

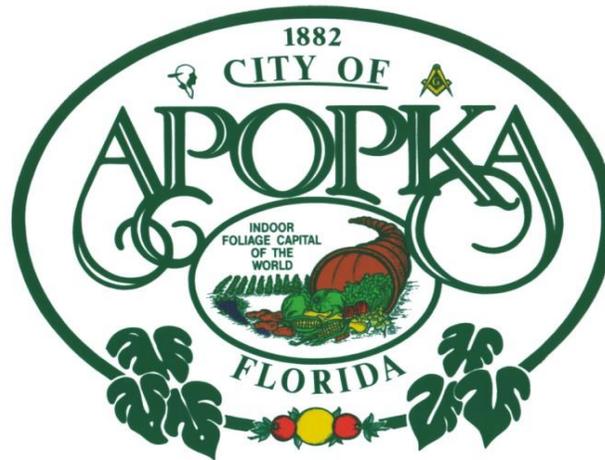
CITY OF APOPKA, FLORIDA



ANNUAL BUDGET

2016 - 2017

**CITY OF APOPKA
ANNUAL BUDGET
FOR THE 2016-17 FISCAL YEAR
10/01/2016 THROUGH 09/30/2017**



CITY COMMISSION

JOSEPH E KILSHEIMER
BILLIE L. DEAN
DIANE VELAZQUEZ
DOUGLAS BANKSON
KYLE BECKER

MAYOR
VICE MAYOR
COMMISSIONER
COMMISSIONER
COMMISSIONER

City Administrator
Glenn A. Irby

City Attorney
Clifford B. Shepard

Finance Director
Pamela N. Barclay

Public Services Director
R. Jay Davoll

Information Technology
Robert Hippler

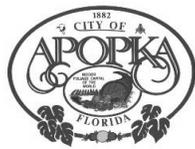
City Clerk
Linda F. Goff

Human Resources
Sharon P. Thornton

Community Development
Mark Reggentin

Police Chief
Michael McKinley

Fire Chief
Chuck Carnesale



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CITY OF APOPKA READERS GUIDE

What is included in this document?

The City's Adopted Budget provides a framework for the overall fiscal management of the City of Apopka for fiscal year 2016-2017. It includes both day-to-day operating funds and capital improvement funds.

This document is segregated into various sections; an introduction section, a city-wide summary, detailed budgets for all funds presented in total and individually by department, Debt Service section, Capital Improvement Program, Personnel section, statisticals and demographics.

Included in the **Introduction Section** is a general history of the City, the City's organizational chart, a budget message, a discussion of City funds, the basis of accounting and budgetary control, the budget calendar and the financial policies of the City.

How to read this document

The Annual Budget is presented Citywide as well as by individual fund. The City currently has thirteen (13) funds including 1 General Fund, 8 Special Revenue Funds, and 4 Proprietary Funds. The General Fund is the largest of the funds and accounts for the majority of the City's total budgeted expenditures.

The General Fund is shown first followed by the Special Revenue funds and then the Enterprise funds.

Each fund includes revenues, expenditures and a description of each department or program budgeted out of that fund. The General Fund has the largest number of departments and accounts for the majority of the City's total budget. Each fund includes graphical displays of total revenues and total expenditures, description of operations, goals, performance measures and operating budget comparisons.

The Capital Improvement Plan section of this document includes a summarized version of the Five Year Capital Improvement Program (CIP) for fiscal years 2018 through 2022. The projects programmed for the current fiscal year (FY2017) are presented as part of the 2016-2017 Annual Budget.

Any questions?

If you should have any questions regarding the material presented, please direct them to the Finance Director at (407) 703-1725.

CITY OF APOPKA CITY PROFILE

Florida

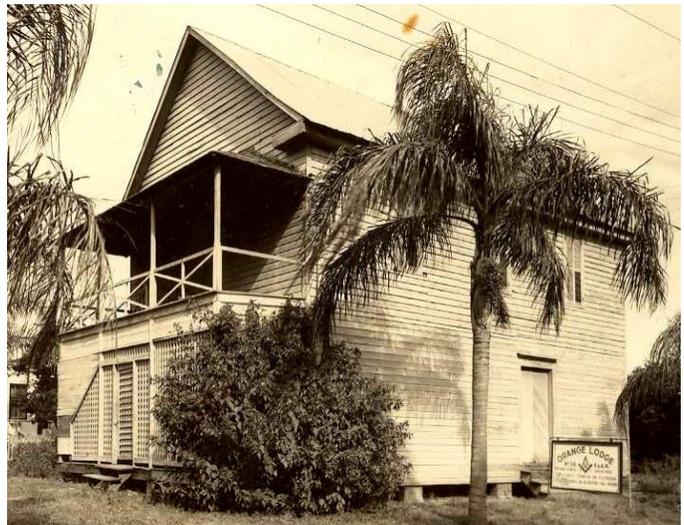


The City of Apopka is located twelve miles from Orlando in northwest Orange County. Apopka was first settled in the 1840's and derived its name for the great lake, which lies four miles to the southwest. The lake, in turn, was named after a tribe of Indians known as Apokkans. The name "Apopka" when translated means Big Potato, Potato Eating Place or Potato Eating People.

In early years, Apopka was simply known as "The Lodge" for the Masonic Lodge that was built in 1859. Standing on its original site at 453 East Main Street, the Masonic Lodge is the oldest lodge in continuous use in the State of Florida.

In 1882, the citizens adopted a charter and the city limits were measured one mile in all directions of the Lodge.

*"The Lodge", Early 1900
Courtesy of Apopka Historical Society*



In 1912, the commercial growing of ferns was introduced. It became one of the largest industries in the Apopka area, and soon Apopka developed the name "The Fern City." As the industry further expanded and diversified to include numerous varieties of tropical plants, Apopka became known as "The Indoor Foliage Capital of the World."

In 1965, the City purchased the old Apopka High School site for a new city complex. The main building was remodeled into a Georgian Colonial style City Hall. In 1987, further renovations added an atrium with an elevator, a new City Council Chamber, and administrative offices.



Apopka City Hall

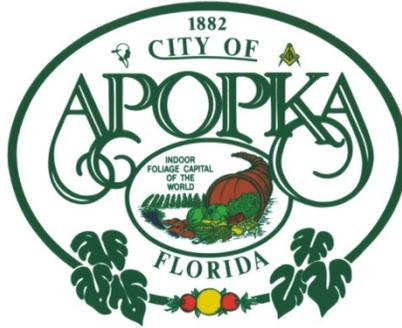
Apopka is now the second largest city in Orange County, with a population of 47,084 a land area of 33.46 square miles and two hometown newspapers: *The Apopka Chief* and *The Planter*. From its agricultural roots, the community has emerged as a widely diverse business center, with businesses ranging from laser technology to electronic components for wireless communications. Numerous builders and developers are in the process of developing lots for future commercial and residential use.

Yet, in the midst of rapid growth and development, Apopka has remained a good steward of the environment. Just three miles northeast of town is the Wekiva Springs State Park, and six miles to the north is Rock Springs (Kelly Park). These combined parks total approximately 40,000 acres of unspoiled natural surroundings, with over 85 million gallons of clear spring water flowing daily.

The median age of the City's residents is 36.9 years and 25.5% have a bachelor's degree or higher. Median household income is \$58,344, which is higher than that of other Florida cities. It is estimated that only 19% of the population lives and works in Apopka with the majority commuting on average 28 minutes to work.

The City operates under a Mayor-Council form of government consisting of a five member City Council. The City Council is responsible for establishing policy, passing ordinances and resolutions, adopting the budget appointing committees, among other duties. The Mayor is responsible for overseeing the day-to-day operations of the government. The City Council is elected on a non-partisan basis. City Council members serve four year staggering terms, with two council members elected every two years. The Mayor is elected to serve a four year term.





September 28, 2016

To the Honorable Mayor, Members of the City Council,
and Citizens of the City of Apopka, Florida:

The City Administrator and the Finance Department are pleased to present the annual operating and capital budget for the City of Apopka, Florida for the fiscal year October 1, 2016 through September 30, 2017 (FY17). The budget was prepared in accordance with generally accepted accounting principles and with all applicable City, State, and Federal requirements. We believe this budget will meet the challenges before us and set the stage for Apopka's continued success.

The budget document is a financial plan, intended to articulate the goals and objectives set forth by the City Council. We are proud of the efforts made by staff to formulate a document that demonstrates the financial health of our community and that will serve as a meaningful and useful tool to monitor the progress of our future course.

Introduction

The City of Apopka operates under the mayor-council form of government. Policy-making and legislative authority are vested in a city council consisting of a mayor and four city commissioners. The City Council is responsible for establishing policy, passing ordinances and resolutions, adopting the budget, appointing committees and other duties. The Mayor is responsible for carrying out the policies established by the City Council, and overseeing the day-to-day operations of the City. The City Council is elected on a non-partisan basis, and members serve four-year staggered terms, with two commissioners elected every two years. The Mayor is elected to serve a four-year term.

The City of Apopka provides a full range of services, including police and fire protection; construction and maintenance of streets, sidewalks and other infrastructure; engineering; planning and community development; code enforcement; recreational programs and cultural events; as well as administration and support services. In addition, the City operates enterprise funds for water, wastewater, reclaimed water and sanitation services.

Budget Presentation

The annual operating and capital budget is presented in four sections: Introductory, Budget Detail, Capital Improvement Program, and Supplementary Information. The Introductory section includes: a city profile; this budget message; a listing of the City's principal officials; the City's organizational chart; and a citywide budget summary. The Budget Detail section includes a summary and corresponding line item detail for the general, special revenue, and enterprise funds. The Capital Improvement Program section includes the major capital improvements

planned over the next five-year period. Finally, the Supplementary Information section includes the City's authorized positions, pay classifications, and other helpful information.

Budget in Brief

The FY 2017 budget totals \$104,083,516 for all funds. This represents an increase of \$14,400,491 or 16.1 percent over the 2016 budget. The General Fund Budget increased approximately \$6.2 million or 14.3 percent over last year's budget. This is primarily due to the addition of a new fire station, including equipment and personnel (\$1.9M), the addition of 5 police officers and their equipment (\$604K), construction of a second communication tower for dispatch (\$2.8M), and hiring of eight additional staff members (\$475K). The Special Revenue Funds, which are monies restricted for specific purposes, increased \$2.28 million or 31.5 percent. These funds include monies for downtown improvements (\$2M) and construction of a splash pad (\$750K). Finally, the Enterprise Funds increase by \$6 million or 15.2 percent and is attributed to the continued construction of the Sewer Treatment Plant (\$16M).

Budget Highlights

Significant factors included in the budget include:

- A millage rate of \$3.7876 per \$1,000 of assessed value. This millage rate for FY 2017 is one half mill above the millage approved by City Council for FY 2016.
- Reserves are used to balance the budget. In the General Fund, we will expend \$1.792M of unrestricted reserves. Even with this expenditure, we will maintain a balance of unrestricted reserves of 21.6 percent of the General Fund budget. This compares to a benchmark standard of 16.7 percent, or 2 months' worth of expenditures recommended by the Government Financial Officers Association.
- Several of the Special Revenue Funds will use reserves. These include CRA, \$2M; Recreation Impact, \$1M; Utilities; \$2.5; Transportation Impact, \$578K; and Stormwater, \$192K.
- New Fire Station (Station No. 5), furnishings, vehicles, employees and equipment.
- Second communication tower for first responders and emergency communications to provide redundancy as well as assure adequate radio coverage in the newly developed areas throughout Apopka.
- Thirty-two new full time positions and one part time position in the workforce. This includes 18 additional firefighters to staff the new fire station, 5 police officers, a city engineer, an economic development coordinator, a part time assistant in the City Clerk's Office, an HR Specialist, two fleet mechanics, two dispatchers, and two traffic enforcement officers.
- Health Insurance Costs increased 8.2 percent.
- \$6.2 million in general fund capital outlay. A total of \$14 million was requested by department heads. The majority of this capital outlay will be financed.

Budget Priorities

The FY 2017 budget includes a number of maintenance and growth-related projects and enhancements to customer service to include, but are not limited to, the following:

- Fire Station and furnishings
- Twenty-six new vehicles, including twenty police vehicles
- Fire Engine
- Ambulance & Power Load Stretcher
- Asphalt truck & Skid Steer Milling Machine
- Communication Tower
- Stormwater drainage upgrades
- New sidewalks
- Water, reclaimed water and wastewater line upgrades
- Sewer Treatment project – Phase II
- Street resurfacing
- Two automated side-loader garbage trucks

Budget Overview

The following costs represent common costs shared among all funds:

Personnel - The budget reflects 33 new personnel positions for FY 2017, 32 full-time and 1 part-time. Positions include 18 firefighters to staff the new fire station; five police officers to grow toward the 2.50 Officer to Population Ratio, two Fleet Mechanics to absorb the burden of maintaining the City's aging fleet of vehicles; an HR specialist to replace the Payroll Specialist that was transferred to Finance, two Dispatchers to reduce the overtime in the Communications Center, two Civilian Traffic Enforcement Officers to administer the Red Light Camera Program, a PT Administrative Clerk to assist in the increased public records requests in the City Clerk Office, an Economic Development Coordinator to promote the future growth in the City and a City Engineer to handle the increasing engineering duties of the City. The FY17 budget does not reflect any cost of living adjustments. All increases in personnel costs are based on performance evaluations. There is funding available for the employee recognition program. Keeping our good employees competitive with salaries, benefits and technology is just as important as ever while we truly do more with less.

Insurance Costs - Insurance costs remain a significant factor in the budget. Staff continues to search for the best coverage at the lowest possible cost to taxpayers.

The budget includes a noticeable increase in general property and liability insurance. This is mainly due to a change in method of accounting for the expense. All premiums are now included in the budget and directly expensed against their respective line items. In the past, insurance was often not accounted for as an expense and their true cost was not readily identifiable. Worker's compensation insurance premiums are noticeably less for FY17. With a recent change in providers, the City will realize a \$63K or 30 percent savings in worker's compensation costs. The City's health insurance coverage for FY 2017 reflects an increase of approximately 8.2 percent with Blue Cross and Blue Shield of Florida. Unfortunately, healthcare costs continue to rise. In an effort to curtail the effects, the City elected to join Public Risk Management's Group Health Trust during FY 2016. Even though there was a moderate increase in premiums, staff believes the Health Trust lessened the impact that other municipalities experienced nationwide and will continue to provide affordable rates. Finally, life insurance coverage will be renewed at the same rate as in FY 2016.

Investments - Overall investment earnings are projected to remain relative flat from FY 2016. While liquidity and preservation of principle remain the primary focus of the City's investments, we continue to explore alternative means to increase the City's return on investments within the current investment policy.

Individual Fund Overview

The City prepares budgets for governmental and enterprise funds. The following section provides a brief overview of each fund.

Governmental Funds

General Fund - The FY 2017 general fund budget is balanced at \$49,293,103, an increase of 14.3 percent over the FY 2016 budget. Overall the majority of the projected general fund revenues have remained relatively flat when compared to the amounts budgeted in FY 2016. Revenues with noticeable change include property taxes, funding from reserves and funding from other sources.

The general fund property tax revenues reflect an increase of approximately \$1.96 million or 25.8 percent over the preceding year. The FY 2017 property tax millage rate of \$3.7876, reflects a 22 percent increase over the rolled-back rate of \$3.0916. The rolled-back rate represents the rate that would produce the same amount of property tax revenue as the prior year. Overall, the assessed value of all property located within the corporate limits of the City is estimated at \$2.6 billion by the end of FY 2016. The City estimates that the majority of the property tax revenue increase is attributable to the increase in new construction.

Funding from other sources totals \$5.1 million, an increase of \$2.9 million or 130 percent above FY 2016 budgeted amounts. This revenue will result from the financing of capital equipment which includes but is not limited to, twenty-six vehicles, a fire engine, an ambulance, a communications tower, an asphalt truck and a milling machine.

In the General Fund, we propose to expend \$1.792M of unrestricted reserves. Even with this expenditure, we will maintain a balance of unrestricted reserves of 21.6 percent of the General Fund budget. This compares to a benchmark standard of 16.7 percent, or 2 months' worth of expenditures recommended by the Government Financial Officers Association.

The significant items included in this year's general fund are capital enhancements needed to continue the current level of service provided to our residents. While not intended to be an all-inclusive list of the additional projects and services that have been funded, the general fund budget as presented is unable to provide funding for the following service enhancements: Alonzo Williams Community Center, WiFi access points, or additional bathrooms and concession stands, playgrounds and parking spaces at the Northwest Recreation Complex.

Streets Improvement Fund - The FY 2017 streets improvement fund budget is balanced at \$3,518,246, an increase of 17.5 percent over the FY 2016 budget. State statutes require a percentage of revenue-sharing dollars be used for street improvements. This year, that amount is estimated to be \$590,000. The City will continue the successful Department of Corrections inmate program through this fund, as well.

Transportation Impact Fee Fund - The FY 2017 transportation impact fee fund budget is balanced at \$2,105,800, a decrease of 20.2 percent compared to the FY 2016 budget. The major projects in this fund relate to the improvements to Old Dixie Highway and Marden Road.

Recreation Impact Fee Fund - The FY 2017 recreation impact fee fund is balanced at \$750,000, an increase of 127 percent over the FY 2016 budget. The increase in this fund is due to the construction of a splash pad.

Stormwater Fund - The FY 2017 stormwater fund is balanced at \$631,621, an increase of 7.5 percent over the FY 2016 budget. There is no change to the stormwater rates in FY 2017. The most significant expense for this fund reflects \$100,000 allocated for two new fountains in the Highland Manor Martin's Pond.

Grant Fund - The FY 2017 grant fund budget is balanced at \$52,958, a decrease of \$231K compared to the FY 2016 budget. This includes JAG grant funding, Bulletproof Vest Program funding, and Byrne Grant funding. The City matching is \$6K.

Community Redevelopment Fund - The FY 2017 community redevelopment fund budget is balanced at \$2,285,439, allocated for land acquisition and improvements in the downtown area. The expenditures planned for this fund will be committed under the direction of the Community Redevelopment Agency

Enterprise Funds

Utility Operating Fund - The FY 2017 utility operating fund budget is balanced at \$18,547,969, an increase of 15.9 percent over the FY 2016 budget. The major reason for this increase is due to the new rate structure put into place during FY2016.

The new large dollar expenditure items included in this year's utility operating fund related to the following:

- Water, reclaim water and wastewater line upgrades
- Improvements to Mt Plymouth Lakes Well #1
- New utility maintenance trucks, including a Street Sweeper and a Vac-con Sewer Truck
- Utility software upgrades
- Replacement of Sodium Hypo-chlorite Feed System at the Plymouth WTP

Utility Impact Fee Fund - The FY 2017 utility impact fee fund budget is balanced at \$21,137,000, an increase of 21.5 percent over the FY 2016 budget. The utility impact fee fund budget provides funding for infrastructure needs in water, wastewater, and reclaimed water projects. The majority of this year's expenditures relate to Phase II of the Sewer Treatment Facility construction, estimated to total \$50M.

Sanitation Fund - The FY 2017 sanitation fund budget is balanced at \$5,207,300, a decrease of 2.6 percent below the FY 2016 budget. Fewer sanitation trucks were budgeted to be purchased in FY 2017, which explains the decrease.

Airport Fund - The FY 2017 airport fund budget is balanced at \$386,930, a decrease of 17.2 percent over the FY 2016 budget. This is the second year the Airport has been functioning as an enterprise fund and the City continues to monitor the profitability of the airport FBO.

Capital Improvement Program

The City operates a Capital Improvement Program (CIP) to ensure adequate public facilities are in place as the City continues to grow. The overall CIP, with its five-year timeframe, includes both capital and infrastructure needs. Some of the major infrastructure projects include: expansion of the Southwest Water Treatment Plant, the Golden Gem Reuse Station, new lift stations throughout the City, and various other water line expansions, road improvements, and drainage upgrades.

Distinguished Budget Presentation Award

The Government Finance Officers Association of the United States and Canada (GFOA) recently presented a Distinguished Budget Presentation Award to the City of Apopka for its annual budget document dated September 23, 2015. In order to receive this award, a

governmental unit must publish a budget document that meets program criteria as a policy document, an operations guide, a financial plan, and a communications device.

This award is valid for a period of one year only. Fiscal year 2016 marks the tenth consecutive year the City of Apopka has received this award. We believe our current budget continues to conform to program requirements, and intend to submit it to the GFOA in pursuit of another award.

Conclusion

Last year we discussed the need to remain focused in order to achieve future success. We focused on what we could afford to do to maintain our quality of life during the most troubling economic situation in decades. During the year, we invested time and resources into expanding our economic development efforts, sustainability initiatives, planning for the future and keeping our community safe. Although economic indicators point to a recovery, history shows it could be a slow recovery process. This year we should continue to focus on economic development, sustainability and keeping our community safe as these proactive measures will position us to recover faster and ensure our future success.

We believe this budget is a prudent and responsible financial plan that funds the top priorities of the City Council and provides adequate funding to maintain our services and infrastructure. We hope you find this information useful in developing an understanding of the financial plan of the City of Apopka. As we strive to better serve our residents, we look forward to working with the City Council and the public to continue to build a strong financial base and to continue to make Apopka one of the finest communities in which to live, work and play.

Acknowledgements

The preparation of this budget on a timely basis could not have been accomplished without the efficient and dedicated services of the Finance Department. We would like to express our appreciation to all members of the Department who assisted and contributed to its preparation. Also, appreciation is expressed to all employees throughout the City, particularly those employees who were instrumental in the successful completion of this annual operating and capital budget.

We would like to especially thank the Mayor and Commissioners for their interest and support in planning and conducting the financial operations of the City in a responsible and progressive manner.

Respectfully submitted,

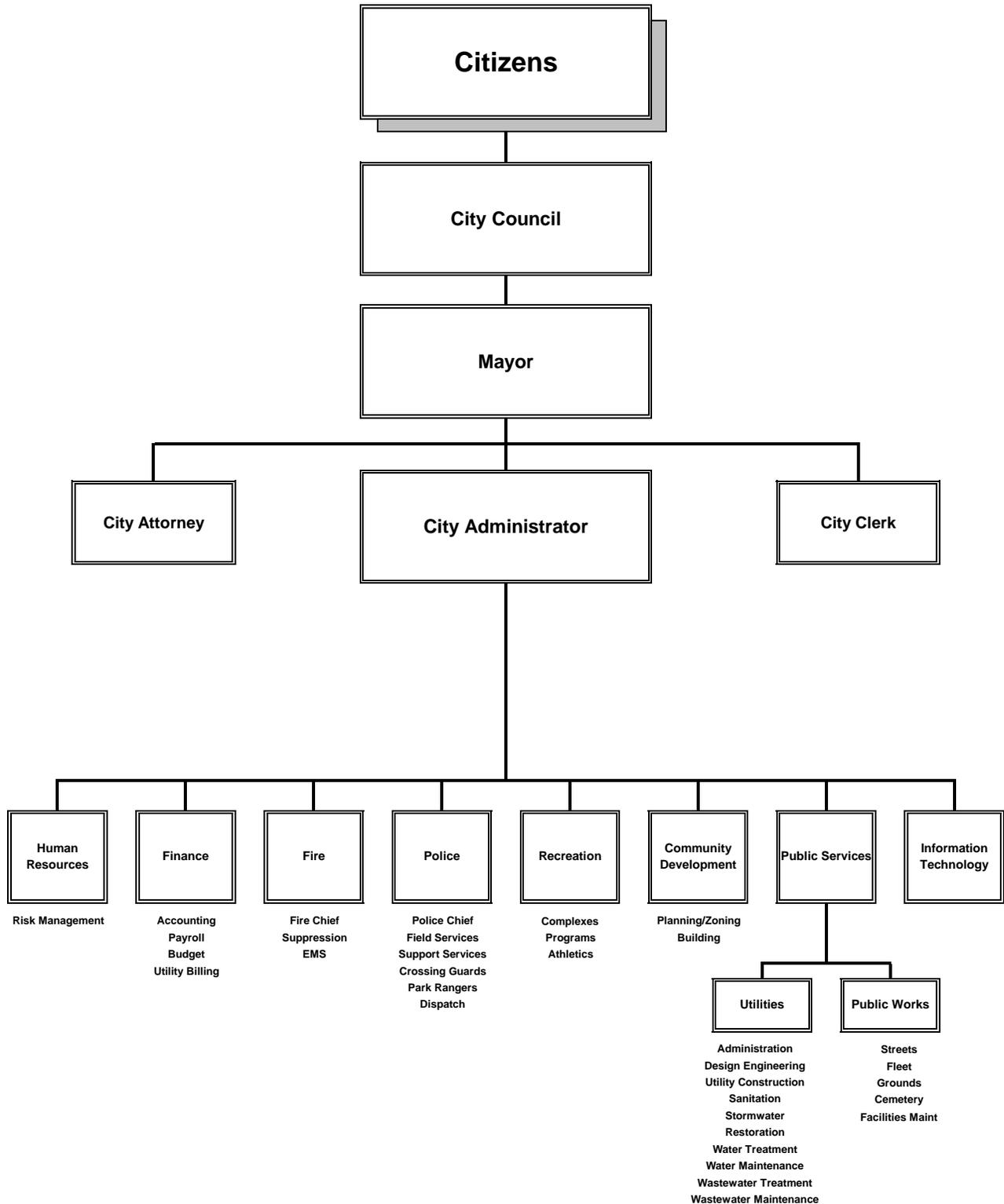


Glenn A. Irby, MPA
Chief Administrative Officer



Pamela N. Barclay, CPA
Finance Director

**CITY OF AOPKA
ORGANIZATIONAL CHART**

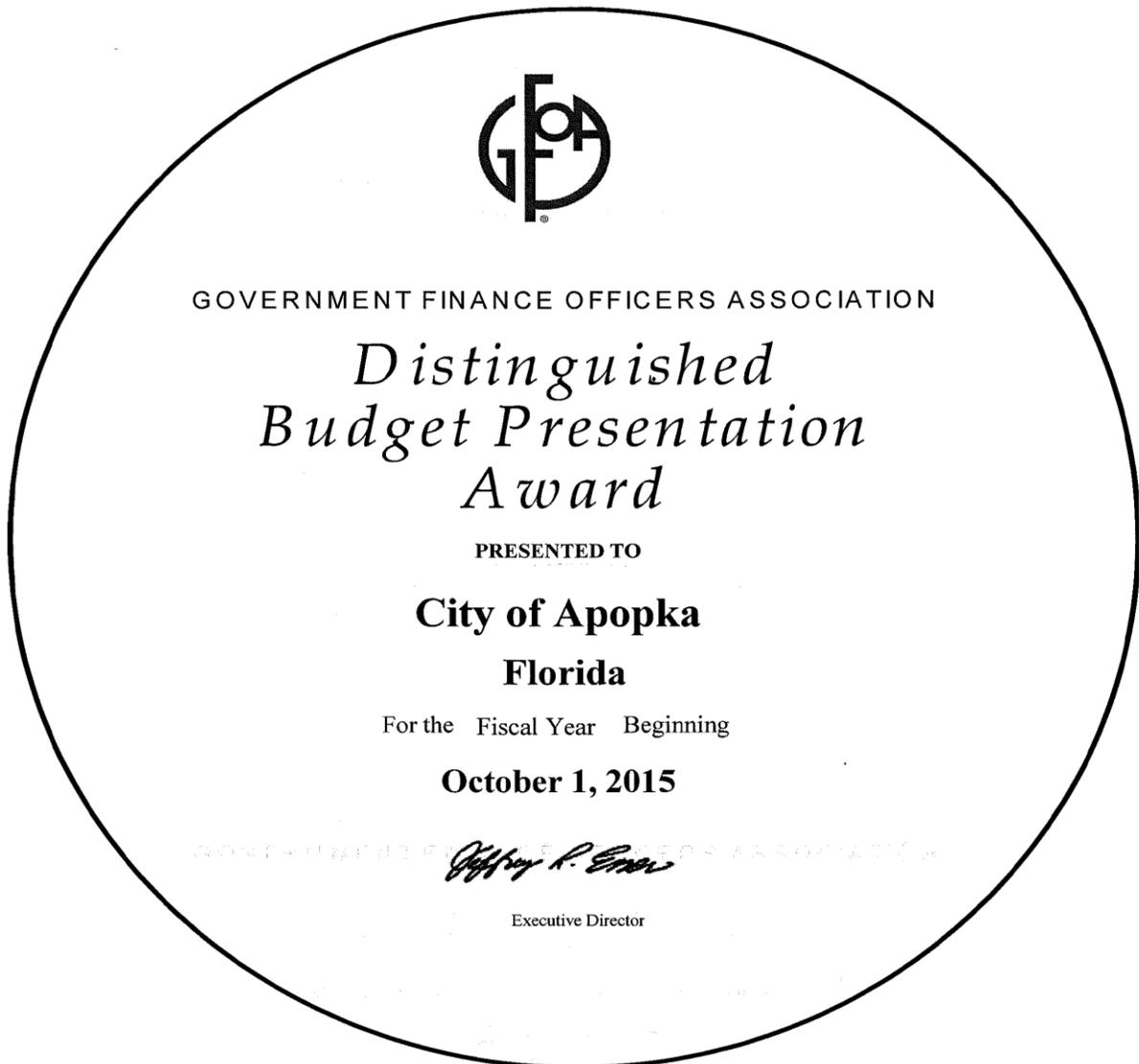


CITY OF APOPKA BUDGET AWARD

The Government Finance Officers Association of the United States and Canada (GFOA) presented a Award for Distinguished Budget Presentation to the City of Apopka for its annual budget for the prior fiscal year beginning October 1, 2015.

In order to receive this award, a governmental unit must publish a budget document that meets program criteria as a policy document, as an operations guide, as a financial plan and as a communication device.

This Award is valid for a period of one year only. We believe our current budget continues to conform to the program requirements and we are submitting it to GFOA to determine its eligibility for another award.



CITY OF APOPKA

CITY GOALS AND OBJECTIVES

COMMUNITY - We will develop and implement programs and services that enhance the quality of life in Apopka by maintaining and/or developing:

- a wide range of recreational, cultural and intellectual events;
- a high level of citizen participation in the community, particularly in cross-generational, multi-cultural projects;
- a community of beautiful and safe neighborhoods;
- infrastructure that provides interconnection between all community neighborhoods;
- a culturally diverse community that values its diversity;
- a with advanced technology that supports the enhancement of education and the economy;
- a continued emphasis on sound land use planning, progressive land development regulations and protective code enforcement;
- a city government structure that is cost effective in its delivery of services;
- the best quality of emergency medical services for Apopka residents;
- the lowest Insurance Service Office (ISO) rating in Orange County;
- project partnerships where feasible to add leisure and cultural activities in Apopka.

EDUCATION - We will support comprehensive educational opportunities that provide our citizens with tools for their well being by:

- recognizing the critical importance that education and work skills play in ensuring we can have the quality community we want;
- advocating for our educational institutions to meet the lifelong learning needs of our residents, our employers and our employees;
- preparing citizens to serve effectively on the City appointed boards;
- creating an atmosphere whereby volunteers can use their expertise and knowledge to improve community life;
- establishing communication systems to promote education and participation in city activities.

ECONOMY - Recognizing that a healthy economy promotes our success, we will:

- foster an entrepreneurial environment that supports local and start up businesses;
- develop a master plan for the development of the town center project;
- research and develop possible alternative energy sources;
- have a sustainable growth policy requiring the wise use of fiscal and natural resources;
- foster an economy that encourages diverse and rewarding job opportunities for all, resulting in a strong tax base;
- foster an economy that takes advantage of our regional location;
- seek out active partners in regional economic development.

HISTORY - Recognizing that our future is guided by our heritage, we will:

- develop design guidelines that protect our history, our neighborhoods and emphasize historic restoration;
- encourage new development that complements the historic character of the core community;
- support programs that emphasize and promote the historic attributes of the community.

**CITY OF AOPKA
BUDGET CALENDAR**

BUDGET CALENDAR

DATE	RESPONSIBLE PARTY	REQUIRED ACTIVITY	REQUIREMENT REFERENCE
3/15/2016	Finance Director	Distribute budget worksheets to departments for developing preliminary FY2017 budget.	
4/18/2016	Department Directors	Preliminary budget worksheets are due from all Departments.	
On or before 6/1/2016	Property Appraiser	Estimated taxable values are submitted to the City.	Florida Statutes
5/15-5/29/2016	Mayor & City Administrator	Discussions with each department concerning their requests.	
On or before 7/1/2016	Property Appraiser	Certified taxable values (DR420) are submitted to the City.	Florida Statutes
7/18-8/23/2016	Mayor & City Administrator	Budget work sessions with City Council (All Fund Types).	
Not later than 8/1/2016	Mayor & City Administrator	Proposed budget is submitted to the City Council.	City Charter
Not later than 8/1/2016	City Council	Tentative millage rate is set, and public hearing dates are determined.	
Not later than 8/1/2016	Finance Director	DR-420 is submitted to the Property Appraiser.	Florida Statutes
9/14/2016	City Council	First reading and first public hearing on proposed budget.	Florida Statutes
9/28/2016	City Council	Second reading second public hearing; Adoption of budget for FY2017.	Florida Statutes
10/1/2016	Finance Director	Copies of adopted budget are distributed to City staff and posted on Website	

AMENDMENTS AFTER ADOPTION:

In accordance with the State Statutes, Section 166.241, the City Council may amend a budget any time within a fiscal year or within 60 days following the end of the year. The Mayor is authorized to transfer budgeted amounts between departments within any fund; however, any revisions that alter the total revenues, reserves, or expenditures of any fund must be approved by a majority vote on the City Council.

All appropriations, to the extent they are not expended or encumbered, lapse at the end of the fiscal year.

CITY OF APOPKA

FINANCIAL MANAGEMENT POLICY

PURPOSE

The broad purpose of the following Financial Management Policy Statement is to enable the City to achieve and maintain a long-term stable and positive financial condition. More specifically it is to provide guidelines to the Finance Director in planning and directing the City's day-to-day financial affairs so recommendations can be made to the Chief Administrative Officer, Mayor and City Commission.

ACCOUNTING SYSTEM AND BUDGETARY CONTROL

The City utilizes a computerized financial accounting system, which incorporates a system of internal accounting controls. Such controls have been designed and are continually being reevaluated to provide reasonable, but no absolute, assurance regarding:

- The safeguarding of assets against loss from unauthorized use or disposition, and
- The reliability of financial records for preparing financial statements and monitoring accountability for assets.

The concept of reasonable assurance recognizes that:

- The cost of control should not exceed the benefits likely to be derived, and
- The evaluation of costs and benefits requires estimates and judgments by management.

All internal control evaluations occur within the framework, and are believed to adequately safeguard and provide reasonable assurance of proper recording of financial transactions.

Accounting and budgeting records for governmental fund types and similar trust and agency funds are maintained on a modified accrual basis. Under the modified accrual basis, revenues are recognized and recorded when measurable and available, and expenditures are recorded when services or goods are received and the liabilities are incurred. Budgets for the governmental fund types are adopted on a basis consistent with generally accepted accounting principles (GAAP).

Accounting and budgeting records for proprietary fund types and similar trust funds are maintained on the accrual basis. Under the accrual basis, revenues are recognized when they are earned and expenses are recognized when incurred.

For proprietary funds, accounting and budget records differ to the extent that depreciation and certain other items are not budgeted for but are a factor in determining fund balance revenues available for appropriation. Budgets for Proprietary Funds are adopted on a basis consistent with generally accepted accounting principles (GAAP).

In accordance with the City Charter, the annual operating budget is proposed by the Mayor and enacted by the City Council after public participation. Although budgets are legally controlled at the fund level, management control of the operating budget is additionally maintained at the Department level.

OPERATING BUDGET

Preparation

Budgeting is an essential element of the financial planning, control and evaluation process of municipal government. The "operating budget" is the City's annual financial operating plan, which includes all of the operating departments

CITY OF APOPKA FINANCIAL MANAGEMENT POLICY

The budget is the single most valuable document for assisting the Mayor and City Council in guiding the growth of the City of Apopka. It receives careful thought and attention in its development. Therefore, in the City of Apopka, the budget process begins about 9 months prior to the start of the fiscal year.

January – February: Council is notified of the beginning of the budget process. Departments are requested to submit requests for any new and/or changes to personnel along with capital with support data. Responses are due by the end of February. Human Resources calculates the costs of existing personnel.

March: Human Resources calculates the costs of all new personnel. First draft of all personnel and capital are entered into budget module.

April – May: Budget module open for department entry of operational expenses.

June: Property Appraiser delivers an estimate of taxable value by June 1. Revenue is projected for the current year using 6-7 months of actual data. These revenues are then compared to the requested expenses for next year along with any other relevant information and cuts are made.

July: Property Appraiser delivers certificate of taxable value in accordance with Florida Statute 200.065 (also known as TRIM). Revisions are made to the preliminary budget document to balance the General Fund. The budget is presented to the City Council on the first Wednesday of July. No action by the City Council is taken at the first meeting. At the third Wednesday of July the City Council is asked to set the proposed millage rate and state the percentage (if any) over the rollback rate. In addition, the City Council must set the date, time, and place for the first public hearing in September on the budget to comply with TRIM. The public hearing cannot conflict with the dates selected by the Orange County School Board or Orange County Government. The City must notify the Tax Collector and Property Appraiser within a specific time frame set by State Statute of the proposed millage rate. While the City can reduce the millage rate throughout the remainder of the budget process, the rate cannot be increased without individual notification to each property owner.

August: The Property Appraiser mails the TRIM notices to all the property owners notifying them of the proposed tax rate and the valuation of each parcel of property. Once the millage rate is certified, it may not be increased without re-mailing the notices. TRIM notices also include the date, time, and place of the first public hearing. These notices are mailed within fifty-five (55) days after certification of the assessed values. The City continues to work out any budget changes during this period.

September: The first public hearing is held on the date set on the notice mailed out by the Property Appraiser. This is at least sixty-five (65) days and within eighty (80) days after certification of the assessed values. All public hearings concerning the budget must be held after 5 P.M. The tentative millage and budget rates are set at the first public hearing. Advertisement in a newspaper of general circulation is required three (3) to five (5) days before the second public hearing. The advertisement must also be within fifteen (15) days of the first public hearing. The advertisement must contain a summary of the budget, all millage rates, and tax increase percentages over the rolled back rate millage. The final millage and budget levies are adopted at the second public hearing.

October: Not later than thirty (30) days following the adoption of the ad valorem tax rates and budget, the City must certify to the State of Florida Division of Ad Valorem Tax that they have complied with the provisions of Chapter 200, Florida Statutes.

CITY OF APOPKA FINANCIAL MANAGEMENT POLICY

Balanced Budget

The operating budget will be balanced with current revenues, which may include beginning fund balances less required reserves as established by the City Council greater than or equal to current expenditures/expenses. A The budget process will be scheduled so as to identify major policy issues for City Council consideration several months prior to the budget approval date to allow adequate time for appropriate decisions and analysis of financial impacts.

Reporting

Monthly expenditure reports will be released to enable department directors to manage their budgets and to enable the Finance Director to monitor and control the budget as authorized by the Council. The Finance Director will prepare a monthly expenditure report for presentation to the City Council to assist in the understanding the overall budget and financial status.

Control and Accountability

Each department director shall be solely responsible for insuring their department budgets will not exceed budgeted amounts. Failure to achieve budgetary control of their individual expenditure and revenue budgets will be evaluated and investigated by the Mayor and/or the Chief Administrative Officer.

Expenditure Requests

The Finance Director will evaluate expenditure requests from departments to insure that the requests are in the amounts and kind originally budgeted in those departments, and that adequate funds are available. The Finance Director shall make every effort to assist departments in making the purchases to accomplish the goals and objectives outlined in the budget information for each department.

Amendment Process

Amendments to the original budget that alter the total revenues, expenses, or reserves of any fund must be approved by the City Council.

REVENUES

The following considerations and issues will guide the Finance Director in the development of revenue and expenditure policies concerning specific sources of funds:

- A. Non-Recurring Revenues – One time or non-recurring revenues should not be used to finance current ongoing operations. Non-recurring revenues shall be used only for non-recurring expenditures and not for budget balancing purposes.
- B. Ad Valorem Taxes – Ad valorem taxes will be anticipated for purposes of operating budget preparation at:
 - 1. 95% of the projected taxable value of current assessments and new construction
 - 2. Current millage rates, unless otherwise specified.
- C. Sales Tax – The use of sales tax revenues is limited to the General Fund

CITY OF APOPKA FINANCIAL MANAGEMENT POLICY

D. State Revenue Sharing – The use of state revenue sharing monies is included in the General Fund, with a portion earmarked for street improvements.

E. Local Option Gas Tax – The use of local option gas tax revenues is limited to public transportation expenditures.

F. Utility Tax – Utility tax revenues can be used for any lawful purpose.

G. Pledged Revenues – The use of revenues, which have been pledged to bond holders, will conform in every respect to those bond covenants.

H. Interest Earnings – Interest earned from investment of available monies, whether pooled or not, will be distributed to the funds in accordance with the equity balance of the fund from which the monies were provided for investing.

I. User-Based Fees and Service Charges – User-Based Fees and Service Charges will be reviewed annually by department directors to ensure that fees provide adequate coverage of cost of services for their respective departments.

J. Enterprise Fund Rates – The Finance Director will review utility rates annually to ensure sufficient revenues are generated to cover operating expenses, meet the legal restrictions of all applicable bond covenants, and provide for an adequate level of working capital.

K. Enterprise Activity Rates - and other legal funds of the City include transfers to and receive credits from other funds as follows:

1. General and Administrative Charges – Administrative costs should be charged to all funds for services of general overhead, such as administration, finance, personnel, data processing, police, purchasing, facility maintenance, communications, fleet maintenance, community development, building, and grounds as appropriate. The Finance Director through indirect cost allocation following accepted practices will determine the charges and procedures intended to recover up to 100% of said costs.

2. Payment in-lieu-of-ad valorem tax – Rates will be calculated so as to include a fee equal approximating the ad valorem taxes lost as a result of municipal ownership of the various utility and other enterprise activities owned by the City.

L. Intergovernmental Revenues (Federal/State/Local) – All potential grants will be examined for matching requirements and the source of the matching requirements. These revenue sources will be expended only for intended purpose of grant aid. It must be clearly understood that operational requirements set up as a result of a grant or aid could be discontinued once the term and conditions of the project have terminated.

M. Revenue Monitoring – The Finance Director will compare revenues actually received to budgeted revenues and variances will be investigated. This process will be summarized in the appropriate budget report. Any variances considered to be material will be investigated. The Finance Director will report results of that investigation to the Mayor and the Chief Administrative Officer.

CITY OF APOPKA FINANCIAL MANAGEMENT POLICY

EXPENDITURES

A. Appropriations – The point of budgetary control is at the department level budget for all funds. If the Chief Administrative Officer certifies that there are available projected revenues for appropriations in excess of those estimated in the budget the City Council may authorize supplemental appropriations.

B. Central Control – The department director without the prior authorization of Chief Administrative Officer shall spend no significant salary or capital budgetary savings in any department. This control will realize budget savings each year that will be recognized in the approved budget as contingency accounts.

The Chief Administrative Officer may authorize the transfer of funds between departments within funds should the need arise. However, any transfer between funds must have the approval of the Mayor.

C. Purchasing – All purchases of goods or services will be made in accordance with the City's current Purchasing Policy.

D. Prompt Payment – All invoices approved for payment by the proper City authorities shall be paid by the Finance Department within forty-five (45) calendar days of receipt in accordance with the provisions of Florida Statutes 218.70.

The Finance Director shall establish and maintain proper procedures that will enable the City to take advantage of all purchase discounts, when possible, except in the instance where payments can be reasonably and legally delayed in order to maximize the City's investable cash.

FUND BALANCE

Fund balance is generally defined as the difference between a fund's assets and liabilities. An adequate fund balance is necessary for numerous reasons, such as to have funds available in case of an emergency or unexpected events, to maintain or enhance the City's financial position and related bond ratings, to provide cash for operations prior to receipt of property tax revenues, and to maximize investment earnings.

ACCOUNTING, AUDITING, AND FINANCIAL REPORTING

A. Accounting – The City Finance Department is responsible for the reporting of the financial affairs, both internally and externally. The Finance Director is the City's Chief Financial Officer and is responsible for establishing the Chart of Accounts and for properly recording financial transactions.

B. Auditing – The City will be audited annually by outside independent accountants ("auditor"). The auditor must be a CPA that can demonstrate that it has the breadth and depth of staff to conduct the City's audit in accordance with generally accepted auditing standards and contractual requirements. The auditor's report on the City's financial statement will be completed within 180 days of the City's fiscal year end.

The auditor is retained by and is accountable directly to the City Council and will have access to direct communication with the City Council if the City Staff is unresponsive to auditor recommendations, requests for information, or if the auditor considers such communication necessary to fulfill its legal and professional responsibilities.

CITY OF APOPKA FINANCIAL MANAGEMENT POLICY

C. Financial Reporting – The Financial Department shall be responsible for the information that is contained in the Comprehensive Annual Financial Report (CAFR), which shall be prepared by the City's auditor. The accuracy and timeliness of the CAFR is the responsibility of the City staff. The CAFR will be prepared in accordance with generally accepted accounting principles (GAAP). Upon the completion and acceptance of the CAFR, the audited CAFR is presented to the City Council within 180 days of the City's fiscal year end.

The Finance Department will prepare internal financial reports, sufficient to plan, monitor, and control the City's financial affairs. Monthly expenditure reports will be distributed to department directors, Mayor and City Council.

ASSET MANAGEMENT

A. Investments – The Finance Director shall promptly deposit all city funds with the City's Depository Bank in accordance with the provisions of the current Bank Depository Agreement. The Finance Director will then promptly invest all funds in any negotiable instrument that the City Council has authorized under the provisions of the City Investment Policy.

B. Cash Management – The City's cash flow will be managed to maximize the cash available to invest. Such cash management will entail the centralization of cash collections, where feasible, resulting in a limited of cash collection points throughout the City.

All checks issued by the City shall bear two of the following three signatures Mayor, Chief Administrative Officer, or City Clerk. These same signatures are needed to transfer funds electronically for payment of any obligation of the City in accordance with the City's Wire Transfer Policy, stipulating the conditions and control procedures related to such activity.

C. Cash/Treasury Management – Periodic review of each cash flow position will be performed to determine performance of cash management and investment policies. Idle cash will be invested with the intent to (1) safeguard assets, (2) maintain liquidity, and (3) maximize return. Where legally permitted, pooling of investments will be done.

DEBT MANAGEMENT

Purpose – The City recognizes the primary purpose of capital facilities is to support provision of services to its residents. Using debt financing to meet the capital needs of the community must be evaluated according to efficiency and equity. Efficiency equates to the highest rate of return for a given investment of resources. Equity requires a determination of who should pay for the cost of capital improvements. In meeting the demand for additional capital facilities, the City will strive to balance the load between debt financing and "pay as you go" methods. Through evaluation the need for additional debt financed facilities and the means by which the debt will be repaid, the Finance Director will strike an appropriate balance between service demands and the amount of debt.

There are no statutory or charter limitations on debt. Debt is used for a variety of purposes and in a variety of ways. The principal use of debt by the City has been for making capital expenditures.

CITY OF APOPKA

FINANCIAL MANAGEMENT POLICY

DEBT FINANCING

A. General Obligation Bonds (GO's) – General obligation bonds will only be used to fund capital assets of the general government, are not to be used to fund operating needs of the City and are backed by the full faith and credit of the City as well as the ad valorem taxing authority of the City as prescribed by law. The term of a bond issue will not exceed the useful life of the asset(s) funded by the bond issue and will generally be limited to no more than thirty (30) years. General obligation bonds must be authorized by a vote of the citizens of the City of Apopka.

B. Revenue Bonds – Revenue bonds will be issued to provide for the capital needs of any activities where the capital requirements are necessary for continuation or expansion of a service which produces revenue and for which the asset may reasonably be expected to provide for a revenue stream to fund the debt service requirements. The term of the obligation may not exceed the useful life of the asset(s) to be funded by the bond issue and will generally be limited to no more than thirty (30) years.

C. Revenue Notes – Revenue notes will be used to fund capital requirements, which are not otherwise funded by either Revenue Bonds or General Obligation Bonds. Debt service for Revenue Notes may be either from general revenue or backed by specific revenue stream or streams or by a combination of both. Generally Revenue Notes will be used to fund capital assets where full bond issues are not warranted as a result of cost of the asset(s) to be funded through the instrument or the costs associated with a bond issue. The term of the obligation may not exceed the useful life of the asset(s) to be funded by the proceeds of the debt issue and will generally be limited to no more than thirty (30) years.

D. Method of Sale – The Finance Director will use a competitive bidding process in the sale of bonds unless the nature of the issue warrants a negotiated bid. In situations where a competitive bidding process is not elected, the Finance Director will publicly present the reasons why, and the Finance Director will participate with the financial advisor in the selection of the underwriter or direct purchaser.

E. Financing Alternatives – The Finance Director shall explore alternatives to the issuance of debt for capital acquisitions and construction projects. The alternatives will include, but not be limited to, (1) grants-in-aid, (2) use of reserves/designations, (3) use of current revenues, (4) contributions from developers and others, (5) leases, and (6) impact fees.

- a. The Finance Department will maintain procedures to comply with arbitrage rebate and other Federal requirements.
- b. The City will ensure that the debt is soundly financed.
- c. Conservatively projecting the revenue sources that will be used to pay the debt.
- d. Financing the improvement over a period of time not greater than the useful life of the improvement being financed.
- e. Determining that the benefits of the improvement exceed the costs, including interest costs.
- f. Maintaining a debt service coverage ratio, which ensures that combined debt service requirements will not exceed revenues pledged for the payment of debt.
- g. Evaluating proposed debt against the target debt indicators.

F. Financing Methods – The City maintains the following policies in relation to methods of financing used to issue debt:

- a. Where possible, the City will use revenue or other self-supporting bonds in lieu of General Obligation Bonds.

CITY OF APOPKA

FINANCIAL MANAGEMENT POLICY

b. When appropriate, the City will issue non-obligation debt, for example, Industrial Development Revenue bonds, to promote community stability and economic growth.

c. The Finance Department will maintain open communications with bond rating agencies about its financial condition and whenever possible, issue rated securities.

G. Debt Service Schedules – See the Long-Term Debt Section for detailed debt service schedules for the City of Apopka.

INTERNAL CONTROLS

A. Written Procedures – Wherever possible, written procedures will be established and maintained by the Finance Director for all functions involving cash handling and/or accounting throughout the City. These procedures will embrace the general concepts of fiscal responsibility set forth in this policy statement.

B. Department Directors' Responsibilities – Each department director is responsible to ensure that good internal controls are followed throughout their department, that all Finance Department directives or internal controls are implemented, and that all independent auditor internal control recommendations are addressed.

STAFFING AND TRAINING

A. Adequate Staffing – Staffing levels will be adequate for the fiscal functions of the City to operate effectively. Overtime shall be used only to address temporary or seasonal demands that require excessive hours. Workload allocation alternatives will be explored before adding staff.

B. Training – The City will support the continuing education efforts of all financial staff members including the investment in time and materials for maintaining a current perspective concerning financial issues. Staff will be held accountable for communicating, teaching, and sharing with other staff members all information and training materials acquired from seminars, conferences, and related education efforts.

C. Awards, Credentials, Recognition – The Finance Department will support efforts and involvement, which result in meeting standards and receiving exemplary recitations on behalf of any of the City's fiscal policies, practices, processes, products, or personnel. Staff certifications may include Certified Public Accountant (CPA), Certified Government Finance Officer (CGFO) or Certified Public Finance Officer (CPFO). Currently, staff maintains the following certifications:

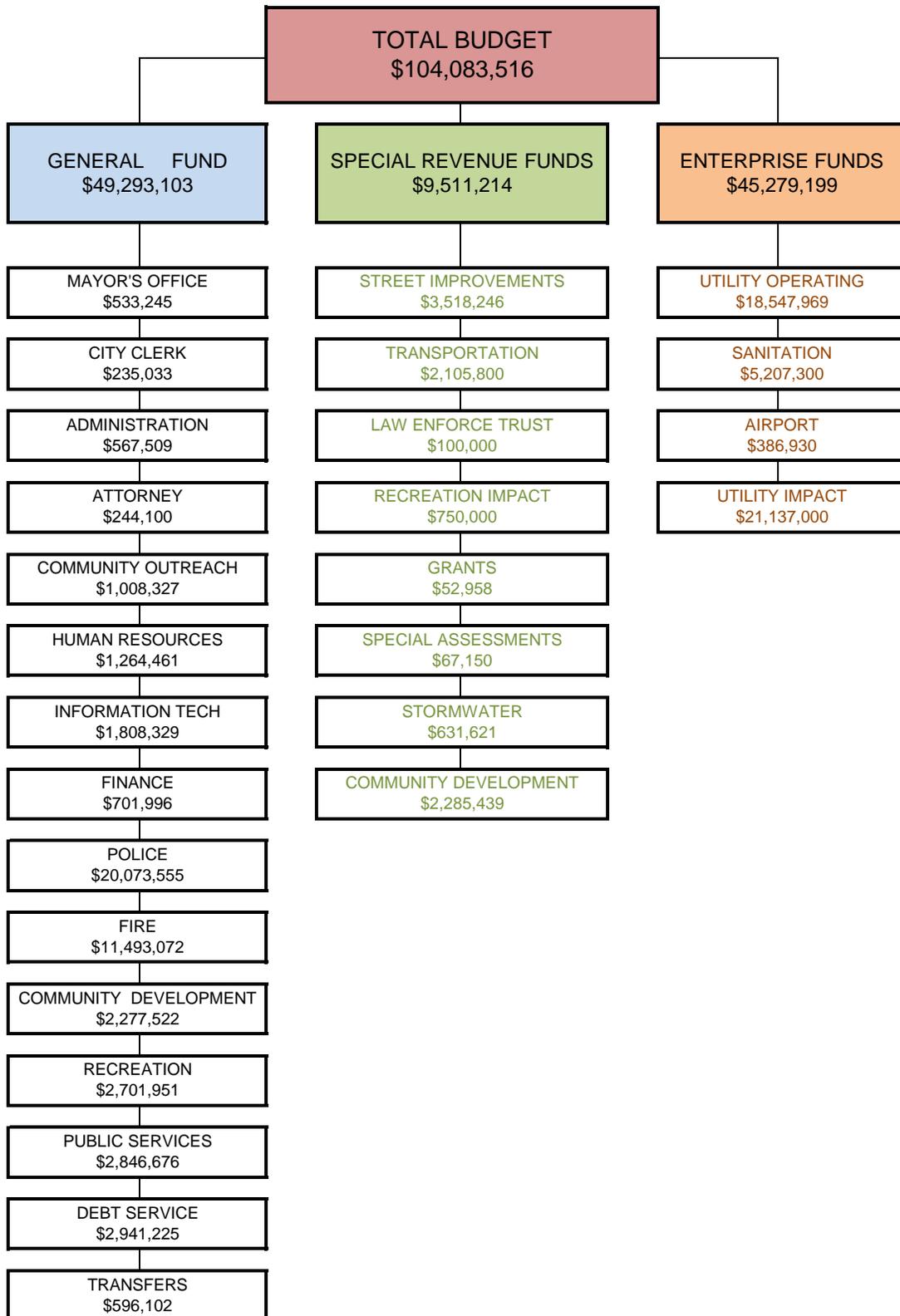
Finance Director – CPA
Accounting Manager – CGFO
Purchasing Manager – CGFO, CPM

The Finance Department will strive to maintain a high level of excellence in its accounting policies and practices as it prepares the annual CAFR. The CAFR will be presented annually to the Governmental Finance Officers Association for evaluation and consideration for the Certificate of Achievement for Excellence in Financial Reporting Award. The Budget will also be submitted annually to the GFOA for evaluation and consideration of the Distinguished Budget Presentation Award.

Distinguished Budget Presentation Award – Received for 10 years

Certificate of Achievement for Excellence in Financial Reporting Award – Received for 31 years

CITY OF AOPKA CITY FUND STRUCTURE



CITY OF APOPKA FUND TYPES

GOVERNMENTAL FUNDS

General Fund – The General Fund serves as the primary reporting vehicle for current government operations. The General Fund, by definition, accounts for all current financial resources not required by law or administrative action to be accounted for in another fund.

Special Revenue Funds – Special revenue funds are used when legal requirements restrict specific resources to be expended for specific purposes, with the exception of trusts, capital projects or debt service. The Community Redevelopment Fund accounts for the revenues and expenditures of the tax increment district.

PROPRIETARY FUNDS

Enterprise Funds – Enterprise funds are used to account for operations that are financed and operated in a manner similar to a business. The cost of providing goods or services to the general public on a continuing basis should be financed or recovered through user charges. Currently there are four enterprise funds, which consist of the Utility Operating Fund; the Water, Sewer and Reuse Impact Fee Fund; the Airport Fund and the Sanitation Fund.

FIDUCIARY FUNDS

Trust and Agency Funds – Trust Funds are used to account for assets held by the government in a trustee capacity. Currently there are three pension trust funds, which consist of the General Employees', Police Officers', and Firefighters' Retirement Trust Funds. Agency funds are used to account for assets held as an agent for individuals, private organizations, other governments and/or other funds. Currently there are no agency funds.

NON-BUDGETED FUNDS

The City has additional funds that are audited, but not included in the budget. The dollar amounts of these funds are considered minor. The City also records the dollars for the Police, Fire, and General employees pension funds respectively. The City does not hold these dollars and there is a separate board for each pension fund that controls the distribution of the funds.

BASIS OF BUDGETING

The Comprehensive Annual Financial Report (CAFR) shows the status of the City's Finances on the basis of "generally accepted accounting principles" (GAAP). In most cases this conforms to the way the City prepares its budget. Exceptions are as follows:

Compensated absences liabilities expected to be liquidated with expendable available financial resources are accrued as earned by employees (GAAP) as opposed to being expended when paid (Budget basis).

Principal payments on long-term debt within the Enterprise Funds are applied to the outstanding liability on a GAAP

Capital outlays within the Proprietary Funds are recorded as assets on a GAAP basis and expended on a Budget basis.

CITY OF AOPKA ANALYSIS OF CHANGES IN FUND BALANCE

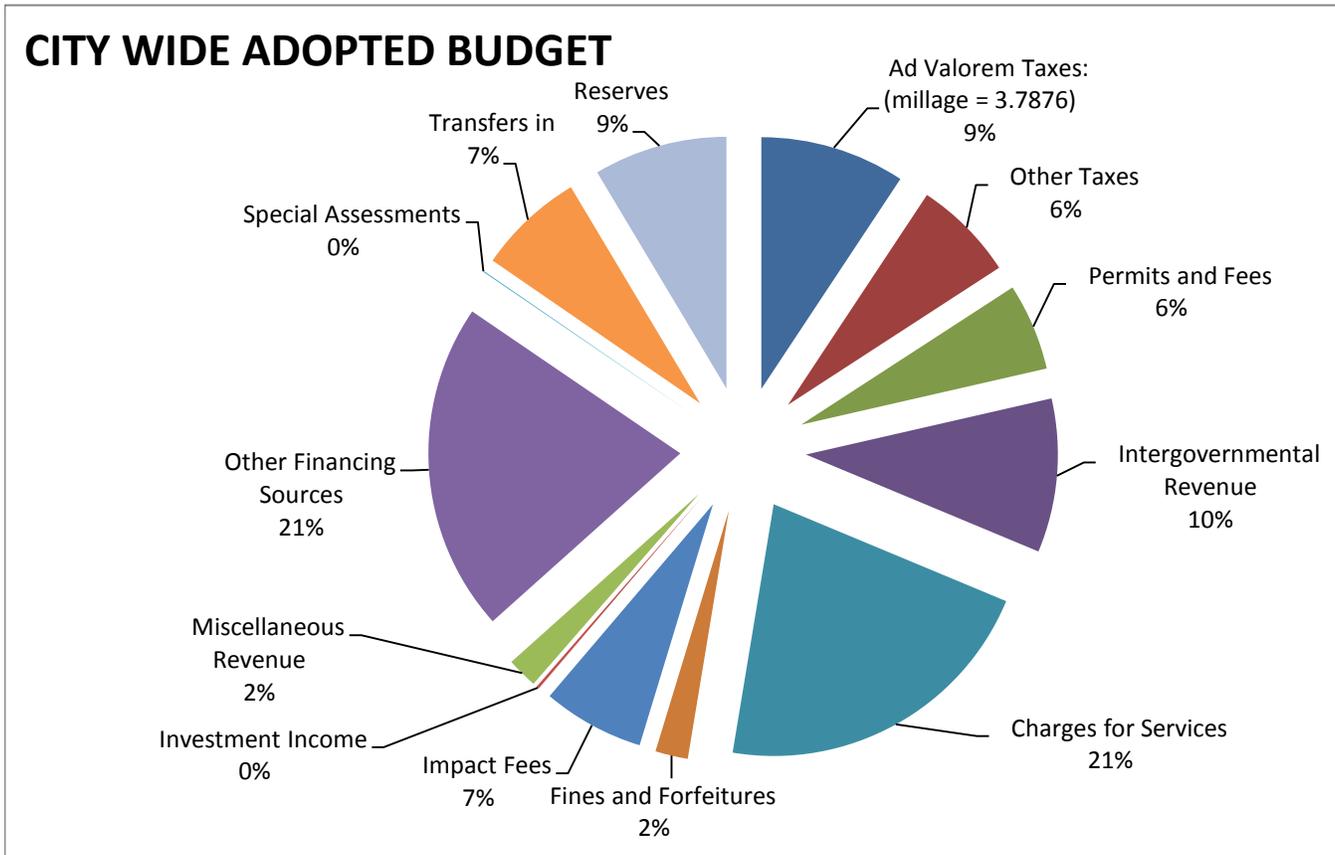
Analysis of Changes in Fund Balance/Retained Earnings

	Actual Balance 9-30-15	Estimated Revenues 15-16	Estimated Expenditures 15-16	Net Change	Estimated Balance 9-30-16	Budgeted Revenues 16-17*	Budgeted Expenditures 16-17*	Net Change	Estimated Balance 9-30-17
General Fund	11,874,001	45,416,826	(43,275,200)	2,141,626	14,015,627	47,500,747	(49,293,103)	(1,792,356)	12,223,271
Street Improvement Fund	836,957	2,745,045	(2,814,473)	69,428	767,529	2,887,423	(3,518,246)	(630,823)	136,706
Transportation Impact Fee Fund	6,236,767	1,862,000	(238,300)	1,623,700	7,860,467	1,522,000	(2,105,800)	(583,800)	7,276,667
Law Enforcement Trust Fund	114,613	40,300	(50,000)	9,700	104,913	30,300	(100,000)	(69,700)	35,213
Recreation Impact Fee Fund	325,959	815,798	0	815,798	489,839	260,161	(750,000)	(489,839)	0
Storm water Fund	1,862,649	425,283	(300,625)	124,658	1,987,307	423,000	(631,621)	(208,621)	1,778,686
Grant Fund	0	440,482	(440,482)	0	0	52,958	(52,958)	0	0
Special Assessment Fund	(199,710)	67,080	(26,000)	41,080	158,630	67,150	(67,150)	0	158,630
Community Redevelopment Fund	2,047,544	232,895	(230,000)	2,895	2,050,439	235,000	(2,285,439)	(2,050,439)	0
Utility Operating Fund	16,599,562	15,398,011	(15,708,575)	310,564	16,288,998	15,451,200	(18,547,969)	(3,096,769)	13,192,229
Sanitation Fund	1,050,837	4,242,500	(5,263,410)	1,020,910	29,927	5,207,300	(4,853,632)	353,668	383,595
Airport Fund	(7,757)	380,000	(347,300)	32,700	24,943	386,930	(369,712)	17,218	42,161
Utility Impact Fee Fund	745,661	5,665,665	(2,893,180)	2,772,485	3,518,146	21,137,000	(19,737,299)	1,399,701	4,917,847

* Budgeted Revenues 16-17 exclude transfers from Reserves

CITY OF APOPKA REVENUE SOURCES

Where does the money come from?



The City of Apopka has various revenue sources. Each source has unique requirements and limitations on use. Please see section on Revenue in the Financial Policy section.

GENERAL FUND – 47% of this year’s Total City Budget:

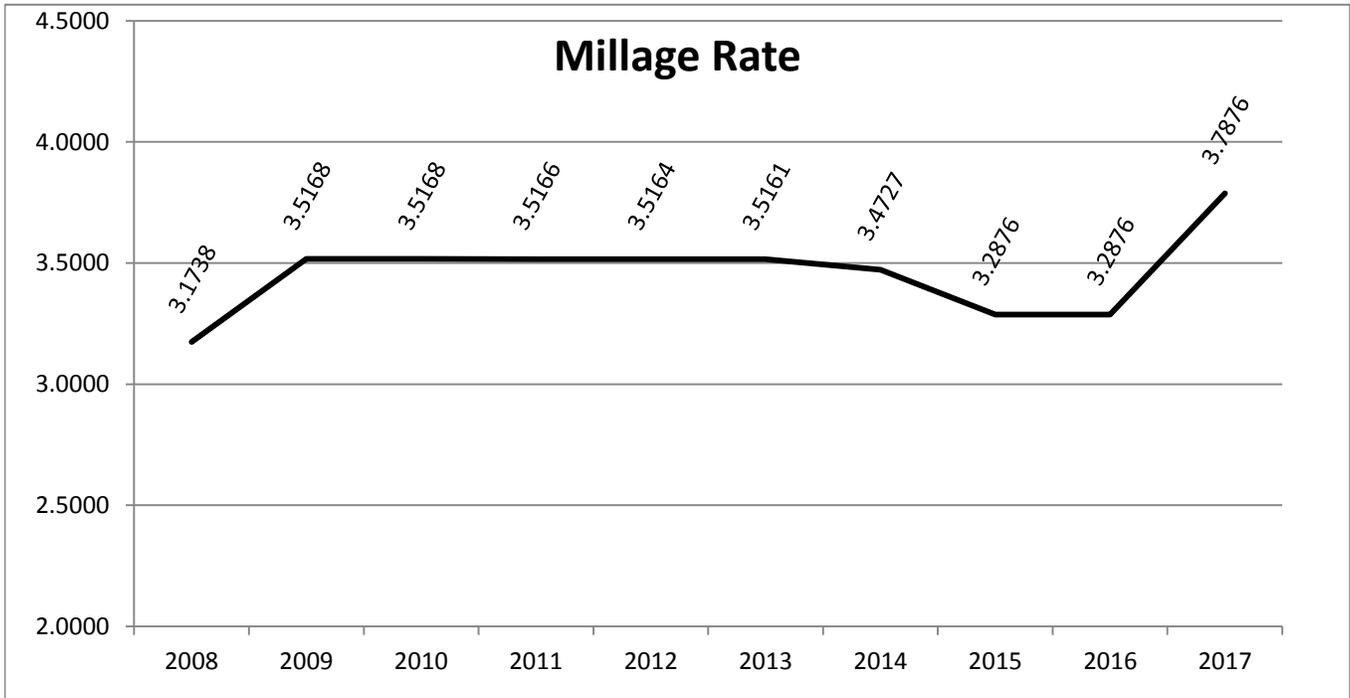
Property Tax – 9% of this year’s General Fund budget

Ad valorem taxes are taxes on property paid by owners of real and personal property within the city limits. The tax is based on an assessment by the Orange County Property Appraiser of the market value of property and improvements. A tax rate of one (1) mill produces one dollar of tax revenue on each \$1,000 of taxable property value.

The Orange County Property Appraiser released the July 1st preliminary gross taxable value of property at \$2,659,655,335. Excluding the taxable value of new construction and annexations of \$82,789,025, results in a preliminary adjusted taxable value of \$2,576,866,310. This represents an increase in taxable values for 2016 amounting to \$147,386,368 or 6.07% above the gross taxable value of \$2,429,479,942 in the previous year.

CITY OF APOPKA REVENUE SOURCES

Based on this information, the estimated rolled-back rate for operating expenses is 3.0916mills. Rolled-back rate is the millage rate levied that will yield the same amount of revenue as collected in the prior year. On September 14th, 2016 the City Council approved a millage rate of 3.7876. The revenue at this millage rate is \$1,982,225 more than the property tax revenues budgeted in the prior fiscal year.



Other Taxes – 6% of this year’s General Fund budget

The City includes Utility Taxes and Local Communication Services Taxes in this category.

Utility Taxes – are derived from a 10% utility tax on electric, water, gas and propane. The rate for the Local Communication Services Tax is calculated by the state and currently slightly over 4%. As a group the anticipated revenues from this source will yield approximately \$5,200,000, which is 27.9% more than last year.

Permits and Fees – 14% of this year’s General Fund budget

The City includes Franchise Fees and Building Permit Fees in this category.

Franchise Fees – represent agreements with Duke Energy for electricity, Apopka Natural Gas for gas and the City’s own water and sewer utility to have access to the City’s right-of-ways. As a group the anticipated revenues from this source will yield approximately \$4,104,000, which is only \$6,000 more than last year.

Building Permit Fees – include fees necessary in enforcing the Florida Building Codes. Due to the increase in the residential market, Building Permit Fees are projected to increase by approximately \$435,000.

CITY OF APOPKA REVENUE SOURCES

Intergovernmental Revenue – 22% of this year’s General Fund budget

The City accounts for Federal and State Grants, State and Local shared revenues. In addition, the city includes State Sales Tax Revenue, which is shared with the City, Business Licenses Revenues from the county and revenue from the Orange County School Board partially reimbursing the City for the cost of police officers in the schools. This source has increased by approximately 9.6% due to an increase in economic activity.

Charges for Services – 6% of this year’s General Fund budget

Charges for Planning, Public Safety, and Recreation services are accounted for in this category. Dispatch fees charged to the cities of Maitland and Eatonville make up \$415,000 of the total amount of this category. Ambulance fees make up another \$710,000. Recreation program activity fees are another major source of revenue in this category making up \$480,000. City sponsored festivals and events have been expanded in this budget and estimated at generating another \$700,000 in revenue. In general this category recovers actual City costs for the services rendered.

Fines and Forfeitures - 5% of this year’s General Fund budget

The City accounts for revenues generated from traffic tickets and code violations in this category. This source has decreased by approximately .4% due to a decrease in traffic light detection device infractions. The long term outlook for this source is not good. The state is taking a larger and larger share of the ticket revenues to support the cost of the courts. Therefore this revenue source may be increasing now, but could decrease in the long-term.

Miscellaneous Revenues – 3% of this year’s General Fund budget

The City accounts for Interest on Investments, Sale of Cemetery Lots, Insurance Proceeds, Rental of City Property, Donations, and other miscellaneous revenue in this category. The City’s “Asset Management Policy” requires cash flows to be managed to maximize the cash available to invest.

Non-Operating Revenues – 20% of this year’s General Fund budget

The City accounts for funds transferred from reserves, transfers from other funds, contributions from other funds, and proceeds from any debt would be in this category. With the exception of the debt proceeds, this category represents an immediate adjustment to fund balance as all unexpended amounts budgeted in prior years are closed to fund balance at the close of each fiscal year.

SPECIAL REVENUE FUNDS - 8% of this year’s Total City Budget:

STREETS IMPROVEMENT FUND – 3% of this year’s Total City Budget:

The City accounts for the revenue it receives as a result of the tax imposed on gasoline. This revenue is to be used by the City for road and/or related improvements. The State estimates this revenue to increase by 11.5%.

CITY OF APOPKA REVENUE SOURCES

TRANSPORTATION IMPACT FEES – 2% of this year’s Total City Budget:

The City accounts for traffic impact fees in this category. This revenue source reflects an increase due to residential and commercial construction.

RECREATION IMPACT FEES - 3% of this year’s Total City Budget:

The City accounts for recreation impact fees in this category. This revenue source reflects an increase due to residential construction.

STORMWATER - 1% of this year’s Total City Budget:

The City assesses a flat fee of \$25 per residential lot that appears on the property owner’s tax bill. The funds are collected and maintained in this category. This revenue source has remained flat due to a slowdown of the economy.

COMMUNITY REDEVELOPMENT - 0% of this year’s Total City Budget:

This is the city property taxes collected on the property within the CRA district. The funds must be spent only on property within that area.

SPECIAL ASSESSMENT FUND - 0% of this year’s Total City Budget:

This is the special assessment fees collected from the property owners within the Mainline Village, Maine Avenue and Cimarron Hills subdivisions. The funds must be spent only on property within that area.

ENTERPRISE FUNDS - 44% of this year’s Total City Budget:

UTILITY OPERATIONS – 18% of this year’s Total City Budget:

Charges for service consist of the monthly billings fees, initiation of service fees, industrial waste surcharges, sales of maps, and late fees. This is an increase of approximately 3%, reflects a slight increase due to residential and commercial construction.

UTILITY IMPACT FEE – 19% of this year’s Total City Budget:

Water, Sewer, and Reuse Impact Fees make up this category. This revenue reflects a sizable increase due to the planned construction of a sewer plant expansion.

SANITATION – 6% of this year’s Total City Budget:

The City accounts for the monthly billings fees in this category. This revenue source reflects a slight increase due to residential and commercial construction.

AIRPORT – 1% of this year’s Total City Budget:

The City accounts for the Municipal Airport in this category. This revenue source includes fuel sales and rental income.

CITY OF AOPKA REVENUE METHODOLOGY

FORECASTING OF MAJOR REVENUES

The purpose of detailing forecast methodologies for revenues is to determine the validity of the forecast over time and to utilize the information in making future forecasts. The following are assumptions concerning revenues, covering all funds.

Revenue Source

Forecast Methodology

Property Taxes	Approved millage multiplied by tax roll, less 5% for assumed non-collection and/or discounts taken for early payments.
Franchise Fees	Historical trend analysis – The City has been and continues to experience high growth in new housing and continues to expand through voluntary annexations. This will create additional Franchise Fees for the next several years.
Utility Taxes	Historical trend analysis – The City has been and continues to experience high growth in new housing and continues to expand through voluntary annexations. This will create additional Utility Taxes for the next several years.
Local Communications Tax	Historical trend analysis – The City has been and continues to experience high growth in new housing and continues to expand through voluntary annexations. This will create additional Communication Taxes for the next several years.
Licenses & Permits	Historical trend analysis – The City has been and continues to experience high growth in new housing and continues to expand through voluntary annexations. This will create additional Licenses & Permits for the next several years.
State Revenue Sharing	State forecast (based on City and State population), adjusted for historical trend analysis.
Half Cent Sales Tax	State forecast (based on City and County population), adjusted for historical trend analysis.
Dispatch Service Fees	Based on projected cost of providing service to the City of Maitland and City of Eatonville.
Ambulance Fees	Historical trend analysis – This is based on the number of calls for service, which continue to increase as the City expands.
Recreation Program Activity Fees	Historical trend analysis – Based on higher fees, additional programs and with more participants.

CITY OF APOPKA REVENUE METHODOLOGY

Interest Revenue	Historical trend analysis – Based on expected higher return on investments.
Contributions from Enterprise Funds	Payment to the General Fund for services provided to the enterprise funds.
Water, Sewer, and Reuse User Fees	Historical trend analysis – Based on an annual escalator in the rate structure that matches the Public Service Commission index for costs. Also includes an expanding service base, which as of 2006 also includes county customers.
Sanitation User Fees	Historical trend analysis – Using the growth in the number of customers and a new rate structure for residential and commercial customers.
Gas Tax	Based on formula in interlocal agreement with county and State
Traffic Impact Fees	Historical trend analysis – Using building trends and proposed
Recreation Impact Fees	Historical trend analysis – Using building trends and proposed development.
Stormwater Fees	Data received from county tax rolls.
Water, Sewer, and Reuse Impact Fees	Historical trend analysis – Using building trends and proposed development.

CITY OF APOPKA
CITY-WIDE BUDGET SUMMARY

BUDGET SUMMARY

City of Apopka, Florida - Fiscal Year 2016-2017

**THE PROPOSED OPERATING BUDGET EXPENDITURES OF THE CITY OF APOPKA
ARE 16.1% MORE THAN LAST YEAR'S TOTAL OPERATING EXPENDITURES**

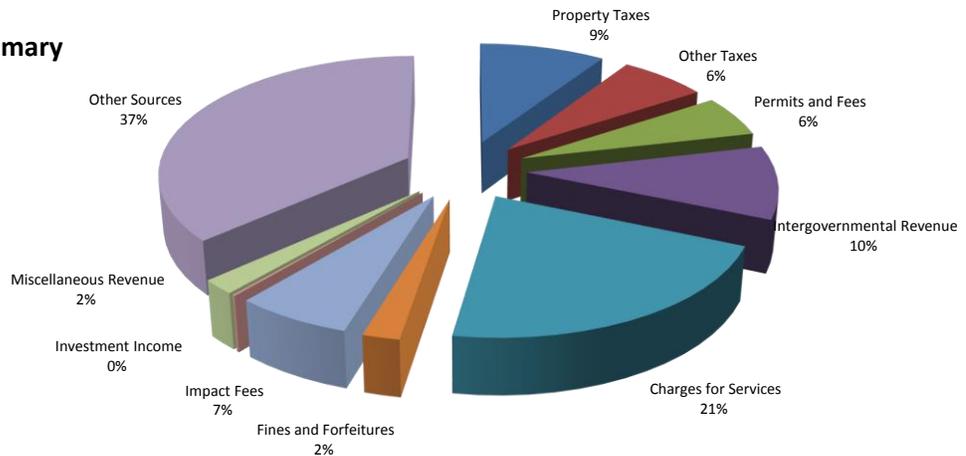
General Fund	3.7876	GENERAL FUND	SPECIAL REVENUE FUNDS	ENTERPRISE FUNDS	TOTAL ALL FUNDS
ESTIMATED REVENUES:					
Taxes:	Millage Per \$1,000				
Ad Valorem Taxes	3.7876	\$ 9,595,025	\$ 90,000	\$ -	\$ 9,685,025
Other Taxes		5,152,500	1,638,000	-	6,790,500
Permits and Fees		5,817,000	-	-	5,817,000
Intergovernmental Revenue		10,011,750	264,958	-	10,276,708
Charges for Services		2,412,360	415,000	19,361,130	22,188,490
Fines and Forfeitures		2,149,500	30,000	-	2,179,500
Impact Fees		-	1,660,000	5,132,000	6,792,000
Investment Income		57,500	38,950	89,300	185,750
Miscellaneous Revenue		837,000	420,500	790,000	2,047,500
Other Financing Sources		5,110,245	99,161	16,810,000	22,019,406
Special Assessments		-	67,000	-	67,000
TOTAL SOURCES		41,142,880	4,723,569	42,182,430	88,048,879
Transfers in		6,357,867	754,423		7,112,290
Fund Balances / Reserves / Net Assets		1,792,356	4,033,222	3,096,769	8,922,347
TOTAL REVENUES, TRANSFERS, RESERVES & BALANCES		\$ 49,293,103	\$ 9,511,214	\$ 45,279,199	\$ 104,083,516
EXPENDITURES:					
General Government		\$ 6,363,000	\$ 9,250	\$ -	\$ 6,372,250
Community Development		2,277,522		-	2,277,522
Transportation		-	5,568,246	-	5,568,246
Public Safety		31,566,627	139,708	-	31,706,335
Public Services		2,846,676	-	-	2,846,676
Culture and Recreation		2,701,951	754,000	-	3,455,951
Stormwater		-	417,500	-	417,500
Community Redevelopment		-	2,285,439	-	2,285,439
Utility System		-	-	31,590,508	31,590,508
Sanitation		-	-	4,060,569	4,060,569
Airport		-	-	369,712	369,712
Debt Service		2,941,225	-	1,644,876	4,586,101
Special Assessment Districts		-	16,500	-	16,500
TOTAL EXPENDITURES		48,697,001	9,190,643	37,665,666	95,553,309
Transfers Out		596,102	295,421	5,842,946	6,734,469
Fund Balances / Reserves / Net Assets			25,150	1,770,587	1,795,737
TOTAL APPROPRIATED EXPENDITURES, TRANSFERS, RESERVES & BALANCES		\$ 49,293,103	\$ 9,511,214	\$ 45,279,199	\$ 104,083,516
THE TENTATIVE, ADOPTED, AND/OR FINAL BUDGETS ARE ON FILE IN THE OFFICE OF THE ABOVE REFERENCED TAXING AUTHORITY AS A PUBLIC RECORD.					

**CITY OF AOPKA
CITYWIDE REVENUE SUMMARY**

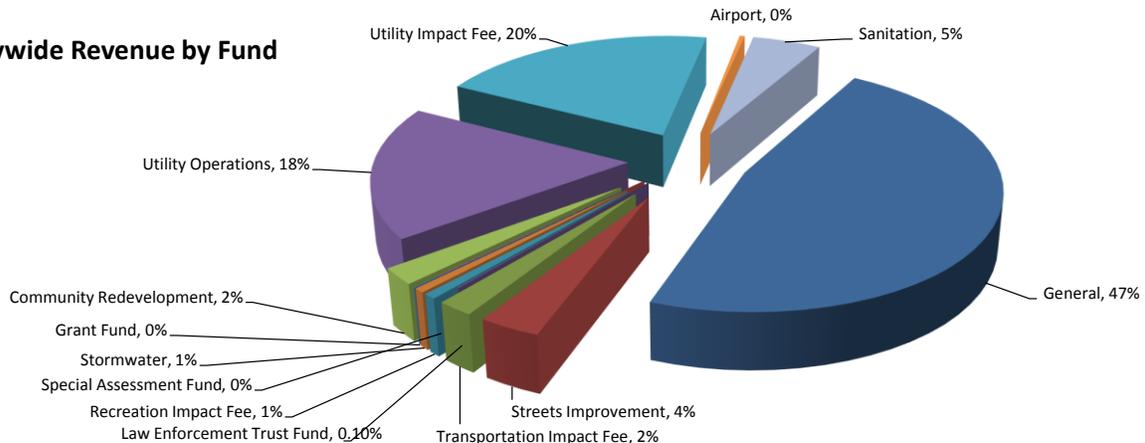
CITYWIDE SUMMARY BY REVENUE DESCRIPTION	FY 2015 ACTUAL	FY 2016 BUDGET	FY 2017 BUDGET	% Change From FY 2015
Property Taxes	\$6,994,987	\$7,717,000	\$9,685,025	25.5%
Other Taxes	7,308,719	6,712,000	6,790,500	1.2%
Permits and Fees	5,925,542	5,856,000	5,817,000	-0.7%
Intergovernmental Revenue	13,744,168	10,085,546	10,276,708	1.9%
Charges for Services	22,771,473	21,868,900	22,188,490	1.5%
Fines and Forfeitures	1,957,258	2,322,800	2,179,500	-6.2%
Impact Fees	5,851,576	6,136,500	6,792,000	10.7%
Investment Income	201,751	203,960	185,750	-8.9%
Miscellaneous Revenue	1,988,658	2,393,657	2,047,500	-14.5%
Other Sources	7,805,902	26,386,662	38,121,043	44.5%
Total Revenues	\$74,550,034	\$89,683,025	\$104,083,516	16.1%

CITYWIDE SUMMARY BY FUND	FY 2015 ACTUAL	FY 2016 BUDGET	FY 2017 BUDGET	% Change From FY 2015
General	\$38,622,800	\$43,132,913	\$49,293,103	14.3%
Streets Improvement	2,622,778	2,993,879	\$3,518,246	17.5%
Transportation Impact Fee	1,105,956	2,638,300	\$2,105,800	-20.2%
Law Enforcement Trust Fund	41,037	100,000	\$100,000	0.0%
Recreation Impact Fee	72,559	331,000	\$750,000	126.6%
Stormwater	416,317	587,500	\$631,621	7.5%
Grant Fund	33,729	284,500	\$52,958	0.0%
Special Assessment Fund	65,318	67,000	\$67,150	0.2%
Community Redevelopment	203,475	230,000	\$2,285,439	893.7%
Utility Operations	16,106,047	16,012,535	\$18,547,969	15.8%
Utility Impact Fee	10,524,682	17,395,003	\$21,137,000	21.5%
Airport	530,549	566,350	\$386,930	0.0%
Sanitation	4,204,787	5,344,045	\$5,207,300	-2.6%
Total Revenues	\$74,550,034	\$89,683,025	\$104,083,516	16.1%

Citywide Revenue Summary



Citywide Revenue by Fund

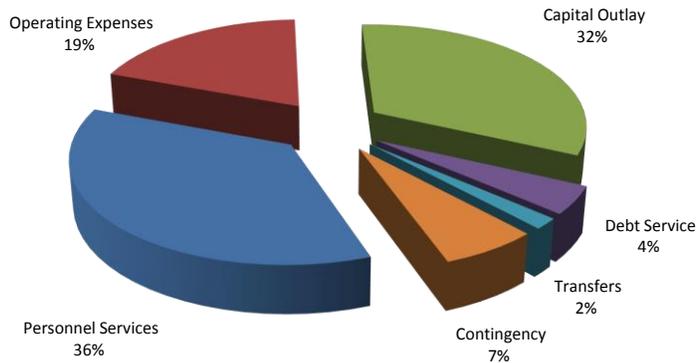


**CITY OF APOPKA
CITYWIDE EXPENDITURE SUMMARY**

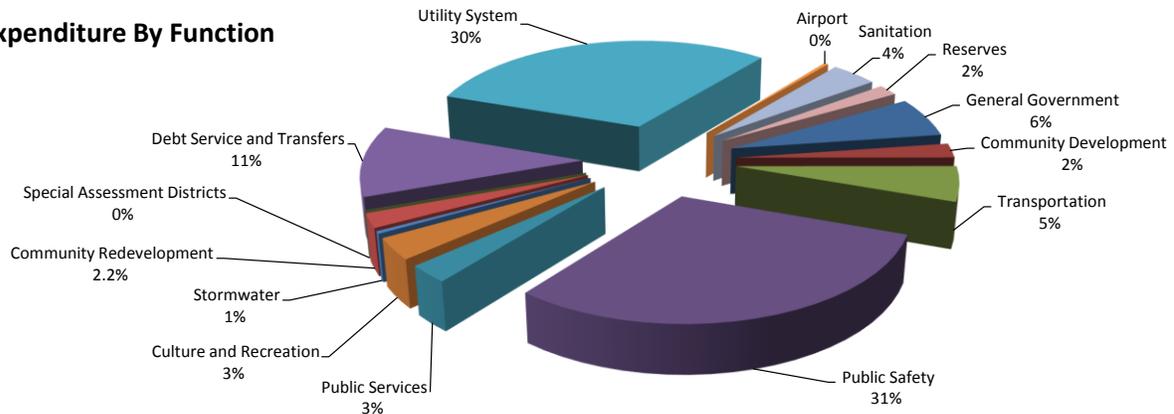
CITYWIDE SUMMARY BY EXPENDITURE TYPE	FY 2015 ACTUAL	FY 2016 BUDGET	FY 2017 BUDGET	% Change From FY 2015
Personnel Services	\$34,551,460	\$34,790,705	\$37,666,556	8.27%
Operating Expenses	26,694,793	18,607,136	19,499,967	4.80%
Capital Outlay	2,339,510	22,431,730	33,795,685	50.66%
Debt Service	2,626,280	3,854,890	4,586,101	18.97%
Transfers	5,612,362	6,831,456	1,800,737	-73.64%
Contingency	0	3,167,108	6,734,469	0.00%
Total Budget	\$71,824,405	\$89,683,025	\$104,083,516	16.06%

CITYWIDE SUMMARY BY FUNCTION	FY 2015 ACTUAL	FY 2016 BUDGET	FY 2017 BUDGET	% Change From FY 2015
General Government	\$9,037,507	\$5,811,934	\$6,372,250	9.64%
Community Development	1,665,916	1,712,289	2,277,522	33.01%
Transportation	3,211,636	5,573,879	5,568,246	-0.10%
Public Safety	23,769,835	27,088,360	31,706,335	17.05%
Public Services	2,337,690	3,300,739	2,846,676	-13.76%
Culture and Recreation	3,521,354	3,053,048	3,455,951	13.20%
Stormwater	140,180	417,500	417,500	0.00%
Community Redevelopment	245,758	230,000	2,285,439	893.67%
Special Assessment Districts	0	16,500	16,500	0.00%
Debt Service and Transfers	8,787,762	10,661,347	11,320,570	6.18%
Utility System	14,114,865	23,848,576	31,590,509	32.46%
Airport	1,081,341	566,350	369,712	0.00%
Sanitation	3,910,561	4,314,395	4,060,569	-5.88%
Reserves		3,088,108	1,795,737	0.00%
Total Budget	\$71,824,405	\$89,683,025	\$104,083,516	16.06%

Citywide Expenditure By Type

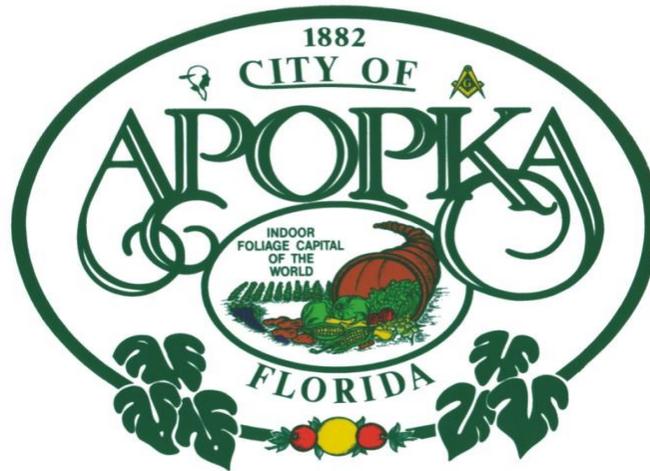


Citywide Expenditure By Function





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GENERAL FUND

**CITY OF AOPKA
GENERAL FUND BUDGET SUMMARY**

	<u>2015</u> <u>ACTUAL</u>	<u>2016</u> <u>BUDGET</u>	<u>2016</u> <u>ESTIMATE</u>	<u>2017</u> <u>ADOPTED</u>
FUND BALANCE, OCTOBER 1	\$ 10,838,574	\$ 11,874,001	\$ 11,874,001	\$ 14,015,627
<i>UNRESTRICTED FUND BALANCE, OCTOBER 1</i>	<i>9,595,299</i>	<i>10,630,726</i>	<i>10,630,726</i>	<i>10,630,726</i>
ADD REVENUES:				
TAXES:				
AD VALOREM TAXES 3.7876 mills	\$ 6,772,562	\$ 7,606,000	\$ 7,606,000	\$ 9,570,025
DELINQUENT PROPERTY TAXES	27,748	21,000	25,000	25,000
UTILITY TAX - ELECTRIC	2,638,693	2,650,000	2,660,000	2,700,000
UTILITY TAX - WATER	583,659	570,000	600,000	600,000
UTILITY TAX - GAS	60,186	50,000	58,000	58,000
UTILITY TAX - PROPANE	41,576	40,000	44,000	52,000
LOCAL COMMUNICATIONS TAX	1,652,964	1,700,000	1,607,000	1,550,000
LOCAL BUSINESS TAX	195,781	190,000	192,500	192,500
FIREFIGHTER PENSION (non-budgeted)	267,261	-	-	-
POLICE OFFICERS PENSION (non-budgeted)	333,506	-	-	-
TOTAL TAXES:	12,573,936	12,827,000	12,792,500	14,747,525
LICENSES AND PERMITS:				
BUILDING PERMITS	1,098,681	995,000	1,177,000	1,200,000
ELECTRIC PERMIT FEES	70,842	78,000	220,000	220,000
PLUMBING PERMIT FEES	24,927	28,000	64,000	64,000
MECHANICAL PERMIT FEES	46,063	48,000	123,000	123,000
PLAN (BUILDING) ANALYSIS FEES	617,642	510,000	710,000	735,000
RE-INSPECTION FEES	32,710	29,000	37,000	37,000
TEMPORARY SIGN PERMITS	668	800	500	500
MISCELLANEOUS PERMITS	33,918	40,000	30,500	30,500
FRANCHISE FEES - ELECTRIC	3,301,748	3,450,000	3,265,000	3,300,000
FRANCHISE FEES - WATER	350,544	342,000	-	-
FRANCHISE FEES - GAS	77,622	77,000	71,000	75,000
FRANCHISE FEES - SEWER	241,414	235,000	-	-
OTHER PERMITS AND LICENSES	4,788	3,000	5,600	8,000
STREET OPENING PERMITS	-	-	-	-
ARBOR PERMIT	4,145	1,200	3,000	5,000
BUSINESS TAX APPLICATION FEES	3,430	4,000	3,000	3,000
ADMINISTRATIVE PROCESSING FEE - BLDG	16,400	15,000	16,000	16,000
TOTAL LICENSES AND PERMITS:	5,925,542	5,856,000	5,725,600	5,817,000
INTERGOVERNMENTAL REVENUES:				
GRANT REVENUES (moved to separate fund)	-	-	0	-
STATE REVENUE SHARING	2,033,469	2,100,000	2,292,550	2,292,550
STATE MOBILE HOME LICENSES	27,617	40,000	25,000	25,000
STATE ALCOHOL BEVERAGE LICENSES	31,807	15,500	17,000	17,000
LOCAL GOVT HALF CENT SALES TAX	6,663,887	7,150,000	7,396,204	7,396,200
FIREFIGHTER'S SUPPLEMENTAL COMP. FUND	-	13,000	-	-
STATE REBATE ON VEHICLE FUEL	38,120	40,000	47,000	47,000
POLICE SCHOOL LIAISON PROGRAM	110,000	121,000	121,000	121,000
POLICE TASK FORCE PROGRAM	55,990	25,000	54,000	54,000
BUSINESS LICENSES - COUNTY	56,673	57,000	59,000	59,000
TOTAL INTERGOVERNMENTAL REVENUES:	9,017,563	9,561,500	10,011,754	10,011,750

**CITY OF AOPKA
GENERAL FUND BUDGET SUMMARY**

	<u>2015</u> ACTUAL	<u>2016</u> BUDGET	<u>2016</u> ESTIMATE	<u>2017</u> ADOPTED
CHARGES FOR SERVICES:				
ZONING FEES	20,480	21,000	28,000	28,000
RECORDS STORAGE FEES	28,240	27,000	28,000	28,000
SALE OF MAPS AND PUBLICATIONS	112	400	150	150
CERT. COPY RECORDS SEARCHES	19,888	15,500	14,000	14,000
LIEN SEARCH FEES	55,133	51,000	59,000	59,000
PROPERTY REGISTRATION FEES	150,900	100,250	140,500	120,000
COMMISSIONS - SCHOOL IMPACT FEES & BLDG PERMITS	74,820	75,000	36,000	36,000
OTHER CHARGES AND FEES	9,308	10,000	12,000	12,000
MAINTENANCE - CITY PROPERTY	47,187	21,500	60,000	60,000
OTHER CHARGES AND FEES - TOWING	47,750	-	-	-
OTHER CHARGES AND FEES - TECHNOLOGY	1,710	-	-	-
OTHER CHARGES AND FEES - RED LIGHT	10,952	-	-	-
DISPATCH SERVICE FEES	996,706	415,000	427,000	427,000
AMBULANCE SERVICE FEES	686,285	710,000	700,000	710,000
OTHER PUBLIC SAFETY CHARGES	910	10,500	360	360
OTHER PUBLIC SAFETY CHARGES - POLICE	744	-	-	-
FIRE DEPT - BIRTHDAY FEES	1,150	1,000	1,850	1,850
FIRE DEPT - CPR FEES	290	-	-	36,000
PARKING CITATION SURCHARGES	120	-	-	-
911 FEES - ORANGE COUNTY DISTRIBUTION	29,803	60,000	44,000	44,000
CEMETERY FEES	8,655	8,800	8,000	8,000
ENGINEERING FEES	49,348	48,000	52,000	55,000
AIRPORT FUEL SALES (moved to separate fund)	-	-	-	-
RECREATION PROGRAM ACTIVITY FEES	425,958	480,000	425,000	430,000
OTHER REC FEES	4,095	8,500	9,000	13,000
OLD FLORIDA OUTDOOR FESTIVAL & OTHER EVENTS	266,402	700,000	330,000	330,000
TOTAL CHARGES FOR SERVICES:	2,936,946	2,763,450	2,374,860	2,412,360
FINES AND FORFEITS:				
COURT FINES, CONFISCATED PROP & RESTITUTION	423,581	505,000	475,000	475,000
POLICE EDUCATION	14,598	14,000	-	-
PARKING FINES	4,710	4,800	5,500	5,500
BUILDING VIOLATION FINES	2,720	1,500	4,000	4,000
CITY CODE VIOLATION FINES	22,486	85,000	5,000	5,000
TRAFFIC LIGHT FINES	1,449,071	1,700,000	1,660,000	1,660,000
TOTAL FINES AND FORFEITS:	1,917,166	2,310,300	2,149,500	2,149,500
MISCELLANEOUS REVENUES:				
INTEREST INCOME - GENERAL GOV. INVESTMENTS	42,465	40,000	40,000	40,000
INTEREST INCOME - COUNTY TAX COLLECTOR	16,544	16,000	17,500	17,500
RENTAL OF CITY PROPERTY	285,034	285,000	320,000	320,000
CAPITAL FACILITY FEES - IMPACT FEES	97,805	115,000	105,000	105,000
SALE OF CEMETERY LOTS	3,392	500	500	500
SALE OF SURPLUS EQUIPMENT	84	300	500	500
SCRAP SALES	58,065	3,000	3,000	3,000
DISPOSITION OF CAPITAL ASSETS	12,607	12,000	15,000	15,000
INSURANCE PROCEEDS	32,692	300,000	35,000	35,000
CONTRIBUTIONS AND DONATIONS	54,000	-	-	-
SETTLEMENTS	76,348	10,000	10,000	10,000
REIMBURSEMENTS FOR PRIOR YEARS	128,255	250,000	305,000	305,000
MISCELLANEOUS REVENUE	45,600	50,000	43,000	43,000
TOTAL MISCELLANEOUS REVENUES:	852,891	1,081,800	894,500	894,500

**CITY OF AOPKA
GENERAL FUND BUDGET SUMMARY**

	<u>2015</u> ACTUAL	<u>2016</u> BUDGET	<u>2016</u> ESTIMATE	<u>2017</u> ADOPTED
TRANSFERS - IN:				
FUNDING FROM RESERVES	-	198,000	-	1,792,356
OTHER FINANCING SOURCES	-	2,217,900	5,110,245	5,110,245
TRANSFER FROM TREE BANK RESERVES	960,000	217,500	217,500	217,500
TRANSFER FROM TRANSPORTATION IMPACT FEES	54,206	58,300	55,800	55,800
TRANSFER FROM RECREATION IMPACT FEES	-	2,000	2,000	2,000
TRANSFER FROM STORMWATER FUND	24,000	29,000	214,121	214,121
TRANSFER FROM UTILITY OPERATING FUND	3,759,110	5,084,023	5,303,150	5,303,150
TRANSFER FROM SANITATION FUND	601,440	900,640	539,796	539,796
TRANSFER FROM SPECIAL ASSESSMENT FUND	-	25,500	25,500	25,500
TOTAL TRANSFERS - IN:	5,398,756	8,732,863	11,468,112	13,260,468
TOTAL REVENUES AVAILABLE	49,461,374	55,006,914	57,290,827	63,308,730
DEDUCT EXPENDITURES:				
ADMINISTRATION:				
MAYOR'S OFFICE	508,512	509,058	500,392	533,245
LEGAL SERVICES	94,943	150,100	133,000	244,100
ADMINISTRATIVE SERVICES	727,907	627,420	732,347	521,809
COMMUNITY OUTREACH	-	1,060,187	912,800	1,008,327
CITY CLERK	200,068	230,879	235,929	235,033
HUMAN RESOURCES	337,232	814,792	1,411,282	1,264,461
INFORMATION TECHNOLOGY	1,604,223	1,606,173	1,685,466	1,569,129
TOTAL ADMINISTRATION	3,472,885	4,998,609	5,611,216	5,376,104
FINANCIAL SERVICES:				
FINANCE	508,677	530,350	533,370	701,996
TOTAL FINANCE	508,677	530,350	533,370	701,996
POLICE:				
CHIEF'S OFFICE	1,803,635	1,743,862	1,706,017	1,992,601
FIELD SERVICES	6,445,196	7,192,811	7,191,411	6,888,283
SUPPORT SERVICES	3,826,174	3,925,944	3,925,894	4,788,801
CROSSING GUARDS	74,072	96,161	95,911	126,011
DISPATCH	2,274,040	1,971,362	1,970,562	2,364,509
PARK RANGERS	-	-	-	90,350
TOTAL POLICE	14,423,117	14,930,140	14,889,795	16,250,555
FIRE				
CHIEF'S OFFICE	1,199,653	1,180,866	1,180,916	1,158,579
FIRE SUPPRESSION	2,609,548	2,545,266	2,545,766	3,448,873
EMERGENCY MEDICAL SERVICES	5,069,300	5,340,313	5,339,933	5,022,825
TOTAL FIRE	8,878,501	9,066,445	9,066,615	9,630,277
COMMUNITY DEVELOPMENT:				
PLANNING/ECONOMIC DEVELOPMENT	1,014,076	1,033,837	1,033,083	1,578,075
BUILDING INSPECTIONS	503,213	603,452	591,092	676,447
TOTAL COMMUNITY DEVELOPMENT	1,517,289	1,637,289	1,624,175	2,254,522

**CITY OF AOPKA
GENERAL FUND BUDGET SUMMARY**

	<u>2015</u> ACTUAL	<u>2016</u> BUDGET	<u>2016</u> ESTIMATE	<u>2017</u> ADOPTED
RECREATION:				
ATHLETIC COMPLEXES	858,303	959,467	935,582	900,776
RECREATION ATHLETICS	933,915	1,032,583	1,039,035	1,061,455
RECREATION PROGRAMS	717,026	458,998	457,575	564,720
TOTAL RECREATION	2,509,244	2,451,048	2,432,192	2,526,951
PUBLIC SERVICES:				
FACILITIES MAINTENANCE	463,862	578,198	556,571	581,753
FLEET MAINTENANCE	958,397	1,031,111	1,026,971	1,108,906
CEMETERY	114,294	127,629	120,139	149,759
GROUNDS MAINTENANCE	733,706	973,601	779,192	925,508
TOTAL PUBLIC SERVICES	2,270,259	2,710,539	2,482,873	2,765,926
CAPITAL OUTLAY:				
MAYOR'S OFFICE	41,561	-	-	-
ADMINISTRATIVE SERVICES	-	-	-	45,700
COMMUNITY OUTREACH	-	-	-	-
CITY CLERK	-	-	-	-
HUMAN RESOURCES	-	-	-	-
INFORMATION TECHNOLOGY	293,468	282,975	335,000	239,200
FINANCE	8,100	-	-	-
POLICE CHIEF'S OFFICE	36,125	40,000	40,000	-
POLICE FIELD SERVICES	284,000	484,900	495,000	778,000
POLICE SUPPORT SERVICES	21,872	120,000	120,000	233,000
CROSSING GUARDS	-	-	-	-
DISPATCH	79,030	551,000	551,000	2,800,000
PARK RANGERS	-	-	-	12,000
FIRE CHIEF'S OFFICE	-	-	-	-
FIRE SUPPRESSION	369,344	906,500	681,500	1,668,300
EMERGENCY MEDICAL SERVICES	61,794	604,875	604,875	194,495
PLANNING/ECONOMIC DEVELOPMENT	-	25,000	25,000	-
BUILDING INSPECTIONS	31,115	50,000	50,000	23,000
ATHLETIC COMPLEXES	12,760	102,500	109,441	162,000
RECREATION ATHLETICS	8,461	50,500	50,500	13,000
RECREATION PROGRAMS	-	120,000	120,000	-
FACILITIES MAINTENANCE	26,241	389,600	387,000	70,000
FLEET MAINTENANCE	153,888	-	-	10,750
CEMETERY	-	15,000	-	-
GROUNDS MAINTENANCE	7,340	185,600	185,600	-
TOTAL CAPITAL OUTLAY	1,435,099	3,928,450	3,754,916	6,249,445
DEBT SERVICE:	1,961,236	2,314,049	2,314,054	2,941,225
TRANSFERS-OUT:	611,066	565,994	565,994	596,102
TOTAL EXPENDITURES	37,587,373	43,132,913	43,275,200	49,293,103
FUND BALANCE, SEPTEMBER 30	\$ 11,874,001	\$ 11,874,001	\$ 14,015,627	\$ 14,015,627
UNRESTRICTED FUND BALANCE, SEPTEMBER 30	10,630,726	10,630,726	12,772,352	10,630,726
UNRESTRICTED FUND BALANCE TO EXPENDITURE PERCENTAGE	28.3%	24.6%	29.5%	21.6%

**CITY OF APOPKA
GENERAL FUND BUDGET SUMMARY
REVENUES**

BUDGET FISCAL YEAR 2016-17

	ACTUAL TOTALS FY 2014-15	ADOPTED BUDGET FY 2015-16	ADOPTED BUDGET FY 2016-17	PERCENT CHANGE
TAXES				
CURRENT PROPERTY TAXES	\$ 6,772,562	\$ 7,606,000	\$ 9,570,025	25.82%
DELINQUENT PROPERTY TAXES	27,748	21,000	25,000	19.05%
UTILITY TAX - ELECTRIC	2,638,693	2,650,000	2,700,000	1.89%
UTILITY TAX - WATER	583,659	570,000	600,000	5.26%
UTILITY TAX - GAS	60,186	50,000	58,000	16.00%
UTILITY TAX - PROPANE	41,576	40,000	52,000	30.00%
LOCAL COMMUNICATIONS TAX	1,652,964	1,700,000	1,550,000	-8.82%
LOCAL BUSINESS TAX	195,781	190,000	192,500	1.32%
FIREFIGHTER PENSION (non-budgeted)	267,261	-	-	-
POLICE OFFICERS PENSION (non-budgeted)	333,506	-	-	-
TOTAL TAXES	12,573,936	12,827,000	14,747,525	14.97%
LICENSES AND PERMITS				
BUILDING PERMITS	1,098,681	995,000	1,200,000	20.60%
ELECTRIC PERMIT FEES	70,842	78,000	220,000	182.05%
PLUMBING PERMIT FEES	24,927	28,000	64,000	128.57%
MECHANICAL PERMIT FEES	46,063	48,000	123,000	156.25%
PLAN (BUILDING) ANALYSIS FEES	617,642	510,000	735,000	44.12%
RE-INSPECTION FEES	32,710	29,000	37,000	27.59%
TEMPORARY SIGN PERMITS	668	800	500	-37.50%
MISCELLANEOUS PERMITS	33,918	40,000	30,500	-23.75%
FRANCHISE FEES - ELECTRIC	3,301,748	3,450,000	3,300,000	-4.35%
FRANCHISE FEES - WATER	350,544	342,000	-	-100.00%
FRANCHISE FEES - GAS	77,622	77,000	75,000	-2.60%
FRANCHISE FEES - SEWER	241,414	235,000	-	-100.00%
OTHER PERMITS AND LICENSES	4,788	3,000	8,000	166.67%
STREET OPENING PERMITS	-	-	-	-
ARBOR PERMIT	4,145	1,200	5,000	316.67%
BUSINESS TAX APPLICATION FEES	3,430	4,000	3,000	-25.00%
ADMINISTRATIVE PROCESSING FEE - BLDG	16,400	15,000	16,000	6.67%
TOTAL LICENSES AND PERMITS	5,925,542	5,856,000	5,817,000	-0.67%
INTERGOVERNMENTAL				
GRANT REVENUES (moved to separate fund)	-	-	-	-
STATE REVENUE SHARING	2,033,469	2,100,000	2,292,550	9.17%
STATE MOBILE HOME LICENSES	27,617	40,000	25,000	-37.50%
STATE ALCOHOL BEVERAGE LICENSES	31,807	15,500	17,000	9.68%
LOCAL GOVT HALF CENT SALES TAX	6,663,887	7,150,000	7,396,200	3.44%
FIREFIGHTER'S SUPPLEMENTAL COMP. FUND	-	13,000	-	-100.00%
STATE REBATE ON VEHICLE FUEL	38,120	40,000	47,000	17.50%
POLICE SCHOOL LIAISON PROGRAM	110,000	121,000	121,000	0.00%
POLICE TASK FORCE PROGRAM	55,990	25,000	54,000	116.00%
BUSINESS LICENSES - COUNTY	56,673	57,000	59,000	3.51%
TOTAL INTERGOVERNMENTAL	9,017,563	9,561,500	10,011,750	4.71%
CHARGES FOR SERVICES				
ZONING FEES	20,480	21,000	28,000	33.33%
RECORDS STORAGE FEES	28,240	27,000	28,000	3.70%
SALE OF MAPS AND PUBLICATIONS	112	400	150	-62.50%
CERT. COPY RECORDS SEARCHES	19,888	15,500	14,000	-9.68%
LIEN SEARCH FEES	55,133	51,000	59,000	15.69%
PROPERTY REGISTRATION FEES	150,900	100,250	120,000	19.70%
COMMISSIONS - SCHOOL IMPACT FEES & BLDG PERMITS	74,820	75,000	36,000	-52.00%
OTHER CHARGES AND FEES	9,308	10,000	12,000	20.00%
MAINTENANCE - CITY PROPERTY	47,187	21,500	60,000	179.07%
OTHER CHARGES AND FEES - TOWING	47,750	-	-	-
OTHER CHARGES AND FEES - TECHNOLOGY	1,710	-	-	-
OTHER CHARGES AND FEES - RED LIGHT	10,952	-	-	-
DISPATCH SERVICE FEES	996,706	415,000	427,000	2.89%
AMBULANCE SERVICE FEES	686,285	710,000	710,000	0.00%

**CITY OF APOPKA
GENERAL FUND BUDGET SUMMARY
REVENUES**

BUDGET FISCAL YEAR 2016-17

	ACTUAL TOTALS FY 2014-15	ADOPTED BUDGET FY 2015-16	ADOPTED BUDGET FY 2016-17	PERCENT CHANGE
OTHER PUBLIC SAFETY CHARGES	910	10,500	360	-96.57%
OTHER PUBLIC SAFETY CHARGES - POLICE	744	-	-	-
FIRE DEPT - BIRTHDAY FEES	1,150	1,000	1,850	85.00%
FIRE DEPT - CPR FEES	290	-	-	-
FIRE DEPT - PUBLIC RELATIONS	-	-	36,000	-
PARKING CITATION SURCHARGES	120	-	-	-
911 FEES - ORANGE COUNTY DISTRIBUTION	29,803	60,000	44,000	-26.67%
CEMETERY FEES	8,655	8,800	8,000	-9.09%
ENGINEERING FEES	49,348	48,000	55,000	14.58%
AIRPORT FUEL SALES (moved to separate fund)	-	-	-	-
RECREATION PROGRAM ACTIVITY FEES	425,958	480,000	430,000	-10.42%
OTHER REC FEES	4,095	8,500	13,000	52.94%
OLD FLORIDA OUTDOOR FESTIVAL & OTHER EVENTS	266,402	700,000	330,000	-52.86%
TOTAL CHARGES FOR SERVICES	2,936,946	2,763,450	2,412,360	-12.70%
FINES AND FORFEITURES				
COURT FINES, CONFISCATED PROP & RESTITUTION	423,581	505,000	475,000	-5.94%
POLICE EDUCATION (moved to separate fund)	14,598	14,000	-	-100.00%
PARKING FINES	4,710	4,800	5,500	14.58%
BUILDING VIOLATION FINES	2,720	1,500	4,000	166.67%
CITY CODE VIOLATION FINES	22,486	85,000	5,000	-94.12%
TRAFFIC LIGHT FINES	1,449,071	1,700,000	1,660,000	-2.35%
TOTAL FINES AND FORFEITURES	1,917,166	2,310,300	2,149,500	-6.96%
MISCELLANEOUS REVENUE				
INTEREST INCOME - GENERAL GOV. INVESTMENTS	42,465	40,000	40,000	0.00%
INTEREST INCOME - COUNTY TAX COLLECTOR	16,544	16,000	17,500	9.38%
RENTAL OF CITY PROPERTY	285,034	285,000	320,000	12.28%
SALE OF CEMETERY LOTS	97,805	115,000	105,000	-8.70%
SALE OF SURPLUS EQUIPMENT	3,392	500	500	0.00%
SCRAP SALES	84	300	500	66.67%
DISPOSITION OF CAPITAL ASSETS	58,065	3,000	3,000	0.00%
INSURANCE PROCEEDS	12,607	12,000	15,000	25.00%
CONTRIBUTIONS AND DONATIONS	32,692	300,000	35,000	-88.33%
SETTLEMENTS	54,000	-	-	-
REIMBURSEMENTS FOR PRIOR YEARS	76,348	10,000	10,000	0.00%
MISCELLANEOUS REVENUE	128,255	250,000	305,000	22.00%
CAPITAL FACILITY FEES - IMPACT FEES	45,600	50,000	43,000	-14.00%
TOTAL MISCELLANEOUS REVENUE	852,891	1,081,800	894,500	-17.31%
NON-OPERATING REVENUE				
FUNDING FROM RESERVES		198,000	1,792,356	805.23%
OTHER FINANCING SOURCES	960,000	2,217,900	5,110,245	130.41%
TRANSFER FROM TREE BANK RESERVES		217,500	217,500	0.00%
TRANSFER FROM TRANSPORTATION IMPACT FEES	54,206	58,300	55,800	-4.29%
TRANSFER FROM RECREATION IMPACT FEES		2,000	2,000	0.00%
TRANSFER FROM STORMWATER FUND	24,000	29,000	214,121	638.35%
TRANSFER FROM UTILITY OPERATING FUND	3,759,110	5,084,023	5,303,150	4.31%
TRANSFER FROM SANITATION FUND	601,440	900,640	539,796	-40.07%
TRANSFER FROM SPECIAL ASSESSMENT FUND		25,500	25,500	0.00%
TOTAL NON-OPERATING REVENUE	5,398,756	8,732,863	13,260,468	51.85%
TOTAL REVENUE	\$ 38,622,800	\$ 43,132,913	49,293,103	14.28%

CITY OF APOPKA
GENERAL FUND BUDGET SUMMARY
EXPENDITURES
BUDGET FISCAL YEAR 2016-2017

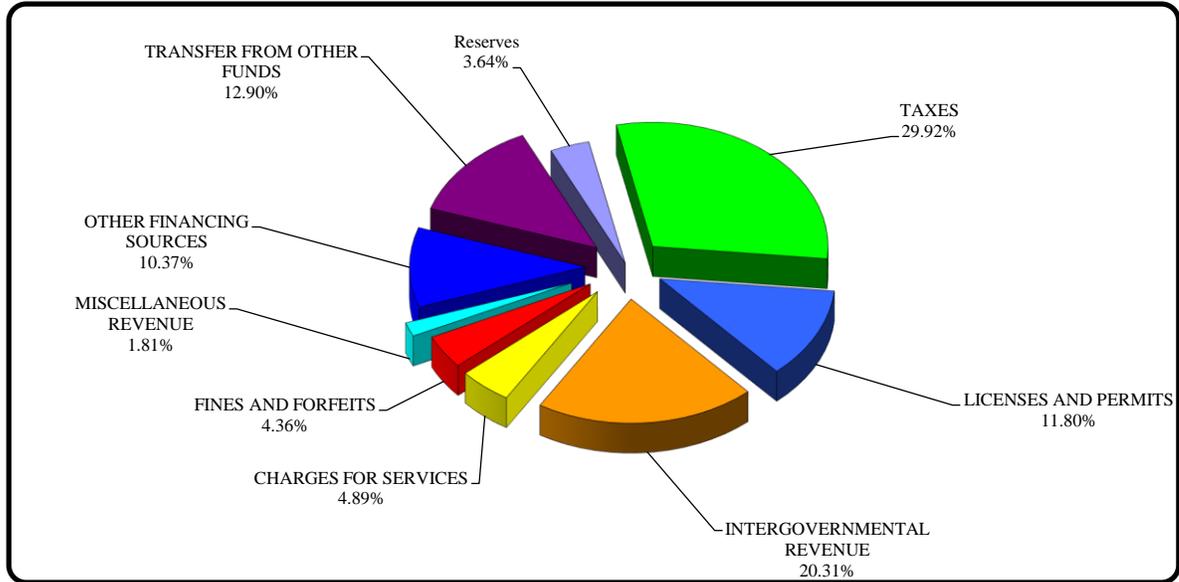
		ACTUAL TOTALS FY 2014-15	ADOPTED BUDGET FY 2015-16	ADOPTED BUDGET FY 2016-17	DOLLAR CHANGE	PERCENT CHANGE
GENERAL GOVERNMENT						
1010	MAYOR'S OFFICE	\$ 550,073	\$ 509,058	\$ 533,245	\$ 24,187	4.75%
1015	LEGAL SERVICES	94,943	150,100	244,100	94,000	62.62%
1020	ADMINISTRATION	727,907	627,420	567,509	(59,911)	-9.55%
1025	COMMUNITY OUTREACH	-	1,060,187	1,008,327	(51,860)	-4.89%
1030	CITY CLERK	200,068	230,879	235,033	4,154	1.80%
1120	FINANCE	516,777	530,350	701,996	171,646	32.36%
1170	HUMAN RESOURCES	337,232	814,792	1,264,461	449,669	55.19%
5110	INFORMATION TECHNOLOGY	1,897,691	1,889,148	1,808,329	(80,819)	-4.28%
TOTAL GENERAL GOVERNMENT		4,324,691	5,811,934	6,363,000	551,066	9.48%
PUBLIC SAFETY						
2110	FIRE CHIEF	1,199,653	1,180,866	1,158,579	(22,287)	-1.89%
2120	FIRE SUPPRESSION	2,978,892	3,451,766	5,117,173	1,665,407	48.25%
2130	FIRE EMS	5,131,094	5,970,642	5,217,320	(753,322)	-12.62%
FIRE AND EMS		9,309,639	10,603,274	11,493,072	889,798	8.39%
2210	POLICE CHIEF	1,839,760	1,783,862	1,992,601	208,739	11.70%
2220	POLICE FIELD SERVICES	6,729,196	7,677,711	7,666,283	(11,428)	-0.15%
2230	POLICE SUPPORT SERVICES	3,848,046	4,045,944	5,021,801	975,857	24.12%
2235	POLICE CROSSING GUARDS	74,072	96,161	126,011	29,850	31.04%
2237	PARK RANGERS	-	-	102,350	102,350	-
2250	DISPATCH	2,353,070	2,522,362	5,164,509	2,642,147	104.75%
POLICE SERVICES		14,844,144	16,126,040	20,073,555	3,947,515	24.48%
TOTAL PUBLIC SAFETY		24,153,783	26,729,314	31,566,627	4,837,313	18.10%
COMMUNITY DEVELOPMENT						
4020	PLANNING	1,014,076	1,058,837	1,578,075	519,238	49.04%
4021	BUILDING INSPECTIONS	534,328	653,452	699,447	45,995	7.04%
TOTAL COMMUNITY DEVELOPMENT		1,548,404	1,712,289	2,277,522	565,233	33.01%
PUBLIC SERVICES						
1022	FACILITIES MAINTENANCE	490,103	967,798	651,753	(316,045)	-32.66%
3310	FLEET MAINTENANCE	1,112,285	1,031,111	1,119,656	88,545	8.59%
3512	CEMETERY	114,294	142,629	149,759	7,130	5.00%
3513	GROUNDS MAINTENANCE	741,046	1,159,201	925,508	(233,693)	-20.16%
TOTAL PUBLIC SERVICES		2,457,728	3,300,739	2,846,676	(454,064)	-13.76%
CULTURE AND RECREATION						
3514	RECREATION ATHLETIC COMPLEXES	871,063	1,061,967	1,062,776	809	0.08%
3612	RECREATION ATHLETICS	942,376	1,083,083	1,074,455	(8,628)	-0.80%
3613	RECREATION PROGRAMS & CIVIC EVEN	717,026	578,998	564,720	(14,278)	-2.47%
TOTAL CULTURE AND RECREATION		2,530,465	2,724,048	2,701,951	(22,097)	-0.81%
DEBT SERVICE		1,961,236	2,314,049	2,941,225	627,176	27.10%
TRANSFERS		611,066	540,540	596,102	55,562	10.28%
TOTAL DEBT SERVICE & TRANSFERS		2,572,302	2,854,589	3,537,327	682,738	23.92%
TOTAL ALL DEPARTMENTS		\$ 37,587,373	\$ 43,132,913	\$ 49,293,103	\$ 6,160,190	14.28%

**CITY OF APOPKA
GENERAL FUND BUDGET SUMMARY**

GENERAL FUND - REVENUE AND EXPENDITURES

FISCAL YEAR 2016-2017

Total Revenues:



TOTAL REVENUES \$ 49,293,103

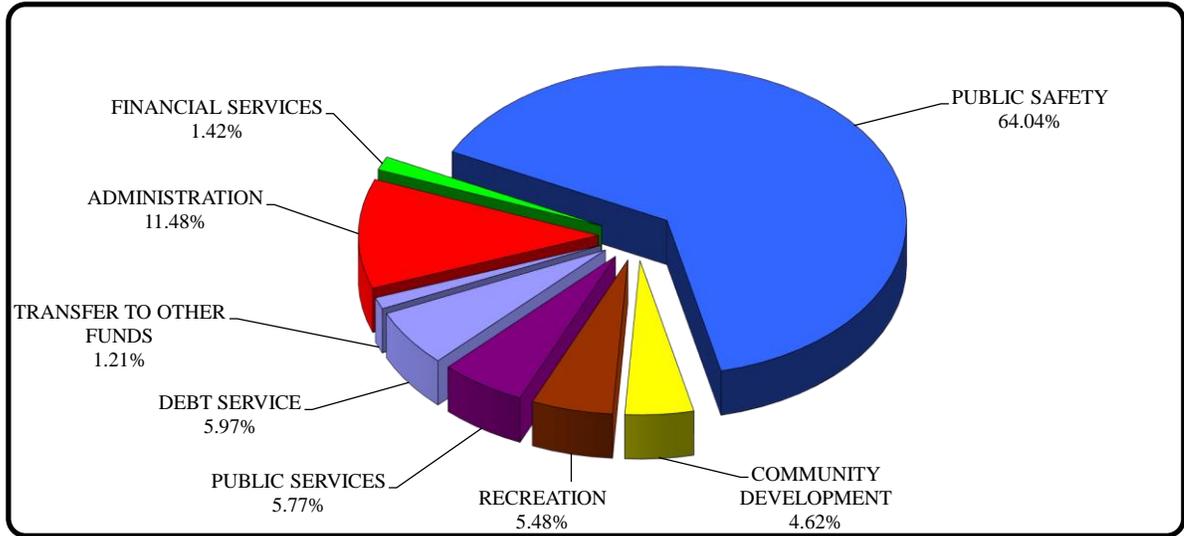
	<u>TOTALS</u>	<u>PERCENT REVENUES</u>
TAXES	14,747,525	29.92%
LICENSES AND PERMITS	5,817,000	11.80%
INTERGOVERNMENTAL REVENUE	10,011,750	20.31%
CHARGES FOR SERVICES	2,412,360	4.89%
FINES AND FORFEITS	2,149,500	4.36%
MISCELLANEOUS REVENUE	894,500	1.81%
OTHER FINANCING SOURCES	5,110,245	10.37%
TRANSFER FROM OTHER FUNDS	6,357,867	12.90%
TRANSFER FROM RESERVES	1,792,356	3.64%
TOTAL REVENUE	\$ 49,293,103	100%

GENERAL FUND - REVENUE AND EXPENDITURES

(continued)

FISCAL YEAR 2016-2017

Expenditures by Function:



TOTAL EXPENDITURES	\$ 49,293,103
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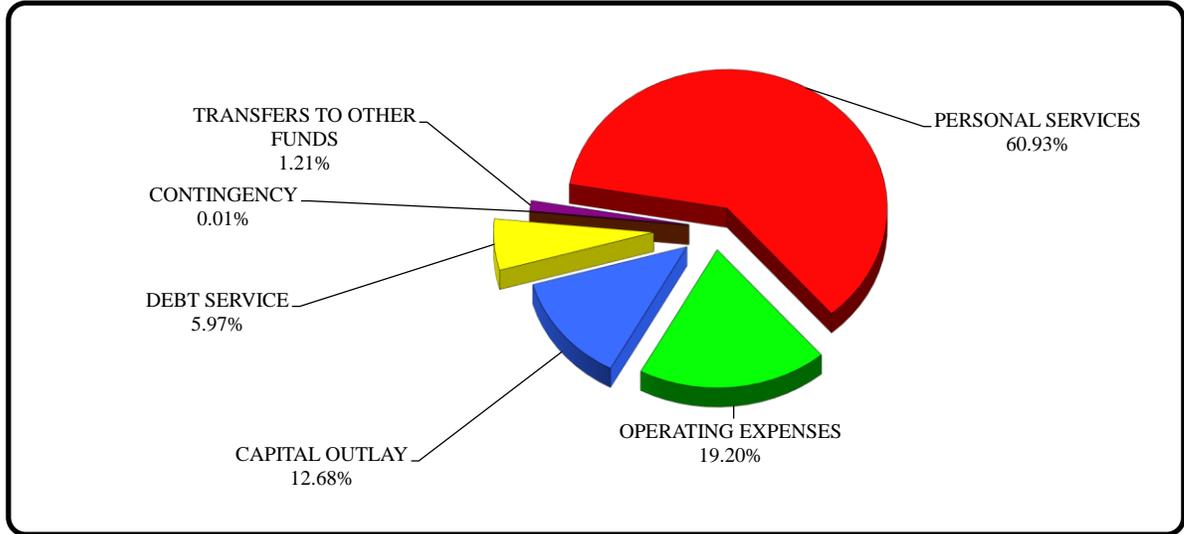
	TOTALS	PERCENT EXPENDITURES
ADMINISTRATION	\$ 5,661,005	11.48%
FINANCIAL SERVICES	701,996	1.42%
PUBLIC SAFETY	31,566,627	64.04%
COMMUNITY DEVELOPMENT	2,277,522	4.62%
RECREATION	2,701,951	5.48%
PUBLIC SERVICES	2,846,677	5.77%
DEBT SERVICE	2,941,225	5.97%
TRANSFER TO OTHER FUNDS	596,102	1.21%
TOTAL EXPENDITURES	\$ 49,293,103	100%

GENERAL FUND - REVENUE AND EXPENDITURES

(continued)

FISCAL YEAR 2016-2017

Expenditures by Type:



TOTAL EXPENDITURES	\$ 49,293,103
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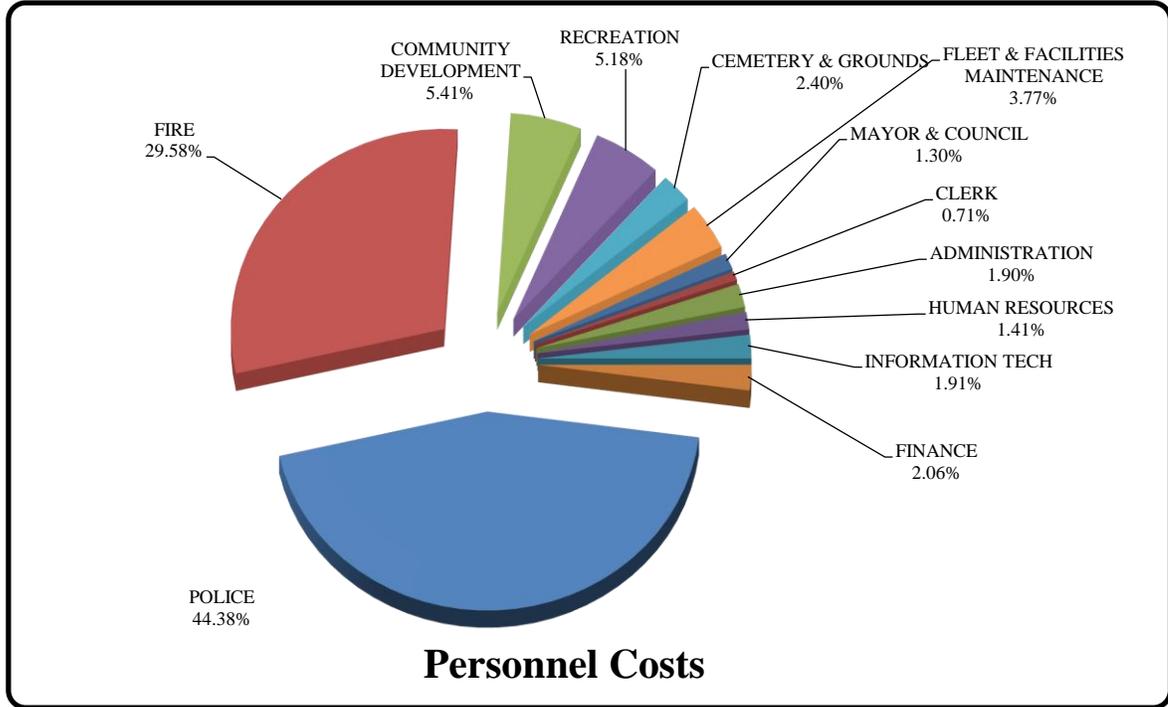
	TOTALS	PERCENT EXPENDITURES
PERSONAL SERVICES	\$ 30,036,167	60.93%
OPERATING EXPENSES	9,465,164	19.20%
CAPITAL OUTLAY	6,249,445	12.68%
DEBT SERVICE	2,941,225	5.97%
CONTINGENCY	5,000	0.01%
TRANSFERS TO OTHER FUNDS	596,102	1.21%
TOTAL EXPENDITURES	\$ 49,293,103	100%

GENERAL FUND - REVENUE AND EXPENDITURES

(continued)

FISCAL YEAR 2016-2017

General Fund Personnel Expenditures by Dept:



TOTAL PERSONNEL COSTS	\$	30,036,167
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	TOTALS	PERCENT EXPENDITURES
MAYOR & COUNCIL	\$ 390,525	1.30%
CLERK	211,951	0.71%
ADMINISTRATION	569,301	1.90%
HUMAN RESOURCES	423,228	1.41%
INFORMATION TECH	573,329	1.91%
FINANCE	619,031	2.06%
POLICE	13,329,155	44.38%
FIRE	8,883,792	29.58%
COMMUNITY DEVELOPMENT	1,625,197	5.41%
RECREATION	1,557,103	5.18%
CEMETERY & GROUNDS	720,475	2.40%
FLEET & FACILITIES MAINTENANCE	1,133,080	3.77%
TOTAL PERSONNEL COSTS	\$ 30,036,167	100%

**CITY OF APOPKA
MAYOR'S OFFICE**

The Mayor is a Charter Officer of the City of Apopka and is elected for a term of four years. The Mayor serves as chief executive officer of the City, specifically responsible for preserving and enhancing the City's quality of life for those who live and work in Apopka by offering direction, leadership and specific initiatives to ensure effective and efficient development and administration of City services, policies and ordinances.

FISCAL YEAR	CLASSIFICATION	TOTAL COST
2015	ACTUAL	550,073
2016	BUDGET	509,058
2016	ESTIMATE	500,392
2017	ADOPTED	533,245

The Mayor is leading a focused effort to set Apopka up for success for generations to follow, with a specific concentration on:

- **Public safety.** Ensuring that the Apopka Fire Department maintains an ISO Class 1 rating; that the Apopka Police Department makes measureable progress toward accreditation and that the Communications Dispatch unit has the appropriate tools and personnel serve our community's public safety needs
- **Planning and Development Guidelines.** Engaging citizen involvement in visioning and planning for the expected future growth in Apopka, resulting in the April 2016 adoption of the Grow Apopka 2025 Vision plan; overhauling the City's development guidelines, including a new Land Development Code, which will provide for comprehensive, planned, strategic growth in the City.
- **Economic Development.** Focusing on key areas of interest that would attract businesses to Apopka.
- **Eco-tourism.** Developing a nature-based tourism plan in conjunction with public and private entities.
- **Technology Infrastructure.** Upgrading platform technologies in Information Technology and Finance, both of which lead to increased transparency, data review and efficiency.
- **Talent Development and Recruitment.** Continuing to recruit and develop the best talent in municipal government and public safety.
- **Grant Funding.** Renewing the search for federal and state grant funding for municipal projects to provide for amenities which will enhance the quality of life for Apopkans with little to no impact to taxpayers.
- **Youth Outreach.** Continuing to grow the successful Apopka Youth Works summer jobs program and pilot AYW 2.0.
- **Education.** Embracing education as a community-wide priority through the Apopka Begins and Ends with A initiative.

ACCOMPLISHMENTS:

- **Increased fiscal transparency.** The City continued its two-year-old process of holding comprehensive budget hearings to provide both elected officials and citizens the opportunity to review the City's fiscal operations on an in-depth basis. This process began with the Mayor's tenure in July 2014 and has continued annually under his guidance. The hearings create a forum for commissioners to review and have input into the City's budget priorities, and for citizens to review and comment on the complete budget document months before the formal budget hearings in September.

- **Completed a Community-Wide Visioning Process.** The City completed its visioning process and presented the final document Grow Apopka: 2025 Vision to City Council for approval in May 2016. The document makes recommendations regarding prospective elements for the City's future as well as providing a basis for revamping the City's Land Development Code, which is set to occur during Fiscal Year 2016-17. At the Mayor's direction, staff included in the FY 2016-17 budget funding for a splash pad and skate park, and has directed staff to seek a recreation master plan of Edwards Field to determine placement of recreation facilities, including community pool, splash pad and skate park.
- **Apopka City Center.** City staff finalized negotiations and brought before City Council a developer's agreement for Apopka City Center, which received unanimous approval, bringing to fruition a project that has been more than ten years in the making. The developer is expected to break ground on the project by no later than February 2017.
- **IT upgrade.** The City successfully completed the conversion from a Novell-based IT system to a Microsoft-based IT system.
- **Financial Systems upgrade.** The City initiated the conversion from an unsupported DOS-based financial system to Edmunds, a multi-faceted financial services and budgeting system.
- **Website Upgrade.** The City issued a Request for Proposals, selected a successful bidder and initiated the conversion from its current freeware website platform to a highly functional, interactive website platform. The new website will allow the City to increase its efficiency in delivering information, news stories, and sharing news stories about Apopka from third-party sources, as well as provide for an enhanced interactive online experience for residents.
- **Wi-Fi enhancements.** Following the thorough review of the City's Wi-Fi program, implemented recommendations to discontinue outdated City-wide services and focus on providing free Wi-Fi access at City parks and within City buildings.
- **Ecotourism Plan.** The Mayor has been instrumental in the development of an ecotourism plan for the Lake Apopka North Shore area in conjunction with public and private partners. Negotiations continue with State agencies, public and private partners.
- **Staff recruitment.** Under the Mayor's administration, the City continued to identify the best-qualified internal and external candidates to lead City departments. During FY 2015-16, the City successfully recruited and hired a new Recreation Director and Community Development Director, and identified qualified internal candidates to serve as Fire Chief, Information Technology Director, Purchasing Manager and Utility Billing Manager.
- **Expanded Apopka Youth Works.** The City's summer jobs program for youth was expanded in Summer 2016 to provide 75 Apopka-area youth with soft skills and financial literacy training, as well as work experience with local businesses. The 10-week program, created in partnership with CareerSource Central Florida, Valencia College, and the U.S. Conference of Mayors, combines City monies with available federal grant monies to create a cost-effective program. Employers and students were enthusiastic about their participation in the program, and many employers offered to hire youth for part-time or full-time employment at the conclusion of the program. The Mayor anticipates expanding the program for Fiscal Year 2016-17.

- **Initiated AYW 2.0.** In 2016, the City’s Grants Coordinator, in partnership with CareerSource Central Florida, created a sister program to Apopka Youth Works—AYW 2.0 – designed to provide post-secondary education guidance and assistance to Apopka Youth Works participants who pursue careers in technical professions. The program aims to assist youth with school selection, applications, and providing much-needed equipment for students participating in technical programs. AYW 2.0 utilizes existing federal grant monies available to CareerSource Central Florida to fund the needs of the students. The City’s Grants Coordinator is working with CareerSource Central Florida to identify state and federal grants to fund the program in the future, including possible scholarships, and plans to expand AYW 2.0 in Fiscal Year 2016-17 at no cost to the Apopka taxpayers.
- **Launched Apopka Begins and Ends with ‘A’.** The Mayor launched his education initiative, Apopka Begins and Ends with ‘A’, in November 2015 at Lovell Elementary and Rock Springs Elementary. The initiative seeks to organize community members, business leaders and faith-based organizations to devote time, energy and resources in focused effort to help all Apopka schools achieve an ‘A’ grade from the state of Florida. Both schools ended the year making great strides in community involvement, identifying and obtaining community resources, and enhancing the educational experience of the students. Response from teachers and administration at Lovell Elementary and Rock Springs Elementary has been overwhelmingly positive and both schools requested to continue the program into the 2016-17 school year. the Mayor anticipates expanding the program in 2016-17 to include five additional schools: Phillis Wheatley Elementary, Dream Lake Elementary, Apopka Elementary, Lakeville Elementary and Zellwood Elementary.

**CITY OF APOPKA
MAYOR'S OFFICE**

LINE ITEM DETAIL

	<u>2015</u>	<u>2016</u>	<u>2016</u>	<u>2017</u>
	<u>ACTUAL</u>	<u>BUDGET</u>	<u>ESTIMATE</u>	<u>ADOPTED</u>
PERSONNEL COSTS:				
1200 REG. SALARIES	260,924	274,519	274,519	302,513
1210 LONGEVITY PAY	39	103	103	130
1600 OTHER REIMBURSED ALLOWANCES	132	12,000	12,000	12,000
2100 F.I.C.A.	19,903	21,708	21,708	21,037
2200 RETIREMENT CONTRIBUTION	34,222	37,436	37,436	36,194
2300 LIFE & HEALTH INSURANCE	15,330	20,176	20,176	18,513
2400 WORKERS COMPENSATION	2,000	250	250	138
TOTAL	332,550	366,192	366,192	390,525
SUPPLIES AND SERVICES:				
4000 TRAVEL & PER DIEM	4,688	28,766	17,000	16,870
4100 COMMUNICATION SERVICES	3,308	-	-	-
4200 FREIGHT & POSTAGE	519	1,000	1,000	1,000
4400 RENTALS & LEASES	-	-	1,200	1,800
4500 LIABILITY & CASUALTY INSURANCE	1,500	-	-	-
4600 REPAIR & MAINT - BLDG & EQUIP	1,284	2,000	-	-
4700 PRINTING SERVICES	225	2,000	1,000	650
4900 OTHER CHARGES	72,284	-	-	-
5100 OFFICE SUPPLIES	2,379	3,000	2,000	2,000
5200 OPERATING SUPPLIES	42,681	42,600	45,000	47,650
5250 FUEL & GASOLINE	7	-	-	-
5400 BOOKS,PUBS,SUBS & MEMBSHP	40,473	51,500	55,000	59,000
5500 TRAINING	6,614	12,000	12,000	13,750
TOTAL	175,962	142,866	134,200	142,720
CAPITAL OUTLAY:				
6400 CAPITAL EQUIPMENT	41,561	-	-	-
TOTAL	41,561	-	-	-
TOTAL COST	550,073	509,058	500,392	533,245

**CITY OF APOPKA
MAYOR'S OFFICE**

STAFFING ANALYSIS

<u>POSITION</u>	<u>2015</u>	<u>2016</u>	<u>2017</u>
MAYOR	1	1	1
VICE MAYOR	1	1	1
COMMISSIONER	3	3	3
EXECUTIVE ASSISTANT TO THE MAYOR	1	1	1
TOTAL	6	6	6

CAPITAL OUTLAY

6200 - Building	<u>\$ -</u>
6400 - Equipment	<u>\$ -</u>
Total Capital Outlay	\$ -

**CITY OF AOPKA
LEGAL SERVICES**

The Legal Division provides legal advice to the City Council and City staff. It includes both City Attorney, Labor Attorney and any other counsel used to represent and/or defend the City. The division is responsible for the review all legal instruments of the City and to coordinate all litigation and other legal services for the City.

FISCAL YEAR	CLASSIFICATION	TOTAL COST
2015	ACTUAL	94,943
2016	BUDGET	150,100
2016	ESTIMATE	133,000
2017	ADOPTED	244,100

GOALS:

- Respond to requests from the City Commission and City staff for legal opinions on specific matters
- Draft local ordinances in response to state and federal legislation concerning the City.
- Provide defense/prosecution involving matters of litigation concerning the City.
- Provide other legal services on specific matters.

PERFORMANCE MEASURES:

	Actual FY 2014	Actual FY 2015	Estimated FY 2016	%age Change
# of Ordinances/Resolutions	75	90	92	2.2%
# of billable hours	Not Available	670	715	6.7%

**CITY OF APOPKA
LEGAL SERVICES**

LINE ITEM DETAIL

	<u>2015</u>	<u>2016</u>	<u>2016</u>	<u>2017</u>
	<u>ACTUAL</u>	<u>BUDGET</u>	<u>ESTIMATE</u>	<u>ADOPTED</u>
SERVICE COSTS:				
3150 LEGAL SERVICE - CITY ATTORNEY	94,943	100,000	100,000	100,000
3160 LEGAL SERVICES - LABOR ATTORNEY	-	50,000	30,000	45,000
3170 LEGAL SERVICES - PUBLIC DEFENDER	-	-	3,000	5,000
3180 LEGAL SERVICES - CITY CENTER	-	-	-	14,000
3190 LEGAL SERVICES - POLICE ADVISOR	-	-	-	80,000
4200 FREIGHT & POSTAGE	-	100	-	100
TOTAL	94,943	150,100	133,000	244,100
TOTAL COST	94,943	150,100	133,000	244,100

NOTE; Legal Services were previously included in other departmental budgets. Moved to separate division to centralize the costs associated with the support function.

**CITY OF AOPKA
ADMINISTRATIVE SERVICES**

The Administrative Services division is responsible for efficiently and effectively implementing and administering the policies, programs and services approved by the City Council.

FISCAL YEAR	CLASSIFICATION	TOTAL COST
2015	ACTUAL	727,907
2016	BUDGET	627,420
2016	ESTIMATE	732,347
2017	ADOPTED	567,509

GOALS:

- Ensure a safe City.
- Deliver effectively the services that Apopka Citizens need, want and are willing to support.
- Build and maintain a healthy business climate.
- Maintain a low-density residential and family friendly community where citizens and visitors can find and afford
- Provide safe, sufficient and reliable drinking water, wastewater treatment, solid waste disposal and stormwater
- Continue to provide responsive, efficient customer oriented services to fee payers.
- Create an effective marketing and economic development program within city government.
- Update the City's Land Development Code to ensure it is responsive to changing conditions.

CITY OF APOPKA
ADMINISTRATIVE SERVICES

LINE ITEM DETAIL

	<u>2015</u> <u>ACTUAL</u>	<u>2016</u> <u>BUDGET</u>	<u>2016</u> <u>ESTIMATE</u>	<u>2017</u> <u>ADOPTED</u>
PERSONNEL COSTS:				
1200 REGULAR SALARIES AND WAGES	430,347	237,381	237,381	241,973
1210 LONGEVITY PAY	1,000	350	350	332
1300 OTHER SALARIES & WAGES	404	-	-	-
1400 OVERTIME	1,394	-	-	-
1600 OTHER REIMBURSED ALLOWANCES	137	12,000	12,000	12,000
2100 F.I.C.A.	32,684	19,104	19,104	19,454
2200 RETIREMENT CONTRIBUTION	58,102	33,384	33,384	41,706
2300 LIFE AND HEALTH INSURANCE	55,368	44,171	44,170	58,680
2400 WORKERS COMPENSATION	5,700	230	230	129
TOTAL	585,136	346,620	346,619	374,274
SUPPLIES AND OTHER SERVICES:				
3100 PROFESSIONAL SERVICES	80,490	-	105,281	-
3400 OTHER CONTRACTUAL SERVICES	27,000	264,000	264,000	132,000
4000 TRAVEL AND PER DIEM	205	500	500	500
4100 COMMUNICATION	2,776	-	-	-
4200 FREIGHT & POSTAGE	959	1,000	1,000	500
4400 RENTALS & LEASES	-	4,000	4,000	4,000
4500 LIABILITY & CASUALTY INSURANCE	4,470	-	-	-
4600 REPAIRS AND MAINTENANCE	876	-	-	-
4650 VEHICLE MAINTENANCE	1,336	-	12	-
4700 PRINTING AND BINDING	-	500	-	500
4800 PROMOTIONAL ACTIVITIES	-	-	-	-
4900 OTHER CHARGES	-	-	-	-
4903 TEMPORARY LABOR	-	-	-	-
5100 OFFICE SUPPLIES	2,328	3,000	3,000	2,000
5200 OPERATING SUPPLIES	21,803	1,700	1,700	1,935
5250 FUEL & GASOLINE	430	-	360	-
5400 BOOKS, PUBS, SUBS & MEMBERSHIPS	-	1,600	1,375	1,600
5500 TRAINING	98	4,500	4,500	4,500
TOTAL	142,771	280,800	385,728	147,535
CAPITAL OUTLAY:				
6400 EQUIPMENT	-	-	-	45,700
TOTAL	-	-	-	45,700
TOTAL COST	727,907	627,420	732,347	567,509

**CITY OF APOPKA
ADMINISTRATIVE SERVICES**

<u>POSITION</u>	<u>2015</u>	<u>2016</u>	<u>2017</u>
CHIEF ADMINISTRATIVE OFFICER	1	1	1
ASSISTANT TO CITY ADMINISTRATOR	1	1	1
RECEPTIONIST	1	1	1
TOTAL	3	3	3

CAPITAL OUTLAY

6200 - Building	\$ -
6400 - Equipment	
Mid size sedan - Replacement	\$ 28,700
Compact size sedan - Replacement	17,000
	<u>\$ 45,700</u>
Total Capital Outlay	\$ 45,700

**CITY OF APOPKA
COMMUNITY OUTREACH**

The Community Outreach Division is responsible for the marketing and advocacy of the City. This division performs the public information duties as well as organizes and coordinates the numerous special events hosted by the City. It is also responsible for the solicitation of grants and performs as the liason for neighborhood and community services.

FISCAL YEAR	CLASSIFICATION	TOTAL COST
2015	ACTUAL	-
2016	BUDGET	1,060,187
2016	ESTIMATE	912,800
2017	ADOPTED	1,008,327

GOALS:

- Enrich the community by delivering a diverse range of events.
- Increase community involvement in City events.
- Nurture relationships with local businesses and community groups.
- Promote the City via all social medias available.
- Increase the amount of funding awarded to the City from Federal, State and local agencies.

PERFORMANCE MEASURES:

	Actual FY 2014	Actual FY 2015	Estimated FY 2016	%age Change
# of events	4	5	6	20%
# of grants applied for	4	9	12	33%
# of grants awarded	4	7	6	-14%

**CITY OF AOPKA
COMMUNITY OUTREACH**

LINE ITEM DETAIL

	<u>2015</u>	<u>2016</u>	<u>2016</u>	<u>2017</u>
	<u>ACTUAL</u>	<u>BUDGET</u>	<u>ESTIMATE</u>	<u>ADOPTED</u>
PERSONNEL COSTS:				
1200 REGULAR SALARIES AND WAGES	-	181,417	181,417	149,625
1210 LONGEVITY PAY	-	93	93	90
1400 OVERTIME	-	-	-	-
1600 OTHER REIMBURSED ALLOWANCES	-	480	480	480
2100 F.I.C.A.	-	13,922	13,922	11,490
2200 RETIREMENT CONTRIBUTION	-	29,846	29,846	24,632
2300 LIFE AND HEALTH INSURANCE	-	30,264	30,264	8,634
2400 WORKERS COMPENSATION	-	163	163	76
TOTAL	-	256,185	256,185	195,027
SUPPLIES AND OTHER SERVICES:				
3100 PROFESSIONAL SERVICES	-	155,000	125,000	34,500
3400 OTHER CONTRACTUAL SERVICES	-	44,300	77,800	296,300
4000 TRAVEL AND PER DIEM	-	3,000	-	3,000
4200 FREIGHT & POSTAGE SERVICES	-	1,500	-	1,500
4400 RENTALS AND LEASES	-	13,800	8,800	77,800
4700 PRINTING SERVICES	-	17,488	6,300	20,250
4800 PROMOTIONAL ADVERTISING	-	14,500	6,000	14,900
4900 OTHER CHARGES	-	72,300	22,000	22,000
5100 OFFICE SUPPLIES	-	3,000	800	3,000
5200 OPERATING SUPPLIES	-	117,300	41,450	30,200
5400 BOOKS, PUBS, SUBS & MEMBERSHIPS	-	1,749	1,000	600
5500 TRAINING	-	-	1,000	4,250
TOTAL	-	443,937	290,150	508,300
SUPPLIES AND OTHER SERVICES - OFOF:				
3401 OTHER CONTRACTUAL SERVICES	-	180,053	185,556	300,000
4101 COMMUNICATIONS	-	1,114	-	-
4401 REPAIR AND MAINTENANCE	-	58,450	49,645	-
4701 PRINTING SERVICES	-	8,633	8,922	-
4801 PROMOTIONAL ADVERTISING	-	36,000	36,375	-
5201 OPERATING SUPPLIES	-	70,815	85,967	-
TOTAL	-	355,065	366,465	300,000
CAPITAL OUTLAY:				
6300 INFRASTRUCTURE	-	-	-	-
6400 EQUIPMENT	-	-	-	-
TOTAL	-	-	-	-
9800 CONTINGENCY	-	5,000	-	5,000
TOTAL COST	-	1,060,187	912,800	1,008,327

**CITY OF APOPKA
COMMUNITY OUTREACH**

<u>POSITION</u>	<u>2015</u>	<u>2016</u>	<u>2017</u>
PUBLIC INFORMATION OFFICER	1	1	1
GRANT & NEIGHBORHOOD SERVICES COORDINATOR	1	1	1
COMMUNITY EVENTS MANAGER*	1	1	0
TOTAL	3	3	2

* Position was moved to Recreation Department

CAPITAL OUTLAY

6200 - Building	\$ -
6400 - Equipment	\$ -
Total Capital Outlay	\$ -

**CITY OF APOPKA
CITY CLERK**

The City Clerk, as a staff officer, is the custodian of the City Seal and the City's Official Public Records, including minutes, ordinances, resolutions, agreements/contracts and deeds of City owned property. The City Clerk attends, records and prepares minutes for all City Council meetings, provides information to the public regarding City matters, conducts City elections, and is responsible for legal advertisements for public hearings.

FISCAL YEAR	CLASSIFICATION	TOTAL COST
2015	ACTUAL	200,068
2016	BUDGET	230,879
2016	ESTIMATE	235,929
2017	ADOPTED	235,033

GOALS:

- Record and preserve City Council actions.
- Maintain City Codes.
- Continued records storage and retention/retrieval systems for accessibility of data for staff and public records requests. Adhere to Records Retention Rules and document and destroy records in compliance with statutes.
- Conduct elections in strict compliance with state statutes.
- Administer the Cemetery Sales.

PERFORMANCE MEASURES:

	Actual FY 2014	Actual FY 2015	Estimated FY 2016	%age Change
Lien Searches Processed	1381	1505	1705	13.29%
Ordinances/Resolutions recorded	75	90	92	2.22%
Council/Committee Minutes	50	60	67	11.67%
Cemetery Sales	\$88,400	\$91,290	\$95,490	4.60%
Record Management* & Destruction	123.5 cf	783.75	224.5	-71.36%

* Records Management is driven by retention schedules and will vary from year to year.

**CITY OF APOPKA
CITY CLERK**

LINE ITEM DETAIL

	<u>2015</u>	<u>2016</u>	<u>2016</u>	<u>2017</u>	
	<u>ACTUAL</u>	<u>BUDGET</u>	<u>ESTIMATE</u>	<u>ADOPTED</u>	
PERSONNEL COSTS:					
1200	REGULAR SALARIES AND WAGES	129,452	136,620	136,620	157,722
1210	LONGEVITY PAY	205	285	285	304
1400	OVERTIME	60	-	-	-
1600	OTHER REIMBURSED ALLOWANCES	-	-	-	-
2100	F.I.C.A.	9,822	10,473	10,473	12,089
2200	RETIREMENT CONTRIBUTION	20,581	13,090	13,090	23,303
2300	LIFE AND HEALTH INSURANCE	15,330	20,177	20,177	18,443
2400	WORKERS COMPENSATION	2,000	124	124	90
TOTAL		177,450	180,769	180,769	211,951
SUPPLIES AND OTHER SERVICES:					
3100	PROFESSIONAL SERVICES	-	1,000	10,000	1,000
3400	OTHER CONTRACTUAL SERVICES	846	28,890	28,890	1,650
4000	TRAVEL & PER DIEM	-	1,000	850	1,000
4200	FREIGHT & POSTAGE	105	1,000	200	500
4400	RENTALS AND LEASES	-	-	-	2,088
4500	LIABILITY & CASUALTY INSURANCE	1,500	-	-	-
4600	REPAIR AND MAINTENANCE	10,661	1,500	1,500	1,824
4700	PRINTING AND BINDING	2,543	6,200	6,000	6,000
4900	OTHER CHARGES	2,500	1,500	500	1,500
4902	LEGAL ADVERTISING	534	3,000	2,500	3,000
5100	OFFICE SUPPLIES	997	2,000	1,500	2,000
5200	OPERATING SUPPLIES	1,564	2,000	1,500	500
5400	BOOKS, PUBS, SUBS & MEMBERSHIPS	668	720	720	720
5500	TRAINING	700	1,300	1,000	1,300
TOTAL		22,618	50,110	55,160	23,082
CAPITAL OUTLAY:					
6300	IMPROVEMENTS OTHER THAN BLDG	-	-	-	-
6400	EQUIPMENT	-	-	-	-
TOTAL		-	-	-	-
TOTAL COST		200,068	230,879	235,929	235,033

**CITY OF APOPKA
CITY CLERK**

STAFFING ANALYSIS

NUMBER OF FULL-TIME/PART-TIME PERSONNEL

<u>POSITION</u>	<u>2015</u>	<u>2016</u>	<u>2017</u>
CITY CLERK	1	1	1
DEPUTY CITY CLERK	1	1	1
RECORDS CLERK - PART TIME	0	0	1
TOTAL	2	2	3

CAPITAL OUTLAY

6200 - Building	\$ -
6400 - Equipment	\$ -
Total Capital Outlay	\$ -

**CITY OF APOPKA
FINANCE**

The Finance Department is responsible for maintaining the City's financial accounting system that includes processing of all City financial transactions as well as maintaining and disseminating financial statements and related reports to City departments and other governmental agencies. In addition, this department produces the City's Comprehensive Annual Financial Report (CAFR), provides assistance to the external auditors, oversees the investment of City funds and is responsible for debt administration. The department provides support service of the City government responsible for coordinating and directing the development of the City's Annual Operating Budget and five-year Capital Improvement Program.

FISCAL YEAR	CLASSIFICATION	TOTAL COST
2015	ACTUAL	516,777
2016	BUDGET	530,350
2016	ESTIMATE	533,370
2017	ADOPTED	701,996

GOALS:

- Continue to produce a Comprehensive Annual Financial Report (CAFR) that meets the GFOA "Certificate of Achievement for Excellence in Financial Reporting".
- Process 100% of invoice payments within 25 days of approval date.
- Continue to produce a high quality Annual Budget document that meets Florida statutory requirements.
- Complete and publish the budget document within 30 days of adoption.
- Process employee weekly payroll to ensure all employees are compensated accurately and in a timely manner.
- Complete implementation of the general ledger application in the City's new Edmunds software.

PERFORMANCE MEASURES:

	Actual FY 2014	Actual FY 2015	Estimated FY 2016	%age Change
# checks A/P checks	5845	5697	6034	5.9%
# payroll checks	2363	629	624	-0.8%
# payroll direct deposits	29369	30358	30316	-0.1%
# of journal entries	1809	2872	1574	-45.2%
# days to issue CAFR	258	264	183	-30.7%
Distinguished Budget Award	Yes	Yes	pending	n/a
CAFR Certificate of Achievement	Yes	Yes	pending	n/a

**CITY OF APOPKA
FINANCE**

LINE ITEM DETAIL

	<u>2015</u>	<u>2016</u>	<u>2016</u>	<u>2017</u>
	<u>ACTUAL</u>	<u>BUDGET</u>	<u>ESTIMATE</u>	<u>ADOPTED</u>
PERSONNEL COSTS:				
1200 REGULAR SALARIES AND WAGES	304,886	331,848	331,848	463,439
1210 LONGEVITY PAY	1,277	1,418	1,418	1,111
1400 OVERTIME	77	-	-	-
1600 OTHER REIMBURSED ALLOWANCES	5	480	480	480
2100 F.I.C.A.	23,128	25,532	25,532	35,575
2200 RETIREMENT CONTRIBUTION	34,202	38,929	38,929	59,691
2300 LIFE AND HEALTH INSURANCE	35,550	49,950	49,950	58,503
2400 WORKERS COMPENSATION	4,800	293	293	232
TOTAL	403,925	448,450	448,450	619,031
SUPPLIES AND OTHER SERVICES:				
3100 PROFESSIONAL SERVICES	52,146	1,000	4,800	5,000
3200 AUDIT SERVICES	11,612	48,000	48,000	48,000
3400 OTHER CONTRACTUAL SERVICES	15,526	15,600	15,600	12,000
4000 TRAVEL & PER DIEM	-	1,100	1,100	1,950
4100 COMMUNICATION	314	-	-	-
4200 FREIGHT & POSTAGE	2,511	3,200	3,000	2,800
4400 RENTAL & LEASES	-	4,390	3,400	3,400
4500 LIABILITY & CASUALTY INSURANCE	7,140	-	-	-
4600 REPAIR AND MAINTENANCE	8,635	-	-	-
4700 PRINTING SERVICES	1,120	850	850	1,450
4902 LEGAL ADVERTISING	1,280	1,300	1,280	1,800
5100 OFFICE SUPPLIES	596	1,200	1,200	1,200
5200 OPERATING SUPPLIES	2,875	2,300	3,290	2,300
5400 BOOKS, PUBS, SUBS & MEMBERSHIPS	772	850	300	600
5500 TRAINING	225	2,110	2,100	2,465
TOTAL	104,752	81,900	84,920	82,965
CAPITAL OUTLAY:				
6200 BUILDING	8,100	-	-	-
6400 EQUIPMENT	-	-	-	-
6800 INTANGIBLES	-	-	-	-
TOTAL	8,100	-	-	-
TOTAL COST	516,777	530,350	533,370	701,996

**CITY OF APOPKA
FINANCE**

STAFFING ANALYSIS

NUMBER OF FULL-TIME/PART-TIME PERSONNEL

<u>POSITION</u>	<u>2015</u>	<u>2016</u>	<u>2017</u>
FINANCE DIRECTOR	1	1	1
FINANCIAL APPLICATIONS MANAGER	1	1	0
ACCOUNTANT II	1	1	1
ACCOUNTS PAYABLE SPECIALIST	1	1	1
ACCOUNTING MANAGER	0	0	1
PURCHASING MANAGER*	0	0	1
PAYROLL SPECIALIST**	0	0	1
TOTAL	4	4	6

* Position moved from Facilities Maintenance

* Position moved from Human Resources

CAPITAL OUTLAY

6200 - Building	<u>\$ -</u>
6400 - Equipment	<u>\$ -</u>
Total Capital Outlay	\$ -

**CITY OF APOPKA
HUMAN RESOURCES**

The Human Resources Department provides quality services and support in employment, training, benefits, compensation and safety. It is responsible for developing a qualified, productive, and responsive workforce, equipped with the knowledge, abilities, skills and tools necessary to meet the City's present and future needs. Human Resources assures the City is an equal opportunity employer, remains in compliance with applicable regulations and requirements, as well as being responsible for all employee records and benefits. Human Resources also oversees Risk Management, working to ensure the City is not in undue positions of liability.

FISCAL YEAR	CLASSIFICATION	TOTAL COST
2015	ACTUAL	337,232
2016	BUDGET	814,792
2016	ESTIMATE	1,411,282
2017	ADOPTED	1,264,461

GOALS:

- To encourage and assist employees to reach their full potential as members of the City's staff.
- To manage workers compensation, liability insurance and unemployment claims issues.
- To manage employee benefits to ensure employees have access to the best available benefits in the most cost-effective manner.
- To manage policies and practices to ensure compliance with local, state and federal regulations and requirements.

PERFORMANCE MEASURES:

	Actual FY 2014	Actual FY 2015	Estimated FY 2016	% Change
Total employee turnover	10.36%	9.18%	8.25%	-10.13%
# of employees hired/placed	32	29	50	72.41%
# of Incident Reports filed	258	291	278	-4.47%
# of Insurance Claims handled	87	84	95	13.10%

**CITY OF APOPKA
HUMAN RESOURCES**

LINE ITEM DETAIL

	<u>2015</u>	<u>2016</u>	<u>2016</u>	<u>2017</u>
	<u>ACTUAL</u>	<u>BUDGET</u>	<u>ESTIMATE</u>	<u>ADOPTED</u>
PERSONNEL COSTS:				
1200 REGULAR SALARIES AND WAGES	205,738	267,116	267,116	306,744
1210 LONGEVITY PAY	995	1,480	1,480	777
1600 OTHER REIMBURSED ALLOWANCES	30	-	-	-
2100 F.I.C.A.	15,065	20,548	20,548	23,484
2200 RETIREMENT CONTRIBUTION	32,719	44,050	44,050	43,772
2300 LIFE AND HEALTH INSURANCE	22,950	40,351	40,351	33,297
2400 WORKERS COMPENSATION	2,700	237	237	154
2500 UNEMPLOYMENT COMPENSATION	-	15,000	15,000	15,000
TOTAL	280,197	388,782	388,782	423,228
SUPPLIES AND OTHER SERVICES:				
3100 PROFESSIONAL SERVICES	24,091	75,000	75,000	110,000
3400 OTHER CONTRACTUAL SERVICES	-	6,920	8,400	7,150
4000 TRAVEL & PER DIEM	500	1,200	-	2,900
4200 FREIGHT & POSTAGE	193	250	12,000	1,980
4400 RENTALS & LEASES	-	-	-	-
4500 LIABILITY INSURANCE	2,220	295,000	900,000	706,550
4600 REPAIR AND MAINTENANCE	24,671	-	-	-
4700 PRINTING AND BINDING	-	750	700	750
4900 OTHER CHARGES AND OBLIGATIONS	-	21,500	21,500	5,000
5100 OFFICE SUPPLIES	1,836	2,000	2,000	1,500
5200 OPERATING SUPPLIES	2,449	2,500	2,000	3,853
5400 BOOKS, PUBS, SUBS & MEMBERSHIPS	575	390	400	550
5500 TRAINING	500	500	500	1,000
TOTAL	57,035	406,010	1,022,500	841,233
CAPITAL OUTLAY:				
6200 BUILDING	-	-	-	-
6400 EQUIPMENT	-	-	-	-
6800 INTANGIBLES	-	-	-	-
TOTAL	-	-	-	-
9800 CONTINGENCY	-	20,000	-	-
TOTAL COST	337,232	814,792	1,411,282	1,264,461

**CITY OF APOPKA
HUMAN RESOURCES**

STAFFING ANALYSIS

NUMBER OF FULL-TIME/PART-TIME PERSONNEL

<u>POSITION</u>	<u>2015</u>	<u>2016</u>	<u>2017</u>
HUMAN RESOURCES DIRECTOR	1	1	1
RISK SPECIALIST	1	1	1
HUMAN RESOURCES SPECIALIST I	2	2	*
HUMAN RESOURCES SPECIALIST I	0	0	1
TOTAL	4	4	4

* Payroll position was moved to Finance

CAPITAL OUTLAY

6200 - Building	<u>\$ -</u>
6400 - Equipment	<u>\$ -</u>
Total Capital Outlay	<u>\$ -</u>

CITY OF APOPKA INFORMATION TECHNOLOGY

Information Technology is a support service department for the City and provides the central technology infrastructure for employee communications and computer operations. The department is responsible for the maintenance and enhancement of computer hardware, software, networking and telephones.

FISCAL YEAR	CLASSIFICATION	TOTAL COST
2015	ACTUAL	1,897,691
2016	BUDGET	1,889,148
2016	ESTIMATE	2,020,466
2017	ADOPTED	1,808,329

GOALS:

- Optimize the City's IT infrastructure to support its immediate and future needs in a consistent, responsive,
- Implement IT applications that effectively support the business requirements of the City; making use of state of the art technology that improves efficiency and productivity.
- Secure and protect the City's information systems, networks and data.
- Implement consistent and sound IT management roles, policies, processes and procedures.

PERFORMANCE MEASURES:

	Actual FY 2014	Actual FY 2015	Estimated FY 2016	%age Change
# of IT Assets supported (computers, printers, servers, network HW, storage)	481	513	520	1.4%
# of applications (software) supported in the IT Portfolio	35	41	43	4.9%
# of end-users	439	447	450	0.7%
# of Medium IT projects completed	5	7	15	114.3%
# of work orders/requests completed	2,509	2,738	2,245	-18.0%
# of communication Assets supported (iPADs, Smart Phones, Cell Phones)	63	71	82	15.5%

**CITY OF APOPKA
INFORMATION TECHNOLOGY**

LINE ITEM DETAIL

	<u>2015</u>	<u>2016</u>	<u>2016</u>	<u>2017</u>
	<u>ACTUAL</u>	<u>BUDGET</u>	<u>ESTIMATE</u>	<u>ADOPTED</u>
PERSONNEL COSTS:				
1200 REGULAR SALARIES AND WAGES	609,321	449,852	449,852	393,037
1210 LONGEVITY PAY	4,768	1,405	1,405	833
1400 OVERTIME	16,271	15,000	15,000	15,000
1600 OTHER REIMBURSED ALLOWANCES	5	1,014	1,014	480
2100 F.I.C.A.	37,066	35,758	35,758	31,315
2200 RETIREMENT CONTRIBUTION	84,398	76,658	76,658	64,673
2300 LIFE AND HEALTH INSURANCE	53,931	70,617	70,617	67,793
2400 WORKERS COMPENSATION	8,700	1,169	1,169	198
TOTAL	814,460	651,473	651,473	573,329
SUPPLIES AND OTHER SERVICES:				
3100 PROFESSIONAL SERVICES	78	-	-	-
3400 OTHER CONTRACTUAL SERVICES	218,507	306,150	355,000	215,100
4000 TRAVEL & PER DIEM	-	2,500	-	2,000
4100 COMMUNICATIONS	84,114	196,000	225,000	237,700
4200 FREIGHT & POSTAGE	371	1,000	800	1,000
4400 RENTALS AND LEASES	-	-	1,068	30,850
4500 LIABILITY & CASUALTY INSURANCE	5,970	-	-	-
4600 REPAIR AND MAINTENANCE	406,461	343,200	348,400	388,500
4650 VEHICLE MAINTENANCE	199	650	450	650
5100 OFFICE SUPPLIES	1,748	3,000	2,500	3,000
5200 OPERATING SUPPLIES	62,962	91,200	91,200	104,050
5250 FUEL & GASOLINE	253	500	75	250
5400 BOOKS, PUBS, SUBS & MEMBERSHIPS	-	500	500	700
5500 TRAINING	9,100	10,000	9,000	12,000
TOTAL	789,763	954,700	1,033,993	995,800
CAPITAL OUTLAY:				
6300 INFRASTRUCTURE	-	-	-	-
6400 EQUIPMENT	226,768	60,000	60,000	220,000
6800 INTANGIBLES	66,700	222,975	275,000	19,200
TOTAL	293,468	282,975	335,000	239,200
RESERVES:				
9800 CONTINGENCY	-	-	-	-
TOTAL COST	1,897,691	1,889,148	2,020,466	1,808,329

**CITY OF APOPKA
INFORMATION TECHNOLOGY**

STAFFING ANALYSIS

NUMBER OF FULL-TIME/PART-TIME PERSONNEL

<u>POSITION</u>	<u>2015</u>	<u>2016</u>	<u>2017</u>
INFORMATION TECHNOLOGY DIRECTOR	1	1	1
INFORMATION TECHNOLOGY SUPERVISOR	1	0	0
GIS TECHNICIAN*	1	0	0
SYSTEMS ADMINISTRATOR	0	2	2
COMPUTER SUPPORT SPECIALIST	4	3	3
TOTAL	7	6	6

* position moved to Utilities

CAPITAL OUTLAY

6300 - Infrastructure

\$ -

6400 - Equipment

Data Storage Expansion
Mitel Phone System Upgrade

\$ 160,000
60,000
\$ 220,000

6800 - Intangibles

iWorQ Work Order Software

\$ 19,200
\$ 19,200

Total Capital Outlay

\$ 239,200

**CITY OF APOPKA
FIRE CHIEF**

The City's Fire Chief Division is responsible for the overall management of the Fire Department and is committed to professional excellence by ensuring the City's Fire Department personnel are motivated and properly trained in emergency response, hazard mitigation, fire safety and life safety education. This division properly manages fire department resources in order to protect lives and property by providing ISO 1 rated service.

FISCAL YEAR	CLASSIFICATION	TOTAL COST
2015	ACTUAL	1,199,653
2016	BUDGET	1,180,866
2016	ESTIMATE	1,180,916
2017	ADOPTED	1,158,579

GOALS:

- Provide a high level of fire prevention and related services commensurate with community expectations through effective administration.
- Increase positive contact with the businesses and keep up to date with any changes to the City so as to ensure the protection of our citizen's lives and property.
- Continued maintenance of the ISO 1 Fire Department Accreditation.

PERFORMANCE MEASURES:

	Actual FY 2014	Actual FY 2015	Estimated FY 2016	%age Change
Commercial Bld. Fire Inspections	2740	2900	3000	3.45%
Fires in Commercial Buildings	13	23	20	-13%
Property % Saved (All Fires)	92.74%	90.00%	90.00%	0.00%

**CITY OF APOPKA
FIRE CHIEF**

LINE ITEM DETAIL

	<u>2015</u> <u>ACTUAL</u>	<u>2016</u> <u>BUDGET</u>	<u>2016</u> <u>ESTIMATE</u>	<u>2017</u> <u>ADOPTED</u>
PERSONNEL COSTS:				
1200 REGULAR SALARIES AND WAGES	670,765	699,299	699,299	677,718
1210 LONGEVITY PAY	12,711	3,393	3,393	2,422
1225 PROFICIENCY PAY	36,176	40,000	40,000	48,000
1300 OTHER SALARIES AND WAGES	2,552	-	-	-
1400 OVERTIME	448	-	-	-
1500 SPECIAL PAY	3,219	12,428	12,428	3,001
1600 OTHER REIMBURSED ALLOWANCES	112	-	-	2,934
2100 F.I.C.A.	54,362	57,767	57,767	56,157
2200 RETIREMENT CONTRIBUTION	140,056	102,066	102,066	96,752
2300 LIFE AND HEALTH INSURANCE	66,210	119,096	119,096	107,073
2400 WORKERS COMPENSATION	7,800	11,867	11,867	1,922
TOTAL	994,411	1,045,916	1,045,916	995,979
SUPPLIES AND OTHER SERVICES:				
3100 PROFESSIONAL SERVICES	46,735	21,000	21,000	-
4000 TRAVEL & PER DIEM	-	2,500	-	2,500
4100 COMMUNICATIONS	5,876	-	-	-
4200 FREIGHT & POSTAGE	425	1,250	1,000	1,000
4300 UTILITIES	113,586	90,000	90,000	133,200
4400 RENTALS & LEASES	-	-	4,000	4,000
4500 LIABILITY & CASUALTY INSURANCE	8,790	-	-	-
4600 REPAIR AND MAINTENANCE	11,062	3,500	1,000	3,500
4650 VEHICLE MAINTENANCE	2,366	2,500	2,100	1,700
4700 PRINTING AND BINDING	60	200	200	200
5100 OFFICE SUPPLIES	1,672	4,000	6,000	5,500
5200 OPERATING SUPPLIES	8,698	5,000	6,000	5,000
5250 FUEL & GASOLINE	3,389	4,000	2,200	3,500
5400 BOOKS, PUBS, SUBS & MEMBERSHIPS	2,583	1,000	1,500	2,500
TOTAL	205,242	134,950	135,000	162,600
CAPITAL OUTLAY:				
6200 BUILDINGS	-	-	-	-
6300 IMPROV OTHER THAN BUILDING	-	-	-	-
6400 EQUIPMENT	-	-	-	-
TOTAL	-	-	-	-
TOTAL COST	1,199,653	1,180,866	1,180,916	1,158,579

**CITY OF APOPKA
FIRE CHIEF**

STAFFING ANALYSIS

NUMBER OF FULL-TIME/PART-TIME PERSONNEL

<u>POSITION</u>	<u>2015</u>	<u>2016</u>	<u>2017</u>
FIRE CHIEF ADMINISTRATOR	1	1	0
FIRE CHIEF	0	0	1
ADMIN ASST TO THE FIRE CHIEF	0	1	1
ASSISTANT FIRE CHIEF	3	2	2
CHIEF OF OPERATIONS/DEPUTY CHIEF	1	1	1
FIRE CODE INSPECTOR/FIRE CAPTAIN	1	1	2
FIRE LIEUTENANT	0	1	0
SECRETARY II	1	1	1
SECRETARY I	1	0	0
TOTAL	8	8	8

CAPITAL OUTLAY

6200 - Building	<u>\$ -</u>
6300 - Infrastructure	<u>\$ -</u>
6400 - Equipment	<u>\$ -</u>
Total Capital Outlay	<u><u>\$ -</u></u>

**CITY OF AOPKA
FIRE SUPPRESSION**

The Fire Suppression Division responds to fires and other such disasters with the most highly trained and equipped firefighters available. The division functions with the goal of reducing such events through proper planning, the use of current prevention and education techniques, fire safety inspections for businesses and regular fire hydrant maintenance programs. The Fire Suppression Division has the responsibility of protecting the public from fire as well as other types of emergencies.

FISCAL YEAR	CLASSIFICATION	TOTAL COST
2015	ACTUAL	2,978,892
2016	BUDGET	3,451,766
2016	ESTIMATE	3,227,266
2017	ADOPTED	5,117,173

GOALS:

- Provide rapid responses to all emergencies consistent with established ISO standards and the community's needs.
 - Ensure that equal fire protection and emergency services are provided to all areas of the City by evaluating growth and establishing fire stations to provide services consistent with current standards.
 - Ensure first-due apparatus arrive within the established ISO standard (5 1/2 min) to at least 90% of incidents.
 - Ensure all second-due apparatus arrive within the ISO standard (9 1/2 min) to at least 90% of incidents.
 - Ensure area and street knowledge by providing monthly driver training hours and street based tests.
- Improve the safety and welfare of the community by offering a safe environment and public education on fire safety.
 - Ensure commercial buildings are inspected twice annually for fire hazards/code violations. Ensure any violation is corrected within 30 days.
 - Ensure all fire hydrants are tested twice annually to ensure adequate water is available when needed.
 - Offer training and certifications to the community such as CPR, Pool Safety, Fire Prevention, home inspection, fire extinguisher training, smoke detector replacement, child car seat inspections, etc.
- Employ and retain qualified and diverse firefighters while maintaining legacy commitments to the community and the department.
 - Continue the "Fire Service Career Academy" attracting community members to become firefighters.
 - Maintain a Volunteer Firefighter program allowing for the development of skills to become professional firefighters.
 - Ensure 100% of the ISO required training is met each month.

PERFORMANCE MEASURES:

	Actual FY 2014	Actual FY 2015	Estimated FY 2016	%age Change
Number of Hydrants Flow Tested	3138	3150	3182	1.02%
Number of State Fire Inspectors	16	22	29	31.82%
Number of State Certified Fire Officers	25	35	43	23%
% meeting ISO Training hours	100%	100%	100%	0%
Citizens trained on Fire Extinguisher	75	185	200	8%

**CITY OF AOPKA
FIRE SUPPRESSION**

LINE ITEM DETAIL

	<u>2015</u>	<u>2016</u>	<u>2016</u>	<u>2017</u>
	<u>ACTUAL</u>	<u>BUDGET</u>	<u>ESTIMATE</u>	<u>ADOPTED</u>
PERSONNEL COSTS:				
1200 REGULAR SALARIES AND WAGES	1,513,669	1,540,476	1,540,476	2,209,328
1210 LONGEVITY PAY	16,174	6,245	6,245	6,151
1225 PROFICIENCY PAY	-	-	-	72,000
1400 OVERTIME	85,650	85,000	85,000	85,000
1500 SPECIAL PAY	5,233	5,300	5,300	5,221
1600 OTHER REIMBURSED ALLOWANCES	-	-	-	-
2100 F.I.C.A.	120,865	125,232	125,232	181,894
2200 RETIREMENT CONTRIBUTION	255,597	197,425	197,425	265,183
2300 LIFE AND HEALTH INSURANCE	241,740	291,574	291,574	320,927
2400 WORKERS COMPENSATION	35,700	29,879	29,879	9,284
TOTAL	2,274,628	2,281,131	2,281,131	3,154,988
SUPPLIES AND OTHER SERVICES:				
3100 PROFESSIONAL SERVICES	13,073	-	-	-
3400 OTHER CONTRACTUAL SERVICES	1,045	-	-	-
4000 TRAVEL & PER DIEM	-	2,000	4,000	5,000
4100 COMMUNICATIONS	12,009	-	-	-
4200 FREIGHT & POSTAGE	261	1,500	500	1,000
4500 LIABILITY & CASUALTY INSURANCE	48,000	-	-	-
4600 REPAIR AND MAINTENANCE	23,203	47,000	47,000	52,500
4650 VEHICLE MAINTENANCE	90,329	74,635	74,635	74,635
4700 PRINTING AND BINDING	175	-	-	-
4850 PUBLIC RELATIONS	-	-	-	36,000
4902 LEGAL ADVERTISING	-	-	-	-
5200 OPERATING SUPPLIES	98,177	87,500	87,500	89,250
5250 FUEL & GASOLINE	35,315	35,500	35,000	30,000
5400 BOOKS, PUBS, SUBS & MEMBERSHIPS	1,795	6,000	6,000	5,500
5500 TRAINING	11,538	10,000	10,000	-
TOTAL	334,920	264,135	264,635	293,885
CAPITAL OUTLAY:				
6200 BUILDINGS	-	300,000	75,000	825,000
6300 IMPROV OTHER THAN BUILDING	-	-	-	-
6400 EQUIPMENT	369,344	606,500	606,500	843,300
TOTAL	369,344	906,500	681,500	1,668,300
TOTAL COST	2,978,892	3,451,766	3,227,266	5,117,173

**CITY OF APOPKA
FIRE SUPPRESSION**

STAFFING ANALYSIS

NUMBER OF FULL-TIME/PART-TIME PERSONNEL

<u>POSITION</u>	<u>2015</u>	<u>2016</u>	<u>2017</u>
ENGINEER	5	4	4
MEDICAL DIRECTOR	0	1	1
FIREFIGHTER	23	28	46
TOTAL	28	33	51

CAPITAL OUTLAY

6200 - Buildings

Fire Station 5 Construction	\$ 825,000
Total Building	<u>\$ 825,000</u>

6400 - Equipment

Replace Engine 11	\$ 540,000
Public Education Officer Vehicle - F150	38,500
Engine 5 Equipment	70,000
Bunker Gear Extractor	7,500
Station 5 Furnishings	40,000
Station 5 Portable Radios	42,000
Station 5 Employee Gear	51,300
Portable Light Trailers (3)	54,000
Total Equipment	<u>\$ 843,300</u>

Total Capital Outlay

\$ 1,668,300

**CITY OF APOPKA
EMERGENCY MEDICAL SERVICES**

The Emergency Medical Services Division provides the most advanced, effective paramedic ambulance service available in a timely manner and with exceptional customer care. This division is responsible for responding to and providing emergency care to our citizens and visitors.

FISCAL YEAR	CLASSIFICATION	TOTAL COST
2015	ACTUAL	5,131,094
2016	BUDGET	5,970,642
2016	ESTIMATE	5,970,262
2017	ADOPTED	5,217,320

GOALS:

- Ensure a prompt and expedient EMS response time to all citizens and visitors of the city and continue on reducing response times to areas of the city (Station 5), which may not necessarily benefit from the quicker response times of other portions of the city.
- Ensure the completion of the new ambulance and the additional ambulance coming this next budget year. The department is presently in a 4 year replacement schedule of aging ambulances.
- Acquire a LUCAS II Chest Compression System. It is a safe and efficient tool that would standardize chest compressions in accordance with the latest scientific guidelines. We will be able to provide the same quality for all patients, independent of transport conditions, rescuer fatigue, or variability in the experience level.
- Ensure our accrediting renewal with the State of Florida Department of Health Bureau of Emergency Medical Oversight's, Advanced Life Support License for the Apopka Fire Department.

PERFORMANCE MEASURES:

	Actual FY 2014	Actual FY 2015	Estimated FY 2016	%age Change
EMS Patients Treated	4,779	4,955	5,131	3.6%
Total Paramedics	42	42	50	19.0%
Total Ambulances	9	9	10	11.1%
CPR Classes taught	90	105	115	9.5%
EMS Classes taught	12	13	15	15.4%

**CITY OF AOPKA
EMERGENCY MEDICAL SERVICES**

LINE ITEM DETAIL

	<u>2015</u> <u>ACTUAL</u>	<u>2016</u> <u>BUDGET</u>	<u>2016</u> <u>ESTIMATE</u>	<u>2017</u> <u>ADOPTED</u>
PERSONNEL COSTS:				
1200 REGULAR SALARIES AND WAGES	2,916,146	3,198,468	3,198,468	3,009,682
1210 LONGEVITY PAY	53,839	16,053	16,053	13,167
1225 PROFICIENCY PAY	368,603	408,000	408,000	344,004
1400 OVERTIME	200,478	100,000	100,000	150,000
1500 SPECIAL PAY	17,305	23,640	23,640	35,528
1600 OTHER REIMBURSED ALLOWANCES	-	-	-	-
2100 F.I.C.A.	259,148	286,581	286,581	271,757
2200 RETIREMENT CONTRIBUTION	545,333	431,176	431,176	380,702
2300 LIFE AND HEALTH INSURANCE	359,950	541,816	541,816	517,328
2400 WORKERS COMPENSATION	36,300	68,299	68,299	10,657
TOTAL	4,757,102	5,074,033	5,074,033	4,732,825
SUPPLIES AND OTHER SERVICES:				
3400 CONTRACTUAL SERVICES	-	-	-	37,200
4000 TRAVEL & PER DIEM	-	-	-	1,300
4100 COMMUNICATIONS	10,359	600	600	-
4200 FREIGHT & POSTAGE	31	-	-	-
4400 RENTAL & LEASES	8,261	10,000	10,000	8,000
4500 LIABILITY & CASUALTY INSURANCE	49,500	-	-	-
4600 REPAIR AND MAINTENANCE	19,580	25,000	25,000	15,000
4650 VEHICLE MAINTENANCE	23,914	25,000	25,000	25,000
4700 PRINTING AND BINDING	2,285	3,000	3,000	3,000
4902 LEGAL ADVERTISING	29	-	-	-
4950 EMS BILLING EXPENSES	40,962	46,000	46,000	40,000
5100 OFFICE SUPPLIES	-	600	300	500
5200 OPERATING SUPPLIES	123,783	122,080	122,000	132,000
5250 FUEL & GASOLINE	25,764	26,000	26,000	20,000
5500 TRAINING	7,730	8,000	8,000	8,000
TOTAL	312,198	266,280	265,900	290,000
CAPITAL OUTLAY:				
6200 BUILDINGS	-	-	-	-
6300 IMPROV OTHER THAN BUILDING	-	-	-	-
6400 EQUIPMENT	61,794	604,875	604,875	194,495
TOTAL	61,794	604,875	604,875	194,495
TRANSFERS:				
9300 TRANSFER TO GRANT FUND	-	25,454	25,454	-
TOTAL	-	25,454	25,454	-
TOTAL COST	5,131,094	5,970,642	5,970,262	5,217,320

**CITY OF APOPKA
EMERGENCY MEDICAL SERVICES**

STAFFING ANALYSIS

NUMBER OF FULL-TIME/PART-TIME PERSONNEL

<u>POSITION</u>	<u>2015</u>	<u>2016</u>	<u>2017</u>
CAPTAIN	3	3	3
LIEUTENANT	12	12	12
ENGINEER	7	7	8
EMS/FIREFIGHTER	20	20	20
TOTAL	42	42	43

CAPITAL OUTLAY

6200 - Buildings		0
	Total Building	\$ -
6400 - Equipment		
Replacement Ambulance		170,000
Stryker Power Load Stretcher for New Ambulance		24,495
	Total Equipment	\$ 194,495
Total Capital Outlay		\$ 194,495

**CITY OF APOPKA
POLICE CHIEF**

The Apopka Police Department and its individual members will, without favor or prejudice, work cooperatively with the public to provide a safe community and strive to heighten the quality of life for all its citizens. The Police Chief's Office is responsible for the police administration, patrol and investigations.

FISCAL YEAR	CLASSIFICATION	TOTAL COST
2015	ACTUAL	1,839,760
2016	BUDGET	1,783,862
2016	ESTIMATE	1,746,017
2017	ADOPTED	1,992,601

GOALS:

- Provide programs that promote police operations by utilizing proper managerial and supervisory skills.
- Continue seeking all available grant opportunities.
- To insure the community receives the highest caliber police officer capable of performing to their expectations.
- To provide a safe, respectable and high quality community.

PERFORMANCE MEASURES:

	Actual FY 2014	Actual FY 2015	Estimated FY 2016	%age Change
Red Light Notice of Violation Issued	22,283	30,720	34,000	10.7%
Code Enforcement Cases	880	631	566	-10.3%
In-House Contact Training Hours	2,250	2,950	4,049	37.3%
Outside Courses Attended	104	125	93	-25.6%

**CITY OF AOPKA
POLICE CHIEF**

LINE ITEM DETAIL

	<u>2015</u>	<u>2016</u>	<u>2016</u>	<u>2017</u>
	<u>ACTUAL</u>	<u>BUDGET</u>	<u>ESTIMATE</u>	<u>ADOPTED</u>
PERSONNEL COSTS:				
1200 REGULAR SALARIES AND WAGES	380,104	181,045	203,000	305,655
1210 LONGEVITY PAY	5,615	800	800	470
1225 PROFICIENCY PAY	1,505	1,500	1,500	1,500
1400 OVERTIME	2,167	500	500	500
1500 SPECIAL PAY	1,980	1,440	1,440	3,000
1600 OTHER REIMBURSED ALLOWANCES	-	534	534	534
2100 F.I.C.A.	17,771	13,540	13,540	23,842
2200 RETIREMENT CONTRIBUTION	119,245	38,080	38,080	70,603
2300 LIFE AND HEALTH INSURANCE	14,580	29,774	29,774	37,133
2400 WORKERS COMPENSATION	5,700	2,249	2,249	564
TOTAL	548,667	269,462	291,417	443,801
SUPPLIES AND OTHER SERVICES:				
3100 PROFESSIONAL SERVICES	70,400	48,800	48,000	50,300
3400 OTHER CONTRACTUAL SERVICES	1,110,158	1,350,000	1,300,000	1,350,000
4000 TRAVEL & PER DIEM	535	1,600	1,600	5,500
4100 COMMUNICATIONS	2,731	-	-	-
4200 FREIGHT & POSTAGE	8,041	9,000	9,000	10,000
4300 UTILITIES	23,041	28,000	28,000	23,000
4500 LIABILITY & CASUALTY INSURANCE	4,470	-	-	-
4600 REPAIR AND MAINTENANCE	8,140	10,000	1,000	36,500
4650 VEHICLE MAINTENANCE	6,888	4,500	4,500	10,000
4700 PRINTING AND BINDING	958	1,750	1,750	1,750
4900 OTHER CHARGES	-	2,000	2,000	1,000
4902 LEGAL ADVERTISING	78	1,000	1,000	500
5100 OFFICE SUPPLIES	2,945	3,000	3,000	2,500
5200 OPERATING SUPPLIES	4,412	4,000	4,000	5,000
5250 FUEL & GASOLINE	10,769	8,500	8,500	8,500
5400 BOOKS, PUBS, SUBS & MEMBERSHIPS	877	1,500	1,500	3,500
5500 TRAINING	525	750	750	40,750
TOTAL	1,254,968	1,474,400	1,414,600	1,548,800
CAPITAL OUTLAY:				
6200 BUILDINGS	-	-	-	-
6300 IMPROV OTHER THAN BUILDING	-	-	-	-
6400 EQUIPMENT	36,125	40,000	40,000	-
TOTAL	36,125	40,000	40,000	-
TOTAL COST	1,839,760	1,783,862	1,746,017	1,992,601

**CITY OF APOPKA
POLICE CHIEF**

STAFFING ANALYSIS

NUMBER OF FULL-TIME/PART-TIME PERSONNEL

<u>POSITION</u>	<u>2015</u>	<u>2016</u>	<u>2017</u>
POLICE CHIEF	1	1	1
ADMIN ASST TO THE POLICE CHIEF	0	1	1
DEPUTY POLICE CHIEF*	2	0	0
CODE ENFORCEMENT OFFICER*	2	0	0
POLICE LIEUTENANT**	0	0	1
SECRETARY III	1	0	0
TOTAL	6	2	3

* Position was moved to Support Services

* Position was moved from Field Services

CAPITAL OUTLAY

6200 - Buildings	<u>\$ -</u>
6400 - Equipment	
Total Equipment	<u>\$ -</u>
Total Capital Outlay	<u><u>\$ -</u></u>

**CITY OF APOPKA
POLICE FIELD SERVICES**

The Apopka Police Department and its individual members will, without favor or prejudice, provide the citizens with a safe community. This division is responsible for the day-to-day enforcement of all state and local laws and for the protection of lives and property.

FISCAL YEAR	CLASSIFICATION	TOTAL COST
2015	ACTUAL	6,729,196
2016	BUDGET	7,677,711
2016	ESTIMATE	7,686,411
2017	ADOPTED	7,666,283

GOALS:

- Arrest law violators to ensure compliance with local and state laws.
- Conduct initial investigations into reported crimes: documenting the results.
- Conduct highly visible preventative crime patrols.
- Conduct traffic stops to ensure compliance with local and state traffic laws.

PERFORMANCE MEASURES:

	Actual FY 2014	Actual FY 2015	Estimated FY 2016	%age Change
Total # of sworn officers	90	90	97	1.20%
# of officers assigned to Traffic	3	4	4	25.00%
# of calls/responses	50,708	49,907	55,233	0.00%
# traffic citations	188	2180	1955	0.04%
DUI Arrests	94	101	99	0.97%
# of arrests	1505	1361	1269	0.07%

**CITY OF APOPKA
POLICE FIELD SERVICES**

LINE ITEM DETAIL

	<u>2015</u> <u>ACTUAL</u>	<u>2016</u> <u>BUDGET</u>	<u>2016</u> <u>ESTIMATE</u>	<u>2017</u> <u>ADOPTED</u>
PERSONNEL COSTS:				
1200 REGULAR SALARIES AND WAGES	3,614,296	4,152,967	4,152,967	4,043,879
1210 LONGEVITY PAY	30,030	17,053	17,053	11,915
1225 PROFICIENCY PAY	19,053	21,500	21,500	15,007
1400 OVERTIME	261,900	181,000	181,000	181,000
1500 SPECIAL PAY	44,261	46,905	46,905	34,575
1600 OTHER REIMBURSED ALLOWANCES	-	-	-	1,460
2100 F.I.C.A.	288,522	334,960	334,960	328,019
2200 RETIREMENT CONTRIBUTION	1,040,323	1,074,062	1,074,062	1,039,996
2300 LIFE AND HEALTH INSURANCE	479,790	706,166	706,166	673,851
2400 WORKERS COMPENSATION	63,900	73,698	73,698	10,231
TOTAL	5,842,075	6,608,311	6,608,311	6,339,933
SUPPLIES AND OTHER SERVICES:				
3100 PROFESSIONAL SERVICES	7,294	3,000	3,000	5,250
3400 OTHER CONTRACTUAL SERVICES	-	-	-	1,500
4000 TRAVEL & PER DIEM	6,086	6,500	6,500	7,500
4100 COMMUNICATIONS	46,185	5,100	5,000	2,600
4500 LIABILITY & CASUALTY INSURANCE	66,600	-	-	-
4600 REPAIR AND MAINTENANCE	13,503	28,400	28,000	31,000
4650 VEHICLE MAINTENANCE	112,261	125,000	125,000	125,000
4700 PRINTING AND BINDING	4,125	5,000	5,000	2,500
5100 OFFICE SUPPLIES	4,614	6,000	6,000	7,500
5200 OPERATING SUPPLIES	148,137	200,900	200,000	185,000
5250 FUEL & GASOLINE	175,904	200,000	200,000	176,000
5400 BOOKS, PUBS, SUBS & MEMBERSHIPS	537	3,600	3,600	4,500
5450 POLICE-SPECIAL EDUCATION	14,756	1,000	1,000	-
5500 TRAINING	3,119	-	-	-
TOTAL	603,121	584,500	583,100	548,350
CAPITAL OUTLAY:				
6300 IMPROV OTHER THAN BUILDING	-	-	-	-
6400 EQUIPMENT	284,000	484,900	495,000	778,000
TOTAL	284,000	484,900	495,000	778,000
TOTAL COST	6,729,196	7,677,711	7,686,411	7,666,283

**CITY OF APOPKA
POLICE FIELD SERVICES**

STAFFING ANALYSIS

NUMBER OF FULL-TIME/PART-TIME PERSONNEL

<u>POSITION</u>	<u>2015</u>	<u>2016</u>	<u>2017</u>
POLICE CAPTAIN	1	1	2
POLICE LIEUTENANT	3	3	3
POLICE SARGEANT	7	7	6
POLICE LEAD OFFICER	0	0	6
POLICE OFFICER	53	60	51
TOTAL	64	71	68

CAPITAL OUTLAY

6200 - Building	\$ -
6400 - Equipment	
Laser Mapping System	\$ 100,000
Equipment for New Officers (5 Officers)	246,000
Police Vehicle Purchase (SUV) (5)	190,000
Police Vehicle Purchase (Escape) (2)	66,000
Police Vehicle Purchase (Interceptor Sedan) (4)	144,000
Traffic Analyzer	12,000
Vericom Roadway Analyser	10,000
Speed Trailers (1)	10,000
Total Equipment	<u>\$ 778,000</u>
Total Capital Outlay	<u>\$ 778,000</u>

**CITY OF APOPKA
POLICE SUPPORT SERVICES**

The Apopka Police Department and its individual members will, without favor or prejudice, provide the citizens with a safe community. This division is responsible for investigating major crimes against persons and/or property in addition to handling of narcotic investigations.

FISCAL YEAR	CLASSIFICATION	TOTAL COST
2015	ACTUAL	3,848,046
2016	BUDGET	4,045,944
2016	ESTIMATE	4,050,394
2017	ADOPTED	5,027,801

GOALS:

- Assign all felony cases and specific misdemeanor cases for follow-up
- Respond to extensive crime scenes and document. Photograph, collect and submit evidence.
- Maintain records documenting delivery of police services and the reporting of crime.
- Provide Uniform Crime Reporting to assist in identifying and addressing crime trends.

PERFORMANCE MEASURES:

	Actual FY 2014	Actual FY 2015	Estimated FY 2016	%age Change
Violent Offenses	370	142	184	29.6%
Property Offenses	1507	1624	1968	21.2%
Domestic Violence Offenses	249	382	334	-12.6%
Cases Assigned to CID	454	439	1152	162.4%

**CITY OF APOPKA
POLICE SUPPORT SERVICES**

LINE ITEM DETAIL

	<u>2015</u> <u>ACTUAL</u>	<u>2016</u> <u>BUDGET</u>	<u>2016</u> <u>ESTIMATE</u>	<u>2017</u> <u>ADOPTED</u>
PERSONNEL COSTS:				
1200 REGULAR SALARIES AND WAGES	2,219,916	2,439,400	2,439,400	3,066,562
1210 LONGEVITY PAY	68,533	11,453	11,453	11,227
1225 PROFICIENCY PAY	9,848	10,500	10,500	13,002
1400 OVERTIME	156,155	80,000	80,000	80,000
1500 SPECIAL PAY	24,970	26,283	26,283	30,608
1600 OTHER REIMBURSED ALLOWANCES	135	7,500	7,500	10,363
2100 F.I.C.A.	182,708	195,354	195,354	245,700
2200 RETIREMENT CONTRIBUTION	591,471	567,645	567,645	708,764
2300 LIFE AND HEALTH INSURANCE	303,600	403,033	403,033	465,529
2400 WORKERS COMPENSATION	27,600	33,226	33,226	9,046
TOTAL	3,584,936	3,774,394	3,774,394	4,640,801
SUPPLIES AND OTHER SERVICES:				
3100 PROFESSIONAL SERVICES	4,547	3,500	3,500	5,000
4000 TRAVEL & PER DIEM	2,661	6,750	6,700	6,750
4100 COMMUNICATIONS	18,712	10,000	10,000	10,000
4400 RENTAL & LEASES	4,200	13,000	13,000	13,000
4500 LIABILITY & CASUALTY INSURANCE	28,110	-	-	-
4600 REPAIR AND MAINTENANCE	13,014	11,400	11,400	19,250
4650 VEHICLE MAINTENANCE	28,221	31,000	31,000	21,500
4700 PRINTING AND BINDING	1,506	2,000	2,000	2,000
4902 LEGAL ADVERTISING	-	400	400	500
4904 OTHER - CLOTHING ALLOWANCE	6,450	-	-	-
5100 OFFICE SUPPLIES	3,355	4,000	4,000	5,000
5200 OPERATING SUPPLIES	82,130	30,000	30,000	24,500
5250 FUEL & GASOLINE	37,494	38,000	38,000	38,000
5400 BOOKS, PUBS, SUBS & MEMBERSHIPS	787	1,500	1,500	2,500
5450 POLICE-SPECIAL EDUCATION	3,420	-	-	-
5500 TRAINING	6,631	-	-	-
TOTAL	241,238	151,550	151,500	148,000
CAPITAL OUTLAY:				
6300 IMPROV OTHER THAN BUILDING	-	-	-	-
6400 EQUIPMENT	21,872	120,000	120,000	233,000
TOTAL	21,872	120,000	120,000	233,000
TRANSFERS:				
9150 Transfer to Grant Fund (City Match BPV)	-	-	4,500	6,000
TOTAL COST	3,848,046	4,045,944	4,050,394	5,027,801

**CITY OF APOPKA
POLICE SUPPORT SERVICES**

STAFFING ANALYSIS

NUMBER OF FULL-TIME/PART-TIME PERSONNEL

<u>POSITION</u>	<u>2015</u>	<u>2016</u>	<u>2017</u>
POLICE CAPTAIN	2	3	3
POLICE SARGEANT	5	4	4
POLICE OFFICER	16	17	17
POLICE LIEUTENANT	2	2	2
CRIME ANALYST	1	1	1
PROPERTY AND EVIDENCE TECH	2	2	2
FORENSIC SCIENCE TECH	1	1	1
CODE ENFORCEMENT OFFICER	2	2	2
RECORDS SUPERVISOR	1	1	1
RECORDS CLERK	3	3	3
TRAFFIC CITATION SPECIALIST	0	0	2
CODE ENFORCEMENT SECRETARY	0	1	1
SECRETARY II	0	1	1
SECRETARY III	1	1	1
TOTAL	36	39	41

CAPITAL OUTLAY

6200 - Building	<u>\$ -</u>
6400 - Equipment	
Police Vehicle Purchase Canine (Interceptor Sedan)	\$ 40,000
Police Vehicle Purchase (CID unmarked)	32,000
Police Vehicle Purchase (CID unmarked)	32,000
Police Vehicle Crime Scene Van	40,000
Metal Carport	20,000
Digital Media Software	30,000
Evidence Room Air Purifier	30,000
Blue Team Software	9,000
	<u>\$ 233,000</u>
Total Capital Outlay	\$ 233,000

**CITY OF APOPKA
CROSSING GUARDS**

The Apopka Police Department and its individual members will, without favor or prejudice, provide the citizens with a safe community. This division is responsible for caring for the safety of children at street and other crossings.

FISCAL YEAR	CLASSIFICATION	TOTAL COST
2015	ACTUAL	74,072
2016	BUDGET	96,161
2016	ESTIMATE	95,911
2017	ADOPTED	126,011

GOALS:

- Ensure the safety of children at busy intersects throughout the city.
- Observe and report any incidents or conditions that present a potential safety hazard.
- Help children develop the skills to cross streets safely at all times.
- Discourage children from behaving unsafely near traffic.

PERFORMANCE MEASURES:

	Actual FY 2014	Actual FY 2015	Estimated FY 2016	%age Change
# of Crossing Guards	13	13	13	0%

**CITY OF APOPKA
CROSSING GUARDS**

LINE ITEM DETAIL

	<u>2015</u> <u>ACTUAL</u>	<u>2016</u> <u>BUDGET</u>	<u>2016</u> <u>ESTIMATE</u>	<u>2017</u> <u>ADOPTED</u>
PERSONNEL COSTS:				
1300 OTHER SALARIES AND WAGES	66,605	86,050	86,050	114,500
1210 LONGEVITY PAY	-			-
2100 F.I.C.A.	5,095	6,583	6,583	8,759
2400 WORKERS COMPENSATION	1,100	1,278	1,278	252
TOTAL	72,800	93,911	93,911	123,511
SUPPLIES AND OTHER SERVICES:				
4500 LIABILITY & CASUALTY INSURANCE	1,125	-	-	-
5200 OPERATING SUPPLIES	147	2,250	2,000	2,500
TOTAL	1,272	2,250	2,000	2,500
TOTAL COST	74,072	96,161	95,911	126,011

**CITY OF APOPKA
CROSSING GUARDS**

STAFFING ANALYSIS

NUMBER OF FULL-TIME/PART-TIME PERSONNEL

<u>POSITION</u>	<u>2015</u>	<u>2016</u>	<u>2017</u>
SEASONAL CROSSING GUARDS	13	13	13
TOTAL	13	13	13

CAPITAL OUTLAY

6200 - Building	\$ -
6400 - Equipment	\$ -
Total Capital Outlay	\$ -

CITY OF APOPKA DISPATCH

The Dispatch Division provides efficient, effective and courteous 9-1-1 call processing, emergency and non-emergency dispatch services and radio support to the citizens of Apopka and contract communities. The Dispatch Division is responsible for answering 9-1-1 phone calls and determining the type of assistance needed.

FISCAL YEAR	CLASSIFICATION	TOTAL COST
2015	ACTUAL	2,353,070
2016	BUDGET	2,522,362
2016	ESTIMATE	2,521,562
2017	ADOPTED	5,164,509

GOALS:

- Provide communications with Citizens requiring Fire and/or Police assistance. Obtain details of situation and offer pertinent responses, while maintaining a calm demeanor.
- Utilize technology to enhance the dispatch functions to improve phone answering time and responsiveness to citizen encounters/emergencies.
- Answer 911 calls within 10 seconds 98% of the time.
- Provide law enforcement and fire first responders with essential information to ensure their safety and the safety of our citizens.

PERFORMANCE MEASURES:

	Actual FY 2014	Actual FY 2015	Estimated FY 2016	%age Change
Total # of 911 calls received	72,159	65,549	65,000	-0.8%
Total # of non-emergency calls	117,195	144,164	143,761	-0.3%
# of calls dispatched to Fire Dept	5,653	7,075	7,812	10.4%
# of calls dispatched to Police Dept	133,881	117,008	100,649	-14.0%
# of hours training	24/employee	36/employee	54/employee	50.0%

**CITY OF AOPKA
DISPATCH**

LINE ITEM DETAIL

	<u>2015</u>	<u>2016</u>	<u>2016</u>	<u>2017</u>	
	<u>ACTUAL</u>	<u>BUDGET</u>	<u>ESTIMATE</u>	<u>ADOPTED</u>	
PERSONNEL COSTS:					
1200	REGULAR SALARIES AND WAGES	910,988	865,885	865,885	1,117,382
1210	LONGEVITY PAY	4,940	4,215	4,215	3,753
1225	PROFICIENCY PAY	31,251	-	-	-
1400	OVERTIME	184,394	45,000	45,000	45,000
1500	SPECIAL PAY	-	3,000	3,000	-
1600	OTHER REIMBURSED ALLOWANCES	5	480	480	480
2100	F.I.C.A.	82,250	70,042	70,042	89,246
2200	RETIREMENT CONTRIBUTION	174,858	155,763	155,763	191,252
2300	LIFE AND HEALTH INSURANCE	204,810	191,184	191,184	245,562
2400	WORKERS COMPENSATION	25,425	893	893	584
TOTAL		1,618,921	1,336,462	1,336,462	1,693,259
SUPPLIES AND OTHER SERVICES:					
3100	PROFESSIONAL SERVICES	540	1,500	1,500	2,250
3400	OTHER CONTRACTUAL SERVICES	-	3,000	3,000	3,000
4000	TRAVEL & PER DIEM	496	1,000	1,000	3,400
4100	COMMUNICATIONS	38,962	12,600	12,600	11,400
4200	FREIGHT & POSTAGE	26	-	-	-
4300	UTILITY SERVICES	24,271	25,000	25,000	-
4500	LIABILITY & CASUALTY INSURANCE	22,290	-	-	-
4600	REPAIR AND MAINTENANCE	560,449	572,800	572,000	630,500
5100	OFFICE SUPPLIES	4,508	3,000	3,000	4,600
5200	OPERATING SUPPLIES	3,412	5,000	5,000	4,000
5400	BOOKS, PUBS, SUBS & MEMBERSHIPS	-	1,750	1,750	3,500
5500	TRAINING	165	9,250	9,250	8,600
TOTAL		655,119	634,900	634,100	671,250
CAPITAL OUTLAY:					
6300	IMPROV OTHER THAN BUILDING	-	-	-	-
6400	EQUIPMENT	79,030	551,000	551,000	2,800,000
TOTAL		79,030	551,000	551,000	2,800,000
TOTAL COST		2,353,070	2,522,362	2,521,562	5,164,509

**CITY OF AOPKA
DISPATCH**

STAFFING ANALYSIS

NUMBER OF FULL-TIME/PART-TIME PERSONNEL

<u>POSITION</u>	<u>2015</u>	<u>2016</u>	<u>2017</u>
DIRECTOR OF COMMUNICATIONS	1	1	1
COMMUNICATIONS SUPERVISOR	1	0	0
LEAD COMMUNICATIONS TECHNICIAN	2	4	4
COMMUNICATIONS TECHNICIAN	23	18	20
TOTAL	27	23	25

CAPITAL OUTLAY

6300 - Infrastructure	\$ -
6400 - Equipment	
2nd Tower Site/Simulcast System	2,800,000
	\$ 2,800,000
Total Capital Outlay	\$ 2,800,000

**CITY OF APOPKA
PARK RANGERS**

The Apopka Police Department and its individual members will, without favor or prejudice, provide the citizens with a safe community. This division is responsible for caring for the safety in City Parks and surrounding areas. Responsibility was previously provided for in the Recreation Department.

FISCAL YEAR	CLASSIFICATION	TOTAL COST
2015	ACTUAL	-
2016	BUDGET	-
2016	ESTIMATE	-
2017	ADOPTED	102,350

GOALS:

- Maintain safety in City Parks and surrounding areas.
- Monitor conditions in city parks that promote clean and safe environment.

PERFORMANCE MEASURES:

	Actual FY 2014	Actual FY 2015	Estimated FY 2016	%age Change
Number of City Parks	7	7	7	0%
Acreage Monitored	265	265	265	0%

**CITY OF APOPKA
PARK RANGERS**

LINE ITEM DETAIL

	<u>2015</u> <u>ACTUAL</u>	<u>2016</u> <u>BUDGET</u>	<u>2016</u> <u>ESTIMATE</u>	<u>2017</u> <u>ADOPTED</u>
PERSONNEL COSTS:				
1200 REGULAR SALARIES AND WAGES				16,800
1300 OTHER SALARIES AND WAGES				49,020
1400 OVERTIME				6,000
1210 LONGEVITY PAY				40
2100 F.I.C.A.				5,497
2200 RETIREMENT CONTRIBUTION				2,097
2300 LIFE AND HEALTH INSURANCE				7,934
2400 WORKERS COMPENSATION				462
TOTAL	-	-	-	87,850
SUPPLIES AND OTHER SERVICES:				
4500 LIABILITY & CASUALTY INSURANCE				-
5200 OPERATING SUPPLIES				2,500
TOTAL	-	-	-	2,500
CAPITAL OUTLAY:				
6400 EQUIPMENT				12,000
TOTAL	-	-	-	12,000
TOTAL COST	-	-	-	102,350

**CITY OF APOPKA
PARK RANGERS**

STAFFING ANALYSIS

NUMBER OF FULL-TIME/PART-TIME PERSONNEL

<u>POSITION</u>	<u>2015</u>	<u>2016</u>	<u>2017</u>
PARK RANGERS FT			1
PARK RANGERS PT			3
TOTAL	0	0	4

Positions were moved from RecreationDept

CAPITAL OUTLAY

6200 - Building		\$ -
6400 - Equipment All Terrain Vehicle		\$ 12,000
Total Capital Outlay		\$ 12,000

**CITY OF AOPKA
FACILITIES MAINTENANCE**

The Facilities Maintenance Division is responsible for the maintaining a safe and pleasant environment for City employees and the public. This division is a service unit which is responsible for the cleaning, maintenance and minor renovations of all City facilities.

FISCAL YEAR	CLASSIFICATION	TOTAL COST
2015	ACTUAL	490,103
2016	BUDGET	967,798
2016	ESTIMATE	943,571
2017	ADOPTED	651,753

GOALS:

- Establish a pro-active Facility Maintenance program that focuses on preventative maintenance in an effort to
- Respond to service order requests in a timely manner.
- Ensure quality of work performed by outside vendors. Follow up by inspecting contracted jobs.

PERFORMANCE MEASURES:

	Actual FY 2014	Actual FY 2015	Estimated FY 2016	%age Change
# of service orders received	560	604	604	0.0%
Average time to complete service order (hours)	3	2	2	0.0%
# of Contracts overseen	9	1	3	200.0%

**CITY OF AOPKA
FACILITIES MAINTENANCE**

LINE ITEM DETAIL

	<u>2015</u> <u>ACTUAL</u>	<u>2016</u> <u>BUDGET</u>	<u>2016</u> <u>ESTIMATE</u>	<u>2017</u> <u>ADOPTED</u>
PERSONNEL COSTS:				
1200 REGULAR SALARIES AND WAGES	53,081	65,220	65,220	72,604
1210 LONGEVITY PAY	245	310	310	387
1400 OVERTIME	61	1,200	1,200	1,200
2100 F.I.C.A.	3,976	5,013	5,013	5,676
2200 RETIREMENT CONTRIBUTION	10,075	10,747	10,747	11,970
2300 LIFE AND HEALTH INSURANCE	14,100	29,774	29,774	16,915
2400 WORKERS COMPENSATION	2,000	1,127	1,127	4,867
		-		
TOTAL	83,538	113,391	113,391	113,619
SUPPLIES AND OTHER SERVICES:				
3400 OTHER CONTRACTUAL SERVICES	34,980	40,680	40,680	58,164
4000 TRAVEL & PER DIEM	757	-	-	-
4100 COMMUNICATIONS		840	-	840
4300 UTILITY SERVICES	171,626	177,000	172,000	177,000
4500 LIABILITY & CASUALTY INSURANCE	11,490	-	-	-
4600 REPAIR AND MAINTENANCE	131,782	215,962	200,000	189,455
4650 VEHICLE MAINTENANCE	1,193	1,000	400	1,000
4900 OTHER CHARGES	10,472	10,375	11,200	10,375
5200 OPERATING SUPPLIES	16,743	18,000	18,000	28,700
5250 FUEL & GASOLINE	1,281	950	900	1,500
5500 TRAINING	-	-	-	1,100
TOTAL	380,324	464,807	443,180	468,134
CAPITAL OUTLAY:				
6100 LAND	26,241	-	-	-
6200 BUILDING	-	187,000	187,000	-
6300 INFRASTRUCTURE	-	-	-	-
6400 EQUIPMENT	-	202,600	200,000	70,000
6800 INTANGIBLES	-	-	-	-
TOTAL	26,241	389,600	387,000	70,000
TOTAL COST	490,103	967,798	943,571	651,753

**CITY OF APOPKA
FACILITIES MAINTENANCE**

STAFFING ANALYSIS

NUMBER OF FULL-TIME/PART-TIME PERSONNEL

<u>POSITION</u>	<u>2015</u>	<u>2016</u>	<u>2017</u>
SENIOR PROJECT COORDINATOR	1	1	1
FACILITIES MAINTENANCE WORKER I	1	1	1
TOTAL	2	2	2

CAPITAL OUTLAY

6200 - Building	\$ -
6400 - Equipment	
A/C Replacements (5)	\$ 35,000
CNG F-150	35,000
	<u>\$ 70,000</u>
Total Capital Outlay	\$ 70,000

**CITY OF AOPKA
FLEET MAINTENANCE**

The Fleet Division is responsible for the maintenance and repair of all City vehicles and motorized equipment. This division is also responsible for preparing bids for the acquisition of vehicles and motorized equipment for the City.

FISCAL YEAR	CLASSIFICATION	TOTAL COST
2015	ACTUAL	1,112,285
2016	BUDGET	1,031,111
2016	ESTIMATE	1,026,971
2017	ADOPTED	1,119,656

GOALS:

- Establish a Facility Maintenance Program to address preventative maintenance in an effort to minimize large
- Respond to service order requests in a timely manner.
- Ensure quality of work performed by outside vendors. Follow up by inspecting contracted jobs.

PERFORMANCE MEASURES:

	Actual FY 2014	Actual FY 2015	Estimated FY 2016	%age Change
# of service orders received	560	600	650	8.3%
Average time to complete service order (hours)	3	3	4	33.3%
# of Contracts overseen	9	10	15	50.0%

**CITY OF AOPKA
FLEET MAINTENANCE**

LINE ITEM DETAIL

	<u>2015</u>	<u>2016</u>	<u>2016</u>	<u>2017</u>
	<u>ACTUAL</u>	<u>BUDGET</u>	<u>ESTIMATE</u>	<u>ADOPTED</u>
PERSONNEL COSTS:				
1200 REGULAR SALARIES AND WAGES	614,347	631,469	631,469	688,621
1210 LONGEVITY PAY	3,755	3,985	3,985	2,629
1400 OVERTIME	17,186	25,688	25,688	25,688
1600 OTHER REIMBURSED ALLOWANCES	5	480	480	481
2100 F.I.C.A.	45,776	50,614	50,614	54,883
2200 RETIREMENT CONTRIBUTION	100,781	108,506	108,506	117,655
2300 LIFE AND HEALTH INSURANCE	84,150	110,969	110,969	118,814
2400 WORKERS COMPENSATION	8,700	8,260	8,260	10,690
TOTAL	874,700	939,971	939,971	1,019,461
SUPPLIES AND OTHER SERVICES:				
3400 OTHER CONTRACTUAL SERVICES	1,596	-	-	780
4000 TRAVEL & PER DIEM	1,906	2,500	2,000	5,000
4100 COMMUNICATIONS	1,276	650	-	1,290
4200 FREIGHT & POSTAGE	483	500	500	500
4300 UTILITY SERVICES	8,370	8,025	8,000	8,025
4400 RENTAL & LEASES	1,071	-	-	-
4500 LIABILITY & CASUALTY INSURANCE	12,600	-	-	-
4600 REPAIR AND MAINTENANCE	18,707	35,500	34,500	30,000
4650 VEHICLE MAINTENANCE	3,781	3,500	5,000	7,000
4902 LEGAL ADVERTISING	336	-	-	-
5100 OFFICE SUPPLIES	936	1,350	1,000	1,350
5200 OPERATING SUPPLIES	26,712	30,357	30,000	27,000
5250 FUEL & GASOLINE	3,434	3,963	2,000	3,800
5400 BOOKS, PUBS, SUBS & MEMBERSHIPS	138	1,100	1,000	1,450
5500 TRAINING	2,351	3,695	3,000	3,250
TOTAL	83,697	91,140	87,000	89,445
CAPITAL OUTLAY:				
6300 INFRASTRUCTURE	153,888	-	-	-
6400 EQUIPMENT	-	-	-	10,750
6800 INTANGIBLES	-	-	-	-
TOTAL	153,888	-	-	10,750
TOTAL COST	1,112,285	1,031,111	1,026,971	1,119,656

**CITY OF APOPKA
FLEET MAINTENANCE**

STAFFING ANALYSIS

NUMBER OF FULL-TIME/PART-TIME PERSONNEL

<u>POSITION</u>	<u>2015</u>	<u>2016</u>	<u>2017</u>
FLEET SUPERINTENDENT	1	1	1
PURCHASING AND SUPPLY SPECIALIST	1	1	1
FLEET FOREMAN	1	1	1
EQUIPMENT MECHANIC	8	8	10
TOTAL	11	11	13

CAPITAL OUTLAY

6200 - Building	\$ -
6400 - Equipment	
Vehicle Lift Replacement	\$ 10,750
	<u>\$ 10,750</u>
Total Capital Outlay	\$ 10,750

CITY OF AOPKA CEMETERY

The Cemetery Division provides maintenance and beautification of the City Cemetery along with marking, identifying and maintaining the sites within the facility. Maintenance consists of cutting and trimming of grass areas, shrubs, trees and the placement of landscaping material as well as the application of fertilizers, insecticides and herbicides that may be required.

FISCAL YEAR	CLASSIFICATION	TOTAL COST
2015	ACTUAL	114,294
2016	BUDGET	142,629
2016	ESTIMATE	120,139
2017	ADOPTED	149,759

GOALS:

- To continue to improve safety
- To continue to educate our employees
- To improve the overall appearance of the cemetery

PERFORMANCE MEASURES:

	Actual FY 2014	Actual FY 2015	Estimated FY 2016	%age Change
# of mowings	52	52	52	0%
# of fertilize/insecticide treatments	2	2	4	100%

**CITY OF APOPKA
CEMETERY**

LINE ITEM DETAIL

	<u>2015</u>	<u>2016</u>	<u>2016</u>	<u>2017</u>
	<u>ACTUAL</u>	<u>BUDGET</u>	<u>ESTIMATE</u>	<u>ADOPTED</u>
PERSONNEL COSTS:				
1200 REGULAR SALARIES AND WAGES	61,182	62,792	62,792	67,556
1210 LONGEVITY PAY	98	168	168	183
1400 OVERTIME	734	4,536	4,536	4,536
2100 F.I.C.A.	4,589	5,163	5,163	5,529
2200 RETIREMENT CONTRIBUTION	9,843	11,069	11,069	11,853
2300 LIFE AND HEALTH INSURANCE	15,330	20,176	20,176	18,513
2400 WORKERS COMPENSATION	2,000	1,785	1,785	22,564
TOTAL	93,776	105,689	105,689	130,734
SUPPLIES AND OTHER SERVICES:				
3100 PROFESSIONAL SERVICES	-	-	-	-
4100 COMMUNICATIONS	607	-	-	-
4300 UTILITY SERVICES	1,909	1,400	1,900	1,850
4500 LIABILITY & CASUALTY INSURANCE	1,500	-	-	-
4600 REPAIR AND MAINTENANCE	2,740	7,500	2,500	6,000
4650 VEHICLE MAINTENANCE	2,303	2,500	2,500	2,500
5100 OFFICE SUPPLIES	-	50	50	50
5200 OPERATING SUPPLIES	8,002	6,790	5,000	5,000
5250 FUEL & GASOLINE	3,457	3,700	2,500	3,625
TOTAL	20,518	21,940	14,450	19,025
CAPITAL OUTLAY:				
6300 IMPROV. OTHER THAN BUILDINGS	-	-	-	-
6400 EQUIPMENT	-	15,000	-	-
TOTAL	-	15,000	-	-
TOTAL COST	114,294	142,629	120,139	149,759

**CITY OF APOPKA
CEMETERY**

STAFFING ANALYSIS

NUMBER OF FULL-TIME/PART-TIME PERSONNEL

<u>POSITION</u>	<u>2015</u>	<u>2016</u>	<u>2017</u>
CEMETERY SEICIALIST	1	1	1
CARETAKER II	1	1	1
TOTAL	2	2	2

CAPITAL OUTLAY

6200 - Building	\$ -
6400 - Equipment	
	<hr/>
	\$ -
Total Capital Outlay	\$ -

**CITY OF AOPKA
 GROUNDS MAINTENANCE**

The Grounds Division maintains over 500 acres of parks, athletic fields, city facilities and medians. This division also provides assistance with various community sponsored events that occur within the city. In conjunction with the Recreation Department, the division sponsors the annual Arbor Day Program.

FISCAL YEAR	CLASSIFICATION	TOTAL COST
2015	ACTUAL	741,046
2016	BUDGET	1,159,201
2016	ESTIMATE	964,792
2017	ADOPTED	925,508

GOALS:

- Improve safety
- Better educate employees on Best Management Practices
- Continue to improve on our scheduling for mowing ROW & Facilities
- Maximize productivity with proper equipment and manpower

PERFORMANCE MEASURES:

	Actual FY 2014	Actual FY 2015	Estimated FY2016	%age Change
# of acres mowed	510	525	530	2.9%
# of events assisted	5	5	5	0.0%
# of Citizen complaints received	25	20	25	25.0%

**CITY OF AOPKA
 GROUNDS MAINTENANCE**

LINE ITEM DETAIL

	<u>2015</u>	<u>2016</u>	<u>2016</u>	<u>2017</u>
	<u>ACTUAL</u>	<u>BUDGET</u>	<u>ESTIMATE</u>	<u>ADOPTED</u>
PERSONNEL COSTS:				
1200 REGULAR SALARIES AND WAGES	387,824	397,482	397,482	390,757
1210 LONGEVITY PAY	7,668	3,120	3,120	2,129
1300 OTHER SALARIES AND WAGES	-	3,460	3,460	-
1400 OVERTIME	7,744	10,260	10,260	10,260
2100 F.I.C.A.	30,300	31,696	31,696	30,841
2200 RETIREMENT CONTRIBUTION	64,012	67,381	67,381	66,115
2300 LIFE AND HEALTH INSURANCE	68,850	90,793	90,793	84,554
2400 WORKERS COMPENSATION	9,300	6,440	6,440	5,085
TOTAL	575,698	610,632	610,632	589,741
SUPPLIES AND OTHER SERVICES:				
3100 PROFESSIONAL SERVICES	1,974	-	-	-
4100 COMMUNICATIONS	126	199	-	-
4300 UTILITY SERVICES	22,811	17,000	18,760	18,000
4500 LIABILITY & CASUALTY INSURANCE	7,050	-	-	-
4600 REPAIR AND MAINTENANCE	5,125	9,000	5,000	7,000
4650 VEHICLE MAINTENANCE	23,346	22,000	20,500	21,000
4900 OTHER CHARGES	10,150	7,000	5,100	7,000
5100 OFFICE SUPPLIES	227	800	200	500
5200 OPERATING SUPPLIES	47,120	69,570	72,000	46,667
5216 TREE BANK EXPENDITURES	20,483	210,000	25,000	210,000
5250 FUEL & GASOLINE	19,349	25,050	20,000	23,400
5400 BOOKS, PUBS, SUBS & MEMBERSHIPS	22	1,050	1,000	-
5500 TRAINING	225	1,300	1,000	2,200
TOTAL	158,008	362,969	168,560	335,767
CAPITAL OUTLAY:				
6200 BUILDINGS	-	100,000	100,000	-
6400 EQUIPMENT	7,340	85,600	85,600	-
TOTAL	7,340	185,600	185,600	-
TOTAL COST	741,046	1,159,201	964,792	925,508

**CITY OF APOPKA
 GROUNDS MAINTENANCE**

STAFFING ANALYSIS

NUMBER OF FULL-TIME/PART-TIME PERSONNEL

<u>POSITION</u>	<u>2015</u>	<u>2016</u>	<u>2017</u>
PROGRAM SUPERVISOR	1	1	1
GROUNDS SPECIALIST	2	1	1
GROUNDS FOREMAN	1	1	1
IRRIGATION SPECIALIST	0	1	1
HORTICULTURE SPECIALIST	0	1	1
MAINTENANCE WORKER II	1	1	1
MAINTENANCE WORKER I	4	3	3
TOTAL	9	9	9

CAPITAL OUTLAY

6200 - Building	<u>\$ -</u>
6400 - Equipment	
	<u>\$ -</u>
Total Capital Outlay	\$ -

**CITY OF APOPKA
ATHLETIC COMPLEXES**

The Grounds Athletic Complexes Division is responsible for over 500 acres of parks and athletic fields. This division maintains these fields at the level required for all the city's recreational events and programs.

FISCAL YEAR	CLASSIFICATION	TOTAL COST
2015	ACTUAL	871,063
2016	BUDGET	1,061,967
2016	ESTIMATE	1,045,023
2017	ADOPTED	1,062,776

GOALS:

- Establish and maintain the athletic fields to achieve customer satisfaction to ensure maximum tournament usage.
- Investigate sponsors and grants to offset the costs of maintaining the complexes.
- Foster partnerships with community organizations that will assist with the costs for additional playground and sports equipment.

PERFORMANCE MEASURES:

	Actual FY 2014	Actual FY 2015	Estimated FY 2016	%age Change
# of softball/ baseball fields	15	15	15	0%
# of soccer fields	18	18	18	0%
# of playgrounds	5	5	5	0%
# of dog parks	3	3	3	0%

**CITY OF AOPKA
ATHLETIC COMPLEXES**

LINE ITEM DETAIL

	<u>2015</u> <u>ACTUAL</u>	<u>2016</u> <u>BUDGET</u>	<u>2016</u> <u>ESTIMATE</u>	<u>2017</u> <u>ADOPTED</u>
PERSONNEL COSTS:				
1200 REGULAR SALARIES AND WAGES	304,864	312,802	312,802	331,163
1210 LONGEVITY PAY	2,310	2,073	2,073	1,745
1300 OTHER SALARIES AND WAGES	23,160	32,300	32,300	32,300
1400 OVERTIME	13,557	11,010	11,010	23,180
2100 F.I.C.A.	24,926	27,401	27,401	29,712
2200 RETIREMENT CONTRIBUTION	50,886	53,445	53,445	44,826
2300 LIFE AND HEALTH INSURANCE	53,550	70,616	70,616	62,554
2400 WORKERS COMPENSATION	6,900	5,513	5,513	3,564
TOTAL	480,153	515,160	515,160	529,044
SUPPLIES AND OTHER SERVICES:				
3100 PROFESSIONAL SERVICES	233	-	-	-
3400 OTHER CONTRACTUAL SERVICES	-	109,062	109,062	115,062
4100 COMMUNICATIONS	379	-	-	-
4200 FREIGHT & POSTAGE	4	75	50	75
4300 UTILITY SERVICES	450	600	600	900
4400 RENTALS & LEASES	2,300	5,360	5,300	4,360
4500 LIABILITY & CASUALTY INSURANCE	5,550	-	-	-
4600 REPAIR AND MAINTENANCE	3,250	9,000	9,000	9,000
4650 VEHICLE MAINTENANCE	30,330	25,500	9,000	25,500
4900 OTHER CHARGES	446	1,000	1,000	500
5100 OFFICE SUPPLIES	51	200	200	700
5200 OPERATING SUPPLIES	313,906	260,900	260,200	190,000
5216 TREE BANK EXPENDITURES	-	7,500	7,500	7,500
5250 FUEL & GASOLINE	18,666	22,000	15,400	15,400
5400 BOOKS, PUBS, SUBS & MEMBERSHIPS	875	1,000	1,000	1,000
5500 TRAINING	1,710	2,110	2,110	1,735
TOTAL	378,150	444,307	420,422	371,732
CAPITAL OUTLAY:				
6300 INFRASTRUCTURE	-	-	-	-
6400 EQUIPMENT	12,760	102,500	109,441	162,000
TOTAL	12,760	102,500	109,441	162,000
TRANSFERS:				
9150 Transfer to Grants (City Match GameTime)	-	-	-	-
TOTAL COST	871,063	1,061,967	1,045,023	1,062,776

**CITY OF APOPKA
ATHLETIC COMPLEXES**

STAFFING ANALYSIS

NUMBER OF FULL-TIME/PART-TIME PERSONNEL

<u>POSITION</u>	<u>2015</u>	<u>2016</u>	<u>2017</u>
ATHLETICS COMPLEX SUPERVISOR	1	1	1
LEAD MAINTENANCE WORKER/ATHLETICS	1	1	1
IRRIGATION SPECIALIST	1	1	1
GROUNDS SPECIALIST	1	1	1
MAINTENANCE WORKER II	1	1	2
MAINTENANCE WORKER I	2	2	1
MAINTENANCE WORKER I (REQUESTED)	0	0	0
CUSTODIAL WORKER (REQUESTED)	0	0	0
ATHLETICS FOREMAN (REQUESTED)	0	0	0
HORTICULTURE/SPRAY SPECIALIST (REQUESTED)	0	0	0
PARKS FOREMAN (REQUESTED)	0	0	0
TOTAL	7	7	7

CAPITAL OUTLAY

6300 - Infrastructure	<u>\$ -</u>
6400 - Equipment	
Kubota Tractor	\$ 42,000
Reel Mower, Toro	38,500
F-150	29,000
Mowers 2-Z Units (2)	21,500
Workman HD Dump, Toro	18,500
John Deere Fertilizer/Spray Unit	12,500
	<u>\$ 162,000</u>
Total Capital Outlay	\$ 162,000

**CITY OF APOPKA
RECREATION ATHLETICS**

The Recreation Athletics Division is responsible for planning, developing and implementing the City's youth and adult athletic league programs. The Division works closely with outside user groups regarding facility use and also provides a variety of wholesome, high quality athletic programs, activities and athletic facilities for the residents of Apopka.

FISCAL YEAR	CLASSIFICATION	TOTAL COST
2015	ACTUAL	942,376
2016	BUDGET	1,083,083
2016	ESTIMATE	1,089,535
2017	ADOPTED	1,074,455

GOALS:

- Provide athletic programs, resources and facilities which are relevant, attractive and affordably accessible to the public
- Provide an environment that encourages educational, recreational and cultural opportunities for the citizens.
- Increase usage of the fields at Northwest by continuing to market the facility.

PERFORMANCE MEASURES:

	Actual FY 2014	Actual FY 2015	Estimated FY 2016	%age Change
# of athletic programs provided	13	18	20	11.1%
# of participants for programs	1,732	2,352	2,462	4.7%
# of athletic tournaments hosted	59	68	71	4.4%
# of participants for tournaments	27,430	34,780	36,540	5.1%

**CITY OF APOPKA
RECREATION ATHLETICS**

LINE ITEM DETAIL

	<u>2015</u> <u>ACTUAL</u>	<u>2016</u> <u>BUDGET</u>	<u>2016</u> <u>ESTIMATE</u>	<u>2017</u> <u>ADOPTED</u>
PERSONNEL COSTS:				
1200 REGULAR SALARIES AND WAGES	286,851	362,370	362,370	384,241
1210 LONGEVITY PAY	1,345	1,605	1,605	1,579
1300 OTHER SALARIES AND WAGES	68,690	71,350	71,350	43,680
1400 OVERTIME	6,757	6,000	6,000	6,000
1600 OTHER REIMBURSED ALLOWANCES	-	-	-	480
2100 F.I.C.A.	27,313	34,111	34,111	33,352
2200 RETIREMENT CONTRIBUTION	46,746	60,676	60,676	64,322
2300 LIFE AND HEALTH INSURANCE	61,260	80,705	80,705	69,611
2400 WORKERS COMPENSATION	8,400	6,979	6,979	6,036
TOTAL	507,362	623,796	623,796	609,301
SUPPLIES AND OTHER SERVICES:				
3100 PROFESSIONAL SERVICES	10,589	-	-	-
3400 OTHER CONTRACTUAL SERVICES	28,522	64,548	64,500	55,270
4100 COMMUNICATIONS	498	-	-	-
4200 FREIGHT & POSTAGE	-	700	700	500
4300 UTILITY SERVICES	194,411	181,900	181,900	193,500
4400 RENTALS & LEASES	1,815	4,000	4,000	4,000
4500 LIABILITY & CASUALTY INSURANCE	23,700	-	-	-
4600 REPAIR AND MAINTENANCE	22,826	30,000	36,500	67,700
4650 VEHICLE MAINTENANCE	6,950	6,500	6,500	5,500
4700 PRINTING CHARGES	22	-	-	-
5100 OFFICE SUPPLIES	4,215	5,000	5,000	2,500
5200 OPERATING SUPPLIES	125,443	104,579	104,579	110,094
5250 FUEL & GASOLINE	6,337	8,750	8,750	8,750
5400 BOOKS, PUBS, SUBS & MEMBERSHIPS	325	810	810	790
5500 TRAINING	900	2,000	2,000	3,550
TOTAL	426,553	408,787	415,239	452,154
CAPITAL OUTLAY:				
6300 INFRASTRUCTURE	7,302	7,500	7,500	-
6400 EQUIPMENT	1,159	43,000	43,000	13,000
TOTAL	8,461	50,500	50,500	13,000
TOTAL COST	942,376	1,083,083	1,089,535	1,074,455

**CITY OF APOPKA
RECREATION ATHLETICS**

MANPOWER ANALYSIS

NUMBER OF FULL-TIME/PART-TIME PERSONNEL

<u>POSITION</u>	<u>2015</u>	<u>2016</u>	<u>2017</u>
RECREATION MANAGER	1	1	1
LEAD RECREATION SPECIALIST	1	1	1
RECREATION SPECIALIST	1	1	1
SPORTS TOURNAMENT REC SPECIALIST	1	1	1
MAINTENANCE WORKER I	1	1	1
RECREATION LEADER II	1	1	1
RECREATION LEADER I	1	1	1
SECRETARY II	1	1	1
TOTAL	8	8	8

CAPITAL OUTLAY

6200 - Building	\$ -
6300 - Infrastructure	\$ -
6400 - Equipment	13,000
John Deere Gators (2)	\$ 13,000
Total Capital Outlay	\$ 13,000

**CITY OF APOPKA
RECREATION PROGRAMS**

The Recreation Programs Division is responsible for planning, organizing and implementing a wide variety of recreation programs and activities for the youth and adult citizens of Apopka.

FISCAL YEAR	CLASSIFICATION	TOTAL COST
2015	ACTUAL	717,026
2016	BUDGET	578,998
2016	ESTIMATE	577,575
2017	ADOPTED	564,720

GOALS:

- Provide recreational programs which are relevant, attractive and affordably accessible to the public
- Provide an environment that encourages educational, recreational and cultural opportunities for the citizens.
- To develop a quality strategic plan for the future growth in programs, services & facilities.

PERFORMANCE MEASURES:

	Actual FY 2014	Actual FY 2015	Estimated FY 2016	%age Change
# of programs provided	24	30	32	6.7%
# of participants	12,869	13,991	15,000	7.2%

**CITY OF APOPKA
RECREATION PROGRAMS**

LINE ITEM DETAIL

	<u>2015</u>	<u>2016</u>	<u>2016</u>	<u>2017</u>
	<u>ACTUAL</u>	<u>BUDGET</u>	<u>ESTIMATE</u>	<u>ADOPTED</u>
PERSONNEL COSTS:				
1200 REGULAR SALARIES AND WAGES	150,861	169,813	169,813	222,188
1210 LONGEVITY PAY	695	845	845	834
1300 OTHER SALARIES AND WAGES	68,365	71,650	71,650	88,450
1400 OVERTIME	2,457	4,200	4,200	6,600
2100 F.I.C.A.	16,148	18,858	18,858	24,333
2200 RETIREMENT CONTRIBUTION	24,374	28,677	28,677	36,576
2300 LIFE AND HEALTH INSURANCE	30,600	40,352	40,352	37,127
2400 WORKERS COMPENSATION	4,800	4,006	4,006	2,650
TOTAL	298,300	338,401	338,401	418,758
SUPPLIES AND OTHER SERVICES:				
3400 CONTRACTUAL SERVICES	4,939	17,000	17,000	60,000
4200 FREIGHT & POSTAGE	76	-	134	390
4400 RENTALS & LEASES	-	500	400	8,750
4500 LIABILITY & CASUALTY INSURANCE	3,000	-	-	-
4600 REPAIR AND MAINTENANCE	-	-	-	4,000
4650 VEHICLE MAINTENANCE	1,257	1,000	800	1,000
4700 PRINTING SERVICES	-	-	-	1,200
4800 PROMOTIONAL ADVERTISING	-	1,200	-	1,200
5200 OPERATING SUPPLIES	41,591	99,957	99,900	68,062
5250 FUEL & GASOLINE	367,863	-	-	840
5400 BOOKS, PUBS, SUBS & MEMBERSHIPS	-	520	520	200
5500 TRAINING	-	420	420	320
TOTAL	418,726	120,597	119,174	145,962
CAPITAL OUTLAY:				
6200 BUILDING	-	-	-	-
6300 INFRASTRUCTURE	-	-	-	-
6400 EQUIPMENT	-	120,000	120,000	-
TOTAL	-	120,000	120,000	-
9150 TRANSFER TO GRANT FUND	-	-	-	-
TOTAL COST	717,026	578,998	577,575	564,720

**CITY OF APOPKA
RECREATION PROGRAMS**

MANPOWER ANALYSIS

NUMBER OF FULL-TIME/PART-TIME PERSONNEL

<u>POSITION</u>	<u>2015</u>	<u>2016</u>	<u>2017</u>
RECREATION MANAGER	1	1	1
RECREATION SPECIALIST	1	1	1
RECREATION LEADER I	1	1	1
COMMUNITY RELATIONS & EVENT PLANNER*	0	1	1
MAINTENANCE WORKER II	1	1	1
TOTAL	4	5	5

* Position was moved from Community Outreach

CAPITAL OUTLAY

6200 - Building	<u>\$ -</u>
6300 - Infrastructure	<u>\$ -</u>
6400 - Equipment	<u>\$ -</u>
Total Capital Outlay	\$ -

**CITY OF AOPKA
COMMUNITY DEVELOPMENT**

Community Development is responsible for the Planning, Zoning and Engineering functions along with Economic Development and Community Redevelopment. This department is the primary contact for citizens or developers wanting to build or modify property within the City.

FISCAL YEAR	CLASSIFICATION	TOTAL COST
2015	ACTUAL	1,014,076
2016	BUDGET	1,058,837
2016	ESTIMATE	1,058,083
2017	ADOPTED	1,578,075

GOALS:

- Keep the City in compliance with current ordinances and codes, unless changed or waived by City Council.
- Maintain a process for handling development and re-development plans through the review process in a timely manner.
- Provide excellent service and accurate information.
- Provide accurate and timely engineering information on impact fees and other engineering related items.

PERFORMANCE MEASURES:

	Actual FY 2014	Actual FY 2015	Estimated FY 2016	%age Change
# of plans submitted for review	63	72	42	-41.7%
avg # of days for plans review	14	14	14	0.0%
# of complaints	0	0	0	0.0%
# of annexations	29	22	10	-54.5%

**CITY OF APOPKA
COMMUNITY DEVELOPMENT**

LINE ITEM DETAIL

	<u>2015</u> <u>ACTUAL</u>	<u>2016</u> <u>BUDGET</u>	<u>2016</u> <u>ESTIMATE</u>	<u>2017</u> <u>ADOPTED</u>
PERSONNEL COSTS:				
1200 REGULAR SALARIES AND WAGES	498,211	628,110	628,110	699,489
1210 LONGEVITY PAY	1,910	2,225	2,225	1,550
1400 OVERTIME	-	-	-	-
1600 OTHER REIMBURSED ALLOWANCES	-	-	-	4,680
2100 F.I.C.A.	35,518	48,221	48,221	53,988
2200 RETIREMENT CONTRIBUTION	79,639	103,375	103,375	115,738
2300 LIFE AND HEALTH INSURANCE	66,150	100,391	100,391	103,204
2400 WORKERS COMPENSATION	7,800	4,061	4,061	2,132
TOTAL	689,228	886,383	886,383	980,781
SUPPLIES AND OTHER SERVICES:				
3100 PROFESSIONAL SERVICES	273,957	100,000	100,000	525,000
3400 OTHER CONTRACTUAL SERVICES	13,024	-	-	20,000
4000 TRAVEL & PER DIEM	499	2,000	2,000	3,475
4100 COMMUNICATIONS	818	-	-	-
4200 FREIGHT & POSTAGE	4,409	3,894	3,850	3,932
4400 RENTAL & LEASES	-	-	-	3,672
4500 LIABILITY & CASUALTY INSURANCE	6,000	-	-	-
4600 REPAIR AND MAINTENANCE	3,319	1,560	1,500	-
4650 VEHICLE MAINTENANCE	1,495	1,500	1,500	1,000
4700 PRINTING AND BINDING	572	1,400	1,200	1,000
4900 OTHER CHARGES	284	500	500	500
4902 LEGAL ADVERTISING	8,126	12,000	12,000	19,300
5100 OFFICE SUPPLIES	4,986	9,400	9,000	9,400
5200 OPERATING SUPPLIES	1,270	4,850	4,850	2,250
5250 FUEL & GASOLINE	2,868	5,500	5,500	3,000
5400 BOOKS, PUBS, SUBS & MEMBERSHIPS	2,170	2,750	2,700	2,605
5500 TRAINING	1,051	2,100	2,100	2,160
TOTAL	324,848	147,454	146,700	597,294
CAPITAL OUTLAY:				
6300 IMPROV. OTHER THAN BUILDINGS	-	-	-	-
6400 EQUIPMENT	-	25,000	25,000	-
6800 INTANGIBLES	-	-	-	-
TOTAL	-	25,000	25,000	-
TOTAL COST	1,014,076	1,058,837	1,058,083	1,578,075

**CITY OF APOPKA
COMMUNITY DEVELOPMENT**

STAFFING ANALYSIS

NUMBER OF FULL-TIME/PART-TIME PERSONNEL

<u>POSITION</u>	<u>2015</u>	<u>2016</u>	<u>2017</u>
COMMUNITY DEVELOPMENT DIRECTOR	1	1	1
PLANNER II	1	1	1
PLANNING MANAGER	1	1	1
OFFICE MANAGER	1	1	1
SECRETARY II	2	2	2
SR PROJECT COORDINATOR	1	1	1
PROJECT COORDINATOR	1	1	1
ECONOMIC DEVEL/CRA COORDINATOR	0	0	1
CITY ENGINEER	0	0	1
TOTAL	8	8	10

CAPITAL OUTLAY

6200 - Building	<u>\$ -</u>
6400 - Equipment	<u>\$ -</u>
Total Capital Outlay	\$ -

CITY OF AOPKA BUILDING INSPECTIONS

The Building Division administers and enforces regulatory codes and ordinances to protect local citizens. Codes enforced include the Florida Building Code System, and other codes related to fire, electrical, gas, plumbing, mechanical and accessibility issues. The City Building Code requires a permit for any new building addition, structure, remodeling work or demolition work. The City requires a permit so plans can be reviewed and work can be inspected for compliance with all building and fire codes.

FISCAL YEAR	CLASSIFICATION	TOTAL COST
2015	ACTUAL	534,328
2016	BUDGET	653,452
2016	ESTIMATE	641,092
2017	ADOPTED	699,447

GOALS:

- Building Permits will be processed in a timely manner.
- Building inspections will be scheduled within 24 hours of a request.
- Provide excellent customer service and accurate information.

PERFORMANCE MEASURES:

	Actual FY 2014	Actual FY 2015	Estimated FY 2016	%age Change
# of permits processed	4176	4355	4920	12.97%
avg # of days for processing permit	14	7	15	114.29%
# of inspections processed	16031	12485	12652	1.34%
percentage of inspections processed within 24 hours	100	95	95	0.00%
Building plans reviewed	825	942	966	2.55%

**CITY OF APOPKA
BUILDING INSPECTIONS**

	<u>2015</u> <u>ACTUAL</u>	<u>2016</u> <u>BUDGET</u>	<u>2016</u> <u>ESTIMATE</u>	<u>2017</u> <u>ADOPTED</u>
PERSONNEL COSTS:				
1200 REGULAR SALARIES AND WAGES	338,073	397,421	397,421	443,420
1210 LONGEVITY PAY	2,059	2,268	2,268	2,174
1400 OVERTIME	-	-	-	5,000
2100 F.I.C.A.	24,870	30,576	30,576	34,470
2200 RETIREMENT CONTRIBUTION	53,987	60,386	60,386	73,897
2300 LIFE AND HEALTH INSURANCE	53,550	80,214	80,214	83,388
2400 WORKERS COMPENSATION	6,900	2,497	2,497	2,067
TOTAL	479,439	573,362	573,362	644,416
SUPPLIES AND OTHER SERVICES:				
4000 TRAVEL & PER DIEM	-	-	-	-
4200 FREIGHT & POSTAGE	174	490	490	500
4400 RENTAL & LEASES	-	-	-	3,672
4500 LIABILITY & CASUALTY INSURANCE	5,550	-	-	-
4600 REPAIR AND MAINTENANCE	6,037	1,260	500	-
4650 VEHICLE MAINTENANCE	2,303	2,500	2,500	5,000
4700 PRINTING SERVICES	247	480	240	1,100
5100 OFFICE SUPPLIES	2,167	6,800	4,000	1,500
5200 OPERATING SUPPLIES	-	3,360	2,000	6,650
5250 FUEL & GASOLINE	4,138	5,500	3,000	3,000
5400 BOOKS, PUBS, SUBS & MEMBERSHIPS	1,337	1,600	1,000	2,574
5500 TRAINING	1,821	8,100	4,000	8,035
TOTAL	23,774	30,090	17,730	32,031
CAPITAL OUTLAY:				
6200 BUILDINGS	-	-	-	-
6400 EQUIPMENT	31,115	50,000	50,000	23,000
TOTAL	31,115	50,000	50,000	23,000
TOTAL COST	534,328	653,452	641,092	699,447

**CITY OF AOPKA
BUILDING INSPECTIONS**

STAFFING ANALYSIS

NUMBER OF FULL-TIME/PART-TIME PERSONNEL

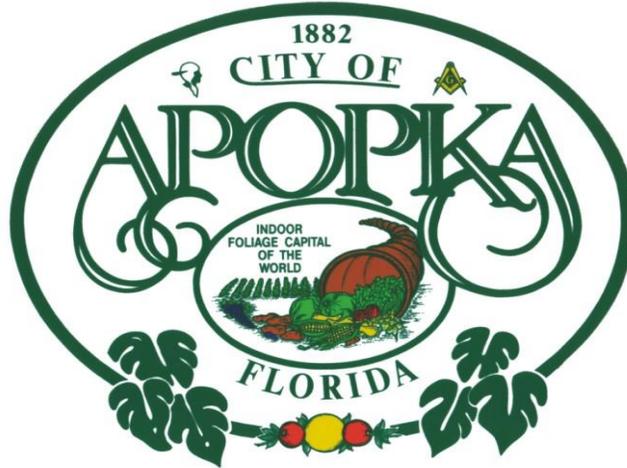
<u>POSITION</u>	<u>2015</u>	<u>2016</u>	<u>2017</u>
BUILDING OFFICIAL	1	1	1
MULTIPLE CODE INSPECTOR	3	3	3
PLANS EXAMINER	0	0	0
SECRETARY III	1	1	1
SECRETARY I	2	2	2
BUILDING INSPECTORS (REQUESTED)	0	0	0
PERMIT TECH (REQUESTED)	0	0	0
TOTAL	7	7	7

CAPITAL OUTLAY

6200 - Building	\$ -
6300 - Infrastructure	\$ -
6400 - Equipment	\$ 23,000
F-150	\$ 23,000
Total Capital Outlay	\$ 23,000

**CITY OF APOPKA
DEBT SERVICE AND TRANSFERS**

		ADOPTED BUDGET FY 2015-16	ADOPTED BUDGET FY 2016-17	PERCENT CHANGE
PRINCIPAL				
7100	BB&T - FIRE TRUCKS - 10 YR LEASE	\$ 106,079	107,989	1.80%
7101	MOTOROLA - COMMUNICATIONS LEASE	582,550	589,541	1.20%
7160	MCBRIDE MORTGAGE - 20 YR	30,750	30,750	0.00%
7170	FLC REVENUE BOND - 12/2018	150,000	155,000	3.33%
7181	RECREATION REVENUE NOTE	485,000	505,000	4.12%
7182	WI-FI REVENUE NOTE	292,009	294,202	0.75%
7183	BOA NOTE - CNG FUEL ISLAND	118,000	120,000	1.69%
7184	Hancock - 2015	183,000	205,000	12.02%
7185	EDMUNDS - FINANCIAL SOFTWARE (2016)	46,219	46,219	0.00%
7186	STRYKER - STRETCHERS (2016)	54,320	54,325	0.01%
7187	HANCOCK - 2016	-	325,000	0.01%
7188	MOTOROLA - RADIO UPGRADES (2016)	-	270,000	100.00%
INTEREST				
7200	BB&T - FIRE TRUCKS - 10 YR LEASE	15,319	12,420	-18.92%
7201	MOTOROLA - COMMUNICATIONS LEASE	24,975	14,405	-42.32%
7260	MCBRIDE MORTGAGE - 20 YR	5,990	5,990	0.00%
7270	FLC REVENUE BOND - 12/2018	29,663	21,656	-26.99%
7271	FLC REVENUE BOND - 12/2018	1,205	-	-100.00%
7281	RECREATION REVENUE NOTE	148,590	129,675	-12.73%
7282	WI-FI REVENUE NOTE	5,063	-	-100.00%
7283	BOA NOTE - CNG FUEL ISLAND	20,813	19,680	-5.44%
7284	Hancock - 2015	14,504	11,264	-22.34%
7286	Hancock - 2016	-	23,109	100.00%
TOTAL PRINCIPAL AND INTEREST		2,314,049	2,941,225	27.10%
TRANSFERS AND OTHER				
9001	TRANSFER TO STREET IMPROVEMENT FUND	540,540	590,102	9.17%
9141	TRANSFER TO WATER/SEWER FUND	-	-	-
9111	TRANSFER TO GRANT FUND	25,454	6,000	-76.43%
TOTAL TRANSFERS AND OTHER		565,994	596,102	5.32%
TOTAL BUDGET		\$ 2,880,043	\$ 3,537,327	22.82%



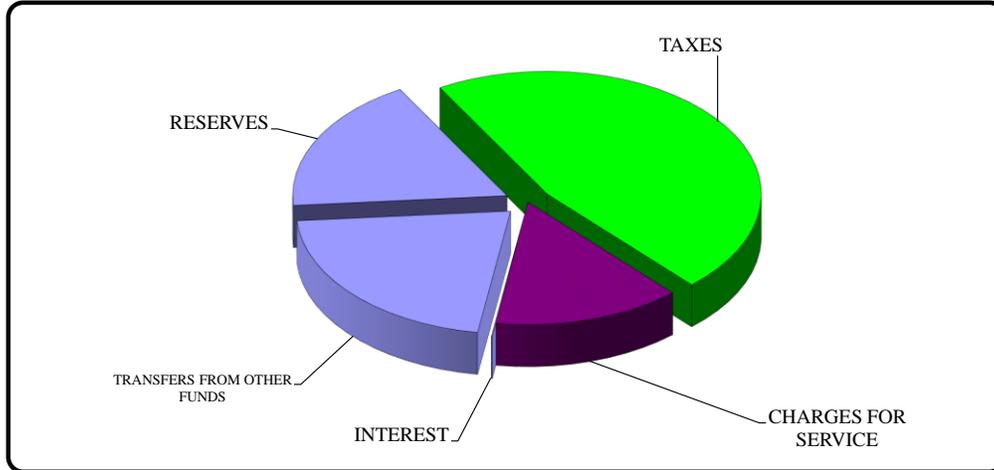
SPECIAL REVENUE FUNDS

STREET IMPROVEMENT FUNDS
TRANSPORTATION IMPACT FEES FUND
LAW ENFORCEMENT TRUST FUND
RECREATION IMPACT FEES FUND
STORMWATER FUND
GRANTS FUND
SPECIAL ASSESSMENTS FUND
COMMUNITY REDEVELOPMENT FUND

**CITY OF AOPKA
STREET IMPROVEMENT FUND**

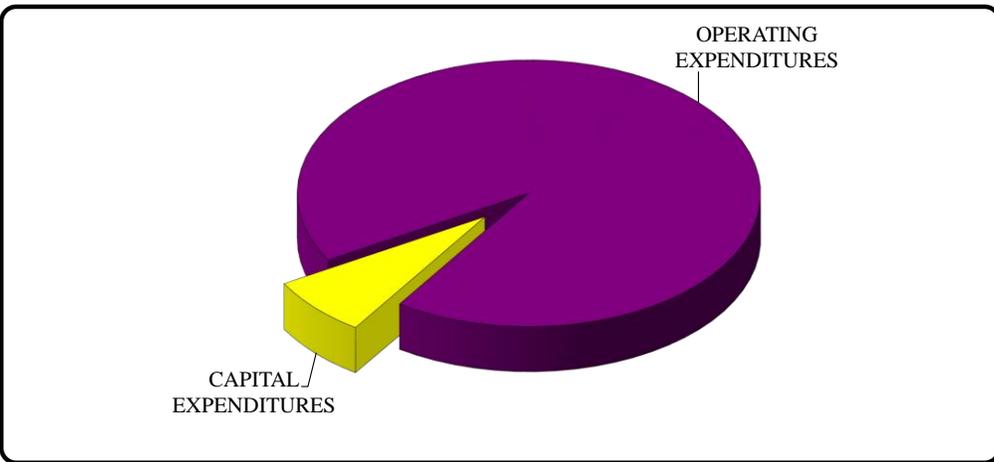
STREET IMPROVEMENT FUND - REVENUE AND EXPENDITURES

FISCAL YEAR 2016-2017



TOTAL REVENUE	\$	3,518,246
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	<u>TOTALS</u>	<u>%age of TOTAL</u>
TAXES	1,638,000	46.56%
CHARGES FOR SERVICE	498,500	14.17%
INTEREST	2,500	0.07%
TRANSFERS FROM OTHER FUNDS	748,423	21.27%
RESERVES	630,823	17.93%
TOTAL REVENUE	\$ 3,518,246	100%



TOTAL EXPENDITURES	\$	3,518,246
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	<u>TOTALS</u>	<u>%age of TOTAL</u>
OPERATING EXPENDITURES	\$ 3,263,246	92.75%
CAPITAL EXPENDITURES	255,000	7.25%
TOTAL EXPENDITURES	\$ 3,518,246	100%

**CITY OF APOPKA
STREET IMPROVEMENT FUND**

STREET IMPROVEMENT FUND BUDGET SUMMARY

	<u>2015</u> <u>ACTUAL</u>	<u>2016</u> <u>BUDGET</u>	<u>2016</u> <u>ESTIMATE</u>	<u>2017</u> <u>ADOPTED</u>
FUND BALANCE, OCTOBER 1	995,115	836,957	836,957	767,529
ADD REVENUES:				
312-4100 GAS TAX	1,497,364	1,512,000	1,563,500	1,638,000
344-9001 FDOT ROAD MAINT AGMT	76,135	150,000	77,000	78,000
344-9002 LANDFILL REVENUE	100,000	100,000	112,500	112,500
349-1000 STREET LIGHT SURCHARGE	319,386	348,357	308,000	308,000
361-1000 INTEREST	2,767	3,000	2,505	2,500
369-9000 MISCELLANEOUS	-	-	-	-
381-0010 TRANSFER FROM GENERAL FUND	504,006	540,540	540,540	590,102
381-1200 TRANSFER FROM STORMWATER	123,120	141,000	141,000	158,321
389-0009 CARRYOVER APPROPRIATIONS	-	168,982	-	630,823
389-1000 OTHER FINANCING SOURCES	-	30,000	-	-
TOTAL REVENUES AVAILABLE	3,617,893	3,830,836	3,582,002	4,285,775
DEDUCT EXPENDITURES:				
OPERATING EXPENDITURES	2,413,219	2,811,049	2,598,870	3,263,246
CAPITAL EXPENDITURES	247,287	182,830	215,603	255,000
TRANSFERS OUT:				
TRANSFER TO GENERAL FUND	120,430	-	-	-
TOTAL EXPENDITURES	2,780,936	2,993,879	2,814,473	3,518,246
FUND BALANCE, SEPTEMBER 30	836,957	836,957	767,529	767,529

CITY OF APOPKA STREET IMPROVEMENTS

The Street Improvements Division performs functions relating to street right-of-way maintenance such as sidewalks, potholes, curbs, street sweeping, traffic regulatory signage, street lighting, tree trimming and mowing, edging and street identification signs.

FISCAL YEAR	CLASSIFICATION	TOTAL COST
2015	ACTUAL	2,547,792
2016	BUDGET	2,622,998
2016	ESTIMATE	2,463,292
2017	ADOPTED	3,203,669

GOALS:

- To improve our safety
- To improve the working knowledge/educate our employee's
- Establish an inventory of roads that need repairs & striping and priority same
- Establish an inventory of sidewalks that need repairs and priority same
- Set up program for change out of regulatory signs to comply with mandate on retroreflectivity

PERFORMANCE MEASURES:

	Actual FY 2014	Actual FY 2015	Estimated FY 2016	%age Change
# of work orders completed	<i>not available</i>	934	996	7%
# of sidewalk/curb repairs	<i>not available</i>	30	25	-17%
# of new sidewalks installed	<i>not available</i>	2	1	-50%
# of potholes filled	<i>not available</i>	20	35	75%
# of street lights repairs	<i>not available</i>	42	40	-5%
# of street signs installed	<i>not available</i>	150	200	33%

Performance Measures were implemented during FY15 and therefore prior year amounts were not available.

**CITY OF APOPKA
STREET IMPROVEMENTS**

LINE ITEM DETAIL

	<u>2015</u> <u>ACTUAL</u>	<u>2016</u> <u>BUDGET</u>	<u>2016</u> <u>ESTIMATE</u>	<u>2017</u> <u>ADOPTED</u>
PERSONNEL COSTS:				
1200 REGULAR SALARIES AND WAGES	249,155	324,602	324,602	330,577
1210 LONGEVITY PAY	1,516	1,533	1,533	1,101
1400 OVERTIME	17,653	18,828	18,828	18,828
1600 OTHER REIMBURSED ALLOWANCES	-	-	-	480
2100 F.I.C.A.	19,486	26,426	26,426	26,850
2200 RETIREMENT CONTRIBUTION	42,611	56,653	56,653	57,561
2300 LIFE AND HEALTH INSURANCE	61,200	80,705	80,705	68,128
2400 WORKERS COMPENSATION	7,800	11,822	11,822	17,638
TOTAL	399,421	520,569	520,569	521,163
SUPPLIES AND OTHER SERVICES:				
3100 PROFESSIONAL SERVICES	7,378	-	-	-
3200 AUDIT SERVICES	2,541	-	-	-
4100 COMMUNICATIONS	3,610	2,996	-	2,996
4200 FREIGHT & POSTAGE	287	140	140	140
4300 UTILITY SERVICES	(67,882)	48,150	68,800	45,000
4310 STREETLIGHTS	1,221,337	1,384,158	1,220,600	1,269,787
4400 RENTAL & LEASES	14,736	17,080	16,400	22,688
4500 LIABILITY & CASUALTY INSURANCE	10,980	-	-	-
4600 REPAIR AND MAINTENANCE	64,941	53,350	30,000	105,000
4607 ROAD RESURFACING	308,382	250,000	250,000	750,000
4612 STREET STRIPPING	39,981	40,000	40,000	40,000
4650 VEHICLE MAINTENANCE	28,860	31,000	40,200	41,000
4900 OTHER CHARGES	8,526	16,000	9,000	26,000
5100 OFFICE SUPPLIES	1,210	1,200	300	800
5200 OPERATING SUPPLIES	26,806	19,430	12,000	18,295
5201 MEDIAN LANDSCAPING	6,995	10,000	10,000	10,000
5203 SIDEWALK/CURB REPAIRS	42,707	30,000	29,000	40,000
5204 UTILITY SERVICES-STREET LIGHTS	19,723	20,000	10,000	30,000
5205 GRAFFITI REMOVAL	-	2,000	2,000	2,000
5250 FUEL & GASOLINE	21,002	18,875	17,500	10,000
5300 ROAD MATERIALS & SUPPLIES	17,430	10,000	6,000	12,500
5400 BOOKS, PUBS, SUBS & MEMBERSHIPS	60	60	60	-
5500 TRAINING	1,044	1,240	1,200	1,300
TOTAL	1,780,654	1,955,679	1,763,200	2,427,506

**CITY OF APOPKA
STREET IMPROVEMENTS**

LINE ITEM DETAIL

	<u>2015</u>	<u>2016</u>	<u>2016</u>	<u>2017</u>
CAPITAL OUTLAY:				
6100 LAND	-	-	33,676	-
6200 BUILDINGS	-	100,000	100,000	-
6300 INFRASTRUCTURE	221,131	-	-	-
6303 ROAD RESURFACING	-	-	-	-
6306 SIDEWALK NEW CONSTRUCTION	13,921	30,000	30,000	50,000
6400 EQUIPMENT	12,235	16,750	49,523	205,000
TOTAL	247,287	146,750	179,523	255,000
TRANSFERS:				
9300 TRANSFER TO GENERAL FUND	120,430	-	-	-
TOTAL	120,430	-	-	-
TOTAL COST	2,547,792	2,622,998	2,463,292	3,203,669

**CITY OF APOPKA
STREET IMPROVEMENTS**

STAFFING ANALYSIS

NUMBER OF FULL-TIME/PART-TIME PERSONNEL

<u>POSITION</u>	<u>2015</u>	<u>2016</u>	<u>2017</u>
OPERATIONS & MAINTENANCE MANAGER	1	1	1
STREET FOREMAN	1	1	1
MAINTENANCE WORKER II	2	2	2
MAINTENANCE WORKER I	3	3	3
TRAFFIC OPERATIONS TECHNICIAN	1	1	1
TOTAL	8	8	8

CAPITAL OUTLAY

6200 - Building	_____
6306 - Sidewalks New Construction	_____ 50,000
6400 - Equipment	
Asphalt Truck	120,000
Skid Steer Milling Machine	80,000
Laptops (5)	_____ 5,000
Total Equipment	\$ 205,000
Total Capital Outlay	\$ 255,000

**CITY OF APOPKA
INMATE PROGRAM**

The Inmate Program provides manpower through the Department of Corrections. These inmates work on a variety of projects throughout the City maintaining the Northwest Recreation site, mowing medians and right-of-ways and other general maintenance projects.

FISCAL YEAR	CLASSIFICATION	TOTAL COST
2015	ACTUAL	233,144
2016	BUDGET	370,881
2016	ESTIMATE	351,181
2017	ADOPTED	314,577

GOALS:

- Improve Safety
- Improve communications between the Department of Corrections and the City
- Improve scheduling

PERFORMANCE MEASURES:

	Actual FY2014	Actual FY 2015	Estimated FY 2016	%age Change
# of Inmate work hours utilized	not available	6,921	7050	1.86%
# of training hours	not available	108	150	38.89%

Performance Measures were implemented during FY15 and therefore prior year amounts were not available.

**CITY OF APOPKA
INMATE PROGRAM**

LINE ITEM DETAIL

	<u>2015</u> <u>ACTUAL</u>	<u>2016</u> <u>BUDGET</u>	<u>2016</u> <u>ESTIMATE</u>	<u>2017</u> <u>ADOPTED</u>
PERSONNEL COSTS:				
1200 REGULAR SALARIES AND WAGES	13,844	35,980	35,980	30,764
1210 LONGEVITY PAY	11	410	410	39
1400 OVERTIME	92	960	960	960
2100 F.I.C.A.	1,054	2,857	2,857	2,430
2200 RETIREMENT CONTRIBUTION	2,212	6,126	6,126	5,209
2300 LIFE AND HEALTH INSURANCE	7,650	10,088	10,088	8,457
2400 WORKERS COMPENSATION	900	580	580	299
TOTAL	25,763	57,001	57,001	48,158
SUPPLIES AND OTHER SERVICES:				
3400 OTHER CONTRACTUAL SERVICES	172,490	232,000	232,000	232,000
4100 COMMUNICATION	1,172	1,920	-	2,544
4200 POSTAGE	11	100	100	100
4500 LIABILITY & CASUALTY INSURANCE	750	-	-	-
4650 VEHICLE MAINTENANCE	8,832	8,500	8,000	7,500
5200 OPERATING SUPPLIES	9,988	14,780	8,000	15,275
5250 FUEL & GASOLINE	14,138	20,500	10,000	9,000
TOTAL	207,381	277,800	258,100	266,419
CAPITAL OUTLAY:				
6300 IMPROV. OTHER THAN BUILDINGS	-	-	-	-
6400 EQUIPMENT	-	36,080	36,080	-
TOTAL	-	36,080	36,080	-
TOTAL COST	233,144	370,881	351,181	314,577

**CITY OF APOPKA
INMATE PROGRAM**

STAFFING ANALYSIS

NUMBER OF FULL-TIME/PART-TIME PERSONNEL

<u>POSITION</u>	<u>2015</u>	<u>2016</u>	<u>2017</u>
MAINTENANCE WORKER III	1	1	1
TOTAL	1	1	1

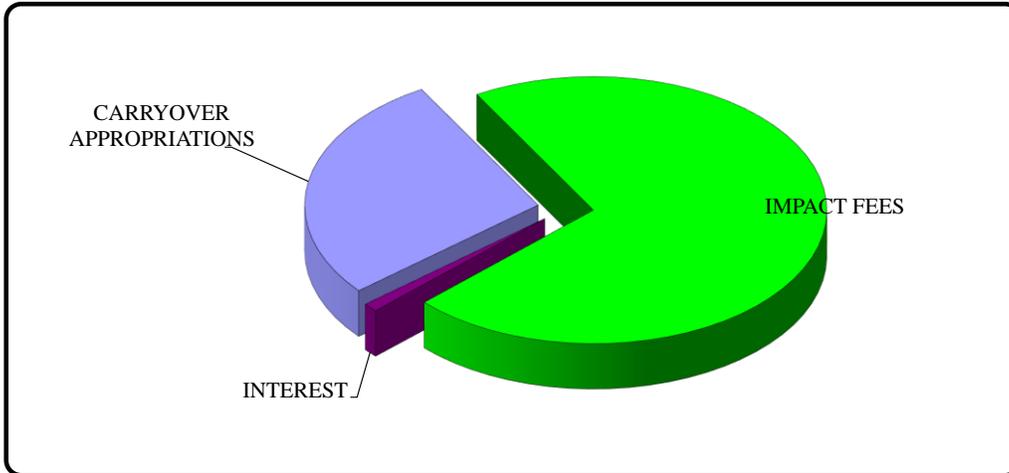
CAPITAL OUTLAY

6200 - Building		\$ -
6400 - Equipment		
		\$ -
Total Capital Outlay		\$ -

**CITY OF AOPKA
TRANSPORTATION IMPACT FEES FUND**

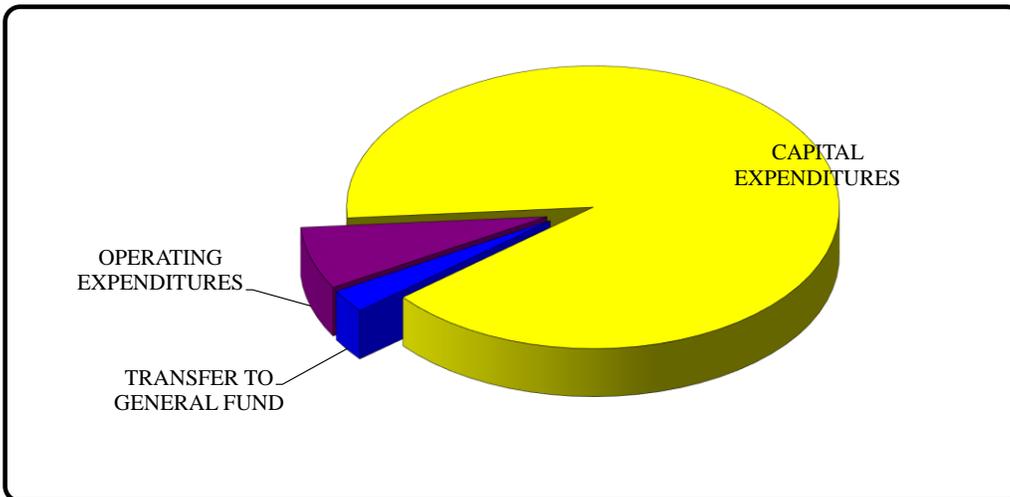
TRANSPORTATION IMPACT FEES FUND - REVENUE AND EXPENDITURES

FISCAL YEAR 2016-2017



TOTAL REVENUE \$ 2,105,800

	<u>TOTALS</u>	<u>%age of TOTAL</u>
IMPACT FEES	1,500,000	71.23%
INTEREST	22,000	1.04%
CARRYOVER APPROPRIATIONS	583,800	27.72%
TOTAL REVENUE	\$ 2,105,800	100%



TOTAL EXPENDITURES \$ 2,105,800

	<u>TOTALS</u>	<u>%age of TOTAL</u>
OPERATING EXPENDITURES	\$ 150,000	7.12%
CAPITAL EXPENDITURES	1,900,000	90.23%
TRANSFER TO GENERAL FUND	55,800	2.65%
TOTAL EXPENDITURES	\$ 2,105,800	100%

**CITY OF APOPKA
TRANSPORTATION IMPACT FEES FUND**

TRANSPORTATION IMPACT FEES FUND BUDGET SUMMARY

	<u>2015</u> <u>ACTUAL</u>	<u>2016</u> <u>BUDGET</u>	<u>2016</u> <u>ESTIMATE</u>	<u>2017</u> <u>ADOPTED</u>
FUND BALANCE, OCTOBER 1	5,509,598	6,236,767	6,236,767	7,860,467
ADD REVENUES:				
324-3100 IMPACT FEES - RESIDENTIAL	965,845	1,050,000	920,000	1,000,000
324-3200 IMPACT FEES - COMMERCIAL	118,274	200,000	920,000	500,000
361-1000 INVESTMENT EARNINGS	21,737	20,000	22,000	22,000
363-1250 CHARGES FOR SERVICES	100	-	-	-
363-9000 MISCELLANEOUS REVENUES	-	-	-	-
389-1000 FUNDING FROM RESERVES		1,368,300	-	583,800
TOTAL REVENUES AVAILABLE	6,615,554	8,875,067	8,098,767	9,966,267
DEDUCT EXPENDITURES:				
OPERATING EXPENDITURES	22,751	30,000	130,000	150,000
CAPITAL EXPENDITURES	301,830	2,550,000	50,000	1,900,000
TRANSFERS OUT:				
GENERAL FUND	54,206	58,300	58,300	55,800
TOTAL EXPENDITURES	378,787	2,638,300	238,300	2,105,800
FUND BALANCE, SEPTEMBER 30	<u>6,236,767</u>	<u>6,236,767</u>	<u>7,860,467</u>	<u>7,860,467</u>

**CITY OF APOPKA
TRAFFIC IMPACT FEES**

This Fund tracks and accounts for the fees collected to ensure new development helps cover the costs associated with street infrastructure improvements within the City of Apopka.

FISCAL YEAR	CLASSIFICATION	TOTAL COST
2014	ACTUAL	378,787
2015	BUDGET	2,638,300
2015	ESTIMATE	238,300
2016	ADOPTED	2,105,800

GOALS:

- Design and construct the Plymouth Sorrento Rd. and Yothers Rd. intersection improvements.
- Design and construct the Marden Rd. pavement and drainage improvements - Keene Rd. to Ocoee-Apopka Rd.
- Design and construct the 6th Street pavement and drainage improvements - Central Ave. to U.S. Hwy. 441

PERFORMANCE MEASURES:

	Actual FY 2014	Actual FY 2015	Estimated FY 2016	%age Change
# of Road improvements started	0	1	2	100%
# of Road improvements completed	1	1	1	0%
# of paving/drainage projects started	0	0	1	0%
# of paving/drainage projects comple	0	0	1	0%

**CITY OF APOPKA
TRAFFIC IMPACT FEES**

LINE ITEM DETAIL

	<u>2015</u> <u>ACTUAL</u>	<u>2016</u> <u>BUDGET</u>	<u>2016</u> <u>ESTIMATE</u>	<u>2017</u> <u>ADOPTED</u>
SUPPLIES AND OTHER SERVICES:				
3100 PROFESSIONAL SERVICES	-	-	100,000	100,000
3112 TRAFFIC COUNTS	20,210	30,000	30,000	50,000
3200 AUDIT SERVICES	2,541	-	-	-
TOTAL	22,751	30,000	130,000	150,000
CAPITAL OUTLAY:	301,830	2,550,000	50,000	1,900,000
TRANSFERS:	54,206	58,300	58,300	55,800
TOTAL COST	378,787	2,638,300	238,300	2,105,800

**CITY OF AOPKA
TRAFFIC IMPACT FEES**

STAFFING ANALYSIS

NUMBER OF FULL-TIME/PART-TIME PERSONNEL

<u>POSITION</u>	<u>2015</u>	<u>2016</u>	<u>2017</u>
NONE	0	0	0
TOTAL	0	0	0

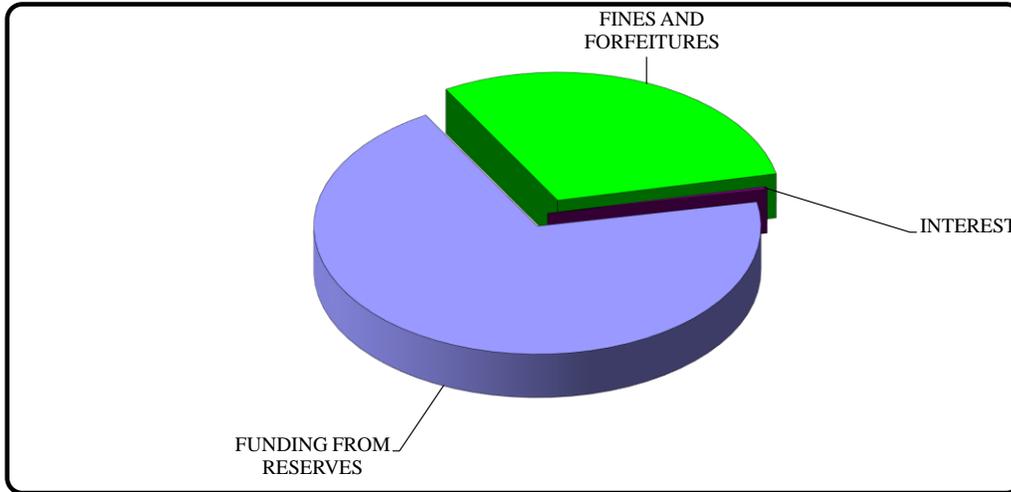
CAPITAL OUTLAY

6300 - Infrastructure		
Old Dixie Hwy from Hawthorn to Scholpke Lester Rd		\$ 750,000
Bradshaw and Old Dixie Hwy		350,000
Traffic eSignal at Piedmont-Wekiwa Rd & Greenacre Rd and Vick & Martin Rd		250,000
Marden Rd from Keene to 437A		500,000
New Sidewalks assoc with New Construction		50,000
		<u>\$ 1,900,000</u>
Total Capital Outlay		\$ 1,900,000

**CITY OF AOPKA
LAW ENFORCEMENT TRUST FUND**

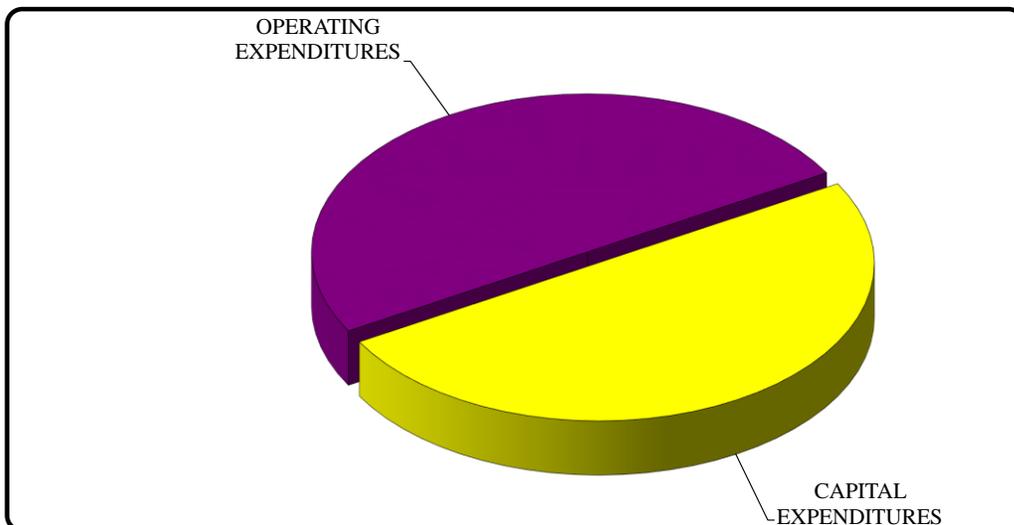
LAW ENFORCEMENT TRUST FUND - REVENUE AND EXPENDITURES

FISCAL YEAR 2016-2017



TOTAL REVENUE	\$	100,000
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	TOTALS	%age of TOTAL
FINES AND FORFEITURES	30,000	30.00%
INTEREST	300	0.30%
FUNDING FROM RESERVES	69,700	69.70%
TOTAL REVENUE	\$ 100,000	100%



TOTAL EXPENDITURES	\$	100,000
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	TOTALS	%age of TOTAL
OPERATING EXPENDITURES	\$ 50,000	50.00%
CAPITAL EXPENDITURES	50,000	50.00%
TOTAL EXPENDITURES	\$ 100,000	100%

**CITY OF APOPKA
LAW ENFORCEMENT TRUST FUND**

LAW ENFORCEMENT TRUST FUND BUDGET SUMMARY

	<u>2015</u> <u>ACTUAL</u>	<u>2016</u> <u>BUDGET</u>	<u>2016</u> <u>ESTIMATE</u>	<u>2017</u> <u>ADOPTED</u>
FUND BALANCE, OCTOBER 1	144,058	114,613	114,613	104,913
ADD REVENUES:				
359-0000 FEDERAL FORFEITURES - JUSTICE	35,682	12,500	35,000	25,000
359-2000 FEDERAL FORFEITURES-TREASURY	4,909	-	5,000	5,000
361-1000 INVESTMENT EARNINGS	446	300	300	300
389-1000 FUNDING FROM RESERVES	-	-	-	69,700
TOTAL REVENUES AVAILABLE	185,095	127,413	154,913	204,913
DEDUCT EXPENDITURES:				
OPERATING EXPENDITURES	55,187	50,000	25,000	50,000
CAPITAL EXPENDITURES	15,295	50,000	25,000	50,000
TOTAL EXPENDITURES	70,482	100,000	50,000	100,000
FUND BALANCE, SEPTEMBER 30	114,613	27,413	104,913	104,913

**CITY OF APOPKA
LAW ENFORCEMENT TRUST FUND**

This Fund tracks and accounts for the fees collected to ensure new development helps cover the costs associated with street infrastructure improvements within the City of Apopka.

FISCAL YEAR	CLASSIFICATION	TOTAL COST
2015	ACTUAL	70,483
2016	BUDGET	100,000
2016	ESTIMATE	45,000
2017	ADOPTED	100,000

GOALS:

- Comply with the provisions of the Florida Contraband Forfeiture Act by utilizing the 15% annual accrual of seized funds to support Crime Prevention in the community.
- Enhance the police mission in the areas where there are no budgeted provisions.
- Enhance the working environment of the Police Dept with more efficient equipment without using tax dollars.

**CITY OF APOPKA
LAW ENFORCEMENT TRUST FUND**

LINE ITEM DETAIL

	<u>2015</u>	<u>2016</u>	<u>2016</u>	<u>2017</u>
	<u>ACTUAL</u>	<u>BUDGET</u>	<u>ESTIMATE</u>	<u>ADOPTED</u>
SUPPLIES AND OTHER SERVICES:				
4650 VEHICLE MAINTENANCE	28,706	-	-	-
4900 OTHER CURRENT CHARGES	3,000	25,000	10,000	25,000
5200 OPERATING SUPPLIES	23,482	25,000	15,000	25,000
TOTAL	55,188	50,000	25,000	50,000
CAPITAL OUTLAY:				
Various Police Equipment	15,295	50,000	20,000	50,000
TOTAL COST	70,483	100,000	45,000	100,000

**CITY OF AOPKA
LAW ENFORCEMENT TRUST FUND**

STAFFING ANALYSIS

NUMBER OF FULL-TIME/PART-TIME PERSONNEL

<u>POSITION</u>	<u>2015</u>	<u>2016</u>	<u>2017</u>
NONE	0	0	0
TOTAL	0	0	0

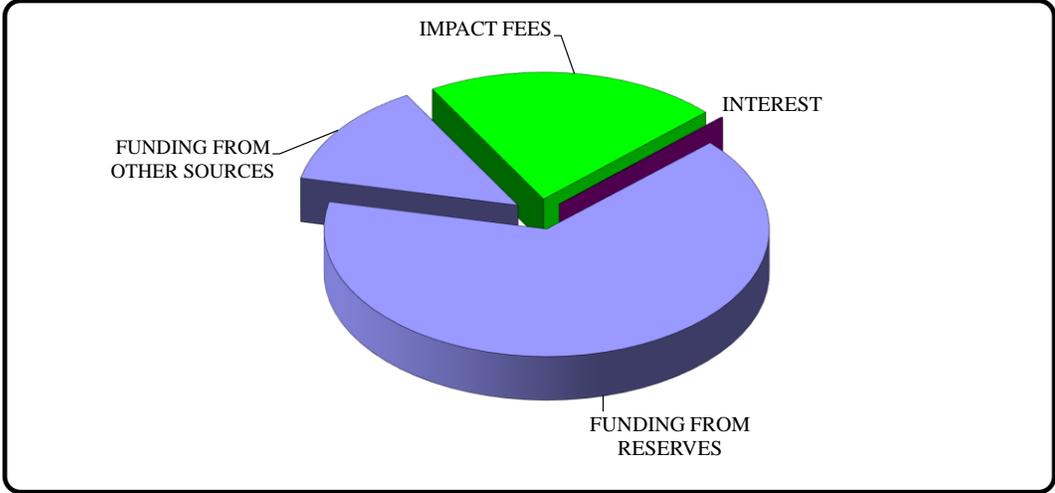
CAPITAL OUTLAY

6400 - Equipment		<u>50,000</u>
Total Capital Outlay		\$ 50,000

**CITY OF AOPKA
RECREATION IMPACT FUND FUND**

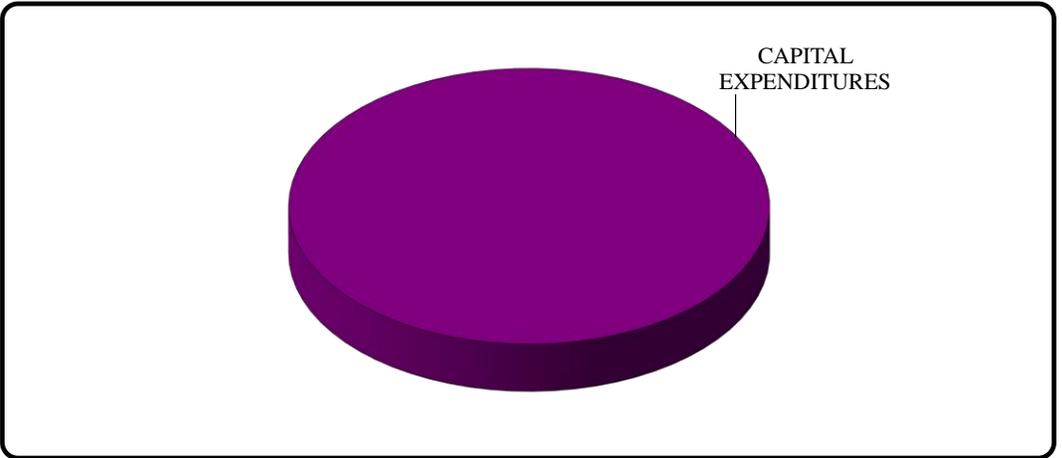
RECREATION IMPACT FEES FUND - REVENUE AND EXPENDITURES

FISCAL YEAR 2016-2017



TOTAL REVENUE \$ 750,000

	TOTALS	%age of TOTAL
IMPACT FEES	160,000	21.33%
INTEREST	1,000	0.13%
FUNDING FROM RESERVES	489,839	65.31%
FUNDING FROM OTHER SOURCES	99,161	13.22%
TOTAL REVENUE	\$ 750,000	100%



TOTAL EXPENDITURES \$ 750,000

	TOTALS	%age of TOTAL
CAPITAL EXPENDITURES	750,000	100.00%
TOTAL EXPENDITURES	\$ 750,000	100%

**CITY OF APOPKA
RECREATION IMPACT FEES FUND**

RECREATION IMPACT FEES FUND BUDGET SUMMARY

	<u>2015</u> <u>ACTUAL</u>	<u>2016</u> <u>BUDGET</u>	<u>2016</u> <u>ESTIMATE</u>	<u>2017</u> <u>ADOPTED</u>
FUND BALANCE, OCTOBER 1	254,847	325,959	325,959	489,839
ADD REVENUES:				
RECREATION IMPACT FEES	71,592	80,000	163,000	160,000
INVESTMENT EARNINGS	967	1,000	880	1,000
FUNDING FROM RESERVES	-	250,000	-	489,839
FUNDING FROM OTHER FUNDS	-	-	-	99,161
TOTAL REVENUES AVAILABLE	327,406	406,959	489,839	1,239,839
DEDUCT EXPENDITURES:				
OPERATING EXPENDITURES	-	-	-	-
CAPITAL EXPENDITURES	1,447	250,000	-	750,000
DEBT SERVICE	-	-	-	-
CONTINGENCY	-	79,000	-	-
TRANSFERS OUT:				
GENERAL FUND	-	2,000	-	-
TOTAL EXPENDITURES	1,447	331,000	-	750,000
FUND BALANCE, SEPTEMBER 30	<u>325,959</u>	<u>75,959</u>	<u>489,839</u>	<u>489,839</u>

**CITY OF AOPKA
RECREATION IMPACT FEES**

The recreation impact fees are collected from new residential construction to purchase, build or improve the City's parks and recreation facilities.

FISCAL YEAR	CLASSIFICATION	TOTAL COST
2015	ACTUAL	1,447
2016	BUDGET	331,000
2016	ESTIMATE	-
2017	ADOPTED	750,000

GOALS:

- Upon completion of the FY15 Vision Project, establish a Recreation Master Plan to identify and prioritize future parks and recreation facilities throughout the City.
- Periodically review the impact fee rate structure to ensure it is adequate to cover the future costs needed for new parks and recreation facilities in the City caused by the experienced growth.

**CITY OF AOPKA
RECREATION IMPACT FEES**

STAFFING ANALYSIS

NUMBER OF FULL-TIME/PART-TIME PERSONNEL

<u>POSITION</u>	<u>2015</u>	<u>2016</u>	<u>2017</u>
NONE	0	0	0
TOTAL	0	0	0

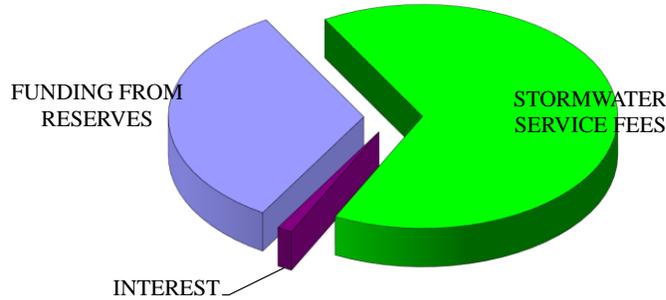
CAPITAL OUTLAY

6300 - Infrastructure Splashpad	\$ 750,000
	<u>\$ 750,000</u>
 Total Capital Outlay	 \$ 750,000

**CITY OF AOPKA
STORMWATER FUND**

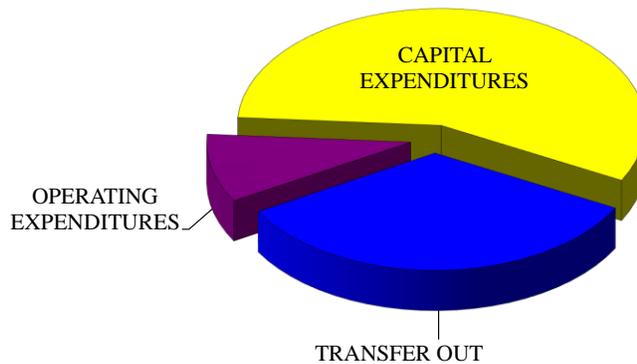
STORMWATER FUND - REVENUE AND EXPENDITURES

FISCAL YEAR 2016-2017



TOTAL REVENUE \$ 631,621

	TOTALS	%age of TOTAL
STORMWATER SERVICE FEES	\$ 415,000	65.70%
INTEREST	8,000	1.27%
FUNDING FROM RESERVES	208,621	33.03%
TOTAL REVENUE	\$ 631,621	100%



TOTAL EXPENDITURES \$ 631,621

	TOTALS	%age of TOTAL
OPERATING EXPENDITURES	\$ 59,500	9.42%
CAPITAL EXPENDITURES	358,000	56.68%
TRANSFER OUT	214,121	33.90%
TOTAL EXPENDITURES	\$ 631,621	100%

**CITY OF APOPKA
STORMWATER FUND**

STORMWATER MANAGEMENT FUND BUDGET SUMMARY

	<u>2015</u> <u>ACTUAL</u>	<u>2016</u> <u>BUDGET</u>	<u>2016</u> <u>ESTIMATE</u>	<u>2017</u> <u>ADOPTED</u>
FUND BALANCE, OCTOBER 1	1,723,744	1,862,649	1,862,649	1,987,307
ADD REVENUES:				
343-7000 STORMWATER SERVICE FEES	408,178	580,000	414,500	415,000
361-1000 INVESTMENT EARNINGS	8,139	7,500	8,300	8,000
389-0009 CARRYFORWARD APPROPRIATIONS	-	-	2,483	-
389-1000 FUNDING FROM RESERVES	-	-	-	208,621
TOTAL REVENUES AVAILABLE	2,140,061	2,450,149	2,287,932	2,618,928
DEDUCT EXPENDITURES:				
OPERATING EXPENDITURES	112,123	17,500	30,625	59,500
CAPITAL EXPENDITURES	18,169	400,000	100,000	358,000
TRANSFERS OUT:				
GENERAL FUND & STREET IMPROVEMENT FUND	147,120	170,000	170,000	214,121
TOTAL EXPENDITURES	277,412	587,500	300,625	631,621
FUND BALANCE, SEPTEMBER 30	<u>1,862,649</u>	<u>1,862,649</u>	<u>1,987,307</u>	<u>1,987,307</u>

**CITY OF AOPKA
STORMWATER FUND**

The Stormwater Fund is established in compliance with Federal and State regulations as well as local mandates, to take aggressive steps to better manage stormwater drainage and to protect water quality.

FISCAL YEAR	CLASSIFICATION	TOTAL COST
2015	ACTUAL	277,412
2016	BUDGET	587,500
2016	ESTIMATE	300,625
2017	ADOPTED	631,621

GOALS:

- Continue with inspection, monitoring, and cleaning procedures of all City catch basins, open channels, storm drains and other stormwater conveyance facilities to meet new Federal regulations as established by the NPDES Stormwater Permit Program.
- Cleaner and safer storm drains, catch basins, and open channels will reduce the amount of pollutants entering the City's drainage system and retention ponds.
- Maximum efficiency of nuisance water run-off.
- Highly attractive and functional retention ponds at the least possible cost.

PERFORMANCE MEASURES:

	Actual FY2014	Actual FY2015	Estimated FY 2016	%age Change
# of Retention Ponds maintained	44	45	45	0.0%
# of Inspections conducted	528	540	560	3.7%

**CITY OF APOPKA
STORMWATER FUND**

LINE ITEM DETAIL

	<u>2015</u> <u>ACTUAL</u>	<u>2016</u> <u>BUDGET</u>	<u>2016</u> <u>ESTIMATE</u>	<u>2017</u> <u>ADOPTED</u>
SUPPLIES AND OTHER SERVICES:				
3100 PROFESSIONAL SERVICES	-	-	-	42,000
3200 AUDIT SERVICES	1,447	-	-	-
3400 OTHER CONTRACTUAL SERVICES	77,636	-	17,625	-
4100 COMMUNICATIONS	351	-	-	-
4500 LIABILITY & CASUALTY INSURANCE	21,070	-	-	-
4900 OTHER CHARGES	10,979	16,000	12,000	16,000
5200 OPERATING SUPPLIES	640	-	-	1,500
5400 BOOKS,PUBS, SUBS & MEMBERSHIPS	-	1,500	1,000	-
TOTAL	112,123	17,500	30,625	59,500
CAPITAL OUTLAY:				
6100 LAND ACQUISITION	-	-	-	-
6300 INFRASTRUCTURE	18,169	400,000	100,000	250,000
6400 EQUIPMENT	-	-	-	108,000
TOTAL	18,169	400,000	100,000	358,000
TRANSFERS OUT:				
9100 TRANSFER TO GENERAL FUND	24,000	29,000	29,000	55,800
9111 TRANSFER TO STREET IMPROVEMENT FUND	123,120	141,000	141,000	158,321
TOTAL	147,120	170,000	170,000	214,121
TOTAL COST	277,412	587,500	300,625	631,621

CAPITAL OUTLAY

6300 - Improvements:

Total Improvements \$ -

6400 - Equipment:

Total Equipment \$ -

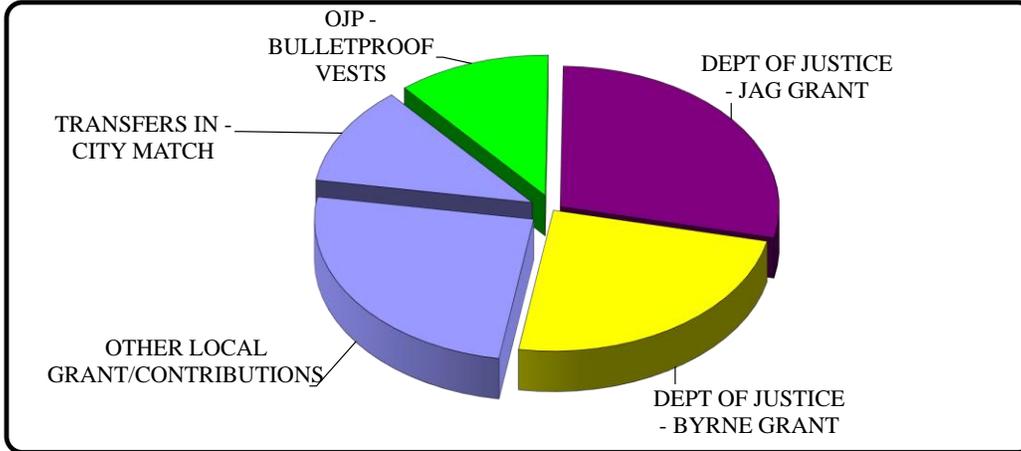
Total Capital Outlay

\$ -

**CITY OF APOPKA
GRANT FUND**

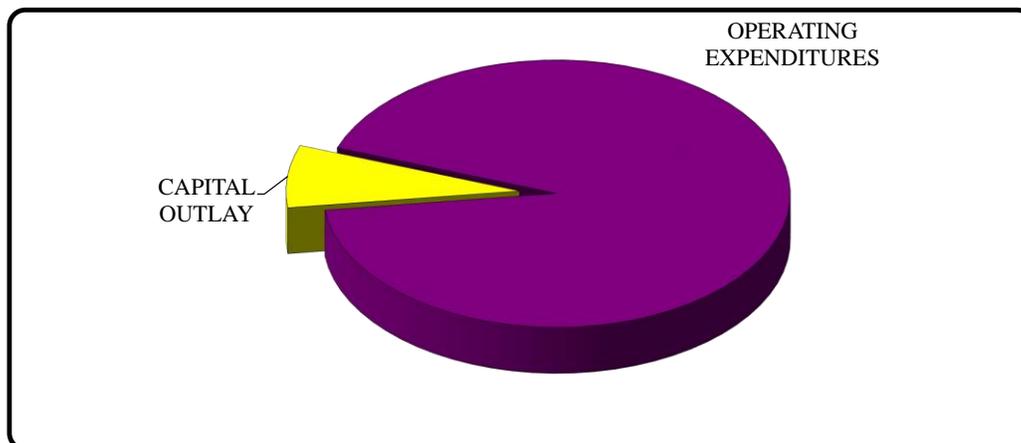
GRANT FUND - REVENUE AND EXPENDITURES

FISCAL YEAR 2016-2017



TOTAL REVENUE	\$	52,958
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	<u>TOTALS</u>	<u>%age of TOTAL</u>
OJP - BULLETPROOF VESTS	6,000	11.33%
DEPT OF JUSTICE - JAG GRANT	15,000	28.32%
DEPT OF JUSTICE - BYRNE GRANT	12,708	24.00%
OTHER LOCAL GRANT/CONTRIBUTIONS	13,250	25.02%
TRANSFERS IN - CITY MATCH	6,000	11.33%
TOTAL REVENUE	\$ 52,958	100%



TOTAL EXPENDITURES	\$	52,958
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	<u>TOTALS</u>	<u>%age of TOTAL</u>
OPERATING EXPENDITURES	48,958	92.45%
CAPITAL OUTLAY	4,000	7.55%
TOTAL EXPENDITURES	\$ 52,958	100%

**CITY OF AOPKA
GRANTS FUND**

GRANTS FUND BUDGET SUMMARY

	<u>2015</u> <u>ACTUAL</u>	<u>2016</u> <u>BUDGET</u>	<u>2016</u> <u>ESTIMATE</u>	<u>2017</u> <u>REQUESTED</u>
FUND BALANCE, OCTOBER 1	-	-	-	-
ADD REVENUES:				
331-2000 DEPT OF JUSTICE JAG GRANT	27,345	12,154	12,154	15,000
331-2100 DEPT OF JUSTICE - BodyCamera Prg	-	43,000	43,000	-
331-2110 OJP - BULLETPROOF VEST PGM	5,940	4,500	4,500	6,000
331-2050 FDLE JAGC GRANT	-	10,720	10,720	-
331-2700 DOJ - BYRNE GRANT	-	-	-	12,708
331-3000 FEMA/DHS - SAFER GRANT	-	-	-	-
331-3100 FEMA/DHS - AFG GRANT	-	-	-	-
331-3101 FEMA/DHS/AFG GRANT-FIRE PREV	-	254,546	254,546	-
331-4899 HUD -SUSTAINABILITY GRANT	-	-	-	-
334-4900 ORANGE COUNTY EMS GRANT	-	40,000	40,000	-
331-6000 GAME TIME GRANT	-	-	-	-
331-6001 GREENFIELDS OUTDOOR GRANT	-	-	-	-
361-1000 INTEREST	3	-	-	-
366-8000 NRPA - WALK WITH EASE	-	-	-	4,000
366-9000 HEROES YOUTH PROGRAM	441	7,108	7,108	-
366-9002 AMSCOT	-	-	-	250
366-9003 DUKE ENERGY- AOPKA BEGINS...	-	-	-	9,000
TOTAL	33,729	372,028	372,028	46,958
TRANSFERS - IN:				
GENERAL FUND (CITY MATCH-AFG GRANT)	-	25,454	25,454	-
GENERAL FUND (CITY MATCH-GAME TIME)(2)	-	-	-	-
GENERAL FUND (CITY MATCH-GREENFIELDS)	-	-	-	-
GENERAL FUND (CITY MATCH-BULLETPROOF)	-	-	-	6,000
GENERAL FUND (CITY MATCH-BodyCamera Pgm)	-	43,000	43,000	-
TOTAL REVENUES AVAILABLE	33,729	440,482	440,482	52,958
DEDUCT EXPENDITURES:				
OPERATING EXPENDITURES	33,729	440,482	440,482	52,958
TOTAL EXPENDITURES	33,729	440,482	440,482	52,958
FUND BALANCE, SEPTEMBER 30	-	-	-	-

**CITY OF AOPKA
GRANTS FUND**

The Grants Fund is established to account for and report monies received from Federal, State and Local grant programs.

FISCAL YEAR	CLASSIFICATION	TOTAL COST
2015	ACTUAL	33,729
2016	BUDGET	440,482
2016	ESTIMATE	440,482
2017	ADOPTED	52,958

GOALS:

- Record and track all grant monies in an effort to ensure propriety and compliance with each granting agency's requirements.
- Local Match will be identified and tracked for compliance with grant requirements.
- Identify and track all expenses associated with grant monies so as to be in compliance with grant requirements.

PERFORMANCE MEASURES:

	Actual FY 2014	Actual FY 2015	Estimated FY 2016	%age Change
# of Grants applied for	4	9	12	33%
# of Grants awarded	4	7	6	-14%

**CITY OF APOPKA
GRANTS FUND**

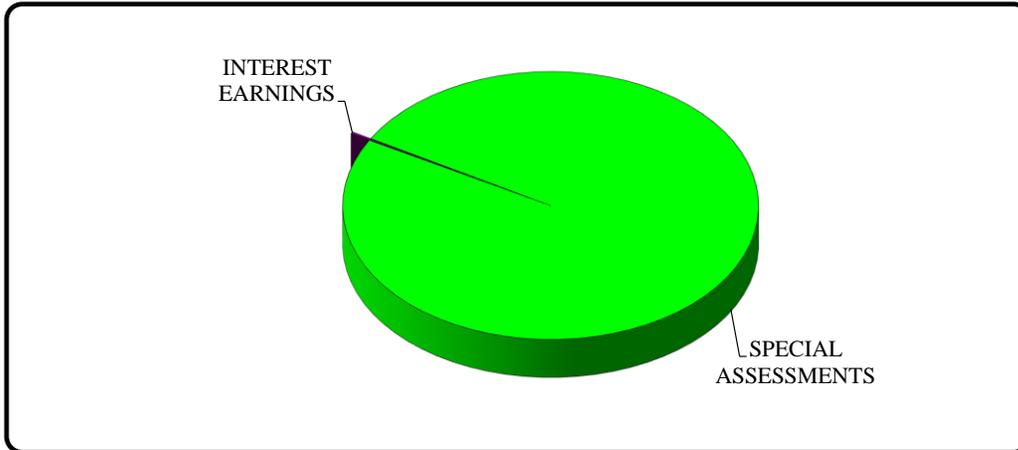
LINE ITEM DETAIL

	<u>2015</u>	<u>2016</u>	<u>2016</u>	<u>2017</u>
	<u>ACTUAL</u>	<u>BUDGET</u>	<u>ESTIMATE</u>	<u>ADOPTED</u>
SUPPLIES AND OTHER SERVICES:				
3100 PROFESSIONAL SERVICES-COMM DEVEL	-	-	-	-
3400 OTHER CONTRACTUAL SERVICES	-	-	-	-
4020 EMPLOYEE DEVELOPMENT	-	-	-	-
4100 COMMUNICATIONS	-	-	-	-
4200 POSTAGE	-	-	-	-
4300 UTILITY SERVICES	-	-	-	-
4400 RENTALS AND LEASES	-	-	-	-
4600 REPAIR AND MAINTENANCE	-	-	-	-
4610 REPAIR AND MAINTENANCE - VEHICLES	-	-	-	-
4700 PRINTING & BINDING	-	-	-	-
4800 COMMUNITY RELATIONS-FIRE	-	-	-	-
5200 OPERATING SUPPLIES-GEN GOVT	444	7,108	7,108	9,250
5200 OPERATING SUPPLIES-POLICE	14,815	15,220	15,220	39,708
5200 OPERATING SUPPLIES-FIRE	-	-	-	-
5400 BOOKS, PUBS, SUBS & MEMBERSHIPS	-	-	-	-
5500 FUEL	-	-	-	-
TOTAL	15,259	22,328	22,328	48,958
CAPITAL OUTLAY:				
6200 BUILDINGS	-	-	-	-
6400 EQUIPMENT-RECREATION	-	-	-	4,000
6400 EQUIPMENT-POLICE	18,470	98,154	98,154	-
6400 EQUIPMENT-FIRE	-	320,000	320,000	-
9300 ADMINISTRATIVE TRANSFERS	-	-	-	-
9800 RESERVE FOR CONTINGENCY	-	-	-	-
TOTAL	18,470	418,154	418,154	4,000
TOTAL COST	33,729	440,482	440,482	52,958

**CITY OF AOPKA
SPECIAL ASSESSMENT FUND**

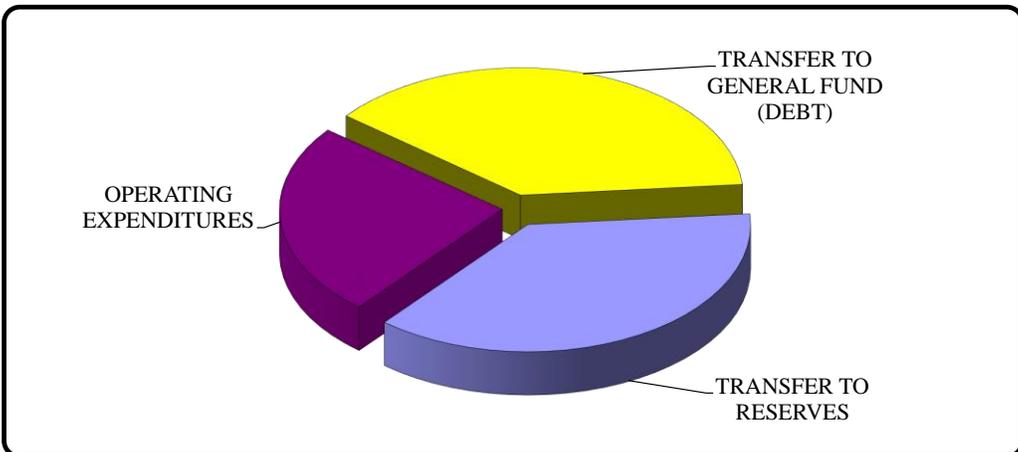
SPECIAL ASSESSMENT FUND - REVENUE AND EXPENDITURES

FISCAL YEAR 2016-2017



TOTAL REVENUE	\$	67,150
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	<u>TOTALS</u>	<u>%age of TOTAL</u>
SPECIAL ASSESSMENTS	67,000	99.78%
INTEREST EARNINGS	150	0.22%
TOTAL REVENUE	\$ 67,150	100%



TOTAL EXPENDITURES	\$	67,150
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	<u>TOTALS</u>	<u>%age of TOTAL</u>
OPERATING EXPENDITURES	16,500	24.57%
TRANSFER TO GENERAL FUND (DEBT)	25,500	37.97%
TRANSFER TO RESERVES	25,150	37.45%
TOTAL EXPENDITURES	\$ 67,150	100%

**CITY OF APOPKA
SPECIAL ASSESSMENTS FUND**

SPECIAL ASSESSMENT FUND BUDGET SUMMARY

	<u>2015</u> <u>ACTUAL</u>	<u>2016</u> <u>BUDGET</u>	<u>2016</u> <u>ESTIMATE</u>	<u>2017</u> <u>ADOPTED</u>
FUND BALANCE, OCTOBER 1	-	(199,710)	(199,710)	(158,630)
ADD REVENUES:				
325-1030 SPECIAL ASSESSMENTS	65,148	66,940	66,940	67,000
361-1000 INTEREST EARNINGS	170	60	140	150
389-9000 TRANSFER FROM GENERAL FUND	-	-	-	-
	<u>65,318</u>	<u>67,000</u>	<u>67,080</u>	<u>67,150</u>
TOTAL REVENUES AVAILABLE	65,318	(132,710)	(132,630)	(91,480)
DEDUCT EXPENDITURES:				
OPERATING EXPENDITURES	3,462	16,500	500	16,500
CAPITAL OUTLAY	261,566	-	-	-
TRANSFER TO GENERAL FUND (DEBT)	-	25,500	25,500	25,500
CONTINGENCY (RESRVES)	-	25,000	-	25,150
	<u>265,028</u>	<u>67,000</u>	<u>26,000</u>	<u>67,150</u>
TOTAL EXPENDITURES	265,028	67,000	26,000	67,150
FUND BALANCE, SEPTEMBER 30	<u>(199,710)</u>	<u>(199,710)</u>	<u>(158,630)</u>	<u>(158,630)</u>

**CITY OF APOPKA
SPECIAL ASSESSMENTS FUND**

The Special Assessments Fund is established to provide for capital improvements and maintenance to subdivisions through non-ad valorem special assessment programs.

FISCAL YEAR	CLASSIFICATION	TOTAL COST
2015	ACTUAL	265,028
2016	BUDGET	42,000
2016	ESTIMATE	26,000
2017	ADOPTED	42,000

GOALS:

- Continue the maintenance programs for property owners in subdivisions
- Creation of an improved residential environment for residents within the community.

**CITY OF AOPKA
SPECIAL ASSESSMENTS FUND**

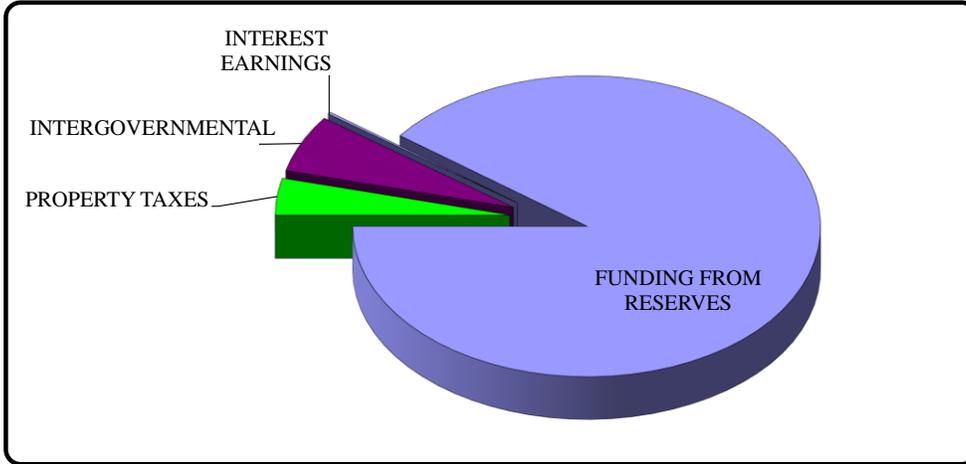
LINE ITEM DETAIL

	<u>2015</u> <u>ACTUAL</u>	<u>2016</u> <u>BUDGET</u>	<u>2016</u> <u>ESTIMATE</u>	<u>2017</u> <u>ADOPTED</u>
SUPPLIES AND OTHER SERVICES:				
4600 REPAIRS & MAINTENANCE		15,000	-	15,000
4900 OTHER CURRENT CHARGES		-	-	-
5200 OPERATING SUPPLIES	3,462	1,500	500	1,500
6300 IMPROVEMENTS	261,566	-	-	-
TOTAL	265,028	16,500	500	16,500
9300 TRANSFER TO GENERAL FUND	24,500	25,500	25,500	25,500
TOTAL COST	265,028	42,000	26,000	42,000

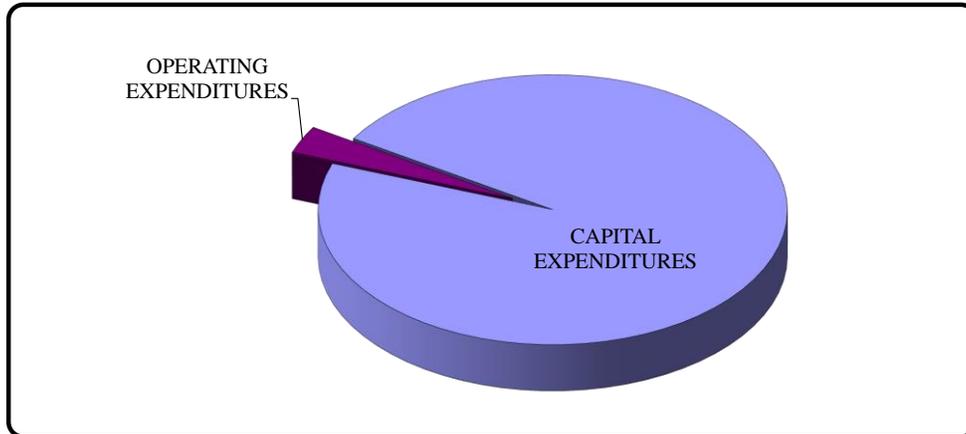
**CITY OF AOPKA
COMMUNITY REDEVELOPMENT FUND**

COMMUNITY REDEVELOPMENT FUND - REVENUE AND EXPENDITURES

FISCAL YEAR 2016-2017



	TOTALS	%age of TOTAL
TOTAL REVENUE	\$ 2,285,439	
PROPERTY TAXES	90,000	3.94%
INTERGOVERNMENTAL	140,000	6.13%
INTEREST EARNINGS	5,000	0.22%
FUNDING FROM RESERVES	2,050,439	89.72%
TOTAL REVENUE	\$ 2,285,439	100%



	TOTALS	%age of TOTAL
TOTAL EXPENDITURES	\$ 2,285,439	
OPERATING EXPENDITURES	75,000	3.28%
CAPITAL EXPENDITURES	2,210,439	96.72%
TOTAL EXPENDITURES	\$ 2,285,439	100%

**CITY OF APOPKA
COMMUNITY REDEVELOPMENT FUND**

COMMUNITY REDEVELOPMENT FUND BUDGET SUMMARY

	<u>2015</u> <u>ACTUAL</u>	<u>2016</u> <u>BUDGET</u>	<u>2016</u> <u>ESTIMATE</u>	<u>2017</u> <u>ADOPTED</u>
FUND BALANCE, OCTOBER 1	2,072,490	2,047,544	2,047,544	2,050,439
ADD REVENUES:				
311-1000 PROPERTY TAXES	83,092	90,000	90,000	90,000
311-1001 INTERGOVERNMENTAL	111,585	115,000	137,688	140,000
361-1000 INTEREST	8,799	7,500	5,207	5,000
389-1000 FUNDING FROM RESERVES	-	17,500		2,050,439
TOTAL REVENUES AVAILABLE	2,275,966	2,277,544	2,280,439	4,335,878
DEDUCT EXPENDITURES:				
OPERATING EXPENDITURES	228,422	230,000	230,000	75,000
CAPITAL OUTLAY	-	-	-	2,210,439
TOTAL EXPENDITURES	228,422	230,000	230,000	2,285,439
FUND BALANCE, SEPTEMBER 30	<u>2,047,544</u>	<u>2,047,544</u>	<u>2,050,439</u>	<u>2,050,439</u>

**CITY OF AOPKA
COMMUNITY REDEVELOPMENT FUND**

The City's Community Redevelopment Fund provides the framework for projects and activities intended to revitalize and improve conditions within the Community Redevelopment Area.

FISCAL YEAR	CLASSIFICATION	TOTAL COST
2015	ACTUAL	228,422
2016	BUDGET	230,000
2016	ESTIMATE	230,000
2017	ADOPTED	2,285,439

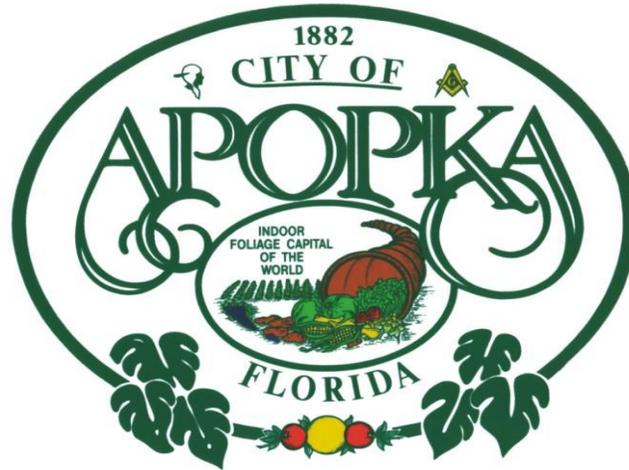
GOALS:

- Creation of an improved residential environment for residents within the community.

**CITY OF AOPKA
COMMUNITY REDEVELOPMENT FUND**

LINE ITEM DETAIL

	<u>2015</u> <u>ACTUAL</u>	<u>2016</u> <u>BUDGET</u>	<u>2016</u> <u>ESTIMATE</u>	<u>2017</u> <u>ADOPTED</u>
SUPPLIES AND OTHER SERVICES:				
3100 PROFESSIONAL SERVICES	226,975	230,000	230,000	75,000
3200 AUDIT SERVICES	1,447	-	-	-
TOTAL	228,422	230,000	230,000	75,000
CAPITAL OUTLAY:				
6100 LAND ACQUISITION	-	-	-	200,000
6300 INFRASTRUCTURE	-	-	-	2,010,439
	-	-	-	2,210,439
TOTAL COST	228,422	230,000	230,000	2,285,439



ENTERPRISE FUNDS

PUBLIC UTILITIES FUND

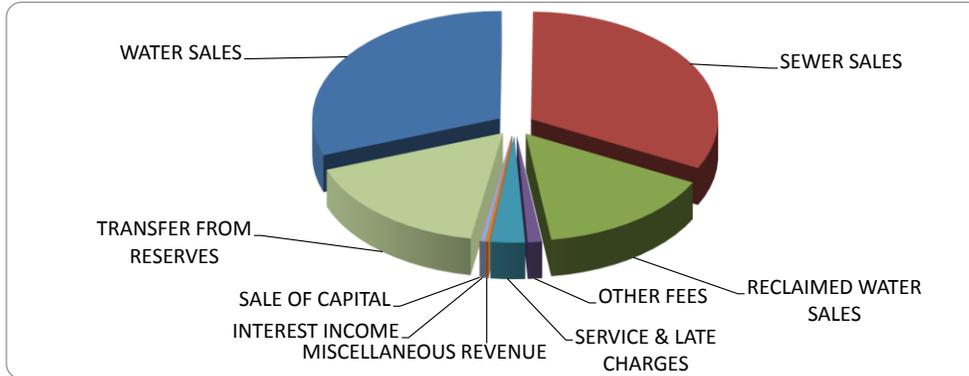
SANITATION FUND

AIRPORT FUND

**CITY OF AOPKA
UTILITIES OPERATING FUND**

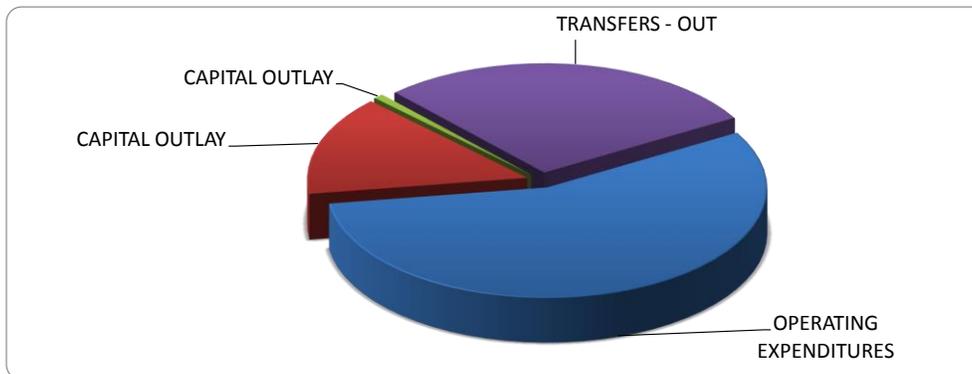
UTILITY OPERATING FUND - REVENUE AND EXPENDITURES

FISCAL YEAR 2016-2017



TOTAL REVENUE \$ 18,547,969

	<u>TOTALS</u>	<u>PERCENT REVENUES</u>
WATER SALES	\$ 5,700,000	30.7%
SEWER SALES	6,000,200	32.3%
RECLAIMED WATER SALES	2,840,000	15.3%
OTHER FEES	229,000	1.2%
SERVICE & LATE CHARGES	550,000	3.0%
MISCELLANEOUS REVENUE	45,000	0.2%
INTEREST INCOME	80,000	0.4%
SALE OF CAPITAL	7,000	0.0%
TRANSFER FROM RESERVES	3,096,769	16.7%
TOTAL REVENUE	\$ 18,547,969	100%



TOTAL EXPENSE \$ 18,547,969

	<u>TOTALS</u>	<u>PERCENT EXPENSES</u>
OPERATING EXPENDITURES	\$ 10,386,707	56.0%
CAPITAL OUTLAY	2,722,350	14.7%
DEBT SERVICE	135,762	0.7%
TRANSFERS - OUT	5,303,150	28.6%
TOTAL EXPENSES	\$ 18,547,969	100%

**CITY OF AOPKA
UTILITY OPERATING FUND**

UTILITY OPERATING FUND BUDGET SUMMARY

	<u>2015</u> <u>ACTUAL</u>	<u>2016</u> <u>BUDGET</u>	<u>2016</u> <u>ESTIMATE</u>	<u>2017</u> <u>ADOPTED</u>
NET POSITION, OCTOBER 1	15,357,627	16,599,562	16,599,562	16,288,998
ADD REVENUES:				
CHARGES FOR SERVICES:				
343-3101 WATER SERVICE FEES	5,749,002	5,600,000	5,500,000	5,600,000
343-3102 WATER METER & TAP FEES	86,608	80,000	119,000	100,000
343-3104 OTHER FEES	148,327	145,000	158,000	160,000
343-3106 RECLAIMED WATER SERVICE FEES	2,705,534	2,600,000	2,740,000	2,750,000
343-3107 RECLAIM WATER METER & TAP FEES	73,022	80,000	95,500	90,000
343-5101 SEWER SERVICE FEES	5,984,903	5,600,000	6,034,000	6,000,000
343-5102 SEWER TAP FEES	100	100	275	200
343-5103 INDUSTRIAL WASTE SURCHARGE	13,981	13,000	14,000	14,000
343-5104 BACKFLOW FEES	35,847	33,000	58,000	55,000
369-9005 SERVICE AND LATE CHARGES	499,677	490,000	550,000	550,000
369-9000 MISCELLANEOUS REVENUE	28,145	55,000	45,000	45,000
TOTAL OPERATING REVENUES	15,325,146	14,696,100	15,313,775	15,364,200
NON - OPERATING REVENUES:				
361-1000 INTEREST/DIVIDEND EARNINGS	69,065	64,000	84,000	80,000
364-9000 GAIN ON DISPOSAL OF CAPITAL ASSETS	-	5,000	125	5,000
365-1000 SCRAP SALES	-	2,000	111	2,000
389-0009 CARRYOVER APPROPRIATIONS (RESERVES)	-	1,170,435	-	3,096,769
389-9000 OTHER NON-OPERATING SOURCES (Forfeited Deposits)	69,096	75,000	-	-
TOTAL NON-OPERATING REVENUES	138,161	1,316,435	84,236	3,183,769
TRANSFERS IN:				
TRANSFER FROM GENERAL FUND	107,060	-	-	-
TRANSFER FROM STREETS FUND	120,430	-	-	-
TRANSFER FROM SANITATION FUND	248,220	-	-	-
TOTAL TRANSFERS IN	475,710	-	-	-
TOTAL REVENUES AVAILABLE	31,296,644	32,612,097	31,997,573	34,836,967
DEDUCT EXPENDITURES:				
UTILITY ADMINISTRATION	1,225,389	766,967	783,296	970,510
WATER PLANT	1,755,907	1,454,018	1,414,002	1,429,346
WASTEWATER PLANT	2,692,451	2,574,792	2,520,117	2,667,980
UTILITY CONSTRUCTION	561,368	698,739	671,437	756,047
WATER MAINTENANCE	1,432,035	1,411,747	1,361,384	1,335,159
UTILITY BILLING	785,564	846,730	810,478	804,552
WASTEWATER MAINTENANCE	1,182,036	1,288,113	1,267,316	1,319,139
RESTORATION	224,557	248,585	244,132	308,798
DESIGN ENGINEERING	656,722	745,435	740,724	795,176
TOTAL OPERATING COSTS	10,516,029	10,035,126	9,812,886	10,386,707

CAPITAL OUTLAY:				
UTILITY ADMINISTRATION	8,730	130,000	128,000	30,800
WATER PLANT	45,827	71,000	70,000	793,300
WASTEWATER PLANT	26,737	101,500	101,500	40,000
UTILITY CONSTRUCTION	-	-	-	691,050
WATER MAINTENANCE	96,586	124,000	99,000	328,700
UTILITY BILLING	-	4,500	4,500	-
WASTEWATER MAINTENANCE	108,430	183,450	133,000	803,500
RESTORATION	-	135,000	135,000	35,000
DESIGN ENGINEERING	-	6,000	5,033	-
TOTAL CAPITAL OUTLAY	286,310	755,450	676,033	2,722,350
DEBT SERVICE:	135,633	137,936	135,633	135,762
TRANSFERS-OUT:				
TRANSFER TO GENERAL FUND	3,759,110	5,084,023	5,084,023	5,303,150
TOTAL TRANSFERS-OUT	3,759,110	5,084,023	5,084,023	5,303,150
TOTAL EXPENDITURES	14,697,082	16,012,535	15,708,575	18,547,969
NET POSITION, SEPTEMBER 30	\$ 16,599,562	\$ 16,599,562	\$ 16,288,998	\$ 16,288,998
FUND BALANCE TO EXPENDITURE PERCENTAGE	112.9%	103.7%	103.7%	87.8%

**CITY OF AOPKA
UTILITY ADMINISTRATION**

The Utility Administration Department of Public Services is responsible for the day-to-day supervision of the water, sewer, reuse, streets, fleet, grounds, sanitation, and cemetery divisions. The Utility Administration is the contact point for our customers.

FISCAL YEAR	CLASSIFICATION	TOTAL COST
2015	ACTUAL	1,234,119
2016	BUDGET	5,980,990
2016	ESTIMATE	5,995,319
2017	ADOPTED	6,304,460

GOALS:

- Continue to reduce paper redundancies by electronic filing/scanning all PS docs into View Wise/Contentverse system and maintaining one original/copy the hard copy file. Thus improving time management and reducing the storage of documents. Send staff to records training.
- Establish consistent protocol in standards of communication Objective: Eliminates uncertainty and supports the Mayors plan on transparency.
- Utilize Gov QA more effectively for tracking of PS customer service in all areas. This will improve researching, scheduling and correcting issues in the community while improving efficiency and permitting senior level staff to look up data.
- Improve response time to customer inquiries, by tracking inquiries to ensure return calls are made within 24 hrs. Using the reporting part of Gov QA will assist better customer service.
- Training/Cross Training staff, this will improve versatility and reduce redundancies. Employees will be able to work in more than one area making them employees that are more valuable.

PERFORMANCE MEASURES:

	Actual FY 2014	Actual FY 2015	Estimated FY 2016	%age Change
# of Documents Scanned	12,000	14,400	18,000	25.0%
# of records sent for destruction	240cf	162	162	0%
Avg time to respond to complaints	4 days	3.5 days	3 days	-14.29%
# of training classes attended	0	0	2	0%

**CITY OF APOPKA
UTILITY ADMINISTRATION**

LINE ITEM DETAIL

	<u>2015</u>	<u>2016</u>	<u>2016</u>	<u>2017</u>
	<u>ACTUAL</u>	<u>BUDGET</u>	<u>ESTIMATE</u>	<u>ADOPTED</u>
PERSONNEL COSTS:				
1200 REGULAR SALARIES AND WAGES	732,829	510,216	510,216	656,080
1210 LONGEVITY PAY	8,727	3,325	3,325	2,793
1400 OVERTIME	-	800	800	800
1600 OTHER REIMBURSED ALLOWANCES	6	1,068	1,068	1,014
2100 F.I.C.A.	44,308	39,429	39,429	50,543
2200 RETIREMENT CONTRIBUTION	71,833	59,871	59,871	101,660
2300 LIFE AND HEALTH INSURANCE	68,850	90,793	90,793	97,579
2400 WORKERS COMPENSATION	7,800	3,290	3,290	2,041
TOTAL	934,353	708,792	708,792	912,510
SUPPLIES AND OTHER SERVICES:				
3100 PROFESSIONAL SERVICES	41,677	5,000	25,411	5,000
3400 OTHER CONTRACTUAL SERVICES	15,052	6,480	5,200	6,480
4100 COMMUNICATIONS	6,756	-	-	-
4200 FREIGHT & POSTAGE	169	600	200	600
4300 UTILITY SERVICES	6,845	7,500	6,000	6,500
4400 RENTAL & LEASES	150	150	150	150
4500 LIABILITY & CASUALTY INSURANCE	37,200	-	-	-
4600 REPAIR AND MAINTENANCE	169,110	20,242	20,000	17,953
4650 VEHICLE MAINTENANCE	1,466	1,600	2,100	1,500
4700 PRINTING AND BINDING	98	500	100	500
4900 OTHER CHARGES	1,984	2,093	2,093	2,208
5100 OFFICE SUPPLIES	2,502	2,850	2,800	2,850
5200 OPERATING SUPPLIES	3,732	4,065	4,050	4,000
5201 VENDING SUPPLIES	2,930	2,850	2,800	2,850
5250 FUEL & GASOLINE	839	1,000	1,100	1,500
5400 BOOKS, PUBS, SUBS & MEMBERSHIPS	526	1,570	1,000	1,734
5500 TRAINING	-	1,675	1,500	4,175
TOTAL	291,036	58,175	74,504	58,000
CAPITAL OUTLAY:				
6200 BUILDINGS	-	112,000	110,000	-
6300 INFRASTRUCTURE	-	-	-	10,000
6400 EQUIPMENT	8,730	18,000	18,000	20,800
TOTAL	8,730	130,000	128,000	30,800
TRANSFERS:				
9300 TRANSFER TO GENERAL FUND	-	5,084,023	5,084,023	5,303,150
TOTAL	-	5,084,023	5,084,023	5,303,150
TOTAL COST	1,234,119	5,980,990	5,995,319	6,304,460

**CITY OF AOPKA
UTILITY ADMINISTRATION**

STAFFING ANALYSIS

NUMBER OF FULL-TIME/PART-TIME PERSONNEL

<u>POSITION</u>	<u>2015</u>	<u>2016</u>	<u>2017</u>
PUBLIC SERVICES DIRECTOR	1	1	1
ASST PUBLIC SERVICES DIRECTOR	1	1	1
ADMINISTRATIVE ASSISTANT	1	1	1
FACILITIES ADMINISTRATOR	0	1	1
OFFICE MANAGER	1	1	1
ADMINISTRATIVE SUPPORT CLERK	1	1	1
SECRETARY II	1	1	1
CUSTOMER SERVICE CLERK	1	1	1
PURCHASING SUPERVISOR *	1	0	0
PURCHASING AND SUPPLY SPECIALIST	1	1	1
TOTAL	9	9	9

**Position moved to Finance*

CAPITAL OUTLAY

6200 - Building	
Carpet replacement in Admin Offices	10,000
	<u>\$ 10,000</u>
6400 - Equipment	
Ford Escape	20,000
27" Monitors	\$ 800
	<u>\$ 20,800</u>
Total Capital Outlay	\$ 30,800

CITY OF AOPKA WATER PLANT

The Utility Water Plant produces potable water of a quality meeting all State and Federal requirements. This division ensures suitable pressure is maintained to meet day-to-day water needs as well as the requirements demanded for emergencies. The Water Plant is responsible for the distribution of all drinking water to our residential and commercial customers.

FISCAL YEAR	CLASSIFICATION	TOTAL COST
2015	ACTUAL	1,801,734
2016	BUDGET	1,525,018
2016	ESTIMATE	1,484,002
2017	ADOPTED	2,222,646

GOALS:

- Reduce customer complaint calls. Utilize conscientious maintenance and flushing of distribution system hydrants and blow offs.
- Develop and maintain electronic records for tracking flushing and flow testing of fire hydrants.
- Maintain compliance with CUP permit.
- Maintain current level of water quality.

PERFORMANCE MEASURES:

	Actual FY 2014	Actual FY 2015	Estimated FY 2016	%age Change
Distribution System water loss (%)	9.86	10.74	13.77	28.2%
Gallons of Water Produce-annually (2,488,955	2,612,406	2,861,651	9.5%
CUP Compliance - Annual MGD	16	16	16	0.0%
Total Well Production Capacity (MG	35.856	35.856	35.856	0.0%
# of Water Distribution microbiological contaminant samples taken monthly for water quality other than line breaks	1,177	988	1,012	2.4%
# of drinking water quality tests performed	229	60	60	0.0%
# of Boil Notices issued	30	18	36	100.0%

**CITY OF APOPKA
WATER PLANT**

LINE ITEM DETAIL

	<u>2015</u>	<u>2016</u>	<u>2016</u>	<u>2017</u>
	<u>ACTUAL</u>	<u>BUDGET</u>	<u>ESTIMATE</u>	<u>ADOPTED</u>
PERSONNEL COSTS:				
1200 REGULAR SALARIES AND WAGES	365,073	394,389	394,389	319,349
1210 LONGEVITY PAY	1,471	1,735	1,735	1,062
1300 OTHER SALARIES AND WAGES	7,986	14,976	14,976	14,976
1400 OVERTIME	15,093	20,800	20,800	20,800
1600 OTHER REIMBURSED ALLOWANCES	11	960	960	480
2100 F.I.C.A.	28,266	33,114	33,114	27,285
2200 RETIREMENT CONTRIBUTION	61,154	70,989	70,989	56,034
2300 LIFE AND HEALTH INSURANCE	53,550	70,617	70,617	62,300
2400 WORKERS COMPENSATION	6,900	6,408	6,408	1,780
TOTAL	539,504	613,988	613,988	504,066
SUPPLIES AND OTHER SERVICES:				
3100 PROFESSIONAL SERVICES	13,892	5,250	5,225	5,750
4000 TRAVEL & PER DIEM	528	1,000	700	750
4100 COMMUNICATIONS	7,563	-	-	480
4200 FREIGHT & POSTAGE	264	1,200	400	700
4300 UTILITY SERVICES	457,609	440,000	420,000	445,000
4400 RENTAL & LEASES	-	1,500	1,500	1,500
4500 LIABILITY & CASUALTY INSURANCE	44,220	-	-	-
4600 REPAIR AND MAINTENANCE	112,717	140,460	140,000	188,200
4650 VEHICLE MAINTENANCE	9,973	8,500	7,000	6,500
4900 OTHER CHARGES	6,825	6,825	6,825	6,825
4960 BAD DEBT EXPENSE	51,094	50,000	50,000	50,000
5100 OFFICE SUPPLIES	1,081	1,390	1,000	1,270
5200 OPERATING SUPPLIES	138,521	150,000	145,000	173,830
5220 WATER CONSERVATION PROGRAM	2,628	20,000	10,000	37,500
5250 FUEL & GASOLINE	16,155	12,000	10,500	5,100
5400 BOOKS, PUBS, SUBS & MEMBERSHIPS	259	305	264	75
5500 TRAINING	2,530	1,600	1,600	1,800
5901 FRANCHISE FEES - WATER	350,544	-	-	-
TOTAL	1,216,403	840,030	800,014	925,280
CAPITAL OUTLAY:				
6200 BUILDINGS	-	-	-	-
6300 IMPROV. OTHER THAN BUILDINGS	-	-	-	700,000
6400 EQUIPMENT	45,827	71,000	70,000	93,300
TOTAL	45,827	71,000	70,000	793,300
TOTAL COST	1,801,734	1,525,018	1,484,002	2,222,646

**CITY OF AOPKA
WATER PLANT**

STAFFING ANALYSIS

NUMBER OF FULL-TIME/PART-TIME PERSONNEL

<u>POSITION</u>	<u>2015</u>	<u>2016</u>	<u>2017</u>
WATER RESOURCES OPER MANAGER*	1	1	0
CHIEF WATER PLANT OPERATOR	1	1	1
WATER PLANT OPERATOR "A"	2	2	2
WATER PLANT OPERATOR "B"	1	2	2
WATER PLANT OPERATOR "C"	1	0	0
WATER CONSERVATION SPECIALIST	1	1	1
TOTAL	7	7	6

* Position was promoted to Assistant Public Services Director and moved to Administration

CAPITAL OUTLAY

6300 - Improvements:		
Modifications/Improvements to Mt Plymouth Lakes WTP		700,000
Total Improvements		\$ 700,000
6400 - Equipment		
Ford F-150 CNG		\$ 35,000
Sodium Hypochlorite Feed System at Plymouth Lakes WTP		50,000
Tablets/Laptops (7)		8,300
Total Equipment		\$ 93,300
Total Capital Outlay		\$ 793,300

**CITY OF AOPKA
WASTEWATER PLANT**

The Utility Wastewater Plant treats the City's domestic wastewater to a quality meeting State and Federal requirements and, in turn, distributes the treated effluent back to the community in the form of reclaimed/reuse water at a suitable quality and pressure to meet their irrigation needs. The responsibility of the Wastewater Plant is to supply both residential and commercial sites with reclaimed water.

FISCAL YEAR	CLASSIFICATION	TOTAL COST
2015	ACTUAL	2,719,188
2016	BUDGET	2,676,292
2016	ESTIMATE	2,621,617
2017	ADOPTED	2,707,980

GOALS:

- Commence the design and construction of the wastewater treatment plant, to include nutrient removal treatment technology.
- Continue to operate the treatment plant in an efficient manner for the optimization of energy and chemical uses thus reducing costs.
- Reduce the dependency on groundwater augmentation in the reclaimed water system through alternative water supplies
- Continue to improve the maintenance program with predictive maintenance techniques to reduce and prevent equipment failures

PERFORMANCE MEASURES:

	Actual FY 2014	Actual FY 2015	Estimated FY 2016	%age Change
Gallons of flow treated daily	2.888	3.071	3.169	3.2%
Permit Compliance (# of violations)	12	1	9	800.0%
# of lift stations maintained	115	117	120	2.6%
# of samples analyzed	742	1100	1175	6.8%
% of Reclaim used by customers	100	100	100	0.0%

**CITY OF APOPKA
WASTEWATER PLANT**

LINE ITEM DETAIL

	<u>2015</u>	<u>2016</u>	<u>2016</u>	<u>2017</u>
	ACTUAL	BUDGET	ESTIMATE	ADOPTED
PERSONNEL COSTS:				
1200 REGULAR SALARIES AND WAGES	604,472	649,173	649,173	673,952
1210 LONGEVITY PAY	2,982	2,853	2,853	2,487
1400 OVERTIME	-	14,950	14,950	27,690
1600 OTHER REIMBURSED ALLOWANCES	23,160	480	480	480
2100 F.I.C.A.	45,567	51,060	51,060	53,903
2200 RETIREMENT CONTRIBUTION	99,343	109,463	109,463	109,648
2300 LIFE AND HEALTH INSURANCE	107,070	141,233	141,233	103,054
2400 WORKERS COMPENSATION	13,800	7,855	7,855	5,675
TOTAL	896,394	977,067	977,067	976,889
SUPPLIES AND OTHER SERVICES:				
3100 PROFESSIONAL SERVICES	13,804	250	250	250
3400 OTHER CONTRACTUAL SERVICES	4,800	4,800	4,800	4,800
4000 TRAVEL & PER DIEM	1,359	2,800	2,000	2,350
4100 COMMUNICATIONS	1,709	-	-	960
4200 FREIGHT & POSTAGE	281	1,000	300	500
4300 UTILITY SERVICES	827,919	890,000	850,000	871,440
4400 RENTAL & LEASES	-	1,500	1,500	1,500
4500 LIABILITY & CASUALTY INSURANCE	49,440	-	-	-
4600 REPAIR AND MAINTENANCE	189,588	171,500	140,000	134,000
4610 VEHICLE MAINTENANCE	17,288	8,500	10,000	17,125
4700 PRINTING AND BINDING	18	-	-	-
4900 OTHER CHARGES	227,487	239,550	270,000	355,350
4902 LEGAL ADVERTISING	842	-	-	-
4960 BAD DEBT EXPENSE	-	50,000	50,000	50,000
5100 OFFICE SUPPLIES	1,331	1,740	1,000	1,340
5200 OPERATING SUPPLIES	206,762	212,000	200,000	241,966
5250 FUEL & GASOLINE	9,544	10,875	10,000	5,450
5400 BOOKS, PUBS, SUBS & MEMBERSHIPS	105	200	200	200
5500 TRAINING	2,366	3,010	3,000	3,860
5901 FRANCHISE FEES - SEWER	241,414	-	-	-
TOTAL	1,796,057	1,597,725	1,543,050	1,691,091
CAPITAL OUTLAY:				
6200 BUILDINGS		25,000	25,000	-
6400 EQUIPMENT	26,737	76,500	76,500	40,000
TOTAL	26,737	101,500	101,500	40,000
TOTAL COST	2,719,188	2,676,292	2,621,617	2,707,980

**CITY OF APOPKA
WASTEWATER PLANT**

STAFFING ANALYSIS

NUMBER OF FULL-TIME/PART-TIME PERSONNEL

<u>POSITION</u>	<u>2015</u>	<u>2016</u>	<u>2017</u>
CHIEF W/W PLANT OPERATOR "A"	1	1	1
LEAD W/W PLANT OPERATOR "A"	1	0	0
W/W PLANT OPERATOR "A"	1	1	1
W/W PLANT OPERATOR "B"	2	2	2
W/W PLANT OPERATOR "C"	1	4	4
LEAD LAB TECHNICIAN	1	1	1
ASSISTANT LAB TECHNICIAN	1	1	1
PLANT MECHANIC	1	1	1
ENVIRONMENTAL SPECIALIST I	1	1	1
INSTRUMENTATION TECH	1	1	1
UTILITY ELECTRICIAN	1	1	1
W/W PLANT OPERATOR TRAINEE	2	0	0
TOTAL	14	14	14

CAPITAL OUTLAY

6200 - Buildings:		
	Total Improvements	\$ -
6400 - Equipment		
Moisture Analyzer		\$ 5,000
Ford F-150		35,000
	Total Equipment	\$ 40,000
Total Capital Outlay		\$ 40,000

**CITY OF APOPKA
UTILITY CONSTRUCTION**

The Utility Construction Division provides installation of large water, sewer and reuse mains throughout the Apopka Utility Service area.

FISCAL YEAR	CLASSIFICATION	TOTAL COST
2015	ACTUAL	561,368
2016	BUDGET	698,739
2016	ESTIMATE	671,437
2017	ADOPTED	1,447,097

GOALS:

- Improve scheduling utility construction projects, including start and completion dates.
- Work with GIS to GPS valves and piping for new utility pipeline projects.
- Increase training on the safe operation of heavy equipment used in construction projects.

PERFORMANCE MEASURES:

	Actual FY 2014	Actual FY 2015	Estimated FY 2016	%age Change
# of new water mains installed	6,160	5,400	3,800	-29.6%
# of new sewer mains installed	6,470	3,200	2,550	-20.3%
# of new reuse mains installed	4,650	5,800	16,960	192.4%
# of training classes attended	28	26	24	-7.7%

**CITY OF APOPKA
UTILITY CONSTRUCTION**

LINE ITEM DETAIL

	<u>2015</u>	<u>2016</u>	<u>2016</u>	<u>2017</u>
	<u>ACTUAL</u>	<u>BUDGET</u>	<u>ESTIMATE</u>	<u>ADOPTED</u>
PERSONNEL COSTS:				
1200 REGULAR SALARIES AND WAGES	314,103	386,252	386,252	444,496
1210 LONGEVITY PAY	4,317	3,253	3,253	3,282
1400 OVERTIME	1,189	1,200	1,200	1,200
2100 F.I.C.A.	22,870	29,889	29,889	34,347
2200 RETIREMENT CONTRIBUTION	49,508	64,076	64,076	73,632
2300 LIFE AND HEALTH INSURANCE	81,000	100,391	100,391	99,660
2400 WORKERS COMPENSATION	9,600	5,793	5,793	4,215
TOTAL	482,587	590,854	590,854	660,832
SUPPLIES AND OTHER SERVICES:				
3100 PROFESSIONAL SERVICES	-	-	-	-
4100 COMMUNICATIONS	767	-	-	-
4200 FREIGHT & POSTAGE	-	130	-	130
4300 UTILITY SERVICES	5,837	9,000	15,000	16,900
4400 RENTAL & LEASES	-	-	-	-
4500 LIABILITY & CASUALTY INSURANCE	7,500	-	-	-
4600 REPAIR AND MAINTENANCE	-	1,200	1,200	1,200
4650 VEHICLE MAINTENANCE	35,282	36,000	30,000	45,300
5100 OFFICE SUPPLIES	74	500	383	300
5200 OPERATING SUPPLIES	17,996	14,685	12,000	18,685
5250 FUEL & GASOLINE	11,325	44,050	20,000	11,540
5500 TRAINING	-	2,320	2,000	1,160
TOTAL	78,781	107,885	80,583	95,215
CAPITAL OUTLAY:				
6200 BUILDINGS	-	-	-	-
6300 IMPROV. OTHER THAN BUILDINGS	-	-	-	-
6400 EQUIPMENT	-	-	-	691,050
TOTAL	-	-	-	691,050
TOTAL COST	561,368	698,739	671,437	1,447,097

**CITY OF AOPKA
UTILITY CONSTRUCTION**

STAFFING ANALYSIS

NUMBER OF FULL-TIME/PART-TIME PERSONNEL

<u>POSITION</u>	<u>2015</u>	<u>2016</u>	<u>2017</u>
CONSTRUCTION FOREMAN	1	1	1
UTILITY FOREMAN	1	1	1
UTILITY SERVICE WORKER I	0	1	1
UTILITY SERVICE WORKER II	8	7	7
TOTAL	10	10	10

CAPITAL OUTLAY

6300 - Improvements:

Total Improvements	\$ -
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6400 - Equipment

Ford F-550 Crew Cab Utility Bed	\$ 56,550
323 Cat excavator 48" Bucket	189,500
926 Cat Loader with Bucket, Forks and Extended Warranty	165,000
Laymore Street Sweeper	30,000
Boring Machine	\$ 250,000
Total Equipment	\$ 691,050

Total Capital Outlay	\$ 691,050
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**CITY OF AOPKA
WATER MAINTENANCE**

The Water Maintenance Division of the Public Utilities maintains over 200 miles of water and reuse lines, 1200 fire hydrants, installs water meters and maintains the backflow program. This division also provides after hours on call service to better serve the Apopka customers.

FISCAL YEAR	CLASSIFICATION	TOTAL COST
2015	ACTUAL	1,528,621
2016	BUDGET	1,535,747
2016	ESTIMATE	1,460,384
2017	ADOPTED	1,663,859

GOALS:

- Continue to work with GIS to improve the utility mapping system.
- Continue to GPS valves and install valve markers throughout the water distribution system.
- Update Cross Connection Control Ordinance and submit to DEP for approval and City Council for adoption.
- Reduce water outages due to leaks and water main breaks by 10%.

PERFORMANCE MEASURES:

	Actual FY 2014	Actual FY 2015	Estimated FY 2016	%age Change
# of miles of pipe maintained	320	360	400	11.1%
# of leaks or breaks annually	360	390	410	5.1%
# of valve replacements-annually	15	17	20	17.6%
# of backflow test	1500	1600	1700	6.3%
# of new install meters	733	800	950	18.8%
# of meter replacements	2000	2050	2100	2.4%
# of after hour calls	392	400	450	12.5%

**CITY OF APOPKA
WATER MAINTENANCE**

LINE ITEM DETAIL

	<u>2015</u>	<u>2016</u>	<u>2016</u>	<u>2017</u>
	<u>ACTUAL</u>	<u>BUDGET</u>	<u>ESTIMATE</u>	<u>ADOPTED</u>
PERSONNEL COSTS:				
1200 REGULAR SALARIES AND WAGES	423,779	495,869	495,869	431,678
1210 LONGEVITY PAY	4,303	3,970	3,970	2,205
1400 OVERTIME	52,419	50,440	50,440	50,440
1600 OTHER REIMBURSED ALLOWANCES	11	960	960	480
2100 F.I.C.A.	36,835	42,170	42,170	37,087
2200 RETIREMENT CONTRIBUTION	79,971	90,403	90,403	79,508
2300 LIFE AND HEALTH INSURANCE	109,170	139,763	139,763	149,115
2400 WORKERS COMPENSATION	15,500	8,109	8,109	4,542
TOTAL	721,988	831,684	831,684	755,055
SUPPLIES AND OTHER SERVICES:				
3100 PROFESSIONAL SERVICES	39	-	-	-
3400 OTHER CONTRACTUAL SERVICES	1,187	900	900	900
4000 TRAVEL & PER DIEM	-	-	-	-
4100 COMMUNICATIONS	3,408	480	-	1,444
4200 FREIGHT & POSTAGE	572	1,200	100	600
4300 UTILITY SERVICES	7,891	10,300	9,000	10,300
4400 RENTAL & LEASES	6,588	11,325	4,400	11,400
4500 LIABILITY & CASUALTY INSURANCE	10,500	-	-	-
4600 REPAIR AND MAINTENANCE	2,251	4,000	2,000	4,000
4650 VEHICLE MAINTENANCE	57,543	46,200	45,500	48,500
4900 OTHER CHARGES	7,221	7,000	6,500	7,000
5100 OFFICE SUPPLIES	1,365	1,400	1,150	1,400
5200 OPERATING SUPPLIES	536,365	389,467	375,000	349,632
5201 VENDING SUPPLIES	959	40,931	40,000	52,881
5236 BACKFLOW OPERATIONAL SUPPLIES	25,532	21,000	21,000	42,537
5245 CONTRACTOR METER REPAIRS	4,395	3,350	3,000	23,350
5250 FUEL & GASOLINE	41,728	39,925	20,000	22,575
5400 BOOKS, PUBS, SUBS & MEMBERSHIPS	2,503	165	150	165
5500 TRAINING	-	2,420	1,000	3,420
TOTAL	710,047	580,063	529,700	580,104
CAPITAL OUTLAY:				
6300 INFRASTRUCTURE	89,315	75,000	50,000	170,000
6400 EQUIPMENT	7,271	49,000	49,000	158,700
TOTAL	96,586	124,000	99,000	328,700
TOTAL COST	1,528,621	1,535,747	1,460,384	1,663,859

**CITY OF AOPKA
WATER MAINTENANCE**

STAFFING ANALYSIS

NUMBER OF FULL-TIME/PART-TIME PERSONNEL

<u>POSITION</u>	<u>2015</u>	<u>2016</u>	<u>2017</u>
UTILITY FOREMAN	1	1	1
UTILITY SERVICE WORKER II	9	9	9
UTILITY SERVICE WORKER I	1	1	1
TOTAL	11	11	11

CAPITAL OUTLAY

6300 - Improvements:		
Water main upgrades		\$ 100,000
New Water Mains 6" HDPE - 7th Street from Park to Forest		20,000
Replace Class 200 abd AC lines with 6" HDPE- Villas at Errol Estates		50,000
Total Improvements		<u>\$ 170,000</u>
6400 - Equipment		
IPADS (3)		\$ 1,800
3" Trash Pump		1,500
Cross Connection Control Backflow Software		22,500
Ford F-150 CNG		35,000
Ford F-450 Diesel		45,000
Mini Excavator with Trailer		50,000
Trimsle GPS unit with screen control		2,900
Total Equipment		<u>\$ 158,700</u>
Total Capital Outlay		\$ 328,700

CITY OF AOPKA UTILITY BILLING

The Utility Billing Division provides meter reading, monthly billing and collection services to customers who utilize the City's water, sewer and solid waste collection services by efficiently providing timely and responsive support to their needs concerning their utility account. To assist customers with various services, complaints and problems while ensuring compliance with department processes and City ordinances. To identify, bill and process all business license

FISCAL YEAR	CLASSIFICATION	TOTAL COST
2015	ACTUAL	785,564
2016	BUDGET	851,230
2016	ESTIMATE	814,978
2017	ADOPTED	804,552

GOALS:

- Provide friendly customer service on the phone and in-person.
- Provide accurate and clear utility billing invoices.
- Increase electronic/paperless billing and automatic draft payments.
- Increase efficiency and accuracy of meter reading and utility billing process.

PERFORMANCE MEASURES:

	Actual FY 2014	Actual FY 2015	Estimated FY 2016	%age Change
# of bills mailed monthly	20,503	21,439	22,511	5.0%
# of electronic bills	636	695	737	6.0%
# of walk in customers per month	4,288	4,434	4,656	5.0%
# of ACH customers per month	1,490	1,570	1,649	5.0%

**CITY OF APOPKA
UTILITY BILLING**

LINE ITEM DETAIL

	<u>2015</u>	<u>2016</u>	<u>2016</u>	<u>2017</u>
	ACTUAL	BUDGET	ESTIMATE	ADOPTED
PERSONNEL COSTS:				
1200 REGULAR SALARIES AND WAGES	258,287	256,944	256,944	235,120
1230 LONGEVITY PAY	1,404	1,483	1,483	894
1400 OVERTIME	-	-	-	-
2100 F.I.C.A.	18,604	19,770	19,770	18,055
2200 RETIREMENT CONTRIBUTION	40,425	42,382	42,382	38,707
2300 LIFE AND HEALTH INSURANCE	38,250	60,038	60,038	62,753
2400 WORKERS COMPENSATION	4,800	228	228	118
TOTAL	361,770	380,845	380,845	355,647
SUPPLIES AND OTHER SERVICES:				
3200 AUDIT SERVICES	20,428	-	-	-
3400 OTHER CONTRACTUAL SERVICES	131,170	99,000	121,696	112,720
4100 COMMUNICATION SERVICES	-	-	-	-
4200 FREIGHT & POSTAGE	136,021	157,700	142,870	141,500
4500 LIABILITY & CASUALTY INSURANCE	7,050	-	-	-
4600 REPAIR AND MAINTENANCE	13,055	49,600	49,600	38,100
4700 PRINTING AND BINDING	105,655	143,135	103,150	143,135
5100 OFFICE SUPPLIES	5,601	12,450	8,510	9,450
5200 OPERATING SUPPLIES	4,814	4,000	3,807	4,000
5500 TRAINING	-	-	-	-
TOTAL	423,794	465,885	429,633	448,905
CAPITAL OUTLAY:				
6200 BUILDINGS	-	-	-	-
6300 IMPROV. OTHER THAN BUILDINGS	-	4,500	4,500	-
6400 EQUIPMENT	-	-	-	-
TOTAL	-	4,500	4,500	-
TOTAL COST	785,564	851,230	814,978	804,552

**CITY OF AOPKA
UTILITY BILLING**

STAFFING ANALYSIS

NUMBER OF FULL-TIME/PART-TIME PERSONNEL

<u>POSITION</u>	<u>2015</u>	<u>2016</u>	<u>2017</u>
UTILITY BILLING MANAGER	1	1	1
CUSTOMER SERVICE SPECIALIST	2	2	2
CUSTOMER SERVICE CLERK	2	2	2
TOTAL	5	5	5

CAPITAL OUTLAY

6300 - Improv. Other than Buildings	-
6400 - Equipment	-
Total Capital Equipment	-
Total Capital Outlay	-

**CITY OF AOPKA
WASTEWATER MAINTENANCE**

The Wastewater Maintenance Division of the Public Utilities repairs and maintains all the sewer lines and lift stations within the service area of the City.

FISCAL YEAR	CLASSIFICATION	TOTAL COST
2015	ACTUAL	1,290,466
2016	BUDGET	1,471,563
2016	ESTIMATE	1,400,316
2017	ADOPTED	2,122,639

GOALS:

- Continue to work with GIS to improve utility mapping system.
- Inspect 10% of the sanitary sewer gravity system and line the piping where applicable.
- Reduce sanitary sewer overflows by 10%.
- Increase training on the safe operation of heavy equipment used in sewer maintenance.

PERFORMANCE MEASURES:

	Actual FY 2014	Actual FY 2015	Estimated FY 2016	%age Change
# of lift stations maintained	115	116	120	3.4%
# of lift station repairs	4	5	5	0.0%
# of miles of sewer lines maintained	249	255	265	3.9%
# of sewer line repairs/replaced	30	40	40	0.0%
# of new sewer lines installed	0	0	0	0.0%
# of sewer inspections performed	5	20	30	50.0%
# of sewer overflows	3	4	5	25.0%

**CITY OF APOPKA
WASTEWATER MAINTENANCE**

LINE ITEM DETAIL

	<u>2015</u>	<u>2016</u>	<u>2016</u>	<u>2017</u>
	<u>ACTUAL</u>	<u>BUDGET</u>	<u>ESTIMATE</u>	<u>ADOPTED</u>
PERSONNEL COSTS:				
1200 REGULAR SALARIES AND WAGES	303,682	366,763	366,763	393,893
1210 LONGEVITY PAY	1,737	1,968	1,968	2,089
1400 OVERTIME	33,674	34,840	34,840	27,500
1600 OTHER REIMBURSED ALLOWANCES	5	480	480	480
2100 F.I.C.A.	23,472	30,910	30,910	32,433
2200 RETIREMENT CONTRIBUTION	44,057	58,285	58,285	61,172
2300 LIFE AND HEALTH INSURANCE	68,836	90,793	90,793	66,766
2400 WORKERS COMPENSATION	8,700	4,677	4,677	5,283
TOTAL	484,163	588,716	588,716	589,616
SUPPLIES AND OTHER SERVICES:				
3100 PROFESSIONAL SERVICES	-	-	-	-
3400 OTHER CONTRACTUAL SERVICES	800	900	900	900
4100 COMMUNICATIONS	2,296	1,057	-	1,272
4200 FREIGHT & POSTAGE	-	400	-	400
4300 UTILITY SERVICES	5,040	11,025	5,000	4,500
4400 RENTAL & LEASES	15,024	21,770	21,000	21,900
4500 LIABILITY & CASUALTY INSURANCE	6,720	-	-	-
4600 REPAIR AND MAINTENANCE	397,801	398,340	370,000	381,840
4610 VEHICLE MAINTENANCE	25,919	25,000	50,000	38,000
4900 OTHER CHARGES	50	1,400	1,400	2,900
5100 OFFICE SUPPLIES	1,367	1,200	300	600
5200 OPERATING SUPPLIES	214,304	213,695	213,000	255,450
5250 FUEL & GASOLINE	28,162	22,250	15,000	16,525
5400 BOOKS, PUBS, SUBS & MEMBERSHIPS	-	-	-	500
5500 TRAINING	390	2,360	2,000	4,736
TOTAL	697,873	699,397	678,600	729,523
CAPITAL OUTLAY:				
6300 IMPROV. OTHER THAN BUILDINGS	96,572	100,000	50,000	150,000
6400 EQUIPMENT	11,858	83,450	83,000	653,500
TOTAL	108,430	183,450	133,000	803,500
TOTAL COST	1,290,466	1,471,563	1,400,316	2,122,639

**CITY OF AOPKA
WASTEWATER MAINTENANCE**

STAFFING ANALYSIS

NUMBER OF FULL-TIME/PART-TIME PERSONNEL

<u>POSITION</u>	<u>2015</u>	<u>2016</u>	<u>2017</u>
UTILITY MAINTENANCE CONST MANAGER	1	1	1
UTILITY FOREMAN	1	1	1
UTILITY SERVICE WORKER II	7	7	7
TOTAL	9	9	9

CAPITAL OUTLAY

6300 - Improvements:		
Misc Reclaimed Water Lines		\$ 50,000
Misc Sanitary Sewer Lines		50,000
Extended Force Main on 13th St and Robinson Ave		50,000
Total Improvements		<u>\$ 150,000</u>
6400 - Equipment		
Bypass Pump for LS 17 (Forest Ave)		\$ 75,000
Bypass Pump for LS 51 (IFAS)		65,000
Crabe Truck Boom		22,000
Dell Tablet		1,500
Ford F-550 Reg Cab		52,500
LS 28 Pump Replacement (2)		36,000
LS 42 Pump Replacement (2)		19,500
Vac-Con Sewer Truck		375,000
Laptops (5)		5,000
Design Engineering Software		2,000
Total Equipment		<u>\$ 653,500</u>
Total Capital Outlay		\$ 803,500

CITY OF AOPKA RESTORATION

The Restoration Division of the Public Utilities is responsible for the restoration of streets, sidewalks and public right-of-ways to ensure the safety of our citizens and employees.

FISCAL YEAR	CLASSIFICATION	TOTAL COST
2015	ACTUAL	224,557
2016	BUDGET	383,585
2016	ESTIMATE	379,132
2017	ADOPTED	343,798

GOALS:

- Improve Safety
- Educate employees
- Working more efficiently using proper tools and techniques
- Improve communications

PERFORMANCE MEASURES:

	Actual FY 2014	Actual FY 2015	Estimated FY 2016	%age Change
# of street restorations	not available	100	330	230.0%
# of sidewalk restorations	not available	25	30	20.0%
# of landscaping restorations	not available	15	25	66.7%

Performance Measures were implemented during FY15 and therefore prior year amounts were not available.

**CITY OF APOPKA
RESTORATION**

LINE ITEM DETAIL

	<u>2015</u>	<u>2016</u>	<u>2016</u>	<u>2017</u>
	<u>ACTUAL</u>	<u>BUDGET</u>	<u>ESTIMATE</u>	<u>ADOPTED</u>
PERSONNEL COSTS:				
1200 REGULAR SALARIES AND WAGES	125,841	137,840	137,840	135,341
1210 LONGEVITY PAY	655	773	773	136
1400 OVERTIME	10,358	4,740	4,740	8,160
2100 F.I.C.A.	9,953	10,967	10,967	10,988
2200 RETIREMENT CONTRIBUTION	21,299	23,510	23,510	23,557
2300 LIFE AND HEALTH INSURANCE	30,600	40,352	40,352	33,830
2400 WORKERS COMPENSATION	3,900	4,870	4,870	7,193
TOTAL	202,606	223,052	223,052	219,205
SUPPLIES AND OTHER SERVICES:				
3100 PROFESSIONAL SERVICES	41	-	-	-
4300 UTILITY SERVICES	-	-	-	-
4400 RENTAL & LEASES	-	1,000	1,000	1,000
4500 LIABILITY & CASUALTY INSURANCE	3,000	-	-	-
4600 REPAIR AND MAINTENANCE	165	2,500	2,500	-
4650 VEHICLE MAINTENANCE	5,010	7,450	7,000	7,950
4900 OTHER CHARGES	-	-	280	-
5100 OFFICE SUPPLIES	75	200	200	200
5200 OPERATING SUPPLIES	8,165	8,783	6,000	75,543
5250 FUEL & GASOLINE	5,270	5,000	3,500	4,300
5500 TRAINING	225	600	600	600
TOTAL	21,951	25,533	21,080	89,593
CAPITAL OUTLAY:				
6300 INFRASTRUCTURE	-	100,000	100,000	-
6400 EQUIPMENT	-	35,000	35,000	35,000
TOTAL	-	135,000	135,000	35,000
TOTAL COST	224,557	383,585	379,132	343,798

**CITY OF APOPKA
RESTORATION**

STAFFING ANALYSIS

NUMBER OF FULL-TIME/PART-TIME PERSONNEL

<u>POSITION</u>	<u>2015</u>	<u>2016</u>	<u>2017</u>
CONSTRUCTION FOREMAN	1	1	1
MAINTENANCE WORKER II	2	2	2
MAINTENANCE WORKER I	1	1	1
TOTAL	4	4	4

CAPITAL OUTLAY

6200 - Buildings:

Total Buildings	\$ -
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6400 - Equipment

Ford F-350 Diesel

Total Equipment	\$ 35,000
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Total Capital Outlay	\$ 35,000
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**CITY OF AOPKA
DESIGN ENGINEERING**

This Division of the Utility Department, Design Engineering, provides the design function for water, sewer, streets and stormwater projects. Additionally, this division prepares design projects for parks/recreation, supervises the construction of City projects as well as various buildings and structures throughout the City.

FISCAL YEAR	CLASSIFICATION	TOTAL COST
2015	ACTUAL	656,722
2016	BUDGET	751,435
2016	ESTIMATE	745,757
2017	ADOPTED	795,176

GOALS:

- Design and construct the Plymouth Sorrento Rd. and Yothers Rd. intersection improvements
- Review and update the Construction Design Standards Manual. Submit to the City Council for adoption.
- Design and construct the Marden Rd. pavement and drainage improvements - Keene Rd. to Ocoee-Apopka Rd.
- Purchase and install new plotter to expand the Design Engineering capabilities and improve timeliness of plan

PERFORMANCE MEASURES:

	Actual FY 2014	Actual FY 2015	Estimated FY 2016	%age Change
# of improvement projects started	1	1	1	0%
# of improvements completed	0	0	2	0%
# of paving/drainage projects started	2	2	1	-50%
# of paving/drainage projects comple	2	2	1	-50%

**CITY OF APOPKA
DESIGN ENGINEERING**

LINE ITEM DETAIL

	<u>2015</u>	<u>2016</u>	<u>2016</u>	<u>2017</u>
	<u>ACTUAL</u>	<u>BUDGET</u>	<u>ESTIMATE</u>	<u>ADOPTED</u>
PERSONNEL COSTS:				
1200 REGULAR SALARIES AND WAGES	491,143	542,299	542,299	579,920
1210 LONGEVITY PAY	1,735	2,395	2,259	2,076
1400 OVERTIME	-	800	20	800
1600 OTHER REIMBURSED ALLOWANCES	16	1,440	1,440	1,440
2100 F.I.C.A.	34,522	41,841	41,841	44,694
2200 RETIREMENT CONTRIBUTION	42,986	49,717	49,717	53,900
2300 LIFE AND HEALTH INSURANCE	53,550	80,705	80,705	86,532
2400 WORKERS COMPENSATION	4,800	4,143	4,143	2,509
TOTAL	628,752	723,340	722,424	771,871
SUPPLIES AND OTHER SERVICES:				
3400 OTHER CONTRACTUAL SERVICES	-	-	-	-
4100 COMMUNICATIONS	1,489	-	-	-
4200 FREIGHT & POSTAGE	197	550	200	550
4300 UTILITY SERVICES	5,806	5,500	5,000	5,500
4500 LIABILITY & CASUALTY INSURANCE	3,720	-	-	-
4600 REPAIR AND MAINTENANCE	4,178	5,045	3,000	5,870
4650 VEHICLE MAINTENANCE	794	1,600	3,500	2,500
5100 OFFICE SUPPLIES	2,955	3,000	2,000	2,500
5200 OPERATING SUPPLIES	5,996	2,200	1,500	2,200
5250 FUEL & GASOLINE	981	1,575	800	1,500
5400 BOOKS, PUBS, SUBS & MEMBERSHIPS	482	825	800	885
5500 TRAINING	1,372	1,800	1,500	1,800
TOTAL	27,970	22,095	18,300	23,305
CAPITAL OUTLAY:				
6300 IMPROV. OTHER THAN BUILDINGS	-	-	-	-
6400 EQUIPMENT	-	6,000	5,033	-
TOTAL	-	6,000	5,033	-
TOTAL COST	656,722	751,435	745,757	795,176

**CITY OF AOPKA
DESIGN ENGINEERING**

STAFFING ANALYSIS

NUMBER OF FULL-TIME/PART-TIME PERSONNEL

<u>POSITION</u>	<u>2015</u>	<u>2016</u>	<u>2017</u>
SR. PROJECT COORDINATOR	1	1	1
PROJECT COORDINATOR	1	1	1
GIS ANALYST	1	1	1
GIS TECHNICIAN	0	1	1
CIVIL ENGINEER III	1	1	2
ENGINEERING TECH	1	1	1
SR ROADWAY & UTILITY DESIGN	1	1	0
CONSTRUCTION INSPECTOR	1	1	1
TOTAL	7	8	8

CAPITAL OUTLAY

6300 - Improvements:		
Total Improvements		\$ -
6400 - Equipment		
Total Equipment		\$ -
Total Capital Outlay		\$ -

**CITY OF APOPKA
PUBLIC UTILITIES
TRANSFERS**

LINE ITEM DETAIL

	<u>2015</u> <u>ACTUAL</u>	<u>2016</u> <u>BUDGET</u>	<u>2016</u> <u>ESTIMATE</u>	<u>2017</u> <u>ADOPTED</u>
OPERATING COSTS:				
1200 BACKGROUND CHECKS	500	500	500	500
1210 AUDIT SERVICES	16,350	15,800	15,800	17,880
1600 IT CHARGES	63,000	64,000	64,000	64,000
2100 LIABILITY & CASUALTY INSURANCE	169,350	170,000	170,000	170,000
2200 FRANCHISE FEES - WATER*	340,000	510,300	510,300	501,000
2200 FRANCHISE FEES - SEWER*	220,000	338,766	338,766	360,000
<i>* Prior to 2016 4% collected. Increased to 6% to agree with Code</i>				
TOTAL	809,200	1,099,366	1,099,366	1,113,380
ADMINISTRATIVE SERVICES	2,312,023	2,530,156	2,530,156	2,637,751
PILOT	447,087	454,501	454,501	552,019
RETURN ON INVESTMENT/GOODWILL	1,000,000	1,000,000	1,000,000	1,000,000
	<u>3,759,110</u>	<u>3,984,657</u>	<u>3,984,657</u>	<u>4,189,770</u>
TRANSFER TO GENERAL FUND:	<u>4,568,310</u>	<u>5,084,023</u>	<u>5,084,023</u>	<u>5,303,150</u>

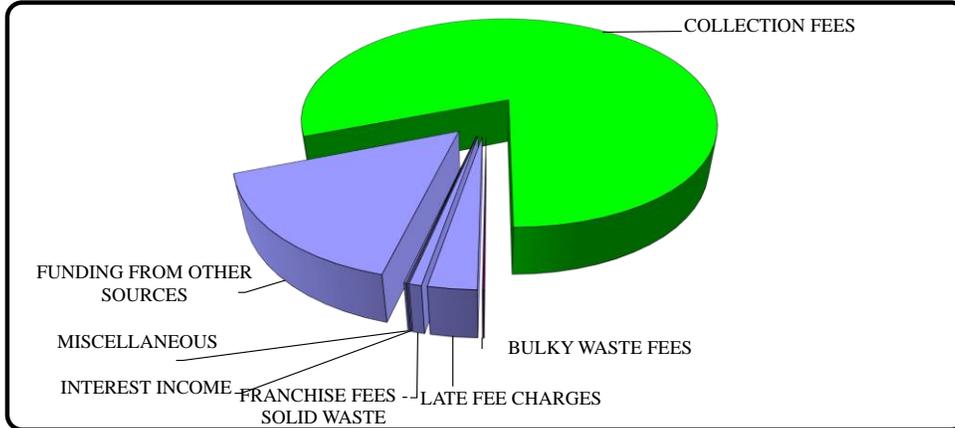
**CITY OF APOPKA
PUBLIC UTILITIES DEBT SERVICE**

		ACTUAL	ADOPTED	ADOPTED	PERCENT
		FY 2014-15	BUDGET	BUDGET	CHANGE
			FY 2015-16	FY 2016-17	
PRINCIPAL					
401-3111-517.7101	2012 Utility Revenue Bond - Water Plant	\$ 19,140	\$ 20,328	\$ 19,800	-2.60%
401-3121-517.7101	2012 Utility Revenue Bond - Wastewater Plant	51,693	54,901	53,475	-2.60%
403-3113-517.7101	2012 Utility Revenue Bond - Water Impact	219,675	233,310	227,250	-2.60%
403-3115-517.7101	2012 Utility Revenue Bond - Reuse Impact	89,175	94,710	92,250	-2.60%
403-3123-517.7101	2012 Utility Revenue Bond - Wastewater Impact	345,318	366,751	357,225	-2.60%
INTEREST					
401-3111-517.7201	2012 Utility Revenue Bond - Water Plant	\$ 16,083	15,509	15,508	-0.01%
401-3121-517.7201	2012 Utility Revenue Bond - Wastewater Plant	43,436	41,885	41,885	0.00%
403-3113-517.7201	2012 Utility Revenue Bond - Water Impact	184,588	177,998	177,997	-76.47%
403-3115-517.7201	2012 Utility Revenue Bond - Reuse Impact	74,932	72,257	72,256	146.34%
403-3123-517.7201	2012 Utility Revenue Bond - Wastewater Impact	290,162	279,803	279,802	-74.18%
OTHER					
401-3111-517.7301	2012 Utility Revenue Bond - Water Plant	\$ 1,184	\$ 1,436	\$ 1,336	-6.96%
401-3121-517.7301	2012 Utility Revenue Bond - Wastewater Plant	3,500	3,877	3,757	-3.10%
403-3113-517.7301	2012 Utility Revenue Bond - Water Impact	13,585	16,477	16,477	0.00%
403-3115-517.7301	2012 Utility Revenue Bond - Reuse Impact	5,515	6,689	6,689	0.00%
403-3123-517.7301	2012 Utility Revenue Bond - Wastewater Impact	21,356	25,900	25,900	0.00%
TOTAL BUDGET		\$ 1,379,342	\$ 1,411,831	\$ 1,391,607	-1.43%

**CITY OF AOPKA
SANITATION FUND**

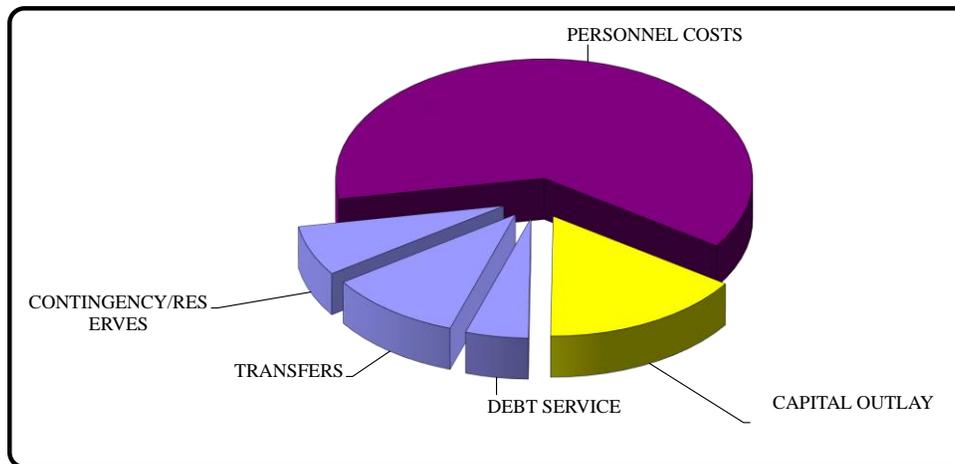
SANITATION FUND - REVENUE AND EXPENDITURES

FISCAL YEAR 2016-2017



TOTAL REVENUE \$ 5,207,300

	TOTALS	PERCENT REVENUES
COLLECTION FEES	\$ 4,200,000	81%
BULKY WASTE FEES	5,000	0%
LATE FEE CHARGES	145,000	3%
FRANCHISE FEES - SOLID WASTE	37,000	1%
INTEREST INCOME	4,300	0%
MISCELLANEOUS	6,000	0%
FUNDING FROM OTHER SOURCES	810,000	16%
TOTAL REVENUE	\$ 5,207,300	100%



TOTAL EXPENDITURES \$ 5,207,300

	TOTALS	PERCENT EXPENSES
OPERATING EXPENDITURES	\$ 3,245,569	62.33%
CAPITAL OUTLAY	815,000	15.66%
DEBT SERVICE	253,267	4.87%
TRANSFERS	539,796	10.37%
CONTINGENCY/RESERVES	353,668	6.80%
TOTAL EXPENDITURES	\$ 5,207,300	100%

**CITY OF AOPKA
SANITATION FUND**

SANITATION FUND BUDGET SUMMARY

	<u>2015</u> <u>ACTUAL</u>	<u>2016</u> <u>BUDGET</u>	<u>2016</u> <u>ESTIMATE</u>	<u>2017</u> <u>ADOPTED</u>
NET POSITION, OCTOBER 1	1,338,315	1,050,837	1,050,837	29,927
ADD REVENUES:				
CHARGES FOR SERVICES:				
343-6110 COLLECTION FEES	3,978,065	3,800,000	4,050,000	4,200,000
343-6115 BULKY WASTE FEES	5,760	8,500	5,000	5,000
343-6120 LATE FEE CHARGES	166,108	160,000	141,000	145,000
343-6125 FRANCHISE FEES - SOLID WASTE	37,729	36,000	36,700	37,000
TOTAL	4,187,662	4,004,500	4,232,700	4,387,000
MISCELLANEOUS REVENUES:				
343-6130 INTEREST INCOME	4,415	4,100	4,300	4,300
343-6135 MISCELLANEOUS	12,710	11,500	5,500	6,000
343-6140 CARRYOVER APPROPRIATIONS	-	1,323,945	-	-
384-0000 OTHER FINANCING SOURCES	-	-	-	810,000
TOTAL	17,125	1,339,545	9,800	820,300
TOTAL REVENUES AVAILABLE	5,543,102	6,394,882	5,293,337	5,237,227
DEDUCT EXPENSES:				
PERSONNEL COSTS	1,339,678	1,323,489	1,323,489	1,315,377
SUPPLIES AND OTHER SERVICES	1,878,294	2,013,906	1,933,271	1,930,192
DEPRECIATION	413,625	-	-	-
CAPITAL OUTLAY	-	977,000	977,000	815,000
DEBT SERVICE	11,008	129,010	129,010	253,267
TRANSFERS	849,660	900,640	900,640	539,796
CONTINGENCY	-	-	-	353,668
TOTAL EXPENSES	4,492,265	5,344,045	5,263,410	5,207,300
NET POSITION, SEPTEMBER 30	<u>1,050,837</u>	<u>1,050,837</u>	<u>29,927</u>	<u>29,927</u>
FUND BALANCE TO EXPENDITURE PERCENTAGE	23%	20%	1%	1%

**CITY OF APOPKA
SANITATION FUND**

The Sanitation Fund provides commercial and household solid waste pick-up and disposal for our citizens. Solid Waste service includes recycling, yard waste and bulky pick-up services

FISCAL YEAR	CLASSIFICATION	TOTAL COST
2014	ACTUAL	4,078,640
2015	BUDGET	5,344,045
2015	ESTIMATE	5,263,410
2016	ADOPTED	5,207,300

GOALS:

- Safety: Keep safety a priority and reinforce in performance evaluations, improving the quality of safety meeting materials and positive feedback. Have all drivers in the Sanitation Division "Smith Systems" certified by the the end of the fiscal year.
- Continue to develop a customer friendly service. Track complaints/compliments by driver as a means to identify and recongize employees that provide excellent customer service.
- Have hydraulic oil level sensors installed on all santition collection trucks and implement and document weekly maintenance quality inspections to reinforce quality daily checks by operators and quality preventative maintenance measures.
- Labor Utilization: Maintain or improve efficient labor utilization year after year while keeping workloads safe and reasonable, allowing enough coverage for vacations and holidays.

PERFORMANCE MEASURES:

	Actual FY 2014	Actual FY 2015	Estimated FY 2016	%age Change
# of sanitation fleet vehicles	21	22	22	0.0%
# of households served	15,425	15,996	16,411	2.6%
# of customer complaints	400	420	431	2.6%
Overtime hours	6,942	5,972	6,200	3.8%

**CITY OF APOPKA
SANITATION FUND**

LINE ITEM DETAIL

	<u>2015</u>	<u>2016</u>	<u>2016</u>	<u>2017</u>
	<u>ACTUAL</u>	<u>BUDGET</u>	<u>ESTIMATE</u>	<u>ADOPTED</u>
PERSONNEL COSTS:				
1200 REGULAR SALARIES AND WAGES	676,211	745,577	745,577	775,779
1210 LONGEVITY PAY	4,421	4,998	4,998	4,023
1400 OVERTIME	136,589	157,056	157,056	136,800
1600 OTHER REIMBURSED ALLOWANCES	5	480	480	480
2100 F.I.C.A.	59,158	69,470	69,470	70,156
2200 RETIREMENT CONTRIBUTION	112,461	135,202	135,202	136,081
2300 LIFE AND HEALTH INSURANCE	137,760	181,585	181,585	171,849
2400 WORKERS COMPENSATION	28,200	29,121	29,121	20,209
2500 UNEMPLOYMENT COMPENSATION	5,869	-	-	-
2600 POSTEMPLOYMENT BENEFITS	179,004	-	-	-
TOTAL	1,339,678	1,323,489	1,323,489	1,315,377
SUPPLIES AND OTHER SERVICES:				
3100 PROFESSIONAL SERVICES	41	20,000	-	-
3200 AUDIT SERVICES	3,628	-	-	-
3400 OTHER CONTRACTUAL SERVICES	1,131	840	840	865
4000 TRAVEL AND PER DIEM	228	-	-	-
4100 COMMUNICATIONS	1,104	-	-	640
4200 FREIGHT & POSTAGE	5,824	200	200	10,300
4300 UTILITY SERVICES	994,818	1,021,400	1,021,400	1,078,930
4400 RENTAL & LEASES	2,596	2,902	11,000	2,902
4500 LIABILITY & CASUALTY INSURANCE	18,000	-	-	-
4600 REPAIR AND MAINTENANCE	333	4,950	4,950	4,950
4650 VEHICLE MAINTENANCE	353,231	387,122	387,122	355,000
4700 PRINTING AND BINDING	19,717	2,000	2,000	37,500
4903 TEMPORARY LABOR	69,982	77,644	77,644	79,487
4960 BAD DEBT	21,587	-	-	-
5100 OFFICE SUPPLIES	951	1,000	1,000	800
5200 OPERATING SUPPLIES	181,885	202,940	202,940	214,381
5250 FUEL & GASOLINE	202,827	288,733	220,000	143,587
5400 BOOKS, PUBS, SUBS & MEMBERSHIPS	-	500	500	-
5500 TRAINING	411	3,675	3,675	850
TOTAL	1,878,294	2,013,906	1,933,271	1,930,192
CAPITAL OUTLAY:				
6400 EQUIPMENT	-	977,000	977,000	815,000
TOTAL	-	977,000	977,000	815,000
DEBT SERVICE:				
7101 PRINCIPAL	-	118,000	118,000	244,000
7202 INTEREST	11,008	11,010	11,010	9,267
TOTAL	11,008	129,010	129,010	253,267
TRANSFERS:				
9100 TRANSFER TO GENERAL FUND	849,660	900,640	900,640	539,796
TOTAL	849,660	900,640	900,640	539,796
CONTINGENCY:				
9300 CONTINGENCY	-	-	-	353,668
TOTAL	-	-	-	353,668
TOTAL COST	4,078,640	5,344,045	5,263,410	5,207,300

**CITY OF AOPKA
SANITATION FUND**

STAFFING ANALYSIS

NUMBER OF FULL-TIME/PART-TIME PERSONNEL

<u>POSITION</u>	<u>2015</u>	<u>2016</u>	<u>2017</u>
SOLID WASTE OPERATIONS MANAGER	1	1	1
SOLID WASTE TECHNICIAN	1	1	1
SANITATION EQUIPMENT OPERATOR	14	15	15
SOLID WASTE WORKER I	1	0	0
SOLID WASTE SPECIALIST	1	1	1
TOTAL	18	18	18

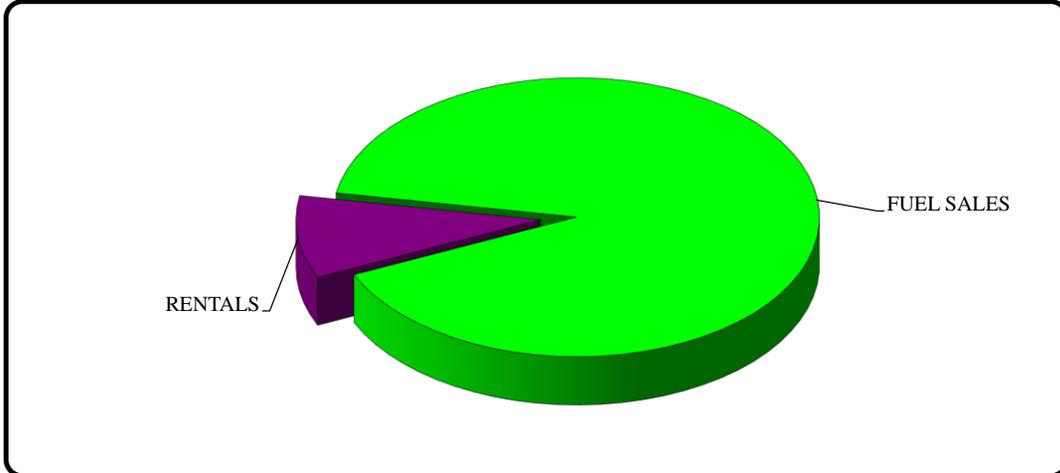
CAPITAL OUTLAY

6200 - Buildings		
		\$ -
	Total Building	\$ -
6400 - Equipment		
	Automated Side Loaded Garbage Trucks (2)	\$ 700,000
	8 CY Satellite Garbage Truck	110,000
	Motorola Radio	5,000
	Total Equipment	\$ 815,000
Total Capital Outlay		\$ 815,000

**CITY OF AOPKA
AIRPORT FUND**

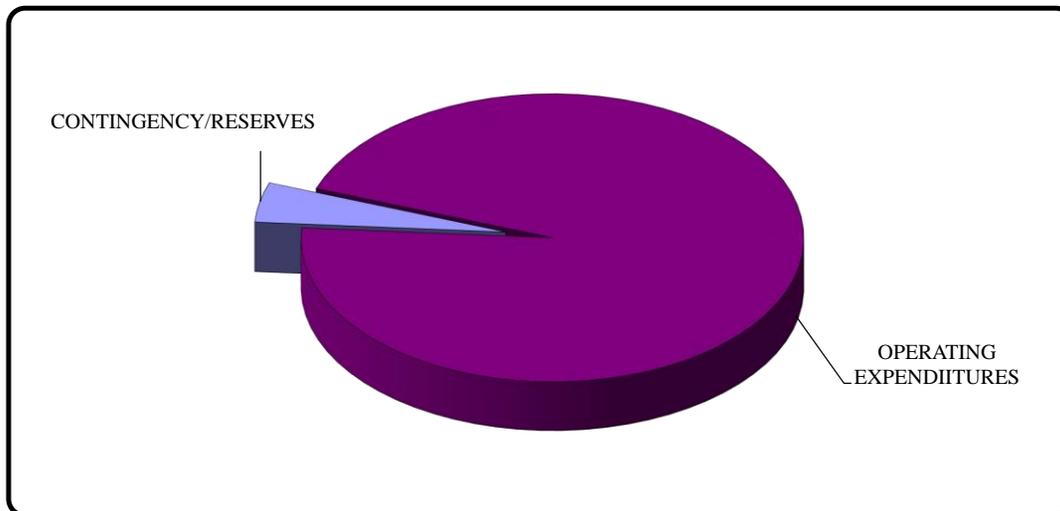
AIRPORT FUND - REVENUE AND EXPENDITURES

FISCAL YEAR 2016-2017



TOTAL REVENUE	\$	386,930
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	<u>TOTALS</u>	<u>PERCENT REVENUES</u>
FUEL SALES	\$ 350,000	90.46%
RENTALS	36,930	9.54%
TOTAL REVENUE	\$ 386,930	100%



TOTAL EXPENDITURES	\$	386,930
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	<u>TOTALS</u>	<u>PERCENT EXPENSES</u>
OPERATING EXPENDITURES	369,712	95.56%
CONTINGENCY/RESERVES	17,218	4.45%
TOTAL EXPENDITURES	\$ 386,930	100%

**CITY OF APOPKA
AIRPORT FUND**

AIRPORT FUND BUDGET SUMMARY

	<u>2015</u> <u>ACTUAL</u>	<u>2016</u> <u>BUDGET</u>	<u>2016</u> <u>ESTIMATE</u>	<u>2017</u> <u>ADOPTED</u>
NET POSITION, OCTOBER 1		(7,757)	(7,757)	24,943
ADD REVENUES:				
CHARGES FOR SERVICES:				
344-1000 AIRPORT FUEL SALES	507,464	534,950	348,000	350,000
361-1000 INTEREST EARNINGS	10	500	-	-
362-0006 AIRPORT RENTALS	23,075	30,900	32,000	36,930
TOTAL	<u>530,549</u>	<u>566,350</u>	<u>380,000</u>	<u>386,930</u>
TOTAL REVENUES AVAILABLE	530,549	558,593	372,243	411,873
DEDUCT EXPENSES:				
OPERATING EXPENSES	538,306	566,350	347,300	369,712
CONTINGENCY	-	-	-	17,218
TOTAL EXPENSES	<u>538,306</u>	<u>566,350</u>	<u>347,300</u>	<u>386,930</u>
NET POSITION, SEPTEMBER 30	<u>(7,757)</u>	<u>(7,757)</u>	<u>24,943</u>	<u>24,943</u>

**CITY OF APOPKA
AIRPORT FUND**

The Airport Fund tracks the operations of the municipal airport. In FY16 this fund was established. Previously the operations were included in the General Fund.

FISCAL YEAR	CLASSIFICATION	TOTAL COST
2015	ACTUAL	538,306
2016	BUDGET	566,350
2016	ESTIMATE	347,300
2017	ADOPTED	386,930

GOALS:

- Continually evaluate the facility rental fees and fuel prices to be sufficient to cover the Airport's operating costs.
- Improve the operations to increase utilization by the community.
- Increase rentals at the Airport facility.

PERFORMANCE MEASURES:

	Actual FY 2014	Actual FY 2015	Estimated FY 2016	%age Change
Fuel Sales	\$ 592,142	\$ 507,464	\$ 312,147	-38.5%
# of rentals	1.5	4	5	25.0%
Rental Income	\$ 11,235	\$ 22,550	\$ 32,408	43.7%

**CITY OF APOPKA
AIRPORT FUND**

LINE ITEM DETAIL

	<u>2015</u>	<u>2016</u>	<u>2016</u>	<u>2017</u>
	<u>ACTUAL</u>	<u>BUDGET</u>	<u>ESTIMATE</u>	<u>ADOPTED</u>
SUPPLIES AND OTHER SERVICES:				
3100 PROFESSIONAL SERVICES	-	24,000	24,000	24,000
3400 OTHER CONTRACTUAL SERVICES	27,371	-	-	3,912
4100 COMMUNICATION SERVICES	455	520	420	420
4300 UTILITYSERVICES	5,736	5,850	5,400	5,400
4500 LIABILITY & CASUALTY INSURANCE	-	-	-	-
4600 REPAIR AND MAINTENANCE	16,684	13,500	15,000	13,500
4900 OTHER CHARGES	1,910	2,480	2,480	2,480
5251 FUEL & GASOLINE	486,150	520,000	300,000	320,000
TOTAL	538,306	566,350	347,300	369,712
CAPITAL OUTLAY:				
6300 IMPROV. OTHER THAN BUILDINGS	-	-	-	-
6400 EQUIPMENT	-	-	-	-
TOTAL	-	-	-	-
CONTINGENCY:				
#### CONTINGENCY	-	-	-	17,218
TOTAL	-	-	-	17,218
TOTAL COST	538,306	566,350	347,300	386,930

**CITY OF APOPKA
AIRPORT FUND**

STAFFING ANALYSIS

NUMBER OF FULL-TIME/PART-TIME PERSONNEL

<u>POSITION</u>	<u>2015</u>	<u>2016</u>	<u>2017</u>
Not Applicable	<u>0</u>	<u>0</u>	<u>0</u>
TOTAL	0	0	0

CAPITAL OUTLAY

6300 - Improvements:

	Total Improvements	<u>\$ -</u>
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6400 - Equipment

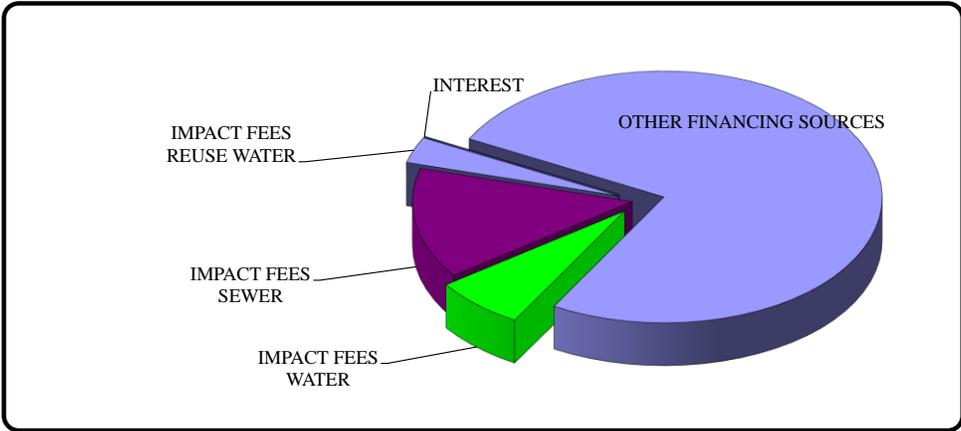
	Total Equipment	<u>\$ -</u>
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Total Capital Outlay	\$ -
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**CITY OF AOPKA
UTILITIES IMPACT FEES FUND**

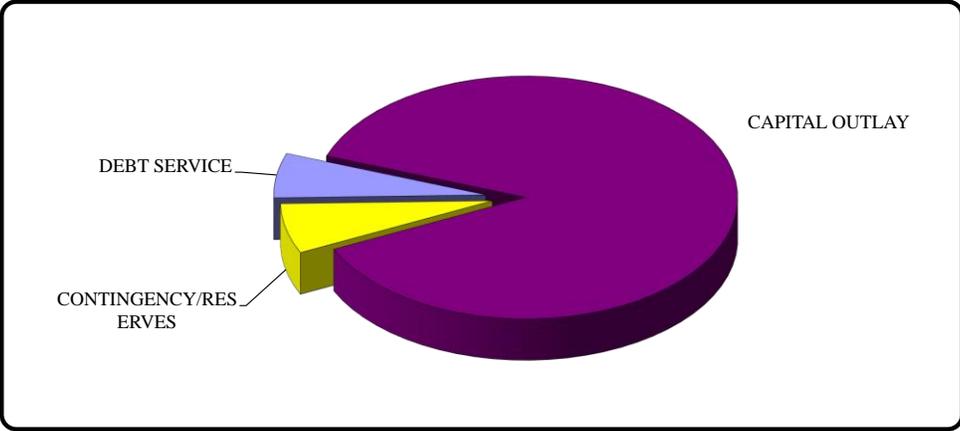
UTILITIES IMPACT FEES FUND - REVENUE AND EXPENDITURES

FISCAL YEAR 2016-2017



TOTAL REVENUE	\$ 21,137,000
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	TOTALS	PERCENT REVENUES
IMPACT FEES WATER	\$ 1,425,000	6.74%
IMPACT FEES SEWER	3,000,000	14.19%
IMPACT FEES REUSE WATER	707,000	3.34%
INTEREST	5,000	0.02%
OTHER FINANCING SOURCES	16,000,000	75.70%
TOTAL REVENUE	\$ 21,137,000	100%



TOTAL EXPENDITURES	\$ 21,137,000
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	TOTALS	PERCENT EXPENSES
CAPITAL OUTLAY	18,481,452	87.44%
CONTINGENCY/RESERVES	1,399,701	6.62%
DEBT SERVICE	1,255,847	5.94%
TOTAL EXPENDITURES	\$ 21,137,000	100%

**CITY OF APOPKA
UTILITIES IMPACT FEES FUND**

UTILITIES IMPACT FEES FUND BUDGET SUMMARY

	<u>2015</u> <u>ACTUAL</u>	<u>2016</u> <u>BUDGET</u>	<u>2016</u> <u>ESTIMATE</u>	<u>2017</u> <u>ADOPTED</u>
NET POSITION, OCTOBER 1	10,762,620	745,661	745,661	3,518,146
ADD REVENUES:				
CHARGES FOR SERVICES:				
324-2101 IMPACT FEES - RESIDENTIAL - WATER	611,094	700,000	1,055,000	1,000,000
324-2102 IMPACT FEES - RESIDENTIAL SEWER	1,176,540	1,300,000	2,007,000	2,000,000
324-2103 IMPACT FEES - RESIDENTIAL - REUSE	767,623	650,000	689,000	690,000
324-2201 IMPACT FEES - COMMERCIAL - WATER	511,956	700,000	425,000	425,000
324-2202 IMPACT FEES - COMMERCIAL - SEWER	1,430,459	1,450,000	995,000	1,000,000
324-2203 IMPACT FEES - COMMERCIAL - REUSE	152,593	6,500	16,000	17,000
TOTAL	4,650,265	4,806,500	5,187,000	5,132,000
MISCELLANEOUS REVENUES:				
361-1000 INTEREST EARNINGS	25,778	40,000	5,000	5,000
362-0000 RENT - EQUIPMENT	15,024	-	-	-
369-9000 MISCELLANEOUS REVENUE	126,227	85,000	-	-
TOTAL	167,029	125,000	5,000	5,000
OTHER REVENUES:				
384-0000 OTHER FINANCING SOURCES	-	12,000,000	41,000	16,000,000
389-0009 CARRYOVER APPROPRIATIONS	-	463,503	-	-
389-3000 GRANTS AND DONATIONS - STATE	4,693,320	-	432,665	-
TOTAL	4,693,320	12,463,503	473,665	16,000,000
TOTAL REVENUES AVAILABLE	20,273,234	18,140,664	6,411,326	24,655,146
DEDUCT EXPENSES:				
OPERATING EXPENSES	2,908	-	-	-
CAPITAL OUTLAY	18,867,589	13,058,000	1,619,285	18,481,452
CONTINGENCY/RESERVES	-	3,063,108	-	1,399,701
DEBT SERVICE	657,076	1,273,895	1,273,895	1,255,847
TOTAL EXPENSES	19,527,573	17,395,003	2,893,180	21,137,000
NET POSITION, SEPTEMBER 30	\$ 745,661	\$ 745,661	\$ 3,518,146	\$ 3,518,146

**CITY OF APOPKA
UTILITIES IMPACT FEES FUND**

The Utility Impact Fee is collected on all new development within the city and is used to ensure the capacity for water, sewer and reclaim utilities remains adequate for all citizens of Apopka.

FISCAL YEAR	CLASSIFICATION	TOTAL COST
2015	ACTUAL	19,524,665
2016	BUDGET	17,395,003
2016	ESTIMATE	2,893,180
2017	ADOPTED	21,137,000

GOALS:

- Effectively utilize the Utility Impact Fees to systematically expand and improve the City's Utility systems in accordance with the Master Plans.

**CITY OF APOPKA
UTILITIES IMPACT FEES FUND**

LINE ITEM DETAIL

	<u>2015</u> <u>ACTUAL</u>	<u>2016</u> <u>BUDGET</u>	<u>2016</u> <u>ESTIMATE</u>	<u>2017</u> <u>ADOPTED</u>
<u>OPERATIONS</u>				
WATER OPERATIONS				
3113 ACCOUNTING AND AUDITING	\$ 2,908	\$ -	\$ -	\$ -
7101 WATER DEBT SERVICE	219,675	427,785	427,785	421,724
TOTAL	222,583	427,785	427,785	421,724
SEWER OPERATIONS				
3123 ACCOUNTING AND AUDITING				
7101 SEWER DEBT SERVICE	345,318	672,454	672,454	662,928
TOTAL	345,318	672,454	672,454	662,928
REUSE OPERATIONS				
3115 ACCOUNTING AND AUDITING				
7101 REUSE DEBT SERVICE	89,175	173,656	173,656	171,195
TOTAL	89,175	173,656	173,656	171,195
<u>TOTAL OPERATIONS</u>	657,076	1,273,895	1,273,895	1,255,847
<u>CAPITAL OUTLAY</u>				
WATER CAPITAL OUTLAY				
Miscellaneous Water Mains	3,477,203	100,000	-	100,000
Kelly Park Rd- Plym Sorrento Rd to Golden Gem	-	-	-	400,320
Plym Sorrento- Yothers to Ponkan Rd	-	-	-	390,456
TOTAL	3,477,203	100,000	-	890,776
SEWER CAPITAL OUTLAY				
Miscellaneous Sewer Mains	32,944	-	-	100,000
WWTP Expansion to 8 MGD	-	12,000,000	1,513,812	16,000,000
TOTAL	32,944	12,000,000	1,513,812	16,100,000
REUSE CAPITAL OUTLAY				
Miscellaneous Reuse Projects	15,357,442	958,000	105,473	-
Ponkan Rd RWM	-	-	-	100,000
Ocoee Apopka Rd (Keene to Binion)	-	-	-	308,000
Plym Sorrento- Yothers to Ponkan Rd	-	-	-	670,176
Ocoee Apopka Rd (Harmon to Alston)	-	-	-	412,500
TOTAL	15,357,442	958,000	105,473	1,490,676
<u>TOTAL CAPITAL OUTLAY</u>	18,867,589	13,058,000	1,619,285	18,481,452
<u>CONTINGENCY</u>				
Water	-	1,021,036	-	466,567
Sewer	-	1,021,036	-	466,567
Reuse	-	1,021,036	-	466,567
TOTAL COSTS	19,524,665	17,395,003	2,893,180	21,137,000

**CITY OF APOPKA
UTILITIES IMPACT FEES FUND**

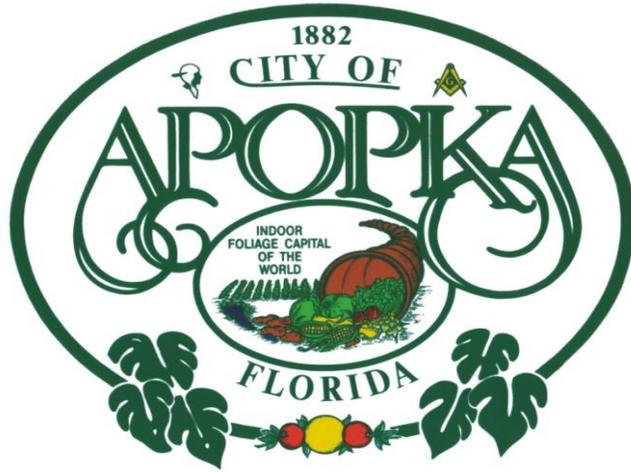
STAFFING ANALYSIS

NUMBER OF FULL-TIME/PART-TIME PERSONNEL

<u>POSITION</u>	<u>2015</u>	<u>2016</u>	<u>2017</u>
NONE	0	0	0
TOTAL	0	0	0

CAPITAL OUTLAY

6300 - Water Improvements:		
<i>Miscellaneous Water Mains</i>		\$ 100,000
<i>Gem Rd</i>		400,320
<i>Plymouth Sorrento Road - Yothers Rd to Ponkan Rd</i>		390,456
		<u>\$ 890,776</u>
6300 - Sewer Improvements:		
<i>Miscellaneous Sewer mains</i>		\$ 100,000
<i>WWTP expansion to 8 MGD</i>		16,000,000
		<u>\$ 16,100,000</u>
6300 - Reuse Improvements:		
<i>Miscellaneous Reclaimed water lines</i>		\$ 100,000
<i>Ocoee Apopka Road - Keene Rd to Binion Rd</i>		308,000
<i>Plymouth Sorrento Road - Yothers Rd to Ponkan Rd</i>		670,176
<i>Ocoee Apopka Road - Harmon Rd to Alston Bay</i>		412,500
		<u>\$ 1,490,676</u>
Total Capital Outlay		\$ 18,481,452



CAPITAL IMPROVEMENT PROGRAM

CITY OF APOPKA CAPITAL IMPROVEMENT PROGRAM

How the Program Works

The City of Apopka's Capital Improvement Plan (CIP) is a planning, budgetary and prioritizing tool which reflects the City's infrastructure needs for a five-year time frame. The CIP is updated on an annual basis.

Capital Projects are major fixed assets or infrastructure with long term value, such as buildings, roads, sidewalks and parks. A capital improvement is defined as any purchase of equipment or any construction project having a non consumable nature, a value of \$1,000 or more, and a normal expected life of which is one year or more. Proposed CIP project requests may originate from City departments, Commissioners, and/or citizens.

Funds budgeted for a specific project remain allocated until the project is completed. Additionally, project budgets are reviewed and, if necessary, funding may be adjusted. Capital project costs include all expenditures related to land acquisition, planning, design, construction, project management, legal expenses and mitigation of damages.

Projects may be funded by current revenues or by debt financing, depending upon the availability of reserves, the nature of the project, and policies of the City Charter. In balancing the five year plan of the CIP, projections of revenues from existing sources are compared to requested capital projects. If there are adequate revenues to fund all of the requested projects, the CIP is balanced. If not, projects must either be revised to reduce costs, postponed to a future time period, or eliminated from the program. Alternative financing, such as long term debt, may be proposed in order to provide sufficient revenues to fund the projects. There may be a bona fide reason why a project is needed, but it may need to be deferred to a later date if resources are not realistically available.

The overall CIP, with its five-year time frame, gives a fair indication of the foreseeable infrastructure needs of the City.

Relationship Between the Operating and Capital Budgets

The operating budget includes expenses that are generally of a recurring nature and are appropriated for one year only. It provides for all City services, but does not result in major physical assets for the City. Year to year, changes in the Operating budget are expected to be fairly stable, and represent incremental changes in the cost of doing business in the size of the City and in the types and level of service that is provided. Resources for the Operating budget generally come from taxes, user fees, and intergovernmental payments that usually recur from year to year.

The Capital budget includes one-time costs for projects that routinely last several years. The projects result in major physical assets for the City. Resources for the Capital budget generally come from bond issues, impact fees, grants and taxes.

However, the Operating and Capital budgets are closely linked. The most obvious link is the Operating budget assumes the cost of maintaining and operating new facilities built under the Capital budget. Operational needs often drive the Capital budget, i.e. Utility expansion, roads, water mains and parks which are necessitated by population growth and the City's role in providing the basic services to its citizens.

CITY OF AOPKA CAPITAL IMPROVEMENT PLAN

001/GENERAL FUND - 1 OF 3

	FY17/18	FY18/19	FY19/20	FY20/21	FY21/22	TOTAL
Fire - SCBA Bottle Replacement	25,000	70,000	150,000	60,000		\$305,000
Fire - Brush Truck Station 5/6		55,000				\$55,000
Fire - Bunker Gear		33,000				\$33,000
Fire - TNT Tools Engine 5/6		25,000				\$25,000
Fire - Thermal Imaging Cameras		15,000				\$15,000
Fire - Station 6	1,500,000					\$1,500,000
Fire - Engine Station 6	660,000					\$660,000
Fire - Tower Truck			1,200,000			\$1,200,000
Fire - Heavy Rescue				750,000		\$750,000
Police - Public Safety Complex		250,000	18,850,000	2,500,000		\$21,600,000
Police - Vehicle Replacment	810,000	810,000	810,000	899,000	899,000	\$4,228,000
Police - Driving Course	500,000					\$500,000
Police - Communications Equipment				1,500,000		\$1,500,000
Police - Laptop	30,000	30,000	30,000	35,000	35,000	\$160,000
Police - ISSI	2,000,000					\$2,000,000
Police - 2nd Tower Site		3,400,000				\$3,400,000
Police - Investigative Equipment	30,000	30,000	30,000	35,000	35,000	\$160,000
TOTAL GENERAL FUND	\$5,555,000	\$4,718,000	\$21,070,000	\$5,779,000	\$969,000	\$38,091,000

PROJECT COSTS:

Land						
Buildings	750,000	250,000	18,850,000	2,500,000		\$22,350,000
Improvements other than buildings	500,000	3,400,000				3,900,000
Equipment and machinery	4,305,000	1,068,000	2,220,000	3,279,000	969,000	11,841,000
TOTAL COSTS:	\$5,555,000	\$4,718,000	\$21,070,000	\$5,779,000	\$969,000	\$38,091,000

SOURCE OF FUNDS:

001 General Funds	5,555,000	4,718,000	21,070,000	5,779,000	969,000	\$38,091,000
101 Street Improvement Funds						
102 Transportation Impact Fees						
104 Recreation Impact Fees						
120 Stormwater Fees						
401 Water/Sewer/Reclaim Operations						
402 Sanitation						
403 Water/Sewer/Reclaim Impact Fees						
403 Grant Funding						
Amount Unfunded	0	0	0	0	0	\$0
TOTAL FUNDING:	\$5,555,000	\$4,718,000	\$21,070,000	\$5,779,000	\$969,000	\$38,091,000

CITY OF AOPKA CAPITAL IMPROVEMENT PLAN

001/GENERAL FUND - 2 OF 3

	FY17/18	FY18/19	FY19/20	FY20/21	FY21/22	TOTAL
Recreation- NW concession, bathrooms, sidewalks	300,000					\$300,000
Cemetery- F150 CNG Truck Replace #19-0970 (2004)		35,000				\$35,000
Grounds - F-150 CNG Truck Replace #18-1081 (2006)		35,000				\$35,000
Grounds - F-150 CNG Truck Replace #19-0969 (2004)	35,000					\$35,000
Grounds - F-150 CNG Truck Replace #19-0976 (2004)		35,000				\$35,000
Grounds -Tractor Massey Replace #25-0438 (1995)			40,000			\$40,000
Grounds - F-150 Truck Replace #19-0812 (2002)	35,000					\$35,000
Grounds - Tractor Kubota Replace #25-0693 (1999)	35,000					\$35,000

TOTAL GENERAL FUND	\$405,000	\$105,000	\$40,000	\$0	\$0	\$550,000
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PROJECT COSTS:						
Land						
Buildings	300,000					\$300,000
Improvements other than buildings						
Equipment and machinery	105,000	105,000	40,000			\$250,000

TOTAL COSTS:	\$405,000	\$105,000	\$40,000	\$0	\$0	\$550,000
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SOURCE OF FUNDS:						
001 General Funds	405,000	105,000	40,000	0	0	\$550,000
101 Street Improvement Funds						
102 Transportation Impact Fees						
104 Recreation Impact Fees						
120 Stormwater Fees						
401 Water/Sewer/Reclaim Operations						
402 Sanitation						
403 Water/Sewer/Reclaim Impact Fees						
403 Grant Funding						
Amount Unfunded	0	0	0	0	0	\$0

TOTAL FUNDING:	\$405,000	\$105,000	\$40,000	\$0	\$0	\$550,000
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CITY OF AOPKA CAPITAL IMPROVEMENT PLAN

001/GENERAL FUND - 3 OF 3

	FY17/18	FY18/19	FY19/20	FY20/21	FY21/22	TOTAL
IT - Storage Expansion		28,000				\$28,000
IT - Servers	40,000		40,000			80,000
IT - Switch Replacement	30,000		30,000			60,000
IT - Phone System			50,000			50,000
IT - vSphere	40,000		40,000			80,000
IT - Software	75,000	100,000	100,000			275,000
IT - Vehicle	10,000					10,000
IT - Council Audio/Video Equipment				40,000		40,000
IT - Backup Expansion	40,000		40,000			80,000
IT - Desktop Replacment	10,000					10,000
IT - Printers		25,000		25,000		50,000
IT - Scanners	20,000	10,000	20,000	10,000		60,000
IT - Management Software		10,000				10,000
IT - Firewall/ Router	15,000					15,000
IT - Data Center	125,000	125,000	125,000			375,000
IT - ArcGIS Updates						

TOTAL GENERAL FUND	\$405,000	\$298,000	\$445,000	\$75,000	\$0	\$1,223,000
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PROJECT COSTS:						
Land						
Buildings						\$0
Improvements other than buildings						
Equipment and machinery	405,000	298,000	445,000	75,000	0	\$1,223,000

TOTAL COSTS:	\$405,000	\$298,000	\$445,000	\$75,000	\$0	\$1,223,000
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SOURCE OF FUNDS:						
001 General Funds	405,000	298,000	445,000	75,000	0	1,223,000
101 Street Improvement Funds						
102 Transportation Impact Fees						
104 Recreation Impact Fees						
120 Stormwater Fees						
401 Water/Sewer/Reclaim Operations						
402 Sanitation						
403 Water/Sewer/Reclaim Impact Fees						
403 Grant Funding						
Amount Unfunded	0	0	0	0	0	\$0

TOTAL FUNDING:	\$405,000	\$298,000	\$445,000	\$75,000	\$0	\$1,223,000
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**CITY OF AOPKA
CAPITAL IMPROVEMENT PLAN**

001/GENERAL FUND - 4 OF 4

	FY17/18	FY18/19	FY19/20	FY20/21	FY21/22	TOTAL
Community Development - Gateway Sign Design	100,000					\$100,000
Community Development - Permitting & Construction		25,000	130,000	130,000	130,000	415,000
Public Services Fleet - Additional Building	240,000					240,000
Public Services Fleet - Standby Generator		70,000				70,000
Public Services Fleet - HDML-8-6 Large Vehicle Lift	56,904					56,904
Public Services Fleet - Service Truck Chasis		38,500				38,500

TOTAL GENERAL FUND	\$396,904	\$133,500	\$130,000	\$130,000	\$130,000	\$920,404
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PROJECT COSTS:

Land						
Buildings	240,000					\$240,000
Improvements other than buildings	100,000	25,000	130,000	130,000	130,000	\$515,000
Equipment and machinery	56,904	108,500				\$165,404

TOTAL COSTS:	\$396,904	\$133,500	\$130,000	\$130,000	\$130,000	\$920,404
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SOURCE OF FUNDS:

001 General Funds	396,904	133,500	130,000	130,000	130,000	920,404
101 Street Improvement Funds						
102 Transportation Impact Fees						
104 Recreation Impact Fees						
120 Stormwater Fees						
401 Water/Sewer/Reclaim Operations						
402 Sanitation						
403 Water/Sewer/Reclaim Impact Fees						
403 Grant Funding						
Amount Unfunded	0	0	0	0	0	\$0

TOTAL FUNDING:	\$396,904	\$133,500	\$130,000	\$130,000	\$130,000	\$920,404
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CITY OF AOPKA CAPITAL IMPROVEMENT PLAN

101/STREET IMPROVEMENT FUND

	FY17/18	FY18/19	FY19/20	FY20/21	FY21/22	TOTAL
Brick Streets, Repair and Restoration	500,000					\$500,000
Equipment (3412 Streets-6400)	60,000	60,000	50,000	50,000	50,000	270,000
New Sidewalk & Curb Construction (3412 Streets-6304)	50,000	50,000	50,000	50,000	50,000	250,000
Paving & Resurfacing (3412 Streets-4608)	600,000	600,000	600,000	600,000	600,000	3,000,000
F-150 CNG Truck (3412 Streets) Replace #19-0520 1998	35,000					35,000
F-350 Truck (3412 Streets) Replace #20-0728 2000	35,000					35,000
Van E-350 Ford (3414 Inmate) Replace #39-1045 2005	30,000					30,000

TOTAL STREET IMPROVEMENT FUND

\$1,310,000	\$710,000	\$700,000	\$700,000	\$700,000	\$4,120,000
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PROJECT COSTS:

Land						
Buildings						\$0
Improvements other than buildings	1,150,000	650,000	650,000	650,000	650,000	3,750,000
Equipment and machinery	160,000	60,000	50,000	50,000	50,000	370,000

TOTAL COSTS:

\$1,310,000	\$710,000	\$700,000	\$700,000	\$700,000	\$4,120,000
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SOURCE OF FUNDS:

001 General Funds						
101 Street Improvement Funds	1,310,000	710,000	700,000	700,000	700,000	\$4,120,000
102 Transportation Impact Fees						
104 Recreation Impact Fees						
120 Stormwater Fees						
401 Water/Sewer/Reclaim Operations						
402 Sanitation						
403 Water/Sewer/Reclaim Impact Fees						
403 Grant Funding						
Amount Unfunded	0	0	0	0	0	\$0

TOTAL FUNDING:

\$1,310,000	\$710,000	\$700,000	\$700,000	\$700,000	\$4,120,000
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CITY OF AOPKA CAPITAL IMPROVEMENT PLAN

102/TRAFFIC IMPACT FUND

	FY17/18	FY18/19	FY19/20	FY20/21	FY21/22	TOTAL
Maine Ave, Martin St to Old Dixie Hwy (2 lanes)		1,000,000				\$1,000,000
Martin Street, Maine Ave between Park Ave			1,600,000			\$1,600,000
New Sidewalks	50,000	50,000	50,000	50,000	50,000	\$250,000
Old Dixie, Hawthorne Ave to Schopke Lester Rd, (turn lane, curb, gutter)						\$0
Rogers Rd, Lester Rd to Ponkan Rd		1,400,000				\$1,400,000
Sheeler Ave/Cleveland St Intersection Improvement (turn lanes/Traffic Light)	500,000					\$500,000
6th Street Reconstruction and downtown related street i Impact Fee Update	500,000	1,000,000				\$1,500,000
Peterson Rd (end of pavement to Hermit Smith Rd)		750,000				\$750,000
Marden Rd (Keene Rd to CR 437A) 2 lanes	500,000					\$500,000
Master Plan Update	100,000					\$100,000
Piedmont Wekiva Rd/Greenacres Rd Traffic Light						\$0
Traffic Counts	50,000	50,000	50,000	50,000	50,000	\$250,000
Professional Services	100,000	100,000	100,000	100,000	100,000	\$500,000
TOTAL TRAFFIC IMPACT FUND	\$1,900,000	\$4,350,000	\$1,800,000	\$200,000	\$200,000	\$8,450,000

PROJECT COSTS:

Land						\$0
Buildings						
Improvements other than buildings	1,900,000	4,350,000	1,800,000	200,000	200,000	\$8,450,000
Equipment and machinery						
TOTAL COSTS:	\$1,900,000	\$4,350,000	\$1,800,000	\$200,000	\$200,000	\$8,450,000

SOURCE OF FUNDS:

001 General Funds						\$0
101 Street Improvement Funds						
102 Transportation Impact Fees	1,900,000	4,350,000	1,800,000	200,000	200,000	\$8,450,000
104 Recreation Impact Fees						
120 Stormwater Fees						
401 Water/Sewer/Reclaim Operations						
402 Sanitation						
403 Water/Sewer/Reclaim Impact Fees						
403 Grant Funding						
Amount Unfunded	0	0	0	0	0	\$0
TOTAL FUNDING:	\$1,900,000	\$4,350,000	\$1,800,000	\$200,000	\$200,000	\$8,450,000

CITY OF AOPKA CAPITAL IMPROVEMENT PLAN

104/RECREATION IMPACT FUND

	FY17/18	FY18/19	FY19/20	FY20/21	FY21/22	TOTAL
Skate Park	300,000					\$300,000
Parking Lots - Little League Fields	510,000					\$510,000
Parking Lots - Northwest		267,000	865,000		1,165,000	\$2,297,000
New Ball Fields (Soccer, Baseball, etc.)		2,200,000				\$2,200,000
Bathrooms	90,000		90,000			\$180,000

TOTAL STORMWATER FUND

	FY17/18	FY18/19	FY19/20	FY20/21	FY21/22	TOTAL
	\$900,000	\$2,467,000	\$955,000	\$0	\$1,165,000	\$5,487,000

PROJECT COSTS:

Land						
Buildings						
Improvements other than buildings						\$0
Equipment and machinery						

TOTAL COSTS:

	FY17/18	FY18/19	FY19/20	FY20/21	FY21/22	TOTAL
	\$0	\$0	\$0	\$0	\$0	\$0

SOURCE OF FUNDS:

001 General Funds						
101 Street Improvement Funds						
102 Transportation Impact Fees						
104 Recreation Impact Fees	900,000	2,467,000	955,000	0	1,165,000	\$5,487,000
120 Stormwater Fees						
401 Water/Sewer/Reclaim Operations						
402 Sanitation						
403 Water/Sewer/Reclaim Impact Fees						
403 Grant Funding						
Amount Unfunded						\$0

TOTAL FUNDING:

	FY17/18	FY18/19	FY19/20	FY20/21	FY21/22	TOTAL
	\$900,000	\$2,467,000	\$955,000	\$0	\$1,165,000	\$5,487,000

**CITY OF AOPKA
CAPITAL IMPROVEMENT PLAN**

120/STORMWATER FUND

	FY 17/18	FY 18/19	FY 19/20	FY 20/21	FY21/22	TOTAL
Drainage Upgrading - City Wide (6308)	350,000	350,000	350,000	350,000	350,000	\$1,750,000

TOTAL STORMWATER FUND

\$350,000	\$350,000	\$350,000	\$350,000	\$350,000	\$350,000	\$1,750,000
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PROJECT COSTS:

Land						
Buildings						
Improvements other than buildings	350,000	350,000	350,000	350,000	350,000	\$1,750,000
Equipment and machinery						

TOTAL COSTS:

\$350,000	\$350,000	\$350,000	\$350,000	\$350,000	\$350,000	\$1,750,000
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SOURCE OF FUNDS:

001 General Funds						
101 Street Improvement Funds						
102 Transportation Impact Fees						
104 Recreation Impact Fees						
120 Stormwater Fees	350,000	350,000	350,000	350,000	350,000	\$1,750,000
401 Water/Sewer/Reclaim Operations						
402 Sanitation						
403 Water/Sewer/Reclaim Impact Fees						
403 Grant Funding						
Amount Unfunded	0	0	0	0	0	\$0

TOTAL FUNDING:

\$350,000	\$350,000	\$350,000	\$350,000	\$350,000	\$350,000	\$1,750,000
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CITY OF AOPKA CAPITAL IMPROVEMENT PLAN

401/UTILITY OPERATING FUND

	FY 17/18	FY 18/19	FY 19/20	FY 20/21	FY21/22	TOTAL
Sterling Dump Truck (3141 WM) Replace # 20-0714 2001	60,000					\$60,000
Backhoe Case 580L (3171 SM) Replace # 25-0631 1998	60,000					\$60,000
F-350 CNG Truck (3141 WM) Replace # 19-1041 2005	45,000					\$45,000
F-150 CNG Truck (3111 WP) Replace # 18-0975 2004	35,000					\$35,000
F-150 CNG Truck (3141 WM) Replace # 18-0529 1999	35,000					\$35,000
F-150 CNG Truck (3141 WM) Replace # 19-0675 1999		35,000				\$35,000

TOTAL UTILITY OPERATING FUND

\$235,000	\$35,000	\$0	\$0	\$0	\$270,000
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PROJECT COSTS:

Land						
Buildings						
Improvements other than buildings	0	0	0	0	0	\$0
Equipment and machinery	235,000	35,000	0	0		270,000

TOTAL COSTS:

\$235,000	\$35,000	\$0	\$0	\$0	\$270,000
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SOURCE OF FUNDS:

001 General Funds						
101 Street Improvement Funds						
102 Transportation Impact Fees						
104 Recreation Impact Fees						
120 Stormwater Fees						
401 Water/Sewer/Reclaim Operations	235,000	35,000	0	0		\$270,000
402 Sanitation						
403 Water/Sewer/Reclaim Impact Fees						
403 Grant Funding						
Amount Unfunded	0	0	0	0		\$0

TOTAL FUNDING:

\$235,000	\$35,000	\$0	\$0	\$0	\$270,000
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CITY OF AOPKA CAPITAL IMPROVEMENT PLAN

401/RECLAIM/SEWER IMPACT FUND

	FY 17/18	FY 18/19	FY 19/20	FY 20/21	FY21/22	TOTAL
Miscellaneous RWM (5)	100,000	100,000	100,000	100,000	100,000	\$500,000
Reclaim Impact Fee Update			50,000			\$50,000
Reclaim Master Plan Update (5)			75,000			\$75,000
Miscellaneous Sewer mains (2)	100,000	100,000	100,000	100,000	100,000	\$500,000
Sewer Impact Fee Update				35,000		\$35,000
Sewer Master Plan Update (2)				75,000		\$75,000
Reclaim Water and Sewer Rate Update Study				30,000		\$30,000

TOTAL UTILITY OPERATING FUND

\$200,000	\$200,000	\$325,000	\$340,000	\$200,000	\$1,265,000
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PROJECT COSTS:

Land						
Buildings						
Improvements other than buildings	200,000	200,000	325,000	340,000	200,000	\$1,265,000
Equipment and machinery						

TOTAL COSTS:

\$200,000	\$200,000	\$325,000	\$340,000	\$200,000	\$1,265,000
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SOURCE OF FUNDS:

001 General Funds						
101 Street Improvement Funds						
102 Transportation Impact Fees						
104 Recreation Impact Fees						
120 Stormwater Fees						
401 Water/Sewer/Reclaim Operations	200,000	200,000	325,000	340,000	200,000	\$1,265,000
402 Sanitation						
403 Water/Sewer/Reclaim Impact Fees						
403 Grant Funding						
Amount Unfunded	0	0	0	0	0	\$0

TOTAL FUNDING:

\$200,000	\$200,000	\$325,000	\$340,000	\$200,000	\$1,265,000
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CITY OF AOPKA CAPITAL IMPROVEMENT PLAN

401/WATER IMPACT FEE FUND

	FY 17/18	FY 18/19	FY 19/20	FY 20/21	FY21/22	TOTAL
Miscellaneous Water Mains (2)	100,000	100,000	100,000	100,000	100,000	\$500,000
Water Impact Fee Update				50,000		\$50,000
Water Master Plan Update (2)				75,000		\$75,000
Water Rate Update Study				30,000		\$30,000

TOTAL UTILITY OPERATING FUND

\$100,000	\$100,000	\$100,000	\$255,000	\$100,000	\$655,000
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PROJECT COSTS:

Land						
Buildings						
Improvements other than buildings	100,000	100,000	100,000	255,000	100,000	\$655,000
Equipment and machinery						

TOTAL COSTS:

\$100,000	\$100,000	\$100,000	\$255,000	\$100,000	\$655,000
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SOURCE OF FUNDS:

001 General Funds						
101 Street Improvement Funds						
102 Transportation Impact Fees						
104 Recreation Impact Fees						
120 Stormwater Fees						
401 Water/Sewer/Reclaim Operations	100,000	100,000	100,000	255,000	100,000	\$655,000
402 Sanitation						
403 Water/Sewer/Reclaim Impact Fees						
403 Grant Funding						
Amount Unfunded	0	0	0	0	0	\$0

TOTAL FUNDING:

\$100,000	\$100,000	\$100,000	\$255,000	\$100,000	\$655,000
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CITY OF AOPKA CAPITAL IMPROVEMENT PLAN

402/SANITATION

	FY 17/18	FY 18/19	FY 19/20	FY 20/21	FY21/22	TOTAL
Claw Truck (replace # 20-1019 2004), CNG				310,000		\$310,000
Claw Truck (replace # 786 2002)		300,000				\$300,000
Front end loader, CNG (replace unit 22-920, 2003)	380,000					\$380,000
Front end loader CNG (replace unit 1068, 2006)		330,000				\$330,000
Rear loader (replace unit 1069, 2006)		310,000				\$310,000
Side loader (replace all 2007). 6 units	700,000	700,000				\$1,400,000
New side loader, CNG		330,000				\$330,000
Front end loader, to replace unit 1489, 2012					330,000	\$330,000

TOTAL SANITATION

\$1,080,000	\$1,970,000	\$0	\$310,000	\$330,000	\$3,690,000
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PROJECT COSTS:

Land						
Buildings						
Improvements other than buildings						
Equipment and machinery	1,080,000	1,970,000	0	310,000	330,000	\$3,690,000

TOTAL COSTS:

\$1,080,000	\$1,970,000	\$0	\$310,000	\$330,000	\$3,690,000
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SOURCE OF FUNDS:

001 General Funds						
101 Street Improvement Funds						
102 Transportation Impact Fees						
104 Recreation Impact Fees						
120 Stormwater Fees						
401 Water/Sewer/Reclaim Operations						
402 Sanitation	1,080,000	1,970,000	0	310,000	330,000	\$3,690,000
403 Water/Sewer/Reclaim Impact Fees						
403 Grant Funding						
Amount Unfunded	0	0	0	0	0	\$0

TOTAL FUNDING:

\$1,080,000	\$1,970,000	\$0	\$310,000	\$330,000	\$3,690,000
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CITY OF AOPKA CAPITAL IMPROVEMENT PLAN

403/RECLAIM IMPACT FUND

	FY 17/18	FY 18/19	FY 19/20	FY 20/21	FY21/22	TOTAL
Binion Rd RWM, IFAS to Ocoee Apopka Rd, 5,329 LF, 16"			511,584			\$511,584
Golden Gem Reuse Station HSP				6,500,000		\$6,500,000
Kelly Park Rd RWM II, Jason Dwelley Pkwy to Rock Springs Rd 16", 8,801 LF (2)		705,000				\$705,000
Kelly Park Rd RWM, Golden Gem Rd to Round Lake Rd 24" (2)	371,400					\$371,400
Miscellaneous RWM (5)	100,000	100,000	100,000	100,000	100,000	\$500,000
Northwest Reclaim Water Pump Station, 2 @ \$350,000	700,000					\$700,000
Plymouth Sorrento Rd RWM, Ponkan Rd to Kelly Park Rd 2,745 LF, 20" (2)	645,960					\$645,960

TOTAL RECLAIM IMPACT FUND

\$1,817,360	\$805,000	\$611,584	\$6,600,000	\$100,000	\$9,933,944
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PROJECT COSTS:

Land						
Buildings						
Improvements other than buildings	1,817,360	805,000	611,584	6,600,000	100,000	\$9,933,944
Equipment and machinery						

TOTAL COSTS:

1,817,360	805,000	611,584	6,600,000	100,000	\$9,933,944
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SOURCE OF FUNDS:

001 General Funds						
101 Street Improvement Funds						
102 Transportation Impact Fees						
104 Recreation Impact Fees						
120 Stormwater Fees						
401 Water/Sewer/Reclaim Operations						
402 Sanitation						
403 Water/Sewer/Reclaim Impact Fees	1,817,360	805,000	611,584	6,600,000	100,000	\$9,933,944
403 Grant Funding						
Amount Unfunded (financing needed)	0	0	0	0	0	\$0

TOTAL FUNDING:

1,817,360	805,000	611,584	6,600,000	100,000	\$9,933,944
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CITY OF AOPKA CAPITAL IMPROVEMENT PLAN

403/SEWER IMPACT FUND

	FY 17/18	FY 18/19	FY 19/20	FY 20/21	FY21/22	TOTAL
437 A FM, Marden Rd to Boy Scout Rd, 1,345 LF 24"				193,680		\$193,680
Boy Scout Rd FM, 437 A to Binion Rd, 6,435 LF 24"				926,640		\$926,640
Junction Rd FM, US 441 to Sadler Rd, 13,025 LF 16"			1,042,000			\$1,042,000
Miscellaneous Sewer Mains (2)	100,000	100,000	100,000	100,000	100,000	\$500,000
New Proposed Lift Stations throughout the City				600,000	600,000	\$1,200,000
Plymouth Rd FM, Ponkan Rd to Appy Ln, 5,506 LF 12"		330,360				\$330,360
Plymouth Rd FM, Appy Ln to Kelly Park, 5,261 LF 8"			210,440			\$210,440
Plymouth Rd FM, US 441 to Yothers Rd, 5,321 LF 16"		425,680				\$425,680
Plymouth Sorrento Rd FM, Ponkan Rd to Yothers Rd, 5,273 LF 12"			316,380			\$316,380
US 441 FM, Boy Scout Blvd to Plymouth 6,755 LF 16"	540,400					\$540,400
WWTP Expansion to 8 MGD (3)	9,000,000					\$9,000,000
Junction Rd FM, Sadler Rd to Kelly Park Rd, 2,627 LF 10"					131,350	\$131,350
Marden Rd FM, Keene Rd to 437A, 22,421 LF 24", 422 LF 30"					3,228,627	\$3,228,627

TOTAL SEWER IMPACT FUND

\$9,640,400	\$856,040	\$1,668,820	\$1,820,320	\$4,059,977	\$18,045,557
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PROJECT COSTS:

Land						
Buildings						
Improvements other than buildings	9,640,400	856,040	1,668,820	1,820,320	4,059,977	\$18,045,557
Equipment and machinery						

TOTAL COSTS:

9,640,400	856,040	1,668,820	1,820,320	4,059,977	\$18,045,557
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SOURCE OF FUNDS:

001 General Funds						
101 Street Improvement Funds						
102 Transportation Impact Fees						
104 Recreation Impact Fees						
120 Stormwater Fees						
401 Water/Sewer/Reclaim Operations						
402 Sanitation						
403 Water/Sewer/Reclaim Impact Fees	9,640,400	856,040	1,668,820	1,820,320	4,059,977	\$18,045,557
403 Grant Funding						
Amount Unfunded (financing needed)	0	0	0	0	0	\$0

TOTAL FUNDING:

9,640,400	856,040	1,668,820	1,820,320	4,059,977	\$18,045,557
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CITY OF AOPKA

CAPITAL IMPROVEMENT PLAN

403/WATER IMPACT FUND

	FY 17/18	FY 18/19	FY 19/20	FY 20/21	FY21/22	TOTAL
Southwest Water Plant (1)				4,500,000		\$4,500,000
Haas Rd WM, Mt Plymouth Rd to Round Lake Rd, 22,708 LF 12" (1)			1,634,976			\$1,634,976
Plymouth Sorrento Rd WM, Ponkan Rd to Kelly Park Rd, 10,720 LF 16" (1)		1,030,000				\$1,030,000
Grossenbacher WTP, replace well			910,000			\$910,000
Mt. Plymouth Water Plant (Well #4) modifications and improvements	900,000					\$900,000
Plymouth Regional Water Plant, modifications and improvements Wells #1 & 2	900,000					\$900,000
NW WTP (1 MG Storage Tank) (1)		850,000				\$850,000
Sheeler Oaks WTP 65T .75 MG (1)	750,000					\$750,000
Ponkan Rd, Ponkan Pines to Golden Gem, 8,271 LF 12"	595,572					\$595,572
Miscellaneous Water Mains (2)	100,000	100,000	100,000	100,000	100,000	\$500,000
Kelly Park Rd WM, Golden Gem Rd to Round Lake Rd, 4,035 LF 16" (1)	387,360					\$387,360
US 441 WM, Roger Williams Rd to Sheeler Rd (1)		240,000				\$240,000

TOTAL WATER IMPACT FUND

\$3,632,932	\$2,220,000	\$2,644,976	\$100,000	\$100,000	\$8,697,908
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PROJECT COSTS:

Land						
Buildings						
Improvements other than buildings	3,632,932	2,220,000	2,644,976	100,000	100,000	\$8,697,908
Equipment and machinery						

TOTAL COSTS:

3,632,932	2,220,000	2,644,976	100,000	100,000	\$8,697,908
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SOURCE OF FUNDS:

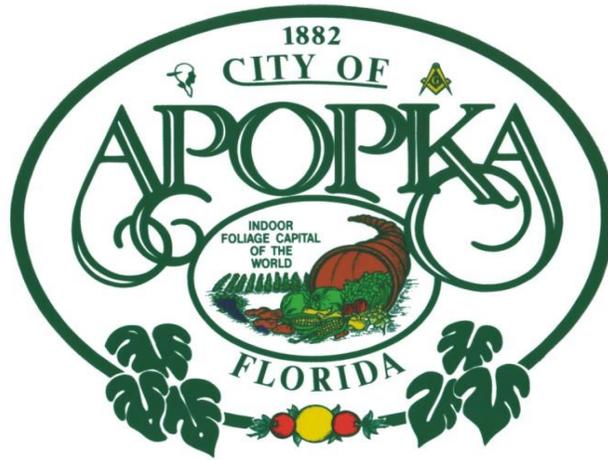
001 General Funds						
101 Street Improvement Funds						
102 Transportation Impact Fees						
104 Recreation Impact Fees						
120 Stormwater Fees						
401 Water/Sewer/Reclaim Operations						
402 Sanitation						
403 Water/Sewer/Reclaim Impact Fees	3,632,932	2,220,000	2,644,976	100,000	100,000	\$8,697,908
403 Grant Funding						
Amount Unfunded (financing needed)	0	0	0	0	0	\$0

TOTAL FUNDING:

3,632,932	2,220,000	2,644,976	100,000	100,000	\$8,697,908
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LONG TERM DEBT

CITY OF APOPKA LONG TERM DEBT

The City recognizes the primary purpose of capital facilities is to provide services to its residents. However, debt financing to meet the capital needs of the community must be evaluated to ensure the highest rate of return for a given investment of resources and to determine who should pay the cost of the incurred debt. In meeting the capital facilities needs of the community the City will strive to balance the load between debt financing and "pay as you go" methods. Through evaluating the need for additional debt financed facilities and the means by which the debt will be repaid, the Finance Director will strike an appropriate balance between service demands and the amount of the debt.

The total citywide long-term debt as of 9/30/16 is shown in the table below.

Fiscal Year	<u>GOVERNMENTAL ACTIVITIES</u>		<u>BUSINESS-TYPE ACTIVITIES</u>		<u>TOTAL</u>	<u>TOTAL</u>	
	<u>Ending</u>	<u>Principal</u>	<u>Interest</u>	<u>Principal</u>		<u>Interest</u>	<u>Principal</u>
2017		2,433,021	242,722	1,014,000	556,163	3,447,021	798,885
2018		2,219,837	425,108	1,047,000	761,482	3,266,837	1,186,590
2019		2,141,975	142,066	1,084,000	490,957	3,225,975	633,023
2020		1,328,246	100,292	860,000	464,200	2,188,246	564,492
2021		1,359,297	66,940	885,000	433,600	2,244,297	500,540
5-Year Total		9,482,376	977,128	4,890,000	2,706,402	14,372,376	3,683,530
2022-2031		1,344,253	42,721	11,100,000	2,061,650	12,444,253	2,104,371
Total		10,826,629	1,019,849	15,990,000	4,768,052	26,816,629	5,787,901

OUTSTANDING PRINCIPAL

Governmental Activities

Florida Municipal Loan Council Note, due in annual principal installments ranging from \$135,000 to \$170,000, plus semi-annual interest ranging from 2.000% to 5.250% through December 1, 2018. The note is secured by Non-Ad Valorem Revenues. This debt is serviced by the General Fund.

\$490,000

Capital Improvement Revenue Note, Series 1999A. Non Ad Valorem Revenues are pledged monies budgeted and appropriated pursuant to the loan agreement. Principal and interest are due in annual installments of \$30,750 principal plus interest at 4.870% through January 29, 2019.

92,250

Note payable to Bank of America, N.A., collateralized by pledge of recreational impact fees, due in annual principal installments ranging from \$465,000 to \$610,000, plus interest at 3.9% through March 1, 2022. This debt is serviced by the Recreation Impact Fee Fund (Special Revenue Fund).

3,325,000

Note payable to Branch Banking and Trust Company (Special Obligation Improvement Revenue Note, Series 2013A), payable from the Non-Ad Valorem Revenues of the City. Interest is due semi-annually at 1.8%, and principal installments are due annually ranging from \$104,204 to \$120,189 through March 1, 2023. The proceeds of this note were used to purchase two new fire trucks. This note is serviced by the General Fund.

797,989

CITY OF APOPKA LONG TERM DEBT

<p>Note payable to IBERIA Bank (Special Obligation Refunding Revenue Note, Series 2013B), payable from the Non-Ad Valorem Revenues of the City. Interest is due semi-annually at 1.15% and principal installments are due annually ranging from \$289,460 to \$294,202 through March 1, 2017. This note is serviced by the General Fund.</p>	294,202
<p>Note payable to IBERIA Bank (Special Obligation Refunding Revenue Note, Series 2013C), payable from the Non-Ad Valorem Revenues of the City. Interest is due semi-annually at 1.2% and principal installments are due annually ranging from \$582,550 to \$603,775 through December 1, 2018. This note is serviced by the General Fund.</p>	1,789,931
<p>Note payable to Hancock Bank (Special Obligation Refunding Revenue Note, Series 2014), payable from the Non-Ad Valorem Revenues of the City. Interest is due semi-annually at 1.92% and principal installments are due annually ranging from \$57,000 to \$137,000 through March 1, 2024. This note is serviced by the General Fund.</p>	1,025,000
<p>Note payable to Hancock Bank (Special Obligation Refunding Revenue Note, Series 2015), payable from the Non-Ad Valorem Revenues of the City. Interest is due semi-annually at 1.67% and principal installments are due annually ranging from \$89,000 to \$208,000 through March 1, 2022. This note is serviced by the General Fund.</p>	777,000
<p>Note payable to Hancock Bank (Special Obligation Refunding Revenue Note, Series 2016), payable from the Non-Ad Valorem Revenues of the City. Interest is due semi-annually at 1.34% and principal installments are due annually ranging from \$325,000 to \$383,000 through March 1, 2021. This note is serviced by the General Fund.</p>	1,825,000
<p>Note payable to Edmunds & Assoc. payable from the Non-Ad Valorem Revenues of the City. Principal installments only (0.0% interest) are due annually in the amount of \$46,218.62 through October 30, 2018. This note is serviced by the General Fund.</p>	138,656
<p>Note payable to Stryker Sales Corp. payable from the Non-Ad Valorem Revenues of the City. Principal installments only (0.0% interest) are due annually in the amount of \$54,320 through October 30, 2020. This note is serviced by the General Fund.</p>	271,600
<p>Total Governmental Activity Debt</p>	<hr style="border: 1px solid black;"/> <hr style="border: 1px solid black;"/> \$10,826,628

Business-Type Activities

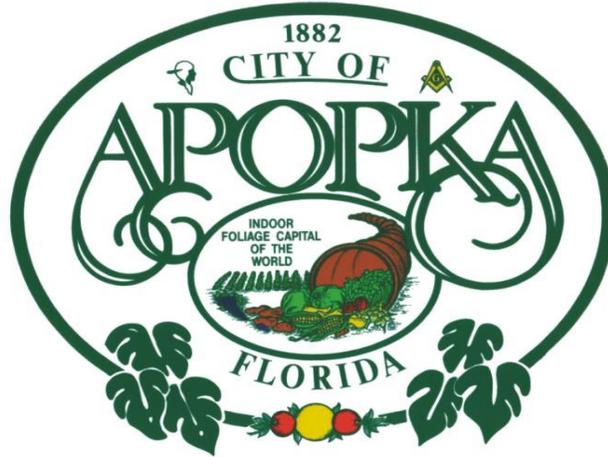
<p>Utility System Refunding Revenue Bonds, Series 2012, due in annual installments ranging from \$710,000 to \$1,135,000, plus interest ranging from 2.00% to 5.00% on various maturities. The Series 2012 Bonds are secured by a pledge and are payable solely from the Pledged Revenues consisting of (i) the Net Revenues of the System, (ii) the Sewer System Development Charges, (iii) the Water System Development Charges, (iv) the Reuse System Development Charges, and (v) the monies on deposit in various funds and accounts created pursuant to the Series 2012 Bond Resolution, with exception of the Rebate Fund. This debt is serviced by the Utility System Fund.</p>	\$15,250,000
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**CITY OF APOPKA
LONG TERM DEBT**

Note payable to Hancock Bank (Sanitation System Improvement Revenue Note, Series 2014), payable from the Gross Revenues of the Sanitation Fund of the City. Interest is due semi-annually at 1.07% and principal installments are due annually ranging from \$118,000 to \$249,000 through March 1, 2019. This note is serviced by the Sanitation Fund.

740,000

\$15,990,000



PAY AND CLASSIFICATION PLAN

**CITY OF AOPKA
PAY CLASSIFICATIONS**

CLASSIFICATION TITLE - GENERAL	GRADE	MIN	MID	MAX
Museum Technician	101	\$ 21,862	\$ 28,043	\$ 34,223
Custodial Worker	102	\$ 22,956	\$ 29,446	\$ 35,936
Custodian	102	\$ 22,956	\$ 29,446	\$ 35,936
Caretaker I	105	\$ 26,574	\$ 34,086	\$ 41,597
Facilities Maintenance Worker	105	\$ 26,574	\$ 34,086	\$ 41,597
Maintenance Worker I	105	\$ 26,574	\$ 34,086	\$ 41,597
Meter Reader	105	\$ 26,574	\$ 34,086	\$ 41,597
Receptionist	105	\$ 26,574	\$ 34,086	\$ 41,597
Equipment Mechanic Trainee	106	\$ 27,905	\$ 35,790	\$ 43,675
Wastewater Plant Operator Trainee	106	\$ 27,905	\$ 35,790	\$ 43,675
Water Plant Operator Trainee	106	\$ 27,905	\$ 35,790	\$ 43,675
Caretaker II	107	\$ 29,299	\$ 37,581	\$ 45,863
Cashier/Customer Service Clerk	107	\$ 29,299	\$ 37,581	\$ 45,863
Data Entry Clerk	107	\$ 29,299	\$ 37,581	\$ 45,863
Maintenance Worker II	107	\$ 29,299	\$ 37,581	\$ 45,863
Meter Reader I	107	\$ 29,299	\$ 37,581	\$ 45,863
Meter Service Worker I	107	\$ 29,299	\$ 37,581	\$ 45,863
Payroll Clerk	107	\$ 29,299	\$ 37,581	\$ 45,863
Preventive Maintenance Technician Trainee	107	\$ 29,299	\$ 37,581	\$ 45,863
Records Clerk	104	\$ 25,309	\$ 32,463	\$ 39,616
Recreation Leader I	107	\$ 29,299	\$ 37,581	\$ 45,863
Sanitation Support Clerk	107	\$ 29,299	\$ 37,581	\$ 45,863
Secretary I	107	\$ 29,299	\$ 37,581	\$ 45,863
Solid Waste Worker I	107	\$ 29,299	\$ 37,581	\$ 45,863
Streets Specialist	107	\$ 29,299	\$ 37,581	\$ 45,863
Utility Service Worker I	107	\$ 29,299	\$ 37,581	\$ 45,863
Accounting Clerk	108	\$ 30,763	\$ 39,459	\$ 48,155
Administrative Support Clerk	108	\$ 30,763	\$ 39,459	\$ 48,155
Cemetery Specialist	108	\$ 30,763	\$ 39,459	\$ 48,155
Grounds Specialist	108	\$ 30,763	\$ 39,459	\$ 48,155
Solid Waste Specialist	108	\$ 30,763	\$ 39,459	\$ 48,155
Utility Service Worker II	108	\$ 30,763	\$ 39,459	\$ 48,155
Accounts Payable Clerk	109	\$ 32,302	\$ 41,432	\$ 50,562
Insurance Clerk	109	\$ 32,302	\$ 41,432	\$ 50,562
Lead Solid Waste Worker	109	\$ 32,302	\$ 41,432	\$ 50,562
Recreation Leader II	109	\$ 32,302	\$ 41,432	\$ 50,562
Sanitation Equipment Operator	109	\$ 32,302	\$ 41,432	\$ 50,562
Asst Laboratory Technician	110	\$ 33,915	\$ 43,502	\$ 53,089
Heavy Equipment Operator I	110	\$ 33,915	\$ 43,502	\$ 53,089
Irrigation Specialist	110	\$ 33,915	\$ 43,502	\$ 53,089
Maintenance Worker III	110	\$ 33,915	\$ 43,502	\$ 53,089
Payroll Specialist I	110	\$ 33,915	\$ 43,502	\$ 53,089
Preventive Maintenance Technician	110	\$ 33,915	\$ 43,502	\$ 53,089
Secretary II	110	\$ 33,915	\$ 43,502	\$ 53,089
Accounts Payable Specialist	111	\$ 35,612	\$ 45,679	\$ 55,745
Administrative Specialist	111	\$ 35,612	\$ 45,679	\$ 55,745
Assistant Records Supervisor	111	\$ 35,612	\$ 45,679	\$ 55,745
Human Resources Specialist I	111	\$ 35,612	\$ 45,679	\$ 55,745
Plant Mechanic	111	\$ 35,612	\$ 45,679	\$ 55,745
Recreation Specialist	111	\$ 35,612	\$ 45,679	\$ 55,745

**CITY OF AOPKA
PAY CLASSIFICATIONS**

CLASSIFICATION TITLE - GENERAL	GRADE	MIN	MID	MAX
Solid Waste Technician	111	\$ 35,612	\$ 45,679	\$ 55,745
Sports Tournament Recruitment Specialist	111	\$ 35,612	\$ 45,679	\$ 55,745
CAD Technician	112	\$ 37,393	\$ 47,963	\$ 58,533
Communication Technician	112	\$ 37,393	\$ 47,963	\$ 58,533
Customer Service Specialist	112	\$ 37,393	\$ 47,963	\$ 58,533
Environmental Specialist I	112	\$ 37,393	\$ 47,963	\$ 58,533
Industrial Waste Technician "C"	112	\$ 37,393	\$ 47,963	\$ 58,533
Laboratory Technician	112	\$ 37,393	\$ 47,963	\$ 58,533
Property and Evidence Technician (Non-Degreed)	112	\$ 37,393	\$ 47,963	\$ 58,533
Purchasing & Supply Specialist	112	\$ 37,393	\$ 47,963	\$ 58,533
Supply Technician	112	\$ 37,393	\$ 47,963	\$ 58,533
Traffic Citation Specialist	112	\$ 37,393	\$ 47,963	\$ 58,533
Waste Water Plant Operator "C"	112	\$ 37,393	\$ 47,963	\$ 58,533
Water Plant Operator "C"	112	\$ 37,393	\$ 47,963	\$ 58,533
Administrative Assistant	113	\$ 39,261	\$ 50,359	\$ 61,457
Community Relations & Events Coordinator	113	\$ 39,261	\$ 50,359	\$ 61,457
Cross Connection/Stormwater Program Coordinator	113	\$ 39,261	\$ 50,359	\$ 61,457
Engineering Technician	113	\$ 39,261	\$ 50,359	\$ 61,457
Environmental Specialist II	113	\$ 39,261	\$ 50,359	\$ 61,457
Equipment Mechanic	113	\$ 39,261	\$ 50,359	\$ 61,457
General Ledger Coordinator	113	\$ 39,261	\$ 50,359	\$ 61,457
Heavy Equipment Operator II	113	\$ 39,261	\$ 50,359	\$ 61,457
Industrial Waste Technician "B"	113	\$ 39,261	\$ 50,359	\$ 61,457
Instrumentation Technician	113	\$ 39,261	\$ 50,359	\$ 61,457
Property and Evidence Technician (Degreed)	113	\$ 39,261	\$ 50,359	\$ 61,457
Records Supervisor	113	\$ 39,261	\$ 50,359	\$ 61,457
Secretary III	113	\$ 39,261	\$ 50,359	\$ 61,457
Utilities Electrician	113	\$ 39,261	\$ 50,359	\$ 61,457
Utility Inspector	113	\$ 39,261	\$ 50,359	\$ 61,457
Utility Mapping Technician	113	\$ 39,261	\$ 50,359	\$ 61,457
Waste Water Plant Operator "B"	113	\$ 39,261	\$ 50,359	\$ 61,457
Water Plant Operator "B"	113	\$ 39,261	\$ 50,359	\$ 61,457
Construction Foreman	114	\$ 41,227	\$ 52,880	\$ 64,532
Crime Analyst	114	\$ 41,227	\$ 52,880	\$ 64,532
Environmental Specialist III	114	\$ 41,227	\$ 52,880	\$ 64,532
Fleet Foreman	114	\$ 41,227	\$ 52,880	\$ 64,532
Forensic Science Technician	114	\$ 41,227	\$ 52,880	\$ 64,532
Grounds Foreman	114	\$ 41,227	\$ 52,880	\$ 64,532
Human Resources Specialist II	114	\$ 41,227	\$ 52,880	\$ 64,532
Lead Communication Technician	114	\$ 41,227	\$ 52,880	\$ 64,532
Lead Laboratory Technician	114	\$ 41,227	\$ 52,880	\$ 64,532
Lead Waste Water Plant Operator "C"	114	\$ 41,227	\$ 52,880	\$ 64,532
Lead Water Plant Operator "C"	114	\$ 41,227	\$ 52,880	\$ 64,532
Office Supervisor	114	\$ 41,227	\$ 52,880	\$ 64,532
Solid Waste Foreman	114	\$ 41,227	\$ 52,880	\$ 64,532
Streets Foreman	114	\$ 41,227	\$ 52,880	\$ 64,532
Turf Specialist	114	\$ 41,227	\$ 52,880	\$ 64,532
Utility Foreman	114	\$ 41,227	\$ 52,880	\$ 64,532
Waste Water Plant Operator "A"	114	\$ 41,227	\$ 52,880	\$ 64,532
Water Plant Operator "A"	114	\$ 41,227	\$ 52,880	\$ 64,532

**CITY OF AOPKA
PAY CLASSIFICATIONS**

CLASSIFICATION TITLE - GENERAL	GRADE	MIN	MID	MAX
Accountant I	115	\$ 43,287	\$ 55,524	\$ 67,760
Administrative Assistant/Mayor's Secretary	115	\$ 43,287	\$ 55,524	\$ 67,760
Assistant Communications Supervisor	115	\$ 43,287	\$ 55,524	\$ 67,760
Code Enforcement Officer	115	\$ 43,287	\$ 55,524	\$ 67,760
Construction Inspector	115	\$ 43,287	\$ 55,524	\$ 67,760
Deputy City Clerk	115	\$ 43,287	\$ 55,524	\$ 67,760
GIS Technician	115	\$ 43,287	\$ 55,524	\$ 67,760
Lead Waste Water Plant Operator "B"	115	\$ 43,287	\$ 55,524	\$ 67,760
Lead Water Plant Operator "B"	115	\$ 43,287	\$ 55,524	\$ 67,760
Office Manager	115	\$ 43,287	\$ 55,524	\$ 67,760
Planning Assistant	115	\$ 43,287	\$ 55,524	\$ 67,760
Purchasing Coordinator	115	\$ 43,287	\$ 55,524	\$ 67,760
Utility Map Coordinator Technician	115	\$ 43,287	\$ 55,524	\$ 67,760
Water Conservation Specialist	115	\$ 43,287	\$ 55,524	\$ 67,760
Computer Support Specialist	116	\$ 45,451	\$ 58,298	\$ 71,144
Fire Code Inspector	116	\$ 45,451	\$ 58,298	\$ 71,144
GIS Analyst	116	\$ 45,451	\$ 58,298	\$ 71,144
HVAC Tech	116	\$ 45,451	\$ 58,298	\$ 71,144
Lead Waste Water Plant Operator "A"	116	\$ 45,451	\$ 58,298	\$ 71,144
Lead Water Plant Operator "A"	116	\$ 45,451	\$ 58,298	\$ 71,144
Purchasing Supervisor	116	\$ 45,451	\$ 58,298	\$ 71,144
Accountant II	117	\$ 47,722	\$ 61,213	\$ 74,703
Community Development Specialist	117	\$ 47,722	\$ 61,213	\$ 74,703
Construction Coordinator	117	\$ 47,722	\$ 61,213	\$ 74,703
Multiple Code Inspector	117	\$ 47,722	\$ 61,213	\$ 74,703
Planner	117	\$ 47,722	\$ 61,213	\$ 74,703
Senior GIS Mapping Technician	117	\$ 47,722	\$ 61,213	\$ 74,703
Athletic Complex Maintenance Supervisor	118	\$ 50,111	\$ 64,275	\$ 78,438
Communication Supervisor	118	\$ 50,111	\$ 64,275	\$ 78,438
Community Events Manager	118	\$ 50,111	\$ 64,275	\$ 78,438
Maintenance Supervisor	118	\$ 50,111	\$ 64,275	\$ 78,438
Program Supervisor Streets & Grounds	118	\$ 50,111	\$ 64,275	\$ 78,438
Recreation Manager	118	\$ 50,111	\$ 64,275	\$ 78,438
Risk Manager	118	\$ 50,111	\$ 64,275	\$ 78,438
Senior Project Coordinator Streets & Grounds	118	\$ 50,111	\$ 64,275	\$ 78,438
Staff Engineer	118	\$ 50,111	\$ 64,275	\$ 78,438
Streets & Grounds Supervisor	118	\$ 50,111	\$ 64,275	\$ 78,438
Utility Program Supervisor	118	\$ 50,111	\$ 64,275	\$ 78,438
Waste Water Plant Chief Operator	118	\$ 50,111	\$ 64,275	\$ 78,438
Water Plant Chief Operator	118	\$ 50,111	\$ 64,275	\$ 78,438
Assistant to the Chief Administrative Officer	119	\$ 52,617	\$ 67,489	\$ 82,361
Executive Assistant to the Mayor	119	\$ 52,617	\$ 67,489	\$ 82,361
Planner II	119	\$ 52,617	\$ 67,489	\$ 82,361
Plans Examiner	119	\$ 52,617	\$ 67,489	\$ 82,361
Project Coordinator	119	\$ 52,617	\$ 67,489	\$ 82,361
Special Project Assistant	119	\$ 52,617	\$ 67,489	\$ 82,361
Utility & Roadway Designer	119	\$ 52,617	\$ 67,489	\$ 82,361
Accountant III	120	\$ 55,246	\$ 70,862	\$ 86,477
Communication Manager	120	\$ 55,246	\$ 70,862	\$ 86,477

**CITY OF AOPKA
PAY CLASSIFICATIONS**

CLASSIFICATION TITLE - GENERAL	GRADE	MIN	MID	MAX
Information Technology Supervisor	120	\$ 55,246	\$ 70,862	\$ 86,477
Senior Utility & Roadway Designer	120	\$ 55,246	\$ 70,862	\$ 86,477
Solid Waste Supervisor	120	\$ 55,246	\$ 70,862	\$ 86,477
Utility Construction Supervisor	120	\$ 55,246	\$ 70,862	\$ 86,477
Utility Maintenance Supervisor	120	\$ 55,246	\$ 70,862	\$ 86,477
Administrative Services Manager	121	\$ 58,008	\$ 74,406	\$ 90,803
Assistant Recreation Director	121	\$ 58,008	\$ 74,406	\$ 90,803
Budget Officer	121	\$ 58,008	\$ 74,406	\$ 90,803
Fleet Superintendent	121	\$ 58,008	\$ 74,406	\$ 90,803
Human Resources Benefits Manager	121	\$ 58,008	\$ 74,406	\$ 90,803
Recreation Operations & Maintenance Manager	121	\$ 58,008	\$ 74,406	\$ 90,803
Senior Project Coordinator / Plan Review	121	\$ 58,008	\$ 74,406	\$ 90,803
Waste Water Treatment Supervisor	121	\$ 58,008	\$ 74,406	\$ 90,803
Water Treatment Supervisor	121	\$ 58,008	\$ 74,406	\$ 90,803
Accounting Manager	122	\$ 60,907	\$ 78,389	\$ 95,870
Director of Communications	122	\$ 60,907	\$ 78,389	\$ 95,870
Operations & Maintenance Manager	122	\$ 60,907	\$ 78,389	\$ 95,870
Purchasing Manager	122	\$ 60,907	\$ 78,389	\$ 95,870
Streets & Grounds Superintendent	122	\$ 60,907	\$ 78,389	\$ 95,870
Utilities Maintenance / Construction Manager	122	\$ 60,907	\$ 78,389	\$ 95,870
Utility Billing Manager	122	\$ 60,907	\$ 78,389	\$ 95,870
Water Resource Operations Manager	122	\$ 60,907	\$ 78,389	\$ 95,870
Senior Planner	123	\$ 63,956	\$ 82,034	\$ 100,111
Planning Manager	124	\$ 67,152	\$ 86,133	\$ 105,113
Facilities Administrator	124	\$ 67,152	\$ 86,133	\$ 105,113
Administrative Projects Coordinator	124	\$ 67,152	\$ 86,133	\$ 105,113
Building Official	125	\$ 70,513	\$ 90,443	\$ 110,372
City Clerk	126	\$ 74,034	\$ 94,963	\$ 115,891
Assistant Finance Director	127	\$ 77,735	\$ 99,709	\$ 121,683
Data Processing Manager	127	\$ 77,735	\$ 99,709	\$ 121,683
Director of Recreation	127	\$ 77,735	\$ 99,709	\$ 121,683
Assistant Public Services Director	129	\$ 85,704	\$ 109,930	\$ 134,156
City Engineer	129	\$ 85,704	\$ 109,930	\$ 134,156
Human Resources Director	130	\$ 89,990	\$ 115,428	\$ 140,865
Community Development Director	131	\$ 94,489	\$ 121,200	\$ 147,910
Finance Director	131	\$ 94,489	\$ 121,200	\$ 147,910
Fire Chief	131	\$ 94,489	\$ 121,200	\$ 147,910
Information Technology Director	131	\$ 94,489	\$ 121,200	\$ 147,910
Police Chief	131	\$ 94,489	\$ 121,200	\$ 147,910
Public Services Director	131	\$ 94,489	\$ 121,200	\$ 147,910
Deputy Chief Administrative Officer	133	\$ 104,173	\$ 133,621	\$ 163,069
Chief Administrative Officer	134	\$ 111,550	\$ 142,783	\$ 174,015
City Administrator	134	\$ 111,550	\$ 142,783	\$ 174,015
Mayor	135	\$ 150,000	\$ 150,000	\$ 150,000

**CITY OF AOPKA
PAY CLASSIFICATIONS**

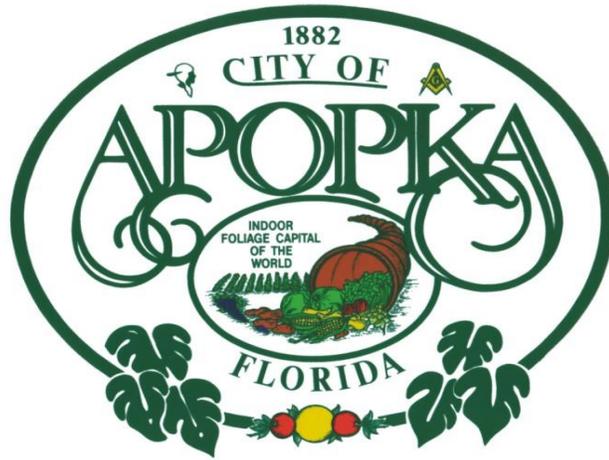
CLASSIFICATION TITLE - PUBLIC SAFETY	GRADE	MIN	MID	MAX
Firefighter 1st Class	11	\$ 45,480	\$ 56,850	\$ 68,219
Police Officer	11	\$ 45,480	\$ 56,850	\$ 68,219
Firefighter Engineer	13	\$ 51,099	\$ 63,876	\$ 76,652
Police Corporal	13	\$ 51,099	\$ 63,876	\$ 76,652
Firefighter Lieutenant	15	\$ 57,417	\$ 71,772	\$ 86,127
Police Sergeant	15	\$ 57,417	\$ 71,772	\$ 86,127
Firefighter Captain (District Chief)	18	\$ 68,386	\$ 85,482	\$ 102,578
Police Commander	18	\$ 68,386	\$ 85,482	\$ 102,578
Assistant Fire Chief	19	\$ 72,488	\$ 90,611	\$ 108,733
Police Captain	20	\$ 76,838	\$ 96,047	\$ 115,256
Chief of Operations	21	\$ 81,447	\$ 101,809	\$ 122,170
Deputy Fire Chief	21	\$ 81,447	\$ 101,809	\$ 122,170
Deputy Police Chief	21	\$ 81,447	\$ 101,809	\$ 122,170
Police Major	21	\$ 81,447	\$ 101,809	\$ 122,170

CITY OF APOPKA
SUMMARY OF AUTHORIZED POSITION CHANGES

Departments / Divisions	2015	2016	Additions	Transfers	Deletions	2017
<u>General Government</u>						
Mayor's Office	2	2				2
Administrative Services	7	3				3
Community Outreach	0	3				3
Clerk's Office	2	2				2
Accounting / Budget	4	5		1		6
Human Resources	3	4	1	-1		4
Information Technology	7	7				7
<u>Fire Services</u>						
Chief's Office	8	8				8
Suppression	33	33	18			51
EMS	43	43				43
<u>Police Services</u>						
Chief's Office	2	2				2
Field Services	64	71	5			76
Support Services	39	39	2			41
Dispatch	27	23	2			25
<u>Community Development</u>						
Planning / Engineering Review	8	9	2			11
Building Inspection	7	7				7
<u>Public Services</u>						
Administration	9	9				9
Water Plant	7	7				7
Wastewater Plant	14	14				14
Utility Construction	9	9				9
Water Maintenance	11	11				11
Utility Billing	5	5				5
Wastewater Maintenance	9	9				9
Restoration	4	4				4
Design Engineering	6	7				7
Sanitation	18	18				18
Facilities Maintenance	2	2				2
Fleet Management	11	11	2			13
Streets Maintenance / Inmate Program	9	9				9
Cemetery	2	2				2
Grounds	9	9				9
<u>Recreation</u>						
Recreation Administration	0	0				0
Grounds – Athletic Complexes	7	7				7
Athletics	8	8				8
Programs and Civic Events	4	4				4
<hr/>						
Total Full Time Positions	400	406	32	0	0	438
<hr/>						
Firefighter - Temporary	4	4				4
PT Stand-by Maintenance Worker	5	5				5
PT Facility Attendants	9	9				9
PT Summer Camp Counselors	15	15				15
PT Park Rangers	4	4				4
PT School Crossing Guards	13	13				13
PT Clerk Assistant			1			1



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SUPPLEMENTAL DATA

CITY OF AOPKA
MISCELLANEOUS STATISTICAL INFORMATION

INITIAL INCORPORATION:	1882
FORM OF GOVERNMENT:	MAYOR / COUNCIL
CITY POPULATION:	46,354

PUBLIC SAFETY

Police Stations	1
Police Patrol units	54
Fire Stations	4

PUBLIC WORKS / UTILITIES

Water

Water mains (miles)	267.91
Fire hydrants	1429
Total system capacity (millions of gallons)	46.84

Wastewater

Sanitary sewers (miles)	218.41
Storm sewers (miles)	96.38
Treatment capacity (millions of gallons)	4.5
Lift Stations	112

Reclaimed Water

Reclaimed Water mains (miles)	118.33
Total system capacity (millions of gallons)	15.55

Refuse Collection

Collection trucks	17
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Other Public Works

Streets (miles)	202.97
Streetlights	134
Traffic signals	32

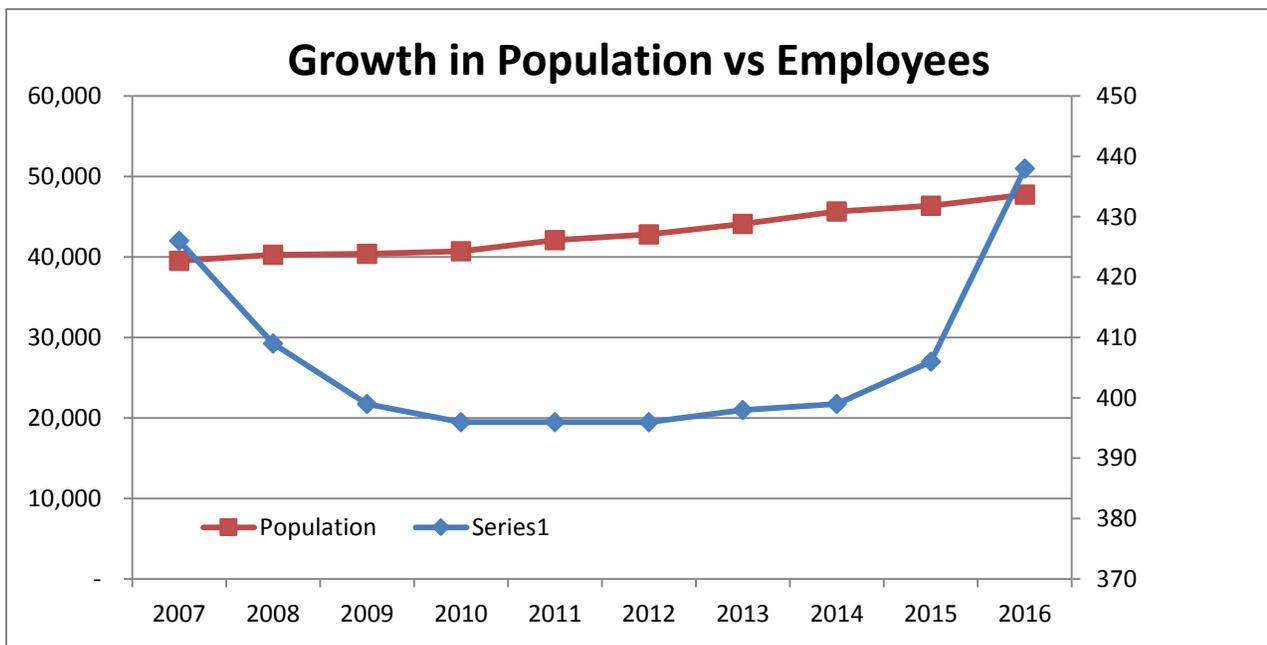
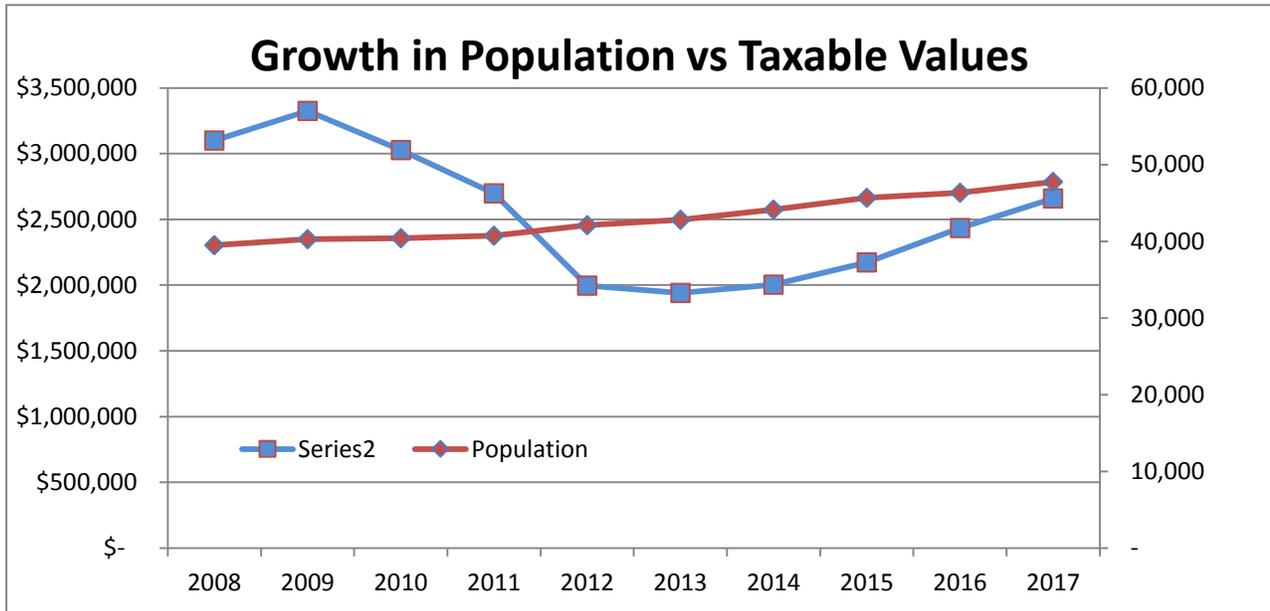
PARKS AND RECREATION FACILITIES

Acreage	265.18
Playgrounds	7
Baseball/softball diamonds	14
Soccer/football fields	15
Community centers	4

SCHOOL ENROLLMENT

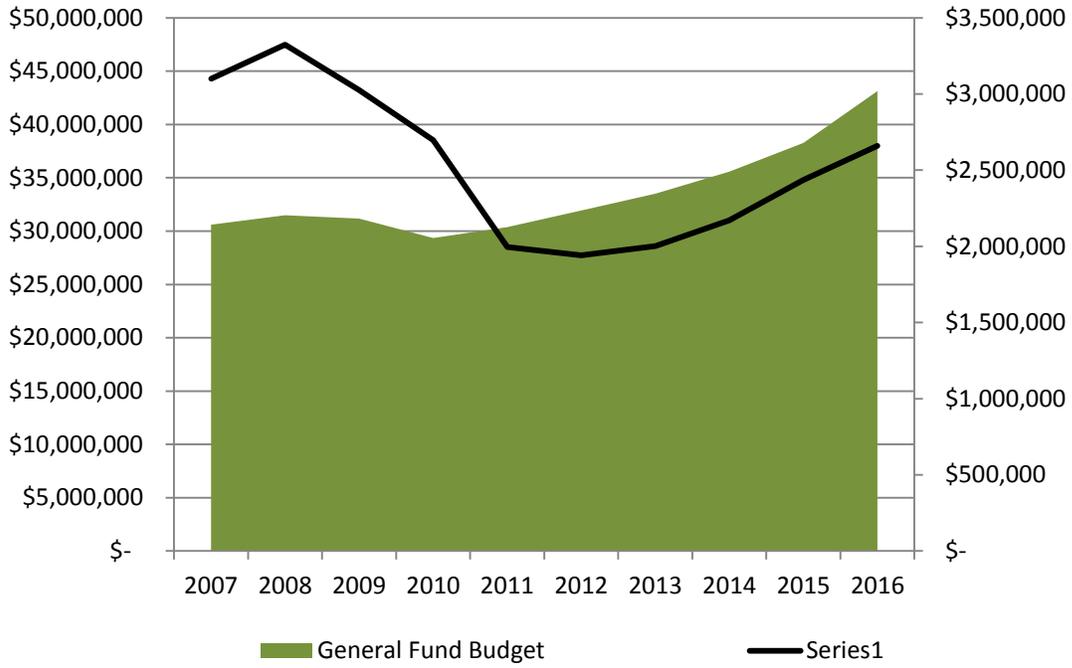
Apopka Christian	45
Apopka Elementary	808
Apopka High School	3,338
Apopka Memorial Middle School	1,043
Clarcona Elementary	1,055
Clay Springs Elementary	821
Dream Lake Elementary	833
Lakeville Elementary	796
Little Red Schoolhouse	69
Lovell Elementary	723
Piedmont Lakes Middle	1,120
Rock Springs Elementary	824
Sheeler Charter High	341
Wekiva High School	2,305
Wheatley Elementary	437
Wolf Lake Elementary	1,201
Wolf Lake Middle	1,296
Trinity Christian School	318
TOTAL STUDENTS	17,373

CITY OF AOPKA SUPPLEMENTAL DATA

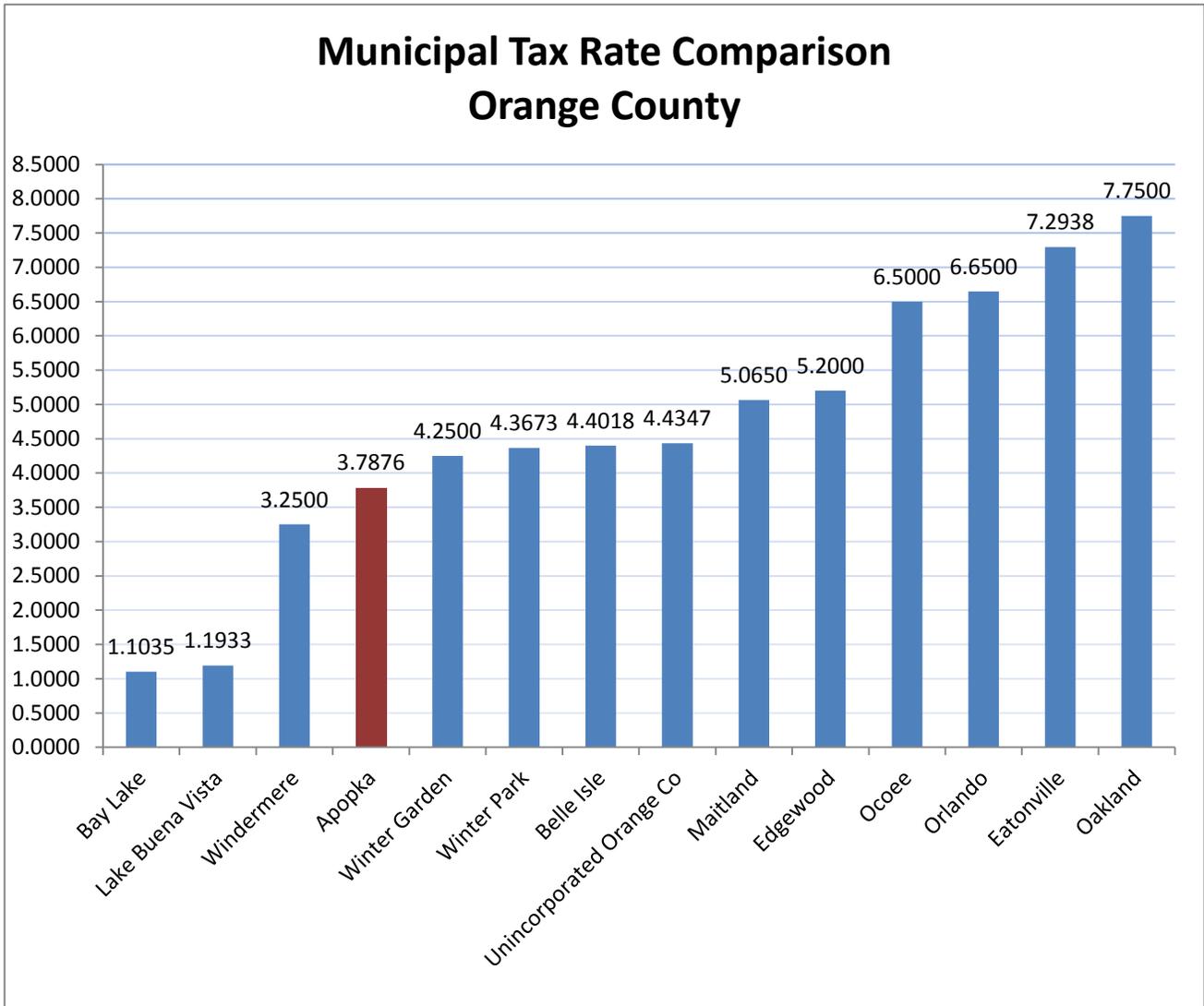


CITY OF AOPKA SUPPLEMENTAL DATA

Property Values vs General Fund Budget



CITY OF APOPKA SUPPLEMENTAL DATA



Survey conducted by the City of Apopka's Finance Department
 Survey results provided by Orange County Property Appraisers Office

CITY OF AOPKA ACRONYMS

AMR	Automated Meter Reading	FY	Fiscal Year
CAFR	Comprehensive Annual Financial Report	GAAP	Generally Accepted Accounting Principles
CAPFA	Capital Projects Finance Authority	GASB	Governmental Accounting Standards Board
CGFO	Certified Government Finance Officer	GFOA	Government Finance Officers Association
CIP	Capital Improvement Program	IMS	Information Management System
CPA	Certified Public Accountant	IT	Information Technology
CPFO	Certified Public Finance Officer	MGD	Million Gallons per Day
CPI	Consumer Price Index	OCPS	Orange County Public Schools
CRA	Community Redevelopment Agency	PO	Purchase Order
EPA	Environmental Protection Agency	RFP	Request for Proposal
ERU	Equivalent Residential Unit	TRIM	Truth in Millage
FDLE	Florida Department of Law Enforcement	WTP	Water Treatment Plant
FLC	Florida League of Cities	WWTP	Wastewater Treatment Plant
FPSC	Florida Public Services Commission		

CITY OF AOPKA GLOSSARY

ACCOUNTING SYSTEM: The total set of records and procedures which are used to record, classify, and report information on the financial status and operations of an entity or fund.

ACTIVITY: A specific unit of work or service performed.

ADA: Americans with Disabilities Act, which is the federal legislation, requiring all public buildings to be handicap accessible.

ADJUSTED BUDGET: The Adopted Budget as amended by the City Council and adjusted to show comparability as a result of shifts in programmatic or functional responsibilities.

AMENDED BUDGET: The Adopted Budget as formally adjusted by the City Council.

APPROPRIATION: An authorization made by the City Council which permits officials to incur encumbrances or obligations against and to make expenditures of City controlled governmental dollar resources. Appropriations are usually made for fixed dollar amounts and are typically granted for a one (1) fiscal year period.

APPROPRIATION RESOLUTION: The official enactment by the City Council establishing the legal authority for the City officials to encumber or obligate and expend dollar resources.

ASSESSED VALUATION: The estimated dollar value placed upon real and personal property by the chief appraiser of the appraisal district as the basis for levying property taxes.

ASSETS: Property owned by the City which has book or appraised monetary value.

AUDIT: A systematic examination of resource utilization concluding in a written report. It is a test of management's internal accounting controls.

BALANCE SHEET: A statement purporting to present the financial position of an entity or fund by disclosing the value of its assets, liabilities, and equities as of a specified date.

BASE BUDGET: On-going expense for personnel, contractual services, materials and supplies, and the replacement of supplies and equipment required to maintain service levels previously authorized by the City Council.

BOCA: United States (Building Officials and Code Administrators) Code.

BOND (DEBT INSTRUMENT): A written promise to pay (debt) a specified sum of money (called principal or face value) at a specified future date (called the maturity date) along with periodic interest paid at a specified percentage of the principal (interest rate). Bonds are typically used for long-term debt to pay for specific capital expenditures.

BUDGET (OPERATING): A plan of financial operation embodying an estimate of proposed revenues and expenditures for a given period (typically a fiscal year). The term "Approved Budget" is often used to denote the City Council officially Approved Budget under which the City and its departments operate.

BUDGET CALENDAR: The schedule of key dates or milestones which the City follows in the preparation, processing and adoption of the budget.

CITY OF AOPKA GLOSSARY

BUDGET DOCUMENT: The official written statement prepared by the Finance Department and supporting staff, which presents the Proposed Budget to the City Council.

BUDGET MESSAGE: A general discussion of the Proposed Budget presented in writing as a part of the budget document. The budget message explains principal budget issues against the background of financial experience in recent years and presents recommendations made by the CAO and Finance Director.

CAFR: Comprehensive Annual Financial Report which is an audited and printed copy of the City's financial statement at the end of a given fiscal year.

CAPITAL ASSETS: Assets of significant value and having a useful life of several years. Capital assets are also called fixed assets.

CAPITAL BUDGET: A plan of proposed capital expenditures for buildings, parks, utilities, etc., and their financing sources. The Capital Budget should be enacted as part of the City's Consolidated Budget which includes both the Operating Budget and the Capital Budget. The Capital Budget should be based on the first fiscal year of the five (5) (plus) year Capital Improvement Budget (CIB).

CAPITAL IMPROVEMENT BUDGET: A plan for capital expenditures to be incurred each year over a period of five (5) future years setting forth each capital project, identifying the expected beginning and ending date for each capital project, the amount to be expended in each year, and the method of financing those expenditures.

CAPITAL OUTLAYS: Expenditures for the acquisition of capital assets. Includes the cost of land, buildings, permanent improvements, machinery, large tools, rolling and stationary equipment.

CAPITAL PROJECTS: Projects which purchase or construct capital assets. Typically a capital project encompasses a purchase of land and/or the construction of a building or facility.

CERTIFICATE OF DEPOSIT: A negotiable or non-negotiable receipt for monies deposited in a bank or financial institution for a specified period for a specified rate of interest.

CIB: Capital Improvement Budget, which is the City's plan for capital expenditures.

COMMERCIAL PAPER: A very short-term unsecured promissory note, supported by a bank line or letter of credit, which has maturity from one (1) to 270 days. Some cities issue commercial paper for their Sewer Revenue Fund to provide some flexibility in financing the Capital Improvement Program for the Sewer System.

COMMODITIES: Items of expenditure (in the Operating Budget) which, after use, are consumed or show a material change in their physical condition, and which are generally of limited value and are characterized by rapid depreciation. Office supplies and motor fuel are examples of commodities.

CONTINGENCY: A budgetary reserve set aside for emergencies or unforeseen expenditures.

CITY OF AOPKA GLOSSARY

CONTRACTUAL SERVICES: Are items of expenditure for services the City receives from an Inter-department Transfer or from an outside company. Legal and consulting are examples of contractual services.

COPS: Federal grants awarded to support community policing programs and other law enforcement initiatives.

DEBT SERVICE: Payment of fees, interest and repayment of principal to holders of the City's debt instruments.

DEFICIT: 1.) The excess of an entity's or fund's liabilities over its assets (See Fund Balance). 2.) The excess of expenditures or expenses over revenues during a single accounting period.

DEPRECIATION: 1.) Expiration in the service life of capital asset attributable to wear and tear, deterioration, action of the physical elements, inadequacy obsolescence. 2.) That portion of the cost of a capital asset which is charged as an expense during a particular period.

EMS: Emergency Medical Service which is part of the Fire Department and provides emergency rescue services.

ENCUMBRANCES: Obligations in form of purchase orders, contracts or salary commitments which are chargeable to an appropriation and for which a part of the appropriation is reserved. They cease to be encumbrances when paid or when an actual liability is set-up/recorded.

ENTERPRISE FUND: Public Utilities are examples of enterprise funds. Separate financial accounting used for government operations that are financed and operated in a manner similar to business enterprises, and for which preparation of an income statement is desirable.

EPA: The Environmental Protection Agency, which is a federal agency that enforces environmental regulations.

EXPENDITURES: Where accounts are kept on the accrual or modified accrual basis of accounting, the cost of goods received or services rendered whether cash payments have been made or not. Where accounts are kept on a cash basis, expenditures are recognized only when the cash payments for the above purposes are made.

FICA: Federal Insurance Contributions Act, a payroll expenditure representing social security taxes.

FISCAL YEAR: The twelve (12) month period beginning October 1st and ending the following September 30th.

FULL FAITH AND CREDIT: A pledge of the City's taxing power of a government to repay debt obligations (typically used in reference to General Obligation Bonds or tax-supported debt).

FUNCTION: An accounting entity which is part of a fund. It is a compilation of all costs associated with a program or a department within a fund.

FUND: An independent fiscal and accounting entity with a self-balancing set of accounts recording cash and/or other resources together with all related liabilities, obligations, reserves, and equities which are segregated for the purpose of carrying on specific activities or attaining certain objectives.

CITY OF AOPKA GLOSSARY

FUND BALANCE: The excess of an entity's or fund's assets over its liabilities. A negative fund balance is sometimes called a deficit.

GENERAL FUND: The fund supported by taxes, fees, and other revenues that may be used for any lawful purpose.

GENERAL OBLIGATION BONDS: When the City pledges its full faith and credit to the repayment of the bonds it issues, then those bonds are general obligation (G.O.) bonds. Sometimes the term is also used to refer to bonds which are to be repaid from taxes and other general revenues.

GIS: Geographical Information System which is a Citywide computerized mapping program.

GOALS: Statements about a department's long-term objectives.

HVAC: Heating, ventilating and air conditioning; the system or systems that condition air in a building.

INTERGOVERNMENTAL GRANT: A contribution of assets (usually cash) by one (1) governmental unit or other organization to another. Typically, these contributions are made to local governments from the State and Federal Governments. Grants are usually made for specified purposes.

INVESTMENT: Securities and real estate purchased and held for the production of income in the form of interest, dividends, rentals or base payments.

LIABILITY: Debt or other legal obligations arising out of transactions in the past which must be liquidated, renewed or refunded at some future date. Note: The term does not include encumbrances.

MATURITIES: The dates on which the principal or stated values of investments or debt obligations mature and may be reclaimed.

MODIFIED ACCRUAL ACCOUNTING: A basis of accounting in which revenues are recorded when collected with the current period or soon enough thereafter to be used to pay liabilities of the current period and expenditures are recognized when the related liability is incurred.

OBJECTIVES: Statements about a department's annual level of activity. Objectives are measurable, time bound activities, which illustrate how a department intends to reach its goals.

OBJECT OF EXPENDITURE: Expenditure classifications based upon the types or categories of goods and services purchased. (For greater detail, see Chart of Accounts) Typical objects of expenditure include:

- Personal services (salaries and wages paid to employees for full and part-time work, including overtime, shift differential and similar compensation);
- Purchased services (private vendors, public authorities or other governmental entities);
- Materials and supplies;
- Capital outlay.

CITY OF AOPKA GLOSSARY

OPERATING FUNDS: Resources derived from recurring revenue sources used to finance ongoing operating expenditures and pay-as-you-go capital projects.

PERFORMANCE MEASURES: Specific quantitative productivity measures of work performed within an activity or program (e.g., total miles of streets cleaned). Also, a specific quantitative measure of results obtained through a program or activity (e.g., reduced incidence of vandalism due to new street lighting program).

PERSONNEL SERVICES: Items of expenditures in the Operating Budget for salaries and wages paid for services performed by City employees, as well as the incidental fringe benefit costs associated with City employment.

PM: Preventative Maintenance, regular inspection to prevent problems before they happen.

RATING: The credit worthiness of a City as evaluated by independent agencies, with AAA or Aaa being the highest.

RESERVE: An account used to indicate that a portion of fund equity or balance is legally designated or restricted for a specific purpose, e.g., cash flow reserve.

RESOURCES: Total dollars, people, materials and facilities available for use including estimated revenues, fund transfers, and beginning fund balances.

REVENUE: The term designates an increase to the dollar value of a fund's assets which: - Does not increase a liability (e.g., proceeds from a loan); - Does not represent a repayment of an expenditure already made; - Does not represent a cancellation of certain liabilities; - Does not represent an increase in contributed capital.

REVENUE BONDS: When a government issues bonds, which do not pledge the full faith and credit of the jurisdiction, it issues limited liability revenue bonds. Typically, pledges are made to dedicate one (1) specific revenue source to repay these bonds. Revenue bonds are not included in the debt limit set by City Charter and under state law do not require voter approval.

REVENUE ESTIMATE: A formal estimate of how much revenue will be earned from a specific revenue sources for some future period; typically, a future fiscal year.

SOURCE OF REVENUE: Revenues are classified according to their source or point of origin, e.g., real estate taxes.

STORMWATER MANAGEMENT OPERATIONS: A division of Public Works responsible for developing and implementing cost effective compliance with state and federal regulations governing stormwater quality.

TAX LEVY: The total amount to be raised by general property taxes for operations and debt service purposes specified in the Annual Millage Resolution.

TAX RATE: The amount of tax levied for each \$1,000 of assessed valuations of property.



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