

# City of Alachua

## Budget Workshop - Proposed Budget

General, Debt Service, Special Revenue & Capital Projects Funds

Fiscal Year 2019-2020

August 12, 2019

# Purpose

- \* Provide an overview of the FY 2019-2020 Proposed Budgets for:
  - General Fund
  - Special Revenue Funds
  - Debt Service Fund
  - Capital Projects Funds
- \* Provide timeline for the remainder of the FY 2019-2020 budget process

# General Fund Summary

- \* The Proposed FY 2019-2020 General Fund total: \$11,935,343
- \* Full Time Equivalent (FTE) positions funded: 94.00
  - Increase of 4.00 FTE
- \* Includes:
  - Merit Up to 4%
  - Longevity Pay \$500/every 5 yrs. of service up to \$3,000
- \* Does not include purchase order/fund balance carry forwards

# GF - Revenue Summary

* Taxes:	\$6,520,963
* Licenses & Permits:	\$ 688,812
* Intergovernmental:	\$1,044,304
* Charges for Services:	\$1,304,415
* Fines:	\$ 27,000
* Miscellaneous:	\$ 130,100
* Non-Operating:	\$2,219,749

# GF - Revenue Summary

## \* Taxes:

Ad Valorem	\$ 4.36M
Local Option Gas	\$ 256K
Utility	\$ 1.53M
Communication Services	\$ 328K
Local Business Tax	\$ 49K

# GF - Revenue Summary

- \* Licenses & Permits:

Franchise Fees-Comm. Solid Waste	\$ 78K
Franchise Fees-Electric, Gas, Cable	\$275K
Building Permits	\$336K

# GF - Revenue Summary

## \* Intergovernmental Revenue:

State Revenue Sharing*	\$ 320K
Mobile Home/Alcohol*	\$ 12K
Half Cent Sales Tax*	\$ 663K
Fuel Tax Refund*	\$ 8K
Traffic Signal Maintenance Contract	\$ 41K

\*Revenues are distributed by the State of Florida

# GF - Revenue Summary

- \* Charges for Services:

Planning & Zoning	\$ 73K
Public Safety	\$ 312K
Physical Environment (solid waste)	\$ 826K
Culture & Recreation	\$ 92K

- \* Fines:

Traffic Citations	\$ 27K
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# GF - Revenue Summary

- \* Miscellaneous:

Other Miscellaneous	\$ 130K
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- \* Non-Operating:

Inter-fund Transfers	\$ 2.0M
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Use of Fund Balance	\$ 220K
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# GF - Department Summary

\* City Commission:

Personal Services:	\$ 101,466
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Operating Expenses:	<u>\$ 29,366</u>
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Total Budget:	\$ 130,832
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FTEs: 5.00

Budget Enhancements:

- None

# GF - Department Summary

## \* City Manager - Executive:

Personal Services:	\$ 368,328
Operating Expenses:	<u>\$ 55,827</u>
Total Budget:	\$ 424,155

FTEs: 4.00

## Budget Enhancements:

- None

# GF - Department Summary

## \* City Manager - Human Resources:

Personal Services:	\$ 163,371
Operating Expenses:	<u>\$ 48,727</u>
Total Budget:	\$ 212,098

FTEs: 2.00

## Budget Enhancements:

- None

# GF - Department Summary

## \* City Attorney - Legal Services:

Operating Expenses:	<u>\$ 156,000</u>
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Total Budget:	\$ 156,000
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- General Retainer	\$ 120,000
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- Litigation	\$ 35,000
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- Travel	\$ 1,000
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## Budget Enhancements:

- None

# GF - Department Summary

\* Deputy City Clerk:

Personal Services:	\$ 148,527
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Operating Expenses:	<u>\$ 51,427</u>
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Total Budget:	\$ 199,954
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FTEs: 2.00

Budget Enhancements:

- Record Applications	\$ 5,000
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# GF - Department Summary

## \* Compliance & Risk Management:

Personal Services:	\$ 314,387
Operating Expenses:	<u>\$ 49,046</u>
Total Budget:	\$ 363,433

FTEs: 3.50

## Budget Enhancements:

- None

# GF - Department Summary

- \* Community Development-Planning:

Personal Services:	\$ 450,595
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Operating Expenses:	<u>\$ 84,635</u>
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Total Budget:	\$ 535,230
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FTEs: 5.50

Budget Enhancements:

- None



# GF - Department Summary

## \* Community Development-Building Operations:

Personal Services:	\$ 178,387
Operating Expenses:	<u>\$ 31,678</u>
Total Budget:	\$ 210,065

FTEs: 2.50

## Budget Enhancements:

- None

# GF - Department Summary

## \* Community Development-Beautification:

Operating Expenses: \$ 20,000

Total Budget: \$ 20,000

- Median maintenance

## Budget Enhancements:

- None

# GF - Department Summary

## \* Public Services-Solid Waste:

Operating Expenses:	<u>\$ 718,200</u>
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Total Budget:	\$ 718,200
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## Budget Enhancements:

- None

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

# GF - Department Summary

## \* Public Services-Public Works:

Personal Services:	\$ 474,719
Operating Expenses:	\$ 285,205
Capital Outlay:	<u>\$ 231,500</u>
Total Budget:	\$ 991,424

FTEs: 9.00

# GF - Department Summary

## \* Public Services-Public Works (continued):

### Budget Enhancements:

- Continuation Capital (roads)	\$ 200,000
- Public Works Technician	\$ 41,472
- Mower, 60 inch deck	\$ 18,500
- Grapple rake attachment	\$ 3,000
- Fuel storage tank replacement	\$ 3,500
- Welder	\$ 3,500
- Tablets (3)	\$ 3,000

# GF - Department Summary

\* FAS-Accounting/Purchasing:

Personal Services:	\$ 507,207
Operating Expenses:	<u>\$ 87,279</u>
Total Budget:	\$ 594,486

FTEs: 6.00

Budget Enhancements:

- None

# GF - Department Summary

\* FAS-Grants:

Operating Expenses:	<u>\$ 55,500</u>
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Total Budget:	\$ 55,500
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Budget Enhancements:

- None

# GF - Department Summary

## \* FAS-Facilities Maintenance:

Personal Services:	\$ 453,564
Operating Expenses:	\$ 177,608
Capital Outlay:	<u>\$ 70,000</u>
Total Budget:	\$ 701,172

FTEs: 8.00

## Budget Enhancements:

- Facilities Custodial Worker	\$ 40,147
- HVAC Coil Replacement	\$ 7,000
- Maintenance shed	\$ 70,000



# GF - Department Summary

## \* FAS-Information Technology:

Personal Services:	\$ 150,930
Operating Expenses:	\$ 56,627
Capital Outlay:	<u>\$ 150,000</u>
Total Budget:	\$ 357,557

FTEs: 2.00

## Budget Enhancements:

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

## \* APD-Patrol & Administration:

Personal Services:	\$ 2,434,515
Operating Expenses:	\$ 430,113
Capital Outlay:	<u>\$ 290,905</u>
Total Budget:	\$ 3,155,533

FTEs: 29.50

# GF - Department Summary

## \* APD-Patrol & Administration (continued):

### Budget Enhancements:

- Continuing capital (vehicles/tablets)	\$ 156,000
- Police Officers (2)	\$ 116,824
- New officer vehicles/equipment	\$ 109,400
- Backup radios (4)	\$ 19,348
- Encryption card reader	\$ 6,157
- Mobile app	\$ 3,995

# GF - Department Summary

## \* APD-Communications:

Personal Services:	\$ 415,753
Operating Expenses:	\$ 18,942
Capital Outlay:	<u>\$ 313,100</u>
Total Budget:	\$ 747,795

FTEs: 7.00

## Budget Enhancements:

- Addl. Funding CAD/RMS software	\$ 150,000
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# GF - Department Summary

\* APD-School Crossing:

Operating Expenses:	\$ <u>24,100</u>
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Total Budget:	\$ 24,100
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Budget Enhancements:

- None

# GF - Department Summary

\* APD-Explorers:

Operating Expenses:	\$ 2,000
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Total Budget:	\$ 2,000
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Budget Enhancements:

- None

# GF - Department Summary

## \* APD-Reserve Program:

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

## Budget Enhancements:

- None

# GF - Department Summary

## \* Parks and Recreation:

Personal Services:	\$ 450,167
Operating Expenses:	\$ 547,870
Capital Outlay:	<u>\$ 7,800</u>
Total Budget:	\$ 1,005,837

FTEs: 8.00



# GF - Department Summary

## \* Parks and Recreation (continued):

### Budget Enhancements:

- Legacy events hosting	\$ 15,000
- Replacement computer	\$ 1,300
- Washer/Dryer (C/F)	\$ 6,500
- Addl. landscaping	\$ 65,000
- Legacy floor refinishing	\$ 10,000

# GF - Department Summary

## \* Special Expense-General Government:

Personal Services:	\$ 14,100
Operating Expenses:	\$ 106,800
Capital Outlay:	\$ 20,000
Grants & Aids:	\$ 20,000
Non-Operating:	<u>\$ 1,166,072</u>
Total Budget:	\$ 1,326,972

## Budget Enhancements:

- Welcome sign US 441 North (C/F)	\$ 20,000
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# Millage Information

## Millage:

- \* The Proposed General Fund budget balanced with 5.3900 millage rate
- \* Majority vote:  $\leq 5.3900$
- \* Currently, only ceiling rate

# Debt Service Fund Summary

- \* Proposed Debt Service Fund FY 20 Budget: \$ 837,127

- \* Debt obligations include:

-Section 108	\$ 193,363
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-Series 2016	\$ 643,014
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* Paying agent fee:	\$ 750
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# Special Revenue Funds Summary

- \* Proposed Special Revenue Funds FY 20 Budget: \$1,500,706
  
- \* Special Revenue Funds included at this time are:
  - Additional Court Costs Fund
  - Tree Bank Fund
  - Explorers Fund
  - TK Basin Fund
  - WSPP Fund
  - Donation Fund
  - CRA Fund

# Special Revenue Funds Revenue Summary

* Taxes:	\$ 641,646
* Licenses & Permits:	\$ 10,560
* Intergovernmental:	\$ 282,693
* Fines:	\$ 2,800
* Miscellaneous:	\$ 61,800
* Non-Operating:	\$ 501,207

# Special Revenue Funds Summary

## Additional Court Costs

\* APD-Additional Court Costs:

Operating Expenses:	<u>\$ 3,800</u>
Total Budget	\$ 3,800

- Law enforcement training

# Special Revenue Funds Summary

## Tree Bank

\* Tree Bank Fund:

Operating Expenses:	<u>\$ 66,847</u>
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Total Budget:	\$ 66,847
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- Tree mitigation



# Special Revenue Funds Summary

## APD - Explorers

\* APD-Explorers:

Operating Expenses:	<u>\$ 5,250</u>
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Total Budget:	\$ 5,250
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- Police Explorer program

# Special Revenue Funds Summary

## TK Basin Special Assessment

\* Public Services-TK Basin Special Assessment:

Operating Expenses:	<u>\$ 28,690</u>
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Total Budget:	\$ 28,690
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- Professional consulting and maintenance

# Special Revenue Funds Summary

## Wild Spaces Public Places

### \* Recreation-WSPP:

Operating Expenses:	\$ 240,000
Capital Outlay:	<u>\$ 450,000</u>
Total Budget:	\$ 690,000

- Discretionary sales surtax for recreation and open spaces

# Special Revenue Funds Summary

## Donation Fund

\* All Departments:

Operating Expenses:	\$ 15,451
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Total Budget:	\$ 15,451
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Departmental Breakdown:

- Recreation-General	\$ 13,257
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- Recreation-Hathcock CC	\$ 327
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- Recreation-Youth Volleyball	\$ 1,061
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- Recreation-Flag Football	\$ 806
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# Capital Projects Funds Summary

- \* Proposed Capital Projects Funds FY 20 Budget: \$7,347,579
- \* Capital Projects Funds included at this time are:
  - San Felasco Conservation Corridor Fund
  - Heritage Oaks Improvement Fund
  - CDBG Neighborhood Revitalization
  - Mill Creek Sink Fund
  - Job Growth Grant
  - CDBG Economic Development

# Capital Outlay Funds Revenue Summary

* Intergovernmental:	\$ 7,327,197
* Non-Operating:	\$ 20,382

# Capital Projects Funds Summary

## San Felasco Conservation Corridor

### \* Recreation-San Felasco Conservation Corridor:

Operating Expenses:	<u>\$ 3,816</u>
Total Budget:	\$ 3,816

- Trail maintenance
- Landscaping
- Professional consultation

# 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



# Capital Projects Funds Summary

## CDBG Neighborhood Revitalization

### \* Public Services-CDBG NR:

Operating Expenses:	\$ 10,800
Capital Outlay:	<u>\$ 347,000</u>
Total Budget:	\$ 357,800

-Sidewalk and roadway improvements

# Capital Projects Funds Summary

## Mill Creek Sink

### \* Public Services-Mill Creek Sink:

Capital Outlay:	<u>\$ 800,000</u>
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Total Budget:	\$ 800,000
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-Storm water related improvements

# Capital Projects Funds Summary

## Job Growth Grant

### \* Public Services-Job Growth Grant:

Capital Outlay:	<u>\$ 5,200,000</u>
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Total Budget:	\$ 5,200,000
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-San Felasco Parkway roadway/utility infrastructure

# Capital Projects Funds Summary

## CDBG Economic Development

### \* Public Services-CDBG ED:

Operating Expenses:	\$ 80,197
Capital Outlay:	<u>\$ 900,000</u>
Total Budget:	\$ 980,197

- Roadway/utility infrastructure

# Remaining Budget Calendar

- \* August 26, 2019: Budget Workshop / Proposed Budget, 4:30p.m.
- \* August 26, 2019: Second Utility Rate Public Hearing, 6:00p.m.
- \* September 9, 2019: CRA Budget Adoption, 5:00p.m.

# Remaining Budget Calendar

- \* September 9, 2019: First Budget Public Hearing, 6:00p.m.
- \* September 9, 2019: Stormwater Assessment Rates Public Hearing, 6:00p.m.
- \* September 23, 2019: Final Budget Public Hearing, 6:00p.m.

# Questions or Comments

Thank You