



AGENDA

APOPKA CITY COUNCIL MEETING @ 7:00 PM
City Hall Council Chamber
120 East Main Street – Apopka, Florida 32703
September 09, 2015

PUBLIC HEARING
TENTATIVE MILLAGE RATE
TENTATIVE 2015-2016 ANNUAL BUDGET

INVOCATION

Carmen Ruiz-Ore

PLEDGE OF ALLEGIANCE

PUBLIC HEARINGS

- A. ANNOUNCE AND ADOPT MILLAGE RATE OF 3.5876 WHICH IS 17% ABOVE THE ROLLBACK RATE OF 3.0662.
- B. ADOPT TENTATIVE BUDGET WITH ANY BUDGET ADJUSTMENTS.
- C. ANNOUNCE FINAL BUDGET MILLAGE RATE HEARINGS -
September 23, 2015 at 7:00 p.m.
- D. ADJOURNMENT

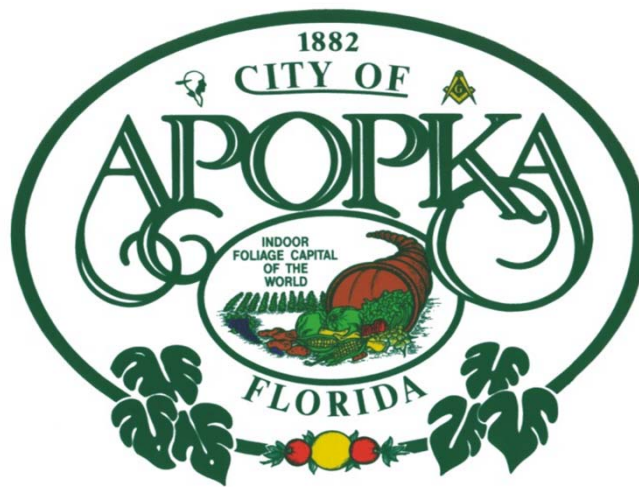
All interested parties may appear and be heard with respect to this agenda. Please be advised that, under state law, if you decide to appeal any decision made by the City Council with respect to any matter considered at this meeting or hearing, you will need a record of the proceedings, and that, for such purpose, you may need to ensure that a verbatim record of the proceedings is made, which record includes a testimony and evidence upon which the appeal is to be based. The City of Apopka does not provide a verbatim record.

prior to the proceeding.

Backup material for agenda item:

B. ADOPT TENTATIVE BUDGET WITH ANY BUDGET ADJUSTMENTS.

City of Apopka, Florida



Budget Workshop Fiscal Year 2015-2016

**CITY OF APOPKA
ANNUAL BUDGET
FOR THE 2015-16 FISCAL YEAR
10/01/2015 THROUGH 09/30/2016**

***** *Proposed* *****



CITY COUNCIL

**JOSEPH E. KILSHEIMER
J. WILLIAM ARROWSMITH
BILLIE L. DEAN
DIANE VELAZQUEZ
SAM RUTH**

**MAYOR
VICE MAYOR
COMMISSIONER
COMMISSIONER
COMMISSIONER**

GLENN A. IRBY, CITY ADMINISTRATOR
PAMELA N. BARCLAY, CPA, FINANCE DIRECTOR

CITY OF APOPKA READERS GUIDE

What is included in this document?

This guide is intended to help the reader understand the information available in this budget binder and how it is organized. This binder contains the 2015-2016 Proposed Annual Budget for the City of Apopka and includes the detailed requests from each department head for the upcoming fiscal year. The "requests" have been reviewed by the Mayor and City Administrator, and their adjustments are detailed on each worksheet as well.

A "Budget Message" is provided to describe the factors used to balance the budget and the budget highlights and priorities for the upcoming fiscal year. A comparative summary of all Orange County City Millage rates has also been included for your information.

How to read this document

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

Colored sheets have been inserted into the document to separate the various funds. The General Fund is shown first followed by the Special Revenue funds and then the Enterprise funds.

Behind each "fund sheet" are graphs showing total expenditures and total revenues. The graphs are followed by a budget summary spreadsheet, which lists the revenues and expenditures in four columns for comparative purposes; 2014 Actual, 2015 Budget, 2015 Estimate, and 2016 Requested/Proposed. The 2015 Estimate is our "best guess" of the anticipated revenue and/or expense to result at year end and has been calculated based on results experience thru May 2015.

Each Department Head's request worksheets have been included within this document and appear behind their respective index tab.

Any questions?

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

**CITY OF AOPKA
MAYOR'S OFFICE**

BUDGET CALENDAR

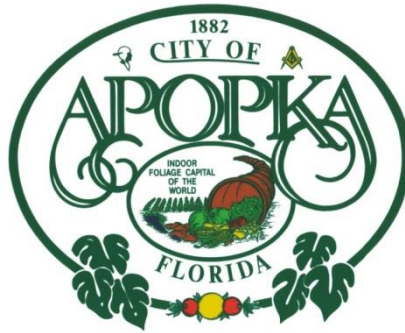
DATE	RESPONSIBLE PARTY	REQUIRED ACTIVITY	REQUIREMENT REFERENCE
3/15/2015	Finance Director	Distribute budget worksheets to departments for developing preliminary FY2016 budget.	
4/15/2015	Department Directors	Preliminary budget worksheets are due from all Departments.	
On or before 6/1/2015	Property Appraiser	Estimated taxable values are submitted to the City.	Florida Statutes
5/15-5/29/2015	Mayor & City Administrator	Discussions with each department concerning their requests.	
On or before 7/1/2015	Property Appraiser	Certified taxable values (DR420) are submitted to the City.	Florida Statutes
7/20-7/24/2015	Mayor & City Administrator	Budget work sessions with City Council (All Fund Types).	
Not later than 8/1/2015	Mayor & City Administrator	Proposed budget is submitted to the City Council.	City Charter
Not later than 8/1/2015	City Council	Tentative millage rate is set, and public hearing dates are determined.	
Not later than 8/1/2015	Finance Director	DR-420 is submitted to the Property Appraiser.	Florida Statutes
9/2/2015	City Council	First reading and first public hearing on proposed budget.	Florida Statutes
9/16/2015	City Council	Second reading second public hearing; Adoption of budget for FY2016.	Florida Statutes
10/1/2015	Finance Director	Copies of adopted budget are distributed to City staff and posted on Website	



AMENDMENTS AFTER ADOPTION:

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

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



July 2, 2015

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

The Finance Department is pleased to present the proposed annual operating and capital budget for the City of Apopka, Florida for the fiscal year October 1, 2015 through September 30, 2016 (FY16). The proposed budget was prepared in accordance with generally accepted accounting principles and all applicable City, State, and Federal requirements. We believe this budget will successfully meet the challenges before us and set the stage for our continued success.

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

Introduction

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

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

Proposed Budget Presentation

The proposed annual operating and capital budget is presented by fund and is broken down into four sections: City-Wide Budget, General Fund Budget, Special Revenue Budgets and Enterprise Budgets. The City-Wide section includes a combined budget comprised of all funds represented into a total budget for fiscal year 2016. The General Fund section is the largest section and includes the basic operations of the City. The budget is broken down by department/division and the worksheets detailing all line item budget requests received from each department/division have been included to support the numbers included. The Special Revenue Budgets section details the budgets for the all funds collected by the city to be used for specific

purposes. These funds include impact fees, law enforcement funds, grants, etc. The last and final section includes the budgets for the enterprise funds; Utility Operations and Impact Fees, Sanitation and Airport.

Budget in Brief

The proposed FY 2016 budget totals \$87,416,535 for all funds. This represents an increase of \$17,879,865 or 25.7% over the 2015 budget. This sizable increase can be explained by inclusion of some large enterprise and special revenue capital projects scheduled to begin during the upcoming year. Capital needs for the General Fund have been limited to only purchases where outside funding sources such as capital leases, vendor financing and grants, were available. The FY16 proposed budget is balanced, prudent, and responsive to the community.

Budget Highlights

Significant factors included in the proposed budget include:

- a millage rate of \$3.2876 per \$1,000 of assessed value
- no increase in utility rates, although a rate study is currently being conducted to assess the feasibility for changes.
- no new positions in the workforce, even though city staff requested 36 additional positions including 10 additional police officers
- personnel costs limited to merit based increases and estimated 10% increase in insurances
- City Management cut the originally requested budget needs by more than \$6.7 Million in order to balance the budget.
- Capital outlay in the General Fund was limited to \$1.5 Million of the \$4.6 Million requested and includes a new financial software package, vehicles, ambulance, EMS stretchers, and some large mowers and heavy equipment. The proposed budget also includes expenditures of \$12 Million for a new sewer plant, \$858K in various utility upgrades, \$977K for three new garbage trucks, \$2.5 Million in transportation and street improvements, and \$400K for stormwater drainage improvements.

Budget Priorities

The FY 2016 budget includes a number of maintenance and growth related projects and enhancements to customer service to include, but are not limited to, the following:

- Financial Software Package
- Twenty Four new police vehicles
- Ambulance
- Three Garbage Trucks
- Five Mowers
- Stormwater drainage upgrades
- New sidewalks
- Water, reclaimed water and wastewater line upgrades
- Sewer Plant 8 million gallons per day – Phase I

Budget Overview

The following costs represent common costs shared among all funds:

Personnel - The proposed budget reflects no new personnel positions for FY 2016. The FY16 budget does not reflect any cost of living adjustments. All increases in personnel costs are based on performance. There is funding available for the employee recognition program. Keeping our good employees competitive with salaries, benefits and technology is just as important as ever while we truly do more with less.

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

The proposed budget includes slight increases in general property, liability and worker's compensation insurance premiums. The City's health insurance coverage for FY 2016 reflects an increase of approximately 10% with Blue Cross and Blue Shield of Florida. The City continues to look at new ways to provide healthcare at more affordable rates. Finally, life insurance coverage will be renewed at the same rate as the current year.

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

Individual Fund Overview

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

Governmental Funds

General Fund - The proposed FY16 general fund budget is balanced at \$41,032,890, an increase of \$ 2,760,340 or 7.2% over the prior year's budget.

The general fund property tax revenues reflect an increase of approximately \$822,986 or 12% over the preceding year. The FY16 proposed property tax millage rate of \$3.2876, reflects a 12.13% increase over the rolled-back rate of \$2.9319. The rolled-back rate represents the rate that would produce the same amount of property tax revenue as the prior year. Overall, the assessed value of all property located within the corporate limits of the City is estimated at \$2.4 Billion by the end of FY16, an increase of 12% over the revised estimate for FY15. The City estimates that the majority of the property tax revenue increase is attributable to the increase in new construction.

The only items included in this year's general fund are capital enhancements that have been identified as able to be financed. This is only \$1.5 Million of the \$4.5 Million requested. However in order to continue the current level of service provided to our residents with the continued growth experienced in our community, council should consider the need to adjust the millage rate. Each tenth of a mill would provide an additional \$231K in ad valorem tax revenue so one millage increase would provide \$2.31 Million extra dollars. With population growth there is a need for additional fire stations, fire equipment, police officers and equipment, etc. and the increase in tax base is delayed in recognition and not always ample to cover the costs involved for funding these additional general fund needs.

Streets Improvement Fund - The proposed FY16 streets improvement fund budget is balanced at \$3,017,857 a decrease of 10% over the FY15 budget. State statutes require a percentage of revenue sharing dollars be used for street improvements. This year, that amount is estimated to be \$489,060. The City will continue the successful Department of Corrections inmate program through this fund, as well.

Transportation Impact Fee Fund - The proposed FY16 transportation impact fee fund budget is balanced at \$2,638,300, an increase of 83.7% over the FY15 budget. The major increase in this fund is related to the improvements to 6th Street reconstruction and downtown area improvements as well as the Old Dixie road improvements.

Recreation Impact Fee Fund - The proposed FY16 recreation impact fee fund is balanced at \$81,000, an increase of 400% over the FY15 budget. The increase in this fund is due to the slight increase in residential construction.

Stormwater Fund - The proposed FY16 stormwater fund is balanced at \$587,500, an increase of 3.8% over the FY15 budget. There is no change to the stormwater rates in FY16. The most significant expense for this fund reflects \$400,000 in city wide drainage improvements.

Grant Fund – This is a new fund for FY16. It includes all anticipated grant revenues for the upcoming year. Grant revenues for FY16 are \$386,310.

Special Assessment Fund – This fund tracks the expenses incurred to install the wall along three neighborhoods. The cost is to be reimbursed via non-ad-valorem taxes by the homeowners benefiting from the neighborhood improvement. The budget for FY16 includes \$67,000 for the maintenance and upkeep of the wall.

Community Redevelopment Fund - The proposed FY community redevelopment fund budget is balanced at \$230,000, an increase of .9% over the FY15 budget.

Enterprise Funds

Utility Operating Fund - The proposed FY16 utility operating fund budget is balanced at \$16,390,169, an increase of 5.1% over the FY15 budget. The major reason for this increase in revenue is reflective of a slight increase in economic activity.

The new expenditure items included in this year's utility operating fund are primarily operating and capital improvements related to the continued growth of the City. While not an all-inclusive list of the additional projects and services that have been funded, the items below represent the most significant items in the 2016 budget:

- Water, reclaim water and wastewater line upgrades
- Replacement sodium hypochlorite feed system
- New utility maintenance trucks
- Utility meter reading software upgrades
- Turbine Aerator Motor at the Waste Water Treatment Plant

Utility Impact Fee Fund - The proposed FY 2016 utility impact fee fund budget is balanced at \$16,931,500, an increase of 199.6% over the FY15 budget. The utility impact fee fund budget provides funding for infrastructure needs in water, wastewater, and reclaimed water projects.

Sanitation Fund - The proposed FY16 sanitation fund budget is balanced at \$5,396,509, an increase of 29.7% over the FY15 budget. This increase is reflects the acquisition of three new CNG sanitation trucks.

Airport Fund – This is a new fund for FY16. The costs of operating and maintaining the airport are budgeted at \$557,500 for FY16.

Conclusion

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

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

Acknowledgements

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

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

Respectfully submitted,



Pamela N. Barclay, CPA
Finance Director

**CITY OF APOPKA
MILLAGE & ROLLBACK CALCULATIONS**

	<u>Tax Base</u>	<u>millage</u>	<u>Taxes Generated</u>	<u>Amount Budgeted</u>
FY15	\$ 2,171,919,117	3.2876	\$ 7,140,401	\$ 6,783,381
FY16	2,435,424,793	3	8,006,703	7,606,367
Difference in dollars	\$ 263,505,676		\$ 866,301	\$ 822,986
Difference as %age	12%		12%	12%

FY16 options:

					<u>Addl Revenue</u>
Rollback Rate	\$ 2,435,424,793	2.9319	\$ 7,140,401	\$ 6,783,381	\$ (822,986)
Maintain Current Rate	"	3.2876	\$ 8,006,703	\$ 7,606,367	\$ -
Add .1000 Mill	"	3.3876	\$ 8,250,245	\$ 7,837,733	\$ 231,365
Add .2000 Mill	"	3.4876	\$ 8,493,788	\$ 8,069,098	\$ 462,731
Add .2500 Mill	"	3.5376	\$ 8,615,559	\$ 8,184,781	\$ 578,413
Add .5000 Mill	"	3.7876	\$ 9,224,415	\$ 8,763,194	\$ 1,156,827
Add .7500 Mill	"	4.0376	\$ 9,833,271	\$ 9,341,608	\$ 1,735,240
Add 1.0000 Mill	"	4.2876	\$ 10,442,127	\$ 9,920,021	\$ 2,313,654

CITY OF APOPKA BUDGET INFORMATION

Comparison of Millage Rates - Orange County

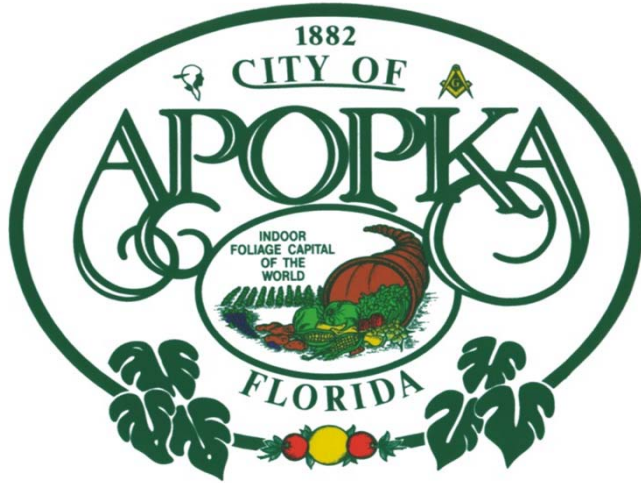
Government Entity	14-15 Operating Millage	13-14 Operating Millage	13-Dec Operating Millage
Bay Lake	1.0779	1.0779	1.09
Lake Buena Vista	1.2482	1.2482	1.2924
Apopka	3.2876	3.4727	3.5161
Windermere	3.7896	3.7896	3.7896
Winter Garden	4.25	4.25	4.25
Winter Park	4.3907	4.3907	4.4183
Belle Isle	4.4018	4.4018	4.4018
Maitland	4.54	4.54	4.32
Edgewood	4.7	4.7	4.7
Ocoee	5.6371	5.6371	5.846
Orlando	6.65	6.65	5.65
Oakland	6.75	6.75	6.75
Eatonville	7.2938	7.2938	7.2938
Orange County	4.4347	4.4347	4.4347
Total Millage All Taxing Authorities – City Resident	16.8875	16.9725	17.1349
Total Millage All Taxing Authorities – Apopka County Resident (westside)	17.6479	17.5478	17.6668

CITY OF AOPKA BUDGET INFORMATION

What each dollar spent in the General Fund pays for:

<u>PUBLIC SAFETY</u>		\$ 0.62
Police	\$ 0.38	
Fire	0.24	
<u>GENERAL GOVERNMENT</u>		0.13
Mayor/Council	\$ 0.01	
Attorney	< 0.01	
City Clerk	0.01	
Finance	0.01	
Administrative Services	0.02	
Information Technology	0.04	
Human Resources	0.02	
Community Outreach	0.02	
<u>COMMUNITY DEVELOPMENT</u>		0.05
Planning	\$ 0.03	
Building & Inspections	0.02	
<u>PUBLIC SERVICES</u>		0.07
Facilities Maintenance	0.01	
Fleet Management	0.03	
Cemetery	< 0.01	
Grounds Maintenance	0.03	
<u>RECREATION</u>		0.06
Athletic Complexes	\$ 0.03	
Athletics	0.03	
Programs & Events	0.03	
<u>DEBT SERVICE</u>		0.06
<u>TRANSFERS</u>		0.01

PAGE LEFT INTENTIONALLY BLANK



CITY WIDE

CITY OF APOPKA
CITY-WIDE BUDGET SUMMARY

BUDGET SUMMARY

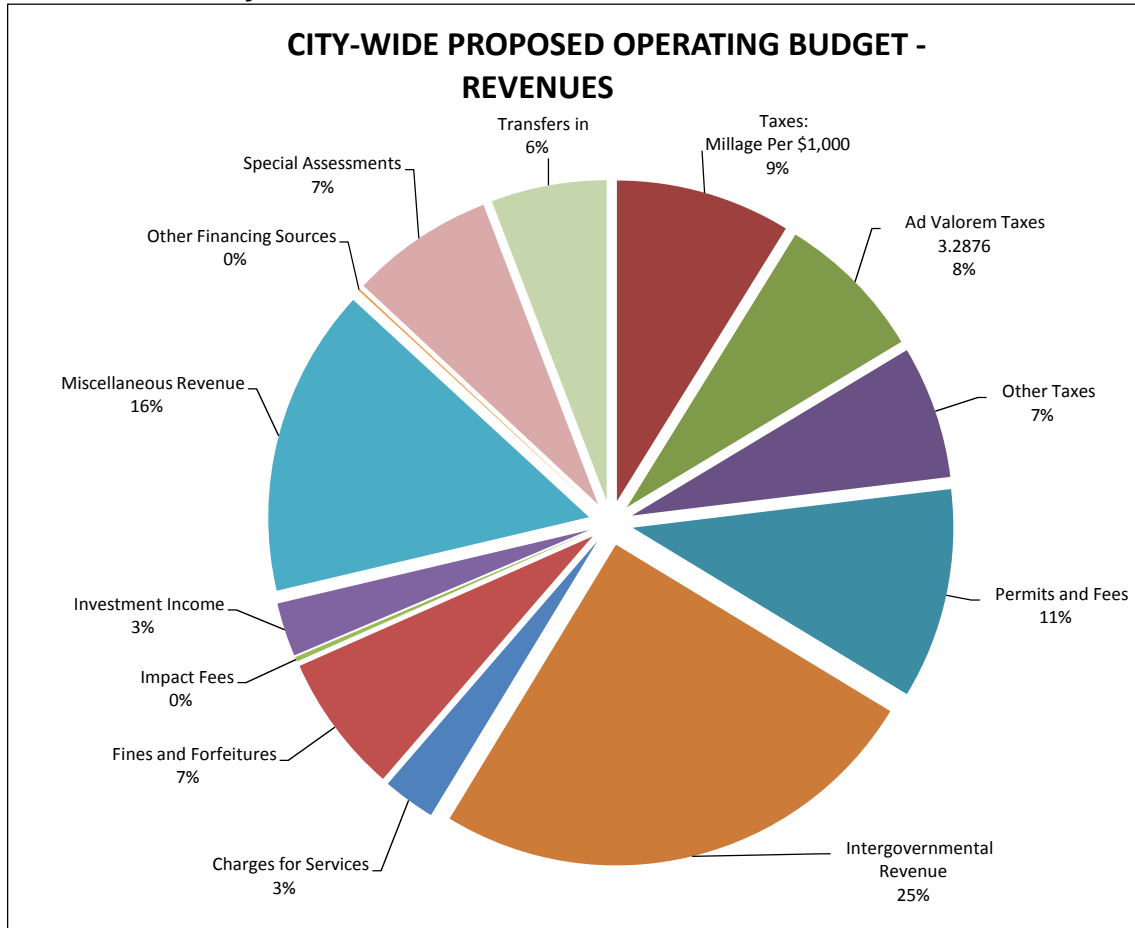
City of Apopka, Florida - Fiscal Year 2015-2016

**THE PROPOSED OPERATING BUDGET EXPENDITURES OF THE CITY OF APOPKA
ARE 25.7% MORE THAN LAST YEAR'S TOTAL OPERATING EXPENDITURES**

General Fund	3.2876	GENERAL FUND	SPECIAL REVENUE FUNDS	ENTERPRISE FUNDS	TOTAL ALL FUNDS
ESTIMATED REVENUES:					
Taxes:	Millage Per \$1,000				
Ad Valorem Taxes	3.2876	\$ 7,627,000	\$ 90,000	\$ -	\$ 7,717,000
Other Taxes		5,100,000	1,500,000	-	6,600,000
Permits and Fees		5,856,000	-	-	5,856,000
Intergovernmental Revenue		8,661,500	613,129	-	9,274,629
Charges for Services		2,763,450	580,000	18,516,600	21,860,050
Fines and Forfeitures		2,310,300	12,500	-	2,322,800
Impact Fees		-	1,330,000	4,806,500	6,136,500
Investment Income		56,000	39,360	108,600	203,960
Miscellaneous Revenue		1,025,800	425,000	919,500	2,370,300
Other Financing Sources		1,551,900	30,000	12,000,000	13,581,900
Special Assessments		-	66,940	-	66,940
TOTAL SOURCES		34,951,950	4,686,929	36,351,200	75,990,079
Transfers in		5,665,440	668,241		6,333,681
Fund Balances / Reserves / Net Assets		415,500	1,752,797	2,924,478	5,092,775
TOTAL REVENUES, TRANSFERS, RESERVES & BALANCES		\$ 41,032,890	\$ 7,107,967	\$ 39,275,678	\$ 87,416,535
EXPENDITURES:					
General Government		\$ 5,456,762	\$ -	\$ -	\$ 5,456,762
Community Development		1,922,462	230,000	-	2,152,462
Transportation		-	5,597,857	-	5,597,857
Public Safety		25,356,745	486,310	-	25,843,055
Public Services		2,849,498	-	-	2,849,498
Culture and Recreation		2,660,452	-	-	2,660,452
Stormwater		-	417,500	-	417,500
Community Redevelopment		-	-	-	-
Utility System		-	-	24,196,729	24,196,729
Sanitation		-	-	4,366,859	4,366,859
Airport		-	-	557,500	557,500
Debt Service		2,259,729	79,000	1,540,842	3,879,571
Special Assessment Districts		-	16,500	-	16,500
TOTAL EXPENDITURES		40,505,649	6,827,167	30,661,930	77,994,746
Transfers Out		527,241	255,800	5,550,640	6,333,681
Fund Balances / Reserves / Net Assets			25,000	3,063,108	3,088,108
TOTAL APPROPRIATED EXPENDITURES, TRANSFERS, RESERVES & BALANCES		\$ 41,032,890	\$ 7,107,967	\$ 39,275,678	\$ 87,416,535

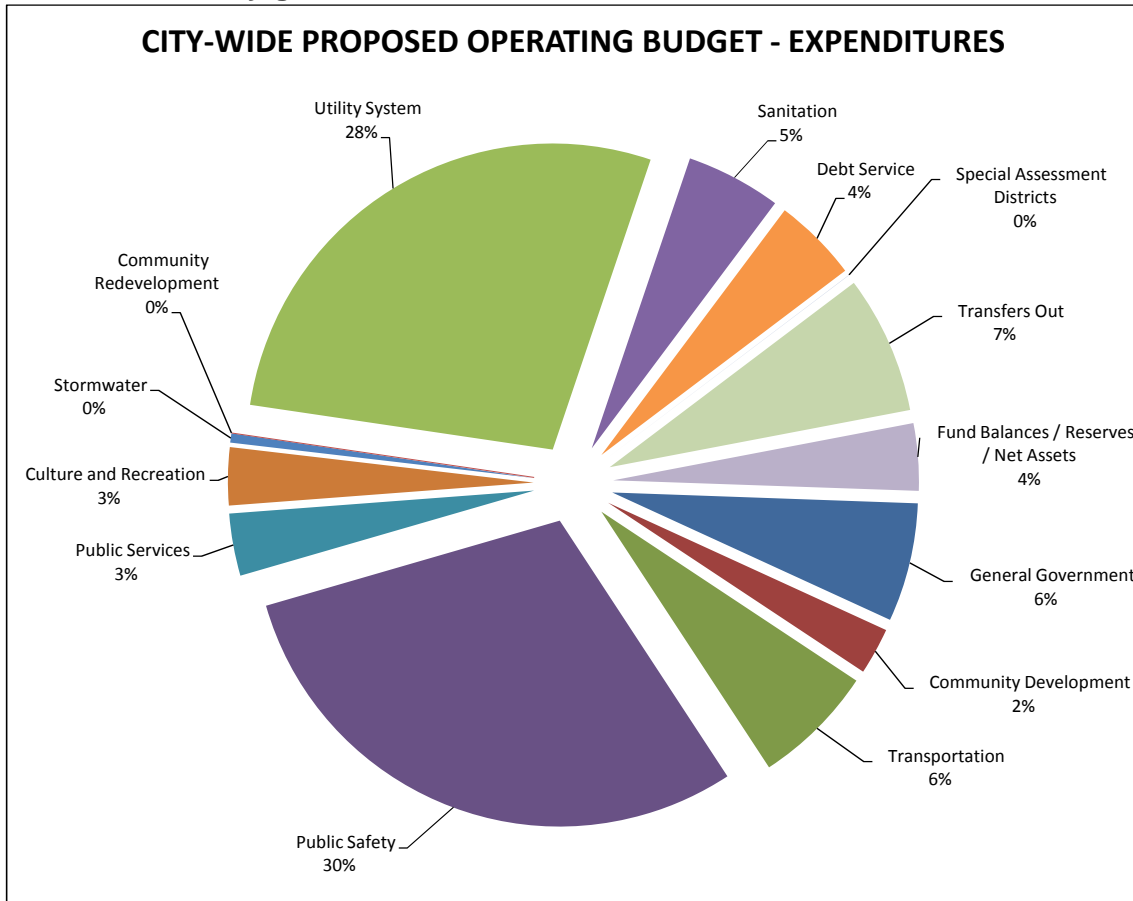
THE TENTATIVE, ADOPTED, AND/OR FINAL BUDGETS ARE ON FILE IN THE OFFICE OF THE ABOVE REFERENCED TAXING AUTHORITY AS A PUBLIC RECORD.

Where does the money come from?



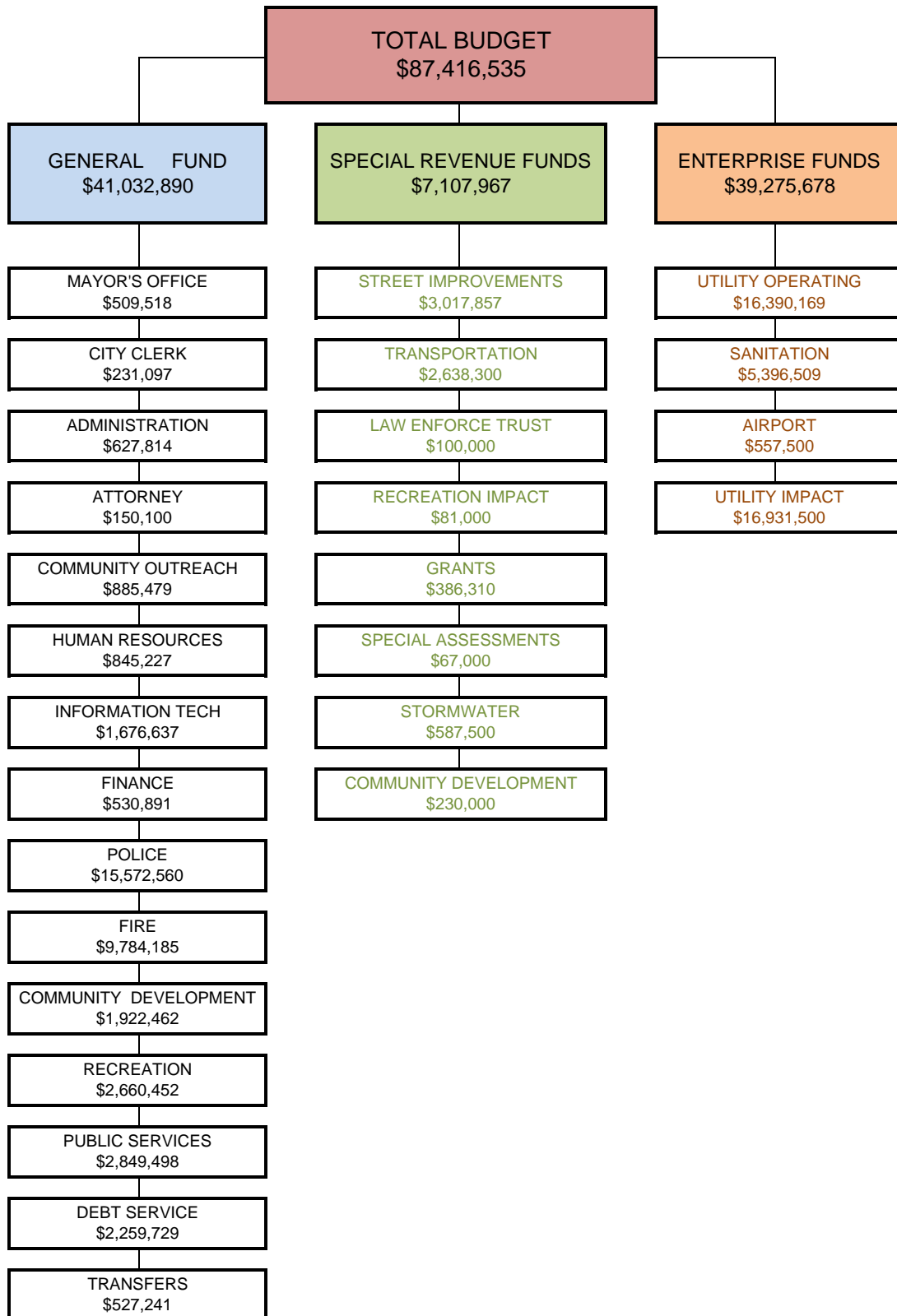
SOURCE:	Dollar Amount
Ad Valorem Taxes: (millage = 3.2876)	\$ 7,717,000
Other Taxes	6,600,000
Permits and Fees	5,856,000
Intergovernmental Revenue	9,274,629
Charges for Services	21,860,050
Fines and Forfeitures	2,322,800
Impact Fees	6,136,500
Investment Income	203,960
Miscellaneous Revenue	2,370,300
Other Financing Sources	13,581,900
Special Assessments	66,940
Transfers in	6,333,681
Reserves	5,092,775
CITY-WIDE REVENUES	\$ 87,416,535

Where does the money go?

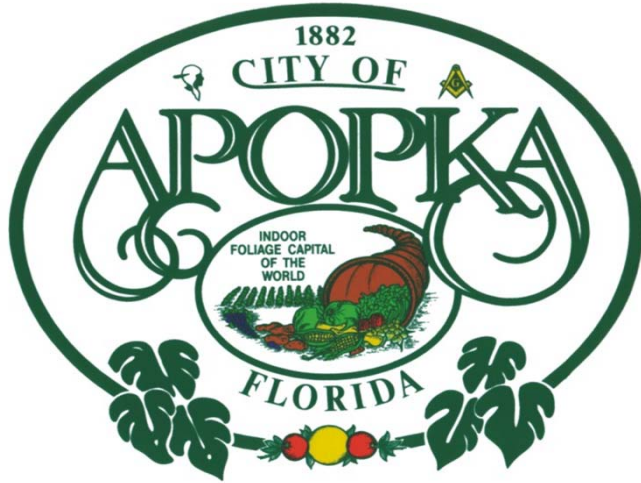


USE:	Dollar Amount
General Government	\$ 5,456,762
Community Development	2,152,462
Transportation	5,597,857
Public Safety	25,843,055
Public Services	2,849,498
Culture and Recreation	2,660,452
Stormwater	417,500
Community Redevelopment	-
Utility System	24,196,729
Sanitation	4,366,859
Airport	557,500
Debt Service	3,879,571
Special Assessment Districts	16,500
Transfers Out	6,333,681
Fund Balances / Reserves / Net Assets	3,088,108
CITY-WIDE EXPENDITURES	\$ 87,416,534

CITY OF AOPKA CITY FUND STRUCTURE



PAGE LEFT INTENTIONALLY BLANK



GENERAL FUND

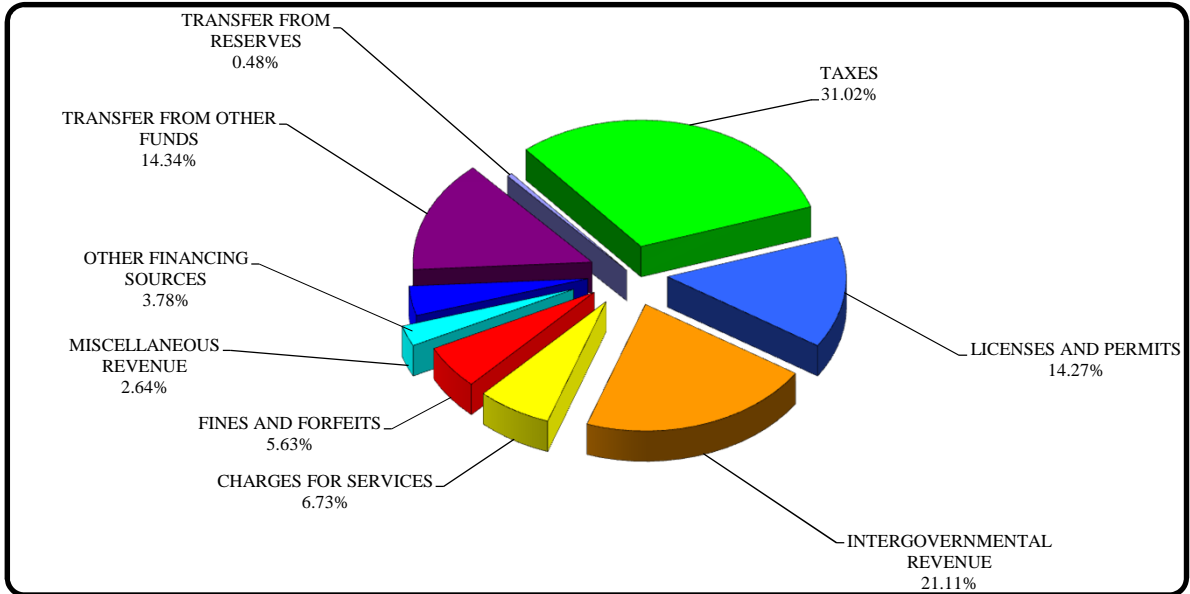
PAGE LEFT INTENTIONALLY BLANK

**CITY OF AOPKA
GENERAL FUND BUDGET SUMMARY**

GENERAL FUND - REVENUE AND EXPENDITURES

FISCAL YEAR 2015-2016

Total Revenues:



TOTAL REVENUES \$ 41,032,890

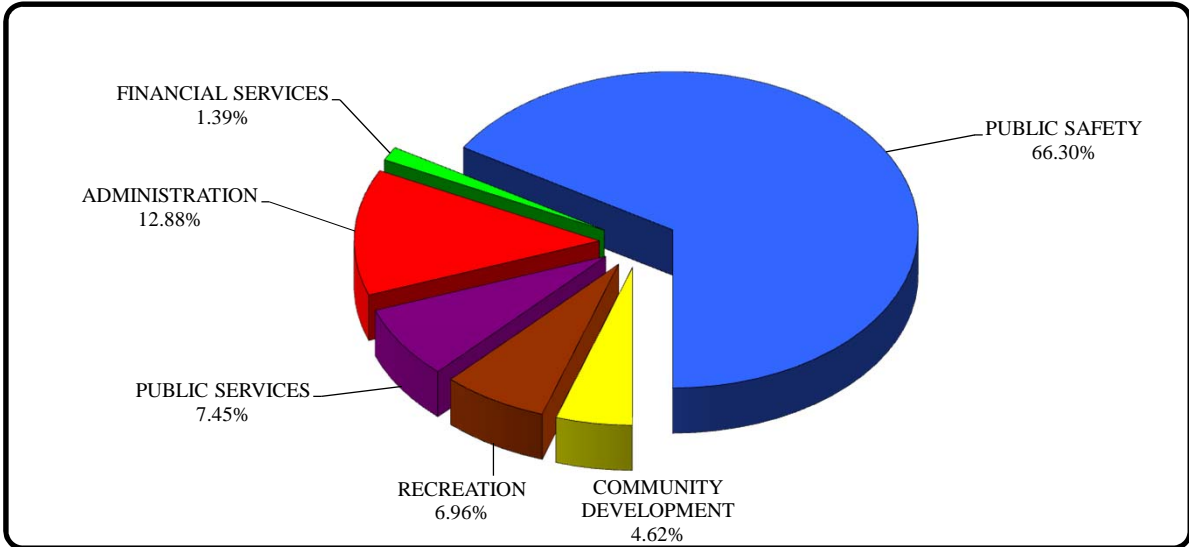
	<u>TOTALS</u>	<u>PERCENT REVENUES</u>
TAXES	12,727,000	31.02%
LICENSES AND PERMITS	5,856,000	14.27%
INTERGOVERNMENTAL REVENUE	8,661,500	21.11%
CHARGES FOR SERVICES	2,763,450	6.73%
FINES AND FORFEITS	2,310,300	5.63%
MISCELLANEOUS REVENUE	1,081,800	2.64%
OTHER FINANCING SOURCES	1,551,900	3.78%
TRANSFER FROM OTHER FUNDS	5,882,940	14.34%
TRANSFER FROM RESERVES	198,000	0.48%
TOTAL REVENUE	\$ 41,032,890	100%

GENERAL FUND - REVENUE AND EXPENDITURES

(continued)

FISCAL YEAR 2015-2016

Expenditures by Function:



TOTAL EXPENDITURES \$ 41,032,890

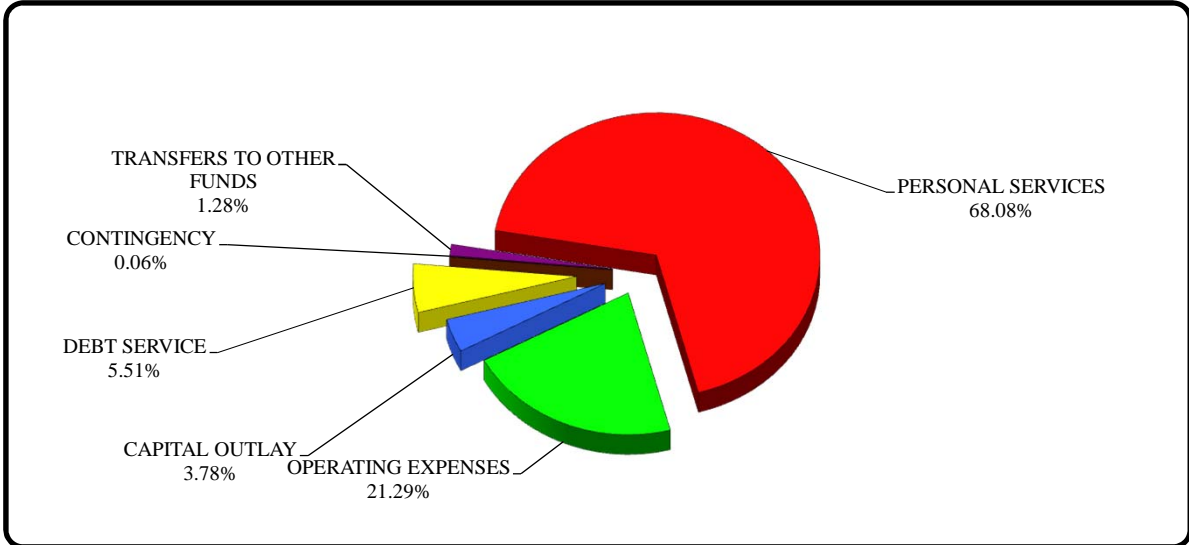
	<u>TOTALS</u>	<u>PERCENT EXPENDITURES</u>
ADMINISTRATION	\$ 4,925,871	12.00%
FINANCIAL SERVICES	530,891	1.29%
PUBLIC SAFETY	25,356,745	61.80%
COMMUNITY DEVELOPMENT	1,922,462	4.69%
RECREATION	2,660,452	6.48%
PUBLIC SERVICES	2,849,498	6.94%
DEBT SERVICE	2,259,729	5.51%
TRANSFER TO OTHER FUNDS	527,241	1.28%
TOTAL EXPENDITURES	\$ 41,032,890	100%

GENERAL FUND - REVENUE AND EXPENDITURES

(continued)

FISCAL YEAR 2015-2016

Expenditures by Type:



TOTAL EXPENDITURES	\$	41,032,890
---------------------------	-----------	-------------------

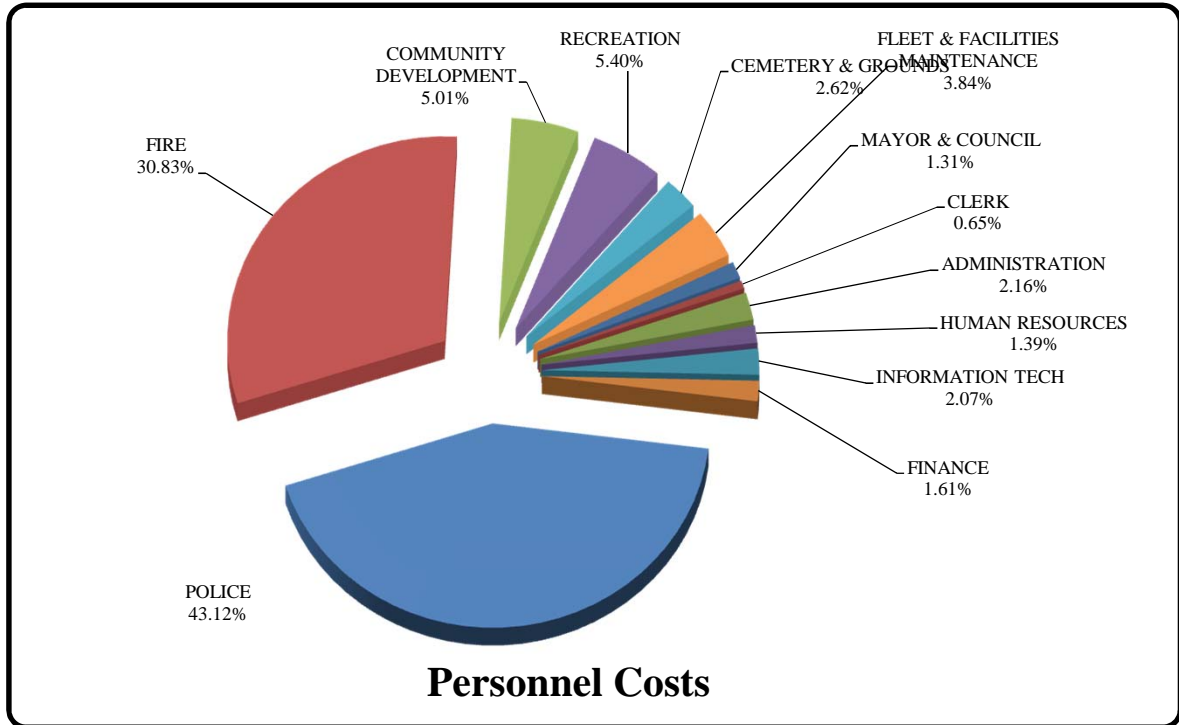
	TOTALS	PERCENT EXPENDITURES
PERSONAL SERVICES	\$ 27,934,471	68.08%
OPERATING EXPENSES	8,734,549	21.29%
CAPITAL OUTLAY	1,551,900	3.78%
DEBT SERVICE	2,259,729	5.51%
CONTINGENCY	25,000	0.06%
TRANSFERS TO OTHER FUNDS	527,241	1.28%
TOTAL EXPENDITURES	\$ 41,032,890	100%

GENERAL FUND - REVENUE AND EXPENDITURES

(continued)

FISCAL YEAR 2015-2016

General Fund Personnel Expenditures by Dept:



TOTAL PERSONNEL COSTS	\$	27,934,471
------------------------------	-----------	-------------------

	TOTALS	PERCENT EXPENDITURES
MAYOR & COUNCIL	\$ 366,652	1.31%
CLERK	180,987	0.65%
ADMINISTRATION	603,492	2.16%
HUMAN RESOURCES	389,217	1.39%
INFORMATION TECH	577,462	2.07%
FINANCE	448,991	1.61%
POLICE	12,043,960	43.12%
FIRE	8,611,395	30.83%
COMMUNITY DEVELOPMENT	1,399,412	5.01%
RECREATION	1,509,261	5.40%
CEMETERY & GROUNDS	732,328	2.62%
FLEET & FACILITIES MAINTENANCE	1,071,314	3.84%
TOTAL PERSONNEL COSTS	\$ 27,934,471	100%

**CITY OF APOPKA
GENERAL FUND BUDGET SUMMARY**

	<u>2014</u>	<u>2015</u>	<u>2015</u>	<u>2016</u>
	<u>ACTUAL</u>	<u>BUDGET</u>	<u>ESTIMATE</u>	<u>PROPOSED</u>
FUND BALANCE, OCTOBER 1	\$ 12,120,489	\$ 10,838,574	\$ 10,838,574	\$ 12,631,235
ADD REVENUES:				
TAXES:				
AD VALOREM TAXES 3.2876 mills	\$ 6,558,775	\$ 6,800,600	\$ 6,866,740	\$ 7,606,000
DELINQUENT PROPERTY TAXES	34,816	32,000	20,847	21,000
UTILITY TAX - ELECTRIC	2,574,088	2,500,000	2,615,727	2,650,000
UTILITY TAX - WATER	562,484	545,000	570,134	570,000
UTILITY TAX - GAS	49,361	42,000	49,066	50,000
UTILITY TAX - PROPANE	40,619	40,000	39,947	40,000
LOCAL COMMUNICATIONS TAX	1,698,804	1,730,050	1,688,771	1,600,000
LOCAL BUSINESS TAX	187,061	190,000	189,960	190,000
FIREFIGHTER PENSION (non-budgeted)	280,687	-	-	-
POLICE OFFICERS PENSION (non-budgeted)	314,729	-	-	-
TOTAL TAXES:	12,301,424	11,879,650	12,041,192	12,727,000
LICENSES AND PERMITS:				
BUILDING PERMITS	1,081,168	800,000	994,780	995,000
ELECTRIC PERMIT FEES	62,382	35,000	77,612	78,000
PLUMBING PERMIT FEES	25,562	22,000	27,249	28,000
MECHANICAL PERMIT FEES	43,775	30,000	47,803	48,000
PLAN (BUILDING) ANALYSIS FEES	554,240	350,000	508,420	510,000
RE-INSPECTION FEES	44,330	20,000	28,526	29,000
TEMPORARY SIGN PERMITS	762	700	804	800
MISCELLANEOUS PERMITS	22,824	13,000	39,830	40,000
FRANCHISE FEES - ELECTRIC	3,177,726	3,450,000	3,252,050	3,450,000
FRANCHISE FEES - WATER	340,673	340,000	342,035	342,000
FRANCHISE FEES - GAS	77,974	85,000	76,390	77,000
FRANCHISE FEES - SEWER	229,748	223,000	235,165	235,000
OTHER PERMITS AND LICENSES	3,939	2,500	3,005	3,000
STREET OPENING PERMITS	-	100	0	-
ARBOR PERMIT	3,047	1,800	1,191	1,200
BUSINESS TAX APPLICATION FEES	2,576	2,600	3,669	4,000
ADMINISTRATIVE PROCESSING FEE - BLDG	18,780	18,000	15,000	15,000
TOTAL LICENSES AND PERMITS:	5,689,506	5,393,700	5,653,529	5,856,000
INTERGOVERNMENTAL REVENUES:				
GRANT REVENUES (moved to separate fund)	73,777	-	0	-
STATE REVENUE SHARING	1,781,391	1,880,900	1,891,384	1,900,000
STATE MOBILE HOME LICENSES	22,641	23,000	38,883	40,000
STATE ALCOHOL BEVERAGE LICENSES	16,139	15,500	15,396	15,500
LOCAL GOVT HALF CENT SALES TAX	6,180,303	6,570,700	6,433,423	6,450,000
FIREFIGHTER'S SUPPLEMENTAL COMP. FUND	12,830	16,000	12,830	13,000
STATE REBATE ON VEHICLE FUEL	39,280	37,000	39,100	40,000
POLICE SCHOOL LIAISON PROGRAM	110,000	110,000	110,000	121,000
POLICE TASK FORCE PROGRAM	30,591	25,000	25,000	25,000
BUSINESS LICENSES - COUNTY	56,586	50,000	56,586	57,000
TOTAL INTERGOVERNMENTAL REVENUES:	8,323,538	8,728,100	8,622,602	8,661,500

**CITY OF APOPKA
GENERAL FUND BUDGET SUMMARY**

	<u>2014</u> ACTUAL	<u>2015</u> BUDGET	<u>2015</u> ESTIMATE	<u>2016</u> PROPOSED
CHARGES FOR SERVICES:				
ZONING FEES	29,970	23,000	20,743	21,000
RECORDS STORAGE FEES	26,160	20,000	26,945	27,000
SALE OF MAPS AND PUBLICATIONS	130	400	400	400
CERT. COPY RECORDS SEARCHES	12,247	7,000	15,426	15,500
LIEN SEARCH FEES	42,035	30,000	51,000	51,000
PROPERTY REGISTRATION FEES	173,800	90,000	100,286	100,250
COMMISSIONS - SCHOOL IMPACT FEES & BLDG PERMITS	74,555	30,000	61,983	75,000
OTHER CHARGES AND FEES	13,400	40,000	8,835	10,000
MAINTENANCE - CITY PROPERTY	9,181	7,000	21,504	21,500
OTHER CHARGES AND FEES - TOWING	60,000	-	0	-
OTHER CHARGES AND FEES - TECHNOLOGY	1,695	-	0	-
OTHER CHARGES AND FEES - RED LIGHT	3,971	-	0	-
DISPATCH SERVICE FEES	1,106,466	1,167,300	971,398	415,000
AMBULANCE SERVICE FEES	708,612	650,000	698,891	710,000
OTHER PUBLIC SAFETY CHARGES	2,300	10,000	10,410	10,500
OTHER PUBLIC SAFETY CHARGES - POLICE	857	-	813	-
FIRE DEPT - BIRTHDAY FEES	1,960	1,800	-	1,000
FIRE DEPT - CPR FEES	570	3,000	-	-
PARKING CITATION SURCHARGES	300	150	-	-
911 FEES - ORANGE COUNTY DISTRIBUTION	54,093	70,000	60,755	60,000
CEMETERY FEES	9,075	8,000	8,623	8,800
ENGINEERING FEES	46,075	23,000	47,283	48,000
AIRPORT FUEL SALES (moved to separate fund)	592,142	-	0	-
RECREATION PROGRAM ACTIVITY FEES	478,685	475,000	440,133	480,000
OTHER REC FEES	3,701	8,500	5,000	8,500
OLD FLORIDA OUTDOOR FESTIVAL & OTHER EVENTS	247,305	300,000	529,804	700,000
TOTAL CHARGES FOR SERVICES:	3,699,285	2,964,150	3,080,232	2,763,450
FINES AND FORFEITS:				
COURT FINES, CONFISCATED PROP & RESTITUTION	370,401	620,000	371,500	505,000
POLICE EDUCATION	13,792	10,000	13,145	14,000
PARKING FINES	3,769	1,100	4,783	4,800
BUILDING VIOLATION FINES	1,327	3,000	1,221	1,500
CITY CODE VIOLATION FINES	27,426	85,000	36,832	85,000
TRAFFIC LIGHT FINES	1,045,303	1,600,000	1,696,141	1,700,000
TOTAL FINES AND FORFEITS:	1,462,018	2,319,100	2,123,622	2,310,300
MISCELLANEOUS REVENUES:				
INTEREST INCOME - GENERAL GOV. INVESTMENTS	40,463	65,000	41,921	40,000
INTEREST INCOME - COUNTY TAX COLLECTOR	14,724	30,000	15,250	16,000
RENTAL OF CITY PROPERTY	240,556	201,000	283,272	285,000
CAPITAL FACILITY FEES - IMPACT FEES	50,650	30,000	48,429	50,000
SALE OF CEMETERY LOTS	80,975	90,000	113,460	115,000
SALE OF SURPLUS EQUIPMENT	569	500	500	500
SCRAP SALES	-	300	300	300
DISPOSITION OF CAPITAL ASSETS	10,875	2,500	3,472	3,000
INSURANCE PROCEEDS	84,411	40,000	11,777	12,000
CONTRIBUTIONS AND DONATIONS	132,279	20,000	127,185	300,000
SETTLEMENTS	54,000	-	-	-
REIMBURSEMENTS FOR PRIOR YEARS	31,117	10,000	102,173	10,000
MISCELLANEOUS REVENUE	216,703	590,000	381,252	250,000
TOTAL MISCELLANEOUS REVENUES:	957,322	1,079,300	1,128,991	1,081,800

**CITY OF APOPKA
GENERAL FUND BUDGET SUMMARY**

	<u>2014</u> ACTUAL	<u>2015</u> BUDGET	<u>2015</u> ESTIMATE	<u>2016</u> PROPOSED
TRANSFERS - IN:				
CARRY OVER APPROPRIATION	-	400,000	-	198,000
TRANSFER FROM TREE BANK RESERVES	-	-	-	217,500
OTHER FINANCING SOURCES	4,147,929	1,069,000	960,000	1,551,900
TRANSFER FROM TRANSPORTATION IMPACT FEES	105,879	55,000	55,000	58,300
TRANSFER FROM RECREATION IMPACT FEES	-	-	0	2,000
TRANSFER FROM STORMWATER FUND	24,000	24,000	24,000	29,000
TRANSFER FROM UTILITY OPERATING FUND	3,546,330	3,759,110	3,759,110	4,650,000
TRANSFER FROM SANITATION FUND	567,420	601,440	601,440	900,640
TRANSFER FROM SPECIAL ASSESSMENT FUND	-	-	-	25,500
TOTAL TRANSFERS - IN:	8,391,558	5,908,550	5,399,550	7,632,840
TOTAL REVENUES AVAILABLE	52,945,140	49,111,124	48,888,292	53,664,124
DEDUCT EXPENDITURES:				
ADMINISTRATION:				
MAYOR'S OFFICE	433,645	469,070	511,385	509,518
LEGAL SERVICES	88,753	100,000	100,000	150,100
ADMINISTRATIVE SERVICES	1,378,323	829,270	778,523	627,814
COMMUNITY OUTREACH	-	-	-	885,479
CITY CLERK	302,495	204,085	187,640	231,097
HUMAN RESOURCES	302,485	322,210	316,947	845,227
INFORMATION TECHNOLOGY	1,411,082	1,625,445	1,436,517	1,488,662
TOTAL ADMINISTRATION	3,916,783	3,550,080	3,331,012	4,737,896
FINANCIAL SERVICES:				
FINANCE	547,803	498,635	431,255	530,891
TOTAL FINANCE	547,803	498,635	431,255	530,891
POLICE:				
CHIEF'S OFFICE	1,946,625	1,661,840	1,654,171	1,746,628
FIELD SERVICES	6,385,661	6,650,465	6,113,067	6,812,158
SUPPORT SERVICES	3,540,938	3,810,850	3,609,632	3,988,915
CROSSING GUARDS	74,665	91,975	87,508	98,583
DISPATCH	2,364,809	2,517,775	1,965,727	2,405,276
TOTAL POLICE	14,312,698	14,732,905	13,430,106	15,051,560
FIRE				
CHIEF'S OFFICE	1,314,336	1,101,970	1,022,168	1,203,513
FIRE SUPPRESSION	2,636,233	2,713,975	2,627,844	2,602,313
EMERGENCY MEDICAL SERVICES	4,811,251	5,088,780	4,897,754	5,470,935
TOTAL FIRE	8,761,820	8,904,725	8,547,766	9,276,760
COMMUNITY DEVELOPMENT:				
PLANNING/ECONOMIC DEVELOPMENT	1,215,834	1,088,345	1,225,816	1,264,257
BUILDING INSPECTIONS	514,517	606,580	554,182	608,205
TOTAL COMMUNITY DEVELOPMENT	1,730,351	1,694,925	1,779,998	1,872,462

**CITY OF APOPKA
GENERAL FUND BUDGET SUMMARY**

	<u>2014</u> <u>ACTUAL</u>	<u>2015</u> <u>BUDGET</u>	<u>2015</u> <u>ESTIMATE</u>	<u>2016</u> <u>PROPOSED</u>
RECREATION:				
ATHLETIC COMPLEXES	802,391	881,625	931,626	970,275
RECREATION ATHLETICS	974,658	1,042,595	921,474	1,043,227
RECREATION PROGRAMS	819,191	649,930	639,898	466,450
TOTAL RECREATION	2,596,240	2,574,150	2,492,999	2,479,952
PUBLIC SERVICES:				
FACILITIES MAINTENANCE	521,816	516,440	510,915	580,394
FLEET MAINTENANCE	1,527,248	1,002,315	942,057	1,046,867
CEMETERY	107,695	130,745	110,350	131,170
GROUNDS MAINTENANCE	637,930	687,635	695,241	986,067
TOTAL PUBLIC SERVICES	2,794,689	2,337,135	2,258,564	2,744,498
CAPITAL OUTLAY:				
MAYOR'S OFFICE	4,618	20,000	10,000	-
ADMINISTRATIVE SERVICES	-	-	-	-
COMMUNITY OUTREACH	-	-	-	-
CITY CLERK	-	-	-	-
HUMAN RESOURCES	3,349	-	-	-
INFORMATION TECHNOLOGY	143,078	200,000	200,000	187,975
FINANCE	-	-	-	-
POLICE CHIEF'S OFFICE	34,560	27,000	27,000	40,000
POLICE FIELD SERVICES	327,567	301,000	317,929	361,000
POLICE SUPPORT SERVICES	44,790	13,000	2,380	120,000
CROSSING GUARDS	-	-	-	-
DISPATCH	-	18,000	18,000	-
FIRE CHIEF'S OFFICE	-	-	-	-
FIRE SUPPRESSION	71,401	658,800	658,800	31,500
EMERGENCY MEDICAL SERVICES	142,550	167,800	167,800	475,925
PLANNING/ECONOMIC DEVELOPMENT	-	-	-	-
BUILDING INSPECTIONS	-	3,000	-	50,000
ATHLETIC COMPLEXES	37,176	27,000	27,000	102,500
RECREATION ATHLETICS	25,298	52,500	52,500	18,000
RECREATION PROGRAMS	7,120	-	-	60,000
FACILITIES MAINTENANCE	70,893	-	-	35,000
FLEET MAINTENANCE	1,057,205	-	12,054	-
CEMETERY	-	-	-	-
GROUNDS MAINTENANCE	9,556	-	-	70,000
TOTAL CAPITAL OUTLAY	1,979,161	1,488,100	1,493,463	1,551,900
DEBT SERVICE:	4,862,788	1,963,035	1,963,035	2,259,729
TRANSFERS-OUT:	604,233	528,860	528,860	527,241
TOTAL EXPENDITURES	42,106,566	38,272,550	36,257,057	41,032,890
FUND BALANCE, SEPTEMBER 30	\$ 10,838,574	\$ 10,838,574	\$ 12,631,235	\$ 12,631,235
FUND BALANCE TO EXPENDITURE PERCENTAGE	25.7%	28.3%	34.8%	30.8%

CITY OF APOPKA
GENERAL FUND BUDGET SUMMARY
REVENUES
BUDGET FISCAL YEAR 2015-16

	ACTUAL TOTALS FY 2013-14	ADOPTED BUDGET FY 2014-15	PROPOSED BUDGET FY 2015-16	PERCENT CHANGE
TAXES				
CURRENT PROPERTY TAXES	\$ 6,558,775	\$ 6,800,600	\$ 7,606,000	11.84%
DELINQUENT PROPERTY TAXES	34,816	32,000	21,000	-34.38%
UTILITY TAX - ELECTRIC	2,574,088	2,500,000	2,650,000	6.00%
UTILITY TAX - WATER	562,484	545,000	570,000	4.59%
UTILITY TAX - GAS	49,361	42,000	50,000	19.05%
UTILITY TAX - PROPANE	40,619	40,000	40,000	0.00%
LOCAL COMMUNICATIONS TAX	1,698,804	1,730,050	1,600,000	-7.52%
LOCAL BUSINESS TAX	187,061	190,000	190,000	0.00%
FIREFIGHTER PENSION (non-budgeted)	280,687	-	-	-
POLICE OFFICERS PENSION (non-budgeted)	314,729	-	-	-
TOTAL TAXES	12,301,424	11,879,650	12,727,000	7.13%
LICENSES AND PERMITS				
BUILDING PERMITS	1,081,168	800,000	995,000	24.38%
ELECTRIC PERMIT FEES	62,382	35,000	78,000	122.86%
PLUMBING PERMIT FEES	25,562	22,000	28,000	27.27%
MECHANICAL PERMIT FEES	43,775	30,000	48,000	60.00%
PLAN (BUILDING) ANALYSIS FEES	554,240	350,000	510,000	45.71%
RE-INSPECTION FEES	44,330	20,000	29,000	45.00%
TEMPORARY SIGN PERMITS	762	700	800	14.29%
MISCELLANEOUS PERMITS	22,824	13,000	40,000	207.69%
FRANCHISE FEES - ELECTRIC	3,177,726	3,450,000	3,450,000	0.00%
FRANCHISE FEES - WATER	340,673	340,000	342,000	0.59%
FRANCHISE FEES - GAS	77,974	85,000	77,000	-9.41%
FRANCHISE FEES - SEWER	229,748	223,000	235,000	5.38%
OTHER PERMITS AND LICENSES	3,939	2,500	3,000	20.00%
STREET OPENING PERMITS	-	100	-	-100.00%
ARBOR PERMIT	3,047	1,800	1,200	-33.33%
BUSINESS TAX APPLICATION FEES	2,576	2,600	4,000	53.85%
ADMINISTRATIVE PROCESSING FEE - BLDG	18,780	18,000	15,000	-16.67%
TOTAL LICENSES AND PERMITS	5,689,506	5,393,700	5,856,000	8.57%
INTERGOVERNMENTAL				
GRANT REVENUES (moved to separate fund)	73,777	-	-	-
STATE REVENUE SHARING	1,781,391	1,880,900	1,900,000	1.02%
STATE MOBILE HOME LICENSES	22,641	23,000	40,000	73.91%
STATE ALCOHOL BEVERAGE LICENSES	16,139	15,500	15,500	0.00%
LOCAL GOVT HALF CENT SALES TAX	6,180,303	6,570,700	6,450,000	-1.84%
FIREFIGHTER'S SUPPLEMENTAL COMP. FUND	12,830	16,000	13,000	-18.75%
STATE REBATE ON VEHICLE FUEL	39,280	37,000	40,000	8.11%
POLICE SCHOOL LIAISON PROGRAM	110,000	110,000	121,000	10.00%
POLICE TASK FORCE PROGRAM	30,591	25,000	25,000	0.00%
BUSINESS LICENSES - COUNTY	56,586	50,000	57,000	14.00%
TOTAL INTERGOVERNMENTAL	8,323,538	8,728,100	8,661,500	-0.76%

CITY OF APOPKA
GENERAL FUND BUDGET SUMMARY
REVENUES
BUDGET FISCAL YEAR 2015-16

	ACTUAL TOTALS FY 2013-14	ADOPTED BUDGET FY 2014-15	PROPOSED BUDGET FY 2015-16	PERCENT CHANGE
CHARGES FOR SERVICES				
ZONING FEES	29,970	23,000	21,000	-8.70%
RECORDS STORAGE FEES	26,160	20,000	27,000	35.00%
SALE OF MAPS AND PUBLICATIONS	130	400	400	0.00%
CERT. COPY RECORDS SEARCHES	12,247	7,000	15,500	121.43%
LIEN SEARCH FEES	42,035	30,000	51,000	70.00%
PROPERTY REGISTRATION FEES	173,800	90,000	100,250	11.39%
COMMISSIONS - SCHOOL IMPACT FEES & BLDG PERMITS	74,555	30,000	75,000	150.00%
OTHER CHARGES AND FEES	13,400	40,000	10,000	-75.00%
MAINTENANCE - CITY PROPERTY	9,181	7,000	21,500	207.14%
OTHER CHARGES AND FEES - TOWING	60,000	-	-	-
OTHER CHARGES AND FEES - TECHNOLOGY	1,695	-	-	-
OTHER CHARGES AND FEES - RED LIGHT	3,971	-	-	-
DISPATCH SERVICE FEES	1,106,466	1,167,300	415,000	-64.45%
AMBULANCE SERVICE FEES	708,612	650,000	710,000	9.23%
OTHER PUBLIC SAFETY CHARGES	2,300	10,000	10,500	5.00%
OTHER PUBLIC SAFETY CHARGES - POLICE	857	-	-	-
FIRE DEPT - BIRTHDAY FEES	1,960	1,800	1,000	-
FIRE DEPT - CPR FEES	570	3,000	-	-
PARKING CITATION SURCHARGES	300	150	-	-100.00%
911 FEES - ORANGE COUNTY DISTRIBUTION	54,093	70,000	60,000	-14.29%
CEMETERY FEES	9,075	8,000	8,800	10.00%
ENGINEERING FEES	46,075	23,000	48,000	108.70%
AIRPORT FUEL SALES (moved to separate fund)	592,142	-	-	-
RECREATION PROGRAM ACTIVITY FEES	478,685	475,000	480,000	1.05%
OTHER REC FEES	3,701	8,500	8,500	0.00%
OLD FLORIDA OUTDOOR FESTIVAL & OTHER EVENTS	247,305	300,000	700,000	133.33%
TOTAL CHARGES FOR SERVICES	3,699,285	2,964,150	2,763,450	-6.77%
FINES AND FORFEITURES				
COURT FINES, CONFISCATED PROP & RESTITUTION	370,401	620,000	505,000	-18.55%
POLICE EDUCATION	13,792	10,000	14,000	40.00%
PARKING FINES	3,769	1,100	4,800	336.36%
BUILDING VIOLATION FINES	1,327	3,000	1,500	-50.00%
CITY CODE VIOLATION FINES	27,426	85,000	85,000	0.00%
TRAFFIC LIGHT FINES	1,045,303	1,600,000	1,700,000	6.25%
TOTAL FINES AND FORFEITURES	1,462,018	2,319,100	2,310,300	-0.38%
MISCELLANEOUS REVENUE				
INTEREST INCOME - GENERAL GOV. INVESTMENTS	40,462	65,000	40,000	-38.46%
INTEREST INCOME - COUNTY TAX COLLECTOR	14,724	30,000	16,000	-46.67%
RENTAL OF CITY PROPERTY	240,556	201,000	285,000	41.79%
SALE OF CEMETERY LOTS	80,975	90,000	115,000	27.78%
SALE OF SURPLUS EQUIPMENT	569	500	500	0.00%
SCRAP SALES	-	300	300	0.00%
DISPOSITION OF CAPITAL ASSETS	10,875	2,500	3,000	20.00%
INSURANCE PROCEEDS	84,411	40,000	12,000	-70.00%
CONTRIBUTIONS AND DONATIONS	132,224	20,000	300,000	1400.00%
SETTLEMENTS	54,000	-	-	-
REIMBURSEMENTS FOR PRIOR YEARS	31,117	10,000	10,000	0.00%
MISCELLANEOUS REVENUE	110,492	590,000	250,000	-57.63%
CAPITAL FACILITY FEES - IMPACT FEES	50,650	30,000	50,000	66.67%
TOTAL MISCELLANEOUS REVENUE	851,055	1,079,300	1,081,800	0.23%

CITY OF APOPKA
GENERAL FUND BUDGET SUMMARY
REVENUES
 BUDGET FISCAL YEAR 2015-16

	ACTUAL TOTALS FY 2013-14	ADOPTED BUDGET FY 2014-15	PROPOSED BUDGET FY 2015-16	PERCENT CHANGE
NON-OPERATING REVENUE				
CARRY OVER APPROPRIATION	-	400,000	198,000	-50.50%
OTHER FINANCING SOURCES	4,147,929	1,069,000	1,551,900	45.17%
TRANSFER FROM TREE BANK RESERVES			217,500	
TRANSFER FROM TRANSPORTATION IMPACT FEES	105,879	55,000	58,300	6.00%
TRANSFER FROM RECREATION IMPACT FEES			2,000	
TRANSFER FROM STORMWATER FUND	24,000	24,000	29,000	20.83%
TRANSFER FROM UTILITY OPERATING FUND	3,546,330	3,759,110	4,650,000	23.70%
TRANSFER FROM SANITATION FUND	567,420	601,440	900,640	49.75%
TRANSFER FROM SPECIAL ASSESSMENT FUND	-	-	25,500	-
TRANSFER FRANCHISE FEES - WATER			-	
TOTAL NON-OPERATING REVENUE	8,391,558	5,908,550	7,632,840	29.18%
<hr/>				
TOTAL REVENUE	\$ 40,718,384	\$ 38,272,550	\$ 41,032,890	7.21%

CITY OF AOPKA
GENERAL FUND BUDGET SUMMARY
EXPENDITURES
 BUDGET FISCAL YEAR 2015-16

		ACTUAL TOTALS FY 2013-14	ADOPTED BUDGET FY 2014-15	PROPOSED BUDGET FY 2015-16	DOLLAR CHANGE	PERCENT CHANGE
GENERAL GOVERNMENT						
1010	MAYOR'S OFFICE	\$ 438,263	\$ 489,070	\$ 509,518	\$ 20,448	4.18%
1015	LEGAL SERVICES	88,753	100,000	150,100	50,100	50.10%
1020	ADMINISTRATION	1,378,323	829,270	627,814	(201,456)	-24.29%
1025	COMMUNITY OUTREACH	-	-	885,479	885,479	-
1030	CITY CLERK	302,495	204,085	231,097	27,012	13.24%
1120	FINANCE	547,803	498,635	530,891	32,256	6.47%
1170	HUMAN RESOURCES	305,834	322,210	845,227	523,017	162.32%
5110	INFORMATION TECHNOLOGY	1,554,160	1,825,445	1,676,637	(148,808)	-8.15%
TOTAL GENERAL GOVERNMENT		4,615,631	4,268,715	5,456,762	1,188,047	27.83%
PUBLIC SAFETY						
2110	FIRE CHIEF	1,314,336	1,101,970	1,203,513	101,543	9.21%
2120	FIRE SUPPRESSION	2,707,634	3,372,775	2,633,813	(738,962)	-21.91%
2130	FIRE EMS	4,953,801	5,256,580	5,946,860	690,280	13.13%
FIRE AND EMS		8,975,771	9,731,325	9,784,185	52,860	0.54%
2210	POLICE CHIEF	1,981,185	1,688,840	1,786,628	97,788	5.79%
2220	POLICE FIELD SERVICES	6,713,228	6,951,465	7,173,158	221,693	3.19%
2230	POLICE SUPPORT SERVICES	3,585,728	3,823,850	4,108,915	285,065	7.45%
2235	POLICE CROSSING GUARDS	74,665	91,975	98,583	6,608	7.18%
2250	DISPATCH	2,364,809	2,535,775	2,405,276	(130,499)	-5.15%
POLICE SERVICES		14,719,615	15,091,905	15,572,560	480,655	3.18%
TOTAL PUBLIC SAFETY		23,695,386	24,823,230	25,356,745	533,515	2.15%
COMMUNITY DEVELOPMENT						
4020	PLANNING	1,215,834	1,088,345	1,264,257	175,912	16.16%
4021	BUILDING INSPECTIONS	514,517	609,580	658,205	48,625	7.98%
TOTAL COMMUNITY DEVELOPMENT		1,730,351	1,697,925	1,922,462	224,537	13.22%
PUBLIC SERVICES						
1022	FACILITIES MAINTENANCE	592,709	516,440	615,394	98,954	19.16%
3310	FLEET MAINTENANCE	2,584,453	1,002,315	1,046,867	44,552	4.44%
3512	CEMETERY	107,695	130,745	131,170	425	0.33%
3513	GROUNDS MAINTENANCE	647,486	687,635	1,056,067	368,432	53.58%
TOTAL PUBLIC SERVICES		3,932,343	2,337,135	2,849,498	512,363	21.92%
CULTURE AND RECREATION						
3514	RECREATION ATHLETIC COMPLEXES	839,567	908,625	1,072,775	164,150	18.07%
3612	RECREATION ATHLETICS	999,956	1,095,095	1,061,227	(33,868)	-3.09%
3613	RECREATION PROGRAMS & CIVIC EVEN	826,311	649,930	526,450	(123,480)	-19.00%
TOTAL CULTURE AND RECREATION		2,665,834	2,653,650	2,660,452	6,802	0.26%
DEBT SERVICE		4,862,788	1,963,035	2,259,729	296,694	15.11%
TRANSFERS		604,233	528,860	527,241	(1,619)	-0.31%
TOTAL DEBT SERVICE & TRANSFERS		5,467,021	2,491,895	2,786,970	295,075	11.84%
TOTAL ALL DEPARTMENTS		\$ 42,106,566	\$ 38,272,550	\$ 41,032,890	\$ 2,760,340	7.21%

CITY OF AOPKA
SUMMARY OF FY16 REQUESTED CAPITAL

ALL CAPITAL REQUESTED:

DEPT	DISCRPTION	COST	To Be Financed	Financed Amt
Info Tech	<i>Reliable Network Connection</i>	\$ 75,000		
	<i>Backup Expansion</i>	25,000		
	<i>Patch Management Update</i>	3,000		
	<i>Phone System Upgrade</i>	120,000		
	<i>City Council Audio Upgrades</i>	10,000		
	<i>City Council Video Upgrades</i>	15,000		
	<i>Fire - VPN Router/Hotspot</i>	1,900		
	<i>Fire Department - MultiViewer</i>	1,800		
	<i>Comm Dev - Network Scanners (2)</i>	6,000		
	<i>Comm Dev - LaserJet Printer</i>	3,000		
	<i>Brocade 10G License Upgrade</i>	3,700		
	<i>Police - E-Citation Café Add On</i>	59,500		
	<i>Police - Server Upgrade</i>	25,000		
	<i>Police - Laptop Replacements</i>	20,000		
	<i>911 advisor software</i>	31,000		
	<i>Finance Dept - Financial Software</i>	187,975	✓	187,975
	<i>VMWare Software Upgrades</i>	35,000		
	<i>Network Vulnerabilty Scanning Software</i>	3,000		
	<i>City Clerk - CIMS Software</i>	15,000		
	Fire	<i>Police - Evidence Control Software</i>	7,500	
<i>Emergency Medical Dispatch (EMD)</i>		35,000		
<i>Fire Station 5 Construction</i>		675,000		
<i>Public Education Officer Vehicle</i>		31,500	✓	31,500
<i>Vehicle Emergency Lighting</i>		6,000		
<i>Motorola Mobile Radio</i>		6,500		
<i>OHD Quantifit Fit test machine</i>		15,000		
<i>SCBA bottle replacement</i>		19,000		
<i>Fire Engine 5</i>		600,000		
<i>Fire and Life Safety Education Portable Training</i>		2,000		
<i>Fire Extinguishers</i>				
<i>Cardiac monitors/defibrillators</i>		337,900		
<i>Replacement ambulance</i>		150,000	✓	150,000
Police	<i>AED (automatic external defibrillator) for staff admin vehicles</i>	5,500		
	<i>Stretcher upgrades and Power Load Pro devices for six ambulances</i>	325,925	✓	325,925
	<i>Graham's Garage-Covered Area</i>	20,000		
	<i>Refurbish Graham's Garage</i>	25,000		
	<i>Police Vehicle Purchase (SUV)</i>	40,000	✓	40,000
	<i>Police Vehicle Purchase (Sedan)</i>	30,000		
	<i>Police Vehicle Purchase (Pick-up 4x4)</i>	34,000	✓	34,000

CITY OF AOPKA
SUMMARY OF FY16 REQUESTED CAPITAL

ALL CAPITAL REQUESTED:

DEPT	DISCRIPTION	COST	To Be Financed	Financed Amt
	<i>Police Vehicle Purchase (MOTORS)</i>	85,000		
	<i>Police Vehicle Purchase (SUV)</i>	32,000	✓	32,000
	<i>Police Vehicle Purchase (SUV)</i>	32,000	✓	32,000
	<i>Police Vehicle Purchase (SUV)</i>	32,000		
	<i>Police Vehicle Purchase (SUV)</i>	32,000		
	<i>Police Vehicle Purchase (Canine SUV)</i>	40,000	✓	40,000
	<i>Police Vehicle Purchase (Fusion)</i>	26,000	✓	26,000
	<i>Police Vehicle Purchase (Fusion)</i>	26,000		
	<i>Police Vehicle Purchase (Fusion)</i>	26,000		
	<i>Police Vehicle Purchase (Sedan)</i>	28,500	✓	28,500
	<i>Police Vehicle Purchase (Sedan)</i>	28,500	✓	28,500
	<i>Police Vehicle Purchase (Sedan)</i>	28,500		
	<i>Police Vehicle Purchase (Sedan)</i>	28,500		
	<i>TASER Replacements</i>	18,000		
	<i>In Car Camera</i>	45,000		
	<i>Portable Radios (for 10 new officers)</i>	80,000		
	<i>Police Vehicle Purchase (Sedan)- 5</i>	145,000		
	<i>Police Vehicle Purchase (Sedan)- 5</i>	140,000	✓	140,000
	<i>Taser Weapon(for 10 new officers)</i>	12,000		
	<i>LASER / RADAR systems</i>	40,500		
	<i>Police Vehicle Purchase (VAN)</i>	33,000		
	<i>Police Vehicle Purchase (CID unmarked)</i>	30,000	✓	30,000
	<i>Police Vehicle Purchase (CID unmarked)</i>	30,000	✓	30,000
	<i>Police Vehicle Purchase (CID unmarked)</i>	30,000	✓	30,000
	<i>Police SRO Vehicle Purchase (mid SUV)</i>	30,000	✓	30,000
	<i>Police SRO Vehicle Purchase (mid SUV)</i>	30,000		
	<i>Canine body suit</i>	2,000		
	<i>SRT communications sets</i>	7,000		
	<i>Pin Arms Multi-Launcher - Less Lethal Gas Launcher</i>	2,500		
	<i>Police Vehicle Purchase (VAN)</i>	25,000		
	<i>Cross cut shredder</i>	2,900		
	<i>Commercial shredder-Dispatch</i>	1,900		
Facilities	<i>CNG F-150</i>	35,000	✓	35,000
	<i>A/C Replacement (4 units)</i>	27,500		
	<i>Roof Replacement - UCF Incubator</i>	27,000		
Fleet	<i>Vehicle Lift Replacement</i>	10,750		
	<i>Lubrication Equipment Replacement</i>	2,500		
	<i>48" Kubota Z724 Zero Turn Mower</i>	7,000		
	<i>60" Kubota Z726 Zero Turn Mower</i>	8,000		

CITY OF AOPKA
SUMMARY OF FY16 REQUESTED CAPITAL

ALL CAPITAL REQUESTED:

DEPT	DISCRIPTION	COST	To Be Financed	Financed Amt
Grounds	<i>Landscape trailer</i>	1,500		
	<i>Spreader (seed/fertilizer)Model GT-77</i>	1,500		
	<i>Kubota Tractor</i>	36,000	✓	36,000
	<i>Replace Trk 19-0659 1999 Ranger</i>	34,000	✓	34,000
	<i>(2) Kubota Mower Zero turn 60" @ \$7800 ea.</i>	15,600		
Recreation	<i>Groundsmaster 7200 With Groomer, Toro</i>	23,500	✓	23,500
	<i>Vacuum Versa Vac Unit, Toro</i>	25,500	✓	25,500
	<i>Pull down door for warehouse</i>	4,600		
	<i>Reel Mower</i>	53,500	✓	53,500
	<i>Williams Park Concrete pads for bleachers</i>	7,500		
	<i>Ford Focus-replacement vehicle</i>	18,000	✓	18,000
	<i>Used School bus or smaller bus new bus</i>	60,000	✓	60,000
Comm Devel	<i>Used School bus or smaller bus new bus</i>	60,000		
	<i>Ford Escape (2)- Replacement</i>	50,000	✓	50,000
	<i>Ford Escaper - New Employee</i>	25,000		
TOTALS		\$ 4,690,450		\$ 1,551,900

TOTAL REQUESTED	\$ 4,690,450
TOTAL TO BE FINANCED	\$ 1,551,900
AMOUNT NOT PURCHASED DUE TO LACK OF FUNDING	\$ 3,138,550

CITY OF APOPKA
SUMMARY OF FY16 REQUESTS FOR PERSONNEL

ALL PERSONNEL REQUESTS:

DEPT	POSITION	PAY GRADE	SALARY	BENEFITS	TOTAL COST
Finance	Accounting Manager	122	\$ 60,907	\$ 24,904	\$ 85,811
City Clerk	PT Records Clerk	n/a	14,560	1,164	15,724
Human Resources	Administrative Support Clerk	108	30,763	17,579	48,342
Police	Police Officers (10) - full year	81	454,801	266,963	721,764
	Promote- Deputy Police Chief (2)	91	21,197	16,325	37,522
	Crossing Guards (2 PT)	n/a	13,200	1,578	14,778
	Lead Communications Tech	114	2,500	607	3,107
Fleet	Equipment Mechanic	113	39,261	20,972	60,233
Grounds	(3) Maintenance Worker I	105	79,722	53,145	132,867
Ath Complexes	Maintenance Worker I (2)	105	88,578	35,430	124,008
	Reclass - Grounds Specialist to Shop Specialist	110	2,408	667	3,075
Athletics	Recreation Leader I	107	29,299	18,496	47,795
	Reclass Maint I to Maint II	107	1,612	462	2,074
	Recreation Leader I	107	29,299	18,496	47,795
Planning	Planner I	117	47,722	22,755	70,477
	Secretary I	107	29,299	17,223	46,522
Building	Plans Examiner	- 119	52,617	24,053	76,670
	Multiple Code Inspectors (2)	117	95,444	45,510	140,954
	Secretary I	107	29,299	17,223	46,522
Streets	Maintenance Worker I	105	26,574	19,159	45,733
TOTAL COST FOR NEW PERSONNEL-GENERAL FUND					<u>\$ 1,771,773</u>
401-Maintenance	Utility Service Worker I (2)	107	58,598	36,828	95,426
	Maintenance Backflow Worker (2)	107	58,598	36,312	94,910
TOTAL COST FOR NEW PERSONNEL-UTILITY FUND					<u>\$ 3,632,347</u>

**CITY OF AOPKA
MAYOR'S OFFICE**

LINE ITEM DETAIL

	<u>2014</u> <u>ACTUAL</u>	<u>2015</u> <u>BUDGET</u>	<u>2015</u> <u>ESTIMATE</u>	<u>2016</u> <u>REQUESTED</u>
PERSONNEL COSTS:				
1200 REG. SALARIES	272,538	268,600	268,600	274,519
1210 LONGEVITY PAY	693	50	50	103
1600 OTHER REIMBURSED ALLOWANCES	-	-	-	12,000
2100 F.I.C.A.	20,812	21,250	21,250	21,708
2200 RETIREMENT CONTRIBUTION	14,793	35,390	35,390	37,436
2300 LIFE & HEALTH INSURANCE	14,460	15,330	15,330	20,176
2400 WORKERS COMPENSATION	2,000	2,000	2,000	709
TOTAL	325,296	342,620	342,620	366,652
SUPPLIES AND SERVICES:				
3150 CITY ATTORNEY - LEGAL FEES	<i>Amounts were moved to separate Division (Legal)</i>			-
3400 OTHER CONTRACTUAL SERVICES	-	-	-	-
4000 TRAVEL & PER DIEM	6,345	20,000	16,040	28,766
4100 COMMUNICATION SERVICES	1,804	3,650	3,000	-
4200 FREIGHT & POSTAGE	482	750	750	1,000
4500 LIABILITY & CASUALTY INSURANCE	1,500	1,500	1,500	-
4600 REPAIR & MAINT - BLDG & EQUIP	980	1,200	1,500	2,000
4650 VEHICLE MAINTENANCE	422	-	-	-
4700 PRINTING SERVICES	286	500	400	2,000
4900 OTHER CHARGES	-	-	55,000	-
5100 OFFICE SUPPLIES	2,933	5,000	2,500	3,000
5200 OPERATING SUPPLIES	60,514	42,100	42,100	42,600
5250 FUEL & GASOLINE	211	-	526	-
5400 BOOKS,PUBS,SUBS & MEMBSHP	30,572	42,750	42,000	51,500
5500 TRAINING	2,300	9,000	3,449	12,000
TOTAL	108,349	126,450	168,765	142,866
CAPITAL OUTLAY:				
6400 CAPITAL EQUIPMENT	4,618	20,000	10,000	-
TOTAL	4,618	20,000	10,000	-
TOTAL COST	438,263	489,070	521,385	509,518

**CITY OF APOPKA
MAYOR'S OFFICE**

STAFFING ANALYSIS

<u>POSITION</u>	<u>2014</u>	<u>2015</u>	<u>2016</u>
MAYOR	1	1	1
VICE MAYOR	1	1	1
COMMISSIONER	3	3	3
MAYOR'S SECRETARY	1	1	1
TOTAL	6	6	6

CAPITAL OUTLAY

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

**CITY OF APOPKA
OPERATING BUDGET JUSTIFICATION FORM
FISCAL YEAR 2015-16**

Fund	<u>General Fund - 001</u>
Department	<u>Mayor's Office - 1010-512</u>
Line Item #	<u>3150</u>
Line Item Description	<u>City Attorney - Legal Fees</u>

Item	Description	Justification	Estimated Cost
	Legal Fees	Attorney's Fees based upon total spent by City over three fiscal years <i>Moved to separate division (Legal)</i>	100,000 <i>(100,000)</i>

Total Cost	\$	-
------------	----	---

**CITY OF APOPKA
OPERATING BUDGET JUSTIFICATION FORM
FISCAL YEAR 2015-16**

Fund	<u>General Fund - 001</u>
Department	<u>Mayor's Office - 1010-512</u>
Line Item #	<u>3400</u>
Line Item Description	<u>Other Contractual Services</u>

Item	Description	Justification	Estimated Cost
	Apopka Youth Works	Expanded funding of Mayor's summer jobs program <i>moved to Community Outreach</i>	50,000 <i>(50,000)</i>

Total Cost	\$	-
------------	----	---

**CITY OF APOPKA
OPERATING BUDGET JUSTIFICATION FORM
FISCAL YEAR 2015-16**

Fund	<u>General Fund - 001</u>
Department	<u>Mayor's Office - 1010-512</u>
Line Item #	<u>4000</u>
Line Item Description	<u>Travel & Per Diem</u>

Item	Description	Justification	Estimated Cost
	USCM Winter Meeting 1/2016 Hotel, Washington, DC	\$300*3	900
	USCM Winter Meeting 1/2016 Airfare, Washington, DC	\$250*1	250
	USCM Winter Meeting 1/2016 Per Diem, Washington, DC	\$71*4	284
	NLC Congressional City Conference 3/2016 Hotel, Washington, DC	\$300*4*5	6,000
	NLC Congressional City Conference 3/2016 Airfare, Washington, DC	\$250*5	1,250
	NLC Congressional City Conference 3/2016 Per Diem, Washington, DC	\$71*5*5	1,775
	Legislative Action Days 4/2016 Hotel, Tallahassee, FL	\$225*5	1,125
	Legislative Action Days 4/2016 Mileage/Tolls, Tallahassee, FL	\$325*5	1,625
	USCM Conference 6/2016 Hotel, Location TBA	\$350*6	2,100
	USCM Conference 6/2016 Airfare, Location TBA	\$600*1	600
	USCM Conference 6/2016 Per Diem, Location TBA	\$71*7	497
	FLC Conference 8/2016 Hotel, Hollywood, FL	\$250*2*5	2,500
	FLC Conference 8/2016 Per Diem, Hollywood, FL	\$71*3*5	1,065
	FLC Conference 8/2016 Mileage, Hollywood, FL	\$325*5	1,625
	NLC Congress of Cities and Exposition 11/2016 Hotel, Pittsburgh, PA	\$300*3*5	4,500
	NLC Congress of Cities and Exposition 11/2016 Airfare, Pittsburgh, PA	\$250*5	1,250
	NLC Congress of Cities and Exposition 11/2016 Per Diem, Pittsburgh, PA	\$71*4*5	1,420

Total Cost	\$ 28,766
-------------------	------------------

**CITY OF APOPKA
OPERATING BUDGET JUSTIFICATION FORM
FISCAL YEAR 2015-16**

Fund	<u>General Fund - 001</u>
Department	<u>Mayor's Office - 1010-512</u>
Line Item #	<u>4200</u>
Line Item Description	<u>Freight & Postage</u>

Item	Description	Justification	Estimated Cost
	<i>Post Office Box Renewal</i>	<i>PO Box (1229) used for billing, mailing</i>	<i>300</i>
	<i>Postage</i>	<i>Daily, Art & Foliage Invitations</i>	<i>700</i>

Total Cost	\$ 1,000
-------------------	-----------------

**CITY OF APOPKA
OPERATING BUDGET JUSTIFICATION FORM
FISCAL YEAR 2015-16**

Fund	<u>General Fund - 001</u>
Department	<u>Mayor's Office - 1010-512</u>
Line Item #	<u>4600</u>
Line Item Description	<u>Repair and Maintenance - Bldg & Equip</u>

Item	Description	Justification	Estimated Cost
	Canon Copier - maintenance	\$100/mo x 12 mo	1,200
	Canon Copier - repairs	anticipated repairs	800

Total Cost	\$ 2,000
-------------------	-----------------

**CITY OF APOPKA
OPERATING BUDGET JUSTIFICATION FORM
FISCAL YEAR 2015-16**

Fund	<u>General Fund - 001</u>
Department	<u>Mayor's Office - 1010-512</u>
Line Item #	<u>4700</u>
Line Item Description	<u>Printing Services</u>

Item	Description	Justification	Estimated Cost
	<i>Business cards</i>	<i>Business Cards for Mayor & Assistant</i>	<i>300</i>
	<i>Stationery</i>	<i>Notecards, Letterhead & Envelopes</i>	<i>300</i>

Total Cost	\$	600
-------------------	-----------	------------

**CITY OF APOPKA
OPERATING BUDGET JUSTIFICATION FORM
FISCAL YEAR 2015-16**

Fund	<u>General Fund - 001</u>
Department	<u>Mayor's Office - 1010-512</u>
Line Item #	<u>4900</u>
Line Item Description	<u>Other Charges</u>

Item	Description	Justification	Estimated Cost
	WBZW Airtime & Promotions	Annual contract for weekly radio program <i>Moved to Community Outreach</i>	22,000 <i>(22,000)</i>

Total Cost	\$	-
------------	----	---

**CITY OF APOPKA
OPERATING BUDGET JUSTIFICATION FORM
FISCAL YEAR 2015-16**

Fund	<u>General Fund - 001</u>
Department	<u>Mayor's Office - 1010-512</u>
Line Item #	<u>5100</u>
Line Item Description	<u>Office Supplies</u>

Item	Description	Justification	Estimated Cost
	Office Supplies	Paper, Pens, Organization Materials to Support Operations of Mayor's Office and Commissioners	3,000

Total Cost	\$ 3,000
------------	----------

**CITY OF APOPKA
OPERATING BUDGET JUSTIFICATION FORM
FISCAL YEAR 2015-16**

Fund	<u>General Fund - 001</u>
Department	<u>Mayor's Office - 1010-512</u>
Line Item #	<u>5200</u>
Line Item Description	<u>Operating Supplies</u>

Item	Description	Justification	Estimated Cost
	<i>Commissioners' Discretionary Fund</i>	<i>\$3,000 for each Commissioner to Use for Community Donations and Discretionary Spending</i>	<i>12,000</i>
	<i>Community Donations</i>	<i>Matching Donations for Employee Fundraising; Contributions to Sports Programs and Community Charities</i>	<i>10,000</i>
	<i>City Sponsored Tables / Luncheons</i>	<i>Table Sponsorship Fees for Various Luncheons (Mayor's Prayer Breakfast, Chamber, Love Banquet, etc.)</i>	<i>5,000</i>
	<i>OFOF Appreciation Luncheon</i>	<i>Catering Fees for City-Hosted Luncheon</i>	<i>2,500</i>
	<i>Employee Holiday Gathering</i>	<i>Catering Fees for City-Hosted Luncheon</i>	<i>2,500</i>
	<i>Tri-County Luncheon</i>	<i>Catering Fees for City-Hosted Luncheon</i>	<i>2,500</i>
	<i>Miss Apopka</i>	<i>Portraiture & Program ads</i>	<i>2,500</i>
	<i>Art & Foliage Festival</i>	<i>Chair Rental, Supplies, Art Purchase</i>	<i>2,000</i>
	<i>Keys to City / Awards</i>	<i>Keys to City for Dignitaries, Citizen Awards</i>	<i>2,000</i>
	<i>Flowers</i>	<i>Flowers for Dignitaries</i>	<i>1,500</i>
	<i>Water</i>	<i>Bottled Water for Council Meetings</i>	<i>100</i>

Total Cost	\$ 42,600
-------------------	------------------

**CITY OF APOPKA
OPERATING BUDGET JUSTIFICATION FORM
FISCAL YEAR 2015-16**

Fund	<u>General Fund - 001</u>
Department	<u>Mayor's Office - 1010-512</u>
Line Item #	<u>5400</u>
Line Item Description	<u>Books, Publications & Subscriptions</u>

Item	Description	Justification	Estimated Cost
	<i>MetroPlan Orlando</i>	<i>Annual Membership</i>	<i>25,000</i>
	<i>Orlando Economic Development Commission</i>	<i>Annual Membership</i>	<i>5,000</i>
	<i>Executive Trustee Program</i>	<i>Annual Contribution</i>	<i>5,000</i>
	<i>National League of Cities</i>	<i>Annual Membership</i>	<i>4,000</i>
	<i>Florida League of Cities</i>	<i>Annual Membership</i>	<i>5,000</i>
	<i>Tri-County League of Cities</i>	<i>Annual Membership</i>	<i>1,000</i>
	<i>United States Conference of Mayors</i>	<i>Annual Membership</i>	<i>4,000</i>
	<i>Florida League of Mayors</i>	<i>Annual Membership</i>	<i>1,000</i>
	<i>VisitFlorida</i>	<i>Annual Membership</i>	<i>500</i>
	<i>Visit Orlando</i>	<i>Annual Membership</i>	<i>500</i>
	 <i>Newspapers & Magazines</i>	 <i>Orlando Sentinel, Apopka Chief, Periodicals</i>	 <i>500</i>

Total Cost	\$ 51,500
-------------------	------------------

**CITY OF AOPKA
OPERATING BUDGET JUSTIFICATION FORM
FISCAL YEAR 2015-16**

Fund	<u>General Fund - 001</u>
Department	<u>Mayor's Office - 1010-512</u>
Line Item #	<u>5500</u>
Line Item Description	<u>Training</u>

Item	Description	Justification	Estimated Cost
	USCM Winter Meeting, Washington, DC 1/20-22/2016	\$1000*1	1,000
	NLC Congressional City Conference, Washington, DC 3/5-9/2016	\$700*5	3,500
	USCM Annual Conference, Location TBA June 2016	\$1000*1	1,000
	FLC Conference, Hollywood, FL August	\$500*5	2,500
	NLC Congress of Cities and Exposition, Pittsburgh, PA 11/16-19/2016	\$700*5	3,500
	Annual Ethics CLE	\$100*5	500

Total Cost	\$ 12,000
-------------------	------------------

PAGE LEFT INTENTIONALLY BLANK

ADMINISTRATION

PROGRAM: LEGAL SERVICES

LINE ITEM DETAIL

	2014 ACTUAL	2015 BUDGET	2015 ESTIMATE	2016 PROPOSED
SERVICE COSTS:				
3150 LEGAL SERVICE - CITY ATTORNEY	88,753	100,000	100,000	100,000
3160 LEGAL SERVICES -LABOR ATTORNEY	-	-	-	50,000
4200 FREIGHT & POSTAGE	-	-	-	100
TOTAL	88,753	100,000	100,000	150,100
TOTAL COST	88,753	100,000	100,000	150,100

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

**CITY OF AOPKA
OPERATING BUDGET JUSTIFICATION FORM
FISCAL YEAR 2015-16**

Fund	<u>General Fund - 001</u>
Department	<u>Legal Services 1015-513</u>
Line Item #	<u>3150</u>
Line Item Description	<u>Legal Services City Attorney</u>

Item	Description	Justification	Estimated Cost
	<i>Legal Fees- City Attorney</i>	<i>Attorney's Fees based upon total spent by City over three fiscal years</i>	<i>100,000</i>

Total Cost	\$ 100,000
-------------------	-------------------

**CITY OF APOPKA
OPERATING BUDGET JUSTIFICATION FORM
FISCAL YEAR 2015-16**

Fund	<u>General Fund - 001</u>
Department	<u>Legal Services 1015-513</u>
Line Item #	<u>3160</u>
Line Item Description	<u>Legal Services- Labor Attorney</u>

Item	Description	Justification	Estimated Cost
	<i>Legal services - Labor Attorney</i>	<i>Necessary support to ensure policies, procedures and actions are appropriate</i>	<i>50,000</i>

Total Cost	\$ 50,000
-------------------	------------------

**CITY OF AOPKA
OPERATING BUDGET JUSTIFICATION FORM
FISCAL YEAR 2015-16**

Fund	<u>General Fund - 001</u>
Department	<u>Legal Services 1015-513</u>
Line Item #	<u>4200</u>
Line Item Description	<u>Freight & Postage</u>

Item	Description	Justification	Estimated Cost
	Miscellaneous mailings	Overnight, FedEx, UPS costs	100

Total Cost	\$	100
------------	----	-----

**CITY OF APOPKA
ADMINISTRATIVE SERVICES**

LINE ITEM DETAIL

	<u>2014</u> <u>ACTUAL</u>	<u>2015</u> <u>BUDGET</u>	<u>2015</u> <u>ESTIMATE</u>	<u>2016</u> <u>REQUESTED</u>
PERSONNEL COSTS:				
1200 REGULAR SALARIES AND WAGES	870,018	574,610	383,342	237,381
1210 LONGEVITY PAY	16,411	2,300	2,300	350
1300 OTHER SALARIES & WAGES	11,086	11,000	11,000	-
1400 OVERTIME	-	-	922	-
1600 OTHER REIMBURSED ALLOWANCES	-	-	-	12,000
2100 F.I.C.A.	41,309	45,970	29,405	19,104
2200 RETIREMENT CONTRIBUTION	137,665	77,370	36,809	33,384
2300 LIFE AND HEALTH INSURANCE	43,800	54,150	57,072	44,170
2400 WORKERS COMPENSATION	5,700	5,700	125,700	624
TOTAL	1,125,989	771,100	646,550	347,014
SUPPLIES AND OTHER SERVICES:				
3100 PROFESSIONAL SERVICES	10,265	15,200	100,000	-
3400 OTHER CONTRACTUAL SERVICES	-	-	-	264,000
4000 TRAVEL AND PER DIEM	2,624	3,000	3,000	500
4100 COMMUNICATION	3,331	3,000	2,000	-
4200 FREIGHT & POSTAGE	1,753	1,000	500	1,000
4400 RENTALS & LEASES	-	-	-	4,000
4500 LIABILITY & CASUALTY INSURANCE	4,470	4,470	4,470	-
4600 REPAIRS AND MAINTENANCE	8,717	9,000	7,500	-
4650 VEHICLE MAINTENANCE	478	3,000	137	-
4700 PRINTING AND BINDING	-	-	-	500
4800 PROMOTIONAL ACTIVITIES	-	-	-	-
4900 OTHER CHARGES	-	-	-	-
4903 TEMPORARY LABOR	200,000	-	-	-
5100 OFFICE SUPPLIES	3,913	4,000	2,500	3,000
5200 OPERATING SUPPLIES	13,152	11,750	11,750	1,700
5250 FUEL & GASOLINE	671	750	116	-
5400 BOOKS, PUBS, SUBS & MEMBERSHIPS	2,470	-	-	1,600
5500 TRAINING	490	3,000	-	4,500
TOTAL	252,334	58,170	131,973	280,800
CAPITAL OUTLAY:				
6400 EQUIPMENT	-	-	-	-
TOTAL	-	-	-	-
TOTAL COST	1,378,323	829,270	778,523	627,814

**CITY OF APOPKA
ADMINISTRATIVE SERVICES**

<u>POSITION</u>	<u>2014</u>	<u>2015</u>	<u>2016</u>
CHIEF ADMINISTRATIVE OFFICER	1	1	1
ASSISTANT TO CITY ADMINISTRATOR	1	1	0
ADMINISTRATIVE SERVICES MANAGER*	1	0	1
RECEPTIONIST	0	1	1
SECRETARY*	1	0	0
INSURANCE CLERK **	1	0	0
TOTAL	5	3	3

* Position was moved to Community Outreach

** Position was moved to Human Resources

CAPITAL OUTLAY

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

**CITY OF AOPKA
OPERATING BUDGET JUSTIFICATION FORM
FISCAL YEAR 2015-16**

Fund	<u>General Fund - 001</u>
Department	<u>Administrative Services - 1020-512</u>
Line Item #	<u>3400</u>
Line Item Description	<u>Other Contractual Services</u>

Item	Description	Justification	Estimated Cost
	<i>Lobbyist/Consultant Contract</i>	<i>\$22,000 per month</i>	<i>264,000</i>

Total Cost	\$ 264,000
-------------------	-------------------

**CITY OF AOPKA
OPERATING BUDGET JUSTIFICATION FORM
FISCAL YEAR 2015-16**

Fund	<u>General Fund - 001</u>
Department	<u>Administrative Services - 1020-512</u>
Line Item #	<u>4000</u>
Line Item Description	<u>Travel & Per Diem</u>

Item	Description	Justification	Estimated Cost
	<i>Travel costs</i>	<i>Cost associated with City Administrator responsibilities</i>	<i>500</i>

Total Cost	\$	500
-------------------	-----------	------------

**CITY OF AOPKA
OPERATING BUDGET JUSTIFICATION FORM
FISCAL YEAR 2015-16**

Fund	<u>General Fund - 001</u>
Department	<u>Administrative Services - 1020-512</u>
Line Item #	<u>4200</u>
Line Item Description	<u>Freight & Postage</u>

Item	Description	Justification	Estimated Cost
	<i>Postage</i>	<i>USPS, FedEx and UPS fees as required</i>	<i>1,000</i>

Total Cost	\$ 1,000
-------------------	-----------------

**CITY OF AOPKA
OPERATING BUDGET JUSTIFICATION FORM
FISCAL YEAR 2015-16**

Fund	<u>General Fund - 001</u>
Department	<u>Administrative Services - 1020-512</u>
Line Item #	<u>4400</u>
Line Item Description	<u>Rentals and Leases</u>

Item	Description	Justification	Estimated Cost
	<i>Pitney Bowes</i>	<i>Mail machine lease</i>	<i>4,000</i>

Total Cost	\$	4,000
-------------------	-----------	--------------

**CITY OF APOPKA
OPERATING BUDGET JUSTIFICATION FORM
FISCAL YEAR 2015-16**

Fund	<u>General Fund - 001</u>
Department	<u>Administrative Services - 1020-512</u>
Line Item #	<u>4700</u>
Line Item Description	<u>Printing Services</u>

Item	Description	Justification	Estimated Cost
	<i>Business cards, letterhead, envelopes, etc.</i>		500

Total Cost	\$	500
------------	----	-----

**CITY OF AOPKA
OPERATING BUDGET JUSTIFICATION FORM
FISCAL YEAR 2015-16**

Fund	<u>General Fund - 001</u>
Department	<u>Administrative Services - 1020-512</u>
Line Item #	<u>5100</u>
Line Item Description	<u>Office Supplies</u>

Item	Description	Justification	Estimated Cost
	<i>Office Supplies</i>	<i>Supplies needed for daily operations Mail Machine ink, paper, pens, etc.</i>	<i>3,000</i>

Total Cost	\$ 3,000
-------------------	-----------------

**CITY OF APOPKA
OPERATING BUDGET JUSTIFICATION FORM
FISCAL YEAR 2015-16**

Fund	<u>General Fund - 001</u>
Department	<u>Administrative Services - 1020-512</u>
Line Item #	<u>5200</u>
Line Item Description	<u>Operating Supplies</u>

Item	Description	Justification	Estimated Cost
	<i>Operating supplies</i>	<i>toner replacements, small office equipment, bottled water, etc.</i>	<i>1,700</i>

Total Cost	\$ 1,700
-------------------	-----------------

**CITY OF APOPKA
OPERATING BUDGET JUSTIFICATION FORM
FISCAL YEAR 2015-16**

Fund	<u>General Fund - 001</u>
Department	<u>Administrative Services - 1020-512</u>
Line Item #	<u>5400</u>
Line Item Description	<u>Books, Publications & Subscriptions</u>

Item	Description	Justification	Estimated Cost
	<i>Memberships</i>	<i>FCCMA</i>	<i>200</i>
	<i>Subscriptions</i>	<i>ICMA</i>	<i>1,400</i>

Total Cost	\$ 1,600
-------------------	-----------------

**CITY OF APOPKA
OPERATING BUDGET JUSTIFICATION FORM
FISCAL YEAR 2015-16**

Fund	<u>General Fund - 001</u>
Department	<u>Administrative Services - 1020-512</u>
Line Item #	<u>5500</u>
Line Item Description	<u>Training</u>

Item	Description	Justification	Estimated Cost
	<i>Various Professional Conferences</i>	<i>FLC Conference, FCCMA conference and ICMA Conferences</i>	4,500

Total Cost	\$ 4,500
-------------------	-----------------

PAGE LEFT INTENTIONALLY BLANK

**CITY OF APOPKA
COMMUNITY OUTREACH**

LINE ITEM DETAIL

	<u>2014</u> <u>ACTUAL</u>	<u>2015</u> <u>BUDGET</u>	<u>2015</u> <u>ESTIMATE</u>	<u>2016</u> <u>REQUESTED</u>
PERSONNEL COSTS:				
1200 REGULAR SALARIES AND WAGES	-	-	-	181,417
1210 LONGEVITY PAY	-	-	-	93
1400 OVERTIME	-	-	-	-
1600 OTHER REIMBURSED ALLOWANCES	-	-	-	480
2100 F.I.C.A.	-	-	-	13,922
2200 RETIREMENT CONTRIBUTION	-	-	-	29,846
2300 LIFE AND HEALTH INSURANCE	-	-	-	30,264
2400 WORKERS COMPENSATION	-	-	-	455
TOTAL	-	-	-	256,477
SUPPLIES AND OTHER SERVICES:				
3100 PROFESSIONAL SERVICES	-	-	-	80,000
3400 OTHER CONTRACTUAL SERVICES	-	-	-	236,600
4000 TRAVEL AND PER DIEM	-	-	-	3,000
4200 EMPLOYEE DEVELOPMENT	-	-	-	1,500
4400 REPAIR AND MAINTENANCE	-	-	-	64,250
4700 PRINTING SERVICES	-	-	-	23,488
4800 PROMOTIONAL ADVERTISING	-	-	-	50,000
4900 OTHER CHARGES	-	-	-	22,300
5100 OFFICE SUPPLIES	-	-	-	3,000
5200 OPERATING SUPPLIES	-	-	-	138,115
5400 BOOKS, PUBS, SUBS & MEMBERSHIPS	-	-	-	1,749
TOTAL	-	-	-	624,002
CAPITAL OUTLAY:				
6300 INFRASTRUCTURE	-	-	-	-
6400 EQUIPMENT	-	-	-	-
TOTAL	-	-	-	-
9800 CONTINGENCY	-	-	-	5,000
TOTAL COST	-	-	-	885,479

**CITY OF APOPKA
COMMUNITY OUTREACH**

<u>POSITION</u>	<u>2014</u>	<u>2015</u>	<u>2016</u>
PUBLIC INFORMATION OFFICER	0	1	1
GRANT & NEIGHBORHOOD SERVICES COORDINATOR	0	1	1
COMMUNITY EVENTS MANAGER	1	1	1
TOTAL	1	3	3

CAPITAL OUTLAY

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

**CITY OF AOPKA
OPERATING BUDGET JUSTIFICATION FORM
FISCAL YEAR 2015-16**

Fund	<u>General Fund - 001</u>
Department	<u>Community Outreach - 1025-574</u>
Line Item #	<u>3100</u>
Line Item Description	<u>Professional Services</u>

Item	Description	Justification	Estimated Cost
	<i>Website development</i>	<i>Contracted services to create new city website</i>	<i>50,000</i>
	<i>Events Sponsorship Consultant</i>	<i>\$2500/month</i>	<i>30,000</i>

Total Cost	\$ 80,000
-------------------	------------------

**CITY OF APOPKA
OPERATING BUDGET JUSTIFICATION FORM
FISCAL YEAR 2015-16**

Fund	<u>General Fund - 001</u>
Department	<u>Community Outreach - 1025-574</u>
Line Item #	<u>3400</u>
Line Item Description	<u>Other Contractual Services</u>

Item	Description	Justification	Estimated Cost
	<i>Apopka Youth Works</i>	<i>Expanded funding of Mayor's summer jobs program</i>	<i>50,000</i>
	<i>Entertainment (DJ, Band)</i>	<i>Apopka Food Truck Round Up (\$150*12)</i>	<i>1,800</i>
		<i>Zombie Apokalyipse</i>	<i>2,000</i>
		<i>Christmas Concert</i>	<i>11,000</i>
		<i>Cinco deMayo</i>	<i>2,500</i>
		<i>4th of July</i>	<i>10,000</i>
		<i>Food & Wine Festival</i>	<i>2,500</i>
		<i>Public Safety Day</i>	<i>500</i>
	<i>Davey Rocker</i>	<i>Old Florida Outdoor Festival</i>	<i>800</i>
	<i>Concert Performers</i>	<i>Old Florida Outdoor Festival</i>	<i>100,000</i>
	<i>Dock Dogs</i>	<i>Old Florida Outdoor Festival</i>	<i>8,500</i>
	<i>Photographer</i>	<i>Old Florida Outdoor Festival</i>	<i>1,350</i>
	<i>Racing Pigs</i>	<i>Old Florida Outdoor Festival</i>	<i>2,750</i>
	<i>Zipline & Kidrides</i>	<i>Old Florida Outdoor Festival</i>	<i>12,000</i>
	<i>Exotic Birds</i>	<i>Old Florida Outdoor Festival</i>	<i>3,900</i>
	<i>Weather insurance</i>	<i>Old Florida Outdoor Festival</i>	<i>3,000</i>
	<i>Sound & Lighting</i>	<i>Old Florida Outdoor Festival</i>	<i>45,000</i>
	<i>Electrical Support</i>	<i>Old Florida Outdoor Festival</i>	<i>15,000</i>
	<i>Weather insurance</i>	<i>Food & Wine Festival</i>	<i>3,000</i>
	<i>Sound & Lighting</i>	<i>Food & Wine Festival</i>	<i>6,000</i>
	<i>Big Wheel Race</i>	<i>Public Safety Day</i>	<i>5,000</i>

Total Cost	\$ 236,600
-------------------	-------------------

**CITY OF AOPKA
OPERATING BUDGET JUSTIFICATION FORM
FISCAL YEAR 2015-16**

Fund	<u>General Fund - 001</u>
Department	<u>Community Outreach - 1025-574</u>
Line Item #	<u>4000</u>
Line Item Description	<u>Travel & Per Diem</u>

Item	Description	Justification	Estimated Cost
	<i>Misc. Travel</i>	<i>Grant and Sponsorship events</i>	<i>3,000</i>

Total Cost	\$ 3,000
-------------------	-----------------

**CITY OF APOPKA
OPERATING BUDGET JUSTIFICATION FORM
FISCAL YEAR 2015-16**

Fund	<u>General Fund - 001</u>
Department	<u>Community Outreach - 1025-574</u>
Line Item #	<u>4200</u>
Line Item Description	<u>Freight & Postage</u>

Item	Description	Justification	Estimated Cost
	<i>Misc. mail-outs</i>	<i>Mail out marketing materials</i>	<i>1,500</i>

Total Cost	\$ 1,500
------------	----------

**CITY OF AOPKA
OPERATING BUDGET JUSTIFICATION FORM
FISCAL YEAR 2015-16**

Fund	<u>General Fund - 001</u>
Department	<u>Community Outreach - 1025-574</u>
Line Item #	<u>4400</u>
Line Item Description	<u>Rentals and Leases</u>

Item	Description	Justification	Estimated Cost
	<i>PortaLets</i>	<i>Apopka Food Truck Round Up (\$150*12)</i>	<i>1,800</i>
		<i>Old Florida Outdoor Festival</i>	<i>5,870</i>
		<i>Food & wine Festival</i>	<i>2,000</i>
		<i>4th of July</i>	<i>2,000</i>
	<i>Photobooth</i>	<i>Zombie Apopkalyse</i>	<i>680</i>
		<i>Old Florida Outdoor Festival</i>	<i>4,000</i>
		<i>Cinco deMayo</i>	<i>1,000</i>
		<i>City Administrator's Adjustment</i>	<i>(5,680)</i>
	<i>Light Towers</i>	<i>Old Florida Outdoor Festival</i>	<i>3,200</i>
	<i>Tents</i>	<i>Old Florida Outdoor Festival</i>	<i>30,000</i>
	<i>Golf Carts</i>	<i>Old Florida Outdoor Festival</i>	<i>4,000</i>
	<i>Refrigeration Truck</i>	<i>Old Florida Outdoor Festival</i>	<i>200</i>
	<i>Generators</i>	<i>Old Florida Outdoor Festival</i>	<i>4,180</i>
	<i>Hotel Rooms</i>	<i>Old Florida Outdoor Festival</i>	<i>3,000</i>
	<i>Barricades</i>	<i>Old Florida Outdoor Festival</i>	<i>1,600</i>
		<i>Move to Public Services to purchase</i>	<i>(1,600)</i>
	<i>Generators</i>	<i>Food & Wine Festival</i>	<i>4,000</i>
	<i>Tents</i>	<i>Food & Wine Festival</i>	<i>4,000</i>

Total Cost	\$ 64,250
-------------------	------------------

**CITY OF AOPKA
OPERATING BUDGET JUSTIFICATION FORM
FISCAL YEAR 2015-16**

Fund General Fund - 001
Department Community Outreach - 1025-574
Line Item # 4700
Line Item Description Printing Services

Item	Description	Justification	Estimated Cost
	<i>Posters & Fliers</i>	<i>Zombie Apokalyptse</i>	600
		<i>Bike with the Mayor</i>	600
		<i>Christmas Concert</i>	1,000
		<i>Old Florida Outdoor Festival</i>	600
		<i>Cinco deMayo</i>	600
		<i>Food & Wine Festival</i>	2,000
		<i>Public Safety Day</i>	350
		<i>City Administrator's Adjustment</i>	<i>(750)</i>
	<i>Wrist bands</i>	<i>Old Florida Outdoor Festival</i>	1,800
		<i>Food & Wine Festival</i>	1,000
		<i>Cinco deMayo</i>	800
	<i>Misc. printing</i>	<i>Various print products for community outreach, tourism and economic development</i>	2,000
		<i>City Administrator's Adjustment</i>	<i>(500)</i>
	<i>Banners</i>	<i>Apopka Food Truck Round Up</i>	250
		<i>Christmas Concert</i>	2,000
		<i>Old Florida Outdoor Festival</i>	3,600
		<i>Food & Wine Festival</i>	2,500
		<i>City Administrator's Adjustment</i>	<i>(2,088)</i>
	<i>Signage</i>	<i>Zombie Apokalyptse</i>	4,000
		<i>Christmas Concert</i>	3,000
		<i>Cinco deMayo</i>	2,500
		<i>City Administrator's Adjustment</i>	<i>(2,375)</i>

Total Cost	\$ 23,488
-------------------	------------------

**CITY OF AOPKA
OPERATING BUDGET JUSTIFICATION FORM
FISCAL YEAR 2015-16**

Fund	<u>General Fund - 001</u>
Department	<u>Community Outreach - 1025-574</u>
Line Item #	<u>4800</u>
Line Item Description	<u>Promotional Advertising</u>

Item	Description	Justification	Estimated Cost
	<i>Facebook Advertising</i>	<i>Apopka Food Truck Round Up (\$25*12)</i>	300
		<i>Zombie Apokalypse</i>	400
		<i>Bike with the Mayor</i>	100
		<i>Christmas Concert</i>	400
		<i>Old Florida Outdoor Festival</i>	500
		<i>Cinco deMayo</i>	300
		<i>4th of July</i>	100
		<i>Food & Wine Festival</i>	400
	<i>Orlando Sentinel</i>	<i>Zombie Apokalypse</i>	800
		<i>Christmas Concert</i>	1,000
		<i>Old Florida Outdoor Festival</i>	5,000
		<i>Cinco deMayo</i>	800
		<i>4th of July</i>	2,000
		<i>Food & Wine Festival</i>	800
	<i>Apopka Chief</i>	<i>Zombie Apokalypse</i>	500
		<i>Christmas Concert</i>	350
		<i>Old Florida Outdoor Festival</i>	3,000
		<i>Cinco deMayo</i>	200
		<i>4th of July</i>	500
		<i>Food & Wine Festival</i>	1,000
	<i>Orlando Weekly</i>	<i>Zombie Apokalypse</i>	1,000
		<i>Food & Wine Festival</i>	800
	<i>Cox Media</i>	<i>Old Florida Outdoor Festival</i>	12,000
	<i>Radio Ads</i>	<i>Old Florida Outdoor Festival</i>	15,000
	<i>Misc. Advertising</i>	<i>Advertising for future projects</i>	20,000
		<i>City Administrator's Adjustment</i>	(17,250)

Total Cost	\$ 50,000
-------------------	------------------

**CITY OF AOPKA
OPERATING BUDGET JUSTIFICATION FORM
FISCAL YEAR 2015-16**

Fund	<u>General Fund - 001</u>
Department	<u>Community Outreach - 1025-574</u>
Line Item #	<u>4900</u>
Line Item Description	<u>Other Charges</u>

Item	Description	Justification	Estimated Cost
	<i>Trademark</i>	<i>Zombie Apokalypse</i>	100
	<i>Websites</i>	<i>Web domain and hosting for promotions</i>	200
	<i>WBZW Airtime & Promotions</i>	<i>Annual contract for weekly radio program</i>	22,000

Total Cost	\$ 22,300
-------------------	------------------

**CITY OF APOPKA
OPERATING BUDGET JUSTIFICATION FORM
FISCAL YEAR 2015-16**

Fund	<u>General Fund - 001</u>
Department	<u>Community Outreach - 1025-574</u>
Line Item #	<u>5100</u>
Line Item Description	<u>Office Supplies</u>

Item	Description	Justification	Estimated Cost
	<i>Office Supplies</i>	<i>Printer ink, paper, notepads, pens</i>	<i>3,000</i>

Total Cost	\$ 3,000
-------------------	-----------------

**CITY OF AOPKA
OPERATING BUDGET JUSTIFICATION FORM
FISCAL YEAR 2015-16**

Fund	<u>General Fund - 001</u>
Department	<u>Community Outreach - 1025-574</u>
Line Item #	<u>5200</u>
Line Item Description	<u>Operating Supplies</u>

Item	Description	Justification	Estimated Cost
	<i>Cups, T-shirts, beverages, permit, decorations, contest prizes, etc.</i>	<i>Zombie Apopkalyse</i>	19,850
		<i>City Administrator's Adjustment</i>	(3,850)
	<i>Decorations, beverages, permit</i>	<i>Christmas Concert</i>	5,550
	<i>Food & water</i>	<i>Bike with the Mayor</i>	2,000
	<i>ABC License, ice & beverages</i>	<i>Old Florida Outdoor Festival</i>	14,060
	<i>Awards & prizes</i>	<i>Old Florida Outdoor Festival</i>	43,000
	<i>Catering</i>	<i>Old Florida Outdoor Festival</i>	10,000
	<i>Backdrop, totebags, wood chips</i>	<i>Old Florida Outdoor Festival</i>	1,255
	<i>Volunteer t-shirts and food</i>	<i>Old Florida Outdoor Festival</i>	2,500
	<i>Food, decorations, beverages, permit</i>	<i>Cinco deMayo</i>	10,050
	<i>Beverages</i>	<i>4th of July</i>	5,000
	<i>Fireworks</i>	<i>4th of July</i>	15,000
	<i>Food, Beverages, cups, decorations</i>	<i>Food & Wine Festival</i>	11,500
	<i>Water</i>	<i>Public Safety Day</i>	200
	<i>Misc. office operation supplies</i>	<i>Unplanned office expenses</i>	2,000

Total Cost	\$ 138,115
-------------------	-------------------

**CITY OF AOPKA
OPERATING BUDGET JUSTIFICATION FORM
FISCAL YEAR 2015-16**

Fund	<u>General Fund - 001</u>
Department	<u>Community Outreach - 1025-574</u>
Line Item #	<u>5400</u>
Line Item Description	<u>Books, Publications & Subscriptions</u>

Item	Description	Justification	Estimated Cost
	<i>Membership Fee</i>	<i>Florida Festival and Events Association</i>	<i>250</i>
	<i>Subscription(2)</i>	<i>Adobe Creative Cloud graphic and video design software annual subscription</i>	<i>1,200</i>
		<i>Centralized support function - IT</i>	<i>(1,200)</i>
	<i>Membership Fee</i>	<i>The Foundation Center (grants resource)</i>	<i>1,499</i>

Total Cost	\$	1,749
-------------------	-----------	--------------

**CITY OF APOPKA
OPERATING BUDGET JUSTIFICATION FORM
FISCAL YEAR 2015-16**

Fund	<u>General Fund - 001</u>
Department	<u>Community Outreach - 1025-574</u>
Line Item #	<u>5500</u>
Line Item Description	<u>Training</u>

Item	Description	Justification	Estimated Cost
	<i>Conference</i>	<i>Florida Festival and Events Association</i>	<i>500</i>
	<i>Seminars</i>	<i>Grant Seminars</i>	<i>1,000</i>
	<i>Events</i>	<i>Attend various events to obtain ideas for the City hosted events</i>	<i>2,000</i>

Total Cost	\$ 3,500
-------------------	-----------------

**CITY OF APOPKA
OPERATING BUDGET JUSTIFICATION FORM
FISCAL YEAR 2015-16**

Fund	<u>General Fund - 001</u>
Department	<u>Community Outreach - 1025-574</u>
Line Item #	<u>9300</u>
Line Item Description	<u>Contingency</u>

Item	Description	Justification	Estimated Cost
	Contingency	Funding set aside to have available should a unanticipated expense occurs <i>City Administrator's Adjustment</i>	25,000 <i>(20,000)</i>

Total Cost	\$ 5,000
------------	----------

PAGE LEFT INTENTIONALLY BLANK

**CITY OF APOPKA
CITY CLERK**

LINE ITEM DETAIL

	<u>2014</u> <u>ACTUAL</u>	<u>2015</u> <u>BUDGET</u>	<u>2015</u> <u>ESTIMATE</u>	<u>2016</u> <u>REQUESTED</u>
PERSONNEL COSTS:				
1200 REGULAR SALARIES AND WAGES	156,592	125,500	121,440	136,620
1210 LONGEVITY PAY	446	550	494	285
1600 OTHER REIMBURSED ALLOWANCES	-	-	-	-
2100 F.I.C.A.	11,887	9,740	9,233	10,473
2200 RETIREMENT CONTRIBUTION	8,820	20,500	12,925	13,090
2300 LIFE AND HEALTH INSURANCE	14,460	15,330	15,329	20,176
2400 WORKERS COMPENSATION	2,000	2,000	1,999	342
Personnel Requested: Records Clerk				
TOTAL	194,205	173,620	161,420	180,987
SUPPLIES AND OTHER SERVICES:				
3100 PROFESSIONAL SERVICES	300	-	-	1,000
3400 OTHER CONTRACTUAL SERVICES	77,621	1,000	1,200	28,890
4020 TRAVEL & PER DIEM	-	200	500	1,000
4100 COMMUNICATIONS	478	520	-	-
4200 FREIGHT & POSTAGE	172	1,700	250	1,000
4400 RENTALS AND LEASES	-	-	-	-
4500 LIABILITY & CASUALTY INSURANCE	1,500	1,500	-	-
4600 REPAIR AND MAINTENANCE	7,628	7,800	7,800	1,500
4700 PRINTING AND BINDING	14,085	6,200	6,000	6,200
4800 PROMOTIONAL ADVERTISING	-	-	-	-
4900 OTHER CHARGES	666	2,200	2,200	1,500
4902 LEGAL ADVERTISING	2,855	3,500	2,500	3,000
5100 OFFICE SUPPLIES	856	2,100	2,000	2,000
5200 OPERATING SUPPLIES	1,551	2,000	2,000	2,000
5400 BOOKS, PUBS, SUBS & MEMBERSHIPS	488	770	770	720
5500 TRAINING	90	975	1,000	1,300
TOTAL	108,290	30,465	26,220	50,110
CAPITAL OUTLAY:				
6300 IMPROVEMENTS OTHER THAN BLDG	-	-	-	-
6400 EQUIPMENT	-	-	-	-
TOTAL	-	-	-	-
TOTAL COST	302,495	204,085	187,640	231,097

**CITY OF APOPKA
CITY CLERK**

STAFFING ANALYSIS

NUMBER OF FULL-TIME/PART-TIME PERSONNEL

<u>POSITION</u>	<u>2014</u>	<u>2015</u>	<u>2016</u>
CITY CLERK	1	1	1
DEPUTY CITY CLERK	1	1	1
RECORDS CLERK - PART TIME*	0	0	0
TOTAL	2	2	2

* New Position Requested

CAPITAL OUTLAY

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

**CITY OF APOPKA
STAFFING REQUEST FORM
FISCAL YEAR 2015-16**

Fund General Fund - 001
Department City Clerk 1030-512
Division _____

Position Title	Justification	FT / PT	Proposed Cost
Part-time Records Clerk	Perform data input, filing, and maintaining records. Research records and related data, serve as records management liason under direct supervision of the City Clerk.	PT	0

FT = Regular Full Time
 PT = Regular Part Time
 PTT = Temporary

ATTACH JOB DESCRIPTION TO THIS FORM

Coord: _____

**CITY OF AOPKA
OPERATING BUDGET JUSTIFICATION FORM
FISCAL YEAR 2015-16**

Fund	<u>General Fund - 001</u>
Department	<u>City Clerk 1030-512</u>
Line Item #	<u>3100</u>
Line Item Description	<u>Professional Services</u>

Item	Description	Justification	Estimated Cost
1	<i>Election - language translation</i>	<i>(Spanish & Creole)</i>	1,000

Total Cost	\$ 1,000
------------	----------

**CITY OF APOPKA
OPERATING BUDGET JUSTIFICATION FORM
FISCAL YEAR 2015-16**

Fund	<i>General Fund - 001</i>
Department	<i>City Clerk 1030-512</i>
Line Item #	<i>3400</i>
Line Item Description	<i>Other Contractual Services</i>

Item	Description	Justification	Estimated Cost
1	General Election / Runoff Election (SOE & Pollworkers)	City Election in March 2016 possible Runoff April 2016	20,000
		<i>City Administrator's Adjustment</i>	<i>(17,000)</i>
2	Municipal Code Corporation	Annual Billing (online Code)	700
	MyMunicode	OrdBank, CodeBank, MuniPRO, Custom Banner	500
	Re-codification of Code of Ordinances	Recodification base cost for 15 copies, 10 pt 962 pgs (if we decide only 10 copies are needed 24,260)	24,540
4	State of Florida - Library Services	Microfilm Storage	150

Total Cost	\$ 28,890
-------------------	------------------

**CITY OF APOPKA
OPERATING BUDGET JUSTIFICATION FORM
FISCAL YEAR 2015-16**

Fund	<u>General Fund - 001</u>
Department	<u>City Clerk 1030-512</u>
Line Item #	<u>4000</u>
Line Item Description	<u>Travel & Per Diem</u>

Item	Description	Justification	Estimated Cost
1	Travel to conferences	Travel & per diem FACC Academy Spring & Fall Academies for certifications Florida Association of City Clerks	500

Total Cost	\$	500
------------	----	-----

**CITY OF APOPKA
OPERATING BUDGET JUSTIFICATION FORM
FISCAL YEAR 2015-16**

Fund	<u>General Fund - 001</u>
Department	<u>City Clerk 1030-512</u>
Line Item #	<u>4600</u>
Line Item Description	<u>Repair and Maintenance - Bldg & Equip</u>

Item	Description	Justification	Estimated Cost
1	Records Destruction	Executive Consoles from Crown Shredding for shredding services 10 citywide consoles	1,500
2	IMS Maintenance Agreement	Cemetery Lot Manager	3,241
		Centralized support function-IT	(3,241)
3	DCR Support	Digital Recording System in Chamber	1,050
		Centralized support function-IT	(1,050)
4	Laserfiche Support	Document Imaging / Indexing (if not upgrading to Avante - Support \$2,982)	8,053
		Centralized support function-IT	(8,053)
5	Cemetery Software Support	Maintenance Support for New Cemetery Software	300
5		Centralized support function-IT	(300)

Total Cost	\$ 1,500
-------------------	-----------------

**CITY OF APOPKA
OPERATING BUDGET JUSTIFICATION FORM
FISCAL YEAR 2015-16**

Fund	<u>General Fund - 001</u>
Department	<u>City Clerk 1030-512</u>
Line Item #	<u>4700</u>
Line Item Description	<u>Printing Services</u>

Item	Description	Justification	Estimated Cost
1	<i>Municode Code Supplements</i>	<i>Codification of Ordinances (\$23/pg)</i>	3,000
2	<i>2016 General Election Ballots, etc.</i>		3,000
3	<i>Miscellaneous Printing</i>		200

Total Cost	\$ 6,200
-------------------	-----------------

**CITY OF AOPKA
OPERATING BUDGET JUSTIFICATION FORM
FISCAL YEAR 2015-16**

Fund	<u>General Fund - 001</u>
Department	<u>City Clerk 1030-512</u>
Line Item #	<u>4900</u>
Line Item Description	<u>Other Charges</u>

Item	Description	Justification	Estimated Cost
1	<i>Document Recording</i>	<i>OC Comptroller recording fees (anticipate more recordings with development increasing)</i>	1,000
2	<i>Miscellaneous</i>	<i>Miscellaneous items such as outsourced document imaging or notary fees</i>	500

Total Cost	\$ 1,500
-------------------	-----------------

**CITY OF AOPKA
OPERATING BUDGET JUSTIFICATION FORM
FISCAL YEAR 2015-16**

Fund	<u>General Fund - 001</u>
Department	<u>City Clerk 1030-512</u>
Line Item #	<u>4902</u>
Line Item Description	<u>Legal Advertising</u>

Item	Description	Justification	Estimated Cost
1	<i>Legal advertising</i>	<i>required advertising (we will have required advertising for elections)</i>	3,000

Total Cost	\$ 3,000
------------	----------

**CITY OF AOPKA
OPERATING BUDGET JUSTIFICATION FORM
FISCAL YEAR 2015-16**

Fund	<u>General Fund - 001</u>
Department	<u>City Clerk 1030-512</u>
Line Item #	<u>5100</u>
Line Item Description	<u>Office Supplies</u>

Item	Description	Justification	Estimated Cost
1	<i>Office Supplies</i>	<i>Minute Books, Copy Paper, envelopes, letterhead, general office supplies</i>	2,000

Total Cost	\$ 2,000
-------------------	-----------------

**CITY OF APOPKA
OPERATING BUDGET JUSTIFICATION FORM
FISCAL YEAR 2015-16**

Fund	<u>General Fund - 001</u>
Department	<u>City Clerk 1030-512</u>
Line Item #	<u>5200</u>
Line Item Description	<u>Operating Supplies</u>

Item	Description	Justification	Estimated Cost
1	<i>Operating Supplies</i>	<i>Toner/printer supplies Replacement of office equipment,</i>	2,000

Total Cost	\$ 2,000
------------	----------

**CITY OF APOPKA
OPERATING BUDGET JUSTIFICATION FORM
FISCAL YEAR 2015-16**

Fund	<u>General Fund - 001</u>
Department	<u>City Clerk 1030-512</u>
Line Item #	<u>5400</u>
Line Item Description	<u>Books, Publications & Subscriptions</u>

Item	Description	Justification	Estimated Cost
1	<i>FACC Memberships (2)</i>	<i>Required for certification</i>	200
2	<i>IIMC Memberships (2)</i>	<i>Required for certification</i>	400
3	<i>Apopka Chief Subscription</i>		20
4	<i>Miscellaneous</i>		100

Total Cost	\$	720
-------------------	-----------	------------

**CITY OF APOPKA
OPERATING BUDGET JUSTIFICATION FORM
FISCAL YEAR 2015-16**

Fund	<u>General Fund - 001</u>
Department	<u>City Clerk 1030-512</u>
Line Item #	<u>5500</u>
Line Item Description	<u>Training</u>

Item	Description	Justification	Estimated Cost
1	<i>FACC Fall & Summer Academy Registration</i>	<i>For obtaining certifications</i>	1,000
2	<i>FACC Webinars</i>	<i>CE hrs for certification</i>	300
		<i>We now have two personnel working toward certifications</i>	

Total Cost	\$ 1,300
-------------------	-----------------

PAGE LEFT INTENTIONALLY BLANK

**CITY OF AOPKA
FINANCE**

LINE ITEM DETAIL

	<u>2014</u>	<u>2015</u>	<u>2015</u>	<u>2016</u>
	<u>ACTUAL</u>	<u>BUDGET</u>	<u>ESTIMATE</u>	<u>REQUESTED</u>
PERSONNEL COSTS:				
1200 REGULAR SALARIES AND WAGES	341,901	335,050	281,001	331,848
1210 LONGEVITY PAY	1,537	1,675	1,675	1,418
1400 OVERTIME	33	-	76	-
1600 OTHER REIMBURSED ALLOWANCES	-	-	-	480
2100 F.I.C.A.	25,954	25,760	20,417	25,532
2200 RETIREMENT CONTRIBUTION	39,475	38,510	27,977	38,929
2300 LIFE AND HEALTH INSURANCE	33,525	35,550	35,549	49,950
2400 WORKERS COMPENSATION	4,800	4,800	4,800	834
Personnel Requested: Acctg Mgr				
TOTAL	447,225	441,345	371,494	448,991
SUPPLIES AND OTHER SERVICES:				
3100 PROFESSIONAL SERVICES	47,627	1,000	971	1,000
3200 AUDIT SERVICES	17,375	19,350	19,350	48,000
3400 OTHER CONTRACTUAL SERVICES	11,700	13,000	13,000	15,600
4000 TRAVEL & PER DIEM	-	-	-	1,100
4100 COMMUNICATION	-	-	150	-
4200 FREIGHT & POSTAGE	2,630	2,600	2,750	3,200
4400 RENTAL & LEASES	7,140	-	-	4,390
4500 LIABILITY & CASUALTY INSURANCE	8,046	7,140	7,140	-
4600 REPAIR AND MAINTENANCE	-	9,300	9,300	-
4700 PRINTING SERVICES	603	600	850	850
4900 OTHER CHARGES AND OBLIGATIONS	-	-	-	-
4902 LEGAL ADVERTISING	1,279	200	1,300	1,300
5100 OFFICE SUPPLIES	1,053	1,100	1,100	1,200
5200 OPERATING SUPPLIES	1,694	1,300	1,300	2,300
5400 BOOKS, PUBS, SUBS & MEMBERSHIPS	981	1,250	2,000	850
5500 TRAINING	450	450	550	2,110
TOTAL	100,578	57,290	59,761	81,900
TOTAL COST	547,803	498,635	431,255	530,891

**CITY OF APOPKA
FINANCE**

STAFFING ANALYSIS

NUMBER OF FULL-TIME/PART-TIME PERSONNEL

<u>POSITION</u>	<u>2014</u>	<u>2015</u>	<u>2016</u>
FINANCE DIRECTOR	1	1	1
FINANCIAL APPLICATIONS MANAGER	1	1	1
ACCOUNTANT II	1	1	1
ACCOUNTS PAYABLE SPECIALIST	1	1	1
ACCOUNTING MANAGER*	0	0	1
TOTAL	4	4	5

* New Position Requested

CAPITAL OUTLAY

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

**CITY OF APOPKA
STAFFING REQUEST FORM
FISCAL YEAR 2015-16**

Fund General Fund - 001
Department Finance Dept 1120-513
Division _____

Position Title	Justification	FT / PT	Proposed Cost
Accounting Manager	Backfill of Accounting Manager who will be Project Manager during the Edmunds implementation	FT	85,811

FT = Regular Full Time
 PT = Regular Part Time
 PTT = Temporary

ATTACH JOB DESCRIPTION TO THIS FORM

Coord: _____

**CITY OF APOPKA
OPERATING BUDGET JUSTIFICATION FORM
FISCAL YEAR 2015-16**

Fund	<u>General Fund - 001</u>
Department	<u>Finance Dept 1120-513</u>
Line Item #	<u>3100</u>
Line Item Description	<u>Professional Services</u>

Item	Description	Justification	Estimated Cost
1	<i>Budget Award</i>	<i>GFOA-Distinguished Budget Presentation Award</i>	450
2	<i>CAFR Award</i>	<i>GFOA-Certificate of Achievement for Excellence in Financial Reporting</i>	550

Total Cost	\$ 1,000
-------------------	-----------------

**CITY OF AOPKA
OPERATING BUDGET JUSTIFICATION FORM
FISCAL YEAR 2015-16**

Fund	<u>General Fund - 001</u>
Department	<u>Finance Dept 1120-513</u>
Line Item #	<u>3200</u>
Line Item Description	<u>Audit Services</u>

Item	Description	Justification	Estimated Cost
1	Annual Audit	CAFR Requirement: Total contract is \$48,000 and was previously allocated amongst all funds	48,000

Total Cost	\$ 48,000
------------	-----------

**CITY OF AOPKA
OPERATING BUDGET JUSTIFICATION FORM
FISCAL YEAR 2015-16**

Fund	<u>General Fund - 001</u>
Department	<u>Finance Dept 1120-513</u>
Line Item #	<u>3400</u>
Line Item Description	<u>Other Contractual Services</u>

Item	Description	Justification	Estimated Cost
1	<i>Bank Fees</i>	<i>Regions Analysis Fees (12*300)</i>	3,600
2	<i>Credit Card Processing Fees</i>	<i>Regions Merchant Services Fees (12*1,000)</i>	12,000

Total Cost	\$ 15,600
-------------------	------------------

**CITY OF AOPKA
OPERATING BUDGET JUSTIFICATION FORM
FISCAL YEAR 2015-16**

Fund	<u>General Fund - 001</u>
Department	<u>Finance Dept 1120-513</u>
Line Item #	<u>4000</u>
Line Item Description	<u>Travel & Per Diem</u>

Item	Description	Justification	Estimated Cost
1	<i>Florida Governmental Financial Officers Assoc Conference (2 attending)</i>	<i>Per Diem (2*150)</i>	300
		<i>Lodging at conference (2*400)</i>	800

Total Cost	\$ 1,100
-------------------	-----------------

**CITY OF AOPKA
OPERATING BUDGET JUSTIFICATION FORM
FISCAL YEAR 2015-16**

Fund	<u>General Fund - 001</u>
Department	<u>Finance Dept 1120-513</u>
Line Item #	<u>4200</u>
Line Item Description	<u>Freight & Postage</u>

Item	Description	Justification	Estimated Cost
1	USPS	Mail machine postage costs associated with AP and other mailings (12*230)	2,760
2	FEDEX	CAFR and Budget Mailings	440

Total Cost	\$ 3,200
-------------------	-----------------

**CITY OF APOPKA
OPERATING BUDGET JUSTIFICATION FORM
FISCAL YEAR 2015-16**

Fund	<u>General Fund - 001</u>
Department	<u>Finance Dept 1120-513</u>
Line Item #	<u>4400</u>
Line Item Description	<u>Rentals & Leases</u>

Item	Description	Justification	Estimated Cost
	<i>Copier Lease</i>	<i>Monthly lease @ \$280.93</i> <i>Monochrome copies @ .0049 per image</i> <i>Color copies @ .046 per image</i>	3,400 490 500

Total Cost	\$	4,390
-------------------	-----------	--------------

**CITY OF AOPKA
OPERATING BUDGET JUSTIFICATION FORM
FISCAL YEAR 2015-16**

Fund	<u>General Fund - 001</u>
Department	<u>Finance Dept 1120-513</u>
Line Item #	<u>4600</u>
Line Item Description	<u>Repair and Maintenance - Bldg & Equip</u>

Item	Description	Justification	Estimated Cost
1	IMS TPA Contract	Quarterly maintenance payment (4*2137) <i>Centralized function in IT</i>	

Total Cost	\$	-
------------	----	---

**CITY OF APOPKA
OPERATING BUDGET JUSTIFICATION FORM
FISCAL YEAR 2015-16**

Fund	<u>General Fund - 001</u>
Department	<u>Finance Dept 1120-513</u>
Line Item #	<u>4700</u>
Line Item Description	<u>Printing Services</u>

Item	Description	Justification	Estimated Cost
1	<i>Report Covers - Budget & CAFR</i>	<i>Printing costs for covers and dividers in the Budget Book and the CAFR</i>	350
2	<i>Printing of the CAFR</i>	<i>Copies to be distributed as required</i>	250
3	<i>Printing of the Annual Budget</i>	<i>Copies supplied upon request</i>	250

Total Cost	\$	850
-------------------	-----------	------------

**CITY OF AOPKA
OPERATING BUDGET JUSTIFICATION FORM
FISCAL YEAR 2015-16**

Fund	<u>General Fund - 001</u>
Department	<u>Finance Dept 1120-513</u>
Line Item #	<u>4902</u>
Line Item Description	<u>Legal Advertising</u>

Item	Description	Justification	Estimated Cost
	<i>Orlando Sentinel</i>	<i>TRIM publication requirements</i>	<i>1,300</i>

Total Cost	\$ 1,300
-------------------	-----------------

**CITY OF AOPKA
OPERATING BUDGET JUSTIFICATION FORM
FISCAL YEAR 2015-16**

Fund	<u>General Fund - 001</u>
Department	<u>Finance Dept 1120-513</u>
Line Item #	<u>5100</u>
Line Item Description	<u>Office Supplies</u>

Item	Description	Justification	Estimated Cost
1	Paper	Copies and printing	700
2	Toner Cartridges	Replacements (5 per year) <i>included in copier lease</i>	900 <i>(900)</i>
3	3" D-Ring Binders	Used for Budget Prep	100
4	1099 Forms	Annual 1099 requirement	50
5	Window Envelopes	AP supplies	200
6	Pens, Pencils, Staples, Post its, etc.	Replenish as needed	150

Total Cost	\$ 1,200
-------------------	-----------------

**CITY OF AOPKA
OPERATING BUDGET JUSTIFICATION FORM
FISCAL YEAR 2015-16**

Fund	<i>General Fund - 001</i>
Department	<i>Finance Dept 1120-513</i>
Line Item #	<i>5200</i>
Line Item Description	<i>Operating Supplies</i>

Item	Description	Justification	Estimated Cost
1	<i>Credit Card machine upgrades</i>	<i>Annual upgrades</i>	300
2	<i>Office Chairs</i>	<i>3 New chairs for staff</i>	1,000
3	<i>Desktop scanners</i>	<i>4 scanners to attach documents in Edmunds</i>	1,000

Total Cost	\$ 2,300
-------------------	-----------------

**CITY OF AOPKA
OPERATING BUDGET JUSTIFICATION FORM
FISCAL YEAR 2015-16**

Fund	<u>General Fund - 001</u>
Department	<u>Finance Dept 1120-513</u>
Line Item #	<u>5400</u>
Line Item Description	<u>Books, Publications & Subscriptions</u>

Item	Description	Justification	Estimated Cost
1	Memberships	Florida Government Finance Officers' Assoc Annual - Membership (3*25)	75
		Florida Institute of Certified Public Accountants - Annual Membership	200
		Government Finance Officers' Assoc Annual Membership	225
2	Subscriptions	Government Accounting Standards Board (GASB) Guides	350

Total Cost	\$ 850
-------------------	---------------

**CITY OF APOPKA
OPERATING BUDGET JUSTIFICATION FORM
FISCAL YEAR 2015-16**

Fund	<u>General Fund - 001</u>
Department	<u>Finance Dept 1120-513</u>
Line Item #	<u>5500</u>
Line Item Description	<u>Training</u>

Item	Description	Justification	Estimated Cost
1	<i>FGFOA Quarterly Meetings</i>	<i>Local Chapter Meetings (4*15)</i>	60
2	<i>GFOA Conference</i>	<i>Annual Conference (2*225)</i>	450
3	<i>CPA continuing education</i>	<i>CPEs required for CPA license</i>	1,600

Total Cost	\$ 2,110
-------------------	-----------------

**CITY OF APOPKA
HUMAN RESOURCES**

LINE ITEM DETAIL

	<u>2014</u>	<u>2015</u>	<u>2015</u>	<u>2016</u>	
	<u>ACTUAL</u>	<u>BUDGET</u>	<u>ESTIMATE</u>	<u>REQUESTED</u>	
PERSONNEL COSTS:					
1200	REGULAR SALARIES AND WAGES	195,259	205,940	189,970	267,116
1210	LONGEVITY PAY	938	1,040	2,388	1,480
1600	OTHER REIMBURSED ALLOWANCES	-	-	-	-
2100	F.I.C.A.	14,231	15,840	14,006	20,548
2200	RETIREMENT CONTRIBUTION	32,899	32,950	26,844	44,050
2300	LIFE AND HEALTH INSURANCE	21,630	22,950	22,949	40,352
2400	WORKERS COMPENSATION	2,700	2,700	2,700	671
2500	UNEMPLOYMENT COMPENSATION	-	-	-	15,000
	Personnel Requested: Admin Support Clerk				
TOTAL		267,657	281,420	258,857	389,217
SUPPLIES AND OTHER SERVICES:					
3100	PROFESSIONAL SERVICES	4,935	5,600	25,000	105,000
3400	OTHER CONTRACTUAL SERVICES	-	-	-	6,920
4000	TRAVEL & PER DIEM	-	500	1,000	1,200
4100	COMMUNICATIONS	-	-	-	-
4200	FREIGHT & POSTAGE	208	250	250	250
4500	LIABILITY INSURANCE	2,220	2,220	2,220	295,000
4600	REPAIR AND MAINTENANCE	22,797	25,000	25,000	-
4700	PRINTING AND BINDING	-	500	500	750
4900	OTHER CHARGES AND OBLIGATIONS	-	-	-	21,500
5100	OFFICE SUPPLIES	1,616	2,500	1,200	2,000
5200	OPERATING SUPPLIES	2,313	2,500	1,200	2,500
5400	BOOKS, PUBS, SUBS & MEMBERSHIPS	739	1,220	1,220	390
5500	TRAINING	-	500	500	500
TOTAL		34,828	40,790	58,090	436,010
CAPITAL OUTLAY:					
6200	BUILDING	-	-	-	-
6400	EQUIPMENT	-	-	-	-
6800	INTANGIBLES	3,349	-	-	-
TOTAL		3,349	-	-	-
9800	CONTINGENCY	-	-	-	20,000
TOTAL COST		305,834	322,210	316,947	845,227

**CITY OF APOPKA
HUMAN RESOURCES**

STAFFING ANALYSIS

NUMBER OF FULL-TIME/PART-TIME PERSONNEL

<u>POSITION</u>	<u>2014</u>	<u>2015</u>	<u>2016</u>
HUMAN RESOURCES DIRECTOR	1	1	1
RISK SPECIALIST	0	0	1
HUMAN RESOURCES SPECIALIST I	2	2	2
ADMINISTRATIVE SUPPORT CLERK*	0	0	0
TOTAL	3	3	4

* New Position Requested

CAPITAL OUTLAY

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

**CITY OF APOPKA
STAFFING REQUEST FORM
FISCAL YEAR 2015-16**

Fund General Fund - 001
Department Human Resources 1170-513
Division _____

Position Title	Justification	FT / PT	Proposed Cost
Administrative Support Clerk	over the last year, we absorbed duties during a time of transition; although we also absorbed a position, we are still slightly understaffed - an administrative support position would relieve the clerical duties and help me with keeping my workflow manageable	FT	48,342

FT = Regular Full Time
 PT = Regular Part Time
 PTT = Temporary

ATTACH JOB DESCRIPTION TO THIS FORM

Coord: _____

**CITY OF APOPKA
OPERATING BUDGET JUSTIFICATION FORM
FISCAL YEAR 2015-16**

Fund	<u>General Fund - 001</u>
Department	<u>Human Resources 1170-513</u>
Line Item #	<u>3100</u>
Line Item Description	<u>Professional Services</u>

Item	Description	Justification	Estimated Cost
	<i>Legal services - Labor Attorney</i>	<i>Necessary support to ensure policies, procedures and actions are appropriate</i>	<i>50,000</i>
		<i>Moved to separate division (Legal Services)</i>	<i>(50,000)</i>
	<i>Post Exposure Services</i>	<i>Employee post-exposure service and surveillance</i>	<i>5,000</i>
	<i>Insurance Agent/Broker consulting fees</i>	<i>Necessary support to ensure appropriate policies are in effect, provide assistance with claims, ensure compliance with applicable regulations.</i>	<i>100,000</i>

Total Cost	\$ 105,000
-------------------	-------------------

**CITY OF AOPKA
OPERATING BUDGET JUSTIFICATION FORM
FISCAL YEAR 2015-16**

Fund	<u>General Fund - 001</u>
Department	<u>Human Resources 1170-513</u>
Line Item #	<u>3400</u>
Line Item Description	<u>Other Contractual Services</u>

Item	Description	Justification	Estimated Cost
	<i>DL checks</i>	<i>Annual DL checks for ISO maintenance; new hire DL checks - approx 500 annual, plus avg 6 per month</i>	<i>5,720</i>
	<i>Bank fees</i>	<i>payroll processing/positive pay</i>	<i>1,200</i>
	<i>New hire background check</i>	<i>Administrative Support position</i>	<i>50</i>
		<i>Moved to centralized support function - PoliceDept</i>	<i>(50)</i>

Total Cost	\$ 6,920
-------------------	-----------------

**CITY OF AOPKA
OPERATING BUDGET JUSTIFICATION FORM
FISCAL YEAR 2015-16**

Fund	<u>General Fund - 001</u>
Department	<u>Human Resources 1170-513</u>
Line Item #	<u>4000</u>
Line Item Description	<u>Travel & Per Diem</u>

Item	Description	Justification	Estimated Cost
	<i>Annual FPHRA Conference</i>	<i>Annual meeting/education provided by Florida Public Human Resources Assn</i>	<i>1,200</i>

Total Cost	\$ 1,200
-------------------	-----------------

**CITY OF AOPKA
OPERATING BUDGET JUSTIFICATION FORM
FISCAL YEAR 2015-16**

Fund	<u>General Fund - 001</u>
Department	<u>Human Resources 1170-513</u>
Line Item #	<u>4200</u>
Line Item Description	<u>Freight & Postage</u>

Item	Description	Justification	Estimated Cost
	Miscellaneous mailings	Employee communication, misc communication	250

Total Cost	\$	250
------------	----	-----

**CITY OF AOPKA
OPERATING BUDGET JUSTIFICATION FORM
FISCAL YEAR 2015-16**

Fund	<u>General Fund - 001</u>
Department	<u>Human Resources 1170-513</u>
Line Item #	<u>4500</u>
Line Item Description	<u>Liability & Casualty Insurance</u>

Item	Description	Justification	Estimated Cost
	City insurance policies	Policies covering city for liability, casualty, property, E&O, fiduciary, pollution, etc	295,000
	Out of pocket claims paid	at fault claims less than deductibles <i>move to contingency</i>	20,000 <i>(20,000)</i>

Total Cost	\$ 295,000
-------------------	-------------------

**CITY OF APOPKA
OPERATING BUDGET JUSTIFICATION FORM
FISCAL YEAR 2015-16**

Fund	<u>General Fund - 001</u>
Department	<u>Human Resources 1170-513</u>
Line Item #	<u>4600</u>
Line Item Description	<u>Repair and Maintenance - Bldg & Equip</u>

Item	Description	Justification	Estimated Cost
	employee on-line self-service benefit enroll	maintenance	3,200
	"	update for annual benefits enrollments	2,000
	IMS	HRIS/PR software agreement	3,100
	Empower Time Keeping System	software support agreement	22,000
	"	clock support agreement	6,600
	Laserfiche		5,000
		Centralized support function - IT	(41,900)

Total Cost	\$	-
------------	----	---

**CITY OF AOPKA
OPERATING BUDGET JUSTIFICATION FORM
FISCAL YEAR 2015-16**

Fund	<u>General Fund - 001</u>
Department	<u>Human Resources 1170-513</u>
Line Item #	<u>4700</u>
Line Item Description	<u>Printing Services</u>

Item	Description	Justification	Estimated Cost
	<i>Employee handbook</i>	<i>update</i>	<i>750</i>

Total Cost	\$	750
-------------------	-----------	------------

**CITY OF AOPKA
OPERATING BUDGET JUSTIFICATION FORM
FISCAL YEAR 2015-16**

Fund	<u>General Fund - 001</u>
Department	<u>Human Resources 1170-513</u>
Line Item #	<u>4900</u>
Line Item Description	<u>Other Charges</u>

Item	Description	Justification	Estimated Cost
	<i>Floral</i>	<i>Arrangements for employee/immediate family</i>	<i>1,500</i>
	<i>Unemployment compensation</i>	<i>Funding for unemployment claims</i>	<i>20,000</i>

Total Cost	\$ 21,500
-------------------	------------------

**CITY OF APOPKA
OPERATING BUDGET JUSTIFICATION FORM
FISCAL YEAR 2015-16**

Fund	<u>General Fund - 001</u>
Department	<u>Human Resources 1170-513</u>
Line Item #	<u>5100</u>
Line Item Description	<u>Office Supplies</u>

Item	Description	Justification	Estimated Cost
	<i>Office supplies</i>	<i>necessary supplies to maintain operations</i>	<i>2,000</i>

Total Cost	\$ 2,000
-------------------	-----------------

**CITY OF APOPKA
OPERATING BUDGET JUSTIFICATION FORM
FISCAL YEAR 2015-16**

Fund	<u>General Fund - 001</u>
Department	<u>Human Resources 1170-513</u>
Line Item #	<u>5200</u>
Line Item Description	<u>Operating Supplies</u>

Item	Description	Justification	Estimated Cost
	<i>Operating supplies</i>	<i>necessary supplies to maintain office functions, including toners, drums and ink cartridges for printers and copier</i>	<i>2,500</i>

Total Cost	\$ 2,500
-------------------	-----------------

**CITY OF AOPKA
OPERATING BUDGET JUSTIFICATION FORM
FISCAL YEAR 2015-16**

Fund	<u>General Fund - 001</u>
Department	<u>Human Resources 1170-513</u>
Line Item #	<u>5400</u>
Line Item Description	<u>Books, Publications & Subscriptions</u>

Item	Description	Justification	Estimated Cost
	<i>Florida Public Human Resources Assn</i>	<i>Access to peers; training; resources</i>	<i>150</i>
	<i>Society for Human Resource Mgt</i>	<i>same</i>	<i>190</i>
	<i>Florida Society Certified Public Mgr Assoc</i>	<i>same</i>	<i>50</i>

Total Cost	\$	390
-------------------	-----------	------------

**CITY OF AOPKA
OPERATING BUDGET JUSTIFICATION FORM
FISCAL YEAR 2015-16**

Fund	<u>General Fund - 001</u>
Department	<u>Human Resources 1170-513</u>
Line Item #	<u>5500</u>
Line Item Description	<u>Training</u>

Item	Description	Justification	Estimated Cost
	Staff seminars	Risk Specialist certification class/training	500

Total Cost	\$	500
------------	----	-----

**CITY OF AOPKA
OPERATING BUDGET JUSTIFICATION FORM
FISCAL YEAR 2015-16**

Fund	<u>General Fund - 001</u>
Department	<u>Human Resources 1170-513</u>
Line Item #	<u>6400</u>
Line Item Description	<u>Equipment & Machinery</u>

Item	Description	Justification	Estimated Cost
	New Copier	<p>Current copier is of an age where parts are no longer available, if the copier goes down, we will not be able to arrange repair, unless a part from a junked machine is available</p> <p><i>Looking into Copier Lease Program</i></p>	<p>7,500</p> <p><i>(7,500)</i></p>

Total Cost	\$	-
------------	----	---

**CITY OF APOPKA
INFORMATION TECHNOLOGY**

LINE ITEM DETAIL

	<u>2014</u> <u>ACTUAL</u>	<u>2015</u> <u>BUDGET</u>	<u>2015</u> <u>ESTIMATE</u>	<u>2016</u> <u>REQUESTED</u>
PERSONNEL COSTS:				
1200 REGULAR SALARIES AND WAGES	497,108	514,620	476,378	398,469
1210 LONGEVITY PAY	8,856	2,200	11,443	1,393
1400 OVERTIME	14,273	15,000	13,066	15,000
1600 OTHER REIMBURSED ALLOWANCES	-	-	-	1,014
2100 F.I.C.A.	35,505	40,760	30,521	31,814
2200 RETIREMENT CONTRIBUTION	87,469	84,825	70,188	68,204
2300 LIFE AND HEALTH INSURANCE	50,550	53,580	53,851	60,528
2400 WORKERS COMPENSATION	8,700	8,700	8,700	1,040
TOTAL	702,461	719,685	664,147	577,462
SUPPLIES AND OTHER SERVICES:				
3100 PROFESSIONAL SERVICES	-	350	200	-
3400 OTHER CONTRACTUAL SERVICES	173,142	273,120	215,000	295,650
4000 TRAVEL & PER DIEM	-	-	-	2,500
4100 COMMUNICATIONS	97,544	95,700	95,700	163,000
4200 FREIGHT & POSTAGE	373	2,500	600	1,000
4400 RENTALS AND LEASES	-	-	-	-
4500 LIABILITY & CASUALTY INSURANCE	5,970	5,970	5,970	-
4600 REPAIR AND MAINTENANCE	375,388	454,420	400,000	343,200
4650 VEHICLE MAINTENANCE	-	650	500	650
5100 OFFICE SUPPLIES	2,508	4,050	2,100	3,000
5200 OPERATING SUPPLIES	53,351	63,500	50,000	91,200
5250 FUEL & GASOLINE	345	500	300	500
5400 BOOKS, PUBS, SUBS & MEMBERSHIPS	-	-	-	500
5500 TRAINING	-	5,000	2,000	10,000
TOTAL	708,621	905,760	772,370	911,200
CAPITAL OUTLAY:				
6300 INFRASTRUCTURE	-	-	-	75,000
6400 EQUIPMENT	123,078	200,000	200,000	324,900
6800 INTANGIBLES	20,000	-	-	283,475
TOTAL	143,078	200,000	200,000	187,975 *
RESERVES:				
9800 CONTINGENCY	-	-	-	-
TOTAL COST	1,554,160	1,825,445	1,636,517	1,676,637

* Includes only equipment to be financed

**CITY OF APOPKA
INFORMATION TECHNOLOGY**

STAFFING ANALYSIS

NUMBER OF FULL-TIME/PART-TIME PERSONNEL

<u>POSITION</u>	<u>2014</u>	<u>2015</u>	<u>2016</u>
INFORMATION TECHNOLOGY DIRECTOR	1	1	1
INFORMATION TECHNOLOGY SUPERVISOR	1	1	1
GIS TECHNICIAN*	1	1	0
COMPUTER SUPPORT SPECIALIST	4	4	4
TOTAL	7	7	6

* - Position moved to Public Services

CAPITAL OUTLAY

6300 - Infrastructure	
Network Metro-E Service	75,000
	<u>\$ 75,000</u>
6400 - Equipment	
Backup Expansion	\$ 25,000
Patch Management Update	3,000
Phone System Upgrade	120,000
City Council Audio Upgrades	10,000
City Council Video Upgrades	15,000
Fire Dept - VPN Router/Hotspot	1,900
Fire Dept - Multi Viewer	1,800
Comm Devel - Network Scanners (2)	6,000
Comm Devel - LaserJet Printer	3,000
Brocade 10G License Upgrade	3,700
Police Dept - E-Citation Café Add On	59,500
Police Dept - Server Upgrade	25,000
Police Dept - Laptop Replacement (Non-Rugged)	20,000
911 Advisor Software	31,000
	<u>\$ 324,900</u>
6800 - Intangibles	
Finance Dept - Financial Software	\$ 187,975
VMWare Software Upgrades	35,000
Network Vulnerability Scanning Software	3,000
City Clerk - CIMS Software	15,000
Police Dept - Evidence Control Software	7,500
Emergency Medical Dispatch	35,000
	<u>\$ 283,475</u>
Total Capital Outlay	<u><u>\$ 683,375</u></u>

**CITY OF AOPKA
OPERATING BUDGET JUSTIFICATION FORM
FISCAL YEAR 2015-16**

Fund	<u>General Fund - 001</u>
Department	<u>Information Technology 5110-519</u>
Line Item #	<u>3100</u>
Line Item Description	<u>Professional Services</u>

Item	Description	Justification	Estimated Cost
	<i>Physicals, Flu Shots</i>	<i>Employee Wellness Mayor's Adjustment</i>	<i>350 (350)</i>

Total Cost	\$	-
------------	----	---

**CITY OF AOPKA
OPERATING BUDGET JUSTIFICATION FORM
FISCAL YEAR 2015-16**

Fund	<u>General Fund - 001</u>
Department	<u>Information Technology 5110-519</u>
Line Item #	<u>3400</u>
Line Item Description	<u>Other Contractual Services</u>

Item	Description	Justification	Estimated Cost
	Off-Site SQL Hosting	GIS SQL Hosting	7,500
	AgendaPal Hosting	Online availability of Meeting agendas, packets, minutes and audio	10,500
	Domain Name Renewals	Renew Domain names for Wifi and City	750
	Groupwise Hosting	Mail, AntiVirus, Spam	24,500
	WASP Hosting	Remote Mail access through web browser and AntiVirus	7,500
	VSI Sociable Hosting	Vibe and Filr	24,500
	ZCM Hosting	Application and policy delivery	22,500
	Microsoft VDA Licensing	Virtual Desktop software licenses for all departments	15,000
	Microsoft Office Licensing	Office software licenses for all departments	19,000
	Arcgis Online Subscription	Web access to maps for all departments	2,500
	Hosted FTP Server	Allows easy method to share large files without outside agencies, vendors or customers	1,000
	Datacenter Co-location	Offsite computers for data recovery	7,000
	GovQA	Web based Work order system for all City departments	19,000
		City Administrator Adjustment	(19,000)
	Maas360	iPad Management	3,300
	RadiolP	Software VPN for laptop connections. Cost could change with Police moving to Seminole County	12,000
	DDTI Hosting	Estimate, moving current On-Premise GPS location data to Cloud with improved management functions.	50,000
	NOWS Licensing	Server, Mail, Zen, etc. licensing for all network users.	18,000
	Access Manager	Web single signon to servers and user ability to reset password	1,500
	Authasas	Advanced authentication for Police users, may change with Police move to Seminole County	2,500
	Public Services - Maas360	iPad Management	100
	New Microsoft Licensing	Server based CAL for users and new servers for various departments new software	38,000
	Cisco Software Maintenance	This is to maintain Cisco for past records. Moving forward this will not be needed as records will be converted into the Global software.	10,000
	Global Software Maintenance	This is for Global continued maintenance.	18,000

**CITY OF APOPKA
OPERATING BUDGET JUSTIFICATION FORM
FISCAL YEAR 2015-16**

Fund	<u>General Fund - 001</u>
Department	<u>Information Technology 5110-519</u>
Line Item #	<u>4000</u>
Line Item Description	<u>Travel & Per Diem</u>

Item	Description	Justification	Estimated Cost
	<i>New Software Training</i>	<i>Proficiency</i>	<i>2,500</i>

Total Cost	\$ 2,500
-------------------	-----------------

**CITY OF APOPKA
OPERATING BUDGET JUSTIFICATION FORM
FISCAL YEAR 2015-16**

Fund	<u>General Fund - 001</u>
Department	<u>Information Technology 5110-519</u>
Line Item #	<u>4100</u>
Line Item Description	<u>Communications Services</u>

Item	Description	Justification	Estimated Cost
	Cell phone Reimbursement	IT Director & IT Supervisor	1,100
		Moved to wage & benefits	(1,100)
	Pagers	IT Technicians	450
	Internet Access (Level 3)	Internet access for all City Departments	11,000
	Internet Access (MFM)	Dual Internet access for all City Departments	30,000
	Phone Services (Level 3 & Century Link)	Phone services for all City Departments	31,000
	Verizon Services for iPads/Laptops/Cell Phones	4G service for all Departments and Comissioners	81,500
	Notifylink	Remote Mail Service for phone	150
	Maitland T-1	May change with Police move to Seminole County	3,700
	Ambulance Cell Phone	911 callers are transferred to the responding ambulance.	4,000
	Ambulance Data Cards for heart monitors to transmit to hospitals	Cost was previously covered by Orange Co.	1,200

Total Cost	\$ 163,000
------------	------------

**CITY OF AOPKA
OPERATING BUDGET JUSTIFICATION FORM
FISCAL YEAR 2015-16**

Fund	<u>General Fund - 001</u>
Department	<u>Information Technology 5110-519</u>
Line Item #	<u>4200</u>
Line Item Description	<u>Freight & Postage</u>

Item	Description	Justification	Estimated Cost
	<i>Shipping</i>	<i>Returns for Repair & Maintenance Agreements</i>	<i>1,000</i>

Total Cost	\$ 1,000
-------------------	-----------------

**CITY OF APOPKA
OPERATING BUDGET JUSTIFICATION FORM
FISCAL YEAR 2015-16**

Fund	<u>General Fund - 001</u>
Department	<u>Information Technology 5110-519</u>
Line Item #	<u>4600</u>
Line Item Description	<u>Repair and Maintenance - Bldg & Equip</u>

Item	Description	Justification	Estimated Cost
	Orange County Property Appraiser	Annual Digital Parcel Maintenance	4,500
	Neverfail SQL Software	Annual Maintenance	4,500
	Unitrends Backup Appliances	Annual Maintenance	21,000
	ContentVerse (ViewWise) Software -	Annual Maintenance	18,500
	Novell/Splunk/PernixData/FusionIO/A		
	ntivirus/Database Support/Etc	Software Maintenance/Renewals	75,000
	ESRI (3)	GIS Mapping Software Maintenance	7,500
	VMWare	Virtual Machine Infrastructure Maintenance	22,000
	Storage - NetApp/XIO/HP	Storage Maintenance	15,500
	Printers/UPS's/Plotters/Scanners	Maintenance Contracts	19,000
	Switches/Firewall/Routers/Traffic	Network Hardware Maintenance (Includes	
	Shaper	\$7,000.00 in WiFi Switches)	29,000
	Server Support	Annual Maintenance	6,500
	Mitel Software	Annual Software Assurance	2,000
	DDTI - AVL	Mapping for Police/Fire	25,000
		<i>Reduced by move to the Cloud</i>	<i>(15,000)</i>
	Lightning/Cable Cuts/Hardware		
	Failure (Monitors,	Unforeseen Acts Of Nature - Events /	
	Keyboards/Printers/Scanners)	Expenses	85,000
		<i>City Administrator Adjustment</i>	<i>(42,500)</i>
	Police - Laptop Batteries	Replacement Batteries	2,200
	Police - Laptop Repairs	Motherboard/Screens	8,000
	Computer Repairs / Replacements	Maintenance	5,000
		<i>City Administrator Adjustment</i>	<i>(5,000)</i>
	RMS Maintenance (CAFÉ)	Annual Software Support	35,000
		RSA key cost from Seminole County (Second	
	Security Key for Laptops	factor authentication),	4,500
	Data Conversion	Convert historical data into Café system	16,000

Total Cost	\$ 343,200
-------------------	-------------------

**CITY OF AOPKA
OPERATING BUDGET JUSTIFICATION FORM
FISCAL YEAR 2015-16**

Fund	<u>General Fund - 001</u>
Department	<u>Information Technology 5110-519</u>
Line Item #	<u>4650</u>
Line Item Description	<u>Vehicle Maintenance</u>

Item	Description	Justification	Estimated Cost
	<i>Vehicle Maintenance</i>	<i>Amount provided by Fleet</i>	<i>650</i>

Total Cost	\$	650
------------	----	-----

**CITY OF AOPKA
OPERATING BUDGET JUSTIFICATION FORM
FISCAL YEAR 2015-16**

Fund	<u>General Fund - 001</u>
Department	<u>Information Technology 5110-519</u>
Line Item #	<u>5100</u>
Line Item Description	<u>Office Supplies</u>

Item	Description	Justification	Estimated Cost
	<i>Office Supplies</i>	<i>Printer/Plotter Ink, paper, etc.</i>	<i>3,000</i>

Total Cost	\$	3,000
-------------------	-----------	--------------

**CITY OF APOPKA
OPERATING BUDGET JUSTIFICATION FORM
FISCAL YEAR 2015-16**

Fund	<u>General Fund - 001</u>
Department	<u>Information Technology 5110-519</u>
Line Item #	<u>5200</u>
Line Item Description	<u>Operating Supplies</u>

Item	Description	Justification	Estimated Cost
	Community Meetings Equipment Rental	Audio equipment for Community Meetings	10,000
	Network Copper/Fiber Cables	Network Cables for rerouting due to reconfiguration	2,000
	Hosted Fax Services	Internet based fax service	3,900
	SSL Certificates	*.Apopka.net certificate renewals	1,000
	Software	Auditor requested productivity and management software	15,000
		City Administrator Adjustment	(15,000)
	Hardware	Printers/Monitors/UPS's/.Keyboards/Mice. With the move of all IT items from all departments to IT, we have to plan for users wanting replacement or new equipment.	18,000
	BackUp Archive Drives	Archive Drives for data retention	4,700
	Comm Dev Computers (6)	New Users	3,600
	Comm Dev Computer Software (6)	MS Office Pro Plus/VDI Licensing	3,450
	Comm Dev 27" Monitors	2 27" Replacement Monitors	470
	Comm Dev Laser Printer	For Business Tax Receipts	650
	Comm Dev External CD Roms	For Reviewing CD's containing drawings	800
	Comm Dev Network Port	Networking new copier	480
	Fire Department iPads (2)	Field Work	1,200
	Fire Department DC Truck	Monitors/WiFi Hotspot	950
	Fire Department DC Truck	Computer/Keyboard/Mouse	500
	Fire Department DC Truck	MS Office Pro Plus/VDI Licensing	575
	Zero Client endpoint Upgrades	Additional graphic benefits, current technology	10,000
	Police - Replacement Monitors	Replacement Monitors	2,000
	Police - MS Office Licensing	For PD Laptops	12,750
	Police - Mobile Printers	Printers For Vehicles	10,000
	Police - Replacement Scanners	Replacement/New Scanners	2,400
	Public Services - New Printer	Replacement Printer For Fleet	1,200
	Human Resources - Computer Software	New User	575

Total Cost	\$ 91,200
-------------------	------------------

**CITY OF AOPKA
OPERATING BUDGET JUSTIFICATION FORM
FISCAL YEAR 2015-16**

Fund	<u>General Fund - 001</u>
Department	<u>Information Technology 5110-519</u>
Line Item #	<u>5250</u>
Line Item Description	<u>Fuel and Gasoline</u>

Item	Description	Justification	Estimated Cost
	<i>IT Vehicle Fuel</i>	<i>Operating Costs</i>	<i>500</i>

Total Cost	\$	500
------------	----	-----

**CITY OF AOPKA
OPERATING BUDGET JUSTIFICATION FORM
FISCAL YEAR 2015-16**

Fund	<u>General Fund - 001</u>
Department	<u>Information Technology 5110-519</u>
Line Item #	<u>5400</u>
Line Item Description	<u>Books, Publications & Subscriptions</u>

Item	Description	Justification	Estimated Cost
	VMUG Subscriptions	VMWare User Group	500

Total Cost	\$	500
------------	----	-----

**CITY OF AOPKA
OPERATING BUDGET JUSTIFICATION FORM
FISCAL YEAR 2015-16**

Fund	<u>General Fund - 001</u>
Department	<u>Information Technology 5110-519</u>
Line Item #	<u>5500</u>
Line Item Description	<u>Training</u>

Item	Description	Justification	Estimated Cost
	VMWare	Continued Educational Development	10,000
	Microsoft	User Training	10,000
	Security	User Training	10,000
		<i>City Administrator Adjustment</i>	<i>(20,000)</i>

Total Cost	\$ 10,000
-------------------	------------------

**CITY OF AOPKA
OPERATING BUDGET JUSTIFICATION FORM
FISCAL YEAR 2015-16**

Fund	<u>General Fund - 001</u>
Department	<u>Information Technology 5110-519</u>
Line Item #	<u>6300</u>
Line Item Description	<u>Infrastructure</u>

Item	Description	Justification	Estimated Cost
	<i>Fiber Installation Remote Locations</i>	<i>Connect outlying locations to our network via fiber (Grossenbacher/Williams Park)</i>	<i>450,000</i>
		<i>City Administrator Adjustment</i>	<i>(450,000)</i>
	<i>Century Link or Brighthouse Network Metro-E Service</i>	<i>NWRec/COPS/St2/St3/St4 - reliable network connection for remote location phones and computers</i>	<i>75,000</i>

Total Cost	\$ 75,000
-------------------	------------------

**CITY OF AOPKA
OPERATING BUDGET JUSTIFICATION FORM
FISCAL YEAR 2015-16**

Fund	<u>General Fund - 001</u>
Department	<u>Information Technology 5110-519</u>
Line Item #	<u>6400</u>
Line Item Description	<u>Equipment & Machinery</u>

Item	Description	Justification	Estimated Cost
	<i>Backup Expansion</i>	<i>Additional backup storage for new software acquisitions</i>	25,000
	<i>Patch Management Update</i>	<i>Enhanced method of applying software patches</i>	3,000
	<i>Phone System Upgrades</i>	<i>Last year after our Phone upgrade for voicemail we were told the next software release would no longer support "remote cabinets" which is what allowed us to do the upgrade for such a low cost because we were able to use our existing phones. Decembers expected software release will require us to replace all our phones with new IP based phones.</i>	120,000
	<i>City Council Audio Upgrades</i>	<i>Speaker replacement, additional speakers for commissioners and equipment to enhance audio.</i>	10,000
	<i>City Council Video Upgrades</i>	<i>Three large monitors for public and council, upgraded individual monitors for commissioners, general upgrades.</i>	30,000
		<i>City Administrator Adjustment</i>	<i>(15,000)</i>
	<i>Fire Department - VPN Router/Hotspot</i>	<i>For DC Pickup Truck Making It A Hotspot</i>	1,900
	<i>Fire Department - MultiViewer</i>	<i>For DC Pickup Truck. Multiple Monitor Viewer</i>	1,800
	<i>Comm Dev - Network Scanners (2)</i>	<i>Replacement Scanners</i>	6,000
	<i>Comm Dev - LaserJet Printer</i>	<i>Replacement Printer</i>	3,000
	<i>Brocade 10G License Upgrade</i>	<i>Upgrade Brocade VDX Switch From 1GB to 10GB Ports</i>	3,700
	<i>Police - E-Citation Café Add On</i>	<i>Electronic Citations</i>	59,500
	<i>Police - Server Upgrade</i>	<i>In Car Camera/City Wide Camera Storage</i>	25,000
	<i>Police - Laptop Replacements</i>	<i>Laptop/Tablet Replacements</i>	39,000
		<i>City Administrator Adjustment</i>	<i>(19,000)</i>
	<i>911 advisor software</i>	<i>provides an application to guide call takers and dispatchers through emergency calls for assistance by using a structured format.</i>	31,000

**CITY OF AOPKA
OPERATING BUDGET JUSTIFICATION FORM
FISCAL YEAR 2015-16**

Fund	<u>General Fund - 001</u>
Department	<u>Information Technology 5110-519</u>
Line Item #	<u>6400</u>
Line Item Description	<u>Equipment & Machinery</u>

Item	Description	Justification	Estimated Cost
	Full Room UPS for Datacenter	Current Datacenter is utilizing 22 UPS's in need of constant attention for battery replacement. The Datacenter is out of room for further expansion due to lack of reliable power. Utilizing a full room UPS would free up needed rack/floor space and run much more efficiently.	55,000
		<i>City Administrator Adjustment</i>	<i>(55,000)</i>
	Firewall	Hot standby for current, auditor recommended	12,500
		<i>City Administrator Adjustment</i>	<i>(12,500)</i>
	Network Switch Replacement	Newer technology switches allow us to save money on maintenance.	10,000
		<i>City Administrator Adjustment</i>	<i>(10,000)</i>
	Additional Off-Site Redundancy	Auditor recommended, currently we have "cold" standby devices that if a disaster occurs we need to bring up for us, this would allow a "warm" standby and take over automatically in the event of a disaster for critical applications such as the Financial and Public Safety software.	150,000
		<i>City Administrator Adjustment</i>	<i>(150,000)</i>
	VDI Application Deployment	Application Deployment Software & Support	16,500
		<i>City Administrator Adjustment</i>	<i>(16,500)</i>
	Replacement Vehicle (savings only)	First year of savings	10,000
		<i>City Administrator Adjustment</i>	<i>(10,000)</i>
	Fire Department - Goggles for Global Software	For Global Software Enhancement Project	3,500

**CITY OF AOPKA
OPERATING BUDGET JUSTIFICATION FORM
FISCAL YEAR 2015-16**

Fund	<u>General Fund - 001</u>
Department	<u>Information Technology 5110-519</u>
Line Item #	<u>6400</u>
Line Item Description	<u>Equipment & Machinery</u>

Item	Description	Justification	Estimated Cost
		<i>City Administrator Adjustment</i>	<i>(3,500)</i>
	<i>Additional Storage (Savings Only)</i>	<i>First year of savings</i>	<i>20,000</i>
		<i>City Administrator Adjustment</i>	<i>(20,000)</i>
	<i>Replacement Server (Savings Only)</i>	<i>First year of savings</i>	<i>10,000</i>
		<i>City Administrator Adjustment</i>	<i>(10,000)</i>
	<i>Public Services - GIS Computers</i>	<i>GIS User Computers (4)</i>	<i>12,000</i>
		<i>City Administrator Adjustment</i>	<i>(12,000)</i>
	<i>Public Services - Tablets</i>	<i>Windows Tablets For GIS & Water Plant</i>	<i>3,000</i>
		<i>City Administrator Adjustment</i>	<i>(3,000)</i>
	<i>Community Development - GIS Computer</i>	<i>GIS User Computer</i>	<i>3,000</i>
		<i>City Administrator Adjustment</i>	<i>(3,000)</i>
	<i>Information Technology - GIS Computer</i>	<i>GIS User Computer</i>	<i>3,000</i>
		<i>City Administrator Adjustment</i>	<i>(3,000)</i>
	<i>Police - Satellite Data Connection</i>	<i>Incident Command Vehicle Satellite</i>	<i>18,000</i>
		<i>City Administrator Adjustment</i>	<i>(18,000)</i>
Total Cost			\$ 324,900

**CITY OF APOPKA
OPERATING BUDGET JUSTIFICATION FORM
FISCAL YEAR 2015-16**

Fund	<u>General Fund - 001</u>
Department	<u>Information Technology 5110-519</u>
Line Item #	<u>6800</u>
Line Item Description	<u>Intangibles</u>

Item	Description	Justification	Estimated Cost
	Finance Dept - Financial Software	New Financial Software System Implementation	187,975
	VMWare Software Upgrades	NSX. Providing additional security features for Auditors	35,000
	Network Vulnerabilty Scanning Software	Internal scanning of network for potential vulnerabilities	3,000
	City Clerk - CIMS Software	Cemetery Information Management Software.	15,000
	Police - Evidence Control Software	Part Of Café System	7,500
	Emergency Medical Dispatch (EMD)	Presently, 911 callers are transferred to paramedics via cell phones in the ambulances. The accepted and nation wide standard is for 911 operators to be trained in instructing callers how to perform life saving measures as opposed to transferring the caller which risks the possibility of the caller being disconnected. This requested amount will be for all associated training, software and implementation.	35,000
	City Clerk - Avante Software Upgrade	Laserfiche software upgrade	15,000
	Fire Department - Global Software	<i>City Administrator Adjustment</i> Global Software Is Partnering With A Sunglass Manufacturer To Develop A Wearable Computer Display. This Device Will Display Turn By Turn Navigation, Pre-Fire Plan Drawings Of Buildings, Premise Alerts And More Directly To The Wearer.	(15,000) 20,000
	Finance Dept - Pervasive Software	<i>City Administrator Adjustment</i> Database software required For Financial Software Upgrade	(20,000) 18,500
	Human Resources - Avante software additional licenses	<i>City Administrator Adjustment</i> additional licenses	(18,500) 3,000
		<i>City Administrator Adjustment</i>	(3,000)

Total Cost	\$ 283,475
-------------------	-------------------

**CITY OF AOPKA
FIRE CHIEF**

LINE ITEM DETAIL

	<u>2014</u> <u>ACTUAL</u>	<u>2015</u> <u>BUDGET</u>	<u>2015</u> <u>ESTIMATE</u>	<u>2016</u> <u>REQUESTED</u>
PERSONNEL COSTS:				
1200 REGULAR SALARIES AND WAGES	617,235	683,150	655,706	699,299
1210 LONGEVITY PAY	11,670	3,130	3,172	3,393
1225 PROFICIENCY PAY	28,902	32,000	30,384	40,000
1400 OVERTIME	124	-	442	-
1500 SPECIAL PAY	2,134	2,600	2,825	12,428
1600 OTHER REIMBURSED ALLOWANCES	-	-	-	-
2100 F.I.C.A.	49,021	55,340	44,705	57,767
2200 RETIREMENT CONTRIBUTION	367,419	96,750	96,750	102,066
2300 LIFE AND HEALTH INSURANCE	62,460	66,210	66,211	119,097
2400 WORKERS COMPENSATION	7,800	7,800	7,800	34,514
TOTAL	1,146,765	946,980	907,994	1,068,563
SUPPLIES AND OTHER SERVICES:				
3100 PROFESSIONAL SERVICES	17,971	10,000	10,000	21,000
4000 TRAVEL & PER DIEM	-	-	-	2,500
4100 COMMUNICATIONS	5,713	10,000	10,000	-
4200 FREIGHT & POSTAGE	321	-	157	1,250
4300 UTILITIES	120,819	90,000	90,000	90,000
4500 LIABILITY & CASUALTY INSURANCE	8,790	8,790	-	-
4600 REPAIR AND MAINTENANCE	1,966	11,600	-	3,500
4650 VEHICLE MAINTENANCE	2,128	5,000	298	2,500
4700 PRINTING AND BINDING	28	100	-	200
5100 OFFICE SUPPLIES	3,529	5,000	1,400	4,000
5200 OPERATING SUPPLIES	2,142	5,000	1,199	5,000
5250 FUEL & GASOLINE	3,585	6,000	1,120	4,000
5400 BOOKS, PUBS, SUBS & MEMBERSHIPS	579	3,500	-	1,000
5500 TRAINING	-	-	-	-
TOTAL	167,571	154,990	114,174	134,950
CAPITAL OUTLAY:				
6200 BUILDINGS	-	-	-	-
6300 IMPROV OTHER THAN BUILDING	-	-	-	-
6400 EQUIPMENT	-	-	-	-
TOTAL	-	-	-	-
TOTAL COST	1,314,336	1,101,970	1,022,168	1,203,513

**CITY OF AOPKA
FIRE CHIEF**

STAFFING ANALYSIS

NUMBER OF FULL-TIME/PART-TIME PERSONNEL

<u>POSITION</u>	<u>2014</u>	<u>2015</u>	<u>2016</u>
FIRE CHIEF ADMINISTRATOR	1	1	1
ASSISTANT FIRE CHIEF	3	3	3
CHIEF OF OPERATIONS	1	1	1
FIRE CODE INSPECTOR	1	1	1
SECRETARY II	1	1	1
SECRETARY I	1	1	1
TOTAL	8	8	8

CAPITAL OUTLAY

6200 - Building	<u>\$ -</u>
6300 - Infrastructure	<u>\$ -</u>
6400 - Equipment Administrative Office Furniture	<u>\$ 3,000</u>
Total Capital Outlay	<u><u>\$ 3,000</u></u>

**CITY OF AOPKA
OPERATING BUDGET JUSTIFICATION FORM
FISCAL YEAR 2015-16**

Fund	<u>General Fund - 001</u>
Department	<u>Fire - Chief's Office 2110-522</u>
Line Item #	<u>3100</u>
Line Item Description	<u>Professional Services</u>

Item	Description	Justification	Estimated Cost
	<i>Fire Inspector</i>	<i>To cover additional workload due to new Hospital construction</i>	<i>21,000</i>

Total Cost	\$ 21,000
-------------------	------------------

**CITY OF APOPKA
OPERATING BUDGET JUSTIFICATION FORM
FISCAL YEAR 2015-16**

Fund	<u>General Fund - 001</u>
Department	<u>Fire - Chief's Office 2110-522</u>
Line Item #	<u>4000</u>
Line Item Description	<u>Travel & Per Diem</u>

Item	Description	Justification	Estimated Cost
	<i>Meetings and conferences</i>		<i>2,500</i>

Total Cost	\$	2,500
-------------------	-----------	--------------

**CITY OF APOPKA
OPERATING BUDGET JUSTIFICATION FORM
FISCAL YEAR 2015-16**

Fund	<u>General Fund - 001</u>
Department	<u>Fire - Chief's Office 2110-522</u>
Line Item #	<u>4200</u>
Line Item Description	<u>Freight & Postage</u>

Item	Description	Justification	Estimated Cost
	UPS and Fed X charges	Postage, Freight and express charges	2,500
	Postage	Department outgoing mail	
		<i>City Administrator's Adjustment</i>	<i>(1,250)</i>

Total Cost	\$ 1,250
-------------------	-----------------

**CITY OF AOPKA
OPERATING BUDGET JUSTIFICATION FORM
FISCAL YEAR 2015-16**

Fund	<u>General Fund - 001</u>
Department	<u>Fire - Chief's Office 2110-522</u>
Line Item #	<u>4300</u>
Line Item Description	<u>Utility Services</u>

Item	Description	Justification	Estimated Cost
	Monthly Utility Bills for the Gilliam Training Center	Electricity, gas, water and waste disposal . Any other Public Utility Services needed.	90,000

Total Cost	\$ 90,000
------------	-----------

**CITY OF AOPKA
OPERATING BUDGET JUSTIFICATION FORM
FISCAL YEAR 2015-16**

Fund	<u>General Fund - 001</u>
Department	<u>Fire - Chief's Office 2110-522</u>
Line Item #	<u>4600</u>
Line Item Description	<u>Repair and Maintenance - Bldg & Equip</u>

Item	Description	Justification	Estimated Cost
	<i>Copier</i>	<i>Leasing and monthly fee, including maintenance</i>	<i>3,500</i>

Total Cost	\$ 3,500
-------------------	-----------------

**CITY OF APOPKA
OPERATING BUDGET JUSTIFICATION FORM
FISCAL YEAR 2015-16**

Fund	<u>General Fund - 001</u>
Department	<u>Fire - Chief's Office 2110-522</u>
Line Item #	<u>4650</u>
Line Item Description	<u>Vehicle Maintenance</u>

Item	Description	Justification	Estimated Cost
	<i>Preventative and Corrective Maintenance</i>	<i>Cost incurred for repair and maintenance of Fire Administration Vehicles City Administrator's Adjustment</i>	<i>5,000 (2,500)</i>

Total Cost	\$ 2,500
-------------------	-----------------

**CITY OF AOPKA
OPERATING BUDGET JUSTIFICATION FORM
FISCAL YEAR 2015-16**

Fund	<u>General Fund - 001</u>
Department	<u>Fire - Chief's Office 2110-522</u>
Line Item #	<u>4700</u>
Line Item Description	<u>Printing Services</u>

Item	Description	Justification	Estimated Cost
	<i>Letterhead Stationary and Envelopes</i>	<i>Printing and other reproduction services for Fire Administration.</i>	<i>200</i>

Total Cost	\$	200
-------------------	-----------	------------

**CITY OF APOPKA
OPERATING BUDGET JUSTIFICATION FORM
FISCAL YEAR 2015-16**

Fund	<u>General Fund - 001</u>
Department	<u>Fire - Chief's Office 2110-522</u>
Line Item #	<u>5100</u>
Line Item Description	<u>Office Supplies</u>

Item	Description	Justification	Estimated Cost
	General Office Supplies	Materials and office supplies used for Fire Administration. Paper, stationary, pens, pencils, staples, paper clips , folders etc. <i>City Administrator's Adjustment</i>	6,000 <i>(2,000)</i>

Total Cost	\$ 4,000
-------------------	-----------------

**CITY OF APOPKA
OPERATING BUDGET JUSTIFICATION FORM
FISCAL YEAR 2015-16**

Fund	<u>General Fund - 001</u>
Department	<u>Fire - Chief's Office 2110-522</u>
Line Item #	<u>5200</u>
Line Item Description	<u>Operating Supplies</u>

Item	Description	Justification	Estimated Cost
	<i>Copier and Printer Products</i>	<i>Toners, drums, cartridges for printers, scanners and ink replacement.</i>	<i>5,000</i>
	<i>Gilliam Training Supplies</i>	<i>Supplies for Training Center. Police department and Fire Department take turns monthly for the upkeep of building.</i>	
	<i>Fire Stations</i>	<i>Supplies needed to conduct business at each station. Chemicals, Truck wash, Lavatory supplies, Household items and computer software including All Fire Divisions as mentioned above.</i>	

Total Cost	\$ 5,000
-------------------	-----------------

**CITY OF APOPKA
OPERATING BUDGET JUSTIFICATION FORM
FISCAL YEAR 2015-16**

Fund	<u>General Fund - 001</u>
Department	<u>Fire - Chief's Office 2110-522</u>
Line Item #	<u>5250</u>
Line Item Description	<u>Fuel and Gasoline</u>

Item	Description	Justification	Estimated Cost
	<i>Fuel</i>	<i>Costs of fuel including gasoline rquired to operate Fire Administration vehicles and equipment.</i> <i>City Administrator's Adjustment</i>	6,000 <i>(2,000)</i>

Total Cost	\$ 4,000
-------------------	-----------------

**CITY OF APOPKA
OPERATING BUDGET JUSTIFICATION FORM
FISCAL YEAR 2015-16**

Fund	<u>General Fund - 001</u>
Department	<u>Fire - Chief's Office 2110-522</u>
Line Item #	<u>5400</u>
Line Item Description	<u>Books, Publications & Subscriptions</u>

Item	Description	Justification	Estimated Cost
	<i>Fire Administration Chief/Assistant Chiefs</i>	<i>Includes subscriptions, dues and membership fees City Administrator's Adjustment</i>	<i>3,500 (2,500)</i>

Total Cost	\$ 1,000
-------------------	-----------------

**CITY OF APOPKA
OPERATING BUDGET JUSTIFICATION FORM
FISCAL YEAR 2015-16**

Fund	<u>General Fund - 001</u>
Department	<u>Fire - Chief's Office 2110-522</u>
Line Item #	<u>6400</u>
Line Item Description	<u>Equipment & Machinery</u>

Item	Description	Justification	Estimated Cost
	<i>Capital office furniture or equipment</i>	<i>Administration furnishings for old furniture</i>	3,000
		<i>Monitors or keyboard replacement if needed</i>	
		<i>Included in IT</i>	<i>(3,000)</i>

Total Cost	\$	-
-------------------	----	---

PAGE LEFT INTENTIONALLY BLANK

**CITY OF AOPKA
FIRE SUPPRESSION**

LINE ITEM DETAIL

	<u>2014</u> <u>ACTUAL</u>	<u>2015</u> <u>BUDGET</u>	<u>2015</u> <u>ESTIMATE</u>	<u>2016</u> <u>REQUESTED</u>
PERSONNEL COSTS:				
1200 REGULAR SALARIES AND WAGES	1,584,437	1,595,100	1,553,902	1,540,476
1210 LONGEVITY PAY	17,620	20,000	22,872	6,245
1400 OVERTIME	51,700	65,000	82,644	85,000
1500 SPECIAL PAY	8,746	8,440	5,827	5,300
1600 OTHER REIMBURSED ALLOWANCES	-	-	-	-
2100 F.I.C.A.	123,954	131,240	125,186	125,232
2200 RETIREMENT CONTRIBUTION	290,673	277,920	241,429	197,425
2300 LIFE AND HEALTH INSURANCE	259,582	241,740	241,740	291,574
2400 WORKERS COMPENSATION	35,700	35,700	35,700	86,926
TOTAL	2,372,412	2,375,140	2,309,299	2,338,178
SUPPLIES AND OTHER SERVICES:				
3100 PROFESSIONAL SERVICES	284	-	-	-
3400 OTHER CONTRACTUAL SERVICES	703	1,000	-	-
4000 TRAVEL & PER DIEM	-	2,000	1,045	2,000
4100 COMMUNICATIONS	8,100	15,000	15,000	-
4200 FREIGHT & POSTAGE	30	3,000	1,500	1,500
4300 UTILITY SERVICES	-	1,200	-	-
4500 LIABILITY & CASUALTY INSURANCE	48,000	48,000	48,000	-
4600 REPAIR AND MAINTENANCE	33,583	38,000	30,000	47,000
4650 VEHICLE MAINTENANCE	41,012	74,635	74,000	74,635
4700 PRINTING AND BINDING	-	-	-	-
4902 LEGAL ADVERTISING	(50)	-	-	-
5200 OPERATING SUPPLIES	74,644	95,000	90,000	87,500
5250 FUEL & GASOLINE	49,472	48,000	45,000	35,500
5400 BOOKS, PUBS, SUBS & MEMBERSHIPS	3,085	3,000	4,500	6,000
5500 TRAINING	4,958	10,000	9,500	10,000
TOTAL	263,821	338,835	318,545	264,135
CAPITAL OUTLAY:				
6200 BUILDINGS	-	-	-	675,000
6300 IMPROV OTHER THAN BUILDING	-	-	-	-
6400 EQUIPMENT	71,401	658,800	658,800	680,000
TOTAL	71,401	658,800	658,800	31,500 *
TOTAL COST	2,707,634	3,372,775	3,286,644	2,633,813

* Includes only equipment to be financed

**CITY OF APOPKA
FIRE SUPPRESSION**

STAFFING ANALYSIS

NUMBER OF FULL-TIME/PART-TIME PERSONNEL

<u>POSITION</u>	<u>2014</u>	<u>2015</u>	<u>2016</u>
ENGINEER	5	5	5
FIREFIGHTER	28	28	28
TOTAL	33	33	33

CAPITAL OUTLAY

6200 - Buildings		
Fire Station 5 Construction		\$ 675,000
	Total Building	<u>\$ 675,000</u>
6400 - Equipment		
Public Education Officer Vehicle		\$ 31,500
Training Chief Vehicle		31,500
Vehicle Emergency Lighting		12,000
OHD Quantifit Fit test machine		15,000
SCBA bottle replacement		19,000
Fire Engine 5		600,000
Fire and Life Safety Education Portable Training Fire Extinguishers		2,000
Fire and Life Safety Education Smart Board		6,000
Fire and Life Safety Education Paperless Instruction System		5,000
Motorola Mobile Radio		6,500
	Total Equipment	<u>\$ 728,500</u>
Total Capital Outlay		<u><u>\$ 1,403,500</u></u>

**CITY OF APOPKA
OPERATING BUDGET JUSTIFICATION FORM
FISCAL YEAR 2015-16**

Fund	<u>General Fund - 001</u>
Department	<u>Fire - Suppression 2120-522</u>
Line Item #	<u>3400</u>
Line Item Description	<u>Other Contractual Services</u>

Item	Description	Justification	Estimated Cost
	<i>Cisco Software Maintenance</i>	<i>This is to maintain Cisco for past records. Moving forward this will not be needed as records will be converted into the Global software.</i>	<i>10,000</i>
	<i>Global Software Maintenance</i>	<i>This is for Global continued maintenance. Centralized support function-IT</i>	<i>18,000 (28,000)</i>

Total Cost	\$	-
-------------------	-----------	----------

**CITY OF APOPKA
OPERATING BUDGET JUSTIFICATION FORM
FISCAL YEAR 2015-16**

Fund	<u>General Fund - 001</u>
Department	<u>Fire - Suppression 2120-522</u>
Line Item #	<u>4000</u>
Line Item Description	<u>Travel & Per Diem</u>

Item	Description	Justification	Estimated Cost
	<i>Educational / Approved Travel</i>	<i>National Fire College / Educ. Expenses This is mainly for our officers to attend the National Fire College in Emmitsburg, MD. If accepted, our Fire Officers attend this prestigious institution free of charge, travel included. They are however required to purchase a meal ticket for their entire stay, which we reimburse.</i>	<i>2,000</i>

Total Cost	\$ 2,000
-------------------	-----------------

**CITY OF APOPKA
OPERATING BUDGET JUSTIFICATION FORM
FISCAL YEAR 2015-16**

Fund	<u>General Fund - 001</u>
Department	<u>Fire - Suppression 2120-522</u>
Line Item #	<u>4200</u>
Line Item Description	<u>Freight & Postage</u>

Item	Description	Justification	Estimated Cost
	<i>Freight</i>	<i>Unplanned shipping of large items On occasion we are required to ship large heavy tools and equipment back to the manufacture for repairs. These items are shipped at our expense. City Administrator's Adjustment</i>	3,000 (1,500)

Total Cost	\$	1,500
-------------------	----	--------------

**CITY OF APOPKA
OPERATING BUDGET JUSTIFICATION FORM
FISCAL YEAR 2015-16**

Fund	<u>General Fund - 001</u>
Department	<u>Fire - Suppression 2120-522</u>
Line Item #	<u>4600</u>
Line Item Description	<u>Repair and Maintenance - Bldg & Equip</u>

Item	Description	Justification	Estimated Cost
	Breathing Air Compressor Servicing	Annual servicing and certification	6,000
	Fire Extinguisher recertification	Annual servicing and certification	2,000
	Small Engine Repair	Saws, generators and hydraulic pumps	4,000
	SCBA Annual Recertification	Required testing and recert	4,000
	Protective Bunker Gear Cleaning and Repairs	Annual cleaning and repairs	9,000
	Tower Truck and Ladder Recert	Annual Testing and certification	4,000
	Station Appliance repair / replace	Unexpected repairs or replacement	4,000
	Misc. Station Repairs	Unexpected repairs	8,000
		City Administrator's Adjustment	(4,000)
	Fire Station Furniture	Replace all station sofas	10,000

Total Cost	\$ 47,000
-------------------	------------------

**CITY OF AOPKA
OPERATING BUDGET JUSTIFICATION FORM
FISCAL YEAR 2015-16**

Fund	<u>General Fund - 001</u>
Department	<u>Fire - Suppression 2120-522</u>
Line Item #	<u>4650</u>
Line Item Description	<u>Vehicle Maintenance</u>

Item	Description	Justification	Estimated Cost
	<i>Protective and Corrective Maintenance</i>	<i>Emergency Vehicle and Fire Pump repairs and preventative maintenance. Most of this is for preventative maintenance but on the occasion when we have a fire pump or diesel engine fail, repair costs can add up quickly.</i>	74,635

Total Cost	\$ 74,635
-------------------	------------------

**CITY OF AOPKA
OPERATING BUDGET JUSTIFICATION FORM
FISCAL YEAR 2015-16**

Fund	<u>General Fund - 001</u>
Department	<u>Fire - Suppression 2120-522</u>
Line Item #	<u>5200</u>
Line Item Description	<u>Operating Supplies</u>

Item	Description	Justification	Estimated Cost
	Hand Tools	New tools fire and rescue operations	6,000
	Batteries	Pagers and SCBA Air Packs	1,500
	PR and Educational Material	School and Birthday Party supplies	4,500
	FT Personnel Uniforms	Employee Work Uniforms	21,000
	Volunteer / Explorer Uniforms		3,000
	Uniform Boots	Annual replacement	7,000
	Firefighting Bunker Boots	As needed replacement	7,000
	Firefighting PPE	Gloves, Masks, Helmets, Misc	15,000
	Tech Rescue Equipment	Ropes, Hardware and Equipment	5,000
	HazMat Tools and Equipment	Tools and Electronics for Hazardous Ops	5,000
	Guardian Test Kits	Hazardous Materials recertification Kits	1,500
	Nozzles and Hoses	Purchases for damaged or testing failures	5,000
	Cleaning Supplies	Station and Truck Cleaning	5,000
	Honor Guard Uniforms / Supplies	New Honor Guard Personnel	3,000
	Firefighting Foam	Class A and B foam for Fire Ops	8,000
		<i>City Administrator's Adjustment</i>	<i>(10,000)</i>

Total Cost	\$ 87,500
-------------------	------------------

**CITY OF APOPKA
OPERATING BUDGET JUSTIFICATION FORM
FISCAL YEAR 2015-16**

Fund	<u>General Fund - 001</u>
Department	<u>Fire - Suppression 2120-522</u>
Line Item #	<u>5250</u>
Line Item Description	<u>Fuel and Gasoline</u>

Item	Description	Justification	Estimated Cost
	<i>Fire Suppression Fuel</i>	<i>Trucks, vehicles, tools and small engines</i>	<i>48,000</i>
		<i>City Administrator's Adjustment</i>	<i>(12,500)</i>

Total Cost	\$ 35,500
-------------------	------------------

**CITY OF AOPKA
OPERATING BUDGET JUSTIFICATION FORM
FISCAL YEAR 2015-16**

Fund	<u>General Fund - 001</u>
Department	<u>Fire - Suppression 2120-522</u>
Line Item #	<u>5400</u>
Line Item Description	<u>Books, Publications & Subscriptions</u>

Item	Description	Justification	Estimated Cost
	<i>Promotional Testing Material</i>	<i>Promotional Testing as needed</i>	<i>3,000</i>
	<i>Books / Educational Material</i>	<i>Fire / Life Safety Educational Material</i>	<i>3,000</i>
		<i>Fire and Life Safety Education is expanding this year. Many new programs to educate the public about fire safety are being implemented.</i>	

Total Cost	\$ 6,000
-------------------	-----------------

**CITY OF AOPKA
OPERATING BUDGET JUSTIFICATION FORM
FISCAL YEAR 2015-16**

Fund	<u>General Fund - 001</u>
Department	<u>Fire - Suppression 2120-522</u>
Line Item #	<u>5500</u>
Line Item Description	<u>Training</u>

Item	Description	Justification	Estimated Cost
	<i>Natural Gas Props</i>	<i>Implement NG Hazmat Training Props</i>	<i>3,500</i>
	<i>Fire Class Reimbursement</i>	<i>Occassional outside training classes</i>	<i>2,000</i>
	<i>Instructor Fees</i>	<i>Fees for visiting Instructors</i>	<i>1,500</i>
	<i>Training Props</i>	<i>Live Fire / Firefighting Training Props</i>	<i>3,000</i>

Total Cost	\$ 10,000
-------------------	------------------

**CITY OF AOPKA
OPERATING BUDGET JUSTIFICATION FORM
FISCAL YEAR 2015-16**

Fund	<u>General Fund - 001</u>
Department	<u>Fire - Suppression 2120-522</u>
Line Item #	<u>6200</u>
Line Item Description	<u>Buildings</u>

Item	Description	Justification	Estimated Cost
	<i>Fire Station 5 Construction</i>	<i>Jason Dwelley / Appy Ln area This is the current estimate to construct a new fire station. This includes the building and an on-site generator. Completion around Aug - Sept '16</i>	<i>675,000</i>

Total Cost	\$ 675,000
-------------------	-------------------

**CITY OF AOPKA
OPERATING BUDGET JUSTIFICATION FORM
FISCAL YEAR 2015-16**

Fund General Fund - 001
Department Fire - Suppression 2120-522
Line Item # 6400
Line Item Description Equipment & Machinery

Item	Description	Justification	Estimated Cost
	Public Education Officer Vehicle	This is for a Ford F-150 and would replace the Ford Pick-up that was used as the District Chief's vehicle. This vehicle has been passed down, is 10 years old and has been one of the most heavily used fire vehicles.	31,500
	Vehicle Emergency Lighting	This is for emergency vehicle lighting and controller installation for the two new staff vehicles.	12,000
	Motorola Mobile Radio	<i>City Administrator's Adjustment (only 1 vehicle)</i> This is for a mobile radio that is needed for one of the replacement vehicles.	(6,000)
	OHD Quantifit Fit test machine	NFPA 1500 requires annual fit testing of respirator facemasks to ensure proper fit and proper function of the firefighter facemask seal.	6,500
	SCBA bottle replacement	Continuation of the phased replacement of Self-Contained Breathing Apparatus cylinders. Our entire stock of breathing air cylinders are nearing the end of their service life. A phased replacement over the next four years will be implemented.	15,000
	Fire Engine 5	A Fire Engine will need to be purchased for the new fire station. Delivery around Sept '16	19,000
	Fire and Life Safety Education Portable Training Fire Extinguishers	Training Fire Extinguishers for Public Education. These are easy to handle training extinguishers for our fire extinguisher certification training program.	600,000
	Training Chief Vehicle	This is for an F-150 pick-up truck that would replace the Training Chief's current pick-up which is 8 years old and is in fairly poor shape. This vehicle is used by the Assistant Chief for responding to calls and afterhours for on-call rotation. It is also used to haul equipment and hose for training and annual testing when necessary. <i>City Administrator's Adjustment</i>	2,000
	Fire and Life Safety Education Remote Controlled Fire truck for Child Education	Replace Freddie the Firetruck. This is used for public relations purposes when children are involved. Our vehicle is obsolete and parts are no longer available. <i>Mayor's adjustment</i>	31,500 (31,500)
	Fire and Life Safety Education Smart Board	The Smart Board is a portable electronic display that is used for displaying and easily manipulating instructional material when teaching firefighters and fire and life education courses to the public. <i>City Administrator's Adjustment</i>	11,000 (11,000)
	Fire and Life Safety Education Paperless Instruction System	These are iPads with Apps for paperless instruction. With this system, students can have all their registration, instruction, testing and record keeping needs met without the waste of using paper or books. <i>City Administrator's Adjustment</i>	6,000 (6,000)
			5,000 (5,000)

PAGE LEFT INTENTIONALLY BLANK

**CITY OF APOPKA
EMERGENCY MEDICAL SERVICES**

LINE ITEM DETAIL

	<u>2014</u> <u>ACTUAL</u>	<u>2015</u> <u>BUDGET</u>	<u>2015</u> <u>ESTIMATE</u>	<u>2016</u> <u>REQUESTED</u>
PERSONNEL COSTS:				
1200 REGULAR SALARIES AND WAGES	2,753,537	2,917,270	2,772,046	3,198,468
1210 LONGEVITY PAY	45,953	66,560	80,023	16,053
1225 PROFICIENCY PAY	360,185	416,000	354,365	408,000
1400 OVERTIME	142,141	120,000	178,658	100,000
1500 SPECIAL PAY	14,837	19,180	15,986	23,640
1600 OTHER REIMBURSED ALLOWANCES	-	-	-	-
2100 F.I.C.A.	243,454	267,640	246,946	286,581
2200 RETIREMENT CONTRIBUTION	585,436	552,880	552,880	431,176
2300 LIFE AND HEALTH INSURANCE	310,050	359,950	359,950	541,816
2400 WORKERS COMPENSATION	36,300	36,300	36,300	198,921
TOTAL	4,491,893	4,755,780	4,597,154	5,204,655
SUPPLIES AND OTHER SERVICES:				
4000 TRAVEL & PER DIEM	-	600	-	600
4100 COMMUNICATIONS	7,187	11,300	11,000	-
4200 FREIGHT & POSTAGE	5	-	-	-
4400 RENTAL & LEASES	8,007	8,000	8,000	10,000
4500 LIABILITY & CASUALTY INSURANCE	49,500	49,500	49,500	-
4600 REPAIR AND MAINTENANCE	19,952	20,000	15,000	25,000
4650 VEHICLE MAINTENANCE	37,083	30,000	25,000	25,000
4700 PRINTING AND BINDING	2,424	4,000	3,500	3,000
4900 OTHER CHARGES	-	-	-	-
4902 LEGAL ADVERTISING	29	-	-	-
4950 EMS BILLING EXPENSES	42,507	46,000	40,000	46,000
5100 OFFICE SUPPLIES	155	600	600	600
5200 OPERATING SUPPLIES	109,245	115,000	105,000	122,080
5250 FUEL & GASOLINE	36,499	40,000	35,000	26,000
5500 TRAINING	6,765	8,000	8,000	8,000
TOTAL	319,358	333,000	300,600	266,280
CAPITAL OUTLAY:				
6200 BUILDINGS	-	-	-	-
6300 IMPROV OTHER THAN BUILDING	-	-	-	-
6400 EQUIPMENT	142,550	167,800	167,800	481,425
TOTAL	142,550	167,800	167,800	475,925 *
TRANSFERS:				
9300 TRANSFER TO GRANT FUND	-	-	-	38,181
TOTAL	-	-	-	38,181
TOTAL COST	4,953,801	5,256,580	5,065,554	5,985,041

* Includes only equipment to be financed

**CITY OF APOPKA
EMERGENCY MEDICAL SERVICES**

STAFFING ANALYSIS

NUMBER OF FULL-TIME/PART-TIME PERSONNEL

<u>POSITION</u>	<u>2014</u>	<u>2015</u>	<u>2016</u>
CAPTAIN	3	3	3
LIEUTENANT	12	12	12
ENGINEER	7	7	7
EMS/FIREFIGHTER	20	20	20
TOTAL	42	42	42

CAPITAL OUTLAY

6200 - Buildings	0
Total Building	\$ -
6400 - Equipment	
Cardiac Monitors/Defibrillators	\$ 337,900
Replacement Ambulance	150,000
AED for 5 staff admin vehicles	5,500
Stretcher upgrades and Power Load Pro for 6 ambulances	325,925
Total Equipment	\$ 819,325
Total Capital Outlay	\$ 819,325

**CITY OF APOPKA
OPERATING BUDGET JUSTIFICATION FORM
FISCAL YEAR 2015-16**

Fund	<u>General Fund - 001</u>
Department	<u>Fire - Emergency Medical Svcs 2130-526</u>
Line Item #	<u>4000</u>
Line Item Description	<u>Travel & Per Diem</u>

Item	Description	Justification	Estimated Cost
	<i>EMS state meetings</i>		600

Total Cost	\$	600
-------------------	----	------------

**CITY OF AOPKA
OPERATING BUDGET JUSTIFICATION FORM
FISCAL YEAR 2015-16**

Fund	<u>General Fund - 001</u>
Department	<u>Fire - Emergency Medical Svcs 2130-526</u>
Line Item #	<u>4100</u>
Line Item Description	<u>Communications Services</u>

Item	Description	Justification	Estimated Cost
	Ambulance cell phone use	911 callers are transferred to the responding ambulance via the ambulance cell phone <i>centralized support function - IT</i>	4,000 <i>(4,000)</i>
	Ambulance data cards for the heart monitors to transmit EKG's to hospitals	This cost was covered by Orange County in previous years through a grant but the grant has since expired. Each agency is now responsible for their portion. <i>centralized support function - IT</i>	1,200 <i>(1,200)</i>

Total Cost	\$ -
------------	------

**CITY OF APOPKA
OPERATING BUDGET JUSTIFICATION FORM
FISCAL YEAR 2015-16**

Fund	<u>General Fund - 001</u>
Department	<u>Fire - Emergency Medical Svcs 2130-526</u>
Line Item #	<u>4400</u>
Line Item Description	<u>Rentals and Leases</u>

Item	Description	Justification	Estimated Cost
	<i>Oxygen and Cylinder rental</i>	<i>Oxygen bottles are leased to the department from our oxygen supplier.</i>	<i>10,000</i>

Total Cost	\$ 10,000
-------------------	------------------

**CITY OF APOPKA
OPERATING BUDGET JUSTIFICATION FORM
FISCAL YEAR 2015-16**

Fund	<u>General Fund - 001</u>
Department	<u>Fire - Emergency Medical Svcs 2130-526</u>
Line Item #	<u>4600</u>
Line Item Description	<u>Repair and Maintenance - Bldg & Equip</u>

Item	Description	Justification	Estimated Cost
	<i>EMS equipment repairs and preventative maintenance</i>	<i>Aging cardiac monitors, stretcher repairs, etc. require a preventive maintenance fee with companies who are certified to perform this. \$16,000 is for the monitor PM and \$9,000 additional would be for stretcher PM, repairs, batteries.</i>	<i>25,000</i>

Total Cost	\$ 25,000
-------------------	------------------

**CITY OF AOPKA
OPERATING BUDGET JUSTIFICATION FORM
FISCAL YEAR 2015-16**

Fund	<u>General Fund - 001</u>
Department	<u>Fire - Emergency Medical Svcs 2130-526</u>
Line Item #	<u>4650</u>
Line Item Description	<u>Vehicle Maintenance</u>

Item	Description	Justification	Estimated Cost
	Vehicle Maintenance	Vehicle Maintenance for EMS <i>City Administrator's Adjustment</i>	35,000 <i>(10,000)</i>

Total Cost	\$ 25,000
-------------------	------------------

**CITY OF APOPKA
OPERATING BUDGET JUSTIFICATION FORM
FISCAL YEAR 2015-16**

Fund	<u>General Fund - 001</u>
Department	<u>Fire - Emergency Medical Svcs 2130-526</u>
Line Item #	<u>4700</u>
Line Item Description	<u>Printing Services</u>

Item	Description	Justification	Estimated Cost
	<i>Printing of EMS reports and Federal required Hipaa forms</i>	<i>EMS reports and Hipaa forms required for county protocols and department EMS billing City Administrator's Adjustment</i>	4,000 <i>(1,000)</i>

Total Cost	\$ 3,000
-------------------	-----------------

**CITY OF AOPKA
OPERATING BUDGET JUSTIFICATION FORM
FISCAL YEAR 2015-16**

Fund	<u>General Fund - 001</u>
Department	<u>Fire - Emergency Medical Svcs 2130-526</u>
Line Item #	<u>4950</u>
Line Item Description	<u>EMS Billing Expenses</u>

Item	Description	Justification	Estimated Cost
	<i>EMS billing</i>	<i>EMS billing is based on 6% of amount collected. The current collection rate is 69.8% of billed patients. 2014 revenue collected as of 3/31/15 was \$1,086,000.00</i>	46,000

Total Cost	\$ 46,000
-------------------	------------------

**CITY OF APOPKA
OPERATING BUDGET JUSTIFICATION FORM
FISCAL YEAR 2015-16**

Fund	<u>General Fund - 001</u>
Department	<u>Fire - Emergency Medical Svcs 2130-526</u>
Line Item #	<u>5100</u>
Line Item Description	<u>Office Supplies</u>

Item	Description	Justification	Estimated Cost
	<i>Office supplies for EMS Division</i>	<i>Copy paper, notebooks, ink cartridges</i>	<i>600</i>

Total Cost	\$	600
-------------------	-----------	------------

**CITY OF APOPKA
OPERATING BUDGET JUSTIFICATION FORM
FISCAL YEAR 2015-16**

Fund	<u>General Fund - 001</u>
Department	<u>Fire - Emergency Medical Svcs 2130-526</u>
Line Item #	<u>5200</u>
Line Item Description	<u>Operating Supplies</u>

Item	Description	Justification	Estimated Cost
	<i>EMS operating supplies (EMS medications, first aid supplies, advanced life support items, etc.)</i>	<i>EMS operating supplies continue to increase in price, this budget request is 5% additional than the previous year requested amount. Call load has also increased over the last few years. 2010 total patients treated= 3821 2011 total patients treated= 4093 2012 total patients treated= 4390 2013 total patients treated= 4584 2014 total patients treated= 4779</i>	120,000
	<i>Replacement batteries for City owned AED's in city facilities</i>	<i>AED's require battery changes every two years to be kept in a ready state of use. The city currently has 13 AED's in city owned buildings and facilities. Batteries are \$160 each.</i>	2,080

Total Cost	\$ 122,080
-------------------	-------------------

**CITY OF AOPKA
OPERATING BUDGET JUSTIFICATION FORM
FISCAL YEAR 2015-16**

Fund	<u>General Fund - 001</u>
Department	<u>Fire - Emergency Medical Svcs 2130-526</u>
Line Item #	<u>5250</u>
Line Item Description	<u>Fuel and Gasoline</u>

Item	Description	Justification	Estimated Cost
	<i>Fuel</i>	<i>Fuel for EMS vehicles</i> <i>City Administrator's Adjustment</i>	<i>40,000</i> <i>(14,000)</i>

Total Cost	\$ 26,000
-------------------	------------------

**CITY OF APOPKA
OPERATING BUDGET JUSTIFICATION FORM
FISCAL YEAR 2015-16**

Fund	<u>General Fund - 001</u>
Department	<u>Fire - Emergency Medical Svcs 2130-526</u>
Line Item #	<u>5500</u>
Line Item Description	<u>Training</u>

Item	Description	Justification	Estimated Cost
	<i>EMS training for department members</i>	<i>continued education training is required by the state for all department members (EMT's and Paramedics).</i>	8,000
	<i>Emergency Medical Dispatch (EMD)</i>	<i>Presently, 911 callers are transferred to paramedics via cell phones in the ambulances. The accepted and nation wide standard is for 911 operators to be trained in instructing callers how to perform life saving measures as opposed to transferring the caller which risks the possibility of the caller being disconnected. This requested amount will be for all associated training, software and implementation.</i> <i>Moved to IT</i>	35,000 <i>(35,000)</i>

Total Cost	\$ 8,000
-------------------	-----------------

**CITY OF APOPKA
OPERATING BUDGET JUSTIFICATION FORM
FISCAL YEAR 2015-16**

Fund	<u>General Fund - 001</u>
Department	<u>Fire - Emergency Medical Svcs 2130-526</u>
Line Item #	<u>6400</u>
Line Item Description	<u>Equipment & Machinery</u>

Item	Description	Justification	Estimated Cost
	Cardiac monitors/defibrillators	<p>The current cardiac monitors we utilize on the ambulances are 15 years old and are in frequent need of repair and servicing. Apopka was the first agency in the county to obtain these monitors in 1999 and we are one of the last agencies to continue using them. The manufacturer (Physio Control), will begin phasing out the servicing of the monitors in 2016-2017 period. The new monitors we are requesting are more advanced in technology and capable of performing additional advanced life saving biphasic defibrillations required by the Orange County Medical Director in our current EMS protocols. These newer model monitors are also capable of measuring carbon monoxide (CO) levels not only in victims of smoke inhalation at fire scenes, but can also be quickly used to monitor CO levels in firefighters, adding to firefighter safety and survival. We have applied for AFG FEMA grants over the last three years without success. We have applied for the same grant this year and are awaiting announcements sometime beginning in June. The Apopka Fire Department currently utilizes twelve LifePak12 cardiac monitors. The new monitors are \$28,160 each.</p> <p style="color: red;"><i>Moved to Grant Fund</i></p> <p>OPTION: purchase six new monitors in 2015-2016 budget, and another six in the 2016-2017 budget. Amount would then be reduced to \$168,950 this year and another \$168,950 in 2016-2017 budget.</p>	<p>337,900</p> <p style="color: red;">(337,900)</p>

**CITY OF APOPKA
OPERATING BUDGET JUSTIFICATION FORM
FISCAL YEAR 2015-16**

Fund	<u>General Fund - 001</u>
Department	<u>Fire - Emergency Medical Svcs 2130-526</u>
Line Item #	<u>6400</u>
Line Item Description	<u>Equipment & Machinery</u>

Item	Description	Justification	Estimated Cost
	Replacement ambulance	<p>The department is currently in a three year replacement schedule of three older model ambulances from years 2002, 2003, and 2004. This plan was outlined a few years ago in the EMS five year capital projects. The department utilizes nine Advanced Life Support (ALS) ambulances out of four fire stations and was the first fire department in the state to provide an ambulance service dating back to 1966. The department has seen a significant increase in the number of patients transported to area hospitals over the last five years as shown below:</p> <p>2010 total patients treated= 3821 2011 total patients treated= 4093 2012 total patients treated= 4390 2013 total patients treated= 4584 2014 total patients treated= 4779</p> <p>2014 transport revenue as of 3/31/15 was \$1,086,000 or about 68.9% (collection rate) of billed patients</p>	150,000
	AED (automatic external defibrillator) for staff admin vehicles	All AFD admin staff members are state paramedics and are often the first to arrive on incidents (before the ambulance) where a patient may be in cardiac arrest and will need immediate defibrillation. Placing an AED in the five staff vehicles may help with the survival rate of a patient in a sudden death situation. Each AED is \$1100	5,500

**CITY OF APOPKA
OPERATING BUDGET JUSTIFICATION FORM
FISCAL YEAR 2015-16**

Fund	<u>General Fund - 001</u>
Department	<u>Fire - Emergency Medical Svcs 2130-526</u>
Line Item #	<u>6400</u>
Line Item Description	<u>Equipment & Machinery</u>

Item	Description	Justification	Estimated Cost
	<i>Stretcher upgrades and Power Load Pro devices for six ambulances</i>	<p><i>The current ambulance stretchers we use were obtained from a state EMS grant seven years ago. Our current warranty is no longer good as the stretchers are past their expected "useful" life. This request includes six new stretchers with new seven year "bumper to bumper" warranties, the new Power Load Pro Track Devices installed in our six newest ambulances along with the same warranty mentioned above. We are also being given the maximum allowed trade in value of \$2500 per stretcher.</i></p> <p><i>Please see attached supporting justification</i></p> <p>Option: Stryker is also offering this as a six year payment plan with 0% interest with a yearly payment of \$54,320 for six years.</p>	325,925

Total Cost	\$ 481,425
-------------------	-------------------

**CITY OF APOPKA
OPERATING BUDGET JUSTIFICATION FORM
FISCAL YEAR 2015-16**

Fund	<u>General Fund - 001</u>
Department	<u>Fire - Emergency Medical Svcs 2130-526</u>
Line Item #	<u>9300</u>
Line Item Description	<u>Transfer to Grant Fund</u>

Item	Description	Justification	Estimated Cost
	<i>FEMA - AFG Grant for Heart Monitors</i>	<i>90% funded through grant monies - 10% City match</i>	<i>38,181</i>

Total Cost	\$ 38,181
-------------------	------------------

PAGE LEFT INTENTIONALLY BLANK

**CITY OF AOPKA
POLICE CHIEF**

LINE ITEM DETAIL

	<u>2014</u>	<u>2015</u>	<u>2015</u>	<u>2016</u>
	<u>ACTUAL</u>	<u>BUDGET</u>	<u>ESTIMATE</u>	<u>REQUESTED</u>
PERSONNEL COSTS:				
1200 REGULAR SALARIES AND WAGES	172,096	173,670	145,951	181,045
1210 LONGEVITY PAY	4,357	650	5,615	800
1225 PROFICIENCY PAY	1,505	1,500	1,423	1,500
1400 OVERTIME	15	500	-	500
1500 SPECIAL PAY	1,444	1,440	-	1,440
1600 OTHER REIMBURSED ALLOWANCES	-	-	-	534
2100 F.I.C.A.	12,597	13,530	9,430	13,540
2200 RETIREMENT CONTRIBUTION	338,373	41,700	86,522	38,080
2300 LIFE AND HEALTH INSURANCE	27,480	14,580	14,580	29,774
2400 WORKERS COMPENSATION	5,700	5,700	5,700	5,015
Personnel Requested: Deputy Pol Chief (2)-Promotions				
TOTAL	563,567	253,270	269,221	272,228
SUPPLIES AND OTHER SERVICES:				
3100 PROFESSIONAL SERVICES	36,773	17,000	3,500	48,800
3400 OTHER CONTRACTUAL SERVICES	1,242,172	1,290,000	1,290,000	1,350,000
4000 TRAVEL & PER DIEM	279	1,600	1,600	1,600
4100 COMMUNICATIONS	3,928	4,500	4,500	-
4200 FREIGHT & POSTAGE	9,144	8,000	6,000	9,000
4300 UTILITIES	16,185	35,000	30,000	28,000
4500 LIABILITY & CASUALTY INSURANCE	4,470	4,470	4,400	-
4600 REPAIR AND MAINTENANCE	3,696	12,000	12,000	10,000
4650 VEHICLE MAINTENANCE	3,631	4,500	4,500	4,500
4700 PRINTING AND BINDING	-	1,750	1,750	1,750
4900 OTHER CHARGES	1,696	8,000	5,000	2,000
4902 LEGAL ADVERTISING	8,386	750	700	1,000
5100 OFFICE SUPPLIES	2,188	4,000	5,000	3,000
5200 OPERATING SUPPLIES	32,959	6,500	6,000	4,000
5250 FUEL & GASOLINE	16,110	8,500	8,000	8,500
5400 BOOKS, PUBS, SUBS & MEMBERSHIPS	716	1,250	1,250	1,500
5500 TRAINING	725	750	750	750
TOTAL	1,383,058	1,408,570	1,384,950	1,474,400
CAPITAL OUTLAY:				
6200 BUILDINGS	5,642	-	-	45,000
6300 IMPROV OTHER THAN BUILDING	-	-	-	-
6400 EQUIPMENT	28,918	27,000	27,000	70,000
TOTAL	34,560	27,000	27,000	40,000 *
TOTAL COST	1,981,185	1,688,840	1,681,171	1,786,628

* Includes only equipment to be financed

**CITY OF APOPKA
POLICE CHIEF**

STAFFING ANALYSIS

NUMBER OF FULL-TIME/PART-TIME PERSONNEL

<u>POSITION</u>	<u>2014</u>	<u>2015</u>	<u>2016</u>
POLICE CHIEF	1	1	1
DEPUTY POLICE CHIEF	0	2	2
CODE ENFORCEMENT OFFICER	1	2	2
SECRETARY III	1	1	1
SECRETARY II	1	0	2
TOTAL	4	6	8

CAPITAL OUTLAY

6200 - Buildings		
Refurbish Graham's Garage - Add Covered Structure		\$ 20,000
Refurbish Graham's Garage		25,000
Replace Electric Entry System		50,000
Total Building		<u>\$ 95,000</u>
6400 - Equipment		
Replace SUV (vehicle #822)		\$ 40,000
Replace Sedan (vehicle #957)		30,000
Total Equipment		<u>\$ 70,000</u>
Total Capital Outlay		<u><u>\$ 165,000</u></u>

**CITY OF APOPKA
STAFFING REQUEST FORM
FISCAL YEAR 2015-16**

Fund General Fund - 001
Department Police - Chief's Office 2210-521
Division _____

Position Title	Justification	FT / PT	Proposed Cost
Deputy Police Chief (2)	Public Safety Grade 21 - promotion from within	FT	\$ 15,724

FT = Regular Full Time
 PT = Regular Part Time
 PTT = Temporary

ATTACH JOB DESCRIPTION TO THIS FORM

Coord: _____

**CITY OF APOPKA
OPERATING BUDGET JUSTIFICATION FORM
FISCAL YEAR 2015-16**

Fund	<u>General Fund - 001</u>
Department	<u>Police - Chief's Office 2210-521</u>
Line Item #	<u>3100</u>
Line Item Description	<u>Professional Services</u>

Item	Description	Justification	Estimated Cost
1	Clerk of the Court Filings	Code Enforcement/Municipal Code Violations	2,000
2	FDLE Background (Fingerprinting fees citywide)	Police has taken over the responsibility to process all fingerprints. The city has an ordinance that coaches must have an FDLE background check each year. This is approximately \$50 per coach for 530 coaches. This is a pass through cost to the organization.	27,000
3	Comptroller Filings	Violations	3,000
4	Traffic Hearing Officer	The department pays for the county traffic hearing officer court proceedings	6,000
5	Red light hearing officer	The department pays for the municipal hearing officer court proceedings	4,800
6	Code Enforcement Officer	The department pays for the code enforcement officer court proceedings	6,000

Total Cost	\$ 48,800
-------------------	------------------

**CITY OF AOPKA
OPERATING BUDGET JUSTIFICATION FORM
FISCAL YEAR 2015-16**

Fund	<u>General Fund - 001</u>
Department	<u>Police - Chief's Office 2210-521</u>
Line Item #	<u>3400</u>
Line Item Description	<u>Other Contractual Services</u>

Item	Description	Justification	Estimated Cost
1	ATS Traffic Intersection Safety Program	Pole/Camera Rental Fee (offsetting revenues of \$1.7Million)	1,350,000

Total Cost	\$ 1,350,000
------------	--------------

**CITY OF APOPKA
OPERATING BUDGET JUSTIFICATION FORM
FISCAL YEAR 2015-16**

Fund	<u>General Fund - 001</u>
Department	<u>Police - Chief's Office 2210-521</u>
Line Item #	<u>4000</u>
Line Item Description	<u>Travel & Per Diem</u>

Item	Description	Justification	Estimated Cost
1	Travel / Per Diem	Chief / Staff Training Classes	1,600

Total Cost	\$ 1,600
------------	----------

**CITY OF APOPKA
OPERATING BUDGET JUSTIFICATION FORM
FISCAL YEAR 2015-16**

Fund	<u>General Fund - 001</u>
Department	<u>Police - Chief's Office 2210-521</u>
Line Item #	<u>4100</u>
Line Item Description	<u>Communications Services</u>

Item	Description	Justification	Estimated Cost
1	Paging Services	Member Communications	14,400
		<i>Moved to dispatch</i>	<i>(14,400)</i>
2	Cell Service	Member Cell Phone Reimbursement	500
		<i>Cost moved to Salaries and Wages</i>	<i>(500)</i>
3	E-Line Reimbursement	Annual Connectivity (hardline) to SCSD	12,000
		<i>Moved to IT</i>	<i>(12,000)</i>
4	Net Motion	Annual Connectivity (over air) to SCSD	1,800
		<i>Moved to IT</i>	<i>(1,800)</i>

Total Cost	\$	-
-------------------	----	---

**CITY OF AOPKA
OPERATING BUDGET JUSTIFICATION FORM
FISCAL YEAR 2015-16**

Fund	<u>General Fund - 001</u>
Department	<u>Police - Chief's Office 2210-521</u>
Line Item #	<u>4200</u>
Line Item Description	<u>Freight & Postage</u>

Item	Description	Justification	Estimated Cost
1	Postage / Franking Services	Department required mailings	9,000

Total Cost	\$ 9,000
------------	----------

**CITY OF APOPKA
OPERATING BUDGET JUSTIFICATION FORM
FISCAL YEAR 2015-16**

Fund	<u>General Fund - 001</u>
Department	<u>Police - Chief's Office 2210-521</u>
Line Item #	<u>4300</u>
Line Item Description	<u>Utility Services</u>

Item	Description	Justification	Estimated Cost
1	Utilities	Duke Energy / Lake Apopka Gas <i>City Administrator's Adjustment</i>	35,000 <i>(7,000)</i>

Total Cost	\$ 28,000
------------	-----------

**CITY OF AOPKA
OPERATING BUDGET JUSTIFICATION FORM
FISCAL YEAR 2015-16**

Fund	<u>General Fund - 001</u>
Department	<u>Police - Chief's Office 2210-521</u>
Line Item #	<u>4500</u>
Line Item Description	<u>Liability & Casualty Insurance</u>

Item	Description	Justification	Estimated Cost
1	insurance	insurance <i>Centralized support function</i>	4,470 <i>(4,470)</i>

Total Cost	\$	-
------------	----	---

**CITY OF AOPKA
OPERATING BUDGET JUSTIFICATION FORM
FISCAL YEAR 2015-16**

Fund	<u>General Fund - 001</u>
Department	<u>Police - Chief's Office 2210-521</u>
Line Item #	<u>4600</u>
Line Item Description	<u>Repair and Maintenance - Bldg. & Equip</u>

Item	Description	Justification	Estimated Cost
1	Computer Repairs / Replacements	Maintenance	5,000
		<i>centralized support function - IT</i>	<i>(5,000)</i>
2	Building upgrades	carpet / paint / refurbishment	10,000
3	RMS Maintenance (CAFÉ)	Annual Software Support	35,000
		<i>centralized support function - IT</i>	<i>(35,000)</i>
4	Security Key for Laptops	RSA key cost from Seminole County (Second factor authentication),	4,500
		<i>centralized support function - IT</i>	<i>(4,500)</i>
5	Data Conversion	Convert historical data into Café system	16,000
		<i>centralized support function - IT</i>	<i>(16,000)</i>

Total Cost	\$ 10,000
-------------------	------------------

**CITY OF APOPKA
OPERATING BUDGET JUSTIFICATION FORM
FISCAL YEAR 2015-16**

Fund	<u>General Fund - 001</u>
Department	<u>Police - Chief's Office 2210-521</u>
Line Item #	<u>4650</u>
Line Item Description	<u>Vehicle Maintenance</u>

Item	Description	Justification	Estimated Cost
1	Vehicle Maintenance	Maintain police Fleet assigned to Chief's Office	4,500

Total Cost	\$ 4,500
------------	----------

**CITY OF APOPKA
 OPERATING BUDGET JUSTIFICATION FORM
 FISCAL YEAR 2015-16**

Fund General Fund - 001
Department Police - Chief's Office 2210-521
Line Item # 4700
Line Item Description Printing Services

Item	Description	Justification	Estimated Cost
1	Business Cards	Replacement Card Printing	250
2	Stationary	Replacement Stationary	1,000
3	Envelopes	Replacement Envelopes	500

Total Cost	\$ 1,750
-------------------	-----------------

**CITY OF APOPKA
OPERATING BUDGET JUSTIFICATION FORM
FISCAL YEAR 2015-16**

Fund	<u>General Fund - 001</u>
Department	<u>Police - Chief's Office 2210-521</u>
Line Item #	<u>4900</u>
Line Item Description	<u>Other Charges</u>

Item	Description	Justification	Estimated Cost
1	Code Enforcement Charges	<p><i>Costs incurred in curing miscellaneous code enforcement violations, if necessary, by the city. These costs are charged back as a lien on the property.</i></p> <p><i>City Administrator's Adjustment</i></p>	<p>8,000</p> <p><i>(6,000)</i></p>

Total Cost	\$ 2,000
-------------------	-----------------

**CITY OF APOPKA
OPERATING BUDGET JUSTIFICATION FORM
FISCAL YEAR 2015-16**

Fund	<u>General Fund - 001</u>
Department	<u>Police - Chief's Office 2210-521</u>
Line Item #	<u>4902</u>
Line Item Description	<u>Legal Advertising</u>

Item	Description	Justification	Estimated Cost
1	Code Enforcement / Legal Notices	<i>Required Legal Notices to include evidence/unclaimed property disposals, and assessment notices. City Administrator's Adjustment</i>	2,000 <i>(1,000)</i>

Total Cost	\$ 1,000
-------------------	-----------------

**CITY OF APOPKA
OPERATING BUDGET JUSTIFICATION FORM
FISCAL YEAR 2015-16**

Fund	<u>General Fund - 001</u>
Department	<u>Police - Chief's Office 2210-521</u>
Line Item #	<u>5100</u>
Line Item Description	<u>Office Supplies</u>

Item	Description	Justification	Estimated Cost
1	Printer Cartridges	printer/copy supplies	2,000
2	Office Supplies	Desk items - Pens, folders, stamps, etc.	2,000
3	Copy paper	paper goods	1,500
		City Administrator's Adjustment	(2,500)

Total Cost	\$ 3,000
-------------------	-----------------

**CITY OF AOPKA
OPERATING BUDGET JUSTIFICATION FORM
FISCAL YEAR 2015-16**

Fund	<u>General Fund - 001</u>
Department	<u>Police - Chief's Office 2210-521</u>
Line Item #	<u>5200</u>
Line Item Description	<u>Operating Supplies</u>

Item	Description	Justification	Estimated Cost
1	Petty cash	nominal expenses	1,000
2	Uniforms	clothes, footwear, accessories	2,000
3	Awards	citizen recognition awards	800
		Police Department is responsible for citywide	
4	ID supplies	ID issue / replacement	2,000
5	Training Materials	ammunition, Taser cartridges, etc.	1,000
		City Administrator's Adjustment	(2,800)

Total Cost	\$ 4,000
-------------------	-----------------

**CITY OF AOPKA
OPERATING BUDGET JUSTIFICATION FORM
FISCAL YEAR 2015-16**

Fund	<u>General Fund - 001</u>
Department	<u>Police - Chief's Office 2210-521</u>
Line Item #	<u>5250</u>
Line Item Description	<u>Fuel and Gasoline</u>

Item	Description	Justification	Estimated Cost
1	<i>Fuel</i>	<i>Staff Vehicles</i>	8,500

Total Cost	\$	8,500
------------	----	-------

**CITY OF AOPKA
OPERATING BUDGET JUSTIFICATION FORM
FISCAL YEAR 2015-16**

Fund General Fund - 001
Department Police - Chief's Office 2210-521
Line Item # 5400
Line Item Description Books, Publications & Subscriptions

Item	Description	Justification	Estimated Cost
1	Subscriptions	Magazines	250
2	Membership Fees	IACP, FPCA (cmd staff)	1,250
Total Cost			\$ 1,500

**CITY OF APOPKA
OPERATING BUDGET JUSTIFICATION FORM
FISCAL YEAR 2015-16**

Fund	<u>General Fund - 001</u>
Department	<u>Police - Chief's Office 2210-521</u>
Line Item #	<u>5500</u>
Line Item Description	<u>Training</u>

Item	Description	Justification	Estimated Cost
1	<i>Professional Development</i>	<i>Conferences / Professional Courses</i>	750

Total Cost	\$	750
------------	----	-----

**CITY OF APOPKA
OPERATING BUDGET JUSTIFICATION FORM
FISCAL YEAR 2015-16**

Fund	<u>General Fund - 001</u>
Department	<u>Police - Chief's Office 2210-521</u>
Line Item #	<u>6200</u>
Line Item Description	<u>Building</u>

Item	Description	Justification	Estimated Cost
1	Refurbish Graham's Garage	Add covered area next to structure for large vehicle protection.	20,000
1	Refurbish Graham's Garage	Modify building and space for police equipment and property use and protection. Replace legacy door access control system. The police department control access to city facilities citywide.	25,000
2	Replace electronic entry system	<i>City Administrator's Adjustment</i>	50,000 <i>(50,000)</i>

Total Cost	\$ 45,000
-------------------	------------------

**CITY OF APOPKA
OPERATING BUDGET JUSTIFICATION FORM
FISCAL YEAR 2015-16**

Fund	<u>General Fund - 001</u>
Department	<u>Police - Chief's Office 2210-521</u>
Line Item #	<u>6400</u>
Line Item Description	<u>Equipment & Machinery</u>

Item	Description	Justification	Estimated Cost
1	Police Vehicle Purchase (SUV)	Replace vehicle 822 (126000 miles). Replacement cost includes police equipment.	40,000
2	Police Vehicle Purchase (Sedan)	Replace vehicle 957 (110062 miles). Replacement cost includes police equipment.	30,000

Total Cost	\$ 70,000
-------------------	------------------

**CITY OF APOPKA
POLICE FIELD SERVICES**

LINE ITEM DETAIL

	<u>2014</u>	<u>2015</u>	<u>2015</u>	<u>2016</u>
	<u>ACTUAL</u>	<u>BUDGET</u>	<u>ESTIMATE</u>	<u>REQUESTED</u>
PERSONNEL COSTS:				
1200 REGULAR SALARIES AND WAGES	3,502,644	3,767,450	3,349,063	3,834,607
1210 LONGEVITY PAY	24,390	16,320	24,731	16,965
1225 PROFICIENCY PAY	19,768	19,500	17,402	21,500
1400 OVERTIME	250,774	181,000	350,426	181,000
1500 SPECIAL PAY	44,336	51,140	40,850	46,905
1600 OTHER REIMBURSED ALLOWANCES	-	-	-	-
2100 F.I.C.A.	279,705	305,360	277,884	310,599
2200 RETIREMENT CONTRIBUTION	1,063,250	1,050,205	881,681	995,947
2300 LIFE AND HEALTH INSURANCE	452,610	479,790	479,791	635,549
2400 WORKERS COMPENSATION	63,900	63,900	63,900	174,585
Personnel Requested: Police Officer (10)				
TOTAL	5,701,377	5,934,665	5,485,729	6,217,658
SUPPLIES AND OTHER SERVICES:				
3100 PROFESSIONAL SERVICES	2,691	5,000	4,000	3,000
3400 OTHER CONTRACTUAL SERVICES	-	-	-	-
4000 TRAVEL & PER DIEM	2,798	4,000	6,000	6,500
4100 COMMUNICATIONS	51,057	52,900	15,000	5,100
4200 FREIGHT & POSTAGE	5	-	-	-
4500 LIABILITY & CASUALTY INSURANCE	66,600	66,600	-	-
4600 REPAIR AND MAINTENANCE	13,583	18,000	18,000	28,400
4650 VEHICLE MAINTENANCE	178,435	155,000	155,000	125,000
4700 PRINTING AND BINDING	3,047	5,000	5,000	5,000
5100 OFFICE SUPPLIES	4,699	5,700	6,000	6,000
5200 OPERATING SUPPLIES	118,014	167,000	178,538	210,900
5250 FUEL & GASOLINE	234,933	220,000	220,000	200,000
5400 BOOKS, PUBS, SUBS & MEMBERSHIPS	215	8,600	8,600	3,600
5450 POLICE-SPECIAL EDUCATION	4,988	5,000	8,000	1,000
5500 TRAINING	3,219	3,000	3,200	-
TOTAL	684,284	715,800	627,338	594,500
CAPITAL OUTLAY:				
6300 IMPROV OTHER THAN BUILDING	-	-	-	-
6400 EQUIPMENT	327,567	301,000	317,929	959,500
TOTAL	327,567	301,000	317,929	361,000 *
TOTAL COST	6,713,228	6,951,465	6,430,996	7,173,158

* Includes only equipment to be financed

**CITY OF APOPKA
POLICE FIELD SERVICES**

STAFFING ANALYSIS

NUMBER OF FULL-TIME/PART-TIME PERSONNEL

<u>POSITION</u>	<u>2014</u>	<u>2015</u>	<u>2016</u>
POLICE CAPTAIN	1	1	1
POLICE LIEUTENANT	3	3	3
POLICE SARGEANT	7	7	7
POLICE OFFICER *	53	53	53
TOTAL	64	64	64

* Ten New Positions Requested

CAPITAL OUTLAY

6200 - Building	\$ -
6400 - Equipment	
Replace Pick-up 4X4 (Vehicle #852)	\$ 34,000
Purchase & outfit 2 Motorcycles	85,000
Replace SUV (Vehicle #846)	32,000
Replace SUV (Vehicle #847)	32,000
Replace SUV (Vehicle #848)	32,000
Replace SUV (Vehicle #833)	32,000
Replace Canine SUV (Vehicle #1192)	40,000
Replace Fusion (Vehicle #1200)	26,000
Replace Fusion (Vehicle #1203)	26,000
Replace Fusion (Vehicle #1207)	26,000
Replace Sedan (Vehicle #1208)	28,500
Replace Sedan (Vehicle #1209)	28,500
Replace Sedan (Vehicle #1210)	28,500
Replace Sedan (Vehicle #1211)	28,500
TASER Replacemnts	18,000
In Car Camera	45,000
Portable Radios	80,000
Vehicles for 10 New Officers	285,000
TASERS for 10 New Officers	12,000
LASER/RADAR systems (9@\$4500)	40,500
Gym Equipment (replace treadmill & weight machine)	3,500
Total Equipment	<u>\$ 963,000</u>
Total Capital Outlay	\$ 963,000

**CITY OF APOPKA
STAFFING REQUEST FORM
FISCAL YEAR 2015-16**

Fund General Fund - 001
Department Police - Field Services 2220-521
Division _____

Position Title	Justification	FT / PT	Proposed Cost
Police Officer (10)	Increase the ratio of officer per 1000 residents. No increase in officers over the last ten years. Public Safety Grade 11 If hired half year	FT	\$ 721,764 (360,882)

FT = Regular Full Time
 PT = Regular Part Time
 PTT = Temporary

ATTACH JOB DESCRIPTION TO THIS FORM

Coord: _____

**CITY OF APOPKA
OPERATING BUDGET JUSTIFICATION FORM
FISCAL YEAR 2015-16**

Fund	<u>General Fund - 001</u>
Department	<u>Police - Field Services 2220-521</u>
Line Item #	<u>3100</u>
Line Item Description	<u>Professional Services</u>

Item	Description	Justification	Estimated Cost
1	<i>psychological exams - pre employment exams</i>	<i>required medical reviews</i>	1,500
2	<i>transcript services</i>	<i>audio to text transcription services for various investigations</i>	1,500
3	<i>background check</i>	<i>costs of various background checks for prospective employees or other investigations</i> <i>Centralized Support function</i>	1,000 <i>(1,000)</i>

Total Cost	\$ 3,000
-------------------	-----------------

**CITY OF AOPKA
OPERATING BUDGET JUSTIFICATION FORM
FISCAL YEAR 2015-16**

Fund	<u>General Fund - 001</u>
Department	<u>Police - Field Services 2220-521</u>
Line Item #	<u>4000</u>
Line Item Description	<u>Travel & Per Diem</u>

Item	Description	Justification	Estimated Cost
1	<i>travel & per diem</i>	<i>school related travel, staff level professional development</i>	6,500

Total Cost	\$ 6,500
------------	----------

**CITY OF AOPKA
OPERATING BUDGET JUSTIFICATION FORM
FISCAL YEAR 2015-16**

Fund	<u>General Fund - 001</u>
Department	<u>Police - Field Services 2220-521</u>
Line Item #	<u>4100</u>
Line Item Description	<u>Communications Services</u>

Item	Description	Justification	Estimated Cost
1	pager expense	department paging and communications	2,500
2	cell reimbursement	employee reimbursement of cell charges	2,500
		moved to wages and benefits	(2,500)
3	accurint data subscription services	investigation tools	2,600

Total Cost	\$ 5,100
-------------------	-----------------

**CITY OF AOPKA
OPERATING BUDGET JUSTIFICATION FORM
FISCAL YEAR 2015-16**

Fund	<u>General Fund - 001</u>
Department	<u>Police - Field Services 2220-521</u>
Line Item #	<u>4600</u>
Line Item Description	<u>Repair and Maintenance - Bldg. & Equip</u>

Item	Description	Justification	Estimated Cost
1	copy maintenance / service	maintain copy machines - services	10,000
2	calibration services	RADAR / LASER recertification / vehicle calibrations	5,000
3	equipment repairs	TASER, simulators, weapons, etc.	3,500
4	computer / technology repairs	monitors, cpu, mounts, etc.	4,000
		<i>Moved to IT</i>	<i>(4,000)</i>
5	in car / external camera repairs	maintenance and repair of video camera systems	4,500
6	gym repairs / maintenance	annual maintenance services for city gym	3,000
7	patrol bike repairs	misc. patrol bike repairs and maintenance	2,400

Total Cost	\$ 28,400
-------------------	------------------

**CITY OF AOPKA
OPERATING BUDGET JUSTIFICATION FORM
FISCAL YEAR 2015-16**

Fund	<u>General Fund - 001</u>
Department	<u>Police - Field Services 2220-521</u>
Line Item #	<u>4650</u>
Line Item Description	<u>Vehicle Maintenance</u>

Item	Description	Justification	Estimated Cost
1	patrol vehicle maintenance	<i>general maintenance and repairs for patrol fleet</i> <i>City Administrator's Adjustment</i>	155,000 <i>(30,000)</i>

Total Cost	\$ 125,000
------------	------------

**CITY OF AOPKA
OPERATING BUDGET JUSTIFICATION FORM
FISCAL YEAR 2015-16**

Fund	<u>General Fund - 001</u>
Department	<u>Police - Field Services 2220-521</u>
Line Item #	<u>4700</u>
Line Item Description	<u>Printing Services</u>

Item	Description	Justification	Estimated Cost
1	business cards / stationary	department member cards, etc.	1,500
2	police forms	police forms needed for records	3,500

Total Cost	\$ 5,000
-------------------	-----------------

**CITY OF AOPKA
OPERATING BUDGET JUSTIFICATION FORM
FISCAL YEAR 2015-16**

Fund	<u>General Fund - 001</u>
Department	<u>Police - Field Services 2220-521</u>
Line Item #	<u>5100</u>
Line Item Description	<u>Office Supplies</u>

Item	Description	Justification	Estimated Cost
1	desk / office items	pens/pencils/highlighters/folders, etc.	500
2	copy paper	copy paper	2,000
3	printer/copier supplies	toner/cartridges	2,000
4	evidence packaging	envelopes, tapes, binders, clips, etc.	2,000
		City Administrator's Adjustment	(500)

Total Cost	\$ 6,000
-------------------	-----------------

**CITY OF AOPKA
OPERATING BUDGET JUSTIFICATION FORM
FISCAL YEAR 2015-16**

Fund	<u>General Fund - 001</u>
Department	<u>Police - Field Services 2220-521</u>
Line Item #	<u>5250</u>
Line Item Description	<u>Fuel and Gasoline</u>

Item	Description	Justification	Estimated Cost
1	<i>Fuel</i>	<i>fuel for patrol vehicles</i> <i>City Administrator's Adjustment</i>	<i>220,000</i> <i>(20,000)</i>

Total Cost	\$ 200,000
-------------------	-------------------

**CITY OF AOPKA
OPERATING BUDGET JUSTIFICATION FORM
FISCAL YEAR 2015-16**

Fund	<u>General Fund - 001</u>
Department	<u>Police - Field Services 2220-521</u>
Line Item #	<u>5200</u>
Line Item Description	<u>Operating Supplies</u>

Item	Description	Justification	Estimated Cost
1	duty uniforms	replacement shirts, trousers, coats	20,000
2	body armor	replacement body armor (15@\$600)	4,500
		<i>Moved to Grant Fund</i>	<i>(4,500)</i>
3	leather gear	replacement leather gear	6,000
4	expiring equipment	gas masks, canisters, less lethal devices	7,500
5	stop sticks	20 @ \$300	6,000
6	canine annual physicals	4 @ 600	2,400
7	canine supplies	food/misc. items/training equipment	9,000
8	crime scene products	print powders, hood filters, chemicals,	20,000
9	employee awards	annual award program with plaques, etc.	3,000
		replacement Taser cartridges, gas canisters,	
10	less lethal weapon items	chemical weapons, etc.	10,000
11	ammunition	practice and carry ammunition	30,000
12	footwear	annual footwear replacement items	9,000
		<i>City Administrator's Adjustment</i>	<i>(5,000)</i>
13	range supplies	target backs, targets, cleaning supplies, etc.	2,000
14	radio services	replacement batteries, microphones, ear buds	5,000
		inert training devices (mandatory recertification)	
		Taser cartridges, gas canisters, chemical	
15	training items	weapons, bean bag rounds	7,500
		<i>Duplicate item</i>	<i>(7,500)</i>
		new/replace weather gear, traffic vests, related	
16	weather/safety gear	safety equipment	4,000
17	traffic investigations	related supplies, intoxilyzer supplies	5,000
18	badges/collar brass	related uniform accouterments	2,000
		replace/new related hand held duty	
19	equipment	flashlights, handcuffs, hobbles, impact weapons,	4,000
		etc.	
20	Training center supplies	cleaning supplies, training items	3,000
		public safety academy, youth academy, female	
21	graduations/events	self defense academy, etc.	5,000
22	building supplies	toilet paper, hand towels, cleaning agents,	3,000
23	body cameras	40 @ \$1000	40,000
24	EO Tech Rifle Sights for Patrol	95 @ \$350	33,250
		<i>City Administrator's Adjustment</i>	<i>(33,250)</i>
		for 10 new officer positions - if approved - \$1400	
		for gear, body armor, uniforms; \$600 for firearm;	
25	Equipment / Weapon	10 @ \$2,000.	20,000

Total Cost	\$ 210,900
------------	------------

**CITY OF AOPKA
OPERATING BUDGET JUSTIFICATION FORM
FISCAL YEAR 2015-16**

Fund	<u>General Fund - 001</u>
Department	<u>Police - Field Services 2220-521</u>
Line Item #	<u>5400</u>
Line Item Description	<u>Books, Publications & Subscriptions</u>

Item	Description	Justification	Estimated Cost
1	promotional materials	books and supplies for promotions / special units	2,000
2	IACP monthly training subscription	\$300 x 12	3,600
3	Memberships	canine, SRT, other specialty units	1,500
4	Certifications	canine, SRT, other specialty units	1,500
		City Administrator's Adjustment	(5,000)

Total Cost	\$ 3,600
-------------------	-----------------

**CITY OF AOPKA
OPERATING BUDGET JUSTIFICATION FORM
FISCAL YEAR 2015-16**

Fund	<i>General Fund - 001</i>
Department	<i>Police - Field Services 2220-521</i>
Line Item #	<i>5450</i>
Line Item Description	<i>Special Education</i>

Item	Description	Justification	Estimated Cost
1	<i>recertification and professional development</i>	<i>SPI, FDLE senior leadership, IPTM Moved to Separate Fund professional development and training on complex cases, interviews, and officer involved misconduct and/or complaints.</i>	<i>20,000 (20,000)</i>
2	<i>Internal affairs training</i>		<i>1,000</i>

Total Cost	\$ 1,000
-------------------	-----------------

**CITY OF APOPKA
OPERATING BUDGET JUSTIFICATION FORM
FISCAL YEAR 2015-16**

Fund	<u>General Fund - 001</u>
Department	<u>Police - Field Services 2220-521</u>
Line Item #	<u>5500</u>
Line Item Description	<u>Training</u>

Item	Description	Justification	Estimated Cost
1	<i>recertification and professional development</i>	<i>ERT / SRT / officer training Moved to Separate Fund</i>	3,000 <i>(3,000)</i>

Total Cost	\$	-
------------	----	---

**CITY OF AOPKA
OPERATING BUDGET JUSTIFICATION FORM
FISCAL YEAR 2015-16**

Fund	<u>General Fund - 001</u>
Department	<u>Police - Field Services 2220-521</u>
Line Item #	<u>6400</u>
Line Item Description	<u>Equipment & Machinery</u>

Item	Description	Justification	Estimated Cost
1	Police Vehicle Purchase (Pick-up 4x4)	Replace vehicle 852 (129332 miles, 2006). Replacement cost includes police equipment. New project - Motors Unit 2 @ \$42,500. (Motors \$26,000; RADAR/LASER \$4,500; Mobile Radio w/interface \$7,500; mobile printing/tablet technology \$2,500;	34,000
2	Police Vehicle Purchase (MOTORS)	helmet/uniforms/rider equipment \$2,000)	85,000
3	Police Vehicle Purchase (SUV)	Replace vehicle 846 (102934 miles, 2006). Replacement cost includes police equipment.	32,000
4	Police Vehicle Purchase (SUV)	Replace vehicle 847 (136947 miles, 2006). Replacement cost includes police equipment.	32,000
5	Police Vehicle Purchase (SUV)	Replace vehicle 848 (112099 miles, 2006). Replacement cost includes police equipment.	32,000
6	Police Vehicle Purchase (SUV)	Replace vehicle 833 (106000 miles, 2005). Replacement cost includes police equipment.	32,000
7	Police Vehicle Purchase (Canine SUV)	Replace vehicle 1192 (canine 80000 miles, 2007). Replacement cost includes police equipment.	40,000
8	Police Vehicle Purchase (Fusion)	Replace vehicle 1200 (123321 miles, 2007). Replacement cost includes police equipment.	26,000
9	Police Vehicle Purchase (Fusion)	Replace vehicle 1203 (95000 miles, 2007). Replacement cost includes police equipment.	26,000
10	Police Vehicle Purchase (Fusion)	Replace vehicle 1207 (113305 miles, 2008). Replacement cost includes police equipment.	26,000
11	Police Vehicle Purchase (Sedan)	Replace vehicle 1208 (102356 miles, 2008). Replacement cost includes police equipment.	28,500
12	Police Vehicle Purchase (Sedan)	Replace vehicle 1209 (119904 miles, 2008). Replacement cost includes police equipment.	28,500

**CITY OF AOPKA
OPERATING BUDGET JUSTIFICATION FORM
FISCAL YEAR 2015-16**

Fund	<u>General Fund - 001</u>
Department	<u>Police - Field Services 2220-521</u>
Line Item #	<u>6400</u>
Line Item Description	<u>Equipment & Machinery</u>

Item	Description	Justification	Estimated Cost
13	Police Vehicle Purchase (Sedan)	Replace vehicle 1210 (102145 miles, 2008). Replacement cost includes police equipment.	28,500
14	Police Vehicle Purchase (Sedan)	Replace vehicle 1211 (102000 miles, 2008). Replacement cost includes police equipment.	28,500
15	TASER Replacements	replace legacy, non-repairable equipment - 15 @ \$1200	18,000
16	In Car Camera	Replace existing legacy equipment - in car camera systems - 9 @ \$5,000	45,000
17	Portable Radios	for 10 new officer positions - if approved - 10 @ \$8000	80,000
18	Police Vehicle Purchase (Sedan)	for 10 new officer positions - if approved - Cost includes police equipment. 10 @ \$28,500	285,000
19	Taser Weapon	for 10 new officer positions - if approved - 10 @ \$1,200.	12,000
20	LASER / RADAR systems	expand traffic enforcement capability - in car systems - 9 @ \$4500	40,500
21	Gym Equipment -	Replace treadmill / weight machine <i>City Administrator's Adjustment</i>	3,500 <i>(3,500)</i>

Total Cost	\$ 959,500
-------------------	-------------------

PAGE LEFT INTENTIONALLY BLANK

**CITY OF APOPKA
POLICE SUPPORT SERVICES**

LINE ITEM DETAIL

	<u>2014</u>	<u>2015</u>	<u>2015</u>	<u>2016</u>
	<u>ACTUAL</u>	<u>BUDGET</u>	<u>ESTIMATE</u>	<u>REQUESTED</u>
PERSONNEL COSTS:				
1200 REGULAR SALARIES AND WAGES	2,079,534	2,332,420	2,117,978	2,439,400
1210 LONGEVITY PAY	53,563	10,220	92,626	11,453
1225 PROFICIENCY PAY	9,127	10,000	9,418	10,500
1400 OVERTIME	124,461	80,000	162,341	80,000
1500 SPECIAL PAY	21,930	23,280	23,551	26,283
1600 OTHER REIMBURSED ALLOWANCES	-	-	-	7,500
2100 F.I.C.A.	168,744	186,970	177,619	195,354
2200 RETIREMENT CONTRIBUTION	574,995	581,370	496,999	567,645
2300 LIFE AND HEALTH INSURANCE	271,350	303,600	303,600	403,033
2400 WORKERS COMPENSATION	27,600	27,600	27,600	96,197
TOTAL	3,331,304	3,555,460	3,411,732	3,837,365
SUPPLIES AND OTHER SERVICES:				
3100 PROFESSIONAL SERVICES	1,504	4,000	2,000	3,500
3400 OTHER CONTRACTUAL SERVICES	-	-	-	-
4000 TRAVEL & PER DIEM	4,953	7,500	5,000	6,750
4100 COMMUNICATIONS	15,964	27,300	11,000	10,000
4200 FREIGHT & POSTAGE	-	-	-	-
4400 RENTAL & LEASES	4,200	13,000	13,000	13,000
4500 LIABILITY & CASUALTY INSURANCE	28,110	28,110	28,000	-
4600 REPAIR AND MAINTENANCE	11,402	12,200	10,000	11,400
4650 VEHICLE MAINTENANCE	46,853	39,000	30,000	31,000
4700 PRINTING AND BINDING	1,065	2,000	-	2,000
4902 LEGAL ADVERTISING	39	400	-	400
4904 OTHER - CLOTHING ALLOWANCE	6,530	6,400	6,400	-
5100 OFFICE SUPPLIES	3,514	9,000	3,000	4,000
5200 OPERATING SUPPLIES	26,541	43,480	42,000	30,000
5250 FUEL & GASOLINE	51,664	50,000	35,000	38,000
5400 BOOKS, PUBS, SUBS & MEMBERSHIPS	325	1,500	1,500	1,500
5450 POLICE-SPECIAL EDUCATION	4,260	5,000	5,000	-
5500 TRAINING	2,710	6,500	6,000	-
TOTAL	209,634	255,390	197,900	151,550
CAPITAL OUTLAY:				
6300 IMPROV OTHER THAN BUILDING	-	-	-	-
6400 EQUIPMENT	44,790	13,000	2,380	222,400
TOTAL	44,790	13,000	2,380	120,000 *
TOTAL COST	3,585,728	3,823,850	3,612,012	4,108,915

* Includes only equipment to be financed

**CITY OF AOPKA
POLICE SUPPORT SERVICES**

STAFFING ANALYSIS

NUMBER OF FULL-TIME/PART-TIME PERSONNEL

<u>POSITION</u>	<u>2014</u>	<u>2015</u>	<u>2016</u>
POLICE CAPTAIN	2	2	2
POLICE SARGEANT	5	5	5
POLICE OFFICER	16	16	16
POLICE LIEUTENANT	2	2	2
CRIME ANALYST	1	1	1
PROPERTY AND EVIDENCE TECH	2	2	2
FORENSIC SCIENCE TECH	1	1	1
CODE ENFORCEMENT OFFICER	2	2	2
RECORDS SUPERVISOR	1	1	1
RECORDS CLERK	3	3	3
SECRETARY III	1	1	1
TOTAL	36	36	36

CAPITAL OUTLAY

6200 - Building	\$ -
6400 - Equipment	
Police Vehicle Purchase (VAN)	\$ 33,000
Police Vehicle Purchase (CID unmarked)	30,000
Police Vehicle Purchase (CID unmarked)	30,000
Police Vehicle Purchase (CID unmarked)	30,000
Police SRO Vehicle Purchase (mid SUV)	30,000
Police SRO Vehicle Purchase (mid SUV)	30,000
Canine body suit	2,000
SRT communications sets	7,000
Pin Arms Multi-Launcher - Less Lethal Gas Launcher	2,500
Cross cut shredder	2,900
Police Vehicle Purchase (VAN)	25,000
Total Equipment	\$ 222,400
Total Capital Outlay	\$ 222,400

**CITY OF AOPKA
OPERATING BUDGET JUSTIFICATION FORM
FISCAL YEAR 2015-16**

Fund General Fund - 001
Department Police - Support Services 2230-521
Line Item # 3100
Line Item Description Professional Services

Item	Description	Justification	Estimated Cost
1	<i>Psychological Exams</i>	<i>Specialized unit assignment</i>	<i>1,000</i>
2	<i>Transcript Services</i>	<i>CID / IA Transcript of documents</i>	<i>2,500</i>

Total Cost	\$	3,500
-------------------	-----------	--------------

**CITY OF AOPKA
OPERATING BUDGET JUSTIFICATION FORM
FISCAL YEAR 2015-16**

Fund	<u>General Fund - 001</u>
Department	<u>Police - Support Services 2230-521</u>
Line Item #	<u>3400</u>
Line Item Description	<u>Other Contractual Services</u>

Item	Description	Justification	Estimated Cost
1	<i>Police Legal Advisor</i>	<i>Attorney Retainer and Consultation Centralized Support Function</i>	<i>25,000 (25,000)</i>

Total Cost	\$	-
------------	----	---

**CITY OF APOPKA
OPERATING BUDGET JUSTIFICATION FORM
FISCAL YEAR 2015-16**

Fund	<u>General Fund - 001</u>
Department	<u>Police - Support Services 2230-521</u>
Line Item #	<u>4000</u>
Line Item Description	<u>Travel & Per Diem</u>

Item	Description	Justification	Estimated Cost
1	Rapid Deployment	ERT training for large crowds, class presented by Miami PD (Free, but travel is dept. responsibility)	1,500
2	Command Officer Development Course (2 sergeants)	Professional development / overview of management practices	2,500
3	hostage negotiations	advanced crisis negotiations course	750
4	fla association of hostage negotiation annual conference	team member proficiency and updates	1,000
5	senior leadership training (Tallahassee)	advanced management	1,000
6	internal affairs training	improves proficiency and updates new legal issues regarding internal affairs cases	1,000
7	records training	records retention rules	500

Total Cost	\$ 6,750
-------------------	-----------------

**CITY OF APOPKA
OPERATING BUDGET JUSTIFICATION FORM
FISCAL YEAR 2015-16**

Fund	<u>General Fund - 001</u>
Department	<u>Police - Support Services 2230-521</u>
Line Item #	<u>4100</u>
Line Item Description	<u>Communications Services</u>

Item	Description	Justification	Estimated Cost
1	<i>CID cell / data services</i>	<i>GPS tracking services (trackers/ bait car/ remote cameras) communications services for undercover investigative equipment</i>	<i>10,000</i>
2	<i>paging services</i>	<i>paging</i> <i>move to Dispatch</i>	<i>1,000</i> <i>(1,000)</i>

Total Cost	\$ 10,000
-------------------	------------------

**CITY OF APOPKA
OPERATING BUDGET JUSTIFICATION FORM
FISCAL YEAR 2015-16**

Fund	<u>General Fund - 001</u>
Department	<u>Police - Support Services 2230-521</u>
Line Item #	<u>4400</u>
Line Item Description	<u>Rentals and Leases</u>

Item	Description	Justification	Estimated Cost
1	Equipment Rental	night vision goggles, vehicles, equipment	13,000

Total Cost	\$ 13,000
------------	-----------

**CITY OF AOPKA
OPERATING BUDGET JUSTIFICATION FORM
FISCAL YEAR 2015-16**

Fund	<u>General Fund - 001</u>
Department	<u>Police - Support Services 2230-521</u>
Line Item #	<u>4500</u>
Line Item Description	<u>Liability & Casualty Insurance</u>

Item	Description	Justification	Estimated Cost
1	Insurance	Insurance <i>Centralized support function HR</i>	28,110 <i>(28,110)</i>

Total Cost	\$	-
------------	----	---

**CITY OF AOPKA
OPERATING BUDGET JUSTIFICATION FORM
FISCAL YEAR 2015-16**

Fund	<u>General Fund - 001</u>
Department	<u>Police - Support Services 2230-521</u>
Line Item #	<u>4600</u>
Line Item Description	<u>Repair and Maintenance - Bldg. & Equip</u>

Item	Description	Justification	Estimated Cost
1	Gov QA	Code Enforcement Module <i>Centralized Support Function</i> video enhancement software annual maintenance	3,200 <i>(3,200)</i>
2	Ocean systems		1,900
3	Surveillance equipment	repair maintenance of surveillance equipment	1,500
4	Data works	booking photo software maintenance	1,500
5	Power DMS software	subscription/maintenance	1,500
6	IAPro	annual software maintenance Cellular download maintenance subscription	1,500
7	Cell Bright	services	1,500
8	ADORE	Field Training Program patrol subscription	2,000

Total Cost	\$ 11,400
-------------------	------------------

**CITY OF AOPKA
OPERATING BUDGET JUSTIFICATION FORM
FISCAL YEAR 2015-16**

Fund	<u>General Fund - 001</u>
Department	<u>Police - Support Services 2230-521</u>
Line Item #	<u>4650</u>
Line Item Description	<u>Vehicle Maintenance</u>

Item	Description	Justification	Estimated Cost
1	Support Vehicle Maintenance	preventative maintenance for vehicles <i>City Administrator's adjustment</i>	39,000 <i>(8,000)</i>

Total Cost	\$ 31,000
------------	-----------

**CITY OF AOPKA
OPERATING BUDGET JUSTIFICATION FORM
FISCAL YEAR 2015-16**

Fund	<u>General Fund - 001</u>
Department	<u>Police - Support Services 2230-521</u>
Line Item #	<u>4700</u>
Line Item Description	<u>Printing Services</u>

Item	Description	Justification	Estimated Cost
1	police forms	investigative forms - printing and publishing	2,000

Total Cost	\$ 2,000
------------	----------

**CITY OF AOPKA
OPERATING BUDGET JUSTIFICATION FORM
FISCAL YEAR 2015-16**

Fund	<u>General Fund - 001</u>
Department	<u>Police - Support Services 2230-521</u>
Line Item #	<u>4902</u>
Line Item Description	<u>Legal Advertising</u>

Item	Description	Justification	Estimated Cost
1	legal ads	legal ads for property disposal and legal notices	400

Total Cost	\$	400
------------	----	-----

**CITY OF APOPKA
OPERATING BUDGET JUSTIFICATION FORM
FISCAL YEAR 2015-16**

Fund	<u>General Fund - 001</u>
Department	<u>Police - Support Services 2230-521</u>
Line Item #	<u>4904</u>
Line Item Description	<u>Other- Clothing Allowance</u>

Item	Description	Justification	Estimated Cost
1	<i>Clothing allowance for plain clothes officers</i>	<i>plain clothes costs</i> <i>Costs included in Salaries and Wages</i>	6,500 <i>(6,500)</i>

Total Cost	\$	-
------------	----	---

**CITY OF APOPKA
OPERATING BUDGET JUSTIFICATION FORM
FISCAL YEAR 2015-16**

Fund	<u>General Fund - 001</u>
Department	<u>Police - Support Services 2230-521</u>
Line Item #	<u>5100</u>
Line Item Description	<u>Office Supplies</u>

Item	Description	Justification	Estimated Cost
1	Printer Toner Cartridges	printing supplies	4,500
2	Copy Paper	Printer / copy paper	3,500
3	binders / clips	desk items	1,000
		City Administrator's adjustment	(5,000)

Total Cost	\$ 4,000
------------	----------

**CITY OF APOPKA
OPERATING BUDGET JUSTIFICATION FORM
FISCAL YEAR 2015-16**

Fund	<u>General Fund - 001</u>
Department	<u>Police - Support Services 2230-521</u>
Line Item #	<u>5200</u>
Line Item Description	<u>Operating Supplies</u>

Item	Description	Justification	Estimated Cost
1	tag renewals	confidential tag renewals	1,250
2	duty gear	belts, leather, replacement gear	3,500
3	replacement body armor	ballistic materials	2,500
		gloves, batteries, narcotics test kits, cleaning supplies, canine training equipment, other	
4	Small items	disposable supplies, etc.	7,500
5	uniforms	misc. replacement uniforms	3,500
6	public education materials	community outreach and education	3,000
7	ammunition	lethal / less lethal items	2,500
8	crime scene products	supplies for criminal investigations	8,500
		targets / target backs/ gun cleaning and equipment cleaning supplies	2,500
9	range supplies		2,500
10	command vehicle supplies	supplies, replacement items	2,000
11	subpoena requirements / costs	costs associated with issuance of subpoenas	1,500
		smoke grenades - distraction device for concealment, rescue or signaling	1,500
12	ERT supplies		1,500
	traffic investigation / criminal	paint, chalk, replacement trackers, pawn	
13	investigation supplies	items, etc.	2,500
14		City Administrator's adjustment	(12,250)

Total Cost	\$ 30,000
-------------------	------------------

**CITY OF APOPKA
OPERATING BUDGET JUSTIFICATION FORM
FISCAL YEAR 2015-16**

Fund	<u>General Fund - 001</u>
Department	<u>Police - Support Services 2230-521</u>
Line Item #	<u>5250</u>
Line Item Description	<u>Fuel and Gasoline</u>

Item	Description	Justification	Estimated Cost
1	<i>fuel</i>	<i>fuel for support vehicles</i>	50,000
		<i>City Administrator's adjustment</i>	<i>(12,000)</i>

Total Cost	\$ 38,000
-------------------	------------------

**CITY OF AOPKA
OPERATING BUDGET JUSTIFICATION FORM
FISCAL YEAR 2015-16**

Fund	<u>General Fund - 001</u>
Department	<u>Police - Support Services 2230-521</u>
Line Item #	<u>5400</u>
Line Item Description	<u>Books, Publications & Subscriptions</u>

Item	Description	Justification	Estimated Cost
1	notary renewals	renew required notary services	750
2	association memberships	specialized units -	1,250
		City Administrator's adjustment	(500)

Total Cost	\$ 1,500
------------	----------

**CITY OF APOPKA
OPERATING BUDGET JUSTIFICATION FORM
FISCAL YEAR 2015-16**

Fund	<u>General Fund - 001</u>
Department	<u>Police - Support Services 2230-521</u>
Line Item #	<u>5450</u>
Line Item Description	<u>Police - Special Education</u>

Item	Description	Justification	Estimated Cost
1	second dollar education funding	state funded education <i>Moved to separate fund</i>	5,000 <i>(5,000)</i>

Total Cost	\$	-
------------	----	---

**CITY OF APOPKA
OPERATING BUDGET JUSTIFICATION FORM
FISCAL YEAR 2015-16**

Fund	<u>General Fund - 001</u>
Department	<u>Police - Support Services 2230-521</u>
Line Item #	<u>5500</u>
Line Item Description	<u>Training</u>

Item	Description	Justification	Estimated Cost
1	records / crossing guard / civilian training	required professional development for support services	1,500
2	specialized training for CID	special investigation proficiency	2,000
3	crime scene training	forensic science training requirements level II training / annual conference (add negotiators to team)	1,500
4	hostage negotiations training	training on records retention and release rules	1,500
5	CJIS training (records supervisor)	<i>Moved to separate fund</i>	500 <i>(7,000)</i>

Total Cost	\$	-
------------	----	---

**CITY OF AOPKA
OPERATING BUDGET JUSTIFICATION FORM
FISCAL YEAR 2015-16**

Fund General Fund - 001
Department Police - Support Services 2230-521
Line Item # 6400
Line Item Description Equipment & Machinery

Item	Description	Justification	Estimated Cost
	Police Vehicle Purchase (VAN)	Replace crime scene van vehicle 917 (106000 miles, 2003). Replacement cost includes police equipment.	33,000
	Police Vehicle Purchase (CID unmarked)	Replace vehicle 971 (110000 miles, 2004). Replacement cost includes police equipment.	30,000
	Police Vehicle Purchase (CID unmarked)	Replace vehicle 972 (95000 miles, 2004). Replacement cost includes police equipment.	30,000
	Police Vehicle Purchase (CID unmarked)	Replace vehicle 994 (102000 miles, 2005). Replacement cost includes police equipment.	30,000
	Police SRO Vehicle Purchase (mid SUV)	Replace SRO vehicle 850 (72000 miles, 2006). Replacement cost includes police equipment.	30,000
	Police SRO Vehicle Purchase (mid SUV)	Replace SRO vehicle 851 (85000 miles, 2006). Replacement cost includes police equipment.	30,000
	Canine body suit	Safety suit for canine bite training	2,000
	SRT communications sets	replace legacy, non-repairable com sets - 7 @\$1000	7,000
	Pin Arms Multi-Launcher - Less Lethal Gas Launcher	Replace gas launcher for crowd control Emergency Response Team Functions	2,500
	Police Vehicle Purchase (VAN)	Add van for explorer program. Cost includes police equipment.	25,000
	Cross cut shredder	replace records cross cut shredder	2,900
	Police Vehicle Purchase (CID unmarked)	Replace vehicle 1036 (106510 miles, 2005). Replacement cost includes police equipment.	30,000
		<i>Mayor's adjustment</i>	<i>(30,000)</i>
	SRT Tactical Robot	Provide forward area reconnaissance for critical incidents.	20,000
		<i>City Administrator's adjustment</i>	<i>(20,000)</i>
	3D LASER Scanner	Crime scene reconstruction tool. Recreates crime scenes in a computer environment to help in the investigation and prosecution of crimes.	85,000
		<i>City Administrator's adjustment</i>	<i>(85,000)</i>
	Hostage Negotiating Communications	Throw phone (console/phone/video) to control the communications with an offender or victim in a critical incident.	28,000
		<i>City Administrator's adjustment</i>	<i>(28,000)</i>
	Simunitions training system	Weapons training system to simulate a real shooting scenario.	25,000
		<i>City Administrator's adjustment</i>	<i>(25,000)</i>
	Four Seat ATV	vehicle for rangers at NW recreation center (facility security)	12,000
		<i>City Administrator's adjustment</i>	<i>(12,000)</i>

**CITY OF AOPKA
CROSSING GUARDS**

LINE ITEM DETAIL

	<u>2014</u> <u>ACTUAL</u>	<u>2015</u> <u>BUDGET</u>	<u>2015</u> <u>ESTIMATE</u>	<u>2016</u> <u>REQUESTED</u>
PERSONNEL COSTS:				
1300 OTHER SALARIES AND WAGES	66,895	82,000	77,830	86,050
1210 LONGEVITY PAY	-	-	-	-
2100 F.I.C.A.	5,117	6,250	5,954	6,583
2200 RETIREMENT CONTRIBUTION	1,100	1,100	1,099	3,700
2400 WORKERS COMPENSATION	-	-	-	-
Personnel Requested: Crossing Guards (2)				
TOTAL	73,112	89,350	84,883	96,333
SUPPLIES AND OTHER SERVICES:				
4500 LIABILITY & CASUALTY INSURANCE	1,125	1,125	1,125	-
5200 OPERATING SUPPLIES	428	1,500	1,500	2,250
TOTAL	1,553	2,625	2,625	2,250
TOTAL COST	74,665	91,975	87,508	98,583

**CITY OF APOPKA
CROSSING GUARDS**

STAFFING ANALYSIS

NUMBER OF FULL-TIME/PART-TIME PERSONNEL

<u>POSITION</u>	<u>2014</u>	<u>2015</u>	<u>2016</u>
SEASONAL CROSSING GUARDS *	13	13	15
TOTAL	13	13	15

** Two New Positions Requested*

CAPITAL OUTLAY

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

**CITY OF AOPKA
STAFFING REQUEST FORM
FISCAL YEAR 2015-16**

Fund General Fund - 001
Department Police - School Crossing Guards 2235-521
Division _____

Position Title	Justification	FT / PT	Proposed Cost
Crossing Guard (2)	Added intersection (451/441)	2 PT	14,778

FT = Regular Full Time
 PT = Regular Part Time
 PTT = Temporary

ATTACH JOB DESCRIPTION TO THIS FORM

Coord: _____

**CITY OF APOPKA
OPERATING BUDGET JUSTIFICATION FORM
FISCAL YEAR 2015-16**

Fund	<u>General Fund - 001</u>
Department	<u>Police - School Crossing Guards 2235-521</u>
Line Item #	<u>5200</u>
Line Item Description	<u>Operating Supplies</u>

Item	Description	Justification	Estimated Cost
1	uniforms	replace aged uniforms, new uniforms for new personnel	1,500
2	equipment	(new paddle signs, etc.)	750

Total Cost	\$ 2,250
-------------------	-----------------

**CITY OF AOPKA
DISPATCH**

LINE ITEM DETAIL

	<u>2014</u>	<u>2015</u>	<u>2015</u>	<u>2016</u>
	<u>ACTUAL</u>	<u>BUDGET</u>	<u>ESTIMATE</u>	<u>REQUESTED</u>
PERSONNEL COSTS:				480
1200 REGULAR SALARIES AND WAGES	1,017,782	1,189,800	872,470	1,052,531
1210 LONGEVITY PAY	4,607	4,350	4,350	4,278
1225 PROFICIENCY PAY	5,385	-	11,954	-
1400 OVERTIME	223,206	45,000	164,107	45,000
1500 SPECIAL PAY	-	3,000	3,000	3,000
2100 F.I.C.A.	92,158	95,370	78,101	84,325
2200 RETIREMENT CONTRIBUTION	207,985	205,220	147,569	186,384
2300 LIFE AND HEALTH INSURANCE	193,210	204,810	204,811	241,624
2400 WORKERS COMPENSATION	22,800	22,800	22,800	2,756
Personnel Requested: Lead Comm Tech - Promotion				
TOTAL	1,767,133	1,770,350	1,509,162	1,620,376
SUPPLIES AND OTHER SERVICES:				
3100 PROFESSIONAL SERVICES	-	1,535	750	1,500
3400 OTHER CONTRACTUAL SERVICES	-	3,000	1,000	3,000
4000 TRAVEL & PER DIEM	543	1,000	500	1,000
4100 COMMUNICATIONS	40,017	45,600	45,000	12,600
4200 FREIGHT & POSTAGE	4	-	25	-
4300 UTILITY SERVICES	20,129	25,000	25,000	25,000
4500 LIABILITY & CASUALTY INSURANCE	22,290	22,290	22,290	-
4600 REPAIR AND MAINTENANCE	496,406	627,500	350,000	722,800
5100 OFFICE SUPPLIES	5,170	7,000	4,000	3,000
5200 OPERATING SUPPLIES	11,952	10,500	6,000	5,000
5400 BOOKS, PUBS, SUBS & MEMBERSHIPS	115	1,500	1,000	1,750
5500 TRAINING	1,050	2,500	1,000	9,250
TOTAL	597,676	747,425	456,565	784,900
CAPITAL OUTLAY:				
6300 IMPROV OTHER THAN BUILDING	-	-	-	860,000
6400 EQUIPMENT	-	18,000	18,000	1,900
TOTAL	-	18,000	18,000	
TOTAL COST	2,364,809	2,535,775	1,983,727	2,405,276

**CITY OF AOPKA
DISPATCH**

STAFFING ANALYSIS

NUMBER OF FULL-TIME/PART-TIME PERSONNEL

<u>POSITION</u>	<u>2014</u>	<u>2015</u>	<u>2016</u>
DIRECTOR OF COMMUNICATIONS	1	1	1
COMMUNICATIONS SUPERVISOR	1	1	1
LEAD COMMUNICATIONS TECHNICIAN *	2	2	3
COMMUNICATIONS TECHNICIAN	23	23	22
TOTAL	27	27	27

* *New Position Requested*

CAPITAL OUTLAY

6300 - Infrastructure		
Security Features - Fence Harmon Road Prime Site		25,000
Radio System Upgrade		275,000
City Wide Data Refresh		560,000
		\$ 860,000
6400 - Equipment		
Commercial Shredder		1,900
		\$ 1,900
Total Capital Outlay		\$ 861,900

**CITY OF APOPKA
STAFFING REQUEST FORM
FISCAL YEAR 2015-16**

Fund General Fund - 001
Department Police - Dispatch 2250-519
Division _____

Position Title	Justification	FT / PT	Proposed Cost
Lead Communications Technician	General Position Title 114, replace existing com tech position with lead position (total of 4 leads)	Promotion	3,107

FT = Regular Full Time
 PT = Regular Part Time
 PTT = Temporary

ATTACH JOB DESCRIPTION TO THIS FORM

Coord: _____

**CITY OF AOPKA
OPERATING BUDGET JUSTIFICATION FORM
FISCAL YEAR 2015-16**

Fund	<u>General Fund - 001</u>
Department	<u>Police - Dispatch 2250-519</u>
Line Item #	<u>3100</u>
Line Item Description	<u>Professional Services</u>

Item	Description	Justification	Estimated Cost
1	<i>psychological</i>	<i>pre employment exams - psychological exams</i>	1,500

Total Cost	\$ 1,500
------------	----------

**CITY OF AOPKA
OPERATING BUDGET JUSTIFICATION FORM
FISCAL YEAR 2015-16**

Fund	<u>General Fund - 001</u>
Department	<u>Police - Dispatch 2250-519</u>
Line Item #	<u>3400</u>
Line Item Description	<u>Other Contractual Services</u>

Item	Description	Justification	Estimated Cost
1	consultation services	radio system / FCC consultation, legal issues	3,000

Total Cost	\$ 3,000
------------	----------

**CITY OF AOPKA
OPERATING BUDGET JUSTIFICATION FORM
FISCAL YEAR 2015-16**

Fund	<u>General Fund - 001</u>
Department	<u>Police - Dispatch 2250-519</u>
Line Item #	<u>4000</u>
Line Item Description	<u>Travel & Per Diem</u>

Item	Description	Justification	Estimated Cost
1	<i>mandatory professional development</i>	<i>ICJIS, FCC, FDLE training issues</i>	1,000

Total Cost	\$ 1,000
-------------------	-----------------

**CITY OF AOPKA
OPERATING BUDGET JUSTIFICATION FORM
FISCAL YEAR 2015-16**

Fund	<u>General Fund - 001</u>
Department	<u>Police - Dispatch 2250-519</u>
Line Item #	<u>4100</u>
Line Item Description	<u>Communications Services</u>

Item	Description	Justification	Estimated Cost
1	WIFI contract services	WIFI services around City <i>Centralized function in IT</i>	33,000 <i>(33,000)</i>
2	paging	employee paging services	1,500
3	direct tv	satellite tv services	1,800
4	satellite phone services	disaster command vehicle services	1,800
5	data services	command vehicle air cards	1,500
6	reverse 911	communications services	6,000

Total Cost	\$ 12,600
-------------------	------------------

**CITY OF APOPKA
OPERATING BUDGET JUSTIFICATION FORM
FISCAL YEAR 2015-16**

Fund	<u>General Fund - 001</u>
Department	<u>Police - Dispatch 2250-519</u>
Line Item #	<u>4300</u>
Line Item Description	<u>Utility Services</u>

Item	Description	Justification	Estimated Cost
1	Duke Energy	WiFi power services	25,000

Total Cost	\$ 25,000
------------	-----------

**CITY OF AOPKA
OPERATING BUDGET JUSTIFICATION FORM
FISCAL YEAR 2015-16**

Fund	<u>General Fund - 001</u>
Department	<u>Police - Dispatch 2250-519</u>
Line Item #	<u>4500</u>
Line Item Description	<u>Liability & Casualty Insurance</u>

Item	Description	Justification	Estimated Cost
1	Insurance	liability centralized support function - HR	22,290 (22,290)

Total Cost	\$	-
------------	----	---

**CITY OF APOPKA
OPERATING BUDGET JUSTIFICATION FORM
FISCAL YEAR 2015-16**

Fund	<u>General Fund - 001</u>
Department	<u>Police - Dispatch 2250-519</u>
Line Item #	<u>4600</u>
Line Item Description	<u>Repair and Maintenance - Bldg. & Equip</u>

Item	Description	Justification	Estimated Cost
1	CAD Maintenance (CAFE)	Annual software support thru Seminole Co. <i>Moved to IT</i>	45,000 <i>(45,000)</i>
2	Motorola maintenance	annual hardware and software maintenance. (Motorola radio maintenance contract @ 265,000 maintenance)	265,000
3	Motorola maintenance tower maintenance	data system maintenance paint / climbs	441,000 15,000
4	software licenses	command vehicle <i>Moved to IT</i>	2,500 <i>(2,500)</i>
5	technology	misc. repairs / maintenance of computer hardware <i>Moved to IT</i>	5,000 <i>(5,000)</i>
6	Communication Field Training Software	Training documentation software annual support	1,800
7	Global RMS/CAD	for police call look-up and maintenance of database <i>Moved to IT</i>	12,600 <i>(12,600)</i>
8	Global CAD	software annual maintenance <i>Moved to IT</i>	-

Total Cost	\$ 722,800
------------	------------

**CITY OF APOPKA
OPERATING BUDGET JUSTIFICATION FORM
FISCAL YEAR 2015-16**

Fund	<u>General Fund - 001</u>
Department	<u>Police - Dispatch 2250-519</u>
Line Item #	<u>5100</u>
Line Item Description	<u>Office Supplies</u>

Item	Description	Justification	Estimated Cost
1	desk / office items	pens/pencils/highlighters/folders, etc.	1,000
2	copy paper	copy paper	3,500
3	printer/copier supplies	toner/cartridges	2,500
		City Administrator's Adjustment	(4,000)

Total Cost	\$ 3,000
------------	----------

**CITY OF AOPKA
OPERATING BUDGET JUSTIFICATION FORM
FISCAL YEAR 2015-16**

Fund	<u>General Fund - 001</u>
Department	<u>Police - Dispatch 2250-519</u>
Line Item #	<u>5200</u>
Line Item Description	<u>Operating Supplies</u>

Item	Description	Justification	Estimated Cost
1	uniforms	shirts / jackets	3,500
2	replacement technology	printers, etc.	6,000
3	cleaning supplies	sanitizer, other agents	1,000
		<i>City Administrator's Adjustment</i>	<i>(5,500)</i>

Total Cost	\$ 5,000
-------------------	-----------------

**CITY OF AOPKA
OPERATING BUDGET JUSTIFICATION FORM
FISCAL YEAR 2015-16**

Fund	<u>General Fund - 001</u>
Department	<u>Police - Dispatch 2250-519</u>
Line Item #	<u>5400</u>
Line Item Description	<u>Books, Publications & Subscriptions</u>

Item	Description	Justification	Estimated Cost
1	APCO membership	professional affiliation	250
2	communications literature	professional education materials	750
3	employment exams	pre and post employment exams / materials	750
4	accreditation dues	fees	1,500
		City Administrator's Adjustment	(1,500)

Total Cost	\$ 1,750
-------------------	-----------------

**CITY OF AOPKA
OPERATING BUDGET JUSTIFICATION FORM
FISCAL YEAR 2015-16**

Fund	<i>General Fund - 001</i>
Department	<i>Police - Dispatch 2250-519</i>
Line Item #	<i>5500</i>
Line Item Description	<i>Training</i>

Item	Description	Justification	Estimated Cost
1	<i>Mandatory state training</i>	<i>Emergency medical dispatch certification and training (20 employees)</i>	<i>4,000</i>
2	<i>EMD certification</i>		<i>4,500</i>
3	<i>MTUG / FDLE conference</i>		<i>750</i>

Total Cost	\$ 9,250
-------------------	-----------------

**CITY OF APOPKA
OPERATING BUDGET JUSTIFICATION FORM
FISCAL YEAR 2015-16**

Fund	<u>General Fund - 001</u>
Department	<u>Police - Dispatch 2250-519</u>
Line Item #	<u>6300</u>
Line Item Description	<u>Infrastructure</u>

Item	Description	Justification	Estimated Cost
1	Security Features	Fence Harmon Road Prime Site	25,000
2	Radio System upgrade	system user agreement to upgrade radio system to current version, upgrade servers, switches, routers - 10 year contract @ 275000 annually. This equates to system replacement/refresh biennially.	275,000
3	city wide data refresh	This is to upgrade the backhaul and central data system. This system transports data for the city's wireless water meter reading system, provides data and telephone connectivity for all non-centralized buildings (fire stations, recreation facilities, public services facilities, etc.), and provides data support for the city police investigative network. This figure includes the replacement cost of 10% of the public Wi-Fi access points. The public access points are legacy, no longer supported, and greater than 7 year's old.	560,000

Total Cost	\$ 860,000
------------	------------

**CITY OF AOPKA
OPERATING BUDGET JUSTIFICATION FORM
FISCAL YEAR 2015-16**

Fund	<u>General Fund - 001</u>
Department	<u>Police - Dispatch 2250-519</u>
Line Item #	<u>6400</u>
Line Item Description	<u>Equipment & Machinery</u>

Item	Description	Justification	Estimated Cost
1	911 advisor software	provides an application to guide call takers and dispatchers through emergency calls for assistance by using a structured format.	31,000
2	commercial shredder	<i>Centralized support function - IT</i> replace 3 year old shredder	(31,000) 1,900

Total Cost	\$ 1,900
-------------------	-----------------

**CITY OF AOPKA
FACILITIES MAINTENANCE**

LINE ITEM DETAIL

	<u>2014</u>	<u>2015</u>	<u>2015</u>	<u>2016</u>
	<u>ACTUAL</u>	<u>BUDGET</u>	<u>ESTIMATE</u>	<u>REQUESTED</u>
PERSONNEL COSTS:				
1200 REGULAR SALARIES AND WAGES	90,819	75,000	74,736	65,220
1210 LONGEVITY PAY	525	520	520	310
1400 OVERTIME	-	-	-	1,200
2100 F.I.C.A.	6,961	8,450	5,666	5,013
2200 RETIREMENT CONTRIBUTION	13,269	17,580	15,103	10,747
2300 LIFE AND HEALTH INSURANCE	13,260	14,100	14,100	29,774
2400 WORKERS COMPENSATION	2,000	2,000	1,999	3,322
2500 UNEMPLOYMENT COMPENSATION	-	-	-	-
	-	-	-	-
TOTAL	126,834	117,650	112,125	115,587
SUPPLIES AND OTHER SERVICES:				
3100 PROFESSIONAL SERVICES	-	-	-	-
3400 OTHER CONTRACTUAL SERVICES	35,602	40,000	40,000	40,680
4000 TRAVEL & PER DIEM	-	1,300	1,300	-
4100 COMMUNICATIONS	1,171	-	-	840
4200 FREIGHT & POSTAGE	-	-	-	-
4300 UTILITY SERVICES	171,672	160,000	160,000	177,000
4500 LIABILITY & CASUALTY INSURANCE	11,490	11,490	11,490	-
4600 REPAIR AND MAINTENANCE	159,861	158,500	158,500	215,962
4650 VEHICLE MAINTENANCE	991	1,000	1,000	1,000
4900 OTHER CHARGES	7,199	10,000	10,000	10,375
5100 OFFICE SUPPLIES	-	-	-	-
5200 OPERATING SUPPLIES	5,733	15,000	15,000	18,000
5250 FUEL & GASOLINE	1,263	1,500	1,500	950
5500 TRAINING	-	-	-	-
	-	-	-	-
TOTAL	394,982	398,790	398,790	464,807
CAPITAL OUTLAY:				
6100 LAND	66,643	-	-	-
6400 EQUIPMENT	4,250	-	-	89,500
6800 INTANGIBLES	-	-	-	-
TOTAL	70,893	-	-	35,000 *
TOTAL COST	592,709	516,440	510,915	615,394

* Includes only equipment to be financed

**CITY OF APOPKA
FACILITIES MAINTENANCE**

STAFFING ANALYSIS

NUMBER OF FULL-TIME/PART-TIME PERSONNEL

<u>POSITION</u>	<u>2014</u>	<u>2015</u>	<u>2016</u>
SENIOR PROJECT COORDINATOR	1	1	1
FACILITIES MAINTENANCE WORKER I	1	1	1
TOTAL	2	2	2

CAPITAL OUTLAY

6200 - Building	\$ -
6400 - Equipment	
Replacement Vehicle - F 150 CNG	\$ 35,000
	\$ 35,000
Total Capital Outlay	\$ 35,000

**CITY OF AOPKA
OT JUSTIFICATION FORM
FISCAL YEAR 2015-16**

Fund	<u>General Fund - 001</u>
Department	<u>Facilities Maintenance - 1022-519</u>
Line Item #	<u>1400</u>
Line Item Description	<u>Overtime</u>

Item	Description	Justification	Estimated Cost
	Overtime	Occasional City Special Events and Emergency Repairs that may occur after regular business hours	1,200

Total Cost	\$ 1,200
------------	----------

**CITY OF APOPKA
OPERATING BUDGET JUSTIFICATION FORM
FISCAL YEAR 2015-16**

Fund	<u>General Fund - 001</u>
Department	<u>Facilities Maintenance - 1022-519</u>
Line Item #	<u>3100</u>
Line Item Description	<u>Professional Services</u>

Item	Description	Justification	Estimated Cost
	<i>Background Check</i>	<i>Background check-new employee Centralized support function - POLICE</i>	<i>50 (50)</i>

Total Cost	\$	-
------------	----	---

**CITY OF AOPKA
OPERATING BUDGET JUSTIFICATION FORM
FISCAL YEAR 2015-16**

Fund	<u>General Fund - 001</u>
Department	<u>Facilities Maintenance - 1022-519</u>
Line Item #	<u>3400</u>
Line Item Description	<u>Other Contractual Services</u>

Item	Description	Justification	Estimated Cost
	<i>Jani King Custodial Services</i>	<i>Contractual Services for the cleaning of City Facilities</i>	
	<i>City Hall 5 x wkly</i>	<i>Monthly Charge 1173 x 12</i>	<i>14,076</i>
	<i>Fire Admin 3x wkly</i>	<i>Monthly Charge 523 x 12</i>	<i>6,276</i>
	<i>UB Annex 2x wkly</i>	<i>Monthly Charge 234 x 12</i>	<i>2,808</i>
	<i>City Clinic 3x wkly</i>	<i>Monthly Charge 186 x 12</i>	<i>2,232</i>
	<i>Police Dept 3 x wkly</i>	<i>Monthly Charge 834 x 12</i>	<i>10,116</i>
	<i>City Gym 1 x wkly</i>	<i>Monthly Charge 95 x 12</i>	<i>1,140</i>
	<i>Airport</i>	<i>Monthly Charge 186 x 12</i>	<i>2,232</i>
	<i>Museum</i>	<i>One time per month</i>	<i>1,800</i>

Total Cost	\$ 40,680
-------------------	------------------

**CITY OF APOPKA
OPERATING BUDGET JUSTIFICATION FORM
FISCAL YEAR 2015-16**

Fund	<u>General Fund - 001</u>
Department	<u>Facilities Maintenance - 1022-519</u>
Line Item #	<u>4100</u>
Line Item Description	<u>Communications Services</u>

Item	Description	Justification	Estimated Cost
	<i>Century Link</i>	<i>Airport Pay phone charges \$35/mo. move to Airport Fund</i>	<i>420 (420)</i>
		<i>Highland Manor telephone charges \$70/mo.</i>	<i>840</i>
	<i>Internet</i>	<i>Access Fee to be able to hook up to gas pumps at Airport-Dial up modem move to Airport Fund</i>	<i>100 (100)</i>

Total Cost	\$	840
-------------------	-----------	------------

**CITY OF APOPKA
OPERATING BUDGET JUSTIFICATION FORM
FISCAL YEAR 2015-16**

Fund	<u>General Fund - 001</u>
Department	<u>Facilities Maintenance - 1022-519</u>
Line Item #	<u>4300</u>
Line Item Description	<u>Utility Services</u>

Item	Description	Justification	Estimated Cost
	<i>Utility Services</i>	<i>Electric, Water and Gas Services</i> <i>Highland Manor, Cobb Bldg, Airport Hanger, VFW, Museum, Christmas lights at Museum, 409 S Park Av. Mc Bride Bldg. Airport Fuel Pump. 604 E Main St. Connelly Property. 955 W Marshall Lake Dr Pump 2 2880 Lust Rd. 21 S. Park Av. Annex 955 W Marshall Lake Dr Pump Cabin UCF Business Incubator</i>	<i>177,000</i>

Total Cost	\$ 177,000
-------------------	-------------------

**CITY OF APOPKA
OPERATING BUDGET JUSTIFICATION FORM
FISCAL YEAR 2015-16**

Fund	<u>General Fund - 001</u>
Department	<u>Facilities Maintenance - 1022-519</u>
Line Item #	<u>4500</u>
Line Item Description	<u>Liability & Casualty Insurance</u>

Item	Description	Justification	Estimated Cost
	<i>Liability & Casualty Insurance</i>	<i>Monthly Insurance Expenses (1,000)</i>	-

Total Cost	\$	-
------------	----	---

**CITY OF AOPKA
OPERATING BUDGET JUSTIFICATION FORM
FISCAL YEAR 2015-16**

Fund	<u>General Fund - 001</u>
Department	<u>Facilities Maintenance - 1022-519</u>
Line Item #	<u>4600</u>
Line Item Description	<u>Repair and Maintenance - Bldg & Equip</u>

Item	Description	Justification	Estimated Cost
	Thyssen Krupp Elevator	Quarterly Inspection of Elevator at CH (\$470)	1,880
	A-Line Fire and Safety	Semi- Annual Hood Inspection Highland Manor, VFW (\$385)	770
	Florida Safety Systems	Quarterly Monitoring of Alarm Systems, Fire Sprinklers and Fire Back Flows- Highland Manor, UCF, VFW, Lust Rd(\$877.20)	3,509
	All Cabling Security and Fire	Yearly Fire Sprinkler Maintenance	2,000
	Cascade Water Services	Quarterly Monitoring - Water for A/C at CH(\$126.01)	504
	Mercer Pest(Pest)	Monthly Pest Control Services - (\$35) City Bldgs(\$706)	8,472
	Mercer Pest(Termite)	Quarterly Termite Monitoring CH, FS1, Fire Admin, Gym, Museum, FCC, PS (\$575)	2,300
	Mercer Pest(Rodent)	Monthly Rodent Baiting PD, FS4, PS Admin, NW Maint Barn, Highland Manor, Fleet, Utility Warehouse, WWTP, WP @ Grossenbacher, UCF(\$405)	4,860
	Mercer (Ground Termite Renewal Extended Service Contract)	Annual Service Amphitheater (\$260) Clinic(\$260) Gilliam Training Center (\$225)	745
	Massey(Drywood Termite Renewal Extended Service Contract)	Annual Service Highland Manor/Wedding Planning Bldg.	1,602
	Louis Cobb Pest(Drywood Termite Renewal Extended Warranty Contract)	Annual Service -Museum	300
	Ferran Services	Quarterly -A/C Maintenance CH, Racquetball(\$650)	2,600
	Ferran Services	Bi-Annual -CH Boiler Maintenance (\$250)	500
	Power Pro Source	Annual -Major Maintenance of Generators	2,100
	Power Pro Source	Quarterly -Minor Maintenance of Generators(\$980)	3,920
	Tyco	Repairs to Keyless Entries at CH, FD, PD and Annex	2,000
	State of Florida	Annual Inspection CH Boiler	200
	State of Florida	Annual Inspection CH Elevator	200
	Museum	Prep Stain and Reseal Exterior Wood	20,000

**CITY OF AOPKA
OPERATING BUDGET JUSTIFICATION FORM
FISCAL YEAR 2015-16**

Fund	<u>General Fund - 001</u>
Department	<u>Facilities Maintenance - 1022-519</u>
Line Item #	<u>4600</u>
Line Item Description	<u>Repair and Maintenance - Bldg & Equip</u>

Item	Description	Justification	Estimated Cost
	Highland Manor Wood Repair	Wood siding repair/replacement of decayed wood around building	100,000
	Plumbing	Plumbing repairs, new faucets, leaks, clogged toilets and sinks	5,000
	Electrical	Electrical repairs and maintenance to City properties	2,500
	Electrical	Lightning damage to City properties	4,000
	Roof Repairs	Misc. roof repairs and maintenance to City properties	5,000
	Florida State Fire Equipment-Fire Extinguisher	Yearly Inspection of Fire Extinguishers CH, Gym, Museum, Clinic, VFW, UB, PD Towers	2,500
	Florida State Fire Equipment-Fire Extinguisher	Replacement of outdated extinguishers	400
	Clinic Floors	Bi-Annual Strip and reseal floors	600
	Water Softener Replacement	Replacement of Water Softener-Highland Manor due to old age	4,500
	Hot Water Heater Replacement	(2) Replacement Hot Water Heaters Highland Manor (\$8,000 ea)	16,000
	Misc. Repairs	City Administrator's Adjustment(repair 1)	(8,000)
		Replacement ceiling tiles, repairs to locks, fencing, doors, gates, verticals/blinds, FS bay doors, ice machines, broken windows, graffiti removal from vandalism to properties	40,000
		City Administrator's Adjustment	(15,000)

Total Cost	\$ 215,962
-------------------	-------------------

**CITY OF AOPKA
OPERATING BUDGET JUSTIFICATION FORM
FISCAL YEAR 2015-16**

Fund	<u>General Fund - 001</u>
Department	<u>Facilities Maintenance - 1022-519</u>
Line Item #	<u>4650</u>
Line Item Description	<u>Vehicle Maintenance</u>

Item	Description	Justification	Estimated Cost
	<i>Vehicles Repairs</i>	<i>Repair and Maintenance to Fac Maint vehicles</i>	<i>1,000</i>

Total Cost	\$ 1,000
-------------------	-----------------

**CITY OF AOPKA
OPERATING BUDGET JUSTIFICATION FORM
FISCAL YEAR 2015-16**

Fund	<u>General Fund - 001</u>
Department	<u>Facilities Maintenance - 1022-519</u>
Line Item #	<u>4900</u>
Line Item Description	<u>Other Charges</u>

Item	Description	Justification	Estimated Cost
	<i>Airport Assoc Dues</i>	<i>Quarterly Dues (\$620)</i>	<i>2,480</i>
		<i>Move to Airport Fund</i>	<i>(2,480)</i>
	<i>Tax Collector</i>	<i>Property Taxes for Leased properties</i>	<i>6,575</i>
	<i>AT&T</i>	<i>Cell phone tower</i>	<i>800</i>
	<i>Sprint</i>	<i>(2) Cell phone tower</i>	<i>3,000</i>

Total Cost	\$ 10,375
-------------------	------------------

**CITY OF AOPKA
OPERATING BUDGET JUSTIFICATION FORM
FISCAL YEAR 2015-16**

Fund	<u>General Fund - 001</u>
Department	<u>Facilities Maintenance - 1022-519</u>
Line Item #	<u>5200</u>
Line Item Description	<u>Operating Supplies</u>

Item	Description	Justification	Estimated Cost
	Mulch	Mulch for CH, Highland Manor, Annex, UCF Incubator	3,000
	Custodial supplies and paper products	Cleaning and paper products for CH, Annex Clinic, FS1, Fire Admin, PD, Museum, Airport, Gym	20,000
	Lighting supplies	Replacement light bulbs for City properties	2,000
	Plants	Replacement plants CH, Annex, UCF Incubator Highland Manor	1,000
	HVAC filters	Replacement A/C filters	750
	Insecticide, fungicide, herbicide	Supplies to maintain grass and shrubs	1,000
	Irrigation Supplies	Supplies for repair and maintenance of irrigation	1,000
	Fertilizer	Chemicals for maintaining sod	500
	Sod	Replacement sod for City properties	1,000
	Paint and paint supplies	Repainting facilities as needed	1,000
	Tools, ladders	Replacement tools for maintenance/building repairs	1,200
	Flags	Replacement flags for City bldgs	400
	Uniforms	Uniforms and Safety shoes	200
	Signs	Adopt A Road program(3) @\$200	600
		City Administrator's Adjustment	(15,650)

Total Cost	\$ 18,000
-------------------	------------------

**CITY OF AOPKA
OPERATING BUDGET JUSTIFICATION FORM
FISCAL YEAR 2015-16**

Fund	<u>General Fund - 001</u>
Department	<u>Facilities Maintenance - 1022-519</u>
Line Item #	<u>5250</u>
Line Item Description	<u>Fuel and Gasoline</u>

Item	Description	Justification	Estimated Cost
	<i>Fuel and Gasoline</i>	<i>Fuel Charges for Facility Maintenance vehicle 600 gals @ \$3.25</i>	<i>1,950</i>
		<i>City Administrator's Adjustment</i>	<i>(1,000)</i>

Total Cost	\$	950
-------------------	-----------	------------

**CITY OF AOPKA
OPERATING BUDGET JUSTIFICATION FORM
FISCAL YEAR 2015-16**

Fund	<u>General Fund - 001</u>
Department	<u>Facilities Maintenance - 1022-519</u>
Line Item #	<u>5500</u>
Line Item Description	<u>Training</u>

Item	Description	Justification	Estimated Cost
	<i>Facility Maintenance Course</i>	<i>Course to track and schedule maintenance</i>	600
	<i>Chiller Training Course</i>	<i>Course to diagnose and maintain Chiller at City Hall</i>	500
		<i>City Administrator's Adjustment</i>	<i>(1,100)</i>

Total Cost	\$	-
-------------------	-----------	----------

**CITY OF AOPKA
OPERATING BUDGET JUSTIFICATION FORM
FISCAL YEAR 2015-16**

Fund	<u>General Fund - 001</u>
Department	<u>Facilities Maintenance - 1022-519</u>
Line Item #	<u>6400</u>
Line Item Description	<u>Equipment & Machinery</u>

Item	Description	Justification	Estimated Cost
	CNG F-150	Vehicle for Fac Maintenance	35,000
	A/C Replacement	8 replacement units due to old age 15-20 yrs. (2)Museum, (2)FCC, (2) FS1. FS3, FS4 5 Ton 16 Seer Heat Pump with 10kw heater 5 year warranty parts, 2 year labor (\$6784 per unit) <i>City Administrator's Adjustment (replace 4)</i>	55,000 <i>(27,500)</i>
	Roof Replacement	UCF Incubator-Due to old age	27,000
	Roof Replacement	UB Annex-Due to old age <i>City Administrator's Adjustment</i>	60,000 <i>(60,000)</i>
	Roof Replacement	City Hall-Due to old age <i>City Administrator's Adjustment</i>	100,000 <i>(100,000)</i>

Total Cost	\$ 89,500
------------	-----------

**CITY OF AOPKA
FLEET MAINTENANCE**

LINE ITEM DETAIL

	<u>2014</u>	<u>2015</u>	<u>2015</u>	<u>2016</u>
	<u>ACTUAL</u>	<u>BUDGET</u>	<u>ESTIMATE</u>	<u>REQUESTED</u>
PERSONNEL COSTS:				
1200 REGULAR SALARIES AND WAGES	586,037	619,950	587,280	631,469
1210 LONGEVITY PAY	3,519	3,770	3,755	3,985
1400 OVERTIME	20,254	25,700	25,000	25,688
1600 OTHER REIMBURSED ALLOWANCES	-	-	-	480
2100 F.I.C.A.	43,684	49,940	45,649	50,614
2200 RETIREMENT CONTRIBUTION	100,267	103,930	87,222	108,506
2300 LIFE AND HEALTH INSURANCE	79,350	84,150	84,151	110,969
2400 WORKERS COMPENSATION	8,700	8,700	8,700	24,017
2500 UNEMPLOYMENT COMPENSATION	2,791	-	-	-
Personnel Requested: Equipment Mechanic				-
TOTAL	844,602	896,140	841,757	955,727
SUPPLIES AND OTHER SERVICES:				
3100 PROFESSIONAL SERVICES	16,962	-	-	-
3400 OTHER CONTRACTUAL SERVICES	1,592	-	350	-
4000 TRAVEL & PER DIEM	1,124	2,500	250	2,500
4100 COMMUNICATIONS	1,113	1,780	1,500	650
4200 FREIGHT & POSTAGE	35	100	-	500
4300 UTILITY SERVICES	7,484	8,025	8,000	8,025
4400 RENTAL & LEASES	1,036	1,100	1,100	-
4500 LIABILITY & CASUALTY INSURANCE	12,600	12,600	12,600	-
4600 REPAIR AND MAINTENANCE	29,128	39,100	39,100	35,500
4650 VEHICLE MAINTENANCE	3,027	3,500	1,200	3,500
4902 LEGAL ADVERTISING	-	500	-	-
5100 OFFICE SUPPLIES	881	1,050	1,000	1,350
5200 OPERATING SUPPLIES	30,675	26,800	26,800	30,357
5250 FUEL & GASOLINE	5,419	4,320	4,000	3,963
5251 AVIATION FUEL	569,387	-	-	-
5400 BOOKS, PUBS, SUBS & MEMBERSHIPS	175	1,400	1,000	1,100
5500 TRAINING	2,008	3,400	3,400	3,695
TOTAL	682,646	106,175	100,300	91,140
CAPITAL OUTLAY:				
6300 IMPROV. OTHER THAN BUILDINGS	1,047,685	-	6,413	-
6400 EQUIPMENT	8,441	-	5,641	13,250
6800 INTANGIBLES	1,079	-	-	-
TOTAL	1,057,205	-	12,054	
TOTAL COST	2,584,453	1,002,315	954,111	1,046,867

**CITY OF APOPKA
FLEET MAINTENANCE**

STAFFING ANALYSIS

NUMBER OF FULL-TIME/PART-TIME PERSONNEL

<u>POSITION</u>	<u>2014</u>	<u>2015</u>	<u>2016</u>
FLEET SUPERINTENDENT	1	1	1
PURCHASING AND SUPPLY SPECIALIST	1	1	1
FLEET FOREMAN	1	1	1
EQUIPMENT MECHANIC	8	8	8
TOTAL	11	11	11

CAPITAL OUTLAY

6200 - Building	\$ -
6400 - Equipment	
Replacement Vehicle Lift	\$ 10,750
Replacement Lubrication Equipment	2,500
	<u>\$ 13,250</u>
Total Capital Outlay	\$ 13,250

**CITY OF APOPKA
OPERATING BUDGET JUSTIFICATION FORM
FISCAL YEAR 2015-16**

Fund	<u>General Fund - 001</u>
Department	<u>Public Services - Fleet Mgmt. 3310-519</u>
Line Item #	<u>3100</u>
Line Item Description	<u>Professional Services</u>

Item	Description	Justification	Estimated Cost
1	<i>Back Ground Checks</i>	<i>Possible 2 retirements this year centralized support function-Police Dept</i>	100 <i>(100)</i>

Total Cost	\$	-
------------	----	---

**CITY OF AOPKA
OPERATING BUDGET JUSTIFICATION FORM
FISCAL YEAR 2015-16**

Fund	<u>General Fund - 001</u>
Department	<u>Public Services - Fleet Mgmt. 3310-519</u>
Line Item #	<u>4000</u>
Line Item Description	<u>Travel & Per Diem</u>

Item	Description	Justification	Estimated Cost
1	<i>C.N.G. Training (Mid-Level Course) Factory School is located in Janesville Wisconsin</i>	<i>This covers the C.N.G fuel island which allows us the ability to perform this work in house! Air-Fare/Room/Meals/Car Rental</i>	2,000
2	<i>C.N.G Engine systems (Diesel & Gas) Classes are held in Clearwater- Florida</i>	<i>Allows us to perform these repairs in-house. This covers the diagnostic & repairs & programming of C.N.G. systems that are installed on our Gas & Diesel Engines! Room/Meals</i>	500

Total Cost	\$ 2,500
-------------------	-----------------

**CITY OF AOPKA
OPERATING BUDGET JUSTIFICATION FORM
FISCAL YEAR 2015-16**

Fund	<u>General Fund - 001</u>
Department	<u>Public Services - Fleet Mgmt. 3310-519</u>
Line Item #	<u>4100</u>
Line Item Description	<u>Communications Services</u>

Item	Description	Justification	Estimated Cost
1	Shop (Cell-Phone)	Techs On-Call, This is for the techs when they are on call	650
2	Internet Service for Lap-Tops (2 x \$425.00)	This is for the monthly fee of our 2-air cards for our laptops used to diagnose engine issues	850
3	Long Distance	Added Fee for Long Distance	500
		<i>Moved to IT</i>	<i>(1,350)</i>
4	Fleet Superintendent Cell Phone	Available 24 X 7	480
		<i>Moved to Salaries and Benefits</i>	<i>(480)</i>

Total Cost	\$	650
-------------------	----	------------

**CITY OF AOPKA
OPERATING BUDGET JUSTIFICATION FORM
FISCAL YEAR 2015-16**

Fund	<u>General Fund - 001</u>
Department	<u>Public Services - Fleet Mgmt. 3310-519</u>
Line Item #	<u>4200</u>
Line Item Description	<u>Freight & Postage</u>

Item	Description	Justification	Estimated Cost
1	Freight & Postage	Should the need arise to return parts and/or send mail the old fashion way. Would also cover any haz-mat fees.	500

Total Cost	\$	500
------------	----	-----

**CITY OF AOPKA
OPERATING BUDGET JUSTIFICATION FORM
FISCAL YEAR 2015-16**

Fund	<u>General Fund - 001</u>
Department	<u>Public Services - Fleet Mgmt. 3310-519</u>
Line Item #	<u>4600</u>
Line Item Description	<u>Repair and Maintenance - Bldg. & Equip</u>

Item	Description	Justification	Estimated Cost
1	License fee for yearly inspection of airport and main fuel island storage tanks	State Required	1,000
		<i>Moved to Airport</i>	<i>(1,000)</i>
2	C.N.G. Pumping Station at Main Fuel Island, to include compressors/dryer/dispensers/key-pads.	Needed funds to cover scheduled maintenance as well as needed repairs. Warranty expires start of this budget cycle.	5,000
3	Fuel Island at the Air-Port	Needed funds to cover scheduled maintenance as well as needed repairs. This is a public use facility!	5,000
		<i>Moved to Airport</i>	<i>(5,000)</i>
4	Lifts/Hoists in both shops	Required Safety Inspections By OSHA section 5A1 & ANSI 4-Lifts @ 250,00 per inspection,	1,000
5	Automatic Gate Controller Assemblies at Main Fuel Island X-2	Increase cost to maintain, units at end of useful service life. This is parts/labor to replace both controllers (we have to gates)	5,500
6	Main Fuel Island (Diesel & Unleaded)	Needed funds to cover scheduled maintenance as well as needed repairs.	4,500
7	Roll-up Entrance Bay Doors	On going replacement due to age/condition. Funds allows for up to two doors (parts & labor) to be replaced	3,500
8	Wire second building into main feed panel for back-up generator,	This would allow one (large) generator to power both buildings from a single source.	2,500
9	Prep & Painting of Fuel Tanks @ Main Fuel Island (Diesel & Unleaded)	Tanks starting to show signs of rusting and wear,	11,000
10	Repairs/Replacement of unforeseen building items. (Both Buildings)	Needed funds to cover any maintenance as well as needed repairs. A/C unit for office over 10 years old, ballast/lights/ electrical repairs.	2,500

Total Cost	\$ 35,500
-------------------	------------------

**CITY OF AOPKA
OPERATING BUDGET JUSTIFICATION FORM
FISCAL YEAR 2015-16**

Fund	<u>General Fund - 001</u>
Department	<u>Public Services - Fleet Mgmt. 3310-519</u>
Line Item #	<u>4650</u>
Line Item Description	<u>Vehicle Maintenance</u>

Item	Description	Justification	Estimated Cost
1	<i>Fleet has four vehicles average age is 15.5 years old.</i>	<i>Scheduled Maintenance as well as any unforeseen repairs.</i>	3,500

Total Cost	\$ 3,500
-------------------	-----------------

**CITY OF APOPKA
OPERATING BUDGET JUSTIFICATION FORM
FISCAL YEAR 2015-16**

Fund	<u>General Fund - 001</u>
Department	<u>Public Services - Fleet Mgmt. 3310-519</u>
Line Item #	<u>4902</u>
Line Item Description	<u>Legal Advertising</u>

Item	Description	Justification	Estimated Cost
1	Classified ad for mechanic	Two mechanics looking at retiring? <i>centralized support function - HR</i>	500 <i>(500)</i>

Total Cost	\$	-
------------	----	---

**CITY OF APOPKA
OPERATING BUDGET JUSTIFICATION FORM
FISCAL YEAR 2015-16**

Fund	<u>General Fund - 001</u>
Department	<u>Public Services - Fleet Mgmt. 3310-519</u>
Line Item #	<u>5100</u>
Line Item Description	<u>Office Supplies</u>

Item	Description	Justification	Estimated Cost
1	<i>Printer ink/paper/ office supplies/Etc.</i>	<i>Items used daily to keep the paper work moving.</i>	1,350

Total Cost	\$ 1,350
-------------------	-----------------

**CITY OF AOPKA
OPERATING BUDGET JUSTIFICATION FORM
FISCAL YEAR 2015-16**

Fund	<u>General Fund - 001</u>
Department	<u>Public Services - Fleet Mgmt. 3310-519</u>
Line Item #	<u>5200</u>
Line Item Description	<u>Operating Supplies</u>

Item	Description	Justification	Estimated Cost
1	Safety Shoes X 12 @ \$85.00	Required (City Policy)	1,020
2	Misc. shop disposals	Cost of operations Toilet Paper, Hand Cleaner, 1st aid supplies, Floor cleaner, Paper towels, Shop rags (disposal), Degreaser, Safety Glasses, Gloves, etc.	1,500
3	Shop Supplies Expendables (Hardware)	Cost of operations Nuts/Bolts/Washers. Specialty Items, (Ex. inserts/push pins/etc.) Various raw materials-(Ex. metals/tubing) Brass Fittings, Fender covers, etc... Welding Supplies...	3,450
4	Shop Supplies Expendables (Electrical)	Cost of operations Electrical Connectors, Wiring, Fuses/Circuit Breakers, Misc. Elect supplies.	2,250
5	Yearly License Fees various software programs:	Mack, Caterpillar, Cummins (C.N.G.),	2,500
6	Unscheduled repair/replacement of shop tools.	Age/condition of various equipment mandates budgeting funds to cover the unknown.	3,500
7	New and repair/replacement of techs hand/air tools.	Age/condition of various equipment also new tooling technology mandates budgeting funds. 10 techs @ \$700.00 each.	7,000
8	Safety Clean (Parts Washer)	Outsourcing allows clean product and proper accounting of disposal of old product.	2,532
9	Uniforms	City Provides Uniforms Costing based on current uniform cost.	5,425
10	Mobil Phone This is the on-call phone	Cost of Rugged Duty Phone	480
11	Shop (Mobil Phones X-3) Currently we have 3 Mobil shop(non-rugged design) phones, this allows us to be in the shop and have the land-line in our pocket!	Currently we have 3 Mobil shop (non-rugged design) phones, this allows us to be in the shop and have the landline in our pocket! Budgeted funds to replace them should they die? Currently they are 2-years old.	300
12	Printer	Office printer very noisy (dying) when operating would be great if the new printer was also able to scan...	400
13	Cleaning of Offices	Insures clean offices/restrooms <i>City Administrator's Adjustment</i>	780 <i>(780)</i>

Total Cost	\$	30,357
-------------------	-----------	---------------

**CITY OF AOPKA
OPERATING BUDGET JUSTIFICATION FORM
FISCAL YEAR 2015-16**

Fund	<u>General Fund - 001</u>
Department	<u>Public Services - Fleet Mgmt. 3310-519</u>
Line Item #	<u>5250</u>
Line Item Description	<u>Fuel and Gasoline</u>

Item	Description	Justification	Estimated Cost
1	<i>C.N.G. Fuel</i>	<i>One service vehicle is dual fuel (C.N.G. & Unleaded) . Based on 400 gallons @ \$1.50 per gallon</i>	600
2	<i>Diesel Fuel</i>	<i>Two service vehicles operate on diesel fuel Based on 450 gallons @ \$ 3.50 per gallon</i>	1,575
3	<i>Unleaded Fuel</i>	<i>Unleaded fuel for vehicle listed above. Based on 550 gallons @ \$ 3.25 per gallon</i>	1,788

Total Cost	\$	3,963
-------------------	-----------	--------------

**CITY OF AOPKA
OPERATING BUDGET JUSTIFICATION FORM
FISCAL YEAR 2015-16**

Fund	<u>General Fund - 001</u>
Department	<u>Public Services - Fleet Mgmt. 3310-519</u>
Line Item #	<u>5400</u>
Line Item Description	<u>Books, Publications & Subscriptions</u>

Item	Description	Justification	Estimated Cost
1	<i>Black Book Publication</i>	<i>Current value of vehicles</i>	150
2	<i>ASE Certifications</i>	<i>Encourage Techs to maintain certifications.</i>	1,000
3	<i>FLAGFA</i>	<i>Florida Association of Governmental Fleet Administrators. Yearly dues to belong to this organization.</i>	250
4	<i>Conference Fees</i>	<i>Covers cost to Central Florida Heavy Equipment and/or Specialty Equipment Conferences.</i>	200
		<i>City Administrator's Adjustment</i>	(500)

Total Cost	\$ 1,100
-------------------	-----------------

**CITY OF APOPKA
OPERATING BUDGET JUSTIFICATION FORM
FISCAL YEAR 2015-16**

Fund	<u>General Fund - 001</u>
Department	<u>Public Services - Fleet Mgmt. 3310-519</u>
Line Item #	<u>5500</u>
Line Item Description	<u>Training</u>

Item	Description	Justification	Estimated Cost
	<i>C.N.G. Training (Mid-Level Course)</i>	<i>This covers the C.N.G. Fuel Island which allows us the ability to perform this work in-house.</i>	<i>1,000</i>
	<i>C.N.G. Engine Systems (Diesel & Gas)</i>	<i>This covers the diagnostic and repairing and programing of C.N.G systems installed on Gas and Diesel Engines This allows us the ability to perform these repairs in-house.</i>	<i>2,695</i>

Total Cost	\$ 3,695
-------------------	-----------------

**CITY OF AOPKA
OPERATING BUDGET JUSTIFICATION FORM
FISCAL YEAR 2015-16**

Fund	<u>General Fund - 001</u>
Department	<u>Public Services - Fleet Mgmt. 3310-519</u>
Line Item #	<u>6400</u>
Line Item Description	<u>Equipment & Machinery</u>

Item	Description	Justification	Estimated Cost
1	<i>Replacement Vehicle Lift</i>	<i>Replacement parts/Components obsolete Budgeted one lift (we have 2) to replace next budget cycle.</i>	10,750
2	<i>Lubrication Equipment Replacement</i>	<i>Two units over 10 years old, leaking/worn, obsolete. Also hose connections between building to outside storage-supply tanks worn/brittle needing to be replaced.</i>	2,500

Total Cost	\$ 13,250
-------------------	------------------

PAGE LEFT INTENTIONALLY BLANK

**CITY OF AOPKA
CEMETERY**

LINE ITEM DETAIL

	<u>2014</u>	<u>2015</u>	<u>2015</u>	<u>2016</u>
	<u>ACTUAL</u>	<u>BUDGET</u>	<u>ESTIMATE</u>	<u>REQUESTED</u>
PERSONNEL COSTS:				
1200 REGULAR SALARIES AND WAGES	59,377	62,760	57,086	62,792
1210 LONGEVITY PAY	43	-	235	168
1400 OVERTIME	595	2,650	1,150	4,536
2100 F.I.C.A.	4,437	5,020	4,327	5,163
2200 RETIREMENT CONTRIBUTION	10,065	10,440	8,006	11,069
2300 LIFE AND HEALTH INSURANCE	14,460	15,330	15,331	20,176
2400 WORKERS COMPENSATION	2,000	2,000	1,999	5,325
TOTAL	90,977	98,200	88,135	109,230
SUPPLIES AND OTHER SERVICES:				
3100 PROFESSIONAL SERVICES	-	50	50	-
4100 COMMUNICATIONS	391	580	580	-
4300 UTILITY SERVICES	894	700	745	1,400
4500 LIABILITY & CASUALTY INSURANCE	1,500	1,500	1,500	-
4600 REPAIR AND MAINTENANCE	2,928	15,000	7,500	7,500
4650 VEHICLE MAINTENANCE	933	2,800	2,000	2,500
5100 OFFICE SUPPLIES	-	50	50	50
5200 OPERATING SUPPLIES	4,445	6,790	6,790	6,790
5250 FUEL & GASOLINE	5,627	5,075	3,000	3,700
TOTAL	16,718	32,545	22,215	21,940
CAPITAL OUTLAY:				
6300 IMPROV. OTHER THAN BUILDINGS	-	-	-	-
6400 EQUIPMENT	-	-	-	15,000
TOTAL	-	-	-	-
TOTAL COST	107,695	130,745	110,350	131,170

**CITY OF AOPKA
CEMETERY**

STAFFING ANALYSIS

NUMBER OF FULL-TIME/PART-TIME PERSONNEL

<u>POSITION</u>	<u>2014</u>	<u>2015</u>	<u>2016</u>
CEMETERY SEICIALIST	1	1	1
CARETAKER II	1	1	1
TOTAL	2	2	2

CAPITAL OUTLAY

6200 - Building	\$ -
6400 - Equipment	
48" Kubota Z724 Zero Turn Mower	\$ 7,000
60" Kubota Z726 Zero Turn Mower	8,000
Shredder Vac	3,500
	<u>\$ 18,500</u>
Total Capital Outlay	\$ 18,500

**CITY OF AOPKA
OPERATING BUDGET JUSTIFICATION FORM
FISCAL YEAR 2015-16**

Fund	<u>General Fund - 001</u>
Department	<u>Public Services - Cemetery 3512-539</u>
Line Item #	<u>1400</u>
Line Item Description	<u>Overtime</u>

Item	Description	Justification	Estimated Cost
1	Overtime	(2) Hours per week @ 52 weeks=104 hrs. @ \$27.00/ hr. to mark or locate graves	2,808
2	Overtime Events		
	Christmas Parade	12 hrs. @ \$27.00 To support clean up effort after Parade.	324
	Old Florida Festival	16 hrs. @ \$27.00 to support clean up effort during the event	432
	Carnival	16 hrs. @ \$27.00 to support clean up effort during the event	432
	Foliage Festival	8 hrs. @ \$27.00 to support clean up effort during the event	216
	Memorial Day	12 hrs. @ \$27.00 to support clean up and gathering of chairs and tables after the event.	324

Total Cost	\$ 4,536
-------------------	-----------------

**CITY OF AOPKA
OPERATING BUDGET JUSTIFICATION FORM
FISCAL YEAR 2015-16**

Fund	<u>General Fund - 001</u>
Department	<u>Public Services - Cemetery 3512-539</u>
Line Item #	<u>4100</u>
Line Item Description	<u>Communications Services</u>

Item	Description	Justification	Estimated Cost
1	Cell Phone	(1) @ \$480 Standby Phone for contacting employees after hours	480
2	Pagers for Keith & Terry	(2) @ \$51 Pagers used to contact employees during the day when needed <i>Centralized Support Function</i>	102 <i>(582)</i>

Total Cost	\$	-
------------	----	---

**CITY OF APOPKA
OPERATING BUDGET JUSTIFICATION FORM
FISCAL YEAR 2015-16**

Fund	<u>General Fund - 001</u>
Department	<u>Public Services - Cemetery 3512-539</u>
Line Item #	<u>4300</u>
Line Item Description	<u>Utility Services</u>

Item	Description	Justification	Estimated Cost
1	<i>Electric</i>	<i>Electric service to buildings</i>	800
2	<i>Water</i>	<i>Water service to buildings</i>	600

Total Cost	\$ 1,400
-------------------	-----------------

**CITY OF AOPKA
OPERATING BUDGET JUSTIFICATION FORM
FISCAL YEAR 2015-16**

Fund	<u>General Fund - 001</u>
Department	<u>Public Services - Cemetery 3512-539</u>
Line Item #	<u>4600</u>
Line Item Description	<u>Repair and Maintenance - Bldg. & Equip</u>

Item	Description	Justification	Estimated Cost
1	<i>Tree Removal</i>	<i>For removal of dead trees in the cemetery</i>	<i>10,000</i>
2	<i>Miscellaneous Building Repairs</i>	<i>Siding repairs, and painting of buildings, misc. repairs to buildings</i>	<i>5,000</i>
		<i>City Administrator's Adjustment</i>	<i>(7,500)</i>

Total Cost	\$ 7,500
-------------------	-----------------

**CITY OF AOPKA
OPERATING BUDGET JUSTIFICATION FORM
FISCAL YEAR 2015-16**

Fund	<u>General Fund - 001</u>
Department	<u>Public Services - Cemetery 3512-539</u>
Line Item #	<u>4650</u>
Line Item Description	<u>Vehicle Maintenance</u>

Item	Description	Justification	Estimated Cost
1	19-0970 Ford F-150 (2001)	Repair cost and PM for 1 yr.	1,000
2	2011 Gator	Repair cost and PM for 1 yr.	500
3	27-1438 Kubota Mower	Repair cost and PM for 1 yr.	200
4	27-1286 Evertime Mower	Repair cost and PM for 1 yr.	400
	Miscellaneous trailers & Hand tools		
5	Pole saws, edgers, weed eaters	Repair cost and PM for 1 yr.	400

Total Cost	\$ 2,500
-------------------	-----------------

**CITY OF APOPKA
OPERATING BUDGET JUSTIFICATION FORM
FISCAL YEAR 2015-16**

Fund	<u>General Fund - 001</u>
Department	<u>Public Services - Cemetery 3512-539</u>
Line Item #	<u>5100</u>
Line Item Description	<u>Office Supplies</u>

Item	Description	Justification	Estimated Cost
1	Office Supplies	Ink pens, tablets, pencils, staples and paper clips.	50

Total Cost	\$	50
------------	----	----

**CITY OF APOPKA
OPERATING BUDGET JUSTIFICATION FORM
FISCAL YEAR 2015-16**

Fund	<u>General Fund - 001</u>
Department	<u>Public Services - Cemetery 3512-539</u>
Line Item #	<u>5200</u>
Line Item Description	<u>Operating Supplies</u>

Item	Description	Justification	Estimated Cost
1	Community Service Projects		100
2	Miscellaneous Head Stone Repairs	Repair to head stones damaged by weed eating or mowing grounds	500
3	Fertilizer and Insecticides	Chemicals used in the maintenance of the cemetery grounds	750
4	Hand Tools	Replacement of shovels, rakes and misc. hand tools	550
5	Hardware supplies	Replacement of miscellaneous bolts, nails, paint used in the up keep of the cemetery	500
6	Light bulbs and electrical	Light bulb replacement and electrical replacement parts and repairs.	200
7	Miscellaneous landscaping	Replacement of plantings and mulch for Memorial day, and general up keep	1,000
8	Radio batteries (2 @\$90)		180
9	Replacement Blowers (2 @\$300)	Blowers used for cemetery up keep and leaf removal.	600
10	Replacement of Weed eaters (2 @\$300)	Weed eaters used for cemetery up keep	600
11	Safety Equipment	Safety glasses, gloves, hardhat replacement	350
12	Safety Shoes (2 @\$85)	Safety shoes for Keith Tincher & Terry Griffin	170
13	Sod Replacement	Sod to go around the Veteran's Memorial	600
14	Stakes, Paint and flagging tape	Used to mark grave sites.	300
15	Uniforms (2 @\$195)	Uniforms for Keith Tincher and Terry Griffin	390

Total Cost	\$ 6,790
------------	----------

**CITY OF AOPKA
OPERATING BUDGET JUSTIFICATION FORM
FISCAL YEAR 2015-16**

Fund	<u>General Fund - 001</u>
Department	<u>Public Services - Cemetery 3512-539</u>
Line Item #	<u>5250</u>
Line Item Description	<u>Fuel and Gasoline</u>

Item	Description	Justification	Estimated Cost
1	Fuel for the following vehicles 19-0970, Gator, Mowers 27-1438 & 27-1286; for weed eaters, pole saws, edgers and hedge cutters (1450 gallons @ \$3.25).	Fuel needed to maintain the cemetery <i>City Administrator's Adjustment</i>	\$4,712 <i>(1,012)</i>

Total Cost	\$ 3,700
-------------------	-----------------

**CITY OF AOPKA
OPERATING BUDGET JUSTIFICATION FORM
FISCAL YEAR 2015-16**

Fund	<u>General Fund - 001</u>
Department	<u>Public Services - Cemetery 3512-539</u>
Line Item #	<u>6400</u>
Line Item Description	<u>Equipment & Machinery</u>

Item	Description	Justification	Estimated Cost
1	48" Kubota Z724 Zero Turn Mower	To replace Scag 29-874 blown hydraulic pumps	7,000
2	60" Kubota Z726 Zero Turn Mower	To replace 27-1270 Everride very poor shape	8,000
3	Shredder Vac	To be mounted on Kubota mower 27-1438 to help with the removal of the leaves in the cemetery <i>City Administrator's Adjustment</i>	3,500 <i>(3,500)</i>

Total Cost	\$ 15,000
-------------------	------------------

PAGE LEFT INTENTIONALLY BLANK

**CITY OF APOPKA
 GROUNDS MAINTENANCE**

LINE ITEM DETAIL

	<u>2014</u>	<u>2015</u>	<u>2015</u>	<u>2016</u>
	<u>ACTUAL</u>	<u>BUDGET</u>	<u>ESTIMATE</u>	<u>REQUESTED</u>
PERSONNEL COSTS:				
1200 REGULAR SALARIES AND WAGES	323,269	360,250	363,468	397,482
1210 LONGEVITY PAY	5,015	2,975	13,958	3,120
1300 OTHER SALARIES AND WAGES	-	3,460	-	3,460
1400 OVERTIME	3,911	6,240	8,266	10,260
2100 F.I.C.A.	24,343	28,530	28,997	31,696
2200 RETIREMENT CONTRIBUTION	55,667	58,820	53,191	67,381
2300 LIFE AND HEALTH INSURANCE	64,950	68,850	68,851	90,793
2400 WORKERS COMPENSATION	9,300	9,300	9,300	18,907
Personnel Requested: Maintenance Worker I (3)				-
TOTAL	486,455	538,425	546,031	623,098
SUPPLIES AND OTHER SERVICES:				
3100 PROFESSIONAL SERVICES	81	100	100	-
3400 OTHER CONTRACTUAL SERVICES	-	-	-	-
4100 COMMUNICATIONS	123	300	300	199
4300 UTILITY SERVICES	26,458	22,000	17,000	17,000
4500 LIABILITY & CASUALTY INSURANCE	7,050	7,050	7,050	-
4600 REPAIR AND MAINTENANCE	8,530	10,500	10,500	9,000
4650 VEHICLE MAINTENANCE	27,802	22,000	22,000	22,000
4900 OTHER CHARGES	6,016	7,000	7,000	7,000
5100 OFFICE SUPPLIES	389	800	800	800
5200 OPERATING SUPPLIES	46,298	45,610	45,610	69,570
5207 PARKS BEAUTIFICATION	-	-	-	-
5216 TREE BANK EXPENDITURES	-	-	5,000	210,000
5250 FUEL & GASOLINE	28,083	32,450	32,450	25,050
5400 BOOKS, PUBS, SUBS & MEMBERSHIPS	-	400	400	1,050
5500 TRAINING	645	1,000	1,000	1,300
TOTAL	151,475	149,210	149,210	362,969
CAPITAL OUTLAY:				
6200 BUILDINGS	-	-	-	100,000
6400 EQUIPMENT	9,556	-	-	88,600
TOTAL	9,556	-	-	70,000 *
TOTAL COST	647,486	687,635	695,241	1,056,067

* Includes only equipment to be financed

**CITY OF APOPKA
 GROUNDS MAINTENANCE**

STAFFING ANALYSIS

NUMBER OF FULL-TIME/PART-TIME PERSONNEL

<u>POSITION</u>	<u>2014</u>	<u>2015</u>	<u>2016</u>
PROGRAM SUPERVISOR	1	1	1
GROUNDS SPECIALIST	2	2	2
GROUNDS FOREMAN	1	1	1
MAINTENANCE WORKER II	1	1	1
MAINTENANCE WORKER I *	4	4	7
TOTAL	9	9	12

* - Three New Positions Requested

CAPITAL OUTLAY

6200 - Building	
Renovate 8th & Highland Compound	\$ 100,000
	<u>\$ 100,000</u>
6400 - Equipment	
Landscape trailer	\$ 1,500
Spreader Model GT-77	1,500
Kubota Tractor	36,000
60" Kubota Mower Zero Turn (2)	15,600
Pickup F150 CNG - replace 1999 Ranger	34,000
	<u>\$ 88,600</u>
Total Capital Outlay	\$ 188,600

**CITY OF AOPKA
STAFFING REQUEST FORM
FISCAL YEAR 2015-16**

Fund General Fund - 001
Department Public Services - Grounds 3513-572
Division _____

Position Title	Justification	FT / PT	Proposed Cost
(3) Maintenance Worker I	<p>(1) Worker will assist Horticulturist in maintaining all City Facilities i.e.. Parks, City Hall, Highland Manor, Fire Stations, Police Station and Public Service landscape.</p> <p>(2) Workers will assist in the mowing of all right of ways, City facilities and city properties.</p> <p><i>City Administrator's Adjustment</i></p>	FT	<p>132,864</p> <p>(132,684)</p>

FT = Regular Full Time
 PT = Regular Part Time
 PTT = Temporary

ATTACH JOB DESCRIPTION TO THIS FORM

Coord: _____

**CITY OF APOPKA
OPERATING BUDGET JUSTIFICATION FORM
FISCAL YEAR 2015-16**

Fund	<u>General Fund - 001</u>
Department	<u>Public Services - Grounds 3513-572</u>
Line Item #	<u>1400</u>
Line Item Description	<u>Overtime</u>

Item	Description	Justification	Estimated Cost
1	Overtime	(2) Hours per week @ 52 weeks=104 hrs @ \$27.00/ hr. to mark or locate graves	\$2,808.00
2	Overtime Events		
	Christmas Parade	40 hrs. @ \$27.00 To support clean up effort after Parade.	\$1,080.00
	Old Florida Festival	80 hrs @ \$27.00 to support clean up effort during the event	\$2,160.00
	Carnival	52 hrs @ \$27.00 to support clean up effort during the event	\$1,404.00
	Foliage Festival	64 hrs @ \$27.00 to support clean up effort during the event	\$1,728.00
	Miscellaneous Events	40 hrs @ \$27.00 to support clean up and gathering of chairs and tables after the event.	\$1,080.00

Total Cost	\$ 10,260
-------------------	------------------

**CITY OF AOPKA
OPERATING BUDGET JUSTIFICATION FORM
FISCAL YEAR 2015-16**

Fund	<u>General Fund - 001</u>
Department	<u>Public Services - Grounds 3513-572</u>
Line Item #	<u>3100</u>
Line Item Description	<u>Professional Services</u>

Item	Description	Justification	Estimated Cost
1	<i>Back Ground Checks</i>	<i>Background checks for new hires (2 @\$50.00)</i> <i>Centralized Support Function-Police</i>	\$100.00 (\$100.00)

Total Cost	\$	-
-------------------	----	---

**CITY OF AOPKA
OPERATING BUDGET JUSTIFICATION FORM
FISCAL YEAR 2015-16**

Fund	<u>General Fund - 001</u>
Department	<u>Public Services - Grounds 3513-572</u>
Line Item #	<u>4100</u>
Line Item Description	<u>Communications Services</u>

Item	Description	Justification	Estimated Cost
1	Long Distance	Long distance call when dealing with vendors out of state.	\$199
2	Outside Internet (1@450 Brad)	Used for looking up different vendors also for pricing out tools and other items used in the maintenance of the city	\$50
3	Pager (1@\$51 Brad)	Used to notify Brad that he is needed	\$51
		Centralized support function - IT	(\$50)
		Centralized support function - IT	(\$51)

Total Cost	\$	199
-------------------	----	------------

**CITY OF APOPKA
OPERATING BUDGET JUSTIFICATION FORM
FISCAL YEAR 2015-16**

Fund	<u>General Fund - 001</u>
Department	<u>Public Services - Grounds 3513-572</u>
Line Item #	<u>4300</u>
Line Item Description	<u>Utility Services</u>

Item	Description	Justification	Estimated Cost
1	8th & Highland Compound	Electric Usage	\$3,000
2	Forest Ave, 8th Street Compound, Kitland Nelson Park irrigation, Errol Irrigation, and Dog Park Irrigation	Water, sewer and garbage	\$19,000
		City Administrator's Adjustment	(5,000)

Total Cost	\$ 17,000
-------------------	------------------

**CITY OF APOPKA
OPERATING BUDGET JUSTIFICATION FORM
FISCAL YEAR 2015-16**

Fund	<u>General Fund - 001</u>
Department	<u>Public Services - Grounds 3513-572</u>
Line Item #	<u>4600</u>
Line Item Description	<u>Repair and Maintenance - Bldg & Equip</u>

Item	Description	Justification	Estimated Cost
1	Concrete Repairs Concrete, playground, park buildings	Misc. repairs	\$750
2	Dream Lake Fence & walkways, Gazebo paint and repairs, electric, etc.	Misc. repairs	\$750
3	Bricks being removed by kids that walk through the park.	Bricks being removed by kids that walk through the park.	\$2,000
		<i>City Administrator's Adjustment</i>	<i>(500)</i>
4	Fire extinguisher renewal	Yearly inspection	\$500
5	Irrigation repairs		\$3,000
6	Painting	Interior and exterior of 8th & Highland Compound	\$1,000
		<i>City Administrator's Adjustment</i>	<i>(1,000)</i>
7	Walkway repairs in Kitland Nelson Park	Sidewalks being lifted by tree roots	\$2,500

Total Cost	\$ 9,000
-------------------	-----------------

**CITY OF AOPKA
OPERATING BUDGET JUSTIFICATION FORM
FISCAL YEAR 2015-16**

Fund	<u>General Fund - 001</u>
Department	<u>Public Services - Grounds 3513-572</u>
Line Item #	<u>4650</u>
Line Item Description	<u>Vehicle Maintenance</u>

Item	Description	Justification	Estimated Cost
1	<i>Preventive and corrective maintenance on all vehicles</i>	<i>For the maintenance of all mowers, hand tools and vehicle.</i>	\$22,000

Total Cost	\$ 22,000
-------------------	------------------

**CITY OF AOPKA
OPERATING BUDGET JUSTIFICATION FORM
FISCAL YEAR 2015-16**

Fund	<u>General Fund - 001</u>
Department	<u>Public Services - Grounds 3513-572</u>
Line Item #	<u>4900</u>
Line Item Description	<u>Other Charges</u>

Item	Description	Justification	Estimated Cost
1	Landfill Charges	ROW debris, tree trimmings when too large to chip from trees on/in ROW.	\$7,000

Total Cost	\$ 7,000
------------	----------

**CITY OF AOPKA
OPERATING BUDGET JUSTIFICATION FORM
FISCAL YEAR 2015-16**

Fund	<u>General Fund - 001</u>
Department	<u>Public Services - Grounds 3513-572</u>
Line Item #	<u>5100</u>
Line Item Description	<u>Office Supplies</u>

Item	Description	Justification	Estimated Cost
1	Supplies	Pencils, Paper, Printer Ink, Pens, Paper clips, staples, misc.	\$800

Total Cost	\$ 800
------------	--------

**CITY OF APOPKA
OPERATING BUDGET JUSTIFICATION FORM
FISCAL YEAR 2015-16**

Fund	<u>General Fund - 001</u>
Department	<u>Public Services - Grounds 3513-572</u>
Line Item #	<u>5200</u>
Line Item Description	<u>Operating Supplies</u>

Item	Description	Justification	Estimated Cost
	HORTICULTURE		
2	Annual (flowers) for City Park	Replacement of annuals in city park, City Hall, Dream Lake Park, Dog Park, VFW.(4)	\$4,600
3	Fertilizers, Pesticides, Herbicides and Pond treatments	To treat Kitland Park, Dog Park, VFW, Highland Manor, Barn hills, all Fire Stations	\$8,600
4	Seed	To treat Kitland Park, Dog Park, VFW, Highland Manor, and all Fire Stations	\$3,200
5	Sand	To assist in the maintenance of the sod throughout the city at all facilities	\$1,500
6	Miscellaneous Tools	Small hand tool replacements	\$400
	IRRIGATION		
7	Irrigation Supplies	Supplies to maintain all irrigated areas throughout city i.e.. Vick Rd, All public buildings and fire stations.	\$4,500
8	Irrigation upgrades	Additional supplies needed to update/up grade current irrigation systems throughout the city	\$5,000
9	Small Hand tools	Small hand tools needed for repair of irrigation	\$300
	GROUND		
10	Motorola Radio Batteries (9@\$100)	Battery replacements for Hand Held Radios	\$900
11	Mulch	(100 cubis.yrd 2 times / year for Christmas in the Park and Foliage Festival @ \$2000/ yr.	\$3,600
12	Paint Supplies	Painting of the Gazebo, benches, tables in Kitland, Dream Lake and the Dog Park	\$500
13	Power Tools & Saws	Replacement of power tools and pole saw chains and guides	\$550
14	(5) Weedeaters, (3) Blowers, (2) Chain Saws @ \$250 ea.	Replacement of worn out tools	\$2,500
15	Sod	Replacement of sod as needed at City wide facilities	\$2,500

**CITY OF APOPKA
OPERATING BUDGET JUSTIFICATION FORM
FISCAL YEAR 2015-16**

Fund	<u>General Fund - 001</u>
Department	<u>Public Services - Grounds 3513-572</u>
Line Item #	<u>5200</u>
Line Item Description	<u>Operating Supplies</u>

Item	Description	Justification	Estimated Cost
16	Tree Trimming and Removal	Removal of trees dead or Hazardous throughout the city	\$6,500
17	Uniforms (9@\$195 & (1) @ \$250)		\$2,005
18	Hand tools	Shovels, rakes, pruners, etc.	\$750
		<i>City Administrator's Adjustment</i>	<i>(750)</i>
19	Miscellaneous		\$1,600
		<i>City Administrator's Adjustment</i>	<i>(800)</i>
20	Shoes	Safety apparel (9@\$85)	\$765
	SPECIAL EVENTS		
21	Christmas decorations new items	For various areas in the City	\$27,850
		<i>City Administrator's Adjustment</i>	<i>(7,000)</i>

Total Cost	\$ 69,570
------------	-----------

**CITY OF AOPKA
OPERATING BUDGET JUSTIFICATION FORM
FISCAL YEAR 2015-16**

Fund	<u>General Fund - 001</u>
Department	<u>Public Services - Grounds 3513-572</u>
Line Item #	<u>5207</u>
Line Item Description	<u>Parks Beautification</u>

Item	Description	Justification	Estimated Cost
1	Annuals and Plantings for Parks, City Hall, Dog Park, Highland Manor, Barn hills.	Flowers to be planted quarterly to keep the listed locations fresh looking <i>Duplicate</i>	\$3,000.00 <i>(\$3,000.00)</i>

Total Cost	\$	-
------------	----	---

**CITY OF AOPKA
OPERATING BUDGET JUSTIFICATION FORM
FISCAL YEAR 2015-16**

Fund	<u>General Fund - 001</u>
Department	<u>Public Services - Grounds 3513-572</u>
Line Item #	<u>5216</u>
Line Item Description	<u>Tree Bank Expenditures</u>

Item	Description	Justification	Estimated Cost
1	<i>Vick Rd medians</i>	<i>From Old Dixie to Welsh Rd.</i>	\$30,000.00
2	<i>US 441 Median</i>	<i>From 414 to Home Depot</i>	\$60,000.00
3	<i>Jason Dwelley</i>	<i>From Ponkan to Kelly Park Rd</i>	\$10,000.00
4	<i>Hawthorne / Alonzo William Park</i>	<i>5th to 9th Street</i>	\$10,000.00
5	<i>Downtown Area</i>	<i>Highland Manor, 6th St., etc.</i>	\$100,000.00
		<i>Funding provided by Tree Bank Reserves</i>	

Total Cost	\$ 210,000
-------------------	-------------------

**CITY OF APOPKA
OPERATING BUDGET JUSTIFICATION FORM
FISCAL YEAR 2015-16**

Fund	<u>General Fund - 001</u>
Department	<u>Public Services - Grounds 3513-572</u>
Line Item #	<u>5250</u>
Line Item Description	<u>Fuel and Gasoline</u>

Item	Description	Justification	Estimated Cost
1	CNG Fuel (2000 gallons @ \$1.50)	For trucks and mowers	\$ 3,000.00
2	Diesel usage for 1 yr 300 gallons @ \$3.50	Trucks, Tractors, backhoes	\$ 1,050.00
3	Gasoline (8000 gallons for 1 year @ \$3.25 / gallon)	For trucks and mowers, weed eaters, edgers, blowers, chainsaws and pole saws	\$ 26,000.00
		City Administrator's Adjustment	(5,000)

Total Cost	\$ 25,050
-------------------	------------------

**CITY OF AOPKA
OPERATING BUDGET JUSTIFICATION FORM
FISCAL YEAR 2015-16**

Fund	<u>General Fund - 001</u>
Department	<u>Public Services - Grounds 3513-572</u>
Line Item #	<u>5400</u>
Line Item Description	<u>Books, Publications & Subscriptions</u>

Item	Description	Justification	Estimated Cost
	HORTICULTURE		
1	License	Renewals Cheryl Pilkington	\$350
2	License	Aquatic Renewal Cheryl Pilkington	\$150
3	Pesticide License	Renewal Manuals (4@ \$100)	\$400
	IRRIGATION		
1	FCHP	Renewal fees (Beau Kirkland)	\$150

Total Cost	\$ 1,050
-------------------	-----------------

**CITY OF APOPKA
OPERATING BUDGET JUSTIFICATION FORM
FISCAL YEAR 2015-16**

Fund	<u>General Fund - 001</u>
Department	<u>Public Services - Grounds 3513-572</u>
Line Item #	<u>5500</u>
Line Item Description	<u>Training</u>

Item	Description	Justification	Estimated Cost
	HORTICULTURE		
1	Turf and Field Classes	To maintain CEU's	\$200
2	Conferences	Turf and Field sod management Cheryl Pilkington	\$450
	IRRIGATION		
3	FCHP	Renewal fees	\$150
4	Training	Irrigation and water management Beau Kirkland	\$500

Total Cost	\$ 1,300
-------------------	-----------------

**CITY OF APOPKA
OPERATING BUDGET JUSTIFICATION FORM
FISCAL YEAR 2015-16**

Fund	<u>General Fund - 001</u>
Department	<u>Public Services - Grounds 3513-572</u>
Line Item #	<u>6200</u>
Line Item Description	<u>Buildings</u>

Item	Description	Justification	Estimated Cost
1	<i>Renovate 8th & Highland Compound</i>	<i>Renovate or Relocate 8th & Highland Maintenance Compound. Insufficient space to house men and equipment. 1/3 of \$300,000 per division</i>	\$100,000

Total Cost	\$ 100,000
-------------------	-------------------

**CITY OF AOPKA
OPERATING BUDGET JUSTIFICATION FORM
FISCAL YEAR 2015-16**

Fund	<u>General Fund - 001</u>
Department	<u>Public Services - Grounds 3513-572</u>
Line Item #	<u>6400</u>
Line Item Description	<u>Equipment & Machinery</u>

Item	Description	Justification	Estimated Cost
1	Landscape trailer for Cheryl	Small trailer to carry Gator around when applying herbicide on sidewalk and ROW's throughout city	1,500
2	Spreader (seed and fertilizer) Model GT-77	To be use throughout city	1,500
4	Kubota Tractor	Replace Massey Ferguson 261 (25-0465 purchased in 1997)	36,000
6	Replace Trk 19-0659 1999 Ranger	Ford F150 CNG with Rhino lining & tool box	34,000
5	(3) Kubota Mower Zero turn 60" @ \$7800 ea.	To replace (2) Scag Mower 27-0914/27-1075 and (1) Everride 27-1270 <i>City Administrator's Adjustment (replace 2)</i>	23,400 <i>(7,800)</i>
3	Mower Max	Mower specific to mowing hillsides and medians should reduce mowing of retention ponds and medians by 50% <i>City Administrator's Adjustment</i>	112,000 <i>(112,000)</i>

Total Cost	\$ 88,600
-------------------	------------------

**CITY OF APOPKA
ATHLETIC COMPLEXES**

LINE ITEM DETAIL

	<u>2014</u>	<u>2015</u>	<u>2015</u>	<u>2016</u>	
	<u>ACTUAL</u>	<u>BUDGET</u>	<u>ESTIMATE</u>	<u>REQUESTED</u>	
PERSONNEL COSTS:					
1200	REGULAR SALARIES AND WAGES	304,772	314,970	314,970	312,802
1210	LONGEVITY PAY	2,194	2,350	2,350	2,073
1300	OTHER SALARIES AND WAGES	23,914	31,600	31,600	32,300
1400	OVERTIME	10,623	5,280	5,280	11,010
2100	F.I.C.A.	24,437	27,100	27,100	27,401
2200	RETIREMENT CONTRIBUTION	53,220	51,360	51,360	53,445
2300	LIFE AND HEALTH INSURANCE	50,520	53,550	53,551	70,617
2400	WORKERS COMPENSATION	6,900	6,900	6,900	16,321
	Personnel Requested: Maintenance Worker I (2)				
	Personnel Requested: Reclass Grounds Spec to Shop Specialist				-
TOTAL		476,580	493,110	493,111	525,968
SUPPLIES AND OTHER SERVICES:					
3100	PROFESSIONAL SERVICES	81	300	300	-
3400	OTHER CONTRACTUAL SERVICES	-	-	-	109,062
4000	TRAVEL & PER DIEM	-	-	-	-
4100	COMMUNICATIONS	-	4,220	4,220	-
4200	FREIGHT & POSTAGE	-	75	75	75
4300	UTILITY SERVICES	337	600	600	600
4400	RENTALS & LEASES	4,359	5,160	5,160	5,360
4500	LIABILITY & CASUALTY INSURANCE	5,550	5,550	5,550	-
4600	REPAIR AND MAINTENANCE	8,442	4,000	4,000	9,000
4650	VEHICLE MAINTENANCE	24,627	23,000	23,000	25,500
4900	OTHER CHARGES	185	700	700	1,000
5100	OFFICE SUPPLIES	273	150	150	200
5200	OPERATING SUPPLIES	256,246	309,210	309,210	260,900
5216	TREE BANK EXPENDITURES	-	5,000	55,000	7,500
5250	FUEL & GASOLINE	23,872	27,775	27,775	22,000
5400	BOOKS, PUBS, SUBS & MEMBERSHIPS	905	1,000	1,000	1,000
5500	TRAINING	934	1,775	1,775	2,110
TOTAL		325,811	388,515	438,515	444,307
CAPITAL OUTLAY:					
6200	BUILDINGS	-	-	-	-
6400	EQUIPMENT	37,176	27,000	27,000	107,100
TOTAL		37,176	27,000	27,000	102,500 *
TOTAL COST		839,567	908,625	958,626	1,072,775

* Includes only equipment to be financed

**CITY OF APOPKA
ATHLETIC COMPLEXES**

STAFFING ANALYSIS

NUMBER OF FULL-TIME/PART-TIME PERSONNEL

<u>POSITION</u>	<u>2014</u>	<u>2015</u>	<u>2016</u>
ATHLETICS COMPLEX SUPERVISOR	1	1	1
LEAD MAINTENANCE WORKER/ATHLETICS	1	1	1
IRRIGATION SPECIALIST	1	1	1
GROUNDS SPECIALIST	1	1	0
SHOP SPECIALIST *	0	0	1
MAINTENANCE WORKER II	1	1	1
MAINTENANCE WORKER I *	2	2	2
TOTAL	7	7	7

** - New Position(s) Requested*

CAPITAL OUTLAY

6200 - Building	\$ -
6400 - Equipment	
TORO GroundsMaster 7200 w/ Groomer	\$ 23,500
TORO Vacuum Versa Vac Unit	25,500
Reel Mower	53,500
	<u>\$ 102,500</u>
Total Capital Outlay	\$ 102,500

**CITY OF AOPKA
STAFFING REQUEST FORM
FISCAL YEAR 2015-16**

Fund General Fund - 001
Department Recreation - Athletic Complexes 3514-572
Division _____

Position Title	Justification	FT / PT	Proposed Cost
Maintenance Worker 1 Pay Grade 105	The Northwest Complex has increased its usage in tournaments alone of over 100% - additional staff is needed to maintain safe playable conditions on both the ballfields and sports fields just to maintain the current standards <i>City Administrator's Adjustment</i>	FT	62,004 <i>(62,004)</i> 62,004
Maintenance Worker 1 Pay Grade 105	The Northwest Complex has increased its usage in field play - increasing weekly sports field painting demands, general sports field care and safety upkeep including over 100 plant beds and arbor care of hundreds of trees	FT	
Reclassify A Staff From A Grounds Specialist Grade 108 To A Reclassification - Shop Specialist - Grade 110	Northwest has over 80 pieces of equipment with more coming. The Shop Specialist will work closely with Fleet in equipment maintenance, preventive care, along with shop and warehouse inventory. Individual anticipated taking this new roll is already within the new pay grade - will therefore receive standard 3% in the reclassification - estimated = \$1470 <i>City Administrator's Adjustment</i>	Promotion	3,075 <i>(3,075)</i>

FT = Regular Full Time
PT = Regular Part Time
PTT = Temporary

ATTACH JOB DESCRIPTION TO THIS FORM

Coord: _____

**CITY OF APOPKA
OPERATING BUDGET JUSTIFICATION FORM
FISCAL YEAR 2015-16**

Fund	<u>General Fund - 001</u>
Department	<u>Recreation - Athletic Complexes 3514-572</u>
Line Item #	<u>1300</u>
Line Item Description	<u>Other Salaries</u>

Item	Description	Justification	Estimated Cost
1	50 Tournaments x 50 hours = 2500 hours x \$8.50	Standby Cost For Tournaments	21,250
2	50 Weeks x 20 hours = 1000 hours x \$8.50	Standby Cost For Weekday Support	8,500
3	5 Events x 60 hours = 300 hours x \$8.50	Standby Cost For 5 Events - Outdoor Festival, Foliage Festival, 3 Other Events	2,550

Total Cost	\$ 32,300
-------------------	------------------

**CITY OF APOPKA
OPERATING BUDGET JUSTIFICATION FORM
FISCAL YEAR 2015-16**

Fund	<u>General Fund - 001</u>
Department	<u>Recreation - Athletic Complexes 3514-572</u>
Line Item #	<u>1400</u>
Line Item Description	<u>Overtime</u>

Item	Description	Justification	Estimated Cost
1	5 Events x 35 hours = 175 hours x \$30.00	Cost For 5 Events - Outdoor Festival, Foliage Festival, 3 Other Events	5,250
2	8 Weeks x 8 hours = 64 hours x \$30.00	Vericutting, Top Dressing, Aerating, Rye Grass, Clay Work, Field Care	1,920
3	8 Weeks x 8 hours = 64 hours x \$30.00	Little League & Southeastern Tournament	1,920
4	6 Weeks x 8 hours = 48 hours x \$30.00	Soccer	1,440
5	2 Weeks x 8 hours = 16 hours x \$30.00	Pop Warner	480

Total Cost	\$ 11,010
-------------------	------------------

**CITY OF AOPKA
OPERATING BUDGET JUSTIFICATION FORM
FISCAL YEAR 2015-16**

Fund	<u>General Fund - 001</u>
Department	<u>Recreation - Athletic Complexes 3514-572</u>
Line Item #	<u>3100</u>
Line Item Description	<u>Professional Services</u>

Item	Description	Justification	Estimated Cost
1	New/Replacement Employees \$50 Per Hire	Hiring Standby Staff And Full Time Replacements <i>Centralized support function - Police</i>	400 <i>(400)</i>

Total Cost	\$	-
------------	----	---

**CITY OF AOPKA
OPERATING BUDGET JUSTIFICATION FORM
FISCAL YEAR 2015-16**

Fund	<u>General Fund - 001</u>
Department	<u>Recreation - Athletic Complexes 3514-572</u>
Line Item #	<u>3400</u>
Line Item Description	<u>Other Contractual Services</u>

Item	Description	Justification	Estimated Cost
1	Northwest Pesticide Application - Ballfields Plus Selected Common Areas Within The Complex 12 Months = \$88,740/\$7,395 Per 6 Common = \$6,420/\$1,070 Per 6 Crosses = \$3,420/\$540 Per 4 Minors = \$12,000/\$3,000 Per	Maintain Quality Level Of Pesticide Care - Including Fertilizing, Herbicide, Pesticides - Piggy Back Off Of Orange County Public School Contract 1309220ITB For Pesticide/Fertilization Application Viable Contract For 3 Years - TruGreen <i>City Administrator's Adjustment</i>	110,580 <i>(6,000)</i>
2	Apopka Athletics Complex Soccer Fields Only & Williams Park Sport Field Only - 6 Applications AAC = \$2,292 6 Applications Williams = \$1,710	Maintain Quality Level Of Pesticide Care - Including Fertilizing & Herbicide - Piggy Back Off Of Orange County Public School Contract 1309220ITB For Pesticide/Fertilization Application Viable Contract For 3 Years - TruGreen	4,002
3	Athletics Building Contractual Indoor Pest Treatment Cost \$40 x 12 = 480	Pest Treatment For Insect Control And Rodents	480

Total Cost	\$ 109,062
-------------------	-------------------

**CITY OF AOPKA
OPERATING BUDGET JUSTIFICATION FORM
FISCAL YEAR 2015-16**

Fund	<u>General Fund - 001</u>
Department	<u>Recreation - Athletic Complexes 3514-572</u>
Line Item #	<u>4100</u>
Line Item Description	<u>Communications Services</u>

Item	Description	Justification	Estimated Cost
1	12 Months At \$300	Phone System For Athletics	3,600
2	Staff Computer As Per Computer Services \$1000	Staff Computer; Irrigation Program SCADA, Time Off, Payroll	1,000
3	Batteries 1 At \$90 And 2 At \$85	Radio Battery Replacements move to 5200	260 (260)
4	2 Computers At \$50	Outside Internet For Athletics	100
		Centralized support function - IT	(4,700)

Total Cost	\$	-
------------	----	---

**CITY OF APOPKA
OPERATING BUDGET JUSTIFICATION FORM
FISCAL YEAR 2015-16**

Fund	<u>General Fund - 001</u>
Department	<u>Recreation - Athletic Complexes 3514-572</u>
Line Item #	<u>4200</u>
Line Item Description	<u>Freight & Postage</u>

Item	Description	Justification	Estimated Cost
1	General Mailings	Minor Mailings - Tree City, IFAS, Professional	75

Total Cost	\$	75
------------	----	----

**CITY OF APOPKA
OPERATING BUDGET JUSTIFICATION FORM
FISCAL YEAR 2015-16**

Fund	<u>General Fund - 001</u>
Department	<u>Recreation - Athletic Complexes 3514-572</u>
Line Item #	<u>4300</u>
Line Item Description	<u>Utility Services</u>

Item	Description	Justification	Estimated Cost
1	12 Months At \$50	2476 Lent Road Warehouse Utility Services	600

Total Cost		\$	600
------------	--	----	-----

**CITY OF AOPKA
OPERATING BUDGET JUSTIFICATION FORM
FISCAL YEAR 2015-16**

Fund	<u>General Fund - 001</u>
Department	<u>Recreation - Athletic Complexes 3514-572</u>
Line Item #	<u>4400</u>
Line Item Description	<u>Rentals and Leases</u>

Item	Description	Justification	Estimated Cost
1	2 Rentals At \$2000 Per Week	Field Top Dresser Plus Tractor - 2 Times Ballfield and Sports Turf Care	4,000
2	1 Rental At \$2500 Per Week	Deep 8-10" Core Unit - 1 Time Ballfield and Sports Turf Care	2,500
3	1 Rental At \$500 per week	Stump Grinder	500
4	12 Months At \$30 Month (Lease)	Small Copier For Athletics	360
		City Administrator's Adjustment	(2,000)

Total Cost	\$ 5,360
------------	----------

**CITY OF APOPKA
OPERATING BUDGET JUSTIFICATION FORM
FISCAL YEAR 2015-16**

Fund	<u>General Fund - 001</u>
Department	<u>Recreation - Athletic Complexes 3514-572</u>
Line Item #	<u>4500</u>
Line Item Description	<u>Liability & Casualty Insurance</u>

Item	Description	Justification	Estimated Cost
	<i>Finance - Liability</i>	<i>Insurance Liability</i> <i>Centralized support function- HR</i>	5,550 <i>(5,550)</i>

Total Cost	\$	-
-------------------	----	---

**CITY OF APOPKA
OPERATING BUDGET JUSTIFICATION FORM
FISCAL YEAR 2015-16**

Fund	<u>General Fund - 001</u>
Department	<u>Recreation - Athletic Complexes 3514-572</u>
Line Item #	<u>4600</u>
Line Item Description	<u>Repair and Maintenance - Bldg. & Equip</u>

Item	Description	Justification	Estimated Cost
1	Lighting Damages Northwest, Apopka Athletics Complex And Williams Park	Irrigation Wire, Controllers Damage From Lighting Hits	5,000
2	Fence Repairs Throughout The Northwest Complex	Northwest Has 12 Fenced Ballfield With Entrance Fences And Sport Field Fences	2,500
3	Fence Repairs Throughout The Apopka Athletics Complex And Williams Park	Ballfields And Perimeter Fencing Repairs	750
4	Unexpected Bee Or Outside Pest Control	We Have Experienced Several Ground Hornet Nests Which Need To Be Professional Treated	500
5	Alarm Repairs At Northwest	Alarms Damaged From Lighting Or Vandalized	250
6	Pull down door for warehouse	The current door is in poor condition and is a safety and security liability <i>Moved to 6400</i>	4,600 <i>(4,600)</i>

Total Cost	\$ 9,000
------------	----------

**CITY OF APOPKA
OPERATING BUDGET JUSTIFICATION FORM
FISCAL YEAR 2015-16**

Fund	<u>General Fund - 001</u>
Department	<u>Recreation - Athletic Complexes 3514-572</u>
Line Item #	<u>4650</u>
Line Item Description	<u>Vehicle Maintenance</u>

Item	Description	Justification	Estimated Cost
1	<i>Vehicle And Equipment Care Plus The Unexpected - As Equipment Is Getting Older And Used In A Greater Capacity As We Continue To Grow Within The Northwest Complex Athletics</i>	<i>Total Of Over 80 Different Units - Trucks, Tractors, Mowers, Utility, Pull Behind Units To Hand Held Equipment</i>	25,500

Total Cost	\$ 25,500
------------	-----------

**CITY OF APOPKA
OPERATING BUDGET JUSTIFICATION FORM
FISCAL YEAR 2015-16**

Fund	<u>General Fund - 001</u>
Department	<u>Recreation - Athletic Complexes 3514-572</u>
Line Item #	<u>4900</u>
Line Item Description	<u>Other Charges</u>

Item	Description	Justification	Estimated Cost
1	Landfill Charges 10 Dumps At \$200 Per Dump	Northwest Debris - Limited Storage So Must Remove What We Can Not Chip <i>City Administrator's Adjustment</i>	2,000 <i>(1,000)</i>

Total Cost	\$ 1,000
------------	----------

**CITY OF APOPKA
OPERATING BUDGET JUSTIFICATION FORM
FISCAL YEAR 2015-16**

Fund	<u>General Fund - 001</u>
Department	<u>Recreation - Athletic Complexes 3514-572</u>
Line Item #	<u>5100</u>
Line Item Description	<u>Office Supplies</u>

Item	Description	Justification	Estimated Cost
1	General Office Supplies, Toner, Paper, Etc.	Supplies For Printer And Athletics Office	200

Total Cost	\$	200
------------	----	-----

**CITY OF APOPKA
OPERATING BUDGET JUSTIFICATION FORM
FISCAL YEAR 2015-16**

Fund	<u>General Fund - 001</u>
Department	<u>Recreation - Athletic Complexes 3514-572</u>
Line Item #	<u>5200</u>
Line Item Description	<u>Operating Supplies</u>

Item	Description	Justification	Estimated Cost
1	Northwest Small Projects	In-house - Irrigation, Erosion, Repairs	4,000
2	Bases, Pitching Rubbers	Yearly Replacements	3,000
3	Bermuda & Rye Grass Seed Rate = 12 lb. A = 31,500 lbs./60A \$45 x 630 bags + \$1650 Seed	Yearly Application Rye Grass For Ballfields Along With Limited Bermuda And Bahia Seed Disbursement	30,000
4	Bermuda & Bahia Sod Moved Most Into Projects	Sod Replacement - Heavy Field Usage Requires Greater Sod Replacement	10,000
5	Mower Blades	Mower Replacement Blades	4,150
6	Chalk Ballfields \$325 x 20 Pesticides Chemicals In-house \$2750 x 12	Chalk For Increased Ballfield Usage Additional Chemical Care In-house For Fields, Common Areas, Medians And Areas Not Contracted	6,500 33,000
8	Clay Ballfields \$550 x 30	Clay Needs For Ballfields	16,500
9	Warning Track Stone \$500 x 10	Warning Track Stone Replacement	5,000
10	Hydretain Fields \$3500 Per Application x 3	Chemical To Help Retain Water Moisture And Reduce Water Loss	10,500
11	General Supplies For The Northwest Complex	Items From Public Services, Fire Renewal, Hand Tools, Lumber, Tools, Parts, Warehouse, Fence, Staff Boots-Clothing & General Supplies	20,000
12	Paint Ballfields \$2250 x 12	Paint For Increased Ballfield Usages	27,000
13	Irrigation Parts	Irrigating Parts & Repairs	12,500
14	Landscape Plants & Mulch	Plant Material Replacements. Perennial Flowers, Shrubs, Ornamentals & Mulch	4,500
15	Top Choice For Fields \$125 x 96 bags	Specific Once A Year Product For Ant And Mole Cricket Control	12,000
16	Top Dress Sand & Volleyball \$400 x 45	Field Sand Top Dressing And Volleyball	18,000
17	Turfage Conditioner \$400 x 24 Barricades for Events	Soil Conditioner For Clay Fields 50 Crowd Control Barricades	9,600 6,400
18	PROJECT 1 - Renovate AAC (2 Soccer Fields - Practices) & Williams Park (1 Field) - Replace 10,000 Sq. Ft Of Sod Per Field (Field 80x125)	To Provide A Quality And Safe Playing Field For Both Schedule Play And Practices	24,750

**CITY OF APOPKA
OPERATING BUDGET JUSTIFICATION FORM
FISCAL YEAR 2015-16**

Fund	<u>General Fund - 001</u>
Department	<u>Recreation - Athletic Complexes 3514-572</u>
Line Item #	<u>5200</u>
Line Item Description	<u>Operating Supplies</u>

Item	Description	Justification	Estimated Cost
19	PROJECT 2 - Grade Infield And Remove Lip Buildup Plus Replace Sod For The Little League Fields At The Northwest Complex	To Maintain Proper Ballfield Grade Plus Improve A Safer Play And Put The Infields Back To The Little League Standards	17,500
20	PROJECT 3 - Laser Level Ballfields 10 Laser Level At \$1000 4 Laser Level At \$750	Laser Leveling Promotes Both Better Quality Of Play And Safer Play	13,000
21	PROJECT 4 - Tree And Palm Trimming - Northwest Complex, Apopka Athletic Center And Williams Park	To Maintain And Perform Proper Arbor Culture Practices By Providing Proper Pruning For Well Over 200+ Large Trees And Over 75+ Palms	15,500
22	PROJECT 5 - Provide A City Wide Tree Canopy Historical Evaluation - List Of Our Tree Canopy From 10 Years Back To Present	Knowing And Comparing The City's Tree Canopy Can Provide A Future Tree Planting Guide/Plan	2,500
		<i>City Administrator's Adjustment</i>	<i>(45,000)</i>
			\$ 260,900

**CITY OF APOPKA
OPERATING BUDGET JUSTIFICATION FORM
FISCAL YEAR 2015-16**

Fund	<u>General Fund - 001</u>
Department	<u>Recreation - Athletic Complexes 3514-572</u>
Line Item #	<u>5216</u>
Line Item Description	<u>Tree Bank Expenditures</u>

Item	Description	Justification	Estimated Cost
1	Purchase And Install Trees For Northwest From \$50-\$250	Supply Trees For Shade, Wildlife, Erosion Control And Beautification <i>Funding provided by Tree Bank Reserves</i>	7,500

Total Cost	\$ 7,500
------------	----------

**CITY OF AOPKA
OPERATING BUDGET JUSTIFICATION FORM
FISCAL YEAR 2015-16**

Fund	<u>General Fund - 001</u>
Department	<u>Recreation - Athletic Complexes 3514-572</u>
Line Item #	<u>5250</u>
Line Item Description	<u>Fuel and Gasoline</u>

Item	Description	Justification	Estimated Cost
1	Tanks At Northwest Gas-4,300 Gallons x \$3.25 = 13,975 Diesel-2,600 Gallons x 3.50 = \$9,100	Fuel Tanks at Northwest usage for Equipment and Event for Athletics, Recreation and Other Divisions as needed	23,075
2	Vehicles - 3 1200 Gallons x \$3.25	City Usage Of Vehicles	3,900
		Centralized support function- HR	(4,975)

Total Cost		\$ 22,000
------------	--	-----------

**CITY OF APOPKA
OPERATING BUDGET JUSTIFICATION FORM
FISCAL YEAR 2015-16**

Fund	<u>General Fund - 001</u>
Department	<u>Recreation - Athletic Complexes 3514-572</u>
Line Item #	<u>5400</u>
Line Item Description	<u>Books, Publications & Subscriptions</u>

Item	Description	Justification	Estimated Cost
1	<i>Sports Turf Managers Association & Central Florida Sports Turf Managers Association-Mark/Sims</i>	<i>Membership For 2 Athletic Sports Turf Professionals</i>	270
2	<i>International Society of Arborists & Society of Municipal Arborist-Mark</i>	<i>Membership For Certified Arborist</i>	260
3	<i>Florida Parks And Recreation-Mark</i>	<i>Membership For Certified Professional</i>	160
4	<i>Florida Urban Forestry Council-Mark</i>	<i>Membership For City & Arborist</i>	125
5	<i>Irrigation Association Florida Irrigation Association-Mark/Brian</i>	<i>Membership For 2 Athletics Irrigation Professionals</i>	100
6	<i>Tree City USA & Friends Of Tree City USA-Apopka</i>	<i>City Membership</i>	85

Total Cost	\$ 1,000
------------	----------

**CITY OF AOPKA
OPERATING BUDGET JUSTIFICATION FORM
FISCAL YEAR 2015-16**

Fund	<u>General Fund - 001</u>
Department	<u>Recreation - Athletic Complexes 3514-572</u>
Line Item #	<u>5500</u>
Line Item Description	<u>Training</u>

Item	Description	Justification	Estimated Cost
1	Florida Recreation And Parks Association Parks Institute-Mark	Florida Recreation And Parks Professional To Maintain Certification - CEU's	250
2	Florida Recreation And Parks Association Conference-Mark	Florida Recreation And Parks Professional To Maintain Certification - CEU's	250
3	Local Florida Arboriculture & Forestry Conference-Mark	Maintain CEU's And Educational	200
4	Local Irrigation Conference-Brian/Mark	Maintain CEU's And Educational	200
5	Local Florida Vegetative Management Conference-Mark	Maintain CEU's And Educational	200
6	Turfgrass Programs/Classes-ALL	Maintain CEU's And Educational	150
7	Pesticide Programs/Classes-Mark/Sims/Greg	Maintain CEU's And Educational	150
8	Irrigation Programs/Classes-Mark/Brian/Sims	Maintain CEU's And Educational	150
9	Florida Parks And Recreation Renewal-Mark	Professional Certification	160
10	Arbor Certification Renewal-Mark	Professional Certification	150
11	Pesticide Renewals-Mark/Sims/Greg	Professional Certifications	125
12	Irrigation Renewal-Mark/Brian	Professional Certifications	125

Total Cost	\$ 2,110
------------	----------

**CITY OF AOPKA
OPERATING BUDGET JUSTIFICATION FORM
FISCAL YEAR 2015-16**

Fund	<u>General Fund - 001</u>
Department	<u>Recreation - Athletic Complexes 3514-572</u>
Line Item #	<u>6400</u>
Line Item Description	<u>Equipment & Machinery</u>

Item	Description	Justification	Estimated Cost
1	<i>Groundsmaster 7200 With Groomer, Toro</i>	<i>Unit For AAC To Maintain The Mowing And Spinning Of The Ballfields</i>	23,500
2	<i>Vacuum Versa Vac Unit, Toro</i>	<i>Replacing Over 20 Year Old Unit And To Meet Current Equipment Safety Standards</i>	25,500
3	<i>Pull down door for warehouse</i>	<i>The current door is in poor condition and is a safety and security liability</i>	4,600
4	<i>Reel Mower</i>	<i>New unit to cut ball fields in a more efficient and consistent manner</i>	53,500

Total Cost	\$ 107,100
-------------------	-------------------

PAGE LEFT INTENTIONALLY BLANK

**CITY OF APOPKA
RECREATION ATHLETICS**

LINE ITEM DETAIL

	<u>2014</u> <u>ACTUAL</u>	<u>2015</u> <u>BUDGET</u>	<u>2015</u> <u>ESTIMATE</u>	<u>2016</u> <u>REQUESTED</u>
PERSONNEL COSTS:				
1200 REGULAR SALARIES AND WAGES	321,386	333,700	259,939	362,370
1210 LONGEVITY PAY	1,153	1,430	1,430	1,605
1300 OTHER SALARIES AND WAGES	64,658	71,350	60,708	71,350
1400 OVERTIME	6,810	3,350	11,011	6,000
2100 F.I.C.A.	29,578	31,350	25,147	34,111
2200 RETIREMENT CONTRIBUTION	55,260	53,890	37,714	60,676
2300 LIFE AND HEALTH INSURANCE	57,780	61,260	61,260	80,705
2400 WORKERS COMPENSATION	8,400	8,400	8,400	20,623
Personnel Requested: Recreation Leader(2)				
Personnel Requested: Reclass Maint I to Maint II				
TOTAL	545,025	564,730	465,609	637,440
SUPPLIES AND OTHER SERVICES:				
3100 PROFESSIONAL SERVICES	10,646	16,400	16,400	-
3400 OTHER CONTRACTUAL SERVICES	39,434	53,630	53,630	64,548
4000 TRAVEL & PER DIEM	-	-	-	-
4100 COMMUNICATIONS	702	1,090	1,090	-
4200 FREIGHT & POSTAGE	740	1,390	1,390	700
4300 UTILITY SERVICES	180,033	182,660	182,660	181,900
4400 RENTALS & LEASES	1,890	2,000	2,000	4,000
4500 LIABILITY & CASUALTY INSURANCE	23,700	23,700	23,700	-
4600 REPAIR AND MAINTENANCE	45,723	48,710	45,710	30,000
4650 VEHICLE MAINTENANCE	6,220	6,600	6,600	6,500
4700 PRINTING CHARGES	27	900	900	-
5100 OFFICE SUPPLIES	3,572	5,855	5,855	5,000
5200 OPERATING SUPPLIES	106,225	124,000	105,000	104,579
5250 FUEL & GASOLINE	9,426	8,750	8,750	5,750
5400 BOOKS, PUBS, SUBS & MEMBERSHIPS	-	680	680	810
5500 TRAINING	1,295	1,500	1,500	2,000
TOTAL	429,633	477,865	455,865	405,787
CAPITAL OUTLAY:				
6200 BUILDINGS	-	-	-	-
6300 INFRASTRUCTURE	11,625	45,000	45,000	7,500
6400 EQUIPMENT	13,673	7,500	7,500	18,000
TOTAL	25,298	52,500	52,500	18,000 *
TOTAL COST	999,956	1,095,095	973,974	1,061,227

* Includes only equipment to be financed

**CITY OF APOPKA
RECREATION ATHLETICS**

MANPOWER ANALYSIS

NUMBER OF FULL-TIME/PART-TIME PERSONNEL

<u>POSITION</u>	<u>2013</u>	<u>2014</u>	<u>2015</u>
RECREATION MANAGER	1	1	1
LEAD RECREATION SPECIALIST	1	1	1
RECREATION SPECIALIST	1	1	1
SPORTS TOURNAMENT REC SPECIALIST	1	1	1
MAINTENANCE WORKER I	1	1	1
RECREATION LEADER II *	1	1	1
RECREATION LEADER I *	1	1	1
SECRETARY II	1	1	1
TOTAL	8	8	8

* -New Position Requested

CAPITAL OUTLAY

6200 - Building	\$ -
6300 - Infrastructure	
Concrete Pads for bleachers at Williams Park	7,500
	<u>\$ 7,500</u>
6400 - Equipment	
Ford Focus - replace 1995 Crown Vic	18,000
	<u>\$ 18,000</u>
Total Capital Outlay	\$ 25,500

**CITY OF APOPKA
STAFFING REQUEST FORM
FISCAL YEAR 2015-16**

Fund General Fund - 001
Department Recreation - Athletics 3612-572
Division _____

Position Title	Justification	FT / PT	Proposed Cost
Recreation Leader I	With park expansion and increase in activities and events, we need additional FT staff for park supervision	FT	47,795
<i>Reclassify Maint I PG 105 to Maint II PG 107</i>	<i>Employee has worked as Maint I for 9 yrs. He is pursuing additional training in order to advance in his position</i>	Promotion	2,074
<i>New Rec Leader I PG 107</i>	<i>to help cover expansion of the park - 4 additional soccer fields and 6 BB fields</i> City Administrator's Adjustment	FT	47,795 (47,795)

FT = Regular Full Time
 PT = Regular Part Time
 PTT = Temporary

ATTACH JOB DESCRIPTION TO THIS FORM

Coord: _____

**CITY OF AOPKA
OPERATING BUDGET JUSTIFICATION FORM
FISCAL YEAR 2015-16**

Fund	<u>General Fund - 001</u>
Department	<u>Recreation - Athletics</u>
Line Item #	<u>1300</u>
Line Item Description	<u>Other Salaries</u>

Item	Description	Justification	Estimated Cost
	<i>PT facility attendants 80 hrs. per week X 52 X 8.50/hr. (possibly hire additional 2 PT)</i>	<i>Used for weekend and evening activities events and tournaments to help maintain the facilities and supervise the park We will need additional PT hours to help cover the new field expansion and increased in events: OFOF, Christmas, Gospel, July 4th</i>	35,360
	<i>PT Park Rangers 60 hrs./wk. X 52 wks. X \$13 per hr.</i>	<i>For security & supervision of the park additional hrs. needed for increase in weekend activities and events</i>	40,560
		City Administrator's Adjustment	(4,570)

Total Cost	\$ 71,350
-------------------	------------------

**CITY OF APOPKA
OPERATING BUDGET JUSTIFICATION FORM
FISCAL YEAR 2015-16**

Fund	<i>General Fund - 001</i>
Department	<i>Recreation - Athletics</i>
Line Item #	<i>1400</i>
Line Item Description	<i>Overtime</i>

Item	Description	Justification	Estimated Cost
	<i>OT for FT staff 50 hrs. X 4 events X \$30 per hr.</i>	<i>Additional events at the amphitheater Increase in tournaments & weekend activities (it is difficult to adjust schedules to avoid OT because of daily activities in the park and set-up for events during the week prior) OFOF, Gospel fest, Christmas, July 4th</i>	<i>6,000</i>

Total Cost	\$ 6,000
-------------------	-----------------

**CITY OF AOPKA
OPERATING BUDGET JUSTIFICATION FORM
FISCAL YEAR 2015-16**

Fund	<u>General Fund - 001</u>
Department	<u>Recreation - Athletics</u>
Line Item #	<u>3100</u>
Line Item Description	<u>Professional Services</u>

Item	Description	Justification	Estimated Cost
	<i>Criminal Background Checks</i>		
	<i>24 FF Coaches</i>	<i>Background checks are required for all adults who work with youth programs.</i>	<i>1,200</i>
	<i>24 Asst. FF Coaches</i>	<i>Coaches are volunteers and the City pays</i>	<i>1,200</i>
	<i>88 Soccer coaches</i>	<i>basis (Cost is approx. \$50 each)</i>	<i>4,400</i>
	<i>88 ASST. Soccer Coaches</i>		<i>4,400</i>
	<i>New Hires</i>	<i>All new hires are required to be background checked</i>	
	<i>4 PT and 1 FT</i>		<i>250</i>
	<i>Summer Camp Counselors</i>	<i>background check required</i>	
	<i>Camp volunteers</i>		<i>16 X \$50</i>
		<i>5 X \$50</i>	<i>250</i>
		<i>Centralized support function - Police Dept</i>	<i>(12,500)</i>

Total Cost	\$	-
-------------------	-----------	----------

**CITY OF AOPKA
OPERATING BUDGET JUSTIFICATION FORM
FISCAL YEAR 2015-16**

Fund	<u>General Fund - 001</u>
Department	<u>Recreation - Athletics</u>
Line Item #	<u>3400</u>
Line Item Description	<u>Other Contractual Services</u>

Item	Description	Justification	Estimated Cost
	<i>Athletic Officials & fees</i>	Fees for game officials	
	<i>Umpires for Softball Programs</i>	<i>two umpires x 15 games per week X 40 wks. \$20 per game</i>	24,000
	<i>Annual ISA Team registration Fee</i>	<i>\$30 x 48 teams (paid once per team/per yr.)</i>	1,440
	<i>Seasonal Booking Agent fees</i>	<i>\$15/team X 24 teams X 4 seasons</i>	1,440
	<i>Soccer League Officials</i>	<i>U15 league 30 games X \$80 X 2 seasons</i>	4,800
		<i>U13 league 40 games X \$80 X 2 seasons</i>	6,400
		<i>U11 league 40 games X \$40 X 2 seasons</i>	3,200
		<i>U10 league 40 games X \$40 X 2 seasons</i>	3,200
		<i>U9 league 40 games X \$20 X 2 seasons</i>	1,600
		<i>U8 league 45 games X \$20 X 2 seasons</i>	1,800
		<i>U8 league 50 games X \$20 X 2 seasons</i>	2,000
	<i>Booking Agent fee \$25/team</i>		4,250
	<i>85 teams X 2 seasons</i>	<i>game officials</i>	
	<i>3 v 3 officials</i>	<i>24 games X \$15/game X 5 nights</i>	1,800
	<i>3 v 3 tournament</i>	<i>150 games X \$15 per game</i>	2,250
	<i>Flag football booking agent</i>	<i>Paid to agent who hires and schedules</i>	1,500
	<i>\$250 X 2 3 leagues</i>	<i>game officials</i>	
	<i>Flag football League Officials</i>	<i>48 games X \$50 game X 2 seasons</i>	4,228
	<i>Teen volleyball</i>	<i>Instructor fees 8 classes X 2 seasons X \$25/hr.</i>	640
		<i>There has been an increase in some fees - (in red) and also an increase in the number of teams playing</i>	

Total Cost	\$ 64,548
-------------------	------------------

**CITY OF AOPKA
OPERATING BUDGET JUSTIFICATION FORM
FISCAL YEAR 2015-16**

Fund	<u>General Fund - 001</u>
Department	<u>Recreation - Athletics</u>
Line Item #	<u>4100</u>
Line Item Description	<u>Communications Services</u>

Item	Description	Justification	Estimated Cost
	<i>Internet & Mail access (Admin)</i>	<i>3 at \$7.13/mo. X 12 months</i>	<i>260</i>
	<i>Athletics</i>	<i>5 at \$7.13/mo. X 12 months</i>	<i>430</i>
	<i>Activities</i>	<i>3 at \$7.13/mo. X 12 months</i>	<i>260</i>
		<i>Centralized support function-IT</i>	<i>(1,000)</i>
	<i>Long distance phone</i>	<i>phone interviews, out of state ordering, etc.</i>	<i>50</i>

Total Cost	\$	-
-------------------	-----------	----------

**CITY OF AOPKA
OPERATING BUDGET JUSTIFICATION FORM
FISCAL YEAR 2015-16**

Fund	<u>General Fund - 001</u>
Department	<u>Recreation - Athletics</u>
Line Item #	<u>4200</u>
Line Item Description	<u>Freight & Postage</u>

Item	Description	Justification	Estimated Cost
	<i>misc. mail</i>	<i>letters, flyers, etc.</i>	100
	<i>Bulk mail fees</i>	<i>athletics, soccer, Flag football,,etc..</i>	500
	<i>Bulk Mail renewal fee</i>	<i>allows us to send bulk mail at reduced postage rates</i>	190
	<i>Sr activity calendar</i>	<i>Mailed bi-monthly 6 mo. X \$100/month</i>	600
		<i>City Administrator's Adjustment</i>	(590)

Total Cost	\$	700
-------------------	----	------------

**CITY OF AOPKA
OPERATING BUDGET JUSTIFICATION FORM
FISCAL YEAR 2015-16**

Fund	<u>General Fund - 001</u>
Department	<u>Recreation - Athletics</u>
Line Item #	<u>4300</u>
Line Item Description	<u>Utility Services</u>

Item	Description	Justification	Estimated Cost
	<i>Water, Sewer, Sanitation</i>	<i>Dog park irrigation meter</i>	<i>5,000</i>
		<i>dog park fountain meter</i>	<i>100</i>
		<i>FCC grounds building</i>	<i>300</i>
		<i>FCC irrigation</i>	<i>2,000</i>
		<i>FCC Rec bldg.</i>	<i>3,500</i>
		<i>Edwards Field</i>	<i>100</i>
		<i>Racquetball</i>	<i>100</i>
		<i>AAC Field irrigation</i>	<i>1,000</i>
		<i>AAC Operations building</i>	<i>2,000</i>
		<i>Williams Park field irrigation</i>	<i>2,000</i>
		<i>Williams Park Rec Center</i>	<i>2,000</i>
		<i>NWRC Amp. & Concession</i>	<i>1,000</i>
		<i>Fence Meter @ NW water plant</i>	<i>17,000</i>
		<i>LL office & concession</i>	<i>1,000</i>
		<i>Rec office & concession</i>	<i>800</i>
		<i>Volleyball shower</i>	<i>100</i>
		<i>Maint bldg. & Restrooms & irrigation meter</i>	<i>9,000</i>
	<i>Electrical FCC</i>	<i>FCC & KLNP</i>	<i>13,000</i>
		<i>McBride house</i>	<i>200</i>
		<i>McBride & Dog Park Outside lights</i>	<i>1,000</i>
		<i>Forest aver - outlets for food vendors</i>	
		<i>(Fair & Foliage Festival)</i>	<i>500</i>
		<i>Highland Avenue Lights - near grandstand</i>	<i>3,000</i>
		<i>Tennis courts at KLNP</i>	<i>2,000</i>
	<i>Electrical NWRC</i>	<i>Rock Springs Ridge Pump area</i>	<i>20,000</i>
		<i>NWRC Baseball lights</i>	<i>17,000</i>
		<i>NWRC Soccer lights</i>	<i>15,000</i>
		<i>LL operations building</i>	<i>4,500</i>
	<i>Electrical NWRC</i>	<i>South concession</i>	<i>2,000</i>
		<i>Reclaimed pump station</i>	<i>200</i>
		<i>Operations building NWRC</i>	<i>8,000</i>
		<i>Softball field lights</i>	<i>9,000</i>
		<i>Tennis & BB lights</i>	<i>2,200</i>
		<i>Football & N. Soccer fields</i>	<i>8,000</i>
		<i>Pop Warner Press Box</i>	<i>200</i>
		<i>Pop Warner building</i>	<i>4,000</i>
		<i>Amphitheater & Concession</i>	<i>10,000</i>
		<i>pond restroom</i>	<i>600</i>
	<i>Electrical AAC</i>	<i>Ball field lights</i>	<i>6,000</i>

**CITY OF APOPKA
OPERATING BUDGET JUSTIFICATION FORM
FISCAL YEAR 2015-16**

Fund	<u>General Fund - 001</u>
Department	<u>Recreation - Athletics</u>
Line Item #	<u>4300</u>
Line Item Description	<u>Utility Services</u>

Item	Description	Justification	Estimated Cost
	<i>Electrical Williams Park</i>	<i>AAC operations building</i>	<i>3,000</i>
		<i>Operations building</i>	<i>3,000</i>
		<i>Field & BB lights</i>	<i>2,000</i>
	<i>KLNP electrical</i>	<i>Christmas lights in park</i>	<i>500</i>

Total Cost	\$ 181,900
-------------------	-------------------

**CITY OF APOPKA
OPERATING BUDGET JUSTIFICATION FORM
FISCAL YEAR 2015-16**

Fund	<u>General Fund - 001</u>
Department	<u>Recreation - Athletics</u>
Line Item #	<u>4400</u>
Line Item Description	<u>Rentals and Leases</u>

Item	Description	Justification	Estimated Cost
	<i>Lift for ball field lights and amphitheater roof cleaning</i>	<i>cannot reach with ladder- safety hazard 1 time per year for roof cleaning and 1 additional rental for ball field light changes for NWRC, AAC, & WilliamPark Approximately \$2000 each rental</i>	<i>4,000</i>

Total Cost	\$ 4,000
-------------------	-----------------

**CITY OF APOPKA
OPERATING BUDGET JUSTIFICATION FORM
FISCAL YEAR 2015-16**

Fund	<u>General Fund - 001</u>
Department	<u>Recreation - Athletics</u>
Line Item #	<u>4500</u>
Line Item Description	<u>Liability & Casualty Insurance</u>

Item	Description	Justification	Estimated Cost
	<i>Liability insurance</i>	<i>per finance last year</i> <i>centralized support function - HR</i>	<i>23,700</i> <i>(23,700)</i>

Total Cost	\$	-
-------------------	-----------	----------

**CITY OF AOPKA
OPERATING BUDGET JUSTIFICATION FORM
FISCAL YEAR 2015-16**

Fund	<u>General Fund - 001</u>
Department	<u>Recreation - Athletics</u>
Line Item #	<u>4600</u>
Line Item Description	<u>Repair and Maintenance - Bldg. & Equip</u>

Item	Description	Justification	Estimated Cost
1	Copiers	FCC copier contract \$84 X 12 months	1,008
		copy fee 150,000 X .0079	1,185
		NWRC copier contract \$134 X 12 months	1,608
		Additional fee for staples	200
2	Pest Control	AAC \$40 per quarter	160
		Amp. & Concession \$100 per quarter	400
		FCC \$145 per quarter	580
		Little League building \$50 quarter	200
		NWRC Operations \$75 quarter	300
		Pop Warner Bldg. \$30 quarter	120
		Racquetball Courts \$25 quarter	100
		Williams Park \$25 quarter	100
4	Fire Extinguishers	annual check & recharge fees	500
5	Termite Bond		425
6	Pavilion repairs NWRC	paint & repairs for pavilions	2,000
7	Microsoft Software	11 computers X \$175	1,925
		<i>centralized support function - IT</i>	<i>(1,925)</i>
8	Paint	For NW operations buildings	1,500
9	Bulbs & ballast replacements	for ball fields and operations buildings	15,000
10	amphitheater	roof cleaning	2,000
11	NW sewage system	pump repairs	2,000
12	Playground NWRC	repairs & maintenance	3,500
13	Soccer goal repairs	welding, etc.	2,000
14	thorguard lightning	annual service & maintenance	800
15	Thorguard	replacement parts & sensors	1,000
		Toilets, sinks for blue warehouse	500
16	AAC Maint & Repairs	Ball field Maint. & Dug-out repairs	3,000
17	FCC/RB	RB & FCC building lights replace	500
18		Strip & wax floors at FCC bi-annually	2,000
18		<i>City Administrator's Adjustment</i>	<i>(12,686)</i>
Total Cost			\$ 30,000

**CITY OF APOPKA
OPERATING BUDGET JUSTIFICATION FORM
FISCAL YEAR 2015-16**

Fund	<u>General Fund - 001</u>
Department	<u>Recreation - Athletics</u>
Line Item #	<u>4650</u>
Line Item Description	<u>Vehicle Maintenance</u>

Item	Description	Justification	Estimated Cost
	<i>vehicle maintenance & repairs</i>	<i>1 truck, 1 car, 4 gators Preventive Maint, tires, lights, wiper blades, misc. repairs</i>	<i>6,500</i>

Total Cost	\$	6,500
------------	----	-------

**CITY OF APOPKA
OPERATING BUDGET JUSTIFICATION FORM
FISCAL YEAR 2015-16**

Fund	<u>General Fund - 001</u>
Department	<u>Recreation - Athletics</u>
Line Item #	<u>5100</u>
Line Item Description	<u>Office Supplies</u>

Item	Description	Justification	Estimated Cost
	<i>paper & ink NWRC</i>	<i>copy paper 8.5 X 11</i>	<i>2,000</i>
		<i>8.5 X 14</i>	<i>500</i>
		<i>Active net ribbons & receipt paper</i>	<i>500</i>
		<i>Printer toner (Mark)</i>	<i>500</i>
		<i>pens, pencils, memo pads</i>	<i>300</i>
		<i>paper clips, tape, staples,</i>	
		<i>colored paper 8.5 X 11 for flyers</i>	<i>1,000</i>
		<i>card stock for 5K numbers, etc.</i>	<i>200</i>

Total Cost	\$ 5,000
-------------------	-----------------

**CITY OF AOPKA
OPERATING BUDGET JUSTIFICATION FORM
FISCAL YEAR 2015-16**

Fund	<u>General Fund - 001</u>
Department	<u>Recreation - Athletics</u>
Line Item #	<u>5200</u>
Line Item Description	<u>Operating Supplies</u>

Item	Description	Justification	Estimated Cost
	<i>General supplies NWRC, AAC Dog Park, William Park</i>	<i>Dog Sanitation supplies</i>	<i>2,000</i>
		<i>First Aid supplies - Band-Aids, icepacks</i>	<i>500</i>
		<i>tools & hardware for maint. & repairs</i>	<i>1,200</i>
		<i>Janitorial Supplies- for daily cleaning of restrooms & operational buildings</i>	<i>2,000</i>
		<i>Mulch for playground NWRC</i>	<i>2,100</i>
		<i>Mulch for playground KLNP & WP</i>	<i>2,100</i>
		<i>Radio batteries 6 @ \$90</i>	<i>540</i>
		<i>Sand for AAC & Lake Ave playgrounds</i>	<i>1,400</i>
		<i>Toilet tissue 2.5 cases/wk. X 52 X \$45</i>	<i>5,850</i>
		<i>Trash Cans to replace broken & add more</i>	<i>2,000</i>
	<i>Maint.. Supplies NWRC</i>	<i>For misc. building repairs</i>	<i>500</i>
		<i>Light bulbs for NWRC buildings</i>	<i>400</i>
	<i>building Supplies & equipment</i>	<i>Facility signs - replace worn or broken</i>	<i>2,000</i>
		<i>Hand soap \$52 case X 2 cases /mo.</i>	<i>1,872</i>
		<i>Paper towels 2 case/wk. X \$30 X 52</i>	<i>3,120</i>
		<i>Electric Hand dryers to replace paper towel 8 hand dryers @ \$400 each plus \$200 each installation</i>	<i>4,800</i>
		<i>Restroom air fresheners</i>	<i>500</i>
		<i>Trash can liners 2 case/wk. X \$38 X 52</i>	<i>3,500</i>
	<i>Activities Adult kickball</i>	<i>equipment - balls</i>	<i>100</i>
		<i>tee shirts 20 shirts X 2 seasons X \$16</i>	<i>1,280</i>
		<i>Trophies 1st & 2nd place for 2 seasons (\$40-\$45 each)</i>	<i>175</i>
	<i>Adult Softball</i>	<i>20 shirts X 6 leagues X 4 seasons X \$16</i>	<i>7,860</i>
		<i>game equipment</i>	<i>1,500</i>
		<i>Trophies 1st & 2nd X 6 leagues X 4 seasons (\$40-\$45 each)</i>	<i>2,040</i>
	<i>Soccer league equipment</i>	<i>Field marking paint 50 cases X \$50</i>	<i>2,500</i>
		<i>Soccer balls</i>	<i>250</i>
		<i>Soccer goals - replacement nets</i>	<i>2,000</i>
		<i>zip ties & clips for soccer nets</i>	<i>500</i>
		<i>soccer nets 20 X \$100</i>	<i>2,000</i>
	<i>Soccer uniforms</i>	<i>U5 14 teams X 8 kids X 2 seasons X \$17</i>	<i>3,808</i>
		<i>U6 14 teams X 8 kids X 2 seasons X \$17</i>	<i>3,808</i>
		<i>U7 12 teams X 11 kids X 2 seasons X \$17</i>	<i>4,488</i>
		<i>U8 10 teams X 13 kids X 2 \$17</i>	<i>4,420</i>
		<i>U9 8 teams X 14 kids X 2 \$17</i>	<i>3,808</i>

**CITY OF AOPKA
OPERATING BUDGET JUSTIFICATION FORM
FISCAL YEAR 2015-16**

Fund	<u>General Fund - 001</u>
Department	<u>Recreation - Athletics</u>
Line Item #	<u>5200</u>
Line Item Description	<u>Operating Supplies</u>

Item	Description	Justification	Estimated Cost
		U10 8 teams X 15 kids X 2 \$17	4,080
		U11 8 teams X 15 kids X 2 \$17	4,080
		U13 8 teams X 16 kids X 2 \$17	4,352
		U15 6 teams X 16 kids X 2 \$17	3,264
		Coach & Asst. Coach shirts: 176 shirts X 2 seasons X \$9	3,168
	Soccer Trophies	1st place 62 trophies X 2 \$7	868
		participation trophies 800/2 seasons X \$5	8,000
		2nd place 62 trophies X 2 \$7	868
		Team mom plaques 88 X 2 seasons X \$6	1,056
	Facility & Grounds supplies	Portable fencing for tournaments, etc.	1,500
		Windscreens	3,000
		portable mounds 2 replacements @ \$1300	2,600
	Flag football equipment	Flags, Balls, Etc.	300
	uniforms	12 teams X 10 kids X 2 seasons X \$17	4,080
	trophies	(1st) 3 teams X 10/kids X 2 seasons X\$7	420
		participation 12 teams X 10 kids X \$5 X 2 seasons	1,200
		(2nd) 3 teams X 10/kids X 2 seasons X\$7	420
	BB & Volleyball	Replacement nets	1,000
	Holiday Decorations	Entrance & building decorations	500
	new soccer & baseball fields	player benches for soccer 8 @ \$250	2,000
		Soccer goals 4 sets @ \$2100 each	8,400
		portable mounds for baseball fields	
		6 @ \$1300 each	7,800
		Battysack (bat holders) 12 @ \$85	1,020
		Benches for dug-outs 12 @\$518	6,216
		yellow fence crown 11 rolls A \$210 each	2,310
		12 foul poles @ \$4 each	48
		6 backstop pads @ \$385	2,310
		pitcher protectors 11 @ \$260	2,800
		(Additional equipment for new fields to be built this year is highlighted: total is \$31104)	
		<i>City Administrator's Adjustment</i>	<i>(50,000)</i>

Total Cost	\$ 104,579
-------------------	-------------------

**CITY OF APOPKA
OPERATING BUDGET JUSTIFICATION FORM
FISCAL YEAR 2015-16**

Fund	<u>General Fund - 001</u>
Department	<u>Recreation - Athletics</u>
Line Item #	<u>5250</u>
Line Item Description	<u>Fuel and Gasoline</u>

Item	Description	Justification	Estimated Cost
	<i>Fuel</i>	<i>For Rec vehicles 3000 gal @ \$3.25/gal</i>	<i>9,750</i>
		<i>City Administrator's Adjustment</i>	<i>(4,000)</i>

Total Cost	\$ 5,750
-------------------	-----------------

**CITY OF AOPKA
OPERATING BUDGET JUSTIFICATION FORM
FISCAL YEAR 2015-16**

Fund	<u>General Fund - 001</u>
Department	<u>Recreation - Athletics</u>
Line Item #	<u>5400</u>
Line Item Description	<u>Books, Publications & Subscriptions</u>

Item	Description	Justification	Estimated Cost
	<i>Costco</i>	<i>card used for camp & events by all depts.</i>	<i>150</i>
	<i>Florida Recreation & Park Assoc</i>	<i>membership dues 3 @ \$160 Rhonda, Darko, Brian W.</i>	<i>480</i>
	<i>Notary</i>	<i>annual fee(Cindy)</i>	<i>180</i>

Total Cost	\$	810
-------------------	-----------	------------

**CITY OF APOPKA
OPERATING BUDGET JUSTIFICATION FORM
FISCAL YEAR 2015-16**

Fund	<u>General Fund - 001</u>
Department	<u>Recreation - Athletics</u>
Line Item #	<u>5500</u>
Line Item Description	<u>Training</u>

Item	Description	Justification	Estimated Cost
	<i>playground safety course</i>	<i>needed for playground inspections</i>	<i>550</i>
	<i>Florida Recreation & Park Assoc</i>	<i>conference & local trainings for rec employees (Brian W.)</i>	<i>950</i>
	<i>misc. training</i>	<i>for maint. staff To improve skills & knowledge (Eric)</i>	<i>500</i>

Total Cost	\$ 2,000
-------------------	-----------------

**CITY OF AOPKA
OPERATING BUDGET JUSTIFICATION FORM
FISCAL YEAR 2015-16**

Fund	<u>General Fund - 001</u>
Department	<u>Recreation - Athletics</u>
Line Item #	<u>6200</u>
Line Item Description	<u>Buildings</u>

Item	Description	Justification	Estimated Cost
	<i>Renovate house on NWRC property</i>	<i>the house on NWRC property needs improvement to the electrical & plumbing then it could be used for Bar-be-que judges and other events</i>	<i>40,000</i>
		<i>City Administrator's Adjustment</i>	<i>(40,000)</i>

Total Cost	\$	-
-------------------	-----------	----------

**CITY OF AOPKA
OPERATING BUDGET JUSTIFICATION FORM
FISCAL YEAR 2015-16**

Fund	<u>General Fund - 001</u>
Department	<u>Recreation - Athletics</u>
Line Item #	<u>6300</u>
Line Item Description	<u>Infrastructure</u>

Item	Description	Justification	Estimated Cost
	<i>bleachers for new BB fields</i>	<i>12 sets @ 4400</i>	<i>52,800</i>
	<i>Williams Park Concrete pads for bleachers</i>	<i>City Administrator's Adjustment Concrete slabs to be placed under existing bleachers at Williams Park will be safer, cleaner & easier to maintain</i>	<i>(52,800)</i> <i>7,500</i>

Total Cost	\$ 7,500
-------------------	-----------------

**CITY OF APOPKA
OPERATING BUDGET JUSTIFICATION FORM
FISCAL YEAR 2015-16**

Fund	<u>General Fund - 001</u>
Department	<u>Recreation - Athletics</u>
Line Item #	<u>6400</u>
Line Item Description	<u>Equipment & Machinery</u>

Item	Description	Justification	Estimated Cost
	<i>John Deer Gators</i>	<i>for park supervision - when we are fully staffed for large tournaments & events we do not have enough vehicles and employees are forced to ride together limiting effective supervision</i>	
		<i>2 @ \$6500 State contract price</i>	<i>13,000</i>
		<i>City Administrator's Adjustment</i>	<i>(13,000)</i>
	<i>Ford Focus</i>	<i>to replace 1995 crown victoria</i>	<i>18,000</i>

Total Cost	\$ 18,000
-------------------	------------------

**CITY OF APOPKA
RECREATION PROGRAMS**

LINE ITEM DETAIL

	<u>2014</u>	<u>2015</u>	<u>2015</u>	<u>2016</u>
	<u>ACTUAL</u>	<u>BUDGET</u>	<u>ESTIMATE</u>	<u>REQUESTED</u>
PERSONNEL COSTS:				
1200 REGULAR SALARIES AND WAGES	161,704	167,300	167,300	169,813
1210 LONGEVITY PAY	883	1,060	1,668	845
1300 OTHER SALARIES AND WAGES	55,699	75,850	65,821	71,650
1400 OVERTIME	4,200	3,960	3,960	4,200
2100 F.I.C.A.	15,817	18,980	18,980	18,858
2200 RETIREMENT CONTRIBUTION	28,014	27,430	26,819	28,677
2300 LIFE AND HEALTH INSURANCE	28,860	30,600	30,600	40,352
2400 WORKERS COMPENSATION	4,800	4,800	4,800	11,458
TOTAL	299,977	329,980	319,948	345,853
SUPPLIES AND OTHER SERVICES:				
3100 PROFESSIONAL SERVICES	(87)	-	-	17,000
4100 COMMUNICATIONS	-	-	-	-
4200 FREIGHT & POSTAGE	55	50	50	-
4400 RENTALS & LEASES	140	200	200	500
4500 LIABILITY & CASUALTY INSURANCE	3,000	3,000	3,000	-
4600 REPAIR AND MAINTENANCE	105,504	-	-	-
4650 VEHICLE MAINTENANCE	600	1,200	1,200	1,000
4700 PRINTING SERVICES	-	4,300	4,300	-
4800 PROMOTIONAL ADVERTISING	-	500	500	1,200
5200 OPERATING SUPPLIES	46,340	60,700	60,700	99,957
5250 FUEL & GASOLINE	339,570	250,000	250,000	-
5400 BOOKS, PUBS, SUBS & MEMBERSHIPS	24,092	-	-	520
5500 TRAINING	-	-	-	420
TOTAL	519,214	319,950	319,950	120,597
CAPITAL OUTLAY:				
6200 BUILDINGS	-	-	-	-
6400 EQUIPMENT	7,120	-	-	120,000
TOTAL	7,120	-	-	60,000 *
TOTAL COST	826,311	649,930	639,898	526,450

* Includes only equipment to be financed

**CITY OF APOPKA
RECREATION PROGRAMS**

MANPOWER ANALYSIS

NUMBER OF FULL-TIME/PART-TIME PERSONNEL

<u>POSITION</u>	<u>2014</u>	<u>2015</u>	<u>2016</u>
RECREATION MANAGER	1	1	1
RECREATION SPECIALIST	1	1	1
RECREATION LEADER I	1	1	1
MAINTENANCE WORKER II	1	1	1
TOTAL	4	4	4

CAPITAL OUTLAY

6200 - Building	\$ -
6300 - Infrastructure	\$ -
6400 - Equipment	
School Bus - replace 25+ year old buses	\$ 120,000
	\$ 120,000
Total Capital Outlay	\$ 120,000

**CITY OF AOPKA
OPERATING BUDGET JUSTIFICATION FORM
FISCAL YEAR 2015-16**

Fund	<u>General Fund - 001</u>
Department	<u>Recreation - Activities & Civic Events 3613-572</u>
Line Item #	<u>1300</u>
Line Item Description	<u>Other Salaries</u>

Item	Description	Justification	Estimated Cost
	<i>Dance instructors</i>	<i>Dance instructors 2 @ 15.00/hr. X 8 hrs. per week X 20 weeks (2 -10 wk. sessions) skilled instructors for youth dance program</i>	<i>4,800</i>
	<i>PT facility attendant</i>	<i>for weekend rental supervision and evening activities at FCC \$9.25 hr. 20 hrs. per week X 50 weeks</i>	<i>9,250</i>
	<i>Day camp counselors</i>	<i>WP & FCC 16 X 9.00 avg X 10 wks. @ 40 hrs.</i>	<i>57,600</i>

Total Cost	\$ 71,650
-------------------	------------------

**CITY OF APOPKA
OPERATING BUDGET JUSTIFICATION FORM
FISCAL YEAR 2015-16**

Fund	<u>General Fund - 001</u>
Department	<u>Recreation - Activities & Civic Events 3613-572</u>
Line Item #	<u>1400</u>
Line Item Description	<u>Overtime</u>

Item	Description	Justification	Estimated Cost
	OT for city events	Christmas parade, winter wonderland, Egg Hunt, 5ks, Other city special events OFOF, Gospel, Christmas, July 4th 2 employees @ 40 hrs. each @ \$30/hr.	2,400
	OT for monthly Food Truck Events	1 employee @5 hrs/mo X 12 months @ \$30	1,800

Total Cost	\$ 4,200
-------------------	-----------------

**CITY OF APOPKA
OPERATING BUDGET JUSTIFICATION FORM
FISCAL YEAR 2015-16**

Fund	<u>General Fund - 001</u>
Department	<u>Recreation - Activities & Civic Events 3613-572</u>
Line Item #	<u>3100</u>
Line Item Description	<u>Professional Services</u>

Item	Description	Justification	Estimated Cost
	<i>Recreation Impact Fee Study</i>	<i>The Recreation Impact Fee has not been updated for over 15 years</i>	<i>17,000</i>

Total Cost	\$ 17,000
-------------------	------------------

**CITY OF AOPKA
OPERATING BUDGET JUSTIFICATION FORM
FISCAL YEAR 2015-16**

Fund	<u>General Fund - 001</u>
Department	<u>Recreation - Activities & Civic Events 3613-572</u>
Line Item #	<u>4400</u>
Line Item Description	<u>Rentals and Leases</u>

Item	Description	Justification	Estimated Cost
	<i>portolets</i>	<i>rentals for memorial day and Halloween events at \$250 each</i>	<i>500</i>

Total Cost	\$	500
-------------------	-----------	------------

**CITY OF APOPKA
OPERATING BUDGET JUSTIFICATION FORM
FISCAL YEAR 2015-16**

Fund	<u>General Fund - 001</u>
Department	<u>Recreation - Activities & Civic Events 3613-572</u>
Line Item #	<u>4650</u>
Line Item Description	<u>Vehicle Maintenance</u>

Item	Description	Justification	Estimated Cost
	<i>general preventive maintenance</i>	<i>2 buses, 2 vans, 1 car, 1 golf cart</i>	<i>1,000</i>

Total Cost	\$ 1,000
-------------------	-----------------

**CITY OF APOPKA
OPERATING BUDGET JUSTIFICATION FORM
FISCAL YEAR 2015-16**

Fund	<u>General Fund - 001</u>
Department	<u>Recreation - Activities & Civic Events 3613-572</u>
Line Item #	<u>4700</u>
Line Item Description	<u>Printing Services</u>

Item	Description	Justification	Estimated Cost
	<i>Activity calendar</i>	<i>take home calendar for students with rec activities distribute to schools City Administrator's Adjustment</i>	<i>4,000 (4,000)</i>

Total Cost	\$	-
-------------------	-----------	----------

**CITY OF APOPKA
OPERATING BUDGET JUSTIFICATION FORM
FISCAL YEAR 2015-16**

Fund	<u>General Fund - 001</u>
Department	<u>Recreation - Activities & Civic Events 3613-572</u>
Line Item #	<u>4800</u>
Line Item Description	<u>Promotional Advertising</u>

Item	Description	Justification	Estimated Cost
	ads in Apopka Chief	Egg Hunt, Memorial day, Halloween, Camp @ \$300 each	1,200

Total Cost	\$ 1,200
------------	----------

**CITY OF AOPKA
OPERATING BUDGET JUSTIFICATION FORM
FISCAL YEAR 2015-16**

Fund General Fund - 001
Department Recreation - Activities & Civic Events 3613-
Line Item # 572
Line Item Description 5200
Operating Supplies

Item	Description	Justification	Estimated Cost
	Radio batteries	2 @ 90	180
	magnetic signs	Christmas Parade re-letter 30 @ \$15 each	450
		new sets 4 @ \$90 each set	360
	Sr Health Fair	paper goods, refreshments table cloths	100
	WP Fun Day	moonwalk, food, games & prizes	250
		for FCC and WP senior citizens; 1	
	Holiday lunches	Thanksgiving & 1 Christmas lunch	300
		reimbursed by seniors for day trips; 6 trips @	
	Sr. trip fees	\$25 each X 20 participants	3,000
		coffee, tea, creamer, sugar, paper goods,	
	Sr program supplies	popcorn, movie rentals, etc.	250
	Dance program	tee shirts 2 sessions @ 75 kids X \$8	1,200
		music & props for performances	100
	Halloween Event	Movie rental & licensing fees	400
		Balloon artist	150
		face painter	150
		puppeteer	150
		inflatable screen rental with attendant	400
		bounce houses 2 @ 200	400
		prizes, decorations, etc.	200
	5K runs	100 shirts X \$9 X 2 events	1,800
		snacks, prizes & water	400
		Misc. supplies	100
	winter wonderland	snow liquid for machines	-
		entertainment & decorations	400
	Easter egg hunts FCC & WP	12,000 eggs @ \$140 per 1000 pre-stuffed	1,680
		Easter baskets& prizes	500
		Supplies - water, flagging tape, etc.	100
	Memorial Day	Bagpiper	200
		Dove release	200
		Refreshments	100
		paper for programs	100
		t-shirts for FCC (120 kids) & WP (30	
		kids)plus 50 extra for drop-ins and those	
	Day Camp FCC	ordering 2 shirts = 200 @ \$9 each	1,800
		Staff tees 16 seasonal & 3 FT x 5 shirts each	
		X \$9	855
		whistles, clipboards, lanyards,	100

**CITY OF AOPKA
OPERATING BUDGET JUSTIFICATION FORM
FISCAL YEAR 2015-16**

Fund General Fund - 001
Department Recreation - Activities & Civic Events 3613-
Line Item # 572
Line Item Description 5200
Operating Supplies

Item	Description	Justification	Estimated Cost
		<i>trip fees for chaperones 20 X 4 staff X \$20; (excludes comp admissions)</i>	1,600
	<i>Children's trip fees</i>	<i>Arts & craft supplies, balls, board games, cooking supplies, event supplies, training supplies for counselor training, 100 kids & 30 WP X \$15/trip X 10 wks.</i>	2,250 19,500
	<i>Williams park camp & program supplies</i>	<i>holiday camps 30 kids @ \$15/wk. X 3 wks. Balls, hoola hoops, board games, cooking & event supplies, craft supplies</i>	1,350 700
	<i>Office chairs</i>	<i>WP supplies for after school activities paper, markers, crayons, books, balls, games, etc. for tutoring, etc.</i>	500
	<i>Tennis & Walleyball KLNP</i>	<i>2 New for FCC 1 For WP to replace worn/broken ones</i>	450
		<i>Tennis nets 2 @ \$100 each</i>	200
		<i>Walleyball nets 1 @ \$100 each</i>	100
		<i>Tennis Net straps 6 @ \$7</i>	42
		<i>Walleyballs 2 @ \$20 each</i>	40
	<i>Paint</i>	<i>FCC, WP, AAC, Playgrounds, grandstands</i>	3,000
	<i>2 New Water fountains WP</i>	<i>To replace existing pipes with fountains</i>	1,000
	<i>playground parts</i>	<i>KLNP, AAC & WP playgrounds</i>	2,500
	<i>RB courts</i>	<i>Pressure wash & seal</i>	2,000
	<i>Tables FCC</i>	<i>6 aluminum to replace broken ones</i>	1,800
	<i>chairs FCC</i>	<i>200 chairs @ \$20 each to replace existing</i>	4,000
	<i>Facility signs</i>	<i>KLNP, dog park, WP, AAC</i>	1,000
	<i>Employee uniforms</i>	<i>10 FT employees @ \$100 each</i>	1,000
		<i>7 PT employees @ \$50 each</i>	350
		<i>boots for Maint workers</i>	200
	<i>Electrical Service</i>	<i>Upgrade and make permanent the electrical service availability for events such as the BBQ cook off at OFOF at the NWRC</i>	40,000

Total Cost	\$ 99,957
-------------------	------------------

**CITY OF AOPKA
OPERATING BUDGET JUSTIFICATION FORM
FISCAL YEAR 2015-16**

Fund	<u>General Fund - 001</u>
Department	<u>Recreation - Activities & Civic Events 3613-572</u>
Line Item #	<u>5400</u>
Line Item Description	<u>Books, Publications & Subscriptions</u>

Item	Description	Justification	Estimated Cost
	<i>Florida Recreation & Park Assoc</i>	<i>2 memberships @ \$160 each</i>	<i>320</i>
	<i>CEU fees 2 @ \$100 each</i>	<i>Lorena & Glendine</i>	<i>200</i>

Total Cost	\$	520
-------------------	-----------	------------

**CITY OF APOPKA
OPERATING BUDGET JUSTIFICATION FORM
FISCAL YEAR 2015-16**

Fund	<u>General Fund - 001</u>
Department	<u>Recreation - Activities & Civic Events 3613-572</u>
Line Item #	<u>5500</u>
Line Item Description	<u>Training</u>

Item	Description	Justification	Estimated Cost
	<i>Florida Recreation & Park Assoc</i>	<i>state conference 1 full registration</i>	<i>220</i>
		<i>2 daily registrations</i>	<i>200</i>
		<i>Lorena, Glendine & Sandra</i>	

Total Cost	\$	420
-------------------	-----------	------------

**CITY OF AOPKA
OPERATING BUDGET JUSTIFICATION FORM
FISCAL YEAR 2015-16**

Fund	<u>General Fund - 001</u>
Department	<u>Recreation - Activities & Civic Events 3613-572</u>
Line Item #	<u>6400</u>
Line Item Description	<u>Equipment & Machinery</u>

Item	Description	Justification	Estimated Cost
	<i>Used School bus or smaller bus new bus (2)</i>	<i>to replace, unit 39-0681, older of the existing buses used for youth camps and senior trips - our existing buses are 25-31 years old</i>	<i>120,000</i>

Total Cost	\$ 120,000
-------------------	-------------------

**CITY OF APOPKA
COMMUNITY DEVELOPMENT**

LINE ITEM DETAIL

	<u>2014</u>	<u>2015</u>	<u>2015</u>	<u>2016</u>
	<u>ACTUAL</u>	<u>BUDGET</u>	<u>ESTIMATE</u>	<u>REQUESTED</u>
PERSONNEL COSTS:				
1200 REGULAR SALARIES AND WAGES	519,968	568,360	480,550	580,433
1210 LONGEVITY PAY	1,853	2,140	2,140	2,213
1400 OVERTIME	-	-	-	-
2100 F.I.C.A.	37,420	43,650	33,031	44,572
2200 RETIREMENT CONTRIBUTION	87,528	90,825	67,644	95,554
2300 LIFE AND HEALTH INSURANCE	62,370	66,150	66,151	90,303
2400 WORKERS COMPENSATION	7,800	7,800	7,800	8,223
2500 UNEMPLOYMENT COMPENSATION	-	10,000	-	-
Personnel Requested: Planner I				
Personnel Requested: Secretary I				-
TOTAL	716,939	788,925	657,316	821,297
SUPPLIES AND OTHER SERVICES:				
3100 PROFESSIONAL SERVICES	329,640	265,000	529,000	400,000
3400 OTHER CONTRACTUAL SERVICES	139,107	-	6,000	-
4000 TRAVEL & PER DIEM	-	-	-	2,000
4100 COMMUNICATIONS	98	1,120	1,100	-
4200 FREIGHT & POSTAGE	819	1,200	1,200	2,400
4500 LIABILITY & CASUALTY INSURANCE	6,000	6,000	6,000	-
4600 REPAIR AND MAINTENANCE	2,069	2,200	2,200	1,560
4650 VEHICLE MAINTENANCE	1,212	2,000	2,000	1,500
4700 PRINTING AND BINDING	210	1,400	1,400	1,400
4900 OTHER CHARGES	194	600	500	500
4902 LEGAL ADVERTISING	7,701	7,800	7,000	12,000
5100 OFFICE SUPPLIES	4,494	5,100	5,100	9,400
5200 OPERATING SUPPLIES	4,687	1,700	1,700	4,850
5250 FUEL & GASOLINE	803	1,100	1,100	2,500
5400 BOOKS, PUBS, SUBS & MEMBERSHIPS	1,836	2,200	2,200	2,750
5500 TRAINING	25	2,000	2,000	2,100
TOTAL	498,895	299,420	568,500	442,960
CAPITAL OUTLAY:				
6300 IMPROV. OTHER THAN BUILDINGS	-	-	-	-
6400 EQUIPMENT	-	-	-	-
6800 INTANGIBLES	-	-	-	-
TOTAL	-	-	-	-
TOTAL COST	1,215,834	1,088,345	1,225,816	1,264,257

**CITY OF APOPKA
COMMUNITY DEVELOPMENT**

STAFFING ANALYSIS

NUMBER OF FULL-TIME/PART-TIME PERSONNEL

<u>POSITION</u>	<u>2014</u>	<u>2015</u>	<u>2016</u>
COMMUNITY DEVELOPMENT DIRECTOR	1	1	1
PLANNER I *	0	0	0
PLANNER II	1	1	1
PLANNING MANAGER	1	1	1
OFFICE MANAGER	1	1	1
SECRETARY I 8	0	0	0
SECRETARY II	2	2	2
SR PROJECT COORDINATOR	1	1	1
PROJECT COORDINATOR	1	1	1
TOTAL	8	8	8

* New Position Requested

CAPITAL OUTLAY

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

**CITY OF APOPKA
STAFFING REQUEST FORM
FISCAL YEAR 2015-16**

Fund General Fund - 001
Department Community Development-Planning 4020-515
Division _____

Position Title	Justification	FT / PT	Proposed Cost
Planner 1 Pay Grade 117	- Development has increased in the area which has caused an increase in applications and plans. A planner is needed to address the day to day request and permits along with the increase in Business Tax request. 40 hours / week Pay rate = \$20.00 /hr, Overhead rate = 1.25 hourly with overhead = \$25.00	FT	\$ 70,477
Secretary 1 - Pay Grade 107	CDD received Business Tax Receipts after the beginning of last fiscal year however it did not receive a position with all the work required. With the economy picking up, Business Taxes and the work associated with them is burdening the existing staff. City Administrator's Adjustment	FT	\$ 46,522
			(46,522)
	NOTE: A total of 2 new full time employees are being requested.		

FT = Regular Full Time
PT = Regular Part Time
PTT = Temporary

ATTACH JOB DESCRIPTION TO THIS FORM

Coord: _____

**CITY OF APOPKA
OPERATING BUDGET JUSTIFICATION FORM
FISCAL YEAR 2015-16**

Fund General Fund - 001
Department Community Development-Planning 4020-515
Line Item # 3100
Line Item Description Professional Services

Item	Description	Justification	Estimated Cost
	Land Development Code - Update and revise (Phase 2)	Scheduled phase 1 in fiscal yr 14-15 however with Visioning Process moving forward, results from study will need to be incorporated into new codes. Will be requesting to carry over prior year funds (\$50,000, which were less than actually needed) and add these funds to do a complete revision to the Land Development Code, that was originally approved in 1992.	100,000
	Mobility Plan & Transportation Study	Scheduled in fiscal yr 14-15 but need more funds to complete full change to mobility fees and update network. Will be requesting to carry over prior year funds and add these funds to hire consultant. <i>City Administrator's Adjustment</i>	75,000 <i>(75,000)</i>
	Tri-City Economic Development Plan	Amount to be shared with Ocoee and Winter Garden to continue to pursue economic opportunities in the SR 429 corridor.	50,000
	Eco Tourism	Cut from fiscal yr 14-15, need to review opportunities in and around the north shore of Lake Apopka, building upon what was studied before. <i>City Administrator's Adjustment</i>	35,000 <i>(35,000)</i>
	Partial Implementation of Visioning Plan Product	As a result of the Visioning Study commencing during FY14-15, funding set aside to begin implementing recommendations.	250,000

Total Cost	\$ 400,000
------------	------------

**CITY OF APOPKA
OPERATING BUDGET JUSTIFICATION FORM
FISCAL YEAR 2015-16**

Fund General Fund - 001
Department Community Development-Planning 4020-515
Line Item # 4000
Line Item Description Travel and Per Diem

Item	Description	Justification	Estimated Cost
	<i>Professional Development for PE and AICP</i> <i>Institute of Transportation Engineers Conference</i> <i>Florida Floodplain Managers Assoc Annual Conference</i> <i>American Planning Assoc Conference</i> <i>Florida American Planning Assoc Conference</i>	<i>10 Hotel stays to attend these conference and training sessions</i>	<i>2,000</i>

Total Cost	\$ 2,000
-------------------	-----------------

**CITY OF AOPKA
OPERATING BUDGET JUSTIFICATION FORM
FISCAL YEAR 2015-16**

Fund	<u>General Fund - 001</u>
Department	<u>Community Development-Planning 4020-515</u>
Line Item #	<u>4100</u>
Line Item Description	<u>Communications Services</u>

Item	Description	Justification	Estimated Cost
	<i>Internet</i>	<i>Monthly charge @ \$20 / month</i>	<i>240</i>
	<i>Phone service & repairs</i>	<i>Misc. repairs as needed, estimate</i>	<i>400</i>
	<i>Network port for copier</i>	<i>Connecting the copier to mobile devices and some computers @ \$40 / month</i>	<i>480</i>
	<i>I-pad Verizon charges</i>	<i>Two I-pads at \$50 / pad</i>	<i>1,200</i>
		<i>Centralized support function - IT</i>	<i>(2,320)</i>

Total Cost	\$	-
-------------------	-----------	----------

**CITY OF AOPKA
OPERATING BUDGET JUSTIFICATION FORM
FISCAL YEAR 2015-16**

Fund	<u>General Fund - 001</u>
Department	<u>Community Development-Planning 4020-515</u>
Line Item #	<u>4200</u>
Line Item Description	<u>Freight & Postage</u>

Item	Description	Justification	Estimated Cost
	<i>Postage for Business Tax</i>	<i>Business Tax renewal notices ~2300</i>	<i>1,127</i>
		<i>Business Tax audits notices ~ 600</i>	<i>294</i>
		<i>Business Tax renewal completions ~ 1500</i>	<i>735</i>
		<i>Business Tax Delinquents ~ 600</i>	<i>294</i>
	<i>Postage for Engineering</i>	<i>Floodplain education letters (CRS) ~1000</i>	<i>490</i>
	<i>Postage for Planning & Zoning</i>	<i>Planning & Zoning letters ~ 200</i>	<i>98</i>
	<i>Postage for Comm Dev.</i>	<i>Other misc. letters ~1000</i>	<i>490</i>
	<i>Postage for Engineering</i>	<i>Misc. requested Flood determination letters ~30</i>	<i>16</i>
	<i>Planning & Zoning Amendments</i>	<i>Large Scale Land Use Amendments require mailings to various agencies with letters and CD's. Proposed approx. 3 per year @ \$50 per</i>	<i>150</i>
	<i>Public meeting notices for Community Meetings</i>	<i>Approximately 4 per year at \$50 per mtg</i>	<i>200</i>
		<i>City Administrator's Adjustment</i>	<i>(1,494)</i>

Total Cost	\$ 2,400
-------------------	-----------------

**CITY OF APOPKA
OPERATING BUDGET JUSTIFICATION FORM
FISCAL YEAR 2015-16**

Fund	<u>General Fund - 001</u>
Department	<u>Community Development-Planning 4020-515</u>
Line Item #	<u>4600</u>
Line Item Description	<u>Repair and Maintenance - Bldg & Equip</u>

Item	Description	Justification	Estimated Cost
	Monthly Software Maintenance	Covers CD software <i>Centralized support function - IT</i>	1,000 <i>(1,000)</i>
	Copier Charges	Monthly charges shared with 4021 @ ~180 per month - divided equally	1,080
	Color copies	Charge per copy for color copies @ \$0.05 per copy ~ 800 copies per month	480
	Monthly Software Maintenance	IMS services @ 600 / quarter <i>Centralized support function - IT</i>	2,400 <i>(2,400)</i>

Total Cost	\$ 1,560
-------------------	-----------------

**CITY OF AOPKA
OPERATING BUDGET JUSTIFICATION FORM
FISCAL YEAR 2015-16**

Fund	<u>General Fund - 001</u>
Department	<u>Community Development-Planning 4020-515</u>
Line Item #	<u>4650</u>
Line Item Description	<u>Vehicle Maintenance</u>

Item	Description	Justification	Estimated Cost
	<i>Preventive & Corrective Maintenance</i>	<i>Normal use and unexpected repairs</i>	<i>2,000</i>
		<i>City Administrator's Adjustment</i>	<i>(500)</i>

Total Cost	\$ 1,500
-------------------	-----------------

**CITY OF AOPKA
OPERATING BUDGET JUSTIFICATION FORM
FISCAL YEAR 2015-16**

Fund	<u>General Fund - 001</u>
Department	<u>Community Development-Planning 4020-515</u>
Line Item #	<u>4700</u>
Line Item Description	<u>Printing Services</u>

Item	Description	Justification	Estimated Cost
	<i>Business Cards</i>	<i>New employees and existing @ \$40 / 500 for up to six employees</i>	<i>240</i>
	<i>Copies of Development Plans</i>	<i>D size copies, varies depending upon quantity ~\$20 / month</i>	<i>240</i>
	<i>Special Studies</i>	<i>City studies that have to be printed and processed.</i>	<i>920</i>

Total Cost	\$ 1,400
-------------------	-----------------

**CITY OF AOPKA
OPERATING BUDGET JUSTIFICATION FORM
FISCAL YEAR 2015-16**

Fund	<u>General Fund - 001</u>
Department	<u>Community Development-Planning 4020-515</u>
Line Item #	<u>4900</u>
Line Item Description	<u>Other Charges</u>

Item	Description	Justification	Estimated Cost
	Misc. recording fees	Periodic agreements (liens, transportation, utilities, etc.) have to be recorded that are not covered by developers @ \$10 per page ~ 50 pages	500

Total Cost	\$	500
------------	----	-----

**CITY OF APOPKA
OPERATING BUDGET JUSTIFICATION FORM
FISCAL YEAR 2015-16**

Fund General Fund - 001
Department Community Development-Planning 4020-515
Line Item # 4902
Line Item Description Legal Advertising

Item	Description	Justification	Estimated Cost
	<i>Public Hearing notices, ordinance headings, 1/4 page ads with maps (twice), Public Hearings</i>	<i>Notices have to be published in paper of general circulation per Florida State Statutes. Cost varies per project depending upon the size of the advertisement. Development and changes to land use & zoning are on the rise which requires more advertisements. (Note, this item have been underfunded for the last two years.)</i>	12,000

Total Cost	\$ 12,000
------------	-----------

**CITY OF APOPKA
OPERATING BUDGET JUSTIFICATION FORM
FISCAL YEAR 2015-16**

Fund	<u>General Fund - 001</u>
Department	<u>Community Development-Planning 4020-515</u>
Line Item #	<u>5100</u>
Line Item Description	<u>Office Supplies</u>

Item	Description	Justification	Estimated Cost
	<i>General items</i>	<i>Includes paper, pads, pens, pencils markers, clips, Ink for printers (4 total), Folders, staples, Apopka letterhead paper, labels, desk accessories, sticky notes, envelopes, color paper, pre-printed forms, 3 part security paper, printer cartridges for entire Department @ \$450 /month</i>	5,400
	<i>Office high back Chairs</i>	<i>To replace aging & broken chairs, 1/2 at ~ 500 / chair</i>	4,000

Total Cost	\$ 9,400
-------------------	-----------------

**CITY OF AOPKA
OPERATING BUDGET JUSTIFICATION FORM
FISCAL YEAR 2015-16**

Fund General Fund - 001
Department Community Development-Planning 4020-515
Line Item # 5200
Line Item Description Operating Supplies

Item	Description	Justification	Estimated Cost
	General items	For unknown items needed through out the year	1,140
	Blank CD's - 700 MB - 100 count	When needed for amendments	60
	Desk calendars	New year	100
	IPAD tablet cases	For safety of I-pad	100
	Storage boxes	For files and plans	200
	Work Boots for Field Staff	To ensure safe and reliable footwear @ ~ \$150 per field staff. Current staff 1	150
	Shirts for Field Staff	To ensure professional appearance, create a team environment and help citizens & contractors easily identify City Staff. Five summer shirts and three fall shirts, total of 8 shirts . Current staff 1	200
	Refrigerator	14 employees using a mini fridge is not efficient. A ~ 17 cu/ft is needed.	500
	Conference Room Chairs	Old chairs need to be replaced. 8 chairs @\$300 per chair	2,400

Total Cost	\$ 4,850
-------------------	-----------------

**CITY OF APOPKA
OPERATING BUDGET JUSTIFICATION FORM
FISCAL YEAR 2015-16**

Fund	<u>General Fund - 001</u>
Department	<u>Community Development-Planning 4020-515</u>
Line Item #	<u>5250</u>
Line Item Description	<u>Fuel and Gasoline</u>

Item	Description	Justification	Estimated Cost
	<i>For Engineering Vehicles</i>	<i>As the City boundaries get larger, inspections and review of sites are farther away from the office. Increase distance equals increase cost of fuel</i>	<i>2,500</i>

Total Cost	\$ 2,500
-------------------	-----------------

**CITY OF AOPKA
OPERATING BUDGET JUSTIFICATION FORM
FISCAL YEAR 2015-16**

Fund	<u>General Fund - 001</u>
Department	<u>Community Development-Planning 4020-515</u>
Line Item #	<u>5400</u>
Line Item Description	<u>Books, Publications & Subscriptions</u>

Item	Description	Justification	Estimated Cost
	Memberships	ITE, ASCE, SWANA, ASFPM, FFMA, APA (2 memberships) & FAPA (2 memberships)	1,750
	Publications	New or updated manuals	1,000

Total Cost	\$ 2,750
-------------------	-----------------

**CITY OF APOPKA
OPERATING BUDGET JUSTIFICATION FORM
FISCAL YEAR 2015-16**

Fund	<u>General Fund - 001</u>
Department	<u>Community Development-Planning 4020-515</u>
Line Item #	<u>5500</u>
Line Item Description	<u>Training</u>

Item	Description	Justification	Estimated Cost
	<i>Continuing Education</i>	<i>Learning any new trends or increasing knowledge of area of experience</i>	550
	<i>New Law reviews</i>	<i>To be updated on any new laws enacted</i>	250
	<i>Professional Development for Professional Engineer and AICP</i>	<i>Meetings and /or classes for PDH's</i>	600
	<i>ITE Conference</i>	<i>Institute of Transportation Engineers meeting and networking</i>	500
	<i>Florida Floodplain Managers Assoc Annual Conference</i>	<i>Florida Floodplain Managers Annual meeting</i>	500
	<i>American Planning Assoc Conference</i>	<i>State conference, for up to 2 employees</i>	1,200
	<i>Florida American Planning Assoc Conference</i>	<i>Local Conference, for up to 2 employees</i>	600
		<i>City Administrator's Adjustment</i>	<i>(2,100)</i>

Total Cost	\$ 2,100
-------------------	-----------------

PAGE LEFT INTENTIONALLY BLANK

**CITY OF APOPKA
BUILDING INSPECTIONS**

	<u>2014</u> <u>ACTUAL</u>	<u>2015</u> <u>BUDGET</u>	<u>2015</u> <u>ESTIMATE</u>	<u>2016</u> <u>REQUESTED</u>
PERSONNEL COSTS:				
1200 REGULAR SALARIES AND WAGES	349,869	413,860	384,054	397,421
1210 LONGEVITY PAY	2,319	2,600	2,600	2,268
1400 OVERTIME	-	-	-	-
2100 F.I.C.A.	26,120	31,860	28,309	30,576
2200 RETIREMENT CONTRIBUTION	49,671	56,570	47,518	60,386
2300 LIFE AND HEALTH INSURANCE	50,520	53,550	53,551	80,215
2400 WORKERS COMPENSATION	6,900	6,900	6,900	7,249
Personnel Requested: Code Inspector				
Personnel Requested: Secretary I				
Personnel Requested: Plans Examiner				
TOTAL	485,399	565,340	522,932	578,115
SUPPLIES AND OTHER SERVICES:				
4000 TRAVEL & PER DIEM	-	-	-	800
4100 COMMUNICATIONS	-	120	-	-
4200 FREIGHT & POSTAGE	232	300	-	490
4500 LIABILITY & CASUALTY INSURANCE	5,550	5,550	300	-
4600 REPAIR AND MAINTENANCE	5,774	9,950	5,550	1,260
4650 VEHICLE MAINTENANCE	958	2,500	6,500	2,500
4700 PRINTING SERVICES	28	550	2,500	480
5100 OFFICE SUPPLIES	1,463	2,400	500	6,800
5200 OPERATING SUPPLIES	5,008	5,370	2,400	3,360
5250 FUEL & GASOLINE	9,305	7,500	5,000	5,500
5400 BOOKS, PUBS, SUBS & MEMBERSHIPS	602	1,000	7,500	1,600
5500 TRAINING	198	6,000	1,000	8,100
TOTAL	29,118	41,240	31,250	30,090
CAPITAL OUTLAY:				
6200 BUILDINGS	-	-	-	-
6400 EQUIPMENT	-	3,000	-	75,000
TOTAL	-	3,000	-	50,000 *
TOTAL COST	514,517	609,580	554,182	658,205

* Includes only equipment to be financed

**CITY OF AOPKA
BUILDING INSPECTIONS**

STAFFING ANALYSIS

NUMBER OF FULL-TIME/PART-TIME PERSONNEL

<u>POSITION</u>	<u>2014</u>	<u>2015</u>	<u>2016</u>
BUILDING OFFICIAL	1	1	1
MULTIPLE CODE INSPECTOR *	3	3	3
PLANS EXAMINER *	0	0	0
SECRETARY III	1	1	1
SECRETARY I *	2	2	2
TOTAL	7	7	7

* - *New Position Requested*

CAPITAL OUTLAY

6200 - Building	<u>\$ -</u>
6300 - Infrastructure	<u>\$ -</u>
6400 - Equipment	
Ford Escape (4)	\$ 75,000
Thermal Imaging Camera	2,000
	<u>\$ 75,000</u>
Total Capital Outlay	\$ 75,000

**CITY OF APOPKA
STAFFING REQUEST FORM
FISCAL YEAR 2015-16**

Fund General Fund - 001
Department Community Development-Building 4021-524
Division _____

Position Title	Justification	FT / PT	Proposed Cost
Multiple Code Inspector - Pay Grade 117 - Two (2) new positions	Increased inspection count and permitted work. Work scheduled for 2015 – 2016 fiscal year projected to be at double the last fiscal year’s rate. We cannot hire someone after we need them; staff needs to train for a minimum of 6 months before being put on the street. Reduction in the quality of service due to lack of staff may result in contractor’s expecting refunds under the law. Two (2) inspectors are not sufficient for the current work load. ISO standards dictate 1 inspector for every 10 inspections, that would correlate to 5 – 6 inspectors, sometimes higher. These must be fully multiple licensed inspectors in all 4 disciplines our training is restricted to methodology only and getting new inspectors acclimated to the jurisdictional boundaries. Fully certified and licensed personnel would require a shorter training period, 3 months, before sending them out on their own. 40 hours / week Pay rate = \$21.00 /hr, Overhead rate = 1.25 hourly with overhead = \$26.25		140,954
Secretary 1 - Pay Grade 107	<p style="text-align: center;">Mayor's Adjustment</p> With the pending development in the City it will be imperative for a Secretary II or higher qualified administrative assistant to help with the day to day correspondence from the Building Official's office. This position will be utilized to relieve the burden of day to day tasks involved with the function of the office. There are code enforcement correspondence, letters to architects, engineers, contractors and homeowners that need to be written, reviewed and processed. As the Building Official is performing inspections, plans review, code enforcement, handling various demands from other departments such as project management and answering questions regarding litigation and code interpretations an assistant would provide relief in the clerical aspects of the office and improve quality of service to the community and other departments.		(70,477) 46,522

Plans Examiner - Pay Grade 119	<p>In 2005, prior to being moved from Fire to Community Development, staff had a full time Plans Examiner. Since the merger that position was never refilled. Having the Building Official performing the duties of a plans examiner and inspections as well as his other duties creates opportunity for delayed review times, lack of service. Again, lack of service is grounds for contractors and homeowners to be refunded fees under the law. 40 hours / week Pay rate = \$23.00 /hr, Overhead rate = 1.25 hourly with overhead = \$28.75</p> <p>NOTE: A total of 4 new, full time employees are being requested.</p>	76,670
-----------------------------------	---	--------

FT = Regular Full Time
 PT = Regular Part Time
 PTT = Temporary

ATTACH JOB DESCRIPTION TO THIS FORM

Coord: _____

**CITY OF APOPKA
OPERATING BUDGET JUSTIFICATION FORM
FISCAL YEAR 2015-16**

Fund	<u>General Fund - 001</u>
Department	<u>Community Development-Building 4021-524</u>
Line Item #	<u>4000</u>
Line Item Description	<u>Travel & Training</u>

Item	Description	Justification	Estimated Cost
	<p><i>Courses to maintain licenses</i></p> <p><i>BOAF Conference</i></p> <p><i>Courses to obtain new licenses</i></p>	<p><i>4 Hotel stays to attend conferences and training</i></p>	<p><i>800</i></p>

Total Cost	\$	800
-------------------	-----------	------------

**CITY OF AOPKA
OPERATING BUDGET JUSTIFICATION FORM
FISCAL YEAR 2015-16**

Fund	<u>General Fund - 001</u>
Department	<u>Community Development-Building 4021-524</u>
Line Item #	<u>4100</u>
Line Item Description	<u>Communications Services</u>

Item	Description	Justification	Estimated Cost
	<i>Internet</i>	<i>Monthly charge @ \$20 / month</i>	<i>240</i>
	<i>Phone service & repairs</i>	<i>Misc. repairs as needed, estimate</i>	<i>400</i>
	<i>Network port for copier</i>	<i>Connecting the copier to mobile devices and some computers @ \$40 / month</i>	<i>480</i>
	<i>I-pad Verizon charges</i>	<i>Five I-pads at \$50 / pad</i>	<i>3,000</i>
		<i>Centralized support function - IT</i>	<i>(4,120)</i>

Total Cost	\$	-
-------------------	-----------	----------

**CITY OF AOPKA
OPERATING BUDGET JUSTIFICATION FORM
FISCAL YEAR 2015-16**

Fund	<u>General Fund - 001</u>
Department	<u>Community Development-Building 4021-524</u>
Line Item #	<u>4200</u>
Line Item Description	<u>Freight & Postage</u>

Item	Description	Justification	Estimated Cost
	<i>Postage for Building</i>	<i>Misc letters ~1000</i>	<i>490</i>

Total Cost	\$	490
-------------------	-----------	------------

**CITY OF APOPKA
OPERATING BUDGET JUSTIFICATION FORM
FISCAL YEAR 2015-16**

Fund	<u>General Fund - 001</u>
Department	<u>Community Development-Building 4021-524</u>
Line Item #	<u>4600</u>
Line Item Description	<u>Repair and Maintenance - Bldg & Equip</u>

Item	Description	Justification	Estimated Cost
	Monthly Software Maintenance	IMS services @ 1350 / quarter <i>Centralized support function -IT</i>	5,400 <i>(5,400)</i>
	Copier Charges	Monthly charges shared with 4020 @ ~180 per month - divided equally	1,080
	Color copies	Charge per copy for color copies @ \$0.05 per copy ~ 300 copies per month	180

Total Cost	\$ 1,260
-------------------	-----------------

**CITY OF AOPKA
OPERATING BUDGET JUSTIFICATION FORM
FISCAL YEAR 2015-16**

Fund	<u>General Fund - 001</u>
Department	<u>Community Development-Building 4021-524</u>
Line Item #	<u>4650</u>
Line Item Description	<u>Vehicle Maintenance</u>

Item	Description	Justification	Estimated Cost
	<i>Preventive & Corrective Maintenance</i>	<i>Normal use and unexpected repairs</i>	<i>2,500</i>

Total Cost	\$ 2,500
-------------------	-----------------

**CITY OF AOPKA
OPERATING BUDGET JUSTIFICATION FORM
FISCAL YEAR 2015-16**

Fund	<u>General Fund - 001</u>
Department	<u>Community Development-Building 4021-524</u>
Line Item #	<u>4700</u>
Line Item Description	<u>Printing Services</u>

Item	Description	Justification	Estimated Cost
	<i>Business Cards</i>	<i>New employees and existing @ \$40 / 500 for up to six employees</i>	<i>240</i>
	<i>Copies of Development Plans</i>	<i>D size copies, varies depending upon quantity ~\$20 / month</i>	<i>240</i>

Total Cost	\$	480
-------------------	-----------	------------

**CITY OF APOPKA
OPERATING BUDGET JUSTIFICATION FORM
FISCAL YEAR 2015-16**

Fund	<u>General Fund - 001</u>
Department	<u>Community Development-Building 4021-524</u>
Line Item #	<u>5100</u>
Line Item Description	<u>Office Supplies</u>

Item	Description	Justification	Estimated Cost
	General items	Includes paper, pads, pens, pencils markers, clips, Ink for printers (4 total), Folders, staples, Apopka letterhead paper, labels, desk accessories, sticky notes, envelopes, color paper, pre-printed forms, 3 part security paper, printer cartridges for entire Department @ \$450 /month	2,800
	Office high back Chairs	To replace ageing & broken chairs, 1/2 at ~ 500 / chair	4,000

Total Cost	\$ 6,800
-------------------	-----------------

**CITY OF AOPKA
OPERATING BUDGET JUSTIFICATION FORM
FISCAL YEAR 2015-16**

Fund General Fund - 001
Department Community Development-Building 4021-524
Line Item # 5200
Line Item Description Operating Supplies

Item	Description	Justification	Estimated Cost
	<i>General items</i>	<i>For unknown items needed through out the year</i>	1,200
	<i>Blank CD's - 700 MB - 100 count</i>	<i>When needed for amendments</i>	60
	<i>Desk calendars</i>	<i>New year</i>	100
	<i>IPAD tablet cases</i>	<i>For safety of pad</i>	100
	<i>Storage boxes</i>	<i>For files and plans</i>	200
	<i>Work Boots for Field Staff</i>	<i>To ensure safe and reliable footwear @ ~ \$150 per field staff. Current staff 2 plus 2 new hires, total of 4</i>	600
	<i>Shirts for Field Staff</i>	<i>To ensure professional appearance, create a team environment and help citizens & contractors easily identify City Staff. Five summer shirts and three fall shirts, total of 8 shirts per field staff. Current staff 2 plus 2 new hires, total of 4.</i>	800
	<i>Shredding services</i>	<i>Per State requirements, files older than 10 year can be destroyed.</i>	300

Total Cost	\$	3,360
-------------------	----	--------------

**CITY OF APOPKA
OPERATING BUDGET JUSTIFICATION FORM
FISCAL YEAR 2015-16**

Fund	<u>General Fund - 001</u>
Department	<u>Community Development-Building 4021-524</u>
Line Item #	<u>5250</u>
Line Item Description	<u>Fuel and Gasoline</u>

Item	Description	Justification	Estimated Cost
	For Building Vehicles	<p>As the City boundaries get larger, inspections and review of sites are farther away from the office. Increase distance equals increase cost of fuel</p> <p><i>City Administrator's Adjustment</i></p>	<p>7,500</p> <p><i>(2,000)</i></p>

Total Cost		\$ 5,500
------------	--	----------

**CITY OF APOPKA
OPERATING BUDGET JUSTIFICATION FORM
FISCAL YEAR 2015-16**

Fund	<u>General Fund - 001</u>
Department	<u>Community Development-Building 4021-524</u>
Line Item #	<u>5400</u>
Line Item Description	<u>Books, Publications & Subscriptions</u>

Item	Description	Justification	Estimated Cost
	<i>Memberships</i>	<i>National Fire Protection Association, International Code Council, Building Officials Association of Florida</i>	<i>1,100</i>
	<i>Publications</i>	<i>New or updated manuals</i>	<i>1,000</i>
		<i>City Administrator's Adjustment</i>	<i>(500)</i>

Total Cost	\$ 1,600
-------------------	-----------------

**CITY OF APOPKA
OPERATING BUDGET JUSTIFICATION FORM
FISCAL YEAR 2015-16**

Fund	<u>General Fund - 001</u>
Department	<u>Community Development-Building 4021-524</u>
Line Item #	<u>5500</u>
Line Item Description	<u>Training</u>

Item	Description	Justification	Estimated Cost
	<i>Continuing Education</i>	<i>Learning any new trends or increasing knowledge of area of experience</i>	1,000
	<i>New Law reviews</i>	<i>To be updated on any new laws enacted</i>	500
	<i>BOAF Conference</i>	<i>Building Officials Association of Florida (BOAF) meeting and networking</i>	500
	<i>Courses to maintain licenses</i>	<i>Meetings and /or classes usually offered by BOAF.</i>	1,500
	<i>Courses to obtain new licenses</i>	<i>New classes</i>	1,500
	<i>ISO Training Budget</i>	<i>Renewal year for the state licenses, inspectors need 14 hours and the Building Official needs to obtain 40 hours. With the proposed addition of one inspector for a total of 3 inspectors, \$700 per inspector is needed to obtain the 14 hours of training. For the Building Official to obtain 40 hours the cost is \$1000.</i>	3,100
	<i>ISO Public Awareness Budget</i>	<i>ISO evaluates all jurisdictions on how they fund their Public Awareness initiatives. This number is 1.5% of their department or division budget. http://www.isomitigation.com/bcegs/0000/bcegs0001.html <i>Mayor adjustment</i></i>	9,750 (9,750)

Total Cost	\$ 8,100
-------------------	-----------------

**CITY OF APOPKA
OPERATING BUDGET JUSTIFICATION FORM
FISCAL YEAR 2015-16**

Fund	<u>General Fund - 001</u>
Department	<u>Community Development-Building 4021-524</u>
Line Item #	<u>5500</u>
Line Item Description	<u>Training</u>

Item	Description	Justification	Estimated Cost
	<i>Continuing Education</i>	<i>Learning any new trends or increasing knowledge of area of experience</i>	1,000
	<i>New Law reviews</i>	<i>To be updated on any new laws enacted</i>	500
	<i>BOAF Conference</i>	<i>Building Officials Association of Florida (BOAF) meeting and networking</i>	500
	<i>Courses to maintain licenses</i>	<i>Meetings and /or classes usually offered by BOAF.</i>	1,500
	<i>Courses to obtain new licenses</i>	<i>New classes</i>	1,500
	<i>ISO Training Budget</i>	<i>Renewal year for the state licenses, inspectors need 14 hours and the Building Official needs to obtain 40 hours. With the proposed addition of one inspector for a total of 3 inspectors, \$700 per inspector is needed to obtain the 14 hours of training. For the Building Official to obtain 40 hours the cost is \$1000.</i>	3,100
	<i>ISO Public Awareness Budget</i>	<i>ISO evaluates all jurisdictions on how they fund their Public Awareness initiatives. This number is 1.5% of their department or division budget. http://www.isomitigation.com/bcegs/0000/bcegs0001.html <i>Mayor adjustment</i></i>	9,750 <i>(9,750)</i>

Total Cost	\$ 8,100
-------------------	-----------------

**CITY OF AOPKA
DEBT SERVICE**

		ADOPTED BUDGET FY 2014-15	PROPOSED BUDGET FY 2015-16	PERCENT CHANGE
PRINCIPAL				
7100	BB&T - FIRE TRUCKS - 10 YR LEASE	\$ 104,205	\$ 106,079	1.80%
7101	MOTOROLA - COMMUNICATIONS LEASE	575,450	582,550	1.23%
7160	MCBRIDE MORTGAGE - 20 YR	30,750	30,750	0.00%
7170	FLC REVENUE BOND - 12/2018	140,000	150,000	7.14%
7181	RECREATION REVENUE NOTE	465,000	485,000	4.30%
7182	WI-FI REVENUE NOTE	289,460	292,009	0.88%
7183	BOA NOTE - CNG FUEL ISLAND	65,000	118,000	81.54%
7184	Hancock - Fire Rescue, 4X4 and Police Cars	-	183,000	-
7185	EDMUNDS - FINANCIAL SOFTWARE	-	46,219	-
INTEREST				
7200	BB&T - FIRE TRUCKS - 10 YR LEASE	17,215	15,319	-11.01%
7201	MOTOROLA - COMMUNICATIONS LEASE	31,925	24,975	-21.77%
7260	MCBRIDE MORTGAGE - 20 YR	7,500	5,990	-20.13%
7270	FLC REVENUE BOND - 12/2018	37,275	29,663	-20.42%
7271	FLC REVENUE BOND - 12/2018	1,700	1,205	-29.12%
7281	RECREATION REVENUE NOTE	166,725	148,590	-10.88%
7282	WI-FI REVENUE NOTE	8,410	5,063	-39.80%
7283	BOA NOTE - CNG FUEL ISLAND	22,420	20,813	-7.17%
7284	Hancock - Fire Rescue, 4X4 and Police Cars	-	14,504	-
TOTAL PRINCIPAL AND INTEREST		1,963,035	2,259,729	15.11%
TRANSFERS AND OTHER				
9001	TRANSFER TO STREET IMPROVEMENT FUND	421,800	489,060	15.95%
9141	TRANSFER TO WATER/SEWER FUND	107,060	-	-100.00%
9111	TRANSFER TO GRANT FUND	-	38,181	-
TOTAL TRANSFERS AND OTHER		528,860	527,241	-0.31%
TOTAL BUDGET		\$ 2,491,895	\$ 2,786,970	11.84%

PAGE LEFT INTENTIONALLY BLANK



SPECIAL REVENUE FUNDS

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

PAGE LEFT INTENTIONALLY BLANK

**CITY OF APOPKA
STREET IMPROVEMENT FUND**

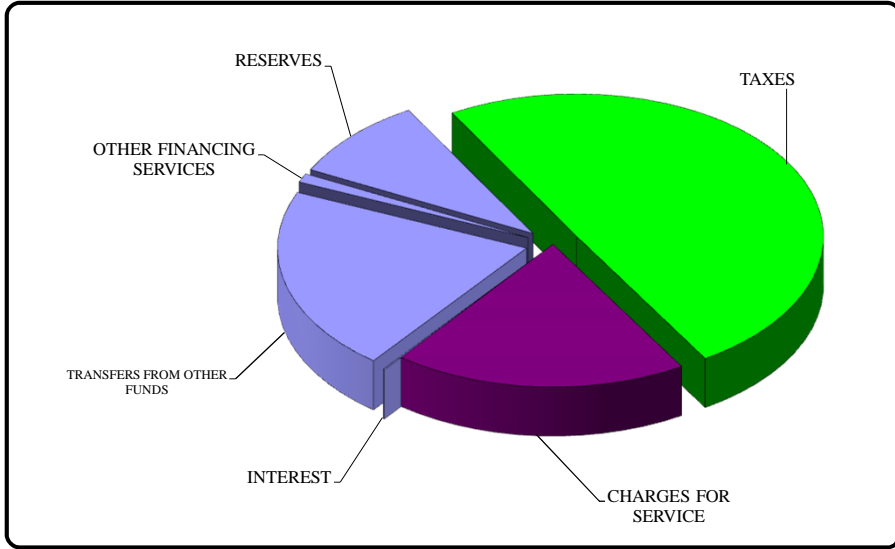
FUND 101

PAGE LEFT INTENTIONALLY BLANK

**CITY OF AOPKA
STREET IMPROVEMENT FUND**

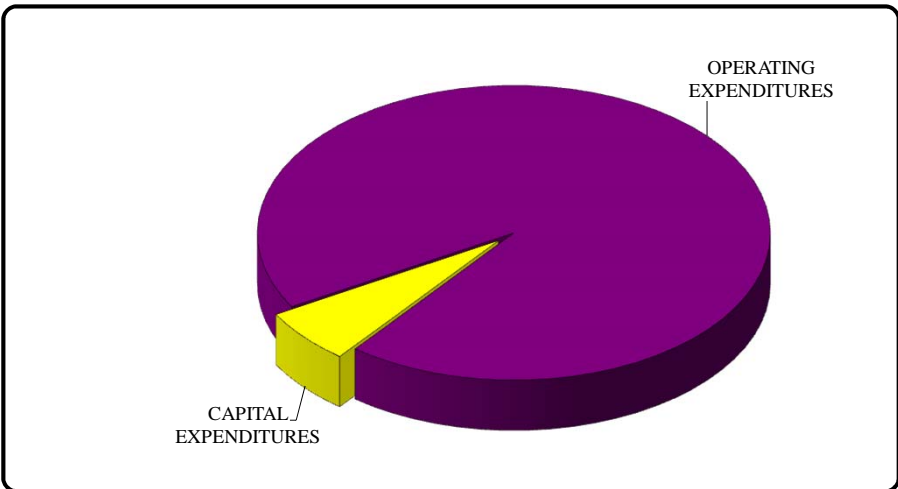
STREET IMPROVEMENT FUND - REVENUE AND EXPENDITURES

FISCAL YEAR 2015-2016



TOTAL REVENUE \$ 3,017,857

	TOTALS	%age of TOTAL
TAXES	1,500,000	49.70%
CHARGES FOR SERVICE	575,000	19.05%
INTEREST	3,000	0.10%
TRANSFERS FROM OTHER FUNDS	630,060	20.88%
OTHER FINANCING SERVICES	30,000	0.99%
RESERVES	279,797	9.27%
TOTAL REVENUE	\$ 3,017,857	100%



TOTAL EXPENDITURES \$ 3,017,857

	TOTALS	%age of TOTAL
OPERATING EXPENDITURES	\$ 2,835,027	93.94%
CAPITAL EXPENDITURES	182,830	6.06%
TOTAL EXPENDITURES	\$ 3,017,857	100%

**CITY OF APOPKA
STREET IMPROVEMENT FUND**

STREET IMPROVEMENT FUND BUDGET SUMMARY

	<u>2014</u> <u>ACTUAL</u>	<u>2015</u> <u>BUDGET</u>	<u>2015</u> <u>ESTIMATE</u>	<u>2016</u> <u>REQUESTED</u>
FUND BALANCE, OCTOBER 1	1,072,287	995,115	995,115	351,036
ADD REVENUES:				
312-4100 GAS TAX	1,433,900	1,504,500	1,487,311	1,500,000
344-9001 FDOT ROAD MAINT AGMT	151,484	135,000	150,442	150,000
344-9002 LANDFILL REVENUE	100,000	100,000	100,000	100,000
349-1000 STREET LIGHT SURCHARGE	293,482	303,500	313,274	325,000
361-1000 INTEREST	3,264	4,000	3,014	3,000
369-9000 MISCELLANEOUS	10,830	12,000	-	-
381-0010 TRANSFER FROM GENERAL FUND	453,369	421,800	421,800	489,060
381-1200 TRANSFER FROM STORMWATER	116,115	123,120	123,120	141,000
389-0009 CARRYOVER APPROPRIATIONS	-	749,270	-	279,797
389-1000 OTHER FINANCING SOURCES	-	-	-	30,000
TOTAL REVENUES AVAILABLE	3,634,731	4,348,305	3,594,076	3,368,893
DEDUCT EXPENDITURES:				
OPERATING EXPENDITURES	2,411,856	2,726,540	2,815,920	2,835,027
CAPITAL EXPENDITURES	114,140	506,220	304,000	182,830
TRANSFERS OUT:				
TRANSFER TO GENERAL FUND	113,620	120,430	123,120	-
TOTAL EXPENDITURES	2,639,616	3,353,190	3,243,040	3,017,857
FUND BALANCE, SEPTEMBER 30	995,115	995,115	351,036	351,036

**CITY OF APOPKA
STREET IMPROVEMENTS**

LINE ITEM DETAIL

	<u>2014</u> <u>ACTUAL</u>	<u>2015</u> <u>BUDGET</u>	<u>2015</u> <u>ESTIMATE</u>	<u>2016</u> <u>REQUESTED</u>
PERSONNEL COSTS:				
1200 REGULAR SALARIES AND WAGES	283,593	316,125	231,185	324,602
1210 LONGEVITY PAY	1,078	1,350	1,516	1,533
1400 OVERTIME	13,639	16,520	12,962	18,828
2100 F.I.C.A.	21,336	25,590	17,971	26,426
2200 RETIREMENT CONTRIBUTION	50,216	53,250	34,445	56,653
2300 LIFE AND HEALTH INSURANCE	57,720	61,200	61,200	80,705
2400 WORKERS COMPENSATION	7,800	7,800	7,800	34,613
TOTAL	435,382	481,835	367,079	543,360
SUPPLIES AND OTHER SERVICES:				
3100 PROFESSIONAL SERVICES	-	50	50	-
3200 AUDIT SERVICES	1,800	1,875	-	-
4000 TRAVEL & PER DIEM	31	-	-	-
4100 COMMUNICATIONS	3,800	4,070	4,070	2,996
4200 FREIGHT & POSTAGE	80	140	140	140
4300 UTILITY SERVICES	-	45,900	45,900	48,150
4310 STREETLIGHTS	1,422,517	1,346,650	1,346,650	1,384,158
4400 RENTAL & LEASES	13,035	14,960	14,960	17,080
4500 LIABILITY & CASUALTY INSURANCE	10,980	10,980	10,980	-
4600 REPAIR AND MAINTENANCE	61,244	62,860	62,860	53,350
4607 ROAD RESURFACING	560	250,000	499,000	250,000
4612 STREET STRIPPING	13,266	40,000	40,000	40,000
4650 VEHICLE MAINTENANCE	41,360	31,500	31,500	31,000
4900 OTHER CHARGES	22,135	26,000	26,000	16,000
5100 OFFICE SUPPLIES	686	1,200	1,200	1,200
5200 OPERATING SUPPLIES	38,358	20,065	20,065	19,430
5201 MEDIAN LANDSCAPING	5,468	7,000	7,000	10,000
5203 SIDEWALK/CURB REPAIRS	18,063	35,000	35,000	30,000
5204 UTILITY SERVICES-STREET LIGHTS	23,592	25,000	2,960	20,000
5205 GRAFFITI REMOVAL	-	3,000	3,000	2,000
5250 FUEL & GASOLINE	32,538	34,500	34,500	18,875
5300 ROAD MATERIALS & SUPPLIES	8,639	12,000	12,000	10,000
5400 BOOKS, PUBS, SUBS & MEMBERSHIPS	-	-	60	-
5500 TRAINING	550	1,300	1,300	1,300
TOTAL	1,718,702	1,974,050	2,199,195	1,955,679
CAPITAL OUTLAY:				
6200 BUILDINGS	-	370,000	225,000	100,000
6304 SIDEWALK - NEW CONSTRUCTION	-	50,000	50,000	30,000
6400 EQUIPMENT	114,140	33,220	29,000	16,750
TOTAL	114,140	453,220	304,000	146,750
TRANSFERS:				
9300 TRANSFER TO GENERAL FUND	113,620	120,430	120,430	-
TOTAL	113,620	120,430	120,430	-
TOTAL COST	2,381,844	3,029,535	2,990,704	2,645,789

**CITY OF APOPKA
STREET IMPROVEMENTS**

STAFFING ANALYSIS

NUMBER OF FULL-TIME/PART-TIME PERSONNEL

<u>POSITION</u>	<u>2014</u>	<u>2015</u>	<u>2016</u>
OPERATIONS & MAINTENANCE MANAGER	1	1	1
STREET FOREMAN	1	1	1
MAINTENANCE WORKER II	2	2	2
MAINTENANCE WORKER I	3	3	3
TRAFFIC OPERATIONS TECHNICIAN	1	1	1
TOTAL	8	8	8

CAPITAL OUTLAY

6200 - Building Renovate or Relocate 8th Street Compound (1/3 of cost)	<u>\$ 100,000</u>
6304 - Sidewalks New Construction New Construction	<u>\$ 30,000</u>
6400 - Equipment Cement Mixer - 1 yd	<u>\$ 16,750</u>
Total Capital Outlay	\$ 146,750

**CITY OF AOPKA
OPERATING BUDGET JUSTIFICATION FORM
FISCAL YEAR 2015-16**

Fund	<u>Street Improvement Fund 101</u>
Department	<u>Six Cent Gas Tax 3412-541</u>
Line Item #	<u>1400</u>
Line Item Description	<u>Overtime</u>

Item	Description	Justification	Estimated Cost
1	Overtime	(4) Hours per week @ 52 weeks= 208 hrs @ \$27.00/ hr. To repair traffic lights, roads, traffic signs, street lights, fallen trees, and sidewalk repairs.	5,616
2	Standby Time	(11) hrs. / week @ \$18.00/hr for 52 weeks	10,296
3	Overtime Events		
	Christmas Parade	12 hrs. @ \$27.00 To support clean up effort after Parade running to Street Sweepers.	324
	Old Florida Festival	24 hrs @ \$27.00 to support clean up effort during the event	648
	Carnival	24 hrs @ \$27.00 to support clean up effort during the event	648
	Foliage Festival	16 hrs @ \$27.00 to support clean up effort during the event	432
	Miscellaneous Events	24 hrs @ \$27.00 to support clean up and gathering of chairs and tables after the event.	648
	Martin Luther Kings Day Parade	8 hrs. @ 27.00 to support in the setup and tear down of equipment to support the parade.	216

Total Cost	\$ 18,828
-------------------	------------------

**CITY OF APOPKA
OPERATING BUDGET JUSTIFICATION FORM
FISCAL YEAR 2015-16**

Fund	<u>Street Improvement Fund 101</u>
Department	<u>Six Cent Gas Tax 3412-541</u>
Line Item #	<u>3100</u>
Line Item Description	<u>Professional Services</u>

Item	Description	Justification	Estimated Cost
1	Back Ground Checks	Background checks for new hires (2 @\$50.00) <i>centralized support function-Police Dept</i>	100 <i>(100)</i>

Total Cost	\$	-
------------	----	---

**CITY OF AOPKA
OPERATING BUDGET JUSTIFICATION FORM
FISCAL YEAR 2015-16**

Fund	<i>Street Improvement Fund 101</i>
Department	<i>Six Cent Gas Tax 3412-541</i>
Line Item #	<i>4100</i>
Line Item Description	<i>Communications Services</i>

Item	Description	Justification	Estimated Cost
1	<i>Lap Top Air Card</i>	<i>Traffic Tech's computer (1 @ \$45 / month)</i>	540
		<i>Moved to IT</i>	<i>(540)</i>
2	<i>Manager's Cell Phone</i>	<i>52 Weeks @ \$10.27</i>	534
		<i>moved to salaries and benefits</i>	<i>(534)</i>
3	<i>Stand-by Cell Phone</i>	<i>Standby phone of contacting standby person on off hours</i>	500
4	<i>Centrylink (\$52 / mo.) 407-814-7563</i> <i>Traffic light on Park Ave</i>	<i>Centrylink (phone link to Park Ave. Traffic Light</i>	624
5	<i>Centrylink (\$52 / mo.)407-880-8371</i>	<i>Computer at 8th St</i>	624
6	<i>Centrylink (\$52 / mo.) 407-886-2279</i>	<i>Traffic light on Benbow</i>	624
7	<i>Centrylink (\$52 / mo.) 407-886-8844</i>	<i>Computer at 8th St</i>	624

Total Cost	\$ 2,996
-------------------	-----------------

**CITY OF AOPKA
OPERATING BUDGET JUSTIFICATION FORM
FISCAL YEAR 2015-16**

Fund	<u>Street Improvement Fund 101</u>
Department	<u>Six Cent Gas Tax 3412-541</u>
Line Item #	<u>4200</u>
Line Item Description	<u>Freight & Postage</u>

Item	Description	Justification	Estimated Cost
1	Postage	(Regulatory Correspondence, Package freight)	140

Total Cost	\$	140
------------	----	-----

**CITY OF AOPKA
OPERATING BUDGET JUSTIFICATION FORM
FISCAL YEAR 2015-16**

Fund	<u>Street Improvement Fund 101</u>
Department	<u>Six Cent Gas Tax 3412-541</u>
Line Item #	<u>4300</u>
Line Item Description	<u>Utility Services</u>

Item	Description	Justification	Estimated Cost
1	<i>Electric Costs</i>	<i>305 East 8th Street (8th & Highland Compound)</i>	4,000
2	<i>Flash Signals</i>	<i>Electric Costs (15@\$210)</i>	3,150
3	<i>Traffic Signals</i>	<i>Electric Costs (34@ \$1150)</i>	39,000
4	<i>Water, sewer and garbage</i>	<i>305 East 8th Street (8th & Highland Compound)</i>	2,000

Total Cost	\$ 48,150
-------------------	------------------

**CITY OF AOPKA
OPERATING BUDGET JUSTIFICATION FORM
FISCAL YEAR 2015-16**

Fund	<u>Street Improvement Fund 101</u>
Department	<u>Six Cent Gas Tax 3412-541</u>
Line Item #	<u>4310</u>
Line Item Description	<u>Utility Services- Street Lights</u>

Item	Description	Justification	Estimated Cost
1	<i>City Wide Lighting</i>	<i>Street light cost</i>	427,522
2	<i>Street Lighting on SR 436 from Line Drive to McGee Rd.</i>	<i>Cost of Power</i>	1,600
3	<i>Downtown Street Light Phases 1-4, includes Main St. (US 441):McGee to Hawthorne; Park Ave: Oak Ave: Oak to 11th St. to 3rd St; etc.</i>	<i>Street light cost</i>	204,000
	Northwest Recreation Complex		
1	<i>Street light Phase 2 45 @\$19.92</i>	<i>Cost of power</i>	10,757
2	<i>Street Light Around Pond 61 @ \$19.92</i>	<i>Cost of power</i>	14,600
3	<i>Street Lights Phase 3 57 @ &19.92</i>	<i>Cost of power</i>	13,650
4	<i>Jason Dwelley (from Recreation Way to Kelley Park Rd. 81 @ \$20.38</i>	<i>Cost of power</i>	19,809
	Subdivision Lighting	<i>See Next Page</i>	692,220

Total Cost	\$ 1,384,158
-------------------	---------------------

**CITY OF APOPKA
OPERATING BUDGET JUSTIFICATION FOR
FISCAL YEAR 2015-16**

Fund Street Improvement Fund 101
 Department Six Cent Gas Tax 3412-541
 Line Item # 4310
 Line Item Description Utility Services- Street Lights
Subdivisions

HOA	Fixture Type	Pole Type	# OF POLE	COST / LIGHT	COST TO CITY	COST TO HOA	CITY COST/YR.	HOA COST/YR.	TOTAL COST / YR.
Arbor Ridge Ph. 1	Ocala	Colonial	154	24.07	\$14.62	\$9.45	\$27,017.76	\$17,463.60	\$44,481.36
Arbor Ridge Ph. 2	Ocala	Colonial	36	24.07	\$14.62	\$9.45	\$6,315.84	\$4,082.40	\$10,398.24
Arbor Ridge Ph. 3	Ocala	Colonial	26	24.07	\$14.62	\$9.45	\$4,561.44	\$2,948.40	\$7,509.84
Arbor Ridge Ph. 4	Ocala	Colonial	41	24.07	\$14.62	\$9.45	\$7,193.04	\$4,649.40	\$11,842.44
Arbor Ridge Ph. 5	Ocala	Colonial	35	24.07	\$14.62	\$9.45	\$6,140.40	\$3,969.00	\$10,109.40
Chandler Estates	Ocala	Victorian	68	28.15	\$14.62	\$13.53	\$11,929.92	\$11,040.48	\$22,970.40
Charleston Park	Ocala	Colonial	21	24.07	\$14.62	\$9.45	\$3,684.24	\$2,381.40	\$6,065.64
Christiana Gardens	Biscayne	Victorian	18	37.07	\$14.62	\$22.45	\$3,157.92	\$4,849.20	\$8,007.12
Clayton Estates	Ocala	Victorian	52	28.15	\$14.62	\$13.53	\$9,122.88	\$8,442.72	\$17,565.60
Emerald Cove Ph. 1&2	Ocala	Colonial	39	24.07	\$14.62	\$9.45	\$6,842.16	\$4,422.60	\$11,264.76
Emerson Park	Ocala	Victorian	69	28.15	\$14.62	\$13.53	\$12,105.36	\$11,202.84	\$23,308.20
Errol Vista	Sebring	Fiberglass	18	19.09	\$14.62	\$4.47	\$3,157.92	\$965.52	\$4,123.44
Lake Doe Cove Ph. 1&2	Ocala	Victorian	27	28.15	\$14.62	\$13.53	\$4,736.88	\$4,383.72	\$9,120.60
Lake Doe Cove Ph. 3	Ocala	Victorian	55	28.15	\$14.62	\$13.53	\$9,649.20	\$8,929.80	\$18,579.00
Lake Doe Cove Ph. 4	Ocala	Victorian	31	28.15	\$14.62	\$13.53	\$5,438.64	\$5,033.16	\$10,471.80
Lake Heiniger Estates	Ocala	Colonial	25	24.07	\$14.62	\$9.45	\$4,386.00	\$2,835.00	\$7,221.00
Lake Pleasant Cove	Ocala	Victorian	34	28.15	\$14.62	\$13.53	\$5,964.96	\$5,520.24	\$11,485.20
Lake Todd	Ocala	Colonial	17	24.07	\$14.62	\$9.45	\$2,982.48	\$1,927.80	\$4,910.28
Landings at RS	Ocala	Victorian	10	28.15	\$14.62	\$13.53	\$1,754.40	\$1,623.60	\$3,378.00
Marbella Reserve	Ocala	Colonial	19	24.07	\$14.62	\$9.45	\$3,333.36	\$2,154.60	\$5,487.96
Maudehelen Ph. 1	Ocala	Victorian	74	28.15	\$14.62	\$13.53	\$12,982.56	\$12,014.64	\$24,997.20
Maudehelen Ph. 2	Ocala	Victorian	43	28.15	\$14.62	\$13.53	\$7,543.92	\$6,981.48	\$14,525.40
Oak Hill Reserve Ph. 1	Ocala	Colonial	54	24.07	\$14.62	\$9.45	\$9,473.76	\$6,123.60	\$15,597.36
Oak Hill Reserve Ph. 2&3	Ocala	Colonial	88	24.07	\$14.62	\$9.45	\$15,438.72	\$9,979.20	\$25,417.92
Parkside at Errol Ph. 1	Ocala	Victorian	59	28.15	\$14.62	\$13.53	\$10,350.96	\$9,579.24	\$19,930.20
Parkside at Errol Ph. 2	Ocala	Victorian	65	28.15	\$14.62	\$13.53	\$11,403.60	\$10,553.40	\$21,957.00
Parkside at Errol Ph. 3	Ocala	Victorian	35	28.15	\$14.62	\$13.53	\$6,140.40	\$5,682.60	\$11,823.00
Pittman Estates	Biscayne	Victorian	69	37.07	\$14.62	\$22.45	\$12,105.36	\$18,588.60	\$30,693.96
RSR Ph. 1, 2, 6a&6b	Biscayne	Victorian	284	37.07	\$14.62	\$22.45	\$49,824.96	\$76,509.60	\$126,334.56
RSR Ph. 3	Biscayne	Victorian	35	37.07	\$14.62	\$22.45	\$6,140.40	\$9,429.00	\$15,569.40
RSR Ph. 4a	Biscayne	Victorian	48	37.07	\$14.62	\$22.45	\$8,421.12	\$12,931.20	\$21,352.32
RSR Ph. 4b, 5a,5b,5c	Biscayne	Victorian	147	37.07	\$14.62	\$22.45	\$25,789.68	\$39,601.80	\$65,391.48
Stoneywood Ph. 1&2	Sebring	Colonial	46	18.9	\$14.62	\$4.28	\$8,070.24	\$2,362.56	\$10,432.80
Superior Commerce Park	Ocala	Victorian	18	28.15	\$14.62	\$13.53	\$3,157.92	\$2,922.48	\$6,080.40
Vicks Landing	Ocala	Colonial	19	24.07	\$14.62	\$9.45	\$3,333.36	\$2,154.60	\$5,487.96
Wekiva Crest	Ocala	Colonial	19	24.07	\$14.62	\$9.45	\$3,333.36	\$2,154.60	\$5,487.96
Future Subdivisions									
Lake Doe Reserve			27	27.46	\$14.62	\$12.84	\$4,736.88	\$4,160.16	\$8,897.04
Lester Ridge			35	33.2	\$14.62	\$18.58	\$6,140.40	\$7,803.60	\$13,944.00
Miscellaneous Future Subs									\$10,000.00
							\$343,862.40	\$348,357.84	\$692,220.24

**CITY OF AOPKA
OPERATING BUDGET JUSTIFICATION FORM
FISCAL YEAR 2015-16**

Fund	<u>Street Improvement Fund 101</u>
Department	<u>Six Cent Gas Tax 3412-541</u>
Line Item #	<u>4400</u>
Line Item Description	<u>Rentals and Leases</u>

Item	Description	Justification	Estimated Cost
1	RR. Lease #625261	34-020 Lake Doe Lease	1,710
2	RR. Lease #625264	34-034 Marshall Leak Shared with Orange County	3,400
3	RR Lease #625266	34-032 4th St & Lake Ave	1,710
4	RR Lease #625267	34-019 Lake Ave	1,710
5	RR Lease #625269	Park Ave	1,710
6	RR Lease #625271	34-017 8th Street	1,710
7	RR Lease #625272	34-035 Robinson	1,710
8	RR Lease #625276	34-015 Lakeville	1,710
9	RR Lease Bradshaw	Bradshaw	1,710

Total Cost	17,080.00
-------------------	------------------

**CITY OF AOPKA
OPERATING BUDGET JUSTIFICATION FORM
FISCAL YEAR 2015-16**

Fund	<u>Street Improvement Fund 101</u>
Department	<u>Six Cent Gas Tax 3412-541</u>
Line Item #	<u>4600</u>
Line Item Description	<u>Repair and Maintenance - Bldg. & Equip</u>

Item	Description	Justification	Estimated Cost
1	Flashing Signals (15)	Monthly Maintenance (\$225)	3,750
2	Traffic Signal LED replacements	Red \$46 ea.; Green @ \$67 ea.; Yellow @ \$56 ea. 24 per color	4,100
3	Building Maintenance	8th & Highland Maintenance Compound	3,500
4	Miscellaneous Loop Repairs	Misc. Loop Repairs throughout the city	16,000
5	Signal Maintenance	Preventive Maintenance on 34 traffic lights in the City @ \$1000 ea.	34,000
6	436 Street Lights	PM maintenance performed on 436 Street Lights	12,000
		City Administrator's Adjustment	(\$20,000)

Total Cost	\$ 53,350
-------------------	------------------

**CITY OF APOPKA
OPERATING BUDGET JUSTIFICATION FORM
FISCAL YEAR 2015-16**

Fund	<u>Street Improvement Fund 101</u>
Department	<u>Six Cent Gas Tax 3412-541</u>
Line Item #	<u>4607</u>
Line Item Description	<u>Road Resurfacing</u>

Item	Description	Justification	Estimated Cost
1	Road Resurfacing through out city	General Maintenance, repaving of city roads that are in poor condition	600,000
2	Repaving of the following parking lots: A. Police Department B. City Hall C. Fran Carlton D. Northwest Complex Ph. I		35,000 40,000 35,000 40,000
		City Administrator's Adjustment	(\$500,000)

Total Cost	\$ 250,000
-------------------	-------------------

**CITY OF APOPKA
OPERATING BUDGET JUSTIFICATION FORM
FISCAL YEAR 2015-16**

Fund	<u>Street Improvement Fund 101</u>
Department	<u>Six Cent Gas Tax 3412-541</u>
Line Item #	<u>4612</u>
Line Item Description	<u>Street Stripping</u>

Item	Description	Justification	Estimated Cost
1	<i>Street Stripping</i>	<i>Re-striping of streets that are in poor condition throughout the city</i>	40,000

Total Cost	\$ 40,000
-------------------	------------------

**CITY OF AOPKA
OPERATING BUDGET JUSTIFICATION FORM
FISCAL YEAR 2015-16**

Fund	<u>Street Improvement Fund 101</u>
Department	<u>Six Cent Gas Tax 3412-541</u>
Line Item #	<u>4650</u>
Line Item Description	<u>Vehicle Maintenance</u>

Item	Description	Justification	Estimated Cost
1	<i>Equipment and Vehicle Maintenance</i>	<i>Preventive and Corrective</i>	31,000

Total Cost	\$ 31,000
-------------------	------------------

**CITY OF AOPKA
OPERATING BUDGET JUSTIFICATION FORM
FISCAL YEAR 2015-16**

Fund	<u>Street Improvement Fund 101</u>
Department	<u>Six Cent Gas Tax 3412-541</u>
Line Item #	<u>4900</u>
Line Item Description	<u>Other Charges</u>

Item	Description	Justification	Estimated Cost
1	Landfill Fees	Right-of-way debris and tree limbs from tree trimming throughout the year	10,000
2	Landfill Fees	Sweeper Debris	16,000
		<i>City Administrator's Adjustment</i>	<i>(\$10,000)</i>

Total Cost	\$ 16,000
-------------------	------------------

**CITY OF APOPKA
OPERATING BUDGET JUSTIFICATION FORM
FISCAL YEAR 2015-16**

Fund	<u>Street Improvement Fund 101</u>
Department	<u>Six Cent Gas Tax 3412-541</u>
Line Item #	<u>5100</u>
Line Item Description	<u>Office Supplies</u>

Item	Description	Justification	Estimated Cost
1	Office Supplies	Printer ink, pens, paper, envelopes, tablets, pencils, paper clips, etc.	1,200

Total Cost	\$ 1,200
-------------------	-----------------

**CITY OF AOPKA
OPERATING BUDGET JUSTIFICATION FORM
FISCAL YEAR 2015-16**

Fund	<i>Street Improvement Fund 101</i>
Department	<i>Six Cent Gas Tax 3412-541</i>
Line Item #	<i>5200</i>
Line Item Description	<i>Operating Supplies</i>

Item	Description	Justification	Estimated Cost
1	<i>Barricades (10 @ \$60.00)</i>	<i>Replacement of damaged and stolen barricades</i>	600
2	<i>Chain Saws</i>	<i>Replacement of damaged and worn out saws (2 @ \$450 ea.)</i>	900
3	<i>Hand towels, rags, soap, etc.</i>	<i>To maintain shop area and personal hygiene</i>	700
4	<i>Miscellaneous hand tools</i>	<i>Replacement batteries for battery powered tools and battery powered tools, hammers, etc.</i>	1,000
5	<i>Rain Gear</i>	<i>Safety (8 @ \$30 ea.)</i>	240
6	<i>Safety Items</i>	<i>First aid kits 7 @ \$40 ea.</i>	280
7	<i>Safety Shoes</i>	<i>Safety (8 @ \$100. ea.)</i>	800
8	<i>Traffic Control Signs</i>	<i>To replace worn out and missing safety signs</i>	3,000
9	<i>Tree Trimming</i>	<i>Removal and trimming of trees by contractors</i>	10,000
10	<i>Uniforms</i>	<i>Cleaning and repairs to Uniforms for (7 employees @ \$200 / yr.)</i>	1,400
11	<i>Shovels</i>	<i>For asphalt and sidewalk repairs (12 @ \$20 ea.)</i>	240
12	<i>Rakes</i>		120
13	<i>Work Gloves</i>	<i>Safety (100 @ \$1.50 / pair)</i>	150

Total Cost	\$ 19,430
-------------------	------------------

**CITY OF AOPKA
OPERATING BUDGET JUSTIFICATION FORM
FISCAL YEAR 2015-16**

Fund	<u>Street Improvement Fund 101</u>
Department	<u>Six Cent Gas Tax 3412-541</u>
Line Item #	<u>5201</u>
Line Item Description	<u>Median Landscaping</u>

Item	Description	Justification	Estimated Cost
1	<i>Median Landscaping</i>	<i>Median up keep on Vick Rd., 441 (Plant replacement, irrigation repairs, fertilizing and herbicides. Replace all sod, plants, relocated irrigation as necessary to accomplish max. precipitation, replace trees.</i>	<i>10,000</i>
2	<i>New Landscaping Vick Road.</i>	<i>Ph. 1: Remove & install new irrigation remove and install new plantings and sod</i>	<i>39,100</i>
		<i>Ph. 2: Remove and install new irrigation, remove and install new plantings and sod</i>	<i>39,100</i>
		<i>Ph. 3: Remove and install new irrigation, remove and install new plantings and sod</i>	<i>39,000</i>
		<i>City Administrator's Adjustment</i>	<i>(\$117,200)</i>

Total Cost	\$ 10,000
-------------------	------------------

**CITY OF APOPKA
OPERATING BUDGET JUSTIFICATION FORM
FISCAL YEAR 2015-16**

Fund	<u>Street Improvement Fund 101</u>
Department	<u>Six Cent Gas Tax 3412-541</u>
Line Item #	<u>5203</u>
Line Item Description	<u>Sidewalk/Curb Repairs</u>

Item	Description	Justification	Estimated Cost
1	Sidewalk repairs	Sidewalk repairs through out the city (safety issue) <i>City Administrator's Adjustment</i>	40,000 <i>(\$10,000)</i>

Total Cost	\$ 30,000
-------------------	------------------

**CITY OF APOPKA
OPERATING BUDGET JUSTIFICATION FORM
FISCAL YEAR 2015-16**

Fund	<u>Street Improvement Fund 101</u>
Department	<u>Six Cent Gas Tax 3412-541</u>
Line Item #	<u>5204</u>
Line Item Description	<u>Street Sign Replacement</u>

Item	Description	Justification	Estimated Cost
1	<i>Street Sign and Regulatory Sign Replacement</i>	<i>Replacement of Street signs and regulatory signs throughout the city</i> <i>City Administrator's Adjustment</i>	30,000 (\$10,000)

Total Cost	\$ 20,000
-------------------	------------------

**CITY OF APOPKA
OPERATING BUDGET JUSTIFICATION FORM
FISCAL YEAR 2015-16**

Fund	<u>Street Improvement Fund 101</u>
Department	<u>Six Cent Gas Tax 3412-541</u>
Line Item #	<u>5205</u>
Line Item Description	<u>Graffiti Removal</u>

Item	Description	Justification	Estimated Cost
1	<i>Graffiti Removal</i>	<i>Removal of Graffiti on fences and buildings throughout the city</i> <i>City Administrator's Adjustment</i>	3,000 (\$1,000)

Total Cost	\$ 2,000
-------------------	-----------------

**CITY OF AOPKA
OPERATING BUDGET JUSTIFICATION FORM
FISCAL YEAR 2015-16**

Fund	<i>Street Improvement Fund 101</i>
Department	<i>Six Cent Gas Tax 3412-541</i>
Line Item #	<i>5250</i>
Line Item Description	<i>Fuel and Gasoline</i>

Item	Description	Justification	Estimated Cost
1	<i>CNG Fuel</i>	<i>1500 gallons @ \$1.50</i>	<i>2,250</i>
2	<i>Diesel</i>	<i>Diesel usage for tractors and off road equipment 1500 gallons / yr. @ \$3.50 per gallon</i>	<i>5,250</i>
3	<i>Gasoline</i>	<i>Gasoline for all the pickups 18-0514; 19-0520; 19-0868; 19-1286; 20-0105; 20-0721; 20-0728; 20-0927; 20-1120; 21-0440; 21-0872. (7500 gallons @ \$3.25 / gal.)</i>	<i>24,375</i>
		<i>City Administrator's Adjustment</i>	<i>(\$13,000)</i>

Total Cost	\$ 18,875
-------------------	------------------

**CITY OF AOPKA
OPERATING BUDGET JUSTIFICATION FORM
FISCAL YEAR 2015-16**

Fund	<u>Street Improvement Fund 101</u>
Department	<u>Six Cent Gas Tax 3412-541</u>
Line Item #	<u>5300</u>
Line Item Description	<u>Road Materials and Supplies</u>

Item	Description	Justification	Estimated Cost
1	Road Materials	<i>Cold patch, asphalt and Portland cement to repair roads throughout the city</i> <i>City Administrator's Adjustment</i>	12,500 (\$2,500)

Total Cost	\$ 10,000
-------------------	------------------

**CITY OF AOPKA
OPERATING BUDGET JUSTIFICATION FORM
FISCAL YEAR 2015-16**

Fund	<u>Street Improvement Fund 101</u>
Department	<u>Six Cent Gas Tax 3412-541</u>
Line Item #	<u>5500</u>
Line Item Description	<u>Training</u>

Item	Description	Justification	Estimated Cost
1	<i>FDOT MOT Training</i>	<i>MOT training at the Intermediate level (2 @ \$100) New Hire and Jeremy West</i>	200
2	<i>ISMA TRAINING</i>	<i>Traffic Light certifications (2 @ \$550 ea.) Juan Carlos and Brad Green</i>	1,100

Total Cost	\$ 1,300
-------------------	-----------------

**CITY OF AOPKA
OPERATING BUDGET JUSTIFICATION FORM
FISCAL YEAR 2015-16**

Fund	<u>Street Improvement Fund 101</u>
Department	<u>Six Cent Gas Tax 3412-541</u>
Line Item #	<u>6200</u>
Line Item Description	<u>Buildings</u>

Item	Description	Justification	Estimated Cost
1	<i>Renovate or Relocate 8th & Highland Maintenance Compound.</i>	Insufficient space to house men and equipment. 1/3 of \$300,000 per division	100,000

Total Cost	\$ 100,000
-------------------	-------------------

**CITY OF AOPKA
OPERATING BUDGET JUSTIFICATION FORM
FISCAL YEAR 2015-16**

Fund	<u>Street Improvement Fund 101</u>
Department	<u>Six Cent Gas Tax 3412-541</u>
Line Item #	<u>6304</u>
Line Item Description	<u>Sidewalk New Constr</u>

Item	Description	Justification	Estimated Cost
1	Sidewalk And Curb New Construction	Resident safety	50,000
		City Administrator's Adjustment	(\$20,000)

Total Cost	\$ 30,000
-------------------	------------------

**CITY OF APOPKA
OPERATING BUDGET JUSTIFICATION FORM
FISCAL YEAR 2015-16**

Fund	<u>Street Improvement Fund 101</u>
Department	<u>Six Cent Gas Tax 3412-541</u>
Line Item #	<u>6400</u>
Line Item Description	<u>Equipment & Machinery</u>

Item	Description	Justification	Estimated Cost
1	Batch Truck	To keep asphalt product hot and workable, and eliminate high and low spots created when asphalt is too cold to work.	70,000
2	1 yard Cement Mixer	Large capacity to handle more jobs with one load, gives us the ability to do more of our own work.	16,750
		City Administrator's Adjustment	(\$70,000)

Total Cost	\$ 16,750
-------------------	------------------

PAGE LEFT INTENTIONALLY BLANK

**CITY OF APOPKA
INMATE PROGRAM**

LINE ITEM DETAIL

	<u>2014</u> <u>ACTUAL</u>	<u>2015</u> <u>BUDGET</u>	<u>2015</u> <u>ESTIMATE</u>	<u>2016</u> <u>REQUESTED</u>
PERSONNEL COSTS:				
1200 REGULAR SALARIES AND WAGES	19,510	38,180	16,226	35,981
1210 LONGEVITY PAY	163	220	220	410
1400 OVERTIME	-	-	-	960
2100 F.I.C.A.	1,482	2,940	1,260	2,857
2200 RETIREMENT CONTRIBUTION	-	-	2,623	6,126
2300 LIFE AND HEALTH INSURANCE	7,230	7,650	7,651	10,088
2400 WORKERS COMPENSATION	900	900	900	1,767
TOTAL	29,285	49,890	28,881	58,188
SUPPLIES AND OTHER SERVICES:				
3400 OTHER CONTRACTUAL SERVICES	187,372	174,000	174,000	232,000
4000 TRAVEL & PER DIEM	-	5,400	5,400	-
4100 COMMUNICATION	1,183	1,440	1,440	1,920
4200 POSTAGE	51	150	150	100
4500 LIABILITY & CASUALTY INSURANCE	750	750	750	-
4650 VEHICLE MAINTENANCE	6,003	8,500	8,500	8,500
5200 OPERATING SUPPLIES	12,655	11,450	11,450	14,780
5250 FUEL & GASOLINE	20,473	19,075	19,075	20,500
TOTAL	228,487	220,765	220,765	277,800
CAPITAL OUTLAY:				
6300 IMPROV. OTHER THAN BUILDINGS	-	-	-	-
6400 EQUIPMENT	-	53,000	-	36,080
TOTAL	-	53,000	-	36,080
TOTAL COST	257,772	323,655	249,646	372,068

**CITY OF APOPKA
INMATE PROGRAM**

STAFFING ANALYSIS

NUMBER OF FULL-TIME/PART-TIME PERSONNEL

<u>POSITION</u>	<u>2014</u>	<u>2015</u>	<u>2016</u>
MAINTENANCE WORKER III	1	1	1
TOTAL	1	1	1

CAPITAL OUTLAY

6200 - Building	\$ -
6400 - Equipment	
Replacement 15 Passenger Van E 350	\$ 30,000
Commercial Push Mowers (4)	6,080
	<u>\$ 30,000</u>
Total Capital Outlay	\$ 30,000

**CITY OF AOPKA
OPERATING BUDGET JUSTIFICATION FORM
FISCAL YEAR 2015-16**

Fund	<u>Street Improvement Fund 101</u>
Department	<u>Inmate Program 3414-541</u>
Line Item #	<u>1400</u>
Line Item Description	<u>Overtime</u>

Item	Description	Justification	Estimated Cost
1	<p><i>City Events:</i> <i>Old Florida Outdoor Festival 16 hrs.</i> <i>@ \$ 30.00 / hr.</i></p> <p><i>Foliage Festival 16 Hrs. @ \$30.00</i></p>	<p><i>To assist in the clean up of the assigned areas</i></p> <p><i>To assist in the policing and clean up of the park.</i></p>	<p><i>480</i></p> <p><i>480</i></p>

Total Cost	\$ 960
-------------------	---------------

**CITY OF AOPKA
OPERATING BUDGET JUSTIFICATION FORM
FISCAL YEAR 2015-16**

Fund	<u>Street Improvement Fund 101</u>
Department	<u>Inmate Program 3414-541</u>
Line Item #	<u>3400</u>
Line Item Description	<u>Other Contractual Services</u>

Item	Description	Justification	Estimated Cost
1	Department of Corrections agreement Work Squad 807	Continue to support the work effort throughout the city	58,000
2	Department of Corrections agreement Work Squad 935	Continue to support the work effort throughout the city	58,000
3	Department of Corrections agreement Work Squad 950	Continue to support the work effort throughout the city	58,000
4	Department of Corrections agreement Work Squad 897	Continue to support the work effort throughout the city	58,000

Total Cost	\$ 232,000
-------------------	-------------------

**CITY OF AOPKA
OPERATING BUDGET JUSTIFICATION FORM
FISCAL YEAR 2015-16**

Fund	<u>Street Improvement Fund 101</u>
Department	<u>Inmate Program 3414-541</u>
Line Item #	<u>4100</u>
Line Item Description	<u>Communications Services</u>

Item	Description	Justification	Estimated Cost
1	Cell phones	(4@\$480ea/yr.) 1 per guard	1,920

Total Cost	\$ 1,920
------------	----------

**CITY OF AOPKA
OPERATING BUDGET JUSTIFICATION FORM
FISCAL YEAR 2015-16**

Fund Street Improvement Fund 101
Department Inmate Program 3414-541
Line Item # 4200
Line Item Description Freight & Postage

Item	Description	Justification	Estimated Cost
1	<i>Miscellaneous Communications and Freight</i>	<i>Correspondence to Department of Corrections</i>	100

Total Cost	\$	100
-------------------	-----------	------------

**CITY OF AOPKA
OPERATING BUDGET JUSTIFICATION FORM
FISCAL YEAR 2015-16**

Fund Street Improvement Fund 101
Department Inmate Program 3414-541
Line Item # 4650
Line Item Description Vehicle Maintenance

Item	Description	Justification	Estimated Cost
1	Maintenance of Mowing Equipment	Repairs to weed eaters, edgers, blowers,	2,500
2	Maintenance to Van 39-1091	PM and unscheduled maintenance	1,500
3	Maintenance to Van 39-0641	PM and unscheduled maintenance	1,500
4	Maintenance to Van 39-0738	PM and unscheduled maintenance	1,500
5	Maintenance to Van 39-1045	PM and unscheduled maintenance	1,500

Total Cost	\$ 8,500
------------	----------

**CITY OF AOPKA
OPERATING BUDGET JUSTIFICATION FORM
FISCAL YEAR 2015-16**

Fund	<u>Street Improvement Fund 101</u>
Department	<u>Inmate Program 3414-541</u>
Line Item #	<u>5200</u>
Line Item Description	<u>Operating Supplies</u>

Item	Description	Justification	Estimated Cost
1	Safety Shoes	Required Safety Shoes for Cindy Parker	85
2	Uniforms - Staff (1 @\$195)	Uniforms and cleaning service for Cindy	195
	Inmate Crew Work Squad WS950		
	Chain Saw	(1 @\$450) Replace Saw for Inmate Crew	450
	Edger	(1) @\$450) Replacement Edger	450
	Hand Towels, rags, soap, etc.	Perishables	125
	Safety Equipment	Gloves, safety glasses etc.	600
	Miscellaneous hand tools	pruning sheers etc.	450
	Push Brooms		150
	Rain Gear (8 pair @\$12.50)		100
	Rakes (8 @\$20)		160
	Shovels (8 @\$18.75)		150
	Weed Eater String	(8 spools / yr. @ \$55.00 ea)	440
	Weed Eaters	Replacement weedeates (2 @\$275)	550
	Inmate Crew Work Squad WS935		
	Chain Saw	(1 @\$450) Replace Saw for Inmate Crew	450
	Edger	(1) @\$450) Replacement Edger	450
	Hand Towels, rags, soap, etc.	Perishables	125
	Safety Equipment	Gloves, safety glasses etc.	600
	Miscellaneous hand tools	pruning sheers etc.	450
	Push Brooms		150
	Rain Gear (8 pair @\$12.50)		100
	Rakes (8 @\$20)		160
	Shovels (8 @\$18.75)		150
	Weed Eater String	(8 spools / yr. @ \$)	440
	Weed Eaters	Replacement weedeates (2 @\$275)	550
	Inmate Crew Work Squad WS897		
	Chain Saw	(1 @\$450) Replace Saw for Inmate Crew	450
	Edger	(1) @\$450) Replacement Edger	450
	Hand Towels, rags, soap, etc.	Perishables	125
	Safety Equipment	Gloves, safety glasses etc.	600
	Miscellaneous hand tools	pruning sheers etc.	450
	Push Brooms		150
	Rain Gear (8 pair @\$12.50)		100
	Rakes (8 @\$20)		160
	Shovels (8 @\$18.75)		150
	Weed Eater String	(8 spools / yr. @ \$)	440
	Weed Eaters	Replacement weedeates (2 @\$275)	550

**CITY OF APOPKA
OPERATING BUDGET JUSTIFICATION FORM
FISCAL YEAR 2015-16**

Fund	<u>Street Improvement Fund 101</u>
Department	<u>Inmate Program 3414-541</u>
Line Item #	<u>5200</u>
Line Item Description	<u>Operating Supplies</u>

Item	Description	Justification	Estimated Cost
	<i>Inmate Crew Work Squad WS807</i>		
	Chain Saw	(1 @\$450) Replace Saw for Inmate Crew	450
	Edger	(1) @\$450) Replacement Edger	450
	Hand Towels, rags, soap, etc.	Perishables	125
	Safety Equipment	Gloves, safety glasses etc.	600
	Miscellaneous hand tools	pruning sheers etc.	450
	Push Brooms		150
	Rain Gear (8 pair @\$12.50)		100
	Rakes (8 @\$20)		160
	Shovels (8 @\$18.75)		150
	Weed Eater String	(8 spools / yr. @ \$)	440
	Weed Eaters	Replacement weeddeates (2 @\$275)	550

Total Cost	\$ 14,780
-------------------	------------------

**CITY OF APOPKA
OPERATING BUDGET JUSTIFICATION FORM
FISCAL YEAR 2015-16**

Fund Street Improvement Fund 101
Department Inmate Program 3414-541
Line Item # 5250
Line Item Description Fuel and Gasoline

Item	Description	Justification	Estimated Cost
1	Fuel for Crew #1 1500 gallons @ \$3.25 / gallon (39-0641)	Fuel use to ferry inmates to in from Correctional Institution and to job sites throughout the city.	4,875
2	Fuel for Crew #2 1500 gallons @ \$3.25 / gallon (39-00738)	Fuel use to ferry inmates to in from Correctional Institution and to job sites throughout the city.	4,875
3	Fuel for Crew #3 1500 gallons @ \$3.25 / gallon (39-1045)	Fuel use to ferry inmates to in from Correctional Institution and to job sites throughout the city.	4,875
4	Fuel for Crew #4 1500 gallons @ \$3.25 / gallon (39-1091)	Fuel use to ferry inmates to in from Correctional Institution and to job sites throughout the city.	4,875
5	Miscellaneous fuel usage	Fuel used in operating the weed eaters, edgers and pole saw by all four (4) crews.	1,000

Total Cost	\$ 20,500
-------------------	------------------

**CITY OF APOPKA
OPERATING BUDGET JUSTIFICATION FORM
FISCAL YEAR 2015-16**

Fund	<u>Street Improvement Fund 101</u>
Department	<u>Inmate Program 3414-541</u>
Line Item #	<u>6400</u>
Line Item Description	<u>Equipment & Machinery</u>

Item	Description	Justification	Estimated Cost
1	Replacement of 2001 E-350 15 Passenger Inmate Van #39-0738	Van has over 250,000 miles <i>to be financed</i>	30,000
2	(4) Xmark 30" Commercial Push Mowers (4@1520ea)	Mowers to be used in larger areas in place of weed eaters to maximize time and manpower.	6,080
3	John Deere Gator	To replace worn out unit 12-0766 at Northwest Complex <i>City Administrator's Adjustment</i>	7,500 <i>(7,500)</i>

Total Cost	\$ 36,080
------------	-----------

PAGE LEFT INTENTIONALLY BLANK

**CITY OF APOPKA
TRANSPORTATION IMPACT FEES FUND**

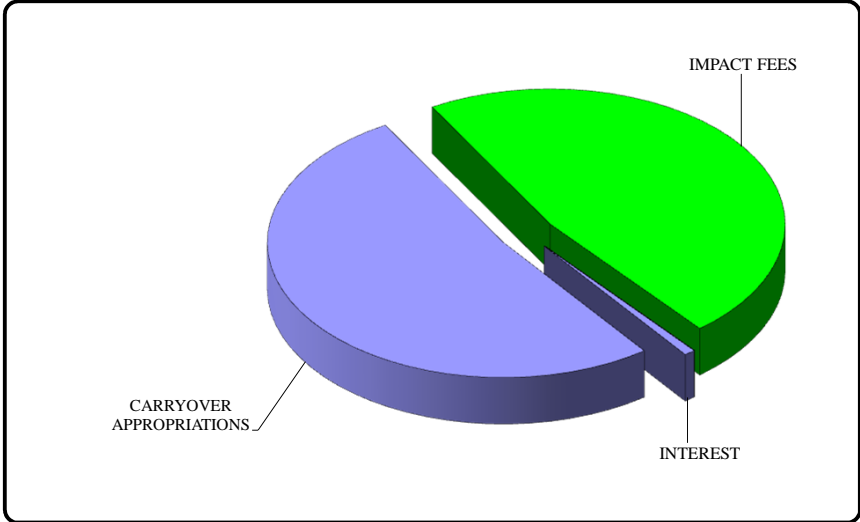
FUND 102

PAGE LEFT INTENTIONALLY BLANK

**CITY OF AOPKA
TRANSPORTATION IMPACT FEES FUND**

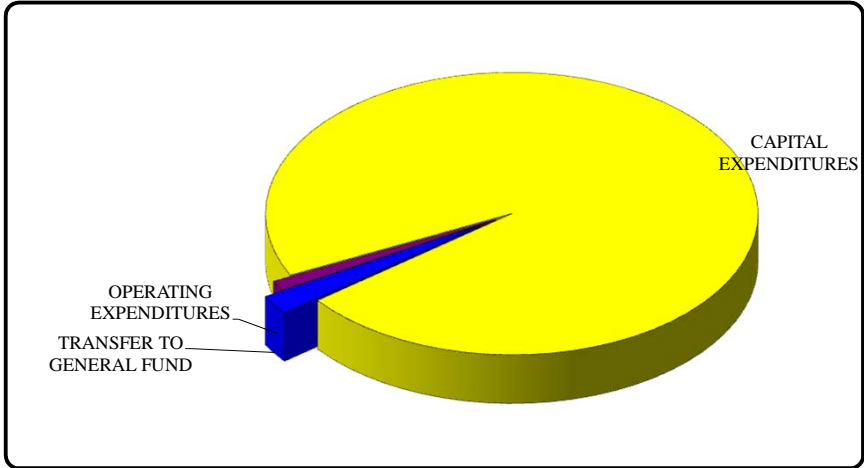
TRANSPORTATION IMPACT FEES FUND - REVENUE AND EXPENDITURES

FISCAL YEAR 2015-2016



TOTAL REVENUE	\$ 2,638,300
----------------------	---------------------

	TOTALS	%age of TOTAL
IMPACT FEES	1,250,000	47.38%
CHARGES FOR SERVICE	-	0.00%
INTEREST	20,000	0.76%
CARRYOVER APPROPRIATIONS	1,368,300	51.86%
TOTAL REVENUE	\$ 2,638,300	100%



TOTAL EXPENDITURES	\$ 2,638,300
---------------------------	---------------------

	TOTALS	%age of TOTAL
OPERATING EXPENDITURES	\$ 30,000	1.14%
CAPITAL EXPENDITURES	2,550,000	96.65%
TRANSFER TO GENERAL FUND	58,300	2.21%
TOTAL EXPENDITURES	\$ 2,638,300	100%

**CITY OF APOPKA
TRANSPORTATION IMPACT FEES FUND**

TRANSPORTATION IMPACT FEES FUND BUDGET SUMMARY

	<u>2014</u> <u>ACTUAL</u>	<u>2015</u> <u>BUDGET</u>	<u>2015</u> <u>ESTIMATE</u>	<u>2016</u> <u>ADOPTED</u>
FUND BALANCE, OCTOBER 1	6,405,520	5,509,598	5,509,598	6,998,348
ADD REVENUES:				
341-3000 IMPACT FEES - RESIDENTIAL	1,105,596	1,010,000	965,000	1,050,000
341-3000 IMPACT FEES - COMMERCIAL	1,012,350	40,000	1,090,450	200,000
361-1000 INVESTMENT EARNINGS	489	20,000	20,000	20,000
363-1250 CHARGES FOR SERVICES	21,397	-	100	-
363-9000 MISCELLANEOUS REVENUES	31,104	-	-	-
389-0009 CARRYOVER APPROPRIATIONS	-	266,875	-	1,368,300
TOTAL REVENUES AVAILABLE	8,576,456	6,846,473	7,585,148	9,636,648
DEDUCT EXPENDITURES:				
OPERATING EXPENDITURES	29,938	131,375	31,800	30,000
CAPITAL EXPENDITURES	2,931,041	1,250,000	500,000	2,550,000
TRANSFERS OUT:				
GENERAL FUND	105,879	55,000	55,000	58,300
TOTAL EXPENDITURES	3,066,858	1,436,375	586,800	2,638,300
FUND BALANCE, SEPTEMBER 30	<u>5,509,598</u>	<u>5,410,098</u>	<u>6,998,348</u>	<u>6,998,348</u>

**CITY OF APOPKA
TRANSPORTATION IMPACT FEES**

LINE ITEM DETAIL

	<u>2014</u> <u>ACTUAL</u>	<u>2015</u> <u>BUDGET</u>	<u>2015</u> <u>ESTIMATE</u>	<u>2016</u> <u>REQUESTED</u>
SUPPLIES AND OTHER SERVICES:				
3100 PROFESSIONAL SERVICES	500	99,500	-	-
3112 TRAFFIC COUNTS	27,638	30,000	30,000	30,000
3200 AUDIT SERVICES	1,800	1,875	1,800	-
TOTAL	29,938	131,375	31,800	30,000
CAPITAL OUTLAY:	2,931,041	1,250,000	500,000	2,550,000
TRANSFERS:	105,879	55,000	55,000	58,300
TOTAL COST	3,066,858	1,436,375	586,800	2,638,300

**CITY OF AOPKA
TRANSPORTATION IMPACT FEES**

STAFFING ANALYSIS

NUMBER OF FULL-TIME/PART-TIME PERSONNEL

<u>POSITION</u>	<u>2014</u>	<u>2015</u>	<u>2016</u>
NONE	0	0	0
TOTAL	0	0	0

CAPITAL OUTLAY

6300 - Infrastructure

6th Street reconstruction and downtown related street improvements, Central Ave to US441	\$ 1,000,000
Hawthorne Rd Drainage and pavement improvements	500,000
New Sidewalks	50,000
Old Dixie (Hawthorne Ave to Schopke Lester Rd) (turn lane, curb, gutter)	<u>1,000,000</u>
	\$ 2,550,000

Total Capital Outlay \$ 2,550,000

**CITY OF APOPKA
LAW ENFORCEMENT TRUST FUND**

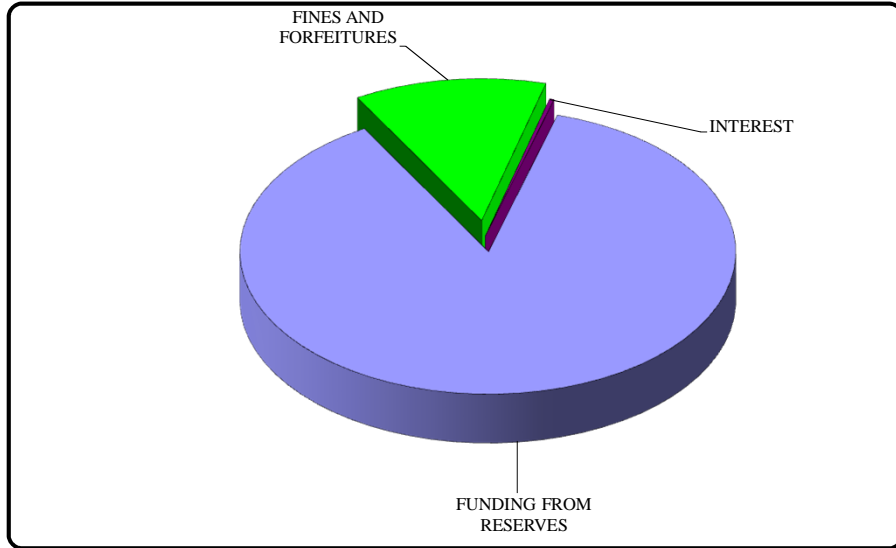
FUND 103

PAGE LEFT INTENTIONALLY BLANK

**CITY OF AOPKA
LAW ENFORCEMENT TRUST FUND**

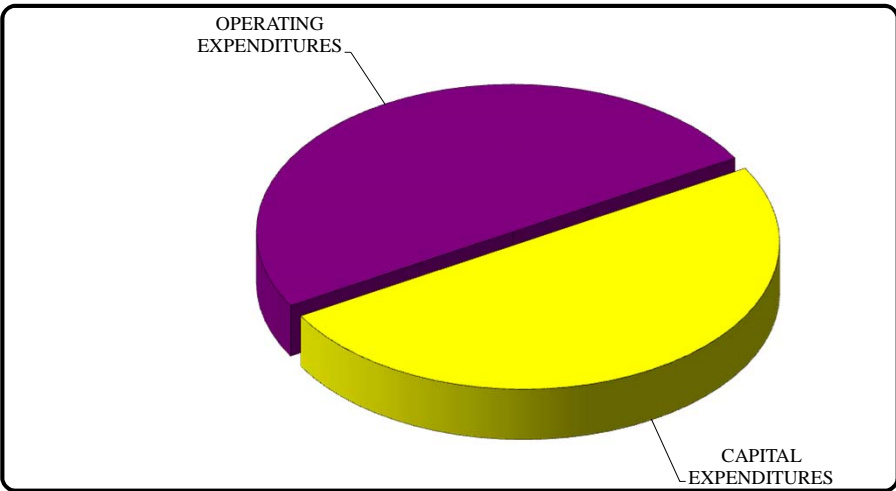
LAW ENFORCEMENT TRUST FUND - REVENUE AND EXPENDITURES

FISCAL YEAR 2015-2016



TOTAL REVENUE	\$ 100,000
----------------------	-------------------

	TOTALS	%age of TOTAL
FINES AND FORFEITURES	12,500	12.50%
INTEREST	300	0.30%
FUNDING FROM RESERVES	87,200	87.20%
TOTAL REVENUE	\$ 100,000	100%



TOTAL EXPENDITURES	\$ 100,000
---------------------------	-------------------

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

**CITY OF APOPKA
LAW ENFORCEMENT TRUST FUND**

LAW ENFORCEMENT TRUST FUND BUDGET SUMMARY

	<u>2014</u> <u>ACTUAL</u>	<u>2015</u> <u>BUDGET</u>	<u>2015</u> <u>ESTIMATE</u>	<u>2016</u> <u>REQUESTED</u>
FUND BALANCE, OCTOBER 1	137,435	144,058	144,058	145,058
ADD REVENUES:				
359-0000 FEDERAL FORFEITURES - JUSTICE	67,321	12,500	7,000	12,500
359-2000 FEDERAL FORFEITURES-TREASURY	68,206		5,000	
361-1000 INVESTMENT EARNINGS	359			300
389-0009 CARRYFORWARD APPROPRIATION	-	150,750		
389-1000 FUNDING FROM RESERVES	-	64,982		87,200
TOTAL REVENUES AVAILABLE	273,321	372,290	156,058	245,058
DEDUCT EXPENDITURES:				
OPERATING EXPENDITURES	10,000	48,482	11,000	50,000
CAPITAL EXPENDITURES	119,263	120,456	-	50,000
TOTAL EXPENDITURES	129,263	168,938	11,000	100,000
FUND BALANCE, SEPTEMBER 30	<u>144,058</u>	<u>203,352</u>	<u>145,058</u>	<u>145,058</u>

**CITY OF APOPKA
LAW ENFORCEMENT TRUST FUND**

LINE ITEM DETAIL

	<u>2014</u> <u>ACTUAL</u>	<u>2015</u> <u>BUDGET</u>	<u>2015</u> <u>ESTIMATE</u>	<u>2016</u> <u>REQUESTED</u>
SUPPLIES AND OTHER SERVICES:				
4900 OTHER CURRENT CHARGES	10,000	27,500	6,000	25,000
5200 OPERATING SUPPLIES		20,982	5,000	25,000
TOTAL	10,000	48,482	11,000	50,000
CAPITAL OUTLAY:	119,263	120,456	-	50,000
TOTAL COST	129,263	168,938	11,000	100,000

PAGE LEFT INTENTIONALLY BLANK

**CITY OF APOPKA
RECREATION IMPACT FEES**

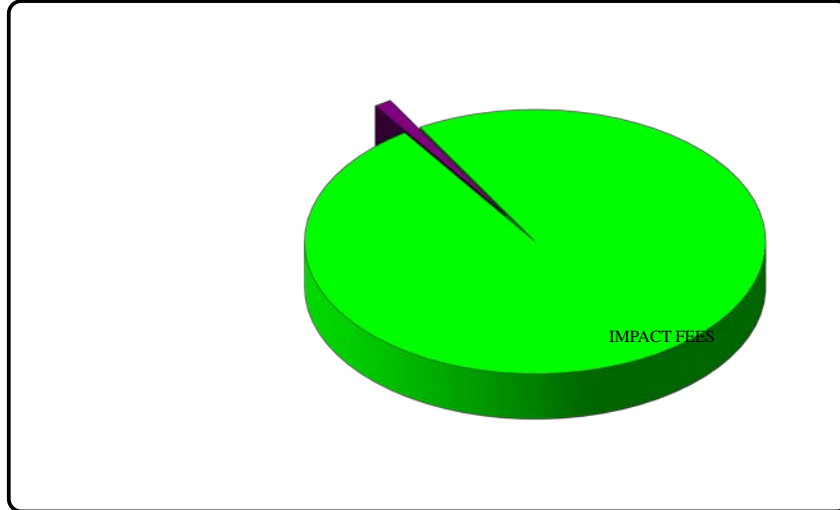
FUND 104

PAGE LEFT INTENTIONALLY BLANK

CITY OF AOPKA
RECREATION IMPACT FUND FUND

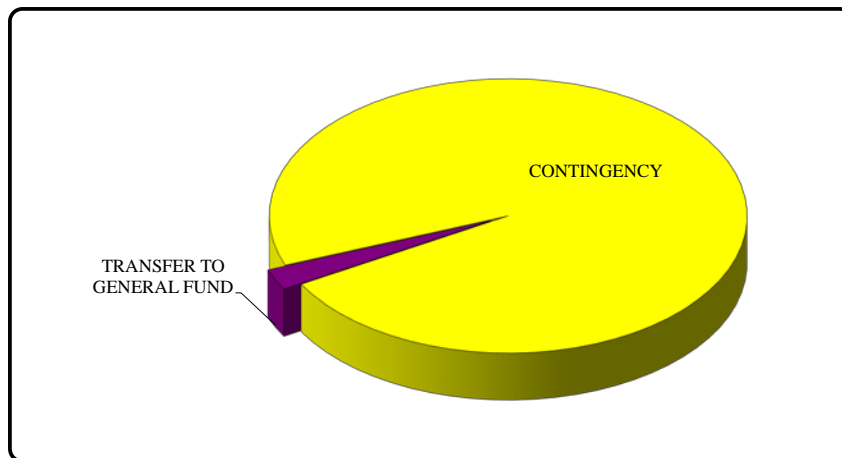
RECREATION IMPACT FEES FUND - REVENUE AND EXPENDITURES

FISCAL YEAR 2015-2016



TOTAL REVENUE \$ 81,000

	<u>TOTALS</u>	<u>%age of TOTAL</u>
IMPACT FEES	80,000	98.77%
INTEREST	1,000	1.23%
TOTAL REVENUE	\$ 81,000	100%



TOTAL EXPENDITURES \$ 81,000

	<u>TOTALS</u>	<u>%age of TOTAL</u>
TRANSFER TO GENERAL FUND	2,000	2.47%
CONTINGENCY	79,000	97.53%
TOTAL EXPENDITURES	\$ 81,000	100%

**CITY OF APOPKA
RECREATION IMPACT FEES FUND**

RECREATION IMPACT FEES FUND BUDGET SUMMARY

	<u>2014</u> <u>ACTUAL</u>	<u>2015</u> <u>BUDGET</u>	<u>2015</u> <u>ESTIMATE</u>	<u>2016</u> <u>ADOPTED</u>
FUND BALANCE, OCTOBER 1	171,245	254,847	254,847	335,052
ADD REVENUES:				
RECREATION IMPACT FEES	83,885	75,000	80,270	80,000
INVESTMENT EARNINGS	742	250	1,000	1,000
TOTAL REVENUES AVAILABLE	255,872	330,097	336,117	416,052
DEDUCT EXPENDITURES:				
OPERATING EXPENDITURES	1,025	1,065	1,065	-
CAPITAL EXPENDITURES	-	250,000	-	-
DEBT SERVICE	-	15,150	-	-
CONTINGENCY				79,000
TRANSFERS OUT:				
GENERAL FUND	-	-	-	2,000
TOTAL EXPENDITURES	1,025	16,215	1,065	81,000
FUND BALANCE, SEPTEMBER 30	<u>254,847</u>	<u>313,882</u>	<u>335,052</u>	<u>335,052</u>

**CITY OF AOPKA
STORMWATER FUND**

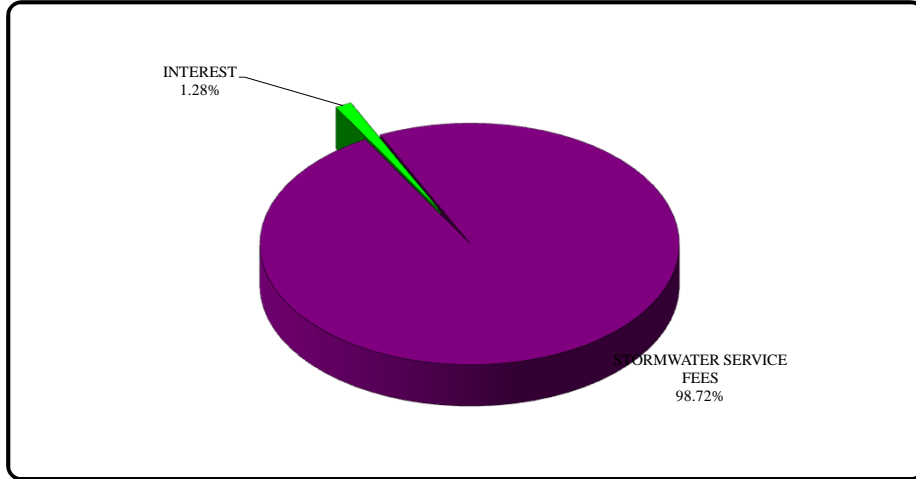
FUND 120

PAGE LEFT INTENTIONALLY BLANK

**CITY OF AOPKA
STORMWATER FUND**

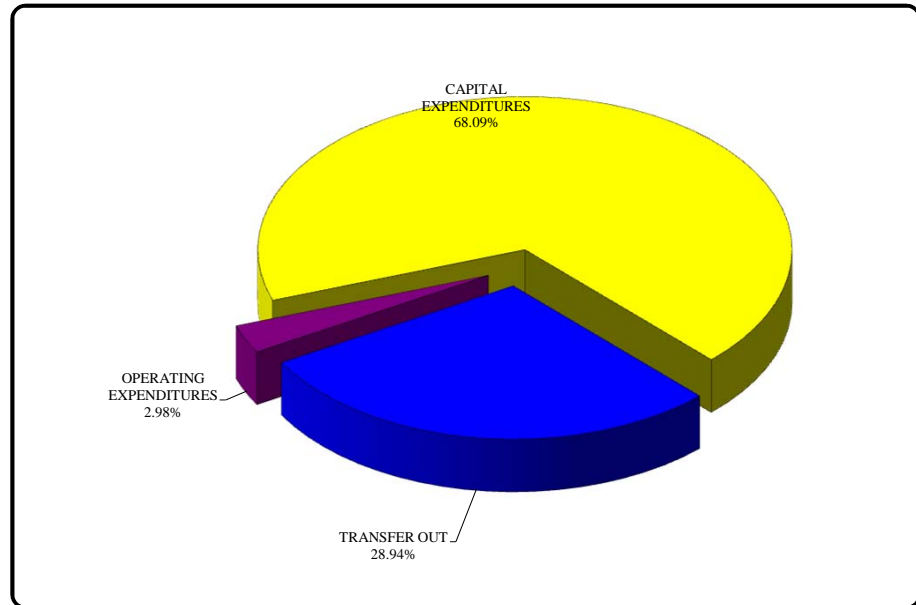
STORMWATER FUND - REVENUE AND EXPENDITURES

FISCAL YEAR 2015-2016



TOTAL REVENUE	\$	587,500
----------------------	-----------	----------------

	TOTALS	%age of TOTAL
INTEREST	\$ 7,500	1.28%
STORMWATER SERVICE FEES	580,000	98.72%
TOTAL REVENUE	\$ 587,500	100%



TOTAL EXPENDITURES	\$	587,500
---------------------------	-----------	----------------

	TOTALS	%age of TOTAL
OPERATING EXPENDITURES	\$ 17,500	2.98%
CAPITAL EXPENDITURES	400,000	68.09%
TRANSFER OUT	170,000	28.94%
TOTAL EXPENDITURES	\$ 587,500	100%

**CITY OF APOPKA
STORMWATER FUND**

STORMWATER MANAGEMENT FUND BUDGET SUMMARY

	<u>2014</u> <u>ACTUAL</u>	<u>2015</u> <u>BUDGET</u>	<u>2015</u> <u>ESTIMATE</u>	<u>2016</u> <u>REQUESTED</u>
FUND BALANCE, OCTOBER 1	2,507,235	1,723,743	1,723,743	2,063,644
ADD REVENUES:				
361-1000 INVESTMENT EARNINGS	8,949	8,000	7,521	7,500
363-1250 STORMWATER SERVICE FEES	400,488	421,500	585,759	580,000
381-0010 TRANSFER FROM GENERAL FUND	49,900	-	-	-
389-0009 CARRYOVER APPROPRIATIONS	-	181,005	100	-
TOTAL REVENUES AVAILABLE	2,966,572	2,334,248	2,317,123	2,651,144
DEDUCT EXPENDITURES:				
OPERATING EXPENDITURES	100,743	113,385	106,359	17,500
CAPITAL EXPENDITURES	1,001,936	350,000	-	400,000
TRANSFERS OUT:				
GENERAL FUND	24,000	24,000	24,000	29,000
STREET IMPROVEMENT FUND	116,150	123,120	123,120	141,000
TOTAL EXPENDITURES	1,242,829	610,505	253,479	587,500
FUND BALANCE, SEPTEMBER 30	<u>1,723,743</u>	<u>1,723,743</u>	<u>2,063,644</u>	<u>2,063,644</u>

**CITY OF APOPKA
STORMWATER FUND**

LINE ITEM DETAIL

	<u>2014</u>	<u>2015</u>	<u>2015</u>	<u>2016</u>
	<u>ACTUAL</u>	<u>BUDGET</u>	<u>ESTIMATE</u>	<u>REQUESTED</u>
SUPPLIES AND OTHER SERVICES:				
3100	PROFESSIONAL SERVICES	6,895	-	
3200	AUDIT SERVICES	1,025	1,065	1,065
3400	OTHER CONTRACTUAL SERVICES	57,624	58,000	58,000
4000	TRAVEL & PER DIEM	-	1,800	-
4100	COMMUNICATIONS	477	480	480
4500	LIABILITY & CASUALTY INSURANCE	21,070	21,070	21,070
4600	REPAIR AND MAINTENANCE	-	-	-
4650	VEHICLE MAINTENANCE	-	1,500	1,500
4900	OTHER CHARGES	12,780	16,000	10,774
5200	OPERATING SUPPLIES	872	6,720	6,720
5250	FUEL & GASOLINE	-	5,250	5,250
5400	BOOKS,PUBS, SUBS & MEMBERSHIPS	-	1,500	1,500
TOTAL		100,743	113,385	106,359
SUPPLIES AND OTHER SERVICES:				
6100	LAND ACQUISITION	-	-	-
6300	IMPROVEMENTS	758,385	350,000	400,000
6400	EQUIPMENT	243,551	-	-
TOTAL		1,001,936	350,000	400,000
TRANSFERS OUT:				
9300	TRANSFER TO GENERAL FUND	24,000	24,000	24,000
9300	TRANSFER TO STREET IMPROVEMENT FUND	116,150	123,120	123,120
TOTAL		140,150	147,120	169,000
TOTAL COST		1,242,829	610,505	229,479

CAPITAL OUTLAY

6300 - Improvements:				
	City Wide Drainage Improvements			\$ 400,000
				<hr/>
	Total Improvements			\$ 400,000
6400 - Equipment:				
				\$ -
				<hr/>
	Total Equipment			\$ -
Total Capital Outlay				\$ 400,000

**CITY OF APOPKA
OPERATING BUDGET JUSTIFICATION FORM
FISCAL YEAR 2015-16**

Fund	<u>Stormwater Fund - 120</u>
Department	<u>Stormwater 3151-538</u>
Line Item #	<u>4900</u>
Line Item Description	<u>Other Charges</u>

Item	Description	Justification	Estimated Cost
	<i>National Pollutant Discharge Elimination Services Testing</i>	<i>Cost of NPDES Services of the DEP</i>	<i>6,000</i>
	<i>Property Appraiser Parcels</i>	<i>Cost of Stormwater non ad valorem fees collected by Orange County Property Appraiser</i>	<i>10,000</i>

Total Cost	\$ 16,000
-------------------	------------------

**CITY OF APOPKA
OPERATING BUDGET JUSTIFICATION FORM
FISCAL YEAR 2015-16**

Fund	<u>Stormwater Fund - 120</u>
Department	<u>Stormwater 3151-538</u>
Line Item #	<u>5400</u>
Line Item Description	<u>Books, Publications & Subscriptions</u>

Item	Description	Justification	Estimated Cost
	<i>Florida Utility Assoc. Memberships</i>	<i>Membership fee</i>	<i>1,500</i>

Total Cost	\$	1,500
-------------------	-----------	--------------

**CITY OF APOPKA
OPERATING BUDGET JUSTIFICATION FORM
FISCAL YEAR 2015-16**

Fund	<u>Stormwater Fund - 120</u>
Department	<u>Stormwater 3151-538</u>
Line Item #	<u>6300</u>
Line Item Description	<u>Infrastructure</u>

Item	Description	Justification	Estimated Cost
	<i>Drainage City Wide</i>	<i>City wide project for the improvement of the existing drainage and additional installations of new systems as the City grows</i>	<i>400,000</i>

Total Cost	\$ 400,000
-------------------	-------------------

**CITY OF APOPKA
OPERATING BUDGET JUSTIFICATION FORM
FISCAL YEAR 2015-16**

Fund	<u>Stormwater Fund - 120</u>
Department	<u>Stormwater 3151-538</u>
Line Item #	<u>9300</u>
Line Item Description	<u>Transfer</u>

Item	Description	Justification	Estimated Cost
	<i>To Steet Improvement Fund</i>	<i>Reimburse for Inmate provided services</i>	<i>141,000</i>
	<i>To General Fund</i>	<i>For Administrative Costs</i>	<i>29,000</i>

Total Cost	\$ 170,000
-------------------	-------------------

PAGE LEFT INTENTIONALLY BLANK

**CITY OF APOPKA
GRANT FUND**

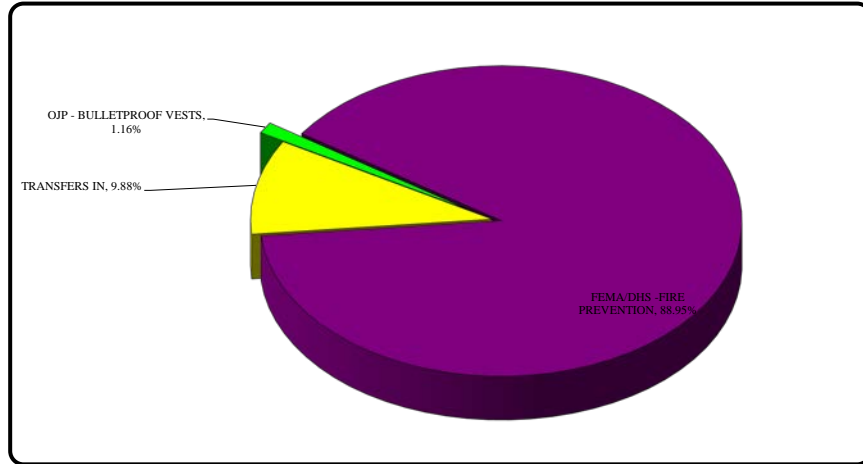
FUND 150

PAGE LEFT INTENTIONALLY BLANK

**CITY OF AOPKA
GRANT FUND**

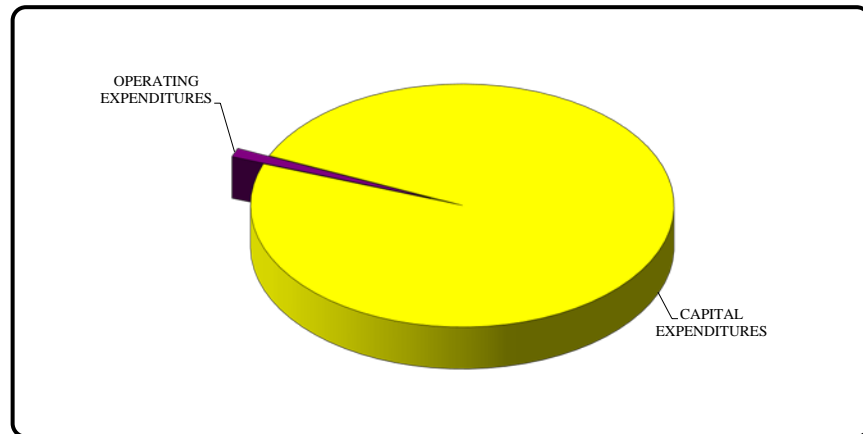
GRANT FUND - REVENUE AND EXPENDITURES

FISCAL YEAR 2015-2016



TOTAL REVENUE \$ 386,310

	TOTALS	%age of TOTAL
OJP - BULLETPROOF VESTS	4,500	1.16%
FEMA/DHS - FIRE PREVENTION	343,629	88.95%
TRANSFERS IN	38,181	9.88%
TOTAL REVENUE	\$ 386,310	100%



TOTAL EXPENDITURES \$ 386,310

	TOTALS	%age of TOTAL
OPERATING EXPENDITURES	4,500	1.16%
CAPITAL EXPENDITURES	381,810	98.84%
TOTAL EXPENDITURES	\$ 386,310	100%

**CITY OF AOPKA
GRANTS FUND**

GRANTS FUND BUDGET SUMMARY

	<u>2014</u> <u>ACTUAL</u>	<u>2015</u> <u>BUDGET</u>	<u>2015</u> <u>ESTIMATE</u>	<u>2016</u> <u>REQUESTED</u>
FUND BALANCE, OCTOBER 1	-	-	-	-
ADD REVENUES:				
331-2110 OJP - BULLETPROOF VEST PGM	-	-	-	4,500
331-2115 LAW ENFORCEMENT BLOCK GRANT	-	-	-	-
331-2700 DOJ - BYRNE GRANT	-	-	-	-
331-3000 FEMA/DHS - SAFER GRANT	-	-	-	-
331-3100 FEMA/DHS - AFG GRANT	-	-	-	-
331-3101 FEMA/DHS/AFG GRANT-FIRE PREV	-	-	-	343,629
331-4899 HUD -SUSTAINABILITY GRANT	-	-	-	-
334-4900 FDOT Service Development Grant	-	-	-	-
331-6000 LWCF GRANT - REITER	-	-	-	-
331-7000 EECBG-LIGHTING	-	-	-	-
334-2400 CERT	-	-	-	-
TOTAL	-	-	-	348,129
TRANSFERS - IN:				
GENERAL FUND (CITY MATCH)	-	-	-	38,181
TOTAL REVENUES AVAILABLE	-	-	-	386,310
DEDUCT EXPENDITURES:				
OPERATING EXPENDITURES	-	-	-	386,310
TOTAL EXPENDITURES	-	-	-	386,310
FUND BALANCE, SEPTEMBER 30	-	-	-	-

**CITY OF APOPKA
GRANTS FUND**

LINE ITEM DETAIL

	<u>2014</u>	<u>2015</u>	<u>2015</u>	<u>2016</u>
	<u>ACTUAL</u>	<u>BUDGET</u>	<u>ESTIMATE</u>	<u>REQUESTED</u>
PERSONNEL COSTS:				
1200				
REGULAR SALARIES AND WAGES				
1230				
LONGEVITY PAY				
1240				
HOLIDAY PAY				
1250				
PARAMEDIC PAY				
1400				
OVERTIME-POLICE				
1400				
OVERTIME-FIRE				
1520				
EDUCATION INCENTIVE				
2100				
F.I.C.A.				
2200				
RETIREMENT CONTRIBUTION				
2300				
LIFE AND HEALTH INSURANCE				
2400				
WORKERS COMPENSATION				
TOTAL	-	-	-	-
SUPPLIES AND OTHER SERVICES:				
3100				
PROFESSIONAL SERVICES-COMM DEVEL				
3400				
OTHER CONTRACTUAL SERVICES				
4020				
EMPLOYEE DEVELOPMENT				
4100				
COMMUNICATIONS				
4200				
POSTAGE				
4300				
UTILITY SERVICES				
4400				
RENTALS AND LEASES				
4600				
REPAIR AND MAINTENANCE				
4610				
REPAIR AND MAINTENANCE - VEHICLES				
4700				
PRINTING & BINDING				
4800				
COMMUNITY RELATIONS-FIRE				
5200				4,500
OPERATING SUPPLIES-POLICE				
5200				
OPERATING SUPPLIES-FIRE				
5400				
BOOKS, PUBS, SUBS & MEMBERSHIPS				
5500				
FUEL				
6200				
BUILDINGS				
6300				
IMPROVEMENTS-LEISURE SERVICE				
6400				381,810
EQUIPMENT-FIRE				
9300				
ADMINISTRATIVE TRANSFERS				
9800				
RESERVE FOR CONTINGENCY				
TOTAL	-	-	-	386,310
TOTAL COST	-	-	-	386,310

PAGE LEFT INTENTIONALLY BLANK

**CITY OF APOPKA
SPECIAL ASSESSMENT FUND**

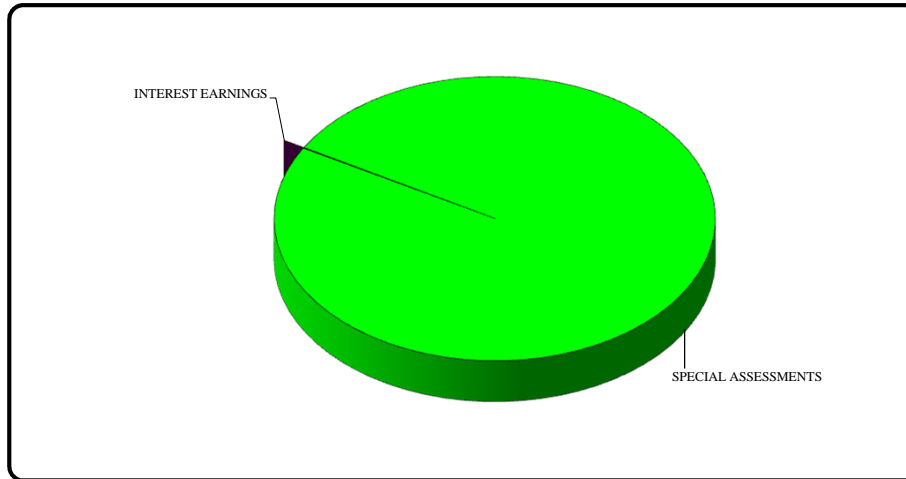
FUND 170

PAGE LEFT INTENTIONALLY BLANK

**CITY OF AOPKA
SPECIAL ASSESSMENT FUND**

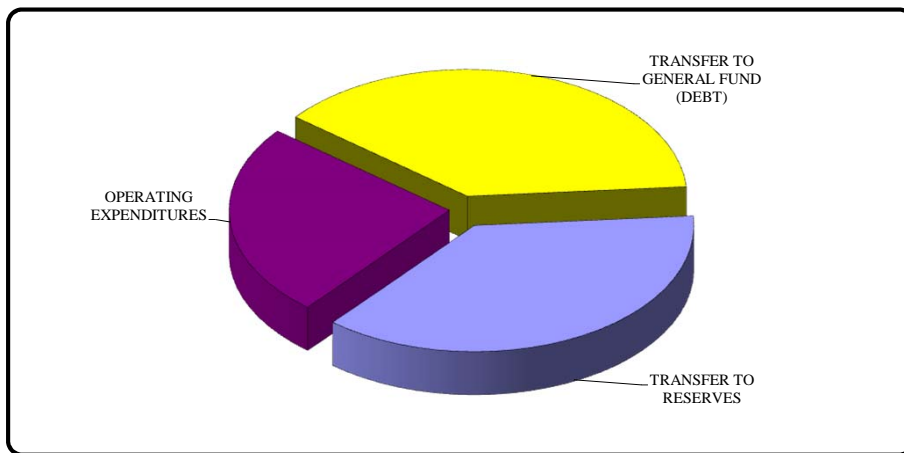
SPECIAL ASSESSMENT FUND - REVENUE AND EXPENDITURES

FISCAL YEAR 2015-2016



TOTAL REVENUE	\$	67,000
----------------------	-----------	---------------

	<u>TOTALS</u>	<u>%age of TOTAL</u>
SPECIAL ASSESSMENTS	66,940	99.91%
INTEREST EARNINGS	60	0.09%
TOTAL REVENUE	\$ 67,000	100%



TOTAL EXPENDITURES	\$	67,000
---------------------------	-----------	---------------

	<u>TOTALS</u>	<u>%age of TOTAL</u>
OPERATING EXPENDITURES	16,500	24.63%
TRANSFER TO GENERAL FUND (DEBT)	25,500	38.06%
TRANSFER TO RESERVES	25,000	37.31%
TOTAL EXPENDITURES	\$ 67,000	100%

**CITY OF APOPKA
SPECIAL ASSESSMENTS FUND**

SPECIAL ASSESSMENT FUND BUDGET SUMMARY

	<u>2014</u> <u>ACTUAL</u>	<u>2015</u> <u>BUDGET</u>	<u>2015</u> <u>ESTIMATE</u>	<u>2016</u> <u>REQUESTED</u>
FUND BALANCE, OCTOBER 1	-	-	-	24,621
ADD REVENUES:				
325-1030 SPECIAL ASSESSMENTS	-	66,940	61,898	66,940
361-1000 INTEREST EARNINGS	-	-	72	60
389-9000 TRANSFER FROM GENERAL FUND	-	-	250,000	-
	-	66,940	311,970	67,000
TOTAL REVENUES AVAILABLE	-	66,940	311,970	91,621
DEDUCT EXPENDITURES:				
OPERATING EXPENDITURES	-	42,440	262,849	16,500
TRANSFER TO GENERAL FUND (DEBT)	-	24,500	24,500	25,500
CONTINGENCY	-	-	-	25,000
TOTAL EXPENDITURES	-	66,940	287,349	67,000
FUND BALANCE, SEPTEMBER 30	-	-	24,621	24,621

**CITY OF AOPKA
SPECIAL ASSESSMENTS FUND**

LINE ITEM DETAIL

	<u>2014</u>	<u>2015</u>	<u>2015</u>	<u>2016</u>
	<u>ACTUAL</u>	<u>BUDGET</u>	<u>ESTIMATE</u>	<u>REQUESTED</u>
SUPPLIES AND OTHER SERVICES:				
3100		5,990	-	-
4300		750	-	-
4500		7,500	-	-
4600		25,800	235	15,000
4900		900	-	-
5200		1,500	1,048	1,500
6300		-	261,566	-
TOTAL	-	42,440	262,849	16,500
9300		24,500	24,500	25,000
TOTAL COST	-	66,940	287,349	41,500

PAGE LEFT INTENTIONALLY BLANK

**CITY OF APOPKA
COMMUNITY REDEVELOPMENT FUND**

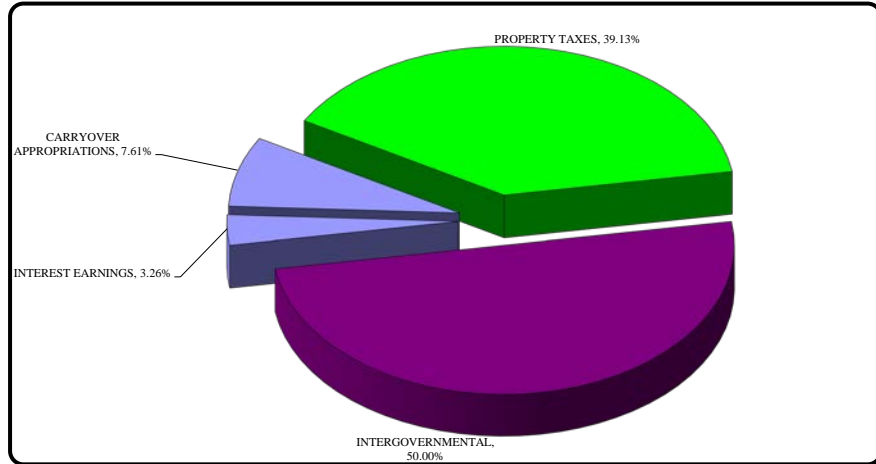
FUND 610

PAGE LEFT INTENTIONALLY BLANK

**CITY OF AOPKA
COMMUNITY REDEVELOPMENT FUND**

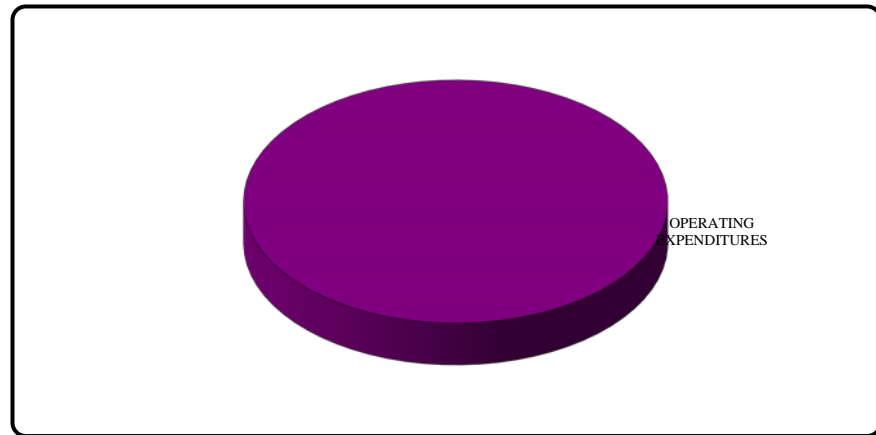
COMMUNITY REDEVELOPMENT FUND - REVENUE AND EXPENDITURES

FISCAL YEAR 2015-2016



TOTAL REVENUE \$ 230,000

	TOTALS	%age of TOTAL
PROPERTY TAXES	90,000	39.13%
INTERGOVERNMENTAL	115,000	50.00%
INTEREST EARNINGS	7,500	3.26%
CARRYOVER APPROPRIATIONS	17,500	7.61%
TOTAL REVENUE	\$ 230,000	100%



TOTAL EXPENDITURES \$ 230,000

	TOTALS	%age of TOTAL
OPERATING EXPENDITURES	230,000	100.00%
TOTAL EXPENDITURES	\$ 230,000	100%

**CITY OF AOPKA
COMMUNITY REDEVELOPMENT FUND**

COMMUNITY REDEVELOPMENT FUND BUDGET SUMMARY

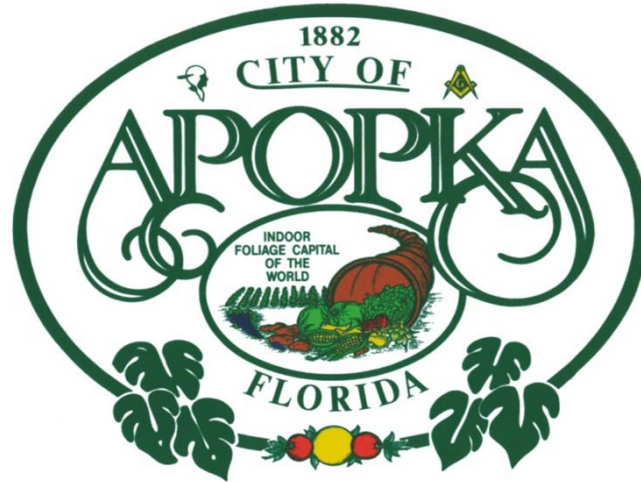
	<u>2014</u> <u>ACTUAL</u>	<u>2015</u> <u>BUDGET</u>	<u>2015</u> <u>ESTIMATE</u>	<u>2016</u> <u>REQUESTED</u>
FUND BALANCE, OCTOBER 1	2,090,083	2,072,490	2,072,490	2,050,740
ADD REVENUES:				
311-1000 PROPERTY TAXES	86,629	87,500	87,500	90,000
311-1001 INTERGOVERNMENTAL	108,784	110,000	111,550	115,000
361-1000 INTEREST	8,383	7,500	7,200	7,500
369-0000 CARRYOVER APPROPRIATIONS	-	23,040	-	17,500
	<u>203,796</u>	<u>228,040</u>	<u>206,250</u>	<u>230,000</u>
TOTAL REVENUES AVAILABLE	2,293,879	2,300,530	2,278,740	2,280,740
DEDUCT EXPENDITURES:				
OPERATING EXPENDITURES	<u>221,389</u>	<u>228,040</u>	<u>228,000</u>	<u>230,000</u>
TOTAL EXPENDITURES	<u>221,389</u>	<u>228,040</u>	<u>228,000</u>	<u>230,000</u>
FUND BALANCE, SEPTEMBER 30	<u>2,072,490</u>	<u>2,072,490</u>	<u>2,050,740</u>	<u>2,050,740</u>

**CITY OF APOPKA
COMMUNITY REDEVELOPMENT FUND**

LINE ITEM DETAIL

	<u>2014</u> <u>ACTUAL</u>	<u>2015</u> <u>BUDGET</u>	<u>2015</u> <u>ESTIMATE</u>	<u>2016</u> <u>REQUESTED</u>
SUPPLIES AND OTHER SERVICES:				
3100 PROFESSIONAL SERVICES	220,364	226,975	226,975	230,000
3200 AUDIT SERVICES	1,025	1,065	1,025	-
TOTAL	221,389	228,040	228,000	230,000
TOTAL COST	221,389	228,040	228,000	230,000

PAGE LEFT INTENTIONALLY BLANK



ENTERPRISE FUNDS

UTILITY OPERATING FUND
SANITATION FUND
AIRPORT FUND
UTILITY IMPACT FEES FUND

PAGE LEFT INTENTIONALLY BLANK

**CITY OF APOPKA
UTILITY OPERATING FUND**

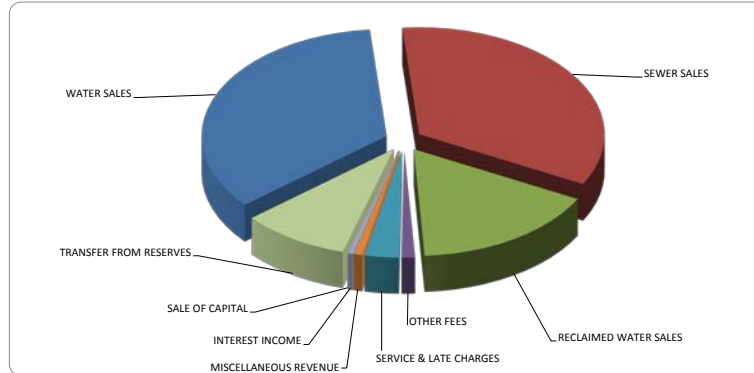
FUND 401

PAGE LEFT INTENTIONALLY BLANK

**CITY OF AOPKA
UTILITIES OPERATING FUND**

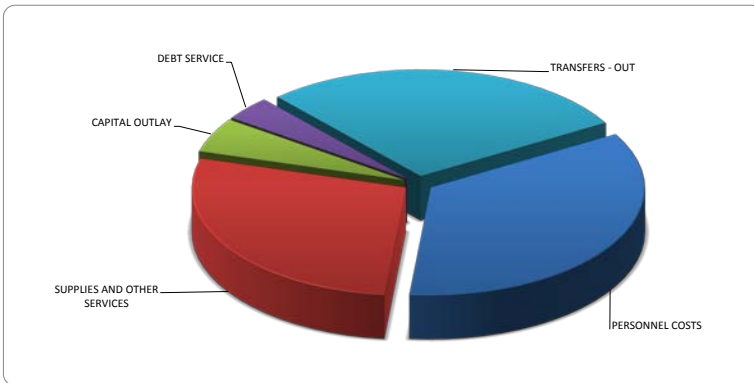
UTILITY OPERATING FUND - REVENUE AND EXPENDITURES

FISCAL YEAR 2015-2016



TOTAL REVENUE \$ 16,390,169

	TOTALS	PERCENT REVENUES
WATER SALES	\$ 5,680,000	34.7%
SEWER SALES	5,600,100	34.2%
RECLAIMED WATER SALES	2,680,000	16.4%
OTHER FEES	191,000	1.2%
SERVICE & LATE CHARGES	490,000	3.0%
MISCELLANEOUS REVENUE	130,000	0.8%
INTEREST INCOME	64,000	0.4%
SALE OF CAPITAL	7,000	0.0%
TRANSFER FROM RESERVES	1,548,069	9.4%
TOTAL REVENUE	\$ 16,390,169	100%



TOTAL EXPENSE \$ 16,390,169

	TOTALS	PERCENT EXPENSES
PERSONNEL COSTS	\$ 5,725,941	34.9%
SUPPLIES AND OTHER SERVICES	4,554,788	27.8%
CAPITAL OUTLAY	858,000	5.2%
DEBT SERVICE	601,441	3.7%
TRANSFERS - OUT	4,650,000	28.4%
TOTAL EXPENSES	\$ 16,390,169	100%

**CITY OF AOPKA
UTILITY OPERATING FUND**

UTILITY OPERATING FUND BUDGET SUMMARY

	<u>2014</u> <u>ACTUAL</u>	<u>2015</u> <u>BUDGET</u>	<u>2015</u> <u>ESTIMATE</u>	<u>2016</u> <u>REQUESTED</u>
NET POSITION, OCTOBER 1	17,513,497	19,061,577	19,061,577	20,507,269
ADD REVENUES:				
CHARGES FOR SERVICES:				
341-3000 SALE OF MAPS	-	250	-	-
343-3101 WATER SERVICE FEES	5,541,172	5,450,000	5,636,453	5,600,000
343-3102 WATER METER & TAP FEES	86,152	80,000	80,000	80,000
343-3104 OTHER FEES	145,682	-	148,041	145,000
343-3106 RECLAIMED WATER SERVICE FEES	2,661,176	2,850,000	2,694,472	2,600,000
343-3107 RECLAIM WATER METER & TAP FEES	85,811	57,000	85,000	80,000
343-5101 SEWER SERVICE FEES	5,691,201	5,500,000	5,861,547	5,600,000
343-5102 SEWER TAP FEES	50	500	100	100
343-5103 INDUSTRIAL WASTE SURCHARGE	13,108	20,000	13,620	13,000
343-5104 BACKFLOW FEES	40,823	30,000	33,807	33,000
369-9005 SERVICE AND LATE CHARGES	520,365	450,000	497,318	490,000
369-9000 MISCELLANEOUS REVENUE	34,226	35,000	55,302	55,000
TOTAL OPERATING REVENUES	14,819,766	14,472,750	15,105,660	14,696,100
NON - OPERATING REVENUES:				
361-1000 INTEREST/DIVIDEND EARNINGS	64,530	60,000	65,244	64,000
364-9000 GAIN ON DISPOSAL OF CAPITAL ASSETS	6,279	-	-	5,000
365-1000 SCRAP SALES	2,329	-	-	2,000
389-0009 CARRYOVER APPROPRIATIONS	-	580,470	580,470	1,548,069
389-4000 CAPITAL CONTRIBUTIONS FROM DEVELOPERS	1,256,835	-	-	-
389-9000 OTHER NON-OPERATING SOURCES (Forfeited Deposits)	67,667	-	-	75,000
TOTAL NON-OPERATING REVENUES	1,397,640	640,470	645,714	1,694,069
TRANSFERS IN:				
TRANSFER FROM GENERAL FUND	101,000	107,060	107,060	-
TRANSFER FROM STREETS FUND	113,620	120,430	120,430	-
TRANSFER FROM SANITATION FUND	234,180	248,220	248,220	-
TOTAL TRANSFERS IN	448,800	475,710	475,710	-
TOTAL REVENUES AVAILABLE	34,179,703	34,650,507	35,288,661	36,897,438

**CITY OF APOPKA
UTILITY OPERATING FUND**

UTILITY OPERATING FUND BUDGET SUMMARY

	<u>2014</u> <u>ACTUAL</u>	<u>2015</u> <u>BUDGET</u>	<u>2015</u> <u>ESTIMATE</u>	<u>2016</u> <u>REQUESTED</u>
TOTAL REVENUES AVAILABLE	34,179,703	34,650,507	35,288,661	36,897,438
DEDUCT EXPENDITURES:				
UTILITY ADMINISTRATION	1,050,890	1,134,220	1,069,356	772,181
WATER PLANT	1,737,836	2,038,540	1,899,468	1,466,267
WASTEWATER PLANT	2,837,638	2,820,755	2,702,761	2,747,830
UTILITY CONSTRUCTION	502,175	690,995	582,363	709,786
WATER MAINTENANCE	1,512,191	1,369,180	1,294,727	1,427,397
UTILITY BILLING	741,398	802,030	826,739	847,148
WASTEWATER MAINTENANCE	1,056,441	1,294,460	1,166,862	1,297,295
RESTORATION	175,979	249,740	209,888	258,079
DESIGN ENGINEERING	556,186	652,480	618,347	754,746
TOTAL OPERATING COSTS	10,170,734	11,052,400	10,370,511	10,280,729
CAPITAL OUTLAY:				
UTILITY ADMINISTRATION	-	25,000	25,000	130,000
WATER PLANT	-	63,000	63,000	71,000
WASTEWATER PLANT	-	72,000	72,000	101,500
UTILITY CONSTRUCTION	-	-	-	-
WATER MAINTENANCE	-	135,100	135,100	124,000
UTILITY BILLING	-	25,720	-	4,500
WASTEWATER MAINTENANCE	-	103,200	3,271	286,000
RESTORATION	-	100,000	100,000	135,000
DESIGN ENGINEERING	-	-	-	6,000
TOTAL CAPITAL OUTLAY	-	524,020	398,371	858,000
DEBT SERVICE:	1,401,062	253,400	253,400	601,441
TRANSFERS-OUT:				
TRANSFER TO GENERAL FUND	3,546,330	3,759,110	3,759,110	4,650,000
TOTAL TRANSFERS-OUT	3,546,330	3,759,110	3,759,110	4,650,000
TOTAL EXPENDITURES	15,118,126	15,588,930	14,781,392	16,390,170
NET POSITION, SEPTEMBER 30	\$ 19,061,577	\$ 19,061,577	\$ 20,507,269	\$ 20,507,269
FUND BALANCE TO EXPENDITURE PERCENTAGE	126.1%	122.3%	138.7%	125.1%

**CITY OF APOPKA
UTILITY ADMINISTRATION**

LINE ITEM DETAIL

	<u>2014</u>	<u>2015</u>	<u>2015</u>	<u>2016</u>
	<u>ACTUAL</u>	<u>BUDGET</u>	<u>ESTIMATE</u>	<u>REQUESTED</u>
PERSONNEL COSTS:				
1200 REGULAR SALARIES AND WAGES	580,162	595,100	553,481	510,217
1210 LONGEVITY PAY	8,592	3,200	8,727	3,325
1400 OVERTIME	33	800	-	800
1600 OTHER REIMBURSED ALLOWANCES	-	-	-	1,068
2100 F.I.C.A.	40,490	45,910	36,727	39,429
2200 RETIREMENT CONTRIBUTION	92,122	89,525	70,738	59,871
2300 LIFE AND HEALTH INSURANCE	50,640	68,850	68,849	90,793
2400 WORKERS COMPENSATION	7,800	7,800	7,800	8,504
TOTAL	779,839	811,185	746,321	714,006
SUPPLIES AND OTHER SERVICES:				
3100 PROFESSIONAL SERVICES	760	5,000	5,000	5,000
3400 OTHER CONTRACTUAL SERVICES	17,886	41,980	41,980	6,480
4100 COMMUNICATIONS	10,688	2,800	2,800	-
4200 FREIGHT & POSTAGE	190	600	600	600
4300 UTILITY SERVICES	6,652	11,500	11,500	7,500
4400 RENTAL & LEASES	150	150	150	150
4500 LIABILITY & CASUALTY INSURANCE	37,200	37,200	37,200	-
4600 REPAIR AND MAINTENANCE	181,804	199,530	199,530	20,242
4650 VEHICLE MAINTENANCE	2,714	2,100	2,100	1,600
4700 PRINTING AND BINDING	216	500	500	500
4900 OTHER CHARGES	2,023	4,000	4,000	2,093
5100 OFFICE SUPPLIES	2,788	3,850	3,850	2,850
5200 OPERATING SUPPLIES	4,330	4,795	4,795	4,065
5201 VENDING SUPPLIES	1,351	2,950	2,950	2,850
5250 FUEL & GASOLINE	1,531	2,920	2,920	1,000
5400 BOOKS, PUBS, SUBS & MEMBERSHIPS	341	1,885	1,885	1,570
5500 TRAINING	427	1,275	1,275	1,675
TOTAL	271,051	323,035	323,035	58,175
CAPITAL OUTLAY:				
6200 BUILDINGS	-	-	-	112,000
6300 IMPROV. OTHER THAN BUILDINGS	-	-	-	-
6400 EQUIPMENT	-	25,000	25,000	18,000
TOTAL	-	25,000	25,000	130,000
TRANSFERS:				
9300 TRANSFER TO GENERAL FUND	-	-	-	-
TOTAL	-	-	-	-
TOTAL COST	1,050,890	1,159,220	1,094,356	902,181

**CITY OF AOPKA
UTILITY ADMINISTRATION**

STAFFING ANALYSIS

NUMBER OF FULL-TIME/PART-TIME PERSONNEL

<u>POSITION</u>	<u>2014</u>	<u>2015</u>	<u>2016</u>
PUBLIC SERVICES DIRECTOR	1	1	1
ASST PUBLIC SERVICES DIRECTOR	1	1	1
ADMINISTRATIVE ASSISTANT	1	1	1
OFFICE MANAGER	1	1	1
ADMINISTRATIVE SUPPORT CLERK	1	1	1
SECRETARY II	1	1	1
CUSTOMER SERVICE CLERK	1	1	1
PURCHASING SUPERVISOR	1	1	1
PURCHASING AND SUPPLY SPECIALIST	1	1	1
TOTAL	9	9	9

CAPITAL OUTLAY

6200 - Building		
Public Services Bldg - Replacement Roof		97,000
public Services Bldg - Replace Tile		15,000
		<u>\$ 112,000</u>
6400 - Equipment		
Replacement Vehicle - Ford Focus		<u>\$ 18,000</u>
Total Capital Outlay		\$ 130,000

**CITY OF AOPKA
OT JUSTIFICATION FORM
FISCAL YEAR 2015-16**

Fund	<u>Water & Wastewater Fund - 401</u>
Department	<u>Utility Administration 3010-539</u>
Line Item #	<u>1400</u>
Line Item Description	<u>Overtime</u>

Item	Description	Justification	Estimated Cost
	Overtime	<i>Occasional meetings extending beyond regular business hours, such as Safety meetings or occasional deadline projects that extend beyond regular business hours</i>	800

Total Cost	\$	800
------------	----	-----

**CITY OF AOPKA
OPERATING BUDGET JUSTIFICATION FORM
FISCAL YEAR 2015-16**

Fund	<u>Water & Wastewater Fund - 401</u>
Department	<u>Utility Administration 3010-539</u>
Line Item #	<u>3100</u>
Line Item Description	<u>Professional Services</u>

Item	Description	Justification	Estimated Cost
	<i>Attorney Fees</i> <i>Surveying Services</i> <i>Engineering Fees</i>	<i>Misc. fees that may be required throughout the year</i>	<i>5,000</i>

Total Cost	\$ 5,000
-------------------	-----------------

**CITY OF AOPKA
OPERATING BUDGET JUSTIFICATION FORM
FISCAL YEAR 2015-16**

Fund	<u>Water & Wastewater Fund - 401</u>
Department	<u>Utility Administration 3010-539</u>
Line Item #	<u>3400</u>
Line Item Description	<u>Other Contractual Services</u>

Item	Description	Justification	Estimated Cost
	<i>PS Admin Bldg.</i>	<i>Monthly Janitorial Service Charge 12 @\$475</i>	<i>5,700</i>
	<i>Purchasing Warehouse</i>	<i>Monthly Janitorial Service Charge 12 @\$65</i>	<i>780</i>

Total Cost	\$ 6,480
-------------------	-----------------

**CITY OF AOPKA
OPERATING BUDGET JUSTIFICATION FORM
FISCAL YEAR 2015-16**

Fund	<u>Water & Wastewater Fund - 401</u>
Department	<u>Utility Administration 3010-539</u>
Line Item #	<u>4100</u>
Line Item Description	<u>Communications Services</u>

Item	Description	Justification	Estimated Cost
	<i>Cell Phone Service</i>	<i>Monthly Cell Phone allotment J Jreij & Admin PS (2) @ \$40 x12 Move to Salaries and Wages</i>	<i>960 (960)</i>
	<i>Internet</i>	<i>Monthly Internet Charges PS Admin 9 @ \$72</i>	<i>648</i>
	<i>Long Distance</i>	<i>Long Distance Charge PS Admin</i>	<i>600</i>
	<i>Priority Cell</i>	<i>Cell phones (2) @ 150</i>	<i>300</i>
		<i>Centralized Support function - IT</i>	<i>(1,548)</i>

Total Cost	\$	-
------------	----	---

**CITY OF AOPKA
 OPERATING BUDGET JUSTIFICATION FORM
 FISCAL YEAR 2015-16**

Fund	<u>Water & Wastewater Fund - 401</u>
Department	<u>Utility Administration 3010-539</u>
Line Item #	<u>4200</u>
Line Item Description	<u>Freight & Postage</u>

Item	Description	Justification	Estimated Cost
	<i>Freight & Postage</i>	<i>Misc. charge for mailing of docs for projects</i>	<i>600</i>

Total Cost	\$	600
------------	----	-----

**CITY OF AOPKA
OPERATING BUDGET JUSTIFICATION FORM
FISCAL YEAR 2015-16**

Fund	<u>Water & Wastewater Fund - 401</u>
Department	<u>Utility Administration 3010-539</u>
Line Item #	<u>4300</u>
Line Item Description	<u>Utility Services</u>

Item	Description	Justification	Estimated Cost
	<i>Electric</i>	<i>Utility Services PS Admin</i>	<i>2,200</i>
	<i>Water</i>	<i>Water Services PS Admin</i>	<i>9,300</i>
		<i>City Administrator's Adjustment</i>	<i>(4,000)</i>

Total Cost	\$ 7,500
-------------------	-----------------

**CITY OF AOPKA
OPERATING BUDGET JUSTIFICATION FORM
FISCAL YEAR 2015-16**

Fund	<u>Water & Wastewater Fund - 401</u>
Department	<u>Utility Administration 3010-539</u>
Line Item #	<u>4400</u>
Line Item Description	<u>Rentals and Leases</u>

Item	Description	Justification	Estimated Cost
	Railroad lease #54-106	Charge for phone cable near 8th Street	150

Total Cost	\$	150
------------	----	-----

**CITY OF AOPKA
OPERATING BUDGET JUSTIFICATION FORM
FISCAL YEAR 2015-16**

Fund	<u>Water & Wastewater Fund - 401</u>
Department	<u>Utility Administration 3010-539</u>
Line Item #	<u>4500</u>
Line Item Description	<u>Liability & Casualty Insurance</u>

Item	Description	Justification	Estimated Cost
	<i>Liability Insurance</i>	<i>Liability Insurance charges</i> CENTRALIZED SUPPORT FUNCTION-HR	-

Total Cost	\$	-
-------------------	----	---

**CITY OF AOPKA
OPERATING BUDGET JUSTIFICATION FORM
FISCAL YEAR 2015-16**

Fund	<u>Water & Wastewater Fund - 401</u>
Department	<u>Utility Administration 3010-539</u>
Line Item #	<u>4600</u>
Line Item Description	<u>Repair and Maintenance - Bldg. & Equip</u>

Item	Description	Justification	Estimated Cost
	A/C Maintenance & Repairs	Annual repairs and service to A/C Equipment	3,000
	Carpet Cleaning	Annual cleaning of carpets PS Admin bldg.	1,000
	Canon Copier Maint/Service Agreement	Annual Fee for servicing copier \$81.81/mo. x12 = \$982.44 + 0.007442 per copy over 11,000	2,200
	Ricoh Printer Maint/Service Agreement	Service Agreement for 2 shared printers PS Admin \$180/mo. for color copies , 36/mo. for b/w copies x12	2,592
	HP 8000 Maint/Service Agreement	Service Agreement for b/w copier PS Admin	350
	Fire Extinguisher Service	Annual inspection of Fire Extinguishers	300
	Generator Maintenance	Service Agreement for PS generators	2,000
	Misc. Equipment Repairs	Supplies for equipment repairs	800
	Misc. Repairs to Building	Supplies for repairs to building	4,000
	Pest Control	Pest Control Agreement PS \$600 quarterly	2,400
	PS/Fuel Island Gate Maintenance	Annual Agreement fee	1,600

Total Cost	\$ 20,242
------------	-----------

**CITY OF AOPKA
OPERATING BUDGET JUSTIFICATION FORM
FISCAL YEAR 2015-16**

Fund	<u>Water & Wastewater Fund - 401</u>
Department	<u>Utility Administration 3010-539</u>
Line Item #	<u>4650</u>
Line Item Description	<u>Vehicle Maintenance</u>

Item	Description	Justification	Estimated Cost
	Vehicle Maintenance	Preventive and corrective maintenance for PS Admin vehicles (3) @\$800	2,400
		City Administrator's Adjustment	(800)

Total Cost	\$ 1,600
------------	----------

**CITY OF AOPKA
OPERATING BUDGET JUSTIFICATION FORM
FISCAL YEAR 2015-16**

Fund	<u>Water & Wastewater Fund - 401</u>
Department	<u>Utility Administration 3010-539</u>
Line Item #	<u>4700</u>
Line Item Description	<u>Printing Services</u>

Item	Description	Justification	Estimated Cost
	<i>Printing Services</i>	<i>Printing services for letterhead, envelopes and business cards</i>	<i>500</i>

Total Cost	\$	500
------------	----	-----

**CITY OF AOPKA
OPERATING BUDGET JUSTIFICATION FORM
FISCAL YEAR 2015-16**

Fund	<u>Water & Wastewater Fund - 401</u>
Department	<u>Utility Administration 3010-539</u>
Line Item #	<u>4900</u>
Line Item Description	<u>Other Charges</u>

Item	Description	Justification	Estimated Cost
	<i>Tyco/Maintenance Agreement</i>	<i>Annual agreement to maintain PS Admin Gate 5.5 increase</i>	<i>2,093</i>

Total Cost	\$ 2,093
------------	----------

**CITY OF AOPKA
OPERATING BUDGET JUSTIFICATION FORM
FISCAL YEAR 2015-16**

Fund	<u>Water & Wastewater Fund - 401</u>
Department	<u>Utility Administration 3010-539</u>
Line Item #	<u>5100</u>
Line Item Description	<u>Office Supplies</u>

Item	Description	Justification	Estimated Cost
	Office Supplies	Operating supplies for PS Admin	3,000
	Ink and Toner	Operating supply for printers	700
	Storage Boxes	Storage for project files	150
		City Administrator's Adjustment	(1,000)

Total Cost	\$ 2,850
------------	----------

**CITY OF AOPKA
OPERATING BUDGET JUSTIFICATION FORM
FISCAL YEAR 2015-16**

Fund	<u>Water & Wastewater Fund - 401</u>
Department	<u>Utility Administration 3010-539</u>
Line Item #	<u>5200</u>
Line Item Description	<u>Operating Supplies</u>

Item	Description	Justification	Estimated Cost
	Cleaning Supplies	Supplies needed to clean bldg.	540
	Employee Hospitality	Sympathy Cards for Employees	50
	Janitorial Supplies	Paper products -toilet paper, garbage bags, paper towels, hand soap	1,200
	Network Computer Station	Charges for network data, voice cable materials, power outlet materials and installation	600
	Network Printer	Charges for replacement printers/ office equipment	1,500
	Radio Batteries	Centralized Support Function - IT Replacement batteries for Motorola Radios 5 x \$95	(1,500)
	Christmas Luncheon	Annual Staff Event	1,200

Total Cost	\$ 4,065
------------	----------

**CITY OF AOPKA
OPERATING BUDGET JUSTIFICATION FORM
FISCAL YEAR 2015-16**

Fund	<u>Water & Wastewater Fund - 401</u>
Department	<u>Utility Administration 3010-539</u>
Line Item #	<u>5201</u>
Line Item Description	<u>Vending Supplies</u>

Item	Description	Justification	Estimated Cost
	<i>Coke Vending</i>	<i>Purchase of Coke products for machines</i>	<i>1,500</i>
	<i>Coca Cola Lease</i>	<i>Annual rental/service of coke machines 2 @ \$75</i>	<i>150</i>
	<i>PS Employee Appreciation Lunch</i>	<i>Food and supplies for annual PS Employee Lunch</i>	<i>1,200</i>

Total Cost	\$	2,850
-------------------	-----------	--------------

**CITY OF AOPKA
OPERATING BUDGET JUSTIFICATION FORM
FISCAL YEAR 2015-16**

Fund	<u>Water & Wastewater Fund - 401</u>
Department	<u>Utility Administration 3010-539</u>
Line Item #	<u>5250</u>
Line Item Description	<u>Fuel and Gasoline</u>

Item	Description	Justification	Estimated Cost
	<i>Vehicles</i>	<i>Fuel Charges for PS Admin vehicles</i>	
		<i>450 gals @3.25</i>	1,463
	<i>Generators</i>	<i>Fuel Charges for Generators</i>	525
		<i>150 gals @3.50</i>	
		<i>City Administrator's Adjustment</i>	<i>(988)</i>

Total Cost	\$	1,000
-------------------	-----------	--------------

**CITY OF AOPKA
OPERATING BUDGET JUSTIFICATION FORM
FISCAL YEAR 2015-16**

Fund Water & Wastewater Fund - 401
Department Utility Administration 3010-539
Line Item # 5400
Line Item Description Books, Publications & Subscriptions

Item	Description	Justification	Estimated Cost
	<i>Apopka Chief</i>	<i>Annual Subscription</i>	<i>20</i>
	<i>ASCE/FES Membership</i>	<i>Annual Membership dues Jean Jreij</i>	<i>360</i>
	<i>AWWA Membership</i>	<i>Annual Membership dues Jean Jreij</i>	<i>150</i>
	<i>National Safety Council</i>	<i>Annual Membership dues Jean Jreij</i>	<i>500</i>
	<i>Notary Renewals</i>	<i>E.Hyatt, L.Harold J.Boland 3@180</i>	<i>540</i>

Total Cost	\$ 1,570
-------------------	-----------------

**CITY OF AOPKA
OPERATING BUDGET JUSTIFICATION FORM
FISCAL YEAR 2015-16**

Fund	<u>Water & Wastewater Fund - 401</u>
Department	<u>Utility Administration 3010-539</u>
Line Item #	<u>5500</u>
Line Item Description	<u>Training</u>

Item	Description	Justification	Estimated Cost
	<i>CEU</i>	<i>Requirements for PE License Jean Jreij</i>	<i>600</i>
	<i>Office Staff Seminars</i>	<i>Continuing Education</i>	<i>400</i>
	<i>Seminar</i>	<i>Continuing Education, Jean Jreij</i>	<i>300</i>
	<i>Software Courses</i>	<i>Continuing Education</i>	<i>375</i>

Total Cost	\$	1,675
-------------------	-----------	--------------

**CITY OF AOPKA
OPERATING BUDGET JUSTIFICATION FORM
FISCAL YEAR 2015-16**

Fund	<u>Water & Wastewater Fund - 401</u>
Department	<u>Utility Administration 3010-539</u>
Line Item #	<u>6200</u>
Line Item Description	<u>Infrastructure</u>

Item	Description	Justification	Estimated Cost
	Roof	PS Admin Bldg. Replacement Roof due to age-25 yrs.	97,000
	Tile & Carpet	Replacement tile and/or carpet due to old age 15-20 years PS	15,000

Total Cost	\$ 112,000
-------------------	-------------------

**CITY OF AOPKA
 OPERATING BUDGET JUSTIFICATION FORM
 FISCAL YEAR 2015-16**

Fund	<u>Water & Wastewater Fund - 401</u>
Department	<u>Utility Administration 3010-539</u>
Line Item #	<u>6400</u>
Line Item Description	<u>Equipment & Machinery</u>

Item	Description	Justification	Estimated Cost
	<i>Ford Focus</i>	<i>Replacement for Unit 10-0677 due to old age</i>	<i>18,000</i>

Total Cost	\$ 18,000
------------	-----------

PAGE LEFT INTENTIONALLY BLANK

**CITY OF APOPKA
WATER PLANT**

LINE ITEM DETAIL

	<u>2014</u>	<u>2015</u>	<u>2015</u>	<u>2016</u>
	<u>ACTUAL</u>	<u>BUDGET</u>	<u>ESTIMATE</u>	<u>REQUESTED</u>
PERSONNEL COSTS:				
1200 REGULAR SALARIES AND WAGES	356,142	380,450	352,642	394,390
1210 LONGEVITY PAY	1,301	1,575	1,575	1,735
1300 OTHER SALARIES AND WAGES	14,475	15,000	13,867	14,976
1400 OVERTIME	15,485	20,160	13,531	20,800
1600 OTHER REIMBURSED ALLOWANCES	-	-	-	960
2100 F.I.C.A.	28,187	32,000	27,763	33,114
2200 RETIREMENT CONTRIBUTION	62,615	66,570	51,605	70,989
2300 LIFE AND HEALTH INSURANCE	50,520	53,550	53,549	70,617
2400 WORKERS COMPENSATION	6,900	6,900	6,900	18,656
TOTAL	535,625	576,205	521,432	626,237
SUPPLIES AND OTHER SERVICES:				
3100 PROFESSIONAL SERVICES	6,522	5,300	5,300	5,250
4000 TRAVEL & PER DIEM	744	1,000	700	1,000
4100 COMMUNICATIONS	7,293	7,000	6,982	-
4200 FREIGHT & POSTAGE	372	1,200	1,000	1,200
4300 UTILITY SERVICES	419,492	510,000	546,204	440,000
4400 RENTAL & LEASES	50	1,500	1,500	1,500
4500 LIABILITY & CASUALTY INSURANCE	44,220	44,220	-	-
4600 REPAIR AND MAINTENANCE	152,017	218,750	218,750	140,460
4650 VEHICLE MAINTENANCE	8,858	6,200	9,200	8,500
4700 PRINTING AND BINDING	-	-	-	-
4900 OTHER CHARGES	6,825	7,050	7,000	6,825
4960 BAD DEBT EXPENSE	60,204	12,000	12,000	50,000
5100 OFFICE SUPPLIES	968	1,350	1,200	1,390
5200 OPERATING SUPPLIES	122,668	189,640	185,000	150,000
5220 WATER CONSERVATION PROGRAM	7,654	48,000	10,000	20,000
5250 FUEL & GASOLINE	22,261	33,875	30,000	12,000
5400 BOOKS, PUBS, SUBS & MEMBERSHIPS	358	450	400	305
5500 TRAINING	1,032	2,800	2,800	1,600
5900 RENEWAL & REPLACEMENT	-	32,000	-	-
5901 FRANCHISE FEES - WATER	340,673	340,000	340,000	-
TOTAL	1,202,211	1,462,335	1,378,036	840,030
CAPITAL OUTLAY:				
6200 BUILDINGS	-	-	-	-
6300 IMPROV. OTHER THAN BUILDINGS	-	-	-	-
6400 EQUIPMENT	-	63,000	63,000	71,000
TOTAL	-	63,000	63,000	71,000
TOTAL COST	1,737,836	2,101,540	1,962,468	1,537,267

**CITY OF AOPKA
OPERATING BUDGET JUSTIFICATION FORM
FISCAL YEAR 2015-16**

Fund	<u>Water & Wastewater Fund - 401</u>
Department	<u>Water Plant 3111-533</u>
Line Item #	<u>1300</u>
Line Item Description	<u>Other Salaries and Wages</u>

Item	Description	Justification	Estimated Cost
1	Water Conservation Aide (Part-Time) (24 hrs/wk @ \$12.00/hr.)	<i>This part-time position assists the Water Conservation Specialist in performing water conservation education, water restriction enforcement activities, and new construction irrigation inspections. The benefits of enhanced customer contact/education have paid dividends to the water conservation program required by the SJRWMD CUP.</i>	14,976

Total Cost	\$ 14,976
-------------------	------------------

**CITY OF AOPKA
OPERATING BUDGET JUSTIFICATION FORM
FISCAL YEAR 2015-16**

Fund	<u>Water & Wastewater Fund - 401</u>
Department	<u>Water Plant 3111-533</u>
Line Item #	<u>3100</u>
Line Item Description	<u>Professional Services</u>

Item	Description	Justification	Estimated Cost
1	Overtime	Overtime for responding to after-hours call-outs and plant emergencies (5 hrs/wk @ \$35.00/hr)	9,100
2	Standby Time	Incentive time paid to the operators for being on after-hours standby (9 hrs/wk @ \$25.00/hr)	11,700

Total Cost	\$ 20,800
-------------------	------------------

**CITY OF AOPKA
OPERATING BUDGET JUSTIFICATION FORM
FISCAL YEAR 2015-16**

Fund	<u>Water & Wastewater Fund - 401</u>
Department	<u>Water Plant 3111-533</u>
Line Item #	<u>3100</u>
Line Item Description	<u>Professional Services</u>

Item	Description	Justification	Estimated Cost
1	Background Checks (1 @ \$50)	Background checks for new employees	50
		<i>Centralized support function - Police</i>	<i>(50)</i>
2	Bond Maintenance Fee	Annual bond maintenance fee	250
3	Annual CUP Wetlands Monitoring Report	SJRWMD CUP Mandate - Condition #49 of CUP #3217	5,000

Total Cost	\$ 5,250
-------------------	-----------------

**CITY OF AOPKA
OPERATING BUDGET JUSTIFICATION FORM
FISCAL YEAR 2015-16**

Fund	<u>Water & Wastewater Fund - 401</u>
Department	<u>Water Plant 3111-533</u>
Line Item #	<u>4000</u>
Line Item Description	<u>Travel & Per Diem</u>

Item	Description	Justification	Estimated Cost
1	<i>Water Plants' After-Hours Standby Operator Call-Out Mileage</i>	<i>The Water Plant operators do not take a City vehicle home for after-hours call-outs. They are paid standby mileage for travel in their personal vehicle to their after-hours calls</i>	1,000

Total Cost	\$ 1,000
-------------------	-----------------

**CITY OF AOPKA
OPERATING BUDGET JUSTIFICATION FORM
FISCAL YEAR 2015-16**

Fund	<u>Water & Wastewater Fund - 401</u>
Department	<u>Water Plant 3111-533</u>
Line Item #	<u>4100</u>
Line Item Description	<u>Communications Services</u>

Item	Description	Justification	Estimated Cost
1	Cell Phone Service - Standby Operator	Cell phone service for the after-hours standby operator. The phone is utilized for SCADA system call-outs on plant alarms.	480
2	Cell Phone Service - Water Resources Operations Manager & Chief Operator (2 @ \$480)	Cell phone service for the Water Resources Operations Manager & Chief Operator for use in being called for City business.	960
		<i>Moved to Salary and Wages</i>	<i>(960)</i>
3	SwiftReach Reverse 911 Service	The SwiftReach Reverse 911 service is used by the Public Services and Police Departments in providing public notification in the event of an emergency relating to public health and safety.	5,000
		<i>Centralized Support Function - IT</i>	<i>(5,480)</i>

Total Cost	\$	-
------------	----	---

**CITY OF AOPKA
OPERATING BUDGET JUSTIFICATION FORM
FISCAL YEAR 2015-16**

Fund	<u>Water & Wastewater Fund - 401</u>
Department	<u>Water Plant 3111-533</u>
Line Item #	<u>4200</u>
Line Item Description	<u>Freight & Postage</u>

Item	Description	Justification	Estimated Cost
1	<i>Freight (Package Shipping)</i>	<i>Freight charges in the shipment of packages from the Water Plants.</i>	1,000
2	<i>Postage (Regulatory Correspondence)</i>	<i>Postage charges for the mailing of regulatory and other City business related correspondence</i>	200

Total Cost	\$ 1,200
-------------------	-----------------

**CITY OF AOPKA
OPERATING BUDGET JUSTIFICATION FORM
FISCAL YEAR 2015-16**

Fund	<u>Water & Wastewater Fund - 401</u>
Department	<u>Water Plant 3111-533</u>
Line Item #	<u>4300</u>
Line Item Description	<u>Utility Services</u>

Item	Description	Justification	Estimated Cost
1	<i>Electric Service - Grossenbacher WTP</i>	<i>Annual electricity cost for the operation of the Grossenbacher WTP</i>	200,000
2	<i>Electric Service - Sheeler Oaks WTP</i>	<i>Annual electricity cost for the operation of the Sheeler Oaks WTP</i>	50,000
3	<i>Electric Service - Myrtle Rogers Womble Northwest WTP</i>	<i>Annual electricity cost for the operation of the Myrtle Rogers Womble Northwest WTP</i>	200,000
4	<i>Electric Service - Plymouth Regional WTP</i>	<i>Annual electricity cost for the operation of the Plymouth Regional WTP</i>	30,000
5	<i>Electric Service - Mt. Plymouth Lakes WTP</i>	<i>Annual electricity cost for the operation of the Mt Plymouth Lakes WTP</i>	35,000
		<i>City Administrator's Adjustment</i>	<i>(75,000)</i>

Total Cost	\$ 440,000
-------------------	-------------------

**CITY OF AOPKA
OPERATING BUDGET JUSTIFICATION FORM
FISCAL YEAR 2015-16**

Fund	<u>Water & Wastewater Fund - 401</u>
Department	<u>Water Plant 3111-533</u>
Line Item #	<u>4400</u>
Line Item Description	<u>Rentals and Leases</u>

Item	Description	Justification	Estimated Cost
1	<i>Emergency Equipment Rental</i>	<i>Rental of equipment for the Water Plants in response to unforeseen emergencies</i>	1,500

Total Cost	\$ 1,500
------------	----------

**CITY OF AOPKA
OPERATING BUDGET JUSTIFICATION FORM
FISCAL YEAR 2015-16**

Fund	<u>Water & Wastewater Fund - 401</u>
Department	<u>Water Plant 3111-533</u>
Line Item #	<u>4600</u>
Line Item Description	<u>Repair and Maintenance - Bldg & Equip</u>

Item	Description	Justification	Estimated Cost
1	Building Maintenance & Repairs	Maintenance of buildings and equipment at the Water Plants	10,000
2	Chlorination System Maintenance & Repairs	Maintenance and repairs to the Water Plants' sodium hypochlorite disinfection feed systems and residual chlorine analyzers	10,000
3	Copier Maintenance	Annual maintenance service on the Water Plants' Canon copier	300
4	Electrical Repair Parts & Labor	Repair parts and labor for repairing control panels and electrical components on the Water Plants	7,500
5	Emergency Generator Maintenance & Repairs	Annual maintenance service and repairs to the Water Plants' emergency generators	15,000
6	Fire Extinguisher Service	Annual service to the fire extinguishers for the Water Plants	200
7	Grossenbacher WTP Termite Service	Annual termite service for the Grossenbacher WTP	210
8	Instrumentation & Control Parts & Labor	Repair parts and labor for repairing and calibrating flowmeters, transmitters, analyzers and PLCs on the Water Plants	7,500
8	Pump & Motor Repairs (8 @ \$4,000)	Repairs to pump and motor failures on the Water Plants	32,000
9	Repairs, Rehabilitation and Video Inspection of the Sheeler Oaks WTP Well #6	5-year maintenance and repairs to the Sheeler Oaks WTP Well #6, including rehabilitation of the well pump and well hole	50,000
10	SCADA System Maintenance & Repairs	Maintenance of the SCADA system for the Water Plants	5,000
11	Oils, Greases & Lubricants	Oils, greases and lubricants for preventive maintenance of the pumps and motors on the Water Plants	3,000
12	Tank Level Indicator Repairs (3 @ \$3,250)	Repairs to the ground storage tank level indicators on the tanks at the Grossenbacher WTP 1.0 MG GST, Sheeler Oaks WTP, and Mt. Plymouth Lakes GST	9,750

**CITY OF AOPKA
OPERATING BUDGET JUSTIFICATION FORM
FISCAL YEAR 2015-16**

Fund	<u>Water & Wastewater Fund - 401</u>
Department	<u>Water Plant 3111-533</u>
Line Item #	<u>4600</u>
Line Item Description	<u>Repair and Maintenance - Bldg & Equip</u>

Item	Description	Justification	Estimated Cost
13	Sheeler Oaks WTP Ground Storage Tank Exterior Coating	The Sheeler Oaks WTP Ground Storage Tank existing coating was applied in 1986 when the tank was constructed. This facility is located in the middle of the Sheeler Oaks subdivision and the aesthetics of the facility are important. The Tnemec epoxy coating system will provide a minimum of 10 year life on the tank.	25,000
14	Northwest WTP HSP #3 & #4 High Service Pump Rehabilitations (2 @ \$20,000/ea.)	The Northwest WTP High Service Pumps #3 & #4 were installed in 1999 and normal age and wear on the pumps requires that these pumps be pulled and rehabilitated to maintain the pumping efficiency to accommodate quality pressure service to the community and maintain effective pressures in the distribution system for fire protection.	40,000
		<i>City Administrator's Adjustment</i>	<i>(75,000)</i>

Total Cost	\$ 140,460
-------------------	-------------------

**CITY OF AOPKA
OPERATING BUDGET JUSTIFICATION FORM
FISCAL YEAR 2015-16**

Fund	<u>Water & Wastewater Fund - 401</u>
Department	<u>Water Plant 3111-533</u>
Line Item #	<u>4650</u>
Line Item Description	<u>Vehicle Maintenance</u>

Item	Description	Justification	Estimated Cost
1	<i>Preventive and Corrective Maintenance - Vehicles</i>	<i>Maintenance and repairs to the Water Plants vehicles (7 vehicles)</i>	7,000
2	<i>Preventive and Corrective Maintenance - Grounds Equipment</i>	<i>Maintenance and repairs to the Water Plants grounds maintenance equipment</i>	1,500

Total Cost	\$ 8,500
-------------------	-----------------

**CITY OF AOPKA
OPERATING BUDGET JUSTIFICATION FORM
FISCAL YEAR 2015-16**

Fund	<u>Water & Wastewater Fund - 401</u>
Department	<u>Water Plant 3111-533</u>
Line Item #	<u>4900</u>
Line Item Description	<u>Other Charges</u>

Item	Description	Justification	Estimated Cost
1	Annual DEP Operating License Fees	Annual DEP Operating License Fees for the five Water Plants (DEP Mandate 64-4.053(3) F.A.C.)	6,000
2	Diesel Fuel Storage Tank Annual Registrations (3 @ \$25)	Annual DEP Diesel Fuel Storage Tank Registrations	75
3	Drinking Water Laboratory Certification	Annual DOH drinking water laboratory certification for bacteriological testing	750

Total Cost	\$ 6,825
-------------------	-----------------

**CITY OF APOPKA
OPERATING BUDGET JUSTIFICATION FORM
FISCAL YEAR 2015-16**

Fund	<u>Water & Wastewater Fund - 401</u>
Department	<u>Water Plant 3111-533</u>
Line Item #	<u>5100</u>
Line Item Description	<u>Office Supplies</u>

Item	Description	Justification	Estimated Cost
1	Copy Paper (8 cases @ \$30)	Copy paper for Water Plants' correspondence, plant records and Boil Water Advisories	240
2	Logbooks (5 @ \$40)	Logbooks for the Water Plants' daily operational records	200
3	Office Supplies	Office supplies including pens, pencils, staples, paper clips, dry erase markers	150
4	Printer Cartridges (4 @ 200)	Color laser printer cartridges	800

Total Cost	\$ 1,390
-------------------	-----------------

**CITY OF AOPKA
OPERATING BUDGET JUSTIFICATION FORM
FISCAL YEAR 2015-16**

Fund	<u>Water & Wastewater Fund - 401</u>
Department	<u>Water Plant 3111-533</u>
Line Item #	<u>5200</u>
Line Item Description	<u>Operating Supplies</u>

Item	Description	Justification	Estimated Cost
1	Bee & Wasp Spray (6 cases @ \$100/ea)	Bee & wasp spray for removal of nests on the Water Plants' tanks and buildings	600
2	Rubber Boots & Rain Gear (3 @ \$50)	Personal protective equipment for working in inclement weather and wet areas for the Water Plant operators	150
3	Bacteriological Testing Supplies	Supplies for conducting routine compliance, boil water advisory and customer requested bacteriological testing	5,000
4	Broken Tool Replacement	Replacement of broken tools used in Water Plant maintenance and repairs	1,500
5	Calcium Hypochlorite-HTH (15 buckets @ \$175)	Calcium hypochlorite tablets and granular HTH for maintenance of the Water Plants' tank aerators and disinfection of wells	2,625
6	Chart Recorder Pens/Ink Cartridges/Paper	Pens, ink cartridges and chart paper for the Water Plants' chart recorders used in trending the daily plant operations	5,000
7	Chlorine Residual DPD Reagents (16 @ \$100)	DPD free chlorine residual reagents for testing field chlorine residuals in bacteriological sampling, distribution system monitoring and customer requests	1,600
8	Customer Requested Drinking Water Analysis	Customer requested drinking water analysis for the resolution of water quality complaints	500
9	Disinfectant Wipes (6 cases @ \$50)	Disinfectant wipes for use by the Water Plant operators when conducting compliance sampling	300
10	Disinfection Byproducts Analysis (20 @ \$120)	Disinfection byproducts analysis mandated by DEP Rule 62-550.514 F.A.C.	2,400
11	Hand Soap & Toiletries	Hand soap and toiletries for the restrooms on all Water Plants	500
12	Herbicide Weed Killer (2 drums @ \$500/drum)	Herbicide weed killer for maintaining the grounds and fence lines on the Water Plants	1,000
13	Janitorial Supplies	Janitorial supplies for keeping the Water Plants' buildings clean	500
14	LaMotte Model 1200 Chlorine Colorimeter	Chlorine colorimeter for testing chlorine residuals on the plants for calibration of analyzers, distribution system testing, and customer requests	500

**CITY OF AOPKA
OPERATING BUDGET JUSTIFICATION FORM
FISCAL YEAR 2015-16**

Fund	<u>Water & Wastewater Fund - 401</u>
Department	<u>Water Plant 3111-533</u>
Line Item #	<u>5200</u>
Line Item Description	<u>Operating Supplies</u>

Item	Description	Justification	Estimated Cost
15	Landscape Maintenance Supplies	Landscape maintenance supplies for the Water Plants' grounds maintenance	2,000
16	Latex Gloves	Latex gloves for the operator's use with sample handling	200
17	Motorola Radio Batteries (5 @ \$90/ea.)	Replacement batteries for the Water Plants' communication radios	450
18	Nitrate/Nitrite Analysis (5 @ \$50)	Nitrate/Nitrite Analysis mandated by DEP Rule 62-550.512 F.A.C.	250
19	Painting Supplies	Painting supplies to maintain the aesthetic appearances of the buildings, pumps and piping on the Water Plants	10,000
20	pH Buffers	pH buffers used in the calibration and maintenance of the Water Plants' pH meters and analyzers	500
21	Drinking Water Laboratory Proficiency Testing (2 @ \$600)	Semi-annual drinking water laboratory bacteriological proficiency testing mandated by DOH Rule 64E-1.106(6) F.A.C.	1,200
22	Bleach pump sprayers (4 @ \$20)	Bleach pump sprayers used for cleaning and disinfection of the Water Plants' ground storage tank aerators	80
23	Safety Shoes (8 @ \$85)	Safety shoes provided to the employees to reduce workplace injuries in the performance of their duties	680
24	CUP Major Ion Analysis (10 @ \$250)	SJRWMD CUP Mandate - Condition #51 of CUP #3217	2,500
25	Sodium Hypochlorite (180,000 gal. @ \$0.64/gal.)	Sodium hypochlorite used for drinking water disinfection on five Water Plants	115,200
26	Uniforms (5 @ \$3.74/wk & 1 @ \$6.74/wk)	City provided uniforms for the Water Plants' staff	1,325
27	Water Hoses (2 @ \$50)	Replacement water hoses for the Water Plants for use in plant cleaning and maintenance	100
28	Water Sample Bags/Containers	Water sample bags and containers for collecting bacteriological samples throughout the water system	1,000
29	Antero Maintenance Software Annual Support	Annual support renewal for the Antero Maintenance Software package	750

**CITY OF APOPKA
OPERATING BUDGET JUSTIFICATION FORM
FISCAL YEAR 2015-16**

Fund	<u>Water & Wastewater Fund - 401</u>
Department	<u>Water Plant 3111-533</u>
Line Item #	<u>5200</u>
Line Item Description	<u>Operating Supplies</u>

Item	Description	Justification	Estimated Cost
30	ClearScada Software Annual Support	Annual support renewal for the ClearScada Software package <i>City Administrator's Adjustment</i>	2,200 <i>(10,610)</i>

Total Cost	\$ 150,000
-------------------	-------------------

**CITY OF AOPKA
OPERATING BUDGET JUSTIFICATION FORM
FISCAL YEAR 2015-16**

Fund	<u>Water & Wastewater Fund - 401</u>
Department	<u>Water Plant 3111-533</u>
Line Item #	<u>5220</u>
Line Item Description	<u>Water Conservation Program</u>

Item	Description	Justification	Estimated Cost
1	<i>Water Conservation Incentive Program</i>	<p><i>The Water Conservation Incentive Program provides water customers rebate incentives to improve their irrigation systems to provide efficiencies to reduce water consumption on turf and landscape. The program is provided for in City Ordinance No. 2069.</i></p> <p><i>City Administrator's Adjustment</i></p>	<p>48,000</p> <p>(28,000)</p>

Total Cost	\$ 20,000
------------	-----------

**CITY OF AOPKA
OPERATING BUDGET JUSTIFICATION FORM
FISCAL YEAR 2015-16**

Fund	<u>Water & Wastewater Fund - 401</u>
Department	<u>Water Plant 3111-533</u>
Line Item #	<u>5250</u>
Line Item Description	<u>Fuel and Gasoline</u>

Item	Description	Justification	Estimated Cost
1	<i>Diesel Fuel for Generators (4,000 gal. @ \$3.50/gal.)</i>	<i>Diesel fuel for the Water Plants' standby generators</i>	14,000
2	<i>Fuel for Grounds Maintenance (500 gal. @ \$3.50/gal.)</i>	<i>Fuel for the Water Plants' grounds maintenance equipment</i>	1,750
3	<i>Fuel for Vehicles - Gasoline (2,500 @ \$3.25)</i>	<i>Fuel for the Water Plants' trucks</i>	8,125
4	<i>Fuel for Vehicles - CNG (750 gal. @ \$1.50/gal.)</i>	<i>Fuel for the Water Plants' truck</i>	1,125
		<i>City Administrator's Adjustment</i>	(13,000)

Total Cost	\$ 12,000
-------------------	------------------

**CITY OF AOPKA
OPERATING BUDGET JUSTIFICATION FORM
FISCAL YEAR 2015-16**

Fund	<u>Water & Wastewater Fund - 401</u>
Department	<u>Water Plant 3111-533</u>
Line Item #	<u>5400</u>
Line Item Description	<u>Books, Publications & Subscriptions</u>

Item	Description	Justification	Estimated Cost
1	Florida Irrigation Society Membership Renewal	FIS membership renewal for Jessica Schilling. This membership keeps Jessica current on changes to irrigation codes and technologies in the operation of the City's water conservation program.	75
2	American WaterWorks Assoc. Membership Renewal	AWWA membership renewal for Kevin Burgess. This membership keeps Kevin current on changes to the regulatory environment, technologies and methods for drinking water treatment.	230

Total Cost	\$ 305
-------------------	---------------

**CITY OF AOPKA
OPERATING BUDGET JUSTIFICATION FORM
FISCAL YEAR 2015-16**

Fund	<u>Water & Wastewater Fund - 401</u>
Department	<u>Water Plant 3111-533</u>
Line Item #	<u>5500</u>
Line Item Description	<u>Training</u>

Item	Description	Justification	Estimated Cost
1	CEU Training Courses (8 @ \$200)	Training courses (webinars, online courses, workshops) for the Water Plant operators to obtain CEUs required for DEP operator license renewals	1,600

Total Cost	\$ 1,600
-------------------	-----------------

**CITY OF AOPKA
OPERATING BUDGET JUSTIFICATION FORM
FISCAL YEAR 2015-16**

Fund	<u>Water & Wastewater Fund - 401</u>
Department	<u>Water Plant 3111-533</u>
Line Item #	<u>6400</u>
Line Item Description	<u>Equipment & Machinery</u>

Item	Description	Justification	Estimated Cost
1	Replace the Sodium Hypochlorite Feed System at the Plymouth Regional WTP	The existing sodium hypochlorite feed system was installed in 2004. The storage tanks, chemical feed pump skids and piping are showing wear from exposure to the chemicals and weather elements. Expected life for the chemical feed system is 5-7 years.	50,000
2	New Ford F-150 Pickup Truck (CNG)	To replace Unit 180068, a 1999 Ford Ranger, due to age and wear of the truck. <i>City Administrator's Adjustment</i>	35,000 <i>(35,000)</i>
3	Replacement Overhead Rollup Doors (2)	The existing rollup doors on the Grossenbacher WTP high service pump building and generator building were installed in 1985. The steel doors are rusting badly and the gearing of the doors is worn due to age and wear from frequent use of the doors.	8,000
4	McCrometer 16" Ultramag Flowmeters (2)	Replacement flowmeters for the Grossenbacher WTP Wells #2 & #4. The existing propeller meters have become maintenance intensive and maintaining accuracy of the meters has become difficult due to extensive bearing failures.	13,000

Total Cost	\$ 71,000
-------------------	------------------

PAGE LEFT INTENTIONALLY BLANK

**CITY OF AOPKA
WASTEWATER PLANT**

LINE ITEM DETAIL

	<u>2014</u>	<u>2015</u>	<u>2015</u>	<u>2016</u>
	<u>ACTUAL</u>	<u>BUDGET</u>	<u>ESTIMATE</u>	<u>REQUESTED</u>
PERSONNEL COSTS:				
1200 REGULAR SALARIES AND WAGES	637,218	662,000	608,062	649,173
1210 LONGEVITY PAY	2,550	3,070	3,070	2,853
1400 OVERTIME	20,703	13,350	21,910	14,950
1600 OTHER REIMBURSED ALLOWANCES	-	-	-	480
2100 F.I.C.A.	48,142	51,940	46,459	51,060
2200 RETIREMENT CONTRIBUTION	110,792	108,080	89,578	109,463
2300 LIFE AND HEALTH INSURANCE	101,010	107,070	107,071	141,233
2400 WORKERS COMPENSATION	13,800	13,800	13,800	22,894
TOTAL	934,215	959,310	889,949	992,105
SUPPLIES AND OTHER SERVICES:				
3100 PROFESSIONAL SERVICES	291	300	300	250
3400 OTHER CONTRACTUAL SERVICES	4,800	4,800	4,800	4,800
4000 TRAVEL & PER DIEM	831	3,000	1,000	2,800
4100 COMMUNICATIONS	1,582	2,030	1,500	-
4200 FREIGHT & POSTAGE	159	1,700	500	1,000
4300 UTILITY SERVICES	834,452	891,440	890,000	890,000
4400 RENTAL & LEASES	280	1,500	1,500	1,500
4500 LIABILITY & CASUALTY INSURANCE	49,440	49,440	49,440	-
4600 REPAIR AND MAINTENANCE	350,277	201,000	201,000	171,500
4610 VEHICLE MAINTENANCE	8,557	7,200	7,000	8,500
4700 PRINTING AND BINDING	21	1,000	-	-
4900 OTHER CHARGES	202,850	184,175	200,000	177,550
4902 LEGAL ADVERTISING	462	1,000	700	-
4960 BAD DEBT EXPENSE	51,657	6,000	6,000	50,000
5100 OFFICE SUPPLIES	784	2,375	2,000	1,740
5200 OPERATING SUPPLIES	149,930	219,350	200,000	212,000
5250 FUEL & GASOLINE	15,725	29,125	25,000	10,875
5400 BOOKS, PUBS, SUBS & MEMBERSHIPS	247	300	200	200
5500 TRAINING	1,330	3,710	3,500	3,010
5901 FRANCHISE FEES - SEWER	229,748	220,000	218,372	220,000
5902 RENEWAL & REPLACEMENT - SEWER	-	32,000	-	-
TOTAL	1,903,423	1,861,445	1,812,812	1,755,725
CAPITAL OUTLAY:				
6200 BUILDINGS	-	-	-	25,000
6400 EQUIPMENT	-	72,000	72,000	76,500
TOTAL	-	72,000	72,000	101,500
TOTAL COST	2,837,638	2,892,755	2,774,761	2,849,330

**CITY OF AOPKA
WASTEWATER PLANT**

STAFFING ANALYSIS

NUMBER OF FULL-TIME/PART-TIME PERSONNEL

<u>POSITION</u>	<u>2014</u>	<u>2015</u>	<u>2016</u>
CHIEF W/W PLANT OPERATOR "A"	1	1	1
LEAD W/W PLANT OPERATOR "A"	1	1	1
W/W PLANT OPERATOR "A"	1	1	1
W/W PLANT OPERATOR "B"	2	2	2
W/W PLANT OPERATOR "C"	1	1	2
LEAD LAB TECHNICIAN	1	1	1
ASSISTANT LAB TECHNICIAN	1	1	1
PLANT MECHANIC	1	1	1
ENVIRONMENTAL SPECIALIST III	1	1	1
INSTRUMENTATION TECH	1	1	1
UTILITY ELECTRICIAN	1	1	1
W/W PLANT OPERATOR TRAINEE	2	2	1
TOTAL	14	14	14

CAPITAL OUTLAY

6200 - Buildings:		
New Roof for WRF Lab Building		\$ 25,000
	Total Improvements	<u>\$ 25,000</u>
6400 - Equipment		
Replacement F-250 Pickup		\$ 42,000
Muffle Furnace (2)		8,000
Storage Shelving		5,000
75 HP Verticle Turbine Aerator Motor		17,500
WRF MCCC Reuse Building Doors		8,000
WRF Air Compressor Room Doors		4,000
	Total Equipment	<u>\$ 84,500</u>
Total Capital Outlay		\$ 109,500

**CITY OF AOPKA
OPERATING BUDGET JUSTIFICATION FORM
FISCAL YEAR 2015-16**

Fund	<u>Water & Wastewater Fund - 401</u>
Department	<u>Wastewater Plant 3121-535</u>
Line Item #	<u>1400</u>
Line Item Description	<u>Overtime</u>

Item	Description	Justification	Estimated Cost
1	Overtime	Overtime for responding to after-hours call-outs and plant emergencies (5 hrs./wk. @ \$35.00/hr.)	9,100
2	Standby Time	Incentive time paid to the operators for being on after-hours standby (4.5 hrs./wk. @ \$25.00/hr.)	5,850

Total Cost	\$ 14,950
------------	-----------

**CITY OF AOPKA
OPERATING BUDGET JUSTIFICATION FORM
FISCAL YEAR 2015-16**

Fund	<u>Water & Wastewater Fund - 401</u>
Department	<u>Wastewater Plant 3121-535</u>
Line Item #	<u>3100</u>
Line Item Description	<u>Professional Services</u>

Item	Description	Justification	Estimated Cost
1	<i>Background Checks (1 @ \$50)</i>	<i>Background checks for new employees</i>	50
		<i>Centralized support function - Police</i>	(50)
2	<i>Bond Maintenance Fee</i>	<i>Annual Bond Maintenance Fee</i>	250

Total Cost	\$	250
-------------------	----	-----

**CITY OF AOPKA
OPERATING BUDGET JUSTIFICATION FORM
FISCAL YEAR 2015-16**

Fund	<u>Water & Wastewater Fund - 401</u>
Department	<u>Wastewater Plant 3121-535</u>
Line Item #	<u>3400</u>
Line Item Description	<u>Other Contractual Services</u>

Item	Description	Justification	Estimated Cost
1	Janitorial Service for Lab/Office Building (\$400/mo.)	Janitorial service for the WRF lab & office building	4,800

Total Cost	\$ 4,800
------------	----------

**CITY OF AOPKA
OPERATING BUDGET JUSTIFICATION FORM
FISCAL YEAR 2015-16**

Fund	<u>Water & Wastewater Fund - 401</u>
Department	<u>Wastewater Plant 3121-535</u>
Line Item #	<u>4000</u>
Line Item Description	<u>Travel & Per Diem</u>

Item	Description	Justification	Estimated Cost
1	Wastewater Plant After-Hours Standby Mileage	Mileage for the after-hours standby operator to respond to call-outs in their personal vehicle	1,000
2	FSEA Conference Travel & Per Diem	Travel & Per Diem for Susan Reed to attend the FSEA environmental laboratory training conference and Joshua Williams/Glen Brooks to attend the FIPA Pretreatment Program training conference	1,800

Total Cost	\$ 2,800
------------	----------

**CITY OF AOPKA
OPERATING BUDGET JUSTIFICATION FORM
FISCAL YEAR 2015-16**

Fund	<u>Water & Wastewater Fund - 401</u>
Department	<u>Wastewater Plant 3121-535</u>
Line Item #	<u>4100</u>
Line Item Description	<u>Communications Services</u>

Item	Description	Justification	Estimated Cost
1	Cell Phone Service - Chief Operator (1 @ \$480/yr.)	Cell phone service for the Chief Operator to maintain after-hours communication with the plant staff in the event of a plant malfunction/non-compliance issue <i>Moved to Salaries & Benefits</i>	480 <i>(480)</i>
2	Cell Phone Service - Plant Phone & Standby Phone (2 @ \$480)	Cell phone service for the SCADA system to be able to contact the operators on the plant and after-hours for plant alarm notifications <i>Moved to Salaries & Benefits</i>	960 <i>(960)</i>
3	Internet Service (6 @ \$48/yr.)	Internet service for the WRF staff to be able to access regulatory websites and conduct City purchasing business and research	288
4	Long Distance Phone Service	Long Distance Phone service for the WRF staff in conducting City business <i>Centralized support function</i>	298 <i>(586)</i>

Total Cost	\$	-
------------	----	---

**CITY OF AOPKA
OPERATING BUDGET JUSTIFICATION FORM
FISCAL YEAR 2015-16**

Fund	<u>Water & Wastewater Fund - 401</u>
Department	<u>Wastewater Plant 3121-535</u>
Line Item #	<u>4200</u>
Line Item Description	<u>Freight & Postage</u>

Item	Description	Justification	Estimated Cost
1	<i>Freight & Postage</i>	<i>Freight & postage charges for regulatory correspondence, City business correspondence and package freight</i>	1,000

Total Cost	\$ 1,000
------------	----------

**CITY OF AOPKA
OPERATING BUDGET JUSTIFICATION FORM
FISCAL YEAR 2015-16**

Fund	<u>Water & Wastewater Fund - 401</u>
Department	<u>Wastewater Plant 3121-535</u>
Line Item #	<u>4300</u>
Line Item Description	<u>Utility Services</u>

Item	Description	Justification	Estimated Cost
1	Electricity - Northwest 83 MG Pond Pump Station/Fountains	Electricity charges for the Northwest 83 MG Reclaimed Water Pond Pump Station and Fountains	20,000
2	Electricity - Errol Reclaimed Water Booster Station	Electricity charges for the Errol Reclaimed Water Booster Station	20,000
3	Electricity - WRF Lab Building	Electricity charges for the WRF lab building	7,500
4	Electricity - Lift Stations (\$15,000/mo.)	Electricity charges for the lift stations	180,000
5	Electricity - NEW Lift Stations (2 @ \$60/mo. - 6 mo.)	Electricity charges for new lift stations commissioned into service during the year	720
6	Electricity - North Reuse Pump Station	Electricity charges for the North Reuse Pump Station	47,500
7	Electricity - WRF Reuse Pump Station	Electricity charges for the WRF Reuse Pump Station	275,000
8	Electricity - Water Reclamation Facility	Electricity charges for the Water Reclamation Facility	290,000
9	Electricity - North Shore Reclaimed Water Treatment Facility	Electricity charges for the North Shore Reclaimed Water Treatment Facility	50,000
10	Dumpster Service	Dumpster service for the WRF	720
11	Water & Sewer Service	Water and sewer service for the WRF	15,000
		<i>City Administrator's Adjustment</i>	<i>(16,440)</i>

Total Cost	\$ 890,000
-------------------	-------------------

**CITY OF AOPKA
OPERATING BUDGET JUSTIFICATION FORM
FISCAL YEAR 2015-16**

Fund	<u>Water & Wastewater Fund - 401</u>
Department	<u>Wastewater Plant 3121-535</u>
Line Item #	<u>4400</u>
Line Item Description	<u>Rentals and Leases</u>

Item	Description	Justification	Estimated Cost
1	<i>Emergency Equipment Rental</i>	<i>Emergency equipment rental for the WRF</i>	1,500

Total Cost	\$ 1,500
------------	----------

**CITY OF AOPKA
OPERATING BUDGET JUSTIFICATION FORM
FISCAL YEAR 2015-16**

Fund	<u>Water & Wastewater Fund - 401</u>
Department	<u>Wastewater Plant 3121-535</u>
Line Item #	<u>4600</u>
Line Item Description	<u>Repair and Maintenance - Bldg. & Equip</u>

Item	Description	Justification	Estimated Cost
1	Tank Level Indicator Repairs (2 @ \$3,500)	Reclaimed water storage tank level indicator repairs for the North Reuse Pump Station Tank #1 and the WRF Reuse Tank #2	7,000
2	Belt Press Maintenance	Maintenance costs for the sludge belt press and conveyor system	10,000
3	Buildings/Facilities Maintenance	Buildings and facilities maintenance for the WRF, North Reuse Pump Station and the North Shore Reclaimed Water Treatment Plant	12,000
4	Chlorination System Maintenance & Repair Parts	Parts and materials to maintain the chlorination systems at the WRF, North Reuse Pump Station and North Shore Treatment Plant	9,000
5	Copier Maintenance	Maintenance charges for the copier at the WRF Lab	1,200
6	Electrical, Instrumentation and Controls Maintenance & Repair Parts	Parts and materials for maintaining the electrical, instrumentation and control systems at the WRF, North Reuse Pump Station, and North Shore Treatment Plant	18,000
7	Emergency Generator Maintenance & Repairs	Maintenance and repairs to the emergency generators (6) located at the WRF, North Reuse Pump Station and North Shore Treatment Plant	15,000
8	Fire Extinguisher Service	Annual fire extinguisher service for the WRF, North Reuse Pump Station and North Shore Treatment Plant	300
9	Reclaimed Water Storage Pond Maintenance	Maintenance of the reclaimed water storage ponds includes liners maintenance and repairs, fountain maintenance and aquatic vegetation maintenance	12,500

**CITY OF AOPKA
OPERATING BUDGET JUSTIFICATION FORM
FISCAL YEAR 2015-16**

Fund	<u>Water & Wastewater Fund - 401</u>
Department	<u>Wastewater Plant 3121-535</u>
Line Item #	<u>4600</u>
Line Item Description	<u>Repair and Maintenance - Bldg. & Equip</u>

Item	Description	Justification	Estimated Cost
10	<i>Pump, Motor and Gear Drive Repairs (10 @ \$4,000/each)</i>	<i>Repairs to pumps, motors and gear drives at the WRF, North Reuse Pump Station, NW Pond Pump Station, and the North Shore Treatment Plant</i>	40,000
11	<i>SCADA System Maintenance and Repairs</i>	<i>Maintenance and repairs to the SCADA system for the WRF, North Reuse Pump Station and North Shore Treatment Plant. The SCADA system is required by DEP to satisfy a variance in the operating permit to eliminate the third shift requirement and the use of an after-hours on-call operator instead.</i>	5,000
12	<i>Air Compressor Maintenance</i>	<i>The air compressors at the WRF are essential to the operation of the effluent filters for the treatment of public access reclaimed water.</i>	7,500
13	<i>WRF Reuse Ground Storage Tank #1 Coating</i>	<i>The existing coating has deteriorated due to the elements and needs recoated to protect the concrete against hydrogen sulfide exposure from the WRF and the weather elements.</i>	25,000
14	<i>Filter Sand (50 tons @ \$180/ton)</i>	<i>Replacement filter sand for the WRF east and west filter trains. The filters are an essential component of the wastewater treatment process to provide tertiary treatment in reducing TSS in the reclaimed water effluent and maintaining the TSS levels below 5.0 mg/L as mandated by the DEP Operating Permit</i>	9,000

Total Cost	\$ 171,500
-------------------	-------------------

**CITY OF AOPKA
OPERATING BUDGET JUSTIFICATION FORM
FISCAL YEAR 2015-16**

Fund	<u>Water & Wastewater Fund - 401</u>
Department	<u>Wastewater Plant 3121-535</u>
Line Item #	<u>4650</u>
Line Item Description	<u>Vehicle Maintenance</u>

Item	Description	Justification	Estimated Cost
1	<i>Preventive and Corrective Maintenance - Grounds Equipment</i>	<i>Maintenance and repairs to the grounds maintenance equipment including, two lawn mowers, edgers, weed eaters, blowers, chain saws</i>	1,500
2	<i>Preventive and Corrective Maintenance - Vehicles</i>	<i>Maintenance and repairs to the WRF pickup trucks, utility trucks and pretreatment van</i>	7,000

Total Cost	\$ 8,500
-------------------	-----------------

**CITY OF AOPKA
OPERATING BUDGET JUSTIFICATION FORM
FISCAL YEAR 2015-16**

Fund	<u>Water & Wastewater Fund - 401</u>
Department	<u>Wastewater Plant 3121-535</u>
Line Item #	<u>4900</u>
Line Item Description	<u>Other Charges</u>

Item	Description	Justification	Estimated Cost
1	<i>Lab Certification Renewal</i>	<i>Renewal of the lab certification to run wastewater analysis for DEP DMR reporting</i>	750
2	<i>Sludge Hauling (230 loads @ \$1,000/load)</i>	<i>Sludge Hauling from the WRF</i>	230,000
3	<i>Liquid Oxygen for Digester #2 Sludge Treatment</i>	<i>Liquid oxygen to operate the WRF Digester #2 sludge treatment system to enhance dewatering of the sludge</i>	8,000
4	<i>Wastewater DEP NPDES Compliance Fee</i>	<i>Annual DEP NPDES Compliance Fee</i>	800
		<i>City Administrator's Adjustment</i>	(62,000)

Total Cost	\$ 177,550
-------------------	-------------------

**CITY OF AOPKA
OPERATING BUDGET JUSTIFICATION FORM
FISCAL YEAR 2015-16**

Fund Water & Wastewater Fund - 401
Department Wastewater Plant 3121-535
Line Item # 5100
Line Item Description Office Supplies

Item	Description	Justification	Estimated Cost
	Copy Paper (5 cases @ \$30/case)	Copy paper for completing correspondence and compliance reporting	150
	Logbooks (6 @ \$40/ea.)	Hardbound operations logbooks are required by DEP Rule 62-602.650(3) F.A.C.	240
	Pens, Pencils, Highlighters and other Writing Supplies	Pens, pencils, highlighters and other writing supplies for completing log entries, correspondence drafts, calculations, drawings, etc.	150
	Printer Cartridges (6 @ \$200/ea.)	Laser printer cartridges for the WRF central printer	1,200

Total Cost	\$ 1,740
------------	----------

**CITY OF APOPKA
OPERATING BUDGET JUSTIFICATION FORM
FISCAL YEAR 2015-16**

Fund	<u>Water & Wastewater Fund - 401</u>
Department	<u>Wastewater Plant 3121-535</u>
Line Item #	<u>5200</u>
Line Item Description	<u>Operating Supplies</u>

Item	Description	Justification	Estimated Cost
1	Alum, Liquid (12 drums @ \$175/ea.)	Liquid alum for use in effluent treatment as a filter aid to reduce TSS in the reclaimed water.	2,100
2	Janitorial Supplies and Toiletries	Janitorial supplies and toiletries for the restrooms at the WRF, North Reuse Pump Station and North Shore Treatment Plant	300
3	Bee & Wasp Spray (6 cases @ \$100)	Bee & wasp spray for removal of nests on the WRF tanks and buildings	600
4	Boots/Rain Gear (3 @ \$55/ea.)	Personal protective equipment for working in inclement weather and wet areas for the WRF operators	165
5	Calcium Hypochlorite - HTH (36 buckets @ \$175/bucket)	HTH is used for cleaning and disinfecting tanks and operating areas throughout the WRF and aiding in odor control	6,300
6	Disinfectant Wipes (12 cases @ \$50/case)	Disinfectant wipes for use by the WRF operators when conducting compliance sampling and working with the wastewater	750
7	Odor Control for the WRF Pretreatment Rag & Grit Dumpsters (4 qtrs. @ \$1,500/qtr.)	Odor control for the dumpsters at the WRF pretreatment structure is essential to maintaining quality aesthetic conditions at the WRF to protect the adjoining residents from foul and objectionable odors	6,000
8	Hand Soap (18 gal. @ \$50/gal.)	Disinfecting hand soap for the operators to maintain personal cleanliness when working with and around the wastewater	900
9	Herbicide (120 gal. @ \$20/gal.)	Herbicide for maintaining weed control around the WRF, North Reuse Pump Station, North Shore Treatment Plant and all associated fence lines	2,400
10	Latex Gloves (12 cases @ \$50/case)	Latex gloves for operator personal safety and hygiene in working with wastewater	600
11	Lime (125 bags @ \$7.00/bag)	Lime is used in disinfecting wastewater spills and clean-up	875
12	Broken Tool Replacements	Replacement tools for items that may be broken during the normal course of working on the treatment plants.	2,000
13	Motorola Radio Batteries (5 @ \$90)	Replacement batteries for City radios	450
14	Odor Eliminator for Sludge Digesters (300 gal. @ \$12.50/gal.)	Odor control chemicals for use on the WRF sludge digesters	3,750
15	Office Chairs (4 @ \$250)	Replacement office chairs for the WRF operators building. The existing furniture is old and worn out, in need of replacement	1,000

**CITY OF AOPKA
OPERATING BUDGET JUSTIFICATION FORM
FISCAL YEAR 2015-16**

Fund	<u>Water & Wastewater Fund - 401</u>
Department	<u>Wastewater Plant 3121-535</u>
Line Item #	<u>5200</u>
Line Item Description	<u>Operating Supplies</u>

Item	Description	Justification	Estimated Cost
16	Oils, Greases and Lubricants	Oils, greases and lubricants for maintenance of pumps, motors, and gear boxes at the WRF, North Reuse Pump Station, North Shore Treatment Plant and Northwest RW Pond Pump Station	6,000
17	Painting Maintenance Supplies	Painting maintenance supplies for maintenance of the aesthetic appearances of the WRF, North Reuse Pump Station, and North Shore Treatment Plant	10,000
18	Paper Towels (26 cases @ \$30/case)	Paper towels for the operators to maintain personal cleanliness when working with and around the wastewater	780
19	Belt Press Polymer (12 totes @ \$3,000/tote)	Belt press polymer is essential in the operation of the press to dewater the sludge into a cake for disposal	36,000
20	Pretreatment Program Annual DMR Sampling	The Pretreatment Program annual sampling is a DEP Operating Permit required analyses for the WRF reclaimed water effluent, Triquint Semiconductor and List Industries	4,000
21	Pretreatment Program Customer Outreach and Education Program	Materials for the Pretreatment Program Customer Outreach and Education Program	1,000
22	Pump Sprayers (4 @ \$50)	Pump sprayers for spraying herbicide around the plant landscapes and bleach for plant cleaning and maintenance	200
23	Safety Shoes (14 @ \$85)	Safety shoes provided to the employees to reduce workplace injuries in the performance of their duties	1,190
24	Sodium Hypochlorite (172,250 gal. @ \$0.64/gal.)	Sodium Hypochlorite for the disinfection of reclaimed water at the WRF, North Reuse Pump Station, and North Shore Treatment Plant	110,240
25	Uniforms (10 @ \$3.74/wk. & 4 @ \$6.74/wk.)	City provided uniforms for the WRF staff	3,347
26	Water Coolers (1 @ \$40)	Replacement water cooler	40
27	Water Hoses (8 @ \$50)	Replacement water hoses for use in cleaning and maintenance of the WRF	400
28	Annual Lab Instrument Calibration Services	Calibration services for lab equipment in accordance with the lab certification requirements	800
29	Autoclave Maintenance Supplies	Maintenance supplies for the lab autoclave for cleaning and sterilization of all labware	500

**CITY OF AOPKA
OPERATING BUDGET JUSTIFICATION FORM
FISCAL YEAR 2015-16**

Fund	<u>Water & Wastewater Fund - 401</u>
Department	<u>Wastewater Plant 3121-535</u>
Line Item #	<u>5200</u>
Line Item Description	<u>Operating Supplies</u>

Item	Description	Justification	Estimated Cost
30	BOD/COD/CBOD Lab Supplies	BOD and CBOD are DEP Operating Permit required analyses for the WRF reclaimed water effluent and Pretreatment Program	1,700
31	Chloride Testing Supplies	Chloride is a DEP Operating Permit required analysis for groundwater monitoring wells quarterly sampling	300
32	Compliance Monitoring Well Sampling (4 qtrs. @ \$840/qtr.)	Quarterly monitoring well sampling is a DEP Operating Permit requirement for four wells at the WRF, one well at the Rock Springs Ridge Pond 8 Reclaimed Water Pond, and the Northwest 83 MG Reclaimed Water Pond	3,360
33	Conductivity Testing Supplies	Conductivity is a DEP Operating Permit required analysis for groundwater monitoring wells quarterly sampling	400
34	DI Water Quality Analysis (12 @ \$45)	DI water quality analysis is a requirement of the lab certification to be able to use it in blank and control tests in wastewater analysis	540
35	DI Water Service	DI Water service is a requirement of the lab certification in running blank and control tests on all analyses conducted in the lab	2,500
36	Dissolved Oxygen Probes	YSI dissolved oxygen testing probe for plant operations process control testing and lab BOD/CBOD testing	200
37	Fecal Coliform Testing Supplies	Fecal Coliform is a DEP Operating Permit required analysis for the WRF reclaimed water effluent	3,500
38	Glassware for Lab Testing	Replacement glassware for items that may be broken while conducting lab analysis	1,500
39	Lab 150 mL Funnels	Funnels for running TSS and Fecal/Total Coliform analyses	800
40	Lab NIST Thermometer	Use of a certified NIST thermometer is a NELAC requirement in conducting lab testing on wastewater samples	500
41	Laboratory Proficiency Testing	This is a requirement of the WRF lab certification to conduct proficiency testing twice per year on wastewater samples	1,200
42	Light Bulbs for Lab Testing Equipment	Replacement light bulbs for lab equipment	300
43	Nitrate/Nitrite Analysis (24 @ \$45/ea.)	Nitrate/Nitrite is a DEP Operating Permit required analysis for groundwater monitoring wells quarterly sampling	1,080
44	pH Testing Supplies	pH is a DEP Operating Permit required analysis for the WRF reclaimed water effluent	700

**CITY OF AOPKA
OPERATING BUDGET JUSTIFICATION FORM
FISCAL YEAR 2015-16**

Fund	<u>Water & Wastewater Fund - 401</u>
Department	<u>Wastewater Plant 3121-535</u>
Line Item #	<u>5200</u>
Line Item Description	<u>Operating Supplies</u>

Item	Description	Justification	Estimated Cost
45	QA/QC Testing Supplies	Quality Assurance/Quality Control testing supplies for all wastewater analyses run in the lab, including bacteria controls, verification broths/agars, LCS standards, gel standards, Prospore ampules)	2,300
46	Quarterly Sludge Analysis (4 @ \$250)	Quarterly sludge analysis for Sludge Hauling Contract and Pretreatment Program	1,000
47	Replacement Labware	Replacement labware including pipettes, test tubes, sample racks	500
48	Replacement pH Probe	Replacement pH probe for testing reclaimed water effluent per DEP Operating Permit	800
49	Sludge Analysis (4 @ \$200/ea.)	Sludge analysis is a DEP Operating Permit required analysis	800
50	Total Chlorine Residual Testing Supplies	Total chlorine residual is a DEP Operating Permit required analysis for the WRF reclaimed water effluent	1,600
51	Total Nitrogen Analysis (160 @ \$45/ea.)	Total Nitrogen is a DEP Operating Permit required analysis for the WRF reclaimed water effluent	7,200
52	Total Phosphorus Analysis (52 @ \$15/ea.)	Total Phosphorus is a DEP Operating Permit required analysis for the WRF reclaimed water effluent	780
53	Total Suspended Solids Testing Supplies	Total suspended solids is a DEP Operating Permit required analysis for the WRF reclaimed water effluent	1,750
54	Tubing for Automatic Samplers	The tubing on the automatic samplers requires replacement twice per year to maintain the integrity of each wastewater sampling event	1,000
55	Turbidity Testing Supplies	Turbidity is a DEP Operating Permit required analysis for the WRF reclaimed water effluent	600
		<i>City Administrator's Adjustment</i>	<i>(27,597)</i>

Total Cost	\$ 212,000
-------------------	-------------------

**CITY OF AOPKA
OPERATING BUDGET JUSTIFICATION FORM
FISCAL YEAR 2015-16**

Fund	<i>Water & Wastewater Fund - 401</i>
Department	<i>Wastewater Plant 3121-535</i>
Line Item #	<i>5250</i>
Line Item Description	<i>Fuel and Gasoline</i>

Item	Description	Justification	Estimated Cost
1	<i>Diesel Fuel for Generators (5,000 gal. @ \$3.50/gal.)</i>	<i>Diesel fuel for the WRF, North Reuse Pump Station and North Shore Treatment Plant standby generators</i>	17,500
2	<i>Fuel for Grounds Maintenance (250 gal. @ \$3.50/gal.)</i>	<i>Fuel for the WRF grounds maintenance equipment</i>	875
3	<i>Fuel for Vehicles - Gasoline (1,500 @ \$3.25)</i>	<i>Fuel for the WRF trucks</i>	4,875
4	<i>Fuel for Vehicles - Diesel (1,000 gal. @ \$3.50/gal.)</i>	<i>Fuel for the WRF truck</i>	3,500
5	<i>Fuel for Vehicles - CNG (750 gal. @ \$1.50/gal.)</i>	<i>Fuel for the WRF van</i>	1,125
		<i>City Administrator's Adjustment</i>	(17,000)

Total Cost	\$ 10,875
-------------------	------------------

**CITY OF AOPKA
OPERATING BUDGET JUSTIFICATION FORM
FISCAL YEAR 2015-16**

Fund Water & Wastewater Fund - 401
Department Wastewater Plant 3121-535
Line Item # 5400
Line Item Description Books, Publications & Subscriptions

Item	Description	Justification	Estimated Cost
1	<i>Florida Society Environmental Analysts Membership Renewals (2 @ \$50)</i>	<i>FSEA for laboratory staff to keep up to date on current laboratory technologies and regulatory changes</i>	100
2	<i>The NELAC Institute Lab Membership Renewal</i>	<i>The NELAC Institute is the guiding organization in the laboratory regulatory environment. It is important for our laboratory to be a member of this organization and participate in the regulatory development process</i>	100

Total Cost	\$	200
------------	----	-----

**CITY OF AOPKA
OPERATING BUDGET JUSTIFICATION FORM
FISCAL YEAR 2015-16**

Fund	<i>Water & Wastewater Fund - 401</i>
Department	<i>Wastewater Plant 3121-535</i>
Line Item #	<i>5500</i>
Line Item Description	<i>Training</i>

Item	Description	Justification	Estimated Cost
1	<i>Wastewater CEU Training Courses (9 @ \$200/ea.)</i>	<i>CEU training courses are a requirement of DEP Rule 62-602.710(4) F.A.C.</i>	1,800
2	<i>TNI Webinars (Laboratory Training)(4 @ \$90/ea.)</i>	<i>Online continuing education for laboratory staff to remain current on testing methods and the regulatory environment</i>	360
3	<i>FSEA Training Conference (Susan Reed)</i>	<i>The FSEA training conference provides hands-on training on current laboratory methods, training on upcoming changes to testing methods and the regulatory environment</i>	350
4	<i>FIPA Pretreatment Conference (2 @ \$250) (Glen Brooks and Joshua Williams)</i>	<i>The FIPA pretreatment conference provides training on current and emerging issues relating to the pretreatment of industrial wastewater processes and oil/grease programs</i>	500

Total Cost	\$ 3,010
-------------------	-----------------

**CITY OF AOPKA
OPERATING BUDGET JUSTIFICATION FORM
FISCAL YEAR 2015-16**

Fund	<u>Water & Wastewater Fund - 401</u>
Department	<u>Wastewater Plant 3121-535</u>
Line Item #	<u>6200</u>
Line Item Description	<u>Building</u>

Item	Description	Justification	Estimated Cost
1	<i>NEW Roof for the WRF Lab Building</i>	<i>The existing roof on the WRF lab building is 23 years old and is deteriorated to a point that numerous leaks have developed and been patched.</i>	25,000

Total Cost	\$ 25,000
------------	-----------

**CITY OF AOPKA
OPERATING BUDGET JUSTIFICATION FORM
FISCAL YEAR 2015-16**

Fund	<u>Water & Wastewater Fund - 401</u>
Department	<u>Wastewater Plant 3121-535</u>
Line Item #	<u>6400</u>
Line Item Description	<u>Equipment & Machinery</u>

Item	Description	Justification	Estimated Cost
1	NEW Ford F-250 Utility Truck (CNG)	<i>This vehicle will replace Unit 180648, a 1999 Ford Ranger, due to age and wear of the truck. This vehicle will be utilized by the Utilities Instrument Technician.</i>	42,000
2	Muffle Furnace (2)	<i>The existing muffle furnaces are approximately 22 and 23 years old and are working intermittently. The furnace provides the lab with the ability to perform volatile solids tests on the sludge to determine the effectiveness and efficiency of the WRF digester sludge process. The volatile solids test will be required to determine Class A or AA sludge certification qualifications.</i>	8,000
		<i>City Administrator's Adjustment</i>	<i>(8,000)</i>
3	Storage Shelving	<i>The existing storage shelving at the WRF generator room is old and dilapidated and needs replaced. The existing shelving was originally built by City staff over 25 years ago. The storage is utilized for all spare parts and materials for the maintenance of the WRF and reclaimed water pump stations. These materials need to be stored in a clean, dry manner.</i>	5,000
4	75 HP Vertical Turbine Aerator Motor	<i>This motor will serve as a spare in the event of a motor failure on the WRF Plant #2 oxidation ditch. The aerators are critical to the treatment of wastewater and the production of reclaimed water. The WRF does not currently have a spare motor for the aerators.</i>	17,500
5	WRF MCC Reuse Building Doors	<i>The doors on the WRF Reuse MCC Building are 25 years old and have deteriorated due to the weather elements and hydrogen sulfide gases from the plant and need replaced to insure the security of the building and its contents.</i>	8,000
6	WRF Air Compressor Room Doors	<i>The doors on the WRF Air Compressor Room are 25 years old and have deteriorated due to the weather elements and hydrogen sulfide gases from the plant and need replaced to insure the security of the building and its contents.</i>	4,000

Total Cost	\$ 76,500
-------------------	------------------

**CITY OF APOPKA
UTILITY CONSTRUCTION**

LINE ITEM DETAIL

	<u>2014</u>	<u>2015</u>	<u>2015</u>	<u>2016</u>
	<u>ACTUAL</u>	<u>BUDGET</u>	<u>ESTIMATE</u>	<u>REQUESTED</u>
PERSONNEL COSTS:				
1200 REGULAR SALARIES AND WAGES	276,646	383,950	300,468	386,253
1210 LONGEVITY PAY	4,814	3,100	4,317	3,253
1400 OVERTIME	522	1,200	-	1,200
2100 F.I.C.A.	20,546	29,700	22,841	29,889
2200 RETIREMENT CONTRIBUTION	48,918	61,810	43,502	64,076
2300 LIFE AND HEALTH INSURANCE	75,195	81,540	81,540	100,391
2400 WORKERS COMPENSATION	9,600	9,600	9,600	16,839
TOTAL	436,241	570,900	462,268	601,901
SUPPLIES AND OTHER SERVICES:				
3100 PROFESSIONAL SERVICES	-	150	150	-
4100 COMMUNICATIONS	-	1,230	1,230	-
4200 FREIGHT & POSTAGE	-	130	130	130
4300 UTILITY SERVICES	2,218	9,000	9,000	9,000
4400 RENTAL & LEASES	-	-	-	-
4500 LIABILITY & CASUALTY INSURANCE	7,500	7,500	7,500	-
4600 REPAIR AND MAINTENANCE	1,143	-	-	1,200
4650 VEHICLE MAINTENANCE	23,801	36,000	36,000	36,000
5100 OFFICE SUPPLIES	572	800	800	500
5200 OPERATING SUPPLIES	12,012	15,490	15,490	14,685
5250 FUEL & GASOLINE	18,325	47,275	47,275	44,050
5500 TRAINING	363	2,520	2,520	2,320
TOTAL	65,934	120,095	120,095	107,885
CAPITAL OUTLAY:				
6200 BUILDINGS	-	-	-	-
6300 IMPROV. OTHER THAN BUILDINGS	-	-	-	-
6400 EQUIPMENT	-	-	-	-
TOTAL	-	-	-	-
TOTAL COST	502,175	690,995	582,363	709,786

**CITY OF APOPKA
UTILITY CONSTRUCTION**

STAFFING ANALYSIS

NUMBER OF FULL-TIME/PART-TIME PERSONNEL

<u>POSITION</u>	<u>2014</u>	<u>2015</u>	<u>2016</u>
CONSTRUCTION FOREMAN	1	1	1
UTILITY FOREMAN	1	1	1
UTILITY SERVICE WORKER II	8	8	7
TOTAL	10	10	9

CAPITAL OUTLAY

6300 - Improvements:		
Total Improvements		\$ -
6400 - Equipment		
Replacement F-450 CNG		\$ 45,683
Total Equipment		\$ 45,683
Total Capital Outlay		\$ 45,683

**CITY OF AOPKA
OPERATING BUDGET JUSTIFICATION FORM
FISCAL YEAR 2015-16**

Fund	<u>Water & Wastewater Fund - 401</u>
Department	<u>Construction 3131-536</u>
Line Item #	<u>1400</u>
Line Item Description	<u>Overtime</u>

Item	Description	Justification	Estimated Cost
	40 hrs @\$30/hr.	For emergency's and projects if need	1,200

Total Cost	\$ 1,200
------------	----------

**CITY OF AOPKA
OPERATING BUDGET JUSTIFICATION FORM
FISCAL YEAR 2015-16**

Fund	<u>Water & Wastewater Fund - 401</u>
Department	<u>Construction 3131-536</u>
Line Item #	<u>3100</u>
Line Item Description	<u>Professional Services</u>

Item	Description	Justification	Estimated Cost
	2 Background Check	For new hires <i>Centralized Support Function - Police</i>	100 <i>(100)</i>

Total Cost	\$	-
------------	----	---

**CITY OF AOPKA
OPERATING BUDGET JUSTIFICATION FORM
FISCAL YEAR 2015-16**

Fund	<u>Water & Wastewater Fund - 401</u>
Department	<u>Construction 3131-536</u>
Line Item #	<u>4200</u>
Line Item Description	<u>Freight & Postage</u>

Item	Description	Justification	Estimated Cost
	<i>Postage (gen. correspondence, invoices)</i>	<i>Correspondence (water cut ons/offers), Orange County and SJRWMD permits, locate tickets</i>	130

Total Cost	\$	130
-------------------	-----------	------------

**CITY OF AOPKA
OPERATING BUDGET JUSTIFICATION FORM
FISCAL YEAR 2015-16**

Fund	<u>Water & Wastewater Fund - 401</u>
Department	<u>Construction 3131-536</u>
Line Item #	<u>4300</u>
Line Item Description	<u>Utility Services</u>

Item	Description	Justification	Estimated Cost
	<i>Electric</i>	<i>Warehouse #1</i>	<i>3,500</i>
	<i>Landfill charges</i>	<i>Demos and code enforcement debris</i>	<i>3,900</i>
	<i>Water and sewer</i>	<i>Warehouse, bathroom break room</i>	<i>1,600</i>

Total Cost	\$ 9,000
-------------------	-----------------

**CITY OF AOPKA
OPERATING BUDGET JUSTIFICATION FORM
FISCAL YEAR 2015-16**

Fund	<u>Water & Wastewater Fund - 401</u>
Department	<u>Construction 3131-536</u>
Line Item #	<u>4600</u>
Line Item Description	<u>Repair and Maintenance - Bldg & Equip</u>

Item	Description	Justification	Estimated Cost
	<i>Paint & misc. building repairs</i>	<i>Warehouse upkeep and repairs, upgrades in shower and bathroom</i>	<i>1,200</i>

Total Cost	\$ 1,200
-------------------	-----------------

**CITY OF AOPKA
OPERATING BUDGET JUSTIFICATION FORM
FISCAL YEAR 2015-16**

Fund	<u>Water & Wastewater Fund - 401</u>
Department	<u>Construction 3131-536</u>
Line Item #	<u>4650</u>
Line Item Description	<u>Vehicle Maintenance</u>

Item	Description	Justification	Estimated Cost
	(2) Cat backhoe	Maintenance and repairs to the maintenance equipment/vehicles	4,000
	(2) Trac-hoes	Maintenance and repairs to the maintenance equipment/vehicles	6,000
	(3) loaders	Maintenance and repairs to the maintenance equipment/vehicles	9,000
	(4) Dump (Yr. 1997, 1995, 1997, 2005)	Maintenance and repairs to the maintenance equipment/vehicles	6,000
	(4) Service trucks (Yr. 2002, 2001, 2002, 2004)	Maintenance and repairs to the maintenance equipment/vehicles	7,000
	Miscellaneous Preventive and Corrective Maintenance	Maintenance and repairs to the maintenance equipment/vehicles	4,000

Total Cost	\$ 36,000
-------------------	------------------

**CITY OF AOPKA
OPERATING BUDGET JUSTIFICATION FORM
FISCAL YEAR 2015-16**

Fund	<u>Water & Wastewater Fund - 401</u>
Department	<u>Construction 3131-536</u>
Line Item #	<u>5100</u>
Line Item Description	<u>Office Supplies</u>

Item	Description	Justification	Estimated Cost
	<i>Office supplies</i>	<i>Office supplies including pens, pencils, staples, paper clips, dry erase markers</i>	<i>500</i>

Total Cost	\$ 500
-------------------	---------------

**CITY OF AOPKA
OPERATING BUDGET JUSTIFICATION FORM
FISCAL YEAR 2015-16**

Fund Water & Wastewater Fund - 401
Department Construction 3131-536
Line Item # 5200
Line Item Description Operating Supplies

Item	Description	Justification	Estimated Cost
	<i>Barricades</i>	<i>MOT and ROW work</i>	4,000
	<i>Chainsaw Supplies (Chains, Bars, Oil)</i>	<i>Clearing ROWs</i>	1,000
	<i>Coolers</i>	<i>4 at \$40 each</i>	160
	<i>Extension ladders</i>	<i>needed for trench box work</i>	240
	<i>First aid kits</i>	<i>restocking items</i>	70
	<i>Gloves</i>	<i>employee health and safety</i>	450
	<i>Hand soap</i>	<i>employee health and safety</i>	100
	<i>Misc. hand tools & equip.</i>	<i>air compressor tools</i>	2,500
	<i>Motorola radio batteries</i>	<i>Handheld radios for foremen</i>	360
	<i>Paper towels</i>	<i>employee health and safety</i>	650
	<i>Rainsuits</i>	<i>employee health and safety</i>	270
	<i>Reflective safety vests</i>	<i>employee health and safety</i>	240
	<i>Safety cones</i>	<i>MOT and ROW work</i>	1,000
	<i>Safety glasses</i>	<i>employee health and safety</i>	160
	<i>Safety shoes</i>	<i>employee health and safety</i>	595
	<i>Saw blades for street saw</i>	<i>9 at \$85 each, employee health and safety</i>	765
	<i>Shovels</i>		320
	<i>Toilet paper</i>	<i>employee health and safety</i>	50
	<i>Uniforms -</i>	<i>City provided uniforms</i>	1,755

Total Cost	\$ 14,685
-------------------	------------------

**CITY OF AOPKA
OPERATING BUDGET JUSTIFICATION FORM
FISCAL YEAR 2015-16**

Fund	<u>Water & Wastewater Fund - 401</u>
Department	<u>Construction 3131-536</u>
Line Item #	<u>5250</u>
Line Item Description	<u>Fuel and Gasoline</u>

Item	Description	Justification	Estimated Cost
	<i>CNG Fuel</i>	<i>Fuel for Vehicles - CNG (gal. @ \$1.50/gal.)</i>	
	<i>Diesel Fuel for Equipment</i>	<i>Diesel Fuel for Generators (8,500 gal. @ \$3.50/gal.)</i>	29,750
	<i>Unleaded Fuel for Vehicles</i>	<i>Fuel for Vehicles - Gasoline (4,400 @ \$3.25)</i>	14,300

Total Cost	\$ 44,050
-------------------	------------------

**CITY OF APOPKA
OPERATING BUDGET JUSTIFICATION FORM
FISCAL YEAR 2015-16**

Fund	<u>Water & Wastewater Fund - 401</u>
Department	<u>Construction 3131-536</u>
Line Item #	<u>5500</u>
Line Item Description	<u>Training</u>

Item	Description	Justification	Estimated Cost
	<i>Confined Space, Trenching Sharing Class</i>	<i>Continuing education for 7 employees</i>	<i>1,320</i>
	<i>Traffic control, erosion control, safety operation</i>		<i>1,000</i>

Total Cost	\$ 2,320
-------------------	-----------------

**CITY OF AOPKA
OPERATING BUDGET JUSTIFICATION FORM
FISCAL YEAR 2015-16**

Fund	<u>Water & Wastewater Fund - 401</u>
Department	<u>Construction 3131-536</u>
Line Item #	<u>6400</u>
Line Item Description	<u>Equipment & Machinery</u>

Item	Description	Justification	Estimated Cost
	F-450 (CNG) Regular and Chassis 4 x 2	Replace Unit 19-0740 (2001) due to high mileage and age <i>City Administrator's Adjustment</i>	45,683 <i>(45,683)</i>

Total Cost	\$	-
------------	----	---

PAGE LEFT INTENTIONALLY BLANK

**CITY OF APOPKA
WATER MAINTENANCE**

LINE ITEM DETAIL

	<u>2014</u>	<u>2015</u>	<u>2015</u>	<u>2016</u>
	<u>ACTUAL</u>	<u>BUDGET</u>	<u>ESTIMATE</u>	<u>REQUESTED</u>
PERSONNEL COSTS:				
1200 REGULAR SALARIES AND WAGES	483,411	491,250	447,106	495,869
1210 LONGEVITY PAY	4,124	4,300	4,303	3,970
1400 OVERTIME	42,839	50,440	42,185	50,440
1600 OTHER REIMBURSED ALLOWANCES	-	-	-	960
2100 F.I.C.A.	38,081	41,840	36,276	42,170
2200 RETIREMENT CONTRIBUTION	88,193	87,070	70,577	90,403
2300 LIFE AND HEALTH INSURANCE	102,990	109,170	109,171	139,763
2400 WORKERS COMPENSATION	15,500	15,500	15,499	23,758
TOTAL	775,138	799,570	725,117	847,334
SUPPLIES AND OTHER SERVICES:				
3100 PROFESSIONAL SERVICES	-	100	100	-
3400 OTHER CONTRACTUAL SERVICES	935	900	900	900
4000 TRAVEL & PER DIEM	12	-	-	-
4100 COMMUNICATIONS	2,653	3,340	3,340	480
4200 FREIGHT & POSTAGE	329	1,200	1,200	1,200
4300 UTILITY SERVICES	7,528	10,300	10,300	10,300
4400 RENTAL & LEASES	6,710	11,325	11,325	11,325
4500 LIABILITY & CASUALTY INSURANCE	10,500	10,500	10,500	-
4600 REPAIR AND MAINTENANCE	3,928	4,000	4,000	4,000
4650 VEHICLE MAINTENANCE	31,523	42,000	42,000	46,200
4900 OTHER CHARGES	6,160	7,000	7,000	7,000
5100 OFFICE SUPPLIES	1,172	1,400	1,400	1,400
5200 OPERATING SUPPLIES	518,007	369,300	369,300	389,467
5201 VENDING SUPPLIES	-	6,000	6,000	40,931
5236 BACKFLOW OPERATIONAL SUPPLIES	86,605	49,940	49,940	21,000
5245 CONTRACTOR METER REPAIRS	-	3,350	3,350	3,350
5250 FUEL & GASOLINE	60,228	45,975	45,975	39,925
5400 BOOKS, PUBS, SUBS & MEMBERSHIPS	-	660	660	165
5500 TRAINING	763	2,320	2,320	2,420
TOTAL	737,053	569,610	569,610	580,063
CAPITAL OUTLAY:				
6300 INFRASTRUCTURE	-	100,000	100,000	75,000
6400 EQUIPMENT	-	35,100	35,100	49,000
TOTAL	-	135,100	135,100	124,000
TOTAL COST	1,512,191	1,504,280	1,429,827	1,551,397

**CITY OF AOPKA
WATER MAINTENANCE**

STAFFING ANALYSIS

NUMBER OF FULL-TIME/PART-TIME PERSONNEL

<u>POSITION</u>	<u>2014</u>	<u>2015</u>	<u>2016</u>
UTILITY PROGRAM SUPERVISOR	1	1	1
UTILITY SERVICE WORKER II	9	9	9
UTILITY SERVICE WORKER I	1	1	1
TOTAL	11	11	11

CAPITAL OUTLAY

6300 - Improvements:		
Water main upgrades		\$ 100,000
Total Improvements		<u>\$ 100,000</u>
6400 - Equipment		
Replacement F-150 CNG		\$ 35,000
Tracer LMX100 Ground Penetrating Radar Locator System		14,000
Total Equipment		<u>\$ 49,000</u>
Total Capital Outlay		\$ 149,000

**CITY OF AOPKA
OPERATING BUDGET JUSTIFICATION FORM
FISCAL YEAR 2015-16**

Fund	<u>Water & Wastewater Fund - 401</u>
Department	<u>Utility Maintenance 3141-533</u>
Line Item #	<u>1400</u>
Line Item Description	<u>Professional Services</u>

Item	Description	Justification	Estimated Cost
	Overtime: 25 hrs./wk. @\$30/hr. 52 wk.	Emergencies and projects if needed After Hours work water service leaks, cut on and off for repairs	39,000
	Standby Time: 11 hrs./wk. @\$20/hr. 52 wk.		11,440

Total Cost	\$ 50,440
-------------------	------------------

**CITY OF AOPKA
OPERATING BUDGET JUSTIFICATION FORM
FISCAL YEAR 2015-16**

Fund	<u>Water & Wastewater Fund - 401</u>
Department	<u>Utility Maintenance 3141-533</u>
Line Item #	<u>3100</u>
Line Item Description	<u>Professional Services</u>

Item	Description	Justification	Estimated Cost
	2 Background Check	add new hires <i>Centralized Support Function - Police</i>	100 <i>(100)</i>

Total Cost	\$	-
------------	----	---

**CITY OF AOPKA
OPERATING BUDGET JUSTIFICATION FORM
FISCAL YEAR 2015-16**

Fund	<u>Water & Wastewater Fund - 401</u>
Department	<u>Utility Maintenance 3141-533</u>
Line Item #	<u>3400</u>
Line Item Description	<u>Other Contractual Services</u>

Item	Description	Justification	Estimated Cost
	Janitorial Services	cleanng of warehouse, breakroom, showers and bathrooms. Split with other Divisions, cleaning bathrooms/showers/breakroom	900

Total Cost	\$	900
------------	----	-----

**CITY OF AOPKA
OPERATING BUDGET JUSTIFICATION FORM
FISCAL YEAR 2015-16**

Fund	<u>Water & Wastewater Fund - 401</u>
Department	<u>Utility Maintenance 3141-533</u>
Line Item #	<u>4100</u>
Line Item Description	<u>Communications Services</u>

Item	Description	Justification	Estimated Cost
	Cell phone - Standby	After hours calls for stand-by	480
	3 Laptop Internet connection	lpad Internet connection for locate staff and UB cut ons and offs <i>centralized support function-IT</i>	1,920 <i>(1,920)</i>

Total Cost	\$	480
------------	----	-----

**CITY OF AOPKA
OPERATING BUDGET JUSTIFICATION FORM
FISCAL YEAR 2015-16**

Fund	<u>Water & Wastewater Fund - 401</u>
Department	<u>Utility Maintenance 3141-533</u>
Line Item #	<u>4200</u>
Line Item Description	<u>Freight & Postage</u>

Item	Description	Justification	Estimated Cost
	<i>Postage/Shipping</i>	<i>Correspondence with residents re maintenance, backflow, etc..</i>	<i>1,200</i>

Total Cost	\$ 1,200
-------------------	-----------------

**CITY OF AOPKA
OPERATING BUDGET JUSTIFICATION FORM
FISCAL YEAR 2015-16**

Fund	<u>Water & Wastewater Fund - 401</u>
Department	<u>Utility Maintenance 3141-533</u>
Line Item #	<u>4300</u>
Line Item Description	<u>Utility Services</u>

Item	Description	Justification	Estimated Cost
	Landfill charges	debris from repairs	4,800
	Water, sewer and electric	warehouse/showers/office	5,500

Total Cost	\$ 10,300
------------	-----------

**CITY OF AOPKA
OPERATING BUDGET JUSTIFICATION FORM
FISCAL YEAR 2015-16**

Fund	<i>Water & Wastewater Fund - 401</i>
Department	<i>Utility Maintenance 3141-533</i>
Line Item #	<i>4400</i>
Line Item Description	<i>Rentals and Leases</i>

Item	Description	Justification	Estimated Cost
	<i>Miscellaneous Emergency Equipment Rental</i>	<i>MOT Rentals for repairs, Traffic control/cranes, etc.</i>	<i>5,000</i>
	<i>Railroad lease #61-003</i>	<i>Lease for use of ROW, utility pipe in.</i>	<i>200</i>
	<i>Railroad lease #61-004</i>	<i>Lease for use of ROW, utility pipe in.</i>	<i>200</i>
	<i>Railroad lease #61-005</i>	<i>Lease for use of ROW, utility pipe in.</i>	<i>200</i>
	<i>Railroad lease #61-006</i>	<i>Lease for use of ROW, utility pipe in.</i>	<i>200</i>
	<i>Railroad lease #61-030</i>	<i>Lease for use of ROW, utility pipe in.</i>	<i>200</i>
	<i>Railroad lease #61-098</i>	<i>Lease for use of ROW, utility pipe in.</i>	<i>200</i>
	<i>Railroad lease #61-099</i>	<i>Lease for use of ROW, utility pipe in.</i>	<i>300</i>
	<i>Railroad lease #61-101</i>	<i>Lease for use of ROW, utility pipe in.</i>	<i>250</i>
	<i>Railroad lease #61-140</i>	<i>Lease for use of ROW, utility pipe in.</i>	<i>600</i>
	<i>Railroad lease #61-148</i>	<i>Lease for use of ROW, utility pipe in.</i>	<i>825</i>
	<i>Railroad lease #61-154</i>	<i>Lease for use of ROW, utility pipe in.</i>	<i>1,050</i>
	<i>Railroad lease #61-157</i>	<i>Lease for use of ROW, utility pipe in.</i>	<i>1,050</i>
	<i>Railroad lease #61-159</i>	<i>Lease for use of ROW, utility pipe in.</i>	<i>1,050</i>

Total Cost	\$ 11,325
-------------------	------------------

**CITY OF AOPKA
OPERATING BUDGET JUSTIFICATION FORM
FISCAL YEAR 2015-16**

Fund	<u>Water & Wastewater Fund - 401</u>
Department	<u>Utility Maintenance 3141-533</u>
Line Item #	<u>4600</u>
Line Item Description	<u>Repair and Maintenance - Bldg & Equip</u>

Item	Description	Justification	Estimated Cost
	<i>Building repairs, warehouse #1</i>	<i>bathroom repairs, toilets, grout injection for warehouse #1</i>	<i>4,000</i>

Total Cost	\$ 4,000
-------------------	-----------------

**CITY OF AOPKA
OPERATING BUDGET JUSTIFICATION FORM
FISCAL YEAR 2015-16**

Fund	<u>Water & Wastewater Fund - 401</u>
Department	<u>Utility Maintenance 3141-533</u>
Line Item #	<u>4650</u>
Line Item Description	<u>Vehicle Maintenance</u>

Item	Description	Justification	Estimated Cost
	<i>Preventive & Corrective Maintenance (12 trucks, 3 tractors, 1 directional bore) (yr. 1/1996, 2/1998, 5/1999, 1/2000, 3/2001, 1/2004, 2/2005, 2/2006, 3/2007, 1/2008)</i>	<i>Much of the equipment is over 10 years old and requires more frequent repair. Per Fleet, the vehicles are starting to cost more to repair than replace.</i>	46,200

Total Cost	\$ 46,200
------------	-----------

**CITY OF AOPKA
OPERATING BUDGET JUSTIFICATION FORM
FISCAL YEAR 2015-16**

Fund	<u>Water & Wastewater Fund - 401</u>
Department	<u>Utility Maintenance 3141-533</u>
Line Item #	<u>4900</u>
Line Item Description	<u>Other Charges</u>

Item	Description	Justification	Estimated Cost
	<i>Locates (Sunshine One)</i>	<i>monthly bill from 811 locates</i>	<i>6,000</i>
	<i>Orange County/DOT permit fees</i>	<i>City jobs in OC ROWs</i>	<i>1,000</i>

Total Cost	\$ 7,000
-------------------	-----------------

**CITY OF AOPKA
OPERATING BUDGET JUSTIFICATION FORM
FISCAL YEAR 2015-16**

Fund	<u>Water & Wastewater Fund - 401</u>
Department	<u>Utility Maintenance 3141-533</u>
Line Item #	<u>5100</u>
Line Item Description	<u>Office Supplies</u>

Item	Description	Justification	Estimated Cost
	Miscellaneous office supplies (Additional per Lynne for Ink Cartridges)		800
	Work orders	Printing duplicate WO for hand writing instead of entering into Gov QA since no tablets for field support of electronic work orders	600

Total Cost	\$ 1,400
------------	----------

**CITY OF AOPKA
OPERATING BUDGET JUSTIFICATION FORM
FISCAL YEAR 2015-16**

Fund	<i>Water & Wastewater Fund - 401</i>
Department	<i>Utility Maintenance 3141-533</i>
Line Item #	<i>5200</i>
Line Item Description	<i>Operating Supplies</i>

Item	Description	Justification	Estimated Cost
	<i>1" meter potable</i>	<i>old meter change outs</i>	<i>2,983</i>
	<i>1" meter reclaimed</i>	<i>new meter installs</i>	<i>1,500</i>
	<i>1.5" meter potable</i>	<i>old meter change outs</i>	<i>5,338</i>
	<i>1.5" meter reclaimed</i>	<i>new meter installs</i>	<i>5,342</i>
	<i>2" meter potable</i>	<i>Meter change out program 30 @ \$831 each</i>	<i>24,930</i>
	<i>2" meter reclaimed</i>	<i>new meter installs</i>	<i>4,812</i>
	<i>5/8 x 3/4 meter potable</i>	<i>old meter change outs</i>	<i>71,152</i>
	<i>5/8 x 3/4 meter reclaimed</i>	<i>new meter installs</i>	<i>49,826</i>
	<i>Ant spray</i>	<i>employee health and safety</i>	<i>1,250</i>
	<i>Bore gel</i>	<i>for drilling new water mains</i>	<i>750</i>
	<i>Chlorine</i>	<i>for flushing new water mains</i>	<i>150</i>
	<i>Coolers</i>	<i>employee health and safety</i>	<i>246</i>
	<i>DBL Radio meters</i>	<i>flexnet for amr system</i>	<i>27,000</i>
	<i>DC trash pump</i>	<i>water leaks</i>	<i>1,800</i>
	<i>Double traffic boxes</i>	<i>new meter installs</i>	<i>1,120</i>
	<i>Face shield</i>	<i>employee health and safety</i>	<i>40</i>
	<i>Fire hydrant repairs</i>	<i>flush, grease, repair parts and paint</i>	<i>16,250</i>
	<i>First aid kit</i>	<i>employee health and safety</i>	<i>440</i>
	<i>Gas can</i>	<i>for cut off saws</i>	<i>140</i>
	<i>Gloves</i>	<i>employee health and safety</i>	<i>312</i>
	<i>Hand soap</i>	<i>employee health and safety</i>	<i>144</i>
	<i>Hoses</i>	<i>for by passing water</i>	<i>80</i>
	<i>Locate Flag Shooter</i>	<i>marking City utilities</i>	<i>800</i>
	<i>Locating supplies (flags, paint, etc.)</i>	<i>marking City utilities</i>	<i>7,000</i>
	<i>Miscellaneous hand tools</i>	<i>sanzaw, drills, batteries for tools</i>	<i>1,500</i>
	<i>Motorola radio batteries</i>	<i>handheld radios</i>	<i>540</i>
	<i>Paper towels</i>	<i>employee health and safety</i>	<i>1,040</i>

**CITY OF AOPKA
OPERATING BUDGET JUSTIFICATION FORM
FISCAL YEAR 2015-16**

Fund	<u>Water & Wastewater Fund - 401</u>
Department	<u>Utility Maintenance 3141-533</u>
Line Item #	<u>5200</u>
Line Item Description	<u>Operating Supplies</u>

Item	Description	Justification	Estimated Cost
	Rain suits	employee health and safety	330
	Reflective safety vests	employee health and safety	144
	Registers	replacement part for water meters	10,500
	Reuse DBL Meter Box	for new meters installation	4,600
	Reuse Single Meter Box	for new meters installation	9,750
	Safety glasses	employee health and safety	176
		11 pairs at \$85 each, employee health and safety	
	Safety shoes	safety	935
	Sensus Touch-Read gun	for rechecking water meters	2,000
	Shovels	for digging to get to lines, mains and meters	224
	Single Radio	flexnet for amr system	61,800
	Single traffic boxes	new meter installs	1,620
	Toilet paper	employee health and safety	100
	Traffic control devices	for repairs of utilities under streets and roads	2,300
	Uniforms	City provided	2,402
	Valves, EZ Valves, rock, sand, etc.	repairs and restoration	40,000
	Wasp Spray	employee health and safety	300
	Water DBL Meter Box	new meter installs	6,818
	Water service upgrades & new	replace galvanized water mains	8,000
	Water Single Meter Box	new meter installs	10,983

Total Cost	\$ 389,467
-------------------	-------------------

**CITY OF AOPKA
OPERATING BUDGET JUSTIFICATION FORM
FISCAL YEAR 2015-16**

Fund	<u>Water & Wastewater Fund - 401</u>
Department	<u>Utility Maintenance 3141-533</u>
Line Item #	<u>5201</u>
Line Item Description	<u>Sensus Metering System</u>

Item	Description	Justification	Estimated Cost
	<i>Change out large meters:</i>		
	<i>20 of 2" Omni Potable water meters</i>	<i>Change out at Oasis (Palm Key Apts.)</i>	<i>16,640</i>
	<i>1 of 10" F2 Omni Potable/Fire water meter</i>	<i>Change out at Willow Lake Apts.</i>	<i>16,611</i>
	<i>4 of 4" Omni Potable water meters</i>	<i>Change out at D & K Services, Cooper Oaks, Cooper Industrial and Apopka Airport</i>	<i>7,680</i>

Total Cost	\$ 40,931
-------------------	------------------

**CITY OF AOPKA
OPERATING BUDGET JUSTIFICATION FORM
FISCAL YEAR 2015-16**

Fund	<u>Water & Wastewater Fund - 401</u>
Department	<u>Utility Maintenance 3141-533</u>
Line Item #	<u>5236</u>
Line Item Description	<u>Backflow Operational Supplies</u>

Item	Description	Justification	Estimated Cost
	<i>Backflow calibration</i>	<i>Backflow Operational Supplies</i>	200
	<i>Backflow DBL Boxes</i>	<i>Backflow Operational Supplies</i>	4,303
	<i>Backflow Single Boxes</i>	<i>Backflow Operational Supplies</i>	4,742
	<i>Backflow supplies</i>	<i>Backflow Operational Supplies</i>	40,692
		<i>City Administrator's Adjustment</i>	<i>(28,937)</i>

Total Cost	\$ 21,000
-------------------	------------------

**CITY OF AOPKA
 OPERATING BUDGET JUSTIFICATION FORM
 FISCAL YEAR 2015-16**

Fund	<u>Water & Wastewater Fund - 401</u>
Department	<u>Utility Maintenance 3141-533</u>
Line Item #	<u>5245</u>
Line Item Description	<u>Contractor Meter Repairs</u>

Item	Description	Justification	Estimated Cost
	Maintenance for hydrant meters	Contractor Meter Repairs	1,250
	New hydrant meter	Contractor Meter Repairs	2,100

Total Cost	\$	3,350
------------	----	-------

**CITY OF AOPKA
OPERATING BUDGET JUSTIFICATION FORM
FISCAL YEAR 2015-16**

Fund	<u>Water & Wastewater Fund - 401</u>
Department	<u>Utility Maintenance 3141-533</u>
Line Item #	<u>5250</u>
Line Item Description	<u>Fuel and Gasoline</u>

Item	Description	Justification	Estimated Cost
	<i>CNG Fuel New</i>	<i>CNG 1,600 gal @ \$1.50</i>	<i>2,400</i>
	<i>Diesel Fuel for Vehicles</i>	<i>Diesel 1,900 Gal @ \$3.50</i>	<i>6,650</i>
	<i>Unleaded Fuel for Vehicles</i>	<i>Gas 9,500 Gal @ \$3.25</i>	<i>30,875</i>

Total Cost	\$	39,925
-------------------	-----------	---------------

**CITY OF AOPKA
OPERATING BUDGET JUSTIFICATION FORM
FISCAL YEAR 2015-16**

Fund	<u>Water & Wastewater Fund - 401</u>
Department	<u>Utility Maintenance 3141-533</u>
Line Item #	<u>5400</u>
Line Item Description	<u>Books, Publications & Subscriptions</u>

Item	Description	Justification	Estimated Cost
	1 DEP AWWA test books level 3	New Hire	120
	1 Book		45

Total Cost	\$	165
------------	----	-----

**CITY OF AOPKA
OPERATING BUDGET JUSTIFICATION FORM
FISCAL YEAR 2015-16**

Fund	<u>Water & Wastewater Fund - 401</u>
Department	<u>Utility Maintenance 3141-533</u>
Line Item #	<u>5500</u>
Line Item Description	<u>Training</u>

Item	Description	Justification	Estimated Cost
	<i>Backflow enrollment fee</i>	<i>2 Employees</i>	<i>1,200</i>
	<i>Backflow recertification</i>	<i>3 Employees</i>	<i>600</i>
	<i>Distribution</i>	<i>1 Employees</i>	<i>300</i>
	<i>Misc. Training</i>	<i>Classes, new hires, safety reminders</i>	<i>320</i>

Total Cost	\$ 2,420
-------------------	-----------------

**CITY OF AOPKA
OPERATING BUDGET JUSTIFICATION FORM
FISCAL YEAR 2015-16**

Fund	<u>Water & Wastewater Fund - 401</u>
Department	<u>Utility Maintenance 3141-533</u>
Line Item #	<u>6300</u>
Line Item Description	<u>Infrastructure</u>

Item	Description	Justification	Estimated Cost
	Misc. watermain and watermain upgrades	Replacement and upgrade of old existing water mains <i>City Administrator's Adjustment</i>	100,000 <i>(25,000)</i>

Total Cost	\$ 75,000
------------	-----------

**CITY OF AOPKA
OPERATING BUDGET JUSTIFICATION FORM
FISCAL YEAR 2015-16**

Fund	<u>Water & Wastewater Fund - 401</u>
Department	<u>Utility Maintenance 3141-533</u>
Line Item #	<u>6400</u>
Line Item Description	<u>Equipment & Machinery</u>

Item	Description	Justification	Estimated Cost
	<i>F-150 (CNG) Regular cab</i>	<i>To replace Unit 18-0947 (2004) Ranger due to High mileage, high hours.</i>	<i>35,000</i>
	<i>Tracer LMX100 Ground Penetrating Radar Locator System</i>	<i>To replace Unit manufacture is unable to update or repair due to age. The 2007 model has to be sent to Canada to be repaired, the new one has in state service centers.</i>	<i>14,000</i>

Total Cost	\$ 49,000
-------------------	------------------

PAGE LEFT INTENTIONALLY BLANK

**CITY OF APOPKA
UTILITY BILLING**

LINE ITEM DETAIL

	<u>2014</u>	<u>2015</u>	<u>2015</u>	<u>2016</u>
	ACTUAL	BUDGET	ESTIMATE	REQUESTED
PERSONNEL COSTS:				
1200 REGULAR SALARIES AND WAGES	254,320	272,000	237,847	256,944
1230 LONGEVITY PAY	1,822	1,900	1,900	1,483
1400 OVERTIME	-	-	-	-
2100 F.I.C.A.	20,210	21,120	17,662	19,770
2200 RETIREMENT CONTRIBUTION	44,979	43,930	33,679	42,382
2300 LIFE AND HEALTH INSURANCE	36,090	38,250	38,251	60,038
2400 WORKERS COMPENSATION	4,800	4,800	4,800	646
TOTAL	362,221	382,000	334,139	381,263
SUPPLIES AND OTHER SERVICES:				
3200 AUDIT SERVICES	14,470	16,350	16,350	-
3400 OTHER CONTRACTUAL SERVICES	105,574	99,100	99,100	99,000
4100 COMMUNICATION SERVICES	-	600	600	-
4200 FREIGHT & POSTAGE	131,040	157,600	157,500	157,700
4500 LIABILITY & CASUALTY INSURANCE	7,050	7,050	7,050	-
4600 REPAIR AND MAINTENANCE	14,157	51,500	56,000	49,600
4700 PRINTING AND BINDING	99,034	68,780	140,000	143,135
5100 OFFICE SUPPLIES	5,427	14,250	12,000	12,450
5200 OPERATING SUPPLIES	2,425	4,000	4,000	4,000
5500 TRAINING	-	800	-	-
TOTAL	379,177	420,030	492,600	465,885
CAPITAL OUTLAY:				
6200 BUILDINGS	-	-	-	-
6300 IMPROV. OTHER THAN BUILDINGS	-	-	-	4,500
6400 EQUIPMENT	-	25,720	-	-
TOTAL	-	25,720	-	4,500
TOTAL COST	741,398	827,750	826,739	851,648

**CITY OF AOPKA
UTILITY BILLING**

STAFFING ANALYSIS

NUMBER OF FULL-TIME/PART-TIME PERSONNEL

<u>POSITION</u>	<u>2014</u>	<u>2015</u>	<u>2016</u>
UTILITY BILLING MANAGER	1	1	1
CUSTOMER SERVICE SPECIALIST	2	2	2
CUSTOMER SERVICE CLERK	2	2	2
TOTAL	5	5	5

CAPITAL OUTLAY

6300 - Improv. Other than Buildings	
Awnings for City Hall Annex	\$ 1,500
UB Manager's Office	4,600
	<u>\$ 6,100</u>
6400 - Equipment	
Total Capital Equipment	<u>-</u>
Total Capital Outlay	<u><u>\$ 6,100</u></u>

**CITY OF APOPKA
OPERATING BUDGET JUSTIFICATION FORM
FISCAL YEAR 2015-16**

Fund	<u>Water & Wastewater Fund - 401</u>
Department	<u>Utility Billing 3161-533</u>
Line Item #	<u>3400</u>
Line Item Description	<u>Other Contractual Services</u>

Item	Description	Justification	Estimated Cost
	MERCHANT SERVICE FEES	Credit card fees	96,000
	Check payment processing fee for utility bill payments	Fee for processing electronic payments from customer PayPoint IVR Profit Star/Remit Plus-remote deposit	3,000

Total Cost	\$ 99,000
------------	-----------

**CITY OF AOPKA
OPERATING BUDGET JUSTIFICATION FORM
FISCAL YEAR 2015-16**

Fund	<u>Water & Wastewater Fund - 401</u>
Department	<u>Utility Billing 3161-533</u>
Line Item #	<u>4200</u>
Line Item Description	<u>Freight & Postage</u>

Item	Description	Justification	Estimated Cost
	POSTAGE	Water bills (300,000 * .49/ea)	147,000
	POSTAGE-post card	Mid month notices (10,000 * .35/ea)	3,500
	POSTAGE	Customer refunds, etc.	1,500
	POSTAGE	Miscellaneous letters	1,500
	RENTAL	PO BOX 1188 Due in December	200
	RENTAL	PO BOX 1148 Due in April	500
	FEDEX	Shipping costs	1,000
	E-BILL	Credits for signing up for e-billing (500 x \$5.00/ea)	2,500

Total Cost	\$ 157,700
-------------------	-------------------

**CITY OF AOPKA
OPERATING BUDGET JUSTIFICATION FORM
FISCAL YEAR 2015-16**

Fund	<u>Water & Wastewater Fund - 401</u>
Department	<u>Utility Billing 3161-533</u>
Line Item #	<u>4600</u>
Line Item Description	<u>Repair and Maintenance - Bldg & Equip</u>

Item	Description	Justification	Estimated Cost
	IMS TPA Contract	Software support fee (\$450*12)	5,400
		Centralized support function - IT	(5,400)
	Meter reading equipment repair	Repairs for Autoguns	500
	Fire Extinguishers	Annual maintenance	100
	Printer maintenance contracts	Maintenance contracts for two (2) printers in Utility Billing	1,500
		Centralized support function - IT	(1,500)
	Batteries	UPS batteries for TGB towers	1,000
	Service Calls	For mail machine	1,000
	Sensus	Software Support (2 TGBs) (*)	7,000
	Sensus Verdeeco Proposal BUDGETARY ONLY	Annual Maintenance	25,000
	Sensus Verdeeco Proposal BUDGETARY ONLY	Implementation Charges	15,000
		(*) This would not be needed if the Verdeeco proposal is approved.	

Total Cost	\$ 49,600
-------------------	------------------

**CITY OF AOPKA
OPERATING BUDGET JUSTIFICATION FORM
FISCAL YEAR 2015-16**

Fund	<u>Water & Wastewater Fund - 401</u>
Department	<u>Utility Billing 3161-533</u>
Line Item #	<u>4700</u>
Line Item Description	<u>Printing Services</u>

Item	Description	Justification	Estimated Cost
	Business cards	Information for customers	50
	Deposit cards	For new customers	800
	Refund checks	Used for deposit refunds	800
	Envelopes - water bills (2 types)	For water bills (25,000 x 12 = 300,000)	
		Window Envelopes 300,000 (.06)	18,000
		Return Envelopes 300,000 (.06)	18,000
	Water bill paper	For water bills	
		25,000 x 12 = 300,000 (.08)	24,000
		Includes printing water restrictions (.03) and perforation (.05)	
	Misc Water Bills Services	Meter fee, envelope sealing, folding and inserting water bills	
	25,000 x 12 = 300,000 (.097)	25,000 x 12 = 300,000 (.12)	36,000
	Printing Water Bills	Printing services for water bills	
		25,000 x 12 = 300,000 (.03)	9,000
		<i>(This would be the cost if the bills were emailed to the vendor. Currently, bills are printed in-house)</i>	
	Printing - miscellaneous	Miscellaneous printing services	
		Newsletters 25,000 x 12 = 300,000 (.10)	30,000
		Additional flyer inserts 50,000 (.04)	2,000
	Mid month notices	Postcards	
		10,000 (.1385)	1,385
	Envelopes - Miscellaneous	For general correspondence and refund checks (from Pride & American Diversity)	
	Refunds, general correspondence	UB window envelopes (5,000) #30800389	700
		UB return envelopes (2,500)	800
		City envelopes #10 (2,500) #30800479	300
		City envelopes #9 (5,000) #30801270	500
		Letterhead (2,000) #30800381	800
	Increase due to price increases after budget submission		

Total Cost	\$ 143,135
-------------------	-------------------

**CITY OF AOPKA
OPERATING BUDGET JUSTIFICATION FORM
FISCAL YEAR 2015-16**

Fund	<u>Water & Wastewater Fund - 401</u>
Department	<u>Utility Billing 3161-533</u>
Line Item #	<u>5100</u>
Line Item Description	<u>Office Supplies</u>

Item	Description	Justification	Estimated Cost
	Calendars	2016 Calendars for UB staff	50
	Copy paper (all sizes)		2,000
	8 1/2 x 11 (\$1,000)	For daily UB use for printers and copiers.	
	8 1/2 x 11 3-hole (\$500)	Colored paper is used for informational	
	8 1/2 x 14 (\$100)	flyers provided to the customers in the	
	8 1/2 x 11 - colors (\$400)	front lobby.	
	Data binders		
	Handheld reports (\$250)	For UB use to store printed reports	500
	Billing Reports (\$150)		
	Miscellaneous reports (\$100)		
	Validator cash receipt tape	Used by cashiers (#109-275)	400
	Credit card receipt tape	Used by cashiers (#109-317)	200
	File Supplies	Folders (all types, labels)	500
	General office supplies	Paper clips, staples, pens, tape, etc.	800
	Printer cartridges	For UB printers	
		Cindy (HEWC4182X)	400
		Main (HEWC8543X)	4,000
	Storage boxes	Used for fiscal year-end	300
	Cashier supplies	Drive-thru envelopes & other drive thru supplies	2,000
	Batteries	All types including radio	300
	Record Management	Annual record disposal after RDR approval	1,000

Total Cost	\$ 12,450
-------------------	------------------

**CITY OF APOPKA
OPERATING BUDGET JUSTIFICATION FORM
FISCAL YEAR 2015-16**

Fund	<u>Water & Wastewater Fund - 401</u>
Department	<u>Utility Billing 3161-533</u>
Line Item #	<u>5200</u>
Line Item Description	<u>Operating Supplies</u>

Item	Description	Justification	Estimated Cost
	Meter Testing Fees	Used to test water meters as requested by customers. (Note: This fee may be charged back to customer in the event the meter is not over-registering.)	500
	General operational supplies	Monitor upgrades, wireless phone headset replacements, validator upgrades	3,500

Total Cost	\$ 4,000
-------------------	-----------------

**CITY OF AOPKA
OPERATING BUDGET JUSTIFICATION FORM
FISCAL YEAR 2015-16**

Fund	<u>Water & Wastewater Fund - 401</u>
Department	<u>Utility Billing 3161-533</u>
Line Item #	<u>6300</u>
Line Item Description	<u>Infrastructure</u>

Item	Description	Justification	Estimated Cost
	Awnings for City Hall Annex	To provide coverage for citizens and employees during inclement weather.	1,500
	UB Manager Office	Furnish UB Manager's office and convert the old workstation to Check processing station	4,600
		City Administrator's Adjustment	(1,600)

Total Cost	\$ 4,500
-------------------	-----------------

PAGE LEFT INTENTIONALLY BLANK

**CITY OF APOPKA
WASTEWATER MAINTENANCE**

LINE ITEM DETAIL

	<u>2014</u>	<u>2015</u>	<u>2015</u>	<u>2016</u>
	<u>ACTUAL</u>	<u>BUDGET</u>	<u>ESTIMATE</u>	<u>REQUESTED</u>
PERSONNEL COSTS:				
1200 REGULAR SALARIES AND WAGES	257,714	373,050	279,026	366,764
1210 LONGEVITY PAY	2,221	2,130	2,130	1,968
1400 OVERTIME	30,485	27,040	29,287	34,840
1600 OTHER REIMBURSED ALLOWANCES	-	-	-	480
2100 F.I.C.A.	20,831	30,800	22,022	30,910
2200 RETIREMENT CONTRIBUTION	39,646	56,300	36,257	58,285
2300 LIFE AND HEALTH INSURANCE	64,550	68,850	68,849	90,793
2400 WORKERS COMPENSATION	8,700	8,700	8,700	13,859
2500 UNEMPLOYMENT COMPENSATION	-	7,000	-	-
TOTAL	424,147	573,870	446,272	597,898
SUPPLIES AND OTHER SERVICES:				
3100 PROFESSIONAL SERVICES	41	100	100	-
3400 OTHER CONTRACTUAL SERVICES	932	900	900	900
4100 COMMUNICATIONS	1,083	2,390	2,390	1,057
4200 FREIGHT & POSTAGE	-	400	400	400
4300 UTILITY SERVICES	5,534	10,700	10,700	11,025
4400 RENTAL & LEASES	17,642	21,770	21,770	21,770
4500 LIABILITY & CASUALTY INSURANCE	6,720	6,720	6,720	-
4600 REPAIR AND MAINTENANCE	313,042	403,165	403,165	398,340
4610 VEHICLE MAINTENANCE	42,768	25,000	25,000	25,000
4900 OTHER CHARGES	528	1,400	1,400	1,400
5100 OFFICE SUPPLIES	1,072	1,200	1,200	1,200
5200 OPERATING SUPPLIES	213,101	213,860	213,860	213,695
5250 FUEL & GASOLINE	29,128	30,475	30,475	22,250
5400 BOOKS, PUBS, SUBS & MEMBERSHIPS	54	150	150	-
5500 TRAINING	649	2,360	2,360	2,360
TOTAL	632,294	720,590	720,590	699,397
CAPITAL OUTLAY:				
6300 IMPROV. OTHER THAN BUILDINGS	-	100,000	-	100,000
6400 EQUIPMENT	-	3,200	3,271	186,000
TOTAL	-	103,200	3,271	286,000
TOTAL COST	1,056,441	1,397,660	1,170,133	1,583,295

**CITY OF AOPKA
WASTEWATER MAINTENANCE**

STAFFING ANALYSIS

NUMBER OF FULL-TIME/PART-TIME PERSONNEL

<u>POSITION</u>	<u>2014</u>	<u>2015</u>	<u>2016</u>
UTILITY MAINTENANCE CONST MANAGER	1	1	1
UTILITY FOREMAN	1	1	1
UTILITY SERVICE WORKER II	7	7	7
TOTAL	9	9	9

CAPITAL OUTLAY

6300 - Improvements:		
Misc Reclaimed Water Lines	\$	50,000
Misc Sanitary Sewer Lines		50,000
Total Improvements	\$	100,000
6400 - Equipment		
Replacement F-450 CNG	\$	52,450
4000 Gal Vacuum Pump Tanker		155,000
CUES rebuild of TV Camera (transporter, camera & cable)		31,000
Total Equipment	\$	238,450
Total Capital Outlay	\$	338,450

**CITY OF AOPKA
OPERATING BUDGET JUSTIFICATION FORM
FISCAL YEAR 2015-16**

Fund	<u>Water & Wastewater Fund - 401</u>
Department	<u>Wastewater Maintenance 3171-535</u>
Line Item #	<u>1400</u>
Line Item Description	<u>Overtime</u>

Item	Description	Justification	Estimated Cost
	<i>Overtime: 15 hrs./wk. @ \$30/hr. 52 weeks</i>	<i>Emergencies and projects if needed</i>	<i>23,400</i>
	<i>Standby Time: 11 hrs./wk. @ \$20/hr. 52 weeks</i>	<i>After Hours work water service leaks, cut on and off for repairs</i>	<i>11,440</i>

Total Cost	\$ 34,840
-------------------	------------------

**CITY OF APOPKA
OPERATING BUDGET JUSTIFICATION FORM
FISCAL YEAR 2015-16**

Fund	<u>Water & Wastewater Fund - 401</u>
Department	<u>Wastewater Maintenance 3171-535</u>
Line Item #	<u>3400</u>
Line Item Description	<u>Other Contractual Services</u>

Item	Description	Justification	Estimated Cost
	<i>Janitorial Services</i>	<p><i>(\$150/mo., 25% of cost split w/3141 & 3210)</i></p> <p><i>cleaning of warehouse, break room, showers and bathrooms. Split with other Divisions, cleaning bathrooms/showers/break room</i></p>	900

Total Cost	\$	900
------------	----	-----

**CITY OF AOPKA
OPERATING BUDGET JUSTIFICATION FORM
FISCAL YEAR 2015-16**

Fund	<u>Water & Wastewater Fund - 401</u>
Department	<u>Wastewater Maintenance 3171-535</u>
Line Item #	<u>4100</u>
Line Item Description	<u>Communications Services</u>

Item	Description	Justification	Estimated Cost
	Laptop internet	For locates, Brian and Jorge	960
		<i>centralized support function- IT</i>	<i>(960)</i>
	Long distance	For After hours Stand-by	97
	Mobile Phone	For Stand-by on call	480
	Standby cell, Brian and Jorge	SCADA calls for LS	960
		<i>moved to wages and salaries</i>	<i>(480)</i>

Total Cost	\$	1,057
-------------------	-----------	--------------

**CITY OF AOPKA
OPERATING BUDGET JUSTIFICATION FORM
FISCAL YEAR 2015-16**

Fund	<u>Water & Wastewater Fund - 401</u>
Department	<u>Wastewater Maintenance 3171-535</u>
Line Item #	<u>4200</u>
Line Item Description	<u>Freight & Postage</u>

Item	Description	Justification	Estimated Cost
	Postage	for mailing equipment for calibration and OC permits	400

Total Cost	\$	400
------------	----	-----

**CITY OF AOPKA
OPERATING BUDGET JUSTIFICATION FORM
FISCAL YEAR 2015-16**

Fund	<u>Water & Wastewater Fund - 401</u>
Department	<u>Wastewater Maintenance 3171-535</u>
Line Item #	<u>4300</u>
Line Item Description	<u>Utility Services</u>

Item	Description	Justification	Estimated Cost
	<i>Electric</i>	<i>LS Stations, warehouse #1</i>	<i>4,000</i>
	<i>Landfill charges</i>	<i>Debris from Job sites</i>	<i>4,000</i>
	<i>Water & Sewer</i>	<i>LS Stations, the meters at them</i>	<i>3,025</i>

Total Cost	\$ 11,025
-------------------	------------------

**CITY OF AOPKA
OPERATING BUDGET JUSTIFICATION FORM
FISCAL YEAR 2015-16**

Fund	<u>Water & Wastewater Fund - 401</u>
Department	<u>Wastewater Maintenance 3171-535</u>
Line Item #	<u>4400</u>
Line Item Description	<u>Rentals and Leases</u>

Item	Description	Justification	Estimated Cost
	<i>Miscellaneous Emergency Equipment Rental</i>	<i>Traffic control, core, bore, crane</i>	<i>5,000</i>
	<i>Trencher, bypass pump, generators for hurricanes, etc.</i>	<i>Rentals during emergencies</i>	<i>12,000</i>
	<i>Railroad lease #61-179</i>	<i>Utilities in ROW, leases with RR</i>	<i>875</i>
	<i>Railroad lease #62-003</i>	<i>Utilities in ROW, leases with RR</i>	<i>200</i>
	<i>Railroad lease #62-004</i>	<i>Utilities in ROW, leases with RR</i>	<i>200</i>
	<i>Railroad lease #62-090</i>	<i>Utilities in ROW, leases with RR</i>	<i>200</i>
	<i>Railroad lease #62-095</i>	<i>Utilities in ROW, leases with RR</i>	<i>200</i>
	<i>Railroad lease #62-123</i>	<i>Utilities in ROW, leases with RR</i>	<i>1,075</i>
	<i>Railroad lease #62-125</i>	<i>Utilities in ROW, leases with RR</i>	<i>1,010</i>
	<i>Railroad lease #62-139</i>	<i>Utilities in ROW, leases with RR</i>	<i>1,010</i>

Total Cost	\$ 21,770
-------------------	------------------

**CITY OF AOPKA
OPERATING BUDGET JUSTIFICATION FORM
FISCAL YEAR 2015-16**

Fund	<u>Water & Wastewater Fund - 401</u>
Department	<u>Wastewater Maintenance 3171-535</u>
Line Item #	<u>4600</u>
Line Item Description	<u>Repair and Maintenance - Bldg. & Equip</u>

Item	Description	Justification	Estimated Cost
	Bio Filters, Odor Control lease LS 17, 60	Odor control, gases will damage equipment and residents will complain of smell	82,440
	Bio Filters, Odor Control lease LS 77 Bradshaw	Odor control, gases will damage equipment and residents will complain of smell	27,400
	Generator Maintenance	Oil changes , preventative maintenance, 13 generators	17,000
	Sewer lining at Park Ave, 9th St, 7th St	sewer backups due to old clay pipe	25,000
	Lift Station 46 Pump replacement (2 pumps)	replace 2 emu pumps with new 10 hp Flygt pumps due to age and under capacity	19,500
	Manhole rehabilitation spray	repair and coat manholes	20,000
	Motor repairs	115 LS with 2 motors each	95,000
	SCADA system maintenance/Repair	replace SCADA equipment due to sun exposure	15,000
	Spray coat & new top lid Lift Station	repair and spray coat LS 25	16,000
	Lake Alden 10" sewer main lining	Line 10" clay sewer line from Glenmore Dr to LS 32 at Lake Alden	45,000
	Lift Station 30 Pump replacement (2 pumps)	replace 2 pumps with new 10 hp Flygt pumps due to age and under capacity	36,000

Total Cost	\$ 398,340
-------------------	-------------------

**CITY OF AOPKA
OPERATING BUDGET JUSTIFICATION FORM
FISCAL YEAR 2015-16**

Fund	<u>Water & Wastewater Fund - 401</u>
Department	<u>Wastewater Maintenance 3171-535</u>
Line Item #	<u>4650</u>
Line Item Description	<u>Vehicle Maintenance</u>

Item	Description	Justification	Estimated Cost
	<i>(10 trucks, 2 bypass pumps, 1 backhoe)</i>	<i>repair/maintain fleet trucks</i>	<i>25,000</i>

Total Cost	\$ 25,000
-------------------	------------------

**CITY OF APOPKA
OPERATING BUDGET JUSTIFICATION FORM
FISCAL YEAR 2015-16**

Fund	<u>Water & Wastewater Fund - 401</u>
Department	<u>Wastewater Maintenance 3171-535</u>
Line Item #	<u>4900</u>
Line Item Description	<u>Other Charges</u>

Item	Description	Justification	Estimated Cost
	Orange County permits	work done in OC right of way and maintenance of traffic	1,400

Total Cost	\$ 1,400
------------	----------

**CITY OF AOPKA
OPERATING BUDGET JUSTIFICATION FORM
FISCAL YEAR 2015-16**

Fund	<u>Water & Wastewater Fund - 401</u>
Department	<u>Wastewater Maintenance 3171-535</u>
Line Item #	<u>5100</u>
Line Item Description	<u>Office Supplies</u>

Item	Description	Justification	Estimated Cost
	<i>Work orders</i>	<i>Printing duplicate WO for hand writing instead of entering into Gov QA since no tablets for field support of electronic work orders</i>	<i>400</i>
	<i>Miscellaneous office supplies</i>	<i>Office supplies including pens, pencils, staples, paper clips, dry erase markers</i>	<i>800</i>

Total Cost	\$ 1,200
-------------------	-----------------

**CITY OF APOPKA
OPERATING BUDGET JUSTIFICATION FORM
FISCAL YEAR 2015-16**

Fund	<u>Water & Wastewater Fund - 401</u>
Department	<u>Wastewater Maintenance 3171-535</u>
Line Item #	<u>5200</u>
Line Item Description	<u>Operating Supplies</u>

Item	Description	Justification	Estimated Cost
	Ant spray	employee health and safety	728
	Coolers	employee health and safety	200
	Deodorant blocks	Odor control	2,750
	Electrical supplies	Preventative maintenance program	12,540
	Extension ladders		120
	First aid kit	employee health and safety	210
	Gas can		56
	Gas detector, calibration	employee health and safety	1,500
	Gloves	employee health and safety	442
	Grease control	Lift stations at restaurants	13,200
	Hand soap	employee health and safety	120
	Herbicide	weed control at LS	1,100
	Hoses	bypass hoses	80
	Hydrogen sulfide control (Bradshaw Rd & Vick Rd H25 Peroxide)	Odor control	94,500
	Lime	sewer over flows	500
	Manhole risers for annual paving	paving and raising manholes to accommodate new paved surface	4,000
	Miscellaneous hand tools	batteries, meters and pressure gauges	3,035
	Motorola radio batteries 1	employee health and safety	360
	Paint	wet well lids slabs at LS	2,200
	Paper towels	employee health and safety	1,040
	Rainsuit	employee health and safety	270
	Reflective safety vests	employee health and safety	162
	Safety glasses	employee health and safety	216
	Safety shoes	employee health and safety	900
	Sewer collection repairs	sewer clean out program	40,000
	Sewer jet nozzles/plugs	jet truck parts and test plugs	800
	Shovels		256
	Toilet paper	employee health and safety	100
	Traffic control devices	cones and ribbons	2,500
	Uniforms	City provided uniforms	1,810
	Valves, rock, sand, etc.	repairs to roads, restorations, sod, asphalt	28,000

Total Cost	\$ 213,695
-------------------	-------------------

**CITY OF AOPKA
OPERATING BUDGET JUSTIFICATION FORM
FISCAL YEAR 2015-16**

Fund	<u>Water & Wastewater Fund - 401</u>
Department	<u>Wastewater Maintenance 3171-535</u>
Line Item #	<u>5250</u>
Line Item Description	<u>Fuel and Gasoline</u>

Item	Description	Justification	Estimated Cost
	CNG Fuel #19-1168	900 gal @\$1.50	1,350
	Diesel Fuel for Vehicles and generators	3,600 gal @\$3.50	12,600
	Unleaded Fuel for Vehicles	4,400 gal @\$3.25	14,300
		City Administrator's Adjustment	(6,000)

Total Cost	\$ 22,250
-------------------	------------------

**CITY OF AOPKA
OPERATING BUDGET JUSTIFICATION FORM
FISCAL YEAR 2015-16**

Fund	<u>Water & Wastewater Fund - 401</u>
Department	<u>Wastewater Maintenance 3171-535</u>
Line Item #	<u>5500</u>
Line Item Description	<u>Training</u>

Item	Description	Justification	Estimated Cost
	<i>Confined Space Class</i>	<i>1 year refresher classes for 7 employees</i>	<i>700</i>
	<i>Electrical training (Basic Electrical)</i>	<i>refresher classes for Chuck and Kevin</i>	<i>660</i>
	<i>Seminars</i>	<i>pump classes for Jorge</i>	<i>1,000</i>

Total Cost	\$ 2,360
-------------------	-----------------

**CITY OF AOPKA
OPERATING BUDGET JUSTIFICATION FORM
FISCAL YEAR 2015-16**

Fund	<u>Water & Wastewater Fund - 401</u>
Department	<u>Wastewater Maintenance 3171-535</u>
Line Item #	<u>6300</u>
Line Item Description	<u>Infrastructure</u>

Item	Description	Justification	Estimated Cost
	<i>Misc. Reclaimed Water Lines</i>		<i>50,000</i>
	<i>Misc. Sanitary Sewer Line</i>		<i>50,000</i>

Total Cost	\$ 100,000
-------------------	-------------------

**CITY OF APOPKA
OPERATING BUDGET JUSTIFICATION FORM
FISCAL YEAR 2015-16**

Fund	<u>Water & Wastewater Fund - 401</u>
Department	<u>Wastewater Maintenance 3171-535</u>
Line Item #	<u>6400</u>
Line Item Description	<u>Equipment & Machinery</u>

Item	Description	Justification	Estimated Cost
	<i>F-450 (CNG) Regular cab and chassis 4 x 2 only</i>	<i>to replace Unit 19-0742 (2001) due to high hours and bad condition per fleet</i>	<i>52,450</i>
		<i>City Administrator's Adjustment</i>	<i>(52,450)</i>
	<i>4,000 gal Vacuum pump tanker sd-114</i>		<i>155,000</i>
	<i>CUES rebuild of TV camera</i>	<i>US21 Transporter with extension kits</i>	<i>9,500</i>
		<i>OZ2 Mainline Camera</i>	<i>20,000</i>
		<i>connection cable for TV camera</i>	<i>1,500</i>

Total Cost	\$ 186,000
-------------------	-------------------

PAGE LEFT INTENTIONALLY BLANK

**CITY OF APOPKA
RESTORATION**

LINE ITEM DETAIL

	<u>2014</u>	<u>2015</u>	<u>2015</u>	<u>2016</u>
	<u>ACTUAL</u>	<u>BUDGET</u>	<u>ESTIMATE</u>	<u>REQUESTED</u>
PERSONNEL COSTS:				
1200 REGULAR SALARIES AND WAGES	89,512	141,600	98,148	137,841
1210 LONGEVITY PAY	826	1,000	655	773
1400 OVERTIME	3,580	2,650	17,239	4,740
2100 F.I.C.A.	7,265	11,110	8,659	10,967
2200 RETIREMENT CONTRIBUTION	16,793	23,110	15,437	23,510
2300 LIFE AND HEALTH INSURANCE	28,860	30,600	30,600	40,352
2400 WORKERS COMPENSATION	3,900	3,900	3,900	14,364
2500 UNEMPLOYMENT COMPENSATION	497	-	-	-
TOTAL	151,233	213,970	174,638	232,546
SUPPLIES AND OTHER SERVICES:				
3100 PROFESSIONAL SERVICES	41	50	50	-
4100 COMMUNICATIONS	-	-	800	-
4200 FREIGHT & POSTAGE	-	-	-	-
4300 UTILITY SERVICES	-	2,000	-	-
4400 RENTAL & LEASES	-	1,000	1,000	1,000
4500 LIABILITY & CASUALTY INSURANCE	3,000	3,000	3,000	-
4600 REPAIR AND MAINTENANCE	389	2,500	2,500	2,500
4650 VEHICLE MAINTENANCE	8,173	7,450	8,000	7,450
5100 OFFICE SUPPLIES	8	200	200	200
5200 OPERATING SUPPLIES	6,869	8,630	8,800	8,783
5250 FUEL & GASOLINE	5,989	10,540	10,500	5,000
5500 TRAINING	277	400	400	600
TOTAL	24,746	35,770	35,250	25,533
CAPITAL OUTLAY:				
6200 BUILDINGS	-	100,000	100,000	100,000
6400 EQUIPMENT	-	-	-	35,000
TOTAL	-	100,000	100,000	135,000
TOTAL COST	175,979	349,740	309,888	393,079

CITY OF AOPKA RESTORATION

STAFFING ANALYSIS

NUMBER OF FULL-TIME/PART-TIME PERSONNEL

<u>POSITION</u>	<u>2014</u>	<u>2015</u>	<u>2016</u>
CONSTRUCTION FOREMAN	1	1	1
UTILITY SERVICE WORKER II	2	2	2
MAINTENANCE WORKER I	1	1	1
TOTAL	4	4	4

CAPITAL OUTLAY

6200 - Buildings:		
Renovate or Relocate 8th & Highland Maint, Compound (1/3 cost)		\$ 100,000
Total Buildings		\$ 100,000
6400 - Equipment		
Replacement F-350 CNG		\$ 35,000
Total Equipment		\$ 35,000
Total Capital Outlay		\$ 135,000

**CITY OF AOPKA
OPERATING BUDGET JUSTIFICATION FORM
FISCAL YEAR 2015-16**

Fund	<u>Water & Wastewater Fund - 401</u>
Department	<u>Utility Restoration 3181-536</u>
Line Item #	<u>4400</u>
Line Item Description	<u>Rentals and Leases</u>

Item	Description	Justification	Estimated Cost
1	<i>Miscellaneous Emergency Equipment Rental</i>	<i>Additional equipment needed if we have hurricanes i.e.. Additional pumps, lights, generators.</i>	1,000

Total Cost	\$ 1,000
-------------------	-----------------

**CITY OF AOPKA
OPERATING BUDGET JUSTIFICATION FORM
FISCAL YEAR 2015-16**

Fund	<u>Water & Wastewater Fund - 401</u>
Department	<u>Utility Restoration 3181-536</u>
Line Item #	<u>4600</u>
Line Item Description	<u>Repair and Maintenance - Bldg & Equip</u>

Item	Description	Justification	Estimated Cost
1	8th Street Facility / Lighting	Exterior and interior lighting for compound Maintaining the exterior and interior of the building.	1,000
2	8th Street Facility / Building		1,500

Total Cost	\$ 2,500
------------	----------

**CITY OF AOPKA
OPERATING BUDGET JUSTIFICATION FORM
FISCAL YEAR 2015-16**

Fund	<u>Water & Wastewater Fund - 401</u>
Department	<u>Utility Restoration 3181-536</u>
Line Item #	<u>4650</u>
Line Item Description	<u>Vehicle Maintenance</u>

Item	Description	Justification	Estimated Cost
1	(1) 36-1059 Cat Skid Steer w/Trailer	Preventive maintenance cost / yr.	1,200
2	(1) 19-1006 F-350 Crew Cab	Preventive maintenance cost / yr.	1,500
3	(1) 20-0787 Sterling Flat Bed	Preventive maintenance cost / yr.	1,000
4	(1) 19-1283 F-150	Preventive maintenance cost / yr.	750
5	(1) 36-0748 Roller w/Trailer	Preventive maintenance cost / yr.	1,000
6	(1) 25-0524 Case Back Hoe	Preventive maintenance cost / yr.	1,000
7	Miscellaneous Preventive and Corrective Maintenance	Incurred miscellaneous costs for year	1,000

Total Cost	\$ 7,450
-------------------	-----------------

**CITY OF AOPKA
OPERATING BUDGET JUSTIFICATION FORM
FISCAL YEAR 2015-16**

Fund	<u>Water & Wastewater Fund - 401</u>
Department	<u>Utility Restoration 3181-536</u>
Line Item #	<u>5200</u>
Line Item Description	<u>Operating Supplies</u>

Item	Description	Justification	Estimated Cost
1	Asphalt rakes and other asphalt tools	Tools used in performance of work	\$600
2	Barricades	Barricades are needed to repair damage roads.	\$750
3	Concrete	Concrete is used in make repair(restoring miscellaneous properties destroyed by ruptured water piping	\$1,500
4	Water Coolers	Replacement water coolers (2) @ \$40.00	\$80
5	First Aid Kit	Replenish or replace	\$35
6	Form boards	Form boards used in making sidewalk repairs thought out the city for restoring properties damaged by water breaks	\$1,000
7	Hand Soap		\$250
8	Miscellaneous Tools	Replacement of broken / lost tools throughout the year	\$500
9	Motorola radio batteries	(1 @\$90.00) (1) Radio - 20964 asset number	\$90
10	Paper Towels		\$300
11	Rain Suits (4 @ \$30.00)		\$120
12	Reflective safety vests (8 @ \$8.00)ea.		\$64
13	Safety Cones (50 @\$20)	Replacement	\$1,000
14	Safety Glasses (8 @\$8.00)	Replacement	\$64
15	Safety Gloves (20 @\$2.00)		\$400
16	Safety Shoes (4 @\$85.00)		\$340
17	Concrete Saw Blades	Replacement	\$600
18	Shovels (8 @\$20.00)	Replacement	\$160
19	Toilet Paper		\$150
20	Uniforms (4 @\$195.00)		\$780

Total Cost	\$ 8,783
-------------------	-----------------

**CITY OF AOPKA
OPERATING BUDGET JUSTIFICATION FORM
FISCAL YEAR 2015-16**

Fund	<u>Water & Wastewater Fund - 401</u>
Department	<u>Utility Restoration 3181-536</u>
Line Item #	<u>5250</u>
Line Item Description	<u>Fuel and Gasoline</u>

Item	Description	Justification	Estimated Cost
1	CNG Fuel for truck #19-1283	350 gallons @ \$1.50	\$525
2	Diesel usage for #20-0787	1 yr. 800 gallons @ \$3.50	\$2,800
3	Gasoline usage for (#19-1066 & 19-1283)	1 yr. 2000 gallons @ \$3.25	\$6,500
		<i>City Administrator's Adjustment</i>	<i>(\$4,825)</i>

Total Cost	\$ 5,000
-------------------	-----------------

**CITY OF AOPKA
OPERATING BUDGET JUSTIFICATION FORM
FISCAL YEAR 2015-16**

Fund	<u>Water & Wastewater Fund - 401</u>
Department	<u>Utility Restoration 3181-536</u>
Line Item #	<u>5500</u>
Line Item Description	<u>Training</u>

Item	Description	Justification	Estimated Cost
1	MOT Training	(4 @ \$150) Maintaining of certifications	600

Total Cost	\$	600
------------	----	-----

**CITY OF AOPKA
OPERATING BUDGET JUSTIFICATION FORM
FISCAL YEAR 2015-16**

Fund	<u>Water & Wastewater Fund - 401</u>
Department	<u>Utility Restoration 3181-536</u>
Line Item #	<u>6200</u>
Line Item Description	<u>Buildings</u>

Item	Description	Justification	Estimated Cost
1	<i>Renovate or Relocate 8th & Highland Maintenance Compound.</i>	<i>Insufficient space to house employees and equipment. 1/3 of \$300,000 per division</i>	\$100,000

Total Cost	\$ 100,000
-------------------	-------------------

**CITY OF AOPKA
OPERATING BUDGET JUSTIFICATION FORM
FISCAL YEAR 2015-16**

Fund	<u>Water & Wastewater Fund - 401</u>
Department	<u>Utility Restoration 3181-536</u>
Line Item #	<u>6400</u>
Line Item Description	<u>Equipment & Machinery</u>

Item	Description	Justification	Estimated Cost
1	Replace Unit 19-1066 (2005) F-350 with CNG	Unit is 10 years old, and in poor condition	\$35,000

Total Cost	\$ 35,000
------------	-----------

PAGE LEFT INTENTIONALLY BLANK

**CITY OF APOPKA
DESIGN ENGINEERING**

LINE ITEM DETAIL

	<u>2014</u>	<u>2015</u>	<u>2015</u>	<u>2016</u>
	<u>ACTUAL</u>	<u>BUDGET</u>	<u>ESTIMATE</u>	<u>REQUESTED</u>
PERSONNEL COSTS:				
1200 REGULAR SALARIES AND WAGES	411,281	473,110	451,481	542,300
1210 LONGEVITY PAY	1,615	1,900	1,735	2,395
1400 OVERTIME	-	800	-	800
1600 OTHER REIMBURSED ALLOWANCES	-	-	-	1,440
2100 F.I.C.A.	29,149	36,510	32,640	41,841
2200 RETIREMENT CONTRIBUTION	42,333	49,910	42,240	49,717
2300 LIFE AND HEALTH INSURANCE	43,290	53,550	53,551	80,705
2400 WORKERS COMPENSATION	4,800	4,800	4,800	13,455
TOTAL	532,468	620,580	586,447	732,651
SUPPLIES AND OTHER SERVICES:				
3400 OTHER CONTRACTUAL SERVICES	-	-	-	-
4100 COMMUNICATIONS	1,526	1,560	1,560	-
4200 FREIGHT & POSTAGE	191	550	550	550
4300 UTILITY SERVICES	5,711	6,700	6,700	5,500
4500 LIABILITY & CASUALTY INSURANCE	3,720	3,720	3,720	-
4600 REPAIR AND MAINTENANCE	2,857	3,600	3,600	5,045
4650 VEHICLE MAINTENANCE	764	1,600	1,600	1,600
5100 OFFICE SUPPLIES	2,310	3,000	3,000	3,000
5200 OPERATING SUPPLIES	3,646	6,620	6,620	2,200
5250 FUEL & GASOLINE	2,134	1,925	1,925	1,575
5400 BOOKS, PUBS, SUBS & MEMBERSHIPS	380	825	825	825
5500 TRAINING	479	1,800	1,800	1,800
TOTAL	23,718	31,900	31,900	22,095
CAPITAL OUTLAY:				
6300 IMPROV. OTHER THAN BUILDINGS	-	-	-	-
6400 EQUIPMENT	-	-	-	6,000
TOTAL	-	-	-	6,000
TOTAL COST	556,186	652,480	618,347	760,746

**CITY OF AOPKA
DESIGN ENGINEERING**

STAFFING ANALYSIS

NUMBER OF FULL-TIME/PART-TIME PERSONNEL

<u>POSITION</u>	<u>2014</u>	<u>2015</u>	<u>2016</u>
SR. PROJECT COORDINATOR	1	1	1
PROJECT COORDINATOR	1	1	1
GIS ANALYST	1	1	1
CIVIL ENGINEER III	0	0	1
ENGINEERING TECH	1	1	1
SR ROADWAY & UTILITY DESIGN	1	1	1
CONSTRUCTION INSPECTOR	1	1	1
TOTAL	6	6	7

CAPITAL OUTLAY

6300 - Improvements:		
	Total Improvements	\$ -
6400 - Equipment		
	Plotter	\$ 6,000
	Total Equipment	\$ 6,000
Total Capital Outlay		\$ 6,000

**CITY OF AOPKA
OPERATING BUDGET JUSTIFICATION FORM
FISCAL YEAR 2015-16**

Fund	<u>Water & Wastewater Fund - 401</u>
Department	<u>Engineering 3410-539</u>
Line Item #	<u>1400</u>
Line Item Description	Overtime

Item	Description	Justification	Estimated Cost
	Overtime	<i>occasionally needed to meet deadlines properly</i>	800

Total Cost	\$	800
------------	----	-----

**CITY OF AOPKA
OPERATING BUDGET JUSTIFICATION FORM
FISCAL YEAR 2015-16**

Fund	<u>Water & Wastewater Fund - 401</u>
Department	<u>Engineering 3410-539</u>
Line Item #	<u>4100</u>
Line Item Description	<u>Communications Services</u>

Item	Description	Justification	Estimated Cost
	Cell phones (3) @ \$480 (Bob, Ken & Naret)	Cell phone service for the Engineers for use in being called for City business.	1,440
		Moved to Salaries and Benefits	(1,440)
	Long distance		400
	Internet access 5 @ \$50	For use of Engineers centralized support function - IT	250
			(650)

Total Cost	\$	-
------------	----	---

**CITY OF AOPKA
OPERATING BUDGET JUSTIFICATION FORM
FISCAL YEAR 2015-16**

Fund	<u>Water & Wastewater Fund - 401</u>
Department	<u>Engineering 3410-539</u>
Line Item #	<u>4200</u>
Line Item Description	<u>Freight & Postage</u>

Item	Description	Justification	Estimated Cost
	<i>Postage</i>	<i>gen. correspondence, invoices, permits</i>	<i>550</i>

Total Cost	\$	550
-------------------	-----------	------------

**CITY OF AOPKA
OPERATING BUDGET JUSTIFICATION FORM
FISCAL YEAR 2015-16**

Fund	<u>Water & Wastewater Fund - 401</u>
Department	<u>Engineering 3410-539</u>
Line Item #	<u>4300</u>
Line Item Description	<u>Utility Services</u>

Item	Description	Justification	Estimated Cost
	Water, Sewer, Electric	Building use	6,700
		City Administrator's Adjustment	(\$1,200)

Total Cost	\$ 5,500
------------	----------

**CITY OF AOPKA
OPERATING BUDGET JUSTIFICATION FORM
FISCAL YEAR 2015-16**

Fund	<u>Water & Wastewater Fund - 401</u>
Department	<u>Engineering 3410-539</u>
Line Item #	<u>4600</u>
Line Item Description	<u>Repair and Maintenance - Bldg. & Equip</u>

Item	Description	Justification	Estimated Cost
	<i>Annual maintenance for HP500 plotter</i>	<i>For use by DE Staff</i>	<i>600</i>
	<i>Cadd System Support & Upgrade</i>	<i>For use by DE Staff 3 @ \$1000 and 2 @ \$175</i>	<i>3,350</i>
	<i>Misc. Building Repair</i>	<i>For use by DE Staff</i>	<i>1,000</i>
	<i>Sketch up Pro</i>	<i>Annual maintenance fee</i>	<i>95</i>

Total Cost	\$ 5,045
-------------------	-----------------

**CITY OF APOPKA
OPERATING BUDGET JUSTIFICATION FORM
FISCAL YEAR 2015-16**

Fund	<u>Water & Wastewater Fund - 401</u>
Department	<u>Engineering 3410-539</u>
Line Item #	<u>4650</u>
Line Item Description	<u>Vehicle Maintenance</u>

Item	Description	Justification	Estimated Cost
	Vehicle Maintenance (2 @ \$800)	Preventive and Corrective Maintenance	1,600

Total Cost	\$ 1,600
------------	----------

**CITY OF AOPKA
OPERATING BUDGET JUSTIFICATION FORM
FISCAL YEAR 2015-16**

Fund	<u>Water & Wastewater Fund - 401</u>
Department	<u>Engineering 3410-539</u>
Line Item #	<u>5100</u>
Line Item Description	<u>Office Supplies</u>

Item	Description	Justification	Estimated Cost
	<i>Office Supplies</i>	<i>Paper, printer ink, ect</i>	3,000

Total Cost	\$ 3,000
------------	----------

**CITY OF AOPKA
OPERATING BUDGET JUSTIFICATION FORM
FISCAL YEAR 2015-16**

Fund	<u>Water & Wastewater Fund - 401</u>
Department	<u>Engineering 3410-539</u>
Line Item #	<u>5200</u>
Line Item Description	<u>Operating Supplies</u>

Item	Description	Justification	Estimated Cost
	<i>Operating Supplies</i>	<i>Cadd supplies</i>	4,000
	<i>Operating Supplies</i>	<i>Radio batteries (2 @ \$90)</i>	180
	<i>Operating Supplies</i>	<i>Safety Shoes (5 @ \$85)</i>	425
		<i>City Administrator's Adjustment</i>	(\$2,405)

Total Cost	\$ 2,200
-------------------	-----------------

**CITY OF APOPKA
OPERATING BUDGET JUSTIFICATION FORM
FISCAL YEAR 2015-16**

Fund	<u>Water & Wastewater Fund - 401</u>
Department	<u>Engineering 3410-539</u>
Line Item #	<u>5250</u>
Line Item Description	<u>Fuel and Gasoline</u>

Item	Description	Justification	Estimated Cost
	<i>Fuel and Gasoline</i>	<i>Fuel for Vehicles (2 @ 550 gal @ \$3.25)</i>	3,575
		<i>City Administrator's Adjustment</i>	<i>(\$2,000)</i>

Total Cost	\$ 1,575
-------------------	-----------------

**CITY OF AOPKA
OPERATING BUDGET JUSTIFICATION FORM
FISCAL YEAR 2015-16**

Fund	<u>Water & Wastewater Fund - 401</u>
Department	<u>Engineering 3410-539</u>
Line Item #	<u>5400</u>
Line Item Description	<u>Books, Publications & Subscriptions</u>

Item	Description	Justification	Estimated Cost
	<i>Engineering Memberships</i>	<i>AWWA meetings 2 @ \$30</i>	<i>60</i>
	<i>Engineering Memberships</i>	<i>AWWA membership</i>	<i>170</i>
	<i>Engineering Memberships</i>	<i>AWWA Standard Subscription</i>	<i>280</i>
	<i>Engineering books & subscriptions</i>	<i>Engineering books & subscriptions</i>	<i>150</i>
	<i>Engineering Memberships</i>	<i>FWPCOA membership (1 @ \$25/ea.)</i>	<i>25</i>
	<i>Engineering Memberships</i>	<i>WEF membership (BE)</i>	<i>140</i>
Total Cost			\$ 825

**CITY OF AOPKA
OPERATING BUDGET JUSTIFICATION FORM
FISCAL YEAR 2015-16**

Fund	<u>Water & Wastewater Fund - 401</u>
Department	<u>Engineering 3410-539</u>
Line Item #	<u>5500</u>
Line Item Description	<u>Training</u>

Item	Description	Justification	Estimated Cost
	Training	Engineer Tech seminar (1 @ \$300)	300
	Training	Engineer III	300
	Training	GIS Tech Seminar (1 @ 300)	300
	Training	Project Coordinator Seminar (1 @ 300)	300
	Training	Senior Project Coordinator Seminar (1 @ 300)	300
	Training	Utility Designer Seminar 1 @ \$300	300

Total Cost	\$ 1,800
-------------------	-----------------

**CITY OF AOPKA
OPERATING BUDGET JUSTIFICATION FORM
FISCAL YEAR 2015-16**

Fund	<u>Water & Wastewater Fund - 401</u>
Department	<u>Engineering 3410-539</u>
Line Item #	<u>6400</u>
Line Item Description	<u>Equipment & Machinery</u>

Item	Description	Justification	Estimated Cost
	<i>Plotter</i>	<i>To accommodate additional work due to City growth and improvements</i>	<i>6,000</i>

Total Cost	\$ 6,000
-------------------	-----------------

**CITY OF AOPKA
PUBLIC UTILITIES DEBT SERVICE**

	ADOPTED BUDGET FY 2014-15	PROPOSED BUDGET FY 2015-16	PERCENT CHANGE
PRINCIPAL			
2012 Utility Revenue Bond - Water Plant	\$ 150,550	\$ 233,310	54.97%
2012 Utility Revenue Bond - Wastewater Plant	37,000	94,710	155.97%
2012 Utility Revenue Bond - Water Impact	268,650	366,751	36.52%
2012 Utility Revenue Bond - Reuse Impact	170,200	20,328	-88.06%
2012 Utility Revenue Bond - Wastewater Impact	659,000	54,901	-91.67%
INTEREST			
2012 Utility Revenue Bond - Water Plant	\$ 16,500	177,998	978.78%
2012 Utility Revenue Bond - Wastewater Plant	44,500	72,257	62.38%
2012 Utility Revenue Bond - Water Impact		279,803	-
2012 Utility Revenue Bond - Reuse Impact		15,509	-
2012 Utility Revenue Bond - Wastewater Impact		41,886	-
OTHER			
2012 Utility Revenue Bond - Water Plant	\$ 1,350	\$ 16,477	1120.52%
2012 Utility Revenue Bond - Wastewater Plant	3,500	6,689	91.11%
2012 Utility Revenue Bond - Water Impact		25,900	-
2012 Utility Revenue Bond - Reuse Impact		1,436	-
2012 Utility Revenue Bond - Wastewater Impact		3,878	-
TRANSFERS AND OTHER			
TRANSFER TO GENERAL FUND	2,249,500	2,790,000	24.03%
TRANSFER TO GENERAL FUND	1,509,610	1,860,000	23.21%
TOTAL TRANSFERS AND OTHER	3,759,110	4,650,000	23.70%
TOTAL BUDGET	\$ 3,759,110	\$ 4,650,000	23.70%

PAGE LEFT INTENTIONALLY BLANK

CITY OF APOPKA
SANITATION FUND

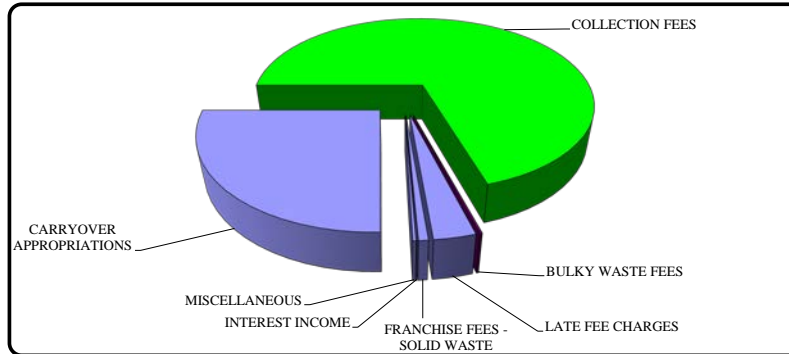
FUND 402

PAGE LEFT INTENTIONALLY BLANK

**CITY OF AOPKA
SANITATION FUND**

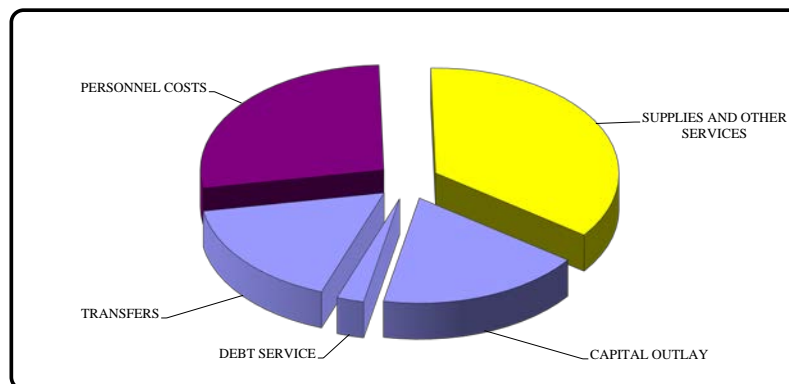
SANITATION FUND - REVENUE AND EXPENDITURES

FISCAL YEAR 2015-2016



TOTAL REVENUE \$ 5,396,509

	<u>TOTALS</u>	<u>PERCENT REVENUES</u>
COLLECTION FEES	\$ 3,800,000	70%
BULKY WASTE FEES	8,500	0%
LATE FEE CHARGES	160,000	3%
FRANCHISE FEES - SOLID WASTE	36,000	1%
INTEREST INCOME	4,100	0%
MISCELLANEOUS	11,500	0%
CARRYOVER APPROPRIATIONS	<u>1,376,409</u>	<u>26%</u>
TOTAL REVENUE	\$ 5,396,509	100%



TOTAL EXPENDITURES \$ 5,396,509

	<u>TOTALS</u>	<u>PERCENT EXPENSES</u>
PERSONNEL COSTS	\$ 1,475,953	27.36%
SUPPLIES AND OTHER SERVICES	1,913,906	35.47%
CAPITAL OUTLAY	977,000	18.11%
DEBT SERVICE	129,010	2.40%
TRANSFERS	<u>900,640</u>	<u>16.69%</u>
TOTAL EXPENDITURES	\$ 5,396,509	100%

**CITY OF APOPKA
SANITATION FUND**

SANITATION FUND BUDGET SUMMARY

	<u>2014</u> <u>ACTUAL</u>	<u>2015</u> <u>BUDGET</u>	<u>2015</u> <u>ESTIMATE</u>	<u>2016</u> <u>REQUESTED</u>
NET POSITION, OCTOBER 1	2,085,506	1,031,652	1,031,652	1,005,948
ADD REVENUES:				
CHARGES FOR SERVICES:				
343-6110 COLLECTION FEES	3,819,179	3,740,000	3,855,994	3,800,000
343-6115 BULKY WASTE FEES	8,170	45,000	8,640	8,500
343-6120 LATE FEE CHARGES	173,200	150,000	153,926	160,000
343-6125 FRANCHISE FEES - SOLID WASTE	36,636	38,000	34,200	36,000
TOTAL	4,037,185	3,973,000	4,052,760	4,004,500
MISCELLANEOUS REVENUES:				
343-6130 INTEREST INCOME	3,292	5,100	4,148	4,100
343-6135 MISCELLANEOUS	12,302	12,000	11,473	11,500
343-6140 CARRYOVER APPROPRIATIONS	-	171,145	-	1,376,409
TOTAL	15,594	188,245	15,621	1,392,009
TOTAL REVENUES AVAILABLE	6,138,285	5,192,897	5,100,033	6,402,457
DEDUCT EXPENSES:				
PERSONNEL COSTS	1,161,393	1,250,170	1,113,940	1,475,953
SUPPLIES AND OTHER SERVICES	1,960,393	1,917,355	1,957,844	1,913,906
CAPITAL OUTLAY	-	-	28,581	977,000
DEBT SERVICE	-	144,060	144,060	129,010
DEPRECIATION	331,467	-	-	-
TRANSFERS	801,600	849,660	849,660	900,640
TOTAL EXPENSES	4,254,853	4,161,245	4,094,085	5,396,509
NET POSITION, SEPTEMBER 30	<u>1,883,432</u>	<u>1,031,652</u>	<u>1,005,948</u>	<u>1,005,948</u>
FUND BALANCE TO EXPENDITURE PERCENTAGE	44%	25%	25%	19%

**CITY OF APOPKA
SANITATION FUND**

LINE ITEM DETAIL

	<u>2014</u>	<u>2015</u>	<u>2015</u>	<u>2016</u>
	<u>ACTUAL</u>	<u>BUDGET</u>	<u>ESTIMATE</u>	<u>REQUESTED</u>
PERSONNEL COSTS:				
1200 REGULAR SALARIES AND WAGES	635,188	731,010	641,160	745,577
1210 LONGEVITY PAY	4,556	4,600	4,600	4,998
1400 OVERTIME	129,126	152,150	145,022	157,056
1600 OTHER REIMBURSED ALLOWANCES	-	-	-	480
2100 F.I.C.A.	56,418	67,950	57,353	69,470
2200 RETIREMENT CONTRIBUTION	113,449	128,500	99,845	135,202
2300 LIFE AND HEALTH INSURANCE	129,930	137,760	137,760	181,585
2400 WORKERS COMPENSATION	28,200	28,200	28,200	181,585
2600 POSTEMPLOYMENT BENEFITS	64,526	-	-	-
TOTAL	1,161,393	1,250,170	1,113,940	1,475,953
SUPPLIES AND OTHER SERVICES:				
3100 PROFESSIONAL SERVICES	19,370	150	150	20,000
3200 AUDIT SERVICES	2,570	2,675	2,675	-
3400 OTHER CONTRACTUAL SERVICES	1,222	1,800	1,300	840
4100 COMMUNICATIONS	1,200	680	1,300	-
4200 FREIGHT & POSTAGE	163	8,500	5,900	200
4300 UTILITY SERVICES	929,180	1,018,600	1,018,600	1,021,400
4400 RENTAL & LEASES	2,463	2,740	2,733	2,902
4500 LIABILITY & CASUALTY INSURANCE	18,000	18,000	18,000	-
4600 REPAIR AND MAINTENANCE	6,438	4,950	6,400	4,950
4650 VEHICLE MAINTENANCE	371,810	231,000	387,122	287,122
4700 PRINTING AND BINDING	-	22,000	18,000	2,000
4902 LRGAL ADVERTISING	-	400	-	-
4903 TEMPORARY LABOR	113,115	116,480	73,519	77,644
4960 BAD DEBT	25,803	10,000	-	-
5100 OFFICE SUPPLIES	779	1,200	1,024	1,000
5200 OPERATING SUPPLIES	157,822	195,330	195,330	202,940
5250 FUEL & GASOLINE	310,458	282,250	225,230	288,733
5400 BOOKS, PUBS, SUBS & MEMBERSHIPS	-	150	150	500
5500 TRAINING	-	450	411	3,675
TOTAL	1,960,393	1,917,355	1,957,844	1,913,906
CAPITAL OUTLAY:				
6300 IMPROV. OTHER THAN BUILDINGS	-	-	-	-
6400 EQUIPMENT	-	-	28,581	977,000
TOTAL	-	-	28,581	977,000
DEBT SERVICE:				
7101 PRINCIPAL	-	133,000	133,000	118,000
7202 INTEREST	21,000	11,060	11,060	11,010
TOTAL	21,000	144,060	144,060	129,010
TRANSFERS:				
9100 TRANSFER TO GENERAL FUND	567,420	601,440	601,440	900,640
9401 TRANSFER TO UTILITIES FUND	234,180	248,220	248,220	-
TOTAL	801,600	849,660	849,660	900,640
TOTAL COST	3,944,386	4,161,245	4,094,085	5,396,509

**CITY OF AOPKA
SANITATION FUND**

STAFFING ANALYSIS

NUMBER OF FULL-TIME/PART-TIME PERSONNEL

<u>POSITION</u>	<u>2014</u>	<u>2015</u>	<u>2016</u>
SOLID WASTE OPERATIONS MANAGER	1	1	1
SOLID WASTE TECHNICIAN	1	1	1
SANITATION EQUIPMENT OPERATOR	14	14	15
SOLID WASTE WORKER I	1	1	0
SOLID WASTE SPECIALIST	1	1	1
TOTAL	18	18	18

CAPITAL OUTLAY

6200 - Buildings		\$ -
	Total Building	\$ -
6400 - Equipment		
	Front-end Loader Truck	\$ 319,000
	Replacement Garbage Trucks (2) CNG	652,000
	Cart Delivery Trailer	6,000
	Total Equipment	\$ 977,000
Total Capital Outlay		\$ 977,000

**CITY OF APOPKA
OPERATING BUDGET JUSTIFICATION FORM
FISCAL YEAR 2015-16**

Fund	<u>Sanitation Fund - 402</u>
Department	<u>Sanitation 3210-534</u>
Line Item #	<u>1400</u>
Line Item Description	<u>Overtime</u>

Item	Description	Justification	Estimated Cost
1	10 employees x 52 Wednesdays x 10 hrs. x \$19.20	Recycling Routes, Bulky, carts	99,840
2	16 Employees x 9 holidays x 10 hr. x \$19.20	paid holidays worked	27,648
3	2 Employees x 52 x 10 x 19.20	FEL Nursery Run	19,968
4	Other OT 10 x 50 x 19.20	vacation/sick leave	9,600

Total Cost	\$ 157,056
-------------------	-------------------

**CITY OF APOPKA
OPERATING BUDGET JUSTIFICATION FORM
FISCAL YEAR 2015-16**

Fund	<u>Sanitation Fund - 402</u>
Department	<u>Sanitation 3210-534</u>
Line Item #	<u>3100</u>
Line Item Description	<u>Professional Services</u>

Item	Description	Justification	Estimated Cost
1	Background Checks 3 x \$50	background checks on new hires	150
2	Legal Fees	<i>Centralized support function</i> included in separate fund	<i>(150)</i>
3	Rate Study update	perform rate study update to insure the sanitation fees are adequate for the operation	20,000

Total Cost	\$ 20,000
-------------------	------------------

**CITY OF APOPKA
OPERATING BUDGET JUSTIFICATION FORM
FISCAL YEAR 2015-16**

Fund	<u>Sanitation Fund - 402</u>
Department	<u>Sanitation 3210-534</u>
Line Item #	<u>3400</u>
Line Item Description	<u>Other Contractual Services</u>

Item	Description	Justification	Estimated Cost
1	Janitorial Service	Share of cost with 4141 & 3171	840
2	Microsoft Licenses (SHI)	Microsoft and MS Office licenses <i>Moved to IT</i>	550 <i>(550)</i>

Total Cost	\$	840
------------	----	-----

**CITY OF APOPKA
OPERATING BUDGET JUSTIFICATION FORM
FISCAL YEAR 2015-16**

Fund	<u>Sanitation Fund - 402</u>
Department	<u>Sanitation 3210-534</u>
Line Item #	<u>4100</u>
Line Item Description	<u>Communications Services</u>

Item	Description	Justification	Estimated Cost
1	Solid Waste Mgr. Cell phone reimb	use of personal cell phone for city business	480
		<i>Moved to Salaries and Benefits</i>	<i>(480)</i>
2	Paging Service	pager for Solid Waste Tech	190
3	Internet/Phone	internet and long distance access charges	800
		<i>Moved to IT</i>	<i>(990)</i>

Total Cost	\$	-
------------	----	---

**CITY OF APOPKA
OPERATING BUDGET JUSTIFICATION FORM
FISCAL YEAR 2015-16**

Fund	<u>Sanitation Fund - 402</u>
Department	<u>Sanitation 3210-534</u>
Line Item #	<u>4200</u>
Line Item Description	<u>Freight & Postage</u>

Item	Description	Justification	Estimated Cost
1	Misc. Postage	Notices/compliance letters to commercial customers and new franchise contractors	50
2	Freight on customer tags and decals	freight charges for customer tag and container decal replenishment	150

Total Cost	\$ 200
-------------------	---------------

**CITY OF APOPKA
OPERATING BUDGET JUSTIFICATION FORM
FISCAL YEAR 2015-16**

Fund	<u>Sanitation Fund - 402</u>
Department	<u>Sanitation 3210-534</u>
Line Item #	<u>4300</u>
Line Item Description	<u>Utility Services</u>

Item	Description	Justification	Estimated Cost
1	<i>Electric Charges</i>	<i>Sanitation office/warehouse electricity</i>	<i>2,400</i>
2	<i>W/S Dept. Expense Allocation</i>	<i>Water Sewer charges for Sanitation div.</i>	<i>1,600</i>
3	<i>Commercial Landfill Charge - 10300 tons x \$33.60 per ton</i>	<i>Orange county landfill disposal fee</i>	<i>346,080</i>
4	<i>Residential Landfill Charge - 15200 tons x \$33.60</i>	<i>Orange county landfill disposal fee</i>	<i>510,720</i>
5	<i>Waste Management Bulky disposal charge - 2100 tons x \$22/ton</i>	<i>Waste Management bulky waste disposal fee</i>	<i>46,200</i>
6	<i>Waste Management yard trash disposal charge - 5200 tons x \$22/ton</i>	<i>Waste Management yard waste disposal fees</i>	<i>114,400</i>

Total Cost	\$ 1,021,400
-------------------	---------------------

**CITY OF APOPKA
OPERATING BUDGET JUSTIFICATION FORM
FISCAL YEAR 2015-16**

Fund	<u>Sanitation Fund - 402</u>
Department	<u>Sanitation 3210-534</u>
Line Item #	<u>4400</u>
Line Item Description	<u>Rentals and Leases</u>

Item	Description	Justification	Estimated Cost
1	<i>Compactor Rental at Errol Estates \$210/month</i>	<i>waste container for high volume waste site at Errol County Club</i>	2,520
2	<i>Errol Compactor Service call 6 x \$37/call</i>	<i>charge for repairs and maintenance</i>	222
3	<i>Errol Compactor Tangible Property Tax</i>	<i>Orange County Tax</i>	160

Total Cost	\$ 2,902
-------------------	-----------------

**CITY OF APOPKA
OPERATING BUDGET JUSTIFICATION FORM
FISCAL YEAR 2015-16**

Fund	<u>Sanitation Fund - 402</u>
Department	<u>Sanitation 3210-534</u>
Line Item #	<u>4600</u>
Line Item Description	<u>Repair and Maintenance - Bldg. & Equip</u>

Item	Description	Justification	Estimated Cost
1	Ice machine repair and maintenance	Ice maker for field crews	400
2	Pest Control		300
3	IT Services and maintenance	SHI, viable solutions, vibe, viewwise license, web access support renewal, data storage maintenance	1,550
4	Building repairs and maintenance	<i>Moved to IT</i>	(1,550)
5	Repairs to dumpster enclosures	repairs to enclosures cause by sanitation trucks	1,000
			3,250

Total Cost	\$ 4,950
-------------------	-----------------

**CITY OF APOPKA
OPERATING BUDGET JUSTIFICATION FORM
FISCAL YEAR 2015-16**

Fund	<u>Sanitation Fund - 402</u>
Department	<u>Sanitation 3210-534</u>
Line Item #	<u>4650</u>
Line Item Description	<u>Vehicle Maintenance</u>

Item	Description	Justification	Estimated Cost
1	<i>Corrective and scheduled Preventive Maintenance</i>	<i>tires/brakes/repairs on trucks not under warranty, anticipate 1 arm rebuild over and above expenses last year <i>City Administrator's Adjustment</i></i>	387,122 <i>(100,000)</i>

Total Cost	\$ 287,122
-------------------	-------------------

**CITY OF APOPKA
OPERATING BUDGET JUSTIFICATION FORM
FISCAL YEAR 2015-16**

Fund	<u>Sanitation Fund - 402</u>
Department	<u>Sanitation 3210-534</u>
Line Item #	<u>4700</u>
Line Item Description	<u>Printing Services</u>

Item	Description	Justification	Estimated Cost
1	<i>Recycling Flyers</i>	<i>Informational flyers to promote participation and correct use of the cities recycling program</i>	2,000

Total Cost	\$ 2,000
-------------------	-----------------

**CITY OF APOPKA
OPERATING BUDGET JUSTIFICATION FORM
FISCAL YEAR 2015-16**

Fund	<u>Sanitation Fund - 402</u>
Department	<u>Sanitation 3210-534</u>
Line Item #	<u>4903</u>
Line Item Description	<u>Temporary Labor</u>

Item	Description	Justification	Estimated Cost
1	1 laborers x 2 routes x 40 hr x 52 wks. x 16.45	Manual laborers for regular yard waste collection	68,432
2	1 worker x 1 route x 40 hrs. x 16.45 x 4 wks.	worker for additional garbage route during holiday season	2,632
3	1 worker x 1 route x 40 hrs. x 16.45 x 10 weeks	additional labor when rear loader is used in place of automated during repair campaigns	6,580

Total Cost	\$ 77,644
-------------------	------------------

**CITY OF APOPKA
OPERATING BUDGET JUSTIFICATION FORM
FISCAL YEAR 2015-16**

Fund	<u>Sanitation Fund - 402</u>
Department	<u>Sanitation 3210-534</u>
Line Item #	<u>5100</u>
Line Item Description	<u>Office Supplies</u>

Item	Description	Justification	Estimated Cost
1	<i>Misc. Office Supplies</i>	<i>Printer toner/paper for printing route sheets and customer work orders and basic office supplies</i>	1,000

Total Cost	\$ 1,000
-------------------	-----------------

**CITY OF AOPKA
OPERATING BUDGET JUSTIFICATION FORM
FISCAL YEAR 2015-16**

Fund	<u>Sanitation Fund - 402</u>
Department	<u>Sanitation 3210-534</u>
Line Item #	<u>5200</u>
Line Item Description	<u>Operating Supplies</u>

Item	Description	Justification	Estimated Cost
1	Garbage Carts 1,872 of 95 gal x \$50.18 - 208 of 64 gal x \$45.14	Replacements for carts crushed by trucks and new resident deliveries - high number of cracked carts observed in the field	99,155
2	Recycle Carts 312 x 50.18 -468 x \$45.14	Replacements for carts crushed by trucks and new resident deliveries	34,434
3	Back Supports	safety equipment	300
4	Camera Supplies	recording pictures related to bulky charges	600
5	Water coolers 9 x 15	safety equipment	135
6	Deodorizer	deodorizer to spray dumpsters	2,000
7	First Aid Kits for trucks 12 x \$40	safety equipment	480
8	Gloves	safety equipment	500
9	Hand soap	safety equipment	400
10	Lids for Dumpsters 100 x \$20	replacement lids for dumpsters	2,000
11	Replacement parts for garb recycling carts wheels 200 x \$7 -pins 400 x 0.25	replacement for damaged parts	1,500
12	Lids for garb/recycle carts 100 x \$10	replacement for damaged parts	1,000
13	Locks for dumpsters 20 x \$28	provided for a fee at customers request	560
14	Misc. Mailbox/small property damage repairs	damaged caused to mailboxes by automated trucks while collecting	2,000
15	Misc. Hand tools	hand tools for minor damage repairs/cart repairs/shovels and extension brooms for cleanouts	1,500
16	Paper towels Wypall	to clean and dry truck windows and cabs	1,500
17	Motorola radio batteries 4 x \$95	replacement batteries for city radio equip	380
18	Toilet Paper		100
19	Oil dry 150 bags x \$7	oil absorbent to clean up oil spills	1,050
20	Oil Spill Kits for Trucks	emergency spill kits	900
21	Paint for dumpsters 25 gallons x \$25	refurbish dumpsters	625
22	Pitchforks	collection supplies	600
23	Rain Suits 16 x \$40	safety equipment	640
24	Rakes/brooms for route trucks	collection supplies	500
25	Reflective Vests 18 x \$17		306
26	Replacement Dumpsters 8 y 20 x \$852 - 6 y 15 x \$728 - 4 y 10 x \$568 - 2 y 10 x \$437	replace worn out dumpsters	38,010
27	Truck Inspection forms	DOT daily vehicle inspection forms	570
28	Customer tags 2500 x \$.25	information/noncompliance tags for commercial and residential customers	625
29	Safety Glasses	safety equipment	350
30	Safety Shoes 18 x \$100	safety equipment	1,800
31	Uniforms 2 x \$6.74 16 x \$3.75 x 52 wks		3,820
32	Truck Wash and cleaning supplies	equipment cleaning	1,200
33	Replacement yard trash cans	replace lost or damaged customer owned containers	500
34	Annual Fire Extinguisher Maintenance		500
35	Decals	Dumpster Decals	1,500
36	Junk Tire Disposal	Disposal for illegally dumped tires disposal	100
37	Epass Tolls	tolls when trucks have to go to Young Pines	300
38	Bear Can pilot	purchase container to test feasibility	500

**CITY OF APOPKA
OPERATING BUDGET JUSTIFICATION FORM
FISCAL YEAR 2015-16**

Fund	<u>Sanitation Fund - 402</u>
Department	<u>Sanitation 3210-534</u>
Line Item #	<u>5250</u>
Line Item Description	<u>Fuel and Gasoline</u>

Item	Description	Justification	Estimated Cost
1	5 trucks asl diesel 45500 x 3.50	garb/recycling collection vehicle	159,250
2	1 truck asl CNG 9100 x 1.50	garb/recycling collection vehicle	13,650
3	2 trucks REL CNG 12768 x 1.5	yard waste collection vehicle	19,152
4	1 truck FEL diesel 9048 x 3.50	commercial garbage collection vehicle	31,668
5	1 truck FEL CNG 12792 x 1.50	commercial garbage collection vehicle	19,188
6	1 truck claw diesel 5200 x 3.50	bulky waste collection vehicle	18,200
7	1 truck claw CNG 7280 x 1.50	bulky waste collection vehicle	10,920
8	1 F-350 box truck diesel 1560 x 3.50	dumpster transport truck	5,460
9	1 F-150 cart truck gas 1560 x 3.25	cart delivery truck	5,070
10	1 F-150 tech truck gas 1300 x 3.25	solid waste technician truck	4,225
11	1 F-150 mgr. truck CNG 1300 x 1.50	ops manager truck	1,950

Total Cost	\$ 288,733
-------------------	-------------------

**CITY OF APOPKA
OPERATING BUDGET JUSTIFICATION FORM
FISCAL YEAR 2015-16**

Fund	<u>Sanitation Fund - 402</u>
Department	<u>Sanitation 3210-534</u>
Line Item #	<u>5400</u>
Line Item Description	<u>Books, Publications & Subscriptions</u>

Item	Description	Justification	Estimated Cost
1	<i>Mgr. SWANA Membership</i>	<i>to keep abreast of waste/recycling collection advances and technologies</i>	350
2	<i>Waste Age Magazine</i>	<i>waste and recycling industry news</i>	150

Total Cost	\$	500
-------------------	-----------	------------

**CITY OF APOPKA
OPERATING BUDGET JUSTIFICATION FORM
FISCAL YEAR 2015-16**

Fund	<u>Sanitation Fund - 402</u>
Department	<u>Sanitation 3210-534</u>
Line Item #	<u>5500</u>
Line Item Description	<u>Training</u>

Item	Description	Justification	Estimated Cost
1	Smith Systems Driver Trainer training and Certification	Certify Sanitation operations manager as an in-house trainer on a comprehensive defensive driver training program to enhance training and increase level of employee and public safety	2,300
2	Smith Systems Training guides, 3 dvds and learning aids	Audio-visual aids and evaluation materials to support in-house training program	850
3	Environmental Industry Assoc Safety Manual	A safety manual developed by Solid Waste Industry companies and organizations that address risks specific to garbage and recycling collections and equipment	525

Total Cost	\$ 3,675
-------------------	-----------------

**CITY OF APOPKA
OPERATING BUDGET JUSTIFICATION FORM
FISCAL YEAR 2015-16**

Fund	<u>Sanitation Fund - 402</u>
Department	<u>Sanitation 3210-534</u>
Line Item #	<u>6200</u>
Line Item Description	<u>Building</u>

Item	Description	Justification	Estimated Cost
1	<i>New Sanitation Facility</i>	<i>Increase of truck and employee parking space needed due to growth of the facility which is shared with maintenance and construction</i> <i>City Administrator's Adjustment</i>	350,000 <i>(350,000)</i>

Total Cost	\$	-
-------------------	----	---

**CITY OF APOPKA
OPERATING BUDGET JUSTIFICATION FORM
FISCAL YEAR 2015-16**

Fund	<u>Sanitation Fund - 402</u>
Department	<u>Sanitation 3210-534</u>
Line Item #	<u>6400</u>
Line Item Description	<u>Equipment & Machinery</u>

Item	Description	Justification	Estimated Cost
1	Replace Front End Loader Truck 920	2002 Mack 14 y old - replace due to age and wear of the truck, high maintenance cost and to benefit from CNG fuel savings	319,000
2	Replace 6 Automated Garbage Trucks - 1140, 1141, 1142, 1143, 1144, 1145 @ \$326,000 ea.	2007 Mack Trucks will be over 10 yrs. old by the time replacements arrive. High maintenance cost and poor reliability resulting in down time and customer service interruption. It has proved difficult to adjust the lift arm on the current trucks for both sizes of carts offered, especially as it ages, so that it does not crack refuse carts. The replacement vehicle selected reduces cost of damaged cart replacements. City also benefits by converting to new CNG engines by \$18 k per year per vehicle and cost avoidance of major body repairs or replacements which will be required to keep in operation	1,956,000
		<i>City Administrator's Adjustment</i>	<i>(1,304,000)</i>
3	Cart Delivery Trailer	Purchase new trailer due to age and wear of old trailer and to acquire trailer that will increase the number of carts carried to reduce trips. Keep 1999 Utility trailer 17 yr. old as backup, currently no backup to this equipment that is used daily to make customer requested repairs and deliveries	6,000

Total Cost	\$ 977,000
-------------------	-------------------

**CITY OF AOPKA
OPERATING BUDGET JUSTIFICATION FORM
FISCAL YEAR 2015-16**

Fund	<u>Sanitation Fund - 402</u>
Department	<u>Sanitation 3210-534</u>
Line Item #	<u>7100</u>
Line Item Description	<u>Debt Service - Principal</u>

Item	Description	Justification	Estimated Cost
	<i>Bank of America Note 2014</i>	<i>CNG Sanitation Trucks (2)</i>	<i>118,000</i>

Total Cost	\$ 118,000
-------------------	-------------------

**CITY OF APOPKA
OPERATING BUDGET JUSTIFICATION FORM
FISCAL YEAR 2015-16**

Fund	<u>Sanitation Fund - 402</u>
Department	<u>Sanitation 3210-534</u>
Line Item #	<u>7200</u>
Line Item Description	<u>Debt Service - Interest</u>

Item	Description	Justification	Estimated Cost
	<i>Bank of America Note 2014</i>	<i>CNG Sanitation Trucks (2)</i>	<i>11,010</i>

Total Cost	\$	11,010
-------------------	-----------	---------------

**CITY OF APOPKA
AIRPORT FUND**

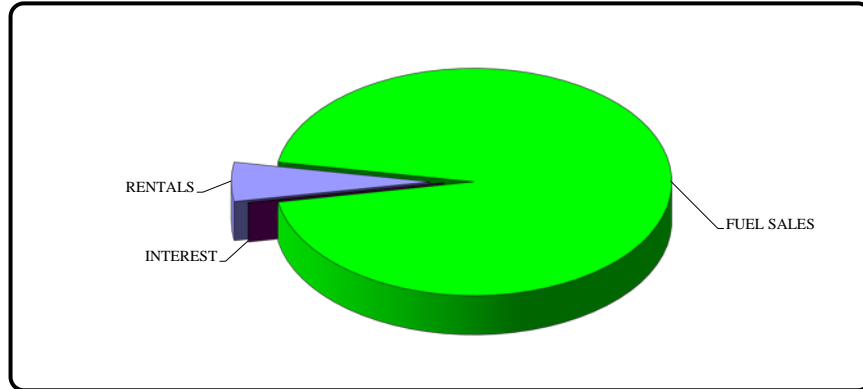
FUND 410

PAGE LEFT INTENTIONALLY BLANK

**CITY OF AOPKA
AIRPORT FUND**

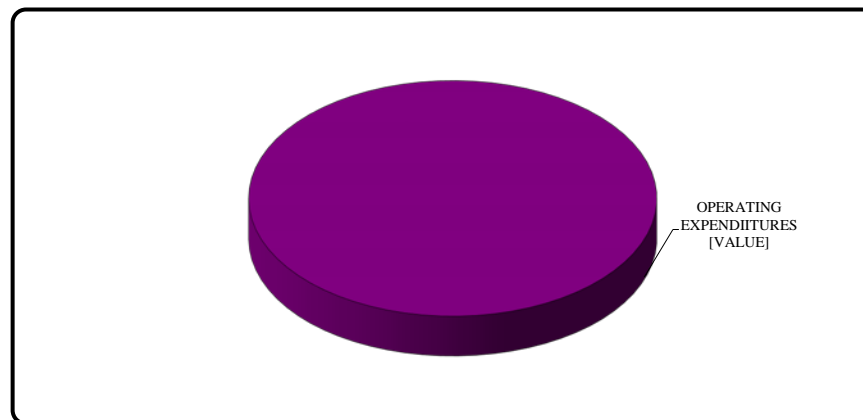
AIRPORT FUND - REVENUE AND EXPENDITURES

FISCAL YEAR 2014-2015



TOTAL REVENUE \$ 557,500

	<u>TOTALS</u>	<u>PERCENT REVENUES</u>
FUEL SALES	\$ 526,100	94.37%
INTEREST	500	0.09%
RENTALS	30,900	5.54%
TOTAL REVENUE	\$ 557,500	100%



TOTAL EXPENDITURES \$ 557,500

	<u>TOTALS</u>	<u>PERCENT EXPENSES</u>
PROFESSIONAL SERVICES	\$ 24,000	4.31%
REPAIRS & MAINTENANCE	13,500	2.43%
FUEL	520,000	93.28%
TOTAL EXPENDITURES	\$ 557,500	100%

**CITY OF APOPKA
AIRPORT FUND**

AIRPORT FUND BUDGET SUMMARY

	<u>2014</u> <u>ACTUAL</u>	<u>2015</u> <u>BUDGET</u>	<u>2015</u> <u>ESTIMATE</u>	<u>2016</u> <u>REQUESTED</u>
NET POSITION, OCTOBER 1				
ADD REVENUES:				
CHARGES FOR SERVICES:				
344-1000 AIRPORT FUEL SALES	-	-	-	526,100
361-1000 INTEREST EARNINGS				500
362-0006 AIRPORT RENTALS				30,900
TOTAL	<u>-</u>	<u>-</u>	<u>-</u>	<u>557,500</u>
TOTAL REVENUES AVAILABLE	-	-	-	557,500
DEDUCT EXPENSES:				
OPERATING EXPENSES	-	-	-	557,500
TRANSFERS - OUT:				
GENERAL FUND	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
TOTAL EXPENSES	-	-	-	557,500
NET POSITION, SEPTEMBER 30	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>

**CITY OF APOPKA
AIRPORT FUND**

LINE ITEM DETAIL

	<u>2014</u>	<u>2015</u>	<u>2015</u>	<u>2016</u>
	<u>ACTUAL</u>	<u>BUDGET</u>	<u>ESTIMATE</u>	<u>REQUESTED</u>
SUPPLIES AND OTHER SERVICES:				
3100 PROFESSIONAL SERVICES	-	-	-	24,000
4500 LIABILITY & CASUALTY INSURANCE	-	-	-	-
4600 REPAIR AND MAINTENANCE	-	-	-	13,500
4900 OTHER CHARGES	-	-	-	-
5200 OPERATING SUPPLIES	-	-	-	-
5251 FUEL & GASOLINE	-	-	-	520,000
TOTAL	-	-	-	557,500
CAPITAL OUTLAY:				
6300 IMPROV. OTHER THAN BUILDINGS	-	-	-	-
6400 EQUIPMENT	-	-	-	-
TOTAL	-	-	-	-
TRANSFERS:				
9100 TRANSFER TO GENERAL FUND	-	-	-	-
TOTAL	-	-	-	-
TOTAL COST	-	-	-	557,500

**CITY OF APOPKA
AIRPORT FUND**

STAFFING ANALYSIS

NUMBER OF FULL-TIME/PART-TIME PERSONNEL

<u>POSITION</u>	<u>2014</u>	<u>2015</u>	<u>2016</u>
Not Applicable	<u>0</u>	<u>0</u>	<u>0</u>
TOTAL	0	0	0

CAPITAL OUTLAY

6300 - Improvements:

Total Improvements

\$ -

6400 - Equipment

Total Equipment

\$ -

Total Capital Outlay

\$ -

**CITY OF AOPKA
OPERATING BUDGET JUSTIFICATION FORM
FISCAL YEAR 2015-16**

Fund	<u>Airport Fund - 410</u>
Department	<u>Airport 4200-542</u>
Line Item #	<u>3100</u>
Line Item Description	<u>Professional Services</u>

Item	Description	Justification	Estimated Cost
	<i>Randall A. Sommers</i>	<i>Contractual Services</i>	<i>24,000</i>

Total Cost	\$ 24,000
-------------------	------------------

**CITY OF AOPKA
OPERATING BUDGET JUSTIFICATION FORM
FISCAL YEAR 2015-16**

Fund	<u>Airport Fund - 410</u>
Department	<u>Airport 4200-542</u>
Line Item #	<u>4300</u>
Line Item Description	<u>Utility Services</u>

Item	Description	Justification	Estimated Cost
		<i>Property & Liability Insurance</i>	

Total Cost	\$	-
------------	----	---

**CITY OF AOPKA
OPERATING BUDGET JUSTIFICATION FORM
FISCAL YEAR 2015-16**

Fund	<u>Airport Fund - 410</u>
Department	<u>Airport 3300-542</u>
Line Item #	<u>4500</u>
Line Item Description	<u>Liability & Casualty Insurance</u>

Item	Description	Justification	Estimated Cost
		<i>Property & Liability Insurance</i>	

Total Cost	\$	-
------------	----	---

**CITY OF AOPKA
OPERATING BUDGET JUSTIFICATION FORM
FISCAL YEAR 2015-16**

Fund	<u>Airport Fund - 410</u>
Department	<u>Airport 3300-542</u>
Line Item #	<u>4600</u>
Line Item Description	<u>Repair & Maintenance</u>

Item	Description	Justification	Estimated Cost
	<i>Fuel Island at the Airport</i>	<i>Scheduled maintenance and repairs</i>	<i>5,000</i>
	<i>State Required License fee</i>	<i>Annual inspection of airport & main fuel island storage tanks</i>	<i>1,000</i>
		<i>General Maintenance of airport facility</i>	<i>7,500</i>

Total Cost	\$ 13,500
-------------------	------------------

**CITY OF APOPKA
OPERATING BUDGET JUSTIFICATION FORM
FISCAL YEAR 2015-16**

Fund	<u>Airport Fund - 410</u>
Department	<u>Airport 3300-542</u>
Line Item #	<u>4900</u>
Line Item Description	<u>Other Charges</u>

Item	Description	Justification	Estimated Cost

Total Cost	\$	-
------------	----	---

**CITY OF AOPKA
OPERATING BUDGET JUSTIFICATION FORM
FISCAL YEAR 2015-16**

Fund	<u>Airport Fund - 410</u>
Department	<u>Airport 3300-542</u>
Line Item #	<u>5251</u>
Line Item Description	<u>Fuel & Gasoline - Aviation Fuel</u>

Item	Description	Justification	Estimated Cost
	<i>Jet A Fuel</i>		<i>50,000</i>
	<i>AVGAS Fuel</i>		<i>470,000</i>

Total Cost	\$ 520,000
-------------------	-------------------

**CITY OF APOPKA
UTILITY IMPACT FEES FUND**

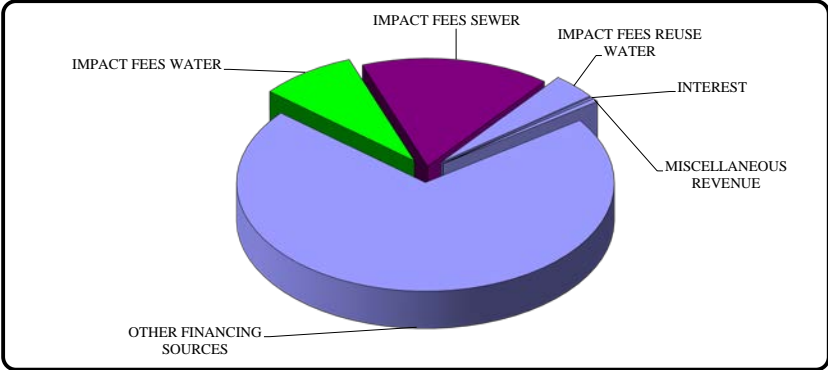
FUND 403

PAGE LEFT INTENTIONALLY BLANK

**CITY OF AOPKA
UTILITIES IMPACT FEES FUND**

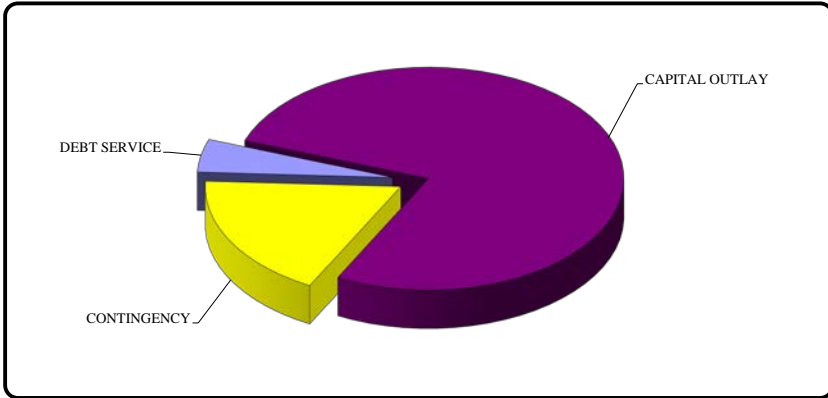
UTILITIES IMPACT FEES FUND - REVENUE AND EXPENDITURES

FISCAL YEAR 2015-2016



TOTAL REVENUE \$ 16,931,500

	<u>TOTALS</u>	<u>PERCENT REVENUES</u>
IMPACT FEES WATER	\$ 1,400,000	8.27%
IMPACT FEES SEWER	2,750,000	16.24%
IMPACT FEES REUSE WATER	\$ 656,500	3.88%
INTEREST	40,000	0.24%
MISCELLANEOUS REVENUE	\$ 85,000	0.50%
OTHER FINANCING SOURCES	<u>12,000,000</u>	<u>70.87%</u>
TOTAL REVENUE	\$ 16,931,500	100%



TOTAL EXPENDITURES \$ 16,931,500

	<u>TOTALS</u>	<u>PERCENT EXPENSES</u>
CAPITAL OUTLAY	13,058,000	77.12%
CONTINGENCY	3,063,108	18.09%
DEBT SERVICE	810,392	<u>4.79%</u>
TOTAL EXPENDITURES	\$ 16,931,500	100%

**CITY OF APOPKA
UTILITIES IMPACT FEES FUND**

UTILITIES IMPACT FEES FUND BUDGET SUMMARY

	<u>2014</u> <u>ACTUAL</u>	<u>2015</u> <u>BUDGET</u>	<u>2015</u> <u>ESTIMATE</u>	<u>2016</u> <u>REQUESTED</u>
NET POSITION, OCTOBER 1	10,098,255	10,562,600	10,562,600	1,959,053
ADD REVENUES:				
CHARGES FOR SERVICES:				
324-2101 IMPACT FEES - RESIDENTIAL - WATER	774,499	585,100	902,111	700,000
324-2102 IMPACT FEES - RESIDENTIAL SEWER	1,280,753	870,100	1,309,862	1,300,000
324-2103 IMPACT FEES - RESIDENTIAL - REUSE	564,563	464,100	649,397	650,000
324-2201 IMPACT FEES - COMMERCIAL - WATER	47,105	35,000	519,192	700,000
324-2202 IMPACT FEES - COMMERCIAL - SEWER	94,277	55,000	1,456,166	1,450,000
324-2203 IMPACT FEES - COMMERCIAL - REUSE	3,087	1,000	6,560	6,500
TOTAL	2,764,284	2,010,300	4,843,288	4,806,500
MISCELLANEOUS REVENUES:				
361-1000 INTEREST EARNINGS	36,625	41,600	41,000	40,000
362-0000 RENT - EQUIPMENT	51,532	-	-	-
369-9000 MISCELLANEOUS REVENUE	-	-	88,000	85,000
TOTAL	88,157	41,600	129,000	125,000
OTHER REVENUES:				
384-0000 OTHER FINANCING SOURCES		2,886,355	-	12,000,000
389-0009 CARRYOVER APPROPRIATIONS	-	-	-	-
389-3000 GRANTS AND DONATIONS - STATE	105,512	713,925	5,849,433	-
TOTAL	105,512	3,600,280	5,849,433	12,000,000
TOTAL REVENUES AVAILABLE	13,056,208	16,214,780	21,384,321	18,890,553
DEDUCT EXPENSES:				
OPERATING EXPENSES	2,060	2,130	1,099,980	-
CAPITAL OUTLAY	1,239,816	4,552,200	17,227,438	13,058,000
CONTINGENCY	-	-	-	3,063,108
DEBT SERVICE	1,251,732	1,097,850	1,097,850	810,392
TOTAL EXPENSES	2,493,608	5,652,180	19,425,268	16,931,500
NET POSITION, SEPTEMBER 30	\$ 10,562,600	\$ 10,562,600	\$ 1,959,053	\$ 1,959,053

**CITY OF APOPKA
UTILITIES IMPACT FEES FUND**

LINE ITEM DETAIL

	<u>2014</u> <u>ACTUAL</u>	<u>2015</u> <u>BUDGET</u>	<u>2015</u> <u>ESTIMATE</u>	<u>2016</u> <u>REQUESTED</u>
<u>OPERATIONS</u>				
WATER OPERATIONS				
3113 ACCOUNTING AND AUDITING	\$ 687	\$ 710	\$ 710	
7101 WATER DEBT SERVICE	420,342	268,650	268,650	672,454
TOTAL	421,029	269,360	269,360	672,454
SEWER OPERATIONS				
3113 ACCOUNTING AND AUDITING	\$ 687	710	\$ 710	
7101 SEWER DEBT SERVICE	660,756	659,000	659,000	100,665
TOTAL	661,443	659,710	659,710	100,665
REUSE OPERATIONS				
3113 ACCOUNTING AND AUDITING	\$ 686	710	\$ 710	
7101 REUSE DEBT SERVICE	170,634	170,200	170,200	37,273
TOTAL	171,320	170,910	170,910	37,273
<u>TOTAL OPERATIONS</u>	1,253,792	1,099,980	1,099,980	810,392
<u>CAPITAL OUTLAY</u>				
WATER CAPITAL OUTLAY				
Miscellaneous Water Mains	878,190	100,000	300,000	100,000
Reserve for Future Projects	-	251,040		
TOTAL	878,190	351,040	300,000	100,000
SEWER CAPITAL OUTLAY				
Miscellaneous Sewer Mains	67,284	100,000	-	-
Reserve for Future Projects	-	206,390	-	-
WWTP Expansion to 8 MGD	-		-	12,000,000
TOTAL	67,104	306,390	-	12,000,000
REUSE CAPITAL OUTLAY				
High Speed Pumps @ WWTP	-	500,000	-	-
Keene Rd RWM	-	794,340	-	-
Kelly Park RWM	-	700,770	-	-
Ocoee Apopka Rd (Harmon to Alston)	-	412,500	-	-
Ocoee Apopka Rd (Keene to Alston)	-	660,000	-	-
Ocoee Apopka Rd (Keene to Binion)	-	-	-	308,000
Miscellaneous Reclaimed Water Lines	294,522	100,000	-	100,000
Ponkan Rd RWM	-	727,160	-	-
Northwest Reclaim Water Pond	-	-	16,927,438	250,000
Schopke Rd RWM	-	-	-	300,000
TOTAL	294,522	3,894,770	16,927,438	958,000
<u>TOTAL CAPITAL OUTLAY</u>	1,239,816	4,552,200	17,227,438	13,058,000
TOTAL COSTS	2,493,608	5,652,180	18,327,418	13,868,392

**CITY OF AOPKA
UTILITIES IMPACT FEES FUND**

STAFFING ANALYSIS

NUMBER OF FULL-TIME/PART-TIME PERSONNEL

<u>POSITION</u>	<u>2014</u>	<u>2015</u>	<u>2016</u>
NONE	<u>0</u>	<u>0</u>	<u>0</u>
TOTAL	0	0	0

CAPITAL OUTLAY

6300 - Improvements:

Total Improvements

\$ -

6400 - Equipment

Total Equipment

\$ -

Total Capital Outlay

\$ -