

ADOPTED ANNUAL BUDGET

FISCAL YEAR 2020-2021

PARKLAND
City of Parkland, FL



FISCAL YEAR 2021 Adopted Budget

Mayor and City Commissioners



Rich Walker
COMMISSIONER

Bob Mayersohn
VICE MAYOR

Christine Hunschofsky
MAYOR

Stacy Kagan
COMMISSIONER

Ken Cutler
COMMISSIONER

City Administration

Nancy Morando, City Manager
Sowande Johnson, Assistant City Manager

Anthony Cariveau, Purchasing Director

Michele Mellgren, Planning Director

Todd DeAngelis, Communications Director

Enelise Michaels, City Engineer

William Evans, Public Works Director

Alyson Morales, City Clerk

Christine Garcia, Parks & Recreation Director

Chris Mulligan, Captain-BSO

Chris Johnson, Finance Director

William Tracy, Building Official

Andrew Maurodis, City Attorney

Jacqueline Wehmeyer, Human Resources Director

Michael McNally, Fire Chief-CSFD

Mission, Vision, Values

Mission

To provide quality services while protecting the community's unique character and natural environment, adding value to our residents' lives, and advocating to protect community interests.

Vision

Parkland is a compassionate community united by our diverse lifestyles and supported by our family-friendly, kind, and peaceful suburban setting. We are committed to enhancing the quality of life in our City with superior community amenities and services. Parkland is a place to establish your roots and a place you will now call home.

Values

Customer Service
Efficient and quality results
Integrity
Responsibility and accountability
Proactive
Teamwork





GOVERNMENT FINANCE OFFICERS ASSOCIATION

Distinguished
Budget Presentation
Award

PRESENTED TO

City of Parkland
Florida

For the Fiscal Year Beginning

October 1, 2019

Christopher P. Morill

Executive Director

The Government Finance Officers Association of the United States and Canada (GFOA) presented a Distinguished Budget Presentation Award to City of Parkland, Florida for its annual budget for the fiscal year beginning October 1, 2019. 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 communications device.

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

Table of Contents

Introduction

| | |
|-------------------------------|----|
| Mission, Vision, Values | 2 |
| GFOA Award | 3 |
| Transmittal Letter | 7 |
| Community Profile | 15 |

Budget Overview

| | |
|---|----|
| City of Parkland Organizational Chart | 19 |
| Strategic Planning Overview | 20 |
| Budget Highlights | 21 |
| General Fund Overview | 25 |
| Staffing | 26 |
| Budget Calendar | 27 |

Fund Summaries

| | |
|---|----|
| General Fund Overview | 31 |
| General Fund - Revenues | 32 |
| Capital Improvement Projects Fund | 35 |
| Capital Replacement Fund | 37 |
| Infrastructure Replacement Fund | 38 |
| Pine Tree Roads Fund | 39 |
| Park & Community Improvement Fund | 39 |
| Public Safety Impact Fee Fund | 40 |
| Government Building & Library Impact Fee Fund | 40 |
| Fund Balance Summaries | 41 |

Policies and Planning

| | |
|--|----|
| Financial Policies | 47 |
| Financial Statements | 47 |
| Fund Structure | 48 |
| Operating Budget | 50 |
| Performance Measurement | 51 |
| Fund Balance | 51 |
| Capital Improvement Program Policy | 55 |
| Debt Management Policy | 56 |
| Procurement Policy | 58 |
| Investment Policy | 59 |
| Strategic Planning and the Budget Process | 60 |
| Vision | 62 |
| Budget Preparation/Development | 62 |
| Amending the Budget | 63 |
| Budget Monitoring/Control | 63 |
| Citizen Survey | 64 |
| Environmental Trend | 67 |
| Tax Reform and Economic Impacts on the City's Budget | 74 |
| Revenue Analysis and Forecasting | 76 |
| General Fund Five-Year Forecast | 80 |

Table of Contents

Department Detail

| | |
|--|-----|
| Department Overview | 85 |
| Understanding Department Budgets | 88 |
| City Commission | 90 |
| City Manager's Office | 92 |
| Communications & Marketing | 96 |
| City Clerk's Office | 99 |
| Finance | 103 |
| Purchasing | 107 |
| Human Resources | 109 |
| Information Technology | 112 |
| Legal Services | 114 |
| Development Services | 115 |
| Public Safety | 124 |
| Police Services/BSO | 124 |
| Fire Rescue Services | 127 |
| Public Works | 129 |
| Parks and Recreation | 137 |
| Library | 147 |
| Non-Departmental | 150 |
| Debt Service | 150 |

Capital Improvement Program

| | |
|---|-----|
| Overview | 151 |
| Infrastructure Replacement Fund | 152 |
| Capital Replacement Fund | 153 |
| Capital Projects' Impact on Operating Costs | 154 |
| Fiscal Year 2021 Capital Projects | 155 |
| Map of Major Capital Projects | 155 |
| 5 Year Capital Improvement Program | 156 |
| Capital Improvement Project Fund Project Descriptions | 162 |
| Infrastructure Replacement Fund Project Descriptions | 180 |
| Capital Replacement Fund Project Descriptions | 190 |
| Future Capital Projects | 194 |

Appendix

| | |
|--|-----|
| Millage Rate Ordinance | 197 |
| Budget Ordinance | 199 |
| Fiscal Year 2020-2021 Adopted Pay Plan | 202 |
| Debt Service | 203 |
| Department Budget Detail Sheets | 205 |
| Abbreviations & Acronyms | 237 |
| Glossary | 238 |

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September 23, 2020

Dear Mayor and Commissioners:

The budget attached was created in a time that was unique for the City of Parkland (City). Since the founding of our City, Parkland residents have never experienced closures, cancellations, emergency orders, and disruption to our way of life the way they did from February 2020 through the publishing of this document. Years from now, this time will likely be regarded as a seminal moment that altered, in some way, how municipalities deliver services to residents.

Through great diversity, however, character is exposed and I believe the COVID-19 pandemic has served to illustrate the quality of character of our City. The leadership our elected officials has demonstrated has been necessary to guide us through this unique time. On behalf of our City staff, I extend our collective thanks for that leadership. The employees of our City continued to serve in unwavering fashion despite unprecedented circumstances. It has been an honor to be their City Manager and watch them excel in the cause of public service.

As this budget was adopted under unusual circumstances, understand it was prepared in the absence of our typical strategic planning sessions. It required thoughtful consideration to those projects that are of the highest priority. It required great restraint to ensure we remain, as we always have been, responsible stewards of the public trust and of public funds. It is in that uniquely-woven context that I present this budget.

Transmitted herein is the City of Parkland's (City) fiscal year 2021 financial program. The total fiscal year 2021 budget equals \$48,095,550 and represents a 15.7% decrease from the 2020 adopted budget. The realities and uncertainties of COVID-19 have required the City to adjust to these unprecedented times. No one can precisely predict what budget shortfalls local governments will face over the next year and beyond. More so than ever, this budget continues to reflect conservative revenue and expenditure estimates and sets a solid foundation to accomplish the goals and action items for the upcoming year. The 2021 budget has been designed to enable the City to cope with the ongoing COVID-19 pandemic while looking ahead to the long-term goals of the City and sustaining responsible government, a stable financial position, and high service levels.

The City's largest revenue source is ad valorem taxes, which comprise 56% of all General Fund revenue. For the 2021 budget year, the City had an increase of 6.99% or \$355 million in taxable value. This increase resulted in an additional \$935,000 in ad valorem revenue. Existing residential growth was 2.38% or \$127 million. Due to adopting the roll-back rate of 4.2979 mills, existing residential housing will not contribute any additional ad valorem revenue in FY 2021. New residential construction added \$249 million in taxable value, which adds an additional \$930,000 in new ad valorem revenue.

The budget process is a year-round staff endeavor. The formal process for the Fiscal Year 2021 annual budget began in early 2020. Amid the economic uncertainties surrounding COVID-19, the departments focused on minimizing costs while providing operating necessities. The capital improvement program for Fiscal Year 2021 provides spending for necessary park repairs, equipment and infrastructure replacements. Another integral part of the Fiscal Year 2021 budget is taxable values provided by the Broward County Property Appraiser's Office, which were released in late June. All of these aided in the development of the budget directives which include:

Sustaining Financial Stability

- The FY 2021 adopted millage rate is 4.2979 mills, which is the FY 2021 roll-back rate. Existing residents with a homestead exemption will pay approximately the same amount of ad-valorem taxes as they did in FY 2020.
- The FY 2021 adopted fire assessment fee is \$250 per residential unit, which is the same as the FY 2020 adopted fire assessment fee.
- The FY 2021 adopted solid waste assessment is \$389.28 for each residential unit. This represents a \$0.72 increase over the Fiscal Year 2020 adopted solid waste assessment. The solid waste assessment is a pass-through charge per our contract terms.
- Emergency stabilization reserves are 25% of budgeted operating expenditures. The total reserve for FY 2021 is \$9,970,750.
- The funding for the City's Capital Replacement Fund and Infrastructure Replacement Fund has been increased to ensure future replacements are being adequately funded.
- In order to implement the Parks Master Plan, the City will have the ability to pay back additional debt service payments that are anticipated in FY 2021 and beyond.

Sustaining Service Levels

- Maintain equitable and competitive employee compensation.
- Contract for police services with the Broward Sheriff's Office is at the same staffing levels as FY 2020.
- Contract for fire rescue services with the Coral Springs-Parkland Fire Department is at the same staffing levels as FY 2020.
- Three (3) new full-time positions added.

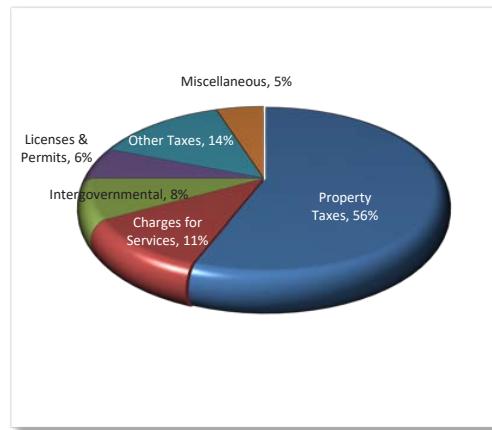
Strategic Planning Update

The COVID-19 pandemic and resultant State of Local Emergency led to the cancellation of the City's Strategic Planning sessions. Absent that, a fiscal guidance workshop was held June 17, 2020. This workshop provided the City Commission with available information to evaluate financial options and how best, in the current climate of uncertainty and unknowns, to position the City for FY 2021 and beyond. The goals and action plans that were set forth in the Fiscal Year 2020 Strategic Planning session will continue into Fiscal Year 2021.

General Fund Financial Revenue Highlights

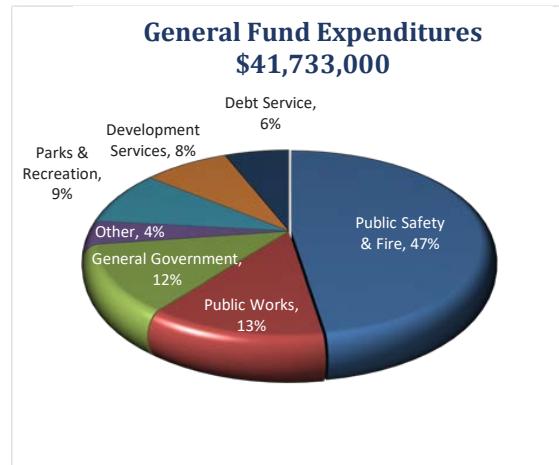
- Total revenue is expected to decrease in FY 2021 by 0.5% or \$221,000.
- The FY 2021 millage rate is 4.2979 mills; a 2.33% decrease from last year.
- Property taxes of \$23,403,727 represent 56% of the total FY 2021 General Fund budget.
- Property taxes for Fiscal Year 2021 are based on a taxable value of \$5.730 billion.
- Other taxes are comprised of the City's FPL Franchise Fee, FPL Utility Service Tax, and Communications Service Tax. Other taxes have increased about 4% and comprise 14% of the total FY 2021 General Fund budget.
- Charges for services are comprised of engineering and review inspections, fire rescue and ambulance fees, summer camp and afterschool care, etc. These are projected to decrease approximately 2% compared to FY 2020 and make up 11% of the total FY 2021 General Fund budget.
- Due to COVID-19, there is a high degree of uncertainty regarding the larger Intergovernmental revenues, which include Half Cent Sales Tax, Municipal Revenue Sharing, and Local Option Gas Taxes. These revenues are provided by the State of Florida and are largely dependent on tourism and consumer spending. This revenue source brings in \$3,352,000 and is projected to decrease about 8% compared to FY 2020.
- License and Permits is \$2,433,100 or 6% of the FY 2021 General Fund budget and includes Building permits and inspections.

General Fund Revenue
\$41,733,000



General Fund Financial Expenditure Highlights

- Total expenditures are expected to decrease in FY 2021 by 0.5% or \$221,000.
- Excluding transfers and debt service, operating expenditures are expected to increase in FY 2021 by 3.3% or \$1.2 million.
- Public Safety costs are approximately \$19.6 million and make up nearly half of the General Fund budget. Contractual increases of \$503,150 for police services and \$572,172 for fire rescue services have been included in the FY 2021 budget.
- Other than Public Safety, Public Works is the City's largest department and accounts for about 13% or \$5,561,653 of the General Fund budget.
- General Government comprises about 12% of the General Fund Budget. This is for all of the administrative functions necessary to run the City.



Personnel Highlights

Personnel costs and benefits represent a 4.6% increase over the FY 2020 budget. A 1% cost of living adjustment has been included in the FY 2021 budget for all employees. Pay for performance merit increases ranging from 0-3% have also been included in the FY 2021 budget for all employees. Health insurance premiums increased approximately 4%.

Staffing levels are budgeted at 103 full time and 50 part time positions. A total of three (3) full time positions were added for FY 2021; one (1) IT Director, one (1) Engineer and one (1) Document Imaging Technician. For FY 2021, there is a decrease of one (1) net part time position. The new part time position budgeted is for one (1) Library Aide. This increase was offset by converting two (2) part-time Document Imaging Technicians to a full-time position.

| Year | 2017 | 2018 | 2019 | 2020 | 2021 |
|------------------|------|------|------|------|------|
| Full-time | 80 | 90 | 97 | 100 | 103 |
| Part-time | 74 | 70 | 54 | 51 | 50 |

Capital Projects

Unless specifically put on hold, capital projects funded in FY 2020 will be completed as originally intended, though there may be a slight delay due to COVID-19. Due to the ongoing COVID-19 pandemic and related economic uncertainty, the City has greatly reduced capital spending for FY 2021. Many large replacement purchases have been deferred by at least a year. Existing cash reserves will fund the entirety of the FY 2021 Capital Improvement Program, which totals \$4,895,000 as is comprised of the following funding sources:

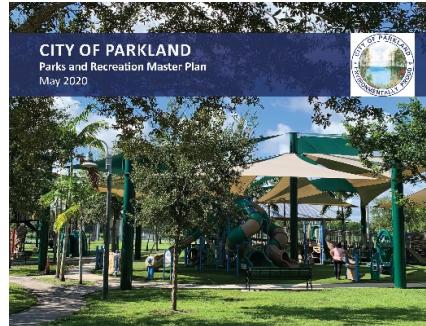
- Capital Improvement Projects Fund – \$4,127,000
- Capital Replacement Fund – \$123,000
- Infrastructure Replacement Fund – \$645,000

The purpose of the capital and infrastructure replacement plans is to fund replacement items for all City equipment and infrastructure, such as vehicles, roofs, air conditioning, road infrastructure, fire engines, dump trucks, and computers. The funding structure allows for a consistent set of payments, budgeted as expenditures, which will pay for all future replacements. The funding plan ensures that taxpayers today and in the future, pay their equivalent share of the replacement items and the users will benefit over the life of the asset.

The five (5) largest budgeted capital projects are as follows:

- Pine Trails Park Field Improvements—\$1,800,000
- Terramar Park Baseball Field Reconfiguration—\$1,150,000
- Terramar Park Playground Improvements—\$125,000*
- Terramar Park Field and Parking Lot Expansion—\$370,000
- University Drive/Old Club Road Improvement—\$200,000

* Total project budget is \$500,000; FY2021 budget adds \$125,000 to previous funding.



Pine Trails Park is a premiere park in Broward County and the largest and most popular park in the City. Drainage on certain fields at Pine Trails has been an ongoing issue and, due to the park's significant use, has adversely impacted an inordinate number of sports leagues and recreation enjoyed by our residents. Improving the drainage on multi-purpose fields 6-9 and baseball field D requires regrading the fields and installing a drainage system beneath the playing surface. Though a significant project, this will contribute greatly to increasing the fields' function.

The City's sports programs continuously grow and generate the need for more field space. The Terramar Park field reconfiguration project would convert field 3 into two fields—both of which could be used for baseball and softball. This project would also involve building five batting cages.

Our residents have demonstrated a need for an updated playground at Terramar Park as the current one is dated and shows wear. This project would do away with the current playground, increase the overall space for a new, updated playground, and include an improved, resilient surface.

As mentioned, the sports programs in our City flourish. There are fields at Terramar Park that are not regulation size and therefore cannot be used for league play. To increase the number of usable fields, this project will not only expand the multi-purpose fields to regulation size, but will also modify the adjacent parking lot to accommodate additional vehicles.

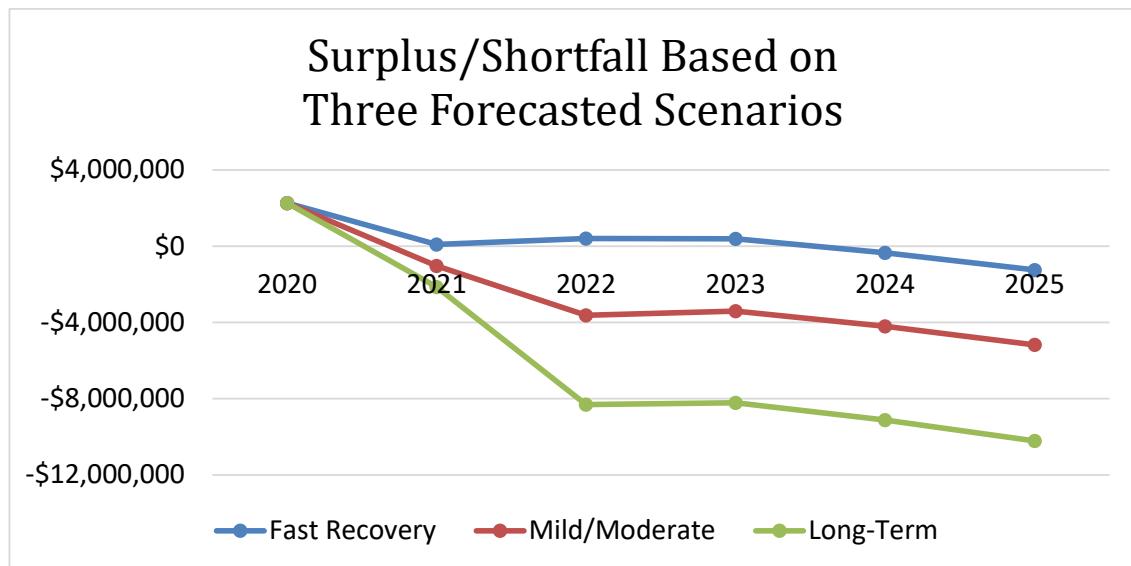
During FY 2020, planning began for the installation of roundabout at the intersection of University Drive and Old Club Road. Construction of this roundabout will commence in FY 2021. When completed, the roundabout will allow free flow of northbound and southbound traffic on University Drive.

Long Term Strategic Financial Planning

During the beginning of the FY 2021 budget formulation, the City's five-year annual forecast was updated. Since the City is a bedroom community, it is slightly insulated from the initial COVID-19 impacts. Due to the uncertainties surrounding the COVID-19 economic environment, the City prepared three (3) different scenarios to illustrate potential impacts to City revenues. The scenarios are as follows:

- A short-lived recession with a fairly fast recovery
- A mild/moderate recession that starts to rebound in 12-18 months
- A long term recession where recovery takes 2-3 years to reach pre-pandemic levels

Each scenario was conservatively forecasted. Sales tax and State of Florida related revenues were greatly reduced due to their dependence on tourism and consumer spending. Parks and Recreation Department revenue are significantly reduced in each of the scenarios. Due to the Fed Funds rate being near zero, the City expects to receive minimal interest income for the foreseeable future. Below is a graph that shows the potential shortfalls facing the City in each scenario.



Consumer sentiment in Florida dropped significantly when stay-at-home orders were issued in March 2020. After 2-3 months of stay-at-home orders, the economy has gradually started to rebound. The City's results for FY 2020 initially indicate a quick recovery. The FY 2021 budget was largely based on a quick economic recovery scenario. If there is a second COVID-19 wave, the potential exists for additional "stay-at-home" orders, which will have lingering economic implications. The City will monitor changes and update all forecasts as necessary.

A master parks plan was performed in FY 2020. It formulated a multi-year comprehensive master plan for current and future parks and recreation facilities that will be a roadmap for parks in the City.

The following is a list of forecasted revenue assumptions:

- Due to reducing the FY 2021 millage rate to 4.2979, the City stands to cumulatively lose about \$2.8 million in ad-valorem revenue over the next five years
- No changes in the current fire assessment fee (\$250) until possibly FY 2023
- Population driven revenues will increase 3-6% as new homes are built (e.g. Electric Utility Tax, Electric Franchise Fee, Half-Cent Sales Tax)
- User fees increase by inflation rate and new growth
- Use of Building Department reserves to reduce their restricted fund balance to legally mandated levels
- Except for possible debt issuance for the parks master plan, available funds for capital purchases through FY 2024
- Hendrix property remains undeveloped

The following is a list of forecasted expenditure assumptions:

- Performance-based merit increases 0-3%
- Cost of living 2%
- Conservative 4-6% increases for all expenditures has been incorporated into the forecast
- Existing cash reserves used to fund all current capital projects and smaller future projects
- Debt Issuance to fund large upcoming capital purchases for future park development and/or enhancements
- Minimal staffing changes for the foreseeable future
- No new core services in future

The goal of the long-term forecasting is to forge planning discussions and propagates decision makers to have a longer range vision of the impacts. It brings issues to the forefront and assists with the prevention of future financial issues. The goal is to get consensus on the long-term financial direction such as knowing when the millage rate should be increased.

Financial Position

The City's philosophy has been to use the unassigned fund balance to pay-as-you-go for capital projects. The same philosophy holds true for FY 2021.

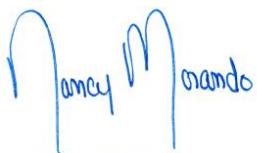
As the COVID-19 pandemic evolves, the City is in a solid financial position and has adequate reserves to withstand the uncertainties of the current economic climate. Staff will continually monitor economic trends to ensure the future financial sustainability of the City. As major capital projects budgeted in FY 2020 are completed, unrestricted General Fund reserves will be used to fund these projects. Future capital spending will use available reserves until they are depleted. This will result in a steady decline of reserves in the near future.

Each year, we carefully review capital improvements to be debt financed. For FY 2021, the City is evaluating obtaining \$15 million in debt to be used to construct a park on 32 acres of vacant land the City currently owns. As with any potential debt issuance, there needs to be a clear understanding that the capital obligations made today will be balanced against the cost and the service levels provided in the future.

Preparation of the budget document involves a considerable amount of time and commitment. This process relies on the efforts of many individuals. Gratitude is extended to the Department Directors for their teamwork and attentiveness in creating a sensible document outlining the needs of their department and the wants of the residents of Parkland.

I extend to the Mayor and City Commission my sincere thank you for your leadership and thanks to Finance Director, Chris Johnson and Budget and Grants Manager, Sherri Toops whose efforts prepared this document.

Sincerely,



Nancy Morando
City Manager



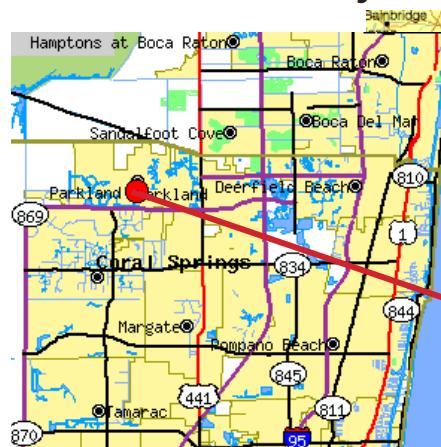
Community Profile

The City of Parkland is the most northwestern city in Broward County Florida. It is located between Coral Springs and Boca Raton. The City is an affluent, upscale residential community that has maintained a “park-like” atmosphere nestled in a serene, wooded environment. Parkland is predominately residential with a small portion zoned commercial. Parkland is known for its low density housing, outstanding recreational facilities, and excellent schools.

The City operates under a Commission/Manager form of government in which the Commission hires the City Manager who oversees the daily operations of the City. The Commission is comprised of five elected officials including the Mayor who is elected at large and a Vice Mayor, selected by the Commission.

Bruce B. Blount was the founder and first Mayor of the City of Parkland. He inherited a large portion of land in northwest Broward County where he raised cattle. He conceived the idea of a city in 1959 and had it chartered in 1963. The new city was named Parkland for its “park-like” atmosphere. During the early years, the only assessment residents paid was for canal maintenance. In 1974 the City imposed its first ad valorem tax of 2.7 mills.

Broward County



State of Florida



Population estimate¹ = 34,109

Median Age² = 40.3 years

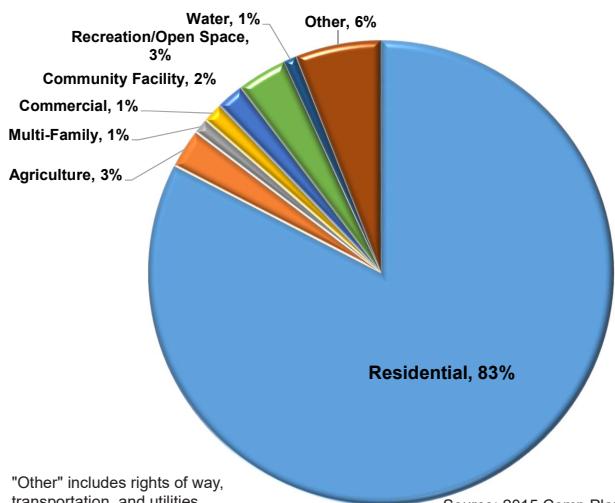
Median Household Income² =
\$146,094

| Racial Composition ² | |
|---------------------------------|-------|
| White | 65.5% |
| Hispanic or Latino | 20.3% |
| Asian | 6.1% |
| Black/African American | 6.3% |
| Other | 1.8% |

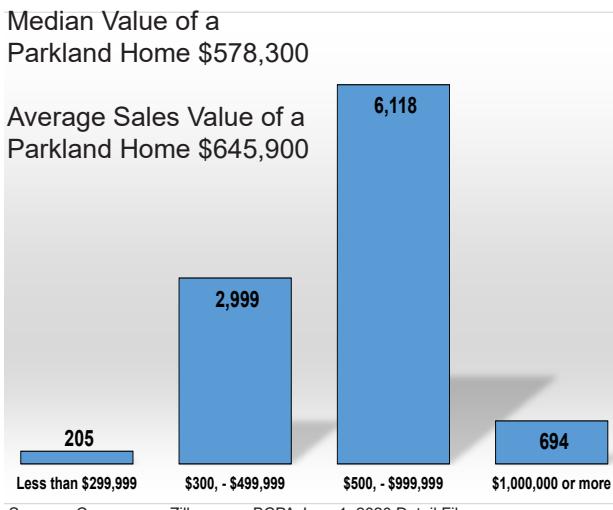
| Age Composition ² | % | # of Residents |
|------------------------------|-------|----------------|
| Under 5 years | 6.3% | 2,149 |
| 5-14 years | 17.9% | 6,106 |
| 15-19 years | 9.2% | 3,138 |
| 20-24 years | 3.8% | 1,296 |
| 25-34 years | 6.4% | 2,183 |
| 35-44 years | 13.8% | 4,707 |
| 45-54 years | 17.8% | 6,071 |
| 55-64 years | 12.9% | 4,400 |
| 65 + years | 11.8% | 4,059 |

Community Profile

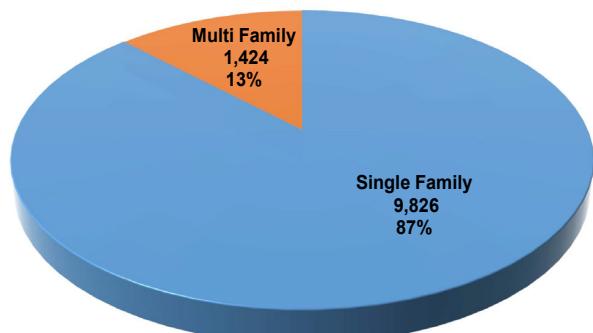
Existing Land Use



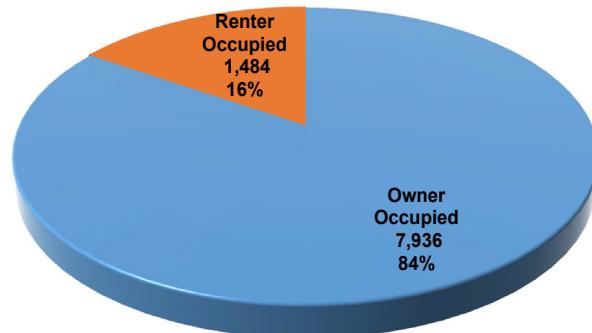
Housing Characteristics



Available Housing Units 11,250 Total



Occupied Housing Units 9,420 Total



| Principal Property Owners | Taxable Assessed Value (\$000s) | % of Total Taxable Assessed Value |
|--------------------------------|---------------------------------|-----------------------------------|
| Keystone Parkland LLC | \$71,295 | 1.26% |
| Parkland FL Senior Housing | \$52,000 | 0.92% |
| New Market-Parkland LLC | \$28,811 | 0.51% |
| Lucky Star Holdings LLC | \$14,182 | 0.25% |
| BREM Parkland LP | \$12,358 | 0.22% |
| Riverstone Plaza LLC | \$12,085 | 0.21% |
| Parkland Centerline Dev LLC | \$ 7,849 | 0.14% |
| Jacur Parkland Town Center LLC | \$ 6,116 | 0.11% |
| Parkland Golf & Country Club | \$ 4,704 | 0.08% |
| Allegro at Parkland LLC | \$ 4,623 | 0.08% |

Source: Broward County Property Appraiser, July 1, 2020 taxable value detail

Source: 2018 ACS 5-Year Estimates

| Educational Attainment of Parkland Residents 25 years and older | | |
|---|-------|-----|
| Less than High School Graduate | 530 | 3% |
| High School Graduate (or equivalent) | 2,550 | 13% |
| Some College, no degree | 2,644 | 14% |
| Associate's Degree | 1,709 | 9% |
| Bachelor's Degree | 6,589 | 34% |
| Graduate or Professional Degree | 5,098 | 27% |

Community Profile

Educational Initiatives

Mayor for a Month: The Student Mayor Program provides young people with confidence, support, and recognition that will hopefully allow for additional opportunities for them to become involved in their community and develop as leaders.

Scholarship Opportunities: The City of Parkland offers post-secondary education scholarship opportunities for Parkland students. Every year the City recognizes several exemplary students who have demonstrated outstanding community or civic service.

SAT College Board Exam and Florida Standards Assessments (FSA) Preparation: Part of the City of Parkland's Educational Initiative is to work directly with schools located within the City. This improves educational programs and increases student achievement by providing additional resources to improve student performance on State testing requirements. The City is also able to partner with Marjory Stoneman Douglas High School to offer all juniors free SAT College Board Exam preparation assistance.

| Schools Serving Parkland | Enrollment | Rating |
|-------------------------------|------------|--------|
| Heron Heights Elementary | 1,139 | A |
| Park Trails Elementary | 1,114 | A |
| Riverglades Elementary | 1,111 | A |
| Westglades Middle | 1,851 | A |
| Marjory Stoneman Douglas High | 3,244 | A |

Enrollment figures as of 2019-2020 school year.

School ratings source = Florida Department of Education

Marjory Stoneman Douglas High School statistics

| <u>Class of 2019</u> | | <u>SAT Scores for the 2018-2019 School Year</u> | | |
|----------------------|------------------------------------|---|-------------|---------------|
| 98% | Graduation Rate | | School Avg. | State Avg. |
| 91% | College Bound | | | National Avg. |
| | 76% 4 Year Program | Math | 542 | 483 |
| | 15% 2 Year Program | | | 528 |
| 5.8% | Undecided/Gap Year | Reading/ | | |
| 0.7% | Vocational School | Writing | 566 | 516 |
| 1.5% | Military (not including academics) | | | 531 |
| 1.2% | Work Force | | | |

History of Parkland

Parkland was founded in 1963 by Bruce Barnett Blount. He owned most of the land in the area of The Ranches and desired to build a city primarily to protect the agrarian lifestyle that he and his neighbors were living as he saw development coming his way from the south in Coral Springs. The City Commission was appointed in the charter, and consisted of Bruce B. Blount, Mayor, for a term to end with an election in November 1965. Two resident Commissioners were appointed to serve until an election in November 1964. These were John R. Nelson and Walter L. Maule. Two non-residents, but property owners, were appointed, Bob D. McMichael of Pompano Beach, and John M. Gerren Jr. of Ft. Lauderdale, to serve concurrent with the Mayor until 1965.

1965 through 1969 were gateway years for families willing to pioneer to become gentleman farmers or ranchers. Most residents had no knowledge of farming or ranching. Wells had to be drilled to supply each homestead with potable water since it was not being provided by the City. Roads were rock bed only and had to be paved. Many of the early Mayors and Commissioners were unpaid volunteers and gave their time, money and abilities to support the new pioneers of Parkland. Many of the efforts to build infrastructure required the Commissioners to assess the early Parkland landowners to get the job done or convince developers to contribute money or buildings as impact fees for development.

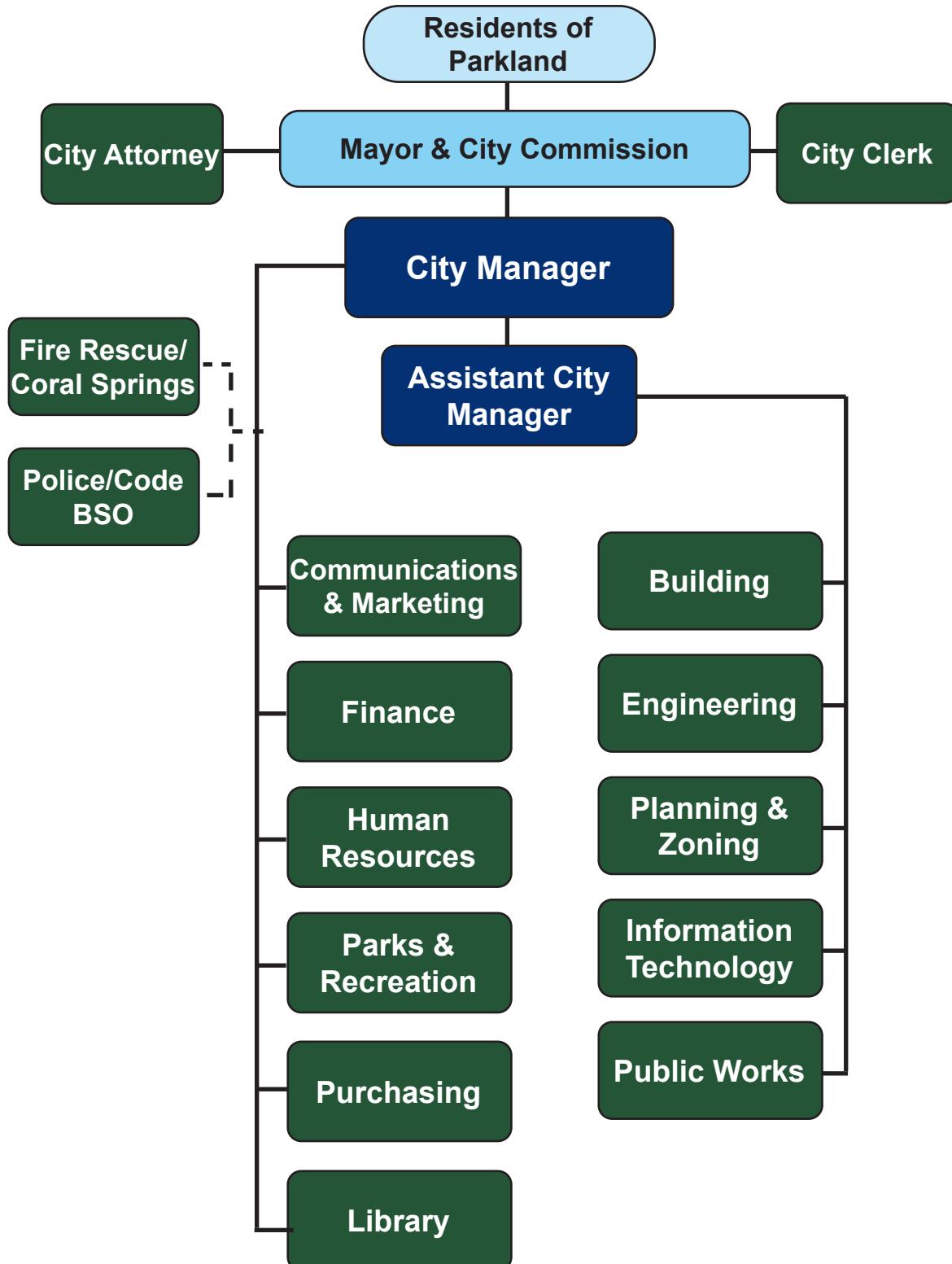


The 1970's brought a rapid expansion of the City as land was purchased for development; many difficult issues were faced by the Commission and City management. Foremost in the minds of the early Mayors and Commissioners was the idea of careful, controlled growth, with minimum density and maximum quality by the developers. Each successive Commission dealt with pressures from developers, the County, and even neighboring cities, for the development of its land. Some of the battles fought were not just over the building of residences but also included a potential airport expansion, waste recycle facility, women's prison, the location of the Sawgrass Expressway, school boundary issues, charter school development and much more. One proposed development would have brought potentially 80,000 residents to the area just to the west of where Cypress Head is today, but that did not come to pass. In addition, Parkland has had its share of both natural and man-made disasters that the Commission and City management took very active roles in the leadership of the community.

Through it all, in good times and bad, the Commissioners, City management, and staff have worked together over the years to build an amazing City for the residents to live and raise their families. There will be many tough challenges in the years to come, but with hard work, dedication, and team effort, Parkland will continue to be an outstanding place for everyone.

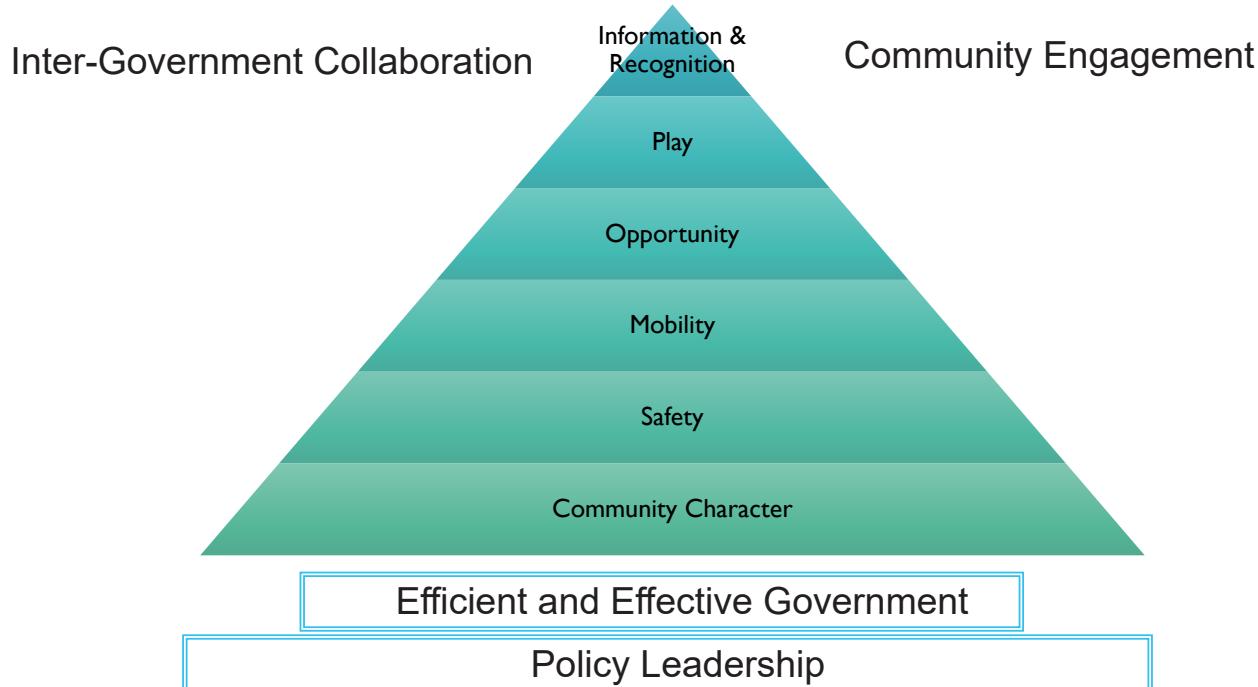


City of Parkland Organizational Chart



Strategic Planning Overview

The City has a Strategic Plan with five strategies: Quality of Life Experiences; Community Engagement; Inter-Government Collaboration; Efficient and Effective Government; Policy Leadership. The factors that make up the Quality of Life Strategy, as represented by the pyramid, are explained below.



There are six factors which determine quality of life in any community. They interact with each other, but can be understood separately.

Community Character

The base of the pyramid is "Community Character." This refers to the basic physical structure of the community, its natural characteristics, and its geographic location. It is what physically distinguishes one community from another. For Parkland, this includes its geographic location on the edge of Broward County, its physical layout of lots ranging in size, its road network, parks, and landscaping. These features make Parkland a distinctive community. It is at the base because it is the starting point upon which the other factors build. The physical environment of Parkland provides an experience of quality, of beauty, of quiet, and of restfulness.

Safety

The core determinant of quality of life is feeling safe. If one does not feel safe, none of the other factors matter. Feeling safe on the other hand enables one to participate in these other factors.

Mobility and Accessibility

Being able to move about the community, to get to events or services, impacts one's experience of the community. Traffic jams, a lack of parking, or other factors which restrict movement, can create a feeling of frustration and dissatisfaction.

Opportunity

Opportunity has many personal meanings. If a person experiences a lack of opportunity in their community, their quality of life is diminished. Opportunity in Parkland is most broadly defined as educational opportunity for the children of the community.

Play

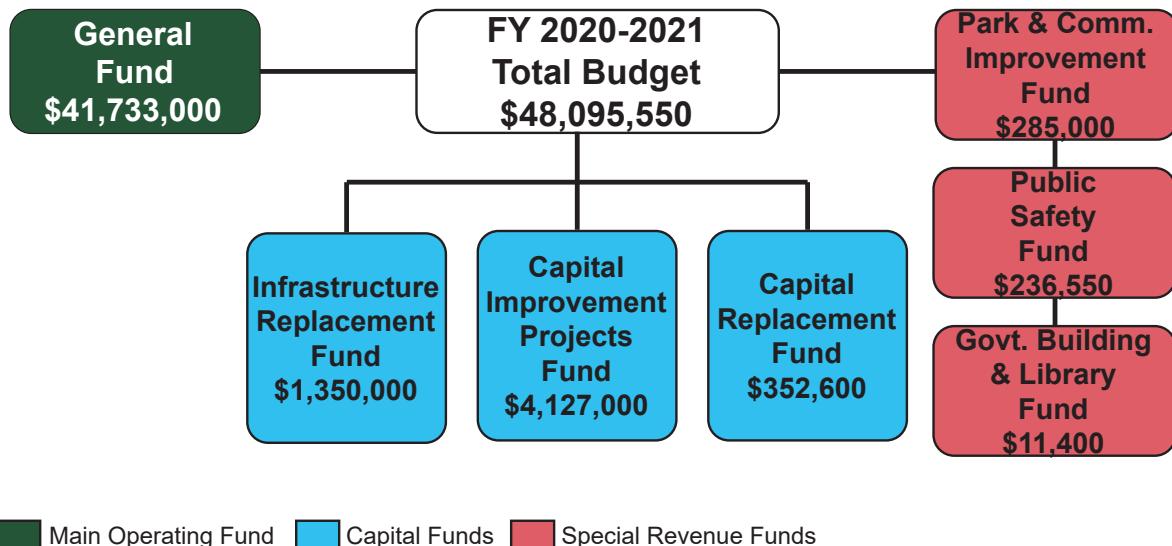
This is the experience of recreation. It takes many forms dependent upon personal preferences. In Parkland, this is most often expressed as sports, biking and walking trails, community events, and the various experiences provided through the library.

Information and Recognition

People almost always feel better when they know what is going on. This increases our sense of control which is an experience required for quality of life. Another dimension of this is recognition. The element that brings a "small town" atmosphere is being recognized and recognizing others. Whether this is on a name basis or a facial basis is immaterial. It is the experience of the familiar, of the known that contributes to a quality of life experience.

Budget Highlights

The Fiscal Year 2021 Adopted Budget for all funds is \$48,095,550. This represents a decrease of (\$8,982,000) or -15.7% from the Fiscal Year 2020 Adopted Budget.



 Main Operating Fund Capital Funds Special Revenue Funds

General Fund

The General Fund is the main operating fund for the City and all departments are budgeted in this fund. The Fiscal Year 2021 Adopted General Fund Budget is \$41,733,000. This represents a decrease of (\$221,000) or (0.5%) from last year. Significant factors affecting the Fiscal Year 2021 Adopted Budget include:

| | |
|-------------------------------|---|
| Taxable Values | The City's taxable value increased 7% (\$357 million more than the value used in the Fiscal Year 2020 Adopted Budget), to a total of \$5.73 billion per the Broward County Property Appraiser as of July 1. |
| Millage Rate | The Operating Millage Rate is 4.2979 for Fiscal Year 2021, a decrease from 4.4000 to the rolled-back rate. This allows homesteaded homes to pay the same amount of taxes to the City as last year, even though the assessed values of the homes have increased. |
| Fire Assessment | The Fire Assessment rate is \$250 for residential, \$0.5911 per sq. ft. for commercial, and \$0.3150 per sq. ft. for institutional. These are the same rates charged for the past two years. |
| Solid Waste Assessment | The Solid Waste Assessment is \$389.28 per dwelling unit, an increase of \$0.72 over last year. The solid waste assessment is a pass-through charge per our contract terms with Waste Management. |
| Contractual Services | The Fire Rescue Budget is \$8,541,120 which is a 7.2% increase over last year. The Public Safety/Police Budget is \$11,087,743 which is a 4.8% increase. |

Budget Highlights

Operating Departments

The departments began the Fiscal Year 2021 budget process by examining their staffing levels and current spending, then justifying all line items in their operating budget.

Staffing

The City added 3 full-time positions to the Fiscal Year 2021 Budget:

- Information Technology Director
- Engineer I in Development Services-Engineering
- Document Imaging Technician in Development Services-Building by converting 2 part-time positions.

Salary and Benefits

All employees will receive a 1% cost of living adjustment effective October 1. Merit increases (pay for performance) for all employees are budgeted at a maximum of 3%.

Retirement contributions will remain at 10% with an additional 4% matching contribution for exempt employees.

HMO health insurance costs increased by approximately 5%.

Insurance

Property, General Liability, and Workers' Compensation insurance costs increased by approximately 7%.

Contractual Services

Citywide contractual services have increased by approximately \$700,000 due to the Fire Rescue contract increasing by \$537,000 and the Police contract increasing by \$469,000. Some departments saw a decrease in this expense, such as Development Services (\$82,000) and Communications & Marketing (\$52,000), reflecting a reduced use of consultants planned for Fiscal Year 2021.

Transfers Out - General Fund

General Fund outgoing transfers have decreased by \$2.6 million, a reflection of a much more conservative capital improvement program than last year.

Budget Highlights

Capital Improvement Program

For Fiscal Year 2021, the Capital Improvement Program totals \$4,895,000 excluding debt service payments from impact fee funds.

Capital Improvement Projects (CIP) Fund

The Capital Improvement Projects Fund records acquisitions and construction of major capital projects. Fiscal Year 2021 projects total \$4,127,000, slightly less than last year's total of \$4,759,000. All capital improvement projects will be funded with City cash reserves or grants where indicated.

Fiscal Year 2021* Capital Improvement Projects

| | |
|--|--------------------|
| Pine Trails Park Field Improvements | \$1,800,000 |
| Terramar Park Baseball Field Reconfiguration | \$1,150,000 |
| Terramar Park Field, Parking Lot Expansion | \$370,000 |
| University Drive/Old Club Road Roundabout | \$200,000 |
| Kiosk for Building Dept. After-hours Dropoff | \$130,000 |
| EOC/Fire Station 109 Drainage Well (Grant) | \$50,000 |
| Solar Battery Replacements | \$75,000 |
| Invasive Plant Removal | \$60,000 |
| Network Security Enhancements | \$51,000 |
| P-REC Flooring Replacement | \$50,000 |
| City Hall Activity Room | \$50,000 |
| Crosswalk on Holmberg Rd and Parkside Dr | \$45,000 |
| Basketball Backboards, Misc. Equipment | \$21,000 |
| Public Property Beautification | \$20,000 |
| Pine Trails Park Flag Pole | \$15,000 |
| Terramar Park Field 5 Fencing | \$15,000 |
| Terramar Park Walkway Lighting | \$15,000 |
| Agenda Management Software | \$10,000 |
| | \$4,127,000 |

** All projects that were budgeted in prior fiscal years will be carried forward until completion. Only new funded projects are included in the Fiscal Year 2021 Capital Improvement Projects budget.*

Infrastructure Replacement Fund

The Infrastructure Replacement Fund was created in Fiscal Year 2013 to fund future capital expenditures relating to City facilities and infrastructure. In order to maintain this fund, \$1,350,000 of General Fund reserves are budgeted to be transferred into this fund for Fiscal Year 2021.

The Fiscal Year 2021 Infrastructure Replacement projects total \$645,000 which is significantly less than the Fiscal Year 2020 total of \$1,171,000.

Capital Replacement Fund

The Capital Replacement Fund is for acquisitions of replacement fleet, equipment, computers, and printers. In order to maintain this fund, \$350,000 of General Fund reserves will be transferred into this fund for Fiscal Year 2021. The Fiscal Year 2021 Capital Replacement projects total \$123,000 which is significantly less than Fiscal Year 2020's total of \$504,000.

Fiscal Year 2021 Capital Replacement Projects

| | |
|-------------------------------|------------------|
| Rotary Mower | \$48,000 |
| Multi Purpose Utility Vehicle | \$15,000 |
| Field Line Painter | \$15,000 |
| Field Line Painter | \$15,000 |
| Computer Replacements (30) | \$30,000 |
| | \$123,000 |

Fiscal Year 2021 Infrastructure Replacement Projects

| | |
|---|------------------|
| Terramar Park Playground Improvements | \$125,000 |
| City Hall Interior Renovations | \$150,000 |
| Brian D. Archer Wilderness Preserve | \$100,000 |
| Sidewalks | \$92,560 |
| Liberty Park Playground | \$60,000 |
| Irrigation Pump Stations | \$46,020 |
| Equestrian Ctr Perimeter Fence | \$25,000 |
| Public Safety/Fire Station 97 Painting - Exterior | \$17,420 |
| Terramar Park Concession A/C | \$15,000 |
| Ice Machine Replacements | \$14,000 |
| | \$645,000 |

Budget Highlights

Other Funds

Pine Tree Roads Fund

Established in Fiscal Year 2016, this fund was created to account for the City using \$1 million of existing reserves to fund road reconstruction within the Pine Tree Estates section of the City. Initially, for the adoption of the Fiscal Year 2021 Annual Budget, the appropriation was not continued. An amendment to the Fiscal Year 2021 Annual Budget was passed on second reading in November 2020 to repurpose \$1 million of existing reserves into the Pine Tree Roads Fund.

Park & Community Improvement Fund

The Park & Community Improvement Fund was established to dedicate land or funds for future parks, open space, and other recreational needs of residents. Developers must provide five acres for every 1,000 residents planned within a development area. If land is not dedicated, developers can provide equivalent funding determined by market value. The equivalent funding is set at \$175,000 per acre and the assessment fee is \$3,850 per acre.

For Fiscal Year 2021 existing impact fee reserves of \$285,000 will be used to fund the Fiscal Year 2021 debt service for the completion of Pine Trails Park.

Public Safety Improvement Fund

The Public Safety Improvement Fund was created in Fiscal Year 2011 to collect Fire and Police Impact Fees. These are fees assessed on new construction of both residential and non-residential land uses.

For Fiscal Year 2021 existing impact fee reserves of \$236,550 will be used to offset the debt service for the completion of the Western Fire Station #109.

Government and Library Building Fund

The Government and Library Building Fund, established in Fiscal Year 2012, collects impact fees for government buildings and the library. Impact fees are assessed on new construction of residential land uses.

For Fiscal Year 2021 existing impact fee reserves of \$11,400 will be used to offset the debt service for the completion of the Western Fire Station #109 which includes a computer server room and additional office space for the Building Department.

General Fund Overview

Where the Money Comes From



Where the Money Goes by Department



Where the Money Goes by Category



Staffing

Staffing levels are budgeted at 103 full time and 50 part time positions for Fiscal Year 2021. This includes the creation of an IT Director position, the addition of one full-time Engineer position in Development Services and converting two part-time positions into one new full-time Document Imaging Technician in Building.

| | Fiscal Year 2019 | | Fiscal Year 2020 | | Fiscal Year 2021 | |
|----------------------------|------------------|-----------|------------------|-----------|------------------|-----------|
| | FT | PT | FT | PT | FT | PT |
| City Commission* | - | - | - | - | - | - |
| City Manager | 6 | 0 | 4 | 0 | 4.5 | 0 |
| Communications & Marketing | 0 | 0 | 3 | 0 | 3 | 0 |
| City Clerk | 3 | 0 | 3 | 0 | 2 | 0 |
| Finance | 5 | 1 | 5 | 0 | 5 | 0 |
| Human Resources | 3 | 2 | 3 | 0 | 3 | 0 |
| Purchasing | 2 | 0 | 2 | 1 | 2 | 1 |
| Information Technology | 3 | 0 | 3 | 0 | 4 | 0 |
| Dev Svcs-Planning & Zoning | 1 | 0 | 1 | 0 | 1 | 0 |
| Dev Svcs-Building | 17 | 6 | 17 | 6 | 19 | 4 |
| Dev Svcs-Engineering | 4 | 0 | 4 | 0 | 4.5 | 0 |
| Public Works-Admin | 7 | 0 | 7 | 1 | 7 | 1 |
| Public Works-Facilities | 10 | 3 | 11 | 3 | 11 | 3 |
| Public Works-Streets | 8 | 1 | 8 | 1 | 8 | 1 |
| Public Works-Grounds Maint | 13 | 12 | 13 | 12 | 13 | 12 |
| Public Works-Fleet | 1 | 0 | 1 | 0 | 1 | 0 |
| P&R - Admin | 4 | 5 | 2 | 1 | 2 | 1 |
| P&R - Rec | 4 | 9 | 4 | 10 | 4 | 10 |
| P&R - Parks Support | 2 | 9 | 2 | 9 | 2 | 9 |
| P&R - Athletics | 0 | 0 | 3 | 1 | 3 | 1 |
| Library | 4 | 6 | 4 | 6 | 4 | 7 |
| TOTALS | 97 | 54 | 100 | 51 | 103 | 50 |
| | FT | PT | FT | PT | FT | PT |

* City Commissioners are considered neither full-time nor part-time employees in FTE (ful-time equivalent) counts.

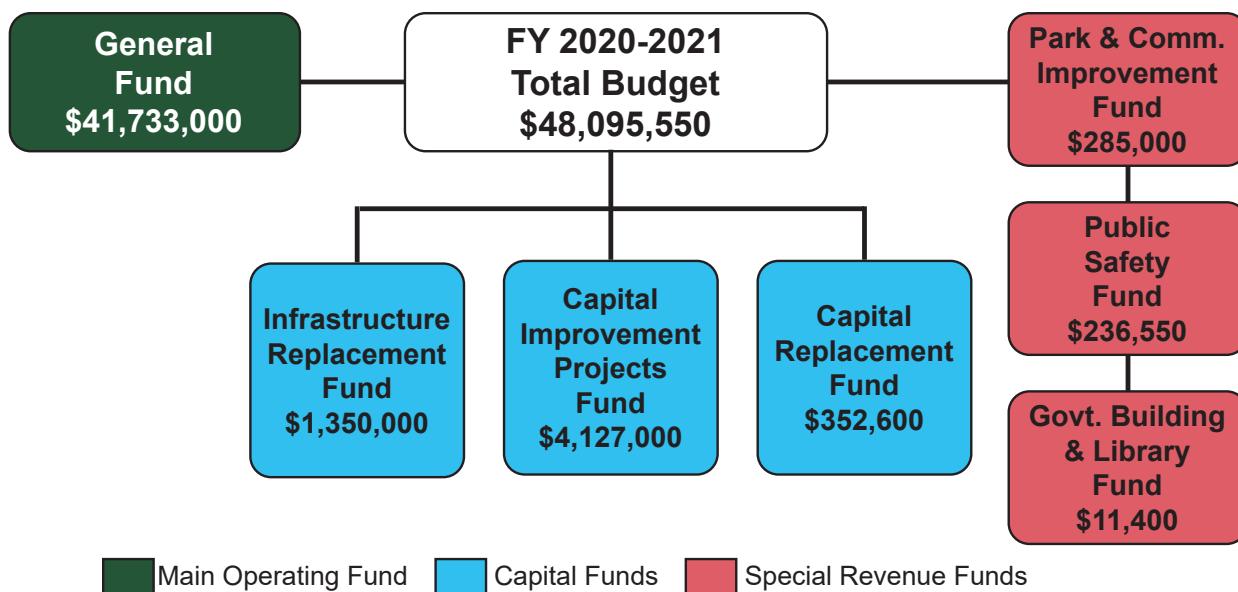
Budget Calendar

| Date | Day | Activity/Requirement | Participants |
|--|----------------------|---|---|
| March 23 | Week of | Directors Provide all Potential Personnel Changes to HR/Finance for Initial Review | Directors/HR/Finance |
| April 9 | Thursday 2:00 PM | Budget Kickoff (Orientation to Budget Process: Dept. packages distributed) | City Manager/Finance Directors |
| April 5-6 | Sunday | Strategic Planning with Commission | City Commission/City Manager |
| April 14 | Tuesday | Review all Personnel Changes with HR/Finance | Finance/HR/Directors |
| April 30 | Thursday | Department Budgets/Capital due | Directors |
| May 4 | Week of | Finance Reviews Budgets with Departments (Review submissions, update Personal Svcs. accounts, update revenues & y-t-d status) | Finance/Directors |
| May 22 | Friday | City Manager 1st Review Proposed Budget | City Manager/Finance |
| May 30 | Thursday 10:00 AM | Capital Review Meeting Prioritize and Rank | City Manager/Finance/ Directors w/ Capital |
| June 1 | Monday | Estimate of Assessed Property Values | Property Appraiser |
| June 17 | Wednesday 6:00 PM | Strategic Planning Update with Commission | City Commission/City Manager |
| June 30 | Tuesday | Certification of Taxable Property Values | Property Appraiser |
| July 1 | Wednesday | City Manager 2nd Review | City Manager/Finance |
| July 8 | Wednesday 7:00 PM | City Manager Delivers Proposed Budget to Commission City Commission: Sets Proposed Property Tax Millage Rate/ 1st Public Hearing to Adopt Solid Waste & Fire Rescue Assessment | City Commission/ City Manager |
| July 31 | Friday | Notification to Prop. Appraiser of Proposed Millage, Rollback Rate and Date, Time and Place of Public Hearings | Finance/City Clerk |
| August 12 06:00 PM | Wednesday | Residents Workshop | City Manager/Finance |
| August 13 | no later than | Advertise Public Hearing to Adopt Fire Rescue Assessment | Finance/City Clerk |
| August 19 05:00 PM | Wednesday | City Commission Budget Workshop | City Commission/City Manager/ Directors |
| August 10-22 | | Mailing of Notices of Proposed Property Taxes- TRIM | Property Appraiser |
| September 14 7:00 PM (1st Hearing) | Monday | 1st Public Hearing on Budget/Tax Adoption | City Commission/City Manager/ |
| September 20 | Sunday | 2nd Public Hearing for Solid Waste & Fire Assessment | City Clerk/ Depts & Finance Finance/ City Clerk |
| September 23 6:00 PM (Final Hearing) | Wednesday | Budget Adopted and Tax Millage Rate Set City Certifies Adopted Tax Millage Rate City Certifies Statute Compliance (Broward County Budget Hearings 9/10 & 9/22) (School Board Budget Hearings 7/23 & 9/9) | City Commission/ City Manager/ City Clerk/ Depts & Finance |
| September 25 | Friday | Send Ordinance Adopting Budget to Property Appraiser, Tax Collector, and Department of Revenue | Finance/City Clerk |
| October 20 | no later than | TRIM Compliance Packages Due | Finance/City Clerk |
| November | | Publication of FY 2020 Budget and CIP | Finance |

Fund Summaries



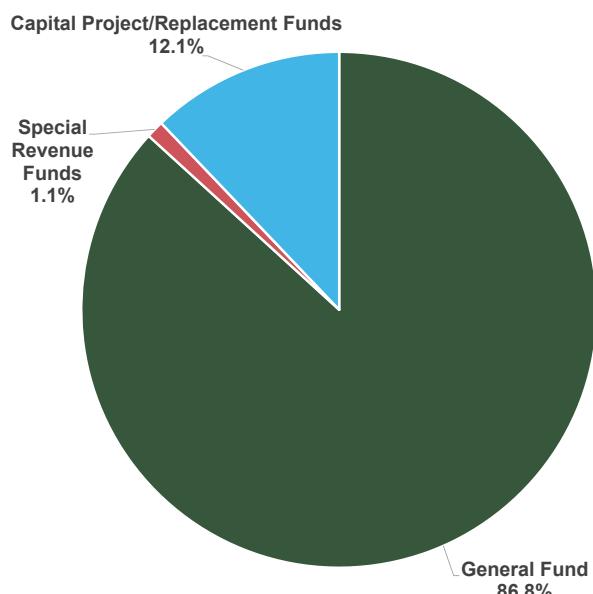
Fund Summaries



The City of Parkland's General Fund is the City's primary operating fund and is the largest fund. It accounts for all the financial resources needed to operate the City except for those required to be accounted for in a separate fund.

Special Revenue Funds account for and report the proceeds of specific revenue sources that are restricted or committed to expenditure for specified purposes other than debt service or capital projects.

Capital Projects Funds account for and report financial resources that are restricted, committed, or assigned to expenditure for capital outlays, including the acquisition or construction of capital facilities and other capital assets.



All Funds Summary

| Fund | | 2018 | 2019 | 2020 | 2021 | \$ | % |
|--|--------------|--------------------|---------------------|-------------------|-------------------|--------------|--------|
| | | Actual | Actual | Amended Budget | Adopted Budget | Change | Change |
| General Fund | Revenues | 37,648,563 | 45,059,093 | 41,954,000 | 41,733,000 | (221,000) | -1% |
| | Expenditures | 35,080,487 | 40,163,535 | 41,954,000 | 41,733,000 | (221,000) | -1% |
| Revenues over/(under) Expenditures | | 2,568,076 | 4,895,558 | 0 | 0 | | |
| Capital Improvement | Revenues | 4,831,624 | 6,340,362 | 12,560,739 | 4,127,000 | (8,433,739) | -67% |
| | Expenditures | 2,521,036 | 3,293,660 | 12,560,739 | 4,127,000 | (8,433,739) | -67% |
| Revenues over/(under) Expenditures | | 2,310,588 | 3,046,702 | 0 | 0 | | |
| Capital Replacement | Revenues | 302,832 | 304,313 | 506,600 | 352,600 | (154,000) | -30% |
| | Expenditures | 81,962 | 345,885 | 506,600 | 352,600 | (154,000) | -30% |
| Revenues over/(under) Expenditures | | 220,870 | (41,572) | 0 | 0 | | |
| Infrastructure Replacement | Revenues | 1,207,419 | 1,214,985 | 2,467,900 | 1,350,000 | (1,117,900) | -45% |
| | Expenditures | 45,855 | 434,526 | 2,467,900 | 1,350,000 | (1,117,900) | -45% |
| Revenues over/(under) Expenditures | | 1,161,564 | 780,459 | 0 | 0 | | |
| Pine Tree Roads Fund | Revenues | 2,891 | 3,503 | 1,000,000 | 0 | (1,000,000) | -100% |
| | Expenditures | 0 | 0 | 1,000,000 | 0 | (1,000,000) | -100% |
| Revenues over/(under) Expenditures | | 2,891 | 3,503 | 0 | 0 | | |
| Park/Community Improvement | Revenues | 38,524 | 2,964,092 | 7,410,000 | 285,000 | (7,125,000) | -96% |
| | Expenditures | 603,313 | 303,131 | 7,410,000 | 285,000 | (7,125,000) | -96% |
| Revenues over/(under) Expenditures | | (564,789) | 2,660,961 | 0 | 0 | | |
| Public Safety Impact Fees | Revenues | 482,212 | 370,053 | 236,550 | 236,550 | 0 | 0% |
| | Expenditures | 236,550 | 236,550 | 236,550 | 236,550 | 0 | 0% |
| Revenues over/(under) Expenditures | | 245,662 | 133,503 | 0 | 0 | | |
| Govt Building & Library Impact Fees | Revenues | 414,751 | 909,038 | 382,525 | 11,400 | (371,125) | -97% |
| | Expenditures | 285,517 | 2,007,478 | 382,525 | 11,400 | (371,125) | -97% |
| Revenues over/(under) Expenditures | | 129,234 | (1,098,440) | 0 | 0 | | |
| TOTAL ALL FUNDS | | | | | | | |
| | Revenues | 44,928,816 | 57,165,439 | 66,518,314 | 48,095,550 | (18,422,764) | -28% |
| | Expenditures | 38,854,720 | 46,784,765 | 66,518,314 | 48,095,550 | (18,422,764) | -28% |
| Revenues over/(under) Expenditures | | \$6,074,096 | \$10,380,674 | \$- | \$- | | |

General Fund Overview

| REVENUES/SOURCES | 2018 Actual | 2019 Actual | 2020 Amended Budget | 2020 Projected Year-End | 2021 Adopted Budget | \$ Change From 2020 |
|--|------------------------|------------------------|------------------------------------|--|------------------------------------|--------------------------------|
| Property Taxes | 17,702,458 | 21,253,041 | 22,468,117 | 22,641,111 | 23,403,727 | 935,610 |
| Franchise Fees | 1,075,645 | 2,558,804 | 2,390,000 | 2,358,527 | 2,395,000 | 5,000 |
| Utility Service Taxes | 3,569,425 | 3,745,735 | 3,350,000 | 3,985,648 | 3,469,000 | 119,000 |
| Intergovernmental Revenue | 3,758,544 | 4,463,712 | 3,632,000 | 5,760,533 | 3,512,600 | (119,400) |
| Licenses & Permits | 4,911,983 | 5,392,276 | 3,690,350 | 2,961,275 | 2,433,100 | (1,257,250) |
| Charges for Services | 4,863,628 | 5,592,166 | 4,601,583 | 4,468,269 | 4,523,653 | (77,930) |
| Fines and Forfeitures | 4,863,628 | 196,695 | 210,000 | 165,478 | 163,800 | (46,200) |
| Miscellaneous Revenues | 1,005,597 | 1,300,568 | 1,079,000 | 1,361,059 | 811,800 | (267,200) |
| Insurance Reimbursements | 21,939 | 23,146 | - | 236 | - | - |
| Operating Transfers In | 532,950 | 532,950 | 532,950 | 532,950 | 532,950 | - |
| Prior Year Carryover | - | - | - | - | 487,370 | 487,370 |
| TOTAL REVENUES/SOURCES | \$37,648,563 | \$45,059,093 | \$41,954,000 | \$44,235,086 | \$41,733,000 | \$(221,000) |
| EXPENDITURES - DEPARTMENT | | | | | | |
| Commission | 259,670 | 272,214 | 301,751 | 273,058 | 306,227 | 4,476 |
| City Manager | 727,608 | 729,511 | 672,026 | 605,385 | 796,689 | 124,663 |
| Communications & Marketing | - | - | 490,434 | 366,796 | 425,397 | (65,037) |
| City Clerk | 238,991 | 307,757 | 358,867 | 305,026 | 336,581 | (22,286) |
| Finance | 727,285 | 679,569 | 719,281 | 553,578 | 593,724 | (125,557) |
| Purchasing | - | 243,457 | 318,200 | 285,490 | 327,982 | 9,782 |
| Human Resources | 234,969 | 310,889 | 475,899 | 366,461 | 462,823 | (13,076) |
| Information Technology | 442,431 | 523,988 | 596,084 | 545,196 | 787,052 | 190,968 |
| Legal | 219,071 | 205,000 | 379,200 | 218,624 | 536,200 | 157,000 |
| Development Services | 2,536,533 | 2,705,669 | 3,503,307 | 3,102,110 | 3,507,429 | 4,122 |
| Public Safety/BSO, Crossing Guards | 8,208,832 | 9,776,876 | 10,584,593 | 9,947,866 | 11,087,743 | 503,150 |
| Fire Rescue | 6,240,441 | 6,772,222 | 7,968,948 | 8,129,381 | 8,541,120 | 572,172 |
| Public Works | 4,743,075 | 5,348,352 | 5,594,197 | 4,933,547 | 5,561,653 | (32,544) |
| Parks & Recreation | 1,706,424 | 1,920,684 | 2,847,226 | 1,961,690 | 2,997,884 | 150,658 |
| Library | 570,841 | 588,989 | 744,752 | 604,796 | 806,176 | 61,424 |
| Non-Departmental | 239,801 | 468,301 | 597,130 | 343,529 | 310,570 | (286,560) |
| Contingency | - | - | 200,000 | - | 150,000 | (50,000) |
| Emergency Operations | 843,856 | - | - | 30,388 | - | - |
| Debt Service | 1,291,041 | 1,291,295 | 1,295,250 | 1,291,215 | 2,497,750 | 1,202,500 |
| Transfers Out- Capital Projects | 4,649,618 | 6,518,762 | 2,806,855 | 2,806,855 | - | (2,806,855) |
| Transfers Out- Equip Replacement | 300,000 | 300,000 | 300,000 | 300,000 | 350,000 | 50,000 |
| Transfers Out- Facilities Maint | 900,000 | 1,200,000 | 1,200,000 | 1,200,000 | 1,350,000 | 150,000 |
| TOTAL EXPENDITURES | \$35,080,487 | \$40,163,535 | \$41,954,000 | \$38,170,991 | \$41,733,000 | \$(221,000) |
| Excess revenues over (under) expenditures | \$2,568,076 | \$4,895,558 | \$- | \$6,064,095 | \$- | \$- |

General Fund - Revenues

| <u>REVENUES/SOURCES</u> | <u>2018 Actual</u> | <u>2019 Actual</u> | <u>2020 Amended Budget</u> | <u>2020 Projected Year-End</u> | <u>2021 Adopted Budget</u> | <u>\$ Change From 2020</u> |
|--|------------------------|------------------------|------------------------------------|--|------------------------------------|--------------------------------|
| Property Taxes | 17,702,458 | 21,253,041 | 22,468,117 | 22,641,111 | 23,403,727 | 935,610 |
| Franchise Fee - Electricity | 575,147 | 2,019,370 | 2,000,000 | 1,834,876 | 2,000,000 | - |
| Franchise Fee - Garbage | 438,409 | 466,832 | 375,000 | 436,017 | 380,000 | 5,000 |
| Franchise Fee - Gas | 62,089 | 72,602 | 15,000 | 87,634 | 15,000 | - |
| Total Franchise Fees | 1,075,645 | 2,558,804 | 2,390,000 | 2,358,527 | 2,395,000 | 5,000 |
| Utility Service Taxes | | | | | | |
| Electricity | 2,505,208 | 2,743,876 | 2,450,000 | 2,949,272 | 2,569,000 | 119,000 |
| Communication Service Tax | 1,064,217 | 1,001,859 | 900,000 | 1,036,376 | 900,000 | - |
| Total Utility Service Taxes | 3,569,425 | 3,745,735 | 3,350,000 | 3,985,648 | 3,469,000 | 119,000 |
| Total Taxes | 22,347,528 | 27,557,580 | 28,208,117 | 28,985,286 | 29,267,727 | 1,059,610 |
| Intergovernmental Revenue | | | | | | |
| --Municipal Revenue Sharing | 862,765 | 952,040 | 752,000 | 879,340 | 601,600 | (150,400) |
| --Alcoholic Bev Licenses | 12,166 | 5,700 | 2,500 | 5,085 | 2,500 | - |
| --Half Cent Sales Tax | 2,036,948 | 2,161,055 | 2,025,000 | 2,006,089 | 1,885,000 | (140,000) |
| CDBG- Senior Program | 14,402 | 42,336 | 31,000 | 13,338 | 31,000 | - |
| FEMA Reimbursement | - | 290,284 | - | 1,390,779 | - | - |
| County Business Tax Receipts | 30,411 | 36,794 | 7,500 | 33,825 | 7,500 | - |
| Seminole Compact | 29,864 | 34,917 | - | 25,904 | - | - |
| Grants & Aids | - | - | - | 194,253 | - | - |
| Broward County School Board-SRO | 231,260 | 364,000 | 364,000 | 696,535 | 580,000 | 216,000 |
| Local Option Gas Tax | 540,728 | 576,586 | 450,000 | 515,385 | 405,000 | (45,000) |
| Total Intergovernmental Revenue | 3,758,544 | 4,463,712 | 3,632,000 | 5,760,533 | 3,512,600 | (119,400) |
| Licenses & Permits | | | | | | |
| Continuing Education | 126,014 | 159,132 | 120,000 | 76,113 | 72,000 | (48,000) |
| Business Tax Receipts | 46,329 | 36,666 | 32,600 | 39,449 | 32,600 | - |
| Waste Hauler Licenses | 12,000 | 12,000 | 7,500 | 15,000 | 7,500 | - |
| Zoning Occ License Fee | 2,340 | 2,040 | 750 | 1,740 | 750 | - |
| Record Retention/Retrieval Fee | 59,915 | 73,715 | 40,000 | 33,450 | 24,000 | (16,000) |
| Other Licenses and Permits | 223,200 | 284,476 | - | 169,604 | - | - |
| Special Event Permits | 14,529 | 23,221 | 2,000 | 6,482 | 2,000 | - |
| Lobbyist Registration | 2,250 | 1,350 | 2,500 | 1,050 | 1,250 | (1,250) |
| Zoning Building Permit Review | 99,635 | 129,785 | 80,000 | 90,015 | 64,000 | (16,000) |
| Building Permits | 1,910,253 | 2,002,652 | 1,650,000 | 1,085,042 | 1,050,000 | (600,000) |
| Electrical Permits | 900,328 | 1,070,806 | 725,000 | 496,709 | 475,000 | (250,000) |
| Plumbing Permits | 758,685 | 891,964 | 575,000 | 497,577 | 400,000 | (175,000) |
| Fire Related Permits | 27,876 | 29,523 | 20,000 | 29,935 | 12,000 | (8,000) |
| Mechanical Permits | 369,229 | 441,340 | 275,000 | 212,332 | 180,000 | (95,000) |
| Landscaping Permits | 318,590 | 210,576 | 140,000 | 188,857 | 100,000 | (40,000) |
| Reinspection Fees | 40,810 | 23,030 | 20,000 | 17,920 | 12,000 | (8,000) |
| Total Licenses & Permits | 4,911,983 | 5,392,276 | 3,690,350 | 2,961,275 | 2,433,100 | (1,257,250) |

General Fund - Revenues

| <u>REVENUES/SOURCES</u> | 2018 Actual | 2019 Actual | 2020 Amended Budget | 2020 Projected Year-End | 2021 Adopted Budget | \$ Change From 2020 |
|------------------------------------|------------------|------------------|---------------------------|-------------------------------|---------------------------|------------------------|
| Charges for Services | | | | | | |
| Tennis Memb/CRT Fees/Rentals | 41,780 | 43,519 | 28,000 | 63,173 | 28,560 | 560 |
| Tennis Contractor | 49,166 | 50,872 | 35,000 | 65,320 | 35,700 | 700 |
| Facility/Equip & Field Rental | 75,952 | 84,907 | 56,000 | 50,753 | 57,120 | 1,120 |
| Development Review Fee | 31,790 | 26,920 | 20,000 | 35,560 | 20,000 | - |
| Engineering Review & Inspection | 528,608 | 754,264 | 350,000 | 330,497 | 210,000 | (140,000) |
| Public Records Request | 602 | 170 | - | 857 | - | - |
| Document Retention | 156,186 | 190,776 | 120,000 | 98,470 | 72,000 | (48,000) |
| Fire Rescue Assessment Fees | 2,435,832 | 2,878,400 | 2,800,000 | 2,977,078 | 2,925,000 | 125,000 |
| Interim Fire Service Fee | 96,073 | 119,272 | 68,000 | 62,621 | 40,800 | (27,200) |
| Fire Inspections Fees | 35,256 | 32,589 | 28,000 | 33,332 | 28,560 | 560 |
| False Alarm Fees | 235 | 235 | 500 | 100 | - | (500) |
| Ambulance Fees | 574,191 | 383,440 | 302,000 | 412,360 | 302,000 | - |
| Telecommunications Inspection | - | - | 1,000 | - | 1,000 | - |
| Sports Contractors | 29,033 | 40,607 | 35,000 | 64,933 | 35,000 | - |
| Enrichment Contractors | 61,725 | 105,188 | 60,000 | 40,889 | 60,000 | - |
| Non-Resident Sports Card | 14,104 | 34,894 | 12,000 | 16,268 | 12,120 | 120 |
| Summer Recreation | 473,766 | 523,970 | 475,000 | - | 484,500 | 9,500 |
| Concessions | 9,580 | 11,446 | 12,000 | 8,060 | 12,000 | - |
| After Care P-Rec | 140,004 | 219,503 | 150,000 | 114,427 | 153,000 | 3,000 |
| Other Culture-Rec | 23,352 | 12,796 | - | 9,226 | - | - |
| Library Fines & Misc | 13,585 | 14,278 | 12,000 | 6,345 | 12,000 | - |
| Library Special Events | - | - | - | - | - | - |
| Library Donations | 9,885 | 10,000 | 12,000 | 12,000 | 10,000 | (2,000) |
| Other Charges for Services | 62,923 | 54,120 | 25,083 | 66,000 | 24,293 | (790) |
| Total Charges for Services | 4,863,628 | 5,592,166 | 4,601,583 | 4,468,269 | 4,523,653 | (77,930) |
| Fines and Forfeitures | | | | | | |
| Fines and Forfeitures | 134,084 | 138,935 | 140,000 | 50,586 | 93,800 | (46,200) |
| Code Violations | 72,310 | 57,760 | 70,000 | 114,892 | 70,000 | - |
| Total Fines and Forfeitures | 206,394 | 196,695 | 210,000 | 165,478 | 163,800 | (46,200) |

General Fund - Revenues

| REVENUES/SOURCES | 2018 Actual | 2019 Actual | 2020 Amended Budget | 2020 Projected Year-End | 2021 Adopted Budget | \$ Change From 2020 |
|-----------------------------------|------------------------|------------------------|------------------------------------|--|------------------------------------|--------------------------------|
| Miscellaneous Revenues | | | | | | |
| Interest Income | 230,073 | 465,420 | 350,000 | 497,096 | 35,000 | (315,000) |
| Interest Tax Collector | 8,412 | 18,097 | 1,000 | 13,906 | 1,000 | - |
| Interest Assessment Tax | 1,324 | 2,679 | - | 2,065 | - | - |
| Cell Tower | 174,820 | 220,288 | 171,000 | 211,679 | 179,550 | 8,550 |
| Sale of Surplus Property | 30,830 | 21,140 | - | 12,563 | - | - |
| State Contributions | 295,774 | 323,709 | 340,000 | 339,340 | 374,000 | 34,000 |
| Other Miscellaneous | 38,690 | 25,057 | 15,000 | 45,336 | 15,000 | - |
| Donations | 97,795 | 105,150 | 63,000 | 122,428 | 63,000 | - |
| Events/Farmers Mkt Receipts | 72,075 | 83,221 | 105,000 | 79,216 | 110,250 | 5,250 |
| Reimbursement Streetlighting | 30,324 | 21,586 | 20,000 | 24,106 | 20,000 | - |
| Reimbursement Utilities BSO | 25,480 | 14,221 | 14,000 | 13,324 | 14,000 | - |
| Total Miscellaneous Revenues | 1,005,597 | 1,300,568 | 1,079,000 | 1,361,059 | 811,800 | (267,200) |
| Total Locally Levied Taxes | 37,093,674 | 44,502,997 | 41,421,050 | 43,701,900 | 40,712,680 | (708,370) |
| Other Sources | | | | | | |
| Insurance Reimbursements | 21,939 | 23,146 | - | 236 | - | - |
| Operating Transfers In | 532,950 | 532,950 | 532,950 | 532,950 | 532,950 | - |
| Prior Year Carryover | - | - | - | - | 487,370 | 487,370 |
| Total Non Revenue Sources | 554,889 | 556,096 | 532,950 | 533,186 | 1,020,320 | 487,370 |
| TOTAL REVENUES/SOURCES | \$37,648,563 | \$45,059,093 | \$41,954,000 | \$44,235,086 | \$41,733,000 | \$(221,000) |

Capital Improvement Projects Fund

| | 2018 <u>Actual</u> | 2019 <u>Actual</u> | 2020 <u>Amended Budget</u> | 2020 <u>Projected Year End</u> | 2021 <u>Adopted Budget</u> | \$ Change <u>From 2020</u> |
|-------------------------------|-----------------------|-----------------------|-----------------------------------|---------------------------------------|-----------------------------------|-------------------------------|
| REVENUES/SOURCES | | | | | | |
| Special Assessments | - | - | - | - | - | - |
| Grants & Aids | 556 | - | - | - | - | - |
| State/County Grants | - | - | 350,000 | - | 250,000 | (100,000) |
| Interest Income | 7,699 | 21,849 | 10,000 | 73,162 | 10,000 | - |
| Donations | - | - | - | 370,908 | - | - |
| Settlements | - | - | - | - | - | - |
| Transfer In | 4,349,618 | 6,118,762 | 2,806,855 | 2,806,855 | - | (2,806,855) |
| Loan Proceeds | - | - | - | - | - | - |
| Other Miscellaneous | 473,751 | 199,751 | 5,000 | 1,098,334 | 5,000 | - |
| Use of Fund Balance | - | - | 9,388,884 | - | 3,862,000 | (5,526,884) |
| TOTAL REVENUES/SOURCES | \$4,831,624 | \$6,340,362 | \$12,560,739 | \$4,349,259 | \$4,127,000 | \$(8,433,739) |

EXPENDITURES/USES

| | | | | | | |
|--|--------|-----------|---------|---------|-----------|-----------|
| Pine Trails Park Field Improvements | - | - | - | - | 1,800,000 | 1,800,000 |
| Terramar Park Baseball Field Reconfiguration | - | - | - | - | 1,150,000 | 1,150,000 |
| Terramar Park Field, Parking Lot Expansion | - | - | - | - | 370,000 | 370,000 |
| University Drive/Old Club Road Improvement | - | - | 585,000 | 65,634 | 200,000 | (385,000) |
| Building Department Kiosk | - | - | - | - | 130,000 | 130,000 |
| Solar Battery Replacements | - | - | - | - | 75,000 | 75,000 |
| Invasive Plant Removal | - | - | - | - | 60,000 | 60,000 |
| Information Technology Improvements | 59,476 | 200,262 | 113,238 | 15,596 | 51,000 | (62,238) |
| Renovation/FF&E City Hall Activity Room | - | 31,531 | 312,439 | 38,145 | 50,000 | (262,439) |
| EOC/Fire Station 109 Drainage Well (Grant) | - | - | - | - | 50,000 | 50,000 |
| P-REC Flooring Replacement | - | - | - | - | 50,000 | 50,000 |
| Crosswalk on Holmberg Road/Parkside Drive | - | - | - | - | 45,000 | 45,000 |
| Basketball Backboards and Miscellaneous Equipment | - | - | - | - | 21,000 | 21,000 |
| Public Property Beautification | 20,997 | 19,800 | 20,000 | 11,715 | 20,000 | - |
| Pine Trails Park Flag Pole | - | - | - | - | 15,000 | 15,000 |
| Terramar Park Field 5 Fencing | - | - | - | - | 15,000 | 15,000 |
| Terramar Park Walkway Lighting | - | - | - | - | 15,000 | 15,000 |
| Agenda Management Software | - | - | - | - | 10,000 | 10,000 |
| Ternbridge Ditches Maintenance (Grant) | - | - | 700,000 | - | - | (700,000) |
| CAD System | - | - | 650,000 | - | - | (650,000) |
| Holmberg Road/Covered Bridge Passive Park | - | 40,189 | 759,811 | 114,284 | - | (759,811) |
| Existing Library Construction & Interior Furnishings | - | 1,248,112 | 642,586 | 73,990 | - | (642,586) |
| Secure City Facilities - Level 1 | - | - | 780,000 | 32,558 | - | (780,000) |
| Pine Trails Park | - | - | 295,000 | 49,942 | - | (295,000) |
| Comprehensive Stormwater Study & Master Plan | - | - | 250,000 | - | - | (250,000) |
| 12 Acre Park | - | - | 250,000 | - | - | (250,000) |
| Pine Tree Estates Roadway Maintenance Plan | - | - | 220,000 | - | - | (220,000) |
| ADA Transition Plan | - | - | 195,000 | 158,053 | - | (195,000) |
| Extend Right Turn Lane on Holmberg Road | - | - | 180,000 | - | - | (180,000) |
| Portable License Plate Readers (2) | - | 98,700 | 110,000 | 107,085 | - | (110,000) |
| Ranches Drainage Ditch Overgrowth Trimming | - | - | 100,000 | 99,983 | - | (100,000) |
| Hillsboro Boulevard Roundabout Design | - | - | 80,000 | 628 | - | (80,000) |
| Terramar Park Maintenance Shed | - | - | 80,000 | - | - | (80,000) |
| Hillsboro Boulevard Lighting Extension | - | - | 55,000 | - | - | (55,000) |
| Parks Trash Receptacle Replacement | - | - | 50,000 | - | - | (50,000) |
| Toro Workman HDX Sprayer | - | - | 45,000 | 41,371 | - | (45,000) |
| Pine Trails Playground Perimeter Fencing | - | - | 40,000 | 25,288 | - | (40,000) |
| Fleet Management System Configuration | - | - | 30,000 | 14,159 | - | (30,000) |
| Additional ADA Compliant Webstreaming | - | - | 66,000 | 65,820 | - | (66,000) |

Capital Improvement Projects Fund

| | 2018 <u>Actual</u> | 2019 <u>Actual</u> | 2020 <u>Amended Budget</u> | 2020 <u>Projected Year End</u> | 2021 <u>Adopted Budget</u> | \$ Change <u>From 2020</u> |
|---|-----------------------|-----------------------|-----------------------------------|---------------------------------------|-----------------------------------|-------------------------------|
| Roadway & Trail Improvements | - | 56,611 | - | - | - | - |
| Ranches Drainage Improvements | 5,059 | 8,438 | 351,534 | - | - | (351,534) |
| Amphitheater Exterior Renovations | - | 54,501 | 406,499 | 8,560 | - | (406,499) |
| Traffic Signal Design (3) | - | 61,628 | 588,372 | 405,062 | - | (588,372) |
| Station 42 Rescue Unit | - | 302,418 | 72,582 | 60,972 | - | (72,582) |
| Holmberg Road Invasives | - | - | - | - | - | - |
| P-REC Air Conditioning | - | 132,158 | 133,842 | 56,785 | - | (133,842) |
| Ford Escape - (2) | 172,315 | 53,310 | - | - | - | - |
| Body Worn Camera Room Buildout | - | 41,029 | - | - | - | - |
| Fire Station 109 Air Conditioning | - | 27,014 | 7,986 | 650 | - | (7,986) |
| Ford Transit T-150 Cargo Van | - | 32,469 | - | - | - | - |
| City Hall Renovations | 13,164 | 25,000 | - | - | - | - |
| Toro Blower | 7,170 | 7,873 | - | - | - | - |
| Vehicle Telematics/GPS | - | 9,212 | - | - | - | - |
| Loxahatchee Road Improvements | - | 8,381 | 3,491,619 | 40,227 | - | (3,491,619) |
| Records Storage Building | 1,056,982 | 584,916 | - | - | - | - |
| Library Additional Parking Lot | - | 187,650 | 98,860 | 127,350 | - | (98,860) |
| Ford F-250 4x4 | - | 25,839 | - | - | - | - |
| Terramar Park Fields (2) | 1,104,612 | 29,141 | - | - | - | - |
| Street Lighting- Citywide | 161,734 | 7,478 | 546,371 | 29,905 | - | (546,371) |
| Other Capital Expenditures | 340,376 | - | - | - | - | - |
| Transfer Out | - | - | 254,000 | 254,000 | - | (254,000) |
| TOTAL EXPENDITURES | \$2,861,412 | \$3,293,660 | \$12,560,739 | \$1,897,762 | \$4,127,000 | \$(8,433,739) |
| Excess revenues over (under) expenditures | \$1,970,212 | \$3,046,702 | | \$- \$2,451,497 | \$- | \$- |

Capital Replacement Fund

| | 2018 Actual | 2019 Actual | 2020 Amended Budget | 2020 Projected Year End | 2021 Adopted Budget | \$ Change From 2020 |
|-----------------------------------|------------------|------------------|---------------------------|-------------------------------|---------------------------|------------------------|
| <u>REVENUES/SOURCES</u> | | | | | | |
| General Fund Fleet Charges | - | - | - | - | - | - |
| General Fund Computer Replacement | - | - | - | - | - | - |
| Library Computer Replacement | - | - | 2,600 | - | 2,600 | - |
| Transfer In | 300,000 | 300,000 | 300,000 | 300,000 | 350,000 | 50,000 |
| Interest | 2,832 | 4,313 | - | 10,139 | - | - |
| Sale of Fixed Assets | - | - | - | - | - | - |
| Use of Fund Balance | - | - | 204,000 | - | - | (204,000) |
| TOTAL REVENUES/SOURCES | \$302,832 | \$304,313 | \$506,600 | \$310,139 | \$352,600 | \$(154,000) |

| | 2018 | 2019 | 2020 | 2020 | 2021 | |
|-----------------------------------|-----------------|------------------|------------------|------------------|------------------|--------------------|
| <u>EXPENDITURES</u> | | | | | | |
| Fleet Replacement | 75,171 | 327,503 | 482,000 | 241,717 | 93,000 | (389,000) |
| Computer Replacement | 6,791 | 18,382 | 22,000 | 18,937 | 30,000 | 8,000 |
| Reserved for Library Replacements | - | - | 2,600 | - | 2,600 | - |
| Reserved for Capital Improvements | - | - | - | - | 227,000 | 227,000 |
| TOTAL EXPENDITURES | \$81,962 | \$345,885 | \$506,600 | \$260,654 | \$352,600 | \$(154,000) |

Excess revenues over (under) expenditures **\$220,870** **\$(41,572)** **\$0** **\$49,485** **\$0** **\$0**

Infrastructure Replacement Fund

| | 2018 <u>Actual</u> | 2019 <u>Actual</u> | 2020 <u>Amended Budget</u> | 2020 <u>Projected Year End</u> | 2021 <u>Adopted Budget</u> | \$ Change From 2020 |
|---|-----------------------|-----------------------|-----------------------------------|---------------------------------------|-----------------------------------|------------------------|
| <u>REVENUES/SOURCES</u> | | | | | | |
| Grants & Aids | - | - | - | - | - | - |
| State/County Grants | - | - | - | - | - | - |
| Interest Income | 7,419 | 14,985 | - | 37,113 | - | - |
| Miscellaneous | - | - | - | - | - | - |
| Transfer In | 1,200,000 | 1,200,000 | 1,454,000 | 1,454,000 | 1,350,000 | (104,000) |
| Loan Proceeds | - | - | - | - | - | - |
| Other Misc | - | - | - | - | - | - |
| Use of Fund Balance | - | - | 1,013,900 | - | - | (1,013,900) |
| TOTAL REVENUES/SOURCES | \$1,207,419 | \$1,214,985 | \$2,467,900 | \$1,491,113 | \$1,350,000 | \$(1,117,900) |
| <u>EXPENDITURES/USES</u> | | | | | | |
| City Hall Interior Renovations | - | - | - | 150,000 | 150,000 | |
| Terramar Park Playground Improvements | - | - | - | 125,000 | 125,000 | |
| Brian Archer Walkway | - | - | - | 100,000 | 100,000 | |
| Liberty Park Playground | - | - | - | 60,000 | 60,000 | |
| Equestrian Center Perimeter Fence | - | - | - | 25,000 | 25,000 | |
| Terramar Park Concession AC Replacement | - | - | - | 15,000 | 15,000 | |
| Ice Machine Replacements | - | - | - | 14,000 | 14,000 | |
| Artificial Turf Replacement Fields 1 & 2 | - | - | 1,054,000 | 1,053,897 | - | (1,054,000) |
| Irrigation Pump Station Replacements | - | 39,700 | 117,300 | 78,992 | 46,020 | (71,280) |
| Sidewalks | - | 82,866 | 179,100 | 77,030 | 92,560 | (86,540) |
| Public Safety Building Improvements | - | - | 75,000 | 70,959 | 17,420 | (57,580) |
| Public Safety Building AC Replacement | - | - | 64,000 | 60,551 | - | (64,000) |
| City Wide Signage | - | - | 50,000 | - | - | (50,000) |
| Public Works AC Replacement | - | - | 30,000 | 29,660 | - | (30,000) |
| Thor-Guard Remote Unit at Terramar Park | - | - | 10,000 | - | - | (10,000) |
| Existing Library Infrastructure Replacement | 17,255 | 183,664 | 372,400 | 152,919 | - | (372,400) |
| Terramar Park Playground | 28,600 | 2,000 | 391,400 | 2,000 | - | (391,400) |
| Terramar Park Parking Lot Resurfacing | - | 126,296 | 105,700 | - | - | (105,700) |
| Reserved for Capital Improvements | - | - | 19,000 | - | 705,000 | 686,000 |
| TOTAL EXPENDITURES | \$45,855 | \$434,526 | \$2,467,900 | \$1,526,008 | \$1,350,000 | \$(1,117,900) |

Excess revenues over (under) expenditures **\$1,161,564** **\$780,459** **\$-** **\$(34,895)** **\$-** **\$-**

Pine Tree Roads Fund

| | 2018 Actual | 2019 Actual | 2020 | 2020 | 2021 | \$ Change From 2020 |
|-------------------------------|----------------|----------------|--------------------|-----------------------|-------------------|------------------------|
| | | | Amended Budget | Projected Year End | Adopted Budget | |
| REVENUES/SOURCES | | | | | | |
| Grants & Aids | - | - | - | - | - | - |
| State/County Grants | - | - | - | - | - | - |
| Interest Income | 2,891 | 3,503 | - | 8,788 | - | - |
| Miscellaneous | - | - | - | - | - | - |
| Transfer In | - | - | - | - | - | - |
| Loan Proceeds | - | - | - | - | - | - |
| Other Misc | - | - | - | - | - | - |
| Use of Fund Balance | - | - | 1,000,000 | - | - | (1,000,000) |
| TOTAL REVENUES/SOURCES | \$2,891 | \$3,503 | \$1,000,000 | \$8,788 | \$- | \$(1,000,000) |

| EXPENDITURES/USES | | | | | | |
|-----------------------------------|------------|------------|--------------------|------------|------------|----------------------|
| Reserved for Capital Improvements | - | - | 1,000,000 | - | - | (1,000,000) |
| Transfer Out | - | - | - | - | - | - |
| TOTAL EXPENDITURES | \$- | \$- | \$1,000,000 | \$- | \$- | \$(1,000,000) |

Excess revenues over (under) expenditures **\$2,891** **\$3,503** **\$0** **\$8,788** **\$0** **\$0**

Park & Community Improvement Fund

| | 2018 Actual | 2019 Actual | 2020 | 2020 | 2021 | \$ Change From 2020 |
|-------------------------------|-----------------|--------------------|--------------------|-----------------------|-------------------|------------------------|
| | | | Amended Budget | Projected Year End | Adopted Budget | |
| REVENUES/SOURCES | | | | | | |
| Park Fees | 19,250 | 2,938,816 | - | 23,349 | - | - |
| Interest Income | 19,274 | 25,276 | - | 26,530 | - | - |
| Prior Year Carryover | - | - | 7,410,000 | - | 285,000 | (7,125,000) |
| TOTAL REVENUES/SOURCES | \$38,524 | \$2,964,092 | \$7,410,000 | \$49,879 | \$285,000 | \$(7,125,000) |

| EXPENDITURES | | | | | | |
|--|------------------|------------------|--------------------|--------------------|------------------|----------------------|
| Capital Outlay - Quigley Tennis Center | 318,313 | 18,131 | - | - | - | - |
| Land Acquisition | - | - | 7,125,000 | 7,126,203 | - | (7,125,000) |
| Transfer Out | 285,000 | 285,000 | 285,000 | 285,000 | 285,000 | - |
| Reserved for Capital Improvements | - | - | - | - | - | - |
| TOTAL EXPENDITURES | \$603,313 | \$303,131 | \$7,410,000 | \$7,411,203 | \$285,000 | \$(7,125,000) |

Excess revenues over (under) expenditures **\$(564,789)** **\$2,660,961** **\$0** **\$(7,361,324)** **\$0** **\$0**

Public Safety Impact Fee Fund

| | 2018 <u>Actual</u> | 2019 <u>Actual</u> | 2020 <u>Amended Budget</u> | 2020 <u>Projected Year End</u> | 2021 <u>Adopted Budget</u> | \$ Change <u>From 2020</u> |
|---|-----------------------|-----------------------|-----------------------------------|---------------------------------------|-----------------------------------|-------------------------------|
| <u>REVENUES/SOURCES</u> | | | | | | |
| Impact Fees - Police | 132,696 | 98,716 | - | 41,053 | - | - |
| Impact Fees - Fire | 343,778 | 265,428 | - | 111,282 | - | - |
| Interest Income | 5,738 | 5,909 | - | 16,250 | - | - |
| Prior Year Carryover | - | - | 236,550 | - | 236,550 | - |
| TOTAL REVENUES/SOURCES | \$482,212 | \$370,053 | \$236,550 | \$168,585 | \$236,550 | \$- |
| <u>EXPENDITURES</u> | | | | | | |
| Capital Outlay | - | - | - | - | - | - |
| Transfer Out | 236,550 | 236,550 | 236,550 | 236,550 | 236,550 | - |
| Reserved for Capital Improvements | - | - | - | - | - | - |
| TOTAL EXPENDITURES | \$236,550 | \$236,550 | \$236,550 | \$236,550 | \$236,550 | \$- |
| Excess revenues over (under) expenditures | \$245,662 | \$133,503 | | \$0 | \$(67,965) | \$0 |
| | | | | | | |

Government Building & Library Impact Fee Fund

| | 2018 <u>Actual</u> | 2019 <u>Actual</u> | 2020 <u>Amended Budget</u> | 2020 <u>Projected Year End</u> | 2021 <u>Adopted Budget</u> | \$ Change <u>From 2020</u> |
|--|-----------------------|-----------------------|-----------------------------------|---------------------------------------|-----------------------------------|-------------------------------|
| <u>REVENUES/SOURCES</u> | | | | | | |
| Impact Fees - Government Buildings | 180,537 | 208,735 | - | 103,775 | - | - |
| Impact Fees - Library | 227,448 | 294,135 | - | 154,455 | - | - |
| Interest Income | 6,766 | 6,168 | - | 11,311 | - | - |
| Transfer In | - | 400,000 | - | - | - | - |
| Prior Year Carryover | - | - | 382,525 | - | 11,400 | (371,125) |
| TOTAL REVENUES/SOURCES | \$414,751 | \$909,038 | \$382,525 | \$269,541 | \$11,400 | \$(371,125) |
| <u>EXPENDITURES</u> | | | | | | |
| Library Expansion | 224,851 | 1,727,453 | 327,185 | 324,022 | - | (327,185) |
| Fire Station #42 Addition | 49,266 | 268,625 | 43,940 | 9,682 | - | (43,940) |
| Transfer Out | 11,400 | 11,400 | 11,400 | 11,400 | 11,400 | - |
| Reserved for Capital Improvements | - | - | - | - | - | - |
| TOTAL EXPENDITURES | \$285,517 | \$2,007,478 | \$382,525 | \$345,104 | \$11,400 | \$(371,125) |
| Excess revenues over(under) expenditures | \$129,234 | \$(1,098,440) | | \$0 | \$(75,563) | \$0 |
| | | | | | | |

Excess revenues over(under) expenditures \$129,234 \$(1,098,440) \$0 \$(75,563) \$0 \$0

General Fund Balance

| | 2018 Actual | 2019 Actual | 2020 Amended Budget | 2020 Projected Year End | 2021 Adopted Budget |
|--|----------------|----------------|---------------------------|-------------------------------|---------------------------|
| Fund Balance, Beginning of Year | \$29,650,164 | \$32,218,240 | \$37,113,798 | \$37,113,798 | 43,177,893 |
| Fund Balance, End of Year | \$32,218,240 | \$37,113,798 | \$37,113,798 | \$43,177,893 | \$43,177,893 |
| Nonspendable | | | | | |
| Assessments Receivable | - | - | - | - | - |
| Interest Receivable | - | - | - | - | - |
| Prepaid Expenses | 195,950 | 116,399 | 116,399 | 9,530 | 9,530 |
| Restricted | | | | | |
| Equestrian Center | 9,470 | 9,470 | 9,470 | 9,470 | 9,470 |
| Liberty Park | 200 | 200 | 200 | 200 | 200 |
| Library | 554 | 554 | 554 | 554 | 554 |
| Country Point | 4,575 | 4,575 | 4,575 | 4,575 | 4,575 |
| Building Department | 7,970,307 | 8,681,403 | 8,681,403 | 8,771,474 | 8,284,104 |
| Committed | | | | | |
| Stabilization Requirement | 7,285,060 | 8,021,786 | 8,021,786 | 9,970,750 | 9,970,750 |
| Insurance Deductible Reserve | 625,000 | 750,000 | 750,000 | 750,000 | 750,000 |
| Capital Replacement Fund | - | - | - | - | - |
| Infrastructure Replacement Fund | - | - | - | - | - |
| Assigned | | | | | |
| Designated Carry Forward | - | - | - | - | - |
| Subsequent year's budget | - | - | - | - | - |
| Police Pension | - | - | - | - | - |
| Unassigned | \$16,127,124 | \$19,529,407 | \$19,529,411 | \$23,661,340 | \$24,148,710 |

The Fiscal Year 2020 year end fund balance is estimated at \$43,177,893. The non-spendable fund balance is an amount that must be maintained intact either legally or contractually. Restricted fund balances are amounts constrained for a specific purpose. The committed fund balances are for the stabilization/operating reserve and the insurance deductible reserve. The unassigned fund balance estimated at year end 2020 is \$24 million, which will be earmarked for future capital during the upcoming strategic planning process.

The over \$6 million addition to fund balance estimated at Fiscal Year 2020 year end is due to continued growth in new housing construction and a reduction operating expenditures due to curtailed spending during the pandemic. Due to the uncertainties surrounding the ongoing pandemic, the City conservatively projected Fiscal Year 2020 revenues. In addition, the City has replenished its Stabilization Reserve due to being reimbursed for Hurricane Irma by FEMA.

Capital Improvement Projects Fund Balance

| | 2018 Actual | 2019 Actual | 2020 | 2020 | 2021 |
|--|----------------|----------------|-------------------|-----------------------|-------------------|
| | | | Amended Budget | Projected Year End | Adopted Budget |
| Fund Balance, Beginning of Year | \$2,841,270 | \$4,811,482 | \$7,858,184 | \$7,858,184 | \$10,309,681 |
| Fund Balance, End of Year | | \$4,811,482 | \$7,858,184 | \$7,858,184 | \$10,309,681 |
| Nonspendable | | | | | |
| Prepaid Expenses | - | - | - | - | - |
| Restricted | | | | | |
| Riverside Trail MUST | 5,646 | 5,646 | 5,646 | 5,646 | 5,646 |
| Impact Fees- Fire Station | 6,250 | 6,250 | 6,250 | 6,250 | 6,250 |
| Waste Containers | 3,817 | 3,817 | 3,817 | 3,817 | 3,817 |
| Committed | | | | | |
| Subsequent year's expenditures | - | - | - | - | - |
| Encumbrances | - | - | 911,578 | 802,727 | 802,727 |
| Assigned | | | | | |
| Designated Carry Forward | - | - | - | - | - |
| Capital Projects | 4,795,769 | 7,842,471 | 6,930,893 | 9,491,241 | 9,491,241 |
| Unassigned | | | | | |

The Fiscal Year 2020 year end fund balance is estimated to be \$10,309,681. Future Capital Fund Balance will be adjusted using General Fund reserves. The Fiscal Year 2020 excess of revenues over expenditures is approximately \$2,451,497. General Fund reserves accumulated over the years have been used to fund the projects that have rolled forward from Fiscal Year 2020 and all Fiscal Year 2021 capital projects, without issuing any new debt.

The committed fund balance is set aside to fund Fiscal Year 2020 encumbrances and other prior year expenditures. The restricted fund balances are amounts constrained for a specific purpose and non-spendable fund balance is for amounts in a non-spendable form. Unassigned fund balances are amounts not classified as non-spendable, restricted, or assigned. All balances in this fund are assigned, and there are no unassigned balances.

Capital Replacement Fund Balance

| | 2018 Actual | 2019 Actual | 2020 Amended Budget | 2020 Projected Year End | 2021 Adopted Budget |
|--|--------------------|--------------------|---------------------------|-------------------------------|---------------------------|
| Fund Balance, Beginning of Year | \$999,646 | \$1,220,516 | \$1,178,944 | \$1,178,944 | \$1,228,429 |
| Fund Balance, End of Year | \$1,220,516 | \$1,178,944 | \$974,944 | \$1,228,429 | \$1,263,101 |
| Nonspendable | | | | | |
| Prepaid Expenses | - | - | - | - | - |
| Restricted | | | | | |
| Committed | | | | | |
| Capital Projects | 1,159,879 | 1,176,344 | 768,344 | 1,033,501 | 1,260,501 |
| Library Replacements Reserve | 2,600 | 2,600 | 2,600 | 2,600 | 2,600 |
| Encumbrances | - | - | - | - | - |
| Assigned | | | | | |
| Designated Carry Forward | 58,037 | - | 204,000 | 192,328 | 192,328 |
| Subsequent year's expenditures | - | - | - | - | - |
| Unassigned | | | | | |
| | - | - | - | - | - |

The Fiscal Year 2020 year end fund balance is estimated at \$1,228,429. In Fiscal Year 2021 \$350,000 will be transferred from the General Fund in order to fund future purchases in the Replacement Fund.

The committed fund balances are set aside for encumbrances and capital projects. A special reserve has been set aside for library computers. The designated carry forward of \$192,328 is due to outstanding encumbrances as of 9/30/2020 that will be paid in full in Fiscal Year 2021. All balances in this fund are committed and there are no unassigned balances.

Infrastructure Replacement Fund Balance

| | 2018 Actual | 2019 Actual | 2020 Amended Budget | 2020 Projected Year End | 2021 Adopted Budget |
|--|--------------------|--------------------|---------------------------|-------------------------------|---------------------------|
| Fund Balance, Beginning of Year | \$2,486,852 | \$3,632,716 | \$4,413,175 | \$4,413,175 | \$4,378,280 |
| Fund Balance, End of Year | \$3,648,416 | \$4,413,175 | \$4,432,175 | \$4,378,280 | \$5,023,280 |
| Nonspendable | | | | | |
| Prepaid Expenses | | | | | |
| Restricted | | | | | |
| Committed | | | | | |
| Infrastructure Replacements | 3,648,416 | 4,413,175 | 4,432,175 | 4,378,280 | 5,023,280 |
| Assigned | | | | | |
| Designated Carry Forward | - | - | - | - | - |
| Subsequent year's budget | - | - | - | - | - |
| Unassigned | | | | | |
| - | | | | | |

The Fiscal Year 2020 year end balance is estimated to be \$4,378,280. In Fiscal Year 2021, \$1,350,000 will be transferred from the General Fund in order to pay for playground equipment, facility equipment, sidewalks and roadways that require regular replacement. All balances in this fund are committed and there are no unassigned balances.

Pine Tree Roads Fund Balance

| | 2018 Actual | 2019 Actual | 2020 Amended Budget | 2020 Projected Year End | 2021 Adopted Budget |
|--|--------------------|--------------------|---------------------------|-------------------------------|---------------------------|
| Fund Balance, Beginning of Year | \$1,001,086 | \$1,003,977 | \$1,007,480 | \$1,007,480 | \$- |
| Fund Balance, End of Year | \$1,003,977 | \$1,007,480 | \$1,007,480 | \$- | \$1,000,000 |

Nonspendable

-

Restricted

Committed

-

Assigned

-

-

Unassigned

-

The Pine Tree Roads Fund is a Special Revenue Fund that was created in Fiscal Year 2016 when \$1,000,000 was transferred from General Fund reserves in order to fund road reconstruction within the Pine Tree Estates. All balances in this fund are committed. The fund was closed in the Fiscal Year 2021 budget process but has subsequently been opened via a Fiscal Year 2021 mid-year budget amendment.

Park & Community Improvement Fund Balance

| | 2018 Actual | 2019 Actual | 2020 Amended Budget | 2020 Projected Year End | 2021 Adopted Budget |
|--|--------------------|--------------------|---------------------------|-------------------------------|---------------------------|
| Fund Balance, Beginning of Year | \$5,965,401 | \$5,400,612 | \$8,061,573 | \$8,061,573 | \$700,249 |
| Fund Balance, End of Year | \$5,400,612 | \$8,061,573 | \$651,573 | \$700,249 | \$415,249 |
| Nonspendable | | | | | |
| Prepaid Expenses | - | - | - | - | - |
| Restricted | 5,400,612 | 8,061,573 | 651,573 | 700,249 | 415,249 |
| Committed | | | | | |
| Capital Projects | - | - | - | - | - |
| Encumbrances | - | - | - | - | - |
| Assigned | | | | | |
| Designated Carry Forward | - | - | - | - | - |

The Park & Community Improvement Fund is a Special Revenue Fund and all revenue sources are restricted to expenditures for park and community improvements. The Fiscal Year 2020 year end fund balance is estimated to be \$700,249. Approximately \$7.1 million of existing reserves were used to acquire 24 acres of land adjacent to a city-owned 12 acre piece of land. The intent is to build a park on this land at some future time.

Public Safety Improvement Fund Balance

| | 2018 Actual | 2019 Actual | 2020 Amended Budget | 2020 Projected Year End | 2021 Adopted Budget |
|--|--------------------|--------------------|---------------------------|-------------------------------|---------------------------|
| Fund Balance, Beginning of Year | \$1,369,957 | \$1,615,619 | \$1,749,122 | \$1,749,122 | \$1,681,157 |
| Fund Balance, End of Year | \$1,615,619 | \$1,749,122 | \$1,512,572 | \$1,681,157 | \$1,444,607 |
| Nonspendable | | | | | |
| Prepaid Expenses | - | - | - | - | - |
| Restricted | 1,615,619 | 1,749,122 | 1,512,572 | 1,681,157 | 1,444,607 |
| Committed | | | | | |
| Capital Projects | - | - | - | - | - |
| Encumbrances | - | - | - | - | - |
| Assigned | | | | | |
| Designated Carry Forward | - | - | - | - | - |
| Subsequent year's expenditures | - | - | - | - | - |
| Unassigned | | | | | |

The Public Safety Improvement Fund is a Special Revenue Fund and all revenue sources are restricted for capital expenditures for police and fire improvements. The Fiscal Year 2020 year end fund balance is estimated to be \$1,681,157. This is a budgeted fund in Fiscal Year 2021 due to paying debt service for a \$7,000,000 loan that was obtained in Fiscal Year 2014 to construct a new fire station. Current balances in this fund are restricted.

Government & Library Building Fund Balance

| | 2018 Actual | 2019 Actual | 2020 Amended Budget | 2020 Projected Year End | 2021 Adopted Budget |
|--|--------------------|--------------------|---------------------------|-------------------------------|---------------------------|
| Fund Balance, Beginning of Year | \$2,257,800 | \$2,387,034 | \$1,288,594 | \$1,288,594 | \$1,213,031 |
| Fund Balance, End of Year | \$2,387,034 | \$1,288,594 | \$906,069 | \$1,213,031 | \$1,201,631 |
| Nonspendable | | | | | |
| Prepaid Expenses | - | - | - | - | - |
| Restricted | 2,387,034 | 1,288,594 | 906,069 | 1,213,031 | 1,201,631 |
| Committed | | | | | |
| Capital Projects | - | - | - | - | - |
| Encumbrances | - | - | - | - | - |
| Assigned | | | | | |
| Designated Carry Forward | - | - | - | - | - |
| Subsequent year's expenditures | - | - | - | - | - |
| Unassigned | | | | | |
| | - | - | - | - | - |

The Government & Library Building Fund is a Special Revenue Fund and all revenue sources are restricted for government buildings and library infrastructure expenditures. The Fiscal Year 2020 year end fund balance is estimated to be \$1,213,031. This is a budgeted fund in Fiscal Year 2021 due to paying debt service for a \$7,000,000 loan that was obtained in Fiscal Year 2014. Current balances in this fund are restricted.

Policies and Planning

The City of Parkland has created policies and procedures that guide effective government management. Adopting these as formal policies ensures that they outlive staff changes, promoting stability and continuity. The City is currently in compliance with all policies, as summarized in the chart below and in the following details of this section.

| Policy | Purpose | Compliant? |
|---|--|------------|
| Financial Statements | Prepared in conformity with GAAP | ✓ |
| Fund Structure | Separate funds should be used to account for distinct government activities. | ✓ |
| Operating Budget | Adopt an annual balanced budget to impose spending controls on each fund. | ✓ |
| Performance Measurement | Use a Strategic Plan to develop goals and objectives to drive the budget process. | ✓ |
| Fund Balance | Implement the five GASB 54 fund balance classifications and guidelines for using them. | ✓ |
| Operating Reserve | Maintain a reserve of 25% of the General Fund operating budget less transfers and contingency. | ✓ |
| Insurance Reserve | Maintain a reserve for the insurance deductible at 2.5% of total covered property. | ✓ |
| Capital Improvement Program | Adopt a plan with 4 years' of future capital projects, linked to the Strategic Plan. Maintain replacement programs for Infrastructure and Equipment. | ✓ |
| Debt Management | Confine long-term borrowing to capital improvement projects; repay debt within the useful life of the project. | ✓ |
| Debt Service Limit | Must be less than 15% of the General Fund revenues. | ✓ |
| Investment | Use pooled cash and investments to maximize earnings, following guidelines for investing to optimize cash utilization and interest income. | ✓ |
| Procurement | Acquire goods and services following a uniform set of guidelines | ✓ |

Financial Statements

The financial statements of the City of Parkland have been prepared in conformity with Generally Accepted Accounting Principles (GAAP) as applied to governmental units. GAAP include all relevant Governmental Accounting Standards Board (GASB) pronouncements.

Fund Financial Statements

The accounts of the City are organized on the basis of funds, each of which is considered and accounted for as a separate accounting entity. The operations of each fund are accounted for with a separate set of self-balancing accounts that comprise its assets, liabilities, fund balances, revenues, and expenditures.

Policies and Planning

Fund Structure

Funds are organized into three major categories: governmental, proprietary, and fiduciary. Governmental fund types are defined as the following:

General Fund: Used to account for and report all financial resources not accounted for and reported in another fund.

Special Revenue Funds: Used to account for and report the proceeds of specific revenue sources that are restricted or committed to expenditure for specified purposes other than debt service or capital projects. One or more specific restricted or committed revenue sources should be the foundation for a special revenue fund.

Capital Projects Funds: Used to account for and report financial resources that are restricted, committed, or assigned to expenditure for capital outlays, including the acquisition or construction of capital facilities and other capital assets.

Debt Service Funds: Used to account for and report financial resources that are restricted, committed, or assigned to expenditure for principal and interest.

Permanent Funds: Used to account for and report resources that are restricted to the extent only earnings, and not principal, may be used for purposes that support the reporting government's programs.

The accounting and financial reporting treatment applied to a fund is determined by its measurement focus. All governmental funds are accounted for using a current financial resources measurement focus. With this measurement focus, generally only current assets and current liabilities are included in the balance sheet. Operating statements of these funds present increases and decreases in current net assets.

All governmental fund types use the **modified accrual basis of accounting** under which revenue is recognized in the accounting period in which it becomes susceptible to accrual (i.e., when it becomes both measurable and available). "Measurable" means the amount of the transaction can be determined and "available" means collectible within the current period or soon enough thereafter to be used to pay liabilities of the current period. The City considers property taxes as available if they are collected within sixty days after year end. Other taxes, intergovernmental revenues, and interest associated with the current fiscal period are all considered to be susceptible to accrual and so have been recognized as revenues of the current fiscal period. All other revenue items such as fines and forfeitures and licenses and permits are considered to be measurable and available only when cash is received by the City.

Policies and Planning

Major Governmental Funds

- **General Fund** - The General Fund is the principal operating fund of the City and is used to account for all financial transactions except those that are required to be accounted for in another fund.
- **Capital Improvement Projects Fund** - The Capital Improvement Projects Fund is used to account for the acquisition and construction of major capital facilities as well as account for financial resources to be used for the purchase of equipment and the construction of major improvements to City facilities.
- **Park & Community Improvement Fund** - This Special Revenue Fund accounts for revenues and expenditures for capital improvements to City parks and contributions to Broward County schools located in the City.

Non-Major Government Funds

- **Public Safety Improvement Fund** – A Special Revenue Fund to account for revenues and expenditures associated with public safety improvements.
- **Government & Library Building Fund** – A Special Revenue Fund to account for revenues and expenditures set aside for the construction of general governmental buildings and library improvements.
- **Law Enforcement Fund** - A Special Revenue Fund to account for revenues derived from the enforcement of the Florida Contraband Act. Expenditures are restricted to the purchase of law enforcement equipment.

Capital Project Funds

- **Capital Replacement Fund** - Used to account for revenues and expenditures set aside for equipment replacement purchases for City departments.
- **Infrastructure Replacement Fund** – Used to account for revenues and expenditures set aside for the purpose of performing major repairs and replacements of existing real property and facilities.

Fiduciary Trust Fund

The Fiduciary Trust Fund is used to account for assets held by the City as trustee for others. The Police Officers Retirement Plan is used to account for the activities of the City-sponsored plan.

Policies and Planning

Operating Budget

The City adopts an annual operating budget, employed as a management control device, for the general governmental activities of the General Fund, Park and Community Improvement Fund, Public Safety Improvement Fund, Government & Library Building Fund, Capital Improvement Projects Fund, Capital Replacement Fund, and Infrastructure Replacement Fund.

Basis of Budgeting

The basis of budgeting is the method used to determine when revenues and expenditures are recognized for budgetary purposes. In governmental funds, GAAP require recognition of transactions or events on a modified accrual basis of accounting. This recognizes increases and decreases in financial resources only to the extent they reflect near-term inflows or outflows of cash.

Guidelines

The City budgets resources on a fiscal year, which begins October 1st and ends on the following September 30th. A budget calendar is prepared defining timelines for the budget process, workshops, Truth in Millage (TRIM) compliance and Budget Hearings.

Budget Adoption

All funds are required to balance. Total anticipated revenues must equal the sum of budgeted expenditures for each fund. Current revenues must be sufficient to support current expenditures. Section 2-100(6) of the Code of Ordinances, requires submitting an annual budget to the Commission for its consideration. Two public hearings are conducted in September to inform the taxpayers of the adopted budget and tax millage rate.

Budget Amendment

Budget transfers within a department requires approval from the Department Director, the Director of Finance and the City Manager. Budget transfers between programs or departments must be approved by City Commission through an ordinance or resolution. Budget transfers between individual capital projects in the Capital Improvement Projects Fund must be approved by City Commission via resolution. Budget appropriations may be amended after budget adoption. All budget amendments that alter the budget of any fund require City Commission approval.

Policies and Planning

Performance Measurement

The budget process and format shall be performance-based and focused on goals and objectives. Every year the City Commission evaluates the Strategic Plan that identifies the Strategic Goals and Objectives. Each goal has short term challenges and opportunities. Annually, each department shall develop department performance measures that directly support the Strategic Goals and Objectives. Measures should be a mix of different types, including effectiveness, efficiency, demand and workload. Measures should have goals to ensure continuous improvement.

- Workload: Measures the quantity of activity for a department (e.g., number of permits processed).
- Demand: Measures the amount of service opportunities (e.g., total number of calls).
- Efficiency: Measures the relationship between output and service cost (e.g., average cost to process a permit).
- Effectiveness: Measures the impact of an activity (e.g., percent of people who are satisfied).

Reporting Performance

Quarterly summaries on departmental performance measures will be published and distributed.

Fund Balance

The purpose of this policy is to implement Statement No. 54 of the Governmental Accounting Standards Board (GASB). The objective of the Statement is twofold:

- Improve the usefulness, including the understandability, of governmental fund balance.
- Clarify definitions for governmental fund types.

Overview

As adopted in 2012, this policy establishes the criteria for classifying fund balances into specifically defined classifications, defines those parties with authority to express intended uses that result in amounts being assigned to one of the classifications, and the formal action required to establish, modify, and rescind an amount in a classification. It will also define the governmental fund types.

Discussion

The GASB's research indicates the fund balance is one of the most universally used pieces of governmental financial information by a very diverse community of users. In general, the fund balance is examined as part of an effort to identify resources that are liquid and available to finance a particular activity, program, or project.

The GASB's research also revealed an uneven application of the standards of the guiding pronouncements concerning fund balance. The difference of application in practice could be because relevant parts of GAAP are unclear, or because the National Council on Governmental Accounting Statement No.1 is 30 years old. The uneven application of these standards can make it difficult for users to identify the amount of resources that are truly available.

Policies and Planning

Implementation of GASB 54

The classifications of fund balance are:

1. Non-spendable
2. Restricted
3. Committed
4. Assigned
5. Unassigned

The definition of each classification is as follows:

1. Non-spendable – Amounts not in a spendable form, long-term loans and notes receivable, property held for re-sale and amounts that must be maintained intact legally or contractually.
2. Restricted – Amounts constrained for a specific purpose by external parties, constitutional provision or enabling legislation.
3. Committed – Amounts constrained for a specific purpose by adoption of an ordinance from the government using its highest level of decision-making authority.
4. Assigned – For the General Fund, amounts constrained for the intent to be used for a specific purpose by a governing board, body or official that has been delegated authority to assign amounts. For all governmental funds other than the General Fund, any remaining positive amounts not classified as non-spendable, restricted, or committed.
5. Unassigned – For the General Fund, amounts not classified as non-spendable, restricted or assigned. For all governmental funds other than the General Fund, only as a deficit as a result of amounts expended in excess of resources that are non-spendable, restricted, committed or assigned.

Authority to constrain amounts

The definitions of the classifications describe in general terms who has the authority to constrain amounts. This section will specifically describe the level of authority required for each classification.

1. Non-spendable – Amounts are classified as non-spendable by their form, and are not constrained by any authority's action. These include inventories and prepaid expenditures.
2. Restricted

Constraints placed on the use of resources by external parties such as:

- Creditors, i.e., through debt covenants
- Grantors
- Contributors
- Laws or regulations of other governments

Constraints imposed by law through constitutional provisions or enabling legislations, such as:

- Enabling legislation authorizes the government to assess, levy, charge, or otherwise mandate payment of resources and includes a legally enforceable requirement that those resources be used only for the specific purposes stipulated in the legislation.
- Enabling legislation can have legal enforceability by an external party to use resources only for the purposes specified by the legislation.

3. Committed – Constraints placed by the City Commission by the adoption of an ordinance.
4. Assigned – The City Commission or the City Manager are authorized to assign amounts.

Policies and Planning

Procedures to constrain amounts

The processes through which amounts are committed or assigned are as follows:

1. Committed – Amounts are committed by acts of the City Commission in the form of an ordinance, stating the amount and purpose. An ordinance would also be required to modify or rescind the specified use or amount.
2. Assigned – Amounts are assigned by acts of the City Commission or the City Manager. This act would be in the form of a resolution or a written request. Any modifications or a rescission would be in a written notification to the City Manager.

Order of spending

In circumstances where an expenditure is made for a purpose for which amounts are available in multiple fund balance classifications, the amounts would be spent as follows:

- First, from the Restricted Fund Balance;
- Second, from the Committed Fund Balance;
- Third, from the Assigned Fund Balance;
- Fourth, from the Unassigned Fund Balance.



Policies and Planning

Stabilization/Operating Reserves

Many governments have formal arrangements to maintain amounts for budget or revenue stabilization, working capital needs, contingencies or emergencies and other similar purposes. These are subject to controls which dictate the circumstances under which they can be spent.

Stabilization arrangements are established by a resolution of the City Commission. The resolution shall include the following:

- Define in detail the amount(s) to be set aside;
- Define the specific circumstances under which stabilization amounts may be expended;
- These amounts would be reported under the Committed classification in the Fund Balance.

The specific circumstances mentioned above would not be expected to occur routinely. The stabilization arrangement would be used in lieu of establishing a minimum fund balance policy.

The City's current policy is to maintain a stabilization/operating reserve of 25% of the General Fund Operating budget less transfers and contingency. The operating reserve is in addition to any contingency in the General Fund Budget. The Fiscal Year 2021 contingency is \$150,000.

A variety of factors were considered in determining the appropriate level of stabilization/operating reserve in the General Fund. Major circumstances include economic stabilization for unforeseen economic conditions and potential national disasters (hurricanes) that could affect our area.

| | |
|---|--------------------|
| General Fund Operating Budget | \$41,733,000 |
| Less: Transfers | (\$1,700,000) |
| Less: Contingency | (\$150,000) |
| Total | \$39,883,000 |
| Fiscal Year 2021 Reserve Requirement 25% of \$39,883,000 | \$9,970,750 |

**1% of this reserve is designated for tree replacements*

Parkland's reserve is three (3) months of operating expenses. The stabilization/operating reserve balance is conservative but necessary. The overall budget size determines this. The reserve balance should be inversely proportional to total budget size. Smaller governments are more susceptible to economic changes and, therefore, require a larger stabilization/operating reserve. Another determining factor is unexpected weather-related events. South Florida is vulnerable to hurricanes and past experience substantiates the need for appropriate reserves.

During Fiscal Year 2017, the City utilized \$780,000 of its stabilization reserve to cover the costs related to Hurricane Irma. For Fiscal Year 2018, the City used an additional \$850,000 to cover Hurricane Irma debris removal costs. The stabilization reserve has been replenished as FEMA has reimbursed the City for its costs.

Unassigned fund balance will be used for the following:

- Meeting future capital needs;
- Reducing debt service costs;
- Offsetting difficult economic times;
- Providing for emergency situations.

Policies and Planning

Insurance Deductible Reserve

The City's current policy is to maintain an insurance deductible reserve. In the event of a natural disaster, the reserve will be used to pay its 5% deductible on damaged property without affecting current operations. Since it is unlikely that all property will be fully damaged in a natural disaster, the current reserve is 2.5% of the total covered property.

| | |
|----------------------|--------------|
| Covered Property | \$30,000,000 |
| Reserve Requirement | |
| 2.5% of \$30,000,000 | \$750,000 |
| | |

Capital Improvement Program Policy

The City shall adopt an annual Capital Projects Plan which includes four (4) years of future capital. All capital projects will be linked to the City's Strategic Plan. Costs that are greater than \$25,000 require further explanation on how the project benefits the City's Strategic Goals, how the project costs were calculated and what the projects alternatives are. Additional operating costs shall be calculated for all projects. These are new costs that will impact the operating budget. This could include offsetting revenue/income that would be generated from the project.

The City will determine the most prudent financial method for acquisition of new capital. When possible the City shall use cash reserves to purchase capital.

Guidelines

A capital improvement project is defined as a major construction, expansion/renovation, purchase, or major repair/replacement of buildings, streets or other physical structure which has an estimated cost of \$5,000 or more and a life of at least three years.

The City shall establish and maintain equipment and facilities replacement programs. This allows for perpetual funding of fleet, equipment, computers, printers and facilities maintenance related items. Funding for these programs will be made through transfers of designated available reserves. A separate Capital Replacement Fund and Infrastructure Replacement Fund are established and they maintain a Designated Fund Balance to ensure future funding.

The following replacement programs are established:

- Ten-Year Fleet Replacement Program
- Ten-Year Computer Replacement Program
- Infrastructure Replacement Program

Policies and Planning

Debt Management Policy

- The City will confine long-term borrowing to capital improvement projects.
- When the City finances capital projects by issuing debt, it will repay the debt within a period not to exceed the expected useful life of the project.
- Where possible, the City will use revenue bonds instead of general obligation bonds.
- The City will follow a policy of full disclosure on every financial report and bond prospectus.
- The City will utilize the form of borrowing that is most cost effective, including not just interest expense, but all other associated costs.

Debt Service

The City of Parkland prides itself on paying for the majority of its capital items with available fund balance but will prudently take advantage of low interest rates. The City's total current debt issue obligation is \$17,000,000 which consists of the following:

- SunTrust Loan totaling \$7,000,000.
- Bank of America Note totaling \$10,000,000.

At the beginning of Fiscal Year 2014, the City received a \$7,000,000 loan to finance construction of the Western Fire Station and the final phase of Pine Trails Park. This loan has a payback period of 15 years with a maturity date of 2028 and is secured by the City's non-ad valorem revenue.

The Bank of America Note was issued to finance Terramar and Pine Trails Park projects with a payback period of 20 years and has a maturity date of 2025. The payment of these notes is secured by the City's Half-Cent Sales Tax and Electric Utility Tax

During Fiscal Year 2016, the City used existing cash reserves of approximately \$1,700,000 to pay off the City's Florida Municipal Loan Council Series 2005D debt obligation. The City saved approximately \$400,000 by paying off the debt early.

The outstanding balance as of September 30, 2020 will be approximately \$7,648,381.

| | \$10,000,000 Bank of America | | | \$7,000,000 SunTrust Bank | | | |
|---------------|------------------------------|-----------|-----------|---------------------------|-----------|-----------|--------------------|
| Calendar Year | Principal | Interest | Total | Principal | Interest | Total | Total Debt Service |
| 2020 | \$584,469 | \$134,956 | \$719,425 | \$451,000 | \$126,666 | \$577,666 | \$1,297,091 |
| 2021 | 607,821 | 111,604 | 719,425 | 463,000 | 114,083 | 577,083 | 1,296,508 |
| 2022 | 631,706 | 87,719 | 719,425 | 476,000 | 101,165 | 577,165 | 1,296,590 |
| 2023 | 565,530 | 62,895 | 719,425 | 490,000 | 87,885 | 577,885 | 1,297,310 |
| 2024 | 682,217 | 37,208 | 719,425 | 503,000 | 74,214 | 577,214 | 1,296,639 |
| 2025 | 530,107 | 10,278 | 540,385 | 517,000 | 60,180 | 577,180 | 1,117,565 |
| 2026 | | | | 532,000 | 45,756 | 577,756 | 577,756 |
| 2027 | | | | 546,000 | 30,913 | 576,913 | 576,913 |
| 2028 | | | | 562,000 | 15,680 | 577,680 | 577,680 |

Policies and Planning

Debt Service Policy

The City shall review its outstanding debt annually. The financing term of capital projects should not exceed the average useful life of the project that is financed. These projects shall be major projects and shall be financed only when unreserved fund balance is not available.

Debt service payments will be funded through the General Fund, Fire Impact Fees, Park Impact Fees, and Government & Library Impact Fees. Revenues shall be identified and appropriated for all interest and principal payments.

The General Fund Intergovernmental Revenues shall be greater than or equal to the debt service.

When required, the City shall use special assessments when those benefiting from the improvements will bear all or part of the cost of the project.

Debt Service Limitation

The City has instituted a Debt Service Limitation that all debt service payments must be less than 15% of the General Fund Revenue Budget, excluding Operating Transfers In and Use of Reserves. This limitation is continually evaluated to ensure the City is able to meet its present and any potential future debt service payments. Below is a calculation that demonstrates the City's compliance with this limitation.

Debt Service Limit Policy

| | |
|--|--------------|
| Fiscal Year 2021 General Fund Revenue Budget | \$41,733,000 |
| Less: Prior Year Carryover | (487,370) |
| Less: Transfers In | (532,950) |
| Total | \$40,712,680 |
| Debt Service Limitation (15% of Total) | \$6,106,902 |
| Fiscal Year 2021 Debt Service Payment = compliant | \$2,497,750 |

Future Debt

Pending the results of an upcoming parks master plan, the City is anticipating issuing debt in Fiscal Year 2021 to fund the development/redevelopment of City parks. While the terms and interest rate have not been determined, approximately \$1.5 million in additional principal and interest costs have been included in the five-year forecast starting in Fiscal Year 2021.

Policies and Planning

Procurement Policy

The purpose of these purchasing regulations is to provide a uniform means of acquiring goods and services in a manner which:

- Protects the interests of taxpayers;
- Ensure qualified vendors have access to the municipal market on a fair and equitable basis;
- Applies to all purchases of the City irrespective of the source of funding, except as otherwise provided by Federal or State law, regulations, and guidance, and;
- Provides guidelines to user departments.

The Purchasing Department shall serve as the purchasing gateway to provide assistance and technical expertise in purchasing procedures, and to ensure that user departments understand and comply with established budgetary, purchasing and accounting procedures for overall internal control. No City employee shall order goods or services without the required authorization, funding and purchasing/finance documents. The procurement policy was amended in 2019.

Procedures

- Payment for the goods and services shall be made using a Purchase Order or a Procurement Card unless the item is a Capital Asset;
- When using a procurement card, the procurement requirements shall not be artificially divided so as to constitute a small purchase;
- All purchases of Capital Assets require a Purchase Order;
- Capital (Fixed) Asset is when the dollar amount to be capitalized is a unit cost of \$1,000 or greater and useful life exceeding two years. Fixed Assets include equipment, computers, furniture and vehicles;
- Purchases up to \$5,000 - Department heads have authorization to purchase goods and services up to five thousand dollars (\$5,000.00) for a single purchase, without the use of a competitive bidding process, subject to a valid, current appropriation for the item(s) to be purchased;
- Purchases of \$5,000 and up to \$10,000 - May be awarded where a minimum of three (3) written quotes have been obtained prior to contractor selection. Written authorization must be provided to the Director of Purchasing or designee in the form of a purchase order. Purchases above \$5,000 and up to \$10,000 need not be administered by the Purchasing Department. The procurement for goods and services shall not be artificially divided to fall within the purchase threshold so as to circumvent any competitive bidding requirements. Award shall be made to the lowest, responsive and responsible bidder.
- Purchases of \$10,000 and up to \$50,000 - Must have a minimum of three (3) written price quotes. Purchases above \$10,000 and up to \$50,000 shall be administered by the Purchasing Department. The procurement for goods and services shall not be artificially divided to fall within the purchase threshold so as to circumvent any competitive bidding requirements. Award shall be made to the lowest, responsive and responsible bidder. Written contracts may be executed by the city manager or designee.
- Purchases of \$50,000 or more - Require a competitive solicitation process, except for purchases defined as exempt purchases or emergency purchases. Purchase requisition must be approved prior to procurement of goods and services exceeding \$50,000. Procurement of goods or services from the same vendor exceeding the aggregate sum of fifty thousand dollars (\$50,000) per annum or one hundred fifty (\$150,000) on a multi-year basis shall not be permitted unless the acquisition is first approved by the City Commission.

Policies and Planning

Projects Coordinated with Other Governmental Entities

If the City undertakes a project in conjunction with another governmental entity the City Commission may decide to award a contract without the necessity of a competitive bid where the following circumstances exist:

- The project is in coordination with another governmental entity;
- The project is on property owned by the City of Parkland or owned by another governmental entity;
- The other governmental entity, which is participating in the project, recommends a particular contractor or supplier based upon prior direct experience with that contractor or the contractor or supplier has recently provided a similar service or product to another governmental entity;
- The total cost of the improvements to the city is less than three million dollars (\$3,000,000).

Competitive Bids/Proposals

All purchases and contractual services that exceed \$50,000 shall be purchased by a formal written contract from the lowest responsive bidder after due notice inviting bids. The bids will be presented to the City Commission for acceptance or rejections.

Professional Services - Consultants Competitive Negotiations Act (CCNA)

The City complies with Section 287.055 F.S., known as the Consultants Competitive Negotiation Act (CCNA). Under the CCNA, a public announcement for professional services is published in a newspaper with general circulation, on the City webpage and on DemandStar. Respondents are required to submit a full statement of their qualifications.

Purchase Orders and Contracts

A purchase order will be issued for all purchases and serves as a binding contract between the vendor and the City. In addition, a formal contract may be required for services and construction projects.

Investment Policy

Cash and investments of each fund, except certain investments, are accounted for in pooled cash and investment accounts with each fund maintaining its proportionate equity in the pool accounts. The use of pooled cash and investment accounts enables the Commission to invest idle cash for short periods of time, thereby maximizing earnings potential. Income earned from this pooling of cash and investments is allocated to the respective funds based upon average monthly proportional balances. All funds are generally invested in either Money Market cash accounts with TD Bank, Florida Local Government Investment Pools or Florida's State Board of Administration. Investments shall be managed to optimize cash utilization to generate and enhance interest income opportunities. The investment policy was amended in 2010.

Strategic Planning and the Budget Process

Since 2004, the City of Parkland has engaged in an annual strategic planning process to direct the prudent use of City resources to accomplish goals and objectives established by the City Commission. Each strategic plan has resulted in a document that provides the community with a clear vision of where Parkland is headed and policy direction for the City Manager and staff. While the mission and core beliefs have changed only slightly since 2004, they are periodically reviewed to ensure they continue to reflect the long-term direction of Parkland.

Fiscal Year 2021 required a more focused approach due to the COVID-19 pandemic and formal strategic planning did not occur. Parkland City Commissioners, the City Manager, City Attorney, City Clerk, and Department Directors gathered in a fiscal guidance workshop on June 17, 2020 to provide policy leadership regarding public finance and public services during a time of great uncertainty. Initial direction was provided on the budget and upcoming capital purchases.

Strategic Plan

The values and features which define our City, the mission of City government, the values and core beliefs of City government and quality of life strategies have been developed to aid in the creation of the Strategic Plan and continue to be relevant even during this time of financial distress.

The **mission statement** provides the purpose of the organization. It gives a rationale for programs that are carried out by the organization and guides the prioritization of opportunities. Parkland's mission is

To provide quality services, while protecting the community's unique character and natural environment, adding value to our residents lives and advocating to protect community interest.

The **core beliefs** express the values of the organization that drive the goals and strategic objectives, as well as providing staff with guidance on how services are to be provided:

- Customer Service
- Efficient and Quality Results
- Integrity
- Responsibility and Accountability
- Proactive
- Teamwork

Goals are broad, high-level ideas that state the direction the organization will move and the desired outcomes that will be achieved. Goals provide the "why" of the specific actions the agency takes.

For each goal, a number of **strategic objectives** are identified that further define the intention of the goals. Strategic objectives are the means to achieve multi-year goals, and generally are focused on specific issues or needs.

Strategic Planning and the Budget Process

Quality of Life Experiences

1. Community Character

Goal: Improve and enhance the City's infrastructure

Goal: Prepare City regulations and standards for any potential annexation requests

Related High Priority Actions:

- Engage in annexation and land assembly.
- Move forward with Comprehensive Plan amendments that would prepare the City for potential annexations.

2. Safety

Goal: Maintain a safe community

Related High Priority Actions

- Hire a public safety coordinator.
- Continue law enforcement services provided by BSO on an interim basis (2 years + 2-year extension)
- Conduct quarterly trust and confidence surveys regarding law enforcement services and establish performance measures.
- Create a Police Explorer program.

3. Mobility and Accessibility

Goal: Improve and enhance the City's transportation infrastructure

Related High Priority Actions

- Proceed with development of a roundabout at University Drive and Old Club Road.

4. Opportunity

Goal: Maintain the capacity for Parkland youth to attend schools located in Parkland

Related High Priority Actions

- Support community efforts for boundary changes that would benefit Parkland students.

5. Play

Goal: Continue to be a pre-eminent City for parks and recreation programs

Related High Priority Actions

- Develop a master plan for recreation that addresses programs, facilities, and spaces (owned or potentially owned) including connectivity of trail system.
- Actively engage in purchase of 24+ acres next to the 12 acres the City owns on Hillsboro Boulevard. - Create a business plan for the purchase and potential uses of the Beaty house, including revenue projections.

6. Information and Recognition

Goal: Foster a more fully informed community that strengthens community character

Related High Priority Actions

- Develop a joint branding/marketing plan with a simultaneous communications plan.
- Move forward with phasing of wayfinding/signage program in concert with the branding/communication plan.
- Schedule a State of the City presentation in concert with a regular City Commission meeting.

Strategic Planning and the Budget Process

Community Engagement Strategy

Goal: Utilize community resources and expertise to further the Strategic Plan

Intergovernmental Collaboration Strategy

Goal: Actively collaborate with other public entities on topics of common interest

Efficient and Effective Government Strategy

Goal: Effective governance and internal communications

Policy Leadership Strategy

Goal: Provide leadership and direction to fulfill the strategic plan

Vision

Parkland is a compassionate community united by our diverse lifestyles and supported by our family-friendly, kind, and peaceful suburban setting. We are committed to enhancing the quality of life in our City with superior community amenities and services. Parkland is a place to establish your roots and a place you will now call home.

Budget Preparation/Development

February-March

The budget process begins by creating the new Fiscal Year in the Financial Operating System. All schedules are updated and a budget manual is created for each department. The manual includes a performance budget, staffing/salary details, line item budget details, capital improvement program, replacement programs and the Strategic Plan. Each Department Director is instructed to justify all expenditure changes for the upcoming year. The annual five-year financial forecast is prepared.

April-June

City Commission and Department Directors attend the Strategic Planning Workshop. The Strategic Plan is reviewed, discussed and updated. The five-year financial forecast, five-year capital project list and citizen survey are valuable tools used during the workshop.

June

The Finance Department reviews all budgets with each Department Director, ensuring there is alignment with the Strategic Plan. Capital Improvements are evaluated and funded according to the Strategic Plan. The Estimate of Assessed Value is provided by the Property Appraiser's Office. Finance prepares all numbers and updates the City Manager with the financial position and the upcoming proposed budget.

July

On or before July 1st, the Certificate of Taxable Value is received from the Property Appraiser's Office. This determines the amount of ad valorem tax revenue the City will collect. The Proposed Budget is presented to the City Commission. The Commission sets the proposed maximum millage rate and the first Public Hearing for the Fire and Solid Waste Assessments occurs.

Strategic Planning and the Budget Process

August

The City prepares notification to the Property Appraiser of the proposed millage rate and TRIM notices are sent out. The City Commission holds a Budget Workshop. The City has one (1) resident budget workshop.

September

The first Public Hearing of the Budget/Millage Rate Adoption and the second Public Hearing for the Fire and Solid Waste Assessments are conducted. Later that month the Final Public Hearing for the Adopted Budget and Millage Rate conclude the process. The two Public Hearings adopting the budget establish the legal authority to incur expenditures.

Amending the Budget

If during the adopted Fiscal Year expenditures exceed the budget, the adopted budget may be amended as follows:

- Transfers within a department requires approval from the requesting Department Director, Director of Finance and the City Manager's approval.
- Transfers between programs or departments require City Commission approval.
- Budget adjustments that transfer monies from fund to fund require City Commission approval.
- Year-end budget amendments to increase/decrease the budget must be complete within two (2) months of the fiscal year end.

Budget Monitoring/Control

The budget is monitored on an ongoing basis to track variances between actual and budgeted amounts. Significant variances are evaluated and compared to prior years. Adjustments will be made to expenditures if revenues are showing a downward trend.

Citizen Survey

Executive Summary

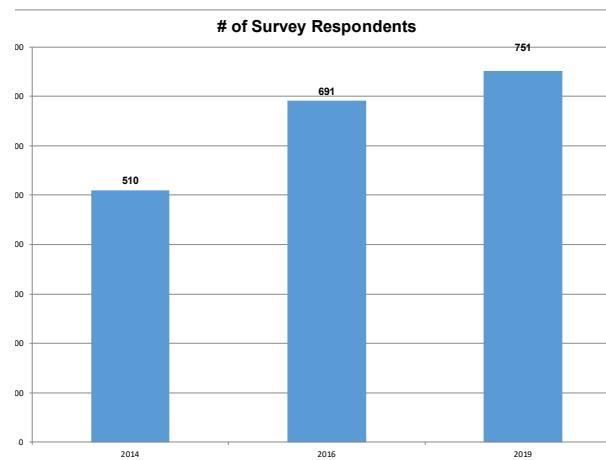
Parkland's Citizen Survey was conducted in April 2019. After the events of February 2018, the citizen survey was redesigned to get a better gauge on the future of the City. Due to the survey redesign, most questions will not have comparable data from previous surveys. Therefore, as applicable, only results from the current survey will be presented.

The survey was developed online, and residents were notified via email, email blast, the City website, and City banners. The survey was used to gather the opinions of Parkland residents regarding how they felt about the City's recreational offerings, public safety, and potential commercial development within the City. Beyond just rating how they felt about these topics, many questions also provided an "Additional Comments" section, allowing residents to address specific concerns not directly covered in the survey itself.

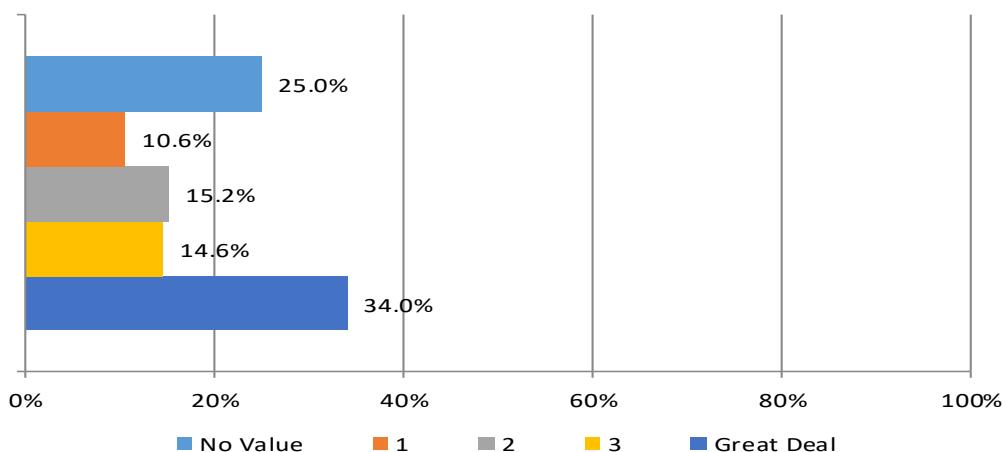
Demographics

A total of 751 Parkland residents participated in the April 2019 survey, compared to 691 in 2016 and 510 in 2014. The table below gives a snapshot of how long the respondents have lived in Parkland.

| Lived in Parkland | % of Respondents |
|--------------------|------------------|
| Less than 1 year | 6.5% |
| 1 - 3 years | 14.6% |
| 4 - 5 years | 15.0% |
| 6 - 10 years | 17.1% |
| 11 - 15 years | 13.7% |
| 16 - 20 years | 15.7% |
| 21 - 25 years | 9.5% |
| More than 25 years | 7.9% |

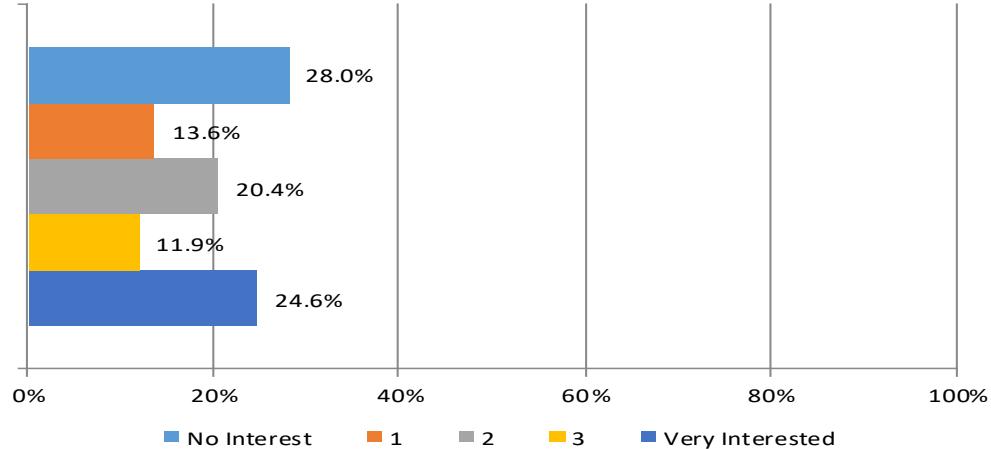


How much value would it add to your life to have a more diverse set of retail businesses in Parkland to provide basic services to residents such as restaurants, medical, and professional office space?

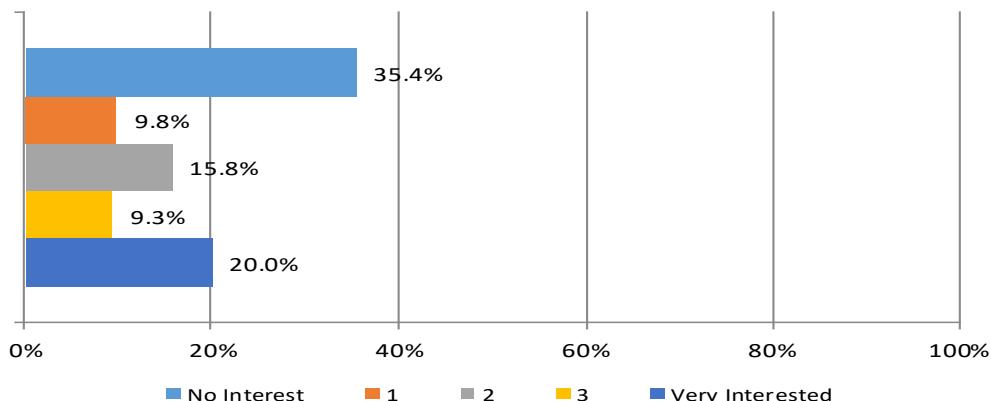


Citizen Survey

How interested would you be in sports programs for adults in addition to programs for youth?



How interested would you be in recreational programs for seniors?



The City puts on many special events throughout the year including concerts, holiday-themed events, and the Farmers' Market. What suggestions would you give for future events?

| | |
|-----------------|-------|
| Concerts | 20.8% |
| Movies | 2.8% |
| Carnivals | 10.6% |
| Scavenger Hunts | 4.0% |
| Shows | 7.7% |
| Cultural Events | 13.7% |
| Festivals | 25.8% |
| Tournaments | 3.7% |
| Lectures | 5.0% |
| Other | 5.9% |

Would you like to see enhancements to the City Parks?

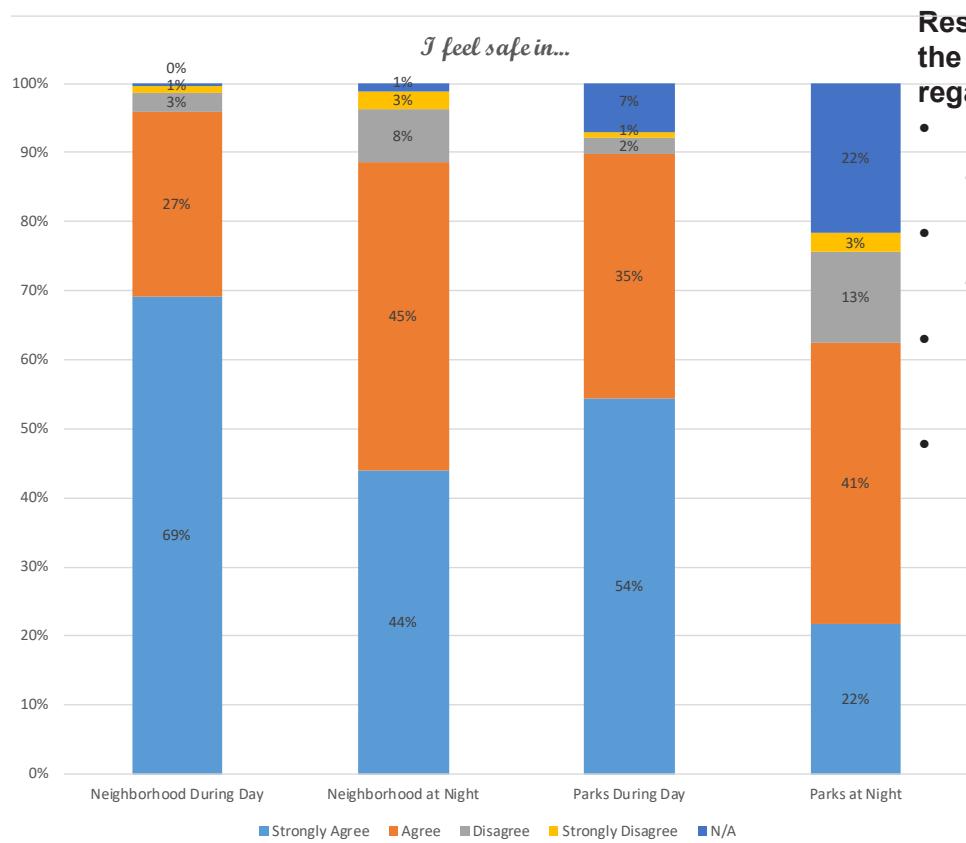
Yes 56.3%
No 44.7%

If yes, select your number one priority.

| | |
|--------------------------------|-------|
| Add'l Multi-Purpose Fields | 18.1% |
| Add'l Baseball/Softball Fields | 4.0% |
| Add'l Basketball Courts | 3.1% |
| Add'l Pickleball Courts | 7.3% |
| Add'l Playgrounds | 25.9% |
| Add'l Tennis Courts | 4.2% |
| Add'l Picnic Shelters | 16.2% |
| Other | 21.2% |

"Other" options noted: More nature trails, better bike paths, enhanced field maintenance

Citizen Survey



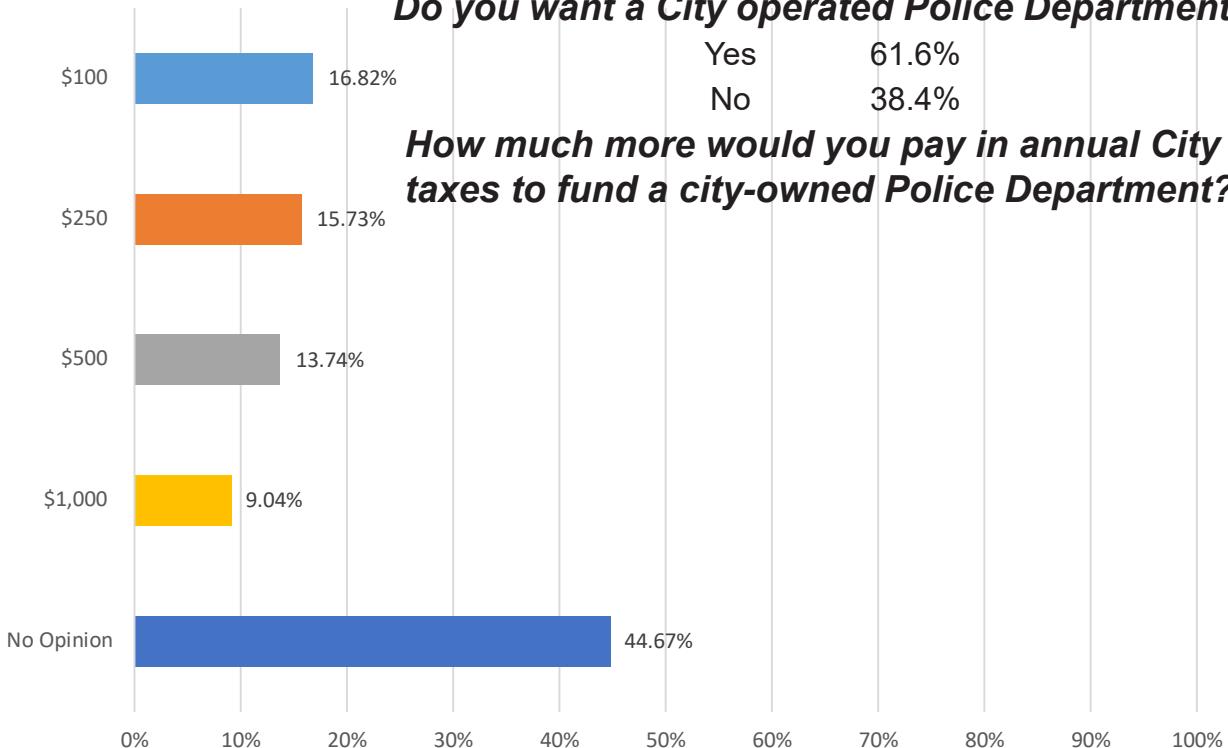
Residents were asked the following questions regarding safety:

- *Do you feel safe in your neighborhood during the day?*
- *Do you feel safe in your neighborhood at night?*
- *Do you feel safe in City parks during the day?*
- *Do you feel safe in City parks at night?*

Do you want a City operated Police Department?



How much more would you pay in annual City taxes to fund a city-owned Police Department?



Note: Subsequent to the City Survey, based on the recommendations from Center for Public Safety Management, LLC, the City Commission chose to extend the City's contract with Broward Sheriff's Office for an additional two (2) years.

Environmental Trend

Land Development

In 2007, House Bill 1315 approved the transfer of a 1,949 acre, wedge shaped property located between County Line Road and Loxahatchee Road from Palm Beach County to Broward County. Parkland desires that all future development of these lands be in a manner which is consistent and compatible with the existing development and will be of the same high quality and overall density as the existing community.

New single-family housing construction began in the Wedge in 2012. Since that time, approximately 2,800 new homes have been built. The City is anticipating solid housing growth for the next four (4) years as the City approaches build-out. Approximately 1,100 new homes will be built during this time period.

Livable Communities and Neighborhoods

The City currently has six (6) housing developments within the Wedge. Below is a brief description of each development.

- Parkland Golf & Country Club is a 790 acre private community built around an 18-hole championship golf course. Parkland Golf & Country Club features 3-6 bedroom single-family homes ranging in size from 2,572 to 5,847 square feet of air conditioned space. The community is nearly 100% built-out with approximately 860 homes. Home prices currently start in the mid \$700,000's and go upwards of over \$1,000,000.
- Cascata at MiraLago is a community built around Parkland's largest lake featuring 3-6 bedroom single family homes ranging in size from 2,151 to 4,735 square feet of air conditioned space. The community is nearly 100% built-out with approximately 520 homes and 230 townhomes. Home prices range from the \$540,000's to the \$800,000's.
- Watercrest at Parkland is a community built around a lake featuring 3-6 bedroom single family homes ranging in size from 2,022 to 5,691 square feet of air conditioned space. This community is 100% built-out with nearly 590 homes. Home prices range from the \$550,000's to the \$800,000's.
- Four Seasons at Parkland is a 55+ active adult community currently being developed on approximately 230 acres of land. A total of 538 single family homes have been approved for this community. Home prices range from the \$480,000's to the \$800,000's. Approximately 170 homes have been completed thus far. The remaining homes will be built in the next 5-6 years.
- Parkland Bay is a brand new community being developed on 420 acres of land. Approximately 550 new single family homes, ranging in size from 2,250 to 6,630 square feet of air conditioned space will be built over the next 4 to 5 years. Home prices range from the \$530,000's to over \$1,000,000. Construction began in late 2017 with approximately 190 homes built to date.
- The Falls of Parkland is a 55+ active adult residential community being developed on 149 acres of land located at 7240 Loxahatchee Road. This property has been rezoned for 455 home sites that will consist of 349 single family homes and 106 attached villas. The model row homes have been constructed.



Environmental Trend

Roadways and Mobility Plan

As the new development has added new residents in the Wedge area, road congestion has been an issue. During 2015, University Drive was extended from Hillsboro Boulevard north to connect with Loxahatchee Road. This connection has eased some of the east-west traffic issues related to the growth in the Wedge. As additional residents move into the communities previously mentioned, the east-west corridor of Loxahatchee Road will become strained. A joint project with the City, the Florida Department of Transportation (FDOT) and Broward MPO will help to ease the flow of traffic.

Public Utilities & Drainage Infrastructure

All new development can be adequately serviced for necessary utilities including, but not limited to, potable water, sanitary sewer, reclaimed water and storm water drainage, through standard infrastructure upgrades and development agreements negotiated with the utility service providers. The utilities and drainage services will be provided through North Springs Improvement District (NSID) or Parkland Utilities.

Schools

As growth continues in the Wedge additional students will be attending Parkland schools. At the current time, the City's schools are near capacity or over capacity. It has always been the City Commission's desire that Parkland students attend Parkland schools. The Broward County School Board does not have any current plans to build any new schools within the City limits of Parkland. During the 2017-2018 school year, modular classrooms were opened at Park Trails Elementary School and Heron Heights Elementary School and a 24 classroom addition was opened at Riverglades Elementary School. In September 2018 the City Commission granted a Special Exception Approval permit to allow a kindergarten through eighth grade (K-8) public charter school to be built at the northwest corner of University Drive and Hillsboro Boulevard. This charter school is currently under construction and is slated to open in the next year.

Public Safety

As growth continues in the City, a new Advanced Life Support Rescue Unit was purchased for Fire Station 42 in Fiscal Year 2019. This included full staffing for this new rescue unit. Additionally, Fire Station 42 was expanded to accommodate the growth in the 55+ plus communities and the Allegro Assisted Living Facility.

During Fiscal Year 2019, the agreement with Broward Sheriff's Office added funding for six (6) additional school resource officers and additional management/support staff from BSO. As the City continues to grow, new sheriff deputies may be added to the current contract with the Broward Sheriff's Office. For Fiscal Year 2020, based on the recommendations from Center for Public Safety Management, LLC, the City Commission decided to extend the contract with BSO through September 30, 2021, with an option to renew for one three (3) year term.



Environmental Trend

Economic Analysis

The State of Florida, by Constitution, does not have a State personal income tax and therefore the State operates primarily using sales, gasoline, and corporate income taxes. Local governments rely on property taxes and a limited variety of permitted other taxes such as utility taxes, sales and gasoline taxes, and fees such as business taxes and franchise fees to support their governmental activities.

During Fiscal Year 2020, the world was hit by the COVID-19 pandemic and civil unrest, the effects of which will have far-reaching implications to public health, municipal services, police services, and local economies that we are only beginning to comprehend. A sustained shutdown of all normal activities was put in place to contain the spread of the virus. South Florida being one of the hotspots had "shelter-in-place" orders in effect for nearly three months. The blow to the economy is yet to be fully determined, however the sustained shutdown is sure to cause many businesses to fail, leading to a ripple effect to be felt for years to come.

There are many uncertainties associated with the financial outlook for the City. The May 2020 Bloomberg Economists Survey of 70 of the nation's economists had such extreme forecast variances it was clear that most predictions are just wild guesses. The Fiscal Year 2021 Budget was prepared under forecasting conditions that whipsawed expectations up and down on a daily basis. The only thing that was certain was that no one could predict what was to come next.

Florida Consumer Sentiment Index



Source: Florida Bureau of Economic and Business Research, June 2, 2020

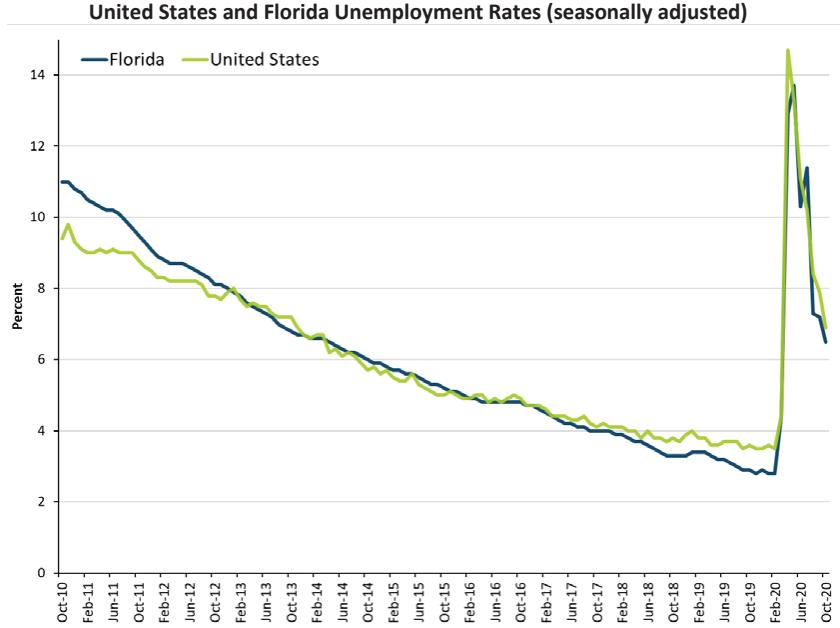
Consumer spending is one of the most important driving forces behind economic growth, so tracking consumer views about the future can help guide forecasts. According to Hector H. Sandoval, Director of the Economic Analysis Program at University of Florida's Bureau of Economic and Business Research, "Consumer confidence seems to have leveled off after the unprecedented declines observed in the past two consecutive months as a result of the economic-induced coma in response to the COVID-19 outbreak." The faster consumer optimism rises and spending increases, the sooner the economy will recover. However, there is a threat of a second wave of coronavirus that could potentially lead to another shutdown and derail economic growth.

Environmental Trend

Unemployment

The shutdown due to COVID-19 immediately resulted in a ninety-degree turn in the unemployment rate. The number of jobs in Florida in April 2020 was 7,910,200 which was 1,010,500 jobs less than a year ago with the leisure and hospitality industry losing the most (-520,200 jobs.) This put the unemployment rate (not seasonally adjusted) for the state at 13.3% for April 2020, compared to 2.9% a year ago. The US unemployment rate was 14.4% for the same period. Local Area Unemployment for the Fort Lauderdale Metropolitan Division was 14.5% for April 2020 compared to 2.8% a year ago.

Source: U.S. Florida Dept. of Economic Opportunity, Bureau of Workforce Statistics and Economic Research

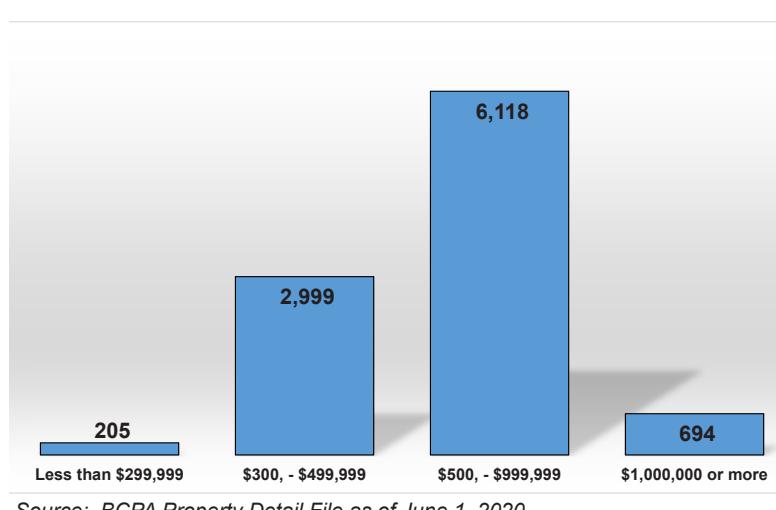


Housing

The City of Parkland is a suburban, semi-rural community with 83% of the City's land use designated as residential. While not being too reliant on commercial properties may insulate the City from the early impacts of the economic downturn, the longer-term impact on home ownership needs to be closely watched. The current homeownership rate in Parkland is 84%, with only 16% of the housing occupied by renters according to the 2018 American Community Survey (ACS) 5-Year estimates. As businesses fail and jobs are lost as a result of the COVID-19 pandemic, homeowners may struggle to keep their homes. The City may see reductions in property tax revenues if foreclosures begin to rise and home values decrease.

In 2019, overall home prices rose 4% according to the Florida Realtors Association, and home prices have continued to rise with demand still outstripping supply. As of April 2020 Broward County home values rose by 6.1% year-over-year to a median sale price of \$382,000 for the County.

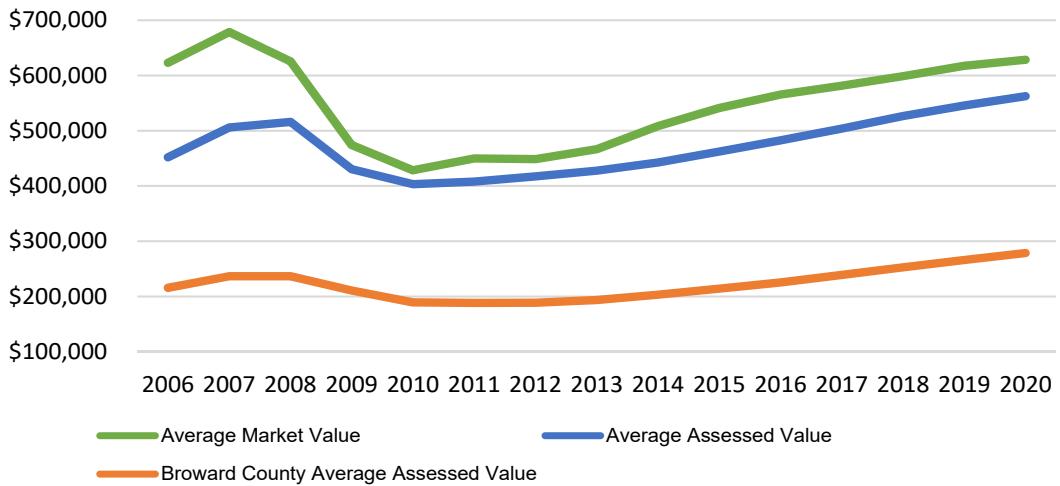
However, Broward County is among the most vulnerable counties in the nation to a housing downturn from a COVID-19 recession according to a study by Irving, California-based company ATTOM Data Solutions. The study considered foreclosure filings in the fourth quarter of 2019, the percentage of houses with mortgages exceeding their values, and low wages relative to housing costs for 483 counties in the United States. These factors ranked Broward County at 33 for most at risk; Miami-Dade ranked 111 and Palm Beach ranked 166.



Source: BCPA Property Detail File as of June 1, 2020

Environmental Trend

Average Values for Parkland Single Family Homes

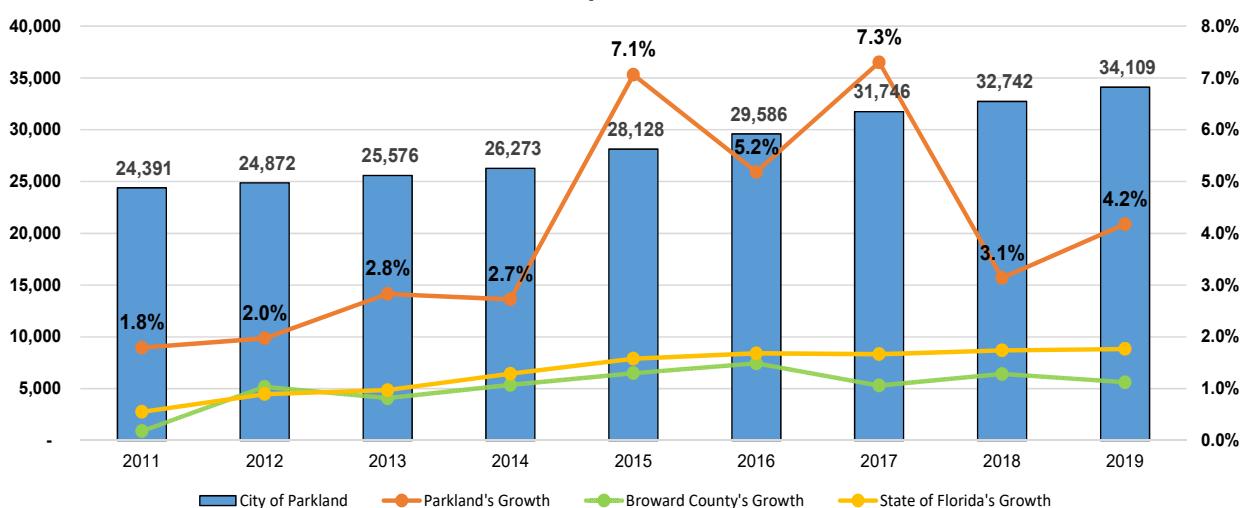


Source: BCPA.net Average Values for Single Family Homes

Population

Population is Florida's primary engine of economic growth and many of the revenues the City receives from the State are based on the City's share of the population in relation to Broward County. Florida is the third most populous state, behind California and Texas. Over the next 5 years, Florida's population growth is expected to average 1.5%. Most of Florida's population growth through 2030 will be from net migration. The City of Parkland's population is expected to increase between 10-15% through 2025 with the completion of the new construction within the Wedge.

Population



Source = Florida's Bureau of Economic and Business Research (BEBR)

Environmental Trend

Revenue Impact

The City first felt the virus's effects on the economy through the State Shared revenues. With tourism and construction two of the main drivers of the Florida economy, revenues based on sales taxes (i.e. Half-Cent Sales Tax and Municipal Shared Revenues) are set to decrease during Fiscal Year 2020 and continue to be reduced for the duration of the economic downturn. Due to significantly decreased taxable sales activity, the State slashed the City's established monthly distribution of the Municipal Shared Revenues by 77% for the last 5 months of Fiscal Year 2020.

The City entered this period in excellent financial health and well positioned to withstand these early blows. Based on the audited financial statements as of September 30, 2019 the City's General Fund had an unrestricted fund balance of \$19.5 million. In addition, the City had \$8.0 million in stabilization funds that are required to be set aside for natural disasters or economic downturns. All this fund balance supports a General Fund total operating need of about \$40 million.

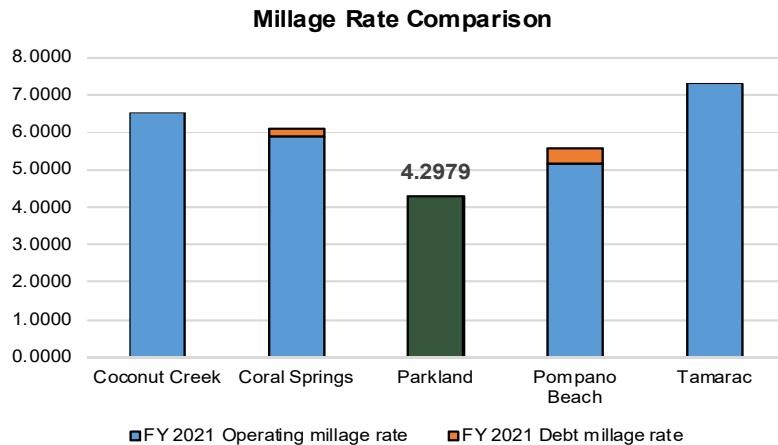
For the current budget, three forecast scenarios were developed considering the impact to the economy, especially related to sales taxes, new housing construction, and employment. The current forecasts call for a V-shaped recovery, indicating a fairly fast return to the level of economic activity before the pandemic. This scenario was used to create the Fiscal Year 2021 Budget. However, a more dire scenario was created, as well as a worst case scenario which mirrors what the City experienced during the Great Recession. These alternative scenarios are indicated in the Revenue Forecasts.

Health Care

The City had a 5% increase in health insurance premiums for Fiscal Year 2021. Due to the uncertainties surrounding the burden on the nation's healthcare system in dealing with the coronavirus, the City is anticipating additional yearly increases of approximately 10-15% for the foreseeable future.

Millage Rate

The residents of Parkland enjoy the lowest millage rate in comparison to neighboring cities, such as Coral Springs and Coconut Creek, and one of the lowest rates within Broward County. The Fiscal Year 2021 millage rate was rolled back to 4.2979. Ad Valorem Taxes will generate 56% of the City's revenue for Fiscal Year 2021 making this the most important revenue source for the City.



Environmental Trend

Property Tax Reform

On January 29, 2008, Florida residents passed a Constitutional Amendment for Property Tax Reform that required approval of at least 60% of the voters to become a law. The Florida voters approved this by 64%, Broward County voters approved this by 71%, and City of Parkland voters approved this by 74%. The Amendment contained several different items. With respect to homesteaded property, this revision:

- increased the homestead exemption to \$50,000 for all homesteaded properties with an assessed value of at least \$75,000, except for school district taxes;
- allowed homesteaded property owners to transfer up to \$500,000 of their Save Our Homes benefit to their next homestead.

With respect to non-homesteaded property, this revision:

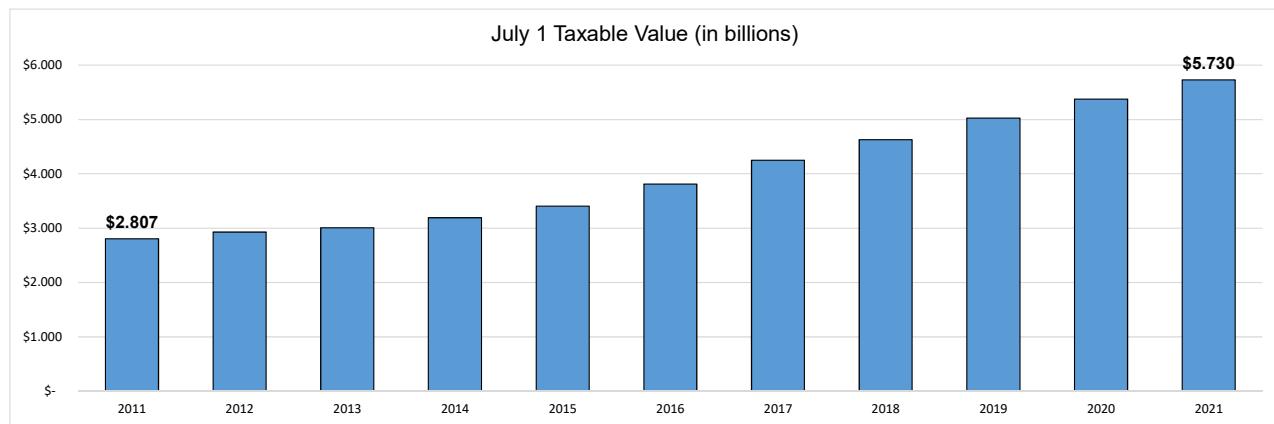
- provides a \$25,000 exemption for tangible personal property, and
- limits assessment increases for specified non-homestead real property to 10% per year, except for school district taxes.

On June 1, 2010 the Florida Governor signed a bill allowing homeowners who can demonstrate that their home has contaminated Chinese drywall and it can no longer be used for its intended purpose without remediation or repair could qualify for \$0 in building "just value." The City lost an estimated \$83 million in assessed value or \$333,000 in ad valorem revenue in the Fiscal Year 2011 budget.

In Fiscal Year 2011, despite tax reform, foreclosures, Chinese drywall, and the economic impact on assessed values, the City's July 1 total taxable value decreased by 7.3% This was significantly better than the Broward County average of 11.7%.

The low point for the City's taxable value was in Fiscal Years 2010 and 2011. Taxable values started to increase in Fiscal Year 2012. From 2011 to 2015, the City's taxable value increased approximately \$938 million, or nearly 33% when compared to the 2010 taxable values.

For Fiscal Year 2021, the City will see an increase of 6.6% or \$357 million in taxable value compared to last year's July 1 Taxable Value. The new taxable value is \$5.73 billion. This increase is due to existing property values increasing (\$108 million) and the addition of new construction (\$249 million). This year's property values of \$5.73 billion is the highest taxable value in City history.



Tax Reform and Economic Impacts on the City's Budget

| 2007 | 2008 | 2009 | 2010 |
|--|---|--|--|
| <p>June 14 Special Legislative Session <u>Three Bills Passed:</u> HB 1B- Cities/Counties have mandatory rollback rates SJR 4B- Constitutional Amendment gives homeowners the option of keeping their Save our Homes cap or transition to a new "super-sized" homestead exemption HB 5B- Proposed Constitutional Amendment goes to Ballot Jan. 29, 2008</p> | <p>FY 2008 Budget Cities/Counties have to rollback their budgets Parkland's impact= \$1.9 million loss in revenue Operating expenses decreased by 6.4%</p> | <p>Economic Recession The two-year housing market downturn had a significant impact on the FY 2010 Budget. Assessed values declined in Parkland by 17%, resulting in a loss of revenue of \$2.3 million. The City increased the operating millage to 4.0198 to make up some of the shortfall.</p> | <p>Florida Statute 193.1552 June 1, 2010 Florida Governor passes a bill allowing homeowners who can demonstrate that their home has contaminated Chinese drywall and it can no longer be used for its intended purpose without remediation or repair could qualify for \$0 in building "just value." This bill reduced assessed value by \$83 million or a reduction in ad valorem revenue of \$333,000. Assessed values declined in Parkland by 7.3%, resulting in a total loss of revenue of \$1 million. The City's operating millage rate remained the same at 4.0198.</p> |
| | <p>January 29 Florida voters approved Amendment 1 <u>Property Tax Reform</u> Constitutional Amendment doubles homestead exemption to \$50,000; gives homesteaded owners the "portability" right to move Save Our Homes benefit to a new homesteaded property; grants businesses a \$25,000 break on tangible personal property taxes; and caps annual increases for non-homesteaded properties to no more than 10%.</p> | <p>FY 2009 Budget Parkland's impact= \$570,000 loss in revenue</p> | |

Tax Reform and Economic Impacts on the City's Budget

| 2012 | 2013 | 2016 | 2018 |
|---|------|---|--|
| <p><u>Veterans Tax Relief - Amendment 2</u> This bill explicitly extends the rights to ad valorem tax discounts and was made available in 2010 to all veterans who were residents of Florida prior to their service and to all combat-disabled veterans currently living in Florida whether they were residents prior to their service or not. This amendment took effect Jan. 1, 2013.</p> | | <p>FY 2016 Budget Parkland's taxable value exceeds pre-recession levels for the first time.</p> | <p>FY 2019 Budget Parkland's taxable value exceeds \$5 billion.</p> |
| <p><u>Homestead Property Tax Exemption for Surviving Spouse of Military Veteran or First Responder - Amendment 9</u> This amendment authorizes the Legislature to totally exempt or partially exempt such surviving spouse's homestead property from ad valorem taxation. The amendment defines a first responder as a law enforcement officer, a correctional officer, a firefighter, an emergency medical technician, or a paramedic. This amendment took effect January 1, 2013.</p> | | <p><u>Affordable Care Act - March 2010</u> Healthcare reform affects virtually all Americans, old or young, working or unemployed, single or married. The financial impact of the law varied based on age and current health status. The ultimate goals of healthcare reform are to increase the number of insured and to increase the quality of care while trying to stabilize or reduce costs.</p> | <p><u>Department of Health and Human Services- Premium Stabilization Programs Dec. 2012</u> Programs that include a three-year transitional reinsurance to assist with stabilizing health premiums in the market from 2014-2016. This program assessed a fee on insurers of employers that must be paid by the issuer of the health insurance policy. This fee (\$63 per person/per year) resulted in higher premiums and cost the City/employees more. The City's operating millage rate was reduced to 3.9999.</p> |
| <p><u>Florida Senior Homestead Tax Exemption- Amendment 11</u> This amendment allows municipalities to grant an additional homestead tax exemption equal to the assessed value of homesteaded property if the property has a just value less than \$250,000 to an owner who has maintained permanent residency on the property for not less than 25 years, who has attained age 65, and who has a low household income as defined by general law.</p> | | | |

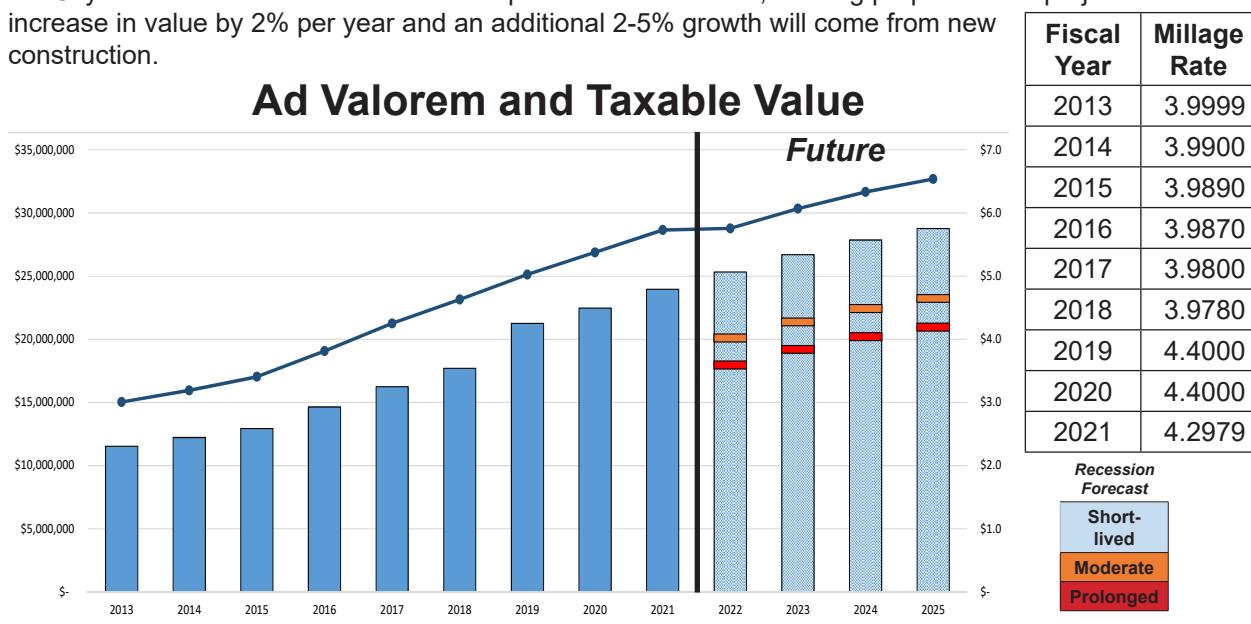
Revenue Analysis and Forecasting

Ad Valorem Tax

The primary source of funds for most cities in Florida are property taxes. Property taxes are an ad valorem tax, meaning they are allocated to each property according to its value. Broward County Property Appraiser (BCPA) establishes the value of each property and the exemptions allowed, resulting in an assessed, or taxable, value. The City Commission establishes the millage rate which is applied against these values to generate the Ad Valorem Taxes for the City. The Fiscal Year 2021 millage rate is 4.2979 which is the rolled-back rate, which is the rate at which the City should collect the same amount of property taxes as Fiscal Year 2020. This means this City did not raise property taxes for Fiscal Year 2021.

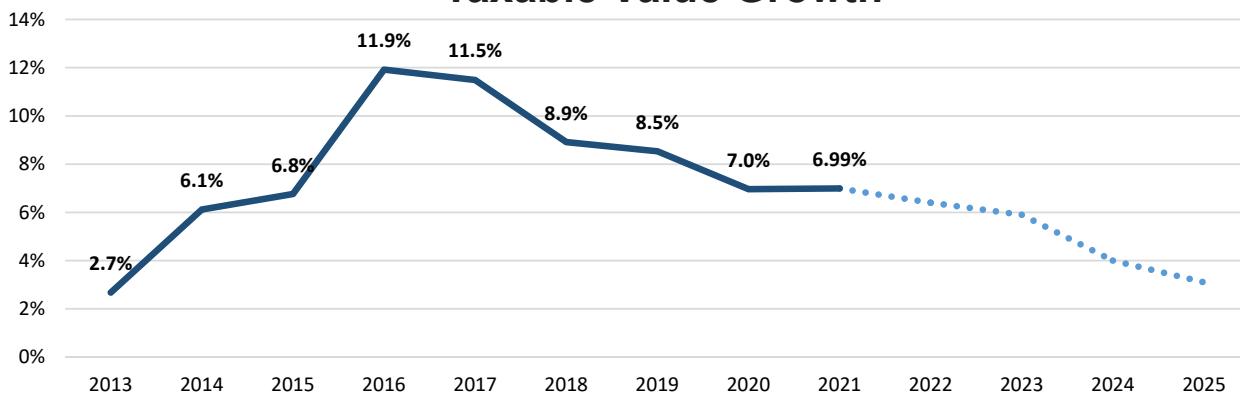
Ad Valorem Taxes account for 56% of the City's revenue for Fiscal Year 2021 making this the most important revenue source for the City. Current forecasts call for a short interruption in the growth of the City's Ad Valorem Revenue due to the pandemic. Thereafter, existing properties are projected to increase in value by 2% per year and an additional 2-5% growth will come from new construction.

Ad Valorem and Taxable Value



The housing market was strong up until the global shutdown and Parkland home values have been increasing by an average of 7% per year since 2013. In recent years, Parkland's taxable values have increased at a rate higher than Broward County. For Fiscal Year 2021, that trend continued as Parkland's taxable value increased 6.99%. Future taxable value growth may take a short-term drop due to an interruption in construction, then growth rates will approach the rate of inflation as the City approaches build-out.

Taxable Value Growth



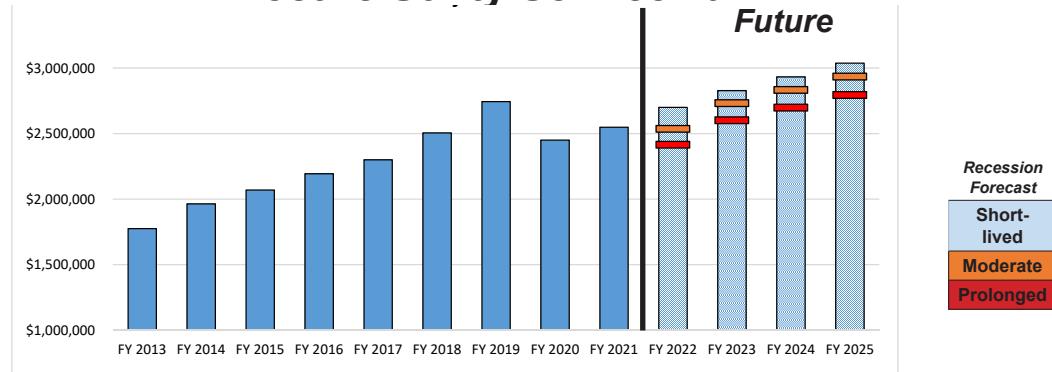
Revenue Analysis and Forecasting

Electric Utility Tax

Electric Utility Taxes are taxes levied on the consumer of a utility for the use of utilities within the City's limits. The City collects a flat 10% tax on all electric utility payments made within the City, through Florida Power & Light (FPL).

This tax is based on consumption, which has continued, if not increased, during the shutdown. Increases also come with population growth due to continued housing construction. As the City continues to grow, it is anticipating increased revenue that should flatten out as the City nears build-out toward the end of the forecast period. Anticipated increases range between 3%-6% for the future.

Electric Utility Service Tax

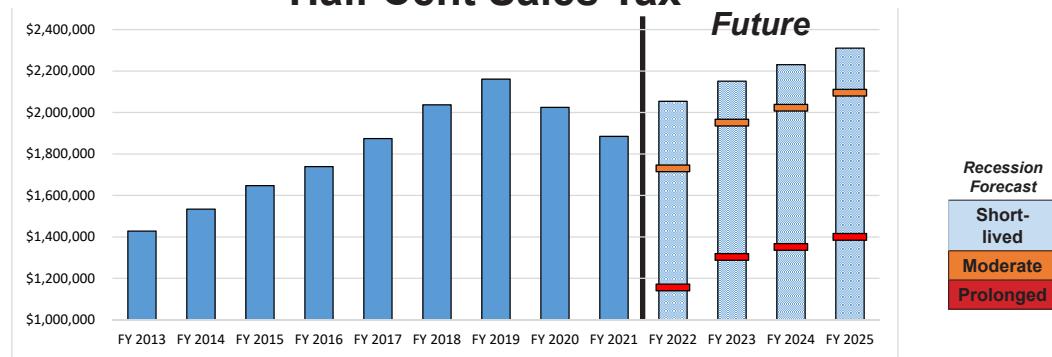


Half Cent Sales Tax

Half Cent Sales Taxes are state-shared revenues authorized by the legislature and administered through the Department of Revenue. Net sales tax revenue is distributed to counties and municipalities that meet strict eligibility requirements. The program's primary purpose is to provide relief from ad valorem and utility taxes in addition to providing counties and municipalities with revenues for local programs. Municipal population is a major factor in the distribution formula.

Steady growth had been experienced as the economy was humming along until the virus hit. With many businesses closed and tourism all but crushed for a substantial period, this revenue is the one most impacted. Current forecasts call for a short term downturn, then a rebound as the economy recovers toward the end of 2021.

Half Cent Sales Tax

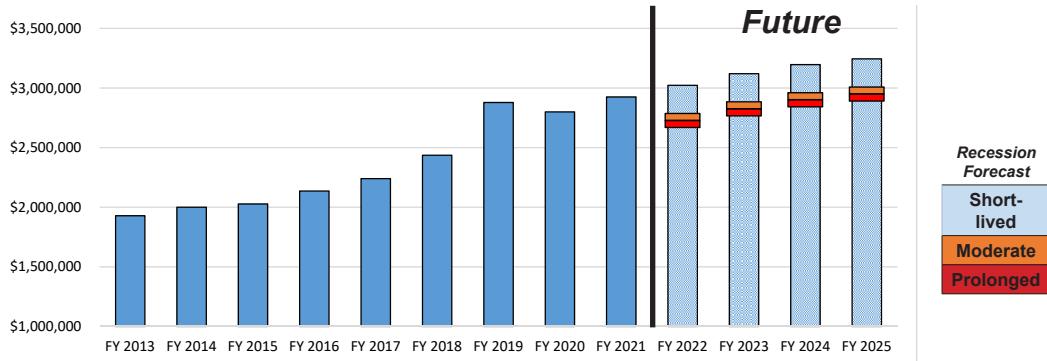


Revenue Analysis and Forecasting

Fire Rescue Assessment

Fire Rescue Assessments are imposed on all parcels of land included on the Assessment Roll that receive a special benefit from the delivery of fire rescue services. The Fire Rescue Assessment provides a means of funding fire rescue services for the residents. For Fiscal Year 2021, the Fire Rescue Assessment is based on 10,902 units. As the City continues to grow with new building activity occurring in the Wedge, it is anticipating additional increased revenue that should flatten out as the City nears build-out toward the end of the forecast period. Growth is anticipated to range between 1%-3% for the forecast period.

Fire Rescue Assessment

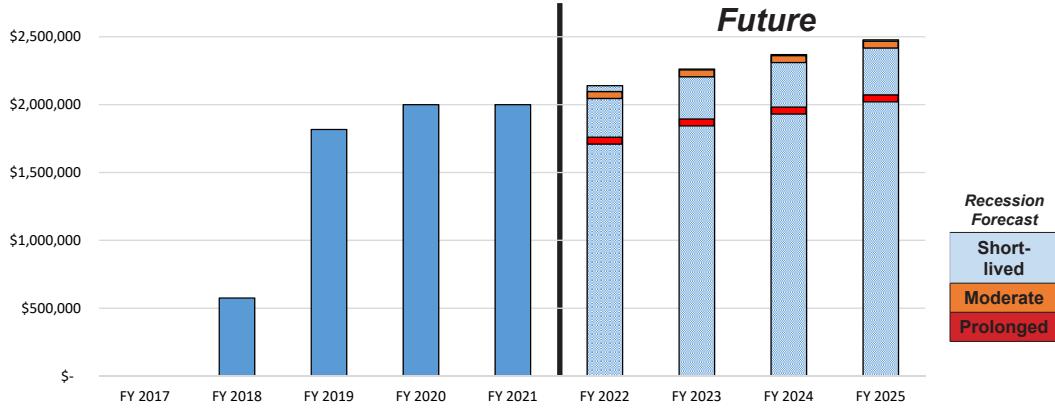


Electric Franchise Fee

On May 16, 2018, the City adopted an Ordinance enacting an Electric Franchise Fee to be used for public safety purposes. The franchise fee provides payment of fees to the City in exchange for the nonexclusive right to supply electricity and other services free of competition. The City assesses a flat 5.9% franchise fee on all electric utility payments made within the City through Florida Power & Light (FPL).

For Fiscal Year 2021, the City is anticipating collecting \$2,000,000 of Electric Franchise Fee Revenue. This franchise fee is related to consumption which has continued, if not increased, during the shutdown. As the City continues to grow, it is anticipating increased revenue that should flatten out as the City nears build-out toward the end of the forecast period. Anticipated increases range between 5%-7%.

Electric Franchise Fee



Revenue Analysis and Forecasting

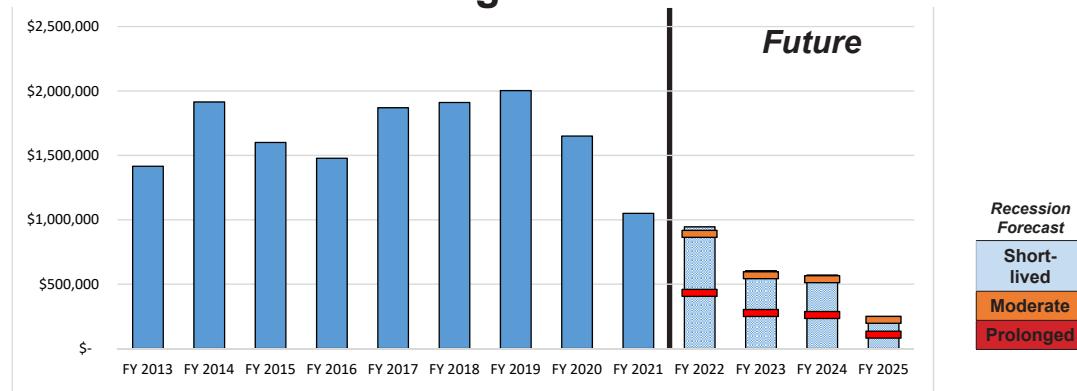
Building Permits

Building permit revenues are charges for permit and inspection services related to construction, renovation, or repair. It is a revenue that is highly susceptible to fluctuations in the housing market. Since Fiscal Year 2013, the City has experienced a rebound in building permit revenue with new construction in the Wedge and expects this to continue through Fiscal Year 2025 as the City approaches build-out.

Building permits represent 43% of total licenses & permits revenues and 3% of total revenues. The Fiscal Year 2021 budget is \$1,050,000 based on 395 new homes expected to be constructed in Fiscal Year 2021.

| Fiscal Year | New Homes |
|-------------|-----------|
| 2021 | 395 |
| 2022 | 283 |
| 2023 | 181 |
| 2024 | 171 |
| 2025 | 71 |

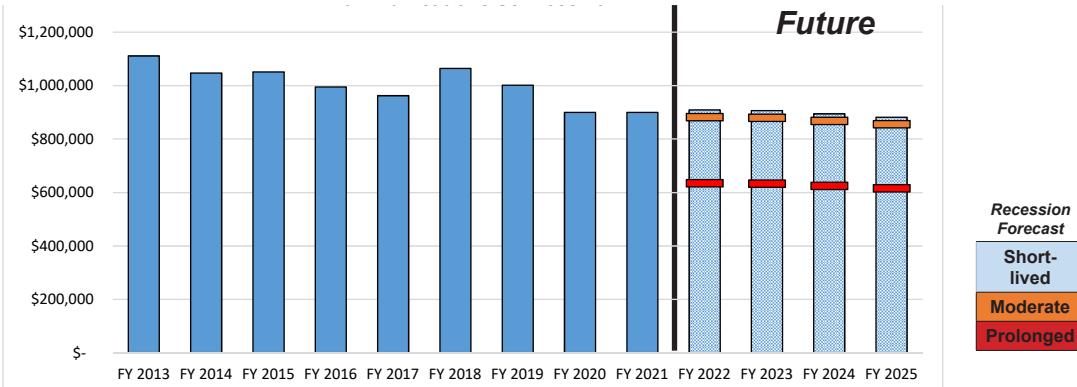
Building Permits



Communications Services Tax

Communications Services Tax revenues are taxes on telecommunications, cable, direct-to-home satellite, and related services, administered by the Florida Department of Revenue. The tax comprises state communications services tax and local communications services tax. The state portion has two components: a state tax of 6.80% and a gross receipts tax of 2.37%. The local communications services tax for Parkland is 5.22%. Even though the City is forecasting sustained population growth for the foreseeable future, State economic trends have been forecasting downturns in future Communications Services Tax revenues. Therefore, this revenue is not anticipated to grow at the same rate as the population.

Communications Services Tax



General Fund Five-Year Forecast

The City of Parkland prepares an annual Five-Year Forecast. All General Fund revenues and expenditures are analyzed and forecasted five years into the future. The forecast is derived from many factors, including trend analysis, anticipated new housing construction, and Federal, State and Local economic forecasts. The forecast is based on conservative assumptions, especially with so many continued economic uncertainties. Changes in the future economy can have a significant effect on the Five-Year Forecast. The forecast is updated twice per year to reflect new economic trends.

The purpose of the forecast is to provide a model that predicts revenue surpluses and shortfalls that may occur. By Florida Statutes, the budget presented for adoption must be balanced. This forecast allows City Management to identify and prepare for future challenges and financial difficulties, as well as future growth forecast throughout the City. This model guides policy decisions and assists in determining financial impacts on the General Fund.

The Five-Year Forecast is the beginning process in the budget and provides a baseline. Yearly assumptions will be updated based on current market conditions. The future forecast is not a budget but a projection of possible future outcomes based on a set of known variables and assumptions.

For Fiscal Year 2019, the millage rate was increased to 4.4000 mills in order to position the City to fund future debt service for future capital projects. The millage rate was reduced to the rolled-back rate of 4.2979 for Fiscal Year 2021 to provide tax relief for residents during the pandemic.

Revenue Trends

Parkland's quality of life will continue to make Parkland a very desirable place to live. Parkland is anticipating construction of over 1,100 new single-family homes through 2025. The table shows a forecast of new home construction for the next five years.

The new homes will have a trickle-down effect on other City revenues. Electric Utility Taxes, Electric Franchise Fees, and Half-Cent Sales Tax proceeds are a few population-driven revenues that will see growth as the new homes become occupied. Additional recreation fees are anticipated as the new population utilizes the City's recreational facilities. While the City anticipates steady growth through 2024, all revenue projections are conservative to ensure the City's financial stability.

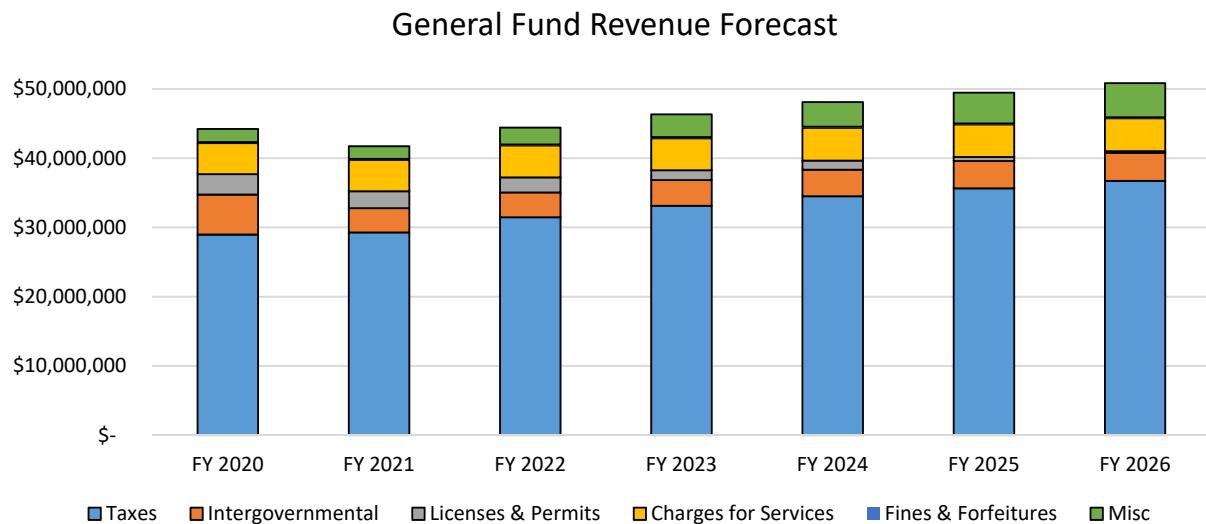
Parkland is committed to maintaining and maximizing home values. Next year's assessed values determine the following year's ad valorem taxes. For Fiscal Year 2021, Parkland's overall taxable value increased by 6.99%. Based on the current housing market conditions, the City is anticipating continuing taxable value increases, at a more subdued pace, in conjunction with new housing growth.

Since the City's tax base is almost entirely residential, once build-out is achieved around 2024-2025, the City's taxable value increases will be limited to 2-3% every year due to the undiversified tax base that is about 96% residential. Any unforeseen economic or housing downturns will negatively impact future taxable values and City-wide revenues.

| Fiscal Year | New Homes |
|-------------|-----------|
| 2021 | 395 |
| 2022 | 283 |
| 2023 | 181 |
| 2024 | 171 |
| 2025 | 71 |

| Fiscal Year | Taxable Value Change |
|-------------|----------------------|
| 2021 | 7.0% |
| 2022 | 6.4% |
| 2023 | 5.9% |
| 2024 | 4.0% |
| 2025 | 3.1% |

General Fund Five-Year Forecast



Revenue Assumptions

- Millage rate at 4.2979 mills throughout the forecast
- No changes in the current Fire Assessment Fee (\$250) with no additional increases until possibly Fiscal Year 2023
- Population driven revenues will increase as new homes are built
- User fees increase by rate of inflation and growth
- Growth planned on Wedge development through 2024-2025 (excluding Hendrix)
- Growth based on homebuilder and Building Department projections
- Relatively quick rebound from COVID-19 pandemic.

General Fund Five-Year Forecast

Expenditure Trends

As Parkland continues to grow and build new facilities, additional growth and public safety related expenditures have been incorporated into the Five-Year Forecast.

For Fiscal Year 2021, one additional school resource officer for the new charter school was added to the contract with Broward Sheriff's Office. At this time, the City does not anticipate adding additional deputies throughout the forecast period. Contractual increases of 5% for the City's contract with the Broward Sheriff's Office have been included in the City's forecast.

Fire rescue call volume is also anticipated to increase, especially with the addition of several 55 and older communities and an assisted living facility. In order to accommodate this growth, Fire Station 42 has been expanded to accommodate an additional ALS Rescue. The ALS Rescue requires eight (8) additional personnel - five (5) firefighter paramedics and three (3) Lieutenants with an annual estimated cost of \$1,000,000 and was staffed in Fiscal Year 2020. The maintenance and replacement of the new rescue unit, and other equipment, have been incorporated into the Five-Year Forecast. Additionally, 5% increases for the City's contract with Coral Springs Fire Rescue have been included in the City's forecast.

As the City continues to expand parks and recreation services, the City is anticipating hiring additional personnel and purchasing additional equipment. These new personnel and equipment will be used for the ongoing maintenance of new recreational facilities and fields that are planned in the future. Future costs of these personnel and equipment have been incorporated into the forecast.

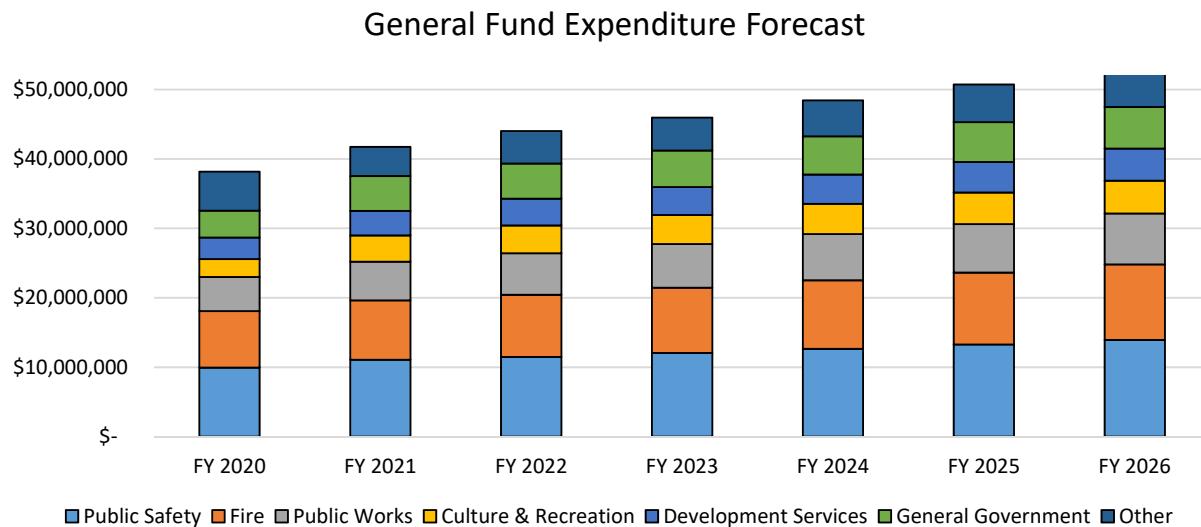
As new street lighting is installed throughout the City, additional electricity costs to operate the street lights will be added. The installation and maintenance costs per light will be billed monthly by FPL.

In addition to the growth related expenditures, there are many cost uncertainties related to health care costs and fuel/electricity costs. Health care cost increases ranging from 10-15% each year and 5% increases for fuel/electricity have been planned into the Five-Year Forecast to ensure the City is adequately prepared for any unforeseen increases.

Based on the results of the Parks Master Plan, the City is anticipating issuing debt in Fiscal Year 2021 to fund the development/redevelopment of City parks. While the terms and interest rate have not been determined, approximately \$1.3 million in additional principal and interest costs have been included in the Five-Year Forecast starting in Fiscal Year 2021.

The City has committed nearly \$10 million of fund balance for its stabilization/operating reserve. In the event of a natural disaster or an economic downturn, this stabilization/operating reserve can be used to ensure the City maintains its current service levels. A total of \$1,650,000 was used during Fiscal Year 2017 and Fiscal Year 2018 for Hurricane Irma debris removal costs but has since been replenished as FEMA reimbursed the City for its costs.

General Fund Five-Year Forecast



Expenditure Assumptions

- Performance based merit increases for City employees
- No new core services
- Growth related expenditure increases as previously mentioned
- Conservative increases for health care costs, electricity/utilities, and public safety
- Up to seven (7) City employees added throughout the forecast period
- Impact fees used to pay majority of debt service issued in Fiscal Year 2014
- Use of cash reserves and impact fees to fund current capital projects
- New debt service in Fiscal Year 2021 to pay for development/redevelopment of City parks
- Relatively quick rebound from COVID-19 pandemic.

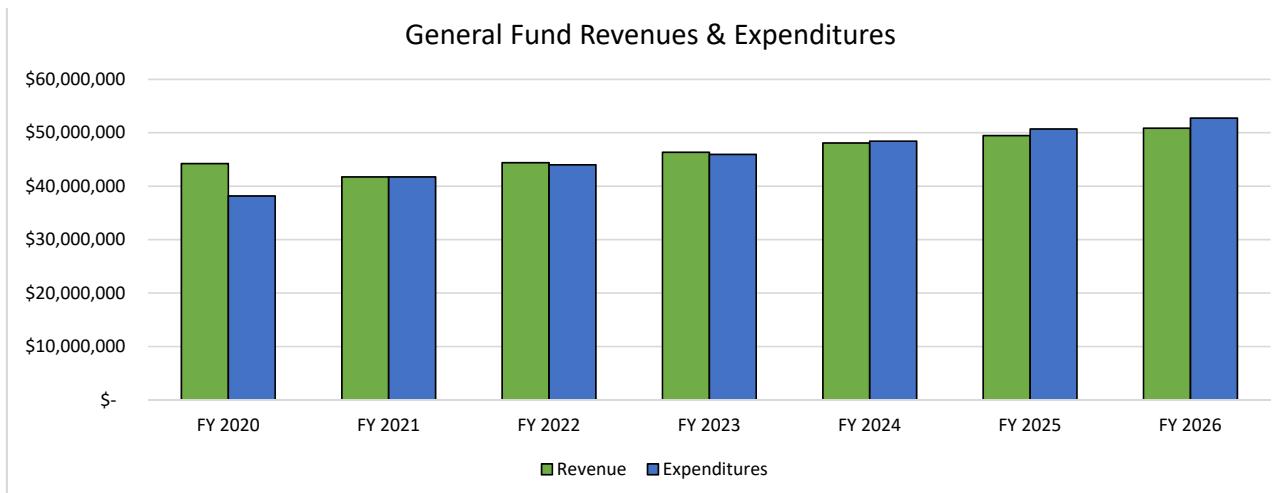
General Fund Five-Year Forecast

Future Capital Beyond Fiscal Year 2021

The decisions set forth in the Fiscal Year 2021 budget will help set the table for the future. The Fiscal Year 2021 budget includes debt service for funding future capital projects. The significant future capital projects are as follows:

- \$15.6 million for a 36 acre new park development
- \$14.4 million to redevelop Pine Trails Park
- \$2.8 million for improvements at Terramar Park
- \$2.3 million for improvements at the Farmers Market site
- \$2.1 million for improvements at Liberty Park

Federal, State and local economic trends are continually monitored to ensure sound, conservative revenue and expenditure projections. As economic trends change, projections will be revised accordingly. At this time, the City will be financially stable.



Department Overview

Fiscal Year 2021 General Fund budget expenditures are \$41,733,000. Major expenditure recap for the General Fund Budget includes the following:

City Commission

The City Commission's budget increased \$4,476 or 1% primarily for an increase in Personnel Services due to annual increases for City elected officials and increased benefits costs. Operating costs decreased (2%) due to a decrease in travel and operating supply budgets.

City Manager's Office

The City Manager's budget increased \$124,663 or 19%. The increase is due to including 50% of the Assistant City Manager's position cost plus increased benefits costs. Operating costs were reduced (\$4,200) or (11%) mainly due to reductions to travel and training.

Communications & Marketing

Communications & Marketing, a newly-created department in Fiscal Year 2020, has a budget decrease of (\$65,037) or (13%). Contractual services for public relations, design/marketing professionals, and grant management were reduced (\$51,500) based on actual. Operating expenditures decreased (\$37,860) due to a reduction in Printing & Binding.

City Clerk's Office

The City Clerk's budget decreased (\$22,286) or (6%). Personnel services decreased (\$33,711) due to reduced salary costs. Operating expenditures increased \$9,925 mainly due to an increase in Election Expense as the City has to fund a portion of the November 2020 election.

Finance

The Finance budget decreased (\$125,557) or (17%). Personnel services decreased (\$111,467) due to reclassifying an Assistant City Manager position. Contractual services decreased (\$9,600) based on actual expenditures for the annual financial statement audit. Operating expenditures decreased (\$4,490) primarily due to reductions in travel, training, and fuel.

Purchasing

The Purchasing budget increased \$9,782 or 3% due to increased salary and benefit costs. Contractual services for specialized purchasing related audits, and operating expenditures remained the same.

Human Resources

The Human Resources budget decreased (\$13,076) or (3%). Contractual services was reduced (\$5,500) to remove a rewrite of rules and regulations that took place in Fiscal Year 2020. Operating expenditures decreased (\$5,095) for reduced training and related travel costs and other operating supplies.

Information Technology

The IT budget increased \$190,968 or 32%. Personnel services increased \$204,360 due to the addition of an Information Technology Director position. Contractual services decreased (\$16,487) to reflect actual expenditures.

Department Overview

Legal Services

The Legal Services budget has increased \$157,000 or 41% due to anticipating increased Pine Tree Roads legal litigation expenditures in Fiscal Year 2021.

Development Services

The Development Services budget increased \$4,122 or 0%.

The Building Department's budget increased \$75,871 or 3%. Personnel services increased \$74,997 due to additional benefits costs. Contractual services decreased (\$59,596) due to a reduction in the use of outside contractual inspection services needed for Fiscal Year 2021. Operating expenditures increased \$60,470 due to an increase in credit card processing charges that are not being passed on to customers.

The Planning & Zoning budget decreased (\$18,499) or (8%) for a reduction in Contractual Services due to less Comprehensive Plan updates.

The Engineering budget decreased (\$53,250) or (13%). Personnel costs increased \$34,050 due to the addition of an Engineer I position combined with removing a portion of the Assistant City Manager's position. Contractual services decreased (\$13,900) due to utilizing less outside architectural and engineering services with an additional position. Operating expenditures decreased (\$73,400) due to removing the cost of invasive plant removal and making it a capital expenditure.

Public Safety

The Public Safety budget, which includes BSO Police, Code Enforcement and Crossing Guards, increased 5%. The BSO annual contract increased \$461,900 or 5% for yearly contractual increases and adding one (1) School Resource Officer for the new charter school. Crossing Guard costs increased \$6,500 due to the addition of new crossing guard posts to our current contract. The Code Enforcement budget decreased (\$2,100).

Fire Rescue Services

The Fire Rescue Services budget increased 7% or \$572,172. The Fiscal Year 2021 fire contract increased \$536,772 due to yearly contractual increases and Communications Services increased \$30,000 to reflect actual expenditures.

Public Works

The Public Works budget decreased (\$32,544) or (1%).

Public Works Administration increased \$33,557 or 2%. Personnel services increased \$34,492 due to additional benefits costs for current employees. Operating expenditures were unchanged.

Facilities increased \$20,853 or 2%. Personnel services increased \$22,698 due to additional benefits costs for current employees. Operating expenditures decreased (\$1,845) to reduce Small Tools & Equipment to actual expenditures.

Streets increased \$23,155 or 2%. Personnel services increased \$20,905 due to additional benefits costs for current employees. Operating expenditures increased \$5,250 for additional street lighting costs to operate newly installed street lights.

Department Overview

Parks & Grounds Maintenance decreased (\$91,036) or (5%). Personnel services increased \$30,214 due to additional benefits costs for current employees. Operating expenditures decreased (\$121,250) due to a reallocation of electricity expenditures to Parks & Recreation. Fleet costs decreased (\$19,073) or (5%). Personnel services increased \$3,927 due to additional benefits costs for current employees. Contractual services decreased (\$12,500) for reduced demand for automotive and equipment repairs. Operating expenditures decreased (\$2,500) due to a reduction in fuel costs.

Parks and Recreation

The Parks & Recreation budget increased \$150,658 or 5%.

Parks & Recreation Administration decreased (\$150,156) or (16%). Personnel services increased \$1,629 due to additional benefits costs for current employees. Operating expenditures decreased (\$129,985) due to reallocating certain utility costs to the new Athletics division. Capital Outlay decreased (\$22,000) to move the cost to replace basketball backboards to the capital fund.

Recreational Programs increased \$125,127 or 11%. Personnel services increased by \$29,887 due to additional benefits costs for current employees. Contractual services decreased (\$2,400) to better reflect actual costs for transportation services for the City's after-care program. Operating expenditures increased \$97,640 to reallocate certain utility costs previously charged to Administration and to increase credit card processing charges.

Athletics was a new division for Fiscal Year 2020 with a total budget of \$342,379 which increased \$182,613 to \$525,042 for Fiscal Year 2021, a 53% increase. Personnel expenditures decreased (\$22,277) to reflect current salary and benefit requirements. Operating expenditures increased \$202,840 primarily due to the reallocation of certain utility costs from Public Works.

Parks Support moved from Public Works in Fiscal Year 2020. Its budget decreased (\$6,976) to reflect current salary and benefit requirements. Operating expenditures increased \$1,300 due to insurance increases.

Library

The Library budget increased \$61,424 or 8%. Personnel services increased \$35,219 due to increased benefits costs. Operating expenditures increased \$20,005 due to an increase in utility costs and additional special events. Capital outlay increased by \$6,200 to increase the expenditure for digital media (e-books).

Non-Departmental & Transfers

The Non-Departmental budget decreased (\$2,943,415) or (58%). Contractual services decreased (\$273,500) due to fewer studies planned in Fiscal Year 2021 compared to the previous year. Contingency funds were reduced and the Transfers Out-Capital Projects was eliminated because the more moderate capital project budget will be funded with existing cash reserves.

Debt Service

The Debt Service budget has been increased \$1,202,500 to accommodate adding debt to fund the recommendations of the Parks Master Plan.

Understanding Department Budgets

A department's budget contains the following components:

| | | |
|---|-----------------------------|--|
| 1 | Mission Statement | The statement must identify the particular purpose for the department and how it relates to the City's overall mission. |
| 2 | Core Services | A listing of the fundamental services that the department is required to perform. |
| 3 | Organizational Chart | Defines the department structure by position title. |
| 4 | Department/Division Summary | Each department has listed all operating expenditures and they are totaled by major category. The major categories are Personnel Services, Contractual Services, Operating Expenditures and Capital Outlay. Several departments have multiple divisions and an overview summary is provided. |
| 5 | Position Table | Recaps all positions for four years, indicating full-time and part-time. |
| 6 | Public Service Levels | Services that indicate volume, frequency or level of service provided. |
| 7 | Accomplishments | A list of things that have been successfully completed. |
| 8 | Work Load Indicators | Measures that determine how a program is accomplishing its mission through the delivery of products, services or processes. |
| 9 | Performance Measures | Measures that determine how a program is accomplishing its mission through the delivery of products, services or processes. |

Understanding Department Budgets

1

Mission Statement

It is the mission of the Human Resources Department to provide quality services to the employees of the City. We provide recruitment of qualified individuals and volunteers. We strive for retention of valuable employees, including training, development and education to promote individual success and increase overall value to the City. We seek inspiration and encouragement for a high level of employee morale through recognition, effective communication and regular feedback. Inspired by the City's goal to provide exceptional services to the City's residents, HR aims to achieve this through our teamwork philosophy, proactive efforts and commitment to HR best practices.

Core Services

2

Recruitment: Coordinate all position recruitment including advertising, screening, interviewing, testing selection and employee database management.

Training and Development: Coordinate all in-house training programs including compliance policy training, quality training, new employee orientation and other training as identified.

Compensation and Classification: Support the development and maintenance of a City-wide classification system, preparation and maintenance of classification specifications, preparation and maintenance of job descriptions and completion of salary surveys.

Safety and Wellness: Coordinate City-wide safety programs including safety training, safety inspections and the safety committee.

Benefits: Provide comprehensive medical, dental, vision, life, disability coverage as well as additional supplemental insurances.

Internship and Volunteer Programs: Coordinate interns and volunteers that have been placed in multiple departments within the City. This benefits the students and promotes community goodwill.



3

| Expenditures | FY 2018 Actual | FY 2019 Actual | FY 2020 Budget | FY 2021 Budget | Dollar Change | Percent Change |
|------------------------|------------------|------------------|------------------|------------------|----------------|----------------|
| Personnel Services | 177,629 | 273,823 | 403,264 | 421,902 | 18,638 | 5% |
| Contractual Services | 39,347 | 18,943 | 32,980 | 27,480 | (5,500) | -17% |
| Operating Expenditures | 17,993 | 18,123 | 39,655 | 30,060 | (9,595) | -24% |
| Capital Outlay | 0 | 0 | 0 | 0 | 0 | n/a |
| Total | \$234,969 | \$310,889 | \$475,899 | \$479,442 | \$3,543 | 1% |

4

Public Service Levels

- Increase the number of internal employee training classes;
- Decrease the number of employee work related injuries and Worker's Compensation claims;
- Decrease full time employee turnover rate;
- Increase community relations efforts;
- Improve consistency by updating HR rules and regulations;
- Increase employee teambuilding opportunities;
- Increase wellness events.

5

Accomplishments

- Added goal-setting to employee performance evaluations, including training;
- Decreased full-time employee turnover rate;
- Continued providing an MVP volunteer appreciation event;
- Increased wellness efforts, provided wellness events, and partnered with insurance carrier for funding;
- Increased employee teambuilding events;
- Revamped job descriptions with assistance from vendor;
- Created and facilitated internal services survey, sharing results with departments and connecting future goals to them;
- Provided employee leadership training and risk claims training opportunities;
- Revamped internal recruitment processing with NeoGov;
- Navigated employment changes due to COVID-19, including new policies, legal compliance, employee/management support, etc.;
- Began work on ADA transition plan with other departments.

6

| | FY 2018 | FY 2019 | FY 2020 | FY 2021 |
|----------------------------|----------|----------|----------|----------|
| Human Resources Director | 0 | 1 | 1 | 1 |
| Human Resources Manager | 1 | 1 | 1 | 1 |
| Human Resources Generalist | 0 | 0 | 1 | 0 |
| Human Resources Specialist | 2 | 1 | 0 | 0 |
| Human Resources Assistant* | 0 | 0 | 0 | 1 |
| Interns (part-time) | 2 | 2 | 0 | 0 |
| Total | 5 | 5 | 3 | 3 |

* Reclassified the HR Generalist position to HR Assistant in FY 2021.

7

Performance Measures

| Workload Indicators | FY 2018 Actual | FY 2019 Actual | FY 2020 Goal | FY 2021 Goal |
|--|----------------|----------------|--------------|--------------|
| Number of employees participating in wellness events | 55 | 157 | 50 | 20 |
| Number of volunteer events | 63 | 39 | 24 | 24 |
| Number of teambuilding and morale events held (New for FY 2020) | n/a | n/a | 5 | 5 |
| Number of safety initiatives and trainings offered (New for FY 2020) | n/a | n/a | 5 | 5 |
| Number of training opportunities provided (New for FY 2021) | n/a | n/a | n/a | 5 |

8

9

| Measurement | Strategic Goal | Measure Type | FY 2018 | | FY 2019 | | FY 2020 | | FY 2021 Goal |
|--|---|---------------|---------|--------|---------|--------|---------|--------|--------------|
| | | | Goal | Actual | Goal | Actual | Goal | Actual | |
| Percentage of performance reviews completed within 30 days after rating period | Effective Governance and Internal Communication | Efficiency | 100% | 74% | 90% | 87% | 90% | 94% | 90% |
| Full time employee turnover rate | Effective Governance and Internal Communication | Effectiveness | 15% | 12% | 15% | 14% | 13% | 13% | 13% |
| Overall employee satisfaction (New for FY 2020) | Effective Governance and Internal Communication | Efficiency | n/a | n/a | n/a | n/a | 90% | n/a | 90% |

City Commission

Mission Statement

To provide quality services while protecting the community's unique character and natural environment, adding value to our residents' lives, and advocating to protect community interests.

Core Services

Quality of Life Experiences: There are six (6) factors which determine quality of life in any community. This encompass the services, facilities, and infrastructure that provide the six experiences that determine the quality of life in Parkland. Those are (1) Community Character, (2) Safety, (3) Mobility and Accessibility, (4) Opportunity, (5) Play, and (6) Information and Recognition.

Community Engagement: Addresses how City government works with the community to support the quality of life in Parkland. It also addresses how various community elements can contribute to this strategic plan.

Intergovernmental Engagement: Addresses how City government works with other public bodies to address those policy issues that, while they go beyond the boundaries of the City, impact the quality of life in Parkland. Additionally, addresses how Parkland could work with other public entities to better fulfill the strategic plan.

Effective and Efficient Government: Addresses how City government will operate internally to provide services and manage infrastructure in a cost-effective manner and also addresses the internal operations of City government to enact the strategic plan.

Policy Leadership: Addresses how the City Commission will work as a leadership body to ensure execution and achievement of the strategic plan.



City Commission

Residents of Parkland

Mayor & City Commission

Budget Summary

| Expenditures | FY 2018 Actual | FY 2019 Actual | FY 2020 Budget | FY 2021 Budget | Dollar Change | Percent Change |
|------------------------|-------------------|-------------------|-------------------|-------------------|------------------|-------------------|
| Personnel Services | 219,288 | 222,221 | 243,946 | 249,557 | 5,611 | 2% |
| Contractual Services | 0 | 0 | 0 | 0 | 0 | n/a |
| Operating Expenditures | 40,382 | 49,993 | 57,805 | 56,670 | (1,135) | -2% |
| Capital Outlay | 0 | 0 | 0 | 0 | 0 | n/a |
| Total | \$259,670 | \$272,214 | \$301,751 | \$306,227 | \$4,476 | 1% |

Budgeted Positions

| | FY 2018 | FY 2019 | FY 2020 | FY 2021 |
|---------------|----------|----------|----------|----------|
| Mayor | 1 | 1 | 1 | 1 |
| Commissioners | 4 | 4 | 4 | 4 |
| Total | 5 | 5 | 5 | 5 |



City Manager's Office

Mission Statement

Our mission is to ensure implementation of the policies of the City Commission through strategic leadership, fiscal stewardship, quality delivery of municipal services and to encourage an environment that fosters a commitment to teamwork to internal and external customers.

Core Services

Community Relations and Outreach: Inform, engage and interact with the residents, including serving as City liaison to various County and regional organizations, implementation of interactive programs like Request Tracker and Code Red and planning of ceremonial activities such as groundbreakings, building dedications and recognition of volunteers within the City.

City Commission Support: Act as staff support to the City Commission including providing timely and complete information and recommendations.

Budget: Develop and recommend a budget that is balanced based upon the current revenue expectations and expected expenditures and ensure a strong and sustainable financial condition for the City.

Intergovernmental Relationships: Serve as the primary liaison between the City of Parkland and the elected and appointed officials of other governmental agencies. Review legislation at the county, state and federal levels and recommend actions to further City policy and interests.



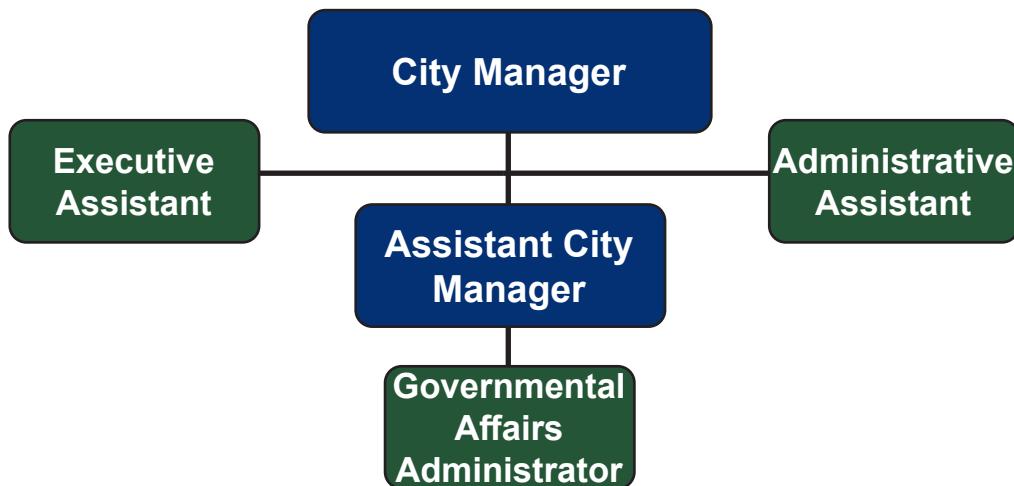
Strategic Planning: Coordinate and implement the City Commission's strategic plan which determines the City's strategy or direction and make decisions on allocating the City's resources to pursue the strategy.

Lien Mitigation: Process and present Lien Mitigation requests to the Special Magistrate for determination of requests from property owners to reduce Code Enforcement liens.

Lead the Organization: Advance organizational vision, determine accountability, set organizational goals and build organizational capacity.

Sustainability: To ensure sustainability that will preserve the quality of life for the residents of the City of Parkland. Coordinate and oversee sustainability initiatives, projects and programs.

City Manager's Office



Department Budget Summary

| Expenditures | FY 2018 Actual | FY 2019 Actual | FY 2020 Budget | FY 2021 Budget | Dollar Change | Percent Change |
|------------------------|-------------------|-------------------|-------------------|-------------------|------------------|-------------------|
| Personnel Services | 695,582 | 682,297 | 632,026 | 760,889 | 128,863 | 20% |
| Contractual Services | 0 | 3,382 | 1,200 | 1,200 | 0 | n/a |
| Operating Expenditures | 32,026 | 43,832 | 38,800 | 34,600 | (4,200) | -11% |
| Capital Outlay | 0 | 0 | 0 | 0 | 0 | n/a |
| Total | \$727,608 | \$729,511 | \$672,026 | \$796,689 | \$124,663 | 19% |

Budgeted Positions

| | FY 2018 | FY 2019 | FY 2020 | FY 2021 |
|------------------------------------|----------|----------|----------|------------|
| City Manager | 1 | 1 | 1 | 1 |
| Assistant City Manager* (split) | 0 | 0 | 0 | 0.5 |
| Governmental Affairs Administrator | 0 | 0 | 1 | 1 |
| Chief Administrative Officer | 1 | 1 | 0 | 0 |
| Chief Communication Officer | 1 | 1 | 0 | 0 |
| Program Manager | 1 | 1 | 0 | 0 |
| Executive Assistant | 1 | 0 | 1 | 1 |
| Administrative Assistant | 1 | 2 | 1 | 1 |
| Total | 6 | 6 | 4 | 4.5 |

* For Fiscal Year 2021 the Assistant City Manager position will be 50% funded in City Manager's Office and 50% in Engineering.

City Manager's Office

Public Service Levels

- Implementation of projects, policies, and programs as identified in the Strategic Plan;
- Ongoing monitoring of activities of other government entities to make sure the City of Parkland is protected (review 150+ agendas for other governmental entity meetings to ensure that the City is current on issues and projects affecting our community);
- Continue to pursue legislative appropriations and grant funding;
- Ongoing revisions to City's Land Use Code compliance to ensure compliance with Comprehensive Land Use Plan and City's vision;
- Continued management of City service contracts including Broward Sheriff's Office, Coral Springs-Parkland Fire Department, and Waste Management;
- Preparation of annual budget and monitoring of departments to ensure compliance with budget and financial protocols;
- Ongoing interaction and support with advisory boards;
- Increased outreach efforts with local business community, including Parkland Chamber of Commerce, Business Ambassador Program, and quarterly meeting with commercial center management;
- Oversight and management of code enforcement process to include lien mitigation and Special Magistrate process;
- Ongoing partnership with Broward County Public Schools within the City of Parkland including SAT/ACT program, scholarships (CAB/Engineering/Allstate Foundation), Government Days, Walk to School Days, Back to School Breakfast, Night out/Get to Know your S.R.O., quarterly principal meetings;
- Continue working with Broward County Public Schools to monitor enrollment, boundary projections, S.R.O. funding, with all principals of Broward County Public Schools within the City of Parkland as well as representation from Mary Help of Christians;
- Submit State legislative funding requests annually.

Accomplishments

- Parkland obtained one of the lowest crime rate per 1,000 residents in Broward County;
- Implementation of strong fiscal controls and management, culminating in positive results;
- Implementation of new strategic planning software, Envisio;
- Ensured continuity of City operations while ensuring staff safety during COVID-19 pandemic;
- Completion of Library expansion project followed by highly attended grand opening/ribbon cutting;
- Participated in BCCMA (Broward County City Managers' Association) sub-committee on Finance;
- Increased public outreach efforts including Pine Tree Estates survey and Covered Bridge outreach efforts;
- Successfully negotiated and closed on purchase of Beasley parcel; commenced annexation process on parcel;
- Legislative efforts action agenda.

City Manager's Office

Performance Measures

| Workload Indicators | FY 2018 Actual | FY 2019 Actual | FY 2020 Actual | FY 2021 Goal |
|--|-------------------|-------------------|-------------------|-----------------|
| Number of calls to main number | 5,412 | 5,157 | 5,294 | 5,000 |
| Customer interactions at City Hall | 1,290 | 1,431 | 1,621 | 1,400 |
| Research, analyze City Commission initiatives during the fiscal year | 10 | 11 | 0 | 10 |
| Number of lien mitigation requests heard by Special Magistrate | 15 | 4 | 0 | 15 |
| Develop, update economic development webpage | 4 | 4 | 0 | 4 |
| Hold meetings with shopping center owners | 4 | 4 | 1 | 4 |
| # of students attending FSA, SAT tutoring programs | 700 | 1,176 | 453 | 700 |

| Measurement | Strategic Goal | Measure Type | FY 2018 | | FY 2019 | | FY 2020 | | FY 2021 Goal |
|---|---|-----------------|---------|--------|---------|--------|---------|--------|--------------------|
| | | | Goal | Actual | Goal | Actual | Goal | Actual | |
| Feature Business Ambassador business openings on the Parkland website | Foster a More Fully Informed Community that Strengthens Community Character | Demand | 100% | 100% | 100% | 100% | 100% | N/A | 100% |
| Complete the City Commission's actions identified in the Strategic Plan | Effective Governance and Internal Communication | Efficiency | 90% | 80% | 60% | 60% | 90% | N/A | 60% |
| Percentage increase of applicants for Parkland scholarship | Effective Governance and Internal Communication | Effectiveness | 10% | -14% | 10% | -28% | 5% | N/A | 10% |

Communications & Marketing

Mission Statement

Our mission is to ensure residents and media have access to accurate and understandable information from the City of Parkland in a timely manner that complies with all applicable public records laws and the highest ethical standards. This information will educate residents, prospective residents, and visitors to our City on programs, events, projects, amenities, and quality of life in Parkland.

Core Services

Public Information: Assist City Departments and the City Commission in communicating the City's goals and objectives; promote the image and positive perception of Parkland to the public including the coordination of all official media releases and official City publications.

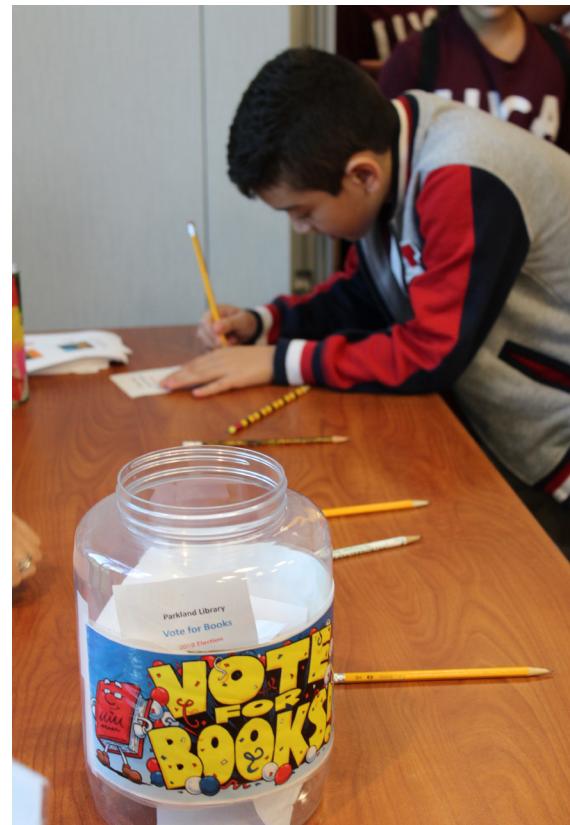
Community Relations and Outreach: Represent the City as needed at community meetings and City events to further perpetuate City messaging.

City Commission Recognitions: Act as staff support to the City Commission for recognitions and proclamations presented by the City Commission.

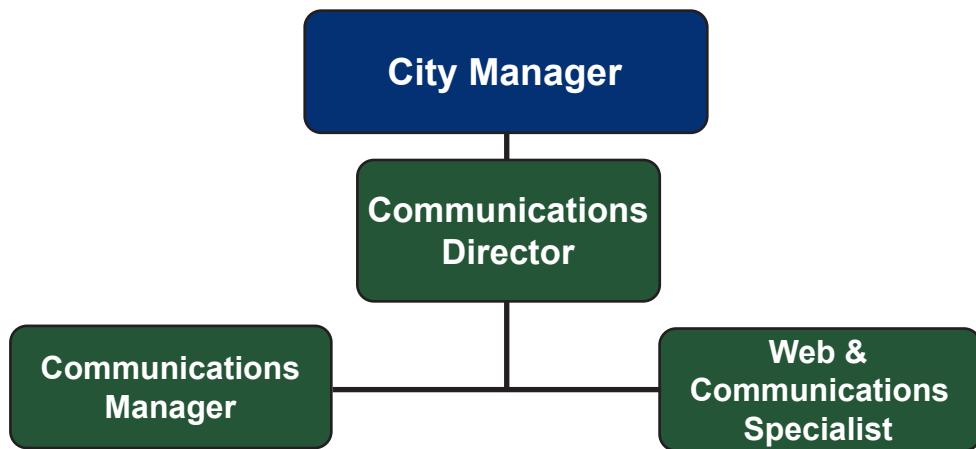
Emergency Communications: Ensure accurate and timely City messaging on a regular basis and before, during and immediately after emergency operation center activation.

Social Media: Disseminate accurate, timely, and relevant information via the City's social media accounts on Facebook, Twitter, Instagram, and NextDoor.

Communications & Marketing: Assist City Departments and the City Commission in communicating the City's goals and objectives; promote the image and positive perception of Parkland to the public including the coordination of all official press releases and official City publications.



Communications & Marketing



Department Budget Summary*

| Expenditures | FY 2018 Actual | FY 2019 Actual | FY 2020 Budget | FY 2021 Budget | Dollar Change | Percent Change |
|------------------------|-------------------|-------------------|-------------------|-------------------|-------------------|-------------------|
| Personnel Services | 0 | 0 | 327,914 | 352,237 | 24,323 | 7% |
| Contractual Services | 0 | 0 | 97,500 | 46,000 | (51,500) | -53% |
| Operating Expenditures | 0 | 0 | 65,020 | 27,160 | (37,860) | -58% |
| Capital Outlay | 0 | 0 | 0 | 0 | 0 | n/a |
| Total | \$- | \$- | \$490,434 | \$425,397 | \$(65,037) | -13% |

Budgeted Positions*

| | FY 2018 | FY 2019 | FY 2020 | FY 2021 |
|---------------------------------|------------|------------|----------|----------|
| Director of Communications | n/a | n/a | 1 | 1 |
| Communications Manager | n/a | n/a | 1 | 1 |
| Web & Communications Specialist | n/a | n/a | 1 | 1 |
| Total | n/a | n/a | 3 | 3 |

* The Communications & Marketing department was created in Fiscal Year 2020, moving two positions, a Director and a Manager, from the City Manager's Office and creating a new Web & Communications Specialist position.

Communications & Marketing

Public Service Levels

- Promote consistent messages on Facebook;
- Promote consistent messages on Twitter;
- Promote consistent messages on Instagram;
- Promote consistent messages on NextDoor;
- Publish e-newsletter, Parkland on Tap;
- Publish Library e-newsletter;
- Create recognitions and proclamations for those recipients at City Commission meetings;
- Update capital improvement projects webpage;
- Create and maintain website landing pages.

Accomplishments

- Continue evolving My Parkland mobile application;
- Continue to increase and improve communications to residents in an effort to increase awareness and participation in programs, services, and events within the City;
- Recognized more than 100 Parkland individuals and groups with certificates at City Commission meetings;
- Expanded City's social media footprint by creating new accounts for Twitter, Instagram, and NextDoor;
- Enhanced the City's outreach with a text message alert system;
- "See the Good from Home" campaign enabled residents to take virtual tours on City social media during and after shelter-in-place orders;
- Produced a Parkland Pathways video highlighting the trails and pathways throughout the City;
- Collaborated with Marjory Stoneman Douglas High School students to produce a "This Is Parkland" video focusing on community pride;
- Produced multiple virtual storytime readings at the Parkland Library featuring City Commissioners, the City Manager, and library personnel;
- Created a COVID-19 video to help prevent the spread of the virus;
- Created a Census video tapping into community pride to increase resident response to the Census;
- Created a traffic section on the City's website to focus on traffic impact within Parkland.

Performance Measures

| Workload Indicators | FY 2018 Actual | FY 2019 Actual | FY 2020 Actual | FY 2021 Goal |
|--|-------------------|-------------------|-------------------|-----------------|
| Number of followers on Facebook* | n/a | n/a | 9,669 | 9,000 |
| Number of followers on Twitter* | n/a | n/a | 1,443 | 1,200 |
| Number of followers on Instagram* | n/a | n/a | 2,177 | 1,700 |
| Number of residents enrolled in Parkland on Tap* | n/a | n/a | 9,502 | 7,000 |
| Number of residents signed up for text alerts* | n/a | n/a | 1,579 | 1,400 |

* = new for Fiscal Year 2020

City Clerk's Office

Mission Statement

The City Clerk's Office is dedicated to delivering consistent and excellent customer service to the members of the City Commission, City staff, Parkland residents, stakeholders and businesses, and the public at large both ethically and with integrity. In doing so, the City Clerk's Office is charged with safeguarding government transparency through the impartial, independent, accurate and easy access to records of government business. As a Charter Officer, the City Clerk reports directly to the City Commission; a representative of the elected body and liaison to establishing trust and confidence in City government operations.

Core Services

City Commission and Advisory Board Liaison: The City Clerk's Office is responsible for the administrative duties related to the City Commission, Charter Review Board, Community Advisory Board, Parks & Recreation Advisory Board, Planning & Zoning Board, Special Magistrate Hearings, Special Master Hearings, and Police Pension Board meetings. These duties include, but are not limited to, providing public notice, ensuring response to requests for special accommodations, organizing the meeting agenda, posting to the City's website, transcribing minutes of proceedings, preparing resolutions, ordinances, agreements, liens, lien mitigations, and supplementary documentation for recordation.

Records Management: The City Clerk serves as Records Management Liaison Officer for the City to the State of Florida, and is responsible for creating a Records Management Policy that preserves the integrity of the City's records. This includes designating department records custodians, classifying, maintaining, retrieving and destroying records in accordance with Florida's Statute Chapters 119 (public records), and 257 (archives).

Elections: The City Clerk administers the Municipal Election as the qualifying officer and filing officer for the City. Proper administration of the election process include preparing referendum items, referendum petitions, notifying the public of an upcoming election, qualifying the candidates to run for office, tracking the filing of monthly Campaign Treasurer's reports by candidates, working with the Broward County Supervisor of Elections to locate polling locations, arranging for the delivery and pickup of the voting equipment, acceptance of the election results, and administering the Oath of Office.

Maintain the City Seal: The City Clerk is the custodian of the City Seal, and attests all documents affecting the City by affixing its impression on documents when required. Administer the Oath of Office for the all City employees and provide notary services.

Public Notices and Legal Advertising: The City Clerk's Office is charged with ensuring compliance with Florida's Sunshine Law and public business statutes by posting or publishing required public notices, and completing the necessary arrangements to ensure an effective meeting.

Lobbying: The City Clerk is responsible for the enforcement of the City's Lobbyist Registration Ordinance, which includes accepting lobbyist registration applications, receipting annual payments, and maintaining the online database of lobbying activities with the City Commission.

City Clerk's Office

Mayor & City Commission

City Clerk

Deputy City Clerk

Department Budget Summary

| Expenditures | FY 2018 Actual | FY 2019 Actual | FY 2020 Budget | FY 2021 Budget | Dollar Change | Percent Change |
|------------------------|-------------------|-------------------|-------------------|-------------------|-------------------|-------------------|
| Personnel Services | 189,636 | 219,648 | 246,599 | 212,888 | (33,711) | -14% |
| Contractual Services | 8,227 | 25,135 | 42,473 | 44,973 | 2,500 | 6% |
| Operating Expenditures | 41,128 | 62,974 | 68,795 | 78,720 | 9,925 | 14% |
| Capital Outlay | 0 | 0 | 1,000 | 0 | (1,000) | -100% |
| Total | \$238,991 | \$307,757 | \$358,867 | \$336,581 | \$(22,286) | -6% |

Budgeted Positions

| | FY 2018 | FY 2019 | FY 2020 | FY 2021 |
|------------------------------|----------|----------|----------|----------|
| City Clerk | 1 | 1 | 1 | 1 |
| Deputy City Clerk | 1 | 1 | 1 | 1 |
| Records Inventory Clerk | 1 | 1 | 0 | 0 |
| Document Imaging Specialist* | 0 | 0 | 1 | 0 |
| Total | 3 | 3 | 3 | 2 |

* For Fiscal Year 2021 the Document Imaging Specialist position was moved to the Building department.



City Clerk's Office

Public Service Levels

- Attend and record the proceedings of more than 70 public meetings for the City Commission, Police Pension Advisory Board, Community Advisory Board, Parks & Recreation Advisory Board, and Special Magistrate meetings;
- Produce 75 Legal Advertisements for advancement of City business;
- Manage the Advisory Board applications, appointments and required legal disclosure forms for more than 30 resident volunteers;
- Process a total of 250 campaign filings, Form 1 "Statement of Financial Interest" forms, Elected Official Disclosure Forms, Quarterly Gift Disclosures, Quasi-Judicial Disclosures, and Lobbyist Registration Forms;
- Respond, research and comply with 200+ Public Records requests;
- Notarize approximately 60 legal documents for residents and the public;
- Destroy approximately 125 cubic feet of records annually in accordance with State guidelines.

Accomplishments

- Prepared to administer the 2020 General Election with five seats open. Will hold three qualifying periods;
- Illustrating the election process with potential candidates, managing candidate qualifying; validating campaign reports, drafting ballot information, advertising, etc.;
- Researched, analyzed, and presented best strategies for utilizing electronic media technology for holding City Commission meetings during the COVID-19 pandemic;
- Office took the lead and began livestreaming Commission meetings with SwagIt in January, 2020;
- Office cleared all records storage boxes from offsite vendor - Iron Mountain.

Performance Measures

| Workload Indicators | FY 2018 Actual | FY 2019 Actual | FY 2020 Actual | FY 2021 Goal |
|---|-------------------|-------------------|-------------------|-----------------|
| Produce Public Hearing Notices | 87 | 172 | 70 | 70 |
| Research Public Records Request | 203 | 149 | 200 | 200 |
| Prepare Resolutions | 105 | 122 | 35 | 50 |
| Prepare Ordinances | 20 | 16 | 20 | 15 |
| Transcribe Commission Meeting minutes | 30 | 46 | 40 | 48 |
| Prepare regular/special City Commission Meeting agendas | 30 | 43 | 40 | 48 |
| Transcribe Advisory Board minutes | 4 | 23 | 24 | 25 |
| Administer General/Special Elections | 0 | 0 | 1 | 1 |
| Conduct Certification Notarizations | 62 | 80 | 60 | 50 |
| Prepare/Scan documents using Laserfiche | 259,419 | 236,852 | 130,000 | 150,000 |
| Cubic feet of records destroyed (New for FY 2020) | n/a | n/a | 125 | 125 |

City Clerk's Office

| Measurement | Strategic Goal | Measure Type | FY 2018 | | FY 2019 | | FY 2020 | | FY 2021 Goal |
|---|---|---------------|---------|--------|---------|--------|---------|--------|--------------|
| | | | Goal | Actual | Goal | Actual | Goal | Actual | |
| Transcribe and publish City Commission and Advisory Board meeting minutes prior to their next regularly scheduled meeting | Effective Governance and Internal Communication | Efficiency | 100% | 92% | 100% | 84% | 100% | 100% | 100% |
| Provide a "prompt" response to all public records requests, submitted to the City Clerk's department, within 24 hours | Effective Governance and Internal Communication | Efficiency | 90% | 100% | 90% | 96% | 90% | 95% | 95% |
| Post City Commission and Advisory Board agendas at least 5 days prior to the next regularly scheduled meeting | Effective Governance and Internal Communication | Efficiency | 100% | 100% | 100% | 100% | 100% | 100% | 100% |
| Conduct quarterly destruction of records which have met State retention requirements | Effective Governance and Internal Communication | Effectiveness | 4 | 4 | 4 | 5 | 4 | 4 | 4 |
| Percentage of "Public Stuff" requests responded to within 24 hours | Effective Governance and Internal Communication | Efficiency | 100% | 100% | 100% | 100% | 100% | 100% | 100% |



Finance

Mission Statement

To preserve the City's strong financial condition by creating a financial strategy, effectively managing the City's resources, and providing analysis and recommendations that ensure optimal economic results. To provide accurate financial information in a timely manner, produce and generate information that is meaningful and in accordance with generally accepted accounting principles and department procedures.

Core Services

Financial Services: Provide financial policy, cash management, debt management, accounting, and accounts payable. Monitor the City's financial condition and provide financial strategies to ensure fiscal solvency. Prepare quarterly financial operating statements. Assist with the preparation of the annual Comprehensive Annual Financial Report (CAFR). Assist with the annual audit.



Payroll: Prepare and process all payroll functions as it relates to generating pay checks, overseeing timekeeping, and proper compliance of Human Resources rules and regulations. Prepare quarterly 941's, annual 1099's and W-2's. Prepare all employee changes in the Springbrook financial operating software. Ensure the City's compliance with annual Affordable Care Act reporting requirements.

to TRIM compliance. Provide departmental access to real-time, year-to-date reports in the Springbrook financial operating software. Conduct budget meetings with departments.

Grants: Obtain grants to provide funding of projects or additional services.

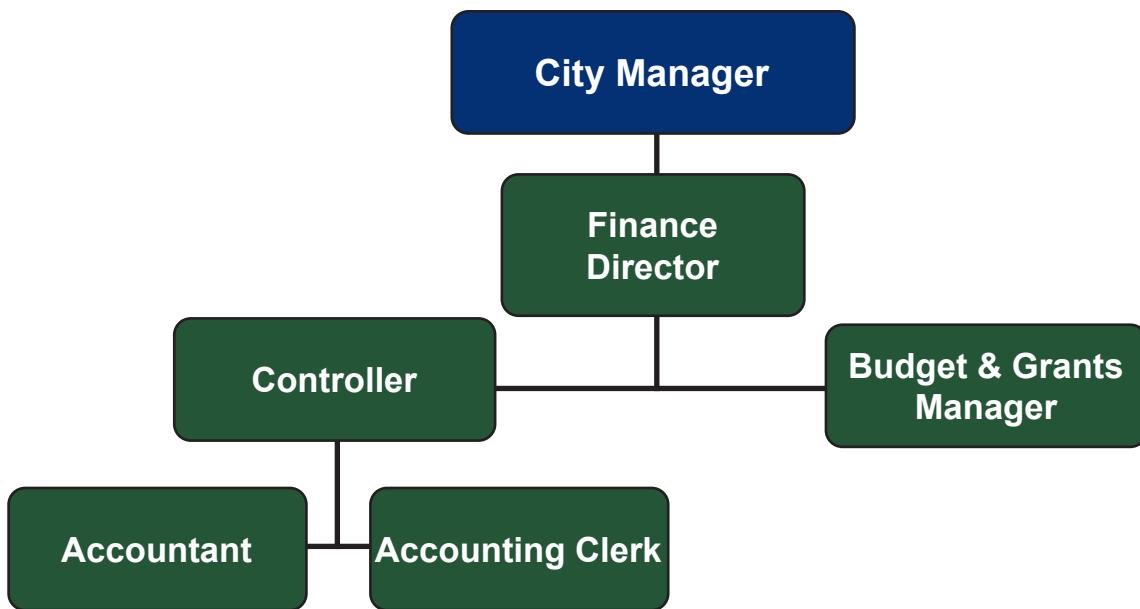
Performance Measurement: Maintain and update quarterly performance measurement system. Coordinate and administer the citywide survey program. Coordinate and implement department surveys. Assist with the City Strategic Planning process.

Insurance (Property, Casualty, Liability, and Workers' Compensation): Administer and maintain the City's insurance programs for general, professional, vehicle liability, property, and workers' compensation insurance.

Investments: Administer and maintain the City's investment program to maximize interest earnings on idle cash.

Business Tax Receipts: Issue new and renewals of business tax receipts, formerly known as occupational licenses, for businesses and home occupations in the City.

Finance



Department Budget Summary

| Expenditures | FY 2018 Actual | FY 2019 Actual | FY 2020 Budget | FY 2021 Budget | Dollar Change | Percent Change |
|------------------------|-------------------|-------------------|-------------------|-------------------|--------------------|-------------------|
| Personnel Services | 664,867 | 607,886 | 623,531 | 512,064 | (111,467) | -18% |
| Contractual Services | 33,091 | 50,118 | 60,200 | 50,600 | (9,600) | -16% |
| Operating Expenditures | 29,327 | 21,565 | 35,550 | 31,060 | (4,490) | -13% |
| Capital Outlay | 0 | 0 | 0 | 0 | 0 | n/a |
| Total | \$727,285 | \$679,569 | \$719,281 | \$593,724 | \$(125,557) | -17% |

Budgeted Positions

| | FY 2018 | FY 2019 | FY 2020 | FY 2021 |
|--------------------------|----------|----------|----------|----------|
| Assistant City Manager | 1 | 1 | 1 | 0 |
| Finance Director | 1 | 1 | 1 | 1 |
| Purchasing Director | 1 | 0 | 0 | 0 |
| Controller | 0 | 0 | 1 | 1 |
| Budget & Grants Manager | 0 | 0 | 0 | 1 |
| Senior Accountant | 1 | 1 | 0 | 0 |
| Accountant | 1 | 1 | 1 | 1 |
| Accounting Clerk | 1 | 1 | 1 | 1 |
| Administrative Assistant | 0 | 1 | 0 | 0 |
| Total | 6 | 6 | 5 | 5 |

Finance

Public Service Levels

- Produce the City's Comprehensive Annual Financial Report;
- Produce the City's Annual Budget and Capital Improvement Program;
- Process 3,900 payroll direct deposits;
- Issue 2,300 accounts payable checks;
- Complete 900 lien requests;
- Issue 375 new and renewal business tax receipts

Accomplishments

- Received no auditor comments on the Fiscal Year 2019 audit;
- Received the GFOA Distinguished Budget Award;
- Received the GFOA Certificate of Achievement for Excellence in Financial Reporting;
- Met ACA (Affordable Care Act) compliance reporting requirement deadlines;
- Managed three (3) investment accounts with Florida Local Government Investment Pools;
- Successfully implemented a new banking services provider;
- Successfully transitioned to a new insurance carrier for all property, casualty, liability, and workers' compensation policies;
- Sold numerous idle vehicles and equipment through online resources;
- Transitioned the grant application and management process from a consultant to staff.



Performance Measures

| Workload Indicators | FY 2018 Actual | FY 2019 Actual | FY 2020 Actual | FY 2021 Goal |
|--|-------------------|-------------------|-------------------|-----------------|
| Receive the GFOA Certificate for Excellence in Financial Reporting | Yes | Yes | Yes | Yes |
| Receive the GFOA Distinguished Budget Presentation Award | Yes | Yes | Yes | Yes |
| Process payroll checks | 3,992 | 3,779 | 3,671 | 3,900 |
| Issue Accounts Payable checks | 2,210 | 2,301 | 2,058 | 2,300 |
| Prepare check runs | 56 | 65 | 64 | 50 |
| Complete lien requests | 928 | 888 | 1,040 | 900 |
| Issue (new and renewal) business tax receipts | 456 | 266 | 301 | 375 |
| Process payroll changes | 472 | 467 | 316 | 500 |

Finance

| Measurement | Strategic Goal | Measure Type | FY 2018 | | FY 2019 | | FY 2020 | | FY 2021 Goal |
|--|---|---------------|-------------|--------|-------------|--------|-------------|--------|--------------|
| | | | Goal | Actual | Goal | Actual | Goal | Actual | |
| Percentage of "Public Stuff" requests responded to within 24 hours | Effective Governance and Internal Communication | Efficiency | 100% | 100% | 100% | 100% | 100% | 100% | 100% |
| Number of Auditor's Comments | Effective Governance and Internal Communication | Demand | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| Number of adjusting journal entries resulting from audit | Effective Governance and Internal Communication | Workload | 2 | 0 | 2 | 1 | 2 | 0 | 2 |
| Number of checks voided due to error | Effective Governance and Internal Communication | Efficiency | 2 | 8 | 2 | 7 | 2 | 11 | 2 |
| Maintain a year-end budget variance of between +0% and -10% | Effective Governance and Internal Communication | Effectiveness | +0% to -10% | -7.7% | +0% to -10% | -9.5% | +0% to -10% | -9.0% | +0% to -10% |



Purchasing

Mission Statement

The Purchasing Department is committed to facilitating the procurement of all goods and services efficiently and effectively, in compliance with the policies and procedures of the City of Parkland. The Purchasing Department acts prudently, uses good business judgment, and is fiscally responsible for following sound purchasing practices and procedures by promoting an open, fair, and transparent competitive process to ensure that the citizens of Parkland receive the optimum value for every expenditure.

Core Services

Purchasing: Oversee citywide purchasing in accordance with the City's Procurement Code, including all purchase orders. Additionally, the Purchasing Department works with all City departments to develop bid packages, requests for qualifications, requests for proposals, invitation to bids, and quotation requests. The Purchasing Department also maintains vendor information, reviews and evaluates all solicitations received, and recommends award of the solicitation.

Performance Measures

| Workload Indicators | FY 2018 Actual | FY 2019 Actual | FY 2020 Actual | FY 2021 Goal |
|--|----------------|----------------|----------------|--------------|
| Process Purchase Orders | 212 | 200 | 336 | 250 |
| Process quotes (New for FY 2019) | n/a | 4 | 11 | 15 |
| Process ITBs (invitation to bid) (New for FY 2019) | n/a | 9 | 5 | 10 |
| Process RFPs, RFQs (New for FY 2019) | n/a | 22 | 3 | 10 |

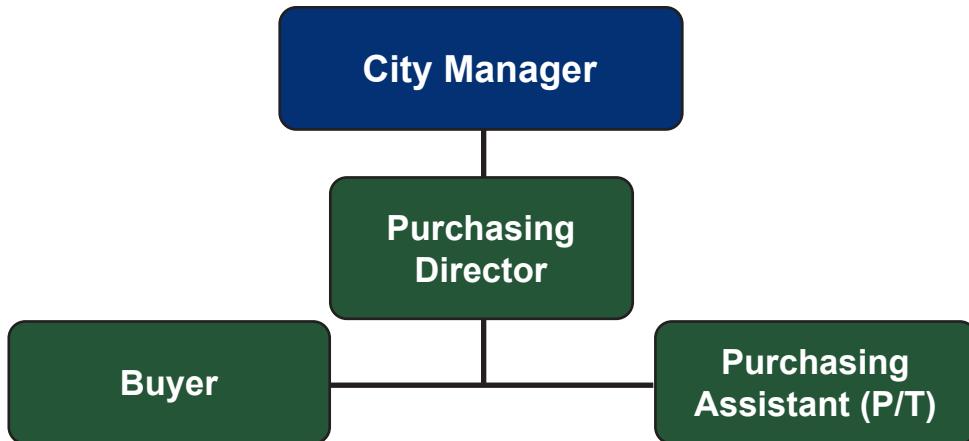
Public Service Levels

- Process 250 Purchase Orders;
- Process 15 Quotes;
- Process 10 ITBs (invitation to bid);
- Process 10 RFPs/RFQs (request for proposal/request for quote);
- Procure over \$27 million in goods and services.

Accomplishments

- Increase the number of open-ended contracts to provide continued services with little or minimal interruptions;
- Attended the Reverse Trade Show to promote business opportunity for local vendors;
- Updated the Procurement Code and Manual;
- Continue to enhance and streamline the City's procurement process;
- Continue to collaborate with Vendor Registry to improve the City's purchasing portal to promote prospective vendor participation;
- Longtime member of the National Institute of Governmental Purchasing (NIGP). With over 3,000 member agencies representing over 15,000 professionals across the United States, Canada and Countries outside of North America, the NIGP is one of the largest public procurement organization. Thus, the City adheres to the NIGP's Public Procurement Values and Guiding Principles: Accountability, Ethics, Impartiality, Professionalism, Service & Transparency.

Purchasing



Department Budget Summary*

| Expenditures | FY 2018 Actual | FY 2019 Actual | FY 2020 Budget | FY 2021 Budget | Dollar Change | Percent Change |
|------------------------|-------------------|-------------------|-------------------|-------------------|------------------|-------------------|
| Personnel Services | 0 | 234,801 | 294,910 | 305,167 | 10,257 | 3% |
| Contractual Services | 0 | 0 | 5,000 | 5,000 | 0 | n/a |
| Operating Expenditures | 0 | 8,656 | 18,290 | 17,815 | (475) | -3% |
| Capital Outlay | 0 | 0 | 0 | 0 | 0 | n/a |
| Total | \$- | \$243,457 | \$318,200 | \$327,982 | \$9,782 | 3% |

Budgeted Positions*

| | FY 2018 | FY 2019 | FY 2020 | FY 2021 |
|----------------------------------|------------|----------|----------|----------|
| Purchasing Director | n/a | 1 | 1 | 1 |
| Buyer | n/a | 1 | 1 | 1 |
| Purchasing Assistant (Part-time) | n/a | 0 | 1 | 1 |
| Total | n/a | 2 | 3 | 3 |

* The Purchasing department was created in Fiscal Year 2019, moving one position, a Director, from the Finance department and creating the Buyer position. A part-time Purchasing Assistant position was added in Fiscal Year 2020.

Human Resources

Mission Statement

It is the mission of the Human Resources Department to provide quality services to the employees of the City. We provide recruitment of qualified individuals and volunteers. We strive for retention of valuable employees, including training, development and education to promote individual success and increase overall value to the City. We seek inspiration and encouragement for a high level of employee morale through recognition, effective communication and regular feedback. Inspired by the City's goal to provide exceptional services to the City's residents, HR aims to achieve this through our teamwork philosophy, proactive efforts and commitment to HR best practices.

Core Services

Recruitment: Coordinate all position recruitment including advertising, screening, interviewing, testing, selection and employee database management.

Training and Development: Coordinate all in-house training programs including compliance policy training, quality training, new employee orientation and other training as identified.

Compensation and Classification: Support the development and maintenance of a City-wide classification system, preparation and maintenance of classification specifications, preparation and maintenance of job descriptions and completion of salary surveys.

Safety and Wellness: Coordinate City-wide safety programs including safety training, safety inspections and the safety committee.

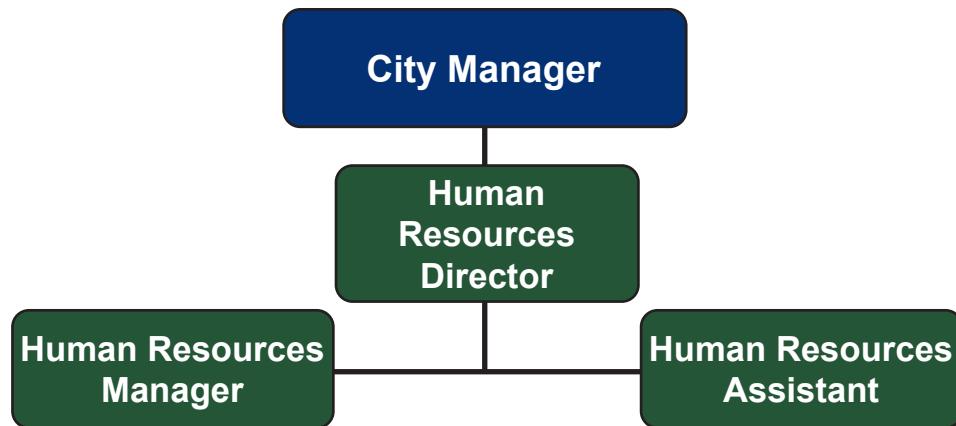
Benefits: Provide comprehensive medical, dental, vision, life, disability coverage as well as additional supplemental insurances.

Internship and Volunteer Programs: Coordinate interns and volunteers that have been placed in multiple departments within the City. This benefits the students and promotes community goodwill.

Performance Measures

| Workload Indicators | FY 2018 Actual | FY 2019 Actual | FY 2020 Actual | FY 2021 Goal |
|---|-------------------|-------------------|-------------------|-----------------|
| Number of wellness events/opportunities (changed for FY 2020 from # of employees) | 55 | 157 | 20 | 50 |
| Number of volunteer events | 63 | 39 | 14 | 24 |
| Number of teambuilding and morale events held (New for FY 2020) | n/a | n/a | 13 | 5 |
| Number of safety initiatives and trainings offered (New for FY 2020) | n/a | n/a | 3 | 5 |
| Number of training opportunities provided (New for FY 2021) | n/a | n/a | n/a | 5 |

Human Resources



Department Budget Summary

| Expenditures | FY 2018 Actual | FY 2019 Actual | FY 2020 Budget | FY 2021 Budget | Dollar Change | Percent Change |
|------------------------|-------------------|-------------------|-------------------|-------------------|-------------------|-------------------|
| Personnel Services | 177,629 | 273,823 | 403,264 | 400,783 | (2,481) | -1% |
| Contractual Services | 39,347 | 18,943 | 32,980 | 27,480 | (5,500) | -17% |
| Operating Expenditures | 17,993 | 18,123 | 39,655 | 34,560 | (5,095) | -13% |
| Capital Outlay | 0 | 0 | 0 | 0 | 0 | n/a |
| Total | \$234,969 | \$310,889 | \$475,899 | \$462,823 | \$(13,076) | -3% |

Budgeted Positions

| | FY 2018 | FY 2019 | FY 2020 | FY 2021 |
|----------------------------|----------|----------|----------|----------|
| Human Resources Director | 0 | 1 | 1 | 1 |
| Human Resources Manager | 1 | 1 | 1 | 1 |
| Human Resources Generalist | 0 | 0 | 1 | 0 |
| Human Resources Specialist | 2 | 1 | 0 | 0 |
| Human Resources Assistant* | 0 | 0 | 0 | 1 |
| Interns (part-time) | 2 | 2 | 0 | 0 |
| Total | 5 | 5 | 3 | 3 |

* Reclassified the HR Generalist position to HR Assistant in Fiscal Year 2021.

Human Resources

Public Service Levels

- Increase the number of internal employee training classes;
- Decrease the number of employee work related injuries and Worker's Compensation claims;
- Decrease full time employee turnover rate;
- Increase community relations efforts;
- Improve consistency by updating HR rules and regulations;
- Increase employee teambuilding opportunities;
- Increase wellness events.

Accomplishments

- Added goal-setting to employee performance evaluations, including training;
- Decreased full-time employee turnover rate;
- Continued providing an MVP volunteer appreciation event;
- Increased wellness efforts, provided wellness events, and partnered with insurance carrier for funding;
- Increased employee teambuilding events;
- Revamped job descriptions with assistance from consultant;
- Created and facilitated internal services survey, sharing results with departments and connecting future goals to them;
- Provided employee leadership training and risk claims training opportunities;
- Revamped internal recruitment processing with NeoGov;
- Navigated employment changes due to COVID-19, including new policies, legal compliance, employee/management support, etc.;
- Began work on ADA transition plan with other departments.

| Measurement | Strategic Goal | Measure Type | FY 2018 | | FY 2019 | | FY 2020 | | FY 2021 Goal |
|--|---|---------------|---------|--------|---------|--------|---------|--------|--------------|
| | | | Goal | Actual | Goal | Actual | Goal | Actual | |
| Percentage of performance reviews completed within 30 days after rating period | Effective Governance and Internal Communication | Efficiency | 100% | 74% | 90% | 87% | 90% | 94% | 90% |
| Full time employee turnover rate | Effective Governance and Internal Communication | Effectiveness | 15% | 12% | 15% | 14% | 13% | 13% | 13% |
| Percent of volunteer placement matched with need (New for FY 2020) | Effective Governance and Internal Communication | Efficiency | n/a | n/a | n/a | n/a | 95% | 100% | 95% |
| Volunteer program growth (New for FY 2020) | Effective Governance and Internal Communication | Efficiency | n/a | n/a | n/a | n/a | 5% | 3% | 5% |

Information Technology

Mission Statement

Information Technology's mission is to lead, guide, and support in the effective use of computers and information processing technology, in partnership with City departments, to meet the overall objective of providing quality services to the citizens of Parkland.

Core Services

Develop and maintain business applications, integrating them with the production computing environment. Plan, manage, and maintain a production environment (platforms, LAN) in accordance with service level agreements related to security, reliability, availability, and performance of voice and data services.

Provide and support desktop access to general purpose software tools, business applications and adapt across multiple computing platforms, and external services, data or applications.

Provide "on demand" service and support for system and security administration, problem resolution or coordination, acquisition research and assistance, and information requests relative to tools, data, and applications.

Assistant City Manager

Information Technology Director

Information Technology Manager

Network Administrator

Help Desk Technician

Department Budget Summary

| Expenditures | FY 2018 Actual | FY 2019 Actual | FY 2020 Budget | FY 2021 Budget | Dollar Change | Percent Change |
|------------------------|-------------------|-------------------|-------------------|-------------------|------------------|-------------------|
| Personnel Services | 240,912 | 257,835 | 283,085 | 487,445 | 204,360 | 72% |
| Contractual Services | 172,085 | 233,830 | 280,857 | 264,370 | (16,487) | -6% |
| Operating Expenditures | 29,434 | 32,323 | 32,142 | 35,237 | 3,095 | 10% |
| Capital Outlay | 0 | 0 | 0 | 0 | 0 | n/a |
| Total | \$442,431 | \$523,988 | \$596,084 | \$787,052 | \$190,968 | 32% |

Budgeted Positions

| | FY 2018 | FY 2019 | FY 2020 | FY 2021 |
|---------------------------------|----------|----------|----------|----------|
| Information Technology Director | 0 | 0 | 0 | 1 |
| Information Technology Manager | 1 | 1 | 1 | 1 |
| Network Administrator* | 1 | 1 | 1 | 1 |
| Help Desk Technician | 1 | 1 | 1 | 1 |
| Total | 3 | 3 | 3 | 4 |

*The Network Administrator position was re-classified from Senior Information Technology Specialist in Fiscal Year 2020.

Information Technology

Public Service Levels

- Implement IT service level agreements;
- Respond to 1,600 requests for services;
- Upgrade computers as outlined in Computer Replacement Program;
- Continuously update the five-year Strategic Technology Plan incorporating new technologies and cost savings;
- Enhancements to security profile through the use of software and hardware additions to the network.

Accomplishments

- Complete replacement of all wireless access points and controller;
- Added new data cabling for the Library expansion;
- Upgraded Microsoft Exchange;
- Audited Microsoft Active Directory;
- Upgrades to commission chambers for meetings;
- Utilization of Zoom for meetings to aid with commission meetings, pre-bid meetings, planning and zoning meetings, and special magistrate;
- Continued support of telework environment for remote users from Covid-19;
- Utilize Threat Advice for cyber security training and phishing attacks.

Performance Measures

| Workload Indicators | FY 2018 Actual | FY 2019 Actual | FY 2020 Actual | FY 2021 Goal |
|---|-------------------|-------------------|-------------------|-----------------|
| Respond to IT requests for services | 1,125 | 1,091 | 1,198 | 1,600 |
| Attract patron visits to the City's website | 454,300 | 353,565 | 384,448 | 375,000 |
| Number of computers replaced | 19 | 31 | 82 | 22 |
| Number of Reception Desk calls | 8,094 | 6,137 | 5,685 | 10,000 |
| Number of virtual servers | 42 | 35 | 47 | 55 |

| Measurement | Strategic Goal | Measure Type | FY 2018 | | FY 2019 | | FY 2020 | | FY 2021 Goal |
|--|---|-----------------|---------|--------|---------|--------|---------|--------|--------------------|
| | | | Goal | Actual | Goal | Actual | Goal | Actual | |
| Number of projects implemented in accordance with the IT work plan | Effective Governance and Internal Communication | Effectiveness | 5 | 4 | 6 | 5 | 6 | 7 | 4 |
| Percentage of time network available during active business hours | Effective Governance and Internal Communication | Effectiveness | 100% | 99% | 100% | 99.8% | 100% | 100% | 100% |

Legal Services

Mission Statement

To provide quality legal representation and advice to the City Commission and City Administration.

Core Services

Represent the City Commission and City Administration in all matters of law pertaining to their official duties.

Review ordinance, resolutions, contracts and other documents.

Review and prepare contracts and agreements in a timely manner.

Advise on statutory matters and handle litigation.

Assist and advise on preventative approaches to limiting risk.

Provide continuing legal updates to City Manager.

Budget Summary

| Expenditures | FY 2018 Actual | FY 2019 Actual | FY 2020 Budget | FY 2021 Budget | Dollar Change | Percent Change |
|------------------------|-------------------|-------------------|-------------------|-------------------|------------------|-------------------|
| Personnel Services | 0 | 0 | 0 | 0 | 0 | n/a |
| Contractual Services | 219,071 | 205,000 | 379,200 | 536,200 | 157,000 | 41% |
| Operating Expenditures | 0 | 0 | 0 | 0 | 0 | n/a |
| Capital Outlay | 0 | 0 | 0 | 0 | 0 | n/a |
| Total | \$219,071 | \$205,000 | \$379,200 | \$536,200 | \$157,000 | 41% |

Budgeted Positions

Legal Services are provided by contract by Weiss Serota Helfman Cole & Bierman.



Development Services



Department Budget Summary

| Expenditures | FY 2018 Actual | FY 2019 Actual | FY 2020 Budget | FY 2021 Budget | Dollar Change | Percent Change |
|------------------------|--------------------|--------------------|--------------------|--------------------|------------------|-------------------|
| Personnel Services | 2,041,913 | 2,113,618 | 2,624,572 | 2,737,485 | 112,913 | 4% |
| Contractual Services | 386,827 | 419,025 | 567,300 | 471,804 | (95,496) | -17% |
| Operating Expenditures | 107,793 | 173,026 | 311,435 | 298,140 | (13,295) | -4% |
| Capital Outlay | 0 | 0 | 0 | 0 | 0 | n/a |
| Total | \$2,536,533 | \$2,705,669 | \$3,503,307 | \$3,507,429 | \$4,122 | 0% |

Budgeted Positions

| | FY 2018 | FY 2019 | FY 2020 | FY 2021 |
|-------------------|-----------|-----------|-----------|-------------|
| Building | 22 | 23 | 23 | 23 |
| Planning & Zoning | 1 | 1 | 1 | 1 |
| Engineering | 4 | 4 | 4 | 4.5 |
| Total | 27 | 28 | 28 | 28.5 |

Development Services Building

Mission Statement

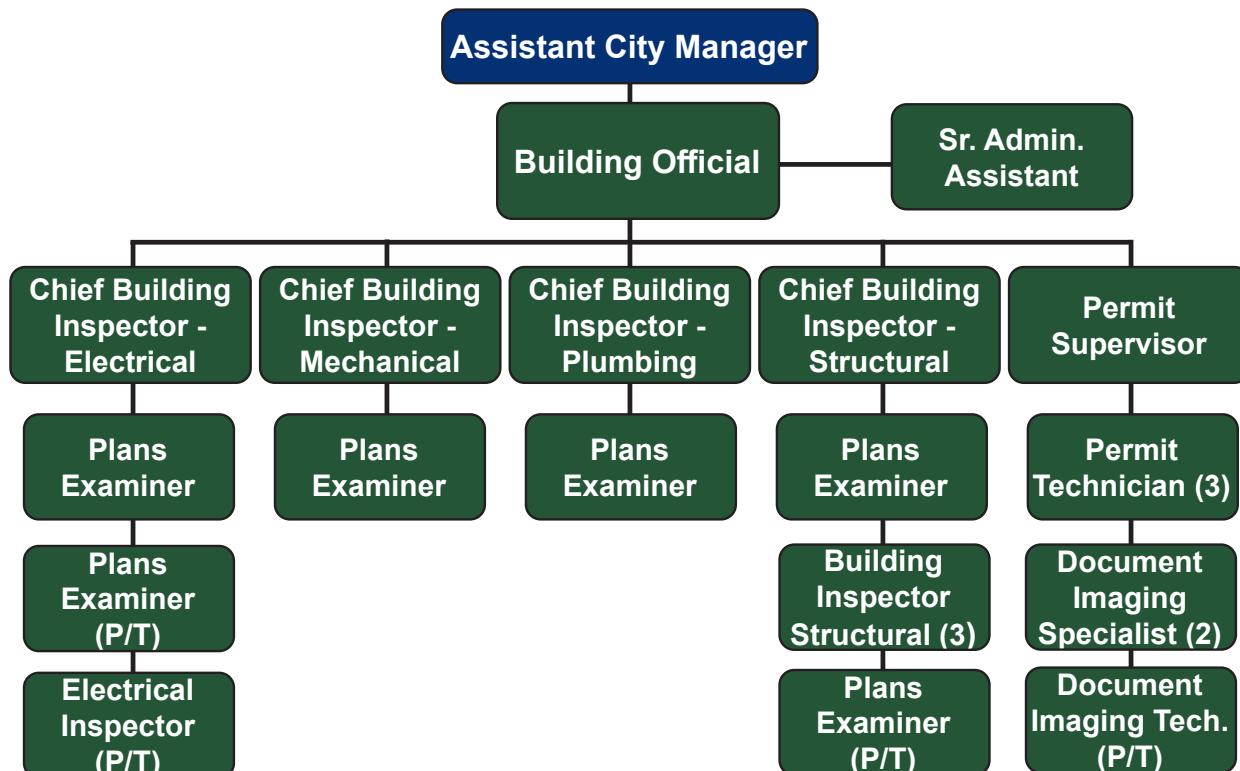
The City of Parkland's Building Department's primary goal is to ensure the safety and welfare of the City's residents and business community while maintaining excellent customer service throughout the process. Parkland's Building Department is also taking the lead in educating residents on the permitting process and the importance of adhering to State and Local Codes for life safety purposes.

Core Services

Plan Review and Inspections: The main goal of the plan review process is to review all construction drawings and documentation submitted to make certain all plans for structural, electrical, plumbing, gas, and mechanical construction work are code compliant. All inspections are performed by a team of highly trained professionals who are committed to providing first-rate customer service. Our inspectors make sure all life-safety conditions have been met and are code compliant while out on job sites.

Administrative/Support Services: The administrative staff is dedicated to providing outstanding customer service and assistance to Parkland's citizens and contractors concerning the permitting process, contractor registrations/updates, building record maintenance and the management of inspection requests.

Permit Records: The Building Department's move to an electronic permitting process has introduced the move to scanning permit records and contractor registration forms/licenses for records maintenance. This results in more expedient records retrieval for the residents and customers of the Building Department.



Development Services Building

Division Budget Summary

| Expenditures | FY 2018 Actual | FY 2019 Actual | FY 2020 Budget | FY 2021 Budget | Dollar Change | Percent Change |
|------------------------|--------------------|--------------------|--------------------|--------------------|------------------|-------------------|
| Personnel Services | 1,811,665 | 1,872,826 | 2,309,959 | 2,384,956 | 74,997 | 3% |
| Contractual Services | 187,240 | 213,342 | 367,560 | 307,964 | (59,596) | -16% |
| Operating Expenditures | 59,799 | 90,168 | 167,080 | 227,550 | 60,470 | 36% |
| Capital Outlay | 0 | 0 | 0 | 0 | 0 | n/a |
| Total | \$2,058,704 | \$2,176,336 | \$2,844,599 | \$2,920,470 | \$75,871 | 3% |

Budgeted Positions

| | FY 2018 | FY 2019 | FY 2020 | FY 2021 |
|--|-----------|-----------|-----------|-----------|
| Building Official | 1 | 1 | 1 | 1 |
| Chief Building Inspector | 3 | 3 | 4 | 4 |
| Inspector II | 2 | 1 | 0 | 0 |
| Inspector | 4 | 5 | 0 | 0 |
| Building Inspector-Mechanical | 0 | 0 | 1 | 0 |
| Building Inspector-Plumbing | 0 | 0 | 1 | 0 |
| Building Inspector-Structural | 0 | 0 | 3 | 3 |
| Inspector (Part-time) | 2 | 2 | 1 | 1 |
| Plans Examiner | 2 | 2 | 2 | 4 |
| Plans Examiner (Part-time) | 1 | 1 | 2 | 2 |
| Permit Supervisor | 0 | 0 | 1 | 1 |
| Permit Coordinator | 1 | 1 | 0 | 0 |
| Permit Technician | 3 | 3 | 3 | 3 |
| Senior Administrative Assistant | 1 | 1 | 1 | 1 |
| Doc. Imaging Spec. (1 New for FY 2021) | 0 | 0 | 3 | 2 |
| Doc. Imaging Technician (Part-time) | 2 | 3 | 0 | 1 |
| Total | 22 | 23 | 23 | 23 |

Performance Measures

| Workload Indicators | FY 2018 Actual | FY 2019 Actual | FY 2021 Actual | FY 2021 Goal |
|--|-------------------|-------------------|-------------------|-----------------|
| Conduct building inspections | 43,646 | 46,595 | 34,112 | 45,000 |
| Provide plan review and issue building permits | 8,223 | 9,841 | 8,830 | 9,900 |
| Issue building permits | 2,763 | 2,919 | 2,739 | 2,600 |
| Issue commercial/residential certificate of occupancy | 414 | 406 | 370 | 400 |
| Process records retrieval requests | 21 | 10 | 0 | 10 |
| Contact contractors or owners of permits nearing or having reached expiration status | 407 | 1,046 | 916 | 1,000 |
| Customer interaction with contractors and citizens | 37,028 | 38,210 | 34,769 | 40,000 |

Development Services Building

Public Service Levels

- Conduct approximately 45,000 building inspections;
- Issue approximately 2,600 building permits;
- Encounter approximately 40,000 front-of-house interactions with contractors and citizens;
- Complete weekly expired permit reports, generating 1,000 letters to notify contractors and owners of permits with 30-day and expired status warning.

Accomplishments

- Continued to run the City's CRS program which will result in a cost savings on insurance premiums for City residents;
- Provided plan review for 9,000 permit applications;
- Issued approximately 2,600 building permits;
- Conducted approximately 46,000 building inspections;
- Issued approximately 400 commercial and resident certificates of occupancy;
- Processed 10 records retrieval requests;
- Completed weekly expired permit reports, generating 1,000 letters to notify contractors and owners of permits within 30-day and expired status warning;
- Encountered approximately 40,000 office customer interactions with contractors and citizens;
- Issued 165 new and renewal business tax receipts.

| Measurement | Strategic Goal | Measure Type | FY 2018 | | FY 2019 | | FY 2020 | | FY 2021 Goal |
|---|---|--------------|---------|--------|---------|--------|---------|--------|--------------|
| | | | Goal | Actual | Goal | Actual | Goal | Actual | |
| Percentage of "Public Stuff" requests responded to within 24 hours | Effective Governance and Internal Communication | Efficiency | 100% | 100% | 100% | 98.8% | 100% | 98.8% | 100% |
| Percent of permits with first review completed within 15 days | Effective Governance and Internal Communication | Efficiency | 99% | 99% | 99% | 99.8% | 99% | 99.8% | 99% |
| Percent of business tax receipts reviewed within 48 hours | Effective Governance and Internal Communication | Efficiency | 99% | 99.5% | 99% | 100% | 99% | 100% | 99% |
| Residential certificates of occupancy issued within two days after final inspection | Effective Governance and Internal Communication | Efficiency | 99% | 100% | 99% | 99% | 99% | 100% | 99% |
| Percent of inspections performed within 24 hours from when called in | Effective Governance and Internal Communication | Efficiency | 99% | 99% | 99% | 99% | 99% | 100% | 99% |

Development Services

Planning & Zoning

Mission Statement

Promote the highest quality development of the natural and built environment through sound application of planning principles and zoning regulations, and through creative problem solving with an emphasis on outstanding customer service.

Core Services

Planning: Ensure that the City's Comprehensive Plan is consistent with all applicable state and county legislation, and that it contains goals, objectives, and policies that reflect the values and character of the community.

Zoning: Assist citizens, business owners, and developers with the proper understanding, application, and implementation of zoning code and land development regulations.

Land Development: Provide City Commission, Planning and Zoning Board, and City Manager with accurate, complete, and timely information and recommendations regarding land use and zoning applications, legislation, environmental review and other matters affecting planning, zoning and land use within and proximate to the City.

Permits: Review building permits for compliance with the City's zoning and land development regulations, including conducting zoning inspections for compliance with approved building permits.

Business Tax Receipts: Review applications for Business Tax Receipts for compliance with the City's zoning and land development regulations.

Customer Service: Serve as a resource and problem solver for all members of the public and other City staff.



| Budgeted Positions | | | | | |
|--------------------|----------|----------|----------|----------|--|
| | FY 2018 | FY 2019 | FY 2020 | FY 2021 | |
| Associate Planner | 1 | 1 | 1 | 1 | |
| Total | 1 | 1 | 1 | 1 | |

Division Budget Summary

| Expenditures | FY 2018 Actual | FY 2019 Actual | FY 2020 Budget | FY 2021 Budget | Dollar Change | Percent Change |
|------------------------|-------------------|-------------------|-------------------|-------------------|-------------------|-------------------|
| Personnel Services | 18,554 | 22,437 | 98,008 | 101,874 | 3,866 | 4% |
| Contractual Services | 110,422 | 147,720 | 138,000 | 116,000 | (22,000) | -16% |
| Operating Expenditures | 4,352 | 5,341 | 8,025 | 7,660 | (365) | -5% |
| Capital Outlay | 0 | 0 | 0 | 0 | 0 | n/a |
| Total | \$133,328 | \$175,498 | \$244,033 | \$225,534 | \$(18,499) | -8% |

Development Services

Planning & Zoning

Public Service Levels

- Process 10 planning petitions;
- Review 100% of building permits within established timeframe;
- Update and maintain City maps;
- Review 100% of business tax applications within 48 hours of receipt.
- Address substantial Municipal Code issues;
- Respond to public inquiries for information and assistance within 24 hours of receipt.

Accomplishments

- Processed 18 planning petitions;
- Updated street map, zoning map, and land use map;
- Reviewed 100% building permits within timeframe;
- Reviewed 100% of business tax applications within 48 hours of receipt;
- Performed 301 zoning inspections;
- Performed 776 building permit reviews for Zoning.

Performance Measures

| Workload Indicators | FY 2018 Actual | FY 2019 Actual | FY 2020 Actual | FY 2021 Goal |
|--|-------------------|-------------------|-------------------|-----------------|
| Process planning petitions | 26 | 28 | 33 | 10 |
| Review building permits for Zoning | 1,212 | 1,297 | 1,367 | 800 |
| Maintain and update City maps | 5 | 4 | 3 | 1 |
| Perform review/update Comprehensive Plan | 0 | 1 | 2 | 0 |

| Measurement | Strategic Goal | Measure Type | FY 2018 | | FY 2019 | | FY 2020 | | FY 2021 Goal |
|--|---|-----------------|---------|--------|---------|--------|---------|--------|--------------------|
| | | | Goal | Actual | Goal | Actual | Goal | Actual | |
| Percentage of "Public Stuff" requests responded to within 24 hours | Effective Governance and Internal Communication | Effectiveness | 95% | 99% | 95% | 98% | 95% | 98% | 95% |
| Percent of customer inquiries responded to within 24 hours | Effective Governance and Internal Communication | Effectiveness | 100% | 100% | 100% | 99% | 96% | 98% | 96% |
| Percent of zoning request letters completed within seven days | Effective Governance and Internal Communication | Effectiveness | 100% | 100% | 100% | 100% | 100% | 100% | 100% |
| Percent of petitions filed timely per statutory requirements | Effective Governance and Internal Communication | Effectiveness | 100% | 100% | 100% | 100% | 100% | 100% | 100% |
| Percent of petitions filed and heard by DRC within 30 days from filed date | Effective Governance and Internal Communication | Efficiency | 100% | 100% | 100% | 100% | 100% | 100% | 100% |
| Perform review and update of Code of Ordinances/Land Development | Effective Governance and Internal Communication | Efficiency | 1 | 0 | 1 | 1 | 1 | 2 | 1 |
| How would you rate the quality of the Planning and Zoning division? | Effective Governance and Internal Communication | Effectiveness | 75% | 76% | 75% | 95% | 75% | 95% | 75% |

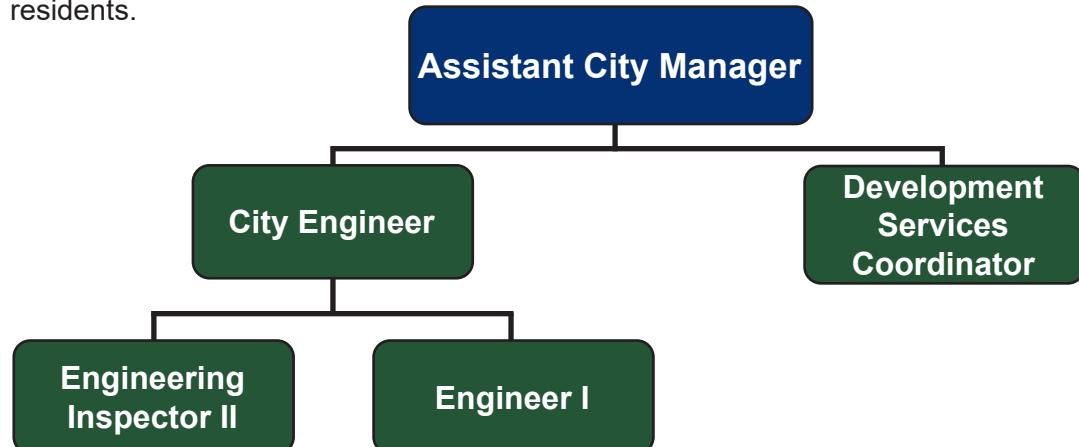
Development Services Engineering

Mission Statement

The Engineering department serves to protect the health, safety and welfare of residents through the development, application, and enforcement of sound engineering standards and practices. Additionally, the department ensures the preservation of the character of Parkland by developing and maintaining the highest quality of landscaping and native habitat on private and public lands. All accomplished through sound management practice of natural areas.

Core Services

Manage all engineering functions, budgeted capital improvement projects, and related services including but not limited to, project planning, cost estimating, budgeting, design coordination, plan review, permitting, bid preparation, grant administration, engineering and NPDES inspections, and develop and update engineering policies and standards as necessary. Perform landscape plan reviews in order to achieve or exceed expectations of the Code and City residents.



Division Budget Summary

| Expenditures | FY 2018 Actual | FY 2019 Actual | FY 2020 Budget | FY 2021 Budget | Dollar Change | Percent Change |
|------------------------|-------------------|-------------------|-------------------|-------------------|-------------------|-------------------|
| Personnel Services | 211,694 | 218,355 | 216,605 | 250,655 | 34,050 | 16% |
| Contractual Services | 89,165 | 57,963 | 61,740 | 47,840 | (13,900) | -23% |
| Operating Expenditures | 43,642 | 77,517 | 136,330 | 62,930 | (73,400) | -54% |
| Capital Outlay | 0 | 0 | 0 | 0 | 0 | n/a |
| Total | \$344,501 | \$353,835 | \$414,675 | \$361,425 | \$(53,250) | -13% |

Budgeted Positions

| | FY 2018 | FY 2019 | FY 2020 | FY 2021 |
|-------------------------------------|----------|----------|----------|------------|
| Assistant City Manager* see page 93 | 1 | 1 | 1 | 0.5 |
| City Engineer | 1 | 1 | 1 | 1 |
| Engineering Inspector II | 1 | 1 | 1 | 1 |
| Engineer I (NEW for FY 2021) | 0 | 0 | 0 | 1 |
| Development Services Coordinator | 0 | 0 | 1 | 1 |
| Senior Administrative Assistant | 1 | 1 | 0 | 0 |
| Total | 4 | 4 | 4 | 4.5 |

Development Services Engineering

Public Service Levels

- Issue 1 site development permit;
- Issue 2 lot clearing permits;
- Conduct 600 engineering plan reviews;
- Conduct 400 NPDES inspections;
- Conduct 2,500 in-house engineering inspections;
- Provide engineering code oversight/inspections of seven (7) residential development projects and one (1) commercial development project:
 1. MiraLago
 2. Watercrest
 3. Parkland Golf & Country Club
 4. Cascata/Triple H Ranch
 5. Parkland Bay
 6. Four Seasons at Parkland
 7. The Falls at Parkland
 8. Coastal Community Church Expansion
- Conduct 300 landscape plan reviews;
- Conduct 750 landscape inspections;
- Issue 70 tree removal permits;
- Process five (5) Environmental Sustainability Incentive program applications;
- Obtain 100% compliance on Florida Department of Environmental Protection MS4 permit;
- Apply to one (1) grant program for project funding opportunity.

Accomplishments

- Successfully maintained the City's Municipal Separate Stormwater Permit (MS4) through the Florida Department of Environmental Protection;
- Successfully updated various engineering code sections;
- Successfully completed Library Expansion Project;
- Successfully coordinated construction of Hillsboro Blvd expansion with The Falls developer and the County;
- Successfully removed exotic vegetation from several City properties, including the corner of Loxahatchee Road and Parkside Drive to improve visibility;
- Successfully executed agreement with County for reimbursement of the construction cost of a traffic signal at the intersection of Nob Hill and Hillsboro Blvd upon traffic signal acceptance by the County;
- Successfully installed a traffic signal system at the intersection of Nob Hill Road and Hillsboro Boulevard (pending);
- Performed 469 engineering plan reviews;
- Performed 2,079 engineering inspections;
- Performed 163 landscape plan reviews;
- Performed 770 landscape inspections.

Development Services Engineering

Performance Measures

| Workload Indicators | FY 2018 Actual | FY 2019 Actual | FY 2020 Actual | FY 2021 Goal |
|--|-------------------|-------------------|-------------------|-----------------|
| Issue engineering permits | 28 | 22 | 31 | 20 |
| Number of in-house engineering inspections | 3,768 | 3,919 | 3,616 | 3,000 |
| Number of NPDES engineering inspections | 611 | 761 | 596 | 400 |
| Number of engineering plan reviews conducted | 1,186 | 1,283 | 1,008 | 600 |
| Issue landscape permits | 8 | 4 | 5 | 5 |
| Issue tree removal permits | 21 | 103 | 103 | 70 |
| Conduct landscape inspections | 877 | 860 | 1,207 | 750 |
| Number of landscape plan reviews conducted | 482 | 606 | 475 | 300 |
| Number of Environmental Sustainability Incentive Program applications received | 4 | 3 | 7 | 5 |

| Measurement | Strategic Goal | Measure Type | FY 2018 | | FY 2019 | | FY 2020 | | FY 2021 Goal |
|---|---|-----------------|---------|--------|---------|--------|---------|--------|--------------------|
| | | | Goal | Actual | Goal | Actual | Goal | Actual | |
| Percentage of capital projects started on time | Effective Governance and Internal Communication | Effectiveness | 100% | 100% | 100% | 100% | 100% | 100% | 100% |
| Percent of permits completed according to timeframe chart | Effective Governance and Internal Communication | Efficiency | 100% | 100% | 100% | 100% | 100% | 100% | 100% |
| Percent of engineering inspections completed within 48 hours of notification | Effective Governance and Internal Communication | Efficiency | 100% | 100% | 100% | 100% | 100% | 100% | 100% |
| Percent of engineering plan reviews completed within timeframe | Effective Governance and Internal Communication | Efficiency | 100% | 100% | 100% | 100% | 100% | 100% | 100% |
| Percent increase in Environmental Sustainability Incentive Program Applications | Effective Governance and Internal Communication | Effectiveness | 5% | 0% | 5% | 4% | 50% | 34% | 25% |
| Number of days to complete landscape plan review | Effective Governance and Internal Communication | Efficiency | 5 days | 5 days | 5 days | 5 days | 5 days | 5 days | 5 days |

Public Safety

Police Services/BSO

Mission Statement

To maintain public safety throughout the City on a daily basis. To provide professional and comprehensive law enforcement and emergency police dispatching services to both residents and visitors of the City of Parkland.

Core Services

The Broward Sheriff's Office (BSO) provides a full range of police services within the City of Parkland by contractual agreement.

Patrol Operations: The Broward Sheriff's Office provides road patrol, traffic enforcement, school resource officers, DARE/GREAT/STAR programs, detectives, community policing services, parking enforcement and traffic/security detail officers to support special events occurring within the City.

Emergency 911 Police Dispatching Services: The Broward Sheriff's Office shall answer and administer, on a twenty-four hour basis, all emergency police dispatching services.

Code Enforcement: The Broward Sheriff's Office provides code enforcement which enforces the City's Code of Ordinances to preserve and enhance the aesthetics of our residential and business communities.

Ancillary Services and Other Programs: The Broward Sheriff's Office provides the City with the following ancillary services and programs: canine specialty units (patrol, drug, cadaver, missing person, bomb); a full service crime lab; a S.W.A.T. unit; helicopter patrol; organized crime investigations (including vice and narcotics); prisoner and jail services; specialized investigators from Central Criminal Investigations; traffic homicide units; Citizen's Police Academy; Commercial Vehicle Enforcement Unit; dive rescue/recovery team; and participation in the City's Development Review Committee.

Department Budget Summary

| Expenditures | FY 2018 Actual | FY 2019 Actual | FY 2020 Budget | FY 2021 Budget | Dollar Change | Percent Change |
|------------------------|--------------------|--------------------|---------------------|---------------------|------------------|-------------------|
| Personnel Services | 295,774 | 323,709 | 340,000 | 374,000 | 34,000 | 10% |
| Contractual Services | 7,692,137 | 9,164,419 | 9,906,993 | 10,368,893 | 461,900 | 5% |
| Operating Expenditures | 28,507 | 27,039 | 41,200 | 44,050 | 2,850 | 7% |
| Capital Outlay | 0 | 0 | 0 | 0 | 0 | n/a |
| Total | \$8,016,418 | \$9,515,167 | \$10,288,193 | \$10,786,943 | \$498,750 | 5% |

Public Service Levels

- Respond to 14,000 calls for police services;
- Conduct 250 arrests;
- Issue 6,500 State traffic citations;
- Issue 100 parking citations;
- Issue 800 Code Enforcement citations.

Accomplishments

- Took delivery of all-terrain vehicle for use during special events and natural disasters;
- Add police bicycle to increase ridership of bike patrols in parks and other high traffic areas;
- Offered community programs, such as self-defense training for women and Citizens Police Academy;
- Held meet and greet events in partnership with homeowners associations.

Public Safety

Police Services/BSO

Performance Measures

| Workload Indicators | FY 2018 Actual | FY 2019 Actual | FY 2020 Goal | FY 2021 Goal |
|---|-------------------|-------------------|-----------------|-----------------|
| Respond to 14,000 Calls for Police Services | 16,141 | 18,287 | 14,000 | 14,000 |
| Conduct Arrests | 119 | 225 | 250 | 250 |
| Issue State Traffic Citations | 4,310 | 4,939 | 6,500 | 6,500 |
| Issue Parking Citations | 4 | 1 | 100 | 100 |
| Issue Code Enforcement Citations | 689 | 705 | 800 | 800 |
| Conduct Police Safety Activities | 19 | 14 | 10 | 10 |
| Number of False Alarm Responses | 1,015 | 1,215 | 450 | 450 |

| Measurement | Strategic Goal | Measure Type | FY 2018 | | FY 2019 | | FY 2020 | | FY 2021 Goal |
|---|---------------------------|-----------------|------------|--------|------------|--------|------------|------------|--------------------|
| | | | Goal | Actual | Goal | Actual | Goal | Actual | |
| Deputy response time of 7 minutes or less for all calls | Maintain a Safe Community | Efficiency | 75% | 74% | 75% | 74% | 75% | N/A | 75% |
| Maintain rank in top five lowest municipal crime rate/per 100,000 population in Broward County (UCR report-April) (calendar year) | Maintain a Safe Community | Efficiency | 5 or lower | 2 | 5 or lower | 2 | 5 or lower | 5 or lower | 5 or lower |
| Percentage of "Public Stuff" Requests responded to within 24 hours | Maintain a Safe Community | Efficiency | 100% | 100% | 100% | 100% | 100% | 100% | 100% |

Public Safety

Code Enforcement

Budget Summary

| Expenditures | FY 2018 Actual | FY 2019 Actual | FY 2020 Budget | FY 2021 Budget | Dollar Change | Percent Change |
|------------------------|-------------------|-------------------|-------------------|-------------------|------------------|-------------------|
| Personnel Services | 0 | 0 | 0 | 0 | 0 | n/a |
| Contractual Services | 6,450 | 8,800 | 8,000 | 8,400 | 400 | 5% |
| Operating Expenditures | 5,888 | 7,567 | 13,400 | 10,900 | (2,500) | -19% |
| Capital Outlay | 0 | 0 | 0 | 0 | 0 | n/a |
| Total | \$12,338 | \$16,367 | \$21,400 | \$19,300 | \$(2,100) | -10% |

| Measurement | Strategic Goal | Measure Type | FY 2018 | | FY 2019 | | FY 2020 | | FY 2021 Goal |
|---|---------------------------|-----------------|-------------|-------------|-------------|-------------|-------------|-------------|--------------------|
| | | | Goal | Actual | Goal | Actual | Goal | Actual | |
| Ratio of Inspector initiated cases vs. called in cases | Maintain a Safe Community | Efficiency | 80%/ 20% | 87%/ 13% | 80%/ 20% | 78%/ 22% | 80%/ 20% | 80%/ 20% | 80%/ 20% |
| Respond within 24 hour to initial non-self initiated complaint to inspection | Maintain a Safe Community | Efficiency | 93% | 92% | 93% | 92% | 93% | 92% | 93% |
| Percentage of total code cases (valid) that concluded in voluntary compliance | Maintain a Safe Community | Efficiency | 80% | 86% | 80% | 90% | 80% | 81% | 80% |

Public Safety

Crossing Guards

Crossing Guards are provided through contractual services with Action Labor of Florida, LLC. The crossing guard contract is not managed by BSO.

Budget Summary

| Expenditures | FY 2018 Actual | FY 2019 Actual | FY 2020 Budget | FY 2021 Budget | Dollar Change | Percent Change |
|------------------------|-------------------|-------------------|-------------------|-------------------|------------------|-------------------|
| Personnel Services | 138,616 | 0 | 0 | 0 | 0 | n/a |
| Contractual Services | 40,088 | 245,342 | 275,000 | 281,500 | 6,500 | 2% |
| Operating Expenditures | 1,372 | 0 | 0 | 0 | 0 | n/a |
| Capital Outlay | 0 | 0 | 0 | 0 | 0 | n/a |
| Total | \$180,076 | \$245,342 | \$275,000 | \$281,500 | \$6,500 | 2% |

Fire Rescue Services

Mission Statement

To assist the public in the protection of life and property by minimizing the impact of fires, medical emergencies and other potential disasters or events that affect the community and environment.

Core Services

Perform the management and administration of the Fire Rescue Department budget, policies and procedures providing department-wide leadership and direction for three fire stations.

Oversee the daily operations pertaining to Inspections, Prevention, Suppression, Emergency Medical Services (EMS), and Training.

Respond to all types of fire-related emergencies within the City.

Oversee various comprehensive training for all fire suppression personnel.

Conduct annual fire inspections on existing commercial and residential properties, and provide fire safety inspections and public education in the public schools.

Provide assistance and emergency medical care to victims of sudden illness or injury.

Budget Summary

| Expenditures | FY 2018 Actual | FY 2019 Actual | FY 2020 Budget | FY 2021 Budget | Dollar Change | Percent Change |
|------------------------|--------------------|--------------------|--------------------|--------------------|------------------|-------------------|
| Personnel Services | 0 | 0 | 0 | 0 | 0 | n/a |
| Contractual Services | 6,074,761 | 6,557,881 | 7,693,388 | 8,230,160 | 536,772 | 7% |
| Operating Expenditures | 165,680 | 214,341 | 275,560 | 310,960 | 35,400 | 13% |
| Capital Outlay | 0 | 0 | 0 | 0 | 0 | n/a |
| Total | \$6,240,441 | \$6,772,222 | \$7,968,948 | \$8,541,120 | \$572,172 | 7% |



Budgeted Positions

Fire Rescue Services are provided by contract by Coral Springs Fire Department.

Fire Rescue Services

Public Service Levels

- Oversee all firefighters for three (3) stations;
- Obtain 90% average response of eight minutes or less;
- Respond to a projected 1,600 calls for service;
- Provide fire prevention activities;
- Conduct approximately 900 fire safety inspections per year;
- Maintain one ALS fire pumper engine and one ALS fifty-five foot aerial truck;
- Provide dual-tier emergency medical service maintaining two full-time units 24 hours a day;
- Ensure 24 hours a day, seven days a week operability of two EMS rescue vehicles and reserve rescue vehicles;
- A minimum of 14 firefighters on scene within 10 minutes 90% of the time for all structure fires.

Accomplishments

- The entire fire department was selected as the recipient of the Broward Health North and Broward Health Medical Center Paramedic of the Year;
- CSFD Lt. Chief named a Paramedic of the Year by Fire Chiefs Association of Broward County;
- Created a new Safety and Health Battalion Chief;
- Provided community risk reduction public education for drowning prevention, sleep safe and car seat education, hurricane season preparation and planning, safety planning for schools and businesses, CPR introduction, bleeding control and many other programs.

Performance Measures

| Workload Indicators | | FY 2018 Actual | FY 2019 Actual | FY 2020 Actual | FY 2021 Goal |
|--|--|-------------------|-------------------|-------------------|-----------------|
| Obtain avg. response of eight minutes or less | | 90% | 93.4% | 95.5% | 90% |
| Respond to a projected 1,600 calls for service | | 1,886 | 1,966 | 2,031 | 1,600 |
| - EMS Calls | | 1,283 | 1,319 | 1,325 | 1,150 |
| - Fire Calls | | 30 | 22 | 23 | 50 |
| - Other | | 573 | 625 | 683 | 400 |
| Provide fire prevention activities | | 9 | 56 | 72 | 20 |
| Conduct approximately 900 fire safety inspections per year | | 902 | 906 | 842 | 900 |

| Measurement | Strategic Goal | Measure Type | FY 2018 | | FY 2019 | | FY 2020 | | FY 2021 Goal |
|---|---------------------------|-----------------|---------|--------|---------|--------|---------|--------|--------------------|
| | | | Goal | Actual | Goal | Actual | Goal | Actual | |
| No more than 5% of total calls can exceed a response time of 15 minutes | Maintain a Safe Community | Efficiency | 5% | 0% | 5% | 0% | 5% | 0% | 5% |
| Percentage of required fire inspections completed | Maintain a Safe Community | Workload | 100% | 100% | 100% | 100% | 100% | 25% | 100% |

Public Works

Mission Statement

To provide effective management, construction and maintenance of City owned infrastructure and facilities, while maintaining the highest levels of customer service and professionalism in support of strategic goals and objectives as defined in the City's Strategic Plan.

Core Services

Administrative Division: Manage and oversee all daily activities of the Public Works Department including, but not limited to, implementation of strategic goals, customer service, payroll, interdepartmental and intergovernmental coordination, contract administration, budget, bid preparation, policies/procedures development, employee training, and assuming the critical command role upon activation of the City's Comprehensive Emergency Management Plan.

Facilities Division: Maintain all City buildings, and related assets including plumbing, mechanical, electrical, alarm, and emergency power systems along with providing resources and support for various City meetings.

Streets Division: Responsible for the construction, maintenance, and repair of all City owned streets and drainage facilities including roadways, curbing, sidewalks, guardrails, swales and canals. Coordinates maintenance of all landscaping within public property right-of-way.

Parks & Grounds Maintenance Division: Maintains all landscaping at City owned facilities including, but not limited to, mowing, trimming, weeding, planting, tree maintenance, pest control, litter control, fertilization and irrigation. Maintains all park facilities including but not limited to, lighting, field layout & preparation, maintenance and repair of park structures and playground equipment. Makes final decision of parks maintenance issues.

Fleet Division: The Fleet Division supports all departments by maintaining and repairing vehicles and equipment in a timely and cost effective manner. The Division is tasked with the Equipment/Vehicle Replacement program and installs specialized equipment in new vehicles.

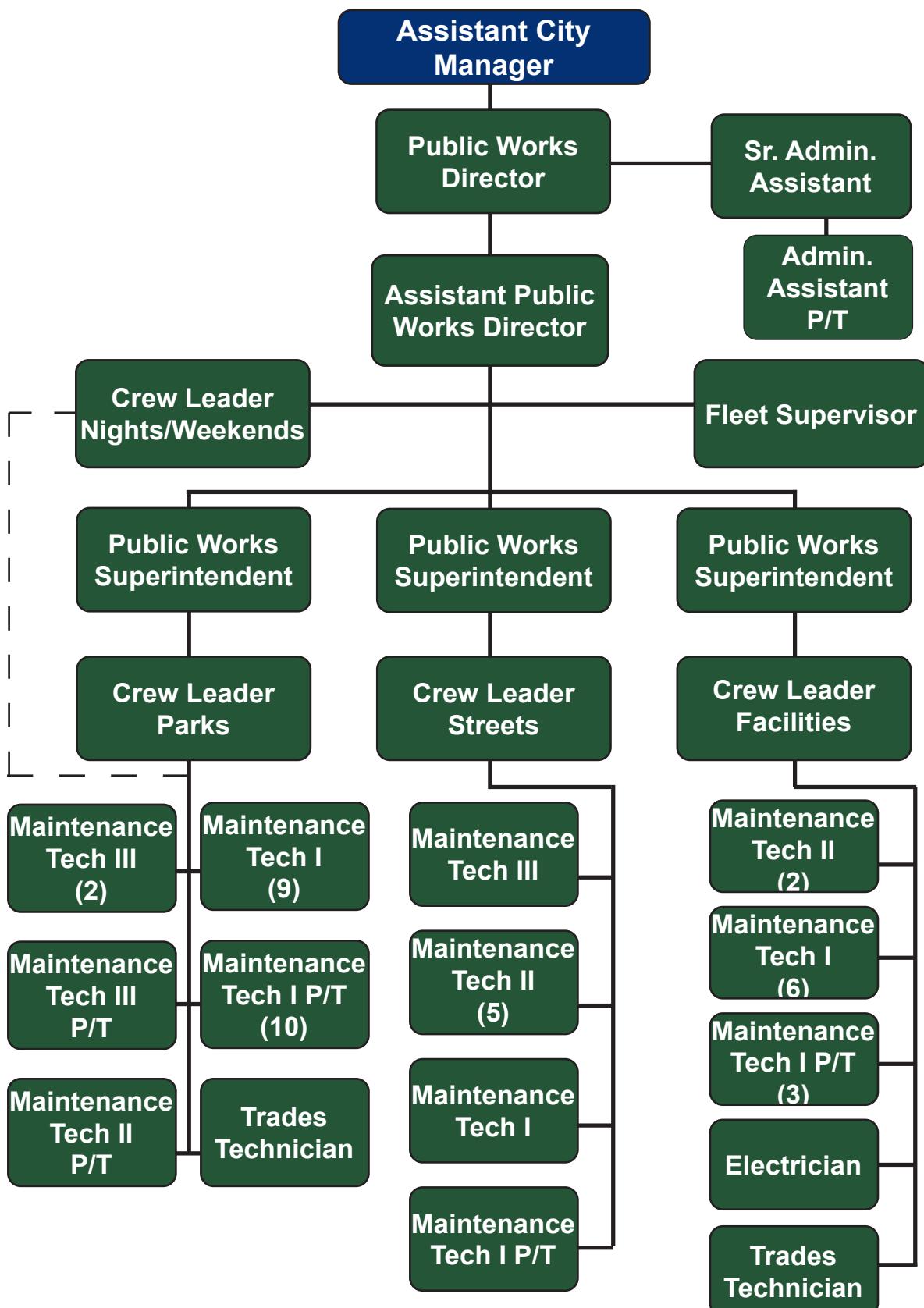
Department Budget Summary

| Expenditures | FY 2018 Actual | FY 2019 Actual | FY 2020 Budget | FY 2021 Budget | Dollar Change | Percent Change |
|------------------------|--------------------|--------------------|--------------------|--------------------|-------------------|-------------------|
| Personnel Services | 2,821,326 | 3,265,910 | 3,293,377 | 3,405,613 | 112,236 | 3% |
| Contractual Services | 2,554 | 62,586 | 32,500 | 20,000 | (12,500) | -38% |
| Operating Expenditures | 1,909,251 | 1,998,537 | 2,257,320 | 2,136,040 | (121,280) | -5% |
| Capital Outlay | 9,944 | 21,319 | 11,000 | 0 | (11,000) | -100% |
| Total | \$4,743,075 | \$5,348,352 | \$5,594,197 | \$5,561,653 | \$(32,544) | -1% |

Budgeted Positions

| | FY 2018 | FY 2019 | FY 2020 | FY 2021 |
|-----------------------------|-----------|-----------|-----------|-----------|
| Administration | 7 | 7 | 8 | 8 |
| Facilities | 12 | 13 | 14 | 14 |
| Streets | 9 | 9 | 9 | 9 |
| Parks & Grounds Maintenance | 23 | 25 | 25 | 25 |
| Fleet | 0 | 1 | 1 | 1 |
| Total | 51 | 55 | 57 | 57 |

Public Works



Public Works

Public Service Levels

- Repair 900 potholes;
- Trim 500 trees;
- Exceed 24 hour “Public Stuff” request response time goal of 90%;
- Obtain 100% departmental compliance with current NIMS training goal.

Accomplishments

- Completed the 7,000 square foot Library expansion project;
- Repaved Municipal Complex parking lot;
- Artificial turf replacement at Pine Trails Park on Fields 1 and 2;
- Completed Public Works/Station 42 AC replacement;
- Completed BSO/Station 97 AC replacement;
- Completed BSO interior renovations;
- Citywide pressure cleaning of sidewalks and curbs;
- Pine Trails Playground fencing project completed;
- Resurfaced basketball courts 3 and 4 at Pine Trails Park.

Performance Measures

| Workload Indicators | FY 2018 Actual | FY 2019 Actual | FY 2020 Actual | FY 2021 Goal |
|---|-------------------|-------------------|-------------------|-----------------|
| Trim trees | 975 | 615 | 532 | 500 |
| Obtain departmental compliance with NIMS training goals | 100% | 100% | 80% | 100% |
| Number of meeting setups; | 244 | 210 | 121 | 120 |
| Number of potholes repaired | 368 | 880 | 1,182 | 900 |



Public Works Administration

Division Budget Summary

| Expenditures | FY 2018 Actual | FY 2019 Actual | FY 2020 Budget | FY 2021 Budget | Dollar Change | Percent Change |
|------------------------|--------------------|--------------------|--------------------|--------------------|------------------|-------------------|
| Personnel Services | 657,046 | 693,009 | 788,781 | 823,273 | 34,492 | 4% |
| Contractual Services | 2,554 | 61,786 | 7,500 | 7,500 | 0 | n/a |
| Operating Expenditures | 670,540 | 638,392 | 655,560 | 654,625 | (935) | 0% |
| Capital Outlay | 0 | 0 | 0 | 0 | 0 | n/a |
| Total | \$1,330,140 | \$1,393,187 | \$1,451,841 | \$1,485,398 | \$33,557 | 2% |

Budgeted Positions

| | FY 2018 | FY 2019 | FY 2020 | FY 2021 |
|--------------------------------------|----------|----------|----------|----------|
| Public Works Director | 1 | 1 | 1 | 1 |
| Assistant Public Works Director | 1 | 1 | 1 | 1 |
| Superintendent | 3 | 3 | 3 | 3 |
| Crew Leader (Nights) | 1 | 1 | 1 | 1 |
| Sr. Administrative Assistant | 1 | 1 | 1 | 1 |
| Administrative Assistant (Part-time) | 0 | 0 | 1 | 1 |
| Total | 7 | 7 | 8 | 8 |

| Measurement | Strategic Goal | Measure Type | FY 2018 | | FY 2019 | | FY 2020 | | FY 2021 Goal |
|--|---|-----------------|---------|--------|---------|--------|---------|--------|--------------------|
| | | | Goal | Actual | Goal | Actual | Goal | Actual | |
| Percentage of "Public Stuff" Requests responded to within 24 hours | Effective Governance and Internal Communication | Efficiency | 100% | 100% | 100% | 100% | 100% | 100% | 100% |
| Percent of capital improvement projects completed on time (current year) | Effective Governance and Internal Communication | Effectiveness | 100% | 100% | 100% | 100% | 100% | 100% | 100% |
| Percentage of construction projects completed within budget | Effective Governance and Internal Communication | Effectiveness | 100% | 100% | 100% | 100% | 100% | 100% | 100% |
| Percent increase in resident recycling (tonnage) | Effective Governance and Internal Communication | Effectiveness | 1.25% | 2.1% | 2.5% | 2.2% | 2.5% | 10% | 2.5% |

Public Works Facilities

Division Budget Summary

| Expenditures | FY 2018 Actual | FY 2019 Actual | FY 2020 Budget | FY 2021 Budget | Dollar Change | Percent Change |
|------------------------|-------------------|-------------------|--------------------|--------------------|------------------|-------------------|
| Personnel Services | 494,015 | 640,769 | 793,895 | 816,593 | 22,698 | 3% |
| Contractual Services | 0 | 800 | 0 | 0 | 0 | n/a |
| Operating Expenditures | 187,754 | 201,507 | 212,300 | 210,455 | (1,845) | -1% |
| Capital Outlay | 0 | 1,999 | 0 | 0 | 0 | n/a |
| Total | \$681,769 | \$845,075 | \$1,006,195 | \$1,027,048 | \$20,853 | 2% |

Budgeted Positions

| | FY 2018 | FY 2019 | FY 2020 | FY 2021 |
|------------------------------------|-----------|-----------|-----------|-----------|
| Facilities Crew Leader | 1 | 1 | 1 | 1 |
| Electrician | 0 | 0 | 1 | 1 |
| Maintenance Technician II | 2 | 2 | 2 | 2 |
| Maintenance Technician I | 4 | 6 | 6 | 6 |
| Trades Technician* | 1 | 1 | 1 | 1 |
| Custodian | 1 | 0 | 0 | 0 |
| Maintenance Technician (Part-time) | 0 | 3 | 3 | 3 |
| Custodian (Part-time) | 3 | 0 | 0 | 0 |
| Total | 12 | 13 | 14 | 14 |

* Trades Technician was re-classified from a Trades Specialist in Fiscal Year 2020

| Measurement | Strategic Goal | Measure Type | FY 2018 | | FY 2019 | | FY 2020 | | FY 2021 Goal |
|---|---|-----------------|---------|--------|---------|--------|---------|--------|--------------------|
| | | | Goal | Actual | Goal | Actual | Goal | Actual | |
| Change 100% of the A/C filters at all City Facilities every quarter | Improve and enhance the City's infrastructure | Efficiency | 100% | 100% | 100% | 100% | 100% | 100% | 100% |
| Test and exercise all emergency generators 52 times per year | Improve and enhance the City's infrastructure | Efficiency | 100% | 100% | 100% | 100% | 100% | 100% | 100% |

Public Works

Streets

Division Budget Summary

| Expenditures | FY 2018 Actual | FY 2019 Actual | FY 2020 Budget | FY 2021 Budget | Dollar Change | Percent Change |
|------------------------|-------------------|-------------------|--------------------|--------------------|------------------|-------------------|
| Personnel Services | 373,296 | 435,506 | 536,549 | 557,454 | 20,905 | 4% |
| Contractual Services | 0 | 0 | 0 | 0 | 0 | n/a |
| Operating Expenditures | 255,523 | 316,248 | 518,200 | 523,450 | 5,250 | 1% |
| Capital Outlay | 6,550 | 2,384 | 3,000 | 0 | (3,000) | -100% |
| Total | \$635,369 | \$754,138 | \$1,057,749 | \$1,080,904 | \$23,155 | 2% |

Budgeted Positions

| | FY 2018 | FY 2019 | FY 2020 | FY 2021 |
|--------------------------------------|----------|----------|----------|----------|
| Streets/Water Crew Leader | 1 | 1 | 1 | 1 |
| Maintenance Technician III* | 0 | 0 | 1 | 1 |
| Maintenance Technician II | 5 | 5 | 5 | 5 |
| Maintenance Technician I | 1 | 1 | 1 | 1 |
| Maintenance Technician I (Part-time) | 1 | 1 | 1 | 1 |
| Total | 8 | 9 | 9 | 9 |

* Maintenance Technician III was re-classified from a Senior Maintenance Technician in Fiscal Year 2020.

| Measurement | Strategic Goal | Measure Type | FY 2018 | | FY 2019 | | FY 2020 | | FY 2021 Goal |
|---|---|-----------------|---------|----------|----------|----------|----------|----------|--------------------|
| | | | Goal | Actual | Goal | Actual | Goal | Actual | |
| Tons of asphalt used annually for street and walkway repair | Improve and enhance the City's infrastructure | Workload | 90 tons | 112 tons | 100 tons | 120 tons | 100 tons | 164 tons | 100 tons |
| Respond to street repairs within 5 business days from request | Improve and enhance the City's infrastructure | Effectiveness | 100% | 100% | 100% | 100% | 100% | 100% | 100% |
| Mow 12 miles of canal banks and swales per quarter, annually 48 miles | Improve and enhance the City's infrastructure | Workload | 48 | 48 | 48 | 48 | 48 | 48 | 48 |

Public Works

Parks and Grounds Maintenance

Division Budget Summary

| Expenditures | FY 2018 Actual | FY 2019 Actual | FY 2020 Budget | FY 2021 Budget | Dollar Change | Percent Change |
|------------------------|--------------------|--------------------|--------------------|--------------------|-------------------|-------------------|
| Personnel Services | 1,028,851 | 1,079,261 | 1,067,458 | 1,097,672 | 30,214 | 3% |
| Contractual Services | 0 | 0 | 0 | 0 | 0 | n/a |
| Operating Expenditures | 487,445 | 607,389 | 663,400 | 542,150 | (121,250) | -18% |
| Capital Outlay | 3,394 | 0 | 0 | 0 | 0 | n/a |
| Total | \$1,519,690 | \$1,686,650 | \$1,730,858 | \$1,639,822 | \$(91,036) | -5% |

Budgeted Positions

| | FY 2018 | FY 2019 | FY 2020 | FY 2021 |
|--|-----------|-----------|-----------|-----------|
| Parks Maintenance Crew Leader | 1 | 1 | 1 | 1 |
| Maintenance Technician III* | 2 | 2 | 2 | 2 |
| Maintenance Technician I | 7 | 9 | 9 | 9 |
| Trades Technician | 1 | 1 | 1 | 1 |
| Maintenance Technician III (Part-time) | 0 | 0 | 1 | 1 |
| Maintenance Technician I (Part-time) | 10 | 10 | 10 | 10 |
| Senior Maintenance Technician | 2 | 2 | 0 | 0 |
| Maintenance Technician (Part-time) | 0 | 0 | 1 | 1 |
| Total | 23 | 25 | 25 | 25 |

* The two (2) Maintenance Technician III positions were re-classified from Senior Maintenance Technician positions in Fiscal Year 2020.

| Measurement | Strategic Goal | Measure Type | FY 2018 | | FY 2019 | | FY 2020 | | FY 2021 Goal |
|--|---|-----------------|---------|--------|---------|--------|---------|--------|--------------------|
| | | | Goal | Actual | Goal | Actual | Goal | Actual | |
| Respond to irrigation mainline repairs within 48 hours | Improve and enhance the City's infrastructure | Effectiveness | 100% | 100% | 100% | 100% | 100% | 100% | 100% |

Public Works

Fleet

Division Budget Summary

| Expenditures | FY 2018 Actual | FY 2019 Actual | FY 2020 Budget | FY 2021 Budget | Dollar Change | Percent Change |
|------------------------|-------------------|-------------------|-------------------|-------------------|-------------------|-------------------|
| Personnel Services | 0 | 87,116 | 106,694 | 110,621 | 3,927 | 4% |
| Contractual Services | 0 | 0 | 25,000 | 12,500 | (12,500) | -50% |
| Operating Expenditures | 288,936 | 212,782 | 207,860 | 205,360 | (2,500) | -1% |
| Capital Outlay | 0 | 16,936 | 8,000 | 0 | (8,000) | -100% |
| Total | \$288,936 | \$316,834 | \$347,554 | \$328,481 | \$(19,073) | -5% |

Budgeted Positions

| | FY 2018 | FY 2019 | FY 2020 | FY 2021 |
|-------------------|----------|----------|----------|----------|
| Fleet Supervisor* | 0 | 1 | 1 | 1 |
| Total | 0 | 1 | 1 | 1 |

* Fleet Supervisor was re-classified from Fleet Manager in Fiscal Year 2020.



Parks and Recreation

Mission Statement

To provide Citywide recreational, cultural, educational, and athletic activities for all age groups to enhance the quality of life for the Parkland community in the most safe, efficient, and cost effective manner.

Core Services

Administrative Division: Oversees all Parks & Recreation divisions including recreation programs, senior activities, pavilion rentals, special events, City recognized sports leagues, tennis programs and concession services. This division is also responsible for handling all general administrative needs for the Department, working with the Parks and Recreation Advisory Board and responds to related questions, complaints and comments by the residents.

Athletics: The newly created Athletics Division is responsible for coordinating the sports league activities. All sports leagues are run by private organizations within the City of Parkland that utilize City fields. The City is responsible for the scheduling of fields, purchasing required equipment and ensuring that the field scheduling is updated with current information. This division also issues short term permits for residents to utilize City fields for non-sports league activities. In addition to the sports leagues, the Athletics Division manages the tennis program at Quigley Park. This program is provided on a contractual basis with the goal of offering a variety of tennis programs and events for all abilities and levels of play and to present a professional tennis support staff in a clean and well-organized facility. The City also provides concession services within the City parks. The concession contractor provides park patrons with a variety of items as well as courteous customer service during peak operating hours.

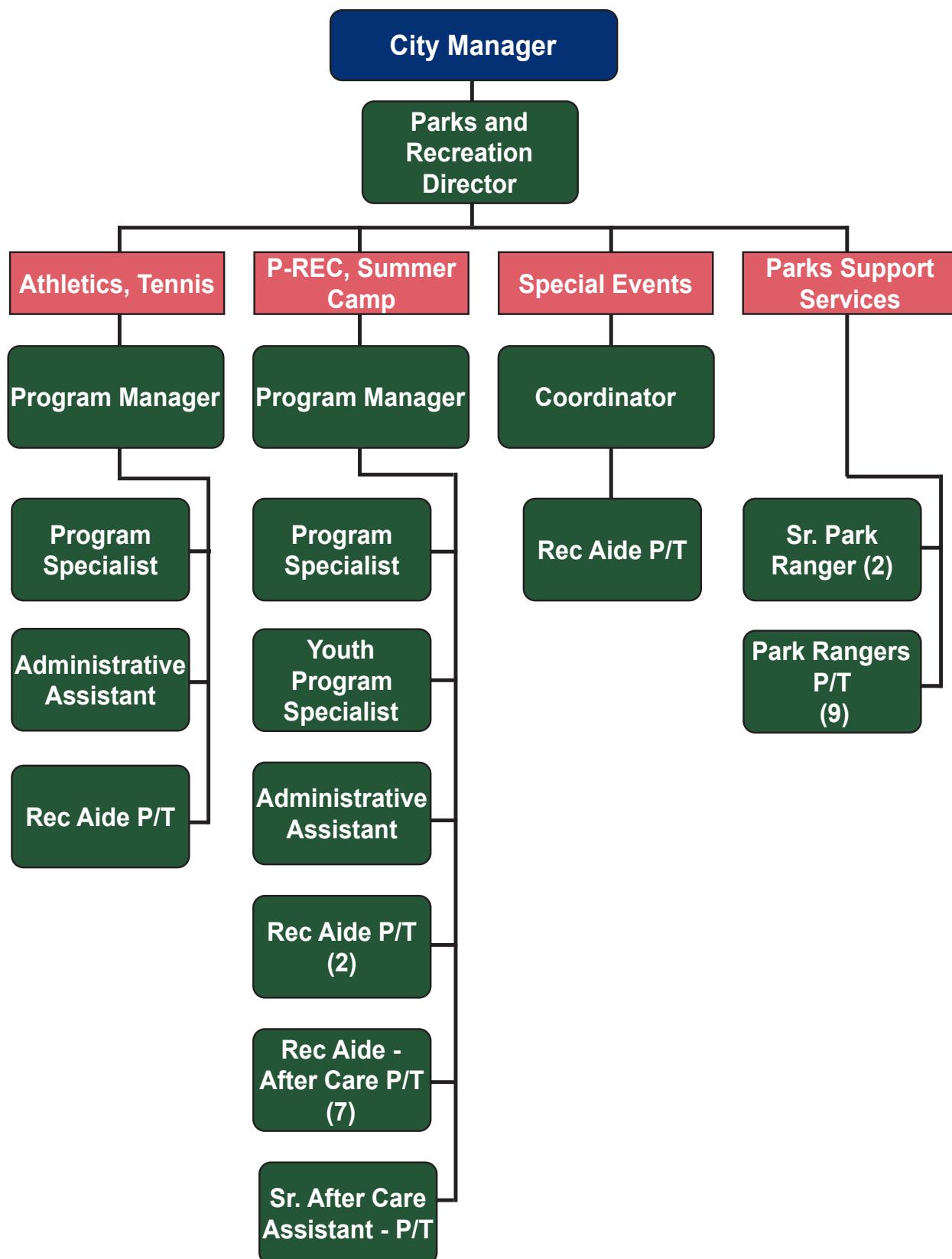
Recreational Programs: The Parkland Recreation & Enrichment Center (P-REC) is a 24,000 square foot community center that has an indoor gymnasium, fitness room, aerobics room and several multi-purpose activity rooms. This facility offers a variety of recreational, educational and cultural enrichment classes, camps and programs year round. The P-REC also offers a variety of fitness programs as well as senior activities. The amphitheater provides residents with a large outdoor facility in which to enjoy live music, shows and events.

Special Events: The City hosts a wide variety of special events for residents throughout the year. Events include: one of Broward County's largest Farmers' Market, Halloween Festival, Movies in the Park, Snowfest, Community Carnival and a variety of others. Events such as these provide residents a place to gather for a good time with friends and family. This division is responsible for securing community sponsors for events, as well as coordinating special event permits for local organizations and groups that want to host their own events in the City.

Pavilion Rentals: Pavilions are available for Parkland residents at several parks throughout the City: Pine Trails Park, Terramar Park, Liberty Park and the Equestrian Center at Temple Park. Permits are required when utilizing pavilions on weekend and City holidays. During the week, the pavilions are available on a first-come, first-serve basis.



Parks and Recreation



Parks and Recreation

Department Budget Summary

| Expenditures | FY 2018 Actual | FY 2019 Actual | FY 2020 Budget | FY 2021 Budget | Dollar Change | Percent Change |
|------------------------|--------------------|--------------------|--------------------|--------------------|------------------|-------------------|
| Personnel Services | 754,387 | 853,342 | 1,551,526 | 1,552,489 | 963 | 0% |
| Contractual Services | 56,543 | 147,246 | 48,200 | 48,100 | (100) | 0% |
| Operating Expenditures | 891,174 | 919,811 | 1,225,500 | 1,397,295 | 171,795 | 14% |
| Capital Outlay | 4,320 | 285 | 22,000 | 0 | (22,000) | -100% |
| Total | \$1,706,424 | \$1,920,684 | \$2,847,226 | \$2,997,884 | \$150,658 | 5% |

Public Service Levels

- Plan, coordinate and implement City-wide special events:
 - (12) Farmers' Markets
 - (4) Movie in the Park events to include a summer series in the P-REC gymnasium
 - (4) Fishing Derby events
 - (7) other family oriented city-wide events (Halloween, Snowfest, Egg Hunt, Splash Bash, Glow in the Park, Community Carnival and Hayride)
 - (3) educational events (Veterans' Day, Mayor's Chess Challenge, Get to Know Your SRO)
 - (2) cultural events (MLK, Evening in Polynesia)
 - (1) charity event (Parkland Dash)
 - (3) new events (Walk In the Park-Celebrating Earth Day, Memorial Day Ceremony and Eats & Beats)
- Secure sponsorships and/or grant funding for events;
- Process and coordinate special event permits as defined in the Special Event Policy;
- Conduct Summer Recreation staff training and beginning counselor class for summer volunteers;
- Plan, coordinate and implement Summer Recreation Camp programs for eight weeks for both elementary and middle school age children;
- Plan and implement recreation enrichment classes and programs year round at the Parkland Recreation Enrichment Center (P-REC);
- Process and manage contracts for recreation programs;
- Process and manage contract for athletic and fitness programs;
- Collaborate and coordinate youth sports programs with the City's 10 recognized sports organizations;
- Manage and review sports rosters, coaches background screenings, and sports organization requirements as defined in the City's Sports Policy;
- Process field and pavilion rental reservation permits;
- Process over 300 annual non-resident sports memberships;
- Plan, coordinate and supervise monthly senior activities including field trip, classes and educational seminars;
- Process and manage Community Development Block Grant for senior programs;
- Conduct (6) senior special events at Aston Gardens;
- Collaborate and work with the Parks and Recreation Advisory Board;
- Assist and respond to public inquiries relating to the Parks and Recreation amenities, programs and events;
- Conduct high frequency and low frequency playground inspections;
- Collaborate and coordinate with Public Works on field and facility maintenance;
- Updated the Department's Standard Operating Procedures.

Parks and Recreation

Accomplishments

- The Parkland Dash raised \$7,600 for Broward County Public Schools located in Parkland and \$3,260 for the Arthritis Foundation;
- Received Community Development Block Grant for the 14th consecutive year for residents 62 and older. Over 200 seniors signed up for the program;
- Processed over 60 special event permit applications;
- Updated the Sports Policy and Special Event Guidelines;
- Provided new Enrichment Programs at the PREC such as financial education, robotics, and engineering based programs;
- Provided a new athletic based program at the PREC known as Futsal on a weekly basis;
- Expanded aftercare enrollments to reach program maximum of 130 participants;
- Continued resiliency program partnerships such as “Therapy Dog Thursdays” when school is out;
- Implemented and synced MUSCO sports lighting schedules for basketball and tennis courts with RecTrac to allow for more efficient operations of the parks and park ranger program;
- Implemented MobileTrac to allow easier use of online registrations through smart devices;
- Secured lower cost for background screenings and transitioned to a new software platform for Parkland Youth Leagues to make tracking and billing more efficient;
- Implemented high frequency and low frequency playground inspections;
- Transitioned the Park Ranger program back into the Parks and Recreation Department and developed training program;
- Initiated and began the Parks and Recreation Master Plan;



Parks and Recreation

Performance Measures

| Workload Indicators | FY 2018 Actual | FY 2019 Actual | FY 2020 Actual | FY 2021 Goal |
|---|-------------------|-------------------|-------------------|-----------------|
| Number of special events offered | 41 | 40 | 22 | 40 |
| Conduct senior field trip outings | 12 | 13 | 8 | 12 |
| Conduct annual coaches meeting for City Recognized Sports Leagues | 1 | 2 | 4 | 1 |
| Conduct Senior in class program | 12 | 13 | 8 | 15 |
| Total number of special event permits granted | 73 | 75 | 43 | 90 |
| Total number of sponsors for programs and events | 101 | 128 | 87 | 65 |
| Number of Fitness classes offered | 147 | 131 | 108 | 100 |
| Number of tennis programs offered | 32 | 35 | 26 | 25 |
| Number of sports clinics offered | 20 | 21 | 13 | 20 |
| Number of participants in sports league* | n/a | n/a | 4,400 | 3,800 |
| Number of tournaments hosted | 6 | 6 | 1 | 5 |
| Number of court reservations | 6,202 | 6,018 | 4,050 | 5,000 |
| Number of tennis memberships at Quigley Tennis Ctr | 165 | 144 | 200 | 200 |
| Number of enrichment programs offered | 170 | 140 | 90 | 145 |
| Number of participants in summer camps* | n/a | n/a | 0 | 225 |
| Number of participants in after school program* | n/a | n/a | 125 | 130 |
| Number of pavilion reservations at City Parks* | n/a | n/a | 194 | 250 |

* = new measure for FY 2020

Budgeted Positions

| | FY 2018 | FY 2019 | FY 2020 | FY 2021 |
|-----------------------|-----------|-----------|-----------|-----------|
| Administration | 9 | 9 | 3 | 3 |
| Recreational Programs | 12 | 13 | 14 | 14 |
| Athletics | 0 | 0 | 4 | 4 |
| Parks Support | 10 | 11 | 11 | 11 |
| Total | 31 | 33 | 32 | 32 |

Parks and Recreation Administration

Division Budget Summary

| Expenditures | FY 2018 Actual | FY 2019 Actual | FY 2020 Budget | FY 2021 Budget | Dollar Change | Percent Change |
|------------------------|-------------------|--------------------|-------------------|-------------------|--------------------|-------------------|
| Personnel Services | 263,006 | 366,761 | 277,234 | 278,863 | 1,629 | 1% |
| Contractual Services | 7,151 | 82,639 | 5,000 | 5,200 | 200 | 4% |
| Operating Expenditures | 526,751 | 563,536 | 628,900 | 498,915 | (129,985) | -21% |
| Capital Outlay | 4,320 | 285 | 22,000 | 0 | (22,000) | -100% |
| Total | \$801,228 | \$1,013,221 | \$933,134 | \$782,978 | \$(150,156) | -16% |

Budgeted Positions

| | FY 2018 | FY 2019 | FY 2020 | FY 2021 |
|--------------------------------------|----------|----------|----------|----------|
| Parks and Recreation Director | 1 | 1 | 1 | 1 |
| Program Manager | 1 | 1 | 0 | 0 |
| Parks and Recreation Coordinator* | 1 | 1 | 1 | 1 |
| Program Specialist | 1 | 1 | 0 | 0 |
| Administrative Assistant (Part-time) | 1 | 1 | 0 | 0 |
| Rec Aide (Part-time) | 2 | 2 | 1 | 1 |
| Parks Attendant (Part-time) | 2 | 2 | 0 | 0 |
| Total | 9 | 9 | 3 | 3 |

*The Parks and Recreation Coordinator was re-classified from Sr. Program Specialist in Fiscal Year 2020.

| Measurement | Strategic Goal | Measure Type | FY 2018 | | FY 2019 | | FY 2020 | | FY 2021 Goal |
|--|---|-----------------|---------|--------|---------|--------|---------|--------|--------------------|
| | | | Goal | Actual | Goal | Actual | Goal | Actual | |
| Percentage of "Public Stuff" requests responded to within 24 hours | Effective Governance and Internal Communication | Efficiency | 99% | 100% | 99% | 100% | 99% | 100% | 100% |
| Number of injuries occurring during City events | Continue to be a pre-eminent city for Parks & Recreation programs | Workload | 0 | 3 | 0 | 1 | 0 | 1 | 0 |
| % returning vendors to Farmer's Market | Continue to be a pre-eminent city for Parks & Recreation programs | Effectiveness | 90% | 88% | 90% | 97% | 90% | 96% | 90% |
| % of residents satisfied with P&R Programs | Continue to be a pre-eminent city for Parks & Recreation programs | Effectiveness | 92% | 95% | 92% | 95% | 92% | 95% | 92% |
| How would you rate the quality of Special Events? | Continue to be a pre-eminent city for Parks & Recreation programs | Effectiveness | 93% | 94% | 93% | 94% | 93% | 94% | 93% |

Parks and Recreation

Recreational Programs

Division Budget Summary

| Expenditures | FY 2018 Actual | FY 2019 Actual | FY 2020 Budget | FY 2021 Budget | Dollar Change | Percent Change |
|------------------------|-------------------|-------------------|--------------------|--------------------|------------------|-------------------|
| Personnel Services | 491,381 | 486,581 | 648,259 | 678,146 | 29,887 | 5% |
| Contractual Services | 49,392 | 64,607 | 42,400 | 40,000 | (2,400) | -6% |
| Operating Expenditures | 364,423 | 356,275 | 475,800 | 573,440 | 97,640 | 21% |
| Capital Outlay | 0 | 0 | 0 | 0 | 0 | n/a |
| Total | \$905,196 | \$907,463 | \$1,166,459 | \$1,291,586 | \$125,127 | 11% |

Budgeted Positions

| | FY 2018 | FY 2019 | FY 2020 | FY 2021 |
|-------------------------------------|-----------|-----------|-----------|-----------|
| Program Manager | 0 | 0 | 1 | 1 |
| Parks and Recreation Coordinator | 1 | 2 | 0 | 0 |
| Sr. Program Specialist | 1 | 0 | 0 | 0 |
| Youth Program Specialist | 0 | 0 | 1 | 1 |
| Program Specialist | 0 | 0 | 1 | 1 |
| Administrative Assistant | 1 | 2 | 1 | 1 |
| Receptionist (Part-time) | 2 | 1 | 0 | 0 |
| Sr. Aftercare Assistant (Part-time) | 1 | 1 | 1 | 1 |
| Rec Aide (Part-time) | 0 | 0 | 9 | 9 |
| Aftercare Attendant (Part-time) | 6 | 7 | 0 | 0 |
| Total | 12 | 13 | 14 | 14 |

*The Sr. Aftercare Assistant was re-classified from Sr. Aftercare Attendant in Fiscal Year 2020.



Parks and Recreation Recreational Programs

| Measurement | Strategic Goal | Measure Type | FY 2018 | | FY 2019 | | FY 2020 | | FY 2021 Goal |
|--|---|---------------|---------|--------|---------|--------|---------|--------|--------------|
| | | | Goal | Actual | Goal | Actual | Goal | Actual | |
| % of Senior Program participants satisfied with the Senior Program | Continue to be a pre-eminent city for Parks & Recreation programs | Effectiveness | 98% | 96% | 98% | 90% | 98% | 96% | 98% |
| Number of new programs introduced | Continue to be a pre-eminent city for Parks & Recreation programs | Demand | 50 | 43 | 50 | 51 | 50 | 27 | 50 |
| How would you rate the quality of Summer Camp? | Continue to be a pre-eminent city for Parks & Recreation programs | Effectiveness | 80% | 77% | 80% | 77% | 80% | N/A | 80% |
| How would you rate the quality of Senior Programs? | Continue to be a pre-eminent city for Parks & Recreation programs | Effectiveness | 90% | 72% | 90% | 72% | 90% | 90% | 90% |
| Number of unduplicated participants in CDBG Senior Programs | Continue to be a pre-eminent city for Parks & Recreation program | Demand | 100 | 114 | 100 | 119 | 100 | 118 | 100 |
| How would you rate the quality of Youth Programs? | Continue to be a pre-eminent city for Parks & Recreation programs | Effectiveness | 85% | 82% | 85% | 82% | 85% | 90% | 85% |



Parks and Recreation

Athletics

Division Budget Summary

| Expenditures | FY 2018 Actual | FY 2019 Actual | FY 2020 Budget | FY 2021 Budget | Dollar Change | Percent Change |
|------------------------|-------------------|-------------------|-------------------|-------------------|------------------|-------------------|
| Personnel Services | 0 | 0 | 258,679 | 236,402 | (22,277) | -9% |
| Contractual Services | 0 | 0 | 800 | 2,900 | 2,100 | 263% |
| Operating Expenditures | 0 | 0 | 82,900 | 285,740 | 202,840 | 245% |
| Capital Outlay | 0 | 0 | 0 | 0 | 0 | n/a |
| Total | \$- | \$- | \$342,379 | \$525,042 | \$182,663 | 53% |

Budgeted Positions

| | FY 2018 | FY 2019 | FY 2020 | FY 2021 |
|--------------------------|------------|------------|----------|----------|
| Program Manager | n/a | n/a | 1 | 1 |
| Program Specialist | n/a | n/a | 1 | 1 |
| Administrative Assistant | n/a | n/a | 1 | 1 |
| Rec Aide (Part-time) | n/a | n/a | 1 | 1 |
| Total | n/a | n/a | 4 | 4 |

| Measurement | Strategic Goal | Measure Type | FY 2018 | | FY 2019 | | FY 2020 | | FY 2021 Goal |
|---|---|-----------------|---------|--------|---------|--------|---------|--------|--------------------|
| | | | Goal | Actual | Goal | Actual | Goal | Actual | |
| % of recreation sport league program participants who are residents | Continue to be a pre-eminent city for Parks & Recreation programs | Demand | N/A | N/A | N/A | N/A | 90% | 91% | 90% |
| % of travel league program participants who are residents | Continue to be a pre-eminent city for Parks & Recreation programs | Demand | N/A | N/A | N/A | N/A | 50% | 53% | 50% |



Parks and Recreation

Parks Support Services

Division Budget Summary

| Expenditures | FY 2018 Actual | FY 2019 Actual | FY 2020 Budget | FY 2021 Budget | Dollar Change | Percent Change |
|------------------------|-------------------|-------------------|-------------------|-------------------|------------------|-------------------|
| Personnel Services | 0 | 0 | 367,354 | 359,078 | (8,276) | -2% |
| Contractual Services | 0 | 0 | 0 | 0 | 0 | n/a |
| Operating Expenditures | 0 | 0 | 37,900 | 39,200 | 1,300 | 3% |
| Capital Outlay | 0 | 0 | 0 | 0 | 0 | n/a |
| Total | \$- | \$- | \$405,254 | \$398,278 | \$(6,976) | -2% |

Budgeted Positions

| | FY 2018 | FY 2019 | FY 2020 | FY 2021 |
|-------------------------|-----------|-----------|-----------|-----------|
| Supervisor | 0 | 1 | 1 | 0 |
| Chief Park Ranger | 1 | 0 | 0 | 0 |
| Senior Park Ranger | 0 | 1 | 1 | 2 |
| Park Ranger (Part-time) | 9 | 9 | 9 | 9 |
| Total | 10 | 10 | 11 | 11 |

| Measurement | Strategic Goal | Measure Type | FY 2018 | | FY 2019 | | FY 2020 | | FY 2021 Goal |
|---|---|-----------------|---------|--------|---------|--------|---------|--------|--------------------|
| | | | Goal | Actual | Goal | Actual | Goal | Actual | |
| Overall, how would you rate City Parks? | Continue to be a pre-eminent city for Parks & Recreation programs | Effectiveness | 95% | 94% | 95% | 94% | 95% | 97% | 95% |
| % of customers satisfied with appearance, maintenance of parks? | Continue to be a pre-eminent city for Parks & Recreation programs | Effectiveness | 90% | 94% | 90% | 94% | 90% | 94% | 90% |



Library

Mission Statement

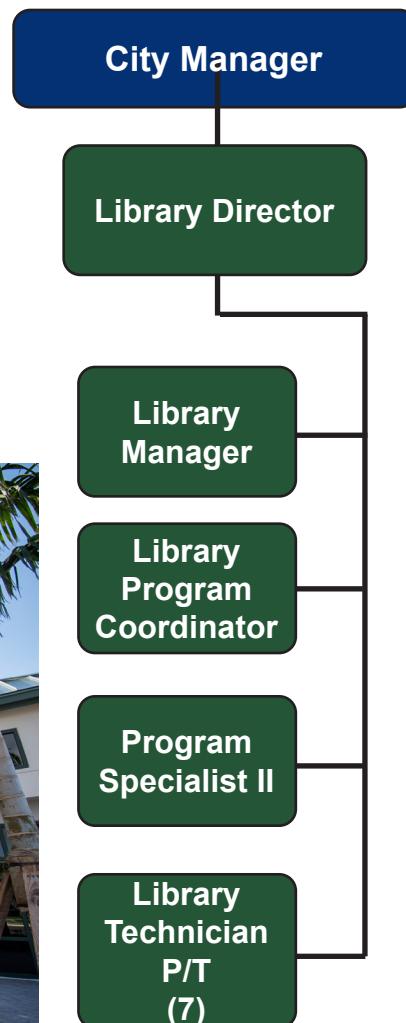
The Parkland Library connects the community to information and ideas to promote lifelong learning, literacy development, and civic engagement.

Core Services

Library Management: Responsible for the day-to-day operation of the Parkland Library which includes planning, organizing, designing facility programming, staffing, communication, and budget management.

Technical Services: Responsible for all “behind the scenes” services including acquisition of materials, cataloging and classification of materials, management of the collection, and management of the integrated library system.

Public Services: Responsible for activities which directly connect the Library to Parkland residents. Included in this area are readers and advisory service to children, teens and adults. Organization, display and circulation of library materials is assigned to public services. All forms of programming ranging from story times to enhance childhood literacy to reading groups and film discussion groups is assigned to public services. Programming also involves education initiatives such as Government Days. The library’s one-to-one customer service program is part of public services.



Library

Public Service Levels

- Provide access to more than 600,000 text and virtual library items;
- Attract 26,000 patron page views of Library website pages;
- Circulate 130,000 physical and virtual items;
- Attract 44,000 patron visits to the Library;
- Register 1,300 new patrons for library cards;
- Conduct 600 classes and activities programs;
- Attract 14,000 participants to events;
- Assist Library customers by completing 72,000 customer contacts.

Accomplishments

- The Library completed the addition of the new Children's Wing and complete renovation of existing wing on time and on budget;
- The Library worked in concert with other City departments to develop new lighting, air conditioning systems and purchase of new furniture;
- The Library continued to serve our customers with programs such as Storytime and other multi-age events during the construction and remodeling;
- The Library achieved record donations from the Friends of the Library to support multiple classes and activities during the year;
- Despite Library closure because of the coronavirus pandemic, the Library developed and implemented a system so that Library customers could continue to receive library materials in physical format. Parkland is one of only a few libraries in the state that has offered this service, and the only one in Broward County.

Department Budget Summary

| Expenditures | FY 2018 Actual | FY 2019 Actual | FY 2020 Budget | FY 2021 Budget | Dollar Change | Percent Change |
|------------------------|-------------------|-------------------|-------------------|-------------------|------------------|-------------------|
| Personnel Services | 393,168 | 412,272 | 499,392 | 534,611 | 35,219 | 7% |
| Contractual Services | 3,186 | 3,126 | 3,400 | 3,400 | 0 | n/a |
| Operating Expenditures | 98,522 | 105,950 | 155,760 | 175,765 | 20,005 | 13% |
| Capital Outlay | 75,965 | 67,641 | 86,200 | 92,400 | 6,200 | 7% |
| Total | \$570,841 | \$588,989 | \$744,752 | \$806,176 | \$61,424 | 8% |

Budgeted Positions

| | FY 2018 | FY 2019 | FY 2020 | FY 2021 |
|--------------------------------|----------|-----------|-----------|-----------|
| Library Director | 1 | 1 | 1 | 1 |
| Library Manager | 0 | 0 | 1 | 1 |
| Library Coordinator* | 1 | 1 | 1 | 1 |
| Program Specialist II | 1 | 1 | 1 | 1 |
| Library Assistant | 1 | 1 | 0 | 0 |
| Library Technician (Part-time) | 4 | 6 | 6 | 7 |
| Total | 8 | 10 | 10 | 11 |

* The Library Coordinator position was re-classified from a Senior Program Specialist in Fiscal Year 2020.

Library

Performance Measures

| Workload Indicators | FY 2018 Actual | FY 2019 Actual | FY 2020 Actual | FY 2021 Goal |
|---|-------------------|-------------------|-------------------|-----------------|
| Patron page views of Library website pages | 24,466 | 19,378 | 21,031 | 26,000 |
| Conduct classes and activities | 663 | 574 | 319 | 600 |
| Respond to customer contact | 64,091 | 47,714 | 34,866 | 72,000 |
| Circulate books and materials; | 124,127 | 114,217 | 93,467 | 130,000 |
| Attract patron visits to the library | 48,008 | 45,671 | 39,050 | 44,000 |
| Register new patrons; | 1,556 | 1,467 | 567 | 1,300 |
| Number of patrons participating in events; | 14,553 | 12,085 | 6,400 | 14,000 |
| Average number of hours open to public each month | 200 | 200 | 166 | 200 |

| Measurement | Strategic Goal | Measure Type | FY 2018 | | FY 2019 | | FY 2020 | | FY 2021 |
|---|---|-----------------|---------|--------|---------|--------|---------|--------|------------|
| | | | Goal | Actual | Goal | Actual | Goal | Actual | Goal |
| % of "Public Stuff" Requests responded to within 24 hours | Effective Governance and Internal Communication | Efficiency | 100% | n/a | 100% | n/a | 100% | 100% | 100% |
| Library cards registered and active | Continue to be a pre-eminent city for Parks & Recreation programs | Demand | 6,000 | 5,403 | 6,000 | 6,613 | 6,000 | 7,723 | 6,600 |
| Number of new program topics offered | Continue to be a pre-eminent city for Parks & Recreation programs | Workload | 60 | 59 | 70 | 46 | 70 | 21 | 70 |
| Number of volunteer hours | Foster a more fully informed community that strengthens community character | Demand | 4,000 | 5,409 | 4,100 | 4,805 | 5,000 | 1,427 | 5,000 |
| % of book budget spent (membership/ subscriptions & books) | Continue to be a pre-eminent city for Parks & Recreation programs | Efficiency | 100% | 100% | 100% | 100% | 100% | 100% | 100% |
| Percent of Parkland population registered for library cards | Continue to be a pre-eminent city for Parks & Recreation programs | Demand | 25% | 18% | 25% | 21% | 25% | 20% | 25% |
| % of new requested items placed into circulation within 48 hours of receipt | Continue to be a pre-eminent city for Parks & Recreation programs | Efficiency | 93% | 97% | 95% | 97% | 95% | 98% | 95% |
| Number of active library cards per quarter | Continue to be a pre-eminent city for Parks & Recreation programs | Demand | 5,500 | 4,845 | 5,500 | 4,959 | 6,000 | 6,662 | 6,000 |
| Circulation per active library card | Continue to be a pre-eminent city for Parks & Recreation programs | Demand | 5 | 23 | 5 | 17 | 25 | 16 | 25 |

Non-Departmental

| Expenditures | FY 2018 Actual | FY 2019 Actual | FY 2020 Budget | FY 2021 Budget | Dollar Change | Percent Change |
|------------------------|--------------------|--------------------|--------------------|--------------------|----------------------|-------------------|
| Personnel Services | 4,374 | 3,329 | 30,000 | 30,000 | 0 | n/a |
| Contractual Services | 151,479 | 355,376 | 442,000 | 168,500 | (273,500) | -62% |
| Operating Expenditures | 48,320 | 70,141 | 82,310 | 68,000 | (14,310) | -17% |
| Other Uses | 35,628 | 39,455 | 242,820 | 194,070 | (48,750) | -20% |
| Transfers Out | 5,849,618 | 8,018,762 | 4,306,855 | 1,700,000 | (2,606,855) | -61% |
| Total | \$6,089,419 | \$8,487,063 | \$5,103,985 | \$2,160,570 | \$(2,943,415) | -58% |

Debt Service

| Expenditures | FY 2018 Actual | FY 2019 Actual | FY 2020 Budget | FY 2021 Budget | Dollar Change | Percent Change |
|------------------------|--------------------|--------------------|--------------------|--------------------|--------------------|-------------------|
| Personnel Services | 0 | 0 | 0 | 0 | 0 | n/a |
| Contractual Services | 0 | 0 | 0 | 0 | 0 | n/a |
| Operating Expenditures | 0 | 0 | 0 | 0 | 0 | n/a |
| Debt Service | 1,291,041 | 1,291,295 | 1,295,250 | 2,497,750 | 1,202,500 | 93% |
| Total | \$1,291,041 | \$1,291,295 | \$1,295,250 | \$2,497,750 | \$1,202,500 | 93% |



Capital Improvement Program

The Capital Improvement Program is an important element in preparing the Fiscal Year 2021 budget. The process begins in April when Department Directors prepare their budgets and request capital projects.

In April/May the City Commission develops the Strategic Plan for the upcoming year. Management evaluates all capital projects and determines which projects can be funded to meet the Strategic Goals. Appropriate funding is crucial and projects may need to be scaled down and/or completed over several years in order to be accomplished.

Current Economic Condition

National and local economic conditions experienced a momentous downward shift with the onslaught of the COVID-19 pandemic during Fiscal Year 2020. The City has a strong financial position with adequate reserves to close out Fiscal Year 2020 but going forward the financial impact of the pandemic is unknown. Therefore, the Capital Budget is more conservative for the foreseeable future until concrete forecasts can be made.

For Fiscal Year 2021, the Capital Improvement Program totals \$4,895,000 which is less than the Fiscal Year 2020 total of \$6,434,000. All Capital Projects will be funded with existing cash reserves, or grants where indicated.

| Capital Improvement Projects | | Infrastructure Replacement Projects | |
|--|--------------------|---|-------------------|
| Pine Trails Park Field Improvements | \$1,800,000 | City Hall Interior Renovations | \$150,000 |
| Terramar Park Baseball Field Reconfiguration | \$1,150,000 | Terramar Park Playground Improvements | \$125,000 |
| Terramar Park Field/Parking Lot Expansion | \$370,000 | Brian D. Archer Wilderness Preserve Sidewalks | \$92,560 |
| University Drive/Old Club Road Roundabout | \$200,000 | Liberty Park Playground Irrigation Pump Stations | \$60,000 \$46,020 |
| Kiosk for Building Dept. Dropoff | \$130,000 | Equestrian Center Perimeter Fence | \$25,000 |
| EOC/Fire Station 109 Drainage Well (Grant) | \$50,000 | Public Safety/Fire Station 97 Painting - Exterior | \$17,420 |
| Solar Battery Replacements | \$75,000 | Terramar Park Concession Stand A/C | \$15,000 |
| Invasive Plant Removal | \$60,000 | Ice Machine Replacements | \$14,000 |
| Network Security Enhancements | \$51,000 | Total | \$645,000 |
| P-REC Flooring Replacement | \$50,000 | | |
| City Hall Activity Room | \$50,000 | | |
| Crosswalk on Holmberg Rd, Parkside Dr | \$45,000 | Capital Replacement Projects | |
| Basketball Backboards, Misc. Equip. | \$21,000 | Rotary Mower | \$48,000 |
| Public Property Beautification | \$20,000 | Multi Purpose Utility Vehicle | \$15,000 |
| Pine Trails Park Flag Pole | \$15,000 | Field Line Painters (2) | \$30,000 |
| Terramar Park Field 5 Fencing | \$15,000 | Computer Replacements (30) | \$30,000 |
| Terramar Park Walkway Lighting | \$15,000 | Total | \$123,000 |
| Agenda Management Software | \$10,000 | | |
| Total | \$4,127,000 | | |

Infrastructure Replacement Fund

As part of the City's strategy to fund projects with cash or on a pay-as-you-go basis, the City developed an Infrastructure Replacement Fund in Fiscal Year 2013. The purpose of this fund is to plan for future maintenance and replacement of all City facilities, including roof replacements, air conditioning replacements, irrigation pump stations, parks and playground equipment and City owned road infrastructure. The Infrastructure Replacement Fund reserves will enable the City to continue to fund future replacement projects on a pay-as-you-go basis without affecting general fund operations or the millage rate. In Fiscal Year 2021, a \$1,350,000 contribution to the Infrastructure Replacement Program is budgeted bringing total program reserves to approximately \$4.2 million.

The Infrastructure Replacement Program projects budgeted for Fiscal Year 2021 totaling \$645,000 are listed below. Project descriptions can be found in the following pages of this section.

| | |
|---|------------------|
| City Hall Interior Renovations | \$150,000 |
| Terramar Park Playground Improvements | \$125,000 |
| Brian D. Archer Wilderness Preserve | \$100,000 |
| Sidewalks | \$92,560 |
| Liberty Park Playground | \$60,000 |
| Irrigation Pump Stations | \$46,020 |
| Equestrian Center Perimeter Fence | \$25,000 |
| Public Safety/Fire Station 97 Painting - Exterior | \$17,420 |
| Terramar Park Concession Stand A/C | \$15,000 |
| Ice Machine Replacements | \$14,000 |
| Total | \$645,000 |

Infrastructure Replacement Fund Summary

| Fiscal Year | Expenditures | Funding Contribution | Interest Earnings | Total Contributions | Total Reserves |
|-------------|--------------|----------------------|-------------------|---------------------|----------------|
| 2020 | 2,184,900 | 1,200,000 | 11,033 | 1,211,033 | 3,439,307 |
| 2021 | 645,000 | 1,350,000 | 8,598 | 1,358,598 | 4,152,905 |
| 2022 | 161,340 | 1,350,000 | 10,382 | 1,360,382 | 5,351,947 |
| 2023 | 2,168,200 | 1,650,000 | 13,380 | 1,663,380 | 4,847,127 |
| 2024 | 998,050 | 1,600,000 | 12,118 | 1,612,118 | 5,461,195 |
| 2025 | 682,224 | 1,600,000 | 13,653 | 1,613,653 | 6,392,624 |
| 2026 | 3,011,515 | 1,300,000 | 15,982 | 1,315,982 | 4,697,091 |
| 2027 | 2,303,880 | 2,200,000 | 11,743 | 2,211,743 | 4,604,953 |
| 2028 | 340,347 | 1,400,000 | 11,512 | 1,411,512 | 5,676,119 |
| 2029 | 633,914 | 1,600,000 | 14,190 | 1,614,190 | 6,656,395 |
| 2030 | 4,518,760 | 1,900,000 | 16,641 | 1,916,641 | 4,054,276 |

Capital Replacement Fund

As part of the City's strategy to fund projects with cash or on a pay-as-you-go basis, the City developed a Capital Replacement Fund in Fiscal Year 2008. The purpose of this fund is to prepare for replacement of City owned vehicles, equipment, computers and printers. For Fiscal Year 2021 a \$350,000 contribution to the Capital Replacement Fund reserves is budgeted, bringing total fund reserves to approximately \$1.2 million.

At the beginning of each fiscal year's budget process all City owned vehicles and equipment are evaluated based on an established replacement schedule. For Fiscal Year 2021, the City will continue funding the Capital Replacement Plan and budget to replace equipment and vehicles as needed. Budgeted items due for replacement totaling \$123,000 are listed below. Project descriptions can be found in the following pages of this section.

| | |
|-------------------------------|------------------|
| Rotary Mower | \$48,000 |
| Multi Purpose Utility Vehicle | \$15,000 |
| Field Line Painters (2) | \$30,000 |
| Computer Replacements (30) | \$30,000 |
| Total | \$123,000 |

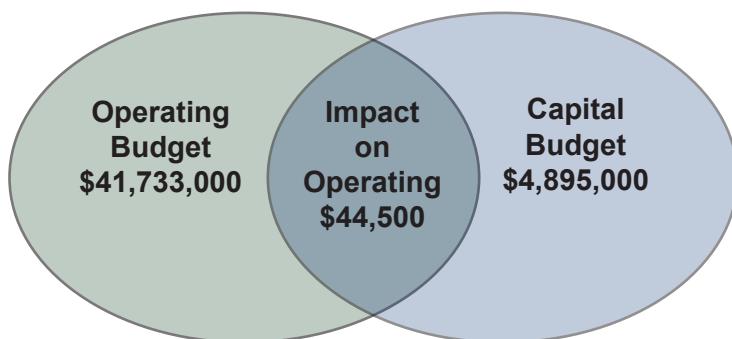
Capital Replacement Fund Summary

| Fiscal Year | Expenditures | Funding Contribution | Interest Earnings | Total Contributions | Total Reserves |
|-------------|--------------|----------------------|-------------------|---------------------|----------------|
| 2020 | 504,000 | 300,000 | 2,947 | 302,947 | 977,890 |
| 2021 | 123,000 | 350,000 | 2,445 | 352,445 | 1,207,335 |
| 2022 | 1,529,500 | 400,000 | 3,018 | 403,018 | 80,853 |
| 2023 | 174,800 | 400,000 | 202 | 400,202 | 306,256 |
| 2024 | 210,160 | 500,000 | 766 | 500,766 | 596,861 |
| 2025 | 559,970 | 500,000 | 1,492 | 501,492 | 538,383 |
| 2026 | 531,380 | 550,000 | 1,346 | 551,346 | 558,349 |
| 2027 | 1,194,330 | 650,000 | 1,396 | 651,396 | 15,415 |
| 2028 | 514,550 | 650,000 | 39 | 650,039 | 150,904 |
| 2029 | 232,950 | 650,000 | 377 | 650,377 | 568,331 |
| 2030 | 1,130,320 | 650,000 | 1,421 | 651,421 | 89,432 |

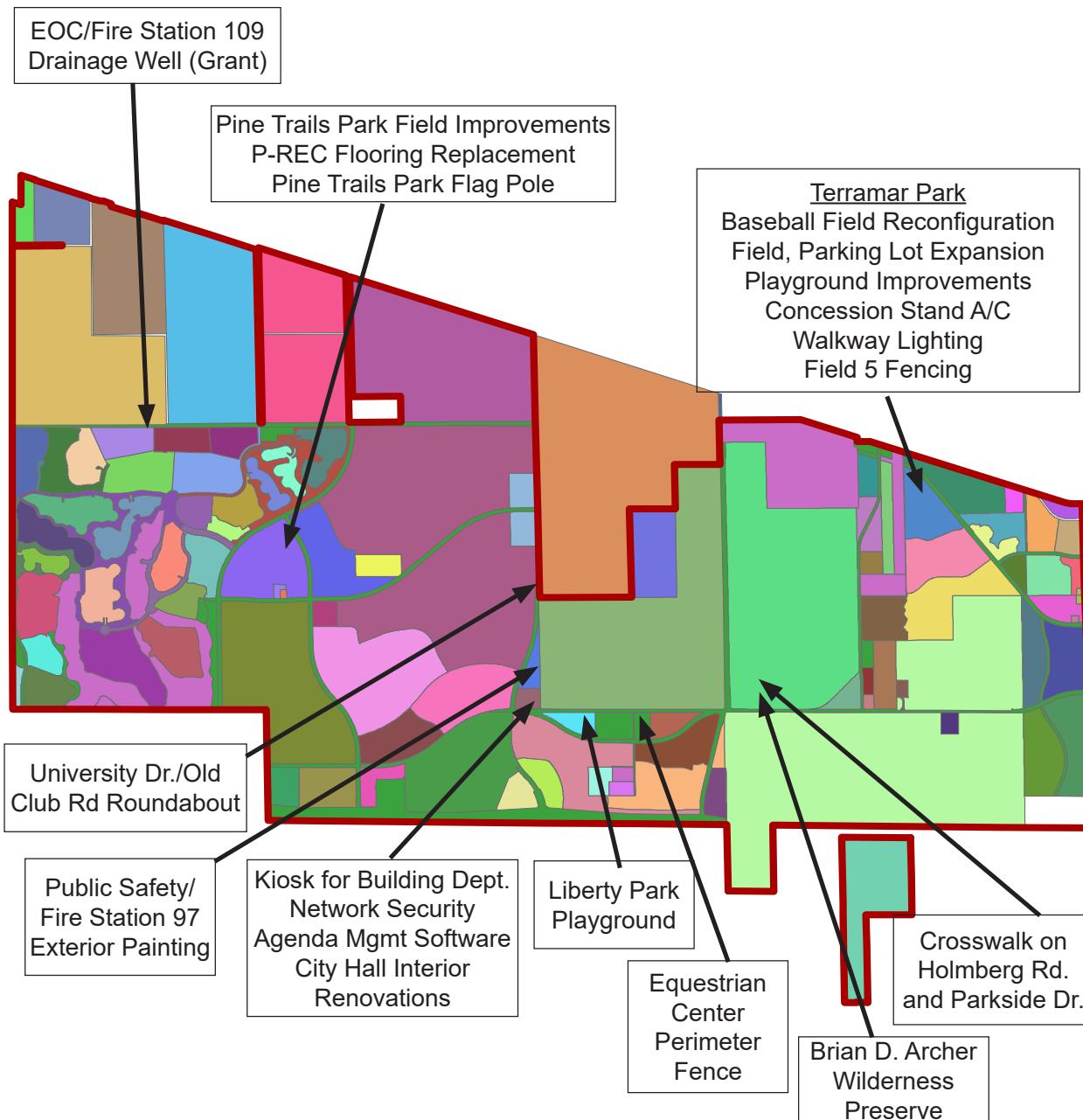
Capital Projects' Impact on Operating Costs

Some new Capital Projects or purchases may incur additional operating costs that extend beyond the current budget year. Operating costs include all new expenditures associated with a project. Examples of new expenditures are fuel, maintenance and insurance costs for a new vehicle, operating expenses for a new building, maintenance agreements, etc. The total operating expenditure impact for all budgeted capital projects appears in the diagram below. The expenditures are only new expenditures occurring in Fiscal Year 2021. In Fiscal Year 2021, the City is anticipating \$44,500 in new operating expenditures due to planned capital improvement projects.

Fiscal Year 2021 Capital Operating Impact



Fiscal Year 2021 Capital Projects



Fiscal Year 2021 Capital Projects with Citywide Impact

Basketball Backboards, Misc. Equipment
Public Property Beautification
Computer Replacements (30)
Solar Battery Replacements
Multi Purpose Utility Vehicle
Ice Machine Replacements

Invasive Plant Removal
Irrigation Pump Stations
Field Line Painter (2)
Rotary Mower
Sidewalks

5 Year Capital Improvement Program

Capital Improvement Projects Fund

| | <u>FY 2021</u> | <u>FY 2022</u> | <u>FY 2023</u> | <u>FY 2024</u> | <u>FY 2025</u> | <u>Total</u> <u>FY 2021-2025</u> |
|---|--------------------|------------------|----------------|----------------|----------------|-------------------------------------|
| Pine Trails Park Field Improvements | | | | | | |
| Planning & Arch | \$100,000 | \$- | \$- | \$- | \$- | \$- |
| Outside Consulting/Design | \$- | \$- | \$- | \$- | \$- | \$- |
| Construction | \$1,700,000 | \$- | \$- | \$- | \$- | \$- |
| Furniture, Fixtures and Equipment | \$- | \$- | \$- | \$- | \$- | \$- |
| | <u>\$1,800,000</u> | <u>\$-</u> | <u>\$-</u> | <u>\$-</u> | <u>\$-</u> | <u>\$1,800,000</u> |
| Terramar Park Baseball Field Reconfiguration | | | | | | |
| Planning & Arch | \$75,000 | \$- | \$- | \$- | \$- | \$- |
| Outside Consulting/Design | \$- | \$- | \$- | \$- | \$- | \$- |
| Construction | \$1,075,000 | \$- | \$- | \$- | \$- | \$- |
| Furniture, Fixtures and Equipment | \$- | \$- | \$- | \$- | \$- | \$- |
| | <u>\$1,150,000</u> | <u>\$-</u> | <u>\$-</u> | <u>\$-</u> | <u>\$-</u> | <u>\$1,150,000</u> |
| Terramar Park Field, Parking Lot Expansion | | | | | | |
| Planning & Arch | \$35,000 | \$- | \$- | \$- | \$- | \$- |
| Outside Consulting/Design | \$- | \$- | \$- | \$- | \$- | \$- |
| Construction | \$335,000 | \$- | \$- | \$- | \$- | \$- |
| Furniture, Fixtures and Equipment | \$- | \$- | \$- | \$- | \$- | \$- |
| | <u>\$370,000</u> | <u>\$-</u> | <u>\$-</u> | <u>\$-</u> | <u>\$-</u> | <u>\$370,000</u> |
| University Drive/Old Club Road Roundabout | | | | | | |
| Planning & Arch | \$50,000 | \$- | \$- | \$- | \$- | \$- |
| Outside Consulting/Design | \$- | \$- | \$- | \$- | \$- | \$- |
| Construction | \$150,000 | \$- | \$- | \$- | \$- | \$- |
| Furniture, Fixtures and Equipment | \$- | \$100,000 | \$- | \$- | \$- | \$- |
| | <u>\$200,000</u> | <u>\$100,000</u> | <u>\$-</u> | <u>\$-</u> | <u>\$-</u> | <u>\$300,000</u> |
| Kiosk for Building Department | | | | | | |
| Planning & Arch | \$20,000 | \$- | \$- | \$- | \$- | \$- |
| Outside Consulting/Design | \$- | \$- | \$- | \$- | \$- | \$- |
| Construction | \$110,000 | \$- | \$- | \$- | \$- | \$- |
| Furniture, Fixtures and Equipment | \$- | \$- | \$- | \$- | \$- | \$- |
| | <u>\$130,000</u> | <u>\$-</u> | <u>\$-</u> | <u>\$-</u> | <u>\$-</u> | <u>\$130,000</u> |
| EOC/Fire Station 109 Drainage Well | | | | | | |
| Planning & Arch | \$50,000 | \$- | \$- | \$- | \$- | \$- |
| Outside Consulting/Design | \$- | \$- | \$- | \$- | \$- | \$- |
| Construction | \$- | \$200,000 | \$- | \$- | \$- | \$- |
| Furniture, Fixtures and Equipment | \$- | \$- | \$- | \$- | \$- | \$- |
| | <u>\$50,000</u> | <u>\$200,000</u> | <u>\$-</u> | <u>\$-</u> | <u>\$-</u> | <u>\$250,000</u> |
| Citywide Solar Battery Replacements | | | | | | |
| Planning & Arch | \$- | \$- | \$- | \$- | \$- | \$- |
| Outside Consulting/Design | \$- | \$- | \$- | \$- | \$- | \$- |
| Construction | \$- | \$- | \$- | \$- | \$- | \$- |
| Furniture, Fixtures and Equipment | \$75,000 | \$- | \$- | \$- | \$- | \$- |
| | <u>\$75,000</u> | <u>\$-</u> | <u>\$-</u> | <u>\$-</u> | <u>\$-</u> | <u>\$75,000</u> |

5 Year Capital Improvement Program

Capital Improvement Projects Fund

| | <u>FY 2021</u> | <u>FY 2022</u> | <u>FY 2023</u> | <u>FY 2024</u> | <u>FY 2025</u> | <u>Total</u> <u>FY 2021-2025</u> |
|--|----------------|----------------|----------------|----------------|----------------|-------------------------------------|
| Invasive Plant Removal | | | | | | |
| Planning & Arch | \$- | \$- | \$- | \$- | \$- | \$- |
| Outside Consulting/Design | \$- | \$- | \$- | \$- | \$- | \$- |
| Construction | \$- | \$- | \$- | \$- | \$- | \$- |
| Furniture, Fixtures and Equipment | \$60,000 | \$- | \$- | \$- | \$- | \$60,000 |
| | \$60,000 | \$- | \$- | \$- | \$- | \$60,000 |
| Network Security Enhancements | | | | | | |
| Planning & Arch | \$- | \$- | \$- | \$- | \$- | \$- |
| Outside Consulting/Design | \$- | \$- | \$- | \$- | \$- | \$- |
| Construction | \$- | \$- | \$- | \$- | \$- | \$- |
| Furniture, Fixtures and Equipment | \$51,000 | \$- | \$- | \$- | \$- | \$51,000 |
| | \$51,000 | \$- | \$- | \$- | \$- | \$51,000 |
| P-REC Flooring Replacement | | | | | | |
| Planning & Arch | \$- | \$- | \$- | \$- | \$- | \$- |
| Outside Consulting/Design | \$- | \$- | \$- | \$- | \$- | \$- |
| Construction | \$- | \$- | \$- | \$- | \$- | \$- |
| Furniture, Fixtures and Equipment | \$50,000 | \$- | \$- | \$- | \$- | \$50,000 |
| | \$50,000 | \$- | \$- | \$- | \$- | \$50,000 |
| City Hall Activity Room | | | | | | |
| Planning & Arch | \$- | \$- | \$- | \$- | \$- | \$- |
| Outside Consulting/Design | \$- | \$- | \$- | \$- | \$- | \$- |
| Construction | \$- | \$- | \$- | \$- | \$- | \$- |
| Furniture, Fixtures and Equipment | \$50,000 | \$- | \$- | \$- | \$- | \$50,000 |
| | \$50,000 | \$- | \$- | \$- | \$- | \$50,000 |
| Crosswalk on Holmberg Rd, Parkside Dr. | | | | | | |
| Planning & Arch | \$5,000 | \$- | \$- | \$- | \$- | \$- |
| Outside Consulting/Design | \$- | \$- | \$- | \$- | \$- | \$- |
| Construction | \$40,000 | \$- | \$- | \$- | \$- | \$- |
| Furniture, Fixtures and Equipment | \$- | \$- | \$- | \$- | \$- | \$- |
| | \$45,000 | \$- | \$- | \$- | \$- | \$45,000 |
| Basketball Backboard Replacements/Misc. Equipment | | | | | | |
| Planning & Arch | \$- | \$- | \$- | \$- | \$- | \$- |
| Outside Consulting/Design | \$- | \$- | \$- | \$- | \$- | \$- |
| Construction | \$- | \$- | \$- | \$- | \$- | \$- |
| Furniture, Fixtures and Equipment | \$21,000 | \$- | \$- | \$- | \$- | \$21,000 |
| | \$21,000 | \$- | \$- | \$- | \$- | \$21,000 |
| Public Property Beautification | | | | | | |
| Planning & Arch | \$- | \$- | \$- | \$- | \$- | \$- |
| Outside Consulting/Design | \$- | \$- | \$- | \$- | \$- | \$- |
| Construction | \$- | \$- | \$- | \$- | \$- | \$- |
| Furniture, Fixtures and Equipment | \$20,000 | \$- | \$- | \$- | \$- | \$20,000 |
| | \$20,000 | \$- | \$- | \$- | \$- | \$20,000 |

5 Year Capital Improvement Program

Capital Improvement Projects Fund

| | <u>FY 2021</u> | <u>FY 2022</u> | <u>FY 2023</u> | <u>FY 2024</u> | <u>FY 2025</u> | <u>Total</u> <u>FY 2021-2025</u> |
|--|--------------------|------------------|----------------|----------------|----------------|-------------------------------------|
| Pine Trails Park Flag Pole | | | | | | |
| Planning & Arch | \$- | \$- | \$- | \$- | \$- | \$- |
| Outside Consulting/Design | \$- | \$- | \$- | \$- | \$- | \$- |
| Construction | \$- | \$- | \$- | \$- | \$- | \$- |
| Furniture, Fixtures and Equipment | \$15,000 | \$- | \$- | \$- | \$- | \$15,000 |
| | \$15,000 | \$- | \$- | \$- | \$- | \$15,000 |
| Terramar Park Field 5 Fencing | | | | | | |
| Planning & Arch | \$- | \$- | \$- | \$- | \$- | \$- |
| Outside Consulting/Design | \$- | \$- | \$- | \$- | \$- | \$- |
| Construction | \$- | \$- | \$- | \$- | \$- | \$- |
| Furniture, Fixtures and Equipment | \$15,000 | \$- | \$- | \$- | \$- | \$15,000 |
| | \$15,000 | \$- | \$- | \$- | \$- | \$15,000 |
| Terramar Park Walkway Lighting | | | | | | |
| Planning & Arch | \$- | \$- | \$- | \$- | \$- | \$- |
| Outside Consulting/Design | \$- | \$- | \$- | \$- | \$- | \$- |
| Construction | \$- | \$- | \$- | \$- | \$- | \$- |
| Furniture, Fixtures and Equipment | \$15,000 | \$- | \$- | \$- | \$- | \$15,000 |
| | \$15,000 | \$- | \$- | \$- | \$- | \$15,000 |
| Agenda Management Software | | | | | | |
| Planning & Arch | \$- | \$- | \$- | \$- | \$- | \$- |
| Outside Consulting/Design | \$- | \$- | \$- | \$- | \$- | \$- |
| Construction | \$- | \$- | \$- | \$- | \$- | \$- |
| Furniture, Fixtures and Equipment | \$10,000 | \$- | \$- | \$- | \$- | \$10,000 |
| | \$10,000 | \$- | \$- | \$- | \$- | \$10,000 |
| Capital Improvement Projects Fund Total | \$4,127,000 | \$300,000 | \$- | \$- | \$- | \$4,427,000 |

5 Year Capital Improvement Program

Infrastructure Replacement Fund

| | <u>FY 2021</u> | <u>FY 2022</u> | <u>FY 2023</u> | <u>FY 2024</u> | <u>FY 2025</u> | <u>Total</u> <u>FY 2021-2025</u> |
|--|------------------|------------------|----------------|----------------|----------------|-------------------------------------|
| City Hall Interior Renovations | | | | | | |
| Planning & Arch | \$- | \$- | \$- | \$- | \$- | \$- |
| Outside Consulting/Design | \$- | \$- | \$- | \$- | \$- | \$- |
| Construction | \$100,000 | \$- | \$- | \$- | \$- | \$- |
| Furniture, Fixtures and Equipment | \$50,000 | \$- | \$- | \$- | \$- | \$- |
| | <u>\$150,000</u> | <u>\$-</u> | <u>\$-</u> | <u>\$-</u> | <u>\$-</u> | <u>\$150,000</u> |
| Terramar Park Playground Improvements* | | | | | | |
| Planning & Arch | \$- | \$- | \$- | \$- | \$- | \$- |
| Outside Consulting/Design | \$- | \$- | \$- | \$- | \$- | \$- |
| Construction* | \$125,000 | \$- | \$- | \$- | \$- | \$- |
| Furniture, Fixtures and Equipment | \$- | \$- | \$- | \$- | \$- | \$- |
| | <u>\$125,000</u> | <u>\$-</u> | <u>\$-</u> | <u>\$-</u> | <u>\$-</u> | <u>\$125,000</u> |
| Brian D. Archer Wilderness Preserve at Parkside | | | | | | |
| Planning & Arch | \$- | \$- | \$- | \$- | \$- | \$- |
| Outside Consulting-County Pmt | \$- | \$- | \$- | \$- | \$- | \$- |
| Construction | \$100,000 | \$- | \$- | \$- | \$- | \$- |
| Furniture, Fixtures and Equipment | \$- | \$- | \$- | \$- | \$- | \$- |
| | <u>\$100,000</u> | <u>\$-</u> | <u>\$-</u> | <u>\$-</u> | <u>\$-</u> | <u>\$100,000</u> |
| Sidewalks | | | | | | |
| Planning & Arch | \$- | \$- | \$- | \$- | \$- | \$- |
| Outside Consulting/Design | \$- | \$- | \$- | \$- | \$- | \$- |
| Construction | \$92,560 | \$- | \$- | \$- | \$- | \$- |
| Furniture, Fixtures and Equipment | \$- | \$- | \$- | \$- | \$- | \$- |
| | <u>\$92,560</u> | <u>\$-</u> | <u>\$-</u> | <u>\$-</u> | <u>\$-</u> | <u>\$92,560</u> |
| Liberty Park Playground Replacement | | | | | | |
| Planning & Arch | \$60,000 | \$- | \$- | \$- | \$- | \$- |
| Outside Consulting | \$- | \$- | \$- | \$- | \$- | \$- |
| Construction | \$- | \$600,000 | \$- | \$- | \$- | \$- |
| Furniture, Fixtures and Equipment | \$- | \$- | \$- | \$- | \$- | \$- |
| | <u>\$60,000</u> | <u>\$600,000</u> | <u>\$-</u> | <u>\$-</u> | <u>\$-</u> | <u>\$660,000</u> |
| Irrigation Pump Stations | | | | | | |
| Planning & Arch | \$- | \$- | \$- | \$- | \$- | \$- |
| Outside Consulting | \$- | \$- | \$- | \$- | \$- | \$- |
| Construction | \$46,020 | \$- | \$- | \$- | \$- | \$- |
| Furniture, Fixtures and Equipment | \$- | \$- | \$- | \$- | \$- | \$- |
| | <u>\$46,020</u> | <u>\$-</u> | <u>\$-</u> | <u>\$-</u> | <u>\$-</u> | <u>\$46,020</u> |
| Equestrian Center Perimeter Fence | | | | | | |
| Planning & Arch | \$- | \$- | \$- | \$- | \$- | \$- |
| Outside Consulting | \$- | \$- | \$- | \$- | \$- | \$- |
| Construction | \$25,000 | \$- | \$- | \$- | \$- | \$- |
| Furniture, Fixtures and Equipment | \$- | \$- | \$- | \$- | \$- | \$- |
| | <u>\$25,000</u> | <u>\$-</u> | <u>\$-</u> | <u>\$-</u> | <u>\$-</u> | <u>\$25,000</u> |

* The total budget for this project is \$500,000. Funds totaling \$375,000 from Fiscal Year 2020 will be rolled forward and added to this budget allocation of \$125,000.

5 Year Capital Improvement Program

Infrastructure Replacement Fund

| | <u>FY 2021</u> | <u>FY 2022</u> | <u>FY 2023</u> | <u>FY 2024</u> | <u>FY 2025</u> | <u>Total</u> <u>FY 2021-2025</u> |
|---|------------------|------------------|----------------|----------------|----------------|-------------------------------------|
| Public Safety Building/Fire Station 97 Exterior Painting | | | | | | |
| Planning & Arch | \$- | \$- | \$- | \$- | \$- | \$- |
| Outside Consulting | \$- | \$- | \$- | \$- | \$- | \$- |
| Construction | \$- | \$- | \$- | \$- | \$- | \$- |
| Furniture, Fixtures and Equipment | \$17,420 | \$- | \$- | \$- | \$- | \$17,420 |
| | \$17,420 | \$- | \$- | \$- | \$- | \$17,420 |
| Terramar Park Concession Stand A/C | | | | | | |
| Planning & Arch | \$- | \$- | \$- | \$- | \$- | \$- |
| Outside Consulting | \$- | \$- | \$- | \$- | \$- | \$- |
| Construction | \$- | \$- | \$- | \$- | \$- | \$- |
| Furniture, Fixtures and Equipment | \$15,000 | \$- | \$- | \$- | \$- | \$15,000 |
| | \$15,000 | \$- | \$- | \$- | \$- | \$15,000 |
| Ice Machine Replacements (2) | | | | | | |
| Planning & Arch | \$- | \$- | \$- | \$- | \$- | \$- |
| Outside Consulting | \$- | \$- | \$- | \$- | \$- | \$- |
| Construction | \$- | \$- | \$- | \$- | \$- | \$- |
| Furniture, Fixtures and Equipment | \$14,000 | \$- | \$- | \$- | \$- | \$14,000 |
| | \$14,000 | \$- | \$- | \$- | \$- | \$14,000 |
| Infrastructure Replacement Fund Total | \$645,000 | \$600,000 | \$- | \$- | \$- | \$1,245,000 |

5 Year Capital Improvement Program

Capital Replacement Fund

| | <u>FY 2021</u> | <u>FY 2022</u> | <u>FY 2023</u> | <u>FY 2024</u> | <u>FY 2025</u> | <u>Total</u> <u>FY 2021-2025</u> |
|---|------------------|----------------|----------------|----------------|----------------|-------------------------------------|
| Rotary Mower | | | | | | |
| Construction | \$- | \$- | \$- | \$- | \$- | \$- |
| Furniture, Fixtures and Equipment | \$48,000 | \$- | \$- | \$- | \$- | \$48,000 |
| | \$48,000 | \$- | \$- | \$- | \$- | \$48,000 |
| Multi-purpose Utility Vehicle | | | | | | |
| Construction | \$- | \$- | \$- | \$- | \$- | \$- |
| Furniture, Fixtures and Equipment | \$15,000 | \$- | \$- | \$- | \$- | \$15,000 |
| | \$15,000 | \$- | \$- | \$- | \$- | \$15,000 |
| Field Line Painter (2) | | | | | | |
| Construction | \$- | \$- | \$- | \$- | \$- | \$- |
| Furniture, Fixtures and Equipment | \$30,000 | \$- | \$- | \$- | \$- | \$30,000 |
| | \$30,000 | \$- | \$- | \$- | \$- | \$30,000 |
| Computer Replacements (30 computers) | | | | | | |
| Construction | \$- | \$- | \$- | \$- | \$- | \$- |
| Furniture, Fixtures and Equipment | \$30,000 | \$- | \$- | \$- | \$- | \$30,000 |
| | \$30,000 | \$- | \$- | \$- | \$- | \$30,000 |
| Capital Replacement Fund Total | \$123,000 | \$- | \$- | \$- | \$- | \$123,000 |

Pine Trails Park Field Improvements

DEPARTMENT: Public Works

PROJECT TITLE: Pine Trails Park Field Improvements

STRATEGIC GOAL: Continue to be a pre-eminent City for parks and recreation programs

FUNDING SOURCE: Capital Improvement Projects Fund

NEW

REPLACEMENT

X

CARRYOVER

| Fiscal Year | Planning, Architecture, Engineering | Construction, Renovation | Equipment, Furnishing | Contingencies Other | TOTAL PROJECT COST | Additional Operating Costs | Additional Revenue |
|--------------|-------------------------------------|--------------------------|-----------------------|---------------------|--------------------|----------------------------|--------------------|
| 2021 | \$100,000 | \$1,600,000 | | \$100,000 | \$1,800,000 | | |
| 2022 | | | | | | | |
| 2023 | | | | | | | |
| 2024 | | | | | | | |
| 2025 | | | | | | | |
| Total | \$100,000 | \$1,600,000 | | \$100,000 | \$1,800,000 | | |

Describe the project:

This project will correct the drainage issues on multi-purpose fields 6-9 and baseball field D by regrading, installing a subsurface drainage system and sodding.

How will this project benefit the City's Strategic Goals?

Continue to be a pre-eminent City for parks and recreation programs

How was the project cost calculated?

Parks and Recreation Master Plan Estimate

What are the project alternatives?

Leaving the fields as is.

What are the adverse consequences for deferring or delaying this project?

Continued cancellations of fields and delays in our youth sports programs.



Terramar Park Baseball Field Reconfiguration

DEPARTMENT: Public Works

PROJECT TITLE: Terramar Park Baseball Field Reconfiguration

STRATEGIC GOAL: Continue to be a pre-eminent City for parks and recreation programs

FUNDING SOURCE: Capital Improvement Projects Fund

NEW **REPLACEMENT** **X** **CARRYOVER**

| Fiscal Year | Planning, Architecture, Engineering | Construction, Renovation | Equipment, Furnishing | Contingencies Other | TOTAL PROJECT COST | Additional Operating Costs | Additional Revenue |
|--------------|-------------------------------------|--------------------------|-----------------------|---------------------|--------------------|----------------------------|--------------------|
| 2021 | \$75,000 | \$1,000,000 | | \$75,000 | \$1,150,000 | | |
| 2022 | | | | | | | |
| 2023 | | | | | | | |
| 2024 | | | | | | | |
| 2025 | | | | | | | |
| Total | \$75,000 | \$1,000,000 | | \$75,000 | \$1,150,000 | | |

Describe the project:

This project consists of demolishing field 3 and installing two baseball/softball fields and five batting cages.

How will this project benefit the City's Strategic Goals?

Continue to be a pre-eminent City for parks and recreation programs

How was the project cost calculated?

Parks and Recreation Master Plan estimate

What are the project alternatives?

Leaving the existing field as is.

What are the adverse consequences for deferring or delaying this project?

Currently there are scheduling conflicts due to lack of fields and an increase in league participants.



Terramar Park Field, Parking Lot Expansion

DEPARTMENT: Public Works

PROJECT TITLE: Terramar Park Field and Parking Lot Expansion

STRATEGIC GOAL: Continue to be a pre-eminent City for parks and recreation programs

FUNDING SOURCE: Capital Improvement Projects Fund

NEW **REPLACEMENT** **X** **CARRYOVER**

| Fiscal Year | Planning, Architecture, Engineering | Construction, Renovation | Equipment, Furnishing | Contingencies Other | TOTAL PROJECT COST | Additional Operating Costs | Additional Revenue |
|--------------|-------------------------------------|--------------------------|-----------------------|---------------------|--------------------|----------------------------|--------------------|
| 2021 | \$35,000 | \$310,000 | | \$25,000 | \$370,000 | | |
| 2022 | | | | | | | |
| 2023 | | | | | | | |
| 2024 | | | | | | | |
| 2025 | | | | | | | |
| Total | \$35,000 | \$310,000 | | \$25,000 | \$370,000 | | |

Describe the project:

This project consists of expanding the under sized multi-purpose fields to league regulation size and modify parking lot to accommodate.

How will this project benefit the City's Strategic Goals?

Continue to be a pre-eminent City for parks and recreation programs

How was the project cost calculated?

Parks and Recreation Master Plan estimate

What are the project alternatives?

Leaving the existing fields and parking area as is.

What are the adverse consequences for deferring or delaying this project?

Fields will not be able to be used for games as they are not regulation size.

University Drive/Old Club Road Roundabout

DEPARTMENT: Engineering

PROJECT TITLE: University Drive/ Old Club Road Roundabout Features

STRATEGIC GOAL: Improve and enhance the City's transportation infrastructure

FUNDING SOURCE: Capital Improvement Projects Fund

NEW **X** **REPLACEMENT** **CARRYOVER**

| Fiscal Year | Planning, Architecture, Engineering | Construction, Renovation | Equipment, Furnishing | Contingencies Other | TOTAL PROJECT COST | Additional Operating Costs | Additional Revenue |
|--------------|-------------------------------------|--------------------------|-----------------------|---------------------|--------------------|----------------------------|--------------------|
| 2021 | \$50,000 | \$120,000* | | \$30,000* | \$200,000 | | |
| 2022 | | | \$100,000* | | \$100,000 | | |
| 2023 | | | | | | | |
| 2024 | | | | | | | |
| 2025 | | | | | | | |
| Total | \$50,000 | \$120,000 | \$100,000 | \$30,000* | \$300,000 | | |

*Construction costs confirmed once renderings are reviewed/accepted by City Commission.

Describe the project: Funds for the design and construction of a roundabout at the intersection of University Drive and Old Club were allocated through FY2020. Additional funds are required for the installation of architectural features in this roundabout similar to other existing roundabouts along Holmberg Road at Riverside Drive and Parkside Drive. Cost includes architectural features and an art sculpture/statue at the center (see cost breakdown below for details). The roundabout is scheduled to be completed by the end of FY2021 and the goal is to have the architectural features designed and implemented in FY2021. Art sculpture would be implemented in FY 2022 if desired.

How will this project benefit the City's Strategic Goals? This project provides an opportunity to engage the community on the selection of the roundabout features to ensure they are representative of the community's character. The installation of features at the center improves safety by encouraging drivers to slow down while driving through the intersection.

How was the project cost calculated? Consultant provided estimate costs for architectural features and based on similar projects on other cities.

What are the project alternatives? No feature installed on roundabout. Install landscape only.

What are the adverse consequences for deferring or delaying this project? None.

However, this would be a missed opportunity for engaging the community and continue to enhance the City with features that are representative of our community's character.

Cost Breakdown

Planning/Architecture/Engineering= \$50,000 – design for architectural features and landscape/irrigation only. Architectural Features Construction Cost = \$90,000 to \$120,000 depending on selected option. Art Sculpture/Statue = \$35,000 to \$100,000 depending on size and type of art feature to be installed (costs for artist design, art sculpture construction and installation included).

Building Department Kiosk

DEPARTMENT: Building Department

PROJECT TITLE: Building Department Kiosk

STRATEGIC GOAL: Effective governance and internal communications

FUNDING SOURCE: Capital Improvement Projects Fund

NEW **X** **REPLACEMENT** **CARRYOVER**

| Fiscal Year | Planning, Architecture, Engineering | Construction, Renovation | Equipment, Furnishing | Contingencies Other | TOTAL PROJECT COST | Additional Operating Costs | Additional Revenue |
|--------------|-------------------------------------|--------------------------|-----------------------|---------------------|--------------------|----------------------------|--------------------|
| 2021 | \$20,000 | \$100,000 | | \$10,000 | \$130,000 | | |
| 2022 | | | | | | | |
| 2023 | | | | | | | |
| 2024 | | | | | | | |
| 2025 | | | | | | | |
| Total | \$20,000 | \$100,000 | | \$10,000 | \$130,000 | | |

Describe the project:

This project includes the installation of one kiosk, a covered structure with façade and roofing to match the new Library expansion for the Building Department to allow patrons to drop off/pick up plans and permits after hours as well as providing a touch-free option. The City installed a version of this set up during the COVID-19 pandemic that has really worked well and has been well received by the residents and contractors doing business with the City.

How will this project benefit the City's Strategic Goals?

Effective governance and internal communications

How was the project cost calculated?

Cost calculated based on similar type projects.

Cost Breakdown

\$ 20,000 Design and permitting

\$100,000 Construction

\$ 10,000 Contingency for unforeseen cost

What are the project alternatives?

Continuing with current Building Department procedures and operations.

What are the adverse consequences for deferring or delaying this project?

Not providing a kiosk for afterhours use and a touch-free option.

EOC/Fire Station 109 Drainage Well (Grant)

DEPARTMENT: Public Works

PROJECT TITLE: EOC/Fire Station 109 Drainage Well

STRATEGIC GOAL: Maintain a safe community

FUNDING SOURCE: Capital Improvement Projects Fund

NEW REPLACEMENT

CARRYOVER

| Fiscal Year | Planning, Architecture, Engineering | Construction, Renovation | Equipment, Furnishing | Contingencies Other | TOTAL PROJECT COST | Additional Operating Costs | Additional Revenue |
|--------------|-------------------------------------|--------------------------|-----------------------|---------------------|--------------------|----------------------------|--------------------|
| 2021 | \$50,000 | | | | \$50,000 | | |
| 2022 | | \$200,000 | | | \$200,000 | | |
| 2023 | | | | | | | |
| 2024 | | | | | | | |
| 2025 | | | | | | | |
| Total | \$50,000 | \$200,000 | | | \$250,000 | | |

Describe the project:

This project consists of installing a drainage well at the EOC/Fire Station 109 utilizing grant funding from the Rebuild Florida Critical Facility Hardening grant program launched in April 2020. If the City does not receive grant funding, this project will not proceed.

How will this project benefit the City's Strategic Goals?

Maintain a safe community

How was the project cost calculated?

Cost calculated based on similar type projects.

What are the project alternatives?

Leaving the site as is.

What are the adverse consequences for deferring or delaying this project?

The current site is prone to flooding during rain events and hurricanes. This is the location of the City's Emergency Operations Center and Fire Station 109 which is considered critical infrastructure.



Solar Battery Replacements

DEPARTMENT: Public Works

PROJECT TITLE: Citywide Solar Battery Replacements

STRATEGIC GOAL: Improve and enhance the City's infrastructure

FUNDING SOURCE: Capital Improvement Projects Fund

NEW **REPLACEMENT** **X** **CARRYOVER**

| Fiscal Year | Planning, Architecture, Engineering | Construction, Renovation | Equipment, Furnishing | Contingencies Other | TOTAL PROJECT COST | Additional Operating Costs | Additional Revenue |
|--------------|-------------------------------------|--------------------------|-----------------------|---------------------|--------------------|----------------------------|--------------------|
| 2021 | | \$75,000 | | | \$75,000 | | |
| 2022 | | | | | | | |
| 2023 | | | | | | | |
| 2024 | | | | | | | |
| 2025 | | | | | | | |
| Total | | \$75,000 | | | \$75,000 | | |

Describe the project:

This project includes replacing the batteries for the solar powered lights at Public Works, Fire Station 109, City Hall and 441 Entry Sign.

How will this project benefit the City's Strategic Goals?

Improve and enhance the City's infrastructure.

How was the project cost calculated?

Industry quotes

What are the project alternatives?

Hardwire in the existing lights or leave the existing batteries in place.

What are the adverse consequences for deferring or delaying this project?

The lighting in the areas that need battery replacement will stop working.



Invasive Plant Removal

DEPARTMENT: Development Services/Engineering

PROJECT TITLE: Invasive Plant Removal from City Parks and Preserves

STRATEGIC GOAL: Effective governance and internal communications

FUNDING SOURCE: Capital Improvement Projects Fund

NEW **REPLACEMENT** **X** **CARRYOVER**

| Fiscal Year | Planning, Architecture, Engineering | Construction, Renovation | Equipment, Furnishing | Contingencies Other | TOTAL PROJECT COST | Additional Operating Costs | Additional Revenue |
|--------------|-------------------------------------|--------------------------|-----------------------|---------------------|--------------------|----------------------------|--------------------|
| 2021 | | \$20,000 | | | \$20,000 | \$42,000 | |
| 2022 | | \$12,000 | | | \$12,000 | \$46,500 | |
| 2023 | | \$150,000 | | | \$150,000 | \$58,500 | |
| 2024 | | \$50,000 | | | \$50,000 | \$50,500 | |
| 2025 | | \$55,000 | | | \$55,000 | \$55,500 | |
| Total | | \$287,000 | | | \$287,000 | \$253,000 | |

How will this project benefit the City's Strategic Goals? Support the City "environmentally proud" character by maintaining Preserves at less than 5% exotics to ensure the thriving of native plants throughout the City as required by Florida Department of Environmental Protection.

How was the project cost calculated? Based on past City contracts.

What are the project alternatives? No exotic removal.

What are the adverse consequences for deferring or delaying this project? Continue growth of exotics and loss of native plants due to overgrowth.

Cost Breakdown

Fees include systematically cutting and treating prohibited woody and non-woody exotic invasive plant species, removal of vegetative debris, and disposal. Projects were separated between Preserves/Parks that are up to date in maintenance (less than 10% exotics) and only require yearly maintenance and new projects where a bigger clean-up is required. The goal is to keep all City Parks/Preserves at less than 10% invasives so that only operational costs and clean up related to hurricanes are required. For all new projects, extensive public outreach (communication and coordination with HOAs/residents) will be required prior to cleaning up the sites.



Network Security Enhancements

DEPARTMENT: Information Services Department

PROJECT TITLE: Information Technology Improvements-Network Security

STRATEGIC GOAL: Effective governance and internal communications

FUNDING SOURCE: Capital Improvement Projects Fund

NEW **REPLACEMENT** **X** **CARRYOVER**

| Fiscal Year | Planning, Architecture, Engineering | Construction, Renovation | Equipment, Furnishing | Contingencies Other | TOTAL PROJECT COST | Additional Operating Costs | Additional Revenue |
|--------------|-------------------------------------|--------------------------|-----------------------|---------------------|--------------------|----------------------------|--------------------|
| 2021 | | | \$51,000 | | \$51,000 | | |
| 2022 | | | \$193,000 | | \$193,000 | | |
| 2023 | | | \$117,000 | | \$117,000 | | |
| 2024 | | | \$80,000 | | \$80,000 | | |
| 2025 | | | \$80,000 | | \$80,000 | | |
| Total | | | \$521,000 | | \$521,000 | | |

FY 2021

Network security enhancements to include new nextgen firewalls. \$40,000
Including nextgen antivirus, anti-malware remote access, web filter, threat outbreak detection.

Intrusion prevention replacement and malicious script detection \$11,000
(replaces aging detection appliance)

FY 2022

Replacement Nutanix Nodes City Hall and 109 \$150,000
Redundant connections between data centers \$ 25,000
Internet/Content/Antivirus Replacement \$ 18,000

FY 2023

Network Infrastructure Upgrades \$65,000
Firewall Replacements \$52,000

FY 2024

Phone System Replacement \$60,000
Commission Chamber Technology Updates \$20,000

FY 2025

Replacement of non-hyper-converged servers \$60,000
Firewall Security Add-ons \$20,000

How will this project benefit the City's Strategic Goals?

Projects necessary to maintain high performance of the City's applications and computer infrastructure.

How was the project cost calculated?

Verbal estimates and quotes



P-REC Flooring Replacement

DEPARTMENT: Public Works

PROJECT TITLE: P-REC Vinyl Flooring Replacement

STRATEGIC GOAL: Continue to be a pre-eminent City for parks and recreation programs

FUNDING SOURCE: Capital Improvement Projects Fund

NEW **REPLACEMENT** **X** **CARRYOVER**

| Fiscal Year | Planning, Architecture, Engineering | Construction, Renovation | Equipment, Furnishing | Contingencies Other | TOTAL PROJECT COST | Additional Operating Costs | Additional Revenue |
|--------------|-------------------------------------|--------------------------|-----------------------|---------------------|--------------------|----------------------------|--------------------|
| 2021 | | \$50,000 | | | \$50,000 | | |
| 2022 | | | | | | | |
| 2023 | | | | | | | |
| 2024 | | | | | | | |
| 2025 | | | | | | | |
| Total | | \$50,000 | | | \$50,000 | | |

Describe the project:

This project consists of installing new vinyl flooring in the Parkland Recreation Enrichment Center.

How will this project benefit the City's Strategic Goals?

Continue to be a pre-eminent City for parks and recreation programs

How was the project cost calculated?

Cost calculated based on similar type projects.

What are the project alternatives?

Leaving the flooring as is.

What are the adverse consequences for deferring or delaying this project?

The current flooring is worn and needs replacing.



City Hall Activity Room

DEPARTMENT: Public Works

PROJECT TITLE: City Hall Activity Room Renovation

STRATEGIC GOAL: Effective governance and internal communications

FUNDING SOURCE: Capital Improvement Projects Fund

NEW **REPLACEMENT** **X** **CARRYOVER**

| Fiscal Year | Planning, Architecture, Engineering | Construction, Renovation | Equipment, Furnishing | Contingencies Other | TOTAL PROJECT COST | Additional Operating Costs | Additional Revenue |
|--------------|-------------------------------------|--------------------------|-----------------------|---------------------|--------------------|----------------------------|--------------------|
| 2021 | | \$50,000 | | | \$50,000 | | |
| 2022 | | | | | | | |
| 2023 | | | | | | | |
| 2024 | | | | | | | |
| 2025 | | | | | | | |
| Total | | \$50,000 | | | \$50,000 | | |

Describe the project:

This project consists of enhancing the approved Fiscal Year 2020 capital project to renovate the City Hall activity room to include in the current project the reconfiguration of the space to move the Assistant City Manager out of the Building Department and into the City Manager's Office.

How will this project benefit the City's Strategic Goals?

Effective governance and internal communications

How was the project cost calculated?

Cost calculated based on similar type projects.

What are the project alternatives?

Leaving the existing space as is.

What are the adverse consequences for deferring or delaying this project?

As the operation grows, inefficiencies in space management will be compounded



Crosswalk on Holmberg Road and Parkside Drive

DEPARTMENT: Engineering

PROJECT TITLE: Crosswalk on Holmberg Rd. and Parkside Dr.

STRATEGIC GOAL: Improve and Enhance City's transportation infrastructure

FUNDING SOURCE: Capital Improvement Projects Fund

NEW **X** **REPLACEMENT** **CARRYOVER**

| Fiscal Year | Planning, Architecture, Engineering | Construction, Renovation | Equipment, Furnishing | Contingencies Other | TOTAL PROJECT COST | Additional Operating Costs | Additional Revenue |
|--------------|-------------------------------------|--------------------------|-----------------------|---------------------|--------------------|----------------------------|--------------------|
| 2021 | \$5,000 | \$35,000 | | \$5,000 | \$45,000 | | |
| 2022 | | | | | | | |
| 2023 | | | | | | | |
| 2024 | | | | | | | |
| 2025 | | | | | | | |
| Total | \$5,000 | \$35,000 | | \$5,000 | \$45,000 | | |

Describe the project:

Title II of the Americans with Disability Act (ADA) requires that state and local governments ensure individuals with disabilities are not excluded from programs, services and activities. As part of these requirements, the City is required to develop an ADA Transition plan. Staff budgeted through FY19/20 and secured an engineering consultant (DRMP) to assess the City's rights of way, facilities, parks, trails, parking lots and buildings for ADA compliance. DRMP was tasked with identifying the physical facilities and providing a prioritized list of deficiencies, with estimated costs. The crosswalks at Holmberg Road and Parkside Drive were identified as a High Priority item and the following recommendations were offered by the consultant in order to make this intersection ADA compliant and improve safety:

1. Remove the existing ramp on the south side of Holmberg Road, directly east of the roundabout
2. Remove the existing sidewalk leading into Holmberg Road on the north side of Holmberg Road, further east of the roundabout/west of the emergency signal.
3. Construct two additional crosswalks, to the east and north of the existing roundabout.

Staff agrees this intersection is high priority and should be improved to meet ADA requirements.

How will this project benefit the City's Strategic Goals?

Improve and enhance the City's transportation infrastructure.

How was the project cost calculated?

Consultant provided estimates based on similar projects.

What are the project alternatives?

No improvement.

What are the adverse consequences for deferring or delaying this project?

Intersection will not be in compliance with ADA requirements.

Basketball Backboards, Misc. Equipment

DEPARTMENT: Parks and Recreation

PROJECT TITLE: Basketball backboard replacement/miscellaneous equipment

STRATEGIC GOAL: Continue to be a pre-eminent City for parks and recreation

FUNDING SOURCE: Capital Improvement Projects Fund

NEW **REPLACEMENT** **X** **CARRYOVER**

| Fiscal Year | Planning, Architecture, Engineering | Construction, Renovation | Equipment, Furnishing | Contingencies Other | TOTAL PROJECT COST | Additional Operating Costs | Additional Revenue |
|--------------|-------------------------------------|--------------------------|-----------------------|---------------------|--------------------|----------------------------|--------------------|
| 2021 | | | \$21,000 | | \$21,000 | | |
| 2022 | | | | | | | |
| 2023 | | | | | | | |
| 2024 | | | | | | | |
| 2025 | | | | | | | |
| Total | | | \$21,000 | | \$21,000 | | |

Describe the project:

Miscellaneous equipment for events (tables, chairs and tents) - \$2,000

Basketball backboards and rims - \$19,000

Project Justification:

Equipment for events: Tents, tables and chairs are utilized throughout the year at various City special events. Due to the constant use and weather conditions (wind, heat, etc), these items need to be replaced as they are damaged.

Basketball backboards and rims: There are four outdoor basketball courts at Pine Trails Park and five outdoor courts at Terramar Park. The backboards and rims have reached life expectancy as the acrylic backboards are faded and no longer clear translucent. Public Works made an emergency repair this year as one pole at Terramar deteriorated at the base and fell. Of the total 18 backboards, there are approximately four poles that appear to be deteriorating and recommended to be replaced to ensure they do not fall, especially while in use. The courts are used by the Parkland's Basketball and Buddy Sports Programs as we strive to continue to be a pre-eminent city for parks and recreation.

Breakdown of costs:

Equipment for events: tents cost about \$600; tables are about \$100 and chairs are about \$40
Basketball backboards and rims cost about \$850 and replacement poles is approx. \$925

How was the project cost calculated?

(2) tents - \$1,200; (6) tables - \$600; (5) chairs - \$200
(18) basketball backboards and rims - \$15,300
(4) replacement poles - \$3,700

Public Property Beautification

DEPARTMENT: Public Works

PROJECT TITLE: Public Property Beatification

STRATEGIC GOAL: Effective governance and internal communications

FUNDING SOURCE: Capital Improvement Projects Fund

NEW

REPLACEMENT

X

CARRYOVER

| Fiscal Year | Planning, Architecture, Engineering | Construction, Renovation | Equipment, Furnishing | Contingencies Other | TOTAL PROJECT COST | Additional Operating Costs | Additional Revenue |
|--------------|-------------------------------------|--------------------------|-----------------------|---------------------|--------------------|----------------------------|--------------------|
| 2021 | | \$20,000 | | | \$20,000 | | |
| 2022 | | \$20,000 | | | \$20,000 | | |
| 2023 | | \$20,000 | | | \$20,000 | | |
| 2024 | | \$20,000 | | | \$20,000 | | |
| 2025 | | \$20,000 | | | \$20,000 | | |
| Total | | \$100,000 | | | \$100,000 | | |

Describe the project:

This project involves the landscape enhancements for all public property including parks, entryways, public facilities and right of way streetscapes. The public property landscape enhancement projects are to include:

FY 2021

| | |
|------------------|----------|
| Public Works | \$10,000 |
| Fire Station 109 | \$10,000 |

FY 2022:

| | |
|-------------------|----------|
| Liberty Park | \$10,000 |
| Equestrian Center | \$10,000 |

FY 2023

| | |
|---------------------|----------|
| Quigley Tennis Cntr | \$10,000 |
| Parkside Drive | \$10,000 |

FY 2024

| | |
|------------------|----------|
| Pine Trails Park | \$10,000 |
| Terramar Park | \$10,000 |

FY 2025

| | |
|---------------|----------|
| City Hall | \$10,000 |
| Holmberg Road | \$10,000 |



How was the project cost calculated?

Industry pricing and similar quotes.

Project Justification:

These projects enhance and preserve the character of the City while ensuring long-term care of its natural assets.

Pine Trails Park Flag Pole

DEPARTMENT: Public Works

PROJECT TITLE: Pine Trails Park Flagpole

STRATEGIC GOAL: Effective governance and internal communications

FUNDING SOURCE: Capital Improvement Projects Fund

NEW REPLACEMENT CARRYOVER

| Fiscal Year | Planning, Architecture, Engineering | Construction, Renovation | Equipment, Furnishing | Contingencies Other | TOTAL PROJECT COST | Additional Operating Costs | Additional Revenue |
|--------------|-------------------------------------|--------------------------|-----------------------|---------------------|--------------------|----------------------------|--------------------|
| 2021 | | | \$15,000 | | \$15,000 | | |
| 2022 | | | | | | | |
| 2023 | | | | | | | |
| 2024 | | | | | | | |
| 2025 | | | | | | | |
| Total | | | \$15,000 | | \$15,000 | | |

Describe the project:

This project consists of installing a flagpole in Pine Trails Park.

Breakdown of costs:

Flagpole \$15,000

How was the project cost calculated?

Cost calculated using industry quotes.

Project Justification:

All other parks in the City have a flagpole.



Terramar Park Field 5 Fencing

DEPARTMENT: Public Works

PROJECT TITLE: Terramar Park Field 5 Fencing

STRATEGIC GOAL: Continue to be a pre-eminent City for parks and recreation programs

FUNDING SOURCE: Capital Improvement Projects Fund

NEW **REPLACEMENT** **CARRYOVER**

| Fiscal Year | Planning, Architecture, Engineering | Construction, Renovation | Equipment, Furnishing | Contingencies Other | TOTAL PROJECT COST | Additional Operating Costs | Additional Revenue |
|--------------|-------------------------------------|--------------------------|-----------------------|---------------------|--------------------|----------------------------|--------------------|
| 2021 | | | \$15,000 | | \$15,000 | | |
| 2022 | | | | | | | |
| 2023 | | | | | | | |
| 2024 | | | | | | | |
| 2025 | | | | | | | |
| Total | | | \$15,000 | | \$15,000 | | |

Describe the project:

This project consists of installing an outfield fence on field 5 at Terramar Park.

Breakdown of costs:

Fence Installation \$15,000

How was the project cost calculated?

Current contract pricing

Project Justification:

To be a preeminent city for parks and recreation, installing an outfield fence will enhance the sports programs and operations.



Terramar Park Walkway Lighting

DEPARTMENT: Public Works

PROJECT TITLE: Terramar Park Walkway Lighting

STRATEGIC GOAL: Continue to be a pre-eminent City for parks and recreation programs

FUNDING SOURCE: Capital Improvement Projects Fund

NEW **X** **REPLACEMENT** **CARRYOVER**

| Fiscal Year | Planning, Architecture, Engineering | Construction, Renovation | Equipment, Furnishing | Contingencies Other | TOTAL PROJECT COST | Additional Operating Costs | Additional Revenue |
|--------------|-------------------------------------|--------------------------|-----------------------|---------------------|--------------------|----------------------------|--------------------|
| 2021 | | | \$15,000 | | \$15,000 | | |
| 2022 | | | | | | | |
| 2023 | | | | | | | |
| 2024 | | | | | | | |
| 2025 | | | | | | | |
| Total | | | \$15,000 | | \$15,000 | | |

Describe the project:

This project consists of hardwiring in the lights along the walkway on the outside berm of Terramar Park.



Breakdown of costs:

Hardwiring \$15,000

How was the project cost calculated?

Cost calculated using industry quotes.

Project Justification:

The current solar power configuration is not reliable.

Agenda Management Software

DEPARTMENT: City Clerk

PROJECT TITLE: Agenda Management Software/Program

STRATEGIC GOAL: Effective governance and internal communications

FUNDING SOURCE: Capital Improvement Projects Fund

NEW X REPLACEMENT CARRYOVER

| Fiscal Year | Planning, Architecture, Engineering | Construction, Renovation | Equipment, Furnishing | Contingencies Other | TOTAL PROJECT COST | Additional Operating Costs | Additional Revenue |
|--------------|-------------------------------------|--------------------------|-----------------------|---------------------|--------------------|----------------------------|--------------------|
| 2021 | | | \$10,000 | | \$10,000 | \$2,500 | |
| 2022 | | | | | | | |
| 2023 | | | | | | | |
| 2024 | | | | | | | |
| 2025 | | | | | | | |
| Total | | | \$10,000 | | \$10,000 | \$2,500 | |

Describe the project:

This project requires a new agenda management system for City Commission and other board meetings.

Breakdown of costs:

Yearly maintenance fee with possible start-up expense

How was the project cost calculated?

Cost calculated using industry quotes.

Project Justification:

The current agenda management software program is cumbersome to users and has been acquired by a larger company who will be phasing out updates and servicing within the next two years.

City Hall Interior Renovations

DEPARTMENT: Public Works

PROJECT TITLE: City Hall Interior Renovations

STRATEGIC GOAL: Improve and enhance the City's infrastructure

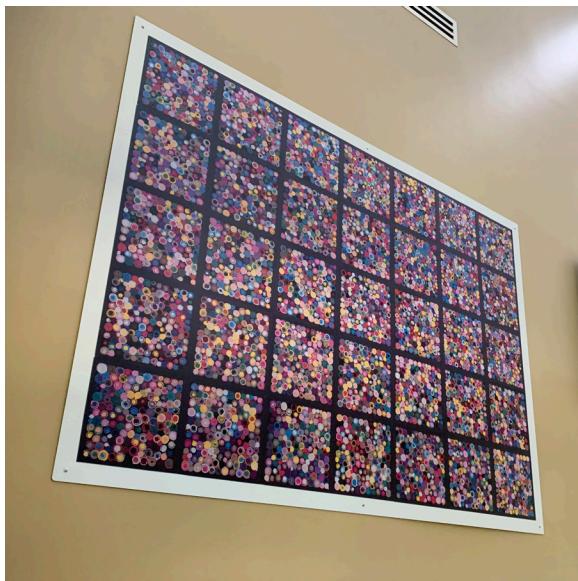
FUNDING SOURCE: Infrastructure Replacement Fund

NEW **REPLACEMENT** **X** **CARRYOVER**

| Fiscal Year | Planning, Architecture, Engineering | Construction, Renovation | Equipment, Furnishing | Contingencies Other | TOTAL PROJECT COST | Additional Operating Costs | Additional Revenue |
|--------------|-------------------------------------|--------------------------|-----------------------|---------------------|--------------------|----------------------------|--------------------|
| 2021 | | \$90,000 | \$50,000 | \$10,000 | \$150,000 | | |
| 2022 | | | | | | | |
| 2023 | | | | | | | |
| 2024 | | | | | | | |
| 2025 | | | | | | | |
| Total | | \$90,000 | \$50,000 | \$10,000 | \$150,000 | | |

Describe the project:

This project includes painting the atrium space at City Hall, replacing the carpet in the Commission Chambers, Finance Department, Human Resources Department and the City Clerk's Office. Removing and replacing the entranceway tiles under the overhang at City Hall and replacing the four rear patio doors.



How will this project benefit the City's Strategic Goals?

Improve and enhance the City's infrastructure

How was the project cost calculated?

Cost calculated based on similar type projects.

What are the project alternatives?

Leaving the existing building as is.

What are the adverse consequences for deferring or delaying this project?

Not providing an adequate and up to date work space.

Terramar Park Playground Improvements

DEPARTMENT: Public Works

PROJECT TITLE: Terramar Park Playground Improvements

STRATEGIC GOAL: Continue to be a pre-eminent City for parks and recreation programs

FUNDING SOURCE: Infrastructure Replacement Fund

NEW **REPLACEMENT** **X** **CARRYOVER**

| Fiscal Year | Planning, Architecture, Engineering | Construction, Renovation | Equipment, Furnishing | Contingencies Other | TOTAL PROJECT COST | Additional Operating Costs | Additional Revenue |
|--------------|-------------------------------------|--------------------------|-----------------------|------------------------|--------------------|----------------------------|--------------------|
| 2021 | | \$125,000 | | | \$125,000* | | |
| 2022 | | | | | | | |
| 2023 | | | | | | | |
| 2024 | | | | | | | |
| 2025 | | | | | | | |
| Total | | \$125,000 | | | \$125,000* | | |

Describe the project:

This project consists of demolishing the existing playground, expanding the current footprint, and installing new playground equipment and resilient surfacing. These are additional funds needed to supplement a previously funded replacement project.

* NOTE: \$375,000 of previously budgeted monies will be rolled forward from FY 2020 to supplement the funding of this project. The total project cost for these improvements is \$500,000.

How will this project benefit the City's Strategic Goals?

Continue to be a pre-eminent City for parks and recreation programs

How was the project cost calculated?

Parks and Recreation Master Plan Estimate

What are the project alternatives?

Leaving the existing playground in.

What are the adverse consequences for deferring or delaying this project?

Continued repair and maintenance on an old playground structure.

Brian D. Archer Wilderness Preserve at Parkside

DEPARTMENT: Public Works

PROJECT TITLE: Brian D. Archer Wilderness Preserve at Parkside Trailhead

STRATEGIC GOAL: Continue to be a pre-eminent City for parks and recreation programs

FUNDING SOURCE: Infrastructure Replacement Fund

NEW X REPLACEMENT CARRYOVER

| Fiscal Year | Planning, Architecture, Engineering | Construction, Renovation | Equipment, Furnishing | Contingencies Other | TOTAL PROJECT COST | Additional Operating Costs | Additional Revenue |
|--------------|-------------------------------------|--------------------------|-----------------------|---------------------|--------------------|----------------------------|--------------------|
| 2021 | | \$100,000 | | | \$100,000 | | |
| 2022 | | | | | | | |
| 2023 | | | | | | | |
| 2024 | | | | | | | |
| 2025 | | | | | | | |
| Total | | \$100,000 | | | \$100,000 | | |

Describe the project:

This project consists of replacing the existing walkway between Parkside Drive and Ternbridge Trail known as Brian Archer Walkway.

How will this project benefit the City's Strategic Goals?

Continue to be a pre-eminent City for parks and recreation programs

How was the project cost calculated?

Cost calculated based on similar type projects.

What are the project alternatives?

Leaving the site as is.

What are the adverse consequences for deferring or delaying this project?

The current walkway has deteriorated and poses a safety risk in its current condition.

Sidewalks

DEPARTMENT: Public Works

PROJECT TITLE: Sidewalks

STRATEGIC GOAL: Improve and enhance the City's transportation infrastructure

FUNDING SOURCE: Infrastructure Replacement Fund

NEW **REPLACEMENT** **X** **CARRYOVER**

| Fiscal Year | Planning, Architecture, Engineering | Construction, Renovation | Equipment, Furnishing | Contingencies Other | TOTAL PROJECT COST | Additional Operating Costs | Additional Revenue |
|--------------|-------------------------------------|--------------------------|-----------------------|---------------------|--------------------|----------------------------|--------------------|
| 2021 | | \$92,560 | | | \$92,560 | | |
| 2022 | | \$95,340 | | | \$95,340 | | |
| 2023 | | \$98,200 | | | \$98,200 | | |
| 2024 | | \$101,500 | | | \$101,500 | | |
| 2025 | | \$104,180 | | | \$104,180 | | |
| Total | | \$491,780 | | | \$491,780 | | |

Describe the project:

This project will include the replacement of the sidewalk along Mecca Blvd and select items from the ADA transition plan.

How will this project benefit the City's Strategic Goals?

The concrete sidewalk has exceeded its useful life and needs to be replaced.

How was the project cost calculated?

Cost calculated using industry quotes and verbal estimates.

What are the project alternatives?

Leave current sidewalk in place.

What are the adverse consequences for deferring or delaying this project?

Not providing an up to code sidewalk system with trip hazards.



Liberty Park Playground

DEPARTMENT: Public Works

PROJECT TITLE: Liberty Park Playground Replacement

STRATEGIC GOAL: Continue to be a pre-eminent City for parks and recreation programs

FUNDING SOURCE: Infrastructure Replacement Fund

NEW **REPLACEMENT** **X** **CARRYOVER**

| Fiscal Year | Planning, Architecture, Engineering | Construction, Renovation | Equipment, Furnishing | Contingencies Other | TOTAL PROJECT COST | Additional Operating Costs | Additional Revenue |
|--------------|-------------------------------------|--------------------------|-----------------------|---------------------|--------------------|----------------------------|--------------------|
| 2021 | \$60,000 | | | | \$60,000 | | |
| 2022 | | \$600,000 | | | \$600,000 | | |
| 2023 | | | | | | | |
| 2024 | | | | | | | |
| 2025 | | | | | | | |
| Total | \$60,000 | \$600,000 | | | \$660,000 | | |

Describe the project:

This project consists of replacing the wooden playground structures at Liberty Park.

How will this project benefit the City's Strategic Goals?

Continue to be a pre-eminent City for parks and recreation programs.

How was the project cost calculated?

Cost calculated based on similar type projects.

What are the project alternatives?

Leaving the existing playground structure as is.

What are the adverse consequences for deferring or delaying this project?

Not providing an ADA compliant playground



Irrigation Pump Stations

DEPARTMENT: Public Works

PROJECT TITLE: Irrigation Pump Station Replacements

STRATEGIC GOAL: Improve and enhance the City's infrastructure

FUNDING SOURCE: Infrastructure Replacement Fund

NEW **REPLACEMENT** **X** **CARRYOVER**

| Fiscal Year | Planning, Architecture, Engineering | Construction, Renovation | Equipment, Furnishing | Contingencies Other | TOTAL PROJECT COST | Additional Operating Costs | Additional Revenue |
|--------------|-------------------------------------|--------------------------|-----------------------|---------------------|--------------------|----------------------------|--------------------|
| 2021 | | \$46,020 | | | \$46,020 | | |
| 2022 | | \$66,000 | | | \$66,000 | | |
| 2023 | | \$43,000 | | | \$43,000 | | |
| 2024 | | | | | | | |
| 2025 | | | | | | | |
| Total | | \$155,020 | | | \$155,020 | | |

Describe the project:

Replacement of the following irrigation pump stations:

University Drive North \$15,000

Riverside Roundabout \$11,020

Quigley Park \$20,000

How will this project benefit the City's Strategic Goals?

This project supports the following City of Parkland Goals:

Improve and enhance the City's infrastructure

How was the project cost calculated?

Verbal and written quotations.

What are the project alternatives?

Not replacing the pump stations.

What are the adverse consequences for deferring or delaying this project?

Pump failure would cause damage to the landscape that would incur additional unscheduled capital costs and resources to replace.

Equestrian Center Perimeter Fence

DEPARTMENT: Public Works

PROJECT TITLE: Equestrian Center Perimeter Fence Replacement

STRATEGIC GOAL: Improve and enhance the City's infrastructure

FUNDING SOURCE: Infrastructure Replacement Fund

NEW REPLACEMENT CARRYOVER

| Fiscal Year | Planning, Architecture, Engineering | Construction, Renovation | Equipment, Furnishing | Contingencies Other | TOTAL PROJECT COST | Additional Operating Costs | Additional Revenue |
|--------------|-------------------------------------|--------------------------|-----------------------|---------------------|--------------------|----------------------------|--------------------|
| 2021 | | \$25,000 | | | \$25,000 | | |
| 2022 | | | | | | | |
| 2023 | | | | | | | |
| 2024 | | | | | | | |
| 2025 | | | | | | | |
| Total | | \$25,000 | | | \$25,000 | | |

Describe the project:

This project consists of replacement of the wooden split rail fencing on the perimeter of the Equestrian Center.

Breakdown of costs:

Fence Replacement \$25,000

How was the project cost calculated?

Cost calculated using industry quotes.

Project Justification:

Current fence is past its useful life and failing.



Public Safety/Fire Station 97 Painting

DEPARTMENT: Public Works

PROJECT TITLE: Public Safety/Fire Station 97 Exterior Painting

STRATEGIC GOAL: Effective governance and internal communications

FUNDING SOURCE: Infrastructure Replacement Fund

NEW **REPLACEMENT** **X** **CARRYOVER**

| Fiscal Year | Planning, Architecture, Engineering | Construction, Renovation | Equipment, Furnishing | Contingencies Other | TOTAL PROJECT COST | Additional Operating Costs | Additional Revenue |
|--------------|-------------------------------------|--------------------------|-----------------------|---------------------|--------------------|----------------------------|--------------------|
| 2021 | | \$17,420 | | | \$17,420 | | |
| 2022 | | | | | | | |
| 2023 | | | | | | | |
| 2024 | | | | | | | |
| 2025 | | | | | | | |
| Total | | \$17,420 | | | \$17,420 | | |

Describe the project:

This project consists of repainting the exterior of the Public Safety/Fire Station 97.

Breakdown of costs:

Exterior Painting \$17,420

How was the project cost calculated?

Cost calculated using industry quotes.

Project Justification:

Current paint is fading and needs to be repainted.

Terramar Park Concession Stand A/C

DEPARTMENT: Public Works

PROJECT TITLE: Terramar Park Concession Stand AC Replacement

STRATEGIC GOAL: Continue to be a pre-eminent City for parks and recreation programs

FUNDING SOURCE: Infrastructure Replacement Fund

NEW **REPLACEMENT** **X** **CARRYOVER**

| Fiscal Year | Planning, Architecture, Engineering | Construction, Renovation | Equipment, Furnishing | Contingencies Other | TOTAL PROJECT COST | Additional Operating Costs | Additional Revenue |
|--------------|-------------------------------------|--------------------------|-----------------------|---------------------|--------------------|----------------------------|--------------------|
| 2021 | | \$15,000 | | | \$15,000 | | |
| 2022 | | | | | | | |
| 2023 | | | | | | | |
| 2024 | | | | | | | |
| 2025 | | | | | | | |
| Total | | \$15,000 | | | \$15,000 | | |

Describe the project:

This project consists of replacing the existing air conditioning unit at the concession stand at Terramar Park.

Breakdown of costs:

AC Installation \$15,000

How was the project cost calculated?

Cost calculated using industry quotes.

Project Justification:

The current unit is past its useful life.



Ice Machine Replacements

DEPARTMENT: Public Works

PROJECT TITLE: Ice Machine Replacements at Fire Station 42/Public Works and Fire Station 97/Public Safety

STRATEGIC GOAL: Effective governance and internal communications

FUNDING SOURCE: Infrastructure Replacement Fund

NEW **REPLACEMENT** **X** **CARRYOVER**

| Fiscal Year | Planning, Architecture, Engineering | Construction, Renovation | Equipment, Furnishing | Contingencies Other | TOTAL PROJECT COST | Additional Operating Costs | Additional Revenue |
|--------------|-------------------------------------|--------------------------|-----------------------|---------------------|--------------------|----------------------------|--------------------|
| 2021 | | \$14,000 | | | \$14,000 | | |
| 2022 | | | | | | | |
| 2023 | | | | | | | |
| 2024 | | | | | | | |
| 2025 | | | | | | | |
| Total | | \$14,000 | | | \$14,000 | | |

Describe the project:

This project consists of replacing the ice machines at Fire Station 42/Public Works and Fire Station 97/Public Safety

Breakdown of costs:

Ice Machine \$7,000 each

How was the project cost calculated?

Cost calculated using industry quotes.

Project Justification:

The existing ice machines are past their useful life.

Rotary Mower

DEPARTMENT: Public Works

VEHICLE/ EQUIPMENT TYPE: Rotary Mower

FUNDING SOURCE: Capital Replacement Fund

NEW **REPLACEMENT** **X** **UPGRADE**

| Fiscal Year | Quantity | Total Cost | Replacement Unit(s) | Additional Operating Revenue/ Cost |
|--------------|----------|-----------------|---------------------|------------------------------------|
| 2020-21 | 1 | \$48,000 | 1 | |
| Total | 1 | \$48,000 | | |

Project Description:

a) Model: Rotary Mower

b) Specialty Items: None

Project Justification:

- Who needs the vehicle/ equipment and what is it used for?
Parks, Public Works mowing of athletic fields
- How does this vehicle/ equipment benefit the City?
Equipment keeps athletic field grass cut and manicured.
- List current year/mileage for each vehicle/ equipment? i.e. unit # 510 yr./miles;
unit # 1466 / 2013 / 11,266 hrs
- What type of maintenance costs has this vehicle/ equipment incurred?
 - 2018: \$ 480.00
 - 2019: \$ 1,780.00
 - 2020 ytd: \$ 235.00
 - Prior Years: \$ 2,188.00
- Underline condition of each vehicle/ equipment upon replacement?
 - unit # 1466 non-operative, very poor, **poor or fair**
 - unit # non-operative, very poor, poor or fair
- Can this vehicle/equipment be sold (online auction)? Yes

Multi Purpose Utility Vehicle

DEPARTMENT: Public Works

VEHICLE/ EQUIPMENT TYPE: Multi-Purpose Utility Vehicle

FUNDING SOURCE: Capital Replacement Fund

NEW

REPLACEMENT

UPGRADE

| Fiscal Year | Quantity | Total Cost | Replacement Unit(s) | Additional Operating Revenue/ Cost |
|--------------|----------|------------|---------------------|------------------------------------|
| 2020-21 | 1 | \$15,000 | 1752 | |
| Total | 1 | \$15,000 | | |

Project Description:

- a) Model: Multi-Purpose Utility Vehicle
- b) Specialty Items: None

Project Justification:

- Who needs the vehicle/ equipment and what is it used for?
Public Works Parks for transporting employees within parks and haul small loads of materials
- How does this vehicle/ equipment benefit the City?
Work efficiency
- List current year/mileage for each vehicle/ equipment? i.e. unit # 510 yr./miles
unit # 1752 / 2008 / 24,320 hrs.
- What type of maintenance costs has this vehicle/ equipment incurred?
 - 2018: \$ 365.00
 - 2019: \$ 840.00
 - 2020 ytd: \$ 1,770.00
 - Prior Years: \$ 1,680.00
- Underline condition of each vehicle/ equipment upon replacement?
unit # 1752 non-operative, very poor, **poor or fair**
- Can this vehicle/equipment be sold (online auction)? Yes

Field Line Painters

DEPARTMENT: Public Works

VEHICLE/ EQUIPMENT TYPE: Field Line Painters

FUNDING SOURCE: Capital Replacement Fund

NEW **REPLACEMENT** **X** **UPGRADE**

| Fiscal Year | Quantity | Total Cost | Replacement Unit(s) | Additional Operating Revenue/ Cost |
|--------------|----------|-----------------|---------------------|------------------------------------|
| 2020-21 | 2 | \$30,000 | 4397,4398 | |
| Total | 2 | \$30,000 | | |

Project Description:

- a) Model: Field Line Painters
- b) Specialty Items: None

Project Justification:

- Who needs the vehicle/ equipment and what is it used for?
Parks Public Works to paint lines on athletic fields
- How does this vehicle/ equipment benefit the City?
Paints athletic fields in an efficient manner
- List current year/mileage for each vehicle/ equipment? i.e. unit # 510 yr./miles
unit # 4397 / 2016 / 4,855 hrs unit # 4398 / 2016 / 3,933 hrs
- What type of maintenance costs has this vehicle/ equipment incurred?
 - 2018: \$ 386.00 both units
 - 2019: \$ 478.00 both units
 - 2020 ytd: \$ 596.00 both units
 - Prior Years: \$ 878.00 both units
- Underline condition of each vehicle/ equipment upon replacement?
 - unit # 4397 non-operative, very poor, **poor or fair**
 - unit # 4398 non-operative, very poor, **poor or fair**
- Can this vehicle/equipment be sold (online auction)? Yes

Computer Replacements

DEPARTMENT: Information Services

PROJECT TITLE: Computer Replacements (30)

STRATEGIC GOAL: Effective governance and internal communications

FUNDING SOURCE: Capital Replacement Fund

NEW **REPLACEMENT** **X** **CARRYOVER**

| Fiscal Year | Total Cost | Additional Operating Cost | Additional Revenue/Income |
|--------------|------------------|---------------------------|---------------------------|
| 2020-21 | \$30,000 | | |
| 2021-22 | \$30,000 | | |
| 2022-23 | \$30,000 | | |
| 2023-24 | \$30,000 | | |
| 2024-25 | \$30,000 | | |
| Total | \$150,000 | | |

Describe the project: Citywide computer replacement program.

FY2020

Replacement of 22 desktop computers \$30,000

Replacement of 8 laptops in commission chambers

FY2021

Replacement of 30 desktop computers \$30,000

FY2022

Replacement of 30 desktop computers \$30,000

FY2023

Replacement of 30 desktop computers \$30,000

FY2024

Replacement of 30 desktop computers \$30,000

How will this project benefit the City's Strategic Goals?

Project is necessary to maintain high performance of the City's applications and computer infrastructure

How was the project cost calculated?

Verbal estimates and quotes

Future Capital Projects

| | FY 2022 | FY 2023 | FY 2024 | FY 2025 | FY 2026 | Total FY 2022-2026 |
|---|--------------------|------------------|------------------|------------------|-----------------|-------------------------------------|
| Traffic Signals | \$585,000 | \$- | \$- | \$- | \$- | \$585,000 |
| EOC/Fire Station 109 Drainage Well (Grant) | \$200,000 | \$- | \$- | \$- | \$- | \$200,000 |
| Information Technology Improvements | \$193,000 | \$117,000 | \$80,000 | \$80,000 | \$- | \$470,000 |
| University Dr./Old Club Rd. Roundabout | \$100,000 | \$- | \$- | \$- | \$- | \$100,000 |
| City Wide Signage | \$80,000 | \$90,000 | \$90,000 | \$90,000 | \$- | \$350,000 |
| Public Property Beautification | \$20,000 | \$20,000 | \$20,000 | \$20,000 | \$20,000 | \$100,000 |
| Re-Upholster Commission Chamber Chairs | \$15,000 | \$- | \$- | \$- | \$- | \$15,000 |
| Total Future Capital Improvement Projects | \$1,193,000 | \$227,000 | \$190,000 | \$190,000 | \$20,000 | \$1,820,000 |

The Parks Master Plan identified the costs to construct/reconfigure many of the City's parks. The following list was identified for future spending. At this time, these items are not slotted into a specific year.

Parks and Recreation Master Plan

| | |
|------------------------------------|--------------|
| 36 Acre Park | \$15,565,000 |
| Pine Trail Park | \$14,358,000 |
| Terramar Park | \$2,800,000 |
| Quigley Tennis Center | \$300,000 |
| Margate-Blount Archaeological Site | \$22,000 |
| 12 Acre Park | \$836,000 |
| Veterans Park | \$63,000 |
| Barkland | \$163,000 |
| Liberty Park | \$2,100,000 |
| Equestrian Center | \$412,000 |
| Farmer's Market Site | \$2,255,000 |
| Doris Davis Forman Preserve | \$310,000 |
| Trail System | \$1,100,000 |

Future Capital Replacements

| | FY 2022 | FY 2023 | FY 2024 | FY 2025 | FY 2026 | Total FY 2022-2026 |
|--|--------------------|------------------|------------------|------------------|------------------|-------------------------------------|
| Fire Engine PK142 | \$737,700 | \$- | \$- | \$- | \$- | \$737,700 |
| Grapple Truck | \$175,000 | \$- | \$- | \$- | \$- | \$175,000 |
| Tractor/Loader/Backhoe | \$105,760 | \$- | \$- | \$- | \$- | \$105,760 |
| F-150 Crew Cab 4x4 (3) | \$103,810 | \$- | \$40,200 | \$161,520 | \$71,860 | \$377,390 |
| Track Loader | \$70,510 | \$- | \$- | \$- | | \$70,510 |
| 2017 Ford Escape Replacements | \$- | \$- | \$- | \$141,080 | \$259,210 | \$400,290 |
| Computer Replacements | \$30,000 | \$30,000 | \$30,000 | \$30,000 | \$25,000 | \$145,000 |
| John Deere Gator HPX | \$22,060 | \$46,320 | \$12,160 | \$12,770 | \$- | \$93,310 |
| Kubota Tractor/Loader | \$- | \$- | \$- | \$81,630 | \$- | \$81,630 |
| F-250 Crew Cab 4x4 | \$36,470 | \$- | \$85,740 | \$- | \$39,150 | \$161,360 |
| John Deere Zero Turn Mowers | \$58,720 | \$- | \$- | \$- | \$35,680 | \$94,400 |
| Wacker Trailer Mounted Generator | \$58,350 | \$- | \$- | \$- | \$- | \$58,350 |
| Wiedenmann Super 600 Sweeper Vacuum | \$53,180 | \$- | \$- | \$- | \$- | \$53,180 |
| Toro Groundmaster Rotary Mower | \$- | \$- | \$- | \$52,060 | \$- | \$52,060 |
| Terex Light Towers | \$- | \$45,930 | \$- | \$- | \$- | \$45,930 |
| Toro Sandpro | \$22,180 | \$23,290 | \$- | \$- | \$- | \$45,470 |
| Toro Mower 4500D | \$- | \$- | \$- | \$38,960 | \$- | \$38,960 |
| Suncoast Enclosed Trailer | \$- | \$- | \$30,000 | \$- | \$- | \$30,000 |
| Lely Tow-behind Spreader | \$- | \$- | \$12,060 | \$12,660 | \$- | \$24,720 |
| Wiedenmann Terra Clean | \$- | \$24,260 | \$- | \$- | \$- | \$24,260 |
| Toro Workman Multi Purpose Vehicle | \$- | \$- | \$- | \$18,930 | \$53,640 | \$72,570 |
| FieldLazer Riding Paint Stripper | \$- | \$- | \$- | \$- | \$35,960 | \$35,960 |
| Toro Line Painter | \$17,040 | \$- | \$- | \$- | \$- | \$17,040 |
| Towed Water Tanker | \$26,340 | \$- | \$- | \$- | | \$26,340 |
| Toro Pro Force Blower | \$- | \$- | \$- | \$10,360 | \$10,880 | \$21,240 |
| Floor Stripping Machine | \$6,380 | \$- | \$- | \$- | \$- | \$6,380 |
| Blue Bird Stump Grinder | \$6,000 | \$- | \$- | \$- | \$- | \$6,000 |
| Speedaire Electric Air Compressor | \$- | \$5,000 | \$- | \$- | \$- | \$5,000 |
| Total Future Capital Replacements | \$1,529,500 | \$174,800 | \$210,160 | \$559,970 | \$531,380 | \$3,005,810 |

Future Infrastructure Replacements

| | FY 2022 | FY 2023 | FY 2024 | FY 2025 | FY 2026 | Total FY 2022-2026 |
|---|------------------|--------------------|------------------|------------------|--------------------|-----------------------|
| Parkside Drive Paving | \$- | \$1,650,000 | \$- | \$- | \$- | \$1,650,000 |
| Holmberg Road Paving | \$- | \$- | \$717,000 | \$- | \$1,417,000 | \$2,134,000 |
| NW 87th Avenue Paving | \$- | \$300,000 | \$- | \$- | \$- | \$300,000 |
| University Drive Paving | \$- | \$- | \$- | \$- | \$1,456,705 | \$1,456,705 |
| Sidewalks | \$95,340 | \$98,200 | \$101,150 | \$104,108 | \$107,310 | \$506,108 |
| Irrigation Pump Stations | \$66,000 | \$43,000 | \$- | \$- | \$30,500 | \$139,500 |
| Amphitheater HVAC Replacement | \$- | \$65,000 | \$- | \$- | \$- | \$65,000 |
| Amphitheater Exterior Painting | \$- | \$- | \$- | \$6,520 | \$- | \$6,520 |
| P-REC Exterior Painting | \$- | \$- | \$- | \$38,290 | \$- | \$38,290 |
| Public Works/FireStation Interior Remodel | \$- | \$- | \$159,900 | \$- | \$- | \$159,900 |
| Public Works/FireStation Exterior Painting | \$- | \$- | \$- | \$10,620 | \$- | \$10,620 |
| City Hall Exterior Painting | \$- | \$- | \$- | \$15,000 | \$- | \$15,000 |
| Public Safety Building Exterior Painting | \$- | \$- | \$20,000 | \$- | \$- | \$20,000 |
| Public Safety Building Garage Doors | \$- | \$- | \$- | \$201,014 | \$- | \$201,014 |
| Public Safety Building Interior Remodel | \$- | \$- | \$- | \$73,700 | \$- | \$73,700 |
| Fire Station 109 Exterior Painting | | \$12,000 | \$- | \$- | \$- | \$12,000 |
| Fire Station 109 HVAC Replacement | \$- | \$- | \$- | \$98,000 | \$- | \$98,000 |
| Fire Station 109 Interior Remodel | \$- | \$- | \$- | \$134,900 | \$- | \$134,900 |
| Total Future Infrastructure Replacements | \$161,340 | \$2,168,200 | \$998,050 | \$682,152 | \$3,011,515 | \$7,021,257 |



Millage Rate Ordinance

ORDINANCE NO. 2020-018

AN ORDINANCE OF THE CITY COMMISSION OF THE CITY OF PARKLAND, FLORIDA, ADOPTING THE MILLAGE RATE TO BE LEVIED FOR THE FISCAL YEAR BEGINNING OCTOBER 1, 2020 AND ENDING SEPTEMBER 30, 2021; STATING THE PERCENTAGE CHANGE BY WHICH THE MILLAGE RATE EXCEEDS THE ROLLED-BACK RATE AS COMPUTED PURSUANT TO SECTION 200.065, FLORIDA STATUTES; PROVIDING FOR CONFLICTS, SEVERABILITY, AND PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, the City Commission of the City of Parkland (City) has held all necessary public workshops and public hearings to consider and make changes to the annual budget submitted by the City Manager for the fiscal year beginning October 1, 2020 and ending September 30, 2021 ("Fiscal Year 2021"); and

WHEREAS, the proposed millage rate for Fiscal Year 2021 is 4.2979, which represents a 0.00% increase over the rolled back rate of 4.2979, and such percentage change is characterized as the percentage increase in property taxes pursuant to Section 200.065, Florida Statutes; and

WHEREAS, the City has provided notice and has conducted public hearings as required by Section 200.065, Florida Statutes, to consider, discuss and hear public comment regarding the millage rate and budget for Fiscal Year 2021.

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COMMISSION OF THE CITY OF PARKLAND, AS FOLLOWS:

Section 1. That the operating millage rate hereby adopted and levied for Fiscal Year 2021 in order to produce sufficient ad valorem taxation revenue that, when combined with other projected General Fund revenues, will be adequate to pay the appropriations made in the Fiscal Year 2021 budget is **4.2979 mills**.

Section 2. The Fiscal Year 2021 operating millage rate of 4.2979 mills is 0.00% more than the rolled back rate of 4.2979 calculated pursuant to Florida law.

Section 3. That all ordinances or resolutions in conflict herewith are hereby repealed to the extent of such conflict.

Section 4. Should any section or provision of this Ordinance or any portion thereof, any paragraph, sentence or word be declared by a court of competent jurisdiction to be invalid, such decision shall not affect the validity of the remainder hereof as a whole or part thereof other than the part declared to be invalid.

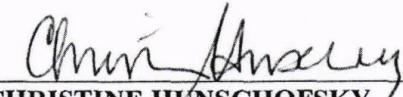
Section 5. This Ordinance shall be in full force and effect immediately upon its passage and adoption on Second Reading.

PASSED 1ST READING THIS 14th DAY OF September, 2020.

ADOPTED ON 2ND READING THIS 23rd DAY OF September, 2020.

Millage Rate Ordinance

CITY OF PARKLAND, FLORIDA


CHRISTINE HUNSCHOFSKY
MAYOR

ATTEST:


ALYSON MORALES, CMC
CITY CLERK

Approved as to form and legality


ANDREW MAURODIS
CITY ATTORNEY

Record of the vote

| | |
|----------------------|-----|
| Mayor Hunschofsky | Yes |
| Vice Mayor Mayersohn | Yes |
| Commissioner Cutler | No |
| Commissioner Kagan | Yes |
| Commissioner Walker | Yes |



Budget Ordinance

ORDINANCE NO. 2020-019

AN ORDINANCE OF THE CITY COMMISSION OF THE CITY OF PARKLAND, FLORIDA, ADOPTING A BUDGET FOR THE FISCAL YEAR BEGINNING OCTOBER 1, 2020 AND ENDING SEPTEMBER 30, 2021; PROVIDING FOR CONFLICTS, SEVERABILITY AND PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, pursuant to the requirements of Sections 166.241 and 200.065, Florida Statutes, the City Commission of the City of Parkland ("City") is required to adopt a budget for the City for the fiscal year beginning on October 1, 2020 and ending September 30, 2021 ("Fiscal Year 2021"); and

WHEREAS, the City Manager has duly prepared and presented a budget for Fiscal Year 2021, which is attached as Exhibit "A" (the "Fiscal Year 2021 Budget"); and

WHEREAS, the City Commission has received comments, if any, from the public regarding the millage rate and budget for Fiscal Year 2021; and

WHEREAS, the City Commission has passed an Ordinance adopting the millage rate required to support the Fiscal Year 2021 Budget.

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COMMISSION OF THE CITY OF PARKLAND, AS FOLLOWS:

Section 1. The above referenced Whereas clauses are true and correct and made a part hereof.

Section 2. The City of Parkland, City Commission hereby adopts the Budget in accordance with Section 200.065 and 166.241 of the Florida Statutes for the operations of City government for the City of Parkland. The General Fund, Capital Improvement Projects Fund, Capital Replacement Fund, Infrastructure Replacement Fund, Park & Community Improvement Fund, Public Safety Impact Fee Fund, and Government Building & Library Impact Fee Fund for Fiscal Year 2021, showing a total of revenues and appropriated fund balance of \$48,095,550 and a total expenditure requirements of \$48,095,550 as set forth in detail in the Fiscal Year 2021 Budget be and the same is hereby adopted as the General Fund, Capital Improvement Projects Fund, Capital Replacement Fund, Infrastructure Replacement Fund, Park & Community Improvement Fund, Public Safety Impact Fee Fund, and Government Building & Library Impact Fee for Fiscal Year 2021.

Section 3. The Fiscal Year 2021 Budget as adopted shall regulate expenditures for the City of Parkland in accordance with applicable law.

Section 4. All delinquent taxes collected during Fiscal Year 2021 as proceeds from levies of operation millage of prior years are hereby specifically appropriated for the use and benefit of the General Fund.

Section 5. That all ordinances or resolutions in conflict herewith are hereby repealed to the extent of such conflict.

Budget Ordinance

Section 6. Should any section or provision of this Ordinance or any portion thereof, any paragraph, sentence or word be declared by a court of competent jurisdiction to be invalid, such decision shall not affect the validity of the remainder hereof as a whole or part thereof other than the part declared to be invalid.

Section 7. This Ordinance shall be in full force and effect immediately upon its passage and adoption on Second Reading.

PASSED 1ST READING THIS 14th DAY OF September, 2020.

ADOPTED ON 2ND READING THIS 23rd DAY OF September, 2020.

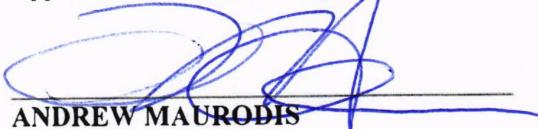
CITY OF PARKLAND, FLORIDA


CHRISTINE HUNSCHOFSKY
MAYOR

ATTEST:


ALYSON MORALES, CMC
CITY CLERK

Approved as to form and legality


ANDREW MAURODIS
CITY ATTORNEY

Record of the vote

| | |
|----------------------|------------|
| Mayor Hunschofsky | <u>No</u> |
| Vice Mayor Mayersohn | <u>Yes</u> |
| Commissioner Cutler | <u>Yes</u> |
| Commissioner Kagan | <u>Yes</u> |
| Commissioner Walker | <u>Yes</u> |



Fiscal Year 2020-2021 Adopted Pay Plan

| Position Title | Grade | Minimum | Midpoint | Maximum | Budgeted Positions | Budgeted Full-time Positions |
|-------------------------------------|-------|--------------|--------------|--------------|--------------------|------------------------------|
| City Manager | N/A | N/A | N/A | N/A | 1 | 1 |
| Assistant City Manager | 270 | \$120,476.29 | \$156,619.18 | \$192,762.06 | 1 | 1 |
| Finance Director | 250 | \$100,478.55 | \$130,622.11 | \$160,765.67 | 1 | 1 |
| Human Resources Director | 250 | \$100,478.55 | \$130,622.11 | \$160,765.67 | 1 | 1 |
| Information Technology Director | 250 | \$100,478.55 | \$130,622.11 | \$160,765.67 | 1 | 1 |
| Parks and Recreation Director | 250 | \$100,478.55 | \$130,622.11 | \$160,765.67 | 1 | 1 |
| Governmental Affairs Administrator | 250 | \$100,478.55 | \$130,622.11 | \$160,765.67 | 1 | 1 |
| Public Works Director | 250 | \$100,478.55 | \$130,622.11 | \$160,765.67 | 1 | 1 |
| Building Official | 240 | \$91,761.23 | \$119,289.60 | \$146,817.97 | 1 | 1 |
| Communications Director | 240 | \$91,761.23 | \$119,289.60 | \$146,817.97 | 1 | 1 |
| Purchasing Director | 240 | \$91,761.23 | \$119,289.60 | \$146,817.97 | 1 | 1 |
| City Clerk | 230 | \$83,800.21 | \$108,940.27 | \$134,080.33 | 1 | 1 |
| City Engineer | 230 | \$83,800.21 | \$108,940.27 | \$134,080.33 | 1 | 1 |
| Library Director | 230 | \$83,800.21 | \$108,940.27 | \$134,080.33 | 1 | 1 |
| Assistant Public Works Director | 220 | \$76,529.87 | \$99,488.83 | \$122,447.79 | 1 | 1 |
| Information Technology Manager | 220 | \$76,529.87 | \$99,488.83 | \$122,447.79 | 1 | 1 |
| Budget & Grants Manager | 210 | \$69,890.29 | \$90,857.38 | \$111,824.47 | 1 | 1 |
| Chief Building Inspector | 210 | \$69,890.29 | \$90,857.38 | \$111,824.47 | 4 | 4 |
| Controller | 210 | \$69,890.29 | \$90,857.38 | \$111,824.47 | 1 | 1 |
| Human Resources Manager | 210 | \$69,890.29 | \$90,857.38 | \$111,824.47 | 1 | 1 |
| Parks and Recreation Manager | 210 | \$69,890.29 | \$90,857.38 | \$111,824.47 | 2 | 2 |
| Communications Manager | 200 | \$63,826.75 | \$82,974.78 | \$102,122.80 | 1 | 1 |
| Engineer 1 | 200 | \$63,826.75 | \$82,974.78 | \$102,122.80 | 1 | 1 |
| Plans Examiner | 200 | \$63,826.75 | \$82,974.78 | \$102,122.80 | 6 | 4 |
| Public Works Superintendent | 200 | \$63,826.75 | \$82,974.78 | \$102,122.80 | 3 | 3 |
| Building Inspector - Electrical | 190 | \$58,289.27 | \$75,776.05 | \$93,262.83 | 1 | 0 |
| Building Inspector - Structural | 190 | \$58,289.27 | \$75,776.05 | \$93,262.83 | 3 | 3 |
| Engineering Inspector | 190 | \$58,289.27 | \$75,776.05 | \$93,262.83 | 1 | 1 |
| Fleet Supervisor | 190 | \$58,289.27 | \$75,776.05 | \$93,262.83 | 1 | 1 |
| Library Manager | 190 | \$58,289.27 | \$75,776.05 | \$93,262.83 | 1 | 1 |
| Network Administrator | 190 | \$58,289.27 | \$75,776.05 | \$93,262.83 | 1 | 1 |
| Accountant | 180 | \$53,232.21 | \$69,201.87 | \$85,171.54 | 1 | 1 |
| Associate Planner | 180 | \$53,232.21 | \$69,201.87 | \$85,171.54 | 1 | 1 |
| Buyer | 180 | \$53,232.21 | \$69,201.87 | \$85,171.54 | 1 | 1 |
| Deputy City Clerk | 180 | \$53,232.21 | \$69,201.87 | \$85,171.54 | 1 | 1 |
| Executive Assistant to City Manager | 180 | \$53,232.21 | \$69,201.87 | \$85,171.54 | 1 | 1 |
| Parks and Recreation Coordinator | 180 | \$53,232.21 | \$69,201.87 | \$85,171.54 | 1 | 1 |
| Permit Supervisor | 180 | \$53,232.21 | \$69,201.87 | \$85,171.54 | 1 | 1 |
| Web & Communications Specialist | 180 | \$53,232.21 | \$69,201.87 | \$85,171.54 | 1 | 1 |
| Library Coordinator | 170 | \$48,613.89 | \$63,198.06 | \$77,782.23 | 1 | 1 |

Fiscal Year 2020-2021 Adopted Pay Plan

| Position Title | Grade | Minimum | Midpoint | Maximum | Budgeted Positions | Budgeted Full-time Positions |
|----------------------------------|-------|-------------|-------------|-------------|--------------------|------------------------------|
| Crew Leader - Facilities | 160 | \$44,396.25 | \$57,715.12 | \$71,034.00 | 1 | 1 |
| Crew Leader - Nights/Weekends | 160 | \$44,396.25 | \$57,715.12 | \$71,034.00 | 1 | 1 |
| Crew Leader - Park | 160 | \$44,396.25 | \$57,715.12 | \$71,034.00 | 1 | 1 |
| Crew Leader - Street | 160 | \$44,396.25 | \$57,715.12 | \$71,034.00 | 1 | 1 |
| Development Services Coordinator | 160 | \$44,396.25 | \$57,715.12 | \$71,034.00 | 1 | 1 |
| Electrician | 160 | \$44,396.25 | \$57,715.12 | \$71,034.00 | 1 | 1 |
| Library Program Coordinator | 160 | \$44,396.25 | \$57,715.12 | \$71,034.00 | 1 | 1 |
| Purchasing Assistant | 160 | \$44,396.25 | \$57,715.12 | \$71,034.00 | 1 | 0 |
| Youth Program Specialist | 160 | \$44,396.25 | \$57,715.12 | \$71,034.00 | 1 | 1 |
| Administrative Assistant, Senior | 150 | \$40,544.52 | \$52,707.87 | \$64,871.23 | 2 | 2 |
| Help Desk Technician | 150 | \$40,544.52 | \$52,707.87 | \$64,871.23 | 1 | 1 |
| Parks & Rec. Program Specialist | 150 | \$40,544.52 | \$52,707.87 | \$64,871.23 | 2 | 2 |
| Accounting Clerk | 140 | \$37,026.96 | \$48,135.05 | \$59,243.13 | 1 | 1 |
| Administrative Assistant | 140 | \$37,026.96 | \$48,135.05 | \$59,243.13 | 4 | 3 |
| HR Assistant | 140 | \$37,026.96 | \$48,135.05 | \$59,243.13 | 1 | 1 |
| Maintenance Technician III | 140 | \$37,026.96 | \$48,135.05 | \$59,243.13 | 4 | 3 |
| Park Ranger, Senior | 140 | \$37,026.96 | \$48,135.05 | \$59,243.13 | 2 | 2 |
| Permit Technician | 140 | \$37,026.96 | \$48,135.05 | \$59,243.13 | 3 | 3 |
| Trades Technician | 140 | \$37,026.96 | \$48,135.05 | \$59,243.13 | 2 | 2 |
| Maintenance Technician II | 130 | \$33,814.57 | \$43,958.95 | \$54,103.32 | 8 | 7 |
| Park Ranger | 130 | \$33,814.57 | \$43,958.95 | \$54,103.32 | 9 | 0 |
| Document Imaging Specialist | 120 | \$30,880.89 | \$40,145.16 | \$49,409.42 | 2 | 2 |
| Library Aide | 120 | \$30,880.89 | \$40,145.16 | \$49,409.42 | 7 | 0 |
| Maintenance Technician I | 120 | \$30,880.89 | \$40,145.16 | \$49,409.42 | 30 | 16 |
| After Care Assistant, Senior | 110 | \$28,201.73 | \$36,662.24 | \$45,122.76 | 1 | 0 |
| Document Imaging Technician | 100 | \$25,755.00 | \$33,481.50 | \$41,208.00 | 1 | 0 |
| Recreation Aide | 100 | \$25,755.00 | \$33,481.50 | \$41,208.00 | 11 | 0 |
| Campsite Supervisor | N/A | \$16.16/hr | \$20.20/hr | \$24.24/hr | N/A | N/A |
| Campsite Supervisor, Assistant | N/A | \$13.13/hr | \$16.41/hr | \$19.70/hr | N/A | N/A |
| Camp Counselor | N/A | \$10.605/hr | \$13.26/hr | \$15.91/hr | N/A | N/A |
| Totals | | | | | 153 | 103 |

Debt Service

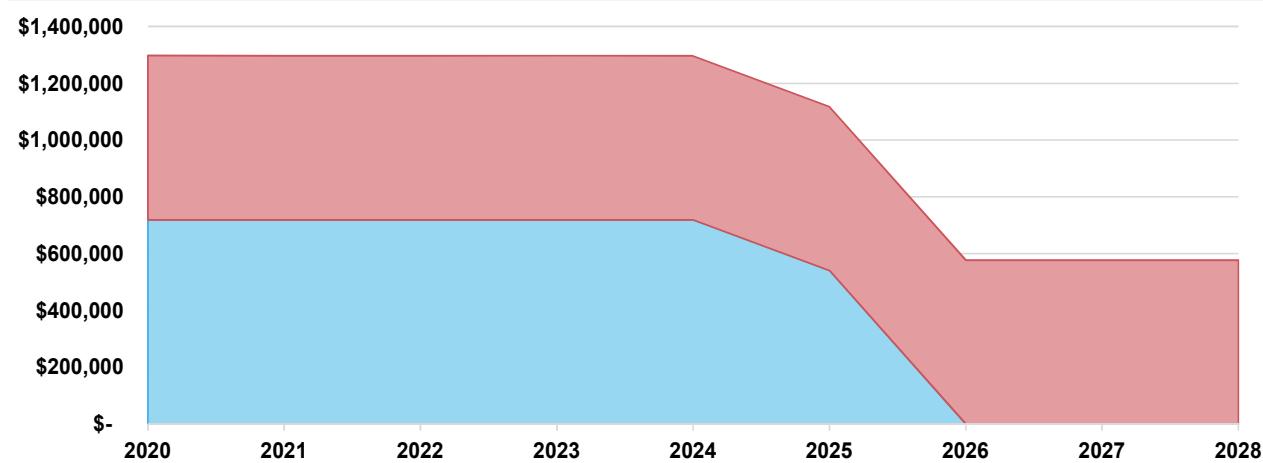
The City of Parkland's outstanding debt at the beginning of Fiscal Year 2021 totals \$7,796,447. The City is not subject to any legal debt limits but has established policies to guide debt management and debt service (see ["Policies and Planning"](#)).

Debt service for Calendar Year 2021 totals \$1,296,508 a slight decrease from last year. No new debt has been issued but the City is anticipating issuing debt during Fiscal Year 2021 to fund the development/redevelopment of City parks in accordance with an upcoming Parks Master Plan.

The City has two outstanding borrowings on which it is currently making debt service payments. The \$10 million Bank of America borrowing is a 20-year note issued in September 2005 to finance recreational facility improvements (Terramar and Pine Trails parks). The interest rate on the note is 4.64% payable quarterly. The \$7 million SunTrust 2013 Series Loan is a 15-year loan issued in October 2013 with an interest rate of 2.79%. The loan proceeds were used to construct capital improvements including a fire station, Pine Trails Park improvements and other capital projects.

| Calendar Year | \$10,000,000 Bank of America | | | \$7,000,000 SunTrust Bank | | | City of Parkland Total Debt Service | | |
|---------------|---------------------------------|----------|-----------|------------------------------|----------|-----------|--|----------|-------------|
| | Principal | Interest | Total | Principal | Interest | Total | Principal | Interest | Total |
| 2020 | 584,469 | 134,956 | \$719,425 | 451,000 | 126,666 | \$577,666 | 1,035,469 | 261,622 | \$1,297,091 |
| 2021 | 607,821 | 111,604 | \$719,425 | 463,000 | 114,083 | \$577,083 | 1,070,821 | 225,687 | \$1,296,508 |
| 2022 | 631,706 | 87,719 | \$719,425 | 476,000 | 101,165 | \$577,165 | 1,107,706 | 188,884 | \$1,296,590 |
| 2023 | 656,530 | 62,895 | \$719,425 | 490,000 | 87,885 | \$577,885 | 1,146,530 | 150,780 | \$1,297,310 |
| 2024 | 682,217 | 37,208 | \$719,425 | 503,000 | 74,214 | \$577,214 | 1,185,217 | 111,422 | \$1,296,639 |
| 2025 | 530,107 | 10,278 | \$540,385 | 517,000 | 60,180 | \$577,180 | 1,047,107 | 70,458 | \$1,117,565 |
| 2026 | - | - | - | 532,000 | 45,756 | \$577,756 | 532,000 | 45,756 | \$577,756 |
| 2027 | - | - | - | 546,000 | 30,913 | \$576,913 | 546,000 | 30,913 | \$576,913 |
| 2028 | - | - | - | 562,000 | 15,680 | \$577,680 | 562,000 | 15,680 | \$577,680 |

Cumulative Debt Service



Debt Service

| \$10,000,000 Bank of America 20-Year Note | | | | | \$7,000,000 SunTrust Rev. Note Series 2013 | | | | | Total Loans | | | | | | | | | | | | |
|---|---------------|------------------|-------------------|--------------|--|--------------|-----------------------|----------------------|--------------------|-------------|--------------------|-----------------------|----------------------|--|--|--|--|--|--|--|--|--|
| Fiscal Year | Date Due | Interest Payment | Principal Payment | Loan Balance | Fiscal Year | Loan Balance | Fiscal Year Principal | Fiscal Year Interest | Fiscal Year Budget | Fiscal Year | Debt Service Total | Fiscal Year Principal | Fiscal Year Interest | | | | | | | | | |
| FY2020 | Nov. 20, 2019 | 37,440.71 | 142,415.46 | 3,692,849.74 | FY2020 | Oct. 1, 2019 | 439,000 | 69,457 | 571,790 | FY2020 | 1,291,215 | 1,017,819 | 273,396 | | | | | | | | | |
| | Feb. 20, 2020 | 36,050.42 | 143,805.75 | 3,549,043.99 | | | | | | | | | | | | | | | | | | |
| | May 20, 2020 | 33,893.37 | 145,962.80 | 3,403,081.19 | | | | | | | | | | | | | | | | | | |
| | Aug. 20, 2020 | 33,221.63 | 146,634.54 | 3,256,446.65 | | | | | | | | | | | | | | | | | | |
| FY2021 | Nov. 20, 2020 | 31,790.16 | 148,066.01 | 3,108,380.64 | FY2021 | Oct. 1, 2020 | 451,000 | 63,333 | 571,375 | FY2021 | 1,290,799 | 1,052,944 | 237,855 | | | | | | | | | |
| | Feb. 20, 2021 | 30,344.70 | 149,511.47 | 2,958,869.17 | | | | | | | | | | | | | | | | | | |
| | May 20, 2021 | 27,943.23 | 151,912.94 | 2,806,956.23 | | | | | | | | | | | | | | | | | | |
| | Aug. 20, 2021 | 27,402.13 | 152,454.04 | 2,654,502.19 | | | | | | | | | | | | | | | | | | |
| FY2022 | Nov. 20, 2021 | 25,913.84 | 153,942.33 | 2,500,559.86 | FY2022 | Oct. 1, 2021 | 463,000 | 57,042 | 570,624 | FY2022 | 1,290,049 | 1,088,599 | 201,450 | | | | | | | | | |
| | Feb. 20, 2022 | 24,411.02 | 155,445.15 | 2,345,114.71 | | | | | | | | | | | | | | | | | | |
| | May 20, 2022 | 22,147.00 | 157,709.17 | 2,187,405.54 | | | | | | | | | | | | | | | | | | |
| | Aug. 20, 2022 | 21,353.94 | 158,502.23 | 2,028,903.31 | | | | | | | | | | | | | | | | | | |
| FY2023 | Nov. 20, 2022 | 19,806.60 | 160,049.57 | 1,868,853.74 | FY2023 | Oct. 1, 2022 | 476,000 | 50,583 | 570,525 | FY2023 | 1,289,950 | 1,126,183 | 163,767 | | | | | | | | | |
| | Feb. 20, 2023 | 18,244.17 | 161,612.00 | 1,707,241.74 | | | | | | | | | | | | | | | | | | |
| | May 20, 2023 | 16,123.00 | 163,733.17 | 1,543,508.57 | | | | | | | | | | | | | | | | | | |
| | Aug. 20, 2023 | 15,068.07 | 164,788.10 | 1,378,720.47 | | | | | | | | | | | | | | | | | | |
| FY2024 | Nov. 20, 2023 | 13,459.38 | 166,396.79 | 1,212,323.68 | FY2024 | Oct. 1, 2023 | 490,000 | 43,943 | 571,050 | FY2024 | 1,290,474 | 1,165,621 | 124,853 | | | | | | | | | |
| | Feb. 20, 2024 | 11,834.97 | 168,021.20 | 1,044,302.48 | | | | | | | | | | | | | | | | | | |
| | May 20, 2024 | 9,973.09 | 169,883.08 | 874,419.40 | | | | | | | | | | | | | | | | | | |
| | Aug. 20, 2024 | 8,536.28 | 171,319.89 | 703,099.51 | | | | | | | | | | | | | | | | | | |
| FY2025 | Nov. 20, 2024 | 6,863.81 | 172,992.36 | 530,107.15 | FY2025 | Oct. 1, 2024 | 503,000 | 37,107 | 570,197 | FY2025 | 1,290,439 | 1,206,100 | 84,339 | | | | | | | | | |
| | Feb. 20, 2025 | 5,175.02 | 174,681.15 | 355,426.00 | | | | | | | | | | | | | | | | | | |
| | May 20, 2025 | 3,356.60 | 176,499.57 | 178,926.43 | | | | | | | | | | | | | | | | | | |
| | Aug. 20, 2025 | 1,746.72 | 178,926.43 | 0.00 | | | | | | | | | | | | | | | | | | |
| FY2026 | | | | | | Oct. 1, 2025 | 517,000 | 30,090 | 569,968 | FY2026 | 569,968 | 517,000 | 52,968 | | | | | | | | | |
| | | | | | | | | | | | | | | | | | | | | | | |
| | | | | | | | | | | | | | | | | | | | | | | |
| | | | | | | | | | | | | | | | | | | | | | | |
| FY2027 | | | | | | Oct. 1, 2026 | 532,000 | 22,878 | 570,334 | FY2027 | 570,334 | 532,000 | 38,334 | | | | | | | | | |
| | | | | | | | | | | | | | | | | | | | | | | |
| | | | | | | | | | | | | | | | | | | | | | | |
| | | | | | | | | | | | | | | | | | | | | | | |
| FY2028 | | | | | | Oct. 1, 2027 | 546,000 | 15,457 | 569,297 | FY2028 | 569,297 | 546,000 | 23,297 | | | | | | | | | |
| | | | | | | | | | | | | | | | | | | | | | | |
| | | | | | | | | | | | | | | | | | | | | | | |
| | | | | | | | | | | | | | | | | | | | | | | |
| FY2029 | | | | | | Oct. 1, 2028 | 562,000 | 7,840 | 569,840 | FY2029 | 569,840 | 562,000 | 7,840 | | | | | | | | | |
| | | | | | | | | | | | | | | | | | | | | | | |
| | | | | | | | | | | | | | | | | | | | | | | |
| | | | | | | | | | | | | | | | | | | | | | | |
| Final Totals | | | | | 4,389,311 | 10,000,000 | 0.00 | 7,000,000 | 1,659,054 | 8,659,054 | 23,048,365 | 17,000,000 | 6,048,365 | | | | | | | | | |

City Commission Budget Detail

| | | 2018 <u>Actual</u> | 2019 <u>Actual</u> | 2020 <u>Amended Budget</u> | 2020 <u>Projected Year-End</u> | 2021 <u>Adopted Budget</u> | % <u>Change</u> |
|---|------------------|-----------------------|-----------------------|-----------------------------------|---------------------------------------|-----------------------------------|--------------------|
| PERSONNEL SERVICES | | | | | | | |
| 001-0101-511-1110 Mayor/Council Pay | 147,041 | 147,040 | 166,493 | 166,493 | 169,824 | 2% | |
| 001-0101-511-2110 FICA | 14,823 | 14,760 | 17,321 | 14,778 | 17,720 | 2% | |
| 001-0101-511-2310 Health & Life Insurance | 39,058 | 42,134 | 41,670 | 41,668 | 43,545 | 5% | |
| 001-0101-511-2410 Workers Compensation | 366 | 287 | 462 | 265 | 468 | 1% | |
| 001-0101-511-2710 Auto Allowance | 18,000 | 18,000 | 18,000 | 18,000 | 18,000 | 0% | |
| SUB-TOTAL | 219,288 | 222,221 | 243,946 | 241,204 | 249,557 | 2% | |
| CONTRACTUAL SERVICES | | | | | | | |
| 001-0101-511-3410 Other Contractual Services | - | - | - | - | - | n/a | |
| SUB-TOTAL | - | - | - | - | - | n/a | |
| OPERATING EXPENDITURES | | | | | | | |
| 001-0101-511-4010 Travel & Per Diem | 3,940 | 7,092 | 6,330 | 3,985 | 5,000 | -21% | |
| 001-0101-511-4110 Communication Services | 8,878 | 9,040 | 9,900 | 4,001 | 10,395 | 5% | |
| 001-0101-511-4120 Postage & Shipping | 193 | 104 | 400 | 104 | 400 | 0% | |
| 001-0101-511-4310 Electricity | 6,132 | 5,451 | 8,600 | 5,002 | 9,000 | 5% | |
| 001-0101-511-4320 Water & Sewer | 333 | 323 | 400 | 309 | 400 | 0% | |
| 001-0101-511-4510 General Insurance | 9,148 | 6,787 | 12,100 | 6,276 | 12,700 | 5% | |
| 001-0101-511-4710 Copying | 91 | 11 | 250 | 11 | 250 | 0% | |
| 001-0101-511-4720 Printing & Binding | 416 | 640 | 1,000 | 229 | 1,200 | 20% | |
| 001-0101-511-5110 Office Supplies | 68 | 569 | 500 | 46 | 500 | 0% | |
| 001-0101-511-5220 Small Tools & Equipment | - | - | - | - | - | n/a | |
| 001-0101-511-5290 Other Operating Supplies | 1,844 | 3,501 | 5,300 | 484 | 3,800 | -28% | |
| 001-0101-511-5410 Subscriptions & Memberships | 8,284 | 12,650 | 11,000 | 11,407 | 11,000 | 0% | |
| 001-0101-511-5510 Training | 1,055 | 3,825 | 2,025 | - | 2,025 | 0% | |
| SUB-TOTAL | 40,382 | 49,993 | 57,805 | 31,854 | 56,670 | -2% | |
| GRAND TOTAL | \$259,670 | \$272,214 | \$301,751 | \$273,058 | \$306,227 | 2% | |

City Manager's Office Budget Detail

| | | 2018 Actual | 2019 Actual | 2020 Amended Budget | 2020 Projected Year-End | 2021 Adopted Budget | % Change |
|---|------------------|------------------|------------------|---------------------------|-------------------------------|---------------------------|-------------|
| PERSONNEL SERVICES | | | | | | | |
| 001-0501-512-1210 Regular Salaries | 529,906 | 539,476 | 448,557 | 419,276 | 518,952 | 16% | |
| 001-0501-512-1410 Overtime | - | 3,034 | - | - | - | n/a | |
| 001-0501-512-2110 FICA | 40,199 | 39,874 | 35,836 | 29,907 | 44,485 | 24% | |
| 001-0501-512-2210 Retirement Contributions | 64,572 | 54,700 | 69,112 | 76,719 | 106,182 | 54% | |
| 001-0501-512-2310 Health & Life Insurance | 44,900 | 38,074 | 65,671 | 46,665 | 85,110 | 30% | |
| 001-0501-512-2410 Workers Compensation | 1,122 | 1,017 | 1,150 | 689 | 1,360 | 18% | |
| 001-0501-512-2710 Auto Allowance | 14,883 | 6,122 | 11,700 | 4,449 | 4,800 | -59% | |
| SUB-TOTAL | 695,582 | 682,297 | 632,026 | 577,705 | 760,889 | 20% | |
| CONTRACTUAL SERVICES | | | | | | | |
| 001-0501-512-3410 Other Contractual Services | - | 3,382 | 1,200 | - | 1,200 | 0% | |
| 001-0501-512-3411 Software Maintenance | - | - | - | - | - | n/a | |
| SUB-TOTAL | - | 3,382 | 1,200 | - | 1,200 | - | |
| OPERATING EXPENDITURES | | | | | | | |
| 001-0501-512-4010 Travel & Per Diem | 2,191 | 3,826 | 3,300 | 125 | 2,300 | -30% | |
| 001-0501-512-4110 Communication Services | 8,897 | 10,395 | 7,000 | 9,227 | 7,350 | 5% | |
| 001-0501-512-4120 Postage & Shipping | 1,152 | 261 | 500 | 38 | 500 | 0% | |
| 001-0501-512-4310 Electricity | 2,361 | 2,253 | 2,600 | 1,878 | 2,800 | 8% | |
| 001-0501-512-4320 Water & Sewer | 333 | 355 | 200 | 248 | 300 | 50% | |
| 001-0501-512-4510 General Insurance | 4,520 | 4,241 | 4,700 | 3,038 | 4,950 | 5% | |
| 001-0501-512-4710 Copying Costs | 550 | 1,377 | 600 | 319 | 600 | 0% | |
| 001-0501-512-4720 Printing & Binding | 1,599 | 197 | 1,000 | 80 | 700 | -30% | |
| 001-0501-512-4915 Manager's Expense | 96 | 600 | 500 | 296 | 400 | -20% | |
| 001-0501-512-4925 Schools | 2,319 | 1,562 | 1,500 | 465 | 1,500 | 0% | |
| 001-0501-512-4981 Environmental Programs | - | - | - | - | 400 | n/a | |
| 001-0501-512-4981 Econ Development Programs | - | - | - | - | 300 | n/a | |
| 001-0501-512-5110 Office Supplies | 1,316 | 896 | 2,500 | 1,730 | 1,500 | -40% | |
| 001-0501-512-5210 Fuels - Vehicles | 490 | 957 | - | 501 | 1,200 | n/a | |
| 001-0501-512-5220 Small Tools & Equipment | - | 6,046 | 2,500 | 745 | 500 | -80% | |
| 001-0501-512-5290 Other Operating Supplies | 4,998 | 8,965 | 5,000 | 6,291 | 5,000 | 0% | |
| 001-0501-512-5410 Subscriptions & Memberships | 570 | 1,375 | 3,650 | 2,589 | 3,300 | -10% | |
| 001-0501-512-5510 Training | 634 | 526 | 3,250 | 110 | 1,000 | -69% | |
| SUB-TOTAL | 32,026 | 43,832 | 38,800 | 27,680 | 34,600 | -11% | |
| CAPITAL OUTLAY | | | | | | | |
| 001-0501-512-6410 Capital | - | - | - | - | - | n/a | |
| SUB-TOTAL | - | - | - | - | - | n/a | |
| GRAND TOTAL | \$727,608 | \$729,511 | \$672,026 | \$605,385 | \$796,689 | 19% | |

Communications & Marketing Budget Detail

| | 2018 <u>Actual</u> | 2019 <u>Actual</u> | 2020 <u>Amended Budget</u> | 2020 <u>Projected Year-End</u> | 2021 <u>Adopted Budget</u> | % <u>Change</u> |
|---|-----------------------|-----------------------|-----------------------------------|---------------------------------------|-----------------------------------|--------------------|
| PERSONNEL SERVICES | | | | | | |
| 001-0601-513-1210 Regular Salaries | - | - | 248,962 | 229,834 | 263,162 | 6% |
| 001-0601-513-1310 Part-time Salaries | - | - | - | - | - | n/a |
| 001-0601-513-1410 Overtime | - | - | - | - | - | n/a |
| 001-0601-513-1510 Longevity Pay | - | - | - | - | - | n/a |
| 001-0601-513-2110 FICA | - | - | 19,466 | 18,518 | 21,343 | 10% |
| 001-0601-513-2210 Retirement Contributions | - | - | 25,396 | 28,598 | 37,100 | 46% |
| 001-0601-513-2310 Health & Life Insurance | - | - | 27,954 | 17,509 | 24,461 | -13% |
| 001-0601-513-2410 Workers Compensation | - | - | 636 | 325 | 671 | 6% |
| 001-0601-513-2710 Auto Allowance | - | - | 5,500 | 5,288 | 5,500 | 0% |
| SUB-TOTAL | - | - | 327,914 | 300,072 | 352,237 | 7% |
| CONTRACTUAL SERVICES | | | | | | |
| 001-0601-513-3410 Other Contractual Services | - | - | 97,500 | 37,442 | 46,000 | -53% |
| 001-0601-513-3411 Software Maintenance | - | - | - | - | - | n/a |
| SUB-TOTAL | - | - | 97,500 | 37,442 | 46,000 | -53% |
| OPERATING EXPENDITURES | | | | | | |
| 001-0601-513-4010 Travel & Per Diem | - | - | 3,300 | 672 | 1,000 | -70% |
| 001-0601-513-4110 Communication Services | - | - | 4,800 | 4,346 | 5,040 | 5% |
| 001-0601-513-4120 Postage & Shipping | - | - | 1,000 | - | 1,000 | 0% |
| 001-0601-513-4310 Electricity | - | - | 1,100 | 241 | 1,100 | 0% |
| 001-0601-513-4320 Water & Sewer | - | - | 200 | 186 | 200 | 0% |
| 001-0601-513-4510 General Insurance | - | - | 1,800 | 934 | 1,900 | 6% |
| 001-0601-513-4710 Copying Costs | - | - | 600 | 155 | 600 | 0% |
| 001-0601-513-4720 Printing & Binding | - | - | 40,120 | 14,564 | 10,120 | -75% |
| 001-0601-513-4910 Advertising | - | - | - | - | - | n/a |
| 001-0601-513-4925 Schools | - | - | - | - | - | n/a |
| 001-0601-513-4981 Econ Development Programs | - | - | - | - | - | n/a |
| 001-0601-513-5110 Office Supplies | - | - | 1,500 | - | 1,500 | 0% |
| 001-0601-513-5210 Fuels - Vehicles | - | - | - | - | - | n/a |
| 001-0601-513-5220 Small Tools & Equipment | - | - | 2,900 | 4,997 | 500 | -83% |
| 001-0601-513-5290 Other Operating Supplies | - | - | 4,600 | 2,927 | 2,600 | -44% |
| 001-0601-513-5410 Subscriptions & Memberships | - | - | 600 | 260 | 600 | 0% |
| 001-0601-513-5510 Training | - | - | 2,500 | - | 1,000 | -60% |
| SUB-TOTAL | - | - | 65,020 | 29,282 | 27,160 | -58% |
| CAPITAL OUTLAY | | | | | | |
| 001-0601-513-6410 Capital | - | - | - | - | - | n/a |
| SUB-TOTAL | - | - | - | - | - | n/a |
| GRAND TOTAL | \$- | \$- | \$490,434 | \$366,796 | \$425,397 | -13% |

City Clerk Budget Detail

| | | 2018 <u>Actual</u> | 2019 <u>Actual</u> | 2020 <u>Amended Budget</u> | 2020 <u>Projected Year-End</u> | 2021 <u>Adopted Budget</u> | % <u>Change</u> |
|---|-----------|-----------------------|-----------------------|-----------------------------------|---------------------------------------|-----------------------------------|--------------------|
| PERSONNEL SERVICES | | | | | | | |
| 001-0701-519-1210 Regular Salaries | 139,554 | 153,165 | 172,616 | 158,666 | 150,612 | -13% | |
| 001-0701-519-1410 Overtime | - | - | - | - | - | - | n/a |
| 001-0701-519-2110 FICA | 10,591 | 11,595 | 13,703 | 12,041 | 11,983 | -13% | |
| 001-0701-519-2210 Retirement Contributions | 9,136 | 21,195 | 23,774 | 14,515 | 21,085 | -11% | |
| 001-0701-519-2310 Health & Life Insurance | 30,051 | 33,432 | 36,074 | 29,175 | 28,831 | -20% | |
| 001-0701-519-2410 Workers Compensation | 304 | 261 | 432 | 247 | 377 | -13% | |
| 001-0701-519-2710 Auto Allowance | - | - | - | - | - | - | n/a |
| SUB-TOTAL | 189,636 | 219,648 | 246,599 | 214,644 | 212,888 | -14% | |
| CONTRACTUAL SERVICES | | | | | | | |
| 001-0701-519-3410 Other Contractual Services | 1,186 | 17,453 | 2,500 | - | 2,500 | 0% | |
| 001-0701-519-3411 Software Maintenance | 7,041 | 7,682 | 39,973 | 38,941 | 42,473 | 6% | |
| SUB-TOTAL | 8,227 | 25,135 | 42,473 | 38,941 | 44,973 | 6% | |
| OPERATING EXPENDITURES | | | | | | | |
| 001-0701-519-4010 Travel & Per Diem | 1,616 | 1,609 | 2,000 | 411 | 1,000 | -50% | |
| 001-0701-519-4110 Communication Services | 2,206 | 2,416 | 3,300 | 3,353 | 3,825 | 16% | |
| 001-0701-519-4120 Postage & Shipping | 2,371 | 2,838 | 5,350 | 3,178 | 5,350 | 0% | |
| 001-0701-519-4310 Electricity | 2,368 | 1,182 | 3,700 | 778 | 2,600 | -30% | |
| 001-0701-519-4320 Water & Sewer | 133 | 161 | 200 | 186 | 200 | 0% | |
| 001-0701-519-4510 General Insurance | 3,550 | 3,100 | 5,600 | 2,905 | 5,900 | 5% | |
| 001-0701-519-4660 R & M -Other Equip | 150 | - | - | - | - | - | n/a |
| 001-0701-519-4710 Copying Costs | 4,028 | 4,059 | 3,500 | 1,008 | 3,500 | 0% | |
| 001-0701-519-4720 Printing & Binding | 302 | - | 350 | 76 | 350 | 0% | |
| 001-0701-519-4910 Advertising | 10,267 | 16,184 | 17,500 | 21,479 | 17,500 | 0% | |
| 001-0701-519-4920 Election Expense | 1,182 | 10,610 | 5,000 | 1,803 | 17,100 | 242% | |
| 001-0701-519-4930 Codification & Recording | 4,112 | 9,503 | 8,995 | 8,049 | 8,995 | 0% | |
| 001-0701-519-4935 Records Storage | 1,765 | 2,152 | 2,500 | 825 | 2,500 | 0% | |
| 001-0701-519-5110 Office Supplies | 1,190 | 2,630 | 1,250 | 2,855 | 2,000 | 60% | |
| 001-0701-519-5290 Other Operating Supplies | 2,906 | 2,680 | 5,750 | 703 | 4,250 | -26% | |
| 001-0701-519-5410 Subscriptions & Memberships | 1,199 | 892 | 800 | 1,312 | 800 | 0% | |
| 001-0701-519-5510 Training | 1,783 | 2,958 | 3,000 | 2,520 | 2,850 | -5% | |
| SUB-TOTAL | 41,128 | 62,974 | 68,795 | 51,441 | 78,720 | 14% | |
| CAPITAL OUTLAY | | | | | | | |
| 001-0701-519-6410 Capital | - | - | 1,000 | - | - | -100% | |
| SUB-TOTAL | - | - | 1,000 | - | - | n/a | |
| GRAND TOTAL | \$238,991 | \$307,757 | \$358,867 | \$305,026 | \$336,581 | -6% | |

Finance Budget Detail

| | 2018 <u>Actual</u> | 2019 <u>Actual</u> | 2020 <u>Amended Budget</u> | 2020 <u>Projected Year-End</u> | 2021 <u>Adopted Budget</u> | % <u>Change</u> |
|---|-----------------------|-----------------------|-----------------------------------|---------------------------------------|-----------------------------------|--------------------|
| | | | | | | |
| PERSONNEL SERVICES | | | | | | |
| 001-0901-513-1210 Regular Salaries | 505,725 | 448,596 | 455,990 | 366,900 | 378,774 | -17% |
| 001-0901-513-1310 Part-time | - | - | - | - | - | n/a |
| 001-0901-513-1410 Overtime | - | 354 | - | - | - | n/a |
| 001-0901-513-1530 Bonus | - | - | - | - | - | n/a |
| 001-0901-513-2110 FICA | 36,660 | 31,709 | 36,380 | 30,470 | 30,235 | -17% |
| 001-0901-513-2210 Retirement Contributions | 46,530 | 54,708 | 62,317 | 41,920 | 51,599 | -17% |
| 001-0901-513-2310 Health & Life Insurance | 69,839 | 67,183 | 64,696 | 48,772 | 47,501 | -27% |
| 001-0901-513-2410 Workers Compensation | 861 | 815 | 1,148 | 668 | 955 | -17% |
| 001-0901-513-2710 Auto Allowance | 5,252 | 4,521 | 3,000 | 3,240 | 3,000 | 0% |
| SUB-TOTAL | 664,867 | 607,886 | 623,531 | 491,970 | 512,064 | -18% |
| CONTRACTUAL SERVICES | | | | | | |
| 001-0901-513-3410 Other Contractual Services | 33,091 | 50,118 | 60,200 | 40,491 | 50,600 | -16% |
| 001-0901-513-3411 Software Maintenance | - | - | - | - | - | n/a |
| SUB-TOTAL | 33,091 | 50,118 | 60,200 | 40,491 | 50,600 | -16% |
| OPERATING EXPENDITURES | | | | | | |
| 001-0901-513-4010 Travel & Per Diem | 2,149 | (11) | 2,700 | 25 | 1,000 | -63% |
| 001-0901-513-4110 Communication Services | 6,615 | 6,640 | 8,200 | 5,130 | 8,610 | 5% |
| 001-0901-513-4120 Postage & Shipping | 1,728 | 1,836 | 2,300 | 1,535 | 2,300 | 0% |
| 001-0901-513-4310 Electricity | 3,276 | 2,939 | 3,900 | 2,706 | 4,100 | 5% |
| 001-0901-513-4320 Water & Sewer | 333 | 323 | 400 | 309 | 400 | 0% |
| 001-0901-513-4510 General Insurance | 4,874 | 3,420 | 6,100 | 3,164 | 6,400 | 5% |
| 001-0901-513-4650 R & M - Other Equip & Tools | - | - | - | - | - | n/a |
| 001-0901-513-4710 Copying Costs | 431 | 344 | 750 | 117 | 750 | 0% |
| 001-0901-513-4720 Printing & Binding | 1,144 | 1,103 | 1,600 | 1,356 | 1,600 | 0% |
| 001-0901-513-4910 Advertising | - | - | - | - | - | n/a |
| 001-0901-513-4935 Records Storage Warehousing | - | - | - | - | - | n/a |
| 001-0901-513-5110 Office Supplies | 2,276 | 1,552 | 2,000 | 2,170 | 2,000 | 0% |
| 001-0901-513-5210 Fuels - Vehicles | - | 72 | 2,000 | 618 | - | -100% |
| 001-0901-513-5220 Small Tools & Equipment | 1,485 | - | 500 | 0 | 500 | 0% |
| 001-0901-513-5290 Other Operating Supplies | 2,275 | 1,805 | 1,600 | 2,524 | 1,500 | -6% |
| 001-0901-513-5410 Subscriptions & Memberships | 1,622 | 1,352 | 1,450 | 826 | 1,500 | 3% |
| 001-0901-513-5510 Training | 1,119 | 190 | 2,050 | 637 | 400 | -81% |
| SUB-TOTAL | 29,327 | 21,565 | 35,550 | 21,117 | 31,060 | -13% |
| GRAND TOTAL | \$727,285 | \$679,569 | \$719,281 | \$553,578 | \$593,724 | -18% |

Purchasing Budget Detail

| | | 2018 <u>Actual</u> | 2019 <u>Actual</u> | 2020 <u>Amended Budget</u> | 2020 <u>Projected Year-End</u> | 2021 <u>Adopted Budget</u> | % <u>Change</u> |
|---|-----|-----------------------|-----------------------|-----------------------------------|---------------------------------------|-----------------------------------|--------------------|
| PERSONNEL SERVICES | | | | | | | |
| 001-0925-513-1210 Regular Salaries | - | 166,075 | 185,961 | 181,940 | 193,026 | 4% | |
| 001-0925-513-1310 Part-time | - | - | 28,969 | 14,405 | 29,172 | 1% | |
| 001-0925-513-1410 Overtime | - | - | - | - | - | n/a | |
| 001-0925-513-1530 Bonus | - | - | - | - | - | n/a | |
| 001-0925-513-2110 FICA | - | 12,260 | 17,158 | 14,802 | 17,734 | 3% | |
| 001-0925-513-2210 Retirement Contributions | - | 23,452 | 26,149 | 23,578 | 27,065 | 4% | |
| 001-0925-513-2310 Health & Life Insurance | - | 30,718 | 34,131 | 32,959 | 35,609 | 4% | |
| 001-0925-513-2410 Workers Compensation | - | 296 | 542 | 306 | 561 | 4% | |
| 001-0925-513-2510 Unemployment Compensation | - | - | - | - | - | n/a | |
| 001-0925-513-2710 Auto Allowance | - | 2,000 | 2,000 | 2,000 | 2,000 | 0% | |
| SUB-TOTAL | - | 234,801 | 294,910 | 269,990 | 305,167 | 4% | |
| CONTRACTUAL SERVICES | | | | | | | |
| 001-0925-513-3410 Other Contractual Services | - | - | 5,000 | 5,000 | 5,000 | 0% | |
| 001-0925-513-3411 Software Maintenance | - | - | - | - | - | n/a | |
| SUB-TOTAL | - | - | 5,000 | 5,000 | 5,000 | 0% | |
| OPERATING EXPENDITURES | | | | | | | |
| 001-0925-513-4010 Travel & Per Diem | - | - | 1,400 | - | 700 | -50% | |
| 001-0925-513-4110 Communication Services | - | 1,857 | 3,000 | 2,602 | 3,150 | 5% | |
| 001-0925-513-4120 Postage & Shipping | - | - | - | 73 | - | n/a | |
| 001-0925-513-4310 Electricity | - | 618 | 1,100 | 772 | 1,200 | 9% | |
| 001-0925-513-4320 Water & Sewer | - | 63 | 200 | 124 | 200 | 0% | |
| 001-0925-513-4510 General Insurance | - | 1,069 | 1,900 | 985 | 2,000 | 5% | |
| 001-0925-513-4650 R & M - Other Equip & Tools | - | - | - | - | - | n/a | |
| 001-0925-513-4710 Copying Costs | - | - | 600 | 26 | 600 | 0% | |
| 001-0925-513-4720 Printing & Binding | - | 40 | 100 | 80 | 120 | 20% | |
| 001-0925-513-4910 Advertising | - | - | - | - | - | n/a | |
| 001-0925-513-4935 Records Storage Warehousing | - | - | - | - | - | n/a | |
| 001-0925-513-5110 Office Supplies | - | 119 | 1,500 | 1,141 | 1,000 | -33% | |
| 001-0925-513-5210 Fuels - Vehicles | - | - | - | - | - | n/a | |
| 001-0925-513-5220 Small Tools & Equipment | - | - | - | - | - | n/a | |
| 001-0925-513-5290 Other Operating Supplies | - | 1,397 | 4,600 | 1,579 | 6,600 | 44% | |
| 001-0925-513-5410 Subscriptions & Memberships | - | 1,718 | 690 | 885 | 945 | 37% | |
| 001-0925-513-5510 Training | - | 1,775 | 3,200 | 2,233 | 1,300 | -59% | |
| SUB-TOTAL | - | 8,656 | 18,290 | 10,500 | 17,815 | -3% | |
| GRAND TOTAL | \$- | \$243,457 | \$318,200 | \$285,490 | \$327,982 | 3% | |

Human Resources Budget Detail

| | 2018 <u>Actual</u> | 2019 <u>Actual</u> | Amended <u>Budget</u> | 2020 | 2020 | 2021 | % <u>Change</u> |
|---|-----------------------|-----------------------|--------------------------|-----------|-----------|---------|--------------------|
| | | | | Projected | Year-End | Adopted | |
| PERSONNEL SERVICES | | | | | | | |
| 001-0905-513-1210 Regular Salaries | 125,339 | 210,963 | 283,589 | 244,399 | 283,420 | -0% | |
| 001-0905-513-1310 Part-time | 3,000 | 1,502 | 2,400 | - | 2,400 | 0% | |
| 001-0905-513-1410 Overtime | - | 898 | - | - | - | n/a | |
| 001-0905-513-1530 Bonus | - | - | - | - | - | n/a | |
| 001-0905-513-2110 FICA | 9,922 | 16,390 | 23,205 | 19,022 | 22,907 | -1% | |
| 001-0905-513-2210 Retirement Contributions | 15,317 | 11,778 | 40,303 | 29,143 | 38,359 | -5% | |
| 001-0905-513-2310 Health & Life Insurance | 21,563 | 26,475 | 47,037 | 37,458 | 48,972 | 4% | |
| 001-0905-513-2410 Workers Compensation | 488 | 432 | 730 | 416 | 725 | -1% | |
| 001-0905-513-2510 Unemployment Compensation | - | - | - | - | - | n/a | |
| 001-0905-513-2710 Auto Allowance | 2,000 | 5,385 | 6,000 | 5,000 | 4,000 | -33% | |
| SUB-TOTAL | 177,629 | 273,823 | 403,264 | 335,438 | 400,783 | -1% | |
| CONTRACTUAL SERVICES | | | | | | | |
| 001-0905-513-3170 Employee Physicals | 9,180 | 9,824 | 9,700 | 3,715 | 9,700 | 0% | |
| 001-0905-513-3171 Background Checks | 3,669 | 1,995 | 4,530 | 1,453 | 6,530 | 44% | |
| 001-0905-513-3410 Other Contractual Services | 23,663 | 4,394 | 15,500 | 2,518 | 8,000 | -48% | |
| 001-0905-513-3411 Software Maintenance | 2,835 | 2,730 | 3,250 | 2,730 | 3,250 | 0% | |
| SUB-TOTAL | 39,347 | 18,943 | 32,980 | 10,416 | 27,480 | -17% | |
| OPERATING EXPENDITURES | | | | | | | |
| 001-0905-513-4010 Travel & Per Diem | 1,326 | 956 | 3,000 | - | 1,000 | -67% | |
| 001-0905-513-4110 Communication Services | 3,958 | 4,534 | 5,100 | 4,784 | 5,355 | 5% | |
| 001-0905-513-4120 Postage & Shipping | 33 | 21 | 100 | 75 | 100 | 0% | |
| 001-0905-513-4310 Electricity | 1,149 | 1,678 | 2,400 | 1,757 | 2,600 | 8% | |
| 001-0905-513-4320 Water & Sewer | 200 | 194 | 300 | 186 | 300 | 0% | |
| 001-0905-513-4510 General Insurance | 2,227 | 2,138 | 3,800 | 1,971 | 4,000 | 5% | |
| 001-0905-513-4710 Copying Costs | 189 | 151 | 300 | 82 | 300 | 0% | |
| 001-0905-513-4720 Printing & Binding | - | - | 200 | - | 200 | 0% | |
| 001-0905-513-4910 Advertising | 699 | 325 | 1,000 | 750 | 1,000 | 0% | |
| 001-0905-513-5110 Office Supplies | 1,166 | 2,170 | 2,970 | 2,611 | 2,470 | -17% | |
| 001-0905-513-5220 Small Tools & Equipment | - | - | - | - | - | n/a | |
| 001-0905-513-5290 Other Operating Supplies | 2,989 | 2,450 | 9,860 | 2,844 | 8,860 | -10% | |
| 001-0905-513-5410 Subscriptions & Memberships | 719 | 274 | 1,175 | 732 | 1,275 | 9% | |
| 001-0905-513-5510 Training | 3,338 | 3,232 | 9,450 | 4,815 | 7,100 | -25% | |
| SUB-TOTAL | 17,993 | 18,123 | 39,655 | 20,607 | 34,560 | -13% | |
| GRAND TOTAL | \$234,969 | \$310,889 | \$475,899 | \$366,461 | \$462,823 | -3% | |

Information Technology Budget Detail

| | 2018 <u>Actual</u> | 2019 <u>Actual</u> | 2020 | 2020 | 2021 | % <u>Change</u> |
|---|-----------------------|-----------------------|--------------------------|------------------------------|--------------------------|--------------------|
| | | | Amended <u>Budget</u> | Projected <u>Year-End</u> | Adopted <u>Budget</u> | |
| PERSONNEL SERVICES | | | | | | |
| 001-0920-513-1210 Employee Salaries | 174,655 | 182,524 | 202,360 | 201,516 | 348,105 | 72% |
| 001-0920-513-1310 Part-time Salaries | - | - | - | - | - | n/a |
| 001-0920-513-1410 Overtime | - | 305 | - | - | - | n/a |
| 001-0920-513-1513 Bonus Pay | - | - | - | - | - | n/a |
| 001-0920-513-2110 FICA | 13,929 | 14,348 | 16,415 | 15,680 | 28,311 | 73% |
| 001-0920-513-2210 Retirement Contributions | 23,071 | 24,108 | 26,946 | 26,431 | 47,626 | 77% |
| 001-0920-513-2310 Health & Life Insurance | 22,869 | 30,227 | 30,842 | 31,058 | 52,509 | 70% |
| 001-0920-513-2410 Workers Compensation | 388 | 323 | 522 | 299 | 894 | 71% |
| 001-0920-513-2710 Car Allowance | 6,000 | 6,000 | 6,000 | 6,000 | 10,000 | 67% |
| SUB-TOTAL | 240,912 | 257,835 | 283,085 | 280,984 | 487,445 | 72% |
| CONTRACTUAL SERVICES | | | | | | |
| 001-0920-513-3410 Other Contractual Services | 22,805 | 32,759 | 58,400 | 42,629 | 31,500 | -46% |
| 001-0920-513-3411 Software Maintenance | 133,391 | 168,551 | 152,742 | 146,390 | 168,270 | 10% |
| 001-0920-513-3412 Hardware Maintenance | 15,889 | 32,520 | 69,715 | 47,256 | 64,600 | -7% |
| SUB-TOTAL | 172,085 | 233,830 | 280,857 | 236,275 | 264,370 | -6% |
| OPERATING EXPENDITURES | | | | | | |
| 001-0920-513-4010 Travel & Per Diem | 943 | 2,144 | 1,000 | 615 | 800 | -20% |
| 001-0920-513-4110 Communication Services | 13,065 | 13,169 | 14,200 | 12,512 | 14,910 | 5% |
| 001-0920-513-4120 Shipping/Postage | - | 80 | 100 | - | 100 | 0% |
| 001-0920-513-4310 Electricity | 1,353 | 681 | 2,100 | 452 | 2,000 | -5% |
| 001-0920-513-4320 Water & Sewer | 200 | 194 | 300 | 186 | 300 | 0% |
| 001-0920-513-4510 General Insurance | 1,264 | 1,389 | 2,500 | 1,295 | 2,650 | 6% |
| 001-0920-513-4660 R & M - Other Equip | - | - | - | - | - | n/a |
| 001-0920-513-4710 Copying Costs | - | - | - | - | - | n/a |
| 001-0920-513-4720 Printing & Binding | - | - | - | - | - | n/a |
| 001-0920-513-5110 Office Supplies | 286 | 1,104 | 100 | 9 | 100 | 0% |
| 001-0920-513-5290 Other Operating Supplies | 10,418 | 13,362 | 10,642 | 12,121 | 13,177 | 24% |
| 001-0920-513-5410 Memberships & Subscriptions | 200 | 200 | 200 | 447 | 200 | 0% |
| 001-0920-513-5510 Training | 1,705 | - | 1,000 | 300 | 1,000 | 0% |
| SUB-TOTAL | 29,434 | 32,323 | 32,142 | 27,937 | 35,237 | 10% |
| CAPITAL OUTLAY | | | | | | |
| 001-0920-513-6425 Machinery & Equipment | - | - | - | - | - | n/a |
| SUB-TOTAL | - | - | - | - | - | n/a |
| GRAND TOTAL | \$442,431 | \$523,988 | \$596,084 | \$545,196 | \$787,052 | 32% |

Legal Services Budget Detail

| | 2018 <u>Actual</u> | 2019 <u>Actual</u> | 2020 Amended <u>Budget</u> | 2020 Projected <u>Year-End</u> | 2021 Adopted <u>Budget</u> | % <u>Change</u> |
|---|-----------------------|-----------------------|----------------------------------|--------------------------------------|----------------------------------|--------------------|
| CONTRACTUAL SERVICES | | | | | | |
| 001-1401-514-3110 Legal Services | 120,803 | 139,046 | 204,200 | 128,100 | 211,200 | 3% |
| 001-1401-514-3120 Outside Legal Services | 98,268 | 65,954 | 50,000 | 90,524 | 50,000 | 0% |
| 001-1401-514-3130 Litigation | - | - | 125,000 | - | 275,000 | 120% |
| 001-1401-514-3140 Other Legal Services-Code | - | - | - | - | | n/a |
| SUB-TOTAL | 219,071 | 205,000 | 379,200 | 218,624 | 536,200 | 41% |
| GRAND TOTAL | \$219,071 | \$205,000 | \$379,200 | \$218,624 | \$536,200 | 41% |

Development Services Budget Detail

| | 2018 Actual | 2019 Actual | 2020 Amended Budget | 2020 Projected Year-End | 2021 Adopted Budget | % Change |
|---|--------------------|--------------------|---------------------------|-------------------------------|---------------------------|-------------|
| PERSONNEL SERVICES | | | | | | |
| 001-30XX-524-1210 Regular Salaries | 1,416,503 | 1,474,616 | 1,735,841 | 1,709,286 | 1,824,487 | 5% |
| 001-30XX-524-1310 Part-time Salaries | 120,704 | 109,040 | 186,911 | 47,885 | 160,821 | -14% |
| 001-30XX-524-1410 Overtime | 3,818 | 222 | - | - | - | n/a |
| 001-30XX-524-1530 Bonus | - | - | - | - | - | n/a |
| 001-30XX-524-2110 FICA | 116,752 | 118,982 | 151,815 | 132,420 | 155,797 | 3% |
| 001-30XX-524-2210 Retirement Contributions | 146,780 | 158,760 | 218,115 | 193,283 | 228,566 | 5% |
| 001-30XX-524-2310 Health & Life Insurance | 199,459 | 220,007 | 289,976 | 260,436 | 322,409 | 11% |
| 001-30XX-524-2410 Workers Compensation | 24,438 | 24,122 | 37,414 | 21,524 | 40,405 | 8% |
| 001-30XX-524-2710 Car Allowance | 13,459 | 7,869 | 4,500 | 5,996 | 5,000 | 11% |
| SUB-TOTAL | 2,041,913 | 2,113,618 | 2,624,572 | 2,370,830 | 2,737,485 | 4% |
| CONTRACTUAL SERVICES | | | | | | |
| 001-30XX-524-3150 Arch & Engineering Srv | 21,643 | - | - | - | - | n/a |
| 001-30XX-524-3410 Other Contractual Services | 316,282 | 378,834 | 507,000 | 374,946 | 425,000 | -16% |
| 001-30XX-524-3411 Software Maintenance | 48,902 | 40,191 | 60,300 | 51,700 | 46,804 | -22% |
| 001-30XX-524-3412 Hardware Maintenance | - | - | - | - | - | n/a |
| SUB-TOTAL | 386,827 | 419,025 | 567,300 | 426,646 | 471,804 | -17% |
| OPERATING EXPENDITURES | | | | | | |
| 001-30XX-524-4010 Travel & Per Diem | 1,512 | 1,308 | 3,450 | 1,418 | 3,600 | 4% |
| 001-30XX-524-4110 Communication Services | 30,455 | 30,752 | 37,200 | 38,659 | 39,060 | 5% |
| 001-30XX-524-4120 Shipping/Postage | 1,169 | 1,250 | 2,200 | 497 | 2,200 | 0% |
| 001-30XX-524-4310 Electricity | 4,507 | 8,005 | 11,200 | 8,669 | 12,100 | 8% |
| 001-30XX-524-4320 Water & Sewer | 1,534 | 1,454 | 1,800 | 1,361 | 1,800 | 0% |
| 001-30XX-524-4510 General Insurance | 17,569 | 26,271 | 35,500 | 24,696 | 37,250 | 5% |
| 001-30XX-524-4640 R&M- Landscaping | - | - | - | - | - | n/a |
| 001-30XX-524-4650 R&M- Auto | 80 | - | 5,000 | - | 5,000 | 0% |
| 001-30XX-524-4660 R&M- Other Equipment & Tool | 1,092 | 817 | 280 | 259 | 3,200 | 1043% |
| 001-30XX-524-4710 Copying Costs | 2,113 | 1,926 | 2,600 | 1,503 | 2,600 | 0% |
| 001-30XX-524-4720 Printing & Binding | 1,564 | 3,838 | 2,900 | 1,915 | 5,100 | 76% |
| 001-30XX-524-4910 Advertising | - | - | - | - | - | n/a |
| 001-30XX-524-4935 Records Storage | 14,211 | 4,753 | 1,900 | 1,870 | 4,600 | 142% |
| 001-30XX-524-4945 Credit Card Charges | (40,561) | (27,220) | 15,000 | 103,069 | 90,000 | 500% |
| 001-30XX-524-4940 License Permit Fees | - | - | - | - | - | n/a |
| 001-30XX-524-4941 Permitting | 9,301 | 12,930 | 9,000 | 8,175 | 9,750 | 8% |
| 001-30XX-524-4980 Environmental Programs | 19,915 | 50,241 | 105,100 | 52,081 | 34,000 | -68% |
| 001-30XX-524-4981 Econ Development Programs | - | - | - | - | - | n/a |
| 001-30XX-524-5110 Office Supplies | 5,389 | 8,136 | 13,190 | 12,946 | 8,900 | -33% |
| 001-30XX-524-5210 Fuel - Vehicles | 10,984 | 16,375 | 22,000 | 8,843 | 22,000 | 0% |
| 001-30XX-524-5220 Small Equipment & Tools | 1,229 | 11,402 | - | 1,973 | - | n/a |
| 001-30XX-524-5230 Uniforms | 3,568 | 4,864 | 4,655 | 3,668 | 5,110 | 10% |
| 001-30XX-524-5290 Other Operating Supplies | 13,221 | 4,614 | 25,870 | 25,592 | 3,500 | -87% |
| 001-30XX-524-5410 Memberships and Subscriptions | 3,110 | 3,520 | 4,070 | 4,428 | 3,620 | -11% |
| 001-30XX-524-5510 Training | 5,831 | 7,790 | 8,520 | 3,012 | 4,750 | -44% |
| SUB-TOTAL | 107,793 | 173,026 | 311,435 | 304,634 | 298,140 | -4% |
| CAPITAL OUTLAY | | | | | | |
| 001-30XX-524-6425 Machinery & Equipment | - | - | - | - | - | n/a |
| 001-30XX-524-6520 FF&E | - | - | - | - | - | n/a |
| SUB-TOTAL | - | - | - | - | - | n/a |
| GRAND TOTAL | \$2,536,533 | \$2,705,669 | \$3,503,307 | \$3,102,110 | \$3,507,429 | 0% |

Building Budget Detail

| | 2018 Actual | 2019 Actual | 2020 Amended Budget | 2020 Projected Year-End | 2021 Adopted Budget | % Change |
|---|--------------------|--------------------|---------------------------|-------------------------------|---------------------------|-------------|
| PERSONNEL SERVICES | | | | | | |
| 001-30XX-524-1210 Regular Salaries | 1,245,636 | 1,293,307 | 1,507,651 | 1,457,336 | 1,570,956 | 4% |
| 001-30XX-524-1310 Part-time Salaries | 120,704 | 109,040 | 186,911 | 47,885 | 160,821 | -14% |
| 001-30XX-524-1410 Overtime | 3,679 | 111 | - | - | - | n/a |
| 001-30XX-524-1530 Bonus | - | - | - | - | - | n/a |
| 001-30XX-524-2110 FICA | 103,929 | 105,674 | 133,493 | 113,354 | 135,749 | 2% |
| 001-30XX-524-2210 Retirement Contributions | 128,667 | 141,328 | 186,988 | 160,208 | 197,920 | 6% |
| 001-30XX-524-2310 Health & Life Insurance | 175,191 | 195,979 | 258,107 | 227,235 | 281,427 | 9% |
| 001-30XX-524-2410 Workers Compensation | 24,178 | 22,953 | 35,559 | 20,459 | 36,583 | 3% |
| 001-30XX-524-2710 Car Allowance | 9,681 | 4,434 | 1,250 | 2,056 | 1,500 | 20% |
| SUB-TOTAL | 1,811,665 | 1,872,826 | 2,309,959 | 2,028,533 | 2,384,956 | 3% |
| CONTRACTUAL SERVICES | | | | | | |
| 001-30XX-524-3150 Arch & Engineering Srv | - | - | - | - | - | n/a |
| 001-30XX-524-3410 Other Contractual Services | 139,180 | 173,949 | 309,000 | 209,735 | 264,000 | -15% |
| 001-30XX-524-3411 Software Maintenance | 48,060 | 39,393 | 58,560 | 50,779 | 43,964 | -25% |
| 001-30XX-524-3412 Hardware Maintenance | - | - | - | - | - | n/a |
| SUB-TOTAL | 187,240 | 213,342 | 367,560 | 260,514 | 307,964 | -16% |
| OPERATING EXPENDITURES | | | | | | |
| 001-30XX-524-4010 Travel & Per Diem | 1,223 | 679 | 1,450 | 1,418 | 1,600 | 10% |
| 001-30XX-524-4110 Communication Services | 22,066 | 23,537 | 27,800 | 30,274 | 29,190 | 5% |
| 001-30XX-524-4120 Shipping/Postage | 1,068 | 1,217 | 1,800 | 482 | 1,800 | 0% |
| 001-30XX-524-4310 Electricity | 3,114 | 6,845 | 8,400 | 7,634 | 9,500 | 13% |
| 001-30XX-524-4320 Water & Sewer | 1,134 | 1,099 | 1,300 | 1,052 | 1,300 | 0% |
| 001-30XX-524-4510 General Insurance | 15,703 | 24,454 | 32,300 | 23,037 | 33,900 | 5% |
| 001-30XX-524-4640 R&M- Landscaping | - | - | - | - | - | n/a |
| 001-30XX-524-4650 R&M- Auto | 80 | - | 5,000 | - | 5,000 | 0% |
| 001-30XX-524-4660 R&M- Other Equipment & Tool | 1,092 | 817 | 280 | 259 | 3,200 | 1043% |
| 001-30XX-524-4710 Copying Costs | 1,547 | 1,582 | 1,900 | 1,363 | 1,900 | 0% |
| 001-30XX-524-4720 Printing & Binding | 631 | 2,785 | 1,200 | 1,070 | 3,450 | 188% |
| 001-30XX-524-4910 Advertising | - | - | - | - | - | n/a |
| 001-30XX-524-4935 Records Storage | 14,211 | 4,753 | 1,900 | 1,870 | 4,600 | 142% |
| 001-30XX-524-4945 Credit Card Charges | (40,561) | (27,220) | 15,000 | 103,069 | 90,000 | 500% |
| 001-30XX-524-4940 License Permit Fees | - | - | - | - | - | n/a |
| 001-30XX-524-4941 Permitting | - | - | - | - | - | n/a |
| 001-30XX-524-4980 Environmental Programs | - | - | - | - | - | n/a |
| 001-30XX-524-4981 Econ Development Programs | - | - | - | - | - | n/a |
| 001-30XX-524-5110 Office Supplies | 4,698 | 7,178 | 10,940 | 10,243 | 7,800 | -29% |
| 001-30XX-524-5210 Fuel - Vehicles | 10,984 | 16,375 | 22,000 | 8,843 | 22,000 | 0% |
| 001-30XX-524-5220 Small Equipment & Tools | 1,229 | 11,402 | - | 1,973 | - | n/a |
| 001-30XX-524-5230 Uniforms | 3,089 | 4,129 | 4,110 | 3,157 | 4,900 | 19% |
| 001-30XX-524-5290 Other Operating Supplies | 11,600 | 2,525 | 23,770 | 23,048 | 1,500 | -94% |
| 001-30XX-524-5410 Memberships & Subscriptions | 2,080 | 2,854 | 3,360 | 3,563 | 2,910 | -13% |
| 001-30XX-524-5510 Training | 4,811 | 5,157 | 4,570 | 3,012 | 3,000 | -34% |
| SUB-TOTAL | 59,799 | 90,168 | 167,080 | 225,367 | 227,550 | 36% |
| CAPITAL OUTLAY | | | | | | |
| 001-30XX-524-6425 Machinery & Equipment | - | - | - | - | - | n/a |
| 001-30XX-524-6520 FF&E | - | - | - | - | - | n/a |
| SUB-TOTAL | - | - | - | - | - | n/a |
| GRAND TOTAL | \$2,058,704 | \$2,176,336 | \$2,844,599 | \$2,514,414 | \$2,920,470 | 3% |

Planning & Zoning Budget Detail

| | 2018 Actual | 2019 Actual | 2020 Amended Budget | 2020 Projected Year-End | 2021 Adopted Budget | % Change |
|---|----------------|----------------|---------------------------|-------------------------------|---------------------------|-------------|
| PERSONNEL SERVICES | | | | | | |
| 001-30XX-524-1210 Regular Salaries | 13,669 | 16,332 | 71,744 | 70,724 | 74,623 | 4% |
| 001-30XX-524-1310 Part-time Salaries | - | - | - | - | - | n/a |
| 001-30XX-524-1410 Overtime | - | - | - | - | - | n/a |
| 001-30XX-524-1530 Bonus | - | - | - | - | - | n/a |
| 001-30XX-524-2110 FICA | 1,076 | 1,336 | 5,855 | 5,760 | 6,084 | 4% |
| 001-30XX-524-2210 Retirement Contributions | 1,383 | 2,240 | 10,120 | 9,832 | 10,521 | 4% |
| 001-30XX-524-2310 Health & Life Insurance | 1,900 | 2,001 | 8,105 | 7,931 | 8,454 | 4% |
| 001-30XX-524-2410 Workers Compensation | 26 | 28 | 184 | 97 | 192 | 4% |
| 001-30XX-524-2710 Car Allowance | 500 | 500 | 2,000 | 1,942 | 2,000 | 0% |
| SUB-TOTAL | 18,554 | 22,437 | 98,008 | 96,286 | 101,874 | 4% |
| CONTRACTUAL SERVICES | | | | | | |
| 001-30XX-524-3150 Arch & Engineering Srv | - | - | - | - | - | n/a |
| 001-30XX-524-3410 Other Contractual Services | 110,422 | 147,720 | 138,000 | 115,065 | 116,000 | -16% |
| 001-30XX-524-3411 Software Maintenance | - | - | - | - | - | n/a |
| 001-30XX-524-3412 Hardware Maintenance | - | - | - | - | - | n/a |
| SUB-TOTAL | 110,422 | 147,720 | 138,000 | 115,065 | 116,000 | -16% |
| OPERATING EXPENDITURES | | | | | | |
| 001-30XX-524-4010 Travel & Per Diem | - | - | - | - | - | n/a |
| 001-30XX-524-4110 Communication Services | 1,257 | 1,357 | 2,200 | 2,178 | 2,310 | 5% |
| 001-30XX-524-4120 Shipping/Postage | 70 | 19 | 300 | 12 | 300 | 0% |
| 001-30XX-524-4310 Electricity | 414 | 366 | 1,200 | 332 | 1,000 | -17% |
| 001-30XX-524-4320 Water & Sewer | 133 | 97 | 200 | 62 | 200 | 0% |
| 001-30XX-524-4510 General Insurance | 662 | 695 | 1,200 | 622 | 1,250 | 4% |
| 001-30XX-524-4640 R&M- Landscaping | - | - | - | - | - | n/a |
| 001-30XX-524-4650 R&M- Auto | - | - | - | - | - | n/a |
| 001-30XX-524-4660 R&M- Other Equip & Tool | - | - | - | - | - | n/a |
| 001-30XX-524-4710 Copying Costs | 452 | 252 | 500 | 104 | 500 | 0% |
| 001-30XX-524-4720 Printing & Binding | 893 | 933 | 1,100 | 845 | 1,100 | 0% |
| 001-30XX-524-4910 Advertising | - | - | - | - | - | n/a |
| 001-30XX-524-4935 Records Storage | - | - | - | - | - | n/a |
| 001-30XX-524-4945 Credit Card Charges | - | - | - | - | - | n/a |
| 001-30XX-524-4940 License Permit Fees | - | - | - | - | - | n/a |
| 001-30XX-524-4941 Permitting | - | - | - | - | - | n/a |
| 001-30XX-524-4980 Environmental Programs | - | - | - | - | - | n/a |
| 001-30XX-524-4981 Econ Development Programs | - | - | - | - | - | n/a |
| 001-30XX-524-5110 Office Supplies | 227 | 586 | 600 | 668 | 500 | -17% |
| 001-30XX-524-5210 Fuel - Vehicles | - | - | - | - | - | n/a |
| 001-30XX-524-5220 Small Equipment & Tools | - | - | - | - | - | n/a |
| 001-30XX-524-5230 Uniforms | 96 | 121 | 125 | 100 | - | -100% |
| 001-30XX-524-5290 Other Operating Supplies | 148 | 915 | 100 | 462 | 100 | 0% |
| 001-30XX-524-5410 Memberships & Subscriptions | - | - | - | - | - | n/a |
| 001-30XX-524-5510 Training | - | - | 500 | - | 400 | -20% |
| SUB-TOTAL | 4,352 | 5,341 | 8,025 | 5,385 | 7,660 | -5% |
| CAPITAL OUTLAY | | | | | | |
| 001-30XX-524-6425 Machinery & Equipment | - | - | - | - | - | n/a |
| 001-30XX-524-6520 FF&E | - | - | - | - | - | n/a |
| SUB-TOTAL | - | - | - | - | - | n/a |
| GRAND TOTAL | \$133,328 | \$175,498 | \$244,033 | \$216,736 | \$225,534 | -8% |

Engineering Budget Detail

| | 2018 Actual | 2019 Actual | 2020 Amended Budget | 2020 Projected Year-End | 2021 Adopted Budget | % Change |
|---|----------------|----------------|---------------------------|-------------------------------|---------------------------|-------------|
| PERSONNEL SERVICES | | | | | | |
| 001-30XX-524-1210 Regular Salaries | 157,198 | 164,977 | 156,446 | 181,226 | 178,908 | 14% |
| 001-30XX-524-1310 Part-time Salaries | - | - | - | - | - | n/a |
| 001-30XX-524-1410 Overtime | 139 | 111 | - | - | - | n/a |
| 001-30XX-524-1530 Bonus | - | - | - | - | - | n/a |
| 001-30XX-524-2110 FICA | 11,747 | 11,972 | 12,467 | 13,306 | 13,964 | 12% |
| 001-30XX-524-2210 Retirement Contributions | 16,730 | 15,192 | 21,007 | 23,243 | 20,125 | -4% |
| 001-30XX-524-2310 Health & Life Insurance | 22,368 | 22,027 | 23,764 | 25,270 | 32,528 | 37% |
| 001-30XX-524-2410 Workers Compensation | 234 | 1,141 | 1,671 | 968 | 3,630 | 117% |
| 001-30XX-524-2710 Car Allowance | 3,278 | 2,935 | 1,250 | 1,998 | 1,500 | 20% |
| SUB-TOTAL | 211,694 | 218,355 | 216,605 | 246,011 | 250,655 | 16% |
| CONTRACTUAL SERVICES | | | | | | |
| 001-30XX-524-3150 Arch & Engineering Srv | 21,643 | - | - | - | - | n/a |
| 001-30XX-524-3410 Other Contractual Services | 66,680 | 57,165 | 60,000 | 50,146 | 45,000 | -25% |
| 001-30XX-524-3411 Software Maintenance | 842 | 798 | 1,740 | 921 | 2,840 | 63% |
| 001-30XX-524-3412 Hardware Maintenance | - | - | - | - | - | n/a |
| SUB-TOTAL | 89,165 | 57,963 | 61,740 | 51,067 | 47,840 | -23% |
| OPERATING EXPENDITURES | | | | | | |
| 001-30XX-524-4010 Travel & Per Diem | 289 | 629 | 2,000 | - | 2,000 | 0% |
| 001-30XX-524-4110 Communication Services | 7,132 | 5,858 | 7,200 | 6,207 | 7,560 | 5% |
| 001-30XX-524-4120 Shipping/Postage | 31 | 14 | 100 | 3 | 100 | 0% |
| 001-30XX-524-4310 Electricity | 979 | 794 | 1,600 | 703 | 1,600 | 0% |
| 001-30XX-524-4320 Water & Sewer | 267 | 258 | 300 | 247 | 300 | 0% |
| 001-30XX-524-4510 General Insurance | 1,204 | 1,122 | 2,000 | 1,037 | 2,100 | 5% |
| 001-30XX-524-4640 R&M- Landscaping | - | - | - | - | - | n/a |
| 001-30XX-524-4650 R&M- Auto | - | - | - | - | - | n/a |
| 001-30XX-524-4660 R&M- Other Equip & Tool | - | - | - | - | - | n/a |
| 001-30XX-524-4710 Copying Costs | 114 | 92 | 200 | 36 | 200 | 0% |
| 001-30XX-524-4720 Printing & Binding | 40 | 120 | 600 | - | 550 | -8% |
| 001-30XX-524-4910 Advertising | - | - | - | - | - | n/a |
| 001-30XX-524-4935 Records Storage | - | - | - | - | - | n/a |
| 001-30XX-524-4945 Credit Card Charges | - | - | - | - | - | n/a |
| 001-30XX-524-4940 License Permit Fees | - | - | - | - | - | n/a |
| 001-30XX-524-4941 Permitting | 9,301 | 12,930 | 9,000 | 8,175 | 9,750 | 8% |
| 001-30XX-524-4980 Environmental Programs | 19,915 | 50,241 | 105,100 | 52,081 | 34,000 | -68% |
| 001-30XX-524-4981 Econ Development Programs | - | - | - | - | - | n/a |
| 001-30XX-524-5110 Office Supplies | 464 | 372 | 1,650 | 2,035 | 600 | -64% |
| 001-30XX-524-5210 Fuel - Vehicles | - | - | - | - | - | n/a |
| 001-30XX-524-5220 Small Equipment & Tools | - | - | - | - | - | n/a |
| 001-30XX-524-5230 Uniforms | 383 | 614 | 420 | 411 | 210 | -50% |
| 001-30XX-524-5290 Other Operating Supplies | 1,473 | 1,174 | 2,000 | 2,082 | 1,900 | -5% |
| 001-30XX-524-5410 Memberships & Subscriptions | 1,030 | 666 | 710 | 865 | 710 | 0% |
| 001-30XX-524-5510 Training | 1,020 | 2,633 | 3,450 | - | 1,350 | -61% |
| SUB-TOTAL | 43,642 | 77,517 | 136,330 | 73,882 | 62,930 | -54% |
| CAPITAL OUTLAY | | | | | | |
| 001-30XX-524-6425 Machinery & Equipment | - | - | - | - | - | n/a |
| 001-30XX-524-6520 FF&E | - | - | - | - | - | n/a |
| SUB-TOTAL | - | - | - | - | - | n/a |
| GRAND TOTAL | \$344,501 | \$353,835 | \$414,675 | \$370,960 | \$361,425 | -13% |

Public Safety Budget Detail

| | 2018 Actual | 2019 Actual | 2020 Amended Budget | 2020 Projected Year-End | 2021 Adopted Budget | % Change |
|---|--------------------|--------------------|---------------------------|-------------------------------|---------------------------|-------------|
| PERSONNEL SERVICES | | | | | | |
| 001-20XX-521-1310 Part-time Salaries | 124,569 | - | - | - | - | n/a |
| 001-20XX-521-2110 FICA | 9,530 | - | - | - | - | n/a |
| 001-20XX-521-2210 On Behalf Pension Contrib | 295,774 | 323,709 | 340,000 | 339,340 | 374,000 | 10% |
| 001-20XX-521-2410 Workers Compensation | 4,517 | - | - | - | - | n/a |
| SUB-TOTAL | 434,390 | 323,709 | 340,000 | 339,340 | 374,000 | 10% |
| CONTRACTUAL SERVICES | | | | | | |
| 001-20XX-521-3410 Other Contractual Svcs | 7,724,575 | 9,371,761 | 9,929,993 | 9,553,854 | 10,398,793 | 5% |
| 001-20XX-521-3411 Software Maintenance | - | 46,800 | 60,000 | - | 60,000 | 0% |
| 001-20XX-521-3610 Pension Benefits | 14,100 | - | 200,000 | 21,578 | 200,000 | 0% |
| SUB-TOTAL | 7,738,675 | 9,418,561 | 10,189,993 | 9,575,432 | 10,658,793 | 5% |
| OPERATING EXPENDITURES | | | | | | |
| 001-20XX-521-4010 Travel & Per Diem | - | - | - | - | - | n/a |
| 001-20XX-521-4110 Communication Services | 3,223 | 2,952 | 4,700 | 3,067 | 7,700 | 64% |
| 001-20XX-521-4310 Electricity | 12,582 | 11,689 | 16,700 | 10,889 | 17,600 | 5% |
| 001-20XX-521-4320 Water & Sewer | 2,411 | 2,589 | 3,100 | 2,241 | 3,100 | 0% |
| 001-20XX-521-5230 Uniforms | 1,227 | - | - | - | - | n/a |
| 001-20XX-521-4120 Postage | 2,073 | 3,393 | 3,500 | 3,838 | 3,500 | 0% |
| 001-20XX-521-4510 General Insurance | 13,420 | 12,471 | 18,900 | 11,733 | 19,850 | 5% |
| 001-20XX-521-4620 R&M Building | - | - | 2,000 | - | - | -100% |
| 001-20XX-521-4710 Copying Costs | - | - | 3,500 | - | 1,000 | -71% |
| 001-20XX-521-4930 Codification & Recording | 686 | 1,512 | 2,000 | 1,326 | 2,000 | 0% |
| 001-20XX-521-4935 Record Storage | - | - | - | - | - | n/a |
| 001-20XX-521-5110 Office Supplies | - | - | 200 | - | 200 | 0% |
| 001-20XX-521-5220 Small Tools & Equipment | - | - | - | - | - | n/a |
| 001-20XX-521-5290 Other Operating Supplies | - | - | - | - | - | n/a |
| 001-20XX-521-5510 Training | 145 | - | - | - | - | n/a |
| SUB-TOTAL | 35,767 | 34,606 | 54,600 | 33,094 | 54,950 | 1% |
| GRAND TOTAL | \$8,208,832 | \$9,776,876 | \$10,584,593 | \$9,947,866 | \$11,087,743 | 5% |

BSO Budget Detail

| | 2018 Actual | 2019 Actual | 2020 Amended Budget | 2020 Projected Year-End | 2021 Adopted Budget | % Change |
|---|--------------------|--------------------|---------------------------|-------------------------------|---------------------------|-------------|
| PERSONNEL SERVICES | | | | | | |
| 001-20XX-521-1310 Part-time Salaries | - | - | - | - | - | n/a |
| 001-20XX-521-2110 FICA | - | - | - | - | - | n/a |
| 001-20XX-521-2210 On Behalf Pension Contrib | 295,774 | 323,709 | 340,000 | 339,340 | 374,000 | 10% |
| 001-20XX-521-2410 Workers Compensation | - | - | - | - | - | n/a |
| SUB-TOTAL | 295,774 | 323,709 | 340,000 | 339,340 | 374,000 | 10% |
| CONTRACTUAL SERVICES | | | | | | |
| 001-20XX-521-3410 Other Contractual Svcs | 7,678,037 | 9,117,619 | 9,646,993 | 9,412,423 | 10,108,893 | 5% |
| 001-20XX-521-3411 Software Maintenance | - | 46,800 | 60,000 | - | 60,000 | 0% |
| 001-20XX-521-3610 Pension Benefits | 14,100 | - | 200,000 | 21,578 | 200,000 | 0% |
| SUB-TOTAL | 7,692,137 | 9,164,419 | 9,906,993 | 9,434,001 | 10,368,893 | 5% |
| OPERATING EXPENDITURES | | | | | | |
| 001-20XX-521-4010 Travel & Per Diem | - | - | - | - | - | n/a |
| 001-20XX-521-4110 Communication Services | 94 | 290 | 500 | 1,826 | 3,500 | 600% |
| 001-20XX-521-4310 Electricity | 12,582 | 11,689 | 16,700 | 10,889 | 17,600 | 5% |
| 001-20XX-521-4320 Water & Sewer | 2,411 | 2,589 | 3,100 | 2,241 | 3,100 | 0% |
| 001-20XX-521-5230 Uniforms | - | - | - | - | - | n/a |
| 001-20XX-521-4120 Postage | - | - | - | - | - | n/a |
| 001-20XX-521-4510 General Insurance | 13,420 | 12,471 | 18,900 | 11,733 | 19,850 | 5% |
| 001-20XX-521-4620 R&M Building | - | - | 2,000 | - | - | -100% |
| 001-20XX-521-4710 Copying Costs | - | - | - | - | - | n/a |
| 001-20XX-521-4930 Codification & Recording | - | - | - | - | - | n/a |
| 001-20XX-521-4935 Record Storage | - | - | - | - | - | n/a |
| 001-20XX-521-5110 Office Supplies | - | - | - | - | - | n/a |
| 001-20XX-521-5220 Small Tools & Equipment | - | - | - | - | - | n/a |
| 001-20XX-521-5290 Other Operating Supplies | - | - | - | - | - | n/a |
| 001-20XX-521-5510 Training | - | - | - | - | - | n/a |
| SUB-TOTAL | 28,507 | 27,039 | 41,200 | 26,689 | 44,050 | 7% |
| GRAND TOTAL | \$8,016,418 | \$9,515,167 | \$10,288,193 | \$9,800,030 | \$10,786,943 | 5% |

Crossing Guards Budget Detail

| | 2018 Actual | 2019 Actual | 2020 Amended Budget | 2020 Projected Year-End | 2021 Adopted Budget | % Change |
|---|------------------|------------------|---------------------------|-------------------------------|---------------------------|-------------|
| PERSONNEL SERVICES | | | | | | |
| 001-20XX-521-1310 Part-time Salaries | 124,569 | - | - | - | - | n/a |
| 001-20XX-521-2110 FICA | 9,530 | - | - | - | - | n/a |
| 001-20XX-521-2210 On Behalf Pension Contrib | - | - | - | - | - | n/a |
| 001-20XX-521-2410 Workers Compensation | 4,517 | - | - | - | - | n/a |
| SUB-TOTAL | 138,616 | - | - | - | - | n/a |
| CONTRACTUAL SERVICES | | | | | | |
| 001-20XX-521-3410 Other Contractual Svcs | 40,088 | 245,342 | 275,000 | 135,131 | 281,500 | 2% |
| 001-20XX-521-3411 Software Maintenance | - | - | - | - | - | n/a |
| 001-20XX-521-3610 Pension Benefits | - | - | - | - | - | n/a |
| SUB-TOTAL | 40,088 | 245,342 | 275,000 | 135,131 | 281,500 | 2% |
| OPERATING EXPENDITURES | | | | | | |
| 001-20XX-521-4010 Travel & Per Diem | - | - | - | - | - | n/a |
| 001-20XX-521-4110 Communication Services | - | - | - | - | - | n/a |
| 001-20XX-521-4310 Electricity | - | - | - | - | - | n/a |
| 001-20XX-521-4320 Water & Sewer | - | - | - | - | - | n/a |
| 001-20XX-521-5230 Uniforms | 1,227 | - | - | - | - | n/a |
| 001-20XX-521-4120 Postage | - | - | - | - | - | n/a |
| 001-20XX-521-4510 General Insurance | - | - | - | - | - | n/a |
| 001-20XX-521-4620 R&M Building | - | - | - | - | - | n/a |
| 001-20XX-521-4710 Copying Costs | - | - | - | - | - | n/a |
| 001-20XX-521-4930 Codification & Recording | - | - | - | - | - | n/a |
| 001-20XX-521-4935 Record Storage | - | - | - | - | - | n/a |
| 001-20XX-521-5110 Office Supplies | - | - | - | - | - | n/a |
| 001-20XX-521-5220 Small Tools & Equipment | - | - | - | - | - | n/a |
| 001-20XX-521-5290 Other Operating Supplies | - | - | - | - | - | n/a |
| 001-20XX-521-5510 Training | 145 | - | - | - | - | n/a |
| SUB-TOTAL | 1,372 | - | - | - | - | n/a |
| GRAND TOTAL | \$180,076 | \$245,342 | \$275,000 | \$135,131 | \$281,500 | 2% |

Code Enforcement Budget Detail

| | 2018 Actual | 2019 Actual | 2020 Amended Budget | 2020 Projected Year-End | 2021 Adopted Budget | % Change |
|--|-----------------|-----------------|---------------------------|-------------------------------|---------------------------|-------------|
| PERSONNEL SERVICES | | | | | | |
| 001-20XX-521-1310 Part-time Salaries | - | - | - | - | - | n/a |
| 001-20XX-521-2110 FICA | - | - | - | - | - | n/a |
| 001-20XX-521-2210 On Behalf Pension Contrib | - | - | - | - | - | n/a |
| 001-20XX-521-2410 Workers Compensation | - | - | - | - | - | n/a |
| SUB-TOTAL | - | - | - | - | - | n/a |
| CONTRACTUAL SERVICES | | | | | | |
| 001-20XX-521-3410 Other Contractual Services | 6,450 | 8,800 | 8,000 | 6,300 | 8,400 | 5% |
| 001-20XX-521-3411 Software Maintenance | - | - | - | - | - | n/a |
| 001-20XX-521-3610 Pension Benefits | - | - | - | - | - | n/a |
| SUB-TOTAL | 6,450 | 8,800 | 8,000 | 6,300 | 8,400 | 5% |
| OPERATING EXPENDITURES | | | | | | |
| 001-20XX-521-4010 Travel & Per Diem | - | - | - | - | - | n/a |
| 001-20XX-521-4110 Communication Services | 3,129 | 2,662 | 4,200 | 1,241 | 4,200 | 0% |
| 001-20XX-521-4310 Electricity | - | - | - | - | - | n/a |
| 001-20XX-521-4320 Water & Sewer | - | - | - | - | - | n/a |
| 001-20XX-521-5230 Uniforms | - | - | - | - | - | n/a |
| 001-20XX-521-4120 Postage | 2,073 | 3,393 | 3,500 | 3,838 | 3,500 | 0% |
| 001-20XX-521-4510 General Insurance | - | - | - | - | - | n/a |
| 001-20XX-521-4620 R&M Building | - | - | - | - | - | n/a |
| 001-20XX-521-4710 Copying Costs | - | - | 3,500 | - | 1,000 | -71% |
| 001-20XX-521-4930 Codification & Recording | 686 | 1,512 | 2,000 | 1,326 | 2,000 | 0% |
| 001-20XX-521-4935 Record Storage | - | - | - | - | - | n/a |
| 001-20XX-521-5110 Office Supplies | - | - | 200 | - | 200 | 0% |
| 001-20XX-521-5220 Small Tools & Equipment | - | - | - | - | - | n/a |
| 001-20XX-521-5290 Other Operating Supplies | - | - | - | - | - | n/a |
| 001-20XX-521-5510 Training | - | - | - | - | - | n/a |
| SUB-TOTAL | 5,888 | 7,567 | 13,400 | 6,405 | 10,900 | -19% |
| GRAND TOTAL | \$12,338 | \$16,367 | \$21,400 | \$12,705 | \$19,300 | -10% |

Fire Rescue Budget Detail

| | 2018 <u>Actual</u> | 2019 <u>Actual</u> | 2020 Amended <u>Budget</u> | 2020 Projected <u>Year-End</u> | 2021 Adopted <u>Budget</u> | % <u>Change</u> |
|--|-----------------------|-----------------------|----------------------------------|--------------------------------------|----------------------------------|--------------------|
| CONTRACTUAL SERVICES | | | | | | |
| 001-2801-522-3410 Other Contractual Svcs | 6,074,761 | 6,557,881 | 7,693,388 | 7,913,615 | 8,230,160 | 7% |
| SUB-TOTAL | 6,074,761 | 6,557,881 | 7,693,388 | 7,913,615 | 8,230,160 | 7% |
| OPERATING EXPENDITURES | | | | | | |
| 001-2801-522-4110 Communication Services | 20,234 | 36,434 | 18,700 | 54,466 | 48,700 | 160% |
| 001-2801-522-4310 Electricity | 14,575 | 14,472 | 29,000 | 15,876 | 30,500 | 5% |
| 001-2801-522-4320 Water & Sewer | 11,977 | 9,319 | 13,200 | 10,258 | 13,200 | 0% |
| 001-2801-522-4510 General Insurance | 50,897 | 47,509 | 79,100 | 44,043 | 83,000 | 5% |
| 001-2801-522-4650 R&M- Vehicles | 45,284 | 54,864 | 47,500 | 49,238 | 47,500 | 0% |
| 001-2801-522-4660 R&M- Other Equipment | 1,412 | 11,603 | 30,000 | 22,830 | 30,000 | 0% |
| 001-2801-522-5210 Fuel- Vehicles | 14,856 | 17,551 | 25,000 | 18,051 | 25,000 | 0% |
| 001-2801-522-5220 Small Tools & Equipment | 5,794 | 22,589 | 32,060 | 449 | 32,060 | 0% |
| 001-2801-522-5290 Other Operating Supplies | 651 | - | 1,000 | 555 | 1,000 | 0% |
| SUB-TOTAL | 165,680 | 214,341 | 275,560 | 215,766 | 310,960 | 13% |
| 001-2801-522-6425 Machinery & Equipment | - | - | - | - | - | n/a |
| CAPITAL SUB-TOTAL | - | - | - | - | - | n/a |
| GRAND TOTAL | \$6,240,441 | \$6,772,222 | \$7,968,948 | \$8,129,381 | \$8,541,120 | 7% |

Public Works Budget Detail

| | 2018 <u>Actual</u> | 2019 <u>Actual</u> | 2020 <u>Amended Budget</u> | 2020 <u>Projected Year-End</u> | 2021 <u>Adopted Budget</u> | % <u>Change</u> |
|--|-----------------------|-----------------------|-----------------------------------|---------------------------------------|-----------------------------------|--------------------|
| | | | | | | |
| PERSONNEL SERVICES | | | | | | |
| 001-39XX-XXX-1210 Regular Salaries | 1,595,247 | 1,857,072 | 1,966,913 | 1,918,097 | 2,024,170 | 3% |
| 001-39XX-XXX-1310 Part-time Salaries | 425,584 | 425,143 | 298,802 | 244,436 | 311,189 | 4% |
| 001-39XX-XXX-1410 Overtime | 39,931 | 80,559 | 31,250 | 34,547 | 31,250 | 0% |
| 001-39XX-XXX-1510 Longevity Pay | - | - | - | - | - | n/a |
| 001-39XX-XXX-1530 Bonus | - | - | - | - | - | n/a |
| 001-39XX-XXX-2110 FICA | 153,175 | 176,770 | 177,615 | 165,023 | 183,000 | 3% |
| 001-39XX-XXX-2210 Retirement Contributions | 145,901 | 187,315 | 218,982 | 196,271 | 225,357 | 3% |
| 001-39XX-XXX-2310 Health & Life Insurance | 380,108 | 462,074 | 494,353 | 433,728 | 522,432 | 6% |
| 001-39XX-XXX-2410 Workers Compensation | 65,367 | 60,731 | 91,462 | 52,184 | 94,215 | 3% |
| 001-39XX-XXX-2710 Car Allowance | 16,013 | 16,246 | 14,000 | 14,995 | 14,000 | 0% |
| SUB-TOTAL | 2,821,326 | 3,265,910 | 3,293,377 | 3,059,281 | 3,405,613 | 3% |
| CONTRACTUAL SERVICES | | | | | | |
| 001-39XX-XXX-3150 Arch & Engineering Srv | - | - | - | - | - | n/a |
| 001-39XX-XXX-3410 Other Contractual Services | 2,554 | 62,586 | 26,500 | 1,200 | 14,000 | -47% |
| 001-39XX-XXX-3411 Software Maintenance | - | - | 6,000 | 6,000 | 6,000 | 0% |
| 001-39XX-XXX-3412 Hardware Maintenance | - | - | - | - | - | n/a |
| SUB-TOTAL | 2,554 | 62,586 | 32,500 | 7,200 | 20,000 | -39% |
| OPERATING EXPENDITURES | | | | | | |
| 001-39XX-XXX-4010 Travel & Per Diem | - | - | 1,200 | 657 | 1,000 | -17% |
| 001-39XX-XXX-4110 Communication Services | 21,421 | 24,867 | 27,260 | 29,757 | 28,480 | 5% |
| 001-39XX-XXX-4120 Shipping/Postage | 61 | (7) | 200 | 203 | 200 | 0% |
| 001-39XX-XXX-4310 Electricity | 267,934 | 264,440 | 400,800 | 145,169 | 264,000 | -34% |
| 001-39XX-XXX-4311 Electricity Street Lights | 116,856 | 133,346 | 299,000 | 148,862 | 313,950 | 5% |
| 001-39XX-XXX-4320 Water & Sewer | 41,241 | 67,273 | 22,400 | 35,272 | 40,400 | 80% |
| 001-39XX-XXX-4330 Waste and Refuse Removal | - | 19 | - | - | - | n/a |
| 001-39XX-XXX-4430 IS Fleet Chargeback | - | - | - | - | - | n/a |
| 001-39XX-XXX-4510 General Insurance | 61,616 | 84,708 | 80,100 | 60,460 | 84,150 | 5% |
| 001-39XX-XXX-4620 R & M - Bldgs and Grounds | 115,210 | 112,386 | 121,500 | 132,601 | 121,500 | 0% |
| 001-39XX-XXX-4621 R & M- Park Structures | 54,900 | 64,279 | 63,000 | 85,538 | 63,000 | 0% |
| 001-39XX-XXX-4630 Park Maintenance | 109,248 | 178,285 | 127,000 | 148,757 | 127,000 | 0% |
| 001-39XX-XXX-4640 R & M- Landscaping | 574,133 | 531,991 | 570,000 | 609,376 | 570,000 | 0% |
| 001-39XX-XXX-4641 R & M- Public Right of Way | 30,134 | 40,650 | 39,400 | 29,161 | 39,400 | 0% |
| 001-39XX-XXX-4645 R & M- Drainage & Swales | 55,116 | 78,749 | 114,000 | 86,778 | 104,000 | -9% |
| 001-39XX-XXX-4650 R & M - Vehicles | 191,385 | 64,044 | 52,500 | 40,692 | 52,500 | 0% |
| 001-39XX-XXX-4660 R & M - Other Equip. & Tools | 5,012 | 17,139 | 11,000 | 17,914 | 11,000 | 0% |
| 001-39XX-XXX-4710 Copying Costs | 1,169 | 1,351 | 1,800 | 1,538 | 1,800 | 0% |
| 001-39XX-XXX-4720 Printing & Binding | 70 | - | - | - | - | n/a |
| 001-39XX-XXX-4940 License Permit Fees | 557 | 880 | 1,700 | 1,679 | 1,700 | 0% |
| 001-39XX-XXX-4980 Environmental Programs | 62,352 | 79,121 | 70,000 | 69,356 | 70,000 | 0% |
| 001-39XX-XXX-5110 Office Supplies | 2,613 | 4,134 | 2,500 | 3,878 | 2,500 | 0% |
| 001-39XX-XXX-5210 Fuel - Vehicles | 55,732 | 71,305 | 80,000 | 52,235 | 75,000 | -6% |
| 001-39XX-XXX-5215 Fuel - Equipment | 12,198 | 20,043 | 20,000 | 18,056 | 20,000 | 0% |
| 001-39XX-XXX-5220 Small Tools & Equip | 24,539 | 19,284 | 21,000 | 20,758 | 16,000 | -24% |
| 001-39XX-XXX-5230 Uniforms | 13,635 | 16,818 | 19,000 | 17,047 | 17,500 | -8% |
| 001-39XX-XXX-5290 Other Operating Supplies | 53,915 | 80,308 | 69,500 | 66,624 | 69,500 | 0% |
| 001-39XX-XXX-5310 Street Materials & Supplies | 35,195 | 38,062 | 38,500 | 31,709 | 38,500 | 0% |
| 001-39XX-XXX-5410 Memberships & Subscriptions | 1,992 | 4,119 | 1,960 | 2,005 | 1,960 | 0% |
| 001-39XX-XXX-5510 Training | 1,017 | 943 | 2,000 | 1,074 | 1,000 | -50% |
| SUB-TOTAL | 1,909,251 | 1,998,537 | 2,257,320 | 1,857,156 | 2,136,040 | -5% |
| CAPITAL OUTLAY | | | | | | |
| Historical Treas & Artwork | - | - | - | - | - | n/a |
| 001-39XX-572-6425 Machinery & Equipment | 9,944 | 21,319 | 11,000 | 9,910 | - | -100% |
| SUB-TOTAL | 9,944 | 21,319 | 11,000 | 9,910 | - | -100% |
| GRAND TOTAL | \$4,743,075 | \$5,348,352 | \$5,594,197 | \$4,933,547 | \$5,561,653 | -1% |

Public Works - Administration Budget Detail

| | 2018 Actual | 2019 Actual | 2020 Amended Budget | 2020 Projected Year-End | 2021 Adopted Budget | % Change |
|---|--------------------|--------------------|---------------------------|-------------------------------|---------------------------|-------------|
| | | | | | | |
| PERSONNEL SERVICES | | | | | | |
| 001-39XX-XXX-1210 Regular Salaries | 449,935 | 457,265 | 503,696 | 520,968 | 530,444 | 5% |
| 001-39XX-XXX-1310 Part-time Salaries | - | - | 21,397 | 12,845 | 23,529 | 10% |
| 001-39XX-XXX-1410 Overtime | 7,213 | 18,588 | 21,250 | 512 | 21,250 | 0% |
| 001-39XX-XXX-1510 Longevity Pay | - | - | - | - | - | n/a |
| 001-39XX-XXX-1530 Bonus | - | - | - | - | - | n/a |
| 001-39XX-XXX-2110 FICA | 33,455 | 35,952 | 44,253 | 39,779 | 46,512 | 5% |
| 001-39XX-XXX-2210 Retirement Contributions | 54,877 | 60,302 | 71,821 | 63,072 | 75,055 | 5% |
| 001-39XX-XXX-2310 Health & Life Insurance | 91,539 | 97,416 | 100,497 | 99,907 | 100,018 | -1% |
| 001-39XX-XXX-2410 Workers Compensation | 4,706 | 7,240 | 11,867 | 6,786 | 12,465 | 5% |
| 001-39XX-XXX-2710 Car Allowance | 15,321 | 16,246 | 14,000 | 14,997 | 14,000 | 0% |
| SUB-TOTAL | 657,046 | 693,009 | 788,781 | 758,866 | 823,273 | 4% |
| CONTRACTUAL SERVICES | | | | | | |
| 001-39XX-XXX-3150 Arch & Engineering Srv | - | - | - | - | - | n/a |
| 001-39XX-XXX-3410 Other Contractual Services | 2,554 | 61,786 | 1,500 | 9,319 | 1,500 | 0% |
| 001-39XX-XXX-3411 Software Maintenance | - | - | 6,000 | 2,250 | 6,000 | 0% |
| 001-39XX-XXX-3412 Hardware Maintenance | - | - | - | - | - | n/a |
| SUB-TOTAL | 2,554 | 61,786 | 7,500 | 11,569 | 7,500 | 0% |
| OPERATING EXPENDITURES | | | | | | |
| 001-39XX-XXX-4010 Travel & Per Diem | - | - | 1,200 | 407 | 1,000 | -17% |
| 001-39XX-XXX-4110 Communication Services | 18,769 | 21,397 | 23,300 | 24,487 | 24,465 | 5% |
| 001-39XX-XXX-4120 Shipping/Postage | 61 | (7) | 200 | 108 | 200 | 0% |
| 001-39XX-XXX-4310 Electricity | - | - | - | - | - | n/a |
| 001-39XX-XXX-4311 Electricity Street Lights | - | - | - | - | - | n/a |
| 001-39XX-XXX-4320 Water & Sewer | - | - | - | - | - | n/a |
| 001-39XX-XXX-4330 Waste and Refuse Removal | - | - | - | - | - | n/a |
| 001-39XX-XXX-4430 IS Fleet Chargeback | - | - | - | - | - | n/a |
| 001-39XX-XXX-4510 General Insurance | 7,221 | 6,680 | 11,900 | 6,172 | 12,500 | 5% |
| 001-39XX-XXX-4620 R & M - Bldgs and Grounds | - | - | - | - | - | n/a |
| 001-39XX-XXX-4621 R & M- Park Structures | - | - | - | - | - | n/a |
| 001-39XX-XXX-4630 Park Maintenance | - | - | - | - | - | n/a |
| 001-39XX-XXX-4640 R & M - Landscaping | 563,367 | 498,279 | 520,000 | 500,494 | 520,000 | 0% |
| 001-39XX-XXX-4641 R & M- Public Right of Way | - | - | - | - | - | n/a |
| 001-39XX-XXX-4645 R & M- Drainage & Swales | - | - | - | - | - | n/a |
| 001-39XX-XXX-4650 R & M - Vehicles | - | - | - | - | - | n/a |
| 001-39XX-XXX-4660 R & M - Other Equip&Tools | - | - | - | - | - | n/a |
| 001-39XX-XXX-4710 Copying Costs | 1,169 | 1,351 | 1,800 | 1,351 | 1,800 | 0% |
| 001-39XX-XXX-4720 Printing & Binding | 70 | - | - | - | - | n/a |
| 001-39XX-XXX-4940 License Permit Fees | 557 | 880 | 1,700 | 1,136 | 1,700 | 0% |
| 001-39XX-XXX-4980 Environmental Programs | 62,352 | 79,121 | 70,000 | 69,894 | 70,000 | 0% |
| 001-39XX-XXX-5110 Office Supplies | 2,613 | 4,134 | 2,500 | 3,302 | 2,500 | 0% |
| 001-39XX-XXX-5210 Fuel - Vehicles | - | - | - | - | - | n/a |
| 001-39XX-XXX-5215 Fuel - Equipment | - | - | - | - | - | n/a |
| 001-39XX-XXX-5220 Small Tools & Equip | - | 473 | - | - | - | n/a |
| 001-39XX-XXX-5230 Uniforms | 11,352 | 14,290 | 19,000 | 13,184 | 17,500 | -8% |
| 001-39XX-XXX-5290 Other Operating Supplies | - | 9,223 | - | - | - | n/a |
| 001-39XX-XXX-5310 Street Materials & Supplies | - | - | - | - | - | n/a |
| 001-39XX-XXX-5410 Mmbrships/Subscriptions | 1,992 | 1,940 | 1,960 | 2,209 | 1,960 | 0% |
| 001-39XX-XXX-5510 Training | 1,017 | 631 | 2,000 | 925 | 1,000 | -50% |
| SUB-TOTAL | 670,540 | 638,392 | 655,560 | 623,669 | 654,625 | -0% |
| CAPITAL OUTLAY | | | | | | |
| Historical Treas & Artwork | - | - | - | - | - | n/a |
| 001-39XX-572-6425 Machinery & Equipment | - | - | - | - | - | n/a |
| SUB-TOTAL | - | - | - | - | - | n/a |
| GRAND TOTAL | \$1,330,140 | \$1,393,187 | \$1,451,841 | \$1,394,104 | \$1,485,398 | 2% |

Public Works - Facilities Budget Detail

| | 2018 <u>Actual</u> | 2019 <u>Actual</u> | 2020 Amended <u>Budget</u> | 2020 Projected <u>Year-End</u> | 2021 Adopted <u>Budget</u> | % <u>Change</u> |
|--|-----------------------|-----------------------|----------------------------------|--------------------------------------|----------------------------------|--------------------|
| | | | | | | |
| PERSONNEL SERVICES | | | | | | |
| 001-39XX-XXX-1210 Regular Salaries | 354,746 | 398,090 | 503,956 | 458,734 | 517,175 | 3% |
| 001-39XX-XXX-1310 Part-time Salaries | - | 48,772 | 50,934 | 40,289 | 52,144 | 2% |
| 001-39XX-XXX-1410 Overtime | 2,176 | 12,075 | - | 11,889 | - | n/a |
| 001-39XX-XXX-1510 Longevity Pay | - | - | - | - | - | n/a |
| 001-39XX-XXX-1530 Bonus | - | - | - | - | - | n/a |
| 001-39XX-XXX-2110 FICA | 26,616 | 34,229 | 42,448 | 38,025 | 43,553 | 3% |
| 001-39XX-XXX-2210 Retirement Contributions | 22,511 | 38,070 | 49,648 | 42,320 | 50,818 | 2% |
| 001-39XX-XXX-2310 Health & Life Insurance | 75,423 | 97,064 | 126,267 | 101,671 | 131,726 | 4% |
| 001-39XX-XXX-2410 Workers Compensation | 12,543 | 12,469 | 20,642 | 11,792 | 21,177 | 3% |
| 001-39XX-XXX-2710 Car Allowance | - | - | - | - | - | n/a |
| SUB-TOTAL | 494,015 | 640,769 | 793,895 | 704,720 | 816,593 | 3% |
| CONTRACTUAL SERVICES | | | | | | |
| 001-39XX-XXX-3150 Arch & Engineering Srv | - | - | - | - | - | n/a |
| 001-39XX-XXX-3410 Other Contractual Services | - | 800 | - | - | - | n/a |
| 001-39XX-XXX-3411 Software Maintenance | - | - | - | - | - | n/a |
| 001-39XX-XXX-3412 Hardware Maintenance | - | - | - | - | - | n/a |
| SUB-TOTAL | - | 800 | - | - | - | n/a |
| OPERATING EXPENDITURES | | | | | | |
| 001-39XX-XXX-4010 Travel & Per Diem | - | - | - | - | - | n/a |
| 001-39XX-XXX-4110 Communication Services | 720 | 840 | 1,100 | 840 | 1,155 | 5% |
| 001-39XX-XXX-4120 Shipping/Postage | - | - | - | - | - | n/a |
| 001-39XX-XXX-4310 Electricity | 7,992 | 9,442 | 11,200 | 10,730 | 14,000 | 25% |
| 001-39XX-XXX-4311 Electricity Street Lights | - | - | - | - | - | n/a |
| 001-39XX-XXX-4320 Water & Sewer | 2,134 | 2,521 | 2,400 | 2,167 | 2,400 | 0% |
| 001-39XX-XXX-4330 Waste and Refuse Removal | - | 19 | - | - | - | n/a |
| 001-39XX-XXX-4430 IS Fleet Chargeback | - | - | - | - | - | n/a |
| 001-39XX-XXX-4510 General Insurance | 6,033 | 6,874 | 5,600 | 7,306 | 5,900 | 5% |
| 001-39XX-XXX-4620 R & M - Bldgs and Grounds | 115,210 | 112,386 | 121,500 | 132,601 | 121,500 | 0% |
| 001-39XX-XXX-4621 R & M- Park Structures | - | - | - | - | - | n/a |
| 001-39XX-XXX-4630 Park Maintenance | - | - | - | - | - | n/a |
| 001-39XX-XXX-4640 R & M- Landscaping | - | - | - | - | - | n/a |
| 001-39XX-XXX-4641 R & M- Public Right of Way | - | - | - | - | - | n/a |
| 001-39XX-XXX-4645 R & M- Drainage & Swales | - | - | - | - | - | n/a |
| 001-39XX-XXX-4650 R & M - Vehicles | - | - | - | - | - | n/a |
| 001-39XX-XXX-4660 R & M - Other Equip. & Tools | - | - | - | - | - | n/a |
| 001-39XX-XXX-4710 Copying Costs | - | - | - | - | - | n/a |
| 001-39XX-XXX-4720 Printing & Binding | - | - | - | - | - | n/a |
| 001-39XX-XXX-4940 License Permit Fees | - | - | - | - | - | n/a |
| 001-39XX-XXX-4980 Environmental Programs | - | - | - | - | - | n/a |
| 001-39XX-XXX-5110 Office Supplies | - | - | - | - | - | n/a |
| 001-39XX-XXX-5210 Fuel - Vehicles | - | - | - | - | - | n/a |
| 001-39XX-XXX-5215 Fuel - Equipment | - | - | - | - | - | n/a |
| 001-39XX-XXX-5220 Small Tools & Equip | 9,511 | 5,080 | 10,000 | 7,414 | 5,000 | -50% |
| 001-39XX-XXX-5230 Uniforms | 295 | 445 | - | - | - | n/a |
| 001-39XX-XXX-5290 Other Operating Supplies | 45,816 | 61,409 | 60,500 | 53,744 | 60,500 | 0% |
| 001-39XX-XXX-5310 Street Materials & Supplies | 43 | - | - | - | - | n/a |
| 001-39XX-XXX-5410 Memberships & Subscriptions | - | 2,179 | - | 106 | - | n/a |
| 001-39XX-XXX-5510 Training | - | 312 | - | - | - | n/a |
| SUB-TOTAL | 187,754 | 201,507 | 212,300 | 214,908 | 210,455 | -1% |
| CAPITAL OUTLAY | | | | | | |
| Historical Treas & Artwork | - | - | - | - | - | n/a |
| 001-39XX-572-6425 Machinery & Equipment | - | 1,999 | - | - | - | n/a |
| SUB-TOTAL | - | 1,999 | - | - | - | n/a |
| GRAND TOTAL | \$681,769 | \$845,075 | \$1,006,195 | \$919,628 | \$1,027,048 | 2% |

Public Works - Streets Budget Detail

| | | 2018 Actual | 2019 Actual | Amended Budget | Projected Year-End | Adopted Budget | % Change |
|---|----------------------------|------------------|--------------------|-------------------|-----------------------|-------------------|-------------|
| PERSONNEL SERVICES | | | | | | | |
| 001-39XX-XXX-1210 Regular Salaries | 262,459 | 288,052 | 350,633 | 303,485 | 364,230 | 4% | |
| 001-39XX-XXX-1310 Part-time Salaries | - | 4,348 | 16,203 | - | 16,701 | 3% | |
| 001-39XX-XXX-1410 Overtime | 5,069 | 13,643 | - | 4,752 | - | n/a | |
| 001-39XX-XXX-1510 Longevity Pay | - | - | - | - | - | n/a | |
| 001-39XX-XXX-1530 Bonus | - | - | - | - | - | n/a | |
| 001-39XX-XXX-2110 FICA | 20,261 | 22,871 | 28,064 | 23,087 | 29,141 | 4% | |
| 001-39XX-XXX-2210 Retirement Contributions | 23,604 | 25,453 | 34,715 | 29,957 | 35,924 | 4% | |
| 001-39XX-XXX-2310 Health & Life Insurance | 43,003 | 62,684 | 78,599 | 64,112 | 82,026 | 4% | |
| 001-39XX-XXX-2410 Workers Compensation | 18,785 | 18,455 | 28,335 | 16,318 | 29,432 | 4% | |
| 001-39XX-XXX-2710 Car Allowance | 115 | - | - | - | - | n/a | |
| SUB-TOTAL | 373,296 | 435,506 | 536,549 | 441,711 | 557,454 | 4% | |
| CONTRACTUAL SERVICES | | | | | | | |
| 001-39XX-XXX-3150 Arch & Engineering Srv | - | - | - | - | - | n/a | |
| 001-39XX-XXX-3410 Other Contractual Services | - | - | - | - | - | n/a | |
| 001-39XX-XXX-3411 Software Maintenance | - | - | - | - | - | n/a | |
| 001-39XX-XXX-3412 Hardware Maintenance | - | - | - | - | - | n/a | |
| SUB-TOTAL | - | - | - | - | - | n/a | |
| OPERATING EXPENDITURES | | | | | | | |
| 001-39XX-XXX-4010 Travel & Per Diem | - | - | - | - | - | n/a | |
| 001-39XX-XXX-4110 Communication Services | 390 | 480 | 700 | 480 | 700 | 0% | |
| 001-39XX-XXX-4120 Shipping/Postage | - | - | - | - | - | n/a | |
| 001-39XX-XXX-4310 Electricity | - | - | - | - | - | n/a | |
| 001-39XX-XXX-4311 Electricity Street Lights | 116,856 | 133,346 | 299,000 | 148,862 | 313,950 | 5% | |
| 001-39XX-XXX-4320 Water & Sewer | - | - | - | - | - | n/a | |
| 001-39XX-XXX-4330 Waste & Refuse Removal | - | - | - | - | - | n/a | |
| 001-39XX-XXX-4430 IS Fleet Chargeback | - | - | - | - | - | n/a | |
| 001-39XX-XXX-4510 General Insurance | 3,310 | 3,100 | 5,600 | 2,905 | 5,900 | 5% | |
| 001-39XX-XXX-4620 R & M - Bldgs and Grounds | - | - | - | - | - | n/a | |
| 001-39XX-XXX-4621 R & M- Park Structures | - | - | - | - | - | n/a | |
| 001-39XX-XXX-4630 Park Maintenance | - | - | - | - | - | n/a | |
| 001-39XX-XXX-4640 R & M- Landscaping | - | - | - | - | - | n/a | |
| 001-39XX-XXX-4641 R & M- Public Right of Way | 30,134 | 40,650 | 39,400 | 29,161 | 39,400 | 0% | |
| 001-39XX-XXX-4645 R & M- Drainage & Swales | 55,116 | 78,749 | 114,000 | 86,778 | 104,000 | -9% | |
| 001-39XX-XXX-4650 R & M - Vehicles | - | - | - | - | - | n/a | |
| 001-39XX-XXX-4660 R & M - Other Equip/Tools | - | 4,781 | 6,000 | 3,935 | 6,000 | 0% | |
| 001-39XX-XXX-4710 Copying Costs | - | - | - | - | - | n/a | |
| 001-39XX-XXX-4720 Printing & Binding | - | - | - | - | - | n/a | |
| 001-39XX-XXX-4940 License Permit Fees | - | - | - | - | - | n/a | |
| 001-39XX-XXX-4980 Environmental Programs | - | - | - | - | - | n/a | |
| 001-39XX-XXX-5110 Office Supplies | - | - | - | - | - | n/a | |
| 001-39XX-XXX-5210 Fuel - Vehicles | - | - | - | - | - | n/a | |
| 001-39XX-XXX-5215 Fuel - Equipment | - | - | - | - | - | n/a | |
| 001-39XX-XXX-5220 Small Tools & Equip | 5,979 | 6,978 | 6,000 | 6,911 | 6,000 | 0% | |
| 001-39XX-XXX-5230 Uniforms | 562 | 537 | - | - | - | n/a | |
| 001-39XX-XXX-5290 Other Operating Supplies | 8,024 | 9,565 | 9,000 | 12,081 | 9,000 | 0% | |
| 001-39XX-XXX-5310 Street Materials & Supplies | 35,152 | 38,062 | 38,500 | 31,709 | 38,500 | 0% | |
| 001-39XX-XXX-5410 Mmbrships & Subscriptions | - | - | - | - | - | n/a | |
| 001-39XX-XXX-5510 Training | - | - | - | - | - | n/a | |
| SUB-TOTAL | 255,523 | 316,248 | 518,200 | 322,822 | 523,450 | 1% | |
| CAPITAL OUTLAY | | | | | | | |
| | Historical Treas & Artwork | - | - | - | - | n/a | |
| 001-39XX-572-6425 | Machinery & Equipment | 6,550 | 2,384 | 3,000 | 2,951 | - | -100% |
| SUB-TOTAL | 6,550 | 2,384 | 3,000 | 2,951 | - | -100% | |
| GRAND TOTAL | \$635,369 | \$754,138 | \$1,057,749 | \$767,484 | \$1,080,904 | 2% | |

Public Works - Parks & Ground Maintenance

Budget Detail

| | 2018 <u>Actual</u> | 2019 <u>Actual</u> | 2020 Amended <u>Budget</u> | 2020 Projected <u>Year-End</u> | 2021 Adopted <u>Budget</u> | % <u>Change</u> |
|--|-----------------------|-----------------------|----------------------------------|--------------------------------------|----------------------------------|--------------------|
| PERSONNEL SERVICES | | | | | | |
| 001-39XX-XXX-1210 Regular Salaries | 487,232 | 564,562 | 541,549 | 575,963 | 542,871 | 0% |
| 001-39XX-XXX-1310 Part-time Salaries | 247,808 | 190,994 | 210,268 | 189,528 | 218,815 | 4% |
| 001-39XX-XXX-1410 Overtime | 17,922 | 25,821 | 10,000 | 17,493 | 10,000 | 0% |
| 001-39XX-XXX-1510 Longevity Pay | - | - | - | - | - | n/a |
| 001-39XX-XXX-1530 Bonus | - | - | - | - | - | n/a |
| 001-39XX-XXX-2110 FICA | 55,785 | 58,018 | 57,513 | 58,454 | 58,269 | 1% |
| 001-39XX-XXX-2210 Retirement Contributions | 40,831 | 53,432 | 53,407 | 50,492 | 53,837 | 1% |
| 001-39XX-XXX-2310 Health & Life Insurance | 156,349 | 170,457 | 169,550 | 147,837 | 188,378 | 11% |
| 001-39XX-XXX-2410 Workers Compensation | 22,347 | 15,977 | 25,171 | 14,456 | 25,502 | 1% |
| 001-39XX-XXX-2710 Car Allowance | 577 | - | - | - | - | n/a |
| SUB-TOTAL | 1,028,851 | 1,079,261 | 1,067,458 | 1,054,223 | 1,097,672 | 3% |
| CONTRACTUAL SERVICES | | | | | | |
| 001-39XX-XXX-3150 Arch & Engineering Srv | - | - | - | - | - | n/a |
| 001-39XX-XXX-3410 Other Contractual Services | - | - | - | - | - | n/a |
| 001-39XX-XXX-3411 Software Maintenance | - | - | - | - | - | n/a |
| 001-39XX-XXX-3412 Hardware Maintenance | - | - | - | - | - | n/a |
| SUB-TOTAL | - | - | - | - | - | n/a |
| OPERATING EXPENDITURES | | | | | | |
| 001-39XX-XXX-4010 Travel & Per Diem | - | - | - | - | - | n/a |
| 001-39XX-XXX-4110 Communication Services | 1,182 | 1,298 | 1,800 | 1,110 | 1,800 | 0% |
| 001-39XX-XXX-4120 Shipping/Postage | - | - | - | - | - | n/a |
| 001-39XX-XXX-4310 Electricity | 259,942 | 254,998 | 389,600 | 134,439 | 250,000 | -36% |
| 001-39XX-XXX-4311 Electricity Street Lights | - | - | - | - | - | n/a |
| 001-39XX-XXX-4320 Water & Sewer | 39,107 | 64,752 | 20,000 | 33,105 | 38,000 | 90% |
| 001-39XX-XXX-4330 Waste and Refuse Removal | - | - | - | - | - | n/a |
| 001-39XX-XXX-4430 IS Fleet Chargeback | - | - | - | - | - | n/a |
| 001-39XX-XXX-4510 General Insurance | 4,513 | 3,901 | 7,000 | 3,631 | 7,350 | 5% |
| 001-39XX-XXX-4620 R & M - Bldgs and Grounds | - | - | - | - | - | n/a |
| 001-39XX-XXX-4621 R & M- Park Structures | 54,900 | 64,279 | 63,000 | 85,538 | 63,000 | 0% |
| 001-39XX-XXX-4630 Park Maintenance | 109,248 | 178,285 | 127,000 | 148,757 | 127,000 | 0% |
| 001-39XX-XXX-4640 R & M- Landscaping | 10,766 | 33,712 | 50,000 | 91,871 | 50,000 | 0% |
| 001-39XX-XXX-4641 R & M- Public Right of Way | - | - | - | - | - | n/a |
| 001-39XX-XXX-4645 R & M- Drainage & Swales | - | - | - | - | - | n/a |
| 001-39XX-XXX-4650 R & M - Vehicles | - | - | - | - | - | n/a |
| 001-39XX-XXX-4660 R & M - Other Equip. & Tools | 85 | 472 | - | 349 | - | n/a |
| 001-39XX-XXX-4710 Copying Costs | - | - | - | - | - | n/a |
| 001-39XX-XXX-4720 Printing & Binding | - | - | - | - | - | n/a |
| 001-39XX-XXX-4940 License Permit Fees | - | - | - | - | - | n/a |
| 001-39XX-XXX-4980 Environmental Programs | - | - | - | - | - | n/a |
| 001-39XX-XXX-5110 Office Supplies | - | - | - | - | - | n/a |
| 001-39XX-XXX-5210 Fuel - Vehicles | - | - | - | - | - | n/a |
| 001-39XX-XXX-5215 Fuel - Equipment | - | - | - | - | - | n/a |
| 001-39XX-XXX-5220 Small Tools & Equip | 7,150 | 5,023 | 5,000 | 6,433 | 5,000 | 0% |
| 001-39XX-XXX-5230 Uniforms | 477 | 558 | - | - | - | n/a |
| 001-39XX-XXX-5290 Other Operating Supplies | 75 | 111 | - | 799 | - | n/a |
| 001-39XX-XXX-5310 Street Materials & Supplies | - | - | - | - | - | n/a |
| 001-39XX-XXX-5410 Memberships & Subscriptions | - | - | - | - | - | n/a |
| 001-39XX-XXX-5510 Training | - | - | - | - | - | n/a |
| SUB-TOTAL | 487,445 | 607,389 | 663,400 | 506,032 | 542,150 | -18% |
| CAPITAL OUTLAY | | | | | | |
| Historical Treas & Artwork | - | - | - | - | - | n/a |
| 001-39XX-572-6425 Machinery & Equipment | 3,394 | - | - | - | - | n/a |
| SUB-TOTAL | 3,394 | - | - | - | - | n/a |
| GRAND TOTAL | \$1,519,690 | \$1,686,650 | \$1,730,858 | \$1,560,255 | \$1,639,822 | -5% |

Public Works - Fleet Budget Detail

| | | 2018 <u>Actual</u> | 2019 <u>Actual</u> | 2020 <u>Amended Budget</u> | 2020 <u>Projected Year-End</u> | 2021 <u>Adopted Budget</u> | % <u>Change</u> |
|--|--|-----------------------|-----------------------|-----------------------------------|---------------------------------------|-----------------------------------|--------------------|
| PERSONNEL SERVICES | | | | | | | |
| 001-39XX-XXX-1210 Regular Salaries | | - | 61,942 | 67,079 | 68,031 | 69,450 | 4% |
| 001-39XX-XXX-1310 Part-time Salaries | | - | - | - | - | - | n/a |
| 001-39XX-XXX-1410 Overtime | | - | 2,348 | - | 192 | - | n/a |
| 001-39XX-XXX-1510 Longevity Pay | | - | - | - | - | - | n/a |
| 001-39XX-XXX-1530 Bonus | | - | - | - | - | - | n/a |
| 001-39XX-XXX-2110 FICA | | - | 4,776 | 5,337 | 5,058 | 5,525 | 4% |
| 001-39XX-XXX-2210 Retirement Contributions | | - | 4,887 | 9,391 | 9,551 | 9,723 | 4% |
| 001-39XX-XXX-2310 Health & Life Insurance | | - | 13,163 | 19,440 | 19,661 | 20,284 | 4% |
| 001-39XX-XXX-2410 Workers Compensation | | - | - | 5,447 | 2,787 | 5,639 | 4% |
| 001-39XX-XXX-2710 Car Allowance | | - | - | - | - | - | n/a |
| SUB-TOTAL | | - | 87,116 | 106,694 | 105,280 | 110,621 | 4% |
| CONTRACTUAL SERVICES | | | | | | | |
| 001-39XX-XXX-3150 Arch & Engineering Srv | | - | - | - | - | - | n/a |
| 001-39XX-XXX-3410 Other Contractual Services | | - | - | 25,000 | - | 12,500 | -50% |
| 001-39XX-XXX-3411 Software Maintenance | | - | - | - | - | - | n/a |
| 001-39XX-XXX-3412 Hardware Maintenance | | - | - | - | - | - | n/a |
| SUB-TOTAL | | - | - | 25,000 | - | 12,500 | -50% |
| OPERATING EXPENDITURES | | | | | | | |
| 001-39XX-XXX-4010 Travel & Per Diem | | - | - | - | - | - | n/a |
| 001-39XX-XXX-4110 Communication Services | | - | 330 | 360 | 360 | 360 | 0% |
| 001-39XX-XXX-4120 Shipping/Postage | | - | - | - | - | - | n/a |
| 001-39XX-XXX-4310 Electricity | | - | - | - | - | - | n/a |
| 001-39XX-XXX-4311 Electricity Street Lights | | - | - | - | - | - | n/a |
| 001-39XX-XXX-4320 Water & Sewer | | - | - | - | - | - | n/a |
| 001-39XX-XXX-4330 Waste and Refuse Removal | | - | - | - | - | - | n/a |
| 001-39XX-XXX-4430 IS Fleet Chargeback | | - | - | - | - | - | n/a |
| 001-39XX-XXX-4510 General Insurance | | 24,694 | 47,956 | 50,000 | 40,446 | 52,500 | 5% |
| 001-39XX-XXX-4620 R & M - Bldgs and Grounds | | - | - | - | - | - | n/a |
| 001-39XX-XXX-4621 R & M- Park Structures | | - | - | - | - | - | n/a |
| 001-39XX-XXX-4630 Park Maintenance | | - | - | - | - | - | n/a |
| 001-39XX-XXX-4640 R & M- Landscaping | | - | - | - | - | - | n/a |
| 001-39XX-XXX-4641 R & M- Public Right of Way | | - | - | - | - | - | n/a |
| 001-39XX-XXX-4645 R & M- Drainage & Swales | | - | - | - | - | - | n/a |
| 001-39XX-XXX-4650 R & M - Vehicles | | 191,385 | 64,044 | 52,500 | 40,692 | 52,500 | 0% |
| 001-39XX-XXX-4660 R & M - Other Equip. & Tools | | 4,927 | 11,886 | 5,000 | 13,630 | 5,000 | 0% |
| 001-39XX-XXX-4710 Copying Costs | | - | - | - | - | - | n/a |
| 001-39XX-XXX-4720 Printing & Binding | | - | - | - | - | - | n/a |
| 001-39XX-XXX-4940 License Permit Fees | | - | - | - | - | - | n/a |
| 001-39XX-XXX-4980 Environmental Programs | | - | - | - | - | - | n/a |
| 001-39XX-XXX-5110 Office Supplies | | - | - | - | - | - | n/a |
| 001-39XX-XXX-5210 Fuel - Vehicles | | 55,732 | 68,523 | 80,000 | 52,235 | 75,000 | -6% |
| 001-39XX-XXX-5215 Fuel - Equipment | | 12,198 | 20,043 | 20,000 | 18,056 | 20,000 | 0% |
| 001-39XX-XXX-5220 Small Tools & Equip | | - | - | - | - | - | n/a |
| 001-39XX-XXX-5230 Uniforms | | - | - | - | - | - | n/a |
| 001-39XX-XXX-5290 Other Operating Supplies | | - | - | - | - | - | n/a |
| 001-39XX-XXX-5310 Street Materials & Supplies | | - | - | - | - | - | n/a |
| 001-39XX-XXX-5410 Memberships & Subscriptions | | - | - | - | - | - | n/a |
| 001-39XX-XXX-5510 Training | | - | - | - | - | - | n/a |
| SUB-TOTAL | | 288,936 | 212,782 | 207,860 | 165,419 | 205,360 | -1% |
| CAPITAL OUTLAY | | | | | | | |
| Historical Treas & Artwork | | - | - | - | - | - | n/a |
| 001-39XX-572-6425 Machinery & Equipment | | - | 16,936 | 8,000 | 6,959 | - | -100% |
| SUB-TOTAL | | - | 16,936 | 8,000 | 6,959 | - | -100% |
| GRAND TOTAL | | \$288,936 | \$316,834 | \$347,554 | \$277,658 | \$328,481 | -6% |

Public Works - Parks Support* Budget Detail

| | | 2018 | 2019 |
|-------------------------------|------------------------------|------------------|------------------|
| | | <u>Actual</u> | <u>Actual</u> |
| PERSONNEL SERVICES | | | |
| 001-39XX-XXX-1210 | Regular Salaries | 40,875 | 87,161 |
| 001-39XX-XXX-1310 | Part-time Salaries | 177,776 | 181,029 |
| 001-39XX-XXX-1410 | Overtime | 7,551 | 8,084 |
| 001-39XX-XXX-1510 | Longevity Pay | - | - |
| 001-39XX-XXX-1530 | Bonus | - | - |
| 001-39XX-XXX-2110 | FICA | 17,058 | 20,924 |
| 001-39XX-XXX-2210 | Retirement Contributions | 4,078 | 5,171 |
| 001-39XX-XXX-2310 | Health & Life Insurance | 13,794 | 21,290 |
| 001-39XX-XXX-2410 | Workers Compensation | 6,986 | 6,590 |
| 001-39XX-XXX-2710 | Car Allowance | - | - |
| | SUB-TOTAL | 268,118 | 330,249 |
| CONTRACTUAL SERVICES | | | |
| 001-39XX-XXX-3150 | Arch & Engineering Srv | - | - |
| 001-39XX-XXX-3410 | Other Contractual Services | - | - |
| 001-39XX-XXX-3411 | Software Maintenance | - | - |
| 001-39XX-XXX-3412 | Hardware Maintenance | - | - |
| | SUB-TOTAL | - | - |
| OPERATING EXPENDITURES | | | |
| 001-39XX-XXX-4010 | Travel & Per Diem | - | - |
| 001-39XX-XXX-4110 | Communication Services | 360 | 522 |
| 001-39XX-XXX-4120 | Shipping/Postage | - | - |
| 001-39XX-XXX-4310 | Electricity | - | - |
| 001-39XX-XXX-4311 | Electricity Street Lights | - | - |
| 001-39XX-XXX-4320 | Water & Sewer | - | - |
| 001-39XX-XXX-4330 | Waste and Refuse Removal | - | - |
| 001-39XX-XXX-4430 | IS Fleet Chargeback | - | - |
| 001-39XX-XXX-4510 | General Insurance | 15,845 | 16,197 |
| 001-39XX-XXX-4620 | R & M - Bldgs and Grounds | - | - |
| 001-39XX-XXX-4621 | R & M- Park Structures | - | - |
| 001-39XX-XXX-4630 | Park Maintenance | - | - |
| 001-39XX-XXX-4640 | R & M- Landscaping | - | - |
| 001-39XX-XXX-4641 | R & M- Public Right of Way | - | - |
| 001-39XX-XXX-4645 | R & M- Drainage & Swales | - | - |
| 001-39XX-XXX-4650 | R & M - Vehicles | - | - |
| 001-39XX-XXX-4660 | R & M - Other Equip. & Tools | - | - |
| 001-39XX-XXX-4710 | Copying Costs | - | - |
| 001-39XX-XXX-4720 | Printing & Binding | - | - |
| 001-39XX-XXX-4940 | License Permit Fees | - | - |
| 001-39XX-XXX-4980 | Environmental Programs | - | - |
| 001-39XX-XXX-5110 | Office Supplies | - | - |
| 001-39XX-XXX-5210 | Fuel - Vehicles | - | 2,782 |
| 001-39XX-XXX-5215 | Fuel - Equipment | - | - |
| 001-39XX-XXX-5220 | Small Tools & Equip | 1,899 | 1,730 |
| 001-39XX-XXX-5230 | Uniforms | 949 | 988 |
| 001-39XX-XXX-5290 | Other Operating Supplies | - | - |
| 001-39XX-XXX-5310 | Street Materials & Supplies | - | - |
| 001-39XX-XXX-5410 | Memberships & Subscriptions | - | - |
| 001-39XX-XXX-5510 | Training | - | - |
| | SUB-TOTAL | 19,053 | 22,219 |
| CAPITAL OUTLAY | | | |
| | Historical Treas & Artwork | - | - |
| 001-39XX-572-6425 | Machinery & Equipment | - | - |
| | SUB-TOTAL | - | - |
| | GRAND TOTAL | \$287,171 | \$352,468 |

* Parks Support moved to the Parks and Recreation department in Fiscal Year 2020.

Parks and Recreation Budget Detail

| | | 2018 <u>Actual</u> | 2019 <u>Actual</u> | 2020 Amended <u>Budget</u> | 2020 Projected <u>Year-End</u> | 2021 Adopted <u>Budget</u> | % <u>Change</u> |
|------------------------|-----------------------------|-----------------------|-----------------------|----------------------------------|--------------------------------------|----------------------------------|--------------------|
| PERSONNEL SERVICES | | | | | | | |
| 001-72XX-572-1210 | Regular Salaries | 308,051 | 417,256 | 640,121 | 613,759 | 623,729 | -3% |
| 001-72XX-572-1310 | Part-time Salaries | 310,680 | 258,411 | 576,450 | 249,228 | 586,144 | 2% |
| 001-72XX-572-1410 | Overtime | 3,517 | 2,861 | 9,000 | 10,893 | 11,000 | 22% |
| 001-72XX-572-2110 | FICA | 48,063 | 52,761 | 95,118 | 67,803 | 94,622 | -1% |
| 001-72XX-572-2210 | Retirement Contributions | 28,069 | 40,095 | 78,843 | 56,236 | 79,018 | 0% |
| 001-72XX-572-2310 | Health & Life Insurance | 43,965 | 65,172 | 120,288 | 96,023 | 128,434 | 7% |
| 001-72XX-572-2410 | Workers Compensation | 6,827 | 5,639 | 18,406 | 10,668 | 18,042 | -2% |
| 001-72XX-572-2710 | Car Allowance | 5,215 | 11,147 | 13,300 | 10,461 | 11,500 | -14% |
| | SUB-TOTAL | 754,387 | 853,342 | 1,551,526 | 1,115,071 | 1,552,489 | 0% |
| CONTRACTUAL SERVICES | | | | | | | |
| 001-72XX-572-3410 | Other Contractual Services | 50,646 | 142,149 | 43,200 | 24,467 | 42,900 | -1% |
| 001-72XX-572-3411 | Software Maintenance | 5,897 | 5,097 | 5,000 | 4,998 | 5,200 | 4% |
| | SUB-TOTAL | 56,543 | 147,246 | 48,200 | 29,465 | 48,100 | -0% |
| OPERATING EXPENDITURES | | | | | | | |
| 001-72XX-572-4010 | Travel & Per Diem | 259 | 1,145 | 3,000 | - | - | -100% |
| 001-72XX-572-4110 | Communication Services | 20,751 | 24,254 | 28,500 | 27,196 | 29,895 | 5% |
| 001-72XX-572-4120 | Shipping/Postage | 1,752 | 33 | 300 | 6 | 300 | 0% |
| 001-72XX-572-4310 | Electricity | 82,548 | 103,243 | 145,500 | 203,940 | 301,000 | 107% |
| 001-72XX-572-4320 | Water & Sewer | 24,067 | 15,041 | 64,000 | 59,977 | 67,000 | 5% |
| 001-72XX-572-4430 | ISF Fleet Chargeback | - | - | - | - | - | n/a |
| 001-72XX-572-4431 | ISF Computer Chargeback | - | - | - | - | - | n/a |
| 001-72XX-572-4510 | General Insurance | 128,880 | 111,127 | 216,100 | 118,806 | 226,900 | 5% |
| 001-72XX-572-4630 | Parks Maintenance | - | - | - | - | - | n/a |
| 001-72XX-572-4621 | R & M - Park Structures | - | - | - | - | - | n/a |
| 001-72XX-572-4631 | R & M - Liberty | - | - | - | - | - | n/a |
| 001-72XX-572-4650 | R & M - Automotive | - | - | - | - | - | n/a |
| 001-72XX-572-4660 | R & M - Other Equip & Tools | - | - | - | - | - | n/a |
| 001-72XX-572-4710 | Copying Costs | 3,983 | 4,515 | 3,500 | 1,791 | 3,500 | 0% |
| 001-72XX-572-4720 | Printing & Binding | 3,893 | 3,094 | 1,200 | 1,730 | 1,700 | 42% |
| 001-72XX-572-4890 | Special Events | 287,843 | 313,639 | 310,600 | 248,514 | 305,600 | -2% |
| 001-72XX-572-4945 | Credit Card Charges | 19,841 | 31,211 | 20,000 | 19,895 | 30,000 | 50% |
| 001-72XX-572-4950 | Senior Grant Programs | 36,743 | 34,896 | 47,000 | 20,855 | 48,400 | 3% |
| 001-72XX-572-4951 | Youth Programs | 6,936 | 10,631 | 71,300 | 62,900 | 71,200 | -0% |
| 001-72XX-572-4952 | Teen Programs | - | - | - | - | - | n/a |
| 001-72XX-572-4953 | Summer Recreation | 247,336 | 236,292 | 272,000 | 2,188 | 272,000 | 0% |
| 001-72XX-572-4980 | Environmental Programs | (79) | - | - | - | - | n/a |
| 001-72XX-572-5110 | Office Supplies | 4,022 | 6,433 | 5,000 | 4,149 | 5,000 | 0% |
| 001-72XX-572-5210 | Fuel - Vehicles | - | - | 8,500 | 3,662 | 8,500 | 0% |
| 001-72XX-572-5215 | Fuel - Equipment | - | - | - | - | - | n/a |
| 001-72XX-572-5220 | Small Tools & Equipment | 6,204 | 3,148 | 9,700 | 5,494 | 7,300 | -25% |
| 001-72XX-572-5230 | Uniforms | 994 | 1,213 | 2,800 | 2,600 | 3,100 | 11% |
| 001-72XX-572-5290 | Other Operating Supplies | 13,355 | 16,416 | 12,300 | 12,920 | 12,800 | 4% |
| 001-72XX-572-5410 | Membership/Subscriptions | 610 | 905 | 1,100 | 2,005 | 1,100 | 0% |
| 001-72XX-572-5510 | Training | 1,236 | 2,575 | 3,100 | 1,239 | 2,000 | -36% |
| | SUB-TOTAL | 891,174 | 919,811 | 1,225,500 | 799,867 | 1,397,295 | 14% |
| CAPITAL OUTLAY | | | | | | | |
| 001-72XX-572-6310 | Capital | 4,320 | 285 | 22,000 | 17,287 | - | -100% |
| | SUB-TOTAL | 4,320 | 285 | 22,000 | 17,287 | - | -100% |
| | GRAND TOTAL | \$1,706,424 | \$1,920,684 | \$2,847,226 | \$1,961,690 | \$2,997,884 | 5% |

Parks and Recreation - Administration

Budget Detail

| | | 2018 Actual | 2019 Actual | Amended Budget | 2020 Projected Year-End | 2021 Adopted Budget | % Change |
|------------------------|-----------------------------|----------------|----------------|-------------------|-------------------------------|---------------------------|-------------|
| PERSONNEL SERVICES | | | | | | | |
| 001-72XX-572-1210 | Regular Salaries | 173,459 | 253,000 | 185,299 | 184,289 | 184,928 | -0% |
| 001-72XX-572-1310 | Part-time Salaries | 25,518 | 11,488 | 16,095 | 13,651 | 16,582 | 3% |
| 001-72XX-572-1410 | Overtime | 825 | 952 | - | 434 | - | n/a |
| 001-72XX-572-2110 | FICA | 15,732 | 20,833 | 16,356 | 15,763 | 16,364 | 0% |
| 001-72XX-572-2210 | Retirement Contributions | 14,961 | 27,630 | 26,442 | 21,858 | 26,390 | -0% |
| 001-72XX-572-2310 | Health & Life Insurance | 26,701 | 43,485 | 27,526 | 24,590 | 29,084 | 6% |
| 001-72XX-572-2410 | Workers Compensation | 595 | 611 | 516 | 324 | 515 | -0% |
| 001-72XX-572-2710 | Car Allowance | 5,215 | 8,762 | 5,000 | 4,365 | 5,000 | 0% |
| | SUB-TOTAL | 263,006 | 366,761 | 277,234 | 265,274 | 278,863 | 1% |
| CONTRACTUAL SERVICES | | | | | | | |
| 001-72XX-572-3410 | Other Contractual Services | 1,254 | 77,542 | - | 130 | - | n/a |
| 001-72XX-572-3411 | Software Maintenance | 5,897 | 5,097 | 5,000 | 4,998 | 5,200 | 4% |
| | SUB-TOTAL | 7,151 | 82,639 | 5,000 | 5,128 | 5,200 | 4% |
| OPERATING EXPENDITURES | | | | | | | |
| 001-72XX-572-4010 | Travel & Per Diem | 259 | 1,145 | 3,000 | - | - | -100% |
| 001-72XX-572-4110 | Communication Services | 18,899 | 21,982 | 22,300 | 20,855 | 23,415 | 5% |
| 001-72XX-572-4120 | Shipping/Postage | 1,752 | 33 | 300 | 6 | 300 | 0% |
| 001-72XX-572-4310 | Electricity | 77,630 | 102,083 | 124,200 | 7,625 | 11,000 | -91% |
| 001-72XX-572-4320 | Water & Sewer | 24,067 | 15,041 | 32,800 | 15,417 | 17,000 | -48% |
| 001-72XX-572-4430 | ISF Fleet Chargeback | - | - | - | - | - | n/a |
| 001-72XX-572-4431 | ISF Computer Chargeback | - | - | - | - | - | n/a |
| 001-72XX-572-4510 | General Insurance | 95,687 | 80,231 | 120,000 | 64,689 | 126,000 | 5% |
| 001-72XX-572-4630 | Parks Maintenance | - | - | - | - | - | n/a |
| 001-72XX-572-4621 | R & M - Park Structures | - | - | - | - | - | n/a |
| 001-72XX-572-4631 | R & M - Liberty | - | - | - | - | - | n/a |
| 001-72XX-572-4650 | R & M - Automotive | - | - | - | - | - | n/a |
| 001-72XX-572-4660 | R & M - Other Equip & Tools | - | - | - | - | - | n/a |
| 001-72XX-572-4710 | Copying Costs | 3,983 | 4,515 | 3,500 | 1,791 | 3,500 | 0% |
| 001-72XX-572-4720 | Printing & Binding | 3,893 | 3,094 | 1,200 | 1,730 | 1,700 | 42% |
| 001-72XX-572-4890 | Special Events | 279,261 | 309,277 | 310,600 | 248,514 | 305,600 | -2% |
| 001-72XX-572-4945 | Credit Card Charges | - | - | - | - | - | n/a |
| 001-72XX-572-4950 | Senior Grant Programs | - | - | - | - | - | n/a |
| 001-72XX-572-4951 | Youth Programs | - | - | - | - | - | n/a |
| 001-72XX-572-4952 | Teen Programs | - | - | - | - | - | n/a |
| 001-72XX-572-4953 | Summer Recreation | - | - | - | - | - | n/a |
| 001-72XX-572-4980 | Environmental Programs | (79) | - | - | - | - | n/a |
| 001-72XX-572-5110 | Office Supplies | 3,763 | 5,767 | 500 | 330 | 500 | 0% |
| 001-72XX-572-5210 | Fuel - Vehicles | - | - | - | - | - | n/a |
| 001-72XX-572-5215 | Fuel - Equipment | - | - | - | - | - | n/a |
| 001-72XX-572-5220 | Small Tools & Equipment | 6,084 | 2,234 | 1,500 | 1,496 | 500 | -67% |
| 001-72XX-572-5230 | Uniforms | 994 | 1,213 | 300 | 300 | 300 | 0% |
| 001-72XX-572-5290 | Other Operating Supplies | 8,783 | 13,441 | 4,500 | 7,733 | 6,000 | 33% |
| 001-72XX-572-5410 | Membership/Subscriptions | 610 | 905 | 1,100 | 2,005 | 1,100 | 0% |
| 001-72XX-572-5510 | Training | 1,165 | 2,575 | 3,100 | 990 | 2,000 | -36% |
| | SUB-TOTAL | 526,751 | 563,536 | 628,900 | 373,481 | 498,915 | -21% |
| CAPITAL OUTLAY | | | | | | | |
| 001-72XX-572-6310 | Capital | 4,320 | 285 | 22,000 | 17,287 | - | -100% |
| | SUB-TOTAL | 4,320 | 285 | 22,000 | 17,287 | - | -100% |
| | GRAND TOTAL | \$801,228 | \$1,013,221 | \$933,134 | \$661,170 | \$782,978 | -16% |

Parks and Recreation - Recreational Programs Budget Detail

| | | 2018 Actual | 2019 Actual | Amended Budget | 2020 Projected Year-End | 2021 Adopted Budget | % Change |
|------------------------|----------------------------|----------------|----------------|-------------------|-------------------------------|---------------------------|-------------|
| PERSONNEL SERVICES | | | | | | | |
| 001-72XX-572-1210 | Regular Salaries | 134,592 | 164,256 | 195,416 | 212,405 | 206,038 | 5% |
| 001-72XX-572-1310 | Part-time Salaries | 285,162 | 246,923 | 341,812 | 105,834 | 345,220 | 1% |
| 001-72XX-572-1410 | Overtime | 2,692 | 1,909 | - | 2,420 | 1,500 | n/a |
| 001-72XX-572-2110 | FICA | 32,331 | 31,928 | 41,580 | 24,682 | 42,824 | 3% |
| 001-72XX-572-2210 | Retirement Contributions | 13,108 | 12,465 | 22,687 | 22,515 | 25,970 | 15% |
| 001-72XX-572-2310 | Health & Life Insurance | 17,264 | 21,687 | 35,668 | 38,143 | 45,461 | 28% |
| 001-72XX-572-2410 | Workers Compensation | 6,232 | 5,028 | 7,596 | 4,384 | 7,633 | 1% |
| 001-72XX-572-2710 | Car Allowance | - | 2,385 | 3,500 | 3,442 | 3,500 | 0% |
| | SUB-TOTAL | 491,381 | 486,581 | 648,259 | 413,825 | 678,146 | 5% |
| CONTRACTUAL SERVICES | | | | | | | |
| 001-72XX-572-3410 | Other Contractual Services | 49,392 | 64,607 | 42,400 | 21,818 | 40,000 | -6% |
| 001-72XX-572-3411 | Software Maintenance | - | - | - | - | - | n/a |
| | SUB-TOTAL | 49,392 | 64,607 | 42,400 | 21,818 | 40,000 | -6% |
| OPERATING EXPENDITURES | | | | | | | |
| 001-72XX-572-4010 | Travel & Per Diem | - | - | - | - | - | n/a |
| 001-72XX-572-4110 | Communication Services | 1,852 | 2,272 | 2,800 | 3,760 | 2,940 | 5% |
| 001-72XX-572-4120 | Shipping/Postage | - | - | - | - | - | n/a |
| 001-72XX-572-4310 | Electricity | 4,918 | 1,160 | 6,300 | 65,803 | 90,000 | 1329% |
| 001-72XX-572-4320 | Water & Sewer | - | - | - | - | - | n/a |
| 001-72XX-572-4430 | ISF Fleet Chargeback | - | - | - | - | - | n/a |
| 001-72XX-572-4431 | ISF Computer Chargeback | - | - | - | - | - | n/a |
| 001-72XX-572-4510 | General Insurance | 33,193 | 30,896 | 49,400 | 28,727 | 51,900 | 5% |
| 001-72XX-572-4630 | Parks Maintenance | - | - | - | - | - | n/a |
| 001-72XX-572-4621 | R & M - Park Structures | - | - | - | - | - | n/a |
| 001-72XX-572-4631 | R & M - Liberty | - | - | - | - | - | n/a |
| 001-72XX-572-4650 | R & M - Automotive | - | - | - | - | - | n/a |
| 001-72XX-572-4660 | R & M - Other Equip&Tool | - | - | - | - | - | n/a |
| 001-72XX-572-4710 | Copying Costs | - | - | - | - | - | n/a |
| 001-72XX-572-4720 | Printing & Binding | - | - | - | - | - | n/a |
| 001-72XX-572-4890 | Special Events | 8,582 | 4,362 | - | - | - | n/a |
| 001-72XX-572-4945 | Credit Card Charges | 19,841 | 31,211 | 20,000 | 19,895 | 30,000 | 50% |
| 001-72XX-572-4950 | Senior Grant Programs | 36,743 | 34,896 | 47,000 | 20,855 | 48,400 | 3% |
| 001-72XX-572-4951 | Youth Programs | 6,936 | 10,631 | 71,300 | 62,900 | 71,200 | -0% |
| 001-72XX-572-4952 | Teen Programs | - | - | - | - | - | n/a |
| 001-72XX-572-4953 | Summer Recreation | 247,336 | 236,292 | 272,000 | 2,188 | 272,000 | 0% |
| 001-72XX-572-4980 | Environmental Programs | - | - | - | - | - | n/a |
| 001-72XX-572-5110 | Office Supplies | 259 | 666 | 3,000 | 1,999 | 3,000 | 0% |
| 001-72XX-572-5210 | Fuel - Vehicles | - | - | 1,000 | - | 1,000 | 0% |
| 001-72XX-572-5215 | Fuel - Equipment | - | - | - | - | - | n/a |
| 001-72XX-572-5220 | Small Tools & Equipment | 120 | 914 | 2,000 | 597 | 2,000 | 0% |
| 001-72XX-572-5230 | Uniforms | - | - | 1,000 | 859 | 1,000 | 0% |
| 001-72XX-572-5290 | Other Operating Supplies | 4,572 | 2,975 | - | - | - | n/a |
| 001-72XX-572-5410 | Membership/Subscriptions | - | - | - | - | - | n/a |
| 001-72XX-572-5510 | Training | 71 | - | - | 249 | - | n/a |
| | SUB-TOTAL | 364,423 | 356,275 | 475,800 | 207,832 | 573,440 | 21% |
| CAPITAL OUTLAY | | | | | | | |
| 001-72XX-572-6310 | Capital | - | - | - | - | - | n/a |
| | SUB-TOTAL | - | - | - | - | - | n/a |
| | GRAND TOTAL | \$905,196 | \$907,463 | \$1,166,459 | \$643,475 | \$1,291,586 | 11% |

Parks and Recreation - Athletics

Budget Detail

| | | 2018 <u>Actual</u> | 2019 <u>Actual</u> | 2020 <u>Amended Budget</u> | 2020 <u>Projected Year-End</u> | 2021 <u>Adopted Budget</u> | % <u>Change</u> |
|------------------------|----------------------------|-----------------------|-----------------------|-----------------------------------|---------------------------------------|-----------------------------------|--------------------|
| PERSONNEL SERVICES | | | | | | | |
| 001-72XX-572-1210 | Regular Salaries | - | - | 167,358 | 128,950 | 157,782 | -6% |
| 001-72XX-572-1310 | Part-time Salaries | - | - | 16,497 | 11,896 | 16,364 | -1% |
| 001-72XX-572-1410 | Overtime | - | - | - | 411 | 500 | n/a |
| 001-72XX-572-2110 | FICA | - | - | 14,685 | 11,111 | 13,788 | -6% |
| 001-72XX-572-2210 | Retirement Contributions | - | - | 20,509 | 8,566 | 19,159 | -7% |
| 001-72XX-572-2310 | Health & Life Insurance | - | - | 34,359 | 18,381 | 25,366 | -26% |
| 001-72XX-572-2410 | Workers Compensation | - | - | 471 | 263 | 443 | -6% |
| 001-72XX-572-2710 | Car Allowance | - | - | 4,800 | 2,654 | 3,000 | -38% |
| SUB-TOTAL | | - | - | 258,679 | 182,232 | 236,402 | -9% |
| CONTRACTUAL SERVICES | | | | | | | |
| 001-72XX-572-3410 | Other Contractual Services | - | - | 800 | 2,519 | 2,900 | 263% |
| 001-72XX-572-3411 | Software Maintenance | - | - | - | - | - | n/a |
| SUB-TOTAL | | - | - | 800 | 2,519 | 2,900 | 263% |
| OPERATING EXPENDITURES | | | | | | | |
| 001-72XX-572-4010 | Travel & Per Diem | - | - | - | - | - | n/a |
| 001-72XX-572-4110 | Communication Services | - | - | 2,800 | 1,763 | 2,940 | 5% |
| 001-72XX-572-4120 | Shipping/Postage | - | - | - | - | - | n/a |
| 001-72XX-572-4310 | Electricity | - | - | 15,000 | 130,512 | 200,000 | 1233% |
| 001-72XX-572-4320 | Water & Sewer | - | - | 31,200 | 44,560 | 50,000 | 60% |
| 001-72XX-572-4430 | ISF Fleet Chargeback | - | - | - | - | - | n/a |
| 001-72XX-572-4431 | ISF Computer Chargeback | - | - | - | - | - | n/a |
| 001-72XX-572-4510 | General Insurance | - | - | 20,000 | 10,373 | 21,000 | 5% |
| 001-72XX-572-4630 | Parks Maintenance | - | - | - | - | - | n/a |
| 001-72XX-572-4621 | R & M - Park Structures | - | - | - | - | - | n/a |
| 001-72XX-572-4631 | R & M - Liberty | - | - | - | - | - | n/a |
| 001-72XX-572-4650 | R & M - Automotive | - | - | - | - | - | n/a |
| 001-72XX-572-4660 | R & M - Other Equip&Tool | - | - | - | - | - | n/a |
| 001-72XX-572-4710 | Copying Costs | - | - | - | - | - | n/a |
| 001-72XX-572-4720 | Printing & Binding | - | - | - | - | - | n/a |
| 001-72XX-572-4890 | Special Events | - | - | - | - | - | n/a |
| 001-72XX-572-4945 | Credit Card Charges | - | - | - | - | - | n/a |
| 001-72XX-572-4950 | Senior Grant Programs | - | - | - | - | - | n/a |
| 001-72XX-572-4951 | Youth Programs | - | - | - | - | - | n/a |
| 001-72XX-572-4952 | Teen Programs | - | - | - | - | - | n/a |
| 001-72XX-572-4953 | Summer Recreation | - | - | - | - | - | n/a |
| 001-72XX-572-4980 | Environmental Programs | - | - | - | - | - | n/a |
| 001-72XX-572-5110 | Office Supplies | - | - | 1,500 | 1,820 | 1,500 | 0% |
| 001-72XX-572-5210 | Fuel - Vehicles | - | - | - | - | - | n/a |
| 001-72XX-572-5215 | Fuel - Equipment | - | - | - | - | - | n/a |
| 001-72XX-572-5220 | Small Tools & Equipment | - | - | 4,100 | 2,993 | 3,000 | -27% |
| 001-72XX-572-5230 | Uniforms | - | - | 500 | - | 500 | 0% |
| 001-72XX-572-5290 | Other Operating Supplies | - | - | 7,800 | 5,187 | 6,800 | -13% |
| 001-72XX-572-5410 | Membership/Subscriptions | - | - | - | - | - | n/a |
| 001-72XX-572-5510 | Training | - | - | - | - | - | n/a |
| SUB-TOTAL | | - | - | 82,900 | 197,208 | 285,740 | 245% |
| CAPITAL OUTLAY | | | | | | | |
| 001-72XX-572-6310 | Capital | - | - | - | - | - | n/a |
| SUB-TOTAL | | - | - | - | - | - | n/a |
| GRAND TOTAL | | \$- | \$- | \$342,379 | \$381,959 | \$525,042 | 53% |

Parks and Recreation - Parks Support Services Budget Detail

| | 2018 Actual | 2019 Actual | 2020 | 2020 | 2021 | % Change |
|--|----------------|----------------|-------------------|-----------------------|-------------------|-------------|
| | | | Amended Budget | Projected Year-End | Adopted Budget | |
| PERSONNEL SERVICES | | | | | | |
| 001-72XX-572-1210 Regular Salaries | - | - | 92,048 | 88,115 | 74,981 | -19% |
| 001-72XX-572-1310 Part-time Salaries | - | - | 202,046 | 117,847 | 207,978 | 3% |
| 001-72XX-572-1410 Overtime | - | - | 9,000 | 7,628 | 9,000 | 0% |
| 001-72XX-572-2110 FICA | - | - | 22,497 | 16,247 | 21,646 | -4% |
| 001-72XX-572-2210 Retirement Contributions | - | - | 9,205 | 3,297 | 7,499 | -19% |
| 001-72XX-572-2310 Health & Life Insurance | - | - | 22,735 | 14,909 | 28,523 | 26% |
| 001-72XX-572-2410 Workers Compensation | - | - | 9,823 | 5,697 | 9,451 | -4% |
| 001-72XX-572-2710 Car Allowance | - | - | - | - | - | n/a |
| SUB-TOTAL | - | - | 367,354 | 253,740 | 359,078 | -2% |
| CONTRACTUAL SERVICES | | | | | | |
| 001-72XX-572-3410 Other Contractual Services | - | - | - | - | - | n/a |
| 001-72XX-572-3411 Software Maintenance | - | - | - | - | - | n/a |
| SUB-TOTAL | - | - | - | - | - | n/a |
| OPERATING EXPENDITURES | | | | | | |
| 001-72XX-572-4010 Travel & Per Diem | - | - | - | - | - | n/a |
| 001-72XX-572-4110 Communication Services | - | - | 600 | 818 | 600 | 0% |
| 001-72XX-572-4120 Shipping/Postage | - | - | - | - | - | n/a |
| 001-72XX-572-4310 Electricity | - | - | - | - | - | n/a |
| 001-72XX-572-4320 Water & Sewer | - | - | - | - | - | n/a |
| 001-72XX-572-4430 ISF Fleet Chargeback | - | - | - | - | - | n/a |
| 001-72XX-572-4431 ISF Computer Chargeback | - | - | - | - | - | n/a |
| 001-72XX-572-4510 General Insurance | - | - | 26,700 | 15,017 | 28,000 | 5% |
| 001-72XX-572-4630 Parks Maintenance | - | - | - | - | - | n/a |
| 001-72XX-572-4621 R & M - Park Structures | - | - | - | - | - | n/a |
| 001-72XX-572-4631 R & M - Liberty | - | - | - | - | - | n/a |
| 001-72XX-572-4650 R & M - Automotive | - | - | - | - | - | n/a |
| 001-72XX-572-4660 R & M - Other Equip&Tools | - | - | - | - | - | n/a |
| 001-72XX-572-4710 Copying Costs | - | - | - | - | - | n/a |
| 001-72XX-572-4720 Printing & Binding | - | - | - | - | - | n/a |
| 001-72XX-572-4890 Special Events | - | - | - | - | - | n/a |
| 001-72XX-572-4945 Credit Card Charges | - | - | - | - | - | n/a |
| 001-72XX-572-4950 Senior Grant Programs | - | - | - | - | - | n/a |
| 001-72XX-572-4951 Youth Programs | - | - | - | - | - | n/a |
| 001-72XX-572-4952 Teen Programs | - | - | - | - | - | n/a |
| 001-72XX-572-4953 Summer Recreation | - | - | - | - | - | n/a |
| 001-72XX-572-4980 Environmental Programs | - | - | - | - | - | n/a |
| 001-72XX-572-5110 Office Supplies | - | - | - | - | - | n/a |
| 001-72XX-572-5210 Fuel - Vehicles | - | - | 7,500 | 3,662 | 7,500 | 0% |
| 001-72XX-572-5215 Fuel - Equipment | - | - | - | - | - | n/a |
| 001-72XX-572-5220 Small Tools & Equipment | - | - | 2,100 | 408 | 1,800 | -14% |
| 001-72XX-572-5230 Uniforms | - | - | 1,000 | 1,441 | 1,300 | 30% |
| 001-72XX-572-5290 Other Operating Supplies | - | - | - | - | - | n/a |
| 001-72XX-572-5410 Membership/Subscriptions | - | - | - | - | - | n/a |
| 001-72XX-572-5510 Training | - | - | - | - | - | n/a |
| SUB-TOTAL | - | - | 37,900 | 21,346 | 39,200 | 3% |
| CAPITAL OUTLAY | | | | | | |
| 001-72XX-572-6310 Capital | - | - | - | - | - | n/a |
| SUB-TOTAL | - | - | - | - | - | n/a |
| GRAND TOTAL | \$- | \$- | \$405,254 | \$275,086 | \$398,278 | -2% |

Library Budget Detail

| | 2018 <u>Actual</u> | 2019 <u>Actual</u> | 2020 <u>Amended Budget</u> | 2020 <u>Projected Year-End</u> | 2021 <u>Adopted Budget</u> | % <u>Change</u> |
|--|-----------------------|-----------------------|-----------------------------------|---------------------------------------|-----------------------------------|--------------------|
| PERSONNEL SERVICES | | | | | | |
| 001-7220-571-1210 Regular Salaries | 229,123 | 240,076 | 262,743 | 239,307 | 271,344 | 3% |
| 001-7220-571-1310 Part-time Salaries | 77,188 | 86,244 | 131,698 | 113,074 | 131,215 | -0% |
| 001-7220-571-1410 Overtime | - | - | - | - | - | n/a |
| 001-7220-571-1530 Bonus | - | - | - | - | - | n/a |
| 001-7220-571-2110 FICA | 22,259 | 23,969 | 30,671 | 26,497 | 31,614 | 3% |
| 001-7220-571-2210 Retirement Contributions | 25,879 | 24,084 | 32,583 | 29,434 | 37,609 | 15% |
| 001-7220-571-2310 Health & Life Insurance | 38,057 | 37,273 | 40,710 | 37,567 | 61,822 | 52% |
| 001-7220-571-2410 Workers Compensation | 662 | 626 | 987 | 525 | 1,007 | 2% |
| 001-7220-571-2710 Car Allowance | - | - | - | - | - | n/a |
| SUB-TOTAL | 393,168 | 412,272 | 499,392 | 446,404 | 534,611 | 7% |
| CONTRACTUAL SERVICES | | | | | | |
| 001-7220-571-3410 Other Contractual Services | - | - | - | - | - | n/a |
| 001-7220-571-3411 Software Maintenance | 2,135 | 2,150 | 2,400 | 2,135 | 2,400 | 0% |
| 001-7220-571-3412 Hardware Maintenance | 1,051 | 976 | 1,000 | 892 | 1,000 | 0% |
| SUB-TOTAL | 3,186 | 3,126 | 3,400 | 3,027 | 3,400 | 0% |
| OPERATING EXPENDITURES | | | | | | |
| 001-7220-571-4010 Travel & Per Diem | 487 | 358 | 900 | - | 900 | 0% |
| 001-7220-571-4110 Communication Services | 7,824 | 8,441 | 9,300 | 5,006 | 9,765 | 5% |
| 001-7220-571-4120 Shipping/Postage | 5 | 172 | 200 | 143 | 200 | 0% |
| 001-7220-571-4310 Electricity | 20,761 | 24,861 | 33,400 | 24,632 | 35,100 | 5% |
| 001-7220-571-4320 Water & Sewer | 4,135 | 4,424 | 5,100 | 4,065 | 5,100 | 0% |
| 001-7220-571-4431 ISF Computer Chargeback | - | - | 2,600 | - | 2,600 | 0% |
| 001-7220-571-4510 General Insurance | 34,382 | 38,389 | 64,900 | 35,592 | 68,100 | 5% |
| 001-7220-571-4620 R & M - Building & Grounds | - | - | 500 | - | 500 | 0% |
| 001-7220-571-4710 Copying Costs | 3,700 | 3,907 | 4,000 | 2,283 | 4,000 | 0% |
| 001-7220-571-4720 Printing & Binding | - | - | - | - | - | n/a |
| 001-7220-571-4890 Special Events | 16,066 | 13,766 | 18,800 | 8,806 | 34,800 | 85% |
| 001-7220-571-5110 Office Supplies | 2,123 | 2,871 | 2,700 | 2,602 | 2,700 | 0% |
| 001-7220-571-5220 Small Tools & Equipment | 809 | - | 360 | 176 | 2,000 | 456% |
| 001-7220-571-5290 Other Operating Supplies | 3,385 | 4,312 | 7,700 | 7,032 | 4,700 | -39% |
| 001-7220-571-5410 Mmbrshps & Subscriptions | 4,660 | 4,224 | 4,800 | 4,709 | 4,800 | 0% |
| 001-7220-571-5510 Training | 185 | 225 | 500 | - | 500 | 0% |
| SUB-TOTAL | 98,522 | 105,950 | 155,760 | 95,046 | 175,765 | 13% |
| CAPITAL OUTLAY | | | | | | |
| 001-7220-571-6320 FF&E | 1,143 | - | - | - | 1,200 | n/a |
| 001-7220-571-6425 Machinery & Equipment | 4,497 | - | - | - | - | n/a |
| 001-7220-571-6610 New Books | 25,932 | 22,482 | 32,800 | 34,150 | 32,800 | 0% |
| 001-7220-571-6620 Digital Media (ebooks) | 25,401 | 24,491 | 25,200 | 20,746 | 30,200 | 20% |
| 001-7220-571-6630 Children's Books | 11,958 | 18,138 | 20,000 | 2,967 | 20,000 | 0% |
| 001-7220-571-6640 Multimedia | 7,034 | 2,530 | 8,200 | 2,456 | 8,200 | 0% |
| SUB-TOTAL | 75,965 | 67,641 | 86,200 | 60,319 | 92,400 | 7% |
| GRAND TOTAL | \$570,841 | \$588,989 | \$744,752 | \$604,796 | \$806,176 | 8% |

Non-Departmental Budget Detail

| | | 2018 Actual | 2019 Actual | 2020 Amended Budget | 2020 Projected Year-End | 2021 Adopted Budget | % Change |
|------------------------|--------------------------------|----------------|----------------|---------------------------|-------------------------------|---------------------------|-------------|
| PERSONNEL SERVICES | | | | | | | |
| 001-9901-519-1530 | Bonus | - | - | - | - | - | n/a |
| 001-9901-519-2310 | Insurance | - | - | - | - | - | n/a |
| 001-9901-519-2510 | Unemployment Compensation | 3,436 | 3,329 | 30,000 | 8,126 | 30,000 | 0% |
| 001-9901-519-2620 | Tuition Reimbursement | 938 | - | - | - | - | n/a |
| | SUB-TOTAL | 4,374 | 3,329 | 30,000 | 8,126 | 30,000 | 0% |
| CONTRACTUAL SERVICES | | | | | | | |
| 001-9901-519-3160 | Lobbyist | - | 20,000 | 40,000 | 46,667 | 40,000 | 0% |
| 001-9901-519-3410 | Other Contractual Services | 151,479 | 335,376 | 402,000 | 210,532 | 128,500 | -68% |
| | SUB-TOTAL | 151,479 | 355,376 | 442,000 | 257,199 | 168,500 | -62% |
| OPERATING EXPENDITURES | | | | | | | |
| 001-9901-519-4310 | Electricity | 7,750 | 10,716 | 13,500 | 11,102 | 14,200 | 5% |
| 001-9901-519-4320 | Water & Sewer | 1,089 | 1,055 | 1,400 | 1,031 | 1,400 | 0% |
| 001-9901-519-4730 | Printing & Binding-Newsletter | - | 1,455 | 1,000 | 2,762 | 1,000 | 0% |
| 001-9901-519-4890 | Other Misc Special Events | 2,031 | - | - | - | - | n/a |
| 001-9901-519-4910 | Advertising | 2,791 | 34,852 | 3,000 | - | 3,000 | 0% |
| 001-9901-519-4960 | Employee Events | 11,094 | 10,935 | 19,210 | 12,174 | 17,200 | -11% |
| 001-9901-519-4965 | Schools | 12,000 | 6,000 | 10,000 | 6,000 | 12,000 | 20% |
| 001-9901-519-4970 | Disaster Preparedness | 5,000 | 5,000 | 9,200 | - | 9,200 | 0% |
| 001-9901-519-4990 | Other Current Charges | 6,565 | 128 | 10,000 | 7,154 | 10,000 | 0% |
| 001-9901-519-5210 | Fuel- Vehicles | - | - | 15,000 | - | - | -100% |
| | SUB-TOTAL | 48,320 | 70,141 | 82,310 | 40,223 | 68,000 | -17% |
| GRANTS & AIDS | | | | | | | |
| 001-9901-519-8210 | Aid To Private Organizations | 35,628 | 39,455 | 42,820 | 37,981 | 44,070 | 3% |
| 001-9901-519-8220 | Parkland Historical Soc | - | - | - | - | - | n/a |
| 001-9901-519-8310 | Aid To Others- Chinese Drywall | - | - | - | - | - | n/a |
| | SUB-TOTAL | 35,628 | 39,455 | 42,820 | 37,981 | 44,070 | 3% |
| OTHER USES | | | | | | | |
| 001-9901-519-9500 | Reserve | - | - | - | - | - | n/a |
| 001-9901-519-9910 | Contingency | - | - | 200,000 | - | 150,000 | -25% |
| | SUB-TOTAL | - | - | 200,000 | - | 150,000 | -25% |
| | GRAND TOTAL | \$239,801 | \$468,301 | \$797,130 | \$343,529 | \$460,570 | -42% |

Emergency Operations Budget Detail

| | 2018 <u>Actual</u> | 2019 <u>Actual</u> | 2020 <u>Amended Budget</u> | 2020 <u>Projected Year-End</u> | 2021 <u>Adopted Budget</u> | % <u>Change</u> |
|---|-----------------------|-----------------------|-----------------------------------|---------------------------------------|-----------------------------------|--------------------|
| PERSONNEL SERVICES | | | | | | |
| 001-9915-525-1210 Regular Salaries | - | - | - | - | - | n/a |
| 001-9915-525-2110 FICA | - | - | - | - | - | n/a |
| 001-9915-525-2210 Retirement Contributions | - | - | - | - | - | n/a |
| SUB-TOTAL | - | - | - | - | - | n/a |
| CONTRACTUAL SERVICES | | | | | | |
| 001-9915-525-3471 Debris Removal | 843,856 | - | - | - | - | n/a |
| 001-9915-525-3472 Emergency Protect Measure | - | - | - | - | - | n/a |
| 001-9915-525-3473 Roads & Bridges | - | - | - | - | - | n/a |
| 001-9915-525-3474 Buildings & Equipment | - | - | - | - | - | n/a |
| 001-9915-525-3475 Parks, Recreation Areas | - | - | - | - | - | n/a |
| SUB-TOTAL | 843,856 | - | - | - | - | n/a |
| OPERATING EXPENDITURES | | | | | | |
| 001-9915-525-4971 Debris Removal | - | - | - | - | - | n/a |
| 001-9915-525-4972 Emergency Protect Measure | - | - | - | 30,388 | - | n/a |
| 001-9915-525-4973 Roads & Bridges | - | - | - | - | - | n/a |
| 001-9915-525-4974 Buildings & Equipment | - | - | - | - | - | n/a |
| 001-9915-525-4975 Parks, Recreation Areas | - | - | - | - | - | n/a |
| SUB-TOTAL | - | - | - | 30,388 | - | n/a |
| GRAND TOTAL | \$843,856 | \$- | \$- | \$30,388 | \$- | n/a |

Debt Service Budget Detail

| | 2018 <u>Actual</u> | 2019 <u>Actual</u> | 2020 <u>Amended Budget</u> | 2020 <u>Projected Year-End</u> | 2021 <u>Adopted Budget</u> | % <u>Change</u> |
|--|-----------------------|-----------------------|-----------------------------------|---------------------------------------|-----------------------------------|--------------------|
| DEBT SERVICE | | | | | | |
| 001-9910-517-7110 Principal- Bank of America | 512,021 | 520,761 | 580,000 | 545,156 | 580,000 | 0% |
| 001-9910-517-7130 Principal- SunTrust | 415,000 | 427,000 | 439,000 | 439,000 | 439,000 | 0% |
| 001-9910-517-7210 Interest- Bank of America | 207,403 | 198,664 | 142,000 | 174,269 | 142,000 | 0% |
| 001-9910-517-7230 Interest- SunTrust | 156,617 | 144,870 | 133,000 | 132,790 | 133,000 | 0% |
| 001-9910-517-7310 Fees | - | - | 1,250 | - | 1,203,750 | 96200% |
| SUB-TOTAL | 1,291,041 | 1,291,295 | 1,295,250 | 1,291,215 | 2,497,750 | 93% |
| GRAND TOTAL | \$1,291,041 | \$1,291,295 | \$1,295,250 | \$1,291,215 | \$2,497,750 | 93% |

Abbreviations & Acronyms

| | |
|------------|---|
| ACT | American College Testing |
| ADA | Americans with Disabilities Act |
| ALS | Advanced Life Support |
| BSO | Broward Sheriff's Office |
| BTR | Business Tax Receipt |
| CAD | Computer Aided Dispatch |
| CAFR | Comprehensive Annual Financial Report |
| CDBG | Community Development Block Grant |
| CEMP | Comprehensive Emergency Management Plan |
| COLA | Cost of Living Adjustment |
| CPI | Consumer Price Index |
| CSFD | Coral Springs Fire Department |
| DRC | Design Review Committee |
| EMS | Emergency Medical Service |
| EMT | Emergency Medical Technician |
| EOC | Emergency Operations Center |
| FDOT | Florida Department of Transportation |
| FSA test | Florida Standards Assessments |
| FF&E (FFE) | Furniture-Fixtures-Equipment |
| FPL | Florida Power & Light |
| FTE | Full Time Equivalent (employee) |
| FY | Fiscal Year |
| GAAP | Generally Accepted Accounting Principles |
| GASB | Governmental Accounting Standards Board |
| GDP | Gross Domestic Product |
| GFOA | Government Finance Officers Association |
| HMO | Health Maintenance Organization |
| HOA | Homeowners' Association |
| HR | Human Resources |
| IT | Information Technology |
| LAN | Local Area Network |
| MPO | Broward Metropolitan Planning Organization |
| NIMS | National Incident Management System |
| NPDES | National Pollutant Discharge Elimination System |
| NSID | North Springs Improvement District |
| P-Card | Procurement Card System |
| P-REC | Parkland Recreation & Enrichment Center |
| P&R | Parks and Recreation |
| P/T | Part Time |
| PW | Public Works |
| RecTrac | Recreation Management Software |
| SAT | Scholastic Aptitude Test |
| SRO | School Resource Officer |
| STAR | Special Tactics & Response |
| TRIM | Truth In Millage |
| UCR | Uniform Crime Reporting |
| YTD | Year to Date |

Glossary

| | |
|---|---|
| Account | An accounting concept used to capture the economic essence of an exchange or exchange-like transaction. Accounts are used to classify and group similar transactions. Account types include: revenue, expense/expenditure, asset, liability & fund balance/equity. |
| Accrued Interest | The dollar amount of interest, based on the stated interest rate, which has accumulated on a bond from (and including) the most recent interest date or other stated date, up to (but not including) the due date of the interest payment |
| Ad Valorem Tax | Commonly referred to as property taxes, are levied on both real and personal property based upon the property's assessed valuation and the millage rate. |
| Adopted Budget | The final budget that is formally approved by the City Commission. |
| Amended Budget | The adopted budget as formally adjusted by the City Commission |
| Amortization | The reduction of debt through regular payments of principal and interest sufficient to retire the debt instrument at a predetermined date known as maturity. |
| Annualize | To adjust or calculate to reflect a rate or cost for a full year. |
| Appropriated Budget | The expenditure authority created by the appropriation bills or ordinances that are signed into law and related estimated revenues. The appropriated budget would include all reserves, transfers, allocations, supplemental appropriations, and other legally authorized legislative and executive changes. |
| Appropriation | A legal authorization to incur obligations and to make expenditures for specific purposes. |
| Assessed Property Value | The value set upon real estate or other property by the County Property Appraiser and the State as a basis for levying ad valorem taxes. |
| Asset | Tangible or intangible, passive or active resources owned or held by a government which possess service potentials which generally are utilized (consumed) in the delivery of municipal services. |
| Authorized Positions | Employee positions, which are authorized/funded in the adopted budget. |
| Balanced Budget | A budget in which planned funds or revenues available are equal to fund planned expenditures. |
| Basis of Accounting: Accrual Modified Accrual Cash | The timing of recognition, that is, when the effects of transactions or events should be recognized for financial reporting purposes. <ul style="list-style-type: none"> Accrual basis: recognizes the financial effect of transactions, events, and interfund activities when they occur, regardless of the related cash flows. Modified Accrual basis: which (a) revenues are recognized in the accounting period in which they become available and measurable and (b) expenditures are recognized in the accounting period in which the fund liability is incurred, if measurable, except for un-matured interest on general long-term debt and certain similar accrued obligations, which should be recognized when due Cash basis: transactions or events are recognized when related cash amounts are received or disbursed |
| Basis Point | Equal to 1/100 of one percent. If interest rates rise from 7.50 percent 7.75 percent, the difference is referred to as an increase of 25 basis points. |
| Benchmark | A point of reference, anchored either in experiences of peer municipalities (when available) or prior City performance, against which performance results may be measured or judged. |
| Bond | A long-term debt obligation primarily used to finance capital projects or other long-term obligations. A bond represents a promise to repay a specified sum of money called the face value or principal amount at a specified maturity date or dates in the future, together with periodic interest at a specified rate. |

Glossary

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|---|---|
| Bond Issue | A borrowing based upon certificates of debt containing a promise to pay a specified sum of money (face value or principal) at a specified date or dates in the future (maturity date-usually annually) together with periodic interest (usually semi-annually) at a specified rate. |
| Budget | An operational guide of planned financial activity for a specified period of time (fiscal year or project length) estimating all anticipated revenues and expected expenditures/expenses for the budget period. A policy document, which communicates programmatic goals and objectives and the anticipated means for achieving them. |
| Budget Message | An executive-level overview of the budget delivered by the City Manager to the Mayor and City Commissioners. It discusses the major City issues and the proposed means of dealing with them, highlights key experiences during the current fiscal year, and indicates how budgetary plans will meet the City's objectives. The budget message is normally the first comprehensive public statement of the City's plans for the upcoming fiscal year. |
| Capital Assets | Assets of significant value that meet or exceed the capitalization threshold and have a useful life extending beyond a single accounting period. Capital assets are also called "fixed assets," and may include land; improvements to land; easements; buildings; building improvements; machinery; equipment; vehicles; infrastructure; works of art and historical treasures; and all other tangible or intangible assets that are used in operations and have initial useful lives extending beyond a single reporting period. |
| Capital Budget | The budget costs to provide needed infrastructure, park development, building construction or rehabilitation and other related items. |
| Capital Equipment | Physical plant and equipment with an expected life of five years or more. |
| Capital Lease | An agreement conveying the right to use property, plant or equipment usually for a stated period of time where the lessee assumes all the risks and rewards of ownership. |
| Capital Projects Fund | Acquisition and construction of major capital facilities as well as account for financial resources to be used for the purchase of equipment and the construction of major improvements to City facilities. |
| Capital Replacement Fund | Internal Services Fund used to account for equipment purchased for departments on a cost-reimbursement basis. |
| Capitalized Interest | When interest cost is added to the cost of an asset and expensed over the useful life of the asset. |
| Charges for Services | These refer to program revenues, which finance in part or in whole the provision of a particular service. |
| Chart of Accounts | The classification system used by a City to organize the accounting records. |
| Code Red | The City emergency resident and business notification system. |
| Comprehensive Annual Financial Report (CAFR) | This official annual report presents the status of the City's finances in a standardized format. The CAFR is organized by fund and contains two basic types of information: a balance sheet that compares assets with liabilities and fund balance; and an operating statement that compares revenues and expenditures. |
| Contingency | A budgetary reserve set aside for emergencies or unforeseen expenditures not otherwise budgeted. If the funds are not used, the funds lapse at year end. |
| Contractual Services | Services rendered to a government by private firms, individuals, or other governmental agencies. Examples include Fire Services, Police Services, maintenance agreements, and professional consulting services. |
| Core Service | A principal service or product delivered by a program or department that is necessary to the successful operation of the City. Often, core services are part of the mission of the program or department. |
| Cost Allocation | Method designed to transfer direct or indirect costs from a primary account/function to one or more secondary accounts/functions for administration/support services provided to those activities. |

Glossary

| | |
|--|--|
| Cost-of-living Adjustment (COLA) | An increase in salaries to offset the adverse effect of inflation on compensation. |
| Debt | An obligation resulting from the borrowing of money or from the purchase of goods and services on credit. |
| Debt Limit | The maximum amount of debt which the City is permitted to incur. |
| Debt Service | The cost of paying principal and interest on borrowed money according to a predetermined payment schedule. |
| Deficit | The excess of liabilities over assets, or expenditures over revenues, in a fund over an accounting period. |
| Demand Indicator | A performance measurement indicator that measures the level of need (e.g. total number of calls received in a period of time). |
| Department | An organizational unit of government, which is functionally unique in its delivery of services. |
| Depreciation | A method of cost allocation to recognize the decline in service potentials of capital assets attributable to wear and tear, deterioration, action of the physical elements, inadequacy or obsolescence. |
| Designated | Funds that have been identified for a specific purpose. This differs from reserved funds, in that there is no legal requirement for funds that have been designated. |
| Disbursements | The payment of monies by the City from a bank account or cash fund. |
| Distinguished Budget Presentation Program | A voluntary program administered by the Government Finance Officers Association to encourage governments to publish efficiently organized and easily readable budget documents and to provide peer recognition and technical assistance to the fiscal officers preparing them. |
| Division | An organizational sub-unit of a department, with responsibility for carrying out a more specific function. An example would be the Facilities Division within Public Works. |
| Effectiveness Indicator | A performance measurement indicator that measures the impact of an activity, customer satisfaction. |
| Efficiency Indicator | A performance measurement indicator that measures the relationship between output and service costs. |
| Encumbrances | Obligations incurred in the form of orders, contracts and similar items that will become payable when goods are delivered or services rendered. |
| Enterprise Fund | A proprietary fund used to account for business-like operations of a government to provide goods and or services to the general public. The intent is that enterprise fund operations should be supported by user fees on a cost recovery basis. The periodic determination of revenues and expenses is appropriate for capital maintenance, management control, or other public policy. An example of an enterprise fund is the Utility Fund (Water and Sewer). |
| Escrow | Money or property held in the custody of a third party that is returned only after the fulfillment of specific conditions. |
| Existing Resources | Includes beginning surplus, estimated budget savings and appropriated fund balance. |
| Expenditure | The incurring of a liability, the payment of cash, or the transfer of property for the purpose of acquiring an asset, or a service or settling a loss. |
| Expense | Charges incurred (whether paid immediately or unpaid) for operations, maintenance, interest or other charges. Decreases the net assets of the fund. |

Glossary

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| Face Value | The value of a bond at maturity, also called par value. |
| Fair Value | Amount at which an investment or capital asset could be exchanged in a current transaction, other than a forced or liquidation sale, between willing parties. Certain investments or capital asset exchanges are required by the FASB and GASB to be reported at fair value. |
| Fiduciary Trust Fund | A fund used to account for assets held by the City as trustee for others. |
| Fines and Forfeitures | Consists of a variety of fees, fines and forfeitures collected by the State Court System. |
| Fiscal Policy | A government's policies with respect to revenues, spending, and debt management as these relate to government services, programs and capital investment. Fiscal policy provides an agreed-upon set of principles for the planning and programming of government budgets and their funding. |
| Fiscal Year | Any period of 12 consecutive months designated as the budget year. The City's budget year begins October 1st and ends September 30th. |
| Fixed Asset | A durable item, with a long-term nature of use, a normal expected life of one year or more, and a value of \$1,000 or more at the time of acquisition. (See also: Capital Asset) |
| Five-Year Capital Plan | A plan for capital expenditures to be incurred each year over a five-year period to meet capital needs. |
| Fleet | Vehicles and equipment (e.g. mowers, arrow boards) owned and operated by the City. |
| Forfeiture | The automatic loss of property, including cash as a penalty for breaking the law, or as compensation for losses resulting from illegal activities. Once property has been forfeited, the City may claim it, resulting in confiscation of the property. |
| Franchise Bonds | Bonds for the payment of which franchise revenues are pledged. |
| Franchise Fee | Charges to utilities for exclusive/non-exclusive rights to operate within municipal boundaries. Examples are electricity, telephone, cable television, and solid waste. |
| Full-Time Equivalent (FTE) Position | A part-time position converted to the decimal equivalent of a full-time position based on 2,080 hours per year. |
| Fund | An accounting and reporting entity with a self-balancing set of accounts. Funds are created to establish accountability for revenues and expenses, which are segregated for the purpose of carrying out a specific purpose or range of activities. |
| Fund Balance | The difference between assets and liabilities reported in a governmental or trust fund. The fund balance may be reserved for various purposes, or the fund balance may be unreserved. |
| GAAP | Generally Accepted Accounting Principles. The conventions, rules, and procedures that serve as the norm for the fair presentation of financial statements. |
| General Fund | A governmental fund established to account for resources and uses of general operating functions of City departments. Resources are, in the majority, provided by taxes. |
| General Obligation Bonds | Bonds for the payment of which the full faith and credit of the issuing government are pledged. |
| Governmental Funds | Funds used to account for the acquisition, use and balances of expendable financial resources and the related current liabilities, except those accounted for in proprietary and fiduciary funds. |
| Grant | A contribution by one governmental unit to another unit. The contribution is usually made to aid in the support of a specified function. |

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| Homestead Exemption | Pursuant to the Florida State Constitution, the first \$50,000 of assessed value of a home which the owner occupies as principal residence is exempt from the property tax. |
| Indirect Cost | A cost necessary for the functioning of the organization as a whole, but which cannot be directly associated with a particular functional category. |
| Inflation | A rise in price levels caused by an increase in available funds beyond the proportion of available goods. |
| Infrastructure | Public domain fixed assets including roads, bridges, curbs, gutters, sidewalks, drainage systems, lighting systems and other items that have value only to the City. |
| Interest Income | Revenue associated with the City cash management activities of investing fund balances. |
| Interfund Transfers | Administrative fees charged to other funds (e.g. Equipment Replacement Fund) for the provision of administrative and other City services. |
| Intergovernmental Revenue | Revenue received from or through the Federal, State, or County government. Includes Municipal Revenue Sharing, Alcoholic Beverage Tax, Half Cent Sales Tax and Municipal Fuel Tax Rebate. |
| Interlocal Agreement | A contractual agreement between two or more governmental entities. |
| Internal Service Fund | A fund established to account for an entity which provides goods and services to other City entities and charges those entities for the goods and services provided. |
| Law Enforcement Fund | Special Revenue Fund used to account for revenues derived from the enforcement of the Florida Contraband Act. Expenditures are restricted to the purchase of law enforcement equipment. |
| Levy | To impose taxes, special assessments or service charges for the support of governmental activities. Also, the total amount of taxes, special assessments and service charges imposed by the City. |
| Line-item Budget | A detailed expense or expenditure budget, generally classified by object within each organizational unit. |
| Long-term Debt | Debt with a maturity of more than one year after the date of issuance. Ordinarily used to finance long-lived assets or other long-term obligations. |
| Major Funds | Funds with revenues, expenditures/expenses, assets, or liabilities (excluding extraordinary items) that are at least 10% of corresponding totals for all governmental or enterprise funds and at least 5% of the aggregate amount for all government and enterprise funds for the same item. |
| Mandate | A requirement from a higher level of government that a lower level of government perform a task in a particular way or standard. |
| Market Value | The appraised value assigned to property by the County Property Appraiser. Typically, this value represents "Fair Market Value" less estimated selling expenses. |
| Measurement | A process for determining how a program is accomplishing its mission through the delivery of products, services, or processes. |
| Mill | A taxation unit equal to one dollar of tax obligation for every \$1,000 of assessed valuation of property. |
| Millage | The total tax obligation per \$1,000 of assessed valuation of property. |
| Mission Statement | The statement that identifies the particular purpose and function of a department. |
| Municipal Code | A collection of laws, rules and regulations that apply to the City and its citizens. |

Glossary

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| Net Budget | The legally adopted budget less all interfund transfers and interdepartmental charges. |
| Non-Departmental | Activities, revenues and expenditures that are not assigned to a department. |
| Non-Major Funds | Funds that fail the test defining major funds in one or more aspects. Major funds have revenues, expenditures/expenses, assets, or liabilities (excluding extraordinary items) that are at least 10% of corresponding totals for all governmental or enterprise funds and at least 5% of the aggregate amount for all government and enterprise funds for the same item. |
| Objective | Something to be accomplished in specific, well-defined, and measurable terms and that is achievable within a specific time frame. |
| Obligation | A commitment, encumbrance or liability that a government may be legally required to meet out of its resources. They include indebtedness of any kind, actual liabilities and un-liquidated encumbrances. |
| Operating Budget | A budget for general revenues and expenditures such as salaries, utilities, and supplies. |
| Operating Expenses | The cost for personnel, materials and equipment required for a department to function. Another example would be Proprietary Fund expenses related directly to the primary activities of the fund. |
| Operating Lease | A lease that is paid out of current operating income rather than capitalized. |
| Operating Revenues | Money that the government receives as income to pay for ongoing operations. It includes such items as taxes, fees from specific services, interest earnings, and grant revenues. Operating revenues are used to pay for day-to-day services. |
| Ordinance | A formal legislative enactment by the City that carries the full force and effect of the law within corporate boundaries of the City unless in conflict with any higher form of law, such as state or federal. |
| Outcomes | Quality performance measures of effectiveness and of achieving goals. (e.g., customer satisfaction, awareness level, etc.) |
| Outputs | Process performance measures of efficiency and productivity. (e.g., per capita expenditures, transactions per day, etc.) |
| Par Value | 100% of the face value of the security. In the case of bonds, the amount of principal that must be paid at the maturity date. |
| Park Improvement Fund | A Special Revenue Fund used to account for revenues and expenditures for capital improvements. |
| Pay-as-You-Go Basis | A method for paying for capital projects that relies on current tax and grant revenues rather than on debt. |
| Per Capita | A measurement of the proportion of some statistic to an individual resident determined by dividing the statistic by the current population. |
| Performance Budget | A budget wherein expenditures are based primarily upon measurable performance of activities and work programs. |
| Performance Measure | Data collected to determine how effective and/or efficient a program is in achieving its goals. |
| Permit Revenue | Fees imposed for construction-related activities that occur within city limits. |
| Present Value | The discounted value of a future amount of cash, assuming a given rate of interest, to take into account the time value of money. |
| Principal | A term used to describe repayments of the face value or par value of debt obligations exclusive of interest. |
| Prior-Year Encumbrances | Obligations/commitments from the previous fiscal year, which are carried forward to the subsequent fiscal year, and become chargeable as an appropriation in that following period. |

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| Privatization | An act of outsourcing a program or process to a non-governmental entity. |
| Program | Group activities, operations or organizational units directed to obtaining specific objectives and achievements and budgeted as a sub-unit of a department. |
| Property Tax | A tax levied on the assessed value of real and personal property. This tax is also known as ad valorem tax. |
| Proprietary Fund | Enterprise and internal service funds that are similar to corporate funds, in that they are related to assets, liabilities, equities, revenues, expenses and transfers determined by business or quasi-business activities. |
| Public Service Level | Services provided by departments that indicate volume, frequency or level of service provided. |
| Reserves | A portion of the fund balance or retained earnings legally segregated for specific purposes. |
| Resolution | A legislative act by the City with less legal formality than an ordinance. |
| Resources | Reflects funding that is available for appropriation, such as revenues, debt proceeds, transfers from other funds and existing resources. |
| Retained Earnings | An account that reflects accumulated net earnings (or losses) of an enterprise or internal service fund. As in the case of fund balance, retained earnings may include certain reservations of fund equity. |
| Revenue | Inflows of resources to finance the operations of government. Increases the net assets of the fund. |
| Revenue Bond | This type of bond is secured by the pledging of specified sources of revenue other than ad valorem taxes, and not the full faith, credit and taxing power of the government. Generally, voter approval is not required prior to issuance of such obligations. |
| Rolled-Back Rate | The operating millage rate required to raise the same ad valorem tax revenues as were levied in the prior year, exclusive of new construction, additions to structures, deletions and property added. |
| Sales Tax | A tax imposed on the taxable sales of all final goods. |
| Save Our Homes | The "Save Our Homes" (SOH) Amendment in Florida's Constitution was intended to prevent homeowners from being taxed out of their homes due to rapidly rising real estate values. The year after the property first receives homestead exemption, an annual increase in assessment shall not exceed the lower of the following: (1) three percent of the assessed value of the property for the prior year; or (2) the percentage change in the Consumer Price Index (CPI). |
| Shared Revenue | Revenue that is earned by one governmental unit but that are shared, usually on a predetermined basis, with other units or classes of governments. |
| Special Assessment | A compulsory levy made against certain properties to defray part or all of the cost of a specific improvement or service deemed to primarily benefit those properties. |
| Special Revenue Fund | A fund used to account for the revenues legally restricted to expenditures for a particular purpose. |
| Strategic Plan | A document outlining Parkland's vision, mission, long-term goals, and policy and management agendas. |
| Structurally Balanced Budget | A budget in which current revenues equal or exceed current expenditures. |
| Taxes | Charges levied by a government for the purpose of financing services performed for the common benefit of the people. This term does not include specific charges made against particular persons or property for current or permanent benefit, such as special assessments or user fees. |
| Taxable Value | The assessed value less homestead and other exemptions, if applicable. |

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| Transfers In/Out | Amounts transferred from one fund to another to assist in financing the services for the recipient fund, or for repayment of funds previously received from the recipient fund. |
| Transport Fees | The cost to provide ambulance transportation for patients from home to hospital. |
| Truth in Millage | The Florida Truth in Millage Act (TRIM) serves to formalize the property tax levying process by requiring a specific method of tax rate calculation, form of notice, public hearing requirements and advertisement specifications prior to the adoption of a budget tax rate. The effect of TRIM is to inform taxpayers that their property taxes are changing (up or down), the cause (a change in the assessed value of their property and/or and increase in the proposed spending level) and how the proposed new tax rate compares to the rate that would generate the same property tax dollars as the current year (the "rolled-back" rate). |
| Unappropriated | Not obligated for specific purposes. |
| Unencumbered Balance | The amount of an appropriation that is neither expended nor encumbered. It is essentially the amount of money still available for future purposes. |
| Unreserved Fund Balance | The portion of a fund's balance that is not restricted for a specific purpose and is available for general appropriation |
| Unrestricted Fund Balance | This refers to the cumulative value of the excess of revenues over expenses/ expenditures remaining from prior years, which are available for appropriation and expenditure in the current year. In the government-wide or proprietary fund statement of net assets, this is named "Net Assets – Unrestricted". |
| Useful Life | The period of time that a fixed asset is able to be used. This can refer to a budgeted period of time for an equipment class or the actual amount of time for a particular item. |
| User Fee | The payment of a fee for direct receipt of a public service by the party who benefits from the service. |
| Utility Service Tax | Taxes levied on consumer consumption of utility services provided in the City. The tax is levied as a percentage of gross receipts. |
| Working Capital | Excess of current assets over current liabilities. This measure largely depends upon the availability of cash and cash equivalents that may be used to satisfy immediate cash needs. |
| Workload Indicator | A performance measurement indicator that measure the quality of activity or how much was done. (e.g., number of permit applications received, number of fire service calls). |

City of Parkland, Florida Fiscal Year 2021 Budget

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