

City of Alachua

Budget Workshop - Proposed Budget

General, Debt Service, Special Revenue & Capital Projects Funds

Fiscal Year 2016-2017

August 1, 2016

Purpose

- * Provide an overview of the FY 2017 Proposed Budgets for:
 - General Fund
 - Special Revenue Funds
 - Debt Service Fund
 - Capital Projects Funds
- * Provide a timeline for the remainder of the FY 2016 budget process.

General Fund Summary

- * The Proposed General Fund budget total for FY 2017 is \$12,220,872.
- * Full Time Equivalent (FTE) positions funded by the General Fund is 83.00 an increase of 2.00 over the Approved FY 16 Budget.
- * Includes:
 - 2% COLA
 - Longevity Pay
 - Health, Vision and Dental Insurance increases
- * This does not include carry forwards or grants.

GF - Revenue Summary

* Taxes:	\$5,998,056
* Licenses & Permits:	\$ 503,800
* Intergovernmental:	\$ 900,589
* Charges for Services:	\$1,039,350
* Fines:	\$ 32,000
* Miscellaneous:	\$ 38,000
* Non-Operating:	\$3,709,077

GF - Revenue Summary

* Taxes:

Ad Valorem	\$4.10M
Local Option Gas	\$ 250K
Utility	\$1.25M
Communication Services	\$ 350K
Local Business Tax	\$ 47K

GF - Revenue Summary

* Licenses & Permits:

Franchise Fees-Comm. Solid Waste	\$ 54K
Franchise Fees –Electric, Gas, Cable	\$240K
Building Permits	\$210K

GF - Revenue Summary

* Intergovernmental Revenue:

State Revenue Sharing*	\$ 277K
Mobile Home/Alcohol*	\$ 9K
Half Cent Sales Tax*	\$ 582K
Fuel Tax Refund*	\$ 8K
Traffic Signal Maintenance Contract	\$ 24K

*Revenues are distributed by the State of Florida

GF - Revenue Summary

* Charges for Services:

Planning & Zoning	\$ 103K
Public Safety	\$ 87K
Physical Environment (solid waste)	\$ 823K
Culture & Recreation	\$ 27K

* Fines:

Traffic Citations	\$ 32K
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GF - Revenue Summary

- * Miscellaneous:

Other Miscellaneous	\$ 38K
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- * Non-Operating:

Inter-fund Transfers	\$2.00M
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Use of Fund Balance	\$1.71M
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GF - Department Summary

* City Commission:

Personal Services:	\$ 107,910
Operating Expenses:	<u>\$ 36,888</u>
Total Budget	\$ 144,798

FTEs: 5.00

Budget Enhancements:

- Increase of \$ 3,500 for strategic planning
- Increase of \$2,500 in travel

GF - Department Summary

* City Manager - Executive:

Personal Services:	\$ 395,329
Operating Expenses:	<u>\$ 33,106</u>
Total Budget	\$ 428,435

FTEs: 3.00

GF - Department Summary

* City Manager - Human Resources:

Personal Services:	\$ 136,072
Operating Expenses:	<u>\$ 43,278</u>
Total Budget	\$ 179,350

FTEs: 2.00

GF - Department Summary

* City Attorney - Legal Services:

Personal Services:	\$ 0
Operating Expenses:	<u>\$ 171,494</u>
Total Budget	\$ 171,494
-General Retainer	\$ 120,000
-Litigation	\$ 50,000

GF - Department Summary

* Compliance & Risk Management:

Personal Services:	\$ 282,946
Operating Expenses:	<u>\$ 53,840</u>
Total Budget	\$ 336,786

FTEs: 3.50

GF - Department Summary

* Community Development-Planning:

Personal Services:	\$ 326,648
Operating Expenses:	<u>\$ 107,551</u>
Total Budget	\$ 434,199

FTEs: 4.50

GF - Department Summary

* Community Development-Building Operations:

Personal Services:	\$ 165,782
Operating Expenses:	<u>\$ 31,926</u>
Total Budget	\$ 197,708

FTEs: 2.50

GF - Department Summary

* Community Development-Beautification:

Personal Services:	\$	0
Operating Expenses:	\$	<u>8,000</u>
Total Budget	\$	8,000

-Median maintenance

GF - Department Summary

* Public Services-Solid Waste:

Personal Services:	\$ 0
Operating Expenses:	<u>\$ 666,300</u>
Total Budget	\$ 666,300

GF - Department Summary

* Public Services-Public Works:

Personal Services:	\$ 373,409
Operating Expenses:	\$ 209,210
Capital Outlay:	<u>\$ 249,500</u>
Total Budget	\$ 832,119

FTEs: 8.00

GF - Department Summary

* Public Services-Public Works (continued):

Budget Enhancements:

-Travel & per diem	\$ 1,500
-Repairs & maintenance	\$ 2,500
-1 Ton Crew Cab Truck	\$ 25,000
-Equipment trailer	\$ 2,500
-Zero turn mower	\$ 12,000

GF - Department Summary

* Parks & Recreation:

Personal Services:	\$ 250,568
Operating Expenses:	<u>\$ 354,449</u>
Total Budget	\$ 605,017

FTEs: 5.00

Budget Enhancements:

-Utilities	\$ 25,000
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GF - Department Summary

* Deputy City Clerk:

Personal Services:	\$ 135,446
Operating Expenses:	<u>\$ 37,295</u>
Total Budget	\$ 172,741

FTEs: 2.00

GF - Department Summary

* FAS-Accounting/Purchasing:

Personal Services:	\$ 424,870
Operating Expenses:	<u>\$ 70,707</u>
Total Budget	\$ 495,577

FTEs: 5.00

Budget Enhancements:

-Software maintenance \$ 5,800

GF - Department Summary

* FAS-Grants:

Personal Services:	\$ 63,661
Operating Expenses:	<u>\$ 6,373</u>
Total Budget	\$ 70,034

FTEs: 1.00

GF - Department Summary

* FAS-Facilities Maintenance:

Personal Services:	\$ 325,699
Operating Expenses:	\$ 120,850
Capital Outlay	<u>\$ 5,000</u>
Total Budget	\$ 451,549

FTEs: 7.00

Budget Enhancements:

-Miscellaneous shop equipment	\$ 5,000
-Facilities Custodial Worker	\$ 16,390 (half year)

GF - Department Summary

* FAS-Information Technology:

Personal Services:	\$ 136,034
Operating Expenses:	\$ 56,262
Capital Outlay:	<u>\$ 20,896</u>
Total Budget	\$ 213,192

FTEs: 2.00

Budget Enhancements:

-Disk backup system	\$ 2,480
-Six (6) servers	\$ 18,896
-Network switches	\$ 2,000

GF - Department Summary

* FAS-Fire Protection:

Personal Services:	\$ 0
Operating Expenses:	<u>\$ 687,715</u>
Total Budget	\$ 687,715

Department Summary

* APD-Patrol & Administration:

Personal Services:	\$ 1,885,356
Operating Expenses:	\$ 374,101
Capital Outlay:	<u>\$ 117,800</u>
Total Budget	\$ 2,377,257

FTEs: 25.50

Budget Enhancements:

- Three (3) vehicles	\$ 90,000
- Five (5) tablets & docking stations	\$ 18,000
- Two (2) patrol car video cameras	\$ 9,800

Department Summary

* APD-Communications:

Personal Services:	\$ 356,306
Operating Expenses:	<u>\$ 12,000</u>
Total Budget	\$ 368,306

FTEs: 7.00

Budget Enhancements:

- Communications Supervisor (1 FTE) \$ 77,128

GF - Department Summary

* APD-School Crossing Guards:

Personal Services:	\$	0
Operating Expenses:	\$	<u>27,789</u>
Total Budget	\$	27,789

GF - Department Summary

* APD-Reserve Program:

Personal Services:	\$	0
Operating Expenses:	\$	<u>3,000</u>
Total Budget	\$	3,000

GF - Department Summary

* APD-Explorers:

Personal Services:	\$	0
Operating Expenses:	<u>\$</u>	<u>2,000</u>
Total Budget	\$	2,000

GF - Department Summary

* Special Expense-General Government:

Personal Services:	\$ 11,400
Operating Expenses:	\$ 97,034
Grants & Aids:	\$ 47,228
Non-Operating:	<u>\$ 3,191,844</u>
Total Budget	\$ 3,347,506

Millage Information

Millage:

- * The Proposed General Fund budget balanced with 5.9900 millage rate.
- * Only need majority vote to adopt 5.9900 at budget public hearings in September 2016.

Debt Service Fund Summary

* Proposed Debt Service Fund FY 17 Budget: \$976,966.

* Debt obligations include:

-Section 108	\$ 165,643
-Series 2016	\$ 633,554
-Motorola Capital Lease	\$ 93,686
-Alachua County TDT payback	\$ 83,333

* Paying agent fee \$ 750

Special Revenue Funds Summary

- * Proposed Special Revenue Funds FY 17 Budget: \$657,152
- * Special Revenue Funds included at this time are:
 - Additional Court Costs Fund
 - Explorer Fund
 - TK Basin Fund
 - Donation Fund
 - Community Redevelopment Agency Fund (CRA)

Special Revenue Funds Revenue Summary

* Licenses & Permits:	\$ 6,650
* Intergovernmental:	\$ 266,222
* Charges for Services:	\$ 2,800
* Miscellaneous:	\$ 200
* Non-Operating:	\$ 381,280

Special Revenue Funds Summary

Additional Court Costs

* APD-Additional Court Costs:

Operating Expenses:	<u>\$ 2,800</u>
Total Budget	\$ 2,800

-Funds used for law enforcement training.

Special Revenue Funds Summary

APD - Explorers

* APD-Explorers:

Operating Expenses:	<u>\$ 6,800</u>
Total Budget	\$ 6,800

-Funds used for Explorer related expenses.

Special Revenue Funds Summary

TK Basin Special Assessment

* Public Services-TK Basin Special Assessment:

Operating Expenses:	<u>\$ 17,920</u>
Total Budget	\$ 17,920

-Funds used for professional services related to levying the special assessment and maintenance of the TK Storm Water basin.

Special Revenue Funds Summary

Donation Fund

* All Departments:

Operating Expenses:	<u>\$ 51,172</u>
Total Budget	\$ 51,172

Departmental Breakdown:

-APD	\$ 918
-Recreation-General	\$ 47,754
-Recreation-Hathcock CC	\$ 2,500

Special Revenue Funds Summary

Community Redevelopment Agency

* Special Expense-CRA:

Personal Services:	\$ 18,810
Operating Expenses:	\$ 230,370
Capital Outlay:	\$ 190,000
Debt Service:	\$ 99,280
Grants & Aids	\$ 30,000
Non-Operating:	<u>\$ 10,000</u>
Total Budget	\$ 578,460

Special Revenue Funds Summary Community Redevelopment Agency

* Special Expense-CRA (continued):

Highlights:

-CRA consultant or professional	\$ 60,000
-Marketing/branding	\$ 10,000
-Wayfinding signage	\$ 5,000
-Grants & Aids	\$ 30,000
-Treescaping	\$ 30,000
-Parking Lot	\$150,000

Capital Projects Funds Summary

- * Proposed Capital Projects Funds FY 17 Budget: \$2,700,700

- * Special Revenue Funds included at this time are:
 - Municipal Complex
 - San Felasco Conservation Corridor Fund
 - Heritage Oaks Improvement Fund
 - Project Legacy

- * Capital Projects Revenues include:

-Transfers In	\$2,574,126
-Fund Balances	\$ 126,574

Capital Projects Funds Summary Municipal Complex

* FAS-Municipal Complex:

Operating Expenses:	<u>\$ 324,126</u>
Total Budget	\$ 324,126

-Funds transferred in being utilized for accounting purposes to reduce due to/due from between funds. Anticipate closing out this fund in FY 2018.

Capital Projects Funds Summary

San Felasco Conservation Corridor

* Recreation-San Felasco Conservation Corridor:

Operating Expenses:	<u>\$ 6,508</u>
Total Budget	\$ 6,508

- Trail maintenance
- Landscaping
- Site review and monitoring

Capital Projects Funds Summary

Heritage Oaks

* Public Services-Heritage Oaks:

Operating Expenses:	<u>\$ 120,066</u>
Total Budget	\$ 120,066

-Storm water related improvements.

Capital Projects Funds Summary

Project Legacy

* Recreation-Project Legacy:

Capital Outlay:	<u>\$2,250,000</u>
Total Budget	\$2,250,000

- Funds to complete Phase I.

Remaining Budget Calendar

- * August 8, 2015: Second Public Hearing on Water and Waste Water Utility Rates 6:30 p.m.
- * August 22, 2015: Budget Workshop-Proposed Budget (Enterprise and Internal Service Funds) 5:00 p.m.
- * September 12, 2015: First Public Hearing 6:30 p.m.
- * September 26, 2016: Second Public Hearing 6:30 p.m.

Questions or Comments

Thank You