AGENDA
CITY COMMISSION
REVISED AGENDA 9/8/2015*
CITY HALL COMMISSION CHAMBERS
300 W. Plant Street

BUDGET HEARINGS AND
REGULAR MEETING September 10, 2015 6:30 p.m.

CALL TO ORDER
Determination of a Quorum
Opening Invocation and Pledge of Allegiance

BUDGET HEARINGS

1. **FIRST READING AND PUBLIC HEARINGS TO ADOPT PROPOSED BUDGETS AND MILLAGE RATE FOR FISCAL YEAR 2015/2016**
   A. **Ordinance 15-66:** AN ORDINANCE LEVYING TAX UPON ALL TAXABLE PROPERTY WITHIN THE CITY OF WINTER GARDEN, FLORIDA, FOR THE TAX YEAR BEGINNING ON OCTOBER 1, 2015, AND ENDING ON SEPTEMBER 30, 2016 **with the second reading and public hearing being scheduled for September 24, 2015**
   B. **Ordinance 15-67:** AN ORDINANCE APPROPRIATING AND ALLOCATING ALL REVENUE AND FUNDS OF THE CITY OF WINTER GARDEN, FLORIDA, FOR THE TAX YEAR BEGINNING ON OCTOBER 1, 2015, AND ENDING ON SEPTEMBER 30, 2016 **with the second reading and public hearing being scheduled for September 24, 2015**
   C. **Ordinance 15-68:** AN ORDINANCE APPROPRIATING AND ALLOCATING ALL REVENUE AND FUNDS OF THE COMMUNITY REDEVELOPMENT AGENCY (CRA) OF THE CITY OF WINTER GARDEN, FLORIDA, FOR THE TAX YEAR BEGINNING ON OCTOBER 1, 2015, AND ENDING ON SEPTEMBER 30, 2016 **with the second reading and public hearing being scheduled for September 24, 2015**
   D. **Ordinance 15-69:** AN ORDINANCE OF THE CITY COMMISSION OF THE CITY OF WINTER GARDEN, AUTHORIZING THE APPROPRIATIONS OF CITY FUNDS FOR FISCAL YEAR 2015-16 IN ACCORDANCE WITH ARTICLE 3 SECTION 30 (5) OF THE CITY CHARTER OF THE CITY OF WINTER GARDEN, FLORIDA, AND FLORIDA STATUTE 166.241 FOR THE PURPOSE OF FULFILLING THE FINANCIAL OBLIGATIONS OF THE CITY **with the second reading and public hearing being scheduled for September 24, 2015**

REGULAR CITY COMMISSION MEETING

2. **APPROVAL OF MINUTES**
   Regular Meeting of August 27, 2015

3. **FIRST READING AND PUBLIC HEARING OF PROPOSED ORDINANCE**
   A. **Ordinance 15-60**: AN ORDINANCE OF THE CITY OF WINTER GARDEN, FLORIDA, AMENDING THE CITY OF WINTER GARDEN FISCAL YEAR 2014-2015 BUDGET, PROVIDING FOR SEVERABILITY AND AN EFFECTIVE DATE **with the second reading and public hearing being scheduled for September 24, 2015** – Finance Director Zielonka

4. **SECOND READING AND PUBLIC HEARING OF PROPOSED ORDINANCES**
   A. **Ordinance 15-55**: AN ORDINANCE OF THE CITY OF WINTER GARDEN, FLORIDA, REZONING APPROXIMATELY 7.15 +/- ACRES OF CERTAIN REAL PROPERTY GENERALLY LOCATED ON THE NORTH SIDE OF ROPER ROAD, EAST OF WINTER GARDEN VINELAND ROAD AND WEST OF DANIELS ROAD, FROM CITY R-1 TO CITY PUD; PROVIDING FOR CERTAIN PUD REQUIREMENTS; PROVIDING FOR SEVERABILITY; PROVIDING FOR AN EFFECTIVE DATE. (Sonata West Orange Campus PUD) *Postponed July 9, 2015 and August 13, 2015*– Community Development Manager Pash

B. **Ordinance 15-57:** AN ORDINANCE OF THE CITY OF WINTER GARDEN, FLORIDA PROVIDING FOR THE ANNEXATION OF CERTAIN ADDITIONAL LANDS GENERALLY DESCRIBED AS APPROXIMATELY 0.99 ± ACRES WITH PARCEL ID NUMBER 21-22-27-0000-00-104 LOCATED ON THE WEST SIDE OF TILDENVILLE SCHOOL ROAD NORTH OF WEST COLONIAL DRIVE AND SOUTH OF EAST OAKLAND AVENUE INTO THE CITY OF WINTER GARDEN FLORIDA; REDEFINING THE CITY BOUNDARIES TO GIVE THE CITY JURISDICTION OVER SAID PROPERTY; PROVIDING FOR SEVERABILITY; PROVIDING FOR AN EFFECTIVE DATE

C. **Ordinance 15-58:** AN ORDINANCE OF THE CITY OF WINTER GARDEN, FLORIDA AMENDING THE FUTURE LAND USE MAP OF THE WINTER GARDEN COMPREHENSIVE PLAN BY CHANGING THE LAND USE DESIGNATION OF REAL PROPERTY GENERALLY DESCRIBED AS 0.99 ± ACRES WITH PARCEL ID NUMBER 21-22-27-0000-00-104 LOCATED ON THE WEST SIDE OF TILDENVILLE SCHOOL ROAD NORTH OF WEST COLONIAL DRIVE AND SOUTH OF EAST OAKLAND AVENUE FROM ORANGE COUNTY LOW DENSITY RESIDENTIAL TO CITY LOW DENSITY RESIDENTIAL; PROVIDING FOR SEVERABILITY; PROVIDING FOR AN EFFECTIVE DATE

D. **Ordinance 15-59:** AN ORDINANCE OF THE CITY OF WINTER GARDEN, FLORIDA REZONING APPROXIMATELY 0.99 ± ACRES WITH PARCEL ID NUMBER 21-22-27-0000-00-104 LOCATED ON THE WEST SIDE OF TILDENVILLE SCHOOL ROAD NORTH OF WEST COLONIAL DRIVE AND SOUTH OF EAST OAKLAND AVENUE FROM ORANGE COUNTY A-1 AGRICULTURAL DISTRICT TO CITY R-1 SINGLE-FAMILY RESIDENTIAL DISTRICT; PROVIDING FOR SEVERABILITY; PROVIDING FOR AN EFFECTIVE DATE – Community Development Manager Pash

5. **REGULAR BUSINESS**

A. Recommendation to approve bids and award contract to DeWitt Excavating in an amount not to exceed $907,351.19 that includes a 15 percent contingency for Park Avenue and Smith Street Stormwater System Improvement Project - Assistant City Manager – Public Services Cochran

B. Recommendation to approve bids and award contract to DeWitt Excavating in an amount not to exceed $4,240,497.29 that includes a 15 percent contingency for two intersection improvements; 1) Avalon Road and Marsh Road / Stoneybrook West Parkway and 2) Avalon Road and Tilden Road - Assistant City Manager – Public Services Cochran

C. Recommendation to approve renewing Interlocal Agreement with Orange County for the Watershed Atlas Project expiring on May 31, 2019 at a total cost of $9,452 – Assistant City Manager – Public Services Cochran

D. Recommendation to approve the site plan for Sonata West Orange Campus subject to conditions in Planned Unit Development ordinance - Community Development Manager Pash

E. Recommendation to approve purchasing electronic evidence equipment associated with body-worn cameras from Fiscal Year 2015 Edward Byrne Memorial Justice Assistance Grant (JAG) of $10,000 and allowing public comments – Police Chief Brennan

F. Recommendation to approve collective bargaining agreement with the International Association of Fire Fighters Local 4947 from October 1, 2015 through September 30, 2018 – City Manager Bollhoefer

G. Appointment to General Employees Pension Board for expiring term of Trustee Dan Kuhl – City Clerk Golden

H. *Recommendation to approval special event request submitted by Plant Street Market to be held October 16th to 18th, 2015 with closure of Central Avenue from Plant to Smith Streets and outdoor alcohol sales – Economic Development Director Gerhartz

6. **MATTERS FROM PUBLIC** (*Limited to 3 minutes per speaker)*

7. **MATTERS FROM CITY ATTORNEY –** Kurt Ardaman

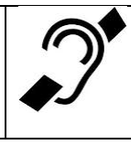
8. **MATTERS FROM CITY MANAGER** – Mike Bollhoefer

9. **MATTERS FROM MAYOR AND COMMISSIONERS**

ADJOURN to the second **Budget Hearings** and Regular Meeting on September 24, 2015 at 6:30 p.m. in City Hall Commission Chambers, 300 W. Plant Street, 1st floor

NOTICES:
In accordance with Florida Statutes 286.0105, if any person decides to appeal any decision made by said body with respect to any matter considered at such meeting, he/she will need a record of the proceedings and, for that purpose, he/she may need to ensure that a verbatim record of the proceedings is made, which record includes the testimony and evidence upon which the appeal is to be based. The City of Winter Garden does not prepare or provide such record.

Any opening invocation that is offered before the official start of the Commission meeting shall be the voluntary offering of a private person, to and for the benefit of the Commission. The views or beliefs expressed by the invocation speaker have not been previously reviewed or approved by the City Commission or the city staff, and the City is not allowed by law to endorse the religious or non-religious beliefs or views of such speaker. Persons in attendance at the City Commission meeting are invited to stand during the opening invocation and to stand and recite the Pledge of Allegiance. However, such invitation shall not be construed as a demand, order, or any other type of command. No person in attendance at the meeting shall be required to participate in any opening invocation that is offered or to participate in the Pledge of Allegiance. You may remain seated within the City Commission Chambers or exit the City Commission Chambers and return upon completion of the opening invocation and/or Pledge of Allegiance if you do not wish to participate in or witness the opening invocation and/or the recitation of the Pledge of Allegiance. (Reference Resolution 15-04)

	Those needing assistance to participate in any of these proceedings should contact the City Clerk's Office at least 48 hours in advance of the meeting (407) 656-4111 x2254.		Help for the hearing impaired is available through the Assistive Listening System. Receivers can be obtained at the meeting from the Information Technology Department (407) 656-4111 x5455.

THE CITY OF WINTER GARDEN

CITY COMMISSION AGENDA ITEM

From: Laura Zielonka, Finance Director

Via: Michael Bollhoefer, City Manager

Date: September 4, 2015 **Meeting Dates:** September 10, 2015
September 24, 2015

Subject: Fiscal Year 2015/2016 Proposed Budget and Final Budget Hearing.

Issue: Please find attached the Fiscal Year 2015/2016 Proposed Budget for your review.

The budget will be discussed at the following meetings:

Thursday, September 10, 2015, at 6:30 p.m.-The first budget hearing will be the first item on the agenda.

Thursday, September 24, 2015, at 6:30 p.m.-The second budget hearing will be the first item on the agenda.

The following Ordinances are presented in summary for your consideration and approval:

ORDINANCE 15-66

AN ORDINANCE LEVYING TAX UPON ALL TAXABLE PROPERTY WITHIN THE CITY OF WINTER GARDEN, FLORIDA, FOR THE TAX YEAR BEGINNING ON OCTOBER 1, 2015, AND ENDING ON SEPTEMBER 30, 2016

SECTION 1: The City Commission of the City of Winter Garden hereby adopts, establishes and levies a millage rate for ad valorem taxation of real and tangible personal property within the City of Winter Garden for the Fiscal Year beginning October 1, 2015, and ending on September 30, 2016, at the rate of 4.2500 mills ($4.2500 for every $1,000 of assessed valuation) upon the

assessed valuation of property within the corporate limits of the City of Winter Garden, Florida. This millage rate is greater than the rolled back rate of 3.9621 mills by 7.27 percent.

ORDINANCE 15-67

AN ORDINANCE APPROPRIATING AND ALLOCATING ALL REVENUE AND FUNDS OF THE CITY OF WINTER GARDEN, FLORIDA, FOR THE TAX YEAR BEGINNING ON OCTOBER 1, 2015, AND ENDING ON SEPTEMBER 30, 2016

WHEREAS, it is anticipated that there will be available for use and disbursement from the general funds of said City, revenue in the following amounts:

Collection of Ad Valorem	$10,006,888
Revenue other than Ad Valorem	20,827,080
TOTAL REVENUES	$30,833,968
Appropriations from Fund Balance	10,043
TOTAL AVAILABLE FOR EXPENDITURES	$30,844,011

ORDINANCE 15-68

AN ORDINANCE APPROPRIATING AND ALLOCATING ALL REVENUE AND FUNDS OF THE COMMUNITY REDEVELOPMENT AGENCY (CRA) OF THE CITY OF WINTER GARDEN, FLORIDA, FOR THE TAX YEAR BEGINNING ON OCTOBER 1, 2015, AND ENDING ON SEPTEMBER 30, 2016

WHEREAS, it is anticipated that there will be available for use and disbursement from the CRA funds of said City, revenue in the following amounts:

Collection of Ad Valorem	$ 335,361
Revenue other than Ad Valorem	349,940
TOTAL REVENUES	$ 685,301
Appropriations from Fund Balance	983,125
TOTAL AVAILABLE FOR EXPENDITURES	$1,668,426

ORDINANCE 15-69

AN ORDINANCE OF THE CITY COMMISSION OF THE CITY OF WINTER GARDEN, AUTHORIZING THE APPROPRIATIONS OF CITY FUNDS FOR FISCAL YEAR 2015-16 IN ACCORDANCE WITH ARTICLE 3 SECTION 30 (5) OF THE CITY CHARTER OF THE CITY OF WINTER GARDEN, FLORIDA, AND FLORIDA STATUTE 166.241 FOR THE PURPOSE OF FULFILLING THE FINANCIAL OBLIGATIONS OF THE CITY

Recommended Action: Motion to approve ordinances 15-66, 15-67, 15-68 and 15-69 with the second hearing on September 24, 2015.

ORDINANCE 15-66

AN ORDINANCE LEVYING TAX UPON ALL TAXABLE PROPERTY WITHIN THE CITY OF WINTER GARDEN, FLORIDA, FOR THE TAX YEAR BEGINNING ON OCTOBER 1, 2015, AND ENDING ON SEPTEMBER 30, 2016

WHEREAS, in order to provide the revenue necessary for the operation of the City for its Fiscal Year beginning October 1, 2015, and ending September 30, 2016, the City Commission of the City of Winter Garden has determined the rate of ad valorem tax levy that must be assessed for the year 2015; and

WHEREAS, the provisions of Chapter 200 of the Florida Statutes prescribing the method of fixing millage has been complied with.

NOW, THEREFORE, BE IT ENACTED BY THE CITY OF WINTER GARDEN, FLORIDA:

SECTION 1: The City Commission of the City of Winter Garden hereby adopts, establishes and levies a millage rate for ad valorem taxation of real and tangible personal property within the City of Winter Garden for the Fiscal Year beginning October 1, 2015, and ending on September 30, 2016, at the rate of 4.2500 mills ($4.2500 for every $1,000 of assessed valuation) upon the assessed valuation of property within the corporate limits of the City of Winter Garden, Florida. This millage rate is greater than the rolled back rate of 3.9621 mills by 7.27 percent.

SECTION 2: All Ordinances or parts of Ordinances in conflict herewith are hereby repealed.

SECTION 3: Should any portion of this Ordinance be held invalid, then such portions as are not declared to be invalid shall remain in full force and effect.

SECTION 4: This Ordinance shall become effective immediately upon its becoming a law.

READ FIRST TIME AND PUBLIC HEARING HELD: _____

READ SECOND TIME AND PUBLIC HEARING HELD: _____

APPROVED:

_____
Mayor/Commissioner John Rees

ATTEST:

_____
Kathy Golden, City Clerk

ORDINANCE 15-67

AN ORDINANCE APPROPRIATING AND ALLOCATING ALL REVENUE AND FUNDS OF THE CITY OF WINTER GARDEN, FLORIDA, FOR THE TAX YEAR BEGINNING ON OCTOBER 1, 2015, AND ENDING ON SEPTEMBER 30, 2016

WHEREAS, the amount necessary as determined by the City Commission of the City of Winter Garden, Florida, to defray the actual operating requirements of the municipal government of said City for the Tax Collection Year which begins October 1, 2015, and which ends on September 30, 2016, is the sum of $30,844,011; and

WHEREAS, tax levy on all taxable real and tangible personal property within said City is necessary to be made in the total amount of 4.2500 mills ($4.2500 for every $1,000 of assessed valuation) to be allocated to the General Fund; and

WHEREAS, it is anticipated that there will be available for use and disbursement from the general funds of said City, revenue in the following amounts:

Collection of Ad Valorem	$10,006,888
Revenue other than Ad Valorem	20,827,080
TOTAL REVENUES	$30,833,968
Appropriations from Fund Balance	10,043
TOTAL AVAILABLE FOR EXPENDITURES	$30,844,011

BE IT ENACTED BY THE CITY OF WINTER GARDEN, FLORIDA:

SECTION 1: That the sum of $30,844,011 and such portion thereof as may be realized from the collection of the remainder of current taxes and other anticipated revenue is hereby allocated and appropriated to the General Fund of said City.

SECTION 2: All Ordinances and parts of Ordinances in conflict herewith are hereby repealed.

SECTION 3: Should any portion of this Ordinance be held invalid, then such portions as are not declared to be invalid shall remain in full force and effect.

SECTION 4: This Ordinance shall become effective immediately upon its becoming a law.

READ FIRST TIME AND PUBLIC HEARING HELD: _____

READ SECOND TIME AND PUBLIC HEARING HELD: _____

APPROVED:

_____
Mayor/Commissioner John Rees

ATTEST:

_____
Kathy Golden, City Clerk

ORDINANCE 15-68

AN ORDINANCE APPROPRIATING AND ALLOCATING ALL REVENUE AND FUNDS OF THE COMMUNITY REDEVELOPMENT AGENCY (CRA) OF THE CITY OF WINTER GARDEN, FLORIDA, FOR THE TAX YEAR BEGINNING ON OCTOBER 1, 2015, AND ENDING ON SEPTEMBER 30, 2016

WHEREAS, the amount necessary as determined by the City Commission of the City of Winter Garden, Florida to defray the actual operating requirements and appropriations to Fund Balance of the CRA of said City for the Tax Collection Year which begins October 1, 2015, and which ends on September 30, 2016, is the sum of $1,668,426; and

WHEREAS, tax levy on all taxable real and tangible personal property within said CRA in excess of the base year 1991 taxable value of $23,063,944 is necessary to be allocated to the CRA for Area I; and

WHEREAS, tax levy on all taxable real and tangible personal property within said CRA in excess of the base year 1996 taxable value of $548,114 is necessary to be allocated to the CRA for Area II; and

WHEREAS, it is anticipated that there will be available for use and disbursement from the CRA funds of said City, revenue in the following amounts:

Collection of Ad Valorem	$ 335,361
Revenue other than Ad Valorem	349,940
TOTAL REVENUES	$ 685,301
Appropriations from Fund Balance	983,125
TOTAL AVAILABLE FOR EXPENDITURES	$1,668,426

BE IT ENACTED BY THE CITY OF WINTER GARDEN, FLORIDA:

SECTION 1: That the sum of $1,668,426 and such portion thereof as may be realized from the collection of the remainder of current taxes and other anticipated revenue is hereby allocated and appropriated to the CRA of said City.

SECTION 2: All Ordinances and parts of Ordinances in conflict herewith are hereby repealed.

SECTION 3: Should any portion of this Ordinance be held invalid, then such portions as are not declared to be invalid shall remain in full force and effect.

SECTION 4: This Ordinance shall become effective immediately upon its becoming a law.

READ FIRST TIME AND PUBLIC HEARING HELD: _____

READ SECOND TIME AND PUBLIC HEARING HELD: _____

APPROVED:

_____
Mayor/Commissioner John Rees

ATTEST:

_____
Kathy Golden, City Clerk

ORDINANCE 15-69

AN ORDINANCE OF THE CITY COMMISSION OF THE CITY OF WINTER GARDEN, AUTHORIZING THE APPROPRIATIONS OF CITY FUNDS FOR FISCAL YEAR 2015-16 IN ACCORDANCE WITH ARTICLE 3 SECTION 30 (5) OF THE CITY CHARTER OF THE CITY OF WINTER GARDEN, FLORIDA, AND FLORIDA STATUTE 166.241 FOR THE PURPOSE OF FULFILLING THE FINANCIAL OBLIGATIONS OF THE CITY

WHEREAS, the City Manager of the City of Winter Garden, Florida, has submitted an estimate of the expenditures necessary to carry on the City government for the Fiscal Year beginning October 1, 2015, and ending September 30, 2016; and

WHEREAS, the estimated revenues to be received by the City during said period from ad valorem taxes and other sources has been submitted to the City Commission; and

WHEREAS, all applicable legal requirements pertaining to public notices and hearings have been satisfied within specified deadlines and prior to final adoption of this Ordinance; and

WHEREAS, the City Commission has examined and carefully considered the proposed budget;

NOW, THEREFORE, BE IT ENACTED BY THE CITY COMMISSION OF THE CITY OF WINTER GARDEN, FLORIDA, AS FOLLOWS:

SECTION 1. Authority. The City Commission of the City of Winter Garden has the authority to adopt this Ordinance pursuant to Article VIII of the Constitution of the State of Florida and Florida Statutes Chapters 166 and 200.

SECTION 2. Adoption of Final Budget. Attached hereto as Exhibit "A" and incorporated herein by reference is the final budget for the City of Winter Garden for the Fiscal Year beginning October 1, 2015, and ending September 30, 2016, said final budget being hereby confirmed, adopted and approved in all respects by the City Commission of the City of Winter Garden.

SECTION 3. Appropriations. There are hereby expressly appropriated out of anticipated revenues all funds and monies necessary to meet the appropriations stipulated by and in said final budget.

SECTION 4. Severability. If any section, subsection, sentence, clause, phrase or portion of this Ordinance is for any reason held invalid or unconstitutional by any court of competent jurisdiction, such portion shall be deemed a separate, distinct and independent provision and such holding shall not affect the validity of the remaining portion hereto.

SECTION 5. <u>Effective Date</u>. This Ordinance shall become effective immediately upon it becoming a law.

READ FIRST TIME AND PUBLIC HEARING HELD: _____

READ SECOND TIME AND PUBLIC HEARING HELD: _____

APPROVED:

CITY OF WINTER GARDEN, FLORIDA

_____
Commissioner Kent W. Makin

_____
Mayor/Commissioner John Rees

_____
Commissioner James R. Buchanan

_____
Commissioner Robert M. Olszewski

_____
Commissioner Colin P. Sharman

ATTEST:

_____
Kathy Golden, City Clerk

City of Winter Garden

Fiscal Year 2015/2016
Proposed Budget

First Hearing
September 10, 2015

Second Hearing
September 24, 2015

WINTER GARDEN

CITY OF WINTER GARDEN
Fiscal Year 2015/2016
Proposed Budget

JOHN REES
Mayor

KENT W. MAKIN
Commissioner, District 1

JAMES R. BUCHANAN
Commissioner, District 2
Mayor Pro Tem

ROBERT M. OLSZEWSKI
Commissioner, District 3

COLIN P. SHARMAN
Commissioner, District 4

MICHAEL L. BOLLHOEFER
City Manager

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BUDGET MESSAGE

CITY OF WINTER GARDEN

OFFICE OF THE CITY MANAGER
300 W. PLANT STREET
WINTER GARDEN, FL 34787
TEL: (407) 656-4111 • FAX (407) 656-1073

September 10, 2015

To the Honorable Mayor, Members of the City
Commission, and the Citizens of the
City of Winter Garden, Florida:

In accordance with Article III of the City Charter, I am pleased to present for your consideration the recommended balanced budget for fiscal year 2015/2016. This document presents the recommended expenditures for operations and for capital improvements for the upcoming fiscal year.

As the economy continues to strengthen, our citizens and local businesses are making positive economic gains. Local unemployment has fallen from 6.2 percent in 2013 to less than 5 percent today. Building permits are being issued at a quicker pace and new developments are picking up. We have funded the budget to ensure robust economic development and strong public safety, and to meet the continued need for infrastructure improvements and high quality services to the residents, businesses and visitors of the City.

The General Fund budget for FY 2015/16 totals $30,844,011. The most significant revenue source in the General Fund budget is ad valorem taxes in the amount of $10,006,888 which is based on the current millage rate of 4.250. The budget reflects no change to the millage rate, even though the current rate is maintained, ad valorem property tax revenue will increase by approximately $1,033,761 as a result of the 12% increase in Winter Garden's property values. The Utility Tax and Franchise Fees are estimated to increase by approximately $176k. Total projected General Fund Revenues for Fiscal Year 2015/16 are projected to increase by 9.7% from FY 2014/15. The General Fund budgeted expenditures include additional funding to public safety by adding four new police sergeants and a new crime scene supervisor. As a result, the City's proposed revenues balance the proposed expenditures and the City's General Fund reserves will remain flat. The projected unassigned fund balance at the end of fiscal year 2016 is $7,305,365, bringing unassigned fund balance to 24.7% of expenditures, which is below the target minimum of 30%.

We continue to maintain a conservative approach to fiscal management by controlling costs without compromising the services that add value and serve the City well. The following are brief highlights and changes that are included in the proposed budget.

General Fund Revenues

Ad Valorem [property] taxes, which comprise 32.5% of budgeted General Fund revenues, are projected to increase by $1,033,761, or 11.5% as a result of an increase in property values. Local Government Half-Cent Sales Tax and State Revenue Sharing revenues represent 25% of budgeted General Fund revenues, with the Half-Cent Sales Tax Revenue projected to increase $533,962 or 9.73% and State Shared Revenues projected to increase $186,453 or 13.45%. Utility Franchise Fees and Taxes have been budgeted at a 3.2% increase, or $176,090 from last year. These revenues comprise 18% of budgeted general fund revenue. The Communications Service Tax, 3.9% of budgeted General Fund revenue, is projected to decrease by -9.2% due to the new legislative action to reduce communication service tax.

Citywide Staffing/Salaries and Benefits

On the personnel side, there is a 3% cost-of-living/merit increase budgeted for FY 2016.

Health insurance costs are budgeted to increase by 6% over the FY2015 costs. The City will continue to pay 50% of the cost for dependent coverage and 100% of employee only coverage through December 2016 if the employee meets all of the points criteria. City employees pay between 0-15% of the cost for health insurance dependent upon meeting certain criteria in the City's Wellness Program. Approximately 43% of our employees have some type of dependent coverage. The City provides basic life and long-term disability coverage at no cost to the employee.

On a percent of pay basis, the City's pension contribution rates will decrease from 14.91% to 10.49% for the General Employee Plan and decrease from 14.61% to 13.80% for the Fire and Police Plan.

General Government

The General Government includes the Legislative, City Clerk, Executive and Economic Development departments. The Legislative budget will decrease 6.5% for fiscal year 2015/16 due to the fact that it is not an election year which decreases elections expense line, the City Clerk budget has an increase of 2.4% in fiscal year 2015/16. The Executive and Economic Development budgets have a slight increase of 2.6% from fiscal year 2014/2015. General Government also includes Administrative Services and Finance Services departments that primarily provide services that support the operations of other City Departments and as such is heavily personnel oriented. The Fiscal Management budget will remain relatively flat for fiscal year 2015/16 with an increase of 1.5%. The Human Resources budget will increase by 3% over 2014/2015 budget. Information Technology has increased by $260k, or 29%. This increase is a combination of increasing costs for software maintenance and fully funding the IT staff. A new Mechanic I position has been proposed to be added to the Fleet Management Division which increases the budget by 18% over 2014/2015 budget. Facilities Maintenance has increased by 6% due to the increase in janitorial services and elevator maintenance services costs.

Public Safety

The City continues to provide the best Public Safety services to its citizens and residents. Protecting our residents and visitors are government functions that our citizens depend upon every day. The Public Safety services comprise of 52% of the General Fund Budget. The FY 2015/16 budget proposes to add 4 new police sergeants and a new crime scene supervisor. The

Police Department budget will increase by 9.9% this year to fund the new positions. The Fire Department budget will increase by 3.9% from fiscal year 2014/2015.

Community Development

The Community Development Department budget increased by 14.2% due to the funding of a new senior plans examiner that was approved in 2015 interim budget and a new customer service representative position proposed for FY2016 in Building Inspections.

Parks and Recreation

The Parks and Recreation budget is increased by 14.2% primarily for capital expenditures. Included in the capital request is the Tucker Ranch Heritage Park phase I for $550K which will fund the completion of the entry road and Avalon road turn lane, the survey for layout and establishment of the trail routes, the canoe and kayak launch area access, continuation of removal of invasive plant material and also fund the addition of utilities to service and perp the area for bathrooms at the Tucker Ranch Park. A second Tucker Ranch capital request that is included for $225k is for the Tucker Ranch Farm, this is dependent on receiving a matching grant.

Public Services

The Public Services department is budgeted to increase by 20.8% from the FY 2014/2015 budget due primarily to capital expenditures. The Trail Enhancement project is budgeted for $400k in accordance to the agreement for the 50/50 matching Florida Recreation Trails grant. This expenditure is dependent on grant award and commission approval.

Special Revenue Funds

The CRA Fund is budgeted to increase by 163% due to the payment of the Parking Garage debt service.

Enterprise Funds

The Utility Department operating budget will decrease -4% from amended 2014/15 budget. The Stormwater Fund budget will decrease by -19% due to Stormwater Capital Improvement Projects that were budgeted in FY2014/2015. The Solid Waste budget will increase by 14% to purchase two new automated new side-load trucks. Trailer City's budget will decrease from 2014/2015 budget by -9% due to a decrease in capital projects budgeted in FY2016.

In conclusion, the City is in sound financial condition. We continue to maintain a low debt burden and a responsible level of fund balances. This budget serves the citizens of the community well by providing the funds necessary to maintain and improve the City's infrastructure, ensure qualified and responsive fire and police protection, and provide those amenities that define our community.

Respectfully submitted,

Michael L. Bollhoefer
City Manager

GOVERNMENT FINANCE OFFICERS ASSOCIATION

Distinguished Budget Presentation Award

PRESENTED TO

City of Winter Garden

Florida

For the Fiscal Year Beginning

October 1, 2014

Executive Director

CITY OVERVIEW

CITY ORGANIZATIONAL CHART

—

CITY PROFILE

—

CITY STRATEGIC PLAN

—

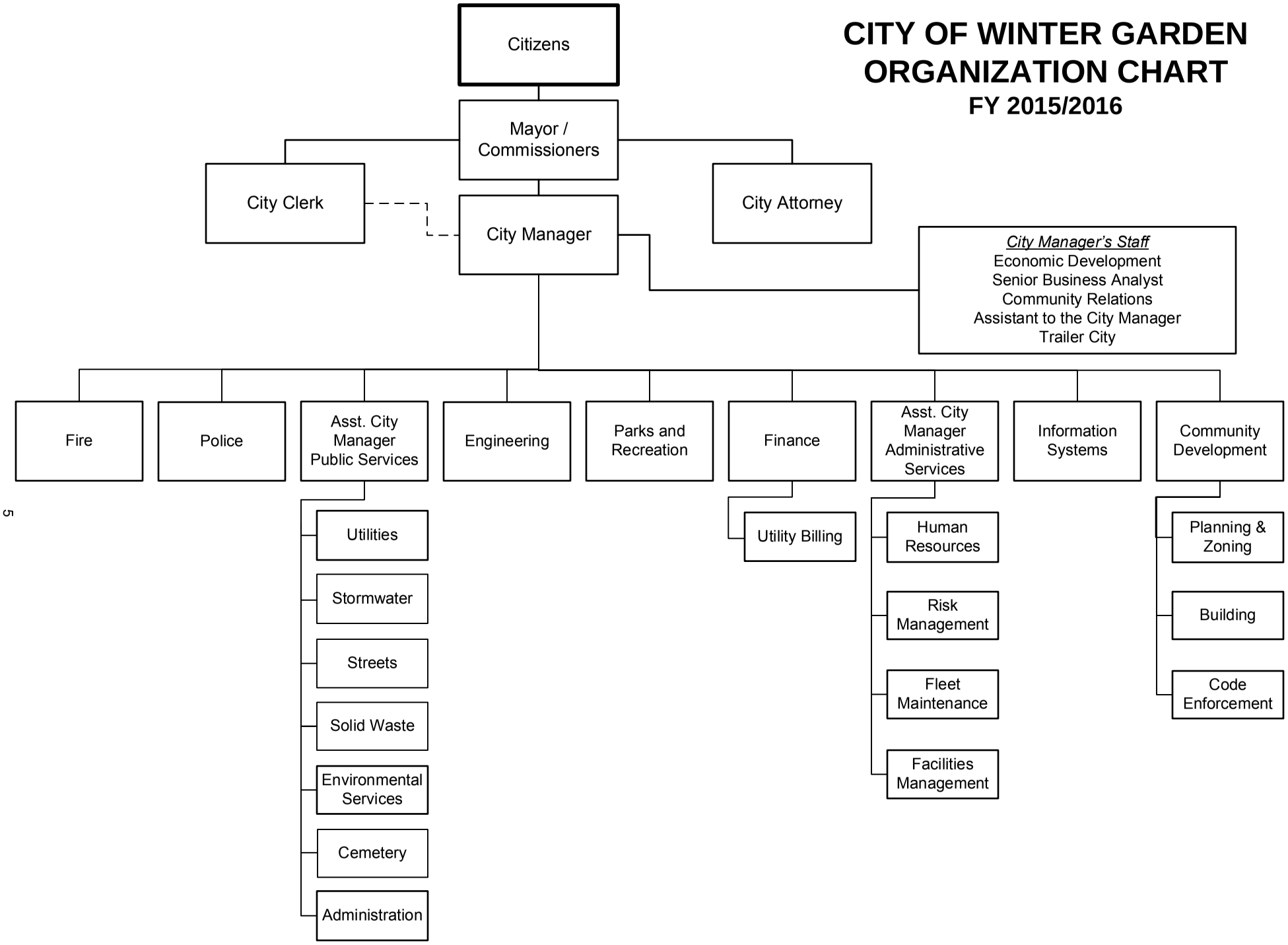
FY2016 DEPARTMENTAL GOALS OVERVIEW

—

LONG-RANGE PLANNING GOALS

CITY OF WINTER GARDEN ORGANIZATION CHART

FY 2015/2016



Rev. 7/29/2015

WINTER GARDEN

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City Profile

The City of Winter Garden, Florida is situated on the south shore of Lake Apopka, and is located 20 minutes west of Orlando. This former citrus town is home to over 40,000 residents and 1,600 businesses. The City of Winter Garden is a desirable place to live and a local gathering place for residents within Central Florida offering a diversity of housing and entertainment options. Winter Garden is known for its warm charm, great schools, one of the lowest millage rates in Orange County, while providing a superior quality of life. From bungalows to art-deco, antebellum to modern, architectural styles are abound in Winter Garden. It is a place for growing families and businesses. Ranked as one of the fastest growing suburbs by Forbes.com, Winter Garden is much more than just another bedroom community.

The historic downtown, listed on the National Registry of Historic Places, is a favorite destination for West Orange residents and those traveling the award-winning West Orange Trail, which will soon be part of the 250 mile Coast to Coast Trail. Over a million people use this trail every year.

Winter Garden's proximity to Orlando and the theme parks has made it an ideal spot for growth. Winter Garden has grown to become the commercial and cultural capital of West Orange County with regional amenities such as the Garden Theatre, several Museums, a new Art Center and the Downtown Pavilion, which is home to the Winter Garden Farmers Market. The weekly farmers market was voted the best of its size in America.

People can browse indie shops on Plant Street or drive a few miles south to the Winter Garden Village at Fowler Groves, a 1.5 million square foot open air center situated on 175 acres. The largest of its kind in Central Florida, Winter Garden Village draws shoppers from all of West Orange County in addition to providing convenient shopping for local residents with its mix of big-box and specialty shops, financial institutions, and more than 20 eateries.

Winter Garden is known for its many recreational amenities, historical assets and special events that make it a great place to live, learn and play.

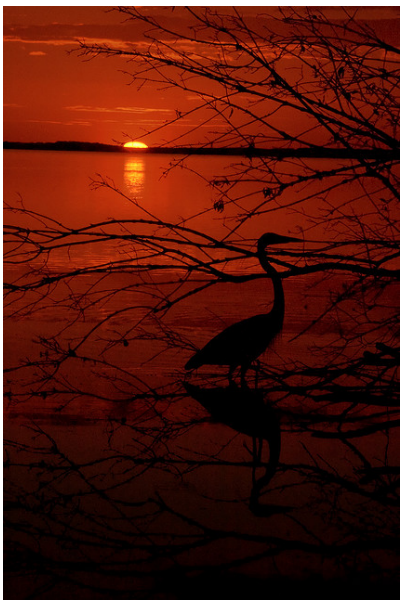
City History

The City of Winter Garden was incorporated in 1908 and is located in Orange County, Florida. As with most communities founded in the early 1900's of rural Florida, Winter Garden's economy relied heavily on agriculture. A year-round growing season and fertile soil enabled the production of fruits and vegetables; rail provided direct transportation routes to northern markets; and local orange groves were Florida's gold.

In the 1980s, the groves suffered a great freeze and the citrus community was dying. The city's leaders were smart in their planning to grow the city and start economic development. They anticipated that two toll roads – State Road 429 and S.R. 408 would kick-start development in Winter Garden, which sits 14 miles west of Orlando and is just a short drive to Disney. In the 1990's the city created a special tax district to boost revenue in order to redevelop and revitalize its downtown with a plan to merge old and new. In 2003, the city bought the Garden Theatre, which was built in 1935 but had been used most recently as a garage for tractors. The restored venue is a big hit, hosting live, local

productions and an annual film festival with international entries. The new City Hall, built in 2008, has an art deco façade that resembles a stylish train station from the 1930's.

The city officials understand that you have to constantly reinvest in the city in order for it to grow and be a community where citizens want to live and visit. In 2011, the city built a Splash Park adjacent to the Downtown Pavilion to create an outdoor play area for families. The city also purchased Tucker Ranch, a 209-acre property on the west side of Avalon Road, boasting an impressive oak hammock. The ranch will be developed into a regional park with trails, camping, a 15-acre working farm and access to John's Lake for canoeing.



Numerous events occur each year in the Winter Garden Historic Downtown District including charitable benefits, art festivals, music festivals, holiday events and more. Newtown Park, on the shore of Lake Apopka, hosts a fireworks show on the Fourth of July. Newton Park is also a great location to enjoy a sunset over Lake Apopka. The annual Spring Fever in the Garden event, sponsored by the Bloom N Grow Society, is one of the most popular annual events. There are also ongoing downtown events in addition to the weekly Farmers Market, including a monthly Cruz-N-Car Show, and on most Fridays, you can catch a local musical performer at the Centennial Gazebo.

Today, Winter Garden is referred to as a modern-day Mayberry USA by residents, and as a Florida destination. At the same time, it attracts new business and quality development/redevelopment. The community's connection to its roots is felt throughout

the year. The City's downtown historic district provides a vibrant community of art studios and live theatre, bicycle stores and flower shops, and a wide range of restaurants that flank the West Orange Trail.

The City's short term goal is to be the best little city in the state of Florida. Its long term goal is to be the best little City in the United States of America.

Local Economy

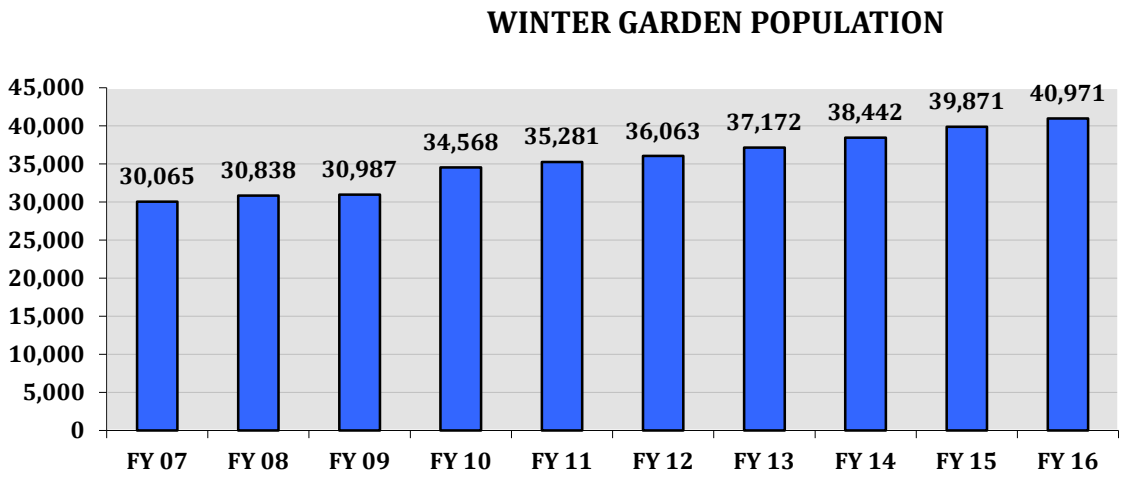
There are positive signs that the national and local economies are on the path of economic recovery. The City's economic environment is heavily influenced by the economy of Orlando and the Central Florida area. The unemployment rate for Orange County was 5.6 percent in 2014 which is down from 6.2 percent in 2013, and is expected to decrease in the near-term. Major industries located in Central Florida include the tourism industry, as well as digital media, software and hardware, and medical industries.

City of Winter Garden, Florida
Demographic and Economic Statistics
Last Ten Fiscal Years

	Population[1]		Personal Income[2]		Labor Force (Countywide)[3]			
Fiscal Year	City of Winter Garden	Orange County	City of Winter Garden Annual Income	Per Capita	Civilian Labor Force	Employed	Unemployed	Unemployment Rate[4]
2014	38,442	1,227,995	$1,398,802,547	$ 36,387	681,320	643,006	38,314	5.6
2013	37,172	1,202,978	1,351,239,372	36,351	649,312	608,781	40,531	6.2
2012	36,063	1,172,493	1,304,398,710	36,170	637,823	584,475	53,348	8.4
2011	35,281	1,157,342	1,269,763,190	35,990	609,366	547,964	61,402	10.1
2010	34,568	1,145,956	1,206,976,288	34,916	609,900	537,799	72,101	11.8
2009	30,987	1,108,882	1,036,856,007	33,461	604,165	535,531	68,634	11.4
2008	30,838	1,114,979	1,113,745,208	36,116	612,686	573,838	38,848	6.3
2007	30,065	1,105,603	1,075,244,660	35,764	601,260	578,008	23,252	3.9
2006	28,440	1,079,524	991,560,600	34,865	586,102	568,257	17,845	3.0
2005	24,610	1,043,437	805,411,470	32,727	560,375	540,809	19,566	3.5

[1]Source: University of Florida, Bureau of Economic and Business Research
[2]Source: University of Florida, Bureau of Economic and Business Research (2005-2011), 2014 estimated.
Note: Personal income information is only available for Orange County [not City specific].
[3]Source: Florida Agency for Workforce Innovation
[4]Countywide

The City of Winter Garden is primarily residential which makes housing statistics and forecasts an integral element of municipal revenue estimates and projections. The City continues to carefully monitor the marketplace seeking information from all available resources to make responsible and timely fiscal decisions. Population estimates based on the University of Florida's Bureau of Economic and Business Research place Winter Garden's population at 39,871 in 2015, representing a 15% increase from 2010 and a 62% increase from 2005.



During the 2015 fiscal year, the city expanded by 19 new commercial properties, 55 townhomes and 435 single family homes. Some of the new residential projects include Oakland Park, Lake Cove Point, Bradford Creek, Johns Lake Point, Black Lake Reserve, Waterside on Johns Lake, Cypress Reserve, Avalon Reserve, Alexander Ridge, Oak Trail, Walkers Grove and Hickory Hammock.

The Florida Hospital of Winter Garden began construction during FY 2015 and is expected to open January 2016. It is located on a 54 acre property adjacent to the Winter Garden Village to allow for a hospital and ancillary uses, emergency department, and medically related professional and business offices, clinics, and laboratories. It is anticipated that construction will be complete in phases over the next four to seven years. It is believed that this project will be a significant positive for our local economy through both the construction phase and after completion in providing superior healthcare for our citizens into the future.

The Plant Street Market, home to the Crooked Can Brewery, opened in March 2015. The market is aimed at attracting a variety of culinary artisans selling everything from fresh roasted coffee to handmade chocolates.

The City continues to strategically invest in the downtown historic center to help stimulate the local economy and invest in the city's infrastructure to continue improving the property values. The Orlando Solar Bears hockey team is building a recreation center on the opposite side of downtown, where the city is planning a new business park with the City of Ocoee. The city officials and staff believe that this gateway will evolve into a major employment and activity center that will take our community to the next level. Other upcoming new projects include the planning of the new SoBo Art & Design District and the Dillard Street Redesign and Beautification Planning is underway. The City was awarded a CDBG grant in the amount of $750K to renovate the dilapidated properties within the City, this project started in FY2015 and is moving forward full-steam. On July 23, 2015, the City Commission approved the Downtown Parking Garage contract to design/build a three story two level parking garage in down town Winter Garden. The garage is set to start construction in April 2016 and is scheduled to be complete August 2016.

City Government

The City has a commission/manager form of government with a Mayor and four Commissioners elected as the governing body. The Commission is responsible, for among other things, passing ordinances and resolutions, adopting the budget, authorizing indebtedness, appointing advisory boards, and hiring the City Manager, City Clerk, Attorney, and Auditor. The City Manager is responsible for carrying out the policies and ordinances of the Commission, for overseeing the day-to-day operations of the City, and for appointing the heads of departments. The Commission is elected on a non-partisan basis. Commission members serve three-year staggered terms, with the Mayor and one Commissioner elected every three years and the other three Commissioners elected the following year. The Commissioners are elected by district, and the Mayor is elected at large.

The City provides a full range of services, including police and fire protection; the construction and maintenance of streets, sidewalks, and other infrastructure; planning, community, and economic development; cemetery management and maintenance; code enforcement and building inspections; parks maintenance; and recreational activities and cultural events. In addition, the City operates four enterprises: water and sewer service, solid waste collection service, stormwater service, and management of the City owned mobile home park.

The Commission embarked upon an aggressive strategy, in recent years, making Winter Garden an ideal place to grow families as well as businesses.

City Strategic Plan

Strategic Model & Framework

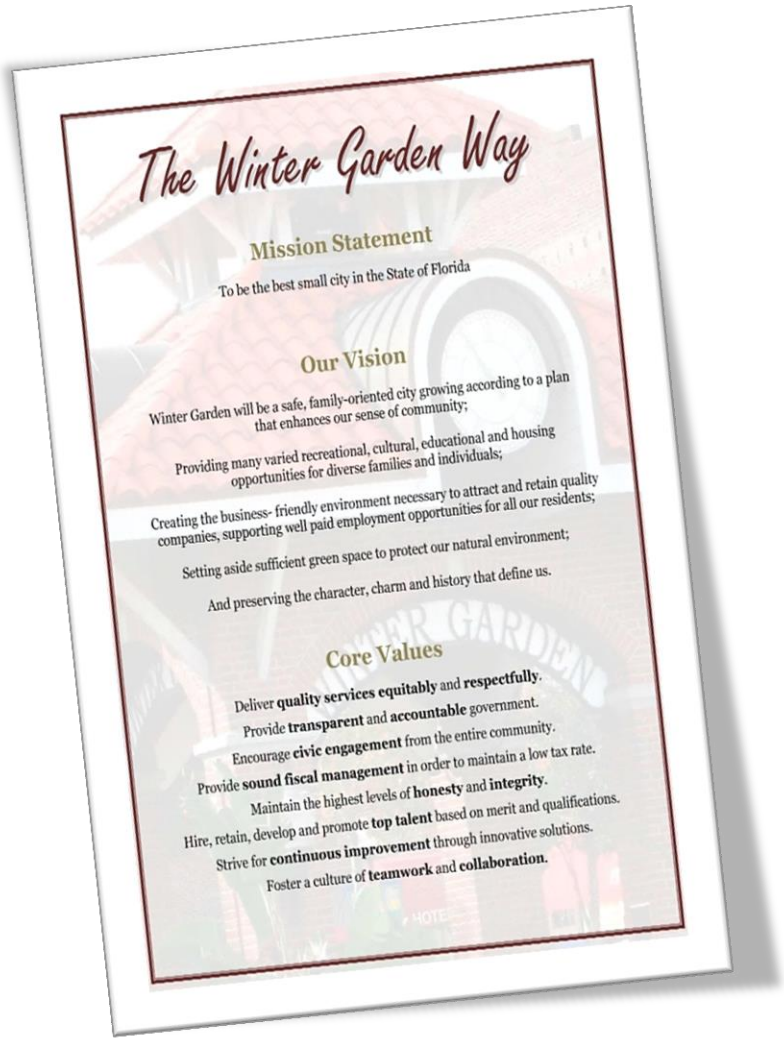
In 2009, the City of Winter Garden engaged in an effort to develop a strategic direction and structure that would offer a more disciplined approach when aligning citizen-driven priorities with business goals and day-to-day service activities. The result was the adoption of a strategic performance management framework that enables effective management decisions that are properly congruent with the targeted desirable outcomes of the community. With ongoing inputs and feedback from the citizens of Winter Garden, this framework ensures a systematic cycle of accountability and ultimately validates the City's broader mission and vision propositions in terms of performance benchmarks and operational accomplishments.

The strategic model is characterized by the pyramid illustrated. It outlines the up and down relationship flow of how the City translates the culmination of mission, vision, core values and strategic priorities into actionable initiatives which result in business plans and operating plans at the department level. Strategic priorities are typically 10-20 years in focus, business plans are 2-5 years in focus and operating plans are 1-2 years in focus. The annual execution of the broader long-term strategies occurs

at the operating level through daily service activities and is validated against stretched performance targets or benchmarks. There are three levels to this model which begins with the *long-term directional level*, followed by the *intermediate business planning level* and then the *short-term operating planning level*. The City's mission and vision propositions should always drive the operational activities and these activities should also in turn relate back to the mission and vision propositions.

Mission, Vision and Core Values

The Winter Garden Way is the City's directional map and foundational philosophy that provides both a narrative and picture of what the desired outcome of success will look like for citizens and residents. It is, therefore, citizen-inspired and fully reflects the expectations of the community based on feedback inputs from the citizen survey, focus groups, stakeholder interviews and town hall meetings. The mission to be *the best small city in the State of Florida* is bold and ambitious, but it sets the tone for leadership, service and performance excellence throughout the City. The vision elements highlight and convey the tangible essence of the City's destination profile and further define the targeted landmarks of accomplishments. Finally, the City's core values outline the key guiding principles that function as the driving force towards the mission promoting the highest standard for professional and ethical behavior.


The Winter Garden Way

Mission Statement

To be the best small city in the State of Florida

Our Vision

Winter Garden will be a safe, family-oriented city growing according to a plan that enhances our sense of community;

Providing many varied recreational, cultural, educational and housing opportunities for diverse families and individuals;

Creating the business- friendly environment necessary to attract and retain quality companies, supporting well paid employment opportunities for all our residents;

Setting aside sufficient green space to protect our natural environment;

And preserving the character, charm and history that define us.

Core Values

Deliver **quality services equitably** and **respectfully**.

Provide **transparent** and **accountable** government.

Encourage **civic engagement** from the entire community.

Provide **sound fiscal management** in order to maintain a low tax rate.

Maintain the highest levels of **honesty** and **integrity**.

Hire, retain, develop and promote **top talent** based on merit and qualifications.

Strive for **continuous improvement** through innovative solutions.

Foster a culture of **teamwork** and **collaboration**.

City Strategic Priorities

The long-term strategic priorities are the bridges that connect *The Winter Garden Way* to each Department's business and operating plans, such that, the strategic priorities become both a compass and a way of life throughout all service areas. The departmental business plans for the upcoming year are featured in detail in this budget document and can be found in the department operating section.

Along with the *Winter Garden Way*, there are also *nine* primary strategic priorities that were carefully determined from an analysis of various community stakeholders. This included feedback from the citizen survey, resident focus groups, business leader interviews, elected official interviews, a town hall meeting as well as a planning workshop. The goals are not in any particular order since each goal is felt to be equally important to the quality of life in Winter Garden. Accompanying each priority is a list of *target areas* to address as well as the *key initiatives* for achieving them. Below is a list of the City's nine strategic priorities:

- Mobility
- Safe Community
- Thriving Economy
- Sense of Community
- Natural Environment
- Attractive Community
- Recreation, Arts and Culture
- Education and Learning Opportunities
- Quality Services and Infrastructure

In addition to the nine priorities listed above, the City's *eight* core values identified in *The Garden Way also* serve as secondary priority areas for departments, particularly, the internal services areas that have indirect service contact with citizens. Due to the nature of such departments, for instance Finance, that mostly provide support services to other major service areas, some core values were more of a natural fit for the department's core functions, and thus, made the use of the City's core values suitable as a secondary strategic priority. For example, one of the Finance Department's main strategic focuses uses the core value, "Provide sound fiscal management" to help concentrate efforts on more diligent budget controls. It is, therefore, likely to see the City's core values being used as strategic priorities for some department business plans and in some rare instances a combination thereof.

FY2016 Departmental Strategic Priorities & Goals

The City of Winter Garden is committed to offering the best services to its citizens and local businesses. As part of our annual budget process, each department is tasked with setting performance management goals for their respective areas that are aligned with the previously identified City strategic priorities, targets and key initiatives. Below is a summary of the FY 2016 department goals aligned by the City's primary and secondary strategic priorities. The detailed departmental business plans with department goals and objectives, key performance indicators and past year results as well as targets are located in the department operating sections of this budget document.

STRATEGIC PRIORITIES & GOALS

ENSURE A SAFE COMMUNITY

Aim police presence at property and personal crimes to ensure residents feel safe in all parts of Winter Garden, day or night.

FIRE & RESCUE

Protection and preservation of life and property

POLICE

Increase sense of safety throughout downtown and all residential communities

ENCOURAGE A THRIVING COMMUNITY

Encourage a sustainable thriving economy that maintains a prosperous downtown and good jobs for people with different skills.

COMMUNITY DEVELOPMENT

Expedient plan review process that ensures high quality development throughout the City

Speedy and quality turnaround service during plan review, permitting and inspection processes

Annex unincorporated enclaves to ensure efficient, consistent and cost effective services for all residents

ECONOMIC DEVELOPMENT

Provide a business-friendly environment that creates desirable and successful businesses

Foster entrepreneurship and empower business start-ups to bolster commerce

Encourage a vibrant Downtown, which in turn creates a thriving City

PROTECT THE SENSE OF COMMUNITY

Protect the history and small town character of Winter Garden to preserve its sense of community.

COMMUNITY RELATIONS

Provide an improved sense of community inclusion

PROVIDE AN ATTRACTIVE COMMUNITY

Keep the City and its gateway corridors attractive and clean.

COMMUNITY DEVELOPMENT

Improve and preserve the aesthetics throughout the City

PARKS & RECREATION

Develop and sustain beautiful park, pedestrian and landscape areas

PUBLIC SERVICES: Wastewater, Stormwater & Streets

Keep the City corridors attractive and clean

PROVIDE SOUND FISCAL MANAGEMENT

Preserve the trust of our citizens through smart, accountable and disciplined management of the City's fiscal affairs.

FIRE & RESCUE

Improve control of Fire Department's operating cost

FISCAL MANAGEMENT

Submit balanced budget within appropriate parameters to maintain low tax rates

HUMAN RESOURCES

Reduce healthcare costs to the City

PUBLIC SERVICES: Administration

Provide alternative funding for City capital improvement projects

PRESERVE THE NATURAL ENVIRONMENT

Protect the natural environment and enhance green spaces.

COMMUNITY DEVELOPMENT

Protect natural land areas throughout the City

FACILITIES MANAGEMENT

Improve sustainability program to make the City more green-friendly

PARKS & RECREATION

Rehab, restore and protect passive green space throughout the City

PUBLIC SERVICES: Administration

More environmentally friendly City focused on reducing ground water withdrawals

PUBLIC SERVICES: Solid Waste

Improve the natural environment through increased recycling awareness

Reduce the amount of solid waste going into the landfill

PUBLIC SERVICES: Environmental Services

Protect groundwater resources through water conservation

PUBLIC SERVICES: Wastewater, Stormwater Collection & Streets

Reduce pollution in Lake Apopka through cleaner streets and storm water systems

PROVIDE RECREATION, ARTS & CULTURE

Provide facilities and programs for recreation, arts and culture that help to keep residents and visitors active and healthy.

PARKS & RECREATION

Provide a variety of quality parks, facilities, recreational and cultural experiences

SUPPORT PUBLIC EDUCATION & LEARNING OPPORTUNITIES

Support elevating the quality of K-12 public education and broaden opportunities for advanced adult learning.

COMMUNITY RELATIONS

Continue partnering with local schools

RECRUIT AND DEVELOP TOP TALENT

Maximize productivity by acquiring and retaining talent that best matches the City's organizational needs.

HUMAN RESOURCES

Recruit and select high quality candidates for all positions

Increase development opportunities for City employees

Improve productivity of workforce

MAINTAIN QUALITY SERVICES & INFRASTRUCTURE

Maintain a network of high quality services and infrastructure for all parts of Winter Garden.

ENGINEERING

Ensure timely and within budget completion of all planned CIP projects annually

Proactively safeguard engineering design standards throughout the City

PUBLIC SERVICES: Wastewater, Stormwater Collection & Streets

Prolong the service life of the City's infrastructure

Reduce citizen storm water complaints

PUBLIC SERVICES: Water/Reclaimed Distribution & Streets

Maintain optimal water pressure levels and minimize water service interruptions for residents

PUBLIC SERVICES: Environmental Services

Reduce Fats, Oils and Grease from the wastewater stream through industrial pretreatment public education

PUBLIC SERVICES: Administration

Reduce flooding incidents from adverse weather conditions

PUBLIC SERVICES: Wastewater & Reclaimed Water

Improve odor control at wastewater treatment facility

PUBLIC SERVICES: Water Treatment & Pumping

Raise consumer confidence in the City's drinking water

Compliance with Consumptive Use Permit

IMPROVE AND MAINTAIN MOBILITY

Create and maintain a network of highways, roads, paths and transportation alternatives that make uncongested links to all parts of Winter Garden.

COMMUNITY DEVELOPMENT

Improve and facilitate safe bicycle, pedestrian, and vehicle mobility throughout the City

PUBLIC SERVICES: Water/Reclaimed Distribution & Streets

Improve pedestrian infrastructure, bicycle and automobile transportation

DELIVER QUALITY SERVICES EQUITABLY & RESPECTFULLY

Ensure the highest level of service excellence in all situations for all stakeholders.

CITY CLERK

Provide requested records in the least amount of time as possible

FACILITIES MANAGEMENT

Provide "best in class" customer service by completing PM work orders timely & effectively

Ensure high quality janitorial services throughout the City

FISCAL MANAGEMENT

Deliver service excellence to all internal customers

FLEET MANAGEMENT

Ensure longevity of City vehicles to maximize economies of scale

INFORMATION TECHNOLOGY

Enable City staff to be more productive in how services are delivered to the community

Ensure accuracy and usefulness of the City's web content

High performing hardware and software systems that enable productivity and service delivery

COMMUNITY RELATIONS

Deliver excellent customer service to all citizens & residents

HUMAN RESOURCES

Achieve a productive and safe workplace

Deliver service excellence to all internal customers

UTILITY BILLING

Provide a responsive and consistent Utility Billing service experience

COMMUNITY DEVELOPMENT

Provide excellent customer service to all citizens & residents

FOSTER A CULTURE OF TEAMWORK AND COLLABORATION

Cultivate a productive environment that inspires valued and high performing employees.

ALL DEPARTMENTS

Promote a high performing organization

BUDGET HIGHLIGHTS

FY 2016 BUDGET HIGHLIGHTS

—

FUND BALANCES

—

BUDGET POLICY, PROCESS, & PREPARATION

—

BUDGET CALENDAR

—

METHOD OF BUDGETING

—

SUMMARY OF REVENUES, EXPENDITURES AND FUND BALANCE

FY 2015/16 BUDGET HIGHLIGHTS

For the 2015-2016 fiscal year, all signs point to the continued positive economic gains in Winter Garden. The estimated increase in citywide property values for the upcoming budget year is 12% which follows the prior year increase of 10%. Rising taxable property values are a result of the improving real estate market, as well as $101 million in new construction that occurred last year in the South-West area of the city. Along with the growth in building permits and property values, employment opportunities are also on the rise. The unemployment rate fell below 5% this year which is a significant improvement from the 11% unemployment rate 5 years ago.

With the improvement in the economy, and particularly as more development occurs, we will see a greater demand for government services, from increased safety needs, to an increased use of our roads for work and leisure. The budget addresses these priorities by positioning resources to meet the demand in various areas, such as permit review, roadway maintenance and public safety. All of these economic indicators and the increased demand for government services and infrastructure that come with them have been taken into account in the development of this budget. The proposed budget is balanced and delivers all of the superior services our citizens have come to expect without increasing taxes.

Based on available economic data and the City Commissioners priorities, the Fiscal Year 2015/16 Revenue and Expenditure/Expense budgets were prepared using the following guidelines:

- No tax rate increase. The citywide millage rate remained at 4.250 mills.
- 3.0% cost-of-living/merit increase for all employees
- 6.0% increase in city-paid health insurance premiums
- New positions only based on demand requirements.

Revenues

Total budgeted revenues for the General Fund are projected to be $30.78 million, which is approximately $2 million (9%) more than budgeted revenues in FY2015. Most of the City's major revenue sources are experiencing positive growth due to the improving economy. The proposed budget for the citywide property tax revenue is approximately $10 million. This revenue source, benefiting from the new construction and the improving existing real estate market, is about $1 million more than the current budget. These funds will be used for an array of services and infrastructure improvements including law enforcement, road maintenance, and parks and recreation programs.

The budget for certain revenues funded by the State, including the local government half-cent sales tax, was prepared based on estimates provided by the Florida Office of Economic Development and Research. These revenues may be revised during FY 2015-16 based on updated projections or economic changes. Sales tax revenue continues to increase and is budgeted at $6 million, which is 10% more than the current year budget. This continuous increase in the revenue sources is a major reason why the city has been able to continue to maintain and increase the level of service its citizens receive without raising tax rates.

Expenditures/Expenses

Though revenues are increasing this year, the demand for resources still outweigh the availability of funding. The City of Winter Garden provides a wide variety of services to its residents, businesses and visitors. The levels of service have been established over time through City Commission, citizen and staff input and with the goal to preserve a superior quality of service to make us the best city to live, learn and play. This year's budget allocates resources to public safety, critical capital and infrastructure projects, and continues to invest in our staff. City services are only as reliable as the people, equipment, and infrastructure that deliver them.

An improving economy with a lower unemployment rate translates to more people on the roads, more people building homes, and more people requiring various government services. To accommodate the resulting demand, this budget includes adding 7 new positions and funding 1 frozen position. These new positions will be deployed to meet the service needs in areas such as building inspections, police protection, information technology and fleet maintenance services.

Like most service organizations, the single largest component of the City's budget is personnel costs. The total personnel costs for the General Fund are projected to be approximately $19 million. Recognizing that our employees are our greatest asset, it is important that we continue to be able to recruit and retain quality, talented staff. This budget recommends a Cost of Living increase of 3%. Healthcare costs continue to rise nationwide and fiscal year 2016 is expected to continue to increase. This budget proposes to increase the city paid portion of the health insurance premiums by 6%.

As for operating expenditures, departments were requested to submit a reduced budget, after adjustments for salaries and capital expenditures, in an effort to operate within revenues estimated to increase marginally.

Capital Budgeting

The City maintains a Capital Improvement Program (CIP), which covers a five-year period and is updated annually. The Finance Department determines the amount of funds available for capital projects. Proposed projects are prioritized and the available funds are allocated accordingly. The balanced budget has been developed with the budget goals and previous year's Capital Improvement Plan in mind. The 2016-2020 Capital Improvement Projects were budgeted according to prioritized needs and funds availability. The detailed listing of projects by fund is located in the 5-Year Capital Improvement Plan. Departments were requested to provide thorough justifications for all capital equipment needs. Special attention was given to heavy

equipment by looking at creative alternatives such as leasing, contract services, and equipment sharing.

Fund Balance

Section 166.241 of Florida Statutes requires budgets to be balanced, meaning total revenues must equal total estimated expenditures for each fund. Therefore, if anticipated revenues equal estimated expenditures, it can be assumed that the beginning fund balance will be maintained. Fund balance may be used as a source of revenue if there is an imbalance between revenues and expenditures. Since reserves are created over time, drawing down on reserves should be done in measured amounts and for specific purposes. Structural imbalances (revenue insufficient to support ongoing expenditure requirements) cannot be sustained through the use of reserves and must be appropriately addressed.

A major indicator of the City's fiscal health is the reserve balance maintained in the General Fund. The Government Finance Officers Association (GFOA) recommends maintaining an unrestricted fund balance in the General Fund of no less than two months of regular general fund operating revenues or regular general fund operating expenditures, for all general-purpose governments, regardless of size. The City's target is 30 percent of expenditures.

The following table contains a list of major governmental City funds and nonmajor governmental funds in the aggregate that have a fund balance, the expected draw on or addition to fund balance in the current year, and the use of or addition to fund balance in the proposed budget. Balances shown represent total fund balance less nonspendable amounts. The amount shown as "Expected Change FY2014/2015" is the budgeted use of fund balance since this fiscal year is still underway at the time of publication. There is no expectation that final year-end results will necessitate a draw greater than the amount in the schedule and it is quite possible, in some instances, that the required draw will be less than what is shown.

Spendable Fund Balance Status

Fund	Fund Balances 09/30/2014	Expected Change FY 14/15	Estimated Balance 09/30/2015	Budgeted Change FY 15/16	Projected Balance 09/30/2016	Percent Change FY 15/16
General Fund	$ 8,235,384	$ (930,019)	$ 7,305,365	$ 0	$ 7,305,365	0.0%
Community Redevelopment Agency	429,031	558,738	987,769	(983,130)	4,639	-99.5%
Impact Fee	16,192,125	(4,907,823)	11,284,302	789,427	12,073,729	7.0%
Nonmajor Governmental	1,120,043	(893,065)	226,978	(209,146)	17,832	(92.1%)
Total Governmental Funds	$25,976,583	$(6,172,169)	$19,804,414	$(402,849)	$19,401,565	-2.0%

OVERVIEW OF THE BUDGET PROCESS

A. BUDGET GUIDES

The City's budget process is conducted within the framework of the Finance Department's fiscal policies, financial forecasts and financial trends. The budget documents serve four fundamental purposes:

Policy Document:
The budget documents contain information that allows the City Commission an opportunity to review policies and goals that address long-term concerns and issues of the City and evaluate City services.

Operations Guide:
The budget describes activities, services and functions carried out through departmental goals and objectives and continuation of performance indicators. The document includes departmental business plans and organizational layouts for the City.

Financial Plan:
The budget presents the City's fiscal resources through a process of needs analysis, service delivery priorities and contingency planning. The document includes the current and long-term debt obligations, and a 5-Year Capital Improvement Plan.

Communications Device:
The budget seeks to communicate summary information, including an overview of significant budgetary issues and trends, to aid the reader in interpreting the documents. It describes the process for preparing, reviewing and adopting the budget for the fiscal year. The document has

been drafted with the goal of providing information that will be valuable and understandable to the average reader.

The City Commission has adopted a number of policies that are designed to guide the budget preparation. The powers and responsibilities of the Commission and the City staff are listed below.

Powers of Commission

Except as otherwise provided in the Charter, all powers of the City and the determination of all matters of policy are vested in the City Commission.

Without limitation of the foregoing, the City Commission has the power to:

(1) Be the judge of the election and qualification of its own members;

(2) Authorize the issuance of bonds; revenue certificates, and other evidence of indebtedness;

(3) Adopt and modify the official map of the city;

(4) Provide for an independent audit;

(5) Pass ordinances and laws for the preservation of the public peace and order, and impose penalties for the violation thereof; provided that the maximum penalty to be imposed shall be a fine of not more than five hundred dollars ($500.00) or imprisonment for a period of time not longer than sixty (60) days;

(6) Deal with any property of the city, both real or personal, or mixed in any manner the Commission may see fit to do in accordance with the general powers of the City;

(7) Provide rules and regulations for all purchases and sales made for and on behalf of the City;

(8) Appoint, remove, and fix the compensation of the City Manager, City Attorney, City Auditor, City Clerk, and a Certified Public Accountant to perform the annual audit;

(9) Appoint advisory boards to serve without compensation;

(10) Establish by ordinance, the conditions upon which subdivisions and other areas may be annexed by the City;

(11) Exercise any right of authority given or permitted by the Constitution and the laws of the State of Florida to city commissions consistent with or in addition to the provisions of the revised Charter;

(12) By order of the City Commission, those officers listed in paragraph (8) above who are indicted for a felony will be suspended from office, without pay, until acquitted and the office filled by appointment for the period of suspension. By order of the City Manager, any other municipal officer or employee indicted for a felony will be suspended from office, without pay, until acquitted and the office filled as hereinbefore provided for the period of suspension.

Responsibilities of City Commission

(1) To be responsive to and represent the wishes of the citizens;

(2) To establish goals and priorities through approval of objectives, plans, and budgets;

(3) To consider, evaluate and establish laws, policies, regulations and procedures.

The Role of the Staff to the City Commission

(1) To implement the goals of the City Commission;

(2) To suggest objectives, plans, and budgets for approval by the City Commission consistent with approved goals;

(3) To implement City Commission approved objectives, plans and budgets;

(4) To provide the City Commission with adequate, competent information and professional recommendations upon which the Commission may rely in making decisions and to refrain from criticism of those decisions once made;

(5) To manage the day-to-day affairs of City government;

(6) To suggest to the Commission new laws, regulations, and policies or modifications to existing ones.

Fiscal Policy Statement

The City has an important responsibility to its citizens to correctly account for public funds, to manage municipal finances wisely, and to plan for adequate funding of services desired by the public. With the change in federal policies toward local government and the rate of growth in our area, the City needs to ensure that it is capable of adequately funding and providing local government services needed by the community.

Sound fiscal policies that are realistic and consistent provide useful guidance for the long-term programming of services and facilities. They also provide a set of assumptions under which budget and tax decisions should be made. While established for the best management of governmental resources, generally accepted fiscal policy also helps set the parameters for government's role in the broader economy of the community.

The development of the budget is guided by the following laws and objectives:

- The budget must be balanced for all funds. Total anticipated revenues must equal total estimated expenditures for each fund. (Section 166.241 of Florida Statutes requires that all budgets be balanced).
- The City will not levy ad valorem taxes against real and tangible property in excess of 10 mills with the exception of voted levies. (Section 200.081 of Florida Statutes places this millage limitation on all Florida municipalities).
- The City will budget 96 percent of anticipated gross ad valorem proceeds to provide an allowance for discounts for early payment of taxes. (Section 200.065 of Florida Statutes states that each taxing authority shall utilize not less than 95 percent of the taxable value.)
- All operating funds are subject to the annual budget process and reflected in the budget document.

- The enterprise operations of the City are to be self-supporting meaning current revenues will cover current expenditures including debt service.
- The City will coordinate development of the capital improvement budget with the development of the annual operating budget. Each capital improvement project is reviewed for its impact on the operating budget in terms of revenue generation, additional personnel required and additional operating expenses.
- The guideline and goal for the General Fund fund balance is to have 30% reserves in case of emergencies.

B. BUDGET ADOPTION AND MODIFICATION

The City Commission annually adopts, by ordinance, a balanced budget for all funds of the City, whereby budgeted revenues equal budgeted appropriations within each fund. Budgetary authority is legally maintained at the fund level. Amendments to the adopted budget can occur at any time during the fiscal year through action of the City Commission or the City Manager in the following manner:

1. Budget Amendments: Fund revenue and expenditure amounts may be increased or decreased by formal action of the City Commission following proper public notice as specified in Chapter 129.03(a) of the Florida Statutes. Amendments to adopted budgets normally result from either: (a) the desire to recognize an unanticipated excess amount of an anticipated revenue; or (b) the unanticipated decrease of an anticipated revenue. The purpose of the amendment process is to adjust fund amounts to reflect the level of revenues reasonably anticipated to be received and to balance expenditures to these revenues in accordance with state law and sound fiscal practices.

2. Budget Transfers: Operating unit budgets may be amended by formal transfer action. Budget transfers, which are intrafund in nature, may be approved by the

City Manager. A record of such intrafund transfers is maintained by the Finance Department. Budget transfers, which are interfund or involve fund reserve distributions, must be reviewed and formally approved by the City Commission prior to execution.

Additions to approved positions during the budget year require City Commission review and approval. As previously delegated by the City Commission, personnel reclassifications may be approved by the City Manager.

During the fiscal year, the Finance Department coordinates an interim budget review process. All departments review revenue and expenditures to-date. A budget amendment is prepared for the City Commission to formally adopt any mid-year amendments. The formal interim budget adjustment has proven to be an effective process for the City in ensuring needs are being continually met and the operational and capital improvement plans are adequate.

C. BUDGET PREPARATION

In May the Finance Department develops a fiscal model to project revenues and expenditures for the next fiscal year. This model provides the City with a clear vision of the level of financial control needed to develop upcoming fiscal year budgets. Based on the model's results, target expense levels for FY 2015/16 were provided to operating divisions. Those divisions were challenged to maximize services while maintaining a budget within the City's fiscal capacity.

During the FY 2015/16 budget cycle, the Finance Department made available to each department a budget manual and access to the financial accounting software so that each department's budget could be entered into the system to compare to last fiscal year actual and current fiscal year-to-date figures. This provided a helpful tool to the departments to determine a realistic budget.

Another effort to streamline the budget process included developing and presenting capital improvement budgets simultaneously with operating budgets. This provided a clear picture of the impact of capital improvements on operating budgets. It also allowed divisions to concentrate on putting a realistic business plan together for the upcoming fiscal year.

Expenditure levels to be recommended to the City Commission are determined in department meetings with the City Manager. These meetings provide each department director with the opportunity to discuss his or her budget and the programs it provides. A Commission workshop in August provides a forum for finalizing spending plans, the proposed millage rate, and policy issues. Copies of the proposed budget are distributed to department directors and made available for inspection by the general public prior to the final budget hearings in September.

Following Commission approval of the final spending plan, Finance Department staff will prepare the approved budget for distribution to departments and other interested parties. The budget for the upcoming year becomes effective October 1st and the spending plan, as authorized by the Commission, will be implemented throughout the fiscal year.

FY 2016 Budget Calendar for Departments

Event	Date
Budget Manual sent to Departments	May 29, 2015
Budget entry access given to Departments	May 29, 2015
Personnel request forms **due** to HR Department	June 15, 2015
Capital Improvement Project request forms **due** to Finance	June 26, 2015
Fleet Maintenance Vehicle Inspection forms due to Finance	June 26, 2015
All budget request to be entered into GMBA	June 26, 2015
Receive DR 420 Forms from Property Appraiser	July 1, 2015
CIP Committee Meetings	July 8 – 10, 2015
Finance submits preliminary budget proposal to City Manager	July 15, 2015
Commission Sets Proposed Millage Rate	July 23, 2015
FTE and Organization Charts **due** to Finance Department	July 31, 2015
Performance Measurements due to Finance Department	July 31, 2015
Send in DR 420 Forms to Property Appraiser	July 31, 2015
Budget Workshop	August 27, 2015
1st Public Hearing	Sept 10, 2015
2nd Public Hearing	Sept 24, 2015
Send in Adopted Ordinance to PA, DOR and Tax Collector	Sept 25, 2015
Complete and Deliver Form DR422 and TRIM Package	When received

D. METHOD OF BUDGETING

Budgetary Basis

The City adopts budgets for all Governmental Funds and Fiduciary Funds on a modified accrual basis. The budgets for Proprietary Funds are adopted on an accrual basis. However, depreciation expense is not budgeted, whereas expenditures for capital outlays are budgeted. These outlays are capitalized into fixed assets and eliminated from the results of operations on a Generally Accepted Accounting Principles (GAAP) basis.

Fund balance allocations (residual unappropriated liquid assets resulting from prior years' operations) are budgeted and included as revenue or expenditure/expense on a budgetary basis but are eliminated on a GAAP basis for financial reporting.

Actual expenditures for the past fiscal year, along with the original and amended budget for the current fiscal year, and a proposed budget for the upcoming fiscal year are listed for each department and division of the City. The amended budget column reflects all budget amendments approved by the City Manager or the City Commission through August 2015. The 2015/16 budget column includes recommendations for the upcoming fiscal year. These recommendations reflect expenditures proposed by the various City departments as modified by the City Manager. Detailed information on proposed capital expenditures is illustrated in both the Capital Outlay and the Five-Year Capital Improvement Plan sections of this document.

Fund Structure

To provide proper accountability for the different kinds of resources, "funds" are established. Each fund is isolated with its own resources, liabilities and residual balance. Funds with similar objectives, activities and legal restrictions are, for reporting purposes, placed in one of three groups:

Governmental Funds: Governmental Funds account for general governmental activities, such as law enforcement, which are largely supported by taxes and fees. They are accounted for on a "spending" or financial flow basis.

Governmental Funds include the following five fund types:

a. The General Fund accounts for all resources not reported in other funds. Most citywide activities are accounted for in this fund.

b. Permanent Funds account for resources that are legally restricted to the extent that only earnings, and not principal, may be used for purposes that support the government's programs (i.e., for the benefit of the government or its citizenry).

c. Special Revenue Funds account for resources received from special sources, dedicated or restricted to specific uses.

d. Debt Service Funds account for the accumulation of resources for, and the payment of, interest, principal and other costs of long-term debt.

e. Capital Project Funds account for the accumulation and use of resources for the acquisition of major buildings and other capital facilities where a specific project is designated or required.

Proprietary Funds: Proprietary Funds account for those activities which are provided on a basis consistent with private enterprise. They are accounted for on a cost of service or "capital maintenance" basis.

Proprietary Funds include the following fund type:

Enterprise Funds account for activities, such as water and wastewater services, which are similar to those provided by private enterprise and whose costs are substantially or totally recovered from user charges or from revenue sources other than general governmental revenue.

Fiduciary Funds: Fiduciary Funds account for assets belonging to others which are under City control for administration, but are not available to support the City's own programs.

Fiduciary Funds include the following fund type:

Pension Trust Funds account for resources required to be held in trust for the members and beneficiaries of defined benefit pension plans.

Accounting Structure

The accounting policies of the City of Winter Garden (the "City") conform to accounting principles generally accepted in the United States as applied to governmental units. The Governmental Accounting Standards Board (GASB) is the accepted standard setting board for establishing governmental accounting and financial reporting principles. The more significant of these accounting policies are summarized below.

1. Deposits and investments

The City's cash and cash equivalents are considered to be cash on hand, demand deposits, and short-term investments with original maturities of three months or less from the date of acquisition. The City maintains a cash and investment

pool that is utilized by all funds except those that require separate accounts. Each pooled cash fund is allocated interest on ending monthly cash balances held by the fund throughout the year.

State statutes authorize the City to invest in the State Board of Administration's (SBA) Local Government Surplus Funds Trust Fund (Florida PRIME), United States government securities, United States government agencies, federal instrumentalities, non-negotiable interest bearing time certificates of deposit, repurchase agreements, bankers' acceptances, commercial paper, state and local government taxable and tax-exempt debt, registered investment companies, and intergovernmental investment pools.

The City's investments are reported at fair value. Investments in Florida PRIME, an external 2a7-like investment pool, are stated at share price. Florida PRIME shares are based on amortized cost, which approximates fair market value. The Office of the Auditor General of the State of Florida performs the operational audit of the activities and investments of Florida PRIME.

2. Restricted assets

Certain resources of the Water and Sewer Utility Fund are classified as restricted assets on the statement of net position because their use is limited to the repayment of customer deposits, to capital projects to expand the capacity of the system, and to fund asset renewals and replacements. Certain proceeds of the

Water and Sewer Utility Fund's loan agreements, as well as certain resources set aside for their repayment, are classified as restricted assets on the statement of net position because their use is limited by applicable loan agreement covenants. These resources are set aside to subsidize potential deficiencies from the Fund's operation that could adversely affect debt service payments and to segregate resources accumulated for debt service payments over the next six months.

3. Capital assets

Capital assets, which include property, plant, equipment, and infrastructure assets (e.g., roads, bridges, sidewalks, and similar items), are reported in the applicable governmental or business-type activities columns in the government-wide financial statements. Capital assets are defined by the government as assets with an initial, individual cost of more than $1,000 and an estimated useful life in excess of two years. Such assets are recorded at historical cost or estimated historical cost if purchased or constructed. Donated capital assets are recorded at estimated fair market value at the date of donation.

The costs of normal maintenance and repairs that do not add to the value of the asset or materially extend the life of the asset are not capitalized.

Major outlays for capital assets and improvements are capitalized as projects are constructed. Interest incurred during the construction phase of capital assets of business-type activities is included as part of the capitalized value of the assets constructed.

Property, plant, and equipment of the City are depreciated using the straight line method over the following estimated useful lives:

Assets	Years
Buildings	50
Building improvements	15-25
Public domain infrastructure	25-50
System infrastructure	15-25
Vehicles	5-10
Office equipment	5
Computer equipment	5

4. Long-term obligations

In the government-wide financial statements, and proprietary fund types in the fund financial statements, long-term debt and other long-term obligations are reported as liabilities in the applicable governmental activities, business-type activities, or proprietary fund type statement of net position.

In the fund financial statements, governmental fund types report the face amount of debt issued as other financing sources.

5. Fund balances

Fund balance is divided into five classifications based primarily on the extent to which the City is bound to observe constraints imposed upon the use of the resources in the governmental funds. The classifications are as follows:

Nonspendable The nonspendable fund balance category includes amounts that cannot be spent because they are not in spendable form, or legally or contractually required to be maintained intact. The "not in spendable form" criterion includes items that are not expected to be converted to cash. It also includes the long-term amount of interfund loans.

Restricted Fund balance is reported as restricted when constraints placed on the use of resources are either externally imposed by creditors (such as through debt covenants), grantors, contributors, or laws or regulations of other governments or is imposed by law through constitutional provisions or enabling legislation. Enabling legislation authorizes the City to assess, levy, charge, or otherwise mandate payment of resources (from external resource providers) and includes a legally enforceable requirement that those resources be used only for the specific purposes stipulated in the legislation. Legal enforceability means that the City can be compelled by an external party such as citizens, public interest groups, or the judiciary to use resources created by enabling legislation only for the purposes specified by the legislation.

Committed The committed fund balance classification includes amounts that can be used only for the specific purposes imposed by formal action (ordinance) of the City Commission. Those committed amounts cannot be used for any other purpose unless the City Commission removes or changes the specified use by taking the same type of action (ordinance) it employed to previously commit those amounts. In contrast to fund balance that is restricted by enabling legislation, the committed fund balance classification may be redeployed for other purposes with appropriate due process. Constraints imposed on the use of committed amounts are imposed by the City Commission, separate from the authorization to raise the underlying revenue; therefore, compliance with these constraints are not considered to be legally enforceable. Committed fund balance also incorporates contractual obligations to the extent that existing resources in the fund have been specifically committed for use in satisfying those contractual requirements.

Assigned Amounts in the assigned fund balance classification are intended to be used by the City for specific purposes but do not meet the criteria to be classified as restricted or committed. In governmental funds other than the General Fund, assigned fund balance represents the remaining amount that is not restricted or committed. In the General Fund, assigned amounts represent intended uses established by the City Commission. The City has not adopted a formal policy to delegate this authority.

Unassigned Unassigned fund balance is the residual classification for the General Fund and includes all spendable amounts not contained in the other classifications. In other governmental funds, the unassigned classification is used only to report a deficit balance resulting from overspending for specific purposes for which amounts had been restricted, committed, or assigned.

The City applies restricted resources first when expenditures are incurred for purposes for which either restricted or unrestricted (committed, assigned, and unassigned) amounts are available. Similarly, within unrestricted fund balance, committed amounts are reduced first followed by assigned, and then unassigned amounts when expenditures are incurred for purposes for which amounts in any of the unrestricted fund balance classifications could be used.

SUMMARY OF ADOPTED BUDGETS
FISCAL YEAR 2015/2016

CLASSIFICATION	GENERAL FUND	SPECIAL REVENUE FUNDS	DEBT SERVICE FUND	CAPITAL PROJECTS FUNDS	ENTERPRISE FUNDS	FIDUCIARY FUNDS	TOTAL
CARRYFORWARD FUND BALANCE	7,739,012	10,499,595	-	-	10,479,233	58,463,737	87,181,577
REVENUES							
Ad Valorem Taxes	10,018,344	-	-	-	-	-	10,018,344
Sales, Use, and Fuel Taxes	-	1,659,012	-	-	-	-	1,659,012
Utility and Service Taxes	4,510,349	-	-	-	-	-	4,510,349
Local Business Taxes	208,276	-	-	-	-	-	208,276
Permits, Fees, & Special Assessments	4,126,276	2,728,837	-	-	2,838,748	-	9,693,861
Intergovernmental Revenue	7,759,174	372,753	-	-	-	442,734	8,574,661
Charges for Services	3,653,533	-	-	-	14,738,154	-	18,391,687
Fines and Forfeitures	115,199	13,056	-	-	-	-	128,255
Interest and Other Earnings	103,219	200,343	-	-	195,758	6,059,147	6,558,467
Miscellaneous Revenues	339,598	-	-	-	2,154,155	2,090,354	4,584,107
Total Revenues	30,833,968	4,974,001	-	-	19,926,815	8,592,235	64,327,018
NON-REVENUES							
Interfund Transfers	-	359,732	721,238	2,956,533	1,353,310	-	5,390,813
Other Non-Revenues	-	-	-	6,000,000	-	-	6,000,000
TOTAL REVENUE & OTHER FINANCING SOURCES	30,833,968	5,333,733	721,238	8,956,533	21,280,125	8,592,235	75,717,831
TOTAL ESTIMATED REVENUES & BALANCES	38,572,980	15,833,328	721,238	8,956,533	31,759,358	67,055,972	162,899,409
EXPENDITURES/EXPENSES							
General Government	4,775,436	-	-	-	-	2,662,289	7,437,725
Public Safety	16,793,795	931,648	-	-	-	-	17,725,443
Physical Environment	1,732,955	-	-	-	19,695,790	-	21,428,746
Transportation	1,751,386	1,579,372	-	8,282,672	-	-	11,613,430
Economic Environment	397,772	269,087	-	-	-	-	666,859
Human Services	144,680	-	-	-	-	-	144,680
Culture & Recreation	4,164,579	-	-	-	-	-	4,164,579
Total Expenditures/Expenses	29,760,603	2,780,107	-	8,282,672	19,695,790	2,662,289	63,181,460
NON-EXPENSE DISBURSEMENTS							
Debt Service	-	9,339	721,238	673,861	1,042,244	-	2,446,682
Interfund Transfers	1,083,408	1,435,080	-	-	1,353,310	-	3,871,798
Other Non-Expense Disbursements	-	-	-	-	-	-	-
TOTALS EXPENDITURES/EXPENSES	30,844,011	4,224,526	721,238	8,956,533	22,091,344	2,662,289	69,499,940
Reserves	7,728,970	11,608,802	-	-	9,668,014	64,393,683	93,399,468
TOTAL APPROPRIATED EXPENDITURES & RESERVES	38,572,980	15,833,328	721,238	8,956,533	31,759,358	67,055,972	162,899,409

GENERAL FUND

REVENUES

—

GENERAL GOVERNMENT

—

PUBLIC SAFETY

—

COMMUNITY DEVELOPMENT

—

PUBLIC SERVICES

—

PARKS AND RECREATION

- GENERAL FUND REVENUES -

WINTER GARDEN

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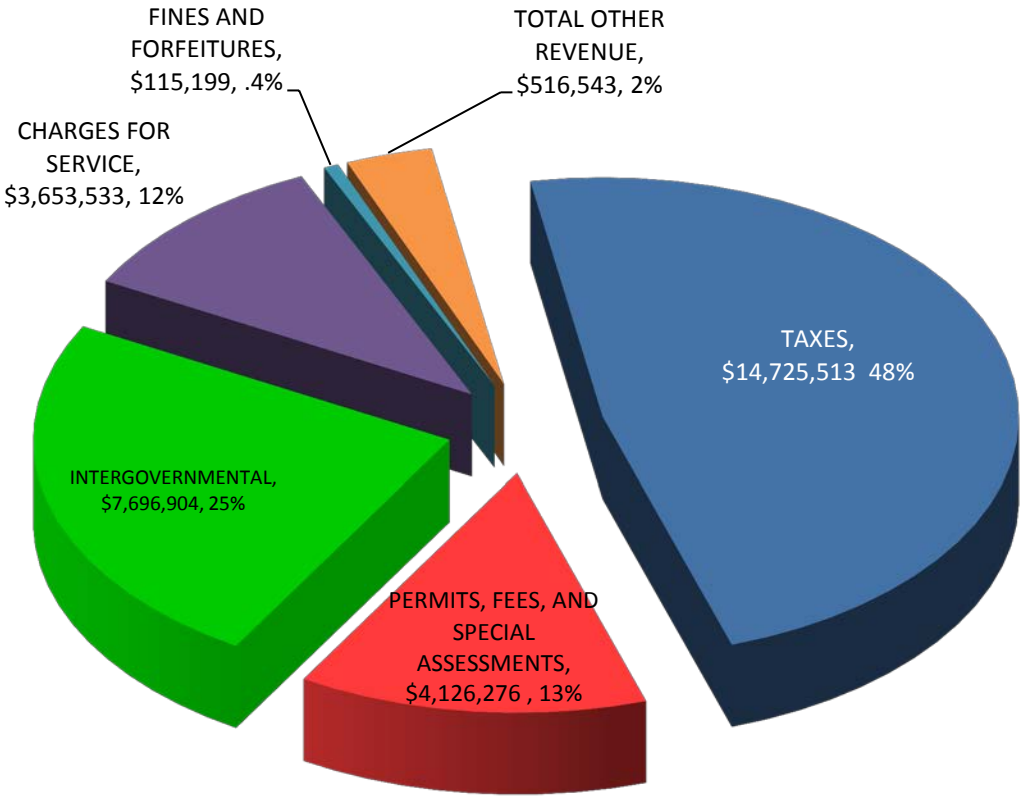
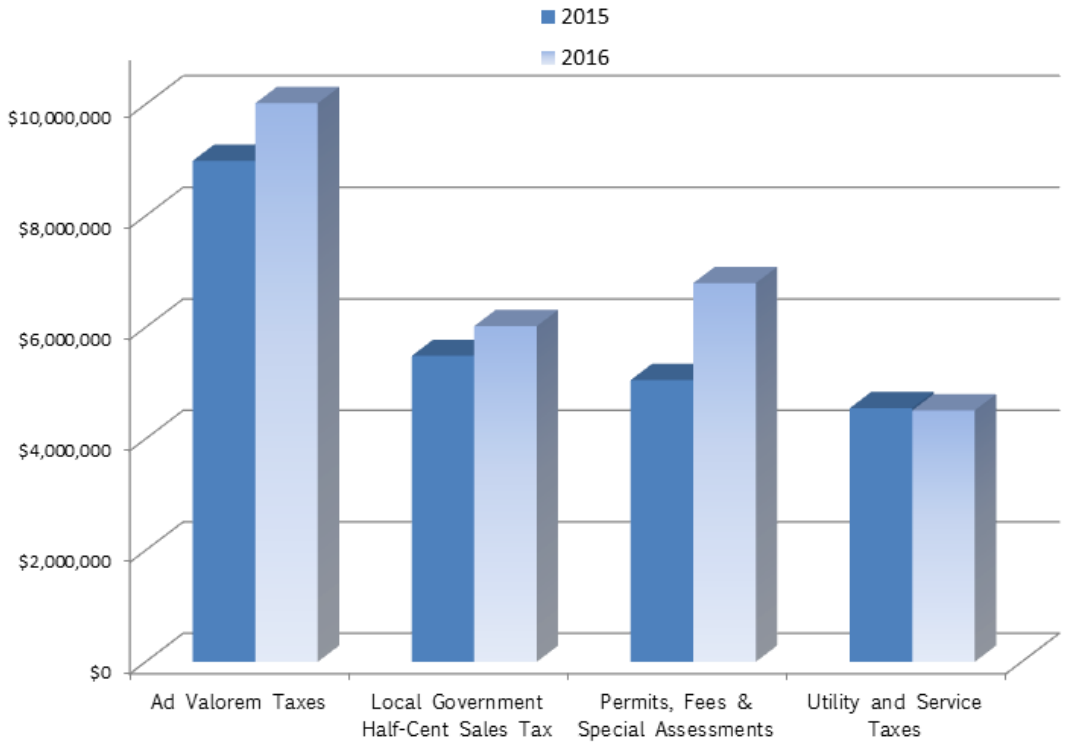
CITY OF WINTER GARDEN
FY 2015/2016 BUDGET
GENERAL FUND
REVENUES BY SOURCE



Total Taxes	$ 14,725,513
Permits, Fees, and Special Assessments	4,126,276
Intergovernmental	7,696,904
Charges for Services	3,653,533
Fines and Forfeitures	115,199
Other Revenues	516,543
Total	$30,833,968

CITY OF WINTER GARDEN
GENERAL FUND MAJOR REVENUE SOURCE COMPARISON
FY2015 BUDGET VERSUS PROPOSED FY2016 BUDGET



CITY OF WINTER GARDEN
FY 2015/2016 BUDGET
GENERAL FUND REVENUES
EXECUTIVE DEPARTMENT

		2014 ACTUAL	2015 ORIGINAL BUDGET	2015 AMENDED BUDGET	2016 PROPOSED BUDGET
001-0213-311.10-00	ADVALOREM TAXES	8,149,289	8,973,127	8,973,127	10,006,888
001-0213-311.90-00	PENALTIES AND INTEREST	15,046	12,729	12,729	11,456
	TOTAL AD VALOREM	8,164,335	8,985,856	8,985,856	10,018,344
001-0213-314.10-00	UTILITY TAX-ELECTRIC	2,995,652	2,692,085	2,692,085	2,765,316
001-0213-314.30-00	UTILITY TAX-WATER	391,466	375,802	375,802	385,104
001-0213-314.40-00	UTILITY TAX-GAS	116,446	121,719	121,719	117,147
001-0213-314.80-00	UTILITY TAX-PROPANE	50,684	46,839	46,839	51,614
	TOTAL UTILITY TAX	3,554,248	3,236,445	3,236,445	3,319,181
001-0213-315-00-00	COMMUNICATIONS SERVICE TAX	1,291,136	1,311,187	1,311,187	1,191,168
	TOTAL SERVICE TAX	1,291,136	1,311,187	1,311,187	1,191,168
001-0213-323.10-00	FRANCHISE FEES-ELECTRIC	2,280,203	2,073,207	2,073,207	2,165,041
001-0213-323.40-00	FRANCHISE FEES-GAS	119,256	122,130	122,130	123,650
001-0213-325.20-00	WESTSIDE TOWNHOMES	18,033	18,089	18,089	18,089
001-0213-325.30-00	LAKE COVE POINT	5,838	2,400	2,400	2,400
	TOTAL PERMITS, FEES AND SPECIAL ASSESSEMENTS	2,423,330	2,215,826	2,215,826	2,309,180
001-0213-335-12.00	STATE REVENUE PROCEEDS	1,400,135	1,386,167	1,386,167	1,572,620
001-0213-335.14-00	MOBILE HOME LICENSES	42,489	41,824	41,824	41,764
001-0213-335.15-00	ALCOHOLIC BEVERAGE LICENSES	16,420	16,014	16,014	16,632
001-0213-335.18-00	LOCAL GOVT HALF-CENT SALES TAX	5,209,592	5,486,274	5,486,274	6,020,236
001-0213-338.20-00	COUNTY OCCUPATIONAL LICENSES	46,725	45,652	45,652	45,652
	TOTAL INTERGOVERNMENTAL	6,715,361	6,975,931	6,975,931	7,696,904
001-0213-341.30-01	LIEN SEARCH FEES	23,415	18,940	18,940	24,848
001-0213-341.90-01	INTERFUND MANAGEMENT FEES	735,147	737,986	737,986	865,674
001-0213-341.90-02	OCPS COLLECTION ALLOWANCE	60,734	39,858	39,858	39,128
001-0213-341.91-00	FILING FEES	444	600	600	696
	TOTAL CHARGES FOR SERVICES	819,740	797,384	797,384	930,346
001-0213-361.10-00	INTEREST	108,297	93,153	93,153	102,567
001-0213-361.13-00	INTEREST-ORANGE COUNTY TAX COLL	683	541	541	652
001-0213-361.30-00	NET INCR(DECR) IN FAIR VAL OF INVST	(64,364)	-	-	-
	TOTAL INTEREST AND OTHER EARNINGS	44,616	93,694	93,694	103,219
001-0213-362.11-00	BUILDING LEASES	94,656	89,451	89,451	45,280
001-0213-369.90-00	OTHER MISCELLANEOUS REVENUES	13,140	3,132	3,132	6,276
001-0213-399.99-99	USE OF FUND BALANCE	-	-	930,019	-
	TOTAL MISCELLANEOUS REVENUES	107,834	92,583	1,022,602	51,556
001-0215-381.00-00	INTERFUND TRANSFER	125,000	-	-	-
	TOTAL OTHER SOURCES	125,000	-	-	-
TOTAL EXECUTIVE DEPARTMENT		**23,245,600**	**23,708,906**	**24,638,925**	**25,619,898**

CITY OF WINTER GARDEN
FY 2015/2016 BUDGET
GENERAL FUND REVENUES
FINANCE DEPARTMENT

		2014 ACTUAL	2015 ORIGINAL BUDGET	2015 AMENDED BUDGET	2016 PROPOSED BUDGET
UTILITY BILLING DIVISION					
001-0223-341.90-01	INTERFUND MANAGEMENT FEES	577,048	534,831	534,831	536,288
	TOTAL CHARGES FOR SERVICES	577,048	534,831	534,831	536,288
TOTAL FINANCE DEPARTMENT		**577,048**	**534,831**	**534,831**	**536,288**

CITY OF WINTER GARDEN
FY 2015/2016 BUDGET
GENERAL FUND REVENUES
ADMINISTRATIVE SERVICES DEPARTMENT

		2014 ACTUAL	2015 ORIGINAL BUDGET	2015 AMENDED BUDGET	2016 PROPOSED BUDGET
INFORMATION TECHNOLOGY DIVISION					
001-0225-341.90-01	INTERFUND MANAGEMENT FEES	113,929	107,341	107,341	110,319
	TOTAL CHARGES FOR SERVICES	113,929	107,341	107,341	110,319
001-0225-365.00-00	SALE OF SURPLUS MATERIALS/SCRAP	-	3,761	3,761	1,026
001-0225-369.90-00	OTHER MISCELLANEOUS REVS	-	43	43	-
	TOTAL MISCELLANEOUS REVENUES	-	3,804	3,804	1,026
TOTAL INFORMATION TECHNOLOGY DIVISION		**113,929**	**111,145**	**111,145**	**111,345**
FACILITIES MANAGEMENT DIVISION					
001-0746-341.90-01	INTERFUND MANAGEMENT FEES	98,240	118,818	118,818	123,332
	TOTAL CHARGES FOR SERVICE	98,240	118,818	118,818	123,332
001-0746-364.00-00	DISPOSITION OF FIXED ASSETS	-	735	735	735
	TOTAL MISCELLANEOUS REVENUES	-	735	735	735
TOTAL FACILITIES MANAGEMENT DIVISION		**98,240**	**119,553**	**119,553**	**124,067**
FLEET MANAGEMENT DIVISION					
001-0747-341.90-01	INTERFUND MANAGEMENT FEES	238,626	206,485	206,485	252,374
	TOTAL CHARGES FOR SERVICE	238,626	206,485	206,485	252,374
001-0747-364.00-00	DISPOSITION OF FIXED ASSETS	16,324	3,681	3,681	3,681
001-0747-365.00-00	SALE/SURPL MATERIAL/SCRAP	345	502	502	502
	TOTAL MISCELLANEOUS REVENUES	16,669	4,183	4,183	4,183
TOTAL FLEET MANAGEMENT DIVISION		**255,295**	**210,668**	**210,668**	**256,557**
TOTAL ADMINISTRATIVE SERVICES DEPARTMENT		**467,464**	**441,366**	**441,366**	**491,969**

CITY OF WINTER GARDEN
FY 2015/2016 BUDGET
GENERAL FUND REVENUES
COMMUNITY DEVELOPMENT DEPARTMENT

		2014 ACTUAL	2015 ORIGINAL BUDGET	2015 AMENDED BUDGET	2016 PROPOSED BUDGET
PLANNING DIVISION					
001-0315-329.01-00	ARHPB REVIEW FEES	-	700	700	700
001-0315-329.02-00	PLAN REVIEW FEES	51,634	9,500	44,830	9,500
001-0315-329.05-00	PLAT REVIEW FEES	20,980	1,000	27,960	1,000
	TOTAL PERMITS, FEES AND SPECIAL ASSESSEMENTS	72,614	11,200	73,490	11,200
001-0315-369.90-00	OTHER MISCELLANEOUS REVENUES	40,585	10,000	10,000	10,000
TOTAL PLANNING DIVISION		**113,199**	**21,200**	**83,490**	**21,200**
BUILDING INSPECTION DIVISION					
001-0324-322.02-00	BUILDING PERMITS	941,582	932,762	969,853	1,162,987
001-0324-329.02-00	PLAN REVIEW FEES	44,100	48,851	48,851	59,085
001-0324-329.07-00	REINSPECTION FEE	30,700	24,090	24,090	29,250
001-0324-329.08-00	DRIVEWAY INSPECTIONS	12,630	14,820	14,820	19,500
001-0324-329.10-00	ADMINISTRATIVE SERVICE FEES	12,411	11,250	11,250	11,250
001-0324-342.20-02	FIRE PROTECTION SERVICES	57,692	47,629	47,628	63,461
001-0324-354.00-00	VIOLATION OF TREE ORDINANCE	2,500	-	6,360	2,750
	TOTAL PERMITS, FEES AND SPECIAL ASSESSEMENTS	1,101,615	1,079,402	1,122,852	1,348,283
001-0324-369.90-00	OTHER MISCELLANEOUS REVENUES	6,553	5,597	5,597	9,315
	TOTAL MISCELLANEOUS REVENUES	6,553	5,597	5,597	9,315
TOTAL BUILDING INSPECTION DIVISION		**1,108,168**	**1,084,999**	**1,128,449**	**1,357,598**
BUSINESS TAX					
001-0331-316.00-00	LOCAL BUSINESS TAX	209,938	175,860	175,860	208,276
TOTAL BUSINESS TAX DIVISION		**209,938**	**175,860**	**175,860**	**208,276**
CODE ENFORCEMENT DIVISION					
001-0528-354.20-00	CODE VIOLATIONS	74,150	16,500	36,500	27,174
TOTAL CODE ENFORCEMENT DIVISION		**74,150**	**16,500**	**36,500**	**27,174**
TOTAL COMMUNITY DEVELOPMENT DEPT		**1,505,455**	**1,298,559**	**1,424,299**	**1,614,248**

CITY OF WINTER GARDEN
FY 2015/2016 BUDGET
GENERAL FUND REVENUES
POLICE DEPARTMENT

		2014 ACTUAL	2015 ORIGINAL BUDGET	2015 AMENDED BUDGET	2016 PROPOSED BUDGET
001-0521-338.30-00	911 PSAP REIMBURSEMENT	19,489	21,906	21,906	21,906
	TOTAL INTERGOVERNMENTAL REVENUE	19,489	21,906	21,906	21,906
001-0521-342.10-01	SPECIAL DETAIL	227,276	211,932	211,932	219,604
001-0521-342.10-03	LIAISON OFFICER	75,625	81,332	81,332	90,750
001-0521-342.10-04	ACCIDENT REPORTS	3,694	1,440	1,440	1,440
	TOTAL CHARGES FOR SERVICES	306,595	294,704	294,704	311,794
001-0521-351.50-01	COURT FINES	67,092	57,374	118,313	77,374
001-0521-351.50-02	POLICE TRAINING & EDUCATION FEES	7,050	6,398	6,398	7,457
001-0521-354.20-00	CODE VIOLATIONS	822	2,240	2,240	3,194
	TOTAL FINES AND FORFEITS	74,964	66,012	126,951	88,025
001-0521-366.00-00	CONTRIBUTIONS	300	700	700	700
001-0521-369.90-00	OTHER MISCELLANEOUS REVENUES	-	1,600	25,141	1,600
	TOTAL MISCELLANEOUS REVENUES	300	2,300	25,841	2,300
001-0521-389.99-99	USE OF FUND BALANCE	-	11,102	11,102	10,043
	TOTAL OTHER SOURCES	-	11,102	11,102	10,043
001-0530-342.10-06	DISPATCH SERVICES	36,180	18,000	143,000	558,192
	TOTAL NONSWORN COMMUNICATIONS	36,180	18,000	143,000	558,192
TOTAL POLICE DEPARTMENT		**437,528**	**414,024**	**623,504**	**992,260**

CITY OF WINTER GARDEN
FY 2015/2016 BUDGET
GENERAL FUND REVENUES
FIRE DEPARTMENT

		2014 ACTUAL	2015 ORIGINAL BUDGET	2015 AMENDED BUDGET	2016 PROPOSED BUDGET
001-0622-335.21-00	FIREFIGHTER SUPPLEMENTAL COMP	13,966	11,376	11,376	13,972
	TOTAL INTERGOVERNMENTAL REVENUE	13,966	11,376	11,376	13,972
001-0622-366.00-00	CONTRIBUTIONS	1,800	1,500	1,500	1,500
	TOTAL MISCELLANEOUS REVENUES	1,800	1,500	1,500	1,500
TOTAL FIRE DEPARTMENT		**15,766**	**12,876**	**12,876**	**15,472**

CITY OF WINTER GARDEN
FY 2015/2016 BUDGET
GENERAL FUND REVENUES
PUBLIC SERVICES DEPARTMENT

		2014 ACTUAL	2015 ORIGINAL BUDGET	2015 AMENDED BUDGET	2016 PROPOSED BUDGET
ADMINISTRATION DIVISION					
001-0701-341.90-01	INTERFUND MANAGEMENT FEES	226,247	224,242	224,242	235,338
TOTAL ADMINISTRATION DIVISION		**226,247**	**224,242**	**224,242**	**235,338**
CEMETERY DIVISION					
001-0739-343.80-01	SERVICE FEES	96,125	90,583	90,583	98,145
001-0739-343.80-02	CEMETERY FOUNDATION CHARGES	3,560	3,574	3,574	3,750
001-0739-343.80-05	CEMETERY LOTS	105,275	73,671	101,062	103,475
	TOTAL CHARGES FOR SERVICE	204,960	167,828	195,219	205,370
001-0739-362.00-00	RENTAL INCOME	58,056	60,463	60,463	66,154
001-0739-369.90-00	OTHER MISCELLANEOUS REV	25	-	-	-
	TOTAL MISCELLANEOUS REVENUES	58,081	60,463	60,463	66,154
TOTAL CEMETERY DIVISION		**263,041**	**228,291**	**255,682**	**271,524**
STREETS DIVISION					
001-0741-335.49-00	OTHER TRANSPORTATION	28,290	25,827	25,827	26,392
	TOTAL INTERGOVERNMENTAL REVENUE	28,290	25,827	25,827	26,392
001-0741-364.00-00	DISPOSITION OF FIXED ASSETS	4,796	1,700	1,700	1,700
001-0741-369.90-00	OTHER MISCELLANEOUS REVENUES	5,097	10,970	10,970	12,129
	TOTAL MISCELLANEOUS REVENUES	9,893	12,670	12,670	13,829
TOTAL STREETS DIVISION		**38,183**	**38,497**	**38,497**	**40,221**

CITY OF WINTER GARDEN
FY 2015/2016 BUDGET
GENERAL FUND REVENUES
PUBLIC SERVICES DEPARTMENT

		2014 ACTUAL	2015 ORIGINAL BUDGET	2015 AMENDED BUDGET	2016 PROPOSED BUDGET
PARKS DIVISION					
001-0775-334.70-00	STATE GRANT-CULTURE & RECREATION	-	420,000	420,000	-
	TOTAL INTERGOVERNMENTAL	-	420,000	420,000	-
001-0775-369.90-00	OTHER MISCELLANEOUS REV	2,717	-	-	-
	TOTAL MISCELLANEOUS REVENUES	2,717	-	-	-
TOTAL PARKS DIVISION		**2,717**	**420,000**	**420,000**	**-**
RECREATION DIVISION					
001-0872-347.21-01	DAY CAMP	113,954	97,000	97,000	120,000
001-0872-347.21-02	FIELD RENTAL	19,740	16,000	16,000	16,000
001-0872-347.21-03	POOL	8,701	6,500	6,500	8,000
001-0872-347.21-04	OTHER AQUATIC	7,656	7,000	7,000	7,000
001-0872-347.21-05	SWIMMING LESSONS	23,104	21,500	21,500	22,000
001-0872-347.21-06	SOFTBALL LEAGUE	60,450	61,000	61,000	54,000
001-0872-347.21-07	OTHER PROGRAMS	58,505	51,290	51,290	53,180
001-0872-347.21-10	TENNIS	14,503	16,000	16,000	13,000
001-0872-347.21-11	SENIOR TRIPS	11,262	7,000	7,000	11,000
001-0872-347.21-12	OTHER SENIOR PROGRAMS	771	1,000	1,000	1,000
001-0872-347.21-14	SOCCER PROGRAM	88,329	68,000	85,000	85,000
	TOTAL CHARGES FOR SERVICES	406,975	352,290	369,290	390,180
001-0872-366.01-00	CONTRIBUTIONS AND DONATIONS	15,987	5,000	5,000	5,000
001-0872-369.90-00	OTHER MISCELLANEOUS REVENUES	8,028	5,000	5,000	5,000
	TOTAL MISCELLANEOUS REVENUES	24,015	10,000	10,000	10,000
TOTAL RECREATION DIVISION		**430,990**	**362,290**	**379,290**	**400,180**
SPECIAL EVENTS DIVISION					
001-0874-362.00-00	RENTAL INCOME	3,277	2,500	2,500	2,500
	TOTAL RENTS AND ROYALTIES	3,277	2,500	2,500	2,500
TOTAL SPECIAL EVENTS DIVISION		**3,277**	**2,500**	**2,500**	**2,500**
NEWTON PARK FACILITIES DIVISION					
001-3658-362.01-00	MISCELLANEOUS RENTALS	9,615	11,000	11,000	11,000
001-3658-362.02-00	AUDITORIUM FACILITIES RENTALS	135,263	130,000	130,000	130,000
001-3658-362.03-00	JESSIE BROCK RENTALS	19,424	15,000	15,000	17,000
001-3658-362.04-00	PAVILLION RENTALS	3,853	3,500	3,500	3,500
001-3658-369.90-00	OTHER MISCELLANEOUS REVENUES	6,181	5,000	5,000	5,000
	TOTAL MISCELLANEOUS REVENUES	174,336	164,500	164,500	166,500
TOTAL NEWTON PARK FACILITIES DIVISION		**174,336**	**164,500**	**164,500**	**166,500**

CITY OF WINTER GARDEN
FY 2015/2016 BUDGET
GENERAL FUND REVENUES
PUBLIC SERVICES DEPARTMENT

		2014 ACTUAL	2015 ORIGINAL BUDGET	2015 AMENDED BUDGET	2016 PROPOSED BUDGET
001-1016-329.03-00	ENGINEER INSPECTION FEES	487,517	171,428	393,926	363,428
001-1016-329.04-00	REVIEW FEES	106,352	91,108	91,108	94,185
	TOTAL PERMITS, FEES AND SPECIAL ASSESSEMENTS	593,869	262,536	485,034	457,613
TOTAL ENGINEERING DIVISION		**593,869**	**262,536**	**485,034**	**457,613**
TOTAL PUBLIC SERVICES DEPARTMENT		**1,732,660**	**1,702,856**	**1,969,745**	**1,573,876**
TOTAL GENERAL FUND REVENUES		**27,981,521**	**28,113,418**	**29,645,546**	**30,844,011**

WINTER GARDEN

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- GENERAL FUND EXPENDITURES -

WINTER GARDEN

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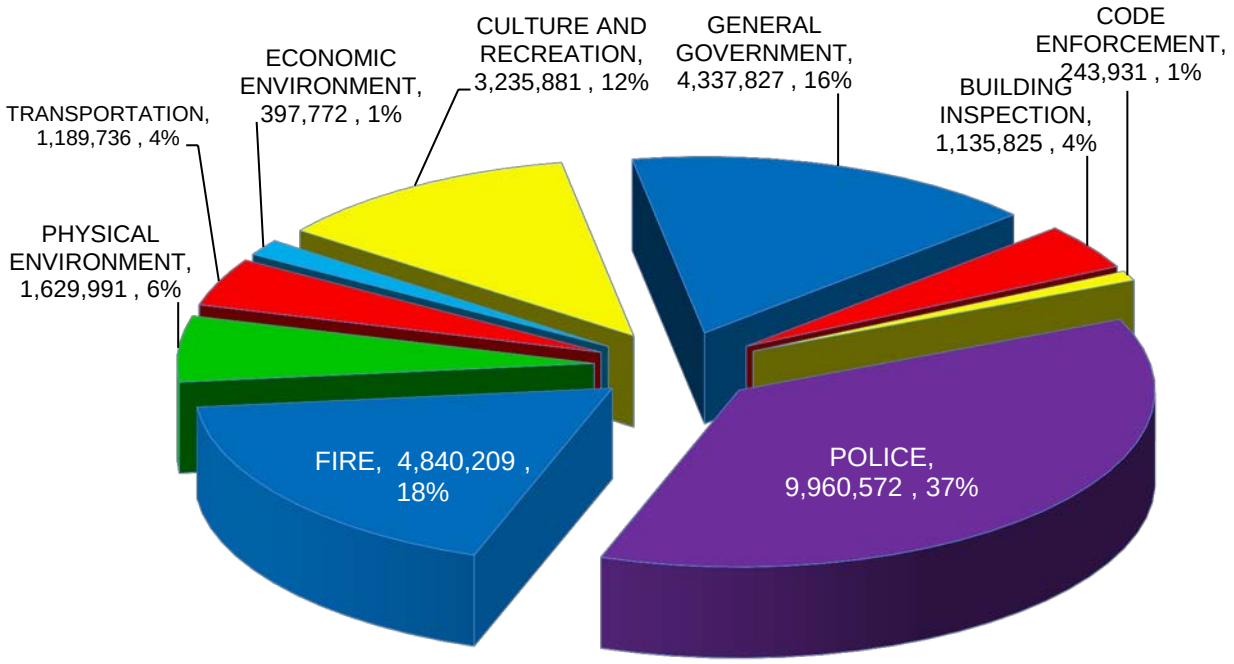
CITY OF WINTER GARDEN
FY 2015/2016 BUDGET
GENERAL FUND
OPERATING EXPENDITURES BY FUNCTION



WINTER GARDEN

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- GENERAL GOVERNMENT -

Legislative

Legal

Executive

Economic Development

City Clerk

Finance Department

Administrative Services

WINTER GARDEN

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CITY OF WINTER GARDEN
FY 2015/2016 BUDGET
GENERAL FUND EXPENDITURES
LEGISLATIVE DEPARTMENT

		2014 ACTUAL	2015 ORIGINAL BUDGET	2015 AMENDED BUDGET	2016 PROPOSED BUDGET
001-0111-511.13-00	OTHER SALARIES AND WAGES	41,860	41,616	41,616	41,616
001-0111-511.21-00	FICA TAXES	4,697	3,184	3,184	3,184
001-0111-511.23-00	EMPLOYEE GROUP INSURANCE	20,708	46,500	46,500	46,500
001-0111-511.24-00	WORKERS' COMPENSATION	78	82	82	82
	TOTAL PERSONAL SERVICES	67,343	91,382	91,382	91,382
001-0111-511.31-01	MISC PROFESSIONAL SERVICES	-	600	600	1,000
001-0111-511.31-02	LEGAL	-	500	500	20,000
001-0111-511.34-03	CODE OF ORDINANCES	550	7,550	7,550	4,700
001-0111-511.40-00	TRAVEL AND PER DIEM	43	7,870	7,870	1,000
001-0111-511.41-02	TELEPHONE	96	200	200	200
001-0111-511.41-04	INTERNET	720	1,200	1,200	1,200
001-0111-511.47-01	MISC PRINTING AND BINDING	41	120	120	120
001-0111-511.48-01	PROMOTIONAL ACTIVITIES	-	200	200	200
001-0111-511.48-02	PROMOTIONAL-PROMOTIONAL ITEMS	-	5,000	5,000	5,000
001-0111-511.49-01	MISC OTHR CUR CHGS & OBLIGATIONS	500	500	500	500
001-0111-511.49-03	ELECTION FEES	15,159	30,000	30,000	-
001-0111-511.51-00	OFFICE SUPPLIES	-	2,500	2,500	1,350
001-0111-511.52-01	MISC. OPERATING SUPPLIES	107	800	800	1,000
001-0111-511.52-04	UNIFORMS AND ACCESSORIES	200	210	210	-
001-0111-511.54-01	DUES AND SUBSCRIPTIONS	3	1,100	1,100	14,271
001-0111-511.54-02	SEMINARS AND COURSES	-	3,561	3,561	1,000
	TOTAL OPERATING EXPENDITURES	17,419	61,911	61,911	51,541
001-0111-511.82-00	AIDS TO PRIVATE ORGANIZATIONS	500	1,500	101,500	1,500
001-0111-564.83-00	OTHER GRANTS AND AIDS	68,815	68,880	68,880	64,680
	TOTAL GRANTS AND AIDS	69,315	70,380	170,380	66,180
TOTAL LEGISLATIVE DEPARTMENT		**154,077**	**223,673**	**323,673**	**209,103**

CITY OF WINTER GARDEN
FY 2015/2016 BUDGET
GENERAL FUND EXPENDITURES
LEGAL DEPARTMENT

		2014 ACTUAL	2015 ORIGINAL BUDGET	2015 AMENDED BUDGET	2016 PROPOSED BUDGET
001-0914-514.31-00	LEGAL SERVICES REIMBURSEMENT	(182,068)	(40,297)	(40,297)	(40,297)
001-0914-514.31-02	LEGAL SERVICES	441,318	275,000	275,000	275,000
TOTAL LEGAL DEPARTMENT		**259,250**	**234,703**	**234,703**	**234,703**

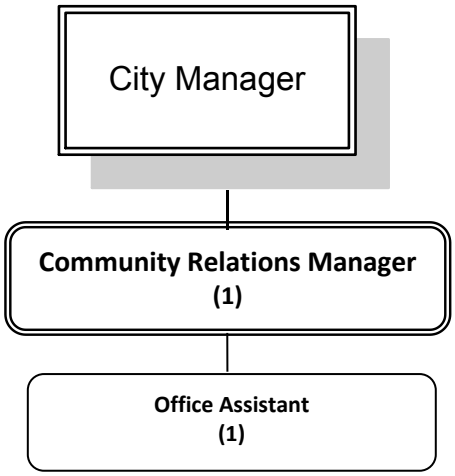
COMMUNITY RELATIONS DEPARTMENT

BUSINESS PLAN & KEY PERFORMANCE INDICATORS SUMMARY

MISSION STATEMENT:	CORE FUNCTIONS:
Proactively engage the Winter Garden community to establish relationships between the City and its residents, businesses, governmental entities, and other stakeholders.	• Lead publicity initiatives with residents and businesses regarding City functions, services and programs • Direct marketing programs to enhance the public image of the City • City liaison with community groups, residents, governmental agencies, and the media
CHALLENGES:	**BUSINESS ASSUMPTIONS**
• Apathy towards local government • Difficulty in communicating effectively to various groups due to language and cultural barriers	• More information provided to citizens will increase their understanding of City functions • Knowledge of events in the City will lead to increased participation and attendance • Citizens want to experience a sense of community and to be a part of their community

Organizational Structure

FTE: 2



FY 2015-2016 STRATEGIC PRIORITIES, GOALS & OBJECTIVES

Strategic Priority #1

Protect the Sense of Community

Department Goal

Provide an improved sense of community inclusion

Objective

Monitor and determine strategies to encourage and better engage Winter Garden citizens in order to achieve higher levels of inclusion and a stronger sense of community towards City affairs, events and quality of life opportunities.

Strategic Priority #2

Support Public Education and Learning Opportunities

Department Goal

Continue partnering with local schools

Objective

- Continue to build and nurture partnerships with local school administration and parent organizations through outreach programs.

Strategic Priority #3

Deliver Quality Services Equitably and Respectfully

Department Goal

Deliver excellent customer service to all citizens & residents

Objectives

- Continue to monitor and improve the GovQa service delivery process to achieve timely and satisfactory outcomes when handling all citizen service needs.
- Actively monitor and improve City Reception's telephone customer service to achieve timely and satisfactory outcomes when handling and responding to the service needs of all citizens or customers.

Strategic Priority #4

Foster a Culture of Teamwork and Collaboration

Department Goal

Promote a high performing organization

Objective

- Foster an environment of collaboration and effective communication through ongoing coaching and feedback opportunities that will result in highly motivated and productive employees.

KEY PERFORMANCE INDICATOR RESULTS & TARGETS

Key Performance Indicators	FY 13/14 Actual	* FY 14/15 Actual	FY 15/16 Target
CUSTOMER SERVICE INDICATORS			
Opportunities to Participate in Community Matter Satisfaction Index	73%	74%	76%↑
Sense of Community Satisfaction Index	88%	81%	83%↑
Service Process Satisfaction Rating **	98%	98%	100%↑
Service Outcome Satisfaction Rating **	96.1%	93%	100%↑
% Satisfied with Resolution Timeframe **	94.2%	97%	100%↑
Employee Motivation and Productivity Satisfaction Rating	N/A	77.8%	85%↑
OPERATIONAL INDICATORS			
Average Queue Wait Time (in seconds)	0:37	0:28	0:30↓
Call Abandonment Rate	8%	11%	8%↓

A value denoted by "N/A" indicates a measurement was not assessed or will not be assessed

* FY 14/15 actual results reflect current values reported as of the end of Q2

** GovQA citizen survey on service request experience conducted monthly

↑ - Target's goal is to maximize/increase; ↓- Target's goal is to minimize/decrease

CITY OF WINTER GARDEN
FY 2015/2016 BUDGET
GENERAL FUND EXPENDITURES
EXECUTIVE DEPARTMENT

		2014 ACTUAL	2015 ORIGINAL BUDGET	2015 AMENDED BUDGET	2016 PROPOSED BUDGET
001-0213-512.12-00	REGULAR SALARIES AND WAGES	368,716	369,067	369,067	382,087
001-0213-512.13-00	OTHER SALARIES & WAGES	6,117	30,844	30,844	30,844
001-0213-512.14-00	OVERTIME	-	-	-	-
001-0213-512.21-00	FICA TAXES	25,908	31,041	31,041	31,589
001-0213-512.22-00	RETIREMENT CONTRIBUTIONS	40,560	59,048	59,048	40,081
001-0213-512.23-00	LIFE AND HEALTH INSURANCE	24,161	34,414	34,414	43,599
001-0213-512.24-00	WORKERS' COMPENSATION	699	755	755	755
	TOTAL PERSONAL SERVICES	466,161	525,169	525,169	528,955
001-0213-512.31-01	MISC PROFESSIONAL SERVICES	87,380	46,800	46,800	46,800
001-0213-512.31-02	LEGAL SERVICES	-	2,500	2,500	2,500
001-0213-512.31-06	MEDICAL SERVICES	-	15	15	15
001-0213-512.34-01	MISC OTHER CONTRACTUAL SERVICES	28,067	21,880	21,880	21,880
001-0213-512.40-00	TRAVEL AND PER DIEM	63	1,500	1,500	1,500
001-0213-512.41-02	TELEPHONE SERVICES	7,597	7,546	7,546	7,546
001-0213-512.41-04	INTERNET SERVICES	987	750	750	750
001-0213-512.41-05	POSTAGE	15,837	14,750	14,750	14,750
001-0213-512.43-00	UTILITY SERVICES	21,892	22,110	22,110	22,110
001-0213-512.44-00	RENTALS AND LEASES	10,046	9,000	9,000	9,000
001-0213-512.45-00	INSURANCE	25,205	23,381	23,381	23,381
001-0213-512.46-02	REPAIR AND MAINT SVCS-EQUIPMENT	-	400	400	400
001-0213-512.46-03	REPAIR AND MAINT SVCS-VEHICLES	770	900	900	900
001-0213-512.46-05	REPAIR AND MAINT SVCS-SOFTWARE	95	12,000	12,000	12,000
001-0213-512.46-10	REPAIR AND MAINT SVCS-BUILDING	2,941	1,230	1,230	1,230
001-0213-512.47-01	MISC PRINTING AND BINDING	39,287	38,804	38,804	38,804
001-0213-512.48-01	PROMOTIONAL-ADVERTISEMENTS	3,995	16,500	16,500	16,500
001-0213-512.48-02	PROMOTIONAL ITEMS	4,697	4,800	4,800	4,800
001-0213-512.49-01	MISC OTHR CUR CHGS & OBLIGATIONS	-	250	250	250
001-0213-512.49-05	LICENSES/TAXES/CERTIFICATES	3,244	-	-	-
001-0213-512.49-11	EMPLOYEE SOCIAL EVENTS	2,991	1,000	1,000	1,000
001-0213-512.51-00	OFFICE SUPPLIES	894	1,750	1,750	1,750
001-0213-512.52-01	MISCELLANEOUS OPERATING SUPPLIES	4,907	4,800	4,800	4,800
001-0213-512.52-03	GASOLINE AND OIL	1,515	1,297	1,297	1,297
001-0213-512.52-04	UNIFORMS AND ACCESSORIES	800	1,000	1,000	1,000
001-0213-512.54-01	DUES AND SUBSCRIPTIONS	15,258	12,350	12,350	13,152
001-0213-512.54-02	SEMINARS AND COURSES	1,735	2,822	2,822	2,822
001-0213-512.54-03	EDUCATIONAL ASSISTANCE PROGRAM	-	3,000	3,000	3,000
	TOTAL OPERATING EXPENDITURES	280,203	253,135	253,135	253,937

001-0213-512.61-00	LAND	181,149	-	54,615	-
001-0213-512.63-00	IMPROVEMENT OTHER THAN BUILDING	10,616	-	208,504	-
001-0213-512.64-00	MACHINERY AND EQUIPMENT	1,127	-	-	-
	TOTAL CAPITAL OUTLAY	192,892	-	263,119	-
001-0213-512.82-00	AID TO PRIVATE ORGANIZATIONS	66,015	80,000	80,000	80,000
	TOTAL GRANTS AND AIDS	66,015	80,000	80,000	80,000
001-0213-581.91-01	CONTINGENT EXPENSE	-	100,000	100,000	100,000
001-0213-599.99-99	TRANSFER TO FUND BALANCE	1,939,838	-	-	-
	TOTAL OTHER USES	1,939,838	100,000	100,000	100,000
TOTAL EXECUTIVE DEPARTMENT		**2,945,109**	**958,304**	**1,221,423**	**962,892**

WINTER GARDEN

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ECONOMIC DEVELOPMENT DEPARTMENT

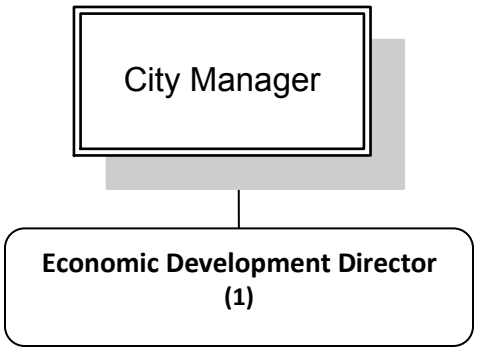
BUSINESS PLAN & PERFORMANCE INDICATORS SUMMARY

MISSION STATEMENT:	CORE FUNCTIONS:
Promote a sustainable and thriving economy that maintains a prosperous business community that yields diverse job opportunities.	• Business Recruitment • Economic Gardening – Business Development, Technical Assistance & Partnerships • Downtown and Redevelopment • Business Marketing & Promotion • Strategic Partnerships

CHALLENGES:
• Recovering economic environment, including:
  ○ Tightened capital markets
  ○ Commercial Occupancy is 98% - No available space for new businesses
  ○ Housing market has rebounded
  ○ Modest business growth
  ○ Improved consumer confidence
  ○ Unemployment has dropped to 4%
	BUSINESS ASSUMPTIONS:
	• Growth expected within small to mid-sized businesses
	• Growth expected in health and wellness, manufacturing, construction, digital and creative technology and retail sectors
	• Increasing tax revenues and job growth (5%)

Organizational Structure

FTE: 1



FY 2015-2016 STRATEGIC PRIORITY, GOALS & OBJECTIVES

Strategic Priority #1

Encourage a Thriving Economy

Department Goals

Provide a business-friendly environment that creates desirable and successful businesses
Foster entrepreneurship and empower business start-ups to bolster commerce
Encourage a vibrant Downtown, which in turn creates a thriving City

Objectives

- Develop programs that encourage successful businesses through business development, technical assistance and networking to improve employment opportunities and a business climate that promotes success.
- Provide local businesses with assistance and create programs that better facilitate and expedite entrepreneurial growth.
- Develop and execute a Downtown strategy to strengthen and enhance the District in order to maintain a downtown occupancy rate of at least **95%** annually.

KEY PERFORMANCE INDICATOR RESULTS & TARGETS

Performance Indicators	FY 13/14 Actual	* FY 14/15 Actual	FY 15/16 Target
CUSTOMER SERVICE INDICATOR			
Employment Opportunity Satisfaction Index	42%	47%	49%↑
OPERATIONAL INDICATORS			
City-wide Occupancy Rate	97%	TBD	98%↑
Downtown Occupancy Rate	99.5%	TBD	100%↑
Downtown Lease Rates/Square Footage	$19.00	TBD	$21.00↑
Construction $ Value per Residential Building Permit	$50,910	TBD	TBD
City Unemployment Rate	4.3%	TBD	4.0%↓
# of Jobs Created	43	TBD	200↑
Average Wage of Jobs Created	$46,000	TBD	$47,500↑
Average Wage of Total Jobs	$42,336	TBD	TBD
Annual % Change in Property Values	4.55%	TBD	5%↑
% Change in Median Household Income	4.94%	TBD	3.5%↑
Average Purchase Price of a New Home (Single-Family)	$265,000	TBD	$300,000↑

* FY 14/15 actual results reflect current values reported as of the end of Q2

TBD – To be determined and calculated by the end of the fiscal year (this is an annual measurement)

↑ - Target's goal is to maximize/increase; ↓- Target's goal is to minimize/decrease

CITY OF WINTER GARDEN
FY 2015/2016 BUDGET
GENERAL FUND EXPENDITURES
ECONOMIC DEVELOPMENT DEPARTMENT

		2014 ACTUAL	2015 ORIGINAL BUDGET	2015 AMENDED BUDGET	2016 PROPOSED BUDGET
001-0215-552.12-00	REGULAR SALARIES AND WAGES	111,759	112,060	112,060	115,433
001-0215-552.21-00	FICA TAXES	8,024	8,733	8,733	8,995
001-0215-552.22-00	RETIREMENT CONTRIBUTIONS	15,485	16,708	16,708	12,109
001-0215-552.23-00	LIFE AND HEALTH INSURANCE	12,729	13,997	13,997	14,837
001-0215-552.24-00	WORKERS' COMPENSATION	207	216	216	216
	TOTAL PERSONAL SERVICES	148,204	151,714	151,714	151,590
001-0215-552.34-01	MISC OTHER CONTRACTUAL SERVICES	30,925	192,000	119,959	17,000
001-0215-552.34-02	TRI-CITY CONTRACTUAL SVCS	-	-	150,000	150,000
001-0215-552.41-02	TELEPHONE SERVICES	1,188	1,690	1,690	1,690
001-0215-552.41-05	POSTAGE	158	900	900	900
001-0215-552.43-00	UTILITY SERVICES	1,267	1,100	1,100	1,100
001-0215-552.45-00	GENERAL INSURANCE	1,315	1,203	1,203	1,203
001-0215-552.46-02	REPAIR/MAINT SVC-EQUIPMNT	-	500	500	500
001-0215-552.46-05	REPAIR AND MAINT SVCS-SOFTWARE	-	250	250	250
001-0215-552.46-10	REPAIR AND MAINT SVCS-BUILDING	198	124	124	124
001-0215-552.47-01	MISC PRINTING AND BINDING	870	60	60	60
001-0215-552.48-01	PROMOTIONAL-ADVERTISEMENTS	3,326	10,500	10,500	10,500
001-0215-552.48-02	PROMOTIONAL-PROMOTIONAL ITEMS	1,807	900	900	900
001-0215-552.49-01	MISC OTHER CUR CHGS & OBLIGATIONS	-	-	50,000	-
001-0215-552.51-00	OFFICE SUPPLIES	63	750	750	750
001-0215-552.52-01	MISCELLANEOUS OPERATING SUPPLIES	287	400	8,441	400
001-0215-552.52-03	GASOLINE AND OIL	-	200	200	200
001-0215-552.52-04	UNIFORMS AND ACCESSORIES	200	200	200	200
001-0215-552.54-01	DUES AND SUBSCRIPTIONS	413	1,005	1,005	1,005
001-0215-552.54-02	SEMINARS AND COURSES	-	600	600	600
	TOTAL OPERATING EXPENDITURES	42,017	212,382	348,382	187,382
001-0215-552.82-01	QTI - QUALIFIED TARGET INDUSTRIES	-	3,800	3,800	3,800
	TOTAL GRANTS AND AIDS	-	3,800	3,800	3,800
001-0215-554.34-00	CDBG ADMIN	46,935	-	78,066	50,000
001-0215-554.34-01	CDBG MISC	-	-	-	5,000
001-0215-554.62-00	CDBG BUILDING IMPROVEMENTS	-	-	40,000	-
	TOTAL CDBG	46,935	-	118,066	55,000
TOTAL ECONOMIC DEVELOPMENT DEPARTMENT		**237,156**	**367,896**	**621,962**	**397,772**

WINTER GARDEN

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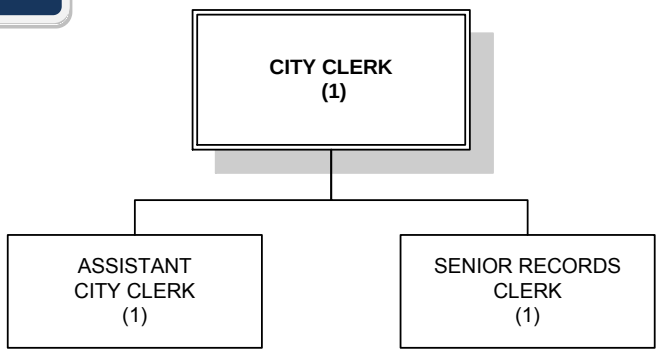
CITY CLERK'S DEPARTMENT

BUSINESS PLAN & KEY PERFORMANCE INDICATORS SUMMARY

MISSION STATEMENT:	CORE FUNCTIONS:
Ensure the integrity of the legislative process, municipal elections, administrative support, disseminated information and official public documents.	• Proceedings management office of the legislative body • Custodian of the city seal, all ordinances, resolutions, and records of general or permanent character pertaining to the affairs of the city • Administer oaths • Administration of municipal elections
CHALLENGES:	**BUSINESS ASSUMPTIONS:**
• Simultaneously receive multiple records requests • Administrative or city staffing turnover challenges response time to public records requests and completion of records projects	• Monitoring of legislative statutory or administrative law actions related to records • Maintaining good partnerships with departments to reduce records request response times • Prompt notification by the City Attorney of impending litigation to ensure proper maintenance of the related records • Necessary tools available to properly maintain and secure the city's public records, both paper and electronic

Organizational Structure

FTE: 3



FY 2015-2016 STRATEGIC PRIORITY, GOAL & OBJECTIVE

Strategic Priority #1

Deliver Quality Services Equitably and Respectfully

Department Goal

Provide requested records in the least amount of time as possible

Objective

- Monitor and enhance the City's records management process to ensure that **100%** of all standard requests are fulfilled within **10** business days.

Strategic Priority #2

Foster a Culture of Teamwork and Collaboration

Department Goal

Promote a high performing organization

Objective

- Foster an environment of collaboration and effective communication through ongoing coaching and feedback opportunities that will result in highly motivated and productive employees.

KEY PERFORMANCE INDICATOR RESULTS & TARGETS

Key Performance Indicators	FY 13/14 Actual	* FY 14/15 Actual	FY 15/16 Target
CUSTOMER SERVICE INDICATOR			
Employee Motivation and Productivity Satisfaction Rating	N/A	77.7%	85%↑
OPERATIONAL INDICATOR			
Percentage of Standard Requests Fulfilled within 10 Business Days	100%	100%	100%↑

* FY 14/15 actual results reflect current values reported as of the end of Q2

A value denoted by "N/A" indicates a measurement was not assessed or will not be assessed

↑ - Target's goal is to maximize/increase; ↓- Target's goal is to minimize/decrease

CITY OF WINTER GARDEN
FY 2015/2016 BUDGET
GENERAL FUND EXPENDITURES
CITY CLERK DEPARTMENT

		2014 ACTUAL	2015 ORIGINAL BUDGET	2015 AMENDED BUDGET	2016 PROPOSED BUDGET
001-0218-512.12-00	REGULAR SALARIES AND WAGES	168,407	173,749	173,749	185,254
001-0218-512.14-00	OVERTIME	83	1,000	1,000	1,000
001-0218-512.21-00	FICA TAXES	12,448	13,567	13,567	14,248
001-0218-512.22-00	RETIREMENT CONTRIBUTIONS	23,479	26,055	26,055	19,538
001-0218-512.23-00	LIFE AND HEALTH INSURANCE	22,050	27,046	27,046	28,669
001-0218-512.24-00	WORKERS' COMPENSATION	314	335	335	335
001-0218-512.25-00	UNEMPLOYMENT COMPENSATION	-	144	144	-
	TOTAL PERSONAL SERVICES	226,781	241,896	241,896	249,044
001-0218-512.31-01	MISC PROFESSIONAL SERVICES	-	250	250	-
001-0218-512.34-01	MISC CONTRACTUAL SERVICES	122	-	-	-
001-0218-512.40-00	TRAVEL AND PER DIEM	905	2,477	2,477	3,885
001-0218-512.41-02	TELEPHONE SERVICES	1,301	1,576	1,576	1,576
001-0218-512.41-05	POSTAGE	318	350	350	400
001-0218-512.43-00	UTILITY SERVICES	9,501	8,700	8,700	8,700
001-0218-512.44-00	RENTALS AND LEASES	4,010	4,908	4,908	4,908
001-0218-512.45-00	GENERAL INSURANCE	10,581	9,682	9,682	9,682
001-0218-512.46-02	REPAIR AND MAINT SVCS-EQUIPMENT	-	300	300	300
001-0218-512.46-05	REPAIR AND MAINT SVCS-SOFTWARE	499	500	500	-
001-0218-512.46-10	REPAIR AND MAINT SVCS-BUILDING	1,605	1,000	1,000	1,000
001-0218-512.47-01	MISC PRINTING AND BINDING	-	100	100	100
001-0218-512.47-02	RECORDS MANAGEMENT	117	550	550	200
001-0218-512.48-01	PROMOTIONAL-ADVERTISEMENTS	93	250	250	250
001-0218-512.49-01	MISC OTHR CUR CHGS & OBLIGATIONS	-	200	200	200
001-0218-512.49-05	LICENSES, TAXES, AND CERTIFICATIONS	305	100	100	100
001-0218-512.51-00	OFFICE SUPPLIES	800	1,000	1,000	500
001-0218-512.52-01	MISCELLANEOUS OPERATING SUPPLIES	1,689	1,100	1,100	1,100
001-0218-512.52-04	UNIFORMS AND ACCESSORIES	600	600	600	600
001-0218-512.54-01	DUES AND SUBSCRIPTIONS	998	1,369	1,369	1,329
001-0218-512.54-02	SEMINARS AND COURSES	450	1,560	1,560	1,140
	TOTAL OPERATING EXPENDITURES	33,894	36,572	36,572	35,970
TOTAL CITY CLERK DEPARTMENT		**260,675**	**278,468**	**278,468**	**285,014**

WINTER GARDEN

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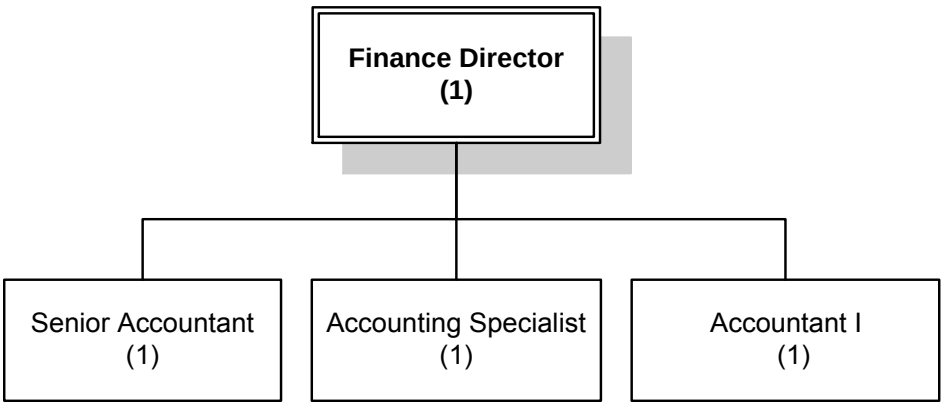
FINANCE DEPARTMENT
FISCAL MANAGEMENT
BUSINESS PLAN & KEY PERFORMANCE INDICATORS SUMMARY

MISSION STATEMENT: Preserve financial wellness and the fiscal integrity of the City as well as facilitate accounting and procurement standards.	**CORE FUNCTIONS:** • Financial Management – Treasury, Management & Budgeting, Accounting & Controls • Payroll Administration • Accounts Payable & Accounts Receivable
CHALLENGES: • Unfavorable legislative changes • Economic instability of the state and nation • Declining availability of Federal and State funding	**BUSINESS ASSUMPTIONS:** • Favorable audited financial statements • Sufficient revenue will be available to maintain current service levels

Organizational Structure

FTE: 4



FY 2015-2016 STRATEGIC PRIORITIES, GOALS & OBJECTIVES

Strategic Priority #1
Provide Sound Fiscal Management

Department Goal
Submit balanced budget within appropriate parameters to maintain low tax rates

Objective
- Proactively support departments with fiscal guidance and using periodic department financial reports that provide an early alert on spending trends in an effort to contain and achieve a 'budget to actual' variance of **+/- 5%** in the City's overall financials.

Strategic Priority #2
Deliver Quality Services Equitably & Respectfully

Department Goal
Deliver service excellence to all internal customers

Objective
- Ensure that all service contact points, primarily departmental interactions, make every customer feel important and cared for and that the staff takes initiative to always find solutions with a can-do attitude.

Strategic Priority #3
Foster a Culture of Teamwork and Collaboration

Department Goal
Promote a high performing organization

Objective
- Foster an environment of collaboration and effective communication through ongoing coaching and feedback opportunities that will result in highly motivated and productive employees.

KEY PERFORMANCE INDICATOR RESULTS & TARGETS

Key Performance Indicators	FY 13/14 Actual	* FY 14/15 Actual	FY 15/16 Target
CUSTOMER SERVICE INDICATOR			
Fiscal Management Overall Customer Service Satisfaction Rating **	96%	90.1%	92%↑
Employee Motivation and Productivity Satisfaction Rating **	N/A	77.7%	85%↑
FINANCIAL INDICATOR			
Budget to Actual Variance Percent (City Overall Financials) ***	+6%	+8%	+5%↑

A value denoted by "N/A" indicates a measurement was not assessed or will not be assessed

* FY 14/15 actual results reflect current values reported as of the end of Q2

** Employee engagement and customer service survey conducted annually by City Administration and distributed to all employees.

*** '+' sign indicates favorable actual compare to budget while '-' sign indicates unfavorable actual compare to budget

↑ - Target's goal is to maximize/increase; ↓- Target's goal is to minimize/decrease

CITY OF WINTER GARDEN
FY 2015/2016 BUDGET
GENERAL FUND EXPENDITURES
FINANCE DEPARTMENT
FISCAL MANAGEMENT DIVISION

		2014 ACTUAL	2015 ORIGINAL BUDGET	2015 AMENDED BUDGET	2016 PROPOSED BUDGET
001-0222-513.12-00	REGULAR SALARIES AND WAGES	291,544	260,873	260,873	268,706
001-0222-513.14-00	OVERTIME	1,543	1,000	1,000	1,000
001-0222-513.21-00	FICA TAXES	22,181	20,202	20,202	20,633
001-0222-513.22-00	RETIREMENT CONTRIBUTIONS	25,604	39,045	39,045	28,292
001-0222-513.23-00	LIFE AND HEALTH INSURANCE	26,038	34,843	34,843	36,934
001-0222-513.24-00	WORKERS' COMPENSATION	533	586	586	586
001-0222-513.25-00	UNEMPLOYMENT COMPENSATION	2,475	4,950	4,950	-
	TOTAL PERSONAL SERVICES	369,918	361,499	361,499	356,151
001-0222-513.31-01	MISC PROFESSIONAL SERVICES	9,023	-	-	14,625
001-0222-513.31-03	INVESTMENT COUNSEL	24,776	23,864	23,864	25,200
001-0222-513.32-00	ACCOUNTING AND AUDITING	29,275	29,500	29,500	35,405
001-0222-513.34-01	MISC OTHER CONTRACTUAL SERVICES	39,130	55,490	55,490	55,490
001-0222-513.34-04	BANKING SERVICES	17,655	25,030	25,030	15,030
001-0222-513.40-00	TRAVEL AND PER DIEM	-	2,130	2,130	130
001-0222-513.41-02	TELEPHONE SERVICES	2,581	2,650	2,650	2,650
001-0222-513.41-05	POSTAGE	2,937	4,194	4,194	4,446
001-0222-513.43-00	UTILITY SERVICES	8,692	8,611	8,611	8,611
001-0222-513.44-00	RENTALS AND LEASES	5,522	5,304	5,304	5,304
001-0222-513.45-00	INSURANCE	9,897	9,067	9,067	9,067
001-0222-513.46-02	REPAIR AND MAINT SVCS-EQUIPMENT	-	300	300	300
001-0222-513.46-05	REPAIR AND MAINT SVCS-SOFTWARE	19,654	19,702	19,702	20,402
001-0222-513.46-06	REPAIR AND MAINT SVCS-HARDWARE	1,000	2,250	2,250	2,250
001-0222-513.46-10	REPAIR AND MAINT SVCS-BUILDING	1,468	1,007	1,007	3,985
001-0222-513.47-01	MISC PRINTING AND BINDING	1,478	1,614	1,614	1,614
001-0222-513.48-01	PROMOTIONAL-ADVERTISEMENTS	1,694	2,150	2,150	2,150
001-0222-513.49-01	MISC OTHR CUR CHGS & OBLIGATIONS	-	90	90	90
001-0222-513.49-05	LICENSES, TAXES, AND CERTIFICATIONS	85	110	110	110
001-0222-513.51-00	OFFICE SUPPLIES	1,947	2,345	2,345	3,345
001-0222-513.52-01	MISCELLANEOUS OPERATING SUPPLIES	1,105	1,260	1,260	3,260
001-0222-513.52-03	GASOLINE AND OIL	-	134	134	134
001-0222-513.52-04	UNIFORMS AND ACCESSORIES	788	800	800	800
001-0222-513.54-01	DUES AND SUBSCRIPTIONS	1,169	1,936	1,936	1,936
001-0222-513.54-02	SEMINARS AND COURSES	585	1,186	1,186	3,486
001-0222-513.54-03	EDUCATION REIMBURSEMENT	2,476	12,000	12,000	12,000
	TOTAL OPERATING EXPENDITURES	182,937	212,724	212,724	231,820
001-0222-581.91-00	INTRAGOVERNMENT TRANSFERS	1,047,549	1,047,519	1,072,519	1,073,040
	TOTAL OTHER USES	1,047,549	1,047,519	1,072,519	1,073,040
TOTAL FISCAL MANAGEMENT DIVISION		**1,600,404**	**1,621,742**	**1,646,742**	**1,661,010**

WINTER GARDEN

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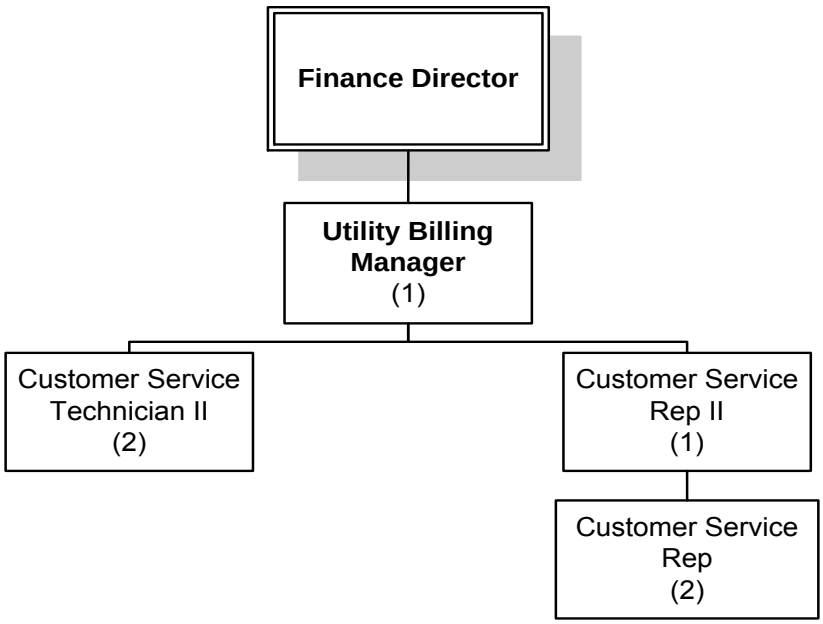
FINANCE DEPARTMENT
UTILITY BILLING
BUSINESS PLAN & KEY PERFORMANCE INDICATORS SUMMARY

MISSION STATEMENT: To provide exceptional customer service experience as well as ensure an efficient and effective billing process.	**CORE FUNCTIONS:** • Customer Service including a payment center for utility service (water, sewer, solid waste, storm water, irrigation) • Meter Reading management Account Maintenance including set up, billing, cancellations, collections, and liens
CHALLENGES: • Economic pressures could adversely affect delinquencies and cut-offs • Perception of quality customer service could decline if current economic pressures continue	**BUSINESS ASSUMPTIONS:** • Stable staffing levels to effectively meet service demands

Organizational Structure

FTE: 6



FY 2015-2016 STRATEGIC PRIORITY, GOAL AND OBJECTIVE

Strategic Priority #1
Deliver Quality Services Equitably and Respectfully

Department Goal
Provide a responsive and consistent Utility Billing service experience

Objective

- Improve customer service delivery processes through reinforced phone and counter service training to achieve a citizen service satisfaction rating of **90%** or higher.
- Monitor and improve telephone customer service to achieve timely and satisfactory outcomes when handling all citizen service needs.

Strategic Priority #2

Foster a Culture of Teamwork and Collaboration

Department Goal

Promote a high performing organization

Objective

- Foster an environment of collaboration and effective communication through ongoing coaching and feedback opportunities that will result in highly motivated and productive employees.

KEY PERFORMANCE INDICATOR RESULTS & TARGETS

Key Performance Indicators	FY 13/14 Actual	* FY 14/15 Actual	FY 15/16 Target
CUSTOMER SERVICE INDICATORS			
Utility Billing Service Satisfaction Index	73%	77%	79%↑
Overall Service Experience Satisfaction Rating	98%	90.4%	93%↑
Employee Motivation and Productivity Satisfaction Rating	N/A	77.7%	85%↑
OPERATIONAL INDICATORS			
Average Queue Wait Time (in seconds)	:66	:57	:55↓
Call Abandonment Rate	17.8%	7%	6%↓

A value denoted by "N/A" indicates a measurement was not assessed or will not be assessed

* FY 14/15 actual results reflect current values reported as of the end of Q2

↑ - Target's goal is to maximize/increase; ↓- Target's goal is to minimize/decrease

CITY OF WINTER GARDEN
FY 2015/2016 BUDGET
GENERAL FUND EXPENDITURES
FINANCE DEPARTMENT
UTILITY BILLING DIVISION

		2014 ACTUAL	2015 ORIGINAL BUDGET	2015 AMENDED BUDGET	2016 PROPOSED BUDGET
001-0223-513.12-00	REGULAR SALARIES AND WAGES	223,131	240,241	240,241	247,450
001-0223-513.14-00	OVERTIME	1,153	2,000	2,000	2,000
001-0223-513.21-00	FICA TAXES	16,479	18,812	18,812	19,083
001-0223-513.22-00	RETIREMENT CONTRIBUTIONS	31,038	36,118	36,118	26,167
001-0223-513.23-00	LIFE AND HEALTH INSURANCE	38,780	47,606	47,606	50,462
001-0223-513.24-00	WORKERS' COMPENSATION	2,083	2,617	2,617	2,617
001-0223-513.26-00	OTHER POSTEMPLOYMENT BENEFITS	1,750	3,000	3,000	-
	TOTAL PERSONAL SERVICES	314,414	350,394	350,394	347,780
001-0223-513.34-01	MISC OTHER CONTRACTUAL SERVICES	30,587	33,008	33,008	33,008
001-0223-513.34-04	BANKING SERVICES	466	2,000	2,000	2,000
001-0223-513.40-00	TRAVEL AND PER DIEM	104	1,700	1,700	1,700
001-0223-513.41-02	TELEPHONE SERVICES	6,096	6,095	6,095	5,000
001-0223-513.41-03	RADIO SERVICES	15	-	-	15
001-0223-513.41-04	INTERNET SERVICES	1,216	1,664	1,664	1,664
001-0223-513.41-05	POSTAGE	87,582	78,264	78,264	74,617
001-0223-513.43-00	UTILITY SERVICES	5,206	4,800	4,800	4,800
001-0223-513.44-00	RENTALS AND LEASES	3,904	3,525	3,525	3,525
001-0223-513.45-00	INSURANCE	6,276	5,759	5,759	5,759
001-0223-513.46-02	REPAIR AND MAINT SVCS-EQUIPMENT	391	459	459	459
001-0223-513.46-03	REPAIR AND MAINT SVC-VEHICLES	2,035	1,100	1,100	1,100
001-0223-513.46-05	REPAIR AND MAINT SVCS-SOFTWARE	16,422	22,950	22,950	22,950
001-0223-513.46-06	REPAIR AND MAINT SVCS-HARDWARE	970	1,925	1,925	1,925
001-0223-513.46-10	REPAIR AND MAINT SVCS-BUILDING	879	750	750	750
001-0223-513.47-01	MISC PRINTING AND BINDING	5,909	8,400	8,400	8,400
001-0223-513.48-01	ADVERTISEMENT-LEGAL, OTHER	343	-	-	53
001-0223-513.49-01	MISC OTHER CURRENT CHRGS & OBLG	53	-	-	53
001-0223-513.49-05	LICENSES/TAXES/CERTIFICATIONS	2,428	2,500	2,500	2,500
001-0223-513.51-00	OFFICE SUPPLIES	1,829	1,750	1,750	1,750
001-0223-513.52-01	MISCELLANEOUS OPERATING SUPPLIES	1,855	1,250	1,250	1,600
001-0223-513.52-03	GASOLINE AND OIL	7,654	9,000	9,000	9,000
001-0223-513.52-04	UNIFORMS AND ACCESSORIES	1,524	1,800	1,800	1,800
001-0223-513.54-02	SEMINARS AND COURSES	-	1,200	1,200	1,200
	TOTAL OPERATING EXPENDITURES	183,744	189,899	189,899	185,628
001-0223-513.64-00	MACHINERY AND EQUIPMENT	4,192	-	-	-
	TOTAL CAPITAL OUTLAY	4,192	-	-	-
TOTAL UTILITY BILLING DIVISION		**502,350**	**540,293**	**540,293**	**533,408**
TOTAL FINANCE DEPARTMENT		**2,102,754**	**2,162,035**	**2,187,035**	**2,194,418**

WINTER GARDEN

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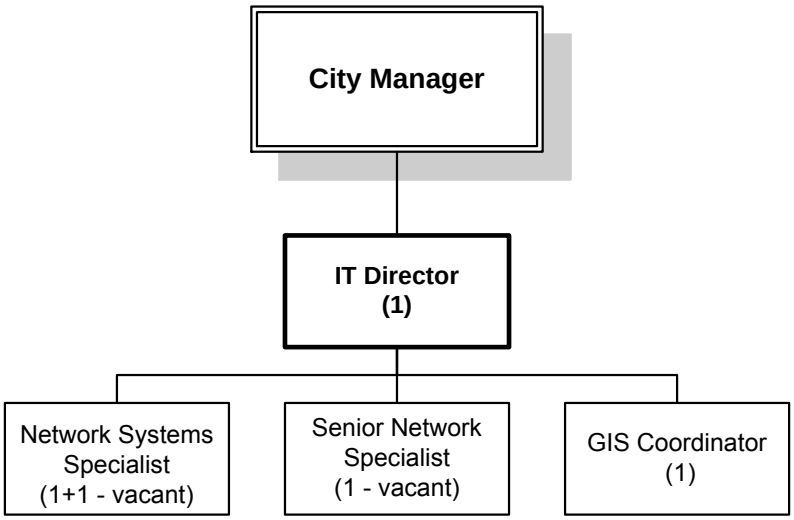
INFORMATION TECHNOLOGY

BUSINESS PLAN & KEY PERFORMANCE INDICATORS SUMMARY

MISSION STATEMENT: Provide timely and effective end-user support to ensure that all information and communication systems are secure, reliable and performing as expected.	**CORE FUNCTIONS:** • Integrate and support computer hardware, software, and voice technology • Provide quality Geographic Information Services • Support internal service requests
CHALLENGES: • Service demands may exceed staff's ability to fully meet operational needs • Failure to receive information or requirements in a timely manner • Upfront costs of IT based solutions may not always be affordable	**BUSINESS ASSUMPTIONS:** • Current security setup will adequately guard data and overall network integrity • Call volumes will remain at a manageable level • Level of staff training will be adequate for any changes in technology

Organizational Structure

FTE: 5



FY 2015-2016 STRATEGIC PRIORITIES, GOALS & OBJECTIVES

Strategic Priority #1

Deliver Quality Services Equitably & Respectfully
Overhaul Revamp enhance

Department Goals

Enable City staff to be more productive in how services are delivered to the community
Ensure accuracy and usefulness of the City's web content
High performing hardware and software systems that enable productivity and service delivery

Objectives

- Enhance interpersonal customer engagement and continue to assess the helpdesk service delivery methods in order to realize improvements in service responsiveness and the manner in which service issues are resolved and followed-up.
- Proactively monitor and maintain the City's website to ensure all content is up-to-date and relevant for citizen and public usefulness.
- Maintain the City's phone system (infrastructure delivery) by ensuring optimal call flow design and reporting visibility for key service areas to help support overall service excellence.
- Monitor and maintain uninterrupted system uptime to effectively ensure high levels of system performance, access and availability throughout the City.

Strategic Priority #2
Foster a Culture of Teamwork and Collaboration

Department Goal
Promote a high performing organization

Objective
- Foster an environment of collaboration and effective communication through ongoing coaching and feedback opportunities that will result in highly motivated and productive employees.

KEY PERFORMANCE INDICATOR RESULTS & TARGETS

Key Performance Indicators	FY 13/14 Actual	* FY 14/15 Actual	FY 15/16 Target
CUSTOMER SERVICE INDICATOR			
IT Overall Service Satisfaction Rating **	N/A	75.7%	80%↑
Employee Motivation and Productivity Satisfaction Rating **	N/A	77.7%	85%↑
OPERATIONAL INDICATORS			
CISCO Phone System Uptime Rate	99%	100%	99.5%↑
Involuntary Abandonment Rate	.05%	.11%	0.05%↓
% Uptime and Availability of Systems	99.99%	99.8%	99.5%↑

A value denoted by "N/A" indicates a measurement was not assessed or will not be assessed

* FY 14/15 actual results reflect current values reported as of the end of Q2

** Employee engagement and customer service survey conducted annually by City Administration and distributed to all employees.

↑ - Target's goal is to maximize/increase; ↓- Target's goal is to minimize/decrease

CITY OF WINTER GARDEN
FY 2015/2016 BUDGET
GENERAL FUND EXPENDITURES
ADMINISTRATIVE SERVICES DEPARTMENT
INFORMATION TECHNOLOGY DIVISION

		2014 ACTUAL	2015 ORIGINAL BUDGET	2015 AMENDED BUDGET	2016 PROPOSED BUDGET
001-0225-513.12-00	REGULAR SALARIES AND WAGES	123,260	269,819	269,819	282,773
001-0225-513.14-00	OVERTIME	1,970	1,000	1,000	1,000
001-0225-513.21-00	FICA TAXES	9,217	20,809	20,809	21,709
001-0225-513.22-00	RETIREMENT CONTRIBUTIONS	17,566	40,379	40,379	29,768
001-0225-513.23-00	LIFE AND HEALTH INSURANCE	12,312	39,078	39,078	32,550
001-0225-513.24-00	WORKERS' COMPENSATION	269	525	525	525
	TOTAL PERSONAL SERVICES	164,594	371,610	371,610	368,324
001-0225-513.31-01	MISC PROFESSIONAL SERVICE	23,050	5,000	5,000	5,000
001-0225-513.34-01	MISC OTHER CONTRACTUAL SERVICES	32,709	63,300	63,300	29,340
001-0225-513.34-08	PERSONNEL SERVICES	229,923	5,000	5,000	252,640
001-0225-513.40-00	TRAVEL AND PER DIEM	8	1,750	1,750	1,750
001-0225-513.41-02	TELEPHONE SERVICES	4,433	5,200	5,200	5,200
001-0225-513.41-04	INTERNET SERVICES	41,704	42,150	42,150	42,150
001-0225-513.41-05	POSTAGE	80	50	50	50
001-0225-513.43-00	UTILITY SERVICES	9,044	8,400	8,400	8,400
001-0225-513.45-00	INSURANCE	20,613	20,913	20,913	20,913
001-0225-513.46-02	REPAIR AND MAINT SVCS-EQUIPMENT	-	77,550	77,550	15,000
001-0225-513.46-03	REPAIR AND MAINT SVCS-VEHICLES	28	500	500	500
001-0225-513.46-05	REPAIR AND MAINT SVCS-SOFTWARE	243,307	96,800	96,800	199,350
001-0225-513.46-06	REPAIR AND MAINT SVCS-HARDWARE	131,800	56,946	56,946	125,000
001-0225-513.46-10	REPAIR AND MAINT SVCS-BUILDING	2,943	952	952	1,000
001-0225-513.51-00	OFFICE SUPPLIES	12,135	43,300	43,300	15,000
001-0225-513.52-01	MISCELLANEOUS OPERATING SUPPLIES	26,278	77,600	77,600	46,000
001-0225-513.52-03	GASOLINE AND OIL	48	150	150	150
001-0225-513.52-04	UNIFORMS AND ACCESSORIES	200	1,000	1,000	1,000
001-0225-513.54-01	DUES AND SUBSCRIPTIONS	705	975	975	975
001-0225-513.54-02	SEMINARS AND COURSES	2,142	2,470	2,470	2,470
001-0225-513.54-03	EDUCATION ASSISTANCE PROGRAM	-	4,500	4,500	4,500
	TOTAL OPERATING EXPENDITURES	781,150	514,506	514,506	776,388
001-0225-513.63-00	IMPROV. OTHER THAN BUILDINGS	-	-	100,000	65,000
001-0225-513.64-00	MACHINERY AND EQUIPMENT	9,843	117,000	117,000	-
	TOTAL CAPITAL OUTLAY	9,843	117,000	217,000	65,000
TOTAL INFORMATION TECHNOLOGY DIVISION		**955,587**	**1,003,116**	**1,103,116**	**1,209,712**

WINTER GARDEN

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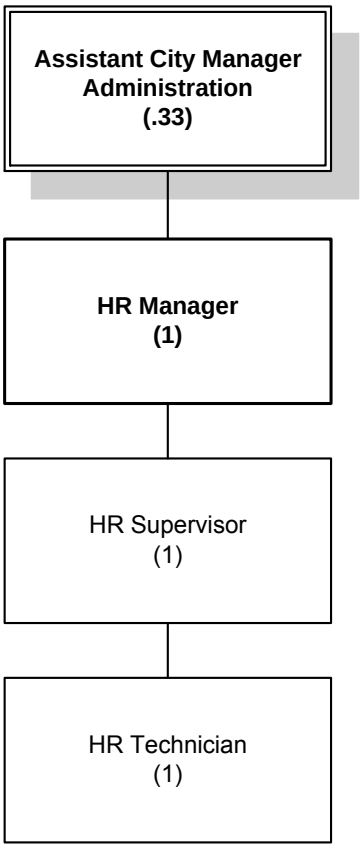
ADMINISTRATIVE SERVICES
HUMAN RESOURCES
BUSINESS PLAN & KEY PERFORMANCE INDICATORS SUMMARY

MISSION STATEMENT: To recruit, retain, develop and support a skilled, diverse workforce.	**CORE FUNCTIONS:** • Recruitment and Retention • Employee Support Services • Organizational Development • Employee Relations • Risk Management
CHALLENGES: • Uncertainty of Healthcare Reform Impacts • Loss of key personnel • Employee compliance with safety practices	**BUSINESS ASSUMPTIONS:** • Employees will want to continue to learn and improve skills if given the opportunity • Will have the resources to continue employee training

Organizational Structure

FTE: 3.33



FY 2015-2016 STRATEGIC PRIORITIES, GOALS & OBJECTIVES

Strategic Priority #1
Recruit and Develop Top Talent

Department Goals

Recruit and select high quality candidates for all positions
Increase development opportunities for City employees
Improve productivity of workforce

Objectives

- Monitor and improve the overall recruitment and on-boarding procedures to ensure high employee satisfaction levels.
- Develop and implement targeted employee training programs to increase the skill set quality for all managers and supervisors.
- Create and rollout a career development initiative focused on providing employees with career mobility roadmaps that will ensure all employees are coached and knowledgeable about career paths and development opportunities throughout the organization.
- Develop and enforce policies including guidelines that minimize the abusive use of employee time-off and encourages more responsible behavior.

Strategic Priority #2

Provide Sound Fiscal Management

Department Goal

Reduce healthcare costs to the City

Objective

- Promote a healthier workforce and negotiate better healthcare contracts with insurers to reduce medical benefits payments.

Strategic Priority #3

Deliver Quality Services Equitably & Respectfully

Department Goals

Achieve a productive and safe workplace
Deliver service excellence to all internal customers

Objectives

- Continue to expand City-wide safety training efforts to minimize employee injuries and lost work days.
- Continue to promote and demonstrate professional values at all employee touch points in an effort to uphold the City's service philosophy standards for excellence.

Strategic Priority #4

Foster a Culture of Teamwork and Collaboration

Department Goal

Promote a high performing organization

Objective

- Foster an environment of collaboration and effective communication through ongoing coaching and feedback opportunities that will result in highly motivated and productive employees.

KEY PERFORMANCE INDICATOR RESULTS & TARGETS

Key Performance Indicators	FY 13/14 Actual	* FY 14/15 Actual	FY 15/16 Target
CUSTOMER SERVICE INDICATORS			
Overall Employee On-Boarding Satisfaction Rate	98.5%	97%	98.8%↑
Training Experience Satisfaction Rating	99%	TBD	TBD↑
HR Overall Customer Service Satisfaction Rating **	100%	89%	90%↑
Employee Motivation and Productivity Satisfaction Rating **	N/A	77.7%	85%↑
OPERATIONAL INDICATORS			
Average Time to Fill High-Level Salaried Position	134	TBD	TBD↓
Average Time to Fill Mid-Level Salaried Position	98	TBD	TBD↓
Percentage of Employees Informed	N/A	TBD	TBD↑
Citywide Lost Workday Due to Injury Rate per 100 Employees (days)	28.39	TBD	TBD↓

A value denoted by "N/A" indicates a measurement was not assessed or will not be assessed

TBD – To be determined and calculated by the end of the fiscal year (this is an annual measurement)

* FY 14/15 actual results reflect current values reported as of the end of Q2

** Employee engagement and customer service survey conducted annually by City Administration and distributed to all employees.

↑ - Target's goal is to maximize/increase; ↓- Target's goal is to minimize/decrease

CITY OF WINTER GARDEN
FY 2015/2016 BUDGET
GENERAL FUND EXPENDITURES
ADMINISTRATIVE SERVICES DEPARTMENT
HUMAN RESOURCES DIVISION

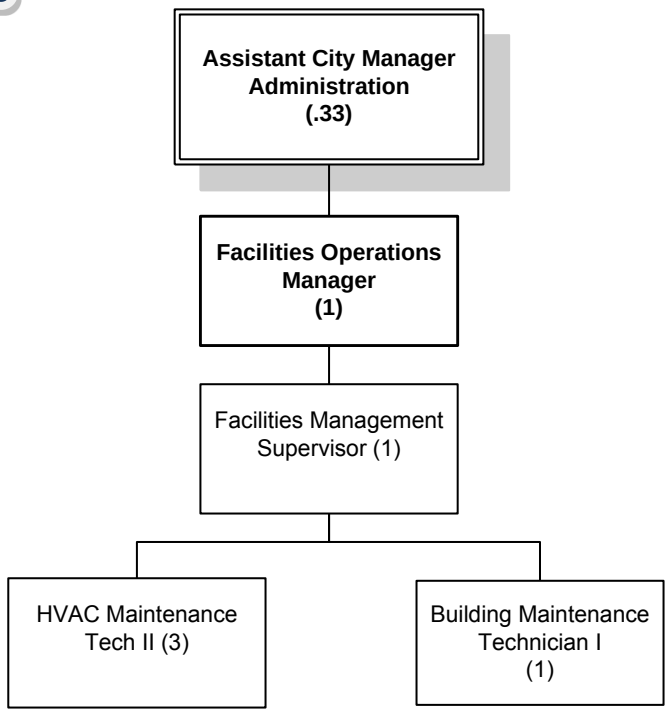
		2014 ACTUAL	2015 ORIGINAL BUDGET	2015 AMENDED BUDGET	2016 PROPOSED BUDGET
001-0745-513.12-00	REGULAR SALARIES AND WAGES	176,387	177,365	177,365	197,465
001-0745-513.14-00	OVERTIME	55	750	750	100
001-0745-513.21-00	FICA TAXES	12,974	13,999	13,999	15,106
001-0745-513.22-00	RETIREMENT CONTRIBUTIONS	24,738	26,557	26,557	20,714
001-0745-513.23-00	LIFE AND HEALTH INSURANCE	19,930	30,161	30,161	31,971
001-0745-513.24-00	WORKERS' COMPENSATION	337	378	378	378
001-0745-513.26-00	OTHER POSTEMPLOYMENT BENEFITS	-	3,000	3,000	3,000
	TOTAL PERSONAL SERVICES	234,421	252,210	252,210	268,734
001-0745-513.31-02	LEGAL SERVICES	500	2,500	2,500	2,500
001-0745-513.31-06	MEDICAL SERVICES	22,438	32,600	32,600	32,600
001-0745-513.34-01	MISC OTHER CONTRACTUAL SERVICES	73,098	91,800	91,800	90,300
001-0745-513.34-08	PERSONNEL SERVICES	-	5,000	5,000	-
001-0745-513.40-00	TRAVEL AND PER DIEM	45	500	500	500
001-0745-513.41-02	TELEPHONE SERVICES	2,740	2,656	2,656	2,656
001-0745-513.41-04	INTERNET SERVICES	300	954	954	450
001-0745-513.41-05	POSTAGE	1,896	350	350	350
001-0745-513.43-00	UTILITY SERVICES	8,144	8,450	8,450	8,450
001-0745-513.44-00	RENTALS AND LEASES	6,835	6,000	6,000	6,000
001-0745-513.45-00	GENERAL INSURANCE	9,169	8,364	8,364	8,364
001-0745-513.46-06	REPAIR AND MAINT SVCS-HARDWARE	-	350	350	350
001-0745-513.46-10	REPAIR AND MAINT SVCS-BUILDING	1,897	600	600	600
001-0745-513.47-01	MISC PRINTING AND BINDING	-	200	200	200
001-0745-513.48-01	PROMOTIONAL-ADVERTISEMENTS	13,230	12,500	12,500	13,000
001-0745-513.48-02	PROMOTIONAL-PROMOTIONAL ITEMS	1,080	1,000	1,000	1,000
001-0745-513.51-00	OFFICE SUPPLIES	2,041	2,500	2,500	2,500
001-0745-513.52-01	MISCELLANEOUS OPERATING SUPPLIES	4,862	10,000	10,000	13,800
001-0745-513.52-03	GASOLINE AND OIL	-	157	157	150
001-0745-513.52-04	UNIFORMS AND ACCESSORIES	513	800	800	800
001-0745-513.54-01	DUES AND SUBSCRIPTIONS	1,051	3,000	3,000	3,000
001-0745-513.54-02	SEMINARS AND COURSES	8,155	20,000	20,000	20,000
001-0745-513.54-03	EDUCATIONAL ASSISTANCE PROGRAM	475	1,300	1,300	1,300
	TOTAL OPERATING EXPENDITURES	158,469	211,581	211,581	208,870
TOTAL HUMAN RESOURCES DIVISION		**392,890**	**463,791**	**463,791**	**477,604**

ADMINISTRATIVE SERVICES
FACILITIES MANAGEMENT
BUSINESS PLAN & KEY PERFORMANCE INDICATORS SUMMARY

MISSION STATEMENT: Enhance and maintain the appearance and safety of the City by the efficient management of its facilities.	**CORE FUNCTIONS:** • Maintenance of City facilities • Selection and management of products, contracts and vendors • Manage the City's sustainability program (also known as green initiatives)
CHALLENGES: • Cost of sustainability innovations • Staffing levels to adequately maintain facilities at desired service levels • Realizing higher than expected costs of maintaining facilities	**BUSINESS ASSUMPTIONS:** • Sufficient funding will be available for training, education, sustainability and maintenance

Organizational Structure

FTE: 6.33



FY 2015-2016 STRATEGIC PRIORITIES, GOALS AND OBJECTIVES

Strategic Priority #1
Deliver Quality Services Equitably and Respectfully

Department Goals

Provide "best in class" customer service by completing PM work orders timely and effectively
Ensure high quality janitorial services throughout the City

Objectives

- Proactively review the service delivery process and experience to achieve an overall facilities management satisfaction rating of at least **95%**.
- Provide janitorial staff with steady feedback on the overall cleaning performance to maintain high janitorial satisfaction levels and increase the percentage of clean or pass inspections.

Strategic Priority #2

Preserve the Natural Environment

Department Goal

Improve sustainability program to make the City more green-friendly

Objectives

- Through proactive green maintenance, achieve an energy consumption reduction of **27,996** kWh or **18.9** CO2e (Greenhouse Gases Reduced).
- Continue to support and deploy innovative electric vehicle (EV) sustainable ideas to achieve a carbon dioxide reduction of at least **2,000 GHG (kg)** through greater EV utilization City-wide.

Strategic Priority #3

Foster a Culture of Teamwork and Collaboration

Department Goal

Promote a high performing organization

Objective

- Foster an environment of collaboration and effective communication through ongoing coaching and feedback opportunities that will result in highly motivated and productive employees.

KEY PERFORMANCE INDICATOR RESULTS & TARGETS

Key Performance Indicators	FY 13/14 Actual	* FY 14/15 Actual	FY 15/16 Target
CUSTOMER SERVICE INDICATOR			
Facilities Overall Customer Service Satisfaction Rating **	93%	89%	95%↑
Employee Motivation and Productivity Satisfaction Rating **	N/A	77.8%	85%↑
FINANCIAL INDICATOR			
Net Cost Savings from Energy Reductions	$4,055	$7,633	$3,360.00↑
OPERATIONAL INDICATORS			
Energy Consumption Reduction (kWh)	33,790.80	63,609.84	27,996↑

A value denoted by "N/A" indicates a measurement was not assessed or will not be assessed

* FY 14/15 actual results reflect current values reported as of the end of Q2

** Employee engagement and customer service survey conducted annually by City Administration and distributed to all employees.

↑ - Target's goal is to maximize/increase; ↓- Target's goal is to minimize/decrease

CITY OF WINTER GARDEN
FY 2015/2016 BUDGET
GENERAL FUND EXPENDITURES
ADMINISTRATIVE SERVICES DEPARTMENT
FACILITIES MANAGEMENT DIVISION

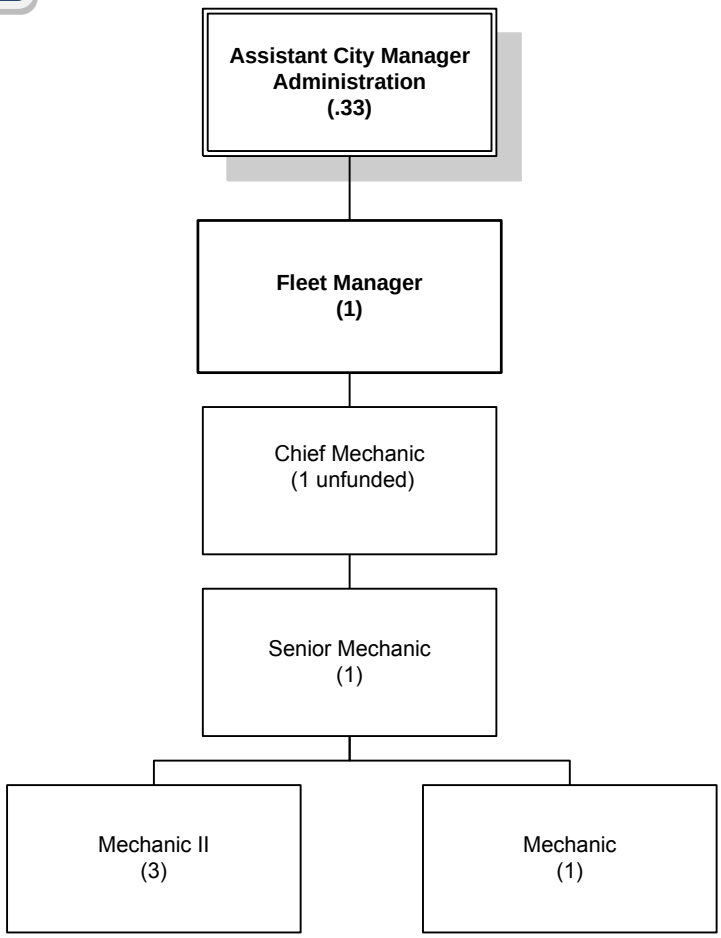
		2014 ACTUAL	2015 ORIGINAL BUDGET	2015 AMENDED BUDGET	2016 PROPOSED BUDGET
001-0746-539.12-00	REGULAR SALARIES AND WAGES	239,450	280,458	280,458	298,931
001-0746-539.14-00	OVERTIME	7,663	5,000	5,000	5,000
001-0746-539.21-00	FICA TAXES	18,023	22,102	22,102	23,251
001-0746-539.22-00	RETIREMENT CONTRIBUTIONS	34,215	42,562	42,562	31,882
001-0746-539.23-00	LIFE AND HEALTH INSURANCE	39,897	55,496	55,496	58,826
001-0746-539.24-00	WORKERS' COMPENSATION	5,009	5,980	5,980	5,980
	TOTAL PERSONAL SERVICES	344,257	411,598	411,598	423,870
001-0746-539.34-01	MISC OTHER CONTRACTUAL SERVICES	30,053	23,928	23,928	25,328
001-0746-539.34-06	JANITORIAL SERVICES	38,293	73,594	73,594	82,177
001-0746-539.41-02	TELEPHONE SERVICES	5,075	4,917	4,917	4,917
001-0746-539.41-04	INTERNET SERVICES	2,022	2,160	2,160	2,520
001-0746-539.43-00	UTILITY SERVICES	-	-	-	3,200
001-0746-539.44-00	RENTALS AND LEASES	1,343	2,352	2,352	2,352
001-0746-539.45-00	INSURANCE	1,360	1,463	1,463	-
001-0746-539.46-02	REPAIR AND MAINT SVCS-EQUIPMENT	344	350	350	350
001-0746-539.46-03	REPAIR AND MAINT SVCS-VEHICLES	3,075	2,400	2,400	3,000
001-0746-539.46-05	REPAIR AND MAINT SVCS-SOFTWARE	-	1,645	1,645	4,807
001-0746-539.46-10	REPAIR AND MAINT SVCS-BUILDING	106,312	56,650	56,650	64,590
001-0746-539.47-01	MISC PRINTING AND BINDING	-	64	64	64
001-0746-539.48-01	ADVERTISEMENT-LEGAL, OTHER	79	-	-	-
001-0746-539.49-05	LICENSES, TAXES, AND CERTIFICATIONS	443	350	350	710
001-0746-539.51-00	OFFICE SUPPLIES	312	360	360	360
001-0746-539.52-01	MISCELLANEOUS OPERATING SUPPLIES	14,619	20,000	20,000	20,000
001-0746-539.52-02	CHEMICALS	1,000	2,500	2,500	2,500
001-0746-539.52-03	GASOLINE AND OIL	5,278	5,000	5,000	5,000
001-0746-539.52-04	UNIFORMS AND ACCESSORIES	3,964	3,650	3,650	4,118
001-0746-539.54-01	DUES AND SUBSCRIPTIONS	781	1,695	1,695	1,695
001-0746-539.54-02	SEMINARS AND COURSES	2,358	2,300	2,300	2,100
	TOTAL OPERATING EXPENDITURES	216,711	205,378	205,378	229,788
001-0746-539.62-00	BUILDINGS	48,541	6,000	6,000	63,000
001-0746-539.64-00	MACHINERY AND EQUIPMENT	-	4,500	4,500	-
	TOTAL CAPITAL OUTLAY	48,541	10,500	10,500	63,000
TOTAL FACILITIES MANAGEMENT DIVISION		**609,509**	**627,476**	**627,476**	**716,658**

ADMINISTRATIVE SERVICES
FLEET MANAGEMENT
BUSINESS PLAN & KEY PERFORMANCE INDICATORS SUMMARY

MISSION STATEMENT: To efficiently maintain a safe and reliable fleet of City vehicles.	**CORE FUNCTIONS:** • Preventive maintenance and repairs of vehicles and equipment • Fleet management and replacement • Fuel management & Fuel management systems
CHALLENGES: • Increasing costs associated with maintaining an aging fleet • Skill level keeping pace with evolving technology	**BUSINESS ASSUMPTIONS:** • Vehicle replacement cycles will be increased

Organizational Structure

FTE: 6.33



FY 2015-2016 STRATEGIC PRIORITY, GOAL & OBJECTIVE

Strategic Priority #1
Deliver Quality Services Equitably and Respectfully

Department Goal
Ensure longevity of City vehicles to maximize economies of scale

Objective
- Control maintenance and repair cost and ensure that all fleet vehicles are available, reliable and sufficiently utilized to help achieve a productive workforce.

Strategic Priority #2
Foster a Culture of Teamwork and Collaboration

Department Goal
Promote a high performing organization

Objective
- Foster an environment of collaboration and effective communication through ongoing coaching and feedback opportunities that will result in highly motivated and productive employees.

KEY PERFORMANCE INDICATOR RESULTS & TARGETS

Key Performance Indicators	FY 13/14 Actual	* FY 14/15 Actual	FY 15/16 Target
CUSTOMER SERVICE INDICATORS			
Employee Motivation and Productivity Satisfaction Rating **	N/A	77.7%	85%↑
Overall Fleet Management Satisfaction Rating **	78.9%	85.7%	88%↑
OPERATIONAL INDICATORS			
Overall Preventative Maintenance Adherence Rate	97%	83%	90%↑
% Repeat Repairs/Failures	22.4%	13.5%	10%↓
Average Fleet Availability ***	99%	TBD	95%↑
Average Fleet Vehicle Productivity (Fleet Utilization) ****	75.4%	TBD	75%↑
Fleet Assets-to-Mechanic Ratio	67	TBD	52↓
% of Repairs Outsourced	10.5%	11.3%	10%↓

A value denoted by "N/A" indicates a measurement was not assessed or will not be assessed

TBD – To be determined and calculated by the end of the fiscal year (this is an annual measurement)

* FY 14/15 actual results reflect current values reported as of the end of Q2

** Employee engagement and customer service survey conducted annually by City Administration and distributed to all employees.

*** Measures the negative or positive effects of vehicle downtime annually

**** Measures percentage of vehicles with high or low utilization annually

↑ - Target's goal is to maximize/increase; ↓- Target's goal is to minimize/decrease

CITY OF WINTER GARDEN
FY 2015/2016 BUDGET
GENERAL FUND EXPENDITURES
ADMINISTRATIVE SERVICES DEPARTMENT
FLEET MANAGEMENT DIVISION

		2014 ACTUAL	2015 ORIGINAL BUDGET	2015 AMENDED BUDGET	2016 PROPOSED BUDGET
001-0747-539.12-00	REGULAR SALARIES AND WAGES	248,979	262,756	262,756	312,916
001-0747-539.14-00	OVERTIME	13,189	2,500	11,500	12,500
001-0747-539.21-00	FICA TAXES	19,528	20,547	20,547	24,894
001-0747-539.22-00	RETIREMENT CONTRIBUTIONS	35,877	39,550	39,550	34,136
001-0747-539.23-00	LIFE AND HEALTH INSURANCE	39,416	41,594	41,594	44,090
001-0747-539.24-00	WORKERS' COMPENSATION	5,182	5,639	5,639	5,639
001-0747-539.25-00	UNEMPLOYMENT COMPENSATION	-	-	-	1,000
001-0747-539.26-00	OTHER POST EMPLOYMENT BENEFITS	6,571	9,760	9,760	9,760
	TOTAL PERSONAL SERVICES	368,742	382,346	391,346	444,936
001-0747-539.34-01	MISC OTHER CONTRACTUAL SERVICES	456	725	725	725
001-0747-539.34-08	PERSONNEL SERVICES	-	-	-	1,000
001-0747-539.40-00	TRAVEL AND PER DIEM	2,862	-	-	250
001-0747-539.41-02	TELEPHONE SERVICES	3,763	3,960	3,960	3,960
001-0747-539.41-03	RADIO SERVICES	76	77	77	77
001-0747-539.41-04	INTERNET	-	-	-	180
001-0747-539.41-05	COMMUNICATIONS/FREIGHT-POSTAGE	-	50	50	50
001-0747-539.44-00	RENTALS AND LEASES	4,880	4,512	4,512	4,512
001-0747-539.45-00	INSURANCE	3,069	4,199	4,199	4,199
001-0747-539.46-02	REPAIR AND MAINT SVCS-EQUIPMENT	2,578	2,100	2,100	6,950
001-0747-539.46-03	REPAIR AND MAINT SVCS-VEHICLES	6,094	2,500	18,150	5,000
001-0747-539.46-05	REPAIR AND MAINT SVCS-SOFTWARE	4,108	6,295	6,295	10,508
001-0747-539.46-10	REPAIR AND MAINT SVCS-BUILDING	5,011	2,000	2,000	3,500
001-0747-539.47-01	MISC PRINTING AND BINDING	41	160	160	114
001-0747-539.49-01	MISC OTHR CUR CHGS & OBLIGATIONS	600	200	200	200
001-0747-539.49-05	LICENSES, TAXES, AND CERTIFICATIONS	50	50	50	50
001-0747-539.51-00	OFFICE SUPPLIES	1,330	500	500	500
001-0747-539.52-01	MISCELLANEOUS OPERATING SUPPLIES	17,144	18,500	21,500	22,450
001-0747-539.52-02	CHEMICALS	459	2,580	2,580	2,325
001-0747-539.52-03	GASOLINE AND OIL	16,806	18,573	18,573	17,669
001-0747-539.52-04	UNIFORMS AND ACCESSORIES	8,104	6,183	6,183	7,210
001-0747-539.54-01	DUES AND SUBSCRIPTIONS	-	530	530	550
001-0747-539.54-02	SEMINARS AND COURSES	1,188	1,500	1,500	4,600
	TOTAL OPERATING EXPENDITURES	78,619	75,194	93,844	96,579
001-0747-539.62-00	BUILDINGS	5,294	-	-	-
001-0747-539.64-00	EQUIPMENT	22,302	-	-	15,800
	TOTAL CAPITAL OUTLAY	27,596	-	-	15,800
TOTAL FLEET MANAGEMENT DIVISION		**474,957**	**457,540**	**485,190**	**557,315**
TOTAL ADMINISTRATIVE SERVICES DEPARTMENT		**1,477,356**	**1,548,807**	**1,576,457**	**1,751,576**

- PUBLIC SAFETY -

Police – Sworn

Police – Non-sworn

Police – Communications

Fire/Rescue Department

WINTER GARDEN

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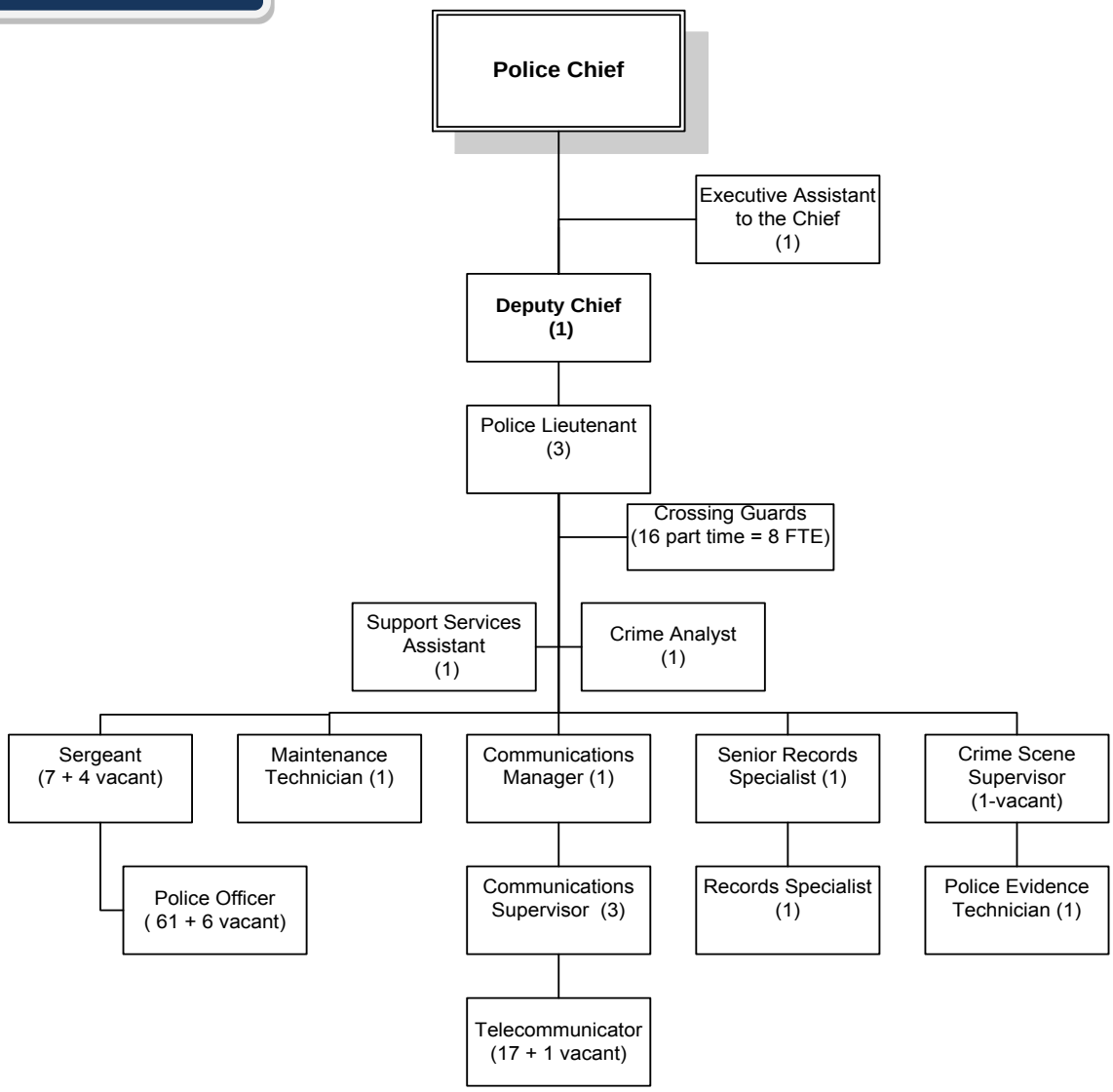
POLICE DEPARTMENT

BUSINESS PLAN & KEY PERFORMANCE INDICATORS SUMMARY

MISSION STATEMENT:	CORE FUNCTIONS:
Create safe communities by building partnerships to prevent crime and utilizing modern technology to target criminal activities.	• Patrol • Criminal Investigations • Community Oriented Policing • Forensics • Dispatch (911 and Non-Emergency Services)
CHALLENGES: • Prolonged economic pressures could increase crime and negatively affect police resources • Citizen's apathy towards public safety initiatives • Population growth with no staff increases	**BUSINESS ASSUMPTIONS:** • Citizens will respond favorably to outreach efforts • Economy will stabilize • Staffing levels will remain • Sufficient forfeiture revenue to support 'at risk youth' programs

Organizational Structure

FTE: 121



FY 2015-2016 STRATEGIC PRIORITY, GOAL & OBJECTIVES

Strategic Priority #1
Ensure a Safe Community

Department Goal
Increase sense of safety throughout downtown and all residential communities

Objectives
- Identify and address crime trends to improve the perceived sense of 'safety from property crime index'.
- Analyze trends and improve violent crime prevention initiatives throughout the community to achieve a high sense of safety regarding violent crimes.
- Expand Crime Prevention initiatives to improve the sense of safety around the 'crime prevention index'.
- Provide proactive education and community awareness through increased use of technology-based solutions to improve how residents feel about neighborhood safety.
- Improve patrol presence and activity throughout the downtown district to increase the overall sense of safety throughout Winter Garden's downtown district.

Strategic Priority #2
Foster a Culture of Teamwork and Collaboration

Department Goal
Promote a high performing organization

Objective
- Foster an environment of collaboration and effective communication through ongoing coaching and feedback opportunities that will result in highly motivated and productive employees.

KEY PERFORMANCE INDICATOR RESULTS & TARGETS

Key Performance Indicators	FY 13/14 Actual	* FY 14/15 Actual	FY 15/16 Target
CUSTOMER SERVICE INDICATORS			
Safety From Property Crime Index	69%	75%	77%↑
Safety From Violent Crime Index	81%	88%	89%↑
Sense of Safety Throughout the City Composite Satisfaction Index **	87.5%	91.3%	92%↑
Employee Motivation and Productivity Satisfaction Rating	N/A	77.7%	85%↑
OPERATIONAL INDICATORS			
Property Crime Clearance Rate	34.9%	TBD	34%↑
Crime Clearance Rate	37.8%	TBD	36.4%↑
# of Crimes Reported	1,439	900	1,380↓
Code 3 Calls per 1,000 Residents	22.5	14.9	23.1↓
Code 3 Calls Response Time (high priority emergencies)	4:52	4:47	4:00↓

A value denoted by "N/A" indicates a measurement was not assessed or will not be assessed

TBD – To be determined and calculated by the end of the fiscal year (this is an annual measurement)

* FY 14/15 actual results reflect current values reported as of the end of May 2015

** Represents an average of four community safety indices from the bi-annual citizen survey: 'Safety in Your Neighborhood during the Day Index', 'Safety in Your Neighborhood after Dark Index', 'Safety in Downtown during the Day Index' and 'Safety in Downtown after Dark Index'.

↑ - Target's goal is to maximize/increase; ↓- Target's goal is to minimize/decrease

CITY OF WINTER GARDEN
FY 2015/2016 BUDGET
GENERAL FUND EXPENDITURES
POLICE DEPARTMENT
SWORN DIVISION

		2014 ACTUAL	2015 ORIGINAL BUDGET	2015 AMENDED BUDGET	2016 PROPOSED BUDGET
001-0521-521.12-00	REGULAR SALARIES AND WAGES	4,007,069	4,253,609	4,214,160	4,602,294
001-0521-521.14-00	OVERTIME	68,644	40,000	40,000	62,820
001-0521-521.15-00	SPECIAL PAY	64,850	64,740	64,740	64,740
001-0521-521.16-00	SPECIAL DETAIL	195,043	211,932	211,932	224,097
001-0521-521.21-00	FICA TAXES	310,901	349,626	349,626	379,615
001-0521-521.22-00	RETIREMENT CONTRIBUTIONS	586,566	625,423	625,423	652,720
001-0521-521.23-00	LIFE AND HEALTH INSURANCE	595,044	681,641	681,641	701,252
001-0521-521.24-00	WORKERS' COMPENSATION	118,683	114,792	114,792	125,123
001-0521-521.25-00	UNEMPLOYMENT COMPENSATION	3,291	4,447	4,447	4,447
001-0521-521.26-00	OTHER POST EMPLOYMENT BENEFITS	45,749	41,735	41,735	41,735
	TOTAL PERSONAL SERVICES	5,995,840	6,387,945	6,348,496	6,858,843
001-0521-521.31-01	MISC PROFESSIONAL SERVICES	7,487	3,020	10,624	5,900
001-0521-521.31-02	LEGAL SERVICES	8,880	15,000	15,000	15,000
001-0521-521.31-06	MEDICAL SERVICES	3,150	3,400	3,400	4,925
001-0521-521.34-01	MISC OTHER CONTRACTUAL SERVICES	53,311	52,939	52,939	72,579
001-0521-521.40-00	TRAVEL AND PER DIEM	3,386	3,900	3,900	2,200
001-0521-521.41-01	CABLE SERVICES	762	780	780	660
001-0521-521.41-02	TELEPHONE SERVICES	28,124	28,884	28,884	29,316
001-0521-521.41-03	RADIO SERVICES	5,673	5,184	5,184	5,184
001-0521-521.41-04	INTERNET SERVICES	42,295	41,200	41,200	48,500
001-0521-521.41-05	POSTAGE	2,061	1,704	1,704	2,712
001-0521-521.43-00	UTILITY SERVICES	59,431	54,012	54,012	56,388
001-0521-521.44-00	RENTALS AND LEASES	34,347	50,048	50,048	49,340
001-0521-521.45-00	INSURANCE	46,039	42,652	42,652	42,652
001-0521-521.46-02	REPAIR AND MAINT SVCS-EQUIPMENT	24,776	22,027	26,308	28,476
001-0521-521.46-03	REPAIR AND MAINT SVCS-VEHICLES	82,190	87,179	87,179	104,232
001-0521-521.46-05	REPAIR AND MAINT SVCS-SOFTWARE	80,098	84,114	84,114	90,836
001-0521-521.46-06	REPAIR AND MAINT SVCS-HARDWARE	125	250	250	-
001-0521-521.46-10	REPAIR AND MAINT SVCS-BUILDING	6,866	8,244	9,744	14,448
001-0521-521.47-01	MISC PRINTING AND BINDING	5,242	5,470	5,470	5,230
001-0521-521.48-01	ADVERTISEMENT-LEGAL, OTHER	-	-	-	250
001-0521-521.49-01	MISC OTHR CUR CHGS & OBLIGATIONS	138	200	200	200
001-0521-521.49-05	LICENSES, TAXES, AND CERTIFICATIONS	1,451	1,100	1,100	1,800
001-0521-521.51-00	OFFICE SUPPLIES	10,426	11,436	16,436	11,076
001-0521-521.52-01	MISCELLANEOUS OPERATING SUPPLIES	179,639	201,766	231,660	287,525
001-0521-521.52-03	GASOLINE AND OIL	240,147	252,000	252,000	214,236
001-0521-521.52-04	UNIFORMS AND ACCESSORIES	52,291	55,033	55,033	70,352
001-0521-521.54-01	DUES AND SUBSCRIPTIONS	5,774	7,205	7,205	7,386
001-0521-521.54-02	SEMINARS AND COURSES	3,582	4,115	4,115	3,975
001-0521-521.54-03	EDUCATIONAL ASSISTANCE PROGRAM	50,413	48,000	48,000	48,000
001-0521-521.54-04	EDUCATION-SECOND DOLLAR FUNDING	13,043	17,500	17,500	17,500
	TOTAL OPERATING EXPENDITURES	1,051,147	1,108,362	1,156,641	1,240,878

001-0521-521.62-00	BUILDING	40,310	30,000	30,000	40,000
001-0521-521.64-00	MACHINERY AND EQUIPMENT	201,111	271,780	402,492	140,106
	TOTAL CAPITAL OUTLAY	241,421	301,780	432,492	180,106
001-0521-581.91-02	GRANTS-CITY MATCH	1,478	6,282	6,282	10,368
	TOTAL OTHER USES	1,478	6,282	6,282	10,368
TOTAL SWORN DIVISION		**7,289,886**	**7,804,369**	**7,943,911**	**8,290,195**

CITY OF WINTER GARDEN
FY 2015/2016 BUDGET
GENERAL FUND EXPENDITURES
POLICE DEPARTMENT
NONSWORN-MISCELLANEOUS DIVISION

		2014 ACTUAL	2015 ORIGINAL BUDGET	2015 AMENDED BUDGET	2016 PROPOSED BUDGET
001-0520-521.12-00	REGULAR SALARIES AND WAGES	276,711	282,710	282,710	312,555
001-0520-521.13-00	OTHER SALARIES AND WAGES	97,803	130,375	130,375	102,084
001-0520-521.14-00	OVERTIME	2,955	6,000	6,000	6,000
001-0520-521.21-00	FICA TAXES	27,796	32,060	32,060	32,179
001-0520-521.22-00	RETIREMENT CONTRIBUTIONS	34,062	43,047	43,047	33,416
001-0520-521.23-00	LIFE AND HEALTH INSURANCE	43,545	59,155	59,155	62,704
001-0520-521.24-00	WORKERS' COMPENSATION	4,772	6,705	6,705	6,705
001-0520-521.25-00	UNEMPLOYMENT COMPENSATION	103	343	343	343
001-0520-521.26-00	OTHER POSTEMPLOYMENT BENEFITS	2,250	6,000	6,000	6,000
	TOTAL PERSONAL SERVICES	489,997	566,395	566,395	561,987
001-0520-521.31-01	MISC PROFESSIONAL SERVICES	841	230	230	230
001-0520-521.31-02	LEGAL SERVICES	110	-	-	-
001-0520-521.34-01	MISC CONTRACTUAL SERVICES	50	-	-	-
001-0520-521.40-00	TRAVEL AND PER DIEM	196	2,625	2,625	2,506
001-0520-521.41-02	TELEPHONE SERVICES	1,423	1,440	1,440	2,054
001-0520-521.46-05	REPAIR AND MAINT SVCS-SOFTWARE	1,474	1,475	1,475	5,590
001-0520-521.47-01	MISC PRINTING AND BINDING	-	-	-	50
001-0520-521.49-05	LICNSES/TAXES/CERTIFICTNS	146	294	294	450
001-0520-521.51-00	OFFICE SUPPLIES	-	1,480	1,480	1,480
001-0520-521.52-01	MISCELLANEOUS OPERATING SUPPLIES	64	450	450	1,150
001-0520-521.52-03	GASOLINE AND OIL	-	-	-	3,300
001-0520-521.52-04	UNIFORMS AND ACCESSORIES	2,138	1,794	1,794	3,114
001-0520-521.54-01	DUES AND SUBSCRIPTIONS	227	345	345	385
001-0520-521.54-02	SEMINARS AND COURSES	1,515	1,050	1,050	2,480
001-0520-521.54-03	EDUCATIONAL ASSISTANCE PROGRAM	8,626	10,000	10,000	8,000
	TOTAL OPERATING EXPENDITURES	16,810	21,183	21,183	30,789
TOTAL NONSWORN-MISCELLANEOUS DIVISION		**506,807**	**587,578**	**587,578**	**592,776**

CITY OF WINTER GARDEN
FY 2015/2016 BUDGET
GENERAL FUND EXPENDITURES
POLICE DEPARTMENT
NONSWORN-COMMUNICATIONS DIVISION

		2014 ACTUAL	2015 ORIGINAL BUDGET	2015 AMENDED BUDGET	2016 PROPOSED BUDGET
001-0530-521.12-00	REGULAR SALARIES AND WAGES	414,273	517,765	588,747	811,315
001-0530-521.14-00	OVERTIME	29,796	25,000	29,910	25,000
001-0530-521.21-00	FICA TAXES	31,855	41,549	47,132	63,978
001-0530-521.22-00	RETIREMENT CONTRIBUTIONS	61,454	80,306	91,190	87,729
001-0530-521.23-00	LIFE AND HEALTH INSURANCE	74,850	117,387	138,312	146,611
001-0530-521.24-00	WORKERS' COMPENSATION	793	877	1,077	1,077
001-0530-521.26-00	OTHER POSTEMPLOYMENT BENEFITS	3,000	3,000	3,000	3,000
	TOTAL PERSONAL SERVICES	616,021	785,884	899,368	1,138,710
001-0530-521.31-01	MISC PROFESSIONAL SERVICES	100	1,725	1,725	230
001-0530-521.34-01	MISC CONTRACTUAL SERVICES	-	-	-	5,500
001-0530-521.40-00	TRAVEL AND PER DIEM	1,330	2,504	2,504	2,350
001-0530-521.41-02	TELEPHONE SERVICES	1,654	2,220	2,220	1,320
001-0530-521.43-00	UTILITY SERVICES	1,846	1,980	1,980	2,088
001-0530-521.44-00	RENTALS AND LEASES	2,017	2,988	2,988	1,596
001-0530-521.45-00	INSURANCE	11	10	10	10
001-0530-521.46-02	REPAIR AND MAINT SVCS-EQUIPMNT	13,561	13,800	13,800	21,150
001-0530-521.46-05	REPAIR AND MAINT SVCS-SOFTWARE	10,000	10,000	10,000	10,000
001-0530-521.46-10	REPAIR AND MAINT SVCS-BUILDING	5,586	8,209	8,209	68,396
001-0530-521.47-01	MISC PRINTING AND BINDING	87	100	100	100
001-0530-521.49-05	LICNSES/TAXES/CERTIFICTNS	-	150	150	350
001-0530-521.51-00	OFFICE SUPPLIES	267	3,030	8,061	2,380
001-0530-521.52-01	MISCELLANEOUS OPERATING SUPPLIES	4,576	3,520	13,326	4,200
001-0530-521.52-04	UNIFORMS AND ACCESSORIES	1,405	3,250	3,250	4,725
001-0530-521.54-01	DUES AND SUBSCRIPTIONS	230	270	270	720
001-0530-521.54-02	SEMINARS AND COURSES	1,393	2,300	2,300	2,250
001-0530-521.54-03	EDUC ASSIST PROG REIMBURS	972	2,000	2,000	2,000
	TOTAL OPERATING EXPENDITURES	45,035	58,056	72,893	129,365
001-0530-521.62-00	BUILDINGS	-	-	22,048	-
001-0530-521.64-00	MACHINERY AND EQUIPMENT	118,026	-	97,059	-
	TOTAL CAPITAL OUTLAY	118,026	-	119,107	-
TOTAL NONSWORN-COMMUNICATIONS DIVISION		**779,082**	**843,940**	**1,091,368**	**1,268,075**
TOTAL POLICE DEPARTMENT		**8,575,775**	**9,235,887**	**9,622,857**	**10,151,046**

WINTER GARDEN

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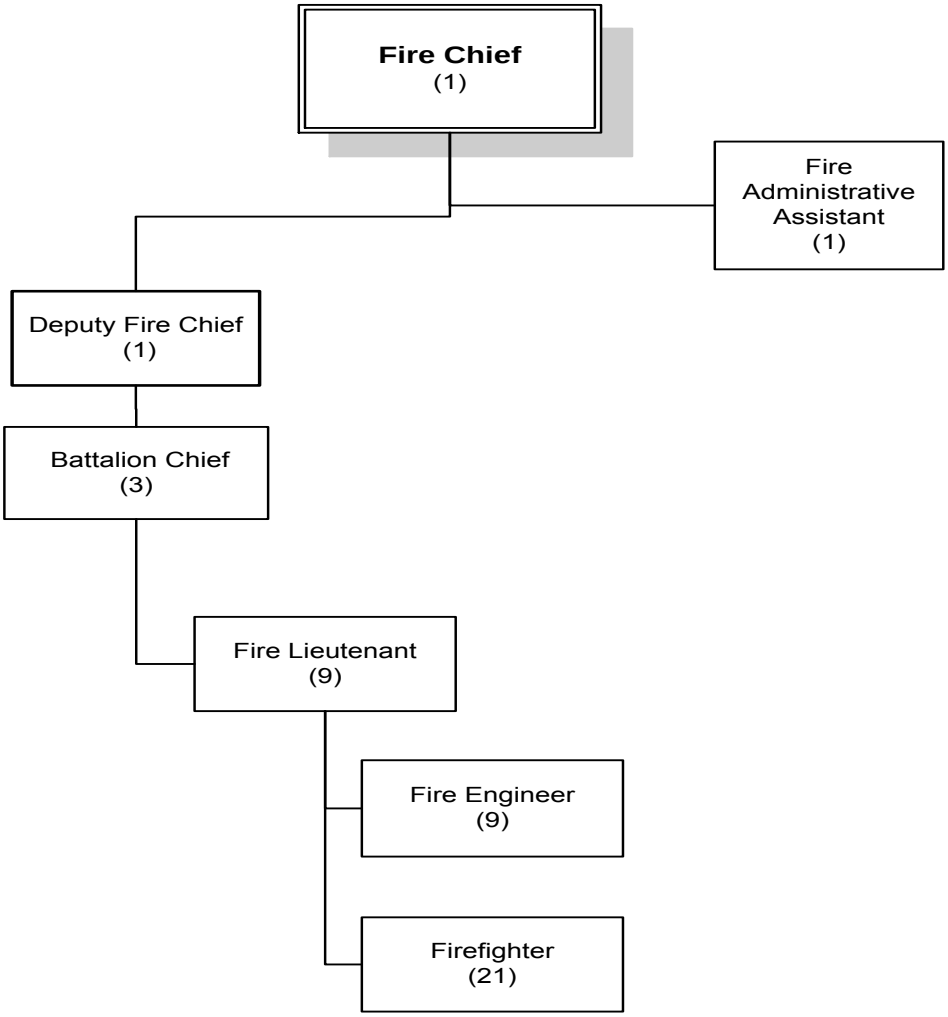
FIRE/RESCUE DEPARTMENT

BUSINESS PLAN & KEY PERFORMANCE INDICATORS SUMMARY

MISSION STATEMENT:	CORE FUNCTIONS:
Protect life and property from fire and other emergencies within our community through public education, fire code management, and timely responses to incidents.	• Fire, medical, and other incident responses • Fire inspections • Emergency Preparedness
CHALLENGES: • Insufficient funding to maintain service levels in a weak poor economy	**BUSINESS ASSUMPTIONS:** • Reliable dispatching/communication services • Citizens will respond well to outreach efforts

Organizational Structure

FTE: 45



FY 2015-2016 STRATEGIC PRIORITIES, GOALS & OBJECTIVES

Strategic Priority #1
Ensure a Safe Community

Department Goal
Protection and preservation of life and property

Objectives
- Prepare community for natural disasters and other emergency situations by rolling out an emergency awareness campaign/program and distributing resource kits to improve the 'emergency preparedness satisfaction index'.
- Improve the 'fire prevention & education satisfaction index' through continued fire prevention outreach campaign to conduct smoke detector inspections in all manufactured homes.
- Ensure efficient and timely responsiveness to fire emergency calls and the overall delivery of fire services to the community.
- Ensure efficient and timely responsiveness to medical emergency calls and the overall delivery of ambulance and EMS services to the community.
- Continue to provide the Citizen CPR training program to improve the 'CPR certified per 1,000 residents ratio' from **19** to **25** (where for every 1,000 residents there are 25 individuals in the community trained to use CPR).

Strategic Priority #2
Provide Sound Fiscal Management

Department Goal
Improve control of Fire Department's operating cost

Objective
- Continue to monitor as well as control usage of firefighter overtime and ensure policies and management practices are adhered to by all supervisors.

Strategic Priority #3
Foster a Culture of Teamwork and Collaboration

Department Goal
Promote a high performing organization

Objective
- Foster an environment of collaboration and effective communication through ongoing coaching and feedback opportunities that will result in highly motivated and productive employees.

KEY PERFORMANCE INDICATOR RESULTS & TARGETS

Key Performance Indicators	FY 13/14 Actual	* FY 14/15 Actual	FY 15/16 Target
CUSTOMER SERVICE INDICATORS			
Fire Services Satisfaction Index	92%	97%	98%↑
Emergency Medical Services Satisfaction Index	90%	96%	97%↑
Employee Motivation and Productivity Satisfaction Rating	N/A	77.8%	85%↑
OPERATIONAL INDICATORS			
Fire Average Response Time	5:35	5:20	5:30↓
EMS Average Response Time	5:07	5:09	5:10↓

A value denoted by "N/A" indicates a measurement was not assessed or will not be assessed

* FY 14/15 actual results reflect current values reported as of the end of Q2

↑ - Target's goal is to maximize/increase; ↓- Target's goal is to minimize/decrease

CITY OF WINTER GARDEN
FY 2015/2016 BUDGET
GENERAL FUND EXPENDITURES
FIRE DEPARTMENT

		2014 ACTUAL	2015 ORIGINAL BUDGET	2015 AMENDED BUDGET	2016 PROPOSED BUDGET
001-062X-522.12-00	REGULAR SALARIES & WAGES	2,382,262	2,509,917	2,509,917	2,591,945
001-062X-522.14-00	OVERTIME	227,081	182,300	182,300	182,300
001-062X-522.15-00	SPECIAL PAY	109,433	35,180	35,180	35,180
001-062X-522.21-00	FICA TAXES	196,435	212,764	212,764	214,921
001-062X-522.22-00	RETIREMENT CONTRIBUTIONS	385,460	391,382	391,382	387,701
001-062X-522.23-00	LIFE AND HEALTH INSURANCE	360,725	450,691	450,691	477,732
001-062X-522.24-00	WORKERS' COMPENSATION	91,520	90,837	90,837	90,837
001-062X-522.25-00	UNEMPLOYMENT COMPENSATION	-	2,190	2,190	2,190
001-062X-522.26-00	OTHER POST EMPLOYMENT BENEFITS	6,000	7,500	7,500	6,000
	TOTAL PERSONAL SERVICES	3,758,916	3,882,761	3,882,761	3,988,806
001-062X-522.31-01	MISC PROF SRVC	4,218	-	-	-
001-062X-522.31-02	LEGAL	12,590	7,500	7,500	7,500
001-062X-522.31-06	MEDICAL SERVICES	17,556	16,472	16,472	19,836
001-062X-522.34-01	MISC CONTRACTUAL SERVICES	194,445	188,444	188,444	202,854
001-062X-522.40-00	TRAVEL AND PER DIEM	1,048	1,300	1,300	1,300
001-062X-522.41-01	MISC COMMUNICTN/FRGHT SVC	1,882	1,825	1,825	2,150
001-062X-522.41-02	TELEPHONE SERVICES	13,617	14,900	14,900	16,100
001-062X-522.41-03	RADIO SERVICES	656	750	750	750
001-062X-522.41-04	INTERNET SERVICES	26,513	31,725	31,725	30,265
001-062X-522.41-05	POSTAGE	804	1,000	1,000	750
001-062X-522.43-00	UTILITY SERVICES	71,461	61,860	61,860	71,000
001-062X-522.44-00	RENTALS AND LEASES	8,829	8,900	8,900	8,900
001-062X-522.45-00	INSURANCE	48,616	47,544	47,544	47,544
001-062X-522.46-01	REPAIR/MAINT SVC-MISC	-	450	450	450
001-062X-522.46-02	REPAIR/MAINT SVC-EQUIPMNT	20,984	25,350	25,350	24,870
001-062X-522.46-03	REPAIR/MAINT SVC-VEHICLES	75,700	73,520	73,520	88,950
001-062X-522.46-05	REPAIR/MAINT SVC-SOFTWARE	-	1,000	1,000	1,000
001-062X-522.46-06	REPAIR/MAINT SVC-HARDWARE	-	1,625	1,625	-
001-062X-522.46-10	REPAIR/MAINT SVC-BUILDING	26,222	18,750	18,750	19,750
001-062X-522.47-01	MISC PRINTING AND BINDING	2,004	2,000	2,000	2,000
001-062X-522.48-01	ADVERTISEMENT-LEGAL,OTHER	125	400	400	400
001-062X-522.48-02	PROMOTIONAL ITEMS	4,145	6,000	6,000	7,000
001-062X-522.49-05	LICNSES/TAXES/CERTIFICTNS	2,120	3,255	3,255	3,570
001-062X-522.51-00	OFFICE SUPPLIES	5,185	4,650	4,650	6,125
001-062X-522.52-01	MISC OPERATING SUPPLIES	120,968	100,850	100,850	107,528
001-062X-522.52-03	GASOLINE AND OIL	55,799	65,000	65,000	57,000
001-062X-522.52-04	UNIFORMS AND ACCESSORIES	35,086	62,400	62,400	58,280
001-062X-522.54-01	DUES AND SUBSCRIPTIONS	9,108	8,605	8,605	9,348
001-062X-522.54-02	SEMINARS AND COURSES	1,225	3,925	3,925	4,775
001-062X-522.54-03	EDUC ASSIST PROG REIMBURS	15,247	49,400	49,400	51,408
	TOTAL OPERATING EXPENDITURES	776,153	809,400	809,400	851,403

001-062X-522.62-00	BUILDINGS	4,496	17,650	35,293	64,000
001-062X-522.64-00	MACHINERY AND EQUIPMENT	470,397	183,212	183,212	180,697
	TOTAL CAPITAL OUTLAY	474,893	200,862	218,505	244,697
TOTAL FIRE DEPARTMENT		**5,009,962**	**4,893,023**	**4,910,666**	**5,084,906**

WINTER GARDEN

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- COMMUNITY DEVELOPMENT -

Planning

Building Inspection

Business Tax

Code Enforcement

WINTER GARDEN

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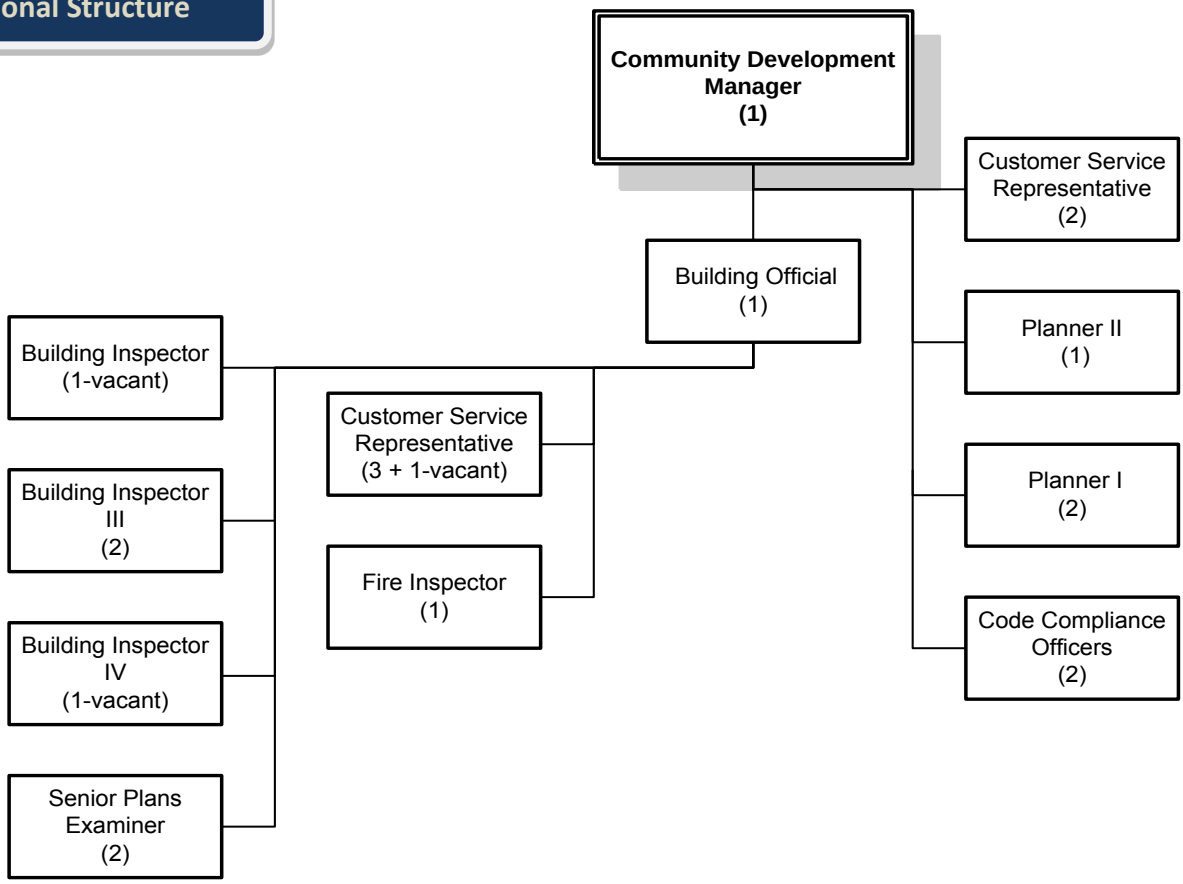
COMMUNITY DEVELOPMENT DEPARTMENT

BUSINESS PLAN & KEY PERFORMANCE INDICATORS SUMMARY

MISSION STATEMENT:	CORE FUNCTIONS:
To grow a sustainable City while preserving and enhancing both its natural and built environments.	• Oversee Development Review of Land Development Projects • Maintain City's Comprehensive Plan • Maintain and update City's development codes • Review building plans • Issue building permits • Conduct building inspections • Enforce City codes • Collect business taxes
CHALLENGES: • Legislative growth management changes and mandates • Effect of the state of the economy on land/property maintenance, development and re-development. • Impact of concurrency requirements and standards • Coordination of state and regional agencies with municipal goals	**BUSINESS ASSUMPTIONS:** • Political support in place to grow community in a responsible manner • Necessary tools will be available to enable an effective and efficient Development Review Process

Organizational Structure

FTE: 20



FY 2015-2016 STRATEGIC PRIORITIES, GOALS & OBJECTIVES

Strategic Priority #1
Improve and Maintain Mobility

Department Goal
Improve and facilitate safe bicycle, pedestrian, and vehicle mobility throughout the City

Objective
- Partner with developers and community stakeholders to redesign as well as improve bicycle and pedestrian connectivity and access to the Downtown district.

Strategic Priority #2
Encourage a Thriving Economy

Department Goals
Expedient plan review process that ensures high quality development throughout the City
Speedy and quality turnaround service during plan review, permitting and inspection processes
Annex unincorporated enclaves to ensure efficient, consistent and cost effective services for all residents

Objectives
- Establish and uphold design quality standards that effectively support the plan review process for all commercial and residential development projects.
- Review and streamline Planning's project plan review processes to achieve average review cycle times of **90** days for sub-division projects and **60** days for commercial projects.
- Continue to evaluate and improve Building's process for plan review and permitting in order to achieve an average overall permitting turnaround time of **within 14 days**.
- Continue to monitor and enhance the inspection service delivery procedures and overall responsiveness for all construction and building alteration projects.
- Evaluate and target unincorporated segments of Winter Garden for annexation opportunities to expand the overall incorporated service area footprint.

Strategic Priority #3
Preserve the Natural Environment

Department Goal
Protect natural land areas throughout the City

Objective
- Ensure sufficient green space is allotted by new developers to continue improving the 'preservation of natural land areas satisfaction index'.

Strategic Priority #4
Provide an Attractive Community

Department Goal
Improve and preserve the aesthetics throughout the City

Objective
- Continue to proactively educate and engage citizens on enforcement standards and process to achieve and maintain high levels of voluntary citizen compliance.

Strategic Priority #5
Foster a Culture of Teamwork and Collaboration

Department Goal
Promote a high performing organization

Objective
- Foster an environment of collaboration and effective communication through ongoing coaching and feedback opportunities that will result in highly motivated and productive employees.

Strategic Priority #6
Deliver Quality Services Equitably and Respectfully

Department Goal
Provide excellent customer service to all citizens and residents

Objective
- Monitor and quality control Building and Planning's telephone customer service operations to achieve timely and satisfactory outcomes when handling or responding to the service needs of the business community and all citizens.

KEY PERFORMANCE INDICATORS & TARGETS

Key Performance Indicators	FY 13/14 Actual	* FY 14/15 Actual	FY 15/16 Target
CUSTOMER SERVICE INDICATORS			
Amount of Public Parking Satisfaction Index	66%	61%	65%↑
Availability of Paths and Walking Trails Satisfaction Index	84%	87%	89%↑
Ease of Bicycle Travel Satisfaction Index	82%	83%	85%↑
Ease of Car Travel Satisfaction Index	80%	90%	91%↑
Traffic Flow on Major Streets Satisfaction Index	72%	73%	75%↑
Code Enforcement Satisfaction Index	56%	67%	69%↑
Employee Motivation and Productivity Satisfaction Rating	N/A	77..8%	85%↑
OPERATIONAL INDICATORS			
Total Connected Trails & Paths (in feet)	72,296	TBD	78,500↑
Total Connected Sidewalks (in feet)	1,092,082	TBD	1,100,000↑
Average Overall Cycle Time for Project Plan Reviews - Subdivision (days)	N/A	TBD	90↓
Average Overall Cycle Time for Project Plan Reviews - Commercial (days)	N/A	TBD	60↓
Avg. Overall Permitting Turnaround Time (days)	18.9	11.03	14↓
% of Total Inspections Performed by Requested Date	98%	96%	98%↑
Ratio of Unincorporated Winter Garden	25.8%	TBD	25.0%↓
Average Days Taken to Close a Code Case	34	40	30↓
% of Complaints/Cases Brought into Compliance without Official Action	97%	100%	100%↑

* FY 14/15 actual results reflect current values reported as of the end of Q2

A value denoted by "N/A" indicates a measurement was not assessed or will not be assessed

TBD – To be determined and calculated by the end of the fiscal year (this is an annual measurement)

↑ - Target's goal is to maximize/increase; ↓- Target's goal is to minimize/decrease

CITY OF WINTER GARDEN
FY 2015/2016 BUDGET
GENERAL FUND EXPENDITURES
COMMUNITY DEVELOPMENT DEPARTMENT
PLANNING DIVISION

		2014 ACTUAL	2015 ORIGINAL BUDGET	2015 AMENDED BUDGET	2016 PROPOSED BUDGET
001-0315-515.12-00	REGULAR SALARIES AND WAGES	168,903	140,570	140,570	132,006
001-0315-515.13-00	OTHER SALARIES	-	-	-	31,200
001-0315-515.21-00	FICA TAXES	12,234	10,754	10,754	12,485
001-0315-515.22-00	RETIREMENT CONTRIBUTIONS	22,962	20,959	20,959	13,847
001-0315-515.23-00	LIFE AND HEALTH INSURANCE	21,792	38,990	38,990	27,492
001-0315-515.24-00	WORKERS' COMPENSATION	315	357	357	357
001-0315-515.25-00	UNEMPLOYMENT COMPENSATION	-	11,043	11,043	-
	TOTAL PERSONAL SERVICES	226,206	222,673	222,673	217,387
001-0315-515.31-01	MISC PROFESSIONAL SERVICES	136,095	85,000	105,000	85,000
001-0315-515.31-04	ENGINEERING	6,343	15,000	15,000	15,000
001-0315-515.34-01	MISC OTHER CONTRACTUAL SERVICES	47	500	500	500
001-0315-515.40-00	TRAVEL AND PER DIEM	-	375	375	375
001-0315-515.41-02	TELEPHONE SERVICES	2,478	4,078	4,078	4,078
001-0315-515.41-05	POSTAGE	2,621	2,500	2,500	2,500
001-0315-515.43-00	UTILITY SERVICES	9,491	10,400	10,400	10,400
001-0315-515.44-00	RENTALS AND LEASES	9,726	8,500	8,500	8,500
001-0315-515.45-00	INSURANCE	10,095	9,225	9,225	9,225
001-0315-515.46-05	REPAIR AND MAINT SVCS-SOFTWARE	11,437	10,702	10,702	10,702
001-0315-515.46-10	REPAIR AND MAINT SVCS-BUILDING	4,818	1,138	1,138	1,138
001-0315-515.47-01	MISC PRINTING AND BINDING	235	1,200	1,200	1,200
001-0315-515.48-01	PROMOTIONAL-ADVERTISEMENTS	5,152	5,000	5,000	5,000
001-0315-515.49-05	LICENSES/TAXES/CERTIFICATIONS	159	-	-	-
001-0315-515.51-00	OFFICE SUPPLIES	2,109	3,000	3,000	3,000
001-0315-515.52-01	MISCELLANEOUS OPERATING SUPPLIES	1,113	1,000	1,000	1,000
001-0315-515.52-03	GASOLINE AND OIL	-	100	100	100
001-0315-515.52-04	UNIFORMS AND ACCESSORIES	400	1,000	1,000	1,000
001-0315-515.54-01	DUES AND SUBSCRIPTIONS	146	1,250	1,250	1,250
001-0315-515.54-02	SEMINARS AND COURSES	-	350	350	350
001-0315-515.54-03	EDUCATIONAL ASSISTANCE PROGRAM	3,596	8,500	8,500	8,500
	TOTAL OPERATING EXPENDITURES	206,061	168,818	188,818	168,818
001-0315-554.43-00	UTILITY SERVICES	72	-	-	72
001-0315-554.49-00	LICENSES/TAXES/CERTIFICATIONS	113	-	-	115
	TOTAL HOUSING AND URBAN DEVELOP	185	-	-	187
TOTAL PLANNING DIVISION		**432,452**	**391,491**	**411,491**	**386,392**

CITY OF WINTER GARDEN
FY 2015/2016 BUDGET
GENERAL FUND EXPENDITURES
COMMUNITY DEVELOPMENT DEPARTMENT
BUILDING INSPECTION DIVISION

		2014 ACTUAL	2015 ORIGINAL BUDGET	2015 AMENDED BUDGET	2016 PROPOSED BUDGET
001-0324-524.12-00	REGULAR SALARIES AND WAGES	454,487	570,338	595,338	709,174
001-0324-524.14-00	OVERTIME	-	1,000	1,000	1,000
001-0324-524.21-00	FICA TAXES	32,865	44,038	45,951	54,328
001-0324-524.22-00	RETIREMENT CONTRIBUTIONS	62,449	85,186	88,914	74,497
001-0324-524.23-00	LIFE AND HEALTH INSURANCE	32,588	90,361	94,236	99,890
001-0324-524.24-00	WORKERS' COMPENSATION	5,998	7,696	7,771	7,696
001-0324-524.26-00	OTHER POSTEMPLOYMENT BENEFITS	3,000	3,000	3,000	6,000
	TOTAL PERSONAL SERVICES	591,387	801,619	836,210	952,586
001-0324-524.34-01	MISC OTHER CONTRACTUAL SERVICES	133,854	67,600	67,600	67,600
001-0324-524.34-08	PERSONNEL SERVICES	17,670	-	-	-
001-0324-524.40-00	TRAVEL AND PER DIEM	10	1,500	1,500	1,650
001-0324-524.41-02	TELEPHONE SERVICES	10,166	10,001	10,001	12,054
001-0324-524.41-04	INTERNET SERVICES	1,518	2,060	2,060	2,160
001-0324-524.41-05	POSTAGE	112	100	100	100
001-0324-524.43-00	UTILITY SERVICES	14,890	15,700	15,700	15,700
001-0324-524.44-00	RENTALS AND LEASES	3,092	5,050	5,050	5,050
001-0324-524.45-00	INSURANCE	20,843	18,926	18,926	18,926
001-0324-524.46-03	REPAIR AND MAINT SVCS-VEHICLES	3,393	2,050	2,050	2,500
001-0324-524.46-05	REPAIR AND MAINT SVCS-SOFTWARE	20,454	23,555	23,555	26,637
001-0324-524.46-06	REPAIR AND MAINT SVCS-HARDWARE	274	500	500	500
001-0324-524.46-10	REPAIR AND MAINT SVCS-BUILDING	9,074	1,872	1,872	1,872
001-0324-524.47-01	MISC PRINTING AND BINDING	481	650	650	650
001-0324-524.47-02	RECORDS MANAGEMENT	-	500	500	500
001-0324-524.49-05	LICENSES, TAXES, AND CERTIFICATIONS	110	250	250	400
001-0324-524.51-00	OFFICE SUPPLIES	2,316	1,450	1,450	2,500
001-0324-524.52-01	MISCELLANEOUS OPERATING SUPPLIES	6,461	1,920	1,920	1,920
001-0324-524.52-03	GASOLINE AND OIL	4,559	5,450	5,450	4,800
001-0324-524.52-04	UNIFORMS AND ACCESSORIES	1,897	2,000	2,000	2,520
001-0324-524.54-01	DUES AND SUBSCRIPTIONS	4,190	5,200	5,200	3,350
001-0324-524.54-02	SEMINARS AND COURSES	860	1,325	1,325	1,850
001-0324-524.54-03	EDUCATIONAL ASSIST PROG REIMB	55	10,099	10,099	10,000
	TOTAL OPERATING EXPENDITURES	256,279	177,758	177,758	183,239
001-0324-524.64-00	MACHINERY AND EQUIPMENT	2,345	-	2,500	188,455
	TOTAL CAPITAL OUTLAY	2,345	-	2,500	188,455
001-0324-599.99-99	TRANSFER TO FUND BALANCE	231,945	72,528	72,528	0
TOTAL BUILDING INSPECTION DIVISION		**1,081,956**	**1,051,905**	**1,088,996**	**1,324,281**

CITY OF WINTER GARDEN
FY 2015/2016 BUDGET
GENERAL FUND EXPENDITURES
COMMUNITY DEVELOPMENT DEPARTMENT
BUSINESS TAX DIVISION

		2014 ACTUAL	2015 ORIGINAL BUDGET	2015 AMENDED BUDGET	2016 PROPOSED BUDGET
001-0331-513.12-00	REGULAR SALARIES AND WAGES	13,055	20,898	20,898	21,525
001-0331-513.21-00	FICA TAXES	995	1,599	1,599	1,647
001-0331-513.22-00	RETIREMENT CONTRIBUTIONS	1,823	2,907	2,907	2,258
001-0331-513.23-00	LIFE AND HEALTH INSURANCE	9,502	3,299	3,299	3,497
001-0331-513.24-00	WORKERS' COMPENSATION	43	164	164	164
	TOTAL PERSONAL SERVICES	25,418	28,867	28,867	29,091
001-0331-513.41-02	TELEPHONE SERVICES	273	372	372	372
001-0331-513.41-05	POSTAGE	1,196	1,050	1,050	1,050
001-0331-513.45-00	INSURANCE	9	8	8	8
001-0331-513.46-05	REPAIR AND MAINT SVCS-SOFTWARE	1,661	1,597	1,597	1,597
001-0331-513.47-01	MISC PRINTING AND BINDING	-	700	700	700
001-0331-513.51-00	OFFICE SUPPLIES	-	250	250	250
001-0331-513.52-01	MISC OPERATING SUPPLIES	-	150	150	150
001-0331-513.52-04	UNIFORMS AND ACCESSORIES	-	100	100	100
	TOTAL OPERATING EXPENDITURES	3,139	4,227	4,227	4,227
TOTAL OCCUPATIONAL LICENSING DIVISION		**28,557**	**33,094**	**33,094**	**33,318**

CITY OF WINTER GARDEN
FY 2015/2016 BUDGET
GENERAL FUND EXPENDITURES
COMMUNITY DEVELOPMENT DEPARTMENT
CODE ENFORCEMENT DIVISION

		2014 ACTUAL	2015 ORIGINAL BUDGET	2015 AMENDED BUDGET	2016 PROPOSED BUDGET
001-0528-521.12-00	REGULAR SALARIES AND WAGES	66,631	139,288	139,288	134,404
001-0528-521.21-00	FICA TAXES	5,049	10,656	10,656	10,282
001-0528-521.22-00	RETIREMENT CONTRIBUTIONS	9,235	20,768	20,768	14,099
001-0528-521.23-00	LIFE AND HEALTH INSURANCE	30,264	27,356	27,356	28,998
001-0528-521.24-00	WORKERS' COMPENSATION	715	1,928	1,928	1,928
	TOTAL PERSONAL SERVICES	111,894	199,996	199,996	189,711
001-0528-521.31-02	LEGAL SERVICES	-	1,000	1,000	1,000
001-0528-521.34-01	MISC OTHER CONTRACTUAL SERVICES	2,192	35,000	55,000	35,000
001-0528-521.40-00	TRAVEL AND PER DIEM	13	1,200	1,200	1,200
001-0528-521.41-02	TELEPHONE SERVICES	2,251	1,966	1,966	1,966
001-0528-521.41-04	INTERNET SERVICES	776	1,272	1,272	1,272
001-0528-521.41-05	POSTAGE	1,238	1,000	1,000	1,000
001-0528-521.45-00	INSURANCE	429	392	392	392
001-0528-521.46-03	REPAIR AND MAINT SVCS-VEHICLES	2,817	600	600	600
001-0528-521.46-05	REPAIR AND MAINT SVCS-SOFTWARE	2,308	3,430	3,430	3,430
001-0528-521.47-01	MISC PRINTING AND BINDING	1,240	750	750	750
001-0528-521.48-01	PROMOTIONAL-ADVERTISEMENTS	1,285	500	500	500
001-0528-521.49-05	LICNSES/TAXES/CERTICATIONS	434	1,250	1,250	1,250
001-0528-521.51-00	OFFICE SUPPLIES	65	250	250	250
001-0528-521.52-01	MISCELLANEOUS OPERATING SUPPLIES	3,043	200	200	200
001-0528-521.52-03	GASOLINE AND OIL	4,558	3,750	3,750	3,750
001-0528-521.52-04	UNIFORMS AND ACCESSORIES	687	840	840	840
001-0528-521.54-01	DUES AND SUBSCRIPTIONS	-	145	145	145
001-0528-521.54-02	SEMINARS AND COURSES	-	675	675	675
	TOTAL OPERATING EXPENDITURES	23,336	54,220	74,220	54,220
TOTAL CODE ENFORCEMENT DIVISION		**135,230**	**254,216**	**274,216**	**243,931**
TOTAL COMMUNITY DEVELOPMENT DEPT		**1,678,195**	**1,730,706**	**1,807,797**	**1,987,921**

- PUBLIC SERVICES -

Administration

Cemetery

Streets

Engineering

WINTER GARDEN

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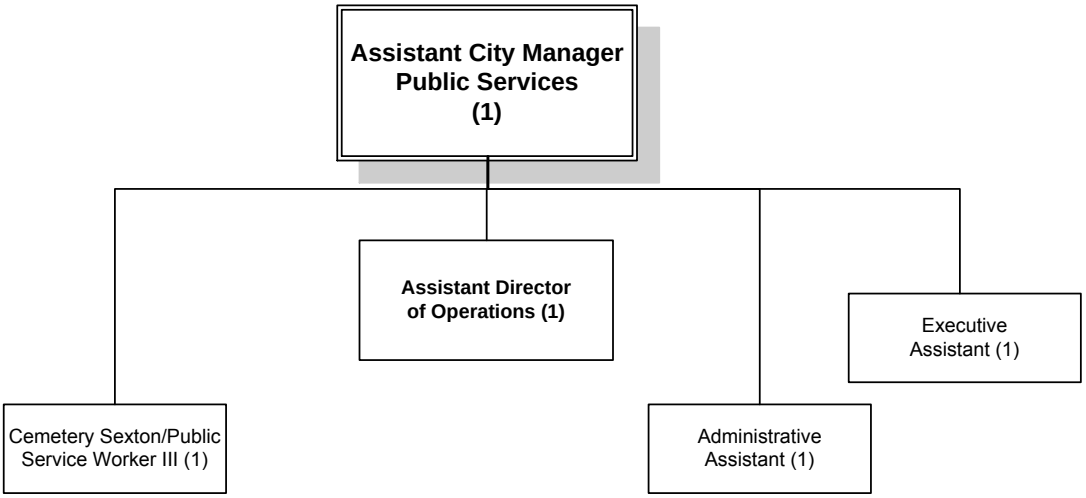
PUBLIC SERVICES DEPARTMENT
ADMINISTRATION/CEMETERY DIVISIONS
BUSINESS PLAN & KEY PERFORMANCE INDICATORS SUMMARY

MISSION STATEMENT:	CORE FUNCTIONS:
Administration: To facilitate the provision and maintenance of high quality infrastructure to efficiently deliver safe, reliable and responsive services. **Cemetery:** To compassionately assist family members with the planning of cemetery needs of our customers.	• Management of Public Services Divisions • Liaison to State & Federal Regulatory Agencies • Assist with cemetery needs and maintain attractive cemetery grounds
CHALLENGES:	**BUSINESS ASSUMPTIONS:**
• Unforeseen roadblocks while partnering with Orange County • Reliance on State and Federal Regulatory Agencies for approvals (permits and other requirements) • Impact Fee funding slowing on the rise for roadway and utility projects	• Few changes if any will be made to the Utility Rates. • Permitting of the new drinking water well at Woodlark Water Plant by SJRWMD.

Organizational Structure

FTE: 5



FY 2015-2016 STRATEGIC PRIORITIES, GOALS & OBJECTIVES

Strategic Priority #1
Preserve the Natural Environment

Department Goal
More environmentally friendly City focused on reducing ground water withdrawals

Objective

- Enhance wastewater and reclaimed water infrastructure to ensure NPDES/DEP compliance and expand system for future growth to reduce the volume of ground water withdrawals.

Strategic Priority #2

Provide Sound Fiscal Management

Department Goal

Provide alternative funding for City capital improvement projects

Objective

- Continuously pursue and acquire grant funding from state and federal levels to facilitate targeted City infrastructural improvements and achieve a capital improvements external funding rate of at least **10%**.

Strategic Priority #3

Maintain Quality Services and Infrastructure

Department Goal

Reduce flooding incidents from adverse weather conditions

Objective

- Identify and correct problem areas in the storm water system to minimize flooding incidents.

Strategic Priority #4

Foster a Culture of Teamwork and Collaboration

Department Goal

Promote a high performing organization

Objective

- Foster an environment of collaboration and effective communication through ongoing coaching and feedback opportunities that will result in highly motivated and productive employees.

KEY PERFORMANCE INDICATOR RESULTS & TARGETS

Key Performance Indicators	FY 13/14 Actual	* FY 14/15 Actual	FY 15/16 Target
CUSTOMER SERVICE INDICATORS			
Employee Motivation and Productivity Satisfaction Rating	N/A	77.7%	85%↑
FINANCIAL INDICATORS			
Capital Improvements External Funding Rate **	15%	9%	10%↑
Capital Improvements External Funding Received **	$479,000	$679,900	$500,000↑
OPERATIONAL INDICATORS			
Volume of Ground Water Withdrawals (in million gallons)	1,823.9	888	1,824↓
Total Number of Flooding Incidents	1	0	0↓

* FY 14/15 actual results reflect current values reported as of the end of Q2

**** Represents grant funding received or anticipated from state and/or federal programs (based on availability) that helps to offset the City's CIP budget

A value denoted by "N/A" indicates a measurement was not assessed or will not be assessed

↑ - Target's goal is to maximize/increase; ↓- Target's goal is to minimize/decrease

CITY OF WINTER GARDEN
FY 2015/2016 BUDGET
GENERAL FUND EXPENDITURES
PUBLIC SERVICES DEPARTMENT
ADMINISTRATION DIVISION

		2014 ACTUAL	2015 ORIGINAL BUDGET	2015 AMENDED BUDGET	2016 PROPOSED BUDGET
001-0701-539.12-00	REGULAR SALARIES AND WAGES	169,374	163,392	163,392	163,761
001-0701-539.21-00	FICA TAXES	11,839	12,955	12,955	12,528
001-0701-539.22-00	RETIREMENT CONTRIBUTIONS	14,687	24,362	24,362	17,179
001-0701-539.23-00	LIFE AND HEALTH INSURANCE	21,906	19,589	19,589	20,764
001-0701-539.24-00	WORKERS' COMPENSATION	1,374	237	237	237
001-0701-539.26-00	OTHER POSTEMPLOYMENT BENEFITS	-	3,000	3,000	-
	TOTAL PERSONAL SERVICES	219,180	223,535	223,535	214,468
001-0701-539.31-01	MISC PROFESSIONAL SERVICES	-	300	300	300
001-0701-539.31-04	ENGINEERING	-	-	-	500
001-0701-539.34-01	MISC OTHER CONTRACTUAL SERVICES	123	2,084	2,084	2,590
001-0701-539.34-08	PERSONNEL SERVICES	1,220	-	-	3,000
001-0701-539.40-00	TRAVEL AND PER DIEM	-	500	500	500
001-0701-539.41-02	TELEPHONE SERVICES	2,458	2,950	2,950	2,950
001-0701-539.41-03	RADIO SERVICES	15	-	-	15
001-0701-539.41-05	POSTAGE	317	300	300	300
001-0701-539.43-00	UTILITY SERVICES	33,867	25,500	25,500	25,500
001-0701-539.44-00	RENTALS AND LEASES	2,223	3,200	3,200	3,200
001-0701-539.45-00	INSURANCE	9,045	8,307	8,307	8,307
001-0701-539.46-02	REPAIR AND MAINT SVCS-EQUIPMENT	69	100	100	100
001-0701-539.46-03	REPAIR AND MAINT SVCS-VEHICLES	-	100	100	500
001-0701-539.46-10	REPAIR AND MAINT SVCS-BUILDING	1,637	2,100	2,100	2,100
001-0701-539.47-01	PRINTING AND BINDING	32	100	100	100
001-0701-539.48-01	PROMOTIONAL-ADVERTISEMENTS	147	-	-	450
001-0701-539.51-00	OFFICE SUPPLIES	2	200	200	200
001-0701-539.52-01	MISCELLANEOUS OPERATING SUPPLIES	2,203	1,500	1,500	1,100
001-0701-539.52-03	GASOLINE AND OIL	-	1,500	1,500	1,500
001-0701-539.52-04	UNIFORMS AND ACCESSORIES	200	692	692	692
001-0701-539.54-01	DUES AND SUBSCRIPTIONS	459	300	300	400
001-0701-539.54-02	SEMINARS AND COURSES	-	300	300	300
001-0701-539.54-03	EDUCATIONAL ASSISTANCE PROGRAM	-	-	6,488	6,488
	TOTAL OPERATING EXPENDITURES	54,017	50,033	56,521	61,092
TOTAL ADMINISTRATION DIVISION		**273,197**	**273,568**	**280,056**	**275,560**

CITY OF WINTER GARDEN
FY 2015/2016 BUDGET
GENERAL FUND EXPENDITURES
PUBLIC SERVICES DEPARTMENT
CEMETERY DIVISION

		2014 ACTUAL	2015 ORIGINAL BUDGET	2015 AMENDED BUDGET	2016 PROPOSED BUDGET
001-0739-539.12-00	REGULAR SALARIES AND WAGES	41,762	38,264	38,264	39,420
001-0739-539.14-00	OVERTIME	3,631	1,500	1,500	1,500
001-0739-539.16-00	SPECIAL DETAIL	214	2,953	2,953	2,953
001-0739-539.21-00	FICA TAXES	2,954	3,268	3,268	3,356
001-0739-539.22-00	RETIREMENT CONTRIBUTIONS	6,303	5,929	5,929	4,602
001-0739-539.23-00	LIFE AND HEALTH INSURANCE	11,398	14,731	14,731	15,615
001-0739-539.24-00	WORKERS' COMPENSATION	2,397	2,201	2,201	2,201
	TOTAL PERSONAL SERVICES	68,659	68,846	68,846	69,647
001-0739-539.31-06	MEDICAL SERVICES	-	100	100	100
001-0739-539.34-01	MISC CONTRACTUAL SERVICES	-	-	7,405	5,000
001-0739-539.41-02	TELEPHONE SERVICES	1,311	1,144	1,144	1,144
001-0739-539.41-04	INTERNET	429	300	300	400
001-0739-539.43-00	UTILITY SERVICES	5,438	4,518	4,518	4,518
001-0739-539.44-00	RENTALS AND LEASES	-	1,000	1,000	1,000
001-0739-539.45-00	INSURANCE	1,216	2,099	2,099	2,099
001-0739-539.46-02	REPAIR AND MAINT SVCS-EQUIPMENT	53	200	200	200
001-0739-539.46-03	REPAIR AND MAINT SVCS-VEHICLES	1,237	300	300	300
001-0739-539.46-10	REPAIR AND MAINT SVCS-BUILDING	3,390	1,000	1,000	2,000
001-0739-539.47-01	PRINTING AND BINDING	99	150	150	150
001-0739-539.49-05	LICENSES, TAXES, AND CERTIFICATIONS	801	1,300	1,300	1,300
001-0739-539.49-07	VAULT OPENINGS	65,927	56,158	56,158	66,158
001-0739-539.51-00	OFFICE SUPPLIES	13	100	100	100
001-0739-539.52-01	MISCELLANEOUS OPERATING SUPPLIES	2,221	3,910	3,910	2,560
001-0739-539.52-02	CHEMICALS	-	50	50	50
001-0739-539.52-03	GASOLINE AND OIL	1,582	1,407	1,407	1,407
001-0739-539.52-04	UNIFORMS AND ACCESSORIES	625	690	690	690
001-0739-539.54-01	DUES AND SUBSCRIPTIONS	49	300	300	100
001-0739-539.54-02	SEMINARS AND COURSES	-	350	350	350
	TOTAL OPERATING EXPENDITURES	84,391	75,076	82,481	89,626
001-0739-539.64-00	MACHINERY AND EQUIPMENT	-	-	-	24,149
	TOTAL CAPITAL OUTLAY	-	-	-	24,149
TOTAL CEMETERY DIVISION		**153,050**	**143,922**	**151,327**	**183,422**

WINTER GARDEN

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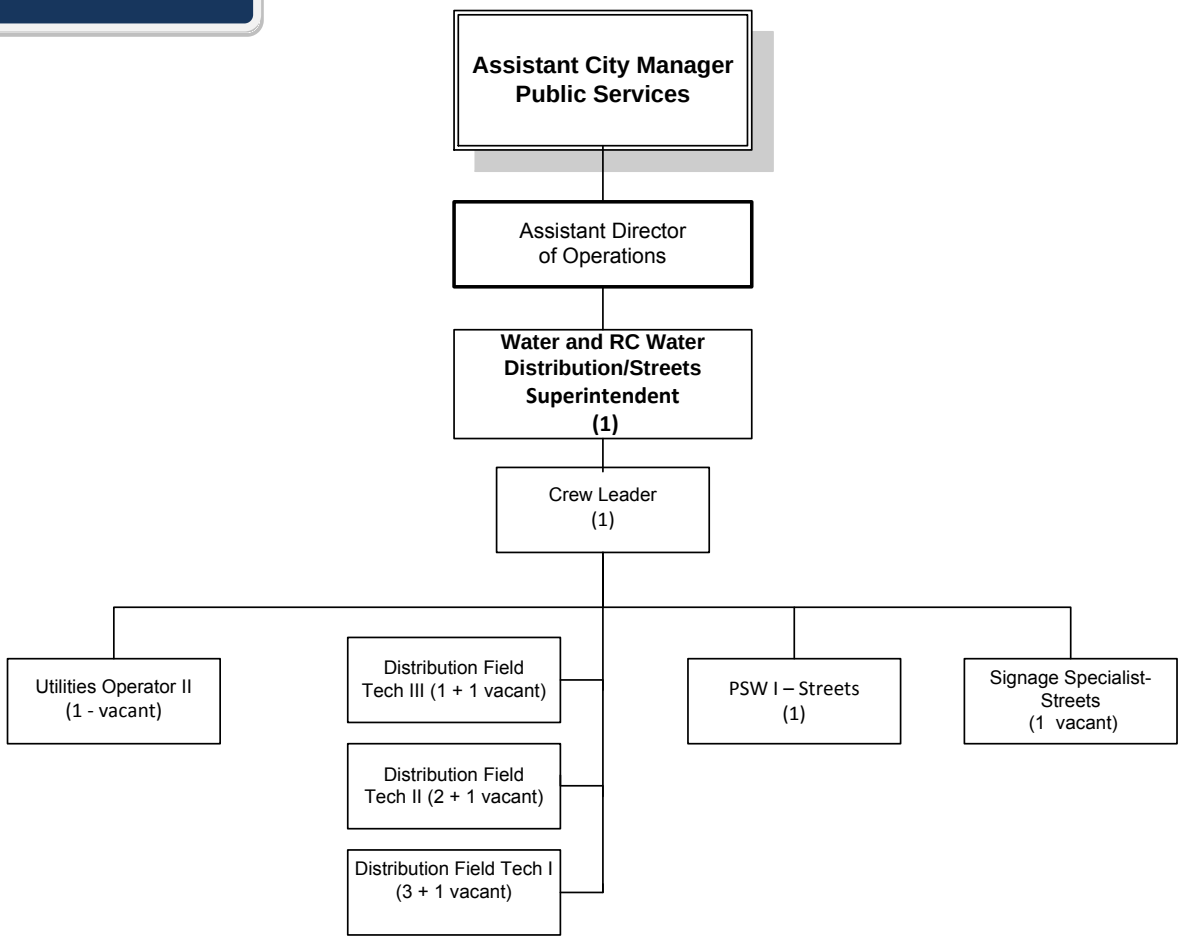
PUBLIC SERVICES DEPARTMENT
WATER & RECLAIMED WATER
DISTRIBUTION/STREETS DIVISION
BUSINESS PLAN & KEY PERFORMANCE INDICATORS SUMMARY

MISSION STATEMENT:	CORE FUNCTIONS:
Water Distribution: Consistently deliver quality potable and reclaimed water to all residents and business owners 24 hours a day and 7 days a week. **Streets**: Preserve and improve the City's roadways and sidewalks to provide safe, durable and efficient commute.	• Provide reliable water services • Provide and maintain roadways and sidewalks • Maintain traffic signs, traffic lights and street lights
CHALLENGES: • Adverse and abnormal weather patterns and conditions	**BUSINESS ASSUMPTIONS:** • Completion of Phase II installation of the new FlexNet water meters, which allows water meter consumption to be read remotely

Organizational Structure

FTE: 14



FY 2014-2015 STRATEGIC PRIORITIES, GOALS & OBJECTIVES

Strategic Priority #1
Improve and Maintain Mobility

Department Goal
Improve pedestrian infrastructure, bicycle and automobile transportation

Objectives
- Execute and perpetually evaluate City street maintenance program, including bicycle lanes, to increase the ‘street repair/maintenance satisfaction index’.
- Execute and perpetually evaluate City sidewalk maintenance plan, including bicycle trails, to improve the 'sidewalk maintenance satisfaction index'.
- Proactively ensure timely and accurate traffic communication to the public prior to or during scheduled or unscheduled road maintenance work to increase the 'ease of car travel in Winter Garden satisfaction index'.

Strategic Priority #2
Maintain Quality Services and Infrastructure

Department Goal
Maintain optimal water pressure levels and minimize water service interruptions for residents

Objective
- Timely execute water main capital improvements and provide enhanced fire training information to reduce water main breaks that occur annually.

KEY PERFORMANCE INDICATOR RESULTS & TARGETS

Key Performance Indicators	FY 13/14 Actual	* FY 14/15 Actual	FY 15/16 Target
CUSTOMER SERVICE INDICATORS			
Street Repair/Maintenance Satisfaction Index	64%	71%	73%↑
Sidewalk Maintenance Satisfaction Index	72%	79%	81%↑
Ease of Car Travel in Winter Garden Satisfaction Index	80%	90%	91%↑
OPERATIONAL INDICATORS			
% Street Repairs Resolved Within Timeframe Standard	100%	100%	100%↑
% of Sidewalk Repairs Resolved Within Timeframe Standard	100%	100%	100%↑

* FY 14/15 actual results reflect current values reported as of the end of Q2

↑ - Target’s goal is to maximize/increase; ↓- Target’s goal is to minimize/decrease

CITY OF WINTER GARDEN
FY 2015/2016 BUDGET
GENERAL FUND EXPENDITURES
PUBLIC SERVICES DEPARTMENT
STREETS DIVISION

		2014 ACTUAL	2015 ORIGINAL BUDGET	2015 AMENDED BUDGET	2016 PROPOSED BUDGET
001-0741-541.12-00	REGULAR SALARIES AND WAGES	95,645	77,375	77,375	77,049
001-0741-541.14-00	OVERTIME	4,724	6,200	6,200	6,200
001-0741-541.21-00	FICA TAXES	7,354	6,429	6,429	6,393
001-0741-541.22-00	RETIREMENT CONTRIBUTIONS	9,968	12,461	12,461	8,733
001-0741-541.23-00	LIFE AND HEALTH INSURANCE	18,708	33,702	33,702	30,816
001-0741-541.24-00	WORKERS' COMPENSATION	4,829	5,588	5,588	5,588
001-0741-541.25-00	UNEMPLOYMENT COMPENSATION	3,000	3,713	3,713	3,000
001-0741-541.26-00	OTHER POST EMPLOYMENT BENEFITS	3,750	5,750	5,750	3,000
	TOTAL PERSONAL SERVICES	147,978	151,218	151,218	140,779
001-0741-541.31-01	MISC PROFESSIONAL SERVICES	-	300	300	300
001-0741-541.31-06	MEDICAL SERVICES	-	200	200	200
001-0741-541.34-01	MISC OTHER CONTRACTUAL SERVICES	105,203	73,475	73,475	93,475
001-0741-541.34-08	PERSONNEL SERVICES	25,933	21,948	21,948	24,500
001-0741-541.40-00	TRAVEL AND PER DIEM	6	-	-	900
001-0741-541.41-02	TELEPHONE SERVICES	685	1,260	1,260	1,260
001-0741-541.41-03	RADIO SERVICES	214	350	350	350
001-0741-541.41-05	POSTAGE	40	-	-	-
001-0741-541.43-00	UTILITY SERVICES	6,939	6,930	6,930	6,930
001-0741-541.44-00	RENTALS AND LEASES	17,265	18,500	18,500	18,500
001-0741-541.45-00	INSURANCE	22,501	28,355	28,355	28,355
001-0741-541.46-01	REPAIR AND MAINT SVCS-MISC	-	400	400	400
001-0741-541.46-02	REPAIR AND MAINT SVCS-EQUIPMENT	34,290	26,500	26,500	26,500
001-0741-541.46-03	REPAIR AND MAINT SVCS-VEHICLES	6,125	23,548	23,548	9,750
001-0741-541.46-05	REPAIR AND MAINT SVCS-SOFTWARE	500	1,710	1,710	1,710
001-0741-541.46-09	REPAIR AND MAINT SVCS-SIDEWALKS	11,347	14,565	14,565	14,565
001-0741-541.46-10	REPAIR AND MAINT SVCS-BUILDING	4,120	500	500	500
001-0741-541.48-01	ADVERTISEMENT-LEGAL, OTHER	79	-	-	-
001-0741-541.49-04	TRAFFIC SIGNALS AND SIGNS	23,087	28,465	86,704	83,652
001-0741-541.49-05	LICENSES, TAXES, AND CERTIFICATIONS	811	2,800	2,800	2,800
001-0741-541.49-08	STREET LIGHTS	120,697	495,500	495,500	200,000
001-0741-541.49-09	MEDIANS	18,000	18,000	18,000	18,000
001-0741-541.52-01	MISCELLANEOUS OPERATING SUPPLIES	17,190	15,650	15,650	15,650
001-0741-541.52-02	CHEMICALS	-	300	300	300
001-0741-541.52-03	GASOLINE AND OIL	10,315	56,054	56,054	56,054
001-0741-541.52-04	UNIFORMS AND ACCESSORIES	1,369	1,779	1,779	1,779
001-0741-541.53-00	ROAD MATERIALS AND SUPPLIES	14,734	13,093	13,093	13,093
001-0741-541.54-01	DUES AND SUBSCRIPTIONS	140	186	186	186
001-0741-541.54-02	SEMINARS AND COURSES	550	-	-	900
	TOTAL OPERATING EXPENDITURES	442,140	850,368	908,607	620,609
001-0741-541.63-00	IMPROVEMENT OTHER THAN BUILDINGS	84,383	-	50,000	550,000
001-0741-541.64-00	MACHINERY AND EQUIPMENT	11,325	-	-	11,650
	TOTAL CAPITAL OUTLAY	95,708	-	50,000	561,650
TOTAL STREETS DIVISION		**685,826**	**1,001,586**	**1,109,825**	**1,323,038**

WINTER GARDEN

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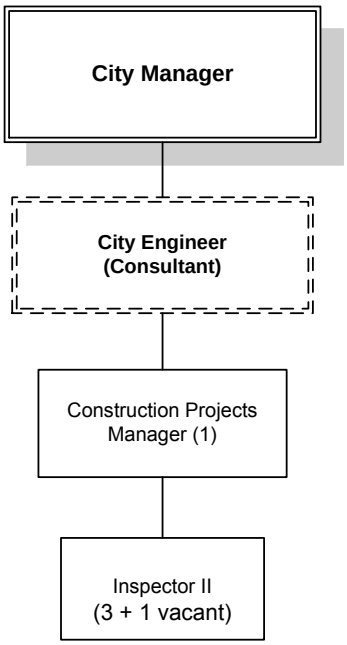
ENGINEERING

BUSINESS PLAN & KEY PERFORMANCE INDICATORS SUMMARY

MISSION STATEMENT:	CORE FUNCTIONS:
Provide professional engineering services, technical support, and problem resolution for the City as well as private entities through long-term infrastructure planning while ensuring sound project design and quality construction management.	• Stormwater Management/Planning • Monitor, Report and ensure FDEP National Pollutant Discharge Elimination System (NPDES) Compliance • Capital improvement project management • Construction inspections (public and private development) • Public & private plan reviews and consultation • GIS support for City Assets and Infrastructure
CHALLENGES:	**BUSINESS ASSUMPTIONS:**
• Additional unexpected mandates from NPDES and FEMA State and Federal regulatory agencies • Progress the Right of Way Program • Management of a growing project load with the current staffing • Implement procedures to manage time to meet the growing needs of a large project load	• Minimal change orders and schedule delays on construction projects • Sufficient funding for CIP Projects

Organizational Structure

FTE: 5



FY 2015-2016 STRATEGIC PRIORITY, GOAL & OBJECTIVE

Strategic Priority #1
Maintain Quality Services and Infrastructure

Department Goals
Ensure timely and within budget completion of all planned CIP projects annually
Proactively safeguard engineering design standards throughout the City

Objectives
- Evaluate, improve and diligently monitor Engineering's capital improvement projects process to ensure on-time starts, on-time completions, quality design and controlled costs.
- Improve and monitor targeted engineering site inspections focused on safeguarding CIP, Private and Right of Way projects (including infrastructure) to ensure adherence with the City's quality design standards and monitoring time management while achieving a certificate of completion rate of at least **95%**.

KEY PERFORMANCE INDICATOR RESULTS & TARGETS

Key Performance Indicators	FY 13/14 Actual	* FY 14/15 Actual	FY 15/16 Target
FINANCIAL INDICATORS			
CIP Bid to Budget Cost Variance %	69.5%	TBD	≤ 2%↓
CIP Bid to Actual Cost Variance %	9%	TBD	≤ 2%↓
OPERATIONAL INDICATORS			
% of On-Time CIP Starts (Design Phase)	N/A	TBD	95%↑
CIPs Completed and/or on Schedule	80%	TBD	95%↑
% of CIPs Completed within Bid Amount	89%	TBD	95%↑

* FY 14/15 actual results reflect current values reported as of the end of Q2

TBD – To be determined and calculated by the end of the fiscal year (this is an annual measurement)

A value denoted by "N/A" indicates a measurement was not assessed or will not be assessed

↑ - Target's goal is to maximize/increase; ↓- Target's goal is to minimize/decrease

CITY OF WINTER GARDEN
FY 2015/2016 BUDGET
GENERAL FUND EXPENDITURES
PUBLIC SERVICES DEPARTMENT
ENGINEERING DIVISION

		2014 ACTUAL	2015 ORIGINAL BUDGET	2015 AMENDED BUDGET	2016 PROPOSED BUDGET
001-1016-541.12-00	REGULAR SALARIES AND WAGES	91,674	192,444	192,444	197,051
001-1016-541.14-00	OVERTIME	5,312	2,000	2,000	2,000
001-1016-541.21-00	FICA TAXES	7,463	15,093	15,093	15,227
001-1016-541.22-00	RETIREMENT CONTRIBUTIONS	14,370	28,992	28,992	20,880
001-1016-541.23-00	LIFE AND HEALTH INSURANCE	13,691	34,570	34,570	36,644
001-1016-541.24-00	WORKERS' COMPENSATION	1,935	2,448	2,448	2,448
001-1016-541.25-00	UNEMPLOYMENT COMPENSATION	825	-	-	-
	TOTAL PERSONAL SERVICES	135,270	275,547	275,547	274,251
001-1016-541.31-04	ENGINEERING SERVICES	132,475	81,514	81,514	111,514
001-1016-541.34-01	MISC CONTRACTUAL SERVICES	-	3,000	3,000	3,000
001-1016-541.40-00	TRAVEL AND PER DIEM	850	600	600	600
001-1016-541.41-02	TELEPHONE SERVICES	3,865	4,800	4,800	4,800
001-1016-541.41-04	INTERNET SERVICES	-	1,450	1,450	1,450
001-1016-541.41-05	POSTAGE	1	100	100	100
001-1016-541.45-00	INSURANCE	6,032	5,501	5,501	5,501
001-1016-541.46-03	REPAIR AND MAINT SVCS-VEHICLES	3,614	3,100	3,100	3,100
001-1016-541.46-05	REPAIR AND MAINT SVCS-SOFTWARE	837	-	-	-
001-1016-541.47-01	MISC PRINTING AND BINDING	148	200	200	200
001-1016-541.49-05	LICENSES, TAXES, AND CERTIFICATIONS	336	350	350	350
001-1016-541.51-00	OFFICE SUPPLIES	689	400	400	400
001-1016-541.52-01	MISCELLANEOUS OPERATING SUPPLIES	1,322	500	500	500
001-1016-541.52-03	GASOLINE AND OIL	9,173	8,700	8,700	8,700
001-1016-541.52-04	UNIFORMS AND ACCESSORIES	1,743	2,044	2,044	2,044
001-1016-541.54-01	DUES AND SUBSCRIPTIONS	294	299	299	299
001-1016-541.54-02	SEMINARS AND COURSES	790	2,550	2,550	5,049
001-1016-541.54-03	EDUCATIONAL ASSISTANCE	4,085	12,975	-	6,490
	TOTAL OPERATING EXPENDITURES	166,254	128,083	115,108	154,097
001-1016-541.64-00	MACHINERY AND EQUIPMENT	2,164	6,487	6,487	-
	TOTAL CAPITAL OUTLAY	2,164	6,487	6,487	-
TOTAL ENGINEERING DIVISION		**303,688**	**410,117**	**397,142**	**428,348**
TOTAL PUBLIC SERVICES DEPARTMENT		**4,369,560**	**5,476,799**	**5,757,387**	**6,374,948**

WINTER GARDEN

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- PARKS & RECREATION -

Parks

Recreation

Heritage Depot Museum

Special Events

Newton Park

WINTER GARDEN

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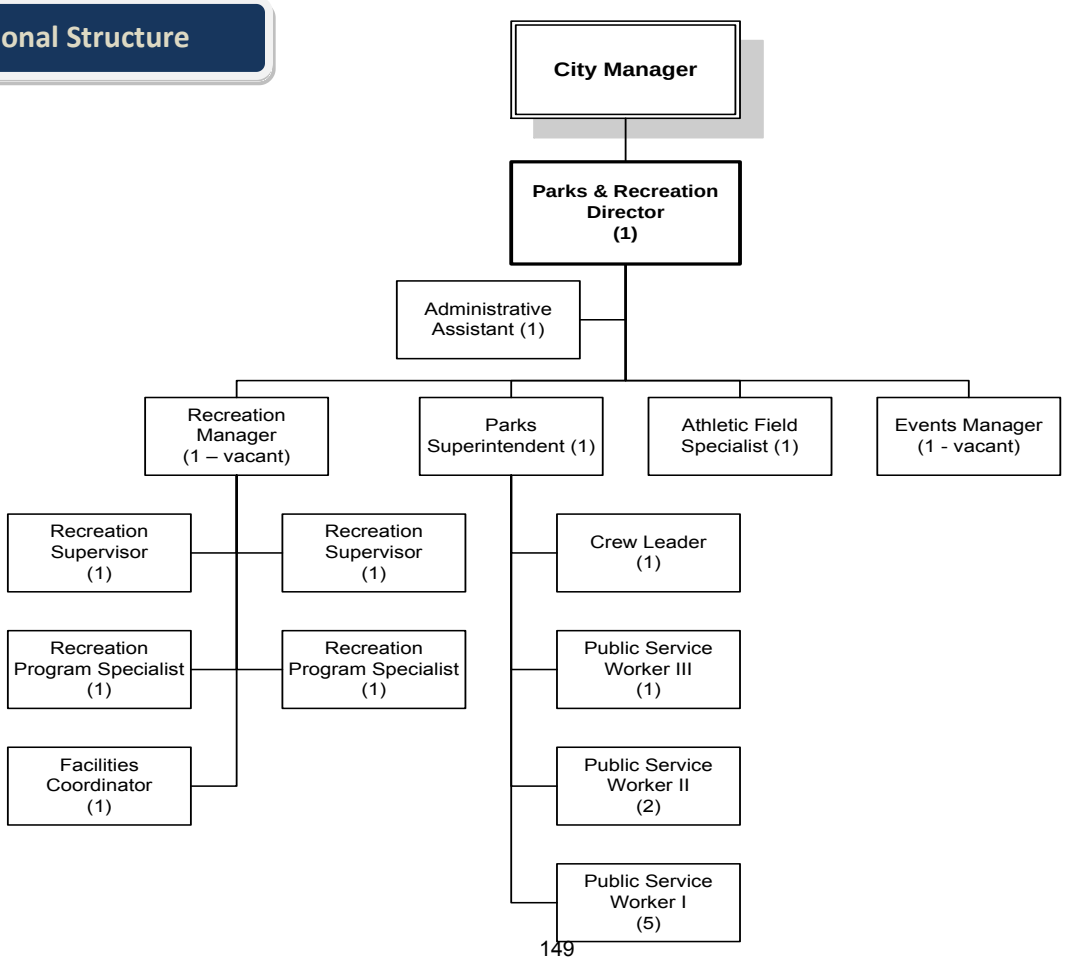
PARKS & RECREATION DEPARTMENT

BUSINESS PLAN & KEY PERFORMANCE INDICATORS SUMMARY

MISSION STATEMENT:	CORE FUNCTIONS:
To provide desirable and high quality outdoor spaces, parks, recreation programs, events and facilities to ensure exceptional experiences for all residents and visitors to Winter Garden.	• Provide active and passive recreational facilities for all community segments • Provide quality outdoor spaces to enhance the downtown and city-wide experience • Provide diverse recreation programs and rental facilities • Provide events and diverse cultural experiences for all leisure needs
CHALLENGES:	**BUSINESS ASSUMPTIONS:**
• Inability due to poor funding to maintain outdoor green space and facilities at proper functional and aesthetic levels • Poor administered Recreation programs and scheduling that result in field overuse/failure • Deferred maintenance of green/growing assets that result in plant/tree failure poor aesthetics and increased future costs • Finding the right mix of programs and services that cater to changing needs	• There will be a growing demand from residents and visitors to participate in recreational and athletic activities • Availability of appropriate funding to expand/improve and sustain outdoor assets and associated facilities

Organizational Structure

FTE: 20



FY 2015-2016 STRATEGIC PRIORITIES, GOALS & OBJECTIVES

Strategic Priority #1
Provide an Attractive Community

Department Goal
Develop and sustain beautiful park, pedestrian and landscape areas

Objective
- Continuously evaluate and improve hardscape, landscape and park maintenance throughout the City and the downtown district to ensure the highest aesthetic and satisfaction levels.
- Facilitate the landscape design, implementation and construction of the multi-year roadway and highway median improvement initiative specifically targeting SR. 50, Stoneybrook Pkwy, Dillard Street and Plant Street.

Strategic Priority #2
Provide Recreation, Arts and Culture

Department Goal
Provide a variety of quality parks, facilities, recreational and cultural experiences

Objective
- Improve quality of recreation programs through enhanced survey methods and utilizing targeted marketing strategies.

Strategic Priority #3
Preserve the Natural Environment

Department Goal
Rehab, restore and protect passive green space throughout the City

Objective
- Continue development and implementation of the multi-year, phased site and amenity improvements to the Tucker Ranch property.

Strategic Priority #4
Foster a Culture of Teamwork and Collaboration

Department Goal
Promote a high performing organization

Objective
- Foster an environment of collaboration and effective communication through ongoing coaching and feedback opportunities that will result in highly motivated and productive employees.

KEY PERFORMANCE INDICATOR RESULTS & TARGETS

Key Performance Indicators	FY 13/14 Actual	* FY 14/15 Actual	FY 15/16 Target
CUSTOMER SERVICE INDICATORS			
Pedestrian and Landscape Areas Satisfaction Index	77%	88%	90%↑
Quality of City Parks Satisfaction Index	88%	89%	90%↑
Downtown Pedestrian and Landscape Areas Satisfaction Rating	N/A	TBD	80%↑
Recreational Opportunities Satisfaction Index	80%	87%	90%↑
% Satisfied with Recreation Programs	93%	90.7%	93%↑
Employee Motivation and Productivity Satisfaction Rating	N/A	77.7%	85%↑
Quality of the Overall Natural Environment Satisfaction Index	86%	94%	96%↑
Preservation of Natural Land Areas Satisfaction Index	66%	71%	%↑

* FY 14/15 actual results reflect current values reported as of the end of Q2

TBD – To be determined and calculated by the end of the fiscal year (this is an annual measurement)

A value denoted by "N/A" indicates a measurement was not assessed or will not be assessed

↑ - Target's goal is to maximize/increase; ↓- Target's goal is to minimize/decrease

CITY OF WINTER GARDEN
FY 2015/2016 BUDGET
GENERAL FUND EXPENDITURES
PUBLIC SERVICES DEPARTMENT
PARKS DIVISION

		2014 ACTUAL	2015 ORIGINAL BUDGET	2015 AMENDED BUDGET	2016 PROPOSED BUDGET
001-0775-572.12-00	REGULAR SALARIES AND WAGES	327,019	446,326	446,326	458,775
001-0775-572.14-00	OVERTIME	39,201	34,500	34,500	34,500
001-0775-572.21-00	FICA TAXES	27,445	37,072	37,072	37,736
001-0775-572.22-00	RETIREMENT CONTRIBUTIONS	50,617	71,691	71,691	51,745
001-0775-572.23-00	LIFE AND HEALTH INSURANCE	60,825	98,687	98,687	104,608
001-0775-572.24-00	WORKERS' COMPENSATION	11,292	10,158	10,158	10,158
001-0775-572.25-00	UNEMPLOYMENT COMPENSATION	5,225	299	299	3,300
	TOTAL PERSONAL SERVICES	521,624	698,733	698,733	700,821
001-0775-572.34-01	MISC OTHER CONTRACTUAL SERVICES	161,462	223,000	285,313	316,180
001-0775-572.34-02	LAWN MAINTENANCE	192,048	168,000	168,000	168,000
001-0775-572.34-08	PERSONNEL SERVICES	77,060	55,000	55,000	55,000
001-0775-572.40-00	TRAVEL AND PER DIEM	42	400	400	400
001-0775-572.41-02	TELEPHONE SERVICES	6,614	5,200	5,200	7,200
001-0775-572.41-03	RADIO SERVICES	168	200	200	200
001-0775-572.43-00	UTILITY SERVICES	156,280	145,000	145,000	145,000
001-0775-572.44-00	RENTALS AND LEASES	3,392	5,750	5,750	5,750
001-0775-572.45-00	INSURANCE	33,666	34,133	34,133	34,133
001-0775-572.46-01	REPAIR AND MAINT SVCS-MISC	8,032	16,500	16,500	16,500
001-0775-572.46-02	REPAIR AND MAINT SVCS-EQUIPMENT	18,037	15,500	15,500	15,500
001-0775-572.46-03	REPAIR AND MAINT SVCS-VEHICLES	6,386	6,500	6,500	6,500
001-0775-572.46-05	REPAIR AND MAINT SVCS-SOFTWARE	-	1,710	1,710	1,710
001-0775-572.46-06	REPAIR AND MAINT SVCS-HARDWARE	-	100	100	100
001-0775-572.46-10	REPAIR AND MAINT SVCS-BUILDING	25,727	33,200	33,200	33,200
001-0775-572.48-01	ADVERTISEMENT-LEGAL,OTHER	794	200	200	200
001-0775-572.49-05	LICENSES/TAXES/CERTIFICATIONS	-	2,200	2,200	2,200
001-0775-572.51-00	OFFICE SUPPLIES	441	1,500	1,500	1,500
001-0775-572.52-01	MISCELLANEOUS OPERATING SUPPLIES	163,815	146,000	158,801	164,700
001-0775-572.52-02	CHEMICALS	36,271	32,000	32,000	44,700
001-0775-572.52-03	GASOLINE AND OIL	16,596	16,000	16,000	16,000
001-0775-572.52-04	UNIFORMS AND ACCESSORIES	8,923	7,900	7,900	7,900
001-0775-572.54-01	DUES AND SUBSCRIPTIONS	310	100	100	1,100
001-0775-572.54-02	SEMINARS AND COURSES	1,333	1,050	1,050	1,050
	TOTAL OPERATING EXPENDITURES	917,397	917,143	992,257	1,044,723
001-0775-572.63-00	IMPROVEMENT OTHER THAN BUILDINGS	302,013	725,000	761,380	865,359
001-0775-572.64-00	MACHINERY AND EQUIPMENT	17,471	-	12,613	63,339
	TOTAL CAPITAL OUTLAY	319,484	725,000	773,993	928,698
TOTAL PARKS DIVISION		**1,758,505**	**2,340,876**	**2,464,983**	**2,674,242**

CITY OF WINTER GARDEN
FY 2015/2016 BUDGET
GENERAL FUND EXPENDITURES
PUBLIC SERVICES DEPARTMENT
RECREATION DIVISION

		2014 ACTUAL	2015 ORIGINAL BUDGET	2015 AMENDED BUDGET	2016 PROPOSED BUDGET
001-0872-572.12-00	REGULAR SALARIES AND WAGES	268,353	277,264	286,014	280,847
001-0872-572.13-00	OTHER SALARIES AND WAGES	174,965	152,410	152,410	181,278
001-0872-572.14-00	OVERTIME	3,300	4,000	4,000	4,000
001-0872-572.21-00	FICA TAXES	33,644	33,176	33,845	35,659
001-0872-572.22-00	RETIREMENT CONTRIBUTIONS	37,347	41,340	42,645	29,880
001-0872-572.23-00	LIFE AND HEALTH INSURANCE	36,523	51,970	51,970	55,088
001-0872-572.24-00	WORKERS' COMPENSATION	11,118	8,605	8,605	8,605
001-0872-572.26-00	OTHER POSTEMPLOYMENT BENEFITS	3,000	2,500	2,500	2,500
	TOTAL PERSONAL SERVICES	568,250	571,265	581,989	597,857
001-0872-572.31-01	MISC PROFESSIONAL SERVICES	4,218	-	-	1,000
001-0872-572.34-02	LEGAL	-	-	-	1,000
001-0872-572.34-01	MISC OTHER CONTRACTUAL SERVICES	45,722	54,200	61,803	63,600
001-0872-572.34-04	BANKING FEES	4,886	5,000	5,000	5,000
001-0872-572.34-06	JANITORIAL SERVICES	12,765	12,000	12,000	14,000
001-0872-572.34-08	PERSONNEL SERVICES	78,832	82,020	82,020	68,920
001-0872-572.40-00	TRAVEL AND PER DIEM	1,752	4,200	4,200	3,816
001-0872-572.41-02	TELEPHONE SERVICES	9,192	9,000	9,000	10,000
001-0872-572.41-04	INTERNET SERVICES	8,537	9,500	9,500	9,500
001-0872-572.41-05	POSTAGE	330	400	400	400
001-0872-572.43-00	UTILITY SERVICES	45,146	44,000	44,000	48,000
001-0872-572.44-00	RENTALS AND LEASES	7,915	9,100	9,100	9,400
001-0872-572.45-00	INSURANCE	34,975	59,004	59,004	59,004
001-0872-572.46-01	REPAIR AND MAINT SVCS-MISC	-	1,000	1,000	1,000
001-0872-572.46-02	REPAIR AND MAINT SVCS-EQUIPMENT	9,448	12,000	12,000	12,000
001-0872-572.46-03	REPAIR AND MAINT SVCS-VEHICLES	1,259	1,500	1,500	2,500
001-0872-572.46-05	REPAIR AND MAINT SVCS-SOFTWARE	6,448	5,400	5,400	5,600
001-0872-572.46-06	REPAIR AND MAINT SVCS-HARDWARE	-	500	500	500
001-0872-572.46-10	REPAIR AND MAINT SVCS-BUILDING	16,531	14,000	14,000	32,500
001-0872-572.47-01	MISC PRINTING AND BINDING	1,175	1,500	1,500	2,000
001-0872-572.48-01	PROMOTIONAL-ADVERTISEMENTS	-	200	200	500
001-0872-572.48-02	PROMOTIONAL-PROMOTIONAL ITEMS	-	-	-	750
001-0872-572.49-01	MISC OTHR CUR CHGS & OBLIGATIONS	18,862	18,360	28,360	27,800
001-0872-572.49-05	LICENSES, TAXES, AND CERTIFICATIONS	2,823	4,745	4,745	4,895
001-0872-572.49-11	EMPLOYEE SOCIAL EVENTS	544	500	500	600
001-0872-572.51-00	OFFICE SUPPLIES	2,917	3,500	3,500	3,500
001-0872-572.52-01	MISCELLANEOUS OPERATING SUPPLIES	63,610	69,050	69,050	72,300
001-0872-572.52-02	CHEMICALS	24,469	25,000	25,000	28,000
001-0872-572.52-03	GASOLINE AND OIL	2,085	2,500	2,500	2,500
001-0872-572.52-04	UNIFORMS AND ACCESSORIES	5,457	5,400	5,400	5,700
001-0872-572.54-01	DUES AND SUBSCRIPTIONS	4,179	4,285	4,285	4,285
001-0872-572.54-02	SEMINARS AND COURSES	3,252	5,230	5,230	4,280
001-0872-572.54-03	EDUC ASSIST PROG REIMBURS	4,272	4,200	4,200	4,200
	TOTAL OPERATING EXPENDITURES	421,601	467,294	484,897	509,050
001-0872-572.63-00	IMPROVEMENTS OTHER THAN BUILDING	6,667	-	-	-
	TOTAL CAPITAL OUTLAY	6,667	-	-	-
TOTAL RECREATION DIVISION		**996,518**	**1,038,559**	**1,066,886**	**1,106,907**

CITY OF WINTER GARDEN
FY 2015/2016 BUDGET
GENERAL FUND EXPENDITURES
PUBLIC SERVICES DEPARTMENT
HERITAGE DEPOT MUSEUM DIVISION

		2014 ACTUAL	2015 ORIGINAL BUDGET	2015 AMENDED BUDGET	2016 PROPOSED BUDGET
001-0873-573.45-00	INSURANCE	3,029	2,824	2,824	2,824
001-0873-573.46-10	REPAIRS & MAINT. - BUILDING	1,534	2,500	2,500	2,500
	TOTAL OPERATING EXPENDITURES	4,563	5,324	5,324	5,324
001-0873-573.62-00	BUILDINGS	2,479	-	-	-
	TOTAL CAPITAL OUTLAY	2,479	-	-	-
TOTAL HERITAGE DEPOT MUSEUM DIVISION		**7,042**	**5,324**	**5,324**	**5,324**

CITY OF WINTER GARDEN
FY 2015/2016 BUDGET
GENERAL FUND EXPENDITURES
PUBLIC SERVICES DEPARTMENT
SPECIAL EVENTS DIVISION

		2014 ACTUAL	2015 ORIGINAL BUDGET	2015 AMENDED BUDGET	2016 PROPOSED BUDGET
001-0874-574.34-01	MISC OTHER CONTRACTUAL SERVICES	68,718	67,850	67,850	66,350
001-0874-574.34-08	PERSONNEL SERVICES	1,533	300	300	300
001-0874-574.44-00	RENTALS AND LEASES	6,039	6,800	6,800	6,800
001-0874-574.47-01	MISC PRINTING AND BINDING	75	-	-	500
001-0874-574.48-01	PROMOTIONAL-ADVERTISEMENTS	972	2,400	2,400	2,400
001-0874-574.49-01	MISC OTHER CUR CHGS & OBLIGATIONS	475	500	500	500
001-0874-574.52-01	MISCELLANEOUS OPERATING SUPPLIES	14,063	13,750	13,750	16,750
	TOTAL OPERATING EXPENDITURES	91,875	91,600	91,600	93,600
TOTAL SPECIAL EVENTS DIVISION		**91,875**	**91,600**	**91,600**	**93,600**

CITY OF WINTER GARDEN
FY 2015/2016 BUDGET
GENERAL FUND EXPENDITURES
PUBLIC SERVICES DEPARTMENT
NEWTON PARK FACILITIES DIVISION

		2014 ACTUAL	2015 ORIGINAL BUDGET	2015 AMENDED BUDGET	2016 PROPOSED BUDGET
001-3658-575.12-00	REGULAR SALARIES AND WAGES	2,789	34,571	50,071	69,992
001-3658-575.13-00	OTHER SALARIES	33,821	32,000	32,000	32,000
001-3658-575.14-00	OVERTIME	3	2,500	2,500	2,500
001-3658-575.21-00	FICA TAXES	2,739	5,284	6,470	7,994
001-3658-575.22-00	RETIREMENT CONTRIBUTIONS	1,600	5,154	7,465	10,961
001-3658-575.23-00	LIFE AND HEALTH INSURANCE	4,812	9,749	9,749	9,749
001-3658-575.24-00	WORKERS' COMPENSATION	725	670	670	670
	TOTAL PERSONAL SERVICES	46,489	89,928	108,925	133,866
001-3658-575.31-06	MEDICAL	-	160	160	-
001-3658-575.34-01	MISC CONTRACTUAL SERVICES	1,451	3,260	3,260	10,260
001-3658-575.34-06	JANITORIAL SERVICES	3,682	4,800	4,800	7,500
001-3658-575.40-00	TRAVEL AND PER DIEM	-	100	100	100
001-3658-575.41-02	TELEPHONE SERVICES	1,331	1,500	1,500	1,500
001-3658-575.41-04	INTERNET SERVICES	668	720	720	750
001-3658-575.41-05	POSTAGE	4	50	50	100
001-3658-575.43-00	UTILITY SERVICES	9,007	10,000	10,000	10,000
001-3658-575.45-00	INSURANCE	13,782	12,880	12,880	12,880
001-3658-575.46-10	REPAIR AND MAINT SVCS-BUILDING	4,699	29,250	29,250	85,750
001-3658-575.47-01	MISC PRINTING AND BINDING	-	100	100	100
001-3658-575.51-00	OFFICE SUPPLIES	59	300	300	300
001-3658-575.52-01	MISCELLANEOUS OPERATING SUPPLIES	18,661	17,850	17,850	21,050
001-3658-575.52-04	UNIFORMS AND ACCESSORIES	26	350	350	350
	TOTAL OPERATING EXPENDITURES	53,370	81,320	81,320	150,640
TOTAL NEWTON PARK FACILITIES DIVISION		**99,859**	**171,248**	**190,245**	**284,506**

SPECIAL REVENUE FUNDS

DOWNTOWN PARKING DISTRICT

—

COMMUNITY REDEVELOPMENT AGENCY

—

LAW ENFORCEMENT TRUST

—

LAW ENFORCEMENT GRANTS

—

LOCAL OPTION GAS TAX

—

GENERAL IMPACT FEES

—

POLICE AND FIRE PREMIUM TAX TRUST

SPECIAL REVENUE FUNDS

Special Revenue Funds are funds that have a specific revenue source that are legally restricted for specific purposes. Following is a list of the City of Winter Garden Special Revenue Funds:

Downtown Parking District Fund
Community Redevelopment Agency Fund
Law Enforcement Trust Fund
Law Enforcement Grants Fund
Local Option Gas Tax Fund
General Impact Fee Fund
Police and Fire Premium Tax Trust Fund

CITY OF WINTER GARDEN
FY 2015/2016 BUDGET
DOWNTOWN PARKING DISTRICT FUND REVENUES

		2014 ACTUAL	2015 ORIGINAL BUDGET	2015 AMENDED BUDGET	2016 PROPOSED BUDGET
110-0000-325.10-00	CAPITAL IMPROVEMENT	44,643	-	-	42,080
110-0000-361.10-00	INTEREST	-	1,433	1,433	1,433
	TOTAL INTEREST AND OTHER EARNINGS	44,643	1,433	1,433	43,513
110-0741-399.99-99	USE OF FUND BALANCE	-	4,167	154,167	7,167
TOTAL DOWNTOWN PARKING DISTRICT FUND		**44,643**	**5,600**	**155,600**	**50,680**
		-	-	-	-

CITY OF WINTER GARDEN
FY 2015/2016 BUDGET
DOWNTOWN PARKING DISTRICT FUND EXPENDITURES

		2014 ACTUAL	2015 ORIGINAL BUDGET	2015 AMENDED BUDGET	2016 PROPOSED BUDGET
110-0741-545.43-00	UTILITY SERVICES	3,917	5,600	5,600	5,600
	TOTAL OPERATING EXPENDITURES	3,917	5,600	5,600	5,600
110-0741-581.91-00	INTRAGOVERNMENTAL TRANSFERS	-	-	150,000	45,080
110-0741-599.99-99	CARRYFORWARD FUND BALANCE	40,726	-	-	-
	TOTAL OTHER USES	40,726	-	150,000	45,080
TOTAL DOWNTOWN PARKING DISTRICT FUND		**44,643**	**5,600**	**155,600**	**50,680**

CITY OF WINTER GARDEN
FY 2015/2016 BUDGET
COMMUNITY REDEVELOPMENT AGENCY FUND REVENUES

		2014 ACTUAL	2015 ORIGINAL BUDGET	2015 AMENDED BUDGET	2016 PROPOSED BUDGET
120-0213-338.00-00	SHARED REVENUES - OTHER LOCAL	317,575	324,507	324,507	349,935
120-0213-361.10-00	INTEREST	-	5	5	5
120-0213-381.00-00	INTER-FUND TRANSFER IN	328,111	310,992	310,992	335,361
120-0213-384.00-00	DEBT PROCEEDS		-	6,000,000	-
120-0213-399.99-99	USE OF FUND BALANCE	-	-	75,000	983,125
TOTAL COMMUNITY REDEVELOPMENT AGENCY FUND		**645,686**	**635,504**	**6,710,504**	**1,668,426**

CITY OF WINTER GARDEN
FY 2015/2016 BUDGET
COMMUNITY REDEVELOPMENT AGENCY FUND EXPENDITURES

		2014 ACTUAL	2015 ORIGINAL BUDGET	2015 AMENDED BUDGET	2016 PROPOSED BUDGET
120-0213-552.31-02	LEGAL SERVICES	-	1,500	1,500	-
120-0213-552.48-01	PROMOTIONAL-ADVERTISEMENTS	-	200	200	-
120-0213-552.49-02	INTERFUND MANAGEMENT FEES	17,564	14,436	14,436	19,087
120-0213-552.54-01	DUES AND SUBSCRIPTIONS	-	200	200	-
	TOTAL OPERATING EXPENDITURES	17,564	16,336	16,336	19,087
120-0213-552.62-00	EAST WINTER GARDEN ZONE 1 HOUSING	-	-	-	200,000
	TOTAL CAPITAL OUTLAY	-	-	-	200,000
120-0213-552.72-00	INTEREST	11,497	10,430	10,430	9,339
	TOTAL DEBT SERVICE	11,497	10,430	10,430	9,339
120-0213-552.82-00	AIDS TO PRIVATE ORGANIZATIONS	-	50,000	50,000	50,000
	TOTAL GRANTS AND AIDS	-	50,000	50,000	50,000
120-0213-581.91-00	INTERFUND TRANSFER	-	-	6,000,000	1,390,000
120-0213-599.99-99	TRANSFER TO FUND BALANCE	616,625	558,738	633,738	-
	TOTAL OTHER USES	616,625	558,738	6,633,738	1,390,000
TOTAL COMMUNITY REDEVELOPMENT AGENCY FUND		**645,686**	**635,504**	**6,710,504**	**1,668,426**

CITY OF WINTER GARDEN
FY 2015/2016 BUDGET
LAW ENFORCEMENT TRUST FUND REVENUES

		2014 ACTUAL	2015 ORIGINAL BUDGET	2015 AMENDED BUDGET	2016 PROPOSED BUDGET
121-1121-359.00-00	FORFEITURES	11,214	13,056	13,056	13,056
121-1121-399.99-99	USE OF FUND BALANCE-STATE	-	41,008	41,008	41,008
121-1321-359.00-00	FORFEITURES	34,723	-	-	-
TOTAL LAW ENFORCEMENT TRUST FUND		**45,937**	**54,064**	**54,064**	**54,064**

CITY OF WINTER GARDEN
FY 2015/2016 BUDGET
LAW ENFORCEMENT TRUST FUND EXPENDITURES

		2014 ACTUAL	2015 ORIGINAL BUDGET	2015 AMENDED BUDGET	2016 PROPOSED BUDGET
STATE-DESIGNATED					
121-1221-521.34-01	MISC CONTRACTUAL SERVICES	5,000	10,000	10,000	10,000
121-1221-521.52-01	MISC OPERATING SUPPLIES	9,416	5,064	5,064	-
121-1221-521.64-00	MACHINERY AND EQUIPMENT	1,071	-	-	3,500
121-1221-521.82-00	AIDS TO PRIVATE ORGANIZAT	8,000	4,000	4,000	3,500
121-1221-599.99-99	CARRYFORWARD TO FUND BALANCE	12,496	-	-	21,564
TOTAL STATE-DESIGNATED		35,983	19,064	19,064	38,564
FEDERAL-DESIGNATED					
121-1421-521.52-01	MISCELLANEOUS OPERATING SUPPLIES	-	35,000	35,000	-
121-1421-521.64-00	MACHINERY AND EQUIPMENT	9,954	-	-	15,500
		9,954	35,000	35,000	15,500
TOTAL LAW ENFORCEMENT TRUST FUND		**45,937**	**54,064**	**54,064**	**54,064**

CITY OF WINTER GARDEN
FY 2015/2016 BUDGET
LAW ENFORCEMENT GRANTS FUND REVENUES

		2014 ACTUAL	2015 ORIGINAL BUDGET	2015 AMENDED BUDGET	2016 PROPOSED BUDGET
122-0521-331.21-00	LOCAL LAW ENFORCEMENT GRANT	29,273	30,139	30,139	22,818
	TOTAL INTERGOVERNMENTAL	29,273	30,139	30,139	22,818
122-0521-381.00-00	INTER-FUND TRANSFER IN	1,478	6,282	6,282	6,282
	TOTAL OTHER SOURCES	1,478	6,282	6,282	6,282
	TOTAL LAW ENFORCEMENT GRANTS FUND	**30,751**	**36,421**	**36,421**	**29,100**

CITY OF WINTER GARDEN
FY 2015/2016 BUDGET
LAW ENFORCEMENT GRANTS FUND EXPENDITURES

		2014 ACTUAL	2015 ORIGINAL BUDGET	2015 AMENDED BUDGET	2016 PROPOSED BUDGET
122-0521-521.46-06	MAINT/REPAIR - HARDWARE	-	13,514	13,514	-
122-0521-521.52-01	MISC OPERATING SUPPLIES	2,562	10,343	10,343	17,634
122-0521-521.52-04	UNIFORMS AND ACCESSORIES	2,956	12,564	12,564	10,368
	TOTAL OPERATING EXPENDITURES	5,518	36,421	36,421	28,002
122-0521-521.64-00	MACHINERY AND EQUIPMENT	23,074	-	-	-
	TOTAL CAPITAL OUTLAY	23,074	-	-	-
122-0521-599.99-99	CARRYFORWARD FUND BALANCE	2,159	-	-	1,098
	TOTAL OTHER USES	2,159	-	-	1,098
TOTAL LAW ENFORCEMENT GRANTS FUND		**30,751**	**36,421**	**36,421**	**29,100**

CITY OF WINTER GARDEN
FY 2015/2016 BUDGET
LOCAL OPTION GAS TAX FUND REVENUES

		2014 ACTUAL	2015 ORIGINAL BUDGET	2015 AMENDED BUDGET	2016 PROPOSED BUDGET
160-0741-312.41-00	LOCAL OPTION GAS TAX	1,214,280	1,211,440	1,211,440	1,216,278
	TOTAL TAXES	1,214,280	1,211,440	1,211,440	1,216,278
160-0741-381.91-00	INTRAFUND TRANSFER IN	-	18,089	18,089	18,089
160-0741-399.99-99	USE OF FUND BALANCE	112,294	89,066	625,749	160,971
	TOTAL OTHER SOURCES	112,294	107,155	643,838	179,060
TOTAL LOCAL OPTION GAS TAX FUND		**1,326,574**	**1,318,595**	**1,855,278**	**1,395,338**

CITY OF WINTER GARDEN
FY 2015/2016 BUDGET
LOCAL OPTION GAS TAX FUND EXPENDITURES

		2014 ACTUAL	2015 ORIGINAL BUDGET	2015 AMENDED BUDGET	2016 PROPOSED BUDGET
160-0741-541.31-04	ENGINEERING FEES	-	-	-	1,200
160-0741-541.34-01	MISC CONTRACTUAL SERVICES	3,911	6,500	6,500	6,500
160-0741-541.46-02	REPAIR/MAINT SVC-EQUIPMENT	1,536	6,500	6,500	6,500
160-0741-541.46-03	REPAIR/MAINT SVC-VEHICLES	2,163	-	-	-
160-0741-541.49-04	TRAFFIC SIGNALS AND SIGNS	54,668	61,662	61,662	61,662
160-0741-541.49-08	STREET LIGHTS	288,076	-	-	295,500
160-0741-541.52-01	MISC OPERATING SUPPLIES	-	1,500	1,500	1,500
	TOTAL OPERATING EXPENDITURES	350,354	76,162	76,162	372,862
160-0741-541.63-00	IMPROVEMENT OTHER THAN BUILDINGS	976,190	1,242,433	1,779,116	1,022,476
	TOTAL CAPITAL OUTLAY	976,190	1,242,433	1,779,116	1,022,476
TOTAL LOCAL OPTION GAS TAX FUND		**1,326,544**	**1,318,595**	**1,855,278**	**1,395,338**

CITY OF WINTER GARDEN
FY 2015/2016 BUDGET
GENERAL IMPACT FEE FUND REVENUES

		2014 ACTUAL	2015 ORIGINAL BUDGET	2015 AMENDED BUDGET	2016 PROPOSED BUDGET
ADMINISTRATION DIVISION					
170-0213-361.10-00	INTEREST	1,458	-	-	-
170-0213-361.30-00	INCR (DECR) IN FV OF INVST	(59)	-	-	-
170-0213-361.40-00	GAIN ON SALE OF INVESTMENTS	(412)	-	-	-
	TOTAL ADMINISTRATION DIVISION	987	-	-	-
POLICE-SWORN DIVISION					
170-0521-324.11-00	RESIDENTIAL-PUBLIC SAFETY	108,420	55,770	55,770	127,215
170-0521-324.12-00	COMMERCIAL-PUBLIC SAFETY	28,482	15,195	15,195	23,529
170-0521-399.99-99	USE OF FUND BALANCE	72,087	172,747	187,906	256,104
	TOTAL POLICE-SWORN DIVISION	208,989	243,712	258,871	406,848
FIRE DEPARTMENT					
170-0622-324.11-00	RESIDENTIAL-PUBLIC SAFETY	141,780	72,930	72,930	176,135
170-0622-324.12-00	COMMERCIAL-PUBLIC SAFETY	34,749	18,753	18,753	28,065
	TOTAL FIRE DEPARTMENT	176,529	91,683	91,683	204,200
RECREATION DIVISION					
170-0872-324.61-00	RECREATION IMPACT FEES	270,749	157,618	157,618	307,433
	TOTAL RECREATION DIVISION	270,749	157,618	157,618	307,433
TOTAL GENERAL IMPACT FEES FUND		**657,254**	**493,013**	**508,172**	**918,481**

CITY OF WINTER GARDEN
FY 2015/2016 BUDGET
GENERAL IMPACT FEES SPECIAL REVENUE FUND EXPENDITURES

		2014 ACTUAL	2015 ORIGINAL BUDGET	2015 AMENDED BUDGET	2016 PROPOSED BUDGET
POLICE-SWORN DIVISION					
170-0521-521.62-00	BUILDINGS	-	-	-	99,800
170-0521-521.64-00	MACHINERY AND EQUIPMENT	208,989	243,712	258,871	307,048
	TOTAL CAPITAL OUTLAY	208,989	243,712	258,871	406,848
	TOTAL POLICE-SWORN DIVISION	**208,989**	**243,712**	**258,871**	**406,848**
FIRE DEPARTMENT					
170-0622-599.99-99	TRANSFER TO FUND BALANCE	176,529	91,683	91,683	204,200
	TOTAL OTHER USES	176,529	91,683	91,683	204,200
	TOTAL FIRE DEPARTMENT	**176,529**	**91,683**	**91,683**	**204,200**
RECREATION DIVISION					
170-0872-599.99-99	CARRYFORWARD FUND BALANCE	271,736	157,618	157,618	307,433
	TOTAL OTHER USES	271,736	157,618	157,618	307,433
	TOTAL RECREATION DIVISION	**271,736**	**157,618**	**157,618**	**307,433**
TOTAL GENERAL IMPACT FEES SPECIAL REVENUE FUND		**657,254**	**493,013**	**508,172**	**918,481**

CITY OF WINTER GARDEN
FY 2015/2016 BUDGET
GENERAL TRANSPORTATION IMPACT FEE FUND REVENUES

		2014 ACTUAL	2015 ORIGINAL BUDGET	2015 AMENDED BUDGET	2016 PROPOSED BUDGET
174-0213-361.10-00	INTEREST	177,480	167,002	167,002	156,825
174-0213-361.30-00	INCR (DECR) IN FV OF INVST	(42,544)	-	-	-
174-0213-361.40-00	GAIN (LOSS) ON SALE OF INVESTMENTS	(49,751)	-	-	-
	TOTAL INTEREST AND OTHER EARNINGS	85,185	167,002	167,002	156,825
174-0741-324.31-00	RESIDENTIAL-TRANSPORTATIO	1,475,962	813,572	813,572	1,409,808
174-0741-324.32-00	COMMERCIAL-TRANSPORTATION	446,595	177,959	177,959	656,652
174-0741-399.99-99	USE OF FUND BALANCE	1,029,355	-	7,191,576	-
	TOTAL GENERAL TRANSPORT IMPACT FEE FUND REVENUES	**3,037,097**	**1,158,533**	**8,350,109**	**2,223,285**

CITY OF WINTER GARDEN
FY 2015/2016 BUDGET
GENERAL TRANSPORTATION IMPACT FEE FUND EXPENDITURES

		2014 ACTUAL	2015 ORIGINAL BUDGET	2015 AMENDED BUDGET	2016 PROPOSED BUDGET
174-0741-541.61-00	LAND	5,543	-	-	-
174-0741-541.63-00	IMPROVEMENT OTHER THAN BUILDINGS	3,031,554	950,000	8,350,109	178,434
	TOTAL CAPITAL OUTLAY	3,037,097	950,000	8,350,109	178,434
174-0741-599.91-00	INTERFUND TRANSFER	-	-	-	1,510,953
174-0741-599.90-99	CARRYFORWARD FUND BALANCE	-	208,533	-	533,898
	TOTAL OTHER USES	-	208,533	-	2,044,851
	TOTAL GENERAL TRANSPORTATION IMPACT FEE FUND EXPENDITURES	**3,037,097**	**1,158,533**	**8,350,109**	**2,223,285**

CITY OF WINTER GARDEN
FY 2015/2016 BUDGET
POLICE AND FIRE PREMIUM TAX TRUST FUND REVENUES

		2014 ACTUAL	2015 ORIGINAL BUDGET	2015 AMENDED BUDGET	2016 PROPOSED BUDGET
190-0000-312.51-00	FIRE INSURANCE PREMIUM	217,338	233,806	233,806	217,287
190-0000-312.52-00	CASUALTY INSURANCE PREMIUM TAX	231,707	222,578	222,578	225,447
	TOTAL POLICE AND FIRE PREMIUM TAX TRUST FUND REVENUES	**449,045**	**456,384**	**456,384**	**442,734**

CITY OF WINTER GARDEN
FY 2015/2016 BUDGET
POLICE AND FIRE PREMIUM TAX TRUST FUND EXPENDITURES

		2014 ACTUAL	2015 ORIGINAL BUDGET	2015 AMENDED BUDGET	2016 PROPOSED BUDGET
190-0000-521.91-00	TRANSFERS	231,707	233,806	233,806	217,287
190-0000-522.91-00	TRANSFERS	217,338	222,578	222,578	225,447
	TOTAL POLICE AND FIRE PREMIUM TAX TRUST FUND EXPENDITURES	**449,045**	**456,384**	**456,384**	**442,734**

DEBT SERVICE FUND

DEBT SERVICE FUND

The Debt Service Fund is used for the accumulation of resources for the payment of the principal and interest on the following debt issues:

2001 Community Redevelopment Agency Revenue Note
Sales Tax Revenue Bonds, Series 2006
Proposed Debt for Downtown Parking Garage

CITY OF WINTER GARDEN
FY 2015/2016 BUDGET
DEBT SERVICE FUND REVENUES

		2014 ACTUAL	2015 ORIGINAL BUDGET	2015 AMENDED BUDGET	2016 PROPOSED BUDGET
230-0000-381.00-00	INTER-FUND TRANSFER IN	719,438	718,438	718,438	721,238
230-0000-381.12-00	INTER-FUND TRANSFER IN	176,582	-	-	-
	TOTAL OTHER SOURCES	896,020	718,438	718,438	721,238
TOTAL DEBT SERVICE FUND		**896,020**	**718,438**	**718,438**	**721,238**

CITY OF WINTER GARDEN
FY 2015/2016 BUDGET
DEBT SERVICE FUND EXPENDITURES

		2014 ACTUAL	2015 ORIGINAL BUDGET	2015 AMENDED BUDGET	2016 PROPOSED BUDGET
230-0000-517.71-00	PRINCIPAL	448,177	280,000	280,000	300,000
230-0000-517.72-00	INTEREST	452,444	438,438	438,438	421,238
	TOTAL DEBT SERVICE	900,621	718,438	718,438	721,238
TOTAL DEBT SERVICE FUND		**900,621**	**718,438**	**718,438**	**721,238**

ENTERPRISE FUNDS

UTILITIES

—

STORMWATER

—

SOLID WASTE

—

TRAILER CITY

ENTERPRISE FUNDS

Enterprise Funds are types of funds used for operations that are financed and operated in a manner similar to private business enterprises – where the intent of the governing body is that the cost of providing goods or services to the public on a continuing basis be financed or recovered primarily through user charges; or operations where the governing body has decided that income is appropriate for capital maintenance, public policy, management control, accountability or other purposes. Following is a list of the City of Winter Garden's Enterprise Funds:

Utilities Fund
Stormwater Fund
Solid Waste Fund
Trailer City Fund

WINTER GARDEN

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- UTILITIES -

Administration

Water

Distribution

Wastewater

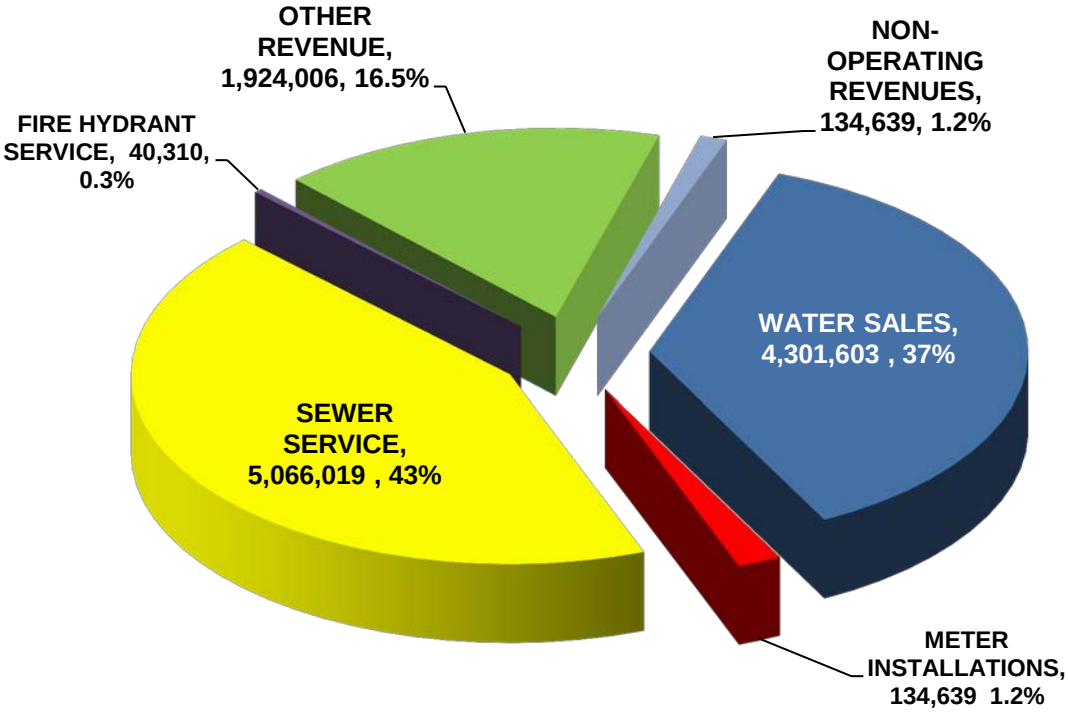
Collection

Environmental Services

Utilities Impact Fees

Utilities Renewal & Replacement

CITY OF WINTER GARDEN
FY 2015/2016 BUDGET
UTILITIES OPERATING FUND
REVENUES BY SOURCE

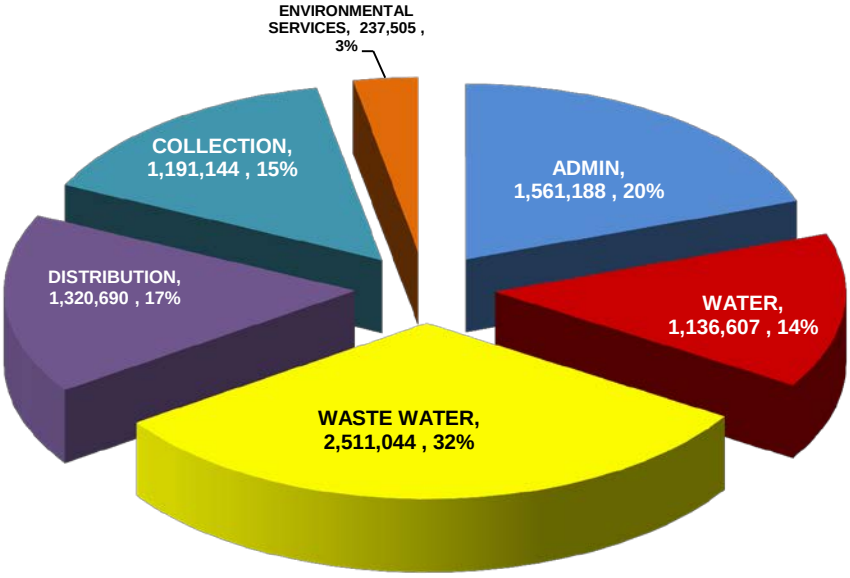


Water Sales	$4,301,603
Meter Installations	219,760
Sewer Service	5,066,019
Fire Hydrant Service	40,310
Other Revenue	1,924,006
Non-operating Revenues	134,639
Total	$11,686,337

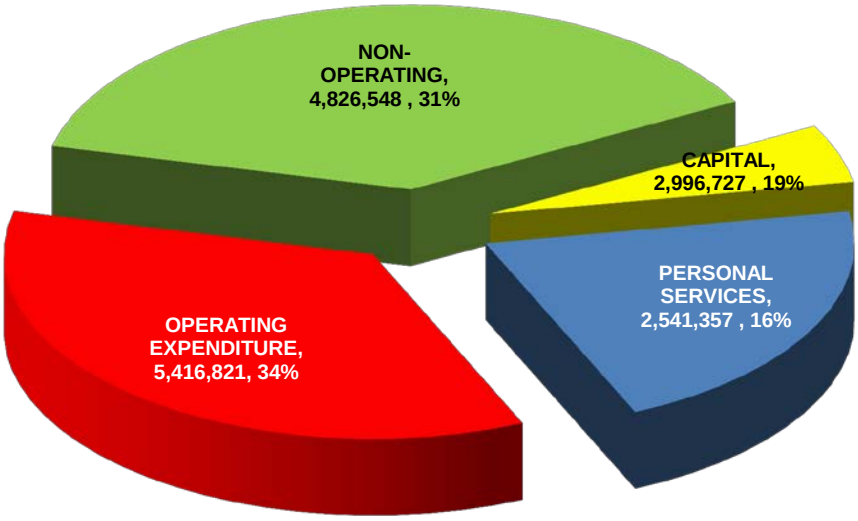
CITY OF WINTER GARDEN
FY 2015/2016 BUDGET
UTILITIES OPERATING FUND REVENUES

		2014 ACTUAL	2015 ORIGINAL BUDGET	2015 AMENDED BUDGET	2016 PROPOSED BUDGET
410-2116-329.09-00	IRRIGATION & WELLS	10,300	8,571	8,571	10,170
	TOTAL PERMITS, FEES AND SPECIAL ASSESSEMENTS	10,300	8,571	8,571	10,170
410-2116-343.30-00	WATER SERVICE	4,207,896	4,050,633	4,050,633	4,301,603
410-2116-343.30-01	INITIATION FEE	36,755	33,668	33,668	39,440
410-2116-343.30-02	WATER TAP-IN CHARGE	1,720	1,872	1,872	1,750
410-2116-343.31-00	METER INSTALLATIONS	200,374	105,410	105,410	219,760
410-2116-343.32-00	FIRE HYDRANT SERVICE	41,003	15,207	15,207	40,310
410-2116-343.33-00	SERVICE CHARGES	227,189	225,852	225,852	221,816
410-2116-343.50-00	SEWER SERVICE	4,948,344	4,797,421	4,797,421	5,066,019
410-2116-343.50-01	SEWER CONNECTION FEE	-	118	118	-
410-2116-343.68-00	PENALTIES	63,255	60,510	60,510	69,360
	TOTAL CHARGES FOR SERVICES	9,726,536	9,290,691	9,290,691	9,960,058
410-2116-361.10-00	INTEREST	195,943	104,831	104,831	128,148
410-2116-361.30-00	INCR (DECR) IN FV OF INVST	(87,191)	-	-	-
410-2116-361.40-00	GAIN ON SALE OF INVESTMENT	(20,329)	-	-	-
	TOTAL INTEREST AND OTHER EARNINGS	88,423	104,831	104,831	128,148
410-2116-362.00-00	RENTAL INCOME	6,000	-	-	-
410-2116-369.90-00	OTHER	-	706	706	706
410-2116-369.92-00	UNABLE TO DETERMINE CUST	282	-	-	-
410-2116-389.40-00	OTHER GRANTS & DONATIONS	1,770,836	-	-	1,581,470
410-2117-364.00-00	DISPOSITION OF FIXED ASSETS	-	915	915	915
410-2117-365.00-00	SALE/SURPLUS MATERIAL/SCRAP	-	531	531	531
410-2117-389.40-00	OTHER GRANTS & DONATIONS	1,901,733	-	-	-
410-2127-343.50-02	TV UTILITY LINES	-	3,789	3,789	3,789
410-2127-369.90-00	OTHER MISCELLANEOUS REVS	1,266	550	550	550
	TOTAL MISCELLANEOUS REVENUES	3,680,117	6,491	6,491	1,587,961
410-2116-399.99-99	USE OF FUND BALANCE	-	-	3,614,819	811,219
	TOTAL OTHER SOURCES	-	-	3,614,819	811,219
TOTAL UTILITIES OPERATING FUND		**13,505,376**	**9,410,584**	**13,025,403**	**12,497,556**

CITY OF WINTER GARDEN
FY 2015/2016 BUDGET
UTILITIES OPERATING FUND
OPERATING USES BY DIVISION



USES BY CATEGORY



CITY OF WINTER GARDEN
FY 2015/2016 BUDGET
UTILITIES OPERATING FUND
ADMINISTRATIVE DIVISION EXPENDITURES

		2014 ACTUAL	2015 ORIGINAL BUDGET	2015 AMENDED BUDGET	2016 PROPOSED BUDGET
410-2113-536.12-00	SALARIES	130,536	130,358	130,358	130,358
410-2113-536.14-00	OVERTIME	-	-	-	-
410-2113-536.21-00	FICA TAXES	9,259	9,972	9,972	9,972
410-2113-536.22-00	RETIREMENT CONTRIBUTION	17,807	19,436	19,436	13,675
410-2113-536.23-00	EMPLOYEE GROUP INSURANCE	5,963	10,568	10,568	10,568
410-2113-536.24-00	WORKERS COMP INSURANCE	1,154	224	224	224
410-2113-536.25-00	UNEMPLOYMENT COMPENSATION	-	163	163	-
	TOTAL PERSONAL SERVICES	164,719	170,721	170,721	164,797
410-2113-536.31-01	PROFESSIONAL SERVICE MISC	47,275	5,800	5,800	15,800
410-2113-536.31-02	LEGAL	5,490	7,200	7,200	5,500
410-2113-536.31-03	INVESTMENT COUNSEL	26,733	27,304	27,304	27,304
410-2113-536.31-04	ENGINEERING	1,450	5,500	5,500	5,500
410-2113-536.32-00	ACCOUNTING AND AUDIT	15,000	16,000	16,000	16,000
410-2113-536.34-01	CONTRACTUAL SVCS MISC	1,220	-	-	-
410-2113-536.40-00	TRAVEL	50	300	300	300
410-2113-536.41-02	TELEPHONE	2,197	1,650	1,650	1,650
410-2113-536.41-04	INTERNET	-	500	500	500
410-2113-536.41-05	POSTAGE	69	100	100	100
410-2113-536.43-00	UTILITY SERVICES	244	2,628	2,628	2,628
410-2113-536.44-00	RENTALS AND LEASE	1,612	3,573	3,573	3,200
410-2113-536.45-00	GENERAL INSURANCE	3,621	33,505	33,505	33,505
410-2113-536.46-03	REPAIRS/MAINT-VEHICLES	5,172	4,495	4,495	4,495
410-2113-536.46-05	REPAIRS/MAINT-SOFTWARE	-	1,000	1,000	1,000
410-2113-536.46-06	REPAIRS/MAINT-HARDWARE	38,193	38,193	38,193	38,193
410-2113-536.46-10	REPAIRS/MAINT-BUILDING	4,912	4,912	4,912	4,912
410-2113-536.47-01	MISC PRINTING AND BINDING	-	150	150	150
410-2113-536.48-01	PROMOTIONAL-ADVERTISEMENTS	147	500	500	500
410-2113-536.49-01	MISCELLANEOUS	-	-	-	-
410-2113-536.49-02	MANAGEMENT FEES	950,875	966,030	966,030	1,219,879
410-2113-536.49-05	LICENSES & TAXES	-	1,638	1,638	1,638
410-2113-536.49-10	BAD DEBT EXPENSE	(4,459)	-	-	-
410-2113-536.51-00	OFFICE SUPPLIES	772	750	750	750
410-2113-536.52-01	OPERATING SUPPLIES MISC	1,666	200	200	200
410-2113-536.52-03	GASOLINE & OIL	1,181	1,100	1,100	1,100
410-2113-536.52-04	UNIFORMS & ACCESSORIES	200	800	800	800
410-2113-536.54-01	DUES & SUBSCRIPTIONS	3,161	3,100	3,100	3,100
410-2113-536.54-02	SEMINARS & COURSES	-	500	500	1,200
410-2113-536.54-03	EDU REIMBURSEMENT	-	-	6,487	6,487
	TOTAL OPERATING EXPENDITURES	1,106,781	1,127,428	1,133,915	1,396,391

410-2113-536.64-00	MACHINERY AND EQUIPMENT	-	21,861	21,861	-
	TOTAL CAPITAL OUTLAY	-	21,861	21,861	-
410-2113-536.91-01	CONTINGENT EXPENSE	-	150,000	150,000	150,000
410-2113-581.91-00	INTRAFUND TRANSFERS		835,575	3,442,177	1,353,310
410-2113-590.90-00	CARRYFORWARD FUND BALANCE	3,850,295	618,454	-	-
	TOTAL OTHER USES	3,850,295	1,604,029	3,592,177	1,503,310
TOTAL ADMINISTRATIVE DIVISION		**5,121,795**	**2,924,039**	**4,918,674**	**3,064,498**

PUBLIC SERVICES DEPARTMENT
WATER TREATMENT & PUMPING DIVISION
BUSINESS PLAN & KEY PERFORMANCE INDICATORS SUMMARY

MISSION STATEMENT: Provide quality and safe drinking water.	**CORE FUNCTIONS:** • Provide safe drinking water • Maintain water system pressures and flows
CHALLENGES: • St. John River Water Management District requirements for Alternative Water Supply Projects, using the expansion of the City's Reclaimed Water System as our Alternative Water Supply Project.	**BUSINESS ASSUMPTIONS:** • Continue to meet compliance with the City's CUP as mandated by the SJRWMD. The City accomplished this through the connection to the Conserv II Reclaimed Water main this past year for irrigation water in the southwest neighborhoods. • Continue reduction in water use through water conservation, according to the recent Water and Sewer Rate Study the City achieved a 9% reduction in water consumption through water conservation.

Organizational Structure

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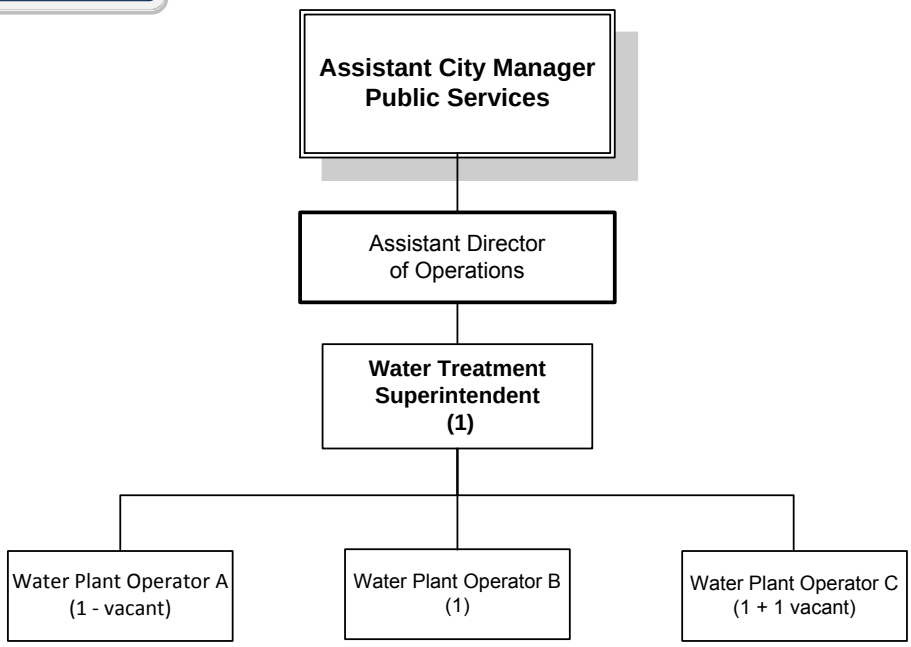


FY 2015-2016 STRATEGIC PRIORITY, GOALS & OBJECTIVES

Strategic Priority #1

Maintain Quality Services and Infrastructure

Department Goals

Raise consumer confidence in the City's drinking water
Compliance with Consumptive Use Permit

Objectives

- Continue to sustain and improve the drinking water public education program in an effort to elevate the 'drinking water quality satisfaction index'.
- Ensure quality delivery of water services to City neighborhoods by minimizing the number of service interruptions, boiled water notices, and reduced system pressure.

KEY PERFORMANCE INDICATOR RESULTS & TARGETS

Key Performance Indicators	FY 13/14 Actual	* FY 14/15 Actual	FY 15/16 Target
CUSTOMER SERVICE INDICATOR			
Drinking Water Quality Satisfaction Index	61%	71%	73% ↑
OPERATIONAL INDICATORS			
# of Water Pressure Interruptions that Resulted in < 50 PSI	5	4	5 ↓

* FY 14/15 actual results reflect current values reported as of the end of Q2

↑ - Target's goal is to maximize/increase; ↓- Target's goal is to minimize/decrease

CITY OF WINTER GARDEN
FY 2015/2016 BUDGET
UTILITIES OPERATING FUND
WATER DIVISION EXPENDITURES

		2014 ACTUAL	2015 ORIGINAL BUDGET	2015 AMENDED BUDGET	2016 PROPOSED BUDGET
410-2116-533.12-00	SALARIES REGULAR	126,866	216,629	216,629	216,629
410-2116-533.13-00	OTHER SALARIES AND WAGES	131	4,457	4,457	4,457
410-2116-533.14-00	OVERTIME	3,674	3,100	3,100	3,100
410-2116-533.21-00	FICA TAXES	9,256	17,281	17,281	17,150
410-2116-533.22-00	RETIREMENT CONTRIBUTION	16,758	33,426	33,426	23,517
410-2116-533.23-00	EMPLOYEE GROUP INSURANCE	21,536	48,740	48,740	48,740
410-2116-533.24-00	WORKERS COMP INSURANCE	4,260	7,495	7,495	7,495
410-2116-533.25-00	UNEMPLOYMENT COMPENSATION	-	196	196	-
410-2116-533.26-00	OTHER POST EMPLOYMENT BENEFITS	16,148	15,000	15,000	6,000
	TOTAL PERSONAL SERVICES	198,629	346,324	346,324	327,088
410-2116-533.31-01	MISC PROFESSIONAL SVCS	65	6,500	6,500	4,500
410-2116-533.31-04	ENGINEERING	26,231	15,500	24,500	20,000
410-2116-533.34-01	CONTRACTUAL SVCS MISC.	50,975	37,526	48,128	37,526
410-2116-533.34-02	LAWN MAINTENANCE SERVICES	-	-	-	25,000
410-2116-533.34-08	PERSONNEL SERVICES	28,763	-	-	5,000
410-2116-533.40-00	TRAVEL EXPENSE	463	1,440	1,440	1,440
410-2116-533.41-02	TELEPHONE	4,020	3,676	3,676	3,676
410-2116-533.41-03	RADIO	92	250	250	100
410-2116-533.41-04	INTERNET SERVICES	543	500	500	500
410-2116-533.41-05	POSTAGE	90	1,825	1,825	1,825
410-2116-533.43-00	UTILITY SERVICES	327,661	336,237	336,237	336,237
410-2116-533.44-00	RENTALS AND LEASES	6,282	9,288	9,288	5,000
410-2116-533.45-00	GENERAL INSURANCE	59,466	54,525	54,525	54,525
410-2116-533.46-01	REPAIRS & MAINTENANCE MISC.	830	1,854	1,854	88,806
410-2116-533.46-02	REPAIRS/MAINT-EQUIPMENT	19,259	29,994	29,994	86,590
410-2116-533.46-03	REPAIRS/MAINT-VEHICLES	5,583	4,648	4,648	4,648
410-2116-533.46-05	REPAIRS/MAINT-COMPUTER SOFTWARE	500	1,000	1,000	1,000
410-2116-533.46-06	REPAIRS/MAINT-COMPUTER HARDWARE	14,323	14,323	14,323	14,323
410-2116-533.46-10	BUILDING	55,480	44,208	44,208	44,208
410-2116.533.47-01	PRINTING AND BINDING MISC.	1,839	1,800	1,800	1,800
410-2116.533.48-01	ADVERTISEMENT-LEGAL, OTHER	148	-	-	250
410-2116-533.49-05	LICENSES & TAXES	100	1,050	1,050	7,050
410-2116-533.51-00	OFFICE SUPPLIES	74	200	200	100
410-2116-533.52-01	OPERATING SUPPLIES MISC.	3,167	2,200	2,200	2,200
410-2116-533.52-02	CHEMICALS	54,909	50,365	50,365	50,365
410-2116-533.52-03	GASOLINE & OIL	12,490	9,500	9,500	9,500
410-2116-533.52-04	UNIFORMS & ACCESSORIES	1,966	2,100	2,100	2,100
410-2116-533.54-01	DUES AND SUBSCRIPTIONS	90	500	500	500
410-2116-533.54-02	SEMINARS AND COURSES	525	750	750	750
	TOTAL OPERATING EXPENDITURES	675,934	631,759	651,361	809,519
410-2116-533.62-00	BUILDINGS	-	-	-	150,000
410-2116-533.63-00	IMPROVEMENTS O/T BUILDING	-	100,000	729,395	-
410-2116-533.64-00	MACHINERY & EQUIPMENT	-	66,120	66,120	-
	TOTAL CAPITAL OUTLAY	-	166,120	795,515	150,000
410-2116-591.93-00	SERVICE DEPOSIT INTEREST	43,412	39,341	39,341	39,341
	TOTAL OTHER USES	43,412	39,341	39,341	39,341
TOTAL WATER DIVISION		**917,975**	**1,183,544**	**1,832,541**	**1,325,948**

CITY OF WINTER GARDEN
FY 2015/2016 BUDGET
UTILITIES OPERATING FUND
DISTRIBUTION DIVISION EXPENDITURES

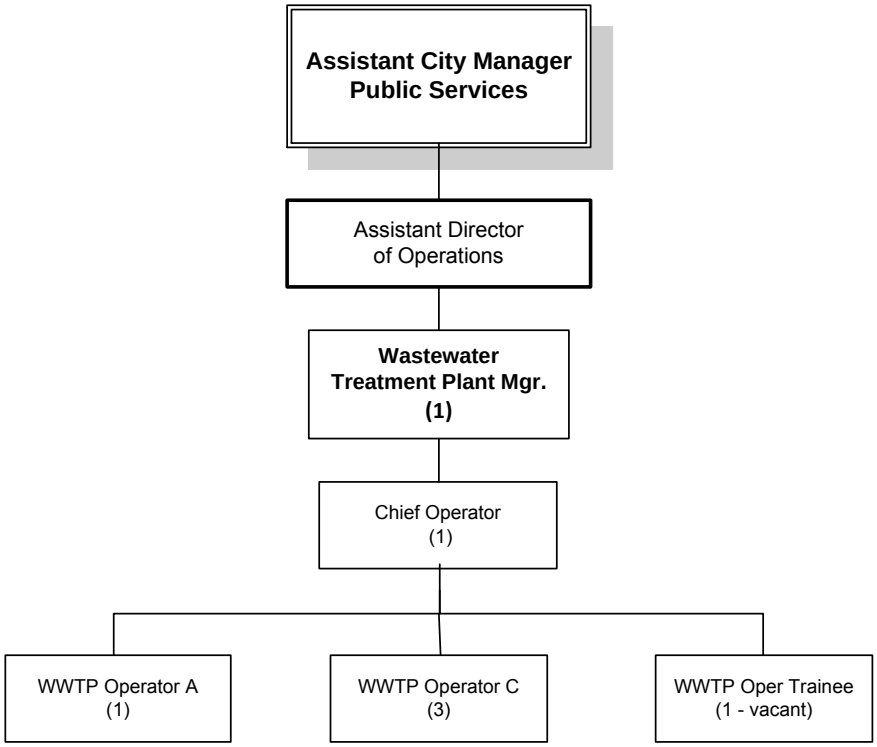
		2014 ACTUAL	2015 ORIGINAL BUDGET	2015 AMENDED BUDGET	2016 PROPOSED BUDGET
410-2126-533.12-00	SALARIES REGULAR	290,197	405,775	405,775	405,775
410-2126-533.14-00	SALARIES OVERTIME 1.5	16,556	17,540	17,540	17,540
410-2126-533.21-00	FICA TAXES	20,137	32,509	32,509	32,509
410-2126-533.22-00	RETIREMENT CONTRIBUTION	43,174	63,116	63,116	44,406
410-2126-533.23-00	EMPLOYEE GROUP INSURANCE	81,229	133,754	133,754	133,754
410-2126-533.24-00	WORKERS COMP INSURANCE	11,924	13,009	13,009	13,009
410-2126-533.25-00	UNEMPLOYMENT COMPENSATION	-	277	277	-
410-2126-533.26-00	OTHER POST EMPLOYMENT BENEFITS	21,766	14,308	14,308	9,000
	TOTAL PERSONAL SERVICES	484,983	680,288	680,288	655,993
410-2126-533.31-04	ENGINEERING	-	5,000	5,000	5,000
410-2126-533.31-06	MEDICAL	-	200	200	200
410-2126-533.34-01	CONTRACTUAL SVCS MISC.	12,314	12,945	12,945	12,945
410-2126-533.40-00	TRAVEL EXPENSE	605	1,872	1,872	1,872
410-2126-533.41-02	TELEPHONE	1,914	2,319	2,319	2,319
410-2126-533.41-03	RADIO	137	150	150	150
410-2126-533.41-04	INTERNET	507	507	507	507
410-2126-533.44-00	RENTALS AND LEASES	97	2,500	2,500	2,500
410-2126-533.45-00	GENERAL INSURANCE	14,539	18,035	18,035	18,035
410-2126-533.46-01	REPAIRS & MAINTENANCE MISC.	4,000	500	500	500
410-2126-533.46-02	REPAIRS/MAINT-EQUIPMENT	2,313	5,600	5,600	5,600
410-2126-533.46-03	REPAIRS/MAINT-VEHICLES	13,192	11,761	11,761	11,761
410-2117-535.46-05	REPAIRS/MAINT-COMPUTER SOFTWARE	2,000	3,710	3,710	3,710
410-2126-533.46-06	REPAIRS/MAINT-COMPUTER HARDWARE	14,323	14,323	14,323	14,323
410-2126-533.46-07	UTILITY LINE	75,367	85,017	85,017	85,017
410-2126-533.48-01	ADVERTISEMENT-LEGAL, OTHER	274	-	-	-
410-2126-533.49-05	LICNSES/TAXES/CERTIFICTNS	1,466	1,602	1,602	1,602
410-2126-533.51-00	OFFICE SUPPLIES	164	250	250	250
410-2126-533.52-01	OPERATING SUPPLIES MISC.	349,665	400,950	432,700	462,500
410-2126-533.52-03	GASOLINE & OIL	29,636	30,000	30,000	21,100
410-2126-533.52-04	UNIFORMS & ACCESSORIES	6,114	10,950	10,950	10,950
410-2126-533.54-01	DUES & SUBSCRIPTIONS	818	2,500	2,500	2,500
410-2126-533.54-02	SEMINARS & COURSES	1,195	1,356	1,356	1,356
	TOTAL OPERATING EXPENDITURES	530,640	612,047	643,797	664,697
410-2126-533.63-00	IMPROVEMENTS O/T BUILDING	-	100,000	163,916	1,596,375
410-2126-533.64-00	MACHINERY & EQUIPMENT	-	69,980	69,980	16,386
	TOTAL CAPITAL OUTLAY	-	169,980	233,896	1,612,761
TOTAL DISTRIBUTION DIVISION		**1,015,623**	**1,462,315**	**1,557,981**	**2,933,451**

PUBLIC SERVICES DEPARTMENT
WASTEWATER & RECLAIMED WATER DIVISION
BUSINESS PLAN & KEY PERFORMANCE INDICATORS SUMMARY

MISSION STATEMENT: To protect the natural environment through sound environmental practices with wastewater and reclaimed water treatment.	**CORE FUNCTIONS:** • Treatment of sewage to FDEP Permit levels • Production of reclaimed water
CHALLENGES: • Excessive rainfall leading to higher infiltration to the collection system • Reliance on third party for sludge removal	**BUSINESS ASSUMPTIONS:** • City will be able to continue to dispose of the sludge produced by the treatment plant • Phase three of the reclaimed water system will be operational in 2015. • Design and Installation of the new headworks and odor control unit in 2015.

Organizational Structure

FTE: 7



FY 2015-2016 STRATEGIC PRIORITY, GOAL & OBJECTIVE

Strategic Priority #1
Maintain Quality Services and Infrastructure

Department Goal
Improve odor control at wastewater treatment facility

Objective
- Continue to evaluate and implement odor control solutions to reduce odors effects from the wastewater treatment facility and decrease the number of odor complaints.

KEY PERFORMANCE INDICATOR RESULTS & TARGETS

Key Performance Indicators	FY 13/14 Actual	* FY 14/15 Actual	FY 15/16 Target
OPERATIONAL INDICATORS			
Number of Odor Complaints (Wastewater Treatment Plant)	0	0	0↓
Number of Repeated Odor Complaints (Wastewater Treatment Plant)	0	0	0↓

* FY 14/15 actual results reflect current values reported as of the end of Q2

↑ - Target's goal is to maximize/increase; ↓- Target's goal is to minimize/decrease

CITY OF WINTER GARDEN
FY 2015/2016 BUDGET
UTILITIES OPERATING FUND
WASTEWATER DIVISION EXPENDITURES

		2014 ACTUAL	2015 ORIGINAL BUDGET	2015 AMENDED BUDGET	2016 PROPOSED BUDGET
410-2117-535.12-00	SALARIES REGULAR	284,994	322,319	322,319	322,319
410-2117-535.13-00	OTHER SALARIES AND WAGES	131	4,457	4,457	4,457
410-2117-535.14-00	SALARIES OVERTIME 1.5	16,074	13,200	21,200	13,200
410-2117-535.21-00	FICA TAXES	21,157	26,251	26,251	26,251
410-2117-535.22-00	RETIREMENT CONTRIBUTION	40,027	50,690	50,690	35,663
410-2117-535.23-00	EMPLOYEE GROUP INSURANCE	44,883	69,642	69,642	69,642
410-2117-535.24-00	WORKERS COMP INSURANCE	6,326	6,306	6,306	6,306
410-2117-535.25-00	UNEMPLOYMENT COMPENSATION	-	262	262	-
410-2117-535.26-00	OTHER POST EMPLOYMENT BENEFITS	17,207	15,000	15,000	3,000
	TOTAL PERSONAL SERVICES	430,799	508,127	516,127	480,838
410-2117-535.31-01	MISC PROFESSIONAL SERVICES	6,612	9,366	9,366	9,366
410-2117-535.31-04	ENGINEERING	-	4,802	4,802	2,000
410-2117-535.34-01	CONTRACTUAL SVCS MISC.	525,675	500,326	655,326	955,074
410-2117-535.34-02	LAWN MAINTENANCE	1,895	4,355	4,355	4,355
410-2117-535.34-06	JANITORIAL	500	1,469	1,469	1,469
410-2117-535.34-08	PERSONNEL SERVICES	21,350	-	-	-
410-2117-535.40-00	TRAVEL EXPENSES	1,114	2,160	2,160	2,160
410-2117-535.41-02	TELEPHONE	7,338	6,349	6,349	6,349
410-2117-535.41-03	RADIO	61	150	150	150
410-2117-535.41-05	POSTAGE	159	200	200	200
410-2117-535.43-00	UTILITY SERVICES	472,198	444,434	444,434	444,434
410-2117-535.44-00	RENTALS & LEASES	2,006	4,113	4,113	3,000
410-2117-535.45-00	GENERAL INSURANCE	143,691	132,778	132,778	132,778
410-2117-535.46-01	REPAIRS & MAINTENANCE MISC.	34,714	44,394	44,394	44,394
410-2117-535.46-02	REPAIRS/MAINT-EQUIPMENT	69,801	90,385	90,385	94,850
410-2117-535.46-03	REPAIRS/MAINT-VEHICLES	4,585	4,493	4,493	4,493
410-2117-535.46-05	REPAIRS/MAINT-COMPUTER SOFTWARE	9,395	19,526	19,526	2,000
410-2117-535.46-06	REPAIRS/MAINT-COMPUTER HARDWARE	9,948	10,493	10,493	11,548
410-2117-535.46-10	BUILDING	74,198	67,710	67,710	81,556
410-2117-535.48-01	ADVERTISEMENT	257	-	-	-
410-2117-535.49-05	LICENSES & TAXES	190	5,100	6,300	5,100
410-2117-535.51-00	OFFICE SUPPLIES	777	1,075	1,075	1,075
410-2117-535.52-01	OPERATING SUPPLIES MISC.	11,421	9,932	9,932	9,932
410-2117-535.52-02	CHEMICALS	207,314	196,429	196,429	196,429
410-2117-535.52-03	GASOLINE & OIL	4,353	4,558	4,558	4,558
410-2117-535.52-04	UNIFORMS & ACCESSORIES	4,459	4,615	4,615	4,615
410-2117-535.52-05	LABORATORY SUPPLIES	7,318	6,415	6,415	6,415
410-2117-535.54-01	DUES & SUBSCRIPTIONS	300	550	550	550
410-2117-535.54-02	SEMINARS & COURSES	1,772	1,356	1,356	1,356
	TOTAL OPERATING EXPENDITURES	1,623,401	1,577,533	1,733,733	2,030,206
410-2117-535.62-00	IMPROV OTHER THAN BUILDING	-	-	29,000	-
410-2117-535.63-00	IMPROV OTHER THAN BUILDING	-	79,000	474,514	1,059,750
410-2117-535.64-00	MACHINERY & EQUIPMENT	-	52,184	71,784	11,000
	TOTAL CAPITAL OUTLAY	-	131,184	575,298	1,070,750
TOTAL WASTEWATER		**2,054,200**	**2,216,844**	**2,825,158**	**3,581,794**

CITY OF WINTER GARDEN
FY 2015/2016 BUDGET
UTILITIES OPERATING FUND
COLLECTION DIVISION EXPENDITURES

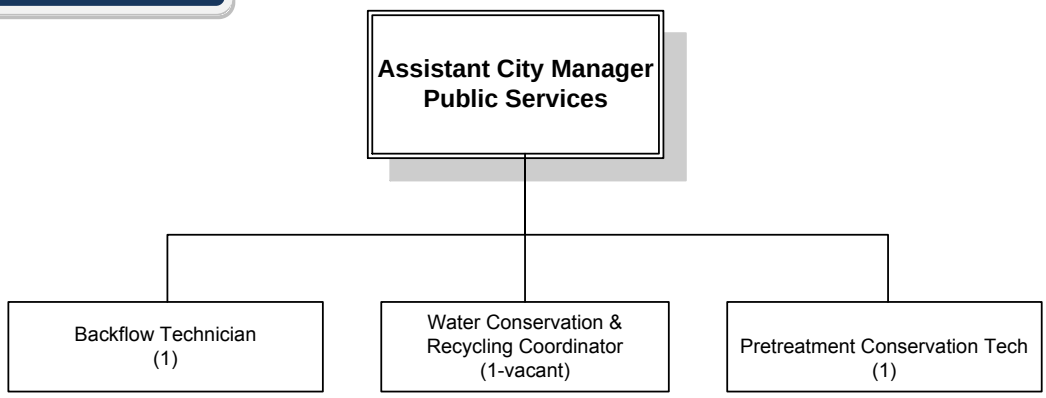
		2014 ACTUAL	2015 ORIGINAL BUDGET	2015 AMENDED BUDGET	2016 PROPOSED BUDGET
410-2127-535.12-00	SALARIES REGULAR	277,484	465,816	465,816	465,816
410-2127-535.14-00	SALARIES OVERTIME 1.5	14,395	25,350	25,350	25,350
410-2127-535.21-00	FICA TAXES	20,743	37,895	37,895	37,574
410-2127-535.22-00	RETIREMENT CONTRIBUTION	40,218	73,233	73,233	51,523
410-2127-535.23-00	EMPLOYEE GROUP INSURANCE	48,648	128,394	128,394	128,394
410-2127-535.24-00	WORKERS COMP INSURANCE	8,854	14,226	14,226	14,226
410-2127-535.25-00	UNEMPLOYMENT COMPENSATION	-	301	301	-
410-2127-535.26-00	OTHER POST EMPLOYMENT BENEFITS	24,354	17,885	17,885	6,000
	TOTAL PERSONAL SERVICES	434,696	763,100	763,100	728,884
410-2127-535.31-01	PROFESSIONAL SVCS/MISC SVCS	66	-	-	-
410-2127-535.31-04	ENGINEERING SERVICES	2,500	3,000	3,000	3,000
410-2127-535.31-06	MEDICAL	-	200	200	200
410-2127-535.34-01	CONTRACTUAL SVCS MISC.	782	10,000	10,000	10,000
410-2127-535.34-08	PERSONNEL	-	4,000	4,000	5,585
410-2127-535.40-00	TRAVEL EXPENSES	2,935	1,260	1,260	1,260
410-2127-535.41-02	TELEPHONE	12,396	12,500	12,500	13,215
410-2127-535.41-03	RADIO	122	300	300	300
410-2127-535.41-04	INTERNET SERVICES	911	1,200	1,200	1,200
410-2127-535.41-05	COMMUNICATIONS/FREIGHT-POSTAGE	48	100	100	100
410-2127-535.43-00	UTILITY SERVICES	96,220	92,500	92,500	92,500
410-2127-535.44-00	RENTALS AND LEASES	2,232	2,200	2,200	1,000
410-2127-535.45-00	GENERAL INSURANCE	48,039	46,649	46,649	46,649
410-2127-535.46-01	REPAIRS & MAINTENANCE MISC.	-	1,000	1,000	500
410-2127-535.46-02	REPAIRS/MAINT-EQUIPMENT	4,034	10,588	10,588	9,145
410-2127-535.46-03	REPAIRS/MAINT-VEHICLES	64,040	69,578	69,578	69,578
410-2127-535.46-04	REPAIRS/MAINT-LIFT STATIONS	84,158	80,443	80,443	93,369
410-2117-535.46-05	REPAIRS/MAINT-COMPUTER SOFTWARE	1,000	2,710	2,710	8,300
410-2127-535.46-06	REPAIRS/MAINT-COMPUTER HARDWARE	9,548	9,685	9,685	9,685
410-2127-535.46-07	UTILITY LINE	11,580	16,243	16,243	17,969
410-2127-535.46-10	BUILDING	13,827	9,824	9,824	9,824
410-2127-535.47-01	PRINTING & BINDING	30	450	450	200
410-2127-535.48-01	ADVERTISEMENT-LEGAL, OTHER	1,112	100	100	250
410-2127-535.49-05	LICENSES & TAXES	577	450	450	450
410-2127-535.51-00	OFFICE SUPPLIES	166	550	550	200
410-2127-535.52-01	OPERATING SUPPLIES MISC.	20,954	25,288	25,288	8,500
410-2127-535.52-02	CHEMICALS	5,856	3,000	3,000	11,250
410-2127-535.52-03	GASOLINE & OIL	33,326	33,718	33,718	33,718
410-2127-535.52-04	UNIFORMS & ACCESSORIES	7,320	11,450	11,450	11,450
410-2127-535.54-01	DUES AND SUBSCRIPTIONS	818	1,000	1,000	1,000
410-2127-535.54-02	SEMINARS & COURSES	2,513	1,863	1,863	1,863
	TOTAL OPERATING EXPENDITURES	427,110	451,849	451,849	462,260
410-2127-535.63-00	IMPROVEMENTS OTHER THAN BLDGS	-	-	267,207	118,232
410-2127-535.64-00	MACHINERY & EQUIPMENT	-	156,189	156,189	44,984
	TOTAL CAPITAL OUTLAY	-	156,189	423,396	163,216
TOTAL COLLECTION DIVISION		**861,806**	**1,371,138**	**1,638,345**	**1,354,360**

PUBLIC SERVICES DEPARTMENT
ENVIRONMENTAL SERVICES DIVISION
BUSINESS PLAN & KEY PERFORMANCE INDICATORS SUMMARY

MISSION STATEMENT:	CORE FUNCTIONS:
Provide environmentally sound solutions for industrial wastewater pretreatment and water conservation practices.	• Administer Water Conservation Program • Administer Industrial Wastewater Pretreatment Program
CHALLENGES: • Meeting St. Johns River Water Management District's requirements for reduction in water consumption through water conservation • Unfunded FDEP's requirements for reductions in oils, fats and grease that enter the City's wastewater system	**BUSINESS ASSUMPTIONS:** • Enforcement of the new water conservation irrigation rules will reduce water consumption • Water conservation public education will reduce water consumption • Public education related to properly disposing of cooking oil and grease will reduce wastewater operations expenses

Organizational Structure

FTE: 3



FY 2015-2016 STRATEGIC PRIORITIES, GOALS & OBJECTIVES

Strategic Priority #1
Maintain Quality Services and Infrastructure

Department Goal
Reduce Fats, Oils and Grease (F.O.G.) from the wastewater stream through industrial pretreatment public education

Objective
- Continue focus on grease reduction in the City's waste water system through restaurant owner reinforced education on proper grease trap management and maintenance.

Strategic Priority #2
Preserve the Natural Environment

Department Goal
Protect groundwater resources through water conservation

Objective
- Ensure compliance with St John's Water allocation through proactive conservation awareness efforts that will prevent exceeding allowable groundwater withdrawal restrictions.

KEY PERFORMANCE INDICATOR RESULTS & TARGETS

Key Performance Indicators	FY 13/14 Actual	* FY 14/15 Actual	FY 15/16 Target
CUSTOMER SERVICE INDICATOR			
Water Conservation Participation Index	78%	85%	87%↑
OPERATIONAL INDICATORS			
Restaurant Site Inspection Compliance Rate **	100%	100%	100%↑
Million Gallons / Day in Groundwater Withdrawals ***	4.99	4.99	4.85↓

* FY 14/15 actual results reflect current values reported as of the end of Q2

** Annual grease trap inspections of over 80 local restaurants to reduce grease contaminants in the waste water system

*** Minimize volume of underground water withdrawals from the aquifer that supplement City water supply. The City also adheres to the SJWMD and FDEP compliance standards. The target shown in FY 14/15 is well below the annual withdrawal allowance

↑ - Target's goal is to maximize/increase; ↓- Target's goal is to minimize/decrease

CITY OF WINTER GARDEN
FY 2015/2016 BUDGET
UTILITIES OPERATING FUND
ENVIRONMENTAL SERVICES DIVISION EXPENDITURES

		2014 ACTUAL	2015 ORIGINAL BUDGET	2015 AMENDED BUDGET	2016 PROPOSED BUDGET
410-2132-537.12-00	SALARIES REGULAR	85,211	121,094	121,094	121,094
410-2132-537.14-00	SALARIES OVERTIME 1.5	80	358	358	358
410-2132-537.21-00	FICA TAXES	5,845	9,310	9,310	9,291
410-2132-537.22-00	RETIREMENT CONTRIBUTION	11,594	18,055	18,055	12,740
410-2132-537.23-00	EMPLOYEE GROUP INSURANCE	17,231	33,309	33,309	33,309
410-2132-537.24-00	WORKERS COMP INSURANCE	2,900	3,965	3,965	3,965
410-2132-537.26-00	OTHER POST EMPLOYMENT BENEFITS	9,089	8,365	8,365	3,000
	TOTAL PERSONAL SERVICES	131,950	194,456	194,456	183,757
410-2132-537.40-00	TRAVEL EXPENSES	-	900	900	900
410-2132-537.41-02	COMMUNICATIONS/FREIGHT-PHONE	927	800	800	800
410-2132-537.41-03	RADIO	15	-	-	-
410-2132-537.41-04	INTERNET	456	-	-	-
410-2132-537.41-05	POSTAGE	4,273	4,950	4,950	4,950
410-2132-537.45-00	GENERAL INSURANCE	202	85	85	85
410-2132-537.46-02	REPAIRS/MAINT-EQUIPMENT	226	500	500	500
410-2132-537.46-03	VEHICLES	1,454	890	890	890
410-2132-537.46-05	COMPUTER SOFTWARE	530	1,750	1,750	1,750
410-2132-537.46-06	COMPUTER HARDWARE	14,323	14,323	14,323	14,323
410-2132-537.47-01	PRINTING & BINDING	5,098	3,530	3,530	3,530
410-2132-537.48-01	PROMOTIONAL-ADVERTISEMENTS	11,310	12,100	12,100	12,100
410-2132-537.48-02	PROMOTIONAL-PROMOTIONAL ITEMS	6,874	7,130	7,130	7,130
410-2132-537.49-05	LICENSES & TAXES	-	200	200	200
410-2132-537.51-00	OFFICE SUPPLIES	227	300	300	300
410-2132-537.52-01	OPERATING SUPPLIES-MISCELLANEOUS	1,540	1,500	1,500	1,500
410-2132-537.52-03	GASOLINE & OIL	2,162	3,500	3,500	2,500
410-2132-537.52-04	UNIFORMS & ACCESSORIES	845	750	750	750
410-2132-537.54-01	DUES AND SUBSCRIPTIONS	608	700	700	700
410-2132-537.54-02	SEMINARS & COURSES	85	840	840	840
410-2132-537.54-03	OTHER EDUCATIONAL SERVICE	1,113	3,500	3,500	-
	TOTAL OPERATING EXPENDITURES	52,268	58,248	58,248	53,748
TOTAL ENVIRONMENTAL SERVICES DIVISION		**184,218**	**252,704**	**252,704**	**237,505**

CITY OF WINTER GARDEN
FY 2015/2016 BUDGET
UTILITIES OPERATING FUND EXPENDITURES
DEPRECIATION

		2014 ACTUAL	2015 ORIGINAL BUDGET	2015 AMENDED BUDGET	2016 PROPOSED BUDGET
410-2190-536.59-01	DEPRECIATION BUILDING	128,796	-	-	-
410-2190-536.59-02	DEPRECIATION IMPROVEMENTS	2,953,984	-	-	-
410-2190-536.59-03	DEPRECIATION EQUIPMENT	266,979	-	-	-
	TOTAL OPERATING EXPENDITURES	3,349,759	-	-	-
TOTAL DEPRECIATION		**3,349,759**	**-**	**-**	**-**
TOTAL UTILITIES OPERATING FUND		**13,505,376**	**9,410,584**	**13,025,403**	**12,497,556**

CITY OF WINTER GARDEN
FY 2015/2016 BUDGET
UTILITIES IMPACT FEES FUND REVENUES

		2014 ACTUAL	2015 ORIGINAL BUDGET	2015 AMENDED BUDGET	2016 PROPOSED BUDGET
411-2116-324.21-00	RESIDENTIAL-PHYSICAL ENVR	994,949	786,947	786,947	815,954
411-2116-324.22-00	COMMERCIAL-PHYSICAL ENVIR	186,376	17,447	17,447	29,800
411-2117-324.21-00	RESIDENTIAL-PHYSICAL ENVR	817,954	452,793	452,793	577,246
411-2117-324.22-00	COMMERCIAL-PHYSICAL ENVIR	211,309	6,058	6,058	6,058
	TOTAL PERMITS, FEES AND SPECIAL ASSESSEMENTS	2,210,588	1,263,245	1,263,245	1,429,058
411-2116-361.10-00	INTEREST	99,313	95,304	95,304	67,610
411-2116-361.30-00	INCR(DECR) IN FV OF INVST	(46,543)	-	-	-
411-2116-361.40-00	GAIN (LOSS) ON SALE OF INVESTMNT	(6,034)	-	-	-
	TOTAL INVESTMENTS	46,736	95,304	95,304	67,610
411-2116-363.23-01	IMPACT FEES WATER SRVC	103,894	25,612	25,612	63,126
411-2116-363.23-02	IMPACT FEES SEWER SRVC	15,701	6,647	6,647	16,197
411-2117-389.40-00	OTHER GRANTS & DONATIONS	-	-	-	479,040
	TOTAL MISCELLANEOUS REVENUES	119,595	32,259	32,259	558,363
411-2116-399.99-99	USE OF FUND BALANCE-WATER	-	-	6,735,900	-
411-2117-399.99-99	USE OF FUND BALANCE-WASTEWATER	-	-	691,883	-
	TOTAL NON-OPERATING REVENUES	-	-	7,427,783	-
TOTAL UTILITIES IMPACT FEES FUND		**2,376,919**	**1,390,808**	**8,818,591**	**2,055,031**

CITY OF WINTER GARDEN
FY 2015/2016 BUDGET
UTILITIES IMPACT FEE FUND EXPENDITURES

		2014 ACTUAL	2015 ORIGINAL BUDGET	2015 AMENDED BUDGET	2016 PROPOSED BUDGET
WATER DIVISION					
411-2116-517.72-00	INTEREST	33,601	33,601	33,601	33,601
	TOTAL DEBT SERVICE	33,601	33,601	33,601	33,601
411-2116-599.99-99	CARRYFORWARD FUND BALANCE	1,314,055	838,881	838,881	938,636
	TOTAL DEBT SERVICE	1,314,055	838,881	838,881	938,636
TOTAL WATER DIVISION		**1,347,656**	**872,482**	**872,482**	**972,237**
WASTEWATER DIVISION					
411-2117-535.63-00	IMPROV OTHER THAN BUILDING	-	-	664,815	-
	TOTAL CAPITAL OUTLAY	-	-	664,815	-
411-2117-517.72-00	INTEREST	214,337	213,027	213,027	213,027
411-2117-599.99-99	CARRYFORWARD FUND BALANCE	814,926	245,824	245,824	829,217
	TOTAL DEBT SERVICE	1,029,263	458,851	458,851	1,042,244
TOTAL WASTEWATER DIVISION		**1,029,263**	**458,851**	**1,123,666**	**1,042,244**
DISTRIBUTION DIVISION					
411-2126-533.63-00	IMPROV OTHER THAN BUILDING	-	59,475	6,795,375	20,450
	TOTAL CAPITAL OUTLAY	-	59,475	6,795,375	20,450
TOTAL DISTRIBUTION DIVISION		**-**	**59,475**	**6,795,375**	**20,450**
COLLECTION DIVISION					
411-2127-535.63-00	IMPROV OTHER THAN BUILDING	-	-	27,068	20,100
	TOTAL CAPITAL OUTLAY	-	-	27,068	20,100
TOTAL COLLECTION DIVISION		**-**	**-**	**27,068**	**20,100**
TOTAL UTILITIES IMPACT FEES FUND		**2,376,919**	**1,390,808**	**8,818,591**	**2,055,031**

CITY OF WINTER GARDEN
FY 2015/2016 BUDGET
UTILITIES RENEWAL AND REPLACEMENT FUND REVENUES

		2014 ACTUAL	2015 ORIGINAL BUDGET	2015 AMENDED BUDGET	2016 PROPOSED BUDGET
412-2116-381.41-00	INTERFUND TRANSFER	-	835,575	3,442,177	1,353,310
	TOTAL NON-OPERATING REVENUES	-	835,575	3,442,177	1,353,310
	TOTAL UTILITIES RENEWAL AND REPLACEMENT FUND	**-**	**835,575**	**3,442,177**	**1,353,310**

CITY OF WINTER GARDEN
FY 2015/2016 BUDGET
UTILITIES RENEWAL AND REPLACEMENT FUND EXPENDITURES

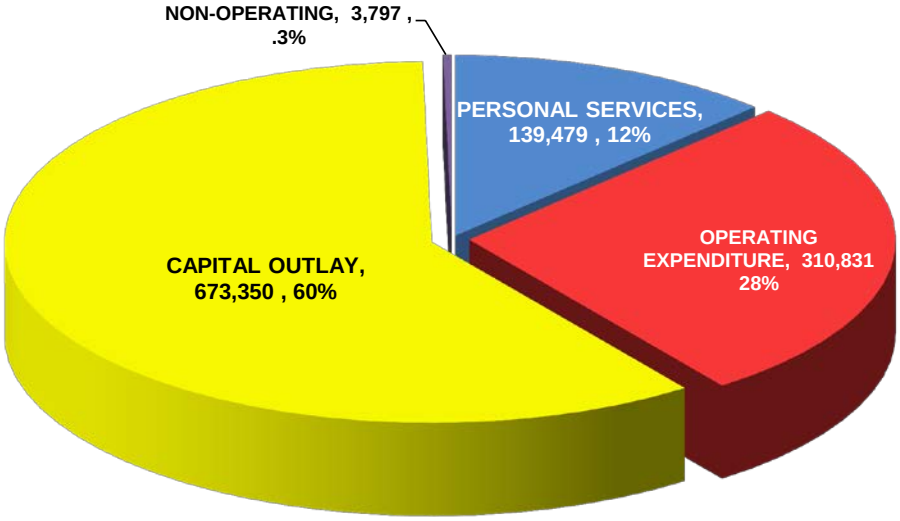
		2014 ACTUAL	2015 ORIGINAL BUDGET	2015 AMENDED BUDGET	2016 PROPOSED BUDGET
DISTRIBUTION DIVISION					
412-2126-533.63-00	IMPROV OTHER THAN BUILDING	-	200,000	900,000	552,250
	TOTAL CAPITAL OUTLAY	-	200,000	900,000	552,250
TOTAL DISTRIBUTION DIVISION		**-**	**200,000**	**900,000**	**552,250**
COLLECTION DIVISION					
412-2127-535.63-00	IMPROV OTHER THAN BUILDING	-	635,575	2,542,177	801,060
	TOTAL CAPITAL OUTLAY	-	635,575	2,542,177	801,060
TOTAL COLLECTION DIVISION		**-**	**635,575**	**2,542,177**	**801,060**
TOTAL UTILITIES RENEWAL & REPLACEMENT FUND		**-**	**835,575**	**3,442,177**	**1,353,310**

- STORMWATER –

CITY OF WINTER GARDEN
FY 2015/2016 BUDGET
STORMWATER OPERATING FUND REVENUES

		2014 ACTUAL	2015 ORIGINAL BUDGET	2015 AMENDED BUDGET	2016 PROPOSED BUDGET
420-2618-329.00-00	STORMWATER	1,401,641	1,394,956	1,394,956	1,399,520
	TOTAL PERMITS, FEES AND SPECIAL ASSESSEMENTS	1,401,641	1,394,956	1,394,956	1,399,520
420-2618-364.00-00	DISPOSITION/FIXED ASSETS	-	1,487	1,487	1,487
	TOTAL MISCELLANEOUS REVENUES	-	1,487	1,487	1,487
420-2618-389.40-00	OTHER GRANTS & DONATIONS	826,835	-	-	-
	TOTAL NON-OPERATING REVENUES	826,835	-	-	-
420-2618-399.99-99	USE OF FUND BALANCE	-	-	1,086,249	-
	TOTAL OTHER SOURCES	-	-	1,086,249	-
TOTAL STORMWATER OPERATING FUND		**2,228,476**	**1,396,443**	**2,482,692**	**1,401,007**

CITY OF WINTER GARDEN
FY 2015/2016 BUDGET
STORMWATER FUND
USES BY CATEGORY



WINTER GARDEN

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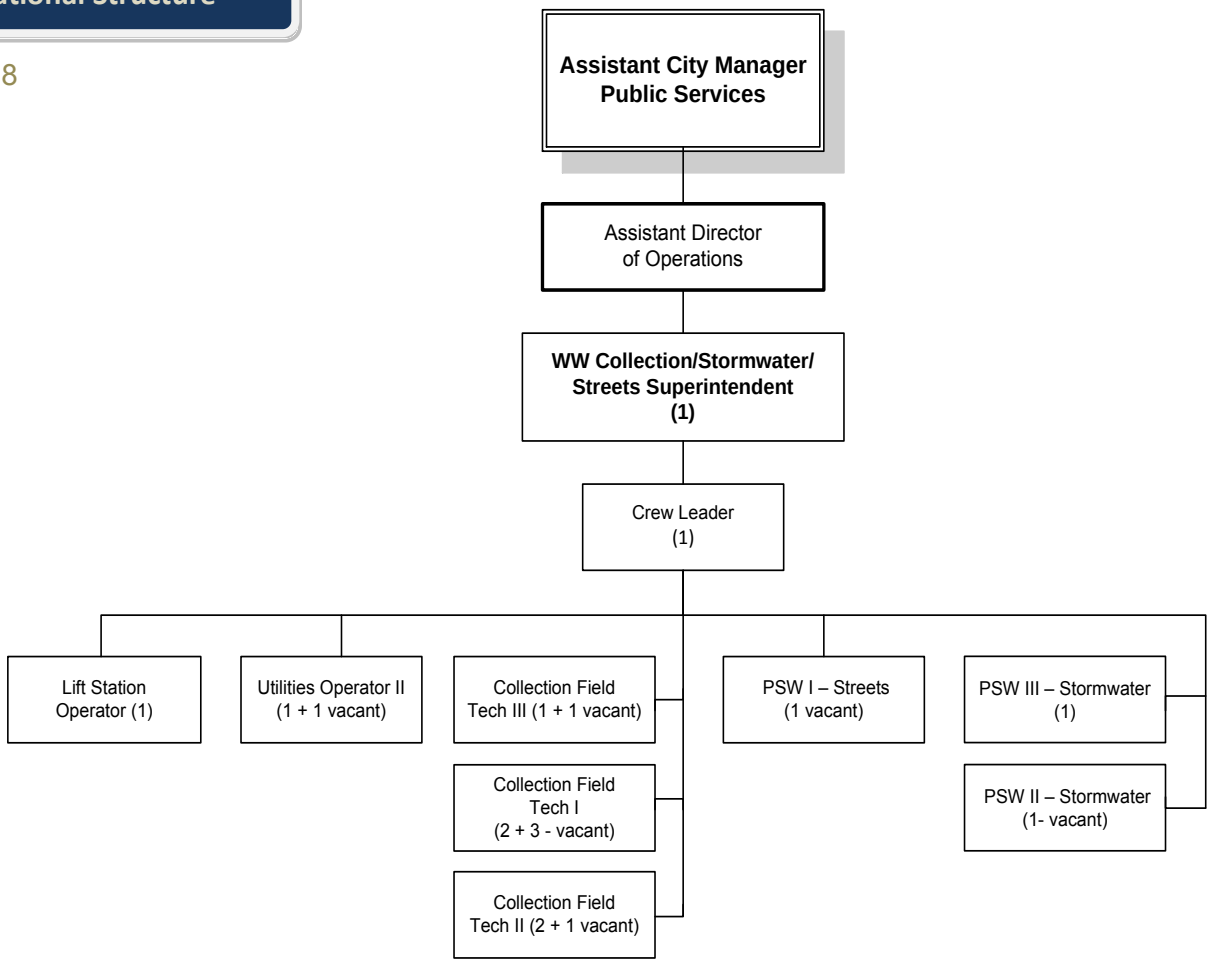
PUBLIC SERVICES DEPARTMENT
WASTEWATER/STORMWATER COLLECTION/STREETS DIVISION

BUSINESS PLAN & KEY PERFORMANCE INDICATORS SUMMARY

MISSION STATEMENT:	CORE FUNCTIONS:
Wastewater/Stormwater Collection: Provide citizens with efficient and responsive collection services for wastewater/stormwater. **Streets**: To keep the City and its gateway corridors attractive, clean and safe for all modes of travel.	• Maintain wastewater and stormwater collection systems • Monitoring lift stations • Mowing and maintenance of street right-of-ways, sidewalks and stormwater ponds
CHALLENGES:	**BUSINESS ASSUMPTIONS:**
• Adverse weather conditions and tropical storms • State and Federal Environmental Mandates • Lack of cooperation from Federal, State and Regional agencies • Lack of funding for Storm Water Action Team (SWAT)	• Use of computerized Maintenance Management Work Order System will improve operational efficiency and effectiveness

Organizational Structure

FTE: 18



FY 2015-2016 STRATEGIC PRIORITIES, GOALS & OBJECTIVES

Strategic Priority #1
Preserve the Natural Environment

Department Goal
Reduce pollution in Lake Apopka through cleaner streets and storm water systems

Objective
- Improve and maintain a high level of service with the street cleaning and storm water system maintenance program to increase the volume of pollutants removed from the storm water drains.

Strategic Priority #2
Provide an Attractive Community

Department Goal
Keep the City corridors attractive and clean

Objective
- Evaluate and improve procedures for street cleaning and right of way maintenance to increase the 'street cleaning satisfaction index'.

Strategic Priority #3
Maintain Quality Services and Infrastructure

Department Goals
Prolong the service life of the City's infrastructure
Reduce citizen storm water complaints

Objectives
- Improve sewer preventative maintenance to increase the 'sewer satisfaction index'.
- Ensure timely assessment and resolution of citizen storm water complaints or requests by investigating and interviewing the citizens related to their concerns and/or storm water problems. As a result of the investigation/interview, remedies may be performed by the City, while others may be a private property issue.

KEY PERFORMANCE INDICATOR RESULTS & TARGETS

Key Performance Indicators	FY 13/14 Actual	* FY 14/15 Actual	FY 15/16 Target
CUSTOMER SERVICE INDICATORS			
Street Cleaning Satisfaction Index	77%	85%	87%↑
Sewer Service Satisfaction Index	86%	90%	91%↑
Storm Water Drainage Satisfaction Index	81%	84%	86%↑
OPERATIONAL INDICATORS			
% of Sewer Calls Responded to Within 45 Minutes	99.92%	100%	100%↑
% of Storm Water Calls Responded to Within 24 Hours	100%	100%	100%↑

* FY 14/15 actual results reflect current values reported as of the end of Q2

↑ - Target's goal is to maximize/increase; ↓- Target's goal is to minimize/decrease

CITY OF WINTER GARDEN
FY 2015/2016 BUDGET
STORMWATER OPERATING FUND EXPENDITURES

		2014 ACTUAL	2015 ORIGINAL BUDGET	2015 AMENDED BUDGET	2016 PROPOSED BUDGET
STORMWATER OPERATING DIVISION					
420-2618-538.12-00	SALARIES REGULAR	78,503	80,128	80,128	80,128
420-2618-538.13-00	OTHER SALARIES AND WAGES	131	4,457	4,457	4,457
420-2618-538.14-00	OVERTIME	7,058	6,765	6,765	9,795
420-2618-538.21-00	FICA TAXES	7,660	7,075	7,075	7,220
420-2618-538.22-00	RETIREMENT CONTRIBUTION	12,563	13,701	13,701	9,433
420-2618-538.23-00	EMPLOYEE GROUP INSURANCE	12,399	18,184	18,184	18,184
420-2618-538.24-00	WORKERS COMP INSURANCE	4,297	4,262	4,262	4,262
420-2618-538.25-00	UNEMPLOYMENT COMPENSATION	-	131	131	-
420-2618-538.26-00	OTHER POST EMPLOYMENT BENEFITS	7,059	6,577	6,577	6,000
	TOTAL PERSONAL SERVICES	129,670	141,280	141,280	139,479
420-2618-538.31-01	MISCELLANEOUS PROFESSIONAL SVCS	10,871	-	7,650	10,200
420-2618-538.31-04	ENGINEERING	24,179	6,000	6,000	15,500
420-2618-538.31-06	MEDICAL	-	147	147	147
420-2618-538.32-00	ACCOUNTING AND AUDIT	2,200	2,500	2,500	2,500
420-2618-538.34-01	CONTRACTUAL SVCS MISC.	5,023	23,625	105,092	23,625
420-2618-538.34-08	PERSONNEL SERVICES	1,641	-	3,102	2,829
420-2618-538.34-12	TIPPING FEES	19,301	17,913	17,913	25,385
420-2618-538.40-00	TRAVEL AND PER DIEM	785	934	934	934
420-2618-538.41-02	TELEPHONE SERVICES	96	300	300	300
420-2618-538.41-03	RADIO	46	100	100	100
420-2618-538.43-00	WATER/SEWER UTILITIES	-	200	200	200
420-2618-538.44-00	RENTALS AND LEASES	1,105	1,657	1,657	1,657
420-2618-538.45-00	GENERAL INSURANCE	4,766	4,785	4,785	4,785
420-2618-538.46-01	REPAIRS & MAINTENANCE MISC.	4,644	500	500	500
420-2618-538.46-02	REPAIRS/MAINT-EQUIPMENT	14,189	13,314	13,314	14,492
420-2618-538.46-03	REPAIRS/MAINT-VEHICLES	20,420	31,553	31,553	31,553
420-2618-538.46-05	REPAIRS/MAINT-COMPUTER SOFTWARE	680	1,000	1,000	1,000
420-2618-538.46-07	REPAIRS/MAINT-UTILITY LINES	45	2,500	2,500	2,500
420-2618-538.48-02	PROMOTIONAL ITEMS	30	500	500	500
420-2618-538.49-02	MANAGEMENT FEES	128,131	121,235	121,235	129,559
420-2618-538.49-05	LICENSES & TAXES	1,005	3,000	3,000	3,000
420-2618-538.49-10	BAD DEBT EXPENSE	1,167	-	-	-
420-2618-538.51-00	OFFICE SUPPLIES	85	100	100	100
420-2618-538.52-01	OPERATING SUPPLIES MISC.	3,268	3,689	22,017	4,669
420-2618-538.52-02	CHEMICALS	810	2,000	2,000	2,850
420-2618-538.52-03	GASOLINE & OIL	24,133	28,549	28,549	28,549
420-2618-538.52-04	UNIFORMS	720	1,300	1,300	1,300
420-2618-538.54-01	MEMBERSHIP DUES	741	741	741	741
420-2618-538.54-02	SEMINARS AND COURSES	520	1,356	1,356	1,356
	TOTAL OPERATING EXPENDITURES	270,601	269,498	380,045	310,831

420-2618-538.63-00	CAPITAL IMPROVEMENTS	-	730,305	1,717,853	673,350
420-2618-538.64-00	CAPITAL EQUIPMENT	-	239,717	239,717	-
	TOTAL CAPITAL OUTLAY	-	970,022	1,957,570	673,350
420-2618-517.72-00	INTEREST	-	3,797	3,797	3,797
	TOTAL DEBT SERVICE	-	3,797	3,797	3,797
420-2618-599.99-99	CARRYFORWARD FUND BALANCE	1,501,194	11,846	-	273,550
	TOTAL OTHER USES	1,501,194	11,846	-	273,550
TOTAL STORMWATER OPERATING		**1,901,465**	**1,396,443**	**2,482,692**	**1,401,007**
STORMWATER DEPRECIATION					
420-2690-538.59-02	DEPRECIATION IMPROVEMENTS	256,828	-	-	-
420-2690-538.59-03	DEPRECIATION EQUIPMENT	38,543	-	-	-
	TOTAL OPERATING EXPENDITURES	295,371	-	-	-
TOTAL STORMWATER DEPRECIATION		**295,371**	**-**	**-**	**-**
TOTAL STORMWATER OPERATING FUND		**2,196,836**	**1,396,443**	**2,482,692**	**1,401,007**

WINTER GARDEN

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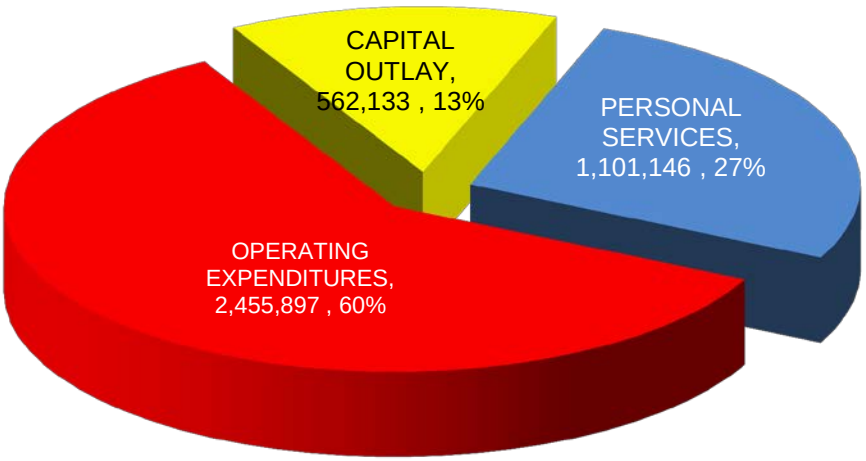
- SOLID WASTE -

CITY OF WINTER GARDEN
FY 2015/2016 BUDGET
SOLID WASTE OPERATING FUND REVENUES

		2014 ACTUAL	2015 ORIGINAL BUDGET	2015 AMENDED BUDGET	2016 PROPOSED BUDGET
430-3134-343.41-01	RESIDENTIAL	2,857,426	2,836,803	2,836,803	2,909,632
430-3134-343.41-02	COMMERCIAL	1,465,229	1,449,300	1,449,300	1,528,452
430-3134-343.41-03	COMMERCIAL RECYCLING	42,700	17,500	17,500	57,600
430-3134-343.41-04	EXTRA CHARGES	5,406	5,500	5,500	5,740
430-3134-343.42-01	RESIDENTIAL	1	25	25	25
430-3134-343.42-03	RECYCLE BINS FEE	42,510	17,500	17,500	48,707
	TOTAL CHARGES FOR SERVICES	4,413,272	4,326,628	4,326,628	4,550,156
430-3134-365.00-00	SALE OF SURPLUS MATERIALS/SCRAP	1,498	1,500	1,500	1,500
	TOTAL MISCELLANEOUS REVENUES	1,498	1,500	1,500	1,500
430-3134-399.99-99	USE OF FUND BALANCE	-	-	115,007	-
	TOTAL OTHER SOURCES	-	-	115,007	-
TOTAL SOLID WASTE OPERATING FUND REVENUES		**4,414,771**	**4,328,128**	**4,443,135**	**4,551,656**

CITY OF WINTER GARDEN
FY 2015/2016 BUDGET
SOLID WASTE FUND
USES BY CATEGORY



WINTER GARDEN

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PUBLIC SERVICES DEPARTMENT
SOLID WASTE DIVISION
BUSINESS PLAN & KEY PERFORMANCE INDICATORS SUMMARY

MISSION STATEMENT:
Provide responsive as well as efficient collection and disposal of solid waste.
	CORE FUNCTIONS:
	• Collection and removal of solid waste materials
	  ○ Residential/Commercial garbage
	  ○ Recyclables
	  ○ Yard Waste

CHALLENGES: • Excessive employee turnover • Public apathy towards recycling	**BUSINESS ASSUMPTIONS:** • The Orange County Landfill will continue to accept solid waste from the City of Winter Garden • There will be a continued market or demand for recycled materials • Vehicles and equipment will be properly maintained in a timely manner • Public will comply with disposal requirements

Organizational Structure

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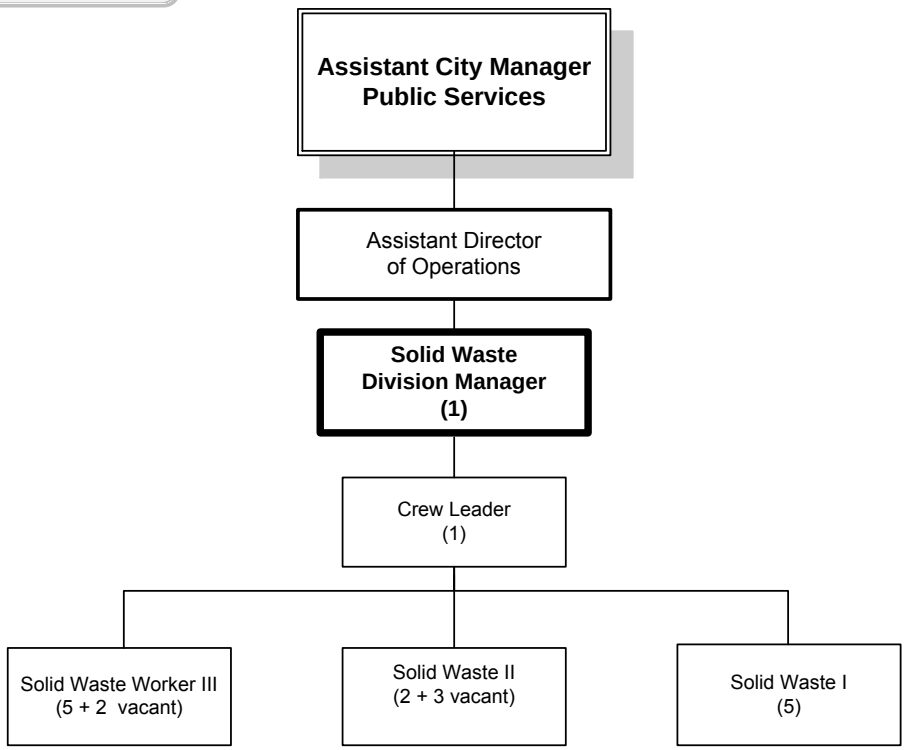

FY 2015-2016 STRATEGIC PRIORITY, GOALS & OBJECTIVES

Strategic Priority #1
Preserve the Natural Environment

Departmental Goals
Improve the natural environment through increased recycling awareness
Reduce the amount of solid waste going into the landfill

Objective
- Continue to improve the recycling awareness outreach effort and the overall effectiveness of Solid Waste operation in order to reduce non-recyclable tonnage and increase recyclable tonnage to the landfill facility.

KEY PERFORMANCE INDICATOR RESULTS & TARGETS

Key Performance Indicators	FY 13/14 Actual	* FY 14/15 Actual	FY 15/16 Target
FINANCIAL INDICATOR			
Solid Waste Direct Cost per Tonnage	$147.91	$141.14	$130.00↓
OPERATIONAL INDICATORS			
% of Commercial Accounts Recycling	6.7%	5.9%	7%↑
Recycled Waste as a % of Total Waste	6.2%	7%	8%↑

* FY 14/15 actual results reflect current values reported as of the end of Q2

↑ - Target's goal is to maximize/increase; ↓- Target's goal is to minimize/decrease

CITY OF WINTER GARDEN
FY 2015/2016 BUDGET
SOLID WASTE OPERATING FUND

		2014 ACTUAL	2015 ORIGINAL BUDGET	2015 AMENDED BUDGET	2016 PROPOSED BUDGET
SOLID WASTE OPERATING DIVISION					
430-3134-534.12-00	SALARIES REGULAR	607,068	665,851	671,899	687,142
430-3134-534.13-00	OTHER SALARIES AND WAGES	131	4,457	4,457	4,457
430-3134-534.14-00	OVERTIME	87,227	53,500	53,500	53,500
430-3134-534.21-00	FICA TAXES	50,713	55,723	56,186	57,000
430-3134-534.22-00	RETIREMENT CONTRIBUTION	90,223	107,920	108,824	78,161
430-3134-534.23-00	EMPLOYEE GROUP INSURANCE	123,746	157,653	157,653	157,653
430-3134-534.24-00	WORKERS COMP INSURANCE	44,372	53,523	53,523	53,523
430-3134-534.25-00	UNEMPLOYMENT COMPENSATION	275	710	710	6,710
430-3134-534.26-00	OTHER POST EMPLOYMENT BENEFITS	39,561	33,981	33,981	3,000
	TOTAL PERSONAL SERVICES	1,043,316	1,133,318	1,140,733	1,101,146
430-3134-534.31-01	PROFESSIONAL SERVICE MISC.	65	5,000	5,000	1,000
430-3134-534.31-02	LEGAL	2,380	10,000	10,000	10,000
430-3134-534.31-06	MEDICAL	-	500	500	100
430-3134-534.32-00	ACCOUNTING AND AUDIT	2,600	2,750	2,750	2,750
430-3134-534.34-01	CONTRACTUAL SVCS MISC.	581	500	500	750
430-3134-534.34-08	PERSONNEL	175,974	150,775	150,775	158,312
430-3134-534.34-12	TIPPING FEES	1,001,977	924,176	924,176	988,868
430-3134-534.41-02	TELEPHONE	5,075	4,000	4,000	4,000
430-3134-534.41-03	RADIO	214	-	-	-
430-3134-534.41-05	POSTAGE	34	-	-	-
430-3134-534.44-00	RENTALS & LEASES	1,643	5,150	5,150	2,500
430-3134-534.45-00	GENERAL INSURANCE	31,650	30,311	30,311	30,311
430-3134-534.46-01	REPAIRS & MAINTENANCE MISC.	313	-	-	-
430-3134-534.46-02	REPAIRS/MAINT-EQUIPMENT	2,828	5,000	5,000	5,000
430-3134-534.46-03	REPAIRS/MAINT-VEHICLES	380,910	316,834	316,834	316,834
430-3134-534.46-05	REPAIRS/MAINT-COMPUTER SOFTWARE	-	1,000	1,000	1,000
430-3134-534.46-06	REPAIRS/MAINT-COMPUTER HARDWARE	9,114	9,114	9,114	9,114
430-3134-534.46-10	BUILDING	13,434	4,912	4,912	4,912
430-3134-534.47-01	PRINTING & BINDING MISC.	909	2,550	2,550	2,550
430-3134-534.48-01	PROMOTIONAL-ADVERTISEMENTS	79	600	600	600
430-3134-534.48-02	PROMOTIONAL ITEMS	-	1,900	1,900	1,900
430-3134-534.49-02	MANAGEMENT FEES	430,184	423,127	423,127	461,860
430-3134-534.49-05	LICENSES & TAXES	417	400	400	400
430-3134-534.49-10	BAD DEBT EXPENSE	3,934	-	-	-
430-3134-534.51-00	OFFICE SUPPLIES	222	500	500	500
430-3134-534.52-01	OPERATING SUPPLIES MISC.	194,536	198,420	299,670	208,341
430-3134-534.52-02	CHEMICALS	1,746	3,000	3,000	3,000
430-3134-534.52-03	GAS & OIL	241,145	247,707	247,707	225,000
430-3134-534.52-04	UNIFORMS AND ACCESSORIES	12,216	15,500	15,500	15,500
430-3134-534.54-01	DUES & SUBSCRIPTIONS	-	795	795	795
	TOTAL OPERATING EXPENDITURES	2,514,180	2,364,521	2,465,771	2,455,897
430-3134-534.64-00	MACHINERY & EQUIPMENT	-	478,976	478,976	562,133
	TOTAL CAPITAL OUTLAY	-	478,976	478,976	562,133

430-3134-599.99-99	CARRYFORWARD FUND BALANCE	431,575	351,313	357,655	432,480
	TOTAL OTHER USES	431,575	351,313	357,655	432,480
TOTAL SOLID WASTE OPERATING		**3,989,071**	**4,328,128**	**4,443,135**	**4,551,656**
SOLID WASTE DEPRECIATION					
430-3190-534.59-91	DEPRECIATION BUILDING	22,673	-	-	-
430-3190-534.59-92	DEPRECIATION IMPROVEMENTS	15,196	-	-	-
430-3190-534.59-93	DEPRECIATION EQUIPMENT	395,699	-	-	-
	TOTAL OPERATING EXPENDITURES	433,568	-	-	-
TOTAL SOLID WASTE DEPRECIATION		**433,568**	**-**	**-**	**-**
TOTAL SOLID WASTE OPERATING FUND		**4,422,639**	**4,328,128**	**4,443,135**	**4,551,656**

- TRAILER CITY -

CITY OF WINTER GARDEN
FY 2015/2016 BUDGET
TRAILER CITY FUND REVENUES

		2014 ACTUAL	2015 ORIGINAL BUDGET	2015 AMENDED BUDGET	2016 PROPOSED BUDGET
450-3657-362.45-00	RENTALS	229,905	227,940	227,940	227,940
	TOTAL CHARGES FOR SERVICES	229,905	227,940	227,940	227,940
450-3657-369.90-00	OTHER MISC REVENUES	200	270	270	200
450-3657-369.91-00	COIN LAUNDRY SERVICE	4,187	4,617	4,617	4,644
	TOTAL MISCELLANEOUS REVENUES	4,387	4,887	4,887	4,844
450-3657-399.99-99	USE OF FUND BALANCE	-	22,578	26,578	-
	TOTAL OTHER SOURCES	-	22,578	26,578	-
	TOTAL TRAILER CITY FUND	**234,292**	**255,405**	**259,405**	**232,784**

CITY OF WINTER GARDEN
FY 2015/2016 BUDGET
TRAILER CITY FUND EXPENDITURES

		2014 ACTUAL	2015 ORIGINAL BUDGET	2015 AMENDED BUDGET	2016 PROPOSED BUDGET
TRAILER CITY OPERATING					
450-3657-539.12-00	SALARIES REGULAR	80,402	81,073	81,073	81,073
450-3657-539.14-00	OVERTIME	105	1,000	1,000	1,000
450-3657-539.21-00	FICA TAXES	5,920	6,394	6,394	6,279
450-3657-539.22-00	RETIREMENT CONTRIBUTION	11,244	12,237	12,237	8,609
450-3657-539.23-00	EMPLOYEE GROUP INSURANCE	14,409	20,622	20,622	20,622
450-3657-539.24-00	WORKERS COMP INSURANCE	2,442	2,579	2,579	2,579
450-3657-539.25-00	UNEMPLOYMENT COMPENSATION	-	65	65	-
450-3657-539.26-00	OTHER POST EMPLOYMENT BENEFITS	4,059	3,577	3,577	2,000
	TOTAL PERSONAL SERVICES	118,581	127,547	127,547	122,162
450-3657-539.31-02	LEGAL	645	2,000	2,000	2,000
450-3657-539.32-00	ACCOUNTING AND AUDIT	1,800	2,000	2,000	2,000
450-3657-539.34-01	CONTRACTUAL SVCS MISC.	1,496	16,000	16,000	10,000
450-3657-539.34-06	JANITORIAL SERVICES	3,000	3,000	3,000	3,000
450-3657-539.41-02	TELEPHONE	1,592	1,500	1,500	1,500
450-3657-539.41-05	POSTAGE	28	100	100	100
450-3657-539.43-00	UTILITY SERVICES	5,436	7,100	7,100	7,100
450-3657-539.45-00	GENERAL INSURANCE	1,970	2,194	2,194	2,194
450-3657-539.46-02	REPAIRS/MAINT-EQUIPMENT	1,006	2,000	2,000	2,000
450-3657-539.46-03	REPAIRS/MAINT-VEHICLES	776	1,000	1,000	1,000
450-3657-539.46-06	REPAIRS/MAINT-HARDWARE	4,557	4,557	4,557	4,557
450-3657-539.46-10	REPAIRS/MAINT-BUILDING	1,386	5,000	5,000	5,000
450-3657-539.49-01	MISCELLANEOUS OTHER CHARGES	-	375	375	375
450-3657-539.49-02	MANAGEMENT FEES	10,538	10,672	10,672	12,334
450-3657-539.49-05	LICENSES & TAXES	30,896	31,140	31,140	31,140
450-3657-539.51-00	OFFICE SUPPLIES	242	500	500	500
450-3657-539.52-01	OPERATING SUPPLIES MISC.	151	2,000	2,000	2,000
450-3657-539.52-03	GASOLINE & OIL	1,069	1,600	1,600	1,600
450-3657-539.52-04	UNIFORMS & ACCESSORIES	603	675	675	675
	TOTAL OPERATING EXPENDITURES	67,191	93,413	93,413	89,075
450-3657-539.63-00	IMPROV OTHER THAN BUILDING	-	34,445	38,445	4,000
	TOTAL CAPITAL OUTLAY	-	34,445	38,445	4,000
450-3657-599.99-99	CARRYFORWARD FUND BALANCE	28,199	-	-	17,547
	TOTAL OTHER USES	28,199	-	-	17,547
TOTAL TRAILER CITY OPERATING		**213,971**	**255,405**	**259,405**	**232,784**
TRAILER CITY DEPRECIATION					
450-3690-539.59-91	DEPRECIATION BUILDING	4,539	-	-	-
450-3690-539.59-92	DEPRECIATION IMPROVEMENTS	13,486	-	-	-
450-3690-539.59-93	DEPRECIATION EQUIPMENT	2,296	-	-	-
	TOTAL OPERATING EXPENDITURES	20,321	-	-	-
TOTAL TRAILER CITY DEPRECIATION		**20,321**	**-**	**-**	**-**
TOTAL TRAILER CITY FUND		**234,292**	**255,405**	**259,405**	**232,784**

FIDUCIARY FUNDS

GENERAL EMPLOYEE PENSION FUND
—
POLICE OFFICERS' AND FIREFIGHTERS' PENSION FUND

FIDUCIARY FUNDS

Fiduciary Funds are types of funds that the government acts as a trustee or agent on behalf of another party. Following is a list of the City of Winter Garden Fiduciary Funds:

General Employee Pension Fund
Firefighter and Police Officer Pension Fund

CITY OF WINTER GARDEN
FY 2015/2016 BUDGET
GENERAL EMPLOYEE PENSION FUND REVENUES

		2014 ACTUAL	2015 ORIGINAL BUDGET	2015 AMENDED BUDGET	2016 PROPOSED BUDGET
610-0000-361.10-00	INTEREST	168,894	127,093	127,093	172,317
610-0000-361.20-00	DIVIDENDS	388,058	334,249	334,249	398,083
610-0000-361.30-00	INCREASE IN FAIR VALUE OF INVEST	1,856,455	2,003,321	2,003,321	2,040,799
610-0000-367.00-00	GAIN ON THE SALE OF INVESTMENTS	(17,515)	(9,428)	(9,428)	(19,686)
	TOTAL INTEREST AND OTHER EARNINGS	2,395,892	2,455,235	2,455,235	2,591,513
610-0000-368.00-00	EMPLOYER CONTRIBUTIONS	883,975	981,674	981,674	626,843
610-0000-368.02-00	EMPLOYEE CONTRIBUTIONS	164,063	164,600	164,600	206,081
610-0000-369.90-00	OTHER MISCELLANEOUS REVENUES	1,288	3,315	3,315	3,293
	TOTAL MISCELLANEOUS REVENUES	1,049,326	1,149,589	1,149,589	836,217
	TOTAL GENERAL EMPLOYEE PENSION FUND	**3,445,218**	**3,604,824**	**3,604,824**	**3,427,730**

CITY OF WINTER GARDEN
FY 2015/2016 BUDGET
GENERAL EMPLOYEE PENSION FUND EXPENDITURES

		2014 ACTUAL	2015 ORIGINAL BUDGET	2015 AMENDED BUDGET	2016 PROPOSED BUDGET
610-0000-513.31-01	PROF SVCS MISC.	12,980	14,184	14,184	18,340
610-0000-513.31-02	LEGAL	5,891	6,749	6,749	12,319
610-0000-513.31-03	INVESTMENT COUNSEL	118,603	108,371	108,371	118,015
610-0000-513.34-01	CONTRACT SVCS MISC	19,150	10,819	10,819	18,919
610-0000-513.40-00	TRAVEL AND PER DIEM	-	200	200	-
610-0000-513.45-00	INSURANCE	5,583	5,007	5,007	5,529
610-0000-513.49-06	RETIREMENT CONTRB REFUNDED	3,335	6,370	6,370	15,702
610-0000-513.54-01	DUES AND SUBSCRIPTIONS	-	100	100	-
610-0000-513.54-02	SEMINARS AND COURSES	-	200	200	-
610-0000-518.36-00	PENSION BENEFITS	1,280,796	1,026,307	1,026,307	1,074,681
	TOTAL OPERATING EXPENDITURES	1,446,338	1,178,307	1,178,307	1,263,506
610-0000-599.99-99	CARRYFORWARD FUND BALANCE	1,998,880	2,426,517	2,426,517	2,164,224
	TOTAL OTHER USES	1,998,880	2,426,517	2,426,517	2,164,224
TOTAL GENERAL EMPLOYEE PENSION FUND		**3,445,218**	**3,604,824**	**3,604,824**	**3,427,730**

CITY OF WINTER GARDEN
FY 2015/2016 BUDGET
FIREFIGHTER'S AND POLICE OFFICER'S PENSION FUND REVENUES

		2014 ACTUAL	2015 ORIGINAL BUDGET	2015 AMENDED BUDGET	2016 PROPOSED BUDGET
620-0000-312.51-00	FIRE INSURANCE PREMIUM	217,338	233,806	233,806	217,287
620-0000-312.52-00	CASUALTY INS PREMIUM TAX	231,707	222,578	222,578	225,447
	TOTAL INTERGOVERNMENTAL	449,045	456,384	456,384	442,734
620-0000-361.10-00	INTEREST	215,000	185,696	185,696	189,283
620-0000-361.20-00	DIVIDENDS	435,218	357,584	357,584	581,235
620-0000-361.30-00	INCR ON FV OF INV	2,672,985	2,087,756	2,087,756	2,741,211
620-0000-367.00-00	GAIN ON SALE OF INVESTMENTS	(700,084)	53,425	53,425	(44,095)
	TOTAL INTEREST AND OTHER EARNINGS	2,623,119	2,684,461	2,684,461	3,467,634
620-0000-368.01-00	EMPLOYER CONTRIBUTIONS	992,159	1,007,863	1,007,863	1,001,681
620-0000-368.02-00	EMPLOYEE CONTRIBUTIONS	247,075	245,575	245,575	250,519
620-0000-369.90-00	OTHER	685	1,937	1,937	1,937
	TOTAL MISCELLANEOUS REVENUES	1,239,919	1,255,375	1,255,375	1,254,137
	TOTAL FIREFIGHTER'S AND POLICE OFFICER'S PENSION FUND	**4,312,083**	**4,396,220**	**4,396,220**	**5,164,505**

CITY OF WINTER GARDEN
FY 2015/2016 BUDGET
FIREFIGHTER'S AND POLICE OFFICER'S PENSION FUND EXPENDITURES

		2014 ACTUAL	2015 ORIGINAL BUDGET	2015 AMENDED BUDGET	2016 PROPOSED BUDGET
620-0000-513.31-01	ACTUARIAL SERVICE	28,186	14,046	14,046	25,000
620-0000-513.31-02	LEGAL	6,035	17,271	17,271	10,000
620-0000-513.31-03	INVESTMENT COUNSEL	98,697	113,291	113,291	62,000
620-0000-513.34-01	CONTRACT SVCS MISC	29,302	31,966	31,966	10,000
620-0000-513.40-00	TRAVEL AND PER DIEM	81	85	85	-
620-0000-513.45-00	GENERAL INSURANCE	-	5,121	5,121	5,000
620-0000-513.49-06	RTRMT CONTRB REFUNDED	15,873	9,401	9,401	-
620-0000-513.51-00	OFFICE SUPPLIES	-	158	158	-
620-0000-513.52-01	MISCELLANEOUS OPERATING	-	-	-	10,000
620-0000-513.54-01	DUES AND SUBSCRIPTIONS	600	-	-	1,000
620-0000-513.54-02	SEMINARS AND COURSES	500	-	-	10,000
620-0000-518.36-00	PENSION BENEFITS	1,305,495	1,178,553	1,178,553	1,207,588
	TOTAL OPERATING EXPENDITURES	1,484,769	1,369,892	1,369,892	1,340,588
620-0000-599.99-99	CARRYFORWARD FUND BALANCE	2,828,414	3,026,328	3,026,328	3,823,917
	TOTAL OTHER USES	2,828,414	3,026,328	3,026,328	3,823,917
	TOTAL FIREFIGHTER'S & POLICE OFFICER'S PENSION FUND	**4,313,183**	**4,396,220**	**4,396,220**	**5,164,505**

CAPITAL PROJECTS FUND, CAPITAL IMPROVEMENTS AND DEBT

CAPITAL PROJECTS FUND

—

CAPITAL EXPENDITURES

—

FIVE-YEAR CAPITAL IMPROVEMENT PLAN

—

DEBT OUTSTANDING

CAPITAL PROJECTS FUNDS

Capital Projects Funds are funds used to account for financial resources to be used for the acquisition or construction of major capital facilities. The City has one Capital Projects Fund:

The Capital Projects Fund – Downtown Parking Garage

CITY OF WINTER GARDEN
FY 2015/2016 BUDGET
CAPITAL PROJECTS FUND - DOWNTOWN PARKING GARAGE REVENUES

		2014 ACTUAL	2015 ORIGINAL BUDGET	2015 AMENDED BUDGET	2016 PROPOSED BUDGET
334-0213-381.00-00	INTER-FUND TRANSFER IN - 174	-	-	-	1,510,953
334-0213-381.02-00	INTER-FUND TRANSFER IN - 001	-	-	25,000	10,500
334-0213-381.06-00	INTER-FUND TRANSFER IN - 110	-	-	150,000	45,080
334-0213-381.12-00	INTER-FUND TRANSFER IN -120	-	-	-	1,390,000
334-0213-384.00-00	DEBT PROCEEDS	-	-	-	6,000,000
334-0213-399.99-99	USE OF FUND BALANCE	-	-	-	-
	TOTAL OTHER SOURCES	-	-	175,000	8,956,533
TOTAL DOWNTOWN PARKING GARAGE FUND		**-**	**-**	**175,000**	**8,956,533**

CITY OF WINTER GARDEN
FY 2015/2016 BUDGET
CAPITAL PROJECTS FUND - DOWNTOWN PARKING GARAGE EXPENDITURES

		2014 ACTUAL	2015 ORIGINAL BUDGET	2015 AMENDED BUDGET	2016 PROPOSED BUDGET
334-0213-552.31-01	PROFESSIONAL SERVICES MISC	-	-	126,265	125,000
334-0213-552.31-04	ENGINEERING SERVICES	-	-	41,719	41,719
334-0213-552.34-01	OTHER CONTRACTUAL SERVICES MISC	-	-	-	10,000
	TOTAL OPERATING EXPENSE	-	-	167,984	176,719
334-0213-552.62-00	BUILDING	-	-	7,016	8,105,953
334-0213-552.63-00	IMPROVEMENT OTHER THAN BLDG	-	-	-	-
	TOTAL CAPITAL	-	-	7,016	8,105,953
334-0213-552.71-00	PRINCIPAL	-	-	-	352,261
334-0213-552.72-00	INTEREST	-	-	-	321,600
	TOTAL DEBT SERVICE	-	-	-	673,861
334-0213-599.99-99	TRANSFER TO FUND BALANCE	-	-	-	-
	TOTAL DOWNTOWN PARKING GARAGE FUND	**-**	**-**	**175,000**	**8,956,533**

WINTER GARDEN

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FY 2015/16 BUDGET
PROPOSED CAPITAL EXPENDITURES

		CATEGORY			
		BUILDING 62	IMPROVEMENTS OTHER THAN BUILDING 63	CAPITAL EQUIPMENT 64	**TOTAL CAPITAL**
GENERAL FUND					
Building	Replacement Computers (6)	-	-	6,000	
	Vehicles (6)	-	-	122,455	
	Data Storage	60,000	-	-	
IT	City Hall & Police Firewalls	-	65,000	-	
Police - Sworn	Generator *	40,000	-	-	
	Laptop Replacements (15)	-	-	47,400	
	Replacement Marked Vehicles (1)	-	-	34,706	
	Replacement Unmarked Vehicles (2)	-	-	58,000	
Fire	Station 22 - Bay door paint	12,000	-	-	
	Station 22 - Exterior paint	16,000	-	-	
	Station 24 - Bay Door Replacement	23,000	-	-	
	Station 24 - Bunker gear enclosure	13,000	-	-	
	Battalion Chief ER Vehicle	-	-	50,851	
	Sparky Dog Costume	-	-	1,430	
	LifePak 15 CO Detection Program	-	-	4,671	
	Lifepak AED kits (4)	-	-	5,920	
	Thermal imaging camera (T22)	-	-	10,169	
	Motorola radios (5)	-	-	24,061	
	Station alerting systems (3)	-	-	83,595	
Cemetery	Kubota Tractor	-	-	24,149	
Streets	Dillard St Improv - SR 50 to Dillard (design only)	-	150,000	-	
	Trail Enhancement (Oval)	-	400,000	-	
	Kubota Mower	-	-	11,650	
Facilities Maintenance	Theatre - Exterior Paint	2,000	-	-	
	Downtown Street Light Retrofit	61,000	-	-	
Fleet Maintenance	Hydraulic press	-	-	1,300	
	Vertical band saw	-	-	1,500	
	Lift relocation	-	-	2,500	
	Diesel exhaust fluid distributor	-	-	10,500	
Parks	Restroom Trailer	-	40,359	-	
	Braddock Park Field Renovation	-	50,000	-	
	Tucker Ranch Heritage Park **	-	550,000	-	
	Tucker Ranch Farm ***	-	225,000	-	
	Auger	-	-	1,079	
	Pesticide Sprayer	-	-	4,190	
	Sod Cutter	-	-	4,264	
	Field Groomer	-	-	8,508	
	Top Dresser	-	-	12,229	
	Aerator	-	-	13,581	
	Landscape Cart	-	-	19,488	
TOTAL - GENERAL FUND		**227,000**	**1,480,359**	**564,196**	**2,271,555**

***** Set aside for future capital acquisition in 3 years
** Includes addition of utilities to service bathrooms; completion of road entry; survey trail routes; canoe/kayak launch access
*** Dependent upon receiving matching grant

FY 2015/16 BUDGET
PROPOSED CAPITAL EXPENDITURES

		CATEGORY			
		BUILDING 62	IMPROVEMENTS OTHER THAN BUILDING 63	CAPITAL EQUIPMENT 64	**TOTAL CAPITAL**
LOCAL OPTION GAS TAX FUND					
	Downtown Brick Pavers	-	30,000	-	
	Midget Pl - Surprise to Palm	-	47,300	-	
	N. Main Street - Plant to Newell	-	22,250	-	
	S. Highland - Smith to Maple	-	21,163	-	
	S. Highland - Smith to Tremaine	-	21,163	-	
	Palm Dr - Regal to Division	-	94,600	-	
	Park Ave Stormwater Rehabilitation	-	36,000	-	
	Pavement Striping	-	50,000	-	
	Stoneybrook Street Resurfacing	-	700,000	-	
TOTAL - LOCAL OPTION GAS TAX FUND		**-**	**1,022,476**	**-**	**1,022,476**

GENERAL IMPACT FEE FUND					
Police	Station Remodel	99,800	-	-	
	Cars and equipment for new Police employees	-	307,048	-	
Roads	E. Crown Point (Plant to Crown Pt Cross Rd) (Design Only)	-	178,434	-	
TOTAL - GENERAL IMPACT FEE FUND		**99,800**	**485,482**	**-**	**585,282**

FY 2015/16 BUDGET
PROPOSED CAPITAL EXPENDITURES

		CATEGORY			
		BUILDING 62	IMPROVEMENTS OTHER THAN BUILDING 63	CAPITAL EQUIPMENT 64	**TOTAL CAPITAL**
UTILITIES FUND					
Water	Palmetto Water Tank Painting	150,000	-	-	
Wastewater	WWTP Aeration Upgrade - 40 Train	-	300,000	-	
	WWTP Disc Filter	-	759,750	-	
	Utilities - JD Gator			11,000	
Distribution	Meter Read Antenna/Tower (2)	-	70,000	-	
	Southwest Reuse Expansion Phase III	-	1,400,000	-	
	Stoneybrook West Reuse Backflows	-	126,375	-	
	Utilities - Dewatering pumps (5)			9,286	
	Utilities - Utility locator			4,500	
	Utilities - Cut off saws (2)			2,600	
Collection	Portable Generator	-	58,043	-	
	Crane Truck Chassis	-	60,189	-	
	Utilities - Flygt pumps 5 HP (3)			16,026	
	Utilities - Flygt pump 15 HP			13,979	
	Utilities - Flygt pump 20 HP			14,979	
TOTAL - UTILITIES FUND		**150,000**	**2,774,357**	**72,370**	**2,996,727**

UTILITIES IMPACT FEE FUND					
Distribution	Midget Pl - Surprise to Palm	-	8,700	-	
	N. Main Street - Plant to Newell	-	3,000	-	
	S. Highland - Smith to Maple	-	4,250	-	
	S. Highland - Smith to Tremaine	-	4,500	-	
Collection	Palm Dr - Regal to Division	-	20,100	-	
TOTAL - UTILITIES IMPACT FEE FUND		**-**	**40,550**	**-**	**40,550**

FY 2015/16 BUDGET
PROPOSED CAPITAL EXPENDITURES

		CATEGORY			
		BUILDING 62	IMPROVEMENTS OTHER THAN BUILDING 63	CAPITAL EQUIPMENT 64	**TOTAL CAPITAL**
UTILITIES RENEWAL & REPLACEMENT FUND					
Distribution	2" Water Main Upgrades	-	200,000	-	
	Dillard St Improvements - SR 50 to Plant St	-	350,000	-	
	E. Crown Point (Plant to Crown Pt Cross Rd)		2,250		
Collection	Dillard St Improvements - SR 50 to Plant St	-	350,000	-	
	Gravity Sewer Rehabilitation	-	200,000	-	
	Lift Station #41 Upgrades	-	198,750	-	
	Midget Pl - Surprise to Palm	-	12,200	-	
	N. Main Street - Plant to Newell	-	6,100	-	
	Palm Dr - Regal to Division	-	22,800	-	
	S. Highland - Smith to Maple	-	4,460	-	
	S. Highland - Smith to Tremaine	-	4,500	-	
	E. Crown Point (Plant to Crown Pt Cross Rd)	-	2,250		
TOTAL - UTILITIES RENEWAL & REPLACEMENT FUND		**-**	**1,353,310**	**-**	**1,353,310**
STORMWATER FUND					
	Dillard St Improvements - SR 50 to Plant St	-	500,000	-	
	Downtown Stormwater Design	-	50,000	-	
	S. Highland - Smith to Maple	-	10,300	-	
	S. Highland - Smith to Tremaine	-	10,300	-	
	N. Main Street - Plant to Newell	-	3,400	-	
	Midget Pl - Surprise to Palm	-	10,750	-	
	Palm Dr - Regal to Division	-	18,600	-	
	Park Ave Stormwater Rehabilitation	-	40,000	-	
	Stormwater R&R Improvements	-	30,000	-	
TOTAL - STORMWATER FUND		**-**	**673,350**	**-**	**673,350**
SOLID WASTE FUND					
	Automated Side-load Truck (2)	-	-	546,994	
	Flat bed/lift additions to utility truck	-	-	15,139	
TOTAL - SOLID WASTE FUND		**-**	**-**	**562,133**	**562,133**
TRAILER CITY FUND					
	Upgrade City Owned Lot 15 Camellia Dr.	-	4,000	-	
TOTAL - TRAILER CITY FUND		**-**	**4,000**	**-**	**4,000**
TOTAL PROPOSED CAPITAL EXPENDITURES		**476,800**	**7,833,884**	**1,198,699**	**9,509,383**

CITY OF WINTER GARDEN
FY 2015/2016 BUDGET
RECOMMENDED MAJOR CAPITAL EXPENDITURES

PROJECT NAME	SOURCE FUND		2016	2017	2018	2019	2020	Totals
Firewalls - City Hall and Police Dept	GF	INFO SYS	65,000	-	-	-	-	65,000
Data Storage Device	GF	BUILDING	60,000	-	-	-	-	60,000
Station Generator	GF	POLICE	40,000	40,000	40,000	-	-	120,000
Fire Station 24 - Bay Door Replacement	GF	FIRE	23,000	-	-	-	-	23,000
Battalion Chief Emergency Response Vehicle	GF	FIRE	50,851	-	-	-	-	50,851
Fire Station 23 - Hennis Rd	GF	FIRE	-	150,000	1,200,000	-	-	1,350,000
Fire Engine - Station 24 (Palmetto)	GF	FIRE	-	599,820	-	-	-	599,820
Dillard St Improvements - SR 50 to Plant St	GF	STREETS	150,000	1,050,000	-	-	-	1,200,000
Trail Enhancement (Oval)	GF	STREETS	400,000	-	-	-	-	400,000
Downtown Street Light Retrofit	GF	FACILITIES	61,000	-	-	-	-	61,000
Restroom Trailer	GF	PARKS AND LAND	40,359	-	-	-	-	40,359
Braddock Park Field Renovation	GF	PARKS AND LAND	50,000	-	-	-	-	50,000
Tucker Ranch Farm	GF	PARKS AND LAND	225,000	-	-	-	-	225,000
Tucker Ranch Heritage Park	GF	PARKS AND LAND	550,000	250,000	1,000,000	-	-	1,800,000
General Fund Total			**1,715,210**	**2,089,820**	**2,240,000**	**-**	**-**	**6,045,030**
Dillard St Improvements - SR 50 to Plant St	CRA	CRA	400,000	-	-	-	-	400,000
CRA Fund Total			**400,000**	**-**	**-**	**-**	**-**	**400,000**
Fire Station - Southwest	GIF	FIRE	-	2,000,000	-	-	-	2,000,000
Fire Engine - Southwest Station	GIF	FIRE	-	460,000	-	-	-	460,000
Police Station Remodel	GF	POLICE	99,800	-	-	-	-	99,800
E Crown Pt Rd - Plant St to Crown Pt Cross	GIF	STREETS	178,434	1,189,560	-	-	-	1,367,994
Marsh Rd (545 to Hickory Hammock)	GIF	STREETS	-	1,000,000	3,250,000	-	-	4,250,000
General Impact Fee Fund Total			**278,234**	**4,649,560**	**3,250,000**	**-**	**-**	**8,177,794**
Downtown Brick Pavers	LOGT	STREETS	30,000	30,000	30,000	30,000	-	120,000
Midget Pl - Surprise to Palm	LOGT	STREETS	47,300	236,400	-	-	-	283,700
N. Main Street - Plant to Newell	LOGT	STREETS	22,250	148,250	-	-	-	170,500
S. Highland - Smith to Maple	LOGT	STREETS	21,163	141,100	-	-	-	162,263
S. Highland - Smith to Tremaine	LOGT	STREETS	21,163	141,100	-	-	-	162,263
Palm Dr - Regal to Division	LOGT	STREETS	94,600	473,000	-	-	-	567,600
Park Ave Stormwater Rehabilitation	LOGT	STREETS	36,000	-	-	-	-	36,000
Pavement Striping	LOGT	STREETS	50,000	50,000	50,000	50,000	50,000	250,000
Stoneybrook Street Resurfacing	LOGT	STREETS	700,000	-	-	-	-	700,000
Local Option Gas Tax Total			**1,022,476**	**1,219,850**	**80,000**	**80,000**	**50,000**	**2,452,326**

CITY OF WINTER GARDEN
FY 2015/2016 BUDGET
RECOMMENDED MAJOR CAPITAL EXPENDITURES

PROJECT NAME	SOURCE FUND		2016	2017	2018	2019	2020	Totals
Dillard St Improvements - SR 50 to Plant St	S	STORMWATER	500,000	-	-	-	-	500,000
Downtown Stormwater Design	S	STORMWATER	50,000	-	-	-	-	50,000
S. Highland - Smith to Maple	S	STORMWATER	10,300	69,000	-	-	-	79,300
S. Highland - Smith to Tremaine	S	STORMWATER	10,300	69,000	-	-	-	79,300
N. Main Street - Plant to Newell	S	STORMWATER	3,400	22,850	-	-	-	26,250
Midget Pl - Surprise to Palm	S	STORMWATER	10,750	53,700	-	-	-	64,450
Palm Dr - Regal to Division	S	STORMWATER	18,600	92,900	-	-	-	111,500
Park Ave Stormwater Rehabilitation	S	STORMWATER	40,000	-	-	-	-	40,000
Stormwater R&R Improvements	S	STORMWATER	30,000	30,000	30,000	30,000	-	120,000
Orange Cove Drainage and Underdrain	S	STORMWATER	-	205,750	-	-	-	205,750
Stormwater Pollution Control Boxes	S	STORMWATER	-	74,500	225,500	-	-	300,000
Lulu Creek	S	STORMWATER	-	-	1,500,000		-	1,500,000
Stormwater Line Upgrade - E Plant/9th St	S	STORMWATER	-	-	-	1,500,000	-	1,500,000
Stormwater Total			**673,350**	**617,700**	**1,755,500**	**1,530,000**	**-**	**4,576,550**
Automated Side-Load Trucks	SW	SOLID WASTE	546,994	-	-	-	-	546,994
Solid Waste Total			**546,994**	**-**	**-**	**-**	**-**	**546,994**
Palmetto Water Tank Painting	U-W	WATER	150,000	-	-	-	-	150,000
Marsh Rd Potable and Reuse Water Tanks	U-W	WATER	-	4,400,000	-	-	-	4,400,000
Meter Read Antenna/Tower (2)	U-W	DISTRIBUTION	70,000	-	-	-	-	70,000
Southwest Reuse Expansion Phase III	U-W	DISTRIBUTION	1,400,000	-	-	-	-	1,400,000
Stoneybrook West Reuse Backflows	U-W	DISTRIBUTION	126,375	-	-	-	-	126,375
Wintermere Harbour Reuse Main Ext. & Retro	U-W	DISTRIBUTION	-	-	324,000	-	-	324,000
Wintermere Pt. Reuse Main Ext. & Retrofit	U-W	DISTRIBUTION	-	-	1,224,000	-	-	1,224,000
Maple St Reuse Water Main Extension	U-W	DISTRIBUTION	-	-	-	1,300,000	-	1,300,000
Fullers Potable Well #7	U-W	DISTRIBUTION	-	-	-	90,000	1,200,000	1,290,000
Portable Generator	U-WW	COLLECTION	58,043	-	-	-	-	58,043
Crane Truck Chassis	U-WW	COLLECTION	60,189	-	-	-	-	60,189
WWTP Aeration Upgrade - 40 Train	U-WW	WASTEWATER	300,000	-	-	-	-	300,000
WWTP Disc Filter	U-WW	WASTEWATER	759,750	-	-	-	-	759,750
WWTP Equalization Basin Cover	U-W	WASTEWATER	-	-	100,000	1,000,000	-	1,100,000
Utilities Total			**2,924,357**	**4,400,000**	**1,648,000**	**2,390,000**	**1,200,000**	**12,562,357**

CITY OF WINTER GARDEN
FY 2015/2016 BUDGET
RECOMMENDED MAJOR CAPITAL EXPENDITURES

PROJECT NAME	SOURCE FUND		2016	2017	2018	2019	2020	Totals
Midget Pl - Surprise to Palm	UIF-W	DISTRIBUTION	8,700	43,400	-	-	-	52,100
N. Main Street - Plant to Newell	UIF-W	DISTRIBUTION	3,000	19,750	-	-	-	22,750
S. Highland - Smith to Maple	UIF-W	DISTRIBUTION	4,250	28,175	-	-	-	32,425
S. Highland - Smith to Tremaine	UIF-W	DISTRIBUTION	4,500	28,175	-	-	-	32,675
Windward Cay Reuse Main Ext. & Retrofit	UIF-W	DISTRIBUTION	-	288,000	-	-	-	288,000
Westfield Retrofit Phases 1 & 2	UIF-W	DISTRIBUTION	-	-	500,000	500,000	-	1,000,000
Palm Dr - Regal to Division	U-WW	COLLECTION	20,100	100,650	-	-	-	120,750
Crest Avenue WWTP Expansion	UIF-WW	WASTEWATER	-	-	300,000	2,200,000	-	2,500,000
Reclaimed Water PH 3	UIF-WW	WASTEWATER	-	-	200,000	2,700,000	-	2,900,000
Dreyfus Flow Improvements	UIF-WW	WASTEWATER	-	-	-	1,200,000	-	1,200,000
Utility Impact Fee Total			**40,550**	**508,150**	**1,000,000**	**6,600,000**	**-**	**8,148,700**
2" Water Main Upgrades	URR-W	DISTRIBUTION	200,000	200,000	200,000	200,000	-	800,000
Dillard St Improvements - SR 50 to Plant St	URR-W	DISTRIBUTION	350,000	-	-	-	-	350,000
E Crown Pt Rd - Plant St to Crown Pt Cross	URR-W	DISTRIBUTION	2,250	15,000	-	-	-	17,250
E Crown Pt Rd - Plant St to Crown Pt Cross	URR-WW	COLLECTION	2,250	15,000	-	-	-	17,250
Dillard St Improvements - SR 50 to Plant St	URR-WW	COLLECTION	350,000	-	-	-	-	350,000
Gravity Sewer Rehabilitation	URR-WW	COLLECTION	200,000	200,000	200,000	200,000	-	800,000
Lift Station #41 Upgrades	URR-WW	COLLECTION	198,750	-	-	-	-	198,750
Midget Pl - Surprise to Palm	URR-WW	COLLECTION	12,200	61,000	-	-	-	73,200
N. Main Street - Plant to Newell	URR-WW	COLLECTION	6,100	40,650	-	-	-	46,750
Palm Dr - Regal to Division	URR-WW	COLLECTION	22,800	114,100	-	-	-	136,900
S. Highland - Smith to Maple	URR-WW	COLLECTION	4,460	29,750	-	-	-	34,210
S. Highland - Smith to Tremaine	URR-WW	COLLECTION	4,500	29,750	-	-	-	34,250
Utility Renewal and Replacement Total			**1,353,310**	**705,250**	**400,000**	**400,000**	**-**	**2,858,560**
Total			**8,954,481**	**14,190,330**	**10,373,500**	**11,000,000**	**1,250,000**	**45,768,311**

CITY OF WINTER GARDEN, FLORIDA
DEBT INFORMATION

Summary of Debt Outstanding

Note: Neither the City of Winter Garden Charter or Code of Ordinances nor the Florida Statutes limit the amount of debt the City of Winter Garden can issue.

Debt Outstanding—Governmental Fund Types:	Amount Expected at October 1, 2015
Sales Tax Revenue Bonds, Series 2006 $12,025,000; principal due in annual installments of $280,000 to $690,000 through October 1, 2036; interest due in semi-annual installments of $15,525 to $222,019 through October 1, 2036; interest varies between 4.0% to 4.5% depending on maturity	9,810,000
Total Outstanding—Governmental Fund Types	$9,810,000

Debt Outstanding—Proprietary Fund Types	Amount Expected at October 1, 2015
2001 State Revolving Fund Loan $1,097,149; due in semi-annual principal and interest installments of $37,525 through July 15, 2024; Interest at 3.330%	$ 579,510
2003 State Revolving Fund Loan $10,810,898; due in semi-annual principal and interest installments of $366,572 through July 15, 2024; Interest at 2.820%	5,791,741
2004 State Revolving Fund Loan $2,066,219; due in semi-annual principal and interest installments of $67,727 through May 15, 2024; Interest at 2.670%	1,077,318
Total Outstanding—Proprietary Fund Types	$7,448,569

CITY OF WINTER GARDEN, FLORIDA
DEBT INFORMATION

Annual Requirements to Amortize Long-Term Debt by Fund

DEBT OUTSTANDING—GOVERNMENTAL FUND TYPES:

General Fund

Debt service requirements of the Sales Tax Bonds, Series 2006 are as follows:

Fiscal Year Ending	Principal	Interest	Total
2016	$ 300,000	$ 415,238	$ 715,238
2017	315,000	402,938	717,938
2018-2036	9,195,000	4,326,669	13,521,669
	$9,810,000	$5,144,845	$14,954,845

Community Redevelopment Agency Fund

Debt service requirements of the Community Redevelopment Revenue Note, Series 2001 are the greater of (1) $325,000 or (2) $325,000 plus half of the prior year Community Redevelopment Agency Tax Increment Revenues in excess of $375,000.

CITY OF WINTER GARDEN, FLORIDA
DEBT INFORMATION

DEBT OUTSTANDING—PROPRIETARY FUND TYPES:

Utility Fund

Debt service requirements of the 2001 State Revolving Fund Loan are as follows:

Fiscal Year Ending	Principal	Interest	Total
2016	$ 56,217	$ 18,834	$ 75,051
2017	58,105	16,946	75,051
2018-2024	465,188	60,167	525,355
	$579,510	$95,947	$675,457

Debt service requirements of the 2003 State Revolving Fund Loan are as follows:

Fiscal Year Ending	Principal	Interest	Total
2016	$ 573,833	$ 159,310	$ 733,143
2017	590,130	143,014	733,144
2018-2024	4,627,778	504,224	5,132,002
	$5,791,741	$806,548	$6,598,289

Debt service requirements of the 2004 State Revolving Fund Loan are as follows:

Fiscal Year Ending	Principal	Interest	Total
2016	$ 107,401	$ 28,052	$ 135,453
2017	110,288	25,166	135,454
2018-2024	859,630	88,542	948,172
	$1,077,319	$141,760	$1,219,079

SUPPLEMENTAL INFORMATION

PERSONNEL AUTHORIZATIONS

—

FULL TIME EQUIVALENT EMPLOYEES PER THOUSAND

—

GENERAL FUND UNRESERVED FUND BALANCE HISTORY

—

AD VALOREM REVENUE HISTORICAL COMPARISON

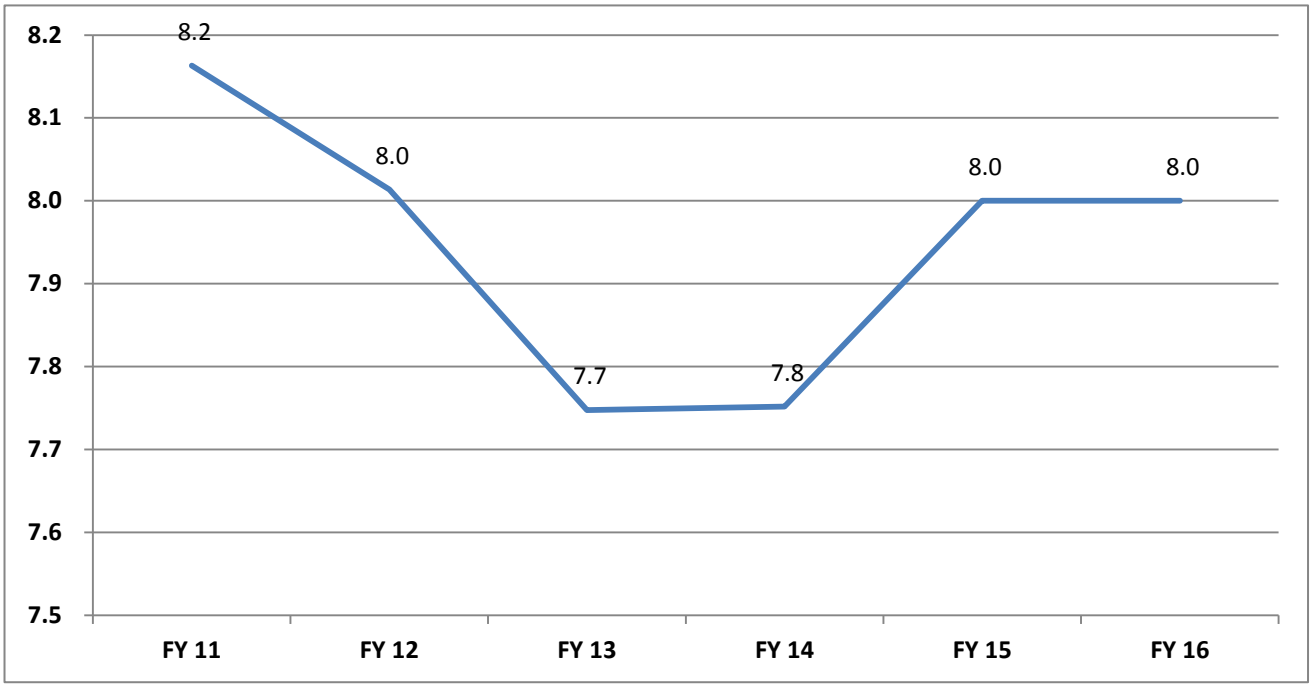
—

TAXABLE VALUE AND MILLAGE HISTORICAL COMPARISON

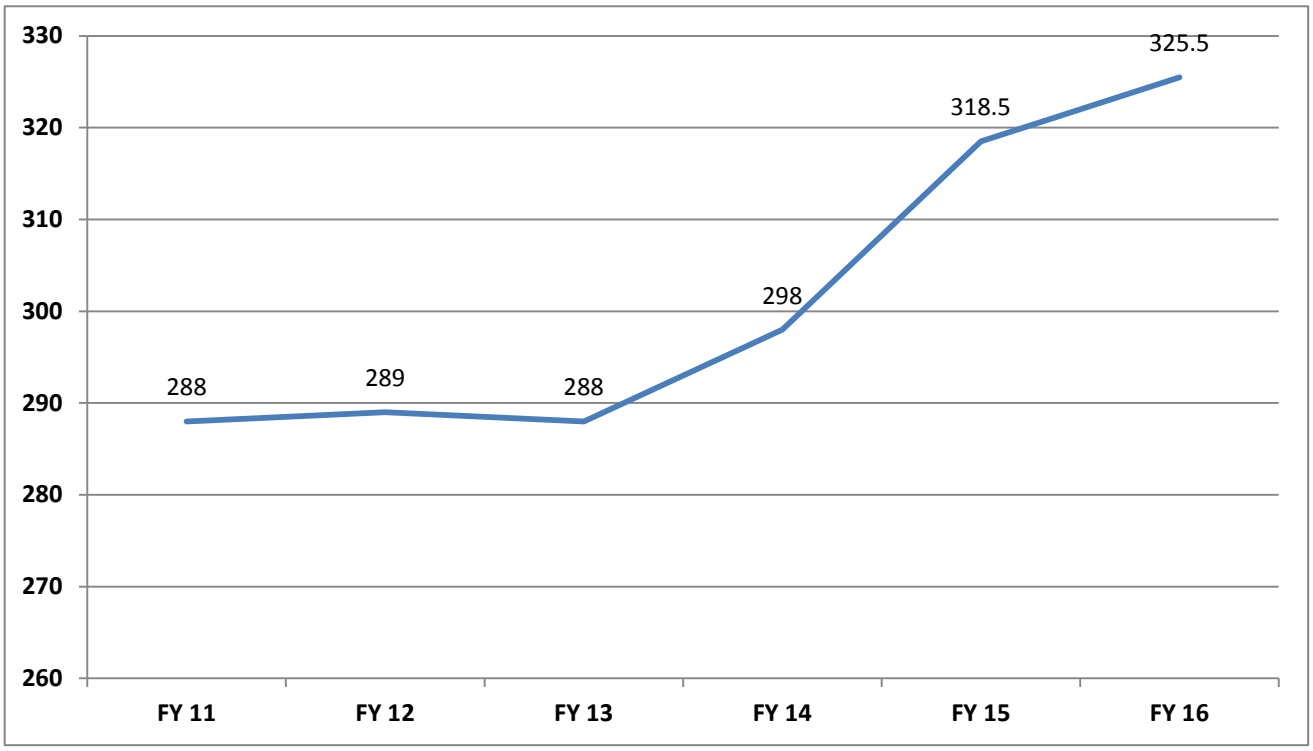
CITY OF WINTER GARDEN
Proposed FULL TIME EQUIVALENT FISCAL YEAR 2015-2016

DEPARTMENT	FY11-12	FY12-13	FY13-14	FY14-15	Amended FY14-15	**Proposed FY15-16**
GENERAL GOVERNMENT						
City Commission	5	5	5	5	5	**5**
Executive	7	5.5	5.5	5.5	5.5	**5.5**
Economic Development	1	1	1	1	1	**1**
City Clerk	3	3	3	3	3	**3**
Finance	11	11	10	10	10	**10**
Information Systems	5	5	5	5	5	**5**
ADMINISTRATIVE SERVICES						
Human Resources	3	4	4	4	4	**4**
Human Resources part-time	0.5	0	0	0	0	**0**
Facilities Management	5	6	6	6	6	**6**
Fleet Management	6	6	6	6	6	**7**
TOTAL GENERAL GOVERNMENT	**46.5**	**46.5**	**45.5**	**45.5**	**45.5**	**46.5**
PUBLIC SAFETY						
Police - sworn	71	71	75	79	79	**83**
Police - non-sworn	17	17	17	20	29	**30**
Police - non-sworn part-time	6	6	6	8	8	**8**
Fire	46	46	45	45	45	**45**
TOTAL PUBLIC SAFETY	**140**	**140**	**143**	**152**	**161**	**166**
COMMUNITY DEVELOPMENT						
Building - Inspection	4	4	6	6	7	**7**
Building - Code Enforcement	2	2	2	2	2	**2**
Planning - Administration	4	4	4	4	4	**4**
Building - Administration	6	6	6	6	6	**7**
TOTAL COMMUNITY DEVELOPMENT	**16**	**16**	**18**	**18**	**19**	**20**
PUBLIC SERVICES						
Administration	4	5	4	4	4	**4**
Streets	3	3	3	3	3	**3**
Cemetery	1	1	1	1	1	**1**
Sanitation	19	19	19	19	19	**19**
Stormwater	2	2	2	2	2	**2**
Environmental Services	3	3	3	3	3	**3**
Water	5	5	5	5	5	**5**
Wastewater	7	7	7	7	7	**7**
Distribution	9	9	12	12	12	**12**
Collection	12	12	15	15	15	**15**
TOTAL PUBLIC WORKS AND UTILITIES	**65**	**66**	**71**	**71**	**71**	**71**
ENGINEERING	**5**	**4**	**5**	**5**	**5**	**5**
PARKS and RECREATION						
Recreation	8	8	8	7	7	**8**
Recreation - part-time FTE	0.5	0.5	0.5	0.5	1	**0**
Parks	11	10	10	12	12	**12**
TOTAL PARKS/RECREATION	**19.5**	**18.5**	**18.5**	**19.5**	**20**	**20**
TOTAL PUBLIC SERVICES	**88.5**	**88.5**	**88.5**	**95.5**	**96**	**96**
TRAILER CITY	**2**	**2**	**2**	**2**	**2**	**2**
TOTALS (less Commission)	**289**	**288**	**298**	**308**	**318.5**	**325.5**

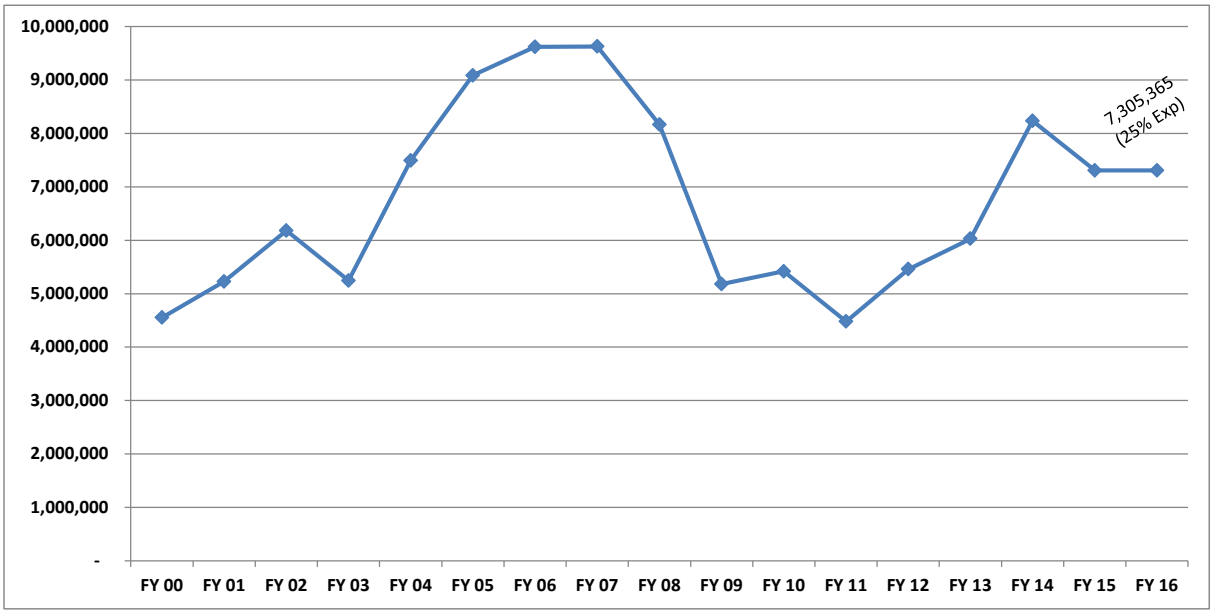
CITY OF WINTER GARDEN
FY 2015/2016 BUDGET
FULL-TIME EQUIVALENT EMPLOYEES PER 1,000 POPULATION

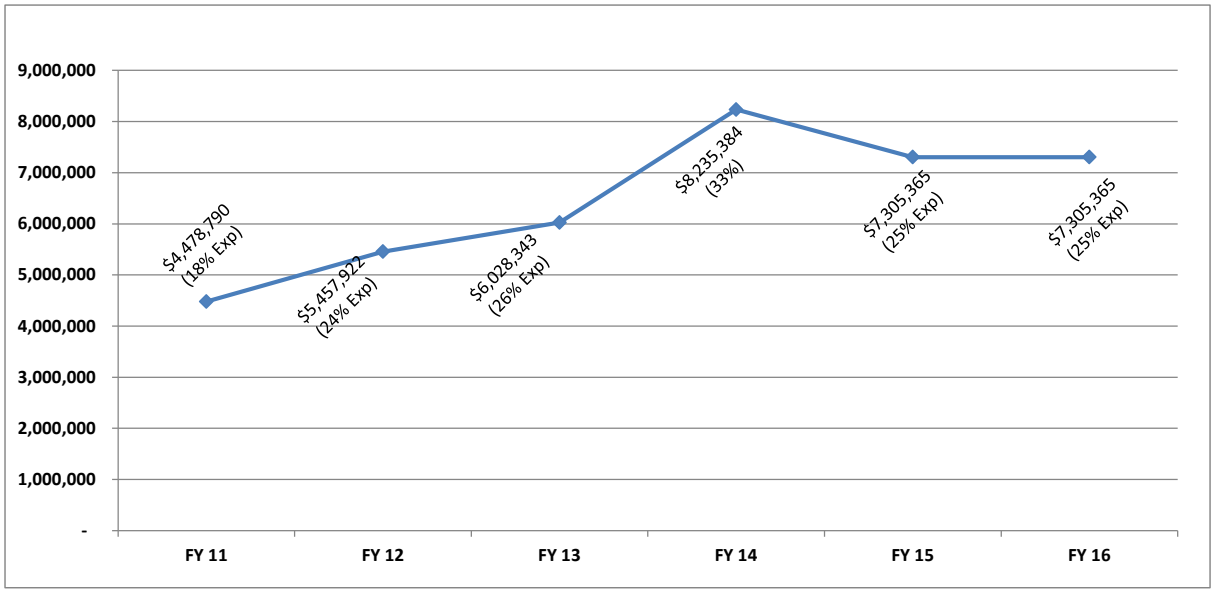


FULL-TIME EQUIVALENT EMPLOYEES



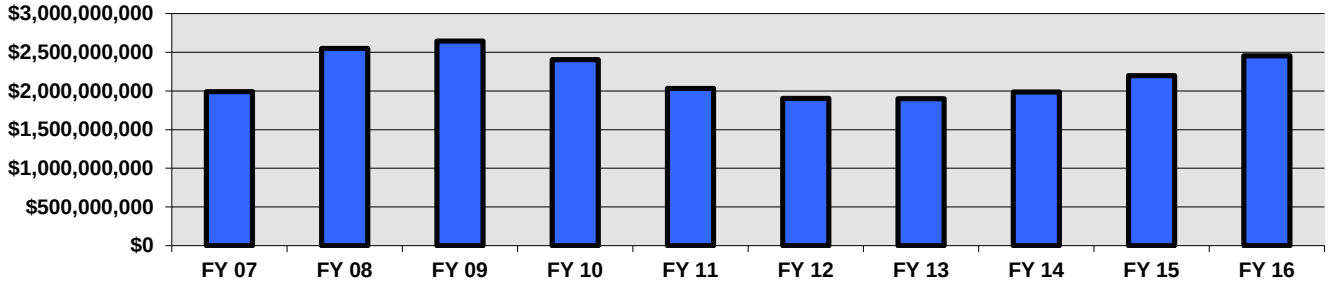
CITY OF WINTER GARDEN
FY 2015/2016 BUDGET
GENERAL FUND UNRESERVED/UNASSIGNED FUND BALANCE TREND



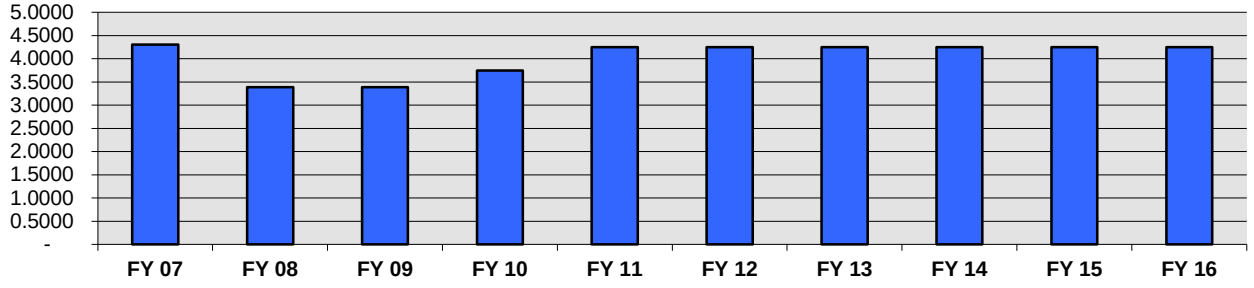


CITY OF WINTER GARDEN
AD VALOREM TAXES

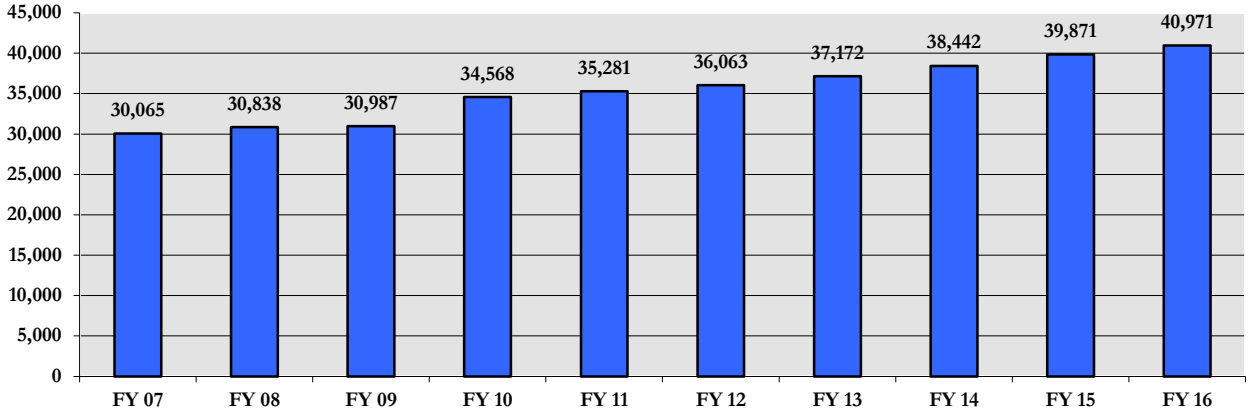
TOTAL ASSESSED VALUATION



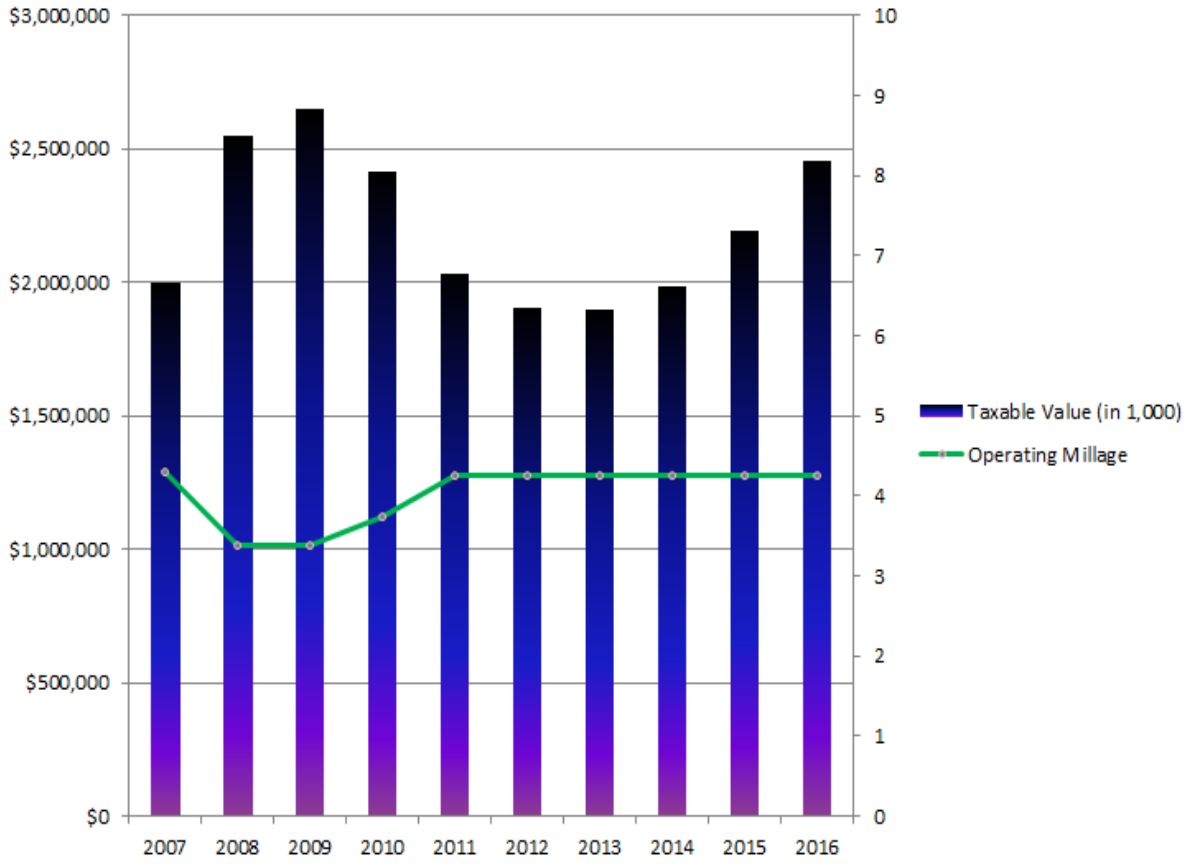
MILLAGE RATE



WINTER GARDEN POPULATION



TAXABLE VALUE AND OPERATING MILLAGE
FY2016 AND LAST NINE FISCAL YEARS



GLOSSARY OF TERMS

GLOSSARY

AD VALOREM TAX: A tax levied on the assessed value of real and personal property (also known as "property tax").

ADOPTED BUDGET: The proposed budget as formally approved by the City Commission.

AGENCY FUND: A type of fund used to account for assets held by the City in a trustee capacity or as an agent for individuals, private organizations, other governments, and/or other funds.

APPROPRIATION: A specific amount of money set apart by the City Commission for the purchase of goods and services.

ASSESSED PROPERTY VALUE: A valuation set upon real estate or personal property by the County Property Appraiser as a basis for levying taxes.

BALANCED BUDGET: A budget in which budgeted revenues equal budgeted expenditures/expenses.

BOND: A written promise to pay a specified sum of money (face value or principal), at a specified date in the future (maturity date), together with interest at a specified rate.

BUDGET: A fiscal plan of programs, services, and construction projects expected to be carried out, funded within available revenues, and designated within a specific period of time, usually 12 months.

CAPITAL EQUIPMENT: Equipment with a value in excess of $750 and an expected life of more than two years such as automobiles, computers, and furniture.

CAPITAL IMPROVEMENT: A physical asset, constructed or purchased, that has a minimum useful life of three years.

CAPITAL IMPROVEMENT BUDGET: A budget including those approved capital improvement projects contained in the first year of the five-year Capital Improvement Program.

CAPITAL IMPROVEMENTS ELEMENT: That portion of the Capital Improvement Program which is necessary to meet the requirements of the Growth Management Act.

CAPITAL IMPROVEMENT PROGRAM (CIP): A comprehensive long-range schedule of approved capital improvements indicating priority in terms of need and ability to finance. The program covers a five-year period, the first year of which is adopted as the Capital Improvement Budget.

CONTINGENCY: Money that has been set aside to cover unplanned expenditures.

DEBT SERVICE: The payment of principal and interest on borrowed funds.

DEBT SERVICE FUND: Used to account for the accumulation of resources for, and the payment of, debt service.

DEPARTMENT: An organizational unit responsible for carrying out a major governmental function, such as Police or Public Works.

ENTERPRISE FUND: A type of fund used to account for operations that are financed and operated in a manner similar to private business enterprises; i.e., where charges for services are intended to cover the cost of providing the service.

EXPENDITURE: Transactions and events that decrease the amount of net spendable resources in a governmental fund.

FIDUCIARY FUND: A type of fund in which the government acts as a trustee or agent on behalf of another party. An example is pension funds.

FISCAL YEAR (FY): Any consecutive 12-month period designated as a budget year. The City's budget year begins October 1, and ends September 30 of the following calendar year.

FRANCHISE FEE: A fee paid by public service businesses for use of City streets, rights-of-way, and property in providing their services. Services requiring franchises include electric, telephone, natural gas, water, cable television, and roll-off service.

FUND: An accounting structure which isolates specific revenues and appropriations for a designated purpose, such as the General Fund or the Capital Project Fund.

FUND BALANCE: The excess of assets over liabilities. A positive ending fund balance from one fiscal year can be utilized as a resource for the following year's activities. A negative fund balance is sometimes referred to as a deficit.

GENERAL FUND: The general operating fund of the City. It is used to account for all financial resources except those required to be accounted for in another fund.

GRANT: Contributions of cash or other assets to be used for a specified purpose, activity, or facility. Grants may be classified as either categorical or block, depending on the amount of discretion allowed the grantee.

IMPACT FEE: A charge for infrastructure improvements that must be provided to the local government.

INTERFUND TRANSFER: Payment from one fund to another fund primarily for services provided.

INTERGOVERNMENTAL REVENUE: Revenue from other governments in the form of grants, entitlements, shared revenues, or payments in lieu of taxes.

LOCAL OPTION: Voted by local referendum, e.g., Local Option Sales Tax.

MILL: A value equal to $.001 or $1.00 per $1,000. The mill is used to determine property taxes by multiplying the mill rate times the assessed property value.

MILLAGE RATE: The rate established each year by City Commission action which is used in the calculation of property taxes.

MISSION STATEMENT: This statement establishes the basis for the goals of the department by describing in broad terms what the department intends to accomplish during the budget year.

MODIFIED ACCRUAL ACCOUNTING: A basis of accounting in which revenues are recorded when collectable within the current period, and expenditures are recognized when the related liability is incurred.

NON-OPERATING EXPENDITURE: The cost of government services not directly attributable to a specific City program or operation, i.e., debt service obligations and contributions to human service organizations.

NON-OPERATING REVENUE: The income received by the government not directly attributable to providing a service, e.g., interest on cash in banks or investments.

OPERATING BUDGET: A financial plan which presents proposed expenditures for the fiscal year and estimates of revenue to finance them.

OPERATING EXPENSES: Expenses which are directly related to service activities.

OPERATING REVENUES: Revenues which are directly related to service activities, e.g., user charges, fees, or taxes.

PERMANENT FUND: A governmental fund type used to report resources that are legally restricted to the extent that only earnings, and not principal, may be used for purposes that support the reporting government's programs (i.e., for the benefit of the government or its citizenry).

PROPERTY TAX: A tax levied on the assessed value of real property, i.e., ad valorem tax.

PROPRIETARY ACCOUNT: An account that shows actual financial position and results of operations, such as actual assets, liabilities, fund equity balances, revenues and expenses.

PROPRIETARY FUND: A type of fund which is similar to private sector companies, whereby the focus is on the measurement of net income.

REVENUE: Money received by the City from external sources.

REVENUE BOND: A bond whose principal and interest are payable exclusively from a specific revenue source.

ROLLED-BACK MILLAGE RATE: The millage rate that would generate the same dollar amount of ad valorem tax revenue as was generated in the previous year, exclusive of new construction.

SPECIAL REVENUE FUND: A type of fund used to account for the proceeds of a specified revenue source (other than special assessments or major capital projects) that are legally restricted to expenditures for specified purposes. An example is revenue from the Community Development Block Grant.

TAX INCREMENT FINANCING: A method for providing money to pay for infrastructure related to development in a designated district. The money comes from the increase in property tax above the redevelopment level, and can be used for a predetermined time period.

TAX LEVY: The total revenue amount to be raised by general property taxes for purposes specified in the adopted budget.

TAXABLE VALUE: The assessed value less homestead and other exemptions, if applicable.

TRANSPORTATION IMPACT FEE: A charge based on projected trips that will be generated by development or redevelopment of a property.

UTILITY TAX: A tax levied by the City on the customers of various utilities such as electric, telephone, gas and water. The average rate is 10.0 percent of the sales price of such utility service or commodity.

CITY OF WINTER GARDEN

CITY COMMISSION
BUDGET WORKSHOP AND
REGULAR MEETING MINUTES
August 27, 2015

A **BUDGET WORKSHOP** and **REGULAR MEETING** of the Winter Garden City Commission was called to order by Mayor Rees at 6:30 p.m. at City Hall, 300 West Plant Street, Winter Garden, Florida. An Invocation and Pledge of Allegiance were given.

Present: Mayor John Rees, Commissioners Bob Buchanan, Kent Makin, Robert Olszewski and Colin Sharman (arrived at 6:31 p.m.)
Also Present: City Manager Mike Bollhoefer, City Attorney Kurt Ardaman, City Clerk Kathy Golden, Assistant City Manager - Administrative Services Frank Gilbert, Community Development Director Ed Williams, Finance Director Laura Zielonka, Fire Chief Matt McGrew, Police Chief George Brennan, Assistant City Manager - Public Services Don Cochran and Community Development Manager Steve Pash

1. **WORKSHOP ON PROPOSED BUDGET FOR FISCAL YEAR 2015/2016**
Finance Director Zielonka gave a PowerPoint presentation (see attached Exhibit A) on the highlights of the upcoming proposed budget.

City Manager Bollhoefer gave a rough idea of what the schedule will be for the Dillard Street Improvements. The conceptual phase should be done by the end of December, then a six month design phase, with construction probably starting in early fall of next year. He confirmed it would take approximately two years.

Mr. Bollhoefer addressed the item for Streets – Trail Enhancement (Oval) for $400,000. Staff has submitted a grant request to improve the west end of Plant Street area for approximately $200,000. This budget item is to set aside the funds should the City Commission ultimately decide to do the project. If not, we would recommend that the funds be allocated to the future costs on improving Dillard Street that could bet from $1.5 to $2 million.

Mr. Bollhoefer interjected that Stoneybrook has some street issues that need extensive work, which is why the amount is as much as it is.

Commissioner Sharman asked the City Manager to elaborate on the Stoneybook asphalt issue. Mr. Bollhoefer stated that he thinks that certain parts of Stoneybrook probably did not initially have a very good job done on the base. The base needs to be repaired to properly handle the water, which is critical to make it last a long time and increases the cost. There was discussion on the area included in the project. Assistant City Manager for Public

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Services Don Cochran shared that the only section not needing any work done is the portion put in when the expressway went in.

Mayor Rees asked the Commissioners to prepare a list of their questions and the answers can be shared with all the Commissioners.

2. **APPROVAL OF MINUTES**

Motion by Commissioner Makin to approve the regular meeting minutes of August 27, 2015 as submitted. Seconded by Commissioner Buchanan and carried unanimously 5-0.

3. **FIRST READING AND PUBLIC HEARING OF PROPOSED ORDINANCES**

A. **Ordinance 15-55**: AN ORDINANCE OF THE CITY OF WINTER GARDEN, FLORIDA, REZONING APPROXIMATELY 7.15 +/- ACRES OF CERTAIN REAL PROPERTY GENERALLY LOCATED ON THE NORTH SIDE OF ROPER ROAD, EAST OF WINTER GARDEN VINELAND ROAD AND WEST OF DANIELS ROAD, FROM CITY R-1 TO CITY PUD; PROVIDING FOR CERTAIN PUD REQUIREMENTS; PROVIDING FOR SEVERABILITY; PROVIDING FOR AN EFFECTIVE DATE *(Sonata West Orange Campus PUD)*

City Attorney Ardaman read Ordinance 15-55 by title only. Community Development Manager Pash shared the location of the development, multi-level assisted living facility consisting of 115 units. He described the buffering for the adjacent residents. Exhibit B was missing but will be included in the next agenda. He explained the plans for the property. A community meeting was held in June with one resident attending. Planning and Zoning Board and staff have reviewed this item and recommends approval.

Community Development Director Williams came forward to address traffic. Mr. Williams shared the traffic measures prior to the mall and after the mall, which indicates there has been a decrease in capacities. There is plenty of capacity on the roads. The impact of school traffic, now that they have started, will be re-evaluated shortly. This type of usage is substantially lower than single family homes. They will be paying traffic impact fees and a proportionate share of the signalization.

Mayor Rees addressed the impact of visitor traffic. Mr. Williams stated that generally visitor traffic occurs on holidays and weekends rather than the peak work hours. Commissioner Makin asked how many parking spaces there are. Mr. Williams responded 159.

Mayor Rees opened the public hearing; hearing and seeing none, he closed the public hearing.

Motion by Commissioner Olszewski to approve Ordinance 15-55 with the second reading and public hearing being held September 10, 2015 at 6:30 p.m. Seconded by Commissioner Makin and carried unanimously 5-0.

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B. **Ordinance 15-57:** AN ORDINANCE OF THE CITY OF WINTER GARDEN, FLORIDA PROVIDING FOR THE ANNEXATION OF CERTAIN ADDITIONAL LANDS GENERALLY DESCRIBED AS APPROXIMATELY 0.99 ± ACRES WITH PARCEL ID NUMBER 21-22-27-0000-00-104 LOCATED ON THE WEST SIDE OF TILDENVILLE SCHOOL ROAD NORTH OF WEST COLONIAL DRIVE AND SOUTH OF EAST OAKLAND AVENUE INTO THE CITY OF WINTER GARDEN FLORIDA; REDEFINING THE CITY BOUNDARIES TO GIVE THE CITY JURISDICTION OVER SAID PROPERTY; PROVIDING FOR SEVERABILITY; PROVIDING FOR AN EFFECTIVE DATE

C. **Ordinance 15-58:** AN ORDINANCE OF THE CITY OF WINTER GARDEN, FLORIDA AMENDING THE FUTURE LAND USE MAP OF THE WINTER GARDEN COMPREHENSIVE PLAN BY CHANGING THE LAND USE DESIGNATION OF REAL PROPERTY GENERALLY DESCRIBED AS 0.99 ± ACRES WITH PARCEL ID NUMBER 21-22-27-0000-00-104 LOCATED ON THE WEST SIDE OF TILDENVILLE SCHOOL ROAD NORTH OF WEST COLONIAL DRIVE AND SOUTH OF EAST OAKLAND AVENUE FROM ORANGE COUNTY LOW DENSITY RESIDENTIAL TO CITY LOW DENSITY RESIDENTIAL; PROVIDING FOR SEVERABILITY; PROVIDING FOR AN EFFECTIVE DATE

D. **Ordinance 15-59:** AN ORDINANCE OF THE CITY OF WINTER GARDEN, FLORIDA REZONING APPROXIMATELY 0.99 ± ACRES WITH PARCEL ID NUMBER 21-22-27-0000-00-104 LOCATED ON THE WEST SIDE OF TILDENVILLE SCHOOL ROAD NORTH OF WEST COLONIAL DRIVE AND SOUTH OF EAST OAKLAND AVENUE FROM ORANGE COUNTY A-1 AGRICULTURAL DISTRICT TO CITY R-1 SINGLE-FAMILY RESIDENTIAL DISTRICT; PROVIDING FOR SEVERABILITY; PROVIDING FOR AN EFFECTIVE DATE

City Attorney Ardaman read Ordinances 15-57, 15-58 and 15-59 by title only. Community Development Manager Pash stated this is a voluntary annexation, rezoning to R-1 and land use designation of low density residential to build a new home. Staff recommends approval.

Mayor Rees opened the public hearing; hearing and seeing none, he closed the public hearing.

Motion by Commissioner Olszewski to approve Ordinances 15-57, 15-58 and 15-59 with the second reading and public hearing being scheduled for September 10, 2015. Seconded by Commissioner Makin and carried unanimously 5-0.

4. **REGULAR BUSINESS**

A. **Recommendation to approve Final Plat for 1205 and 1225 N West Crown Point Road (*Cisneros Plat*)**

Community Development Manager Pash stated that this plat will clean up a prior plat from the 1930's. There will be two single family lots for two new homes. This plat has

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been reviewed by Development Review Committee (DRC), Planning and Zoning Board, and staff who each recommend approval.

Motion by Commissioner Olszewski to approve the Final Plat for 1205 and 1225 N West Crown Point Road. Seconded by Commissioner Makin and carried unanimously 5-0.

B. **Recommendation to approve Site Plan for 1291 Winter Garden Vineland Road (*Kirby Engineering*)**

Community Development Manager Pash stated that this site is located just south of the Turnpike. The plan is to build another building identical to the existing building with 9,000 square feet of offices in the front and flex space in the back. This plan has been reviewed by DRC and approval is recommended.

Motion by Commissioner Sharman to approve the Site Plan for 1291 Winter Garden Vineland Road. Seconded by Commissioner Makin and carried unanimously 5-0.

C. **Recommendation to approve renewing a Traffic Signal Maintenance Agreement with Traffic Engineering and Management, LLC d/b/a Control Specialists Company for a period of 5 years**

Assistant City Manager of Public Services Cochran shared that in 2009 Control Specialists was selected to maintain our traffic signals. The contract was renewed in 2010 for five years. Included was a provision to raise their prices by five percent for inflation. Since then, Control Specialist has only made one increase. Tonight staff is requesting approval to renew Control Specialists contract for another five years.

Mayor Rees asked how much is spent each year. Mr. Cochran estimated that it is somewhere around $1,200 a month for routine maintenance.

Commissioner Makin asked about State Road 50 traffic signals. Mr. Cochran shared that the City is reimbursed by Florida Department of Transportation on an annual basis. Mr. Bollhoefer shared that the timing issue is being worked on to increase the time for those traveling north and south across State Road 50.

Motion by Commissioner Sharman to approve renewing the Traffic Signal Maintenance Agreement with Traffic Engineering and Management, LLC d/b/a Control Specialists Company for a term of 5 years. Seconded by Commissioner Makin and carried unanimously 5-0.

D. **Recommendation to approve Site Plan for 1309 Winter Garden Vineland Road with staff recommendations (*Friendly Capital Office Complex*)**

Community Development Manager Pash stated the applicant is requesting to build a 15,000 square foot two office complex building that will contain medical offices and a

DRAFT

day care facility for special needs children. Commissioner Sharman verified with Mr. Pash that the day care was an approved special exception use.

Motion by Commissioner Sharman to approve the Site Plan for 1309 Winter Garden Vineland Road with staff recommendations. Seconded by Commissioner Makin and carried unanimously 5-0.

5. **MATTERS FROM PUBLIC -** There were no items.

6. **MATTERS FROM CITY ATTORNEY**

- Each Commissioner is required to attend ethics training each year, totaling 4 hours, with multiple options to achieve this. He proposes he will offer the training here at City Hall and gave them some options. Those who have not yet attended opted to attend two one hour training sessions prior to two regular commission meetings with an hour study assignment with each session. This will be coordinated through the City Manager's office.

7. **MATTERS FROM CITY MANAGER**

Update on 160 Plant Street
Mr. Bollhoefer shared that plans have been submitted, and staff and the Architectural Review Board have reviewed them. They will be given 90 days to complete the project. Mayor Rees inquired about when will be the completion date. Mr. Bollhoefer stated the 90 days began last week.

9-11 Memorial
Mr. Bollhoefer shared that the monument is almost complete so there will be a 9-11 ceremony. He anticipates it will be held in the morning to avoid the rain. He will send the Commissioners the information.

State Road 429 Master Planning Presentation
He invited all the Commissioners to attend a SR 429 master planning presentation for Plant Street/Franklin Street into Ocoee, which will be held next to Ocoee City Hall from 6 p.m. to 7 p.m. on September 15, 2015. He will send out the invitation to everyone.

Moratorium Ordinance
This item is still being worked on and will be distributed for review at the next meeting.

Code of Ordinances from other jurisdictions regarding bars on windows
He would like to bring this matter up for discussion at a future meeting.

Roundabout at Windermere and Roberson Road
Mr. Bollhoefer reported that after three-and-a-half months the county has returned the City's proposed changes to their agreement. There are two items that would be difficult to live with. One is that we would work with the County to design it, the County would review it,

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and if they didn't like it they could back. The City would be stuck with building the roundabout. We wouldn't want to do this because it would put us in a very vulnerable position. The City Attorney is working on responses. He would recommend the option of being able to say to the County that we will split it 50/50 ($500,000 each) and allow the County to build the roundabout and maintain the road or we would. Either way, both entities would have to approve the design. Any agreement would have to come back to the Commission.

Motion by Commissioner Olszewski to approve moving forward with the recommended 50/50 offer to the County as recommended by the City Manager. Seconded by Commissioner Sharman and carried unanimously 5-0.

8. **MATTERS FROM MAYOR AND COMMISSIONERS**

Commissioner Makin shared it was great to be a part of the hotel destruction for the new development (corner of State Road 50 and Dillard Street).

Commissioner Sharman shared how good it is to see that our Code Enforcement is ahead of everyone else in taking care of our City.

The meeting adjourned at 7:20 p.m.

APPROVED:

_____
Mayor John Rees

ATTEST:

_____
City Clerk Kathy Golden, CMC

DRAFT

THE CITY OF WINTER GARDEN

CITY COMMISSION AGENDA ITEM

From: Laura Zielonka, Finance Director

Via: Michael Bollhoefer, City Manager

Date: September 4, 2015 **Meeting Date:** September 10, 2015

Subject: Interim Budget Ordinance 15-60

Issue: Amending the current year budget to create a capital project fund for the Downtown Parking Garage. No additions are being added to the budget, this is just a formality to create a capital project fund to account for the financial resources and expenditures related to the downtown parking garage.

Recommended action:

Motion to approve Ordinance 15-60, amending the fiscal year 2014-2015 budget for creation of Capital Projects Fund with second hearing and adoption on September 24, 2015.

ORDINANCE 15-60

AN ORDINANCE OF THE CITY OF WINTER GARDEN, FLORIDA, AMENDING THE CITY OF WINTER GARDEN FISCAL YEAR 2014-2015 BUDGET; PROVIDING FOR SEVERABILITY AND AN EFFECTIVE DATE.

WHEREAS, on September 25, 2014, the City Commission of the City of Winter Garden, Florida, adopted Ordinance 14-37 appropriating and allocating all revenue and funds of the City of Winter Garden, Florida for the tax year beginning October 1, 2014 and ending September 30, 2015;

WHEREAS, the City Commission has decided to amend the City of Winter Garden, Florida Budget for the tax year beginning October 1, 2014 and ending September 30, 2015 to provide for interim adjustments;

BE IT ENACTED BY THE CITY OF WINTER GARDEN, FLORIDA:

SECTION 1: That the sum of $329,492 to be appropriated as follows:

REVENUES

Downtown Parking Fund	150,000
Debt Service Fund	4,492
Capital Projects Fund – Downtown Parking Garage	175,000
	$329,492

EXPENDITURES

Downtown Parking Fund	150,000
Debt Service Fund	4,492
Capital Projects Fund – Downtown Parking Garage	175,000
	$329,492

SECTION 2: Detail for the aforementioned totals is attached as Exhibit 1, which shall be incorporated in the Ordinance. Should any portion of this Ordinance be held invalid, then such portions as are not declared to be invalid shall remain in full force and effect.

SECTION 3: This Ordinance shall become effective upon its adoption at the second reading and public hearing.

READ FIRST TIME: _____

READ SECOND TIME AND PUBLIC HEARING HELD: _____

APPROVED:

_____
Mayor/Commissioner John Rees

ATTEST:

_____
Kathy Golden, City Clerk

EXHIBIT #1

ORDINANCE 15-60

City of Winter Garden
Interim Budget
FYE 2015

City of Winter Garden
Interim Budget
FYE 2015

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City of Winter Garden
Interim Budget
General Fund

Account Number	Description	2014 Actual	2015 Current Budget	Budget Adjustments	2015 Proposed Amended Budget
	Expenditures				
Executive					
001-0222-513.91-00	Intragovernment Transfers	1,047,549	1,047,519	25,000	1,072,519
Downtown Parking Garage Funding					
Streets					
001-0741-541.63-00	Improvements other than building	84,383	75,000	(25,000)	50,000
Total Expenditures				**$ -**	

City of Winter Garden
Interim Budget
Downtown Parking District Fund

Account Number	Description	2014 Actual	2015 Current Budget	Budget Adjustments	2015 Proposed Amended Budget
	Revenues				
110-0741-399.99-99	Use of Fund Balance	$ -	$ 4,167	$ 150,000	$ 154,167
To balance increase in budgeted revenues					
Total Revenues				**$ 150,000**	
	Expenditures				
110-0741-512.91-00	Intragovernment Transfers	-	-	150,000	150,000
Downtown Parking Garage Funding					
Total Expenditures				**$ 150,000**	

City of Winter Garden
Interim Budget
Debt Service Fee Fund

Account Number	Description	2014 Actual	2015 Current Budget	Budget Adjustments	2015 Proposed Amended Budget
	Revenues				
230-0000-381.00-00	Inter-fund transfers in	719,438	718,438	4,492	722,930
Total Revenues				**$ 4,492**	
	Expenditures				
230-0000-217.71-00	Principal	$ 448,177	$ 280,000	$ 10,000	$ 290,000
230-0000-571.72-00	Interest	452,444	438,438	(5,508)	432,930
Total Expenditures				**$ 4,492**	

City of Winter Garden
Interim Budget
Capital Projects Fund - Downtown Parking Garage

Account Number	Description	2014 Actual	2015 Current Budget	Budget Adjustments	2015 Proposed Amended Budget
	Revenues				
334-0213-381.02-00	Inter-fund transfer in - 001	-	-	25,000	25,000
334-0213-381.06-00	Inter-fund transfer in - 110	-	-	150,000	150,000
To balance increase in budgeted revenues					
Total Revenues				**$ 175,000**	
	Expenditures				
334-0213-552.31-01	Professional Services Misc	-	-	126,265	126,265
334-0213-552.31-04	Engineering Services	-	-	41,719	41,719
334-0213-552-63.00	Improvements Other Than Building	-	-	7,016	7,016
Downtown Parking Garage Funding					
Total Expenditures				**$ 175,000**	

THE CITY OF WINTER GARDEN

CITY COMMISSION AGENDA ITEM

From: Steve Pash, Community Development Manager

Via: City Manager Mike Bollhoefer

Date: September 3, 2015 **Meeting Date:** September 10, 2015

Subject: 420 Roper Road
Sonata West Orange Campus
Ordinance 15-55
PARCEL ID# 35-22-27-0000-00-057

Issue: The applicant is requesting a Rezoning to PUD to allow construction of a 115 unit Assisted/Independent Living Facility at 420 Roper Road.

Discussion:

The applicant is requesting to rezone a 7.15 +/- acre property from R-1 to PUD to allow construction of a 115 unit Assisted/Independent Living Facility.

Recommended Action:

Staff recommends approval of Ordinance 15-55 subject to the conditions in the ordinance.

Attachment(s)/References:

Location Map
Ordinance 15-55
Exhibit B
Staff Report

ORDINANCE 15-55

AN ORDINANCE OF THE CITY OF WINTER GARDEN, FLORIDA, REZONING APPROXIMATELY 7.15 ± ACRES OF CERTAIN REAL PROPERTY GENERALLY LOCATED ON THE NORTH SIDE OF ROPER ROAD, EAST OF WINTER GARDEN VINELAND ROAD AND WEST OF DANIELS ROAD, FROM CITY R-1 TO CITY PUD; PROVIDING FOR CERTAIN PUD REQUIREMENTS; PROVIDING FOR SEVERABILITY; PROVIDING FOR AN EFFECTIVE DATE. (Sonata West Orange Campus PUD)

WHEREAS, the owner(s) of real property generally described as approximately 7.15 ± acres of certain real property generally located on the north side of Roper Road, east of Winter Garden Vineland Road and west of Daniels Road in Winter Garden, Florida, being more particularly described on Exhibit "A" attached hereto and incorporated herein by this reference (the "Property"), desire to rezone their property from City R-1 to City PUD, and

WHEREAS, after public notice and due consideration of public comment, the City Commission of the City of Winter Garden hereby finds and declares the adoption of this Ordinance and the proposed development of the Property is consistent with the City of Winter Garden Comprehensive Plan, and the City of Winter Garden Code of Ordinances, therefore;

BE IT ENACTED BY THE CITY OF WINTER GARDEN, FLORIDA:

SECTION 1: *Rezoning.* After due notice and public hearing, the zoning classification of the Property, as described in Exhibit "A" attached hereto, is hereby rezoned from City R-1 to City PUD in the City of Winter Garden, Florida subject to the following conditions, provisions and restrictions:

a. **Conceptual Plan-** All development on the Property must substantially conform to the requirements identified in the Sonata West Orange Campus PUD Plan attached hereto as Exhibit "B." Should any conflict be found between this Ordinance and the Sonata West Orange Campus PUD Plan attached hereto as Exhibit "B", then the standards and conditions established by this Ordinance shall control.

b. **Zoning-** Due to the nature of the permitted uses set forth in this Ordinance, the following sections of Article V, Division 2 of the City Code of Ordinances regarding Residential Planned Unit Developments shall not apply to the Property: section 118-860, section 118-921, section 118-923, section 118-925, and section 118-927. Unless specifically noted elsewhere in Exhibit "B" attached hereto, or expressly provided for herein, all development on the

Property must comply with the general zoning requirements of the Residential Planned Unit Development zoning district. These requirements include any approval procedure of the Residential Planned Unit Development zoning district.

c. **Permitted Uses-** With respect to the Sonata West Orange Campus PUD Area as identified in Exhibit "B" attached hereto, the only permitted use shall be an Independent/Assisted Living Facility and an Outdoor Recreation Area.

d. **Prohibited Uses-** Unless specifically identified by this Ordinance as a permitted use, all other uses are prohibited.

e. **Design Criteria/Architectural Standards-**

1. **Maximum Building Length-** Notwithstanding Section 118-925 of the City Code of Ordinances, the maximum length of the Assisted/Independent Living Facility building in the Sonata West Orange Campus PUD Area as identified in Exhibit "B" attached hereto shall not exceed 335 feet.

2. **Maximum Building Height-**

With respect to the Sonata West Orange Campus PUD Area as identified in Exhibit "B" attached hereto, maximum building height shall not exceed 48 feet (three stories on the northern portion of the building), the remainder of the building shall not exceed two stories (35 feet), and architectural features (tower elements) shall not exceed 43 feet.

3. **Outdoor Recreation Area –**
The outdoor recreation area shall be designed to be consistent with the architecture of the main building or to complement the architecture of the building. This outdoor area will provide residents access to the outdoors for gatherings, recreational activities and community social events and shall consist of a pavilion with restrooms, bocce ball courts, a putting green, tables and chairs, and a trail around the pond.

4. **Signage-** All signage proposed for the Property shall conform to the requirements and regulations pertaining to specified commercial corridors within the City of Winter Garden as defined in Chapter 118, Article X, Division 2 of the City of Winter Garden Code of Ordinances. One single-tenant ground sign and one wall sign shall be permitted for the Sonata West Orange Campus PUD Area as identified in Exhibit "B." The signage shall be reviewed at time of

Site Plan Review.

5. **Impervious Surface Area Ratio-** The maximum impervious surface area ratio for the Property (not including the wet pond surface area) shall not exceed 60% and shall be consistent with the overall maximum impervious surface area ratio that the Planned Unit Development is designated and permitted for by Saint John's River Water Management District.

6. **Common Open Space-**

   The minimum common open space provided for the Property shall be 20%. For the purposes of this Ordinance the area identified as "Courtyard" on Exhibit "B" and some retention areas may be considered as contribution toward fulfillment of open space requirements.

   Specifically, dry retention may contribute to the fulfillment of the common open space requirement, and wet bottom retention areas may partially contribute to fulfilling open space requirements. Additionally, pervious surfaces, unless specifically identified below, may be calculated as common open space for the Property; however the following will not be considered as contributing to the common open space requirement for the Property:

   - Any impervious surface as defined in Chapter 106 of the City Code of Ordinances.
   - Parking Areas
   - Road rights-of-way
   - Required minimum yards & building spacing

7. **Dark Skies**- all exterior lighting shall be designed to provide safe, convenient and efficient lighting for pedestrians and vehicles. Exterior lighting shall be designed as dark skies lighting in a consistent and coordinated manner for the entire project in compliance with the requirements of Chapter 118, Article X, Division 4 of the City Code of Ordinances.

f. **Delivery Hours-** No deliveries shall occur between the hours of 7:00pm and 7:00am.

g. **Staff Conditions-** All development on the Property must comply with the following staff conditions:

1. An engineered site plan meeting all requirements of the City Code of Ordinances shall be submitted for review and approval by City staff

and City Commission prior to commencement of any construction.

2. All utilities required for the development shall be run to the site at the developer's expense, including potable water, reclaimed water and sanitary sewer. 100% of all water and sewer impact fees shall be paid prior to City execution of FDEP permits and issuance of site or building permits.

3. All irrigation on the site shall be designed to be supplied by reclaimed water. An exception may be granted for the enclosed courtyards to use potable water and will be considered at final site plan review.

4. The survey indicates that a portion of the site is jurisdictional wetlands. All wetlands shall be shown and addressed at the time of site plan submittal and if approved for removal shall be mitigated with the jurisdictional agencies. Terracon Karst report is acknowledged.

5. Permits from SJRWMD and FDEP (water, wastewater and NPDES) are required prior to issuance of site or building permits.

6. Landscaping, fencing, signage, etc. shall not infringe on sight distance requirements at any intersection, including Daniels Road or Roper Road.

7. The impact fees will be reviewed with the Site Plan application to determine if an alternative impact fee study will be accepted for the Assisted Living Facility. If an alternative impact fee is accepted, two (2) years after the issuance of the certificate of occupancy for and commencing operation of the Sonata West Orange Campus (Assisted Living Facility), the City shall have the right to review traffic count data for such facility to determine if the alternative impact fee study correctly measured the impact of the facility. If the review of such traffic count data shows that the alternative impact fee study under estimated the impact of the facility on the public roads and transportation system, the City shall have the right to require the Owner to make an additional true-up payment of Road Impact Fees to compensate for the impact. All other impact fees shall be paid when required by the City of Winter Garden Code of Ordinances and in the amounts required at the then applicable impact fees rates.

8. This development is required to pay their share of the cost of the traffic light that was installed at the corner of Roper Drive and Daniels Road. The appropriate amount will be determined through the studies submitted with the Site Plan Review and the fair share

shall be paid prior to permits being issued.

9. The Owner is responsible for meeting all provisions of ADA and Florida Accessibility Code.

10. All work shall conform to City of Winter Garden standards and specifications.

11. The City of Winter Garden will inspect private site improvements only to the extent that they connect to City owned/maintained systems (roadways, drainage, utilities, etc.). It is the responsibility of the Owner and Design Engineer to ensure that privately owned and maintained systems are constructed to the intended specifications. The City is not responsible for the operation and maintenance of privately owned systems, to include, but not be limited to, roadways, parking lots, drainage, stormwater ponds or on-site utilities.

12. The Contractor is responsible for the notification, location and protection of all utilities that may exist within the project limits.

13. No fill or runoff will be allowed to discharge onto adjacent properties; existing drainage patterns shall not be altered. The City of Winter Garden is not granting rights or easements for drainage from, or onto, property owned by others, including by way of any development order or permit issued. Obtaining permission, easements or other approvals that may be required to drain onto private property is the Owner/Developer's responsibility. Should the flow of stormwater runoff from, or onto adjacent properties be unreasonable or cause problems, the City shall not be responsible and any corrective measures required will be the responsibility of the Owner/Developer. Site construction shall adhere to the City of Winter Garden erosion and sediment control requirements as contained in Chapter 106 - Stormwater. If approval is granted by the City of Winter Garden, it does not waive any permits that may be required by federal, state, regional, county, municipal or other agencies that may have jurisdiction.

14. After final plan approval, a preconstruction meeting will be required prior to any commencement of construction. The applicant shall provide an erosion control and street lighting plan at the preconstruction meeting and shall pay all engineering review and inspection fees prior to construction. Inspection fees in the amount of **2.25%** of the cost of all site improvements shall be paid prior to issuance of the building permit.

SECTION 2: *General Requirements.*

a. **Development Agreement-** A Development Agreement shall be drafted, approval obtained and recorded prior to approval of any site or building permits for the Property. The Development Agreement shall address matters to include, but not limited to, project phasing, right-of-way improvement and conveyance, easements, vehicular access to the site including possible connection to the proposed Roper Road Extension, restriction of additional curb-cuts, provision for cross access, design standards, signage, impact fees, stormwater, drainage, utilities and other off-site public infrastructure improvements.

b. **Stand Alone Clause-** Each phase of development of the Property must operate as an individual unit in that each particular phase will be able to stand-alone in the event that no other phase is developed.

c. **Land Development Approvals and Permits-** This Ordinance does not require the City to issue any permit or approval for development, construction, building permit, or other matter by the City relating to the Property or the project or any portion thereof. These and any other required City development approvals and permits shall be processed and issued by the City in accordance with procedures set forth in the City's Code of Ordinances and subject to this Ordinance.

d. **Amendments-** Minor amendments to this Ordinance will be achieved by Resolution of the City Commission of the City of Winter Garden. Major amendments to this Ordinance will require approval of the City Commission of the City of Winter Garden by Ordinance.

e. **Expiration/Extension-** Expiration of this PUD shall be governed in accordance with Section 118-830, City of Winter Garden Code of Ordinances. Time extensions may be granted in accordance with Section 118-829, City of Winter Garden Code of Ordinances.

SECTION 3: *Zoning Map.* The City Planner is hereby authorized and directed to amend the Official Winter Garden Zoning Map in accordance with the provisions of this ordinance.

SECTION 4: *Non-Severability.* Should any portion of this Ordinance be held invalid, then the entire Ordinance shall be null and void.

SECTION 5: *Effective Date.* This Ordinance shall become effective upon adoption at its second reading.

FIRST READING AND PUBLIC HEARING: _____ , 2015.

SECOND READING AND PUBLIC HEARING: _____ , 2015.

ADOPTED this _____ day of _____, 2015, by the City Commission of the City of Winter Garden, Florida.

APPROVED:

_____
JOHN REES, Mayor/Commissioner

ATTEST:

_____
KATHY GOLDEN, City Clerk

Exhibit "A"

A parcel of land being a portion of the North 1/2 of the Northeast 1/4 of the Northwest 1/4 of Section 35, Township 22 South, Range 27 East, Orange County, Florida, being more particularly described as follows:

COMMENCE at the Northeast corner of the Northwest 1/4 of Section 35, Township 22 South, Range 27 East, Orange County, Florida; thence South 89°52'01" West, along the North line of said Northwest ¼, a distance of 523.70 feet to a point on a line lying 523.67 feet West of and parallel to the East line of the Northeast 1/4 of said Section 35 and POINT OF BEGINNING; thence South 00°48'20" East, along said line lying 523.67 feet West of and parallel to the East line of the Northeast 1/4, a distance of 642.47 feet to the North right of way line of Roper Road according to that certain Warranty Deed recorded in Official Records Book 6852, Page 4525, Public Records of Orange County, Florida; thence South 89°47'18" West, along said right of way line, a distance of 259.51 feet to a point on the West line of the East 259.50 feet of a parcel of land described in that certain Warranty Deed recorded in Official Records Book 6002, Page 1336 of the Public Records of Orange County, Florida; thence North 00°48'20" West, along said line, a distance of 642.78 feet to the North line of the Northwest 1/4 of said Section 35; thence North 89°52'01" East, along said North line, a distance of 259.51' feet to the POINT OF BEGINNING.

AND

A parcel of land being a portion of the North 1/2 of the Northeast 1/4 of the Northwest 1/4 of Section 35, Township 22 South, Range 27 East, Orange County, Florida, being more particularly described as follows:

COMMENCE at the Northeast corner of the Northwest 1/4 of Section 35, Township 22 South, Range 27 East, Orange County, Florida; thence South 89°52'01" West, along the North line of said Northwest ¼, a distance of 783.21 feet to a point on the East line of a parcel of land described in that certain Corrective Quit Claim Deed recorded in Official Records Book 9954, Page 4460, Public Records of Orange County, Florida and POINT OF BEGINNING; thence South 00°48'20" East, along said East line, a distance of 642.78 feet to the North right of way line of Roper Road according to that certain Warranty Deed recorded in Official Records Book 6852, Page 4525, Public Records of Orange County, Florida; thence South 89°47'18" West, along said right of way line, a distance of 225.01 feet to a point on the West line of the East 225.00 feet of said parcel of land described in Corrective Quit Claim Deed; thence North 00°48'20" West, along said West line, a distance of 643.04 feet to the North line of the Northwest 1/4 of said Section 35; thence North 89°52'01" East, along said North line, a distance of 225.01' feet to the POINT OF BEGINNING.

Exhibit "B"

COVER PAGE

SONATA WEST ORANGE CAMPUS PUD

JULY 2015

(10 PAGES - ATTACHED)

CITY OF WINTER GARDEN

PLANNING & ZONING DIVISION

300 West Plant Street - Winter Garden, Florida 34787-3011 ● (407) 656-4111

STAFF REPORT

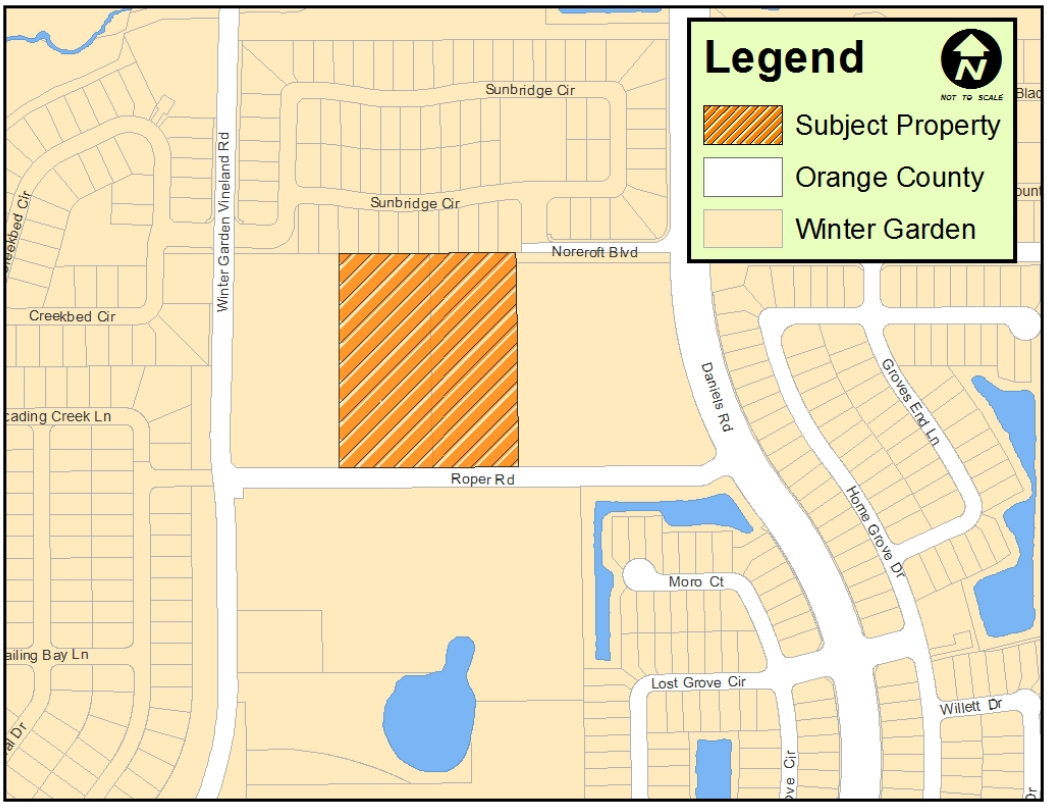
TO: PLANNING AND ZONING COMMITTEE
PREPARED BY: STEVE PASH, COMMUNITY DEVELOPMENT MANAGER
DATE: JULY 28, 2015
SUBJECT: REZONING
420 Roper Road (7.15+/- ACRES)
PARCEL ID # 35-22-27-0000-00-057

APPLICANT: KLIMA WEEKS CIVIL ENGINEERING, INC.

INTRODUCTION

The purpose of this report is to evaluate the proposed project for compliance with the City of Winter Garden Code of Ordinances and Comprehensive Plan.

The subject property is located on the north side of Roper Road west of Daniels Road and east of Winter Garden Vineland Road and is approximately 7.15 ± acres. The map below depicts the location of the subject property within the City of Winter Garden municipal limits:



The applicant is requesting to rezone 7.15 ± acres of land Planned Unit Development (PUD). The subject property is located within the City of Winter Garden municipal limits, and carries the zoning designation R-1 (Single-Family Residential District) in the City of Winter Garden. The subject property is designated Low Density Residential on the Future Land Use Map of the Comprehensive Plan.

EXISTING USE

The subject property is currently vacant and is planted with trees.

ADJACENT LAND USE AND ZONING

The property located to the north is developed as a single-family neighborhood (Bradford Creek East) but no homes have been constructed, is zoned PUD, and located in the City. The property located to the east is developed with the Serenades by Sonata Memory Care Facility (a 35,000 square foot, 42 unit, 54 bed Memory Care/Nursing Home Facility), is zoned PUD, and located in the City. The property to the west is unimproved vacant non-agricultural acreage zoned R-1, and located in the City. The properties to the south contain one large single-family lot and the Grove Park at Stonecrest single-family neighborhood, are zoned R-1 and PUD, and located in the City.

PROPOSED USE

The applicant proposes to develop the 7.15 ± acre site with a 140,000 square foot building containing a 115 unit Assisted/Independent Living Facility. The building will also contain a kitchen and dining area, exercise room, common areas, and a swimming pool/garden area in the courtyard areas. The pond is proposed to have have an outdoor recreation area built next to it with a pavilion, bocce ball court, putting green, tables, restrooms, and a trail around the pond. According to the survey, a portion of the proposed pond is jurisdictional wetlands. All wetlands shall be shown and addressed at the time of site plan submittal and if approved for removal shall be mitigated with the jurisdictional agencies.

PUBLIC FACILITY ANALYSIS

The property does not have a point of transportation access at this time because the property is vacant. However, if the property is developed as proposed by the applicant then access will be provided in the form of a driveway on Roper Road. The property will also have connectivity through cross access with the neighboring development (Serenades by Sonata) out to the signalized Daniels Road Roper Raod intersection.

Water, sewer, and reclaimed utilities by the City of Winter Garden will be required for any new development of the property. At such time that the property is developed, all necessary utility lines will be extended and connections made, all extension and connection costs shall be borne by the property owner.

The City will provide garbage collection, police protection, and all other services regularly provided to City of Winter Garden residents including building permits. The property will be served by both Orange County Fire and Rescue and the City of Winter Garden Fire Department under the First Response System.

All concurrency requirements identified by the City of Winter Garden Code of Ordinances and Comprehensive Plan will be met by the proposed development.

SUMMARY

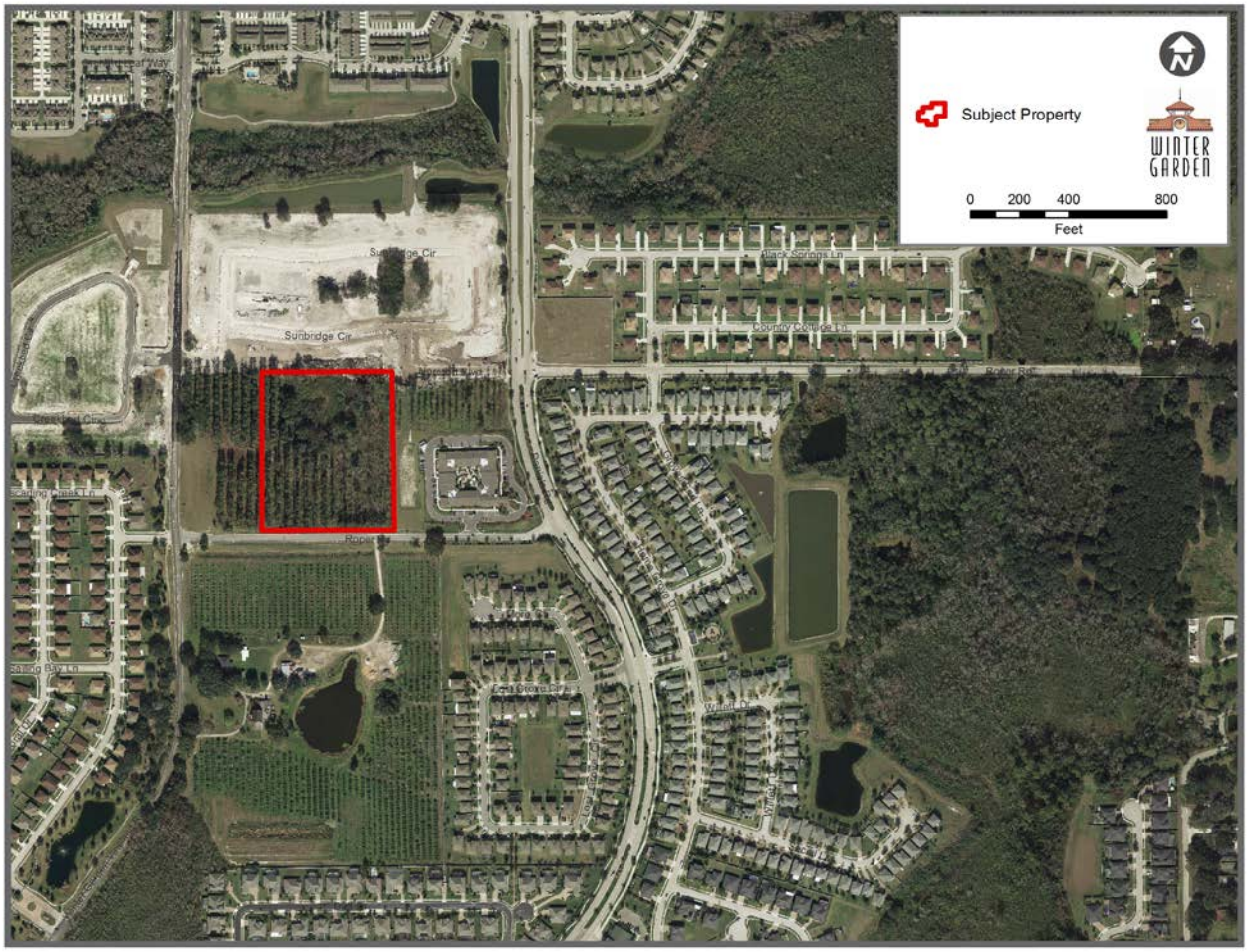
The proposed development is a reasonable and low intensity use of the land and would not generate a significant increase in traffic volume beyond that typically generated by single-family residential uses, and represents a use that is compatible with the area.

Further, the adjacent property owners should not be negatively impacted as the surrounding properties are developed with single-family planned unit developments. A Community Meeting was held on June 15, 2015 at which time the applicant presented the proposal to develop a 140,000 square foot Independent/Assisted Living Facility on the 7.15 ± acre property. The comments generated from the Community Meeting primarily focused on the building use, impact of site lighting on surrounding single-family residential communities, and questions about other development that has taken place in this area. All concerns have been addressed by the applicant and staff through the use of the PUD zoning designation and limiting the uses of the property within the PUD Ordinance. Staff has coordinated with the applicant to ensure that the development of the property will be consistent with the surrounding residential communites both in the scale and size of the building as well as the open space standards and impervious surface ratio criteria.

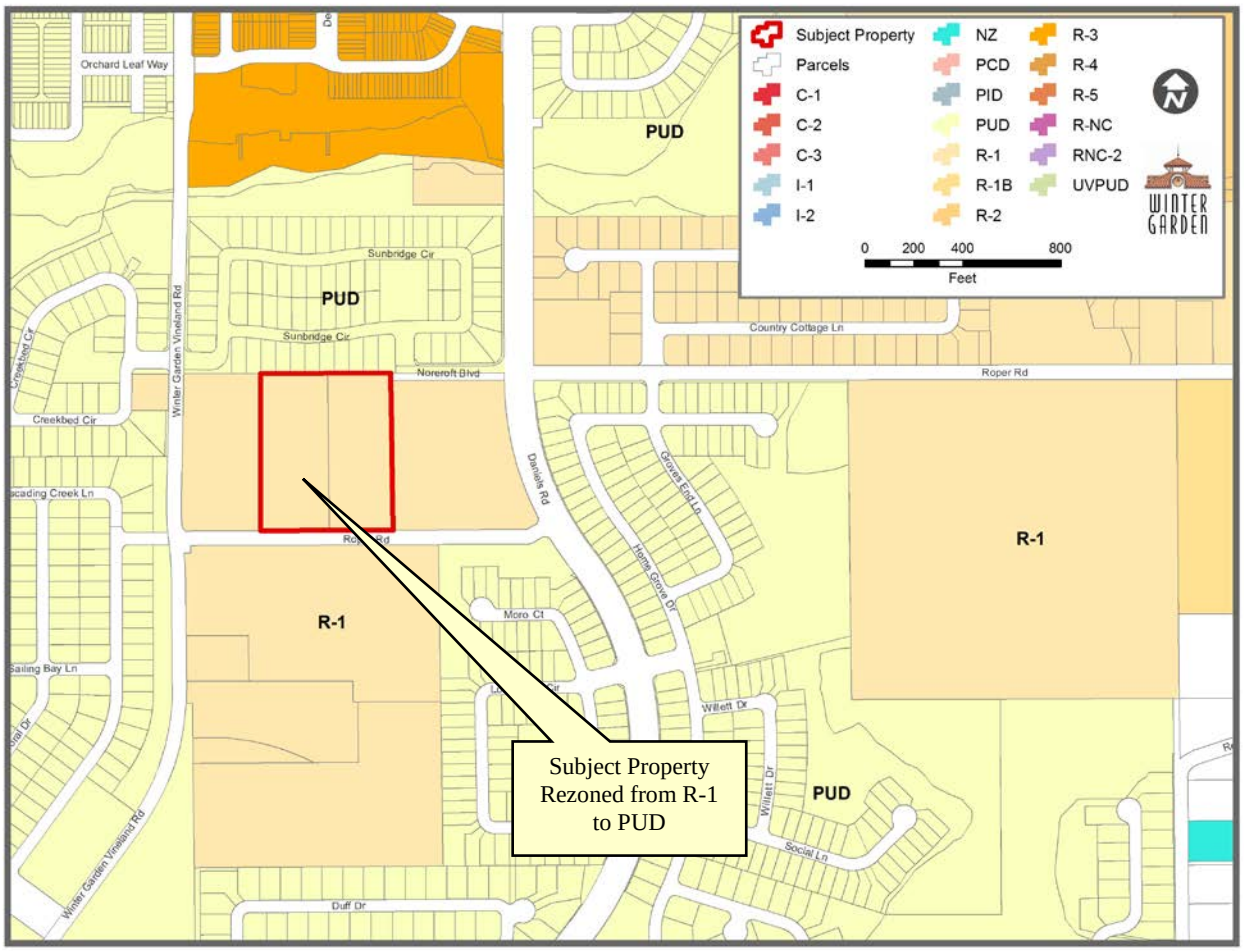
The proposed rezoning from R-1 to PUD is consistent with the City's Comprehensive Plan an dth City of Winter Garden Code of Ordinances. Staff recommends approval of the proposed Ordinance to rezone the subject property from R-1 to PUD subject to the conditions in Ordinance 15-55.

MAPS

AERIAL PHOTO
420 Roper Road



ZONING MAP
420 Roper Road



FUTURE LAND USE MAP
720 Roper Road

END OF STAFF REPORT

SERENADES BY SONATA PUD
WINTER GARDEN, FLORIDA

JUNE 2015 △1

SHEET INDEX:

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L0.02	PD LANDSCAPE PLANTING SCHEDULE, NOTES & DETAILS
L0.03	PD WALL AT MAIN DROP OFF
L0.04 △1	SHADE TREES
L0.05	PALM TREES
L0.06	ORNAMENTAL TREES
L0.07	SHRUBS
L0.08	GROUND COVER
L0.09	POND EDGE PLANTING
A.1	IL/AL EAST ELEVATION
A.2	IL/AL NORTH ELEVATION
A.3	IL/AL SOUTH ELEVATION
A.4	IL/AL WEST ELEVATION
A.5	MEDICAL OFFICE BUILDING ELEVATION

PARCEL ID: 35-22-27-0000-00-001

PARCEL ID: 35-22-27-0000-00-042 (PARTIAL)

PARCEL ID: 35-22-27-0000-00-057

DRAINAGE STATEMENT:

1. ON-SITE STORMWATER MANAGEMENT FACILITIES WILL BE PROVIDED TO MEET ST. JOHNS RIVER WATER MANAGEMENT DISTRICT (SJRWMD) AND CITY OF WINTER GARDEN REQUIREMENTS.
2. STORMWATER MANAGEMENT SYSTEM WILL COMPLY WITH SJRWMD LAKE APOPKA BASIN CRITERIA. WEKIVA RECHARGE PROTECTION BASIN RECHARGE STANDARD DOES NOT APPLY AS ON-SITE SOILS ARE NOT NRCS TYPE "A" SOILS PER THE SCS SOILS MAP.

ZONING INFORMATION:

SITE:	PUD, R-1
FRONT/EAST:	DANIELS ROAD/PUD
SIDE/NORTH:	R-1
SIDE/SOUTH:	ROPER ROAD/R-1, PUD
REAR/WEST:	R-1

CONTACT INFORMATION:

OWNER:
HEALTH CARE REIT, INC.
C/O SONATA HEALTH CARE, LLC
STEPHEN CARUSO
301 EAST PINE STREET, SUITE 730
ORLANDO, FL. 32801
PHONE: 407-286-6490
FAX: 407-412-6155
CELL: 407-383-1575
E-MAIL: SCARUSO@SONATAHC.COM

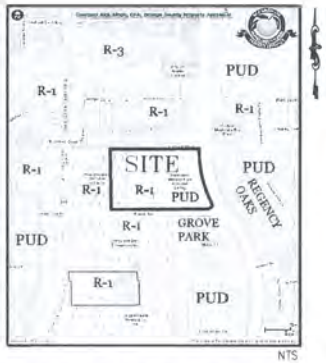
DEVELOPER:
SONATA HEALTH CARE
STEPHEN CARUSO
301 E. PINE STREET, SUITE 730
ORLANDO, FL. 32801
TEL: 407.286.6490
FAX: 407.412.6155
E-MAIL: SCARUSO@SONATAHC.COM

SURVEYOR:
BENCHMARK SURVEYING & MAPPING, INC.
BILLY JOE JENKINS, JR. PSM
557 WEST PLANT STREET
WINTER GARDEN, FL. 34787
TEL: 407.654.6183
FAX: 407.654.6184
E-MAIL: BENCHMARKSURVEYINGANDMAPPING.COM

ENGINEER:
KLIMA WEEKS CIVIL ENGINEERING, INC.
SELBY G. WEEKS, PE, LEED AP
385 DOUGLAS AVE., STE. 2100
ALTAMONTE SPRINGS, FLORIDA 32714
TEL: 407.478.8750
FAX: 407.478.8749
E-MAIL: SWEEKS@KLIMAWEEKS.COM

ARCHITECT:
THREE LIVING ARCHITECTURE
4040 N. CENTRAL EXPRESSWAY, SUITE 200
DALLAS, TX 75204
TEL: 214.559.4080
FAX: 214.559.0990

LANDSCAPE ARCHITECT:
TALLEY ASSOCIATES
1925 SAN JACINTO, SUITE 400
DALLAS, TX 75201
TEL: 214.871.7900
FAX: 214.871.7985



NTS

VICINITY & EXISTING ZONING MAP
(NORTHWEST CORNER OF THE INTERSECTION OF DANIELS ROAD & ROPER ROAD, WINTER GARDEN, FLORIDA 34787)

Property Description (Health Care Reit West Orange Property)

A parcel of land being a portion of the Northwest 1/4 and Northeast 1/4 of Section 35, Township 22 South, Range 27 East, Orange County, Florida, being more particularly described as follows:

COMMENCE at the Northeast corner of the Northwest 1/4 of Section 35, Township 22 South, Range 27 East, Orange County, Florida; thence South 89°52'01" West, along the North line of said Northwest ¼, a distance of 60.00 feet to the POINT OF BEGINNING, said point being on the West right of way line of Daniels Road according to that certain Warranty Deed recorded in Official Records Book 6608, Page 2300, Public Records of Orange County, Florida; thence South 00°11'04" East, along said West right of way line, a distance of 24.69 feet to a point of curvature of a curve concave Northeasterly, having a radius of 1260.00 feet and a central angle of 26°37'30"; thence 585.51 feet along the arc of said curve and said West right of way line to a point of reverse curvature with a curve, concave Northwesterly, having a radius of 25.00 feet and a central angle of 87°32'48"; thence Southwesterly, along the arc of said curve and right of way line, a distance of 38.20 feet to the point of tangency; thence South 60°43'30" West, along the North right of way of Roper Road according to the subdivision plat of GROVE PARK AT STONE CREST recorded in Plat Book 66, Page 46, Public Records of Orange County, Florida, a distance of 34.70 feet to a point of curvature of a curve, concave Northerly, having a radius of 20.00 feet and a central angle of 29°02'44"; thence, along the arc of said curve and Northerly right of way line of said Roper Road, a distance of 10.14 feet to the point of tangency; thence South 89°47'18" West, along the North right of way line according to that certain Warranty Deed recorded in Official Records Book 6852, Page 4525, Public Records of Orange County, Florida, a distance of 540.19 feet to a point on a line lying 523.67 feet West of and parallel to the East line of the Northeast 1/4 of said Section 35; thence North 00°48'20" West, along said line, a distance of 642.47 feet to the North line of the Northwest 1/4 of said Section 35; thence North 89°52'01" East, along said North line, a distance of 463.70 feet to the POINT OF BEGINNING.

LESS AND EXCEPT

A strip of land being thirty feet in width conveyed to the City of Winter Garden by Special Warranty Deed recorded in Official Records Book 10509, Page 1288 of the Public Records of Orange County, Florida and being more particularly described as follows:

COMMENCE at the Northeast corner of the Northwest 1/4 of Section 35, Township 22 South, Range 27 East, Orange County, Florida; thence South 89 degrees 52 minutes 01 seconds West, along the North line of said Northwest 1/4, a distance of 60.00 feet to the West right of way line of Daniels Road according to that certain Warranty Deed recorded in Official Records Book 6608, Page 2300, Public Records of Orange County, Florida and a POINT OF BEGINNING; thence continue South 89 degrees 52 minutes 01 seconds West, along the North line of said Northwest 1/4, a distance of 463.70 feet to a point on a line lying 523.67 feet West of and parallel to the East line of the Northeast 1/4 of said Section 35; thence South 00 degrees 48 minutes 20 seconds East, along said line, a distance of 30.00 feet; thence North 89 degrees 52 minutes 01 seconds East, along a line that is 30.00 feet South of and parallel to the North line of said Northwest 1/4, a distance of 463.39 feet to a point on the West right of way line of said Daniels Road, said point lying on a curve concave Easterly, having a radius of 1260.00 feet and a central angle of 00 degrees 14 minutes 29 seconds; thence, from a tangent bearing of North 00 degrees 25 minutes 33 seconds West, along the arc of said curve and said right of way line, 5.31 feet to a point of tangency; thence, continuing along said right of way line, North 00 degrees 11 minutes 04 seconds West a distance of 24.69 feet to the POINT OF BEGINNING.

Property Description (Proffer Property)

A parcel of land being a portion of the North 1/2 of the Northeast 1/4 of the Northwest 1/4 of Section 35, Township 22 South, Range 27 East, Orange County, Florida, being more particularly described as follows:

COMMENCE at the Northeast corner of the Northwest 1/4 of Section 35, Township 22 South, Range 27 East, Orange County, Florida; thence South 89°52'01" West, along the North line of said Northwest ¼, a distance of 523.70 feet to a point on a line lying 523.67 feet West of and parallel to the East line of the Northeast 1/4 of said Section 35 and POINT OF BEGINNING; thence South 00°48'20" East, along said line lying 523.67 feet West of and parallel to the East line of the Northeast 1/4, a distance of 642.47 feet to the North right of way line of Roper Road according to that certain Warranty Deed recorded in Official Records Book 6852, Page 4525, Public Records of Orange County, Florida; thence South 89°47'18" West, along said right of way line, a distance of 259.51 feet to a point on the West line of the East 259.50 feet of a parcel of land described in that certain Warranty Deed recorded in Official Records Book 6002, Page 1336 of the Public Records of Orange County, Florida; thence North 00°48'20" West, along said line, a distance of 642.78 feet to the North line of the Northwest 1/4 of said Section 35; thence North 89°52'01" East, along said North line, a distance of 259.51' feet to the POINT OF BEGINNING.

Property Description (New Horizons Christian Church Property)

A parcel of land being a portion of the North 1/2 of the Northeast 1/4 of the Northwest 1/4 of Section 35, Township 22 South, Range 27 East, Orange County, Florida, being more particularly described as follows:

COMMENCE at the Northeast corner of the Northwest 1/4 of Section 35, Township 22 South, Range 27 East, Orange County, Florida; thence South 89°52'01" West, along the North line of said Northwest ¼, a distance of 783.21 feet to a point on the East line of a parcel of land described in that certain Corrective Quit Claim Deed recorded in Official Records Book 9954, Page 4460, Public Records of Orange County, Florida and POINT OF BEGINNING; thence South 00°48'20" East, along said East line, a distance of 642.78 feet to the North right of way line of Roper Road according to that certain Warranty Deed recorded in Official Records Book 6852, Page 4525, Public Records of Orange County, Florida; thence South 89°47'18" West, along said right of way line, a distance of 212.01 feet to a point on the West line of the East 212.00 feet of said parcel of land described in Corrective Quit Claim Deed; thence North 00°48'20" West, along said West line, a distance of 643.02 feet to the North line of the Northwest 1/4 of said Section 35; thence North 89°52'01" East, along said North line, a distance of 212.01' feet to the POINT OF BEGINNING.

ALLOWABLE USES:

PRIMARY RESIDENTIAL USES:	ASSISTED LIVING FACILITY, INDEPENDENT LIVING FACILITY, MEMORY CARE/NURSING HOME
NON-RESIDENTIAL USES:	HOSPICE, MEDICAL OFFICE.

FLOOD ZONE:

SUBJECT PROPERTY LIES WITHIN ZONE X, AREA DETERMINED TO BE OUTSIDE THE 0.2% ANNUAL CHANCE FLOODPLAIN, ACCORDING TO THE NATIONAL FLOOD INSURANCE PROGRAM RATE MAP, COMMUNITY-PANEL NUMBER 12095C0215F, DATED SEPTEMBER 25, 2009.

Klima Weeks CIVIL ENGINEERING
385 Douglas Avenue, Ste 2100
Altamonte Springs, FL 32714
Telephone 407.478.8750
Facsimile 407.478.8749
Certificate of Authorization No.: 9236

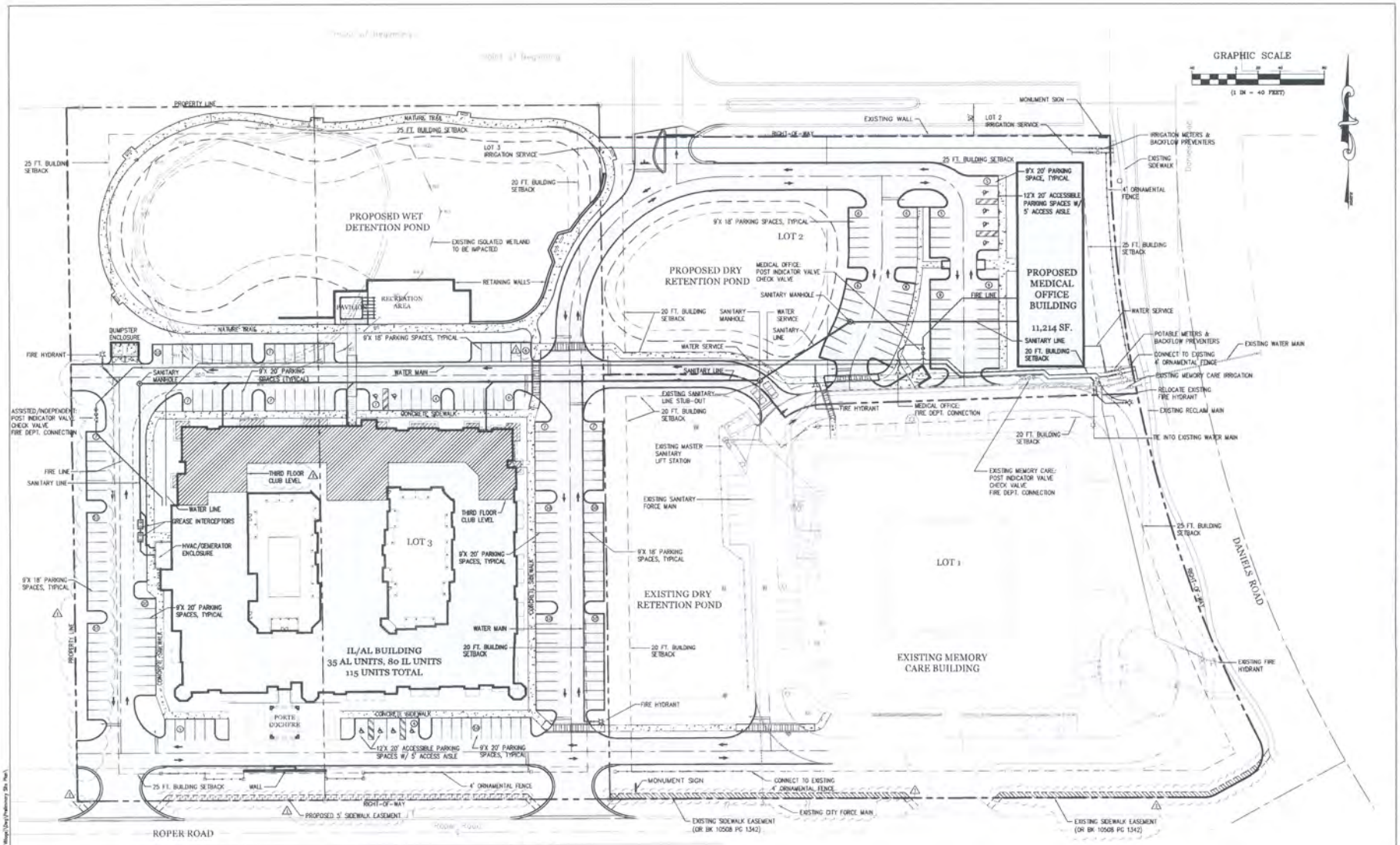
Selby G. Weeks 55601

SERENADES BY SONATA PUD
WINTER GARDEN, FLORIDA
COVER SHEET

revision	description	date
△1	City Comments	6/17/15
△		
△		
△		
△		
△		

drawn by:	KVZ
checked by:	SGW
date:	4/27/15
plot scale:	AS SHOWN
project number:	14SONA6003
file name:	

C000



SITE DATA:

EXTERNAL SITE LIGHTING:
SITE LIGHTING SHALL BE PROVIDED IN ACCORDANCE WITH CITY OF WINTER GARDEN CODE, SECTIONS 118: 1536-1538

UTILITY STATEMENT:
THE UTILITY DESIGN SHOWN HEREON IS PRELIMINARY FOR ILLUSTRATIVE PURPOSES AND IS SUBJECT TO CHANGE DURING FINAL DESIGN.

DELIVERIES:
NO DELIVERIES BETWEEN 9 PM AND 7 AM.

LOT 1 DATA:

BUILDING INFORMATION (EXISTING):
37,356 SF. - 45 UNIT, 56 BED MEMORY CARE FACILITY
BUILDING HEIGHT - 26 FT. (ONE STORY)
TOWER ELEMENT - 35 FT.

PARKING CALCULATION:
BASIS: 1 SPACE/ 2 PATIENT BEDS

REQUIRED: 56 BED X 1 SPACE/2 BEDS= 28 SPACE
PROVIDED: 54 STANDARD + 4 ACCESSIBLE= 58 SPACES

LOT 2 DATA:

BUILDING INFORMATION:
11,214 SF. MEDICAL OFFICE
MAXIMUM BUILDING HEIGHT - 30 FT. (ONE STORY)

MINIMUM PARKING REQUIREMENTS:
BASIS: MEDICAL OFFICE - 3 SPACES/1,000 SF.
REQUIRED: 3 SPACES X 11,214/1,000 = 34
PROVIDED: 52 STANDARD + 4 ACCESSIBLE = 56 SPACES

ESTIMATED SCHEDULE:
START CONSTRUCTION - APRIL 2016
COMPLETE CONSTRUCTION - NOVEMBER 2016

LOT 3 DATA:

BUILDING INFORMATION:
115 UNIT ASSISTED/ INDEPENDENT LIVING FACILITY
MAXIMUM BUILDING HEIGHT - 45 FT. (THREE STORY)

ESTIMATED SCHEDULE:
START CONSTRUCTION - SEPTEMBER 2015
COMPLETE CONSTRUCTION - NOVEMBER 2016

MINIMUM PARKING REQUIREMENTS:
PROPOSED BASIS:
IL: 1 SPACE PER UNIT
AL: 0.7 SPACES PER UNIT
PLUS 1 SPACE PER STAFF DURING PEAK STAFFING

THEREFORE:
IL UNITS= 80, AL UNITS= 35, STAFF= 35
(1 SPACE X 80 UNITS) + (0.7 SPACES X 35 UNITS) + (1 SPACE X 35 STAFF)= 140
REQUIRED PARKING = 140 SPACES

PROVIDED: 153 STANDARD + 6 ACCESSIBLE = 159 SPACES △1

Klima Weeks CIVIL ENGINEERING
385 Douglas Avenue, Ste 2100
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Telephone 407.478.8750
Facsimile 407.478.8749
Certificate of Authorization No. 9231

Selby G. Weeks 56901

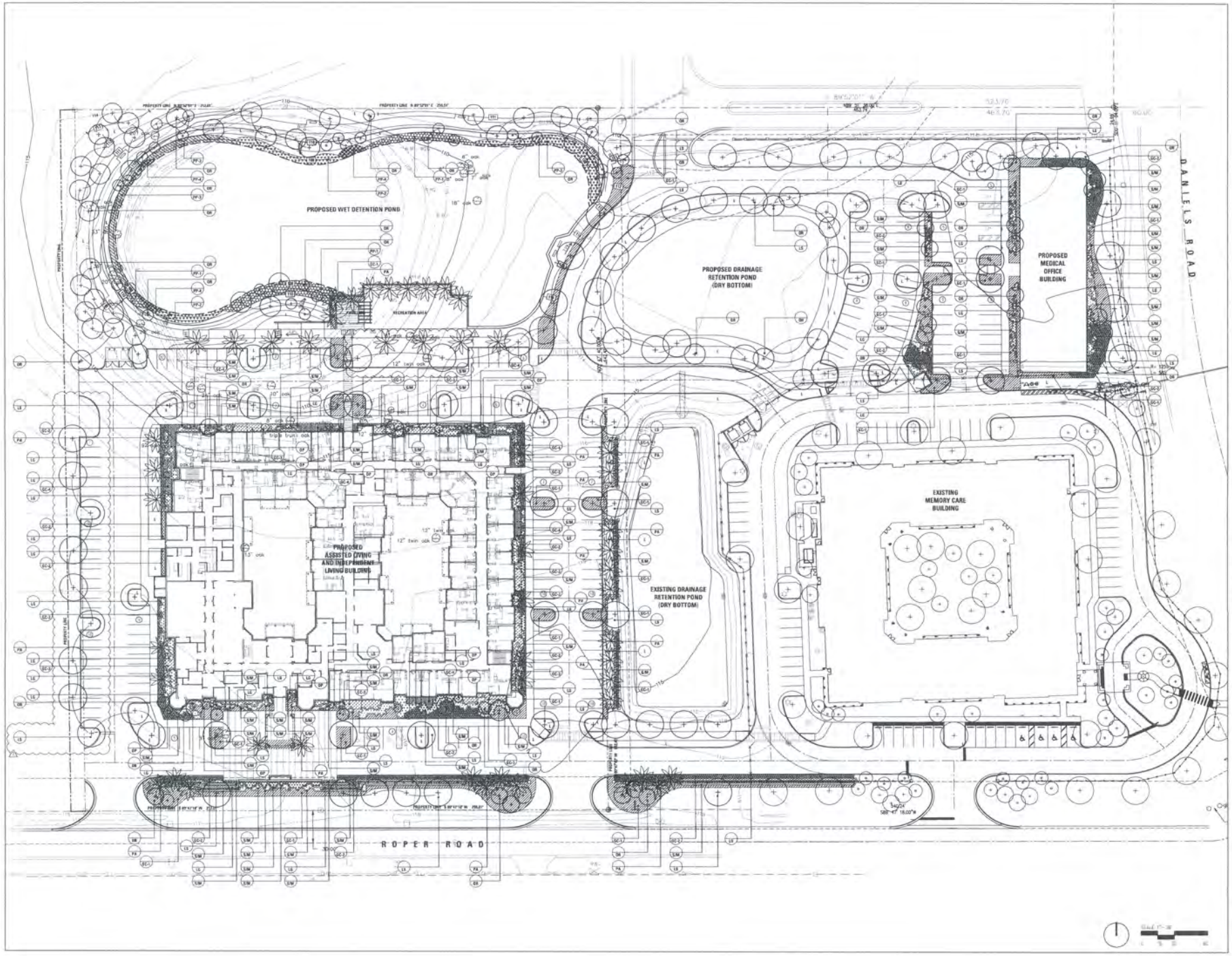
SERENADES BY SONATA PUD
WINTER GARDEN, FLORIDA
DEVELOPMENT SITE & UTILITY PLAN

revision	description	date
△1	City Comments	6/17/15
△		
△		
△		
△		
△		

drawn by: KVZ
checked by: SGW
date: 4/27/15
plot scale: AS SHOWN
project number: 14SONA003
file name:

C100

Filename : C100 SITE PLAN - MC Health Village.dwg Plot Date : Jun. 17, 2015 11:36am
File Location : S:\Projects\Land Projects 2014\14SONA003 (MC Health Village)\Dwg\Preliminary Site Plan\



three living architecture

design that lifts the human spirit

Talley Associates

Serenades By Sonata P.U.D.

420 Roper Road
Winter Garden, FL 34787

Revision	Description	Date
1	City Comments	6/17/15

PROJECT NO. 14013
DATE April 27, 2015
SCALE

OWNER
SONATA SENIOR LIVING

PHASE

SHEET DESCRIPTION
PD LANDSCAPE PLANTING PLAN

SHEET NUMBER
L0.01

Digital File

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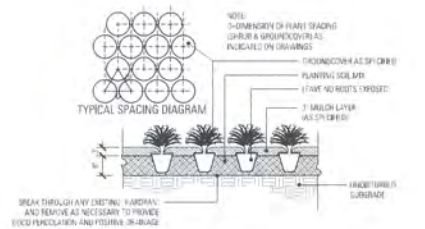
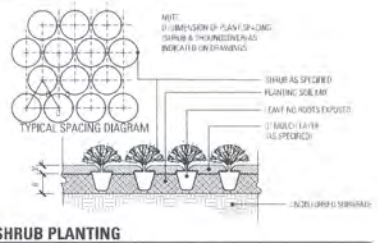
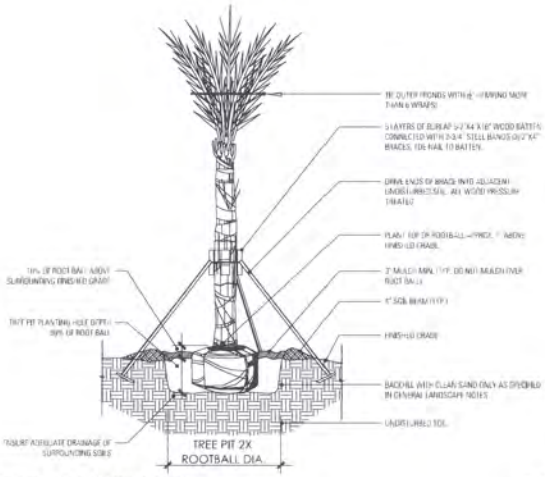


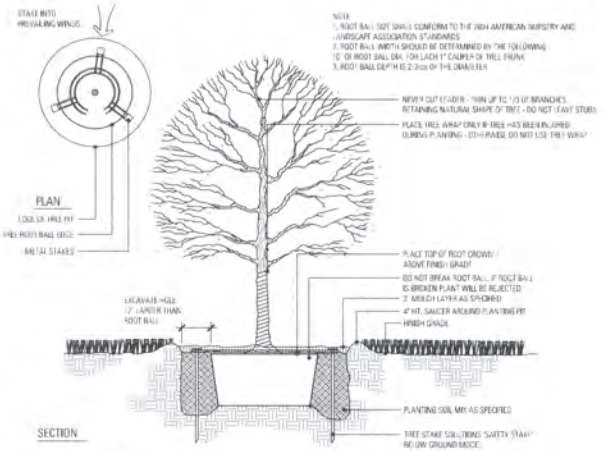
4 **GROUNDCOVER PLANTING**
NTS



3 **SHRUB PLANTING**
NTS



2 **PALM PLANTING DETAIL**
N.T.S.



1 **TREE PLANTING DETAIL**
Scale: 1"=1'-0"

GENERAL NOTES FOR LANDSCAPE PLANTING

1. All base information provided by others, contractor shall field verify all information prior initiating planting installation.
2. Contractor shall notify all pertinent utility companies 48 hours minimum prior to digging for verification of all underground utilities. Plans are prepared according to the best information available at the same of preparing these documents.
3. The contractor shall become completely familiar with existing site conditions prior to beginning installation. All existing site improvements, paving, landscape, lighting, and other site elements to remain shall be protected from damage unless otherwise noted.
4. Unless otherwise noted, the limits of construction are the clearing limits noted on the plans.
5. The contractor shall report any discrepancies between the construction drawings and actual field conditions to the Owner's representative immediately.
6. The contractor shall coordinate all work with related contractors and with the general construction of the project in order to not impede the progress of work of others or the contractor's own work.
7. Contractor shall be responsible to remove all existing ground covers for all new planting beds by approved means prior to planting installation. Contractor shall be responsible to replace all portions of existing planting or lawn areas indicated to remain while completing new planting installation work with same kind of plants or grass to the satisfaction of the owner at no additional cost.
8. The contractor shall bear all cost associated with soil testing and soil amendments as required as a result of the soil testing laboratory's recommendations. Prior to initiating installation the contractor shall provide soil test for at least two on-site locations.
9. All plant container sizes noted on the plant list are minimum. Increase size of containers if necessary to conform to the plant size and specifications.
10. All trees shall have six (6) clear trunks unless otherwise noted on the plant list. Any tree trunk with a "V" shaped crotch will be rejected. All tree caliper (Cal.) sizes noted on the plant list are minimum. Increase size if necessary to conform to specified plant size in the plant list.
11. **Erosion control fabric shall be installed in a shrub and groundcover planting areas as per the details and/or specifications for all slopes that are greater that 3:1 (slopes 1' vertical for every 3' horizontal).**
12. Shrub and ground cover plantings are typically shown on the plans in mass planting beds. Plants shall be set in a triangular spacing pattern (staggered spacing). Plant center to center dimensions (O.C.) are indicated in the plant list.
13. Landscape Contractor shall field adjust the location of plant material as necessary to avoid damage to existing trees and understory vegetation to remain, underground and above ground utilities and all other above ground elements. All changes required shall be coordinated with the Owner's Representative and the Landscape Architect prior to initiating any changes.
14. Any substitutions to plant material, size, or type must be approved by the Landscape Architect prior to installation. Landscape Contractor shall not make any substitutions or alterations to the landscape planting plans or plant list & materials without the prior approval of the Landscape Architect and Owner's Representative. Any Landscape Planting installed that does not conform to the plans, plant list and specifications shall be replaced immediately to the satisfaction of the Owner's Representative and Landscape Architect.
15. Contractor shall be responsible for hand watering as required to maintain and establish all planting (new, existing to be relocated, and existing plants to remain while irrigation system is being installed or repaired) to supplement irrigation and rainfall. The irrigation system is designed to maintain the landscape plantings and not establish them. The contractor is responsible for hand watering all planting areas, regardless of the status of existing or proposed irrigation systems.
16. Contractor shall clean the work areas at the end of each working day. Landscape rubbish and debris shall be collected and deposited off-site daily. All material, products, and equipment stored on-site shall be kept in an organized manner daily.
17. Contractor shall re-grade all areas disturbed by plant removal, relocation, and/or form installation work. The contractor shall replace by equal size and quality any and all existing plant material disturbed or damaged by planting removal, relocation, and/or installation.
18. Existing trees or other plant material indicated on the plans to be relocated shall be handled, cared for, and maintained as new plantings. The contractor is responsible for any required root pruning, wrapping, tree spading or ball and burlapping, additional supplemental hand watering, irrigation misters installed at the tree canopy, or any other sound horticultural practice required to ensure the survival of all relocated plant material.
19. The contractor shall refer to the landscape planting details, specifications, plant list and plans for further and complete planting installation instructions.
20. Landscape Contractor shall fully familiarize himself / herself with the project prior to bidding the work.
21. For site grading and contour information, existing vegetation to remain, buildings and other site feature locations and the location of all above and below ground utilities see the most current and up to date architectural, civil, electrical, structural and mechanical engineering drawings as provided by the Owner or Owner's Representative. Field locate all underground utilities, existing vegetation to remain and other obstructions and coordinate with Owner's Representative prior to initiating any Landscape Planting or Irrigation installation work. Landscape Contractor shall be responsible for repairing or replacing any damage committed to existing or proposed elements above or below ground to its original condition and to the satisfaction of the Owner and Owner's Representative.
22. Landscape Contractor shall field stake the location of all plant material and edges of planting beds for the review and approval by the Landscape Architect prior to initiating any installation of the landscape plantings.
23. Landscape Contractor shall coordinate work with the Irrigation Contractor and all other trades as required.

GENERAL NOTES FOR IRRIGATION

1. An irrigation system will be provided that provides 100% head to head coverage.
2. The irrigation system will include a rain shut-off device.
3. An irrigation plan will be provided with the Final Development Plan.

PLANT LIST

	SYM.	PLANT TYPE
TREES		
	LS	Large Shade Tree
	DR	Ornamental Tree
	PA	Palm Tree
	OP	Ornamental Palm Tree
SHRUBS / PERENNIALS		
	LG	Large Shrub
	S/M	Small/Medium Shrub
GROUNDCOVER & VINES		
	GC-1	Groundcover 1
	GC-2	Groundcover 2
	GC-3	Groundcover 3
	GC-4	Groundcover 4
POND AREA PLANTING		
	PP-1	Pond Area Planting 1
	PP-2	Pond Area Planting 2
	PP-3	Pond Area Planting 3
	PP-4	Pond Area Planting 4
LAWN & GRASSES		
	L	Lawn

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Serenades By Sonata P.U.D.
420 Roper Road
Winter Garden, FL 34787

PROJECT NO. 14013
DATE April 27, 2015

OWNER SONATA SENIOR LIVING

SHEET DESCRIPTION PD LANDSCAPE PLANTING SCHEDULE, NOTES AND DETAILS

SHEET NUMBER **L0.02**

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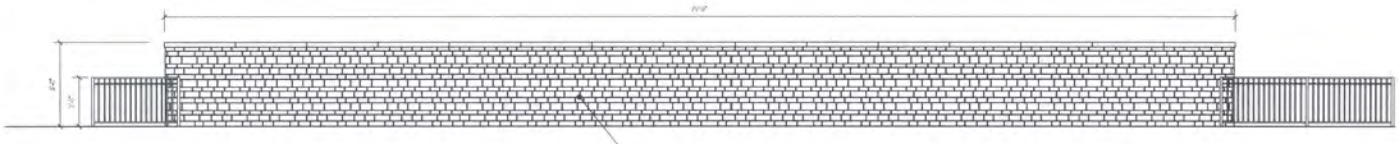
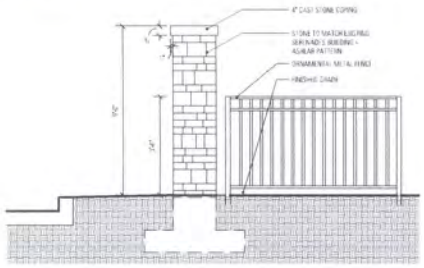
PLAN



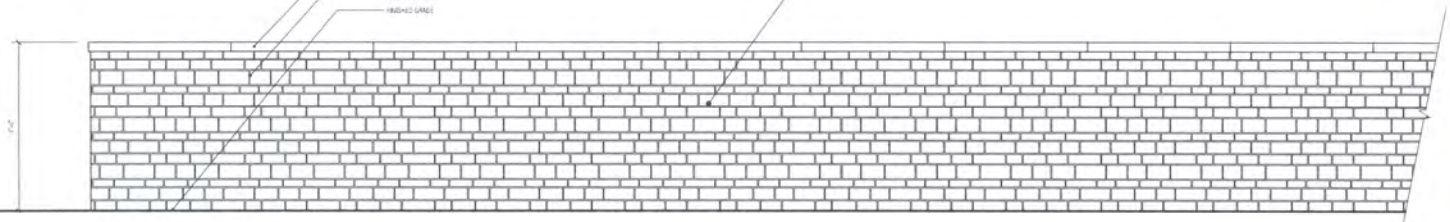
SOUTH ELEVATION

2 WALL AT MAIN DROPOFF
SCALE: 1/4" = 1'-0"



END ELEVATION

NOTE: IDENTITY SIGNAGE TO BE MOUNTED TO WALL. SIGNAGE TO BE DESIGNED IN COMPLIANCE WITH CITY OF WINTER GARDEN REQUIREMENTS



PARTIAL SOUTH ELEVATION

1 WALL AT MAIN DROPOFF - ENLARGED PARTIAL ELEVATIONS
SCALE: 1/2" = 1'-0"

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TolleyAssociates
Landscape Architecture
Planning
Urban Design

Serenades By Sonata P.U.D.

420 Roper Road
Winter Garden, FL 34787

PROJECT NO.: 14013
DATE: May 28, 2015
SEAL:

OWNER: SONATA SENIOR LIVING

PHASE:

SHEET DESCRIPTION: PD WALL AT MAIN DROPOFF

SHEET NUMBER: **L0.03**

Digital File:

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Serenades by Sonata PUD

orlando, florida

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may 28, 2015

sonata west orange campus

east elevation

A.1

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design that lifts the human spirit

Serenades by Sonata PUD

orlando, florida

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may 28, 2015

sonata west orange campus

north elevation

A.2

three living architecture

design that lifts the human spirit

Serenades by Sonata PUD

orlando, florida

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may 28, 2015

sonata west orange campus

south elevation

A.3

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orlando, florida

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sonata west orange campus

west elevation

A.4

three living architecture

design that lifts the human spirit

© three 2015
may 28, 2015

Serenades by Sonata PUD
orlando, florida

sonata at west orange - medical office buiding
perspective view

A.5

three living architecture
design that lifts the human spirit

THE CITY OF WINTER GARDEN

CITY COMMISSION AGENDA ITEM

From: Steve Pash, Community Development Manager

Via: City Manager Mike Bollhoefer

Date: September 3, 2015 **Meeting Date:** September 10, 2015

Subject: 640 Tildenville School Road
Annexation, FLU Amendment, & Zoning
Ordinance 15-57
Ordinance 15-58
Ordinance 15-59
PARCEL ID# 21-22-27-0000-00-104

Issue: The owner is requesting voluntary annexation, initial zoning of R-1, and a Future Land Use of Low Density Residential for the property located at 640 Tildenville School Road.

Discussion:

The owner of the property located at 640 Tildenville School Road is requesting annexation into the City of Winter Garden to build a new single-family house and connect to City services.

Recommended Action:

Staff recommends approval of Ordinance 15-57, Ordinance 15-58, and Ordinance 15-59.

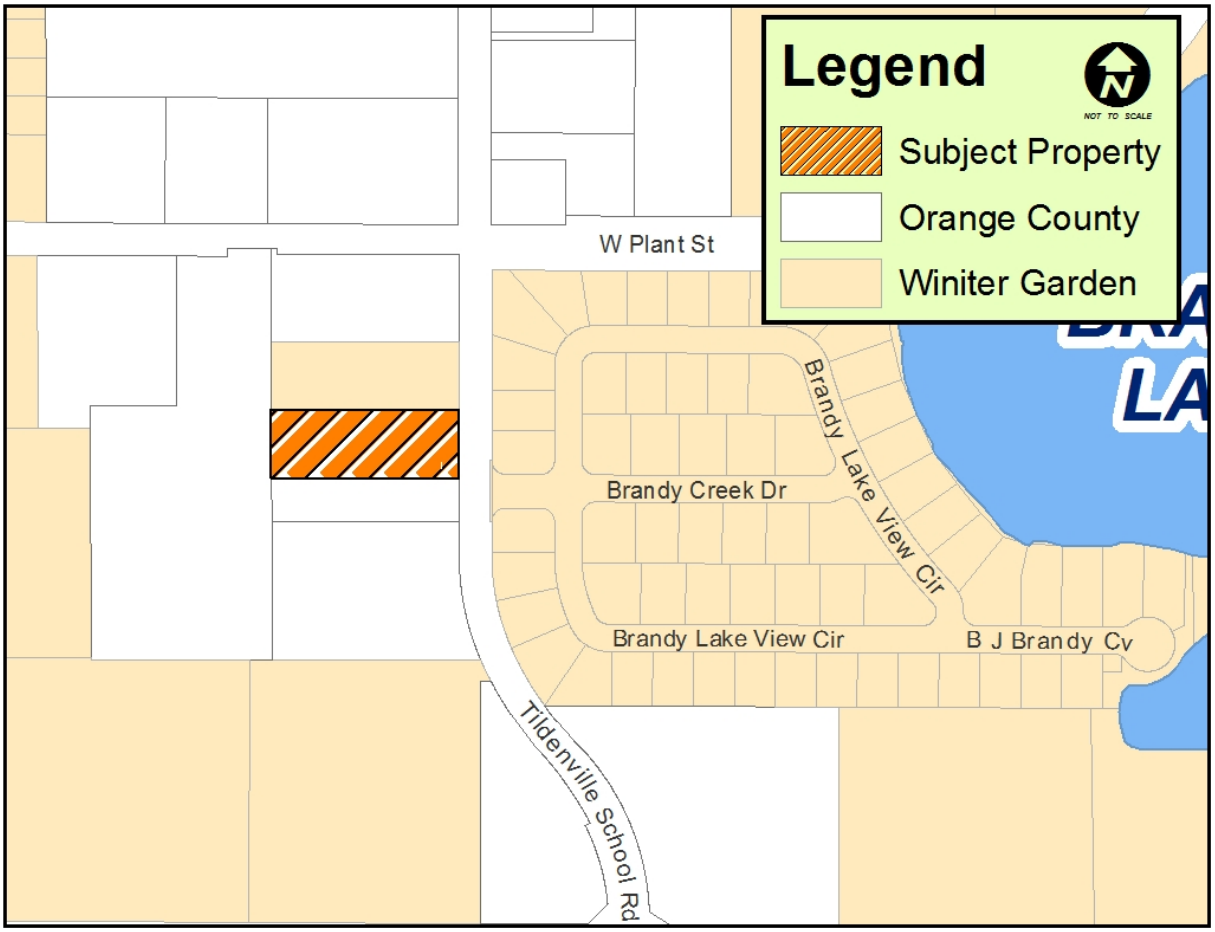
Attachment(s)/References:

Location Map
Ordinance 15-57
Ordinance 15-58
Ordinance 15-59
Staff Report

LOCATION MAP

640 Tildenville School Road

<u>ANNEXATION, FLU MAP AMENDMENT, REZONING</u>



ORDINANCE 15-57

AN ORDINANCE OF THE CITY OF WINTER GARDEN, FLORIDA PROVIDING FOR THE ANNEXATION OF CERTAIN ADDITIONAL LANDS GENERALLY DESCRIBED AS APPROXIMATELY 0.99 ± ACRES WITH PARCEL ID NUMBER 21-22-27-0000-00-104 LOCATED ON THE WEST SIDE OF TILDENVILLE SCHOOL ROAD NORTH OF WEST COLONIAL DRIVE AND SOUTH OF EAST OAKLAND AVENUE INTO THE CITY OF WINTER GARDEN FLORIDA; REDEFINING THE CITY BOUNDARIES TO GIVE THE CITY JURISDICTION OVER SAID PROPERTY; PROVIDING FOR SEVERABILITY; PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, the owner of the land, generally described as approximately 0.99 ± acres with Parcel ID Number 21-22-27-0000-00-104 located on the west side of Tildenville School Road, north of West Colonial Drive and south of East Oakland Avenue and legally described in Section 2 of this Ordinance, which land is reasonably compact and contiguous to the corporate limits of the City of Winter Garden, Florida ("City"), has, pursuant to the prerequisites and standards set forth in § 171.044, Fla. Stat., petitioned the City Commission for voluntary annexation;

WHEREAS, the petition for voluntary annexation referenced herein bears the signatures of all owners of the property or properties described in Section 2 of this Ordinance (*i.e.*, the property or properties to be annexed); and

WHEREAS, the City has determined that the property described in Section 2 of this Ordinance is located in an unincorporated area of the County and that annexation of such property will not result in the creation of an enclave.

BE IT ENACTED BY THE CITY OF WINTER GARDEN, FLORIDA:

SECTION 1: *Annexation.* That the City Commission through its Planning and Zoning Board has conducted an investigation to determine whether the described property meets the prerequisites and standards set forth in Chapter 171, Fla. Stat. and has held a public hearing and said petition and made certain findings.

SECTION 2: *Description of Area Annexed.* That, after said public hearing and having found such petition meets said prerequisites and standards, the property legally defined in ATTACHMENT "A" and graphically shown in ATTACHMENT "B" shall be annexed into the City of Winter Garden, Florida.

SECTION 3: *Effect of Annexation.* That the City of Winter Garden, Florida, shall have all of the power, authority, and jurisdiction over and within the land as described in Section 2 hereof, and the inhabitants thereof, and property therein, as it does and have

over its present corporate limits and laws, ordinances, and resolutions of said City shall apply and shall have equal force and effect as if all territory had been part of said City at the time of the passage of such laws, ordinances, and resolutions.

SECTION 4: *Apportionment of Debts and Taxes.* Pursuant to § 171.061, Fla. Stat., the area annexed to the City shall be subject to all taxes and debts of the City upon the effective date of annexation. However, the annexed area shall not be subject to municipal ad valorem taxation for the current year if the effective date of the annexation falls after the City levies such tax.

SECTION 5: *Instructions to Clerk.* Within seven (7) days following the adoption of this Ordinance, the City Clerk or his/her designee is directed to file a copy of this ordinance, including ATTACHMENT "A" hereto, with the clerk of the circuit court and the chief administrative officer of Orange County as required by § 171.044(3), Fla. Stat.

SECTION 6: *Severability.* Should any portion of this Ordinance be held invalid, then such portions as are not declared invalid shall remain in full force and effect.

SECTION 7: *Effective Date.* This Ordinance shall become effective upon adoption at its second reading.

FIRST READING AND PUBLIC HEARING: _____ , 2015.

SECOND READING AND PUBLIC HEARING: _____ , 2015.

ADOPTED this _____ day of _____, 2015, by the City Commission of the City of Winter Garden, Florida.

APPROVED:

_____
JOHN REES, Mayor/Commissioner

ATTEST:

_____
KATHY GOLDEN, City Clerk

ATTACHMENT "A"

LEGAL DESCRIPTION

PARCEL ID#: 21-22-27-0000-00-104

DESCRIPTION:

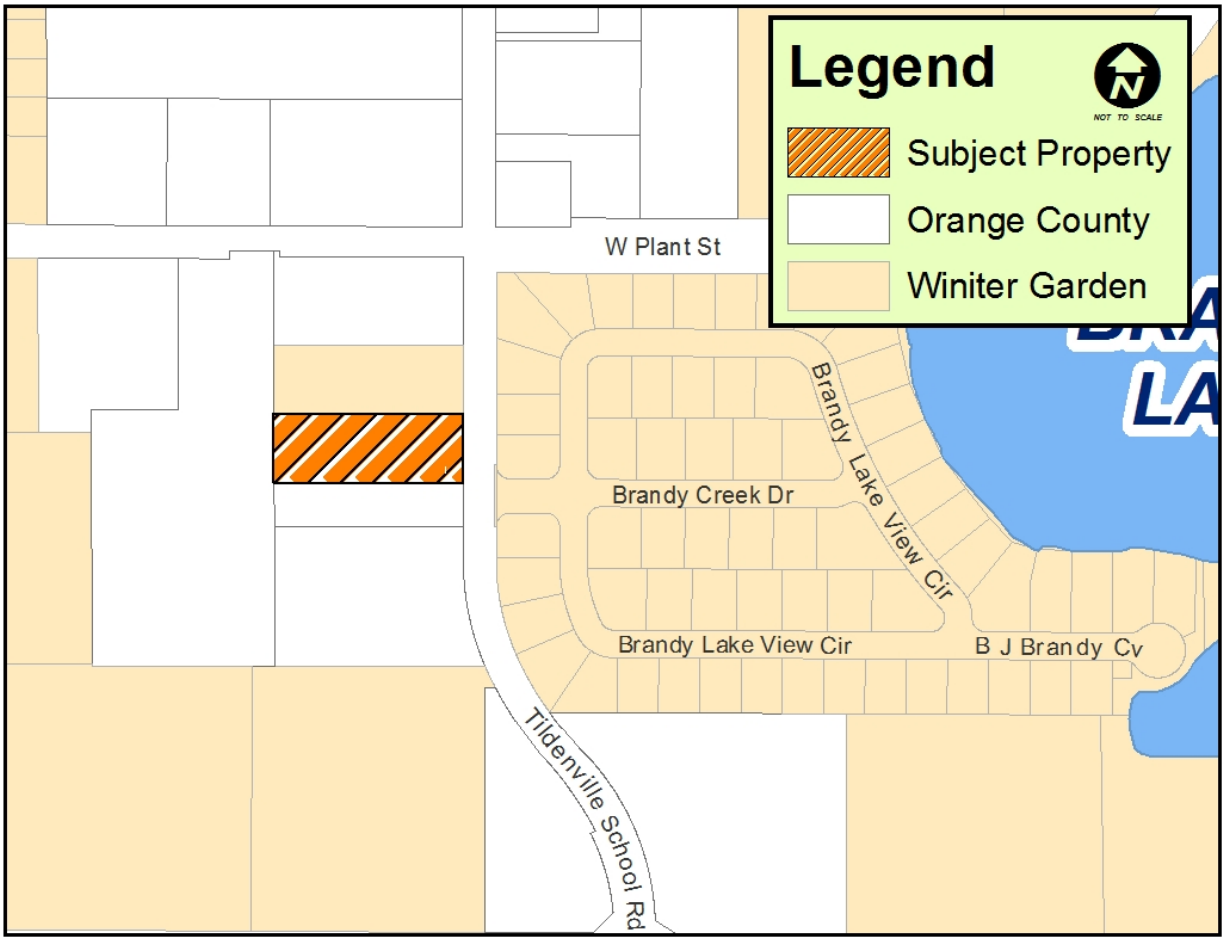
Commence 663.20 feet West and 552.20 feet North of the Southeast corner of Section 21, Township 22 South, Range 27 East, Orange County, Florida; thence run North 333.00 feet to the POINT OF BEGINNING; thence continue North 125.00 feet; thence run East 341.02 feet to the West right-of-way line of Tildenville School Road; thence South along said right-of-way 125.00 feet; thence run West 341.08 feet to the POINT OF BEGINNING.

Containing 0.99 acres, more or less.

ATTACHMENT "B"

LOCATION MAP

PARCEL ID#: 21-22-27-0000-00-104



ORDINANCE 15-58

AN ORDINANCE OF THE CITY OF WINTER GARDEN, FLORIDA AMENDING THE FUTURE LAND USE MAP OF THE WINTER GARDEN COMPREHENSIVE PLAN BY CHANGING THE LAND USE DESIGNATION OF REAL PROPERTY GENERALLY DESCRIBED AS 0.99 ± ACRES WITH PARCEL ID NUMBER 21-22-27-0000-00-104 LOCATED ON THE WEST SIDE OF TILDENVILLE SCHOOL ROAD NORTH OF WEST COLONIAL DRIVE AND SOUTH OF EAST OAKLAND AVENUE FROM ORANGE COUNTY LOW DENSITY RESIDENTIAL TO CITY LOW DENSITY RESIDENTIAL; PROVIDING FOR SEVERABILITY; PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, on the 13th of June, 1991, the City Commission of the City of Winter Garden adopted Ordinance 91-16 which adopted a new Comprehensive Plan for the City of Winter Garden, and on the 24th of June, 2010, the City Commission of the City of Winter Garden adopted Ordinance 10-19 readopting and amending the Comprehensive Plan for the City of Winter Garden;

WHEREAS, the owner of that certain real property generally described as approximately 0.99 ± acres with Parcel ID Number 21-22-27-0000-00-104 located on the west side of Tildenville School Road, north of West Colonial Drive and south of East Oakland Avenue, and legally described in ATTACHMENT “A” (the “Property”) has petitioned the City to amend the Winter Garden Comprehensive Plan to change the Future Land Use classification from Orange County Low Density Residential to City Low Density Residential; and

WHEREAS, the City of Winter Garden's Local Planning Agency and City Commission have conducted the prerequisite advertised public hearings pursuant to Chapter 163, Florida Statutes, regarding the adoption of this ordinance; now, therefore,

BE IT ENACTED BY THE CITY OF WINTER GARDEN, FLORIDA:

SECTION I. *FLUM Amendment.* The City of Winter Garden hereby amends the Future Land Use Map of the City of Winter Garden Comprehensive Plan by designating the aforesaid Property to City Low Density Residential as set forth in ATTACHMENT "B".

SECTION II. *Effective Date.* Provided that the Property described herein is annexed into the City of Winter Garden pursuant to Ordinance 15-57, this Ordinance shall become effective 31 days after adoption, unless the Ordinance is timely challenged pursuant to § 163.3187(5), Fla. Stat., in which case, the Ordinance shall not be effective until the state

land planning agency or the Administrative Commission, respectively, issues a final order determining that the adopted Ordinance is in compliance.

SECTION III. *Severability.* Should any portion of this Ordinance be held invalid, then such portions as are not declared invalid shall remain in full force and effect.

FIRST READING AND PUBLIC HEARING: _____ , 2015.

SECOND READING AND PUBLIC HEARING: _____ , 2015.

ADOPTED this _____ day of _____, 2015, by the City Commission of the City of Winter Garden, Florida.

APPROVED:

_____
JOHN REES, Mayor/Commissioner

ATTEST:

_____
KATHY GOLDEN, City Clerk

ATTACHMENT "A"

LEGAL DESCRIPTION

PARCEL ID#: 21-22-27-0000-00-104

DESCRIPTION:

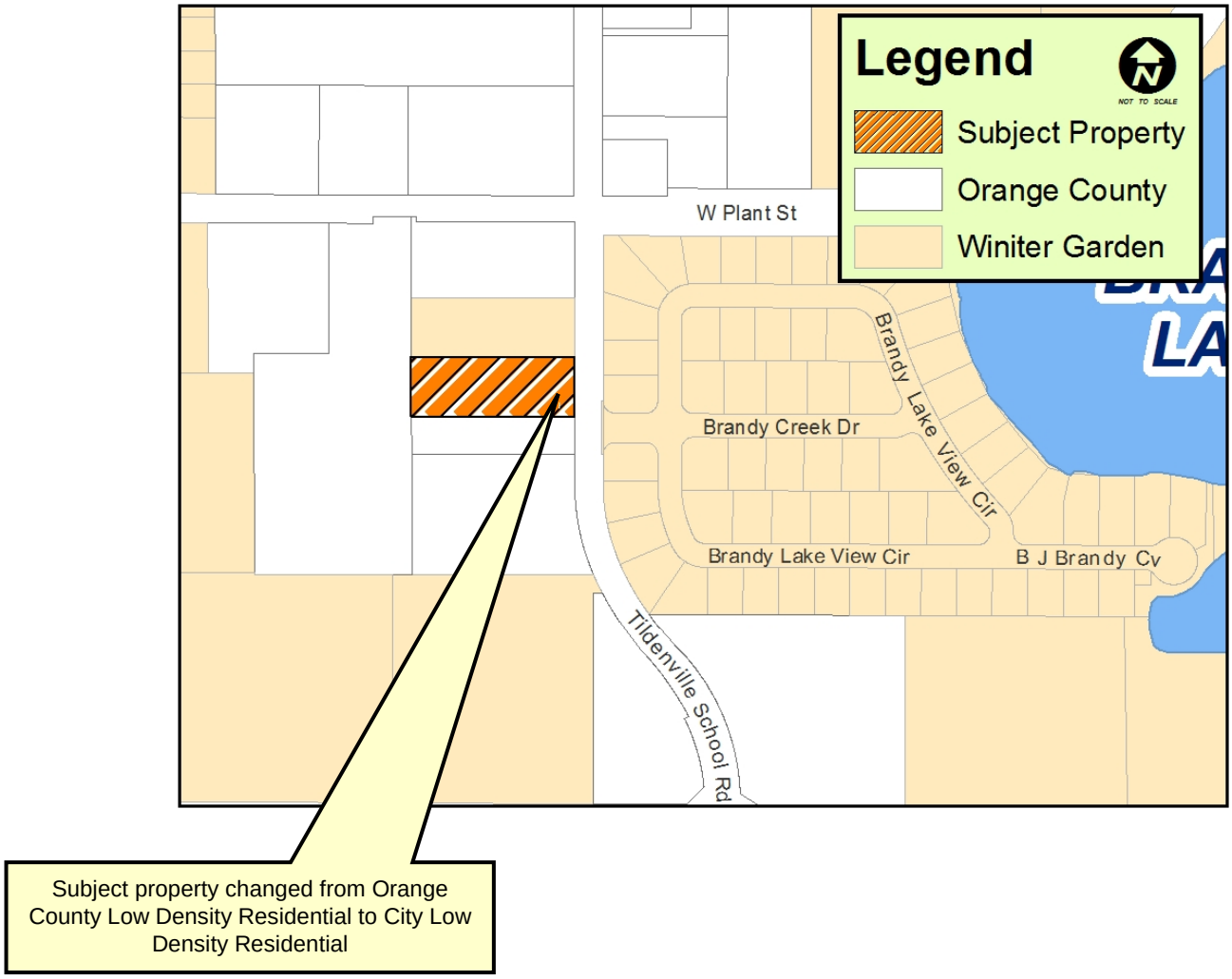
Commence 663.20 feet West and 552.20 feet North of the Southeast corner of Section 21, Township 22 South, Range 27 East, Orange County, Florida; thence run North 333.00 feet to the POINT OF BEGINNING; thence continue North 125.00 feet; thence run East 341.02 feet to the West right-of-way line of Tildenville School Road; thence South along said right-of-way 125.00 feet; thence run West 341.08 feet to the POINT OF BEGINNING.

Containing 0.99 acres, more or less.

ATTACHMENT "B"

FUTURE LAND USE MAP

PARCEL ID#: 21-22-27-0000-00-104



ORDINANCE 15-59

AN ORDINANCE OF THE CITY OF WINTER GARDEN, FLORIDA REZONING APPROXIMATELY 0.99 ± ACRES WITH PARCEL ID NUMBER 21-22-27-0000-00-104 LOCATED ON THE WEST SIDE OF TILDENVILLE SCHOOL ROAD NORTH OF WEST COLONIAL DRIVE AND SOUTH OF EAST OAKLAND AVENUE FROM ORANGE COUNTY A-1 AGRICULTURAL DISTRICT TO CITY R-1 SINGLE-FAMILY RESIDENTIAL DISTRICT; PROVIDING FOR SEVERABILITY; PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, the owner of that certain real property generally described as 0.99 ± with Parcel ID Number 21-22-27-0000-00-104 located on the west side of Tildenville School Road, north of West Colonial Drive and south of East Oakland Avenue, and legally described in Section 1 of this ordinance has petitioned the City to rezone said property from Orange County A-1 Agricultural District to the City's R-1 Single-Family Residential District zoning classification, therefore; and

WHEREAS, after public notice and due consideration of public comment, the City Commission of the City of Winter Garden hereby finds and declares the rezoning approved by this Ordinance is consistent with the City of Winter Garden Comprehensive Plan; and

WHEREAS, further, the City Commission finds that based on competent, substantial evidence in the record, the rezoning approved by this Ordinance meets all applicable criteria for rezoning the Property to R-1 Single-Family Residential District contained within the City of Winter Garden Comprehensive Plan and the Code of Ordinances.

BE IT ENACTED BY THE CITY OF WINTER GARDEN, FLORIDA:

SECTION 1: *Rezoning.* The above "Whereas" clauses constitute findings by the City Commission. After due notice and public hearing, the zoning classification of real property legally described on ATTACHMENT "A," is hereby rezoned from Orange County A-1 Agricultural District to City R-1 Single-Family Residential District in the City of Winter Garden, Florida.

SECTION 2: *Zoning Map.* The City Planner is hereby authorized and directed to amend the Official Winter Garden Zoning Map in accordance with the provisions of this ordinance.

SECTION 3: *Non-Severability.* Should any portion of this Ordinance be held invalid, then the entire Ordinance shall be null and void.

SECTION 4: *Effective Date.* This Ordinance shall become effective simultaneously upon the effective date of Ordinance 15-58 which is an amendment to the Future Land Use Map of the City of Winter Garden Comprehensive Plan that allows the property described herein to be zoned as provided in this Ordinance.

FIRST READING AND PUBLIC HEARING: _____ , 2015.

SECOND READING AND PUBLIC HEARING: _____ , 2015.

ADOPTED this _____ day of _____, 2015, by the City Commission of the City of Winter Garden, Florida.

APPROVED:

_____
JOHN REES, Mayor/Commissioner

ATTEST:

_____
KATHY GOLDEN, City Clerk

ATTACHMENT "A"

LEGAL DESCRIPTION

PARCEL ID#: 21-22-27-0000-00-104

DESCRIPTION:

Commence 663.20 feet West and 552.20 feet North of the Southeast corner of Section 21, Township 22 South, Range 27 East, Orange County, Florida; thence run North 333.00 feet to the POINT OF BEGINNING; thence continue North 125.00 feet; thence run East 341.02 feet to the West right-of-way line of Tildenville School Road; thence South along said right-of-way 125.00 feet; thence run West 341.08 feet to the POINT OF BEGINNING.

Containing 0.99 acres, more or less.

CITY OF WINTER GARDEN

PLANNING & ZONING DIVISION

300 West Plant Street - Winter Garden, Florida 34787-3011 ● (407) 656-4111

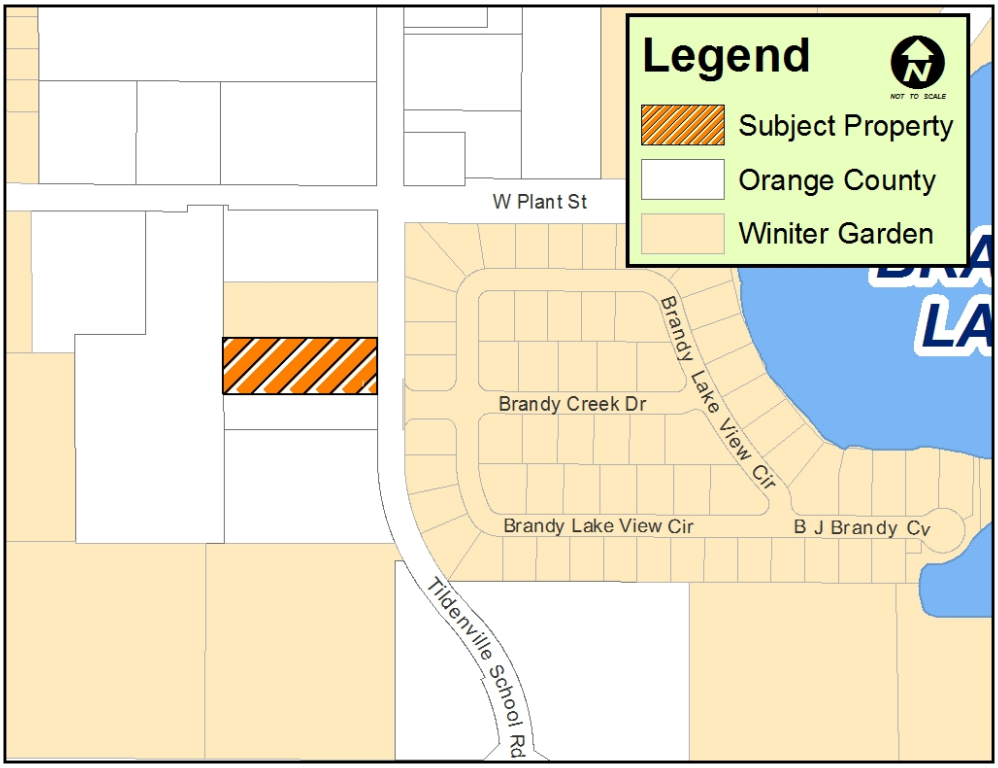
STAFF REPORT

TO: PLANNING AND ZONING BOARD
PREPARED BY: STEVE PASH, COMMUNITY DEVELOPMENT MANAGER
DATE: JULY 29, 2015
SUBJECT: ANNEXATION – FLU AMENDMENT – ZONING
640 Tildenville School Road (0.99 +/- ACRES)
PARCEL IDS #: 21-22-27-0000-00-104
APPLICANT: PERTAB SINGH & DOOWATEE SINGH

INTRODUCTION

The purpose of this report is to evaluate the proposed project for compliance with the City of Winter Garden Code of Ordinances and Comprehensive Plan.

The subject property consists of a parcel located at 640 Tildenville School Road, on the west side of Tildenville School Road, north of West Colonial Drive and south of East Oakland Avenue and is approximately 0.99 ± acres in size. The map below depicts the proximity of the subject property to the City's jurisdictional limits:



The applicant has requested annexation into the City, amendment to the Future Land Use Map (FLUM) of the City's Comprehensive Plan to designate the property as Low Density Residential, and rezoning the property to R-1 Single-Family Residential District.

In accordance with the City's Comprehensive Plan, properties designated with the Low Density Residential land use category are required to be developed at a gross residential density between 2 to 6 dwelling units per gross acre and up to 9 units per gross acre for workforce/low income housing with a maximum of 10 acres and will be identified on the Future Land Use Map only in areas that have the urban services and public facilities that can accommodate a higher density of residential housing. Factors in determining the location of this land use category included proximity to natural resources and urban services, availability of public facilities and the characteristics of nearby existing and future neighborhoods. Churches and schools are allowable uses in the Low Density areas that are zoned R-2 and in specified areas of PUDs and via a Special Exception Permit in all other allowable zoning classifications. The zoning classifications that are consistent with the Low Density Residential classification are PUD, R-1A, R-1, R-2, R-1B, and INT.

The City endorses infill of its jurisdictional limits through voluntary annexation of enclaves. The elimination of enclaves through voluntary annexation furthers the goals, objectives, and policies of the City's Comprehensive Plan.

EXISTING USE

The subject property is undeveloped; it currently contains various trees such as pines and oaks, as well as understory vegetation.

ADJACENT LAND USE AND ZONING

The parcel located to the north of the subject property is currently vacant and was annexed into the City of Winter Garden in May of 2015 with R-1 zoning. The property to the south contains a +/- 1,500 square foot single-family home, is zoned A-1, and is located in Orange County. The large property to the west is another A-1 zoned Orange County parcel. This property is developed with a single family residence. To the east of the subject property is the Brandy Creek Subdivision, which contains single family homes. The properties in this subdivision are zoned R1-B and are located in the City of Winter Garden.

PROPOSED USE

The applicant intends to annex the subject property in order to take advantage of City services when the property is developed in the future. No such development plans have yet been submitted to the City. At time of development, the applicant will be required to adhere to all City land development regulations. Conditions will be placed on the development addressing all site-related issues, including, but not limited to, protection of sensitive environmental areas (wetlands, streams, etc.), soils and geotechnical reports, tree removal and mitigation, required right-of-way dedication to the City, platting and required easements, etc.

PUBLIC FACILITY ANALYSIS

The City will provide garbage collection, police protection, and all other services regularly provided to City of Winter Garden residents. The property will be served by both Orange County Fire and Rescue and the City of Winter Garden Fire Department under the First Response System.

SUMMARY

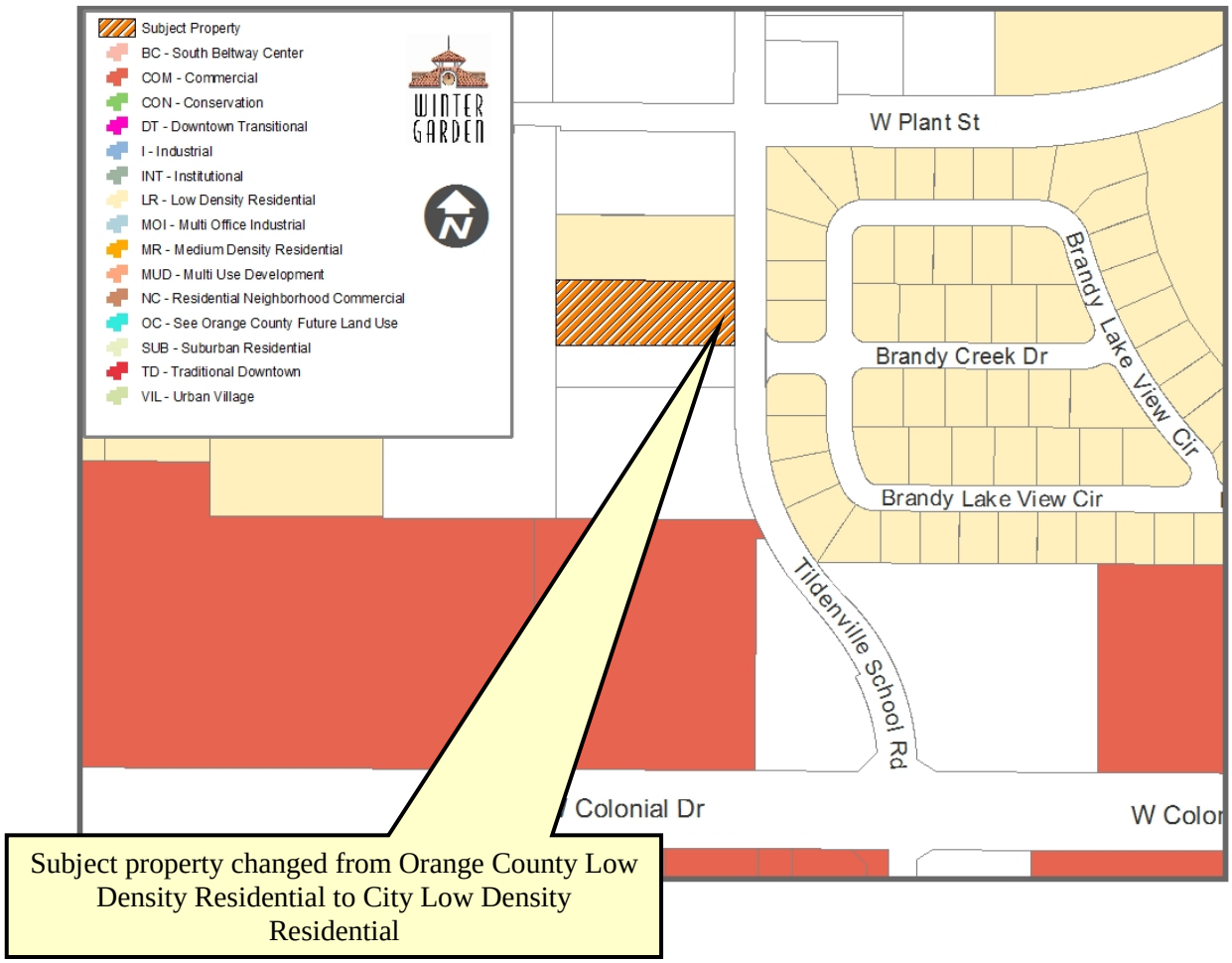
Annexation will provide a more efficient delivery of services to the property and further the goals and objectives of the City of Winter Garden's Comprehensive Plan to eliminate enclaves. City Staff recommends approval of the proposed Ordinances.

AERIAL PHOTO

640 Tildenville School Road – Parcel ID # 21-22-27-0000-00-104

FUTURE LAND USE MAP

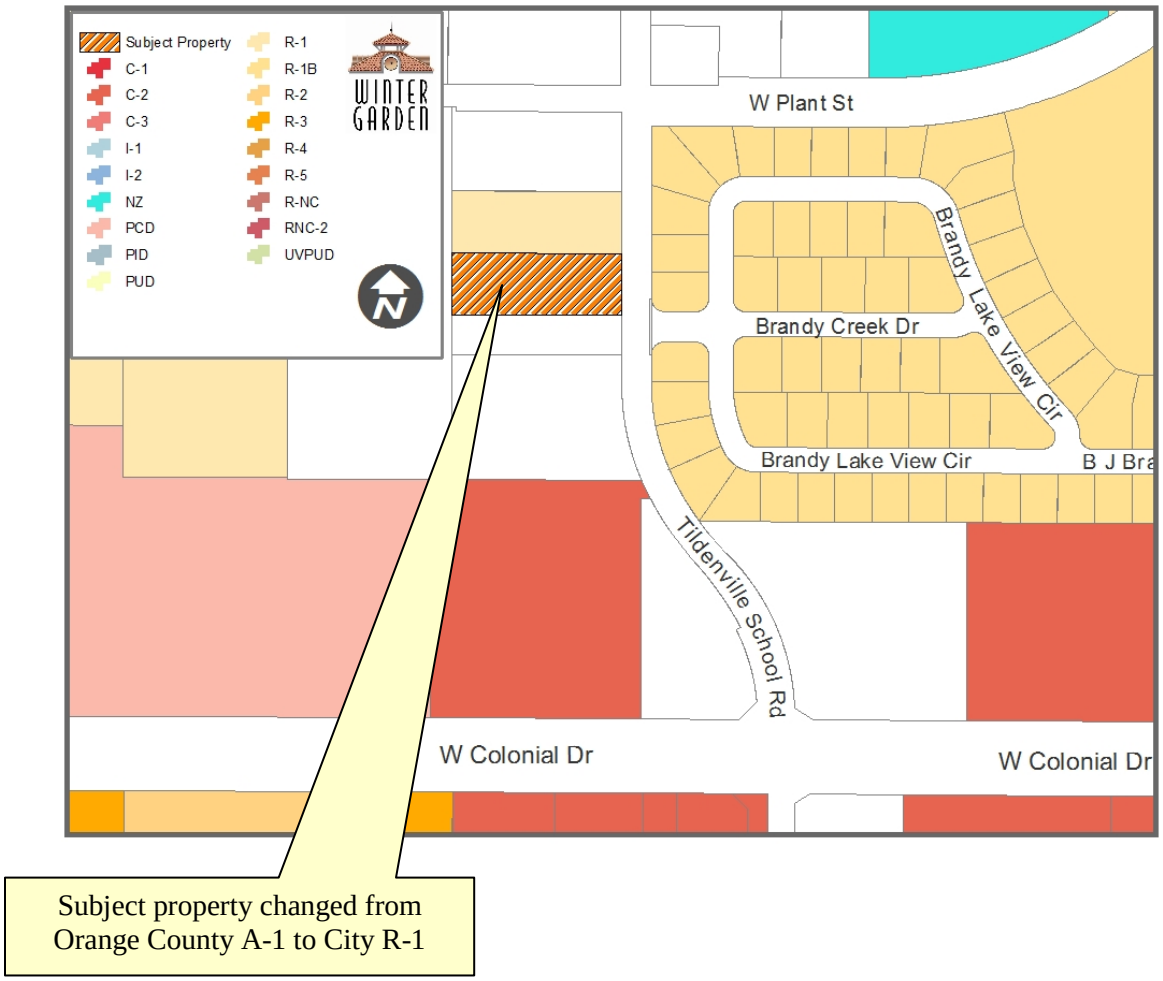
640 Tildenville School Road – Parcel ID # 21-22-27-0000-00-104



Subject property changed from Orange County Low Density Residential to City Low Density Residential

ZONING MAP

640 Tildenville School Road – Parcel ID # 21-22-27-0000-00-104



END OF STAFF REPORT

THE CITY OF WINTER GARDEN

CITY COMMISSION AGENDA ITEM

From: Don Cochran, Assistant City Manager – Public Services

Via: Mike Bollhoefer, City Manager

Date: September 3, 2015 **Meeting Date:** September 10, 2015

Subject: Approve bids and award the contract for the Park Avenue & Smith Street Storm Water Systems Improvements project

Issue: On August 18, 2015, the City of Winter Garden received bids from four (4) contractors for the above-mentioned project. Although Hudson Site Construction, LLC, was the lowest bidder, Staff recommends rejecting Hudson Site Construction's bid as being non-responsive and non-responsible. Staff believes it is in the best interest of the City to exercise the City's broad discretion as outlined in the invitation to bid and the City's Purchasing Manual.

Staff recommends awarding the bid to the second lowest bidder, DeWitt Excavating. DeWitt's bid totals $789,001.04. Staff recommends a 15% contingency, making the total project amount $907,351.19.

Recommended Action:

Recommend approving bids and awarding the contract for the Park Avenue & Smith Street Stormwater Improvement project to DeWitt Excavating with a bid of $789,001.04, including a 15% contingency, making the total project amount $907,351.19.

Attachments/References:

- Engineer's bid tabulation sheet

CITY OF WINTER GARDEN
PARK AVENUE & SMITH STREET REHABILITATION
PROJECT NUMBER 14-021
BID TABULATION
BY KIRBY ENGINEERING, LLC 8-18-15

				DEWITT EXCAVATING		CE JAMES		HUDSON SITE CONST.		ALLSTATE PAVING	
	ITEM	BID QTY.	UNIT	UNIT $	AMOUNT	UNIT $	AMOUNT	UNIT $	AMOUNT	UNIT $	AMOUNT
1	MOBILIZATION (5%)	1	LS	$30,000.00	$30,000.00	$36,000.00	$36,000.00	$28,000.00	$28,000.00	$45,000.00	$45,000.00
2	MAINTENANCE OF TRAFFIC	1	LS	$30,500.00	$30,500.00	$8,600.00	$8,600.00	$15,000.00	$15,000.00	$40,000.00	$40,000.00
3	TEMP. EROSION & SEDIMENT CONTROL	1	LS	$7,500.00	$7,500.00	$5,750.00	$5,750.00	$2,500.00	$2,500.00	$5,000.00	$5,000.00
4	TEMPORARY DEWATERING	1	LS	$8,000.00	$8,000.00	$11,000.00	$11,000.00	$1,700.00	$1,700.00	$20,000.00	$20,000.00
5	CLEARING & GRUBBING	1396	SY	$13.00	$18,148.00	$7.00	$9,772.00	$4.00	$5,584.00	$5.00	$6,980.00
6	REMOVE AND DISPOSE OF SOIL, BASE, & PAVEMENT	4454	CY	$5.00	$22,270.00	$9.00	$40,086.00	$8.00	$35,632.00	$4.00	$17,816.00
7	REMOVE AND DISPOSE OF STORM PIPE	1882	LF	$12.00	$22,584.00	$6.00	$11,292.00	$10.00	$18,820.00	$10.00	$18,820.00
8	REMOVE & DISPOSE OF CURB	1665	LF	$6.00	$9,990.00	$6.00	$9,990.00	$2.00	$3,330.00	$5.00	$8,325.00
9	REMOVE & DISPOSE OF CONCRETE DRIVEWAY APRONS & SIDEWALK	287	SY	$6.00	$1,722.00	$7.00	$2,009.00	$10.00	$2,870.00	$4.00	$1,148.00
10	MISC. RESTORATION (INCLUDES RE-INSTALLING SIGNAGE)	1	L.S.	$8,000.00	$8,000.00	$12,500.00	$12,500.00	$2,500.00	$2,500.00	$60,000.00	$60,000.00
11	SELECT IMPORT BACKFILL MATERIAL	4079	CY	$8.00	$32,632.00	$9.00	$36,711.00	$8.00	$32,632.00	$8.00	$32,632.00
12	12" CONCRETE FINES	752	SY	$19.45	$14,626.40	$18.00	$13,536.00	$15.00	$11,280.00	$16.00	$12,032.00
13	CURB STABILIZATION (4' WIDE)	748	SY	$12.00	$8,976.00	$18.00	$13,464.00	$5.00	$3,740.00	$5.00	$3,740.00
14*	ASPHALT MILLING (1.5" AVG. DEPTH) (INCLUDES REMOVAL & DISPOSAL OF MILLINGS)	11469	SY	$4.36	$50,004.84	$2.00	$22,938.00 calc error	$2.50	$28,672.50	$3.00	$34,407.00

15	2" SP-12.5 ASPHALT	752	SY	$21.16	$15,912.32	$9.75	$7,332.00	$16.00	$12,032.00	$10.00	$7,520.00
16	SP-12.5 LEVELING COURSE	133	TN	$150.00	$19,950.00	$103.00	$13,699.00	$155.00	$20,615.00	$120.00	$15,960.00
17*	1.5" SP-9.5 ASPHALT OVERLAY	11469	SY	$9.42	$108,037.98	$9.00	$103,221.00	$8.00	$91,752.00	$8.00	$91,752.00
							calc error				
18	DROP CURB (MIAMI CURB)	1279	LF	$14.00	$17,906.00	$17.00	$21,743.00	$15.00	$19,185.00	$18.00	$23,022.00
19	TYPE 'F' CURB & GUTTER	400	LF	$17.00	$6,800.00	$17.00	$6,800.00	$18.00	$7,200.00	$16.00	$6,400.00
20	CONCRETE SPILLWAY	2	EA	$1,950.00	$3,900.00	$1,200.00	$2,400.00	$420.00	$840.00	$1,000.00	$2,000.00
21	CONCRETE DRIVEWAY (6" THICK)	70	SY	$40.00	$2,800.00	$40.00	$2,800.00	$40.00	$2,800.00	$60.00	$4,200.00
22	CONCRETE SIDEWALK (4" THICK)	217	SY	$35.00	$7,595.00	$32.00	$6,944.00	$30.00	$6,510.00	$7.00	$1,519.00
23	NEW STOP BARS (THERMOPLASTIC)	10	EA	$550.00	$5,500.00	$300.00	$3,000.00	$75.00	$750.00	$500.00	$5,000.00
24	SOD RESTORATION	539	SY	$4.00	$2,156.00	$4.50	$2,425.50	$4.00	$2,156.00	$3.00	$1,617.00
25*	~~15" RCP (CLASS III)~~ 12" PVC (STORM)	50	LF	$29.00	$1,450.00	$109.00	$5,450.00	$35.00	$1,750.00	$45.00	$2,250.00
26	18" RCP (CLASS III)	298	LF	$39.00	$11,622.00	$100.00	$29,800.00	$40.00	$11,920.00	$60.00	$17,880.00
27	24" RCP (CLASS III)	1026	LF	$49.00	$50,274.00	$108.00	$110,808.00	$45.00	$46,170.00	$75.00	$76,950.00
28	30" RCP (CLASS III)	508	LF	$65.00	$33,020.00	$124.00	$62,992.00	$55.00	$27,940.00	$84.00	$42,672.00
29	REMOVE,REPLACE, & ADJUST INLET TOPS	3	EA	$4,350.00	$13,050.00	$500.00	$1,500.00	$2,500.00	$7,500.00	$3,000.00	$9,000.00
30	CONNECT TO TO EXIST. INLET OR MANHOLE	23	EA	$1,850.00	$42,550.00	$1,000.00	$23,000.00	$1,900.00	$43,700.00	$1,500.00	$34,500.00
	ADDENDA # 2 - WATER DISTRIBUTION SYSTEM										
31	CUT & ABANDON EXISTING WATER MAINS	1	LS	$3,625.00	$3,625.00	$4,600.00	$4,600.00	$4,400.00	$4,400.00	$4,500.00	$4,500.00
	(IN PLACE) (INCLUDING ALL FITTINGS)										
32	8" PVC WATER MAIN (C-900, DR 18)	250	LF	$33.90	$8,475.00	$42.00	$10,500.00	$48.00	$12,000.00	$40.00	$10,000.00
	(INCLUDING ALL FITTINGS)										
33	8" WATER MAIN (HDPEP, DR 11)	1190	LF	$77.55	$92,284.50	$51.00	$60,690.00	$50.00	$59,500.00	$110.00	$130,900.00
	VIA DIRECTNAL BORE										
	(INCLUDING ALL FITTINGS)										
34	REMOVE & REPLACE EXIST. 8" WATER MAIN	75	LF	$38.90	$2,917.50	$90.00	$6,750.00	$67.00	$5,025.00	$80.00	$6,000.00

	W/ NEW 8" PVC WATER MAIN (C-900, DR 18)										
	(INCLUDING ALL FITTINGS)										
35	6" PVC WATER MAIN (C-900, DR 18)	150	LF	$23.75	$3,562.50	$92.00	$13,800.00	$50.00	$7,500.00	$75.00	$11,250.00
	(INCLUDING ALL FITTINGS)										
36	2" WATER MAIN (HDPEP, DR 9)	25	LF	$78.00	$1,950.00	$26.00	$650.00	$65.00	$1,625.00	$40.00	$1,000.00
37	8" GATE VALVE	2	EA	$1,690.00	$3,380.00	$2,500.00	$5,000.00	$2,000.00	$4,000.00	$2,500.00	$5,000.00
38	6" LINE STOP	2	EA	$4,480.00	$8,960.00	$3,000.00	$6,000.00	$3,500.00	$7,000.00	$8,500.00	$17,000.00
39	CONNECT TO EXIST. 8" WATER MAIN (WET TAP)	1	EA	$5,105.00	$5,105.00	$4,500.00	$4,500.00	$3,200.00	$3,200.00	$4,500.00	$4,500.00
	(INCLUDES 6" TAPPING VALVE & SADDLE)										
40	CONNECT TO EXIST. 6" WATER MAIN	2	EA	$3,130.00	$6,260.00	$1,500.00	$3,000.00	$2,500.00	$5,000.00	$2,500.00	$5,000.00
	WITH 8" X 6" TEE										
41	CONNECT TO EXIST. 8" WATER MAIN	1	EA	$3,140.00	$3,140.00	$2,000.00	$2,000.00	$1,890.00	$1,890.00	$2,450.00	$2,450.00
	CUT IN 8" X 8" TEE										
42	CONNECT TO EXIST. 6" WATER MAIN	1	EA	$3,130.00	$3,130.00	$1,400.00	$1,400.00	$1,700.00	$1,700.00	$1,500.00	$1,500.00
	CUT IN 45 DEGREE BEND										
43	REMOVE AND DISPOSE OF SOIL, BASE, &	200	CY	$6.00	$1,200.00	$9.00	$1,800.00	$8.00	$1,600.00	$10.00	$2,000.00
	PAVEMENT										
44	FIRE HYDRANT ASSEMBLY	2	EA	$4,347.00	$8,694.00	$3,500.00	$7,000.00	$4,000.00	$8,000.00	$4,300.00	$8,600.00
45	REMOVE & DISPOSE OF CURB	100	LF	$6.00	$600.00	$9.00	$900.00	$2.00	$200.00	$10.00	$1,000.00
46	REMOVE & DISPOSE OF CONCRETE SIDEWALK	100	SY	$5.00	$500.00	$9.00	$900.00	$10.00	$1,000.00	$12.00	$1,200.00
47	MISC. RESTORATION (INCLUDES RE-	1	L.S.	$8,500.00	$8,500.00	$7,000.00	$7,000.00	$2,000.00	$2,000.00	$6,500.00	$6,500.00
	INSTALLING SIGNAGE)										
48	SELECT IMPORT BACKFILL MATERIAL	750	CY	$13.00	$9,750.00	$9.00	$6,750.00	$8.00	$6,000.00	$10.00	$7,500.00
49	12" CONCRETE FINES	100	SY	$15.66	$1,566.00	$18.00	$1,800.00	$15.00	$1,500.00	$20.00	$2,000.00
50	CURB STABILIZATION (4' WIDE)	45	SY	$5.00	$225.00	$18.00	$810.00	$5.00	$225.00	$9.00	$405.00
51	2" SP-12.5 ASPHALT	100	SY	$22.00	$2,200.00	$9.50	$950.00	$16.00	$1,600.00	$25.00	$2,500.00
52	DROP CURB (MIAMI CURB)	50	LF	$21.00	$1,050.00	$18.00	$900.00	$15.00	$750.00	$30.00	$1,500.00

53	TYPE 'F' CURB & GUTTER	30	LF	$21.00	$630.00	$18.00	$540.00	$18.00	$540.00	$27.00	$810.00
54	12" RIBBON CURB	20	LF	$21.00	$420.00	$18.00	$360.00	$20.00	$400.00	$25.00	$500.00
55	CONCRETE SIDEWALK (4" THICK)	100	SY	$30.00	$3,000.00	$32.00	$3,200.00	$30.00	$3,000.00	$65.00	$6,500.00
56	SOD RESTORATION	100	SY	$4.00	$400.00	$4.50	$450.00	$4.00	$400.00	$5.00	$500.00
	TOTAL COSTS				**$789,001.04**		**$789,812.50**		**$635,135.50**		**$888,757.00**

THE CITY OF WINTER GARDEN

CITY COMMISSION AGENDA ITEM

From: Don Cochran, Assistant City Manager – Public Services

Via: Mike Bollhoefer, City Manager

Date: September 3, 2015 **Meeting Date:** September 10, 2015

Subject: Approve bids and award a contract for the Avalon Road (CR 545) & Tilden Road Intersection Improvements and the Avalon Road / Marsh Road / Stoneybrook Parkway Intersection Improvements project

Issue: On August 26, 2015, the City of Winter Garden received bids from three (3) contractors for the above-mentioned project. Through the bidding process, it was determined that DeWitt Excavating is the apparent responsive, responsible, and qualified lowest bidder. DeWitt's total bid is $3,687,388.95. Staff recommends including a 15% contingency, bringing the total project amount to $4,240,497.29.

Recommended Action:

Recommend approving bids and awarding a contract for the Avalon Road & Tilden Road Intersection Improvements and the Avalon Road / Marsh Road / Stoneybrook Parkway Intersection Improvements project to DeWitt Excavating with a bid of $3,687,388.95, including a 15% contingency, making the total project amount $4,240,497.29.

Attachments/References:

- Engineer's letter of recommendation
- Engineer's bid tabulation sheet

August 31, 2015 WGC-15949

Mr. Donald R. Cochran
Assistant City Manager, Public Services
City of Winter Garden
300 West Plant Street
Winter Garden, FL 34787

SUBJECT: BID #13-015
Avalon Road (CR 545) & Tilden Road Intersection Improvements and Avalon Road (CR 545) & Marsh Road / Stoneybrook West Parkway Intersection Improvements Project
Recommendation of Award

Dear Mr. Cochran:

On August 26, 2015, the City of Winter Garden received sealed construction bids for the referenced project from three (3) contractors. The attached tabulation of bids represents a summary of unit prices for the three (3) apparent qualified lowest bidders. Mathematical errors, omitted items, or incorrect extensions, if any, are noted at the end of the summary. The bid tabulation shows DeWitt Excavating, Inc. as the apparent low bidder with a total bid price of $3,687,388.95. The second apparent low bidder was Watson Civil Construction, Inc. with a total bid price of $4,398,838.30. The third apparent low bidder was Gibbs & Register, Inc., with a total bid price of $5,999,520.20.

The bid received from the apparent low bidder appears to be in proper form and is complete and properly executed. The apparent low bidder has acknowledged receipt of all addenda as prescribed and has submitted proposal to comply with other City bidding requirements. While these special requirements must be verified by the City, we believe that this bid proposal is in conformance in all material respects to the invitation for bids and is therefore a responsive bid.

Based upon the information presented in the bid proposal Questionnaire, the apparent low bidder appears to possess the manpower, facilities, and equipment necessary to perform the classes of work contemplated within the time specified. Based on our review of the qualification submittal from the apparent low bidder and our analysis of the bid tabulation, DeWitt Excavating, Inc. appears to be the responsive low bidder. If you have any questions or require additional information, please contact us.

Very truly yours,

PEGASUS ENGINEERING, LLC

Fursan Munjed

Fursan S. Munjed, P.E.
Principal

Attachments: Bid Tabulation
Bid Checklist

AVALON ROAD (CR 545) & TILDEN ROAD INTERSECTION IMPROVEMENTS AND
AVALON ROAD (CR545) & MARSH ROAD/STONEYBROOK WEST PKWY INTERSECTION IMPROVEMENTS PROJECT
BID TABULATION

				DeWitt Excavating, Inc.		Watson Civil Constructon, Inc.		Gibbs & Register, Inc.	
Item No.	**Descrition**	**Unit**	**Estimated Quantity**	**Unit Price**	**Total Price**	**Unit Price**	**Total Price**	**Unit Price**	**Total Price**
101-1	MOBILIZATION	LS	1	$ 140,000.00	$ 140,000.00	$ 435,000.00	$ 435,000.00	$ 585,000.00	$ 585,000.00
102-1	MAINTENANCE OF TRAFFIC	LS	1	$ 510,130.00	$ 510,130.00	$ 350,000.00	$ 350,000.00	$ 810,700.00	$ 810,700.00
104-14	PREVENTION, CONTROL AND ABATEMENT OF EROSION AND WATER POLLUTION	LS	1	$ 36,500.00	$ 36,500.00	$ 132,500.00	$ 132,500.00	$ 64,000.00	$ 64,000.00
110-1-1	CLEARING AND GRUBBING	LS	1	$ 150,100.00	$ 150,100.00	$ 350,000.00	$ 350,000.00	$ 442,000.00	$ 442,000.00
120-1	EXCAVATION, REGULAR	CY	30,904	$ 2.00	$ 61,808.00	$ 3.00	$ 92,712.00	$ 8.00	$ 247,232.00
120-6	EMBANKMENT	CY	3,895	$ 2.00	$ 7,790.00	$ 3.00	$ 11,685.00	$ 6.00	$ 23,370.00
120-99	SPECIAL EXCAVATION & EMBANKMENT	CY	11,715	$ 9.63	$ 112,815.45	$ 1.50	$ 17,572.50	$ 12.00	$ 140,580.00
160-4	TYPE B STABILIZATION (LBR 40) (12")	SY	23,430	$ 1.53	$ 35,847.90	$ 6.60	$ 154,638.00	$ 8.00	$ 187,440.00
285-709-328	BASE GROUP 9 – SOIL CEMENT BASE (12") (300 PSI, PRIMED, PLANT MIXED)	SY	18,707	$ 17.61	$ 329,430.27	$ 17.00	$ 318,019.00	$ 17.00	$ 318,019.00
327-70-1	MILLING EXISTING ASPHALT PAVEMENT (1" AVERAGE DEPTH)	SY	3,000	$ 3.47	$ 10,410.00	$ 2.00	$ 6,000.00	$ 3.00	$ 9,000.00
327-70-5	MILLING EXISTING ASPHALT PAVEMENT (2" AVERAGE DEPTH)	SY	4,100	$ 2.59	$ 10,619.00	$ 2.40	$ 9,840.00	$ 3.00	$ 12,300.00
334-1-23-A	SUPERPAVE ASPHALTIC CONCRETE, (TRAFFIC LEVEL C, 330 LBS/SY (3") (PG 76-22, PMA)	SY	18,687	$ 15.51	$ 289,835.37	$ 14.50	$ 270,961.50	$ 16.00	$ 298,992.00
334-1-23-B	SUPERPAVE ASPHALTIC CONCRETE, (TRAFFIC LEVEL C, 110 LBS/SY (1") (PG 76-22, PMA)	SY	4,100	$ 6.99	$ 28,659.00	$ 6.50	$ 26,650.00	$ 7.00	$ 28,700.00
337-7-42	ASPHALTIC CONC. FRICTION COURSE (TRAFFIC LEVEL C, FC-9.5, 1", PG 76-22, PMA)	SY	25,787	$ 6.99	$ 180,251.13	$ 6.50	$ 167,615.50	$ 7.00	$ 180,509.00
425-1-311	INLETS (CURB TYPE P-1) (<10')	EA	8	$ 3,497.00	$ 27,976.00	$ 5,000.00	$ 40,000.00	$ 6,200.00	$ 49,600.00
425-1-321	INLETS (CURB TYPE P-2) (<10')	EA	3	$ 3,589.00	$ 10,767.00	$ 5,700.00	$ 17,100.00	$ 6,500.00	$ 19,500.00
425-1-331	INLETS (CURB TYPE P-3) (<10')	EA	1	$ 2,811.00	$ 2,811.00	$ 4,950.00	$ 4,950.00	$ 5,500.00	$ 5,500.00
425-1-351	INLETS (CURB TYPE P-5) (<10')	EA	3	$ 2,945.00	$ 8,835.00	$ 4,400.00	$ 13,200.00	$ 4,500.00	$ 13,500.00
425-1-411	INLETS (CURB TYPE J-1) (<10')	EA	1	$ 5,528.00	$ 5,528.00	$ 5,175.00	$ 5,175.00	$ 9,000.00	$ 9,000.00
425-11	MODIFY EXISTING DRAINAGE STRUCTURES	EA	1	$ 3,598.00	$ 3,598.00	$ 4,000.00	$ 4,000.00	$ 2,000.00	$ 2,000.00
425-2-41	MANHOLE TYPE P-7 (<10')	EA	3	$ 3,000.00	$ 9,000.00	$ 3,700.00	$ 11,100.00	$ 3,000.00	$ 9,000.00
425-1-541	INLET, DITCH BOTTOM, TYPE D (<10')	EA	9	$ 3,787.00	$ 34,083.00	$ 3,400.00	$ 30,600.00	$ 4,000.00	$ 36,000.00
425-1-543	INLET, DITCH BOTTOM, TYPE D, J-BOTTOM (<10')	EA	1	$ 4,755.00	$ 4,755.00	$ 4,000.00	$ 4,000.00	$ 5,500.00	$ 5,500.00
430-175-118	CONCRETE PIPE CULVERT (SS, CLASS III) (18")	LF	1,344	$ 33.43	$ 44,929.92	$ 66.00	$ 88,704.00	$ 95.00	$ 127,680.00
430-175-124	CONCRETE PIPE CULVERT (SS, CLASS III) (24")	LF	692	$ 45.38	$ 31,402.96	$ 80.00	$ 55,360.00	$ 80.00	$ 55,360.00
430-175-218	CONCRETE PIPE CULVERT (SS, CLASS III) (14" x 23")	LF	124	$ 50.39	$ 6,248.36	$ 88.00	$ 10,912.00	$ 75.00	$ 9,300.00
430-984-125	MITERED END SECTION (18") (CONCRETE PIPE ROUND) (SD)	EA	1	$ 1,720.00	$ 1,720.00	$ 1,450.00	$ 1,450.00	$ 2,000.00	$ 2,000.00
430-984-129	MITERED END SECTION (24") (CONCRETE PIPE ROUND) (SD)	EA	5	$ 2,288.00	$ 11,440.00	$ 1,500.00	$ 7,500.00	$ 2,200.00	$ 11,000.00
515-2-311	PEDESTRIAN / BICYCLE RAILING, ALUMINUM ONLY, INDEX No. 862, 42" TYPE I, PICKET INFILL PANEL	LF	425	$ 59.95	$ 25,478.75	$ 84.00	$ 35,700.00	$ 60.00	$ 25,500.00
520-1-7	CONCRETE CURB & GUTTER (TYPE E)	LF	4,581	$ 8.33	$ 38,159.73	$ 14.00	$ 64,134.00	$ 14.00	$ 64,134.00
520-1-10	CONCRETE CURB & GUTTER (TYPE F)	LF	7,101	$ 8.33	$ 59,151.33	$ 14.00	$ 99,414.00	$ 12.00	$ 85,212.00
520-70-89	CONCRETE TRAFFIC SEPARATOR (VARIABLE WIDTH)	SY	75	$ 48.37	$ 3,627.75	$ 64.00	$ 4,800.00	$ 60.00	$ 4,500.00
522-1	CONCRETE SIDEWALK (4" THICK)	SY	3,907	$ 22.54	$ 88,063.78	$ 30.00	$ 117,210.00	$ 35.00	$ 136,745.00
527-2	DETECTABLE WARNINGS	SF	316	$ 77.28	$ 24,420.48	$ 45.00	$ 14,220.00	$ 28.00	$ 8,848.00
530-3-49	RIP RAP (RUBBLE) (DITCH LINING)	TN	40	$ 181.55	$ 7,262.00	$ 176.00	$ 7,040.00	$ 175.00	$ 7,000.00
570-1-2	PERFORMANCE TURF, SOD	SY	32,400	$ 2.48	$ 80,352.00	$ 3.90	$ 126,360.00	$ 4.00	$ 129,600.00
999-1	CONCRETE FLUMES	EA	27	$ 2,265.00	$ 61,155.00	$ 1,000.00	$ 27,000.00	$ 1,100.00	$ 29,700.00
999-2	DITCH BLOCKS	EA	22	$ 1,033.00	$ 22,726.00	$ 230.00	$ 5,060.00	$ 1,900.00	$ 41,800.00
999-3	ORANGE COUNTY PERMITTING	LS	1	$ 73,810.00	$ 73,810.00	$ 92,000.00	$ 92,000.00	$ 110,000.00	$ 110,000.00
	SUBTOTAL ROADWAY				**$ 2,591,497.18**		**$ 3,230,182.50**		**$ 4,345,821.00**
700-1-11	SINGLE POST SIGN (F&I) (UP TO 12 SF)	AS	23	$ 314.00	$ 7,222.00	$ 185.00	$ 4,255.00	$ 350.00	$ 8,050.00
700-1-50	SINGLE POST SIGN (RELOCATE)	AS	8	$ 110.00	$ 880.00	$ 70.00	$ 560.00	$ 125.00	$ 1,000.00
700-1-60	SINGLE POST SIGN (REMOVE)	AS	13	$ 55.00	$ 715.00	$ 1.10	$ 14.30	$ 60.00	$ 780.00
705-10-4	OBJECT MARKER (F&I) (TYPE 4)	EA	3	$ 82.50	$ 247.50	$ 140.00	$ 420.00	$ 100.00	$ 300.00
706-3	RETRO-REFLECTIVE PAVEMENT MARKERS (BI-DIRECTIONAL WHITE/RED)	EA	147	$ 4.40	$ 646.80	$ 3.30	$ 485.10	$ 5.00	$ 735.00
706-3	RETRO-REFLECTIVE PAVEMENT MARKERS (BI-DIRECTIONAL YELLOW/YELLOW)	EA	119	$ 4.40	$ 523.60	$ 3.30	$ 392.70	$ 5.00	$ 595.00
711-11-123	THERMOPLASTIC PAVEMENT MARKINGS (STANDARD) – WHITE (SOLID) (12")	LF	3,080	$ 1.82	$ 5,605.60	$ 2.00	$ 6,160.00	$ 2.00	$ 6,160.00
711-11-124	THERMOPLASTIC PAVEMENT MARKINGS (STANDARD) – WHITE (SOLID) (18")	LF	160	$ 2.04	$ 326.40	$ 3.70	$ 592.00	$ 2.50	$ 400.00
711-11-125	THERMOPLASTIC PAVEMENT MARKINGS (STANDARD) – WHITE (SOLID) (24")	LF	795	$ 3.30	$ 2,623.50	$ 4.20	$ 3,339.00	$ 4.00	$ 3,180.00
711-11-151	THERMOPLASTIC PAVEMENT MARKINGS (STANDARD) – WHITE (6' – 10') (6")	LF	342	$ 0.28	$ 95.76	$ 1.35	$ 461.70	$ 0.35	$ 119.70
711-11-170	THERMOPLASTIC PAVEMENT MARKINGS (STANDARD) – WHITE (ARROWS)	EA	40	$ 60.50	$ 2,420.00	$ 70.00	$ 2,800.00	$ 75.00	$ 3,000.00

711-11-180	THERMOPLASTIC PAVEMENT MARKINGS (STANDARD) – WHITE (YIELD LINE)	LF	14	$ 23.10	$ 323.40	$ 8.40	$ 117.60	$ 28.00	$ 392.00
711-11-224	THERMOPLASTIC PAVEMENT MARKINGS (STANDARD) – YELLOW (SOLID) (18")	LF	342	$ 2.04	$ 697.68	$ 3.70	$ 1,265.40	$ 2.50	$ 855.00
711-11-251	THERMOPLASTIC PAVEMENT MARKINGS (STANDARD) – YELLOW (GUIDE LINES) (2' – 4')	LF	210	$ 0.28	$ 58.80	$ 1.35	$ 283.50	$ 0.35	$ 73.50
711-11-251	THERMOPLASTIC PAVEMENT MARKINGS (STANDARD) – YELLOW (GUIDE LINES) (6' – 10')	LF	60	$ 0.28	$ 16.80	$ 1.35	$ 81.00	$ 0.35	$ 21.00
711-16-111	THERMOPLASTIC PAVEMENT MARKINGS (STANDARD OTHER SURFACES) – WHITE (SOLID) (6")	NM	2.083	$ 4,937.00	$ 10,283.77	$ 4,500.00	$ 9,373.50	$ 6,000.00	$ 12,498.00
711-16-131	THERMOPLASTIC PAVEMENT MARKINGS (STANDARD OTHER SURFACES) – WHITE (10' – 30') (6")	GM	0.002	$ 1,452.00	$ 2.90	$ 1,750.00	$ 3.50	$ 1,500.00	$ 3.00
711-16-211	THERMOPLASTIC PAVEMENT MARKINGS (STANDARD OTHER SURFACES) – YELLOW (SOLID) (6")	NM	1.642	$ 4,937.00	$ 8,106.55	$ 4,500.00	$ 7,389.00	$ 6,000.00	$ 9,852.00
	SUBTOTAL SIGNING AND PAVEMENT MARKINGS				**$ 40,796.07**		**$ 37,993.30**		**$ 48,014.20**
630-2-11	CONDUIT (F&I), (OPEN TRENCH) (UNDERGROUND)	LF	955	$ 6.60	$ 6,303.00	$ 6.50	$ 6,207.50	$ 7.00	$ 6,685.00
630-2-12	CONDUIT (F&I), (DIRECTIONAL BORE) (UNDERGROUND OR UNDERPAVEMENT)	LF	765	$ 14.30	$ 10,939.50	$ 14.00	$ 10,710.00	$ 15.00	$ 11,475.00
632-7-1	SIGNAL CABLE (NEW OR RECONSTRUCTED INTERSECTION (F&I)	PI	2	$ 6,127.00	$ 12,254.00	$ 6,000.00	$ 12,000.00	$ 6,500.00	$ 13,000.00
632-7-6	SIGNAL CABLE (REMOVE INTERSECTION)	PI	2	$ 720.50	$ 1,441.00	$ 700.00	$ 1,400.00	$ 800.00	$ 1,600.00
635-2-11	PULL & SPLICE BOXES (F&I) (13 x 24 STANDARD SIZE)	EA	20	$ 413.00	$ 8,260.00	$ 400.00	$ 8,000.00	$ 450.00	$ 9,000.00
639-1-122	ELECTRICAL POWER SERVICE (F&I) (UNDERGROUND) (PURCHASED BY CONTRACTOR FROM POWER COMPANY)	AS	2	$ 1,534.50	$ 3,069.00	$ 1,500.00	$ 3,000.00	$ 1,600.00	$ 3,200.00
639-2-1	ELECTRICAL POWER SERVICE (F&I)	LF	700	$ 3.96	$ 2,772.00	$ 4.00	$ 2,800.00	$ 4.00	$ 2,800.00
641-2-12	PRESTRESSED CONCRETE POLE (F&I) (TYPE P-II SERVICE POLE)	EA	2	$ 918.50	$ 1,837.00	$ 900.00	$ 1,800.00	$ 1,000.00	$ 2,000.00
641-2-60	POLE REMOVAL (PEDESTAL / SERVICE POLE)	EA	3	$ 215.60	$ 646.80	$ 235.00	$ 705.00	$ 225.00	$ 675.00
641-2-80	POLE REMOVAL (POLE 30' AND GREATER)	EA	6	$ 2,816.00	$ 16,896.00	$ 3,000.00	$ 18,000.00	$ 3,000.00	$ 18,000.00
646-1-11	ALUMINUM SIGNALS POLE (F&I) (PEDESTAL)	EA	11	$ 1,188.00	$ 13,068.00	$ 1,200.00	$ 13,200.00	$ 1,200.00	$ 13,200.00
649-31-207	STEEL MAST ARM ASSEMBLY (F&I) (SINGLE ARM) (WITH / LUMINAIRE) (130 MPH) (E3 – T22)	EA	2	$ 32,230.00	$ 64,460.00	$ 31,000.00	$ 62,000.00	$ 39,000.00	$ 78,000.00
649-31-208	STEEL MAST ARM ASSEMBLY (F&I) (SINGLE ARM) (WITH / LUMINAIRE) (130 MPH) (E5 – T23)	EA	5	$ 39,237.00	$ 196,185.00	$ 38,000.00	$ 190,000.00	$ 44,000.00	$ 220,000.00
649-31-209	STEEL MAST ARM ASSEMBLY (F&I) (SINGLE ARM) (WITH / LUMINAIRE) (130 MPH) (E6 – T24)	EA	1	$ 46,970.00	$ 46,970.00	$ 46,000.00	$ 46,000.00	$ 52,000.00	$ 52,000.00
650-1-14	TRAFFIC SIGNAL (F&I) (3-SECTION, 1-WAY) (ALUMINUM)	AS	10	$ 951.50	$ 9,515.00	$ 1,042.00	$ 10,420.00	$ 1,000.00	$ 10,000.00
650-1-19	TRAFFIC SIGNAL (F&I) (5-SECTION, 1-WAY) (ALUMINUM)	AS	6	$ 1,611.50	$ 9,669.00	$ 1,765.00	$ 10,590.00	$ 1,700.00	$ 10,200.00
653-1-11	PEDESTRIAN SIGNAL (F&I) (LED-COUNTDOWN) (1-WAY)	AS	6	$ 627.00	$ 3,762.00	$ 690.00	$ 4,140.00	$ 700.00	$ 4,200.00
653-1-12	PEDESTRIAN SIGNAL (F&I) (LED-COUNTDOWN) (2-WAY)	AS	5	$ 1,287.00	$ 6,435.00	$ 1,400.00	$ 7,000.00	$ 1,300.00	$ 6,500.00
660-4-11	VEHICLE DETECTION SYSTEM – (F&I) (CABINET EQUIPMENT)	EA	1	$ 10,830.00	$ 10,830.00	$ 11,000.00	$ 11,000.00	$ 13,000.00	$ 13,000.00
660-4-12	VEHICLE DETECTION SYSTEM – (F&I) (ABOVE GROUND EQUIPMENT)	EA	1	$ 3,188.00	$ 3,188.00	$ 3,500.00	$ 3,500.00	$ 3,500.00	$ 3,500.00
660-4-41	VEHICLE DETECTION SYSTEM (RELOCATE) (CABINET EQUIPMENT)	EA	1	$ 1,183.00	$ 1,183.00	$ 1,200.00	$ 1,200.00	$ 1,300.00	$ 1,300.00
660-4-42	VEHICLE DETECTION SYSTEM (RELOCATE) (ABOVE GROUND EQUIPMENT)	EA	1	$ 807.00	$ 807.00	$ 800.00	$ 800.00	$ 800.00	$ 800.00
663-1-110	SIGNAL PRIORITY AND PREEMPTION SYSTEM (F&I) (COMPLETE SYSTEM) (OPTICOM)	EA	1	$ 9,436.00	$ 9,436.00	$ 9,100.00	$ 9,100.00	$ 10,500.00	$ 10,500.00
663-1-400	SIGNAL PRIORITY AND PREEMPTION SYSTEM (RELOCATE) (OPTICOM)	EA	1	$ 1,751.00	$ 1,751.00	$ 1,700.00	$ 1,700.00	$ 2,000.00	$ 2,000.00
665-1-11	PEDESTRIAN DETECTOR (F&I) (STANDARD)	EA	16	$ 242.00	$ 3,872.00	$ 240.00	$ 3,840.00	$ 250.00	$ 4,000.00
670-5-111	TRAFFIC CONTROLLER ASSEMBLY (F&I) (NEMA) (1 PREEMPTION)	AS	1	$ 22,946.00	$ 22,946.00	$ 22,000.00	$ 22,000.00	$ 27,000.00	$ 27,000.00
670-5-410	TRAFFIC CONTROLLER ASSEMBLY (MODIFY)	AS	1	$ 1,903.00	$ 1,903.00	$ 1,900.00	$ 1,900.00	$ 2,000.00	$ 2,000.00
670-5-600	TRAFFIC CONTROLLER ASSEMBLY (REMOVE CONTROLLER WITH CABINET)	AS	1	$ 429.00	$ 429.00	$ 420.00	$ 420.00	$ 450.00	$ 450.00
700-5-22	INTERNALLY ILLUMINATED SIGN (F&I OVERHEAD MOUNT) (12 – 18 SF) (STREET NAME)	EA	8	$ 4,642.00	$ 37,136.00	$ 4,500.00	$ 36,000.00	$ 3,500.00	$ 28,000.00
700-5-60	INTERNALLY ILLUMINATED SIGN (REMOVED)	EA	4	$ 110.00	$ 440.00	$ 110.00	$ 440.00	$ 100.00	$ 400.00
	SUBTOTAL SIGNALIZATION				**$ 508,403.30**		**$ 499,872.50**		**$ 555,485.00**
U1	24" PVC RECLAIMED WATER MAIN	LF	3,100	$ 80.39	$ 249,209.00	$ 93.00	$ 288,300.00	$ 175.00	$ 542,500.00
U2	12" PVC RECLAIMED WATER MAIN	LF	510	$ 26.84	$ 13,688.40	$ 83.00	$ 42,330.00	$ 85.00	$ 43,350.00
U3	10" PVC RECLAIMED WATER MAIN	LF	30	$ 37.51	$ 1,125.30	$ 73.00	$ 2,190.00	$ 90.00	$ 2,700.00
U4	8" PVC RECLAIMED WATER MAIN	LF	50	$ 27.86	$ 1,393.00	$ 45.00	$ 2,250.00	$ 80.00	$ 4,000.00
U5	6" PVC RECLAIMED WATER MAIN	LF	20	$ 23.80	$ 476.00	$ 26.00	$ 520.00	$ 60.00	$ 1,200.00
U6	24" LINE STOP	EA	1	$ 16,150.00	$ 16,150.00	$ 10,000.00	$ 10,000.00	$ 21,500.00	$ 21,500.00
U7	12" LINE STOP	EA	1	$ 6,295.00	$ 6,295.00	$ 2,900.00	$ 2,900.00	$ 9,000.00	$ 9,000.00
U8	24" GATE VALVE (INC. VALVE BOX & LID)	EA	6	$ 12,477.00	$ 74,862.00	$ 15,000.00	$ 90,000.00	$ 18,000.00	$ 108,000.00
U9	12" GATE VALVE (INC. VALVE BOX & LID)	EA	1	$ 2,146.00	$ 2,146.00	$ 2,500.00	$ 2,500.00	$ 3,300.00	$ 3,300.00
U10	10" GATE VALVE (INC. VALVE BOX & LID)	EA	1	$ 1,859.00	$ 1,859.00	$ 2,000.00	$ 2,000.00	$ 2,600.00	$ 2,600.00
U11	8" GATE VALVE (INC. VALVE BOX & LID)	EA	2	$ 1,283.00	$ 2,566.00	$ 1,350.00	$ 2,700.00	$ 1,800.00	$ 3,600.00
U12	6" GATE VALVE (INC. VALVE BOX & LID)	EA	1	$ 929.00	$ 929.00	$ 1,000.00	$ 1,000.00	$ 1,300.00	$ 1,300.00
U13	COMBINATION AIR RELEASE VALVE	EA	4	$ 4,044.00	$ 16,176.00	$ 5,000.00	$ 20,000.00	$ 5,600.00	$ 22,400.00
U14	CONNECT TO EXISTING RECLAIMED WATER MAIN	EA	5	$ 4,768.00	$ 23,840.00	$ 2,000.00	$ 10,000.00	$ 6,100.00	$ 30,500.00
U15	CONNECT TO EXISTING IRRIGATION LINE	EA	4	$ 1,763.00	$ 7,052.00	$ 720.00	$ 2,880.00	$ 2,000.00	$ 8,000.00
U16	REMOVE EXISTING RECLAIMED WATER MAIN	LF	4300	$ 5.02	$ 21,586.00	$ 6.90	$ 29,670.00	$ 29.00	$ 124,700.00
U17	RECLAIMED WATER MAIN FITTINGS	TN	11.05	$ 9,714.00	$ 107,339.70	$ 11,000.00	$ 121,550.00	$ 11,000.00	$ 121,550.00
	SUBTOTAL UTILITIES				**$ 546,692.40**		**$ 630,790.00**		**$ 1,050,200.00**
Grand Total					**$ 3,687,388.95**		**$ 4,398,838.30**		**$ 5,999,520.20**

BID CHECKLIST					
PROJECT DATA		**BIDDER INFORMATION**			
Owner:	City of Winter Garden	Name:	DeWitt Excavating, Inc.		
Location:	300 West Plant Street Winter Garden, FL 34787	Address:	14463 West Colonial Drive Winter Garden, FL 34787		
Contract:	Bid #13-018 Avalon Road (CR 545) Intersection Improvements	Contractor's No.:	CUC 1225226		
Checklist		**Check One**			**Comments**
		Yes	**No**	**N/A**	
Acknowledges all Addenda?		✓			
Balanced Bid?		✓			
Extensions correct?		✓			
Incomplete unit prices?			✓		
Conditional bid?			✓		
Bid Proposal properly signed?		✓			
Serious bid omissions?			✓		
Unauthorized alterations of form?			✓		
Questionnaire Completed?		✓			
Subcontractors less than 50% of bid amount?		✓			
Project Experience References?		✓			
Compliance with Florida Trench Safety Act?		✓			
Drug-Free Workplace Certification?		✓			
5% Bid Bond		✓			
Corporate Authority?		✓			
Power of Attorney		✓			
Noncollusion Affidavit?		✓			
Certification of Non-Segregated Facilities?		✓			
Sworn Statement on Public Entity Crimes?		✓			
Non-Discriminatory Labor Pratices		✓			

✓ in box for properly completed Bid.

THE CITY OF WINTER GARDEN

CITY COMMISSION AGENDA ITEM

From: Don Cochran, Assistant City Manager – Public Services

Via: Mike Bollhoefer, City Manager

Date: August 25, 2015 **Meeting Date:** September 10, 2015

Subject: Renewal of the Interlocal Agreement for the Watershed Atlas Project with Orange County

Issue: Orange County has requested that the City of Winter Garden renew the Interlocal Agreement for the Watershed Atlas Project in which the City agrees to assist the County in paying for the Watershed Atlas Project.

A joint venture with the University of South Florida, the project amasses data collected in watersheds throughout Orange County on a geographically based website. The Atlas provides information on local watershed issues and is a tool scientists and professionals use to access, graph, and download data.

The City will appropriate the sum of nine thousand four hundred fifty-two dollars ($9,452.00) for the project's maintenance for the period commencing June 1, 2015, and ending May 31, 2019, to be used by the County solely for the purpose of making payments toward the project during the term of this agreement. The City shall make four payments of $2,363.00 per year, due on the anniversary of the agreement.

Recommended Action:

Recommend renewal of the Interlocal Agreement for the Watershed Atlas Project with Orange County at a total cost of $9,452.00.

Attachments/References:

- Interlocal Agreement for the Watershed Atlas Project between Orange County and the City of Winter Garden.
- Recommendation Letter from Art Miller, City Engineer.

07/31/15

ORANGE COUNTY, FLORIDA
and
CITY OF WINTER GARDEN, FLORIDA

INTERLOCAL AGREEMENT
for
WATERSHED ATLAS PROJECT

THIS INTERLOCAL AGREEMENT is made and entered into this _____ day of _____ 2015, by and between Orange County, a charter county and political subdivision of the State of Florida ("County"), and the City of Winter Garden, a municipal corporation existing by and under the laws of the State of Florida ("Winter Garden").

WITNESSETH:

WHEREAS, the County and the University of South Florida ("USF") have entered into a contract dated June 1, 2015 ("Contract") where USF has implemented the Watershed Atlas Project ("Project"); and

WHEREAS, under the Contract, the County has agreed to pay USF a designated sum for the annual maintenance of the Project; and

WHEREAS, the Project will provide the County and Winter Garden with information about their water quality and other watershed related projects and information; and

WHEREAS, both parties now desire to renew the Contract for a period of forty-eight (48) months; and

WHEREAS, Winter Garden has agreed to assist the County in paying for the maintenance of the Project.

NOW, THEREFORE, in consideration of the promises contained herein and for good and valuable consideration, the receipt and sufficiency of which is hereby acknowledged, the parties hereby agree as follows:

Section 1. Term and Termination. This agreement shall commence on _____, 2015 ("Commencement Date") and shall be for a period of forty-eight (48) months. However, this agreement can be terminated by either party, with or without cause, upon no less than sixty (60) days notice in writing to the other party. Such notice shall be delivered by certified mail or in person to the business address of the party upon whom such notice is served.

Section 2. Winter Garden's Contribution. Winter Garden has appropriated for the period commencing on June 1, 2015 and ending on May 31, 2019, the total sum of nine thousand four hundred fifty-two dollars ($9,452), to be used by the County solely for the purpose of maintaining the Project. Winter Garden's contribution shall be made to the County in four (4) payments during the term of this agreement. The first payment, in the amount of two thousand three hundred sixty-three dollars ($2,363), shall be due thirty (30) days from the Commencement Date. The second and third payments, in the amounts of two thousand three hundred sixty-three dollars ($2,363) each, shall be due on the first, second and third anniversary, respectively, of this agreement.

Section 3. Use of Funds. The County shall use Winter Garden's funds solely for the maintenance of the Project.

Section 4. Right to Inspect and Audit Books. The County will utilize such accounting procedures and practices in maintenance of the records of receipts and disbursements of the funds contributed by Winter Garden as will be in accordance with generally accepted accounting principles. All such records shall be open to inspection by Winter Garden or by its designees during normal business hours for a period of four (4) years from the expiration of this agreement. Any cost incurred by the County as a result of an audit by Winter Garden shall be the sole responsibility of and shall be borne by the County. In addition, should the County provide any or all of Winter Garden's funds to sub-recipients, then and in that event, the County shall include in written agreements with such sub-recipients a requirement that records of the sub-recipient be open to inspection and audit by Winter Garden or its designees.

Section 5. Public Records Act. In accordance with Chapter 119 of the Florida Statutes (Public Records Law), any "public record" created or received by either party, including reports, specifications, drawings, maps, and tables, must be made for inspection, and upon request and payment, copying, unless such public record falls within an exception or exemption to the Public Records Act and each page is clearly and conspicuously marked as such.

Section 6. Equal Opportunity Employment/Procurement. The County, in performing under this agreement, shall not discriminate against any worker, vendor, employee or applicant or any member of the public because of race, creed, color, sex, age or national origin, nor otherwise commit an unfair employment and/or procurement practice on such basis.

Section 7. Indemnification. To the fullest extent permitted by law, each party to this agreement shall be solely responsible for all claims, including, but not limited to, suits, actions, legal or administrative proceedings, claims, demands, damages, liabilities, interest, attorneys' fees, costs and expenses of whatsoever kind or nature, arising out of its acts, errors and omissions in connection with this agreement, or the acts, errors and omissions of anyone acting under its direction, control and on its behalf, and accordingly, each party shall defend, indemnify and hold harmless the other party, its agents, employees and elected officers, at all times from and against any and all liability, loss or expenses arising from said claims, to the extent allowed by law. However, nothing contained herein shall constitute a waiver by either party of its sovereign immunity or the provision of Section 768.28, Florida Statutes.

Section 8. Assignment. Neither party may assign its rights hereunder without the prior written consent of the other party. Failure to comply with this section may result in immediate termination of this agreement.

Section 9. Notices. All notices permitted or required by this agreement shall be given by hand delivery or sent by certified mail, return receipt requested, addressed as follows:

To Orange County: Environmental Program Spvsr, Water Sciences
800 Mercy Drive, Suite 4
Orlando, Florida 32808-7896
Phone: (407) 836-1400
Fax: (407) 836-1441

To Winter Garden: Don Cochran
Assistant City Manager for Public Service
300 West Plant Street
Winter Garden, Florida 34787-3009
Phone: (407) 656-4111, ext. 2263

Section 10. Independent Contractor. It is mutually understood and agreed that nothing contained in this agreement is intended, or shall be construed, as in any way creating or establishing the relationship as partners or joint venturers between the parties hereto or as constituting the County as the agent or representative of Winter Garden for any purpose or for any manner whatsoever.

Section 11. Litigation and Venue. In the event a party deems it necessary to take legal action to enforce any provision of this agreement, venue shall be in the Circuit Court of the Ninth Judicial Circuit in Orange County, Florida.

Section 12. Governing Law. The laws of the State of Florida shall govern the validity, performance, and enforcement of this agreement.

Section 13. Waiver. Performance of this agreement by any party after notice of default of the terms, covenants or conditions, shall not be deemed a waiver of any right to terminate this agreement for any subsequent default, and no waiver of such default shall be construed or act as a waiver of any subsequent default.

Section 14. Amendments. This agreement may be amended only through a written document executed by the parties.

Section 15. Remedies. No remedy herein conferred upon any part is intended to be exclusive of any other remedy, and each and every such remedy shall be cumulative and shall be in addition to every other remedy given hereunder or now or hereafter existing at law or in equity or by statute or otherwise. No single or partial exercise by any party of any rights, power, or remedy hereunder shall preclude any other or further exercise thereof.

Section 16. Filing. A copy of this agreement may be filed with the Clerk to the Board of County Commissioners for Orange County, Florida.

Section 17. No Third-Party Beneficiaries. This agreement does not create, and shall not be construed as creating, any rights enforceable by any person or entity other than the parties to this agreement.

Section 18. Severability. In the event that any section, paragraph, sentence, clause or provision hereof be held by a court of competent jurisdiction to be invalid, such shall not affect the remaining portions of this agreement and the same shall remain in full force and effect.

Section 19. Signatory. Each person executing this agreement represents that he or she has the authority to enter into this agreement on behalf of the entity involved.

Section 20. Entire Agreement. This agreement constitutes the entire agreement between the parties hereto with respect to the subject matter hereof; any representations or statements heretofore made with respect to such subject matter, whether verbal or written, are merged herein. No other agreement whether verbal or written, with regard to the subject matter hereof shall be deemed to exist.

REMAINDER OF THIS PAGE INTENTIONALLY LEFT BLANK

IN WITNESS WHEREOF, Orange County and Winter Garden have hereunto executed this agreement as of the day and year first above written.

ORANGE COUNTY, FLORIDA
By: Board of County Commissioners

By: _____
Teresa Jacobs
Orange County Mayor

Date: _____

ATTEST: MARTHA O. HAYNIE, County Comptroller
As Clerk of the Board of County Commissioners

By: _____
Deputy Clerk

CITY OF WINTER GARDEN, FLORIDA

By:_____

Its: _____

Date: _____

ATTEST:

_____
City Clerk

#0825-03

CITY OF WINTER GARDEN

Engineering Department

300 West Plant Street - Winter Garden, Florida 34787-3011
(407) 656-4111 - FAX (407) 877-2363

MEMORANDUM

TO: MICHAEL BOLLHOEFER, CITY MANAGER
DON COCHRAN, ASSISTANT CITY MANAGER – PUBLIC SERVICES

FROM: ARTHUR R. MILLER, III, PE, PLS - CITY ENGINEER

DATE: AUGUST 6, 2015

SUBJECT: REVIEW OF DRAFT ORANGE COUNTY INTERLOCAL AGREEMENT
WATERSHED ATLAS PROJECT

Pursuant to your request, we have reviewed the Draft Interlocal Agreement received from Orange County yesterday for renewal of the City's participation in the Watershed Atlas Project. The Watershed Atlas provides watershed information in and around Winter Garden, and the City receives education and outreach credit required by our NPDES permit.

In comparing this draft with the previous agreement (June 1, 2012 thru May 31, 2015), the following changes are noted:

- The term of the new agreement was increased from 36 months to 48 months.
- The annual cost has increased slightly from $2,250.00 per year to $2,363.00 per year.

Other than those changes, the proposed draft agreement is essentially the same as the previous agreement. In that this helps the City fulfill part of the requirements of its NPDES permit, we recommend approval of the Interlocal Agreement for the next four (4) year term.

I have attached the proposed draft agreement and the previous agreement for comparison. Please review this information and let me know if you have any questions. Thank you.

END OF MEMORANDUM

File: W\ARM\WG196

THE CITY OF WINTER GARDEN

CITY COMMISSION AGENDA ITEM

From: Steve Pash, Community Development Manager

Via: City Manager Mike Bollhoefer

Date: September 3, 2015 **Meeting Date:** September 10, 2015

Subject: 420 Roper Road
Sonata West Orange Campus – Site Plan
PARCEL ID# 35-22-27-0000-00-057

Issue: The applicant is requesting Site Plan approval to allow construction of a 115 unit Assisted/Independent Living Facility at 420 Roper Road.

Discussion:

The applicant is requesting Site Plan approval to allow construction of a 115 unit Assisted/Independent Living Facility on a 7.15 +/- acre property.

Recommended Action:

Staff recommends approval of the Site Plan subject to the conditions in the PUD ordinance.

Attachment(s)/References:

Location Map
Site Plan

SERENADES BY SONATA PUD
WINTER GARDEN, FLORIDA

JUNE 2015 △1

SHEET INDEX:

C000	COVER SHEET
C100	DEVELOPMENT SITE & UTILITY PLAN
L0.01	PD LANDSCAPE PLANTING PLAN
L0.02	PD LANDSCAPE PLANTING SCHEDULE, NOTES & DETAILS
L0.03	PD WALL AT MAIN DROP OFF
L0.04 △1	SHADE TREES
L0.05	PALM TREES
L0.06	ORNAMENTAL TREES
L0.07	SHRUBS
L0.08	GROUND COVER
L0.09	POND EDGE PLANTING
A.1	IL/AL EAST ELEVATION
A.2	IL/AL NORTH ELEVATION
A.3	IL/AL SOUTH ELEVATION
A.4	IL/AL WEST ELEVATION
A.5	MEDICAL OFFICE BUILDING ELEVATION

PARCEL ID: 35-22-27-0000-00-001

PARCEL ID: 35-22-27-0000-00-042 (PARTIAL)

PARCEL ID: 35-22-27-0000-00-057

DRAINAGE STATEMENT:

1. ON-SITE STORMWATER MANAGEMENT FACILITIES WILL BE PROVIDED TO MEET ST. JOHNS RIVER WATER MANAGEMENT DISTRICT (SJRWMD) AND CITY OF WINTER GARDEN REQUIREMENTS.
2. STORMWATER MANAGEMENT SYSTEM WILL COMPLY WITH SJRWMD LAKE APOPKA BASIN CRITERIA. WEKIVA RECHARGE PROTECTION BASIN RECHARGE STANDARD DOES NOT APPLY AS ON-SITE SOILS ARE NOT NRCS TYPE "A" SOILS PER THE SCS SOILS MAP.

ZONING INFORMATION:

SITE:	PUD, R-1
FRONT/EAST:	DANIELS ROAD/PUD
SIDE/NORTH:	R-1
SIDE/SOUTH:	ROPER ROAD/R-1, PUD
REAR/WEST:	R-1

CONTACT INFORMATION:

OWNER:
HEALTH CARE REIT, INC.
C/O SONATA HEALTH CARE, LLC
STEPHEN CARUSO
301 EAST PINE STREET, SUITE 730
ORLANDO, FL. 32801
PHONE: 407-286-6490
FAX: 407-412-6155
CELL: 407-383-1575
E-MAIL: SCARUSO@SONATAHC.COM

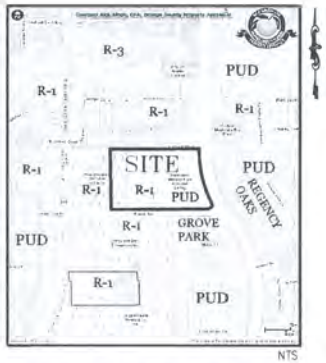
DEVELOPER:
SONATA HEALTH CARE
STEPHEN CARUSO
301 E. PINE STREET, SUITE 730
ORLANDO, FL. 32801
TEL: 407.286.6490
FAX: 407.412.6155
E-MAIL: SCARUSO@SONATAHC.COM

SURVEYOR:
BENCHMARK SURVEYING & MAPPING, INC.
BILLY JOE JENKINS, JR. PSM
557 WEST PLANT STREET
WINTER GARDEN, FL. 34787
TEL: 407.654.6183
FAX: 407.654.6184
E-MAIL: BENCHMARKSURVEYINGANDMAPPING.COM

ENGINEER:
KLIMA WEEKS CIVIL ENGINEERING, INC.
SELBY G. WEEKS, PE, LEED AP
385 DOUGLAS AVE., STE. 2100
ALTAMONTE SPRINGS, FLORIDA 32714
TEL: 407.478.8750
FAX: 407.478.8749
E-MAIL: SWEEKS@KLIMAWEEKS.COM

ARCHITECT:
THREE LIVING ARCHITECTURE
4040 N. CENTRAL EXPRESSWAY, SUITE 200
DALLAS, TX 75204
TEL: 214.559.4080
FAX: 214.559.0990

LANDSCAPE ARCHITECT:
TALLEY ASSOCIATES
1925 SAN JACINTO, SUITE 400
DALLAS, TX 75201
TEL: 214.871.7900
FAX: 214.871.7985



NTS

VICINITY & EXISTING ZONING MAP
(NORTHWEST CORNER OF THE INTERSECTION OF DANIELS ROAD & ROPER ROAD, WINTER GARDEN, FLORIDA 34787)

Property Description (Health Care Reit West Orange Property)

A parcel of land being a portion of the Northwest 1/4 and Northeast 1/4 of Section 35, Township 22 South, Range 27 East, Orange County, Florida, being more particularly described as follows:

COMMENCE at the Northeast corner of the Northwest 1/4 of Section 35, Township 22 South, Range 27 East, Orange County, Florida; thence South 89°52'01" West, along the North line of said Northwest ¼, a distance of 60.00 feet to the POINT OF BEGINNING, said point being on the West right of way line of Daniels Road according to that certain Warranty Deed recorded in Official Records Book 6608, Page 2300, Public Records of Orange County, Florida; thence South 00°11'04" East, along said West right of way line, a distance of 24.69 feet to a point of curvature of a curve concave Northeasterly, having a radius of 1260.00 feet and a central angle of 26°37'30"; thence 585.51 feet along the arc of said curve and said West right of way line to a point of reverse curvature with a curve, concave Northwesterly, having a radius of 25.00 feet and a central angle of 87°32'48"; thence Southwesterly, along the arc of said curve and right of way line, a distance of 38.20 feet to the point of tangency; thence South 60°43'30" West, along the North right of way of Roper Road according to the subdivision plat of GROVE PARK AT STONE CREST recorded in Plat Book 66, Page 46, Public Records of Orange County, Florida, a distance of 34.70 feet to a point of curvature of a curve, concave Northerly, having a radius of 20.00 feet and a central angle of 29°02'44"; thence, along the arc of said curve and Northerly right of way line of said Roper Road, a distance of 10.14 feet to the point of tangency; thence South 89°47'18" West, along the North right of way line according to that certain Warranty Deed recorded in Official Records Book 6852, Page 4525, Public Records of Orange County, Florida, a distance of 540.19 feet to a point on a line lying 523.67 feet West of and parallel to the East line of the Northeast 1/4 of said Section 35; thence North 00°48'20" West, along said line, a distance of 642.47 feet to the North line of the Northwest 1/4 of said Section 35; thence North 89°52'01" East, along said North line, a distance of 463.70 feet to the POINT OF BEGINNING.

LESS AND EXCEPT

A strip of land being thirty feet in width conveyed to the City of Winter Garden by Special Warranty Deed recorded in Official Records Book 10509, Page 1288 of the Public Records of Orange County, Florida and being more particularly described as follows:

COMMENCE at the Northeast corner of the Northwest 1/4 of Section 35, Township 22 South, Range 27 East, Orange County, Florida; thence South 89 degrees 52 minutes 01 seconds West, along the North line of said Northwest 1/4, a distance of 60.00 feet to the West right of way line of Daniels Road according to that certain Warranty Deed recorded in Official Records Book 6608, Page 2300, Public Records of Orange County, Florida and a POINT OF BEGINNING; thence continue South 89 degrees 52 minutes 01 seconds West, along the North line of said Northwest 1/4, a distance of 463.70 feet to a point on a line lying 523.67 feet West of and parallel to the East line of the Northeast 1/4 of said Section 35; thence South 00 degrees 48 minutes 20 seconds East, along said line, a distance of 30.00 feet; thence North 89 degrees 52 minutes 01 seconds East, along a line that is 30.00 feet South of and parallel to the North line of said Northwest 1/4, a distance of 463.39 feet to a point on the West right of way line of said Daniels Road, said point lying on a curve concave Easterly, having a radius of 1260.00 feet and a central angle of 00 degrees 14 minutes 29 seconds; thence, from a tangent bearing of North 00 degrees 25 minutes 33 seconds West, along the arc of said curve and said right of way line, 5.31 feet to a point of tangency; thence, continuing along said right of way line, North 00 degrees 11 minutes 04 seconds West a distance of 24.69 feet to the POINT OF BEGINNING.

Property Description (Proffer Property)

A parcel of land being a portion of the North 1/2 of the Northeast 1/4 of the Northwest 1/4 of Section 35, Township 22 South, Range 27 East, Orange County, Florida, being more particularly described as follows:

COMMENCE at the Northeast corner of the Northwest 1/4 of Section 35, Township 22 South, Range 27 East, Orange County, Florida; thence South 89°52'01" West, along the North line of said Northwest ¼, a distance of 523.70 feet to a point on a line lying 523.67 feet West of and parallel to the East line of the Northeast 1/4 of said Section 35 and POINT OF BEGINNING; thence South 00°48'20" East, along said line lying 523.67 feet West of and parallel to the East line of the Northeast 1/4, a distance of 642.47 feet to the North right of way line of Roper Road according to that certain Warranty Deed recorded in Official Records Book 6852, Page 4525, Public Records of Orange County, Florida; thence South 89°47'18" West, along said right of way line, a distance of 259.51 feet to a point on the West line of the East 259.50 feet of a parcel of land described in that certain Warranty Deed recorded in Official Records Book 6002, Page 1336 of the Public Records of Orange County, Florida; thence North 00°48'20" West, along said line, a distance of 642.78 feet to the North line of the Northwest 1/4 of said Section 35; thence North 89°52'01" East, along said North line, a distance of 259.51' feet to the POINT OF BEGINNING.

Property Description (New Horizons Christian Church Property)

A parcel of land being a portion of the North 1/2 of the Northeast 1/4 of the Northwest 1/4 of Section 35, Township 22 South, Range 27 East, Orange County, Florida, being more particularly described as follows:

COMMENCE at the Northeast corner of the Northwest 1/4 of Section 35, Township 22 South, Range 27 East, Orange County, Florida; thence South 89°52'01" West, along the North line of said Northwest ¼, a distance of 783.21 feet to a point on the East line of a parcel of land described in that certain Corrective Quit Claim Deed recorded in Official Records Book 9954, Page 4460, Public Records of Orange County, Florida and POINT OF BEGINNING; thence South 00°48'20" East, along said East line, a distance of 642.78 feet to the North right of way line of Roper Road according to that certain Warranty Deed recorded in Official Records Book 6852, Page 4525, Public Records of Orange County, Florida; thence South 89°47'18" West, along said right of way line, a distance of 212.01 feet to a point on the West line of the East 212.00 feet of said parcel of land described in Corrective Quit Claim Deed; thence North 00°48'20" West, along said West line, a distance of 643.02 feet to the North line of the Northwest 1/4 of said Section 35; thence North 89°52'01" East, along said North line, a distance of 212.01' feet to the POINT OF BEGINNING.

ALLOWABLE USES:

PRIMARY RESIDENTIAL USES:	ASSISTED LIVING FACILITY, INDEPENDENT LIVING FACILITY, MEMORY CARE/NURSING HOME
NON-RESIDENTIAL USES:	HOSPICE, MEDICAL OFFICE.

FLOOD ZONE:

SUBJECT PROPERTY LIES WITHIN ZONE X, AREA DETERMINED TO BE OUTSIDE THE 0.2% ANNUAL CHANCE FLOODPLAIN, ACCORDING TO THE NATIONAL FLOOD INSURANCE PROGRAM RATE MAP, COMMUNITY-PANEL NUMBER 12095C0215F, DATED SEPTEMBER 25, 2009.

Klima Weeks CIVIL ENGINEERING
385 Douglas Avenue, Ste 2100
Altamonte Springs, FL 32714
Telephone 407.478.8750
Facsimile 407.478.8749
Certificate of Authorization No.: 9236

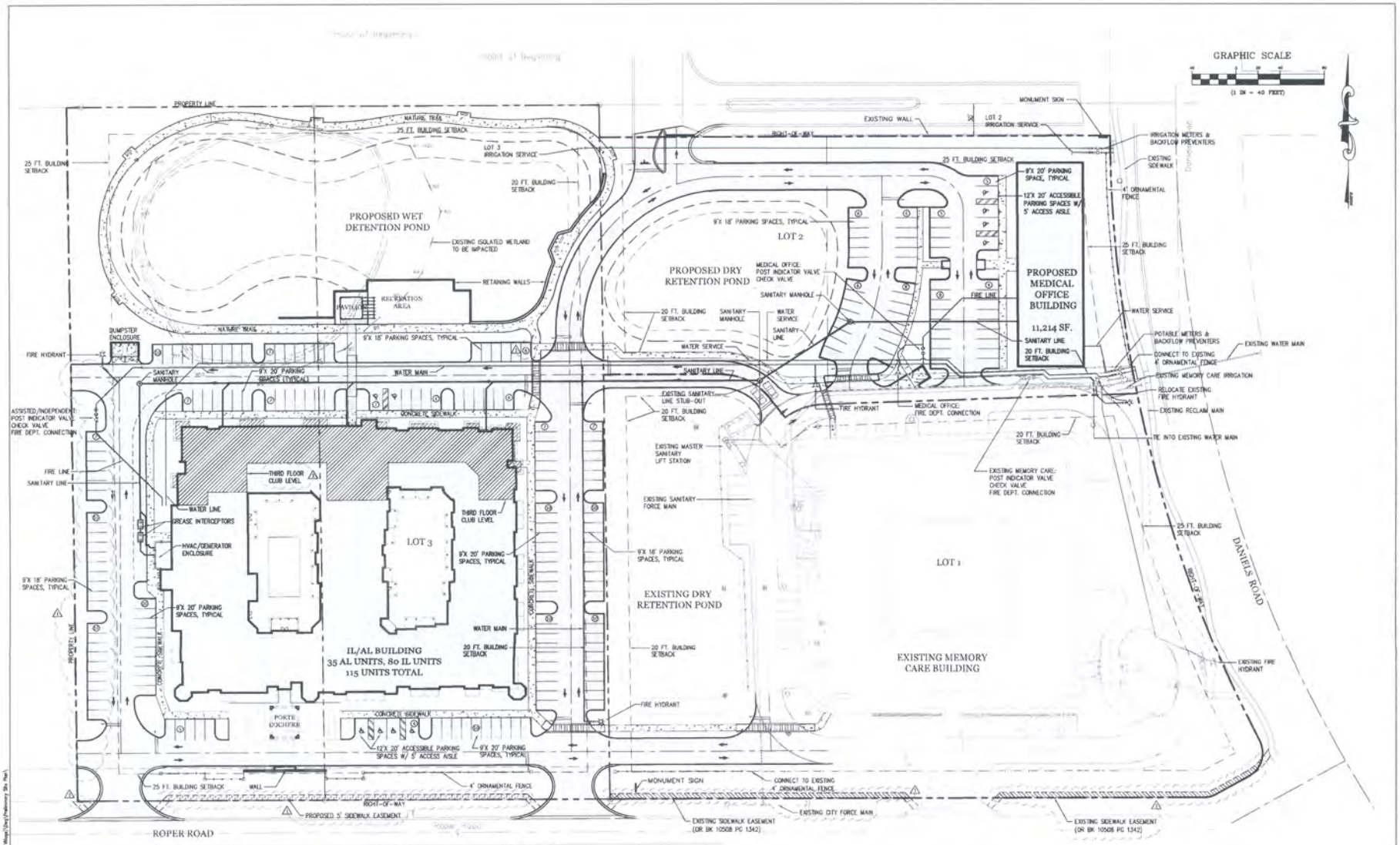
Selby G. Weeks 55601

SERENADES BY SONATA PUD
WINTER GARDEN, FLORIDA
COVER SHEET

revision	description	date
△1	City Comments	6/17/15
△		
△		
△		
△		
△		

drawn by:	KVZ
checked by:	SGW
date:	4/27/15
plot scale:	AS SHOWN
project number:	14SONA6003
file name:	

C000



SITE DATA:

EXTERNAL SITE LIGHTING:
SITE LIGHTING SHALL BE PROVIDED IN ACCORDANCE WITH CITY OF WINTER GARDEN CODE, SECTIONS 118: 1536-1538

UTILITY STATEMENT:
THE UTILITY DESIGN SHOWN HEREON IS PRELIMINARY FOR ILLUSTRATIVE PURPOSES AND IS SUBJECT TO CHANGE DURING FINAL DESIGN.

DELIVERIES:
NO DELIVERIES BETWEEN 9 PM AND 7 AM.

LOT 1 DATA:

BUILDING INFORMATION (EXISTING):
37,356 SF. - 45 UNIT, 56 BED MEMORY CARE FACILITY
BUILDING HEIGHT - 26 FT. (ONE STORY)
TOWER ELEMENT - 35 FT.

PARKING CALCULATION:
BASIS: 1 SPACE/ 2 PATIENT BEDS

REQUIRED: 56 BED X 1 SPACE/2 BEDS= 28 SPACE
PROVIDED: 54 STANDARD + 4 ACCESSIBLE= 58 SPACES

LOT 2 DATA:

BUILDING INFORMATION:
11,214 SF. MEDICAL OFFICE
MAXIMUM BUILDING HEIGHT - 30 FT. (ONE STORY)

MINIMUM PARKING REQUIREMENTS:
BASIS: MEDICAL OFFICE - 3 SPACES/1,000 SF.
REQUIRED: 3 SPACES X 11,214/1,000 = 34
PROVIDED: 52 STANDARD + 4 ACCESSIBLE = 56 SPACES

ESTIMATED SCHEDULE:
START CONSTRUCTION - APRIL 2016
COMPLETE CONSTRUCTION - NOVEMBER 2016

LOT 3 DATA:

BUILDING INFORMATION:
115 UNIT ASSISTED/ INDEPENDENT LIVING FACILITY
MAXIMUM BUILDING HEIGHT - 45 FT. (THREE STORY)

ESTIMATED SCHEDULE:
START CONSTRUCTION - SEPTEMBER 2015
COMPLETE CONSTRUCTION - NOVEMBER 2016

MINIMUM PARKING REQUIREMENTS:
PROPOSED BASIS:
IL: 1 SPACE PER UNIT
AL: 0.7 SPACES PER UNIT
PLUS 1 SPACE PER STAFF DURING PEAK STAFFING

THEREFORE:
IL UNITS= 80, AL UNITS= 35, STAFF= 35
(1 SPACE X 80 UNITS) + (0.7 SPACES X 35 UNITS) + (1 SPACE X 35 STAFF)= 140
REQUIRED PARKING = 140 SPACES

PROVIDED: 153 STANDARD + 6 ACCESSIBLE = 159 SPACES △1

Klima Weeks CIVIL ENGINEERING
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Telephone 407.478.8750
Facsimile 407.478.8749
Certificate of Authorization No. 9231

Selby G. Weeks 56901

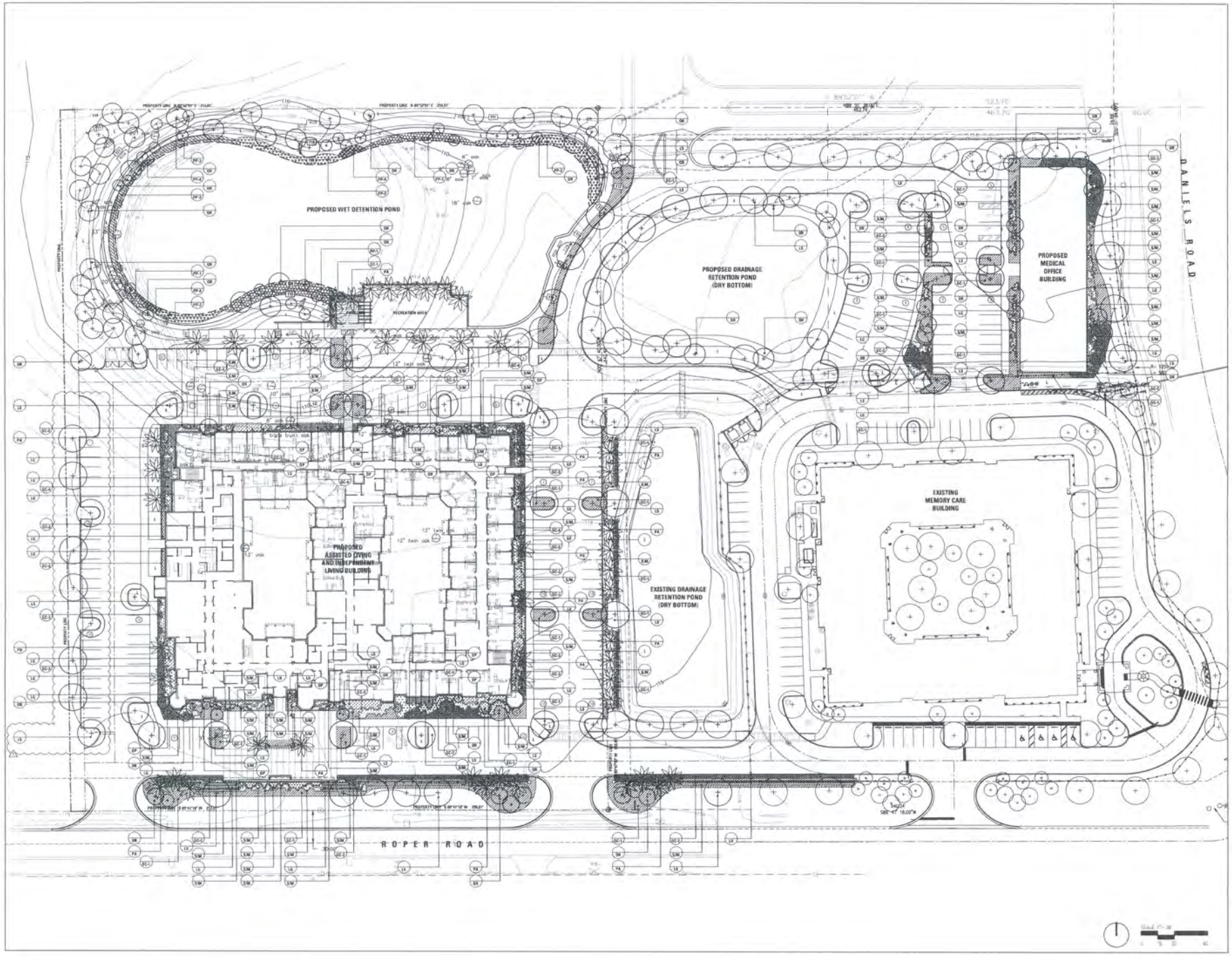
SERENADES BY SONATA PUD
WINTER GARDEN, FLORIDA
DEVELOPMENT SITE & UTILITY PLAN

revision	description	date
△1	City Comments	6/17/15
△		
△		
△		
△		
△		

drawn by: KVZ
checked by: SGW
date: 4/27/15
plot scale: AS SHOWN
project number: 14SONA003
file name:

C100

Filename : C100 SITE PLAN - MC Health Village.dwg Plot Date : Jun. 17, 2015 11:36am
File Location : S:\Projects\Land Projects 2014\14SONA003 (MC Health Village)\Dwg\Preliminary Site Plan\



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Talley Associates

Serenades By Sonata P.U.D.

420 Roper Road
Winter Garden, FL 34787

Revision	Description	Date
1	City Comments	6/17/15

PROJECT NO. 14013
DATE April 27, 2015
SCALE

OWNER
SONATA SENIOR LIVING

PHASE

SHEET DESCRIPTION
PD LANDSCAPE PLANTING PLAN

SHEET NUMBER
L0.01

Digital File

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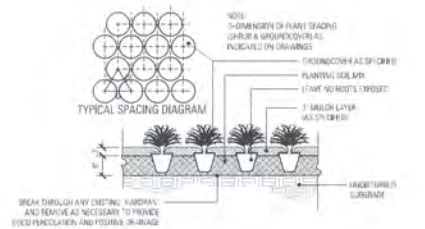
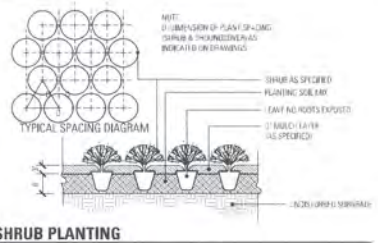
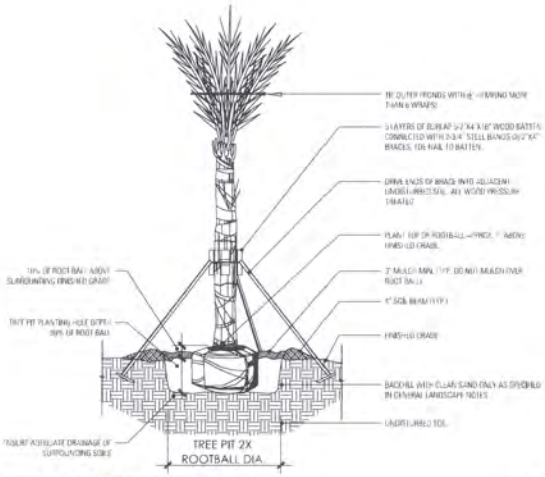


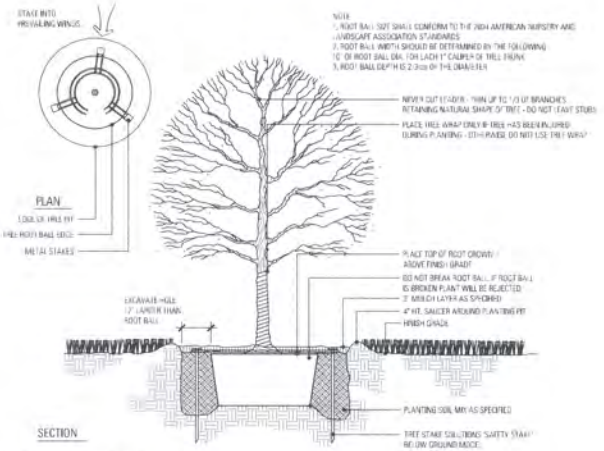
4 **GROUNDCOVER PLANTING**
NTS



3 **SHRUB PLANTING**
NTS



2 **PALM PLANTING DETAIL**
N.T.S.



1 **TREE PLANTING DETAIL**
Scale: 1"=1'-0"

GENERAL NOTES FOR LANDSCAPE PLANTING

1. All base information provided by others, contractor shall field verify all information prior initiating planting installation.
2. Contractor shall notify all pertinent utility companies 48 hours minimum prior to digging for verification of all underground utilities. Plans are prepared according to the best information available at the same of preparing these documents.
3. The contractor shall become completely familiar with existing site conditions prior to beginning installation. All existing site improvements, paving, landscape, lighting, and other site elements to remain shall be protected from damage unless otherwise noted.
4. Unless otherwise noted, the limits of construction are the clearing limits noted on the plans.
5. The contractor shall report any discrepancies between the construction drawings and actual field conditions to the Owner's representative immediately.
6. The contractor shall coordinate all work with related contractors and with the general construction of the project in order to not impede the progress of work of others or the contractor's own work.
7. Contractor shall be responsible to remove all existing ground covers for all new planting beds by approved means prior to planting installation. Contractor shall be responsible to replace all portions of existing planting or lawn areas indicated to remain while completing new planting installation work with same kind of plants or grass to the satisfaction of the owner at no additional cost.
8. The contractor shall bear all cost associated with soil testing and soil amendments as required as a result of the soil testing laboratory's recommendations. Prior to initiating installation the contractor shall provide soil test for at least two on-site locations.
9. All plant container sizes noted on the plant list are minimum. Increase size of containers if necessary to conform to the plant size and specifications.
10. All trees shall have six (6) clear trunks unless otherwise noted on the plant list. Any tree trunk with a "V" shaped crotch will be rejected. All tree caliper (Cal.) sizes noted on the plant list are minimum. Increase size if necessary to conform to specified plant size in the plant list.
11. **Erosion control fabric shall be installed in a shrub and groundcover planting areas as per the details and/or specifications for all slopes that are greater that 3:1 (slopes 1' vertical for every 3' horizontal).**
12. Shrub and ground cover plantings are typically shown on the plans in mass planting beds. Plants shall be set in a triangular spacing pattern (staggered spacing). Plant center to center dimensions (O.C.) are indicated in the plant list.
13. Landscape Contractor shall field adjust the location of plant material as necessary to avoid damage to existing trees and understory vegetation to remain, underground and above ground utilities and all other above ground elements. All changes required shall be coordinated with the Owner's Representative and the Landscape Architect prior to initiating any changes.
14. Any substitutions to plant material, size, or type must be approved by the Landscape Architect prior to installation. Landscape Contractor shall not make any substitutions or alterations to the landscape planting plans or plant list & materials without the prior approval of the Landscape Architect and Owner's Representative. Any Landscape Planting installed that does not conform to the plans, plant list and specifications shall be replaced immediately to the satisfaction of the Owner's Representative and Landscape Architect.
15. Contractor shall be responsible for hand watering as required to maintain and establish all planting (new, existing to be relocated, and existing plants to remain while irrigation system is being installed or repaired) to supplement irrigation and rainfall. The irrigation system is designed to maintain the landscape plantings and not establish them. The contractor is responsible for hand watering all planting areas, regardless of the status of existing or proposed irrigation systems.
16. Contractor shall clean the work areas at the end of each working day. Landscape rubbish and debris shall be collected and deposited off-site daily. All material, products, and equipment stored on-site shall be kept in an organized manner daily.
17. Contractor shall re-grade all areas disturbed by plant removal, relocation, and/or form installation work. The contractor shall replace by equal size and quality any and all existing plant material disturbed or damaged by planting removal, relocation, and/or installation.
18. Existing trees or other plant material indicated on the plans to be relocated shall be handled, cared for, and maintained as new plantings. The contractor is responsible for any required root pruning, wrapping, tree spading or ball and burlapping, additional supplemental hand watering, irrigation misters installed at the tree canopy, or any other sound horticultural practice required to ensure the survival of all relocated plant material.
19. The contractor shall refer to the landscape planting details, specifications, plant list and plans for further and complete planting installation instructions.
20. Landscape Contractor shall fully familiarize himself / herself with the project prior to bidding the work.
21. For site grading and contour information, existing vegetation to remain, buildings and other site feature locations and the location of all above and below ground utilities see the most current and up to date architectural, civil, electrical, structural and mechanical engineering drawings as provided by the Owner or Owner's Representative. Field locate all underground utilities, existing vegetation to remain and other obstructions and coordinate with Owner's Representative prior to initiating any Landscape Planting or Irrigation installation work. Landscape Contractor shall be responsible for repairing or replacing any damage committed to existing or proposed elements above or below ground to its original condition and to the satisfaction of the Owner and Owner's Representative.
22. Landscape Contractor shall field stake the location of all plant material and edges of planting beds for the review and approval by the Landscape Architect prior to initiating any installation of the landscape plantings.
23. Landscape Contractor shall coordinate work with the Irrigation Contractor and all other trades as required.

GENERAL NOTES FOR IRRIGATION

1. An irrigation system will be provided that provides 100% head to head coverage.
2. The irrigation system will include a rain shut-off device.
3. An irrigation plan will be provided with the Final Development Plan.

PLANT LIST

	SYM.	PLANT TYPE
TREES		
	LS	Large Shade Tree
	DR	Ornamental Tree
	PA	Palm Tree
	OP	Ornamental Palm Tree
SHRUBS / PERENNIALS		
	LG	Large Shrub
	S/M	Small/Medium Shrub
GROUNDCOVER & VINES		
	GC-1	Groundcover 1
	GC-2	Groundcover 2
	GC-3	Groundcover 3
	GC-4	Groundcover 4
POND AREA PLANTING		
	PP-1	Pond Area Planting 1
	PP-2	Pond Area Planting 2
	PP-3	Pond Area Planting 3
	PP-4	Pond Area Planting 4
LAWN & GRASSES		
	L	Lawn

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Serenades By Sonata P.U.D.
420 Roper Road
Winter Garden, FL 34787

PROJECT NO. 14013
DATE April 27, 2015

OWNER SONATA SENIOR LIVING

SHEET DESCRIPTION PD LANDSCAPE PLANTING SCHEDULE, NOTES AND DETAILS

SHEET NUMBER **L0.02**

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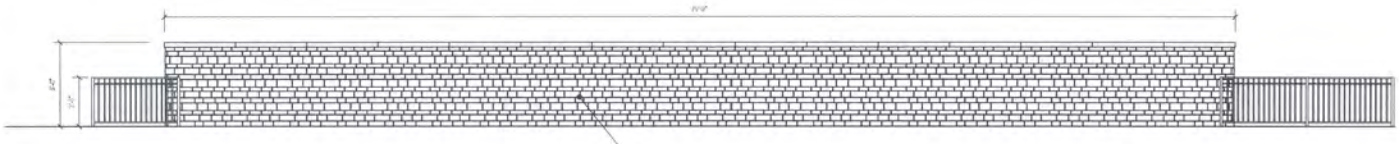
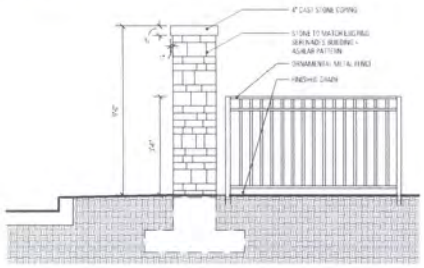
PLAN



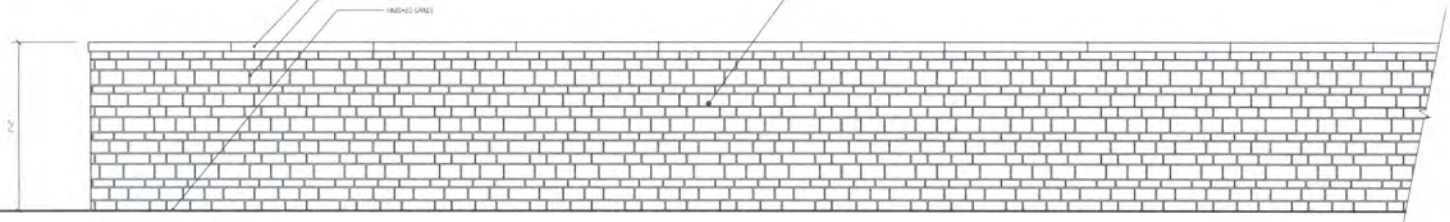
SOUTH ELEVATION

2 WALL AT MAIN DROPOFF
SCALE: 1/4" = 1'-0"



END ELEVATION

NOTE: IDENTITY SIGNAGE TO BE MOUNTED TO WALL. SIGNAGE TO BE DESIGNED IN COMPLIANCE WITH CITY OF WINTER GARDEN REQUIREMENTS



PARTIAL SOUTH ELEVATION

1 WALL AT MAIN DROPOFF - ENLARGED PARTIAL ELEVATIONS
SCALE: 1/2" = 1'-0"

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TolleyAssociates
Landscape Architecture
Planning
Urban Design

Serenades By Sonata P.U.D.

420 Roper Road
Winter Garden, FL 34787

PROJECT NO.: 14013
DATE: May 28, 2015
SEAL:

OWNER: SONATA SENIOR LIVING

PHASE:

SHEET DESCRIPTION: PD WALL AT MAIN DROPOFF

SHEET NUMBER: **L0.03**

Digital File:

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orlando, florida

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may 28, 2015

sonata west orange campus

east elevation

A.1

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may 28, 2015

sonata west orange campus

north elevation

A.2

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sonata west orange campus

south elevation

A.3

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sonata west orange campus

west elevation

A.4

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Serenades by Sonata PUD
orlando, florida

sonata at west orange - medical office buiding
perspective view

A.5

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THE CITY OF WINTER GARDEN

CITY COMMISSION AGENDA ITEM

From: George Brennan, Police Chief

Via: City Manager Mike Bollhoefer

Date: September 4, 2015 **Meeting Date:** September 10, 2015

Subject: The Federal Fiscal Year 2015 Edward Byrne Memorial Justice Assistance Grant (JAG) Formula Grant Program has earmarked $296,122 for Orange County. Of those funds, $10,000 is specifically earmarked for the Winter Garden Police Department and it is requested that these grant funds be utilized to purchase equipment to support/improve the electronic evidence associated with the body-worn camera program (known as the Electronic Evidence Improvement Project).

Issue: As a requirement of the grant program, Orange County must show that 51% of the municipalities, representing at least 51% of the population of Orange County, agree with the distribution of the awarded amount of $296,122. We also have to allow for public comment.

Recommended action: To approve the police department purchasing equipment for their Electronic Evidence Improvement Project with the $10,000 from the Fiscal Year 2015 Edward Byrne Memorial Justice Assistance Grant (JAG) Formula Grant Program.

Attachments/References:

1. 51% letter to be signed by the Mayor
2. Memo outlining the items to be purchased with the grant funds

CITY OF WINTER GARDEN
300 WEST PLANT STREET
WINTER GARDEN, FL 34787

P: 407.656.4111
WWW.WINTERGARDEN-FL.GOV

WINTER GARDEN • A charming little city with a juicy past.

September 10, 2015

Ms. Petrina T. Herring
Community Program Administrator
Office of Criminal Justice Grants
Department of Law Enforcement
2331 Phillips Road
Tallahassee, Florida 32302

Dear Ms. Herring:

In compliance with State of Florida Rule 11D-9, F.A.C., the City of Winter Garden approves the distribution of $ 296,122 of Federal Fiscal Year 2015 Edward Byrne Memorial Justice Assistance Grant (JAG) Formula Grant Program regular funds for the following projects within Orange County:

Subgrantee/Implementing	**Title of Project**	**Dollar Amount Federal**
Apopka Police Department	Records Management System Upgrades	$10,720
Belle Isle Police Department	Video and Security Project	$10,000
Eatonville Police Department	Traffic Awareness and Safety	$10,000
Edgewood Police Department	Body Camera Project	$10,000
Maitland Police Department	Maitland Traffic Crash Management Project	$10,000
Oakland Police Department	15-16 Department Operations Project	$10,000
Ocoee Police Department	Equipment for Crime Scene Unit	$10,000
Orange County Sheriff's Office	Radio Project	$147,967
Orlando Police Department	Forensic Lab Equipment	$47,435
Windermere Police Department	Radio Communications	$10,000
Winter Garden Police Department	Electronic Evidence Improvement Project	$10,000
Winter Park Police Department	Traffic Technology Enhancement	$10,000
	TOTAL	**$296,122**

Sincerely,

John Rees, Mayor

OFFICE OF THE POLICE CHIEF

Office: 407-656-5959 **Fax: 407-877-0166**

DATE: September 4, 2015

TO: Mike Bollhoefer, City Manager

FROM: George Brennan, Police Chief

SUBJECT: **FEDERAL FISCAL YEAR 2015 EDWARD BYRNE MEMORIAL JUSTICE ASSISTANCE GRANT (JAG) FORMULA GRANT PROGRAM**

The above referenced grant program has earmarked $10,000.00 for the Winter Garden Police Department. A few months ago we chose to use the $12,634.00 in the FY15 Local Edward Byrne Memorial JAG to fund the purchase of additional body worn cameras for the officers. That grant request did not include any of the ancillary items. Therefore, I request to use this $10,000 grant to purchase the following equipment for our Electronic Evidence Improvement Project:

64 TB of Electronic Evidence Storage Space - to store the body worn camera videos	$5,808.00
Body Camera Docking Station - will allow multiple cameras to download their videos into evidence at the same time and at a faster speed	$3,045.00
1 Body Worn Camera – an additional camera to be deployed	$795.00
10 Body Worn Camera Batteries - spares/replacements	$352.00
Total	$10,000.00

THE CITY OF WINTER GARDEN

CITY COMMISSION AGENDA ITEM

From: Frank Gilbert
Assistant City Manager – Administrative Services

Via: Mike Bollhoefer
City Manager

Date: September 3, 2015 **Meeting Date: September 10, 2015**

Subject: Collective Bargaining Agreement between the City of Winter Garden and the Winter Garden Professional Firefighters, International Association of Fire Fighters, Local 4947

Issue: Discussion of Agreement

Recommended Action: Motion to approve a collective bargaining agreement between the City of Winter Garden and the Winter Garden Professional Firefighters, International Association of Fire Fighters (IAFF), Local 4947, for the period of October 1, 2015 through September 30, 2018.

Attachments/References:

A. **City Manager Mike Bollhoefer discussion of Collective Bargaining Agreement Articles**
B. **Collective Bargaining Agreement for the period of October 1, 2015 through September 30, 2018, ratified by IAFF Local 4947 on September 4, 2015.**

Discussion of Collective Bargaining Agreement Articles

On May 6, 2013, the Public Employees Relations Commission, pursuant to Section 447.307(3)(b), Florida Statutes , certified the International Association of Fire Fighters (IAFF) Local 4947, as the exclusive bargaining representative for certain employees of the Winter Garden Fire Service. Upon Conclusion of the contract negotiations a proposed agreement was reached between the City and the IAFF Local 4947. Subsequently, the members of Local 4947 voted to approve and ratify the collective bargaining agreement on September 4, 2015.

Although, there are no significant financial impacts as a result of implementation of the agreement certain policies were updated to reflect current practices and meet statutory requirements. Those changes are as follows:

1. A Union Time Pool funded through employee annual leave contributions for use by the Union officials to conduct Union business. (Article 4, page 4)
2. Adjustments (upward) to the employees' annual leave accruals and carry-forward amounts to reflect their actual 56-hour schedules. (Article 10, page 19)
3. A new $1.00 per hour incentive for paramedic preceptors (Paramedics who will serve as in-field instructors) to be paid to preceptors only during actual training activities. (Article 14, page 24)
4. A new $0.50 per hour incentive for field training officers. This is similar to the field training officer program currently in place with the Winter Garden Police Department. (Article 14, page 24)
5. Added the existing Career Tracker incentives to base pay so the incentives would no longer be lost on promotion. Statutorily incentive pay is required to be paid as part of base pay. (Article 14, page 23)
6. Formalized personal property replacement reimbursement guidelines. (Article 18, page 28)
7. Modified layoff process to provide for layoffs by seniority and bumping rights. (Article 23, page 33)
8. A new Deferred Retirement Option Program (DROP) – 36 month DROP period and interest equal to the pension plan's rate of return not less than 0%. (Article 29, page 39)
9. Modified pension multiplier of 3% for all years of service, instead of current reduction to 2% after 25 years of service, with 95% average final compensation cap. (Article 29, page 39)
10. Establishment of a Discipline Review Board with final review and decision resting with the City Manager. (Article 7, page 13)

With respect to points 8. and 9., the City will receive, in exchange for those agreements, the ability to use the entire $1.014 million in currently accrued excess tax monies to pay down the pension plan's unfunded liability, as well as the ability to use 50% of all future excess tax monies to pay down the pension plan's unfunded liability. A plan to provide union members with an investment vehicle for the statutorily required 50% of future shared excess tax monies will be negotiated separately.

WINTER GARDEN PROFESSIONAL FIREFIGHTERS, IAFF LOCAL 4947

AND

CITY OF WINTER GARDEN

COLLECTIVE BARGAINING AGREEMENT

FY 2015-16 to 2017-18

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ARTICLE 1

PREAMBLE

This Agreement is entered into by and between the City of Winter Garden, hereafter referred to as the "City" and the Winter Garden Professional Firefighters, IAFF Local 4947, hereafter referred to as the "Union."

ARTICLE 2

RECOGNITION

1. The City recognizes the Union as the sole and exclusive bargaining agent for the employees in the classifications of Firefighter, Engineer and Lieutenant. The City further recognizes its obligation to bargain solely and exclusively with the Union President and/or his/her designees and to refrain from any negotiations or direct dealings with the members of the bargaining unit, in accordance with all applicable Florida Statutes.

2. The Union recognizes that the City Manager and his/her designees are the collective bargaining representatives for the City. The Union further recognizes its obligation to bargain solely and exclusively with the City Manager and/or his/her designees and to refrain from any negotiations with the legislative body of the City or any of its members, in accordance with all applicable Florida Statutes.

ARTICLE 3

MANAGEMENT RIGHTS

1. Nothing in this Agreement shall limit the City's management rights under applicable law. The City's exercise of such rights shall not preclude employees or the Union from raising grievances, should the exercise of such rights have the practical consequence of violating the expressed terms of this Agreement.

2. In the event of a declared civil emergency, such as riots, civil disorders, hurricanes, or similar catastrophes, the provisions of this Agreement may be suspended by the City Manager or his designee during the time of the declared emergency, provided that the Union is notified as soon as is practical, and further provided that wage rates and monetary fringe benefits shall not be suspended.

ARTICLE 4

UNION BUSINESS

1. Bargaining unit employees, Union Officers, and Union representatives shall be paid by the City only when they perform assigned fire and rescue duties and/or work directed by the City. To the extent that these employees wish to perform Union duties (such as negotiations, grievance processing, attending Union conventions, etc.) during their normal work schedules, they may utilize annual leave, shift exchanges, or Union Time Pool leave; provided, however, that they comply with the rules otherwise applicable to such leave and shift exchanges.

2. Nothing herein shall prohibit the City, in its sole discretion, from allowing Union Officers and/or Representatives to attend meetings scheduled by the City while they are on duty without the loss of pay or benefits.

3. The City will provide the Union an opportunity to meet with new employees for a consecutive period of one (1) hour during the employee's orientation week. The time must be scheduled in advance with the Fire Chief.

4. No bargaining unit employee shall be discriminated against because of activity on behalf of the Union which does not interfere with the discharge of his/her official duties, or does not violate this Agreement or applicable standards of conduct.

5. The City agrees to establish a Union Time Pool as set forth below. The Union Time Pool is to be used only by the Union President or his/her designee for the purpose of attending conferences, seminars, Union meetings, conventions, and other union business as deemed necessary by the Union President. Union Time Pool time shall not be used for political activities.

A. Each Union member shall donate two (2) of their annual leave hours into the Union Time Pool on January 1 of each year. If any Union member does not have enough

hours in his/her annual leave account for the required donation, the donation will be delayed until the member has accrued enough hours to donate the required amount. Newly hired Union members will not be assessed until the first January 1 following their hire. Annual leave donated to the Union Time Pool shall not be returned to the donor.

B. When time is required for the above mentioned purposes, the Union President or his designee shall submit to the Fire Chief or his/her designee the required form specifying the number of hours needed no less than seven (7) calendar days prior to the event. Use of time from the Union Time Pool will be subject to the approval of the Fire Chief or his/her designee. No use of Union Pool time shall be approved if the use will result in the Department incurring overtime.

C. Union Time Pool hours shall not be considered hours worked for purposes of overtime. Employees will not accrue leave while on Union Pool time.

D. Any injury incurred by a bargaining unit employee whose time is being paid for by the Union Time Pool, or while engaged in activities paid for by the Union Time Pool, shall not be a considered a line of duty injury, nor shall such injury be considered to have been incurred in the course and scope of employment by the City within the meaning of Chapter 440, Florida Statutes, as amended.

ARTICLE 5

HOURS OF WORK AND OVERTIME

1. The basic work schedule shall be twenty-four (24) hour shifts on-duty and forty-eight (48) hours off-duty.

2. Hours actually worked in excess of 106 hours in a fourteen (14) day pay cycle shall be compensated at 1-1/2 times the employees' regular rate of pay. Except for paid administrative leave and paid educational leave, paid and/or unpaid leave shall not count as hours worked for purposes of overtime.

3. Overtime shall be distributed in accordance with applicable Department SOGs.

ARTICLE 6

STAFFING AND APPARATUS

1. The City shall have the exclusive right to determine, and modify as it deems necessary, Department, shift, station and apparatus staffing in the manner it determines to be consistent with firefighter health and safety. This includes both the number and rank of the employees staffed.

2. The City shall have the exclusive right to determine, and modify as it deems necessary, the number and type of apparatus to be used in its Fire-Rescue service. The City shall also have the exclusive right to take any existing apparatus out of service either temporarily or permanently.

3. This Article shall supersede and control over any City or Department policies or practices limiting in any way the City's rights in this Article.

4. Nothing herein shall waive the Union's impact bargaining rights, if any, under applicable law, or preclude employees or the Union from raising grievances, should the exercise of such rights have the practical consequence of violating the expressed terms of this Agreement.

ARTICLE 7

DISCIPLINE AND DISCHARGE

1. No bargaining unit member shall be disciplined or discharged without just cause.

ARTICLE 8

GRIEVANCE AND ARBITRATION PROCEDURES

1. Bargaining unit employees will follow all written and verbal orders given by superiors even if such orders are alleged to be in conflict with the Agreement. Compliance with such orders will not prejudice the right to file a grievance within the time limits contained herein, nor shall compliance affect the ultimate resolution of the Grievance.

2. A grievance is defined as a dispute regarding the interpretation or application of an express provision of this Agreement. As such, grievances are limited to claims which are dependent for resolution exclusively upon interpretation or application of one or more express provisions of this Agreement. No grievance will or need be entertained or processed which does not meet this definition, is not presented in the manner described herein, and/or is not filed in a manner provided herein within the time limit prescribed herein. A grievance may be filed by a bargaining unit employee or the Union. All bargaining unit employees shall use the grievance procedure specified in this article regardless of Union membership or lack thereof. If the Union waives the right to process a grievance for a bargaining unit employee who is not a member of the Union, the employee may process such grievance through the grievance procedure specified in this article without Union participation. The Union will be timely notified of all grievance meetings and provided copies of all decisions with the right to attend any proceedings. The grievant (whether it be the Union or an individual employee) and management may agree to waive STEP ONE or STEP TWO in any grievance. Grievances regarding oral warnings and/or performance evaluations may not be advanced beyond STEP TWO. Grievances regarding written reprimands and/or suspensions equal to or less than two (2) shifts may not be advanced beyond STEP THREE.

3. Grievances will be processed in the following manner and strictly in accordance with the following stated time limits:

STEP ONE: An aggrieved employee or the Union shall present in writing the grievance to the Deputy Chief within ten (10) business days (defined as Monday through Friday excluding holidays) of when the aggrieved employee or the Union knew or should have known of the occurrence of the event(s) which gave rise to the grievance. (Knowledge by the employee shall be considered knowledge by the Union). The grievance shall be filed on the prescribed grievance forms developed jointly by the City and the Union which shall be standard forms used throughout the grievance procedure. The grievance shall be signed by the employee or Union representative and shall state: (a) the date of the alleged events which gave rise to the grievance; (b) the specific Article or Articles and paragraphs of this Agreement allegedly violated; (c) a statement of fact pertaining to or giving rise to the alleged grievance; and (d) the specific relief requested. The Deputy Chief shall, within ten (10) business days after presentation of the grievance, render his or her decision on the grievance in writing.

STEP TWO: Any grievance which cannot be satisfactorily settled at STEP ONE shall then be taken up by the Fire Chief or his designee. The grievance, as specified in writing within STEP ONE above, shall be filed with the Fire Chief or his designee within ten (10) business days after the due date for the response in STEP ONE above. The Fire Chief or his designee shall discuss the grievance with the grievant (whether it be an individual employee or the Union)

and shall, within ten (10) business days after said discussion, render his or her decision on the grievance in writing.

STEP THREE:

A: Any grievance that does not involve performance evaluations, discipline or discharge which cannot be satisfactorily settled in STEP TWO above shall then be taken up with the City Manager. The grievance, as specified in writing at STEP TWO above shall be filed with the City Manager within ten (10) business days after the due date for the Fire Chief's response in STEP TWO above. The City Manager or his/her designee shall discuss the grievance with the grievant (whether it be an individual employee or the Union) and shall, within ten (10) business days after said discussion, render his or her decision on the grievance in writing.

1. If the grievant (whether it be the Union or an individual employee) is not satisfied with the City Manager's decision in STEP THREE above, the Union, on its own behalf or on behalf of the individual employee may request arbitration by hand delivery or by certified or registered mail of a written notice to the City Manager within fourteen (14) business days of receipt of the City Manager's decision. Said written notice of arbitration shall include a written statement of the position of the grievant with respect to the issues upon which arbitration is sought. Under no circumstances shall the issues to be arbitrated be expanded from the issues set forth in the original grievance filed in STEP ONE of the grievance procedure.

2. Within ten (10) business days from the delivery of such notice of arbitration, the party requesting arbitration shall request a list of nine (9) qualified arbitrators who have a residence within the State of Florida from the Federal Mediation and Conciliation Service. The party requesting arbitration will strike an initial name from the list of arbitrators, with the parties thereafter alternately eliminating, one at a time, from said list of names, persons not acceptable, until only one (1) remains, and this person will be the arbitrator.

3. As promptly as possible after the arbitrator has been selected, he or she shall conduct a hearing between the parties and consider the grievance. The decision of the arbitrator will be served upon the individual employee or employees involved, the City and the Union, in writing. It shall be the obligation of the arbitrator to make his best effort to rule within thirty (30) calendar days after the hearing. The expenses of the arbitration, including the fee and expenses of the arbitrator, shall be split by the parties. Any party desiring a transcript of the hearing shall bear the cost of such transcript unless both parties mutually agree to share the cost. Each party shall bear the expense of its own witnesses and of its own representatives, including attorneys, for purposes of the arbitration hearing.

4. The arbitrator shall confine his or her consideration and determination to the written grievance presented in STEP ONE of the grievance procedure. The arbitrator shall have no authority to substitute his or her judgment for that of management in any area identified in this Agreement or by law as a management right, and/or change, amend, add to, subtract from, or otherwise alter or supplement this Agreement or any part thereof or amended thereto. The arbitrator

shall have no authority to consider or rule upon any matter which is stated in this Agreement not to be subject to arbitration or is not a grievance as defined in this Agreement.

5. The arbitrator may not issue declaratory opinions and shall confine himself or herself exclusively to the question which is presented to him or her, which question must be actual and existing. The decision of the arbitrator shall be binding, subject to any appeal or review rights under applicable law.

6. No decision of any arbitrator or the City in any one case shall create a basis for retroactive adjustment in any other cases. All claims for back wages shall be limited to the amount of lost wages less any unemployment compensation and/or interim earnings that he/she may or might have received during the period involved.

B. Any grievance which involves the discipline or discharge of a bargaining unit employee (other than oral warnings, written reprimands and/or suspensions equal to or less than two (2) shifts) which cannot be satisfactorily settled in STEP TWO above shall then be taken up with the Discipline Review Board. The grievance, as specified in writing at STEP ONE, above shall be filed with the City Manager or his/her designee, with a copy to the Human Resources Manager, within ten (10) business days after the due date for the Fire Chief's response in STEP TWO above. The Disciplinary Review Board process shall be as follows:

1. The Discipline Review Board shall be composed of three (3) members: one member, who is a current City employee, selected by the Fire Chief; one member selected by the grievant who will not be limited to

a current City employee; and a third member, who is a current City employee, to be selected by the other two members. In the event that the other two members cannot decide on a third member, the third member will be selected by the City Manager from the following: Deputy Police Chief, Human Resources Manager or any department director. The member selected by the Fire Chief will serve as the Chairperson of the Discipline Review Board.

2. The Discipline Review Board shall conduct a hearing within ten (10) business days after the selection of the Board members. The Chairperson may extend the date for the hearing based on the Board members' schedules, or upon good cause shown by the grievant or the Fire Chief.

3. Board members will be provided with a complete copy of the investigative packet, including all transcripts and photographs, prior to the hearing date in order to familiarize themselves with the case.

4. The Fire Chief and/or the grievant may designate a representative (including the Union or legal counsel) to present their case to the Discipline Review Board. The employee who conducted the investigation and/or recommended the discipline will be present to answer any questions from the Discipline Review Board. The Chairperson may direct a witness who is a City employee to appear based on a request by the majority of the Board members. Witnesses shall respond to questions posed by the party representatives and/or the Board members, and shall be

compelled to answer any questions that are determined by the Chairperson to be relevant and material to the proceedings providing they will not result in criminal charges being brought against the testifying witness.

5. As the Discipline Review Board proceedings are administrative and not judicial in nature, the Board is not bound by the rules of evidence prescribed for court proceedings. Any oral or written matter (including hearsay) is admissible if the Chairperson believes it is relevant and material to the proceedings. All questions of admissibility will be ruled upon in open session by the Chairperson. At the conclusion of the presentation of evidence against the grievant, the grievant shall have the right to present evidence which is material and relevant to the charges or may mitigate the discipline imposed. After both parties have completed their presentations, the party representatives will be allowed to give a brief closing statement.

6. Thereafter, the Discipline Review Board shall deliberate and, by motion and majority vote, shall make findings and recommendations regarding the discipline at issue. Such deliberations of the members of the Board will be conducted in the sunshine. The Board's findings and recommendations shall be put in writing by the Chairperson, signed by the Board members, and provided to the City Manager, Human Resources Manager, and the party representatives.

7. The grievant shall be entitled to a copy of the recording or transcript, if any, of the Discipline Review Board hearing at no cost.

8. Within ten (10) business days after receiving the recommendation of the Discipline Review Board, the City Manager shall render his/her decision on the grievance in writing to grievant and the Union. The City Manager, in his or her sole authority, may accept, reject, or modify the Discipline Review Board's recommendations. The decision of the City Manager, following review of the Discipline Review Board's recommendations, shall be final and binding, subject to any appeal or review rights under applicable law.

9. Neither the Discipline Review Board proceedings or recommendations, nor the City Manager's decision shall be subject to review under this Article.

4. It is agreed with respect to these grievance, arbitration and Disciplinary Review Board procedures that:

A. It is the intent of the parties that a grievance must be raised at the earliest possible time. Any grievance, in order to be entertained and processed, must be submitted in a timely manner by the grievant (whether the grievant be the Union or an individual employee).

B. Grievances not submitted by the grievant in a timely manner shall be conclusively barred on the merits following the expiration of the prescribed time limit. Such a time-barred grievance need not be entertained or processed, and only facts disputed as to the timing will be subject to any arbitration resulting from the matter. A grievance which is, for any reason, not the subject of a timely response by the City or by the Department shall be deemed denied at that step and

the grievant may proceed to the next step. The failure to proceed on a timely basis to the next step shall bar the grievance.

C. In all cases requiring the aggrieved employee or the Union to timely present or advance a grievance to a designated City official, hand delivery during the hours of 8:00 a.m. until 4:30 p.m., Monday through Friday, except holidays hereunder, to the office of that official shall be required for compliance with prescribed time limits if the designated official is not personally available for service.

5. Bargaining unit employees may not avail themselves of the appeals process set forth in the City's Policies and Procedures.

6. This Article may be re-opened, at the sole discretion of the Union, if the current City Manager is no longer employed as City Manager with the City. If this Article is reopened by the Union, Article 7 shall be automatically reopened.

ARTICLE 9

INSURANCE

1. The City shall continue to offer all full-time employees, spouses and family with insurance coverage for healthcare, prescription drug, vision care, dental care and life insurance. The insurance coverage and cost offered to bargaining unit members, their spouses and family will be the same as all other City employees.

ARTICLE 10

EMPLOYEE LEAVE AND BENEFITS

1. Except as expressly set forth in this Agreement, bargaining unit employees shall be provided leave and other benefits in accordance with the City's and Fire Department's applicable policies and any amendments thereto.

2. Annual leave accrual rates will be as follows:

Years of Service	Hours per Pay Period	Annualized Days
0 to end of 5th year	4.6153	5
6th year to end of 10th year	5.5384	6
11th year to end of 15th year	6.4615	7
16th year to end of 20th year	9.2307	10
Over 20 years	10.1538	11

3. Bargaining unit employees may carry forward up to 264 hours of annual leave each year.

ARTICLE 11

SCOPE OF DUTIES

1. Bargaining unit employees shall be responsible for performing any and all job duties falling within the generic scope of Fire and Rescue Services. Additionally, bargaining unit employees may be tasked with performing reasonable unrelated duties as the need arises.

2. All yard work will be maintained by the City and will not be the responsibility of bargaining unit employees.

ARTICLE 12

WORK STOPPAGES

1. There shall be no strikes, lockouts, work stoppages, slow-downs, mass resignations, sick-outs, picketing of the residence of public officials, or other prohibited job actions or refusal to perform assigned work by the employees covered under this Agreement in accordance with applicable Florida Statutes.

ARTICLE 13

BULLETIN BOARDS

1. The City shall furnish the Union with space for a bulletin board at each fire station to be placed in locations designated by the Fire Chief, or his designee. The City shall be responsible for providing such bulletin board. The Union shall utilize the bulletin boards only to post the following:

A. notice of Union meetings;

B. notice of Union elections and Union election results;

C. copies of the Union's constitution and by-laws and amendments thereto;

D. notice of Union recreational and social affairs;

E. notices related to dues and assessments;

F. copies of this Agreement;

G. names of Union officials (and changes thereto);

H. minutes of Union meetings.

2. All material to be posted on the bulletin board shall be submitted to the Fire Chief, or his designee, for review simultaneous with posting. Under no circumstances shall the Union post any notice containing material of a political nature or material tending to directly or indirectly disparage or demean the City, the Fire Department, or any of their elected or appointed officials or employees. The Union agrees to police the posting of materials on the bulletin boards, and that the City may immediately remove any material which violates this article.

3. The Union shall be permitted the use of the City's email system for the purpose of providing notice of meetings to bargaining unit members.

ARTICLE 14

WAGES

1. For Fiscal Years 2015-16, 2016-17, and 2017-18, bargaining unit employees will receive the same merit, lump sum, longevity, and/or across-the-board wage increases, if any, as the City-wide wage increases provided to all other City employees. In any of these fiscal years in which the total increase is less than two percent (2%), the Union shall have the right to reopen this Article for that fiscal year. The City shall notify the Union in writing of the anticipated increase by September1.

2. Wage increases, if any, for any Fiscal Year after Fiscal Year 2017-18 shall be determined through the collective bargaining process.

3. Solo certified paramedics shall receive certification pay of $2.40 per hour added to their base rate hourly rate for purposes of calculating their regular rate of pay so long as they maintain their solo certified status and paramedic certification. Paramedics that have not reached their solo status shall receive certification pay of $1.20 per hour added to their base hourly rate until they are solo certified so long as they maintain their paramedic certification.

4. Bargaining unit employees who achieve "II" certifications per the Department Career Tracker will receive the following incentives added to their base rate hourly rate for purposes of calculating their regular rate of pay so long as they maintain their certification:

Firefighter II = $0.18 per hour
Engineer II = $0.27 per hour
Lieutenant II = $0.36 per hour

5. Bargaining unit employees shall receive an additional $1.00 an hour for hours actually worked as a paramedic preceptor. The Fire Department shall post the requirements for preceptors.

6. Bargaining unit employees shall receive an additional $0.50 an hour for hours actually worked as a FTO. The Fire Department shall post the requirements for FTO.

7. If bargaining unit employees are called into work at a time outside their normally scheduled shift (not including hold-over time), they will receive a minimum of two (2) hours pay at their straight or overtime rate, whichever is applicable.

ARTICLE 15

DUES DEDUCTIONS

1. Any member of the Union who has submitted a properly executed dues deduction card or statement to the City in accordance with a format prescribed or approved by the Union shall have his/her membership dues, initiation fees, and uniform assessments, as determined by the Union, deducted from his/her wages each pay check. Dues, assessments, and initiation fees so deducted from each employee's salary shall be deposited by the City in the Union's designated bank account within thirty (30) calendar days of the deduction. However, the City shall have no responsibility for any liability for any monies once sent to the Union. The Union will indemnify defend and hold the City harmless against any and all claims demands or suits or other forms of liability that shall arise out of or by reason of action taken or not taken by the City on account of payroll deductions of Union dues.

2. It shall be the responsibility of the Union to notify the City of any change in the amount of dues to be deducted at least thirty (30) days in advance of said change. Under no circumstances shall the City be required to deduct Union fines, penalties, political action payments, or special assessments of any kind.

3. Any member of the Union may, on thirty (30) days written notice to City Human Resources and the Union Treasurer, require that the City cease making deductions from his or her wages.

4. No deduction shall be made from the pay of any payroll period in which the member's net earnings for that payroll period after other authorized or legally required deductions are less than the amount of dues to be deducted.

ARTICLE 16

SEVERABILITY

If any provision of this Agreement is rendered or declared invalid or illegal by any action of a court or administrative entity with jurisdiction over the City, or by reason of any existing or subsequently enacted legislation, such provision shall be void, and the remaining provisions of this Agreement shall remain in full force and effect for the term of this Agreement. In the event any provision of this Agreement is rendered or declared invalid or illegal, the City and the Union shall meet as soon as practicable thereafter to negotiate a replacement provision.

ARTICLE 17

DRUG AND ALCOHOL TESTING

1. Bargaining unit employees will be subject to drug and alcohol testing utilizing the procedures set forth in the City's Drug Free Workplace and Substance Abuse Policy. Bargaining unit employees shall be subject to the Random Drug Testing provisions of the Policy. Bargaining unit employees that are required to go on leave pending the outcome of a drug or alcohol test will be granted paid Administrative Leave until the test results are finalized.

2. In lieu of terminating employment of a bargaining unit employee, the City may, in its sole discretion, place a bargaining unit employee on a last chance agreement. If the City decides to offer a last chance agreement, the terms shall be decided by the City after consulting with the Union and the bargaining unit employee.

ARTICLE 18

PERSONAL PROPERTY REPLACEMENT

1. The City agrees to reimburse bargaining unit employees the cost of replacing or repairing personal items destroyed or damaged in the line of duty unless caused by the negligence of the employee subject to the following conditions.

2. The maximum reimbursement for:

-Prescription eyeglasses shall be $200.00

-Wristwatches shall be $50.00.

-Hearing aids shall be $500.00

-Personal tools approved by management shall be $100.00

-Contacts shall be $5.00

3. To be reimbursed, the employee must make the claim during the shift on which the destruction or damage occurred and turn in the destroyed or damaged item.

4. At its option the City may elect to replace the item rather than reimburse the employee for same.

ARTICLE 19

TIME TRADES

1. The parties recognize that time trades are a privilege, not a right. Time trades shall be permitted in accordance with Fire Department SOPs.

2. Bargaining unit members involved in a time trade are paid their regular salary for the regularly assigned shift day when they were scheduled to work but will not be eligible for worker's compensation and certain other benefits to which they would normally be entitled if they were physically present. Personnel actually working will be eligible for worker's compensation.

3. Bargaining unit members that are on a time trade will be utilized last to fill any ride-up positions.

ARTICLE 20

PRINTING AND SUPPLYING

1. The City will make available electronic copies of this Agreement to each employee in the bargaining unit (present and future) at no expense. In addition, the City will provide the Union an electronic copy of the Agreement. The City will supply each fire station with one hard copy of this Agreement and five (5) copies to the Union.

ARTICLE 21

PROBATIONARY PERIOD

1. Newly hired bargaining unit employees will serve a twelve (12) month period of probationary status within the Fire Department. Probation may be extended beyond the twelve (12) month total to a total of eighteen (18) months at the discretion of the Fire Chief in three (3) month increments. During this probationary period, newly hired bargaining unit employees shall be "at will" and shall not have any appeal or grievance rights over their separation from employment with the City.

2. Newly promoted bargaining unit employees will serve a six (6) month period of probationary status in their new position. Probation may be extended beyond the six (6) month total to a total of nine (9) months at the discretion of the Fire Chief in three (3) month increments. During this probationary period, newly promoted bargaining unit employees may be returned to their previous position for unsatisfactory performance at the discretion of the Fire Chief, and shall not have any appeal or grievance rights over their return to their previous position. However, prior to any demotion, a newly promoted bargaining unit employee shall be entitled to a meeting with the Fire Chief and Union representation to discuss the reason(s) for the demotion. Newly promoted bargaining unit employees shall be entitled to all other rights and benefits under this Agreement.

ARTICLE 22

SAFETY AND HEALTH

1. All protective devices, bunker gear, and other equipment required to be worn or used by the City or Fire Department shall be provided by the City.

2. Bargaining unit employees will be required to undergo a fitness-for-duty medical exam by a City-selected physician every year, which will be conducted in accordance with NFPA 1582. The City shall attempt to schedule the exams on-duty and the time spent in the exams will be considered as time worked. Such exams will be paid for by the City.

3. The City maintains the right to require any bargaining unit employee, at City's expense, to undergo a fitness-for-duty exam (physical and/or psychological) based on the Fire Chief or his/her designee's articulable concern that the employee may not be fit for duty. The decision to require a fitness-for-duty exam shall not be arbitrary or capricious.

ARTICLE 23

LAYOFFS

1. In the event that the City determines that a reduction in force is necessary, bargaining unit employees shall be laid off in accordance with applicable City policy; provided, however, that the bargaining unit employees in the classification to be reduced shall be laid off based on rank seniority with the bargaining unit employee with the least seniority laid off first. If all of the bargaining unit employees in the classification to be reduced have equal rank seniority, then department seniority shall be used.

2. Bargaining unit employees who are laid off from their classifications may bump into the next lower classification in which they previously served and for which they are qualified. The bargaining unit employees to be bumped shall be determined by rank seniority, i.e., a bargaining unit employee may bump the least senior bargaining unit employee in the lower classification. If all of the bargaining unit employees in the classification to be bumped have equal rank seniority, then department seniority shall be used.

ARTICLE 24

HOLIDAYS

1. The following, and any other days which the City may declare, are official holidays.

    1. New Year's Day
    2. Martin Luther King, Jr.'s Birthday
    3. Good Friday
    4. Memorial Day
    5. Independence Day
    6. Labor Day
    7. Thanksgiving Day
    8. Friday after Thanksgiving
    9. Christmas

2. Any bargaining unit member on light-duty will observe holidays the same as all other City employees.

3. The bargaining unit member beginning their shift at 0700 hours on the holiday will be considered as actually working on the designated holiday.

4. Bargaining unit members that are scheduled off on the actual holiday will receive an additional twelve (12) hours of pay. Employees that work the actual holiday will receive an additional eighteen (18) hours of pay.

ARTICLE 25

LIGHT DUTY

1. Bargaining unit employees who are injured in the line of duty shall receive benefits in accordance with the applicable provisions of Chapter 440, Florida Statutes and existing practice, unless changed through the collective bargaining process.

2. Light Duty shall be provided for bargaining unit employees who are injured in the line of duty. In the event that light duty is not available within the Fire Department, bargaining unit employees will be given the option to work a light duty assignment in other City departments if light duty that the employee is qualified to perform is available. Light Duty may be provided at the City's sole discretion, either within the Fire Department or other City department, to bargaining unit employees who suffer non-work related illnesses or injuries, including pregnancy.

3. Bargaining unit employees who are assigned to a forty (40) hour work schedule for light duty will have their hourly pay rate, holidays, leave accrual and leave usage changed to reflect a forty (40) hour work schedule using a 1.4 conversion factor.

ARTICLE 26

SENIORITY AND RANK

1. Seniority shall be of two (2) types: Department Seniority (Longevity) and Rank Seniority.

2. Department Seniority (Longevity) shall consist of the total accumulated service of the employee with the Fire Department.

3. Rank Seniority shall consist of the relative length of accumulated service of each employee, in his/her respective rank with the Fire Department (Firefighter, Engineer, Lieutenant, etc.).

4. An employee's length of service shall not be reduced by the time lost due to sick or injury leave or authorized leave of absence, or layoff, for a period not to exceed 12 months or length of service, whichever is less, or demotion.

ARTICLE 27

LABOR MANAGEMENT

1. In an effort to keep the lines of communication open, Labor/Management meetings shall be held on an as needed basis upon the request of either the Fire Chief or the Union. Labor/Management meetings are all encompassing as it relates to topics of discussion, and may include grievable and negotiable matters. Examples of topics that may be discussed may include, but are not limited to: SOP/SOG changes, safety, uniforms, equipment, grooming, etc.

ARTICLE 28

RULES AND REGULATIONS

1. Except as modified by a specific provision of this Agreement, the Union agrees that the employees covered hereunder shall comply with all applicable rules, regulations, policies, procedures, and guidelines of the City and the Fire Department and any amendments thereto.

2. The City and/or the Department may formulate, amend, revise, and/or implement applicable rules, regulations, policies, procedures, and guidelines that do not negate, override, or contradict an express provision of this Agreement. The City shall provide a copy of the new (or amended) rule, regulation, policy, procedure, or guideline to the Union at least fourteen (14) calendar days prior to its intended date of implementation. The Union will be afforded an opportunity to negotiate the impacts of the new (or amended) rule, regulation, policy, procedure, or guideline in accordance with applicable law.

3. In the event the City or the Department exercises its right to issue a new (or amended) rule, regulation, policy, procedure, or guideline, no bargaining unit employee shall be disciplined for violation of any such of the new (or amended) rule, regulation, policy, procedure, or guideline until it has been implemented in accordance with the provisions of this Article.

ARTICLE 29

RETIREMENT BENEFITS

1. Bargaining unit employees shall be provided retirement benefits in accordance with the City's Pension Plan for Firefighters and Police Officers ("Pension Plan"), which shall be amended as follows:

A. The monthly retirement benefit for normal retirement shall equal three percent of average final compensation for all years of credited service after the effective date of this amendment; provided, however, that the monthly benefit shall not exceed 95 percent of average final compensation.

B. The City shall create a Deferred Option Retirement Plan ("DROP"), the wording and substance of which will be provided by the City to the Union for its review and approval. The DROP shall include the following.

1. Plan members who have obtained eligibility for normal retirement may enter the DROP on the first day of the month coincident or next following the attainment of normal retirement eligibility.

2. Participation in the DROP shall be limited to a period not in excess of thirty-six (36) consecutive months. For each month in which a member delays entry into the DROP, following attainment of age 55, one month of DROP participation shall be lost. No member shall be eligible to enter the DROP more than thirty-six (36) consecutive months after attainment of age 55.

3. At the time of entry into the DROP, the member's benefit shall be calculated based on average final compensation and credited service on the date of DROP entry, as if the member had actually retired from service. An amount equal to the member's monthly pension benefit shall be credited to the member's DROP account during the DROP period. The benefits accrued shall gain interest at the net rate of investment return of the Pension Plan, but not less than zero percent (0%).

4. Upon conclusion of the DROP period, the member shall terminate service with the City. Entry into the DROP shall constitute an irrevocable decision to separate from service no later than the end of the maximum period of DROP participation based on the retirement date of the member. The total balance of the member's DROP benefit shall be distributed to the member, or at the member's election rolled over to an IRA or other qualified plan, within 60 days after termination of employment.

C. The parties agree that the total amount of accumulated excess Chapter 175

premium tax monies held in reserve on October 1, 2014 ($1,014,963.95) shall be applied to reduce the unfunded actuarial accrued liability of the Pension Plan. In the event the Division of Retirement requires a benefit enhancement in conjunction with the foregoing application of the accumulated excess premium tax reserve, the Parties agree that the employee contribution shall be increased by a percentage of covered payroll equal to $1,014,963.95, and then immediately reduced to the current employee contribution level using the accumulated excess premium tax reserve to fund the reduction in employee contributions. In implementing the foregoing, no employee shall actually be required to contribute more than 3.5% of salary to the Plan, and the unfunded actuarial accrued liability of the Pension Plan shall be reduced by $1,014,963.95.

D. The Parties further agree that the first $46,100.85 in Chapter 175 premium tax revenues received each year will be used to reduce the City's annual required contribution to the Pension Plan. 50% of all future Chapter 175 premium tax revenues in excess of $46,100.85 shall be used to fund Defined Contribution Plan benefits, and 50% of all future Chapter 175 premium tax revenues in excess of $46,100.85 shall be used to reduce the unfunded actuarial accrued liability of the Pension Plan as long as such liability exists, and thereafter shall be applied to reduce the City's annual required contribution to the Pension Plan.

2. The above amendments shall be effective upon the adoption of an ordinance implementing these amendments. The City shall create the Defined Contribution Plan in consultation with the Union.

ARTICLE 30

ENTIRE AGREEMENT/DURATION

1. The parties acknowledge that during negotiations which resulted in this Agreement, each had the unlimited right and opportunity to make demands and proposals with respect to any subject or matter not removed by law from the area of collective bargaining, and that the understandings and agreements arrived at by both parties after the exercise of that right and opportunity are set forth in this Agreement. The parties hereto may commence negotiations, under applicable law, on any succeeding agreement to take effect upon termination of this Agreement.

2. Nothing herein shall require or preclude the parties from mutually agreeing to reopen this Agreement, or to renegotiate any provision herein, during the effective dates of this Agreement.

3. This Agreement shall be effective October 1, 2015 except as otherwise noted in the Agreement, and shall remain in full force and effect until the 30th day of September, 2018. If no agreement is reached by October 1, 2018, this Agreement shall remain in effect, in accordance with applicable law, until a new agreement is reached.

4. Negotiations for a successor Agreement shall begin within a reasonable period of time after the request to begin negotiations by either party.

SIGNATURE PAGE

ATTEST/WITNESS:

By: _____

Date: _____

WINTER GARDEN PROFESSIONAL FIREFIGHTERS IAFF LOCAL 4947

_____
Jason Schneider, President

Date: _____

ATTEST:

_____
Kathy Golden, City Clerk

Date: _____

CITY OF WINTER GARDEN

_____
Michael Bollhoefer, City Manager

Date: _____

_____
John Rees, Mayor

Date: _____

THE CITY OF WINTER GARDEN

CITY COMMISSION AGENDA ITEM

From: Kathy Golden, City Clerk

Date: August 10, 2015 **Meeting Date:** September 10, 2015

Subject: Expiring term of General Employees Pension Board Trustee

Issue: Appointment for expiring term of Trustee Member Dan Kuhl

Mr. Kuhl's seat is scheduled to expire September 30th, 2015. He has indicated he would accept a reappointment for a two year term.

Reference:
City Code Sec. 54-28. Board of trustees.
(a) The sole and exclusive administration of and responsibility for the proper operation of the system and for making effective the provisions of this ordinance is hereby vested in a board of trustees. The board is hereby designated as the plan administrator. The board shall consist of five trustees, **two of whom, unless otherwise prohibited by law, shall be appointed by the city commission**, and two of whom shall be members of the system, who shall be elected by a majority of the general employees who are members of the system.

Attachments: Interest applications on file.

Print Form

CITY OF WINTER GARDEN
CITY CLERK'S OFFICE
300 WEST PLANT STREET
WINTER GARDEN, FL 34787

P: 407.656.4111
WWW.WINTERGARDEN-FL.GOV

Rec'd 4-23-13

BOARD APPOINTMENT INTEREST FORM

THANK YOU FOR YOUR INTEREST IN SERVING ON ONE OF THE CITY'S BOARDS/COMMITTEES. VOLUNTEERS LIKE YOU ARE ESSENTIAL TO ENSURING THAT YOUR CITY GOVERNMENT IS RESPONSIVE TO THE NEEDS OF THE COMMUNITY. PLEASE HELP US PLACE YOU ON THE MOST APPROPRIATE COMMITTEE BY COMPLETING THIS QUESTIONNAIRE.
FEEL FREE TO ATTACH A RESUME.

DATE: April 19, 2013 VERIFIED INTEREST ON: 2014

LAST NAME: Garcia FIRST: Lisa MIDDLE: M
HOME ADDRESS: ~~723 Rainfall Dr.~~ 471 Dunoon St. Ocoee 34761
OFFICE ADDRESS: 1060 Maitland Center Commons, Suite 360, Maitland, FL 32751
HOME PHONE: CELL PHONE: 407-791-3562 WORK PHONE: 407-740-6111 ext 205
EMAIL: lisagarcia@fiduciaryfirst.com FAX #:
CURRENT EMPLOYER: FiduciaryFirst LENGTH: 2.5 years
POSITION: Investment Specialist
EDUCATION: HIGH SCHOOL GRADUATE [•] YES [ ] NO UNDERGRADUATE COLLEGE DEGREE IN: International Business & World Trade
ADVANCED COLLEGE DEGREE IN: MBA, Specialization in Human Resources OTHER:

PLEASE STATE YOUR EXPERIENCE, INTERESTS OR ELEMENTS OF YOUR HISTORY THAT YOU THINK QUALIFY YOU FOR APPOINTMENT:
I have worked in the financial services field for 10+ years and half of the experience working directly with the management of institutional retirement plans , generally private defined contribution and defined benefit plans, as well as some public plans, FINRA licensed Series 6, 7, 63, and 66. Designations include Accredited Investment Fiduciary and working towards CIMA.

COMMUNITY INVOLVEMENT: My son plays in Winter Garden Little League; spouse assists coach
INTERESTS/ACTIVITIES:
WHY DO YOU DESIRE TO SERVE ON THIS/THESE BOARDS? Become more involved in the community and provide input based on my expertise
NAME ANY BUSINESS, PROFESSIONAL, CIVIC OR FRATERNAL ORGANIZATIONS OF WHICH YOU ARE A MEMBER AND THE DATES OF MEMBERSHIP.

None

ARE YOU A RESIDENT OF WINTER GARDEN? [X] YES [✓] NO IF YES, CONTINUOUS RESIDENT SINCE? 2006 - 2013
ARE YOU A REGISTERED VOTER OF ORANGE COUNTY? [•] YES [ ] NO WHICH CITY DISTRICT? X
ARE YOU CURRENTLY SERVING ON ANY OTHER BOARDS? [ ] YES [•] NO IF YES, PLEASE STATE NAME OF BOARD:

HAVE YOU EVER SERVED ON A GOVERNMENT BOARD? [ ] YES [•] NO IF YES, PLEASE STATE NAME OF BOARD:

REFERENCES:
Sheila Blakely, Project Manager at Digital Risk, 305-793-1400 or 407-756-2996
Holly Harber, Client Service Operations at FiduciaryFirst, 407-740-6111 ext. 202

WHICH BOARD(S) ARE YOU INTERESTED?

- [ ] *CODE ENFORCEMENT BOARD
- [ ] *PLANNING & ZONING BOARD
- [ ] *COMMUNITY REDEVELOPMENT AGENCY
- [ ] *COMMUNITY REDEVELOPMENT ADVISORY BOARD - *CIRCLE ALL THAT APPLY TO YOU WITHIN THE CRA: RESIDE / OWN / OPERATE A BUSINESS / OTHER*
- [X] *GENERAL EMPLOYEES PENSION BOARD
- [ ] *FIRE/POLICE PENSION BOARD
- [ ] *ARCHITECTURAL REVIEW AND HISTORIC PRESERVATION BOARD
  CIRCLE ALL THAT APPLY TO YOU: ARCHITECT / LICENSED GENERAL CONTRACTOR / WG HERITAGE FOUNDATION BOARD MEMBER / OWN COMMERCIAL PROPERTY IN THE HISTORIC DISTRICT / OWN COMMERCIAL PROPERTY IN THE HISTORIC DISTRICT & RESIDE IN THE CITY / RESIDE IN THE CITY
- [ ] ELECTION CANVASSING BOARD

PLEASE NOTE: MEMBERS SERVING ON BOARDS WITH AN ASTERISK (*) ARE REQUIRED TO FILE AN ANNUAL FINANCIAL DISCLOSURE FORM WITH THE ORANGE COUNTY SUPERVISOR OF ELECTIONS OFFICE ON OR BEFORE JULY 1ST OF EACH YEAR. APPLICANTS FOR BOARD APPOINTMENT ARE REMINDED OF THE PROVISIONS OF THE FLORIDA STATUTES AS APPLICABLE TO CONFLICTS OF INTEREST. ALL BOARD APPLICATIONS ARE KEPT ON FILE FOR ONE YEAR AND ARE SUBMITTED TO THE CITY COMMISSION WHENEVER A VACANCY OCCURS. UPDATED INFORMATION SHOULD BE SUBMITTED AND MAY BE REQUESTED AT ANY TIME.

DIRECT INTEREST FORM AND QUESTIONS TO THE CITY CLERK'S OFFICE AT 407-656-4111 EXT. 2254

THANK YOU FOR YOUR INTEREST IN SERVING YOUR COMMUNITY.

10/14/14
2:04pm
AC

Print Form

CITY OF WINTER GARDEN
CITY CLERK'S OFFICE
300 WEST PLANT STREET
WINTER GARDEN, FL 34787

P: 407.656.4111
WWW.WINTERGARDEN-FL.GOV

BOARD APPOINTMENT INTEREST FORM

THANK YOU FOR YOUR INTEREST IN SERVING ON ONE OF THE CITY'S BOARDS/COMMITTEES. VOLUNTEERS LIKE YOU ARE ESSENTIAL TO ENSURING THAT YOUR CITY GOVERNMENT IS RESPONSIVE TO THE NEEDS OF THE COMMUNITY. PLEASE HELP US PLACE YOU ON THE MOST APPROPRIATE COMMITTEE BY COMPLETING THIS QUESTIONNAIRE.
FEEL FREE TO ATTACH A RESUME.

DATE: 10/14/2014 VERIFIED INTEREST ON:

LAST NAME: MCKINNEY FIRST: KENNETH MIDDLE: EDWARD
HOME ADDRESS: 420 COURTLEA OAKS BLVD, WINTER GARDEN, FL
OFFICE ADDRESS:
HOME PHONE: (407)347-5442 CELL PHONE: WORK PHONE:
EMAIL: EMCKINNEY3@yahoo.com FAX #:
CURRENT EMPLOYER: MCGRAW HILL LENGTH: 6 yrs
POSITION: VICE PRESIDENT OF CUSTOM SOLUTIONS
EDUCATION: HIGH SCHOOL GRADUATE [X] YES [ ] NO UNDERGRADUATE COLLEGE DEGREE IN: HISTORY
ADVANCED COLLEGE DEGREE IN: ADMINISTRATION/LEADERSHIP OTHER:

PLEASE STATE YOUR EXPERIENCE, INTERESTS OR ELEMENTS OF YOUR HISTORY THAT YOU THINK QUALIFY YOU FOR APPOINTMENT:

COMMUNITY INVOLVEMENT: WINTER GARDEN ART ASSOCIATION, BLOOM & GROW, Jimmy CRABTREE CANCER FUND
INTERESTS/ACTIVITIES: GOLF
WHY DO YOU DESIRE TO SERVE ON THIS/THESE BOARDS? EXPERIENCE AND INTEREST
NAME ANY BUSINESS, PROFESSIONAL, CIVIC OR FRATERNAL ORGANIZATIONS OF WHICH YOU ARE A MEMBER AND THE DATES OF MEMBERSHIP.

ARE YOU A RESIDENT OF WINTER GARDEN? [X] YES [ ] NO IF YES, CONTINUOUS RESIDENT SINCE? 2008
ARE YOU A REGISTERED VOTER OF ORANGE COUNTY? [X] YES [ ] NO WHICH CITY DISTRICT? 1
ARE YOU CURRENTLY SERVING ON ANY OTHER BOARDS? [ ] YES [X] NO IF YES, PLEASE STATE NAME OF BOARD:

HAVE YOU EVER SERVED ON A GOVERNMENT BOARD? [X] YES [ ] NO IF YES, PLEASE STATE NAME OF BOARD:
ARKANSAS TEACHER RETIREMENT BOARD OF TRUSTEES, SOUTHWEST WATER DISTRICT BOARD OF TRUSTEES, TEXAS RETIREMENT SYSTEM BOARD

REFERENCES:
FRED CRABTREE

WHICH BOARD(S) ARE YOU INTERESTED?

- [ ] *CODE ENFORCEMENT BOARD
- [ ] *PLANNING & ZONING BOARD
- [ ] *COMMUNITY REDEVELOPMENT AGENCY
- [ ] *COMMUNITY REDEVELOPMENT ADVISORY BOARD - *CIRCLE ALL THAT APPLY TO YOU WITHIN THE CRA: RESIDE / OWN / OPERATE A BUSINESS / OTHER*
- [X] *GENERAL EMPLOYEES PENSION BOARD
- [ ] *FIRE/POLICE PENSION BOARD
- [ ] *ARCHITECTURAL REVIEW AND HISTORIC PRESERVATION BOARD
  CIRCLE ALL THAT APPLY TO YOU: ARCHITECT / LICENSED GENERAL CONTRACTOR / WG HERITAGE FOUNDATION BOARD MEMBER / OWN COMMERCIAL PROPERTY IN THE HISTORIC DISTRICT / OWN COMMERCIAL PROPERTY IN THE HISTORIC DISTRICT & RESIDE IN THE CITY / RESIDE IN THE CITY
- [ ] ELECTION CANVASSING BOARD

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DIRECT INTEREST FORM AND QUESTIONS TO THE CITY CLERK'S OFFICE AT 407-656-4111 EXT. 2254

THANK YOU FOR YOUR INTEREST IN SERVING YOUR COMMUNITY.

Print Form

CITY OF WINTER GARDEN
CITY CLERK'S OFFICE
300 WEST PLANT STREET
WINTER GARDEN, FL 34787

P: 407.656.4111
WWW.WINTERGARDEN-FL.GOV

BOARD APPOINTMENT INTEREST FORM

THANK YOU FOR YOUR INTEREST IN SERVING ON ONE OF THE CITY'S BOARDS/COMMITTEES. VOLUNTEERS LIKE YOU ARE ESSENTIAL TO ENSURING THAT YOUR CITY GOVERNMENT IS RESPONSIVE TO THE NEEDS OF THE COMMUNITY. PLEASE HELP US PLACE YOU ON THE MOST APPROPRIATE COMMITTEE BY COMPLETING THIS QUESTIONNAIRE.
FEEL FREE TO ATTACH A RESUME.

DATE: February 19, 2015 VERIFIED INTEREST ON:

LAST NAME: Saunders FIRST: Rachel MIDDLE: Lora
HOME ADDRESS: 13906 Daniels Landing Circle, Winter Garden, FL 34787
OFFICE ADDRESS:
HOME PHONE: CELL PHONE: 407-575-3964 WORK PHONE:
EMAIL: rachelsaunders79@outlook.com FAX #:
CURRENT EMPLOYER: Southeast Ingenuity Investments, Inc (SII) (Real Estate) LENGTH: SII-4+ years (see attached)
POSITION: President at SII and Music Teacher at Garden Music School
EDUCATION: HIGH SCHOOL GRADUATE ☒ YES ☐ NO UNDERGRADUATE COLLEGE DEGREE IN: B.S. Mass Media Communications
ADVANCED COLLEGE DEGREE IN: Master of Business Administration OTHER:

PLEASE STATE YOUR EXPERIENCE, INTERESTS OR ELEMENTS OF YOUR HISTORY THAT YOU THINK QUALIFY YOU FOR APPOINTMENT:
I would like to serve our community by utilizing my unique combined experience in business, government and communications. *Please see attached resume, stating real estate and zoning experience.

COMMUNITY INVOLVEMENT: Bible Study Leader at First United Methodist Church of Clermont
INTERESTS/ACTIVITIES: Volunteering, Running, Surfing, Enjoying the outdoors
WHY DO YOU DESIRE TO SERVE ON THIS/THESE BOARDS? Please see attached letter.
NAME ANY BUSINESS, PROFESSIONAL, CIVIC OR FRATERNAL ORGANIZATIONS OF WHICH YOU ARE A MEMBER AND THE DATES OF MEMBERSHIP.
Central Florida Realty Investors Association, Inc.(Sept. 2014), CFRI Advanced Investors (Sept. 2014), First United Methodist Church of Clermont (March 2014)

ARE YOU A RESIDENT OF WINTER GARDEN? ☒ YES ☐ NO IF YES, CONTINUOUS RESIDENT SINCE? February 2014
ARE YOU A REGISTERED VOTER OF ORANGE COUNTY? ☒ YES ☐ NO WHICH CITY DISTRICT? 3
ARE YOU CURRENTLY SERVING ON ANY OTHER BOARDS? ☒ YES ☐ NO IF YES, PLEASE STATE NAME OF BOARD:
Passion Committee Chair for Greater Orlando American Heart Association

HAVE YOU EVER SERVED ON A GOVERNMENT BOARD? ☐ YES ☒ NO IF YES, PLEASE STATE NAME OF BOARD:

REFERENCES:
Rick Dreggors, President and Appraiser, Calhoun, Dreggors & Associates, Inc. 407-835-3395
Edwina Simms, Director, Go Red for Women, American Heart Association - 407-481-6317

WHICH BOARD(S) ARE YOU INTERESTED?

- ☑ *CODE ENFORCEMENT BOARD
- ☑ *PLANNING & ZONING BOARD
- ☑ *COMMUNITY REDEVELOPMENT AGENCY
- ☑ *COMMUNITY REDEVELOPMENT ADVISORY BOARD - *CIRCLE ALL THAT APPLY TO YOU WITHIN THE CRA: RESIDE / OWN / OPERATE A BUSINESS / OTHER*
- ☑ *GENERAL EMPLOYEES PENSION BOARD
- ☑ *FIRE/POLICE PENSION BOARD
- ☑ *ARCHITECTURAL REVIEW AND HISTORIC PRESERVATION BOARD
  CIRCLE ALL THAT APPLY TO YOU: ARCHITECT / LICENSED GENERAL CONTRACTOR / WG HERITAGE FOUNDATION BOARD MEMBER / OWN COMMERCIAL PROPERTY IN THE HISTORIC DISTRICT / OWN COMMERCIAL PROPERTY IN THE HISTORIC DISTRICT & RESIDE IN THE CITY / RESIDE IN THE CITY
- ☑ ELECTION CANVASSING BOARD

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DIRECT INTEREST FORM AND QUESTIONS TO THE CITY CLERK'S OFFICE AT 407-656-4111 EXT. 2254

THANK YOU FOR YOUR INTEREST IN SERVING YOUR COMMUNITY.

Rachel Lora Saunders
13906 Daniels Landing Circle
Winter Garden, FL 34787
Rachelsaunders79@outlook.com
407-575-3964

February 19, 2015

Kathy Golden, CMC
Office of the City Clerk
Winter Garden City Hall
300 West Plant Street
Winter Garden, FL 34787

Dear Ms. Golden:

I am writing to express my interest in serving on a city board. I purchased my home and moved to Winter Garden one year ago. Even though my family members reside in other cities in Florida, the Winter Garden community felt like home to me.

I have a background in business, government and communications. I have been an owner in real estate investment companies since 2004, and have first-hand experience with successfully zoning land for its highest and best use in another city. Recently, I had a business meeting with City Planner Ed Williams, who suggested I serve on the Planning and Zoning Board. It was after this meeting that I first began to seriously consider this opportunity.

My life has been dedicated to serving where I am. I have been involved in dozens of charities through the years. I am currently serving as Chair for a committee for the Greater Orlando American Heart Association, and am a leader at First United Methodist Church in Clermont.

In serving on the Planning and Zoning Board, my intention would be to continue my life of service to the citizens of our city. I would help preserve and enhance the quality of life in Winter Garden, while helping to implement a smart growth strategy. I would work with the board and city staff to confirm and accomplish the goals set in the comprehensive plan. While I would prefer to serve on the Planning and Zoning Board, I am open to serving on another board, should the need be greater.

I believe that the events happening in local government, though overlooked by many, often make more of a difference in our lives than national events. That is why I would consider it an honor and a privilege to serve Winter Garden.

Sincerely,

Rachel Saunders

RACHEL SAUNDERS
13906 DANIELS LANDING CIR
WINTER GARDEN, FL 34787
(407) 575-3964 / rachelsaunders79@outlook.com

My experience in business, government and communications will help me effectively serve the citizens of Winter Garden.

Experience

SOUTHEAST INGENUITY INVESTMENTS, INC., WINTER GARDEN, FL, NASHVILLE, TN, and SEVERAL NORTHWEST FLORIDA CITIES 2011-Present
President
Served as Vice President in same company division formerly known as Saunders Company of North FL, Inc. *2004-2011*
(Real estate investment corporations); Sole founder and manager of home investment division in Tennessee in 2004; company previously consisted of timber-only investments in Florida and Georgia for over 46 years

- Developed differentiation strategy, which grew profits an extra 7-8% a year by rebranding as an in-house finance corporation, resulting in a competitive advantage and wider customer base than real estate-only businesses
- Strategically planned selection and purchase, and led teams to execute home renovation projects and resale
- Negotiated successfully with the city of Antioch, Tennessee (Nashville suburb) on a land project to obtain a **zoning change**, which led to land resale within months, and more than doubling ROI
- Increased division's total assets more than 150%
- Prevented several hundred thousand dollars in taxation through personal research of effective tax strategies
- Administered first consistent cash flow by successfully realigning the company strategy from selling to renting during the global economic crisis

INDEPENDENT CONTRACTOR, WINTER GARDEN, FL and CLERMONT, FL 2014-Present
Music Teacher currently teaching at Garden Music
Instructor of music theory learned from years of study with Nashville professionals and career as former professional musician. Currently teaching at Garden Music School in Winter Garden.

- Prepared students who were successfully selected as honor choir members, school musical performers and contest winners

INDEPENDENT CONTRACTOR, BASED IN WASHINGTON, DC AND NASHVILLE, TN 2002-2004
Reporter/Writer
Wrote and edited (paid intern) for Voice of America in Washington, DC (2002); directed and reported various news projects for local and regional TV stations throughout the U.S. (2002-2004)

OFFICE OF THE GOVERNOR, TALLAHASSEE, FL 2001-2002
Community Liaison for Governor's Mentoring Initiative
Collaborated with businesses, non-profit organizations and government agencies in building a state-wide coalition of child mentors during governor's term

- Oversaw coalition of over 100,000 mentors; helped add thousands of new mentors (approximately 20,000 mentors added during the school year)
- Partnered with Florida's mayors through The Florida League of Cities, Inc. to create a state-wide mentoring initiative among local municipalities

- Compiled Excel report of personally-gathered data from non-profit organizations, businesses and schools of every Florida mentor for governor
- Cultivated successful media coverage through TV and newspaper interviews and events coverage
- Coordinated large special events for the governor with state agency leaders, city officials and business partners throughout Florida

Education

FLORIDA INTERNATIONAL UNIVERSITY — Dec. 2011
Chapman Graduate School of Business
Corporate Master of Business Administration
3.79 GPA

ORAL ROBERTS UNIVERSITY — 2001
Bachelor of Science in Mass Media Communications
Magna Cum Laude

THE CITY OF WINTER GARDEN

From: Tanja Gerhartz, Economic Development Director

Via: Mike Bollhoefer, City Manager

Date: September 3, 2015 **Meeting Date:** September 10, 2015

Subject: Special Event Approval for Plant Street Market's Octoberfest - October 16, 17 and 18

Background Summary and Discussion:

The City of Winter Garden has received the following Special Event Application for review and approval by the City Commission.

- Plant Street Market's Octoberfest - October 16, 17 and 18
    - Requires closure of Central Avenue from Plant to Smith Streets for the following times:
        - Friday, October 16 – 5 pm to 11 pm
        - Saturday, October 17 – 11 am to 11 pm
        - Sunday, October 18 – 12 pm to 8 pm
    - They are requesting to serve food and beer/wine.
    - They are requesting to have music, children's games and activities.
    - No additional services are required of the City.
    - They have submitted the special event fee.

The City of Winter Garden has taken the last year to review the Special Events process of other communities. Managing special events sometimes becomes a balancing act between interests. In reviewing best practices, City staff looked for ways to better manage events and their impact. Moving forward the approval for events will include conditions of approval that will be given to the event organizer so the community's expectations are clear with regard to alcohol sales, vendors and entertainment that is allowed to occur on public streets.

Recommendation:
City staff recommends approval of the event with the conditions of approval outlined in the attachment.

Attachment:
Permit Application, Event Site Map

Special Event Permit

Event: Plant Street Market's Octoberfest
Organizer: Plant Street Market
Event Date: October 16, 17 and 18
CC Approval Date: September 10, 2015

Plant Street Market's Octoberfest

City staff recommends approval as follows:

- Plant Street Market shall pay special event fee
- Event Hours
    - Friday, October 16 – 5 pm to 11 pm
    - Saturday, October 17 – 11 am to 11 pm
    - Sunday, October 18 – 12 pm to 8 pm
- Street Closures
    - S. Central Avenue – from Plant Street to Smith Street
- Site Map and Event Boundary - Attached
- Alcohol Sales
    - Beverage sales location are approved by the City
    - No glass allowed in the street, alcohol to be served in opaque cups
    - Barricade fencing shall contain signage at all entrances stating no alcohol beyond this point
    - Volunteers or an off-duty police officer shall be at the event to ensure state and local laws are followed
- Organizer shall have Event Insurance as specified
- Parking – City Hall Parking and overflow shall be the ballfields
- Vendors
    - A vendor list shall be submitted for approval

Attachment:
Permit Application with Event Site Map

CITY OF WINTER GARDEN
PARKS & RECREATION DEPARTMENT
310 NORTH DILLARD STREET
WINTER GARDEN, FL 34787

PHONE: (407) 656-4155
WWW.WINTERGARDEN-FL.GOV

WINTER GARDEN • A charming little city with a juicy past.

Official Use Only

Date Received: _____

Permit Fee Pd. on: _____ Init. _____

CITY OF WINTER GARDEN

SPECIAL EVENT APPLICATION – PUBLIC PROPERTY

Per City Code Ch. 27, Art 1, Sec.3 "Special Events" are defined as any public assembly of 100 or more people in any park, sidewalk, alley, lake or other publically owned area. Completed applications should be submitted no less than 90 days prior to the first date of the proposed event. Events that require closure of any city street or are anticipated to have more than 500 people in attendance will require approval of the City Commission.

ORGANIZATION/GROUP: Plant Street Market NON PROFIT ____ CORP. ✓ INDIV. ____

NAME OF EVENT Plant Street Market Octoberfest

CONTACT/REPRESENTATIVE: Andy Sheeter PHONE # 678-612-4003

ALT. PHONE: _____ EMAIL: ANDY@COOKEDCAN.COM

EVENT LOCATION: Plant St. Market/S. Central St. PROPOSED DATES: Oct 16, 17, 18 - 2015

HOURS: Friday 5-12 Sat 11-12 Sun 12-8 ESTIMATED DAILY ATTENDANCE: 1500

PLEASE CHECK ALL OF THE FOLLOWING THAT APPLY:

TYPE OF EVENT	EVENT DETAILS	EQUIPMENT AT EVENT
✓ FESTIVAL	____ ADMISSION CHARGE/TICKET SALES	✓ AMPLIFIED SPEAKING/MUSIC
____ EXHIBIT(S)	✓ ALCOHOL SERVED [1]	HOURS OF: Band
____ CARNIVAL/CIRCUS/FAIR	✓ ALCOHOL SALES [2]	✓ PORTABLE RESTROOMS
____ GENERAL MEETING	____ FIREWORKS/PYROTECHNICS	____ SPORTS EQUIPMENT
____ PARADE	✓ FOOD VENDORS: # OF 5-8	✓ STAGE/PROPS/PRODUCTION
✓ BLOCK PARTY OR PICNIC	____ MERCHANDISE VENDORS: # OF ____	✓ TENTS: # OF & SIZE 10x10
____ SPORTING EVENT/COMPETITION	✓ OPEN TO PUBLIC	✓ TEMPORARY EVENT SIGNAGE
____ WEDDING/RECEPTION	✓ STREET/SIDEWALK CLOSURE-	____ DUMPSTERS/RECEPTACLES
____ REVIVAL	HOURS OF: ____	____ INFLATABLE DEVICES
____ OTHER: (EXPLAIN) ____	____ CITY WATER USED	✓ COOKING EQUIP. USED.
	____ EVENT HELD PREVIOUSLY	GAS ____ OPEN FLAME Grill
	____ CITY ELECTRIC USED	____ OTHER: ____

[1] PLEASE NOTE THAT BEERGARTENS OR ZONES WHERE ALCOHOL IS REQUESTED TO BE PERMITTED MUST BE CLEARLY IDENTIFIED ON THE EVENT SITE MAP.

[2] EVIDENCE OF PROOF OF PERMITTING THROUGH THE STATE OF FLORIDA DEPARTMENT OF BUSINESS AND PROFESSIONAL REGULATION MUST BE PROVIDED TO CITY STAFF NO LATER THAN 30 DAYS PRIOR TO THE FIRST DAY OF THE PROPOSED EVENT.

PLEASE CAREFULLY REVIEW ALL OTHER POLICIES AND PROCEDURES ON PAGE 2 OF THIS APPLICATION

City of Winter Garden
Parks & Recreation Department
310 North Dillard Street
Winter Garden, FL 34787

Phone: (407) 656-4155
www.wintergarden-fl.gov

WINTER GARDEN • A charming little city with a juicy past.

City of Winter Garden
Special Event Policies and Procedures

Food Vending

The Dept. of Business and Professional Regulation of the State of Florida requires that you notify their Division of Hotels and Restaurants no later than three days prior to any temporary event where food will be sold. All food vendors must meet minimum safety and sanitation requirements and pay a temporary event licensing fee if they do not already hold an annual license with the State of Florida. The Division of Hotels and Restaurants can be reached at 850-487-1395 or visit http://www.myfloridalicense.com/dbpr/hr/licensing/GT_tempevents.html for more information.

Event Insurance

In most instances event insurance will be required with general liability coverage of at least 1,000,000. City staff reserves the right to request increased limits deemed necessary for certain high-risk activities. Individuals, groups without insurance, or groups that do not produce an appropriate certificate of insurance two weeks prior to the event date will be required to purchase individual event policies through the city insurance carrier at limits deemed necessary by city staff. Prices for appropriate policies are established by the insurance broker and are non-negotiable. If proper insurance is not obtained or paid for at least two weeks prior to the scheduled event, the city reserves the right to cancel the event request.

Permit Fees

Events with 100-249 people in attendance: $250.00

Events with over 250 people in attendance: $1,000.00

Additional Fees

Other fees will be assessed if deemed necessary by certain applicable departments. Although not an exhaustive list, fees may be assessed for police officers, police supervisors, fire protection, EMT personnel, street barricading, electric usage, maintenance staff, trash receptacles & collection, or any other staff deemed necessary to be on-site during event hours, etc. Bonds of up to $5,000,000 may be required at the discretion of city staff for events with attendance over 500 people and events hosting certain high-risk activities. All fees must be paid in full in at least two weeks prior to the event date to avoid cancellation.

Miscellaneous Policies

- Event advertising should not include any reference of endorsement by the City of Winter Garden.
- Admission fees may not be charged for events taking place on public property.
- Temporary event signage must meet city code requirements. Contact W.G. code enforcement for info.
- There are other special requirements for Motion Photography Production.
- There are special requirements for Fireworks.
- Any event utilizing Plant St. and effectively closing the West Orange Trail must notify Orange County Parks and Recreation at 407-654-1108.
- If any portion of a state road is to be closed, a state D.O.T. request form must be obtained from the Winter Garden Police Dept., completed and returned to the WGPD to be filed with the State of Florida. Such requests should be submitted at least six weeks prior to the event date.

Approval Process

The Recreation, Fire & Police Departments will review all requests and forward to additional departments as needed. You may be contacted to provide further information. You will be notified of initial approval, additional fee requirements and if further commission approval will be required in 2 to 4 weeks.

CITY OF WINTER GARDEN
PARKS & RECREATION DEPARTMENT
310 NORTH DILLARD STREET
WINTER GARDEN, FL 34787

PHONE: (407) 656-4155
WWW.WINTERGARDEN-FL.GOV

PLEASE PROVIDE A GENERAL DESCRIPTION OF THE EVENT THAT INCLUDES ALL FEATURES BEING PROPOSED TO TAKE PLACE. ELABORATE ON ANY OF THE ABOVE CHECKED ITEMS IF NECESSARY: (USE BACK IF NECESSARY).

A Octoberfest celebration for families and locals. Traditional food/drink and entertainment
A kids area and seating for meals/viewing.

THE FOLLOWING SHOULD ACCOMPANY YOUR APPLICATION: (APPROVAL PROCESS WILL NOT BEGIN UNTIL THESE ARE SUBMITTED)

- ☐ COPY OF 501C-3 OR OTHER TAX EXEMPT STATUS CERTIFICATE (IF APPLICABLE)
- ☑ SITE PLAN INDICATING ALL AFFECTED AREAS, STREETS PROPOSING TO BE CLOSED, TEMPORARY POWER SOURCES TO BE INSTALLED, PORTABLE RESTROOM LOCATIONS, VENDOR PLACEMENT, PARADE ROUTE, ALCOHOL SERVING ZONES, OR ANY OTHER SIGNIFICANT FEATURES
- on file → ☑ COPY OF APPLICANT'S INSURANCE CERTIFICATE NAMING THE CITY OF WINTER GARDEN AS ADDITIONALLY INSURED. (SEE NEXT PAGE FOR INDIVIDUALS AND GROUPS WITHOUT INSURANCE)
- ☒ SANITATION PLAN – PORTABLE RESTROOMS, TRASH COLLECTION AND RECEPTACLE PLAN, ETC. on site plan
- ☒ PARKING AND TRAFFIC PLAN - REROUTING TRAFFIC AROUND BLOCKED STREETS, PARKING FOR EVENT PATRONS, ETC.
- ☒ MEDICAL CARE - FIRST AID STATIONS, EMS SERVICES, AMBULANCE ON SITE, ETC. on site plan
- ☒ SECURITY - OFF-DUTY OFFICERS SCHEDULED, SECURITY SERVICE UTILIZED, # OF EVENT STAFF IN ATTENDANCE, ETC. on site plan

In consideration of permission to use, today and on all future dates, the property, facilities, staff, equipment and services of any facility owned, leased, rented, and/or used by the City, the applicant does hereby release, waive, covenant not to sue, and discharge the City from all liability, responsibility and claims for personal injury, accidents, loss, illnesses, death, and property damage or loss arising from, related to, or in any way connected to participation in any of the listed Activities, including use of the City's facilities, premises, and equipment.

The applicant also agrees to INDEMNIFY AND HOLD the City HARMLESS from any and all claims, demands, actions, suits, proceedings, costs, expenses, damages, injuries, and liabilities, including attorney's fees (both at the litigation and appellate levels), relating to or arising from applicant's involvement in any of the Activities, and to reimburse the City for any such fees, costs and expenses incurred by the City. Participant further expressly agrees that the foregoing waiver, assumption of risks, indemnification and hold harmless provisions of this document are intended to be as broad and inclusive as is permitted by the laws of the State of Florida, and that if any portion thereof is held invalid or unenforceable, it is agreed that the balance shall remain and continue in full legal force and effect.

The undersigned has read these special event policies and procedures, waivers of liability, assumption of risks, and indemnity and hold harmless provisions, fully understands them, and understands that applicant is giving up substantial rights, including applicant's right to sue. The undersigned acknowledges that the undersigned is signing this document on behalf of the applicant freely and voluntarily, and intends this, by the undersigned's signature, to be a complete and unconditional release of all liability and responsibility on the part of the City to the greatest extent allowed by law. The undersigned further agrees that no oral representations, statements or inducements apart from the foregoing written agreement have been made by the City, but if made, the undersigned has not, and will not, rely on such.

Dana Brown — SIGNATURE OF APPLICANT

8/13/15 — DATE

FOR OFFICE USE ONLY

REC.: _____ SCHEDULED FOR MEETING OF: _____

PD: _____

FAX: _____

PS: _____ OTHER: _____

City of Winter Garden
Parks & Recreation Department
310 North Dillard Street
Winter Garden, FL 34787

Phone: (407) 656-4155
www.wintergarden-fl.gov

WINTER GARDEN ▪ A charming little city with a juicy past.

City of Winter Garden
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Plant Street
Food
Beer STATION
Food
stage
Food
Beer Station
Food
Food
Seitan patties
tables
tables
3x16 ft
tables
3x16
tables
Patio
Beer Station
AREA
20x20 Tent
Kids movies
Plant St. Market
CC Tower