Plant	Operator B	50,128	51,131	2%
Utility	Water Plant	Operator B	48,443	49,412	2%
Utility	Water Plant	Operator C	34,507	35,360	2%
Utility	Water Plant	Operator C	34,091	35,360	4%
Utility	Water Plant	Operator C (part time)	23,063	35,360	35%
Utility	Water Plant	Trainee to Oper C	29,744	35,360	16%
Utility	Water Plant	Trainee to Oper C	29,744	35,360	16%
Total Water Plant			374,417	382,150	2%
Utility	Public Works	Public Works Supervisor	51,626	52,658	2% *
Utility	Public Works	T &D Utility Mechanic	42,973	43,882	2%
Utility	Public Works	Public Works Coordinator	37,440	38,189	2% *
Utility	Public Works	Meter Reader	36,109	36,831	2%
Utility	Public Works	Light Equipment Operator	31,200	35,360	12%
Utility	Public Works	T&D Maintenance 2	29,120	29,702	2% *
Utility	Public Works	T&D Maintenance 2	29,120	29,702	2%
Utility	Public Works	T&D Maintenance 2	29,120	29,702	2% *
Total Public Works			286,707	296,027	3%

Proposed Salary Schedule

<u>FUND</u>	<u>DEPARTMENT</u>	<u>POSITION</u>	<u>Annual</u>	<u>PROPOSED</u>	<u>Increase</u>
Utility	WasteWater Plant	Superintendant	57,429	58,577	2%
Utility	WasteWater Plant	Operator B	50,107	51,109	2%
Utility	WasteWater Plant	Trainee to Oper C	29,786	35,360	16%
Utility	WasteWater Plant	Trainee to Oper C	29,744	35,360	16%
Total WasteWater Plant			167,066	180,407	8%
Utility	LS Maintenance	Crew Leader	44,574	45,466	2%
Utility	LS Maintenance	Utility Mechanic	41,038	41,859	2%
Utility	LS Maintenance	Utility Mechanic	34,154	34,837	2%
Total Lift Station Maintenance			119,766	122,162	2%
Sanitation	Refuse Collection	Solid Waste Superintendant	60,008	61,208	2%
Sanitation	Refuse Collection	S/W Equipment Operator/Mechanic	-	50,000	100%
Sanitation	Refuse Collection	S/W Equipment Operator	39,520	26,308	-50%
Sanitation	Refuse Collection	S/W Equipment Operator (Unfunded)	36,650	-	--
Sanitation	Refuse Collection	S/W Equipment Operator (Unfunded)	29,806	-	--
Sanitation	Refuse Collection	S/W Equipment Operator	29,141	29,724	2%
Sanitation	Refuse Collection	S/W Equipment Operator	27,269	27,814	2%
Sanitation	Refuse Collection	S/W Equipment Operator	25,792	26,308	2%
Total Sanitation Department			248,186	221,362	-11%

Building Code Inspection	199,280	203,265	2%	
Pier Enterprise	110,428	111,100	1%	
Utility Fund	1,079,329	1,114,746	3%	
Sanitation Fund	248,186	221,362	-12%	
General Fund	2,761,493	2,802,690	1%	
Grand Total		\$ 4,398,714	\$ 4,453,163	1%

**BUDGET SUMMARY
CITY OF FLAGLER BEACH - FISCAL YEAR 2020/21**

***THE PROPOSED OPERATING BUDGET EXPENDITURES OF THE CITY OF FLAGLER BEACH ARE 8.44% LESS THAN
LAST YEARS TOTAL OPERATING EXPENDITURES.**

	GENERAL FUND	PIER ENTERPRISE FUND	BUILDING CODE INSPECTION FUND	UTILITY FUND	SANITATION FUND	STORM WATER FUND	CRA FUND	TOTAL BUDGET
ESTIMATED REVENUES:								
<i>Taxes: Millage per \$1000 = 5.4552 Flagler Co.</i>								
<i>Taxes: Millage per \$1000 = 5.4552 Volusia Co.</i>								
Ad Valorem Taxes	\$3,871,905						\$328,839	\$4,200,744
Sales and Use Taxes	\$1,285,485							\$1,285,485
Licenses and Permits	\$147,450		252,000					\$399,450
Intergovernmental	\$662,558			\$500,000				\$1,162,558
Charges for Services	\$15,522	\$276,500		\$4,729,500	\$1,316,500	\$510,000		\$6,848,022
Fines and Forfeitures	\$53,800			\$30,000	8,500	\$3,800		\$96,100
Miscellaneous Revenue	\$126,200	\$120,000	\$1,000	\$524,200	\$32,700	\$2,300		\$806,400
TOTAL SOURCES	\$6,162,920	\$396,500	\$253,000	\$5,783,700	\$1,357,700	\$516,100	\$328,839	\$14,798,759
Transfers In		93,324	\$0	\$225,000		-	-	\$318,324
Use of Fund Balances/Reserves/Net Assets	\$ 475,167	\$ -	\$ 82,956	\$ 537,091			6,690	\$1,101,904
TOTAL ESTIMATED REVENUES, TRANSFERS AND BALANCES	\$6,638,087	\$489,824	\$335,956	\$6,545,791	\$1,357,700	\$516,100	\$335,529	\$16,218,987
EXPENSES								
General Government Services	\$1,239,811						260,475	\$1,500,286
Public Safety	\$3,571,464		325,736					\$3,897,200
Physical Environment	\$248,606			5,359,640	1,115,199	\$366,209		\$7,089,654
Transportation	449,958							\$449,958
Human Services								\$0
Culture and Recreation	274,029	489,824						\$763,853
Debt Services	\$5,047			490,128	\$84,467	122,809	75,054	\$777,505
Financial and Administrative	\$834,746			\$411,023	\$138,145			\$1,383,914
TOTAL EXPENSES	\$6,623,661	\$489,824	\$325,736	\$6,260,791	\$1,337,811	\$489,018	\$335,529	\$15,862,370
Transfers Out			\$9,000	\$285,000				\$294,000
Fund Balances/Reserves/Net Assets	\$14,426	\$0	\$1,220	\$0	\$19,889	\$27,082	\$0	\$62,617
TOTAL APPROPRIATED EXPENDITURES TRANSFERS, RESERVES AND BALANCE	\$6,638,087	\$489,824	\$335,956	\$6,545,791	\$1,357,700	\$516,100	\$335,529	\$16,218,987

The tentative, adopted, and / or final budgets are on file in the clerk's office of the City of Flagler Beach as a public record

Must show at least 95% Ad Valorem for each millage

8/28/2020

General Fund

GL NUMBER AND ACCOUNT	DESCRIPTION	2019-20 AMENDED BUDGET	2018-19 ACTIVITY	2019-20 PROJECTED ACTIVITY	2020-21 REQUESTED BUDGET	% CHANGE AMENDED TO REQUESTED
Dept 3100 - AD VALOREM, SALES AND USE TAXES						
001.3100.311100	AD VALOREM TAXES	3,695,355	3,321,702	3,760,753	3,871,905	4.78%
001.3100.312600	DISCRETIONARY STATE (INFRAS SURT)	194,804	177,888	132,000	133,688	-31.37%
001.3100.313100	FRANCHISE FEE-FPL	315,000	319,836	300,000	300,000	-4.76%
001.3100.314100	SERVICE TAX FPL	450,000	462,180	430,000	430,000	-4.44%
001.3100.314200	COMM SERV TAX(PHONE,CABLE,SAT)	181,082	183,756	160,000	173,797	-4.02%
001.3100.314400	SERVICE TAX-GAS	27,000	23,310	22,000	23,000	-14.81%
001.3100.314500	UTILITY TAX - WATER	208,000	214,203	220,000	225,000	8.17%
TOTALS - 3100 - AD VALOREM, SALES AND USE TAXES		5,071,241	4,702,875	5,024,753	5,157,390	1.70%

Dept 3200 - LICENSE & PERMITS

001.3200.321100	LBTR'S	38,500	34,591	48,000	48,000	24.68%
001.3200.321103	CITY ENGINEER REVIEW	7,000	8,537	8,500	8,500	21.43%
001.3200.321105	MOBILE HOME LICENSES	3,800	4,076	4,000	4,000	5.26%
001.3200.321106	LICENSES ALCHOL & BEVERAG	13,500	14,307	13,500	13,500	0.00%
001.3200.321107	Plan Review Fees	20,000	19,899	20,000	20,000	0.00%
001.3200.321108	Engineer Reveiw Fees	6,000	6,650	6,800	6,500	8.33%
001.3200.322111	FIRE INSPECTIONS	2,500	1,900	2,000	2,000	-20.00%
001.3200.322112	RENTAL PERMITS - SHORT TERM	9,000	8,506	11,000	9,500	5.56%
001.3200.329100	OTHER SPECIAL PERMITS	18,500	14,965	7,000	5,000	-72.97%
001.3200.329101	TREE REMOVAL REVIEW	600	475	100	100	-83.33%
001.3200.329102	APPLICATION FEE	3,500	3,360	3,500	3,500	0.00%
001.3200.329103	ESTOPPEL RESEARCH FEES	7,000	8,125	6,500	7,000	0.00%
001.3200.329105	ADMINISTRATIVE REVENUE	2,500	3,698	3,200	3,000	20.00%
001.3200.329200	ANIMAL LICENSES	300	315	225	300	0.00%
001.3200.329201	DOGGIE DINING LICENSE	1,050	450	900	1,050	0.00%
001.3200.329202	WAYFINDER SIGNS	1,500	2,295			-100.00%
001.3200.329300	Golf Cart Registration Fee	14,500	15,555	15,000	15,500	6.90%
TOTALS - 3200 - LICENSE & PERMITS		149,750	147,704	150,225	147,450	-1.54%

General Fund

GL NUMBER AND ACCOUNT	DESCRIPTION	2019-20 AMENDED BUDGET	2018-19 ACTIVITY	2019-20 PROJECTED ACTIVITY	2020-21 REQUESTED BUDGET	% CHANGE AMENDED TO REQUESTED
Dept 3300 - INTERGOVERNMENTAL						
001.3300.330100	LOCAL OPTION FUEL TAX	111,356	108,879	93,000	98,334	-11.69%
001.3300.331101	FEDERAL/STATE GRANT-FEMA	635,000	391,389	350,000		-100.00%
001.3300.334200	STATE GRANT - V.O.C.A.	124,521	100,876	124,000	126,900	1.91%
001.3300.334300	GRANT OFFICE OF CRIMINAL JUSTICE		1,374			#DIV/0!
001.3300.334305	TDC GRANT	25,000	25,000		25,000	0.00%
001.3300.335102	NEW SHARING MUNICIPAL FUEL TAX	106,956	105,728	84,000	98,939	-7.50%
001.3300.335108	1/2 CENT LOCAL GOV'T SALES TAX	178,529	173,025	147,000	138,833	-22.24%
001.3300.337200	FDOT LANDSCAPE MAINT	29,352	29,353	29,353	29,352	0.00%
001.3300.337201	MOTOR FUEL REBATE	7,500	7,683	7,200	7,000	-6.67%
001.3300.337204	LIFEGUARD GRANT - COUNTY	72,500	72,500	72,500	82,500	13.79%
001.3300.337207	STATE-FDOT HWG LIGHT MAINT	54,000	53,717	55,329	55,700	3.15%
TOTALS - 3300 - INTERGOVERNMENTAL		1,344,714	1,069,524	962,382	662,558	-50.73%

Dept 3400 - CHARGES FOR SERVICE

001.3400.341100	PHOTO COPY	275	252	175	175	-36.36%
001.3400.341200	CANDIDATE FILING FEE	485	485	485	485	0.00%
001.3400.341201	CANDIDATE 1% STATE ASSESS	162	323	340	162	0.00%
001.3400.347100	LIBRARY DUES	1,800	1,945	1,200	1,200	-33.33%
001.3400.347500	SPECIAL RECREATION FEES	11,000	9,211		11,000	0.00%
001.3400.347501	SPECIAL EVENT FEES/SPONSORSHIPS	5,000	4,530	2,750	2,500	-50.00%
TOTALS - 3400 - CHARGES FOR SERVICE		18,722	16,746	4,950	15,522	-17.09%

Dept 3500 - FINES & FORFEITURES

001.3500.351100	COURT FINES	22,500	18,215	9,000	7,500	-66.67%
001.3500.351300	POLICE EDUCATION/TRAINING	1,500	1,507	600	500	-66.67%
001.3500.354100	PENALTIES LOCAL ORDS	800	660	450	800	0.00%
001.3500.354200	PARKING TICKETS	30,000	29,825	15,000	45,000	50.00%
TOTALS - 3500 - FINES & FORFEITURES		54,800	50,207	25,050	53,800	-1.82%

General Fund

GL NUMBER AND ACCOUNT	DESCRIPTION	2019-20 AMENDED BUDGET	2018-19 ACTIVITY	2019-20 PROJECTED ACTIVITY	2020-21 REQUESTED BUDGET	% CHANGE AMENDED TO REQUESTED
Dept 3600 - MISCELLANEOUS REVENUE						
001.3600.361101	SBA INTEREST INCOME	30,000	45,212	38,000	30,000	0.00%
001.3600.361103	MUNICIPAL INVESTMENT INTEREST	76,000	118,648	125,000	85,000	11.84%
001.3600.361104	INTEREST INCOME - CRA	593	1,174	593	500	-15.68%
001.3600.362100	GOLF COURSE RENTAL	2,700	5,553	2,700	2,700	0.00%
001.3600.364100	SALE OF FIXED ASSETS		1,750			#DIV/0!
001.3600.369100	MISCELLANEOUS REVENUE	8,000	49,994	10,000	8,000	0.00%
001.3600.369101	MISC REVENUE FOR RESERVES		338,502			#DIV/0!
001.3600.369200	INSURANCE PROCEEDS		57,160			#DIV/0!
001.3600.384000	Other Funding Sources	5,994	15,949		0	-100.00%
TOTALS - 3600 - MISCELLANEOUS REVENUE		123,287	633,942	176,293	126,200	2.36%

CITY COMMISSION

DEPARTMENT FUNCTION AND BUDGETARY HIGHLIGHTS

The City Commission of the City of Flagler Beach is the elected legislative body for the City of Flagler Beach. The Commission establishes policies that should manage growth and plan for the adequate funding of services desired by the public including provision and maintenance of public facilities, and provide for the safety and welfare of the citizens. The City Commission appoints the City Manager and the City Attorney.

Budgetary Highlights for 2020-2021:

The City Commission budget increased by \$1,925 or -2.18%

(This summary provides comments for increases and decreases only, in regards to the 2019-2020 Commission Budget)

Promotional Activities – 001-5111-304800 decrease of -17.76% or \$691.

- Decrease of \$780 or 100% for removal of Destination Flagler Advertisement
- Decrease \$90.00 or 37.5% for refreshments in Commission Kitchen

Operating Supplies – 001-5111-305200 increase of 18.29% or \$402.

- Tablets for paperless agenda packets

Memberships Subscriptions & Dues – 001-5111-305400 decreased of 17.55% or \$330

- Decrease of \$450 Chamber Membership
- Increase \$120 Florida League of Cities membership increase

Election Expenses – 001-5111-305500 decrease of \$2,750 or -17.06%

- Supervisor of Election expenses decrease by \$2,000 or 13.33% for removal of Charter ballot items
- Removal of expense for Charter educational material decrease in amount of \$750.00 or 100%

General Fund

GL NUMBER AND ACCOUNT	DESCRIPTION	2019-20 AMENDED BUDGET	2018-19 ACTIVITY	2019-20 PROJECTED ACTIVITY	2020-21 REQUESTED BUDGET	% CHANGE AMENDED TO REQUESTED
<i>Dept 5111 - COMMISSION</i>						
101200	SALARY	51,000	49,491	51,000	52,020	2.00%
102100	FICA/MEDICARE	3,925	3,786	3,925	4,004	2.01%
102400	WORKERS COMP	150	81	110	62	-58.67%
TOTAL SALARIES & BENEFITS		55,075	53,358	55,035	56,086	1.84%
303100	PROFESSIONAL SERVICES	550		550	550	0.00%
304000	TRAVEL/TRAINING	7,400	6,433	4,700	8,500	14.86%
304600	REPAIRS & MAINTENANCE	2,000	2,417		2,000	0.00%
304800	PROMOTIONAL ACTIVITIES	3,891	7,045	3,500	3,200	-17.76%
305200	OPERATING SUPPLIES	2,198			2,600	18.29%
305400	MEMBRSHPS SUBSCRPTS DUES	1,880	1,505	1,616	1,550	-17.55%
305500	ELECTION EXPENSES	16,120	11,502	6,600	13,370	-17.06%
TOTAL OPERATIONS		34,039	28,902	16,966	31,770	-6.67%
TOTALS - 5111 - COMMISSION		<u>89,114</u>	<u>82,260</u>	<u>72,001</u>	<u>87,856</u>	<u>-1.41%</u>

General Fund

GL NUMBER AND ACCOUNT	DESCRIPTION	2019-20 AMENDED BUDGET	2018-19 ACTIVITY	2019-20 PROJECTED ACTIVITY	2020-21 REQUESTED BUDGET	% CHANGE AMENDED TO REQUESTED
<i>Dept 5122 - EXECUTIVE</i>						
101200	SALARY	128,511	120,349	129,075	141,585	10.17%
102100	FICA/MEDICARE	9,850	8,884	10,111	10,900	10.66%
102200	RETIREMENT	8,350	7,820	8,350	9,250	10.78%
102300	LIFE & HEALTH INSURANCE	13,160	8,891	13,074	14,939	13.52%
102400	WORKER'S COMPENSATION	350	270	350	144	-58.86%
TOTAL SALARIES & BENEFITS		160,221	146,214	160,960	176,818	10.36%
304000	TRAVEL/TRAINING	7,145	4,523	4,500	8,000	11.97%
304100	TELEPHONE	3,007	1,924	2,815	3,100	3.09%
304800	PROMOTIONAL ACTIVITIES	1,925		2,000	2,000	3.90%
305100	OFFICE SUPPLIES	1,500	1,506	200	500	-66.67%
305200	OPERATING SUPPLIES	700	668	200	350	-50.00%
606401	EQUIPMENT LESS THAN \$5000	2,275	897	1,280	1,800	-20.88%
TOTAL OPERATIONS		16,552	9,518	10,995	15,750	-4.85%
TOTALS - 5122 - EXECUTIVE		<u>176,773</u>	<u>155,732</u>	<u>171,955</u>	<u>192,568</u>	<u>8.94%</u>

CITY CLERK

DEPARTMENT FUNCTION AND BUDGETARY HIGHLIGHTS

The City Clerk's office acts as Secretary to City Commission, and Committees including but not limited to: preparing, filing, and distributing agendas for meetings, attending meetings, recording, filing, indexing, and distributing minutes for meetings, producing documents for Committees, schedules travel for Elected Officials and City Manager as well as processing documents for the payments and reimbursement's. The Clerk's office is responsible for publishing all public notices required by state and local laws, setting public hearings when required and giving proper notification, records management, elections, website, distribution of mail, liaison to IT, responsible for phones, cellular and land lines, and Special Events. As of late the Clerk's office has been providing secretarial services to the Engineer, and writing bid packages. The Clerk also prepares correspondence for the City Manager. All public record requests with the exception of the Police Department records, are filed and produced through this department. The Clerk processes all Special Events, including coordination of support staff and billing, along with a myriad of other duties.

Budgetary Highlights for 2020-2021:

Clerk 's Office Staff:

- **City Clerk** responsible for all activities, and knowledgeable on all operations and responsibilities of the Clerk's office. Oversees the Deputy Clerk. Twenty years of service to the City, nineteen years in the Clerk's Office, in current position since 2009.
- **Deputy Clerk** back up to the City Clerk, handles majority of Committee responsibilities, prime webmaster, assessment clerk. Seven years of service to the City, in current position 4 years.

The City Clerk's budget increases 6.30% or \$15,510

(This summary provides comments for increases and decreases only, in regards to the 2019-2020 Clerk Budget)

Increases are largely for required licenses and equipment maintenance of additional remote users due to COVID-19.

Contractual Services – 001-5123-030400 decrease to line of -23.90% or \$6,820

- Web hosting increased \$330
- BIS Livestream removed service, decrease of \$3,600.
- Municode, addition of Comp Plan, last year and now LDR to be separate document \$1, 500 increase
- BIS Digital Recording contract \$160 increase
- Compliance Sheriff removed service decrease of \$7,000
- Smarsh Cloud management Text and Media Back-up increase \$2,200.

Travel /Training 001-5123-304000 decrease to line of -24.50% or \$1,000

- Removed training for Records Management

Legal Notices 001-5123-304901 increase of 24.59% or \$3,750

- LDR amendment legal ads and Project legal bid advertisement had to request budget amendment of 19/20 to meet demand.

Office Supplies – 001-5123-305100 decrease of -27.77% or \$500.

- Retaining more files electronically cutting back on cost for folders, etc.

Memberships Subscriptions and Dues – 001-5123-305400 increase of 82.43% or \$17,731.

- Microsoft Licensing increased # of users from 58 to 90 increase of \$5,160 or 53.75%
- Anti-Virus Licenses changed company due to security concerns former did not cover, and increase in number of users \$2,250 increase or 155%
- Gateway Remote Licenses increase due to more remote users \$1,500 increase or 100%
- San Device renewal \$1,634 or 100% increase, new equipment with maintenance contract
- Go Daddy SSL Certificate renewal \$597.
- Veeam Server back-up decreased \$100.00 or -5%
- GFI Event Server manager new equipment \$2,500 or 100% increase.
- Zoom Standard Pro package \$1400 or 100% increase
- Zoom Webinar Module \$1500 or 100% increase
- Cisco Enterprise Cloud Controller \$1,900 or 100%

General Fund

GL NUMBER AND ACCOUNT	DESCRIPTION	2019-20 AMENDED BUDGET	2018-19 ACTIVITY	2019-20 PROJECTED ACTIVITY	2020-21 REQUESTED BUDGET	% CHANGE AMENDED TO REQUESTED
<i>Dept 5123 - CITY CLERK</i>						
101200	SALARY	114,565	104,448	120,300	116,856	2.00%
101300	OTHER SALARIES & WAGES		405	1,200		#DIV/0!
101400	OVERTIME	150	63	150	153	2.00%
102100	FICA/MEDICARE	8,800	7,832	8,700	8,976	2.00%
102200	RETIREMENT	7,450	6,699	7,330	7,599	2.00%
102300	LIFE & HEALTH INSURANCE	18,185	16,708	19,160	19,279	6.02%
102400	WORKER'S COMPENSATION	300	186	186	123	-59.00%
TOTAL SALARIES & BENEFITS		149,450	136,341	157,026	152,986	2.37%
303400	CONTRACTURAL SERVICES	28,534	14,452	28,500	21,714	-23.90%
304000	TRAVEL/TRAINING	4,080	5,422	3,500	3,080	-24.51%
304100	TELEPHONE	1,605	1,410	1,590	1,650	2.80%
304600	REPAIRS & MAINTENANCE	7,789	6,737	5,755	7,700	-1.14%
304700	PRINTING & BINDING	12,000	2,385	5,050	12,000	0.00%
304901	LEGAL & PERSONAL NOTICES	15,250	18,147	22,500	19,000	24.59%
305100	OFFICE SUPPLIES	1,800	597	1,400	1,300	-27.78%
305200	OPERATING SUPPLIES		166	800		#DIV/0!
305400	MEMBRSHPS SUBSCRPTS DUES	21,510	14,161	19,000	39,741	84.76%
606401	EQUIPMENT LESS THAN \$5000	4,220	1,387	3,500	2,400	-43.13%
909307	COMPUTER HARDWARE RESERVE		1,672			#DIV/0!
TOTAL OPERATIONS		96,788	66,536	91,595	108,585	12.19%
TOTALS - 5123 - CITY CLERK		<u>246,238</u>	<u>202,877</u>	<u>248,621</u>	<u>261,571</u>	<u>6.23%</u>

Human Resources Department

The Human Resources Department provides services that promote a friendly work environment characterized by trust, mutual respect, open communication, unbiased treatment and personal accountability. We work together with all departments to foster a positive environment while supporting the goals and objectives of the City of Flagler Beach.

The Human Resources Department works with the City Manager, department heads and employees in the area of recruitment, classification, compensation, training, benefits, labor/employee relations and related human resources functions.

The Human Resources Department supports the City's efforts to attract, develop and retain a diverse and productive workforce that is capable of providing quality services to the citizens of Flagler Beach.

The efficiency and effectiveness with which the City services are delivered to the public depends, in large part, on the quality and motivation of the workforce providing those services. The City's employees are its most important asset in accomplishing its varied goals and objectives.

The Human Resources Department also is responsible for the administration of the City's risk management program encompassing property and casualty, workers' compensation and specialty risk insurance.

Human Resources Staff

Human Resource Manager accountable for all of the above responsibilities. (18.5 years of service to the City, with 6 years in current position)

Human Resource Assistant works directly with Human Resource Manager assisting with all Human Resource functions as well as providing administrative assistance to the City Manager. (1 year of service to the City, with 1 year in position)

Impact on Budget

When compared to the current 2019/2020 budget, the increase to the Human Resources Department Budget is 1.56% that equates to \$2035.00. Most of this increase is related to Travel and Training and a new City cell phone for HR Assistant. We would like to continue to enhance employee development, as well as, provide additional training opportunities for new assistant position.

Performance Measures

	FY2017/2018	FY 2018/2019	FY 2019/2020 (thru 7/30)
Average number of Employees (including seasonal)	105	107	113
Number of New Hires (not including seasonal)	16	19	10
Number of Seasonal Employees Hired	19	21	24
Number of Employees Terminated/Resigned/Retired	11	14	5
Number of Worker's Comp Claims filed	15	7	4
Number of General Liability Claims filed	10	10	7

General Fund

GL NUMBER AND ACCOUNT	DESCRIPTION	2019-20 AMENDED BUDGET	2018-19 ACTIVITY	2019-20 PROJECTED ACTIVITY	2020-21 REQUESTED BUDGET	% CHANGE AMENDED TO REQUESTED
<i>Dept 5124 - HUMAN RESOURCES</i>						
101200	SALARY	69,247	47,359	71,050	70,632	2.00%
102100	FICA/MEDICARE	5,500	3,509	5,600	5,610	2.00%
102200	RETIREMENT	4,500	3,020	4,600	4,590	2.00%
102300	LIFE & HEALTH INSURANCE	11,191	6,199	11,750	11,883	6.18%
102400	WORKER'S COMPENSATION	225	122	165	90	-60.00%
TOTAL SALARIES & BENEFITS		90,663	60,209	93,165	92,805	2.36%
303100	PROFESSIONAL SERVICES	13,500	7,937	6,300	12,000	-11.11%
304000	TRAVEL/TRAINING	5,800	3,173	3,200	7,500	29.31%
304100	TELEPHONE	932	736	1,254	1,775	90.45%
304800	PROMOTIONAL ACTIVITIES	11,500	3,446	4,600	10,000	-13.04%
304901	LEGAL & PERSONAL NOTICES	3,000	2,670	2,500	3,000	0.00%
305100	OFFICE SUPPLIES	500	633	375	500	0.00%
305200	OPERATING SUPPLIES	1,200	809	1,100	1,900	58.33%
305400	MEMBRSHPS SUBSCRPTS DUES	500	350	500	600	20.00%
606401	EQUIPMENT LESS THAN \$5000	2,735	1,496	3,000	2,150	-21.39%
TOTAL OPERATIONS		39,667	21,250	22,829	39,425	-0.61%
TOTALS - 5124 - HUMAN RESOURCES		<u>130,330</u>	<u>81,459</u>	<u>115,994</u>	<u>132,230</u>	<u>1.46%</u>

FINANCE DEPARTMENT

“Our mission is to pro-actively manage the financial affairs of the city, employing the highest level of professional standards, personal ethics, and civil behaviors.”

The Finance Department is the steward of moneys for the citizens of Flagler Beach. The Finance Department provides a broad range of services both to other departments in the City and to the public.

Our responsibilities include oversight and management of the following tasks

- **Budgeting** – Work with the City Manager to prepare, explain and administer the annual budget for the City
- **Auditing** – Work with Independent Auditing Team to evaluate the internal controls of the City, review Financial Statements, and implement Governmental Accounting Standards
- **Purchasing** – Enforce the purchasing ordinance, with the approval of every purchase order initiated by City Staff; prior to final approval by the City Manager

**Utility Billing ~ Accounting ~ Payroll ~ Fixed Asset Management ~ Revenue Collection ~ Vendor Payments
Investments ~ Accounts Receivable ~ Capital Project Funding ~ Grant Assistance**

Finance Department Staff

- Finance Director accountable for all above responsibilities. Oversees the following positions within the department. (15 ½ years of service to the City)
- Payroll/Bookkeeper – responsible for Payroll, Benefit Reconciliation, oversight on Cash Receipts for Utilities, Finance, Pier and Building Departments (10 years of service to the City)
- Utility Billing – responsible for all aspects of billing process, including Customer Service, Bill Preparation, Work Orders (11 years of service to the City)

- Accounting Clerk – responsible for review of expenditures and payment to City approved vendors, assists staff with purchasing (13 years of service to the City)
- Cashier – responsible for Customer Service to the City, works closely with Utility Billing Manager, Cash Reconciliation (2 ½ years of service to the City)
- Assistant to the Finance Director – (Replacing approved Purchasing Agent from 2019-20 Budget) this individual would be responsible for all assisting the Finance Director with all aspects of budgeting, auditing and purchasing, including enforcement of the purchasing ordinance. This person would closely assist the Finance Director, receive similar training and learn the daily, monthly, quarterly and annual routine of the Finance Director. The position would be in the same pay range as the previous position.

As indicated by the longevity of staff members, there is very little turnover in this department. The exception being the Cashier Position due to the entry level salary. However, during the past 15 years the cashier has not left city employment, but moved into other positions. The following City Positions are currently staffed by former Cashiers, *Accounting Clerk, Bookkeeper, Deputy City Clerk and Customer Service for Planning and Zoning.*

Impact on the Budget

When compared to the current budget, the increase to the Finance Department Budget is less than 1%. A 1.36% COLA raise to current staff and a .73% increase was budgeted to fund current staff salary increases based on performance. All other operational accounts show decreases and there is not a request for capital purchases in the Finance Department.

Finance Department Salaries and Benefits are split throughout the city's governmental and enterprise funds, as finance staff provides services to all funds.

Future Vision for the Finance Department

Succession Planning

The Finance Department plans to utilize the Assistant to the Finance Director position as a possible future Finance Director for the City. Our Cashier has been crossed-trained to work the Accounting Clerk position.

Other Impacts

The expansion of the John Anderson Corridor, for which the City provides water and wastewater services to, will in turn impact the Utility Billing/Customer Service segment of the Finance Department, future planning may include another position to this section of the finance department.

General Fund

GL NUMBER AND ACCOUNT	DESCRIPTION	2019-20 AMENDED BUDGET	2018-19 ACTIVITY	2019-20 PROJECTED ACTIVITY	2020-21 REQUESTED BUDGET	% CHANGE AMENDED TO REQUESTED
<i>Dept 5131 - FINANCE</i>						
101200	SALARY	173,568	133,193	164,100	173,562	0.00%
101300	OTHER SALARIES & WAGES		45	3,000		#DIV/0!
101400	OVERTIME	1,500	856	750	1,530	2.00%
102100	FICA/MEDICARE	13,500	10,142	13,400	13,300	-1.48%
102200	RETIREMENT	11,500	8,509	11,475	11,300	-1.74%
102300	LIFE & HEALTH INSURANCE	27,977	19,760	27,400	30,215	8.00%
102400	WORKER'S COMPENSATION	525	257	385	205	-60.95%
TOTAL SALARIES & BENEFITS		228,570	172,762	220,510	230,112	0.67%
304000	TRAVEL/TRAINING	14,200	7,510	4,100	12,500	-11.97%
304100	TELEPHONE	2,520	1,640	2,250	2,500	-0.79%
305100	OFFICE SUPPLIES	3,000	1,614	1,700	2,200	-26.67%
305200	OPERATING SUPPLIES	800	288	500	800	0.00%
305400	MEMBRSHPS SUBSCRPTS DUES	265	130	165	265	0.00%
606401	EQUIPMENT LESS THAN \$5000	4,390	2,866	8,390	0	-100.00%
TOTAL OPERATIONS		25,175	14,048	17,105	18,265	-27.45%
TOTALS - 5131 - FINANCE		<u>253,745</u>	<u>186,810</u>	<u>237,615</u>	<u>248,377</u>	<u>-2.12%</u>

General Fund

GL NUMBER AND ACCOUNT	DESCRIPTION	2019-20 AMENDED BUDGET	2018-19 ACTIVITY	2019-20 PROJECTED ACTIVITY	2020-21 REQUESTED BUDGET	% CHANGE AMENDED TO REQUESTED
<i>Dept 5141 - LEGAL</i>						
303400	CONTRACTUAL SERVICES	128,400	121,686	138,000	128,400	0.00%
305600	JUDGMNTS, CLAIMS, & AWRDS	5,000		5,000	5,000	0.00%
305800	CODE ENFORCEMENT	2,000	1,110	500	3,000	50.00%
305900	SPECIAL COUNCIL	16,257	22,322	17,500	10,000	-38.49%
<i>TOTALS - 5141 - LEGAL</i>		<u>151,657</u>	<u>145,118</u>	<u>161,000</u>	<u>146,400</u>	<u>-3.47%</u>

General Fund

GL NUMBER AND ACCOUNT	DESCRIPTION	2019-20 AMENDED BUDGET	2018-19 ACTIVITY	2019-20 PROJECTED ACTIVITY	2020-21 REQUESTED BUDGET	% CHANGE AMENDED TO REQUESTED
<i>Dept 5191 - MAINTENANCE</i>						
101200	SALARY	138,181	119,354	150,090	149,102	7.90%
101400	OVERTIME	2,400	2,148	2,300	2,400	0.00%
101500	SPECIAL & INCENTIVE PAY	7,000	6,804	7,000	7,000	0.00%
102100	FICA/MEDICARE	11,600	9,711	11,600	11,500	-0.86%
102200	RETIREMENT	9,100	7,705	9,400	9,750	7.14%
102300	LIFE & HEALTH INSURANCE	37,300	29,256	37,600	40,284	8.00%
102400	WORKER'S COMPENSATION	18,700	10,161	14,000	12,915	-30.94%
TOTAL SALARIES & BENEFITS		224,281	185,139	231,990	232,951	3.87%
303100	PROFESSIONAL SERVICES	38,169	8,700			-100.00%
303400	CONTRACTUAL SERVICES	55,945	47,266	57,000	63,400	13.33%
304000	TRAVEL/TRAINING	1,500			1,650	10.00%
304100	TELEPHONE	3,745	2,389	2,900	3,125	-16.56%
304300	UTILITY SERVICES	3,000	3,298	3,240	3,580	19.33%
304400	RENTALS & LEASES	3,000	2,306	2,300	3,300	10.00%
304600	REPAIRS & MAINTENANCE	45,000	38,623	30,000	42,000	-6.67%
304602	HALKOVER REPAIRS & MAINTENANCE	8,000	3,127	7,800	8,800	10.00%
304800	PROMOTIONAL ACTIVITIES	1,000		500	1,100	10.00%
305200	OPERATING SUPPLIES	5,900	4,224	2,700	4,640	-21.36%
464100	VEHICLE REPAIRS & MAINTENANCE	2,000	501	550	1,450	-27.50%
464105	GASOLINE & DIESEL FUEL	5,000	4,973	4,500	5,000	0.00%
606401	EQUIPMENT LESS THAN \$5000	3,000	1,271	600	3,300	10.00%
TOTAL OPERATIONS		175,259	116,678	112,090	141,345	-19.35%
606300	IMPROVEMENTS	897,122	118,148	431,200	22,000	-97.55%
606400	CAPITALIZED EQUIPMENT	108,500		9,000	10,000	-90.78%
TOTAL CAPITAL IMPROVEMENTS/EQUIPMENT		1,005,622	118,148	440,200	32,000	-96.82%
TOTALS - 5191 - MAINTENANCE		1,405,162	419,965	784,280	406,296	-71.09%

General Fund

GL NUMBER AND ACCOUNT	DESCRIPTION	2019-20 AMENDED BUDGET	2018-19 ACTIVITY	2019-20 PROJECTED ACTIVITY	2020-21 REQUESTED BUDGET	% CHANGE AMENDED TO REQUESTED
<i>Dept 5192 - GENERAL GOVERNMENT</i>						
102400	WORKER'S COMPENSATION	5,000	9,370	3,900	984	-80.32%
102500	UNEMPLOYMENT COMPENSATION	1,500			1,500	0.00%
303100	PROFESSIONAL SERVICES	63,700	38,672	63,700	60,700	-4.71%
303200	AUDIT	34,000	33,400	34,000	38,000	11.76%
303400	CONTRACTUAL SERVICES	63,000	59,478	61,900	63,000	0.00%
303401	ANIMAL CONTROL-FLG H. SOC	16,500	11,854	13,660	17,200	4.24%
304100	TELEPHONE	10,300	11,530	8,460	10,960	6.41%
304300	UTILITY SERVICES	33,500	30,051	36,000	35,500	5.97%
304400	RENTALS & LEASES	5,211	5,387	5,211	5,211	0.00%
304500	INSURANCE	256,500	221,855	230,000	234,000	-8.77%
304600	REPAIRS & MAINTENANCE	2,450	1,514	2,450	2,850	16.33%
304700	PRINTING & BINDING	1,300	2,319	2,300	2,700	107.69%
304900	OTHER CURRENT CHARGES	4,000	2,640	2,000	3,000	-25.00%
305100	OFFICE SUPPLIES	4,620	2,566	2,900	3,500	-24.24%
305200	OPERATING SUPPLIES	5,855	1,202		7,630	30.32%
305400	MEMBRSHPS SUBSCRPTS DUES	2,150	2,015	2,275	2,350	9.30%
305800	POSTAGE	5,850	5,561	5,500	5,850	0.00%
305801	BAD DEBT EXPENSE	1,000			1,000	0.00%
606401	EQUIPMENT LESS THAN \$5000	1,275				-100.00%
606300	IMPROVEMENTS		33,926			#DIV/0!
909302	RESER. FOR CONTINGENCIES	150,938	34,042	203,500	98,324	-34.86%
909307	RESERVE FOR SALARY INCREASES	5,000		5,000	5,000	0.00%
<i>TOTALS - 5192 - GENERAL GOVERNMENT</i>		<u>673,649</u>	<u>507,382</u>	<u>682,756</u>	<u>599,259</u>	<u>-11.04%</u>

Police Department

Mission Statement: It is the mission of the Flagler Beach Police Department to serve and protect the citizens, businesses and visitors of our City by providing professional, competent Law Enforcement services. We strive to protect and preserve the Constitutional Rights of all people and mandate the fair and impartial enforcement of the law. We are committed to providing professional, efficient and courteous public service and creating a safe environment for those we serve. We will work as a Team in order to accomplish our mission with **“P.R.I.D.E.”**.

- Professional – we set the example for others to follow
- Respectful – to ourselves and all that we encounter
- Integrity – in our professional and personal lives
- Disciplined - accountable and consistent in the quality of services we deliver
- Ethical - in our behavior and our actions

Budgetary Impact:

1. **Vehicles:** The cost for the Ford Explorer SUV per vehicle is \$45,000 and Ford no longer produces the Interceptor sedans that we currently utilize in our fleet. We’re respectfully requesting the purchase of two (2) new patrol Ford Explorer SUV’s vehicles. This year we’re respectfully requesting **\$90,000**.
2. **Body Worn Cameras:** Currently our Officers are not equipped with body worn cameras. We’ve explored options and the best option is to lease the equipment over a five (5) year period; with data storage on the leasing company’s servers. The cost for each year of the program is **\$20,000**. Due to the current climate towards Law Enforcement in our Country, this is both an investment and an insurance policy.

3. **License Plate Readers (LPR's):** Due to COVID-19 and issue associated with the pandemic, we have not been able to make any progress with this project. We respectfully recommend funds from this year's budget rollover to the 2020/2021 budget.
4. **Drone:** Due to COVID-19 and issue associated with the pandemic, we have not been able to make any progress with this project. We respectfully recommend funds from this year's budget rollover to the 2020/2021 budget.
- 5.

Recruitment and Retention: People are our single greatest resource and great people are our biggest asset! The hard working men and women that are the Flagler Beach Police Department are committed to making this the safest community possible and that's evident by the Uniform Crime Report (UCR) numbers. Here are the Uniform Crime Report (UCR) numbers for our City for the past four (4) years:

- ✓ **2019:** crime **reduced 46.3%** and our clearance rate **increased from 45.5.to 46.9%.**
- ✓ **2018:** crime **reduced 11.8%** and our clearance rate **increased from 19.9% to 36.6%.**
- ✓ **2017:** crime **reduced 11.94%** and our clearance rate **increased from 16.9% to 19.9%.**
- ✓ **2016:** crime **reduced 16.9%** and our clearance rate **increased from 16.9% to 14.6%.**

Summary of our Departments Functions: The Police Department is the Law Enforcement authority for the City of Flagler Beach. The Police Department provides public safety services twenty-four (24) hours a day, seven (7) days a week.

We work with City Staff and community partners, both within the Law Enforcement community and in the private sector, to ensure that Flagler Beach is a safe place to live, work and visit. Our Department utilizes both Sworn personnel and Civilian Team Members to accomplish our mission and here's just a brief snapshot of our daily duties and responsibilities;

- **Calls for Service** – We respond to dispatched calls for service in reference to Physical Disturbances, Domestic Violence, Burglary, Theft, Fraud, Alarms, Traffic Crashes etc.
- These priority calls come in from multiple sources; 911, text 911 and the non-emergency phone number. Officers respond accordingly to address the nature of the call.
- **Follow Up** – We follow up on crimes that have occurred in our City and last year (2019), our Departments clearance rate increased **from 45.5% to 46.9%**; which is well above the National average. We’re utilizing technology to our advantage and working both hard and smart. Our Detective is “on-call” twenty-four (24) hours a day, seven (7) days a week and she is doing an outstanding job.
- **Crime Prevention** – We proactively work with residents, business owners, visitors and community partners to help reduce crime. We utilize new initiatives as well as traditional media sources (radio, newspaper & television) and social media platforms to reduce the number of victims of crime; last year (2018) our Department **reduced crime 46.3%**.
- **Enforcement** – We enforce State Statutes and City Ordinances on a wide array of criminal and non-criminal offenses. Enforcement efforts can range from illicit narcotics arrests to the issuance of City parking citations for sea dune parking violations, and arrests for probation violations and speed enforcement in the newly constructed areas of SRA1A.
- **Crisis Intervention** – Officers continue to face an increase in call for service with regards to persons with mental health issues. Our County has 9th highest suicide rate in the State of Florida and our Officers are responsible for initiating Baker Act’s (protective custody) to ensure the safety of the person in crisis and to keep the public safe. These calls are both difficult and time consuming. An Officer with a Baker Act that needs to go to Halifax Medical Center in Daytona Beach may be unavailable for hours due to the lack of mental health facilities in Flagler County.

- **House Watch Program** – We continue to offer this service (free of charge) to our residents that are out of town, in order to ensure that their property is safe while they're away. We do our very best to check each residence on the House Watch list at least once per shift. This is a very popular community policing initiative and is yet another reason that our crime rate was down in 2019.
- **Training/Education:** Officers must maintain continuing educational training hours per the Florida Department of Law Enforcement (FDLE). To assist with that mandate we utilize monthly on-line training through Police Law Institute. Additionally, we have a terrific relationship with Staff from Daytona State College's School of Emergency Services for classes that are hosted by the College. I applaud our Officers for their commitment to higher education and will continue to encourage all Members of our Team to pursue College and University Degrees related to their chosen profession.
- **Special Events Planning & Management:** The City of Flagler Beach is host to numerous "Special Events" that occur each and every month throughout the year. These events include, but are not limited to the Chamber of Commerce's "Cheer at the Pier", the annual Tommy Tant and Mayday Surf Tournaments, Piratefest, Corvette's at the Beach, the Holiday at the Beach Parade, monthly 1st Friday's and the single largest one (1) day event in Flagler County; our City's Fabulous 4th of July celebration. These events require both planning and a uniformed Law Enforcement presence at each event to create an atmosphere of safety for attendees.
- **Public Information:** The duties of Public Information for the City have been assigned to the Chief of Police; a responsibility he continues to embrace. Our Department's Facebook page now has over 9,000 "Followers" and has become the source of information for "all things" related to the City of Flagler Beach.

Our presence on social media includes providing the public with informative and timely information on special events occurring throughout the City, problems located within the City (water main breaks, boil water notices, roadways concerns, etc.) public meetings, public safety information, crime prevention tips and hurricane safety. Again this year we embarked on the **#Flagler4th** social media campaign. The actual creation of the media campaign, coupled with responding to citizen questions and/or concerns is very time consuming; but hugely successful. We will continue to deliver social media services and hope to have 10,000 “Followers” on Facebook by the start of 2021.

- **Civilian Team Members:** We have three (3) full-time members and four (4) part-time members that contribute daily to us accomplishing our mission. Our Administrative Assistant works with all Team Members and works directly with the Chief of Police on matters such as maintaining the Departments budget, ordering supplies, interacting with the public, coordinating with outside agencies and assisting with events that bring positive light to our Department and our City (Trunk or Treat, Paint a Rock with a Cop, Polar Plunge, etc.). Our Records Clerk fulfills public records requests and maintains all records pertaining to Police reports, citations, etc. She is also the first person that the public interacts with when they enter our Department. Our Departments Part-time Property & Evidence Custodian maintains one (1) of the Department high liability areas. He is responsible for the in-take and securing of all evidence submitted by our Officers. He delivers evidence to the State Crime Lab in Jacksonville, Florida, he interacts with the State Attorney’s Office and he delivers weekly paperwork to the Courthouse. The remaining two (2) part-time members are assigned to our Victim Advocate’s Program and they supplement our full-time Advocate to assist any and all victims in our City. Our full-time Advocate is “on-call” twenty-four (24) hours a day, seven days a week and the part-time members handle call out when the full-time Advocate is unavailable (on vacation, out of town for training, sick, etc.).

- **Community Involvement:** The Police Department takes great pride in our commitment to our community. This commitment comes in many forms, to include actively participating in organizations, attending community meetings and hosting and/or attending community events. Here's a brief list of our involvement is making our City an overall great place to live work and visit;
 - ✓ Participation by Staff on the Board of Directors for the Flagler Police Athletic League (PAL), Family Life Center and Healthy Start.
 - ✓ Attending community meetings such as the Focus on Flagler Youth, Tobacco Free Flagler, Department of Juvenile Justice, Child Death Review Committee, Interagency Meeting re; mental Health concerns, Stewart-Marchman's Youth Advisory Committee
 - ✓ The Department has and will continue to either host or participate in community events such as the Polar Plunge, Trunk or Treat, Paint a Rock with a Cop, Holiday Cookie Decorating, Starlight 5k or events held at the Women's Club.
 - ✓ Staff are more than willing to assist community organizations on their days off with events such as Cycle Flagler, COVID-19 Food Donation Distribution, Project Share, etc.

Police Department Staffing

- **Police Chief:** accountable for all above responsibilities. Oversees all operations within the Department. (6 ½ years of service to the City)
- **Police Captain:** Works directly with the Chief of Police and handles operational control of Patrol, Investigations and he also supervises the Victim Advocates Program and acts as of Internal Affairs Investigator (2 ½ years of service to the City)

- **Police Sergeant 1:** responsible for supervising a shift of Patrol Officers, working twelve (12) hour shifts, working both day and night shift (14 years of service to the City)
- **Police Sergeant 2:** responsible for supervising a shift of Patrol Officers, working twelve (12) hour shifts, working both day and night shift (14 years of service to the City)
- **Police Sergeant 3:** responsible for supervising a shift of Patrol Officers, working twelve (12) hour shifts, working both day and night shift (7 years of service to the City)
- **Police Sergeant 4:** – responsible for supervising a shift of Patrol Officers, working twelve (12) hour shifts, working both day and night shift (6 ½ years of service to the City)
- **Police Detective:** - responsible for following up on criminal cases, identifying and interviewing suspects, completing search warrants, arrest affidavits, disseminating information within the Department and with outside agencies, attending “Crime Maps” on-call every day for after-hours callouts, clearing cases for Uniform Crime Reports (6 years of service to the City)
- **Police Officer 1:** responsible for enforcing State Laws/City Ordinances, handling calls for service, working twelve (12) hour shifts, working both day and night shift (9 ¾ years of service to the City)
- **Police Officer 2:** responsible for enforcing State Laws/City Ordinances, handling calls for service, working twelve (12) hour shifts, working both day and night shift (8 ½ years of service to the City)
- **Police Officer 3:** responsible for enforcing State Laws/City Ordinances, handling calls for service, working twelve (12) hour shifts, working both day and night shift (4 ¾ years of service to the City)
- **Police Officer 4:** responsible for enforcing State Laws/City Ordinances, handling calls for service, working twelve (12) hour shifts, working both day and night shift (4 ½ years of service to the City)
- **Police Officer 5:** responsible for enforcing State Laws/City Ordinances, handling calls for service, working twelve (12) hour shifts, working both day and night shift (3 years of service to the City)
- **Police Officer 6:** responsible for enforcing State Laws/City Ordinances, handling calls for service, working twelve (12) hour shifts, working both day and night shift (2 ½ years of service to the City)
- **Police Officer 7:** responsible for enforcing State Laws/City Ordinances, handling calls for service, working twelve (12) hour shifts, working both day and night shift (1 year of service to the City)

- **Police Officer 8:** started July 7, 2020.
- **Police Officer 9:** Position currently vacant
- **Victim Advocate:** responsible for working with victims to assist them with protections orders, funeral arrangements, reimbursement, temporary sheltering, etc. “On-call” twenty-four hours a day, seven days a week. (17 ½ years of service to the City)
- **Administrative Assistant:** assists the Chief of Police with planning and maintaining the Departments budget, ordering Departmental supplies, processes invoices, works with numerous outside agencies and handle all FDLE related paperwork for Officers certifications (6 years of service to the City)
- **Records Clerk:** responsible for customer service at the Front Desk, maintains all Police Records, fulfills public records requests, tracks arrest reports and citations (4 ¾ years of service to the City)
- **Property & Evidence Custodian:** responsible for Customer Service to the City, works closely with Utility Billing Manager, Cash Reconciliation (3 ½ years of service to the City)
- **Part-Time Victim Advocate:** works with the full-time Advocate to assist the needs of victims (5 ¾ years of service to the City)
- **Part Time Victim Advocate:** works with the full-time Advocate to assist the needs of victims (3 ¾ years of service to the City)

Future Vision for the Police Department

Recruitment and Retention: Our goal is, and will continue to be, to recruit the best possible candidates for any vacant positions within the Department and to retain a cadre of highly qualified, educated, professional Police Officers. One (1) of our Sergeants recently earned a Master’s Degree in Criminal Justice from Liberty University and two (2) of our Officers have already earned Bachelor’s degrees. Additionally, there are four (4) of our Officers that are actively pursuing either Associates Degree’s at Daytona State College. On July 7, 2020, our most recently hired Police Officer started his career with City of Flagler Beach. Officer Cornwell is an Iraqi War Veteran, he has six (6) years of Law Enforcement experience and he’s one (1) year shy of earning his Bachelor’s degree.

Technology: The Police Department strives to stay ahead of the curve on newly emerging technology to assist with our mission. Technology such as License Plate Readers (LPR's), Drones and emerging computer software are just some of the ways we can move forward. We're continuously on the lookout for new technology that can give us an advantage to either prevent crime or solve those crimes that do occur in our City.

Second Detective: Detective Vinci does a wonderful job managing her caseload and a second Detective would specifically focus his/her efforts on Domestic Violence; both the prevention of these crimes and relentless follow up after crimes occurs. The 2nd Detective would be proactive with the Family Life Center, the State Attorney's Office, other Law Enforcement agencies, etc. The 2nd Detective would follow up with Victims, assist with the tracking of and prosecution of Offenders, especially those under protective orders from the Courts. We currently have one (1) Detective that is on-call each and every day. A 2nd Detective would afford us the opportunity to rotate the on-call status; providing necessary relief from being on-call.

Civil Protests: Over the past six plus (6+) months, our City has been the preferred venue for six (6) specific marches/protests (COVID-19, Black Lives Matter and PRIDE) that were not planned for and were not budgeted. Additionally, these events were all held without City Special Events permits and announcing protest via social media seems to be the preferred methodology by organizers of civil unrest. The possibility of future protests/marches is inevitable and in my opinion budgeting additional overtime monies for these unplanned events should be considered.

Additional Impacts: The expansion of the John Anderson corridor, will undoubtedly impact the City and the Police Department. The current addition of Bulow Shores and the Gardens, as well as any other additional developments in the future will require vigilant monitoring in order to properly plan and address public safety concerns. Future expansion on John Anderson Highway, whether inside or outside our City limits, will ultimately bring a dramatic increase of traffic to our roadways, people to our amazing restaurants and visitors to our scenic Beach. The impact of future development on John Anderson Highway will require additional Police staffing for our Department to properly "Protect & Serve" our community.

General Fund

GL NUMBER AND ACCOUNT	DESCRIPTION	2019-20 AMENDED BUDGET	2018-19 ACTIVITY	2019-20 PROJECTED ACTIVITY	2020-21 REQUESTED BUDGET	% CHANGE AMENDED TO REQUESTED
<i>Dept 5214 - POLICE DEPARTMENT</i>						
101200	SALARY	855,129	797,136	838,872	919,439	7.52%
101300	OTHER SALARIES & WAGES		2,949	25,000		#DIV/0!
101400	OVERTIME	57,000	56,398	80,000	57,000	0.00%
101500	SPECIAL & INCENTIVE PAY	14,000	14,052	15,000	15,000	7.14%
102100	FICA/MEDICARE	70,743	64,292	75,200	77,000	8.84%
102200	RETIREMENT	146,018	134,465	154,500	149,400	2.32%
102300	LIFE & HEALTH INSURANCE	167,315	133,803	163,000	177,300	5.97%
102400	WORKER'S COMPENSATION	42,067	24,873	32,000	26,240	-37.62%
TOTAL SALARIES & BENEFITS		1,352,272	1,227,968	1,383,572	1,421,379	5.11%
303100	PROFESSIONAL SERVICES	30,500	22,584	20,000	27,800	-8.85%
303400	CONTRACTUAL SERVICES	5,000	5,295	5,500	58,500	1070.00%
303500	INVESTIGATIONS	3,500	100	3,500	3,500	0.00%
304000	TRAVEL/TRAINING	23,850	30,779	23,000	32,500	36.27%
304100	TELEPHONE	10,800	10,145	11,380	12,200	12.96%
304300	UTILITY SERVICES	11,200	10,204	11,600	11,600	3.57%
304400	RENTALS & LEASES	4,558	4,281	4,558	4,558	0.00%
304600	REPAIRS & MAINTENANCE	6,270	6,175	2,200	6,270	0.00%
304700	PRINTING & BINDING	1,800	1,380	1,000	2,500	38.89%
304800	PROMOTIONAL ACTIVITIES	4,200	1,785	2,300	4,200	0.00%
305100	OFFICE SUPPLIES	4,200	2,198	3,000	4,200	0.00%
305200	OPERATING SUPPLIES	36,275	31,737	35,000	38,275	5.51%
305400	MEMBRSHPS SUBSCRPTS DUES	6,730	673	5,520	7,860	16.79%
464100	VEHICLE REPAIRS & MAINTENANCE	22,000	10,887	20,000	26,500	20.45%
464105	GASOLINE & DIESEL FUEL	45,000	40,883	35,000	47,000	4.44%
606401	EQUIPMENT LESS THAN \$5000	136,243	6,460	135,500	10,800	-92.07%
TOTAL OPERATIONS		352,126	185,566	319,058	298,263	-15.30%
606300	IMPROVEMENTS		5,740			#DIV/0!
606400	CAPITALIZED EQUIPMENT	153,000	71,445	106,500	207,000	35.29%
TOTAL CAPITAL IMPROVEMENTS/EQUIPMENT		153,000	77,185	106,500	207,000	35.29%
TOTALS - 5214 - POLICE DEPARTMENT		<u>1,857,398</u>	<u>1,490,719</u>	<u>1,809,130</u>	<u>1,926,642</u>	<u>3.73%</u>

General Fund

GL NUMBER AND ACCOUNT	DESCRIPTION	2019-20 AMENDED BUDGET	2018-19 ACTIVITY	2019-20 PROJECTED ACTIVITY	2020-21 REQUESTED BUDGET	% CHANGE AMENDED TO REQUESTED
<i>Dept 5215 - VICTIM'S ADVOCATE</i>						
101200	SALARY	85,323	79,415	85,323	88,531	3.76%
102100	FICA/MEDICARE	6,527	5,888	6,500	6,775	3.80%
102200	RETIREMENT	3,400	3,192	3,400	3,440	1.18%
102300	LIFE & HEALTH INSURANCE	9,326	8,552	9,235	9,975	6.96%
102400	WORKER'S COMPENSATION	4,500	2,431	3,301	2,460	-45.33%
TOTAL SALARIES & BENEFITS		109,076	99,478	107,759	111,181	1.93%
304000	TRAVEL/TRAINING	7,600	4,090	500	7,350	-3.29%
304100	TELEPHONE	1,791	1,131	1,320	1,400	-21.83%
305100	OFFICE SUPPLIES	2,100	2,325	2,100	1,200	-42.86%
305200	OPERATING SUPPLIES	2,312	1,506	2,200	1,057	-54.28%
464100	VEHICLE REPAIRS & MAINTENANCE	250			250	0.00%
464105	GASOLINE & DIESEL FUEL	1,000	1,421		1,000	0.00%
TOTAL OPERATIONS		15,053	10,473	6,120	12,257	-18.57%
TOTALS - 5215 - VICTIM'S ADVOCATE		<u>124,129</u>	<u>109,951</u>	<u>113,879</u>	<u>123,438</u>	<u>-0.56%</u>

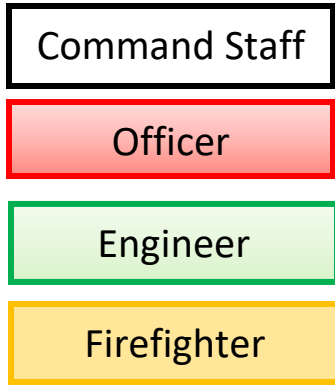
Flagler Beach Fire Department

The Mission of the Flagler Beach Fire Department is to minimize the loss of life and property resulting from fire, medical emergencies, and other disasters. We will achieve this through prevention, education, fire suppression, emergency medical services and emergency preparedness.

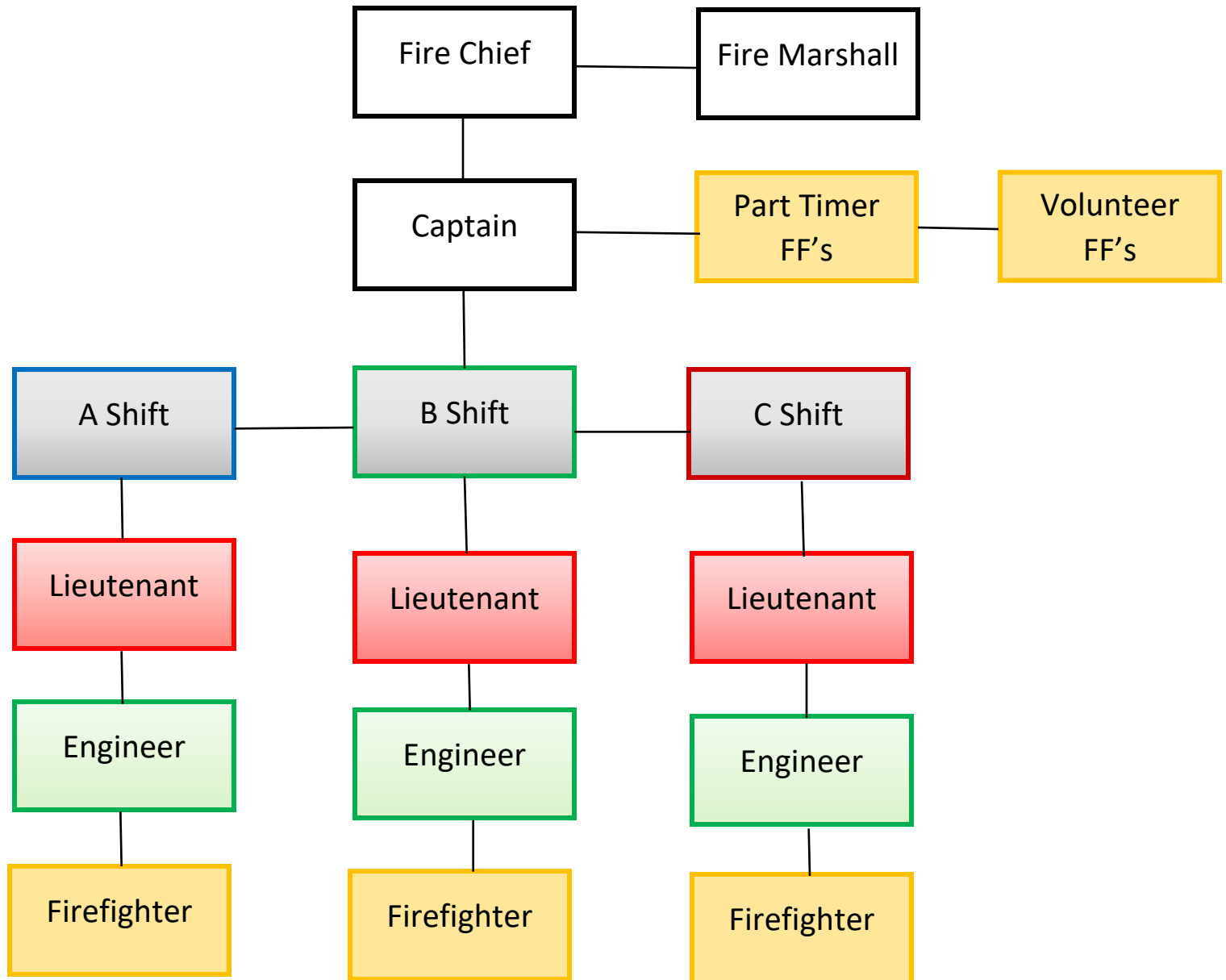


Working house fire South Daytona Ave. April 11th 2020.

Ranks



ORGANIZATIONAL CHART



Fire Department Staff

Fire Chief - Under direction of the City Manager, this position performs highly responsible administrative, supervisory and professional tasks in coordinating and supervising daily operations of the Fire Department. This position has daily contact with employees, other City Departments, other Agencies and the Public. It functions to maximize effective operations that prevent and minimize injury and/ or loss of life and property in emergency and fire situations.

Captain - Under direction of a Fire Chief, the purpose of the position is to provide second-line command over an emergency response shift, e.g., engine companies, ladder trucks, rescue squads. Employees in this classification perform in a middle management capacity to direct and manage emergency response activities, e.g., fire suppression, EMS, hazardous materials control. Position is accountable for the facilitating and enforcing departmental policies and procedures. Performs related work as directed. Supervises, assigns and evaluates the activities and responsibilities of the assigned fire response shift, e.g., Fire Lieutenants.

Lieutenant - Under direction of the Fire Captain, this position provides first-line command over an emergency response unit, e.g. Engine Company, ladder truck. The position performs in an entry level supervisory capacity to direct and supervise emergency response activities, e.g. fire suppression, hazardous material control, EMS, BLS. The Position is accountable for the supervision of the assigned shift and their respective fire house responsibilities and activities. Performs other related work as directed.

Driver/Engineer - Under general supervision, responds to fire alarms, emergency medical calls, traffic accidents, rescue and other emergency calls to protect life and property; drives, operates and maintains fire apparatus, equipment and other specialized vehicles; operates fire pumpers and related apparatus; participates in training, drill and independent studies; participates in fire prevention inspections and public education activities; participates in the maintenance of Fire Department equipment and facilities; performs various staff support assignments; and performs related work as assigned.

Firefighter/EMT/Paramedic - Under general supervision, operates firefighting equipment and apparatus; performs fire suppression and fire prevention duties to protect life and property; provides emergency rescue and basic medical services as required; utilizes various tools and power equipment in rescue operations; maintains department equipment, vehicles and facilities

Emergency Services Provided

- Fire Suppression
- Emergency Medical Services
- Response to Motor Vehicle Accidents
- Wildland Firefighting
- Marine Rescue
- Hazmat Response
- Technical Rescues
- Search & Rescue
- Invalid Assists
- Welfare checks



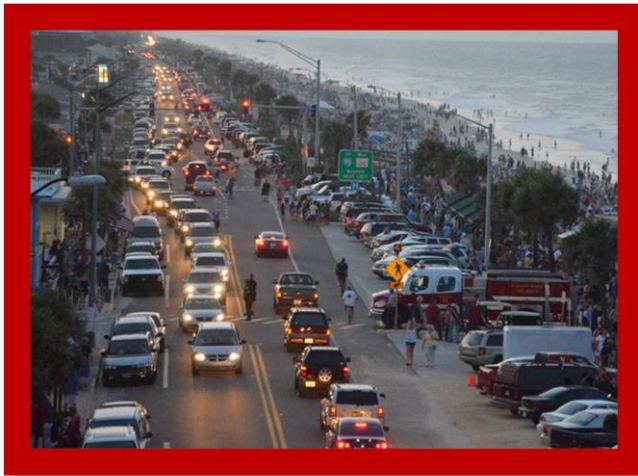
Community Services Provided

- Free CPR classes w/ certifications
- Smoke detector program
- Blood pressure checks
- Station tours
- Birthday appearances
- Juvenile Fire Setter Program
- Burn Permits
- Fire Mitigation



Special Events

- 4th Of July Event
- Christmas Parade
- Cheer at the Pier
- 9/11 Blue Mass
- Chili Cook-off
- First Fridays
- Pirate Invasion
- Turtle Fest



Goodwill & Charitable Events

- Woman's Club Rummage Sale
- Citizens Academy
- Christmas party for children
- Surfer's for Autism
- Annual Bed Race
- Urban Surf
- Water Safe



In addition to the general job responsibilities, each firefighter assigned to shift is responsible for vital operational assignment.

EMS

- EMS operations.
- EMS training.
- EMS equipment & supplies.
- Q&A reports.
- Certifications/ Recertification's.

FIRE EQUIPMENT

- Purchasing research.
- Equipment repair & maintenance.

AIR/ SCBA

- Air packs repair & maintenance.
- SCBA bottles repair & maintenance.
- Cascade system.
- FIT testing.

VOLUNTEER

- Logs/hours.

APPARATUS

- Maintenance.
- Vehicle Specs.

FIRE TRAINING

- Facility/ Company training.
- Target Solutions.
- Professional development.

COMMUNICATIONS

- Communications
- Radios
- Run Cards

ISO

- Compliance / Inspection

PUBLIC EDUCATION

- Public relation events.
- Juvenile Fire Setter Program
- Website/ Newsletter
- Disaster Group

STATION

- Maintenance and improvements.
- Supplies
- Generator

SAFETY COMMITTEE

- Committee

PPE

- Tracking/ Log
- Repair
- Cleaning
- Exposure reports
- Decontamination kits

Fire Department Years of Service

<i>Rank</i>	<i>Years of Service</i>
Fire Chief	14.60
Captain	9.45
Lieutenant	6.81
Lieutenant	4.45
Lieutenant	3.68
Engineer	3.67
Firefighter	2.30
Engineer	2.29
Engineer	2.05
Firefighter	1.14
Firefighter	.7



A company called the ISO (Insurance Services Office) creates ratings for fire departments and their surrounding communities. The ratings calculate how well-equipped fire departments are to put out fires in that community. The ISO provides this score, often called the "ISO fire score," to homeowners insurance companies. The insurers then use it to help set [homeowners insurance rates](#). The more well-equipped your fire department is to put out a fire, the less likely your house is to burn down. And that makes your home less risky, and therefore less expensive, to insure.

An ISO fire insurance rating, also referred to as a fire score or Public Protection Classification (PPC), is a score from 1 to 10 that indicates how well-protected your community is by the fire department. In the ISO rating scale, a lower number is better: 1 is the best possible rating, while a 10 means the fire department did not meet the ISO's minimum requirements.

In 2018 the Flagler Beach Fire Department received its *ISO Inspection*. After an in depth evaluation, the Flagler Beach Fire Department received an ISO Rating of a 3.

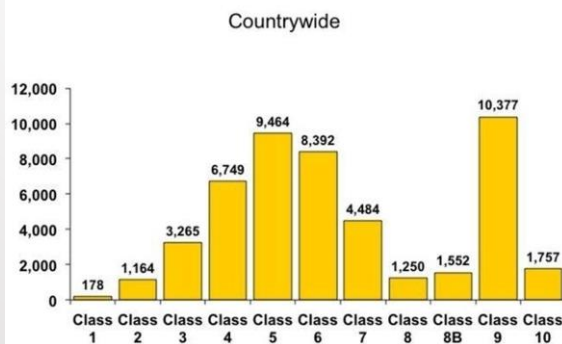


Increased ISO

The Flagler Beach Fire Department was able to jump from an ISO rating of 5 received in 2010 to an ISO rating of 3 due to the following contributions:

- Increase in firefighter staffing.
- Increased firefighter/ officer development training.
- Organized rank/structure.
- Purchase of the 2016 Rosenbauer Quint (Ladder Truck).

ISO Improvements



Flagler Beach Fire Department falls within the top 10% of fire department ratings countrywide.



"What we have to do today is to be ready for an uncertain tomorrow."

Peter F. Drucker,
Professor of Social Science
and Management

Savings & Grants

“The Department has been very successful in obtaining grants over the last several years. This has eased some of the operational expenses for the agency.”

- Chief Robert Pace

Scholarships

Forestry Gear

Training Supplies

Tarps

Water Rescue Equipment

Bunker Gear

Air Fill Station / Compressor

Active Shooter Stop the Bleed Kits

Bedding/ Furniture

Extrication Equipment

Bottle Water

Ballistic Vests & Helmets



DEPARTMENT SAVINGS OF OVER
\$130,000

General Fund

GL NUMBER AND ACCOUNT	DESCRIPTION	2019-20 AMENDED BUDGET	2018-19 ACTIVITY	2019-20 PROJECTED ACTIVITY	2020-21 REQUESTED BUDGET	% CHANGE AMENDED TO REQUESTED
<i>Dept 5221 - FIRE DEPARTMENT</i>						
101200	SALARY	539,565	488,858	553,800	546,372	1.26%
101300	OTHER SALARIES & WAGES	26,000	28,310	50,000	26,000	0.00%
101400	OVERTIME	30,000	65,365	40,000	20,000	-33.33%
101500	SPECIAL & INCENTIVE PAY	5,280	4,760	5,400	5,600	6.06%
102100	FICA/MEDICARE	45,200	44,539	47,000	45,300	0.22%
102200	RETIREMENT	65,000	70,287	63,000	67,600	4.00%
102300	LIFE & HEALTH INSURANCE	102,584	89,278	90,800	108,250	5.52%
102400	WORKER'S COMPENSATION	32,500	20,419	24,000	25,010	-23.05%
TOTAL SALARIES & BENEFITS		846,129	811,816	874,000	844,132	-0.24%
303100	PROFESSIONAL SERVICES	9,860	5,884	6,000	8,200	-16.84%
304000	TRAVEL/TRAINING	11,180	9,422	8,500	11,180	0.00%
304100	TELEPHONE	3,635	4,339	3,300	3,550	-2.34%
304300	UTILITY SERVICES	12,000	13,143	13,200	13,800	15.00%
304500	INSURANCE	5,725	5,130	5,130	5,725	0.00%
304600	REPAIRS & MAINTENANCE	5,100	10,123	5,100	7,100	39.22%
304601	R&M MACHINERY & EQUIPMENT	13,950	13,430	8,500	14,050	0.72%
304700	PRINTING & BINDING	800	771	600	800	0.00%
304800	PROMOTIONAL ACTIVITIES	1,000	1,042	500	3,000	200.00%
305100	OFFICE SUPPLIES	2,500	2,301	1,500	2,500	0.00%
305200	OPERATING SUPPLIES	44,555	59,999	48,000	53,670	20.46%
305400	MEMBRSHPS SUBSCRPTS DUES	6,200		7,220	8,000	29.03%
464100	VEHICLE REPAIRS & MAINTENANCE	30,400	39,526	27,000	34,900	14.80%
464105	GASOLINE & DIESEL FUEL	13,000	9,869	9,500	13,000	0.00%
606401	EQUIPMENT LESS THAN \$5000	146,818	4,222		6,000	-95.91%
909302	RESER. FOR CONTINGENCIES				15,000	#DIV/0!
TOTAL OPERATIONS		306,723	179,201	144,050	200,475	-34.64%
606400	CAPITALIZED EQUIPMENT	45,000		53,000	16,000	-64.44%
909303	FIRE TRUCK RESERVE	75,000		75,000	133,000	77.33%
909308	FIRE SUPPORT EQUIPMENT RESERVE		3,075		49,167	#DIV/0!
TOTAL CAPITAL IMPROVEMENTS/EQUIPMENT		120,000	3,075	128,000	198,167	65.14%
TOTALS - 5221 - FIRE DEPARTMENT		<u>1,272,852</u>	<u>994,092</u>	<u>1,146,050</u>	<u>1,242,774</u>	<u>-2.36%</u>

ZONING DEPARTMENT

“Our mission is to review and enforcement of current Land Development Regulations”

The Zoning Department provides a broad range of services both to the general public as well as other departments in the City.

Our responsibilities include oversight and management of the following tasks:

- **Zoning Reviews of Permits** – ensure the project plans comply with local and state standards for land construction to meet land development regulations
- **Planning & Zoning** – responsible for all current planning and long range planning, maintains and updates the Land Development Code and Official Zoning Map, Future Land Use Map, provides oversight and maintenance of the Comprehensive Plan consistent with the requirements of Florida Statutes.
- **Code Enforcement** – executes prevention, detection, investigation and enforcement of violations of statutes or ordinances regulating public health, safety, and welfare, through code compliance
- **Licensing** -- responsible for the issuance of all Local Business Tax Receipts, Short Term Rental Licenses, Dog Friendly Dining Licenses, and Wayfinding Signs

Planning & Zoning ~ Code Enforcement ~ Revenue Collection ~ Local Business Tax Receipts ~ Wayfinding Signs ~ Dog Friendly Dining ~ Board Secretary ~ Customer Service

Zoning Department Staff

- Planning & Zoning Director - provides oversight of all building permit applications for residential and non-residential new construction, rebuilds, additions, processes re-zoning requests, land use amendments, site plans, variance and special exception requests, responds to all inquiries as it relates to planning and zoning related matters, advises City Manager, Planning and Architectural Review Board and City Council on all planning and zoning related activities. (5 years of service to the City)
- Customer Service Rep – Intake and issuance of Local Business Tax Receipts, Short Term Rentals, Dog Friendly Dining Permits and Wayfinding Signs. Serves as Board Secretary for the Planning and Architectural Review Board and Special

Magistrate meetings. Assists Code Enforcement with clerical duties. Performs customer service. Intake payments. (5 years of service to the City)

- Code Enforcement Officer – conducts observations and investigates code violations. Works with the general public to resolve issues and achieve code compliance. Follows up with courtesy notices, notice of violations and Special Magistrate. (4 years of service to the City)

As indicated by the longevity of staff members, there is very little turnover in this department. The Zoning Director, currently part time, has been employed by the city at intervals over the past 15 years. The Customer service Rep position was filled 3 years ago when current staff member transferred from another department. The Code Enforcement position was previously held by the Chief Building Official and re-assigned as its own position 4 years ago when current staff was hired.

Impact on the Budget

When compared to the current budget, the decrease to the Planning & Zoning Inspection Budget is -8.99 There is an increase for a 1.37% COLA raise to current staff and a budgeted amount to fund current staff salary increases based on comparative salaries and performance. A request for an increase to training for current staff for the future development of the department.

Future Vision for the Zoning Department

Other Impacts

The Zoning Department strives to keep up with technology, therefor-additional software and equipment and training may be sought.

General Fund

GL NUMBER AND ACCOUNT	DESCRIPTION	2019-20 AMENDED BUDGET	2018-19 ACTIVITY	2019-20 PROJECTED ACTIVITY	2020-21 REQUESTED BUDGET	% CHANGE AMENDED TO REQUESTED
<i>Dept 5241 - BUILDING & ZONING</i>						
101200	SALARY	117,180	87,548	132,307	104,675	-10.67%
101300	OTHER SALARIES & WAGES	35,841	30,300	35,734	36,450	1.70%
101400	OVERTIME	750	479	1,000	1,000	33.33%
102100	FICA/MEDICARE	11,589	8,281	13,000	10,900	-5.95%
102200	RETIREMENT	7,500	4,637	7,500	6,806	-9.25%
102300	LIFE & HEALTH INSURANCE	13,904	17,944	19,300	23,750	70.81%
102400	WORKER'S COMPENSATION	2,400	1,040	1,780	205	-91.46%
TOTAL SALARIES & BENEFITS		189,164	150,229	210,621	183,786	-2.84%
303100	PROFESSIONAL SERVICES	70,483	92,769	70,000	14,000	-80.14%
304000	TRAVEL/TRAINING	2,140	1,262	1,000	4,000	86.92%
304100	TELEPHONE	2,095	1,173	640	750	-64.20%
304600	REPAIRS & MAINTENANCE	500	233	150	500	0.00%
304700	PRINTING & BINDING	1,000	271	450	1,000	0.00%
305100	OFFICE SUPPLIES	1,800	1,670	850	1,800	0.00%
305200	OPERATING SUPPLIES	1,200	562	1,000	1,200	0.00%
305400	MEMBRSHPS SUBSCRPTS DUES	570	75	70	570	0.00%
305800	POSTAGE	1,000	1,000	1,000	1,000	0.00%
464100	VEHICLE REPAIRS & MAINTENANCE	800	771	800	800	0.00%
464105	GASOLINE & DIESEL FUEL	1,700	1,143	950	1,700	0.00%
606401	EQUIPMENT LESS THAN \$5000	3,110	400	3,110	1,500	-51.77%
TOTAL OPERATIONS		86,398	101,329	80,020	28,820	-66.64%
606400	CAPITALIZED EQUIPMENT				36,000	#DIV/0!
TOTAL CAPITAL IMPROVEMENTS/EQUIPMENT		0	0	0	36,000	#DIV/0!
TOTALS - 5241 - BUILDING & ZONING		<u>275,562</u>	<u>251,558</u>	<u>290,641</u>	<u>248,606</u>	<u>-9.78%</u>

General Fund

GL NUMBER AND ACCOUNT	DESCRIPTION	2019-20 AMENDED BUDGET	2018-19 ACTIVITY	2019-20 PROJECTED ACTIVITY	2020-21 REQUESTED BUDGET	% CHANGE AMENDED TO REQUESTED
<i>Dept 5411 - ROADS & STREETS</i>						
101200	SALARY	35,953	31,608	36,920	37,567	4.49%
101400	OVERTIME	1,000	564	300	1,000	0.00%
102100	FICA/MEDICARE	2,850	2,446	2,725	3,000	5.26%
102200	RETIREMENT	2,450	1,964	2,300	2,500	2.04%
102300	LIFE & HEALTH INSURANCE	9,326	7,441	8,900	9,840	5.51%
102400	WORKERS COMP	2,100	1,854	1,540	2,050	-2.38%
TOTAL SALARIES & BENEFITS		53,679	45,877	52,685	55,957	4.24%
303400	CONTRACTUAL SERVICES	122,000	109,842	115,000	120,000	-1.64%
304400	STREET LIGHTING	80,000	76,331	74,400	80,000	0.00%
304600	REPAIRS & MAINTENANCE ROADWAYS	158,356	133,040	151,000	119,000	-24.85%
304601	R&M MACHINERY & EQUIPMENT	1,200	350	300	800	-33.33%
305100	OFFICE SUPPLIES	500	632		500	0.00%
305200	OPERATING SUPPLIES	11,650	5,003	7,500	9,650	-17.17%
305400	MEMBRSHPS SUBSCRPTS DUES	350	212	250	250	-28.57%
464100	VEHICLE REPAIRS & MAINTENANCE	1,200	577	600	800	-33.33%
464105	GASOLINE & DIESEL FUEL	3,800	3,755	3,000	3,500	-7.89%
606401	EQUIPMENT LESS THAN \$5000	4,500	4,300	4,300	4,500	0.00%
TOTAL OPERATIONS		383,556	334,042	356,350	339,000	-11.62%
606300	IMPROVEMENTS	40,000			55,000	37.50%
TOTAL CAPITAL IMPROVEMENTS/EQUIPMENT		40,000	0	0	55,000	37.50%
707100	DEBT SERVICE PRINCIPAL	4,472	4,474	4,472	4,767	6.60%
707200	DEBT SERVICE INTEREST	578	573	578	281	-51.38%
TOTAL DEBT SERVICE		5,050	5,047	5,050	5,048	-0.04%
TOTALS - 5411 - ROADS & STREETS		<u>482,285</u>	<u>384,966</u>	<u>414,085</u>	<u>455,005</u>	<u>-5.66%</u>

Flagler Beach Library

The Flagler Beach Library is an essential part of our community, providing access to information, ideas and knowledge through books, programs and other resources. We enjoy promoting creativity, connecting people, and enriching the lives of our patrons. During our recent period of Curbside-only service, we have been improving our City website's Library homepage by adding thousands of books to our online database and providing a current list of the newest items to our Patrons.

Our Services

- Books, Audios, EBooks, Daily Periodicals, etc. - Computer Access/Wi-Fi - Copy/Scan Services

We also host weekly, monthly, and annual programs, such as:

- Story Time - Knitting Group - Book Clubs - Book Sales - Writing & Poetry Groups

Staff:

Director- Supervises operation of Library and staff. Performs administrative duties, which include managing budget and identifying ways in which to streamline spending; collection, processing and ordering of materials; overseeing database. Coordinates programs and partnerships with the community. Provides customer service to patrons at the circulation desk, registers new members, computer assistance, etc. (Position filled January 2020; employee was Assistant Librarian for 1 ½ yrs. prior.)

Assistant Librarian I- Provides customer service and maintains order of collection. Registers patrons, offers assistance at the circulation desk and computers. Processes new materials and database entries; helps organize programs. (Position filled January 2020.)

Part Time Assistant Librarian- (Position filled March 2020) Part-time position assisting fellow staff when needed at the circulation desk, providing support to patrons, helping with programs, etc. (This position ensures that the Library may continue to successfully operate and not rely on volunteers as heavily, while expanding our services, specifically to our Children's Department. Furthermore, for safety and security, an additional employee is an asset.)

Budget Impact –There will be very little change to next year's Library budget. The funds allocated for Memberships, Subscriptions and Dues shows a significant rise (from \$40 to \$460). This is due to the added cost of our online database, which is based on the number of books in our collection and will cost \$420/year when we have entered our entire collection. The capitalized equipment funds requested are to replace at least two bookcases.

General Fund

GL NUMBER AND ACCOUNT	DESCRIPTION	2019-20 AMENDED BUDGET	2018-19 ACTIVITY	2019-20 PROJECTED ACTIVITY	2020-21	% CHANGE AMENDED TO REQUESTED
					REQUESTED BUDGET	
<i>Dept 5711 - LIBRARY</i>						
101200	SALARY	77,511	62,867	69,000	79,020	1.95%
102100	FICA/MEDICARE	6,000	4,465	5,400	6,100	1.67%
102200	RETIREMENT	4,400	4,071	4,200	4,400	0.00%
102300	LIFE & HEALTH INSURANCE	18,656	17,300	12,200	20,000	7.20%
102400	WORKER'S COMPENSATION	225	122	165	90	-60.00%
TOTAL SALARIES & BENEFITS		106,792	88,825	90,965	109,610	2.64%
304000	TRAVEL/TRAINING	750			500	-33.33%
304100	TELEPHONE	3,000	2,359	3,000	3,100	3.33%
304300	UTILITY SERVICES	8,300	8,058	5,200	5,500	-33.73%
304400	RENTALS & LEASES	1,200	963	1,200	1,200	0.00%
304600	REPAIRS & MAINTENANCE	1,314	449	1,274	1,460	11.11%
304800	PROMOTIONAL ACTIVITIES	350	211	150	350	0.00%
305100	OFFICE SUPPLIES				300	#DIV/0!
305200	OPERATING SUPPLIES	3,682	2,511	4,304	1,204	-67.30%
305201	PERIODICALS			0	2,600	#DIV/0!
305400	MEMBRSHPS SUBSCRPTS DUES	40			460	1050.00%
606401	EQUIPMENT LESS THAN \$5000	3,070	2,386	1,500	3,070	0.00%
TOTAL OPERATIONS		21,706	16,937	16,628	19,744	-9.04%
606400	CAPITALIZED EQUIPMENT	7,000			7,000	0.00%
606600	LIB. BOOKS & PUBLICATIONS	19,400	17,855	18,000	18,500	-4.64%
TOTAL CAPITAL IMPROVEMENTS/EQUIPMENT		26,400	17,855	18,000	25,500	-3.41%
TOTALS - 5711 - LIBRARY		<u>154,898</u>	<u>123,617</u>	<u>125,593</u>	<u>154,854</u>	<u>-0.03%</u>

General Fund

GL NUMBER AND ACCOUNT	DESCRIPTION	2019-20 AMENDED BUDGET	2018-19 ACTIVITY	2019-20 PROJECTED ACTIVITY	2020-21 REQUESTED BUDGET	% CHANGE AMENDED TO REQUESTED
<i>Dept 5712 - MUSEUM</i>						
304100	TELEPHONE	480	179	240	240	-50.00%
304300	UTILITY SERVICES	4,000	3,261	3,600	4,000	0.00%
304600	REPAIRS & MAINTENANCE	3,000	1,558	1,500	3,000	0.00%
305400	MEMBRSHPS SUBSCRPTS DUES	1,500	1,500	1,500	1,500	0.00%
<i>TOTALS - 5712 - MUSEUM</i>		<u>8,980</u>	<u>6,498</u>	<u>6,840</u>	<u>8,740</u>	<u>-2.67%</u>

General Fund

GL NUMBER AND ACCOUNT	DESCRIPTION	2019-20 AMENDED BUDGET	2018-19 ACTIVITY	2019-20 PROJECTED ACTIVITY	2020-21 REQUESTED BUDGET	% CHANGE AMENDED TO REQUESTED
<i>Dept 5722 - BEACH DEPARTMENT</i>						
101200	SALARY	45,495	40,106	45,350	45,500	0.01%
101300	OTHER SALARIES & WAGES	129,113	121,630	177,000	125,000	-3.19%
101400	OVERTIME	7,000	5,571	11,500	7,000	0.00%
102100	FICA/MEDICARE	14,000	11,733	18,100	13,600	-2.86%
102200	RETIREMENT	2,975	2,530	2,950	3,100	4.20%
102300	LIFE & HEALTH INSURANCE	7,461	6,844	7,000	7,880	5.62%
102400	WORKER'S COMPENSATION	10,000	6,050	7,500	7,380	-26.20%
TOTAL SALARIES & BENEFITS		216,044	194,464	269,400	209,460	-3.05%
303100	PROFESSIONAL SERVICES	1,500	535	500	1,500	0.00%
304000	TRAVEL/TRAINING	9,000	4,362	2,000	9,000	0.00%
304100	TELEPHONE	760	689	600	600	-21.05%
304600	REPAIRS & MAINTENANCE	2,500	2,207	1,300	2,500	0.00%
304601	R&M MACHINERY & EQUIPMENT	1,500	36	1,200	1,500	0.00%
305200	OPERATING SUPPLIES	16,500	10,667	15,000	16,500	0.00%
305400	MEMBRSHPS SUBSCRPTS DUES	500	500	500	500	0.00%
464100	VEHICLE REPAIRS & MAINTENANCE	7,500	4,826	4,000	4,500	-40.00%
464105	GASOLINE & DIESEL FUEL	1,500	158	950	1,500	0.00%
606401	EQUIPMENT LESS THAN \$5000	3,050	10,914		3,050	0.00%
TOTAL OPERATIONS		44,310	34,894	26,050	41,150	-7.13%
606400	CAPITALIZED EQUIPMENT	23,500			28,000	19.15%
909312	RESERVE FOR BEACH EQUIPMENT		5,031			#DIV/0!
TOTAL CAPITAL IMPROVEMENTS/EQUIPMENT		23,500	5,031	0	28,000	19.15%
TOTALS - 5722 - BEACH DEPARTMENT		<u>283,854</u>	<u>234,389</u>	<u>295,450</u>	<u>278,610</u>	<u>-1.85%</u>

General Fund

GL NUMBER AND ACCOUNT	DESCRIPTION	2019-20 AMENDED BUDGET	2018-19 ACTIVITY	2019-20 PROJECTED ACTIVITY	2020-21 REQUESTED BUDGET	% CHANGE AMENDED TO REQUESTED
Dept 5800 - RECREATION						
101200	SALARY	11,349	10,790	36,076	11,525	1.55%
101300	OTHER SALARIES & WAGES		1,265	25,000		#DIV/0!
101301	JR LIFEGUARD SALARY	9,800	8,871		9,800	0.00%
101400	OVERTIME	1,200	868	800	1,200	0.00%
102100	FICA/MEDICARE	1,650	1,405	4,550	1,750	6.06%
102200	RETIREMENT	738	762	2,400	800	8.40%
102300	LIFE & HEALTH INSURANCE	1,865	1,947	4,700	2,014	7.99%
102400	WORKER'S COMPENSATION	770	657	565	246	-68.05%
TOTAL SALARIES & BENEFITS		27,372	26,565	74,091	27,335	-0.14%
303100	PROFESSIONAL SERVICES	21,768	69,721	19,000		-100.00%
304100	TELEPHONE	1,020	765	1,080	1,100	7.84%
304500	INSURANCE	750	644		750	0.00%
304600	REPAIRS & MAINTENANCE	19,000	9,631	12,000	5,000	-73.68%
305200	OPERATING SUPPLIES	47,750	40,538	10,800	47,750	0.00%
305201	JR LIFEGUARD OPERATING EXPENSE	2,500			2,500	0.00%
464105	GASOLINE	2,500	2	500	1,000	-60.00%
606401	EQUIPMENT LESS THAN \$5000	1,000				-100.00%
TOTAL OPERATIONS		96,288	121,301	43,380	58,100	-39.66%
606300	IMPROVEMENTS	37,000	2,450		20,000	-45.95%
909302	PARKS RESERVE	5,000	6,240	5,000	5,000	0.00%
TOTAL CAPITAL IMPROVEMENTS/EQUIPMENT		42,000	8,690	5,000	25,000	-40.48%
TOTALS - 5800 - RECREATION		<u>165,660</u>	<u>156,556</u>	<u>122,471</u>	<u>110,435</u>	<u>-33.34%</u>

GL NUMBER AND ACCOUNT	DESCRIPTION	2019-20 AMENDED BUDGET	2018-19 ACTIVITY	2019-20 PROJECTED ACTIVITY	2020-21 REQUESTED BUDGET	% CHANGE AMENDED TO REQUESTED
Dept 3100 - AD VALOREM, SALES AND USE TAXES						
101.3100.311100	AD VALOREM TAXES	134,325	105,265	127,685	133,449	-0.66%
101.3100.311300	CRA-AD VALOREM TAXES(COUNTY)	185,538	160,723	181,234	189,390	2.03%
101.3100.311400	CRA-AD VALOREM TAXES(EFMCD)	5,000	4,915	5,630	6,000	16.67%
Totals for dept 3100 - AD VALOREM, SALES AND USE TAXES		324,863	270,903	314,549	328,839	1.21%

GL NUMBER AND ACCOUNT	DESCRIPTION	2019-20 AMENDED BUDGET	2018-19 ACTIVITY	2019-20 PROJECTED ACTIVITY	2020-21 REQUESTED BUDGET	% CHANGE AMENDED TO REQUESTED
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CRA - FUND EXPENSE

303100	PROFESSIONAL SERVICES		4,880			#DIV/0!
303200	AUDIT	4,000	4,000	4,000	5,000	20.00%
303400	CONTRACTUAL SERVICES	84,400	67,690	69,692	79,400	-6.30%
304300	UTILITIES	7,500	6,659	8,000	8,500	11.76%
304600	REPAIRS & MAINTENANCE	25,900	19,300	25,000	10,000	-159.00%
304901	LEGAL & PERSONAL NOTICES	1,000			500	-100.00%
305200	OPERATING SUPPLIES	5,000			1,500	-233.33%
305400	MEMBRSHPS SUBSCRPTS DUES	200	175	175	200	0.00%
606300	IMPROVEMENTS	121,081	8,935	129,000	155,375	22.07%
707100	EBT SERVICE PRINCIPAL- GENERAL FUND	29,047		29,047		#DIV/0!
707200	INTEREST LOAN FROM GENERAL FUND	593	1,174	593		#DIV/0!
707206	DEBT SERVICE PRINCIPAL	58,000	57,000	58,000	60,000	3.33%
707207	DEBT SERVICE - INTEREST	16,521	17,963	16,521	15,054	-9.74%
Totals for dept 5391 - FUND EXPENSE		<u>353,242</u>	<u>187,776</u>	<u>340,028</u>	<u>335,529</u>	<u>-5.28%</u>

Building Code Inspection Fund

GL NUMBER AND ACCOUNT	DESCRIPTION	2019-20 AMENDED BUDGET	2018-19 ACTIVITY	2019-20 PROJECTED ACTIVITY	2020-21 REQUESTED BUDGET	% CHANGE AMENDED TO REQUESTED
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Dept 3200 - LICENSE & PERMITS

321101	BUILDING PERMITS	175,000	184,306	220,000	220,000	20.45%
321102	EDUCATION FEES (RESTRICTED)	7,000	6,279	7,000	7,000	0.00%
321103	TECHNOLOGY FEE (RESTRICTED)	7,000	6,259	7,000	7,000	0.00%
321104	REINSPECTIONS FEES	4,000	3,805	8,000	8,000	50.00%
321107	Plan Review Fees	9,000	10,087	11,000	10,000	10.00%
Totals for dept 3200 - LICENSE & PERMITS		202,000	210,736	253,000	252,000	19.84%

Dept 3600 - MISCELLANEOUS REVENUE

384001	SURCHARGE FEE	1,000	3,339	500	1,000	0.00%
Totals for dept 3600 - MISCELLANEOUS REVENUE		1,000	3,339	500	1,000	0.00%

BUILDING DEPARTMENT

“Our mission is to protect the health, safety, & welfare of the public through interpretation and enforcement of current Building Codes”

The Building Department provides a broad range of services both to the general public as well as other departments in the City.

Our responsibilities include oversight and management of the following tasks:

- **Permitting** – Receive, review and process building permit applications. Issue permits and collect fees.
- **Inspections** – conducting inspections applicable to the approved plans per the Florida Building Code. Ensure and protect the public health, safety and welfare of current and future owners, contractors and occupants
- **Plans Examining** – Review building plans to insure compliance to the Florida Building Code
- **Fire Code** - Inspect buildings and structures to identify potential fire hazards.

Building Permitting ~ Plans Review ~ Revenue Collection ~ Customer Service

Building Department Staff

- Chief Building Official – performs supervisory and administrative duties in coordinating the operation of the building department inspections division and code enforcement, which includes complex technical duties in enforcing construction codes to ensure public safety and health such as building plans reviews and building inspections. (9 years of service to the City)
- Building Inspector - Reviews building plans and visits construction sites to perform building inspections to ensure all city, state and national building codes and regulations are being met to ensure public health, safety and welfare of the public.
- Permit Technician II – assists in zoning reviews. Coordinates assignment of building addresses with e-911. Generates weekly, monthly, quarterly and annual reports. Intakes and issues permits. Provides customer service. Intake payments. (10 years of service to the City)
- Permit Technician I – intake and issuance of permits. Performs customer service. Intake payments. (4 years of service to the City)

- Fire Inspector - Ensure buildings are equipped with fire control equipment, including fire extinguishers. Check for accumulations of combustible material, electrical wiring problems, and inadequate or non-functional fire exits.

As indicated by the longevity of staff members, there is very little turnover in this department. The Permit Technician I position created 4 years ago when current staff member was hired. The Code Enforcement position previously held by the Chief Building Official and re-assigned as its own position 4 years ago when current staff was hired. A Building Inspector position created this year and a new staff member was hired.

Impact on the Budget

When compared to the current budget, the decrease to the Building Code Inspection Budget is -15.14%. There is an increase for a 1.37% COLA raise to current staff and a budgeted amount to fund current staff salary increases based on comparative salaries and performance. A request for an increase to training for current staff for the future development of the department.

Future Vision for the Building Department

Other Impacts

The Building Department strives to keep up with technology, therefore additional software and equipment and training may be sought.

Building Code Inspection Fund

GL NUMBER AND ACCOUNT	DESCRIPTION	2019-20 AMENDED BUDGET	2018-19 ACTIVITY	2019-20 PROJECTED ACTIVITY	2020-21 REQUESTED BUDGET	% CHANGE AMENDED TO REQUESTED
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Dept 5242 - BUILDING CODE INSPECTION

101200	SALARY	210,504	142,872	179,024	203,266	-3.56%
101400	OVERTIME	2,500		1,000	1,500	-66.67%
102100	FICA/MEDICARE	16,300	10,056	13,750	15,700	-3.82%
102200	RETIREMENT	12,300	7,858	10,500	13,300	7.52%
102300	LIFE & HEALTH INSURANCE	32,635	17,644	24,200	30,050	-8.60%
102400	WORKER'S COMPENSATION	4,900	2,734	3,600	3,280	-49.39%
TOTAL SALARIES & BENEFITS		279,139	181,164	232,074	267,096	-4.51%
303100	PROFESSIONAL SERVICES	8,000	2,110	800	4,000	-100.00%
303400	CONTRACTUAL SERVICES	2,000	2,585	2,000	2,000	0.00%
304000	TRAVEL/TRAINING	4,000	1,557	3,000	11,000	63.64%
304100	TELEPHONE	5,123	2,852	4,300	4,575	-11.98%
304300	UTILITY SERVICES	7,200	4,114	7,000	6,500	-10.77%
304400	RENTALS & LEASES	2,500	2,071	2,200	3,000	16.67%
304600	REPAIRS & MAINTENANCE	7,270	17,634		10,000	27.30%
304900	OTHER CURRENT CHARGES	100	2,665	100	100	0.00%
305100	OFFICE SUPPLIES	1,200	649	700	1,200	0.00%
305200	OPERATING SUPPLIES	3,700	677	3,200	3,200	-15.63%
305400	MEMBRSHPS SUBSCRPTS DUES	265	410	150	265	0.00%
305800	POSTAGE	1,000	6	1,000	1,000	0.00%
464100	VEHICLE REPAIRS & MAINTENANCE	800	1,563	1,200	800	0.00%
464105	GASOLINE & DIESEL FUEL	3,500	2,885	2,200	3,500	0.00%
606401	EQUIP LESS THAN \$5000	7,500	2,290	5,500	7,500	0.00%
TOTAL OPERATIONS		54,158	44,068	33,350	58,640	7.64%
606300	IMPROVEMENTS	2,152	45,842			#DIV/0!
606400	CAPITALIZED EQUIPMENT	41,000	120	41,000		#DIV/0!
TOTAL CAPITAL AND IMPROVEMENTS		43,152	45,962	41,000	0	#DIV/0!
Totals 5242 - BUILDING CODE INSPECTION		<u>376,449</u>	<u>271,194</u>	<u>306,424</u>	<u>325,736</u>	<u>-15.57%</u>

City of Flagler Beach Municipal Pier

The Flagler Beach Pier is located in Flagler Beach, Florida. It offers an exciting day of fishing or walkout sightseeing fun. It is a great family experience for tourists and locals alike. The Pier Bait Shop, located at the A-Frame portion of the Pier, offers rental poles for fishing and a wide range of tackle, fishing gear, frozen bait, cold drinks, coffee, snacks, candy bars as well as souvenirs, T-shirts, beach toys for the kids, kites, umbrellas and sun care products. The staff at the Pier provides a pleasant day for all who visit. Their knowledge of fishing comes in handy with families looking to create memories on the Pier. The Pier Staff consists of six attendants and the Pier Bait Shop Manager. The manager, Buz Sawyer, is a former business owner, President, CEO, Owner of Atlanta Battery Sales, Inc., in Atlanta, Georgia. The Pier Staff as a whole provides years of expertise in various fields. Overall, it adds up to a great day at the beach for family fun.

Pier Enterprise Fund

GL NUMBER AND ACCOUNT	DESCRIPTION	2019-20 AMENDED BUDGET	2018-19 ACTIVITY	2019-20 PROJECTED ACTIVITY	2020-21 REQUESTED BUDGET	% CHANGE AMENDED TO REQUESTED
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Dept 3300 - INTERGOVERNMENTAL

331101	FEDERAL/STATE GRANT-FEMA		63,666			#DIV/0!
334305	STATE GRANT -TDC	150,000		150,000		#DIV/0!
Totals for dept 3300 - INTERGOVERNMENTAL		150,000	63,666	150,000		#DIV/0!

GL NUMBER AND ACCOUNT	DESCRIPTION	2019-20 AMENDED BUDGET	2018-19 ACTIVITY	2019-20 PROJECTED ACTIVITY	2020-21 REQUESTED BUDGET	% CHANGE AMENDED TO REQUESTED
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Dept 3400 - CHARGES FOR SERVICE

347200	PIER TICKET SALES	165,000	163,803	120,000	165,000	0.00%
347202	BAIT SHOP SALES - BAIT	90,000	87,360	65,000	90,000	0.00%
347203	Bait Shop Rentals	14,000	13,263	7,500	14,000	0.00%
347204	T-SHIRTS BAIT SHOP	13,000	11,569	4,800	7,500	-73.33%
Totals for dept 3400 - CHARGES FOR SERVICE		282,000	275,995	197,300	276,500	-1.99%

GL NUMBER AND ACCOUNT	DESCRIPTION	2019-20 AMENDED BUDGET	2018-19 ACTIVITY	2019-20 PROJECTED ACTIVITY	2020-21 REQUESTED BUDGET	% CHANGE AMENDED TO REQUESTED
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Dept 3600 - MISCELLANEOUS REVENUE

362100	PIER RENTAL	128,000	132,771	100,000	120,000	-6.67%
Totals for dept 3600 - MISCELLANEOUS REVENUE		128,000	132,771	100,000	120,000	-6.67%

Pier Enterprise Fund

GL NUMBER AND ACCOUNT	DESCRIPTION	2019-20 AMENDED BUDGET	2018-19 ACTIVITY	2019-20 PROJECTED ACTIVITY	2020-21 REQUESTED BUDGET	% CHANGE AMENDED TO REQUESTED
<i>Dept 5725 - BAIT SHOP</i>						
101200	SALARY	119,160	103,633	90,400	111,100	-7.25%
101400	OVERTIME	2,000	9,212	14,000	2,000	0.00%
102100	FICA/MEDICARE	9,400	8,505	10,200	8,700	-8.05%
102200	RETIREMENT	2,600	2,015	2,100	2,150	-20.93%
102300	LIFE & HEALTH INSURANCE	9,685	8,553	10,100	10,000	3.15%
102400	WORKER'S COMPENSATION	450	243	330	164	-174.39%
TOTAL SALARIES & BENEFITS		143,295	132,161	127,130	134,114	-6.85%
303100	PROFESSIONAL SERVICES	39,718	12,827	37,718		#DIV/0!
303400	CONTRACTUAL SERVICES	5,600	406	1,000	2,100	-166.67%
304000	TRAVEL TRAINING	1,500			1,500	0.00%
304100	TELEPHONE	3,560	2,919	3,360	3,400	-4.71%
304300	UTILITY SERVICES	12,000	12,867	9,200	9,500	-26.32%
304400	RENTALS & LEASES	15,095	8,503	9,900	10,460	-44.31%
304500	INSURANCE	210,000	196,907	203,600	214,000	1.87%
304600	REPAIRS & MAINTENANCE	9,000	2,744	3,000	55,000	83.64%
304900	OTHER CURRENT CHARGES	3,000	4,868	4,800	5,000	40.00%
305100	OFFICE SUPPLIES	500		150	150	-233.33%
305200	OPERATING SUPPLIES	53,000	54,077	35,000	53,000	0.00%
305400	MEMBRSHPS SUBSCRPTS DUES	1,000	931	1,100	1,100	9.09%
606401	EQUIPMENT LESS THAN \$5000	500	139	2,100	500	0.00%
TOTAL OPERATIONS		354,473	297,188	310,928	355,710	0.35%
606300	IMPROVEMENTS	188,165		148,000		#DIV/0!
TOTAL OPERATIONS		188,165	0	148,000	0	#DIV/0!
<i>Totals for dept 5725 - BAIT SHOP</i>		<u>685,933</u>	<u>429,349</u>	<u>586,058</u>	<u>489,824</u>	<u>-40.04%</u>

Engineering

The Engineering Division support for the City is currently comprised of the following;

City Engineer / Public Works Director – 4 years of service

Job duties: Multitude of tasks now include MS-4 Florida State storm water protection permitting compliance, FEMA annual reporting impacting flood insurance rates, site plan reviews and inspection, right-of-way permit administration, Capital Improvement Plan (CIP) preparation and implementation, Grant coordination, Capital and Operating Budget preparation and implementation, Public Utility Staff and Project Coordinator supervision, management of numerous CIP Projects construction contracts and engineering consultants, and special projects as assigned by the City Manager.

Project Coordinator – (2 years of service)

Job Duties: Building permit site review and inspections, rights-of-way permit coordination, single family site plan review, site inspections project coordination, utilizes AutoCAD to prepare contract documents, Community Rating System - State Reporting, and bid package preparation for special projects. This position also answers questions concerning private development projects, citizens' concerns, regulatory permit preparation and reporting, grant writing and grant preparation, creating special forms and other documentation, capital project coordination assistance to the City Engineer, and other duties as assigned by the City Engineer as needed.

Engineering Budget – Funded out of various City funds (utility fund revenues, stormwater revenues and the general fund) that this department helps support.

Current City Projects Underway or Being Planned

Please find below an illustration of what currently is transpiring city wide being supported at least in part by the Engineering Division of our City.

WWTP Operational Permit Renewal – Project complete. Permit issued. Bioassay tests now passing. Consultant’s successfully submitted a plan of action to reconcile this testing issue. **Recently Completed**
....

Facility Plan – SRF Loan Submission - Facility Plan **100% complete**. Facility Plan Meeting held with key staff on 5-7-19, presented to the City Commission on 5-23-19 and approved. SRF Loan application approved. WWTP Design work now underway to provide the necessary design improvements for a 1.5 and a possible future 2.0 MGD WWTP.

WWTP Phase IIIA Improvements - Planning / Master Plan / Design - all complete. Survey of property and Master Facility Plan also **completed**. Construction now complete with grant refunding of \$500,000 from the State of Florida for the project also **completed**.

Florida Funding request for WWTP (Phase III B) prepared by city staff for \$1.2 Million last year. Request to fund design and construction of Screw Press – Sludge Handling Facility in 2019 – 2020.

Legislature indicated funding of this request was denied for 2019 and 2020. We will continue to request state funding grants in years to come as they become available to us.

Wastewater Pump Station / Sewer Rehab Maintenance Project

Wastewater pumping station normal maintenance is continuing. Repairs recently completed this year at Golf Course, Ocean Marina and the Master pump station. Leslie Street Pump Station design completed and to be bid out jointly with a larger more comprehensive sewer rehab contract. Contract to include replacement segments of DIP force main, and city - wide pump station wet well and sanitary manhole reconditioning. Alliant Engineering is now preparing design, and bid documents to bid out this multi-faceted rehab project. Anticipate bidding this project during the month of July. - **This project was successfully completed this year.**

Rehab Wastewater Collection System - Alliant Engineering prepared a preliminary design, bid package, to rehabilitate / coat sanitary manholes around the City along with rehabbing and providing coatings on bare concrete wall interiors of 10 selected pump station wet wells. This project also included replacements of various DIP force main segments.

Sanitary Sewer Pipe Slip-lining Projects

Our two sanitary sewer slip-lining projects received \$500,000 SJRWMD Redi Grant funding. Phase I was just completed with Phase II to commence in October 2020 pending City Commission authorization of the work commencement. Four major pipe deficiencies were uncovered and replaced. Phase I Project **fully completed** – full \$500,000 grand reimbursement **completed as well.**

Wells / Water Plant / Water Distribution System

Wellfield Planning for Future Wellheads - MOU agreement and easement documents were drafted by owner's consultants and reviewed by our consultant, Mead Hunt. MOU Agreement with owner / developer approval, approved by our City Commission on 4-25-19. Proposed easement documents and MOU signed and forwarded, and recorded on 6-6-19 so that the raw waterline relocation can proceed and wellfield expansion can commence in earnest. **Project complete.**

Well #14 - our fifth potable well design and construction currently being budgeted for this fiscal year.

Well #13 - Well #13 reconditioned by Connect Consulting Inc. clearing / cleaning out loose sand deposits. Change Order for plugging bottom of this well to improve overall water quality initiated. **All work now successfully completed.**

WTP- Clearwell / Electrical Bldg. - HS Pumps - Eng. Design 100 % complete, met with staff in January to discuss final plan documents, contract documents finalized by consultants. Project advertised / Bid Opening scheduled for 5-7-19. Bids rejected due to being grossly over budgeted amounts. Project to be rebid without tank in June – July time frame. **Project now nearing full completion.**

1.0 MG Ground Water Storage Tank – Emergency Generator was delivered, installed, and paid for in January, 2019. New VFD ordered also and installed by City Staff. **Project now complete.**

Water Distribution System - Key potable water valve installation and fire hydrant replacements currently out for competitive bids by Mead Hunt. Bid opening scheduled for 5-14-19. Anticipate only being able to award fire hydrant work this fiscal year due to budgeting shortfall. Anticipate commencing key water valve work in October, 2019. Initial project awarded and **now complete.** Change Orders addressing additional valve needs being requested to start under Change Order #3.

Drainage

Lambert Avenue - Zahn Eng. Has now prepared drainage const. improvements bid documents for Phase I. Meeting held with operational staff, 95 % design plans / bid documents received at that time. Currently anticipate placing first phase of project out for bid with limited funds in October, 2019 and holding a public meeting with affected residents prior to construction start. Additional funds needed (\$100,000) in fiscal year 2019 – 2020 . This will be required to make construction contract award for Phase I. Phase I construction delayed due to other drainage projects taking precedent over city staff time. **Project construction is now underway.**

SJRWMD Grant / Central Ave - South Daytona Swales - Application prepared and submitted by Kimley Horn Engineering for Swale Construction in City-wide rights-of-way. Grant was ranked #3 and formal grant approval was made by SJRWMD Board on 12-11-18. Grant agreement received and signed by SJRWMD. 90% design documents being forwarded to the City. 90 % design meeting being held during week of 7-1-19. We anticipate placing this project out for bids during the July / August timeframe. How we plan to handle construction administration / inspection on this project yet to be determined ... grant submitted to assist in funding engineering assistance during construction was unsuccessful with the DEO. Project was bid and awarded and now construction **fully completed** with 100% grant reimbursement received.

General

City-wide Re-Paving 2018-2019 - Asphalt Paving Systems annual re-paving work successfully completed in January 2019. Final payment authorized. City - wide color coded paving map (4 years) received from APS at no charge. Staff plans to utilize this map in the future for future CIP paving planning purposes. **Project complete.**

Critical Water/Fire Hydrants Evaluation / Identification of Needs – 100 % complete. Critical potable water valve installations, approximately 19, being planned for replacement now. We also plan to include 14 fire hydrant replacements under this same bid package / contract. Mead Hunt completed the design / bid package. Fire Hydrants Phase was **only** awarded at City Council 6-13-19 due to budget constraints. We are now planning for valve replacements net year in accordance with the recently completed study.

City Standard Construction Details - Prepared and adopted by CC in September, 2018 by Mead Hunt. These are coming in really handy to provide to FDOT (A1A Project) and prospective future land developers. **Utilities Mapping Project ongoing.**

Office Building at WWTP - Project now **fully complete** by Paul Culver. New lab fully operational. Staff morale has improved! Building is now fully utilized.

Fiscal Year Public Utilities Budget - for 2020-2021 being prepared with assistance from the Finance Department for initial submission to the City Manager in August / September.

Pier Restaurant - (Funky Pelican) – Design of Rehabilitation of A- Frame Roof Structure underway by Mott McDonald Consultants. **Project complete.**

Pal Parker Park - Park design improvements completed by Mott McDonald Consultants. Project currently out for bids. Project currently on hold due to the raised resident concerns.

MS - 4 Annual Storm Water Report – We have submitted the first and second follow-up to the 4th year annual report update to the FDEP on 4-26-19 and 6-5-18. The 5 year permit renewal process is **now complete.**

Flood Plain Management Annual Report – Annual Report submitted to FEMA on 4-30-18. **Report accepted and complete.**

A1A Waterline / Sewer line Replacements - Project continues on schedule. City Staff continues to advise and cooperate with FDOT, their consultants, and their contractors to get the job completed safely and efficiently. Continue to track water and sewer FDEP permitting process as-well and review and eventually record as-built drawings. **Project Complete.**

Sewer Lateral Installations - Continue to assist field operations staff in soliciting competitive price quotes on installations of water and sewer connections at various locations for new home construction. Work is ongoing. Proper reimbursements on construction costs of service extensions being put forward.

Upgrades to the Wickline Center – This project was designed and the construction managed in-house. The project budget was expended in FY 20 and is approximately 90% ready to occupy. The remainder of the project, including the IT, furniture, and some miscellaneous interior work, is now awaiting additional funding to complete it in the FY 2020 -2021 budget year.

City Parking Lot Improvements - Preliminary assessment, conceptual designs, and cost estimates have been prepared. Awaiting direction on identifying funding source to proceed with final design and bid preparation and eventually placing planned improvements out for bids.

Utility Fund

GL NUMBER AND ACCOUNT	DESCRIPTION	2019-20 AMENDED BUDGET	2018-19 ACTIVITY	2019-20 PROJECTED ACTIVITY	2020-21 REQUESTED BUDGET	% CHANGE AMENDED TO REQUESTED
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Dept 3300 - INTERGOVERNMENTAL

331101	FEDERAL/STATE GRANT-FEMA		557,430	28,797		#DIV/0!
331102	LEGISLATIVE GRANT	420,550	93,000	417,000		#DIV/0!
331103	SJRWMD GRANTS	500,000		500,000	500,000	0.00%
Totals for dept 3300 - INTERGOVERNMENTAL		920,550	650,430	945,797	500,000	-84.11%

GL NUMBER AND ACCOUNT	DESCRIPTION	2019-20 AMENDED BUDGET	2018-19 ACTIVITY	2019-20 PROJECTED ACTIVITY	2020-21 REQUESTED BUDGET	% CHANGE AMENDED TO REQUESTED
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Dept 3400 - CHARGES FOR SERVICE

343301	WATER SALES	922,000	998,865	982,000	998,000	7.62%
343302	WATER SERVICE BASE CHARGE	1,519,875	1,399,228	1,528,000	1,680,000	9.53%
343303	WATER METER CONNECTIONS	22,000	26,790	28,000	28,000	21.43%
343305	ACCOUNT MAINT FEE	5,000	5,475	5,500	5,000	0.00%
343501	SEWAGE SERVICE	843,000	913,064	888,000	903,000	6.64%
343502	SEWER TAP/CONNECTION	30,000	42,750	37,000	35,000	14.29%
343503	SEWER INSPECTION	300	470	500	500	40.00%
343511	SEWER BASE FEES	972,000	908,220	1,007,000	1,080,000	10.00%
Totals for dept 3400 - CHARGES FOR SERVICE		4,314,175	4,294,862	4,476,000	4,729,500	8.78%

GL NUMBER AND ACCOUNT	DESCRIPTION	2019-20 AMENDED BUDGET	2018-19 ACTIVITY	2019-20 PROJECTED ACTIVITY	2020-21 REQUESTED BUDGET	% CHANGE AMENDED TO REQUESTED
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Dept 3500 - FINES & FORFEITURES

354000	PENALTIES LOCAL ORDINANCE	37,000	43,617	23,000	30,000	-23.33%
Totals for dept 3500 - FINES & FORFEITURES		37,000	43,617	23,000	30,000	-23.33%

Utility Fund

GL NUMBER AND ACCOUNT	DESCRIPTION	2019-20 AMENDED BUDGET	2018-19 ACTIVITY	2019-20 PROJECTED ACTIVITY	2020-21 REQUESTED BUDGET	% CHANGE AMENDED TO REQUESTED
Dept 3600 - MISCELLANEOUS REVENUE						
361100	INTEREST INCOME	3,200	4,113	3,200	3,200	0.00%
361101	SBA INTEREST INCOME	37,000	51,055	24,000	25,000	-48.00%
361103	FL MUNICIPAL INVESTMENT INTEREST	70,000	173,269	180,000	150,000	53.33%
361104	INTEREST INCOME-MORNINGSIDE	8,500	8,361	8,000	8,000	-6.25%
363204	WATER IMPACT FEES	65,000	102,234	100,000	125,000	48.00%
363206	SEWER IMPACT FEES	110,000	160,839	135,000	160,000	31.25%
364100	SALE OF FIXED ASSETS		9,046			#DIV/0!
369100	MISCELLANEOUS REVENUE	3,000	14,378	7,500	53,000	94.34%
Totals for dept 3600 - MISCELLANEOUS REVENUE		296,700	523,295	457,700	524,200	43.40%

Water Treatment Plant

Our goal is to provide water to the customer that complies with state and federal regulations, employing the highest level of professional standards.

The Water Treatment Plant is working toward providing aesthetically pleasing water at the lowest possible cost to the citizens of Flagler Beach. The Water Treatment Plant follows the guidelines set forth from the Department of Environmental Protection Agency. This entails testing on the drinking water and raw water for Bacteriological, TTHM's, HAA5's, Lead and Coppers, VOC's SOC's, Nitrates, Nitrites, Primary Inorganics, and Radionuclides. The Water Treatment Plant provides a broad range of services to the citizens and other departments. We maintain the Water Treatment Plant and Wellfield to a high standard. We flush the north end of town to maintain the chlorine residual at a regulatory agency recommended level.

Our responsibilities include:

Budgeting – Working with the Utility Director, Finance Director, and City Manager to prepare and explain the budget.

Compliance – Working with state and federal regulatory agencies to provide safe drinking water to our customers.

Purchasing – Working with our Finance Department following the purchasing ordinances set forth by the City.

Repairs and Maintenance – Repairing pumps, motors, PLC's, VFD's, and all other needs that have to be addressed at the Water Treatment Plant and WellField.

Operations – Running over 200 tests per day on raw and finished water and purchasing chemicals to stay in compliance with the regulatory agencies. Drawdowns, statics, and meter readings on well levels.

Scheduling – Make sure all three shifts are covered with a licensed operator.

Testing ~ Fixed Asset Management ~ Repairs and Maintenance ~ Operations

Water Plant Staff

Water Plant Superintendent accountable for all the above responsibilities. Oversees the following positions within the department. A License. (25 years of service to the City)

Operator B accountable for, repairs and maintenance in the plant and well field, mowing. They must run hourly tests to stay within the parameters set forth by the Superintendent and the state and federal regulatory agencies. They run tests on raw water and drawdowns and statics on wells. (28 years of service to the City)

Operator B accountable for, repairs and maintenance in the plant and well field, mowing. They must run hourly tests to stay within the parameters set forth by the Superintendent and the state and federal regulatory agencies. They run tests on raw water and drawdowns and statics on wells. (14 years of service to the City)

Operator B DW and Operator C WW accountable for, repairs and maintenance in the plant and well field, mowing. They must run hourly tests to stay within the parameters set forth by the Superintendent and the state and federal regulatory agencies. They run tests on raw water and drawdowns and statics on wells. (11 years of service to the City)

Operator C part-time accountable for, repairs and maintenance in the plant and well field, mowing. They must run hourly tests to stay within the parameters set forth by the Superintendent and the state and federal regulatory agencies. They run tests on raw water and drawdowns and statics on wells. (14 years of service to the City)

Operator C accountable for, repairs and maintenance in the plant and well field, mowing. They must run hourly tests to stay within the parameters set forth by the Superintendent and the state and federal regulatory agencies. They run tests on raw water and drawdowns and statics on wells. (3 years of service to the City)

Operator C accountable for, repairs and maintenance in the plant and well field, mowing. They must run hourly tests to stay within the parameters set forth by the Superintendent and the state and federal regulatory agencies. They run tests on raw water and drawdowns and statics on wells. (2 years of service to the City)

Operator Trainee accountable for, repairs and maintenance in the plant and well field, mowing. They must run hourly tests to stay within the parameters set forth by the Superintendent and the state and federal regulatory agencies. They run tests on raw water and drawdowns and statics on wells. (6 months of service to the City)

Operator Trainee accountable for, repairs and maintenance in the plant and well field, mowing. They must run hourly tests to stay within the parameters set forth by the Superintendent and the state and federal regulatory agencies. They run tests on raw water and drawdowns and statics on wells. (6 months of service to the City)

As indicated by the longevity of operators, there is very little turnover here at the Water Treatment Plant. However, we will be experiencing operator loss due to retirement in the next 5 years.

Impact on the Budget

When compared to the current budget, the increase in the Water Treatment Plant Budget is a salary increase due to employee longevity and Operating budget 9% increase due to chemical cost. The decrease in the current Repairs and Maintenance budget 10% is due to the project that we plan on finishing out of this year's budget. We also have a decrease in our Improvement budget of 9%. Would like to turn a part-time position into a full-time position.

Future Vision for the Water Treatment Plant

We plan on expanding our Wellfield capacity from 2 MGD (4 Wells) to 4 MGD (8 Wells) and the Water Treatment Plant treatment capacity to provide potable water to subdivisions on John Anderson in the future. We would also like to hire our part-time operator for a full-time position when this happens. This would help us maintain the expanded well field and maintain the residual on the north end of town. We encouraged our operators to eventually obtain there advanced WTP B, and eventually A licenses. This will eventually allow them to lead the plant someday as the others retire.

Utility Fund

GL NUMBER AND ACCOUNT	DESCRIPTION	2019-20 AMENDED BUDGET	2018-19 ACTIVITY	2019-20 PROJECTED ACTIVITY	2020-21 REQUESTED BUDGET	% CHANGE AMENDED TO REQUESTED
<i>Dept 5331 - WATER TREATMENT PLANT</i>						
101200	SALARY	397,084	373,745	403,290	412,334	3.70%
101400	OVERTIME	13,000	12,553	13,000	13,000	0.00%
101500	SPECIAL & INCENTIVE PAY	6,656	6,592	6,600	6,800	2.12%
102100	FICA/MEDICARE	32,000	27,996	28,000	33,100	3.32%
102200	RETIREMENT	25,900	18,095	24,000	27,000	4.07%
102300	LIFE & HEALTH INSURANCE	69,042	54,212	67,000	84,600	18.39%
102400	WORKER'S COMPENSATION	21,600	10,709	16,000	16,646	-29.76%
TOTAL SALARIES & BENEFITS		565,282	503,902	557,890	593,480	4.75%
303100	PROFESSIONAL SERVICES	61,194	4,090	60,561	64,200	4.68%
304000	TRAVEL/TRAINING	8,000	3,650	1,500	8,675	7.78%
304100	TELEPHONE	3,611	1,855	3,220	6,013	39.95%
304300	UTILITY SERVICES	72,700	68,847	72,440	76,500	4.97%
304600	REPAIRS & MAINTENANCE	93,194	140,613	75,000	96,619	3.54%
305100	OFFICE SUPPLIES	1,700	1,401	1,500	1,700	0.00%
305200	OPERATING SUPPLIES	76,684	52,780	68,000	32,684	-134.62%
305201	CHEMICALS				52,000	100.00%
305400	MEMBRSHPS SUBSCRPTS DUES	2,151	1,407	2,100	2,225	3.33%
464100	VEHICLE REPAIRS & MAINTENANCE	1,400	522	1,000	1,400	0.00%
464105	GASOLINE & DIESEL FUEL	6,500	2,611	2,000	6,500	0.00%
TOTAL OPERATIONS		327,134	277,776	287,321	348,516	6.14%
606300	IMPROVEMENTS	1,120,374		529,836	650,500	-72.23%
606400	CAPITALIZED EQUIPMENT	82,742			50,000	-65.48%
606401	EQUIPMENT LESS THAN \$5000	20,000	18,942	5,000	17,000	-17.65%
909310	WTP CAPITAL RESERVE	65,045		50,000	50,000	-30.09%
TOTAL CAPITAL & DEBT SERVICE		1,288,161	18,942	584,836	767,500	-67.84%
Totals for dept 5331 - WATER TREATMENT PLANT		<u>2,180,577</u>	<u>800,620</u>	<u>1,430,047</u>	<u>1,709,496</u>	<u>-27.56%</u>

Utility Fund

GL NUMBER AND ACCOUNT	DESCRIPTION	2019-20 AMENDED BUDGET	2018-19 ACTIVITY	2019-20 PROJECTED ACTIVITY	2020-21 REQUESTED BUDGET	% CHANGE AMENDED TO REQUESTED
<i>Dept 5332 - T&D - WATER TRANSMISSION & DISTRIBUTION</i>						
101200	SALARY	169,883	131,470	158,608	214,041	20.63%
101400	OVERTIME	3,500	3,714	3,500	3,500	0.00%
101500	SPECIAL & INCENTIVE PAY	3,000	3,988	7,000	7,000	57.14%
102100	FICA/MEDICARE	13,800	10,263	13,200	17,200	19.77%
102200	RETIREMENT	11,500	11,850	10,450	14,000	17.86%
102300	LIFE & HEALTH INSURANCE	47,375	33,170	37,650	59,100	19.84%
102400	WORKER'S COMPENSATION	10,100	10,317	7,450	6,970	-44.91%
TOTAL SALARIES & BENEFITS		259,158	204,772	237,858	321,811	19.47%
303100	PROFESSIONAL SERVICES	31,000	7,664	17,000	31,000	0.00%
304000	TRAVEL/TRAINING	1,000	563	300	1,000	0.00%
304100	TELEPHONE	3,440	3,911	3,460	3,600	4.44%
304300	UTILITY SERVICES	5,800	4,759	6,600	7,300	20.55%
304600	REPAIRS & MAINTENANCE	146,750	68,321	190,000	151,750	3.29%
304601	R&M MACHINERY & EQUIPMENT	2,500	1,639	2,000	3,500	28.57%
305200	OPERATING SUPPLIES	5,200	4,496	2,500	5,200	0.00%
464100	VEHICLE REPAIRS & MAINTENANCE	3,500	3,636	1,200	3,500	0.00%
464105	GASOLINE & DIESEL FUEL	4,500	4,131	3,600	4,500	0.00%
606401	EQUIPMENT LESS THAN \$5000		4,490		10,000	100.00%
TOTAL OPERATIONS		203,690	103,610	226,660	221,350	7.98%
606300	IMPROVEMENTS	222,718			600,000	62.88%
606400	CAPITALIZED EQUIPMENT	406,733		375,000	7,500	-5323.11%
707100	DEBT SERVICE PRINCIPAL	4,617		4,617	4,767	3.15%
707200	DEBT SERVICE INTEREST	431	573	431	281	-53.38%
909306	INFRASTRUCTURE RESERVE	7,900			50,000	84.20%
TOTAL CAPITAL & DEBT SERVICE		642,399	573	380,048	662,548	3.04%
Totals 5332 - T&D - WATER TRANSMISSION & DISTRIBUTION		<u>1,105,247</u>	<u>308,955</u>	<u>844,566</u>	<u>1,205,709</u>	<u>8.33%</u>

Wastewater Treatment Plant

Our goal is to treat domestic wastewater to protect the receiving waters (ICW) that complies with all local, state and federal regulations, employing the highest level of professional standards.

The Wastewater Plant follows guidelines from the US EPA and the FDEP. We run tests 7 days a week for chlorine, dechlorination, D.O. (Dissolved oxygen), pH and solids.

We also run tests monthly, weekly, bi-weekly, quarterly, semi annually and we test the ICW twice a year. Every 5 years before the new permit comes into effect we also test for lead, VOC'S, etc.

These tests are on nutrients (nitrogen, phosphorous), toxicity, cyanide, iron, sulfide, radium just to name a few.

Our Responsibilities include:

Operating and maintaining a 1987 1.0 mgd plant with 8 drying beds (1 of our tanks and 4 of our drying beds we're installed in 1975). We also take care of all the lawn maint. and most of the repairs that we can do on our own.

We treat approximately 600,000 gallons a day. We have had to add alum (liquid aluminum sulfate) to help us keep the phosphorous levels down so that has increased our budget some.

There are 4 employees here to operate and maintain the plant 7 days a week per the Fdep permit requirements.

1 Superintendent with a Class "A" Wastewater License and a Class "B" Drinking Water license with 32 years with the City of Flagler Beach.

1 Class "B" Wastewater license with a little over 10 years with the City of Flagler Beach.

2 Trainees ; 1 will be sitting for his "C" license next month. The other trainee will not be able to sit for his exam until after February of next year.

Due to the Fdep rules trainees have to complete 2 correspondence courses and work at a plant for 1 year before they are eligible to obtain their state certification.

Budgeting- Working with the City Engineer, Finance Director and the City Manager to prepare and explain the budget.

I am also working closely with CPH engineering for future plant upgrades that are sorely needed due to our aging infrastructure and to reduce our nutrients that are going to the ICW.

Our repairs and maint part of our budget continues to increase due to the aging infrastructure.

Due to the nature of our work it is hard enough to get people to even apply for this type of work. We have had a lot of departures over the years I have been here (1987) due to the low pay for license operators,

shoveling sludge out of these drying beds and also having to do all the lawn maint out here.

Within the next 5 years I do expect 2 out of 4 employees out here to be retired

Wastewater Treatment Plant

The Wastewater Treatment Plant Staff consisting of three employees and a supervisor are responsible for the operation and testing of all wastewater generated and flowing into the plant 24/7. Approximately 600,000 gallons a day of wastewater is currently treated. The Plant Supervisor, Johnny Lynn is very dedicated to the City, his employees, and in the successful operations of our WWTP. The entire staff have now adjusted to their new lab and offices constructed a couple of year ago. They are all very dedicated in treating the water , the proper disposal of the waste product , and protecting our waterways. This year they have been quite successful in meeting all water quality state permitting requirements though continuous monitoring, testing and reporting procedures.

Future daily plant operations continue as budgeted in FY 2019- 2020. With the current redesign of the plant now fully underway. The addition of Alum and the conversion to chlorine as the primary disinfectant to the water treatment process was carried out last year. Wastewater Treatment costs have fluxuated slightly due to that change. We have anticipated and planned for Capital Expenditures to be minimized for the next two years. All future needed improvements will be therefore incorporated into the new WWTP designed improvements currently underway. Johnny Lynn and Dave Taylor have both been highly instrumental working recently with our design consultants, CPH design consultants, and the Public Works Director in many of the major decisions. These decisions include the general treatment process to be utilized, and the selection of equipment to be incorporated in the near future with new WWTP design.

Utility Fund

GL NUMBER AND ACCOUNT	DESCRIPTION	2019-20 AMENDED BUDGET	2018-19 ACTIVITY	2019-20 PROJECTED ACTIVITY	2020-21 REQUESTED BUDGET	% CHANGE AMENDED TO REQUESTED
<i>Dept 5351 - WASTE WATER TREATMENT PLANT</i>						
101200	SALARY	196,085	182,615	201,153	220,993	11.27%
101300	OTHER SALARIES & WAGES		449			#DIV/0!
101400	OVERTIME	10,000	4,697	10,000	10,000	0.00%
102100	FICA/MEDICARE	15,800	13,745	16,200	17,800	11.24%
102200	RETIREMENT	12,800	17,889	13,000	14,400	11.11%
102300	LIFE & HEALTH INSURANCE	41,075	27,473	28,000	45,000	8.72%
102400	WORKER'S COMPENSATION	7,100	6,087	5,500	4,920	-44.31%
TOTAL SALARIES & BENEFITS		282,860	252,955	273,853	313,113	9.66%
303005	SLUDGE REMOVAL	25,000	20,562	20,000	25,000	0.00%
303100	PROFESSIONAL SERVICES	20,000	20,743	15,000	20,000	0.00%
304000	TRAVEL/TRAINING	3,000	1,591	1,700	3,000	0.00%
304100	TELEPHONE	3,320	3,664	3,800	3,800	12.63%
304300	UTILITY SERVICES	53,000	45,417	50,200	53,000	0.00%
304600	REPAIRS & MAINTENANCE	60,000	2,873	38,000	210,000	71.43%
304601	R&M MACHINERY & EQUIPMENT	6,000	7,048	6,000	5,000	-20.00%
305100	OFFICE SUPPLIES	600	441	500	600	0.00%
305200	OPERATING SUPPLIES	126,300	83,421	110,000	17,300	-630.06%
305201	CHEMICALS				100,000	100.00%
305202	LAB TESTING				27,000	100.00%
305400	MEMBRSHPS SUBSCRPTS DUES	7,000	11,285	7,000	11,000	36.36%
464100	VEHICLE REPAIRS & MAINTENANCE	2,500	574	1,200	2,000	-25.00%
464105	GASOLINE & DIESEL FUEL	4,000	2,016	2,000	4,000	0.00%
TOTAL OPERATIONS		310,720	199,635	255,400	481,700	35.50%
606300	IMPROVEMENTS	715,489		1,314,995		#DIV/0!
606400	CAPITALIZED EQUIPMENT	48,000			0	#DIV/0!
606401	EQUIPMENT LESS THAN \$5000	2,000	14,245			#DIV/0!
909311	WWTP CAPITAL RESERVE	30,000		30,000	50,000	40.00%
TOTAL CAPITAL & DEBT SERVICE		795,489	14,245	1,344,995	50,000	-1490.98%
Totals for dept 5351 - WASTE WATER TREATMENT PLA		<u>1,389,069</u>	<u>466,835</u>	<u>1,874,248</u>	<u>844,813</u>	<u>-64.42%</u>

Utility Fund

GL NUMBER AND ACCOUNT	DESCRIPTION	2019-20 AMENDED BUDGET	2018-19 ACTIVITY	2019-20 PROJECTED ACTIVITY	2020-21 REQUESTED BUDGET	% CHANGE AMENDED TO REQUESTED
<i>Dept 5352 - SEWER COLLECTION</i>						
101200	SALARY	36,453	31,302	36,826	38,064	4.23%
101400	OVERTIME	1,000	565	1,000	1,000	0.00%
102100	FICA/MEDICARE	2,950	2,447	2,800	3,100	4.84%
102200	RETIREMENT	2,400	867	2,400	2,600	7.69%
102300	LIFE & HEALTH INSURANCE	9,325	7,441	8,600	9,840	5.23%
102400	WORKER'S COMPENSATION	3,500	2,350	2,600	2,050	-70.73%
TOTAL SALARIES & BENEFITS		55,628	44,972	54,226	56,654	1.81%
304100	TELEPHONE		122		100	100.00%
304400	RENTALS & LEASES			230	270	100.00%
304600	REPAIRS & MAINTENANCE	194,750	14,387	175,000	20,000	-873.75%
304601	R&M MACHINERY & EQUIPMENT	750	902	300	750	0.00%
305200	OPERATING SUPPLIES	2,000	1,323	1,800	2,000	0.00%
		197,500	16,734	177,330	23,120	-754.24%
606300	IMPROVEMENTS	156,055		178,600	230,000	32.15%
606302	SLIPLINING	859,753		500,000	700,000	-22.82%
606400	CAPITALIZED EQUIPMENT				10,000	100.00%
707100	DEBT SERVICE PRINCIPAL	4,617		4,617	4,767	3.15%
707200	DEBT SERVICE INTEREST	431	573	431	281	-53.38%
TOTAL CAPITAL & DEBT SERVICE		1,020,856	573	683,648	945,048	-8.02%
Totals for dept 5352 - SEWER COLLECTION		<u>1,273,984</u>	<u>62,279</u>	<u>915,204</u>	<u>1,024,822</u>	<u>-24.31%</u>

Utility Fund

GL NUMBER AND ACCOUNT	DESCRIPTION	2019-20 AMENDED BUDGET	2018-19 ACTIVITY	2019-20 PROJECTED ACTIVITY	2020-21 REQUESTED BUDGET	% CHANGE AMENDED TO REQUESTED
<i>Dept 5353 - LIFT STATION MAINTENANCE</i>						
101200	SALARY	123,054	111,959	119,766	122,162	-0.73%
101400	OVERTIME	7,000	4,868	7,000	7,000	0.00%
101500	SPECIAL & INCENTIVE PAY	6,000	6,879	6,900	7,000	14.29%
102100	FICA/MEDICARE	10,500	9,307	10,251	11,400	7.89%
102200	RETIREMENT	8,500	7,267	7,800	8,000	-6.25%
102300	LIFE & HEALTH INSURANCE	27,975	25,770	27,000	29,550	5.33%
102400	WORKER'S COMPENSATION	4,800	2,863	3,600	2,788	-72.17%
TOTAL SALARIES & BENEFITS		187,829	168,913	182,317	187,900	0.04%
304000	TRAVEL/TRAINING	2,000	728	200	2,000	0.00%
304100	TELEPHONE	1,000	375	950	1,100	9.09%
304300	UTILITY SERVICES	19,000	17,100	20,000	21,000	9.52%
304600	REPAIRS & MAINTENANCE	37,000	45,058	15,000	37,000	0.00%
304601	R&M MACHINERY & EQUIPMENT	4,500	300	1,000	2,500	-80.00%
305100	OFFICE SUPPLIES	250	237	250	300	16.67%
305200	OPERATING SUPPLIES	10,300	5,555	2,500	6,000	-71.67%
464100	VEHICLE REPAIRS & MAINTENANCE	5,500	1,988	2,000	3,000	-83.33%
464105	GASOLINE & DIESEL FUEL	4,500	4,138	3,000	4,000	-12.50%
606401	EQUIPMENT LESS THAN \$5000	17,000	2,111	5,000	5,000	-240.00%
		101,050	77,590	49,900	81,900	-23.38%
606300	IMPROVEMENTS	363,065		161,100	195,000	-86.19%
606400	CAPITALIZED EQUIPMENT	45,000		10,000	110,000	59.09%
TOTAL CAPITAL & DEBT SERVICE		408,065	0	171,100	305,000	-33.79%
Totals for dept 5353 - LIFT STATION MAINTENANCE		<u>696,944</u>	<u>246,503</u>	<u>403,317</u>	<u>574,800</u>	<u>-21.25%</u>

Utility Fund

GL NUMBER AND ACCOUNT	DESCRIPTION	2019-20 AMENDED BUDGET	2018-19 ACTIVITY	2019-20 PROJECTED ACTIVITY	2020-21 REQUESTED BUDGET	% CHANGE AMENDED TO REQUESTED
Dept 5391 -UTILITY FUND EXPENSE						
101200	SALARY	127,423	110,691	125,546	126,529	-0.71%
101400	OVERTIME	500	206	300	500	0.00%
102100	FICA/MEDICARE	9,800	7,992	9,900	9,800	0.00%
102200	RETIREMENT	8,400	6,033	8,200	8,300	-1.20%
102300	LIFE & HEALTH INSURANCE	23,986	20,062	21,000	25,200	4.82%
102400	WORKER'S COMPENSATION	335	164	250	144	-132.64%
TOTAL SALARIES & BENEFITS		170,444	145,148	165,196	170,473	0.02%
303100	PROFESSIONAL SERVICES	15,492	6,875	7,700	7,000	-121.31%
303200	AUDIT	7,500	6,000	7,500	8,500	11.76%
304000	TRAVEL/TRAINING	2,500	1,613	1,500	2,500	0.00%
304100	TELEPHONE	1,008		800	1,000	-0.80%
304500	INSURANCE	180,400	163,384	161,000	169,000	-6.75%
304700	PRINTING & BINDING	8,600	8,362	8,500	9,000	4.44%
304900	OTHER CURRENT CHARGES	15,000	14,810	22,000	15,000	0.00%
305100	OFFICE SUPPLIES	1,300	780	1,300	2,300	43.48%
305200	OPERATING SUPPLIES	250	250	500	1,500	83.33%
305400	MEMBRSHPS SUBSCRPTS DUES		299		750	100.00%
305800	POSTAGE	15,000	13,214	14,000	15,000	0.00%
305801	BAD DEBT EXPENSE	5,000	9,376	1,000	5,000	0.00%
606401	EQUIPMENT LESS THAN \$5000		693		4,000	100.00%
TOTAL OPERATIONS		252,050	225,656	225,800	240,550	-4.78%
707106	SRF CREDIT LINE PRINCIPAL	384,622		384,622	394,912	2.61%
707108	SRF WWTP PRINCIPAL				21,711	100.00%
707207	DEBT SERVICE - INTEREST	81,128	89,049	81,128	70,838	-14.53%
707208	SRF WWTP INTEREST				2,667	100.00%
TOTAL CAPITAL & DEBT SERVICE		465,750	89,049	465,750	490,128	4.97%
Totals for dept 5391 - FUND EXPENSE		<u>888,244</u>	<u>459,853</u>	<u>856,746</u>	<u>901,151</u>	<u>1.43%</u>

Sanitation Fund

GL NUMBER AND ACCOUNT	DESCRIPTION	2019-20 AMENDED BUDGET	2018-19 ACTIVITY	2019-20 PROJECTED ACTIVITY	2020-21 REQUESTED BUDGET	% CHANGE AMENDED TO REQUESTED
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Dept 3300 - INTERGOVERNMENTAL

331101	FEDERAL/STATE GRANT-FEMA		414,384			#DIV/0!
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Totals for dept 3300 - INTERGOVERNMENTAL			414,384			#DIV/0!
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GL NUMBER AND ACCOUNT	DESCRIPTION	2019-20 AMENDED BUDGET	2018-19 ACTIVITY	2019-20 PROJECTED ACTIVITY	2020-21 REQUESTED BUDGET	% CHANGE AMENDED TO REQUESTED
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Dept 3400 - CHARGES FOR SERVICE

343303	SPECIAL PICKUPS	3,500	3,640	3,000	3,500	0.00%
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343306	RECYCLING FEES	6,500	7,090	3,000	3,000	-116.67%
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343401	GARBAGE FEES	1,180,000	1,130,199	1,136,700	1,310,000	9.92%
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Totals for dept 3400 - CHARGES FOR SERVICE			1,190,000	1,140,929	1,142,700	1,316,500	9.61%
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GL NUMBER AND ACCOUNT	DESCRIPTION	2019-20 AMENDED BUDGET	2018-19 ACTIVITY	2019-20 PROJECTED ACTIVITY	2020-21 REQUESTED BUDGET	% CHANGE AMENDED TO REQUESTED
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Dept 3500 - FINES & FORFEITURES

354000	PENALTIES LOCAL ORDINANCE	8,500	10,422	5,000	8,500	0.00%
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Totals for dept 3500 - FINES & FORFEITURES			8,500	10,422	5,000	8,500	0.00%
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GL NUMBER AND ACCOUNT	DESCRIPTION	2019-20 AMENDED BUDGET	2018-19 ACTIVITY	2019-20 PROJECTED ACTIVITY	2020-21 REQUESTED BUDGET	% CHANGE AMENDED TO REQUESTED
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Dept 3600 - MISCELLANEOUS REVENUE

361100	INTEREST INCOME	2,500	7,181	1,200	2,500	0.00%
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361101	SBA INTEREST INCOME	7,000	13,260	6,500	7,000	0.00%
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361103	MUNICIPAL INVESTMENT INTEREST	10,000	21,572	22,000	12,000	16.67%
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369100	MISCELLANEOUS REVENUE	3,000	3,487	18,000	3,000	0.00%
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367100	ROLL OFF LICENSE		6,200	8,200	8,200	100.00%
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Totals for dept 3600 - MISCELLANEOUS REVENUE			22,500	51,700	55,900	32,700	31.19%
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Sanitation Fund

GL NUMBER AND ACCOUNT	DESCRIPTION	2019-20 AMENDED BUDGET	2018-19 ACTIVITY	2019-20 PROJECTED ACTIVITY	2020-21 REQUESTED BUDGET	% CHANGE AMENDED TO REQUESTED
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Dept 5341 - REFUSE COLLECTION

101200	SALARY	226,474	197,371	253,166	231,362	2.11%
101400	OVERTIME	23,000	23,531	30,500	25,000	8.00%
102100	FICA/MEDICARE	19,200	16,428	21,700	19,000	-1.05%
102200	RETIREMENT	14,800	8,369	16,000	14,430	-2.56%
102300	LIFE & HEALTH INSURANCE	56,920	48,601	52,700	49,250	-15.57%
102400	WORKER'S COMPENSATION	19,800	12,534	14,400	13,284	-49.05%
TOTAL SALARIES & BENEFITS		360,194	306,834	388,466	352,326	-2.23%
303100	PROFESSIONAL SERVICES	229,400	203,036	225,000	225,000	-1.96%
303401	RECYCLE TIPPING FEES	23,920		24,000	29,000	17.52%
303402	LANDFILL FEES	198,080	277,346	207,000	230,000	13.88%
303403	YARD TIPPING FEES	36,000		36,000	38,000	5.26%
304000	TRAVEL/TRAINING	500	20		500	0.00%
304100	TELEPHONE	3,243	2,804	3,380	3,323	2.41%
304300	UTILITY SERVICES	5,600	5,483	5,600	5,800	3.45%
304600	REPAIRS & MAINTENANCE	8,500	182	9,000	9,000	5.56%
304601	R&M MACHINERY & EQUIPMENT	1,500	400	1,200	1,500	0.00%
304800	PROMOTIONAL ACTIVITIES	500			500	0.00%
304900	OTHER CURRENT CHARGES	200	337	200	200	0.00%
305100	OFFICE SUPPLIES	1,000	314	1,000	1,000	0.00%
305200	OPERATING SUPPLIES	28,550	12,977	35,000	44,050	35.19%
464100	VEHICLE REPAIRS & MAINTENANCE	85,000	103,201	65,000	45,000	-88.89%
464105	GASOLINE & DIESEL FUEL	55,000	55,878	53,000	55,000	0.00%
606401	EQUIPMENT LESS THAN \$5000		1,325			#DIV/0!
TOTAL OPERATIONS		676,993	663,303	665,380	687,873	1.58%
606300	SANITATION BLDG IMPROVEMENTS				40,000	100.00%
606402	SANITATION TRUCKS	178,000			35,000	-408.57%
TOTAL CAPITAL EQUIPMENT		178,000	0	0	75,000	-137.33%
Totals for dept 5341 - REFUSE COLLECTION		<u>1,215,187</u>	<u>970,137</u>	<u>1,053,846</u>	<u>1,115,199</u>	<u>-8.97%</u>

Sanitation Fund

GL NUMBER AND ACCOUNT	DESCRIPTION	2019-20 AMENDED BUDGET	2018-19 ACTIVITY	2019-20 PROJECTED ACTIVITY	2020-21 REQUESTED BUDGET	% CHANGE AMENDED TO REQUESTED
<i>Dept 5391 - SANITATION FUND EXPENSE</i>						
101200	SALARY	40,756	38,832	38,554	39,075	-4.30%
101400	OVERTIME	250	56	150	250	0.00%
102100	FICA/MEDICARE	3,200	2,874	2,960	3,060	-4.58%
102200	RETIREMENT	2,700	2,296	2,500	2,600	-3.85%
102300	LIFE & HEALTH INSURANCE	7,704	6,356	6,000	7,200	-7.00%
102400	WORKER'S COMPENSATION	200	108	150	82	-143.90%
TOTAL SALARIES & BENEFITS		54,810	50,522	50,314	52,267	-4.87%
303200	AUDIT	3,500	2,800	3,500	4,000	12.50%
304500	INSURANCE	26,950	24,498	23,000	25,200	-6.94%
305801	BAD DEBT EXPENSE	3,000		3,000	3,000	0.00%
TOTAL OPERATIONS		33,450	27,298	29,500	32,200	-3.88%
707207	DEBT SERVICE - INTEREST	13,138	15,884	13,138	9,380	-40.06%
707208	DEBT SERVICE PRINCIPAL	125,005		125,005	128,765	2.92%
TOTAL DEBT SERVICE		138,143	15,884	138,143	138,145	0.00%
Totals for dept 5391 - FUND EXPENSE		<u>226,403</u>	<u>93,704</u>	<u>217,957</u>	<u>222,612</u>	<u>-1.70%</u>

Stormwater Fund

GL NUMBER AND ACCOUNT	DESCRIPTION	2019-20 AMENDED BUDGET	2018-19 ACTIVITY	2019-20 PROJECTED ACTIVITY	2020-21 REQUESTED BUDGET	% CHANGE AMENDED TO REQUESTED
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Dept 3300 - INTERGOVERNMENTAL

334308	GRANT SJRWM	500,000		500,000		#DIV/0!
<i>Totals for dept 3300 - INTERGOVERNMENTAL</i>		500,000	-	500,000	-	#DIV/0!

GL NUMBER AND ACCOUNT	DESCRIPTION	2019-20 AMENDED BUDGET	2018-19 ACTIVITY	2019-20 PROJECTED ACTIVITY	2020-21 REQUESTED BUDGET	% CHANGE AMENDED TO REQUESTED
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Dept 3400 - CHARGES FOR SERVICE

343402	STORMWATER FEES	465,000	416,555	475,000	510,000	8.82%
354000	PENALTIES LOCAL ORDINANCE	3,500	3,863	1,800	3,800	7.89%
<i>Totals for dept 3400 - CHARGES FOR SERVICE</i>		468,500	420,418	476,800	513,800	8.82%

GL NUMBER AND ACCOUNT	DESCRIPTION	2019-20 AMENDED BUDGET	2018-19 ACTIVITY	2019-20 PROJECTED ACTIVITY	2020-21 REQUESTED BUDGET	% CHANGE AMENDED TO REQUESTED
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Dept 3600 - MISCELLANEOUS REVENUE

361100	INTEREST INCOME	400	494	350	500	20.00%
361101	SBA INTEREST INCOME	1,800	2,512	1,800	1,800	0.00%
369100	MISCELLANEOUS REVENUE		9			#DIV/0!
<i>Totals for dept 3600 - MISCELLANEOUS REVENUE</i>		2,200	3,015	2,150	2,300	4.35%

Stormwater Fund

GL NUMBER AND ACCOUNT	DESCRIPTION	2019-20 AMENDED BUDGET	2018-19 ACTIVITY	2019-20 PROJECTED ACTIVITY	2020-21 REQUESTED BUDGET	% CHANGE AMENDED TO REQUESTED
<i>Dept 5391 - STORMWATER FUND EXPENSE</i>						
101200	SALARY	59,136	55,406	58,536	73,509	19.55%
101400	OVERTIME	1,000	569	600	1,000	0.00%
102100	FICA/MEDICARE	4,600	4,213	4,525	5,800	20.69%
102200	RETIREMENT	4,000	3,252	3,835	4,900	18.37%
102300	LIFE & HEALTH INSURANCE	12,379	9,682	11,500	15,200	18.56%
102400	WORKER'S COMPENSATION	3,500	2,593	2,600	2,050	-70.73%
TOTAL SALARIES & BENEFITS		84,615	75,715	81,596	102,459	17.42%
303100	PROFESSIONAL SERVICES	10,000	14,465	5,000	10,000	0.00%
303200	AUDIT	5,000	4,000	4,000	5,500	9.09%
304000	TRAVEL/TRAINING	1,000	89	300	1,000	0.00%
304600	REPAIRS & MAINTENANCE	15,000	13,042	2,500	15,000	0.00%
305200	OPERATING SUPPLIES	1,500	1,148	1,200	1,500	0.00%
305400	MEMBRSHPS SUBSCRPTS DUES		5,625			#DIV/0!
305801	BAD DEBT EXPENSE	750			750	0.00%
TOTAL OPERATIONS		33,250	38,369	13,000	33,750	1.48%
606300	IMPROVEMENTS	789,820		531,000	230,000	-243.40%
606400	CAPITALIZED EQUIPMENT					#DIV/0!
707100	DEBT SERVICE PRINCIPAL	4,617		4,617	4,746	2.72%
707200	DEBT SERVICE INTEREST	431	573	431	281	-53.38%
707206	DEBT SERVICE PRINCIPAL	92,000		92,000	94,000	2.13%
707207	DEBT SERVICE - INTEREST	26,110	28,387	26,110	23,782	-9.79%
TOTAL CAPITAL AND DEBT SERVICE		912,978	28,960	654,158	352,809	-158.77%
Totals for dept 5391 - FUND EXPENSE		<u>1,030,843</u>	<u>143,044</u>	<u>748,754</u>	<u>489,018</u>	<u>-110.80%</u>