FY 2016/2017 ADOPTED ANNUAL BUDGET

& FIVE-YEAR CAPITAL IMPROVEMENT PROGRAM

CITY OF SUNRISE FLORIDA

CITY OF SUNRISE, FLORIDA

FY 2016/2017 ADOPTED ANNUAL BUDGET

City Commission

Michael J. Ryan, Mayor
Joseph A. Scuotto, Deputy Mayor
Neil C. Kerch, Assistant Deputy Mayor
Donald K. Rosen, Commissioner
Lawrence A. Sofield, Commissioner

City Manager
Richard D. Salamon

Assistant City Managers
Mark S. Lubelski, P.E.
Emilie R. Smith

City Attorney
Kimberly A. Kisslan, Esq.

City Clerk
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John E. Brooks

Fire Chief
Thomas J. DiBernardo

Community Development, Director
Shannon L. Ley, P.E.

Human Resources, Director
Carla M. Gomez

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Budget Manager
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GOVERNMENT FINANCE OFFICERS ASSOCIATION

Distinguished Budget Presentation Award

PRESENTED TO

City of Sunrise

Florida

For the Fiscal Year Beginning

October 1, 2015

Executive Director

The Government Finance Officers Association of the United States and Canada (GFOA) presented a Distinguished Budget Presentation Award to the City of Sunrise, Florida for its annual budget for the fiscal year beginning October 1, 2015. In order to receive this award, a governmental unit must publish a budget document that meets program criteria as a policy document, as an operations guide, as a financial plan, and as a communication device.

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

This is the fourth year that the City of Sunrise has received this distinguished and notable award.

READER'S GUIDE

The purpose of this section is to provide the reader with a guide to the document's contents: where and how to find the information and how to understand the information. The following describes each of the major sections.

INTRODUCTION

The first critical reading of the *FY 2016/2017 Adopted Annual Budget* is the City Manager's Message. The reader will gain an understanding of the City's vision, critical issues, recommended policies & operational changes and the financial plan. It also includes a profile of the City: the City's history, demographics, citywide organizational chart, and an explanation of the City's government.

BUDGET OVERVIEW SECTION

This section provides the reader with a basic overview of the budget. It also answers one of the most often asked questions: "What's new in the Budget?" Included in this section are the budget summary; budget overview by fund; fund summaries; summaries of changes in fund balance, staffing, program modifications, capital outlay and capital improvement program. This section also includes information on debt administration, revenue sources trends and forecasts, a description of the budget process, the budget calendar and a tax millage summary. It also includes the City's fund structure, fund descriptions, budgetary basis, budgetary and financial policies.

FUNDS

This section explains the services offered by the City of Sunrise. Each department includes an organizational chart, division narratives of the programs provided, explanations of variances between the *FY 2015/2016 and FY 2016/2017 budgets,* a personnel complement and a line item of budgeted expenditures.

CAPITAL IMPROVEMENT PROGRAM

This section provides a comprehensive listing and explanation of the capital needs of the City for the next five years including the annual operating impact.

APPENDICES

This section contains a glossary of terms and acronyms.

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Office of the City Manager

CITY OF SUNRISE FLORIDA

Phone: (954) 746-3430
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October 1, 2016

Honorable Mayor and Members of the City Commission
10770 West Oakland Park Boulevard
Sunrise, Florida 33351

Dear Mayor and Members of the City Commission:

In accordance with Section 4.04(g) of the City Charter, I am pleased to present the Adopted Budget for the fiscal year beginning October 1, 2016 and ending September 30, 2017, along with the Five-Year Capital Improvement Program (CIP).

The FY 2016-2017 Adopted Budget is shaped by our commitment to outstanding service delivery, public safety, transparency, and maintaining a vibrant first-class community for our residents. The Budget, as adopted, furthers the vision for the City of Sunrise as a vibrant destination, with funding for enhanced public safety, significant investment in the City's infrastructure, equipment and facilities for recreational programming, neighborhood improvement programs to revitalize communities, economic development and marketing initiatives, and technological enhancements throughout the City. There is a lot to look forward to in Sunrise!

The Adopted Budget is structurally balanced for the second year in a row, with no proposed use of General Fund available fund balance. Given the stable fiscal outlook for the City, it is recommended to hold the line on all rates and waive the annual consumer price index (CPI) on the City's solid waste franchise fee. Our fiscal strength is a result of purposeful actions, implemented over the last several years, to stabilize and position Sunrise to thrive during challenging times. Our pledge to financial stability has resulted in a leaner government, focused on efficient and effective service delivery. Moving forward, we remain committed to outstanding financial management and a high standard of service delivery, while retaining the values of our residents and our stakeholders.

Sunrise has an outstanding reputation as an economic leader in the County. We must continue to foster a climate that promotes business retention and expansion, and furthers our focused efforts to attract new businesses and residents to Sunrise. As part of this Budget, we propose to use economic development designated funds to expand our efforts in this regard, including the production of a marketing video and funding of other promotional opportunities.

The FY 2016-2017 Adopted Budget totals $443,560,680 for all funds and provides for the continuation of core services that the residents and businesses have come to expect and deserve. Enhancements to services include six additional police officers, an expansion of fire-rescue service, and new automated curbside residential garbage collection and weekly bulk trash pick-up beginning January 1, 2017. Additionally, the budget includes funding for a net 13 new full-time positions, 4 new part-time positions, and 5 position conversions from part-time to full-time. Other highlights in the Adopted Budget include a residential tree give-away program, a City sponsored 5K run to unite the community in healthy competition, a youth travel basketball program, an Adopt-a-Street program, and a "Clean Team" to promote citywide beautification through the reduction of litter and graffiti and the active abatement of illegal dumping.

General Fund Highlights

Based upon the valuations released by the Property Appraiser on July 1, Sunrise property tax values rose 8.46%, which includes approximately $63.8 million in new construction. This is the fifth consecutive year that property values have increased for the City. This Budget maintains the property tax rate at 6.0543 mills for the eighth consecutive year.

The General Fund budget totals $121,719,570 and provides for the addition of a net nine new full-time positions, the conversion of one part-time to full-time position, and three new part-time positions. The new positions for the General Fund are as follows: six new Police Officers in the Police Department; a Human Resources Technician and Administrative Officer in the Human Resources Department; and a Field Supervisor, three part-time Facility Attendants, and the conversion of a part-time Pool Mechanic to a full-time position in the Leisure Services Department. And, as part of the continued streamlining of departmental operations, a new Special Events Division has been created in the Leisure Services Department.

In an effort to leverage funds for public safety, the City recently applied for a grant to fund six (6) additional Police Officers through the U.S. Department of Justice Community Oriented Policing Services (COPS) Hiring Program. The grant award is expected to be announced in the Fall; however, to ensure that the City's required match for this grant is fully funded, a program modification for six Police Officers has been included in the Adopted Budget. The funds budgeted for this program modification will be utilized as the grant match, should the City be awarded the COPS Hiring Program grant.

The additional police officers are expected to enhance the City's crime prevention efforts. With the continued development of unique entertainment and commercial venues in Sunrise, it becomes increasingly important to concurrently increase our public safety efforts. These additional officers will allow for more coverage and better response time to calls for service.

In addition to enhanced police protection, the Adopted Budget also includes an additional rescue response location for the Fire Rescue Department to provide peak time medical response in the northernmost portion of the City. This area of the City has grown significantly over the last decade and requires additional service provision at this time. This additional rescue location is a pilot program and will operate utilizing a reserve vehicle and existing Fire Rescue employees on overtime for the duration of the pilot program. The additional location is expected to be operational Monday through Friday, during peak call hours, to ensure optimal service to this area of the City.

Another exciting new program approved for the upcoming fiscal year is a Dumpster Enclosure Program for residential multi-family communities and commercial developments that were built without enclosures prior to the City's requirement. This program is intended to coincide with changes to the City Code that would require all dumpsters to be placed in enclosures, and would provide financial incentives to assist with the construction of dumpster enclosures at various sites throughout the City. This program should result in aesthetic improvements and safety enhancements for our community.

Designated Reserves

According to Resolutions 86-155-10-A and 10-125, the City's budget submission each year must include a recommendation for a General Fund contribution to the contingency reserve and revenue stabilization accounts. The Fiscal Year 2015 Comprehensive Annual Financial Report (CAFR) lists our revenue stabilization account at $5,181,693. Based on the audited General Fund actual operating expenditures of $102,723,275, our revenue stabilization should be $5,136,164; therefore, we will maintain the existing level, which is slightly above the 5% minimum balance.

Likewise, our contingency reserve policy indicates that it should be at least 15% of the audited General Fund actual operating expenditures. Based upon the audited financial information, the contingency reserve will be maintained at $15,545,079, which is approximately 15.1% of the fiscal year ending 2015 audited General Fund operating expenditures.

Capital Improvement Program

The Five-Year Capital Improvement Program continues to be a top priority in the City. Infrastructure, transportation, parks, and buildings are the blueprint of our community. The five-year plan includes ongoing projects, work in progress that requires additional funding, new projects, and a plan for future projects based on anticipated available funding. Newly funded projects were carefully assessed and prioritized to ensure that the most pressing needs of the community are addressed. The five-year agenda is bold and ambitious, and will require sustained effort, investment, and sharp focus to bring projects systematically to fruition. Capital projects are one of the keys to our future success and staff is excited and energized by the robust agenda.

Progress is already being made on the General Obligation (GO) Bond park projects and staff has begun preliminary work on the Municipal Campus. The Municipal Campus improvements will change the face of Sunrise, create outdoor recreation and gathering spaces, and urbanize our campus. A budget amendment will be presented at a later date to request City Commission approval to move partial funding into the Municipal Campus project.

Other Funds Highlights

Stormwater Fund

The Adopted Budget for the Stormwater Fund includes an Adopt-a-Street program and two new part-time positions for a "Clean Team" to focus on keeping our streets and swales free from debris. The fiscal year 2016-2017 Stormwater Fund operating budget totals $7,027,900.

Water and Wastewater Fund

There are no fee increases included in the Adopted Budget, other than the Consumer Price Index adjustment. The budget includes funding for various capital equipment purchases, as well as capital projects to continue improvements or expansion to the utility system infrastructure. The FY 2016-2017 Adopted Budget for the Water and Wastewater System operating budget totals $110,506,630, with an additional $43,194,750 for Capital Improvement Projects.

Gas Fund

The FY 2016-2017 Adopted Budget for the Natural Gas System operating budget totals $8,042,250, with a Capital Improvement Plan budget of $6,360,380. This budget includes two new positions and a reclassification of a Gas Serviceperson I to a Gas Serviceperson II. Funding is also included to create a network model of the natural gas distribution system for system evaluations and future planning.

IT and Communications Fund

The IT and Communications Fund FY 2016-2017 Adopted Budget totals $5,669,400 and includes professional support services to assist with the transition to the new Enterprise Resource Planning (ERP) solution. Significant progress has also been achieved with the *Kronos* timekeeping and *Telestaff* scheduling systems, which are expected to go live during FY 2016-2017. The IT Department is also working on updating the City's website and implementing a new citywide document management system using the Microsoft SharePoint platform.

Health Insurance Trust Fund

In 2015, the City implemented a self-funded health insurance plan as a strategy to control the cost of rising health care expenses. The FY 2016-2017 Adopted Budget for the Health Insurance Trust Fund is $14,118,710 and the Fund is trending favorably at this time. To ensure that the City has sufficient reserves in this fund, a 15% increase in health insurance premiums has been included in the Adopted Budget. Claims experience has been steady over the last 18 months and the fund is projecting to yield a surplus at fiscal year-end.

Conclusion

While the City of Sunrise continues to enjoy a fiscally sound position due to the outstanding efforts and commitment of the City Commission, we will continue to pursue cost-saving measures as pension and health insurance costs continue to rise. I appreciate the opportunity to serve as your City Manager, to build a stronger organization and a better community that incorporates goals of health, safety, sustainability, and opportunity for the residents of Sunrise.

The preparation of the Annual Budget for the fiscal year 2016-2017 was a challenging task that would not have been possible without the efforts of our department directors and their dedicated teams. It is through their combined efforts that we were able to prepare this document for presentation to the City Commission. In particular, I wish to express my sincere appreciation to all the members of the Finance and Administrative Services Department who have worked tirelessly to prepare this budget. I believe this budget truly meets the needs of our community today and in the future.

Respectfully submitted,

Richard D. Salamon
City Manager

HISTORY OF SUNRISE

The City of Sunrise was incorporated in 1961 by Norman Johnson - an innovative developer whose model homes attracted buyers to what was then the remote western edge of Broward County in southeast Florida.

Originally known as Sunrise Golf Village, the City had a population of 4,300 and comprised just 1.75 square miles by 1967. During the 1970s - as Broward County began to push west - the City experienced its first real growth.

In 1971, the City, by referendum, changed its name to the City of Sunrise. Through annexation, Sunrise eventually expanded to its current boundaries - encompassing more than 18 square miles, reaching the Everglades and dropping south of I-595/State Road 84. The City is situated approximately six miles west of Fort Lauderdale, and is bounded by the communities of Weston, Davie, Tamarac, Lauderhill and Plantation.

By October 1984, the City had reached an estimated population of 50,000. In the mid 1980s, growth gave way to challenges as the City was faced with financial difficulties, limited economic opportunities, and a lack of adequate civic amenities. Fortunately, the City Commission and residents had the foresight to recognize that Sunrise could improve.

Prompted by that realization, the City of Sunrise began its metamorphosis. In the early '90s, Sunrise worked to put its financial house in order, rebuild its infrastructure and had begun to establish itself as a center for corporate headquarters. By the mid 1990s, the City was recognized as one of the leading municipalities in South Florida.

In 1998, the Branch, Banking & Trust (BB&T) Center (formerly known as the National Car Rental Center) opened its doors to tremendous fanfare. This state-of-the-art arena - the second largest in the nation - serves as the home of the NHL's Florida Panthers hockey team and hosts top national entertainment and events. Sunrise has also developed into one of Florida's top tourist destinations, attracting several million national and international visitors each year with an extensive assortment of shopping and entertainment choices. The City's appeal is further enhanced by its convenient, accessible location in the heart of the tri-county area. The City is in close proximity to the Florida Turnpike and I-95, and is bordered by the Sawgrass Expressway, I-75 and I-595.

Over the last decade, the City has fulfilled a commitment to improving residents' quality of life with dozens of capital improvement projects completed or underway. At the same time, Sunrise has maintained the same property tax millage rate for the past eight years.

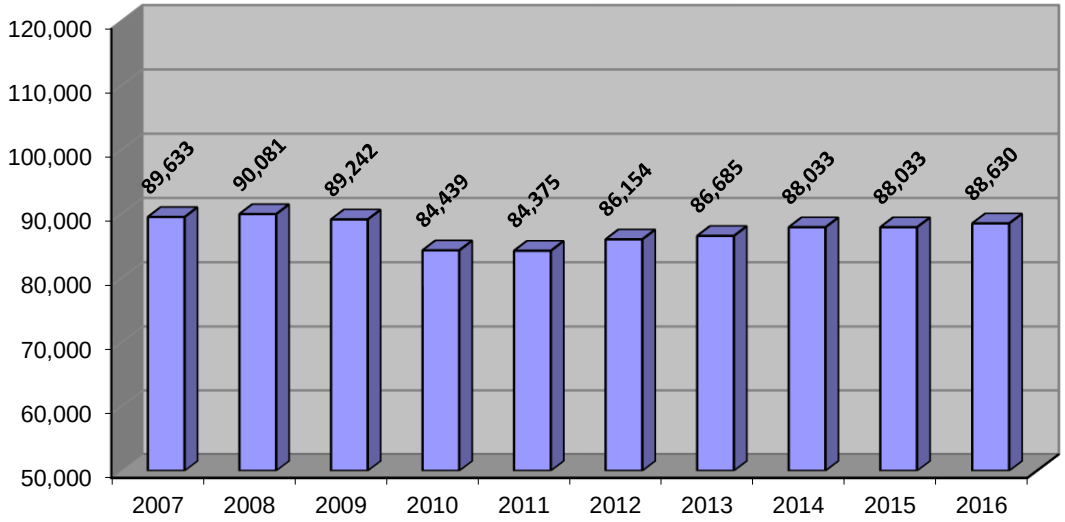
Sunrise offers its residents a variety of attractive, well-maintained neighborhoods - from private gated golf-course communities to quality rental properties. Sunrise also continues to provide its growing population with first class services, and is a recognized leader in providing quality-of-life facilities for residents. The City offers a wide variety of recreational opportunities, including a soccer club, a golf course, a tennis club, playgrounds and municipal swimming pools - as well as a Senior Center and a Civic Center complex featuring a 300-seat theatre, an art gallery and banquet facilities. Sunrise is also home to eleven public schools, one charter school, two post offices and a public library.

Today, Sunrise boasts its own flourishing job market and has emerged as a leader in the county in commerce, having developed the largest corporate office park in South Florida. From humble beginnings, Sunrise has also grown into a sophisticated city of culture - offering residents and visitors abundant opportunities to experience art, theatre, fine dining and first-class entertainment.

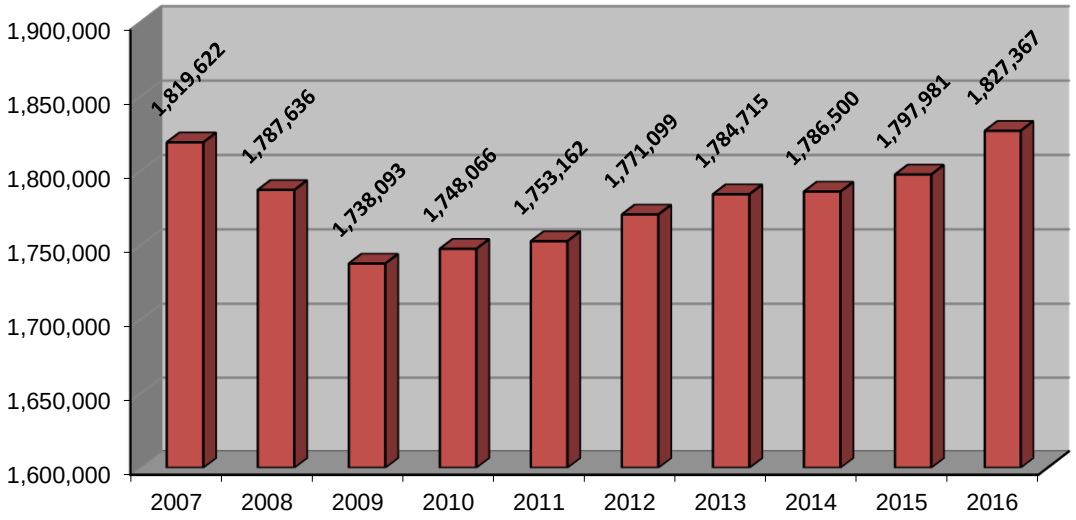
DEMOGRAPHICS

The City of Sunrise is located in the west-central region of Broward County, Florida. The 2010 Census showed a decrease in the population of the City due to the economic downturn. Current data shows that the city has had a 4.9% population increase since 2010 and is trending towards 2008 population numbers. The population is expected to increase over the next several years. Population data, as illustrated below, was based on information obtained from Broward County, the U.S. Census Bureau, and the Bureau of Economic and Business Research at the University of Florida. The population numbers for 2016 are estimates.

City of Sunrise Population



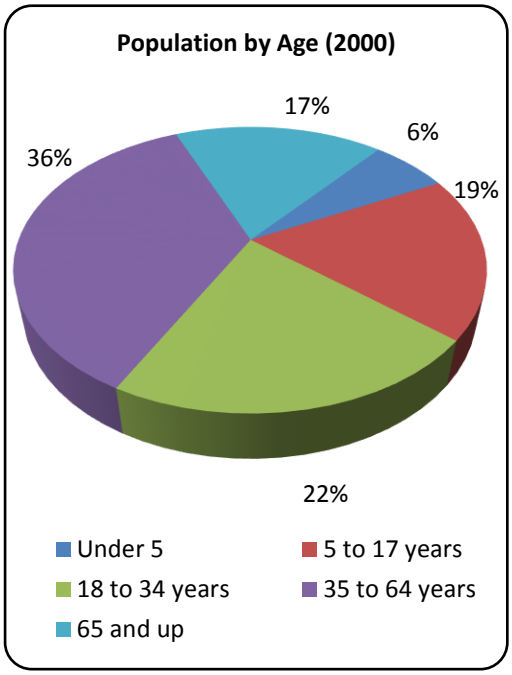
Broward County Population

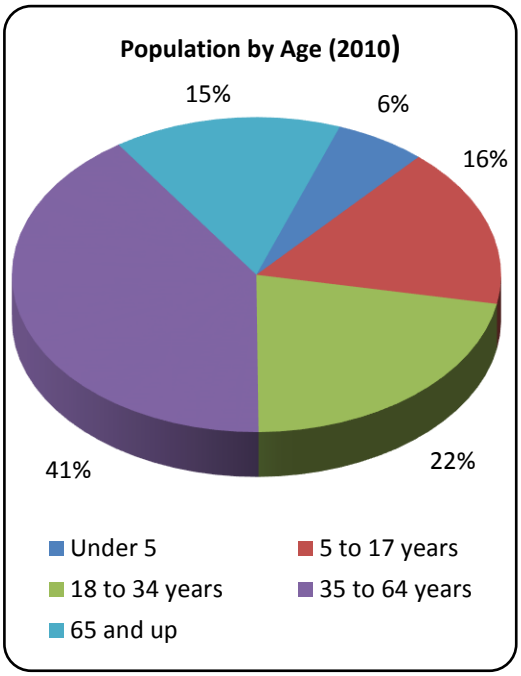


The graph above illustrates that the population in Broward County peaked in 2007 and bottomed out at 1,738,093 in 2009. Since then, Broward County has had moderate increases in population and has surpassed 2007 numbers. The population numbers for 2016 are estimates.

DEMOGRAPHICS

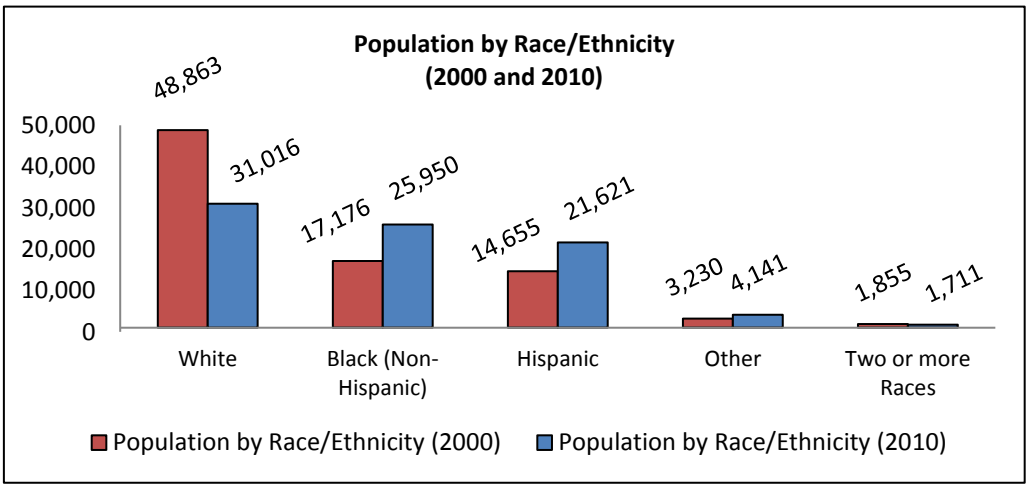
Population by Age





Based on U.S. Census data, from 2000 to 2010, the comparison of age in population changed slightly. Ages 5 to 17 years decreased by 3% and ages 65 years and up decreased by 2%, while ages 35 to 64 increased by 5%. Age groups under 5 years and ages 18 to 34 years remained the same. As of 2010, the median age was 38.4 years, while females represent 53.5% of the population and males represent 46.5% of the population.

Population by Race/Ethnicity

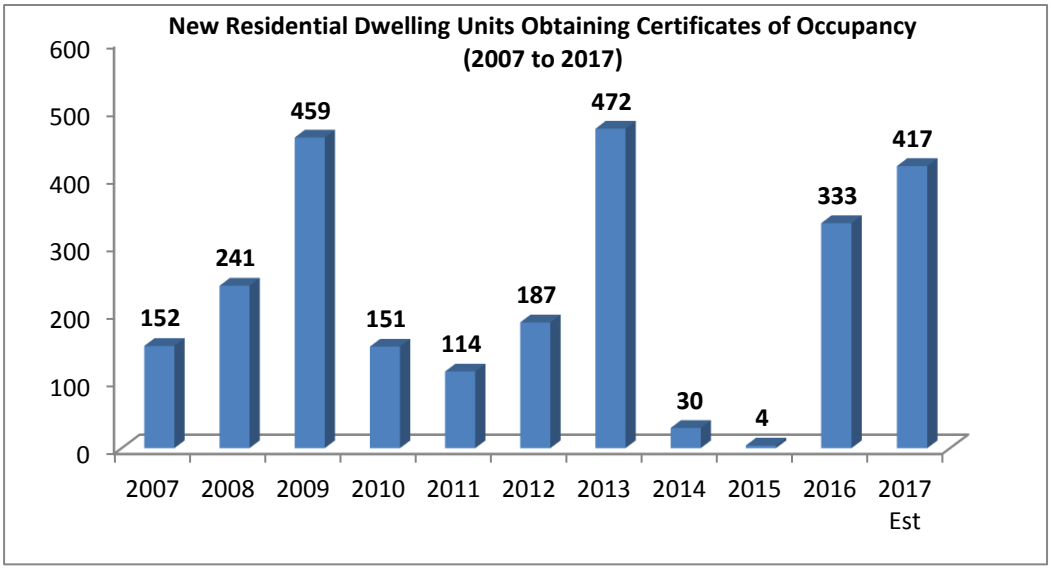


Additionally, from 2000 to 2010, the comparison of race/ethnicity in population shifted. The predominant race/ethnicity in the City was White at 57% and 37%, respectively. Black (Non-Hispanic) population increased from 20% and 31%, followed by Hispanic population from 17% and 26% respectively.

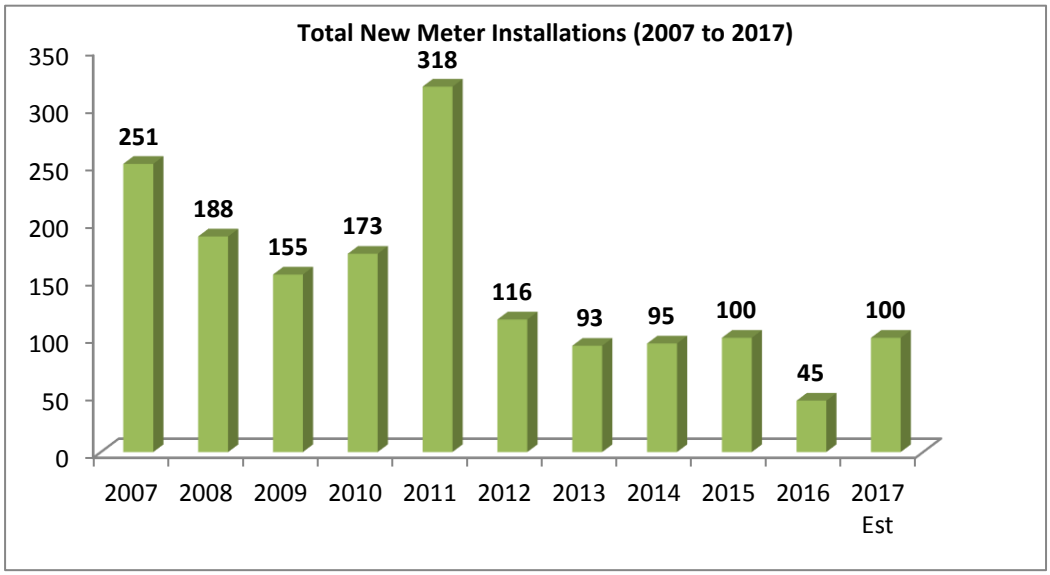
DEMOGRAPHICS

City Developments

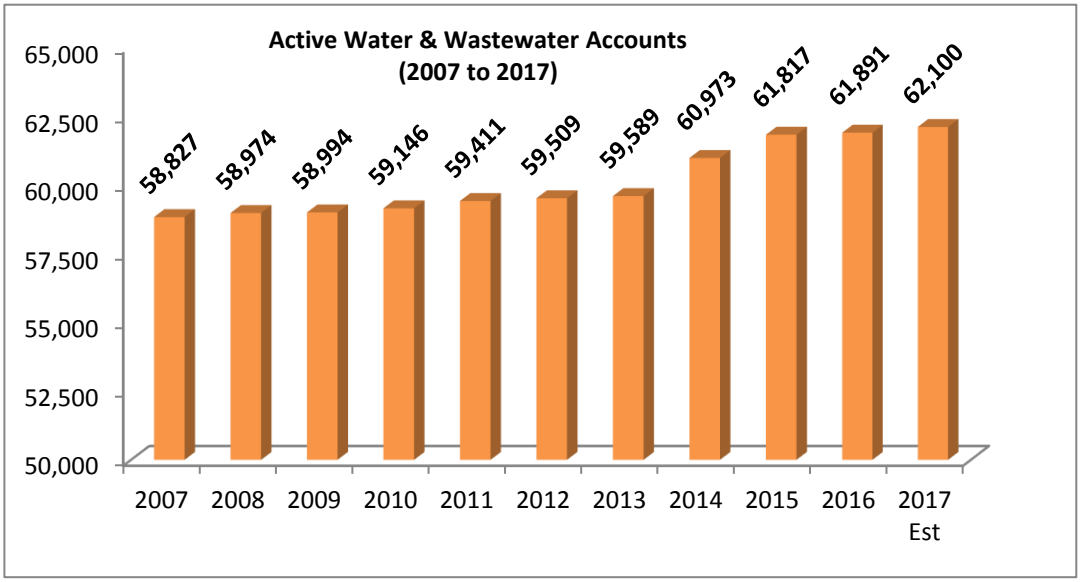
During the late 1990's and early 2000's, Sunrise experienced an increase in single family and multi-family construction throughout the western part of the City. However, due to the limited availability of land in the City, recent residential development has primarily been multi-family. The peaks in 2009 were due to the Artesia and Tao developments, and the Nexus development in 2013. In FY 2016, the AMLI development was completed adding 327 multifamily residential units to Western Sunrise. Over the next three years, the City expects the first residential condominiums associated with the Metropica development and the neighboring Portico development to be completed, as well as the final build-out of the Artesia development.



Besides providing water and wastewater service to the citizens of Sunrise, the City also provides service to portions of Davie, Southwest Ranches, Weston and unincorporated Broward County. The City anticipates an increase in the number of meter installations and new accounts from FY 2016 to FY 2017 due to growth in multi-family housing units being completed.



DEMOGRAPHICS



Economic Outlook

The City of Sunrise is currently experiencing a significant amount of growth in the western portion of the City. American Express is constructing a 400,000 square foot office campus which will house over 3,200 employees and is expected to be completed in early 2017. In addition, the Sawgrass Mills Mall is currently constructing a 1,691 space parking garage and has plans to further expand its retail area and construct an additional parking garage. Also under construction is Portico, a 417 unit apartment complex. The Metropica project has begun development of a 263 unit residential tower, which is the first of eight high-rise residential towers planned. Metropica plans to construct approximately 2,000 residential units, 650,000 square feet of office space, and 480,000 square feet of commercial property.

PRINCIPAL EMPLOYERS

The City is home to numerous locally-based and national employers. The data below shows a breakdown of the largest employers in the City as published in the City's Comprehensive Annual Financial Report (CAFR), year ending September 30, 2015.

- As noted in the table below, Broward County School Board ranks first with the largest number of employees within the City.
- The Healthcare industry is responsible for approximately 7.3% of the workforce of the City's top ten largest employers.

CITY OF SUNRISE
PRINCIPAL EMPLOYERS
CURRENT YEAR AND NINE YEARS AGO

	2015			2006*		
EMPLOYER	**EMPLOYEES**	**RANK**	**PERCENTAGE OF TOTAL CITY EMPLOYMENT**	**EMPLOYEES**	**RANK**	**PERCENTAGE OF TOTAL CITY EMPLOYMENT**
Broward County School Board	1,062	1	2.18%	-	-	-
City of Sunrise	985	2	2.03%	-	-	-
Coventry Healthcare of Florida	900	3	1.85%	-	-	-
United Healthcare	750	4	1.54%	750	2	1.50%
Mednax National Medical Group	600	5	1.23%	400	5	0.80%
Sheridan Health	500	6	1.03%	250	10	0.50%
Centene Healthcare	450	7	0.93%	-	-	-
Team Health	350	8	0.72%	-	-	-
Comcast	350	9	0.72%	-	-	-
Cross Country Services	340	10	0.70%	-	-	-
ABN Amro Financial	-	-	-	824	1	1.73%
Bell South	-	-	-	500	3	1.00%
Foundation Healthcare	-	-	-	400	4	0.80%
BHA Engineering	-	-	-	325	6	0.65%
Nortel	-	-	-	300	7	0.60%
Precision Response	-	-	-	300	8	0.60%
Sunrise Auto Mall	-	-	-	250	9	0.50%
Total	**6,287**		**12.93%**	**4,299**		**8.60%**

*2006 data does not include Public Sector employers.

Source: City of Sunrise Community Development Department and Broward County Public Schools.

PRINCIPAL PROPERTY TAXPAYERS

Ad Valorem, or property, taxes, are a main funding source for the City's General Fund. The data below shows a breakdown of the principal property tax payers in the City as published in the City's Comprehensive Annual Financial Report (CAFR), year ending September 30, 2015.

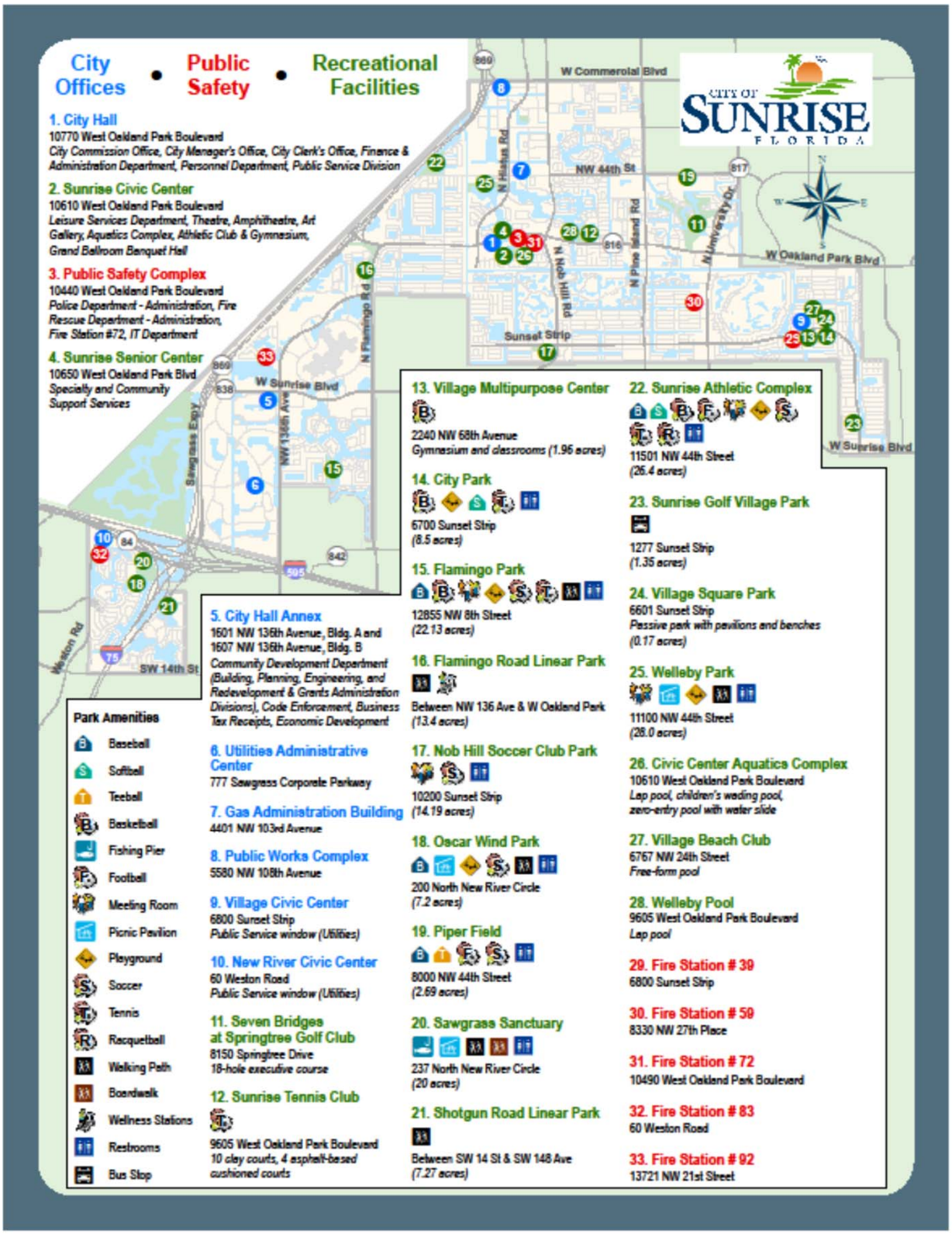
- As noted in the table below, the Sunrise Mills LT Partner is the largest property taxpayer with more than $300 million in taxable assessed value.
- Total taxable assessed value for the top ten taxpayers has increased by approximately 5.6% since 2006.

CITY OF SUNRISE
PRINCIPAL PROPERTY TAXPAYERS
CURRENT YEAR AND NINE YEARS AGO

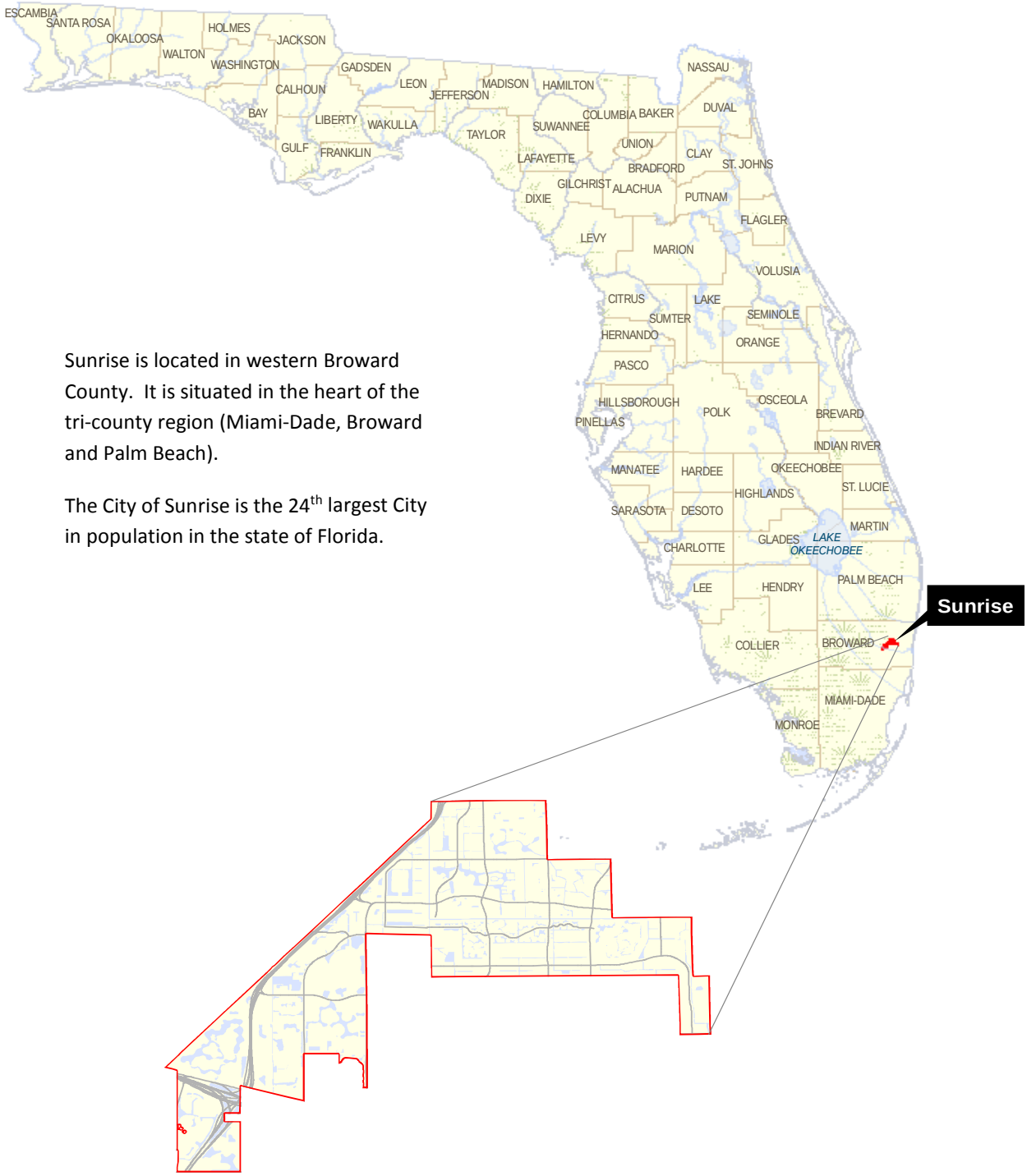
	2015			2006		
TAXPAYER	**TAXABLE ASSESSED VALUE**	**RANK**	**PERCENTAGE OF TOTAL CITY TAXABLE ASSESSED VALUE**	**TAXABLE ASSESSED VALUE**	**RANK**	**PERCENTAGE OF TOTAL CITY TAXABLE ASSESSED VALUE**
Sunrise Mills LTD Partner	$357,566,160	1	7.07%	$304,018,390	1	5.84%
Sunrise Village Development LLC	91,160,923	2	1.80%	-		-
Sawgrass Mills Phase III LP	88,611,480	3	1.75%	79,363,930	2	1.53%
Florida Power & Light Co	51,277,014	4	1.01%	37,454,857	10	0.72%
Fifteen Gap Sawgrass LLC	46,540,000	5	0.92%	-	-	-
Duke Realty Limited Partnership	46,424,550	6	0.92%	-	-	-
MGI Flamingo Palms LTD Partner	46,291,990	7	0.91%	51,674,840	6	0.99%
Liberty Property LTD Partnership	37,974,620	8	0.75%	-	-	-
CCRE SEF Sawgrass LLC	36,061,970	9	0.71%	-	-	-
F6 Sawgrass LLC	35,133,750	10	0.69%	-	-	-
N/S Sawgrass Office Associates LLC	-	-	-	66,320,500	3	1.27%
L/M #3	-	-	-	61,726,361	4	1.19%
Sunrise LLC	-	-	-	52,758,009	5	1.01%
Teachers Ins & Annuity Assn	-	-	-	50,040,280	7	0.96%
Sawgrass Lakes Center LLC	-	-	-	44,665,120	8	0.86%
Southern Bell Tel Co.	-	-	-	44,296,162	9	0.85%
Total	**$837,042,457**		**16.53%**	**$792,318,449**		**15.22%**

Source: Broward County Revenue Collection Division

CITY FACILITIES AND AMENITIES



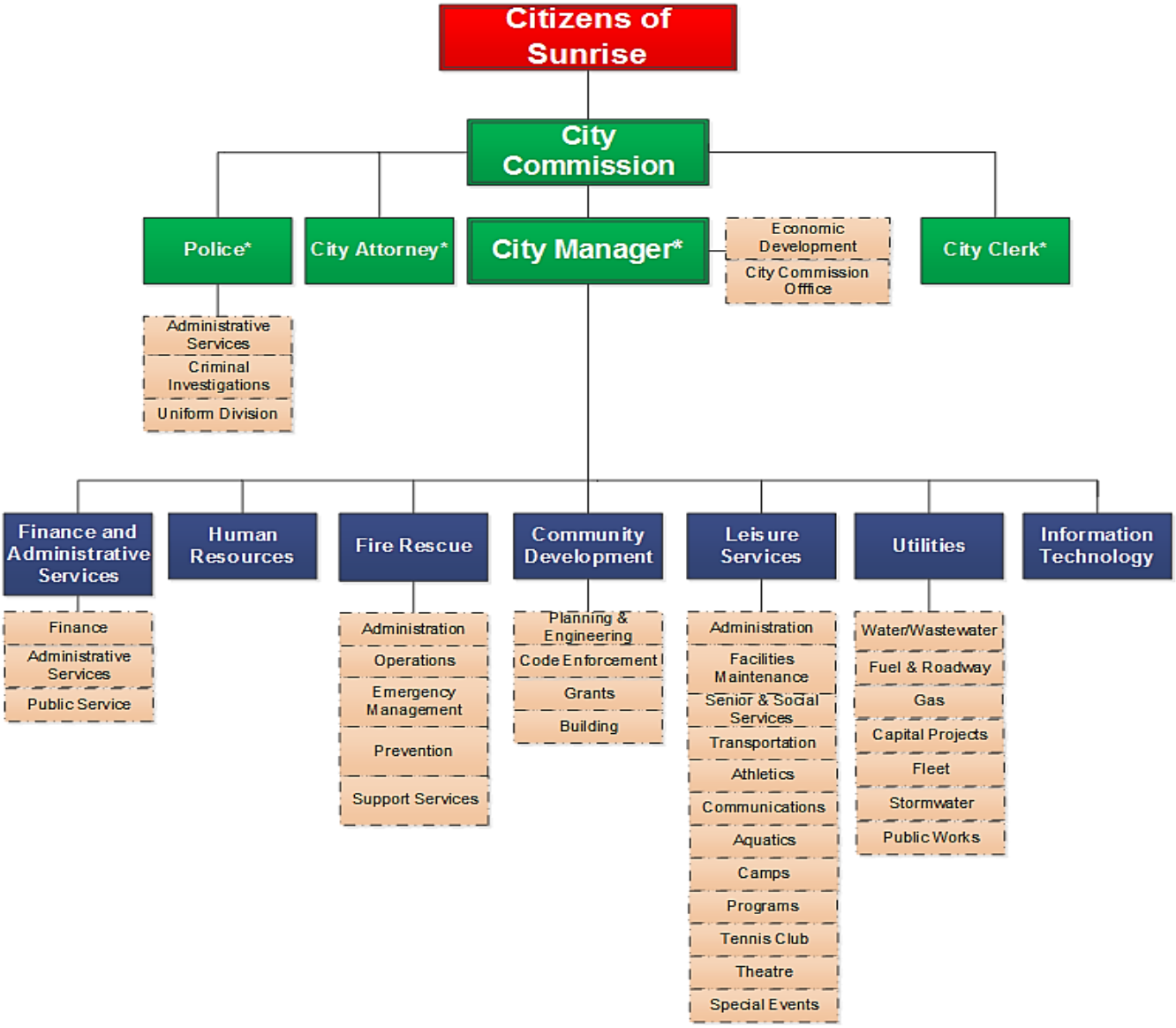
LOCATION



Sunrise is located in western Broward County. It is situated in the heart of the tri-county region (Miami-Dade, Broward and Palm Beach).

The City of Sunrise is the 24th largest City in population in the state of Florida.

GOVERNMENT STRUCTURE



*** Charter Officer**

COMMISSION - MANAGER GOVERNMENT

The City of Sunrise is governed by a Commission-Manager form of government, which combines the political leadership of elected officials with the managerial experience of an appointed administrator. The City Commission consists of five members: the Mayor and four City Commissioners who are elected on a non-partisan basis to four-year terms. The City Commission exercises legislative powers that are consistent with the United States Constitution, the Florida Constitution, the Laws of the State of Florida, the City Charter, and City Ordinances and Resolutions. The City Commission is entrusted with policy-setting authority, the establishment of rules and regulations, adopting the annual budget, formulating goals and objectives, and making decisions that affect the quality of life in the community.

The City Manager is appointed by and is directly responsible to the City Commission. The City Manager carries out the policies that are enacted by the Commission and directs and coordinates the work of all City departments. The City Manager also prepares and presents the city's annual budget for Commission consideration. The Commission-Manager form of government affords the unification of authority and political responsibility of the elected City Commission and the centralization of administrative responsibility in a professional administrator.

Did You Know??

Sawgrass Mills Mall is the second most popular tourist destination in Florida after Disney World in Orlando, Florida.

COMPREHENSIVE PLAN

The City of Sunrise Comprehensive Plan was adopted in 1999 and amended in 2009 to satisfy the requirements of the Evaluation and Appraisal Report. Subsequently, there have been annual updates to the Five Year schedule of Capital Improvements Element, most recently in December 2014 with the adoption of a new Five Year Schedule of Capital Improvements. In March 2015, the Plan was amended to adopt a 10-Year Water Supply Plan and updates to the Infrastructure, Conservation and Intergovernmental Coordination Elements to support and implement the City's Water Supply Plan. In June 2016, the City commenced its Evaluation and Appraisal Update with associated comprehensive plan amendments program. This update is anticipated to be completed by the end of 2017.

The Comprehensive Plan has nine elements:

* Future Land Use
* Transportation
* Housing
* Infrastructure
* Conservation
* Recreation and Open Space
* Intergovernmental Coordination
* Public School Facilities
* Capital Improvements

FUTURE LAND USE

The Future Land Use Element (FLUE) of the Sunrise Comprehensive Plan outlines the principles and performance standards for the control and distribution of land development intensity and population densities. Statements of goals, objectives, and policies are intended to provide an effective framework for managing and directing the City's development. Existing land uses are evaluated and the proposed distribution, location, and extent of future land uses are designated on the Future Land Use Map (FLUM), which is consistent with the Broward County Land Use Plan. The City's Land Development Code implements the land use policies and restrictions of the FLUE and FLUM using the following land use categories:

Residential

Within the FLUE, residential uses are classified by ranges of density (maximum unit per acre). The FLUM allocates 3,083 acres (26% of the City's land area) for single-family residential use and 1,855 acres (16%) for multi-family residential use. Additionally, 4,550 residential units are allocated for development in the Local Activity Center and Transit Oriented Development mixed-use districts.

Commercial

The FLUM allocates 1,476 acres (12% of the City's land area) for commercial use. This includes the Sawgrass Mills Mall, which is scheduled to finish a new parking garage in Summer 2016.

Industrial/Office

Industrial uses comprise 1,350 acres (11% of the City's land). Sawgrass Corporate Park, the BB&T Center, and Sunrise Industrial Park are the largest properties with this land use designation. Additionally, 129 acres (1%) of land is designated as Office Park Use.

COMPREHENSIVE PLAN

Recreation and Open Space

The FLUM allocates 1,179 acres (10% of the City's land area) for recreation and open space and 211 acres (2%) for commercial recreation use. There are 23 City-owned parks totaling approximately 250 acres of land. Markham Park, a 667-acre regional park facility, is owned and operated by Broward County. The City also has one active golf course - Seven Bridges at Springtree, a 71-acre public course.

The FLUM allocates 207 acres (2% of the City's land area) for community facilities, which is primarily developed for educational facilities.

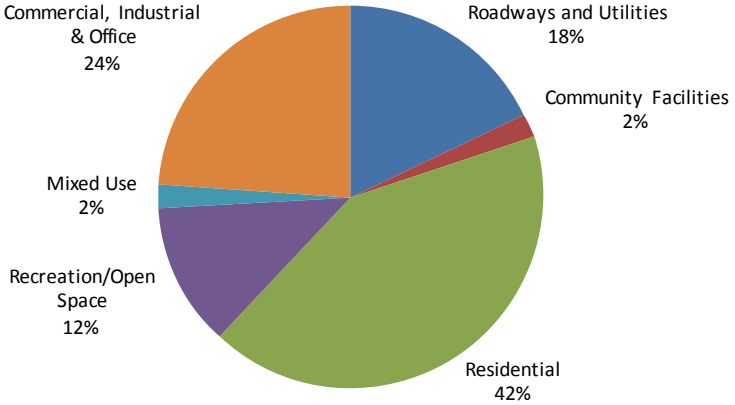
Utilities

There are approximately 95 acres (1% of the City's land area) designated for utilities within the City including 58 acres utilized by the City of Sunrise Springtree and Sawgrass Water and Wastewater Treatment plants.

Transportation

Approximately 6% of the City's land area is designated as transportation use (745 acres) that is part of the State of Florida's Strategic Intermodal System (SIS). This includes portions of Interstate 595, Interstate 75 and the Sawgrass Expressway (SR 869) that lie within the City limits. In addition, 1,317 acres (11% of City land) is public right-of-way for local and collector streets.

Future Land Use Designations



Recent analysis by the Community Development Department indicates that the City has 856 acres (7.3%) of vacant land available for development. Currently, the City has 88,630 residents. It is projected that by 2030, the City's population will increase by 14.7 percent to 96,705, primarily attributed to additional residential communities that are planned for development.

TRANSPORTATION

The Transportation Element is closely linked to the Future Land Use Element as the intensity of land use determines transportation needs and, in turn, the transportation system impacts the way land is used for the pace of development. The objective of the Transportation Element is to analyze the existing transportation conditions, identify trends and issues, project future demands, and recommend improvements to meet demands and provide accessibility to all land uses in a convenient and economical manner.

COMPREHENSIVE PLAN

HOUSING

The Housing Element identifies potential deficits in the supply of housing. The City of Sunrise is in a unique position to add to its housing stock while enhancing the quality of life for current residents. Through land development regulations supported by the Housing Element, appropriate plans and policies can be developed to accomplish the goal of a diversified, affordable, ample, and quality housing supply.

INFRASTRUCTURE

The purpose of this element is to provide for the public facilities necessary to service both the current and projected demands represented by future land use projections. The specific services addressed in this element are potable water, wastewater, solid waste, and drainage. The City of Sunrise provides water and wastewater services for over 215,000 residents in Sunrise and portions of Weston, Davie, and Southwest Ranches. The Infrastructure Element establishes levels of service for each utility (except gas).

CONSERVATION

The purpose of the Conservation Element is to promote the conservation and preservation of natural resources. The Florida Department of Environmental Protection has defined natural resources as rivers, lakes, wetlands, air, minerals, wildlife, and native vegetation. There are 245 acres of wetlands within the city limits. These include sites that are publicly and privately owned. Various federal, state, regional, and local agencies are responsible for programs, policies, and standards related to environmental protection and conservation within the City.

RECREATION AND OPEN SPACE

Recreation and open space is an important component of the community. Residential and commercial areas benefit from the various amenities associated with parks, recreation, and open space. The City has approximately 246 acres of municipal open space. In this Element, the City has established 3 acres per 1,000 residents as the level of service for park land.

INTERGOVERNMENTAL COORDINATION

The purpose of the Intergovernmental Coordination Element is to provide for coordination between the City, adjacent municipalities, Broward County, and regional, state, and federal governmental entities. This includes participation on the Broward Metropolitan Planning Organization (MPO) for long term transportation planning, implementation of the Interlocal Agreement with the Broward County School Board for school concurrency, and coordination with the South Florida Water Management District for long term water supply planning.

PUBLIC SCHOOL FACILITIES

This element addresses the level of service for public school facilities and coordination with the Broward County School Board.

CAPITAL IMPROVEMENTS

This element is updated annually to incorporate the Five-Year Capital Improvement Program (CIP) which identifies future public improvements tied to levels of service established in the other elements of the Comprehensive Plan.

LEGISLATIVE ISSUES

As a Home Rule city, Sunrise operates under powers granted by the Florida Legislature. Its ability to levy property taxes, operate a police force, regulate zoning, enact ordinances, choose the type of government it wants, and provide services to its residents all come with the adoption of a Home Rule Charter. However, even as a Home Rule city, Sunrise cannot enact any ordinances or resolutions that conflict with US or Florida law. The City pays close attention every year when the Legislature is in session and lobbies for or against proposals that may affect the City and the way it operates.

This past year, there were various bills and issues that were of interest to the City. The following are some of the issues that could affect the City:

Location of Utilities: Senate Bill 416 requires local governments, and not utilities, to bear the cost of relocating a utility's equipment if such equipment is located within a public utility easement. This bill became effective March 10, 2016.

Public-Private Partnerships: Senate Bill 124 amends the statutory framework that local governments must adhere to when engaging in public-private partnerships. The bill allows cities to rely on Home Rule authority to enter into public-private partnership agreements or follow the process in Florida Statutes. This crucial change encourages cities that have not undertaken a public-private partnerships project in the past to follow the state statute, but allows those experienced in this procurement method to rely on their established procedures. Local governments are now authorized to collect a fee, as determined by local ordinance, to cover the costs associated with reviewing unsolicited proposals. This bill became effective July 1, 2016.

Law Enforcement Body Cameras: House Bill 93 requires law enforcement agencies utilizing body worn cameras, to establish policies and procedures addressing; proper use, maintenance, storage of cameras, and data. This bill became effective March 24, 2016.

Building Codes: House Bill 535 is a comprehensive building code bill that makes several provisions to the Florida Building Code. The bill revises the training and experience requirements necessary to take the certification exams for building code inspector, plans examiner, and building code administrator. The bill authorizes local government building officials to issue phased permit for construction related to low-voltage landscape lighting. Local governments are prohibited from requiring payment of any additional fees, charges or expenses associated with providing proof of licensure as a contractor, recording a contractor license, or providing or recording evidence of workers' compensation insurance coverage. The bill also subjects a Building Official to disciplinary action if the official denied or revoked a permit without providing a reason for the denial. It also clarifies that an alarm system monitoring company is not liable for civil penalties or fines assessed or imposed by cities for failure to register an alarm system, dispatch to an unregistered user, or for excessive false alarms not attributed to alarm system monitoring company error or improper installation by the contractor or alarm system monitoring company. Finally, the bill requires cities to post building permit applications on their website and give applicants the option of submitting applications electronically. This bill became effective July 1, 2016.

These issues were raised during the 2016 Legislative Session, but did not become law:

Ad Valorem Assessments: House Bill 1345, would have amended the definitions of "fair market value" and "just value" for the purposes of assessment of property for property taxes. The bill did not make it out of committee.

LEGISLATIVE ISSUES

Communications Service Tax: Senate Bill 256 would have reduced the tax rates applied to the sales of communication services by 2.0 percent, a reduction in the general state rate from 4.92 to 2.92 and the rate on direct-to-home satellite services from 9.07 to 7.07 percent. The bill would have a negative reoccurring fiscal impact on municipalities, due to the reduction in revenues the state shares with local government. The bill did not make it out of committee.

Determination of Maximum Millage Rates: Senate Bill 1222 would have revised the method for computing the maximum millage for the purposes of adopting the millage for a city, county, or special district. Instead of using a rolled-back rate assuming the previous year's maximum rate was levied, the formula would have used the adopted millage for the prior year, adjusted for change in per capita Florida personal income. The formula change would have reduced the millage rate that could be adopted by a simple majority vote for many cities. The bill did not make it out of committee.

Firefighter and Paramedic Cancer Disability Presumption: Senate Bill 456 and House Bill 345 would have established a presumption for firefighters and paramedics' condition or impairment of health caused by certain types of cancer while in the line of duty. The bills would have grandfathered in approximately 40,000 current local governments firefighters from having to pass a physical examination. The bills would have resulted in significant increases in expenses for local governments workers' compensation and disability pension benefits. Neither bill made it out of committee.

The City continuously evaluates current and potential legislative issues and actively seeks ways to reduce impacts on service levels. The City has to constantly evaluate current services and differentiate needs versus wants in order to ensure an economically sustainable future.

Did You Know??

*The City of Sunrise is represented by **3** different members of the US House of Representatives.*

EMERGING ISSUES

City Green Plan

Sustainability has emerged as a management best practice for local, regional, state and federal governments, as well as the private sector. Sustainability, as a management practice, was defined in the 1987 United Nation's Brundtland Commission Report as considering environmental, economic and social equity in decision-making, and further defined sustainable development as that "which meets the needs of current generations without compromising the ability of future generations to meet their own needs."

For municipal business, sustainability is an approach to enhance efficiency through integration of environmental, economic and social considerations into programs, policy and planning. It is also a lens through which to engage the community – residents and businesses, in activities that reduce environmental impacts, conserve resources and save money, and contribute to making the community a healthy place to live, work, and play for current and future generations.

The City of Sunrise exhibited leadership by joining other communities in signing documents such as the US Mayors Climate Protection Agreement (circa 2005), the South East Florida Regional Climate Compact Mayor's Climate Action Pledge (2013), and the Resilient Communities for America Agreement (2013). In 2015, 195 nations from around the world made similar commitments by signing the Paris Accord on climate change. These documents call for measures to track and mitigate carbon emissions, conserve resources and enhance resiliency to sea level rise, severe weather, and drought.

A comprehensive Sustainability Master Plan will be developed to serve as a guidance document. The Plan will assess and articulate the City's goals and strategies and will track progress through annual updates. The Plan will provide a roadmap of strategic measures such as policies, procurement and operational protocols to integrate and institutionalize sustainability throughout municipal projects, programs and operations. The Plan will include a greenhouse gas (Ghg) inventory to establish a baseline and track Ghg reductions. These activities will address many of the priorities in the signatory documents mentioned above and are geared to support a healthy, vibrant, and resilient community.

Growing concerns around sea level rise, as well as goals of reducing reliance on foreign energy to support domestic security, have seen sustainability initiatives emphasize green building, energy efficiency and renewable energy, as well as the integration of climate adaptation and resiliency planning in land use, code, and infrastructure. Due to the potential for energy conservation to realize operational cost savings for the City, as well as to support the economic viability of our households and businesses – an aggressive approach to identifying opportunities for municipal financial savings through energy audits is recommended in the first year, along with activities to help our community realize similar savings. In addition, activities to engage the community in stewardship and resource conservation are planned.

City Mobility

The City has been planning a network of trails to provide pedestrians and cyclists with recreational opportunities within a safe alternative mode of mobility throughout the City. This can be described as creating a more "walkable" and "livable" community. There are existing trails throughout the City; however, the goal is to have a trail near most residential areas that are connected to a larger network. To accomplish this, the City has hired a consultant to provide a bicycle/pedestrian greenways and trails master plan.

EMERGING ISSUES

Complete Streets

There is a collective effort in the region to adopt Complete Streets Guidelines and apply this policy to all roadway projects. This includes projects involving new construction, reconstruction, retrofits, repaving, rehabilitation, or changes in the allocation of pavement space on an existing roadway, as well as those that involve new privately built roads and easements intended for public use. Complete Streets elements may be achieved through single projects or incrementally through a series of smaller improvements or maintenance and operation activities over time. The City will actively look for opportunities to repurpose rights-of-way to enhance connectivity for pedestrians, bicyclists, and public transit and will mainly focus on non-motorized connectivity improvements on services, schools, parks, civic uses, regional connections and commercial uses. Within the next two years, the City is expected to incorporate the Broward County Complete Streets Design Guidelines principles into all applicable plans, manuals, rules, regulations, and programs.

Future Water Issues

The City will require additional water supply within the next 15 years. The South Florida Water Management District (SFWMD), through its Water Availability Rule, capped any expansion of Biscayne aquifer water supply to that use which occurred in year 2006, thereby forcing utilities to obtain new or expanded supply from alternate water supply projects involving the Floridan aquifer, wastewater reuse, or through conservation projects. The C-51 reservoir is being planned for capture of wet weather flows, which would have otherwise been pumped to tide, to store and transmit during dry periods through existing canal networks from Palm Beach County south to Broward or Miami-Dade Counties. The City received $400,000 funding assistance for development of this project and is considering this as one of several potential alternatives. The City is also developing an aquifer storage and recovery project utilizing the two Floridan Aquifer wells installed in FY 2011/2012.

Reuse Projects

The City is required to implement wastewater reuse as a condition of its wastewater operating permits described in the City's 2009 Reuse Feasibility Report. Additionally, recent legislation passed in 2013 provided the opportunity for virtual reuse whereby a utility may contract with another for implementation of reuse in another utility's service area and receive reuse credit associated with that system. If the City does not construct reuse treatment and distribution, the City will violate specific permitting conditions in its Sawgrass and Springtree Wastewater Treatment Plant Operating License, which was renewed in 2014.

The City began planning for irrigational reuse in 2010 and is planning to install a new reuse distribution system within portions of the Sawgrass International Corporate Park (SICP) and Markham Park. This would provide 2 MGD distribution to reuse customers from the Sawgrass Treatment Facility. The City's initial modeling demonstrated about 96% offset credit could be received from reuse in this area. With passage of Senate Bill 444, utilities discharging treated wastewater through ocean outfalls will be required to reuse 60% of these flows by 2025. This legislation provides an opportunity for a utility to contract with another for implementation of reuse in that other utility's service area and qualify for the associated reuse credits by virtue of the investment. Reuse is strongly encouraged by SFWMD and the Florida Department of Environmental Protection (FDEP) as an alternate water source.

BUDGET PROCESS

The City's fiscal year runs from October 1st through September 30th. The Budget Process begins in February with budgetary planning and continues for the next several months with budget preparation until final budget adoption in September. The following are highlights of this year's Budget Process:

- Budget process began with training sessions to refresh City staff on the procedures of the budget process including entering line item requests into the Enterprise Resource Planning (ERP) system, providing requests above baseline operations on forms to include detailed understanding of need and benefits.
- Budget planning then commenced with a budget kickoff meeting with the departments which included discussing the budget due dates, important events, and instructions for all associated forms.
- Departments assisted each other and improved the budget process by evaluating the salary and grade of proposed positions (Human Resources), computer and communication purchases (Information Technology), vehicle and heavy equipment replacements (Fleet Services), capital improvement requests (all departments) and proper accounting structure (Finance).
- Departments submitted detailed budgets and justification for their requests. This included line item amounts, new capital outlay, program modifications, and capital improvement projects.
- The Finance & Administrative Services (FAS) staff analyzed line items, new program requests, capital outlay requests, and capital improvement project requests.
- The City Manager and FAS staff met with each department to review submissions. Then after meeting with all departments, recommendations were made to the City Manager.
- The City Manager and Finance & Administrative Services Director reviewed and finalized revenue and fund balance projections. The City Manager finalized his recommendations. The City Manager's Proposed Budget documents are produced for transmittal to the City Commission no later than August 1st.
- The City Commission holds two millage and budget public hearings in September.
- The City Commission concludes its budget review and approves what we call the FY 2016/2017 Adopted Annual Budget and Five Year Capital Improvement Program.

Budget Summary

The Proposed Annual Budget encompasses the following:

- Complies with State mandated tax revenue cap
- Provides that current revenues are sufficient to support current expenditures
- Maintains adequate general fund reserves
- Provides sufficient maintenance and replacement funding to ensure capital facilities and equipment are property maintained
- Maintains and also enhances the quality of programs/events that residents have become accustomed to
- Reorganizes some departments Citywide, both structurally and in funding, and proposes new positions as necessary

BUDGET PROCESS

Budget Adoption

The City Charter requires the City Manager to submit to the City Commission a Proposed Budget and a Five-Year Capital Improvement Program on or before August 1st. After the budget is presented, the City Commission may hold budget workshops to gain a better understanding of the Proposed Budget. After the workshops are held and any concerns of the City Commission are addressed, two public hearings are scheduled and held in September. For the budget to become effective, one ordinance and three resolutions must be passed. The ordinance adopts the Operating and Capital Improvement Budget and there are resolutions to adopt the operating millage rate for the Special Tax District #1, the debt service rate for the General Obligation Bonds, Series 2015, and the fire assessment fee.

Budget Amendments

From time to time, it becomes necessary to modify the adopted budget. The procedure for amending the budget depends on the type of change that is needed.

The first budget amendment occurs within the first few weeks of the fiscal year. The Ordinance grants the authority to reappropriate funds for encumbrances.

The City Commission, by ordinance, may make the following types of budget amendments:

Supplemental Appropriations - If during the fiscal year the Manager certifies that there are additional revenues available for appropriation, the Commission by Ordinance may make supplemental appropriations.

Emergency Appropriations - To meet a public emergency affecting life, health, property, safety or the public peace, the City Commission may make emergency appropriations. Such appropriations may be made by emergency ordinance. To the extent that there are no available unappropriated revenues, the City Commission may by such emergency ordinance authorize the issuance of emergency notes, which may be renewed from time to time, but the emergency notes and renewals of any fiscal year shall be paid not later than the last day of the fiscal year next succeeding that in which the emergency appropriation was made.

Reduction of Impending Deficits - If at any time during the fiscal year it appears probable to the City Manager that the revenues available will be insufficient to meet the amount appropriated, the City Manager shall report to the City Commission without delay, indicating the estimated amount of the deficit, any remedial action taken by the City Manager and recommendations as to any other steps to be taken. The City Commission shall then take action as it deems necessary to prevent or minimize any deficit; and for that purpose, it may by ordinance reduce one (1) or more appropriations.

Transfer of Appropriations - At any time during the fiscal year, the City Manager may transfer part or all of any unencumbered appropriation balance among programs within a department, office or agency. Upon written request approved by the City Commission, the City Manager may transfer part or all of any unencumbered appropriations balance from one (1) department, office or agency to another.

The Budget Amendments are available to the public on the City's website www.sunrisefl.gov.

FY 2016/2017 BUDGET CALENDAR OF EVENTS

Date	Event	Participant(s)
March 2016	***Commencement of FY 2016/2017 Budget Development Process***	
Monday, March 7, 2016	Budget Kickoff 3:00 p.m. - 4:00 p.m.	City Manager, Department Directors, Departments, & Budget Staff
Wednesday, March 9, 2016	Budget Training - Morning Session 9:00 a.m. - 12:00 p.m.	Departments & Budget Staff
Thursday, March 10, 2016	Budget Training - Afternoon Session 1:30 p.m. - 4:30 p.m.	Departments & Budget Staff
April 2016	***Budget Requests Due***	
Friday, April 8, 2016	Budget Line Item Entry Due	Departments
Friday, April 8, 2016	Revenue Projections/Calculations Worksheet Due	Departments
Friday, April 15, 2016	Department/Division Narrative Form Due	Departments
Friday, April 15, 2016	Organizational Chart Markups Due	Departments
Friday, April 29, 2016	Program Modification-Supplemental Request Due	Departments
Friday, April 29, 2016	Capital Outlay Request Due	Departments
Friday, April 29, 2016	5-Year Equipment Replacement	Departments
Friday, April 29, 2016	5-Year Capital Improvement Requests Due	Utilities/Capital
May 2016	***Budget Office Review & Assemble Budget***	
May 2 - May 26, 2016	Budget Office Review Submissions & Meet with Departments	Departments & Budget Staff
May 27, 2016	Budget Packages Due to City Manager and Department Directors	Budget Staff
June 2016	***City Manager Budget Review***	
June 16 - June 24, 2016	Budget & 5-Year Capital Improvement Plan Review with City Manager	City Manager, Department Directors, Departments, & Budget Staff
July 2016	***Budget Office Finalize Proposed Budget & Revenues***	
July 12, 2016	City Commission Sets Property Tax Millage Rate, Fire Assessment Rate, & Voted GO Debt Rate	City Commission, City Manager & Budget Staff
July 29, 2016	Deliver Proposed Budget to City Commission, City Manager & Publish	Budget Staff
September 2016	***Public Hearings***	
September 14, 2016	First Public Hearing on Budget/Millage Adoption & Special Tax District, Final Hearing on Fire Assessment, & Voted GO Debt Rate	City Manager, Department Directors, Departments, & Budget Staff
September 28, 2016	Second Public Hearing on Budget/Millage Adoption & Special Tax District & Voted GO Debt Rate	City Manager, Department Directors, Departments, & Budget Staff
October 1, 2016	***First Day of Fiscal Year 2016/2017***	

BUDGETARY BASIS

Basis of accounting refers to the point at which revenues or expenditures are recognized in the accounts and reported in the financial statements. All governmental funds are accounted for using the modified accrual basis of accounting. Revenues are recorded when they become measurable and available. Expenditures are recorded when a liability is incurred. The basis of budgeting for these funds is the same as the basis of accounting in the City's audited financial statements.

All enterprise and internal service funds are accounted for using the accrual basis of accounting. Revenues are recognized when earned and expenses are recognized when a liability is incurred. The basis of budgeting for these funds is the same as the basis of accounting used in the City's audited financial statements.

In all cases (General Governmental and Enterprise Funds), when goods and services are not received by year end, the encumbrances lapse.

The City maintains financial records in accordance with Generally Accepted Accounting Principles (GAAP), applied to governmental units as dictated by the Governmental Accounting Standards Board (GASB), the Financial Accounting Standards Board (FASB), and the Uniform Accounting System presented by the Florida Department of Financial Services.

FINANCIAL POLICIES

The City of Sunrise Budgetary and Financial Policies provide the basic framework for the overall fiscal management of the City. Some of these tenets can appear to be little more than common sense, barely worthy of the effort necessary to set them forth. On the other hand, they are guidelines, which determine whether or not specific requests, no matter how meritorious, ever reach implementation. When a department seeks the financial support from the Commissioners, it is best for all concerned that the framework for making decisions be clearly understood.

The policies consist of: operating, revenue, cash management and investments, reserve, capital improvements program, accounting and financial reporting, organizational, and financial stability. These policies are used in the development of current activities and planning for future programs. They are reviewed at least annually and updated as needed.

Balancing the Budget

The City will live within its means. All departments supported by the resources of the City must function within the limits of the financial resources identified or available specifically to them.

Therefore, the City shall annually adopt a balanced budget where available and anticipated resources are equal to, or exceed, operating expenditures. Any increase in expenses, decrease in revenues, or combination of the two that result in a budget imbalance will require budget revision, rather than spending unappropriated surpluses or designated reserves to support ongoing operations.

A balance must be struck between revenues and expenditures, so that the public can realize the benefits of a strong and stable government. It is important to understand that this policy is applied to budget entities over periods of time, which extend beyond current appropriations. By law, budgets cannot exceed available resources, which is defined as revenues generated in the current period added to balances carried forward from prior years. Temporary shortages, or operating deficits, can and do occur, but they are not tolerated as extended trends. The City cannot develop a legacy of shortages or a legacy of missing one-time resources and expect to continued delivery of services, the very reason for which it exists.

FINANCIAL POLICIES (continued)

Operating Budget Policies

- The City's budget will support City Commission goals, objectives and policies in meeting the needs of the community.
- The City will continue to support a scheduled level of maintenance and replacement of its infrastructure and fleet.
- The City will continuously evaluate its service delivery system according to established efficiency and effectiveness criteria.
- The City will evaluate its use of intergovernmental service contracts to preclude unwarranted duplication of service in overlapping jurisdictions and assure an effective and efficient service delivery system to the community.
- The City will comply with mandatory Federal, State, and local laws and, when appropriate, will comply with industry and professional requirements or standards.
- The operating impacts of the Capital Improvements Program (CIP) projects will be reviewed prior to any project being included in the CIP budget.
- The City will develop and maintain accounting and budgetary control systems to adequately safeguard the assets held in public trust.
- The City will prepare a balanced budget; where each fund's revenues plus other sources equal its expenditures/expenses plus other uses.
- Transfer of funds between personnel services, operating and capital outlay categories is discouraged.
- To the extent possible, current operations will be funded by current revenues. The use of unencumbered prior period balances in all funds shall be scrutinized and carefully limited.
- The City will consider General Fund requests for new or expanded programs during the course of the regular budget process.
- The City will attempt to maintain a diversified and stable revenue system to avoid reliance on any one revenue source and will attempt to minimize the dependence on property taxes.
- The City will pursue alternative revenue sources as an additional source of funds.
- The City will establish all user charges and fees to recover the partial or full cost of providing a service. Sufficient user charges and fees shall be pursued and levied to support the full cost (operating, direct, indirect, and capital) of operations.
- Market rates and charges levied by other public and private organizations for similar services should be considered when establishing tax rates, fees and charges.
- New ongoing operating costs will be funded with permanent, ongoing revenue sources; one-time operating costs are tied to one-time revenue sources to ensure fund balance integrity.
- New and expanded unrestricted revenue streams should be first applied to support existing programs prior to funding new or expanded programs.
- The City will pursue Federal, State, and local grants but will strictly limit financial support of these programs to avoid commitments which continue beyond funding availability.
- General Fund expenditures for mandated and priority programs are to be made against current revenue sources, and not dependent upon uncertain reserves or fluctuating prior period cash balances.

FINANCIAL POLICIES (continued)

- Special Revenue Funds are supported by special levies and fees, grants or intergovernmental revenues. Expenditures in these funds are strictly limited to the mandates of the funding source. Special Revenue Funds are not to be used to subsidize other funds, except as required or permitted by program regulations.
- Enterprise Funds are expected to derive at least 50% of their revenues from charges and user fees. Enterprises should strive to become self-supporting entities through periodic reviews of its fee structure, charges for services, and other operating revenues and expenditures.

Cash Management and Investment Policies

- The City will follow its adopted investment/portfolio policy when handling public funds. The investment/portfolio policy is contained in a separate document.
- The City will collect revenues aggressively, including past due bills of any type and may utilize an outside collection agency to accomplish this.
- The City will deposit all funds within forty-eight (48) business hours of receipt, with the exception of business tax receipts and any payments received on a Thursday or Friday as these are not deposited until the following week.
- The Finance and Administrative Services Department will prepare and present an investment report to the City's Commission on a quarterly basis to review the City's investment/portfolio activities.

Debt Policies

- The City will seek to maintain its insured bond ratings to minimize borrowing costs.
- The City will review and evaluate its existing debt obligations and future borrowing needs annually.
- The City will not issue long term debt to finance current operations.
- The City will publish and distribute an official statement for each bond and note issued.
- The City will adhere to the bond covenant requirements of each debt issuance.
- Capital projects financed by the issuance of bonded debt will be financed for a period not to exceed the expected useful life of the project.

Reserve Policies

- The City will maintain a General Fund Contingency Fund equal to 15 percent of audited actual operating expenditures in the most recent year available. The reserve will be used by the City in the event of disasters, emergencies or other exigent circumstances.
- The City will maintain a General Fund Revenue Stabilization account equal to 5 percent of audited actual operating expenditures in the most recent year available. The account will be used by the City to identify, reserve and accumulate unexpended General Fund resources in order to mitigate impacts of future General Fund revenue shortfalls.

Capital Improvements Program (CIP) Policies

- The City will develop and update a five-year Capital Improvements Program on an annual basis.
- In the development of the Capital Improvements Program, the City will review the operational impact of each project.

FINANCIAL POLICIES (continued)

- The operating impact of each capital project shall be incorporated into annual operating budgets. Capital assets shall be purchased and maintained on a regular schedule. Within legal limits and the constraints of operating budgets, debt may be issued for the purchase of capital assets, including major renovations.

Accounting and Financial Reporting Policies

- An independent audit will be performed annually with the subsequent issue of an official annual financial statement.
- The City will produce comprehensive annual financial reports in accordance with Generally Accepted Accounting Principles (GAAP) as promulgated by the Governmental Accounting Standards Board (GASB) within 180 days of the end of the fiscal year.
- The City will maintain an accounting and financial reporting system that conforms to GAAP and State laws.

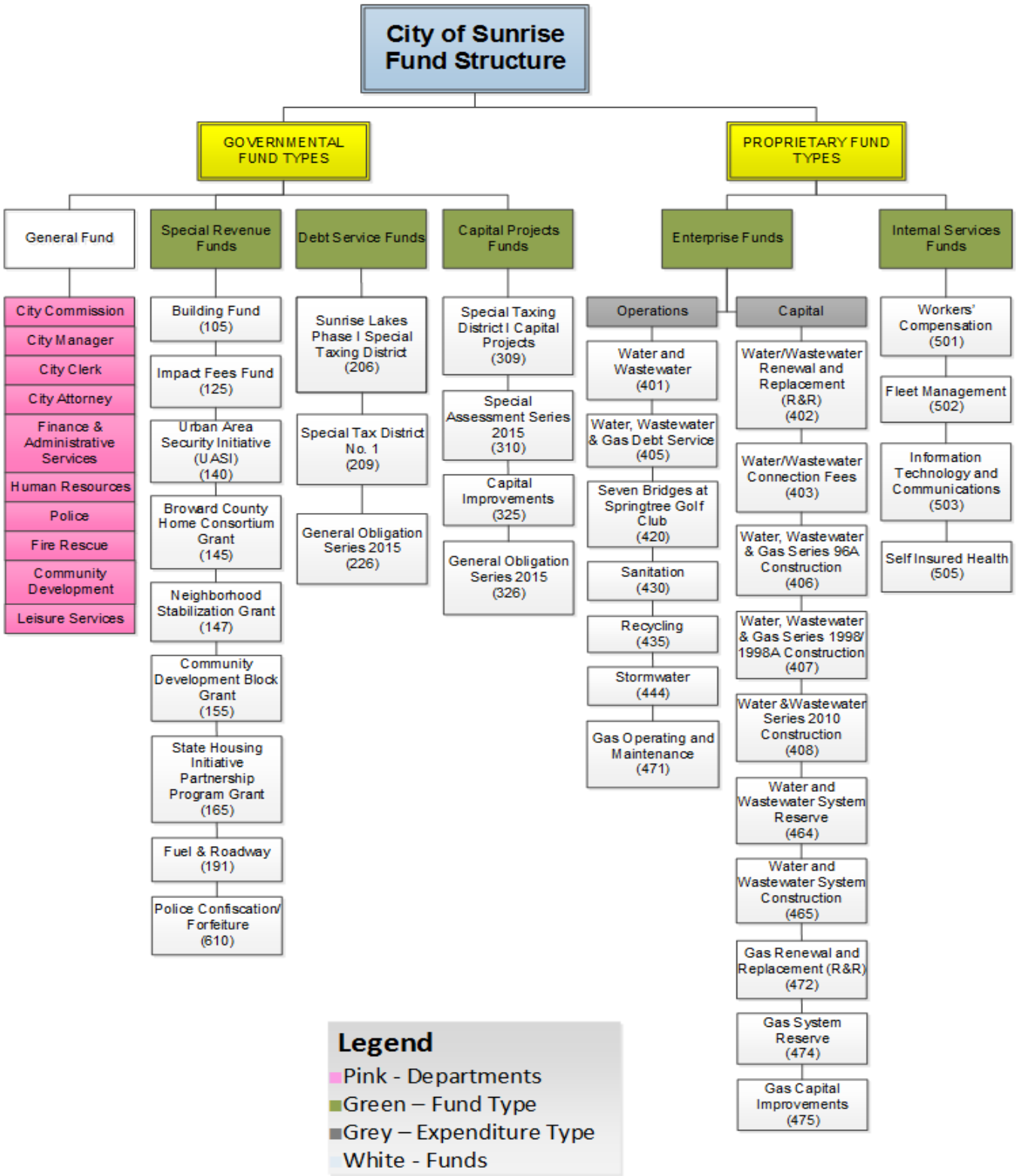
Organizational Policies

- The City will review the organizational structure regularly to assure that residents receive the highest level of service in the most efficient manner.
- The City will be committed to maintaining and improving the productivity of staff through a productive working environment, appropriate equipment, necessary training, and adequate supplies and materials.
- Employee compensation will be reviewed regularly to ensure the City is competitive with comparable public entities.

Financial Stability Policies

- The City will review and evaluate its existing debt obligations and future borrowing needs annually.
- The City will prepare and update its Five-Year Capital Improvements Program annually.
- The City will continuously monitor revenues and expenditures to ensure responsible fiscal management of the City.

FUND STRUCTURE



FUND DESCRIPTIONS

Governmental accounting systems should be organized and operated on a fund basis. Individual resources are allocated to, and accounted for, in separate accounting entities-identified as funds-based upon the purposes for which they are to be spent and the means by which spending activities are legally controlled.

Governmental units should establish and maintain those funds required by law and sound financial administration. Only the minimum number of funds consistent with legal and operating requirements should be established because unnecessary funds result in inflexibility, undue complexity, and inefficient financial administration.

Individual funds are classified into three broad categories: Governmental, Proprietary, and Fiduciary. The City of Sunrise does not utilize any Fiduciary Fund Types. Below is an outline of the City's various funds and fund types.

GOVERNMENTAL FUND TYPES

Governmental Fund Types are subdivided into four sections: ***General Fund, Special Revenue Funds, Debt Service Funds, and Capital Projects Funds.***

General Fund - Accounts for all financial resources not required by law or administrative action to be accounted for in another fund.

Special Revenue Fund - Account for the proceeds of revenue source(s) that are restricted or committed to expenditures for specified purposes.

Debt Service Fund - Account for the accumulation of resources for, and the payment of, principal and interest.

Capital Project Fund - Account for financial resources to be used for the acquisition or construction of major capital outlays.

- FUND 001 - GENERAL FUND (MAJOR FUND)
  The General Fund of a municipal organization serves as the primary reporting mechanism for day to day governmental operations. The major sources of revenue for the General Fund include: ad valorem taxes, franchise fees, charges for services and intergovernmental revenues. The departments funded within the General Fund include: City Commission, City Manager, City Clerk, City Attorney, Finance & Administrative Services, Human Resources, Police, Fire Rescue, Community Development, Leisure Services, and Non-Departmental.

- FUND 105 - BUILDING FUND
  This fund accounts for the receipts of building permit fees and expenditures to support the operations of this fund to enforce Florida's building code.

- FUND 125 - IMPACT FEES FUND
  This fund accounts for the receipts and disbursements of impact fees received from developers pursuing construction within the City limits.

FUND DESCRIPTIONS

- FUND 140 - URBAN AREA SECURITY INITIATIVE (UASI) GRANT FUND
  This fund provides funding from the U.S. Department of Homeland Security (DHS), through the Office of Grants and Training (OG&T) to the Fort Lauderdale Urban Areas through the Urban Area Security Initiative (UASI) Grant Program. This grant program is designed to enhance and quantify the preparedness of the nation to combat terrorism. Funding is provided to address unique equipment, training, planning, and exercise needs and is administered by the Police Department.

- FUND 145 - BROWARD COUNTY HOME CONSORTIUM GRANT FUND
  This fund accounts for the receipt and disbursements of the Broward County Home Consortium grant funding and is administered by the Community Development Department.

- FUND 147 - NEIGHBORHOOD STABILIZATION GRANT FUND
  This fund accounts for funding provided by the Housing and Economic Recovery Act of 2008 (HERA) to address foreclosures and abandoned properties within the City. This fund accounts for the receipt and disbursement of Neighborhood Stabilization grant funding and is administered by the Community Development Department.

- FUND 155 - COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) FUND
  This fund accounts for funding provided by the U.S. Department of Housing and Urban Development (HUD) to address housing and community development needs within the City. This grant fund is administered by the Community Development Department.

- FUND 165 - STATE HOUSING INITIATIVES PARTNERSHIP PROGRAM (SHIP) FUND
  This fund accounts for funds received from the State Housing Initiatives Partnership program (SHIP) for the purpose of providing affordable housing in the City. This grant fund is administered by the Community Development Department.

- FUND 191 - FUEL AND ROADWAY FUND
  This fund accounts for the receipt and distribution of Local Option Gas Taxes. Funds received are utilized to maintain and improve streets, roadways, median strips, and streetlights and are administered by the Utilities Department/Public Works Division.

- FUND 610 - POLICE CONFISCATION/FORFEITURE FUND
  This fund accounts for the administration of confiscated funds directly related to the daily activity of the City's Police Department.

- FUND 206 - SUNRISE LAKES PHASE I SPECIAL TAXING DISTRICT FUND
  This fund accounts for the assessment and other revenues which are pledged to secure the payment of debt service and other expenditures for the Sunrise Lakes Phase I Special Recreation District public bonds maturing on October 1, 2017.

- FUND 209 - SPECIAL TAX DISTRICT NO. 1 FUND
  This fund accounts for necessary infrastructure for the Sawgrass Mills Mall and the Residual Development, including expansion of the arterial roads. This district issued refunded bonds to finance acquisition, construction and improvement of right-of-ways, roads and roadways,

sanitary sewer facilities, water distribution facilities, stormwater drainage and storm sewer facilities, some of which are located in a right-of-way within the District and some of which benefit the District but are located in a right-of-way outside the District. Work located outside the District includes, but is not limited to, the acquisition of rights-of-way for and the construction of improvements of portions of Flamingo Road, 136th Avenue, and Sunrise Boulevard. Proceeds of the Series 2003 Bonds are to (1) finance the design, permitting and construction of the parking garage located at Sawgrass Mills Mall, and (2) fund additional public works improvements within and outside the boundaries of the District which benefit properties within the District.

- FUND 226 - GENERAL OBLIGATION SERIES 2015 DEBT FUND
  This fund accounts for the assessment and other revenues which are pledged to secure the payment of debt services and other expenditures for the issuance of the General Obligation Bond Series 2015.

- FUND 309 - SPECIAL TAXING DISTRICT I CAPITAL PROJECTS FUND
  This fund accounts for the construction of a parking garage and additional public works improvements for the district.

- FUND 310 - SPECIAL ASSESSMENT SERIES 2015 CONSTRUCTION FUND
  This fund accounts for the construction of two additional parking garages at the Sawgrass Mills Mall.

- FUND 325 - CAPITAL IMPROVEMENTS FUND
  This fund accounts for the revenues and expenditures of general capital improvement projects.

- FUND 326 - GENERAL OBLIGATION SERIES 2015 CONSTRUCTION FUND
  This fund accounts for the development, design, and construction of certain parks, recreation, and leisure projects citywide.

Proprietary Fund Types are subdivided into two sections: **Enterprise Funds and Internal Service Funds.**

Enterprise Funds- Account for operations (a) that are financed and operated in a manner similar to private business enterprises - where the intent of the governing body is that the costs of providing goods or services to the general public on a continuing basis be financed or recovered primarily through user charges; or (b) where the governing body has decided that periodic determination of revenues earned, expenses incurred, and/or net income is appropriate for capital maintenance, public police, management control, accountability, or other purposes.

- FUND 401 - WATER AND WASTEWATER FUND
  This fund accounts for the daily operations of Water/Wastewater. The Water & Wastewater function provides for the safe and efficient management of the City's water and sewer operations by assuring a continuous supply of clean water, assuring the collection, treatment, and disposal of sewage, and the servicing of all related infrastructure.

FUND DESCRIPTIONS

- FUND 402 - WATER/WASTEWATER RENEWAL AND REPLACEMENT (R&R) FUND
  This fund is used to account for repairs and maintenance to the City's water/wastewater systems as well as the replacement and enhancement of existing equipment, and other capital items related to the systems.

- FUND 403 - WATER/WASTEWATER CONNECTION FEES FUND
  This fund is used to account for capital expenditures of the Water/Wastewater system that relate to expansion of plants and/or line capacity. The revenues collected for either water or wastewater connection fees and can only be utilized in their respective areas.

- FUND 405 - UTILITIES DEBT SERVICE FUND
  This fund is used to account for transfers from the Water/Wastewater operating and Gas operating funds for the purpose of providing required bond service payments and to record bond transactions.

- FUND 406 - WATER, WASTEWATER & GAS SERIES 96A CONSTRUCTION FUND
  This fund is used to account for Series 96A Bonds for the construction of utilities capital projects.

- FUND 407 - WATER, WASTEWATER & GAS SERIES 1998/1998A CONSTRUCTION FUND
  This fund is used to account for Series 1998/1998A Bonds for the construction of utilities capital projects.

- FUND 408 - WATER, WASTEWATER SERIES 2010 CONSTRUCTION FUND
  This fund is used to account for Series 2010 Bonds for the construction of utilities capital projects.

- FUND 420 - SEVEN BRIDGES AT SPRINGTREE GOLF CLUB FUND
  This fund is used to account for the daily operations and maintenance of the city owned Springtree Golf Club.

- FUND 430 - SANITATION FUND
  This fund is used to account for the operations of the City's Sanitation program, consisting of regular garbage and bulk rate pickup provided by an outside contractor.

- FUND 435 - RECYCLING FUND
  This fund is used to account for the operations of the City's Recycling program, consisting of regular recycling pickup provided by an outside contractor.

- FUND 444 - STORMWATER FUND
  This fund accounts for the daily operation, maintenance, renewal, and replacement of the City's comprehensive flood control infrastructure.

- FUND 464 - WATER AND WASTEWATER SYSTEM RESERVE FUND
  This fund is established to separately account for the accumulation of financial resources for the Water/Wastewater Enterprise. This reserve fund is established to provide operating reserves as

mandated by bond covenants, provide funding for Capital Improvement Projects, and to reserve funding for emergency events and unanticipated operational needs.

- FUND 465 - WATER AND WASTEWATER CAPITAL FUND
  This fund is established to separately account for the development and construction of annual capital improvement projects associated with the Water and Wastewater Utility.

- FUND 471 - GAS OPERATING AND MAINTENANCE FUND
  This fund accounts for the daily operations of Gas utilities. The Gas function provides for the safe and efficient management of the City's Natural Gas Operations, assuring a continuous supply of clean energy, and servicing of gas equipment and appliances for residential and commercial customers.

- FUND 472 - GAS RENEWAL AND REPLACEMENT (R&R) FUND
  This fund is used to account for repairs and maintenance to the City's gas utility systems as well as the replacement and enhancement of existing equipment, and other capital items related to the system.

- FUND 474 - GAS SYSTEM RESERVE FUND
  This fund is established to separately account for the accumulation of financial resources for the Gas Enterprise.

- FUND 475 - GAS CAPITAL PROJECTS FUND
  This fund is established to separately account for the construction of annual capital improvement projects associated with the Gas Utility.

- FUND 501 - WORKERS' COMPENSATION FUND
  This fund is used to account for the City's self-insurance program for workers' compensation. This fund is supported by administrative services charges.

- FUND 502 - FLEET MANAGEMENT FUND
  This fund is used to account for the operations of Fleet Services and the repairs and replacements of vehicles and equipment.

- FUND 503 - INFORMATION TECHNOLOGY (IT) AND COMMUNICATIONS FUND
  This fund is used to account for the acquisition of technology and communications related equipment and the operation of Information Technology.

- FUND 505 - SELF INSURED HEALTH FUND
  This fund is used to account for the City's self-insurance health program. This fund is supported by administrative services charges to city departments.

PROPERTY VALUE AND MILLAGE SUMMARY

Prior Year Final Gross Taxable Value After Value Adjustment Board Changes	**$5,728,890,338**	
Increase in Prior Year Taxable Value due to Reassessments	421,014,438	7.35%
Current Year Adjusted Taxable Value	$6,149,904,776	
Current Year Additions (i.e. New Construction, Additions & Improvements)	63,811,900	1.11%
Current Year Gross Taxable Value for Operating Purposes	**$6,213,716,676**	**8.46%**

	FY16 TAX RATE	FY17 ROLLED BACK RATE	FY17 PROPOSED TAX RATE	INCREASE (DECREASE) OVER FY16 TAX RATE	INCREASE (DECREASE) OVER ROLLED BACK RATE
Operating Millage	6.0543	5.6398	6.0543	0.0%	7.35%

	MILLS	REVENUE GENERATED GROSS	REVENUE GENERATED NET (4% Discount)
PROPOSED FY17 OPERATING MILLAGE	6.0543	$ 37,619,705	$ 33,553,610
CURRENT FY16 OPERATING MILLAGE	6.0543	$ 34,684,421	$ 33,123,622
ROLLED BACK RATE	5.6398	$ 35,044,119	$ 33,467,134
PROPOSED INCREASE OVER FY16 RATE	**0.0000**	**$ 2,935,284**	**$ 429,988**

Did You Know??

*The City of Sunrise has **NOT** raised the Ad Valorem Property Tax Millage Rate since Fiscal Year 2010.*

BUDGET SUMMARY

CITY OF SUNRISE - FISCAL YEAR 2016/2017

General fund	6.0543
Voted fund	0.3750
Voted fund	3.4887

ESTIMATED REVENUES		GENERAL	SPECIAL REVENUE	DEBT SERVICE	CAPITAL PROJECTS	ENTERPRISE	INTERNAL SERVICE	TOTAL ALL FUNDS
Taxes:	Millage per $1,000							
Ad Valorem Taxes	**6.0543**	$ 35,996,820	$ -	$ -	$ -	$ -	$ -	$ 35,996,820
Ad Valorem Taxes	**0.3750**	-	-	2,213,640	-	-	-	2,213,640
Ad Valorem Taxes	**3.4887**	-	-	2,547,560	-	-	-	2,547,560
Local Option, Use & Fuel Taxes		1,492,440	1,599,600	-	-	-	-	3,092,040
Utility Services Taxes		9,328,950	-	-	-	-	-	9,328,950
Communications Services Tax		2,992,900	-	-	-	-	-	2,992,900
Local Business Tax		2,265,000	-	-	-	-	-	2,265,000
Franchise Fees		9,891,860	-	-	-	-	-	9,891,860
Impact Fees		-	55,800	-	-	1,747,630	-	1,803,430
Special Assessments		10,156,410	-	626,830	-	-	-	10,783,240
Licenses & Permits		2,581,720	6,801,900	-	-	-	-	9,383,620
Intergovernmental Revenues		8,494,810	2,863,890	-	-	1,791,720	-	13,150,420
Charges for Services		22,268,190	37,240	-	-	134,751,900	27,588,720	184,646,050
Fines & Forfeitures		1,692,050	-	-	-	-	-	1,692,050
Miscellaneous Revenues		2,029,350	213,900	750	439,310	1,282,420	133,500	4,099,230
Internal Service Charges		7,224,500	-	-	-	1,442,960	-	8,667,460
TOTAL SOURCES		**$ 116,415,000**	**$ 11,572,330**	**$ 5,388,780**	**$ 439,310**	**$ 141,016,630**	**$ 27,722,220**	**$ 302,554,270**
Transfers In		5,304,570	920,310	-	-	1,357,260	-	7,582,140
Fund Balances/Reserves/Net Assets		-	3,746,420	73,000	3,517,310	23,011,030	500,000	30,847,760
TOTAL REVENUES, TRANSFERS & BALANCES		**$ 121,719,570**	**$ 16,239,060**	**$ 5,461,780**	**$ 3,956,620**	**$ 165,384,920**	**$ 28,222,220**	**$ 340,984,170**
EXPENDITURES								
General Government		30,122,380	164,290	-	278,410	-	27,922,220	58,487,300
Public Safety		76,258,360	9,226,210	-	-	-	-	85,484,570
Physical Environment		-	-	-	450,000	136,415,880	-	136,865,880
Transportation		765,650	3,391,850	-	2,939,000	-	-	7,096,500
Economic Environment		-	2,738,010	-	-	-	-	2,738,010
Culture & Recreation		12,295,610	51,000	-	139,210	2,035,380	-	14,521,200
Debt Service		-	-	5,461,780	-	15,243,240	-	20,705,020
Internal Services		-	-	-	-	-	-	-
TOTAL EXPENDITURES		**$ 119,442,000**	**$ 15,571,360**	**$ 5,461,780**	**$ 3,806,620**	**$ 153,694,500**	**$ 27,922,220**	**$ 325,898,480**
Transfers Out		2,277,570	107,400	-	-	5,157,170	-	7,542,140
Fund Balances/Reserves/Net Assets		-	560,300	-	150,000	6,533,250	300,000	7,543,550
TOTAL APPROPRIATED EXPENDITURES, TRANSFERS, RESERVES & BALANCES		**$ 121,719,570**	**$ 16,239,060**	**$ 5,461,780**	**$ 3,956,620**	**$ 165,384,920**	**$ 28,222,220**	**$ 340,984,170**

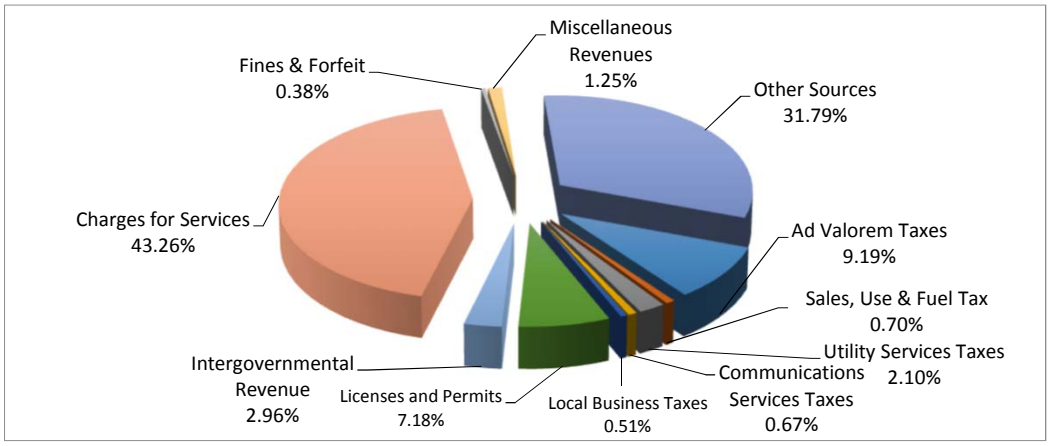
The tentative, adopted, and/or final budgets are on file in the office of the above mentioned taxing authority as a public record.

CITY OF SUNRISE
FLORIDA

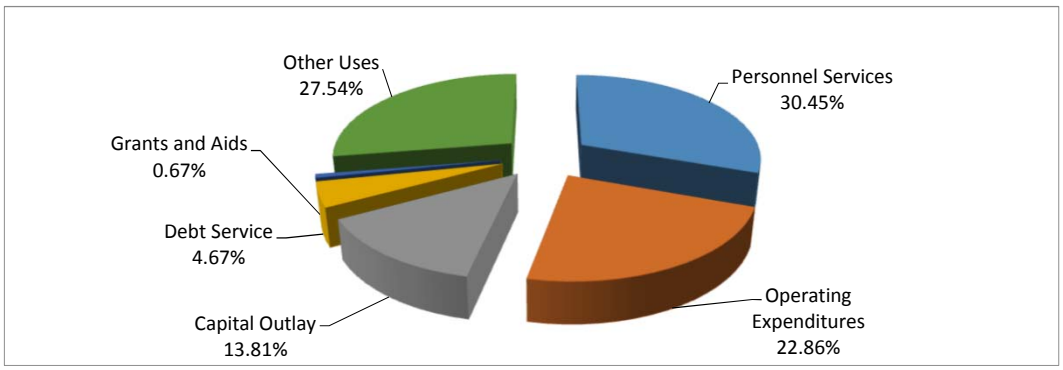
ALL FUNDS SUMMARY

	FY 2013/2014 ACTUAL	FY 2014/2015 ACTUAL	FY 2015/2016 ADOPTED	FY 2016/2017 ADOPTED	% TOTAL BUDGET	% VARIANCE FROM PRIOR FY
REVENUES BY SOURCE						
Ad Valorem Taxes	$ 31,708,055	$ 33,486,369	$ 38,280,460	$ 40,758,020	9.19%	6.47%
Sales, Use & Fuel Tax	2,998,204	3,041,727	3,121,030	3,092,040	0.70%	-0.93%
Utility Services Taxes	9,046,998	9,242,585	9,146,010	9,328,950	2.10%	2.00%
Communications Services Taxes	3,017,207	3,557,460	3,670,000	2,992,900	0.67%	-18.45%
Local Business Taxes	2,426,731	2,217,511	2,245,000	2,265,000	0.51%	0.89%
Licenses and Permits	26,704,534	27,608,458	34,821,270	31,862,150	7.18%	-8.50%
Intergovernmental Revenue	13,714,108	13,016,039	13,391,970	13,150,420	2.96%	-1.80%
Charges for Services	154,641,717	177,747,711	185,953,090	191,870,550	43.26%	3.18%
Fines & Forfeit	6,119,437	3,409,077	1,755,150	1,692,050	0.38%	-3.60%
Miscellaneous Revenues	6,217,753	7,466,200	5,096,690	5,542,190	1.25%	8.74%
Other Sources	103,224,709	265,660,166	128,582,926	141,006,410	31.79%	9.66%
TOTAL REVENUES	**$ 359,819,453**	**$ 546,453,303**	**$ 426,063,596**	**$ 443,560,680**	**100.00%**	**4.11%**
EXPENDITURES BY OBJECT						
Personnel Services	$ 111,811,104	$ 121,978,597	$ 131,621,930	$ 135,054,700	30.45%	10.72%
Operating Expenditures	65,700,359	79,807,888	97,135,970	101,399,480	22.86%	27.05%
Capital Outlay	6,488,845	27,181,709	68,439,243	61,274,470	13.81%	125.43%
Debt Service	17,815,976	19,975,497	25,165,800	20,715,610	4.67%	3.71%
Grants and Aids	1,489,177	671,870	1,650,270	2,963,010	0.67%	341.01%
Other Uses	113,733,876	175,460,852	102,050,383	122,153,410	27.54%	-30.38%
TOTAL EXPENDITURES	**$ 317,039,337**	**$ 425,076,413**	**$ 426,063,596**	**$ 443,560,680**	**100.00%**	**4.11%**

FY 2016/2017 Revenues by Source - All Funds
$443,560,680



FY 2015/2016 Expenditures by Object - All Funds
$443,560,680



REVENUES SUMMARY
BY FUND

FUND/FUND TYPE	FY 2013/2014 ACTUAL	FY 2014/2015 ACTUAL	FY 2015/2016 ADOPTED	FY 2016/2017 ADOPTED	% TOTAL BUDGET
GENERAL FUND	**$ 124,583,870**	**$ 118,591,025**	**$ 119,954,110**	**$ 121,719,570**	**27.44%**
SPECIAL REVENUE FUNDS					
BUILDING	-	14,986,686	7,439,110	7,406,170	1.67%
IMPACT FEES	83,115	460,236	56,800	167,700	0.04%
HOMELND URBN SEC INTVE GR	472,084	34,958	-	-	0.00%
BRWD CNTY HOME PROGRAM GR	372,368	73,317	254,020	732,920	0.17%
BRWD CNTY DISASTR REC INT	1,848	49,786	-	-	0.00%
NEIGHBORHOOD STABILIZATIO	1,147,742	(101,017)	10,700	140,530	0.03%
COMMUNITY DEV BLOCK GRANT	399,977	396,706	844,350	1,313,440	0.30%
ST HOUSE INITIATIVE PSHIP	64,322	371,474	618,670	850,410	0.19%
FUEL AND ROADWAY	1,675,075	3,099,883	3,251,490	3,391,850	0.76%
POLICE CONFISCATION	4,374,081	1,818,384	2,073,000	2,236,040	0.50%
DEBT SERVICE FUNDS					
PUBLIC DEBT SERVICE	636	-	-	-	0.00%
SUNRISE LAKES I SPEC TAX	270,792	271,801	266,960	627,080	0.14%
SUNRISE LAKES II SPEC TAX	-	-	-	-	0.00%
SPECIAL TAX DISTRICT NO 1	2,500,992	2,382,057	2,616,300	2,620,960	0.59%
SPEC ASSMNT BD SER15 DEBT	-	-	4,784,300	-	0.00%
GEN OBLIGATION SER15 DEBT	-	956,531	2,141,050	2,213,740	0.50%
CAPITAL PROJECTS FUNDS					
SPEC TAX DIST #1 CAP PROJ	5,148	3,916	-	-	0.00%
SPEC ASSMNT BOND SER 2015	-	64,080,186	25,000	150,000	0.03%
CAPITAL IMPROVEMENT	3,909,769	5,074,006	5,496,250	3,667,410	0.83%
G.O. BONDS SERIES 2015	-	36,710,355	137,130	139,210	0.03%
ENTERPRISE FUNDS					
WATER/WASTEWATER *	150,510,952	149,110,741	107,565,470	110,506,630	24.91%
RENEWAL & REPLACEMENT	27,245,754	5,078,805	22,015,760	5,531,990	1.25%
CONNECTION FEES	(64,202)	238,207	1,802,920	1,816,530	0.41%
DEBT SERVICE	14,945,839	18,431,011	15,275,450	15,243,240	3.44%
1996A BOND PROCEEDS	(7,374)	29,624	-	-	0.00%
1998/1998A BOND PROCEEDS	2,023	7,019	-	-	0.00%
SER 2010 CONSTRUCTION FND	447,293	1,034,225	182,830	185,610	0.04%
SPRINGTREE COUNTRY CLUB	1,880,850	1,826,575	1,923,320	2,035,380	0.46%
SANITATION	10,085,978	10,504,346	10,504,510	11,769,270	2.65%
RECYCLING	1,552,953	1,540,707	1,770,650	1,133,080	0.26%
STORMWATER UTILITY FUND	6,249,856	6,751,691	7,573,730	7,027,900	1.58%
WATER WWATER SYS RESERVE	-	32,062,934	35,771,380	48,011,920	10.82%
WATER WASTEW CAP PROJECTS	-	29,202,876	31,030,630	43,194,750	9.74%
GAS OPERATING & MAINT	-	9,876,140	8,263,600	8,042,250	1.81%
GAS RENEWAL & REPLACE	-	5,176,202	413,180	402,120	0.09%
GAS SYSTEM RESERVE	-	1,045,712	1,953,123	6,700,380	1.51%
GAS CAPITAL PROJECTS	-	-	1,613,123	6,360,380	1.43%
INTERNAL SERVICE FUNDS					
WORKERS' COMP FUND	2,229,518	2,121,769	2,316,470	2,409,300	0.54%
FLEET MANAGEMENT	2,876,096	6,474,107	6,606,150	6,024,810	1.36%
IT & COMMUNICATIONS FUND	2,002,098	7,641,204	5,333,060	5,669,400	1.28%
SELF-INSURED HEALTH	-	9,039,118	14,179,000	14,118,710	3.18%
TOTAL REVENUES	**$ 359,819,453**	**$ 546,453,303**	**$ 426,063,596**	**$ 443,560,680**	

*Gas Operating actuals included in FY 2013 and FY 2014. New Gas Operating Fund created in FY 2015.

EXPENDITURE SUMMARY
BY FUND

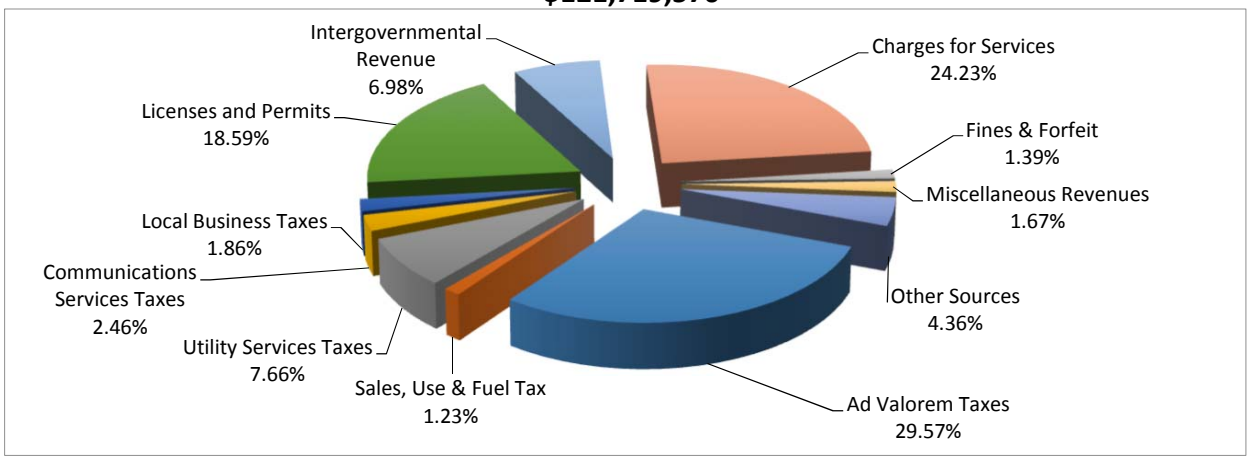
FUND/FUND TYPE	FY 2013/2014 ACTUAL	FY 2014/2015 ACTUAL	FY 2015/2016 ADOPTED	FY 2016/2017 ADOPTED	% TOTAL BUDGET
GENERAL FUND	**$ 109,196,406**	**$ 125,424,069**	**$ 119,954,110**	**$ 121,719,570**	**27.44%**
SPECIAL REVENUE FUNDS					
BUILDING	-	5,259,333	7,439,110	7,406,170	1.67%
IMPACT FEES	190,000	-	56,800	167,700	0.04%
HOMELND URBN SEC INTVE GR	436,070	34,958	-	-	0.00%
BRWD CNTY HOME PROGRAM GR	111,749	83,375	254,020	732,920	0.17%
BRWD CNTY DISASTR REC INT	-	-	-	-	0.00%
NEIGHBORHOOD STABILIZATIO	896,428	15,565	10,700	140,530	0.03%
COMMUNITY DEV BLOCK GRANT	411,033	398,485	844,350	1,313,440	0.30%
ST HOUSE INITIATIVE PSHIP	152,945	309,687	618,670	850,410	0.19%
FUEL AND ROADWAY	1,469,641	2,802,893	3,251,490	3,391,850	0.76%
POLICE CONFISCATION	2,915,599	2,943,123	2,073,000	2,236,040	0.50%
DEBT SERVICE FUNDS					
PUBLIC DEBT SERVICE	640,956	-	-	-	0.00%
SUNRISE LAKES I SPEC TAX	271,313	271,855	266,960	627,080	0.14%
SUNRISE LAKES II SPEC TAX	1,499	-	-	-	0.00%
SPECIAL TAX DISTRICT NO 1	2,613,850	2,627,905	2,616,300	2,620,960	0.59%
SPEC ASSMNT BD SER15 DEBT	-	-	4,784,300	-	0.00%
GEN OBLIGATION SER15 DEBT	-	1,016,577	2,141,050	2,213,740	0.50%
CAPITAL PROJECTS FUNDS					
SPEC ASSMNT BOND SER 2015	-	10,193,982	25,000	150,000	0.03%
CAPITAL IMPROVEMENT	2,542,497	5,450,687	5,496,250	3,667,410	0.83%
G.O. BONDS SERIES 2015	-	5,538,519	137,130	139,210	0.03%
ENTERPRISE FUNDS					
WATER/WASTEWATER *	120,829,484	124,448,081	107,565,470	110,506,630	24.91%
RENEWAL & REPLACEMENT	6,099,060	9,181,582	22,015,760	5,531,990	1.25%
CONNECTION FEES	(1,694,583)	(1,092,114)	1,802,920	1,816,530	0.41%
DEBT SERVICE	14,945,839	16,080,836	15,275,450	15,243,240	3.44%
1996A BOND PROCEEDS	605,457	2,520,197	-	-	0.00%
1998/1998A BOND PROCEEDS	1,450,777	778,503	-	-	0.00%
SER 2010 CONSTRUCTION FND	30,539,776	31,147,288	182,830	185,610	0.04%
SPRINGTREE COUNTRY CLUB	1,958,526	1,915,202	1,923,320	2,035,380	0.46%
SANITATION	10,072,501	10,475,071	10,504,510	11,769,270	2.65%
RECYCLING	1,762,525	1,726,314	1,770,650	1,133,080	0.26%
STORMWATER UTILITY FUND	4,138,048	4,367,235	7,573,730	7,027,900	1.58%
WATER WWATER SYS RESERVE	-	33,754,741	35,771,380	48,011,920	10.82%
WATER WASTEW CAP PROJECTS	-	750,016	31,030,630	43,194,750	9.74%
GAS OPERATING & MAINT	-	8,041,248	8,263,600	8,042,250	1.81%
GAS RENEWAL & REPLACE	-	119,195	413,180	402,120	0.09%
GAS SYSTEM RESERVE	-	195,659	1,953,123	6,700,380	1.51%
GAS CAPITAL PROJECTS	-	-	1,613,123	6,360,380	1.43%
INTERNAL SERVICE FUNDS					
WORKERS' COMP FUND	1,175,510	2,082,016	2,316,470	2,409,300	0.54%
FLEET MANAGEMENT	2,924,977	4,118,828	6,606,150	6,024,810	1.36%
IT & COMMUNICATIONS FUND	381,454	4,177,423	5,333,060	5,669,400	1.28%
SELF-INSURED HEALTH	-	7,918,079	14,179,000	14,118,710	3.18%
TOTAL EXPENDITURES	**$ 317,039,337**	**$ 425,076,413**	**$ 426,063,596**	**$ 443,560,680**	

*Gas Operating actuals included in FY 2013 and FY 2014. New Gas Operating Fund created in FY 2015.

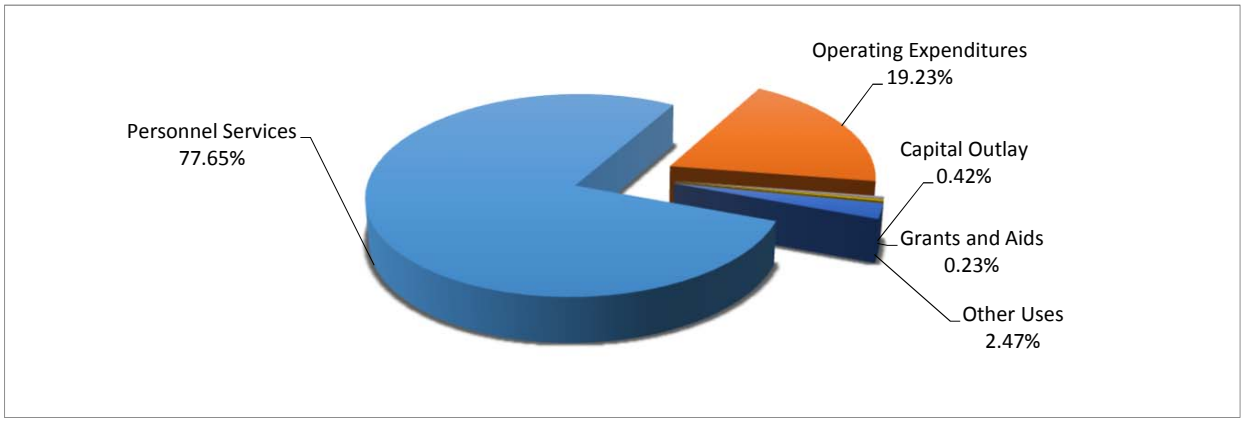
GENERAL FUND SUMMARY

	FY 2013/2014 ACTUAL	FY 2014/2015 ACTUAL	FY 2015/2016 ADOPTED	FY 2016/2017 ADOPTED	% TOTAL BUDGET	% VARIANCE FROM PRIOR FY
REVENUES BY SOURCE						
Ad Valorem Taxes	$ 29,257,526	$ 31,104,868	$ 33,623,610	$ 35,996,820	29.57%	8.10%
Sales, Use & Fuel Tax	1,500,184	1,492,420	1,490,900	1,492,440	1.23%	-0.10%
Utility Services Taxes	9,046,998	9,242,585	9,146,010	9,328,950	7.66%	-1.04%
Communications Services Taxes	3,017,207	3,557,460	3,670,000	2,992,900	2.46%	3.16%
Local Business Taxes	2,426,731	2,217,511	2,245,000	2,265,000	1.86%	1.24%
Licenses and Permits	26,345,885	21,204,709	22,399,790	22,629,990	18.59%	5.64%
Intergovernmental Revenue	8,486,230	8,070,094	8,630,260	8,494,810	6.98%	6.94%
Charges for Services	27,700,417	29,963,280	28,834,240	29,492,690	24.23%	-3.77%
Fines & Forfeit	1,818,128	1,681,491	1,755,150	1,692,050	1.39%	4.38%
Miscellaneous Revenues	2,811,580	4,395,434	2,149,670	2,029,350	1.67%	-51.09%
Other Sources	12,172,984	5,661,173	6,009,480	5,304,570	4.36%	6.15%
TOTAL REVENUES	**$ 124,583,870**	**$ 118,591,025**	**$ 119,954,110**	**$ 121,719,570**	**100.00%**	**1.47%**
EXPENDITURES BY OBJECT						
Personnel Services	$ 83,735,282	$ 83,904,640	$ 91,724,530	$ 94,512,240	77.65%	9.32%
Operating Expenditures	19,641,350	18,622,506	21,753,430	23,403,910	19.23%	16.81%
Capital Outlay	380,873	2,671,340	1,545,730	514,250	0.42%	-42.14%
Grants and Aids	257,226	196,126	259,470	276,700	0.23%	32.30%
Other Uses	5,181,675	20,029,457	4,670,950	3,012,470	2.47%	-76.68%
TOTAL EXPENDITURES	**$ 109,196,406**	**$ 125,424,069**	**$ 119,954,110**	**$ 121,719,570**	**100.00%**	**1.47%**

FY 2016/2017 Revenues by Source - General Fund
$121,719,570



FY 2016/2017 Expenditures by Object - General Fund
$121,719,570



SUMMARY OF CHANGES IN FUND BALANCES

	MAJOR FUNDS		
	General Fund	**Special Assessment Bonds, Series 2015 Capital Projects Fund**	**Other Governmental Funds (Aggregate)**
FUND BALANCE October 1, 2015	**$63,214,613**	**$53,886,204**	**$86,797,370**
2015-16 Projected Revenues	116,145,020	180,000	18,197,897
2015-16 Projected Expenditures	(115,044,433)	(12,500,000)	(17,112,144)
Net Increase (Decrease)	1,100,587	(12,320,000)	1,085,753
FUND BALANCE Projected October 1, 2016	**$64,315,200**	**$41,566,204**	**$87,883,123**
2016-17 Budgeted Revenues	121,719,570	150,000	18,495,840
2016-17 Budgeted Expenditures	(121,719,570)	(150,000)	(18,495,840)
Net Increase (Decrease)	-	-	-
FUND BALANCE Projected September 30, 2017	**$64,315,200**	**$41,566,204**	**$87,883,123**

Changes in Fund Balances

The General Fund and Special Assessments Bonds, Series 2015 Capital Projects Fund are major governmental funds. All other governmental funds are included in the Other Governmental Funds (Aggregate) category.

The City of Sunrise set aside funding for revenue stabilization and contingency as part of its committed fund balance. The purpose of the revenue stabilization funds is to mitigate the impact of future revenue shortfalls. The amount of funds set aside is adjusted each year based on 5% of actual audited operating expenditures. The purpose of the contingency funds is to set aside funds that could be used in the event of disasters, emergencies, or other exigent circumstances. The amount of funds set aside is adjusted each year based on 15% of actual audited operating expenditures. Setting aside funds for revenue stabilization and contingency increases financial stability by ensuring that the City maintains a prudent level of financial resources.

The FY 2016/2017 Budget seeks to preserve and build fund balances in each of the funds. Budgeting in FY 2016/2017 was done conservatively so that available ongoing revenues are able to fund ongoing expenditures.

The Special Assessment Bonds, Series 2015 Capital Projects Fund balance decrease is primarily due to the spend down of bond proceeds based on the progress of construction of the Sawgrass Mills Parking Garage.

DEBT ADMINISTRATION

The City's Long-Term Debt Schedule is presented below. While the City has set no legal debt limits, debt levels are carefully planned to achieve project goals while maintaining appropriate operating balances. Revenue bonds and other long-term debt, as related to various funds, are budgeted in the accounts of each fund as appropriate.

General Long-Term Debt Bonds are secured by various revenue sources. The Sunrise Lakes Phase I Special recreation District public improvement refunding bonds are secured by a general obligation pledge by the Districts. The Special Tax District No. 1 ad valorem tax bonds and ad valorem tax refunding bonds are secured by voted debt service ad valorem taxes to be levied upon all taxable property within the District. The General Obligation bonds are secured by voted debt service upon all taxable property. The Utility system revenue bonds are secured by a lien on the revenues earned by the system.

GOVERNMENTAL FUNDS

The City currently has general obligation, public improvement (bank notes) and ad valorem tax bonds outstanding as follows:

1998 SUNRISE LAKES PHASE I SPECIAL REC. DISTRICT PUBLIC IMPROVEMENT REFUNDING BONDS

Issued to refund the Series 1980. They are collateralized by a general obligation pledge by the District of their full faith and credit including the ability to levy and collect ad valorem taxes. The note has a 20-year term.

2001 SERIES SPECIAL TAX DISTRICT NO. 1 AD VALOREM TAX REFUNDING BONDS

Issued to refund the outstanding Series 1991. They are collateralized by voted debt service ad valorem taxes to be levied upon all taxable property within the District. The note has a 20-year term.

2003 SERIES SPECIAL TAX DISTRICT NO. 1 AD VALOREM TAX REFUNDING BONDS

Issued to finance the construction of a parking garage located at Sawgrass Mills Mall and fund additional public works improvements benefiting properties within the District. They are collateralized by voted debt service ad valorem taxes to be levied upon all taxable property within the district. The note has an 18-year term.

2015 SERIES GENERAL OBLIGATION BONDS

Issued to finance the development, design, acquisition, construction, equipment, installation and financing of certain parks, recreation and leisure projects They are collateralized by voted debt service to be levied upon all taxable property. The note has a 29-year term.

ENTERPRISE FUND

The City currently has four revenue bonds outstanding as follows:

1998 UTILITY REVENUE BOND

Issued to refund the Series 1986A, 1996, 1996A and 1997 as well as fund improvements to the City's water, wastewater and gas utility system. The note has a 30-year term and is secured by water, wastewater and gas revenues.

2010A AND 2010B UTILITY REVENUE BONDS

Issued to fund construction, acquisition or equipping of certain capital improvements to the City's water and wastewater facilities. The 2010A note has a 10-year term and the 2010B has a 25-year term. Both are secured by water/wastewater revenues.

2010C UTILITY REVENUE BOND

Issued to refund a portion of the Series 1993 and Series 1996. The note has a 9-year term and is secured by water, wastewater and gas revenues.

DEBT SCHEDULE

Governmental Funds	Original Issue Amount	Outstanding Principal 9/30/2016	FY 2017 Principal	FY 2017 Interest	FY 2017 Requirement
Sunrise Lakes Phase I Special Recreation District Series 1998 (bank note)	3,635,000	600,000	600,000	26,478	626,478
Special Tax District No. 1 Series 2001	26,660,000	8,830,000	1,600,000	436,200	2,036,200
Special Tax District No. 1 Series 2003	6,770,000	2,360,000	435,000	105,395	540,395
General Obligation Series 2015	37,630,000	36,960,000	705,000	1,437,446	2,142,446
Total Governmental Funds	**$ 74,695,000**	**$ 48,750,000**	**$ 3,340,000**	**$ 2,005,519**	**$ 5,345,519**

Enterprise Funds	Original Issue Amount	Outstanding Principal 9/30/2016	FY 2017 Principal	FY 2017 Interest	FY 2017 Requirement
Utility Revenue Bonds Series 1998	157,585,000	88,295,000	-	4,469,060	4,469,060
Utility Revenue Bonds Series 2010A	19,960,000	16,030,000	3,930,000	641,200	4,571,200
Utility Revenue Bonds Series 2010B	93,915,000	93,915,000	-	5,516,379	5,516,379
Utility Revenue Bonds Series 2010C	4,740,000	1,665,000	620,000	66,600	686,600
Total Enterprise Funds	**$ 276,200,000**	**$ 199,905,000**	**$ 4,550,000**	**$ 10,693,239**	**$ 15,243,239**
TOTAL LONG-TERM DEBT	**$ 350,895,000**	**$ 248,655,000**	**$ 7,890,000**	**$ 12,698,758**	**$ 20,588,758**

BOND RATINGS

Due to the variety of debt issues, there is more than one set of ratings for the City. The rating agencies have separately rated bonds of the City which are secured by specific revenue pledges.

The City's ad valorem tax bonds have an insured rating of "A2" by Moody's and an insured rating of "AA" by Standard and Poor's. The general obligation bonds have a rating of "AA" by Fitch and a rating of "Aa2" by Moody's.

The City's Series 2010 utility bonds have a rating of "AA-" by Standard and Poor's and "AA" by Fitch. The other existing utility revenue bonds were also rated "AA-" by Standard and Poor's.

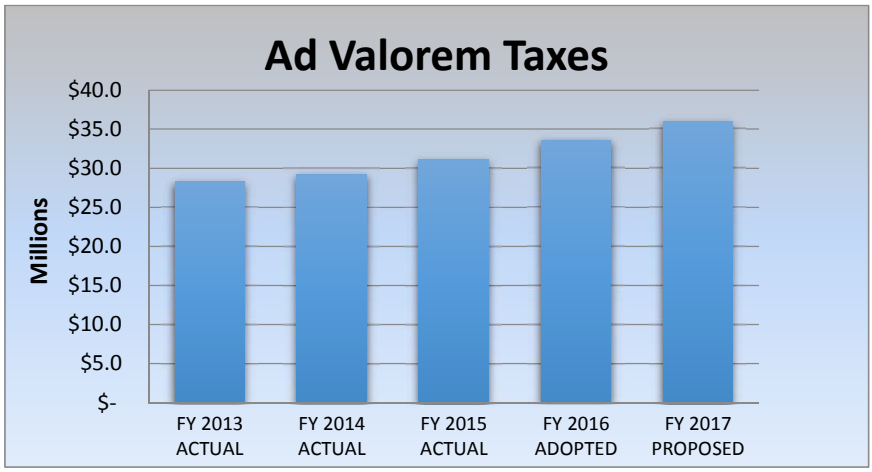
The City's public improvement bonds (bank notes) are not rated.

MAJOR REVENUE SOURCES AND TRENDS

The following section includes a discussion of the City's major revenue sources, including tables, graphs, fundamental assumptions, and impacts for each revenue estimate. In an effort to easily understand the information presented within the graphs, the data is represented as three (3) years of actual and two (2) years of budgeted revenues.

Ad Valorem Taxes - $35,926,820

Ad Valorem is a tax levied on the assessed value of real and personal property located within the City. A millage rate is adopted on an annual basis and is applied as one dollar of tax for each $1,000 of estimated taxable assessed value as determined by the Broward County Property Appraiser. For example, a tax rate of one mill produces one dollar of tax revenue on each $1,000 of taxable property value. Three ad valorem millage rates are adopted – an operating millage rate applied to all assessed properties within the City, a voted debt service rate applied to a specified area near the Sawgrass Mills Mall, also known as Special Tax District 1, and a voted debt service rate for the General Obligation Bond issuance for various parks, recreation, and leisure projects. For the past eight (8) years the City Commission has adopted the operating millage rate at 6.0543 mills.



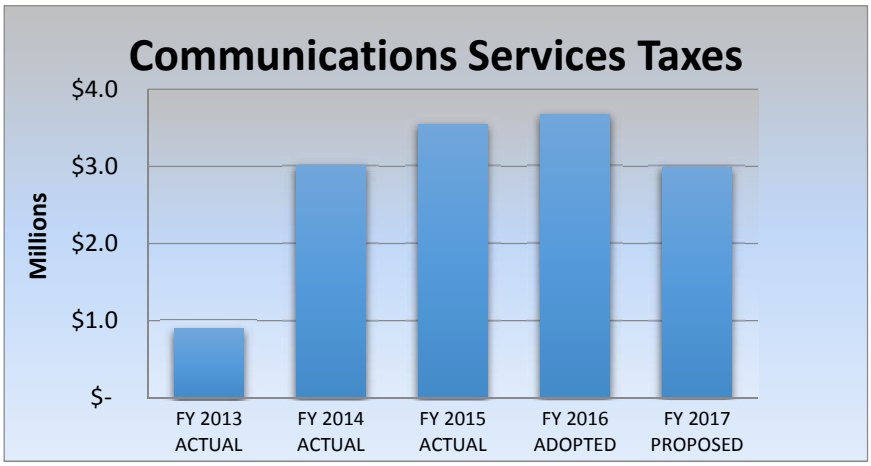
Ad Valorem revenues are budgeted as the millage rate multiplied by the taxable value divided by 1000, less approximately 4% to account for discounts provided for early payment and adjustments to assessed values determined by the Value Adjustment Board, based on Florida Statutes.

As noted in the graph above, operating Ad Valorem tax revenues are estimated at $35,926,820 and represents 27.6% of total General fund revenues for FY 2017. Ad Valorem taxes are the largest source of revenue for the General Fund. Based on property valuations from the Broward County Property Appraiser dated July 1, 2016, the City of Sunrise realized an increase in property values of 8.46%. The increase represents approximately $2,448,742 in additional revenues for FY 2017. This addition to the Ad Valorem Tax revenues is due to the increase in property valuations with some additional growth from new construction throughout the City.

Communications Services Taxes - $2,992,900

Communications Services Tax (CST) applies to telecommunications, video, direct-to-home satellite, and other related services. The tax is imposed on retail sales of communication services which originate or terminate in Florida and which are billed to residents of the City of Sunrise. Pursuant to Florida Statute 202.19, authorization to impose local communications services tax, the City's current tax rate is 5.220%.

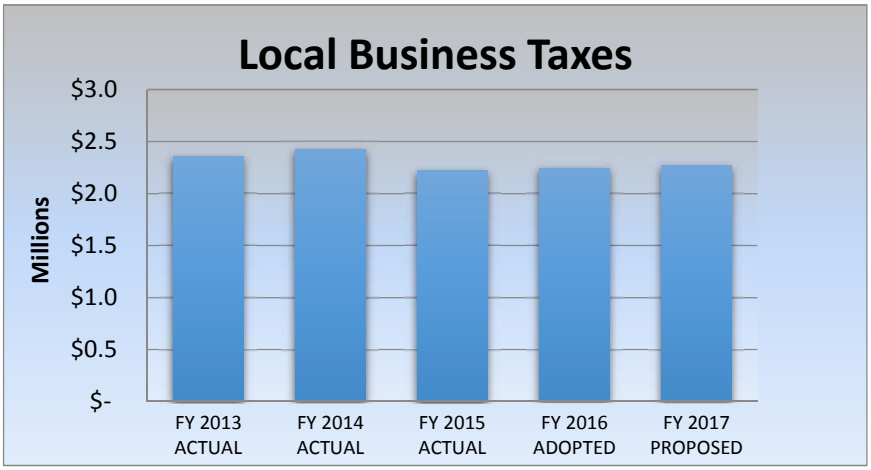
MAJOR REVENUE SOURCES AND TRENDS



As the graph above indicates, CST revenues are projected to generate $2,992,900 or 2.46% of total General Fund revenues in FY 2017. This is a decrease from FY 2016 of approximately $677,000. The decrease in revenues is attributed to state adjustments that are done periodically throughout the year. The major variance from FY 2013 is attributed to the technical defeasance of Capital Appreciation Bonds in Fund 203 – Public Facilities Debt Service. The Communications Services Tax revenues were pledged for the recurring debt service payments prior to FY 2014.

Local Business Taxes - $2,265,000

The local business tax represents the fees charged and the method by which a local government authority grants the privilege of engaging in or managing any business, profession, or occupation within the City limits. Counties and municipalities may levy a business tax and the tax proceeds are considered general fund revenue for the local government.

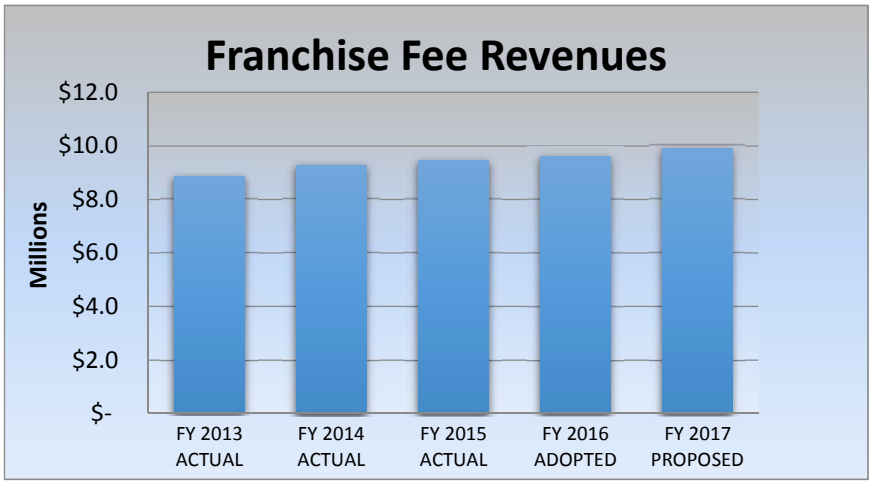


As indicated in the graph above, Local Business Tax revenues are projected to generate $2,265,000 or 1.86% of total General Fund revenues in FY 2017. This is an increase from FY 2016 of .89% or $20,000. The increase in revenues is based on new businesses which validates the City's extensive efforts towards economic development.

MAJOR REVENUE SOURCES AND TRENDS

Franchise Fees - $9,891,860

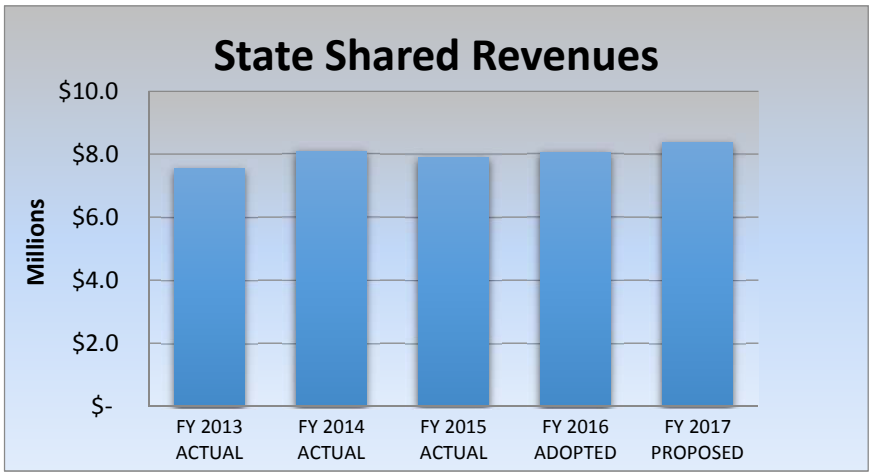
Franchise fees are negotiated fixed fees for the use of municipal right-of-ways (poles, lines, pipes, etc.) and could include the value of the right for a utility company to be the exclusive provider of its services within the City. The City currently has franchise agreements for electricity, solid waste, towing, and residential recycling.



As indicated in the graph above, franchise fee revenues are projected to generate $9,891,860 or 8.13% of General Fund revenues in FY 2017. This represents a 2.84% or $273,000 increase from the FY 2016 budget. The City has negotiated contracts with the individual service providers in recently years that has lead to the increase in revenue collections.

State Shared Revenues - $8,379,810

The State Shared Revenue category consists of revenue collections from the State Municipal Revenue Sharing Program, State Beverage Licenses, State Sales Tax, and Firefighter Supplemental sources. For FY 2017, the graph below indicates that total State Shared Revenues represent $8,379,810 or 6.88% of General Fund revenues.

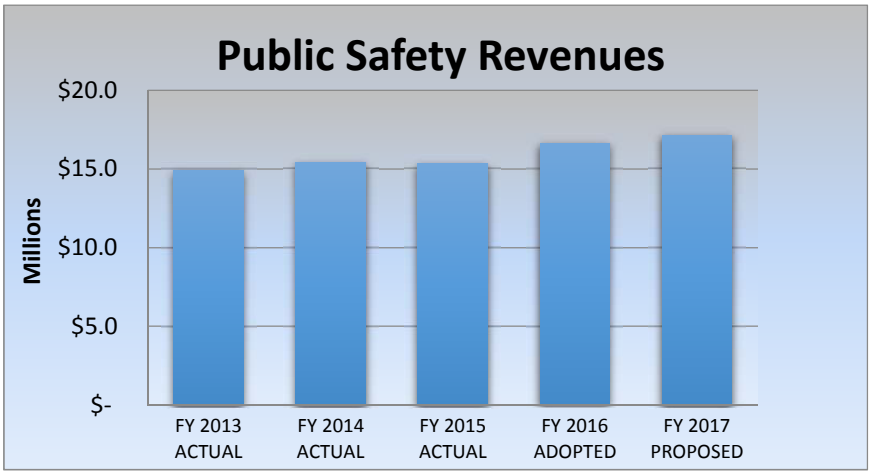


State Municipal Revenue Sharing and State Sales Tax collections are the largest revenue sources within the category. These sources combined represent 98.34% or $8,379,810 of the total state shared revenue category budget. Both are distributed by the State according to a predetermined formula based on population, sales tax collections, and the municipality's ability to raise revenue. The main factors used to project these revenue sources are 1) the State's annual projections; 2) historical data; 3) current economic conditions; 4) estimated population changes.

MAJOR REVENUE SOURCES AND TRENDS

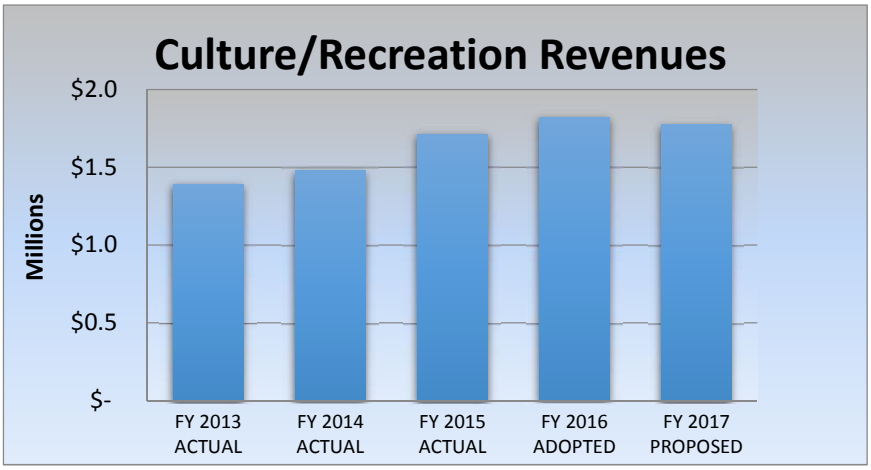
Charges for Services and Special Assessments - $39,649,100

In FY 2017, the Charges for Services and Special Assessments revenue category includes Public Safety (including the Fire Assessment), Culture/ Recreation, and Other Charges for Services revenues. The category represents 32.57% of budgeted General Fund revenues for FY 2017. Two significant revenue sources within this classification are defined as Public Safety and Culture/Recreation revenues. Public Safety revenues represent $17,140,970 or 43.23% and Culture/Recreation revenues represent $1,776,920 or 4.48% of total budgeted revenues within the category.



As referenced in the graph above, Public Safety revenues are estimated to increase by 3.03% or $504,590 (from $16,636,380 to $17,140,970) in FY 2017. The increase is primarily attributed to the adjustment in the percentage of revenues budgeted from 95% to 98% of fire assessment collections based a historical analysis. The increase in the fire assessment revenues from FY 2015 to FY 2016 is directly related to an increase in the fee of $30/per residential and a percentage increase based on square footage for commercial, industrial and institutional properties.

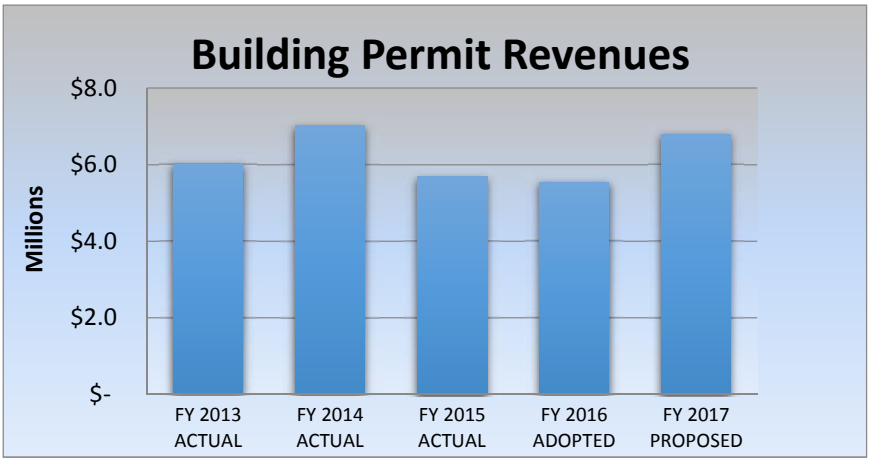
The graph below indicates that Culture/Recreation revenues are estimated to decrease by 2.40% or $43,780 in FY 2017. In FY 2017, many facility improvements, including the Civic Center expansion, are projected to decrease membership collections based on the availability of the facilities. Also in FY 2015, the City opted to outsource its Tennis Center operations. The outsourcing of these operations is directly related to the increase in Culture/Recreation revenues from FY 2015 to FY 2016.



The remaining revenue collections within the Charges for Services category are mainly the product of the City's direct cost allocation program. A direct cost allocation is a comprehensive distribution of city-wide administrative services costs to all departments that benefit from centralized services. Such departments receive a direct benefit from general city services and through the direct cost allocation method, reimburse the General Fund for the support provided. The direct cost allocation method was updated in FY 2014 and includes direct, indirect, and incremental costs provided by centralized services such as General Government, Finance, Budget, Purchasing, and Human Resources. All related costs are distributed to all benefiting departments through the utilization of a unique, fair, and equitable allocation basis. The Direct Cost Allocation Study is proposed to be updated in FY 2017, to take into consideration new operational changes throughout the organization.

Building Permits - $6,801,900

Building Permit Fees are regulatory fees imposed pursuant to the local government's rules and regulations. The imposed fee cannot exceed the cost of the activity, and the fee is generally required to be applied solely to pay for the cost of the activity for which it is imposed. Building permit revenues consist of permit and inspection fees related to construction, alteration, repair or other activities as governed by the City Code of Ordinances and/or the South Florida Building Code.

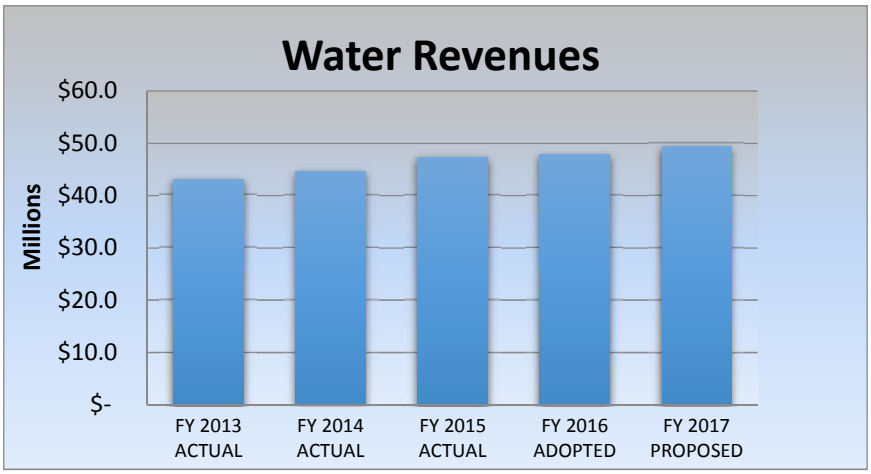


Building Permit revenues are projected to generate $6,801,900 or 91.84% of Building Fund revenues in FY 2017, as indicated in the graph above. This is an increase of 22.71% or $1,258,750 from FY 2016. The projected increase is based on continued increases in renovations, including the upgrades to the Sawgrass Mills Mall area. In FY 2017 Building Permit revenue projections are budgeted at an increased level due to ongoing development in the major commercial areas of the City. Building fund revenue projections are constantly being revised to account for projected economic activity and the City's extensive efforts towards economic development.

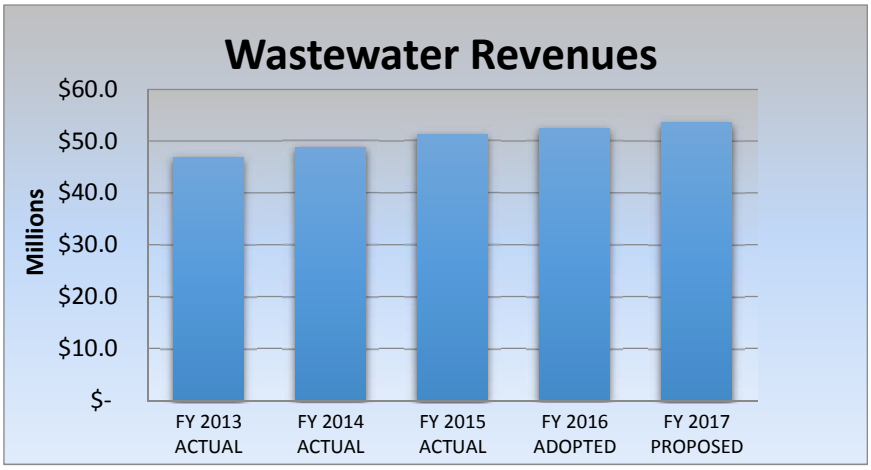
Water/Wastewater Revenues - $110,506,630

Water and wastewater charges consist of a base charge and a volume-based charge related to monthly water consumption. These charges are used to fund the cost of the Utility's operations and maintenance, debt service requirements and capital improvement projects. Water and wastewater rates and base facility charges are adjusted on an annual basis to reflect the cost of doing business, measured by fluctuation in the Consumer Price Index (CPI) – All Urban Consumers, Water and Sewerage Maintenance as published by the U.S. Department of Labor, Bureau of Labor Statistics, based on the percentage change in the CPI from the previous June to June of the year in which the adjustment is affected.

MAJOR REVENUE SOURCES AND TRENDS



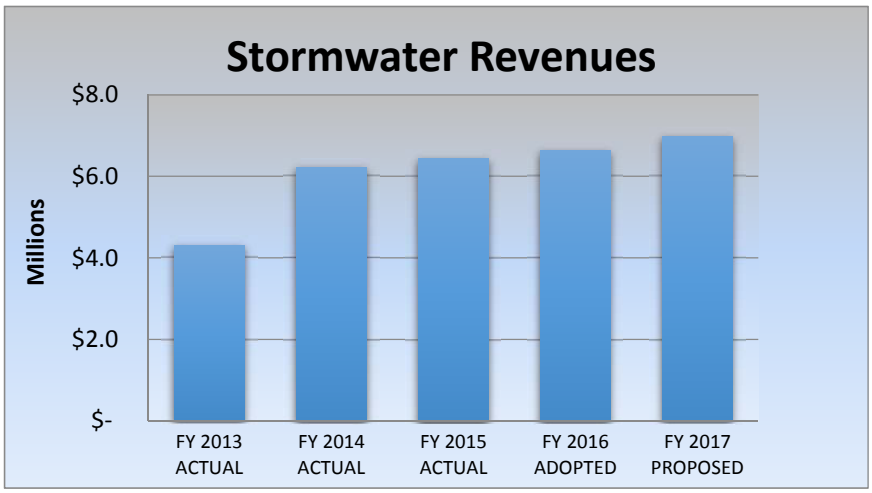
The graph above indicates that water revenues are estimated to generate $49,440,000 or 44.74% of Utility Fund revenues in FY 2017. The projected increase of $1,626,830 is based on the All Urban Consumers, Water and Sewerage Maintenance CPI increase.



As indicated in the graph above, wastewater revenues are projected to generate $53,560,000 or 44.00% of Utility Fund revenues in FY 2017. The estimated increase of $1,149,130 from FY 2016 is based on the All Urban Consumers, Water and Sewerage Maintenance CPI increase.

Stormwater Revenues - $6,970,000

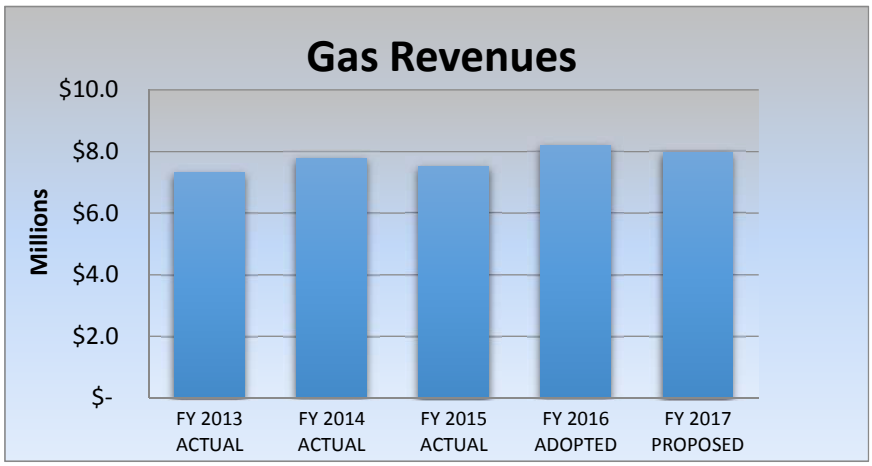
A Stormwater utility provides for the collection and disposal of stormwater and the regulation of ground water. Stormwater fees support 100% of operating and capital costs of the City's stormwater system and are charged to all property owners. Effective October 1, 2008 and on each October 1 thereafter, the City's stormwater rates are adjusted to reflect the cost of doing business, measured by the fluctuation in the Consumer Price Index (CPI) - All Urban Consumers, Water and Sewerage Maintenance, as published by the U.S. Department of Labor, Bureau of Labor Statistics based on the percentage change in the CPI from the previous June to June of the year in which the adjustment is affected.



The graph above indicates that Stormwater rates are projected to generate $6,970,000 or 99.18% of the Stormwater Fund revenues in FY 2017. The estimated increase of $344,850 from FY 2016 is based on the All Urban Consumers, Water and Sewerage Maintenance CPI increase.

Gas Revenues - $7,958,450

A Gas utility provides for the distribution of natural gas to residential and commercial properties within the City of Sunrise and neighboring municipalities.

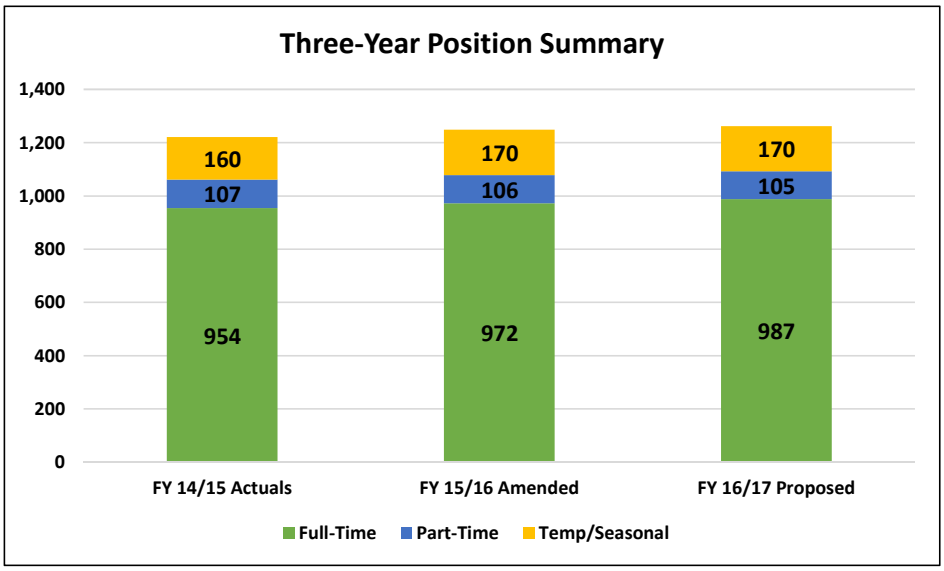


The graph above indicates that gas revenues are projected to generate $7,958,450 or 98.96% of Gas Fund revenues in FY 2017. The estimated decrease of $241,150 from FY 2016 is based on a conservative expectation of natural gas prices.

SUMMARY OF STAFFING

DEPT/ DIV#	DEPARTMENT/DIVISION NAME	FY 14/15 ACTUALS	FY 15/16 AMENDED	FY 16/17 FULL-TIME	FY 16/17 PART-TIME	FY 16/17 SS/TEMPS	PROPOSED TOTAL	NET CHANGE	FY 16/17 ADOPTED FTE
GENERAL FUND									
1101	City Commission's Office	7	7	7	0	0	7	0	7.00
1201	City Manager's Office	6	6	6	0	0	6	0	6.00
1301	City Clerk's Office	4	4	4	0	0	4	0	4.00
1401	City Attorney's Office	4	4	4	0	0	4	0	4.00
1510	FAS-Finance	23	24	24	0	0	24	0	24.00
1515	FAS-Administrative Services	14	15	15	0	0	15	0	15.00
1601	Human Resources	9	8	10	0	0	10	2	10.00
2105	Police-Administration	50	53	44	10	0	54	1	49.00
2135	Police-Criminal Investigations	47	54	52	1	0	53	(1)	52.50
2155	Police-Uniform *	183	184	152	28	10	190	6	168.00
2300	Fire-Administration	6	6	4	1	0	5	(1)	4.50
2310	Fire-Operations	138	139	139	0	0	139	0	139.00
2340	Fire-Emergency Management	2	2	2	0	0	2	0	2.00
2350	Fire-Prevention	13	14	14	0	0	14	0	14.00
2360	Fire-Support Services	8	8	8	0	0	8	0	8.00
3301	CD-Planning & Engineering	28	29	28	1	0	29	0	28.50
3320	CD-Code Enforcement	16	17	16	1	0	17	0	16.50
3601	Leisure Services-Administration	16	17	14	1	0	15	(2)	14.50
3620	Leisure Services-Facilities Maintenance	43	44	34	14	0	48	4	41.00
3631	LS-Senior & Social Services	8	9	7	2	0	9	0	8.00
3641	Leisure Services-Aquatics	38	38	6	24	8	38	0	20.47
3642	Leisure Services-Athletics	4	4	2	2	0	4	0	3.00
3643	Leisure Services-Camps	151	151	0	0	151	151	0	30.58
3644	Leisure Services-Programs	20	21	11	9	0	20	(1)	15.50
3646	Leisure Services-Theatre	5	5	2	3	0	5	0	3.50
3647	Leisure Services-Special Events	0	0	3	0	0	3	3	3.00
4321	Utilities-Public Works	0	0	5	0	0	5	5	5.00
	TOTAL GENERAL FUND	843	863	613	97	169	879	16	696.55
BUILDING FUND									
3308	Building	39	40	41	0	0	41	1	41.00
FUEL & ROADWAY FUND									
3632	Leisure Services-Transportation	12	12	9	2	1	12	0	10.21
WATER & WASTEWATER FUND									
4210	Utilities-Administration	13	14	13	1	0	14	0	13.50
4215	Utilities-Public Service	45	45	44	0	0	44	(1)	44.00
4230	Utilities-Field Operations	72	75	75	0	0	75	0	75.00
4240	Utilities-Facilities Maint & Operations	48	48	47	0	0	47	(1)	47.00
4250	Utilities-Plant Operations	60	60	60	0	0	60	0	60.00
4320	Utilities-Engineering	13	13	8	0	0	8	(5)	8.00
4330	Utilities-Capital Projects	12	12	11	1	0	12	0	11.50
	TOTAL WATER & WASTEWATER FUND	263	267	258	2	0	260	(7)	259.00
SANITATION FUND									
0000	Sanitation	0	0	2	0	0	2	2	2.00
STORMWATER FUND									
3502	Stormwater	24	23	20	2	0	22	(1)	21.00
GAS FUND									
4101	Utilities-Gas Operations	24	25	26	1	0	27	2	26.50
FLEET MANAGEMENT FUND									
4350	Fleet Services	1	2	2	0	0	2	0	2.00
INFORMATION TECHNOLOGY & COMMUNICATIONS FUND									
1701	Information Technology	15	16	19	1	0	20	4	19.50
	TOTAL ALL FUNDS	**1,221**	**1,248**	**990**	**105**	**170**	**1,265**	**17**	**1,077.76**

* Totals include 10 PT Reserve Officers added mid-year and fully funded by Detail Pay funding budgeted annually.



POSITION CHANGES DURING FISCAL YEAR 2016/2017 BUDGET PROCESS

DEPT/ DIV#	DEPT/DIV NAME	POSITION TITLE	NET CHANGE	NOTES
1510	Fin & Admin Services/ Finance	Admin Officer/Payroll Specialist	(1)	Retitled
1510	Fin & Admin Services/ Finance	Payroll Manager	1	Retitled
1601	Human Resources	Administrative Officer I	1	Added
1601	Human Resources	HR Technician	1	Added
1601	Human Resources	Administrative Assistant II	(1)	Reclassification
1601	Human Resources	Administrative Assistant I	1	Reclassification
2105	Police/Administration	Administrative Officer I	(1)	Reclassification
2105	Police/Administration	Administrative Officer II	1	Reclassification
2155	Police/Uniform	Police Officer	1	Added
2155	Police/Uniform	Police Officer	1	Added
2155	Police/Uniform	Police Officer	1	Added
2155	Police/Uniform	Police Officer	1	Added
2155	Police/Uniform	Police Officer	1	Added
2155	Police/Uniform	Police Officer	1	Added
2300	Fire/Administration	Clerk I PT	(1)	Eliminated
2350	Fire/Prevention	Clerk I PT	(1)	Conversion
2350	Fire/Prevention	Clerk I	1	Conversion
3301	Comm Dev/Planning & Engineering	Business Outreach Coordinator	(1)	Reclassification
3301	Comm Dev/Planning & Engineering	Assistant City Planner	1	Reclassification
3301	Comm Dev/Planning & Engineering	Administrative Assistant II	(1)	Reclassification
3301	Comm Dev/Planning & Engineering	Administrative Officer I	1	Reclassification
3301	Comm Dev/Planning & Engineering	Principal City Planner	(1)	Reclassification
3301	Comm Dev/Planning & Engineering	Planning & Zoning Manager	1	Reclassification
3601	Leisure/Administration	Special Events Coordinator	(1)	Transferred and Retitled
3601	Leisure/Administration	Asst Special Events Coordinator	(1)	Transferred and Retitled
3620	Leisure/Facilities Maintenance	Field Supervisor	1	Added
3620	Leisure/Facilities Maintenance	Maint Mechanic/Pool PT	(1)	Reclassification
3620	Leisure/Facilities Maintenance	Swimming Pool Mechanic	1	Reclassification
3620	Leisure/Facilities Maintenance	Facility Attendant PT	1	Added
3620	Leisure/Facilities Maintenance	Facility Attendant PT	1	Added
3620	Leisure/Facilities Maintenance	Facility Attendant PT	1	Added
3631	Leisure/Senior & Social Services	Clerk Typist II	(1)	Reclassification
3631	Leisure/Senior & Social Services	Administrative Assistant I	1	Reclassification
3644	Leisure/Programs	Recreation Programmer	(1)	Transferred
3647	Leisure/Special Events	Division Director	1	Transferred and Retitled

POSITION CHANGES DURING FISCAL YEAR 2016/2017 BUDGET PROCESS

DEPT/ DIV#	DEPT/DIV NAME	POSITION TITLE	NET CHANGE	NOTES
3647	Leisure/Special Events	Recreation Supervisor	1	Transferred and Retitled
3647	Leisure/Special Events	Recreation Programmer	1	Transferred
4321	Utilities/Public Works	Maintenance Worker I	1	Transferred
4321	Utilities/Public Works	Maintenance Worker I	1	Transferred
4321	Utilities/Public Works	Maintenance Worker II	1	Transferred
4321	Utilities/Public Works	Sprinkler Mechanic	1	Transferred
4321	Utilities/Public Works	Administrative Assistant I	1	Transferred
		TOTAL GENERAL FUND CHANGES	**16**	
3308	Comm Dev/Building	Code Enforcement Coordinator PT	(1)	Conversion
3308	Comm Dev/Building	Code Enforcement Coordinator	1	Conversion
3308	Comm Dev/Building	Permit Service Specialist PT	(1)	Conversion
3308	Comm Dev/Building	Permit Service Specialist	1	Conversion
3308	Comm Dev/Building	Program Analyst	1	Added
		TOTAL BUILDING FUND CHANGES	**1**	
4215	Utilities/Public Service	Solid Waste Coordinator	(1)	Transferred to Fund 430
4240	Utilities/Facilities Maint & Operations	Technical Support Analyst	(1)	Transferred
4320	Utilities/Engineering	GIS Coordinator	(1)	Transferred
4320	Utilities/Engineering	GIS Specialist	(1)	Transferred
4320	Utilities/Engineering	GIS Specialist PT	(1)	Transferred
4320	Utilities/Engineering	Administrative Assistant I	(1)	Transferred
4320	Utilities/Engineering	Work Control Clerk	(1)	Transferred
4330	Utilities/Capital Projects	Administrative Assistant I	(1)	Reclassification
4330	Utilities/Capital Projects	Bookkeeper II	1	Reclassification
		TOTAL WATER & WASTEWASTER FUND CHANGES	**(7)**	
0000	Sanitation	Solid Waste Coordinator	1	Transferred from Fund 401
0000	Sanitation	Solid Waste Billing Specialist	1	Added
		TOTAL SANITATION FUND CHANGES	**2**	
3502	Stormwater	Maintenance Worker I PT	1	Added
3502	Stormwater	Maintenance Worker I PT	1	Added
3502	Stormwater	Maintenance Worker I	(1)	Transferred
3502	Stormwater	Maintenance Worker I	(1)	Transferred
3502	Stormwater	Maintenance Worker II	(1)	Transferred
3502	Stormwater	Sprinkler Mechanic	(1)	Transferred
3502	Stormwater	Work Control Clerk	1	Transferred
		TOTAL STORMWATER FUND CHANGES	**(1)**	
4101	Gas Operations	Gas Serviceperson I	(1)	Reclassification
4101	Gas Operations	Gas Serviceperson II	1	Reclassification
4101	Gas Operations	Work Control Clerk	1	Added
4101	Gas Operations	Gas Apprentice	1	Added
		TOTAL GAS FUND CHANGES	**2**	
4350	Utilities-PW/Fleet Services	Administrative Assistant I PT	(1)	Conversion
4350	Utilities-PW/Fleet Services	Administrative Assistant I	1	Conversion
		TOTAL FLEET MANAGEMENT FUND CHANGES	**0**	
1701	Information Technology	Administrative Assistant II	1	Reclassification
1701	Information Technology	Administrative Officer I	(1)	Reclassification
1701	Information Technology	Technical Support Analyst	1	Transferred
1701	Information Technology	GIS Coordinator	1	Transferred
1701	Information Technology	GIS Specialist	1	Transferred
1701	Information Technology	GIS Specialist PT	1	Transferred
		TOTAL IT & COMMUNICATIONS FUND CHANGES	**4**	
		TOTAL POSITION CHANGES	**17**	

PROGRAM MODIFICATION - SUPPLEMENTAL REQUESTS SUMMARY

The following new requests have been provided in consideration for the FY 2016/2017 Budget:

Dept./ Div. #	Department/Division Name	Request	Funding
1301	City Clerk's Office	Automated Lien Inquiry Pilot Program	60,570
		CITY CLERK'S OFFICE - TOTAL	**$60,570**
1510	FAS/Finance	Retitle - Admin Officer/Payroll Specialist to Payroll Manager	0
1515	FAS/Administrative Services	Cost Allocation Study	25,000
		FINANCE & ADMINISTRATIVE SERVICES - TOTAL	**$25,000**
1601	Human Resources	New Position - Administrative Officer I	89,130
1601	Human Resources	New Position - Human Resources Technician	25,000
1601	Human Resources	Reclassification - Administrative Asst II to Administrative Asst I	(5,430)
1601	Human Resources	Additional Funding - Pre-Employment Testing Software	13,000
1601	Human Resources	Additional Funding - Pre-Employment Background Screening	13,000
		HUMAN RESOURCES - TOTAL	**$134,700**
2105	Police/Administration	Reclassification - Administrative Officer I to Administrative Officer II	16,420
2105	Police/Administration	Additional Funding - Repair and Maintenance of Police Firing Range	28,430
2135	Police/Criminal Investigations	Cyber Security Event	17,500
2155	Police/Uniform	New Positions - Police Officers (3)	441,760
		POLICE - TOTAL	**$504,110**
2300	Fire Rescue/Administration	Eliminate - Clerk I PT Position	(14,090)
2310	Fire Rescue/Operations	Expansion of Fire Rescue Service Area - Pilot Program	373,680
2310	Fire Rescue/Operations	Bunker Gear Cleaning	10,800
2350	Fire Rescue/Prevention	Conversion - Clerk I PT to FT	26,750
		FIRE RESCUE - TOTAL	**$397,140**
3301	CD/Planning & Engineering	New Service - Dumpster Enclosure Program	250,000
3301	CD/Planning & Engineering	New Service - Residential Tree Giveaway Program	40,000
3301	CD/Planning & Engineering	New Service - Transportation Planning Services	50,000
3301	CD/Planning & Engineering	Reclassification - Business Outreach Coordinator to Asst City Planner	(22,750)
3301	CD/Planning & Engineering	Reclassification - Administrative Assistant II to Administrative Officer I	22,130
3301	CD/Planning & Engineering	Reclassification - Principal City Planner to Planning & Zoning Manager	7,040
		COMMUNITY DEVELOPMENT - TOTAL	**$346,420**
3601	Leisure/Administration	New Position - Graphic Designer Intern	15,410
3601	Leisure/Administration	Additional Funding - Department Operational Assessment	25,000
3601	Leisure/Administration	Additional Funding - Videography Services	12,500
3601	Leisure/Administration	Department Reorganization - New Special Events Division	(201,700)
3620	Leisure/Facilities Maintenance	New Position - Field Supervisor	105,080
3620	Leisure/Facilities Maintenance	Reclassification - Maint Mechanic/Pool PT to Swim. Pool Mechanic	66,920
3620	Leisure/Facilities Maintenance	New Position - Facility Attendant PT	15,630
3620	Leisure/Facilities Maintenance	New Position - Facility Attendant PT	15,630
3620	Leisure/Facilities Maintenance	New Position - Facility Attendant PT	15,630
3620	Leisure/Facilities Maintenance	Additional Funding - Tree Replacement	5,000
3620	Leisure/Facilities Maintenance	Additional Funding - Painting of Leisure Services Facilites	27,000
3620	Leisure/Facilities Maintenance	Additional Funding - Chairs and Racks	10,920
3620	Leisure/Facilities Maintenance	Additional Funding - Radios	16,230
3620	Leisure/Facilities Maintenance	Additional Funding - Sidewalk Repairs	5,000
3620	Leisure/Facilities Maintenance	Additional Funding - Backflow Inspection and Maintenance	13,000
3631	Leisure/Senior & Social Services	Reclassification - Clerk Typist II to Administrative Assistant I	3,070
3642	Leisure/Athletics	Additional Funding - Travel Basketball Program	5,000

PROGRAM MODIFICATION - SUPPLEMENTAL REQUESTS SUMMARY

The following new requests have been provided in consideration for the FY 2016/2017 Budget:

Dept./ Div. #	Department/Division Name	Request	Funding
3644	Leisure/Programs	Additional Funding - 5K Walk/Run	30,120
3644	Leisure/Programs	Department Reorganization - New Special Events Division	(356,600)
3645	Leisure/Tennis	Additional Funding - Replacement of Furniture and Umbrellas	13,000
3645	Leisure/Tennis	Additional Funding - Replacement of Benches	5,630
3645	Leisure/Tennis	Additional Funding - Fence Repairs	7,500
3647	Leisure/Special Events	Department Reorganization - New Special Events Division	558,300
		LEISURE SERVICES - TOTAL	**$413,270**
4240	Utilities/Facilities Maint & Oper	Energy Audits of Municipal Buildings	20,000
4240	Utilities/Facilities Maint & Oper	Facilities Roofing Program & Other Maintenance Services	132,450
4240	Utilities/Facilities Maint & Oper	Facilities Professional Services	25,000
4240	Utilities/Facilities Maint & Oper	Transfer - Funding to New Public Works Division	(70,060)
	Utilities/Facilities Maint & Oper	Fire Station Repairs and Modifications	50,000
		FACILITES MAINTENANCE & OPS - TOTAL	**$157,390**
4321	Utilities/Public Works	Transfer - Streets Maintenance & Stormwater Personnel to Public Works	765,650
		PUBLIC WORKS - TOTAL	**$765,650**
4901	Non-Departmental	Economic Development Program	40,000
		NON-DEPARTMENTAL - TOTAL	**$40,000**
		GENERAL FUND - TOTAL	**$2,844,250**
3308	CD/Building	Conversion - Code Enforcement Coordinator PT to FT	32,610
3308	CD/Building	Conversion - Permit Service Specialist PT to FT	30,290
3308	CD/Building	New Position - Program Analyst	102,520
		BUILDING FUND - TOTAL	**$165,420**
4340	Utilities/Streets Maintenance	Transfer - Streets Maintenance Personnel to New Public Works Division	121,590
		FUEL & ROADWAY FUND - TOTAL	**$121,590**
4210	Utilities/Administration	New Program - Water Conserving Landscaping NatureScape	8,000
4210	Utilities/Administration	New Program - Naturscape Residential Irrigation Efficiency Analysis	4,050
4215	Utilities/Public Service	Transfer - Solid Waste Coordinator Position to Fund 430	(116,940)
4215	Utilities/Public Service	Additional Funding - ERP Professional Services	25,000
4215	Utilities/Public Service	Additional Funding - Call Center Pilot	15,000
4230	Utilities/Field Operations	Additional Funding - Vehicle	45,000
4230	Utilities/Field Operations	Lift Station Rehabilitation Projects	150,000
4230	Utilities/Field Operations	Cross Connection Control Program (Outside Vendor)	50,000
4230	Utilities/Field Operations	Transfer - Field Operations Personnel to New Public Works Division	(91,160)
4240	Utilities/Facilities Maint & Oper	New Copier Machine Lease	1,200
4240	Utilities/Facilities Maint & Oper	Annual Maintenance for Utilities Plant Gates	26,000
4240	Utilities/Facilities Maint & Oper	Transfer - GIS Personnel to IT and Communications Fund 503	(98,390)
4240	Utilities/Facilities Maint & Oper	Energy Audits Utility Buildings	50,000
4250	Utilities/Plant Operations	Water & Wastewater Treatment Plants Manual Updates	450,000
4250	Utilities/Plant Operations	Annual Centrifuge Maintenance	200,000
4250	Utilities/Plant Operations	GE 90/70 PLC Replacement for SCADA Systems	212,220
4260	Utilities/Non-Departmental	Community Garden Pilot Program	15,000
4320	Utilities/Engineering	Auto Turn Software	2,580
4320	Utilities/Engineering	Water/Wastewater Master Plan Update	600,000
4320	Utilities/Engineering	Transfer - GIS Personnel to IT and Communications Fund 503	(327,040)

PROGRAM MODIFICATION - SUPPLEMENTAL REQUESTS SUMMARY

The following new requests have been provided in consideration for the FY 2016/2017 Budget:

Dept./ Div. #	Department/Division Name	Request	Funding
4320	Utilities/Engineering	Transfer - Engineering Personnel to New Public Works Division	(74,610)
4330	Utilities/Capital Projects	Reclassification - Administrative Assistant I to Bookkeeper II	3,310
4330	Utilities/Capital Projects	Transfer - Capital Projects Personnel to New Public Works Division	49,060
		WATER/WASTEWATER FUND - TOTAL	**$1,198,280**
3901	Leisure/Springtree	Additional Funding - Springtree Painting	25,000
3901	Leisure/Springtree	Additional Funding - Backflow Inspection and Maintenance	600
		SPRINGTREE GOLF FUND - TOTAL	**$25,600**
0000	Sanitation	Transfer - Solid Waste Coordinator Position from Fund 401	116,940
0000	Sanitation	New Position - Solid Waste Billing Specialist	45,870
		SANITATION FUND - TOTAL	**$162,810**
3502	Utilities/Stormwater	Adopt A Street Program	24,270
3502	Utilities/Stormwater	New Positions - Maintenance Worker I PT (2)	70,110
3502	Utilities/Stormwater	Transfer - Stormwater Personnel to New Public Works Division	(700,470)
		STORMWATER FUND - TOTAL	**($606,090)**
4101	Utilities/Gas Operations	New Program - Gas Operations Network Model	36,540
4101	Utilities/Gas Operations	Reclassification - Gas Serviceperson I to Gas Serviceperson II	33,210
4101	Utilities/Gas Operations	New Position - Work Control Clerk	51,010
4101	Utilities/Gas Operations	New Position - Gas Apprentice	48,040
		GAS FUND - TOTAL	**$168,800**
4350	Utilities/Fleet Services	Conversion - Administrative Assistant I PT to FT	28,840
		FLEET MANAGEMENT FUND - TOTAL	**$28,840**
1701	Information Technology	Reclassification - Administrative Officer I to Administrative Asst II	(25,050)
1701	Information Technology	Transfer - GIS Personnel from Water/Wastewater Fund 401	416,670
1701	Information Technology	ERP Implementation Professional Services	75,000
1701	Information Technology	GIS Implementation Support Services	15,000
1701	Information Technology	ERP Training	6,000
		INFORMATION TECHNOLOGY & COMM FUND - TOTAL	**$487,620**
3150	Police Confiscation/Federal	Additional Funding - Taser Simulation Training Suit	7,750
		POLICE CONFISCATION FUND - TOTAL	**$7,750**
	TOTAL CITY-WIDE PROGRAM MODIFICATION - SUPPLEMENTAL REQUESTS		**$4,604,870**

CAPITAL OUTLAY REQUESTS SUMMARY

The following new requests have been provided in consideration for the FY 2016/2017 Budget:

Dept./ Div. #	Department/Division Name	Request	Funding
2105	Police/Administration	ADOBE Cloud CS5	8,790
2135	Police/Criminal Investigations	Paraclete Tactical Vest	24,400
2155	Police/Uniform	Tactical Vests	18,000
2155	Police/Uniform	Canine Dog	15,000
2155	Police/Uniform	Police Bicycles	8,100
2155	Police/Uniform	Training Aid Kit	6,650
2155	Police/Uniform	Rifle	4,630
2155	Police/Uniform	Scope	1,940
		POLICE DEPARTMENT - TOTAL	**$87,510**
2310	Fire Rescue/Operations	Hazmat Public Safety Drysuits	4,000
2360	Fire Rescue/Support Services	Automatic CPR Devices with Service Contracts	42,000
		FIRE RESCUE - TOTAL	**$46,000**
3620	Leisure/Facilities Maintenance	Large Trailer	5,000
3620	Leisure/Facilities Maintenance	John Deere Gators	20,000
3620	Leisure/Facilities Maintenance	Sod cutter	6,500
3620	Leisure/Facilities Maintenance	Outdoor exercise equipment	2,500
3620	Leisure/Facilities Maintenance	Fountains - Civic Center	9,000
3620	Leisure/Facilities Maintenance	Fountain - Nob Hill Soccer Club	3,000
3631	Leisure/Senior & Social Services	Card Printer	2,620
3641	Leisure/Aquatics	Portable Aquatic Lift	6,500
3641	Leisure/Aquatics	Motor/Pump	5,000
3641	Leisure/Aquatics	Motor/Pump	3,000
3641	Leisure/Aquatics	Motor/Pump	1,750
3641	Leisure/Aquatics	Gas Heaters	4,000
3644	Leisure/Programs	Freezer	6,500
3644	Leisure/Programs	10 x 10 Tents	3,600
3644	Leisure/Programs	Recumbent Bike	3,000
3645	Leisure/Tennis	Back Gate Camera/ Buzzer	2,000
3645	Leisure/Tennis	Canopies	15,200
3645	Leisure/Tennis	Rally Backboard	6,350
		LEISURE SERVICES - TOTAL	**$105,520**
4240	Utilities/Facilities Maint & Oper	Air Conditioning Units	13,000
4240	Utilities/Facilities Maint & Oper	Air Conditioning Units	17,000
4240	Utilities/Facilities Maint & Oper	Air Conditioning Coils	10,500
4240	Utilities/Facilities Maint & Oper	Air Conditioning Units	40,000
		FACILITIES MAINTENANCE & OPS - TOTAL	**$80,500**
		GENERAL FUND - TOTAL	**$319,530**
3308	CD/Building	Building Staff Vehicle Replacements	70,000
		BUILDING FUND - TOTAL	**$70,000**
4340	Utilities/Streets Maintenance	Backhoe Loader	82,500
		FUEL AND ROADWAY FUND - TOTAL	**$82,500**

CAPITAL OUTLAY REQUESTS SUMMARY

The following new requests have been provided in consideration for the FY 2016/2017 Budget:

Dept./ Div. #	Department/Division Name	Request	Funding
4210	Utilities/Administration	Color Printer	3,000
4230	Utilities/Field Operations	3M Dynatel 2250M Cable/Pipe Locator with Receiver	10,500
4230	Utilities/Field Operations	GraniteNet Software Conversion and New Module Installations	43,100
4230	Utilities/Field Operations	Fork Attachment for Front End Loader	10,000
4240	Utilities/Facilities Maint & Oper	Springtree Facility - Genie Lift/ Articulating Man-Lift	49,770
4240	Utilities/Facilities Maint & Oper	Springtree Facility - MIG Welder	3,500
4250	Utilities/Plant Operations	Lime Slaker for SW WTP	150,000
4250	Utilities/Plant Operations	Stable Weigh Filling Station	2,500
		WATER/WASTEWATER FUND - TOTAL	**$272,370**
4201	Utilities/Renewal & Replacement	Water Well	210,500
4201	Utilities/Renewal & Replacement	Process Piping & Valves	70,000
4201	Utilities/Renewal & Replacement	Pump Stations Electrical Restoration	75,000
4201	Utilities/Renewal & Replacement	Various Pumps	200,000
4201	Utilities/Renewal & Replacement	Trimble Geo7x	11,500
4201	Utilities/Renewal & Replacement	Springtree Water Treatment Plant - Lime Slurry Pumps	35,000
4201	Utilities/Renewal & Replacement	Sawgrass Membrane Plant - EATON Cutler Hammer Variable Frequency Drives	179,960
4201	Utilities/Renewal & Replacement	Springtree Water Treatment Plant - Polymer & Phosphate Mixers	12,000
4201	Utilities/Renewal & Replacement	6" Gorman Rupp Silenced Portable Lift Station #'s 1 thru 4	369,300
4201	Utilities/Renewal & Replacement	Cues ProScout III Push Camera for Water Line Inspections	12,000
4201	Utilities/Renewal & Replacement	Portable Flow Meter	9,540
4201	Utilities/Renewal & Replacement	Springtree Water Treatment Plant - Switchgear Relays	24,300
4201	Utilities/Renewal & Replacement	Springtree Facility - Drill Press	3,500
4201	Utilities/Renewal & Replacement	Springtree Wastewater Treatment Plant - Switchgear Battery Charging System	35,000
4201	Utilities/Renewal & Replacement	Springtree Wastewater Treatment Plant - Belt Press Building #31 - Air Conditioning Units	7,000
4201	Utilities/Renewal & Replacement	Springtree Wastewater Treatment Plant - Blower Building #24 - Air Conditioning Units	9,400
4201	Utilities/Renewal & Replacement	Springtree Water Plant Lime Slakers	450,000
4201	Utilities/Renewal & Replacement	Water Production Well #1 Well Pump	140,000
4201	Utilities/Renewal & Replacement	SWG WWTP Biofilter Recirc Pumps	7,000
4201	Utilities/Renewal & Replacement	Lab - Idexx Quantitray Sealer Plus	4,160
4201	Utilities/Renewal & Replacement	Utilities Replacement Vehicles	570,000
4201	Utilities/Renewal & Replacement	Public Service Replacement Vehicle	30,000
		UTILITIES/RENEWAL & REPLACEMENT - TOTAL	**$2,465,160**
3901	Leisure/Springtree	Workman with Spray Unit and Tank	42,500
3901	Leisure/Springtree	Club Car Golf Carts	78,020
3901	Leisure/Springtree	Fuel Storage Tank	15,000
		SPRINGTREE GOLF FUND - TOTAL	**$135,520**
3502	Utilities/Stormwater	Mini-Excavator & Trailer	34,150
3502	Utilities/Stormwater	Backhoe-Ford 555D	86,100
3502	Utilities/Stormwater	Stormwater Vehicle Replacements	215,000
		STORMWATER FUND - TOTAL	**$335,250**
4101	Gas/Operations	Lobby Security Improvement	4,500
4101	Gas/Operations	Rotary Meter and Pressure Corrector	17,780

CAPITAL OUTLAY REQUESTS SUMMARY

The following new requests have been provided in consideration for the FY 2016/2017 Budget:

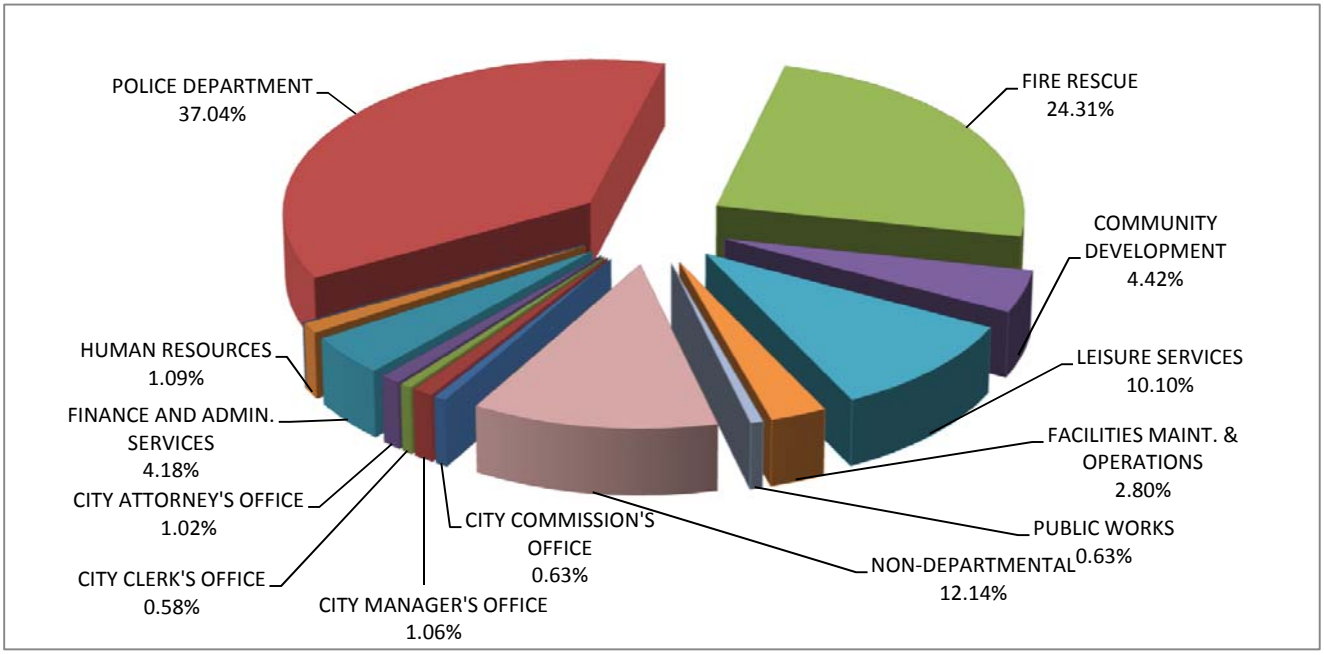
Dept./ Div. #	Department/Division Name	Request	Funding
4101	Gas/Operations	Laptop computers	3,490
		GAS FUND - TOTAL	**$25,770**
4101	Utilities/Gas Renew & Replace	Gas Division Vehicle Replacements	150,000
4101	Utilities/Gas Renew & Replace	Laptop computer	1,750
4101	Utilities/Gas Renew & Replace	Mercury Pressure Recorders	9,850
4101	Utilities/Gas Renew & Replace	Combustible Gas Instruments	3,620
4101	Utilities/Gas Renew & Replace	GPS Receiver	6,800
4101	Utilities/Gas Renew & Replace	Line Locator	3,800
		GAS/RENEWAL & REPLACEMENT - TOTAL	**$175,820**
4350	Utilities/Fleet Services	A/C Refrigerant Recovery Machine	6,900
4350	Utilities/Fleet Services	Verus Pro Diagnostic and Information System By Snap-on Tools	10,800
4350	Utilities/Fleet Services	Police Vehicle Replacements	795,430
4350	Utilities/Fleet Services	Fuel & Roadway Vehicle Replacements	200,000
4350	Utilities/Fleet Services	Fire Rescue Apparatus and Staff Vehicle Replacements	660,000
4350	Utilities/Fleet Services	Leisure Services Vehicle Replacements	175,000
4350	Utilities/Fleet Services	Risk Management Vehicle Replacement	30,000
4350	Utilities/Fleet Services	City Manager Office Vehicle Replacement	35,000
4350	Utilities/Fleet Services	CD/Planning Vehicle Replacements	70,000
4350	Utilities/Fleet Services	Facilities Management & Operations Vehicle Replacement	47,500
		FLEET MANAGEMENT FUND - TOTAL	**$2,030,630**
1701	Information Technology	Blade for Core Network Switch	35,000
1701	Information Technology	Tablets for ERP Mobility	13,500
		INFORMATION TECHNOLOGY & COMM FUND - TOTAL	**$48,500**
3149	Police Confiscation/Treasury	Camera Tower	72,600
3149	Police Confiscation/Treasury	Covert Surveillance Equipment	100,000
3150	Police Confiscation/Federal	Body Cameras	59,700
3150	Police Confiscation/Federal	In-Car Speed Radar	3,020
3150	Police Confiscation/Federal	Origin Forensic Laptop Computer	7,800
3150	Police Confiscation/Federal	SPEX Forensics FOCUS 6F	3,500
3150	Police Confiscation/Federal	FORAY A.D.A.M.S. Software	110,000
3151	Police Confiscation/State	Message Board	34,590
		POLICE CONFISCATION FUND- TOTAL	**$391,210**
	TOTAL CITY-WIDE CAPITAL OUTLAY REQUESTS		**$6,352,260**

CITY OF SUNRISE
FLORIDA

GENERAL FUND EXPENDITURE SUMMARY
BY DEPARTMENT

DEPARTMENT	FY 2013/2014 ACTUAL	FY 2014/2015 ACTUAL	FY 2015/2016 ADOPTED	FY 2016/2017 ADOPTED	% TOTAL BUDGET
CITY COMMISSION'S OFFICE	$ 627,995	$ 704,349	$ 746,490	$ 770,580	0.63%
CITY MANAGER'S OFFICE	957,902	1,069,521	1,259,370	1,286,170	1.06%
CITY CLERK'S OFFICE	436,451	546,134	606,400	710,970	0.58%
CITY ATTORNEY'S OFFICE	639,644	1,021,262	1,226,660	1,240,330	1.02%
FINANCE AND ADMIN. SERVICES	4,280,835	4,216,774	4,997,240	5,084,070	4.18%
HUMAN RESOURCES	922,358	881,542	1,393,180	1,331,100	1.09%
INFORMATION TECHNOLOGY	3,025,114	-	-	-	0.00%
POLICE DEPARTMENT	38,457,474	40,320,450	43,548,050	45,079,080	37.04%
FIRE RESCUE	28,511,557	27,706,072	30,020,710	29,589,780	24.31%
COMMUNITY DEVELOPMENT	7,536,183	4,060,423	5,064,210	5,382,890	4.42%
LEISURE SERVICES	11,207,613	10,628,177	11,969,590	12,295,610	10.10%
FACILITIES MAINT. & OPERATIONS	-	3,170,153	3,487,380	3,402,110	2.80%
PUBLIC WORKS	-	-	-	765,650	0.63%
NON-DEPARTMENTAL	12,572,103	31,065,116	15,634,830	14,781,230	12.14%
TOTAL REVENUES	**$ 109,175,229**	**$ 125,389,973**	**$ 119,954,110**	**$ 121,719,570**	**100.00%**

FY 2016/2017 Expenditures by Department - General Fund
$121,719,570



FUND 001 - GENERAL

		FY 13/14 ACTUALS	FY 14/15 ACTUALS	FY 15/16 ADOPTED	FY 16/17 ADOPTED
TAX & FRANCHISE REVENUES					
311.01-00	Current	$ 29,410,003	$ 31,268,497	$ 33,553,610	$ 35,926,820
311.02-00	Penalties & Interest	44,452	40,493	35,000	35,000
311.03-00	Delinquent	(201,677)	(206,007)	-	-
311.04-00	Delinquent Penalty & Int	4,748	1,885	35,000	35,000
312.51-00	Fire Premium Tax Revenue	879,470	853,244	899,540	853,240
312.52-00	Police Premium Tax Revenue	620,714	639,176	591,360	639,200
314.10-00	Electricity	6,756,229	6,858,087	6,720,310	6,854,720
314.30-00	Water	1,806,782	1,884,286	1,901,710	1,939,750
314.40-00	Gas	452,858	472,751	496,970	506,910
314.80-00	Propane	31,129	27,461	27,020	27,570
315.01-00	State Audit Adjustments	42,706	13,984	-	-
315.10-00	Telecomm & Cable	-	3,543,476	3,670,000	2,992,900
315.20-00	Telecomm	2,169,834	-	-	-
315.50-00	Cable	804,667	-	-	-
316.01-00	Local Business Tax	2,153,725	2,174,279	2,195,000	2,225,000
316.02-00	Administrative Fees	211,350	-	-	-
316.03-00	Penalty Fees	61,656	43,232	50,000	40,000
	TOTAL TAX & FRANCHISE REVENUES	**$ 45,248,646**	**$ 47,614,844**	**$ 50,175,520**	**$ 52,076,110**
LICENSES & PERMITS					
322.01-00	Additions & Alterations	$ 2,315,878	$ -	$ -	$ -
322.02-00	Plumbing	631,509	-	-	-
322.03-00	Electrical	1,091,046	-	-	-
322.04-00	Roofing	129,230	-	-	-
322.05-00	Swimming Pool	1,522	-	-	-
322.06-00	Heating/Air Conditioning	1,213,669	-	-	-
322.07-00	Backflow Inspections	96,020	-	-	-
322.10-00	General Starts	741,731	-	-	-
322.50-04	Maintenance Certification	22,748	-	-	-
322.90-11	Technology Fee	329,364	-	-	-
322.90-12	Open Permit Search Fee	134,600	-	-	-
322.99-00	Miscellaneous	315,287	-	-	-
323.10-00	Electricity	5,603,231	5,648,641	5,755,900	6,043,700
323.70-00	Solid Waste	3,402,257	3,541,079	3,591,000	3,591,000
323.90-02	Towing	81,987	80,073	84,800	70,000
323.90-04	Residential Recycling	193,590	183,411	187,160	187,160
325.20-01	Fire Rescue	8,479,941	8,586,255	9,927,810	10,156,410
329.10-04	Recovered Mat'l Registration	2,600	1,800	2,400	2,400
329.10-30	Site Plan Review	381,373	166,409	185,000	185,000
329.10-31	Special Exception	17,500	25,000	15,000	15,000
329.10-32	Variance	1,125	5,000	2,500	2,500
329.10-33	Rezoning	6,500	-	6,000	7,500
329.10-34	Land Use Plan Amendments	14,050	-	7,500	15,000
329.10-43	Plat	3,890	1,750	1,500	4,200
329.10-53	Vacation-Public Property	1,875	-	-	-
329.11-00	Cost Recovery	17,881	20,910	17,500	17,500
329.11-01	Administration Fee	537	627	520	520
329.21-01	Miscellaneous Permit Fee	1,050	1,820	1,500	1,500

FUND 001 - GENERAL

		FY 13/14 ACTUALS	FY 14/15 ACTUALS	FY 15/16 ADOPTED	FY 16/17 ADOPTED
329.30-38	Utility Inspections	$ 167,995	$ 99,375	$ 100,000	$ 100,000
329.30-40	Water & Wastewater	252,394	1,315,687	1,500,000	1,300,000
329.40-39	Drainage	147,712	630,091	250,000	300,000
329.40-42	Engineering Fees	133,950	202,975	150,000	100,000
329.40-44	Paving	107,004	204,901	200,000	150,000
329.40-45	Sidewalk	10,312	32,318	30,000	30,000
329.40-46	Final Site Inspections	5,720	7,813	10,000	6,000
329.40-47	Excavation	1,875	8,750	5,000	5,000
329.40-48	Site Preparation	24,750	25,000	12,000	12,000
329.40-50	Landscaping & Irrigation	102,040	166,489	125,000	100,000
329.50-60	Zoning Approval	44,254	44,169	45,000	45,000
329.50-61	Sign Approval & Waivers	9,063	8,704	7,500	8,000
329.90-05	Contract Overtime	-	6,217	5,000	5,000
329.90-10	Extended Liquor License	1,800	1,400	1,200	1,200
329.90-11	Technology Fee	58,600	133,983	130,000	118,900
329.90-33	Reforestation Replace Fee	250	-	2,500	5,000
329.90-49	Road Cut	9,375	12,700	4,000	8,000
329.90-52	Improper Water Use Connect	-	-	500	-
329.90-54	Reproduction	5,417	3,960	4,000	4,000
329.90-98	Developer Permit Fees	2,250	2,250	2,000	2,500
329.90-99	Other - Plan & Develop	29,133	35,152	30,000	30,000
	TOTAL LICENSES & PERMITS	**$ 26,345,885**	**$ 21,204,709**	**$ 22,399,790**	**$ 22,629,990**
INTERGOVERNMENT REVENUES					
331.20-00	Public Safety	$ 15,809	$ 3,776	$ 450,000	$ -
331.20-14	Vest Grant	5,330	11,236	-	-
331.20-32	FL Child Safety Seat Dist	175	20	-	-
331.20-40	Justice Asst (JAG) Post 08	21,530	34,011	-	-
334.20-20	Bicycle/Pedestrian Grant	13,008	25,551	-	-
334.20-32	FL Dept Health Med Svc Gr	103,634	-	33,340	30,000
335.10-12	Revenue Sharing	2,657,086	2,174,801	2,151,900	2,325,480
335.10-15	Beverage Licenses	41,351	38,830	40,600	40,600
335.10-18	Sales Tax	5,332,057	5,598,265	5,776,020	5,918,840
335.20-01	Firefighter Supplemental	69,190	95,095	93,400	94,890
337.20-01	911 Reimbursement	178,926	-	-	-
338.10-01	Occupational Licenses	48,134	88,509	85,000	85,000
	TOTAL INTERGOVERNMENT REVENUES	**$ 8,486,230**	**$ 8,070,094**	**$ 8,630,260**	**$ 8,494,810**
SERVICE REVENUES					
341.-90-01	Lien Inquiry	$ -	$ 591,120	$ 525,000	$ 550,800
342.10-02	Accident Reports	16,175	15,933	12,000	14,000
342.10-03	Special Details	1,246,508	957,099	1,026,000	1,033,000
342.10-04	Witness Fees	4,935	5,450	4,880	5,040
342.10-05	Overtime Reimbursement	94,560	80,301	45,000	94,040
342.20-03	Fire Special Details	161,514	145,907	145,000	131,600
342.20-05	Overtime Reimbursement	27,053	36,938	24,010	30,000
342.50-01	New Construction	469,074	486,142	512,780	556,020
342.50-02	Commercial Properties	1,027,945	1,038,745	1,179,090	1,240,280
342.50-03	Inspector Train Retainage	12,038	8,632	7,740	9,000

FUND 001 - GENERAL

		FY 13/14 ACTUALS	FY 14/15 ACTUALS	FY 15/16 ADOPTED	FY 16/17 ADOPTED
342.50-04	Maintenance Certification	$ 414	$ 411	$ 450	$ 500
342.60-01	Svc Charge Ambulance Fee	2,740,630	2,722,528	2,750,630	2,752,400
342.90-09	Technology Fee Fire	43,045	44,042	35,710	35,710
342.90-11	False Alarm Fee - Police	98,803	124,084	56,500	86,080
342.90-12	School Resource Officer	508,772	610,526	508,780	542,680
342.90-30	Hazmat Response Team	454,211	454,211	400,000	454,210
344.30-01	Bus Fares	24,101	-	-	-
347.20-11	Sports Programs	152,353	176,876	173,000	170,920
347.20-12	Summer Recreation Fees	480,818	473,275	460,000	470,000
347.20-15	Swimming Pool Fee	36,858	37,288	37,000	38,300
347.20-19	Miscellaneous Fees	85,699	113,442	85,000	106,560
347.20-20	Cc & Ac Membership Fees	55,851	57,930	55,000	30,000
347.20-36	Landscp Maint Flam Linear Park	52,263	45,851	50,000	50,000
347.40-04	Woodstock Festival	8,905	6,682	7,000	5,000
347.40-05	Vendor Fees	10,810	19,458	15,000	16,000
347.50-12	Recreation Center Fees	201,962	210,815	194,000	234,910
347.50-18	Pavillion Rent (Wel Ps Park)	19,335	29,751	24,000	20,000
347.50-19	Sunrise Tennis (Wel Racq)	39,086	10,067	-	-
347.50-21	Tennis Center Mdse Sales	497	63	-	-
347.50-23	Rec Instructors/Programs	124,282	106,292	116,200	110,000
347.50-24	Tennis Enterprises, LLC	53,596	13,975	-	-
347.50-25	Tennis Contract Revenue	-	241,676	450,000	350,000
347.90-01	Program Revenues	1,107	1,060	1,000	1,000
347.90-02	Concessions & Resale	48,474	49,164	40,000	40,000
347.90-06	Senior Programs	45,713	58,755	47,500	62,600
347.90-07	Civic Center Theater	33,202	35,656	34,000	34,000
347.90-08	Civic Center Contract Fee	26,447	26,150	32,000	37,000
349.10-00	Photocopy Sales - Public	2,709	5,713	2,540	2,540
349.20-02	Photocopying	1,968	-	-	-
349.30-01	DOCA/Fund 105	-	900,000	1,021,440	1,041,870
349.40-01	DOCA/Fund 401-Gas	453,804	462,880	472,140	481,590
349.40-02	DOCA/Fund 401-Water	4,933,465	4,755,630	4,660,520	4,753,740
349.41-00	Cost Recovery Charge	13,056,848	13,941,272	12,700,000	12,954,000
349.42-00	DOCA/Fund 420-Springtree	178,299	181,870	158,460	161,630
349.43-00	DOCA/Fund 430-Sanitation	279,123	284,710	290,400	296,210
349.44-00	DOCA/Fund 444 Stormwater	387,165	394,910	474,470	483,960
349.45-00	DOCA/Fund 435 Recycling	-	-	-	5,500
	TOTAL SERVICE REVENUES	**$ 27,700,417**	**$ 29,963,280**	**$ 28,834,240**	**$ 29,492,690**
FINES & FORFEIT REVENUES					
351.10-00	County Court Criminal	$ 21,192	$ 17,014	$ 10,000	$ 10,000
351.21-00	Circuit Court Criminal	430	1,953	150	490
351.30-00	County Court Civil	53	78	-	-
351.50-00	Traffic Court	686,743	673,489	670,000	646,000
354.03-00	Red Light Fines	1,029,315	850,138	1,000,000	960,560
359.00-00	Other Fines &/or Forfeits	80,395	138,819	75,000	75,000
	TOTAL FINES & FORFEIT REVENUES	**$ 1,818,128**	**$ 1,681,491**	**$ 1,755,150**	**$ 1,692,050**

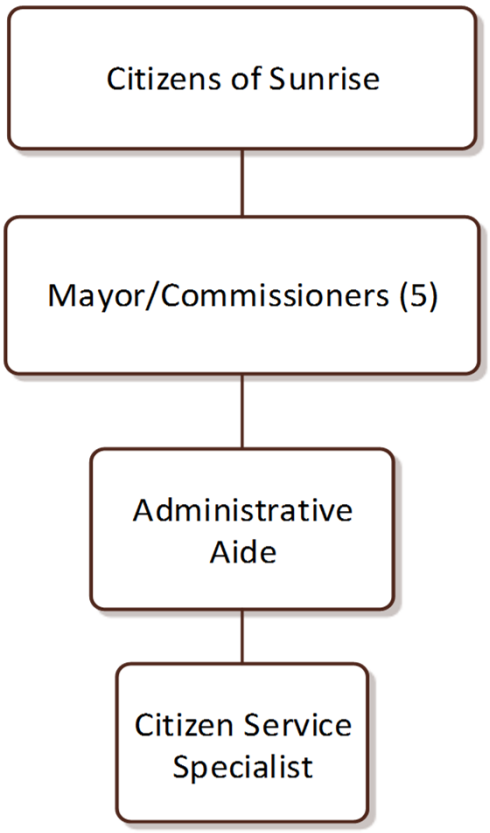
FUND 001 - GENERAL

		FY 13/14 ACTUALS	FY 14/15 ACTUALS	FY 15/16 ADOPTED	FY 16/17 ADOPTED
MISCELLANEOUS REVENUES					
361.02-00	Super Now Accounts	$ 5,990	$ -	$ -	$ -
361.03-00	CD's And T-Bills	167,187	-	-	-
361.10-00	Interest & Dividends	69	-	-	-
361.10-01	Interest & Dividends	-	347,535	200,000	192,500
361.10-03	Investment Income	-	-	-	96,300
361.20-00	State Pool	11,489	-	-	-
361.30-00	Inc(Dec) Fair Value SBA	(85,764)	-	-	-
361.39-00	Inc(Dec) Fair Value Other	(7,169)	17,340	-	-
361.44-40	Loan	21,994	16,910	11,560	5,930
362.00-00	Rentals	155,578	183,212	158,690	169,390
364.01-00	Cash Proceeds	43,215	9,185	20,000	20,000
364.61-00	Sale of Land	-	5,000	-	-
366.10-00	Donations to Leisure Svcs	7,179	36,800	-	-
366.10-01	Sponsorships Earth Day	-	1,000	10,000	5,000
366.10-02	Sponsorships	46,200	78,800	2,000	-
366.31-01	Misc Donations	265	120	45,000	66,120
366.40-00	Miscellaneous Donations	2,404	-	-	-
369.04-00	Code Liens Satisfaction	234,633	254,753	350,000	300,000
369.06-00	Insurance Receipts	11,637	4,205	15,000	15,000
369.08-00	Legal Claims Reimbursement	14,053	28,310	-	-
369.11-03	Registry	102,400	88,800	105,260	100,000
369.12-00	School Board Broward County	19,798	22,232	12,000	21,610
369.13-00	Lien Amnesty Program	515,946	162,418	149,000	-
369.17-00	Eminent Domain Interest	1	1	-	-
369.43-00	All Service Contract Fee	796,220	815,010	831,310	675,000
369.90-00	Other Miscellaneous	623,250	2,291,486	239,850	362,500
369.99-00	Prior Yr Revenue/Expense	125,005	32,317	-	-
	TOTAL MISCELLANEOUS REVENUES	**$ 2,811,580**	**$ 4,395,434**	**$ 2,149,670**	**$ 2,029,350**
OTHER SOURCES					
381.12-00	Impact Fees Fund 125	$ -	$ -	$ -	$ 107,400
381.23-00	Public Service Fund 203	638,956	-	-	-
381.27-00	Sunrise Lakes Ii Fund 207	1,448	-	-	-
381.41-00	Trans Fr Util-Fd 401-RO	8,300,000	-	-	-
381.41-01	Utility Fund 401-Gas ROI	323,684	-	-	-
381.52-00	Vehicle R & R Fund 502	2,000,000	-	-	-
381.53-00	Recycling Fund 435	908,896	910,773	928,730	-
381.64-11	W/WW ROI	-	4,554,741	4,740,750	4,817,170
381.74-11	Gas ROI	-	195,659	340,000	340,000
389.90-10	From Fund Balance*	-	-	-	40,000
	TOTAL OTHER SOURCES	**$ 12,172,984**	**$ 5,661,173**	**$ 6,009,480**	**$ 5,304,570**
	TOTAL REVENUES	**$ 124,583,870**	**$ 118,591,025**	**$ 119,954,110**	**$ 121,719,570**

*Appropriation from Economic Development Designation Fund.

CITY OF SUNRISE
FLORIDA

CITY COMMISSION'S OFFICE



CITY COMMISSION'S OFFICE (1101-511)

PROGRAM/SERVICES DESCRIPTION

Authority is vested in the City Commission to legislate policies, enact ordinances, conduct public hearings, and approve agreements/contracts. The role of the City Commission's Office is to provide logistical support to the City Commission and to work with individual Commissioners as needed, including conducting research, travel arrangements, and calendar management. The office also provides constituent services, fielding questions/comments from members of the public and routing/responding to them as appropriate. The office is also responsible to work with the City Manager on the development and dissemination of all City Commission meeting agendas, including working with city staff on individual agenda items.

FY 2015/2016 HIGHLIGHTS AND ACCOMPLISHMENTS

- Named Chess City of the Year for 2015 by the U.S. Chess Federation in recognition of the City's scholastic chess initiative.
- U.S. Conference of Mayors named Sunrise one of the “Most Livable Cities in America" for 2015 on the strength of its scholastic chess programs and Mayor Ryan's support of community-based chess.
- Established the Veterans Advisory Board.

FY 2016/2017 OBJECTIVES/GOALS

- Continue to provide quality, efficient services to the City Commission, citizens, visitors and businesses through open communication and timely responses.
- Continue to meet the needs and concerns of the residents and businesses of the City of Sunrise with effective representation and legislation.
- Foster transparent, effective communication between the Mayor, Commissioners, City Manager's office, and our community.

CITY COMMISSION'S OFFICE (1101-511)

	FY 13/14 ACTUALS	FY 14/15 ACTUALS	FY 15/16 ADOPTED	FY 16/17 ADOPTED
EXPENDITURES				
Personnel Services	$ 574,796	$ 634,671	$ 658,270	$ 683,290
Operating Expenses	53,199	69,678	88,220	87,290
TOTAL EXPENDITURES	**$ 627,995**	**$ 704,349**	**$ 746,490**	**$ 770,580**

SIGNIFICANT CHANGES FROM FISCAL YEAR 2015/2016 ADOPTED BUDGET

PERSONNEL SERVICES $ 25,020

The positive variance is primarily attributed to cost of living and merit increases and annual increases in pension and insurance benefits.

OPERATING EXPENSES $ (930)

The negative variance is primarily attributed to a decrease in communications.

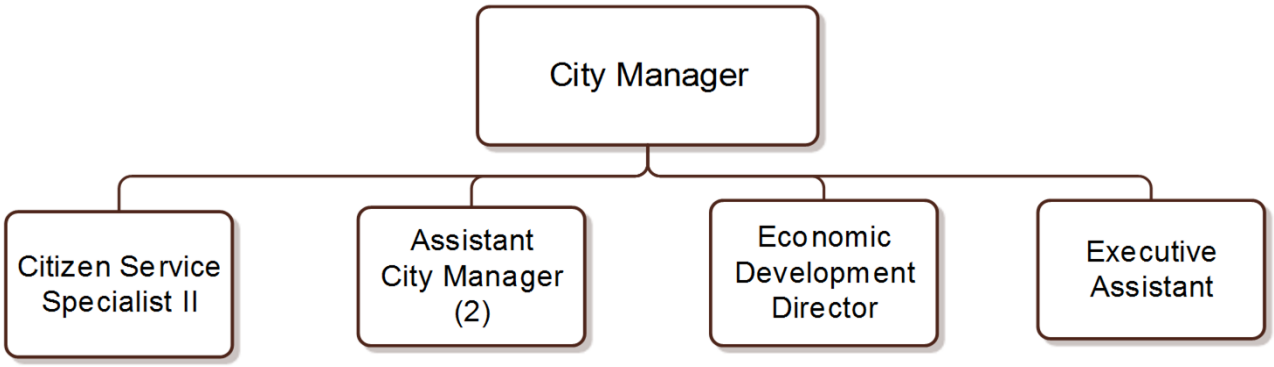
PERSONNEL COMPLEMENT

POSITION TITLE	FY 13/14 ACTUALS	FY 14/15 ACTUALS	FY 15/16 ADOPTED	FY 16/17 ADOPTED
Mayor	1	1	1	1
Deputy Mayor	1	1	1	1
Assistant Deputy Mayor	1	1	1	1
Commissioner(s)	2	2	2	2
Administrative Aide	1	1	1	1
Citizen Service Specialist	1	1	1	1
TOTAL POSITIONS	**7**	**7**	**7**	**7**

CITY COMMISSION'S OFFICE (1101-511)

		FY 13/14 ACTUALS	FY 14/15 ACTUALS	FY 15/16 ADOPTED	FY 16/17 ADOPTED
PERSONNEL SERVICES					
12-01	Salaries	$ 318,776	$ 360,035	$ 358,300	$ 368,500
14-01	Overtime/Time And A Half	2,364	987	1,840	1,840
14-02	Overtime/Straight Time	1,116	1,434	840	840
15-01	Executive Expense	19,253	19,253	19,200	19,200
15-04	Auto Allowance	9,626	9,626	9,600	9,600
21-01	SS & Medicare Matching	26,608	29,693	29,840	29,940
22-01	Pension-General	102,898	93,549	97,320	103,660
22-04	401A Contributions	-	12,448	10,780	12,760
23-01	Health	93,330	98,634	119,900	126,150
23-05	Long Term Care	-	1,038	2,490	2,490
23-06	Dental	-	2,296	2,320	2,470
23-07	Catastrophic/Intensive Care	-	4,928	4,950	4,950
24-00	Workers' Compensation	825	750	890	890
	TOTAL PERSONNEL SERVICES	**$ 574,796**	**$ 634,671**	**$ 658,270**	**$ 683,290**
OPERATING EXPENSES					
40-01	Travel & Per Diem	$ 20,868	$ -	$ -	$ -
40-04	Travel/In-County	-	-	900	900
40-05	Travel/Out Of County	376	6,541	8,700	8,700
40-06	Travel/Out Of State	-	12,877	20,000	20,000
41-01	Communications	8,891	4,845	5,790	4,860
41-06	Communication Equipment	-	280	-	-
42-01	Postage	-	116	550	550
44-06	Copiers	-	6,915	6,920	6,920
44-07	Per Print Cost	-	406	720	720
47-01	Printing & Binding	390	324	1,900	960
47-02	Photocopying Costs	9,145	-	-	-
49-09	Registration Fees	-	-	-	940
51-01	Office Supplies	2,172	3,318	3,500	3,500
52-90	Other Supplies & Expenses	4,238	-	-	-
52-95	Other Materials & Supplies	-	2,687	2,900	2,900
54-01	Subs & Memberships	6,299	30,029	32,140	32,140
54-02	Tuition	820	-	-	-
55-01	Training Registration	-	1,340	4,200	4,200
	TOTAL OPERATING EXPENSES	**$ 53,199**	**$ 69,678**	**$ 88,220**	**$ 87,290**
	TOTAL EXPENDITURES	**$ 627,995**	**$ 704,349**	**$ 746,490**	**$ 770,580**

CITY MANAGER'S OFFICE



CITY MANAGER'S OFFICE (1201-512)

PROGRAM/SERVICES DESCRIPTION

Mission

The City Manager's office is responsible for the professional management of the governmental organization of the City of Sunrise, always focused on providing high quality and ethical leadership on behalf of the City Commission, residents, employees, businesses, and other community stakeholders.

Overview

The City Manager serves as the Chief Administrative Officer for the City of Sunrise, responsible for the day to day management of the governmental organization. Key responsibilities include: preparation and implementation of the City's annual budget, execution of the strategic vision and policies established by the City Commission, providing technical expertise and recommendations to the City Commission, and developing/maintaining an organization that works effectively, efficiently and cooperatively for the benefit of the residents and other community stakeholders of the City of Sunrise.

FY 2015/2016 HIGHLIGHTS AND ACCOMPLISHMENTS

- First Amended and Restated Agreement between the City of Sunrise and Arena Operating Company executed with retroactive payments and new funding arrangements for the future.
- Completed Collective Bargaining Agreements with various unions.
- Presented a Budget that maintained the City's property tax rate at 6.0543 mills for the seventh consecutive year with no use of appropriated fund balance or one-time revenues for ongoing expenses.
- Worked closely with the Governor, State Legislators, Florida Department of Transportation, and local business leaders to advance various critical transportation infrastructure improvement projects within the City of Sunrise.
- Prepared a comprehensive document to promote the City's legislative priorities regarding State of Florida issues, pending legislation, and funding requests for various City initiatives.
- Engaged with various State Legislators and the Governor to successfully secure a legislative appropriation in the amount of $450,000 toward the cost of a Stormwater Master Plan.
- Vigorously pursued various economic development initiatives to recruit new businesses, retain and expand existing businesses, and promote entrepreneurship development.

FY 2016/2017 OBJECTIVES/GOALS

- Provide effective leadership for an organization that embraces a culture of inclusion, empowerment, collaboration, and transparency.
- Make effective use of available resources and promote sound, sustainable financial management in all areas by continuing to review the City's short and long term fiscal situation and promote fiscal reforms when appropriate.
- Enhance the quality of life for all residents of the Sunrise community by aligning service offerings to the needs of the entire population.

CITY MANAGER'S OFFICE (1201-512)

	FY 13/14 ACTUALS	FY 14/15 ACTUALS	FY 15/16 ADOPTED	FY 16/17 ADOPTED
EXPENDITURES				
Personnel Services	$ 913,131	$ 1,059,197	$ 1,219,130	$ 1,253,970
Operating Expenses	44,771	10,324	40,240	32,200
TOTAL EXPENDITURES	**$ 957,902**	**$ 1,069,521**	**$ 1,259,370**	**$ 1,286,170**

SIGNIFICANT CHANGES FROM FISCAL YEAR 2015/2016 ADOPTED BUDGET

PERSONNEL SERVICES $ 34,840

The positive variance is primarily attributed to cost of living and merit increases and annual increases in pension and insurance benefits.

OPERATING EXPENSES $ (8,040)

The negative variance is primarily attributed to the reallocation of expenses for memberships to Non-Departmental (4901).

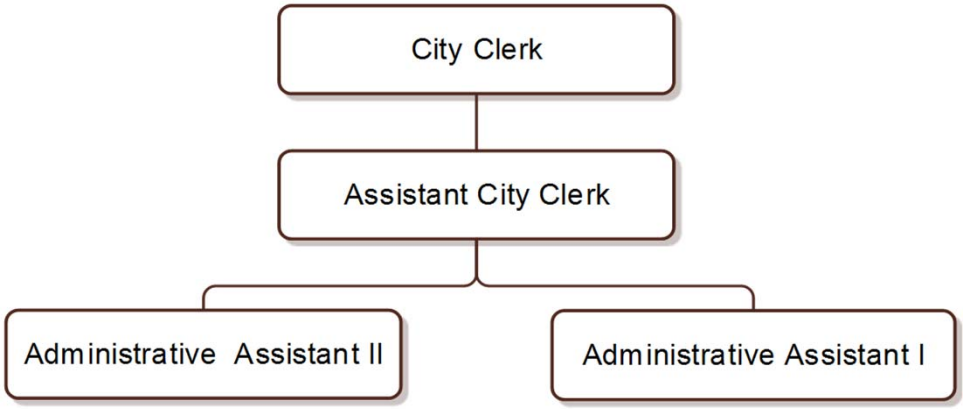
PERSONNEL COMPLEMENT

POSITION TITLE	FY 13/14 ACTUALS	FY 14/15 ACTUALS	FY 15/16 ADOPTED	FY 16/17 ADOPTED
City Manager	1	1	1	1
Assistant City Manager	1	1	2	2
Executive Assistant	2	1	1	1
Economic Development Director	1	1	1	1
Business Outreach Coordinator	1	0	0	0
Citizen Service Specialist II	0	1	1	1
TOTAL POSITIONS	**6**	**5**	**6**	**6**

CITY MANAGER'S OFFICE (1201-512)

		FY 13/14 ACTUALS	FY 14/15 ACTUALS	FY 15/16 ADOPTED	FY 16/17 ADOPTED
PERSONNEL SERVICES					
12-01	Salaries	$ 630,358	$ 715,284	$ 810,270	$ 841,470
14-01	Overtime/Time And A Half	2,135	449	1,500	1,200
14-02	Overtime/Straight Time	1,092	1,700	2,500	2,500
15-01	Executive Expense	-	185	2,500	2,500
15-03	Leave Payout	-	35,122	-	-
15-04	Auto Allowance	2,407	3,987	4,800	4,800
15-06	Deferred Compensation	23,063	26,425	24,000	24,000
21-01	SS & Medicare Matching	39,396	46,360	64,690	65,610
22-01	Pension-General	163,607	74,417	120,240	137,060
22-04	401A Contributions	-	72,278	67,950	68,200
23-01	Health	49,592	75,585	110,840	97,970
23-05	Long Term Care	-	2,725	4,310	3,080
23-06	Dental	-	1,157	1,320	1,400
23-07	Catastrophic/Intensive Care	-	2,033	2,170	2,230
24-00	Workers' Compensation	1,481	1,490	2,040	1,950
	TOTAL PERSONNEL SERVICES	**$ 913,131**	**$ 1,059,197**	**$ 1,219,130**	**$ 1,253,970**
OPERATING EXPENSES					
34-04	Temporary Services	$ 10,503	$ 1,745	$ -	$ -
34-20	Misc Contract Services	-	6	150	150
40-01	Travel & Per Diem	3,385	-	-	-
40-02	Local Mileage	313	306	2,600	1,650
40-05	Travel/Out Of County	225	1,823	7,400	7,400
40-06	Travel/Out Of State	-	-	5,400	5,400
41-01	Communications	4,966	1,099	2,280	2,280
42-01	Postage	-	91	200	200
44-07	Per Print Cost	-	643	1,800	1,500
46-10	Fleet Charges	1,650	-	-	-
46-13	Maint Communication Equip	-	-	60	-
47-01	Printing & Binding	62	150	400	800
47-02	Photocopying Costs	758	-	-	-
48-04	Economic Development	-	-	-	500
49-54	Vehicle Replacement Funding	12,000	-	-	-
51-01	Office Supplies	1,514	1,029	1,600	1,600
52-01	Gas & Oil	2,509	-	-	-
52-03	Uniforms	-	100	400	400
52-90	Other Supplies & Expenses	561	-	-	-
52-95	Other Materials & Supplies	-	426	500	500
54-01	Subs & Memberships	4,007	2,666	14,350	6,200
54-02	Tuition	2,318	-	-	-
55-01	Training Registration	-	240	3,100	3,620
	TOTAL OPERATING EXPENSES	**$ 44,771**	**$ 10,324**	**$ 40,240**	**$ 32,200**
	TOTAL EXPENDITURES	**$ 957,902**	**$ 1,069,521**	**$ 1,259,370**	**$ 1,286,170**

CITY CLERK'S OFFICE



CITY CLERK'S OFFICE (1301-511)

PROGRAM/SERVICES DESCRIPTION

The City Clerk is the official Secretary to the City of Sunrise and the City Commission, and is responsible for the following: a) Custodian of the City Seal; b) Local Supervisor of Elections; c) Local Financial Disclosure Coordinator; d) Records Custodian and Records Management Liaison Officer with the State of Florida, overseeing the storage of active and inactive records, and the disposition of obsolete records in accordance with State of Florida guidelines; e) maintaining, updating and distributing the City Charter and Code of Ordinances f) attesting to documents, legislation, checks, warrants, and certificates; g) maintaining and safeguarding original documents for the City such as minutes of public meetings, ordinances, resolutions, contracts, and agreements h) providing for disaster recovery of official documents; i) representing the City in court on public records requests as may be required; j) coordinating all aspects of the Advisory Board appointment process, maintaining records of Board activities and training board members and staff regarding the Sunshine Law and Public Record Act; k) handling all details of elections for the General Employees', Police Officers' and Firefighters' Retirement Plan Boards; l) coordinating and responding to lien inquiries; m) responding to public records requests from the public, departments and other governmental agencies, including specific research when required; n) providing training to City staff regarding the Public Records Act; o) registering lobbyists and receiving their expense reports; and p) Local Filing Officer for Broward County Ethics Disclosures.

FY 2015/2016 HIGHLIGHTS AND ACCOMPLISHMENTS

◊ Provided comprehensive records management training for City employees in conjunction with the State of Florida.

◊ Conducted elections for General Employees', Firefighters' and Police Officers' Retirement Plan Boards.

◊ Implemented new Lobbyist Registration/Ethics Disclosure Database, as well as the design and implementation of County-mandated changes to the same.

FY 2016/2017 OBJECTIVES/GOALS

◊ Oversee first early voting site to be conducted in Sunrise for a presidential election.

◊ Conduct November 2016 Municipal Election.

◊ Implement a web-based lien inquiry process to make city lien inquiries more efficient.

PERFORMANCE MEASURES	FY 2014/2015 ACTUAL	FY 2015/2016 TARGET	3/31/2016 ACTUAL	FY 2016/2017 TARGET
Number of internally generated responses to requests	115	111	53	111
Percentage of internally generated responses within 3 days	99%	95%	100%	95%
Number of externally generated responses to requests	498	525	240	489
Percentage of externally generated responses within 10 days	88%	90%	95%	90%

CITY CLERK'S OFFICE (1301-511)

	FY 13/14 ACTUALS	FY 14/15 ACTUALS	FY 15/16 ADOPTED	FY 16/17 ADOPTED
REVENUES				
Service Revenues	$ -	$ 591,120	$ 525,000	$ 550,800
TOTAL REVENUES	**$ -**	**$ 591,120**	**$ 525,000**	**$ 550,800**
EXPENDITURES				
Personnel Services	$ 411,038	$ 454,708	$ 487,360	$ 515,870
Operating Expenses	25,413	91,426	119,040	195,100
TOTAL EXPENDITURES	**$ 436,451**	**$ 546,134**	**$ 606,400**	**$ 710,970**

SIGNIFICANT CHANGES FROM FISCAL YEAR 2015/2016 ADOPTED BUDGET

REVENUES $ 25,800

The positive variance is primarily attributed to an increase in the number of lien inquiries.

PERSONNEL SERVICES $ 28,510

The positive variance is primarily attributed to cost of living and merit increases and annual increases in pension and insurance benefits.

OPERATING EXPENSES $ 76,060

The positive variance is primarily attributed to increased costs for the November 2016 General Election and the Web-Based Lein Inquiry Pilot Program.

PERSONNEL COMPLEMENT

POSITION TITLE	FY 13/14 ACTUALS	FY 14/15 ACTUALS	FY 15/16 ADOPTED	FY 16/17 ADOPTED
City Clerk	1	1	1	1
Assistant City Clerk	1	1	1	1
Administrative Assistant II	1	1	1	1
Administrative Assistant I	0	1	1	1
Clerk Typist II	1	0	0	0
TOTAL POSITIONS	**4**	**4**	**4**	**4**

CITY CLERK'S OFFICE (1301-511)

		FY 13/14 ACTUALS	FY 14/15 ACTUALS	FY 15/16 ADOPTED	FY 16/17 ADOPTED
SERVICE REVENUES					
341.90-01	Lien Inquiry	$ -	$ 591,120	$ 525,000	$ 550,800
	TOTAL SERVICE REVENUES	**$ -**	**$ 591,120**	**$ 525,000**	**$ 550,800**
	TOTAL REVENUES	**$ -**	**$ 591,120**	**$ 525,000**	**$ 550,800**
PERSONNEL SERVICES					
12-01	Salaries	$ 244,197	$ 271,277	$ 284,700	$ 298,810
14-01	Overtime/Time And A Half	186	242	830	830
14-02	Overtime/Straight Time	316	415	620	620
15-04	Auto Allowance	3,610	3,610	3,600	3,600
21-01	SS & Medicare Matching	19,059	20,911	22,170	22,800
22-01	Pension-General	92,999	86,696	87,250	96,410
22-04	401A Contributions	-	10,059	9,990	10,870
23-01	Health	50,020	54,341	70,870	74,560
23-05	Long Term Care	-	4,067	4,080	4,070
23-06	Dental	-	990	1,000	1,060
23-07	Catastrophic/Intensive Care	-	1,550	1,560	1,560
24-00	Workers' Compensation	651	550	690	680
	TOTAL PERSONNEL SERVICES	**$ 411,038**	**$ 454,708**	**$ 487,360**	**$ 515,870**
OPERATING EXPENSES					
31-30	Professional Services	$ -	$ -	$ -	$ 60,570
34-02	Records Retention	763	1,001	2,000	1,100
34-04	Temporary Services	-	3,675	-	-
40-01	Travel & Per Diem	1,297	-	-	-
40-02	Local Mileage	88	16	100	100
40-05	Travel/Out Of County	-	1,414	2,000	-
40-06	Travel/Out of State	-	-	-	1,520
41-01	Communications	5,264	1,450	1,800	1,360
42-01	Postage	-	5	1,400	1,400
46-11	Maint Office Equipment	370	192	400	400
47-01	Printing & Binding	518	488	1,090	200
47-02	Photocopying Costs	197	-	-	-
47-03	Municipal Code	13,093	6,291	13,000	10,000
49-01	Lien Recording Fees	-	9,849	11,000	12,000
49-03	Boards	-	43,819	76,510	72,870
49-06	Elections	-	17,510	5,000	29,910
49-08	Permits & Licenses	-	-	-	200
51-01	Office Supplies	1,348	1,292	1,000	1,700
52-08	Non-Capital Computer	-	2,754	1,590	-
52-90	Other Supplies & Expenses	515	-	-	-
52-95	Other Materials & Supplies	-	118	400	-
54-01	Subs & Memberships	1,130	1,152	950	970
54-02	Tuition	830	-	-	-
55-01	Training Registration	-	400	800	800
	TOTAL OPERATING EXPENSES	**$ 25,413**	**$ 91,426**	**$ 119,040**	**$ 195,100**
	TOTAL EXPENDITURES	**$ 436,451**	**$ 546,134**	**$ 606,400**	**$ 710,970**

PROGRAM MODIFICATION-SUPPLEMENTAL REQUEST

Automated Lien Inquiry Pilot Program

DEPT/ DIV NO.	DEPARTMENT NAME	DIVISION NAME	TOTAL COST
1301	CITY CLERK'S OFFICE		$ 60,570

Justification

City staff is recommending that the City of Sunrise transition to web-based lien inquiry reports. Currently lien inquiries take between three to five days to complete using a manual process. Using a web-based product, the lien report would be returned to the requestor immediately. The new process would improve customer service by allowing title companies to perform the lien inquiries on a just-in-time basis.

Required Resources

Personnel Costs

Number of Positions (A)	Title	Salary (B)	Fringe Benefits (C)	Cost A x (B+C)
			-	-
			-	-
			-	-
			Total Personnel Costs	$ -

Recurring Operating Costs

Account Number	Description	Cost
31-30	Professional Services	60,570
	Total Recurring Operating Costs	$ 60,570

One -Time Costs

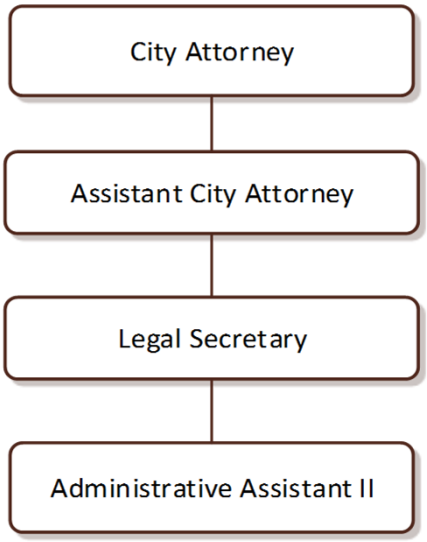
Account Number	Description	Cost
	Total One-Time Costs	$ -

Benefits

Using a web-based product, the lien report would be returned to the requestor immediately. The new process would improve customer service by allowing title companies to perform the lien inquiries on a just-in-time basis.

CITY OF SUNRISE
FLORIDA

CITY ATTORNEY'S OFFICE



CITY ATTORNEY'S OFFICE (1401-514)

PROGRAM/SERVICES DESCRIPTION

The City Attorney's Office serves as the principal legal counsel to the City's elected officials and staff. The City Attorney, individually and through the Assistant City Attorney and staff, performs the following functions: 1.) assists, meets with and provides legal counsel to the City Commission, City Manager and all departments on the legal aspects of City business, contracts, leases, bids, risk management matters, personnel matters, development issues, real estate transactions, ordinances and resolutions; 2.) assists in the preparation of agenda ordinances and resolutions, including backup materials; 3.) renders ethics opinions; 4.) interacts with consultants, other governmental entities, private enterprise and local citizens; 5.) interprets laws and ordinances; 6.) prosecutes municipal code violations in court and before the Code Enforcement Special Magistrate; 7.) represents the City in civil matters in all courts, including red light camera violations, confiscation forfeiture actions and other matters; 8.) serves as liaison to special legal counsel; and 9.) conducts all administrative functions of a City Department.

FY 2015/2016 HIGHLIGHTS AND ACCOMPLISHMENTS

- ◊ Prevailed on the School Property Development's Petition for Writ of Certiorari regarding the City's denial of the K-12 special exception. Won the companion declaratory judgment suit.
- ◊ First Amended and Restated Agreement between the City of Sunrise and Arena Operating Company executed with retroactive payments and new funding arrangements for the future.
- ◊ Expected to complete purchase of several properties for the City relating to projects funded by the City's General Obligation Bonds for Park, Recreation and Leisure Services.

FY 2016/2017 OBJECTIVES/GOALS

- ◊ Develop the agreements for land use and resolutions and ordinances for the bond financing for Metropica.
- ◊ Continue to work with the City Manager to negotiate expired collective bargaining agreements.
- ◊ Assist the City in the purchase of properties and with project agreements related to the design and construction for the City's General Obligation Bonds for Parks, Recreation and Leisure Services.

PERFORMANCE MEASURES	FY 2014/2015 ACTUAL	FY 2015/2016 TARGET	3/31/2016 ACTUAL	FY 2016/2017 TARGET
Number of Resolutions/Ordinances prepared	386	365	152	350
Number of Code Cases prosecuted	1,018	1,000	648	800
Number of Foreclosure Cases	117	100	70	100
Number of Bankruptcies/Tax Deeds	291	250	262	250

CITY ATTORNEY'S OFFICE (1401-514)

	FY 13/14 ACTUALS	FY 14/15 ACTUALS	FY 15/16 ADOPTED	FY 16/17 ADOPTED
EXPENDITURES				
Personnel Services	$ 622,527	$ 691,075	$ 736,100	$ 749,460
Operating Expenses	17,117	330,187	490,560	490,870
TOTAL EXPENDITURES	**$ 639,644**	**$ 1,021,262**	**$ 1,226,660**	**$ 1,240,330**

SIGNIFICANT CHANGES FROM FISCAL YEAR 2015/2016 ADOPTED BUDGET

PERSONNEL SERVICES $ 13,360

The positive variance is primarily attributed to an increase in deferred compensation offset by a decrease in the projected employee sick and vacation leave cashout incentive.

OPERATING EXPENSES $ 310

The positive variance is primarily attributed to an annual price increase in Westlaw Subscription services.

PERSONNEL COMPLEMENT

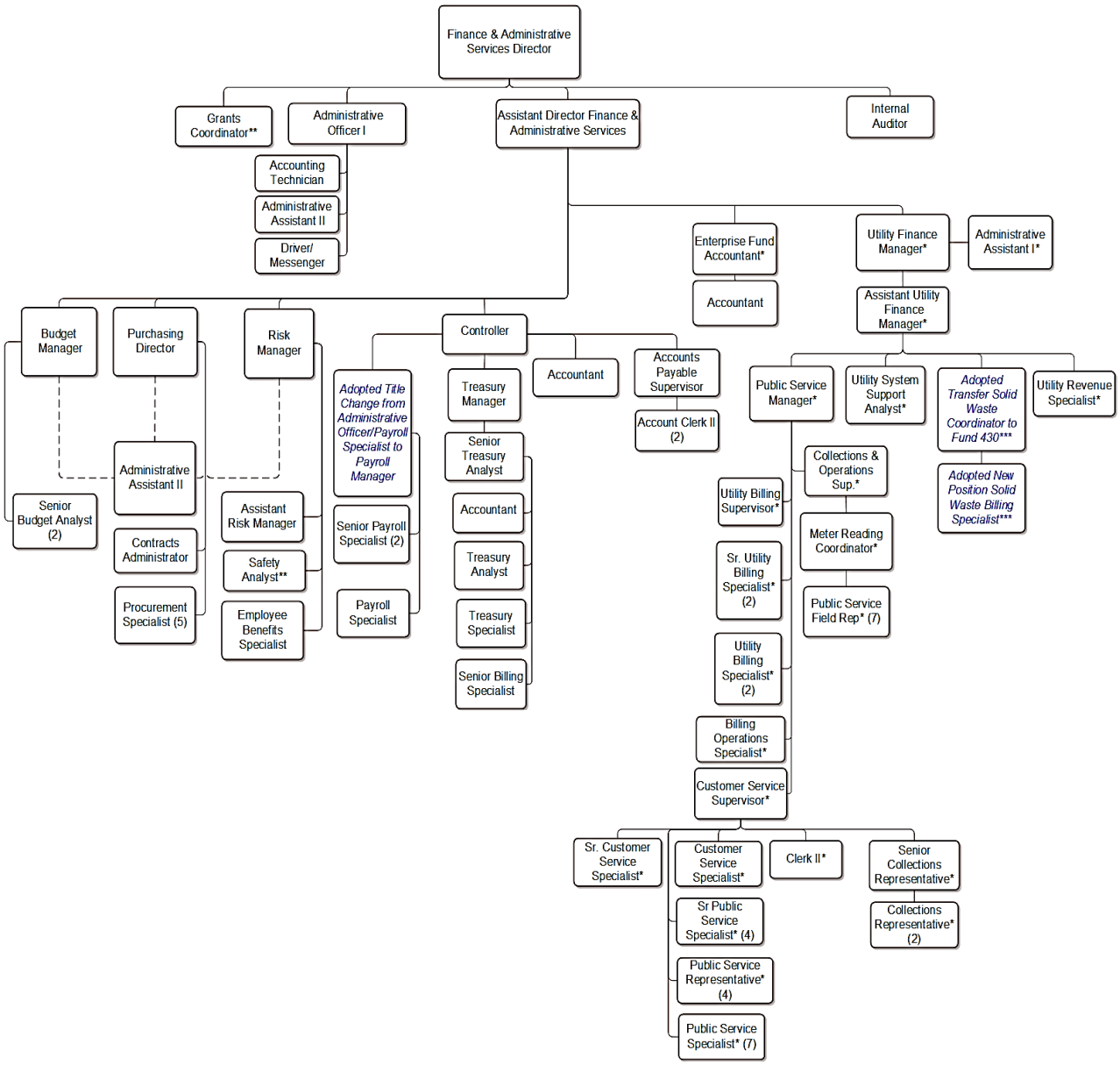
POSITION TITLE	FY 13/14 ACTUALS	FY 14/15 ACTUALS	FY 15/16 ADOPTED	FY 16/17 ADOPTED
City Attorney	1	1	1	1
Assistant City Attorney	1	1	1	1
Legal Secretary	1	1	1	1
Administrative Assistant II	1	1	1	1
TOTAL POSITIONS	**4**	**4**	**4**	**4**

CITY ATTORNEY'S OFFICE (1401-514)

		FY 13/14 ACTUALS	FY 14/15 ACTUALS	FY 15/16 ADOPTED	FY 16/17 ADOPTED
PERSONNEL SERVICES					
12-01	Salaries	$ 390,288	$ 445,553	$ 472,020	$ 471,790
14-01	Overtime/Time And A Half	-	-	50	50
14-02	Overtime/Straight Time	2	1	150	150
15-01	Executive Expense	-	-	1,500	1,500
15-04	Auto Allowance	6,016	6,016	6,000	6,000
15-06	Deferred Compensation	17,548	17,937	18,000	24,000
21-01	SS & Medicare Matching	25,672	28,299	38,080	37,670
22-01	Pension-General	144,459	148,958	146,510	151,650
23-01	Health	37,691	43,371	52,740	55,480
23-06	Dental	-	180	-	200
24-00	Workers' Compensation	851	760	1,050	970
	TOTAL PERSONNEL SERVICES	**$ 622,527**	**$ 691,075**	**$ 736,100**	**$ 749,460**
OPERATING EXPENSES					
31-11	Legal Services*	$ -	$ 230,242	$ 298,670	$ 298,670
31-13	Labor Relations	-	84,978	168,590	168,590
31-14	Court Costs	5	-	-	-
34-02	Records Retention	596	876	840	840
40-01	Travel & Per Diem	3,428	-	-	-
40-02	Local Mileage	-	4	100	100
40-05	Travel/Out Of County	-	2,601	3,700	4,380
41-01	Communications	4,772	954	1,000	960
42-01	Postage	-	250	570	570
44-07	Per Print Cost	-	366	600	600
46-11	Maint Office Equipment	134	-	150	150
47-01	Printing & Binding	114	66	200	200
47-02	Photocopying Costs	798	-	-	-
49-20	Title Searches	-	1,920	3,120	2,290
51-01	Office Supplies	928	938	2,730	2,730
52-90	Other Supplies & Expenses	97	-	-	-
52-95	Other Materials & Supplies	-	378	570	570
54-01	Subs & Memberships	885	1,049	1,110	1,110
54-02	Tuition	1,942	-	-	-
54-05	Law Library	3,418	3,540	6,300	6,650
55-01	Training Registration	-	2,025	2,210	2,460
55-02	Tuition Reimbursement	-	-	100	-
	TOTAL OPERATING EXPENSES	**$ 17,117**	**$ 330,187**	**$ 490,560**	**$ 490,870**
	TOTAL EXPENDITURES	**$ 639,644**	**$ 1,021,262**	**$ 1,226,660**	**$ 1,240,330**

*Legal Services reallocated from Non-Department 4901 in FY 2014/15

FINANCE AND ADMINISTRATIVE SERVICES DEPARTMENT



* Positions Funded by Water & Wastewater Fund (401)

** Positions Split-Funded by General Fund(001)/ Water & Wastewater Fund (401)/ Stormwater Fund (444)

*** Positions Funded by Sanitation Fund 430

FINANCE (1510-513)

PROGRAM/SERVICES DESCRIPTION

Finance oversees the major financial internal service functions providing critical support to operating and other internal service departments. Finance is responsible for ensuring the integrity of the City's financial records, as well as billing for services rendered, administering the collection of revenues, and investing of City funds. The division is also responsible for payroll, accounts payable, annual report preparation, bond issuances, and debt management services. All activities are in conformance with generally accepted accounting principles, sound business practices, municipal ordinances, and Federal and State statutes.

FY 2015/2016 HIGHLIGHTS AND ACCOMPLISHMENTS

- Revised investment policy to allow for greater investment return while maintaining safety of capital and liquidity. The updated policy was adopted in August 2015 and fully implemented in FY2016.
- Continued moving toward a paperless environment. Documents related to accounts payable, payroll, cash receipts, and journal entries are being scanned and stored electronically.
- Improved the certified mail process from a manual process through the implementation of an electronic receipt mail process.

FY 2016/2017 OBJECTIVES/GOALS

- Begin implementation of the Electronic Funds Transfer (EFT) payments to increase automated vendor payments.
- Replace manual timekeeping processing with the implementation of the KRONOS, an automated system.
- Begin the Enterprise Resource Planning (ERP) conversion from NaviLine (SunGard Public Sector) system to the Tyler Munis financial solution.

PERFORMANCE MEASURES	FY 2014/2015 ACTUAL	FY 2015/2016 TARGET	3/31/2016 ACTUAL	FY 2016/2017 TARGET
Received Certificate of Achievement Award	Yes	Yes	Yes	Yes
Percentage of false alarms billed within 5 business days	89%	100%	95%	100%
Percentage of fire inspections billed within 5 business days	95%	100%	89%	100%
Percentage of invoices processed for vendor payments within 30 days	99%	100%	100%	100%

FINANCE (1510-513)

	FY 13/14 ACTUALS	FY 14/15 ACTUALS	FY 15/16 ADOPTED	FY 16/17 ADOPTED
EXPENDITURES				
Personnel Services	$ 2,366,350	$ 2,311,984	$ 2,772,340	$ 2,802,540
Operating Expenses	189,744	306,188	359,310	354,470
Capital Outlay	4,007	1,318	5,360	-
TOTAL EXPENDITURES	**$ 2,560,101**	**$ 2,619,490**	**$ 3,137,010**	**$ 3,157,010**

SIGNIFICANT CHANGES FROM FISCAL YEAR 2015/2016 ADOPTED BUDGET

PERSONNEL SERVICES $ 30,200

The positive variance is primarily attributed to organizational and base salary changes and increases in pension.

OPERATING EXPENSES $ (4,840)

The negative variance is primarily attributed to a decrease in banking services fees.

PERSONNEL COMPLEMENT

POSITION TITLE	FY 13/14 ACTUALS	FY 14/15 ACTUALS	FY 15/16 ADOPTED	FY 16/17 ADOPTED
Finance & Admin Services Director	1	1	1	1
Finance Director	1	0	0	0
Administrative Officer I	0	1	1	1
Controller	0	1	1	1
Driver/Messenger	2	0	1	1
Administrative Assistant II	1	1	1	1
Asst Dir Fin & Admin Services	1	1	1	1
Treasury Manager	1	1	1	1
Senior Accountant	1	0	0	0
Accountant	2	2	3	3
Senior Billing Specialist	1	1	1	1
Billing Manager	1	1	0	0
Treasury Analyst	1	1	1	1
Grants Coordinator	1	1	1	1
Senior Treasury Analyst	1	1	1	1
Accounting Technician	1	1	1	1
Senior Payroll Specialist	2	2	2	2
Payroll Specialist	1	1	1	1
Account Clerk II	2	2	2	2
Treasury Specialist	1	1	1	1
Accounts Payable Supervisor	1	1	1	1
Internal Auditor	1	1	1	1
Payroll Manager	0	0	0	1
Admin Officer/Payroll Specialist	1	1	1	0
TOTAL POSITIONS	**25**	**23**	**24**	**24**

FINANCE (1510-513)

		FY 13/14 ACTUALS	FY 14/15 ACTUALS	FY 15/16 ADOPTED	FY 16/17 ADOPTED
PERSONNEL SERVICES					
12-01	Salaries	$ 1,543,521	$ 1,479,735	$ 1,715,150	$ 1,697,970
14-01	Overtime/Time And A Half	10,065	21,166	7,150	7,150
14-02	Overtime/Straight Time	19,615	22,642	13,200	13,200
15-03	Leave Payout	-	41,683	-	-
15-04	Auto Allowance	3,462	3,376	2,400	2,400
16-01	Annual Leave Pay-Out	-	-	44,530	19,880
17-01	Sick Leave Pay-Out	-	-	45,620	21,430
21-01	SS & Medicare Matching	121,628	113,979	142,350	134,790
22-01	Pension-General	423,860	377,807	432,100	519,900
22-04	401A Contributions	-	9,256	9,100	6,280
23-01	Health	240,670	227,869	345,540	367,840
23-05	Long Term Care	-	4,072	4,070	2,090
23-06	Dental	-	2,475	2,500	2,120
23-07	Catastrophic/Intensive Care	-	4,484	4,490	3,510
24-00	Workers' Compensation	3,529	3,440	4,140	3,980
	TOTAL PERSONNEL SERVICES	**$ 2,366,350**	**$ 2,311,984**	**$ 2,772,340**	**$ 2,802,540**
OPERATING EXPENSES					
31-30	Professional Services	$ 46,500	$ 26,250	$ 45,000	$ 45,000
32-01	Auditing - Annual	66,732	66,200	68,410	72,070
34-01	Banking Services	12,913	8,789	16,370	10,070
34-02	Records Retention	7,032	6,444	5,000	5,000
34-03	Property Appraiser	-	18,645	20,000	18,650
34-04	Temporary Services	2,671	7,180	-	-
34-07	Software Support	-	6,924	11,640	12,170
34-20	Misc Contract Services	-	-	1,500	1,500
40-01	Travel & Per Diem	2,142	-	-	-
40-02	Local Mileage	1,127	942	1,300	1,300
40-04	Travel/In-County	-	297	500	930
40-05	Travel/Out Of County	-	-	3,050	370
40-06	Travel/Out Of State	-	-	-	1,450
41-01	Communications	6,807	129	600	-
42-01	Postage	-	130,188	130,150	130,150
44-05	Rental - Equipment	-	-	4,710	4,960
44-06	Copiers	-	3,260	3,600	3,600
44-07	Per Print Cost	-	2,032	1,600	3,000
44-09	Rental - Other	-	1,004	1,150	180
46-11	Maint Office Equipment	4,161	2,425	2,020	2,550
46-16	Maint Computer Equipment	-	-	2,120	720
47-01	Printing & Binding	4,601	4,437	5,300	5,420
47-02	Photocopying Costs	3,634	-	-	-
51-01	Office Supplies	14,724	13,910	20,600	20,600
52-08	Non-Capital Computer	-	1,185	-	-
52-90	Other Supplies & Expenses	7,002	-	-	-
54-01	Subs & Memberships	8,294	2,194	4,190	4,280
54-02	Tuition	1,404	-	-	-

FINANCE (1510-513)

		FY 13/14 ACTUALS	FY 14/15 ACTUALS	FY 15/16 ADOPTED	FY 16/17 ADOPTED
55-01	Training Registration	$ -	$ 3,753	$ 10,500	$ 10,500
	TOTAL OPERATING EXPENSES	**$ 189,744**	**$ 306,188**	**$ 359,310**	**$ 354,470**
CAPITAL OUTLAY					
64-02	Computer Equipment	$ -	$ 1,318	$ 5,360	$ -
64-04	Furniture & Equipment	4,007	-	-	-
	TOTAL CAPITAL OUTLAY	**$ 4,007**	**$ 1,318**	**$ 5,360**	**$ -**
	TOTAL EXPENDITURES	**$ 2,560,101**	**$ 2,619,490**	**$ 3,137,010**	**$ 3,157,010**

PROGRAM MODIFICATION-SUPPLEMENTAL REQUEST

Retitle - Admin Officer/Payroll Specialist to Payroll Manager

DEPT/ DIV NO.	DEPARTMENT NAME	DIVISION NAME	TOTAL COST
1510	FINANCE & ADMINISTRATIVE SERVICES	FINANCE	$ -

Justification

The Finance & Administrative Services Department is requesting to retitle the Administrative Officer/Payroll Specialist position to a Payroll Manager. This retitle will more accurately reflect the proper name related to the duties and responsibilities associated with the position.

Required Resources

Personnel Costs

Number of Positions (A)	Title	Salary (B)	Fringe Benefits (C)	Cost A x (B+C)
			-	-
			-	-
			-	-
			Total Personnel Costs	$ -

Recurring Operating Costs

Account Number	Description	Cost
	Total Recurring Operating Costs	$ -

One -Time Costs

Account Number	Description	Cost
	Total One-Time Costs	$ -

Benefits

Retitling this position will more accurately reflect the proper name related to the duties and responsibilities associated with the position.

CITY OF SUNRISE
FLORIDA

ADMINISTRATIVE SERVICES (1515-513)

PROGRAM/SERVICES DESCRIPTION

The Administrative Services Division is comprised of the Management & Budget, Purchasing, and Risk Management functions of the Finance and Administrative Services Department. Management & Budget provides budgetary, analytical, and support services and information to the City Manager, City Commission, and operating departments in support of management decisions. They also prepare, administer, monitor, and amend the annual budget; provide budget information and analysis to the City Manager and City Commission; and perform surveys, studies, and special projects. Purchasing facilitates the procurement of commodities and services in accordance with Florida Statutes and City Code using a variety of procurement methods, oversees various citywide contracts, and administers the disposition of surplus property. Risk Management administers the City's property, casualty, and employee group insurance plans, manages workers' compensation and liability claims, and provides safety related training in order to reduce on the job injuries and claims.

FY 2015/2016 HIGHLIGHTS AND ACCOMPLISHMENTS

- Received the Government Finance Officers Association (GFOA) Distinguished Budget Presentation Award for the fourth consecutive year.
- Trained all departments on Procurement Card (P-Card) procedures and implemented the program City-wide.
- Streamlined the employee benefits open enrollment process by consolidating 4 forms into 1 form, and scanned all enrollment forms for better accessibility by Risk Management staff.

FY 2016/2017 OBJECTIVES/GOALS

- Develop and implement new training opportunities relevant to the financial system and the citywide travel process.
- Review and update all internal procedures. Upon approval of the City Attorney, all internal procedures will be posted on Purchasing's website and distributed citywide.
- Transition the employee group insurance benefit plans to have the same anniversary date as the health self-funded plan in order to provide better open enrollment and employee benefits administration.

PERFORMANCE MEASURES	FY 2014/2015 ACTUAL	FY 2015/2016 TARGET	3/31/2016 ACTUAL	FY 2016/2017 TARGET
Receive GFOA Distinguished Budget Award	Yes	Yes	Yes	Yes
General Fund Expenditures per Capita	1,240	1,220	545	1,250
POs $2,500 to $25,000 issued within 30 days	98%	98%	98%	99%
Number of Workers' Compensation Claims processed	70	70	19	70

ADMINISTRATIVE SERVICES (1515-513)

	FY 13/14 ACTUALS	FY 14/15 ACTUALS	FY 15/16 ADOPTED	FY 16/17 ADOPTED
EXPENDITURES				
Personnel Services	$ 1,556,339	$ 1,538,272	$ 1,800,390	$ 1,845,340
Operating Expenses	164,395	59,012	59,840	81,720
TOTAL EXPENDITURES	**$ 1,720,734**	**$ 1,597,284**	**$ 1,860,230**	**$ 1,927,060**

SIGNIFICANT CHANGES FROM FISCAL YEAR 2015/2016 ADOPTED BUDGET

PERSONNEL SERVICES $ 44,950

The positive variance is primarily attributed to organizational and base salary changes and increases in pension.

OPERATING EXPENSES $ 21,880

The positive variance is primarily attributed to the one-time funding of a cost allocation study.

PERSONNEL COMPLEMENT

POSITION TITLE	FY 13/14 ACTUALS	FY 14/15 ACTUALS	FY 15/16 ADOPTED	FY 16/17 ADOPTED
Central Services Director	1	0	0	0
Asst Dir of FAS-Budget	1	0	0	0
Asst Dir of FAS-Admin Svcs	0	1	0	0
Budget Manager	0	0	1	1
Senior Budget Analyst	2	2	2	2
Purchasing Director	1	1	1	1
Contracts Administrator	1	1	1	1
Procurement Specialist	4	5	5	5
Buyer	1	0	0	0
Administrative Assistant II	3	1	1	1
Risk Manager	1	1	1	1
Safety Analyst	1	1	1	1
Risk Management Analyst	1	0	0	0
Assistant Risk Manager	0	1	1	1
Employee Benefit Coordinator	0	0	1	1
TOTAL POSITIONS	**17**	**14**	**15**	**15**

ADMINISTRATIVE SERVICES (1515-513)

		FY 13/14 ACTUALS	FY 14/15 ACTUALS	FY 15/16 ADOPTED	FY 16/17 ADOPTED
PERSONNEL SERVICES					
12-01	Salaries	$ 1,040,349	$ 985,765	$ 1,168,240	$ 1,185,900
15-03	Leave Payout	-	23,664	-	-
15-04	Auto Allowance	270	-	-	-
21-01	SS & Medicare Matching	82,994	75,205	89,570	88,570
22-01	Pension-General	302,303	317,104	338,810	381,100
22-04	401A Contributions	-	5,763	4,170	7,260
23-01	Health	126,662	122,394	191,250	173,010
23-05	Long Term Care	-	1,474	1,070	2,110
23-06	Dental	-	1,498	1,500	1,600
23-07	Catastrophic/Intensive Care	-	3,195	3,110	3,140
24-00	Workers' Compensation	3,761	2,210	2,670	2,650
	TOTAL PERSONNEL SERVICES	**$ 1,556,339**	**$ 1,538,272**	**$ 1,800,390**	**$ 1,845,340**
OPERATING EXPENSES					
31-30	Professional Services	$ 2,000	$ 2,000	$ 2,000	$ 2,000
34-02	Records Retention	1,981	1,513	2,000	1,740
34-04	Temporary Services	6,325	19,177	-	-
34-20	Misc Contract Services	-	9,896	13,000	35,100
40-01	Travel & Per Diem	121	-	-	-
40-02	Local Mileage	731	512	500	500
40-04	Travel/In-County	-	15	750	410
40-05	Travel/Out Of County	-	302	5,150	4,900
40-06	Travel/Out Of State	-	1,465	3,800	4,400
41-01	Communications	12,693	2,068	2,400	3,320
42-01	Postage	-	41	80	80
44-02	Rental - Buildings	98,254	-	-	-
44-06	Copiers	-	3,365	3,370	3,370
44-07	Per Print Cost	-	2,442	3,000	3,000
46-10	Fleet Charges	861	-	-	-
47-01	Printing & Binding	2,110	367	1,970	2,170
47-02	Photocopying Costs	7,555	-	-	-
49-08	Permits & Licenses	-	60	550	550
51-01	Office Supplies	6,308	4,433	5,000	5,000
52-01	Gas & Oil	187	-	-	-
52-08	Non-Capital Computer	13,510	1,275	-	-
52-90	Other Supplies & Expenses	5,421	-	-	-
54-01	Subs & Memberships	4,772	4,742	5,400	5,480
54-02	Tuition	1,566	-	-	-
55-01	Training Registration	-	5,339	10,870	9,700
	TOTAL OPERATING EXPENSES	**$ 164,395**	**$ 59,012**	**$ 59,840**	**$ 81,720**
	TOTAL EXPENDITURES	**$ 1,720,734**	**$ 1,597,284**	**$ 1,860,230**	**$ 1,927,060**

PROGRAM MODIFICATION-SUPPLEMENTAL REQUEST

Cost Allocation Study

DEPT/ DIV NO.	DEPARTMENT NAME	DIVISION NAME	TOTAL COST
1515	FINANCE & ADMINISTRATIVE SERVICES	ADMINISTRATIVE SERVICES	$ 25,000

Justification

A cost allocation study determines the cost of a service or services provided to users of the service. The City of Sunrise utilizes the cost allocation method to provide costs for services provided from one fund to another fund, including Water/Wastewater, Stormwater, Gas, Fleet Management, Fuel & Roadway, Building and Information Technology Funds. In FY 2014, the City contracted with MGT of America, Inc. to perform a cost allocation study to prepare information for the FY 2015 Budget. Organizational information from FY 2014 was utilized for the calculations related to the study. In FY 2015, a multitude of organizational changes were implemented and because of this, a new study should be performed using the most recent organizational data to produce a more realistic approach to the City's cost allocation method.

Required Resources

Personnel Costs

Number of Positions (A)	Title	Salary (B)	Fringe Benefits (C)	Cost A x (B+C)
			-	-
			-	-
			-	-
			Total Personnel Costs	**$ -**

Recurring Operating Costs

Account Number	Description	Cost
	Total Recurring Operating Costs	**$ -**

One -Time Costs

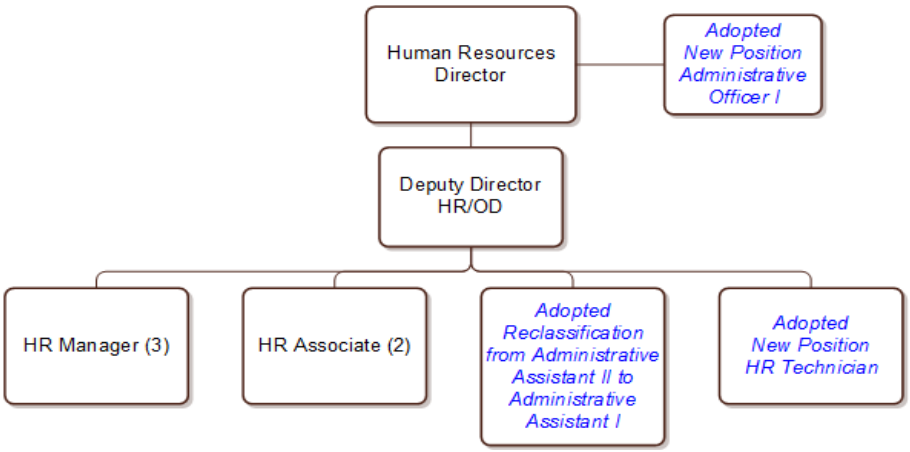
Account Number	Description	Cost
34-20	Misc Contract Services	25,000
	Total One-Time Costs	**$ 25,000**

Benefits

This updated study will allow the City to compare data and data elements using the City's current organizational structure. It will also provide the City with baseline allocations which will serve as an efficient starting point for the next three to five years after which the Budget Office will update the study on a regular basis.

CITY OF SUNRISE
FLORIDA

HUMAN RESOURCES DEPARTMENT



HUMAN RESOURCES (1601-513)

PROGRAM/SERVICES DESCRIPTION

The Human Resources Department is committed to providing the City of Sunrise with quality services by promoting organizational excellence through effective human resources programming. The Human Resources Department is responsible for various aspects of employee services including recruitment, employee and labor relations, personnel records management, and administration of the Family Medical Leave Act (FMLA). The Department also has oversight of job classification and compensation, performance evaluation, training and professional development. The Department coordinates citywide employee recognition events, administers the Citizens Volunteer Corps and internship programs, and develops and implements policies that ensure compliance with local, state and federal labor laws. The Human Resources Team is dedicated to recruiting, retaining and developing an efficient, creative and professional workforce capable of meeting the current and future needs and expectations of the City of Sunrise and the citizens and customers whom we serve.

FY 2015/2016 HIGHLIGHTS AND ACCOMPLISHMENTS

- Implemented mandatory training for all City employees on essential workplace issues including cultural competency/diversity, prevention of sexual harassment, and workplace violence.
- Conducted in-depth analyses to identify and implement numerous process improvements to streamline and expedite the City's recruitment/onboarding process and operational efficiencies.
- Implemented the first annual Volunteer Appreciation and Presidential Awards Breakfast, recognizing over 600 City volunteers.

FY 2016/2017 OBJECTIVES/GOALS

- Create organizational structure reflecting specialized areas of expertise to include compensation, recruitment, labor policy and compliance, and training/organizational development.
- Deliver effective training programs to all employees to achieve targeted improvements in quality of customer service delivery. Train hiring departments on the interview, scoring, and selection process.
- Successful implementation and launch of new initiatives including Kronos timekeeping/payroll system; pre-employment skills testing; and the revamping of orientation, internship and volunteer programs.

PERFORMANCE MEASURES	FY 2014/2015 ACTUAL	FY 2015/2016 TARGET	3/31/2016 ACTUAL	FY 2016/2017 TARGET
Number of Citywide promotional activities to increase employee awareness of Employee Assistance Program	N/A	N/A	2	5
Percentage of Pre-Employment skills assessment conducted on administrative applicants	N/A	N/A	N/A	50%
Number of Citywide training opportunities	12	12	6	12
Number of targeted recruitment & advertising initiatives to promote diversity in areas of underutilization	2	N/A	3	5

HUMAN RESOURCES (1601-513)

	FY 13/14 ACTUALS	FY 14/15 ACTUALS	FY 15/16 ADOPTED	FY 16/17 ADOPTED
EXPENDITU EXPENDITURES				
Personnel Services	$ 867,799	$ 744,523	$ 1,053,640	$ 1,112,280
Operating Expenses	54,559	137,019	339,540	205,820
Capital Outlay	-	-	-	13,000
TOTAL EXPENDITURES	**$ 922,358**	**$ 881,542**	**$ 1,393,180**	**$ 1,331,100**

SIGNIFICANT CHANGES FROM FISCAL YEAR 2015/2016 ADOPTED BUDGET

PERSONNEL SERVICES $ 58,640

The positive variance is primarily attributed to on-going reorganizational efforts and the addition of an Administrative Officer and HR Technician positions.

OPERATING EXPENSES $ (133,720)

The negative variance is primarily attributed to the one-time funding of both the Employee Satisfaction Survey and the Classification and Compensation Study.

CAPITAL OUTLAY $ 13,000

The positive variance is due to changes in capital needs from year to year. In FY 2017, the budget includes pre-employment testing software.

PERSONNEL COMPLEMENT

POSITION TITLE	FY 13/14 ACTUALS	FY 14/15 ACTUALS	FY 15/16 ADOPTED	FY 16/17 ADOPTED
HR Director	1	1	1	1
Deputy Dir. of HR/Org Development	1	1	1	1
HR Manager	3	3	3	3
HR Associate	2	2	2	2
Administrative Assistant II	0	1	1	0
Employee Benefit Specialist	1	1	0	0
Administrative Officer I	0	0	0	1
HR Technician	0	0	0	1
Administrative Assistant I	0	0	0	1
TOTAL POSITIONS	**8**	**9**	**8**	**10**

HUMAN RESOURCES (1601-513)

		FY 13/14 ACTUALS	FY 14/15 ACTUALS	FY 15/16 ADOPTED	FY 16/17 ADOPTED
PERSONNEL SERVICES					
12-01	Salaries	$ 554,729	$ 462,327	$ 661,530	$ 707,210
14-01	Overtime/Time And A Half	4,171	544	-	-
14-02	Overtime/Straight Time	9,618	7,031	2,500	2,500
15-03	Leave Payout	-	37,308	-	-
15-04	Auto Allowance	2,407	2,730	2,400	2,400
21-01	SS & Medicare Matching	49,954	38,565	50,980	52,550
22-01	Pension-General	160,136	135,427	205,350	196,700
22-04	401A Contributions	-	4,811	6,140	3,100
23-01	Health	85,285	51,195	119,080	143,910
23-05	Long Term Care	-	1,359	2,090	1,070
23-06	Dental	-	639	680	530
23-07	Catastrophic/Intensive Care	-	1,277	1,370	870
24-00	Workers' Compensation	1,499	1,310	1,520	1,440
	TOTAL PERSONNEL SERVICES	**$ 867,799**	**$ 744,523**	**$ 1,053,640**	**$ 1,112,280**
OPERATING EXPENSES					
31-20	Medical Services	$ -	$ -	$ 37,000	$ 37,000
31-30	Professional Services	26,807	-	100,000	-
34-02	Records Retention	997	1,065	2,500	2,500
34-04	Temporary Services	-	102,788	-	-
34-20	Misc Contract Services	-	5,525	77,000	40,110
40-02	Local Mileage	122	52	600	600
40-05	Travel/Out Of County	-	-	4,000	4,000
41-01	Communications	5,800	1,252	1,380	1,490
42-01	Postage	-	173	100	100
44-06	Copiers	-	2,232	3,400	3,400
44-07	Per Print Cost	-	488	2,060	2,500
46-11	Maint Office Equipment	-	-	100	100
47-01	Printing & Binding	92	130	1,000	3,000
47-02	Photocopying Costs	1,981	-	-	-
49-07	Employee Appreciation	6,568	7,475	14,000	14,000
49-80	Recruitment Expenses	3,172	1,170	2,000	2,000
51-01	Office Supplies	2,999	4,646	3,000	6,000
52-90	Other Supplies & Expenses	5,802	-	-	-
52-95	Other Materials & Supplies	-	5,327	5,400	3,500
54-01	Subs & Memberships	219	3,454	1,500	1,500
55-01	Training Registration	-	1,242	84,500	84,020
	TOTAL OPERATING EXPENSES	**$ 54,559**	**$ 137,019**	**$ 339,540**	**$ 205,820**
CAPITAL OUTLAY					
64-02	Computer Equipment	$ -	$ -	$ -	$ 13,000
	TOTAL CAPITAL OUTLAY	**$ -**	**$ -**	**$ -**	**$ 13,000**
	TOTAL EXPENDITURES	**$ 922,358**	**$ 881,542**	**$ 1,393,180**	**$ 1,331,100**

PROGRAM MODIFICATION-SUPPLEMENTAL REQUEST

New Position - Administrative Officer I

DEPT/ DIV NO.	DEPARTMENT NAME	DIVISION NAME	TOTAL COST
1601	HUMAN RESOURCES		$ 89,130

Justification

The permanent addition of this classification is imperative to achieve and maintain optimal operational levels for the Human Resources Department. This position is critical to the department's daily operations and administrative responsibilities. The incumbent is tasked with significant administrative, budgetary and executive support responsibilities which include procurement, payroll, contract compliance, coordination of citywide trainings, and oversight of administrative staff and management of the executives' calendar. Duties also include special project and event coordination, handling public records requests, take and distribute minutes of meetings, maintain schedules and calendars, implement and maintain office and filing systems, collate information from various sources, maintain databases, serve as a central point for disseminating inter-departmental communication, and coordinate the flow of information externally and internally.

Required Resources

Personnel Costs

Number of Positions (A)	Title	Salary (B)	Fringe Benefits (C)	Cost A x (B+C)
1	Administrative Officer I	57,134	32,000	**89,130**
			-	-
			-	-
			Total Personnel Costs	**$ 89,130**

Recurring Operating Costs

Account Number	Description	Cost
	Total Recurring Operating Costs	**$ -**

One -Time Costs

Account Number	Description	Cost
	Total One-Time Costs	**$ -**

Benefits

Establishing the Administrative Officer I position as a permanent part of the Human Resources department results in a substantial increase in overall functionality while also strategically positioning the department to meet its commitment to provide City employees and residents with an appropriately-staffed and highly competent, full-service Human Resources department.

PROGRAM MODIFICATION-SUPPLEMENTAL REQUEST

New Position - Human Resources Technician

DEPT/ DIV NO.	DEPARTMENT NAME	DIVISION NAME	TOTAL COST
1601	HUMAN RESOURCES		$ 25,000

Justification

The Human Resources Department requires one (1) Human Resources Technician, with skills and competency to perform various administrative functions of the onboarding process, including but not limited to coordinating pre-employment background checks, orientations, new hire personnel record processing, and intradepartmental communication during the hiring process. The incumbent will provide extensive administrative support to the management team in the areas of Compensation and Recruitment, as well as conduct complex research and data analysis in support of department functions in Labor Relations, Organizational Development, and governmental compliance. Responsibilities also include coordination of citywide volunteer and internship programs, recordkeeping, and maintenance of personnel records. This classification also provides backup support to the Administrative Assistant I related to customer service and front-desk coverage. (Please note: the required resources reflect partial year funding for this position.)

Required Resources

Personnel Costs

Number of Positions (A)	Title	Salary (B)	Fringe Benefits (C)	Cost A x (B+C)
1	HR Technician	23,220	1,780	25,000
			-	-
			-	-
			Total Personnel Costs	$ 25,000

Recurring Operating Costs

Account Number	Description	Cost
	Total Recurring Operating Costs	$ -

One -Time Costs

Account Number	Description	Cost
	Total One-Time Costs	$ -

Benefits

The addition of a Human Resources Technician will enable the department to function at a much higher level of productivity and to distribute the expansive administrative responsibilities in a more balanced and effective manner. The role of the HR Technician is an integral component of the Human Resources department's ability to fully take on and meet the growing services and functions it provides to the City. The added benefit of a highly-skilled incumbent performing multiple clerical functions in support of the executive and management team, will free the management team to perform core operational functions in a more targeted and effective manner.

PROGRAM MODIFICATION-SUPPLEMENTAL REQUEST

Reclassification - Administrative Asst II to Administrative Asst I

DEPT/ DIV NO.	DEPARTMENT NAME	DIVISION NAME	TOTAL COST
1601	HUMAN RESOURCES		$ (5,430)

Justification

The reclassification of the Administrative Assistant II to an Administrative Assistant I represents a cost savings while ensuring that the core levels of clerical support required are maintained. A skilled, well-experienced incumbent who possesses the requisite knowledge to effectively execute the duties and responsibilities of the front-desk is of great benefit to the department. Various essential administrative support tasks include answering phones, mail processing, computerized record-management of personnel action forms, requisitions, scanning and cataloging of related personnel files, and oversight of OptiView entries. The Administrative Assistant I will be responsible for applying clerical expertise to support the entire Human Resources Department. Customer service support to the public, City employees and officials is among the many important services provided.

Required Resources

Personnel Costs

Number of Positions (A)	Title	Salary (B)	Fringe Benefits (C)	Cost A x (B+C)
(1)	Administrative Assistant II	36,993	20,720	**(57,710)**
1	Administrative Assistant I	33,514	18,770	**52,280**
			-	**-**
			Total Personnel Costs	**$ (5,430)**

Recurring Operating Costs

Account Number	Description	Cost
	Total Recurring Operating Costs	**$ -**

One -Time Costs

Account Number	Description	Cost
	Total One-Time Costs	**$ -**

Benefits

This reclassification represents a significant cost savings to the City while ensuring that the core levels of clerical support are maintained.

PROGRAM MODIFICATION-SUPPLEMENTAL REQUEST

Additional Funding - Pre-Employment Testing Software

DEPT/ DIV NO.	DEPARTMENT NAME	DIVISION NAME	TOTAL COST
1601	HUMAN RESOURCES		$ 13,000

Justification

The City does not currently utilize a formalized pre-employment skills analysis process. In order to ensure that qualified applicants possess the requisite skillsets, it is important that an effective testing mechanism is in place. The recommended software package would be implemented to create a standardized, validated pre-employment skills evaluation component to the City's current recruitment process. Pre-employment testing enables the hiring manager to evaluate the candidates' technical and behavioral aptitude and core abilities, which help to determine if candidates are a good fit for the position and for the City. The right assessments can assist to objectively evaluate qualities that aren't apparent during the interview process and feedback from references.

Required Resources

Personnel Costs

Number of Positions (A)	Title	Salary (B)	Fringe Benefits (C)	Cost A x (B+C)
			-	-
			-	-
			-	-
			Total Personnel Costs	$ -

Recurring Operating Costs

Account Number	Description	Cost
	Total Recurring Operating Costs	$ -

One -Time Costs

Account Number	Description	Cost
64-02	Computer Equipment	13,000
	Total One-Time Costs	$ 13,000

Benefits

The Biddle software online testing package offers multiple levels of integration including validation, customizable functions per classification, auto–uploads to applicant profile, training tutorials and smooth integration with existing NeoGov application submittal process.

PROGRAM MODIFICATION-SUPPLEMENTAL REQUEST

Additional Funding - Pre-Employment Background Screening

DEPT/ DIV NO.	DEPARTMENT NAME	DIVISION NAME	TOTAL COST
1601	HUMAN RESOURCES		$ 13,000

Justification

In a climate of rapidly evolving employment laws and the ongoing specters of workplace theft, violence, and negligent hiring litigation, the Human Resources Department needs to engage in the solid practice of screening candidates conscientiously by conducting responsible background checks. The requested increase of $13,000 for pre-employment background screening is due to a rate increase for each criminal background screening conducted. For FY 2016/17, we project a total number of 260 criminal background screenings for new hires and promotions at $67.20 each. This projection is based on the trend from the last three fiscal years.

Required Resources

Personnel Costs

Number of Positions (A)	Title	Salary (B)	Fringe Benefits (C)	Cost A x (B+C)
			-	-
			-	-
			-	-
			Total Personnel Costs	$ -

Recurring Operating Costs

Account Number	Description	Cost
34-20	Misc Contract Services	13,000
	Total Recurring Operating Costs	$ 13,000

One -Time Costs

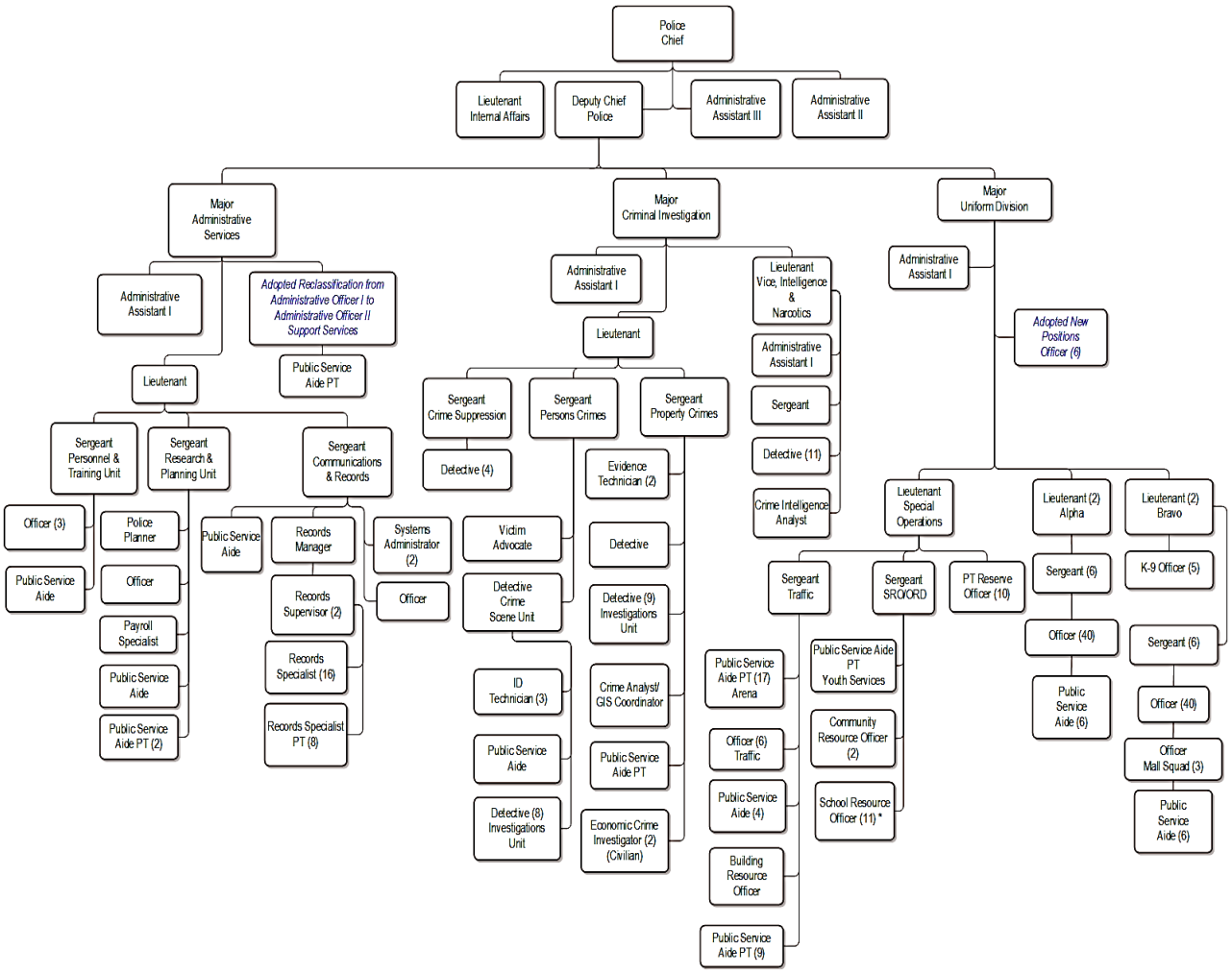
Account Number	Description	Cost
	Total One-Time Costs	$ -

Benefits

The Human Resources Department is required to conduct thorough background checks. This funding will allow the City to remain in compliance with State and Federal laws.

CITY OF SUNRISE
FLORIDA

POLICE DEPARTMENT



* One position is partially funded by Confiscation Fund (610)

ADMINISTRATION (2105-521)

PROGRAM/SERVICES DESCRIPTION

The Administrative Services Division provides administrative and logistical support to the Police Department. Members work closely with other Divisions to ensure they are performing operations in compliance with standards as set forth by the Commission for the Florida Law Enforcement Accreditation (CFA). This Division is made up of six units; Personnel, Training, Research & Planning, Support Services, Information Technology and Records. The Personnel Unit provides services that include recruitment, pre-employment testing, hiring, maintenance of personnel records, and assistance in development and coordination of promotional exams. The Training Unit develops lesson plans for in-service training classes and tracks every officer's four-year training cycle to ensure compliance with mandatory retraining requirements as set forth by the Florida Department of Law Enforcement (FDLE). The Research and Planning Unit is responsible for researching and recommending grant opportunities, new programs, equipment and concepts. It also develops and maintains policies and procedures, directives, and rules and regulations to ensure compliance with accreditation standards. The Support Services Unit performs two primary functions: fiscal management and logistics. It is responsible for the preparation and monitoring of the Department's operating budget, processing all requisitions and purchase orders, and assists in analyzing applications and bids for capital expenses. The Information Technology Unit is responsible for the operational and end-user support of applications, system security, and research and evaluation of police software. The Records Unit is responsible for maintaining the integrity of the Department's records, both written and electronic. They provide vital information to the public, government agencies and personnel.

FY 2015/2016 HIGHLIGHTS AND ACCOMPLISHMENTS

◊ Processed and hired 14 new employees.

◊ Provided 10,609 hours of training/instruction to police personnel.

◊ Successfully separated the responsibility of the Police Information Technology (IT) domain from the Citywide Information Technology Department to the Administrative Services domain.

FY 2016/2017 OBJECTIVES/GOALS

◊ Institute an Intern Program for the Police Department.

◊ Identify and leverage new technologies to address emerging issues in law enforcement.

◊ Enhance joint Police and Fire Rescue active shooting training operations.

PERFORMANCE MEASURES	FY 2014/2015 ACTUAL	FY 2015/2016 TARGET	3/31/2016 ACTUAL	FY 2016/2017 TARGET
Internal training hours for police personnel	25,143	15,000	10,609	15,000
The collection of internal accreditation documentation	100%	100%	50%	100%

ADMINISTRATION (2105-521)

	FY 13/14 ACTUALS	FY 14/15 ACTUALS	FY 15/16 ADOPTED	FY 16/17 ADOPTED
REVENUES				
Intergovernment Revenues	$ 178,926	$ -	$ -	$ -
Service Revenues	1,496,646	1,220,612	1,229,690	1,296,430
TOTAL REVENUES	**$ 1,675,572**	**$ 1,220,612**	**$ 1,229,690**	**$ 1,296,430**
EXPENDITURES				
Personnel Services	$ 5,367,583	$ 5,834,282	$ 6,631,420	$ 6,867,640
Operating Expenses	1,269,717	904,636	1,017,540	1,111,690
Capital Outlay	20,694	8,940	-	8,790
TOTAL EXPENDITURES	**$ 6,657,994**	**$ 6,747,858**	**$ 7,648,960**	**$ 7,988,120**

SIGNIFICANT CHANGES FROM FISCAL YEAR 2015/2016 ADOPTED BUDGET

REVENUES $ 66,740

The positive variance is primarily attributed to the historical increase in actuals.

PERSONNEL SERVICES $ 236,220

The positive variance is primarily attributed to cost of living increases based upon contract negotiations, annual increases in pensions and insurance benefits, and organizational changes within the department.

OPERATING EXPENSES $ 94,150

The positive variance is primarily attributed to an increase in software support, communications, repair & maintenance of the firing range, training, and a price increase in the recent uniform contract.

CAPITAL OUTLAY $ 8,790

The positive variance is due to changes in capital needs from year to year. In FY 2017, the budget includes Adobe software.

PERSONNEL COMPLEMENT

POSITION TITLE	FY 13/14 ACTUALS	FY 14/15 ACTUALS	FY 15/16 ADOPTED	FY 16/17 ADOPTED
Police Chief	1	1	1	1
Deputy Chief of Police	1	1	1	1
Captain	1	1	0	0
Major	0	0	1	1
Lieutenant	2	2	2	2
Sergeant	2	3	3	3
Police Officer	4	4	4	6
Police Planner	1	1	1	1
Public Service Aide	2	2	3	3
Supervisory Telecommunicator	4	0	0	0
Communications/Records Mgr.	1	1	1	1
911 Public Safety Communicator	30	0	0	0
Police Records Specialist II	16	16	16	16
Records Supervisor	2	2	2	2
Systems Administrator	0	2	2	2
Administrative Officer I	1	1	1	0
Administrative Officer II	0	0	0	1
Administrative Assistant I	1	1	1	1
Administrative Assistant II	1	1	1	1
Administrative Assistant III	1	1	1	1
Payroll Specialist	0	0	1	1
Public Service Aide PT	2	2	3	2
911 Public Safety Comm PT	2	0	0	0
Police Records Specialist PT	8	8	8	8
TOTAL POSITIONS	**83**	**50**	**53**	**54**

ADMINISTRATION (2105-521)

		FY 13/14 ACTUALS	FY 14/15 ACTUALS	FY 15/16 ADOPTED	FY 16/17 ADOPTED
INTERGOVERNMENT REVENUES					
337.20-01	911 Reimbursement	$ 178,926	$ -	$ -	$ -
	TOTAL INTERGOVERNMENT REVENUES	**$ 178,926**	**$ -**	**$ -**	**$ -**
SERVICE REVENUES					
342.10-03	Special Details	$ 1,246,508	$ 957,099	$ 1,026,000	$ 1,033,000
342.10-05	Overtime Reimbursement	94,560	80,301	45,000	94,040
362.00-00	Rentals	155,578	183,212	158,690	169,390
	TOTAL SERVICE REVENUES	**$ 1,496,646**	**$ 1,220,612**	**$ 1,229,690**	**$ 1,296,430**
	TOTAL REVENUES	**$ 1,675,572**	**$ 1,220,612**	**$ 1,229,690**	**$ 1,296,430**
PERSONNEL SERVICES					
12-01	Salaries	$ 2,428,965	$ 2,739,717	$ 2,990,420	$ 3,099,070
12-02	Incentive Pay	21,831	24,683	22,940	70,800
12-03	Holiday Pay	53,635	53,973	57,490	57,490
13-00	Salaries/Part-Time	-	106,739	185,140	180,880
14-01	Overtime/Time And A Half	83,519	73,673	76,000	40,750
14-02	Overtime/Straight Time	26,468	24,190	46,000	15,000
15-01	Executive Expense	4,447	5,043	5,000	5,000
15-02	Special Detail Pay	1,111,968	1,030,949	1,039,000	1,120,000
15-03	Leave Payout	-	9,331	-	-
15-05	Clothing Allowance	8,804	12,152	10,300	11,400
15-06	Deferred Compensation	15,041	15,041	17,500	17,500
15-07	Special Detail Non-Reimb	106,704	102,578	120,000	120,000
21-01	SS & Medicare Matching	205,851	214,944	261,500	273,250
22-01	Pension-General	412,028	429,214	461,830	486,560
22-03	Pensions-Police	463,436	462,438	640,720	622,700
22-04	401A Contributions	-	25,285	23,650	26,130
23-01	Health	344,673	429,646	592,530	631,120
23-04	Statutory Life And AD&D	6,983	5,473	5,480	7,700
23-05	Long Term Care	-	1,408	1,410	1,410
23-06	Dental	-	180	180	200
23-07	Catastrophic/Intensive Care	-	1,124	1,140	1,140
24-00	Workers' Compensation	73,230	66,501	73,190	79,540
	TOTAL PERSONNEL SERVICES	**$ 5,367,583**	**$ 5,834,282**	**$ 6,631,420**	**$ 6,867,640**
OPERATING EXPENSES					
31-14	Court Costs	$ -	$ 1,500	$ -	$ -
31-20	Medical Services	6,795	6,550	5,250	6,050
31-30	Professional Services	236,559	11,621	45,500	23,000
34-05	Building Maint Services	-	109,837	119,900	105,300
34-07	Software Support	-	104,747	168,950	177,300
34-20	Misc Contract Services	-	1,840	1,000	1,500
40-01	Travel & Per Diem	23,446	-	-	-
40-02	Local Mileage	-	-	-	500
40-05	Travel/Out Of County	-	20,087	17,820	17,820
40-06	Travel/Out Of State	-	17,165	20,390	20,390
41-01	Communications	192,774	121,525	100,000	125,930
41-06	Communication Equipment	-	1,700	-	-
42-01	Postage	-	787	1,000	1,000
43-01	Electricity	201,934	-	-	-
43-10	Water & Wastewater	47,313	-	-	-
43-15	Stormwater	8,001	-	-	-
44-06	Copiers	-	2,765	6,320	3,540
44-07	Per Print Cost	-	2,201	1,940	1,940
46-10	Fleet Charges	29,828	-	-	-

ADMINISTRATION (2105-521)

		FY 13/14 ACTUALS	FY 14/15 ACTUALS	FY 15/16 ADOPTED	FY 16/17 ADOPTED
46-11	Maint Office Equipment	$ 6,587	$ -	$ 1,900	$ 1,900
46-13	Maint Communication Equip	16,069	19,253	25,000	24,560
46-29	Maint Other Equipment	-	2,060	5,700	5,700
46-40	Maint Building	93,282	1,993	-	28,430
47-01	Printing & Binding	5,645	12,962	14,400	14,400
47-02	Photocopying Costs	9,301	-	-	-
48-03	Advertising	-	83	-	-
49-07	Employee Appreciation	-	-	-	1,600
49-54	Vehicle Replacement Funding	55,268	-	-	-
51-01	Office Supplies	4,994	7,548	25,000	15,000
52-01	Gas & Oil	23,562	-	-	-
52-03	Uniforms	88,448	155,748	159,270	193,320
52-05	Ammunition	75,978	103,870	95,000	117,000
52-06	Non-Capital Equipment & Parts	-	20,049	17,100	23,910
52-08	Non-Capital Computer	-	3,230	-	-
52-10	Medical/Safety Supplies	600	-	2,500	2,500
52-17	Small Equipment	13,567	-	-	-
52-90	Other Supplies & Expenses	29,145	-	-	-
52-95	Other Materials & Supplies	-	10,139	12,620	10,520
54-01	Subs & Memberships	9,094	8,947	8,670	8,670
55-01	Training Registration	68,053	120,196	134,310	151,910
55-02	Tuition Reimbursement	23,474	36,233	28,000	28,000
	TOTAL OPERATING EXPENSES	**$ 1,269,717**	**$ 904,636**	**$ 1,017,540**	**$ 1,111,690**
CAPITAL OUTLAY					
64-01	Machines & Equipment	$ 9,797	$ -	$ -	$ -
64-02	Computer Equipment	10,897	8,940	-	8,790
	TOTAL CAPITAL OUTLAY	**$ 20,694**	**$ 8,940**	**$ -**	**$ 8,790**
	TOTAL EXPENDITURES	**$ 6,657,994**	**$ 6,747,858**	**$ 7,648,960**	**$ 7,988,120**

PROGRAM MODIFICATION-SUPPLEMENTAL REQUEST

Reclassification - Administrative Officer I to Administrative Officer II

DEPT/ DIV NO.	DEPARTMENT NAME	DIVISION NAME	TOTAL COST
2105	POLICE DEPARTMENT	ADMINISTRATION	$ 16,420

Justification

The Administrative Officer I assists the command staff in operating the department's budget, performing a variety of administrative duties including budget preparation, purchasing, accounting maintenance and expenditure controls, and related administrative work. In addition, this position oversees a budget in excess of $42,000,000. The Administrative Officer I demonstrates the tasks, knowledge, abilities and skills required for the Administrative Officer II position and performs supervisory duties, which include clerical staff that handles all requisitions, purchase orders, invoices, and other clerical duties for administration.

Required Resources

Personnel Costs

Number of Positions (A)	Title	Salary (B)	Fringe Benefits (C)	Cost A x (B+C)
1	Administrative Officer II	66,260	37,110	**103,370**
(1)	Administrative Officer I	55,740	31,210	**(86,950)**
			-	**-**
			Total Personnel Costs	**$ 16,420**

Recurring Operating Costs

Account Number	Description	Cost
	Total Recurring Operating Costs	**$ -**

One -Time Costs

Account Number	Description	Cost
	Total One-Time Costs	**$ -**

Benefits

Reclassification of the Administrative Officer I to Administrative Officer II will bring the position more in line with the current job responsibilities.

PROGRAM MODIFICATION-SUPPLEMENTAL REQUEST

Additional Funding - Repair and Maintenance of Police Firing Range

DEPT/ DIV NO.	DEPARTMENT NAME	DIVISION NAME	TOTAL COST
2105	POLICE DEPARTMENT	ADMINISTRATION	$ 28,430

Justification

The firing range is in need of its 5-yr required maintenance as recommended by Action Target, which is the company that constructed the range. There are three areas of concern regarding the preventative maintenance of the range: 1) The main bullet trap steel plates will need to be removed, rotated (or flipped), and reinstalled. This will prolong the lifespan of these steel ballistic plates. It is estimated based on our ammunition inventory, the steel plates absorb approximately 4,000-5,000 bullet strikes on average per week during our training. If not rotated, the lifespan will be reduced by 40% and will need to be replaced earlier than anticipated. 2) The lead removal system (the Auger) is a mechanical device which removes the spent bullets from the bullet trap. As part of the five-year maintenance plan the system needs to be removed, disassembled, and serviced. 3) The wood panels on the side of the range will need to be replaced.

Required Resources

Personnel Costs

Number of Positions (A)	Title	Salary (B)	Fringe Benefits (C)	Cost A x (B+C)
			-	-
			-	-
			-	-
			Total Personnel Costs	$ -

Recurring Operating Costs

Account Number	Description	Cost
	Total Recurring Operating Costs	$ -

One -Time Costs

Account Number	Description	Cost
46-40	Maint Building	28,430
	Total One-Time Costs	$ 28,430

Benefits

Preventative maintenance will have a significant savings to the City, since the major components are being maintained and monitored every year.

CAPITAL OUTLAY REQUEST

DEPT/ DIV NO.	DEPARTMENT NAME	DIVISION NAME	TOTAL COST
2105	POLICE	ADMINISTRATION	$ 8,790

#	Acct. # (XX-XX)	Quantity	Item	Description and Justification	Unit Cost	Extended Cost
2	64-02	3	ADOBE Cloud CS5	***NEW & REPLACEMENT*** Adobe software to replace incomplete Adobe software pack that is outdated and no longer supported. Web based software pack to allow for full use of publication, video, digital imaging, and documentation management.	2,930	8,790
						-
						-
						-
						-

CITY OF SUNRISE
FLORIDA

CRIMINAL INVESTIGATIONS (2135-521)

PROGRAM/SERVICES DESCRIPTION

The Investigations Division's primary responsibility is to investigate felony and serious misdemeanor crimes occurring within the City of Sunrise jurisdiction and to identify, arrest and present offenders to the judicial system. One component of the Investigations Division is the Criminal Investigations Section. The detectives from this section work cooperatively with officers and investigators from other divisions, other local, State and Federal agencies, as well as citizens and personnel from other City departments to accomplish this goal. Through cooperative efforts, not only are crimes and patterns detected, suspects identified, located and arrested, but also awareness and prevention programs are initiated to protect lives and property within the City of Sunrise. The Investigations Division also includes the Vice, Intelligence, and Narcotics Section. This section investigates a myriad of criminal offenses, including narcotics, gambling, vice and money laundering. Detectives within this Section work to enhance the quality of life within the City of Sunrise through proactive and covert investigations.

FY 2015/2016 HIGHLIGHTS AND ACCOMPLISHMENTS

◊ The Criminal Investigations Section selected, trained, and integrated two new detectives to replace retired detectives.

◊ The Crime Scene Unit purchased and implemented new DNA collection technology, which increased the Unit's ability to obtain suspect DNA at scenes.

FY 2016/2017 OBJECTIVES/GOALS

◊ To improve the quality of all criminal investigations through constant process improvement.

◊ To continue with the integration of technology in order to prevent and solve crimes within the community.

PERFORMANCE MEASURES	FY 2014/2015 ACTUAL	FY 2015/2016 TARGET	3/31/2016 ACTUAL	FY 2016/2017 TARGET
Percentage of Cleared Part I Crime Cases - by exception & arrest	29%	20%	24%	20%
Number of victims/citizens given services by Victim Advocate	1,289	1,500	679	1,500
Number of total cases handled by the Criminal Investigations Unit	3,384	3,000	1,661	3,000
Number of drug related arrests made	265	300	95	300

CRIMINAL INVESTIGATIONS (2135-521)

	FY 13/14 ACTUALS	FY 14/15 ACTUALS	FY 15/16 ADOPTED	FY 16/17 ADOPTED
REVENUES				
Service Revenues	$ 4,935	$ 5,450	$ 4,880	$ 5,040
TOTAL REVENUES	**$ 4,935**	**$ 5,450**	**$ 4,880**	**$ 5,040**
EXPENDITURES				
Personnel Services	$ 6,812,273	$ 8,239,454	$ 8,636,640	$ 9,294,890
Operating Expenses	240,037	94,605	147,540	179,480
Capital Outlay	5,084	38,299	17,670	24,400
TOTAL EXPENDITURES	**$ 7,057,394**	**$ 8,372,358**	**$ 8,801,850**	**$ 9,498,770**

SIGNIFICANT CHANGES FROM FISCAL YEAR 2015/2016 ADOPTED BUDGET

REVENUES $ 160

The positive variance is primarily attributed to the historical increase in actuals.

PERSONNEL SERVICES $ 658,250

The positive variance is primarily attributed to increases in incentive pay, pension, health benefits, and employee leave payouts offset by organizational changes within the department.

OPERATING EXPENSES $ 31,940

The positive variance is primarily attributed to an increase in software support as part of the department's information technology migration.

CAPITAL OUTLAY $ 6,730

The positive variance is due to changes in capital needs from year to year. In FY 2017, the budget includes (2) laptop computers, software, and tactical vests.

PERSONNEL COMPLEMENT

POSITION TITLE	FY 13/14 ACTUALS	FY 14/15 ACTUALS	FY 15/16 ADOPTED	FY 16/17 ADOPTED
Captain	1	1	0	0
Major	0	0	1	1
Administrative Assistant I	2	2	2	2
Crime Intelligence Analyst	1	1	1	1
Crime Analyst/GIS Coordinator	1	1	1	1
Economic Crime Investigators	0	2	2	2
Evidence Technician	2	2	2	2
ID Technician	3	3	3	3
Lieutenant	2	2	2	2
Police Officer	30	26	33	32
Public Service Aide	1	1	1	1
Sergeant	4	4	4	4
Victim Advocate	1	1	1	1
Public Service Aide PT	1	1	1	1
TOTAL POSITIONS	**49**	**47**	**54**	**53**

CRIMINAL INVESTIGATIONS (2135-521)

		FY 13/14 ACTUALS	FY 14/15 ACTUALS	FY 15/16 ADOPTED	FY 16/17 ADOPTED
SERVICE REVENUES					
342.10-04	Witness Fees	$ 4,935	$ 5,450	$ 4,880	$ 5,040
	TOTAL SERVICE REVENUES	**$ 4,935**	**$ 5,450**	**$ 4,880**	**$ 5,040**
	TOTAL REVENUES	**$ 4,935**	**$ 5,450**	**$ 4,880**	**$ 5,040**
PERSONNEL SERVICES					
12-01	Salaries	$ 3,471,678	$ 4,118,495	$ 4,391,170	$ 4,329,200
12-02	Incentive Pay	127,912	149,849	134,390	348,700
12-03	Holiday Pay	130,228	148,385	148,370	148,370
13-00	Salaries/Part-Time	-	18,995	20,930	20,420
14-01	Overtime/Time And A Half	408,205	502,853	350,000	350,000
14-02	Overtime/Straight Time	4,326	87,252	5,750	5,750
15-03	Leave Payout	-	159,878	-	-
15-05	Clothing Allowance	30,975	44,738	41,300	41,300
16-01	Annual Leave Pay-Out	-	-	-	25,310
17-01	Sick Leave Pay-Out	-	-	-	141,390
21-01	SS & Medicare Matching	304,916	361,545	400,650	419,700
22-01	Pension-General	159,111	172,146	204,380	211,630
22-03	Pensions-Police	1,608,038	1,831,419	2,022,620	2,272,550
22-04	401A Contributions	-	9,641	9,350	9,540
23-01	Health	425,261	511,672	740,470	793,670
23-05	Long Term Care	-	1,792	1,790	1,790
23-06	Dental	-	991	1,000	1,060
23-07	Catastrophic/Intensive Care	-	1,639	1,640	1,640
24-00	Workers' Compensation	141,623	118,164	162,830	172,870
	TOTAL PERSONNEL SERVICES	**$ 6,812,273**	**$ 8,239,454**	**$ 8,636,640**	**$ 9,294,890**
OPERATING EXPENSES					
31-30	Professional Services	$ -	$ -	$ -	$ 37,000
31-37	Translation Services	-	28,705	37,000	-
34-07	Software Support	-	12,607	27,190	50,050
34-20	Misc Contract Services	-	-	-	10,000
35-00	Special Investigations	42,881	3,418	11,500	11,500
44-06	Copiers	-	985	1,000	1,000
44-07	Per Print Cost	-	414	550	550
46-10	Fleet Charges	41,042	-	-	-
46-11	Maint Office Equipment	4,019	-	-	-
46-29	Maint Other Equipment	-	120	-	-
46-90	Maint of Auto Equipment	-	17,471	-	-
47-01	Printing & Binding	1,000	-	-	3,000
47-02	Photocopying Costs	2,214	-	-	-
48-07	Marketing	-	-	-	4,500
48-03	Advertising	-	83	-	-
49-54	Vehicle Replacement Funding	82,903	-	-	-
51-01	Office Supplies	2,000	9,030	11,550	11,550
52-01	Gas & Oil	39,340	-	-	-

CRIMINAL INVESTIGATIONS (2135-521)

		FY 13/14 ACTUALS	FY 14/15 ACTUALS	FY 15/16 ADOPTED	FY 16/17 ADOPTED
52-06	Non-Capital Equipment & Parts	$ -	$ 5,905	$ 16,970	$ 13,680
52-08	Non-Capital Computer	-	472	2,580	-
52-11	Laboratory	-	5,742	5,800	5,800
52-17	Small Equipment	2,569	-	-	-
52-90	Other Supplies & Expenses	18,873	-	-	-
52-95	Other Materials & Supplies	-	9,653	31,900	29,050
54-01	Subs & Memberships	3,196	-	1,500	1,800
	TOTAL OPERATING EXPENSES	**$ 240,037**	**$ 94,605**	**$ 147,540**	**$ 179,480**
CAPITAL OUTLAY					
64-01	Machines & Equipment	$ 5,084	$ 1,600	$ 7,210	$ 24,400
64-02	Computer Equipment	-	2,343	10,460	-
64-04	Furniture & Equipment	-	7,177	-	-
64-05	Motor Vehicles	-	27,179	-	-
	TOTAL CAPITAL OUTLAY	**$ 5,084**	**$ 38,299**	**$ 17,670**	**$ 24,400**
	TOTAL EXPENDITURES	**$ 7,057,394**	**$ 8,372,358**	**$ 8,801,850**	**$ 9,498,770**

PROGRAM MODIFICATION-SUPPLEMENTAL REQUEST

Cyber Security Event

DEPT/ DIV NO.	DEPARTMENT NAME	DIVISION NAME	TOTAL COST
2135	POLICE	CRIMINAL INVESTIGATIONS	$ 17,500

Justification

The City of Sunrise is committed to ensuring that our local businesses and neighboring cities have the most up-to-date information regarding cyber security. In an effort to offer an opportunity to learn about cyber security, the City will be hosting a Summit during the month of October to include presentations from experts in the field. This informational forum will focus on educating attendees on how to best protect highly vulnerable business applications and critical infrastructure. Our goal is to bring awareness as to the latest issues and trends in cyber security and discuss ways to mitigate the risk of cyber attacks. The increase in the number of security breaches and sophistication of cyber threats is a reminder that no organization is immune to cyber attacks. The Cyber Security Summit will be a one day event to include lunch and a registration fee of $12,500 to offset expenses.

Required Resources

Personnel Costs

Number of Positions (A)	Title	Salary (B)	Fringe Benefits (C)	Cost A x (B+C)
			-	-
			-	-
			-	-
			Total Personnel Costs	$ -

Reoccurring Operating Costs

Account Number	Description	Cost
	Total Reoccurring Operating Costs	$ -

One -Time Costs

Account Number	Description	Cost
34-20	Misc Contract Services	10,000
47-01	Printing & Binding	3,000
48-07	Marketing	4,500
	Total One-Time Costs	$ 17,500

Benefits

Keeping abreast of cyber threats and understanding the best solutions to prevent and respond to cyber attacks are critical to our continued security.

CAPITAL OUTLAY REQUEST

DEPT/ DIV NO.	DEPARTMENT NAME	DIVISION NAME	TOTAL COST
2135	POLICE DEPARTMENT	CRIMINAL INVESTIGATIONS	$ 24,400

#	Acct. # (XX-XX)	Quantity	Item	Description and Justification	Unit Cost	Extended Cost
1	64-01	10	Paraclete Tactical Vest	***REPLACEMENT*** Complete Paraclete Tactical Vest includes side armor and accessories. End of five-year life cycle, which was purchased in 2011.	2,440	24,400
						-
						-
						-
						-

UNIFORM (2155-521)

PROGRAM/SERVICES DESCRIPTION

The Uniform Division is comprised of highly-skilled and trained officers who maintain a uniform presence 24 hours a day and are tasked with providing the majority of direct policing services to the community. Often referred to as the backbone of the Police Department, Uniform Division officers incorporate the tenets and ideals of community policing into their daily interactions with members of the community and reflect the problem solving model outlined within the organization's mission statement. The Uniform Division contains several highly specialized units that supplement the agency-wide community policing philosophy including; Traffic enforcement, Special Operations, School Resource Officers, Public Service Aides, Special Weapons and Tactics (SWAT), Mobile Field Force, Crisis Negotiations, Honor Guard, Canine and citizen volunteers.

FY 2015/2016 HIGHLIGHTS AND ACCOMPLISHMENTS

- The Bicycle Unit logged 525 miles and 915 hours of community-oriented policing activities within the neighborhoods of the City.
- Reinstituted the Reserve Officer Program with emphasis on providing off-duty special detail coverage at the arena in an effort to improve policing services to the community.
- The Uniform Division personnel reviewed 83,596 red light traffic violations.

FY 2016/2017 OBJECTIVES/GOALS

- Expand Bicycle patrols from current four times per month to six times per month.
- Expand the use of social media to highlight positive community-policing endeavors.
- Increase personnel who have been trained in Crisis Intervention Training (CIT) to meet the needs of a growing segment of our population.

PERFORMANCE MEASURES	FY 2014/2015 ACTUAL	FY 2015/2016 TARGET	3/31/2016 ACTUAL	FY 2016/2017 TARGET
Number of Traffic Accidents Investigated	2,951	2,000	1,156	2,000
Number of Red Light Camera Violations Reviewed	77,740	100,000	83,596	110,000
Number of Bicycle Miles Logged	N/A	900	525	1,000
Calls for Service	79,862	80,000	37,923	84,000

UNIFORM (2155-521)

	FY 13/14 ACTUALS	FY 14/15 ACTUALS	FY 15/16 ADOPTED	FY 16/17 ADOPTED
REVENUES				
Service Revenues	$ 623,750	$ 750,273	$ 577,280	$ 642,760
Fines & Forfeit Revenues	1,716,058	1,523,627	1,670,000	1,606,560
TOTAL REVENUES	**$ 2,339,808**	**$ 2,273,900**	**$ 2,247,280**	**$ 2,249,320**
EXPENDITURES				
Personnel Services	$ 21,853,968	$ 23,960,995	$ 25,525,660	$ 25,883,980
Operating Expenses	2,837,483	1,199,870	1,541,160	1,531,370
Capital Outlay	50,635	39,369	30,420	176,840
TOTAL EXPENDITURES	**$ 24,742,086**	**$ 25,200,234**	**$ 27,097,240**	**$ 27,592,190**

SIGNIFICANT CHANGES FROM FISCAL YEAR 2015/2016 ADOPTED BUDGET

REVENUES $ 2,040

The positive variance is primarily attributed to the historical increase in actuals.

PERSONNEL SERVICES $ 358,320

The positive variance is primarily attributed to cost of living increases, annual increases in pensions and insurance benefits, organizational changes within the department, and the addition of (6) police officers.

OPERATING EXPENSES $ (9,790)

The negative variance is primarily attributed to a decrease in school crossing guards and one-time costs in communication equipment.

CAPITAL OUTLAY $ 146,420

The positive variance is due to changes in capital needs from year to year. In FY 2017, the budget includes a message board, tactical vests, a replacement canine, bicycles, and (3) police vehicles.

PERSONNEL COMPLEMENT

POSITION TITLE	FY 13/14 ACTUALS	FY 14/15 ACTUALS	FY 15/16 ADOPTED	FY 16/17 ADOPTED
Captain	1	1	0	0
Major	0	0	1	1
Administrative Assistant I	1	1	1	1
Lieutenant	6	5	5	5
Police Officer*	113	117	110	115
Public Service Aide	15	15	16	16
Payroll Specialist	1	1	0	0
Sergeant	14	14	14	14
Public Service Aide PT	26	26	27	28
PT Police Reserve Officer	0	0	0	10
School Crossing Guards PT	3	3	1	0
TOTAL POSITIONS	**180**	**183**	**175**	**190**

*FY 16/17 Proposed positions equal a net of 5 positions due to the transfer of 1 Police Officer to the Administration Division (2105).

UNIFORM (2155-521)

		FY 13/14 ACTUALS	FY 14/15 ACTUALS	FY 15/16 ADOPTED	FY 16/17 ADOPTED
SERVICE REVENUES					
342.10-02	Accident Reports	$ 16,175	$ 15,933	$ 12,000	$ 14,000
342.90-11	False Alarm Fee - Police	98,803	124,084	56,500	86,080
342.90-12	School Resource Officer	508,772	610,256	508,780	542,680
	TOTAL SERVICE REVENUES	**$ 623,750**	**$ 750,273**	**$ 577,280**	**$ 642,760**
FINES & FORFEIT REVENUES					
351.50-00	Traffic Court	$ 686,743	$ 673,489	$ 670,000	$ 646,000
354.03-00	Red Light Fines	1,029,315	850,138	1,000,000	960,560
	TOTAL FINES & FORFEIT REVENUES	**$ 1,716,058**	**$ 1,523,627**	**$ 1,670,000**	**$ 1,606,560**
	TOTAL REVENUES	**$ 2,339,808**	**$ 2,273,900**	**$ 2,247,280**	**$ 2,249,320**
PERSONNEL SERVICES					
12-01	Salaries	$ 11,671,145	$ 12,503,933	$ 12,654,050	$ 12,332,440
12-02	Incentive Pay	199,444	242,057	209,540	776,000
12-03	Holiday Pay	420,809	435,038	452,390	452,390
13-00	Salaries/Part-Time	-	379,755	634,680	635,940
14-01	Overtime/Time And A Half	491,876	565,257	424,880	424,880
14-02	Overtime/Straight Time	5,891	65,198	8,160	9,560
15-03	Leave Payout	-	21,945	-	-
15-05	Clothing Allowance	39,316	41,746	43,200	42,900
16-01	Annual Leave Pay-Out	-	-	121,680	61,930
17-01	Sick Leave Pay-Out	-	-	138,910	102,480
21-01	SS & Medicare Matching	1,024,389	1,102,716	1,123,690	1,145,690
22-01	Pension-General	263,503	230,908	229,550	265,430
22-03	Pensions-Police	5,915,937	6,411,054	7,045,280	6,982,660
22-04	401A Contributions	-	4,701	4,620	4,800
23-01	Health	1,299,604	1,502,018	1,907,670	2,112,090
24-00	Workers' Compensation	522,054	454,669	527,360	534,790
	TOTAL PERSONNEL SERVICES	**$ 21,853,968**	**$ 23,960,995**	**$ 25,525,660**	**$ 25,883,980**
OPERATING EXPENSES					
31-20	Medical Services	$ -	$ -	$ 3,180	$ 2,460
34-07	Software Support	-	2,830	4,600	4,600
34-20	Misc Contract Services	1,160,986	1,061,829	1,259,170	1,209,170
40-01	Travel & Per Diem	5,218	-	-	-
40-02	Local Mileage	-	-	-	500
41-01	Communications	-	3,108	5,160	3,110
41-06	Communication Equipment	-	-	26,520	-
44-01	Rental - Automobiles	34,290	40,033	43,600	43,600
44-06	Copiers	-	1,986	2,000	2,000
44-07	Per Print Cost	-	735	900	900
46-10	Fleet Charges	554,422	-	-	-
46-11	Maint Office Equipment	6,225	-	-	-
46-13	Maint Communication Equip	6,223	-	-	-
46-29	Maint Other Equipment	-	8,319	10,300	12,300
46-90	Maint of Auto Equipment	-	3,038	3,500	3,500

UNIFORM (2155-521)

		FY 13/14 ACTUALS	FY 14/15 ACTUALS	FY 15/16 ADOPTED	FY 16/17 ADOPTED
47-01	Printing & Binding	$ 7,738	$ 2,045	$ 4,000	$ 4,000
47-02	Photocopying Costs	2,379	-	-	-
48-03	Advertising	-	208	-	-
49-54	Vehicle Replacement Funding	414,513	-	-	-
51-01	Office Supplies	6,000	6,356	10,000	10,000
52-01	Gas & Oil	545,190	-	-	-
52-03	Uniforms	-	-	2,370	4,660
52-06	Non-Capital Equipment & Parts	-	12,655	49,110	89,160
52-08	Non-Capital Computer	-	3,734	16,370	9,600
52-10	Medical/Safety Supplies	-	-	3,350	48,740
52-16	Canine	19,035	27,055	27,000	29,000
52-17	Small Equipment	27,253	-	-	-
52-43	Small Hand Tools	-	-	2,830	-
52-47	Safety Equipment/Supplies	-	2,457	50,790	-
52-90	Other Supplies & Expenses	48,011	-	-	-
52-95	Other Materials & Supplies	-	23,482	14,990	24,580
55-01	Training Registration	-	-	1,420	-
55-02	Tuition Reimbursement	-	-	-	29,490
	TOTAL OPERATING EXPENSES	**$ 2,837,483**	**$ 1,199,870**	**$ 1,541,160**	**$ 1,531,370**
CAPITAL OUTLAY					
64-01	Machines & Equipment	$ 10,500	$ 39,369	$ 30,420	$ 54,320
64-02	Computer Equipment	40,135	-	-	-
64-03	Radio & Comm Equipment	-	-	-	15,120
64-05	Motor Vehicles	-	-	-	107,400
	TOTAL CAPITAL OUTLAY	**$ 50,635**	**$ 39,369**	**$ 30,420**	**$ 176,840**
	TOTAL EXPENDITURES	**$ 24,742,086**	**$ 25,200,234**	**$ 27,097,240**	**$ 27,592,190**

PROGRAM MODIFICATION-SUPPLEMENTAL REQUEST

New Positions - Police Officers (6)

DEPT/ DIV NO.	DEPARTMENT NAME	DIVISION NAME	TOTAL COST
2155	POLICE DEPARTMENT	UNIFORM	$ 441,760

Justification

According to the Department of Justice - Federal Bureau of Investigation, Uniform Crime Reporting Staffing Standards, the increase in both commercial and residential growth will cause an expansion in population by the end of calendar year 2016. Several residential communities (Metropica, Portico, AMLI, Westerra & Nexus) in western portion of the City are either experiencing significant growth or will in the next several years. We are in the process of applying for the COPS Hiring Program (CHP) 2016 Grant with a request for 6 additional officers. This grant would provide funding of up to $125,000 per officer over a period of three years, which would be a substantial savings to the City. This program modification request provides funding for six additional positions for a portion of the year due to the length and timing of the hiring process. It is anticipated that the Police Department budget will be sufficient to absorb any additional costs above these included in this Program Modification that may result from the hiring of the additional positions.

Required Resources

Personnel Costs

Number of Positions (A)	Title	Salary (B)	Fringe Benefits (C)	Cost A x (B+C)
3	Police Officer	57,964	32,460	271,270
			-	-
			-	-
			Total Personnel Costs	$ 271,270

Recurring Operating Costs

Account Number	Description	Cost
52-03	Uniforms	4,660
52-95	Other Materials & Supplies	11,360
	Total Recurring Operating Costs	$ 16,020

One -Time Costs

Account Number	Description	Cost
31-20	Medical Services	2,460
55-02	Tuition Reimbursement	29,490
64-03	Radio & Communication Equipment	15,120
64-05	Motor Vehicles	107,400
	Total One-Time Costs	$ 154,470

Benefits

These new police officers will enable the police department to serve the community in a manner in which they have been accustomed. New residential/commercial construction will increase the population of the city and the police department must grow to meet these new inhabitants needs.

CAPITAL OUTLAY REQUEST

DEPT/ DIV NO.	DEPARTMENT NAME	DIVISION NAME	TOTAL COST
2155	POLICE DEPARTMENT	UNIFORM	$ 52,380

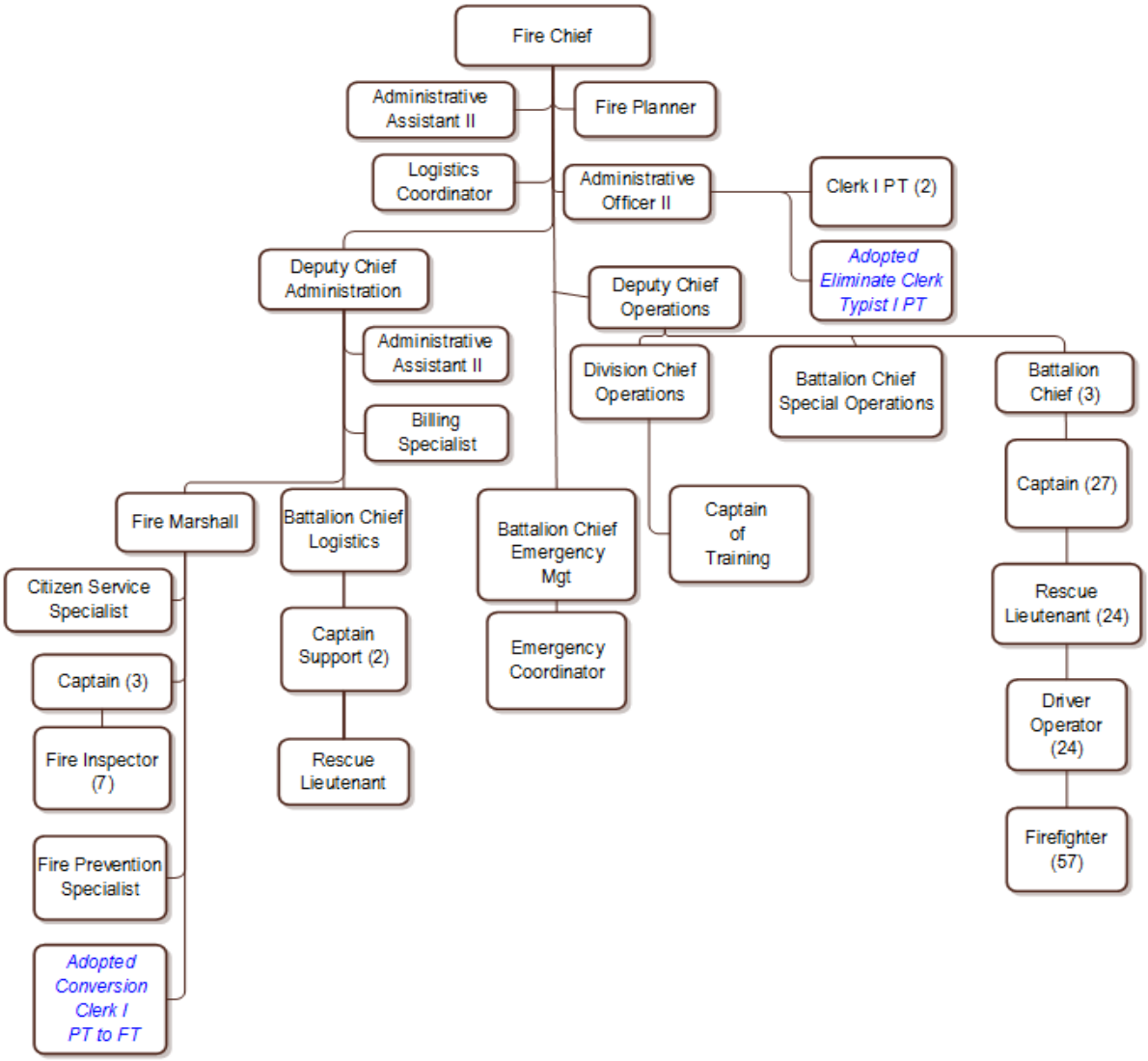
#	Acct. # (XX-XX)	Quantity	Item	Description and Justification	Unit Cost	Extended Cost
1	64-01	5	Tactical Vests	***REPLACEMENT*** Replacement of 5 tactical SWAT vests. Continues with the annual replacement plan - end of five year cycle, which were purchased in 2011.	3,600	18,000
2	64-01	1	Canine Dog	***REPLACEMENT*** Replacement Canine Dog (Officer Sweat).	15,000	15,000
3	64-01	5	Police Bicycles	***REPLACEMENT*** Replacement of police bicycles that have become worn and they are over 10 years old.	1,620	8,100
4	64-01	1	Training Aid Kit	***REPLACEMENT*** Replacement of current supply of explosive training aids. Items are sold as a kit and not sold separately (K9 Unit). The kit has a 2 year life cycle.	6,650	6,650
5	64-01	1	Rifle	***REPLACEMENT*** Sniper Rifle to replace current one (SWAT) - 5 year life cycle. Based on studies by Snipercraft, the round count is set at about 5,000. After 5,000 rounds, the rifle tends to lose it's accuracy.	4,630	4,630

CAPITAL OUTLAY REQUEST

DEPT/ DIV NO.	DEPARTMENT NAME	DIVISION NAME	TOTAL COST
2155	POLICE DEPARTMENT	UNIFORM	$ 1,940

#	Acct. # (XX-XX)	Quantity	Item	Description and Justification	Unit Cost	Extended Cost
6	64-01	1	Scope	***REPLACEMENT*** Scope for Sniper Rifle must be replaced with rifle (SWAT).	1,940	1,940
						-
						-
						-
						-

FIRE RESCUE DEPARTMENT



ADMINISTRATION (2300-522)

PROGRAM/SERVICES DESCRIPTION

The Administration Division supports the department's primary mission, "*Anticipate the needs of the community*." This includes short and long term planning, development of analysis and sound fiscal management. The Administration Division is comprised of the Fire Chief and support staff.

FY 2015/2016 HIGHLIGHTS AND ACCOMPLISHMENTS

◊ Implemented new web page SharePoint portal.

◊ Configured new timekeeping software.

◊ Conducted promotional exams for Fire Captain and Driver Operator positions in order to plan for anticipated attrition or retirement.

FY 2016/2017 OBJECTIVES/GOALS

◊ Monitor monthly response performance measures to ensure proper emergency response deployment.

◊ Update department's Strategic Plan.

◊ Seek Insurance Services Organization (ISO) Class 1 Fire Protection Classification.

PERFORMANCE MEASURES	FY 2014/2015 ACTUAL	FY 2015/2016 TARGET	3/31/2016 ACTUAL	FY 2016/2017 TARGET
Shifts at 100% strength before overtime	69%	100%	63%	100%
Average overtime as a percentage of salaries at 5% or less	2.9%	5.0%	3.7%	5.0%
Insurance Services Office (ISO) Rating	2	2	2	1

ADMINISTRATION (2300-522)

	FY 13/14 ACTUALS	FY 14/15 ACTUALS	FY 15/16 ADOPTED	FY 16/17 ADOPTED
REVENUES				
Service Revenues	$ 188,567	$ 182,845	$ 169,010	$ 161,600
TOTAL REVENUES	**$ 188,567**	**$ 182,845**	**$ 169,010**	**$ 161,600**
EXPENDITURES				
Personnel Services	$ 828,603	$ 793,110	$ 805,780	$ 788,220
Operating Expenses	976,994	260,551	265,340	265,300
TOTAL EXPENDITURES	**$ 1,805,597**	**$ 1,053,661**	**$ 1,071,120**	**$ 1,053,520**

SIGNIFICANT CHANGES FROM FISCAL YEAR 2015/2016 ADOPTED BUDGET

REVENUES $ (7,410)

The negative variance is primarily attributed to a decrease in revenues generated from special detail assignments.

PERSONNEL SERVICES $ (17,560)

The negative variance is primarily attributed to a decrease in expenditures for special detail assignments and the reduction of a Clerk I PT position.

OPERATING EXPENSES $ (40)

The negative variance is primarily attributed to a decrease in the costs for software support and communications which was offset by an increase in the costs for training registration.

PERSONNEL COMPLEMENT

POSITION TITLE	FY 13/14 ACTUALS	FY 14/15 ACTUALS	FY 15/16 ADOPTED	FY 16/17 ADOPTED
Fire Chief	1	1	1	1
Administrative Officer II	1	1	1	1
Billing Specialist	1	0	0	0
Fire Planner	1	1	1	1
Administrative Assistant II	0	1	1	1
Clerk I PT	2	2	2	1
TOTAL POSITIONS	**6**	**6**	**6**	**5**

ADMINISTRATION (2300-522)

		FY 13/14 ACTUALS	FY 14/15 ACTUALS	FY 15/16 ADOPTED	FY 16/17 ADOPTED
SERVICE REVENUES					
342.20-03	Fire Special Details	$ 161,514	$ 145,907	$ 145,000	$ 131,600
342.20-05	Overtime Reimbursement	27,053	36,938	24,010	30,000
	TOTAL SERVICE REVENUES	**$ 188,567**	**$ 182,845**	**$ 169,010**	**$ 161,600**
	TOTAL REVENUES	**$ 188,567**	**$ 182,845**	**$ 169,010**	**$ 161,600**
PERSONNEL SERVICES					
12-01	Salaries	$ 372,398	$ 396,684	$ 397,130	$ 398,530
12-02	Incentive Pay	30,231	34,170	32,540	30,200
12-03	Holiday Pay	(2,768)	-	-	-
13-00	Salaries/Part-Time	-	22,589	28,550	15,460
14-01	Overtime/Time And A Half	-	-	200	200
14-02	Overtime/Straight Time	-	-	140	140
15-02	Special Detail Pay	118,482	109,213	114,000	100,000
15-05	Clothing Allowance	200	200	200	200
15-07	Special Detail Non-Reimb	24,917	28,871	28,000	28,000
21-01	SS & Medicare Matching	25,287	27,625	35,100	34,030
22-01	Pension-General	74,224	66,089	63,750	68,310
22-02	Pensions-Firefighters	86,549	13,866	-	-
22-04	401A Contributions	-	15,570	14,050	15,900
23-01	Health	57,144	58,295	70,870	74,560
23-04	Statutory Life And AD&D	2,992	4,502	4,510	6,400
23-05	Long Term Care	-	3,391	3,670	3,670
23-06	Dental	-	496	500	530
23-07	Catastrophic/Intensive Care	-	1,639	1,640	1,640
24-00	Workers' Compensation	38,947	9,910	10,930	10,450
	TOTAL PERSONNEL SERVICES	**$ 828,603**	**$ 793,110**	**$ 805,780**	**$ 788,220**
OPERATING EXPENSES					
31-30	Professional Services	$ 211,951	$ 212,991	$ 212,000	$ 212,000
34-01	Banking Services	8,721	-	-	-
34-02	Records Retention	874	452	700	700
34-04	Temporary Services	4,535	-	-	-
34-07	Software Support	-	-	4,150	3,250
34-20	Misc Contract Services	-	100	100	100
40-01	Travel & Per Diem	4,994	-	-	-
40-05	Travel/Out Of County	-	2,306	2,250	3,350
40-06	Travel/Out Of State	-	2,536	5,240	5,240
41-01	Communications	161,363	23,759	20,880	18,070
42-01	Postage	-	504	1,000	700
44-06	Copiers	-	1,353	1,340	1,530
44-07	Per Print Cost	-	656	660	660
46-10	Fleet Charges	13,490	-	-	-
47-01	Printing & Binding	5,440	2,660	3,200	2,900
47-02	Photocopying Costs	3,272	-	-	-
49-54	Vehicle Replacement Funding	538,427	-	-	-
51-01	Office Supplies	7,727	9,645	7,910	7,910
52-01	Gas & Oil	8,435	-	-	-

ADMINISTRATION (2300-522)

		FY 13/14 ACTUALS	FY 14/15 ACTUALS	FY 15/16 ADOPTED	FY 16/17 ADOPTED
52-03	Uniforms	$ -	$ -	$ 300	$ 300
52-90	Other Supplies & Expenses	2,005	-	-	-
52-95	Other Materials & Supplies	-	645	1,200	1,200
54-01	Subs & Memberships	2,209	1,487	1,310	1,200
54-02	Tuition	3,551	-	-	-
54-10	Books & Publications	-	-	250	250
55-01	Training Registration	-	1,457	2,850	5,940
	TOTAL OPERATING EXPENSES	**$ 976,994**	**$ 260,551**	**$ 265,340**	**$ 265,300**
	TOTAL EXPENDITURES	**$ 1,805,597**	**$ 1,053,661**	**$ 1,071,120**	**$ 1,053,520**

PROGRAM MODIFICATION-SUPPLEMENTAL REQUEST

Eliminate - Clerk I PT Position

DEPT/ DIV NO.	DEPARTMENT NAME	DIVISION NAME	TOTAL COST
2300	FIRE RESCUE	OPERATIONS	$ (14,090)

Justification

It is being requested that the existing part-time Clerk I position be eliminated. This position as well as another part-time clerk position in the Prevention will be replaced with a full-time Clerk I position in order to accommodate the administrative tasks currently being handled by the Prevention Division. Due to the specialized nature of this division it requires full time expertise in order to facilitate the needs of the residents and business owners of our community.

Required Resources

Personnel Costs

Number of Positions (A)	Title	Salary (B)	Fringe Benefits (C)	Cost A x (B+C)
(1)	Clerk I PT	13,090	1,000	(14,090)
			-	-
			-	-
			Total Personnel Costs	$ (14,090)

Recurring Operating Costs

Account Number	Description	Cost
	Total Recurring Operating Costs	$ -

One -Time Costs

Account Number	Description	Cost
	Total One-Time Costs	$ -

Benefits

The elimination of this position will help to provide funding for a Clerk I FT in the Prevention Division of the Fire Department.

CITY OF SUNRISE
FLORIDA

OPERATIONS (2310-522)

PROGRAM/SERVICES DESCRIPTION

The Fire Rescue Operations Division provides fire protection and life safety services in emergency and non-emergency conditions through five strategically placed fire stations located throughout the city. The responsibilities of the personnel in this division include the extinguishment and control of fires, emergency pre-hospital care, advanced life support, and medical transport. In addition, the Operations Division manages several special response teams specific for emergencies involving technical rescues such as structural collapse, confined space rescue, Special Weapons and Tactics (SWAT) medic, dive rescue, and vehicle extrication to care for trapped and injured victims. Sunrise Fire Rescue is one of four regionalized Hazardous Materials teams trained in the mitigation of emergencies involving chemicals or environmental hazards.

FY 2015/2016 HIGHLIGHTS AND ACCOMPLISHMENTS

- Completed annual training requirements, including increased number of personnel with Live Fire Training Instruction and Hazardous Material/Technical Rescue Training Instruction.
- Awarded $450,000 in grants to purchase new self contained breathing apparatus.
- Transitioned all personnel to new Emergency Medical Services (EMS) protocols.

FY 2016/2017 OBJECTIVES/GOALS

- Provide new peak hour emergency medical unit along the northern border of Sunrise.
- Acquire new fire station alerting system.
- Enhance joint Police and Fire Rescue active shooter operations and training.

PERFORMANCE MEASURES	FY 2014/2015 ACTUAL	FY 2015/2016 TARGET	3/31/2016 ACTUAL	FY 2016/2017 TARGET
Average scene time for trauma alerts (90% 10 minutes or less)	92%	95%	96%	95%
Average response time (in minutes) for emergency responses	0:04:21	0:04:00	0:04:21	0:04:00
Fire Training Hours per month	1898	2000	2566	2000

OPERATIONS (2310-522)

	FY 13/14 ACTUALS	FY 14/15 ACTUALS	FY 15/16 ADOPTED	FY 16/17 ADOPTED
REVENUES				
Service Revenues	$ 3,194,841	$ 3,176,739	$ 3,150,630	$ 3,206,610
TOTAL REVENUES	**$ 3,194,841**	**$ 3,176,739**	**$ 3,150,630**	**$ 3,206,610**
EXPENDITURES				
Personnel Services	$ 20,564,054	$ 21,262,876	$ 22,814,080	$ 23,534,160
Operating Expenses	2,212,063	369,009	473,760	466,970
Capital Outlay	5,445	77,474	65,580	17,200
TOTAL EXPENDITURES	**$ 22,781,562**	**$ 21,709,359**	**$ 23,353,420**	**$ 24,018,330**

SIGNIFICANT CHANGES FROM FISCAL YEAR 2015/2016 ADOPTED BUDGET

REVENUES $ 55,980

The positive variance is primarily attributed to an projected increase in ambulance service fees.

PERSONNEL SERVICES $ 720,080

The positive variance is primarily attributed to cost of living and merit increases, annual increases in pension and insurance benefits, and additional salaries related to the expansion of the Fire Rescue Service Area Pilot Program.

OPERATING EXPENSES $ (6,790)

The negative variance is primarily attributed to the one-time costs for the purchase of new boots.

CAPITAL OUTLAY $ (48,380)

The negative variance is due to changes in capital needs from year to year. In FY 2017, the budget includes hazmat drysuits.

PERSONNEL COMPLEMENT

POSITION TITLE	FY 13/14 ACTUALS	FY 14/15 ACTUALS	FY 15/16 ADOPTED	FY 16/17 ADOPTED
Deputy Fire Chief - Operations	1	1	1	1
Division Chief - Operations	1	1	1	1
Battalion Chief	3	3	4	4
Driver Operator	26	25	24	24
Fire Captain	29	27	27	27
Fire Captain - Training	1	1	1	1
Firefighter	53	56	57	57
Rescue Lieutenant	24	24	24	24
TOTAL POSITIONS	**138**	**138**	**139**	**139**

OPERATIONS (2310-522)

		FY 13/14 ACTUALS	FY 14/15 ACTUALS	FY 15/16 ADOPTED	FY 16/17 ADOPTED
SERVICE REVENUES					
342-60-01	Service Charge Ambulance Fee	$ 2,740,630	$ 2,722,528	$ 2,750,630	$ 2,752,400
342-90-30	Hazmat Response Team	454,211	454,211	400,000	454,210
	TOTAL SERVICE REVENUES	**$ 3,194,841**	**$ 3,176,739**	**$ 3,150,630**	**$ 3,206,610**
	TOTAL REVENUES	**$ 3,194,841**	**$ 3,176,739**	**$ 3,150,630**	**$ 3,206,610**
PERSONNEL SERVICES					
12-01	Salaries	$ 9,864,627	$ 9,750,822	$ 10,867,740	$ 11,137,190
12-02	Incentive Pay	1,894,754	1,889,359	2,039,230	1,938,200
12-03	Holiday Pay	521,144	520,539	547,260	547,260
14-01	Overtime/Time And A Half	297,200	295,492	391,760	711,760
14-02	Overtime/Straight Time	5,643	4,053	4,200	4,200
15-03	Leave Payout	-	423,442	-	-
15-05	Clothing Allowance	26,000	26,000	27,600	27,800
16-01	Annual Leave Pay-Out	-	-	33,620	-
17-01	Sick Leave Pay-Out	-	-	197,510	-
21-01	SS & Medicare Matching	926,913	934,168	1,079,300	1,098,900
22-01	Pension-General	11,502	-	-	-
22-02	Pensions-Firefighters	5,186,914	5,363,792	5,174,400	5,460,420
22-04	401A Contributions	-	9,303	7,560	9,270
23-01	Health	1,251,640	1,435,722	1,906,110	2,023,770
23-06	Dental	-	44	-	400
24-00	Workers' Compensation	577,717	610,140	537,790	574,990
	TOTAL PERSONNEL SERVICES	**$ 20,564,054**	**$ 21,262,876**	**$ 22,814,080**	**$ 23,534,160**
OPERATING EXPENSES					
31-20	Medical Services	$ 37,083	$ 7,155	$ 52,800	$ 52,800
31-21	Medical Director	33,000	41,850	43,620	43,620
31-30	Professional Services	19,120	32,920	32,790	32,060
34-05	Building Maint Services	29,466	-	-	-
34-20	Misc Contract Services	-	200	200	11,000
40-01	Travel & Per Diem	2,251	-	-	-
40-04	Travel/In-County	156	-	-	-
40-05	Travel/Out Of County	-	4,110	2,400	6,600
40-06	Travel/Out Of State	-	912	2,250	2,250
41-01	Communications	-	-	600	-
43-01	Electricity	209,158	-	-	-
43-10	Water & Wastewater	68,880	-	-	-
43-15	Stormwater	11,538	-	-	-
46-10	Fleet Charges	288,244	-	-	-
46-13	Maint Communication Equip	31,481	23,502	27,540	31,520
49-07	Employee Appreciation	-	1,277	1,400	1,400
49-08	Permits & Licenses	12,864	11,507	3,750	10,500
49-54	Vehicle Replacement Funding	961,477	-	-	-
52-01	Gas & Oil	173,617	-	-	-
52-03	Uniforms	33,600	30,652	45,530	45,530

OPERATIONS (2310-522)

		FY 13/14 ACTUALS	FY 14/15 ACTUALS	FY 15/16 ADOPTED	FY 16/17 ADOPTED
52-04	Protective Clothing	$ 55,058	$ 48,759	$ 113,790	$ 60,900
52-06	Non-Capital Equipment & Parts	-	18,119	23,000	23,000
52-07	Non-Capital Furniture	-	12,167	12,500	12,500
52-10	Medical/Safety Supplies	141,791	-	-	16,000
52-17	Small Equipment	14,409	-	-	-
52-50	Hazmat/Supp & Exp	7,341	-	-	-
52-51	Dive Team/Supp & Exp	964	-	-	-
52-90	Other Supplies & Expenses	27,713	-	-	-
52-95	Other Materials & Supplies	-	14,875	15,000	15,000
54-01	Subs & Memberships	280	833	910	1,010
54-02	Tuition	31,351	-	-	-
54-03	Training	21,221	-	-	-
55-01	Training Registration	-	40,029	55,680	55,680
55-02	Tuition Reimbursement	-	80,142	40,000	45,600
	TOTAL OPERATING EXPENSES	**$ 2,212,063**	**$ 369,009**	**$ 473,760**	**$ 466,970**
CAPITAL OUTLAY					
64-01	Machines & Equipment	$ 5,445	$ 37,157	$ 10,380	$ 17,200
64-02	Computer Equipment	-	-	2,500	-
64-03	Radio & Comm Equipment	-	15,000	25,700	-
64-04	Furniture & Equipment	-	9,978	-	-
64-05	Motor Vehicles	-	15,339	27,000	-
	TOTAL CAPITAL OUTLAY	**$ 5,445**	**$ 77,474**	**$ 65,580**	**$ 17,200**
	TOTAL EXPENDITURES	**$ 22,781,562**	**$ 21,709,359**	**$ 23,353,420**	**$ 24,018,330**

PROGRAM MODIFICATION-SUPPLEMENTAL REQUEST

Expansion of Fire Rescue Service Area - Pilot Program

DEPT/ DIV NO.	DEPARTMENT NAME	DIVISION NAME	TOTAL COST
2310	FIRE RESCUE	OPERATIONS	$ 373,680

Justification

Over the last decade, there has been a significant increase in residential and commercial development in the North section of the City, including the Veterans Affairs Center and a 200-bed nursing home. This has resulted in additional Fire Rescue calls in that area and subsequently, a higher demand for emergency medical and fire suppression services. Since we have not increased staffing or rescue units to meet the demands of this area, the calls are predominantly being handled by Station 72, on Oakland Park Boulevard, and through a mutual aid agreement with our neighboring city. This past year, Station 72 experienced approximately 10% more calls than the prior year, bringing the total emergency calls to 4,200, thus making it the busiest Station in our City. This high demand for services requires us to utilize rescue units from our other Fire Stations, which could potentially cause a delay in patient care and gaps in coverage throughout the City. Based on historical call data, peak hours for service in the North area of the City are Monday through Friday, 8:00 am to 6:00 pm. In order to address this demand for services in the most cost-effective way, it is recommended to utilize daily overtime and a reserve rescue unit to service this area during peak hours. This peak rescue unit would be implemented as a pilot program and reviewed for efficacy during the FY 2018 Budget development process.

Required Resources

Personnel Costs

Number of Positions (A)	Title	Salary (B)	Fringe Benefits (C)	Cost A x (B+C)
	Overtime - 72 North	320,000	24,480	344,480
			-	-
			Total Personnel Costs	$ 344,480

Recurring Operating Costs

Account Number	Description	Cost
52-10	Medical	16,000
	Total Recurring Operating Costs	$ 16,000

One -Time Costs

Account Number	Description	Cost
64-01	Machines & Equipment	13,200
	Total One-Time Costs	$ 13,200

Benefits

Utilizing an existing rescue unit during peak hours, staffed with three personnel, would provide much-needed emergency medical services in a very cost effective manner.

PROGRAM MODIFICATION-SUPPLEMENTAL REQUEST

Bunker Gear Cleaning

DEPT/ DIV NO.	DEPARTMENT NAME	DIVISION NAME	TOTAL COST
2310	FIRE RESCUE	OPERATIONS	$ 10,800

Justification

Due to the nature of the profession, firefighters are constantly being exposed to many harsh chemicals, toxins, carcinogens, etc. These types of contaminants penetrate the protective clothing and are eventually being absorbed into the skin. NFPA 1581: Standard on Selection, Care and Maintenance of Protective Ensembles for Structural Firefighting, recommends in addition to routine care and cleaning, that - at a minimum - an annual advanced cleaning and inspection be performed by a verified Independent Service Provider (ISP). This is further codified in Manufacturer guidelines of advanced cleaning and repair section.

Required Resources

Personnel Costs

Number of Positions (A)	Title	Salary (B)	Fringe Benefits (C)	Cost A x (B+C)
			-	-
			-	-
			-	-
			Total Personnel Costs	$ -

Recurring Operating Costs

Account Number	Description	Cost
34-20	Misc Contract Services	10,800
	Total Recurring Operating Costs	$ 10,800

One -Time Costs

Account Number	Description	Cost
	Total One-Time Costs	$ -

Benefits

Advanced cleaning and inspection as required per NFPA 1581 for the removal of hazardous carcinogens, hydrocarbons, and other various contaminants; allows wearer to benefit from a reduced risk of these contaminants; allows for an ISP who is qualified in cleaning and repairing of structural gear (PPE) to be fully serviced while minimizing the use of substitute gear within in a 24 to 72 hour period.

CAPITAL OUTLAY REQUEST

DEPT/ DIV NO.	DEPARTMENT NAME	DIVISION NAME	TOTAL COST
2310	FIRE RESCUE	OPERATIONS	$ 4,000

#	Acct. # (XX-XX)	Quantity	Item	Description and Justification	Unit Cost	Extended Cost
1	64-01	2	Hazmat Public Safety Drysuits	***NEW*** Drysuits are used to protect skin when underwater and diving with chemicals and/or biological fluids.	2,000	4,000
						-
						-
						-
						-

CITY OF SUNRISE
FLORIDA

EMERGENCY MANAGEMENT (2340-525)

PROGRAM/SERVICES DESCRIPTION

The Emergency Management program oversees the Sunrise Emergency Operations Center (EOC) and all disaster preparedness planning and Incident Command System (ICS) for the City. This program is under the responsibility of a Battalion Chief and Emergency Management Coordinator. The program includes the Community Emergency Response Team (CERT), which educates people about disaster preparedness and trains them in basic disaster response skills, such as fire safety, light search and rescue, team organization, and disaster medical operations.

FY 2015/2016 HIGHLIGHTS AND ACCOMPLISHMENTS

- Completed City-wide Incident Command System (ICS) and the National Incident Management System (NIMS) courses.
- Replaced the City's portable back up satellite system to provide mobile satellite internet or Voice over Internet Protocol (VOIP) connectivity.
- Received grant funding from the State of Florida, Department of Emergency Management, to procure a search and rescue simulator and a fire extinguisher simulator to enhance our outreach programs.

FY 2016/2017 OBJECTIVES/GOALS

- Review and update the City's Comprehensive Emergency Management Plan (CEMP).
- Continue to educate the City's command staff whose function/assignment during a disaster would be to act in some capacity in the Emergency Operating Center.
- Train City employees on the public assistance procedures necessary for the completion of disaster management project worksheets.

PERFORMANCE MEASURES	FY 2014/2015 ACTUAL	FY 2015/2016 TARGET	3/31/2016 ACTUAL	FY 2016/2017 TARGET
Number of CERT training events per year	30	10	15	10
CERT community outreach hours provided	830	450	209	450

EMERGENCY MANAGEMENT (2340-525)

	FY 13/14 ACTUALS	FY 14/15 ACTUALS	FY 15/16 ADOPTED	FY 16/17 ADOPTED
EXPENDITURES				
Personnel Services	$ 362,790	$ 411,371	$ 419,390	$ 425,190
Operating Expenses	29,684	25,161	40,030	41,180
Capital Outlay	-	128,150	15,000	-
Grants & Aids	-	-	1,500	-
TOTAL EXPENDITURES	**$ 392,474**	**$ 564,682**	**$ 475,920**	**$ 466,370**

SIGNIFICANT CHANGES FROM FISCAL YEAR 2015/2016 ADOPTED BUDGET

PERSONNEL SERVICES $ 5,800

The positive variance is primarily attributed to cost of living and merit increases and annual increases in pension and insurance benefits.

OPERATING EXPENSES $ 1,150

The positive variance is primarily attributed to an increase in travel expenses.

GRANTS & AIDS $ (1,500)

The negative variance is primarily attributed to the reallocation of funding dedicated to Community Emergency Response Team (CERT) members currently involved in higher education classes.

PERSONNEL COMPLEMENT

POSITION TITLE	FY 13/14 ACTUALS	FY 14/15 ACTUALS	FY 15/16 ADOPTED	FY 16/17 ADOPTED
Battalion Chief - Emergency Mgmt.	1	1	1	1
Emerg Mgmt. Coordinator	1	1	1	1
TOTAL POSITIONS	**2**	**2**	**2**	**2**

EMERGENCY MANAGEMENT (2340-525)

		FY 13/14 ACTUALS	FY 14/15 ACTUALS	FY 15/16 ADOPTED	FY 16/17 ADOPTED
PERSONNEL SERVICES					
12-01	Salaries	$ 178,541	$ 199,322	$ 203,940	$ 205,920
12-02	Incentive Pay	26,075	25,581	28,060	26,200
12-03	Holiday Pay	5,244	6,348	6,710	6,710
14-01	Overtime/Time And A Half	10,828	16,008	13,000	13,000
14-02	Overtime/Straight Time	467	77	-	-
15-05	Clothing Allowance	200	200	200	200
21-01	SS & Medicare Matching	14,391	16,791	19,280	19,280
22-01	Pension-General	26,096	27,585	26,330	28,620
22-02	Pensions-Firefighters	71,536	78,808	74,720	75,650
23-01	Health	29,235	32,879	39,970	42,050
23-06	Dental	-	315	320	340
23-07	Catastrophic/Intensive Care	-	877	880	880
24-00	Workers' Compensation	177	6,580	5,980	6,340
	TOTAL PERSONNEL SERVICES	**$ 362,790**	**$ 411,371**	**$ 419,390**	**$ 425,190**
OPERATING EXPENSES					
31-30	Professional Services	$ -	$ 279	$ 500	$ 500
34-20	Misc Contract Services	-	80	80	80
40-01	Travel & Per Diem	2,288	-	-	-
40-05	Travel/Out Of County	-	2,032	3,800	3,800
40-06	Travel/Out Of State	-	-	1,310	2,300
41-01	Communications	6,540	5,747	6,530	5,540
46-10	Fleet Charges	2,167	-	-	-
46-13	Maint Communication Equip	-	1,911	2,010	2,120
47-01	Printing & Binding	470	2,854	3,800	3,800
47-02	Photocopying Costs	283	-	-	-
49-54	Vehicle Replacement Funding	2,700	-	-	-
51-01	Office Supplies	497	796	800	800
52-01	Gas & Oil	769	-	-	-
52-03	Uniforms	-	1,336	1,500	1,500
52-90	Other Supplies & Expenses	13,220	-	-	-
52-95	Other Materials & Supplies	-	5,169	11,800	11,800
54-01	Subs & Memberships	-	685	900	440
54-02	Tuition	750	-	-	-
54-10	Books & Publications	-	-	1,000	500
55-01	Training Registration	-	450	1,000	3,000
55-02	Tuition Reimbursement	-	3,822	5,000	5,000
	TOTAL OPERATING EXPENSES	**$ 29,684**	**$ 25,161**	**$ 40,030**	**$ 41,180**
CAPITAL OUTLAY					
64-01	Machines & Equipment	$ -	$ 128,150	$ 11,000	$ -
64-03	Radio & Comm Equipment	-	-	4,000	-
	TOTAL CAPITAL OUTLAY	**$ -**	**$ 128,150**	**$ 15,000**	**$ -**
GRANTS AND AIDS					
83-07	Scholarships	$ -	$ -	$ 1,500	$ -
	TOTAL GRANTS AND AIDS	**$ -**	**$ -**	**$ 1,500**	**$ -**
	TOTAL EXPENDITURES	**$ 392,474**	**$ 564,682**	**$ 475,920**	**$ 466,370**

CITY OF SUNRISE
FLORIDA

PREVENTION (2350-522)

PROGRAM/SERVICES DESCRIPTION

The goal of the Fire Prevention Division is to reduce the loss of life and property in the City through building inspections, building plan review, and public education. In an effort to enhance public safety, approximately 12,000 annual fire safety inspections are performed on all commercial properties as well as multi-family residences to ensure compliance with all fire and life safety codes. In addition, building plans for new projects or renovations to existing properties are reviewed to ensure they meet with all current fire and life safety codes and standards. The City's Fire Prevention Specialist conducts community outreach programs and oversees the Fire Prevention Week, which reaches out to over 12,000 local school children and provides a uniform fire safety message. Through community risk reduction programs, public education is used to educate and inform residents of risk hazards to help keep residents safe.

FY 2015/2016 HIGHLIGHTS AND ACCOMPLISHMENTS

- Acquired $20,000 in Emergency Medical Services (EMS) County Grant Funding to reduce the life hazard of leaving family or pets in a hot vehicle through public education.
- Cross trained personnel between plans review and life safety inspection, which improved workflow and job efficiency while continuing succession planning.
- Applied for and received grant funding to purchase and install smoke alarms in homes. Collaborated with the American Red Cross to install 250 smoke alarms in Sunrise residents' homes.

FY 2016/2017 OBJECTIVES/GOALS

- Implement city-wide Enterprise Resource Planning (ERP) to incorporate an electronic inspection module to include mobile applications for workflow improvement and efficiency.
- Provide for public education and prevention presentations and research and apply for fire prevention grants to acquire and implement home fire safety education.
- Continue to cross train additional personnel between inspections and plans review to meet the needs of building growth and renovation while providing for continued life safety inspections.

PERFORMANCE MEASURES	FY 2014/2015 ACTUAL	FY 2015/2016 TARGET	3/31/2016 ACTUAL	FY 2016/2017 TARGET
Number of inspections per month	697	300	678	300
Number of fire prevention education events per year (in hours)	399	250	117	250
Number of fire inspector training hours per year	829	600	726	600

PREVENTION (2350-522)

	FY 13/14 ACTUALS	FY 14/15 ACTUALS	FY 15/16 ADOPTED	FY 16/17 ADOPTED
REVENUES				
Service Revenues	$ 1,552,516	$ 1,577,972	$ 1,735,770	$ 1,841,510
TOTAL REVENUES	**$ 1,552,516**	**$ 1,577,972**	**$ 1,735,770**	**$ 1,841,510**
EXPENDITURES				
Personnel Services	$ 1,815,269	$ 2,046,575	$ 2,301,810	$ 2,226,350
Operating Expenses	39,330	71,764	76,570	84,080
Capital Outlay	-	56,492	-	-
TOTAL EXPENDITURES	**$ 1,854,599**	**$ 2,174,831**	**$ 2,378,380**	**$ 2,310,430**

SIGNIFICANT CHANGES FROM FISCAL YEAR 2015/2016 ADOPTED BUDGET

REVENUES $ 105,740

The positive variance is primarily attributed to an increase in fire inspections due to new development.

PERSONNEL SERVICES $ (75,460)

The negative variance is primarily attributed to origanizational and base salary changes.

OPERATING EXPENSES $ 7,510

The positive variance is primarily attributed to an increase in building maintenance costs.

PERSONNEL COMPLEMENT

POSITION TITLE	FY 13/14 ACTUALS	FY 14/15 ACTUALS	FY 15/16 ADOPTED	FY 16/17 ADOPTED
Fire Marshall	1	1	1	1
Captain	3	3	3	3
Citizen Service Specialist	1	1	1	1
Fire Inspector	6	6	7	7
Fire Prevention Specialist	1	1	1	1
Clerk I	0	0	0	1
Clerk I PT	0	0	1	0
TOTAL POSITIONS	**12**	**12**	**14**	**14**

PREVENTION (2350-522)

		FY 13/14 ACTUALS	FY 14/15 ACTUALS	FY 15/16 ADOPTED	FY 16/17 ADOPTED
SERVICE REVENUES					
342.50-01	New Construction	$ 469,074	$ 486,142	$ 512,780	$ 556,020
342.50-02	Commercial Properties	1,027,945	1,038,745	1,179,090	1,240,280
342.50-03	Inspector Train Retainage	12,038	8,632	7,740	9,000
342.50-04	Maintenance Certification	414	411	450	500
342.90-09	Technology Fee Fire	43,045	44,042	35,710	35,710
	TOTAL SERVICE REVENUES	**$ 1,552,516**	**$ 1,577,972**	**$ 1,735,770**	**$ 1,841,510**
	TOTAL REVENUES	**$ 1,552,516**	**$ 1,577,972**	**$ 1,735,770**	**$ 1,841,510**
PERSONNEL SERVICES					
12-01	Salaries	$ 966,096	$ 1,000,096	$ 1,141,500	$ 1,126,070
12-02	Incentive Pay	221,163	227,584	238,030	232,700
12-03	Holiday Pay	-	1,808	3,800	3,800
13-00	Salaries/Part-Time	-	-	13,090	-
14-01	Overtime/Time And A Half	19,015	29,583	32,950	32,950
14-02	Overtime/Straight Time	2,252	4,760	7,000	7,000
15-03	Leave Payout	-	96,835	-	-
15-05	Clothing Allowance	2,000	2,000	2,200	2,200
21-01	SS & Medicare Matching	87,475	100,162	110,060	107,560
22-01	Pension-General	30,068	19,628	23,270	24,680
22-02	Pensions-Firefighters	312,597	386,125	518,900	465,520
22-04	401A Contributions	-	1,780	2,250	2,250
23-01	Health	104,383	119,972	158,220	170,920
23-05	Long Term Care	-	-	830	-
23-06	Dental	-	140	180	200
23-07	Catastrophic/Intensive Care	-	342	450	450
24-00	Workers' Compensation	70,220	55,760	49,080	50,050
	TOTAL PERSONNEL SERVICES	**$ 1,815,269**	**$ 2,046,575**	**$ 2,301,810**	**$ 2,226,350**
OPERATING EXPENSES					
34-05	Building Maint Services	$ -	$ 8,053	$ 12,800	$ 17,500
34-10	Fire Alarm Maintenance	-	18,951	16,300	16,300
40-01	Travel & Per Diem	788	-	-	-
40-05	Travel/Out Of County	-	433	760	1,010
41-01	Communications	-	4,971	5,200	6,260
41-06	Communication Equipment	-	5,525	-	-
44-07	Per Print Cost	-	579	780	780
46-10	Fleet Charges	13,810	-	-	-
46-13	Maint Communication Equip	-	1,611	1,740	2,590
47-01	Printing & Binding	798	2,588	3,450	3,450
47-02	Photocopying Costs	748	-	-	-
48-06	Public Fire Education	9,749	14,395	15,000	15,000
51-01	Office Supplies	-	491	400	400
52-01	Gas & Oil	4,473	-	-	-
52-03	Uniforms	1,850	3,040	6,500	6,500
52-06	Non-Capital Equipment & Parts	-	-	-	1,250
52-90	Other Supplies & Expenses	2,741	-	-	-
52-95	Other Materials & Supplies	-	1,219	1,250	-
54-01	Subs & Memberships	594	4,453	1,990	2,490
54-02	Tuition	3,779	-	-	-
55-01	Training Registration	-	5,398	6,400	6,550

PREVENTION (2350-522)

		FY 13/14 ACTUALS	FY 14/15 ACTUALS	FY 15/16 ADOPTED	FY 16/17 ADOPTED
55-02	Tuition Reimbursement	$ -	$ 57	$ 4,000	$ 4,000
	TOTAL OPERATING EXPENSES	**$ 39,330**	**$ 71,764**	**$ 76,570**	**$ 84,080**
CAPITAL OUTLAY					
64-02	Computer Equipment	$ -	$ 992	$ -	$ -
64-05	Motor Vehicles	-	55,500	-	-
	TOTAL CAPITAL OUTLAY	**$ -**	**$ 56,492**	**$ -**	**$ -**
	TOTAL EXPENDITURES	**$ 1,854,599**	**$ 2,174,831**	**$ 2,378,380**	**$ 2,310,430**

PROGRAM MODIFICATION-SUPPLEMENTAL REQUEST

Conversion - Clerk I PT to FT

DEPT/ DIV NO.	DEPARTMENT NAME	DIVISION NAME	TOTAL COST
2350	FIRE RESCUE	PREVENTION	$ 26,750

Justification

It is being requested that the existing part-time Clerk I position be changed to a full-time Clerk I position in order to accommodate the administrative tasks currently being handled by the Prevention Division. Due to the specialized nature of this division it requires full time expertise in order to facilitate the needs of the residents and business owners of our community. This position will also be the result of eliminating the Clerk I PT in 001-2300, Operations.

Required Resources

Personnel Costs

Number of Positions (A)	Title	Salary (B)	Fringe Benefits (C)	Cost A x (B+C)
1	Clerk I	26,182	14,660	**40,840**
(1)	Clerk I PT	13,090	1,000	**(14,090)**
			-	**-**
			Total Personnel Costs	**$ 26,750**

Recurring Operating Costs

Account Number	Description	Cost
	Total Recurring Operating Costs	**$ -**

One -Time Costs

Account Number	Description	Cost
	Total One-Time Costs	**$ -**

Benefits

The addition of a full time Clerk will improve the productivity and the quality of service provided by our Prevention Division. The commitment and dedication demonstrated by a full time employee is parallel with the service level that we find necessary as we move through the next five years of new development and growth in the city.

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SUPPORT SERVICES (2360-522)

PROGRAM/SERVICES DESCRIPTION

The Fire Rescue Support Division acts as a foundation for the Department by maintaining facilities, apparatus, and equipment so that the department can serve the public effectively and efficiently. They are also responsible for procurement of all equipment, materials and supplies for Emergency Medical Services (EMS). EMS support encompasses regulatory requirements, quality improvement, and medical oversight for the Department. This division also includes a Community Paramedic Program designed to assist those in need with alternative healthcare and social resources.

FY 2015/2016 HIGHLIGHTS AND ACCOMPLISHMENTS

- Replaced 6 vehicles (1 fire suppression unit, 2 rescue units, 3 staff vehicles) to keep fleet maintained.
- Received $340,000 in grant funding to purchase two mechanical cardiac resuscitation devices and fund several projects at various Fire Stations in order to strengthen the critical infrastructure of these facilities.
- Purchased protective equipment to reduce cancers caused by fighting fires.

FY 2016/2017 OBJECTIVES/GOALS

- Continue with critical infrastructure improvements, including access control devices at remaining Fire Stations and upgrading Fire Station bay doors to hurricane impact doors.
- Continue to add Mechanical Cardiac Compression devices to additional rescue units.
- Enhance current risk reduction efforts to include additional cancer prevention efforts for fire turnout gear maintenance and replacement as well as slip and fall injury prevention for Fire Station bay flooring.

PERFORMANCE MEASURES	FY 2014/2015 ACTUAL	FY 2015/2016 TARGET	3/31/2016 ACTUAL	FY 2016/2017 TARGET
Paramedic training hours provided per year	4894	3242	1555	3242
Frontline rescue stability (in-service time)	63%	90%	79%	80%
Frontline engine stability (in-service time)	83%	90%	80%	80%

SUPPORT SERVICES (2360-522)

	FY 13/14 ACTUALS	FY 14/15 ACTUALS	FY 15/16 ADOPTED	FY 16/17 ADOPTED
EXPENDITURES				
Personnel Services	$ 1,084,128	$ 1,229,807	$ 1,281,640	$ 1,326,450
Operating Expenses	559,597	303,407	389,030	372,680
Capital Outlay	-	670,325	1,071,200	42,000
TOTAL EXPENDITURES	**$ 1,643,725**	**$ 2,203,539**	**$ 2,741,870**	**$ 1,741,130**

SIGNIFICANT CHANGES FROM FISCAL YEAR 2015/2016 ADOPTED BUDGET

PERSONNEL SERVICES $ 44,810

The positive variance is primarily attributed to cost of living and merit increases and annual increases in pension and insurance benefits.

OPERATING EXPENSES $ (16,350)

The negative variance is primarily attributed to a one-time purchase in FY 15/16 of Carbon Powered Air Purifying Protection equipment for first responders.

CAPITAL OUTLAY $ (1,029,200)

The negative variance is due to changes in capital needs from year to year. In FY 2017, the budget includes automatic CPR devices.

PERSONNEL COMPLEMENT

POSITION TITLE	FY 13/14 ACTUALS	FY 14/15 ACTUALS	FY 15/16 ADOPTED	FY 16/17 ADOPTED
Deputy Fire Chief	1	1	1	1
Battalion Chief	1	1	1	1
Captain	2	2	2	2
Rescue Lieutenant	0	1	1	1
Logistics Coordinator	1	1	1	1
Administrative Assistant II	1	1	1	1
Billing Specialist	1	1	1	1
TOTAL POSITIONS	**7**	**8**	**8**	**8**

SUPPORT SERVICES (2360-522)

		FY 13/14 ACTUALS	FY 14/15 ACTUALS	FY 15/16 ADOPTED	FY 16/17 ADOPTED
PERSONNEL SERVICES					
12-01	Salaries	$ 572,358	$ 628,801	$ 660,690	$ 676,120
12-02	Incentive Pay	103,765	128,985	111,680	120,400
12-03	Holiday Pay	7,689	6,227	6,610	6,610
14-01	Overtime/Time And A Half	14,847	18,579	19,000	19,000
14-02	Overtime/Straight Time	3,954	2,461	3,800	3,800
15-03	Leave Payout	-	8,555	-	-
15-05	Clothing Allowance	800	1,000	1,000	1,000
21-01	SS & Medicare Matching	50,212	54,811	61,400	63,260
22-01	Pension-General	33,039	39,150	45,620	48,040
22-02	Pensions-Firefighters	193,908	236,203	241,340	248,980
22-04	401A Contributions	-	4,600	3,870	4,920
23-01	Health	71,100	75,865	101,360	106,630
24-00	Workers' Compensation	32,456	24,570	25,270	27,690
	TOTAL PERSONNEL SERVICES	**$ 1,084,128**	**$ 1,229,807**	**$ 1,281,640**	**$ 1,326,450**
OPERATING EXPENSES					
34-05	Building Maint Services	$ -	$ 19,328	$ 21,310	$ 24,500
34-07	Software Support	-	-	2,700	2,750
34-20	Misc Contract Services	-	363	300	300
34-22	Tree Maintenance	-	1,270	1,300	1,300
40-02	Local Mileage	-	57	-	-
40-04	Travel/In-County	-	-	1,150	-
40-05	Travel/Out Of County	-	588	900	2,900
40-06	Travel/Out Of State	-	812	1,530	1,530
41-06	Communication Equipment	-	5,730	-	-
44-09	Rental - Other	-	2,846	5,500	5,500
46-10	Fleet Charges	13,669	-	-	-
46-29	Maint Other Equipment	68,929	71,828	91,200	102,900
46-40	Maint Building	32,466	24,088	36,000	37,500
49-54	Vehicle Replacement Funding	423,050	-	-	-
52-01	Gas & Oil	5,457	-	-	-
52-03	Uniforms	-	530	-	-
52-10	Medical/Safety Supplies	-	156,529	171,170	169,770
52-12	Custodial	9,862	17,827	18,000	18,000
52-17	Small Equipment	-	-	33,440	-
54-01	Subs & Memberships	-	364	470	470
54-02	Tuition	3,225	-	-	-
54-03	Training	2,939	-	-	-
55-01	Training Registration	-	1,247	1,060	2,260
55-02	Tuition Reimbursement	-	-	3,000	3,000
	TOTAL OPERATING EXPENSES	**$ 559,597**	**$ 303,407**	**$ 389,030**	**$ 372,680**
CAPITAL OUTLAY					
64-01	Machines & Equipment	$ -	$ 622,776	$ 1,071,200	$ 42,000
64-02	Computer Equipment	-	992	-	-
64-04	Furniture & Equipment	-	13,785	-	-
64-05	Motor Vehicles	-	32,772	-	-
	TOTAL CAPITAL OUTLAY	**$ -**	**$ 670,325**	**$ 1,071,200**	**$ 42,000**
	TOTAL EXPENDITURES	**$ 1,643,725**	**$ 2,203,539**	**$ 2,741,870**	**$ 1,741,130**

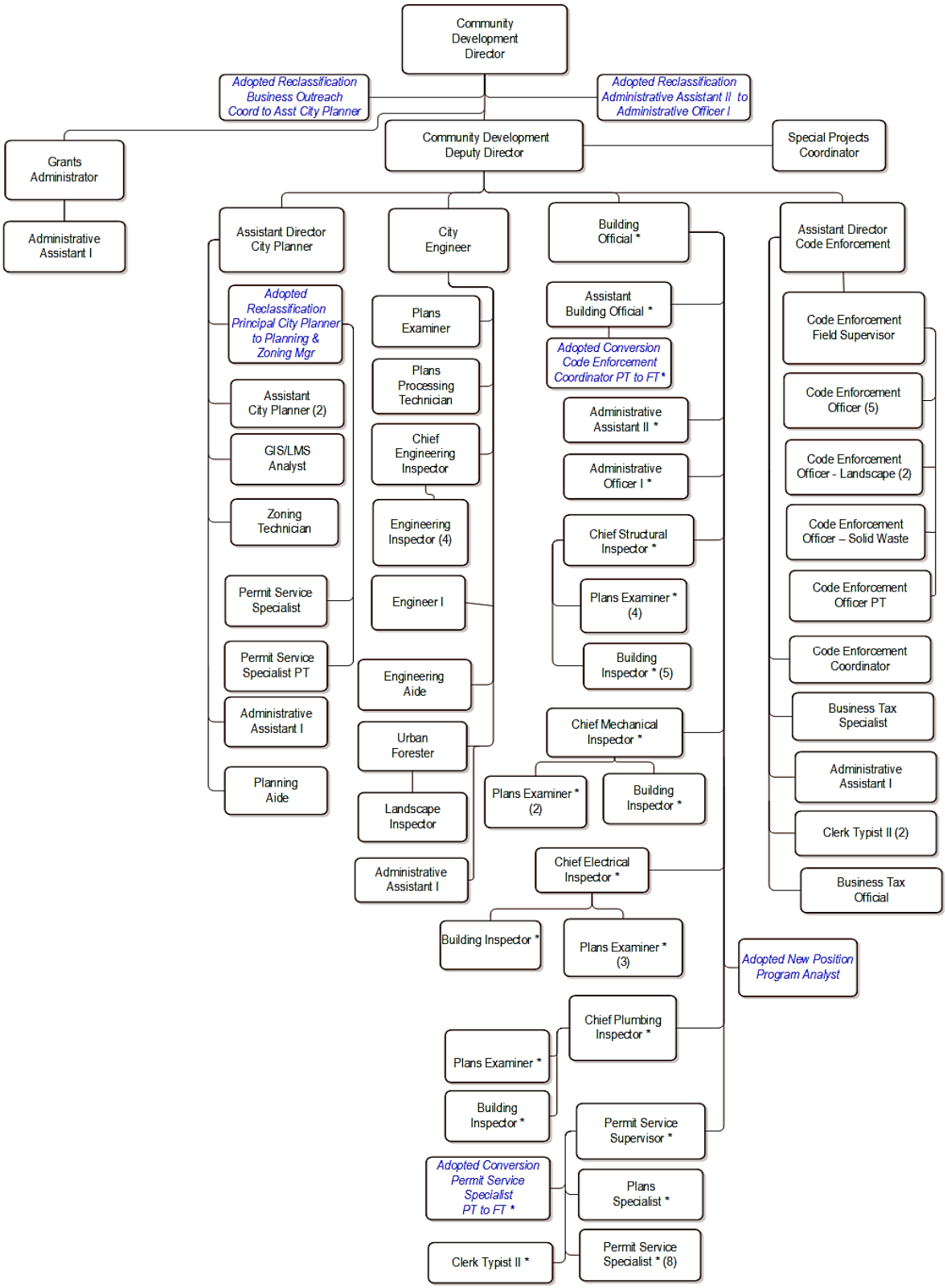
CAPITAL OUTLAY REQUEST

DEPT/ DIV NO.	DEPARTMENT NAME	DIVISION NAME	TOTAL COST
2360	FIRE RESCUE	SUPPORT SERVICES	$ 42,000

#	Acct. # (XX-XX)	Quantity	Item	Description and Justification	Unit Cost	Extended Cost
1	64-01	2	Automatic CPR Devices with Service Contracts	***NEW*** A device which assists with CPR and meets American Heart Association mechanical chest compression guidelines. Reimbursable grant awarded by Florida Department of Health. State awarded $30,000 and the City will be responsible for $12,000.	21,000	42,000
						-
						-
						-
						-

CITY OF SUNRISE
FLORIDA

COMMUNITY DEVELOPMENT DEPARTMENT



*Positions Funded by Building Fund (105)

PLANNING & ENGINEERING (3301-515)

PROGRAM/SERVICES DESCRIPTION

The Planning and Engineering Division provides overall developmental services associated with the Community Development Department. This division provides planning, engineering, landscaping, comprehensive planning review, and development inspection services. In addition, the division provides permitting and inspection services associated with public and private infrastructure within the City limits and utility service area.

FY 2015/2016 HIGHLIGHTS AND ACCOMPLISHMENTS

◊ Completed Drainage Study for City's Basin 8 and obtained Conceptual Drainage Permit modification.

◊ Completed East Sunrise Improvement Master Plan consultant selection process.

◊ Assisted in the successful completion of multiple large scale development projects including Sawgrass Mills Colonnade Expansion & Wal-Mart, and issued permits for Metropica Tower I site development.

FY 2016/2017 OBJECTIVES/GOALS

◊ Complete East Sunrise Improvement Master Plan to stimulate investment of non-residential areas and to make East Sunrise a safe and desirable place in which to live, work, and play.

◊ Prepare the Evaluation and Appraisal Update of the City of Sunrise's Comprehensive Plan.

◊ Initiate implementation of new Enterprise Resource Planning (ERP) software to provide significant process and customer service improvements.

PERFORMANCE MEASURES	FY 2014/2015 ACTUAL	FY 2015/2016 TARGET	3/31/2016 ACTUAL	FY 2016/2017 TARGET
Cumulative number of Development Review Committee (DRC) Review	87	90	30	90
Percentage of DRC review completed within a 19-21 days timeframe	63%	90%	73%	90%
Number of engineering plans reviewed	255	200	142	200
Number of engineering permits issued	1,440	1,500	694	1,500

PLANNING & ENGINEERING (3301-515)

	FY 13/14 ACTUALS	FY 14/15 ACTUALS	FY 15/16 ADOPTED	FY 16/17 ADOPTED
REVENUES				
Licenses & Permits	$ 1,562,275	$ 3,165,250	$ 2,853,120	$ 2,581,720
TOTAL REVENUES	**$ 1,562,275**	**$ 3,165,250**	**$ 2,853,120**	**$ 2,581,720**
EXPENDITURES				
Personnel Services	$ 2,518,445	$ 2,498,183	$ 2,899,910	$ 2,896,080
Operating Expenses	434,381	288,636	575,340	897,310
Capital Outlay	2,515	6,706	-	-
TOTAL EXPENDITURES	**$ 2,955,341**	**$ 2,793,525**	**$ 3,475,250**	**$ 3,793,390**

SIGNIFICANT CHANGES FROM FISCAL YEAR 2015/2016 ADOPTED BUDGET

REVENUES $ (271,400)

The negative variance is primarily attributed to the Utilities Department's implementation of changes in the method of construction, which directly results in lower permit revenues and construction costs.

PERSONNEL SERVICES $ (3,830)

The negative variance is primarily attributed to organizational and base salary changes.

OPERATING EXPENSES $ 321,970

The positive variance is primarily attributed to a reduction on the amount spent on professional consulting contracts offset by the addition of the Dumpster Enclosure Program, the Residential Tree Giveaway Program, and transportation planning services.

PERSONNEL COMPLEMENT

POSITION TITLE	FY 13/14 ACTUALS	FY 14/15 ACTUALS	FY 15/16 ADOPTED	FY 16/17 ADOPTED
Director of Community Development	1	1	1	1
Deputy Director	1	0	0	0
Assistant Director/City Planner	1	1	1	1
Assistant City Planner	2	2	2	3
Planning & Zoning Manager	0	0	0	1
Citizen Service Specialist II	1	1	0	0
Grants Administrator (Housing)	1	1	1	1
Business Outreach Coordinator	0	0	1	0
Administrative Officer I	0	0	0	1
Administrative Assistant I	3	2	3	3
Administrative Assistant II	1	1	1	0
Special Projects Coordinator	1	1	1	1
GIS/LMS Analyst	1	1	1	1
Permit Service Specialist	1	1	1	1
Principal City Planner	1	1	1	0
Zoning Technician	1	1	1	1
City Engineer	1	1	1	1
Chief Engineering Inspector	1	1	1	1
Engineer I	1	1	1	1
Engineering Aide	1	1	1	1
Engineering Inspector	4	4	4	4
Landscape Inspector	1	1	1	1
Plans Examiner	1	1	1	1
Plans Processing Technician	1	1	1	1
Planning Aide	0	1	1	1
Urban Forester	1	1	1	1
Administrative Officer PT	1	0	0	0
Permit Service Specialist PT	1	1	1	1
TOTAL POSITIONS	**30**	**28**	**29**	**29**

PLANNING & ENGINEERING (3301-515)

		FY 13/14 ACTUALS	FY 14/15 ACTUALS	FY 15/16 ADOPTED	FY 16/17 ADOPTED
LICENSES & PERMITS					
329.10-04	Recovered Mat'l Registration	$ 2,600	$ 1,800	$ 2,400	$ 2,400
329.10-30	Site Plan Review	381,373	166,409	185,000	185,000
329.10-31	Special Exception	17,500	25,000	15,000	15,000
329.10-32	Variance	1,125	5,000	2,500	2,500
329.10-33	Rezoning	6,500	-	6,000	7,500
329.10-34	Land Use Plan Amendments	14,050	-	7,500	15,000
329.10-43	Plat	3,890	1,750	1,500	4,200
329.10-53	Vacation-Public Property	1,875	-	-	-
329.11-00	Cost Recovery	17,881	20,910	17,500	17,500
329.11-01	Administration Fee	537	627	520	520
329.21-01	Miscellaneous Permit Fee	1,050	1,820	1,500	1,500
329.30-38	Utility Inspections	167,995	99,375	100,000	100,000
329.30-40	Water & Wastewater	252,394	1,315,687	1,500,000	1,300,000
329.40-39	Drainage	147,712	630,091	250,000	300,000
329.40-42	Engineering Fees	133,950	202,975	150,000	100,000
329.40-44	Paving	107,004	204,901	200,000	150,000
329.40-45	Sidewalk	10,312	32,318	30,000	30,000
329.40-46	Final Site Inspections	5,720	7,813	10,000	6,000
329.40-47	Excavation	1,875	8,750	5,000	5,000
329.40-48	Site Preparation	24,750	25,000	12,000	12,000
329.40-50	Landscaping & Irrigation	102,040	166,489	125,000	100,000
329.50-60	Zoning Approval	44,254	44,169	45,000	45,000
329.50-61	Sign Approval & Waivers	9,063	8,704	7,500	8,000
329.90-05	Contract Overtime	-	6,217	5,000	5,000
329.90-10	Extended Liquor License	1,800	1,400	1,200	1,200
329.90-11	Technology Fee	58,600	133,983	130,000	118,900
329.90-33	Reforestation Replace Fee	250	-	2,500	5,000
329.90-49	Road Cut	9,375	12,700	4,000	8,000
329.90-52	Improper Water Use Connect	-	-	500	-
329.90-54	Reproduction	5,417	3,960	4,000	4,000
329.90-98	Developer Permit Fees	2,250	2,250	2,000	2,500
329.90-99	Other - Plan & Develop	29,133	35,152	30,000	30,000
	TOTAL LICENSES & PERMITS	**$ 1,562,275**	**$ 3,165,250**	**$ 2,853,120**	**$ 2,581,720**
	TOTAL REVENUES	**$ 1,562,275**	**$ 3,165,250**	**$ 2,853,120**	**$ 2,581,720**
PERSONNEL SERVICES					
12-01	Salaries	$ 1,610,619	$ 1,593,078	$ 1,834,980	$ 1,835,090
13-00	Salaries/Part-Time	-	26,742	19,430	19,920
14-01	Overtime/Time And A Half	5,476	9,432	8,000	8,000
14-02	Overtime/Straight Time	17,716	31,527	26,000	26,000
15-03	Leave Payout	-	15,884	-	-
15-04	Auto Allowance	2,046	725	2,400	2,400
21-01	SS & Medicare Matching	120,332	123,192	144,390	142,240
22-01	Pension-General	535,326	453,792	490,730	478,550
22-04	401A Contributions	-	7,984	5,020	6,480
23-01	Health	206,284	213,627	342,960	351,260
23-05	Long Term Care	-	3,258	3,180	3,660
23-06	Dental	-	1,295	1,820	1,500
23-07	Catastrophic/Intensive Care	-	2,467	3,410	2,950
24-00	Workers' Compensation	20,646	15,180	17,590	18,030
	TOTAL PERSONNEL SERVICES	**$ 2,518,445**	**$ 2,498,183**	**$ 2,899,910**	**$ 2,896,080**
OPERATING EXPENSES					
31-30	Professional Services	$ 30,369	$ 24,588	$ 286,300	$ 288,800
34-02	Records Retention	1,485	1,435	3,200	3,060

PLANNING & ENGINEERING (3301-515)

		FY 13/14 ACTUALS	FY 14/15 ACTUALS	FY 15/16 ADOPTED	FY 16/17 ADOPTED
34-04	Temporary Services	$ 5,037	$ -	$ -	$ -
34-07	Software Support	-	-	6,030	-
34-20	Misc Contract Services	75,717	711	1,100	1,100
40-01	Travel & Per Diem	3,088	-	-	-
40-02	Local Mileage	359	222	1,000	600
40-04	Travel/In-County	-	-	690	600
40-05	Travel/Out Of County	-	-	3,770	2,650
41-01	Communications	19,100	2,337	4,800	2,900
41-06	Communication Equipment	-	25	760	410
42-01	Postage	-	339	500	500
44-02	Rental - Buildings	208,991	224,351	218,330	260,230
44-06	Copiers	-	2,711	2,760	1,740
44-07	Per Print Cost	-	642	1,200	600
46-10	Fleet Charges	19,829	-	-	-
46-11	Maint Office Equipment	403	-	2,100	3,100
47-01	Printing & Binding	735	694	1,100	1,500
47-02	Photocopying Costs	4,562	-	-	-
48-09	Incentives	-	-	-	250,000
49-08	Permits & Licenses	-	346	4,080	1,460
49-26	Credit Card Fees	4,042	2,193	3,000	3,000
49-54	Vehicle Replacement Funding	35,417	-	-	-
51-01	Office Supplies	5,148	9,348	9,350	9,850
52-01	Gas & Oil	10,877	-	-	-
52-03	Uniforms	1,110	3,284	4,080	4,920
52-06	Non-Capital Equipment & Parts	-	1,080	300	1,650
52-08	Non-Capital Computer	-	-	1,400	-
52-10	Medical/Safety Supplies	-	-	-	300
52-47	Medical/Safety Supplies	-	22	300	-
52-90	Other Supplies & Expenses	1,327	-	-	-
52-95	Other Materials & Supplies	-	1,368	3,350	42,500
54-01	Subs & Memberships	4,389	5,072	5,540	5,540
54-02	Tuition	2,396	-	-	-
54-10	Books & Publications	-	-	600	600
55-01	Training Registration	-	7,868	9,700	9,700
	TOTAL OPERATING EXPENSES	**$ 434,381**	**$ 288,636**	**$ 575,340**	**$ 897,310**
CAPITAL OUTLAY					
64-01	Machines & Equipment	$ -	$ 2,484	$ -	$ -
64-02	Computer Equipment	2,515	4,222	-	-
	TOTAL CAPITAL OUTLAY	**$ 2,515**	**$ 6,706**	**$ -**	**$ -**
	TOTAL EXPENDITURES	**$ 2,955,341**	**$ 2,793,525**	**$ 3,475,250**	**$ 3,793,390**

PROGRAM MODIFICATION-SUPPLEMENTAL REQUEST

New Service - Dumpster Enclosure Program

DEPT/ DIV NO.	DEPARTMENT NAME	DIVISION NAME	TOTAL COST
3301	COMMUNITY DEVELOPMENT	PLANNING & ENGINEERING	$ 250,000

Justification

The Community Development Department is proposing a Dumpster Enclosure Program available to residential multifamily and commercial developments built without a dumpster enclosure prior to the City requiring dumpster enclosures. The proposed program will provide the neccessary flexibilty for constrained properties to construct some variation of a dumpster enclosure, as well as an economic incentive for the construction of a dumpster enclosure for elligible properties. It is estimated the City has various sites without dumpster enclosures. The City has experienced the negative impacts of not having dumpster enclosures such as constant illegal dumping, public health concerns of noncontainment, and negative impact on aesthetic values ultimately impacting property values.

Required Resources

Personnel Costs

Number of Positions (A)	Title	Salary (B)	Fringe Benefits (C)	Cost A x (B+C)
			-	-
			-	-
			-	-
			Total Personnel Costs	$ -

Recurring Operating Costs

Account Number	Description	Cost
48-09	Incentives	250,000
	Total Recurring Operating Costs	$ 250,000

One -Time Costs

Account Number	Description	Cost
	Total One-Time Costs	$ -

Benefits

The proposed implementation of a Dumpster Enclosure Program will provide an economic incentive for both multifamily and commercial developments built prior to the requirements of a dumpster enclosure to build an enclosure. Enclosing dumpsters provides an aesthetic value to a particular property and neighboring properties, discourages the illegal use of dumpsters and bulk trash build up, and reduces environment impacts from solid waste as it is contained better. The Dumpster Enclosure Program will include a revision to the Land Development Code to allow for staff level waivers providing for expedited processing, permitting, and ultimately construction.

PROGRAM MODIFICATION-SUPPLEMENTAL REQUEST

New Service - Residential Tree Giveaway Program

DEPT/ DIV NO.	DEPARTMENT NAME	DIVISION NAME	TOTAL COST
3301	COMMUNITY DEVELOPMENT	PLANNING & ENGINEERING	$ 40,000

Justification

The Community Development Department is proposing a Tree Giveaway Program for single-family residences within the City. The proposed program will provide a subsidy for single-family homeowners to obtain a maximum number of trees for planting on their property. Currently, the City's tree canopy of approximately 16-percent is well below Broward League of Cities goal of 30-percent.

Required Resources

Personnel Costs

Number of Positions (A)	Title	Salary (B)	Fringe Benefits (C)	Cost A x (B+C)
			-	-
			-	-
			-	-
			Total Personnel Costs	$ -

Recurring Operating Costs

Account Number	Description	Cost
52-95	Other Materials & Supplies	40,000
	Total Recurring Operating Costs	$ 40,000

One -Time Costs

Account Number	Description	Cost
	Total One-Time Costs	$ -

Benefits

A Tree Giveaway Program will encourage and provide a resource for single-family home residences to plant trees within their property. The addition of trees within our community will have a positive impact on the City's tree canopy coverage, environmental impacts, and health benefits. The additional trees will provide for cleaner air, cleaner water, restored habitat for wildlife, promotes walkability and cycling, increase neighborhood pride and crime reduction, neighborhood beautification, increase property values, and climate resiliency. In addition, this program will provide an opportunity for residences with challenging financial circumstances to bring their properties into compliance with code.

PROGRAM MODIFICATION-SUPPLEMENTAL REQUEST

New Service - Transportation Planning Services

DEPT/ DIV NO.	DEPARTMENT NAME	DIVISION NAME	TOTAL COST
3301	COMMUNITY DEVELOPMENT	PLANNING & ENGINEERING	$ 50,000

Justification

The Community Development Department is proposing to enter into an Interlocal Agreement with the Broward County Metropolitan Planning Organization (BC MPO) for assistance with Planning Services as necessary. This Interlocal Agreement would provide the City the opportunity to utilize BC MPO staff to work directly on large scale transportation items for development projects, such as regional transportation requirements for DRIs, for a specified hourly rate. These services would be utilized on an as needed basis and is expected to be less than 40-hours per month on average.

Required Resources

Personnel Costs

Number of Positions (A)	Title	Salary (B)	Fringe Benefits (C)	Cost A x (B+C)
			-	-
			-	-
			-	-
			Total Personnel Costs	$ -

Recurring Operating Costs

Account Number	Description	Cost
31-30	Professional Services	50,000
	Total Recurring Operating Costs	$ 50,000

One -Time Costs

Account Number	Description	Cost
	Total One-Time Costs	$ -

Benefits

An Interlocal Agreement that allowed the City to directly utilize BC MPO staff for local coordination of large scale transportation items would provide access to valuable assets, assist with facilitation and implementation of transportation improvements, and facilitation of large development projects.

PROGRAM MODIFICATION-SUPPLEMENTAL REQUEST

Reclassification - Business Outreach Coordinator to Asst City Planner

DEPT/ DIV NO.	DEPARTMENT NAME	DIVISION NAME	TOTAL COST
3301	COMMUNITY DEVELOPMENT	PLANNING & ENGINEERING	$ (22,750)

Justification

Due to the increasing workload, the Community Development Department is requesting the reclassification of the Business Outreach Coordinator to an Assistant City Planner. The current Planning staff does not support the existing and projected level of new development or redevelopment, or provide the staffing to maintain the expected level of customer service. The responsibilities of the Planning Division have evolved over the last few years with the addition of various regulations and permits (i.e. special events, extended hours). In addition, the Planning Division is expected to lead the East Sunrise Improvement Master Plan Project that is expected to require a multi-year implementation plan. If approved, the Planning Division is expected to have a significant role in the management of the proposed Dumpster Enclosure Program.

Required Resources

Personnel Costs

Number of Positions (A)	Title	Salary (B)	Fringe Benefits (C)	Cost A x (B+C)
(1)	Business Outreach Coordinator	73,136	40,960	(114,100)
1	Assistant City Planner	58,562	32,790	91,350
			-	-
			Total Personnel Costs	$ (22,750)

Recurring Operating Costs

Account Number	Description	Cost
	Total Recurring Operating Costs	$ -

One -Time Costs

Account Number	Description	Cost
	Total One-Time Costs	$ -

Benefits

Maintaining superior customer service and expedited land development application reviews allows the City to maintain its reputation and provides an advantage for economic development opportunities. In addition, the additional Planner position provides the opportunity for succession planning.

PROGRAM MODIFICATION-SUPPLEMENTAL REQUEST

Reclassification - Administrative Assistant II to Administrative Officer I

DEPT/ DIV NO.	DEPARTMENT NAME	DIVISION NAME	TOTAL COST
3301	COMMUNITY DEVELOPMENT	PLANNING & ENGINEERING	$ 22,130

Justification

The department is requesting the Administrative Assistant II position be reclassified to an Administrative Officer. The Administrative Assistant II position reporting directly to the Community Development Director has evolved significantly beyond its regular scope of work to include more responsibility and many tasks performed by Administrative Officers. Because of the immediate relationship to the Director, this position has a responsible role in the management of financial resources, human resources, direct coordination with developers, and tracking of departmental tasks, as well as the department office manager and carrying out directives to staff.

Required Resources

Personnel Costs

Number of Positions (A)	Title	Salary (B)	Fringe Benefits (C)	Cost A x (B+C)
(1)	Administrative Assistant II	38,866	21,760	**(60,630)**
1	Administrative Officer I	53,054	29,710	**82,760**
			-	**-**
			Total Personnel Costs	**$ 22,130**

Recurring Operating Costs

Account Number	Description	Cost
	Total Recurring Operating Costs	**$ -**

One -Time Costs

Account Number	Description	Cost
	Total One-Time Costs	**$ -**

Benefits

This reclassification aligns the responsibilities of the job with the job classification, provides the authority to successfully carry out assigned tasks and responsibilities, and enables the City to retain valuable employees.

PROGRAM MODIFICATION-SUPPLEMENTAL REQUEST

Reclassification - Principal City Planner to Planning & Zoning Manager

DEPT/ DIV NO.	DEPARTMENT NAME	DIVISION NAME	TOTAL COST
3301	COMMUNITY DEVELOPMENT	PLANNING & ENGINEERING	$ 7,040

Justification

The department is requesting the reclassification of the Principal Planner to Planning & Zoning Manager. The job functions and responsibilities of the Principal Planner have evolved into a more superior role providing direct supervision of the Permit Service Specialists and the Zoning Technician. In addition, the Planning Division is expected to lead the East Sunrise Improvement Master Plan Project that will not only be a yearlong project but is expected to develop into a multi-year implementation plan. The Planning and Zoning Manager is expected to lead this project while continuing to assist the City Planner in managing the Planning Division day-to-day operations.

Required Resources

Personnel Costs

Number of Positions (A)	Title	Salary (B)	Fringe Benefits (C)	Cost A x (B+C)
(1)	Principal Planner	89,108	49,900	**(139,010)**
1	Planning & Zoning Manager	93,619	52,430	**146,050**
			-	**-**
			Total Personnel Costs	**$ 7,040**

Recurring Operating Costs

Account Number	Description	Cost
	Total Recurring Operating Costs	**$ -**

One -Time Costs

Account Number	Description	Cost
	Total One-Time Costs	**$ -**

Benefits

This reclassification aligns the responsibilities of the job with the job classification, maintains superior customer service and expedited land development application reviews, allows the City to maintain its reputation and provides an advantage for economic development opportunities. In addition, the Planning and Zoning Manager position provides a direct back-up to the City Planner and provide the opportunity for succession planning.

CODE ENFORCEMENT (3320-524)

PROGRAM/SERVICES DESCRIPTION

The Code Enforcement Division preserves the public's health and safety and preserves and improves property values through the enforcement of City Codes to maintain community standards and appearance. The Code Enforcement Division is also responsible for issuing Business Tax Receipts and conducting inspections of business for proper licensing.

FY 2015/2016 HIGHLIGHTS AND ACCOMPLISHMENTS

- Developed an Interactive Code Compliance Area Map with assigned Code Officer's contact information.
- Created and implemented a new program in conjunction with the Police Department Citizens On Patrol to aid in the identification and enforcement of bulk waste violations in residential neighborhoods
- All records located in offsite storage that have met retention requirements have been purged. All remaining files and records are now stored in-house, providing better access and annual storage cost savings.

FY 2016/2017 OBJECTIVES/GOALS

- Assist with the implementation of a new online lien search and payment system. This system is expected to streamline manual processes and improve customer service.
- Assist in the implementation of Tyler/EnerGov, the City's new Enterprise Resource Planning (ERP) software to provide significant process and customer service improvements.
- Develop a How-to-Guide/Brochure for Obtaining Business Tax Receipt to improve customer service and efficiency.

PERFORMANCE MEASURES	FY 2014/2015 ACTUAL	FY 2015/2016 TARGET	3/31/2016 ACTUAL	FY 2016/2017 TARGET
Number of first time inspections performed	5,994	7,000	3,279	6,725
Percentage of response time within two business day	98%	98%	98%	98%
Number of new business tax receipts	594	750	481	750
Percentage of renewed business tax receipts	98%	95%	96%	95%

CODE ENFORCEMENT (3320-524)

	FY 13/14 ACTUALS	FY 14/15 ACTUALS	FY 15/16 ADOPTED	FY 16/17 ADOPTED
REVENUES				
Tax & Franchise Revenues	$ 2,426,731	$ 2,217,511	$ 2,245,000	$ 2,265,000
Intergovernment Revenues	48,134	88,509	85,000	85,000
Miscellaneous Revenues	750,579	417,171	499,000	300,000
TOTAL REVENUES	**$ 3,225,444**	**$ 2,723,191**	**$ 2,829,000**	**$ 2,650,000**
EXPENDITURES				
Personnel Services	$ 979,039	$ 1,083,031	$ 1,342,870	$ 1,339,130
Operating Expenses	247,914	183,867	246,090	250,370
TOTAL EXPENDITURES	**$ 1,226,953**	**$ 1,266,898**	**$ 1,588,960**	**$ 1,589,500**

SIGNIFICANT CHANGES FROM FISCAL YEAR 2015/2016 ADOPTED BUDGET

REVENUES $ (179,000)

The negative variance is primarily attributed to fewer number of liens being paid by property owners.

PERSONNEL SERVICES $ (3,740)

The negative variance is primarily attributed to organizational and base salary changes.

OPERATING EXPENSES $ 4,280

The positive variance is primarily attributed to a contractual increase in rent.

PERSONNEL COMPLEMENT

POSITION TITLE	FY 13/14 ACTUALS	FY 14/15 ACTUALS	FY 15/16 ADOPTED	FY 16/17 ADOPTED
Assistant Director/Code Enforcement	1	1	1	1
Clerk Typist II	2	2	2	2
Code Enforcement Coordinator	1	1	1	1
Code Enforcement Field Supervisor	1	1	1	1
Code Enforcement Officer	5	5	5	5
Code Enforce. Officer-Landscape	2	2	2	2
Code Enforce Officer-Solid Waste	1	1	1	1
Occupational License Specialist	1	1	0	0
Business Tax Official	0	0	1	1
Business Tax Specialist	0	0	1	1
Administrative Assistant I	1	1	1	1
Code Enforcement Officer PT	1	1	1	1
TOTAL POSITIONS	**16**	**16**	**17**	**17**

CODE ENFORCEMENT (3320-524)

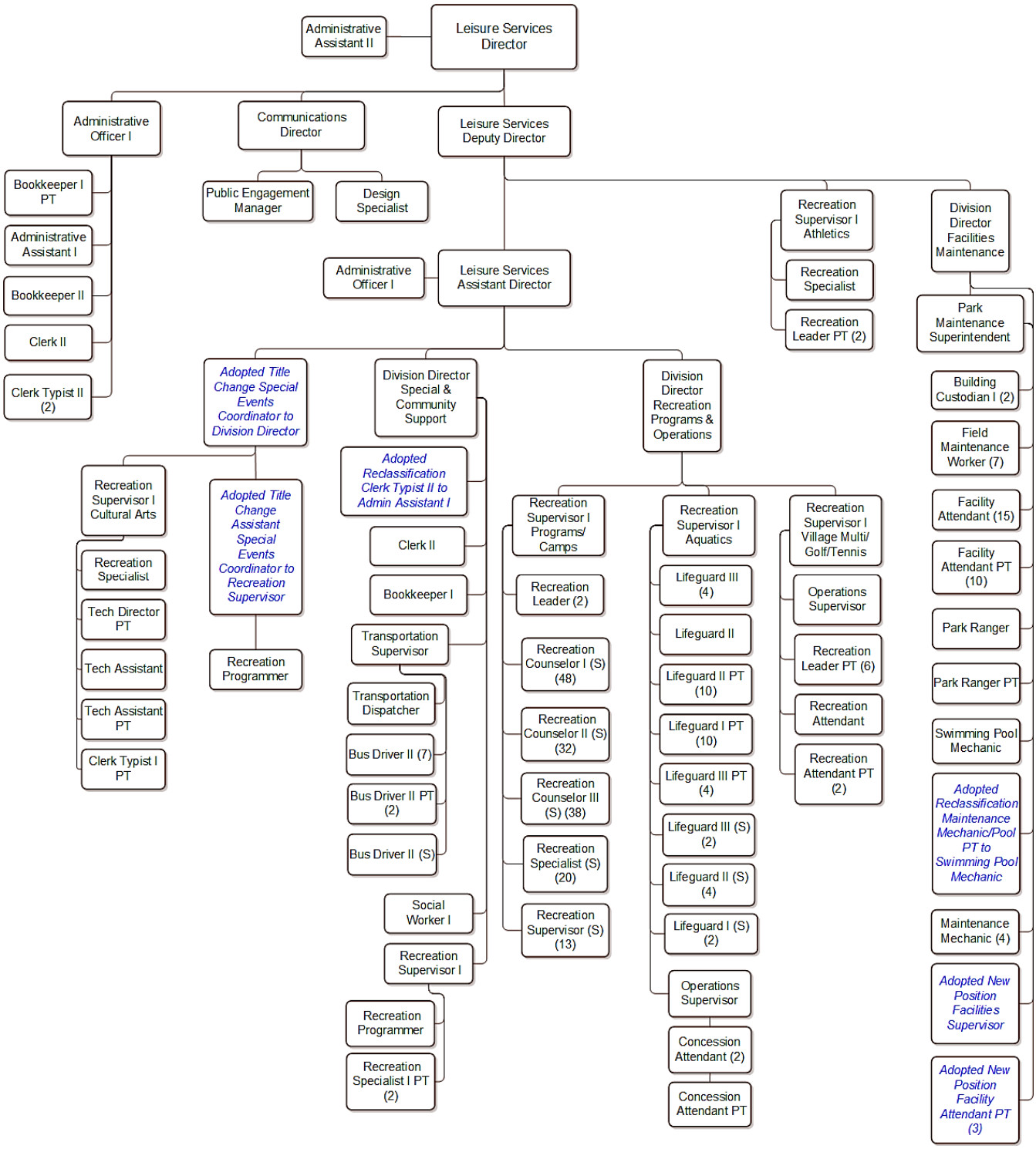
		FY 13/14 ACTUALS	FY 14/15 ACTUALS	FY 15/16 ADOPTED	FY 16/17 ADOPTED
TAX & FRANCHISE REVENUES					
316.01-00	Local Business Tax	$ 2,153,725	$ 2,174,279	$ 2,195,000	$ 2,225,000
316.02-00	Administrative Fees	211,350	-	-	-
316.03-00	Penalty Fees	61,656	43,232	50,000	40,000
	TOTAL TAX & FRANCHISE REVENUES	**$ 2,426,731**	**$ 2,217,511**	**$ 2,245,000**	**$ 2,265,000**
INTERGOVERNMENT REVENUES					
338.10-01	Occupational Licenses	$ 48,134	$ 88,509	$ 85,000	$ 85,000
	TOTAL INTERGOVERNMENT REVENUES	**$ 48,134**	**$ 88,509**	**$ 85,000**	**$ 85,000**
MISCELLANEOUS REVENUES					
369.04-00	Code Liens Satisfaction	$ 234,633	$ 254,753	$ 350,000	$ 300,000
369.13-00	Lien Amnesty Program	515,946	162,418	149,000	-
	TOTAL MISCELLANEOUS REVENUES	**$ 750,579**	**$ 417,171**	**$ 499,000**	**$ 300,000**
	TOTAL REVENUES	**$ 3,225,444**	**$ 2,723,191**	**$ 2,829,000**	**$ 2,650,000**
PERSONNEL SERVICES					
12-01	Salaries	$ 583,401	$ 648,600	$ 775,610	$ 774,490
13-00	Salaries/Part-Time	-	20,838	23,680	24,270
14-01	Overtime/Time And A Half	10,064	9,054	3,000	3,000
14-02	Overtime/Straight Time	7,469	7,548	5,000	5,000
21-01	SS & Medicare Matching	44,030	50,479	62,210	62,180
22-01	Pension-General	186,201	192,836	221,940	235,020
22-04	401A Contributions	-	3,076	3,020	3,100
23-01	Health	132,694	133,963	229,510	213,260
23-05	Long Term Care	-	948	950	950
23-06	Dental	-	495	500	730
23-07	Catastrophic/Intensive Care	-	1,706	1,740	1,740
24-00	Workers' Compensation	15,180	13,488	15,710	15,390
	TOTAL PERSONNEL SERVICES	**$ 979,039**	**$ 1,083,031**	**$ 1,342,870**	**$ 1,339,130**
OPERATING EXPENSES					
31-30	Professional Services	$ 8,531	$ 7,381	$ 14,500	$ 13,100
34-02	Records Retention	182	135	600	100
34-04	Temporary Services	9,372	9,380	7,000	5,000
34-20	Misc Contract Services	-	616	1,200	1,000
40-01	Travel & Per Diem	2,761	-	-	-
40-02	Local Mileage	-	14	100	100
40-04	Travel/In-County	-	-	300	300
40-05	Travel/Out Of County	-	1,356	2,400	2,400
41-01	Communications	10,382	1,820	1,500	1,920
44-02	Rental - Buildings	94,430	113,094	112,680	116,370
44-06	Copiers	-	2,387	2,390	2,280
44-07	Per Print Cost	-	264	720	600
46-10	Fleet Charges	17,131	-	-	-
46-11	Maint Office Equipment	237	-	500	500
47-01	Printing & Binding	2,347	4,300	3,800	3,800

CODE ENFORCEMENT (3320-524)

		FY 13/14 ACTUALS	FY 14/15 ACTUALS	FY 15/16 ADOPTED	FY 16/17 ADOPTED
47-02	Photocopying Costs	$ 1,626	$ -	$ -	$ -
49-21	Liens/Cleanup	25,419	14,934	69,000	69,000
49-26	Credit Card Fees	6,153	10,135	7,500	12,000
49-54	Vehicle Replacement Funding	45,000	-	-	-
51-01	Office Supplies	3,000	6,090	6,200	6,200
52-01	Gas & Oil	12,777	-	-	-
52-03	Uniforms	1,530	4,627	5,600	5,600
52-06	Non-Capital Equipment & Parts	-	3,276	300	300
52-90	Other Supplies & Expenses	4,899	-	-	-
52-95	Other Materials & Supplies	-	1,283	2,800	2,800
54-01	Subs & Memberships	688	875	1,290	1,290
54-02	Tuition	884	-	-	-
54-04	Tuition & Training	565	-	-	-
55-01	Training Registration	-	1,900	5,710	5,710
	TOTAL OPERATING EXPENSES	**$ 247,914**	**$ 183,867**	**$ 246,090**	**$ 250,370**
	TOTAL EXPENDITURES	**$ 1,226,953**	**$ 1,266,898**	**$ 1,588,960**	**$ 1,589,500**

CITY OF SUNRISE
FLORIDA

LEISURE SERVICES DEPARTMENT



ADMINISTRATION (3601-572)

PROGRAM/SERVICES DESCRIPTION

The Leisure Services Administration Division performs and oversees the daily operations of the Department. Areas of responsibility include, but are not limited to, purchasing, payroll, facility reservations, accounts payable, and accounts receivable. The marketing and promotion of city-wide programs and events are also managed through this division. Administration Division personnel provide customer service, process program and event registrations, disseminate information regarding the department's classes, facilities, programs and special events, and are frequently called upon to assist other Leisure Services divisions in support of program and event offerings. The division also participates in capital projects, facilities, and other project reviews.

FY 2015/2016 HIGHLIGHTS AND ACCOMPLISHMENTS

- Began the implementation of organizational changes in an effort to preserve long-term departmental and institutional knowledge among administrative staff.
- Began plan development and review for projects slated to start during Phase I of the General Obligation Bond timeline.
- Members of the administrative staff successfully completed Federal Emergency Management Agency's online, independent study courses in disaster preparedness.

FY 2016/2017 OBJECTIVES/GOALS

- Develop department-wide, division-specific policies and procedures to promote operational sustainability.
- Promote team-building initiatives to encourage seamless integration of personnel across divisions.
- Evaluate resident satisfaction with existing programs and services to identify opportunities for improvement.

PERFORMANCE MEASURES	FY 2014/2015 ACTUAL	FY 2015/2016 TARGET	3/31/2016 ACTUAL	FY 2016/2017 TARGET
Number of customers served at front desk	19,431	19,500	8,399	20,000
Number of phone calls received	37,584	42,000	21,010	43,000
Number of activity registrations entered	20,238	21,000	8,933	22,000
Number of visits to www.sunrisefl.gov	736,843	715,000	346,631	730,000

ADMINISTRATION (3601-572)

	FY 13/14 ACTUALS	FY 14/15 ACTUALS	FY 15/16 ADOPTED	FY 16/17 ADOPTED
REVENUES				
Service Revenues	$ 122,956	$ 159,050	$ 132,000	$ 159,560
Miscellaneous Revenues	56,048	116,720	57,000	71,120
TOTAL REVENUES	**$ 179,004**	**$ 275,770**	**$ 189,000**	**$ 230,680**
EXPENDITURES				
Personnel Services	$ 1,174,321	$ 1,503,667	$ 1,805,680	$ 1,646,850
Operating Expenses	1,848,733	361,519	349,840	381,330
Capital Outlay	26,998	13,807	12,400	-
Grants & Aids	41,715	41,715	41,730	41,730
TOTAL EXPENDITURES	**$ 3,091,767**	**$ 1,920,708**	**$ 2,209,650**	**$ 2,069,910**

SIGNIFICANT CHANGES FROM FISCAL YEAR 2015/2016 ADOPTED BUDGET

REVENUES $ 41,680

The positive variance is primarily attributed to the historical increase in actuals.

PERSONNEL SERVICES $ (158,830)

The negative variance is primarily attributed to the transfer of personnel to the new Special Events Division.

OPERATING EXPENSES $ 31,490

The positive variance is primarily attributed to the increase in funding for videography services and a one-time funding of a department opeartional assessment.

PERSONNEL COMPLEMENT

POSITION TITLE	FY 13/14 ACTUALS	FY 14/15 ACTUALS	FY 15/16 ADOPTED	FY 16/17 ADOPTED
Leisure Services Director	1	1	1	1
Leisure Services Deputy Director	0	0	1	1
Leisure Services Assistant Director	1	1	1	1
Administrative Officer I	1	2	2	2
Bookkeeper I	1	0	0	0
Bookkeeper II	1	1	1	1
Clerk II	1	1	1	1
Clerk Typist II	2	2	2	2
Communications Director	1	1	1	1
Design Specialist	0	1	1	1
Public Engagement Manager	1	1	1	1
Administrative Assistant I	1	1	1	1
Administrative Assistant II	1	1	1	1
Special Events Coordinator	1	1	1	0
Assistant Special Events Coordinator	1	1	1	0
Bookkeeper I PT	0	1	1	1
TOTAL POSITIONS	**14**	**16**	**17**	**15**

ADMINISTRATION (3601-572)

		FY 13/14 ACTUALS	FY 14/15 ACTUALS	FY 15/16 ADOPTED	FY 16/17 ADOPTED
SERVICE REVENUES					
347.20-19	Miscellaneous Fees	$ 85,699	$ 113,442	$ 85,000	$ 106,560
347.40-05	Vendor Fees	10,810	19,458	15,000	16,000
347.90-08	Civic Center Contract Fee	26,447	26,150	32,000	37,000
	TOTAL SERVICE REVENUES	**$ 122,956**	**$ 159,050**	**$ 132,000**	**$ 159,560**
MISCELLANEOUS REVENUES					
366.10-00	Donations to Leisure Services	$ 7,179	$ 36,800	$ 10,000	$ 5,000
366.10-01	Sponsorhsips Earth Day	-	1,000	2,000	-
366.10-02	Sponsorships	46,200	78,800	45,000	66,120
366.31-01	Misc Donations	265	120	-	-
366.40-00	Miscellaneous Donations	2,404	-	-	-
	TOTAL MISCELLANEOUS REVENUES	**$ 56,048**	**$ 116,720**	**$ 57,000**	**$ 71,120**
	TOTAL REVENUES	**$ 179,004**	**$ 275,770**	**$ 189,000**	**$ 230,680**
PERSONNEL SERVICES					
12-01	Salaries	$ 777,185	$ 942,415	$ 1,203,940	$ 1,011,390
13-00	Salaries/Part-Time	-	7,947	17,610	17,600
13-08	Interns	-	-	-	12,480
14-01	Overtime/Time And A Half	3,034	2,967	3,150	3,150
14-02	Overtime/Straight Time	7,001	6,258	5,700	6,300
15-03	Leave Payout	-	108,464	-	-
15-04	Auto Allowance	2,407	2,407	2,400	2,400
21-01	SS & Medicare Matching	59,942	76,405	94,310	78,610
22-01	Pension-General	189,133	216,263	230,150	296,600
22-04	401A Contributions	-	15,519	13,770	7,640
23-01	Health	106,868	114,858	210,950	189,410
23-05	Long Term Care	-	4,433	5,010	2,110
23-06	Dental	-	1,223	1,360	730
23-07	Catastrophic/Intensive Care	-	2,548	2,780	1,380
24-00	Workers' Compensation	28,751	1,960	14,550	17,050
	TOTAL PERSONNEL SERVICES	**$ 1,174,321**	**$ 1,503,667**	**$ 1,805,680**	**$ 1,646,850**
OPERATING EXPENSES					
31-30	Professional Services	$ 56,952	$ 67,303	$ 15,800	$ 53,300
34-02	Records Retention	318	190	700	700
34-04	Temporary Services	2,924	-	-	-
34-07	Software Support	-	10,520	13,730	14,040
34-20	Misc Contract Services	10,572	-	-	-
40-01	Travel & Per Diem	2,723	-	-	-
40-02	Local Mileage	-	-	-	50
40-04	Travel/In-County	-	-	250	250
40-05	Travel/Out Of County	-	2,300	1,200	3,400
40-06	Travel/Out Of State	-	-	1,800	-
41-01	Communications	58,632	8,463	8,760	9,230
41-06	Communications Equipment	-	-	1,150	380
42-01	Postage	-	1,888	2,610	2,610
43-01	Electricity	703,318	-	-	-
43-10	Water & Wastewater	331,040	-	-	-

ADMINISTRATION (3601-572)

		FY 13/14 ACTUALS	FY 14/15 ACTUALS	FY 15/16 ADOPTED	FY 16/17 ADOPTED
43-15	Stormwater	$ 78,503	$ -	$ -	$ -
44-06	Copiers	-	1,696	1,700	1,700
44-07	Per Print Cost	-	1,238	1,200	1,200
46-10	Fleet Charges	134,267	-	-	-
46-40	Maint Building	12,445	-	-	-
47-01	Printing & Binding	50,260	72,099	82,420	82,420
47-02	Photocopying Costs	5,904	-	-	-
48-01	Public Relations	232,495	159,726	170,000	171,000
48-03	Advertising	135	-	-	-
49-08	Permits & Licenses	-	3,654	3,670	3,800
49-26	Credit Card Fees	19,381	21,883	19,000	19,000
49-54	Vehicle Replacement Funding	126,692	-	-	-
51-01	Office Supplies	2,722	5,000	6,000	6,000
52-03	Uniforms	1,893	-	-	-
52-06	Non-Capital Equipment & Parts	-	-	9,000	-
52-08	Non-Capital Computer	-	-	-	1,000
52-09	Non-Capital Software	-	-	-	600
52-90	Other Supplies & Expenses	15,337	-	-	-
52-95	Other Materials & Supplies	-	2,883	7,800	7,800
54-01	Subs & Memberships	870	1,680	2,050	1,850
54-02	Tuition	1,350	-	-	-
55-01	Training Registration	-	996	1,000	1,000
	TOTAL OPERATING EXPENSES	**$ 1,848,733**	**$ 361,519**	**$ 349,840**	**$ 381,330**
CAPITAL OUTLAY					
62-03	Improvements	$ 26,998	$ -	$ -	$ -
64-01	Machines & Equipment	-	13,807	3,000	-
64-02	Computer Equipment	-	-	9,400	-
	TOTAL CAPITAL OUTLAY	**$ 26,998**	**$ 13,807**	**$ 12,400**	**$ -**
GRANT AND AIDS					
81-56	After School Program	$ 41,715	$ 41,715	$ 41,730	$ 41,730
	TOTAL GRANTS AND AIDS	**$ 41,715**	**$ 41,715**	**$ 41,730**	**$ 41,730**
	TOTAL EXPENDITURES	**$ 3,091,767**	**$ 1,920,708**	**$ 2,209,650**	**$ 2,069,910**

PROGRAM MODIFICATION-SUPPLEMENTAL REQUEST

New Position - Graphic Designer Intern

DEPT/ DIV NO.	DEPARTMENT NAME	DIVISION NAME	TOTAL COST
3601	LEISURE SERVICES	ADMINISTRATION	$ 15,410

Justification

The Marketing & Communications Office helps to meet the marketing needs of all City departments. As the City's menu of programs, services, and facilities continues to expand, so does the citywide demand for creative services. For example, support is routinely provided to Utilities (ads and other materials in support of gas rebates, Conservation Pays, Good and Green, etc.), Economic Development (ads, collateral, and display materials), Fire-Rescue (fire safety education materials), and the City Manager's Office (award applications). We are seeking a part-time Graphic Designer who can assist the full-time Graphic Design Specialist with the production of ads, logos, flyers/posters, brochures, signage, and other print collateral, as well as develop and format images for social media.

Required Resources

Personnel Costs

Number of Positions (A)	Title	Salary (B)	Fringe Benefits (C)	Cost A x (B+C)
1	Graphic Designer PT	12,480	950	13,430
			-	-
			-	-
			Total Personnel Costs	$ 13,430

Recurring Operating Costs

Account Number	Description	Cost
52-09	Non-Capital Software	600
	Total Recurring Operating Costs	$ 600

One -Time Costs

Account Number	Description	Cost
41-06	Communication Equipment	380
52-08	Non-Capital Computer	1,000
	Total One-Time Costs	$ 1,380

Benefits

This will enable the Communications Director to relinquish design responsibilities and concentrate on promotional efforts. It will also allow the Graphic Design Specialist to focus on high-priority, high-skill projects such as the redevelopment of the City's website - expected to begin in 2016.

PROGRAM MODIFICATION-SUPPLEMENTAL REQUEST

Additional Funding - Department Operational Assessment

DEPT/ DIV NO.	DEPARTMENT NAME	DIVISION NAME	TOTAL COST
3601	LEISURE SERVICES	ADMINISTRATION	$ 25,000

Justification

The City's Human Resources Department has recommended that Leisure Services undergo a comprehensive organizational operational assessment to evaluate and make structural recommendations to improve efficiencies in the department. This assessment would be conducted by a professional consultant with extensive experience in the field.

Required Resources

Personnel Costs

Number of Positions (A)	Title	Salary (B)	Fringe Benefits (C)	Cost A x (B+C)
			-	-
			-	-
			-	-
			Total Personnel Costs	$ -

Recurring Operating Costs

Account Number	Description	Cost
	Total Recurring Operating Costs	$ -

One -Time Costs

Account Number	Description	Cost
31-30	Professional Services	25,000
	Total One-Time Costs	$ 25,000

Benefits

To work through a professional consultant for an operational assessment that will improve structural efficiencies and potentially reduce operating costs. It will also provide the Leisure Services Department with a recommendation for more streamlined and efficient processes.

PROGRAM MODIFICATION-SUPPLEMENTAL REQUEST

Additional Funding - Videography Services

DEPT/ DIV NO.	DEPARTMENT NAME	DIVISION NAME	TOTAL COST
3601	LEISURE SERVICES	ADMINISTRATION	$ 12,500

Justification

The Marketing & Communications Office would like to contract with a vendor to provide videography and editing services. This would enable the City to highlight its Economic Development strengths and to showcase a variety of events (July 4th, Tunes 'N Trucks), programs (Word Up!), and facilities (new and enhanced parks funded with General Obligation-GO bonds) in a visually engaging manner. Coordinating with Marketing & Communications, the vendor would create an outline, capture the raw video, and edit the video/audio into a final package suitable for use on the City's Website. The final video could also be uploaded to existing social media channels, such as Facebook, and used to establish a Sunrise presence on YouTube. The proposed total cost would accommodate the development of approximately five video packages.

Required Resources

Personnel Costs

Number of Positions (A)	Title	Salary (B)	Fringe Benefits (C)	Cost A x (B+C)
1			-	-
			-	-
			-	-
			Total Personnel Costs	$ -

Recurring Operating Costs

Account Number	Description	Cost
	Total Recurring Operating Costs	$ -

One -Time Costs

Account Number	Description	Cost
31-30	Professional Services	12,500
	Total One-Time Costs	$ 12,500

Benefits

Videography services will allow the City's Marketing & Communications Office to interact with residents in a visually engaging manner. These videos may be used to showcase a variety of events, highlight Economic Development strengths, and establish an increased presence on social media channels.

PROGRAM MODIFICATION-SUPPLEMENTAL REQUEST

Department Reorganization - New Special Events Division

DEPT/ DIV NO.	DEPARTMENT NAME	DIVISION NAME	TOTAL COST
3601	LEISURE SERVICES	ADMINISTRATION	$ (201,700)

Justification

As part of our process to improve departmental efficiencies, we are requesting the Special Events portion of the Programs Division (3644) budget be separated into its own Division and subsequent budget. No additional funding (personnel or operating) is needed.

Required Resources

Personnel Costs

Number of Positions (A)	Title	Salary (B)	Fringe Benefits (C)	Cost A x (B+C)
(1)	Special Events Coordinator	71,350	38,860	(110,210)
(1)	Assistant Special Events Coordinator	58,530	32,960	(91,490)
			-	-
			Total Personnel Costs	$ (201,700)

Recurring Operating Costs

Account Number	Description	Cost
	Total Recurring Operating Costs	$ -

One -Time Costs

Account Number	Description	Cost
	Total One-Time Costs	$ -

Benefits

The separation of Programs and Special Events will improve departmental fiscal accountability by properly allocating funding sources. Additionally, this will enable us to create a more efficient tracking system, and subsequently improve efficiencies within the organization.

FACILITIES MAINTENANCE (3620-572)

PROGRAM/SERVICES DESCRIPTION

The Facilities Maintenance Division oversees the daily operations and maintenance of each of the City's parks, fields, pools, meeting rooms, golf course, tennis center, and other leisure facilities. Facilities Maintenance personnel are responsible for providing prompt customer service and safe, well-maintained recreation facilities. Personnel in this division are frequently called upon to assist and support other divisions within the department during special events or other program offerings. The division participates in capital project facility design and project review.

FY 2015/2016 HIGHLIGHTS AND ACCOMPLISHMENTS

- ◊ Seamlessly and successfully incorporated the maintenance and oversight of the City's newest parks, Oak Hammock and Cypress Preserve, into their extensive list of responsibilities.
- ◊ Collaborated with other Leisure Services divisions to develop effective work schedules and special event plans to address competing priorities.
- ◊ Full-time staff successfully completed FEMA's online, independent study courses in disaster preparedness.

FY 2016/2017 OBJECTIVES/GOALS

- ◊ Implement a comprehensive work order system that provides more effective tracking.
- ◊ Develop a plan to cross-train personnel to effortlessly and confidently provide coverage at any leisure facility as needed.
- ◊ Continue to develop routine preventative building maintenance programs.

PERFORMANCE MEASURES	FY 2014/2015 ACTUAL	FY 2015/2016 TARGET	3/31/2016 ACTUAL	FY 2016/2017 TARGET
Number of pavilion and meeting room/hall rentals	3,129	3,430	1,401	3,147
Percentage of work orders completed within one month	80%	80%	76%	85%
Revenue generated from pavilion rentals and hall rentals	$240,831	$268,109	$146,637	$254,910

FACILITIES MAINTENANCE (3620-572)

	FY 13/14 ACTUALS	FY 14/15 ACTUALS	FY 15/16 ADOPTED	FY 16/17 ADOPTED
REVENUES				
Service Revenues	$ 273,560	$ 286,417	$ 268,000	$ 304,910
TOTAL REVENUES	**$ 273,560**	**$ 286,417**	**$ 268,000**	**$ 304,910**
EXPENDITURES				
Personnel Services	$ 1,879,802	$ 2,212,063	$ 2,584,940	$ 2,735,200
Operating Expenses	917,055	862,146	1,016,850	1,049,640
Capital Outlay	14,080	253,458	208,500	92,000
TOTAL EXPENDITURES	**$ 2,810,937**	**$ 3,327,667**	**$ 3,810,290**	**$ 3,876,840**

SIGNIFICANT CHANGES FROM FISCAL YEAR 2015/2016 ADOPTED BUDGET

REVENUES $ 18,493

The positive variance is primarily attributed to the historical increase in actuals.

PERSONNEL SERVICES $ 150,260

The positive variance is primarily attributed to organizational and base salary changes and the addition of a Field Supervisor and (3) Facility Attendants to assist with park coverage.

OPERATING EXPENSES $ 32,790

The positive variance is primarily attributed to the one-time funding of foul ball netting at various parks and the transfer of operating costs related to the Tennis Center contract which is offset by the increase in painting and non-capital furniture.

CAPITAL OUTLAY $ (116,500)

The negative variance is due to changes in capital needs from year to year. In FY 2017, the budget includes a large trailer, (2) John Deer gators, a sod cutter, and fountain pump replacements at the Civic Center and Nob Hill Soccer Club.

PERSONNEL COMPLEMENT

POSITION TITLE	FY 13/14 ACTUALS	FY 14/15 ACTUALS	FY 15/16 ADOPTED	FY 16/17 ADOPTED
Division Director-Facilities Maint	1	1	1	1
Field Supervisor	0	0	0	1
Building Custodian I	2	2	2	2
Facility Attendant	12	15	15	15
Field Maintenance Worker	7	7	7	7
Maintenance Mechanic	0	3	4	4
Park Maintenance Superintendent	1	1	1	1
Park Ranger	1	1	1	1
Swimming Pool Mechanic	1	1	1	2
Facility Attendant PT	10	10	10	13
Maintenance Mechanic/Pool PT	1	1	1	0
Park Ranger PT	1	1	1	1
TOTAL POSITIONS	**37**	**43**	**44**	**48**

FACILITIES MAINTENANCE (3620-572)

		FY 13/14 ACTUALS	FY 14/15 ACTUALS	FY 15/16 ADOPTED	FY 16/17 ADOPTED
SERVICE REVENUES					
347.20-36	Land Maint Flamingo Linear Park	$ 52,263	$ 45,851	$ 50,000	$ 50,000
347.50-12	Recreation Center Fees	201,962	210,815	194,000	234,910
347.50-18	Pavilion Rental (Parks)	19,335	29,751	24,000	20,000
	TOTAL SERVICE REVENUES	**$ 273,560**	**$ 286,417**	**$ 268,000**	**$ 304,910**
	TOTAL REVENUES	**$ 273,560**	**$ 286,417**	**$ 268,000**	**$ 304,910**
PERSONNEL SERVICES					
12-01	Salaries	$ 1,181,779	$ 1,185,007	$ 1,331,400	$ 1,389,850
13-00	Salaries/Part-Time	-	177,351	202,340	224,280
14-01	Overtime/Time And A Half	12,577	22,141	13,000	13,000
14-02	Overtime/Straight Time	12,581	24,440	20,000	20,000
15-03	Leave Payout	-	17,771	-	-
21-01	SS & Medicare Matching	90,005	105,364	119,800	127,920
22-01	Pension-General	308,418	342,478	351,450	385,170
22-04	401A Contributions	-	5,013	4,900	4,900
23-01	Health	236,189	285,287	475,910	500,200
23-05	Long Term Care	-	3,467	3,580	3,580
23-06	Dental	-	991	1,000	1,060
23-07	Catastrophic/Intensive Care	-	1,673	1,670	1,670
24-00	Workers' Compensation	38,253	41,080	59,890	63,570
	TOTAL PERSONNEL SERVICES	**$ 1,879,802**	**$ 2,212,063**	**$ 2,584,940**	**$ 2,735,200**
OPERATING EXPENSES					
34-05	Building Maint Services	$ -	$ 69,876	$ 70,000	$ 70,000
34-20	Misc Contract Services	516,069	23,581	40,400	46,250
34-21	Grounds Maintenance	-	318,767	359,100	371,250
34-22	Tree Maintenance	-	53,432	58,500	53,800
34-23	Tree Trimming & Fertilization	53,899	-	-	-
34-43	Painting	-	3,784	27,000	34,500
41-06	Communication Equipment	-	-	-	17,690
44-05	Rental - Equipment	-	-	2,000	1,500
44-06	Copiers	-	800	830	830
44-07	Per Print Cost	-	-	60	60
46-13	Maint Communication Equip	606	-	1,740	2,130
46-14	Maint Grounds/Equipment	28,192	6,233	6,750	3,600
46-15	Maint Rec Field Equipment	-	19,294	21,250	14,500
46-29	Maint Other Equipment	9,441	24,720	24,500	13,500
46-31	Maint Sports Facilities	55,243	48,449	50,260	2,500
46-40	Maint Building	72,557	128,938	148,500	149,200
47-02	Photocopying Costs	903	-	-	-
49-08	Permits & Licenses	-	905	3,600	5,850
51-01	Office Supplies	-	175	100	100
52-01	Gas & Oil	47,897	-	-	-
52-02	Chemicals	45,813	49,940	51,430	51,430
52-03	Uniforms	6,365	7,606	9,850	20,290

FACILITIES MAINTENANCE (3620-572)

		FY 13/14 ACTUALS	FY 14/15 ACTUALS	FY 15/16 ADOPTED	FY 16/17 ADOPTED
52-06	Non-Capital Equipment & Parts	$ -	$ 9,330	$ 6,800	$ 27,870
52-07	Non-Capital Furniture	-	-	-	11,900
52-10	Medical/Safety Supplies	-	-	-	3,500
52-12	Custodial	57,563	66,288	62,000	70,000
52-14	Building Maintenance	-	14,567	13,600	13,600
52-15	Lighting/Electrical	6,896	7,191	8,280	8,280
52-17	Small Equipment	12,655	-	-	-
52-18	Grounds & Turf	-	-	-	48,960
52-43	Small Hand Tools	-	2,424	5,300	-
52-47	Safety Equipment/Supplies	-	3,320	42,000	-
52-90	Other Supplies & Expenses	2,956	-	-	-
52-95	Other Materials & Supplies	-	2,486	3,000	5,800
55-01	Training Registration	-	40	-	750
	TOTAL OPERATING EXPENSES	**$ 917,055**	**$ 862,146**	**$ 1,016,850**	**$ 1,049,640**
CAPITAL OUTLAY					
63-01	Improvements Not Bldg	$ 7,325	$ -	$ -	$ 2,500
64-01	Machines & Equipment	6,755	191,803	178,500	43,500
64-05	Motor Vehicles	-	61,655	30,000	46,000
	TOTAL CAPITAL OUTLAY	**$ 14,080**	**$ 253,458**	**$ 208,500**	**$ 92,000**
	TOTAL EXPENDITURES	**$ 2,810,937**	**$ 3,327,667**	**$ 3,810,290**	**$ 3,876,840**

PROGRAM MODIFICATION-SUPPLEMENTAL REQUEST

New Position - Field Supervisor

DEPT/ DIV NO.	DEPARTMENT NAME	DIVISION NAME	TOTAL COST
3620	LEISURE SERVICES	FACILITIES MAINTENANCE	$ 105,080

Justification

In comparison to previous fiscal years, the Facilities Maintenance Division has had a decrease of seven positions, including a decrease of two supervisory positions. We are requesting the addition of a Field Supervisor. This position would be instrumental in the success of increasing the standards for the Facilities Maintenance Division. Currently, preventative maintenance has been a challenge due to lack of resources (supervision and accountability of staff). The Field Supervisor would be responsible for overseeing the daily operations of park and facilities.

Required Resources

Personnel Costs

Number of Positions (A)	Title	Salary (B)	Fringe Benefits (C)	Cost A x (B+C)
1	Field Supervisor	51,760	28,990	80,750
			-	-
			-	-
			Total Personnel Costs	$ 80,750

Recurring Operating Costs

Account Number	Description	Cost
52-03	Uniforms	450
	Total Recurring Operating Costs	$ 450

One -Time Costs

Account Number	Description	Cost
64-05	Motor Vehicles	23,000
41-06	Communication Equipment	880
	Total One-Time Costs	$ 23,880

Benefits

Improved standards for the Facilities Maintenance division and additional direct supervision of employees.

PROGRAM MODIFICATION-SUPPLEMENTAL REQUEST

Reclassification - Maint Mechanic/Pool PT to Swim. Pool Mechanic

DEPT/ DIV NO.	DEPARTMENT NAME	DIVISION NAME	TOTAL COST
3620	LEISURE SERVICES	FACILITIES MAINTENANCE	$ 66,920

Justification

Staff have had great difficulty in filling an existing Maintenance Mechanic/Pool PT position. This request would convert the existing Maintenance Mechanic/Pool PT to a FT Swimming Pool Mechanic. With the addition of the splash pad at Cypress Preserve Park, the existing Swimming Pool Mechanic has had challenges performing all of his necessary maintenance checks and repairs on a daily basis. In addition, this position would provide for 7-day coverage of all aquatic facilities.

Required Resources

Personnel Costs

Number of Positions (A)	Title	Salary (B)	Fringe Benefits (C)	Cost A x (B+C)
1	Swimming Pool Mechanic	38,866	21,760	**60,630**
(1)	Maintenance Mechanic/Pool PT	16,757	1,280	**(18,040)**
			-	**-**
			Total Personnel Costs	**$ 42,590**

Recurring Operating Costs

Account Number		Cost
52-03	Uniforms	**450**
	Total Recurring Operating Costs	**$ 450**

One -Time Costs

Account Number	Description	Cost
41-06	Communication Equipment	**880**
64-05	Motor Vehicles	**23,000**
	Total One-Time Costs	**$ 23,880**

Benefits

Converting this position to full time would enable staff to provide 7-day coverage. Additional staff hours would provide needed technical assistance during busy evening and weekend hours to better troubleshoot and address pool problems.

PROGRAM MODIFICATION-SUPPLEMENTAL REQUEST

New Position - Facility Attendant PT

DEPT/ DIV NO.	DEPARTMENT NAME	DIVISION NAME	TOTAL COST
3620	LEISURE SERVICES	FACILITIES MAINTENANCE	$ 15,630

Justification

In September 2015, Oak Hammock and Cypress Preserve parks opened. Initial staffing projections included 1 FT and 1 PT Facility Attentant. However after assessing park use and requests from citizens regarding increasing park hours it has become apparent that additional staffing is necessary in order to properly maintain and supervise the activities at these two parks. The existing staffing is unable to adequately cover all of the hours when the two parks are opened. In addition, high weekend use at the Cypress Preserve splashpad and pavilions warrants a dedicated staff person at this location.

Required Resources

Personnel Costs

Number of Positions (A)	Title	Salary (B)	Fringe Benefits (C)	Cost A x (B+C)
1	Facility Attendant PT	14,097	1,080	15,180
			-	-
			-	-
			Total Personnel Costs	$ 15,180

Recurring Operating Costs

Account Number	Description	Cost
52-03	Uniforms	450
	Total Recurring Operating Costs	$ 450

One -Time Costs

Account Number	Description	Cost
	Total One-Time Costs	$ -

Benefits

This additional part-time Facility Attendant position will permit for adequate coverage of both parks during late afternoon and weekend peak use hours. Each park will be opened at 7:00 AM in order to satisfy citizen requests for earlier access.

PROGRAM MODIFICATION-SUPPLEMENTAL REQUEST

New Position - Facility Attendant PT

DEPT/ DIV NO.	DEPARTMENT NAME	DIVISION NAME	TOTAL COST
3620	LEISURE SERVICES	FACILITIES MAINTENANCE	$ 15,630

Justification

The Village Meeting hall is heavily rented during the weekday and weekend evenings. Currently the Facility Attendant assigned to City Park monitors the majority of these rentals which reduces their time handling responsibilities at City Park and the Village Multi-Purpose building. The supervision of two locations simultaneously leaves one unsecured at times. A part-time Facility Attendant is needed to properly monitor these rentals.

Required Resources

Personnel Costs

Number of Positions (A)	Title	Salary (B)	Fringe Benefits (C)	Cost A x (B+C)
1	Facility Attendant PT	14,097	1,080	15,180
			-	-
			-	-
			Total Personnel Costs	$ 15,180

Recurring Operating Costs

Account Number	Description	Cost
52-03	Uniforms	450
	Total Recurring Operating Costs	$ 450

One -Time Costs

Account Number	Description	Cost
	Total One-Time Costs	$ -

Benefits

The addition of this position would provide for a dedicated part-time Facility Attendant to be onsite for all rentals at the Village Meeting hall. This would improve customer service for all rentals as well as provide necessary supervision of the rental activities and overall building security.

PROGRAM MODIFICATION-SUPPLEMENTAL REQUEST

New Position - Facility Attendant PT

DEPT/ DIV NO.	DEPARTMENT NAME	DIVISION NAME	TOTAL COST
3620	LEISURE SERVICES	FACILITIES MAINTENANCE	$ 15,630

Justification

The Senior Center has increased programmed activities and has added an additional night of programming. Furthermore, there has been a noted demand in Theatre and Amphitheatre rentals at the Civic Center as well as special events such as Tunes and Trucks, Swim meets and other events. These additional programs require coverage by a part-time Facility Attendant to handle custodial duties and building security. This totals approximately 20 hours a week.

Required Resources

Personnel Costs

Number of Positions (A)	Title	Salary (B)	Fringe Benefits (C)	Cost A x (B+C)
1	Facility Attendant PT	14,097	1,080	**15,180**
			-	**-**
			-	**-**
			Total Personnel Costs	**$ 15,180**

Recurring Operating Costs

Account Number	Description	Cost
52-03	Uniforms	**450**
	Total Recurring Operating Costs	**$ 450**

One -Time Costs

Account Number	Description	Cost
	Total One-Time Costs	**$ -**

Benefits

The addition of this position would reduce the need for utilizing full-time staff on overtime or other part-time staff on straight overtime to work these programmed activities.

PROGRAM MODIFICATION-SUPPLEMENTAL REQUEST

Additional Funding - Tree Replacement

DEPT/ DIV NO.	DEPARTMENT NAME	DIVISION NAME	TOTAL COST
3620	LEISURE SERVICES	FACILITIES MAINTENANCE	$ 5,000

Justification

Due to various weather conditions, such as hurricanes, heavy lightning, poor soil conditions, insects, and disease, many trees have died and required removal. Funding is requested for the replacement of trees in City Parks and near facilities, as required by Broward County code, and to restore and maintain the tree canopy of the City.

Required Resources

Personnel Costs

Number of Positions (A)	Title	Salary (B)	Fringe Benefits (C)	Cost A x (B+C)
			-	-
			-	-
			-	-
			Total Personnel Costs	$ -

Recurring Operating Costs

Account Number	Description	Cost
52-18	Grounds & Turf	5,000
	Total Recurring Operating Costs	$ 5,000

One -Time Costs

Account Number	Description	Cost
	Total One-Time Costs	$ -

Benefits

Adding more trees throughout Sunrise will have many benefits, such as helping to beautify the neighborhoods, reducing the urban heat island effect, improving air quality, and by providing habitat for wildlife.

PROGRAM MODIFICATION-SUPPLEMENTAL REQUEST

Additional Funding - Painting of Leisure Services Facilites

DEPT/ DIV NO.	DEPARTMENT NAME	DIVISION NAME	TOTAL COST
3620	LEISURE SERVICES	FACILITIES MAINTENANCE	$ 27,000

Justification

A variety of Leisure Services facilities are in need of painting. Buildings are currently showing significant signs of fading and algae growth and are in need of painting in order to maintain the appearance level expected of high profile facilities. The Civic Center, last painted in 2006, has an associated cost of $45,000. The Village Multi-Purpose Center, last painted in 2008, has an associated cost of $20,000. Roarke Hall, last painted in 2003, has an associated cost of $13,500.

Required Resources

Personnel Costs

Number of Positions (A)	Title	Salary (B)	Fringe Benefits (C)	Cost A x (B+C)
			-	-
			-	-
			-	-
			Total Personnel Costs	$ -

Recurring Operating Costs

Account Number	Description	Cost
34-43	Painting	27,000
	Total Recurring Operating Costs	$ 27,000

One -Time Costs

Account Number	Description	Cost
	Total One-Time Costs	$ -

Benefits

Repainting these facilities with a fresh coat of exterior paint will increase aesthetics for our community and can decrease the risk of weather related damages.

PROGRAM MODIFICATION-SUPPLEMENTAL REQUEST

Additional Funding - Chairs and Racks

DEPT/ DIV NO.	DEPARTMENT NAME	DIVISION NAME	TOTAL COST
3620	LEISURE SERVICES	FACILITIES MAINTENANCE	$ 10,920

Justification

Chairs and racks are used throughout the Civic Center building in a variety of classrooms and programming spaces. Our current chairs are either 18 years old or have been received from other departments. The department is requesting additional funding to purchase 100 chairs at $105.60 each and 3 racks at $120 each.

Required Resources

Personnel Costs

Number of Positions (A)	Title	Salary (B)	Fringe Benefits (C)	Cost A x (B+C)
			-	-
			-	-
			-	-
			Total Personnel Costs	$ -

Recurring Operating Costs

Account Number	Description	Cost
	Total Recurring Operating Costs	$ -

One -Time Costs

Account Number	Description	Cost
52-07	Non-Capital Furniture (Chairs)	10,560
52-07	Non-Capital Furniture (Racks)	360
	Total One-Time Costs	$ 10,920

Benefits

Chairs and racks are used throughout the Civic Center building in a variety of classrooms and programming spaces. These chairs would benefit Sunrise residents by providing a safer and more enjoyable experience while participating in programs at the Civic Center.

PROGRAM MODIFICATION-SUPPLEMENTAL REQUEST

Additional Funding - Radios

DEPT/ DIV NO.	DEPARTMENT NAME	DIVISION NAME	TOTAL COST
3620	LEISURE SERVICES	FACILITIES MAINTENANCE	$ 16,230

Justification

Radios are an important component in maintaining communication during the work shift. Currently there are only nine (9) radios within the Facilities Maintenance division. An additional eighteen (18) radios are needed in order to provide all mobile and facility based maintenance and park staff to have use of a handheld City radio. If approved, future recurring costs will include radio maintenance for $1,080.

Required Resources

Personnel Costs

Number of Positions (A)	Title	Salary (B)	Fringe Benefits (C)	Cost A x (B+C)
			-	-
			-	-
			-	-
			Total Personnel Costs	**$ -**

Recurring Operating Costs

Account Number	Description	Cost
46-13	Maint Communication Equip	300
	Total Recurring Operating Costs	**$ 300**

One -Time Costs

Account Number	Description	Cost
41-06	Communication Equipment	15,930
	Total One-Time Costs	**$ 15,930**

Benefits

This additional funding will allow all staff to be readily accessible and accountable with an assigned radio. It will minimize the use of personal cell phones and enable staff to have the ability to make the necessary contacts during an emergency situation.

PROGRAM MODIFICATION-SUPPLEMENTAL REQUEST

Additional Funding - Sidewalk Repairs

DEPT/ DIV NO.	DEPARTMENT NAME	DIVISION NAME	TOTAL COST
3620	LEISURE SERVICES	FACILITIES MAINTENANCE	$ 5,000

Justification

Sidewalks at various parks and facilities have been damaged over time and need to be repaired in order to provide a safe walking surface for all park patrons. An annual contract will be entered into with a professional contractor to make repairs as necessary.

Required Resources

Personnel Costs

Number of Positions (A)	Title	Salary (B)	Fringe Benefits (C)	Cost A x (B+C)
			-	-
			-	-
			-	-
			Total Personnel Costs	$ -

Recurring Operating Costs

Account Number	Description	Cost
34-20	Misc Contract Services	5,000
	Total Recurring Operating Costs	$ 5,000

One -Time Costs

Account Number	Description	Cost
	Total One-Time Costs	$ -

Benefits

These repairs will provide for a safe walking surface for all park patrons.

PROGRAM MODIFICATION-SUPPLEMENTAL REQUEST

Additional Funding - Backflow Inspection and Maintenance

DEPT/ DIV NO.	DEPARTMENT NAME	DIVISION NAME	TOTAL COST
3620	LEISURE SERVICES	FACILITIES MAINTENANCE	$ 13,000

Justification

An annual inspection is now required on all backflows at respective departmental facilities (parks, pools and buildings). This funding will be used for the annual inspection, in addition to the necessary repairs that are needed at Leisure Services facilities.

Required Resources

Personnel Costs

Number of Positions (A)	Title	Salary (B)	Fringe Benefits (C)	Cost A x (B+C)
			-	-
			-	-
			-	-
			Total Personnel Costs	$ -

Recurring Operating Costs

Account Number	Description	Cost
46-40	Maint Building	10,000
49-08	Permits & Licenses	3,000
	Total Recurring Operating Costs	$ 13,000

One -Time Costs

Account Number	Description	Cost
	Total One-Time Costs	$ -

Benefits

To ensure that all backflows are in safe working condition and to preventatively maintain all related equipment. In addition, this process will prevent polluted water from returning to the system.

CAPITAL OUTLAY REQUEST

DEPT/ DIV NO.	DEPARTMENT NAME	DIVISION NAME	TOTAL COST
3620	LEISURE SERVICES	FACILITIES MAINTENANCE	$ 43,000

#	Acct. # (XX-XX)	Quantity	Item	Description and Justification	Unit Cost	Extended Cost
1	64-01	1	Large Trailer	***NEW*** This trailer is needed in order to transport tractors/mowers/sprayer to the various parks. Several of the existing trailers are unable to transport larger, heavier equipment.	5,000	5,000
2	64-01	2	John Deere Gators	***REPLACEMENT*** Replace the three oldest gators (purchased 2008, 2009, 2010) which have beds that are rusting out and require frequent maintenance repairs. The gators are essential in daily maintenance at the parks and also used for multiple special events.	10,000	20,000
3	64-01	1	Sod cutter	***REPLACEMENT*** This piece of equipment is over 27 years old and is currently in a state of disrepair. It is needed for emergency sod repairs as well as "normal" repairs in areas requiring sod to be removed or replaced.	6,500	6,500
4	63-01	1	Outdoor exercise equipment	***REPLACEMENT*** The recumbent bike that was initially installed during the Welleby Park renovations (2 years ago) is broken and requires replacement. It is no longer under any type of warranty and the vendor has recommended removal of the existing equipment.	2,500	2,500
5	64-01	2	Fountains - Civic Center	***REPLACEMENT*** Both of the 25 hp lake fountains at the Civic Center were replaced in 2014. Typically, we can expect to get approximately two years of service before the fountains motor fails. Cost reflects the motor, crane and labor to replace.	4,500	9,000

CAPITAL OUTLAY REQUEST

DEPT/ DIV NO.	DEPARTMENT NAME	DIVISION NAME	TOTAL COST
3620	LEISURE SERVICES	FACILITIES MAINTENANCE	$ 3,000

#	Acct. # (XX-XX)	Quantity	Item	Description and Justification	Unit Cost	Extended Cost
6	64-01	1	Fountain - Nob Hill Soccer Club	***REPLACEMENT*** The Nob Hill Soccer Club 15 hp fountain motor was replaced in 2014. Typically, we can expect to get approximately two year of service before the motor fails. Cost reflects, motor and labor to replace.	3,000	3,000
						-
						-
						-
						-

CITY OF SUNRISE
FLORIDA

SENIOR & SOCIAL SERVICES (3631-572)

PROGRAM/SERVICES DESCRIPTION

The Senior and Social Services Division provides specialized social, educational, wellness, and recreational programs for active adults, encouraging continuing community involvement. Additionally, the division also provides supportive social services to residents. Qualified residents are aided in obtaining Federal, State and/or local assistance as needed. Applications for access to the City's Emergency Assistance Fund, Fee Waiver Program, medical transportation, and Crisis Closet are vetted through the City's Social Worker.

FY 2015/2016 HIGHLIGHTS AND ACCOMPLISHMENTS

- Introduced new classes (Knitting & Crocheting, Cardio with a Twist, and Drawing), and added Conversational English sessions to meet patrons' programming requests.
- Introduced its new "Stress Free Lecture Series." Covered topics included mental wellness, chiropractic care, aromatherapy and pet therapy.
- Promoted and hosted themed Senior Center socials resulting in sold out events and a 73.33% overall increase in attendance from events held in previous years.

FY 2016/2017 OBJECTIVES/GOALS

- Continue to develop a marketing and outreach plan to reach new potential participants.
- Continue to increase classes and program offerings that reflect diversity.
- Continue to develop and expand partnerships with outside agencies to provide an increase in Senior Center services.

PERFORMANCE MEASURES	FY 2014/2015 ACTUAL	FY 2015/2016 TARGET	3/31/2016 ACTUAL	FY 2016/2017 TARGET
Number of senior recreational programs	693	600	380	610
Number of program participants (rec programs)	31,603	34,250	17,794	34,500
Number of senior trips held	45	46	26	48
Number of health lectures provided	14	18	12	20

SENIOR & SOCIAL SERVICES (3631-572)

	FY 13/14 ACTUALS	FY 14/15 ACTUALS	FY 15/16 ADOPTED	FY 16/17 ADOPTED
REVENUES				
Service Revenues	$ 45,713	$ 58,755	$ 47,500	$ 62,600
TOTAL REVENUES	**$ 45,713**	**$ 58,755**	**$ 47,500**	**$ 62,600**
EXPENDITURES				
Personnel Services	$ 496,637	$ 576,231	$ 682,020	$ 667,830
Operating Expenses	88,057	87,796	114,200	123,240
Capital Outlay	-	27,081	10,000	2,620
Grants & Aids	500	3,534	6,900	-
TOTAL EXPENDITURES	**$ 585,194**	**$ 694,642**	**$ 813,120**	**$ 793,690**

SIGNIFICANT CHANGES FROM FISCAL YEAR 2015/2016 ADOPTED BUDGET

REVENUES $ 15,100

The positive variance is primarily attributed to the historical increase in actuals.

PERSONNEL SERVICES $ (14,190)

The negative variance is primarily attributed to organizational and base salary changes.

OPERATING EXPENSES $ 9,040

The positive variance is primarily attributed to an increase of costs related to the Food Pantry and the reallocation of Thanksgiving baskets to the appropriate line item account.

CAPITAL OUTLAY $ (7,380)

The negative variance is due to changes in capital needs from year to year. In FY 2017, the budget includes a card printer.

GRANTS & AIDS $ (6,900)

The negative variance is primarily attributed to the reallocation of Thanksgiving baskets to an operating expense account.

PERSONNEL COMPLEMENT

POSITION TITLE	FY 13/14 ACTUALS	FY 14/15 ACTUALS	FY 15/16 ADOPTED	FY 16/17 ADOPTED
Div Dir-Spec & Comm Supp Svcs	1	1	1	1
Bookkeeper I	0	1	1	1
Clerk II	1	1	1	1
Administrative Assistant I	0	0	0	1
Clerk Typist II	1	1	1	0
Recreation Supervisor I	1	1	1	1
Recreation Programmer	0	0	1	1
Social Worker I	1	1	1	1
Bookkeeper I PT	1	0	0	0
Recreation Specialist I PT	2	2	2	2
TOTAL POSITIONS	**8**	**8**	**9**	**9**

SENIOR & SOCIAL SERVICES (3631-572)

		FY 13/14 ACTUALS	FY 14/15 ACTUALS	FY 15/16 ADOPTED	FY 16/17 ADOPTED
SERVICE REVENUES					
347.90-06	Senior Programs	$ 45,713	$ 58,755	$ 47,500	$ 62,600
	TOTAL SERVICE REVENUES	**$ 45,713**	**$ 58,755**	**$ 47,500**	**$ 62,600**
	TOTAL REVENUES	**$ 45,713**	**$ 58,755**	**$ 47,500**	**$ 62,600**
PERSONNEL SERVICES					
12-01	Salaries	$ 322,291	$ 321,996	$ 396,900	$ 377,660
13-00	Salaries/Part-Time	-	36,195	41,420	41,420
14-01	Overtime/Time And A Half	35	97	150	150
14-02	Overtime/Straight Time	61	143	150	150
15-03	Leave Payout	-	26,005	-	-
21-01	SS & Medicare Matching	23,834	28,417	33,550	32,080
22-01	Pension-General	84,516	88,565	92,710	108,920
22-04	401A Contributions	-	2,075	2,310	-
23-01	Health	55,570	60,876	101,360	92,760
23-05	Long Term Care	-	468	870	-
23-06	Dental	-	280	-	-
23-07	Catastrophic/Intensive Care	-	494	-	-
24-00	Workers' Compensation	10,330	10,620	12,600	14,690
	TOTAL PERSONNEL SERVICES	**$ 496,637**	**$ 576,231**	**$ 682,020**	**$ 667,830**
OPERATING EXPENSES					
31-30	Professional Services	$ -	$ -	$ -	$ 1,200
34-20	Misc Contract Services	2,000	-	-	38,400
40-01	Travel & Per Diem	46	-	-	-
40-05	Travel/Out Of County	-	314	500	1,200
40-06	Travel/Out Of State	-	193	300	300
41-01	Communications	-	-	600	-
41-06	Communication Equipment	-	-	800	-
42-01	Postage	-	270	450	450
44-06	Copiers	-	961	970	970
44-07	Per Print Cost	-	449	600	600
44-09	Rental - Other	387	80	110	110
46-29	Maint Other Equipment	-	-	500	500
46-40	Maint Building	-	-	2,000	2,000
47-01	Printing & Binding	2,450	2,146	3,000	3,000
47-02	Photocopying Costs	2,064	-	-	-
49-13	Entertainment	11,475	13,330	17,400	-
49-16	Sr Programs/Trips	53,629	64,763	53,380	-
49-19	Field Trip Fees	-	-	25,000	25,000
51-01	Office Supplies	1,130	1,645	1,800	1,800
52-03	Uniforms	400	449	500	500
52-06	Non-Capital Equipment & Parts	-	-	1,100	700
52-07	Non-Capital Furniture	-	1,780	-	-
52-08	Non-Capital Computer	-	-	1,200	-
52-17	Small Equipment	607	-	-	-

SENIOR & SOCIAL SERVICES (3631-572)

		FY 13/14 ACTUALS	FY 14/15 ACTUALS	FY 15/16 ADOPTED	FY 16/17 ADOPTED
52-90	Other Supplies & Expenses	$ 12,779	$ -	$ -	$ -
52-95	Other Materials & Supplies	-	776	3,000	45,480
54-01	Subs & Memberships	290	330	490	530
55-01	Training Registration	800	310	500	500
	TOTAL OPERATING EXPENSES	**$ 88,057**	**$ 87,796**	**$ 114,200**	**$ 123,240**
CAPITAL OUTLAY					
64-01	Machines & Equipment	$ -	$ 27,081	$ 10,000	$ -
64-02	Computer Equipment	-	-	-	2,620
	TOTAL CAPITAL OUTLAY	**$ -**	**$ 27,081**	**$ 10,000**	**$ 2,620**
GRANTS & AIDS					
83-01	Thanksgiving Baskets	$ 500	$ 3,534	$ 6,900	$ -
	TOTAL GRANTS & AIDS	**$ 500**	**$ 3,534**	**$ 6,900**	**$ -**
	TOTAL EXPENDITURES	**$ 585,194**	**$ 694,642**	**$ 813,120**	**$ 793,690**

PROGRAM MODIFICATION-SUPPLEMENTAL REQUEST

Reclassification - Clerk Typist II to Administrative Assistant I

DEPT/ DIV NO.	DEPARTMENT NAME	DIVISION NAME	TOTAL COST
3631	LEISURE SERVICES	SENIOR & SOCIAL SERVICES	$ 3,070

Justification

The Senior Center has become busier with additional participants and expanded programming. There is a strong need for the Clerk Typist II to take on additional responsibilities that fall in the Administrative Assistant I job description. These additional responsibilities include the oversight of daily operations in the office, which would allow supervisory staff in Recreation, Transportation, and Social Services to perform more efficiently to complete various tasks.

Required Resources

Personnel Costs

Number of Positions (A)	Title	Salary (B)	Fringe Benefits (C)	Cost A x (B+C)
(1)	Clerk Typist II	38,866	21,760	**(60,630)**
1	Administrative Assistant I	40,834	22,870	**63,700**
			-	**-**
			Total Personnel Costs	**$ 3,070**

Recurring Operating Costs

Account Number	Description	Cost
	Total Recurring Operating Costs	**$ -**

One -Time Costs

Account Number	Description	Cost
	Total One-Time Costs	**$ -**

Benefits

The need for a clerical staff member to assist in leading the office staff and overseeing the day to day operations, in addition to assisting the Division Director, Social Worker, and supervisors with various tasks as needed would help the Senior Center run more efficiently. This would allow the Division Director and other management staff to spend more time focusing on building relationships with the seniors, adding additional programming, and finding various agencies in the community to build partnerships with.

CAPITAL OUTLAY REQUEST

DEPT/ DIV NO.	DEPARTMENT NAME	DIVISION NAME	TOTAL COST
3631	LEISURE SERVICES	SENIOR & SOCIAL SERVICES	$ 2,620

#	Acct. # (XX-XX)	Quantity	Item	Description and Justification	Unit Cost	Extended Cost
1	64-02	1	Card Printer	***REPLACEMENT*** Our current Zebra Card Printer was purchased in 2005 and has been repaired several times in the last two years. This model will no longer be able to be repaired after this year and we will need an updated model as recommended by IT and the vendor.	2,620	2,620
						-
						-
						-
						-

AQUATICS (3641-572)

PROGRAM/SERVICES DESCRIPTION

The Aquatics Division provides a variety of affordable group and private lessons for students of all ages. Lessons for Broward County School students are offered through Swim Central and provided at the City's pools. Operating within the Aquatics Division are US competitive swimming and synchronized swimming teams, various programs, and special events. Aquatics personnel provide fun, safe access to the City's aquatic facilities and closely supervise swimmers through its staff of Jeff Ellis and Associates licensed lifeguards.

FY 2015/2016 HIGHLIGHTS AND ACCOMPLISHMENTS

- Received the Ellis & Associates "2015 Silver International Aquatic Safety Award" for exceeding safety certification criteria; a recognition afforded only to those scoring in the top 30% of the audit criteria.
- Successfully executed the 2nd annual "Autism Swims" event.
- Provided over 300 free swim lessons to Sunrise residents.

FY 2016/2017 OBJECTIVES/GOALS

- Bring together community partners to increase the level of service to members of the community seeking to benefit from the therapeutic effects of an aquatic environment.
- Increase the level of participation in water safety activities through further involvement in Swim Central and expansion of the Free Swim Lessons Program.
- Expand aquatic program offerings to ensure the needs of the community are being met.

PERFORMANCE MEASURES	FY 2014/2015 ACTUAL	FY 2015/2016 TARGET	3/31/2016 ACTUAL	FY 2016/2017 TARGET
Number of children participating in Swim Central	565	550	289	560
Number of participants in Sunrise Swimming	2,309	2,450	660	2,500
Number of participants in group swim lessons	74	80	0	90
Number of participants in private swim lessons	110	120	0	130

AQUATICS (3641-572)

	FY 13/14 ACTUALS	FY 14/15 ACTUALS	FY 15/16 ADOPTED	FY 16/17 ADOPTED
REVENUES				
Service Revenues	$ 36,858	$ 37,288	$ 37,000	$ 38,300
TOTAL REVENUES	**$ 36,858**	**$ 37,288**	**$ 37,000**	**$ 38,300**
EXPENDITURES				
Personnel Services	$ 799,658	$ 886,356	$ 1,009,380	$ 1,026,720
Operating Expenses	174,355	181,628	175,910	204,910
Capital Outlay	-	-	9,500	20,250
TOTAL EXPENDITURES	**$ 974,013**	**$ 1,067,984**	**$ 1,194,790**	**$ 1,251,880**

SIGNIFICANT CHANGES FROM FISCAL YEAR 2015/2016 ADOPTED BUDGET

REVENUES $ 1,300

The positive variance is primarily attributed to a projected increase in swimming pool fees.

PERSONNEL SERVICES $ 17,340

The positive variance is primarily attributed to cost of living and merit increases and annual increases in pension and insurance benefits.

OPERATING EXPENSES $ 29,000

The positive variance is primarily attributed to an increase preventative pool maintenance and chemicals.

CAPITAL OUTLAY $ 10,750

The positive variance is due to changes in capital needs from year to year. In FY 2017, the budget includes replacement pool pumps, gas heater for Welleby pool, and a portable aquatic lift to assist patrons with physical disabilities.

PERSONNEL COMPLEMENT

POSITION TITLE	FY 13/14 ACTUALS	FY 14/15 ACTUALS	FY 15/16 ADOPTED	FY 16/17 ADOPTED
Lifeguard II	1	1	1	1
Lifeguard III	4	4	4	4
Recreation Supervisor I	1	1	1	1
Lifeguard I PT	10	10	10	10
Lifeguard II PT	10	10	10	10
Lifeguard III PT	4	4	4	4
Seasonal Lifeguard I	2	2	2	2
Seasonal Lifeguard II	4	4	4	4
Seasonal Lifeguard III	2	2	2	2
TOTAL POSITIONS	**38**	**38**	**38**	**38**

AQUATICS (3641-572)

		FY 13/14 ACTUALS	FY 14/15 ACTUALS	FY 15/16 ADOPTED	FY 16/17 ADOPTED
SERVICE REVENUES					
347.20-15	Swimming Pool Fee	$ 36,858	$ 37,288	$ 37,000	$ 38,300
	TOTAL SERVICE REVENUES	**$ 36,858**	**$ 37,288**	**$ 37,000**	**$ 38,300**
	TOTAL REVENUES	**$ 36,858**	**$ 37,288**	**$ 37,000**	**$ 38,300**
PERSONNEL SERVICES					
12-01	Salaries	$ 585,321	$ 303,518	$ 297,060	$ 298,190
13-00	Salaries/Part-Time	-	320,715	399,080	395,930
13-01	Temporary & Seasonal	-	20,655	54,720	54,720
14-01	Overtime/Time And A Half	7,728	28,722	3,500	20,000
14-02	Overtime/Straight Time	229	590	10,000	1,000
21-01	SS & Medicare Matching	44,509	50,582	58,460	59,240
22-01	Pension-General	82,507	73,615	76,000	80,960
22-04	401A Contributions	-	426	-	-
23-01	Health	56,890	62,554	79,110	83,220
23-06	Dental	-	40	-	-
23-07	Catastrophic/Intensive Care	-	99	-	-
24-00	Workers' Compensation	22,474	24,840	31,450	33,460
	TOTAL PERSONNEL SERVICES	**$ 799,658**	**$ 886,356**	**$ 1,009,380**	**$ 1,026,720**
OPERATING EXPENSES					
34-20	Misc Contract Services	$ 7,525	$ 5,445	$ 7,200	$ 15,300
46-17	Maint Pool Equipment	32,578	-	-	-
46-33	Maint Pools & Equipment	-	55,720	35,000	34,900
49-08	Permits & Licenses	1,500	1,500	1,500	2,100
49-11	Special Rec Programs	2,871	6,216	10,000	-
49-12	Other Rec Programs	2,297	-	-	-
51-01	Office Supplies	58	200	200	200
52-02	Chemicals	109,455	106,629	110,000	115,000
52-03	Uniforms	3,095	2,905	3,900	3,700
52-06	Non-Capital Equipment & Parts	-	-	-	22,630
52-10	Medical/Safety Supplies	-	-	-	4,280
52-12	Custodial	169	289	300	300
52-15	Lighting/Electrical	450	249	500	500
52-17	Small Equipment	797	-	-	-
52-43	Small Hand Tools	-	598	630	-
52-47	Safety Equipment/Supplies	-	200	280	-
52-90	Other Supplies & Expenses	8,722	-	-	-
52-95	Other Materials & Supplies	-	-	-	2,000
54-02	Tuition	4,838	-	-	-
55-01	Training Registration	-	1,677	6,400	4,000
	TOTAL OPERATING EXPENSES	**$ 174,355**	**$ 181,628**	**$ 175,910**	**$ 204,910**
CAPITAL OUTLAY					
64-01	Machines & Equipment	$ -	$ -	$ 9,500	$ 20,250
	TOTAL CAPITAL OUTLAY	**$ -**	**$ -**	**$ 9,500**	**$ 20,250**
	TOTAL EXPENDITURES	**$ 974,013**	**$ 1,067,984**	**$ 1,194,790**	**$ 1,251,880**

CAPITAL OUTLAY REQUEST

DEPT/ DIV NO.	DEPARTMENT NAME	DIVISION NAME	TOTAL COST
3641	LEISURE SERVICES	AQUATICS	$ 20,250

#	Acct. # (XX-XX)	Quantity	Item	Description and Justification	Unit Cost	Extended Cost
1	64-01	1	Portable Aquatic Lift	***REPLACEMENT*** The portable lift at Village Beach Club Pool is broken and cannot be repaired. This lift is required to provide water access to patrons with physical disabilities.	6,500	6,500
2	64-01	1	Motor/Pump	***REPLACEMENT*** This will provide for replacement of the 20 hp motor and pump for the 50 M pool at the Civic Center. Historical spending has shown the need to replace at least one motor and pump annually. Part of the pool maintenance and replacement plan.	5,000	5,000
3	64-01	1	Motor/Pump	***REPLACEMENT*** This will provide for replacement of the 7.5 hp Civic Center family pool pump and motor. Historical spending has shown the need to replace at least one motor and pump annually. Part of the pool maintenance and replacement plan.	3,000	3,000
4	64-01	1	Motor/Pump	***REPLACEMENT*** This will provide for replacement of the 5 hp motor and pump for the Civic Center Kiddie pool. Historical spending has shown the need to replace at least one motor and pump annually. Part of the pool maintenance and replacement plan.	1,750	1,750
5	64-01	2	Gas Heaters	***REPLACEMENT*** The two gas heaters for Welleby pool, purchased in 2008, are showing significant signs of deterioration and are in need of replacement.	2,000	4,000

ATHLETICS (3642-572)

PROGRAM/SERVICES DESCRIPTION

The Athletics Division provides a variety of quality sports programs for the youth in our community so they can have a well-organized and affordable athletic experience. The City's youth athletic programs teach the fundamentals of sports, encourage good sportsmanship, and allow children to have fun through a variety of athletic competitions.

FY 2015/2016 HIGHLIGHTS AND ACCOMPLISHMENTS

◊ Increased City level of partnership in the operation of the Sunrise Gators Tackle Football and Cheerleading program.

◊ Served over 2,500 children during the year in the youth athletics program.

◊ Conducted criminal background checks and provided continuous training and support for 400 volunteer coaches, who are the backbone of the youth athletics program.

FY 2016/2017 OBJECTIVES/GOALS

◊ Encourage and promote volunteer support for the youth athletics programs to ensure the programs' success.

◊ Provide a safe environment for the children to enhance their physical abilities, build self-esteem, and develop leadership skills while having fun.

◊ Develop a marketing plan to enhance and promote the youth athletics program in an effort to increase participation.

PERFORMANCE MEASURES	FY 2014/2015 ACTUAL	FY 2015/2016 TARGET	3/31/2016 ACTUAL	FY 2016/2017 TARGET
Percentage of resident participants	76%	80%	81%	80%
Percentage of non-resident participants	24%	20%	19%	20%
Number of participants in athletic programs	2,562	2,300	480	2,700
Revenue generated from athletic programs	$170,856	$160,000	$30,452	$164,920

ATHLETICS (3642-572)

	FY 13/14 ACTUALS	FY 14/15 ACTUALS	FY 15/16 ADOPTED	FY 16/17 ADOPTED
REVENUES				
Service Revenues	$ 152,353	$ 176,876	$ 173,000	$ 170,920
TOTAL REVENUES	**$ 152,353**	**$ 176,876**	**$ 173,000**	**$ 170,920**
EXPENDITURES				
Personnel Services	$ 171,041	$ 152,181	$ 220,930	$ 220,020
Operating Expenses	227,709	260,522	307,970	304,370
Capital Outlay	-	8,537	-	-
TOTAL EXPENDITURES	**$ 398,750**	**$ 421,240**	**$ 528,900**	**$ 524,390**

SIGNIFICANT CHANGES FROM FISCAL YEAR 2015/2016 ADOPTED BUDGET

REVENUES $ (2,080)

The negative variance is primarily attributed to a projected decrease in actuals.

PERSONNEL SERVICES $ (910)

The negative variance is primarily attributed to organizational and base salary changes.

OPERATING EXPENSES $ (3,600)

The negative variance is primarily attributed to a cost decrease in officials and umpires.

PERSONNEL COMPLEMENT

POSITION TITLE	FY 13/14 ACTUALS	FY 14/15 ACTUALS	FY 15/16 ADOPTED	FY 16/17 ADOPTED
Recreation Specialist	1	1	1	1
Recreation Supervisor I	1	1	1	1
Recreation Leader PT	2	2	2	2
TOTAL POSITIONS	**4**	**4**	**4**	**4**

ATHLETICS (3642-572)

		FY 13/14 ACTUALS	FY 14/15 ACTUALS	FY 15/16 ADOPTED	FY 16/17 ADOPTED
SERVICE REVENUES					
347.20-11	Sports Programs	$ 152,353	$ 176,876	$ 173,000	$ 170,920
	TOTAL SERVICE REVENUES	**$ 152,353**	**$ 176,876**	**$ 173,000**	**$ 170,920**
	TOTAL REVENUES	**$ 152,353**	**$ 176,876**	**$ 173,000**	**$ 170,920**
PERSONNEL SERVICES					
12-01	Salaries	$ 110,277	$ 77,543	$ 101,840	$ 105,730
13-00	Salaries/Part-Time	-	18,314	35,220	35,250
13-01	Temporary & Seasonal	-	707	-	-
14-01	Overtime/Time And A Half	-	-	250	250
14-02	Overtime/Straight Time	50	8	300	300
15-03	Leave Payout	-	1,625	-	-
21-01	SS & Medicare Matching	8,253	7,190	10,530	10,600
22-01	Pension-General	32,074	24,469	31,610	33,980
23-01	Health	16,494	17,975	35,440	27,740
24-00	Workers' Compensation	3,893	4,350	5,740	6,170
	TOTAL PERSONNEL SERVICES	**$ 171,041**	**$ 152,181**	**$ 220,930**	**$ 220,020**
OPERATING EXPENSES					
31-30	Professional Services	$ -	$ -	$ 20,000	$ 19,450
34-20	Misc Contract Services	-	-	25,000	94,980
44-05	Rental - Equipment	-	1,696	2,700	2,500
44-09	Rental - Other	5,092	3,390	4,200	4,200
45-07	Programs/Events	4,040	5,627	4,750	7,200
46-29	Maint Other Equipment	-	-	-	6,600
49-09	Registration Fees	12,470	16,994	20,500	24,500
49-10	Officials & Umpires	61,890	61,542	78,080	-
49-11	Special Rec Programs	1,731	170,173	150,590	-
49-12	Other Rec Programs	141,113	-	-	-
49-13	Entertainment	1,175	900	1,550	-
51-01	Office Supplies	198	200	200	200
52-20	Athletic Supplies & Equipment	-	-	-	127,640
52-95	Other Materials & Supplies	-	-	-	16,700
55-01	Training Registration	-	-	400	400
	TOTAL OPERATING EXPENSES	**$ 227,709**	**$ 260,522**	**$ 307,970**	**$ 304,370**
CAPITAL OUTLAY					
64-01	Machines & Equipment	$ -	$ 8,537	$ -	$ -
	TOTAL CAPITAL OUTLAY	**$ -**	**$ 8,537**	**$ -**	**$ -**
	TOTAL EXPENDITURES	**$ 398,750**	**$ 421,240**	**$ 528,900**	**$ 524,390**

PROGRAM MODIFICATION-SUPPLEMENTAL REQUEST

Additional Funding - Travel Basketball Program

DEPT/ DIV NO.	DEPARTMENT NAME	DIVISION NAME	TOTAL COST
3642	LEISURE SERVICES	ATHLETICS	$ 5,000

Justification

In line with the popularity and high demand of our recreational basketball program, a competitive travel basketball program will provide a service to City residents that is not currently offered. The City currently offers competitive travel programs for soccer, baseball, softball, and tackle football/cheerleading. The estimated revenue is $6,000 ($150 registration fee for approximately 40 kids). The City will keep 25% of the revenue generated.

Required Resources

Personnel Costs

Number of Positions (A)	Title	Salary (B)	Fringe Benefits (C)	Cost A x (B+C)
			-	-
			-	-
			-	-
			Total Personnel Costs	$ -

Recurring Operating Costs

Account Number	Description	Cost
49-09	Registrations	4,000
52-20	Athletic Supplies & Equipment	1,000
	Total Recurring Operating Costs	$ 5,000

One -Time Costs

Account Number	Description	Cost
	Total One-Time Costs	$ -

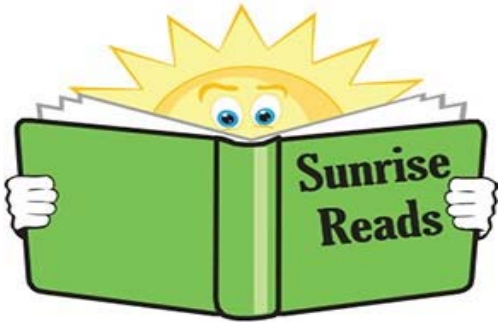
Benefits

To provide a competitive travel basketball program to City residents, that of which is not currently offered.

CAMPS (3643-572)

PROGRAM/SERVICES DESCRIPTION

The Camps Division provides quality, supervised children's day camp programs and offers summer camp programs at various locations throughout the City, serving 1,000 children. The division also offers mini camps during the summer, spring, and winter, in addition to day camps when children are out of school.



FY 2015/2016 HIGHLIGHTS AND ACCOMPLISHMENTS

◊ Provided twelve (12) summer camp sites throughout the City and served 1,000 children.

◊ Provided additional training opportunities through the Florida Recreation and Park Association (FRPA).

◊ Provided campers with lunch and afternoon snacks through a third-party caterer as part of a state-funded program.

FY 2016/2017 OBJECTIVES/GOALS

◊ Increase participation in mini camp and "Kid Days Off" programs by implementing new and innovative offerings.

◊ Increase partnerships to provide educational and exciting opportunities for campers.

◊ Provide innovative programming for older youth which will attract additional participants.

PERFORMANCE MEASURES	FY 2014/2015 ACTUAL	FY 2015/2016 TARGET	3/31/2016 ACTUAL	FY 2016/2017 TARGET
Number of children enrolled in summer camp	1,003	1,000	0	1,000
Number of children enrolled in Kids Days Off	440	445	215	450
Number of children enrolled in mini camps **FY 2014/2015 had 1 extra week of summer mini camp.*	415	325	198	335

CAMPS (3643-572)

	FY 13/14 ACTUALS	FY 14/15 ACTUALS	FY 15/16 ADOPTED	FY 16/17 ADOPTED
REVENUES				
Service Revenues	$ 480,818	$ 473,275	$ 460,000	$ 470,000
TOTAL REVENUES	**$ 480,818**	**$ 473,275**	**$ 460,000**	**$ 470,000**
EXPENDITURES				
Personnel Services	$ 679,741	$ 708,212	$ 711,250	$ 729,090
Operating Expenses	292,365	279,606	300,550	307,850
TOTAL EXPENDITURES	**$ 972,106**	**$ 987,818**	**$ 1,011,800**	**$ 1,036,940**

SIGNIFICANT CHANGES FROM FISCAL YEAR 2015/2016 ADOPTED BUDGET

REVENUES $ 10,000

The positive variance is primarily attributed to a projected increase in summer recreation programs.

PERSONNEL SERVICES $ 17,840

The positive variance is primarily attributed to a historical increase in overtime costs.

OPERATING EXPENSES $ 7,300

The positive variance is primarily attributed to an increase in rates for the use of School Board facilities.

PERSONNEL COMPLEMENT

POSITION TITLE	FY 13/14 ACTUALS	FY 14/15 ACTUALS	FY 15/16 ADOPTED	FY 16/17 ADOPTED
Seasonal Recreation Counselor I	48	48	48	48
Seasonal Recreation Counselor II	32	32	32	32
Seasonal Recreation Counselor III	38	38	38	38
Seasonal Recreation Specialist	20	20	20	20
Seasonal Recreation Supervisor	13	13	13	13
TOTAL POSITIONS	**151**	**151**	**151**	**151**

CAMPS (3643-572)

		FY 13/14 ACTUALS	FY 14/15 ACTUALS	FY 15/16 ADOPTED	FY 16/17 ADOPTED
SERVICE REVENUES					
347.20-12	Summer Recreation Programs	$ 480,818	$ 473,275	$ 460,000	$ 470,000
	TOTAL SERVICE REVENUES	**$ 480,818**	**$ 473,275**	**$ 460,000**	**$ 470,000**
	TOTAL REVENUES	**$ 480,818**	**$ 473,275**	**$ 460,000**	**$ 470,000**
PERSONNEL SERVICES					
12-01	Salaries	$ 568,578	$ -	$ -	$ -
13-01	Temporary & Seasonal	-	583,774	602,280	602,280
14-01	Overtime/Time And A Half	46,024	53,396	35,000	50,000
21-01	SS & Medicare Matching	47,023	48,742	48,750	49,900
24-00	Workers' Compensation	18,116	22,300	25,220	26,910
	TOTAL PERSONNEL SERVICES	**$ 679,741**	**$ 708,212**	**$ 711,250**	**$ 729,090**
OPERATING EXPENSES					
31-30	Professional Services	$ -	$ -	$ 4,000	$ 4,000
34-20	Misc Contract Services	-	2,600	30,000	69,200
44-09	Rental - Other	95,235	89,621	97,200	102,100
45-07	Programs/Events	2,000	2,000	2,200	2,200
47-01	Printing & Binding	500	482	500	500
49-08	Permits & Licenses	-	-	600	600
49-11	Special Rec Programs	32,878	73,641	37,200	-
49-12	Other Rec Programs	35,195	-	-	-
49-13	Entertainment	31,919	31,416	35,000	-
49-19	Field Trip Fees	78,502	73,370	84,000	84,000
51-01	Office Supplies	247	710	750	1,550
52-03	Uniforms	5,298	2,506	5,000	5,000
52-06	Non-Capital Equipment & Parts	-	267	500	500
52-10	Medical/Safety Supplies	-	-	-	1,000
52-12	Custodial	1,736	1,453	1,800	1,800
52-17	Small Equipment	372	-	-	-
52-20	Athletic Supplies & Equipment	-	-	-	3,500
52-90	Other Supplies & Expenses	6,983	-	-	-
52-95	Other Materials & Supplies	-	-	-	29,900
54-02	Tuition	1,500	-	-	-
55-01	Training Registration	-	1,540	1,800	2,000
	TOTAL OPERATING EXPENSES	**$ 292,365**	**$ 279,606**	**$ 300,550**	**$ 307,850**
	TOTAL EXPENDITURES	**$ 972,106**	**$ 987,818**	**$ 1,011,800**	**$ 1,036,940**

CITY OF SUNRISE
FLORIDA

PROGRAMS (3644-572)

PROGRAM/SERVICES DESCRIPTION

The Programs Division provides affordable recreation programs to serve and enhance the quality of life of Sunrise residents. This budget incorporates City sponsored and contractual recreation programming.

FY 2015/2016 HIGHLIGHTS AND ACCOMPLISHMENTS

- Renewed and expanded the scope of Baptist Health South Florida's sponsorship totaling $13,950 in monetary and in-kind support of Leisure Services programs and special events.
- Initiated the first Martin Luther King, Jr. Celebration, which included an art gallery opening, spoken word performances and musical entertainment.
- Implemented a high quality July 4th event, with an estimated 25,000 people in attendance. An expanded scope of responsibilities was successfully managed by the City.

FY 2016/2017 OBJECTIVES/GOALS

- Promote and develop sponsorships and partnerships with local and regional businesses for programs to assist in reduction of production costs.
- Increase the number of City sponsored recreation programs per month.
- Increase the number of participants enrolled in City sponsored programs.

PERFORMANCE MEASURES	FY 2014/2015 ACTUAL	FY 2015/2016 TARGET	3/31/2016 ACTUAL	FY 2016/2017 TARGET
Monthly average of City sponsored recreation programs	8	8	8	8
Total participants enrolled in City sponsored recreation programs	493	410	265	500
Monthly average number of contracted recreation programs	15	15	15	18
Total number of participants enrolled in contracted programs	7,218	6,750	3,623	7,500

PROGRAMS (3644-572)

	FY 13/14 ACTUALS	FY 14/15 ACTUALS	FY 15/16 ADOPTED	FY 16/17 ADOPTED
REVENUES				
Service Revenues	$ 238,619	$ 221,128	$ 219,200	$ 181,000
TOTAL REVENUES	**$ 238,619**	**$ 221,128**	**$ 219,200**	**$ 181,000**
EXPENDITURES				
Personnel Services	$ 908,244	$ 1,056,114	$ 1,179,890	$ 1,109,400
Operating Expenses	253,667	407,882	422,410	215,340
Capital Outlay	157,073	18,994	13,000	13,100
TOTAL EXPENDITURES	**$ 1,318,984**	**$ 1,482,990**	**$ 1,615,300**	**$ 1,337,840**

SIGNIFICANT CHANGES FROM FISCAL YEAR 2015/2016 ADOPTED BUDGET

REVENUES $ (38,200)

The negative variance is primarily attributed to a projected decrease in membership fees and recreation program fees due to temporary closures caused by renovations at the Athletic Club and Civic Center.

PERSONNEL SERVICES $ (70,490)

The negative variance is primarily attributed to the transfer of personnel to the new Special Events Division which is offset by cost of living and merit increases, annual increases in pension and insurance benefits.

OPERATING EXPENSES $ (207,070)

The negative variance is primarily attributed to the transfer of funding to the new Special Events Division which is offseet by the increase in costs related to the Employee Appreciation Picnic and Dinner events.

CAPITAL OUTLAY $ 100

The positive variance is due to changes in capital needs from year to year. In FY 2017, the budget includes a freezer, tents, and a recumbent bike at the Civic Center.

PERSONNEL COMPLEMENT

POSITION TITLE	FY 13/14 ACTUALS	FY 14/15 ACTUALS	FY 15/16 ADOPTED	FY 16/17 ADOPTED
Division Director-Rec Prog & Ops	1	1	1	1
Concession Attendant	2	2	2	2
Operations Supervisor	2	2	2	2
Recreation Attendant	1	1	1	1
Recreation Leader	2	2	2	2
Recreation Supervisor I	3	3	3	3
Recreation Programmer	0	0	1	0
Concession Attendant PT	1	1	1	1
Recreation Attendant PT	7	7	7	7
Recreation Leader PT	1	1	1	1
TOTAL POSITIONS	**20**	**20**	**21**	**20**

PROGRAMS (3644-572)

		FY 13/14 ACTUALS	FY 14/15 ACTUALS	FY 15/16 ADOPTED	FY 16/17 ADOPTED
SERVICE REVENUES					
347.20-20	CC & AC Membership Fees	$ 55,851	$ 57,930	$ 55,000	$ 30,000
347.40-04	Woodstock Festival	8,905	6,682	7,000	-
347.50-23	Rec Instructor/Programs	124,282	106,292	116,200	110,000
347.90-01	Program Revenues	1,107	1,060	1,000	1,000
347.90-02	Concessions & Resale	48,474	49,164	40,000	40,000
	TOTAL SERVICE REVENUES	**$ 238,619**	**$ 221,128**	**$ 219,200**	**$ 181,000**
	TOTAL REVENUES	**$ 238,619**	**$ 221,128**	**$ 219,200**	**$ 181,000**
PERSONNEL SERVICES					
12-01	Salaries	$ 582,829	$ 577,104	$ 615,350	$ 547,040
13-00	Salaries/Part-Time	-	111,896	161,870	162,800
14-01	Overtime/Time And A Half	3,597	4,007	3,000	4,000
14-02	Overtime/Straight Time	4,877	6,242	6,000	6,000
21-01	SS & Medicare Matching	45,017	52,977	60,150	54,980
22-01	Pension-General	178,844	187,921	173,850	179,970
22-04	401A Contributions	-	2,353	2,250	2,310
23-01	Health	72,306	89,665	126,890	124,390
23-05	Long Term Care	-	1,000	1,040	1,040
23-06	Dental	-	608	680	340
23-07	Catastrophic/Intensive Care	-	1,271	1,340	870
24-00	Workers' Compensation	20,774	21,070	27,470	25,660
	TOTAL PERSONNEL SERVICES	**$ 908,244**	**$ 1,056,114**	**$ 1,179,890**	**$ 1,109,400**
OPERATING EXPENSES					
31-30	Professional Services	$ -	$ -	$ 6,620	$ 8,590
34-20	Misc Contract Services	2,400	2,190	300	15,050
41-01	Communications	-	-	600	-
41-06	Communication Equipment	-	-	800	-
44-01	Rental - Automobiles	-	1,099	1,410	-
44-09	Rental - Other	63,564	81,750	80,800	3,300
46-29	Maint Other Equipment	4,515	4,746	5,320	6,550
46-31	Maint Sports Facilities	-	1,625	2,000	2,000
47-01	Printing & Binding	1,360	5,340	1,500	2,600
47-02	Photocopying Costs	838	-	-	-
48-03	Advertising	-	781	1,150	-
49-07	Employee Appreciation	-	64,066	67,450	100,000
49-08	Permits & Licenses	-	508	700	700
49-11	Special Rec Programs	50,322	92,298	100,770	-
49-12	Other Rec Programs	13,538	-	-	-
49-13	Entertainment	69,605	90,305	93,300	-
49-17	Concessions	24,898	-	-	-
49-56	Cultural Festival	8,000	15,802	16,120	-
49-57	Woodstock Festival	-	7,336	7,500	-
51-01	Office Supplies	194	3,542	1,370	300
52-03	Uniforms	399	1,400	2,000	1,500
52-06	Non-Capital Equipment & Parts	-	1,737	1,000	1,000
52-08	Non-Capital Computer	-	-	1,200	-

PROGRAMS (3644-572)

		FY 13/14 ACTUALS	FY 14/15 ACTUALS	FY 15/16 ADOPTED	FY 16/17 ADOPTED
52-12	Custodial	$ 2,185	$ 2,250	$ 2,250	$ 2,250
52-15	Lighting/Electrical	209	-	-	-
52-17	Small Equipment	1,172	-	-	-
52-70	Concessions	-	30,967	25,000	31,000
52-90	Other Supplies & Expenses	10,468	-	-	-
52-95	Other Materials & Supplies	-	140	3,000	37,400
54-10	Books & Publications	-	-	-	2,600
55-01	Training Registration	-	-	250	500
	TOTAL OPERATING EXPENSES	**$ 253,667**	**$ 407,882**	**$ 422,410**	**$ 215,340**
CAPITAL OUTLAY					
64-01	Machines & Equipment	$ 155,669	$ 18,994	$ 13,000	$ 13,100
64-04	Furniture & Equipment	1,404	-	-	-
	TOTAL CAPITAL OUTLAY	**$ 157,073**	**$ 18,994**	**$ 13,000**	**$ 13,100**
	TOTAL EXPENDITURES	**$ 1,318,984**	**$ 1,482,990**	**$ 1,615,300**	**$ 1,337,840**

PROGRAM MODIFICATION-SUPPLEMENTAL REQUEST

Additional Funding - 5K Walk/Run

DEPT/ DIV NO.	DEPARTMENT NAME	DIVISION NAME	TOTAL COST
3644	LEISURE SERVICES	PROGRAMS	$ 30,120

Justification

A 5K walk/run is being proposed due to the popularity of fitness and wellness events and requests by residents and the Sunrise City Commission. Budget numbers are based on an estimate of 2,000 participants and a proposed location of the BB&T Center parking lot to minimize costs. The estimated revenue is $15,120 generated from sponsorships and registrations which will offset the costs of the event.

Required Resources

Personnel Costs

Number of Positions (A)	Title	Salary (B)	Fringe Benefits (C)	Cost A x (B+C)
			-	-
			-	-
			-	-
			Total Personnel Costs	$ -

Recurring Operating Costs

Account Number	Description	Cost
34-20	Misc Contract Services	13,700
44-09	Rental - Other	3,300
49-08	Permits & Licenses	220
52-95	Other Materials & Supplies	12,900
	Total Recurring Operating Costs	$ 30,120

One -Time Costs

Account Number	Description	Cost
	Total One-Time Costs	$ -

Benefits

Provide a recreational experience that promotes socialization, fitness, and philanthropy within the City of Sunrise.

PROGRAM MODIFICATION-SUPPLEMENTAL REQUEST

Department Reorganization - New Special Events Division

DEPT/ DIV NO.	DEPARTMENT NAME	DIVISION NAME	TOTAL COST
3644	LEISURE SERVICES	PROGRAMS	$ (356,600)

Justification

As part of our process to improve departmental efficiencies, we are requesting the Special Events portion of the Programs Division (3644) budget be separated into its own Division and subsequent budget. No additional funding (personnel or operating) is needed.

Required Resources

Personnel Costs

Number of Positions (A)	Title	Salary (B)	Fringe Benefits (C)	Cost A x (B+C)
(1)	Recreation Programmer	51,730	39,730	(91,460)
			-	-
			-	-
			Total Personnel Costs	$ (91,460)

Recurring Operating Costs

Account Number	Description	Cost
	Various Account Numbers	(265,140)
	Total Recurring Operating Costs	$ (265,140)

One -Time Costs

Account Number	Description	Cost
	Total One-Time Costs	$ -

Benefits

The separation of Programs and Special Events will improve departmental fiscal accountability by properly allocating funding sources. Additionally, this will enable us to create a more efficient tracking system, and subsequently improve the efficiencies within the organization.

CAPITAL OUTLAY REQUEST

DEPT/ DIV NO.	DEPARTMENT NAME	DIVISION NAME	TOTAL COST
3644	LEISURE SERVICES	PROGRAMS	$ 13,100

#	Acct. # (XX-XX)	Quantity	Item	Description and Justification	Unit Cost	Extended Cost
1	64-01	1	Freezer	***REPLACEMENT*** The Civic Center concession freezer, purchased in 1997, is currently in disrepair. The legs and cabinet are rusted through and it is currently being supported by bricks. The average lifespan of this piece of equipment is 12 years.	6,500	6,500
2	64-01	3	10 x 10 Tents	***NEW*** With increased programming and demand, there is a need for additional 10 x 10 tents. These tents are used for Leisure Services programs across all divisions.	1,200	3,600
3	64-01	1	Recumbent Bike	***REPLACEMENT*** One of the Civic Center recumbent bikes is 5 years old and has been serviced 11 times, totaling approximately $1,500. Average life cycle is 5 years. Replacement is recommended.	3,000	3,000
						-
						-

CITY OF SUNRISE
FLORIDA

TENNIS (3645-572)

PROGRAM/SERVICES DESCRIPTION

The Tennis Club Program offers ten (10) Hydrocourt clay courts, four (4) asphalt-based cushioned courts and one (1) Hydrocourt tournament court - as well as lighting, sheltered spectator areas and restrooms. The facility also features a clubhouse with a pro shop, players' lounge and locker rooms. The Sunrise Tennis Club, home of the Sunrise Tennis Academy, offers Cardio Tennis, Adult Instructional Drills, and Doubles Drills and Play.

FY 2015/2016 HIGHLIGHTS AND ACCOMPLISHMENTS

◊ Resurfaced all ten (10) hard courts, which improved drainage tremendously.

◊ Hosted two professional tennis tournaments for over 190 players, generating $7,700 in revenue.

◊ Sub-metered all tennis courts and related facilities to more effectively track the usage of water.

FY 2016/2017 OBJECTIVES/GOALS

◊ Increase presence in the community through marketing initiatives.

◊ Improve facility conditions through City maintenance of court lighting.

◊ Establish tennis rates based on competitive market, ensuring rates remain within appropriate parameters.

PERFORMANCE MEASURES	FY 2014/2015 ACTUAL	FY 2015/2016 TARGET	3/31/2016 ACTUAL	FY 2016/2017 TARGET
Number of memberships at the Tennis Center	111	120	116	125
Number of members	130	140	135	150
Number of customers served	8,163	8,100	4,284	8,200

TENNIS (3645-572)

	FY 13/14 ACTUALS	FY 14/15 ACTUALS	FY 15/16 ADOPTED	FY 16/17 ADOPTED
REVENUES				
Service Revenues	$ 93,179	$ 265,781	$ 450,000	$ 350,000
TOTAL REVENUES	**$ 93,179**	**$ 265,781**	**$ 450,000**	**$ 350,000**
EXPENDITURES				
Personnel Services	$ 152,180	$ 37,786	$ -	$ -
Operating Expenses	38,983	262,768	450,000	548,130
Capital Outlay	33,325	-	17,000	23,550
TOTAL EXPENDITURES	**$ 224,488**	**$ 300,554**	**$ 467,000**	**$ 571,680**

SIGNIFICANT CHANGES FROM FISCAL YEAR 2015/2016 ADOPTED BUDGET

REVENUES $ (100,000)

The negative variance is primarily attributed to the recent amendment of the Tennis Center contract.

OPERATING EXPENSES $ 98,130

The positive variance is primarily attributed to the recent amendment of the Tennis Center contract and the transfer of operating costs related to the Tennis Center from Facilities Maintenance.

CAPITAL OUTLAY $ 6,550

The positive variance is due to changes in capital needs from year to year. In FY 2017, the budget includes a back gate camera and buzzer, the replacement of canopies, and a rally backboard to enhance programming and practice opportunities.

TENNIS (3645-572)

		FY 13/14 ACTUALS	FY 14/15 ACTUALS	FY 15/16 ADOPTED	FY 16/17 ADOPTED
SERVICE REVENUES					
347.50-19	Sunrise Tennis (Wel Racq)	$ 39,086	$ 10,067	$ -	$ -
347.50-21	Tennis Center Mdse Sales	497	63	-	-
347.50-24	Tennis Enterprises LLC	53,596	13,975	-	-
347.50-25	Tennis Contract Revenue	-	241,676	450,000	350,000
	TOTAL SERVICE REENUES	**$ 93,179**	**$ 265,781**	**$ 450,000**	**$ 350,000**
	TOTAL REVENUES	**$ 93,179**	**$ 265,781**	**$ 450,000**	**$ 350,000**
PERSONNEL SERVICES					
12-01	Salaries	$ 120,706	$ 25,987	$ -	$ -
13-00	Salaries/Part-Time	-	3,984	-	-
14-01	Overtime/Time And A Half	131	-	-	-
14-02	Overtime/Straight Time	2,820	395	-	-
21-01	SS & Medicare Matching	9,198	2,247	-	-
22-01	Pension-General	567	-	-	-
23-01	Health	18,758	5,173	-	-
	TOTAL PERSONNEL SERVICES	**$ 152,180**	**$ 37,786**	**$ -**	**$ -**
OPERATING EXPENSES					
34-20	Misc Contract Services	$ -	$ 242,077	$ 450,000	$ 470,000
34-21	Grounds Maintenance	-	-	-	25,000
34-22	Tree Maintenance	-	-	-	4,700
34-43	Painting	-	-	-	1,000
46-16	Maint Computer Equipment	-	-	-	500
46-31	Maint Sports Facilities	-	-	-	10,000
46-32	Maint Tennis Courts	37,318	19,982	-	-
46-40	Maint Building	-	-	-	9,300
49-08	Permits & Licenses	-	273	-	-
49-11	Special Rec Programs	170	-	-	-
49-17	Concessions	728	-	-	-
52-07	Non-Capital Furniture	-	-	-	18,630
52-12	Custodial	642	324	-	-
52-15	Lighting/Electrical	-	-	-	5,000
52-17	Small Equipment	44	-	-	-
52-18	Grounds & Turf	-	-	-	4,000
52-70	Concessions	-	112	-	-
52-90	Other Supplies & Expenses	81	-	-	-
	TOTAL OPERATING EXPENSES	**$ 38,983**	**$ 262,768**	**$ 450,000**	**$ 548,130**
CAPITAL OUTLAY					
63-01	Improvements Not Bldg	$ 33,325	$ -	$ -	$ 15,200
64-01	Machines & Equipment	-	-	17,000	8,350
	TOTAL CAPITAL OUTLAY	**$ 33,325**	**$ -**	**$ 17,000**	**$ 23,550**
	TOTAL EXPENDITURES	**$ 224,488**	**$ 300,554**	**$ 467,000**	**$ 571,680**

PROGRAM MODIFICATION-SUPPLEMENTAL REQUEST

Additional Funding - Replacement of Furniture and Umbrellas

DEPT/ DIV NO.	DEPARTMENT NAME	DIVISION NAME	TOTAL COST
3645	LEISURE SERVICES	TENNIS	$ 13,000

Justification

Previously, the Tennis Club had patio furniture on the perimeter of the building for spectators and patrons. As they became in disrepair, they were not replaced. This includes 6 tables (with 4 chairs per table) and 2 gliders to match existing furniture. The Tennis Club also had umbrellas at all tables for spectators, patrons, and players. As they became in disrepair, they were not replaced.

Required Resources

Personnel Costs

Number of Positions (A)	Title	Salary (B)	Fringe Benefits (C)	Cost A x (B+C)
			-	-
			-	-
			-	-
			Total Personnel Costs	$ -

Recurring Operating Costs

Account Number	Description	Cost
	Total Recurring Operating Costs	$ -

One -Time Costs

Account Number	Description	Cost
52-07	Non-Capital Furniture	13,000
	Total One-Time Costs	$ 13,000

Benefits

New furniture will enhance spectator and patron experience at the Tennis Club. Umbrellas are needed to provide shade, especially during the summer months, to the Tennis Club's patrons and spectators.

PROGRAM MODIFICATION-SUPPLEMENTAL REQUEST

Additional Funding - Replacement of Benches

DEPT/ DIV NO.	DEPARTMENT NAME	DIVISION NAME	TOTAL COST
3645	LEISURE SERVICES	TENNIS	$ 5,630

Justification

Currently, the benches that are on all 15 courts are over 10 years old and in disrepair. There is limited seating for players and spectators on each court. This is hindering the ability for players to sit down when needed, in addition to lowering the overall experience for spectators. Funding will cover the purchase of 15 benches at $375.00 each.

Required Resources

Personnel Costs

Number of Positions (A)	Title	Salary (B)	Fringe Benefits (C)	Cost A x (B+C)
			-	-
			-	-
			-	-
			Total Personnel Costs	$ -

Recurring Operating Costs

Account Number	Description	Cost
	Total Recurring Operating Costs	$ -

One -Time Costs

Account Number	Description	Cost
52-07	Non-Capital Furniture	5,630
	Total One-Time Costs	$ 5,630

Benefits

New benches are needed to improve aesthetics and to provide better seating for the patrons and spectators.

PROGRAM MODIFICATION-SUPPLEMENTAL REQUEST

Additional Funding - Fence Repairs

DEPT/ DIV NO.	DEPARTMENT NAME	DIVISION NAME	TOTAL COST
3645	LEISURE SERVICES	TENNIS	$ 7,500

Justification

The fence posts on several of the tennis courts, including access gates, are showing significant signs of rusting. These posts were installed over 16 years ago. In some cases, the fence is in a weakened condition and needs to be replaced. This work will require a contractor.

Required Resources

Personnel Costs

Number of Positions (A)	Title	Salary (B)	Fringe Benefits (C)	Cost A x (B+C)
			-	-
			-	-
			-	-
			Total Personnel Costs	$ -

Recurring Operating Costs

Account Number	Description	Cost
	Total Recurring Operating Costs	$ -

One -Time Costs

Account Number	Description	Cost
46-31	Maint Sports Facilities	7,500
	Total One-Time Costs	$ 7,500

Benefits

The posts need to be replaced in order to provide a safe environment for players and spectators.

CAPITAL OUTLAY REQUEST

DEPT/ DIV NO.	DEPARTMENT NAME	DIVISION NAME	TOTAL COST
3645	LEISURE SERVICES	TENNIS	$ 38,750

#	Acct. # (XX-XX)	Quantity	Item	Description and Justification	Unit Cost	Extended Cost
1	64-01	1	Back Gate Camera/ Buzzer	***NEW*** A camera and buzzer for back gate is needed for the Tennis Center. This will increase security, while allowing for additional access and use of adjacent parking lot.	2,000	2,000
2	63-01	8	Canopies	***REPLACEMENT*** The eight (8) canopies on the courts at the Tennis club (replaced in 2001) are showing significant signs of deterioration and discoloration. Costly repairs were made this year to one of the canopies. Replacement is recommended.	3,800	30,400
3	64-01	1	Rally Backboard	***NEW*** There have been a large number of member requests to be able to practice without the need for a second player. This backboard is placed against a wall to enhance programming and practice opportunities.	6,350	6,350
						-
						-

CITY OF SUNRISE
FLORIDA

THEATRE (3646-573)

PROGRAM/SERVICES DESCRIPTION

The Theatre Division supports an intimate, 300-seat theatre featuring a full production-size stage and orchestra pit. The division is committed to hosting musicals, ballets, concerts and multi-cultural performances that appeal to a broad cross-section of the City's residents. The Division is also responsible for the Civic Center's Art Gallery, showcasing traveling and local art exhibits and hosting opening receptions. The Division also oversees the Civic Center's Amphitheater which hosts the popular Tunes 'n Trucks Concert Series. The Theatre Division's technical staff provides support for departmental programs, special events, facility rentals, City Commission meetings and City functions.

FY 2015/2016 HIGHLIGHTS AND ACCOMPLISHMENTS

- Served as host for the "Centerpiece Night," "Sunset at Sunrise," and "Israeli Evening" events for the prestigious Fort Lauderdale International Film Festival.
- Increased the number of theatre rentals by 300%, as of March 2016, over last year's numbers during the same timeframe.
- Attracted an estimated 3,400 visitors to the Tunes 'n Trucks Concert held in March featuring local band, "Mr. Nice Guy," the largest recorded participation at the Amphitheater to-date.

FY 2016/2017 OBJECTIVES/GOALS

- Increase use of social media and other marketing tools to promote upcoming shows and increase ticket sales.
- Identify and utilize themes to increase the number of cross-over events that incorporate both the theatre and art gallery.
- Evaluate trends in the market to diversify programming and increase participation.

PERFORMANCE MEASURES	FY 2014/2015 ACTUAL	FY 2015/2016 TARGET	3/31/2016 ACTUAL	FY 2016/2017 TARGET
Number of theatre rentals	22	60	52	65
Revenue generated from rentals	$26,661	$30,000	$17,092	$32,000
Number of City sponsored events	116	125	42	125
Revenue generated from City sponsored events	$39,666	$36,000	$17,104	$40,000

THEATRE (3646-573)

	FY 13/14 ACTUALS	FY 14/15 ACTUALS	FY 15/16 ADOPTED	FY 16/17 ADOPTED
REVENUES				
Service Revenues	$ 33,202	$ 35,656	$ 34,000	$ 34,000
TOTAL REVENUES	**$ 33,202**	**$ 35,656**	**$ 34,000**	**$ 34,000**
EXPENDITURES				
Personnel Services	$ 188,413	$ 249,131	$ 206,920	$ 211,920
Operating Expenses	51,961	58,204	66,720	62,220
Capital Outlay	1,462	117,239	45,100	-
TOTAL EXPENDITURES	**$ 241,836**	**$ 424,574**	**$ 318,740**	**$ 274,140**

SIGNIFICANT CHANGES FROM FISCAL YEAR 2015/2016 ADOPTED BUDGET

PERSONNEL SERVICES	$ 5,000

The positive variance is primarily attributed to organizational and base salary changes and increases in pension.

OPERATING EXPENSES	$ (4,500)

The negative variance is primarily attributed to the one-time funding of furniture.

PERSONNEL COMPLEMENT

POSITION TITLE	FY 13/14 ACTUALS	FY 14/15 ACTUALS	FY 15/16 ADOPTED	FY 16/17 ADOPTED
Theatre Manager	1	1	0	0
Recreation Specialist	0	0	1	1
Technical Assistant	0	1	1	1
Clerk Typist I PT	1	1	1	1
Technical Assistant PT	2	1	1	1
Technical Director PT	1	1	1	1
TOTAL POSITIONS	**5**	**5**	**5**	**5**

THEATRE (3646-573)

		FY 13/14 ACTUALS	FY 14/15 ACTUALS	FY 15/16 ADOPTED	FY 16/17 ADOPTED
SERVICE REVENUES					
347.90-07	Civic Center Theatre	$ 33,202	$ 35,656	$ 34,000	$ 34,000
	TOTAL SERVICE REVENUES	**$ 33,202**	**$ 35,656**	**$ 34,000**	**$ 34,000**
	TOTAL REVENUES	**$ 33,202**	**$ 35,656**	**$ 34,000**	**$ 34,000**
PERSONNEL SERVICES					
12-01	Salaries	$ 158,047	$ 117,311	$ 87,300	$ 71,300
13-00	Salaries/Part-Time	-	69,701	59,150	59,960
14-01	Overtime/Time And A Half	5,367	4,070	5,000	5,000
14-02	Overtime/Straight Time	1,734	2,759	9,000	9,000
15-03	Leave Payout	-	10,147	-	-
21-01	SS & Medicare Matching	12,618	15,539	12,270	11,110
22-01	Pension-General	-	11,593	10,930	23,470
23-01	Health	6,152	13,421	17,300	27,740
24-00	Workers' Compensation	4,495	4,590	5,970	4,340
	TOTAL PERSONNEL SERVICES	**$ 188,413**	**$ 249,131**	**$ 206,920**	**$ 211,920**
OPERATING EXPENSES					
34-20	Misc Contract Services	$ -	$ -	$ -	$ 45,000
46-29	Maint Other Equipment	3,772	5,466	7,000	7,000
47-01	Printing & Binding	-	770	1,000	1,000
47-02	Photocopying Costs	98	-	-	-
49-11	Special Rec Programs	443	847	1,200	-
49-13	Entertainment	43,000	45,285	45,000	-
51-01	Office Supplies	200	350	350	350
52-06	Non-Capital Equipment & Parts	-	2,356	2,500	2,500
52-07	Non-Capital Furniture	-	-	4,500	-
52-15	Lighting/Electrical	1,169	2,189	2,500	2,500
52-17	Small Equipment	1,144	-	-	-
52-90	Other Supplies & Expenses	2,015	-	-	-
52-95	Other Materials & Supplies	-	941	2,400	3,600
54-01	Subs & Memberships	120	-	270	270
	TOTAL OPERATING EXPENSES	**$ 51,961**	**$ 58,204**	**$ 66,720**	**$ 62,220**
CAPITAL OUTLAY					
64-01	Machines & Equipment	$ -	$ 117,239	$ 43,000	$ -
64-02	Computer Equipment	1,462	-	2,100	-
	TOTAL CAPITAL OUTLAY	**$ 1,462**	**$ 117,239**	**$ 45,100**	**$ -**
	TOTAL EXPENDITURES	**$ 241,836**	**$ 424,574**	**$ 318,740**	**$ 274,140**

CITY OF SUNRISE
FLORIDA

SPECIAL EVENTS (3647-572)

PROGRAM/SERVICES DESCRIPTION

The Special Events Division provides affordable leisure activities for Sunrise residents. These events enhance quality of life by providing opportunities for families to celebrate holidays, experience cultural arts, and connect with one another in a safe and fun environment.

FY 2016/2017 OBJECTIVES/GOALS

◊ To organize and execute over 35 City-wide special events throughout the year.

◊ Initiate a new event, "Taste of Sunrise," which will promote local restaurants and provide an enjoyable event to the public.

◊ Increase revenue generated from all special event vendors.

PERFORMANCE MEASURES	FY 2014/2015 ACTUAL	FY 2015/2016 TARGET	3/31/2016 ACTUAL	FY 2016/2017 TARGET
Total number of special events	N/A	N/A	N/A	31
Total number of estimated attendees	N/A	N/A	N/A	48,000
Revenue generated from event admission	N/A	N/A	N/A	$18,000
Revenue generated from event vendors	N/A	N/A	N/A	$15,000

* New Division created in FY 2016/2017; prior years history was included in the Programs Division, 3644.

SPECIAL EVENTS (3647-572)

	FY 13/14 ACTUALS	FY 14/15 ACTUALS	FY 15/16 ADOPTED	FY 16/17 ADOPTED
REVENUES				
Service Revenues	$ -	$ -	$ -	$ 5,000
TOTAL REVENUES	**$ -**	**$ -**	**$ -**	**$ 5,000**
EXPENDITURES				
Personnel Services	$ -	$ -	$ -	$ 293,160
Operating Expenses	-	-	-	265,140
TOTAL EXPENDITURES	**$ -**	**$ -**	**$ -**	**$ 558,300**

SIGNIFICANT CHANGES FROM FISCAL YEAR 2015/2016 ADOPTED BUDGET

PERSONNEL SERVICES $ 293,160

The positive variance is primarily attributed to the transfer of personnel from the Administration and Programs Divisions to the new Special Events Division.

OPERATING EXPENSES $ 265,140

The positive variance is primarily attributed to the transfer of funding from the Programs Division to the new Special Events Division.

PERSONNEL COMPLEMENT

POSITION TITLE	FY 13/14 ACTUALS	FY 14/15 ACTUALS	FY 15/16 ADOPTED	FY 16/17 ADOPTED
Division Director	0	0	0	1
Recreation Supervisor	0	0	0	1
Recreation Programmer	0	0	0	1
TOTAL POSITIONS	**0**	**0**	**0**	**3**

SPECIAL EVENTS (3647-572)

		FY 13/14 ACTUALS	FY 14/15 ACTUALS	FY 15/16 ADOPTED	FY 16/17 ADOPTED
SERVICE REVENUES					
347.40-04	Woodstock Festival	$ -	$ -	$ -	$ 5,000
	TOTAL SERVICE REVENUES	**$ -**	**$ -**	**$ -**	**$ 5,000**
	TOTAL REVENUES	**$ -**	**$ -**	**$ -**	**$ 5,000**
PERSONNEL SERVICES					
12-01	Salaries	$ -	$ -	$ -	$ 181,610
21-01	SS & Medicare Matching	-	-	-	13,900
22-01	Pension-General	-	-	-	60,140
23-01	Health	-	-	-	36,840
23-06	Dental	-	-	-	200
23-07	Catastrophic/Intensive Care	-	-	-	470
	TOTAL PERSONNEL SERVICES	**$ -**	**$ -**	**$ -**	**$ 293,160**
OPERATING EXPENSES					
34-20	Misc Contract Services	$ -	$ -	$ -	$ 134,490
44-01	Rental - Automobiles	-	-	-	4,500
44-05	Rental - Equipment	-	-	-	2,800
44-09	Rental - Other	-	-	-	46,790
45-07	Programs/Events	-	-	-	1,300
46-13	Maint Communication Equip	-	-	-	2,800
49-08	Permits & Licenses	-	-	-	300
51-01	Office Supplies	-	-	-	2,200
52-03	Uniforms	-	-	-	500
52-70	Concessions	-	-	-	1,100
52-95	Other Materials & Supplies	-	-	-	68,110
55-01	Training Registration	-	-	-	250
	TOTAL OPERATING EXPENSES	**$ -**	**$ -**	**$ -**	**$ 265,140**
	TOTAL EXPENDITURES	**$ -**	**$ -**	**$ -**	**$ 558,300**

*New Division created in FY 2016/2017; prior years actuals were included in the Programs Division, 3644.

PROGRAM MODIFICATION-SUPPLEMENTAL REQUEST

Department Reorganization - New Special Events Division

DEPT/ DIV NO.	DEPARTMENT NAME	DIVISION NAME	TOTAL COST
3647	LEISURE SERVICES	SPECIAL EVENTS	$ 558,300

Justification

As part of our process to improve departmental efficiencies, we are requesting the Special Events portion of the Programs Division (3644) budget be separated into its own Division and subsequent budget. No additional funding (personnel or operating) is needed. As part of the reorganization, it is requested to retitle the Special Events Coordinator to a Division Director (Special Events & Cultural Arts). The position will remain aligned with the Division Director (Facilities) and the Division Director (Recreation Programs & Operations). It is also being requested to retitle the Assistant Special Events Coordinator to a Recreation Supervisor (Special Events). This position will remain aligned with the other Recreation Supervisors (Cultural Arts, Athletics, Aquatics, Youth Programs, Facilities, etc.) The salary and pay grades of these positions will remain the same.

Required Resources

Personnel Costs

Number of Positions (A)	Title	Salary (B)	Fringe Benefits (C)	Cost A x (B+C)
1	Division Director	71,350	38,860	**110,210**
1	Recreation Supervisor	58,530	32,960	**91,490**
1	Recreation Programmer	51,730	39,730	**91,460**
			Total Personnel Costs	**$ 293,160**

Recurring Operating Costs

Account Number	Description	Cost
	Various Account Numbers	**265,140**
	Total Recurring Operating Costs	**$ 265,140**

One -Time Costs

Account Number	Description	Cost
	Total One-Time Costs	**$ -**

Benefits

The separation of Programs and Special Events will improve departmental fiscal accountability by properly allocating funding sources. Additionally, this will enable us to create a more efficient tracking system, and subsequently improve the efficiencies within the organization.

CITY OF SUNRISE
FLORIDA

FACILITIES MAINTENANCE & OPERATIONS (4240-519)

PROGRAM/SERVICES DESCRIPTION

The Facilities Maintenance and Operations Section plans for, operates, maintains, and preserves City facilities. The Section provides limited management of facilities improvements and minor construction renovations projects through third party vendors and contractors. The Section is responsible for 240,000 square feet (70 buildings) of City-owned facilities and provides service to departments in 24,000 square feet of leased space.

FY 2015/2016 HIGHLIGHTS AND ACCOMPLISHMENTS

- Implemented a Preventative Maintenance Program to properly maintain the life of existing building systems in the City facilities and to develop metrics for ongoing measurement of preventive maintenance activities.
- Continued the replacement of end-of-useful life A/C units at Fire Stations.
- Replaced and updated the Formica in the kitchen at Fire Station 92.

FY 2016/2017 OBJECTIVES/GOALS

- Ensure optimum effectiveness of staff and improve ability to assign staff to highest priority needs by standardizing base skill levels for all maintenance staff.
- Facilities roofing management strategies will be implemented to enumerate, itemize, and prioritize roofing repair needs.
- Heating, ventilation and air conditioning (HVAC) maintenance strategies will be implemented to allow for the prioritization and effective maintenance of facilities that operate 24 hours a day and 7 days a week.

PERFORMANCE MEASURES	FY 2014/2015 ACTUAL	FY 2015/2016 TARGET	3/31/2016 ACTUAL	FY 2016/2017 TARGET
Average number of monthly routine maintenance calls	N/A	N/A	60	105
Average number of monthly routine maintenance calls completed	N/A	N/A	60	105
Average number monthly preventative calls scheduled	N/A	N/A	50	155
Average number monthly preventative calls completed	N/A	N/A	50	155

FACILITIES MAINTENANCE & OPERATIONS (4240-519)

	FY 13/14 ACTUALS	FY 14/15 ACTUALS	FY 15/16 ADOPTED	FY 16/17 ADOPTED
EXPENDITURES				
Personnel Services	$ 535,291	$ 334,137	$ 351,040	$ 356,750
Operating Expenses	933,443	2,545,820	3,116,340	2,964,860
Capital Outlay	-	290,196	25,000	80,500
TOTAL EXPENDITURES	**$ 1,468,734**	**$ 3,170,153**	**$ 3,492,380**	**$ 3,402,110**

SIGNIFICANT CHANGES FROM FISCAL YEAR 2015/2016 ADOPTED BUDGET

PERSONNEL SERVICES $ 5,710

The positive variance is primarily attributed to cost of living and merit increases and annual increases in pension and insurance benefits.

OPERATING EXPENSES $ (151,480)

The negative variance is primarily attributed to a reduction in professional consulting contracts, tree replacement, lower electricity costs, and the transfer of funding to the new Public Works Division.

CAPITAL OUTLAY $ 55,500

The positive variance is due to changes in capital needs from year to year. In FY 2017, the budget includes a/c replacements at various City facilities.

PERSONNEL COMPLEMENT

Note: This budget includes the portion of salary and benefit costs of positions that are split-funded. These positions are reflected in the personnel complement for the Utilities Facilities Maintenance & Operations Division (401-4240).

FACILITIES MAINTENANCE & OPERATIONS (4240-519)

		FY 13/14 ACTUALS	FY 14/15 ACTUALS	FY 15/16 ADOPTED	FY 16/17 ADOPTED
PERSONNEL SERVICES					
12-01	Salaries	$ 332,320	$ 216,088	$ 225,220	$ 216,670
14-01	Overtime/Time And A Half	5,648	3,003	4,000	4,000
14-02	Overtime/Straight Time	5,335	2,296	3,750	3,750
21-01	SS & Medicare Matching	25,224	16,457	17,820	17,160
22-01	Pension-General	91,258	49,871	50,040	62,940
23-01	Health	60,991	33,512	42,120	44,310
24-00	Workers' Compensation	14,515	12,910	8,090	7,920
	TOTAL PERSONNEL SERVICES	**$ 535,291**	**$ 334,137**	**$ 351,040**	**$ 356,750**
OPERATING EXPENSES					
31-30	Professional Services	$ -	$ -	$ 125,000	$ 45,000
34-05	Building Maint Services	410,919	377,072	499,000	306,700
34-10	Fire Alarm Maintenance	-	6,231	-	8,540
34-20	Misc Contract Services	34,907	56,414	74,050	220,980
34-21	Grounds Maintenance	-	-	146,690	-
34-43	Painting	-	-	-	50,000
41-01	Communications	1,593	529	600	1,060
41-04	Postage	85,818	-	-	-
43-01	Electricity	113,272	1,259,493	1,301,520	1,249,530
43-10	Water & Wastewater	21,711	475,277	496,680	512,600
43-15	Stormwater	5,982	109,712	109,050	119,080
44-05	Rental - Equipment	-	4,464	2,500	5,500
46-10	Fleet Charges	11,712	-	-	-
46-11	Maint Office Equipment	1,120	-	-	-
46-13	Maint Communication Equip	-	88	-	-
46-14	Maint Grounds/Equipment	-	-	250	-
46-29	Maint Other Equipment	-	-	-	5,000
46-40	Maint Building	211,583	246,936	337,000	376,750
49-08	Permits & Licenses	2,402	1,300	7,500	2,500
51-01	Office Supplies	376	265	200	200
52-01	Gas & Oil	24,610	-	-	-
52-03	Uniforms	2,648	2,345	4,000	6,920
52-06	Non-Capital Equipment & Parts	-	-	4,000	51,000
52-12	Custodial	-	153	-	-
52-14	Building Maintenance	-	-	5,000	2,000
52-17	Small Equipment	950	-	-	-
52-43	Small Hand Tools	-	1,666	1,800	-
52-90	Other Supplies & Expenses	2,835	-	-	-
52-95	Other Materials & Supplies	-	3,875	-	-
54-01	Subs & Memberships	205	-	500	500
54-02	Tuition	800	-	-	-
55-01	Training Registration	-	-	1,000	1,000
	TOTAL OPERATING EXPENSES	**$ 933,443**	**$ 2,545,820**	**$ 3,116,340**	**$ 2,964,860**
CAPITAL OUTLAY					
62-03	Improvements	$ -	$ 224,309	$ -	$ 80,500
64-01	Machines & Equipment	-	65,887	25,000	-
	TOTAL CAPITAL OUTLAY	**$ -**	**$ 290,196**	**$ 25,000**	**$ 80,500**
	TOTAL EXPENDITURES	**$ 1,468,734**	**$ 3,170,153**	**$ 3,492,380**	**$ 3,402,110**

PROGRAM MODIFICATION-SUPPLEMENTAL REQUEST

Energy Audits of Municipal Buildings

DEPT/ DIV NO.	DEPARTMENT NAME	DIVISION NAME	TOTAL COST
001-4240	UTILITIES	FACILITIES MAINTENANCE & OPERATIONS	$ 20,000

Justification

Energy audits will provide a road map of investments to yield on-going annual savings. Audits typically identify annual saving opportunities of 10% to 20%. Energy audits are a best practice for fiscally responsible portfolio management of our facility assets. The audits will evaluate our aging facilities and assess the cost of improvements and the return on investment (payback period) providing useful information for Facilities maintenance and capital planning. The goal is to reduce operating, downtime and maintenance costs. Energy audit costs vary depending on building type, age, building systems and the depth of analysis required. Cost basis here is 0.15 cents per square foot based on U.S. Department of Energy reports of average costs for American Society of Heating, Refrigerating, and Air-Conditioning Engineers (ASHRAE) Level II Audits. Based on this, $20,000 should be sufficient to assess 133,333 square feet.

Required Resources

Personnel Costs

Number of Positions (A)	Title	Salary (B)	Fringe Benefits (C)	Cost A x (B+C)
			-	-
			-	-
			-	-
			Total Personnel Costs	$ -

Recurring Operating Costs

Account Number	Description	Cost
	Total Recurring Operating Costs	$ -

One -Time Costs

Account Number	Description	Cost
31-30	Professional Services	20,000
	Total One-Time Costs	$ 20,000

Benefits

Energy audits can inform strategic investment decisions by helping to determine the most cost effective improvements, or bundle of improvements that will result in on-going savings. The findings can be used to prioritize, plan, budget and schedule upgrades and can be used to inform maintenance - repair/replacement decisions. Audits will inform sound capital improvement project planning. Analysis may also inform the design of cost saving operational protocols; from powering down computers and printers at nights to running non-time sensitive energy intensive activities during non-peak rate hours.

PROGRAM MODIFICATION-SUPPLEMENTAL REQUEST

Facilities Roofing Program & Other Maintenance Services

DEPT/ DIV NO.	DEPARTMENT NAME	DIVISION NAME	TOTAL COST
001-4240	UTILITIES	FACILITIES MAINTENANCE & OPERATIONS	$ 132,450

Justification

The Facilities Maintenance and Operations Section plans for, operates, maintains, and preserves City facilities. This Division provides limited management of facilities improvements and minor construction renovation projects through third party vendors and contractors. The Division is responsible for approximately 240,000 square feet of City-owned facilities, including roofing systems. A program modification is required to ensure that all roofing systems are properly inspected and maintained to promote roofing system longevity.

Required Resources

Personnel Costs

Number of Positions (A)	Title	Salary (B)	Fringe Benefits (C)	Cost A x (B+C)
			-	-
			-	-
			-	-
			Total Personnel Costs	$ -

Recurring Operating Costs

Account Number	Description	Cost
46-40	Maint Building	$132,450
	Total Recurring Operating Costs	$ 132,450

One -Time Costs

Account Number	Description	Cost
	Total One-Time Costs	$ -

Benefits

The Facilities Roofing Program is being developed with the intent of structuring the periodic maintenance and repair/replacement of roofing systems on City-owned facilities. By detailed inspection and assessment of existing roofing systems, roof maintenance can be scheduled to prevent major problems from developing.

PROGRAM MODIFICATION-SUPPLEMENTAL REQUEST

Facilities Professional Services

DEPT/ DIV NO.	DEPARTMENT NAME	DIVISION NAME	TOTAL COST
001-4240	UTILITIES	FACILITIES MAINTENANCE & OPERATIONS	$ 25,000

Justification

Professional Services by outside consultants are necessary to provide guidance and solutions for complex facilities maintenance needs.

Required Resources

Personnel Costs

Number of Positions (A)	Title	Salary (B)	Fringe Benefits (C)	Cost A x (B+C)
			-	-
			-	-
			-	-
			Total Personnel Costs	**$ -**

Recurring Operating Costs

Account Number	Description	Cost
31-30	Professional Services	$25,000
	Total Recurring Operating Costs	**$ 25,000**

One -Time Costs

Account Number	Description	Cost
	Total One-Time Costs	**$ -**

Benefits

Assistance by outside consultants provides necessary support to facility staff to resolve complex maintenance issues.

PROGRAM MODIFICATION-SUPPLEMENTAL REQUEST

Transfer - Funding to New Public Works Division

DEPT/ DIV NO.	DEPARTMENT NAME	DIVISION NAME	TOTAL COST
001-4240	UTILITIES	FACILITIES MAINTENANCE & OPERATIONS	$ (70,060)

Justification

In an effort to streamline the funding of core public works operations, it is important to create a Public Works Division within the Utilities Department. The new Public Works Division will have the responsibility for maintenance of public right-a-ways, litter removal, landscaping, irrigation, and other general city maintenance. In order to create the new Division, personnel and expenses are being transferred from other Funds. The new Division will be funded with General Fund dollars. There is no increase in City funding for this new Division. The new Public Works Division will be a part of the Utilities Department and will report to the Utilities Management Team.

Required Resources

Personnel Costs

Number of Positions (A)	Title	Salary (B)	Fringe Benefits (C)	Cost A x (B+C)
				-
			-	-
			-	-
			Total Personnel Costs	$ -

Recurring Operating Costs

Account Number	Description	Cost
34-21	Grounds Maintenance	(70,060)
	Total Recurring Operating Costs	$ (70,060)

One -Time Costs

Account Number	Description	Cost
	Total One-Time Costs	$ -

Benefits

With the creation of the new Public Works Division within the Utilities Department, staff will be able to become more efficient with their operations. Furthermore, this new Division will consolidate the funding needed to manage the core public works operations.

PROGRAM MODIFICATION-SUPPLEMENTAL REQUEST

Fire Station Repairs and Modifications

DEPT/ DIV NO.	DEPARTMENT NAME	DIVISION NAME	TOTAL COST
4240	UTILITIES	FACILITIES MAINTENANCE & OPERATIONS	$ 50,000

Justification

This funding will allow for the repairs and modifications to Fire Stations 39, 59, 83 and 92 in Sunrise. The work could include repairs to decorative stone masonry, replacement of cabinetry and countertops throughout the stations, replacement of doors that are deteriorating from rust, and replacement of water heaters, as needed.

Required Resources

Personnel Costs

Number of Positions (A)	Title	Salary (B)	Fringe Benefits (C)	Cost A x (B+C)
			-	-
			-	-
			-	-
			Total Personnel Costs	**$ -**

Recurring Operating Costs

Account Number	Description	Cost
	Total Recurring Operating Costs	**$ -**

One -Time Costs

Account Number	Description	Cost
46-40	Maint Building	50,000
	Total One-Time Costs	**$ 50,000**

Benefits

These repairs will improve and extend the life of the Fire Stations.

CAPITAL OUTLAY REQUEST

DEPT/ DIV NO.	DEPARTMENT NAME	DIVISION NAME	TOTAL COST
001-4240	UTILITIES	FACILITIES MAINTENANCE & OPERATIONS	$ 80,500

#	Acct. # (XX-XX)	Quantity	Item	Description and Justification	Unit Cost	Extended Cost
1	62-03	2	Air Conditioning Units	***REPLACEMENT*** Two (2) units at Nob Hill Soccer Club Park are 16 years old and their life expectancy is 15 years.	6,500	13,000
2	62-03	2	Air Conditioning Units	***REPLACEMENT*** Two (2) units at Fire Station 92 AHU 3 & 4 are 20 years old and their life expectancy is 15 years.	8,500	17,000
3	62-03	3	Air Conditioning Coils	***REPLACEMENT*** The air conditioning coils in the three (3) units at Public Safety Complex Building are 6 years old and their life expectancy is 15 years. The three units that are being replaced are located in the pump room & electrical room 3 LG mini. split #LSU186CE or Equal.	3,500	10,500
4	62-03	1	Air Conditioning Units	***REPLACEMENT*** The current chiller at Roarke Hall is in poor condition and cannot be maintained without damaging the unit. While staff were performing preventative maintenance procedures to the unit, fins on the coils started to fall off. A Trane 25 ton split unit was installed in 1996 and needs to be replaced.	40,000	40,000
						-

CITY OF SUNRISE
FLORIDA

PUBLIC WORKS (4321-541)

PROGRAM/SERVICES DESCRIPTION

The Public Works Division is responsible for beautifying public areas by designing, constructing, and maintaining property at City-owned facilities. The Division regularly reviews and maintains the landscaping and hardscaping within public areas, and implements best management practices with regards to replacement materials. Crews pressure clean, apply polymeric sand, and seal coat rights-of-way brick pavers, concrete separators, and curbs. This Division also manages the various contractors that maintain the landscaping and irrigation at facilities such as City Hall, the five Fire Stations, the Senior Center, and the Public Safety Complex.

FY 2015/2016 HIGHLIGHTS AND ACCOMPLISHMENTS

- Completed Panther Pkwy right-of-way revitalization through pressure cleaning and seal coating of median pavers and curbing.
- Completed the Weston Road right-of-way median revitalization program through pressure cleaning and seal coating of median pavers and curbing.

FY 2016/2017 OBJECTIVES/GOALS

- Expand the Rights-of-Way revitalization program through pressure cleaning and seal coating of pavers and pressure cleaning of median curbs.

PERFORMANCE MEASURE	FY 2014/2015 ACTUAL	FY 2015/2016 TARGET	3/31/2016 ACTUAL	FY 2016/2017 TARGET
Square foot of pavers/concrete medians maintained	14850	50000	45259	100000

PUBLIC WORKS (4321-541)

	FY 13/14 ACTUALS	FY 14/15 ACTUALS	FY 15/16 ADOPTED	FY 16/17 ADOPTED
EXPENDITURES				
Personnel Services	$ -	$ -	$ -	$ 334,020
Operating Expenses	-	-	-	431,630
TOTAL EXPENDITURES	**$ -**	**$ -**	**$ -**	**$ 765,650**

SIGNIFICANT CHANGES FROM FISCAL YEAR 2015/2016 ADOPTED BUDGET

PERSONNEL SERVICES $ 334,020

The positive variance is primarily attributed to the transfer of personnel into the new Public Works Division.

OPERATING EXPENSES $ 431,630

The positive variance is primarily attributed to the transfer of funding into the new Public Works Division.

PERSONNEL COMPLEMENT

POSITION TITLE	FY 13/14 ACTUALS	FY 14/15 ACTUALS	FY 15/16 ADOPTED	FY 16/17 ADOPTED
Maintenance Worker I	0	0	0	2
Maintenance Worker II	0	0	0	1
Sprinkler Mechanic	0	0	0	1
Administrative Assistant I	0	0	0	1
TOTAL POSITIONS	**0**	**0**	**0**	**5**

PUBLIC WORKS (4321-541)

		FY 13/14 ACTUALS	FY 14/15 ACTUALS	FY 15/16 ADOPTED	FY 16/17 ADOPTED
PERSONNEL SERVICES					
12-01	Salaries	$ -	$ -	$ -	$ 193,620
21-01	SS & Medicare Matching	-	-	-	14,810
22-01	Pension-General	-	-	-	47,580
23-01	Health	-	-	-	64,580
24-00	Workers' Compensation	-	-	-	13,430
	TOTAL PERSONNEL SERVICES	**$ -**	**$ -**	**$ -**	**$ 334,020**
OPERATING EXPENSES					
34-20	Misc Contract Services	$ -	$ -	$ -	$ 50,000
34-21	Grounds Maintenance	-	-	-	270,060
34-22	Tree Maintenance	-	-	-	70,500
46-13	Maint Communication Equip	-	-	-	240
49-48	Earth Day Celebration	-	-	-	1,200
52-02	Chemicals	-	-	-	4,000
52-03	Uniforms	-	-	-	2,300
52-13	Irrigation	-	-	-	2,300
53-01	Street Maintenance	-	-	-	13,000
53-03	Median Strip R&R	-	-	-	18,000
54-01	Subs & Memberships	-	-	-	30
	TOTAL OPERATING EXPENSES	**$ -**	**$ -**	**$ -**	**$ 431,630**
	TOTAL EXPENDITURES	**$ -**	**$ -**	**$ -**	**$ 765,650**

*New Division created in FY 2016/2017.

PROGRAM MODIFICATION-SUPPLEMENTAL REQUEST

Transfer - Streets Maintenance & Stormwater Personnel to Public Works

DEPT/ DIV NO.	DEPARTMENT NAME	DIVISION NAME	TOTAL COST
4321	UTILITIES	PUBLIC WORKS	$ 765,650

Justification

In an effort to streamline the funding of core public works operations, it is important to create a Public Works Division within the Utilities Department. The new Public Works Division will have the responsibility for maintenance of public right-a-ways, litter removal, landscaping, irrigation, and other general city maintenance. In order to create the new Division, personnel and expenses are being transferred from other Funds. The new Division will be funded with General Fund dollars and the General Fund subsidy to the Fuel and Roadway fund will have a commensurate reduction. There is no increase in City funding for this new Division. The new Public Works Division will be a part of the Utilities Department and will report to the Utilities Management Team.

Required Resources

Personnel Costs

Number of Positions (A)	Title	Salary (B)	Fringe Benefits (C)	Cost A x (B+C)
	Various	193,620	140,400	334,020
			-	-
			-	-
			Total Personnel Costs	$ 334,020

Recurring Operating Costs

Account Number	Description	Cost
34-20	Misc Contract Services	50,000
34-21	Grounds Maintenance	270,060
34-22	Tree Maintenance	70,500
46-13	Maint Communication Equip	240
49-48	Earth Day Celebration	1,200
52-02	Chemicals	4,000
52-03	Uniforms	2,300
52-13	Irrigation	2,300
53-01	Street Maintenance	13,000
53-03	Median Strip R&R	18,000
54-01	Subs & Memberships	30
	Total Recurring Operating Costs	$ 431,630

Benefits

With the creation of the new Public Works Division within the Utilities Department, staff will be able to become more efficient with their operations. Furthermore, this new Division will consolidate the funding needed to manage the core public works operations.

NON-DEPARTMENTAL (4901-519)

	FY 13/14 ACTUALS	FY 14/15 ACTUALS	FY 15/16 ADOPTED	FY 16/17 ADOPTED
EXPENDITURES				
Personnel Services	$ 1,665,280	$ 1,360,572	$ 1,586,050	$ 1,636,440
Operating Expenses	3,274,851	8,609,255	9,168,490	9,897,350
Capital Outlay	2,450	914,955	-	-
Grants & Aids	215,011	150,877	209,340	234,970
Other Uses	5,181,675	20,029,457	4,670,950	3,012,470
TOTAL EXPENDITURES	**$ 10,339,267**	**$ 31,065,116**	**$ 15,634,830**	**$ 14,781,230**

SIGNIFICANT CHANGES FROM FISCAL YEAR 2015/2016 ADOPTED BUDGET

PERSONNEL SERVICES $ 50,390

The positive variance is primarily attributed to an increase in retiree health benefits.

OPERATING EXPENSES $ 728,860

The positive variance is primarily attributed to an increase in IT charges for General Fund Departments.

GRANTS & AIDS $ 25,630

The positive variance is primarily attributed to an increase in community scholarships.

OTHER USES $ (1,658,480)

The negative variance is primarily attributed to no General Fund transfer to General Capital Projects Fund 325.

NON-DEPARTMENTAL (4901-519)

		FY 13/14 ACTUALS	FY 14/15 ACTUALS	FY 15/16 ADOPTED	FY 16/17 ADOPTED
PERSONNEL SERVICES					
13-01	Temporary & Seasonal	$ 30,556	$ 34,160	$ 36,000	$ 36,000
13-08	Interns	29,668	10,523	29,000	29,000
15-03	Leave Payout	1,497,723	-	-	-
21-01	SS & Medicare Matching	4,607	84,000	96,590	101,570
23-02	Disability Long-Term	6,839	5,696	6,550	6,550
23-03	Life & Accident, Death, Dis	89,074	99,512	102,690	102,690
23-05	Long Term Care	-	63,918	-	-
25-00	Unemployment Compensation	6,813	9,518	15,000	10,000
26-03	Retiree Health Ins Monthly	-	818,858	970,740	1,015,890
26-04	Preservation Of Benefits (POB)	-	234,387	240,730	246,410
26-05	Retiree Long Term Care	-	-	70,310	70,310
26-06	Retiree Life And AD&D Insurance	-	-	18,440	18,020
	TOTAL PERSONNEL SERVICES	**$ 1,665,280**	**$ 1,360,572**	**$ 1,586,050**	**$ 1,636,440**
OPERATING EXPENSES					
31-11	Legal Services	$ 179,786	$ -	$ -	$ -
31-13	Labor Relations	75,884	-	-	-
31-20	Medical Services	28,206	30,923	-	-
31-30	Professional Services	150,646	193,573	185,000	100,000
34-03	Property Appraiser	18,245	-	-	-
34-07	Software Support	-	-	1,200	-
34-20	Misc Contract Services	2,539	-	-	-
34-26	Tree Removal/Replacement	375	1,300	2,000	-
36-03	Retiree Health Insurance/POB	1,084,326	-	-	-
40-04	Travel/In-County	-	240	-	-
40-05	Travel/Out Of County	-	1,413	-	-
43-54	Sanitation Charges	-	-	-	220,860
45-01	Liability	877,392	991,572	920,500	960,900
45-02	Property	452,696	411,786	463,300	441,400
45-04	Bond Insurance	3,564	3,755	3,100	3,400
45-05	Flood	43,920	57,236	61,400	76,900
45-06	Boiler & Machinery	5,201	4,770	6,000	5,500
45-07	Programs/Events	1,048	1,048	1,300	-
45-08	Liab Underground Storage	745	733	1,000	1,000
46-10	Fleet Charges	-	4,764,563	5,012,280	4,000,850
46-53	IT Charges	-	1,854,590	2,385,410	3,911,940
47-02	Photocopying Costs	80	-	-	-
48-01	Public Relations	7,257	3,625	7,000	5,000
48-03	Advertising	52,952	48,834	75,000	75,000
48-04	Economic Development	32,571	183,667	-	46,300
49-01	Lien Recording Fees	13,739	-	-	-
49-03	Boards	50,223	-	-	-
49-06	Elections	795	-	-	-
49-07	Employee Appreciation	40,688	-	-	-
49-32	Property Expenditure	2,270	-	-	-
49-59	Settlement Charges	3,500	-	-	-

NON-DEPARTMENTAL (4901-519)

		FY 13/14 ACTUALS	FY 14/15 ACTUALS	FY 15/16 ADOPTED	FY 16/17 ADOPTED
52-90	Other Supplies & Expenses	$ 1,973	$ -	$ -	$ -
52-95	Other Materials & Supplies	-	320	-	-
54-01	Subs & Memberships	25,898	9,500	4,000	8,300
54-02	Tuition	118,332	-	-	-
55-01	Training Registration	-	34,048	-	-
55-02	Tuition Reimbursement	-	11,759	40,000	40,000
	TOTAL OPERATING EXPENSES	**$ 3,274,851**	**$ 8,609,255**	**$ 9,168,490**	**$ 9,897,350**
CAPITAL OUTLAY					
61-00	Land Purchase	$ -	$ 914,955	$ -	$ -
64-04	Furniture & Equipment	2,450	-	-	-
	TOTAL CAPITAL OUTLAY	**$ 2,450**	**$ 914,955**	**$ -**	**$ -**
GRANTS & AIDS					
82-01	Chamber of Commerce	$ -	$ -	$ 15,000	$ -
82-03	Symphony Orchestra	-	15,000	15,000	15,000
82-04	Area Agency On Aging	48,208	47,241	59,990	59,990
82-12	Family Central Inc.	55,884	55,884	28,460	26,090
82-23	Donations	59,379	2,500	25,000	50,000
82-59	Broward Reg Health Plan Council	-	-	55,890	55,890
82-60	Chamber of Commerce	-	-	-	15,000
83-03	Community Scholarships	7,407	10,000	10,000	13,000
83-05	Home Buyer Incentive Prog	44,133	20,252	-	-
	TOTAL GRANTS & AIDS	**$ 215,011**	**$ 150,877**	**$ 209,340**	**$ 234,970**
OTHER USES					
99-00	Contingency	$ -	$ -	$ 766,640	$ 734,900
91-05	To Fund 105	-	9,292,889	-	-
91-19	To Fund 191	-	633,730	485,400	920,310
91-35	To Fund 325	1,610,000	3,837,658	1,705,950	-
91-36	To Fund 326	-	-	97,130	-
91-44	To Fund 420	725,904	688,320	749,670	921,380
91-45	To Fund 430	845,771	865,320	866,160	435,880
91-53	To Fund 503	2,000,000	4,711,540	-	-
	TOTAL OTHER USES	**$ 5,181,675**	**$ 20,029,457**	**$ 4,670,950**	**$ 3,012,470**
	TOTAL EXPENDITURES	**$ 10,339,267**	**$ 31,065,116**	**$ 15,634,830**	**$ 14,781,230**

PROGRAM MODIFICATION-SUPPLEMENTAL REQUEST

Economic Development Program

DEPT/ DIV NO.	DEPARTMENT NAME	DIVISION NAME	TOTAL COST
4901	NON-DEPARTMENTAL		$ 40,000

Justification

The City of Sunrise Economic Development program is committed to creating, diversifying, and enhancing job growth and to promote business development and stability. The City is a strong supporter of businesses and the development community and we strive to attract and retain businesses with the highest and best use possible. As part of our economic development efforts and to ensure a global competitive advantage, the Economic Development Team will be expanding our marketing efforts to include promotional items, professional brochures, advertising, and a professional video to showcase the City.

Required Resources

Personnel Costs

Number of Positions (A)	Title	Salary (B)	Fringe Benefits (C)	Cost A x (B+C)
			-	-
			-	-
			-	-
			Total Personnel Costs	$ -

Recurring Operating Costs

Account Number	Description	Cost
48-04	Economic Development	40,000
	Total Recurring Operating Costs	$ 40,000

One -Time Costs

Account Number	Description	Cost
	Total One-Time Costs	$ -

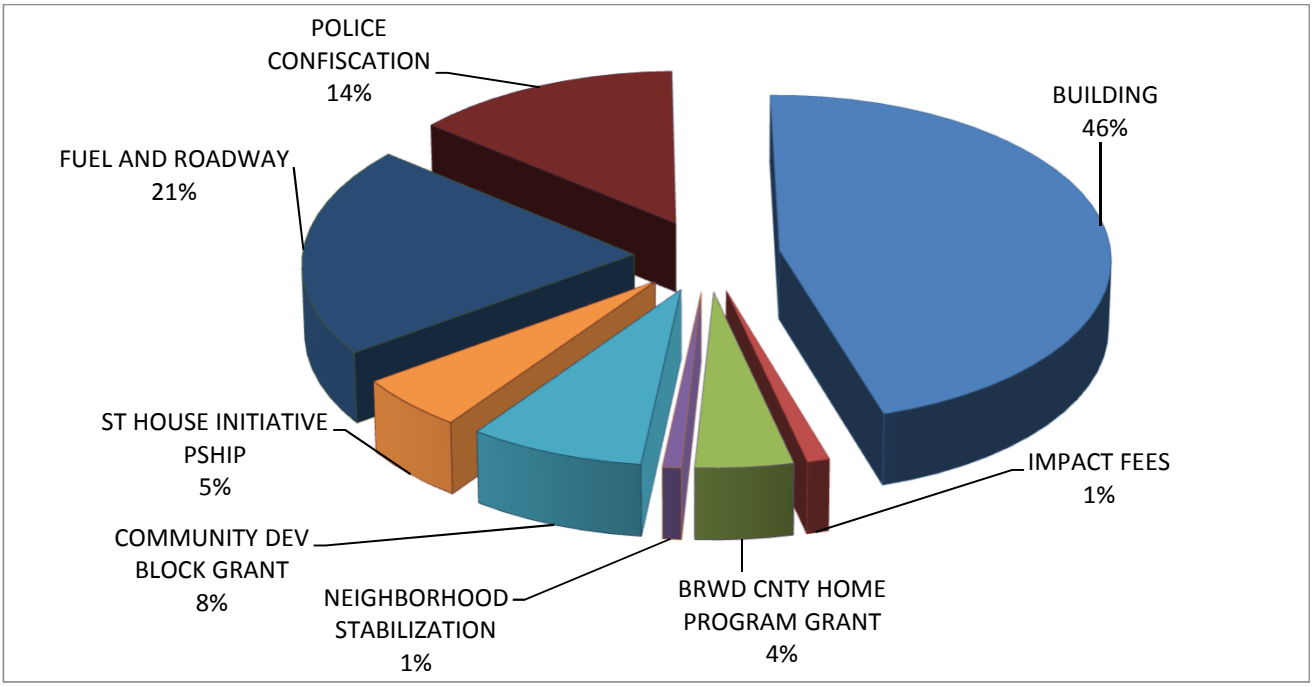
Benefits

Our economic development program is an effective means of bringing new businesses on the City's tax roll and increasing our property values. This leads to increased job opportunities and additional property tax revenue for the City.

SPECIAL REVENUE FUNDS SUMMARY
BY FUND

FUND	FY 2013/2014 ACTUAL	FY 2014/2015 ACTUAL	FY 2015/2016 ADOPTED	FY 2016/2017 ADOPTED	% TOTAL BUDGET
BUILDING	$ -	$ 14,986,686	$ 7,439,110	$ 7,406,170	45.61%
IMPACT FEES	83,115	460,236	56,800	167,700	1.03%
HOMELND URBN SEC INTVE GR	472,084	34,958	-	-	0.00%
BRWD CNTY HOME PROGRAM GR	372,368	73,317	254,020	732,920	4.51%
BRWD CNTY DISASTR REC INT	1,848	49,786	-	-	0.00%
NEIGHBORHOOD STABILIZATION	1,147,742	(101,017)	10,700	140,530	0.87%
COMMUNITY DEV BLOCK GRANT	399,977	396,706	844,350	1,313,440	8.09%
ST HOUSE INITIATIVE PSHIP	64,322	371,474	618,670	850,410	5.24%
FUEL AND ROADWAY	1,675,075	3,099,883	3,251,490	3,391,850	20.89%
POLICE CONFISCATION	4,374,081	1,818,384	2,073,000	2,236,040	13.77%
TOTAL	**$ 8,590,612**	**$ 21,190,413**	**$ 14,548,140**	**$ 16,239,060**	**100.00%**

FY 2016/2017 - Special Revenue Funds
$16,239,060



FUND 105 - BUILDING (3308-524)

PROGRAM/SERVICES DESCRIPTION

The Building Division safeguards public health, safety, and general welfare through the administration and enforcement of the Florida Building Code and all local ordinances to ensure the highest level of building code compliance. The Building Division provides the following services: performs plan review for all commercial and residential construction; performs mandatory inspections for all phases of construction to ensure compliance with building safety regulations; collects permit fees and issues permits for all new residential, commercial and industrial construction as well as residential and commercial improvements; issues Certificates of Completion and Certificates of Occupancy; and processes building code violations before the Special Magistrate and Unsafe Structures Board.

FY 2015/2016 HIGHLIGHTS AND ACCOMPLISHMENTS

◊ Created a How-to-Guide for Early Start Requests to allow construction to commence prior to permit issuance.

◊ Implemented walk-through permitting for roofs, windows/doors, shutters, and garage doors for one and two family dwellings.

◊ Selected a new Enterprise Resource Planning (ERP) software to provide significant process and customer service improvement.

FY 2016/2017 OBJECTIVES/GOALS

◊ Create a How-to-Guide for Certificate of Occupancy Requests to streamline the process and improve customer service,

◊ Map and develop business process for implementation of new Enterprise Resource Planning (ERP) software.

◊ Evaluate expansion of the walk-through permitting to include a/c change outs, water heaters, and service/panel changes for one and two family dwellings.

PERFORMANCE MEASURES	FY 2014/2015 ACTUAL	FY 2015/2016 TARGET	3/31/2016 ACTUAL	FY 2016/2017 TARGET
Number of permit applications processed	9,702	9,000	3,476	9,000
Percentage of common shelf permit applications processed within 15 days	90%	92%	95%	94%
Number of permits Issued	7,125	9,000	3,476	9,000
Number of requested Inspections	24,924	25,000	13,527	25,000

FUND 105 - BUILDING (3308-524)

	FY 13/14 ACTUALS	FY 14/15 ACTUALS	FY 15/16 ADOPTED	FY 16/17 ADOPTED
REVENUES				
Licenses & Permits	$ 7,022,604	$ 5,678,369	$ 5,543,150	$ 6,801,900
Miscellaneous Revenues	-	15,428	-	11,670
Other Sources	-	9,292,889	1,895,960	592,600
TOTAL REVENUES	**$ 7,022,604**	**$ 14,986,686**	**$ 7,439,110**	**$ 7,406,170**
EXPENDITURES				
Personnel Services	$ 2,750,161	$ 3,571,670	$ 4,493,890	$ 4,668,210
Operating Expenses	602,313	1,506,257	2,104,680	2,167,960
Capital Outlay	1,415	181,406	20,000	70,000
Other Uses	-	-	820,540	500,000
TOTAL EXPENDITURES	**$ 3,353,889**	**$ 5,259,333**	**$ 7,439,110**	**$ 7,406,170**
NET RESULTS	**$ 3,668,715**	**$ 9,727,353**	**$ -**	**$ -**

SIGNIFICANT CHANGES FROM FISCAL YEAR 2015/2016 ADOPTED BUDGET

REVENUES $ (32,940)

The negative variance is primarily attributed to a reduction in the amount transferred from Fund Balance.

PERSONNEL SERVICES $ 174,320

The positive variance is primarily attributed to cost of living and merit increases and annual increases in pension and insurance benefits and the addition of a new Program Analyst position.

OPERATING EXPENSES $ 63,280

The positive variance is primarily attributed to a contractual increase in the building lease payment.

CAPITAL OUTLAY $ 50,000

The positive variance is due to changes in capital needs from year to year. In FY 2017, the budget includes vehicle replacements.

OTHER USES $ (320,540)

The negative variance is primarily attributed to the elimination of a transfer to Fund 503.

PERSONNEL COMPLEMENT

POSITION TITLE	FY 13/14 ACTUALS	FY 14/15 ACTUALS	FY 15/16 ADOPTED	FY 16/17 ADOPTED
Building Official	0	0	1	1
Assistant Building Official	0	1	1	1
Administrative Officer I	1	1	1	1
Chief Building Inspector	1	1	0	0
Chief Structural Inspector	0	0	1	1
Chief Electrical Inspector	1	1	1	1
Chief Mechanical Inspector	1	1	1	1
Chief Plumbing Inspector	1	1	1	1
Clerk Typist II	1	1	1	1
Building Inspector	4	4	8	8
Mechanical Inspector	1	1	0	0
Electrical Inspector	1	1	0	0
Deputy Dir Community Development	0	1	1	1
Permit Services Specialist	8	8	8	9
Permit Service Supervisor	1	1	1	1
Plans Examiner	11	11	10	10
Plans Specialist	1	1	1	1
Administrative Assistant II	1	1	1	1
Code Enforcement Coordinator	0	0	0	1
Program Analyst	0	0	0	1
Assistant Building Director PT	1	1	0	0
Code Enforcement Coordinator PT	1	1	1	0
Permit Services Specialist PT	1	1	1	0
TOTAL POSITIONS	**37**	**39**	**40**	**41**

FUND 105 - BUILDING (3308-524)

		FY 13/14 ACTUALS	FY 14/15 ACTUALS	FY 15/16 ADOPTED	FY 16/17 ADOPTED
LICENSES & PERMITS					
322.01-00	Alterations & Additions	$ 2,315,878	$ 1,253,852	$ 1,800,000	$ 1,800,000
322.02-00	Plumbing	631,509	422,680	445,000	475,000
322.03-00	Electrical	1,091,046	880,614	800,000	1,000,000
322.04-00	Roofing	129,230	113,706	125,000	125,000
322.05-00	Swimming Pool	1,522	2,434	1,500	3,000
322.06-00	Heating/Air Conditioning	1,213,669	880,786	910,000	1,050,000
322.07-00	Backflow Inspections	96,020	79,380	75,000	75,000
322.10-00	General Starts	741,731	1,278,053	700,000	1,500,000
322.50-04	Maintenance Certification	22,748	26,101	16,650	50,000
322.90-05	Contract Overtime	-	2,341	-	2,500
322.90-11	Technology Fee	329,364	267,678	250,000	301,400
322.90-12	Open Permit Search Fee	134,600	147,080	120,000	120,000
322.99-00	Miscellaneous	315,287	323,664	300,000	300,000
	TOTAL LICENSES & PERMITS	**$ 7,022,604**	**$ 5,678,369**	**$ 5,543,150**	**$ 6,801,900**
MISCELLANEOUS REVENUES					
361.10-01	Interests & Dividends	$ -	$ 14,451	$ -	$ 5,280
361.10-03	Investment Income	-	-	-	6,390
361.39-00	Inc(Dec) Fair Value Other	-	977	-	-
	TOTAL SERVICE REVENUES	**$ -**	**$ 15,428**	**$ -**	**$ 11,670**
OTHER SOURCES					
381.01-00	General Fund 001	$ -	$ 9,292,889	$ -	$ -
389.90-10	From Fund Balance	-	-	1,895,960	592,600
	TOTAL OTHER SOURCES	**$ -**	**$ 9,292,889**	**$ 1,895,960**	**$ 592,600**
	TOTAL REVENUES	**$ 7,022,604**	**$ 14,986,686**	**$ 7,439,110**	**$ 7,406,170**
PERSONNEL SERVICES					
12-01	Salaries	$ 1,732,642	$ 2,215,873	$ 2,773,130	$ 2,925,160
13-00	Salaries/Part-Time	213	33,911	40,360	-
14-01	Overtime/Time And A Half	7,346	11,491	20,000	20,000
14-02	Overtime/Straight Time	35,651	63,853	50,000	55,000
15-03	Leave Payout	-	37,659	-	-
15-04	Auto Allowance	-	1,681	-	-
21-01	SS & Medicare Matching	130,761	174,710	220,560	229,090
22-01	Pension-General	547,365	655,352	782,900	783,730
22-04	401A Contributions	-	-	-	1,400
23-01	Health	248,587	338,058	557,640	597,510
23-05	Long Term Care	-	-	-	480
23-06	Dental	-	495	-	100
23-07	Catastrophic/Intensive Care	-	867	-	410
24-00	Workers' Compensation	47,596	37,720	49,300	55,330
	TOTAL PERSONNEL SERVICES	**$ 2,750,161**	**$ 3,571,670**	**$ 4,493,890**	**$ 4,668,210**
OPERATING EXPENSES					
31-30	Professional Services	$ 128,066	$ 12,725	$ 200,000	$ 200,000
34-02	Records Retention	3,712	21,777	30,000	30,000
34-04	Temporary Services	24,000	22,982	15,000	15,000
34-07	Software Support	-	647	1,200	1,100
34-20	Misc Contract Services	59,015	1,066	42,300	42,300
40-01	Travel & Per Diem	2,714	-	-	-

FUND 105 - BUILDING (3308-524)

		FY 13/14 ACTUALS	FY 14/15 ACTUALS	FY 15/16 ADOPTED	FY 16/17 ADOPTED
40-02	Local Mileage	$ -	$ 8	$ 100	$ 150
40-04	Travel/In-County	-	30	270	270
40-05	Travel/Out Of County	-	32	4,000	4,000
41-01	Communications	26,373	4,018	8,000	5,320
41-06	Communication Equipment	-	1,457	650	730
44-02	Rental - Buildings	188,369	293,661	326,630	332,360
44-06	Copiers	-	6,007	6,080	3,600
44-07	Per Print Cost	-	201	1,300	1,300
45-01	Liability	-	-	37,600	44,800
45-04	Bond Insurance	-	-	200	200
46-10	Fleet Charges	25,279	-	99,670	96,870
46-11	Maint Office Equipment	3,944	3,965	5,600	5,800
46-53	IT Charges	-	160,000	205,600	229,180
47-01	Printing & Binding	5,451	5,768	7,000	7,000
47-02	Photocopying Costs	6,489	-	-	-
49-08	Permits & Licenses	-	-	2,610	3,870
49-20	Title Searches	-	150	-	-
49-26	Credit Card Fees	13,605	12,509	15,000	17,000
49-33	Unsafe Structure/Demo & Maint	21,586	2,200	25,000	25,000
49-54	Vehicle Replacement Funding	25,261	-	-	-
49-90	Admin Chargeback-Gen Fund	-	900,000	1,021,440	1,041,870
51-01	Office Supplies	6,642	8,071	8,800	9,100
52-01	Gas & Oil	14,332	-	-	-
52-03	Uniforms	7,783	7,521	12,820	15,300
52-06	Non-Capital Equipment & Parts	1,280	5,225	1,800	4,500
52-07	Non-Capital Furniture	14,836	-	-	2,500
52-08	Non-Capital Computer	-	3,497	-	1,200
52-10	Medical/Safety Supplies	-	-	-	3,000
52-17	Small Equipment	489	-	-	-
52-47	Safety Equipment/Supplies	-	865	3,000	-
52-90	Other Supplies & Expenses	10,301	-	-	-
52-95	Other Materials & Supplies	-	4,130	4,150	5,400
54-01	Subs & Memberships	3,217	18,363	6,370	6,570
54-04	Tuition & Training	4,611	-	-	-
54-07	Certifications	4,958	-	-	-
55-01	Training Registration	-	9,382	12,490	12,670
	TOTAL OPERATING EXPENSES	**$ 602,313**	**$ 1,506,257**	**$ 2,104,680**	**$ 2,167,960**
CAPITAL OUTLAY					
64-01	Machines & Equipment	$ -	$ 1,697	$ -	$ -
64-02	Computer Equipment	1,415	4,141	20,000	-
64-05	Motor Vehicles	-	175,568	-	70,000
	TOTAL CAPITAL OUTLAY	**$ 1,415**	**$ 181,406**	**$ 20,000**	**$ 70,000**
OTHER USES					
91-53	To Fund 503	$ -	$ -	$ 320,540	$ -
99-00	Contingency	-	-	500,000	500,000
	TOTAL OTHER USES	$ -	$ -	$ 820,540	$ 500,000
	TOTAL EXPENDITURES	**$ 3,353,889**	**$ 5,259,333**	**$ 7,439,110**	**$ 7,406,170**

*Building Fund created in FY 2015; FY 2014 actuals are combined with the General Fund.

PROGRAM MODIFICATION-SUPPLEMENTAL REQUEST

Conversion - Code Enforcement Coordinator PT to FT

DEPT/ DIV NO.	DEPARTMENT NAME	DIVISION NAME	TOTAL COST
3308	COMMUNITY DEVELOPMENT	BUILDING	$ 32,610

Justification

The Community Development Department is requesting the conversion of the part-time Code Enforcement Coordinator in the Building Division to full-time. Responsibilities include processing of all Florida Building Code cases, 40-year Building Safety Inspection Reports and subsequent 10-year Building Safety Inspection Reports, and unsafe structure cases. The current workload for the entire Building Division is not manageable with one part-time employee.

Required Resources

Personnel Costs

Number of Positions (A)	Title	Salary (B)	Fringe Benefits (C)	Cost A x (B+C)
(1)	Code Enforcement Coordinator PT	24,647	1,890	**(26,540)**
1	Code Enforcement Coordinator FT	37,919	21,230	**59,150**
			-	**-**
			Total Personnel Costs	**$ 32,610**

Recurring Operating Costs

Account Number	Description	Cost
	Total Recurring Operating Costs	**$ -**

One -Time Costs

Account Number	Description	Cost
	Total One-Time Costs	**$ -**

Benefits

The conversion of the part-time Code Enforcement Coordinator in the Building Division to full-time will provide the necessary staffing to ensure compliance with the Florida Building Code is maintained, provide a direct back-up to the Code Enforcement Coordinator in the Code Enforcement Division (cross utilization of resources), and provide a constant a resource for customers.

PROGRAM MODIFICATION-SUPPLEMENTAL REQUEST

Conversion - Permit Service Specialist PT to FT

DEPT/ DIV NO.	DEPARTMENT NAME	DIVISION NAME	TOTAL COST
3308	COMMUNITY DEVELOPMENT	BUILDING	$ 30,290

Justification

Due to the increasing workload, the department is requesting the conversion of the part-time Permit Service Specialist in the Building Division to full-time. The appropriate staffing for the processing of permit assistance, triage, intake, routing, pricing, issuing, and inspection requests is a critical component to providing and maintaining good customer service.

Required Resources

Personnel Costs

Number of Positions (A)	Title	Salary (B)	Fringe Benefits (C)	Cost A x (B+C)
(1)	Permit Service Specialist PT (26 hrs)	22,887	1,750	**(24,640)**
1	Permit Service Specialist FT	35,211	19,720	**54,930**
			-	**-**
			Total Personnel Costs	**$ 30,290**

Recurring Operating Costs

Account Number	Description	Cost
	Total Recurring Operating Costs	**$ -**

One -Time Costs

Account Number	Description	Cost
	Total One-Time Costs	**$ -**

Benefits

The conversion of the part-time Permit Service Specialist in the Building Division to full-time provides for the resources necessary to facilitate the successful implementation and maintenance of walk through permitting for single-family building permits involving one discipline and to continue to provide the expected level of customer service. In addition, this request provides the opportunity for succession planning.

PROGRAM MODIFICATION-SUPPLEMENTAL REQUEST

New Position - Program Analyst

DEPT/ DIV NO.	DEPARTMENT NAME	DIVISION NAME	TOTAL COST
3308	COMMUNITY DEVELOPMENT	BUILDING	$ 102,520

Justification

The Community Development Department is requesting a new position, Program Analyst, for the Building Division. A Program Analyst will provide a dedicated resource with the required credentials to manage and perform the required tasks to implement the new ERP (computer database and tracking software) system, maintain the business modules within the Division, and continue to implement new and improved procedures. In addition, a Program Analyst will have an in depth understanding of the Building Division's business functions to provide immediate support to all staff and external customers experiencing technical challenges, minimizing delays to the customer. The Program Analyst will be responsible for creating and maintaining all departmental reporting functions including performance measure reports.

Required Resources

Personnel Costs

Number of Positions (A)	Title	Salary (B)	Fringe Benefits (C)	Cost A x (B+C)
1	Program Analyst	64,642	36,200	100,840
			-	-
			-	-
			Total Personnel Costs	$ 100,840

Recurring Operating Costs

Account Number	Description	Cost
52-03	Uniforms	100
	Total Recurring Operating Costs	$ 100

One -Time Costs

Account Number	Description	Cost
52-08	Non-Capital Computer	1,200
41-06	Communication Equipment	380
	Total One-Time Costs	$ 1,580

Benefits

The addition of a Program Analyst to the Community Development Department Building Division will allow the successful implementation and full utilization of functions within the ERP to maximize transparency and real-time communication with customers such as real-time inspection results and electronic plan review. This position provides a dedicated resource allowing existing staff to continue to focus on the core functions of Building - development related items, existing residential and commercial permitting, and code compliance.

CAPITAL OUTLAY REQUEST

DEPT/ DIV NO.	DEPARTMENT NAME	DIVISION NAME	TOTAL COST
3308	COMMUNITY DEVELOPMENT	BUILDING	$ 70,000

#	Acct. # (XX-XX)	Quantity	Item	Description and Justification	Unit Cost	Extended Cost
				REPLACEMENT		
1	64-05	2	Building Staff Vehicle Replacements	Replacement of 2 Building Division staff vehicles.		70,000
						-
						-
						-
						-

FUND 125 - IMPACT FEES

PROGRAM/SERVICES DESCRIPTION

This fund accounts for the receipts and disbursements of impact fees received from developers pursuing construction within the City limits.

		FY 13/14 ACTUALS	FY 14/15 ACTUALS	FY 15/16 ADOPTED	FY 16/17 ADOPTED
LICENSES & PERMITS					
324.12-10	Law Enforcement	$ 6,704	$ 21,906	$ 3,000	$ 3,000
324.12-20	Fire Control	35,074	115,936	35,000	35,000
324.32-92	Z66 Median Improvement	14,480	3,925	2,500	2,500
324.32-93	Z67 Median Improvement	24,206	73,975	15,000	15,000
324.32-94	Z69 Median Improvement	3,733	-	100	100
324.32-95	Z70 Median Improvement	-	838	100	100
324.62-10	Recreation Land Fee	-	237,361	100	100
	TOTAL LICENSES & PERMITS	**$ 84,197**	**$ 453,941**	**$ 55,800**	**$ 55,800**
MISCELLANEOUS REVENUES					
361.02-00	Super Now Accounts	$ 26	$ -	$ -	$ -
361.03-00	CD's & T-Bills	1,343	-	-	-
361.10-01	Interest & Dividends	-	6,148	1,000	3,000
361.10-03	Investment Income	-	-	-	1,500
361.20-00	State Pool	45	-	-	-
361.30-00	Inc (Dec) Fair Value SBA	(2,492)	-	-	-
361.39-00	Inc (Dec) Fair Value Other	(4)	147	-	-
	TOTAL MISCELLANEOUS REVENUES	**$ (1,082)**	**$ 6,295**	**$ 1,000**	**$ 4,500**
OTHER SOURCES					
389.91-30	Transfer From Police Fees	$ -	$ -	$ -	$ 107,400
	TOTAL OTHER SOURCES	**$ -**	**$ -**	**$ -**	**$ 107,400**
	TOTAL REVENUES	**$ 83,115**	**$ 460,236**	**$ 56,800**	**$ 167,700**
OTHER USES					
91-02	To General Fund 001	$ -	$ -	$ -	$ 107,400
91-35	To Fund 325	190,000	-	-	-
98-00	To Fund Balance	-	-	56,800	60,300
	TOTAL OTHER USES	**$ 190,000**	**$ -**	**$ 56,800**	**$ 167,700**
	TOTAL EXPENDITURES	**$ 190,000**	**$ -**	**$ 56,800**	**$ 167,700**

FUND 140 - HOMELAND URBAN SECURITY INITIATIVE GRANT

PROGRAM/SERVICES DESCRIPTION

This fund provides funding from the U.S. Department of Homeland Security (DHS), through the Office of Grants and Training (OG&T) to the Fort Lauderdale Urban Areas through the Urban Area Security Initiative (UASI) Grant Program. This grant program is designed to enhance and quantify the preparedness of the nation to combat terrorism. Funding is provided to address unique equipment, training, planning, and exercise needs and is administered by the Police Department.

		FY 13/14 ACTUALS	FY 14/15 ACTUALS	FY 15/16 ADOPTED	FY 16/17 ADOPTED
INTERGOVERNMENT REVENUES					
331.40-00	Homeland Sec Urban Area Init	$ 472,084	$ 34,958	$ -	$ -
	TOTAL INTERGOVERNMENT REVENUES	**$ 472,084**	**$ 34,958**	**$ -**	**$ -**
	TOTAL REVENUES	**$ 472,084**	**$ 34,958**	**$ -**	**$ -**
OPERATING EXPENSES					
52-17	Small Equipment	$ 39,429	$ -	$ -	$ -
54-02	Tuition	80,730	-	-	-
	TOTAL OPERATING EXPENSES	**$ 120,159**	**$ -**	**$ -**	**$ -**
CAPITAL OUTLAY					
64-01	Machines & Equipment	$ 185,638	$ 34,958	$ -	$ -
64-03	Radio & Comm Equipment	130,273	-	-	-
	TOTAL CAPITAL OUTLAY	**$ 315,911**	**$ 34,958**	**$ -**	**$ -**
	TOTAL EXPENDITURES	**$ 436,070**	**$ 34,958**	**$ -**	**$ -**

FUND 145 - BROWARD COUNTY HOME CONSORTIUM GRANT

PROGRAM/SERVICES DESCRIPTION

This fund accounts for the receipt and disbursements of the Broward County Home Consortium grant funding and is administered by the Community Development Department.

		FY 13/14 ACTUALS	FY 14/15 ACTUALS	FY 15/16 ADOPTED	FY 16/17 ADOPTED
INTERGOVERNMENT REVENUES					
337.50-01	Broward County Home Prg Grant	$ 190,716	$ 73,317	$ 254,020	$ 212,920
	TOTAL INTERGOVERNMENT REVENUES	**$ 190,716**	**$ 73,317**	**$ 254,020**	**$ 212,920**
MISCELLANEOUS REVENUES					
369.92-00	Home Sales	$ 181,652	$ -	$ -	$ -
	TOTAL MISCELLANEOUS REVENUES	**$ 181,652**	**$ -**	**$ -**	**$ -**
OTHER SOURCES					
389.90-10	From Fund Balance	$ -	$ -	$ -	$ 520,000
	TOTAL MISCELLANEOUS REVENUES	**$ -**	**$ -**	**$ -**	**$ 520,000**
	TOTAL REVENUES	**$ 372,368**	**$ 73,317**	**$ 254,020**	**$ 732,920**
GRANTS AND AIDS					
82-01	Minor Home Repair	$ 3,958	$ -	$ -	$ -
82-02	Purchase Assistance	104,241	-	-	100,000
82-20	Land Acquisition	-	-	-	70,000
82-40	Rehab Services Contract	3,550	-	-	-
82-54	Minor Home Repair	-	83,375	254,020	562,920
	TOTAL GRANTS AND AIDS	**$ 111,749**	**$ 83,375**	**$ 254,020**	**$ 732,920**
	TOTAL EXPENDITURES	**$ 111,749**	**$ 83,375**	**$ 254,020**	**$ 732,920**

FUND 147 - NEIGHBORHOOD STABILIZATION GRANT FUND

PROGRAM/SERVICES DESCRIPTION

This fund accounts for funding provided by the Housing and Economic Recovery Act of 2008 (HERA) to address foreclosures and abandoned properties within the City. This fund accounts for the receipt and disbursement of Neighborhood Stabilization grant funding and is administered by the Community Development Department.

		FY 13/14 ACTUALS	FY 14/15 ACTUALS	FY 15/16 ADOPTED	FY 16/17 ADOPTED
INTERGOVERNMENT REVENUES					
331.53-01	Neighborhood Stabilization	$ 767,446	$ (101,017)	$ -	$ -
	TOTAL INTERGOVERNMENT REVENUES	**$ 767,446**	**$ (101,017)**	**$ -**	**$ -**
MISCELLANEOUS REVENUES					
369.01-00	From Fund Balance	$ -	$ -	$ -	$ 140,530
369.92-00	Home Sales	380,296	-	-	-
	TOTAL MISCELLANEOUS REVENUES	**$ 380,296**	**$ -**	**$ -**	**$ 140,530**
OTHER SOURCES					
389.90-10	From Fund Balance	$ -	$ -	$ 10,700	$ -
	TOTAL MISCELLANEOUS REVENUES	**$ -**	**$ -**	**$ 10,700**	**$ -**
	TOTAL REVENUES	**$ 1,147,742**	**$ (101,017)**	**$ 10,700**	**$ 140,530**
PERSONNEL SERVICES					
12-01	Salaries	$ 35,178	$ -	$ -	$ -
21-01	SS & Medicare Matching	2,694	-	-	-
22-01	Pension-General	12,082	-	-	-
23-01	Health	3,502	-	-	-
24-00	Workers' Compensation	159	-	-	-
	TOTAL PERSONAL SERVICES	**$ 53,615**	**$ -**	**$ -**	**$ -**
OPERATING EXPENSES					
31-30	Professional Services	$ -	$ 3,330	$ 10,000	$ 10,000
34-02	Records Retention	-	232	200	200
55-01	Training Registration	-	-	500	500
	TOTAL OPERATING EXPENSES	**$ -**	**$ 3,562**	**$ 10,700**	**$ 10,700**
CAPITAL OUTLAY					
65-22	Administrative Cost	$ 33,346	$ -	$ -	$ -
	TOTAL CAPITAL OUTLAY	**$ 33,346**	**$ -**	**$ -**	**$ -**
GRANTS AND AIDS					
82-20	Land Acquisition	$ 81,574	$ -	$ -	$ 129,830
82-40	Rehab Services Contract	1,400	-	-	-
82-54	Minor Home Repair	726,493	12,003	-	-
	TOTAL GRANTS AND AIDS	**$ 809,467**	**$ 12,003**	**$ -**	**$ 129,830**
	TOTAL EXPENDITURES	**$ 896,428**	**$ 15,565**	**$ 10,700**	**$ 140,530**

FUND 155 - COMMUNITY DEVELOPMENT BLOCK GRANT

PROGRAM/SERVICES DESCRIPTION

This fund accounts for funding provided by the U.S. Department of Housing and Urban Development (HUD) to address housing and community development needs within the City. This grant fund is administered by the Community Development Department.

		FY 13/14 ACTUALS	FY 14/15 ACTUALS	FY 15/16 ADOPTED	FY 16/17 ADOPTED
INTERGOVERNMENT RVENUES					
331.50-06	CDBG-Comm Dev Block Grant	$ -	$ -	$ 844,350	$ 1,313,440
331.70-24	CDBG Revenue-Year 24	-	-	-	-
331.70-25	CDBG Revenue-Year 25	376,594	15,000	-	-
331.70-26	CDBG Revenue-Year 26	-	325,000	-	-
331.70-27	CDBG Revenue-Year 27	-	49,390	-	-
	TOTAL INTERGOVERNMENT REVENUES	**$ 376,594**	**$ 389,390**	**$ 844,350**	**$ 1,313,440**
MISCELLANEOUS REVENUES					
369.90-00	Other Miscellaneous	$ 23,383	$ 7,316	$ -	$ -
	TOTAL OTHER SOURCES	**$ 23,383**	**$ 7,316**	**$ -**	**$ -**
	TOTAL REVENUES	**$ 399,977**	**$ 396,706**	**$ 844,350**	**$ 1,313,440**
CODE ENFORCEMENT (3103)					
PERSONNEL SERVICES					
12-01	Salaries	$ 55,585	$ 39,165	$ 45,070	$ 46,200
14-02	Overtime/Straight Time	76	5	-	-
21-01	SS & Medicare Matching	4,108	2,646	3,450	3,530
22-01	Pension-General	497	13,076	13,990	15,240
23-01	Health	6,206	13,975	9,470	17,970
24-00	Workers' Compensation	1,640	1,132	1,020	1,060
	TOTAL PERSONNEL SERVICES	**$ 68,112**	**$ 69,999**	**$ 73,000**	**$ 84,000**
PLANNING (3301)					
PERSONNEL SERVICES					
12-01	Salaries	$ 21,095	$ 47,255	$ 55,650	$ 60,350
14-01	Overtime/Time And A Half	182	176	-	-
14-02	Overtime/Straight Time	28	100	-	-
21-01	SS & Medicare Matching	1,433	3,417	4,260	4,260
22-01	Pension-General	7,541	9,956	7,350	7,800
22-04	401A Contributions	-	717	960	960
23-01	Health	6,355	9,224	11,840	12,500
23-05	Long Term Care	-	380	540	540
23-06	Dental	-	45	70	70
23-07	Catastrophic/Intensive Care	-	125	180	180
24-00	Workers' Compensation	53	100	110	130
	TOTAL PERSONNEL SERVICES	**$ 36,687**	**$ 71,495**	**$ 80,960**	**$ 86,790**
OPERATING EXPENSES					
31-30	Professional Services	$ -	$ 20,948	$ 15,000	$ 15,000
40-05	Travel/Out Of County	-	14	-	-
40-06	Travel/Out Of State	-	-	3,000	3,000
42-01	Postage	-	15	-	-

FUND 155 - COMMUNITY DEVELOPMENT BLOCK GRANT

		FY 13/14 ACTUALS	FY 14/15 ACTUALS	FY 15/16 ADOPTED	FY 16/17 ADOPTED
51-01	Office Supplies	$ -	$ 43	$ 800	$ 800
52-95	Other Materials & Supplies	-	66	-	-
54-01	Subs & Memberships	-	-	1,500	1,500
55-01	Training Registration	-	125	1,200	1,200
	TOTAL OPERATING EXPENSES	**$ -**	**$ 21,211**	**$ 21,500**	**$ 21,500**
CAPITAL OUTLAY					
65-22	Administrative Cost	$ 5,598	$ -	$ -	$ -
	TOTAL CAPITAL OUTLAY	**$ 5,598**	**$ -**	**$ -**	**$ -**
PROGRAM SERVICE DELIVERY (3307)					
PERSONNEL SERVICES					
12-01	Salaries	$ 70,492	$ 71,162	$ 55,650	$ 46,510
14-01	Overtime/Time And A Half	182	176	-	-
14-02	Overtime/Straight Time	28	100	-	-
21-01	SS & Medicare Matching	5,214	5,246	4,260	3,560
22-01	Pension-General	27,954	12,239	7,350	7,770
22-04	401A Contributions	-	1,434	960	680
23-01	Health	11,628	11,160	9,760	11,590
23-05	Long Term Care	-	711	540	380
23-06	Dental	-	90	70	50
23-07	Catastrophic/Intensive Care	-	250	180	130
24-00	Workers' Compensation	118	140	160	130
	TOTAL PERSONNEL SERVICES	**$ 115,616**	**$ 102,708**	**$ 78,930**	**$ 70,800**
LEISURE SERVICES (3601)					
PERSONNEL SERVICES					
12-01	Salaries	$ 29,974	$ 33,641	$ 36,090	$ 36,090
14-01	Overtime/Time And A Half	739	890	-	-
14-02	Overtime/Straight Time	1,599	598	-	-
21-01	SS & Medicare Matching	2,452	2,605	2,760	2,760
22-01	Pension-General	10,664	11,299	11,210	11,880
23-01	Health	5,971	4,075	15,070	-
24-00	Workers' Compensation	1,907	1,892	1,870	270
	TOTAL PERSONNEL SERVICES	**$ 53,306**	**$ 55,000**	**$ 67,000**	**$ 51,000**
PLAN NEIGHBORHOOD STUDY (6901)					
GRANTS AND AIDS					
82-18	Housing Rehabilitation	$ 123,092	$ 64,431	$ 450,960	$ 770,690
82-26	Rehab Services Contractor	8,622	13,641	72,000	228,660
	TOTAL GRANTS AND AIDS	**$ 131,714**	**$ 78,072**	**$ 522,960**	**$ 999,350**
	TOTAL EXPEDITURES	**$ 411,033**	**$ 398,485**	**$ 844,350**	**$ 1,313,440**

FUND 165 - STATE HOUSING INITIATIVE PARTNERSHIP

PROGRAM/SERVICES DESCRIPTION

This fund accounts for funds received from the State Housing Initiatives Partnership program (SHIP) for the purpose of providing affordable housing in the City. This grant fund is administered by the Community Development Department.

		FY 13/14 ACTUALS	FY 14/15 ACTUALS	FY 15/16 ADOPTED	FY 16/17 ADOPTED
INTERGOVERNMENT REVENUES					
335.50-12	Ship Program	$ 56,118	$ 364,430	$ 618,670	$ 560,030
	TOTAL INTERGOVERNMENT REVENUES	**$ 56,118**	**$ 364,430**	**$ 618,670**	**$ 560,030**
MISCELLANEOUS REVENUES					
361.02-00	Super Now Accounts	$ (107)	$ -	$ -	$ -
361.03-00	CD's & T-Bills	122	-	-	-
361.10-00	Interest & Dividends	1	-	-	-
361.10-01	Interest & Dividends	-	4,437	-	-
361.20-00	State Pool	183	-	-	-
361.30-00	Inc(Dec) Fair Value SBA	(2,079)	-	-	-
361.39-00	Inc(Dec) Fair Value Other	(1)	-	-	-
369.90-00	Other Miscellaneous	10,085	2,578	-	-
	TOTAL MISCELLANEOUS REVENUES	**$ 8,204**	**$ 7,015**	**$ -**	**$ -**
OTHER SOURCES					
389.90-10	From Fund Balance	$ -	$ -	$ -	$ 290,380
	TOTAL OTHER SOURCES	**$ -**	**$ -**	**$ -**	**$ 290,380**
	TOTAL REVENUES	**$ 64,322**	**$ 371,445**	**$ 618,670**	**$ 850,410**
ADMINISTRATION (3301)					
PERSONNEL SERVICES					
12-01	Salaries	$ -	$ 23,907	$ 27,400	$ 36,530
21-01	SS & Medicare Matching	-	1,830	2,100	2,790
22-01	Pension-General	-	2,283	-	-
22-04	401A Contributions	-	717	820	1,100
23-01	Health	-	1,886	2,570	3,640
23-05	Long Term Care	-	380	460	610
23-06	Dental	-	45	60	80
23-07	Catastrophic/Intensive Care	-	125	160	210
24-00	Workers' Compensation	-	50	60	40
	TOTAL PERSONNEL SERVICES	**$ -**	**$ 31,223**	**$ 33,630**	**$ 45,000**
OPERATING EXPENSES					
34-20	Misc Contract Services	$ -	$ -	$ 2,720	$ 5,200
40-05	Travel/Out Of County	-	755	2,000	2,000
42-01	Postage	-	-	200	200
46-11	Maint Office Equipment	-	-	200	200
47-01	Printing & Binding	-	18	200	200
51-01	Office Supplies	-	152	1,200	1,200
54-01	Subs & Memberships	-	200	1,000	1,000
55-01	Training Registration	-	345	1,000	1,000
	TOTAL OPERATING EXPENSES	**$ -**	**$ 1,470**	**$ 8,520**	**$ 11,000**

FUND 165 - STATE HOUSING INITIATIVE PARTNERSHIP

		FY 13/14 ACTUALS	FY 14/15 ACTUALS	FY 15/16 ADOPTED	FY 16/17 ADOPTED
CAPITAL OUTLAY					
65-22	Administrative Cost	$ 2,724	$ -	$ -	$ -
	TOTAL CAPITAL OUTLAY	**$ 2,724**	**$ -**	**$ -**	**$ -**
CAPITAL PROJECTS (6907)					
GRANTS AND AIDS					
82-02	Purchase Assistance	$ 53,101	$ 44,485	$ 80,000	$ 80,000
82-25	Architectural Barrier Rem	89,720	23,400	64,060	187,630
82-26	Rehab Services Contractor	-	15,800	70,020	68,880
82-37	Emergency Roof Repair	-	50,345	108,550	104,000
82-40	Rehab Services Contract	7,400	-	-	-
82-47	Disaster Mitigatn & Recov	-	69,420	86,780	95,000
82-54	Minor Home Repair	-	73,544	167,110	258,900
	TOTAL GRANTS AND AIDS	**$ 150,221**	**$ 276,994**	**$ 576,520**	**$ 794,410**
	TOTAL EXPENDITURES	**$ 152,945**	**$ 309,687**	**$ 618,670**	**$ 850,410**

FUND 191 - FUEL AND ROADWAY FUND

	FY 13/14 ACTUALS	FY 14/15 ACTUALS	FY 15/16 ADOPTED	FY 16/17 ADOPTED
REVENUES				
TAX & FRANCHISE REVENUES	$ 1,498,020	$ 1,549,307	$ 1,630,130	$ 1,599,600
INTERGOVERNMENT REVENUES	72,087	775,056	787,970	777,500
SERVICE REVENUES	64,858	67,284	62,240	37,240
MISCELLANEOUS REVENUES	40,110	74,506	50,200	57,200
OTHER SOURCES	-	633,730	720,950	920,310
TOTAL REVENUES	**$ 1,675,075**	**$ 3,099,883**	**$ 3,251,490**	**$ 3,391,850**
APPROPRIATIONS				
PERSONNEL SERVICES	$ 1,115,027	$ 1,304,982	$ 1,425,540	$ 1,638,080
OPERATING EXPENSES	1,357,093	1,401,694	1,375,170	1,271,270
CAPITAL OUTLAY	36,516	96,217	357,200	482,500
OTHER USES	-	-	93,580	-
TOTAL APPROPRIATIONS	**$ 2,508,636**	**$ 2,802,893**	**$ 3,251,490**	**$ 3,391,850**
NET RESULTS	**$ (833,561)**	**$ 296,990**	**$ -**	**$ -**

REVENUE SUMMARY

		FY 13/14 ACTUALS	FY 14/15 ACTUALS	FY 15/16 ADOPTED	FY 16/17 ADOPTED
TAX & FRANCHISE REVENUES					
312.40-02	Local Option Gas Tax	$ 867,850	$ 901,082	$ 900,000	$ 918,000
312.40-03	Add'l Gas Tax (Capital)	539,049	554,494	637,330	585,000
312.40-04	LOGT (5th Cent)	91,121	93,731	92,800	96,600
	TOTAL TAX & FRANCHISE REVENUES	**$ 1,498,020**	**$ 1,549,307**	**$ 1,630,130**	**$ 1,599,600**
INTERGOVERNMENT REVENUES					
335.10-12	Revenue Sharing	$ -	$ 707,488	$ 717,300	$ 707,500
335.49-01	Fuel Tax Refund	72,087	67,568	70,670	70,000
	TOTAL INTERGOVERNMENT REVENUES	**$ 72,087**	**$ 775,056**	**$ 787,970**	**$ 777,500**
SERVICE REVENUES					
344.30-01	Bus Fares	$ -	$ 24,309	$ 25,000	$ -
344.90-01	Sidewalk Replacement	60,494	42,975	37,240	37,240
344.90-02	Roadway Restoration	4,364	-	-	-
	TOTAL SERVICE REVENUES	**$ 64,858**	**$ 67,284**	**$ 62,240**	**$ 37,240**
MISCELLANEOUS REVENUES					
361.02-00	Super Now Accounts	$ 139	$ -	$ -	$ -
361.02-04	LOGT Additional	145	-	-	-
361.02-06	General Fund	17	-	-	-
361.03-00	CD's & T-Bills	2,370	-	-	-
361.03-04	LOGT Add'l	2,470	-	-	-
361.03-06	General Fund	297	-	-	-
361.10-00	Interest & Dividends	1	-	-	-
361.10-01	Interest & Dividends	-	3,920	5,000	6,000
361.10-03	Investment Income	-	-	-	6,000
361.10-04	LOGT Additional	1	4,084	-	-

FUND 191 - FUEL AND ROADWAY FUND

		FY 13/14 ACTUALS	FY 14/15 ACTUALS	FY 15/16 ADOPTED	FY 16/17 ADOPTED
361.10-06	General Fund	$ -	$ 491	$ -	$ -
361.20-00	State Pool	273	-	-	-
361.20-04	LOGT Additional	284	-	-	-
361.20-06	General Fund	34	-	-	-
361.30-00	Inc(Dec) Fair Value SBA	(625)	-	-	-
361.30-04	LOGT Additional	(652)	-	-	-
361.30-06	General Fund	(78)	-	-	-
361.39-00	Inc(Dec) Fair Value Other	(41)	234	-	-
361.39-04	LOGT Additional	(43)	243	-	-
361.39-06	General Fund	(5)	29	-	-
369.90-00	Other Miscellaneous	35,523	65,505	45,200	45,200
	TOTAL MISCELLANEOUS REVENUES	**$ 40,110**	**$ 74,506**	**$ 50,200**	**$ 57,200**
OTHER SOURCES					
381.01-00	General Fund 001	$ -	$ 633,730	$ 485,400	$ 920,310
389.90-10	From Fund Balance	-	-	235,550	-
	TOTAL OTHER SOURCES	**$ -**	**$ 633,730**	**$ 720,950**	**$ 920,310**
	TOTAL REVENUES	**$ 1,675,075**	**$ 3,099,883**	**$ 3,251,490**	**$ 3,391,850**

FUND 191 - TRANSPORTATION (3632-544)

PROGRAM/SERVICES DESCRIPTION

The Transportation Division provides low-cost mini-bus and medical transportation services. Mini-buses operate on a regular schedule and transport passengers to and from a variety of local destinations, while medical transportation services are made available to prequalified residents. The division provides door-to-door, safe, consistent transportation that serves to extend the mobility and independence of the primarily senior citizen demographic it serves. Transportation personnel provide customer service and regularly assist riders with packages purchased during their outings. The Division also provides services for various programs such as senior trips, wellness shuttles, Broward County School Board volunteer transportation, evening events, "Kids Days Off," summer camp, mini-camps, and shuttle services during several special events.

FY 2015/2016 HIGHLIGHTS AND ACCOMPLISHMENTS

- Ridership on the morning mini-bus service has tripled since the inception of the service.
- Provided transportation passengers with information regarding outreach and assistance programs available through the Senior Center.
- Successfully completed First Aid and CPR recertification for transportation personnel.

FY 2016/2017 OBJECTIVES/GOALS

- Implement bi-annual, complimentary "Fall Cleaning & Spring Cleaning" wheelchair and walker cleanings for all medical and bus riders.
- Plan and coordinate quarterly meetings throughout the City to increase awareness regarding available transportation services for residents.
- Increase training opportunities for personnel.

PERFORMANCE MEASURES	FY 2014/2015 ACTUAL	FY 2015/2016 TARGET	3/31/2016 ACTUAL	FY 2016/2017 TARGET
Number of bus riders (one way bus trips)	33,584	34,000	16,133	35,000
Average number of bus riders per hour	6.19	6.25	6.02	6.30
Number of senior trips	45	40	26	48
Number of special events, camp trips and other programs	96	80	49	85

FUND 191 - TRANSPORTATION (3632-544)

	FY 13/14 ACTUALS	FY 14/15 ACTUALS	FY 15/16 ADOPTED	FY 16/17 ADOPTED
EXPENDITURES				
Personnel Services	$ 534,375	$ 588,220	$ 646,630	$ 666,570
Operating Expenses	55,163	7,501	11,290	42,260
TOTAL EXPENDITURES	**$ 589,538**	**$ 595,721**	**$ 657,920**	**$ 708,830**

SIGNIFICANT CHANGES FROM FISCAL YEAR 2015/2016 ADOPTED BUDGET

PERSONNEL SERVICES $ 19,940

The positive variance is primarily attributed to cost of living and merit increases and annual increases in pension and insurance benefits.

OPERATING EXPENSES $ 30,970

The positive variance is primarily attributed to the allocation of liability and bond insurance.

PERSONNEL COMPLEMENT

POSITION TITLE	FY 13/14 ACTUALS	FY 14/15 ACTUALS	FY 15/16 ADOPTED	FY 16/17 ADOPTED
Transportation Supervisor	1	1	1	1
Bus Driver II	7	7	7	7
Transportation Dispatch/Driver II	1	1	1	1
Bus Driver II PT	2	2	2	2
Seasonal Bus Driver II	1	1	1	1
TOTAL POSITIONS	**12**	**12**	**12**	**12**

FUND 191 - TRANSPORTATION (3632-544)

		FY 13/14 ACTUALS	FY 14/15 ACTUALS	FY 15/16 ADOPTED	FY 16/17 ADOPTED
PERSONNEL SERVICES					
12-01	Salaries	$ 337,389	$ 345,439	$ 354,300	$ 364,820
13-00	Salaries/Part-Time	-	19,325	35,660	36,090
13-01	Temporary & Seasonal	-	677	5,050	5,050
14-01	Overtime/Time And A Half	2,153	3,056	2,750	2,750
14-02	Overtime/Straight Time	3,077	4,155	3,000	4,000
21-01	SS & Medicare Matching	24,791	26,851	30,650	30,780
22-01	Pension-General	70,639	81,022	80,220	86,060
23-01	Health	84,604	90,197	114,550	115,600
24-00	Workers' Compensation	11,722	17,498	20,450	21,420
	TOTAL PERSONNEL SERVICES	**$ 534,375**	**$ 588,220**	**$ 646,630**	**$ 666,570**
OPERATING EXPENSES					
31-20	Medical Services	$ -	$ 305	$ 1,110	$ 1,110
34-20	Misc Contract Services	1,395	276	500	500
40-02	Local Mileage	-	-	-	200
45-01	Liability	-	-	-	30,900
45-04	Bond Insurance	-	-	-	100
46-13	Maint Communication Equip	-	1,551	2,100	2,330
46-90	Maint of Auto Equipment	-	216	250	250
47-01	Printing & Binding	-	-	650	650
47-02	Photocopying Costs	1,090	-	-	-
49-49	Miscellaneous	-	300	400	-
51-01	Office Supplies	247	208	300	300
52-01	Gas & Oil	47,897	-	-	-
52-03	Uniforms	1,893	2,637	2,220	2,720
52-06	Non-Capital Equipment & Parts	-	-	200	-
52-08	Non-Capital Computer	-	336	-	-
52-12	Custodial	249	-	250	250
52-90	Other Supplies & Expenses	2,392	-	-	-
52-95	Other Materials & Supplies	-	1,672	1,950	1,950
55-01	Training Registration	-	-	1,360	1,000
	TOTAL OPERATING EXPENSES	**$ 55,163**	**$ 7,501**	**$ 11,290**	**$ 42,260**
	TOTAL EXPENDITURES	**$ 589,538**	**$ 595,721**	**$ 657,920**	**$ 708,830**

*FY 2014 actuals were included in the General Fund.

CITY OF SUNRISE
FLORIDA

FUND 191 - STREETS MAINTENANCE (4340-541)

PROGRAM/SERVICES DESCRIPTION

The Fuel & Roadway Fund is utilized to construct, reconstruct, repair and maintain City of Sunrise streets, roadways, right-of-ways, median strips, concrete sidewalks, curbing and streetlights. Additional transportation expenditures include resurfacing/transportation capital projects, bridge maintenance, traffic engineering, signalization, and pavement marking. This fund is administered by the Utilities Department. Authorized uses are defined by the Florida Statutes 336.025(1)(a)2 and are to be used for transportation related expenditures only.

FY 2015/2016 HIGHLIGHTS AND ACCOMPLISHMENTS

◊ Maintained City-owned bridges with in-house work force.

◊ Replaced approximately 16 miles of roadways as part of the Sunrise Golf Village Water Main Replacement Project.

◊ Completed full roadway restoration and repairs related to water and sewer repairs to assist the water and wastewater sections.

FY 2016/2017 OBJECTIVES/GOALS

◊ Mill and resurface 5 linear lane miles of asphalt roadway within the city.

◊ Continue to work with the Capital Projects Section to ensure roadway resurfacing is coordinated as part of future projects.

◊ Perform concrete and asphalt repairs efficiently and continue to participate in the City's Concrete Sidewalk Program.

PERFORMANCE MEASURES	FY 2014/2015 ACTUAL	FY 2015/2016 TARGET	3/31/2016 ACTUAL	FY 2016/2017 TARGET
Mill and resurface asphalt roadways (miles)	0	5	2	5
In house concrete sidewalk replacements (sq ft)	3,283	7,500	5,678	7,500
Roadways swept (curb-miles)	625	1,300	752	1,300
Asphalt roadway restoration and repairs (tons)	315	550	290	550

FUND 191 - STREETS MAINTENANCE (4340-541)

	FY 13/14 ACTUALS	FY 14/15 ACTUALS	FY 15/16 ADOPTED	FY 16/17 ADOPTED
EXPENDITURES				
Personnel Services	$ 580,652	$ 716,762	$ 778,910	$ 971,510
Operating Expenses	1,301,930	1,394,193	1,363,880	1,229,010
Capital Outlay	36,516	96,217	357,200	482,500
Other Uses	-	-	93,580	-
TOTAL EXPENDITURES	**$ 1,919,098**	**$ 2,207,172**	**$ 2,593,570**	**$ 2,683,020**

SIGNIFICANT CHANGES FROM FISCAL YEAR 2015/2016 ADOPTED BUDGET

PERSONNEL SERVICES $ 192,600

The positive variance is primarily attributed to reallocation of split-funded positions.

OPERATING EXPENSES $ (134,870)

The negative variance is primarily attributed to the transfer of funding to the new Public Works Division.

CAPITAL OUTLAY $ 125,300

The positive variance is due to changes in capital needs from year to year. In FY 2017, the budget includes a backhoe loader to maintain community services.

OTHER USES $ (93,580)

The negative variance is primarily attributed to a reduction in contingency.

PERSONNEL COMPLEMENT

Note: This budget includes the portion of salary and benefit costs for positions that are split-funded. These positions are reflected in the personnel complement for the Utilities Field Operations Division (401-4230).

FUND 191 - STREETS MAINTENANCE (4340-541)

		FY 13/14 ACTUALS	FY 14/15 ACTUALS	FY 15/16 ADOPTED	FY 16/17 ADOPTED
PERSONNEL SERVICES					
12-01	Salaries	$ 343,805	$ 433,112	$ 449,040	$ 571,840
14-01	Overtime/Time And A Half	3,338	2,080	4,000	5,000
14-02	Overtime/Straight Time	3,481	3,315	2,500	4,500
15-03	Leave Payout	-	72	-	-
21-01	SS & Medicare Matching	26,295	32,106	35,290	44,670
22-01	Pension-General	98,372	126,234	127,180	147,470
22-04	401A Contributions	-	2,050	1,620	3,710
23-01	Health	64,284	89,911	127,840	139,520
23-05	Long Term Care	-	833	700	1,440
23-06	Dental	-	227	190	340
23-07	Catastrophic/Intensive Care	-	422	360	690
24-00	Workers' Compensation	25,584	26,400	30,190	52,330
29-00	Fringe Benefits	15,493	-	-	-
	TOTAL PERSONNEL SERVICES	**$ 580,652**	**$ 716,762**	**$ 778,910**	**$ 971,510**
OPERATING EXPENSES					
34-20	Misc Contract Services	$ 395	$ 8,356	$ 93,500	$ 4,000
34-21	Grounds Maintenance	114,708	111,282	-	-
34-22	Tree Maintenance	6,500	6,941	7,500	1,500
40-02	Local Mileage	-	-	-	160
41-01	Communications	539	-	-	-
43-01	Electricity	6,316	6,114	6,640	5,910
43-02	Electricity - St Lights	762,231	714,857	784,020	741,400
43-03	Electricity - Mall Lights	47,726	48,687	53,130	50,670
43-04	Electricity - Median Pumps	17,011	15,133	18,950	20,310
43-10	Water & Wastewater	17,391	69,204	67,970	80,140
43-15	Stormwater	798	3,045	5,440	5,940
44-05	Rental/Equipment	-	-	-	6,000
44-06	Copiers	-	31	1,190	-
44-07	Per Print Cost	-	120	600	600
45-01	Liability	-	-	-	30,900
45-04	Bond Insurance	-	-	-	100
46-10	Fleet Charges	124,175	313,670	136,880	133,030
46-13	Maint Communication Equip	132	125	1,400	1,180
46-40	Maint Building	582	-	-	-
47-02	Photocopying Costs	72	-	-	-
49-08	Permits & Licenses	-	-	-	500
49-48	Earth Day Celebration	-	350	1,200	-
49-54	Vehicle Replacement Funding	123,662	-	-	-
51-01	Office Supplies	100	100	100	1,000
52-01	Gas & Oil	9,451	-	-	-
52-02	Chemicals	-	3,787	4,000	-
52-03	Uniforms	1,123	1,435	2,530	5,390
52-06	Non-Capital Equipment & Parts	-	-	-	5,800
52-10	Medical/Safety Supplies	-	-	-	5,000
52-13	Irrigation	127	2,880	2,300	48,300
52-17	Small Equipment	2,939	-	-	-
52-43	Small Hand Tools	-	1,894	4,800	-

FUND 191 - STREETS MAINTENANCE (4340-541)

		FY 13/14 ACTUALS	FY 14/15 ACTUALS	FY 15/16 ADOPTED	FY 16/17 ADOPTED
52-90	Other Supplies & Expenses	$ 3,169	$ -	$ -	$ -
52-95	Other Materials & Supplies	-	1,826	3,000	5,900
53-01	Street Maintenance	60,208	45,960	104,500	72,500
53-03	Median Strip R&R	1,358	36,686	61,300	-
54-01	Subs & Memberships	1,123	15	430	280
54-02	Tuition	94	-	-	-
55-01	Training Registration	-	1,695	2,500	2,500
	TOTAL OPERATING EXPENSES	**$ 1,301,930**	**$ 1,394,193**	**$ 1,363,880**	**$ 1,229,010**
CAPITAL OUTLAY					
63-01	Improvements Not Bldg	$ 8,371	$ -	$ -	$ -
63-13	Culvert Replacement/Repair	2,689	-	-	-
63-30	Street Light Replacement	6,475	-	-	-
64-01	Machines & Equipment	18,169	55,935	7,200	82,500
64-03	Radio & Comm Equipment	812	-	-	-
65-02	Design	-	-	25,400	25,400
65-05	Other Costs	-	-	5,100	5,100
65-10	Construction	-	40,282	319,500	369,500
	TOTAL CAPITAL OUTLAY	**$ 36,516**	**$ 96,217**	**$ 357,200**	**$ 482,500**
OTHER USES					
99-00	Contingency	$ -	$ -	$ 93,580	$ -
	TOTAL OTHER USES	**$ -**	**$ -**	**$ 93,580**	**$ -**
	TOTAL EXPENDITURES	**$ 1,919,098**	**$ 2,207,172**	**$ 2,593,570**	**$ 2,683,020**

*FY 2014 actuals were included in the General Fund.

PROGRAM MODIFICATION-SUPPLEMENTAL REQUEST

Transfer - Streets Maintenance Personnel to New Public Works Division

DEPT/ DIV NO.	DEPARTMENT NAME	DIVISION NAME	TOTAL COST
4340	UTILITIES	STREETS MAINTENANCE	$ 121,590

Justification

In an effort to streamline the funding of core public works operations, it is important to create a Public Works Division within the Utilities Department. The new Public Works Division will have the responsibility for maintenance of public right-a-ways, litter removal, landscaping, irrigation, and other general city maintenance. In order to create the new Division, personnel and expenses are being transferred from other Funds. The new Division will be funded with General Fund dollars and the General Fund subsidy to the Fuel and Roadway fund will have a commensurate reduction. There is no increase in City funding for this new Division. The new Public Works Division will be a part of the Utilities Department and will report to the Utilities Management Team.

Required Resources

Personnel Costs

Number of Positions (A)	Title	Salary (B)	Fringe Benefits (C)	Cost A x (B+C)
	Various	134,090	85,430	219,520
			-	
			-	-
			Total Personnel Costs	$ 219,520

Recurring Operating Costs

Account Number	Description	Cost
34-20	Misc Contract Services	(50,000)
34-22	Tree Maintenance	(7,500)
46-13	Maint Communication Equip	(180)
49-48	Earth Day Celebration	(1,200)
52-02	Chemicals	(4,000)
52-03	Uniforms	(1,720)
52-13	Irrigation	(2,300)
53-01	Street Maintenance	(13,000)
53-03	Median Strip R&R	(18,000)
54-01	Subs & Memberships	(30)
	Total Recurring Operating Costs	$ (97,930)

Benefits

With the creation of the new Public Works Division within the Utilities Department, staff will be able to become more efficient with their operations. Furthermore, this new Division will consolidate the funding needed to manage the core public works operations.

CAPITAL OUTLAY REQUEST

DEPT/ DIV NO.	DEPARTMENT NAME	DIVISION NAME	TOTAL COST
4340	UTILITIES	STREETS MAINTENANCE	$ 82,500

#	Acct. # (XX-XX)	Quantity	Item	Description and Justification	Unit Cost	Extended Cost
1	64-01	1	Backhoe Loader	***REPLACEMENT*** Caterpillar Backhoe Loader (Asset # A10031) is 20 years old and in poor condition. Replacement is required to ensure community services can be provided continuously.	82,500	82,500
						-
						-
						-
						-

FUND 610 - CONFISCATION - TREASURY (3149-521)

		FY 13/14 ACTUALS	FY 14/15 ACTUALS	FY 15/16 ADOPTED	FY 16/17 ADOPTED
FINES & FORFEIT REVENUES					
359.10-01	Other Governments	$ 2,654,486	$ -	$ -	$ -
	TOTAL FINES & FORFEIT REVENUES	**$ 2,654,486**	**$ -**	**$ -**	**$ -**
MISCELLANEOUS REVENUES					
361.02-00	Super Now Accounts	$ 5,702	$ 6,379	$ -	$ -
	TOTAL MISCELLANEOUS REVENUES	**$ 5,702**	**$ 6,379**	**$ -**	**$ -**
OTHER SOURCES					
389.90-10	From Fund Balance	$ -	$ -	$ 945,850	$ 512,700
	TOTAL OTHER SOURCES	**$ -**	**$ -**	**$ 945,850**	**$ 512,700**
	TOTAL REVENUES	**$ 2,660,188**	**$ 6,379**	**$ 945,850**	**$ 512,700**
PERSONNEL SERVICES					
14-01	Overtime/Time And A Half	$ -	$ -	$ 275,000	$ -
21-01	SS & Medicare Matching	-	-	21,040	-
29-00	Fringe Benefits	-	-	170,500	-
	TOTAL PERSONNEL SERVICES	**$ -**	**$ -**	**$ 466,540**	**$ -**
OPERATING EXPENSES					
31-30	Professional Services	$ -	$ 9,447	$ -	$ -
32-01	Auditing - Annual	-	2,500	2,500	2,500
34-01	Banking Services	546	5	-	-
34-20	Misc Contract Services	-	477	-	-
35-00	Special Investigations	-	-	130,000	130,000
44-01	Rental - Automobiles	-	-	182,600	182,600
46-90	Maint of Auto Equipment	-	-	25,000	25,000
52-04	Protective Clothing	-	-	14,760	-
52-08	Non-Capital Computer	-	94,007	-	-
52-17	Small Equipment	98,377	48,139	-	-
	TOTAL OPERATING EXPENSES	**$ 98,923**	**$ 154,575**	**$ 354,860**	**$ 340,100**
CAPITAL OUTLAY					
64-01	Machines & Equipment	$ -	$ 77,282	$ 124,450	$ 172,600
64-02	Computer Equipment	21,250	40,780	-	-
	TOTAL CAPITAL OUTLAY	**$ 21,250**	**$ 118,062**	**$ 124,450**	**$ 172,600**
OTHER USES					
91-35	To Fund 325	$ -	$ 410,000	$ -	$ -
	TOTAL OTHER USES	**$ -**	**$ 410,000**	**$ -**	**$ -**
	TOTAL EXPENDITURES	**$ 120,173**	**$ 682,637**	**$ 945,850**	**$ 512,700**

CAPITAL OUTLAY REQUEST

DEPT/ DIV NO.	DEPARTMENT NAME	DIVISION NAME	TOTAL COST
3149	POLICE/CONFISCATION	TREASURY	$ 172,600

#	Acct. # (XX-XX)	Quantity	Item	Description and Justification	Unit Cost	Extended Cost
1	64-01	1	Camera Tower	***NEW*** Camera trailer with 4 cameras, cellular LTE, WiFi, License Plate Reader & night vision capabilities.	72,600	72,600
2	64-01	1	Covert Surveillance Equipment	***NEW & REPLACEMENT*** Technical equipment used to covertly monitor investigative operations for officer safety, courtroom presentation and intelligence gathering.	100,000	100,000
						-
						-
						-

FUND 610 - CONFISCATION - FEDERAL (3150-521)

		FY 13/14 ACTUALS	FY 14/15 ACTUALS	FY 15/16 ADOPTED	FY 16/17 ADOPTED
FINES & FORFEIT REVENUES					
359.10-01	Other Governments	$ 1,262,493	$ 520,267	$ -	$ -
	TOTAL FINES & FORFEIT REVENUES	**$ 1,262,493**	**$ 520,267**	**$ -**	**$ -**
MISCELLANEOUS REVENUES					
361.02-00	Super Now Accounts	$ 3,193	$ 7,509	$ -	$ -
364.01-00	Cash Proceeds	2,316	171	-	-
369.99-00	Prior Yr Revenue/Expense	-	389,089	-	-
	TOTAL MISCELLANEOUS REVENUES	**$ 5,509**	**$ 396,769**	**$ -**	**$ -**
OTHER SOURCES					
389.90-10	From Fund Balance	$ -	$ -	$ 695,300	$ 1,223,280
	TOTAL OTHER SOURCES	**$ -**	**$ -**	**$ 695,300**	**$ 1,223,280**
	TOTAL REVENUES	**$ 1,268,002**	**$ 917,036**	**$ 695,300**	**$ 1,223,280**
PERSONNEL SERVICES					
14-01	Overtime/Time And A Half	$ 261,475	$ 433,026	$ -	$ 370,000
29-00	Fringe Benefits	127,454	164,845	-	229,400
	TOTAL PERSONNEL SERVICES	**$ 388,929**	**$ 597,871**	**$ -**	**$ 599,400**
OPERATING EXPENSES					
31-16	Legal Fees	$ 31,838	$ -	$ -	$ -
31-30	Professional Services	7,480	-	-	50,000
31-37	Translation Services	-	2,617	50,000	-
32-01	Auditing - Annual	-	2,500	2,500	2,500
34-01	Banking Services	367	229	300	300
34-05	Building Maint Services	-	3,978	4,500	4,500
34-07	Software Support	-	17,713	61,200	43,210
34-20	Misc Contract Services	-	11,190	8,000	8,500
34-40	Outside Lab Service	-	10,175	40,000	50,000
35-00	Special Investigations	175,000	98,130	-	-
35-01	Other	55,264	48,048	47,000	47,000
35-03	Flash Roll	-	-	5,000	5,000
40-02	Local Mileage	-	-	-	4,350
40-05	Travel/Out Of County	-	1,147	2,000	2,000
40-06	Travel/Out Of State	-	5,586	5,000	5,000
41-01	Communications	57,820	37,487	57,600	30,000
43-01	Electricity	9,614	5,935	10,000	-
44-01	Rental - Automobiles	132,919	146,250	-	-
44-02	Rental - Buildings	64,117	48,437	50,000	-
44-06	Copiers	-	931	1,080	1,080
45-02	Property	3,145	2,828	3,020	3,100
45-05	Flood	758	758	820	1,600
46-10	Fleet Charges	31,465	61,496	107,850	104,820
46-11	Maint Office Equipment	23,025	-	-	-
47-01	Printing & Binding	-	-	1,000	1,000
47-02	Photocopying Costs	851	-	-	-
49-09	Registration Fees	-	861	-	-
49-75	Law Enforcement Purposes	-	-	17,000	-

FUND 610 - CONFISCATION - FEDERAL (3150-521)

		FY 13/14 ACTUALS	FY 14/15 ACTUALS	FY 15/16 ADOPTED	FY 16/17 ADOPTED
51-01	Office Supplies	$ 3,051	$ 3,726	$ 4,000	$ 4,000
52-01	Gas & Oil	57,781	-	-	-
52-03	Uniforms	26,688	32,144	19,000	19,000
52-04	Protective Clothing	-	-	-	7,750
52-06	Non-Capital Equipment & Parts	-	5,292	10,500	22,050
52-08	Non-Capital Computer	-	39,559	-	-
52-16	Canine	5,576	1,430	7,700	7,700
52-90	Other Supplies & Expenses	23,639	-	-	-
52-95	Other Materials & Supplies	-	6,110	15,900	-
54-01	Subs & Memberships	300	600	400	400
55-01	Training Registration	-	8,370	15,000	15,000
	TOTAL OPERATING EXPENSES	**$ 710,698**	**$ 603,527**	**$ 546,370**	**$ 439,860**
CAPITAL OUTLAY					
64-01	Machines & Equipment	$ 28,427	$ 54,074	$ 148,930	$ 66,220
64-02	Computer Equipment	86,913	-	-	117,800
64-03	Radio & Comm Equipment	-	17,995	-	-
64-05	Motor Vehicles	-	42,883	-	-
	TOTAL CAPITAL OUTLAY	**$ 115,340**	**$ 114,952**	**$ 148,930**	**$ 184,020**
OTHER USES					
91-35	To Fund 325	$ -	$ 390,000	$ -	$ -
	TOTAL OTHER USES	**$ -**	**$ 390,000**	**$ -**	**$ -**
	TOTAL EXPENDITURES	**$ 1,214,967**	**$ 1,706,350**	**$ 695,300**	**$ 1,223,280**

PROGRAM MODIFICATION-SUPPLEMENTAL REQUEST

Additional Funding - Taser Simulation Training Suit

DEPT/ DIV NO.	DEPARTMENT NAME	DIVISION NAME	TOTAL COST
3150	POLICE/CONFISCATION	FEDERAL	$ 7,750

Justification

The Training Unit is responsible for conducting annual Taser Training, which is governed by FDLE mandates, CFA standards, and departmental policy. The Taser Simulation Training Suit is manufactured to be used with the Taser brand weapon. This suit is designed to be used along with simulation cartridges. The combination of both apparatuses together in training allows the trainer to originate real life Taser related scenarios without compromising the safety of the role player. It also provides the trainee the timing, speed and accuracy that accompany a Taser weapon. The items are purchased separately but are needed to create one suit.

Required Resources

Personnel Costs

Number of Positions (A)	Title	Salary (B)	Fringe Benefits (C)	Cost A x (B+C)
			-	-
			-	-
			-	-
			Total Personnel Costs	$ -

Recurring Operating Costs

Account Number	Description	Cost
	Total Recurring Operating Costs	$ -

One -Time Costs

Account Number	Description	Cost
52-04	Protective Clothing	7,750
	Total One-Time Costs	$ 7,750

Benefits

The benefits to this training can greatly assist in preventing injuries to police officers and citizens while developing officers' skills under stress. The Taser Simulation Training Suit is also mobile for the user to have live movement.

CAPITAL OUTLAY REQUEST

DEPT/ DIV NO.	DEPARTMENT NAME	DIVISION NAME	TOTAL COST
3150	POLICE/CONFISCATION	FEDERAL	$ 184,020

#	Acct. # (XX-XX)	Quantity	Item	Description and Justification	Unit Cost	Extended Cost
1	64-01	30	Body Cameras	***NEW*** The initial purchase of the body cameras will be utilized as a testing phase. If we chose to equip all officers after testing it will be beneficial to have completed the training phase. The command staff as well as the supervisors will test the cameras prior to our purchase for the officers.	1,990	59,700
2	64-01	1	In-Car Speed Radar	***NEW*** In-car speed measurement radar for use within the DOT designated traffic enforcement vehicle (Traffic Unit).	3,020	3,020
3	64-02	2	Origin Forensic Laptop Computer	***NEW*** Needed for computer and cell phone analysis (CIS/VIN).	3,900	7,800
4	64-01	1	SPEX Forensics FOCUS 6F	***NEW*** SPEX Forensics LED alternate light source field kit - for identification of forensic evidence in the field.	3,500	3,500
5	64-02	1	FORAY A.D.A.M.S. Software	***NEW*** Department-wide, server-based digital evidence management system.	110,000	110,000

FUND 610 - CONFISCATION - STATE (3151-521)

		FY 13/14 ACTUALS	FY 14/15 ACTUALS	FY 15/16 ADOPTED	FY 16/17 ADOPTED
SERVICE REVENUES					
342.90-32	Vehicle Release	$ 34,560	$ 50,750	$ -	$ -
	TOTAL SERVICE REVENUES	**$ 34,560**	**$ 50,750**	**$ -**	**$ -**
FINES & FORFEIT REVENUES					
358.20-00	Sale Contraband Property	$ 31,019	$ 175,778	$ -	$ -
359.30-00	F.S.S.705/Evidence Room	-	4,800	-	-
359.10-01	Other Governments	353,311	1,026,741	-	-
	TOTAL FINES & FORFEIT REVENUES	**$ 384,330**	**$ 1,207,319**	**$ -**	**$ -**
MISCELLANEOUS REVENUES					
361.02-00	Super Now Accounts	$ 21,267	$ 17,618	$ -	$ -
364.01-00	Cash Proceeds	-	7,872	-	-
369.99-00	Prior Yr Revenue/Expense	-	(388,590)	-	-
	TOTAL MISCELLANEOUS REVENUES	**$ 21,267**	**$ (363,100)**	**$ -**	**$ -**
OTHER SOURCES					
389.90-10	From Fund Balance	$ -	$ -	$ 431,850	$ 500,060
	TOTAL OTHER SOURCES	**$ -**	**$ -**	**$ 431,850**	**$ 500,060**
	TOTAL REVENUES	**$ 440,157**	**$ 894,969**	**$ 431,850**	**$ 500,060**
PERSONNEL SERVICES					
12-01	Salaries	$ 59,045	$ 67,997	$ 67,870	$ 66,110
15-05	Clothing Allowance	-	-	-	300
21-01	SS & Medicare Matching	4,419	5,103	5,190	5,320
22-01	Pension-General	20,941	22,049	21,070	-
22-03	Pensions-Police	-	-	-	46,490
23-01	Health	6,152	7,111	8,650	13,980
24-00	Workers' Compensation	-	2,180	2,670	2,870
	TOTAL PERSONNEL SERVICES	**$ 90,557**	**$ 104,440**	**$ 105,450**	**$ 135,070**
OPERATING EXPENSES					
31-11	Legal Services	$ 43,907	$ 67,923	$ 80,000	$ 80,000
31-30	Professional Services	8,242	-	-	7,500
31-37	Translation Services	-	-	7,500	-
34-01	Banking Services	731	99	1,300	1,300
35-00	Special Investigations	66,535	100,000	100,000	100,000
35-01	Other	3,701	-	14,000	14,000
40-05	Travel/Out Of County	-	-	700	700
41-06	Communication Equipment	-	4,001	-	-
49-75	Law Enforcement Purposes	76,180	85,659	80,000	97,000
52-03	Uniforms	-	-	-	-
52-17	Small Equipment	152	699	-	-
52-52	Explorers/Supp & Exp	-	3,500	-	-
52-90	Other Supplies & Expenses	1,946	-	-	-
54-01	Subs & Memberships	-	50	100	100
54-04	Tuition & Training	12,355	-	-	-
	TOTAL OPERATING EXPENSES	**$ 213,749**	**$ 261,931**	**$ 283,600**	**$ 300,600**

FUND 610 - CONFISCATION - STATE (3151-521)

		FY 13/14 ACTUALS	FY 14/15 ACTUALS	FY 15/16 ADOPTED	FY 16/17 ADOPTED
CAPITAL OUTLAY					
64-01	Machines & Equipment	$ 58,961	$ 33,064	$ 15,500	$ 34,590
64-02	Computer Equipment	1,188,392	-	-	-
64-05	Motor Vehicles	-	129,401	-	-
	TOTAL CAPITAL OUTLAY	**$ 1,247,353**	**$ 162,465**	**$ 15,500**	**$ 34,590**
GRANTS AND AIDS					
82-23	Donations	$ 28,800	$ 25,300	$ 27,300	$ 29,800
	TOTAL GRANTS AND AIDS	**$ 28,800**	**$ 25,300**	**$ 27,300**	**$ 29,800**
	TOTAL EXPENDITURES	**$ 1,580,459**	**$ 554,136**	**$ 431,850**	**$ 500,060**

CAPITAL OUTLAY REQUEST

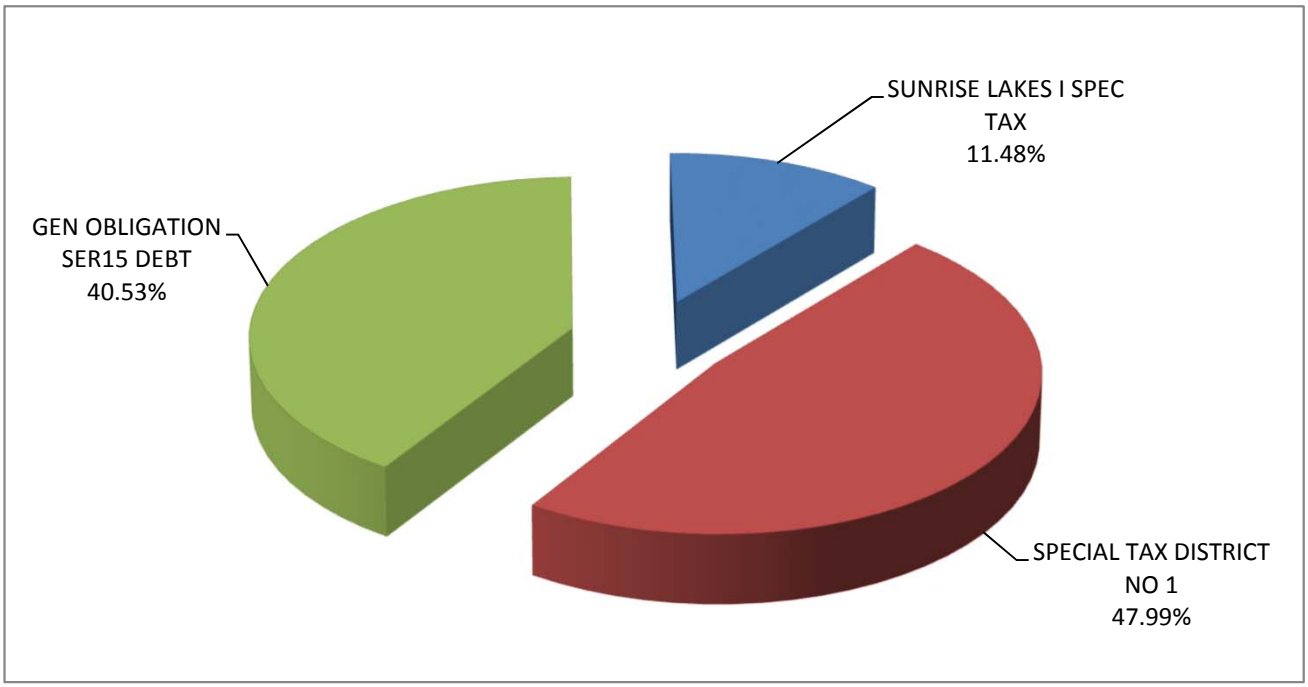
DEPT/ DIV NO.	DEPARTMENT NAME	DIVISION NAME	TOTAL COST
3151	POLICE/CONFISCATION	STATE	$ 34,590

#	Acct. # (XX-XX)	Quantity	Item	Description and Justification	Unit Cost	Extended Cost
1	64-01	1	Message Board	***NEW*** Double-sided message board permits the police deparment to announce special events, messages, crime alerts and meeting in muliple directions.	34,590	34,590
						-
						-
						-
						-

DEBT SERVICES FUNDS SUMMARY
BY FUND

FUND	FY 2013/2014 ACTUAL	FY 2014/2015 ACTUAL	FY 2015/2016 ADOPTED	FY 2016/2017 ADOPTED	% TOTAL BUDGET
PUBLIC DEBT SERVICE	$ 636	$ -	$ -	$ -	0.00%
SUNRISE LAKES I SPEC TAX	270,792	271,801	266,960	627,080	11.48%
SPECIAL TAX DISTRICT NO 1	2,500,992	2,382,057	2,616,300	2,620,960	47.99%
GEN OBLIGATION SER15 DEBT	-	956,531	2,141,050	2,213,740	40.53%
TOTAL	**$ 2,772,420**	**$ 3,610,389**	**$ 5,024,310**	**$ 5,461,780**	**100.00%**

FY 2016/2017 - Debt Service Funds
$5,461,780



FUND 206 - SUNRISE LAKES PHASE I SPECIAL TAX DISTRICT

PROGRAM/SERVICES DESCRIPTION

This fund accounts for the assessment and other revenues which are pledged to secure the payment of debt service and other expenditures for the Sunrise Lakes Phase I Special Recreation District public bonds maturing on October 1, 2017.

		FY 13/14 ACTUALS	FY 14/15 ACTUALS	FY 15/16 ADOPTED	FY 16/17 ADOPTED
LICENSES & PERMITS					
325.10-00	Capital Improvements	$ 270,600	$ 271,440	$ 266,710	$ 626,830
	TOTAL LICENSES & PERMITS	**$ 270,600**	**$ 271,440**	**$ 266,710**	**$ 626,830**
MISCELLANEOUS REVENUES					
361.01-00	Trustee Accounts	$ -	$ 361	$ 250	$ 250
361.02-00	Super Now Accounts	192	-	-	-
	TOTAL MISCELLANEOUS REVENUES	**$ 192**	**$ 361**	**$ 250**	**$ 250**
	TOTAL REVENUES	**$ 270,792**	**$ 271,801**	**$ 266,960**	**$ 627,080**
OPERATING EXPENSES					
49-49	Miscellaneous	$ 93	$ -	$ -	$ -
	TOTAL OPERATING EXPENSES	**$ 93**	**$ -**	**$ -**	**$ -**
DEBT SERVICE					
71-00	Principal	$ 215,000	$ 225,000	$ 230,000	$ 600,000
72-00	Interest	56,045	46,557	36,630	26,750
73-01	Trustee Fees	175	-	-	-
73-09	Miscellaneous	-	298	330	330
	TOTAL DEBT SERVICE	**$ 271,220**	**$ 271,855**	**$ 266,960**	**$ 627,080**
	TOTAL EXPENDITURES	**$ 271,313**	**$ 271,855**	**$ 266,960**	**$ 627,080**

FUND 209 - SPECIAL TAX DISTRICT NO. 1

PROGRAM/SERVICES DESCRIPTION

This fund accounts for necessary infrastructure for the Sawgrass Mills Mall and the Residual Development, including expansion of the arterial roads.

		FY 13/14 ACTUALS	FY 14/15 ACTUALS	FY 15/16 ADOPTED	FY 16/17 ADOPTED
TAX & FRANCHISE REVENUES					
311.01-00	Current	$ 2,450,234	$ 2,381,315	$ 2,515,900	$ 2,547,560
311.02-00	Penalties & Interest	295	186	-	-
	TOTAL FRANCHISE REVENUES	**$ 2,450,529**	**$ 2,381,501**	**$ 2,515,900**	**$ 2,547,560**
MISCELLANEOUS REVENUES					
361.01-00	Trustee Accounts	$ 463	$ 556	$ 400	$ 400
361.99-00	Prior Yr Revenue/Expense	50,000	-	-	-
	TOTAL MISCELLANEOUS REVENUES	**$ 50,463**	**$ 556**	**$ 400**	**$ 400**
OTHER SOURCES					
389.90-10	From Fund Balance	$ -	$ -	$ 100,000	$ 73,000
	TOTAL OTHER SOURCES	**$ -**	**$ -**	**$ 100,000**	**$ 73,000**
	TOTAL REVENUES	**$ 2,500,992**	**$ 2,382,057**	**$ 2,616,300**	**$ 2,620,960**
OPERATING EXPENSES					
32-01	Auditing - Annual	$ 3,035	$ 3,090	$ 3,200	$ 3,360
34-03	Property Appraiser	892	896	900	900
49-50	Administrative Costs	33,000	34,600	33,000	33,000
	TOTAL OPERATING EXPENSES	**$ 36,927**	**$ 38,586**	**$ 37,100**	**$ 37,260**
DEBT SERVICE					
72-00	Interest	$ 796,285	$ 716,715	$ 631,700	$ 541,600
73-01	Trustee Fees	175	12,475	6,500	6,500
73-09	Miscellaneous	463	129	1,000	600
71-00	Principal	1,780,000	1,860,000	1,940,000	2,035,000
	TOTAL DEBT SERVICE	**$ 2,576,923**	**$ 2,589,319**	**$ 2,579,200**	**$ 2,583,700**
	TOTAL EXPENDITURES	**$ 2,613,850**	**$ 2,627,905**	**$ 2,616,300**	**$ 2,620,960**

FUND 226 - GENERAL OBLIGATION (GO) BOND SERIES 2015

PROGRAM/SERVICES DESCRIPTION

This fund accounts for the assessment and other revenues which are pledged to secure the payment of debt services and other expenditures for the issuance of the General Obligation Bond Series 2015.

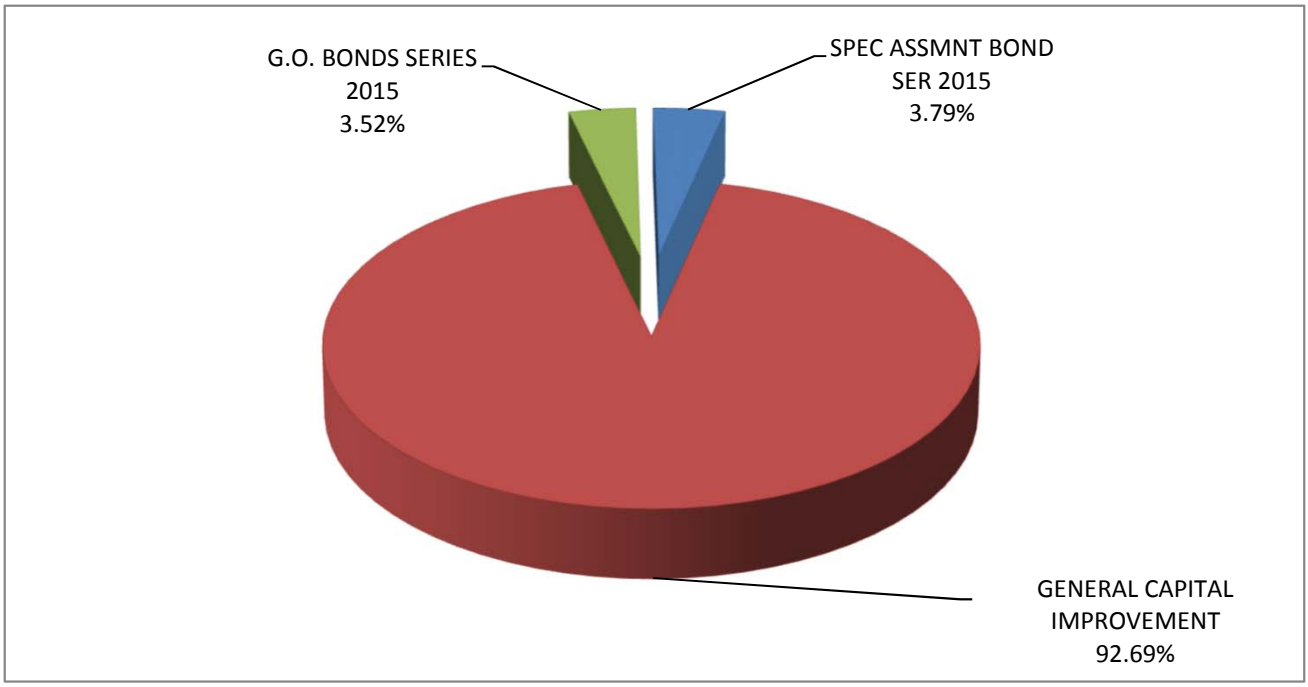
		FY 13/14 ACTUALS	FY 14/15 ACTUALS	FY 15/16 ADOPTED	FY 16/17 ADOPTED
TAX & FRANCHISE REVENUES					
311.01-00	Current	$ -	$ -	$ 2,140,950	$ 2,213,640
	TOTAL LICENSES & PERMITS	**$ -**	**$ -**	**$ 2,140,950**	**$ 2,213,640**
MISCELLANEOUS REVENUES					
361.01-00	Trustee Accounts	$ -	$ 48	$ 100	$ 100
	TOTAL MISCELLANEOUS REVENUES	**$ -**	**$ 48**	**$ 100**	**$ 100**
OTHER SOURCES					
384.06-00	Bond Issuance	$ -	$ 956,483	$ -	$ -
	TOTAL OTHER SOURCES	**$ -**	**$ 956,483**	**$ -**	**$ -**
	TOTAL REVENUES	**$ -**	**$ 956,531**	**$ 2,141,050**	**$ 2,213,740**
DEBT SERVICE					
71-00	Principal	$ -	$ -	$ 670,000	$ 705,000
72-00	Interest	-	339,135	1,470,950	1,437,450
73-04	Issuance Costs	-	169,437	-	-
73-05	Underwriter's Discount	-	508,005	-	-
73-09	Miscellaneous	-	-	100	300
	TOTAL DEBT SERVICE	**$ -**	**$ 1,016,577**	**$ 2,141,050**	**$ 2,142,750**
OTHER USES					
98-00	To Fund Balance	$ -	$ -	$ -	$ 70,990
	TOTAL OTHER USES	**$ -**	**$ -**	**$ -**	**$ 70,990**
	TOTAL EXPENDITURES	**$ -**	**$ 1,016,577**	**$ 2,141,050**	**$ 2,213,740**

*New Fund 226 created in FY 2014/2015

CAPITAL PROJECTS FUNDS SUMMARY
BY FUND

FUND	FY 2013/2014 ACTUAL	FY 2014/2015 ACTUAL	FY 2015/2016 ADOPTED	FY 2016/2017 ADOPTED	% TOTAL BUDGET
SPEC TAX DIST #1 CAP PROJ	$ 5,148	$ 3,916	$ -	$ -	0.00%
SPEC ASSMNT BOND SER 2015	-	64,080,186	25,000	150,000	3.79%
GENERAL CAPITAL IMPROVEMENT	3,909,769	5,074,006	5,496,250	3,667,410	92.69%
G.O. BONDS SERIES 2015	-	36,710,355	137,130	139,210	3.52%
TOTAL	**$ 3,909,769**	**$ 105,864,547**	**$ 5,658,380**	**$ 3,956,620**	**100.00%**

FY 2016/2017 - Captial Projects Funds
$3,956,620



FUND 310 - SPECIAL ASSESSMENT BOND SERIES 2015

PROGRAM/SERVICES DESCRIPTION

This fund accounts for the construction of two additional parking garages at the Sawgrass Mills Mall.

		FY 13/14 ACTUALS	FY 14/15 ACTUALS	FY 15/16 ADOPTED	FY 16/17 ADOPTED
MISCELLANEOUS REVENUES					
361.10-01	Interest & Dividends	$ -	$ 44,548	$ 25,000	$ 150,000
	TOTAL MISCELLANEOUS REVENUES	**$ -**	**$ 44,548**	**$ 25,000**	**$ 150,000**
OTHER SOURCES					
384.06-00	Bond Issuance	$ -	$ 64,035,638	$ -	$ -
	TOTAL MISCELLANEOUS REVENUES	**$ -**	**$ 64,035,638**	**$ -**	**$ -**
	TOTAL REVENUES	**$ -**	**$ 64,080,186**	**$ 25,000**	**$ 150,000**
SAWGRASS PARKING GARAGE (6801)					
CAPITAL OUTLAY					
65-10	Construction	$ -	$ 10,193,982	$ 25,000	$ 150,000
	TOTAL CAPITAL OUTLAY	**$ -**	**$ 10,193,982**	**$ 25,000**	**$ 150,000**
	TOTAL EXPENDITURES	**$ -**	**$ 10,193,982**	**$ 25,000**	**$ 150,000**

*New Fund 310 created in FY 2014/2015

FUND 325 - GENERAL CAPITAL IMPROVEMENTS

PROGRAM/SERVICES DESCRIPTION

This fund accounts for the revenues and expenditures of general capital improvement projects.

	FY 13/14 ACTUALS	FY 14/15 ACTUALS	FY 15/16 ADOPTED	FY 16/17 ADOPTED
REVENUES				
INTERGOVERNMENT REVENUES	$ 927,057	$ 44,538	$ 200,000	$ -
MISCELLANEOUS REVENUES	1,182,712	391,810	196,660	150,100
OTHER SOURCES	1,800,000	4,637,658	5,099,590	3,517,310
TOTAL REVENUES	**$ 3,909,769**	**$ 5,074,006**	**$ 5,496,250**	**$ 3,667,410**
APPROPRIATIONS				
PERSONNEL SERVICES	$ -	$ 275,308	$ -	$ -
OPERATING EXPENSES	972	-	-	-
CAPITAL OUTLAY	2,541,525	5,175,379	5,496,250	3,667,410
TOTAL APPROPRIATIONS	**$ 2,542,497**	**$ 5,450,687**	**$ 5,496,250**	**$ 3,667,410**
NET RESULTS	**$ 1,367,272**	**$ (376,681)**	**$ -**	**$ -**

REVENUE SUMMARY

		FY 13/14 ACTUALS	FY 14/15 ACTUALS	FY 15/16 ADOPTED	FY 16/17 ADOPTED
INTERGOVERNMENT REVENUES					
331.49-00	Other Transportation	$ 177,057	$ -	$ -	$ -
334.20-10	Div Emergency Mgmt	750,000	-	-	-
334.36-01	FL Dept of Environment Protect	-	-	200,000	-
334.90-02	FDOT	-	44,538	-	-
337.30-01	Broward County Joint Part 6259	-	-	-	-
	TOTAL INTERGOVERNMENT REVENUES	**$ 927,057**	**$ 44,538**	**$ 200,000**	**$ -**
MISCELLANEOUS REVENUES					
361.02-00	Super Now Accounts	$ 620	$ -	$ -	$ -
361.03-00	CD's & T'Bills	100,126	-	-	-
361.10-00	Interest & Dividends	9	-	-	-
361.10-01	Interest & Dividends	-	207,523	70,000	70,000
361.10-03	Investment Income	-	-	-	51,300
361.20-00	State Pool	2,148	-	-	-
361.30-00	Inc(Dec) Fair Value SBA	(73,818)	-	-	-
361.39-00	Inc(Dec) Fair Value Other	(611)	7,729	-	-
361.99-99	Interest Summary	-	-	-	-
366.20-00	Developer Contribution	226,667	-	126,660	-
369.06-00	Insurance Receipts	927,571	26,558	-	28,800
369.30-00	Settlements	-	150,000	-	-
	TOTAL MISCELLANEOUS REVENUES	**$ 1,182,712**	**$ 391,810**	**$ 196,660**	**$ 150,100**
OTHER SOURCES					
381.01-00	General Fund 001	$ 1,610,000	$ 3,837,658	$ 1,705,950	$ -
381.12-00	Impact Fees Fund 125	190,000	-	-	-
381.12-00	Police Confiscation 610	-	800,000	-	-
389.90-10	From Fund Balance	-	-	3,393,640	3,517,310
	TOTAL OTHER SOURCES	**$ 1,800,000**	**$ 4,637,658**	**$ 5,099,590**	**$ 3,517,310**
	TOTAL REVENUES	**$ 3,909,769**	**$ 5,074,006**	**$ 5,496,250**	**$ 3,667,410**

FUND 325 - GENERAL CAPITAL IMPROVEMENTS

		FY 13/14 ACTUALS	FY 14/15 ACTUALS	FY 15/16 ADOPTED	FY 16/17 ADOPTED
OPERATING EXPENSES					
34-01	Banking Services	$ 972	$ -	$ -	$ -
	TOTAL OPERATING EXPENSES	**$ 972**	**$ -**	**$ -**	**$ -**
ENGINEERING (4320)					
PERSONNEL SERVICES					
12-01	Salaries	$ -	$ 33,199	$ -	$ -
14-02	Overtime/Straight Time	-	1	-	-
21-01	SS & Medicare Matching	-	2,609	-	-
22-01	Pension-General	-	8,792	-	-
22-04	401A Contributions	-	109	-	-
23-01	Health	-	6,365	-	-
23-05	Long Term Care	-	49	-	-
23-06	Dental	-	95	-	-
23-07	Catastrophic/Intensive Care	-	185	-	-
29-99	Capitalized Labor	-	(5,981)	-	-
	TOTAL PERSONNEL SERVICES	**$ -**	**$ 45,423**	**$ -**	**$ -**
CAPITAL PROJECTS (4330)					
PERSONNEL SERVICES					
12-01	Salaries	$ -	$ 270,780	$ -	$ -
21-01	SS & Medicare Matching	-	20,634	-	-
22-01	Pension-General	-	51,583	-	-
22-04	401A Contributions	-	4,951	-	-
23-01	Health	-	42,393	-	-
23-05	Long Term Care	-	2,026	-	-
23-06	Dental	-	612	-	-
23-07	Catastrophic/Intensive Care	-	1,473	-	-
29-99	Capitalized Labor	-	(164,567)	-	-
	TOTAL PERSONNEL SERVICES	**$ -**	**$ 229,885**	**$ -**	**$ -**
CITY HALL (6207)					
CAPITAL OUTLAY					
65-02	Design	$ 37,000	$ 37,035	$ -	$ -
65-10	Construction	60,367	20,002	-	-
	TOTAL CAPITAL OUTLAY	**$ 97,367**	**$ 57,037**	**$ -**	**$ -**
ENTRY SIGNS/WAYFINDING (6274)					
CAPITAL OUTLAY					
65-02	Design	$ -	$ -	$ 10,000	$ -
65-05	Other Costs	1,570	12,770	-	-
65-10	Construction	-	4,043	100,000	-
	TOTAL CAPITAL OUTLAY	**$ 1,570**	**$ 16,813**	**$ 110,000**	**$ -**
FIRE STATION 72 RENOVATION (6280)					
CAPITAL OUTLAY					
65-02	Design	$ -	$ 5,376	$ -	$ -
	TOTAL CAPITAL OUTLAY	**$ -**	**$ 5,376**	**$ -**	**$ -**
HIATUS ROAD WALL (6287)					
CAPITAL OUTLAY					
65-10	Construction	$ 3,631	$ 26,284	$ -	$ -
	TOTAL CAPITAL OUTLAY	**$ 3,631**	**$ 26,284**	**$ -**	**$ -**

FUND 325 - GENERAL CAPITAL IMPROVEMENTS

		FY 13/14 ACTUALS	FY 14/15 ACTUALS	FY 15/16 ADOPTED	FY 16/17 ADOPTED
PUBLIC WORKS FACILITY (6290)					
CAPITAL OUTLAY					
65-02	Design	$ 18,900	$ -	$ -	$ -
65-05	Other Costs	6,642	-	-	-
65-10	Construction	13,199	15,120	-	-
	TOTAL CAPITAL OUTLAY	**$ 38,741**	**$ 15,120**	**$ -**	**$ -**
OPEN/GREENSPACE IMPROVEMENT (6407)					
CAPITAL OUTLAY					
65-02	Design	$ 48,115	$ 146,782	$ -	$ -
65-10	Construction	1,008,374	3,764,851	1,820,000	-
	TOTAL CAPITAL OUTLAY	**$ 1,056,489**	**$ 3,911,633**	**$ 1,820,000**	**$ -**
FIRESTATION REPAIRS (6442)					
CAPITAL OUTLAY					
65-02	Design	$ 3,880	$ -	$ -	$ -
65-10	Construction	85	256,473	-	-
	TOTAL CAPITAL OUTLAY	**$ 3,965**	**$ 256,473**	**$ -**	**$ -**
PUBLIC SAFETY HEADQTR BLDG (6443)					
CAPITAL OUTLAY					
65-02	Design	$ 18,937	$ 5,096	$ -	$ -
65-05	Other Costs	46,155	-	-	-
65-10	Construction	127,106	70,285	-	-
	TOTAL CAPITAL OUTLAY	**$ 192,198**	**$ 75,381**	**$ -**	**$ -**
MISC WALL REPAIRS (6445)					
CAPITAL OUTLAY					
65-10	Construction	$ 30,310	$ 2,193	$ -	$ -
	TOTAL CAPITAL OUTLAY	**$ 30,310**	**$ 2,193**	**$ -**	**$ -**
SUNRISE LAKES PH I PARK (6453)					
CAPITAL OUTLAY					
65-02	Design	$ -	$ 6,705	$ -	$ -
65-10	Construction	61	-	-	-
	TOTAL CAPITAL OUTLAY	**$ 61**	**$ 6,705**	**$ -**	**$ -**
SHADE CANOPIES PARK BLEACH (6459)					
CAPITAL OUTLAY					
65-10	Construction	$ 76,898	$ -	$ -	$ -
	TOTAL CAPITAL OUTLAY	**$ 76,898**	**$ -**	**$ -**	**$ -**
TRAFFIC CALMING (6463)					
CAPITAL OUTLAY					
65-02	Design	$ 13,010	$ 912	$ -	$ -
65-10	Construction	2,750	2,043	-	-
	TOTAL CAPITAL OUTLAY	**$ 15,760**	**$ 2,955**	**$ -**	**$ -**
FACILITIES IMPROVEMENT/VARIOUS (6464)					
CAPITAL OUTLAY					
65-10	Construction	$ 1,203	$ -	$ -	$ -
	TOTAL CAPITAL OUTLAY	**$ 1,203**	**$ -**	**$ -**	**$ -**

FUND 325 - GENERAL CAPITAL IMPROVEMENTS

		FY 13/14 ACTUALS	FY 14/15 ACTUALS	FY 15/16 ADOPTED	FY 16/17 ADOPTED
SAC CONCESSION STAND/PRESS BOX (6466)					
CAPITAL OUTLAY					
65-02	Design	$ 14,400	$ 2,400	$ -	$ -
65-10	Construction	-	-	-	-
	TOTAL CAPITAL OUTLAY	**$ 14,400**	**$ 2,400**	**$ -**	**$ -**
OPB - MEDIAN MODIFICATION (6467)					
CAPITAL OUTLAY					
65-10	Construction	$ 170,165	$ 4,038	$ -	$ -
	TOTAL CAPITAL OUTLAY	**$ 170,165**	**$ 4,038**	**$ -**	**$ -**
VARIOUS LS FACILITIES IMPROVEMENT (6468)					
CAPITAL OUTLAY					
65-10	Construction	$ 81,647	$ 194,229	$ -	$ -
	TOTAL CAPITAL OUTLAY	**$ 81,647**	**$ 194,229**	**$ -**	**$ -**
WELLEY PARK TRAIL IMPROVEMENT (6469)					
CAPITAL OUTLAY					
65-02	Design	$ 34,940	$ 2,522	$ -	$ -
65-10	Construction	613,875	43,365	-	-
	TOTAL CAPITAL OUTLAY	**$ 648,815**	**$ 45,887**	**$ -**	**$ -**
GENERATOR/STORM PROTECT FS92 (6470)					
CAPITAL OUTLAY					
65-02	Design	$ 24,895	$ 10,957	$ -	$ -
65-10	Construction	3,320	36,882	-	-
	TOTAL CAPITAL OUTLAY	**$ 28,215**	**$ 47,839**	**$ -**	**$ -**
AMEX TURN LANES (6471)					
CAPITAL OUTLAY					
65-02	Design	$ 29,563	$ 38,094	$ -	$ -
65-05	Other Costs	-	1,590	-	-
65-10	Construction	-	22,254	-	-
	TOTAL CAPITAL OUTLAY	**$ 29,563**	**$ 61,938**	**$ -**	**$ -**
SUNBLEST SOUND WALL (6472)					
CAPITAL OUTLAY					
65-02	Design	$ -	$ 41,972	$ -	$ -
65-10	Construction	-	1,100	-	-
	TOTAL CAPITAL OUTLAY	**$ -**	**$ 43,072**	**$ -**	**$ -**
44TH STREET BIKE LANE (6473)					
CAPITAL OUTLAY					
65-02	Design	$ 47,652	$ 119,878	$ -	$ -
	TOTAL CAPITAL OUTLAY	**$ 47,652**	**$ 119,878**	**$ -**	**$ -**
W SUNRISE TOD INFRAS IMPROVE (6474)					
CAPITAL OUTLAY					
65-02	Design	$ 2,875	$ 8,020	$ 250,000	$ -
	TOTAL CAPITAL OUTLAY	**$ 2,875**	**$ 8,020**	**$ 250,000**	**$ -**

FUND 325 - GENERAL CAPITAL IMPROVEMENTS

		FY 13/14 ACTUALS	FY 14/15 ACTUALS	FY 15/16 ADOPTED	FY 16/17 ADOPTED
25.5 WETLANDS REMEDIATION (6475)					
CAPITAL OUTLAY					
65-02	Design	$ -	$ 19,213	$ -	$ -
65-10	Construction	-	-	-	450,000
	TOTAL CAPITAL OUTLAY	**$ -**	**$ 19,213**	**$ -**	**$ 450,000**
PSB COMMUNITY ROOM EXPANSION (6477)					
CAPITAL OUTLAY					
65-02	Design	$ -	$ 50,179	$ -	$ -
65-05	Other Costs	-	-	15,000	-
65-10	Construction	-	-	935,000	-
	TOTAL CAPITAL OUTLAY	**$ -**	**$ 50,179**	**$ 950,000**	**$ -**
CITYWIDE LANDSCAPE RESTORATION (6478)					
CAPITAL OUTLAY					
65-10	Construction	$ -	$ 182,360	$ 250,000	$ -
	TOTAL CAPITAL OUTLAY	**$ -**	**$ 182,360**	**$ 250,000**	**$ -**
SHOTGUN RD LINEAR PARK IMPROVE (6479)					
CAPITAL OUTLAY					
65-02	Design	$ -	$ 20,356	$ -	$ -
65-05	Other Costs	-	-	10,000	-
65-10	Construction	-	-	951,000	-
	TOTAL CAPITAL OUTLAY	**$ -**	**$ 20,356**	**$ 961,000**	**$ -**
COMMERICAL BLVD IMPROVE (6480)					
CAPITAL OUTLAY					
65-02	Design	$ -	$ -	$ 43,000	$ -
65-10	Construction	-	-	-	510,000
	TOTAL CAPITAL OUTLAY	**$ -**	**$ -**	**$ 43,000**	**$ 510,000**
LIVING FAITH CHURCH DEMO (6481)					
CAPITAL OUTLAY					
65-10	Construction	$ -	$ -	$ 148,000	$ -
	TOTAL CAPITAL OUTLAY	**$ -**	**$ -**	**$ 148,000**	**$ -**
NW 64 AVE COMPLETE STREET (6482)					
CAPITAL OUTLAY					
65-02	Design	$ -	$ -	$ 410,000	$ -
65-05	Other Costs	-	-	10,000	-
65-10	Construction	-	-	-	2,214,000
	TOTAL CAPITAL OUTLAY	**$ -**	**$ -**	**$ 420,000**	**$ 2,214,000**
WELLEBY POOL DECK REPLACE (6483)					
CAPITAL OUTLAY					
65-02	Design	$ -	$ -	$ 30,000	$ -
65-05	Other Costs	-	-	10,000	-
65-10	Construction	-	-	230,000	-
	TOTAL CAPITAL OUTLAY	**$ -**	**$ -**	**$ 270,000**	**$ -**

FUND 325 - GENERAL CAPITAL IMPROVEMENTS

		FY 13/14 ACTUALS	FY 14/15 ACTUALS	FY 15/16 ADOPTED	FY 16/17 ADOPTED
HIATUS RD PRIVACY WALL FC (6486)					
CAPITAL OUTLAY					
65-10	Construction	$ -	$ -	$ -	$ 150,000
	TOTAL CAPITAL OUTLAY	**$ -**	**$ -**	**$ -**	**$ 150,000**
SUNRISE COMMERCE PK ENTRY (6487)					
CAPITAL OUTLAY					
65-02	Design	$ -	$ -	$ -	$ 25,000
	TOTAL CAPITAL OUTLAY	**$ -**	**$ -**	**$ -**	**$ 25,000**
SUNSET STRIP BICYCLE LANE (6488)					
CAPITAL OUTLAY					
65-02	Design	$ -	$ -	$ -	$ 40,000
	TOTAL CAPITAL OUTLAY	**$ -**	**$ -**	**$ -**	**$ 40,000**
SALARIES/FRINGES ALLOCATION (6999)					
CAPITAL OUTLAY					
65-10	Construction	$ -	$ -	$ 274,250	$ 278,410
	TOTAL CAPITAL OUTLAY	**$ -**	**$ -**	**$ 274,250**	**$ 278,410**
	TOTAL EXPENDITURES	**$ 2,542,497**	**$ 5,450,687**	**$ 5,496,250**	**$ 3,667,410**

FUND 326 - GENERAL OBLIGATIONS (GO) BONDS SERIES 2015

PROGRAM/SERVICES DESCRIPTION

This fund accounts for the development, design, and construction of certain parks, recreation, and leisure projects citywide.

		FY 13/14 ACTUALS	FY 14/15 ACTUALS	FY 15/16 ADOPTED	FY 16/17 ADOPTED
MISCELLANEOUS REVENUES					
361.10-01	Interests & Dividends	$ -	$ 36,838	$ 40,000	$ 139,210
	TOTAL MISCELLANEOUS REVENUES	**$ -**	**$ 36,838**	**$ 40,000**	**$ 139,210**
OTHER SOURCES					
381.01-00	General Fund 001	$ -	$ -	$ 97,130	$ -
389.90-11	Bond Issuance	-	36,673,517	-	-
	TOTAL OTHER SOURCES	**$ -**	**$ 36,673,517**	**$ 97,130**	**$ -**
	TOTAL REVENUES	**$ -**	**$ 36,710,355**	**$ 137,130**	**$ 139,210**
CAPITAL OUTLAY (6999)					
61-00	Land Purchase	$ -	$ 5,233,695	$ -	$ -
65-02	Design	-	289,058	-	-
65-10	Construction	-	15,766	137,130	139,210
	TOTAL CAPITAL OUTLAY	**$ -**	**$ 5,538,519**	**$ 137,130**	**$ 139,210**
	TOTAL EXPENDITURES	**$ -**	**$ 5,538,519**	**$ 137,130**	**$ 139,210**

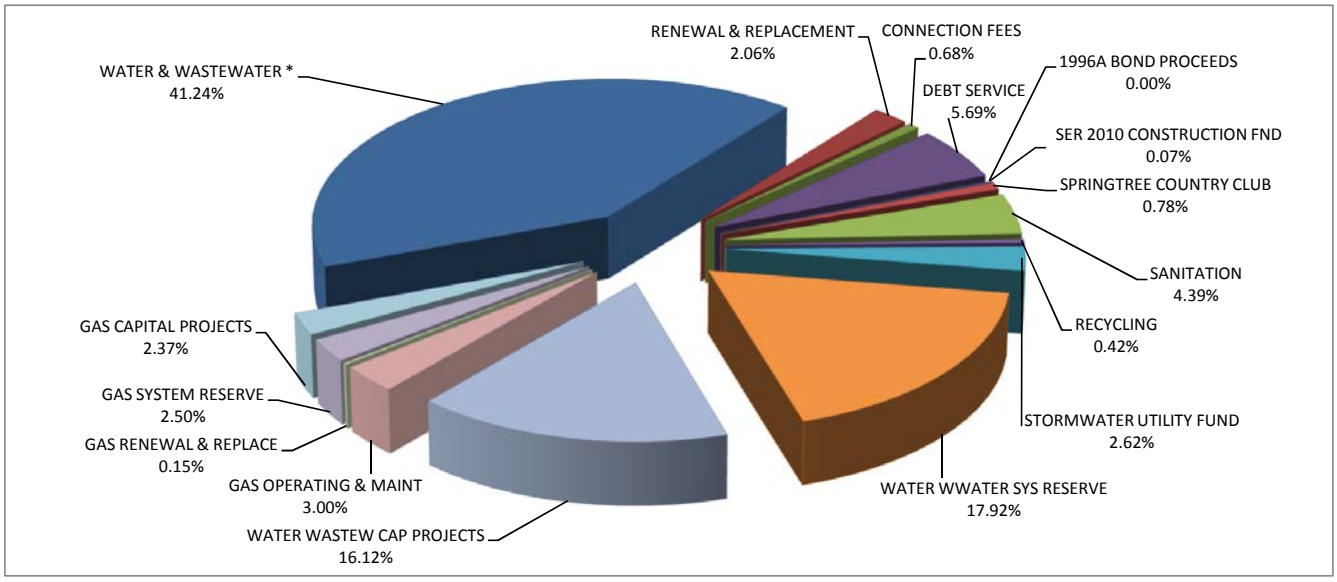
*New Fund 326 created in FY 2014/2015

CITY OF SUNRISE
FLORIDA

ENTERPRISE FUNDS SUMMARY
BY FUND

FUND	FY 2013/2014 ACTUAL	FY 2014/2015 ACTUAL	FY 2015/2016 ADOPTED	FY 2016/2017 ADOPTED	% TOTAL BUDGET
WATER & WASTEWATER *	$ 150,510,952	$ 149,110,741	$ 107,565,470	$ 110,506,630	41.24%
RENEWAL & REPLACEMENT	27,245,754	5,078,805	22,015,760	5,531,990	2.06%
CONNECTION FEES	(64,202)	238,207	1,802,920	1,816,530	0.68%
DEBT SERVICE	14,945,839	18,431,011	15,275,450	15,243,240	5.69%
1996A BOND PROCEEDS	(7,374)	29,624	-	-	0.00%
1998/1998A BOND PROCEEDS	2,023	7,019	-	-	0.00%
SER 2010 CONSTRUCTION FND	447,293	1,034,225	182,830	185,610	0.07%
SPRINGTREE COUNTRY CLUB	1,880,850	1,826,575	1,923,320	2,035,380	0.76%
SANITATION	10,085,978	10,504,346	10,504,510	11,769,270	4.39%
RECYCLING	1,552,953	1,540,707	1,770,650	1,133,080	0.42%
STORMWATER UTILITY FUND	6,249,856	6,751,691	7,573,730	7,027,900	2.62%
WATER WWATER SYS RESERVE	-	32,062,934	35,771,380	48,011,920	17.92%
WATER WASTEW CAP PROJECTS	-	29,202,876	31,030,630	43,194,750	16.12%
GAS OPERATING & MAINT	-	9,876,140	8,263,600	8,042,250	3.00%
GAS RENEWAL & REPLACE	-	5,176,202	413,180	402,120	0.15%
GAS SYSTEM RESERVE	-	1,045,712	1,953,123	6,700,380	2.50%
GAS CAPITAL PROJECTS	-	-	1,613,123	6,360,380	2.37%
TOTAL	**$ 212,849,922**	**$ 271,916,815**	**$ 247,659,676**	**$ 267,961,430**	**100.00%**

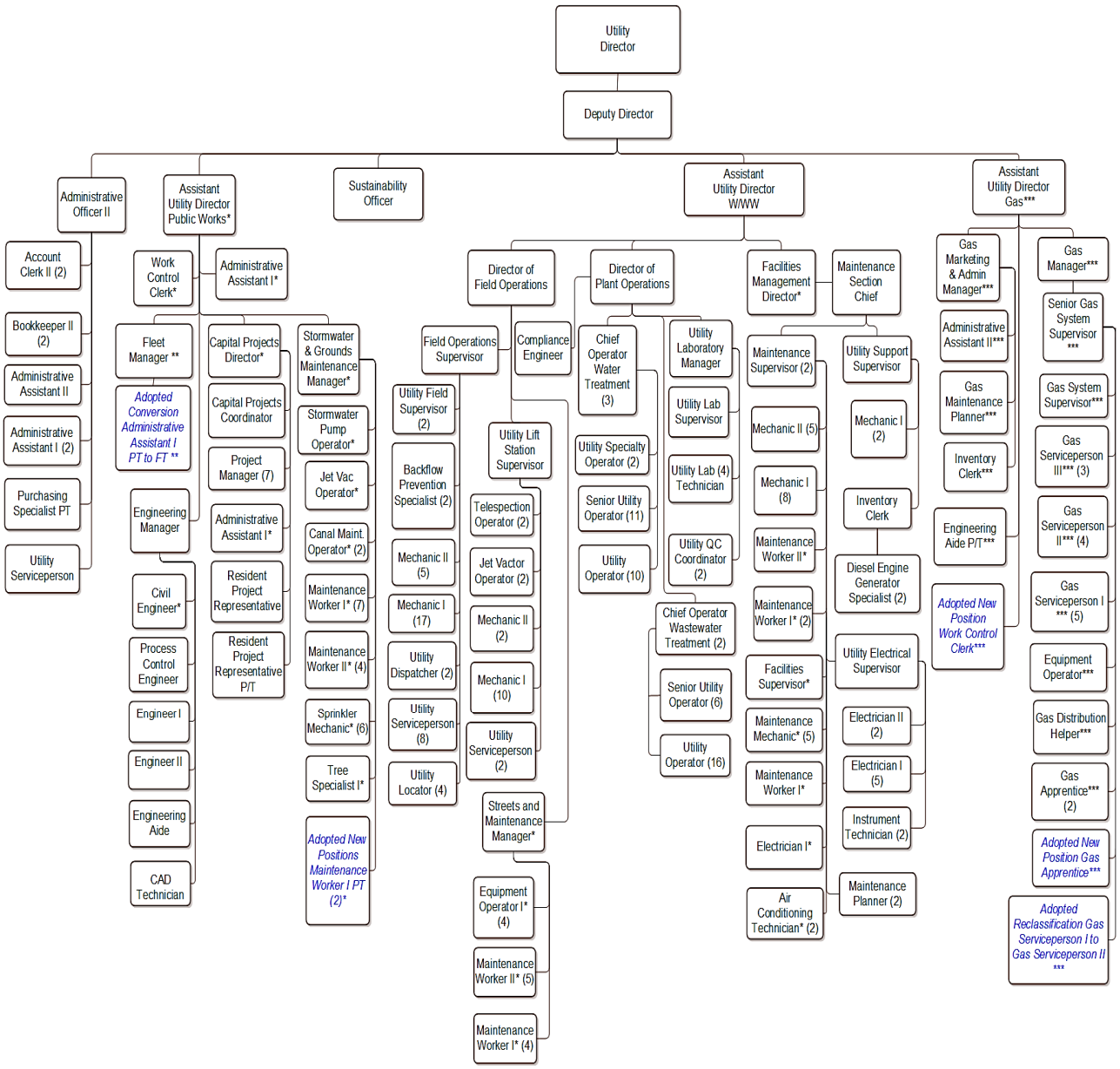
FY 2016/2017 - Enterprise Funds
$267,961,430



*Gas Operating actuals included in FY2013 and FY2014. New Gas Operating Fund created in FY2015.

CITY OF SUNRISE
FLORIDA

UTILITIES DEPARTMENT



*Positions Split-Funded by General Fund/ Fuel & Roadway Fund (191)/ Water & Wastewater Fund (401)/ Stormwater Fund (444)

**Positions Funded by Fleet Services Fund (502)

***Positions Funded by Gas Operating & Maintenance Fund (471)

FUND 401 - UTILITIES WATER AND WASTEWATER

	FY 13/14 ACTUALS	FY 14/15 ACTUALS	FY 15/16 ADOPTED	FY 16/17 ADOPTED
REVENUES				
INTERGOVERNMENT REVENUES	$ 1,766,058	$ 1,789,741	$ 1,791,720	$ 1,791,720
SERVICE REVENUES	96,324,644	101,576,990	103,593,180	106,332,230
MISCELLANEOUS REVENUES	1,112,165	1,503,172	2,180,570	2,382,680
TOTAL REVENUES	**$ 99,202,867**	**$ 104,869,903**	**$ 107,565,470**	**$ 110,506,630**
APPROPRIATIONS				
PERSONNEL SERVICES	$ 21,738,200	$ 23,120,067	$ 25,263,480	$ 25,329,770
OPERATING EXPENSES	24,359,695	25,974,072	28,236,650	30,199,140
CAPITAL OUTLAY	-	4,163,799	226,900	319,950
GRANTS & AIDS	-	-	10,000	-
OTHER USES	49,627,173	54,615,095	53,828,440	54,657,770
TOTAL APPROPRIATIONS	**$ 95,725,068**	**$ 107,873,033**	**$ 107,565,470**	**$ 110,506,630**
NET RESULTS	**$ 3,477,799**	**$ (3,003,130)**	**$ -**	**$ -**

REVENUE SUMMARY

		FY 13/14 ACTUALS	FY 14/15 ACTUALS	FY 15/16 ADOPTED	FY 16/17 ADOPTED
INTERGOVERNMENT REVENUES					
331.50-04	Build America Bonds Sub	$ 1,766,058	$ 1,789,741	$ 1,791,720	$ 1,791,720
	TOTAL INTERGOVERNMENT REVENUES	**$ 1,766,058**	**$ 1,789,741**	**$ 1,791,720**	**$ 1,791,720**
SERVICE REVENUES					
343.30-01	Water Revenue	$ 44,614,614	$ 47,323,697	$ 47,813,170	$ 49,440,000
343.30-02	Meter Connections	30,900	36,550	36,000	32,000
343.30-04	Guaranteed Revenue/Water	80,286	80,555	78,430	85,280
343.30-06	Reservation of Capacity	117,480	266,876	559,000	466,040
343.50-01	Wasterwater Charges	48,822,663	51,231,499	52,410,870	53,560,000
343.50-04	Guaranteed Revenue/Wastewater	99,510	99,688	99,210	105,060
343.50-06	Reservation of Capacity	159,267	376,622	796,500	531,850
343.60-01	Service Charges	507,973	483,583	480,000	432,000
343.60-09	Late Payment Penalty	1,795,450	1,677,920	1,320,000	1,680,000
343.90-02	Weston Cable Billing Fee	96,501	-	-	-
	TOTAL SERVICE REVENUES	**$ 96,324,644**	**$ 101,576,990**	**$ 103,593,180**	**$ 106,332,230**
MISCELLANEOUS REVENUES					
361.02-00	Super Now Accounts	$ 36,893	$ -	$ -	$ -
361.03-00	CD's & T-Bills	235,946	(895)	-	-
361.09-00	General Fund	30,129	29,567	-	-
361.10-00	Interest & Dividends	22,115	-	-	-
361.10-01	Interest & Dividends	-	423,823	600,000	542,500
361.10-03	Investment Income	-	-	-	278,000
361.20-00	State Pool	37,589	-	-	-
361.30-00	Inc(Dec) Fair Value SBA	(16,200)	-	-	-
361.39-00	Inc(Dec) Fair Value Other	(844)	6,470	-	-
362.00-00	Rentals	18,310	31,965	27,000	26,720
362.01-01	Utility Department	44,971	47,208	48,500	48,500

FUND 401 - UTILITIES WATER AND WASTEWATER

		FY 13/14 ACTUALS	FY 14/15 ACTUALS	FY 15/16 ADOPTED	FY 16/17 ADOPTED
364.01-00	Cash Proceeds	$ 18,836	$ 27,835	$ -	$ -
364.02-00	Gain or Loss	(868,330)	(732,996)	-	-
365.10-00	Materials & Scrap	29,050	2,390	46,410	-
369.06-00	Insurance Receipts	289	194	-	-
369.90-00	Other Miscellaneous	54,682	43,912	44,000	44,000
369.94-00	Administrative Fees	1,384,380	1,400,730	1,414,660	1,442,960
369.90-00	Prior Yr Revenue/Expense	84,349	222,969	-	-
	TOTAL MISCELLANEOUS REVENUES	**$ 1,112,165**	**$ 1,503,172**	**$ 2,180,570**	**$ 2,382,680**
	TOTAL REVENUES	**$ 99,202,867**	**$ 104,869,903**	**$ 107,565,470**	**$ 110,506,630**

ADMINISTRATION (4210-536)

PROGRAM/SERVICES DESCRIPTION

The Administration Section is responsible for providing various utility support activities including planning, sustainability, budgeting, personnel support, and procurement of equipment, materials, supplies and capital improvement. The section also assists with the administration of consultant contracts and special public outreach and education projects for the Water/Wastewater Utility System. The Sustainability Program vets measures, and works with departments to incorporate sustainability criteria or design new sustainability projects and programs to achieve objectives. The Sustainability Program promotes environmental quality through our municipal operations and business practices and similarly works to promote such within our community.

FY 2015/2016 HIGHLIGHTS AND ACCOMPLISHMENTS

◊ Participated in the statewide "Drop Savers" Water Conservation Poster Contest for students within the service area and recognized winners at a City Commission meeting.

◊ Participated in the Broward County Conservation Pays program providing rebates to customers, distributed 154 shower heads, 207 aerators & 30 restaurant pre-rinse spray valves to Sunrise Utilities customers.

◊ Collaborated with Piper High School on outreach events to engage students and encourage their interest in Public Service.

FY 2016/2017 OBJECTIVES/GOALS

◊ Continue to service the community by expediting citizen service requests.

◊ Continue participating in the Water Conservation rebates program.

◊ Continue public outreach and education projects for the community.

PERFORMANCE MEASURES	FY 2014/2015 ACTUAL	FY 2015/2016 TARGET	3/31/2016 ACTUAL	FY 2016/2017 TARGET
Number of employee workplace injuries/occurrences	5	5	2	5
Lost workdays per employee related to injury or illness	0	0	0	0
Percentage of employees separating from the City	3%	3%	4%	3%

ADMINISTRATION (4210-536)

	FY 13/14 ACTUALS	FY 14/15 ACTUALS	FY 15/16 ADOPTED	FY 16/17 ADOPTED
EXPENDITURES				
Personnel Services	$ 1,252,976	$ 1,574,229	$ 1,888,640	$ 1,862,460
Operating Expenses	2,757,823	428,416	514,190	410,880
Capital Outlay	-	-	12,000	3,000
TOTAL EXPENDITURES	**$ 4,010,799**	**$ 2,002,645**	**$ 2,414,830**	**$ 2,276,340**

SIGNIFICANT CHANGES FROM FISCAL YEAR 2015/2016 ADOPTED BUDGET

PERSONNEL SERVICES $ (26,180)

The negative variance is primarily attributed to organizational and base salary changes.

OPERATING EXPENSES $ (103,310)

The negative variance is primarily attributed to the reallocation of auditing expenses to 401-4260.

CAPITAL OUTLAY $ (9,000)

The negative variance is due to changes in capital needs from year to year. In FY 2017, the budget includes a color printer.

PERSONNEL COMPLEMENT

POSITION TITLE	FY 13/14 ACTUALS	FY 14/15 ACTUALS	FY 15/16 ADOPTED	FY 16/17 ADOPTED
Utility Director	1	1	1	1
Deputy Director	0	0	1	1
Assistant Utility Director	1	1	1	1
Account Clerk II	2	2	2	2
Administrative Officer II	1	1	1	1
Bookkeeper II	2	2	2	2
Administrative Assistant I	1	2	2	2
Administrative Assistant II	1	1	1	1
Utility Serviceperson	1	1	1	1
Sustainability Officer	1	1	1	1
Administrative Assistant I PT	1	0	0	0
Purchasing Specialist PT	1	1	1	1
TOTAL POSITIONS	**13**	**13**	**14**	**14**

ADMINISTRATION (4210-536)

		FY 13/14 ACTUALS	FY 14/15 ACTUALS	FY 15/16 ADOPTED	FY 16/17 ADOPTED
PERSONNEL SERVICES					
12-01	Salaries	$ 797,179	$ 976,477	$ 1,193,240	$ 1,103,920
13-00	Salaries/Part-Time	146	26,729	31,530	31,530
13-08	Interns	-	1,668	12,480	12,480
14-01	Overtime/Time And A Half	962	601	500	500
14-02	Overtime/Straight Time	2,389	1,007	900	1,000
15-03	Leave Payout	-	2,407	-	-
15-04	Auto Allowance	2,407	4,264	2,400	2,400
21-01	SS & Medicare Matching	57,796	72,236	93,960	87,040
22-01	Pension-General	255,405	300,039	297,440	362,940
22-04	401A Contributions	-	2,291	2,310	6,480
23-01	Health	117,487	155,681	220,860	218,480
23-02	Disability Long-Term	886	-	-	-
23-03	Life & Accident, Death, Dis	17,390	24,895	25,060	25,060
23-05	Long Term Care	-	917	950	1,760
23-06	Dental	-	991	1,000	1,590
23-07	Catastrophic/Intensive Care	-	1,639	1,640	2,410
24-00	Workers' Compensation	929	3,510	4,370	4,870
29-99	Capitalized Labor	-	(1,123)	-	-
	TOTAL PERSONNEL SERVICES	**$ 1,252,976**	**$ 1,574,229**	**$ 1,888,640**	**$ 1,862,460**
OPERATING EXPENSES					
31-11	Legal Services	$ 57,109	$ 44,035	$ 36,000	$ 60,000
31-20	Medical Services	-	956	1,200	1,200
31-30	Professional Services	12,394	-	-	-
32-01	Auditing - Annual	60,060	59,580	61,560	-
34-01	Banking Services	3,937	-	5,000	5,000
34-02	Records Retention	-	643	600	600
34-09	Trustee Fees	2,054	2,054	2,000	2,000
34-20	Misc Contract Services	66,427	90,396	79,290	37,200
40-01	Travel & Per Diem	1,293	-	-	-
40-02	Local Mileage	264	-	-	-
40-04	Travel/In-County	-	-	-	600
40-05	Travel/Out Of County	-	859	4,050	1,730
40-06	Travel/Out Of State	-	108	-	-
41-01	Communications	120,624	6,662	7,560	5,310
41-04	Postage	2,448	-	-	-
41-06	Communication Equipment	-	-	200	-
42-01	Postage	-	459	500	500
43-15	Stormwater	37,631	-	-	-
44-06	Copiers	-	1,922	1,940	1,940
44-07	Per Print Cost	-	523	900	900
45-01	Liability	249,695	-	-	-
45-02	Property	1,138,610	-	-	-
45-04	Bond Insurance	621	-	-	-
45-05	Flood	58,848	-	-	-
45-06	Boiler & Machinery	12,992	-	-	-
45-08	Liab Underground Storage	5,590	-	-	-
46-10	Fleet Charges	307,973	-	-	-
46-11	Maint Office Equipment	178	-	200	200

ADMINISTRATION (4210-536)

		FY 13/14 ACTUALS	FY 14/15 ACTUALS	FY 15/16 ADOPTED	FY 16/17 ADOPTED
46-13	Maint Communication Equip	$ 1,558	$ 500	$ -	$ -
47-01	Printing & Binding	1,748	-	-	1,500
47-02	Photocopying Costs	2,466	-	-	-
49-08	Permits & Licenses	-	198	-	300
49-45	Sewer Services/Plantation	55,280	34,661	95,000	95,000
49-46	Water Conserv/Educat Prog	120,109	132,220	164,150	145,200
49-47	Water Conserv/Earth Day	3,033	8,442	10,000	10,000
49-99	Bad Debt Expense	109,870	-	-	-
51-01	Office Supplies	1,000	4,713	5,000	5,000
52-01	Gas & Oil	288,377	-	-	-
52-03	Uniforms	-	-	-	790
52-06	Non-Capital Equipment & Parts	-	-	2,000	1,000
52-08	Non-Capital Computer	-	-	1,400	-
52-12	Custodial	10,665	13,741	12,000	12,000
52-90	Other Supplies & Expenses	6,292	-	-	-
52-99	Purchase Inventory	6,642	8,521	-	-
54-01	Subs & Memberships	8,073	15,287	16,880	16,780
54-02	Tuition	3,962	-	-	-
55-01	Training Registration	-	1,936	6,760	6,130
	TOTAL OPERATING EXPENSES	**$ 2,757,823**	**$ 428,416**	**$ 514,190**	**$ 410,880**
CAPITAL OUTLAY					
64-01	Machines & Equipment	-	-	$ 12,000	-
64-02	Computer Equipment	-	-	-	3,000
	TOTAL CAPITAL OUTLAY	$ -	$ -	**$ 12,000**	**$ 3,000**
	TOTAL EXPENDITURES	**$ 4,010,799**	**$ 2,002,645**	**$ 2,414,830**	**$ 2,276,340**

PROGRAM MODIFICATION-SUPPLEMENTAL REQUEST

New Program - Water Conserving Landscaping NatureScape

DEPT/ DIV NO.	DEPARTMENT NAME	DIVISION NAME	TOTAL COST
4210	UTILITIES	ADMINISTRATION	$ 8,000

Justification

NatureScape is Broward County's program that promotes environmentally responsible landscaping and provides recognition for landscapes that are certified through either the Florida Yards program or the National Wildlife Federation (NWF) Certified Wildlife Habitat program. There are over 3,000 NatureScape recognized sites throughout Broward County and 53 in Sunrise. We want that number to triple! To support water conserving landscaping practices and promote NatureScape, we propose the following: municipal demonstration installations, public workshops and certification assistance, plant giveaways at City events (not including our Earth Day plant giveaway), and assistance for butterfly gardens and activities at three local schools. Activities leverage resources from the County, the University of Florida's Institute of Food and Agricultural Sciences, and the NWF, and mobilizes trained volunteers including Master Gardeners and partners with the Sunrise VA Clinic Vet Garden program.

Required Resources

Personnel Costs

Number of Positions (A)	Title	Salary (B)	Fringe Benefits (C)	Cost A x (B+C)
			-	-
			-	-
			-	-
			Total Personnel Costs	$ -

Recurring Operating Costs

Account Number	Description	Cost
	Total Recurring Operating Costs	$ -

One -Time Costs

Account Number	Description	Cost
49-46	Water Conserv/Educat Prog	8,000
	Total One-Time Costs	$ 8,000

Benefits

Activities will demonstrate best practices, provide public education and support water conservation and environmental protection as well as the attainment of our environmentally responsible landscape certification goal which is to see at least 211 properties in Sunrise certified with the NWF program. The funds will support municipal best practices and the education and engagement of our community through featuring "Be a Butterfly Hero" as a recommended stewardship activity of the City's Good and Green sustainability initiative.

PROGRAM MODIFICATION-SUPPLEMENTAL REQUEST

New Program - Naturscape Residential Irrigation Efficiency Analysis

DEPT/ DIV NO.	DEPARTMENT NAME	DIVISION NAME	TOTAL COST
4210	UTILITIES	ADMINISTRATION	$ 4,050

Justification

The existing NatureScape Inter-Local Agreement (ILA) with Broward County provides irrigation system efficiency and landscape evaluations to support water conservation. Municipal and commercial properties are eligible for these evaluations. There have been requests for similar assistance for single family residential properties and the County is amenable to providing residential evaluations as part of our ILA. To demonstrate impact, the County has recommended that the Pilot target a specific neighborhood and that eligibility include potable water use for landscaping irrigation and a commitment to make a good faith effort to implement the evaluation report recommendations [note that this funding does not provide support for any physical improvements]. The evaluations, including follow-up cost $675 each and six are proposed.

Required Resources

Personnel Costs

Number of Positions (A)	Title	Salary (B)	Fringe Benefits (C)	Cost A x (B+C)
			-	-
			-	-
			-	-
			Total Personnel Costs	$ -

Recurring Operating Costs

Account Number	Description	Cost
49-46	Water Conserv/Educat Prog	4,050
	Total Recurring Operating Costs	$ 4,050

One -Time Costs

Account Number	Description	Cost
	Total One-Time Costs	$ -

Benefits

Residential irrigation system efficiency and landscaping recommendations will support our water conservation goals and commitment to landscaping best practices. The service will demonstrate responsiveness to an expressed community need and will create a supportive pathway to practicing sustainability - specifically by making irrigation efficiency improvements and landscaping best practices accessible to our residents. Our sustainability engagement initiative, Good and Green will support the targeted marketing of the service with support from the County.

CAPITAL OUTLAY REQUEST

DEPT/ DIV NO.	DEPARTMENT NAME	DIVISION NAME	TOTAL COST
4210	UTILITIES	ADMINISTRATION	$ 3,000

#	Acct. # (XX-XX)	Quantity	Item	Description and Justification	Unit Cost	Extended Cost
1	64-02	1	Color Printer	***REPLACEMENT*** Color printer used by the Utilities Administration Building staff to print maps & other documents. Current printer was purchased in 2013 & has been repaired six times. Replacement printer name: NUTLENGCOL; asset #21583	3,000	3,000
						-
						-
						-
						-

CITY OF SUNRISE
FLORIDA

PUBLIC SERVICE (4215-536)

PROGRAM/SERVICES DESCRIPTION

The Public Service Division provides accurate and timely utility billings to Water, Wastewater and Gas customers, processes customer payments, and offers professional and courteous customer service. The Public Service Division provides services such as a customer call-in center, three payment locations for opening and closing utility accounts and receiving point of sale transactions, in-house collections, field and billing staff, and the administration of a meter reading contract used to facilitate billing to over 63,000 accounts, and collecting associated revenues.

FY 2015/2016 HIGHLIGHTS AND ACCOMPLISHMENTS

- Reduced the costs associated with printing and document storage by enahncing automation and digital document storage.
- Improved the quality of service provided to the public by implementing and revising manuals, policies and procedures used by staff.
- Provided the public with continuity of service by ensuring employees have the necessary skills, training, and knowledge to perform job related tasks.

FY 2016/2017 OBJECTIVES/GOALS

- Continue to create, implement and maintain an electronic database for all documents received and retained by Public Service.
- Encourage timely payments and effectively reduce aging receivables by providing additional, streamlined payment options to all utility customers.
- Provide utility customers with the option of receiving utility bills electronically and realizing cost savings to the City.

PERFORMANCE MEASURES	FY 2014/2015 ACTUAL	FY 2015/2016 TARGET	3/31/2016 ACTUAL	FY 2016/2017 TARGET
Percentage of payments received via Lockbox and CheckFree	43%	43%	40%	36%
Percentage of payments received via Bank Drafting	10%	11%	10%	14%
Percentage of payments received in person	25%	30%	25%	23%
Percentage of payments received via Elavon and Click2Gov	22%	16%	25%	27%

PUBLIC SERVICE (4215-536)

	FY 13/14 ACTUALS	FY 14/15 ACTUALS	FY 15/16 ADOPTED	FY 16/17 ADOPTED
EXPENDITURES				
Personnel Services	$ 3,770,430	$ 4,158,043	$ 4,336,170	$ 4,310,100
Operating Expenses	1,466,981	1,479,019	1,720,410	1,732,950
Capital Outlay	-	32,181	-	-
TOTAL EXPENDITURES	**$ 5,237,411**	**$ 5,669,243**	**$ 6,056,580**	**$ 6,043,050**

SIGNIFICANT CHANGES FROM FISCAL YEAR 2015/2016 ADOPTED BUDGET

PERSONNEL SERVICES $ (26,070)

The negative variance is primarily attributed to organizational and base salary changes and the transfer of the Solid Waste Coordinator position to the Sanitation Fund, 430.

OPERATING EXPENSES $ 12,540

The positive variance is primarily attributed to an increase in credit cards fees, ERP professional services, implementation of the Call Center Pilot program offset by a decrease in the annual meter reading contract.

PERSONNEL COMPLEMENT

POSITION TITLE	FY 13/14 ACTUALS	FY 14/15 ACTUALS	FY 15/16 ADOPTED	FY 16/17 ADOPTED
Utility Finance Manager	1	1	1	1
Assistant Utility Finance Manager	1	1	1	1
Billing Operations Specialist	1	1	1	1
Clerk II	1	1	1	1
Collection & Operations Supervisor	1	1	1	1
Collection Representative	2	2	2	2
Customer Service Specialist	1	1	1	1
Customer Service Supervisor	1	1	1	1
Enterprise Fund Account	1	1	1	1
Meter Reading Coordinator	1	1	1	1
Public Service Field Representative	7	7	7	7
Public Service Manager	1	1	1	1
Public Service Representative	4	4	4	4
Public Service Specialist	7	7	7	7
Administrative Assistant I	1	0	0	1
Administrative Assistant I-NT	0	1	1	0
Sr Collection Representative	1	1	1	1
Sr Customer Service Specialist	1	1	1	1
Sr Public Service Specialist	4	4	4	4
Sr Utility Billing Specialist	2	2	2	2
Solid Waste Coordinator	1	1	1	1
Solid Waste Billing Specialist	0	0	0	1
Utility Billing Specialist	2	2	2	2
Utility Billing Supervisor	1	1	1	1
Utility Revenue Specialist	1	1	1	1
Utility System Support Analyst	1	1	1	1
TOTAL POSITIONS	**45**	**45**	**45**	**46**

PUBLIC SERVICE (4215-536)

		FY 13/14 ACTUALS	FY 14/15 ACTUALS	FY 15/16 ADOPTED	FY 16/17 ADOPTED
PERSONNEL SERVICES					
12-01	Salaries	$ 2,146,025	$ 2,405,748	$ 2,470,420	$ 2,360,080
14-01	Overtime/Time And A Half	3,126	1,970	3,500	3,500
14-02	Overtime/Straight Time	38,243	27,602	36,000	36,000
15-03	Leave Payout	30,843	53,965	-	-
21-01	SS & Medicare Matching	165,568	188,252	195,300	188,240
22-01	Pension-General	706,797	649,040	641,840	696,610
22-04	401A Contributions	-	19,727	19,690	17,430
23-01	Health	439,390	516,271	659,600	680,550
23-02	Disability Long-Term	695	822	960	960
23-03	Life & Accident, Death, Dis	5,740	6,039	5,910	5,910
23-05	Long Term Care	-	7,070	6,320	5,790
23-06	Dental	-	3,194	3,140	3,330
23-07	Catastrophic/Intensive Care	-	6,125	5,980	4,910
24-00	Workers' Compensation	16,618	18,350	23,380	24,540
26-01	Other Post Employment Ben	-	-	80,650	80,650
26-02	Retiree Health OPEB	-	-	139,550	139,550
26-03	Retiree Health Ins Monthly	-	33,673	43,560	61,660
26-06	Retiree Life And AD&D Insurance	-	-	370	390
27-00	Other Post Employment Ben	79,255	80,645	-	-
28-00	Retiree Health Ins Subsidy	138,130	139,550	-	-
	TOTAL PERSONNEL SERVICES	**$ 3,770,430**	**$ 4,158,043**	**$ 4,336,170**	**$ 4,310,100**
OPERATING EXPENSES					
31-20	Medical Services	$ -	$ -	$ 700	$ 300
31-30	Professional Services	1,382	-	3,000	34,300
34-01	Banking Services	59,441	16,453	75,000	70,000
34-02	Records Retention	-	3,136	6,500	6,500
34-04	Temporary Services	972	10,104	-	-
34-07	Software Support	-	-	-	6,690
34-20	Misc Contract Services	548,871	528,238	751,510	614,700
36-03	Retiree Health Insurance/POB	26,842	-	-	-
40-02	Local Mileage	115	203	150	600
40-05	Travel/Out Of County	-	-	1,180	1,180
41-01	Communications	50,313	582	660	680
41-04	Postage	305,574	-	-	-
42-01	Postage	-	281,799	317,000	322,000
44-06	Copiers	-	2,668	2,240	2,240
44-07	Per Print Cost	-	643	1,500	1,000
45-01	Liability	22,746	-	-	-
45-04	Bond Insurance	141	-	-	-
46-10	Fleet Charges	25,165	-	-	-
46-11	Maint Office Equipment	5,433	5,340	6,600	6,600
46-13	Maint Communication Equip	102	187	720	2,910
46-16	Maint Computer Equipment	-	-	1,000	1,000
47-01	Printing & Binding	3,997	6,028	6,000	6,000
47-02	Photocopying Costs	3,581	-	-	-
49-26	Credit Card Fees	343,397	465,574	400,000	500,000
49-99	Bad Debt Expense	-	115,857	100,000	120,000
51-01	Office Supplies	15,353	10,549	21,800	17,000

PUBLIC SERVICE (4215-536)

		FY 13/14 ACTUALS	FY 14/15 ACTUALS	FY 15/16 ADOPTED	FY 16/17 ADOPTED
52-01	Gas & Oil	$ 23,326	$ -	$ -	$ -
52-03	Uniforms	2,005	1,773	3,000	3,300
52-07	Non-Capital Furniture	-	560	3,000	-
52-08	Non-Capital Computer	-	24,705	-	-
52-43	Small Hand Tools	-	4,520	4,900	6,000
52-90	Other Supplies & Expenses	27,754	-	-	-
52-95	Other Materials & Supplies	-	100	-	-
54-01	Subs & Memberships	-	-	450	450
54-02	Tuition	471	-	-	-
55-01	Training Registration	-	-	13,500	5,000
55-02	Tuition Reimbursement	-	-	-	4,500
	TOTAL OPERATING EXPENSES	**$ 1,466,981**	**$ 1,479,019**	**$ 1,720,410**	**$ 1,732,950**
CAPITAL OUTLAY					
64-01	Machines & Equipment	$ -	$ 32,181	$ -	$ -
	TOTAL CAPITAL OUTLAY	**$ -**	**$ 32,181**	**$ -**	**$ -**
	TOTAL EXPENDITURES	**$ 5,237,411**	**$ 5,669,243**	**$ 6,056,580**	**$ 6,043,050**

PROGRAM MODIFICATION-SUPPLEMENTAL REQUEST

Transfer - Solid Waste Coordinator Position to Fund 430

DEPT/ DIV NO.	DEPARTMENT NAME	DIVISION NAME	TOTAL COST
4215	UTILITIES	PUBLIC SERVICE	$ (116,940)

Justification

The Public Services Division is requesting to move the existing Solid Waste Coordinator position to From 401 - Water & Wastewater to Fund 430 - Sanitation. The functions of the position relates directly to the Sanitation Fund, and the costs should be allocated to reflect the proper funding source.

Required Resources

Personnel Costs

Number of Positions (A)	Title	Salary (B)	Fringe Benefits (C)	Cost A x (B+C)
(1)	Solid Waste Coordinator	74,963	41,980	(116,940)
			-	-
			-	-
			Total Personnel Costs	$ (116,940)

Recurring Operating Costs

Account Number	Description	Cost
	Total Recurring Operating Costs	$ -

One -Time Costs

Account Number	Description	Cost
	Total One-Time Costs	$ -

Benefits

This transfer would allow the reallocation of costs to reflect the proper funding source for enhanced tracking and administrative functions.

PROGRAM MODIFICATION-SUPPLEMENTAL REQUEST

Additional Funding - ERP Professional Services

DEPT/ DIV NO.	DEPARTMENT NAME	DIVISION NAME	TOTAL COST
4215	UTILITIES	PUBLIC SERVICE	$ 25,000

Justification

Request to obtain Enterprise Resource Planning Contract Services which will be used to accommodate the transfer and smooth transition of data from the City's current Customer Information Systems module (SunGard) to the new, Tyler Munis system. The contractor will work with the City's Utility System Support Specialist and be tasked with, but not limited to, testing processes and reviewing outcomes with staff prior to implementation, maintaining accurate records detailing open items throughout the implementation process, and determining the best methods to be used for the accurate and timely conversion of data.

Required Resources

Personnel Costs

Number of Positions (A)	Title	Salary (B)	Fringe Benefits (C)	Cost A x (B+C)
			-	-
			-	-
			-	-
			Total Personnel Costs	$ -

Recurring Operating Costs

Account Number	Description	Cost
31-30	Professional Services	25,000
	Total Recurring Operating Costs	$ 25,000

One -Time Costs

Account Number	Description	Cost
	Total One-Time Costs	$ -

Benefits

These services are required to assist in the transfer and smooth transition of data from the City's current Customer Information Systems module to the new Tyler Munis system.

PROGRAM MODIFICATION-SUPPLEMENTAL REQUEST

Additional Funding - Call Center Pilot

DEPT/ DIV NO.	DEPARTMENT NAME	DIVISION NAME	TOTAL COST
4215	UTILITIES	PUBLIC SERVICE	$ 15,000

Justification

Request to purchase and install software and licenses for MediaSense, a call recording software to be used on Public Service's call center phone lines. The MediaSense package will provide the City of Sunrise with the ability to record and index up to 40 call simultaneously through City designated phone lines.

Required Resources

Personnel Costs

Number of Positions (A)	Title	Salary (B)	Fringe Benefits (C)	Cost A x (B+C)
			-	-
			-	-
			-	-
			Total Personnel Costs	**$ -**

Recurring Operating Costs

Account Number	Description	Cost
34-07	Software Support	6,690
	Total Recurring Operating Costs	**$ 6,690**

One -Time Costs

Account Number	Description	Cost
31-30	Professional Services	6,300
46-13	Maint Communication Equip	2,010
	Total One-Time Costs	**$ 8,310**

Benefits

This software and licenses will allow City personnel to maintain and improve quality controls, assist in resolving disputes between City staff and customers, and reduce customer complaints by providing tools which can be used to train phone staff and assist in improving overall customer satisfaction.

CITY OF SUNRISE
FLORIDA

FIELD OPERATIONS (4230-536)

PROGRAM/SERVICES DESCRIPTION

The Field Operations Division performs daily maintenance including locating, inspecting, repairing, and replacing water mains, and providing services to valves/hydrants, sewer lines, laterals, force mains, manholes, and 214 lift stations. Field Operations also performs hydrant flushing, daily responses to customer complaints, backflow preventer certifications, contract administration for water and sewer pipe repairs, televising and relining sewer pipes, manholes, restorations, asphalt repairs, reviewing and approving invoices, and preparation of construction bid documents.

FY 2015/2016 HIGHLIGHTS AND ACCOMPLISHMENTS

- Rerouted a 16" water main at the SW Water Treatment Plant, resulting in a more efficient flow delivery of water to the community.
- Installed several isolation valves at the Sawgrass and Springtree treatment plants to allow for effective maintenance operations.
- Installed (2) 12" water main isolation valves at Rexmere Village to prepare for future connections that would improve flow delivery to the community.

FY 2016/2017 OBJECTIVES/GOALS

- Install and replace isolation valves on water mains throughout the system to reduce the impact of water main breaks in the community.
- Consider additional replacement projects to remove and replace deteriorated water mains throughout the water service areas.
- Consider replacement projects to remove deteriorated force mains throughout the wastewater service area.

PERFORMANCE MEASURES	FY 2014/2015 ACTUAL	FY 2015/2016 TARGET	3/31/2016 ACTUAL	FY 2016/2017 TARGET
Gravity sewers cleaned and televised, in linear feet	63,389	120,000	100,408	100,000
Number of manholes repaired	402	800	8	25
Install or replace isolation valves	7	10	0	10

FIELD OPERATIONS (4230-536)

	FY 13/14 ACTUALS	FY 14/15 ACTUALS	FY 15/16 ADOPTED	FY 16/17 ADOPTED
EXPENDITURES				
Personnel Services	$ 5,145,394	$ 5,334,608	$ 6,010,140	$ 6,063,350
Operating Expenses	5,336,906	221,179	986,700	1,147,600
Capital Outlay	-	297,011	104,900	108,600
TOTAL EXPENDITURES	**$ 10,482,300**	**$ 5,852,798**	**$ 7,101,740**	**$ 7,319,550**

SIGNIFICANT CHANGES FROM FISCAL YEAR 2015/2016 ADOPTED BUDGET

PERSONNEL SERVICES $ 53,210

The positive variance is primarily attributed to cost of living and merit increases and annual increases in pension and insurance benefits.

OPERATING EXPENSES $ 160,900

The positive variance is primarily attributed to an increase in lift station maintenance.

CAPITAL OUTLAY $ 3,700

The positive variance is due to changes in capital needs from year to year. In FY 2017, the budget includes a pipe locator, data collection and management software, a vehicle, and a fork attachment for a front end loader.

PERSONNEL COMPLEMENT

POSITION TITLE	FY 13/14 ACTUALS	FY 14/15 ACTUALS	FY 15/16 ADOPTED	FY 16/17 ADOPTED
Director of Field Operations	1	1	1	1
Streets Maintenance Manager	1	1	1	1
Backflow Prevention Specialist	2	2	2	2
Equipment Operator I	4	4	4	4
Field Operations Supervisor	1	1	1	1
Jet Vactor Operator	2	2	2	2
Maintenance Planner	1	0	0	0
Maintenance Worker I	4	4	4	4
Maintenance Worker II	5	5	5	5
Telespection Operator	2	2	2	2
Utility Dispatcher	2	2	2	2
Utility Field Supervisor	2	2	2	2
Utility Lift Station Supervisor	1	1	1	1
Utility Locator	4	4	4	4
Utility Mechanic I	26	26	27	27
Utility Mechanic II	7	7	7	7
Utility Serviceperson	8	8	10	10
CADD Technician PT	1	0	0	0
TOTAL POSITIONS	**74**	**72**	**75**	**75**

FIELD OPERATIONS (4230-536)

		FY 13/14 ACTUALS	FY 14/15 ACTUALS	FY 15/16 ADOPTED	FY 16/17 ADOPTED
PERSONNEL SERVICES					
12-01	Salaries	$ 3,080,123	$ 3,168,781	$ 3,473,740	$ 3,411,450
13-08	Interns	2,260	-	12,480	12,480
14-01	Overtime/Time And A Half	113,221	108,164	115,000	115,000
14-02	Overtime/Straight Time	68,214	76,007	62,310	62,310
21-01	SS & Medicare Matching	243,287	263,544	279,210	274,470
22-01	Pension-General	939,869	947,835	948,770	1,061,530
22-04	401A Contributions	-	1,020	1,010	-
23-01	Health	572,113	649,189	979,960	973,980
23-05	Long Term Care	-	330	350	-
23-06	Dental	-	63	70	-
23-07	Catastrophic/Intensive Care	-	165	170	-
24-00	Workers' Compensation	126,307	119,510	137,070	152,130
	TOTAL PERSONNEL SERVICES	**$ 5,145,394**	**$ 5,334,608**	**$ 6,010,140**	**$ 6,063,350**
OPERATING EXPENSES					
31-30	Professional Services	$ -	$ -	$ 380,000	$ 40,000
34-07	Software Support	-	1,800	4,000	1,200
34-20	Misc Contract Services	8,281	7,376	193,300	146,500
34-41	Sludge Removal-Wastewater	2,423	3,772	3,500	5,280
40-04	Travel/In-County	-	8	500	200
41-01	Communications	7,348	-	7,500	-
41-06	Communication Equipment	-	-	2,400	-
43-01	Electricity	24,716	-	-	-
43-10	Water & Wastewater	27,968	-	-	-
43-15	Stormwater	2,815	-	-	-
44-05	Rental - Equipment	504	317	750	-
44-06	Copiers	-	6,538	6,650	6,650
44-07	Per Print Cost	-	397	600	600
44-09	Rental - Other	4,227	3,739	10,000	21,000
46-10	Fleet Charges	14,355	-	-	-
46-13	Maint Communication Equip	-	3,282	4,000	9,960
46-29	Maint Other Equipment	7,496	9,853	5,000	3,000
46-40	Maint Building	1,074	-	-	-
46-70	Maint Wastewater Plant	-	-	-	10,000
46-71	Maint Water Plant	-	-	-	10,000
46-73	Maint Mains	32,178	43,335	-	75,000
46-75	Maint Lift Stations	33,114	62,860	-	277,000
46-76	Maint Hydrants/Valves	3,806	6,204	10,000	-
47-01	Printing & Binding	106	539	500	500
47-02	Photocopying Costs	7,450	-	-	-
49-08	Permits & Licenses	100	2,210	12,700	1,700
49-40	Indian Trace Costs Reimb	5,004,977	-	-	-
51-01	Office Supplies	6,427	1,884	4,000	3,000
52-01	Gas & Oil	67,804	-	-	-
52-02	Chemicals	3,159	2,891	5,000	5,000
52-03	Uniforms	20,099	20,482	25,200	41,000
52-06	Non-Capital Equipment & Parts	15,784	20,919	58,500	193,010
52-46	Meter Replacement	-	-	150,000	129,000
52-47	Safety Equipment/Supplies	10,016	17,565	11,000	11,000

FIELD OPERATIONS (4230-536)

		FY 13/14 ACTUALS	FY 14/15 ACTUALS	FY 15/16 ADOPTED	FY 16/17 ADOPTED
52-90	Other Supplies & Expenses	$ 11,927	$ -	$ -	$ -
52-95	Other Materials & Supplies	-	-	8,000	16,400
53-01	Street Maintenance	-	-	68,000	121,000
54-01	Subs & Memberships	405	449	600	600
54-02	Tuition	18,347	-	-	-
55-01	Training Registration	-	4,759	15,000	19,000
	TOTAL OPERATING EXPENSES	**$ 5,336,906**	**$ 221,179**	**$ 986,700**	**$ 1,147,600**
CAPITAL OUTLAY					
64-01	Machines & Equipment	$ -	$ 283,053	$ 97,700	$ 63,600
64-02	Computer Equipment	-	13,958	7,200	-
64-05	Motor Vehicles	-	-	-	45,000
	TOTAL CAPITAL OUTLAY	**$ -**	**$ 297,011**	**$ 104,900**	**$ 108,600**
	TOTAL EXPENDITURES	**$ 10,482,300**	**$ 5,852,798**	**$ 7,101,740**	**$ 7,319,550**

PROGRAM MODIFICATION-SUPPLEMENTAL REQUEST

Additional Funding - Vehicle

DEPT/ DIV NO.	DEPARTMENT NAME	DIVISION NAME	TOTAL COST
4230	UTILITIES	FIELD OPERATIONS	$ 45,000

Justification

The vehicle Field Operations needs was not requested for the flushing crew approved during the previous fiscal year. The vehicle is required for the new Utilities Department three (3) member field crew needed for unidirectional flushing throughout the water service area.

Required Resources

Personnel Costs

Number of Positions (A)	Title	Salary (B)	Fringe Benefits (C)	Cost A x (B+C)
			-	-
			-	-
			-	-
			Total Personnel Costs	$ -

Recurring Operating Costs

Account Number	Description	Cost
	Total Recurring Operating Costs	$ -

One -Time Costs

Account Number	Description	Cost
64-05	Motor Vehicles	45,000
	Total One-Time Costs	$ 45,000

Benefits

The Utility Department's fleet requires an additional vehicle for the three new field positions that were approved in fiscal year 2015-2016.

PROGRAM MODIFICATION-SUPPLEMENTAL REQUEST

Lift Station Rehabilitation Projects

DEPT/ DIV NO.	DEPARTMENT NAME	DIVISION NAME	TOTAL COST
4230	UTILITIES	FIELD OPERATIONS	$ 150,000

Justification

The City of Sunrise maintains 214 sewer lift stations and pump stations throughout the wastewater collection service area. The conditions which exist within these stations are severe environments and all equipment must be inspected constantly for corrosion and deterioration. Periodic repairs and minor rehabilitation work are required as part of on-going maintenance to ensure continuous service to the community.

Required Resources

Personnel Costs

Number of Positions (A)	Title	Salary (B)	Fringe Benefits (C)	Cost A x (B+C)
			-	-
			-	-
			-	-
			Total Personnel Costs	$ -

Recurring Operating Costs

Account Number	Description	Cost
46-75	Maint Lift Stations	150,000
	Total Recurring Operating Costs	$ 150,000

One -Time Costs

Account Number	Description	Cost
	Total One-Time Costs	$ -

Benefits

Minor rehabilitation work on the stations will result in fewer surcharges, overflows, and spills.

PROGRAM MODIFICATION-SUPPLEMENTAL REQUEST

Cross Connection Control Program (Outside Vendor)

DEPT/ DIV NO.	DEPARTMENT NAME	DIVISION NAME	TOTAL COST
4230	UTILITIES	FIELD OPERATIONS	$ 50,000

Justification

The Florida Department of Environmental Protection (FDEP) amended Florida Administrative Code (FAC) Rule 62-555.360, Cross Connection Control for Public Water Systems (PWS). Among other things, the rule allows a Dual Check Valve (DuC) assembly to be used at residential service connections (SCs) to premises where there is any type of auxiliary or reclaimed water system or where a cross connection is "discovered" by the PWS. "Discovered" is intended to mean discovered during routine PWS operation and maintenance activities, such as during water quality complaint investigations, meter change outs, water main or service line repairs, etc. "Cross-connection" means any physical arrangement whereby a PWS is connected, directly or indirectly, with any other water system, sewer, drain, conduit, pool, storage reservoir, plumbing fixture, or other device that contains or may contain contaminated water, sewage or other waste, or liquid of unknown or unsafe quality.

Required Resources

Personnel Costs

Number of Positions (A)	Title	Salary (B)	Fringe Benefits (C)	Cost A x (B+C)
				-
			-	-
			-	-
			Total Personnel Costs	$ -

Recurring Operating Costs

Account Number	Description	Cost
46-73	Maint Mains	50,000
	Total Recurring Operating Costs	$ 50,000

One -Time Costs

Account Number	Description	Cost
	Total One-Time Costs	$ -

Benefits

The Cross Connection Control devices are required by Florida Administrative Code (FAC) Rule 62-555.360 for the protection of the Public Water System (PWS). Recurring Dual Check Valve costs: $125 each DuC (plus dresser couplings and other material) X 115 homes/month (average) X 12 months PLUS Contractor Cost: $100/installation x 115 homes/month x 12 months PLUS In-house restoration. DuC replacements are scheduled every 5 to 10 years (useful life of the DuC cartridges). Additional staffing is necessary to provide the contractor with support for restoration and equipment delivery and coordination.

PROGRAM MODIFICATION-SUPPLEMENTAL REQUEST

Transfer - Field Operations Personnel to New Public Works Division

DEPT/ DIV NO.	DEPARTMENT NAME	DIVISION NAME	TOTAL COST
4230	UTILITIES	FIELD OPERATIONS	$ (91,160)

Justification

In an effort to streamline the funding of core public works operations, it is important to create a Public Works Division within the Utilities Department. The new Public Works Division will have the responsibility for maintenance of public right-a-ways, litter removal, landscaping, irrigation, and other general city maintenance. The new Public Works Division requires the assistance of office staff for the administrative functions. In order to create the new Division, personnel and expenses are being transferred from other Funds. The new Division will be funded with General Fund dollars. The new Public Works Division will be a part of the Utilities Department and will report to the Utilities Management Team.

Required Resources

Personnel Costs

Number of Positions (A)	Title	Salary (B)	Fringe Benefits (C)	Cost A x (B+C)
	Various	(71,230)	(19,930)	**(91,160)**
			-	-
			-	-
			Total Personnel Costs	**$ (91,160)**

Recurring Operating Costs

Account Number	Description	Cost
	Total Recurring Operating Costs	**$ -**

One -Time Costs

Account Number	Description	Cost
	Total One-Time Costs	**$ -**

Benefits

With the creation of the new Public Works Division within the Utilities Department, staff will be able to become more efficient with their operations. Furthermore, this new Division will consolidate the funding needed to manage the core public works operations.

CAPITAL OUTLAY REQUEST

DEPT/ DIV NO.	DEPARTMENT NAME	DIVISION NAME	TOTAL COST
4230	UTILITIES	FIELD OPERATIONS	$ 63,600

#	Acct. # (XX-XX)	Quantity	Item	Description and Justification	Unit Cost	Extended Cost
1	64-01	3	3M Dynatel 2250M Cable/Pipe Locator with Receiver	***NEW*** 6 years old; 5 year life expectancy; Units are utilized to locate buried cables, metal conduit, and tracer wires.	3,500	10,500
2	64-01	1	GraniteNet Software Conversion and New Module Installations	***NEW*** Original software is 14 years old; Software updates (with ESRI and GIS applicability) are necessary for the current data collection and management software.	43,100	43,100
3	64-01	1	Fork Attachment for Front End Loader	***NEW*** Fork attachment for the Streets Caterpillar frontend loader. Forks are necessary to load/unload/relocate utility-owned pipes and equipment stored at the water plants.	10,000	10,000
						-
						-

CITY OF SUNRISE
FLORIDA

FACILITIES MAINTENANCE & OPERATIONS (4240-536)

PROGRAM/SERVICES DESCRIPTION

The Facilities Maintenance and Operations Section plans for, operates, maintains and preserves the Utilities Department's facilities. The Section provides limited management of facilities improvements, equipment repairs and minor construction renovations projects through third party vendors and contractors. The Facilities Section is responsible for 300,000 square feet of Utilities Department-owned facilities.

FY 2015/2016 HIGHLIGHTS AND ACCOMPLISHMENTS

- Implemented a Preventative Maintenance Program to adequately maintain and extend the life of existing building systems in City facilities.
- Replaced approximately 200 feet of Chlorinated polyvinyl chloride (CPVC) piping and 3 skid mounted pumping station in the chlorine building.
- Continued to identify aging pipe, pumps and equipment, placing them on the capital outlay schedule for replacement.

FY 2016/2017 OBJECTIVES/GOALS

- Ensure optimum effectiveness of staff and improve ability to assign staff to highest priority needs by standardizing base skill levels for all maintenance staff.
- Initiate an asset management strategy within Naviline and develop the proper metrics for ongoing measurement of preventative maintenance activities.
- Use the 5 year repair and maintenance schedule to routinely paint plant buildings and tanks.

PERFORMANCE MEASURES	FY 2014/2015 ACTUAL	FY 2015/2016 TARGET	3/31/2016 ACTUAL	FY 2016/2017 TARGET
Average number of monthly routine maintenance calls	215	105	110	200
Average number of monthly routine maintenance calls completed	215	105	100	200
Average number of monthly preventative calls scheduled	160	155	90	180
Average number of monthly preventative calls completed	160	155	90	180

FACILITIES MAINTENANCE & OPERATIONS (4240-536)

	FY 13/14 ACTUALS	FY 14/15 ACTUALS	FY 15/16 ADOPTED	FY 16/17 ADOPTED
EXPENDITURES				
Personnel Services	$ 3,474,855	$ 3,681,948	$ 4,018,900	$ 4,025,600
Operating Expenses	1,082,600	1,241,238	1,711,250	1,793,140
Capital Outlay	-	3,572	95,000	53,270
TOTAL EXPENDITURES	**$ 4,557,455**	**$ 4,926,758**	**$ 5,825,150**	**$ 5,872,010**

SIGNIFICANT CHANGES FROM FISCAL YEAR 2015/2016 ADOPTED BUDGET

PERSONNEL SERVICES $ 6,700

The positive variance is primarily attributed to cost of living and merit increases and annual increases in pension and insurance benefits offset by the transfer of personnel to the new Public Works Division and the transfer of GIS personnel to Information Technology.

OPERATING EXPENSES $ 81,890

The positive variance is primarily attributed to professional services, utility gates maintenance, and employee training.

CAPITAL OUTLAY $ (41,730)

The negative variance is due to changes in capital needs from year to year. In FY 2017, the budget includes a genie lift and a MIG welder.

PERSONNEL COMPLEMENT

POSITION TITLE	FY 13/14 ACTUALS	FY 14/15 ACTUALS	FY 15/16 ADOPTED	FY 16/17 ADOPTED
AC Technician	2	2	2	2
Technical Support Analyst	1	1	1	0
Diesel Engine Generator Specialist	2	2	2	2
Electrician I	1	1	1	1
Facility Management Director	1	1	1	1
Inventory Clerk	1	1	1	1
Maintenance Mechanic	7	5	5	5
Maintenance Planner	1	2	2	2
Maintenance Section Chief	1	1	1	1
Maintenance Worker I	1	1	1	1
Utility Electrical Supervisor	1	1	1	1
Utility Electrician I	4	4	5	5
Utility Electrician II	2	2	2	2
Utility Instrument Technician	2	2	2	2
Utility Maintenance Worker I	2	2	1	1
Utility Maintenance Worker II	1	1	1	1
Utility Mechanic I	10	10	10	10
Utility Mechanic II	5	5	5	5
Utility Plant Maint Supervisor	2	2	2	2
Utility Support Supervisor	1	1	1	1
Facilities Supervisor	1	1	1	1
Utility Aide PT	1	0	0	0
TOTAL POSITIONS	**50**	**48**	**48**	**47**

FACILITIES MAINTENANCE & OPERATIONS (4240-536)

		FY 13/14 ACTUALS	FY 14/15 ACTUALS	FY 15/16 ADOPTED	FY 16/17 ADOPTED
PERSONNEL SERVICES					
12-01	Salaries	$ 2,182,104	$ 2,281,615	$ 2,447,800	$ 2,344,500
14-01	Overtime/Time And A Half	49,609	49,427	55,000	55,000
14-02	Overtime/Straight Time	35,395	37,474	36,000	36,000
21-01	SS & Medicare Matching	180,723	177,036	194,190	186,270
22-01	Pension-General	589,410	638,742	612,290	659,250
23-01	Health	358,672	413,804	572,690	631,500
24-00	Workers' Compensation	78,942	83,850	100,930	113,080
	TOTAL PERSONNEL SERVICES	**$ 3,474,855**	**$ 3,681,948**	**$ 4,018,900**	**$ 4,025,600**
OPERATING EXPENSES					
31-30	Professional Services	$ 19,376	$ 86,490	$ -	$ 50,000
34-05	Building Maint Services	-	-	-	82,360
34-07	Software Support	-	-	-	1,300
34-10	Fire Alarm Maintenance	-	2,460	3,340	9,300
34-20	Misc Contract Services	392,985	412,161	575,400	876,040
34-21	Grounds Maintenance	-	23,583	167,810	190,040
34-43	Painting	17,783	24,038	50,000	50,000
40-04	Travel/In-County	-	-	250	250
40-05	Travel/Out Of County	-	584	-	-
41-06	Communications Equipment	-	-	-	150
44-05	Rental - Equipment	5,173	5,105	7,280	8,280
44-06	Copiers	-	-	-	1,000
44-07	Per Print Cost	-	-	-	200
46-29	Maint Other Equipment	90,957	72,325	63,150	32,000
46-40	Maint Building	18,282	24,114	41,030	37,700
46-70	Maint Wastewater Plant	92,685	77,700	56,400	73,700
46-71	Maint Water Plant	94,224	111,514	45,500	65,200
46-75	Maint Lift Stations	17,991	14,872	17,000	-
46-78	Maint Elec Panel Ctrl Sys	270,887	322,603	267,500	-
47-02	Photocopying Costs	574	-	-	-
49-08	Permits & Licenses	-	1,114	1,900	3,990
51-01	Office Supplies	656	2,080	2,500	2,500
52-03	Uniforms	10,737	11,755	13,740	25,540
52-06	Non-Capital Equipment & Parts	10,593	7,751	185,500	173,000
52-08	Non-Capital Computer	-	992	-	-
52-10	Medical/Safety Supplies	-	-	-	30,000
52-14	Building Maintenance	-	-	49,400	12,500
52-15	Lighting/Electrical	-	-	103,000	23,000
52-47	Safety Equipment/Supplies	34,220	34,479	30,000	-
52-90	Other Supplies & Expenses	779	-	-	-
52-95	Other Materials & Supplies	-	-	2,500	-
52-98	Inventory Parts/Supplies	-	-	-	15,000
54-01	Subs & Memberships	102	492	600	640
54-02	Tuition	4,596	-	-	-
55-01	Training Registration	-	4,141	27,450	29,450
55-02	Tuition Reimbursement	-	885	-	-
	TOTAL OPERATING EXPENSES	**$ 1,082,600**	**$ 1,241,238**	**$ 1,711,250**	**$ 1,793,140**
CAPITAL OUTLAY					
64-01	Machines & Equipment	$ -	$ 3,572	$ 95,000	$ 53,270
	TOTAL CAPITAL OUTLAY	**$ -**	**$ 3,572**	**$ 95,000**	**$ 53,270**
	TOTAL EXPENDITURES	**$ 4,557,455**	**$ 4,926,758**	**$ 5,825,150**	**$ 5,872,010**

PROGRAM MODIFICATION-SUPPLEMENTAL REQUEST

New Copier Machine Lease

DEPT/ DIV NO.	DEPARTMENT NAME	DIVISION NAME	TOTAL COST
4240	UTILITIES	FACILITIES MAINTENANCE & OPERATIONS	$ 1,200

Justification

Lease a Toshiba copy machine for the Springtree Maintenance Building to be used by the supervisors and employees who currently report to the Facilities Maintenance & Operations Section. Currently there is only one machine installed in the entire Springtree Plant site. Access to a copy machine in the Maintenance Building would allow the employees to copy and/or scan without having to leave the building where they are assigned to work out of.

Required Resources

Personnel Costs

Number of Positions (A)	Title	Salary (B)	Fringe Benefits (C)	Cost A x (B+C)
			-	-
			-	-
			-	-
			Total Personnel Costs	$ -

Recurring Operating Costs

Account Number	Description	Cost
44-06	Copiers	1,000
44-07	Per Print Cost	200
	Total Recurring Operating Costs	$ 1,200

One -Time Costs

Account Number	Description	Cost
	Total One-Time Costs	$ -

Benefits

Allow the maintenance supervisors and employees the capability of copying and scanning documents without having to leave the building.

PROGRAM MODIFICATION-SUPPLEMENTAL REQUEST

Annual Maintenance for Utilities Plant Gates

DEPT/ DIV NO.	DEPARTMENT NAME	DIVISION NAME	TOTAL COST
4240	UTILITIES	FACILITIES MAINTENANCE & OPERATIONS	$ 26,000

Justification

TYCO currently provides the maintenance of the gate controllers for Sawgrass, Southwest, and Springtree treatment plant site, as well as the maintenance for Southwest treatment plant site camera system. City staff is not knowledgeable in troubleshooting, fixing, repairing, or replacing the security equipment.

Required Resources

Personnel Costs

Number of Positions (A)	Title	Salary (B)	Fringe Benefits (C)	Cost A x (B+C)
			-	-
			-	-
			-	-
			Total Personnel Costs	$ -

Recurring Operating Costs

Account Number	Description	Cost
34-20	Misc Contract Services	26,000
	Total Recurring Operating Costs	$ 26,000

One -Time Costs

Account Number	Description	Cost
	Total One-Time Costs	$ -

Benefits

Working with the vendor's technical support team that installed and currently supports the systems will allow City staff to better understand and implement an internal maintenance plan.

PROGRAM MODIFICATION-SUPPLEMENTAL REQUEST

Transfer - GIS Personnel to IT and Communications Fund 503

DEPT/ DIV NO.	DEPARTMENT NAME	DIVISION NAME	TOTAL COST
4240	UTILITIES	FACILITIES MAINTENANCE & OPERATIONS	$ (98,390)

Justification

The Geographic Information Systems (GIS) comprehensive strategy and work plan supports a city-wide need. For proper allocation and funding purposes, it is recommended that the funding for these positions be transferred to the I.T. Fund and charged back respectively to all City Departments and funds accordingly. In addition, the Technical Support Analyst position also supports a city-wide need and is also recommended to be funded from the I.T. Fund and charged back to all departments.

Required Resources

Personnel Costs

Number of Positions (A)	Title	Salary (B)	Fringe Benefits (C)	Cost A x (B+C)
(1)	Technical Support Analyst	63,065	35,320	(98,390)
			-	-
			-	-
			Total Personnel Costs	$ (98,390)

Recurring Operating Costs

Account Number	Description	Cost
	Total Recurring Operating Costs	$ -

One -Time Costs

Account Number	Description	Cost
	Total One-Time Costs	$ -

Benefits

The value of the City's GIS function has grown. Managed by I.T. and led by an overall strategic vision to enhance and support services, a shift to build GIS into an enterprise-wide system is capitalizing on the benefit across all operations. With the new ERP system, I.T. is also expanding its GIS system to reach potential in areas such as environmental, land use, economic development, emergency management, disaster assessment, social and human services, performance management and public information access. This transfer will provide for better allocation and budgeting for the costs of services city-wide.

PROGRAM MODIFICATION-SUPPLEMENTAL REQUEST

Energy Audits Utility Buildings

DEPT/ DIV NO.	DEPARTMENT NAME	DIVISION NAME	TOTAL COST
401-4240	UTILITIES	FACILITIES MAINTENANCE & OPERATIONS	$ 50,000

Justification

Energy audits will provide a road map for investments designed to yield on-going annual savings. Energy audits typically identify annual cost saving opportunities between 10% to 20%, according to the U.S. Department of Energy. Energy audits are a best practice for fiscally responsible portfolio management of our facility assets. The audits will assess the cost of improvements and provide the return on investment (payback period), providing useful information for Facilities and capital planning. The goal is to reduce operating, downtime and maintenance costs. Energy audit costs vary depending on building age, use, systems, and the depth of analysis and reliability required.

Required Resources

Personnel Costs

Number of Positions (A)	Title	Salary (B)	Fringe Benefits (C)	Cost A x (B+C)
			-	-
			-	-
			-	-
			Total Personnel Costs	$ -

Recurring Operating Costs

Account Number	Description	Cost
	Total Recurring Operating Costs	$ -

One -Time Costs

Account Number	Description	Cost
31-30	Professional Services	50,000
	Total One-Time Costs	$ 50,000

Benefits

Energy audits can inform strategic investment decisions by helping to determine the most cost effective improvements, or bundle of improvements that will result in on-going savings. The findings can be used to prioritize, plan, budget and schedule upgrades and can be used to inform maintenance - repair/replacement decisions. Audits will inform sound capital improvement project planning. Analysis may also inform the design of cost saving operational protocols; from powering down computers and printers at nights to running non-time sensitive energy intensive activities during non-peak rate hours.

CAPITAL OUTLAY REQUEST

DEPT/ DIV NO.	DEPARTMENT NAME	DIVISION NAME	TOTAL COST
401-4240	UTILITIES	FACILITIES MAINTENANCE & OPERATIONS	$ 53,270

#	Acct. # (XX-XX)	Quantity	Item	Description and Justification	Unit Cost	Extended Cost
1	64-01	1	Springtree Facility - Genie Lift/ Articulating Man-Lift	***NEW*** This lift will allow access for repairs to difficult to reach equipment. In the past several years, additional assets have been installed as part of on-going rehab projects. The man-lift is necessary to properly maintain all assets.	49,770	49,770
2	64-01	1	Springtree Facility - MIG Welder	***NEW*** Metal Inert Gas (MIG) welder. MIG welding allows for increased efficiencies resulting from the welding process on smaller metal fabrications.	3,500	3,500
						-
						-
						-

PLANT OPERATIONS (4250-536)

PROGRAM/SERVICES DESCRIPTION

The Plant Operations Section is comprised of four (4) components: water, wastewater and reuse, treatment and environmental compliance. The water treatment component is responsible for the production, treatment, storage, and delivery of potable drinking water in quantity and quality compliant with Federal, State, and County regulations. The wastewater treatment component deals with receiving, treating, and disposal of wastewater streams, along with bio solids production and disposal compliant with Federal, State and County Regulations. Environmental Compliance administers permitting, licensing, sampling, laboratory analysis, compliance reporting, addresses customer complaints, and adheres to regulatory agency requirements.

FY 2015/2016 HIGHLIGHTS AND ACCOMPLISHMENTS

- Replaced hypochlorite pipes and tank at the Sawgrass Wastewater Treatment Plant and replaced membranes for train 1 at the Sawgrass Water Treatment Plant.
- Staff obtained numerous permit renewals, which resulted in savings to the Department versus the use of consultants.
- Implemented a nitrification monitoring and control program to improve water quality and free chlorine events throughout the drinking water system.

FY 2016/2017 OBJECTIVES/GOALS

- Optimize new biosolids centrifuge operations to save polymer consumption at the Sawgrass and Springtree Wastewater Treatment Plants.
- Initiate an asset management system for water and wastewater treatment plant infrastructure and equipment.
- To continue developing and implementing mini projects to repair/replace/evaluate plant systems and components without having to create Capital Improvement Projects.

PERFORMANCE MEASURES	FY 2014/2015 ACTUAL	FY 2015/2016 TARGET	3/31/2016 ACTUAL	FY 2016/2017 TARGET
Personnel costs per thousand gallons of water treated	$0.25	$0.24	$0.25	$0.25
Energy costs per thousand gallons of water treated	$0.21	$0.21	$0.19	$0.21
Chemical cost per thousand gallons of water treated	$0.26	$0.26	$0.23	$0.26
Personnel costs per thousand gallons of wastewater treated	$0.22	$0.28	$0.26	$0.28

PLANT OPERATIONS (4250-536)

	FY 13/14 ACTUALS	FY 14/15 ACTUALS	FY 15/16 ADOPTED	FY 16/17 ADOPTED
EXPENDITURES				
Personnel Services	$ 5,756,627	$ 6,308,535	$ 6,458,120	$ 6,507,560
Operating Expenses	8,241,786	4,885,126	6,092,110	6,239,990
Capital Outlay	-	3,646,731	15,000	152,500
TOTAL EXPENDITURES	**$ 13,998,413**	**$ 14,840,392**	**$ 12,565,230**	**$ 12,900,050**

SIGNIFICANT CHANGES FROM FISCAL YEAR 2015/2016 ADOPTED BUDGET

PERSONNEL SERVICES $ 49,440

The positive variance is primarily attributed to cost of living and merit increases and annual increases in pension and insurance benefits.

OPERATING EXPENSES $ 147,880

The positive variance is primarily attributed to the one-time funding of operation & maintenance manual updates, annual centrifuge maintenance, and SCADA system replacement parts.

CAPITAL OUTLAY $ 137,500

The positive variance is due to changes in capital needs from year to year. In FY 2017, the budget includes a lime slaker and stable weigh filling station.

PERSONNEL COMPLEMENT

POSITION TITLE	FY 13/14 ACTUALS	FY 14/15 ACTUALS	FY 15/16 ADOPTED	FY 16/17 ADOPTED
Director of Plant Operations	1	1	1	1
Chief Operator	5	5	5	5
Senior Utility Operator	17	17	17	17
Compliance Engineer	0	1	1	1
Utility Laboratory Manager	1	1	1	1
Utility Laboratory Supervisor	1	1	1	1
Utility Laboratory Technician	5	4	4	4
Utility Operator	26	26	26	26
Utility QC Coordinator	1	2	2	2
Utility Specialty Operator	2	2	2	2
TOTAL POSITIONS	**59**	**60**	**60**	**60**

PLANT OPERATIONS (4250-536)

		FY 13/14 ACTUALS	FY 14/15 ACTUALS	FY 15/16 ADOPTED	FY 16/17 ADOPTED
PERSONNEL SERVICES					
12-01	Salaries	$ 3,646,392	$ 3,986,105	$ 4,037,510	$ 3,945,830
13-08	Interns	7,003	2,813	12,480	12,480
14-01	Overtime/Time And A Half	110,157	130,001	102,000	102,000
14-02	Overtime/Straight Time	127,611	159,481	120,000	120,000
21-01	SS & Medicare Matching	302,467	323,215	325,850	318,790
22-01	Pension-General	928,474	972,963	924,730	1,031,950
22-04	401A Contributions	-	6,122	6,010	6,090
23-01	Health	524,014	612,202	801,010	833,080
23-03	Life & Accident, Death, Dis	(4)	-	-	-
23-05	Long Term Care	-	801	830	830
23-06	Dental	-	180	180	200
23-07	Catastrophic/Intensive Care	-	472	480	480
24-00	Workers' Compensation	110,513	114,180	127,040	135,830
	TOTAL PERSONNEL SERVICES	**$ 5,756,627**	**$ 6,308,535**	**$ 6,458,120**	**$ 6,507,560**
OPERATING EXPENSES					
31-30	Professional Services	$ 41,348	$ 262,669	$ 300,000	$ 560,000
31-41	Engineering Services	-	28,519	215,000	36,500
31-42	Engineering Fee-Permits	15,742	-	-	-
34-07	Software Support	-	-	-	750
34-20	Misc Contract Services	55,060	61,810	91,320	195,310
34-40	Outside Lab Service	70,193	70,688	81,500	81,500
34-41	Sludge Removal-Wastewater	906,017	873,328	1,025,100	963,000
34-42	Sludge Removal-Water	148,665	168,450	318,940	250,000
34-43	Painting	16,864	24,637	25,000	35,000
40-01	Travel & Per Diem	1,023	-	-	-
40-04	Travel/In-County	-	239	1,750	300
40-05	Travel/Out Of County	-	1,588	3,650	3,500
40-06	Travel/Out Of State	-	640	5,600	3,400
43-01	Electricity	3,592,534	-	-	-
44-05	Rental - Equipment	575,509	535,555	320,700	700
44-06	Copiers	-	834	780	780
44-07	Per Print Cost	-	323	1,320	500
46-29	Maint Other Equipment	7,351	11,946	23,800	16,000
46-70	Maint Wastewater Plant	102,239	179,937	201,100	540,600
46-71	Maint Water Plant	83,728	191,604	87,500	156,000
46-72	Maint Wells	21,730	22,125	135,000	162,560
46-75	Maint Lift Stations	-	-	-	34,000
47-01	Printing & Binding	-	1,329	1,000	1,000
47-02	Photocopying Costs	1,182	-	-	-
49-08	Permits & Licenses	62,689	47,427	102,710	97,300
51-01	Office Supplies	2,365	4,385	7,500	5,000
52-02	Chemicals	2,421,011	2,255,131	2,900,000	2,600,000
52-03	Uniforms	17,275	16,551	19,200	39,300
52-06	Non-Capital Equipment & Parts	6,338	8,210	35,000	304,220
52-08	Non-Capital Computer	-	-	8,950	2,000
52-10	Medical/Safety Supplies	-	-	-	9,000
52-11	Laboratory	83,269	96,061	100,650	103,650
52-47	Safety Equipment/Supplies	382	4,000	9,000	-
52-90	Other Supplies & Expenses	3,810	-	-	-
52-95	Other Materials & Supplies	-	1,626	25,000	-

PLANT OPERATIONS (4250-536)

		FY 13/14 ACTUALS	FY 14/15 ACTUALS	FY 15/16 ADOPTED	FY 16/17 ADOPTED
54-01	Subs & Memberships	$ 477	$ 1,159	$ 2,840	$ 2,010
54-02	Tuition	4,985	-	-	-
54-10	Books and Publications	-	-	-	2,000
55-01	Training Registration	-	14,355	42,200	34,110
	TOTAL OPERATING EXPENSES	**$ 8,241,786**	**$ 4,885,126**	**$ 6,092,110**	**$ 6,239,990**
CAPITAL OUTLAY					
62-00	Buildings	$ -	$ 80,927	$ -	$ -
63-01	Improvements Not Bldg	-	170,088	-	-
63-29	System Repair/Restoration	-	1,764,218	-	-
64-01	Machines & Equipment	-	1,424,254	15,000	152,500
64-03	Radio & Comm Equipment	-	26	-	-
64-04	Furniture & Equipment	-	38,123	-	-
64-08	Meters & Accessories	-	169,095	-	-
	TOTAL CAPITAL OUTLAY	**$ -**	**$ 3,646,731**	**$ 15,000**	**$ 152,500**
	TOTAL EXPENDITURES	**$ 13,998,413**	**$ 14,840,392**	**$ 12,565,230**	**$ 12,900,050**

PROGRAM MODIFICATION-SUPPLEMENTAL REQUEST

Water & Wastewater Treatment Plants Manual Updates

DEPT/ DIV NO.	DEPARTMENT NAME	DIVISION NAME	TOTAL COST
4250	UTILITIES	PLANT OPERATIONS	$ 450,000

Justification

Plant Operations staff were provided with operation & maintenance manuals (O&M) from equipment manufacturers and the existing Plant O&M Manuals have not been updated. O&M Manual updates have been referenced in recent sanitary surveys by Florida Department of Health (FDOH). The Plant O&M Manuals are required for each plant by Florida Administrative Code Florida Department of Environmental Protection (FDEP) 62-600.720, & also for proper operation of the expanded or renewal and replacement (R&R) changed facilities and must be updated.

Required Resources

Personnel Costs

Number of Positions (A)	Title	Salary (B)	Fringe Benefits (C)	Cost A x (B+C)
			-	-
			-	-
			-	-
			Total Personnel Costs	$ -

Recurring Operating Costs

Account Number	Description	Cost
	Total Recurring Operating Costs	$ -

One -Time Costs

Account Number	Description	Cost
31-30	Professional Services	450,000
	Total One-Time Costs	$ 450,000

Benefits

This will allow the Utility Department to maintain compliance at all three treatment facilities. Plant O&M Manuals are necessary to provide the operators with adequate information & description regarding the design, operation, & maintenance features, information concerning process control & performance evaluation for the facility, equipment & procedural descriptions (including any notification/reporting requirements of appropriate agencies) for emergency operating conditions of the facility.

PROGRAM MODIFICATION-SUPPLEMENTAL REQUEST

Annual Centrifuge Maintenance

DEPT/ DIV NO.	DEPARTMENT NAME	DIVISION NAME	TOTAL COST
4250	UTILITIES	PLANT OPERATIONS	$ 200,000

Justification

The City has installed four (4) biosolids centrifuges at our Sawgrass and Springtree Wastewater Treatment Plants (WWTPs). These centrifuges dewater liquid biosolids sludge to be hauled and disposed of as sludge cake. The centrifuges are very complicated machines with many moving parts and components, some of which may wear over the course of a year. The manufacturer of the centrifuges, Flottweg, requires annual preventive maintenance to maintain the machines in acceptable operational condition and to keep the warranty intact. Annual preventive maintenance costs for each centrifuge is estimated to cost $50,000.

Required Resources

Personnel Costs

Number of Positions (A)	Title	Salary (B)	Fringe Benefits (C)	Cost A x (B+C)
			-	-
			-	-
			-	-
			Total Personnel Costs	$ -

Recurring Operating Costs

Account Number	Description	Cost
46-70	Maint Wastewater Plant	200,000
	Total Recurring Operating Costs	$ 200,000

One -Time Costs

Account Number	Description	Cost
	Total One-Time Costs	$ -

Benefits

Keeps the centrifuges operating efficiently, is required by the manufacturer and maintains the warranty on the equipment.

PROGRAM MODIFICATION-SUPPLEMENTAL REQUEST

GE 90/70 PLC Replacement for SCADA Systems

DEPT/ DIV NO.	DEPARTMENT NAME	DIVISION NAME	TOTAL COST
4250	UTILITIES	PLANT OPERATIONS	$ 212,220

Justification

Existing PLC equipment has not been supported by the manufacturer since 2011 and is beyond its recommended service life. Parts are not available and/or are very difficult and costly to obtain. The PLCs and their associated components are critical in running our water treatment plants.

Required Resources

Personnel Costs

Number of Positions (A)	Title	Salary (B)	Fringe Benefits (C)	Cost A x (B+C)
			-	-
			-	-
			-	-
			Total Personnel Costs	**$ -**

Recurring Operating Costs

Account Number	Description	Cost
	Total Recurring Operating Costs	**$ -**

One -Time Costs

Account Number	Description	Cost
52-06	Non-Capital Equipment	**212,220**
	Total One-Time Costs	**$ 212,220**

Benefits

New equipment will minimize downtime compared to the existing 18 year old equipment. Replacement parts will be easier to obtain and in most cases, cost less.

CAPITAL OUTLAY REQUEST

DEPT/ DIV NO.	DEPARTMENT NAME	DIVISION NAME	TOTAL COST
4250	UTILITIES	PLANT OPERATIONS	$ 152,500

#	Acct. # (XX-XX)	Quantity	Item	Description and Justification	Unit Cost	Extended Cost
1	64-01	1	Lime Slaker for SW WTP	***NEW*** Slaker is used for hydrating dry lime for water softening treatment	150,000	150,000
2	64-01	1	Stable Weigh Filling Station	***NEW*** Six sample manifold to filter water samples into StableWeigh vessells for total dissolved solid testing.	2,500	2,500
						-
						-
						-

NON-DEPARTMENTAL (4260-536)

	FY 13/14 ACTUALS	FY 14/15 ACTUALS	FY 15/16 ADOPTED	FY 16/17 ADOPTED
EXPENDITURES				
Personnel Services	$ 1,306,265	$ 1,066,011	$ 1,183,200	$ 1,215,040
Operating Expenses	5,171,858	17,391,848	16,560,830	17,990,290
Capital Outlay	-	133,147	-	-
Grants & Aids	-	-	10,000	-
Other Uses	49,627,173	54,615,095	53,828,440	54,657,770
TOTAL EXPENDITURES	**$ 56,105,296**	**$ 73,206,101**	**$ 71,582,470**	**$ 73,863,100**

SIGNIFICANT CHANGES FROM FISCAL YEAR 2015/2016 ADOPTED BUDGET

PERSONNEL SERVICES $ 31,840

The positive variance is primarily attributed to increased costs for retiree health insurance coverage.

OPERATING EXPENSES $ 1,429,460

The positive variance is primarily attributed to auditing expenses reallocated from 401-4210 and increased costs for insurance and IT charges.

OTHER USES $ 829,330

The positive variance is primarily attributed to an increase in the transfer to System Reserve Fund 464.

NON-DEPARTMENTAL (4260-536)

		FY 13/14 ACTUALS	FY 14/15 ACTUALS	FY 15/16 ADOPTED	FY 16/17 ADOPTED
PERSONNEL SERVICES					
15-03	Leave Payout	$ 442,304	$ 216,935	$ -	$ -
21-01	SS & Medicare Matching	33,836	37,515	26,240	28,550
22-01	Pension-General	-	(270,084)	-	-
23-02	Disability Long-Term	-	1,414	1,670	1,670
23-03	Life & Accident, Death, Dis	-	2,255	2,280	2,280
26-01	Other Post Employment Ben	-	-	342,450	342,450
26-02	Retiree Health OPEB	-	-	464,790	464,790
26-03	Retiree Health Ins Monthly	-	274,263	342,900	373,210
26-06	Retiree Life And AD&D Insurance	-	-	2,870	2,090
27-00	Other Post Employment Ben	340,081	342,443	-	-
28-00	Retiree Health Ins Subsidy	490,044	461,270	-	-
	TOTAL PERSONNEL SERVICES	**$ 1,306,265**	**$ 1,066,011**	**$ 1,183,200**	**$ 1,215,040**
OPERATING EXPENSES					
31-11	Legal Services	$ -	$ 9,622	$ -	$ -
31-30	Professional Services	-	211	16,000	16,000
32-01	Auditing - Annual	-	-	-	64,860
34-20	Misc Contract Services	-	-	-	15,000
36-03	Retiree Health Insurance/POB	238,393	-	-	-
43-01	Electricity	-	3,694,522	3,798,120	4,012,250
43-15	Stormwater	-	40,765	38,400	41,930
43-54	Sanitation Charges	-	-	-	115,910
45-01	Liability	-	301,283	311,400	332,800
45-02	Property	-	1,263,468	1,421,500	1,354,100
45-04	Bond Insurance	-	862	1,100	1,100
45-05	Flood	-	67,812	93,500	116,900
45-06	Boiler & Machinery	-	14,537	18,200	16,600
45-08	Liab Underground Storage	-	5,862	7,600	7,000
46-10	Fleet Charges	-	931,970	1,000,060	971,950
46-53	IT Charges	-	886,000	992,530	1,355,950
49-40	Indian Trace Costs Reimb	-	5,419,304	4,814,200	4,814,200
49-90	Admin Chargeback-Gen Fund	4,933,465	4,755,630	4,048,220	4,753,740
	TOTAL OPERATING EXPENSES	**$ 5,171,858**	**$ 17,391,848**	**$ 16,560,830**	**$ 17,990,290**
CAPITAL OUTLAY					
64-05	Motor Vehicles	$ -	$ 133,147	$ -	$ -
	TOTAL CAPITAL OUTLAY	**$ -**	**$ 133,147**	**$ -**	**$ -**
GRANTS & AIDS					
82-23	Donations	$ -	$ -	$ 10,000	$ -
	TOTAL GRANTS & AIDS	**$ -**	**$ -**	**$ 10,000**	**$ -**
OTHER USES					
91-10	To General Fund-FD 001-RO	$ 8,300,000	$ -	$ -	$ -
91-41	To Fund 402	26,836,578	5,059,660	5,378,280	5,525,340
91-42	To Fund 405	14,639,982	15,775,674	15,134,700	15,094,240
91-53	To Fund 503	-	-	783,300	-
91-64	To Fund 464	-	32,056,196	30,018,690	31,528,770
91-71	To Fund 471	-	1,951,500	-	-

NON-DEPARTMENTAL (4260-536)

		FY 13/14 ACTUALS	FY 14/15 ACTUALS	FY 15/16 ADOPTED	FY 16/17 ADOPTED
95-02	Amortization	$ (287,940)	$ (310,971)	$ -	$ -
95-04	Debt Service Coverage 405	-	-	1,513,470	1,509,420
99-00	Contingency	-	-	1,000,000	1,000,000
93-00	Interest Expense	138,553	-	-	-
98-00	To Fund Balance	-	83,036	-	-
	TOTAL OTHER USES	**$ 49,627,173**	**$ 54,615,095**	**$ 53,828,440**	**$ 54,657,770**
	TOTAL EXPENDITURES	**$ 56,105,296**	**$ 73,206,101**	**$ 71,582,470**	**$ 73,863,100**

PROGRAM MODIFICATION-SUPPLEMENTAL REQUEST

Community Garden Pilot Program

DEPT/ DIV NO.	DEPARTMENT NAME	DIVISION NAME	TOTAL COST
4260	UTILITIES		$ 15,000

Justification

A community garden program providing Sunrise residents the opportunity to have small garden plots has been requested by community members. Funds are requested to support a contract with a not for profit organization [via competitive bid] to design, construct, and administer a community garden program with regular educational programming on municipal property. This project is modeled after examples from other cities, such as the City of Oakland Park's Community Garden Program. Annual cost is based upon providing garden management and regular programming, such as Saturday workshops. One time cost is for construction of the garden plots which can be designed to be easily relocated (e.g. grow bags, oversized planter boxes or raised bed planters).

Required Resources

Personnel Costs

Number of Positions (A)	Title	Salary (B)	Fringe Benefits (C)	Cost A x (B+C)
			-	-
			-	-
			-	-
			Total Personnel Costs	$ -

Recurring Operating Costs

Account Number	Description	Cost
34-20	Misc Contract Services	10,000
	Total Recurring Operating Costs	$ 10,000

One -Time Costs

Account Number	Description	Cost
34-20	Misc Contract Services	5,000
	Total One-Time Costs	$ 5,000

Benefits

Community gardens provide beneficial, therapeutic and accessible recreation for people of all ages and abilities. Community gardens can be a neighborhood asset, promote a deeper connection to the natural environment, promote healthy food choices, and address national health priorities around the prevention of obesity, diabetes and heart disease. This program, which will connect Sunrise to the local food movement, will provide an opportunity for Sunrise residents who live in multi-family housing and others to garden in a communal setting. Delivering the program through a non-profit will provide dedicated, experienced staffing, coordination and related educational programming.

ENGINEERING (4320-536)

PROGRAM/SERVICES DESCRIPTION

The Utilities Department's Engineering Section provides engineering and technical support for the Department. The Section performs "in-house" engineering evaluations, develops project designs, construction documents and specifications, and permitting support for small scale projects. Areas of expertise include stormwater collection, treatment, conveyance (gravity and pressure) and disposal; water and sewer system improvements; roadway and sidewalk improvements, traffic calming and safety, street lighting, signage and pavement markings. The Section provides technical support in response to resident concerns on right-of-way issues and coordinates with Broward County Traffic Engineering and other Jurisdictional Agencies. The Section is also responsible for the administration and annual reporting for the City's National Pollution Discharge Elimination System (NPDES) Permit, the Community Rating System (CRS) for the National Flood Insurance Program, and the Broward County 5-Year Surface Water License renewals for various City facilities.

FY 2015/2016 HIGHLIGHTS AND ACCOMPLISHMENTS

- Prepared plans and specifications for Stormwater Pump Station #4 by-pass culvert replacement and flap gate repair. Permitted, advertised, received bids, and initiated project construction.
- Completed submission of annual reports for both the NPDES and CRS programs.
- Completed the conversion of Sunset Strip street lighting from High Pressure Sodium to Light-emitting diode (LED) lighting.

FY 2016/2017 OBJECTIVES/GOALS

- Complete an update to the City's Comprehensive Stormwater Master Plan, for the corporate limits of the City, and recommend adoption to the Commission.
- Prepare plans, specifications and permits for the construction of three waterway maintenance access boat ramps and oversee construction.
- Perform an evaluation of accident locations and pedestrian safety to determine needed mitigation strategies in coordination with Sunrise Public Safety Departments.

PERFORMANCE MEASURES	FY 2014/2015 ACTUAL	FY 2015/2016 TARGET	3/31/2016 ACTUAL	FY 2016/2017 TARGET
Proposed Projects	3	3	3	4
Completed Projects	3	3	2	3

ENGINEERING (4320-536)

	FY 13/14 ACTUALS	FY 14/15 ACTUALS	FY 15/16 ADOPTED	FY 16/17 ADOPTED
EXPENDITURES				
Personnel Services	$ 355,327	$ 570,628	$ 945,980	$ 825,060
Operating Expenses	260,693	298,634	569,240	815,540
Capital Outlay	-	48,814	-	2,580
TOTAL EXPENDITURES	**$ 616,020**	**$ 918,076**	**$ 1,515,220**	**$ 1,643,180**

SIGNIFICANT CHANGES FROM FISCAL YEAR 2015/2016 ADOPTED BUDGET

PERSONNEL SERVICES $ (120,920)

The negative variance is primarily attributed to the transfer of personnel to the new Public Works Division and the transfer of GIS personnel to Information Technology.

OPERATING EXPENSES $ 246,300

The positive variance is primarily attributed to a one-time funding of professional service for a water & wastewater master plan update and offset by the transfer of operating costs associated with GIS personnel to the Information Technology Department.

CAPITAL OUTLAY $ 2,580

The positive variance is due to changes in capital needs from year to year. In FY 2017, the budget includes auto turn software.

PERSONNEL COMPLEMENT

POSITION TITLE	FY 13/14 ACTUALS	FY 14/15 ACTUALS	FY 15/16 ADOPTED	FY 16/17 ADOPTED
Civil Engineer*	1	1	1	1
Assistant Utility Director	1	1	1	1
Administrative Assistant I	1	1	1	0
Work Control Clerk	1	1	1	0
Engineer I	1	1	1	1
Engineer II	1	1	1	1
Engineering Aide	1	1	1	1
Engineering Manager	0	1	1	1
GIS Coordinator	1	1	1	0
GIS Specialist	1	1	1	0
Process Control Engineer	1	1	1	1
CADD Technician	0	0	1	1
GIS Specialist PT	1	1	1	0
CADD Technician P/T	0	1	0	0
TOTAL POSITIONS	**11**	**13**	**13**	**8**

* Partially-funded by Fund 191

ENGINEERING (4320-536)

		FY 13/14 ACTUALS	FY 14/15 ACTUALS	FY 15/16 ADOPTED	FY 16/17 ADOPTED
PERSONNEL SERVICES					
12-01	Salaries	$ 221,904	$ 353,186	$ 525,250	$ 495,020
13-00	Salaries/Part-Time	-	25,277	51,730	-
13-08	Interns	10,916	8,358	37,440	12,480
14-01	Overtime/Time And A Half	117	118	100	100
14-02	Overtime/Straight Time	257	1,019	500	500
21-01	SS & Medicare Matching	20,343	28,830	44,170	37,920
22-01	Pension-General	69,549	114,466	150,770	170,370
22-04	401A Contributions	-	1,536	2,320	-
23-01	Health	34,984	65,221	126,950	99,620
23-02	Disability Long-Term	(42)	-	-	-
23-03	Life & Accident, Death, Dis	(368)	-	-	-
23-05	Long Term Care	-	312	490	-
23-06	Dental	-	619	730	530
23-07	Catastrophic/Intensive Care	-	1,075	1,240	900
24-00	Workers' Compensation	(2,333)	5,120	4,290	7,620
29-99	Capitalized Labor	-	(34,509)	-	-
	TOTAL PERSONNEL SERVICES	**$ 355,327**	**$ 570,628**	**$ 945,980**	**$ 825,060**
OPERATING EXPENSES					
31-30	Professional Services	$ 70,000	$ 72,605	$ -	$ 600,000
31-41	Engineering Services	7,355	47,894	159,250	150,000
34-07	Software Support	-	77,718	42,000	14,100
34-20	Misc Contract Services	84,933	5,222	303,920	4,220
40-04	Travel/In-County	-	-	2,600	2,600
40-05	Travel/Out Of County	-	-	3,200	3,050
40-06	Travel/Out Of State	-	1,516	2,700	-
46-70	Maint Wastewater Plant	14,045	11,340	-	-
46-71	Maint Water Plant	50,000	48,600	-	-
46-72	Maint Wells	5,985	7,200	-	-
46-75	Maint Lift Stations	21,860	6,600	-	-
47-01	Printing & Binding	554	77	500	-
49-08	Permits & Licenses	-	-	-	400
51-01	Office Supplies	963	2,989	4,000	5,000
52-03	Uniforms	-	42	810	950
52-06	Non-Capital Equipment & Parts	562	6,468	16,800	6,800
52-08	Non-Capital Computer	-	3,223	11,100	10,000
52-90	Other Supplies & Expenses	3,037	-	-	-
54-01	Subs & Memberships	106	-	3,730	2,740
54-02	Tuition	1,293	-	-	-
55-01	Training Registration	-	7,140	18,630	15,680
	TOTAL OPERATING EXPENSES	**$ 260,693**	**$ 298,634**	**$ 569,240**	**$ 815,540**
CAPITAL OUTLAY					
64-02	Computer Equipment	$ -	$ 48,814	$ -	$ 2,580
	TOTAL CAPITAL OUTLAY	**$ -**	**$ 48,814**	**$ -**	**$ 2,580**
	TOTAL EXPENDITURES	**$ 616,020**	**$ 918,076**	**$ 1,515,220**	**$ 1,643,180**

PROGRAM MODIFICATION-SUPPLEMENTAL REQUEST

Auto Turn Software

DEPT/ DIV NO.	DEPARTMENT NAME	DIVISION NAME	TOTAL COST
4320	UTILITIES	ENGINEERING	$ 2,580

Justification

The Engineering Section of the Utilities Department presently performs limited design functions in support of operations and capital improvement project. Frequently, the project designs require layout of roadways and access roads. Adequate roadway design requires the analysis and layout for multi-vehicle path. The proposed software works directly with the section's AutoCAD software and provides the required capability.

Required Resources

Personnel Costs

Number of Positions (A)	Title	Salary (B)	Fringe Benefits (C)	Cost A x (B+C)
			-	-
			-	-
			-	-
			Total Personnel Costs	$ -

Recurring Operating Costs

Account Number	Description	Cost
	Total Recurring Operating Costs	$ -

One -Time Costs

Account Number	Description	Cost
64-02	Computer Equipment	2,580
	Total One-Time Costs	$ 2,580

Benefits

Increased capabilities for roadway intersection and curve design by in-house staff. Ability to perform Quality control and assurance of consultant produced designs of roadway intersections and curves.

PROGRAM MODIFICATION-SUPPLEMENTAL REQUEST

Water/Wastewater Master Plan Update

DEPT/ DIV NO.	DEPARTMENT NAME	DIVISION NAME	TOTAL COST
4320	UTILITIES	ENGINEERING	$ 600,000

Justification

The Master Plan provides a comprehensive and detailed evaluation of the City's water & wastewater infrastructure and facilities and identifies improvements needed for the next 20 years. The last Capital Improvement Plan was compiled in 2008. With significant completions of the planned improvements, new regulations & technology, revised growth/demand projections, and continued aging infrastructure and facilities, there is a need to update the Master Plan. The Master Plan update will be coordinated with Broward County, South Florida Water Management District (SFWMD), adjacent municipalities, and with the appropriate City Departments. The Master Plan update will consider two timeline horizons. A 2025 horizon is considered near term. The majority of improvement projects will fall within this time frame. The 2035 horizon, a long range investment plan, will serve to provide future direction to address long term sustainable growth, development, and demand.

Required Resources

Personnel Costs

Number of Positions (A)	Title	Salary (B)	Fringe Benefits (C)	Cost A x (B+C)
			-	-
			-	-
			-	-
			Total Personnel Costs	$ -

Recurring Operating Costs

Account Number	Description	Cost
	Total Recurring Operating Costs	$ -

One -Time Costs

Account Number	Description	Cost
31-30	Professional Services	600,000
	Total One-Time Costs	$ 600,000

Benefits

Benefits include the identification, prioritization, and programing of all major future municipal water and sewer capital improvements to ensure: 1) Optimal and timely engagement of present and projected system deficiencies; 2) Protection of the City's extensive water and sewer portfolio infrastructure; 3) Quantification of future capital investments required to maintain, expand, renovate, modernize and ensure regulatory compliance; 4) Coordination with other Municipal Capital Investment Plans.

PROGRAM MODIFICATION-SUPPLEMENTAL REQUEST

Transfer - GIS Personnel to IT and Communications Fund 503

DEPT/ DIV NO.	DEPARTMENT NAME	DIVISION NAME	TOTAL COST
4320	UTILITIES	ENGINEERING	$ (327,040)

Justification

The Geographic Information Systems (GIS) comprehensive strategy and work plan supports a city-wide need. For proper allocation and funding purposes, it is recommended that the funding for these positions be transferred to the I.T. Fund and charged back respectively to all City Departments and funds accordingly. In addition, the Technical Support Analyst position also supports a city-wide need and is also recommended to be funded from the I.T. Fund and charged back to all departments.

Required Resources

Personnel Costs

Number of Positions (A)	Title	Salary (B)	Fringe Benefits (C)	Cost A x (B+C)
(1)	GIS Coordinator	76,839	43,030	(119,870)
(1)	GIS Specialist	68,585	38,410	(107,000)
(1)	GIS Specialist PT	49,754	3,810	(53,560)
			Total Personnel Costs	$ (280,430)

Recurring Operating Costs

Account Number	Description	Cost
34-07	Software Support	(30,000)
47-01	Printing & Binding	(500)
40-06	Travel/Out Of State	(2,700)
13-08	Interns	(12,480)
55-01	Training Registrations	(580)
54-01	Subs & Memberships	(350)
	Total Recurring Operating Costs	$ (46,610)

One -Time Costs

Account Number	Description	Cost
	Total One-Time Costs	$ -

Benefits

The value of the City's GIS function has grown. Managed by I.T. and led by an overall strategic vision to enhance and support services, a shift to build GIS into an enterprise-wide system is capitalizing on the benefit across all operations. With the new ERP system, I.T. is also expanding its GIS system to reach potential in areas such as environmental, land use, economic development, emergency management, disaster assessment, social and human services, performance management and public information access. This transfer will provide for better allocation and budgeting for the costs of services city-wide.

PROGRAM MODIFICATION-SUPPLEMENTAL REQUEST

Transfer - Engineering Personnel to New Public Works Division

DEPT/ DIV NO.	DEPARTMENT NAME	DIVISION NAME	TOTAL COST
4320	UTILITIES	ENGINEERING	$ (74,610)

Justification

In an effort to streamline the funding of core public works operations, it is important to create a Public Works Division within the Utilities Department. The new Public Works Division will have the responsibility for maintenance of public right-a-ways, litter removal, landscaping, irrigation, and other general city maintenance. The new Public Works Division requires the assistance of Engineering staff in order to complete larger projects and maintain compliance with regulatory agencies. In order to create the new Division, personnel and expenses are being transferred from other Funds. The new Division will be funded with General Fund dollars. The new Public Works Division will be a part of the Utilities Department and will report to the Utilities Management Team.

Required Resources

Personnel Costs

Number of Positions (A)	Title	Salary (B)	Fringe Benefits (C)	Cost A x (B+C)
	Various	(43,380)	(31,230)	**(74,610)**
			-	-
			-	-
			Total Personnel Costs	**$ (74,610)**

Recurring Operating Costs

Account Number	Description	Cost
	Total Recurring Operating Costs	**$ -**

One -Time Costs

Account Number	Description	Cost
	Total One-Time Costs	**$ -**

Benefits

With the creation of the new Public Works Division within the Utilities Department, staff will be able to become more efficient with their operations. Furthermore, this new Division will consolidate the funding needed to manage the core public works operations.

CITY OF SUNRISE
FLORIDA

CAPITAL PROJECTS (4330-536)

PROGRAM/SERVICES DESCRIPTION

The Capital Projects Division manages and oversees all capital improvement projects in the City and the Water/Wastewater Service Area; including Water, Wastewater, Reuse, Stormwater, Fuel & Roadway and General Capital Improvements. General Capital Improvements includes work for Police, Fire Rescue, Leisure Services as well as streetscape improvements and enhancements to public City spaces. Over the next five years there are 31 projects anticipated to begin design. There are currently eight Project Managers working on an average of 10 projects with values that range from $100,000 to $45,000,000. Staff includes one part-time and one full-time Resident Project Representatives that are responsible for visiting construction sites every day to assist the Project Managers and track the day-to-day progress of each job.

FY 2015/2016 HIGHLIGHTS AND ACCOMPLISHMENTS

◊ Completed construction of Stormwater Pump Stations #2, #3 and completed design of Stormwater Pump Station #5.

◊ Completed design and started construction of the 44th Street Bicycle Lane Project with obtained State Funds.

◊ Started construction of the Sawgrass Wastewater Treatment plant High Level Disinfection (HLD) Reuse Water Facility.

FY 2016/2017 OBJECTIVES/GOALS

◊ Start construction on the Senior Center Expansion, 50th Street Athletic Complex, Stormwater Pump Station #5, Civic Center Expansion, and Welleby Park Expansion project.

◊ Complete construction of the guardhouse and security improvement projects at Springtree, Sawgrass, and Southwest Water Treatment Plants.

◊ Complete construction of the Sunblest Sound Wall Project.

PERFORMANCE MEASURES	FY 2014/2015 ACTUAL	FY 2015/2016 TARGET	3/31/2016 ACTUAL	FY 2016/2017 TARGET
Value of change orders as a percentage of the construction cost	6%	5%	3%	5%
Number of change orders per project (up to $1,000,000)	2	10 or less	6	10 or less
Number of change orders per project (between $1,000,000 and $5,000,000)	13	15 or less	5	15 or less
Percentage of Projects on Schedule	75%	90%	67%	90%

CAPITAL PROJECTS (4330-536)

	FY 13/14 ACTUALS	FY 14/15 ACTUALS	FY 15/16 ADOPTED	FY 16/17 ADOPTED
EXPENDITURES				
Personnel Services	$ 676,326	$ 426,065	$ 422,330	$ 520,600
Operating Expenses	41,048	28,612	81,920	68,750
Capital Outlay	-	2,343	-	-
TOTAL EXPENDITURES	**$ 717,374**	**$ 457,020**	**$ 504,250**	**$ 589,350**

SIGNIFICANT CHANGES FROM FISCAL YEAR 2015/2016 ADOPTED BUDGET

PERSONNEL SERVICES $ 98,270

The positive variance is primarily attributed to cost of living and merit increases and annual increases in pension and insurance benefits.

OPERATING EXPENSES $ (13,170)

The negative variance is primarily attributed to decreases in costs for training registrations.

PERSONNEL COMPLEMENT

POSITION TITLE	FY 13/14 ACTUALS	FY 14/15 ACTUALS	FY 15/16 ADOPTED	FY 16/17 ADOPTED
Capital Projects Director	1	1	1	1
Capital Projects Coordinator	1	1	1	1
Project Manager	5	7	7	7
Administrative Assistant I	1	1	1	0
Bookkeeper II	0	0	0	1
Resident Project Representative	0	0	1	1
Resident Project Representative PT	2	2	1	1
TOTAL POSITIONS	**10**	**12**	**12**	**12**

CAPITAL PROJECTS (4330-536)

		FY 13/14 ACTUALS	FY 14/15 ACTUALS	FY 15/16 ADOPTED	FY 16/17 ADOPTED
PERSONNEL SERVICES					
12-01	Salaries	$ 426,926	$ 440,034	$ 914,940	$ 1,002,510
13-00	Salaries/Part-Time	-	68,627	64,480	32,640
13-08	Interns	-	-	12,480	12,480
14-02	Overtime/Straight Time	14	-	-	-
21-01	SS & Medicare Matching	34,443	38,519	74,920	79,210
22-01	Pension-General	147,284	118,177	213,490	259,140
22-04	401A Contributions	-	5,138	12,490	13,310
23-01	Health	66,094	60,118	188,660	195,940
23-02	Disability Long-Term	72	23	-	-
23-03	Life & Accident, Death, Dis	14	-	-	-
23-05	Long Term Care	-	1,955	5,500	5,740
23-06	Dental	-	696	1,410	1,550
23-07	Catastrophic/Intensive Care	-	1,671	3,280	3,460
24-00	Workers' Compensation	1,479	3,830	16,250	16,660
29-99	Capitalized Labor	-	(312,723)	(1,085,570)	(1,102,040)
	TOTAL PERSONNEL SERVICES	**$ 676,326**	**$ 426,065**	**$ 422,330**	**$ 520,600**
OPERATING EXPENSES					
31-30	Professional Services	$ 17,848	$ 17,844	$ 50,000	$ 50,000
34-02	Records Retention	1,200	1,172	2,000	1,200
34-20	Miscellaneous Contract Services	-	-	-	300
40-01	Travel & Per Diem	2,080	-	-	-
40-02	Local Mileage	265	45	500	500
40-05	Travel/Out Of County	-	1,076	930	1,400
40-06	Travel/Out Of State	-	441	700	950
41-01	Communications	10,712	467	600	470
42-01	Postage	-	132	200	200
44-06	Copiers	-	840	840	840
44-07	Per Print Cost	-	178	300	300
46-10	Fleet Charges	1,426	-	-	-
46-11	Maint Office Equipment	118	-	250	130
47-01	Printing & Binding	35	-	200	200
47-02	Photocopying Costs	1,805	-	-	-
49-08	Permits & Licenses	-	99	-	450
51-01	Office Supplies	2,229	3,276	2,500	2,500
52-01	Gas & Oil	710	-	-	-
52-03	Uniforms	477	835	1,520	1,520
52-06	Non-Capital Equipment & Parts	-	-	1,500	-
52-07	Non-Capital Furniture	-	-	-	3,500
52-08	Non-Capital Computer	-	-	1,050	-
52-90	Other Supplies & Expenses	502	-	-	-
54-01	Subs & Memberships	1,021	1,342	1,230	1,490
54-02	Tuition	620	-	-	-
55-01	Training Registration	-	865	17,600	2,800
	TOTAL OPERATING EXPENSES	**$ 41,048**	**$ 28,612**	**$ 81,920**	**$ 68,750**
CAPITAL OUTLAY					
64-02	Computer Equipment	$ -	$ 2,343	$ -	$ -
	TOTAL CAPITAL OUTLAY	**$ -**	**$ 2,343**	**$ -**	**$ -**
	TOTAL EXPENDITURES	**$ 717,374**	**$ 457,020**	**$ 504,250**	**$ 589,350**

PROGRAM MODIFICATION-SUPPLEMENTAL REQUEST

Reclassification - Administrative Assistant I to Bookkeeper II

DEPT/ DIV NO.	DEPARTMENT NAME	DIVISION NAME	TOTAL COST
4330	UTILITIES	CAPITAL PROJECTS	$ 3,310

Justification

The Capital Projects Section is responsible for the oversight of all capital projects within the City, regardless of the funding source. With the increase in the number of capital projects being managed, the current Administrative Assistant position is not able to process the project related requisitions and pay applications. Currently these needs are addressed by the Bookkeeper II position within the Administrative Section of the Department. However, due to the existing Bookkeeper II workload not all items are able to be processed as quickly as needed.

Required Resources

Personnel Costs

Number of Positions (A)	Title	Salary (B)	Fringe Benefits (C)	Cost A x (B+C)
(1)	Administrative Assistant I	41,855	23,440	**(65,300)**
1	Bookkeeper II	43,975	24,630	**68,610**
			-	**-**
			Total Personnel Costs	**$ 3,310**

Recurring Operating Costs

Account Number	Description	Cost
	Total Recurring Operating Costs	**$ -**

One -Time Costs

Account Number	Description	Cost
	Total One-Time Costs	**$ -**

Benefits

With the change of position from an Administrative Assistant to a Bookkeeper II, the employee would be able to process all of the capital project requisitions and pay applications without having to rely on another employee in another Section. Therefore all financial related items would be processed in a more efficient manner. Additionally, with the addition of a second Bookkeeper II within the Department there will be a back-up available to assist with the entire Department's financial needs.

PROGRAM MODIFICATION-SUPPLEMENTAL REQUEST

Transfer - Capital Projects Personnel to New Public Works Division

DEPT/ DIV NO.	DEPARTMENT NAME	DIVISION NAME	TOTAL COST
4330	UTILITIES	CAPITAL PROJECTS	$ 49,060

Justification

In an effort to streamline the funding of core public works operations, it is important to create a Public Works Division within the Utilities Department. The new Public Works Division will have the responsibility for maintenance of public right-a-ways, litter removal, landscaping, irrigation, and other general city maintenance. The new Public Works Division requires the assistance of Capital Projects staff in order to manage general city capital improvement projects. In order to create the new Division, personnel and expenses are being transferred from other Funds. The new Division will be funded with General Fund dollars. The new Public Works Division will be a part of the Utilities Department and will report to the Utilities Management Team.

Required Resources

Personnel Costs

Number of Positions (A)	Title	Salary (B)	Fringe Benefits (C)	Cost A x (B+C)
	Various	29,070	19,990	**49,060**
			-	-
			-	-
			Total Personnel Costs	**$ 49,060**

Recurring Operating Costs

Account Number	Description	Cost
	Total Recurring Operating Costs	**$ -**

One -Time Costs

Account Number	Description	Cost
	Total One-Time Costs	**$ -**

Benefits

With the creation of the new Public Works Division within the Utilities Department, staff will be able to become more efficient with their operations. Furthermore, this new Division will consolidate the funding needed to manage the core public works operations.

FUND 402 - UTILITIES RENEWAL & REPLACEMENT (R&R)

PROGRAM/SERVICES DESCRIPTION

This fund is used to account for repairs and maintenance to the City's water/wastewater systems as well as the replacement and enhancement of existing equipment, and other capital items related to the systems.

		FY 13/14 ACTUALS	FY 14/15 ACTUALS	FY 15/16 ADOPTED	FY 16/17 ADOPTED
OTHER SOURCES					
381.40-11	From Water & Wastewater	$ 26,836,578	$ 5,059,660	$ 5,378,280	$ 5,525,340
381.90-13	Other Approp From R&R Bal	-	-	16,631,190	-
	TOTAL OTHER SOURCES	**$ 26,836,578**	**$ 5,059,660**	**$ 22,009,470**	**$ 5,525,340**
MISCELLANEOUS REVENUES					
361.30-00	Inc(Dec) Fair Value SBA	$ (9,174)	$ -	$ -	$ -
361.39-00	Inc(Dec) Fair Value Other	(2,060)	12,196	-	-
363.14-01	Principal	5,996	5,996	5,250	6,000
363.14-02	Interest	1,236	953	1,040	650
	TOTAL OTHER SOURCES	**$ (4,002)**	**$ 19,145**	**$ 6,290**	**$ 6,650**
	TOTAL REVENUES	**$ 26,832,576**	**$ 5,078,805**	**$ 22,015,760**	**$ 5,531,990**
WATER & WASTEWATER (4201)					
OPERATING EXPENSES					
31-30	Professional Services	$ 595,911	$ -	$ -	$ -
	TOTAL OPERATING EXPENSES	**$ 595,911**	**$ -**	**$ -**	**$ -**
CAPITAL OUTLAY					
62-00	Buildings	$ 186,203	$ 15,500	$ -	$ -
62-03	Improvements	-	-	-	16,400
63-01	Improvements Not Bldg	424,570	-	-	-
63-29	System Repair/Restoration	366,998	-	-	70,000
64-01	Machines & Equipment	1,140,428	-	1,295,500	1,778,760
64-02	Computer Equipment	31,713	11,780	-	-
64-04	Furniture & Equipment	2,759	-	-	-
64-05	Motor Vehicles	400,957	345,121	-	600,000
64-08	Meters & Accessories	274,408	-	-	-
	TOTAL CAPITAL OUTLAY	**$ 2,828,036**	**$ 372,401**	**$ 1,295,500**	**$ 2,465,160**
OTHER USES					
59-99	Operating Expenses	$ 4,868,057	$ -	$ -	$ -
98-00	To Fund Balance	-	-	-	2,369,620
99-00	Contingency	-	-	-	500,000
	TOTAL OPERATING EXPENSES	**$ 4,868,057**	**$ -**	**$ -**	**$ 2,869,620**
PUBLIC SERVICE (4215)					
CAPITAL OUTLAY					
64-04	Furniture & Equipment	$ 908	$ -	$ -	$ -
64-05	Motor Vehicles	17,126	-	-	-
	TOTAL CAPITAL OUTLAY	**$ 18,034**	**$ -**	**$ -**	**$ -**

FUND 402 - UTILITIES RENEWAL & REPLACEMENT (R&R)

		FY 13/14 ACTUALS	FY 14/15 ACTUALS	FY 15/16 ADOPTED	FY 16/17 ADOPTED
UTILITY SYSTEM IMPROVEMENT (6601)					
CAPITAL OUTLAY					
65-02	Design	$ 90,210	$ 518,334	$ -	$ -
65-05	Other Costs	5,112	17,767	889,000	-
65-10	Construction	2,124,802	2,028,925	13,095,000	-
65-02	Design	127,028	141,679	1,383,000	-
65-05	Other Costs	2,052	2,297	454,000	-
65-10	Construction	134,368	1,336,209	4,705,000	-
	TOTAL CAPITAL OUTLAY	**$ 2,483,572**	**$ 4,045,211**	**$ 20,526,000**	**$ -**
SALARIES/FRINGES ALLOCATION (6999)					
CAPITAL OUTLAY					
65-10	Construction	$ -	$ -	$ 194,260	$ 197,210
	TOTAL CAPITAL OUTLAY	**$ -**	**$ -**	**$ 194,260**	**$ 197,210**
	TOTAL EXPENDITURES	**$ 10,793,610**	**$ 4,417,612**	**$ 22,015,760**	**$ 5,531,990**

CAPITAL OUTLAY REQUEST

DEPT/ DIV NO.	DEPARTMENT NAME	DIVISION NAME	TOTAL COST
402-4201	UTILITIES	RENEWAL & REPLACEMENT	$ 567,000

#	Acct. # (XX-XX)	Quantity	Item	Description and Justification	Unit Cost	Extended Cost
1	64-01	1	Water Well	***REPLACEMENT*** Water Well replacements where needed for the Plants Division. These have reached the end of their useful life and need to be replaced.	210,500	210,500
2	63-29	Various	Process Piping & Valves	***REPLACEMENT*** Process Piping & Valve replacements where needed for the Plants Divisions.		70,000
3	64-01	Various	Pump Stations Electrical Restoration	***REPLACEMENT*** Electrical improvements and replacements to Lift Stations where needed for the Facilities Maintenance Division. Pump stations electrical components have reached the end of their useful life and need to be replaced.		75,000
4	64-01	Various	Various Pumps	***REPLACEMENT*** Pump replacements where needed for the Facilities Maintenance Division. These pumps have reached the end of their useful life and need to be replaced.		200,000
5	64-01	1	Trimble Geo7x	***REPLACEMENT*** Current equipment has been discontinued and has been repaired multiple times; 4 years in service; 4 year life expectancy. The GPS device is utilized for water distribution and wastewater transmission and collection system equipment locations.	11,500	11,500

CAPITAL OUTLAY REQUEST

DEPT/ DIV NO.	DEPARTMENT NAME	DIVISION NAME	TOTAL COST
402-4201	UTILITIES	RENEWAL & REPLACEMENT	$ 608,260

#	Acct. # (XX-XX)	Quantity	Item	Description and Justification	Unit Cost	Extended Cost
6	64-01	2	Springtree Water Treatment Plant - Lime Slurry Pumps	***REPLACEMENT*** 20 years in service, 15 year life expectancy; There are a total of six (6) units used at the plant to deliver lime slurry into the clairifers for water treatment. In advance of the proposed rehab project, 2 units are required for replacement.	17,500	35,000
7	64-01	4	Sawgrass Membrane Plant - EATON Cutler Hammer Variable Frequency Drives	***REPLACEMENT*** 18 years in service, 15 year life expectancy; Variable frequency drives supply voltage to membrane plant first stage feed motors. VFD's are becom-ing more difficult to repair due to discontinuance of parts.	44,990	179,960
8	64-01	3	Springtree Water Treatment Plant - Polymer & Phosphate Mixers	***REPLACEMENT*** 20 years in service; 15 year life ex-pectancy; There are a total of six (6) units which run continuously during the lime softening process. The equipment has reached the end of useful life.	4,000	12,000
9	64-01	4	6" Gorman Rupp Silenced Portable Lift Station #'s 1 thru 4	***REPLACEMENT*** 16, 18, 20 years old; 15 year life expectancy; 12 total in our system; 6" portable lift station is used temporarily at pump stations.	92,325	369,300
10	64-01	1	Cues ProScout III Push Camera for Water Line Inspections	***REPLACEMENT*** Replace A18842; 6 years old; 5 year life expectancy; Equipment is used to inspect the inside of water lines to locate lost valves air reliefs and fittings. Current item is broken.	12,000	12,000

CAPITAL OUTLAY REQUEST

DEPT/ DIV NO.	DEPARTMENT NAME	DIVISION NAME	TOTAL COST
402-4201	UTILITIES	RENEWAL & REPLACEMENT	$ 79,340

#	Acct. # (XX-XX)	Quantity	Item	Description and Justification	Unit Cost	Extended Cost
11	64-01	1	Portable Flow Meter	***REPLACEMENT*** 15 years in service; 15 year life expectancy; The maintenance division has a single flow meter (A14116). This clamp-on flow meter is used for water and wastewater treatment flow verification. Equipment has reached the end of useful life.	9,540	9,540
12	64-01	3	Springtree Water Treatment Plant - Switchgear Relays	***REPLACEMENT*** Switchgear relays are used to protect the switchgear and associated critical electrical equipment and components. The manufacturer recommended replacement during a recent preventative maintenance inspection.	8,099	24,300
13	64-01	1	Springtree Facility - Drill Press	***REPLACEMENT*** 35 years in service; 20 year life expectancy; Equipment is used to complete bracket perforations, pump base perforations, and repairs to fabricated metal components used in the plant. The equipment has reached the end of useful life.	3,500	3,500
14	64-01	1	Springtree Wastewater Treatment Plant - Switchgear Battery Charging System	***REPLACEMENT*** Unit has been in service for 19 years; 15 year life expectancy. Switchgear battery charger and batteries provide temporary power necessary during power switchover (i.e. from normal FPL power to generator power and back). The equipment has reached the end of useful life.	35,000	35,000
15	62-03	2	Springtree Wastewater Treatment Plant - Belt Press Building #31 - Air Conditioning Units	***REPLACEMENT*** Units have been in service for 18 years; 12 year life expectancy. Springtree WTP dewatering building #31 has three 3-ton units. Two units have reached the end of useful life and need to be replaced.	3,500	7,000

CAPITAL OUTLAY REQUEST

DEPT/ DIV NO.	DEPARTMENT NAME	DIVISION NAME	TOTAL COST
402-4201	UTILITIES	RENEWAL & REPLACEMENT	$ 610,560

#	Acct. # (XX-XX)	Quantity	Item	Description and Justification	Unit Cost	Extended Cost
16	62-03	2	Springtree Wastewater Treatment Plant - Blower Building #24 - Air Conditioning Units	***REPLACEMENT*** Units have been in service for 19 years; 12 year life expectancy. Springtree WWTP electrical building #24, which also houses the blowers, has two 5-ton units that have reached the end of useful life and need to be replaced.	4,700	9,400
17	64-01	3	Springtree Water Plant Lime Slakers	***REPLACEMENT*** The current units are 20 years old, past their life expectancy. These are used for the hydration of dry lime to paste for water softening process.	150,000	450,000
18	64-01	1	Water Production Well #1 Well Pump	***REPLACEMENT*** Well is used to pump raw water for our water treatment plant.	140,000	140,000
19	64-01	2	SWG WWTP Biofilter Recirc Pumps	***REPLACEMENT*** Pumps recirculate treatment water inside biofilter unit.	3,500	7,000
20	64-01	1	Lab - Idexx Quantitray Sealer Plus	***REPLACEMENT*** Required for fecal coliform testing. Replacing Asset # A16925.	4,160	4,160

CAPITAL OUTLAY REQUEST

DEPT/ DIV NO.	DEPARTMENT NAME	DIVISION NAME	TOTAL COST
402-4201	UTILITIES	RENEWAL & REPLACEMENT	$ 600,000

#	Acct. # (XX-XX)	Quantity	Item	Description and Justification	Unit Cost	Extended Cost
21	64-05	10	Utilities Replacement Vehicles	***REPLACEMENT*** Includes 1 Dump Truck, 2 Hybrid Ford C-Max, 1 F-350 with Crane/Utility Body, 1 F-450 Utility Body w/Weld Cabinet, 1 F-150 Pickup, 2 F-250 Utility Body with Extended Cab, 1 F-150 Extended Cab w/tow package, 1 F-150 with Access Cab.		570,000
22	64-05	1	Public Service Replacement Vehicle	***REPLACEMENT*** Pickup Truck		30,000
						-
						-

FUND 403 - UTILTIES CONNECTION FEES

PROGRAM/SERVICES DESCRIPTION

This fund is used to account for capital expenditures of the Water/Wastewater system that relate to expansion of plants and/or line capacity. The revenues collected for either water or wastewater connection fees and can only be utilized in their respective areas.

		FY 13/14 ACTUALS	FY 14/15 ACTUALS	FY 15/16 ADOPTED	FY 16/17 ADOPTED
LICENSES & PERMITS					
324.22-01	Water	$ 870,641	$ 678,480	$ 779,100	$ 775,000
324.22-02	Wastewater	824,469	540,891	701,190	680,000
324.22-05	Water UB Bill Gov	-	167,231	168,000	168,000
324.22-06	Wastewater Utility Bill Gov	-	124,067	124,630	124,630
	TOTAL LICENSES & PERMITS	**$ 1,695,110**	**$ 1,510,669**	**$ 1,772,920**	**$ 1,747,630**
INTERGOVERNMENT REVENUES					
334.31-00	Water Supply System	$ -	$ 80,000	$ -	$ -
	TOTAL INTERGOVERNMENT REVENUES	**$ -**	**$ 80,000**	**$ -**	**$ -**
MISCELLANEOUS REVENUES					
361.02-00	Super Now Accounts	$ 2,605	$ -	$ -	$ -
361.03-00	CD's & T-Bills	509	-	-	-
361.10-00	Interest & Dividends	3,866	-	-	-
361.10-01	Interest & Dividends	-	156,977	30,000	46,100
361.10-03	Investment Income	-	-	-	22,800
361.20-00	State Pool	5,017	-	-	-
361.30-00	Inc(Dec) Fair Value SBA	(76,181)	-	-	-
361.39-00	Inc(Dec) Fair Value Other	(18)	1,231	-	-
	TOTAL OTHER SOURCES	**$ (64,202)**	**$ 158,208**	**$ 30,000**	**$ 68,900**
	TOTAL REVENUES	**$ 1,630,908**	**$ 1,748,877**	**$ 1,802,920**	**$ 1,816,530**
WATER (4202)					
OPERATING EXPENSES					
34-01	Banking Services	$ 315	$ -	$ -	$ -
	TOTAL OPERATING EXPENSES	**$ 315**	**$ -**	**$ -**	**$ -**
CAPITAL OUTLAY					
63-15	Master Plan	$ -	$ 80,000	$ -	$ -
	TOTAL CAPITAL OUTLAY	**$ -**	**$ 80,000**	**$ -**	**$ -**
OTHER USES					
91-40	To Fund 401	$ -	$ (845,711)	$ -	$ -
98-00	To Fund Balance	-	-	1,757,210	1,770,130
	TOTAL OPERATING EXPENSES	**$ -**	**$ (845,711)**	**$ 1,757,210**	**$ 1,770,130**
WASTEWATER (4203)					
OPERATING EXPENSES					
34-01	Banking Services	$ 212	$ -	$ -	$ -
	TOTAL OPERATING EXPENSES	**$ 212**	**$ -**	**$ -**	**$ -**

FUND 403 - UTILTIES CONNECTION FEES

		FY 13/14 ACTUALS	FY 14/15 ACTUALS	FY 15/16 ADOPTED	FY 16/17 ADOPTED
OTHER USES					
91-40	To Fund 401	$ -	$ (326,403)	$ -	$ -
	TOTAL OPERATING EXPENSES	**$ -**	**$ (326,403)**	**$ -**	**$ -**
UTILITY SYSTEM IMPROVEMENT (6601)					
CAPITAL OUTLAY					
65-05	Other Costs	$ -	$ 19,665	$ -	$ -
65-10	Construction	-	318,890	-	-
	TOTAL CAPITAL OUTLAY	**$ -**	**$ 338,555**	**$ -**	**$ -**
SALARIES/FRINGES ALLOCATION (6999)					
CAPITAL OUTLAY					
65-10	Construction	$ -	$ -	$ 45,710	$ 46,400
	TOTAL CAPITAL OUTLAY	**$ -**	**$ -**	**$ 45,710**	**$ 46,400**
	TOTAL EXPENDITURES	**$ 527**	**$ (753,559)**	**$ 1,802,920**	**$ 1,816,530**

FUND 405 - UTILITIES DEBT SERVICE

PROGRAM/SERVICES DESCRIPTION

This fund is used to account for transfers from the Water/Wastewater operating and Gas operating funds for the purpose of providing required bond service payments and to record bond transactions.

		FY 13/14 ACTUALS	FY 14/15 ACTUALS	FY 15/16 ADOPTED	FY 16/17 ADOPTED
OTHER SOURCES					
381.40-95	Gas	$ 305,857	$ -	$ -	$ -
381.40-96	Water	14,639,982	15,775,674	15,134,700	15,094,240
381.46-00	From Fund 406	-	2,350,175	-	-
381.71-10	From Gas Operating	-	305,162	140,750	149,000
389.39-00	From Fund Balance	-	-	-	-
	TOTAL OTHER SOURCES	**$ 14,945,839**	**$ 18,431,011**	**$ 15,275,450**	**$ 15,243,240**
	TOTAL REVENUES	**$ 14,945,839**	**$ 18,431,011**	**$ 15,275,450**	**$ 15,243,240**
DEBT SERVICE					
71-98	Contra-Acct Trans 471	$ -	$ 162,661	$ -	$ -
71-99	Contra-Acct Trans 401	-	5,907,339	-	-
71-10	Series 2010A Bond	-	-	3,930,000	3,930,000
71-12	Series 2010C Bond	-	-	-	620,000
71-93	1993 Bonds	-	-	495,010	-
72-10	Series 2010A Bond	512,037	(317,028)	798,400	641,200
72-11	Series 2010 BAB Bond	3,500,792	5,516,379	5,516,380	5,516,380
72-12	Series 2010C Bond	66,600	66,600	66,600	66,600
72-98	1998 Bonds	4,469,060	4,469,060	4,469,060	4,469,060
72-99	1998A Bonds	537,350	275,825	-	-
	TOTAL DEBT SERVICE	**$ 9,085,839**	**$ 16,080,836**	**$ 15,275,450**	**$ 15,243,240**
	TOTAL EXPENDITURES	**$ 9,085,839**	**$ 16,080,836**	**$ 15,275,450**	**$ 15,243,240**

FUND 406 - UTILITIES SERIES 1996A CONSTRUCTION

PROGRAM/SERVICES DESCRIPTION

This fund is used to account for Series 96A Bonds for the construction of utilities capital projects.

		FY 13/14 ACTUALS	FY 14/15 ACTUALS	FY 15/16 ADOPTED	FY 16/17 ADOPTED
MISCELLANEOUS REVENUES					
361.02-00	Super Now Accounts	$ 703	$ -	$ -	$ -
361.10-00	Interest & Dividends	4,639	-	-	-
361.10-01	Interest & Dividends	-	29,624	-	-
361.20-00	State Pool	1,904	-	-	-
361.30-00	Inc(Dec) Fair Value SBA	(14,620)	-	-	-
	TOTAL MISCELLANEOUS REVENUES	**$ (7,374)**	**$ 29,624**	**$ -**	**$ -**
	TOTAL REVENUES	**$ (7,374)**	**$ 29,624**	**$ -**	**$ -**
OTHER USES					
91-42	To Fund 405	$ -	$ 2,350,175	$ -	$ -
	TOTAL OTHER USES	**$ -**	**$ 2,350,175**	**$ -**	**$ -**
GAS (4101)					
OPERATING EXPENSES					
34-01	Banking Services	$ 156	$ 24	$ -	$ -
	TOTAL OPERATING EXPENSES	**$ 156**	**$ 24**	**$ -**	**$ -**
WATER & WASTEWATER (4201)					
OPERATING EXPENSES					
34-01	Banking Services	$ 224	$ -	$ -	$ -
	TOTAL OPERATING EXPENSES	**$ 224**	**$ -**	**$ -**	**$ -**
UTILITY SYSTEM IMPROVEMENT (6601)					
CAPITAL OUTLAY					
65-10	Construction	$ 605,076	$ 169,998	$ -	$ -
	TOTAL CAPITAL OUTLAY	**$ 605,076**	**$ 169,998**	**$ -**	**$ -**
	TOTAL EXPENDITURES	**$ 605,456**	**$ 2,520,197**	**$ -**	**$ -**

FUND 407 - UTILITIES SERIES 1998/98A CONSTRUCTION

PROGRAM/SERVICES DESCRIPTION

This fund is used to account for Series 1998/1998A Bonds for the construction of utilities capital projects.

		FY 13/14 ACTUALS	FY 14/15 ACTUALS	FY 15/16 ADOPTED	FY 16/17 ADOPTED
MISCELLANEOUS REVENUES					
361.02-00	Super Now Accounts	$ 794	$ -	$ -	$ -
361.03-00	CD's & T-Bills	3,895	-	-	-
361.10-00	Interests & Dividends	246	-	-	-
361.10-01	Interests & Dividends	-	6,921	-	-
361.20-00	State Pool	86	-	-	-
361.30-00	Inc(Dec) Fair Value SBA	(3,143)	-	-	-
361.39-00	Inc(Dec) Fair Value Other	145	98	-	-
	TOTAL OTHER SOURCES	**$ 2,023**	**$ 7,019**	**$ -**	**$ -**
	TOTAL REVENUES	**$ 2,023**	**$ 7,019**	**$ -**	**$ -**
OTHER USES					
98-00	To Fund Balance	$ -	$ 1,860	$ -	$ -
	TOTAL OTHER USES	**$ -**	**$ 1,860**	**$ -**	**$ -**
GAS (4101)					
OPERATING EXPENSES					
34-01	Banking Services	$ 227	$ -	$ -	$ -
	TOTAL OPERATING EXPENSES	**$ 227**	**$ -**	**$ -**	**$ -**
WATER & WASTEWATER (4201)					
OPERATING EXPENSES					
34-01	Banking Services	$ 3	$ -	$ -	$ -
	TOTAL OPERATING EXPENSES	**$ 3**	**$ -**	**$ -**	**$ -**
UTILITY SYSTEM IMPROVEMENT (6601)					
CAPITAL OUTLAY					
65-10	Construction	$ 7,692	$ 155,823	$ -	$ -
65-02	Design	51,185	-	-	-
65-10	Construction	1,391,670	65,292	-	-
65-02	Design	-	31,866	-	-
65-10	Construction	-	525,522	-	-
	TOTAL CAPITAL OUTLAY	**$ 1,450,547**	**$ 778,503**	**$ -**	**$ -**
	TOTAL EXPENDITURES	**$ 1,450,777**	**$ 780,363**	**$ -**	**$ -**

FUND 408 - UTILITIES SERIES 2010 CONTRUCTION

PROGRAM/SERVICES DESCRIPTION

This fund is used to account for Series 2010 Bonds for the construction of utilities capital projects.

		FY 13/14 ACTUALS	FY 14/15 ACTUALS	FY 15/16 ADOPTED	FY 16/17 ADOPTED
INTERGOVERNMENT REVENUES					
331.35-01	Environmental Protection Agency	$ 332,894	$ 637,106	$ -	$ -
334-31.00	Water Supply System	-	320,000	-	-
337.31-04	Broward County Grants	-	23,450	-	-
	TOTAL INTERGOVERMENT REVENUES	**$ 332,894**	**$ 980,556**	**$ -**	**$ -**
MISCELLANEOUS REVENUES					
361.02-00	Super Now Accounts	$ 4,338	$ -	$ -	$ -
361.10-01	Interests & Dividends	-	53,600	15,000	35,000
361.10-03	Investment Income	-	-	-	1,200
361.20-00	State Pool	99,673	-	-	-
369.90-00	Other Miscellaneous	10,388	-	-	-
361.39-00	Inc(Dec) Fair Value Other	-	69	-	-
	TOTAL MISCELLANEOUS REVENUES	**$ 114,399**	**$ 53,669**	**$ 15,000**	**$ 36,200**
OTHER SOURCES					
389.90-10	From Fund Balance	$ -	$ -	$ 167,830	$ 149,410
	TOTAL OTHER SOURCES	**$ -**	**$ -**	**$ 167,830**	**$ 149,410**
	TOTAL REVENUES	**$ 447,293**	**$ 1,034,225**	**$ 182,830**	**$ 185,610**
WATER & WASTEWATER (4201)					
OPERATING EXPENSES					
34-01	Banking Services	$ 873	$ -	$ -	$ -
	TOTAL OPERATING EXPENSES	**$ 873**	**$ -**	**$ -**	**$ -**
OTHER USES					
98-00	To Fund Balance	$ -	$ 1,548,630	$ -	$ -
	TOTAL OPERATING EXPENSES	**$ -**	**$ 1,548,630**	**$ -**	**$ -**
UTILITY SYSTEM IMPROVEMENT (6601)					
CAPITAL OUTLAY					
65-02	Design	$ 6,143,292	$ 3,355,405	$ -	$ -
65-05	Other Costs	2,880,154	1,085,864	-	-
65-10	Construction	21,515,458	26,706,020	-	-
	TOTAL CAPITAL OUTLAY	**$ 30,538,904**	**$ 31,147,289**	**$ -**	**$ -**
SALARIES/FRINGES ALLOCATION (6999)					
CAPITAL OUTLAY					
65-10	Construction	$ -	$ -	$ 182,830	$ 185,610
	TOTAL CAPITAL OUTLAY	**$ -**	**$ -**	**$ 182,830**	**$ 185,610**
	TOTAL EXPENDITURES	**$ 30,539,777**	**$ 32,695,919**	**$ 182,830**	**$ 185,610**

FUND 464 - WATER & WASTEWATER SYSTEM RESERVE

PROGRAM/SERVICES DESCRIPTION

This fund is established to separately account for the accumulation of financial resources for the Water/Wastewater Enterprise. This reserve fund is established to provide operating reserves as mandated by bond covenants, provide funding for Capital Improvement Projects, and to reserve funding for emergency events and unanticipated operational needs.

		FY 13/14 ACTUALS	FY 14/15 ACTUALS	FY 15/16 ADOPTED	FY 16/17 ADOPTED
OTHER SOURCES					
381.40-11	From Water & Wastewater	$ -	$ 32,056,196	$ 30,018,690	$ 31,528,770
389.90-10	From Fund Balance	-	-	5,752,690	16,483,150
	TOTAL OTHER SOURCES	**$ -**	**$ 32,056,196**	**$ 35,771,380**	**$ 48,011,920**
MISCELLANEOUS REVENUES					
361.39-00	Inc(Dec) Fiar Value Other	$ -	$ 6,738	$ -	$ -
	TOTAL OTHER SOURCES	**$ -**	**$ 6,738**	**$ -**	**$ -**
	TOTAL REVENUES	**$ -**	**$ 32,062,934**	**$ 35,771,380**	**$ 48,011,920**
OTHER USES					
91-10	To General Fund-FD 001-RO	$ -	$ 4,554,741	$ 4,740,750	$ 4,817,170
91-65	To Fund 465	-	29,200,000	31,030,630	43,194,750
	TOTAL OTHER USES	**$ -**	**$ 33,754,741**	**$ 35,771,380**	**$ 48,011,920**
	TOTAL EXPENDITURES	**$ -**	**$ 33,754,741**	**$ 35,771,380**	**$ 48,011,920**

FUND 465 - WATER & WASTEWATER CAPTIAL PROJECTS

PROGRAM/SERVICES DESCRIPTION

This fund is established to separately account for the development and construction of annual capital improvement projects associated with the Water and Wastewater Utility.

		FY 13/14 ACTUALS	FY 14/15 ACTUALS	FY 15/16 ADOPTED	FY 16/17 ADOPTED
MISCELLANEOUS REVENUES					
361.39-00	Inc(Dec) Fiar Value Other	$ -	$ 2,876	$ -	$ -
	TOTAL OTHER SOURCES	**$ -**	**$ 2,876**	**$ -**	**$ -**
OTHER SOURCES					
381.64-10	From System Reserve	$ -	$ 29,200,000	$ 31,030,630	$ 43,194,750
	TOTAL OTHER SOURCES	**$ -**	**$ 29,200,000**	**$ 31,030,630**	**$ 43,194,750**
	TOTAL REVENUES	**$ -**	**$ 29,202,876**	**$ 31,030,630**	**$ 43,194,750**
UTILITY SYSTEM IMPROVEMENT (6601)					
CAPITAL OUTLAY					
61-00	Land Purchase	$ -	$ -	$ -	$ 250,000
65-02	Design	-	12,149	1,346,430	505,000
65-05	Other Costs	-	6,778	1,137,000	2,904,000
65-10	Construction	-	514,699	14,961,800	16,638,000
65-02	Design	-	-	800,000	2,095,900
65-05	Other Costs	-	-	1,134,000	1,114,000
65-10	Construction	-	-	8,910,000	7,350,000
65-02	Design	-	191,761	950,000	-
65-05	Other Costs	-	210	-	2,102,950
65-10	Construction	-	24,418	1,620,000	10,130,500
	TOTAL CAPITAL OUTLAY	**$ -**	**$ 750,015**	**$ 30,859,230**	**$ 43,090,350**
SALARIES/FRINGES ALLOCATION (6999)					
CAPITAL OUTLAY					
65-10	Construction	$ -	$ -	$ 171,400	$ 104,400
	TOTAL CAPITAL OUTLAY	**$ -**	**$ -**	**$ 171,400**	**$ 104,400**
	TOTAL EXPENDITURES	**$ -**	**$ 750,015**	**$ 31,030,630**	**$ 43,194,750**

FUND 471 - GAS OPERATIONS (4101-532)

PROGRAM/SERVICES DESCRIPTION

Gas Operations provides safe and efficient operation of the City's natural gas utility, assuring a continuous supply of competitively priced clean energy. The Division is comprised of four functional areas; Distribution, Customer Service, Warehousing & Materials Management, and Marketing & Administration. Distribution provides a safe and reliable supply of gas to the customer's meter, complying with all Federal and State regulations and codes. Customer Service provides consistently superior service to customers for their natural gas appliances; initiating and stopping service; and maintaining customer meter sets. Warehousing & Materials Management procures and maintains a variety of tools, equipment, parts, and materials for the Distribution and Customer Service groups. Marketing & Administration is responsible for system growth by promoting the use of natural gas, regulatory compliance, and the day-to-day office functions.

FY 2015/2016 HIGHLIGHTS AND ACCOMPLISHMENTS

- Completed the Saddle Club Road 4" main extension to provide system redundancy to the Bonaventure section of Weston to support area load growth.
- Conducted a comprehensive corrosion control study of the steel distribution system and developed a short and long term corrosion control plan.
- Received a satisfactory evaluation from the Public Service Commission on the Annual Gas Distribution Compliance Inspection audit with no violations being noted in the report.

FY 2016/2017 OBJECTIVES/GOALS

- Complete a network model of the gas distribution system.
- Obtain an agreement to provide service in the City of Plantation.
- Refurbish 15% of the 170 cathodic system electrical isolation points.

PERFORMANCE MEASURES	FY 2014/2015 ACTUAL	FY 2015/2016 TARGET	3/31/2016 ACTUAL	FY 2016/2017 TARGET
Number of odorization tests completed	72	72	36	72
Percentage of leaks repaired within required timeframe	100%	100%	100%	100%
Number of emergency incident response calls	229	200	117	200
Replace tubing and galvanized service lines and/or risers	315	300	100	300

FUND 471 - GAS OPERATIONS (4101-532)

	FY 13/14 ACTUALS	FY 14/15 ACTUALS	FY 15/16 ADOPTED	FY 16/17 ADOPTED
REVENUES				
Licenses & Permits	$ 3,852	$ -	$ -	$ -
Service Revenues	7,785,045	7,511,571	8,199,600	7,958,450
Miscellaneous Revenues	38,155	66,723	64,000	83,800
Other Sources	-	2,297,846	-	-
TOTAL REVENUES	**$ 7,827,052**	**$ 9,876,140**	**$ 8,263,600**	**$ 8,042,250**
EXPENDITURES				
Personnel Services	$ 2,299,820	$ 2,076,892	$ 2,486,350	$ 2,578,270
Operating Expenses	4,638,930	3,717,001	4,603,250	4,410,540
Capital Outlay	148,900	94,595	48,950	65,510
Other Uses	3,058,060	2,244,381	1,125,050	987,930
TOTAL EXPENDITURES	**$ 10,145,710**	**$ 8,132,869**	**$ 8,263,600**	**$ 8,042,250**
NET RESULTS	**$ (2,318,658)**	**$ 1,743,271**	**$ -**	**$ -**

SIGNIFICANT CHANGES FROM FISCAL YEAR 2015/2016 ADOPTED BUDGET

REVENUES $ (221,350)

The negative variance is attributed to a reduction in projected gas costs, primarily attributed to the purchased gas adjustment (PGA).

PERSONNEL SERVICES $ 91,920

The positive variance is primarily attributed to cost of living and merit increases , annual increases in pension and insurance benefits, and the addition of two new positions.

OPERATING EXPENSES $ (192,710)

The negative variance is primarily attributed to the reduction of a one-time cost to conduct a gas line leak survey during FY 15/16 and a reduction in the City's cost for the Sunshine State One-call Center.

CAPITAL OUTLAY $ 16,560

The positive variance is due to changes in capital needs from year to year. In FY 2017, the budget includes building security improvements, a rotary meter and pressure corrector, and laptop computers.

OTHER USES $ (137,120)

The negative variance is primarily attributed to a reduction in contingency and the transfer to Fund 503.

PERSONNEL COMPLEMENT

POSITION TITLE	FY 13/14 ACTUALS	FY 14/15 ACTUALS	FY 15/16 ADOPTED	FY 16/17 ADOPTED
Assistant Utility Director	1	1	1	1
Administrative Assistant II	1	1	1	1
Gas Apprentice	2	2	2	3
Gas Distribution Helper	1	1	1	1
Gas Equipment Operator	1	1	1	1
Gas Maintenance Planner	1	1	1	1
Gas Marketing and Admin. Mgr	1	1	1	1
Gas Manager	1	1	1	1
Gas Serviceperson I	5	5	5	4
Gas Serviceperson II	4	4	4	5
Gas Serviceperson III	2	3	3	3
Gas System Supervisor	1	1	1	1
Work Control Clerk	0	0	0	1
Inventory Clerk	1	1	1	1
Senior Gas System Supervisor	1	1	1	1
Engineering Aide PT	0	0	1	1
TOTAL POSITIONS	**23**	**24**	**25**	**27**

FUND 471 - GAS OPERATIONS (4101-532)

		FY 13/14 ACTUALS	FY 14/15 ACTUALS	FY 15/16 ADOPTED	FY 16/17 ADOPTED
LICENSES & PERMITS					
324.22-01	Gas	$ 3,852	$ -	$ -	$ -
	TOTAL LICENSES & PERMITS	**$ 3,852**	**$ -**	**$ -**	**$ -**
SERVICE REVENUES					
343.20-01	Gas Sales	$ 6,417,369	$ 6,718,559	$ 7,190,000	$ 7,143,450
343.20-02	PGA Adjustment	1,324,308	744,998	964,600	770,000
343.20-03	Service Charges	43,368	48,014	45,000	45,000
	TOTAL SERVICE REVENUES	**$ 7,785,045**	**$ 7,511,571**	**$ 8,199,600**	**$ 7,958,450**
MISCELLANEOUS REVENUES					
361.02-00	Super Now Accounts	$ 5,032	$ -	$ -	$ -
361.03-00	CD's & T-Bills	27,186	(175)	-	-
361.10-00	Interest & Dividends	2,249	-	-	-
361.10-01	Interest & Dividends	-	51,482	62,000	53,400
361.10-03	Interest & Dividends	-	-	-	28,400
361.20-00	State Pool	2,998	-	-	-
361.30-00	Inc(Dec) Fair Value SBA	(4,111)	-	-	-
361.39-00	Inc(Dec) Fair Value Other	(525)	1,063	-	-
364.01-00	Cash Proceeds	125	49	-	-
364.02-00	Gain or Loss	(5,117)	(164)	-	-
369.90-00	Other Miscellaneous	4,777	10,741	2,000	2,000
369.99-00	Prior Yr Revenue/Expense	5,541	3,727	-	-
	TOTAL MISCELLANEOUS REVENUES	**$ 38,155**	**$ 66,723**	**$ 64,000**	**$ 83,800**
OTHER SOURCES					
381.40-11	From Water & Wastewater	$ -	$ 1,951,500	$ -	$ -
381.45-00	From Fund 405	-	162,661	-	-
381.46-01	Transfer in Fixed Assets	-	26,534	-	-
381.47-01	Transfer in Fixed Assets	-	155,823	-	-
381.72-01	Transfer in Fixed Assets	-	1,328	-	-
	TOTAL OTHER SOURCES	**$ -**	**$ 2,297,846**	**$ -**	**$ -**
	TOTAL REVENUES	**$ 7,827,052**	**$ 9,876,140**	**$ 8,263,600**	**$ 8,042,250**
PERSONNEL SERVICES					
12-01	Salaries	$ 1,314,050	$ 1,214,471	$ 1,412,970	$ 1,474,020
13-00	Salaries/Part-Time	-	-	18,960	21,990
13-08	Interns	12,480	4,913	12,480	-
14-01	Overtime/Time And A Half	10,100	11,349	10,100	10,100
14-02	Overtime/Straight Time	13,000	17,298	13,000	13,000
15-03	Leave Payout	-	39,890	-	-
15-09	Moving Expenses	-	9,231	-	-
21-01	SS & Medicare Matching	106,000	101,474	115,880	120,710
22-01	Pension-General	427,500	301,436	378,990	379,600
23-01	Health	279,190	204,627	339,110	374,930
23-02	Disability Long-Term	2,130	119	2,130	2,130
23-03	Life & Accident, Death, Dis	-	1,998	-	-
23-05	Long Term Care	3,530	3,204	-	-
23-06	Dental	310	315	320	340
23-07	Catastrophic/Intensive Care	870	877	880	880
24-00	Workers' Compensation	30,440	30,440	33,910	33,740
26-01	Other Post Employment Ben	-	-	42,980	42,980
26-02	Retiree Health OPEB	-	-	41,510	41,510
26-03	Retiree Health Ins Monthly	59,220	50,765	59,600	58,810
26-05	Retiree Long Term Care	-	-	3,530	3,530
27-00	Other Post Employment Ben	41,000	42,977	-	-

FUND 471 - GAS OPERATIONS (4101-532)

		FY 13/14 ACTUALS	FY 14/15 ACTUALS	FY 15/16 ADOPTED	FY 16/17 ADOPTED
28-00	Retiree Health Ins Subsidy	$ -	$ 41,508	$ -	$ -
	TOTAL PERSONNEL SERVICES	**$ 2,299,820**	**$ 2,076,892**	**$ 2,486,350**	**$ 2,578,270**
OPERATING EXPENSES					
31-11	Legal Services	$ 15,600	$ 13,348	$ 11,100	$ 6,100
31-30	Professional Services	5,210	5,325	1,450	35,740
31-41	Engineering Services	25,000	-	-	-
32-01	Auditing - Annual	6,630	6,630	6,850	7,210
34-01	Banking Services	550	-	550	550
34-05	Building Maint Services	59,900	56,827	61,940	41,430
34-07	Software Support	-	-	-	800
34-09	Trustee Fees	100	48	100	100
34-10	Meter Maintenance	10,000	3,105	5,000	-
34-20	Misc Contract Services	16,000	6,187	179,000	21,000
34-21	Grounds Maintenance	5,000	2,310	3,000	23,530
36-03	Retiree Health Insurance/POB	3,210	-	-	-
40-02	Local Mileage	-	-	-	390
40-04	Travel/In-County	-	-	150	150
40-05	Travel/Out Of County	4,560	9,511	9,310	7,410
40-06	Travel/Out Of State	2,700	-	3,500	5,720
41-01	Communications	36,580	1,621	1,800	1,960
41-04	Postage	1,000	382	1,800	1,800
43-01	Electricity	20,610	20,660	22,960	27,760
43-10	Water & Wastewater	8,310	8,406	8,710	9,090
43-15	Stormwater	4,130	4,187	4,140	4,520
43-54	Sanitation Charges	-	-	-	6,110
44-05	Rental - Equipment	500	18	500	500
44-06	Copiers	960	881	970	1,940
44-07	Per Print Cost	120	239	300	460
45-01	Liability	40,900	36,481	40,500	44,300
45-02	Property	22,580	21,118	23,800	22,700
45-04	Bond Insurance	80	76	100	100
45-05	Flood	1,640	1,714	1,900	2,400
45-06	Boiler & Machinery	260	243	400	300
46-10	Fleet Charges	78,500	78,500	84,630	82,250
46-13	Maint Communication Equip	1,100	528	1,610	2,100
46-29	Maint Other Equipment	3,000	2,852	7,750	7,750
46-40	Maint Building	48,460	32,916	31,650	28,550
46-53	IT Charges	-	-	101,650	115,130
46-73	Maint Mains	46,000	39,197	47,500	27,500
47-01	Printing & Binding	3,600	3,069	3,600	3,000
48-07	Marketing	10,000	8,856	20,000	20,000
48-09	Incentives	90,000	43,650	90,000	90,000
49-08	Permits & Licenses	570	565	580	880
49-23	Reg. Assessment Fee	15,000	14,420	15,000	15,000
49-90	Admin Chargeback-Gen Fund	462,880	462,880	472,140	481,590
49-91	Admin Chargeback-W&WW	649,030	649,030	649,030	662,010
49-99	Bad Debt Expense	-	8,905	-	-
51-01	Office Supplies	3,500	3,188	3,500	3,500
52-02	Chemicals	3,000	2,660	5,000	5,000
52-03	Uniforms	8,140	6,249	8,140	12,410
52-04	Protective Clothing	-	-	-	2,180
52-06	Non-Capital Equipment & Parts	4,500	4,651	11,900	121,830
52-18	Grounds & Turf	-	-	-	3,000
52-41	Customer Service Parts	10,000	4,623	8,000	8,000
52-43	Small Hand Tools	580	534	1,000	-
52-44	Gas Purchases - Resale	2,875,000	2,123,387	2,600,000	2,319,220

FUND 471 - GAS OPERATIONS (4101-532)

		FY 13/14 ACTUALS	FY 14/15 ACTUALS	FY 15/16 ADOPTED	FY 16/17 ADOPTED
52-46	Meter Replacement	$ -	$ -	$ -	$ 65,000
52-95	Other Materials & Supplies	-	-	100	8,600
52-99	Purchase Inventory	10,000	2,881	10,000	10,000
54-01	Subs & Memberships	20,940	20,698	22,280	23,270
55-01	Training Registration	3,000	3,445	18,360	18,700
	TOTAL OPERATING EXPENSES	**$ 4,638,930**	**$ 3,717,001**	**$ 4,603,250**	**$ 4,410,540**
CAPITAL OUTLAY					
62-03	Improvements	$ -	$ -	$ -	$ 4,500
64-01	Machines & Equipment	63,700	61,381	48,950	-
64-02	Computer Equipment	25,200	60	-	4,730
64-05	Motor Vehicles	60,000	32,957	-	38,500
64-08	Meters & Accessories	-	197	-	17,780
	TOTAL CAPITAL OUTLAY	**$ 148,900**	**$ 94,595**	**$ 48,950**	**$ 65,510**
OTHER USES					
91-42	To Fund 405	$ 305,170	$ 305,162	$ 140,750	$ 149,000
91-53	To Fund 503	-	-	89,740	-
91-72	To Fund 472	400,000	409,770	413,180	402,120
91-74	To Fund 474	1,846,530	1,044,607	270,560	321,910
93-00	Interest Expense	-	1,094	-	-
95-01	Depreciation	-	484,332	-	-
95-02	Amortization	-	(584)	-	-
95-04	Debt Service Coverage 405	30,520	-	14,080	14,900
99-00	Contingency	475,840	-	196,740	100,000
	TOTAL OTHER	**$ 3,058,060**	**$ 2,244,381**	**$ 1,125,050**	**$ 987,930**
	TOTAL EXPENDITURES	**$ 10,145,710**	**$ 8,132,869**	**$ 8,263,600**	**$ 8,042,250**

*New Fund 471 created in FY 2014/2015

PROGRAM MODIFICATION-SUPPLEMENTAL REQUEST

New Program - Gas Operations Network Model

DEPT/ DIV NO.	DEPARTMENT NAME	DIVISION NAME	TOTAL COST
4101	UTILITIES	GAS OPERATIONS	$ 36,540

Justification

The Gas Division is seeking to have an outside consultant create a network model of the natural gas distribution system. The modeling of the gas pipeline network is a tool used to analyze the behavior of the gas system under different operating conditions. The modeling can be performed both for steady state and unsteady state conditions. The objective of a gas distribution pipeline network simulator is to evaluate different operation scenarios, such as reduced pressure situations. Having an efficient flow simulator is very useful to acquire a deeper knowledge of the system in order to plan for future customer load additions, system expansions as well as planning for replacement of aging infrastructure.

Required Resources

Personnel Costs

Number of Positions (A)	Title	Salary (B)	Fringe Benefits (C)	Cost A x (B+C)
			-	-
			-	-
			-	-
			Total Personnel Costs	$ -

Recurring Operating Costs

Account Number	Description	Cost
34-07	Software Support	800
	Total Recurring Operating Costs	$ 800

One -Time Costs

Account Number	Description	Cost
31-30	Professional Services	34,500
64-02	Computer Equipment	1,240
	Total One-Time Costs	$ 35,740

Benefits

The Gas Division has expanded and made system improvements to the gas distribution system over the last several years and is working on several other expansion projects. New requests and requests from existing customers for additional gas volume and/or pressure are having an impact on the system. Use of a network model will allow the division to better understand how these changes are impacting the system and if and where we need to make system improvements to meet the demand. The network model will assist in refining the sectionalization and curtailment plans.

PROGRAM MODIFICATION-SUPPLEMENTAL REQUEST

Reclassification - Gas Serviceperson I to Gas Serviceperson II

DEPT/ DIV NO.	DEPARTMENT NAME	DIVISION NAME	TOTAL COST
4101	UTILITIES	GAS OPERATIONS	$ 33,210

Justification

The Gas Division is seeking the reclassification of a Gas Serviceperson I to a Gas Serviceperson II position within the division's field operations staff. The Gas Serviceperson II position is necessary for advancement of a lower level serviceperson with distribution construction and maintenance experience. The Gas Serviceperson II position allows the Gas Division to properly plan for succession of the distribution and construction and maintenance operations staff by advancing employees into a position with greater responsibilities.

Required Resources

Personnel Costs

Number of Positions (A)	Title	Salary (B)	Fringe Benefits (C)	Cost A x (B+C)
1	Gas Serviceperson II	48,539	27,180	**75,720**
(1)	Gas Serviceperson I	53,579	30,000	**(83,580)**
			-	**-**
			Total Personnel Costs	**$ (7,860)**

Recurring Operating Costs

Account Number	Description	Cost
46-13	Maint Communication Equip	**60**
	Total Recurring Operating Costs	**$ 60**

One -Time Costs

Account Number	Description	Cost
52-04	Protective Clothing	**1,180**
52-06	Non-Capital Equipment	**1,330**
64-05	Motor Vehicles	**38,500**
	Total One-Time Costs	**$ 41,010**

Benefits

The reclassification of the Gas Serviceperson I to the Gas Serviceperson II position will allow for greater flexibility on daily/weekly work assignments, devote additional time to meet ever increasing regulatory compliance requirements, provide additional staffing coverage during annual leave and unscheduled absences, and provide needed manpower on the emergency call-out rotation. The reclassification also allows for succession planning for employees with distribution construction and maintenance experience.

PROGRAM MODIFICATION-SUPPLEMENTAL REQUEST

New Position - Work Control Clerk

DEPT/ DIV NO.	DEPARTMENT NAME	DIVISION NAME	TOTAL COST
4101	UTILITIES	GAS OPERATIONS	$ 51,010

Justification

The Gas Division is seeking to re-establish the Work Control Clerk position that was eliminated in FY10. Currently the functions of the Work Control Clerk are performed by a Gas Serviceperson I. That individual is retiring. The Work Control Clerk position is a critical position for the Gas Division. The Work Control Clerk handles all reports of odor calls form the public, Public Service and Fire Department. The Work Control Clerk logs all odor calls, dispatches response personnel, records arrival times and disposition of the odor call. If needed, dispatches the emergency response repair crew. The Work Control Clerk manages the daily flow of service work, handles requests from Public Service for same day service, takes customer calls on scheduled appointments, sets appointments for field crews, prepares next day service orders, maintains work logs used in completing numerous compliance reports. The Work Control Clerk processes all field paperwork.

Required Resources

Personnel Costs

Number of Positions (A)	Title	Salary (B)	Fringe Benefits (C)	Cost A x (B+C)
1	Work Control Clerk	32,699	18,310	51,010
			-	-
			-	-
			Total Personnel Costs	$ 51,010

Recurring Operating Costs

Account Number	Description	Cost
	Total Recurring Operating Costs	$ -

One -Time Costs

Account Number	Description	Cost
	Total One-Time Costs	$ -

Benefits

Re-establishing the Work Control Clerk position allows the division to return the Gas Serviceperson position to field operations. Filling the Work Control Clerk position with a candidate who possesses enhanced computer, customer service, and clerical skills will provide needed assistance to other administrative staff members.

PROGRAM MODIFICATION-SUPPLEMENTAL REQUEST

New Position - Gas Apprentice

DEPT/ DIV NO.	DEPARTMENT NAME	DIVISION NAME	TOTAL COST
4101	UTILITIES	GAS OPERATIONS	$ 48,040

Justification

The Gas Division has difficulty hiring experienced gas utility workers for entry level field positions. Three years ago the Gas Division began a Gas Apprentice training program with two positions to be able to develop in-house employees with basic skills to safely work on the gas distribution system. The Gas Division is seeking to expand the Gas Apprentice program by an additional position to be able to constantly have personnel in development. The current two apprentices are now into their third year and this new position permits the Gas Division to continue with internally developing a skilled workforce to draw upon to fill future vacancies.

Required Resources

Personnel Costs

Number of Positions (A)	Title	Salary (B)	Fringe Benefits (C)	Cost A x (B+C)
1	Gas Apprentice	30,363	17,000	47,360
			-	-
			-	-
			Total Personnel Costs	$ 47,360

Recurring Operating Costs

Account Number	Description	Cost
52-03	Uniforms	680
	Total Recurring Operating Costs	$ 680

One -Time Costs

Account Number	Description	Cost
	Total One-Time Costs	$ -

Benefits

The Gas Apprentice positions allow employees to learn a sound foundation of safe work practices within the natural gas utility. By having well trained entry level employees, the Gas Division is able to fill lower level vacancies from within as the as those employees advance to fill senior level vacancies that become open as the aging workforce begins to retire over the next 5 years. It is very difficult to recruit qualified experienced gas utility workers in southeast Florida.

CAPITAL OUTLAY REQUEST

DEPT/ DIV NO.	DEPARTMENT NAME	DIVISION NAME	TOTAL COST
4101	UTILITIES	GAS OPERATIONS	$ 25,770

#	Acct. # (XX-XX)	Quantity	Item	Description and Justification	Unit Cost	Extended Cost
1	62-03	1	Lobby Security Improvement	***NEW*** Add a shatter-resistant pass-through window at the front desk area of the Gas Division lobby to be able to secure the Administration offices. Add alarm contacts to the front desk window and entry doors to the Administration offices. Add a panic button to the front desk.	4,500	4,500
2	64-08	5	Rotary Meter and Pressure Corrector	***NEW*** To provide gas service to commercial accounts with high volume / elevated pressure requirements (ALF's, manufacturer's, large restaurants, high rise building boilers)	3,555	17,780
3	64-02	2	Laptop Computers	***NEW*** Laptop computers for supervisors and senior field techs to interface with electronic field instrumentation; GIS field maps and data. Remotely access the gas system SCADA system.	1,745	3,490
						-
						-

FUND 472 - GAS RENEWAL & REPLACEMENT (R&R)

PROGRAM/SERVICES DESCRIPTION

This fund is used to account for repairs and maintenance to the City's gas utility systems as well as the replacement and enhancement of existing equipment, and other capital items related to the system.

		FY 13/14 ACTUALS	FY 14/15 ACTUALS	FY 15/16 ADOPTED	FY 16/17 ADOPTED
OTHER SOURCES					
381.40-10	From Gas Operating	$ 416,600	$ -	$ -	$ -
381.42-00	Fund 402	-	4,763,970	-	-
381.71-10	From Gas Operating	-	409,770	413,180	402,120
	TOTAL OTHER SOURCES	**$ 416,600**	**$ 5,173,740**	**$ 413,180**	**$ 402,120**
MISCELLANEOUS REVENUES					
361.39-00	Inc(Dec) Fair Value Other	$ -	$ 1,130	$ -	$ -
369.90-00	Other Miscellaneous	-	1,332	-	-
	TOTAL MISCELLANEOUS REVENUES	**$ -**	**$ 2,462**	**$ -**	**$ -**
	TOTAL REVENUES	**$ 416,600**	**$ 5,176,202**	**$ 413,180**	**$ 402,120**
CAPITAL OUTLAY					
63-31	Refurbish Service Lines	$ -	$ 74,508	$ -	$ 50,000
64-01	Machines & Equipment	-	-	4,200	14,220
64-02	Computer Equipment	-	-	-	1,750
64-05	Motor Vehicles	-	-	-	150,000
64-08	Meters & Accessories	-	44,687	-	9,850
	TOTAL CAPITAL OUTLAY	**$ -**	**$ 119,195**	**$ 4,200**	**$ 225,820**
OTHER USES					
91-71	To Fund 471	$ -	$ 1,328	$ -	$ -
98-00	To Fund Balance	-	-	408,980	76,300
99-00	Contingency	-	-	-	100,000
	TOTAL OTHER USES	**$ -**	**$ 1,328**	**$ 408,980**	**$ 176,300**
	TOTAL EXPENDITURES	**$ -**	**$ 120,523**	**$ 413,180**	**$ 402,120**

*New Fund 472 created in FY 2014/2015

CAPITAL OUTLAY REQUEST

DEPT/ DIV NO.	DEPARTMENT NAME	DIVISION NAME	TOTAL COST
4101	UTILITIES	GAS RENEWAL & REPLACEMENT	$ 172,020

#	Acct. # (XX-XX)	Quantity	Item	Description and Justification	Unit Cost	Extended Cost
1	64-05	3	Gas Division Vehicle Replace-ments	***REPLACEMENT*** 2 vans for field operations and 1 work truck.		150,000
2	64-02	1	Laptop computer	***REPLACEMENT*** The Gas Division's sole laptop computer is used by the Assistant Utility Director to remotely access the gas system's SCADA system. The current laptop is 9 years old running Windows XP.	1,750	1,750
3	64-08	5	Mercury Pressure Recorders	***REPLACEMENT*** Regulations require gas distribution system operators to keep a record of operating pressures within its system. These recorders are replacing Dickson data loggers which are experiencing a high failure rate.	1,970	9,850
4	64-01	2	Combustible Gas Instruments	***REPLACEMENT*** Replace the 2 original units purchased in 2007. These nine year old units are in fair condition, but have required several repairs. The instrument measures the amount of gas in the atmosphere and is the primary safety equipment carried by field technicians.	1,810	3,620
5	64-01	1	GPS Receiver	***REPLACEMENT*** The GPS receiver is used to map gas utility features and locate critical isolation valves. The current receiver model has been discontinued and parts will become scarce. The unit has a current trade-in value that will begin to decrease over time or if the unit becomes inoperable.	6,800	6,800

CAPITAL OUTLAY REQUEST

DEPT/ DIV NO.	DEPARTMENT NAME	DIVISION NAME	TOTAL COST
4101	UTILITIES	GAS RENEWAL & REPLACEMENT	$ 3,800

#	Acct. # (XX-XX)	Quantity	Item	Description and Justification	Unit Cost	Extended Cost
6	64-01	1	Line Locator	***REPLACEMENT*** The equipment is used to locate the underground gas lines. The existing unit is 19 years old and in poor condition and is frequently out of calibration. Typical average life is 10-15 years.	3,800	3,800
						-
						-
						-
						-

FUND 474 - GAS SYSTEM RESERVE

PROGRAM/SERVICES DESCRIPTION

This fund is established to separately account for the accumulation of financial resources for the Gas Enterprise.

		FY 13/14 ACTUALS	FY 14/15 ACTUALS	FY 15/16 ADOPTED	FY 16/17 ADOPTED
OTHER SOURCES					
381.71-10	From Gas Operating	$ -	$ 1,044,607	$ 270,560	$ 321,910
389.90-10	From Fund Balance	-	-	1,682,563	6,378,470
	TOTAL OTHER SOURCES	**$ -**	**$ 1,044,607**	**$ 1,953,123**	**$ 6,700,380**
MISCELLANEOUS REVENUES					
.361.39-00	Inc(Dec) Fair Value Other	$ -	$ 1,105	$ -	$ -
	TOTAL MISCELLANEOUS REVENUES	**$ -**	**$ 1,105**	**$ -**	**$ -**
	TOTAL REVENUES	**$ -**	**$ 1,045,712**	**$ 1,953,123**	**$ 6,700,380**
OTHER USES					
91-20	To Fund 001-GAS ROI	$ -	$ 195,659	$ 340,000	$ 340,000
91-75	To Fund 475	-	-	1,613,123	6,360,380
	TOTAL OTHER	**$ -**	**$ 195,659**	**$ 1,953,123**	**$ 6,700,380**
	TOTAL EXPENDITURES	**$ -**	**$ 195,659**	**$ 1,953,123**	**$ 6,700,380**

*New Fund 474 created in FY 2014/2015

FUND 475 - GAS CAPITAL PROJECTS

PROGRAM/SERVICES DESCRIPTION

This fund is established to separately account for the construction of annual capital improvement projects associated with the Gas Utility.

		FY 13/14 ACTUALS	FY 14/15 ACTUALS	FY 15/16 ADOPTED	FY 16/17 ADOPTED
OTHER SOURCES					
381.74-10	From System Reserve	$ -	$ -	$ 1,613,123	$ 6,360,380
	TOTAL OTHER SOURCES	**$ -**	**$ -**	**$ 1,613,123**	**$ 6,360,380**
	TOTAL REVENUES	**$ -**	**$ -**	**$ 1,613,123**	**$ 6,360,380**
CAPITAL OUTLAY					
61-00	Land Purchase	$ -	$ -	$ -	$ 500,000
65-02	Design	-	-	321,450	-
65-05	Other Costs	-	-	190,250	-
65-10	Construction	-	-	1,101,423	5,860,380
	TOTAL CAPITAL OUTLAY	**$ -**	**$ -**	**$ 1,613,123**	**$ 6,360,380**
	TOTAL EXPENDITURES	**$ -**	**$ -**	**$ 1,613,123**	**$ 6,360,380**

*New Fund 475 created in FY 2015/2016

FUND 420 - SPRINGTREE

PROGRAM/SERVICES DESCRIPTION

The City's public golf facility offers an enjoyable experience at affordable rates and provides excellent group tournaments. It is comprised of 67 acres and includes a par 61 executive course, clubhouse and pro-shop. The course is one of the most challenging executive courses in the South Florida area with a layout that includes eleven par 3 and seven par 4 holes. The clubhouse includes a full-service restaurant which is available for private party rentals.

FY 2015/2016 HIGHLIGHTS AND ACCOMPLISHMENTS

◊ Improved conditions on course evidenced by better quality turf and positive feedback from the community.

◊ Upgraded computer software and equipment that controls course-wide irrigation systems.

◊ Successfully coordinated with the City's Utilities Department during the construction of new wells.

FY 2016/2017 OBJECTIVES/GOALS

◊ Evaluate current state of capital equipment and make recommendations for cost saving opportunities.

◊ Establish golf rates based on competitive market, ensuring rates remain within appropriate paramaters.

◊ Develop marketing and operational solutions that address needs and maintain or improve the course's position within the golf market.

PERFORMANCE MEASURES	FY 2014/2015 ACTUAL	FY 2015/2016 TARGET	3/31/2016 ACTUAL	FY 2016/2017 TARGET
Number of rounds played	38,259	39,000	21,285	39,500
Number of memberships	162	140	120	180
Number of members	210	200	181	220

FUND 420 - SPRINGTREE

	FY 13/14 ACTUALS	FY 14/15 ACTUALS	FY 15/16 ADOPTED	FY 16/17 ADOPTED
REVENUES				
Service Revenues	$ 1,149,914	$ 1,134,233	$ 1,172,000	$ 1,112,650
Miscellaneous Revenues	5,032	4,022	1,650	1,350
Other Sources	725,904	688,320	749,670	921,380
TOTAL REVENUES	**$ 1,880,850**	**$ 1,826,575**	**$ 1,923,320**	**$ 2,035,380**
EXPENDITURES				
Personnel Services	$ 1,183	$ 24,828	$ 24,830	$ 24,830
Operating Expenses	1,842,106	1,772,567	1,870,490	1,875,030
Capital Outlay	-	124,308	3,000	135,520
Other Uses	-	-	25,000	-
TOTAL EXPENDITURES	**$ 1,843,289**	**$ 1,921,703**	**$ 1,923,320**	**$ 2,035,380**
NET RESULTS	**$ 37,561**	**$ (95,128)**	**$ -**	**$ -**

SIGNIFICANT CHANGES FROM FISCAL YEAR 2015/2016 ADOPTED BUDGET

REVENUES $ 112,060

The positive variance is primarily attributed to an increase in the General Fund subsidy.

OPERATING EXPENSES $ 4,540

The positive variance is primarily attributed to the removal of one-time funding for carpet replacement and chairs offset by the painting of the clubhouse and cart barn.

CAPITAL OUTLAY $ 132,520

The positive variance is due to changes in capital needs from year to year. In FY 2017, the budget includes a spray unit and tank, golf cart replacements, and a fuel storage tank.

OTHER USES $ (25,000)

The negative variance is primarily attributed to a reduction in contingency.

FUND 420 - SPRINGTREE

		FY 13/14 ACTUALS	FY 14/15 ACTUALS	FY 15/16 ADOPTED	FY 16/17 ADOPTED
SERVICE REVENUES					
347.20-32	Membership Fees-420 Only	$ 61,192	$ 63,352	$ 63,000	$ 64,050
347.20-33	Golf Rounds	740,168	710,229	745,000	708,000
347.20-34	Clinics & Programs	1,927	2,266	2,000	1,200
347.20-37	Clinic Programs Guidant 1	7,706	9,064	8,000	4,900
347.90-02	Concessions & Resale	67,849	69,909	71,000	71,000
347.90-09	Concession & Resale/Guid 2	271,072	279,413	283,000	263,500
	TOTAL SERVICE REVENUES	**$ 1,149,914**	**$ 1,134,233**	**$ 1,172,000**	**$ 1,112,650**
MISCELLANEOUS REVENUES					
361.02-00	Super Now Accounts	$ 136	$ -	$ -	$ -
361.03-00	CD's & T-Bills	334	-	-	-
361.10-00	Interest & Dividends	1	-	-	-
361.10-01	Interest & Dividends	-	1,575	1,400	700
361.10-03	Investment Income	-	-	-	400
361.20-00	State Pool	213	-	-	-
361.30-00	Inc(Dec) Fair Value SBA	(364)	-	-	-
361.39-00	Inc(Dec) Fair Value Other	(9)	33	-	-
364.01-00	Cash Proceeds	2,271	2,434	-	-
364.02-00	Gain or Loss	(1,460)	(2,817)	-	-
369.90-00	Other Miscellaneous	482	289	250	250
369.99-00	Prior Yr Revenue/Expense	3,428	2,508	-	-
	TOTAL MISCELLANEOUS REVENUES	**$ 5,032**	**$ 4,022**	**$ 1,650**	**$ 1,350**
OTHER SOURCES					
381.01-00	General Fund 001	$ -	$ 688,320	$ 749,670	$ 921,380
389.40-09	Other	725,904	-	-	-
	TOTAL OTHER SOURCES	**$ 725,904**	**$ 688,320**	**$ 749,670**	**$ 921,380**
	TOTAL REVENUES	**$ 1,880,850**	**$ 1,826,575**	**$ 1,923,320**	**$ 2,035,380**
PERSONNEL SERVICES					
21-01	SS & Medicare Matching	$ -	$ 1,699	$ 1,700	$ 1,700
26-02	Retiree Health OPEB	-	-	930	930
26-03	Retiree Health Ins Monthly	-	22,200	22,200	22,200
28-00	Retiree Health Ins Subsidy	1,183	929	-	-
	TOTAL PERSONNEL SERVICES	**$ 1,183**	**$ 24,828**	**$ 24,830**	**$ 24,830**
OPERATING EXPENSES					
31-30	Professional Services	$ 1,354,347	$ 1,318,209	$ 1,375,000	$ 1,375,000
34-20	Misc Contract Services	-	-	1,000	6,000
34-43	Painting	-	-	-	25,000
36-03	Retiree Health Insurance/POB	23,899	-	-	-
41-01	Communications	15,568	73	200	-
43-01	Electricity	58,432	58,845	61,360	60,500
43-10	Water & Wastewater	42,576	42,651	44,710	39,340
43-15	Stormwater	6,948	7,182	7,100	7,750
45-01	Liability	6,543	7,694	8,300	8,200
45-02	Property	15,062	14,211	16,000	15,300
45-05	Flood	3,190	4,285	4,700	5,800

FUND 420 - SPRINGTREE

		FY 13/14 ACTUALS	FY 14/15 ACTUALS	FY 15/16 ADOPTED	FY 16/17 ADOPTED
45-06	Boiler & Machinery	$ 172	$ 164	$ 200	$ 200
45-08	Liab Underground Storage	372	366	500	500
46-10	Fleet Charges	-	13,820	14,100	13,700
46-40	Maint Building	-	-	20,000	400
46-53	IT Charges	-	-	6,860	7,200
46-54	Sanitation Charges	-	-	-	22,410
49-08	Permits & Licenses	750	-	-	200
49-26	Credit Card Fees	23,220	23,146	23,000	23,000
49-49	Miscellaneous	-	861	1,500	-
49-90	Admin Chargeback-Gen Fund	178,299	181,870	158,460	161,630
52-01	Gas & Oil	12,334	-	-	-
52-02	Chemicals	100,142	99,190	102,500	102,500
52-07	Non-Capital Furniture	-	-	25,000	-
52-08	Non-Capital Computer	-	-	-	400
52-90	Other Supplies & Expenses	252	-	-	-
	TOTAL OPERATING EXPENSES	**$ 1,842,106**	**$ 1,772,567**	**$ 1,870,490**	**$ 1,875,030**
CAPITAL OUTLAY					
64-01	Machines & Equipment	$ -	$ 124,308	$ -	$ 135,520
64-04	Furniture & Equipment	-	-	3,000	-
	TOTAL CAPITAL OUTLAY	**$ -**	**$ 124,308**	**$ 3,000**	**$ 135,520**
OTHER USES					
99-00	Contingency	$ -	$ -	$ 25,000	$ -
	TOTAL OTHER USES	**$ -**	**$ -**	**$ 25,000**	**$ -**
	TOTAL EXPENDITURES	**$ 1,843,289**	**$ 1,921,703**	**$ 1,923,320**	**$ 2,035,380**

PROGRAM MODIFICATION-SUPPLEMENTAL REQUEST

Additional Funding - Springtree Painting

DEPT/ DIV NO.	DEPARTMENT NAME	DIVISION NAME	TOTAL COST
3901	LEISURE SERVICES	SPRINGTREE	$ 25,000

Justification

The clubhouse and cart barn are showing signs of discoloration and require painting. These buildings have not been painted since they opened in 2004. Additional funding is being requested for painting in order to maintain the appearance level expected of high profile facilities.

Required Resources

Personnel Costs

Number of Positions (A)	Title	Salary (B)	Fringe Benefits (C)	Cost A x (B+C)
			-	-
			-	-
			-	-
			Total Personnel Costs	$ -

Recurring Operating Costs

Account Number	Description	Cost
	Total Recurring Operating Costs	$ -

One -Time Costs

Account Number	Description	Cost
34-43	Painting	25,000
	Total One-Time Costs	$ 25,000

Benefits

Repainting will increase its curb appeal and can decrease the risk of weather related damages.

PROGRAM MODIFICATION-SUPPLEMENTAL REQUEST

Additional Funding - Backflow Inspection and Maintenance

DEPT/ DIV NO.	DEPARTMENT NAME	DIVISION NAME	TOTAL COST
3901	LEISURE SERVICES	SPRINGTREE	$ 600

Justification

An annual inspection is now required on all backflows at respective facilities, including the City's golf course. This funding will be used for the annual inspection, in addition to the necessary repairs that are needed.

Required Resources

Personnel Costs

Number of Positions (A)	Title	Salary (B)	Fringe Benefits (C)	Cost A x (B+C)
			-	-
			-	-
			-	-
			Total Personnel Costs	$ -

Recurring Operating Costs

Account Number	Description	Cost
46-40	Maint Building	400
49-08	Permits & Licenses	200
	Total Recurring Operating Costs	$ 600

One -Time Costs

Account Number	Description	Cost
	Total One-Time Costs	$ -

Benefits

To ensure that all backflows are in safe working condition and to preventatively maintain all related equipment.

CAPITAL OUTLAY REQUEST

DEPT/ DIV NO.	DEPARTMENT NAME	DIVISION NAME	TOTAL COST
3901	LEISURE SERVICES	SPRINGTREE	$ 135,520

#	Acct. # (XX-XX)	Quantity	Item	Description and Justification	Unit Cost	Extended Cost
1	64-01	1	Workman with Spray Unit and Tank	***REPLACEMENT*** The current Toro Workman spray unit was purchased in 2007. It has extensive body corrosion, and replacement has been recommended by the City's Fleet Manager. It is often in disrepair and it must operate properly to ensure accurate amounts of chemicals are applied in a domestic water well field.	42,500	42,500
2	64-01	20	Club Car Golf Carts	***REPLACEMENT*** The current fleet is out of warranty as of August 2015. The fleet has historically been sold at the end of it's warranty period to save on repair costs. The purchase includes a 4 year warranty, in addition to a trade-in value of $1,100 per cart, totaling $66,000 (not reflected in the listed Total Cost).	3,901	78,020
3	64-01	1	Fuel Storage Tank	***REPLACEMENT*** Currently there is an above ground 500 gallon (split 2-250 gal.) fuel tank. Some repairs have previously been made to the tank, however, a recent Broward County inspection expressed concerns about the overall condition of the tank. Funding would provide for a new above ground tank.	15,000	15,000
						-
						-

FUND 430 - SANITATION

PROGRAM/SERVICES DESCRIPTION

This fund is used to account for the operations of the City's Sanitation program, consisting of regular garbage and bulk rate pickup provided by an outside contractor.

		FY 13/14 ACTUALS	FY 14/15 ACTUALS	FY 15/16 ADOPTED	FY 16/17 ADOPTED
SERVICE REVENUES					
343.40-01	Sanitation Fees	$ 7,377,624	$ 7,685,358	$ 7,752,930	$ 9,191,430
343.40-05	Roll-Offs Perm & Temp	1,825,181	1,911,219	1,850,420	2,106,960
	TOTAL SERVICE REVENUES	**$ 9,202,805**	**$ 9,596,577**	**$ 9,603,350**	**$ 11,298,390**
MISCELLANEOUS REVENUES					
361.02-00	Super Now Accounts	$ 1,180	$ -	$ -	$ -
361.03-00	CD's & T-Bills	1,903	-	-	-
361.10-00	Interest & Dividends	1	-	-	-
361.10-01	Interest & Dividends	-	3,076	4,000	2,000
361.10-03	Investment Income	-	-	-	2,000
361.20-00	State Pool	230	-	-	-
361.30-00	Inc(Dec) Fair Value SBA	(361)	-	-	-
361.39-00	Inc(Dec) Fair Value Other	(169)	268	-	-
369.18-00	Public Education Reimburse	22,323	25,000	25,000	25,000
369.99-00	Other Miscellaneous	12,295	14,105	6,000	6,000
	TOTAL MISCELLANEOUS REVENUES	**$ 37,402**	**$ 42,449**	**$ 35,000**	**$ 35,000**
OTHER SOURCES					
381.01-00	General Fund 001	$ 845,771	$ 865,320	$ 866,160	$ 435,880
	TOTAL OTHER SOURCES	**$ 845,771**	**$ 865,320**	**$ 866,160**	**$ 435,880**
	TOTAL REVENUES	**10,085,978**	**10,504,346**	**10,504,510**	**11,769,270**
PERSONNEL SERVICES					
12-01	Salaries	$ -	$ -	$ -	$ 107,960
21-01	SS & Medicare Matching	-	-	-	8,260
22-01	Pension-General	-	-	-	22,250
23-01	Health	-	-	-	20,360
23-06	Dental	-	-	-	530
23-07	Catastrophic/Intensive Care	-	-	-	870
	TOTAL PERSONNEL SERVICES	**$ -**	**$ -**	**$ -**	**$ 160,230**
OPERATING EXPENSES					
34-45	Sanitation Services	$ 9,202,783	$ 9,596,486	$ 9,603,350	$ 7,723,840
34-48	Disposal Costs	-	-	-	2,953,340
41-06	Communication Equipment	-	-	-	380
46-53	IT Charges	-	-	7,180	7,530
49-53	Public Education	22,323	25,000	25,000	25,000
49-90	Admin Chargeback-Gen Fund	279,123	284,710	290,400	296,210
49-91	Admin Chargeback-W&WW	566,648	566,650	577,980	589,540
49-99	Bad Debt Expense	-	-	-	10,000
52-07	Non-Capital Furniture	-	-	-	1,000
52-08	Non-Capital Computer	-	-	-	1,200
	TOTAL OPERATING EXPENSES	**$ 10,070,877**	**$ 10,472,846**	**$ 10,503,910**	**$ 11,608,040**
OTHER USES					
93-00	Interest Expense	$ 1,624	$ 2,225	$ 600	$ 1,000
	TOTAL CAPITAL OUTLAY	**$ 1,624**	**$ 2,225**	**$ 600**	**$ 1,000**
	TOTAL EXPENDITURES	**$ 10,072,501**	**$ 10,475,071**	**$ 10,504,510**	**$ 11,769,270**

PROGRAM MODIFICATION-SUPPLEMENTAL REQUEST

Transfer - Solid Waste Coordinator Position from Fund 401

DEPT/ DIV NO.	DEPARTMENT NAME	DIVISION NAME	TOTAL COST
0000	SANITATION		$ 116,940

Justification

The Public Services Division is requesting to move the existing Solid Waste Coordinator position to From 401 - Water & Wastewater to Fund 430 - Sanitation. The functions of the position relates directly to the Sanitation Fund, and the costs should be allocated to reflect the proper funding source.

Required Resources

Personnel Costs

Number of Positions (A)	Title	Salary (B)	Fringe Benefits (C)	Cost A x (B+C)
1	Solid Waste Coordinator	74,963	41,980	**116,940**
			-	-
			-	-
			Total Personnel Costs	**$ 116,940**

Recurring Operating Costs

Account Number	Description	Cost
	Total Recurring Operating Costs	**$ -**

One -Time Costs

Account Number	Description	Cost
	Total One-Time Costs	**$ -**

Benefits

This transfer would allow the reallocation of costs to reflect the proper funding source for enhanced tracking and administrative functions.

PROGRAM MODIFICATION-SUPPLEMENTAL REQUEST

New Position - Solid Waste Billing Specialist

DEPT/ DIV NO.	DEPARTMENT NAME	DIVISION NAME	TOTAL COST
0000	SANITATION		$ 45,870

Justification

The Public Service division is requesting to add a new Solid Waste Billing Specialist position to accommodate changes under the City's new Solid Waste & Recycling Franchise Agreement. Under the new contract, the City will take on additional responsibilities to include the reconciliation and payment of all related disposal costs associated with the collection of municipal solid waste. The requested salary range shall be comparable to the existing Utility Billing Specialist position. Funding should be budgeted 100% to Fund 430 - Sanitation. (Please note: the required resources reflect partial year funding for this position.)

Required Resources

Personnel Costs

Number of Positions (A)	Title	Salary (B)	Fringe Benefits (C)	Cost A x (B+C)
1	Solid Waste Billing Specialist	27,745	15,540	**43,290**
			-	-
			-	-
			Total Personnel Costs	**$ 43,290**

Recurring Operating Costs

Account Number	Description	Cost
	Total Recurring Operating Costs	**$ -**

One -Time Costs

Account Number	Description	Cost
52-08	Non-Capital Computer	**1,200**
41-06	Communication Equipment	**380**
52-07	Non-Capital Furniture	**1,000**
	Total One-Time Costs	**$ 2,580**

Benefits

This position is required to properly maintain all requirements under the City's new exclusive Solid Waste & Recycling Franchise Agreement. Additional responsibilities include the reconciliation and payment of all associated disposal costs which will enhance services to the residents of Sunrise.

FUND 435 - RECYCLING

PROGRAM/SERVICES DESCRIPTION

This fund is used to account for the operations of the City's Recycling program, consisting of regular recycling pickup provided by an outside contractor.

		FY 13/14 ACTUALS	FY 14/15 ACTUALS	FY 15/16 ADOPTED	FY 16/17 ADOPTED
INTERGOVERNMENT REVENUES					
337.30-02	Broward County	$ 264,976	$ 264,976	$ 264,980	$ -
	TOTAL INTERGOVERNMENT REVENUES	**$ 264,976**	**$ 264,976**	**$ 264,980**	**$ -**
SERVICE REVENUES					
343.40-02	Recycling Fees	$ 200,274	$ 230,406	$ 255,400	$ 1,080,180
343.40-04	Commercial Recycling	13	-	-	-
343.40-06	Additional Fee Increase	908,896	910,773	928,730	-
	TOTAL SERVICE REVENUES	**$ 1,109,183**	**$ 1,141,179**	**$ 1,184,130**	**$ 1,080,180**
MISCELLANEOUS REVENUES					
361.02-00	Super Now Accounts	$ 196	$ -	$ -	$ -
361.03-00	CD's & T-Bills	4,331	-	-	-
361.10-00	Interest & Dividends	1	-	-	-
361.10-01	Interest & Dividends	-	3,496	4,000	1,700
361.10-03	Investment Income	-	-	-	800
361.20-00	State Pool	121	-	-	-
361.30-00	Inc(Dec) Fair Value SBA	(717)	-	-	-
361.39-00	Inc(Dec) Fair Value Other	(36)	271	-	-
369.21-00	Recycled Materials	174,898	130,785	144,000	50,400
	TOTAL MISCELLANEOUS REVENUES	**$ 178,794**	**$ 134,552**	**$ 148,000**	**$ 52,900**
OTHER SOURCES					
389.90-10	From Fund Balance	$ -	$ -	$ 173,540	$ -
	TOTAL OTHER SOURCES	**$ -**	**$ -**	**$ 173,540**	**$ -**
	TOTAL REVENUES	**$ 1,552,953**	**$ 1,540,707**	**$ 1,770,650**	**$ 1,133,080**
OPERATING EXPENSES					
34-44	Recycling Charges	$ 760,310	$ 709,478	$ 720,950	$ 764,010
46-29	Maint Other Equipment	-	-	100	-
46-53	IT Charges	-	-	620	650
49-53	Public Education	-	-	5,000	10,000
49-90	Admin Chargeback-Gen Fund	-	-	-	5,500
49-91	Admin Chargeback-W&WW	54,170	55,250	55,250	56,360
49-99	Bad Debt Expense	922	292	-	500
52-60	Misc Recycling Projects	37,500	49,794	60,000	55,000
	TOTAL OPERATING EXPENSES	**$ 852,902**	**$ 814,814**	**$ 841,920**	**$ 892,020**
OTHER USES					
91-02	To General Fund 001	$ 908,896	$ 910,773	$ 928,730	$ -
95-01	Depreciation	727	727	-	-
98-00	To Fund Balance	-	-	-	241,060
	TOTAL CAPITAL OUTLAY	**$ 909,623**	**$ 911,500**	**$ 928,730**	**$ 241,060**
	TOTAL EXPENDITURES	**$ 1,762,525**	**$ 1,726,314**	**$ 1,770,650**	**$ 1,133,080**

FUND 444 - STORMWATER (444-3502)

PROGRAM/SERVICES DESCRIPTION

The Stormwater Utility provides for the safe and efficient operation, maintenance, renewal, and replacement of the City's comprehensive flood control infrastructure. The Stormwater Utility complies with the National Pollutant Discharge Elimination System (NPDES) permit for municipal separate storm sewer systems (MS4), every year maintaining 10% of the City's 3,580 catch basins/inlets, 372,300 linear ft. of pipes/culverts, 15 pollution control boxes, 23 major outfalls, and 23 weirs; removing litter from waterways to ensure adequate flow of stormwater runoff and control of aquatic invasive vegetation (through mechanical, biological, and chemical methods); and operating gates, valves, and engines at 8 stormwater pump stations to control stormwater and prevent flooding. This Section also manages the various contractors that maintain the City rights-of-way for landscaping maintenance and revitalization. The Grounds Crew provides litter control within City rights-of-way, trims trees, and maintains/repairs irrigation systems within the rights-of-way, City facilities, and parks. Crews also pressure clean, apply polymeric sand, and seal coat rights-of-way brick pavers, concrete separators, and curbs. In addition, the Grounds Crew installs trees and shrubs within the rights-of-way medians and swales; and removes animal carcasses from rights-of-way.

FY 2015/2016 HIGHLIGHTS AND ACCOMPLISHMENTS

- Completed Panther Parkway Irrigation project and also revitalized right-of-ways through pressure cleaning, seal coating, and replacing shrubs.
- Completed the Weston Road right-of-way revitalization project through pressure cleaning, seal coating pavers, and replacing 1,053 shrubs and 31 trees.
- Effective control of Rotala Rotundifolia in the City's waterways which, is listed as a Category II invasive plant in South Florida.

FY 2016/2017 OBJECTIVES/GOALS

- Decrease water consumption of the City's irrigation system by evaluating, testing and implementing new technologies and following FDEP model ordinance for installation, maintenance and operation.
- Evaluate and optimize the operation, condition and maintenance of the stormwater conveyance system; including the eight pump stations, drainage basins, culverts, weirs, and other structures.

PERFORMANCE MEASURES	FY 2014/2015 ACTUAL	FY 2015/2016 TARGET	3/31/2016 ACTUAL	FY 2016/2017 TARGET
Acres of water bodies cleared	1,722	3,000	1,849	3,000
Number of catch basins maintained	271	772	315	772
Number of trees/palms trimmed	1,093	2,000	836	2,000

FUND 444 - STORMWATER (444-3502)

	FY 13/14 ACTUALS	FY 14/15 ACTUALS	FY 15/16 ADOPTED	FY 16/17 ADOPTED
REVENUES				
Intergovernment Revenues	$ -	$ 250,000	$ -	$ -
Service Revenues	6,214,993	6,440,263	6,625,150	6,970,000
Miscellaneous Revenues	34,863	61,428	45,000	57,900
Other Sources	-	-	903,580	-
TOTAL REVENUES	**$ 6,249,856**	**$ 6,751,691**	**$ 7,573,730**	**$ 7,027,900**
EXPENDITURES				
Personnel Services	$ 2,491,845	$ 2,485,160	$ 2,882,070	$ 2,165,740
Operating Expenses	1,383,791	1,496,987	2,085,330	1,682,730
Capital Outlay	392,196	3,165,227	2,387,490	734,450
Debt Service	118,831	118,831	118,840	118,840
Other Uses	236,891	302,165	100,000	2,326,140
TOTAL EXPENDITURES	**$ 4,623,554**	**$ 7,568,370**	**$ 7,573,730**	**$ 7,027,900**
NET RESULTS	**$ 1,626,302**	**$ (816,679)**	**$ -**	**$ -**

SIGNIFICANT CHANGES FROM FISCAL YEAR 2015/2016 ADOPTED BUDGET

REVENUES $ (545,830)

The negative variance is primarily attributed to an elimination in the transfer from Fund Balance to support operations.

PERSONNEL SERVICES $ (716,330)

The negative variance is primarily attributed to the transfer of personnel to the new Public Works Division, and the transfer of split funded positions in previous fiscal years.

OPERATING EXPENSES $ (402,600)

The negative variance is primarily attributed to reduced costs for canal & lake maintenance, electricity, and the transfer of operating costs to the new Public Works Division.

CAPITAL OUTLAY $ (1,653,040)

The negative variance is due to changes in capital needs from year to year. In FY 2017, the budget includes a mini excavator & trailer, a backhoe, and vehicle replacements.

OTHER USES $ 2,226,140

The positve variance is primarily attributed to the transfer to Fund Balance.

PERSONNEL COMPLEMENT

POSITION TITLE	FY 13/14 ACTUALS	FY 14/15 ACTUALS	FY 15/16 ADOPTED	FY 16/17 ADOPTED
Stormwater & Grounds Maint. Mgr.	1	1	1	1
Canal Maintenance Operator	2	2	2	2
Irrigation Technician	1	1	1	0
Jet Vac Operator	1	1	1	1
Maintenance Mechanic	1	0	0	0
Maintenance Worker I	5	7	7	5
Maintenance Worker I PT	0	0	0	2
Maintenance Worker II	4	4	4	3
Sprinkler Mechanic	6	6	6	5
Stormwater Pump Operator	1	1	1	1
Tree Specialist I	1	1	1	1
Work Control Clerk	0	0	0	1
TOTAL POSITIONS	**23**	**24**	**24**	**22**

FUND 444 - STORMWATER (444-3502)

		FY 13/14 ACTUALS	FY 14/15 ACTUALS	FY 15/16 ADOPTED	FY 16/17 ADOPTED
INTERGOVERNMENT REVENUES					
334.36-01	FL Environ Protection	$ -	$ 250,000	$ -	$ -
	TOTAL INTERGOVERNMENT REVENUES	**$ -**	**$ 250,000**	**$ -**	**$ -**
SERVICE REVENUES					
343.99-00	Other Physical Environ Rev	$ 6,214,993	$ 6,440,263	$ 6,625,150	$ 6,970,000
	TOTAL SERVICE REVENUES	**$ 6,214,993**	**$ 6,440,263**	**$ 6,625,150**	**$ 6,970,000**
MISCELLANEOUS REVENUES					
361.02-00	Super Now Accounts	$ 1,427	$ -	$ -	$ -
361.03-00	CD's & T-Bills	30,850	-	-	-
361.10-00	Interest & Dividends	10	-	-	-
361.10-01	Interest & Dividends	-	35,624	45,000	38,700
361.10-03	Investment Income	-	-	-	19,200
361.20-00	State Pool	2,125	-	-	-
361.30-00	Inc(Dec) Fair Value SBA	(1,287)	-	-	-
361.39-00	Inc(Dec) Fair Value Other	(307)	2,710	-	-
364.01-00	Cash Proceeds	-	9,226	-	-
364.02-00	Gain or Loss	-	24,000	-	-
369.99-00	Prior Yr Revenue/Expense	2,045	(10,132)	-	-
	TOTAL MISCELLANEOUS REVENUES	**$ 34,863**	**$ 61,428**	**$ 45,000**	**$ 57,900**
OTHER SOURCES					
389.90-10	From Fund Balance	$ -	$ -	$ 903,580	$ -
	TOTAL OTHER SOURCES	**$ -**	**$ -**	**$ 903,580**	**$ -**
	TOTAL REVENUES	**$ 6,249,856**	**$ 6,751,691**	**$ 7,573,730**	**$ 7,027,900**
PERSONNEL SERVICES					
12-01	Salaries	$ 1,277,264	$ 1,452,875	$ 1,609,730	$ 1,233,020
13-00	Salaries/Part-Time	-	-	-	29,620
14-01	Overtime/Time And A Half	5,408	5,390	5,000	5,500
14-02	Overtime/Straight Time	10,330	13,199	10,000	12,000
15-03	Leave Payout	207,566	40,638	-	-
15-04	Auto Allowance	361	-	-	-
21-01	SS & Medicare Matching	118,324	113,145	126,100	99,530
22-01	Pension-General	409,397	367,675	429,560	307,850
22-04	401A Contributions	-	6,065	5,570	2,270
23-01	Health	246,106	271,151	424,670	306,780
23-03	Life & Accident, Death, Dis	750	-	-	-
23-05	Long Term Care	-	2,418	2,130	2,600
23-06	Dental	-	794	750	410
23-07	Catastrophic/Intensive Care	-	1,416	1,260	630
24-00	Workers' Compensation	79,919	71,370	84,830	64,230
26-01	Other Post Employment Ben	-	-	57,190	57,190
26-02	Retiree Health OPEB	-	-	101,720	101,720
26-03	Retiree Health Ins Monthly	-	21,156	23,560	23,280
27-00	Other Post Employment Ben	50,389	57,188	-	-
28-00	Retiree Health Ins Subsidy	86,031	101,714	-	310
29-99	Capitalized Labor	-	(41,034)	-	(81,200)
	TOTAL PERSONNEL SERVICES	**$ 2,491,845**	**$ 2,485,160**	**$ 2,882,070**	**$ 2,165,740**
OPERATING EXPENSES					
31-11	Legal Services	$ 550	$ -	$ 2,000	$ -
31-30	Professional Services	1,621	4,884	410,000	-
31-41	Engineering Services	-	-	10,000	-

FUND 444 - STORMWATER (444-3502)

		FY 13/14 ACTUALS	FY 14/15 ACTUALS	FY 15/16 ADOPTED	FY 16/17 ADOPTED
34-20	Misc Contract Services	$ 13,875	$ 41,919	$ 16,500	$ 34,270
34-21	Grounds Maintenance	444,553	429,332	551,830	570,380
34-22	Tree Maintenance	42,845	48,306	52,500	-
34-24	Canal/Lake Maintenance	64,988	66,208	126,000	88,630
34-43	Painting	-	-	7,000	2,000
36-03	Retiree Health Insurance/POB	19,024	-	-	-
40-02	Local Mileage	10	-	-	130
40-04	Travel/In-County	-	7	150	150
40-05	Travel/Out Of County	-	-	1,450	3,150
40-06	Travel/Out Of State	-	-	1,700	-
41-01	Communications	7,305	1,395	600	1,970
43-01	Electricity	22,868	19,761	24,020	18,890
43-10	Water & Wastewater	28,044	9,294	9,110	10,360
43-15	Stormwater	2,798	-	-	-
43-54	Sanitation Charges	-	-	-	30,920
44-03	Lease Payments	35,100	-	-	-
44-05	Rental - Equipment	-	8,400	10,000	10,000
44-07	Per Print Cost	-	120	120	120
45-01	Liability	10,619	19,332	27,100	27,600
45-02	Property	8,607	8,034	9,100	8,700
45-04	Bond Insurance	30	79	100	100
45-05	Flood	3,406	4,941	5,500	6,800
45-06	Boiler & Machinery	98	92	200	200
45-08	Liab Underground Storage	745	733	1,000	1,000
46-10	Fleet Charges	23,736	189,690	74,530	72,440
46-13	Maint Communication Equip	-	1,086	1,900	2,090
46-14	Maint Grounds/Equipment	-	454	2,000	3,000
46-29	Maint Other Equipment	2,620	2,030	5,000	1,000
46-40	Maint Building	48	780	1,500	2,500
46-51	Maint Drainage Pumps	2,416	5,541	-	5,000
46-53	IT Charges	-	-	6,880	6,790
47-01	Printing & Binding	1,148	2,220	5,530	3,830
47-02	Photocopying Costs	199	-	-	-
49-08	Permits & Licenses	24,074	20,916	28,480	28,710
49-35	Fish Stock - Canals	-	5,000	5,000	5,000
49-90	Admin Chargeback-Gen Fund	387,165	394,910	474,470	483,960
49-91	Admin Chargeback-W&WW	127,260	129,800	132,400	135,050
49-99	Bad Debt Expense	7,465	6,374	-	-
51-01	Office Supplies	328	500	630	630
52-01	Gas & Oil	42,109	-	-	-
52-02	Chemicals	17,980	34,643	20,000	30,000
52-03	Uniforms	6,437	5,646	10,650	18,180
52-06	Non-Capital Equipment & Parts	4,085	9,483	12,000	24,760
52-10	Medical/Safety	-	-	-	5,000
52-13	Irrigation	17,130	12,494	16,500	16,500
52-14	Building Maintenance	30	1,426	1,000	2,000
52-17	Small Equipment	661	-	-	-
52-18	Grounds & Turf	-	-	-	3,000
52-47	Safety Equipment/Supplies	-	2,387	4,000	-
52-90	Other Supplies & Expenses	5,397	-	-	-
52-95	Other Materials & Supplies	-	2,090	6,000	4,000
53-01	Street Maintenance	1,310	2,868	3,000	5,500
54-01	Subs & Memberships	2,059	1,888	2,600	1,930
54-02	Tuition	3,048	-	-	-
55-01	Training Registration	-	1,924	5,280	6,490
	TOTAL OPERATING EXPENSES	**$ 1,383,791**	**$ 1,496,987**	**$ 2,085,330**	**$ 1,682,730**

FUND 444 - STORMWATER (444-3502)

		FY 13/14 ACTUALS	FY 14/15 ACTUALS	FY 15/16 ADOPTED	FY 16/17 ADOPTED
CAPITAL OUTLAY					
63-01	Improvements Not Bldg	$ -	$ 431	$ -	$ -
63-16	S/W Pump Station R&R	12,212	-	-	-
64-01	Machines & Equipment	80,704	384,297	152,500	120,250
64-03	Radio & Comm Equipment	378	-	-	-
64-05	Motor Vehicles	150,626	440,377	55,000	250,000
	TOTAL CAPITAL OUTLAY	**$ 243,920**	**$ 825,105**	**$ 207,500**	**$ 370,250**
DEBT SERVICE					
71-01	Loan GF	$ 96,837	$ 101,921	$ 107,280	$ 112,910
72-01	Loan GF	21,994	16,910	11,560	5,930
	TOTAL DEBT SERVICE	**$ 118,831**	**$ 118,831**	**$ 118,840**	**$ 118,840**
OTHER USES					
95-00	Depreciation	$ 236,891	$ 302,165	$ -	$ -
98-00	To Fund Balance	-	-	-	2,076,140
99-00	Contingency	-	-	100,000	250,000
	TOTAL OTHER USES	**$ 236,891**	**$ 302,165**	**$ 100,000**	**$ 2,326,140**
CAPITAL PROJECTS					
65-02	Design	$ 131,184	$ 164,407	$ 560,000	$ 8,000
65-05	Other Costs	-	59,823	95,000	25,000
65-10	Construction	17,092	2,115,892	1,524,990	331,200
	TOTAL CAPITAL PROJECTS	**$ 148,276**	**$ 2,340,122**	**$ 2,179,990**	**$ 364,200**
	TOTAL EXPENDITURES	**$ 4,623,554**	**$ 7,568,370**	**$ 7,573,730**	**$ 7,027,900**

PROGRAM MODIFICATION-SUPPLEMENTAL REQUEST

Adopt A Street Program

DEPT/ DIV NO.	DEPARTMENT NAME	DIVISION NAME	TOTAL COST
3502	UTILITIES	STORMWATER	$ 24,270

Justification

The City's Good and Green initiative is an umbrella initiative to promote resource conservation, a sustainable economy and stewardship. Members of our community have requested an Adopt a Street program which is a stewardship program. Staff has recommended participating in the Broward County Inter-Local Agreement (ILA) to efficiently provide an Adopt a Street program which will be managed by the County in coordination with the City of Sunrise. ILA cost is $20,265 (based on population size) and $4,000 additional is requested for promotional materials, participant recruitment and recognition, and additional supplies.

Required Resources

Personnel Costs

Number of Positions (A)	Title	Salary (B)	Fringe Benefits (C)	Cost A x (B+C)
			-	-
			-	-
			-	-
			Total Personnel Costs	$ -

Recurring Operating Costs

Account Number	Description	Cost
34-20	Misc Contract Services	20,270
52-95	Other Materials & Supplies	4,000
	Total Recurring Operating Costs	$ 24,270

One -Time Costs

Account Number	Description	Cost
	Total One-Time Costs	$ -

Benefits

Participating in the County's Keep Broward Beautiful Inter-Local Agreement is beneficial as it will provide streamlined program management for an Adopt a Street program, as well as other clean up and beautification activity opportunities (e.g. green ways, schools, etc.). This will provide a meaningful civic engagement program for our residents, organizations and businesses. Participation in the ILA will also connect Sunrise to the regional Keep Broward Beautiful network which includes corporate and other non-profit and philanthropic partners, and the national Keep American Beautiful program which will bring Sunrise a pathway to participation in America Recycles Day and other national initiatives.

PROGRAM MODIFICATION-SUPPLEMENTAL REQUEST

New Positions - Maintenance Worker I PT (2)

DEPT/ DIV NO.	DEPARTMENT NAME	DIVISION NAME	TOTAL COST
3502	UTILITIES	STORMWATER	$ 70,110

Justification

The Utilities Department, Stormwater and Grounds Division, routinely monitors the public rights-of-way within the City for collection of debris and litter. Additionally, the Division returns shopping carts to commercial properties that are left within the public rights-of-way.

Required Resources

Personnel Costs

Number of Positions (A)	Title	Salary (B)	Fringe Benefits (C)	Cost A x (B+C)
2	Maintenance Worker I PT	14,811	1,130	31,880
			-	-
			-	-
			Total Personnel Costs	$ 31,880

Recurring Operating Costs

Account Number	Description	Cost
52-03	Uniforms	1,350
46-13	Maint Communication Equip	120
	Total Recurring Operating Costs	$ 1,470

One -Time Costs

Account Number	Description	Cost
64-05	Motor Vehicles	35,000
52-06	Non-Capital Equipment	1,760
	Total One-Time Costs	$ 36,760

Benefits

With the addition of the two P/T Maintenance Worker I positions, the Division will be better able to keep the rights-of-way clean.

PROGRAM MODIFICATION-SUPPLEMENTAL REQUEST

Transfer - Stormwater Personnel to New Public Works Division

DEPT/ DIV NO.	DEPARTMENT NAME	DIVISION NAME	TOTAL COST
3502	UTILITIES	STORMWATER	$ (700,470)

Justification

In an effort to streamline the funding of core public works operations, it is important to create a Public Works Division within the Utilities Department. The new Public Works Division will have the responsibility for maintenance of public right-a-ways, litter removal, landscaping, irrigation, and other general city maintenance. In order to create the new Division, personnel and expenses are being transferred from other Funds. The new Division will be funded with General Fund dollars. The new Public Works Division will be a part of the Utilities Department and will report to the Utilities Management Team.

Required Resources

Personnel Costs

Number of Positions (A)	Title	Salary (B)	Fringe Benefits (C)	Cost A x (B+C)
	Various	(242,170)	(194,660)	(436,830)
			-	-
			-	-
			Total Personnel Costs	$ (436,830)

Recurring Operating Costs

Account Number	Description	Cost
34-21	Grounds Maintenance	(200,000)
34-22	Tree Maintenance	(63,000)
46-13	Maint Communication Equip	(60)
52-03	Uniforms	(580)
	Total Recurring Operating Costs	$ (263,640)

One -Time Costs

Account Number	Description	Cost
	Total One-Time Costs	$ -

Benefits

With the creation of the new Public Works Division within the Utilities Department, staff will be able to become more efficient with their operations. Furthermore, this new Division will consolidate the funding needed to manage the core public works operations.

CAPITAL OUTLAY REQUEST

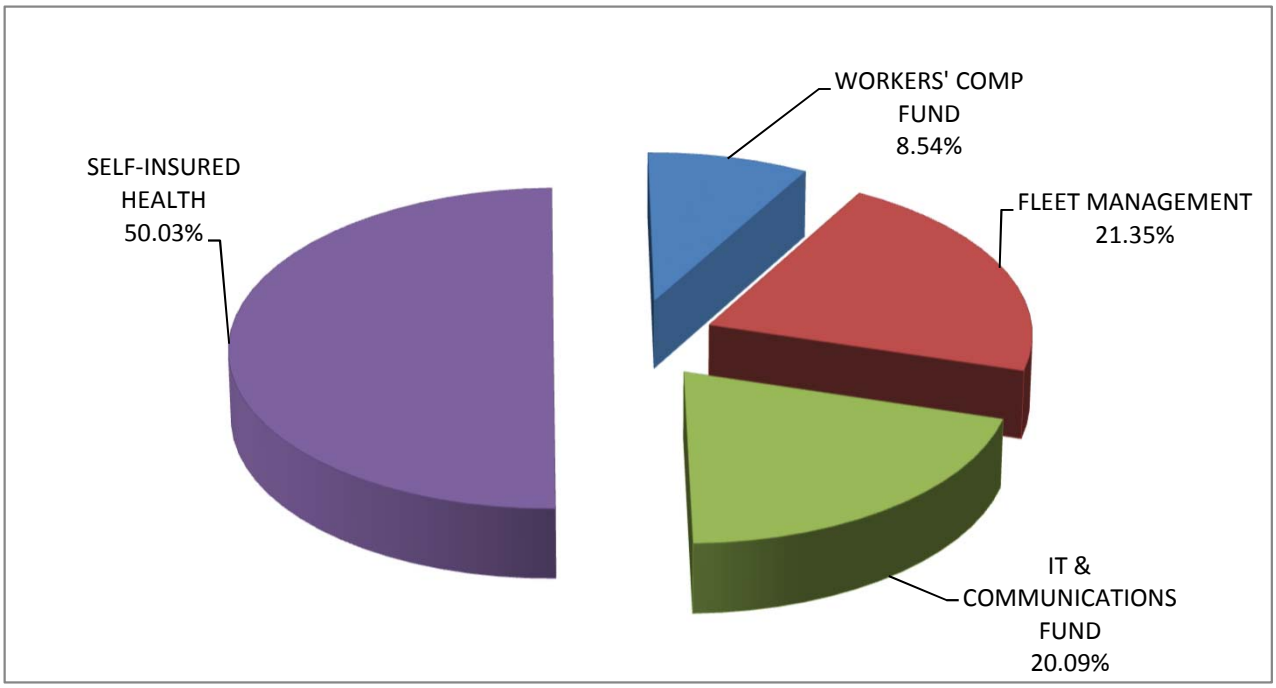
DEPT/ DIV NO.	DEPARTMENT NAME	DIVISION NAME	TOTAL COST
3502	UTILITIES	STORMWATER	$ 335,250

#	Acct. # (XX-XX)	Quantity	Item	Description and Justification	Unit Cost	Extended Cost
1	64-01	1	Mini-Excavator & Trailer	***NEW*** Operating needs due to the increased amount of irrigation main line breaks throughout City's ROW & Facilities. Equipment will also be used for maintenance of dry retention swales and tree planting.	34,150	34,150
2	64-01	1	Backhoe-Ford 555D	***REPLACEMENT*** Backhoe is 20 years old, its transmission gear box is exhibiting issues, multiple leaks, and has exceeded its expectancy of 12 years. Equipment needs to be replaced due to operating needs, and safety conditions. Equipment is listed on City's "First Push". A09383	86,100	86,100
3	64-05	2	Stormwater Vehicle Replace-ments	***REPLACEMENT*** One Bucket Truck and one Ford F-250 with Tool Box.		215,000
						-

INTERNAL SERVICE FUNDS SUMMARY
BY FUND

FUND	FY 2013/2014 ACTUAL	FY 2014/2015 ACTUAL	FY 2015/2016 ADOPTED	FY 2016/2017 ADOPTED	% TOTAL BUDGET
WORKERS' COMP FUND	2,229,518	2,121,769	2,316,470	2,409,300	8.54%
FLEET MANAGEMENT	2,876,096	6,474,107	6,606,150	6,024,810	21.35%
IT & COMMUNICATIONS FUND	2,002,098	7,641,204	5,333,060	5,669,400	20.09%
SELF-INSURED HEALTH	-	9,039,118	14,179,000	14,118,710	50.02%
TOTAL	**$ 7,107,712**	**$ 25,276,198**	**$ 28,434,680**	**$ 28,222,220**	**100.00%**

FY 2016/2017 - Internal Service Funds
$28,222,220



FUND 501 - WORKERS' COMPENSATION (0000-519)

PROGRAM/SERVICES DESCRIPTION

This fund is used to account for the City's self-insurance program for workers' compensation. This fund is supported by administrative services charges.

	FY 13/14 ACTUALS	FY 14/15 ACTUALS	FY 15/16 ADOPTED	FY 16/17 ADOPTED
REVENUES				
Service Revenues	$ 2,208,928	$ 2,082,500	$ 2,271,470	$ 2,362,200
Miscellaneous Revenues	20,590	39,269	45,000	47,100
TOTAL REVENUES	**$ 2,229,518**	**$ 2,121,769**	**$ 2,316,470**	**$ 2,409,300**
EXPENDITURES				
Personnel Services	$ 1,111,710	$ 2,018,016	$ -	$ -
Operating Expenses	63,800	64,000	2,306,470	2,399,300
Other Uses	-	-	10,000	10,000
TOTAL EXPENDITURES	**$ 1,175,510**	**$ 2,082,016**	**$ 2,316,470**	**$ 2,409,300**
NET RESULTS	**$ 1,054,008**	**$ 39,753**	**$ -**	**$ -**

SIGNIFICANT CHANGES FROM FISCAL YEAR 2015/2016 ADOPTED BUDGET

OPERATING EXPENSES	$ 92,830

The positive variance is primarily attributed to an increase in workers' compensation rates as of January 1, 2016.

FUND 501 - WORKERS' COMPENSATION (0000-519)

		FY 13/14 ACTUALS	FY 14/15 ACTUALS	FY 15/16 ADOPTED	FY 16/17 ADOPTED
SERVICE REVENUES					
341.20-01	Risk Management	$ 2,208,928	$ 2,082,500	$ 2,271,470	$ 2,362,200
	TOTAL SERVICE REVENUES	**$ 2,208,928**	**$ 2,082,500**	**$ 2,271,470**	**$ 2,362,200**
MISCELLANEOUS REVENUES					
361.02-00	Super Now Accounts	$ 457	$ -	$ -	$ -
361.03-00	CD'S & T-Bills	26,284	-	-	-
361.10-00	Interest & Dividends	5	-	-	-
361.10-01	Interest & Dividends	-	37,136	45,000	31,500
361.10-03	Investment Income	-	-	-	15,600
361.20-00	State Pool	1,115	-	-	-
361.30-00	Inc (Dec) Fair Value SBA	(7,079)	-	-	-
361.39-00	Inc (Dec) Fair Value Other	(192)	2,133	-	-
	TOTAL MISCELLANEOUS REVENUES	**$ 20,590**	**$ 39,269**	**$ 45,000**	**$ 47,100**
	TOTAL REVENUES	**$ 2,229,518**	**$ 2,121,769**	**$ 2,316,470**	**$ 2,409,300**
PERSONAL SERVICES					
24-00	Workers' Compensation	$ 773,312	$ 1,581,632	$ -	$ -
24-02	Excess Premium	292,599	387,092	-	-
24-03	State Assessment	45,799	49,292	-	-
	TOTAL PERSONNEL SERVICES	**$ 1,111,710**	**$ 2,018,016**	**$ -**	**$ -**
OPERATING EXPENSES					
31-30	Professional Services	$ 16,800	$ 17,000	$ 77,300	$ 72,200
31-35	Insurance Administrator	47,000	47,000	49,400	50,400
40-05	Travel/Out Of County	-	-	1,000	1,000
45-12	Workers' Comp Insurance	-	-	413,000	417,200
49-78	Workers' Comp Claims	-	-	1,765,270	1,858,000
54-01	Subs & Memberships	-	-	150	150
55-01	Training Registration	-	-	350	350
	TOTAL OPERATING EXPENSES	**$ 63,800**	**$ 64,000**	**$ 2,306,470**	**$ 2,399,300**
OTHER USES					
99-00	Contingency	$ -	$ -	$ 10,000	$ 10,000
	TOTAL OTHER USES	**$ -**	**$ -**	**$ 10,000**	**$ 10,000**
	TOTAL EXPENDITURES	**$ 1,175,510**	**$ 2,082,016**	**$ 2,316,470**	**$ 2,409,300**

FUND 502 - FLEET SERVICES (4350-519)

PROGRAM/SERVICES DESCRIPTION

The Fleet Services Section manages the City's garage operation and provides assistance in the purchasing, processing, and resale of all city owned vehicles and associated equipment. All vehicle accessories, equipment, and modifications are handled through Fleet Management Services. The City has a fleet of approximately 759 units. The City's fleet is maintained by a private contractor at a City owned facility. The Section is responsible for providing proficient and timely preventative maintenance and repairs, as needed, for all City owned vehicles and associated equipment in conjunction with the current contractor. The Section coordinates collision repairs on all city vehicles through the use of multiple vendors, collects and reviews vehicle Global Positioning System (GPS) tracking data and monitors fuel inventory and usage through a computerized fuel management system. The Section also works directly with the Risk Management Division to subrogate insurance claims for damages to City property.

FY 2015/2016 HIGHLIGHTS AND ACCOMPLISHMENTS

- Implemented a dynamic automotive technician training program to renew and preserve the 'BLUE ASE SEAL CERTIFICATION' for the City Garage.
- Worked directly with the Purchasing Division and identified new procurement contracts available for purchasing of vehicles and equipment for the City's diverse fleet inventory, resulting in cost savings.
- Worked directly with the onsite vehicle maintenance contractor to hire a new automotive technician to work on heavy duty vehicles and machinery, resulting in less downtime of vehicles and equipment.

FY 2016/2017 OBJECTIVES/GOALS

- In an ongoing effort to maximize the overall fuel efficiency of our fleet, we will work with automotive manufacturers to identify alternative fuel vehicles that may fit our operational needs.
- Implement a program to work directly with automotive parts suppliers and tool manufacturers to provide additional training on up-to-date technology and repair practices, to meet and exceed industry standards.
- In an effort to minimize major mechanical and machinery failures, we will continue to review and recommend appropriate enhancements to the preventative maintenance parameters.

PERFORMANCE MEASURES	FY 2014/2015 ACTUAL	FY 2015/2016 TARGET	3/31/2016 ACTUAL	FY 2016/2017 TARGET
Percentage of vehicles current in preventative maintenance schedule.	89%	90%	89%	91%
Vehicle preventive maintenance completed within 48 hours of vehicle drop-off.	72%	75%	73%	75%
City's property damage insurance claims submitted for subrogation within 90 days of date of loss.	68%	70%	71%	80%

FUND 502 - FLEET SERVICES (4350-519)

	FY 13/14 ACTUALS	FY 14/15 ACTUALS	FY 15/16 ADOPTED	FY 16/17 ADOPTED
REVENUES				
Service Revenues	$ 2,846,370	$ 6,352,290	$ 6,530,000	$ 5,475,910
Miscellaneous Revenues	29,726	121,817	38,500	48,900
Other Sources	-	-	37,650	500,000
TOTAL REVENUES	**$ 2,876,096**	**$ 6,474,107**	**$ 6,606,150**	**$ 6,024,810**
EXPENDITURES				
Personnel Services	$ 147,474	$ 157,220	$ 180,470	$ 210,350
Operating Expenses	74,935	3,101,461	3,890,620	3,783,830
Capital Outlay	7,608	2,507,483	2,535,060	2,030,630
Other Uses	2,000,000	-	-	-
TOTAL EXPENDITURES	**$ 2,230,017**	**$ 5,766,164**	**$ 6,606,150**	**$ 6,024,810**
NET RESULTS	**$ 646,079**	**$ 707,943**	**$ -**	**$ -**

SIGNIFICANT CHANGES FROM FISCAL YEAR 2015/2016 ADOPTED BUDGET

REVENUES $ (581,340)

The negative variance is primarily attributed to the reduction in service revenues transferred to support General Fund vehicle replacement.

PERSONNEL SERVICES $ 29,880

The positive variance is primarily attributed to cost of living and merit increases , annual increases in pension and insurance benefits, and the conversion of the Admin Assistant I from part-time to full-time.

OPERATING EXPENSES $ (106,790)

The negative variance is primarily attributed to reduction in gas and oil costs.

CAPITAL OUTLAY $ (504,430)

The negative variance is due to changes in capital needs from year to year. In FY 2017, the budget includes vehicle replacements for Police, Fire, Fuel & Roadway, Risk Management, City Manager, Community Development, Facilities Management & Operations, and Leisure Services and funding for an a/c refrigerant recovery machine and a diagnostic tool.

PERSONNEL COMPLEMENT

POSITION TITLE	FY 13/14 ACTUALS	FY 14/15 ACTUALS	FY 15/16 ADOPTED	FY 16/17 ADOPTED
Fleet Manager	1	1	1	1
Administrative Assistant I	0	0	0	1
Administrative Assistant I P/T	0	0	1	0
TOTAL POSITIONS	**1**	**1**	**2**	**2**

FUND 502 - FLEET SERVICES (4350-519)

		FY 13/14 ACTUALS	FY 14/15 ACTUALS	FY 15/16 ADOPTED	FY 16/17 ADOPTED
SERVICE REVENUES					
341.20-10	Fleet Services	$ -	$ 6,352,290	$ 6,530,000	$ 5,475,910
341.20-12	City Manager	12,000	-	-	-
341.20-19	Fuel & Roadway	123,662	-	-	-
341.20-31	Police	552,684	-	-	-
341.20-32	Fire	1,922,954	-	-	-
341.20-33	Planning & Development	35,417	-	-	-
341.20-34	Building	25,261	-	-	-
341.20-36	Leisure Services	126,692	-	-	-
341.20-37	Emergency Management	2,700	-	-	-
341.20-52	Code Enforcement	45,000	-	-	-
	TOTAL SERVICE REVENUES	**$ 2,846,370**	**$ 6,352,290**	**$ 6,530,000**	**$ 5,475,910**
MISCELLANEOUS REVENUES					
361.02-00	Super Now Accounts	$ 136	$ -	$ -	$ -
361.03-00	CD's & T-Bills	23,281	-	-	-
361.10-00	Interest & Dividends	1	-	-	-
361.10-01	Interest & Dividends	-	37,685	38,500	26,000
361.10-03	Investment Income	-	-	-	12,900
361.20-00	State Pool	237	-	-	-
361.30-00	Inc (Dec) Fair Value SBA	(8,860)	-	-	-
361.39-00	Inc (Dec) Fair Value Other	(118)	1,790	-	-
364.02-00	Gain or Loss	11,806	29,000	-	-
369.06-00	Insurance Receipts	-	51,004	-	10,000
369.99-99	Prior Yr Revenue/Expense	3,243	2,338	-	-
	TOTAL MISCELLANEOUS REVENUES	**$ 29,726**	**$ 121,817**	**$ 38,500**	**$ 48,900**
OTHER SOURCES					
389.90-10	From Fund Balance	$ -	$ -	$ 37,650	$ 500,000
	TOTAL OTHER SOURCES	**$ -**	**$ -**	**$ 37,650**	**$ 500,000**
	TOTAL REVENUES	**$ 2,876,096**	**$ 6,474,107**	**$ 6,606,150**	**$ 6,024,810**
PERSONAL SERVICES					
12-01	Salaries	$ 84,522	$ 97,273	$ 98,300	$ 132,590
13-00	Salaries/Part-Time	-	-	19,150	-
15-03	Leave Payout	12,987	2,961	-	-
21-01	SS & Medicare Matching	7,176	7,345	8,980	9,940
22-01	Pension-General	29,987	29,310	30,510	31,570
23-01	Health	12,607	14,574	17,720	30,400
24-00	Workers' Compensation	195	190	230	270
26-01	Other Post Employment Ben	-	1,712	1,720	1,720
26-02	Retiree Health OPEB	-	3,855	3,860	3,860
	TOTAL PERSONNEL SERVICES	**$ 147,474**	**$ 157,220**	**$ 180,470**	**$ 210,350**
OPERATING EXPENSES					
34-02	Records Retention	$ -	$ -	$ 500	$ 500
34-07	Software Support	-	-	-	12,830
34-20	Misc Contract Services	-	-	550	550
40-01	Travel & Per Diem	1,286	-	-	-
40-04	Travel/In-County	-	125	-	-

FUND 502 - FLEET SERVICES (4350-519)

		FY 13/14 ACTUALS	FY 14/15 ACTUALS	FY 15/16 ADOPTED	FY 16/17 ADOPTED
40-05	Travel/Out Of County	$ -	$ 1,310	$ 1,200	$ 1,400
41-01	Communications	13,127	477	600	-
41-06	Communication Equipment	-	-	350	-
43-01	Electricity	18,166	19,199	19,080	19,000
43-10	Water & Wastewater	11,016	11,106	11,570	12,590
43-15	Stormwater	7,742	8,003	7,910	8,630
44-06	Copiers	-	854	780	780
44-07	Per Print Cost	-	192	300	300
45-01	Liability	684	1,242	28,800	30,400
45-02	Property	14,566	13,778	15,500	14,800
45-04	Bond Insurance	-	-	100	100
45-05	Flood	2,032	2,722	3,000	3,800
45-06	Boiler & Machinery	166	159	200	200
45-08	Liab Underground Storage	745	733	1,000	1,000
46-10	Fleet Charges	-	1,749,489	-	-
46-13	Maint Communication Equip	-	-	450	-
46-29	Maint Other Equipment	-	31,306	-	15,000
46-53	IT Charges	-	-	-	7,530
46-90	Maint Auto Equipment	-	-	2,055,120	2,055,120
47-01	Printing & Binding	-	25	600	600
47-02	Photocopying Costs	1,087	-	-	-
49-08	Permits & Licenses	820	-	12,100	1,470
49-09	Registration Fees	-	43	-	-
51-01	Office Supplies	-	346	300	600
52-01	Gas & Oil	2,624	1,253,429	1,720,900	1,590,100
52-03	Uniforms	531	541	560	680
52-06	Non-Capital Equipment	-	-	-	2,950
52-08	Non-Capital Computer	-	-	3,400	2,000
52-09	Non-Capital Software	-	811	-	-
52-43	Small Hand Tools	-	4,426	5,000	-
52-90	Other Supplies & Expenses	193	-	-	-
54-01	Subs & Memberships	50	50	50	200
54-02	Tuition	100	-	-	-
55-01	Training Registration	-	1,095	700	700
	TOTAL OPERATING EXPENSES	**$ 74,935**	**$ 3,101,461**	**$ 3,890,620**	**$ 3,783,830**
CAPITAL OUTLAY					
62-03	Improvements	$ 547	$ -	$ -	$ -
63-01	Improvements Not Bldg	82	-	-	-
64-01	Machines & Equipment	3,539	3,379	-	17,700
64-02	Computer Equipment	3,440	-	6,500	-
64-05	Motor Vehicles	-	2,504,104	2,528,560	2,012,930
	TOTAL CAPITAL OUTLAY	**$ 7,608**	**$ 2,507,483**	**$ 2,535,060**	**$ 2,030,630**
OTHER USES					
91-02	To General Fund 001	$ 2,000,000	$ -	$ -	$ -
	TOTAL OTHER USES	**$ 2,000,000**	**$ -**	**$ -**	**$ -**
	TOTAL EXPENDITURES	**$ 2,230,017**	**$ 5,766,164**	**$ 6,606,150**	**$ 6,024,810**

PROGRAM MODIFICATION-SUPPLEMENTAL REQUEST

Conversion - Administrative Assistant I PT to FT

DEPT/ DIV NO.	DEPARTMENT NAME	DIVISION NAME	TOTAL COST
4350	UTILITIES	FLEET SERVICES	$ 28,840

Justification

A full-time Administrative Assistant I is necessary to assist the Fleet Manager in processing registrations of fleet inventory, subrogation claims, garage invoices, reports on global positioning systems on vehicles, tracking of fuel expenses, and a variety of administrative functions.

Required Resources

Personnel Costs

Number of Positions (A)	Title	Salary (B)	Fringe Benefits (C)	Cost A x (B+C)
(1)	Administrative Assistant I (PT)	21,780	1,670	**(23,450)**
1	Administrative Assistant I (FT)	33,515	18,770	**52,290**
			-	**-**
			Total Personnel Costs	**$ 28,840**

Recurring Operating Costs

Account Number	Description	Cost
	Total Recurring Operating Costs	**$ -**

One -Time Costs

Account Number	Description	Cost
	Total One-Time Costs	**$ -**

Benefits

Due to the increased work load and responsibilities that have been transferred to the Fleet Section in recent years there is a need for a full-time administrative assistant. With the increase in the amount of working hours, there is a potential to bring an increased amount of reimbursement dollars to the City through subrogation claims. These reimbursements are expected to cover, if not exceed, the costs associated with the modification of this position. This position would also run reports associated with fuel usage to allow the Fleet Manager and Internal Auditor to examine and evaluate usage of fuel by City vehicles.

CAPITAL OUTLAY REQUEST

DEPT/ DIV NO.	DEPARTMENT NAME	DIVISION NAME	TOTAL COST
4350	UTILITIES	FLEET SERVICES	$ 1,673,130

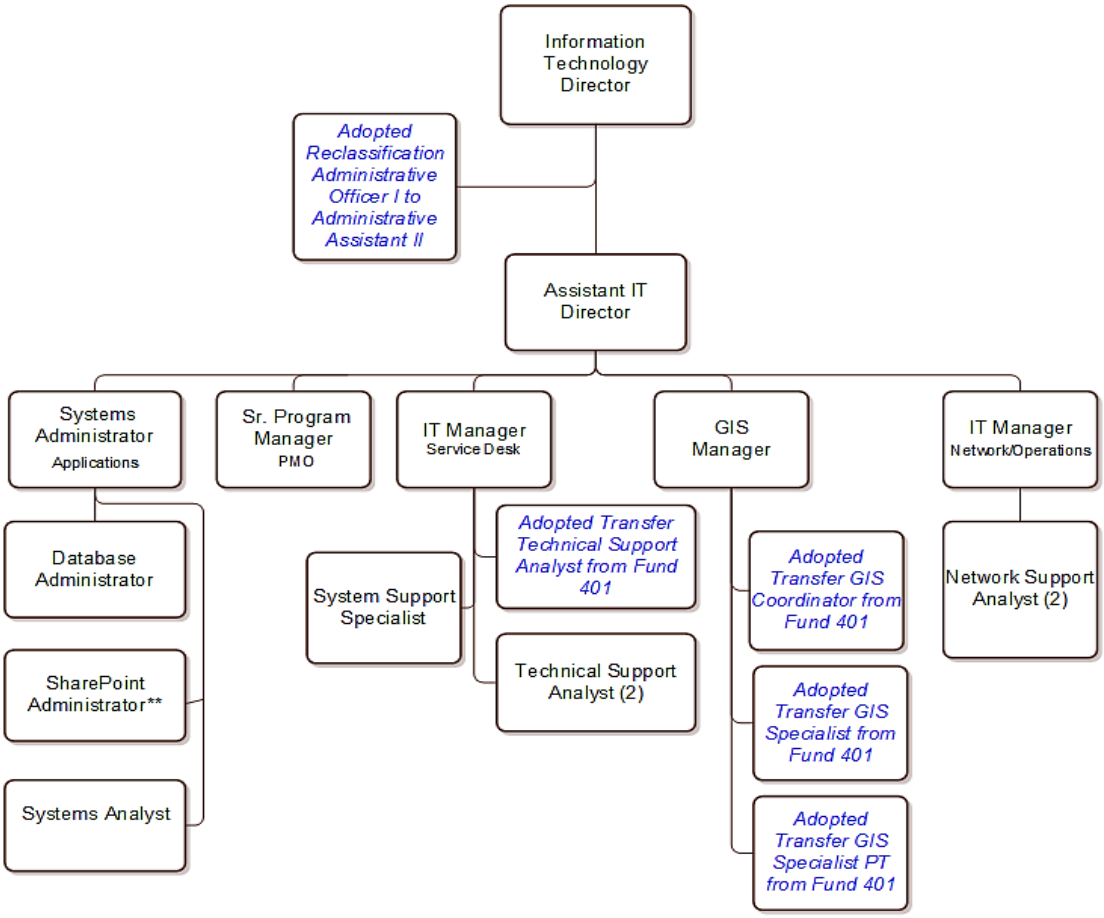
#	Acct. # (XX-XX)	Quantity	Item	Description and Justification	Unit Cost	Extended Cost
1	64-01	1	A/C Refrigerant Recovery Machine	***REPLACEMENT*** Vital part of daily Fleet Operations. Machine is needing constat repairs & calibrations. Used to evaluate and recharge automotive vehicle.	6,900	6,900
2	64-01	1	Verus Pro Diagnostic and Information System By Snap-on Tools	***REPLACEMENT*** Current diagnostic tool is no longer compatible with new vehicle diagnostics & technology. This tool would replace asset # A19327. Unit is 8 years old and past its life expectancy of 5-7 years.	10,800	10,800
3	64-05	22	Police Vehicle Replacements	***REPLACEMENT*** Includes 8 marked PPV Sedans, 3 marked PPV SUVs, 7 unmarked PPV Sedans, 1 K-9 SUV, 1 LT. SUV, and 2 PSA Ford Escapes.		795,430
4	64-05	2	Fuel & Roadway Vehicle Replacements	***REPLACEMENT*** Includes 1 dump truck, and 1 medium size truck for Field Operations.		200,000
5	64-05	2	Fire Rescue Apparatus and Staff Vehicle Replacements	***REPLACEMENT*** Includes 1 fire engine and 1 command staff vehicle.		660,000

CAPITAL OUTLAY REQUEST

DEPT/ DIV NO.	DEPARTMENT NAME	DIVISION NAME	TOTAL COST
4350	UTILITIES	FLEET SERVICES	$ 357,500

#	Acct. # (XX-XX)	Quantity	Item	Description and Justification	Unit Cost	Extended Cost
6	64-05	3	Leisure Services Vehicle Replacements	***REPLACEMENT*** Includes 2 vans, 1 truck for park operations.		175,000
7	64-05	1	Risk Management Vehicle Replacement	***REPLACEMENT*** 1 staff vehicle.		30,000
8	64-05	1	City Manager Office Vehicle Replacement	***REPLACEMENT*** 1 staff vehicle.		35,000
9	64-05	2	C.D./Planning Vehicle Replacements	***REPLACEMENT*** 2 staff vehicles.		70,000
10	64-05	1	Facilities Management & Operations Vehicle Replacement	***REPLACEMENT*** F-450 Flatbed		47,500

INFORMATION TECHNOLOGY



FUND 503 - IT & COMMUNICATIONS (1701-519)

PROGRAM/SERVICES DESCRIPTION

The Information Technology Department is made up of four areas of support: Service Desk, Network, Applications & Security, and Geographic Information Systems (GIS). The objectives of the department are to provide a secure and reliable technical environment city-wide by maintaining a technical environment that ensures security, privacy, accessibility, availability, and integrity of the City's hardware and data; provide continuous improvement in technology by collaborating with all departments and utilize business intelligence to increase effectiveness; increase efficiency in all business areas through the use of technology by implementing business applications that will enable staff to provide a high-level of responsiveness within their operations and to residents; and provide results-oriented technology in an open, accountable, and responsive manner by creating and maintaining a reputation of quality technology services and support among the City's internal and external customers.

FY 2015/2016 HIGHLIGHTS AND ACCOMPLISHMENTS

- Implemented SharePoint to revamp the intranet and serve as a centralized document management system. Rolled out CityConnect, the City's one-stop location for communication and information sharing.
- Upgraded primary data center virtual infrastructure and built a secondary data center for redundancy and disaster recovery to ensure business continuity and data protection for City operations.
- Kicked off the multi-year project to replace and build the City's new Enterprise Resource Planning (ERP) system, which will automate and integrate business processes and provide electronic services to the public.

FY 2016/2017 OBJECTIVES/GOALS

- Complete the implementation of Kronos to automate our scheduling and timekeeping processes to an electronic enterprise solution to streamline, eliminate paper timecards, and minimize compliance risk.
- Implement Citywide Financials (Phase 1) of new ERP system.
- Develop and deliver an Enterprise Geographic Information Systems (GIS) strategy to maximize the value of the services to the City and public.

PERFORMANCE MEASURES	FY 2014/2015 ACTUAL	FY 2015/2016 TARGET	3/31/2016 ACTUAL	FY 2016/2017 TARGET
Number of service requests received	4800	8100	4289	4500
Network system availability	95%	99%	99%	99%
E-mail availability	95%	99%	99%	99%
Internet availability	98%	99%	99%	99%

FUND 503 - IT & COMMUNICATIONS (1701-519)

	FY 13/14 ACTUALS	FY 14/15 ACTUALS	FY 15/16 ADOPTED	FY 16/17 ADOPTED
REVENUES				
Service Revenues	$ -	$ 2,900,590	$ 3,706,730	$ 5,641,900
Miscellaneous Revenues	2,098	29,074	15,000	27,500
Other Sources	2,000,000	4,711,540	1,611,330	-
TOTAL REVENUES	**$ 2,002,098**	**$ 7,641,204**	**$ 5,333,060**	**$ 5,669,400**
EXPENDITURES				
Personnel Services	$ 1,739,184	$ 2,007,078	$ 2,235,260	$ 2,694,920
Operating Expenses	1,285,930	1,860,718	2,122,400	2,425,980
Capital Outlay	493,842	860,603	475,400	48,500
Other Uses	-	-	500,000	500,000
TOTAL EXPENDITURES	**$ 3,518,956**	**$ 4,728,399**	**$ 5,333,060**	**$ 5,669,400**
NET RESULTS	**$ (1,516,858)**	**$ 2,912,805**	**$ -**	**$ -**

SIGNIFICANT CHANGES FROM FISCAL YEAR 2015/2016 ADOPTED BUDGET

REVENUES $ 336,340

The positive variance is primarily attributed to in an increase in service revenues.

PERSONNEL SERVICES $ 459,660

The positive variance is primarily attributed to the increased costs of the transfer of GIS personnel.

OPERATING EXPENSES $ 303,580

The positive variance is primarily attributed to increased costs for software support and the transfer of operating costs associated with the transfer of GIS personnel to the Information Technology Department.

CAPITAL OUTLAY $ (426,900)

The negative variance is due to changes in capital needs from year to year. In FY 2017, the budget includes a blade for the core network switch and tablets for ERP mobility.

PERSONNEL COMPLEMENT

POSITION TITLE	FY 13/14 ACTUALS	FY 14/15 ACTUALS	FY 15/16 ADOPTED	FY 16/17 ADOPTED
Information Technology Director	1	1	1	1
Asst Information Technology Dir.	1	1	1	1
IT Manager	2	2	2	2
Administrative Officer I	1	1	1	0
Administrative Assistant II	0	0	0	1
Database Administrator	1	1	1	1
Sr Operations Manager	1	0	0	0
Sr Program Manager	0	1	1	1
Systems Administrator	0	1	1	1
Network Support Analyst	2	2	2	2
Systems Support Specialist	1	1	1	1
GIS Manager	1	1	1	1
GIS Coordinator	0	0	0	1
GIS Specialist	0	0	0	1
GIS Specialist PT	0	0	0	1
Technical Support Analyst	0	2	2	3
Technical Support Specialist	3	0	0	0
SharePoint Administrator	0	0	1	1
Systems Analyst	1	1	1	1
TOTAL POSITIONS	**15**	**15**	**16**	**20**

FUND 503 - IT & COMMUNICATIONS (1701-519)

		FY 13/14 ACTUALS	FY 14/15 ACTUALS	FY 15/16 ADOPTED	FY 16/17 ADOPTED
SERVICE REVENUES					
341.20-05	IT Charges	$ -	$ 2,900,590	$ 3,706,730	$ 5,641,900
	TOTAL SERVICE REVENUES	**$ -**	**$ 2,900,590**	**$ 3,706,730**	**$ 5,641,900**
MISCELLANEOUS REVENUES					
361.02-00	Super Now Accounts	$ 690	$ -	$ -	$ -
361.10-00	Interest & Dividends	6	-	-	-
361.10-01	Interest & Dividends	-	11,838	15,000	18,400
361.10-03	Interest & Dividends	-	-	-	9,100
361.20-00	State Pool	1,402	-	-	-
361.99-99	Interest Summary	-	486	-	-
364.02-00	Gain or Loss	-	16,750	-	-
	TOTAL MISCELLANEOUS REVENUES	**$ 2,098**	**$ 29,074**	**$ 15,000**	**$ 27,500**
OTHER SOURCES					
381.01-00	General Fund 001	$ 2,000,000	$ 4,711,540	$ -	$ -
381.11-00	Building Fund 105	-	-	320,540	-
381.40-11	Water & Wastewater 401	-	-	783,300	-
381.71-10	Gas Operating 471	-	-	89,740	-
389.99-00	From Fund Balance	-	-	417,750	-
	TOTAL OTHER SOURCES	**$ 2,000,000**	**$ 4,711,540**	**$ 1,611,330**	**$ -**
	TOTAL REVENUES	**$ 2,002,098**	**$ 7,641,204**	**$ 5,333,060**	**$ 5,669,400**
PERSONAL SERVICES					
12-01	Salaries	$ 1,106,148	$ 1,156,442	$ 1,401,390	$ 1,630,300
13-00	Salaries/Part-Time	-	-	-	27,460
14-02	Overtime/Straight Time	266	34	-	-
15-03	Leave Payout	-	165,731	-	-
15-04	Auto Allowance	2,730	2,407	2,400	2,400
21-01	SS & Medicare Matching	94,423	100,362	107,380	124,530
22-01	Pension-General	390,724	346,005	406,180	515,340
22-04	401A Contributions	-	5,962	5,790	6,200
23-01	Health	141,683	134,453	215,900	292,150
23-05	Long Term Care	-	2,274	2,280	2,280
23-06	Dental	-	1,665	1,680	1,810
23-07	Catastrophic/Intensive Care	-	4,530	4,550	4,550
24-00	Workers' Compensation	3,210	2,510	3,000	3,190
26-01	Other Post Employment Ben	-	26,882	26,890	26,890
26-02	Retiree Health OPEB	-	57,821	57,820	57,820
	TOTAL PERSONNEL SERVICES	**$ 1,739,184**	**$ 2,007,078**	**$ 2,235,260**	**$ 2,694,920**
OPERATING EXPENSES					
31-30	Professional Services	$ 157,030	$ 147,072	$ 268,000	$ 241,000
34-04	Temporary Services	59,028	-	-	-
34-07	Software Support	751,700	693,046	763,630	1,065,410
34-20	Misc Contract Services	-	51,069	93,630	110,000
40-01	Travel & Per Diem	2,598	-	-	-
40-02	Local Mileage	384	22	250	100
40-04	Travel/In-County	-	-	250	260
40-05	Travel/Out Of County	-	723	1,200	1,500
40-06	Travel/Out of State	-	-	-	10,200
41-01	Communications	47,504	757,131	794,670	743,280
41-06	Communication Equipment	-	631	3,550	600

FUND 503 - IT & COMMUNICATIONS (1701-519)

		FY 13/14 ACTUALS	FY 14/15 ACTUALS	FY 15/16 ADOPTED	FY 16/17 ADOPTED
42-01	Postage	$ -	$ 344	$ 400	$ 400
43-01	Electricity	11,859	-	-	-
43-10	Water & Wastewater	4,081	-	-	-
43-15	Stormwater	690	-	-	-
44-06	Copiers	-	856	1,080	800
44-07	Per Print Cost	-	52	140	150
45-01	Liability	-	-	-	34,000
45-04	Bond Insurance	-	-	-	100
46-10	Fleet Charges	476	-	-	-
46-11	Maint Office Equipment	-	-	1,200	600
46-13	Maint Communication Equip	-	-	1,000	-
46-16	Maint Computer Equipment	184,980	101,264	105,000	127,420
47-01	Printing & Binding	36	11	500	800
47-02	Photocopying Costs	903	-	-	-
51-01	Office Supplies	2,777	3,074	3,000	3,000
52-01	Gas & Oil	450	-	-	-
52-03	Uniforms	-	900	-	-
52-08	Non-Capital Computer	-	61,335	53,000	45,000
52-90	Other Supplies & Expenses	55,765	-	-	-
52-95	Other Materials & Supplies	-	300	600	600
54-01	Subs & Memberships	2,974	8,285	250	910
54-02	Tuition	2,695	-	-	-
55-01	Training Registration	-	34,603	31,050	39,850
	TOTAL OPERATING EXPENSES	**$ 1,285,930**	**$ 1,860,718**	**$ 2,122,400**	**$ 2,425,980**
CAPITAL OUTLAY					
64-02	Computer Equipment	$ 493,842	$ 860,603	$ 452,400	$ 48,500
64-05	Motor Vehicles	-	-	23,000	-
	TOTAL CAPITAL OUTLAY	**$ 493,842**	**$ 860,603**	**$ 475,400**	**$ 48,500**
OTHER USES					
98-00	To Fund Balance	$ -	$ -	$ -	$ 300,000
99-00	Contingency	-	-	500,000	200,000
	TOTAL OTHER USES	**$ -**	**$ -**	**$ 500,000**	**$ 500,000**
	TOTAL EXPENDITURES	**$ 3,518,956**	**$ 4,728,399**	**$ 5,333,060**	**$ 5,669,400**

* FY 2014 actuals were included in the General Fund.

PROGRAM MODIFICATION-SUPPLEMENTAL REQUEST

Reclassification - Administrative Officer I to Administrative Asst II

DEPT/ DIV NO.	DEPARTMENT NAME	DIVISION NAME	TOTAL COST
1701	INFORMATION TECHNOLOGY		$ (25,050)

Justification

The current I.T. Administrative Officer position (4202) is being underfilled to a technical I.T. Administrative Assistant II (2106) to better match the needs of the department.

Required Resources

Personnel Costs

Number of Positions (A)	Title	Salary (B)	Fringe Benefits (C)	Cost A x (B+C)
(1)	Administrative Officer I	53,054	29,710	**(82,760)**
1	Administrative Assistant II	36,994	20,720	**57,710**
			-	-
			Total Personnel Costs	**$ (25,050)**

Recurring Operating Costs

Account Number	Description	Cost
	Total Recurring Operating Costs	**$ -**

One -Time Costs

Account Number	Description	Cost
	Total One-Time Costs	**$ -**

Benefits

There are no additional costs with this adjustment, however, will provide department with necessary staffing to coordinate essential office assignments.

PROGRAM MODIFICATION-SUPPLEMENTAL REQUEST

Transfer - GIS Personnel from Water/Wastewater Fund 401

DEPT/ DIV NO.	DEPARTMENT NAME	DIVISION NAME	TOTAL COST
1701	INFORMATION TECHNOLOGY		$ 416,670

Justification

The Geographic Information Systems (GIS) comprehensive strategy and work plan supports a city-wide need. The functions of the current positions are not changing however, for appropriate allocation and funding purposes, it is recommended that the funding for these positions be transferred to the IT and Communications Fund and allocated appropriately to all City Departments and Funds that benefit from GIS services. In addition, the Technical Support Analyst position also supports a city-wide need and is also recommended to be funded from the I.T. Fund and charged back to all departments.

Required Resources

Personnel Costs

Number of Positions (A)	Title	Salary (B)	Fringe Benefits (C)	Cost A x (B+C)
1	GIS Coordinator	76,839	43,030	**119,870**
1	GIS Specialist	68,585	38,410	**107,000**
1	Technical Support Analyst	63,065	35,320	**98,390**
1	GIS Specialist PT	49,754	3,810	**53,560**
			Total Personnel Costs	**$ 378,820**

Recurring Operating Costs

Account Number	Description	Cost
34-07	Software Support	**30,000**
47-01	Printing & Binding	**500**
54-01	Subs & Memberships	**350**
55-01	Training Registrations	**7,000**
	Total Recurring Operating Costs	**$ 37,850**

One -Time Costs

Account Number	Description	Cost
	Total One-Time Costs	**$ -**

Benefits

The value of the City's GIS function has grown. Managed by I.T. and led by an overall strategic vision to enhance and supportservices, a shift to build GIS into an enterprise-wide system is capitalizing on the benefit across all operations. With the new ERP system, I.T. is also expanding its GIS system to reach potential in areas such as environmental, land use, economic development, emergency management, disaster assessment, social and human services, performance management and public information access. This transfer will provide for better allocation and budgeting for the costs of services city-wide.

PROGRAM MODIFICATION-SUPPLEMENTAL REQUEST

ERP Implementation Professional Services

DEPT/ DIV NO.	DEPARTMENT NAME	DIVISION NAME	TOTAL COST
1701	INFORMATION TECHNOLOGY		$ 75,000

Justification

The Enterprise Resource Planning (ERP) project will require additional assistance (at competitive market consulting rates estimated at $50 $65/hr) in the implementation process to include work in assessing, designing, building, testing, validating, and deploying components. Additional professional services will cover multiple departments' needs throughout the project to assist with keeping up with daily operations as well as preventing project delays. These resources will report to the I.T. Department for work direction.

Required Resources

Personnel Costs

Number of Positions (A)	Title	Salary (B)	Fringe Benefits (C)	Cost A x (B+C)
			-	-
			-	-
			-	-
			Total Personnel Costs	$ -

Recurring Operating Costs

Account Number	Description	Cost
	Total Recurring Operating Costs	$ -

One -Time Costs

Account Number	Description	Cost
31-30	Professional Services	75,000
	Total One-Time Costs	$ 75,000

Benefits

This assistance will cover additional resources as needed Citywide in the ERP implementation project.

PROGRAM MODIFICATION-SUPPLEMENTAL REQUEST

GIS Implementation Support Services

DEPT/ DIV NO.	DEPARTMENT NAME	DIVISION NAME	TOTAL COST
1701	INFORMATION TECHNOLOGY		$ 15,000

Justification

The GIS virtualization project requires Implementation Support Services to ensure proper installation and full optimization of the system. The Environmental Systems Research Institute (ESRI) will plan and provide professional installation and configuration services as well as develop templates and data migration assistance to get this done.

Required Resources

Personnel Costs

Number of Positions (A)	Title	Salary (B)	Fringe Benefits (C)	Cost A x (B+C)
			-	-
			-	-
			-	-
			Total Personnel Costs	**$ -**

Recurring Operating Costs

Account Number	Description	Cost
	Total Recurring Operating Costs	**$ -**

One -Time Costs

Account Number	Description	Cost
31-30	Professional Services	15,000
	Total One-Time Costs	**$ 15,000**

Benefits

The benefit of this project is to reduce hardware and recurring costs by virtualizing our entire GIS environment (10 servers) for current needs and growth with the new Energov system planned for FY17. ESRI is the industry leader for the ArcGIS solution that is currently operating in the City. Their expert team will work with our GIS and Network teams to complete this upgrade/migration.

PROGRAM MODIFICATION-SUPPLEMENTAL REQUEST

ERP Training

DEPT/ DIV NO.	DEPARTMENT NAME	DIVISION NAME	TOTAL COST
1701	INFORMATION TECHNOLOGY		$ 6,000

Justification

Proficiency and utilization of the new ERP (Tyler Technologies) is the best way to achieve a return on our investment. The technology vendor hosts an annual in-depth training conference with dozens of classes and presentations for local government staff to attend to learn about current and new modules, gain knowledge from experts, and collaborate with other organizations. It is strongly recommended that the City send at least two members of the I.T. department to this "Tyler Connect" event each year.

Required Resources

Personnel Costs

Number of Positions (A)	Title	Salary (B)	Fringe Benefits (C)	Cost A x (B+C)
			-	-
			-	-
			-	-
			Total Personnel Costs	$ -

Recurring Operating Costs

Account Number	Description	Cost
40-06	Travel/Out Of State	4,200
55-01	Training Registrations	1,800
	Total Recurring Operating Costs	$ 6,000

One -Time Costs

Account Number	Description	Cost
	Total One-Time Costs	$ -

Benefits

The benefit of this training is the exposure, practice, and application of skills and product knowledge for the technology team to use in supporting and understanding the functionality of the ERP system, and then be able to bring back that information for the value of others at the City.

CAPITAL OUTLAY REQUEST

DEPT/ DIV NO.	DEPARTMENT NAME	DIVISION NAME	TOTAL COST
1701	INFORMATION TECHNOLOGY		$ 48,500

#	Acct. # (XX-XX)	Quantity	Item	Description and Justification	Unit Cost	Extended Cost
1	64-02	1	Blade for Core Network Switch	***NEW*** With the expansion of the City's Network, the main core network switch is maxed out on ports. This blade will add more ports for any additional equipment (new sites, etc.).	35,000	35,000
2	62-02	10	Tablets for ERP Mobility	***NEW*** As planned, we will need new tablets/devices for implementation & field workers to use the new ERP system for efficiency and productivity (Building). Includes rugged cases for protection.	1,350	13,500
						-
						-
						-

FUND 505 - SELF INSURED HEALTH

PROGRAM/SERVICES DESCRIPTION

This fund is used to account for the City's self-insurance health program. This fund is supported by administrative services charges to city departments.

	FY 13/14 ACTUALS	FY 14/15 ACTUALS	FY 15/16 ADOPTED	FY 16/17 ADOPTED
REVENUES				
Service Revenues	$ -	$ 8,930,204	$ 14,171,000	$ 14,108,710
Miscellaneous Revenues	-	108,914	8,000	10,000
TOTAL REVENUES	**$ -**	**$ 9,039,118**	**$ 14,179,000**	**$ 14,118,710**
EXPENDITURES				
Operating Expenses	$ -	$ 7,918,079	$ 14,179,000	$ 14,118,710
TOTAL EXPENDITURES	**$ -**	**$ 7,918,079**	**$ 14,179,000**	**$ 14,118,710**
NET RESULTS	**$ -**	**$ 1,121,039**	**$ -**	**$ -**

SIGNIFICANT CHANGES FROM FISCAL YEAR 2015/2016 ADOPTED BUDGET

OPERATING EXPENSES	$ (60,290)

The negative variance is primarily attributed to the updated projected health insurance collections.

FUND 505 - SELF INSURED HEALTH

		FY 13/14 ACTUALS	FY 14/15 ACTUALS	FY 15/16 ADOPTED	FY 16/17 ADOPTED
SERVICE REVENUES					
341.20-55	Health Insurance Charges	$ -	$ 8,930,204	$ 14,171,000	$ 14,108,710
	TOTAL SERVICE REVENUES	**$ -**	**$ 8,930,204**	**$ 14,171,000**	**$ 14,108,710**
MISCELLANEOUS REVENUES					
361.10-00	Interest & Dividends	$ -	$ 395	$ -	$ -
361.10-01	Interest & Dividends	-	2,364	8,000	6,700
361.10-03	Investment Income	-	-	-	3,300
361.39-00	Inc(Dec) Fair Value Other	-	100	-	-
369.06-05	Reinsurance Reimbursement	-	106,055	-	-
	TOTAL MISCELLANEOUS REVENUES	**$ -**	**$ 108,914**	**$ 8,000**	**$ 10,000**
	TOTAL REVENUES	**$ -**	**$ 9,039,118**	**$ 14,179,000**	**$ 14,118,710**
OPERATING EXPENSES					
31-30	Professional Services	$ -	$ 46,610	$ 116,000	$ 74,000
34-20	Misc Contract Services	-	-	22,500	25,000
49-50	Administrative Costs	-	312,854	623,000	440,000
49-85	Affordable Care Act Cost	-	-	99,000	70,000
49-86	Stop/Loss Premiums	-	708,755	1,103,500	1,080,000
49-87	Medical Claims	-	6,849,860	12,215,000	12,429,710
	TOTAL OPERATING EXPENSES	**$ -**	**$ 7,918,079**	**$ 14,179,000**	**$ 14,118,710**
	TOTAL EXPENDITURES	**$ -**	**$ 7,918,079**	**$ 14,179,000**	**$ 14,118,710**

* New Fund 505 created in FY2014/2015

CITY OF SUNRISE
FLORIDA

CAPITAL IMPROVEMENT PROGRAM

INTRODUCTION

The Capital Improvement Program (CIP) concentrates on the development of a long-range framework in which physical projects may be planned while, at the same time, implementing projects within the City's financial capabilities. The comprehensive program is prepared for the ensuing five years and is based upon the requirements of the community for all types of public improvements.

PURPOSE

The primary purpose of the Capital Improvement Program includes: the development of a long-range framework in which physical projects are planned, evaluated, and presented in an order sequence; the coordination of the capital-related projects of City departments to ensure equitable distributions of projects with regard to the needs of the community, the timing of related projects, and the fiscal ability of the City to undertake the projects; the assistance of City staff and City Commission members in the determination of project requests and funding with regard to short and long-range plans; and the provision of information regarding planned capital projects to the residents of the City of Sunrise.

DEFINITIONS

Capital Improvement: Any major expenditure for physical development, which generally falls into one of the following categories: Land and non-structural improvements; New structures; Major repairs; Major equipment.

Capital Improvement Project: Any major non-recurring expenditure for physical facilities of government such as costs for acquisition of land or interests in land; construction of buildings or other structures including additions or major alterations; construction of streets or utility lines; fixed equipment; and landscaping and similar expenditures including associated planning and design work related directly to an individual project. A Capital Improvement Project generally exceeds $25,000, takes more than a year to complete, and has a useful life of five (5) years or more.

Capital Improvement Budget: A list of projects, together with cost amounts and sources of funds for the coming fiscal year, regarded as the first year of the Capital Improvement Program. The Capital Improvement Program may be included as a part of the City operating budget.

METHODOLOGY

Projects included in the Capital Improvement Program were derived from needs identified by City staff. Departments submitted projects that encompassed both the improvement of the City's physical development, as well as the improvement of the particular programs and services that they provide to the public. Each department estimated project costs, assigned a project manager, and determined the priority level, identified the sources of possible funding across the five fiscal years, gave an explanation and justification of the project, identified costs which would extend beyond the five years, and identified any annual impact on the operating budget. After initial compilation, the Utilities Department, the Finance & Administrative Services Department, and the City Manager assessed and ranked the projects by priority for City Commission's consideration. After the City Commission's review and approval, funded projects would be implemented.

NEED FOR CAPITAL PROJECTS

In recent years a vast array of new Federal and State regulations, primarily in areas of environmental quality, have imposed tremendous costs upon local units of government for Capital Improvements in order to comply.

CAPITAL IMPROVEMENT PROGRAM

Although some programs are combined with financial aid to encourage and assist cities in compliance, the local share of costs often runs into the millions of dollars. Once built, facilities must be maintained and operated, imposing tremendous ongoing costs for labor and materials. The ability to absorb future operating costs is as important in planning a Capital Improvement Program as the ability to finance the actual construction. Rapidly changing technology often contributes to capital projects planning. Modernization of facilities and equipment, while costly, can often help reduce maintenance and operating costs significantly over the long run. There is a constant need to rebuild and or replace facilities, which have begun to deteriorate due to age. This is particularly true with streets and bridges. The impact of the various factors, which contribute to generating Capital Improvements, highlight the need for sound fiscal planning in the preparation of Sunrise's Capital Improvement Program. The future development, growth and general well-being of our citizens is directly related to an affordable and realistic Capital Improvement Program.

FUNDING OF CAPITAL PROJECTS

The success of the Capital Improvement Program depends on the close coordination of the physical plan with a financial plan. Projects may be financed through regular operating funds such as the General Fund, which frequently are insufficient for very large Capital Improvement Projects and which must compete with recurring operating requirements. The financial plan may require in-depth research in determining alternative means within a desired timetable to finance Capital Improvements. The City can borrow money through the sale of bonds. Bonds sold by the City fall into two categories: General Obligation Bonds and Revenue Bonds. A property tax levy is used to pay for General Obligation Bonds, which requires voter approval. Revenue Bonds are paid for by pledging a specific revenue stream for the repayment of debt. It has become practical to pay for some very large Capital Improvements on a pay-as-you-go basis with the popularity of various lease-purchase options. Federal and State Aid Programs also plan an important role in Capital Improvement planning. Federal and State Grant Programs aid in the ability to plan for and finance projects.

The administrative ability to seek and utilize the best possible source, or combination of sources, from the various alternatives for financing capital improvements can maximize the City's Capital Improvement Program, saving the cost of inefficiencies that can occur from not adequately addressing infrastructure needs. The individual funds used to account for the City's Capital Improvement Programs are listed below.

Governmental Funds are the funds through which most governmental functions typically are funded. These funds are generally used to account for tax-supported activities:

FUND 001--GENERAL FUND

The General Fund of a government unit serves as the primary reporting vehicle for current government operations. The General Fund, by definition, accounts for all current financial resources not required by law or administrative action to be accounted for in another fund. The major sources of revenue for the General Fund include: ad valorem taxes, franchise taxes, utility taxes and user fee charges.

FUND 191--FUEL & ROADWAY FUND

The City's Fuel & Roadway Fund is funded primarily by fuel taxes. Allowable uses of these fuel taxes are restricted and this fund has been established to account for the various transportation-related activities that are allowable under the established guidelines for use.

CAPITAL IMPROVEMENT PROGRAM

FUND 309--SPECIAL TAXING DISTRICT I CAPITAL PROJECTS FUND
This fund has been established to account for the construction of a parking garage and additional public works improvements for the district.

FUND 325--CAPITAL IMPROVEMENTS FUND
This fund has been established to account for the various general government capital improvement projects for general government operations and funded primarily by the General Fund. Examples include facilities and improvements for Police, Fire Rescue, Leisure Services, and other general government improvements.

Enterprise Funds account for the operations that are financed and operated in a manner similar to private business enterprises. These are used to report activity for which a fee is charged to external users for goods or services:

FUND 401--WATER AND WASTEWATER FUND
This fund has been established to account for the regular operating expenses of the City's Water & Wastewater Utility, and the necessary infrastructure improvements and expansions to the system. Proceeds from these funds are primarily from charges for service from the City's utility customers, which include customers from the City of Sunrise and customers residing in the neighboring cities of Davie, Weston, and Southwest Ranches.

FUND 402--UTILITIES RENEWAL & REPLACEMENT FUND
This fund provides funding for the bond-required minimum of 5% of operating revenues to be used for system wide renewal and replacement of existing system infrastructure.

FUND 408--SERIES 2010 CONSTRUCTION FUND
This fund provides funding for various capital improvement projects identified at the time that the bonds were issued. The City has the flexibility to utilize remaining funding on other eligible projects.

FUND 444--STORMWATER MANAGEMENT FUND
This fund provides funding for the necessary programs and capital improvement required for compliance with the National Pollutant Discharge Elimination System (NPDES) Permit. The fund provides for the maintenance and construction of the City's stormwater control activities and infrastructure.

FUND 471--GAS OPERATING AND MAINTENANCE FUND
This fund accounts for the daily operations of Gas utilities. The Gas function provides for the safe and efficient management of the City's Natural Gas Operations, assuring a continuous supply of clean energy, and servicing of gas equipment and appliances for residential and commercial customers.

FUND 472--GAS RENEWAL AND REPLACEMENT (R&R) FUND
This fund is used to account for repairs and maintenance to the City's gas utility systems as well as the replacement and enhancement of existing equipment, and other capital items related to the system.

CAPITAL IMPROVEMENT PROGRAM

FUND 502--FLEET MANAGEMENT FUND

This fund is used to account for the operations of Fleet Services and the repairs and replacements of vehicle and equipment.

FUND 503--INFORMATION TECHNOLOGY (IT) AND COMMUNICATIONS FUND

This fund is used to account for the acquisition of technology and communications related equipment and the operation of Information Technology.

The following Funding Source codes apply to the Five Year Capital Improvement Program:

BC	Broward County	GR	Grants
BP	Bond Proceeds	PC	Police Confiscation
CF	Connection Fees	R&R	Renewal & Replacement
CI	Contributions - Private Developers	SR	System Reserve
FR	Fuel & Roadway Fund	SW	Stormwater Reserve
GC	Gas Charges	WWS	Water/Wastewater Charges
GF	General Fund		

FY 2017-2021 Adopted Capital Improvement Program: Five Year Summary by Fund

	Funding Sources	Project #	PTD Budget	FY 2017 Budget	FY 2018 Budget	FY 2019 Budget	FY 2020 Budget	FY 2021 Budget	Five Year Total	FY 2017 Operating Impact
FUEL & ROADWAY FUND 191										
Revenues										
Fuel & Roadway Fund Revenues				400,000	200,000	200,000	200,000	200,000	1,200,000	
Total Revenues				**400,000**	**200,000**	**200,000**	**200,000**	**200,000**	**1,200,000**	
Appropriations										
City Wide Street Lighting Program	FR	3587	193,929	200,000	200,000	200,000	200,000	200,000	1,000,000	-
Median Safety Barrier Program	FR	3588	200,000	200,000	-	-	-	-	200,000	-
Total Appropriations			**393,929**	**400,000**	**200,000**	**200,000**	**200,000**	**200,000**	**1,200,000**	**0**
SPEC TAX DISTRICT #1 SER 03 BOND FUND 309										
Revenues										
Reappropriated Fund Balance				-	-	-	-	-	-	
Total Revenues				**0**	**0**	**0**	**0**	**0**	**0**	
Appropriations										
Flamingo Road Powerline Relocation	BP	6485	1,480,000	-	-	-	-	-	-	-
Total Appropriations			**1,480,000**	**0**	**0**	**0**	**0**	**0**	**0**	**0**
CAPITAL IMPROVEMENTS FUND 325										
Revenues										
Reappropriated Fund Balance:										
Committed (IKEA Contribution - proj 6450)				-	500,000	-	-	-	500,000	
Committed (Rick Case Kia Contrib - proj 6450)				-	100,000	-	-	-	100,000	
From Fund Balance				3,517,310	1,759,333	1,250,750			6,527,393	
Florida Dept of Trans Grant (6482, TBD-Sunset Strip Bicycle Ln)				-	280,967	-	-	-	280,967	
Interest Income				121,300	-	-	-	-	121,300	
Future Bond Proceeds (6207)				-	43,500,000	2,225,000	-	-	45,725,000	
Miscellaneous Revenues				28,800					28,800	
Total Revenues				**3,667,410**	**46,140,300**	**3,475,750**	**0**	**0**	**53,283,460**	
Appropriations										
Municipal Campus Expansion	WWS/SW/ GC/GF/BP	6207	16,509,426	-	43,500,000	2,225,000	-	-	45,725,000	-
Entry Signs	GF	6274	657,617	-	-	-	-	-	-	-
Hiatus Road Wall	BC/GF	6287	663,868	-	-	-	-	-	-	-
PW/Garage/Leisure Svcs Storage Facility	GF	6290	10,510,113	-	-	-	-	-	-	-
Open/Green Space Improvements (New Parks)	GF	6407	11,385,866	-	-	-	-	-	-	246,375
Sunrise Blvd & NW 136 Ave Streetscape Improvements	GF/CI	6450	-	-	1,360,000	-	-	-	1,360,000	-
Sunrise Lakes Phase 1 Park	GF	6453	1,266,159	-	-	-	-	-	-	7,500
Traffic Calming	GF	6463	310,668	-	-	-	-	-	-	-
Sunblest Sound Wall	BC/GF	6472	437,220	-	-	-	-	-	-	-
NW 44 Street Bike Lane	GR/GF	6473	2,888,445	-	-	-	-	-	-	-
W Sunrise Transit Oriented Design Infr Improv	GF	6474	261,068	-	-	-	-	-	-	-
25.5 Wetlands Remediation	GF	6475	485,738	450,000	-	-	-	-	450,000	3,500
Public Safety Bldg Community Room Expansion	GF/PC	6477	1,033,895	-	-	-	-	-	-	-
Shotgun Road Linear Park Improvements	GR/GF	6479	1,056,531	-	-	-	-	-	-	-

FY 2017-2021 Adopted Capital Improvement Program: Five Year Summary by Fund

	Funding Sources	Project #	PTD Budget	FY 2017 Budget	FY 2018 Budget	FY 2019 Budget	FY 2020 Budget	FY 2021 Budget	Five Year Total	FY 2017 Operating Impact
Commercial Blvd. Landscape & Irrigation Improvements	GF	6480	43,000	510,000	-	-	-	-	510,000	-
NW 64 Avenue Complete Street	GR/GF	6482	421,035	2,214,000	-	-	-	-	2,214,000	-
Welleby Pool Deck Replacement	GF	6483	271,739	-	-	-	-	-	-	-
PSB Emergency Generator Exhaust Modification	GF	6484	230,423	-	-	-	-	-	-	-
Hiatus Road Privacy Wall Fence Connections	GF	6486	-	150,000	-	-	-	-	150,000	-
Sunrise Commerce Park Entry Features	GF	6487	-	25,000	-	-	-	-	25,000	-
Sunset Strip Bicycle Lane	GR/GF	6488	-	40,000	425,300	-	-	-	465,300	-
City Post Office Building	GF	TBD	-	-	35,000	360,000	-	-	395,000	-
Fire Station Bay Door Replacement	GF	TBD	-	-	-	740,750	-	-	740,750	-
Sawgrass Fuel Station Rehabilitation	GF	TBD	-	-	800,000	-	-	-	800,000	-
Sunset Strip Traffic Circle Enhancements	GF	TBD	-	-	20,000	150,000	-	-	170,000	-
Capitalized Labor	N/A	CAPLAB	-	278,410	-	-	-	-	278,410	
Total Appropriations			**48,432,811**	**3,667,410**	**46,140,300**	**3,475,750**	**0**	**0**	**53,283,460**	**257,375**
NEW PARKS G.O. BOND FUND 326										
Revenues										
Future Bond Proceeds				-	30,365,500	10,125,000	-	-	40,490,500	
Interest Income				139,210	-	-	-	-	139,210	
General Fund Transfer In				-	630,000	-	-	-	630,000	
Total Revenues				**139,210**	**30,995,500**	**10,125,000**	**0**	**0**	**41,259,710**	
Appropriations										
Roarke Hall	BP	7000GI	309,200	-	-	-	-	-	-	-
12th Street Park	BP	7001PK	92,470	-	-	-	-	-	-	1,800
Welleby Park Expansion	BP	7002PK	4,513,073	-	-	-	-	-	-	-
Senior Center Expansion	BP/GF	7003GB	2,442,255	-	80,000	-	-	-	80,000	-
Flamingo Park Renovation	BP/GF	7004PK	4,114,883	-	430,000	-	-	-	430,000	-
P.I.R./NW 50th Street Athletic Complex	BP	7005PK	13,698,207	-	3,300,000	-	-	-	3,300,000	-
Civic Center Expansion	BP/GF	7006GB	7,099,653	-	120,000	-	-	-	120,000	-
Security Improvements	BP	7007GI	100,000	-	1,900,000	-	-	-	1,900,000	-
Oscar Wind Park	BP	7009PK	4,500,000	-	-	10,000,000	-	-	10,000,000	-
City Park Improvements	BP	7010PK	425,000	-	4,381,400	30,000	-	-	4,411,400	-
Oak Hammock Park Expansion	BP	7011PK	1,560,000	-	1,648,900	20,000	-	-	1,668,900	-
Sunset Strip Park at NW 109 Avenue	BP	7012PK	30,000	-	1,178,100	-	-	-	1,178,100	-
Sunrise Athletic Complex (SAC) Park Expansion and Renovation	BP	7013PK	10,000	-	13,175,000	75,000	-	-	13,250,000	-
9525 Parcel Improvements	BP	TBD	-	-	1,073,800	-	-	-	1,073,800	-
Bair Middle School Joint Use Park	BP	TBD	-	-	776,600	-	-	-	776,600	-
Nob Hill Soccer Club Improvements	BP	TBD	-	-	2,931,700	-	-	-	2,931,700	-
Capitalized Labor	N/A	CAPLAB	-	139,210	-	-	-	-	139,210	
Total Appropriations			**38,894,741**	**139,210**	**30,995,500**	**10,125,000**	**0**	**0**	**41,259,710**	**1,800**

FY 2017-2021 Adopted Capital Improvement Program: Five Year Summary by Fund

	Funding Sources	Project #	PTD Budget	FY 2017 Budget	FY 2018 Budget	FY 2019 Budget	FY 2020 Budget	FY 2021 Budget	Five Year Total	FY 2017 Operating Impact
RENEWAL & REPLACEMENT FUND 402										
Revenues										
Reappropriated Fund Balance				191,210	-	-	-	-	191,210	
Miscellaneous Revenues				6,000	-	-	-	-	6,000	
Total Revenues				**197,210**	**0**	**0**	**0**	**0**	**197,210**	
Appropriations										
Sawgrass Water Consumptive Use Permit Mod Improvements	R&R	5027PE	152,300	-	-	-	-	-	-	-
Escape and Valencia Water Main Replacement	R&R	5031PI	4,404,276	-	-	-	-	-	-	-
NW 20 Court & 22 Court Water Main Replacement	R&R	5033PI	598,261	-	-	-	-	-	-	-
Springtree Industrial Deep Injection Wells	R&R	5036WF	8,154,000	-	-	-	-	-	-	-
Wastewater Pipeline Flow Capacity Improvements	R&R	5037PI	868,567	-	-	-	-	-	-	-
Springtree Industrial Injection Wells Flow Delivery System	R&R	5037ST	10,448,330	-	-	-	-	-	-	-
Wastewater Sys Rehab-Lateral & Manhole Imprvmt-SSES for I/I	R&R	5043PI	1,983,004	-	-	-	-	-	-	-
Springtree Water Treatment Plant Rehabilitation - Phase 2	R&R	5045ST	12,222,545	-	-	-	-	-	-	-
Nova Drive Water Main and Force Main Replacement	R&R	5048PI	3,028,102	-	-	-	-	-	-	-
Wastewater Lift Station 107 Rehabilitation	R&R	5051LS	773,055	-	-	-	-	-	-	-
System-Wide Lift Station Improvement Program	R&R	5056LS	5,035,319	-	-	-	-	-	-	-
Pine Island Road 12" Water Main Replacement	R&R	5068PI	1,180,539	-	-	-	-	-	-	-
Hiatus Road Water Main and Force Main Valve Adjustments	R&R	5070PI	203,980	-	-	-	-	-	-	-
Sawgrass WWTP Clarifier and Scum Ejector Improvements	R&R	5071SG	569,483	-	-	-	-	-	-	-
Water System Improvement Projects	R&R	5072PI	230,390	-	-	-	-	-	-	-
East Sunrise Water Main Replacement	R&R	5079PI	2,282,921	-	-	-	-	-	-	-
30" Water Main Replacement NW 44 St and Pine Island Rd	R&R	5082PI	3,468,036	-	-	-	-	-	-	-
Southwest Water Treatment Plant Improvements	R&R	5083SW	3,220,393	-	-	-	-	-	-	-
Sawgrass Aeration Piping Replacement	R&R	5112SG	565,741	-	-	-	-	-	-	-
Arrow Head 4" Forcemain Replacement	R&R	5113SY	114,380	-	-	-	-	-	-	-
Sawgrass WWTP Chlorine Tank Farm Demolition	R&R	5115SG	76,767	-	-	-	-	-	-	-
Capitalized Labor	N/A	CAPLAB	-	197,210	-	-	-	-	197,210	
Total Appropriations			**59,580,389**	**197,210**	**0**	**0**	**0**	**0**	**197,210**	**0**
WATER/WASTEWATER CONNECTION FEES FUND 403										
Revenues										
Connection Fees				46,400	-	-	-	-	46,400	
Reappropriated Fund Balance, Water				-	6,000,000	-	-	-	6,000,000	
Total Revenues				**46,400**	**6,000,000**	**0**	**0**	**0**	**6,046,400**	
Appropriations										
Springtree WWTP Biosolids Dewatering Centrifuges	CF	5002ST	128,000	-	-	-	-	-	-	-
C-51 Reservoir Project	CF	5014SY	-	-	6,000,000	-	-	-	6,000,000	-
Rexmere Village Water Main Interconnects	CF	5035PI	55,000	-	-	-	-	-	-	-
Springtree Industrial Deep Injection Wells	CF	5036WF	5,250,000	-	-	-	-	-	-	-
Springtree Thickening Reliability Improvements & Anaerobic	CF	5074ST	288,350	-	-	-	-	-	-	-
Capitalized Labor	N/A	CAPLAB	-	46,400	-	-	-	-	46,400	
Total Appropriations			**5,721,350**	**46,400**	**6,000,000**	**0**	**0**	**0**	**6,046,400**	**0**

FY 2017-2021 Adopted Capital Improvement Program: Five Year Summary by Fund

	Funding Sources	Project #	PTD Budget	FY 2017 Budget	FY 2018 Budget	FY 2019 Budget	FY 2020 Budget	FY 2021 Budget	Five Year Total	FY 2017 Operating Impact
UTILITIES SERIES 2010 CONSTRUCTION FUND 408										
Revenues										
Reappropriated Fund Balance				149,410	-	-	-	-	149,410	
Interest Income				36,200	-	-	-	-	36,200	
Total Revenues				**185,610**	**0**	**0**	**0**	**0**	**185,610**	
Appropriations										
Sawgrass Biosolids Dewatering Centrifuges	BP	5001SG	6,083,792	-	-	-	-	-	-	-
Springtree WWTP Biosolids Dewatering Centrifuges	BP	5002ST	9,042,766	-	-	-	-	-	-	(15,800)
Springtree Biscayne Test Wells/Wellheads Replacement	BP	5009WF	4,730,637	-	-	-	-	-	-	-
Sawgrass 4MGD Reuse Treatment Plant Expansion Phase I	BP	5017SG	3,041,076	-	-	-	-	-	-	-
Sawgrass Water Consumptive Use Permit Mod Improvements	BP	5027PE	326,842	-	-	-	-	-	-	-
Escape and Valencia Water Main Replacement	BP	5031PI	1,067,250	-	-	-	-	-	-	-
NW 20 Court & 22 Court Water Main Replacement	BP	5033PI	9,454	-	-	-	-	-	-	-
Pine Island Roadway Modifications	BP	5034PI	1,938,750	-	-	-	-	-	-	-
Rexmere Village Water Main Interconnects	BP	5035PI	10,145	-	-	-	-	-	-	-
Springtree Industrial Deep Injection Wells	BP	5036WF	1,804,786	-	-	-	-	-	-	-
Springtree Water Treatment Plant Rehabilitation - Phase 2	BP	5045ST	340,060	-	-	-	-	-	-	-
Nova Drive Water Main and Force Main Replacement	BP	5048PI	186,029	-	-	-	-	-	-	-
Wastewater Lift Station 107 Rehabilitation	BP	5051LS	100,118	-	-	-	-	-	-	-
System-Wide Lift Station Improvement Program	BP	5056LS	148,612	-	-	-	-	-	-	-
Southwest WWTP Reuse Plant (HLD)	BP	5063SW	4,030,215	-	-	-	-	-	-	-
Pine Island Road 12" Water Main Replacement	BP	5068PI	69,454	-	-	-	-	-	-	-
Hiatus Road Water Main and Force Main Valve Adjustments	BP	5070PI	21,798	-	-	-	-	-	-	-
Sawgrass WWTP Clarifier and Scum Ejector Improvements	BP	5071SG	312,860	-	-	-	-	-	-	-
Springtree Thickening Reliability Improvements & Anaerobic	BP	5074ST	598,697	-	-	-	-	-	-	-
East Sunrise Water Main Replacement	BP	5079PI	817,712	-	-	-	-	-	-	-
Systemwide Water Main Emergency Interconnects	BP	5081PI	546,676	-	-	-	-	-	-	-
30" Water Main Replacement NW 44 St and Pine Island Rd	BP	5082PI	41,223	-	-	-	-	-	-	-
Southwest Water Treatment Plant Improvements	BP	5083SW	180,286	-	-	-	-	-	-	-
Sawgrass Water Treatment Plant Membrane Replacement	BP	5110SG	44,983	-	-	-	-	-	-	-
Capitalized Labor	N/A	CAPLAB	-	185,610	-	-	-	-	185,610	
Total Appropriations			**35,494,221**	**185,610**	**0**	**0**	**0**	**0**	**185,610**	**(15,800)**
STORMWATER UTILITY FUND 444										
Revenues										
Stormwater Revenues				364,200	-	-	-	-	364,200	
Total Revenues				**364,200**	**0**	**0**	**0**	**0**	**364,200**	
Appropriations										
Stormwater Pump Station #5 Replacement	SW	6305	5,006,073	-	-	-	-	-	-	-
Hiatus Road Drainage Relocation	SW	6315	330,000	-	-	-	-	-	-	-
Stormwater Pump Station #4	SW	6317	245,000	-	-	-	-	-	-	-
East Sunrise Drainage Improvements	SW	6324	495,000	-	-	-	-	-	-	-
7100 W. Oakland Park Blvd Ditch Improvement	SW	6325	-	283,000	-	-	-	-	283,000	-
Capitalized Labor	N/A	CAPLAB	-	81,200	-	-	-	-	81,200	
Total Appropriations			**6,076,073**	**364,200**	**0**	**0**	**0**	**0**	**364,200**	**0**

FY 2017-2021 Adopted Capital Improvement Program: Five Year Summary by Fund

	Funding Sources	Project #	PTD Budget	FY 2017 Budget	FY 2018 Budget	FY 2019 Budget	FY 2020 Budget	FY 2021 Budget	Five Year Total	FY 2017 Operating Impact
WATER/WASTEWATER/REUSE CAPITAL PROJECTS FUND 465										
Revenues										
Transfer from system reserve (464 to 465)				43,194,750	49,062,130	40,056,680	22,518,390	18,031,000	172,862,950	
Future Bond Proceeds				-	-	20,000,000	-	-	20,000,000	
Total Revenues				**43,194,750**	**49,062,130**	**60,056,680**	**22,518,390**	**18,031,000**	**192,862,950**	
Appropriations										
Springtree Biscayne Test Wells/Wellheads Replacement	SR	5009WF	3,479,050	-	-	-	-	-	-	-
C-51 Reservoir Project	SR	5014SY	-	-	19,450,000	-	-	-	19,450,000	-
Sawgrass 4MGD Reuse Treatment Plant Expansion Phase I	SR	5017SG	19,262,669	-	-	-	-	-	-	-
Escape and Valencia Water Main Replacement	SR	5031PI	1,200,196	-	-	-	-	-	-	-
Rexmere Village Water Main Interconnects	SR	5035PI	115,441	-	-	-	-	-	-	-
Wastewater Pipeline Flow Capacity Improvements	SR	5037PI	-	4,753,900	3,149,630	906,940	2,530,390	3,425,000	14,765,860	-
Wastewater Sys Rehab-Lateral & Manhole Imprvmt-SSES for I/I	SR	5043PI	-	900,000	600,000	600,000	900,000	600,000	3,600,000	-
System-Wide Lift Station Improvement Program	SR	5056LS	-	3,976,000	3,976,000	3,976,000	3,976,000	3,976,000	19,880,000	-
Pine Island Road 12" Water Main Replacement	SR	5068PI	-	55,000	-	-	-	-	55,000	-
Hiatus Road Water Main and Force Main Valve Adjustments	SR	5070PI	552,900	-	-	-	-	-	-	-
Water System Improvement Projects	SR	5072PI	76,430	1,770,000	3,250,000	3,250,000	3,250,000	3,250,000	14,770,000	-
Sawgrass Thickening, Anaerobic Digestion and Odor Control	SR	5073SG	-	-	2,924,000	35,867,740	-	-	38,791,740	-
Springtree Thickening Reliability Improvements & Anaerobic	SR	5074ST	10,044,000	-	-	-	-	-	-	-
East Sunrise Water Main Replacement	SR	5079PI	3,800,000	-	-	-	-	-	-	-
Systemwide Water Main Emergency Interconnects	SR	5081PI	891,186	-	-	-	-	-	-	-
30" Water Main Replacement NW 44 St and Pine Island Rd	SR	5082PI	-	215,000	-	-	-	-	215,000	-
Southwest Water Treatment Plant Improvements	SR	5083SW	7,575,000	485,000	-	-	-	-	485,000	-
Southwest WTP Improvements - Ion Exchange	SR	5084SW	4,464,553	555,000	-	-	-	-	555,000	-
Reuse Distribution System - SICP & Markham Park (Ph IV)	SR	5095PI	495,896	-	-	9,860,000	-	-	9,860,000	-
Reuse Distribution Sys-SICP, Sawgrass Mills & Artesia (Ph II)	SR	5096PI	950,000	12,233,450	-	-	-	-	12,233,450	-
SGF-1 ASR Conversion	SR	5098RW	500,964	5,690,000	-		-	-	5,690,000	-
Sawgrass Water Treatment Plant Membrane Replacement	SR	5110SG	5,431,804	-	-	-	-	-	-	-
Springtree Wastewater Headworks Improvements	SR	5114ST	800,772	450,000	10,050,000	-	-	-	10,500,000	-
Water Treatment Plant Guardhouses	SR	5116SY	473,250	150,000	-	-	-	-	150,000	-
Sawgrass & Springtree Plants Above Ground Truck Scales	SR	5117SY	-	40,000	350,000	-	-	-	390,000	-
Utility Administration Building Fire Alarm Panel Upgrade	SR	5118SY	-	61,000	-	-	-	-	61,000	-
Sawgrass WTP Cartridge Filter Platform	SR	5119SG	-	25,000	-	-	-	-	25,000	-
Sawgrass WTP Ion Exchange	SR	5120SG	-	9,925,000	-	-	-	-	9,925,000	-
4360 Springtree Drive Site Improvements	SR	5121ST	-	316,000	-	-	-	-	316,000	-
Springtree WWTP Storage & Equipment Building	SR	5122ST	-	440,000	2,570,000	-	-	-	3,010,000	-
Sawgrass WTP & Springtree WTP Security Improvements	SR	5123SY	-	1,050,000	-	-	-	-	1,050,000	-
Sawgrass WWTP Aeration Diffuser Replacements (Train 1)	SR	TBD	-	-	90,000	720,000	-	-	810,000	-
Sawgrass WWTP Bypass Piping & Valves for the Surge Tank	SR	TBD	-	-	450,000	1,725,000	-	-	2,175,000	-
Sawgrass Facility Equipment Maintenance Building	SR	TBD	-	-	-	-	1,377,000	5,100,000	6,477,000	-
Springtree Ion Exchange Process & Lime Slaker Replacement	SR	TBD	-	-	-	2,430,000	10,080,000	-	12,510,000	-
Springtree WTP VFD Replacement - HSP "B"	SR	TBD	-	-	81,000	336,000	-	-	417,000	-
Southwest WTP Well & Slaker Replacement	SR	TBD	-	-	1,684,000	-	-	-	1,684,000	-
Landscaping & Irrigation Improvements at Treatment Plants	SR	TBD	-	-	87,500	385,000	-	-	472,500	-
Water System - Wide Zoning Metering	SR	TBD	-	-	350,000	-	-	-	350,000	-
Springtree WTP Biscayne Aquifer Wells 2, 7 & 8 Replacement	SR	TBD	-	-	-	-	405,000	1,680,000	2,085,000	-

FY 2017-2021 Adopted Capital Improvement Program: Five Year Summary by Fund

	Funding Sources	Project #	PTD Budget	FY 2017 Budget	FY 2018 Budget	FY 2019 Budget	FY 2020 Budget	FY 2021 Budget	Five Year Total	FY 2017 Operating Impact
Capitalized Labor	N/A	CAPLAB	-	104,400	-	-	-	-	104,400	
Total Appropriations			**60,114,111**	**43,194,750**	**49,062,130**	**60,056,680**	**22,518,390**	**18,031,000**	**192,862,950**	**0**
GAS CAPITAL PROJECTS FUND 475										
Revenues										
Transfer from system reserve (474 to 475)				6,360,380	198,300	200,000	200,000	200,000	7,158,680	
Total Revenues				**6,360,380**	**198,300**	**200,000**	**200,000**	**200,000**	**7,158,680**	
Appropriations										
Gas System Backfeed Improvements	GC	276	38,807	41,700	48,300	50,000	50,000	50,000	240,000	-
Weston Botaniko Development	GC	309	206,000	-	-	-	-	-	-	500
High Pressure Supply Main	GC	310	624,200	5,943,680	-	-	-	-	5,943,680	-
Metropica	GC	312	60,000	-	-	-	-	-	-	500
American Express	GC	318	8,716	-	-	-	-	-	-	-
Artesia	GC	319	75,000	75,000	-	-	-	-	75,000	-
Gas Extension to Confidential Plaza	GC	320	150,000	-	-	-	-	-	-	-
Various New Commercial Accounts	GC	777	150,000	300,000	150,000	150,000	150,000	150,000	900,000	1,000
Total Appropriations			**1,312,723**	**6,360,380**	**198,300**	**200,000**	**200,000**	**200,000**	**7,158,680**	**2,000**
FLEET MANAGEMENT FUND 502										
Revenues										
Fleet Management Cost Allocation				-	245,000	-	-	-	245,000	
Total Revenues				**0**	**245,000**	**0**	**0**	**0**	**245,000**	
Appropriations										
Quick Service Area and Storage Area Roofs	MULTIPLE	TBD	-	-	245,000	-	-	-	245,000	-
Total Appropriations			**0**	**0**	**245,000**	**0**	**0**	**0**	**245,000**	**0**
IT & COMMUNICATIONS FUND 503										
Revenues										
IT & Communications Cost Allocation				-	-	-	-	-	-	
Total Revenues				**0**	**0**	**0**	**0**	**0**	**0**	
Appropriations										
Enterprise Resource Planning	MULTIPLE	IT0001	4,300,000	-	-	-	-	-	-	-
Total Appropriations			**4,300,000**	**0**	**0**	**0**	**0**	**0**	**0**	**0**

FY 2017-2021 Adopted Capital Improvement Program: Five Year Summary by Fund

Funding Sources	Project #	PTD Budget	FY 2017 Budget	FY 2018 Budget	FY 2019 Budget	FY 2020 Budget	FY 2021 Budget	Five Year Total	FY 2017 Operating Impact
			FY 2017 Budget	FY 2018 Budget	FY 2019 Budget	FY 2020 Budget	FY 2021 Budget	Five Year Total	
REVENUE SUMMARY BY FUND									
Fuel & Roadway Fund 191			400,000	200,000	200,000	200,000	200,000	1,200,000	
Spec Tax District #1 Ser 03 Bond Fund 309			-	-	-	-	-	-	
Capital Improvements Fund 325			3,667,410	46,140,300	3,475,750	-	-	53,283,460	
New Parks G.O. Bond Fund 326			139,210	30,995,500	10,125,000	-	-	41,259,710	
Renewal & Replacement Fund 402			197,210	-	-	-	-	197,210	
Water/Wastewater Connection Fees Fund 403			46,400	6,000,000	-	-	-	6,046,400	
Utilities Series 2010 Construction Fund 408			185,610	-	-	-	-	185,610	
Stormwater Utility Fund 444			364,200	-	-	-	-	364,200	
Water/Wastewater/Reuse Capital Projects Fund 465			43,194,750	49,062,130	60,056,680	22,518,390	18,031,000	192,862,950	
Gas Capital Projects Fund 475			6,360,380	198,300	200,000	200,000	200,000	7,158,680	
Fleet Management Fund 502			-	245,000	-	-	-	245,000	
IT & Communications Fund 503			-	-	-	-	-	-	
			$54,555,170	**$132,841,230**	**$74,057,430**	**$22,918,390**	**$18,431,000**	**$302,803,220**	
APPROPRIATIONS SUMMARY BY FUND									
Fuel & Roadway Fund 191			400,000	200,000	200,000	200,000	200,000	1,200,000	
Spec Tax District #1 Ser 03 Bond Fund 309			-	-	-	-	-	-	
Capital Improvements Fund 325			3,667,410	46,140,300	3,475,750	-	-	53,283,460	
New Parks G.O. Bond Fund 326			139,210	30,995,500	10,125,000	-	-	41,259,710	
Renewal & Replacement Fund 402			197,210	-	-	-	-	197,210	
Water/Wastewater Connection Fees Fund 403			46,400	6,000,000	-	-	-	6,046,400	
Utilities Series 2010 Construction Fund 408			185,610	-	-	-	-	185,610	
Stormwater Utility Fund 444			364,200	-	-	-	-	364,200	
Water/Wastewater/Reuse Capital Projects Fund 465			43,194,750	49,062,130	60,056,680	22,518,390	18,031,000	192,862,950	
Gas Capital Projects Fund 475			6,360,380	198,300	200,000	200,000	200,000	7,158,680	
Fleet Management Fund 502			-	245,000	-	-	-	245,000	
IT & Communications Fund 503			-	-	-	-	-	-	
			$54,555,170	**$132,841,230**	**$74,057,430**	**$22,918,390**	**$18,431,000**	**$302,803,220**	

CITY OF SUNRISE
FLORIDA

GLOSSARY

Account	A financial reporting unit for budgeting, management, or accounting purposes. All budgetary transactions, whether revenue or expenditure are recorded in accounts.
Accounting Standards	The generally accepted accounting principles (GAAP) promulgated by the Government Accounting Standards Board (GASB), which guide the recording and reporting of financial information by state and local governments. The standards establish guidelines as when transactions are recognized, the types and purposes of funds, and the content and organization of the annual financial report.
Accrual Basis	A method of accounting in which revenues are recorded when measurable and earned, and expenses are recognized when a good or service is used.
Activity	A department effort contributing to the achievement of a specific set of program objectives; the smallest unit of the program budget.
Activity Measure	Data collected to determine how effective or efficient a program is in achieving its objective.
Adopted Budget	The original budget as approved by the City Commission at the beginning of the fiscal year.
Advanced Life Support (ALS)	The resuscitation efforts that extend beyond basic CPR.
Annualize	Taking changes that occurred mid-year and calculating their cost for a full year, for the purpose of preparing an annual budget.
Appropriation	A legislative act authorizing the expenditure of a designated amount of public funds for a specific purpose.
Assessed Valuation	The value set upon real estate and certain personal property by the county property appraiser as a basis for levying property taxes.
Audit	An examination of records of financial accounts to check for accuracy.
Available (Undesignated) Fund Balance	This refers to funds remaining from prior years, which are available for appropriation and expenditure in the current year.
Balanced Budget	A budget in which current revenues equal current expenditures. The legal requirements for a balanced budget may be set by the state or local government.
Benchmark	A point of reference from which measurements may be made. A benchmark is something that serves as a standard by which other performance indicators may be evaluated or compared.
Blue ASE Seal Certification	ASE, is short for the National Institute for Automotive Service Excellence. This independent non-profit organization works to improve the quality of vehicle repair and service by testing and certifying automotive professionals. At least 75% of technicians performing diagnosis and repairs must be ASE certified in order for a fleet garage to be Blue Seal Certified.

GLOSSARY

Bond	A promise to repay borrowed money on a particular date, often ten or twenty years in the future. Most bonds also involve a promise to pay a specified dollar amount of interest at predetermined intervals. Local governments use bonds to obtain long-term financing for capital projects.
Bond Ordinance	A law approving the sale of government bonds that specifies how revenues may be spent.
Bond Proceeds	Revenues generated by the sale of municipal bonds.
Broward City Home Program	A homebuyer assistance program funded by the Housing Finance Authority of Broward County.
Broward County Disaster Recovery Initiative Grant (DRI)	A grant that provides assistance to households following a natural disaster as declared by the President of the United States or Governor of the State of Florida. DRI funds may be used for items such as, but not limited to, purchase of emergency supplies, weatherproofing damaged homes, interim repairs, insurance deductible payment, security deposit, rental assistance, and other activities approved by Florida Housing Financial Corporation.
Broward County Home Consortium Grant	A Broward County program that provides home repair assistance to Florida residents in low income brackets who are 65 and older.
Broward Metropolitan Planning Organization (MPO)	A transportation policy-making board comprised of 19 voting members including representatives from the South Florida Regional Transportation Authority/Tri-Rail (SFRTA), the Broward County School Board, three Broward County Commissioners, and local governments. The MPO is responsible for transportation planning and funding allocation in Broward County. The Broward MPO works with the public, planning organizations, government agencies, elected officials, and community groups to develop transportation plans.
Budget Amendment	A revision of the adopted budget that, when approved by the Commission, replaces the original provision. Budget amendments occur throughout the fiscal year, as spending priorities shift.
Budget Calendar	The schedule of key dates, which a government follows in the preparation and adoption of the budget.
Budget Manual	A book prepared by the Finance Department or Budget Office that includes, at a minimum, the budget calendar, the forms departments need to prepare their budget requests, and a description of the budget process.
Budgetary Control	The control or management of a government in accordance with the approved budget for the purpose of keeping expenditures within the limitations of available appropriations and resources.
Capital Budget	The appropriation of bonds or operating revenue for improvements to facilities, and other infrastructure.
Capital Improvements	Expenditures related to the acquisition, expansion or rehabilitation of an element of the physical plant of the government - sometimes referred to as infrastructure.

GLOSSARY

Capital Outlay	Expenditures for fixed assets which have a value of $1000 or more and have a useful economic lifetime of more than one year; or, assets of any value if the nature of the item is such that it must be controlled for custody purposes as a fixed asset.
Capital Projects Funds	Governmental funds established to account for resources used for the acquisition/construction of large capital improvement other than those accounted for in the proprietary or trust funds.
Cash Flow	The net cash balance at any given point. The treasurer prepares a cash budget that projects the inflow, outflow, and net balance of cash reserves on a daily, weekly, and/or monthly basis.
Chart of Accounts	A chart that assigns a unique number to each type of transaction (e.g., salaries or property taxes) and to each budgetary unit in the organization. The chart of accounts provides a system for recording revenues and expenditures that fits the organizational structure.
Communication Services Taxes (CST)	Taxes applied to telecommunications, cable, direct-to-home satellite, and related services. CST revenue is collected and distributed by the State of Florida.
Connection Fees	A one-time refundable or non-refundable fee paid by a consumer to a utility for connecting to receive services.
Constant or Real Dollars	The presentation of dollar amounts adjusted for inflation to reflect the real purchasing power of money as compared to a certain point in time.
Contingency	A budgetary reserve set-aside for emergencies or unforeseen expenditures not otherwise budgeted. This type of account protects the local government from having to issue short-term debt to cover such needs.
Conversion	A "status change" from either part-time to full-time or full-time to part-time. There are no changes to the pay grade/step of the position.
Community Development Block Grant (CDBG)	A flexible program that provides communities with resources to address a wide range of unique community development needs.
Contributions in Aid of Construction (CIAC)	A calculation used to determine impact fee revenues paid by developers to cover the increased costs of new construction.
Debt Service	The cost of paying principal and interest on borrowed money according to a predetermined payment schedule.
Dedicated Tax	A tax levied in order to support a specific government program or purpose.
Deficit	The amount by which expenditures exceed revenues during a single accounting period.
Depreciation	Expiration in the service life of capital assets attributable to wear and tear, deterioration, action of the physical elements, inadequacy, or obsolescence.
Disbursement	Payment for goods or services that have been delivered and invoiced.

GLOSSARY

Economies of Scale	The cost savings that usually occur with increases in output. If the number of units increase, fixed costs are divided into more units, and the ratio of units to fixed costs will result in lower costs per unit.
Encumbrance	The contractual commitment of appropriated funds to purchase an item or service. To encumber funds means to set aside or commit funds for a specified future expenditure.
Enterprise Funds	Funds used to account for services supported primarily by service charges; examples are water, sewer, golf, and airport funds.
Equivalent Residential Unit (ERU)	A measure used for Water and Stormwater rates. An average home equals one Equivalent Residential Unit. The ERU for commercial units are calculated on a case-by-case basis.
Expense	Charges incurred (whether paid immediately or unpaid) for operations, maintenance, interest, or other charges.
Fiscal Policy	A government's policies with respect to revenues, spending, and debt management as these relate to government services, programs, and capital investment. Fiscal policy provides an agreed-upon set of principles for the planning and programming of government budgets and their funding.
Fixed Assets	Assets of long-term character that are intended to continue to be held or used, such as land, buildings, machinery, furniture, and other equipment.
Full Faith and Credit	A pledge of government's taxing power to repay debt obligations.
Fund	A fiscal entity with revenues and expenses that are segregated for the purpose of carrying out a specific purpose or activity.
Fund Balance	The difference between a fund's assets and its liabilities. Portions of the fund balance may be reserved for various purposes, such as contingencies or encumbrances.
Future Land Use Element (FLUE)	Part of the Sunrise Comprehensive Plan that outlines the principles and performance standards for the control and distribution of land development intensity and population densities.
Future Land Use Map (FLUM)	Part of the Sunrise Comprehensive Plan that shows existing land uses and the proposed distribution, location, and extent of future land uses in the City.
General Fund	The major fund in most governmental units, the General Fund accounts for all activities not accounted for in other funds. Most tax-funded functions-such as police and fire protection - are accounted for in the General Fund.
General Obligation (G.O.) Bond	This type of bond is backed by the full faith, credit and taxing power of the government.
Governmental Accounting Standards Board (GASB)	GASB is the non-governmental body charged with establishing and maintaining generally accepted standards for state and local governments.

GLOSSARY

Grant	A contribution by a government or other organization to support a particular function. Grants may be classified as either operational or capital, depending upon the grantee.
Goal	A statement of broad direction, purpose or intent based on the needs of the community.
Hazmat Response Team	A group of trained personnel who respond to releases of hazardous materials for the purpose of control or stabilization of the incident.
Homestead Exemption	Florida law provides property tax relief of $50,000 off of the taxable value for properties that qualify. Every person who has legal or equitable title to real property in the State of Florida and who resides on the property on January 1 and in good faith makes it his or her permanent home is eligible for a homestead exemption.
US Department of Housing and Urban Development (HUD)	A Cabinet department in the Executive branch of the United States federal government established to develop and execute policies on housing and metropolises.
Infrastructure	The physical assets of a government (e.g., streets, water, sewer, public buildings and parks).
Intergovernmental Revenue	Funds received from federal, state and other local government sources in the form of grants, shared revenues, and payments in lieu of taxes.
Inter-local Agreement	An interlocal agreement is a written contract between local government agencies such as a city, a county, a school board or a constitutional office. Any time a public service involves the joint operations and budgets of two or more local government agencies, an interlocal agreement must be drawn up and approved by all parties involved.
LED	This is the abbreviation for light-emitting diode, a semiconductor diode that glows when a voltage is applied.
Levy	To impose taxes for the support of government activities.
Lift Station	Wastewater lift stations are facilities designed to move wastewater from lower to higher elevation, particularly where the elevation of the source is not sufficient for gravity flow and/or when the use of gravity conveyance will result in excessive excavation depths and high sewer construction costs.
Local Option Gas Tax (LOGT) and Local Option Gas Tax Additional (LOGTA)	Under authority granted by Florida law, County governments are authorized to levy up to 12 cents of local option fuel taxes in three separate levies on fuel sold within the county. The funds are used for transportation expenditures and shared with local municipal governments.
Long-term Debt	Debt payable more than one year after date of issue.
Mandate	A requirement from a higher level of government that a lower level of government perform a task in a particular way, or perform a task to meet a particular standard, often without compensation from the higher level of government.

GLOSSARY

Mission	A clear and concise statement that focuses on the purpose of the program and sets program goals to align practices with values. A mission statement is an actionable plan for a program's future, which includes the objectives, how these objectives will be reached, who is responsible for performance and why the program must meet its goals.
My Safe Florida Home	A State of Florida program which offers free wind inspections to measure how safe your home is against hurricanes. Following the inspection, the homeowner will receive a detailed report that will explain key steps they can take to make their home more hurricane resistant. The report will also outline insurance discounts that may be available to the homeowner if they take the recommended steps to strengthen their home, if they provide their insurance information at the time they apply (wind, premium, dwelling coverage and hurricane deductible). Homeowners may be eligible for a matching investment of up to $5,000 to help make recommended improvements to strengthen their home against hurricanes.
National Pollutant Discharge Elimination System	A permit program, which controls water pollution by regulating point sources that discharge pollutants into waters of the United States.
New Position	A position that is added to a department/division with corresponding compensation that is not included as part of the adopted budget.
Objective	Something to be accomplished in specific, well-defined, and measurable terms and is achievable within a specific period.
Operating Budget	That portion of a budget that deals with recurring expenditures such as salaries, electric bills, postage, printing, office supplies, and gasoline. The operating budget may be a separate document from the capital budget, or a consolidated document may be prepared that has one section devoted to operating expenditures and another to capital expenditures. Taken together, the operating and the capital budgets should equal the total amount of spending for the fiscal period.
Operating Expenses	The cost for services, materials, and equipment required for a department to function.
Ordinance	A law, statute, or regulation enacted by the City Commission.
Pay-as-you-go Basis	A term used to describe a financial policy by which capital outlays are financed from current revenues rather than through borrowing.
P-Card	A purchasing card which is a form of company charge card that allows goods and services to be procured without using a traditional purchasing process.
Performance Budget	A budget format that includes 1.) performance goals and objectives and 2.) demand, workload, efficiency, and effectiveness (outcome or impact) measures for each governmental program.
Personnel Services	Expenditures for salaries, wages, and fringe benefits of government employees.

GLOSSARY

Productivity	The cost per unit of goods or services, holding quality constant. Productivity increases when the cost per unit goes down but quality remains constant or increases.
Program Based Budget	A method of budgeting whereby the services provided to the residents are broken down in identifiable service programs or performance units. A unit can be a department, a division, or a workgroup. Each program has an identifiable service or output and objectives to effectively provide the service. Performance indicators measure the effectiveness and efficiency of providing service by the program.
Proprietary Funds	The funds used to account for operations that are financed and operated in a manner similar to private business enterprises, where (a) the intent of the governing body is that the costs of providing goods or services to the general public on a continuing basis be financed or recovered primarily through user charges; or (b) where the governing body has decided that periodic determination of revenues earned, expenses incurred, and/or net income is appropriate for capital maintenance, public policy, management control, accountability, or other purposes.
Purchase Order	An agreement to buy goods and services from a specific vendor, with a promise to pay on delivery.
Reclassification	The assignment of a new job classification and/or pay grade to an existing position as a result of permanent changes to the position's assigned duties and responsibilities.
Reserve	A special or temporary order of a legislative body; an order of a legislative body requiring less legal formality than an ordinance or statute.
Resources	Total amounts available for appropriation including estimated revenues, fund transfers, and beginning balances.
Revenue Bond	This type of bond is backed only by revenues, which come from a specific enterprise or project, such as a hospital or toll road.
Self Contained Breathing Apparatus (SCBA)	Equipment that allows firefighters to breathe breathable air while in an immediate danger atmosphere.
Self Contained Underwater Breathing Apparatus (SCUBA)	A form of underwater diving equipment that allows a diver breathes underwater.
Senior Homestead Exemption	Florida law provides property tax relief of an additional $25,000 off of the taxable value for properties that qualify. The County must first adopt the provision via Ordinance. Any person who has the legal or equitable title to real estate and maintains thereon the permanent residence of the owner, who has attained age 65, and whose household income does not exceed $20,000 (with an annual CPI increase) qualifies.
Service Lease	A lease under which the lessor maintains and services the asset.
Service Level	Services or products which comprise actual or expected output of a given program. Focus is on result, not measures of workload.

GLOSSARY

SharePoint	SharePoint is a web application platform in the Microsoft Office server suite. SharePoint combines various functions which are traditionally separate applications: intranet, content management, document management, personal cloud, enterprise search, business intelligence, workflow management, and web content management.
Special Purpose Fund	Funds that account for the proceeds of specific revenue sources that are legally restricted to expenditures for specified purposes.
State Housing Initiative Partnership Grant (SHIP)	A State of Florida program which provides funds to local governments as an incentive to create partnerships that produce and preserve affordable homeownership and multifamily housing. The program was designed to serve very low, low and moderate income families.
Statute	A law enacted by a legislative body.
Strategic Intermodal System (SIS)	A transportation system that is made up of facilities and services of statewide and interregional significance; contains all forms of transportation for moving both people and goods, including linkages that provide for smooth and efficient transfers between modes and major facilities; and integrates individual facilities, services, forms of transportation (modes) and linkages into a single, integrated transportation network.
SunGard	SunGard provides software and processing for financial services, K-12 and Higher Education, and the public sector.
Supervisory Control and Data Acquisition (SCADA)	Refers to a system that collects data from carious sensors in remote locations and then sends this data to a central computer which then manages and controls the data.
Taxes	Compulsory charges levied by a government for the purpose of financing services performed for the common benefit of the people. This term does not include specific charges made against particular persons or property for current or permanent benefit, such as special assessments.
Temporary Positions	An employee who fills a temporary or short-term position. Such employees provide contingency staffing for government operations during peak workloads, or to address temporary staffing needs. Temporary employees are on a per-hour basis, and do not receive benefits.
Trust Funds	A fund established to receive money that the local government holds on behalf of individuals or other governments; the government holding the money has little or no discretion over it. Examples include employee pension funds and taxes collected for other governments.
Truth in Millage (TRIM)	In compliance with Florida Statues, Truth in Millage (TRIM) Notices are mailed in the fall of each year (August/September). TRIM form notify property owners of the proposed values and millage rates for the upcoming tax bills.
Trust and Agency Funds	Funds that account for assets held by a governmental unit in a trustee capacity or as an agent for individuals, private organizations, other governmental units, and/or other trust funds.

GLOSSARY

Unencumbered Balance	The amount of an appropriation that is neither expended nor encumbered. It is essentially the amount of money still available for future use.
Unreserved Fund Balance	The portion of a fund balance that is not restricted for a specific purpose and is available for general appropriation.
User Charges	The payment of a fee for direct receipt of a public service by the party who benefits from the service.
Variable Cost	A cost that increases/decreases with increases/decreases in the amount of service provided such as the electric bill.
Working Cash	Excess of readily available assets over current liabilities, or cash on hand equivalents, which may be used to satisfy cash flow needs.

ACRONYMS

AC	Air Conditioning
ACD	Automated Call Distribution
ADA	Americans with Disabilities Act
ALS	Advanced Life Support
ARRA	American Recovery and Reinvestment Act
ASHRAE	American Society of Heating, Refrigerating, and Air-Conditioning Engineers
BB&T	Branch, Banking & Trust
BC	Broward County
BCC	Board of County Commissioners
BHP	Broward City Home Program
BP	Bond Proceeds
BPE	Board of Professional Engineers
CAD	Computer Aided Design
CADD	Computer Aided Drafting & Design
CAFR	Comprehensive Annual Financial Report
CC	Contributions - Comcast
CD	Community Development
CDBG	Community Development Block Grant
CEMP	Comprehensive Emergency Management Plan
CERT	Community Emergency Response Team
CF	Connection Fees
CFA	Commission for the Florida Law Enforcement Accreditation
CHP	COPS Hiring Program
CI	Contributions - Private Developers
CIAC	Contributions in Aid of Construction
CID	Criminal Investigation Division
CIP	Capital Improvement Program
CIT	Crisis Intervention Training
CMAQ	Congestion Mitigation and Air Quality
COLA	Cost of Living Adjustment
COPS	Community Oriented Policing Servicing
CPA	Certified Public Accountant
CPI	Consumer Price Index
CPR	Cardio-Pulmonary Resuscitation
CPVC	Chlorinated Polyvinyl Chloride Piping

ACRONYMS

CRS	Community Rating System
CST	Communications Services Tax
DARE	Drug Awareness Resistance Education
DF	Debt Financing
DMV	Department of Motor Vehicles
DRC	Development Review Committee
DRI	Developments of Regional Impact
DRI	Broward County Disaster Recovery Initiative Grant (Funding Source for Capital Projects)
DuC	Dual Check Valve
EAP	Employee Assistance Program
EEOC	Equal Employment Opportunity Commission
EFT	Electronic Funds Transfer
EMS	Emergency Medical Services
EOC	Emergency Operations Center
EPA	Environmental Protection Agency
ERC	Equivalent Residential Connection
ERP	Enterprise Resource Planning
ERU	Equivalent Residential Unit
ESRI	Environmental Systems Research Institute
FAC	Florida Administrative Code
FAS	Finance & Administrative Services
FDEP	Florida Department of Environmental Protection
FDIC	Federal Deposit Insurance Corporation
FDLE	Florida Department of Law Enforcement
FDOH	Florida Department of Health
FDOT	Florida Department of Transportation
FEMA	Federal Emergency Management Agency
FLUE	Future Land Use Element
FLUM	Future Land Use Map
FMLA	Family and Medical Leave Act
FPL	Florida Power and Light
FR	Fuel & Roadway Fund
FRDAP	Florida Recreation Development Assistance Program
FRS	Florida Retirement System
FT	Full Time

ACRONYMS

FTE	Full Time Equivalent
FTGA	Florida Turfgrass Association
FY	Fiscal Year
GAAP	Generally Accepted Accounting Principles
GAO	Government Accountability Office
GASB	Governmental Accounting Standards Board
GC	Gas Charges
GF	General Fund
GFOA	Government Finance Officers Association
GHG	Greenhouse Gas
GIS	Graphic Information Systems
GOB	General Obligation Bond
GPS	Global Positioning System
GR	Grants
HC	Broward County Home Consortium Grant
HMGP	Hazard Mitigation Grant Program
HR	Human Resources
HUD	US Department of Housing & Urban Development
IF	Impact fees
IFAS	Institute of Food and Agricultural Sciences
ICS	Incident Command System
ILA	Inter-local Agreement
IRS	Internal Revenue Service
ISP	Independent Service Provider
IT	Information Technology
ISTEA	Intermodal Surface Transportation Efficiency Act
ISO	Insurance Services Office, Inc.
JAG	Justice Assistance Grant
K-9	Canine (Police Dog)
LED	Light-emitting Diode
LETF	Law Enforcement Trust Fund
LOGT	Local Option Gas Tax
LOGTA	Local Option Gas Tax Additional
MIG	Metal Inert Gas
MIS	Management Information Services

ACRONYMS

MPO	Metropolitan Planning Organization
MY	My Safe Florida Home
NFPA	National Fire Protection Association
NIMS	National Incident Management System
NPDES	National Pollutant Discharge Elimination System
NWF	National Wildlife Federation
NS	Neighborhood Stabilization
O&M	Operation and Maintenance Manual
OEM	Original Equipment Manufacturer
OMB	U.S. Office of Management and Budget
OSSI	Office Software Solutions Incorporated
PC	Police Confiscation
PO	Purchase Order
PPE	Personal Protection Equipment
PS	Property Sale
PSA	Public Service Aide
PST	Public Service Taxes
PT or P/T	Part Time
PWS	Public Water Systems
R & M	Repair and Maintenance
R & R	Renewal & Replacement
RFP	Request for Proposal
RFQ	Request for Quote
RO	Reverse Osmosis
SC	Service Connection
SCADA	Supervisory Control and Data Acquisition
SCBA	Self Contained Breathing Apparatus
SCUBA	Self Contained Underwater Breathing Apparatus
SFWMD	South Florida Water Management District
SHIP	State Housing Initiative Partnership Grant
SIS	Strategic Intermodal System
SOH	Save Our Homes
SR	System Reserve
SS	Social Security
SWAT	Special Weapons and Tactics

ACRONYMS

TRIM	Truth in Millage
VAB	Value Adjustment Board
VIN	Vice, Intelligence and Narcotics
VOCA	Victims of Crime Act
VOIP	Voice over Internet Protocol
VR	Vehicle R&R Fund
WC	Workers' Comp Fund
WWS	Water/Wastewater Charges
WWTP	Wastewater Treatment Plant