

City of Alachua

Budget Workshop - Proposed Budget

General, Debt Service, Special Revenue & Capital Projects Funds

Fiscal Year 2017-2018

August 14, 2017

Purpose

- * Provide an overview of the FY 2017-2018 Proposed Budgets for:
 - General Fund
 - Special Revenue Funds
 - Debt Service Fund
 - Capital Projects Funds
- * Provide timeline for the remainder of the FY 2017-2018 budget process

General Fund Summary

- * The Proposed FY 2017-2018 General Fund total: \$11,631,126
- * Full Time Equivalent (FTE) positions funded: 88.00
 - increase of 4.00 FTE
- * Includes:
 - 2% COLA
 - Longevity Pay
 - Health Insurance increases
- * This does not include carry forwards or grants.

GF - Revenue Summary

* Taxes:	\$6,545,215
* Licenses & Permits:	\$ 595,700
* Intergovernmental:	\$ 974,961
* Charges for Services:	\$ 977,364
* Fines:	\$ 27,000
* Miscellaneous:	\$ 40,550
* Non-Operating:	\$2,470,336

GF - Revenue Summary

* Taxes:

Ad Valorem	\$4.52M
Local Option Gas	\$ 253K
Utility	\$1.40M
Communication Services	\$ 326K
Local Business Tax	\$ 48K

GF - Revenue Summary

- * Licenses & Permits:

Franchise Fees-Comm. Solid Waste	\$ 60K
Franchise Fees-Electric, Gas, Cable	\$240K
Building Permits	\$296K

GF - Revenue Summary

* Intergovernmental Revenue:

State Revenue Sharing*	\$ 293K
Mobile Home/Alcohol*	\$ 10K
Half Cent Sales Tax*	\$ 630K
Fuel Tax Refund*	\$ 8K
Traffic Signal Maintenance Contract	\$ 35K

*Revenues are distributed by the State of Florida

GF - Revenue Summary

* Charges for Services:

Planning & Zoning	\$ 70K
Public Safety	\$ 87K
Physical Environment (solid waste)	\$ 792K
Culture & Recreation	\$ 28K

* Fines:

Traffic Citations	\$ 27K
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GF - Revenue Summary

- * Miscellaneous:

Other Miscellaneous	\$ 41K
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- * Non-Operating:

Inter-fund Transfers	\$2.00M
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Use of Fund Balance	\$ 470K
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GF - Department Summary

* City Commission:

Personal Services:	\$ 110,070
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Operating Expenses:	<u>\$ 32,377</u>
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Total Budget:	\$ 142,447
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FTEs: 5.00

Budget Enhancements:

- None

GF - Department Summary

* City Manager - Executive:

Personal Services:	\$ 526,650
Operating Expenses:	\$ 33,453
Capital Outlay:	<u>\$ 2,000</u>
Total Budget:	\$ 562,103

FTEs: 4.00

Budget Enhancements:

- Economic Dev./Proj. Coord. (1 FTE)	\$100,101
- Laptops (2)	\$ 2,000

GF - Department Summary

* City Manager - Human Resources:

Personal Services:	\$ 139,029
Operating Expenses:	<u>\$ 43,821</u>
Total Budget:	\$ 182,850

FTEs: 2.00

Budget Enhancements:

- None

GF - Department Summary

* City Attorney - Legal Services:

Personal Services:	\$ 0
Operating Expenses:	<u>\$ 170,000</u>
Total Budget:	\$ 170,000

- General Retainer	\$ 120,000
- Litigation	\$ 50,000

Budget Enhancements:

- None

GF - Department Summary

* Deputy City Clerk:

Personal Services:	\$ 137,840
Operating Expenses:	<u>\$ 38,521</u>
Total Budget	\$ 176,361

FTEs: 2.00

Budget Enhancements:

- None

GF - Department Summary

* Compliance & Risk Management:

Personal Services:	\$ 356,246
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Operating Expenses:	<u>\$ 53,545</u>
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Total Budget:	\$ 409,791
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FTEs: 4.50

Budget Enhancements:

- Contracts Specialist (1 FTE)	\$ 63,116
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GF - Department Summary

- * Community Development-Planning:

Personal Services:	\$ 335,073
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Operating Expenses:	<u>\$ 90,372</u>
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Total Budget:	\$ 425,445
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FTEs: 4.50

Budget Enhancements:

- None

GF - Department Summary

* Community Development-Building Operations:

Personal Services:	\$ 164,803
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Operating Expenses:	<u>\$ 31,499</u>
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Total Budget:	\$ 196,302
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FTEs: 2.50

Budget Enhancements:

- None

GF - Department Summary

* Community Development-Beautification:

Personal Services:	\$ 0
Operating Expenses:	<u>\$ 20,000</u>
Total Budget:	\$ 20,000

- Median maintenance

Budget Enhancements:

- Increased median maintenance \$ 12,000

GF - Department Summary

* Public Services-Solid Waste:

Personal Services:	\$ 0
Operating Expenses:	<u>\$ 668,300</u>
Total Budget:	\$ 668,300

Budget Enhancements:

- None

- Contract price to City: \$15.50 / household a month

GF - Department Summary

* Public Services-Public Works:

Personal Services:	\$ 388,941
Operating Expenses:	\$ 232,300
Capital Outlay:	<u>\$ 341,900</u>
Total Budget:	\$ 963,141

FTEs: 8.00

GF - Department Summary

* Public Services-Public Works (continued):

Budget Enhancements:

- Continuation Capital (roads)	\$ 200,000
- Street Sweeper contract	\$ 15,000
- Contractual/Operating Supplies	\$ 9,100
- Oaks of Hague drainage	\$ 80,000
- Bush hog attachment	\$ 10,000
- Arrow board trailer	\$ 5,500

GF - Department Summary

* Public Services-Public Works (continued):

Budget Enhancements:

- Arrow board truck attachment	\$ 1,000
- Auger attachment	\$ 3,000
- Flashing beacon (Hipp Way)	\$ 8,000
- Flashing beacon (140 th St.)	\$ 8,000
- Flashing beacon (Mebane)	\$ 8,000
- Asphalt hot box	\$ 16,000
- Computers	\$ 2,400

GF - Department Summary

* Parks and Recreation:

Personal Services:	\$ 322,312
Operating Expenses:	\$ 441,841
Operating Expenses:	<u>\$ 112,000</u>
Total Budget:	\$ 876,153

FTEs: 6.00

GF - Department Summary

* Parks and Recreation (continued):

Budget Enhancements:

- Operating expenses	\$ 87,000
- Maintenance shed	\$ 72,000
- Playground equipment	\$ 40,000

GF - Department Summary

* FAS-Accounting/Purchasing:

Personal Services:	\$ 430,458
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Operating Expenses:	<u>\$ 74,782</u>
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Total Budget:	\$ 505,240
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FTEs: 5.00

Budget Enhancements:

- None

GF - Department Summary

* FAS-Grants:

Personal Services:	\$ 64,444
Operating Expenses:	<u>\$ 5,999</u>
Total Budget:	\$ 70,443

FTEs: 1.00

Budget Enhancements:

- None

GF - Department Summary

* FAS-Facilities Maintenance:

Personal Services:	\$ 360,910
Operating Expenses:	\$ 146,797
Capital Outlay:	<u>\$ 12,000</u>
Total Budget:	\$ 519,707

FTEs: 7.00

Budget Enhancements:

- City Hall HVAC coil replacement	\$ 12,000
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GF - Department Summary

* FAS-Information Technology:

Personal Services:	\$ 141,031
Operating Expenses:	\$ 55,771
Capital Outlay:	<u>\$ 150,000</u>
Total Budget:	\$ 346,802

FTEs: 2.00

Budget Enhancements:

- Continuation capital (network)	\$ 150,000
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GF - Department Summary

* FAS-Fire Protection:

Personal Services:	\$ 0
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Operating Expenses:	<u>\$ 672,166</u>
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Total Budget:	\$ 672,166
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- Station 21 (maint. & insurance)	\$ 10,858
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- FY 17 contract amount:	\$661,308
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GF - Department Summary

* APD-Patrol & Administration:

Personal Services:	\$ 2,067,886
Operating Expenses:	\$ 379,740
Capital Outlay:	<u>\$ 129,400</u>
Total Budget:	\$ 2,577,026

FTEs: 27.50

Budget Enhancements:

- Police Officers (2.0 FTE)	\$ 90,000
- Officer equipment (operating/capital)	\$ 23,825
- Continuing capital (vehicles/tablets)	\$ 108,000

GF - Department Summary

* APD-Communications:

Personal Services:	\$ 378,156
Operating Expenses:	\$ 19,248
Capital Outlay:	<u>\$ 191,902</u>
Total Budget:	\$ 589,306

FTEs: 7.00

Budget Enhancements:

- RMS-CAD software	\$ 163,099
- Communications workstations	\$ 28,803

GF - Department Summary

* APD-School Crossing:

Personal Services:	\$	0
Operating Expenses:	\$	<u>23,589</u>
Total Budget:	\$	23,589

Budget Enhancements:

- None

GF - Department Summary

* APD-Explorers:

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

Budget Enhancements:

- None

GF - Department Summary

* APD-Reserve Program:

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

Budget Enhancements:

- None

GF - Department Summary

* Special Expense-General Government:

Personal Services:	\$ 11,400
Operating Expenses:	\$ 106,724
Capital Outlay:	\$ 80,000
Grants & Aids:	\$ 43,625
Non-Operating:	<u>\$ 1,287,205</u>
Total Budget:	\$ 1,528,954

Millage Information

Millage:

- * The Proposed General Fund budget balanced with 5.9900 millage rate
- * Majority vote: ≤ 5.9900
- * Currently, only ceiling rate

Debt Service Fund Summary

* Proposed Debt Service Fund FY 18 Budget: \$1,008,418

* Debt obligations include:

-Section 108	\$ 178,848
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-Series 2016	\$ 651,801
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-Motorola Capital Lease	\$ 93,686
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-Alachua County TDT payback	\$ 83,333
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* Paying agent fee:	\$ 750
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Special Revenue Funds Summary

- * Proposed Special Revenue Funds FY 17 Budget: \$1,336,724
- * Special Revenue Funds included at this time are:
 - Additional Court Costs Fund
 - Tree Bank Fund
 - Explorer Fund
 - TK Basin Fund
 - WSPP Fund
 - Donation Fund
 - Community Redevelopment Agency Fund (CRA)

Special Revenue Funds

Revenue Summary

* Taxes	\$ 504,000
* Licenses & Permits:	\$ 10,600
* Intergovernmental:	\$ 271,105
* Charges for Services:	\$ 2,700
* Miscellaneous:	\$ 7,200
* Non-Operating:	\$ 541,119

Special Revenue Funds Summary

Additional Court Costs

* APD-Additional Court Costs:

Operating Expenses:	<u>\$ 3,600</u>
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Total Budget	\$ 3,600
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- Law enforcement training

Special Revenue Funds Summary

Tree Bank

- * Tree Bank Fund:

Operating Expenses:	<u>\$ 30,523</u>
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Total Budget:	\$ 30,523
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- Tree mitigation

Special Revenue Funds Summary

APD - Explorers

* APD-Explorers:

Operating Expenses:	<u>\$ 7,309</u>
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Total Budget:	\$ 7,309
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- Police Explorer program

Special Revenue Funds Summary

TK Basin Special Assessment

* Public Services-TK Basin Special Assessment:

Operating Expenses:	<u>\$ 23,663</u>
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Total Budget:	\$ 23,663
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- Professional services related to levying the special assessment and maintenance of the TK Storm Water Basin

Special Revenue Funds Summary

Wild Spaces Public Places

* Recreation-WSPP:

Capital Outlay:	<u>\$ 504,000</u>
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Total Budget:	\$ 504,000
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- Discretionary sales surtax for recreation and open spaces

Special Revenue Funds Summary

Donation Fund

* All Departments:

Operating Expenses:	<u>\$ 39,908</u>
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Total Budget:	\$ 39,908
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Departmental Breakdown:

-APD	\$ 919
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-Recreation-General	\$ 34,324
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-Recreation-Hathcock CC	\$ 4,665
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Special Revenue Funds Summary

Community Redevelopment Agency

* Special Expense-CRA:

Personal Services:	\$ 78,492
Operating Expenses:	\$ 287,949
Capital Outlay:	\$ 222,000
Debt Service:	\$ 99,280
Grants & Aids	\$ 30,000
Non-Operating:	<u>\$ 10,000</u>
Total Budget:	\$ 727,721

FTEs: 1.00

Special Revenue Funds Summary

Community Redevelopment Agency

* Special Expense-CRA (continued):

Highlights:

- Increased landscaping
- Marketing/branding
- Wayfinding signage
- Grants & Aids
- Treescaping
- Parking Lot

Capital Projects Funds Summary

- * Proposed Capital Projects Funds FY 18 Budget: \$310,887

- * Capital Projects Funds included at this time are:

- Municipal Complex Fund
- San Felasco Conservation Corridor Fund
- Heritage Oaks Improvement Fund

- * Capital Projects Revenues include:

- Transfers In	\$ 300,000
- Fund Balances	\$ 10,887

Capital Projects Funds Summary

Municipal Complex

* FAS-Municipal Complex:

Operating Expenses:	<u>\$ 300,000</u>
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Total Budget:	\$ 300,000
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-Funds transferred in being utilized for accounting purposes to close out fund

Capital Projects Funds Summary

San Felasco Conservation Corridor

* Recreation-San Felasco Conservation Corridor:

Operating Expenses:	<u>\$ 5,121</u>
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Total Budget	\$ 5,121
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- Trail maintenance

- Landscaping

- Site review and monitoring

Capital Projects Funds Summary

Heritage Oaks

* Public Services-Heritage Oaks:

Operating Expenses:	<u>\$ 5,766</u>
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Total Budget	\$ 5,766
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-Storm water related improvements.

Remaining Budget Calendar

- * August 28, 2017: Budget Workshop / Proposed Budget, 4:30p.m.
- * August 28, 2017: Second Utility Rate Public Hearing, 6:00p.m.
- * September 11, 2017: CRA Budget Adoption, 5:00p.m.

Remaining Budget Calendar

- * September 11, 2017: First Budget Public Hearing, 6:00p.m.
- * September 11, 2017: Stormwater Assessment Rates Public Hearing, 6:00p.m.
- * September 25, 2017: Final Budget Public Hearing, 6:00p.m.

Questions or Comments

Thank You