

City of Winter Garden
Annual Budget
2003-2004



**CITY OF WINTER GARDEN
BUDGET MANUAL
FY 2003/04**

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HOW TO USE THIS BOOK

Budget Message

This section is designed to be a removable executive summary of the budget that is presented in the ensuing pages. It provides various types of comparative statistical information and an organizational chart depicting City of Winter Garden Government.

Budget Policy

This section outlines the City's policy and procedures regarding the budget process. Budgeting is a continual year-long process for the City. Once the budget is adopted, the City performs an interim budget adjustment. The interim budget allows for any mid-year corrections.

Debt Information

This section details the current debt of the City. A description of the debt and the amortization schedules are provided.

Organization Budgets

By fund type, these sections provide a three year comparison of expenditures (prior year actual, originally adopted budget for the current fiscal year, a revised budget as of June 30th of the current fiscal year, and the budget for the new fiscal year) and a summary of funding sources. Organization charts, mission statements and goals objectives are presented for each department. The expenditures can be categorized and explained as follows:

- Personal Services: Costs related to compensating employees, including salaries, wages and fringe benefit costs.
- Material Services: Also known as operating and maintenance costs, these are expenses of day-to-day operations such as office supplies, maintenance of equipment, and travel, excluding capital costs.
- Capital Outlay: Appropriation for the acquisition or construction of physical assets that have a minimum useful life of three years and a minimum cost of five hundred dollars. These may include buildings, recreational facilities, road and drainage structures, water and wastewater structures, and equipment.
- Debt Service: The expense of retiring such debts as loans and bond issues. It includes principal and interest payments and payments for paying agents, registrars and escrow agents.

- Grants: A contribution of assets (usually cash) by one governmental unit or other organization to another made for a specified purpose.
- Reserves: An account used to indicate that a portion of a fund's balance is legally restricted for a specific purpose and is, therefore, not available for general appropriation.
- Other: These include other expenditure items of a non-expense or expenditure nature, other than reserves, such as depreciation expense and transfers to other funds.

Management Improvement Objectives are included for applicable departments, along with developed efficiency/workload indicators.

Capital Outlay

A list of all capital procured during the new fiscal year is provided.

Five Year Capital Outlay

This section is a summary of the proposed five year capital improvement plan. The schedule provides the total dollar value of the project. For further detail, please reference the Capital Improvement Plan book.

Employee Positions

A summary and detailed listing of all full-time employees for each department for the past four years, for the current fiscal year, and for the new fiscal year.

Glossary of Terms

Governmental budgeting terms are defined.



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August 22, 2003

Honorable Members of the City Commission of the City of Winter Garden:

In accordance with Article III of the City Charter, I am pleased to present for your consideration the City Manager's recommended budget for FY 2003/04. This document sets the City Manager's recommended expenditures for operations and for capital improvements for the upcoming fiscal year.

This Annual Budget document has been prepared in a format similar to that used last year. 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 the end of July. The 2003/04 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 the proposed Capital Expenditures is illustrated in both the Annual Budget document and in the accompanying Five-Year Capital Improvement Program.

BUDGET HIGHLIGHTS

GENERAL FUND: Projected Revenues for fiscal year 2003, after eliminating transfers from fund balance, the Department of Transportation Grant and management fees, increased 12% from FY 2002/03 to FY 2003/04.

Ad Valorem taxes, which comprise 27% of the budget, are projected to increase 22% as a result of growth. State Sales Tax and Municipal Revenue Sharing revenues, representing 19.5% of the budget, have been conservatively budgeted at 95.7% of the State's projection due to uncertainty in the economy. This results in a projected 9% increase in Sales Tax Revenue and a 3.3% increase in Shared Revenues. The Municipal Revenue Sharing revenue is used to finance the two revenue bonds. Funds in excess of the debt service requirement are transferred to the General Fund.

Electric Franchise Fees and Utility Tax Fees have been budgeted at a 16% increase over last year. These revenues comprise 13.2% of the budget. The Communications Service Tax, 5.8% of the budget, increased 10.7%. The Local Option Gas Tax Revenues, which are recorded in the Special Revenue Fund, increased 12.1%. These revenues are to be used only for road-related expenses.

The budget includes a 3% cost-of-living increase for all employees. Salaries for most junior firefighters were increased an additional 5% in order to remain competitive in attracting quality employees to the Fire Department. Overall, wages increased 3.6%.

Health insurance costs increased ONLY 11%. This is good news, considering the State average is expected to be 17%. The City will continue to use UnitedHealthCare as its insurance provider. This year the City will pay 50% of the cost for family, spousal, and dependent insurance. Approximately 39% of our employees have some type of dependent coverage. The City will continue to pay 100% of the insurance for employees.

The City continues to participate in the pooled self-insured program administered by Public Risk Management. Premiums for worker's compensation, general liability, and automotive insurance increased 29% this year. This increase is due to the claims experience of the member cities, a decrease in investment income for insurance carriers, and overall increases in the cost of providing insurance which has increased significantly due to the threat of terrorism.

The City's Pension plan costs are significantly higher this year. This is due to the downturn in the stock market last year. This phenomenon has negatively impacted all pension plans throughout the country. The increase this year will be \$442,096, a 66% increase. We have taken steps to bring the cost down next year. These steps taken with the improving stock market should ensure that pension costs are significantly lower next year.

Conservative fiscal management and continued efforts to control operational costs will serve the City well as we continue in these economically uncertain times. As other cities across the state are raising taxes and implementing drastic cuts in expenses, we continue to maintain and improve infrastructure, provide our employees with one of the best benefits packages in the State, and still manage to maintain our solid financial condition. The City will begin Fiscal Year 2004 in excellent shape.

Following are specific departmental highlights:

LEGISLATION: The Legislative budget is consistent with prior years.

ADMINISTRATION: The Administration budget is consistent with prior years. There are no major capital expenditures budgeted this year.

PLANNING, BUILDING & ZONING: The Planning Division budget is consistent with prior years. The Building Division budgeted \$42,560 to complete the implementation of the Click-to-Gov software program. This will allow inspectors to enter inspection information from job sites using laptop computers. It will also allow builders to set up inspections and check on the status of inspections over the internet. This will allow the Building Division to eliminate the 20 hour per week clerk position. It will also improve the entire inspection process.

POLICE: The Police Department budget has increased 7.7% this year compared to last year. This increase was caused by the addition of two new police officers, a narcotics officer, and a non-sworn evidence room clerk. The narcotics position will be paid

primarily with grant funds. Operational costs also comprised a significant portion of the 7.7% increase. This was due to the increasing costs of maintaining new equipment such as tasers, laptop computers, and other computer equipment. We are taking steps this year to reduce the increase in operational costs in future years.

FIRE: The Fire Department budget increased 12.2% over last year. The increase is primarily due to the three new firefighter positions and the \$158,000 contract with Orange County to provide dispatching services. There is also an \$89,214 increase in pension costs. The new firefighters will be used to increase the staffing on Engine 23 to four firefighters per shift and thus meet current National Fire Protection Agency standards. We will also put Rescue 24 back in service.

PUBLIC WORKS: The Public Works budget is consistent with prior years. The only significant capital project in the General Fund is paving the Boyd Street parking lot. There are several street paving projects in the Local Option Gas Tax Fund such as South Park Avenue, Main Street (Story to Vining), Tremaine Street, and North Boyd Street. The Parks Division in the Recreation Department has been combined with the Landscaping Division and moved to the Public Works Department. Combining the two divisions will allow the City to take advantage of economies of scale and thus lower personnel costs and reduce any duplication of equipment used by the two divisions.

RECREATION: The Recreation budget, after being adjusted for the Centennial expenses, decreased by 6% over last year. This is due to moving the Tanner Hall events coordinator and janitor into a separate division, Newton Park Facilities. Combining the budget of both divisions results in an 8% increase in the Recreation Department. This increase is caused by making the events coordinator a full time position and \$25,000 in carpet installation costs in Tanner Hall. Moving the Parks Division and the facilities coordination will allow the Recreation Department to focus on improving and expanding recreation programs.

One of the most significant events coming up next year is the culmination of the Centennial Celebration. The main event will be November 8, 2003 and will include a parade, a concert featuring some of country music's biggest artists, and a fireworks extravaganza. The celebration will pay tribute to the people, places, and events that helped Winter Garden establish its prominent place in Central Florida. This event will provide an opportunity for the residents of the City to celebrate the 100th birthday of their community.

ENGINEERING: The Engineering Department will continue to utilize the services of an independent engineer consultant to serve as the City Engineer. The Department will continue to operate with four inspectors. Two inspectors will report to the Public Works Director and the other two will report to the Utilities Director. The current arrangement using the independent engineer consultant remains cost effective and will be monitored on a monthly basis to ensure it continues to do so.

UTILITIES: The Utilities Department is continuing its aggressive capital improvement plan this year. The Utilities Department should complete the construction of the Wastewater Treatment Plant and Water Treatment Plant #4. It will begin construction of Trunk Line C phases one and two. This is a 20-inch force main and reuse line which

when completed will provide an alternate route to pump wastewater from the southern service area and allow us to supply reuse to the South if we are unable to conclude acceptable agreements for alternative reuse supplies. The Palmetto Water Plant, Boyd Street Well, and the Wastewater Treatment Plant will convert their chlorine treatment process to a sodium hypochlorite conversion process, making the plants much safer. Other major projects are Boyd Street well improvements, a new water main on Stoneybrook Parkway from County Road 535 to Windermere Road, distribution and collection systems to Daniels Road North, a distribution system on Tremaine Street from Main Street to Dillard, and a forced main on West Crown Point Road. These and other projects will ensure that the Utilities Department is prepared to meet future capacity needs of the City.

Two positions have been added to the Utilities Department: a Customer Service Technician, and a Backflow Technician. The need for these positions was created by the growth within the City. The annual contribution to the Renewal and Replacement Fund is \$607,000. These funds will be used to improve the existing system, including improvements to lift stations and water mains, manhole relining, and other larger scale projects such as the North Boyd Street project and water line upgrades to James, Virginia, and Gary Streets.

STORMWATER: The budget is consistent with prior years. Three projects are planned in FY 2003: South Park Avenue, Main Street (Boyd to Vining), North Boyd Street, Tremaine Street (Main to Dillard) and Trunk Line C phases one and two.

SOLID WASTE: This year's budget is 3% more than the previous year. This is due to an increase in the fees paid to Waste Management and management fees paid to the General Fund. There are no new positions this year.

TRAILER CITY: Trailer City's budget is consistent with prior years. All the trailers in the Park have been equipped with water meters and thus there are no major capital expenditures this year. Expenses decreased 12% due to the absence of major capital expenditures and a reduction in utility expenses due to the installation of water meters in all the trailers. Revenues also decreased 12% due to a reduction in rent for the trailers that had water meters installed.

In conclusion, the City is in sound financial condition. We continue to operate maintaining both a low debt burden and large fund balances. This budget is a balanced budget in which current revenues finance current expenditures. It 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,

Hollis W. Holden
City Manager

**SUMMARY OF PROPOSED BUDGETS
FISCAL YEAR 2003/2004**

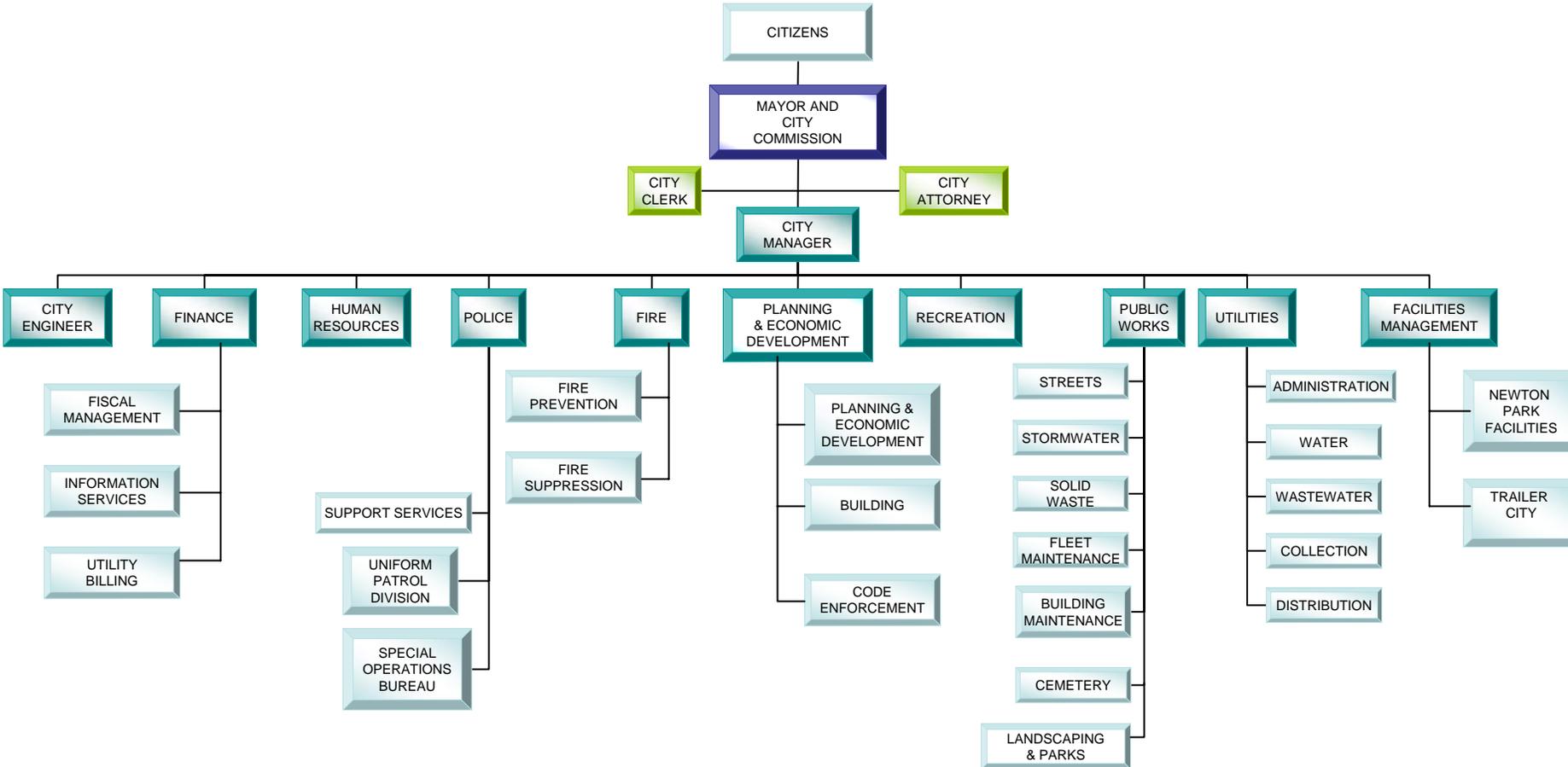
<u>CLASSIFICATION</u>	<u>GENERAL FUND</u>	<u>SPECIAL REVENUE FUNDS</u>	<u>DEBT SERVICE FUND</u>	<u>CAPITAL PROJECTS FUNDS</u>	<u>ENTERPRISE FUNDS</u>	<u>FIDUCIARY FUNDS</u>	<u>TOTAL</u>
CARRYFORWARD FUND BALANCE	7,180,327	4,741,911	60,648	25,000	19,548,900	19,322,488	50,879,274
REVENUES							
Ad Valorem Taxes	3,779,000	-	-	-	-	-	3,779,000
Ad Valorem Tax Penalties	5,000	-	-	-	-	-	5,000
Sales & Use Taxes	2,165,000	-	-	-	-	-	2,165,000
Franchise Fees	878,000	-	-	-	-	-	878,000
Licenses & Permits	1,425,975	-	-	-	-	-	1,425,975
Intergovernmental Revenue	2,836,570	1,382,392	-	-	-	160,000	4,378,962
Charges for Services	1,311,642	-	-	-	13,971,395	520,000	15,803,037
Fines & Forfeitures	168,700	5,000	-	-	-	-	173,700
Interest & Gains on Investments	241,606	183,075	1,500	-	520,500	2,100,000	3,046,681
Miscellaneous Revenues	291,106	2,675,000	-	-	109,705	-	3,075,811
Total Revenues	<u>13,102,599</u>	<u>4,245,467</u>	<u>1,500</u>	<u>-</u>	<u>14,601,600</u>	<u>2,780,000</u>	<u>34,731,166</u>
NON-REVENUES							
Interfund Transfers	665,994	193,250	679,414	-	925,976	-	2,464,634
Other Non-Revenues	-	1,982,000	-	-	-	-	1,982,000
TOTAL REVENUE & OTHER FINANCING SOURCES							
	<u>13,768,593</u>	<u>6,420,717</u>	<u>680,914</u>	<u>-</u>	<u>15,527,576</u>	<u>2,780,000</u>	<u>39,177,800</u>
TOTAL ESTIMATED REVENUES & BALANCES							
	<u>20,948,920</u>	<u>11,162,628</u>	<u>741,562</u>	<u>25,000</u>	<u>35,076,476</u>	<u>22,102,488</u>	<u>90,057,074</u>
EXPENDITURES/EXPENSES							
General Government	3,153,996	138,987	-	-	-	803,800	4,096,783
Public Safety	6,797,158	214,555	-	-	-	-	7,011,713
Physical Environment	1,944,710	-	-	-	14,536,708	-	16,481,418
Transportation	940,360	4,774,918	-	-	-	-	5,715,278
Human Services	-	-	-	-	-	-	-
Culture & Recreation	1,086,470	-	-	-	-	-	1,086,470
Total Expenditures/Expenses	<u>13,922,694</u>	<u>5,128,460</u>	<u>-</u>	<u>-</u>	<u>14,536,708</u>	<u>803,800</u>	<u>34,391,662</u>
NON-EXPENSE DISBURSEMENTS							
Debt Service	-	-	680,914	-	125,620	-	806,534
Interfund Transfers	332,714	891,151	-	-	890,598	-	2,114,463
TOTALS EXPENDITURES/EXPENSES							
	<u>14,255,408</u>	<u>6,019,611</u>	<u>680,914</u>	<u>-</u>	<u>15,552,926</u>	<u>803,800</u>	<u>37,312,659</u>
Reserves	<u>6,693,512</u>	<u>5,143,017</u>	<u>60,648</u>	<u>25,000</u>	<u>19,523,550</u>	<u>21,298,688</u>	<u>52,744,415</u>
TOTAL APPROPRIATED EXPENDITURES & RESERVES							
	<u>20,948,920</u>	<u>11,162,628</u>	<u>741,562</u>	<u>25,000</u>	<u>35,076,476</u>	<u>22,102,488</u>	<u>90,057,074</u>

THE CITY OF WINTER GARDEN OCTOBER 2003



The City of Winter Garden is a (17) square mile city located approximately 12 miles from Orlando in West Orange County. The City's population was 20,378 as of April, 2003.

CITY OF WINTER GARDEN ORGANIZATION CHART



General Information

Background

The City of Winter Garden, Florida (the City) was formed by Charter on November 10, 1903 and is located in Orange County, Florida. The City has a commission/manager form of government with a Mayor and four Commissioners elected as the governing body. The City provides the following services to its citizens: public safety, public works, cultural, recreation, community development, water, wastewater, stormwater and solid waste services.

Powers and Responsibilities of the City 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 in behalf of the City;
- (8) Appoint, remove and fix the compensation of the city manager, city attorney, city prosecutor, city auditor, city clerk, city tax assessor, 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 the City Commission

- To be responsive to and represent the wishes of the citizens
- To establish goals and priorities through approval of objectives, plans, and budgets
- To consider, evaluate and establish laws, policies, regulations and procedures

The Role of the Staff to the City Commission

- To implement the goals of the City Commission
- To suggest objectives, plans, and budgets for approval by the City Commission consistent with approved goals
- To implement Commission approved objectives, plans and budgets
- To provide the 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
- To manage the day-to-day affairs of City government
- 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 rapid 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.

Financial Structure

To provide proper accountability for the different kinds of resources, "funds" are established. Each fund is a separate entity with its own resources, liabilities and residual balance. Some homogeneous funds have been consolidated for budget presentation. 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:

- a. The General Fund accounts for all resources not reported in other funds. Most countywide activities are accounted for in this fund.
- b. Special Revenue Funds account for resources received from special sources, dedicated or restricted to specific uses.
- c. Debt Service Funds account for the accumulation of resources for, and the payment of, interest, principal and other costs of long-term debt.
- d. Capital Projects Funds account for the accumulation and use of resources for the acquisition of buildings, infrastructure and other capital facilities such as parks.

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 fall into two groups:

- a. Enterprise Funds account for activities, such as water and sewer service, which are similar to those provided by private enterprise and whose costs are paid from user charges or from revenue sources other than general governmental revenue.
- b. Internal Service Funds account for operations through which the County provides itself with data processing and other essential services, which would otherwise be

purchased from commercial suppliers. The governmental departments or funds using the services pay costs of operation of these funds.

Fiduciary Funds: Fiduciary Funds account for assets belonging to others, such as escrow deposits, which are under County control for administration. Agency and expendable trust funds are accounted for like governmental funds. Non-expendable trust funds are accounted for like proprietary funds types.

Fiduciary Funds consists of two groups:

- a. Expendable Trust Funds account for assets held by the County in trust for administration and disbursement for specific purposes.
- b. Agency Funds account for assets belonging to others, which are held pending disposition.

Budgetary Basis

The City adopts budgets for all Government Funds and Expendable Trust Funds on a modified accrual basis. The budgets for Proprietary Funds are adopted on an accrual basis. Depreciation expense is not budgeted; however, expenditures for capital outlays are budgeted. These outlays are capitalized into fixed assets and eliminated from the results of operations on a GAAP basis.

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

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 Capital Improvement Projects detail is included in Section 11 of this document, but the funding for these projects is included in the budget in each appropriate division.

Budget Process

In February the Finance Department developed 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 2003-04 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 2003-04 budget cycle, the Finance Department made available to each department access to the financial accounting software so that each 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. Commission work sessions in August are a forum for finalizing spending plans, establishing proposed millage rates and formalizing 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 hearing 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 1 and the spending plan as authorized by the Commission will be implemented throughout the fiscal year.

Budget Adoption and Modification

The City Commission annually adopts the budget by ordinance for all funds of the City. Budgetary authority is legally maintained at the fund level; however, the City's computerized financial system imposes budget controls at the appropriation level, by department.

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 or his designee. A list of such intrafund transfer 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. See the following exhibit for a flowchart presentation of this process.

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.

At the end of the first six months, 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 corrections. 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.

FY 2003-04 Budget Assumptions

Based on available economic data and the City Manager's priorities, the FY 2003-04 Revenue and Expenditure budgets were prepared using the following:

Revenues:

- Ad valorem revenues were budgeted at 96.5%.
- There was no increase in the citywide millage rate.
- Interest income projections reflect maintenance of current interest rates.
- The budget for state-shared revenues, including sales tax revenue, was prepared based on year-to-date actual figures and various economic assumptions. These revenues may be revised during FY 2003-04 based on projections from the State or economic changes.

Expenditures:

- **Personal Services:** A total of 9.5 new positions have been recommended in the budget for FY 2003-04.

Budgeted figures for salaries include a 3% cost-of-living increase for all employees.

Employee retirement contributions were budgeted at the following rates: 16.4% for regular employees, and 20.5% for firefighters and police officers which is based on the actuarially determined percentage less the offset from State Revenue Sharing on Insurance Premiums.

The rate for FICA (Social Security) contributions is based on a prorated amount due to the calendar year/fiscal year difference and is budgeted at 7.65% of total salaries and overtime.

The City's health insurance carrier is United HealthCare. The FY 2003-04 budgeted cost is approximately \$4,200 per employee for life and health insurance for single coverage and \$8,250 for single and family coverage. This is an increase over last fiscal year due to the increase in the re-insurance premium.

- **Operating Expenses:** Departments were requested to submit a "status quo" or current service level budget after adjustments for salaries and capital expenditures in an effort to operate within revenues estimated to increase 12% on average.

Capital Outlay: 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.

- **Capital Improvements:** Projects were budgeted according to prioritized needs and funds availability. The detailed listing of projects by fund is located Capital Improvement Plan.
- **Reserves:** Efforts have been made to maintain reserves at a healthy level while providing services to the citizens.

CITY OF WINTER GARDEN, FLORIDA
DEBT INFORMATION

Summary of Debt Outstanding

<u>Debt Outstanding—Governmental Fund Types:</u>	<u>Amount at October 1, 2003</u>
Guaranteed Entitlement Revenue Bonds, Series 1999 (1) \$1,087,000 Note; remaining principal due in annual installments of \$192,000 to \$200,000 through June 1, 2005; interest due in semi-annual installments of \$4,264 to \$8,357; interest at 4.264%	\$ 392,000
Capital Improvement Revenue Bonds, Series 1999 (2) \$905,000 Note; remaining principal of \$134,811 due on October 1, 2004; interest due in semi-annual installments of \$3,229; interest at 4.790%	134,811
Community Redevelopment Revenue Note, Series 2001 \$3,700,000 Note; principal due in annual installments of 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 \$325,000 beginning October 1, 2004; interest due in semi-annual installments of \$5,085 to \$91,205; interest at 5.220%	3,700,000
Orlando-Orange County Expressway Authority Agreement, Series 2001 \$6,661,960 (estimated); due in semi-annual principal and interest installments estimated at \$317,309 through January 15, 2023; interest at 5.616%	6,661,960
Total Outstanding—Governmental Fund Types	<u>\$10,888,771</u>

CITY OF WINTER GARDEN, FLORIDA
DEBT INFORMATION

Summary of Debt Outstanding

<u>Debt Outstanding and Available—Proprietary Fund Types</u>	<u>Amount at October 1, 2003</u>
State Revolving Fund Loan, Series 2001 \$1,058,400; due in semi-annual principal and interest installments of \$37,205 beginning January 15, 2005 through July 15, 2024; Interest at 3.330%	\$1,058,400
State Revolving Fund Loan, Series 2003 \$11,552,800; due in semi-annual principal and interest installments of \$387,610 beginning January 15, 2005 through July 15, 2024; Interest at 2.820%	
-Received to date	2,221,807
-Available on request	9,105,193
-Capitalized interest allowance	234,910
-Loan service fee	226,540
Total Outstanding and Available—Proprietary Fund Types	<u>\$12,846,850</u>

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 Guaranteed Entitlement Revenue Note, Series 1999 are as follows:

<u>Fiscal Year Ending</u>	<u>Principal</u>	<u>Interest</u>	<u>Total</u>
2004	\$192,000	\$16,715	\$208,715
2005	200,000	8,528	208,528
	<u>\$392,000</u>	<u>\$25,243</u>	<u>\$417,243</u>

Debt service requirements of the Capital Outlay Loan, Series 1999 are as follows:

<u>Fiscal Year Ending</u>	<u>Principal</u>	<u>Interest</u>	<u>Total</u>
2004	<u>\$134,811</u>	<u>\$6,457</u>	<u>\$141,268</u>

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. Total debt service payments are estimated to be \$330,931 for Fiscal Year 2004 and are expected to increase in subsequent years until the Note is paid in full.

CITY OF WINTER GARDEN, FLORIDA
DEBT INFORMATION

Annual Requirements to Amortize Long-Term Debt by Fund

DEBT OUTSTANDING AND AVAILABLE—PROPRIETARY FUND TYPES:

Utility Fund

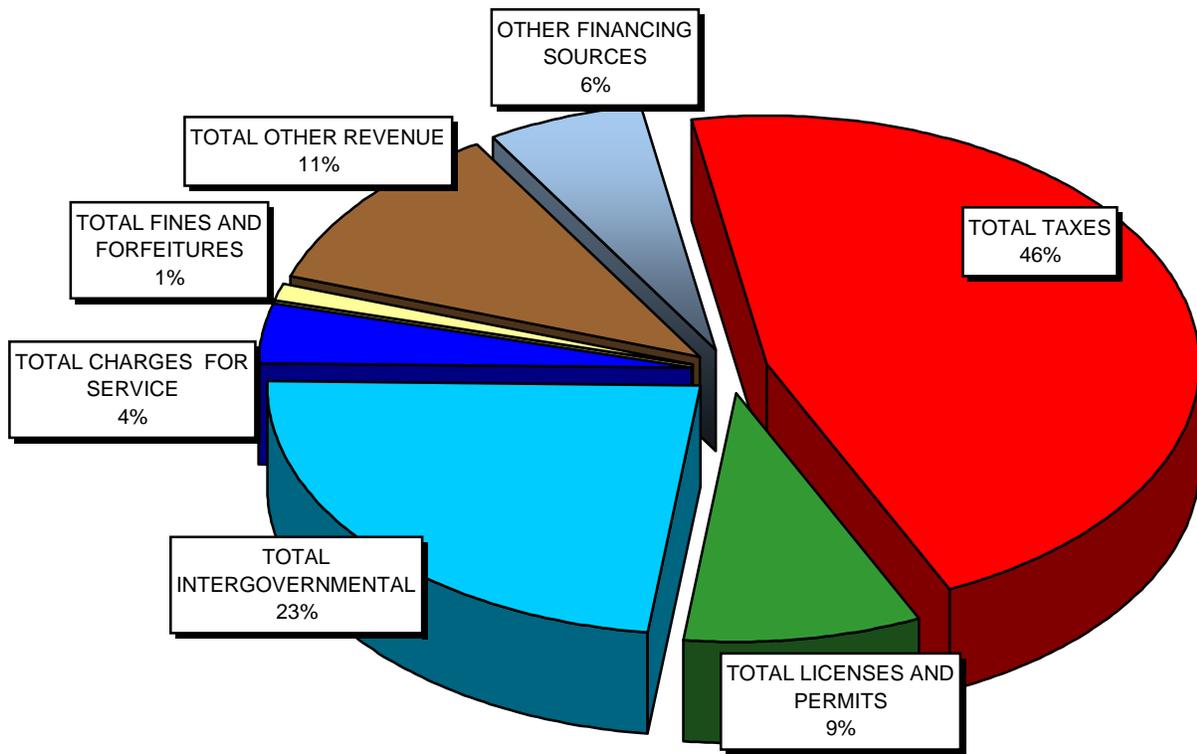
Debt service requirements of the State Revolving Fund Series 2001 Loan are estimated as follows:

<u>Fiscal Year Ending</u>	<u>Principal</u>	<u>Interest</u>	<u>Total</u>
2004	\$ -	\$ -	\$ -
2005	-	74,410	74,410
2006	10,077	64,333	74,410
2007-2024	979,323	320,118	1,299,441
	<u>\$989,400</u>	<u>\$458,861</u>	<u>\$1,448,261</u>

Debt service requirements of the State Revolving Fund Series 2003 Loan are estimated as follows, assuming the total amount available is disbursed:

<u>Fiscal Year Ending</u>	<u>Principal</u>	<u>Interest</u>	<u>Total</u>
2004	\$ -	\$ -	\$ -
2005	210,997	564,223	775,220
2006	458,571	316,649	775,220
2007-2024	10,883,972	3,069,992	13,953,964
	<u>\$11,553,540</u>	<u>\$3,950,864</u>	<u>\$15,504,404</u>

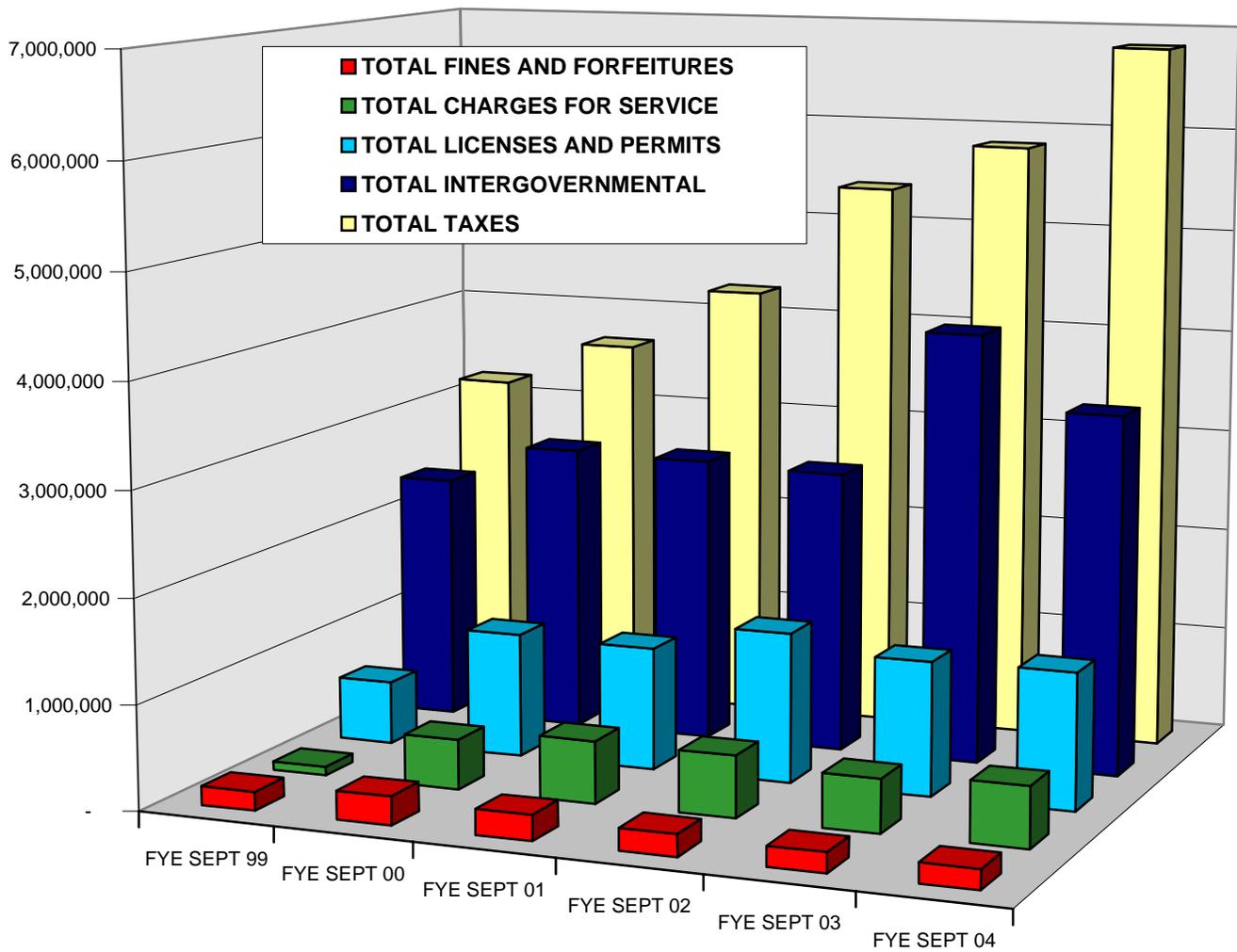
**CITY OF WINTER GARDEN
 FY 2003/2004 BUDGET
 GENERAL FUND
 REVENUES BY SOURCE**



Total Taxes	\$ 6,827,000
Licenses and Permits	
Intergovernmental	1,309,225
Charges for Services	3,472,570
Fines and Forfeitures	580,008
Other Revenues	188,100
Other Financing Sources	1,637,087
Total	<u>868,418</u>
Less Local Option Gas Tax	14,882,408
Grand Total	** (627,000)
	14,255,408

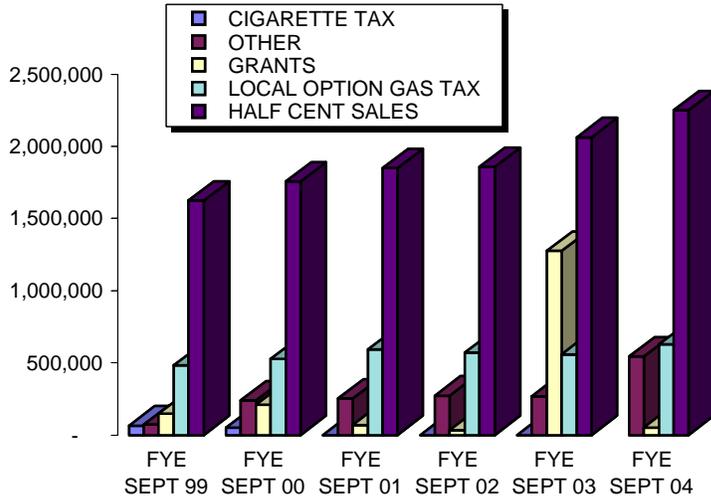
**Local Option Gas Tax included in initial calculation for comparisons with prior years.

**CITY OF WINTER GARDEN
 FY 2003/2004 BUDGET
 GENERAL FUND
 HISTORY OF REVENUES BY SOURCE**

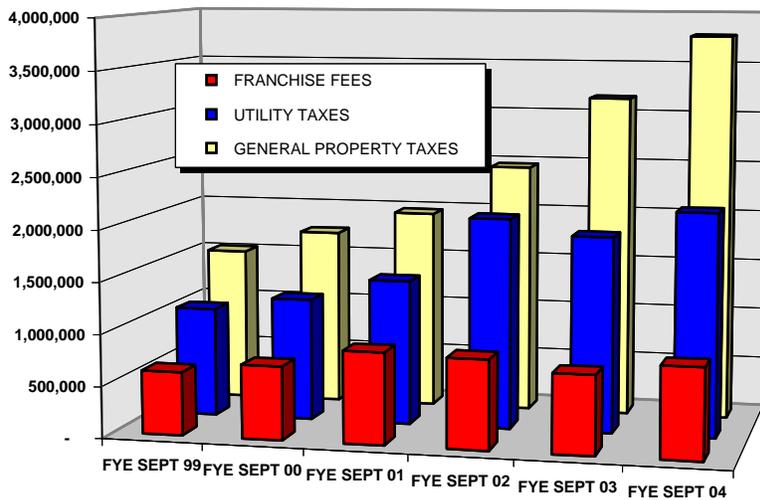


**CITY OF WINTER GARDEN
FY 2003/2004 BUDGET
GENERAL FUND**

INTERGOVERNMENTAL REVENUE

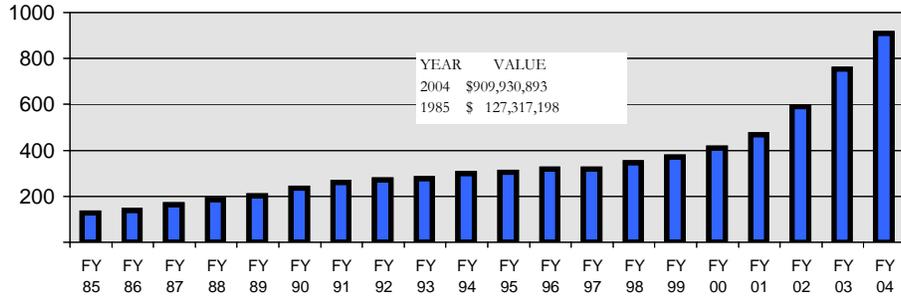


TOTAL TAXES BREAKDOWN

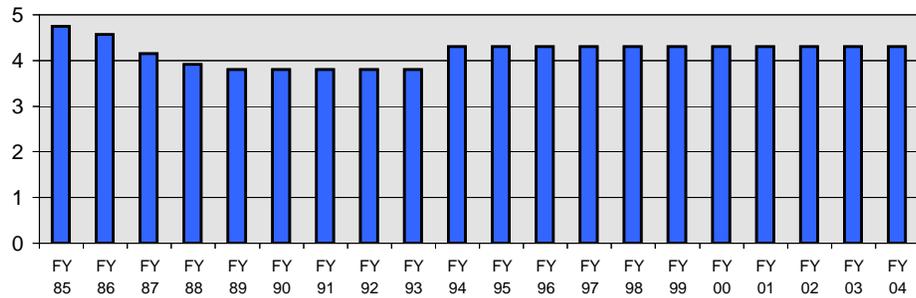


**CITY OF WINTER GARDEN
AD VALOREM TAXES**

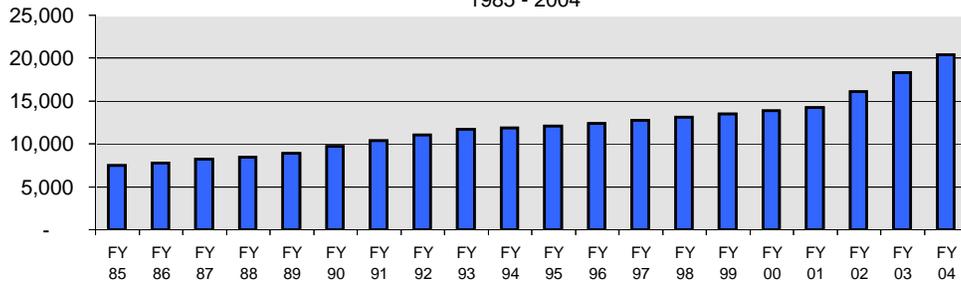
TOTAL ASSESSED VALUATION
IN MILLIONS



MILLAGE 1985 - 2004



WINTER GARDEN POPULATION
1985 - 2004



These charts depict important trends that impact the City of Winter Garden. Population has grown at an average rate of 5.5% a year since 1985. Development and property value have expanded the tax base. The millage has been at a constant rate of 4.304 since 1994.

**CITY OF WINTER GARDEN
FY 2003/2004 BUDGET
GENERAL FUND REVENUES
GENERAL GOVERNMENT DEPARTMENT**

	<u>2002 ACTUAL</u>	<u>2003 ORIGINAL BUDGET</u>	<u>2003 REVISED BUDGET</u>	<u>2004 PROPOSED BUDGET</u>
<u>ADMINISTRATION DIVISION</u>				
001-0213-311.10-00	ADVALOREM TAXES	2,452,401	3,156,182	3,156,182
001-0213-311.90-00	PENALTIES AND INTEREST	3,905	4,923	5,000
	TOTAL AD VALOREM	2,456,306	3,161,105	3,161,105
001-0213-313.10-00	ELECTRIC	794,120	710,000	810,000
001-0213-313.20-00	TELEPHONE	2,330	-	-
001-0213-313.40-00	GAS	51,964	53,417	53,417
001-0213-313.50-00	CATV	15,633	-	-
	TOTAL FRANCHISE FEES	864,047	763,417	863,417
001-0213-314.10-00	ELECTRIC	1,031,164	900,000	1,030,000
001-0213-314.20-00	TELEPHONE	-	-	-
001-0213-314.30-00	WATER	168,474	173,000	173,000
001-0213-314.40-00	GAS	76,367	47,589	47,589
001-0213-314.80-00	PROPANE	21,576	17,996	17,996
	TOTAL UTILITY TAX	1,297,581	1,138,585	1,268,585
001-0213-315-00-00	COMMUNICATIONS	756,005	768,181	828,181
	TOTAL SERVICE TAX	756,005	768,181	828,181
001-0213-321.01-00	OCC LICENSES CITY	128,184	130,000	130,000
	TOTAL LICENSES & PERMITS	128,184	130,000	130,000
001-0213-334.62-00	HUMAN SVCS/PUBLIC WELFARE	-	-	300,000
001-0213-335.14-00	MOBILE HOME LICENSE FEES	42,285	50,453	50,453
001-0213-335.15-00	ALCOHOLIC BEVERAGES LICENSE FEES	6,054	6,557	6,557
001-0213-335.18-00	LOCAL GOVT. SALES TAX	1,858,106	2,064,581	2,064,581
	STATE REVENUE SHARING	1,906,445	2,121,591	2,121,591
001-0213-338.20-00	OCC LICENSES- COUNTY SHARING	20,879	18,366	18,366
	ORANGE COUNTY SHARED REVENUES	20,879	18,366	18,366
001-0213-341.90-00	OTHER GEN GOV CHGS	221,241	220,000	220,000
001-0213-341.91-00	FILING FEES	177	-	-
001-0213-341.96-12	COMMUNITY REDEVELOPMENT	-	-	-
001-0213-341.96-41	UTILITIES	360,000	153,458	153,458
001-0213-341.96-42	STORMWATER	13,781	26,189	26,189
001-0213-341.96-43	SOLID WASTE	81,113	97,334	97,334
001-0213-341.96-45	TRAILER CITY	12,000	16,927	16,927
	CHARGES FOR SERVICES	688,312	513,908	513,908

**CITY OF WINTER GARDEN
FY 2003/2004 BUDGET
GENERAL FUND REVENUES
GENERAL GOVERNMENT DEPARTMENT**

	<u>2002 ACTUAL</u>	<u>2003 ORIGINAL BUDGET</u>	<u>2003 REVISED BUDGET</u>	<u>2004 PROPOSED BUDGET</u>
<u>ADMINISTRATION DIVISION</u>				
001-0213-361.10-00	346,342	262,588	262,588	241,606
001-0213-361.11-00	-	-	-	-
001-0213-361.13-00	2,675	3,027	3,027	-
001-0213-361.30-00	2,485	3,574	(26,426)	-
INVESTMENT EARNINGS	351,502	269,189	239,189	241,606
001-0213-362.11-00	8,400	8,400	8,400	10,000
001-0213-362.19-00	51,933	47,400	47,400	47,400
RENTAL INCOME	60,333	55,800	55,800	57,400
001-0213-364.00-00	-	-	110,000	-
001-0213-367.00-00	49,533	48,140	48,140	20,000
SALES OF FIXED ASSETS	49,533	48,140	158,140	20,000
001-0213-369.11-00	-	-	-	-
001-0213-369.69-00	-	-	-	-
001-0213-369.90-00	9,822	12,984	12,984	10,000
001-0213-369.91-00	174	78	78	-
OTHER REVENUE	9,996	13,062	13,062	10,000
001-0213-381.00-00	-	-	-	224,391
001-0213-381.12-00	-	43,768	1,072,091	51,603
001-0213-381.15-00	269,628	314,775	279,775	330,000
001-0213-382.00-00	75,698	61,688	61,688	60,000
001-0213-381-91-00	-	-	-	-
001-0213-381.99-99	-	-	-	-
001-0213-389-99-99	-	500,000	606,608	-
NON-OPERATING CF FUND BALANCE	-	500,000	606,608	-
NON-OPERATING REVENUES	345,326	920,231	2,020,162	665,994
TOTAL ADMINISTRATION DIVISION	8,934,449	9,921,575	11,391,506	11,035,691
<u>UTILITY BILLING DIVISION</u>				
001-0223-341.90-00	-	191,759	191,759	286,089
TOTAL UTILITY BILLING DIVISION	-	191,759	191,759	286,089
<u>INFORMATION SYSTEMS DIVISION</u>				
001-0225-341.90-00	-	45,267	45,267	52,604
TOTAL INFORMATION SYSTEMS DIVISION	-	45,267	45,267	52,604
TOTAL GENERAL GOVERNMENT DEPARTMENT	8,934,449	10,158,601	11,628,532	11,374,384

**CITY OF WINTER GARDEN
 FY 2003/2004 BUDGET
 GENERAL FUND REVENUES
 PLANNING, ZONING, AND DEVELOPMENT DEPARTMENT**

	<u>2002 ACTUAL</u>	<u>2003 ORIGINAL BUDGET</u>	<u>2003 REVISED BUDGET</u>	<u>2004 PROPOSED BUDGET</u>
<u>PLANNING DIVISION</u>				
001-0315-329.01-00 OTHER LICENSE FEES PERMIT	-	-	-	-
001-0315-329.02-00 PLAN REVIEW FEES	35,787	40,000	40,000	25,625
001-0315-329.05-00 PLAT REVIEW FEES	10,852	8,000	8,000	26,125
001-0315-369.90-00 OTHER	<u>13,248</u>	<u>15,000</u>	<u>15,000</u>	<u>28,750</u>
TOTAL PLANNING DIVISION	<u>59,887</u>	<u>63,000</u>	<u>63,000</u>	<u>80,500</u>
<u>BUILDING AND CODE ENFORCEMENT DIVISION</u>				
001-0324-322.02-00 BUILDING PERMITS	1,106,504	950,000	995,000	975,000
001-0324-322.02-01 REINSPECTION FEE	67,980	75,000	75,000	71,250
001-0324-322.02-02 INSPECTIONS DRIVEWAYS	23,520	18,000	18,000	19,000
001-0324-322.02-03 ADMINISTRATIVE SRV FEES	8,900	10,000	10,000	7,600
001-0324-322.02-04 PLAN REVIEW FEES	66,808	55,000	55,000	56,375
001-0324-354.20-00 CODE VIOLATIONS	63	12,000	2,000	1,400
001-0324-369.90-00 OTHER	205	-	-	500
001-0324-389.39-00 CASH OVER SHORT	<u>(26)</u>	<u>-</u>	<u>-</u>	<u>-</u>
TOTAL BUILDING AND CODE ENFORCEMENT DIVISION	<u>1,273,954</u>	<u>1,120,000</u>	<u>1,155,000</u>	<u>1,131,125</u>
TOTAL PLANNING, ZONING, AND DEVELOPMENT DEPARTMENT	<u>1,333,841</u>	<u>1,183,000</u>	<u>1,218,000</u>	<u>1,211,625</u>

**CITY OF WINTER GARDEN
 FY 2003/2004 BUDGET
 GENERAL FUND REVENUES
 POLICE DEPARTMENT**

	<u>2002 ACTUAL</u>	<u>2003 ORIGINAL BUDGET</u>	<u>2003 REVISED BUDGET</u>	<u>2004 PROPOSED BUDGET</u>	
001-0521-337.20-02	FEDERAL GRANTS	4,610	27,000	27,000	51,570
001-0521-338.01-00	TRAFFIC SURCHARGE	185,689	-	-	-
001-0521-338.30-00	911 PSAP REIMBURSEMENT	22,068	20,000	20,000	20,000
001-0521-342.10-01	SPECIAL DETAIL	2,977	2,000	2,000	2,000
001-0521-342.10-02	FALSE ALARMS	13,163	2,000	2,000	4,200
001-0521-521.10-03	LIASON OFFICER	24,000	24,000	24,000	24,000
001-0521-342.90-00	ACCIDENT REPORTS	907	150	150	600
001-0521-351.10-00	COURT FINES	162,616	150,000	150,000	156,000
001-0521-351.30-00	POLICE TRAINING & ED FEES	7,439	5,000	5,000	5,000
001-0521-354.20-00	CODE VIOLATIONS	2,802	1,300	1,300	1,500
001-0521-369.90-00	OTHER	3,613	4,000	4,000	4,000
001-0521-383.21-00	LIASON OFFICER	-	-	-	-
001-0521-389.99-99	CARRY FORWARD FUND BALANCE	-	13,000	13,000	10,000
TOTAL POLICE DEPARTMENT		429,884	248,450	248,450	278,870

**CITY OF WINTER GARDEN
 FY 2003/2004 BUDGET
 GENERAL FUND REVENUES
 FIRE DEPARTMENT**

	<u>2002 ACTUAL</u>	<u>2003 ORIGINAL BUDGET</u>	<u>2003 REVISED BUDGET</u>	<u>2004 PROPOSED BUDGET</u>
001-0622-331.50-00 ECONOMIC ENVIRONMENT	53,100	-	-	-
001-0622-335.20-00 PUBLIC SAFETY	127	-	-	-
001-0622-342.20-02 PLAN REVIEW	7,373	-	40,000	60,000
001-0622-342.20-04 BURN PERMIT	200	-	-	-
001-0622-343.21-02 FALSE ALARMS	850	-	-	-
001-0622-369.90-00 OTHER MISCELLANEOUS REVENUES	-	-	-	-
001-0622-389.99-99 CARRY FORWARD FUND BALANCE	-	-	-	-
TOTAL FIRE DEPARTMENT	<u>61,650</u>	<u>-</u>	<u>40,000</u>	<u>60,000</u>

**CITY OF WINTER GARDEN
FY 2003/2004 BUDGET
GENERAL FUND REVENUES
PUBLIC WORKS DEPARTMENT**

	<u>2002 ACTUAL</u>	<u>2003 ORIGINAL BUDGET</u>	<u>2003 REVISED BUDGET</u>	<u>2004 PROPOSED BUDGET</u>
<u>CEMETERY DIVISION</u>				
001-0739-343.80-01 SERVICE FEES	39,225	40,000	40,000	50,000
001-0739-343.80-02 CEMETERY FOUNDATION CHARGES	1,965	3,200	3,200	3,200
001-0739-343.80-04 OTHER	4,670	6,000	6,000	6,000
001-0739-343.80-05 CEMETERY LOTS	52,120	70,000	70,000	70,000
001-0739-343.80-06 MAUSOLEUM CRYPTS	6,900	2,000	2,000	3,000
TOTAL CEMETERY DIVISION	104,880	121,200	121,200	132,200
<u>STREETS DIVISION</u>				
001-0741-334.49-00 TRANSPORTATION	23,149	1,250,000	1,250,000	-
001-0741-335.49-00 OTHER TRANSPORTATION	6,786	-	-	-
001-0741-369.90-00 OTHER	4,517	-	-	-
TOTAL STREETS DIVISION	34,452	1,250,000	1,250,000	-
<u>BUILDING MAINTENANCE DIVISION</u>				
001-0746-341.90-00 OTHER GEN GOV CHGS	-	49,720	49,720	70,256
001-0746-341.90-00 OTHER	(89)	-	-	-
TOTAL BUILDING MAINTENANCE DIVISION	(89)	49,720	49,720	70,256
<u>FLEET MAINTENANCE DIVISION</u>				
001-0747-341.90-41 UTILITIES	50,715	59,830	59,830	40,927
001-0747-341.90-42 STREETS	15,120	3,860	3,860	7,889
001-0747-341.90-43 SOLID WASTE	52,500	32,810	32,810	64,509
001-0747-341.90-45 TRAILER CITY	840	1,930	1,930	773
TOTAL FLEET MAINTENANCE DIVISION	119,175	98,430	98,430	114,098
TOTAL PUBLIC WORKS DEPARTMENT	258,418	1,519,350	1,519,350	316,554

**CITY OF WINTER GARDEN
 FY 2003/2004 BUDGET
 GENERAL FUND REVENUES
 PARKS AND RECREATION DEPARTMENT**

	<u>2002 ACTUAL</u>	<u>2003 ORIGINAL BUDGET</u>	<u>2003 REVISED BUDGET</u>	<u>2004 PROPOSED BUDGET</u>
<u>RECREATION DIVISION</u>				
001-0872-331.91-00	-	-	-	-
001-0872-334.50-00	-	-	-	-
001-0872-334.70-01	3,750	-	-	-
001-0872-347.21-01	52,063	51,360	51,360	51,360
001-0872-347.21-02	845	1,000	1,000	1,000
001-0872-347.21-03	2,838	4,000	4,000	4,000
001-0872-347.21-05	5,252	5,500	5,500	5,500
001-0872-347.21-06	6,960	8,100	8,100	8,100
001-0872-347.21-07	11,026	15,000	15,000	15,000
001-0872-347.21-08	1,342	-	-	-
001-0872-362.12-00	70,259	72,000	72,000	72,000
001-0872-362.19-00	4,635	8,000	8,000	8,000
001-0872-366.01-00	33,030	3,200	3,200	3,200
001-0872-366.02-00	195	-	-	-
001-0872-366.04-00	-	-	-	-
001-0872-369.90-00	8,489	11,000	11,000	11,000
TOTAL RECREATION DIVISION	<u>200,684</u>	<u>179,160</u>	<u>179,160</u>	<u>179,160</u>
<u>SPECIAL EVENTS DIVISION</u>				
001-0874-366.00-00	-	-	39,000	-
001-0874-389.90-00	-	227,900	227,900	476,815
TOTAL SPECIAL EVENTS DIVISION	<u>-</u>	<u>227,900</u>	<u>266,900</u>	<u>476,815</u>
TOTAL RECREATION DEPARTMENT	<u>200,684</u>	<u>407,060</u>	<u>446,060</u>	<u>655,975</u>

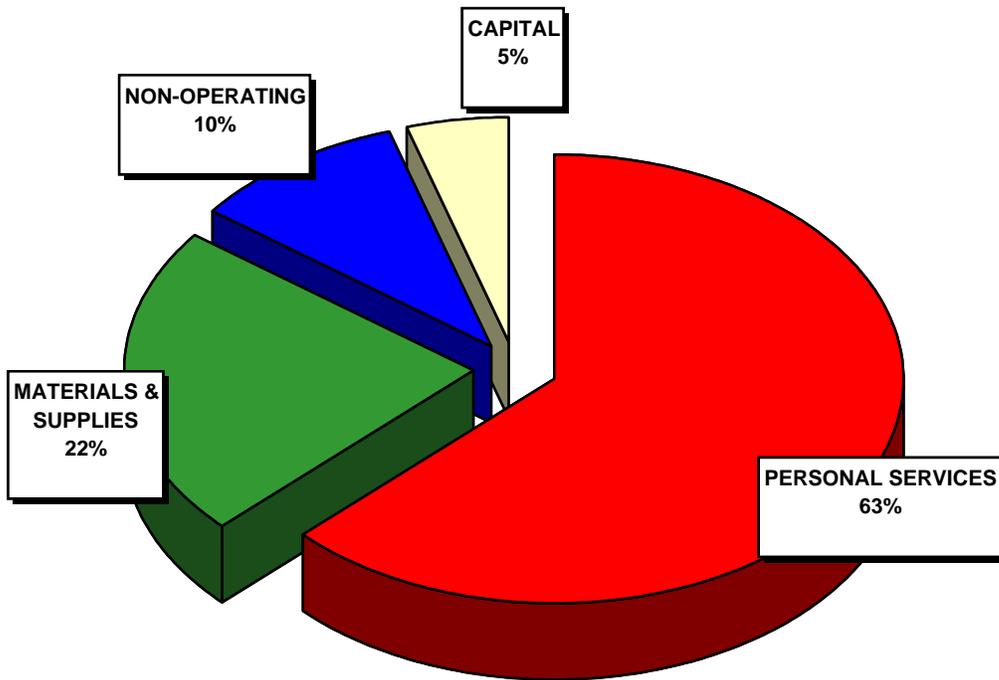
CITY OF WINTER GARDEN
FY 2003/2004 BUDGET
GENERAL FUND REVENUES
LEGAL DEPARTMENT

	<u>2002</u> <u>ACTUAL</u>	<u>2003</u> <u>ORIGINAL</u> <u>BUDGET</u>	<u>2003</u> <u>REVISED</u> <u>BUDGET</u>	<u>2004</u> <u>PROPOSED</u> <u>BUDGET</u>
001-0914-349.02-00 LEGAL FEES-REIMBURSEMENT	66,787	100,000	100,000	100,000
TOTAL LEGAL DEPARTMENT	66,787	100,000	100,000	100,000

**CITY OF WINTER GARDEN
 FY 2003/2004 BUDGET
 GENERAL FUND REVENUES
 ENGINEERING DEPARTMENT**

	<u>2002 ACTUAL</u>	<u>2003 ORIGINAL BUDGET</u>	<u>2003 REVISED BUDGET</u>	<u>2004 PROPOSED BUDGET</u>
001-1016-329.03-00 ENGINEER INSPECTION FEES	126,985	120,000	120,000	140,000
001-1016-329.04-00 ENGINEER REVIEW FEES	52,436	50,000	50,000	50,000
001-1016-329.06-00 OVERTIME REIMBURSEMENT	22,793	40,000	40,000	10,000
001-1016-341.94-10 UTILITIES	43,500	58,000	58,000	58,000
001-1016-369.00-00 OTHER REVENUE	-	-	-	-
TOTAL ENGINEERING DEPARTMENT	<u>245,714</u>	<u>268,000</u>	<u>268,000</u>	<u>258,000</u>
TOTAL GENERAL FUND REVENUES	<u>11,531,427</u>	<u>13,884,461</u>	<u>15,468,392</u>	<u>14,255,408</u>

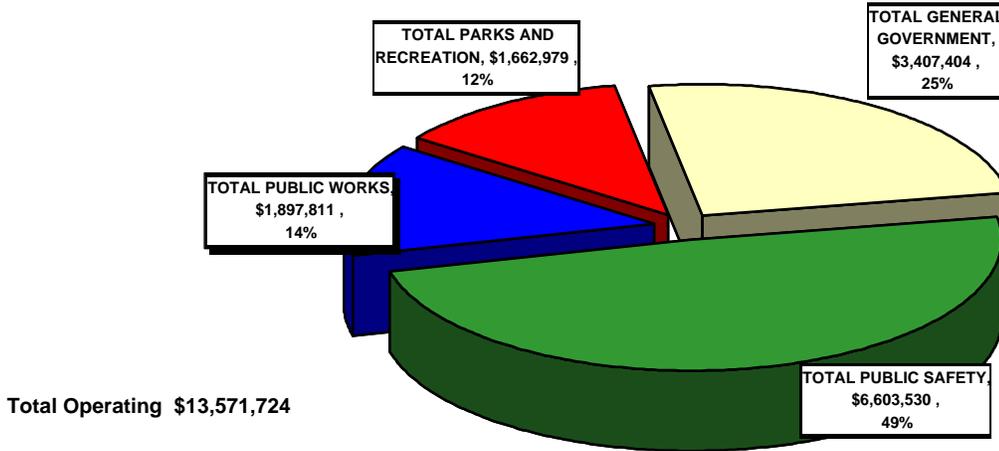
**CITY OF WINTER GARDEN
 FY 2003/2004 BUDGET
 GENERAL FUND
 USES BY CATEGORY**



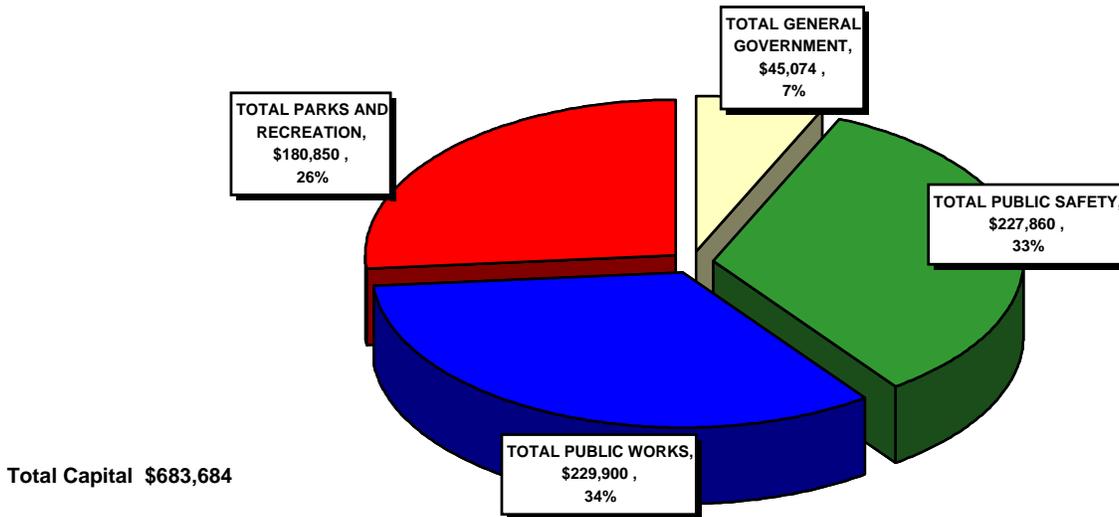
Personal Services	\$ 8,966,452
Materials & Supplies	3,204,813
Non-Operating	1,400,459
Capital	<u>683,684</u>
	<u>\$14,255,408</u>

CITY OF WINTER GARDEN
FY 2003/2004 BUDGET
GENERAL FUND

OPERATING USES BY DEPARTMENT



CAPITAL EXPENSES BY DEPARTMENT

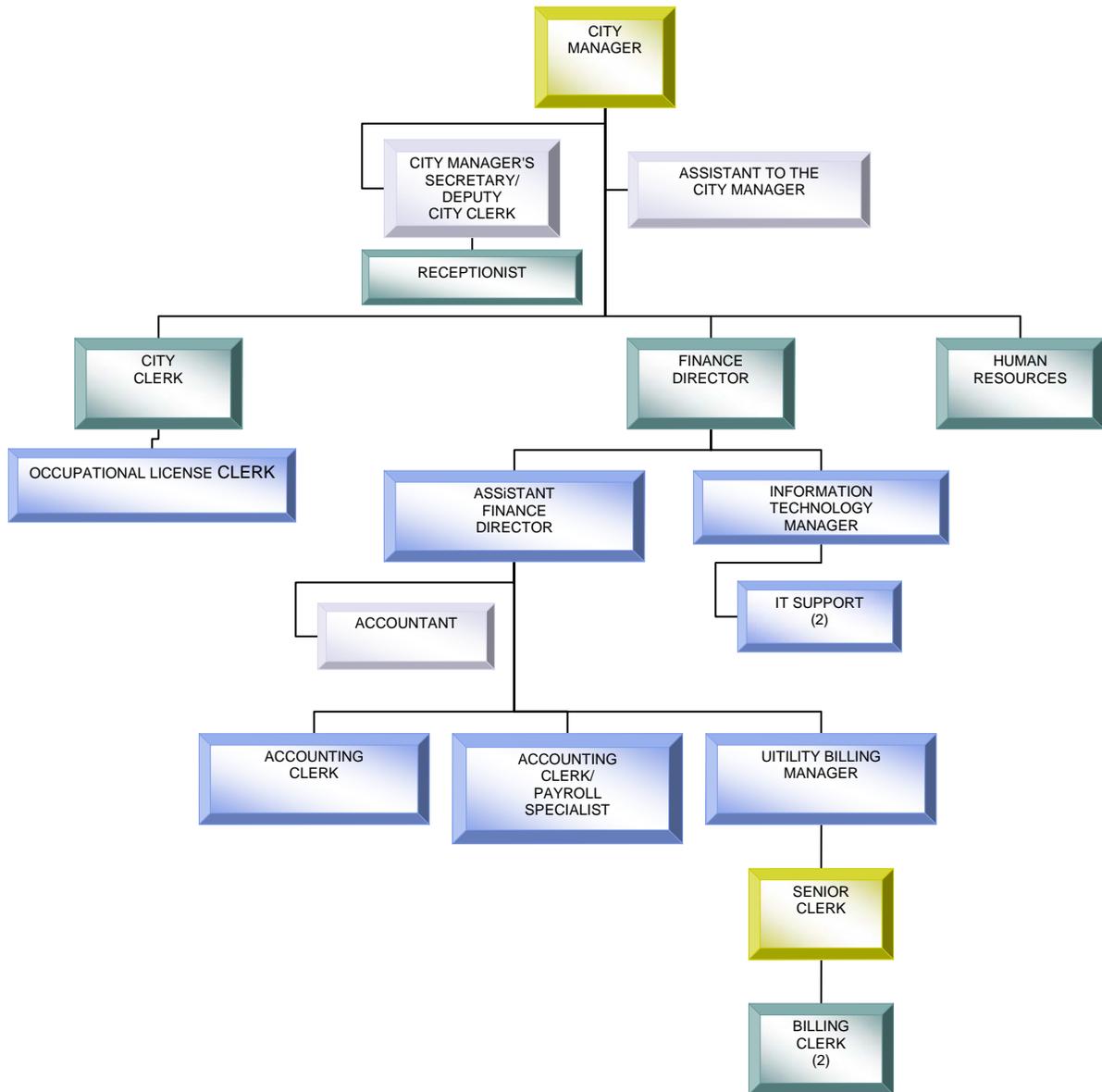


Operating Expenditures	\$ 13,571,724
Capital Expenditures	<u>683,684</u>
	<u>\$ 14,255,408</u>

**CITY OF WINTER GARDEN
FY 2003/2004 BUDGET
GENERAL FUND EXPENDITURES
LEGISLATIVE DEPARTMENT**

	<u>2002 ACTUAL</u>	<u>2003 ORIGINAL BUDGET</u>	<u>2003 REVISED BUDGET</u>	<u>2004 PROPOSED BUDGET</u>
001-0111-511.13-00 SALARIES PART TIME	20,940	20,400	20,400	20,400
001-0111-511.21-00 FICA TAXES	1,738	1,685	1,685	1,685
001-0111-511.24-00 WORKERS COMP INSURANCE	43	46	46	46
001-0111-511.28-00 EMPLOYEE ENTITLEMENT	1,773	1,709	1,709	1,709
TOTAL PERSONAL SERVICES	24,494	23,840	23,840	23,840
001-0111-511.31-06 MEDICAL	51	64	64	-
001-0111-511.34-01 CONTRACTUAL SERVICES MISC.	12,250	12,500	12,500	12,500
001-0111-511.34-03 CODE OF ORDINANCES	-	6,000	12,100	12,000
001-0111-511.40-00 TRAVEL EXPENSE	177	1,000	1,000	1,500
001-0111-511.41-05 POSTAGE	1,732	3,500	3,500	-
001-0111-511.45-00 GENERAL INSURANCE	-	806	806	586
001-0111-511.47-00 PRINTING & BINDING	-	-	-	-
001-0111-511.47-01 PRINTING & BINDING MISC.	8,129	15,000	15,000	1,000
001-0111-511.48-00 ADVERTISING AND RECORDING	1,627	1,000	1,000	1,000
001-0111-511.49-01 OT CHARGES & PAYMENTS MISC.	2,285	4,000	4,000	4,000
001-0111-511.49-12 DONATIONS	-	-	-	-
001-0111-511.51-00 OFFICE SUPPLIES	84	200	200	-
001-0111-511.52-01 OPERATING MISCELLANEOUS	5,054	-	-	-
001-0111-511.52-04 UNIFORMS & ACCESSORIES	450	800	800	800
001-0111-511.54-01 DUES & SUBSCRIPTIONS	3,646	8,000	8,000	8,000
001-0111-511.54-02 SEMINARS & COURSES	-	1,000	1,000	1,000
001-0111-511.58-00 OTHER EXPENSE	-	-	-	-
TOTAL MATERIAL SERVICES	35,485	53,870	59,970	42,386
001-0111-511.64-00 MACHINERY & EQUIPMENT	-	-	-	-
TOTAL CAPITAL OUTLAY	-	-	-	-
001-0111-564.83-00 OTHER GRANTS & AIDS	14,112	15,000	15,000	26,880
001-0111-590.82-00 AID TO PRIVATE ORGANIZATION	7,334	8,000	8,000	8,000
TOTAL NON-OPERATING	21,446	23,000	23,000	34,880
TOTAL LEGISLATIVE DEPARTMENT	81,425	100,710	106,810	101,106

ORGANIZATION CHART ADMINISTRATION DEPARTMENT



**ADMINISTRATION
GOALS AND OBJECTIVES**

FINANCE DEPARTMENT

MISSION STATEMENT: To provide efficient administrative services to the City, to ensure compliance with all laws and regulations, to facilitate City operations and to protect the City's assets.

STATUS REPORT - FY 2002/03 GOALS AND OBJECTIVES

GOAL 1: IMPROVE INFORMATION SYSTEMS AND SERVICES

- Objective 1: Upgrade phone system by pooling all phone lines in City Hall
- Objective 2: Connect Public Works Department and Fire Department to City Hall network via a split T1 line
- Objective 3: Install new server and backup system for Police Department
- Objective 4: Update Employee Handbook with new email, network, and software policies
- Objective 5: Send staff to Microsoft Windows 2000 Server classes

- Status 1: A Sprint PRI was pulled into the system eliminating busy signals*
- Status 2: Public Works, the Fire Department, and even our Palmetto Water Plant are now connected to City Hall*
- Status 3: Main Police server now running on fully redundant system with daily backups and weekly offsite storage*
- Status 4: Policies still being developed at this time*
- Status 5: Staff attended Microsoft classes and applied skills on our network in terms of security and performance*

GOAL 2: IMPLEMENT GASB 34

- Objective 1: Send staff to GASB 34 training
- Objective 2: Prepare implementation plan with the assistance of the auditor
- Objective 3: Work with auditors to implement plan

- Status 1: Staff was sent to training*
- Status 2: Plan has been prepared*
- Status 3: Plan is in the process of being implemented*

GOAL 3: PROMOTE PROFESSIONAL DEVELOPMENT WITHIN DEPARTMENT

- Objective 1: Require all utility billing personnel to attend customer service training
- Objective 2: Require all technical staff to attend at least two training seminars
- Objective 3: Send accounting staff to local GFOA conference and one staff member to the national conference

- Status 1: Utility personnel will attend classes next year*
- Status 2: Two employees attended two seminars; all employees will attend training seminars next year*
- Status 3: Staff attended the local conference but did not attend the national conference*

GOAL 4: ENHANCE CITY’S REPORTING CAPABILITIES

- Objective 1: Send staff member to Cognos training
- Objective 2: Create internal management reports using Cognos software
- Objective 3: Use Cognos to create monthly financial statements
- Objective 4: Continue to eliminate hard copy reports wherever possible

- Status 1: Postponed until next year*
- Status 2: Postponed until next year*
- Status 3: Postponed until next year*
- Status 4: Postponed until next year*

PERFORMANCE - FY 2003/04 GOALS AND OBJECTIVES

GOAL 1: IMPROVE INFORMATION SYSTEMS AND SERVICES

- Objective 1: Continue the interconnectivity rollout of all City Departments in order to improve communications and rein in phone line costs
- Objective 2: Rebuild and update website to be more of an information tool for City residents and add more interactive features for residents, business owners, and contractors
- Objective 3: Develop RFP for city-wide imaging solution to preserve important city records and make all records more easily accessible
- Objective 4: Integrate current phone network into our data network to leverage the cost of supporting one network as opposed to supporting separate networks
- Objective 5: Continue updating our Police Department with the latest technology including new laptops for cars and expanding the tools they need to do the job more efficiently

GOAL 2: ENHANCE CITY’S REPORTING CAPABILITIES

- Objective 1: Send staff member to Cognos training
- Objective 2: Create internal management reports using Cognos software
- Objective 3: Use Cognos to create monthly financial statements
- Objective 4: Continue to eliminate hard copy reports wherever possible

GOAL 3: IMPROVE THE BUDGETING PROCESS

- Objective 1: Improve capital budgeting process
- Objective 2: Create quarterly budgeting reports
- Objective 3: Introduce performance-based budgeting
- Objective 4: Submit budget for Government Finance Officers Association Award

GOAL 4: IMPROVE THE UTILITY BILLING SYSTEM

- Objective 1: Write and implement policy and procedure manual
- Objective 2: Adopt customer service-based philosophy
- Objective 3: Implement debit card and credit card payments
- Objective 4: Outsource bill mailing process
- Objective 5: Improve security system
- Objective 6: Increase software training for all employees

HUMAN RESOURCES DEPARTMENT

MISSION STATEMENT: Recruit and retain highly qualified and diverse organizational teams by providing exceptional benefits and a challenging work environment.

STATUS REPORT - FY 2002/03 GOALS AND OBJECTIVES

GOAL 1: IMPROVE EMPLOYEE KNOWLEDGE AND INDEPENDENCE REGARDING BENEFITS

- Objective 1: Provide a central resource via Benergy website for links to all benefit providers
- Objective 2: Provide employees with downloadable forms for all benefit providers on shared network

Status 1: Benergy was implemented providing employees with a single site for benefit information
Status 2: All forms have been completed and will be posted on shared network for open enrollment

GOAL 2: IMPLEMENT PAPERLESS ENROLLMENT OF ALL EMPLOYEE BENEFITS

- Objective 1: Create computer form for open enrollment of employee's selection of benefits
- Objective 2: Transfer employee's selection from form via electronic transfer of data to vendors

Status 1: The electronic version of the forms have been created and will be utilized for open enrollment
Status 2: Data interchange for benefit transfer information is compatible with all vendors except initial life insurance enrollment

GOAL 3: CONDUCT COMPREHENSIVE BENEFIT ANALYSIS AMONG CITIES THAT COMPETE FOR HUMAN CAPITAL

- Objective 1: Participate in joint city-town collaborative partnership committee
- Objective 2: Conduct benefits survey among collaborative partnership members as well as other local communities
- Objective 3: Compare returned surveys with City of Winter Garden benefits to determine areas of strengths and weaknesses
- Objective 4: Compute individual benefit statements for City of Winter Garden employees

- Status 1: Participated in joint city-town collaborative committee*
- Status 2: Conduct and participated in various benefit surveys*
- Status 3: Analyzed comparisons and research personal choice benefits for employees*
- Status 4: Individual benefit statements will be distributed for open enrollment*

PERFORMANCE - FY 2003/04 GOALS AND OBJECTIVES

GOAL 1: IMPLEMENT WELLNESS PROGRAM

- Objective 1: In partnership with Lassiter-Ware Insurance introduce wellness program during annual health fair
- Objective 2: Conduct health assessments of at least 50% of the city's employees
- Objective 3: Identify areas of health risks and provide education regarding those risks

GOAL 2: STREAMLINE ORIENTATION

- Objective 1: Utilize Benergy and paperless enrollment system to reduce time devoted to enrollment
- Objective 2: Provide Policy Manual to employees who acknowledge proficient use of computers on CD Rom

CITY CLERK

MISSION STATEMENT: Provide the public with the highest level of service with both professional commitment and dedication, while maintaining the integrity of the city government operations.

STATUS REPORT - FY 2002/03 GOALS AND OBJECTIVES

GOAL 1: INDEX AND IDENTIFY ALL REAL PROPERTY RELATED DOCUMENTS

- Objective 1: Create a master index and file identifying all real property owned by the City
- Objective 2: Verify the documents are current with Orange County Records

- Status 1: Assistant to the City Manager is working on this project as time permits*
- Status 2: This Objective will be accomplished after Objective 1 is completed*

PERFORMANCE – FY 2003/04 GOALS AND OBJECTIVES

GOAL 1: SCANNING OLDER PERMANENT DOCUMENTS

Objective 1: Preserve the City's permanent documents in digital format

**CITY OF WINTER GARDEN
FY 2003/2004 BUDGET
GENERAL FUND EXPENDITURES
GENERAL GOVERNMENT DEPARTMENT
ADMINISTRATION DIVISION**

	<u>2002</u> <u>ACTUAL</u>	<u>2003</u> <u>ORIGINAL</u> <u>BUDGET</u>	<u>2003</u> <u>REVISED</u> <u>BUDGET</u>	<u>2004</u> <u>PROPOSED</u> <u>BUDGET</u>
001-0213-513.12-00 SALARIES	448,962	422,624	422,624	465,323
001-0213-513.14-00 SALARIES OVERTIME 1.5	67	-	-	-
001-0213-513.21-00 FICA TAXES	33,835	32,476	32,476	35,724
001-0213-513.22-00 RETIREMENT CONTRIBUTION	24,754	37,741	37,741	53,522
001-0213-513.23-00 EMPLOYEE GROUP INSURANCE	40,733	41,250	41,250	54,196
001-0213-513.24-00 WORKERS COMP INSURANCE	938	1,303	1,303	958
001-0213-513.25-00 UNEMPLOYMENT COMPENSATION	1,523	425	425	461
001-0213-513.28-00 EMPLOYEE ENTITLEMENT	1,889	1,904	1,904	2,059
TOTAL PERSONAL SERVICES	552,701	537,723	537,723	612,243
001-0213-513.31-01 PROFESSIONAL SERVICES MISC.	10,840	6,172	6,172	14,700
001-0213-513.31-02 LEGAL	271	241	241	2,100
001-0213-513.31-03 INVESTMENT COUNSEL	8,965	9,600	9,600	10,200
001-0213-513.31-06 MEDICAL	515	4,238	4,238	4,300
001-0213-513.32-00 ACCOUNTING AND AUDIT	11,900	15,573	15,573	12,000
001-0213-513.34-01 CONTRACT SERVICES MISC.	8,785	10,450	10,450	15,015
001-0213-513.34-04 BANKING FEES	22,297	13,000	13,000	22,000
001-0213-513.34-05 COMPUTER TRAINING	-	2,000	2,000	-
001-0213-513.34-06 JANITORIAL	4,620	4,680	4,680	4,980
001-0213-513.34-08 PERSONNEL	10,206	-	-	-
001-0213-513.40-00 TRAVEL EXPENSE	5,645	6,000	6,000	6,000
001-0213-513.41-02 TELEPHONE	21,302	18,480	18,480	17,725
001-0213-513.41-03 RADIO	-	-	-	84
001-0213-513.41-04 INTERNET	826	-	-	780
001-0213-513.41-05 POSTAGE	8,027	9,100	9,100	7,000
001-0213-513.43-00 UTILITIES	9,521	10,291	10,291	9,500
001-0213-513.44-00 LEASE AGREEMENTS	21,412	22,520	22,520	11,500
001-0213-513.45-00 GENERAL INSURANCE	15,460	36,926	36,926	28,693
001-0213-513.46-01 REPAIRS & MAINTENANCE. MISC.	-	-	-	-
001-0213-513.46-02 EQUIPMENT	1,463	1,128	1,128	1,100
001-0213-513.46-03 VEHICLES	164	50	50	1,000
001-0213-513.46-05 COMPUTER SOFTWARE	20,053	17,745	17,745	21,670
001-0213-513.46-06 COMPUTER HARDWARE	7,513	2,447	2,447	-
001-0213-513.46- BUILDING	45	-	-	-
001-0213-513.47-01 PRINTING & BINDING MISC.	6,837	5,713	5,713	3,500
001-0213-513.47-02 RECORDS MANAGEMENT	-	-	-	-
001-0213-513.48-00 ADVERTISING	9,405	7,243	7,243	7,500
001-0213-513.49-00 OTHER CHARGES AND PAYMENTS	-	-	-	-

**CITY OF WINTER GARDEN
FY 2003/2004 BUDGET
GENERAL FUND EXPENDITURES
GENERAL GOVERNMENT DEPARTMENT
ADMINISTRATION DIVISION**

	<u>2002 ACTUAL</u>	<u>2003 ORIGINAL BUDGET</u>	<u>2003 REVISED BUDGET</u>	<u>2004 PROPOSED BUDGET</u>
001-0213-513.49-01	1,729	1,614	1,614	500
001-0213-513.49-03	2,482	17,500	17,500	10,000
001-0213-513.49-05	-	-	-	1,800
001-0213-513.49-10	-	-	-	-
001-0213-513.49-11	2,086	3,000	3,000	-
001-0213-513.51-00	20,844	12,250	12,250	10,000
001-0213-513.52-01	27,802	6,645	6,645	8,600
001-0213-513.52-03	1,101	500	500	525
001-0213-513.52-04	1,969	2,400	2,400	2,400
001-0213-513.54-01	4,042	5,400	5,400	8,000
001-0213-513.54-02	9,090	8,000	8,000	8,000
001-0213-513.54-03	2,192	10,300	10,300	3,565
TOTAL MATERIAL SERVICES	279,409	271,206	271,206	254,737
001-0213-513.61-00	161,465	-	723,400	-
001-0213-513.62-00	135,649	520,500	958,396	-
001-0213-513.63-00	-	50,000	50,000	-
001-0213-513.64-00	17,227	9,200	9,200	5,500
TOTAL CAPITAL OUTLAY	314,341	579,700	1,740,996	5,500
001-0213-513.72-00	227	-	-	-
001-0213-513.91-01	-	-	-	-
001-0213-564.83-00	-	-	-	300,000
001-0213-564.84-00	-	-	-	50,000
001-0213-581.90-00	146,609	174,052	174,052	191,446
001-0213-581.91-00	-	-	-	-
001-0213-581.91-01	-	307,468	307,468	678,061
001-0213-581.91-03	125,945	107,037	107,037	107,036
001-0213-590.90-00	-	-	-	-
TOTAL NON-OPERATING	272,781	588,557	588,557	1,326,543
TOTAL ADMINISTRATION DIVISION	1,419,232	1,977,186	3,138,482	2,199,023

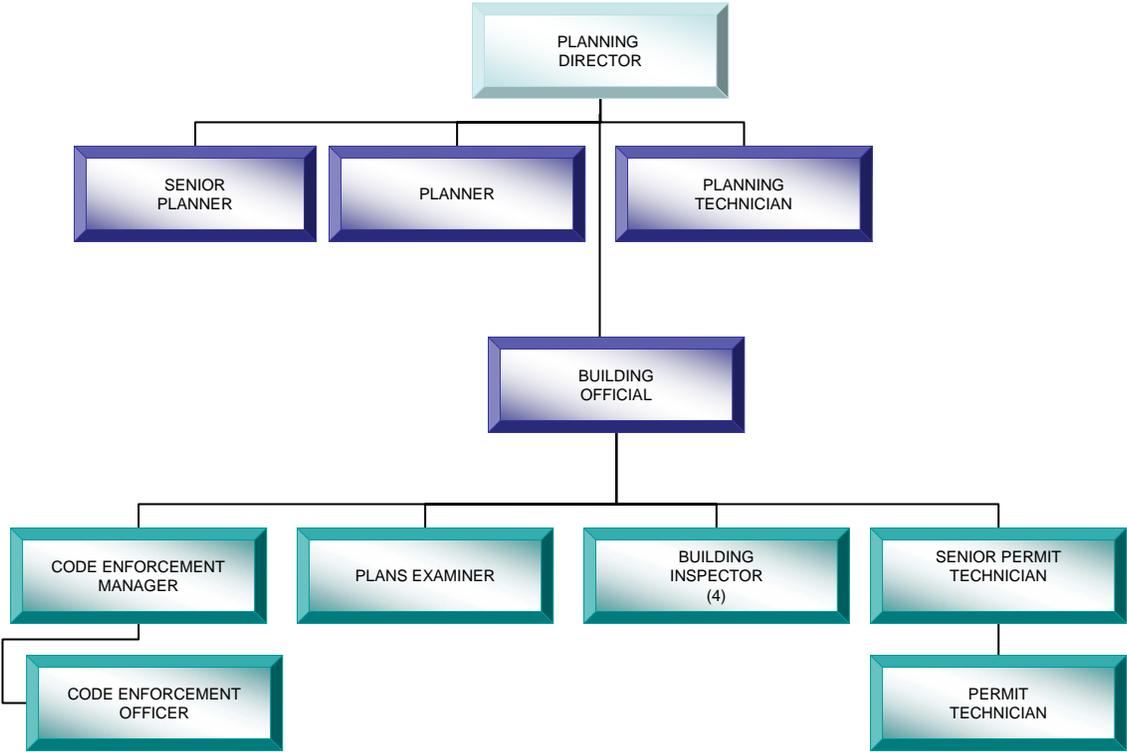
**CITY OF WINTER GARDEN
 FY 2003/2004 BUDGET
 GENERAL FUND EXPENDITURES
 GENERAL GOVERNMENT DEPARTMENT
 UTILITY BILLING DIVISION**

	<u>2002 ACTUAL</u>	<u>2003 ORIGINAL BUDGET</u>	<u>2003 REVISED BUDGET</u>	<u>2004 PROPOSED BUDGET</u>
001-0223-513.12-00 SALARIES	133,219	114,263	114,263	116,539
001-0223-513.14-00 OVERTIME	5,188	-	-	-
001-0223-513.21-00 FICA TAXES	10,389	8,798	8,798	8,972
001-0223-513.22-00 RETIREMENT CONTRIBUTION	9,095	10,224	10,224	18,930
001-0223-513.23-00 EMPLOYEE GROUP INSURANCE	14,076	15,506	15,506	17,221
001-0223-513.24-00 WORKERS COMP INSURANCE	278	362	362	296
001-0223-513.25-00 UNEMPLOYMENT COMPENSATION	-	115	115	117
001-0223-513.28-00 EMPLOYEE ENTITLEMENT	771	746	746	746
TOTAL PERSONAL SERVICES	173,016	150,014	150,014	162,821
001-0223-513.31-06 MEDICAL	155	200	200	200
001-0223-513.32-00 ACCOUNTING AND AUDIT	-	-	-	-
001-0223-513.34-01 CONTRACT SERVICES MISC.	44	200	200	200
001-0223-513.34-04 BANKING FEES	-	-	-	-
001-0223-513.34-05 COMPUTER TRAINING	-	500	500	500
001-0223-513.34-08 PERSONNEL	-	500	500	1,500
001-0223-513.40-00 TRAVEL EXPENSE	-	100	100	100
001-0223-513.41-02 TELEPHONE	731	600	600	2,250
001-0223-513.41-04 INTERNET	-	-	-	-
001-0223-513.41-05 POSTAGE	30,581	29,000	29,000	46,600
001-0223-513.44-00 LEASE AGREEMENTS	13,637	15,600	15,600	33,180
001-0223-513.45-00 GENERAL INSURANCE	-	27	27	160
001-0223-513.46-02 EQUIPMENT	759	2,000	2,000	2,000
001-0223-513.46-05 COMPUTER SOFTWARE	7,886	5,500	5,500	7,858
001-0223-513.46-06 COMPUTER HARDWARE	194	2,500	2,500	1,800
001-0223-513.47-01 PRINTING & BINDING MISC.	-	4,500	4,500	7,500
001-0223-513.48-00 ADVERTISING	807	500	500	-
001-0223-513.49-01 OT CHARGES & PAYMENTS MISC.	6	3,100	3,100	500
001-0223-513.49-10 BAD DEBT EXPENSE	-	-	-	-
001-0223-513.51-00 OFFICE SUPPLIES	9,298	8,000	8,000	10,000
001-0223-513.52-01 OPERATING SUPPLIES MISC.	2,594	3,000	3,000	1,000
001-0223-513.52-04 UNIFORMS & ACCESSORIES	576	800	800	800
001-0223-513.54-01 DUES & SUBSCRIPTIONS	30	-	-	-
001-0223-513.54-02 SEMINARS & COURSES	-	300	300	700
TOTAL MATERIAL SERVICES	67,298	76,927	76,927	116,848
001-0223-513.64-00 MACHINERY & EQUIPMENT	14,564	18,436	18,436	3,500
TOTAL CAPITAL OUTLAY	14,564	18,436	18,436	3,500
TOTAL UTILITY BILLING DIVISION	254,878	245,377	245,377	283,169

**CITY OF WINTER GARDEN
FY 2003/2004 BUDGET
GENERAL FUND EXPENDITURES
GENERAL GOVERNMENT DEPARTMENT
INFORMATION SYSTEMS DIVISION**

	<u>2002</u> <u>ACTUAL</u>	<u>2003</u> <u>ORIGINAL</u> <u>BUDGET</u>	<u>2003</u> <u>REVISED</u> <u>BUDGET</u>	<u>2004</u> <u>PROPOSED</u> <u>BUDGET</u>
001-0225-513.12-00 SALARIES	-	162,833	162,833	166,700
001-0225-513.21-00 FICA TAXES	-	12,493	12,493	12,788
001-0225-513.22-00 RETIREMENT CONTRIBUTION	-	14,425	14,425	26,491
001-0225-513.23-00 EMPLOYEE GROUP INSURANCE	-	11,870	11,870	13,190
001-0225-513.24-00 WORKERS COMP INSURANCE	-	497	497	407
001-0225-513.25-00 UNEMPLOYMENT COMPENSATION	-	163	163	167
001-0225-513.28-00 EMPLOYEE ENTITLEMENT	-	468	468	468
TOTAL PERSONAL SERVICES	-	202,749	202,749	220,211
001-0225-513.31-06 MEDICAL	-	232	232	-
001-0225-513.32-00 ACCOUNTING AND AUDIT	-	-	-	-
001-0225-513.34-01 CONTRACT SERVICES MISC.	-	2,889	2,889	4,900
001-0225-513.34-04 BANKING FEES	-	-	-	-
001-0225-513.34-05 COMPUTER TRAINING	-	-	-	-
001-0225-513.34-06 JANITORIAL	-	-	-	3,000
001-0225-513.34-08 PERSONNEL	-	-	-	1,500
001-0225-513.40-00 TRAVEL EXPENSE	-	2,000	2,000	1,500
001-0225-513.41-02 TELEPHONE	-	4,620	4,620	4,500
001-0225-513.41-04 INTERNET	-	11,139	11,139	15,000
001-0225-513.41-05 POSTAGE	-	500	500	500
001-0225-513.44-00 LEASE AGREEMENTS	-	3,400	3,400	34,500
001-0225-513.45-00 GENERAL INSURANCE	-	-	-	603
001-0225-513.46-02 EQUIPMENT	-	282	282	16,000
001-0225-513.46-03 VEHICLES	-	49	49	500
001-0225-513.46-05 COMPUTER SOFTWARE	-	9,136	9,136	15,250
001-0225-513.46-06 COMPUTER HARDWARE	-	9,347	9,347	9,100
001-0225-513.47-01 PRINTING & BINDING MISC.	-	-	-	-
001-0225-513.48-00 ADVERTISING	-	311	311	-
001-0225-513.49-01 OT CHARGES & PAYMENTS MISC.	-	-	-	-
001-0225-513.49-10 BAD DEBT EXPENSE	-	-	-	-
001-0225-513.51-00 OFFICE SUPPLIES	-	4,400	4,400	3,000
001-0225-513.52-01 OPERATING SUPPLIES MISC.	-	13,823	13,823	14,400
001-0225-513.52-03 GASOLINE & OIL	-	500	500	500
001-0225-513.52-04 UNIFORMS & ACCESSORIES	-	600	600	600
001-0225-513.52-01 DUES & SUBSCRIPTIONS	-	800	800	600
001-0225-513.54-02 SEMINARS & COURSES	-	4,400	4,400	5,800
TOTAL MATERIAL SERVICES	-	68,428	68,428	131,753
001-0225-513.64-00 MACHINERY & EQUIPMENT	-	39,901	39,901	18,500
TOTAL CAPITAL OUTLAY	-	39,901	39,901	18,500
TOTAL INFORMATION SYSTEMS DIVISION	-	311,078	311,078	370,464
TOTAL GENERAL GOVERNMENT DEPARTMENT	1,674,110	2,533,641	3,694,937	2,852,656

**ORGANIZATION CHART
PLANNING, ZONING AND
DEVELOPMENT DEPARTMENT**



**PLANNING, BUILDING AND CODE ENFORCEMENT DEPARTMENT
GOALS AND OBJECTIVES**

MISSION STATEMENT: To ensure the health, safety and welfare of the citizens of Winter Garden by providing prompt and professional services for all aspects of land development, and the construction and inspection of buildings through the consistent implementation of the City's zoning laws, building codes and code enforcement procedures.

BUILDING DIVISION

STATUS REPORT – FY 2002/03 GOALS AND OBJECTIVES

GOAL 1: EFFICIENTLY ADMINISTER THE APPROVAL AND INSPECTION OF DEVELOPMENTS FROM INCEPTION TO FINAL CERTIFICATE OF OCCUPANCY

Objective 1: Issue 600 Certificates of Occupancy (COs) in the next fiscal year

Status 1: 660 COs issued as of September 2003

GOAL 2: DEVELOP A RECORDS MANAGEMENT SYSTEM

Objective 1: Develop an efficient records management system

Objective 2: Copy existing records to CD

Status 1: Ongoing

Status 2: Ongoing

GOAL 3: STREAMLINE AND ENHANCE THE EFFICIENCY OF THE INSPECTION PROCESS AND ELIMINATE PAPERWORK

Objective 1: Develop automated inspection system

Status 1: In the final steps of installing a laptop in each inspector's vehicle to provide "real time" inspection results

PERFORMANCE – FY 2003/04 GOALS AND OBJECTIVES

GOAL 1: EFFICIENTLY ADMINISTER THE APPROVAL AND INSPECTION OF DEVELOPMENTS FROM INCEPTION TO FINAL CERTIFICATE OF OCCUPANCY

Objective 1: Issue 600 Certificates of Occupancy in the next fiscal year.

GOAL 2: **STREAMLINE AND ENHANCE THE EFFICIENCY OF THE INSPECTION PROCESS AND ELIMINATE PAPERWORK**

Objective 1: Implement automated on-line inspection tracking system that allows contractors to request an inspection and view the status of an inspection

PLANNING DIVISION

STATUS REPORT – FY 2002/03 GOALS AND OBJECTIVES

GOAL 1: DEVELOP SR50 AS A MAIN GATEWAY BY DEVELOPING A STRATEGIC PLAN THAT IMPROVES, RENOVATES, AND PROVIDES AESTHETIC ENRICHMENT OF THE ROAD AND ADJACENT PROPERTIES

Objective 1: Complete the overlay district for SR50 to include design criteria for new development along SR50

Objective 2: Lobby the FDOT and MPO to provide funding for widening and/or improving SR50

Status 1: Accomplished

Status 2: Ongoing

GOAL 2: DEVELOP EASTERN PLANT STREET AS A MAIN GATEWAY BY DEVELOPING A STRATEGIC PLAN THAT IMPROVES, RENOVATES, AND PROVIDES AESTHETIC ENRICHMENT OF THE ROAD AND ADJACENT PROPERTIES

Objective 1: Investigate the establishment of an overlay district for Eastern Plant Street to include the establishment of design criteria for new development

Objective 2: Lobby the FDOT and MPO to provide funding for widening and/or improving Eastern Plant Street

Status 1: Ongoing

Status 2: Currently being considered by CMS funding by the MPO/FDOT

GOAL 3: MAINTAIN THE HISTORICAL NATURE OF OUR DOWNTOWN COMMERCIAL AND RESIDENTIAL NEIGHBORHOODS

Objective 1: Establish design criteria for both downtown commercial development as well as residential infill in downtown neighborhoods.

Status 1: Ongoing

GOAL 4: UPDATE LAND DEVELOPMENT REGULATIONS

- Objective 1: Develop criteria for development of non-conforming residential lots or establish a policy and/or process that clearly identifies what to do with a non-conforming lot
- Objective 2: Develop guidelines for residential downtown neighborhoods and other infill residential developments

Status 1: The City has adopted a non-conforming situation ordinance
Status 2: Still needs to be completed

GOAL 5: IMPROVE EFFICIENCY OF THE DEPARTMENT

- Objective 1: Develop project tracking system
- Objective 2: Develop GIS system that tracks SEPs, variances, and parcel specific ordinances

Status 1: Accomplished
Status 2: Ongoing

PERFORMANCE – FY 2003/04 GOALS AND OBJECTIVES

GOAL 1: DEVELOP SR50 AS A MAIN GATEWAY BY DEVELOPING A STRATEGIC PLAN THAT IMPROVES, RENOVATES, AND PROVIDES AESTHETIC ENRICHMENT OF THE ROAD AND ADJACENT PROPERTIES

- Objective 1: Implement the SR50 Overlay and make suggestions for improvements
- Objective 2: Investigate funding options for beautifying and widening SR50

GOAL 2: DEVELOP EASTERN PLAN STREET AS A MAIN GATEWAY BY DEVELOPING A STRATEGIC PLAN THAT IMPROVES, RENOVATES, AND PROVIDES AESTHETIC ENRICHMENT OF THE ROAD AND ADJACENT PROPERTIES

- Objective 1: Develop a strategic plan for the Downtown Industrial Area

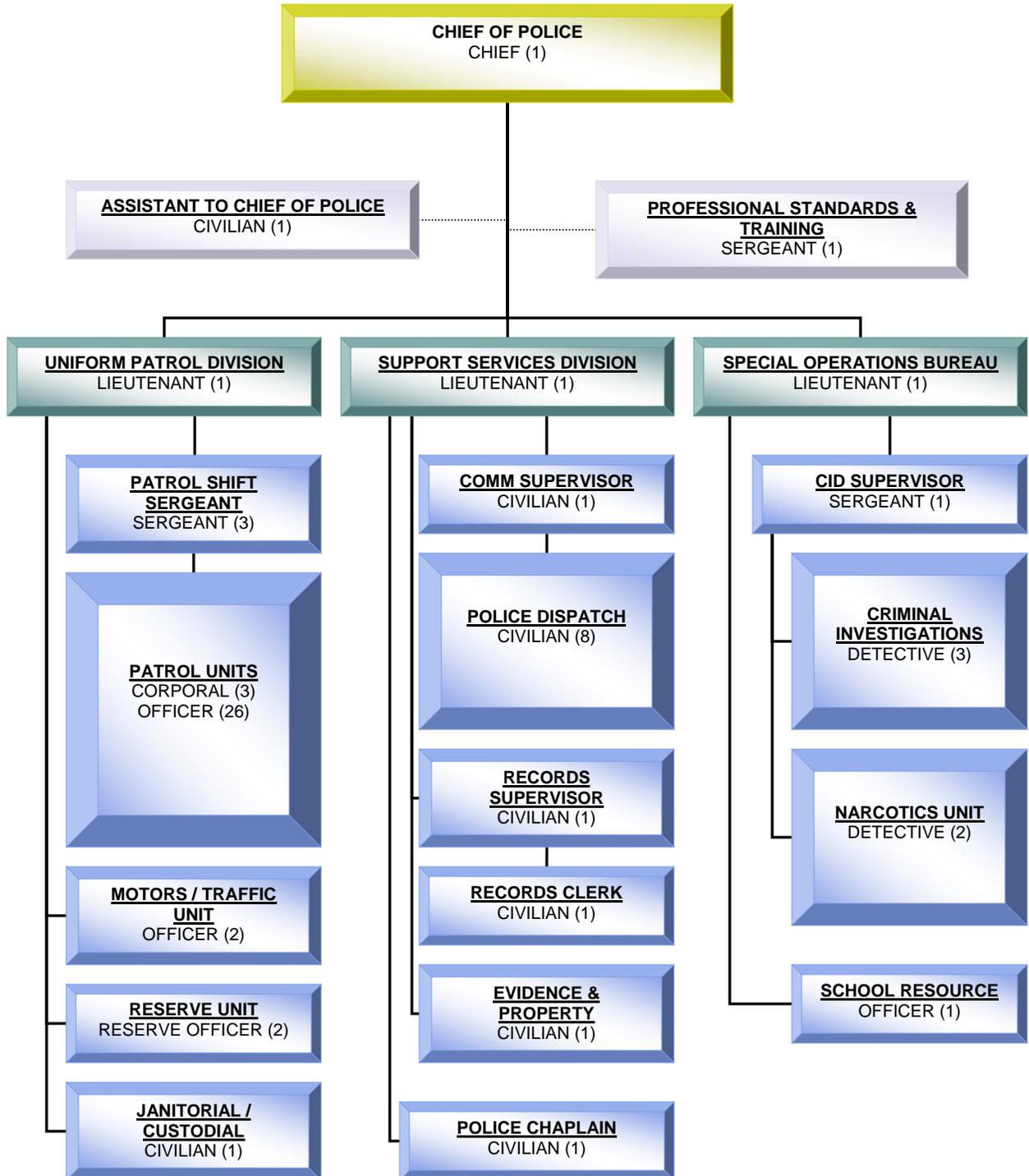
**CITY OF WINTER GARDEN
FY 2003/2004 BUDGET
GENERAL FUND EXPENDITURES
PLANNING, ZONING, AND DEVELOPMENT DEPARTMENT
PLANNING DIVISION**

	<u>2002 ACTUAL</u>	<u>2003 ORIGINAL BUDGET</u>	<u>2003 REVISED BUDGET</u>	<u>2004 PROPOSED BUDGET</u>
001-0315-515.12-00 SALARIES	127,688	157,400	157,400	162,711
001-0315-515.14-00 OVERTIME 1.5	612	1,693	1,693	1,759
001-0315-515.21-00 FICA TAXES	9,800	12,236	12,236	12,647
001-0315-515.22-00 RETIREMENT CONTRIBUTION	6,805	14,219	14,219	26,684
001-0315-515.23-00 EMPLOYEE GROUP INSURANCE	13,480	17,312	17,312	19,237
001-0315-515.24-00 WORKERS COMP INSURANCE	276	500	500	413
001-0315-515.25-00 UNEMPLOYMENT COMPENSATION	-	160	160	165
001-0315-515.28-00 EMPLOYEE ENTITLEMENT	617	778	778	778
TOTAL PERSONAL SERVICES	<u>159,278</u>	<u>204,298</u>	<u>204,298</u>	<u>224,394</u>
001-0315-515.31-01 PROFESSIONAL SERVICES. MISC.	10,357	27,000	27,000	10,000
001-0315-515.31-02 LEGAL	238	-	-	-
001-0315-515.31-06 MEDICAL	213	200	200	200
001-0315-515.34-01 CONTRACTUAL SERVICES MISC.	867	338	338	336
001-0315-515.34-06 JANITORIAL	3,360	3,900	3,900	4,000
001-0315-515.34-08 PERSONNEL	(1,093)	12,315	42,115	2,000
001-0315-515.40-00 TRAVEL EXPENSE	123	500	500	1,000
001-0315-515.41-02 TELEPHONE	4,200	5,610	3,210	5,610
001-0315-515.41-04 INTERNET	822	-	-	300
001-0315-515.41-05 POSTAGE	1,854	1,758	1,758	1,758
001-0315-515.43-00 UTILITY SERVICES	3,428	3,500	3,500	3,500
001-0315-515.44-00 RENTAL AND LEASES	248	4,200	4,200	4,200
001-0315-515.45-00 GENERAL INSURANCE	1,374	332	332	375
001-0315-515.46-01 REPAIRS AND MAINTENANCE. MISC.	-	300	300	300
001-0315-515.46-02 EQUIPMENT	500	500	500	500
001-0315-515.46-05 COMPUTER SOFTWARE	-	-	-	1,500
001-0315-515.46-06 COMPUTER HARDWARE	313	300	300	300
001-0315-515.46-10 BUILDING	450	6,735	6,735	1,000
001-0315-515.47-01 PRINTING & BINDING MISC.	1,485	1,862	1,337	1,337
001-0315-515.48-00 ADVERTISING AND RECORDING	5,339	5,853	5,853	4,500
001-0315-515.49-01 OT CHARGES & PAYMENTS MISC.	91	700	700	100
001-0315-515.51-00 OFFICE SUPPLIES	4,499	4,532	5,057	4,532
001-0315-515.52-01 OPERATING SUPPLIES MISC.	1,883	2,000	2,000	2,100
001-0315-515.52-04 UNIFORMS & ACCESSORIES	530	800	800	800
001-0315-515.54-01 DUES & SUBSCRIPTIONS	1,036	1,000	1,000	1,500
001-0315-515.54-02 SEMINARS & COURSES	1,230	1,700	4,100	4,100
001-0315-515.54-03 EDUC ASSIST PROG REIM	-	-	-	900
TOTAL MATERIAL SERVICES	<u>43,347</u>	<u>85,935</u>	<u>115,735</u>	<u>56,748</u>
001-0315-515.64-00 MACHINERY & EQUIPMENT	5,021	3,333	14,313	17,574
TOTAL CAPITAL OUTLAY	<u>5,021</u>	<u>3,333</u>	<u>14,313</u>	<u>17,574</u>
001-0315-552.82-00 AID TO PRIVATE ORGANIZATION	-	-	-	-
TOTAL NON-OPERATING	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
TOTAL PLANNING DIVISION	<u>207,646</u>	<u>293,566</u>	<u>334,346</u>	<u>298,716</u>

**CITY OF WINTER GARDEN
FY 2003/2004 BUDGET
GENERAL FUND EXPENDITURES
PLANNING, ZONING, AND DEVELOPMENT DEPARTMENT
BUILDING AND CODE ENFORCEMENT DIVISION**

	<u>2002 ACTUAL</u>	<u>2003 ORIGINAL BUDGET</u>	<u>2003 REVISED BUDGET</u>	<u>2004 PROPOSED BUDGET</u>
001-0324-524.12-00 SALARIES	301,316	384,810	384,810	363,894
001-0324-524.14-00 OVERTIME 1.5	50,939	10,133	10,133	10,755
001-0324-524.21-00 FICA TAXES	26,070	30,356	30,356	28,791
001-0324-524.22-00 RETIREMENT CONTRIBUTION	19,798	35,277	35,277	60,744
001-0324-524.23-00 EMPLOYEE GROUP INSURANCE	35,744	49,044	49,044	51,817
001-0324-524.24-00 WORKERS COMP INSURANCE	13,926	27,476	27,476	23,390
001-0324-524.25-00 UNEMPLOYMENT COMPENSATION	-	396	396	376
001-0324-524.28-00 EMPLOYEE ENTITLEMENT	1,388	1,870	1,870	1,713
TOTAL PERSONAL SERVICES	<u>449,181</u>	<u>539,362</u>	<u>539,362</u>	<u>541,480</u>
001-0324-524.31-01 PROF SVCS. MISC.	430	-	-	-
001-0324-524.31-04 ENGINEERING	-	-	-	2,000
001-0324-524.31-05 APPRAISAL	-	1,500	1,500	-
001-0324-524.31-06 MEDICAL	252	300	300	300
001-0324-524.34-01 CONTRACTUAL SVCS. MISC.	340	8,000	8,000	6,000
001-0324-524.34-02 LAWN MAINTENANCE	685	2,000	2,000	2,000
001-0324-524.34-05 COMPUTER TRAINING	-	1,800	1,800	1,000
001-0324-524.34-06 JANITORIAL	-	-	-	-
001-0324-524.34-08 PERSONNEL	41,255	26,000	26,000	26,000
001-0324-524.40-00 TRAVEL EXPENSE	2,947	4,000	4,000	4,000
001-0324-524.41-02 TELEPHONE	8,124	10,320	10,320	11,220
001-0324-524.41-03 RADIO	-	-	-	-
001-0324-524.41-05 POSTAGE	1,910	6,900	6,900	2,000
001-0324-524.44-00 LEASE AGREEMENTS	6,423	10,800	10,800	10,800
001-0324-524.45-00 GENERAL INSURANCE	2,873	2,295	2,295	2,295
001-0324-524.46-01 MISCELLANEOUS MAINTENANCE	-	-	-	-
001-0324-524.46-02 EQUIPMENT MAINTENANCE	451	600	600	600
001-0324-524.46-03 VEHICLES	1,427	1,850	1,850	2,000
001-0324-524.46-05 COMPUTER SOFTWARE	5,750	9,600	9,600	15,920
001-0324-524.46-06 COMPUTER HARDWARE	2,186	2,900	2,900	1,400
001-0324-524.47-01 PRINTING & BINDING MISC.	550	700	700	700
001-0324-524.48-00 ADVERTISING	1,281	1,707	1,707	1,000
001-0324-524.49-01 OT CHARGES & PYMTS MISC.	86	500	500	500
001-0324-524.51-00 SUPPLIES	7,492	6,000	6,000	6,000
001-0324-524.52-01 OPERATING SUPPLIES MISC.	5,025	2,500	2,500	2,500
001-0324-524.52-03 GASOLINE & OIL	3,176	3,500	3,500	4,500
001-0324-524.52-04 UNIFORMS & ACCESSORIES	1,380	2,200	2,200	2,200
001-0324-524.54-01 DUES & SUBSCRIPTIONS	665	800	800	800
001-0324-524.54-02 SEMINARS & COURSES	5,180	7,400	7,400	7,400
001-0324-524.54-03 OTHER EDUCATIONAL SERVICE	135	1,000	1,000	1,000
TOTAL MATERIAL SERVICES	<u>100,023</u>	<u>115,172</u>	<u>115,172</u>	<u>114,135</u>
001-0324-524.61-00 LAND	59,376	-	-	-
001-0324-524.64-00 MACHINERY & EQUIPMENT	2,898	20,600	69,310	42,560
TOTAL CAPITAL OUTLAY	<u>62,274</u>	<u>20,600</u>	<u>69,310</u>	<u>42,560</u>
TOTAL BUILDING AND CODE ENFORCEMENT DIVISION	<u>611,478</u>	<u>675,134</u>	<u>723,844</u>	<u>698,175</u>
TOTAL PLANNING, ZONING, AND DEVELOPMENT DEPARTMENT	<u>819,124</u>	<u>968,700</u>	<u>1,058,190</u>	<u>996,891</u>

ORGANIZATION CHART POLICE DEPARTMENT



POLICE DEPARTMENT GOALS AND OBJECTIVES

MISSION STATEMENT: To endeavor, at all times, through devotion to continuing improvement in the quality of law enforcement services, to actively and affirmatively provide, preserve and promote, for all persons within the City of Winter Garden, Florida, a community ambiance which engenders and instills feelings of safety, security and freedom from fear that criminal acts shall be committed against their person, loved ones, or property.

STATUS REPORT – FY 2002/03 GOALS AND OBJECTIVES

GOAL 1: PROMOTE CRIME PREVENTION AND PUBLIC SAFETY WITHIN THE CITY OF WINTER GARDEN THROUGH PROACTIVE EFFORTS

- Objective 1: Educate citizens by attending 24 homeowner association meetings and hold one crime prevention meeting with each apartment complex within the City
- Objective 2: Coordinate and attend 12 crime prevention seminars focused on financial institutions and commercial establishments
- Objective 3: Conduct 24 crime prevention programs
- Objective 4: Conduct 12 random undercover sting operations during the year

Status 1: Accomplished – 30 homeowner association meetings and major complexes addressed.

Status 2: Accomplished – 12 crime prevention seminars conducted

Status 3: Accomplished – 30 crime prevention programs conducted

Status 4: Accomplished – 30 undercover sting operations conducted

GOAL 2: PREPARE COMMUNICATIONS CENTER TO FACILITATE THE ADDITION OF FIRE/EMS DISPATCH

- Objective 1: Identify, develop, and implement new recruiting and processing techniques to attract and hire qualified Communication Center personnel
- Objective 2: Establish new Field Training Officer program for new hires
- Objective 3: Require 40 hours job-specific training for communication personnel
- Objective 4: Replace antiquated hardware and software in the Communications Center

Status 1: Accomplished - New procedures were implemented

Status 2: Accomplished - Communications Training Officer manual was completed

Status 3: Accomplished – an average of 45.5 hours for communications personnel

Status 4: Project ongoing - Some hardware and software purchased

GOAL 3: ESTABLISH POLICY AND PROCEDURE STANDARDS FOR THE RECORDS SECTION

- Objective 1: Establish protocol for timely submission of reports and tasking sheets for all suspects in order to facilitate the filing of charges
- Objective 2: Establish implementation parameters for crime trend analysis system
- Objective 3: Establish protocol for the destruction of records per the Florida Statutes
- Objective 4: Implement smooth transition from old to new writing software

Status 1: Accomplished - protocol established
Status 2: Objective not met
Status 3: Accomplished - records purging protocol established
Status 4: Objective ongoing

GOAL 4: ESTABLISH COMMUNITY-ORIENTED POLICE PHILOSOPHY THROUGHOUT THE POLICE FORCE

- Objective 1: Hold refresher training outlining the application of the COPS program for specific needs
- Objective 2: Enroll four officers in police bike school
- Objective 3: Re-establish COPS unit

Status 1: Objective not met
Status 2: Accomplished - 4 officers attended bike school
Status 3: Objective not met

GOAL 5: ENHANCE INFORMATION TECHNOLOGY THROUGHOUT THE DEPARTMENT

- Objective 1: Establish weekly meeting with the IT Department
- Objective 2: Develop disaster recovery system that is housed off-site
- Objective 3: Upgrade operating system to Windows 2000 Professional
- Objective 4: Implement Reverse 911 system and train employees in use of system

Status 1: Accomplished – meetings ongoing
Status 2: Accomplished – system housed off-site
Status 3: Accomplished – all stations have upgraded to Windows 2000 Professional
Status 4: Ongoing

GOAL 6: DEVELOP AND IMPLEMENT A TRAINING PROGRAM FOR ALL POLICE OFFICERS

- Objective 1: Require all officers to attend 16 hours of position-specific training
- Objective 2: Provide all officers with the opportunity to attend two firearms qualifications including shotgun training
- Objective 3: Provide high liability training to match stated policies and procedures

- Objective 4: Provide line and staff officers with “Weapons of Mass Destruction” training
- Objective 5: Train one officer to be an Incident Command Systems instructor
- Objective 6: Develop and implement a career track program

- Status 1: Accomplished - On average officers exceeded 16 hours of training*
- Status 2: Accomplished*
- Status 3: Objective not met*
- Status 4: Ongoing*
- Status 5: Accomplished – one instructor trained and all officers received ICS training*
- Status 6: Ongoing*

PERFORMANCE – FY 2003/04 GOALS AND OBJECTIVES

GOAL 1: COMPILE POLICY AND PROCEDURES FOR RECORDS MANAGEMENT MANUAL

- Objective 1: Contact three accredited agencies and CALEA to collect data
- Objective 2: Establish written protocol on the collection of funds
- Objective 3: Develop written guidelines for security
- Objective 4: Audit in-house network system to ensure accountability

GOAL 2: ENHANCE PROFESSIONAL STANDARDS THROUGH APPLIED TRAINING FOR ALL DEPARTMENT PERSONNEL

- Objective 1: Provide sworn Officers a minimum of 32 hours of training (increase of *16 hours over previous year*)
- Objective 2: Provide non-sworn personnel a minimum of 16 hours of training
- Objective 3: Provide at least two firearms qualifications for all officers, one to include shotgun proficiency
- Objective 4: Provide sworn officers a minimum of four job-related agency in-service training sessions
- Objective 5: Initiate a career track program for sworn police officers
- Objective 6: Host a specialized in-service training session to reinforce police ethics awareness

GOAL 3: ENHANCE MORALE, TRAINING OPPORTUNITIES, AND JOB SATISFACTION IN THE COMMUNICATIONS DIVISION

- Objective 1: Provide 8 hours job specific training
- Objective 2: Provide 8 hours of stress management training
- Objective 3: Establish monthly meetings with managerial personnel to discuss communication center issues

GOAL 4: ESTABLISH EVIDENCE / PROPERTY SECTION

- Objective 1: Provide one trained non-sworn custodian
- Objective 2: Decrease sworn officer work hours managing evidence
- Objective 3: Establish written protocol for the timely handling of evidence submission to State Attorney's Office and Crime Lab
- Objective 4: Re-assign management of Evidence from Sworn to Non-Sworn personnel

GOAL 5: PROMOTE CRIME PREVENTION AND PUBLIC SAFETY WITHIN THE CITY OF WINTER GARDEN THROUGH PRO-ACTIVE EFFORTS

- Objective 1: Attend 36 homeowner association meetings
- Objective 2: Attend 24 Crime Prevention training seminars targeting financial institutions and other commercial establishments
- Objective 3: Conduct 34 Crime Prevention programs in local schools
- Objective 4: Conduct 20 undercover operations focused on narcotics and vice crimes
- Objective 5: Conduct 5 undercover operations focused on sale of alcohol / tobacco products to minors

**CITY OF WINTER GARDEN
FY 2003/2004 BUDGET
GENERAL FUND EXPENDITURES
POLICE DEPARTMENT
NON-SWORN DIVISION**

	<u>2002</u> <u>ACTUAL</u>	<u>2003</u> <u>ORIGINAL</u> <u>BUDGET</u>	<u>2003</u> <u>REVISED</u> <u>BUDGET</u>	<u>2004</u> <u>PROPOSED</u> <u>BUDGET</u>
001-0520-521.12-00 POLICE DEPT	362,885	402,369	402,369	393,666
001-0520-521.14-00 SALARIES O/T 1.5	9,945	11,202	11,202	10,051
001-0520-521.21-00 FICA TAXES	27,220	31,817	31,817	31,051
001-0520-521.22-00 RETIREMENT CONTRIBUTION	20,214	29,003	29,003	63,000
001-0520-521.23-00 EMPLOYEE GROUP INSURANCE	59,851	75,090	75,090	65,000
001-0520-521.24-00 WORKERS COMP INSURANCE	1,836	3,188	3,188	2,558
001-0520-521.25-00 UNEMPLOYMENT COMPENSATION	267	416	416	406
001-0520-521.28-00 EMPLOYEE ENTITLEMENT	<u>2,005</u>	<u>2,334</u>	<u>2,334</u>	<u>2,177</u>
TOTAL PERSONAL SERVICES	484,223	555,419	555,419	567,909
001-0520-521.31-01 PROF SVCS MISC.	-	-	-	-
001-0520-521.31-06 MEDICAL	787	2,000	2,000	1,000
001-0520-521.34-01 CONTRACT SERVICES MISC.	174	500	500	500
001-0520-521.40-00 TRAVEL EXPENSE	1,158	500	500	1,500
001-0520-521.41-02 TELEPHONE	321	-	-	1,000
001-0520-521.47-01 MISCELLANEOUS	-	-	-	100
001-0521-521.48-00 PROMOTIONAL ACTIVITIES	-	-	-	250
001-0520-521.52-01 OPERATING SUPPLIES MISC.	-	2,600	2,600	3,600
001-0520-521.52-04 UNIFORMS & ACCESSORIES	1,596	1,200	1,200	1,200
001-0520-521.54-01 DUES & SUBSCRIPTIONS	140	800	800	200
001-0520-521.54-02 SEMINARS & COURSES	<u>439</u>	<u>1,000</u>	<u>1,000</u>	<u>1,500</u>
TOTAL MATERIAL SERVICES	4,615	8,600	8,600	10,850
TOTAL NON-SWORN DIVISION	<u>488,838</u>	<u>564,019</u>	<u>564,019</u>	<u>578,759</u>

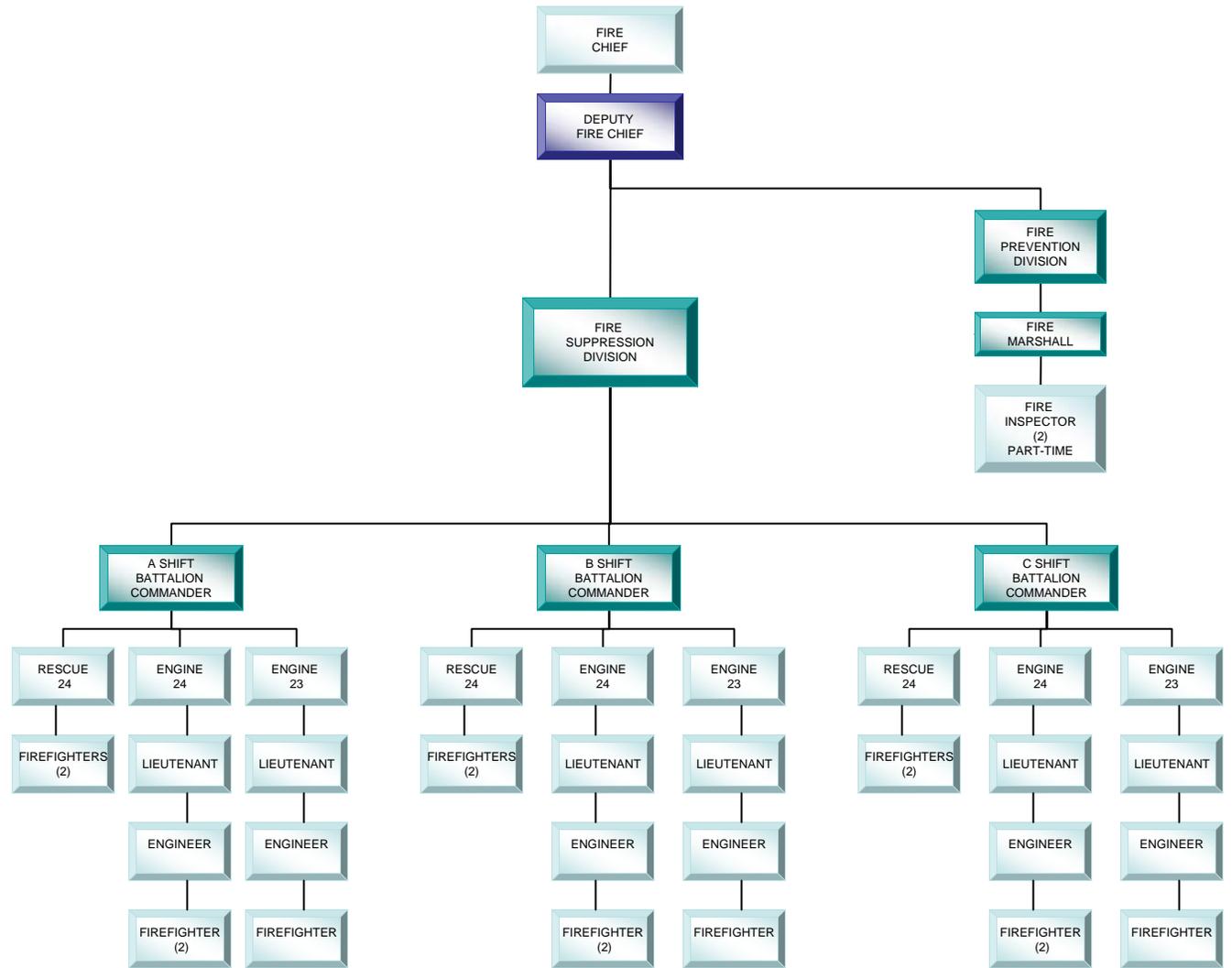
**CITY OF WINTER GARDEN
FY 2003/2004 BUDGET
GENERAL FUND EXPENDITURES
POLICE DEPARTMENT
SWORN DIVISION**

	<u>2002 ACTUAL</u>	<u>2003 ORIGINAL BUDGET</u>	<u>2003 REVISED BUDGET</u>	<u>2004 PROPOSED BUDGET</u>
001-0521-521.12-00 SALARIES	1,447,934	1,686,677	1,686,677	1,820,861
001-0521-521.13-00 SALARIES/PART TIME	1,410	-	-	-
001-0521-521.14-00 SALARIES O/T 1.5	36,823	50,000	50,000	55,000
001-0521-521.15-00 INCENTIVE	21,304	20,580	20,580	20,580
001-0521-521.16-00 SPECIAL DETAIL	1,858	-	-	4,000
001-0521-521.21-00 FICA TAXES	112,169	139,831	139,831	151,019
001-0521-521.22-00 RETIREMENT CONTRIBUTION	137,163	260,000	260,000	405,323
001-0521-521.23-00 EMPLOYEE GROUP INSURANCE	172,329	225,096	225,096	240,000
001-0521-521.24-00 WORKERS COMP INSURANCE	41,716	81,252	81,252	70,231
001-0521-521.25-00 UNEMPLOYMENT COMP	627	1,891	1,891	1,963
001-0521-521.28-00 EMPLOYEE ENTITLEMENT	5,706	6,687	6,687	7,323
TOTAL PERSONAL SERVICES	1,979,039	2,472,014	2,472,014	2,776,300
001-0521-521.31-01 PROFESSIONAL SVCS MISC.	572	700	700	2,000
001-0521-521.31-02 LEGAL	19,413	8,000	8,000	10,000
001-0521-521.31-06 MEDICAL	5,602	5,000	5,000	5,000
001-0521-521.34-01 CONTRACTUAL SERVICES MISC.	6,851	4,000	4,000	9,000
001-0521-521.40-00 TRAVEL EXPENSE	2,169	2,500	2,500	3,000
001-0521-521.41-02 TELEPHONE	28,288	28,000	28,000	28,000
001-0521-521.41-03 RADIO	7,760	-	-	2,400
001-0521-521.41-04 INTERNET	26,237	24,000	24,000	28,000
001-0521-521.41-05 POSTAGE	1,720	2,500	2,500	1,500
001-0521-521.43-00 UTILITY SERVICES	20,759	18,000	18,000	16,000
001-0521-521.44-00 RENTALS AND LEASES	12,672	12,360	12,360	23,000
001-0521-521.45-00 GENERAL INSURANCE	20,383	22,760	22,760	20,922
001-0521-521.46-02 EQUIPMENT	18,674	22,200	22,200	24,800
001-0521-521.46-03 VEHICLES	49,181	42,000	42,000	37,000
001-0521-521.46-05 COMPUTER SOFTWARE	12,700	22,100	22,100	25,000
001-0521-521.46-06 COMPUTER HARDWARE	5,916	6,000	2,965	2,000
001-0521-521.46-10 BUILDING	4,894	5,000	5,000	9,000
001-0521-521.47-01 PRINTING & BINDING MISC.	710	2,500	2,500	2,000
001-0521-521.47-02 RECORDS MANAGEMENT	-	500	500	-
001-0521-521.48-00 ADVERTISING	521	1,500	1,500	500
001-0521-521.49-01 OT CHARGES & PYMTS MISC.	897	2,000	2,000	-
001-0521-521.49-05 LICENSES & TAXES	630	500	500	500
001-0521-521.49-13 INVESTIGATIVE FUNDS	500	3,000	3,000	3,000
001-0521-521.51-00 OFFICE SUPPLIES	9,615	10,000	13,035	13,000
001-0521-521.52-01 OPERATING SUPPLIES MISC.	68,378	30,350	33,350	46,191
001-0521-521.52-03 GASOLINE & OIL	33,272	35,000	35,000	36,000

**CITY OF WINTER GARDEN
 FY 2003/2004 BUDGET
 GENERAL FUND EXPENDITURES
 POLICE DEPARTMENT
 SWORN DIVISION**

	<u>2002 ACTUAL</u>	<u>2003 ORIGINAL BUDGET</u>	<u>2003 REVISED BUDGET</u>	<u>2004 PROPOSED BUDGET</u>
001-0521-521.52-04 UNIFORMS & ACCESSORIES	38,949	33,800	33,800	32,800
001-0521-521.54-01 DUES & SUBSCRIPTIONS	2,587	2,500	2,500	2,500
001-0521-521.54-02 SEMINARS & COURSES	5,016	11,000	11,000	7,000
001-0521-521.54-03 OTHER EDUCATIONAL SERVICE	9,370	6,000	6,000	7,000
001-0521-521.54-04 2ND DOLLAR FUNDING	3,615	13,000	13,000	10,000
TOTAL MATERIAL SERVICES	<u>417,851</u>	<u>376,770</u>	<u>379,770</u>	<u>407,113</u>
001-0521-521.62-00 BUILDING	2,054	-	-	38,000
001-0521-521.63-00 IMPROVEMENTS OT BUILDING	-	2,952	2,952	-
001-0521-521.64-00 MACHINERY & EQUIPMENT	170,047	176,405	186,405	101,300
TOTAL CAPITAL OUTLAY	<u>172,101</u>	<u>179,357</u>	<u>189,357</u>	<u>139,300</u>
001-0521-521.72-00 INTEREST EXPENSE	-	-	-	-
001-0521-521.82-00 AID TO PRIVATE ORGANIZATION	3,000	3,000	3,000	3,000
001-0521-581.91-02 LOCAL LAW ENFORCEMENT BLOCK GRANT	3,405	3,000	3,000	1,804
001-0521-581.91-03 FISCAL YEAR 2000 LOAN	68,564	34,232	34,232	34,232
TOTAL NON-OPERATING	<u>74,969</u>	<u>40,232</u>	<u>40,232</u>	<u>39,036</u>
TOTAL SWORN DIVISION	<u>2,643,960</u>	<u>3,068,373</u>	<u>3,081,373</u>	<u>3,361,749</u>
TOTAL POLICE DEPARTMENT	<u>3,132,798</u>	<u>3,632,392</u>	<u>3,645,392</u>	<u>3,940,508</u>

ORGANIZATION CHART FIRE DEPARTMENT



FIRE DEPARTMENT GOALS & OBJECTIVES

MISSION STATEMENT: To protect life and property from fire and other emergencies within our community through public safety education, fire code management, and a timely response to incidents.

STATUS REPORT – FY 2002/03 GOALS AND OBJECTIVES

GOAL 1: DEVELOP FIRE AND EMS RESPONSE CRITERIA IN OUR CITY

Objective 1: Determine Orange County's response plan, including dispatching, and incorporate Ocoee, Orlando, and Apopka into our responses within the City. Add Station 23 to the response plan

Status 1: Automatic Aid and Mutual Aid agreements have been signed between Winter Garden and Orange County and Winter Garden and Apopka. Responses into Winter Garden also come from Ocoee and an official agreement with them is a goal for next year.

GOAL 2: PRODUCE NEW OPERATIONAL, ADMINISTRATIVE, PERSONNEL, AND FIRE PREVENTION GUIDELINES FOR DEPARTMENT PERSONNEL

Objective 1: Reformat and revise current policies and procedures with updated versions available to employees on the Fire Department server

Status 1: Server access to Standard Operating Guidelines (SOGs) has been established this year and we will continue to add new and updated SOGs next budget year

GOAL 3: ESTABLISH EQUIPMENT READINESS AND DEVELOP AN EQUIPMENT MAINTENANCE PLAN

Objective 1: Bring vehicle inventories back up to NFPA and ISO requirements; develop and implement an equipment maintenance program to increase reliability and service life

Status 1: All first-run and reserve equipment are in the best possible running condition and have been equipped, following NFPA and ISO standards, to reduce change-out times

GOAL 4: INCREASE TRAINING OPPORTUNITIES FOR EMPLOYEES

Objective 1: Continue to provide quality in-house training and ensure availability of outside training opportunities for all personnel

Status 1: Training quality and quantity continues to improve at all levels

GOAL 5: IMPLEMENT NEW ORGANIZATIONAL CHART

Objective 1: Fill promotional positions to maintain a high level of supervision within the department.

Status 1: Lieutenant positions have been filled at Station 23 and a second Engineers test will be scheduled at the end of this calendar year

PERFORMANCE – FY 2003/04 GOALS AND OBJECTIVES

GOAL 1: FORMALIZE A RESPONSE AGREEMENT WITH THE CITY OF OCOEE

Objective 1: Draft and execute a Mutual Aid and possibly an Automatic Aid agreement with the City of Ocoee

GOAL 2: PRODUCE NEW OPERATIONAL, ADMINISTRATIVE, PERSONNEL, AND FIRE PREVENTION GUIDELINES FOR DEPARTMENT PERSONNEL

Objective 1: Revise current policies and procedures

Objective 2: Place updated versions on department server

GOAL 3: INCREASE TRAINING OPPORTUNITIES FOR EMPLOYEES

Objective 1: Continue to provide quality in-house training and make outside training opportunities available to all personnel

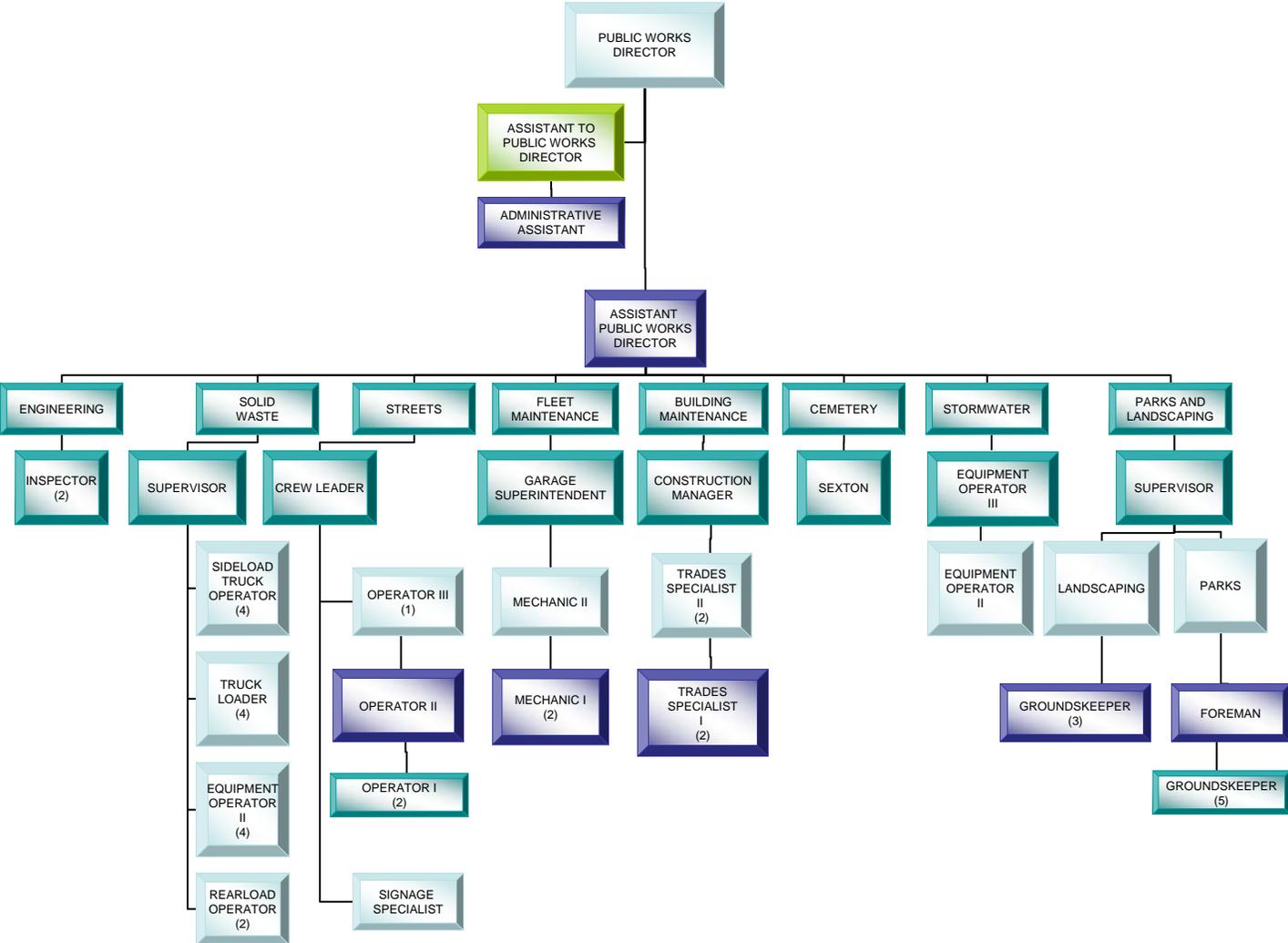
GOAL 4: CREATE AN UPDATED PRE-FIRE PLAN PROCESS

Objective 1: Create a field use database of target and special fire hazards for large and then smaller businesses within the city; share the database information with operations and fire prevention to maximize data input and improve the ISO rating

**CITY OF WINTER GARDEN
FY 2003/2004 BUDGET
GENERAL FUND EXPENDITURES
FIRE DEPARTMENT**

	<u>2002 ACTUAL</u>	<u>2003 ORIGINAL BUDGET</u>	<u>2003 REVISED BUDGET</u>	<u>2004 PROPOSED BUDGET</u>
001-0622-522.12-00 SALARIES/REGULAR	823,319	1,023,692	1,023,692	1,050,000
001-0622-522.13-00 SALARIES/PART TIME	6,760	10,000	10,000	-
001-0622-522.14-00 SALARIES OVERTIME 1.5	71,873	84,068	84,068	93,284
001-0622-522.15-00 SALARIES INCENTIVE	3,320	1,000	1,000	-
001-0622-522.21-00 FICA TAXES	65,083	85,128	85,128	90,021
001-0622-522.22-00 RETIREMENT CONTRIBUTION	81,047	152,715	152,715	241,929
001-0622-522.23-00 EMPLOYEE GROUP INSURANCE	114,760	163,610	163,610	199,091
001-0622-522.24-00 WORKERS COMP INSURANCE	25,325	55,754	55,754	47,314
001-0622-522.25-00 UNEMPLOYMENT COMPENSATION	-	1,113	1,113	-
001-0622-522.28-00 EMPLOYEE ENTITLEMENT	3,238	5,025	5,025	5,195
TOTAL PERSONAL SERVICES	<u>1,194,725</u>	<u>1,582,105</u>	<u>1,582,105</u>	<u>1,726,834</u>
001-0622-522.31-00 MISCELLANEOUS	300	-	-	2,500
001-0622-522.31-06 MEDICAL	10,623	20,700	20,700	20,700
001-0622-522.34-01 CONTRACTUAL SERVICES MISC.	640	1,500	1,500	161,500
001-0622-522.34-02 LAWN MAINTENANCE	-	900	900	-
001-0622-522.40-00 TRAVEL EXPENSE	945	2,050	2,050	2,450
001-0622-522.41-02 TELEPHONE	10,203	12,000	12,000	9,000
001-0622-522.41-04 INTERNET	1,707	1,800	1,800	3,500
001-0622-522.41-05 POSTAGE	343	300	300	500
001-0622-522.43-00 UTILITY SERVICES	10,528	16,000	16,000	16,000
001-0622-522.44-00 RENTALS AND LEASES	40,437	59,929	59,929	45,460
001-0622-522.45-00 GENERAL INSURANCE	9,227	17,408	17,408	16,263
001-0622-522.46-02 EQUIPMENT	10,117	12,500	12,500	8,000
001-0622-522.46-03 VEHICLES	23,331	20,000	20,000	25,000
001-0622-522.46-05 COMPUTER SOFTWARE	938	2,500	2,500	2,000
001-0622-522.46-06 COMPUTER HARDWARE	403	1,300	1,300	2,300
001-0622-522.46-10 BUILDING	3,560	18,500	18,500	6,500
001-0622-522.47-01 PRINTING & BINDING MISC.	1,028	1,000	1,000	1,200
001-0622-522.48-00 ADVERTISING	646	750	750	1,500
001-0622-522.49-01 OT CHARGES & PYMTS MISC.	24	750	750	750
001-0622-522.49-05 LICENSES/TAXES/CERTIFICTNS	104	-	-	-
001-0622-522.51-00 OFFICE SUPPLIES	3,057	2,500	2,500	2,500
001-0622-522.52-01 OPERATING SUPPLIES MISC.	56,871	31,700	31,700	39,700
001-0622-522.52-03 GASOLINE & OIL	9,133	11,500	11,500	15,000
001-0622-522.52-04 UNIFORMS & ACCESSORIES	20,999	12,700	12,700	21,200
001-0622-522.54-01 DUES & SUBSCRIPTIONS	3,354	5,900	5,900	4,000
001-0622-522.54-02 SEMINARS & COURSES	7,904	12,660	12,660	12,350
001-0622-522.54-03 EDUC ASSIST PROG REIMBURS	496	-	-	-
TOTAL MATERIAL SERVICES	<u>226,918</u>	<u>266,847</u>	<u>266,847</u>	<u>419,873</u>
001-0622-522.62-00 BUILDING	17,775	2,000	2,000	-
001-0622-522.63-00 IMPROVEMENTS OTHER THAN BLDG.	8,488	1,200	1,200	-
001-0622-522.64-00 MACHINERY & EQUIPMENT	110,132	73,800	73,800	46,000
TOTAL CAPITAL OUTLAY	<u>136,395</u>	<u>77,000</u>	<u>77,000</u>	<u>46,000</u>
TOTAL FIRE DEPARTMENT	<u>1,558,038</u>	<u>1,925,952</u>	<u>1,925,952</u>	<u>2,192,707</u>

ORGANIZATION CHART PUBLIC WORKS DEPARTMENT



PUBLIC WORKS DEPARTMENT GOALS AND OBJECTIVES

MISSION STATEMENT:

To provide our community with the highest public service that continually enhances the quality of life for our citizens. This commitment will be accomplished through proper utilization of all our resources.

We recognize that our employees are our most valued resource and are to be treated with respect and dignity. They will be properly trained to respond safely, with excellence, to any work task assigned and to any emergency that may develop. They will also be properly trained and oriented concerning their individual responsibilities as public servants.

We also recognize that our mission is to work in concert with all other City departments so that the overall mission of the City will be accomplished.

Public Works will strive to provide:

- An acceptable quality of life for the community
- Adequate and functional drainage
- Safe roads
- Maintenance and beautification of parks and parkways
- Safe sanitation services in a cost-effective manner
- An effective emergency management plan

The Public Works Department will provide superior service to the community that is responsive and cost-effective. This service shall be provided by dedicated, trained, and responsible employees who are committed to excellence.

CEMETARY DIVISION

STATUS REPORT – FY 2002/03 GOALS AND OBJECTIVES

GOAL 1: PROVIDE CITIZENS WITH AN ATTRACTIVE AND WELL MAINTAINED CEMETARY

- Objective 1: Distribute rules and regulations handouts to family members
- Objective 2: Monitor mowing maintenance contractor for contract compliance
- Objective 3: Purchase and install niches this year

- Status 1: Built and placed distribution boxes around the grounds*
- Status 2: Ongoing*
- Status 3: Ongoing – ground has been prepared for installation*

PERFORMANCE - FY 2003/04 GOALS AND OBJECTIVES

GOAL 1: PROVIDE THE CITIZENS WITH AN ATTRACTIVE LANDSCAPED FACILITY

- Objective 1: Monitor contractor and trim bushes and trees when needed
- Objective 2: Renovate the pump houses and sprinkler system
- Objective 3: Landscape the area where the niches are to be installed

STREETS DIVISION

STATUS REPORT – FY 2002/03 GOALS AND OBJECTIVES

GOAL 1: MAINTAIN CITY STREETS, PARKWAYS, INTERSECTIONS, AND SIDEWALKS

- Objective 1: Continue the sidewalk trip hazard program and the regular repair and replacement program.
- Objective 2: Continue curb and paving program
- Objective 3: Install sidewalks and handicap ramps in the older sections of town

- Status 1: Ongoing*
- Status 2: Installed curbing and paved portions of West Bay Street, West Story Road, and Crest Avenue*
- Status 3: Installed ramps on Newell Street, Tilden Avenue sidewalk, and on CR 545 and Plant Street*

GOAL 2: WORK ON COMPLETION OF CAPITAL PROJECTS

- Objective 1: Continue the building and development coordination group meetings
- Objective 2: Work with all departments to resolve continuing problems with contractors

Status 1: Accomplished
Status 2: Ongoing

PERFORMANCE – FY 2003/04 GOALS AND OBJECTIVES

GOAL 1: COMPLETE TRACKING SYSTEM TO BE USED FOR ALL PROJECTS

- Objective 1: Input data
- Objective 2: Train staff on the uses of the tracking system

GOAL 2: COMPLETE CAPITAL PROJECTS ON TIME AND WITHIN BUDGET

- Objective 1: Work with contractors to coordinate all projects
- Objective 2: Keep a file with all documentation for each project
- Objective 3: Hold regular meetings and generate weekly updates

GOAL 3: IMPROVE MAINTENANCE OF STREETS, PARKWAYS, AND SIDEWALKS

- Objective 1: Train personnel to identify and report hazards
- Objective 2: Hold training classes in all areas of maintenance
- Objective 3: Continue sidewalk program replacement and repair

BUILDING MAINTENANCE

STATUS REPORT – FY 2002/03 GOALS AND OBJECTIVES

GOAL 1: BUILD NEW FACILITIES AND REMODEL OLDER FACILITIES FOR CITY DEPARTMENTS AS NEEDED

- Objective 1: Finish remodeling police station
- Objective 2: Demolish the ground water storage tank at the Boyd Street well
- Objective 3: Purchase software to track building maintenance and schedule monthly services
- Objective 4: Design and build an addition to the garage for Public Works

- Status 1: Accomplished*
- Status 2: Accomplished*
- Status 3: Ongoing*
- Status 4: Ongoing – exterior completed, interior in process*

PERFORMANCE – FY 2003/04 GOALS AND OBJECTIVES

GOAL 1: BUILD AND REMODEL ALL BUDGETED BUILDINGS

- Objective 1: Finish addition to garage at public works
- Objective 2: Install gravity sewer to Public Works facility
- Objective 3: Repair Railroad Museum sidewalk, parking lot, and roof
- Objective 4: Install pole barn for Solid Waste Department
- Objective 5: Design Public Works office complex

FLEET MAINTENANCE DIVISION

STATUS REPORT – FY 2002/03 GOALS AND OBJECTIVES

GOAL 1: TO PROVIDE CITY DEPARTMENTS WITH EQUIPMENT AND VEHICLES IN EXCELLENT CONDITION

- Objective 1: Reduce downtime of vehicles and equipment
- Objective 2: Update and purchase new equipment as technology changes
- Objective 3: Purchase a vehicle maintenance tracking system
- Objective 4: Establish a continuing education program

- Status 1: Ongoing*
- Status 2: Ongoing*
- Status 3: Postponed until next year*
- Status 4: Conduct training classes with new technology*

PERFORMANCE – FY 2003/04 GOALS AND OBJECTIVES

GOAL 1: KEEP THE CITY’S FLEET OF VEHICLES AND EQUIPMENT IN SAFE AND PROPER OPERATING CONDITION

- Objective 1: Train employees with current technical equipment
- Objective 2: Input data in the tracking system to speed up billing process
- Objective 3: Attend training classes on specialized equipment
- Objective 4: Evaluate the City’s entire fleet for replacement and repairs

PARKS AND LANDSCAPING DIVISION

STATUS REPORT – FY 2002/03 GOALS AND OBJECTIVES

GOAL 1: UPGRADE AND EXPAND LANDSCAPE PROJECTS

- Objective 1: Assist with water conservation project at Palmetto Water Plant
- Objective 2: Expand tree replacement program
- Objective 3: Landscape Public Works Facility
- Objective 4: Landscape entrance to Fullers Water Plant
- Objective 5: Create a maintenance program for the newly renovated downtown center
- Objective 6: Assist with Centennial Ceremonies
- Objective 7: Continue to upgrade irrigation systems
- Objective 8: Beautify rights of way with minimum maintenance in mind

- Status 1: Project completed*
- Status 2: Project started and ongoing*
- Status 3: Project completed*
- Status 4: Project completed*
- Status 5: Program established*
- Status 6: Ongoing*
- Status 7: All systems have automatic timers*
- Status 8: Ongoing*

GOAL 2: JOB TRAINING FOR EMPLOYEES

- Objective 1: Obtain certifications in landscape, tree care, and parks

Status 1: Employees attended the following seminars:

- *Irrigation Standards for Florida*
- *Landscape Design*
- *Urban Tree Selection FIPP*

PERFORMANCE – FY 2003/04 GOALS AND OBJECTIVES

GOAL 1: UPGRADE PARKS FACILITIES

- Objective 1: Replace picnic tables and benches where needed
- Objective 2: Replace broken fences and gates
- Objective 3: Upgrade entrance and driveway, add fencing at Veterans Park
- Objective 4: Mulch playgrounds
- Objective 5: Establish a spray program for the ball fields
- Objective 6: Upgrade restrooms
- Objective 7: Resurface tennis courts

- Objective 8: Level infields of softball fields
- Objective 9: New signage in all the parks
- Objective 10: Repair broken sidewalks at Newton Park, and connect existing ones
- Objective 11: Paint lampposts and benches at Newton Park

GOAL 2: LANDSCAPE PROJECTS

- Objective 1: Install poles to accommodate hanging baskets designed to compliment the downtown landscaping
- Objective 2: Plant trees at Bradford Park, Klondike Park, and Maple Street Park
- Objective 3: Design additional landscape beds at Newton Park
- Objective 4: Landscape and install irrigation at Public Works buffer wall

GOAL 3: JOB TRAINING

- Objective 1: Set specific training goals for individual employees in the following areas:
 - Landscape operations
 - Playground inspection
 - Athletic field design and maintenance
 - Small engine repair
 - Electrician
 - Computer Training

**CITY OF WINTER GARDEN
FY 2003/2004 BUDGET
GENERAL FUND EXPENDITURES
PUBLIC WORKS DEPARTMENT
CEMETERY DIVISION**

	<u>2002</u> <u>ACTUAL</u>	<u>2003</u> <u>ORIGINAL</u> <u>BUDGET</u>	<u>2003</u> <u>REVISED</u> <u>BUDGET</u>	<u>2004</u> <u>PROPOSED</u> <u>BUDGET</u>
001-0739-539.12-00 SALARIES REGULAR	24,842	25,859	25,859	26,651
001-0739-539.14-00 SALARIES OVERTIME 1.5	142	373	373	384
001-0739-539.16-00 SPECIAL DETAIL	2,554	2,000	2,000	2,000
001-0739-539.21-00 FICA TAXES	2,046	2,215	2,215	2,276
001-0739-539.22-00 RETIREMENT CONTRIBUTION	1,537	2,574	2,574	4,763
001-0739-539.23-00 EMPLOYEE GROUP INSURANCE	3,464	3,875	3,875	4,305
001-0739-539.24-00 WORKERS COMP INSURANCE	1,084	1,704	1,704	1,402
001-0739-539.25-00 UNEMPLOYMENT COMPENSATION	-	29	29	28
001-0739-539.28-00 EMPLOYEE ENTITLEMENT	154	155	155	155
TOTAL PERSONAL SERVICES	35,823	38,784	38,784	41,964
001-0739-539.31-01 PROFESSIONAL SERVICE MISC.	-	-	-	-
001-0739-539.31-04 ENGINEERING	-	500	500	500
001-0739-539.31-06 MEDICAL	12	-	-	-
001-0739-539.34-01 CONTRACTUAL SVCS MISC.	568	800	800	800
001-0739-539.34-02 LAWN MAINTENANCE	26,721	30,000	30,000	30,000
001-0739-539.34-05 COMPUTER TRAINING	-	300	300	300
001-0739-539.41-02 TELEPHONE	1,689	1,450	1,450	1,600
001-0739-539.41-03 RADIO	131	100	100	300
001-0739-539.41-04 INTERNET	76	500	500	-
001-0739-539.41-05 POSTAGE	-	10	10	10
001-0739-539.43-00 UTILITY SERVICES	2,259	2,700	2,700	2,700
001-0739-539.44-00 RENTALS AND LEASES	396	300	300	300
001-0739-539.45-00 GENERAL INSURANCE	1,776	726	726	1,507
001-0739-539.46-02 EQUIPMENT	84	800	800	800
001-0739-539.46-03 VEHICLES	57	400	400	400
001-0739-539.46-05 COMPUTER SOFTWARE	-	400	400	400
001-0739-539.46-06 COMPUTER HARDWARE	234	300	300	300
001-0739-539.46-10 BUILDING	651	3,000	3,000	3,000
001-0739-539.47-01 PRINTING & BINDING	-	50	50	50
001-0739-539.49-01 OT CHARGES & PYMTS MISC.	2,195	3,000	3,000	3,000
001-0739-539.49-05 LICENSES & TAXES	2,775	2,800	2,800	2,800
001-0739-539.49-07 VAULT OPENINGS	20,450	24,000	24,000	32,000
001-0739-539.51-00 OFFICE SUPPLIES	141	250	250	250
001-0739-539.52-01 OPERATING SUPPLIES MISC.	2,073	2,950	2,950	2,950
001-0739-539.52-02 CHEMICALS	(48)	1,400	1,400	1,400
001-0739-539.52-03 GASOLINE & OIL	591	600	600	600
001-0739-539.52-04 UNIFORMS & ACCESSORIES	277	300	300	300
001-0739-539.54-02 SEMINARS & COURSES	-	400	400	400
001-0739-539.54-03 OTHER EDUCATIONAL SERV.	-	-	-	-
TOTAL MATERIAL SERVICES	63,108	78,036	78,036	86,667
001-0739-539.62-00 BUILDINGS	3,227	-	-	3,500
001-0739-539.64-00 MACHINERY & EQUIPMENT	-	15,000	15,000	6,700
TOTAL CAPITAL OUTLAY	3,227	15,000	15,000	10,200
TOTAL CEMETERY DIVISION	102,158	131,820	131,820	138,831

**CITY OF WINTER GARDEN
FY 2003/2004 BUDGET
GENERAL FUND EXPENDITURES
PUBLIC WORKS DEPARTMENT
STREETS DIVISION**

	<u>2002</u> <u>ACTUAL</u>	<u>2003</u> <u>ORIGINAL</u> <u>BUDGET</u>	<u>2003</u> <u>REVISED</u> <u>BUDGET</u>	<u>2004</u> <u>PROPOSED</u> <u>BUDGET</u>
001-0741-541.12-00 SALARIES	283,482	334,245	334,245	356,322
001-0741-541.14-00 OVERTIME 1.5	15,381	19,579	19,579	15,105
001-0741-541.21-00 FICA TAXES	22,545	27,282	27,282	27,092
001-0741-541.22-00 RETIREMENT CONTRIBUTION	16,110	31,705	31,705	57,160
001-0741-541.23-00 EMPLOYEE GROUP INSURANCE	37,172	54,599	54,599	61,674
001-0741-541.24-00 WORKERS COMP INSURANCE	9,918	14,539	14,539	13,378
001-0741-541.25-00 UNEMPLOYMENT COMPENSATION	-	357	357	354
001-0741-541.28-00 EMPLOYEE ENTITLEMENT	1,465	1,788	1,788	1,793
TOTAL PERSONAL SERVICES	386,073	484,094	484,094	532,878
001-0741-541.31-01 PROF SVCS. MISC.	2,500	2,500	2,500	2,000
001-0741-541.31-02 LEGAL	-	200	200	200
001-0741-541.31-04 ENGINEERING	-	1,000	1,000	1,000
001-0741-541.31-06 MEDICAL	823	700	700	700
001-0741-541.34-01 CONTRACTUAL SVCS. MISC.	3,901	4,000	4,000	4,000
001-0741-541.34-05 COMPUTER TRAINING	-	1,000	1,000	1,000
001-0741-541.34-06 JANITORIAL	1,390	1,500	1,500	1,500
001-0741-541.34-08 PERSONNEL	14,379	9,000	9,000	9,000
001-0741-541.40-00 TRAVEL EXPENSE	-	200	200	200
001-0741-541.41-01 COMMUNICATIONS MISC.	-	200	200	200
001-0741-541.41-02 TELEPHONE	10,494	11,500	11,500	9,000
001-0741-541.41-03 RADIO	2,348	2,000	2,000	2,000
001-0741-541.41-04 INTERNET	864	1,771	1,771	1,771
001-0741-541.41-05 POSTAGE	21	100	100	100
001-0741-541.43-00 UTILITY SERVICES	4,067	7,000	7,000	7,000
001-0741-541.44-00 RENTALS AND LEASES	12,320	13,000	13,000	13,000
001-0741-541.45-00 GENERAL INSURANCE	8,568	13,564	13,564	29,721
001-0741-541.46-01 REPAIRS & MAINTENANCE. MISC.	1,770	1,800	1,800	1,800
001-0741-541.46-02 EQUIPMENT	31,234	16,500	16,500	16,500
001-0741-541.46-03 VEHICLES	9,373	13,000	13,000	13,000
001-0741-541.46-05 COMPUTER SOFTWARE	-	400	400	400

**CITY OF WINTER GARDEN
FY 2003/2004 BUDGET
GENERAL FUND EXPENDITURES
PUBLIC WORKS DEPARTMENT
STREETS DIVISION**

	<u>2002</u> <u>ACTUAL</u>	<u>2003</u> <u>ORIGINAL</u> <u>BUDGET</u>	<u>2003</u> <u>REVISED</u> <u>BUDGET</u>	<u>2004</u> <u>PROPOSED</u> <u>BUDGET</u>
001-0741-541.46-06 COMPUTER HARDWARE	138	500	500	500
001-0741-541.46-09 SIDEWALKS	21,680	45,000	36,697	45,000
001-0741-541.46-10 BUILDING	2,056	-	-	-
001-0741-541.47-01 PRINTING & BINDING	77	100	100	100
001-0741-541.48-00 ADVERTISING	640	650	650	650
001-0741-541.49-01 OT CHARGES & PYMTS MISC.	61	500	500	500
001-0741-541.49-04 TRAFFIC SIGNALS & SIGNS	28,115	15,500	15,500	25,000
001-0741-541.49-05 LICENSES & TAXES	1,019	1,100	1,100	1,100
001-0741-541.49-08 STREET LIGHTS	111,572	-	-	-
001-0741-541.49-11 EMPLOYEE SOCIAL EVENTS	158	400	400	400
001-0741-541.51-00 OFFICE SUPPLIES	1,240	1,700	1,700	1,700
001-0741-541.52-01 OPERATING SUPPLIES MISC.	12,156	15,900	15,900	15,900
001-0741-541.52-02 CHEMICALS	699	3,640	3,640	3,640
001-0741-541.52-03 GASOLINE & OIL	17,424	30,000	30,000	30,000
001-0741-541.52-04 UNIFORMS & ACCESSORIES	3,067	3,900	3,900	3,900
001-0741-541.53-00 ROAD MATERIALS & SUPPLIES	11,677	8,500	8,500	10,000
001-0741-541.54-01 DUES & SUBSCRIPTIONS	5	100	100	100
001-0741-541.54-02 SEMINARS & COURSES	628	1,000	1,000	1,000
TOTAL MATERIAL SERVICES	316,464	229,425	221,122	253,582
001-0741-541.62-00 BUILDINGS	-	-	-	3,000
001-0741-541.63-00 STREETS	38,356	1,250,000	1,258,303	50,000
001-0741-541.64-00 MACHINERY & EQUIPMENT	109,785	20,500	20,500	100,900
TOTAL CAPITAL OUTLAY	148,141	1,270,500	1,278,803	153,900
001-0741-581.91-03 FISCAL YEAR 2000 LOAN	12,697	-	-	-
TOTAL NON-OPERATING	12,697	-	-	-
TOTAL STREETS DIVISION	863,375	1,984,019	1,984,019	940,360

**CITY OF WINTER GARDEN
FY 2003/2004 BUDGET
GENERAL FUND EXPENDITURES
PUBLIC WORKS DEPARTMENT
BUILDING MAINTENANCE DIVISION**

	<u>2002 ACTUAL</u>	<u>2003 ORIGINAL BUDGET</u>	<u>2003 REVISED BUDGET</u>	<u>2004 PROPOSED BUDGET</u>
001-0746-539.12-00 SALARIES REGULAR	124,924	138,440	138,440	174,328
001-0746-539.14-00 SALARIES OVERTIME 1.5	13,612	3,465	3,465	4,798
001-0746-539.21-00 FICA TAXES	10,504	10,919	10,919	13,785
001-0746-539.22-00 RETIREMENT CONTRIBUTION	7,675	12,688	12,688	29,085
001-0746-539.23-00 EMPLOYEE GROUP INSURANCE	19,984	19,488	19,488	25,967
001-0746-539.24-00 WORKERS COMP INSURANCE	4,242	6,989	6,989	7,097
001-0746-539.25-00 UNEMPLOYMENT COMPENSATION	-	143	143	180
001-0746-539.28-00 EMPLOYEE ENTITLEMENT	617	622	622	778
TOTAL PERSONAL SERVICES	<u>181,558</u>	<u>192,754</u>	<u>192,754</u>	<u>256,018</u>
001-0746-539.31-01 PROFESSIONAL SERVICE MISC.	-	200	200	200
001-0746-539.31-06 MEDICAL	396	400	400	400
001-0746-539.34-01 CONTRACTUAL SVCS MISC.	-	200	200	200
001-0746-539.34-05 COMPUTER TRAINING	-	300	300	300
001-0746-539.34-06 JANITORIAL	100	-	-	-
001-0746-539.40-00 TRAVEL EXPENSE	-	300	300	300
001-0746-539.41-02 TELEPHONE	982	1,020	1,020	1,700
001-0746-539.41-03 RADIO	526	526	526	526
001-0746-539.45-00 GENERAL INSURANCE	811	1,089	1,089	951
001-0746-539.46-01 REPAIRS & MAINTENANCE MISC.	-	100	100	100
001-0746-539.46-02 EQUIPMENT	-	400	400	400
001-0746-539.46-03 VEHICLES	2,800	2,500	2,500	2,500
001-0746-539.46-05 COMPUTER SOFTWARE	-	300	300	300
001-0746-539.46-10 BUILDING	21,720	30,000	30,000	30,000
001-0746-539.48-00 ADVERTISING	-	300	300	300
001-0746-539.49-01 OT CHARGES & PYMTS MISC.	-	-	-	-
001-0746-539.49-05 LICENSES & TAXES	433	500	500	500
001-0746-539.51-00 OFFICE SUPPLIES	547	400	400	400
001-0746-539.52-01 OPERATING SUPPLIES MISC.	7,788	4,350	4,350	4,350
001-0746-539.52-02 CHEMICALS	-	100	100	100
001-0746-539.52-03 GASOLINE & OIL	2,288	2,100	2,100	2,100
001-0746-539.52-04 UNIFORMS & ACCESSORIES	1,682	1,200	1,200	1,200
001-0746-539.54-01 DUES & SUBSCRIPTIONS	-	100	100	100
001-0746-539.54-02 SEMINARS & COURSES	479	500	500	500
001-0746-539.54-03 OTHER EDUCATIONAL SERVICES	-	200	200	200
TOTAL MATERIAL SERVICES	<u>40,552</u>	<u>47,085</u>	<u>47,085</u>	<u>47,627</u>
001-0746-539.64-00 MACHINERY & EQUIPMENT	-	5,500	5,500	4,900
TOTAL CAPITAL OUTLAY	<u>-</u>	<u>5,500</u>	<u>5,500</u>	<u>4,900</u>
TOTAL BUILDING MAINTENANCE DIVISION	<u>222,110</u>	<u>245,339</u>	<u>245,339</u>	<u>308,545</u>

**CITY OF WINTER GARDEN
FY 2003/2004 BUDGET
GENERAL FUND EXPENDITURES
PUBLIC WORKS DEPARTMENT
FLEET MAINTENANCE DIVISION**

	<u>2002</u> <u>ACTUAL</u>	<u>2003</u> <u>ORIGINAL</u> <u>BUDGET</u>	<u>2003</u> <u>REVISED</u> <u>BUDGET</u>	<u>2004</u> <u>PROPOSED</u> <u>BUDGET</u>
001-0747-539.12-00 SALARIES REGULAR	91,956	115,309	115,309	111,690
001-0747-539.14-00 SALARIES OVERTIME 1.5	2,958	6,002	6,002	6,583
001-0747-539.17-00 STRAIGHT OVERTIME 1.0	-	-	-	-
001-0747-539.21-00 FICA TAXES	6,762	9,352	9,352	9,124
001-0747-539.22-00 RETIREMENT CONTRIBUTION	4,641	10,868	10,868	19,249
001-0747-539.23-00 EMPLOYEE GROUP INSURANCE	20,691	21,091	21,091	23,399
001-0747-539.24-00 WORKERS COMP INSURANCE	2,246	4,548	4,548	3,549
001-0747-539.25-00 EMPLOYMENT COMPENSATION	-	122	122	119
001-0747-539.28-00 EMPLOYEE ENTITLEMENT	308	623	623	623
TOTAL PERSONAL SERVICES	129,562	167,915	167,915	174,336
001-0747-539.31-01 PROFESSIONAL SERVICE MISC.	-	200	200	-
001-0747-539.31-06 MEDICAL	298	350	350	-
001-0747-539.34-01 CONTRACTUAL SVCS MISC.	-	200	200	200
001-0747-539.34-05 COMPUTER TRAINING	-	300	300	300
001-0747-539.34-06 JANITORIAL	1,320	1,475	1,475	1,475
001-0747-539.34-08 PERSONNEL	-	-	-	-
001-0747-539.40-00 TRAVEL EXPENSE	-	300	300	300
001-0747-539.41-01 COMMUNICATIONS MISC.	-	200	200	200
001-0747-539.41-02 TELEPHONE	1,981	2,000	2,000	2,000
001-0747-539.41-03 RADIO	701	550	550	700
001-0747-539.41-04 INTERNET	-	500	500	-
001-0747-539.43-00 UTILITY SERVICES	7,442	7,800	7,800	7,800
001-0747-539.44-00 RENTALS & LEASES	1,232	500	500	750
001-0747-539.45-00 GENERAL INSURANCE	3,924	2,349	2,349	1,920
001-0747-539.46-01 REPAIRS & MAINTENANCE MISC.	-	200	200	200
001-0747-539.46-02 EQUIPMENT	45	700	700	700
001-0747-539.46-03 VEHICLES	1,791	1,000	1,000	1,000
001-0747-539.46-05 COMPUTER SOFTWARE	1,019	400	400	400
001-0747-539.46-06 COMPUTER HARDWARE	9	1,000	1,000	1,000
001-0747-539.46-10 BUILDING	82	200	200	-
001-0747-539.47-01 MISCELLANEOUS	161	-	-	200
001-0747-539.49-01 OT CHARGES & PYMTS MISC.	-	200	200	200
001-0747-539.51-00 OFFICE SUPPLIES	684	200	200	200
001-0747-539.52-01 OPERATING SUPPLIES MISC.	11,571	15,450	15,450	20,000
001-0747-539.52-02 CHEMICALS	70	400	400	400
001-0747-539.52-03 GASOLINE & OIL	1,917	2,350	2,350	5,000
001-0747-539.52-04 UNIFORMS & ACCESSORIES	1,198	1,200	1,200	1,200
001-0747-539.54-01 DUES & SUBSCRIPTIONS	-	100	100	100
001-0747-539.54-02 SEMINARS & COURSES	545	1,750	1,750	1,750
001-0747-539.54-03 OTHER EDUCATIONAL SERVICE	-	1,000	1,000	1,000
TOTAL MATERIAL SERVICES	35,990	42,874	42,874	48,995
001-0747-539.62-00 BUILDINGS	-	-	-	22,000
001-0747-539.64-00 MACHINERY & EQUIPMENT	-	47,100	47,100	19,300
TOTAL CAPITAL OUTLAY	-	47,100	47,100	41,300
001-0747-581.91-03 FISCAL YEAR 2000 LOAN	7,184	-	-	-
TOTAL NON-OPERATING	7,184	-	-	-
TOTAL FLEET MAINTENANCE DIVISION	172,736	257,889	257,889	264,631

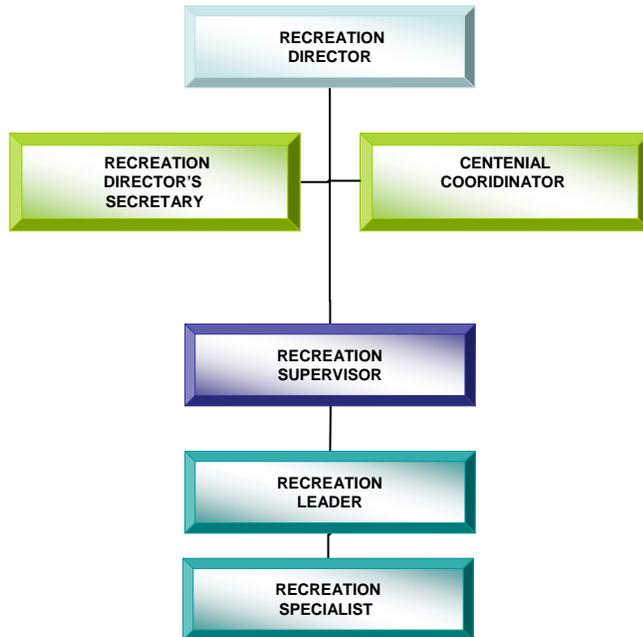
**CITY OF WINTER GARDEN
FY 2003/2004 BUDGET
GENERAL FUND EXPENDITURES
PUBLIC WORKS DEPARTMENT
LANDSCAPING/PARKS**

		<u>2002</u> <u>ACTUAL</u>	<u>2003</u> <u>ORIGINAL</u> <u>BUDGET</u>	<u>2003</u> <u>REVISED</u> <u>BUDGET</u>	<u>2004</u> <u>PROPOSED</u> <u>BUDGET</u>
001-0775-572.12-00	SALARIES REGULAR	-	-	-	231,565
001-0775-572.14-00	SALARIES OVERTIME 1.5	-	-	-	7,033
001-0775-572.17-00	STRAIGHT OVERTIME 1.0	-	-	-	-
001-0775-572.21-00	FICA TAXES	-	-	-	18,234
001-0775-572.22-00	RETIREMENT CONTRIBUTION	-	-	-	34,833
001-0775-572.23-00	EMPLOYEE GROUP INSURANCE	-	-	-	49,633
001-0775-572.24-00	WORKERS COMP INSURANCE	-	-	-	10,581
001-0775-572.25-00	EMPLOYMENT COMPENSATION	-	-	-	237
001-0775-572.28-00	EMPLOYEE ENTITLEMENT	-	-	-	1,555
	TOTAL PERSONAL SERVICES	-	-	-	353,671
001-0775-572.31-01	PROFESSIONAL SERVICE MISC.	-	-	-	-
001-0775-572.31-06	MEDICAL	-	-	-	310
001-0775-572.34-01	CONTRACTUAL SVCS MISC.	-	-	-	25,500
001-0775-572.34-02	LAWN MAINTENANCE	-	-	-	51,000
001-0775-572.34-05	COMPUTER TRAINING	-	-	-	300
001-0775-572.34-06	JANITORIAL	-	-	-	-
001-0775-572.34-08	PERSONNEL	-	-	-	-
001-0775-572.40-00	TRAVEL EXPENSE	-	-	-	1,000
001-0775-572.41-01	COMMUNICATIONS MISC.	-	-	-	-
001-0775-572.41-02	TELEPHONE	-	-	-	3,400
001-0775-572.41-03	RADIO	-	-	-	-
001-0775-572.41-04	INTERNET	-	-	-	2,100
001-0775-572.43-00	UTILITY SERVICES	-	-	-	76,300
001-0775-572.44-00	RENTALS & LEASES	-	-	-	1,500
001-0775-572.45-00	GENERAL INSURANCE	-	-	-	6,698
001-0775-572.46-01	REPAIRS & MAINTENANCE MISC.	-	-	-	5,500
001-0775-572.46-02	EQUIPMENT	-	-	-	12,400
001-0775-572.46-03	VEHICLES	-	-	-	2,500
001-0775-572.46-05	COMPUTER SOFTWARE	-	-	-	-
001-0775-572.46-06	COMPUTER HARDWARE	-	-	-	-
001-0775-572.46-10	BUILDING	-	-	-	5,240
001-0775-572.47-01	MISCELLANEOUS	-	-	-	300
001-0775-572.48-00	PROMOTIONAL ACTIVITIES	-	-	-	300
001-0775-572.49-01	OT CHARGES & PYMTS MISC.	-	-	-	6,000
001-0775-572.51-00	OFFICE SUPPLIES	-	-	-	-
001-0775-572.52-01	OPERATING SUPPLIES MISC.	-	-	-	40,500
001-0775-572.52-02	CHEMICALS	-	-	-	7,200
001-0775-572.52-03	GASOLINE & OIL	-	-	-	7,000
001-0775-572.52-04	UNIFORMS & ACCESSORIES	-	-	-	3,650
001-0775-572.54-01	DUES & SUBSCRIPTIONS	-	-	-	1,300
001-0775-572.54-02	SEMINARS & COURSES	-	-	-	2,500
001-0775-572.54-03	OTHER EDUCATIONAL SERVICE	-	-	-	1,500
	TOTAL MATERIAL SERVICES	-	-	-	263,998

CITY OF WINTER GARDEN
FY 2003/2004 BUDGET
GENERAL FUND EXPENDITURES
PUBLIC WORKS DEPARTMENT
LANDSCAPING/PARKS

	<u>2002</u> <u>ACTUAL</u>	<u>2003</u> <u>ORIGINAL</u> <u>BUDGET</u>	<u>2003</u> <u>REVISED</u> <u>BUDGET</u>	<u>2004</u> <u>PROPOSED</u> <u>BUDGET</u>
001-0775-572.62-00 BUILDINGS	-	-	-	-
001-07725-572.63-00 IMPROV OTHER THAN BUILDING	-	-	-	35,000
001-0775-572.64-00 MACHINERY & EQUIPMENT	-	-	-	32,850
TOTAL CAPITAL OUTLAY	-	-	-	67,850
001-0747-581.91-03 FISCAL YEAR 2000 LOAN	-	-	-	-
TOTAL NON-OPERATING	-	-	-	-
TOTAL LANDSCAPING/PARKS DIVISION	-	-	-	685,519
TOTAL PUBLIC WORKS DEPARTMENT	1,360,379	2,619,067	2,619,067	2,337,886

ORGANIZATION CHART RECREATION DEPARTMENT



**RECREATION
GOALS & OBJECTIVES**

MISSION STATEMENT: Provide a wide variety of recreational programs and activities to satisfy the needs of every segment of the City's population and to maintain clean, safe and aesthetically pleasing facilities for our citizens' enjoyment.

STATUS REPORT - FY 2002/03 GOALS AND OBJECTIVES

GOAL 1: PLAN AND IMPLEMENT WINTER GARDEN CENTENNIAL CELEBRATION

Objective 1: Gear all existing programs and activities to centennial theme

Objective 2: Ensure all events and activities are on schedule and within budget

Status 1: Accomplished

Status 2: Accomplished

GOAL 2: CONTINUE TO EVALUATE PROGRAMS AND EXPAND OR DELETE WHERE NECESSARY

Objective 1: Offer programs that fit the needs of our growing community

Objective 2: Attend seminars and conferences that allow us to see what other communities are doing in other areas

Objective 3: Explore additional ways to reach the community with advertising

Status 1: Ongoing

Status 2: Ongoing

Status 3: Ongoing

GOAL 3: MAXIMIZE EDUCATIONAL OPPORTUNITIES

Objective 1: Encourage employees to pursue further education with funds provided by the City

Objective 2: Increase trade skills through courses at vocational training schools

Objective 3: Attend meetings and seminars provided by professional organizations

Status 1: Objective not met

Status 2: Ongoing

Status 3: Ongoing

PERFORMANCE - FY 2003/04 GOALS AND OBJECTIVES

GOAL 1: IMPROVE THE QUALITY OF SPECIAL EVENTS TO BETTER MEET THE NEEDS OF CITIZENS

- Objective 1: Provide fewer activities for the "Light Up Winter Garden" event and focus on a casual family atmosphere
- Objective 2: Eliminate
- Objective 3: Continue annual golf tournament and the Evening an the Pops with the intention of establishing them as yearly events
- Objective 4: Secure outside funding sources for the golf tournament and the Evening at the Pops
- Objective 5: Evaluate all smaller events to determine if they should be continued

GOAL 2: DETERMINE THE RECREATIONAL NEEDS AND DESIRES OF THE COMMUNITY

- Objective 1: Create and distribute survey to determine needs
- Objective 2: Assess recreational facility needs
- Objective 3: Determine staff and equipment requirements to meet the needs of the community

GOAL 3: REVIEW REVENUE REQUIREMENTS FOR ALL PROGRAMS

- Objective 1: Determine funding requirements for all programs
- Objective 2: Determine which programs are self-sufficient
- Objective 3: Determine which programs should be supported with general tax revenues
- Objective 4: Adjust fees where necessary to assure success of programs

**CITY OF WINTER GARDEN
FY 2003/2004 BUDGET
GENERAL FUND EXPENDITURES
RECREATION DEPARTMENT
RECREATION DIVISION**

	<u>2002</u> <u>ACTUAL</u>	<u>2003</u> <u>ORIGINAL</u> <u>BUDGET</u>	<u>2003</u> <u>REVISED</u> <u>BUDGET</u>	<u>2004</u> <u>PROPOSED</u> <u>BUDGET</u>
001-0872-572.12-00 SALARIES REGULAR	203,852	185,836	185,836	184,726
001-0872-572.13-00 SALARIES PART-TIME	60,069	65,414	65,414	65,414
001-0872-572.14-00 SALARIES OVERTIME 1.5	3,722	7,734	7,734	7,924
001-0872-572.16-00 SPECIAL DETAIL	1,064	3,400	3,400	3,400
001-0872-572.18-00 CONTRACT LABOR	2,977	12,090	12,090	12,090
001-0872-572.21-00 FICA TAXES	20,085	20,237	20,237	20,887
001-0872-572.22-00 RETIREMENT CONTRIBUTION	7,186	16,627	16,627	31,559
001-0872-572.23-00 EMPLOYEE GROUP INSURANCE	23,351	20,887	20,887	23,215
001-0872-572.24-00 WORKERS COMP INSURANCE	7,379	8,008	8,008	6,703
001-0872-572.25-00 UNEMPLOYMENT COMPENSATION	2	182	182	191
001-0872-572.28-00 EMPLOYEE ENTITLEMENT	925	777	777	777
TOTAL PERSONAL SERVICES	330,612	341,192	341,192	356,886
001-0872-572.31-01 PROF SVCS. MISC.	900	3,000	3,000	3,000
001-0872-572.31-06 MEDICAL	108	500	500	500
001-0872-572.34-01 CONTRACTUAL SVCS MISC.	30,268	-	-	2,000
001-0872-572.34-06 JANITORIAL	225	1,500	1,500	1,500
001-0872-572.34-08 PERSONNEL	5,362	6,000	6,000	6,000
001-0872-572.34-10 INDEPENDENCE DAY	-	-	-	-
001-0872-572.34-11 CHRISTMAS PARADE	-	-	-	-
001-0872-572.40-00 TRAVEL EXPENSE	492	400	400	400
001-0872-572.41-02 TELEPHONE	10,401	12,000	12,000	7,200
001-0872-572.41-03 RADIO	35	-	-	-
001-0872-572.41-04 INTERNET	280	1,000	1,000	1,000
001-0872-572.41-05 POSTAGE	368	200	200	200
001-0872-572.43-00 UTILITIES	6,185	8,320	8,320	5,700
001-0872-572.44-00 RENTALS & LEASES	3,067	10,000	10,000	8,700
001-0872-572.45-00 GENERAL INSURANCE	31,117	20,373	20,373	20,373
001-0872-572.46-01 REPAIRS & MAINTENANCE. MISC.	788	-	-	-
001-0872-572.46-02 EQUIPMENT	3,966	3,166	3,166	3,166
001-0872-572.46-03 VEHICLES	4,035	1,800	1,800	1,800
001-0872-572.46-06 COMPUTER HARDWARE	78	-	-	-
001-0872-572.46-10 BUILDING	2,229	22,000	22,000	25,000
001-0872-572.47-01 PRINTING & BINDING MISC.	2,130	1,550	1,550	1,550
001-0872-572.48-00 ADVERTISING	3,350	3,000	3,000	1,000
001-0872-572.49-01 OT CHARGES & PYMTS MISC.	7,685	1,000	1,000	1,000
001-0872-572.49-05 LICENSES & TAXES	1,207	320	320	320
001-0872-572.49-10 BAD DEPT EXPENSE	10	-	-	-
001-0872-572.49-11 EMPLOYEE SOCIAL EVENTS	14,761	16,000	16,000	2,000
001-0872-572.51-00 OFFICE SUPPLIES	3,597	3,978	3,978	3,978
001-0872-572.52-01 OPERATING SUPPLIES MISC.	45,189	40,000	40,000	33,000
001-0872-572.52-02 CHEMICALS	-	-	-	-
001-0872-572.52-03 GASOLINE & OIL	1,990	2,600	2,600	2,600
001-0872-572.52-04 UNIFORMS & ACCESSORIES	2,404	1,100	1,100	1,100
001-0872-572.54-01 DUES & SUBSCRIPTIONS	729	400	400	400
001-0872-572.54-02 SEMINARS & COURSES	965	600	600	600
TOTAL MATERIAL SERVICES	183,921	160,807	160,807	134,087
001-0872-572.62-00 BUILDINGS	-	-	-	-
001-0872-572.64-00 MACHINERY & EQUIPMENT	19,907	18,000	18,000	-
TOTAL CAPITAL OUTLAY	19,907	18,000	18,000	-
TOTAL RECREATION DIVISION	534,440	519,999	519,999	490,973

**CITY OF WINTER GARDEN
 FY 2003/2004 BUDGET
 GENERAL FUND EXPENDITURES
 RECREATION DEPARTMENT
 HERITAGE DEPOT MUSEUM DIVISION**

	<u>2002 ACTUAL</u>	<u>2003 ORIGINAL BUDGET</u>	<u>2003 REVISED BUDGET</u>	<u>2004 PROPOSED BUDGET</u>
001-0873-573.45-00 GENERAL INSURANCE	-	-	-	1,661
001-0873-573-45-00 CULTURAL SERVICES	-	1,661	1,661	
001-0873-573.46-01 REPAIRS & MAINTENANCE MISC.	<u>1,924</u>	<u>3,000</u>	<u>3,000</u>	<u>3,000</u>
TOTAL MATERIAL SERVICES	1,924	4,661	4,661	4,661
001-0873-573.62-00 LAND	-	-	83,045	-
001-0873-573.62-00 BUILDINGS	-	-	193,000	60,000
001-0873-564.63-00 IMPROVEMENTS OTHER THAN BLDG	<u>-</u>	<u>-</u>	<u>-</u>	<u>50,000</u>
TOTAL CAPITAL OUTLAY	-	-	276,045	110,000
TOTAL HERITAGE DEPOT MUSEUM DIVISION	<u>1,924</u>	<u>4,661</u>	<u>280,706</u>	<u>114,661</u>

**CITY OF WINTER GARDEN
FY 2003/2004 BUDGET
GENERAL FUND EXPENDITURES
RECREATION DEPARTMENT
SPECIAL EVENTS DIVISION**

	<u>2002 ACTUAL</u>	<u>2003 ORIGINAL BUDGET</u>	<u>2003 REVISED BUDGET</u>	<u>2004 PROPOSED BUDGET</u>
001-0874-574.12-00 SALARIES REGULAR	-	44,226	44,226	11,107
001-0874-574.21-00 FICA TAXES	-	3,883	3,883	850
001-0874-574.23-00 EMPLOYEE GROUP INSURANCE	-	3,928	3,928	1,059
001-0874-574.24-00 WORKERS COMP INSURANCE	-	2,202	2,202	369
001-0874-574.25-00 UNEMPLOYMENT COMPENSATION	-	44	44	11
TOTAL PERSONAL SERVICES	-	54,283	54,283	13,396
001-0874-574.34-01 CONTRACTUAL SVCS MISC.	-	160,945	160,945	296,650
001-0874-574.34-08 PERSONNEL	-	-	25,000	-
001-0874-574.34-10 INDEPENDENCE DAY	-	-	-	16,000
001-0874-574.34-11 CHRISTMAS PARADE	-	-	-	4,000
001-0874-574.34-13 SPRING FEVER	-	-	-	3,000
001-0874-574.34-14 EVENING AT THE POPS	-	-	-	20,000
001-0874-574.34-15 ANNUAL GOLF TOURNAMENT	-	-	-	15,000
001-0874-574.40-00 TRAVEL EXPENSE	-	525	525	525
001-0874-574.44-00 RENTALS & LEASES	-	3,500	3,500	32,300
001-0874-574.47-01 PRINTING & BINDING MISC.	-	6,000	6,000	350
001-0874-574.48-00 ADVERTISING	-	25,600	25,600	45,315
001-0874-574.49-11 EMPLOYEE SOCIAL EVENTS	-	-	-	13,000
001-0874-574.52-01 MISCELLANEOUS	-	-	-	250
001-0874-574.52-01 OPERATING SUPPLIES MISC.	-	23,875	23,875	21,050
TOTAL MATERIAL SERVICES	-	220,445	245,445	467,440
TOTAL SPECIAL EVENTS DIVISION	-	274,728	299,728	480,836

**CITY OF WINTER GARDEN
FY 2003/2004 BUDGET
GENERAL FUND EXPENDITURES
RECREATION DEPARTMENT
PARKS DIVISION**

	<u>2002 ACTUAL</u>	<u>2003 ORIGINAL BUDGET</u>	<u>2003 REVISED BUDGET</u>	<u>2004 PROPOSED BUDGET</u>
001-0875-572.12-00 SALARIES REGULAR	155,246	179,886	179,886	-
001-0875-572.14-00 SALARIES OVERTIME 1.5	9,255	5,156	5,156	-
001-0875-572.21-00 FICA TAXES	12,396	14,251	14,251	-
001-0875-572.22-00 RETIREMENT CONTRIBUTION	9,325	16,560	16,560	-
001-0875-572.23-00 EMPLOYEE GROUP INSURANCE	25,458	35,729	35,729	-
001-0875-572.24-00 WORKERS COMP INSURANCE	5,740	10,367	10,367	-
001-0875-572.25-00 UNEMPLOYMENT COMPENSATION	12	186	186	-
001-0875-572.28-00 EMPLOYEE ENTITLEMENT	1,079	1,244	1,244	-
TOTAL PERSONAL SERVICES	<u>218,511</u>	<u>263,379</u>	<u>263,379</u>	-
001-0875-572.31-06 MEDICAL	212	310	310	-
001-0875-572.34-01 CONTRACTUAL SVCS. MISC.	17,542	17,500	17,500	-
001-0875-572.34-06 JANITORIAL	-	-	-	-
001-0875-572.34-08 PERSONNEL	207	-	-	-
001-0875-572.41-02 TELEPHONE	586	-	-	-
001-0875-572.41-04 INTERNET	-	-	-	-
001-0875-572.43-00 UTILITIES	71,512	65,000	65,000	-
001-0875-572.44-00 RENTALS AND LEASES	883	1,000	1,000	-
001-0875-572.45-00 GENERAL INSURANCE	14,096	6,173	6,173	-
001-0875-572.46-01 REPAIRS & MAINTENANCE. MISC.	4,015	4,000	4,000	-
001-0875-572.46-02 EQUIPMENT	12,837	10,900	10,900	-
001-0875-572.46-03 VEHICLES	1,114	2,500	2,500	-
001-0875-572.46-10 BUILDING	1,246	5,240	5,240	-
001-0875-572.49-01 OT CHARGES & PYMTS MISC.	52	4,000	4,000	-
001-0875-572.49-05 LICNSSES/TAXES/CERTIFICTNS	320	-	-	-
001-0875-572.52-01 OPERATING SUPPLIES MISC.	16,879	10,000	23,000	-
001-0875-572.52-02 CHEMICALS	3,654	4,000	4,000	-
001-0875-572.52-03 GASOLINE & OIL	3,500	3,800	3,800	-
001-0875-572.52-04 UNIFORMS & ACCESSORIES	2,430	2,200	2,200	-
001-0875-572.54-01 DUES & SUBSCRIPTIONS	190	300	300	-
001-0875-572.54-02 SEMINARS & COURSES	66	1,000	1,000	-
001-0875-572.54-03 OTHER EDUCATIONAL SERVICE	-	500	500	-
TOTAL MATERIAL SERVICES	<u>151,341</u>	<u>138,423</u>	<u>151,423</u>	-
001-0875-572.62-00 BUILDINGS	-	-	-	-
001-0875-572.63-00 IMPROVEMENTS OTHER THAN	10,676	-	-	-
001-0875-572.64-00 MACHINERY & EQUIPMENT	55,073	6,000	6,000	-
TOTAL CAPITAL OUTLAY	<u>65,749</u>	<u>6,000</u>	<u>6,000</u>	-
001-0875-581.91-03 FISCAL YEAR 2000 LOAN	-	-	-	-
TOTAL NON-OPERATING	4,725	-	-	-
TOTAL PARKS DIVISION	<u>440,326</u>	<u>407,802</u>	<u>420,802</u>	<u>-</u>

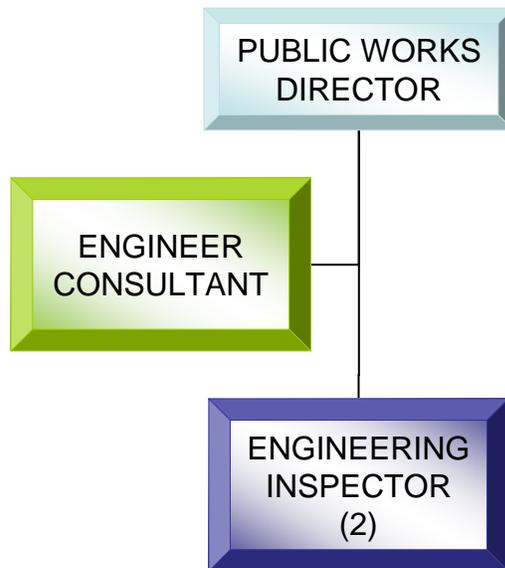
**CITY OF WINTER GARDEN
FY 2003/2004 BUDGET
GENERAL FUND EXPENDITURES
RECREATION DEPARTMENT
LANDSCAPING DIVISION**

	<u>2002 ACTUAL</u>	<u>2003 ORIGINAL BUDGET</u>	<u>2003 REVISED BUDGET</u>	<u>2004 PROPOSED BUDGET</u>
001-0876-572.12-00 SALARIES REGULAR	71,960	95,931	95,931	-
001-0876-572.14-00 SALARIES OVERTIME 1.5	2,784	1,690	1,690	-
001-0876-572.21-00 FICA TAXES	5,666	7,386	7,386	-
001-0876-572.22-00 RETIREMENT CONTRIBUTION	4,179	8,583	8,583	-
001-0876-572.23-00 EMPLOYEE GROUP INSURANCE	10,165	15,442	15,442	-
001-0876-572.24-00 WORKERS COMP INSURANCE	2,355	5,334	5,334	-
001-0876-572.25-00 UNEMPLOYMENT COMPENSATION	-	95	95	-
001-0876-572.28-00 EMPLOYEE ENTITLEMENT	463	623	623	-
TOTAL PERSONAL SERVICES	97,572	135,084	135,084	-
001-0876-572.31-06 MEDICAL	125	-	-	-
001-0876-572.34-01 CONTRACTUAL SVCS. MISC.	16,528	15,000	15,000	-
001-0876-572.34-02 LAWN MAINTENANCE	50,100	51,000	51,000	-
001-0876-572.34-05 COMPUTER TRAINING	-	300	300	-
001-0876-572.41-02 TELEPHONE	1,399	2,100	2,100	-
001-0876-572.41-04 INTERNET	1,986	-	-	-
001-0876-572.43-00 UTILITIES	8,767	11,000	11,000	-
001-0876-572.44-00 RENTALS AND LEASES	-	500	500	-
001-0876-572.45-00 GENERAL INSURANCE	-	672	672	-
001-0876-572.46-02 EQUIPMENT	629	1,000	1,000	-
001-0876-572.46-03 VEHICLES	1,038	1,500	1,500	-
001-0876-572.46-05 COMPUTER SOFTWARE	-	100	100	-
001-0876-572.46-10 BUILDING	-	-	-	-
001-0876-572.47-01 PRINTING & BINDING	-	300	300	-
001-0876-572.48-00 ADVERTISING	271	300	300	-
001-0876-572.49-01 OT CHARGES & PYMTS MISC.	-	2,000	2,000	-
001-0876-572.49-05 LICENSES & TAXES	18	-	-	-
001-0876-572.52-01 OPERATING SUPPLIES MISC.	22,513	24,500	24,500	-
001-0876-572.52-02 CHEMICALS	2,084	3,000	3,000	-
001-0876-572.52-03 GASOLINE & OIL	2,323	3,200	3,200	-
001-0876-572.52-04 UNIFORMS & ACCESSORIES	821	1,200	1,200	-
001-0876-572.54-01 DUES & SUBSCRIPTIONS	450	400	400	-
001-0876-572.54-02 SEMINARS & COURSES	-	1,500	1,500	-
TOTAL MATERIAL SERVICES	109,052	119,572	119,572	-
001-0876-572.62-00 BUILDINGS	-	-	-	-
001-0876-572.64-00 MACHINERY & EQUIPMENT	20,450	3,500	3,500	-
TOTAL CAPITAL OUTLAY	20,450	3,500	3,500	-
TOTAL LANDSCAPING DIVISION	227,074	258,156	258,156	-

**CITY OF WINTER GARDEN
 FY 2003/2004 BUDGET
 GENERAL FUND EXPENDITURES
 LEGAL DEPARTMENT**

	<u>2002 ACTUAL</u>	<u>2003 ORIGINAL BUDGET</u>	<u>2003 REVISED BUDGET</u>	<u>2004 PROPOSED BUDGET</u>
001-0914-514.31-02 LEGAL	287,295	200,000	200,000	200,000
TOTAL LEGAL DEPARTMENT	287,295	200,000	200,000	200,000

**ORGANIZATION CHART
PUBLIC WORKS
ENGINEERING DIVISION**



**PUBLIC WORKS
ENGINEERING DIVISION**

MISSION STATEMENT:

To provide our community with the highest quality public service that continually enhances the quality of life for our citizens. This commitment will be accomplished through proper utilization of all our resources.

We recognize that our employees are our most valued resource and are to be treated with respect and dignity. They will be properly trained to respond safely, with excellence, to any work task assigned and to any emergency that may develop. They will also be properly trained and oriented concerning their individual responsibilities as public servants.

We also recognize that our mission is to work in concert with all other city departments so that the overall mission of the city will be accomplished.

PERFORMANCE – FY 2003/04 GOALS AND OBJECTIVES

GOALS 1: PROVIDE A SAFE AND VIABLE PRODUCT THROUGH INSPECTIONS FOR ALL SUBDIVISIONS AND COMMERCIAL PROJECTS

Objective 1: Schedule inspections in a timely manner

Objective 2: Return all calls

GOAL 2: LEARN HOW TO USE THE PROJECT TRACKING SYSTEM

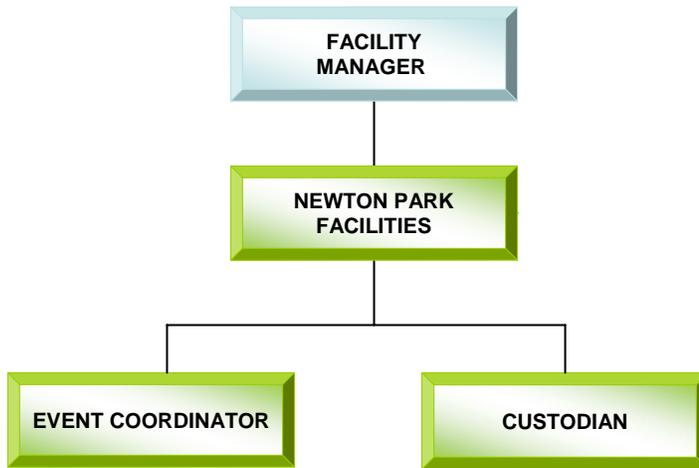
Objective 1: Hold a tracking system training class on how to use the tracking system

Objective 2: Continue data input

**CITY OF WINTER GARDEN
FY 2003/2004 BUDGET
GENERAL FUND EXPENDITURES
ENGINEERING DEPARTMENT**

	<u>2002 ACTUAL</u>	<u>2003 ORIGINAL BUDGET</u>	<u>2003 REVISED BUDGET</u>	<u>2004 PROPOSED BUDGET</u>
001-1016-541.12-00 SALARIES REGULAR	105,757	148,717	148,717	158,786
001-1016-541.14-00 SALARIES OVERTIME 1.5	50,635	42,832	42,832	50,000
001-1016-541.21-00 FICA TAXES	11,212	14,904	14,904	15,565
001-1016-541.22-00 RETIREMENT CONTRIBUTION	8,534	17,320	17,320	32,840
001-1016-541.23-00 EMPLOYEE GROUP INSURANCE	21,478	42,837	42,837	47,581
001-1016-541.24-00 WORKERS COMP INSURANCE	5,736	16,132	16,132	13,478
001-1016-541.25-00 UMEMPLOYMENT COMPENSATION	-	195	195	203
001-1016-541.28-00 EMPLOYEE ENTITLEMENT	463	777	777	778
TOTAL PERSONAL SERVICES	<u>203,815</u>	<u>283,714</u>	<u>283,714</u>	<u>319,231</u>
001-1016-541.31-04 ENGINEERING	117,253	100,000	100,000	110,000
001-1016-541.31-06 MEDICAL	36	50	50	50
001-1016-541.34-01 CONTRACTUAL SVS. MISC.	-	-	-	-
001-1016-541.34-05 COMPUTER TRAINING	-	300	300	300
001-1016-541.34-06 JANITORIAL	1,920	-	-	-
001-1016-541.34-08 PERSONNEL	132	1,000	1,000	1,000
001-1016-541.40-00 TRAVEL	18	500	500	500
001-1016-541.41-01 COMMUNICATIONS & POSTAGE	-	25	25	25
001-1016-541.41-02 TELEPHONE	4,611	6,000	6,000	4,000
001-1016-541.41-04 INTERNET	193	500	500	-
001-1016-541.41-05 POSTAGE	-	100	100	100
001-1016-541.43-00 UTILITIES	1,746	1,400	1,400	1,400
001-1016-541.44-00 LEASE	95	1,200	1,200	1,200
001-1016-541.45-00 GENERAL INSURANCE	1,899	1,064	1,064	938
001-1016-541.46-01 MISCELLANEOUS	149	-	-	-
001-1016-541.46-02 EQUIPMENT	1,172	1,300	1,300	1,300
001-1016-541.46-03 VEHICLES	2,105	1,500	1,500	1,500
001-1016-541.46-05 COMPUTER SOFTWARE	-	300	300	300
001-1016-541.46-10 BUILDING	120	-	-	-
001-1016-541.47-01 PRINTING & BINDING MISC.	77	200	200	300
001-1016-541.49-01 OT CHARGES & PYMTS MISC.	-	800	800	800
001-1016-541.49-05 LICENSES & TAXES	-	600	600	600
001-1016-541.51-00 OFFICE SUPPLIES	1,432	2,000	2,000	2,000
001-1016-541.52-01 OPERATING SUPPLIES MISC.	2,308	3,000	3,000	3,000
001-1016-541.52-03 GAS & OIL	4,030	4,000	4,000	4,500
001-1016-541.52-04 UNIFORMS	548	900	900	1,200
001-1016-541.54-01 DUES & SUBSCRIPTIONS	213	500	500	500
001-1016-541.54-02 SEMINARS & COURSES	577	1,000	1,000	1,000
TOTAL MATERIAL SERVICES	<u>140,634</u>	<u>128,239</u>	<u>128,239</u>	<u>136,513</u>
001-1016-541.64-00 MACHINERY & EQUIPMENT	-	26,700	26,700	19,600
TOTAL CAPITAL OUTLAY	-	26,700	26,700	19,600
TOTAL ENGINEERING DEPARTMENT	<u>344,449</u>	<u>438,653</u>	<u>438,653</u>	<u>475,344</u>

ORGANIZATION CHART NEWTON PARK FACILITY



**CITY OF WINTER GARDEN
FY 2003/2004 BUDGET
GENERAL FUND EXPENDITURES
NEWTON PARK FACILITIES**

	<u>2002 ACTUAL</u>	<u>2003 ORIGINAL BUDGET</u>	<u>2003 REVISED BUDGET</u>	<u>2004 PROPOSED BUDGET</u>
001-3658-575.12-00 SALARIES REGULAR	-	-	-	40,045
001-3658-575.14-00 SALARIES OVERTIME 1.5	-	-	-	-
001-3658-575.21-00 FICA TAXES	-	-	-	3,087
001-3658-575.22-00 RETIREMENT CONTRIBUTION	-	-	-	6,513
001-3658-575.23-00 EMPLOYEE GROUP INSURANCE	-	-	-	12,225
001-3658-575.24-00 WORKERS COMP INSURANCE	-	-	-	130
001-3658-575.25-00 UNEMPLOYMENT COMPENSATION	-	-	-	40
001-3658-575.28-00 EMPLOYEE ENTITLEMENT	-	-	-	-
TOTAL PERSONAL SERVICES	-	-	-	62,040
001-3658-575.31-01 PROF SVCS. MISC.	-	-	-	-
001-3658-575.31-06 MEDICAL	-	-	-	-
001-3658-575.34-01 CONTRACTUAL SVCS MISC.	-	-	-	-
001-3658-575.34-06 JANITORIAL	-	-	-	-
001-3658-575.34-08 PERSONNEL	-	-	-	-
001-3658-575.40-00 TRAVEL EXPENSE	-	-	-	-
001-3658-575.41-02 TELEPHONE	-	-	-	800
001-3658-575.41-03 RADIO	-	-	-	-
001-3658-575.41-04 INTERNET	-	-	-	-
001-3658-575.41-05 POSTAGE	-	-	-	-
001-3658-575.43-00 UTILITIES	-	-	-	-
001-3658-575.44-00 RENTALS & LEASES	-	-	-	1,500
001-3658-575.45-00 GENERAL INSURANCE	-	-	-	-
001-3658-575.46-01 REPAIRS & MAINTENANCE. MISC.	-	-	-	-
001-3658-575.46-02 EQUIPMENT	-	-	-	-
001-3658-575.46-03 VEHICLES	-	-	-	-
001-3658-575.46-06 COMPUTER HARDWARE	-	-	-	-
001-3658-575.46-10 BUILDING	-	-	-	-
001-3658-575.47-01 PRINTING & BINDING MISC.	-	-	-	-
001-3658-575.48-00 ADVERTISING	-	-	-	-
001-3658-575.49-01 OT CHARGES & PYMTS MISC.	-	-	-	-
001-3658-575.49-05 LICENSES & TAXES	-	-	-	-
001-3658-575.49-10 BAD DEPT EXPENSE	-	-	-	-
001-3658-575.51-00 OFFICE SUPPLIES	-	-	-	-
001-3658-575.52-01 OPERATING SUPPLIES MISC.	-	-	-	4,500
001-3658-575.52-02 CHEMICALS	-	-	-	-
001-3658-575.52-03 GASOLINE & OIL	-	-	-	-
001-3658-575.52-04 UNIFORMS & ACCESSORIES	-	-	-	-
001-3658-575.54-01 DUES & SUBSCRIPTIONS	-	-	-	-
001-3658-575.54-02 SEMINARS & COURSES	-	-	-	-
TOTAL MATERIAL SERVICES	-	-	-	6,800
001-3658-575.62-00 BUILDINGS	-	-	-	-
001-3658-575.63-00 IMPROVEMENT OT BLDG	-	-	-	-
001-3658-575.64-00 MACHINERY & EQUIPMENT	-	-	-	3,000
TOTAL CAPITAL OUTLAY	-	-	-	3,000
TOTAL NEWTON PARK FACILITIES DIVISION	-	-	-	71,840
TOTAL GENERAL FUND	10,461,382	13,884,461	15,468,392	14,255,408

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:

**Community Redevelopment Agency
State Revenue Sharing
General Impact Fee Fund
Law Enforcement Trust Fund
Local Law Enforcement Block Grant Trust Fund
Local Option Gas Tax Fund**

**CITY OF WINTER GARDEN
 FY 2003/2004 BUDGET
 COMMUNITY REDEVELOPMENT AGENCY FUND REVENUES**

	<u>2002 ACTUAL</u>	<u>2003 ORIGINAL BUDGET</u>	<u>2003 REVISED BUDGET</u>	<u>2004 PROPOSED BUDGET</u>
120-0213-338.00-00 SHARED REVENUES - OTHER LOCAL	175,901	208,827	208,827	229,695
120-0213-361.10-00 INVESTMENTS	61,865	57,000	57,000	15,000
120-0213-361.30-00 POOLED CASH	11,106	9,000	9,000	-
120-0213-362.00-00 RENTAL INCOME	-	-	-	-
120-0213-364.00-00 DISPOSITION OF FIXED ASSETS	-	-	1,028,323	-
120-0213-381.01-00 GENERAL FUND	146,609	174,052	174,052	191,446
120-0213-389.99-99 CARRYFORWARD FUND BAL	-	-	-	84,543
TOTAL COMMUNITY REDEVELOPMENT AGENCY FUND	<u>395,481</u>	<u>448,879</u>	<u>1,477,202</u>	<u>520,684</u>

**CITY OF WINTER GARDEN
FY 2003/2004 BUDGET
COMMUNITY REDEVELOPMENT AGENCY FUND EXPENDITURES**

	<u>2002 ACTUAL</u>	<u>2003 ORIGINAL BUDGET</u>	<u>2003 REVISED BUDGET</u>	<u>2004 PROPOSED BUDGET</u>
120-0213-552.12-00 SALARIES	37,014	37,881	37,881	30,045
120-0213-552.21-00 FICA TAXES	2,698	2,910	2,910	2,998
120-0213-552.22-00 RETIREMENT CONTRIBUTION	2,044	3,381	3,381	-
120-0213-552.23-00 EMPLOYEE GROUP INSURANCE	2,969	3,126	3,126	39
120-0213-552.24-00 WORKERS COMP INSURANCE	76	120	120	82
120-0213-552.25-00 UNEMPLOYMENT COMPENSATION	-	38	38	-
120-0213-552.28-00 EMPLOYEE ENTITLEMENT	154	155	155	155
TOTAL PERSONAL SERVICES	44,955	47,611	47,611	33,319
120-0213-552.31-01 PROF SVCS MISC.	125	200	200	-
120-0213-552.31-02 LEGAL	380	500	500	-
120-0213-552.31-04 ENGINEERING	-	-	-	70,000
120-0213-552.43-00 UTILITIES	1,017	1,100	1,100	-
120-0213-552.46-10 BUILDING	211	300	300	-
120-0213-552.48-00 ADVERTISING	-	-	-	-
120-0213-552.49-01 OT CHARGES & PYMTS MISC.	600	800	800	-
120-0213-552.52-04 UNIFORMS & ACCESSORIES	-	100	100	-
120-0213-552.54-01 DUES & SUBSCRIPTIONS	175	300	300	-
TOTAL MATERIAL SERVICES	2,508	3,300	3,300	70,000
120-0213-552.61-00 LAND	127,037	-	-	-
120-0213-552.62-00 BUILDINGS	-	-	-	-
120-0213-552.63-00 IMPROVEMENT OT BLDG	-	-	-	-
TOTAL CAPITAL OUTLAY	127,037	-	-	-
120-0213-552.72-00 INTEREST EXPENSE	51,360	29,721	29,721	35,668
120-0213-581.91-00 OTHER FUND	201,191	232,387	1,260,710	381,697
120-0213-590.90-00 TRANSFER TO FUND BALANCE	-	135,860	135,860	-
TOTAL NON-OPERATING	252,551	397,968	1,426,291	417,365
TOTAL COMMUNITY REDEVELOPMENT AGENCY FUND	427,051	448,879	1,477,202	520,684

**CITY OF WINTER GARDEN
 FY 2003/2004 BUDGET
 LAW ENFORCEMENT TRUST FUND REVENUES**

	<u>2002 ACTUAL</u>	<u>2003 ORIGINAL BUDGET</u>	<u>2003 REVISED BUDGET</u>	<u>2004 PROPOSED BUDGET</u>
121-1121-359.00-00 FORFEITURES	23,562	5,000	5,000	5,000
121-1121-361.10-00 INVESTMENTS	549	74	74	75
121-1121-361.30-00 POOLED CASH	94	2	2	-
121-1121-389.99-99 CARRYFORWARD FUND BAL	-	-	-	-
121-1421-389.99-99 CARRYFORWARD FUND BAL	-	-	-	-
TOTAL LAW ENFORCEMENT TRUST FUND	<u>24,205</u>	<u>5,076</u>	<u>5,076</u>	<u>5,075</u>

**CITY OF WINTER GARDEN
 FY 2003/2004 BUDGET
 LAW ENFORCEMENT TRUST FUND EXPENDITURES**

	<u>2002</u> <u>ACTUAL</u>	<u>2003</u> <u>ORIGINAL</u> <u>BUDGET</u>	<u>2003</u> <u>REVISED</u> <u>BUDGET</u>	<u>2004</u> <u>PROPOSED</u> <u>BUDGET</u>
121-1221-521.46-03 VEHICLES	-	-	-	-
121-1221-521.49-01 OT CHARGES & PYMTS MISC.	-	-	-	-
121-1221-521.51-00 OFFICE SUPPLIES	-	-	-	-
121-1221-521.52-01 OPERATING SUPPLIES MISC.	18,536	-	-	5,075
121-1421-521.52-01 OPERATING SUPPLIES MISC.	10,853	-	-	-
121-1221-521.52-04 UNIFORMS & ACCESSORIES	-	-	-	-
TOTAL MATERIAL SERVICES	29,389	-	-	5,075
121-1221-521.64-00 MACHINERY & EQUIPMENT	42,402	5,076	5,076	-
TOTAL CAPITAL OUTLAY	42,402	5,076	5,076	-
TOTAL LAW ENFORCEMENT TRUST FUND	71,791	5,076	5,076	5,075

**CITY OF WINTER GARDEN
 FY 2003/2004 BUDGET
 LOCAL LAW ENFORCEMENT BLOCK GRANT FUND REVENUES**

	<u>2002</u> <u>ACTUAL</u>	<u>2003</u> <u>ORIGINAL</u> <u>BUDGET</u>	<u>2003</u> <u>REVISED</u> <u>BUDGET</u>	<u>2004</u> <u>PROPOSED</u> <u>BUDGET</u>
122-0021-331.21-00 LOCAL LAW ENFORCEMENT GRANT	30,644	23,645	23,645	16,243
122-0021-361.10-00 INVESTMENTS	330	309	309	-
122-0021-361.30-00 POOLED CASH	55	36	36	-
122-0021-381.01-00 GENERAL FUND	3,405	2,627	2,627	1,804
TOTAL LAW ENFORCEMENT SPECIAL REVENUE FUND	34,434	26,617	26,617	18,047

**CITY OF WINTER GARDEN
 FY 2003/2004 BUDGET
 LOCAL LAW ENFORCEMENT BLOCK GRANT FUND EXPENDITURES**

	<u>2002 ACTUAL</u>	<u>2003 ORIGINAL BUDGET</u>	<u>2003 REVISED BUDGET</u>	<u>2004 PROPOSED BUDGET</u>
122-0521-521.51-00 OTHER CHARGES & PAYMENTS MISC.	-	5,090	5,090	-
122-0521-521.52-01 OPERATING SUPPLIES	<u>8,622</u>	<u>11,172</u>	<u>11,172</u>	<u>-</u>
TOTAL MATERIAL SERVICES	8,622	16,262	16,262	-
122-0521-521.64-00 MACHINERY & EQUIPMENT	<u>11,726</u>	<u>10,000</u>	<u>10,000</u>	<u>18,047</u>
TOTAL CAPITAL OUTLAY	11,726	10,000	10,000	18,047
122-0521-590.90-00 TRANSFER TO FUND BALANCE	<u>-</u>	<u>355</u>	<u>355</u>	<u>-</u>
TOTAL NON-OPERATING	-	355	355	-
TOTAL LOCAL LAW ENFORCEMENT BLOCK GRANT FUND	<u>20,348</u>	<u>26,617</u>	<u>26,617</u>	<u>18,047</u>

**CITY OF WINTER GARDEN
 FY 2003/2004 BUDGET
 REVENUE SHARING FUND REVENUES**

	<u>2002</u> <u>ACTUAL</u>	<u>2003</u> <u>ORIGINAL</u> <u>BUDGET</u>	<u>2003</u> <u>REVISED</u> <u>BUDGET</u>	<u>2004</u> <u>PROPOSED</u> <u>BUDGET</u>
150-0000-335.12-00 STATE REVENUE PROCEEDS	447,685	492,968	492,968	509,454
TOTAL REVENUE SHARING FUND	447,685	492,968	492,968	509,454

**CITY OF WINTER GARDEN
 FY 2003/2004 BUDGET
 REVENUE SHARING SPECIAL REVENUE FUND EXPENDITURES**

	<u>2002 ACTUAL</u>	<u>2003 ORIGINAL BUDGET</u>	<u>2003 REVISED BUDGET</u>	<u>2004 PROPOSED BUDGET</u>
150-0000-581.01-00 GENERAL FUND	329,396	314,775	314,775	330,000
150-0000-581.23-00 REV & IMPROVEMENT DEBT SERVICE	-	-	-	-
150-0000-581.90-00 OPERATING TRANSFER	118,289	178,193	178,193	179,454
TOTAL NON-OPERATING	447,685	492,968	492,968	509,454
TOTAL REVENUE SHARING FUND	447,685	492,968	492,968	509,454

**CITY OF WINTER GARDEN
 FY 2003/2004 BUDGET
 LOCAL OPTION GAS TAX FUND REVENUES**

	<u>2002</u> <u>ACTUAL</u>	<u>2003</u> <u>ORIGINAL</u> <u>BUDGET</u>	<u>2003</u> <u>REVISED</u> <u>BUDGET</u>	<u>2004</u> <u>PROPOSED</u> <u>BUDGET</u>
160-0041-361.10-00 INVESTMENTS	6,177	9,945	9,945	-
160-0041-361.30-00 POOLED CASH	1,112	702	702	-
160-0741-312.41-00 LOCAL OPTION GAS TAX	569,203	559,225	559,225	627,000
160-0741-381.99-99 FUND BALANCE	-	-	139,318	242,918
TOTAL LOCAL OPTION GAS TAX FUND	576,492	569,872	709,190	869,918

**CITY OF WINTER GARDEN
FY 2003/2004 BUDGET
LOCAL OPTION GAS TAX FUND EXPENDITURES**

	<u>2002</u> <u>ACTUAL</u>	<u>2003</u> <u>ORIGINAL</u> <u>BUDGET</u>	<u>2003</u> <u>REVISED</u> <u>BUDGET</u>	<u>2004</u> <u>PROPOSED</u> <u>BUDGET</u>
160-0741-541.49-08 STREET LIGHTS	-	100,000	100,000	100,000
TOTAL MATERIAL SERVICES	-	100,000	100,000	100,000
160-0741-541.63-00 STREETS	763,918	379,190	609,190	769,918
TOTAL CAPITAL OUTLAY	763,918	379,190	609,190	769,918
160-0741-581.91-03 FISCAL YR. 2000 LOAN	16,707	-	-	-
160-0741-590.90-00 TRANSFER TO FUND BALANCE	-	90,682	-	-
160-0741-590.99-00 OTHER USES	-	-	-	-
TOTAL NON-OPERATING	16,707	90,682	-	-
TOTAL LOCAL OPTION GAS TAX FUND	780,625	569,872	709,190	869,918

**CITY OF WINTER GARDEN
FY 2003/2004 BUDGET
GENERAL IMPACT FEE FUND REVENUES**

	<u>2002 ACTUAL</u>	<u>2003 ORIGINAL BUDGET</u>	<u>2003 REVISED BUDGET</u>	<u>2004 PROPOSED BUDGET</u>
<u>ADMINISTRATION DIVISION</u>				
170-0213-361.10-00	114,720	110,000	110,000	120,000
170-0213-361.11-00	-	-	-	-
170-0213-361.30-00	713	10,000	10,000	-
170-0213-367.00-00	40,606	35,000	35,000	20,000
170-0213-361.11-00	-	-	-	-
TOTAL ADMINISTRATION DIVISION	156,039	155,000	155,000	140,000
<u>POLICE-SWORN DIVISION</u>				
170-0021-363.22-00	145,625	144,605	144,605	140,000
170-0021-381.99-99	-	-	37,048	-
TOTAL POLICE-SWORN DIVISION	145,625	144,605	181,653	140,000
<u>FIRE DEPARTMENT</u>				
170-0022-363.22-00	149,346	149,627	149,627	135,000
170-0022-389.99-99	-	140,472	151,072	-
TOTAL FIRE DEPARTMENT	149,346	290,099	300,699	135,000
<u>STREETS DIVISION</u>				
170-0741-363.24-00	865,761	860,273	960,273	900,000
170-0741-369.90-00	1,000	-	-	-
170-0741-389.99-99	-	843,221	2,123,226	-
TOTAL STREETS DIVISION	866,761	1,703,494	3,083,499	900,000
<u>RECREATION DIVISION</u>				
170-0072-363.27-00	249,885	252,246	252,246	200,000
170-0072-389.99-99	-	-	-	-
TOTAL RECREATION DIVISION	249,885	252,246	252,246	200,000
TOTAL GENERAL IMPACT FEES FUND	<u>1,567,656</u>	<u>2,545,444</u>	<u>3,973,097</u>	<u>1,515,000</u>

**CITY OF WINTER GARDEN
 FY 2003/2004 BUDGET
 GENERAL IMPACT FEES SPECIAL REVENUE FUND EXPENDITURES
 POLICE DEPARTMENT**

	<u>2002 ACTUAL</u>	<u>2003 ORIGINAL BUDGET</u>	<u>2003 REVISED BUDGET</u>	<u>2004 PROPOSED BUDGET</u>
170-0021-521.49-01 OT CHARGES & PYMTS MISC.	328	-	-	-
170-0021-521.52.01 MISCELLANEOUS	1,855	-	29,524	-
170-0021-521.52-04 UNIFORMS	-	-	7,524	-
TOTAL MATERIAL SERVICES	2,183	-	37,048	-
170-0021-521.64-00 MACHINERY & EQUIPMENT	24,797	28,000	28,000	42,500
170-0521-521.64-00 MACHINERY & EQUIPMENT	-	-	-	-
TOTAL CAPITAL OUTLAY	24,797	28,000	28,000	42,500
170-0021-581.91-03 FISCAL YR. 2000 LOAN	14,142	-	-	-
170-0021-590.90-00 TRANSFER TO FUND BALANCE	-	143,417	143,417	114,287
TOTAL NON-OPERATING	14,142	143,417	143,417	114,287
TOTAL POLICE DEPARTMENT	41,122	171,417	208,465	156,787

**CITY OF WINTER GARDEN
 FY 2003/2004 BUDGET
 GENERAL IMPACT FEES SPECIAL REVENUE FUND EXPENDITURES
 FIRE DEPARTMENT**

	<u>2002 ACTUAL</u>	<u>2003 ORIGINAL BUDGET</u>	<u>2003 REVISED BUDGET</u>	<u>2004 PROPOSED BUDGET</u>
170-0022-522.43.00 UTILITY SERVICES	149	-	-	-
170-0022-522.52-01 OPERATING SUPPLIES MISC.	5,680	14,000	18,000	-
170-0022-522.52-04 UNIFORMS & ACCESSORIES	2,792	6,500	13,100	-
TOTAL MATERIAL SERVICES	8,621	20,500	31,100	-
170-0022-522.62-00 BUILDINGS	97,258	-	-	-
170-0022-522.64-00 MACHINERY & EQUIPMENT	29,470	285,500	285,500	-
TOTAL CAPITAL OUTLAY	126,728	285,500	285,500	-
170-0022-581.91-03 FISCAL YR 2000 LOAN	7,181	-	-	-
170-0022-590.90-00 TRANSFER TO FUND BALANCE	-	-	-	148,933
TOTAL NON-OPERATING EXPENSES	7,181	-	-	148,933
TOTAL FIRE DEPARTMENT	142,530	306,000	316,600	148,933

**CITY OF WINTER GARDEN
 FY 2003/2004 BUDGET
 GENERAL IMPACT FEES SPECIAL REVENUE FUND EXPENDITURES
 STREETS DIVISION**

	<u>2002 ACTUAL</u>	<u>2003 ORIGINAL BUDGET</u>	<u>2003 REVISED BUDGET</u>	<u>2004 PROPOSED BUDGET</u>
170-0741-541.31-01 PROF SVCS MISC.	(14)	-	-	-
170-0741-541-31.02 LEGAL	169	-	-	-
170-0741-541.31-04 ENGINEERING	-	-	-	-
TOTAL MATERIAL SERVICES	155	-	-	-
170-0741-541.61-00 LAND	286,133	1,340,000	1,853,935	500,000
170-0741-541.63-00 IMPROVEMENTS OT BUILDINGS	277,662	440,864	1,306,934	95,000
TOTAL CAPITAL OUTLAY	563,795	1,780,864	3,160,869	595,000
170-0042-590.90-00 TRANSFER TO FUND BALANCE	-	-	-	389,996
TOTAL NON-OPERATING EXPENSES	-	-	-	389,996
TOTAL STREETS DIVISION	563,950	1,780,864	3,160,869	984,996

**CITY OF WINTER GARDEN
 FY 2003/2004 BUDGET
 GENERAL IMPACT FEES SPECIAL REVENUE FUND EXPENDITURES
 PARKS AND RECREATION DEPARTMENT**

	<u>2002</u> <u>ACTUAL</u>	<u>2003</u> <u>ORIGINAL</u> <u>BUDGET</u>	<u>2003</u> <u>REVISED</u> <u>BUDGET</u>	<u>2004</u> <u>PROPOSED</u> <u>BUDGET</u>
170-0072-572.61-00 LAND	194,070	-	-	-
170-0072-572.63-00 IMPROVEMENTS OT BUILDINGS	-	30,475	30,475	-
170-0072-572.64-00 MACHINERY AND EQUIPMENT	-	-	-	-
TOTAL CAPITAL OUTLAY	194,070	30,475	30,475	-
170-0072-572.72-00 INTEREST EXPENSE	-	-	-	-
170-0072-581.91-03 FISCAL YEAR 2000 LOAN	4,635	-	-	-
170-0072-590.90-00 TRANSFER TO FUND BALANCE	-	256,688	256,688	224,284
TOTAL NON-OPERATING EXPENSES	4,635	256,688	256,688	224,284
TOTAL PARKS AND RECREATION DEPARTMENT	198,705	287,163	287,163	224,284
TOTAL GENERAL IMPACT FEES SPECIAL REVENUE FUND	946,307	2,545,444	3,973,097	1,515,000

**CITY OF WINTER GARDEN
 FY 2003/2004 BUDGET
 TRANSPORTATION IMPACT FEES SOUTH OF THE TURNPIKE FUND REVENUES**

	<u>2002</u> <u>ACTUAL</u>	<u>2003</u> <u>ORIGINAL</u> <u>BUDGET</u>	<u>2003</u> <u>REVISED</u> <u>BUDGET</u>	<u>2004</u> <u>PROPOSED</u> <u>BUDGET</u>
171-0000-361.10-00 INVESTMENTS	4,948	8,000	8,000	10,000
171-0000-361.30-00 POOLED CASH	891	1,000	1,000	-
TOTAL INVESTMENTS	5,839	9,000	9,000	10,000
171-0741-389.99-99 CARRY FORWARD FUND BALANCE	-	-	2,512,247	-
171-0741-363.24-00 TRANSPORTATION IMPACT FEES	209,641	179,448	179,448	300,000
TOTAL TRANSPORTATION DEPARTMENT	209,641	179,448	2,691,695	300,000
TOTAL TRANSPORTATION IMPACT FEE SOUTH OF TURNPIKE	215,480	188,448	2,700,695	310,000

**CITY OF WINTER GARDEN
 FY 2003/2004 BUDGET
 TRANSPORTATION IMPACT FEES SOUTH OF TURNPIKE FUND EXPENDITURES**

	<u>2002 ACTUAL</u>	<u>2003 ORIGINAL BUDGET</u>	<u>2003 REVISED BUDGET</u>	<u>2004 PROPOSED BUDGET</u>
171-0741-541.31-02	308	-	-	-
171-0741-541.31-04	-	-	-	-
	308	-	-	-
171-0741-541.61-00	1,240	-	-	-
171-0741-541.63-00	21,476	-	2,512,247	-
	22,716	-	2,512,247	-
170-0741-590.90-00	-	188,448	188,448	310,000
	-	188,448	188,448	310,000
TOTAL TRANSPORTATION IMPACT FEES SOUTH OF TURNPIKE FUND	23,024	188,448	2,700,695	310,000

**CITY OF WINTER GARDEN
 FY 2003/2004 BUDGET
 TRANSPORTATION IMPACT FEES OOCEA PLEDGE FUND REVENUES**

	<u>2002 ACTUAL</u>	<u>2003 ORIGINAL BUDGET</u>	<u>2003 REVISED BUDGET</u>	<u>2004 PROPOSED BUDGET</u>
172-0000-361.10-00 INVESTMENTS	10,787	18,000	18,000	18,000
172-0000-361.30-00 POOLED CASH	1,947	3,000	3,000	-
TOTAL INVESTMENTS	12,734	21,000	21,000	18,000
172-0741-363.24-00 TRANSPORTATION IMPACT FEE	628,924	538,345	538,345	1,000,000
172-0741-384.00-00 DEBT PROCEEDS	997,039	995,543	955,543	-
172-0741-389.99-99 CARRY FORWARD FUND BAL	-	-	-	1,982,000
TOTAL TRANSPORTATION DEPARTMENT	1,625,963	1,533,888	1,493,888	2,982,000
TOTAL TRANSPORTATION IMPACT FEES OOCEA PLEDGE	<u>1,638,697</u>	<u>1,554,888</u>	<u>1,514,888</u>	<u>3,000,000</u>

**CITY OF WINTER GARDEN
 FY 2003/2004 BUDGET
 TRANSPORTATION IMPACT FEES/OCEA PLEDGE FUND EXPENDITURES**

	<u>2002</u> <u>ACTUAL</u>	<u>2003</u> <u>ORIGINAL</u> <u>BUDGET</u>	<u>2003</u> <u>REVISED</u> <u>BUDGET</u>	<u>2004</u> <u>PROPOSED</u> <u>BUDGET</u>
172-0741-517.72-00 INTEREST	-	-	-	274,357
172-0741-541.61-00 LAND	-	-	-	-
172-0741-541.63-00 IMPROVEMENTS OTHER THAN BLDG.	<u>999,842</u>	<u>955,543</u>	<u>955,543</u>	-
TOTAL CAPITAL OUTLAY	999,842	955,543	955,543	274,357
172-0741-541.71-00 PRINCIPAL PAYMENT	-	-	-	2,725,643
172-0042-581.91-00 TRANSFERS	-	305,904	305,904	-
172-0042-590.90-00 TRANSFER TO FUND BALANCE	-	<u>253,441</u>	<u>253,441</u>	-
	-	559,345	559,345	2,725,643
TOTAL TRANSPORTATION IMPACT FEES/OCEA FUNI	<u>999,842</u>	<u>1,514,888</u>	<u>1,514,888</u>	<u>3,000,000</u>

DEBT SERVICE FUND

The Debt Service Fund is used for the accumulation of resources for the payment of the principal and interest on the Guaranteed Entitlement Revenue Bonds, Series 1999 and the Capital Improvement Revenue Bonds, Series 1999.

**CITY OF WINTER GARDEN
FY 2003/2004 BUDGET
DEBT SERVICE FUND REVENUES**

	<u>2002 ACTUAL</u>	<u>2003 ORIGINAL BUDGET</u>	<u>2003 REVISED BUDGET</u>	<u>2004 PROPOSED BUDGET</u>
230-0000-361.10-00 INVESTMENTS	2,663	3,213	3,213	1,500
230-0000-361.30-00 POOLED CASH	483	219	219	-
TOTAL INVESTMENTS	3,146	3,432	3,432	1,500
230-0000-381.12-00 COMMUNITY REDEVELOPMENT	-	182,410	182,410	330,931
230-0000-381.15-00 STATE REV SHARING TRUST FUND	379,248	178,193	178,193	179,454
230-0000-381.17-00 IMPACT FEE FND	-	305,904	305,904	-
230-0000-381.41-00 UTIL OPERATING FUND	-	27,978	27,978	27,761
230-0000-381.91-03 FISCAL YR. 2000 LOAN	261,779	141,269	141,269	141,268
TOTAL NON-OPERATING	641,027	835,754	835,754	679,414
TOTAL DEBT SERVICE FUND	644,173	839,186	839,186	680,914

**CITY OF WINTER GARDEN
FY 2003/2004 BUDGET
DEBT SERVICE FUND EXPENDITURES**

	<u>2002</u> <u>ACTUAL</u>	<u>2003</u> <u>ORIGINAL</u> <u>BUDGET</u>	<u>2003</u> <u>REVISED</u> <u>BUDGET</u>	<u>2004</u> <u>PROPOSED</u> <u>BUDGET</u>
230-0000-517.71-00 PRINCIPAL	153,289	185,000	185,000	340,521
230-0000-517.71-01 SERIES 1999 (2) LOAN	237,879	128,649	128,649	134,811
230-0000-517.72-00 INTEREST EXPENSE	229,015	512,917	512,917	199,125
230-0000-517.72-01 SERIES 1999 (2) LOAN	<u>23,900</u>	<u>12,620</u>	<u>12,620</u>	<u>6,457</u>
TOTAL NON-OPERATING EXPENSES	644,083	839,186	839,186	680,914
TOTAL DEBT SERVICE FUND	<u>644,083</u>	<u>839,186</u>	<u>839,186</u>	<u>680,914</u>

CAPITAL PROJECTS FUND

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 two Capital Projects Funds:

The Capital Projects Fund

The Capital Projects Fund – Downtown Renovations

**CITY OF WINTER GARDEN
 FY 2003/2004 BUDGET
 CAPITAL PROJECTS FUND REVENUES**

	<u>2002 ACTUAL</u>	<u>2003 ORIGINAL BUDGET</u>	<u>2003 REVISED BUDGET</u>	<u>2004 PROPOSED BUDGET</u>
330-0000-361.10-00 INVESTMENTS	1,731	1,855	1,855	-
330-0000-361.30-00 POOLED CASH	312	651	651	-
330-0000-389.90-00 USE OF FUND BALANCE	-	-	-	224,391
TOTAL INVESTMENTS	2,043	2,506	2,506	224,391
 TOTAL CAPITAL PROJECTS FUND	 2,043	 2,506	 2,506	 224,391

**CITY OF WINTER GARDEN
 FY 2003/2004 BUDGET
 CAPITAL PROJECTS FUND EXPENDITURES**

	<u>2002 ACTUAL</u>	<u>2003 ORIGINAL BUDGET</u>	<u>2003 REVISED BUDGET</u>	<u>2004 PROPOSED BUDGET</u>
330-0000-581.90-00 INTERFUND TRANSFER	-	-	-	224,391
330-0000-590.90-00 TRANSFER TO FUND BALANCE	-	2,506	2,506	-
TOTAL CAPITAL PROJECTS FUND	-	2,506	2,506	224,391

**CITY OF WINTER GARDEN
 FY 2003/2004 BUDGET
 CAPITAL PROJECTS FUNDS-DOWNTOWN RENOVATIONS REVENUES**

	<u>2002 ACTUAL</u>	<u>2003 ORIGINAL BUDGET</u>	<u>2003 REVISED BUDGET</u>	<u>2004 PROPOSED BUDGET</u>
332-0213-334.50-00 ECONOMIC ENVIRONMENT	-	-	-	-
332-0213-381.00-00 INTERFUND TRANSFER	-	-	1,200,000	-
332-0213-381.99-99 FUNDBALANCE	-	2,047,929	2,643,424	-
TOTAL CAPITAL PROJECTS FUND	-	2,047,929	3,843,424	-

**CITY OF WINTER GARDEN
FY 2003/2004 BUDGET
CAPITAL PROJECTS-DOWNTOWN RENOVATIONS FUND EXPENDITURES**

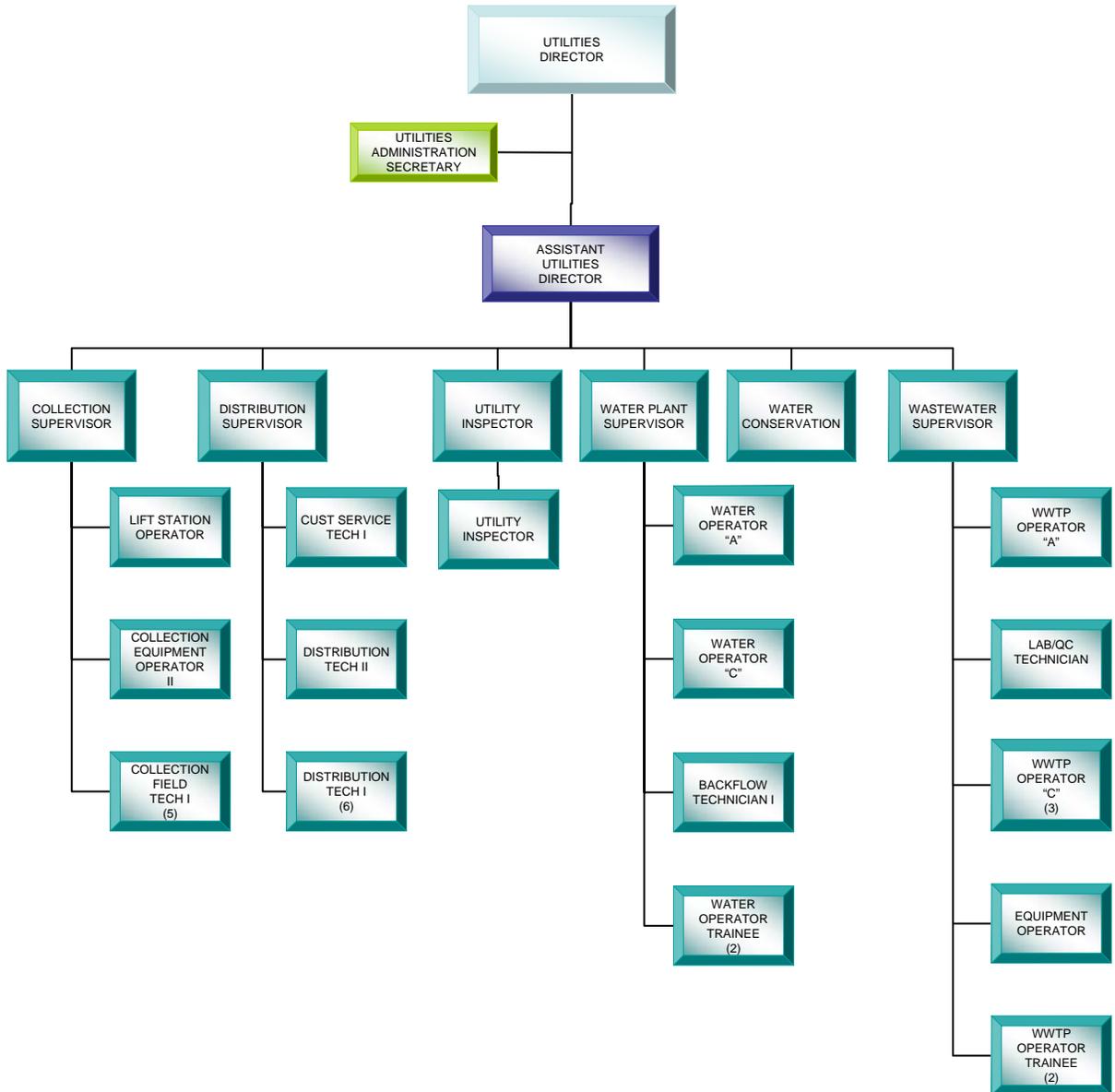
	<u>2002 ACTUAL</u>	<u>2003 ORIGINAL BUDGET</u>	<u>2003 REVISED BUDGET</u>	<u>2004 PROPOSED BUDGET</u>
<u>ADMINISTRATION</u>				
332-0213-552.12-00 SALARIES	1,842	-	-	-
332-0213-552.21-00 FICA TAXES	137	-	-	-
332-0213-552.22-00 RETIREMENT CONTRIBUTIONS	177	-	-	-
332-0213-552.23-00 LIFE AND HEALTH INSURANCE	237	-	-	-
332-0213-552.24-00 WORKER'S COMPENSATION	71	-	-	-
332-0213-552.31-01 CONTRACTUAL SVS. MISC.	-	-	-	-
332-0213-552.31-02 LEGAL	-	-	-	-
332-0213-552.31-04 ENGINEERING	-	-	-	-
332-0213-552.48-00 ADVERTISING-INDUSTRY DEVELOP.	-	-	-	-
TOTAL MATERIAL SERVICES	2,464	-	-	-
332-0213-552.62-00 BUILDINGS	3,559	-	-	-
332-0213-552.63-00 IMPROVEMENTS	2,138,789	2,047,929	3,843,424	-
332-0213-552.64-00 MACHINERY & EQUIPMENT	15,605	-	-	-
TOTAL CAPITAL OUTLAY	2,157,953	2,047,929	3,843,424	-
TOTAL ADMINISTRATION	2,160,417	2,047,929	3,843,424	-
TOTAL CAPITAL PROJECTS FUND	2,160,417	2,047,929	3,843,424	-

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
Stormwater Management
Solid Waste
Trailer City**

ORGANIZATION CHART UTILITIES DEPARTMENT



**CITY OF WINTER GARDEN
UTILITIES DEPARTMENT**

MISSION STATEMENT: To provide an effective and efficient level of service to our customers in the production of drinking water, treatment of wastewater, and maintenance of our utility systems, and to protect and educate the public on conservation measures, our natural resources and the environment.

Administration Division

STATUS REPORT – FY 2002/03 GOALS AND OBJECTIVES

GOAL 1: INCREASE LEVEL OF METER INSPECTION

Objective 1: Install a meter inspection phone line

Objective 2: Begin 100% inspection of new meter connections on new developments

Status 1: Accomplished

Status 2: All meter connections are now being inspected

GOAL 2: AUTOMATION OF FIRE LINE BILLING

Objective 1: Set up new rate codes for annual billing

Objective 2: Enter fire protection information with each new commercial account

Status 1: Ongoing

Status 2: Ongoing

GOAL 3: MAPPING OF HYDRANTS

Objective 1: Renumber all hydrants with a grid system

Objective 2: Record latitude and longitude of hydrants in database

Status 1: Accomplished

Status 2: 80% complete

FY 2003/04 GOALS AND OBJECTIVES

GOAL 1: MAPPING OF UTILITY LINES, VALVES AND MANHOLES

Objective 1: Convert AutoCAD water and sewer maps to GIS format

Objective 2: Assign map numbers to all field appurtenances

Objective 3: Assign State Plane coordinates to facilities in GIS database

GOAL 2: AUTOMATION OF FIRE LINE BILLING

Objective 1: Set up new rate codes for annual billing

Objective 2: Enter fire protection information with each new commercial account

GOAL 3: USE LAPTOP PC FOR WATER CONSERVATION FIELD OPS

- Objective 1: Irrigation Field Inspections
- Objective 2: Voluntary Customer Irrigation Audits

Water Division

STATUS REPORT – FY 2002/03 GOALS AND OBJECTIVES

GOAL 1: INCREASE WATER MONITORING CAPABILITY

- Objective 1: Install Supervisor Control and Data Acquisition (SCADA) system at the new Southwest WTP
- Objective 2: Integrate SCADA with other two water plants

- Status 1: Under construction*
- Status 2: Under construction*

GOAL 2: INCREASE WATER TREATMENT PLANT (WTP) CAPACITY

- Objective 1: Accomplished construction of new Southwest WTP
- Objective 2: Construct new raw water line from Boyd to Palmetto WTP

- Status 1: Under construction*
- Status 2: Accomplished*

GOAL 3: DECOMMISSION BOYD STREET WATER PLANT

- Objective 1: Accomplished construction of raw water main to Palmetto WTP
- Objective 2: Connect Boyd Street well to Palmetto WTP via the new raw water main
- Objective 3: Upgrade existing well house and controls
- Objective 4: Demolish existing ground storage tank and aerator at Boyd Street

- Status 1: Accomplished*
- Status 2: Accomplished*
- Status 3: Fall 2003*
- Status 4: Accomplished*

GOAL 4: WATER CONSERVATION

- Objective 1: Hire a new Water Conservation Officer
- Objective 2: Implement and enforce conservation measures

- Status 1: Accomplished*
- Status 2: Accomplished*

FY 2003/04 GOALS AND OBJECTIVES

GOAL 1: INCREASE WATER MONITORING CAPABILITY

- Objective 1: Accomplished installation of SCADA at the new Southwest WTP
- Objective 2: Integrate SCADA at Southwest Wastewater Treatment Plant (WWTP) with other two water plants

GOAL 2: INCREASE WATER PLANT CAPACITY

- Objective 1: Accomplished construction of new Southwest WTP
- Objective 2: Build new well house at Boyd well site

GOAL 3: CONVERT FROM CHLORINE GAS TO SODIUM HYPOCHLORITE

- Objective 1: Modify Palmetto and Fullers WTP to sodium hypochlorite disinfection
- Objective 2: Construct new sodium hypochlorite feed system at Boyd well site

Wastewater Division

STATUS REPORT – FY 2002/03 GOALS AND OBJECTIVES

GOAL 1: INCREASE WASTEWATER PLANT CAPACITY

- Objective 1: Accomplished financing of WWTP addition
- Objective 2: Begin Construction of WWTP addition

Status 1: Accomplished
Status 2: Under construction

GOAL 2: INCREASE RE-USE WATER USE

- Objective 1: Plan for expanded re-use outside City (i.e. Conserve II and City of Apopka)
- Objective 2: Plan for increased demand for reclaimed water by new customers in City
- Objective 3: Plan timeframes for implementation inside and outside of City's service area
- Objective 4: Begin design of re-use distribution system

Status 1: Apopka plan is accomplished, Conserve II in progress
Status 2: New subdivisions now required to install re-use lines
Status 3: Re-use master plan is in progress
Status 4: Re-use master plan is in progress

FY 2003/04 GOALS AND OBJECTIVES

GOAL 1: INCREASE WASTEWATER PLANT CAPACITY

- Objective 1: Accomplished construction of WWTP addition

Objective 2: Construct capacity improvements at pond disposal site

GOAL 2: INCREASE RE-USE WATER USE

Objective 1: Begin construction of re-use line to Apopka

Objective 2: Accomplished Re-use Master Plan

Distribution Division

STATUS REPORT – FY 2002/03 GOALS AND OBJECTIVES

GOAL 1: REDUCE LABOR REQUIRED FOR METER READING

Objective 1: Continue replacement of manual-read meters with new radio-read meters

Objective 2: All new meters to be set with an automatic transponder

Status 1: Replaced approximately 1000 old meters this year

Status 2: All new meters are set with transponder

GOAL 2: REDUCE UNACCOUNTED WATER

Objective 1: Replace 1000 old ¾” and 1” meters with new automatic meters

Objective 2: Calibrate and repair all large meters annually

Status 1: Accomplished

Status 2: Annual calibration is being performed

FY 2003/04 GOALS AND OBJECTIVES

GOAL 1: REDUCE LABOR REQUIRED FOR METER READING

Objective 1: Continue replacement of existing manual-read meters with new radio-read meters

Objective 2: All new meters are set with an automatic transponder

GOAL 2: REDUCE UNACCOUNTED WATER

Objective 1: Replace 1000 old ¾” and 1” meters with new automatic meters

Objective 2: Calibrate and repair all large meters annually

Objective 3: Do monthly inspection of zero-read meters for malfunctions

Collection Division

STATUS REPORT – FY 2002/03 GOALS AND OBJECTIVES

GOAL 1: REDUCE INFLOW AND INFILTRATION IN COLLECTION SYSTEM

Objective 1: Reline at least 15 manholes to prevent groundwater inflow

Objective 2: Clean and inspect at least 40,000 feet of sanitary sewer mains annually to reduce inflow and infiltration

Objective 3: Smoke test at least 20,000 feet of sanitary sewer lines annually to reduce inflow and infiltration

Status 1: Accomplished

Status 2: Accomplished

Status 3: Accomplished

GOAL 2: UPGRADE LIFT STATION OPERATION

Objective 1: Reline and rebuild at least one lift station per year

Objective 2: Enter maintenance records on computer

Status 1: Accomplished

Status 2: Accomplished

FY 2003/04 GOALS AND OBJECTIVES

GOAL 1: REDUCE INFLOW AND INFILTRATION IN COLLECTION SYSTEM

Objective 1: Reline at least 15 manholes to prevent groundwater inflow

Objective 2: Clean and inspect at least 40,000 feet of sanitary sewer mains annually to reduce inflow and infiltration

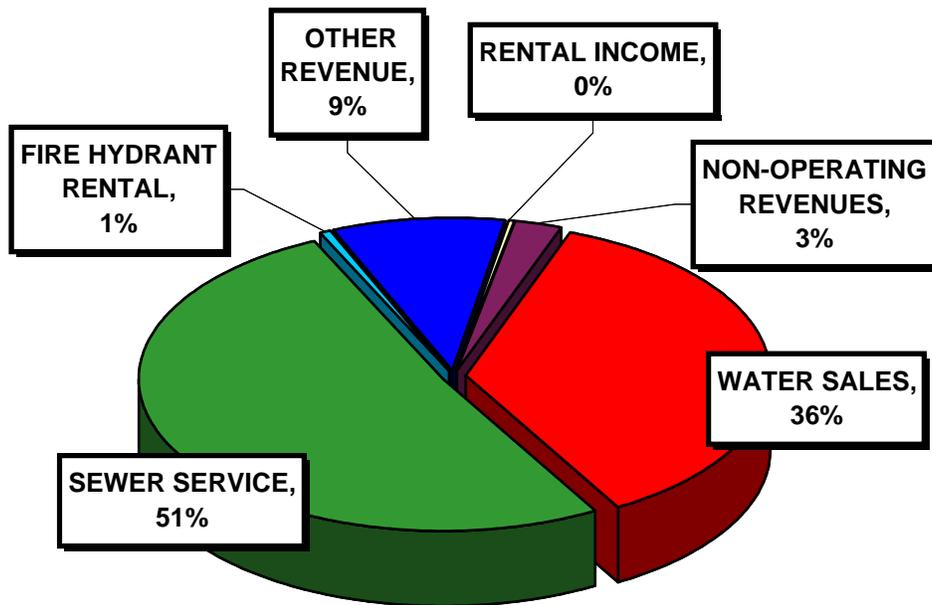
Objective 3: Smoke test at least 20,000 feet of sanitary sewer lines annually to reduce inflow and infiltration

GOAL 2: UPGRADE LIFT STATION OPERATION

Objective 1: Reline and rebuild at least one lift station per year

Objective 2: Enter maintenance records on computer

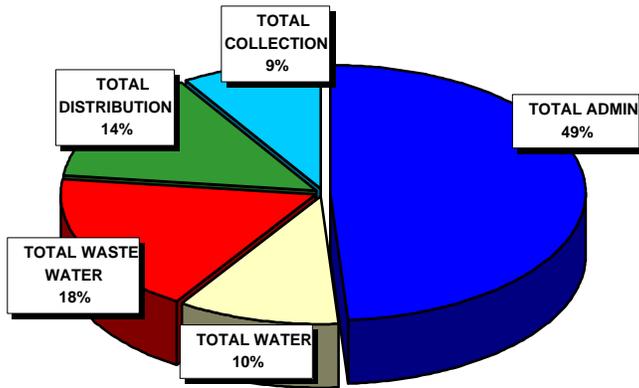
**CITY OF WINTER GARDEN
 FY 2003/2004
 UTILITIES OPERATING FUND
 REVENUES BY SOURCE**



Water Sales	\$2,124,857
Sewer Service	3,032,811
Fire Hydrant Rental	36,705
Other Rental	529,256
Rental Income	18,000
Non-Operating	<u>150,000</u>
	<u>\$5,891,629</u>

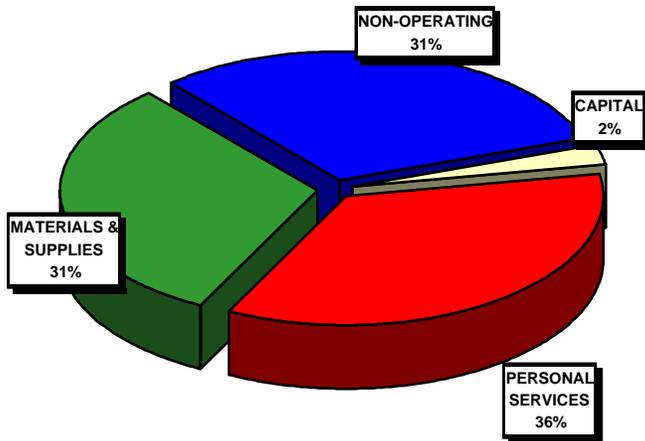
**CITY OF WINTER GARDEN
FY 2003/2004
UTILITIES OPERATING FUND**

USES BY DEPARTMENT



Administration	\$ 2,802,280
Water	596,874
Wastewater	1,021,196
Distribution	815,988
Collection	<u>508,641</u>
Total	5,744,979
Capital	<u>146,650</u>
Grand Total	\$ <u>5,891,629</u>

USES BY CATEGORY



Personal Services	\$ 2,084,680
Materials & Supplies	1,829,539
Non-Operating	1,830,760
Capital	<u>146,650</u>
	\$ <u>5,891,629</u>

**CITY OF WINTER GARDEN
FY 2003/2004 BUDGET
UTILITIES OPERATING FUND REVENUES**

	<u>2002 ACTUAL</u>	<u>2003 ORIGINAL BUDGET</u>	<u>2003 REVISED BUDGET</u>	<u>2004 PROPOSED BUDGET</u>
410-2116-329.01-00 GROUNDWATER REMEDIATION	50	-	-	-
410-2116-329.09-00 IRRIGATION & WELLS	20,210	21,632	21,632	-
410-2116-343.30-00 WATER SERVICE	2,084,932	2,062,522	2,062,522	2,124,857
410-2116-343.30-01 INITIATION FEE	24,535	25,499	25,499	25,499
410-2116-343.31-01 METER INSTALLATIONS	445,742	430,287	430,287	350,465
410-2116-343.33-00 SERVICE CHARGES	103,284	99,780	99,780	127,421
410-2116-343.50-00 SEWER SERVICE	2,774,386	2,860,767	2,860,767	3,032,811
410-2116-343.67-00 METER INSTALLATIONS	-	-	-	-
410-2116-343.68-00 PENALTIES	24,095	21,436	21,436	25,871
410-2116-343.69-00 CASH OVER OR SHORT	-	-	-	-
TOTAL SERVICE CHARGES	<u>5,477,234</u>	<u>5,521,923</u>	<u>5,521,923</u>	<u>5,686,924</u>
410-2116-361.10-00 INVESTMENTS	167,224	157,874	157,874	140,000
410-2116-361.30-00 INCR (DECR) IN FV OF INVST	2,888	7,789	7,789	-
410-2116-361.11-00 GAIN ON SALE OF SECURITIES	-	-	-	-
410-2116-361.30-00 POOLED CASH	-	-	-	-
TOTAL INVESTMENTS	<u>170,112</u>	<u>165,663</u>	<u>165,663</u>	<u>140,000</u>
410-2116-362.11-00 LEASES BUILDING	19,550	12,000	12,000	18,000
410-2116-362.30-00 FIRE HYDRANT SERVICE	57,371	59,929	59,929	36,705
410-2116-367.00-00 SALES OF FIXED ASSETS	46,042	13,254	13,254	10,000
410-2116-369.90-00 OTHER	4,857	2,224	2,224	-
410-2116-369.90-01 BILLING SERVICE FOR SOLID WASTE	-	-	-	-
410-2116-369.93-00 CASH OVER OR SHORT	3	-	-	-
TOTAL OTHER REVENUES	<u>127,823</u>	<u>87,407</u>	<u>87,407</u>	<u>64,705</u>
410-2116-381.42-00 STORMWATER	-	-	-	-
410-2116-381.91-01 NON-OPERATING TRANSFER IN	-	-	-	-
410-2116-385.00-00 PROCEEDS BOND REFUNDING	-	-	-	-
TOTAL NON-OPERATING REVENUES	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
TOTAL UTILITIES OPERATING FUND	<u>5,775,169</u>	<u>5,774,993</u>	<u>5,774,993</u>	<u>5,891,629</u>

**CITY OF WINTER GARDEN
 FY 2003/2004 BUDGET
 UTILITIES OPERATING FUND
 ADMINISTRATIVE DIVISION EXPENSES**

	<u>2002</u> <u>ACTUAL</u>	<u>2003</u> <u>ORIGINAL</u> <u>BUDGET</u>	<u>2003</u> <u>REVISED</u> <u>BUDGET</u>	<u>2004</u> <u>PROPOSED</u> <u>BUDGET</u>
410-2113-536.12-00 SALARIES	252,267	288,997	288,997	297,072
410-2113-536.14-00 OVERTIME	1,840	-	-	-
410-2113-536.21-00 FICA TAXES	18,593	22,200	22,200	22,818
410-2113-536.22-00 RETIREMENT CONTRIBUTION	13,788	25,799	25,799	37,168
410-2113-536.23-00 EMPLOYEE GROUP INSURANCE	25,503	28,075	28,075	31,192
410-2113-536.24-00 WORKERS COMP INSURANCE	528	792	792	752
410-2113-536.25-00 UNEMPLOYMENT COMPENSATION	-	290	290	298
410-2113-536.28-00 EMPLOYEE ENTITLEMENT	1,041	1,204	1,204	1,204
TOTAL PERSONAL SERVICES	313,560	367,357	367,357	390,504
410-2113-536.31-01 PROFESSIONAL SERVICE MISC	-	2,000	2,000	1,766
410-2113-536.31-02 LEGAL	123	2,000	2,000	2,000
410-2113-536.31-03 INVESTMENT COUNSEL	13,689	12,000	12,000	12,000
410-2113-536.31-05 APPRAISAL	-	-	-	2,926
410-2113-536.31-06 MEDICAL	220	250	250	200
410-2113-536.32-00 ACCOUNTING AND AUDIT	12,600	14,054	14,054	13,500
410-2113-536.34-01 CONTRACTUAL SVCS MISC	51,477	2,500	2,500	3,500
410-2113-536.34-02 LAWN MAINTENANCE FEES	600	3,026	3,026	1,596
410-2113-536.34-04 BANKING FEES	860	-	-	-
410-2113-536.34-05 COMPUTER TRAINING	-	3,400	3,400	2,000
410-2113-536.34-06 JANITORIAL	4,200	4,500	4,500	4,500
410-2113-536.34-08 PERSONNEL	-	22,935	22,935	-
410-2113-536.40-00 TRAVEL	186	600	600	500
410-2113-536.41-01 COMMUNICATION MISC.	-	2,000	2,000	-
410-2113-536.41-02 TELEPHONE	14,796	10,704	10,704	8,500
410-2113-536.41-03 RADIO	-	200	200	200
410-2113-536.41-04 INTERNET	387	3,040	3,040	-
410-2113-536.41-05 POSTAGE	2,651	3,371	3,371	1,600
410-2113-536.43-00 UTILITY SERVICES	7,700	6,724	6,724	6,900
410-2113-536.44-00 RENTALS AND LEASE	248	250	250	250
410-2113-536.45-00 GENERAL INSURANCE	21,411	8,084	8,084	4,925
410-2113-536.45-01 MISCELLANEOUS	144	-	-	-
410-2113-536.46-02 EQUIPMENT	3,476	5,220	5,220	250
410-2113-536.46-03 VEHICLES	5,252	6,790	6,790	3,238

**CITY OF WINTER GARDEN
FY 2003/2004 BUDGET
UTILITIES OPERATING FUND
ADMINISTRATIVE DIVISION EXPENSES**

	<u>2002 ACTUAL</u>	<u>2003 ORIGINAL BUDGET</u>	<u>2003 REVISED BUDGET</u>	<u>2004 PROPOSED BUDGET</u>
410-2113-536.46-05	428	5,700	5,700	3,500
410-2113-536.46-06	467	660	660	500
410-2113-536.46-10	5,022	5,884	5,884	2,000
410-2113-536.47-01	10,669	5,174	5,174	870
410-2113-536.47-02	6,766	15,000	15,000	6,900
410-2113-536.48-00	622	2,500	2,500	-
410-2113-536.49-01	361	-	-	100
410-2113-536.49-02	360,000	381,850	381,850	470,083
410-2113-536.49-05	3,291	4,400	4,400	1,000
410-2113-536.49-10	30,309	-	-	-
410-2113-536.51-00	9,473	5,500	5,500	5,000
410-2113-536.52-01	24,037	2,500	2,500	14,500
410-2113-536.52-03	494	1,000	1,000	730
410-2113-536.52-04	966	1,375	1,375	1,425
410-2113-536.54-01	713	600	600	442
410-2113-536.54-02	6,856	2,500	2,500	1,615
410-2113-536.54-03				2,000
TOTAL MATERIAL SERVICES	600,494	548,291	548,291	581,016
410-2113-536.62-00	-	-	-	-
410-2113-536.64-00	-	35,000	35,000	3,000
TOTAL CAPITAL OUTLAY	-	35,000	35,000	3,000
410-2113-536.71-00	-	-	-	-
410-2113-536.72-23	3,956	2,929	2,929	1,861
410-2113-536.91-01	-	1,096,154	1,096,154	400,000
410-2113-581.90-00	-	539,784	539,784	-
410-2113-590.90-00	-	-	-	795,948
410-2113-581.91-00	1,037,666	450,000	450,000	607,051
410-2113-581.92-00	-	-	-	-
410-2113-581.93-00	-	25,049	25,049	25,900
TOTAL NON-OPERATING EXPENSES	1,041,622	2,113,916	2,113,916	1,830,760
TOTAL ADMINISTRATIVE DIVISION	1,955,676	3,064,564	3,064,564	2,805,280

**CITY OF WINTER GARDEN
FY 2003/2004 BUDGET
UTILITIES OPERATING FUND
WATER DIVISION EXPENSES**

	<u>2002</u> <u>ACTUAL</u>	<u>2003</u> <u>ORIGINAL</u> <u>BUDGET</u>	<u>2003</u> <u>REVISED</u> <u>BUDGET</u>	<u>2004</u> <u>PROPOSED</u> <u>BUDGET</u>
410-2116-533.12-00 SALARIES REGULAR	134,202	162,405	162,405	186,971
410-2116-533.14-00 SALARIES OVERTIME 1.5	11,957	4,694	4,694	5,458
410-2116-533.21-00 FICA TAXES	10,891	12,859	12,859	14,813
410-2116-533.22-00 RETIREMENT CONTRIBUTION	7,979	14,944	14,944	31,252
410-2116-533.23-00 EMPLOYEE GROUP INSURANCE	16,193	21,797	21,797	28,486
410-2116-533.24-00 WORKERS COMP INSURANCE	2,843	5,131	5,131	4,742
410-2116-533.25-00 UNEMPLOYMENT COMPENSATION	-	168	168	194
410-2116-533.28-00 EMPLOYEE ENTITLEMENT	617	777	777	932
TOTAL PERSONAL SERVICES	<u>184,682</u>	<u>222,775</u>	<u>222,775</u>	<u>272,848</u>
410-2116-533.31-01 PROFESSIONAL SERVICE MISC.	-	3,000	3,000	3,000
410-2116-533.31-02 LEGAL	3,933	1,000	1,000	8,833
410-2116-533.31-04 ENGINEERING	7,024	12,416	12,416	9,538
410-2116-533.31-06 MEDICAL	308	300	300	200
410-2116-533.34-01 CONTRACTUAL SVCS MISC.	65,405	44,669	44,669	26,053
410-2116-533.34-02 LAWN MAINTENANCE	2,734	7,382	7,382	6,500
410-2116-533.34-05 COMPUTER TRAINING	-	1,400	1,400	1,000
410-2116-533.40-00 TRAVEL EXPENSE	242	1,500	1,500	1,000
410-2116-533.41-01 COMMUNICATION	-	400	400	-
410-2116-533.41-02 TELEPHONE	8,999	6,500	6,500	8,432
410-2116-533.41-03 RADIO	86	250	250	250
410-2116-533.41-04 INTERNET	497	1,740	1,740	1,500
410-2116-533.41-05 POSTAGE	-	500	500	-
410-2116-533.43-00 UTILITY SERVICES	97,519	-	-	118,566
410-2116-533.44-00 RENTALS AND LEASES	434	500	500	420
410-2116-533.45-00 GENERAL INSURANCE	32,026	14,533	14,533	61,224
410-2116-533.46-01 REPAIRS & MNTC MISC.	1,389	1,100	1,100	1,000
410-2116-533.46-02 EQUIPMENT	23,313	20,062	20,062	12,525
410-2116-533.46-03 VEHICLES	20,743	14,510	14,510	5,088
410-2116-533.46-05 COMPUTER SOFTWARE	380	1,800	1,800	1,800
410-2116-533.46-06 COMPUTER HARDWARE	1,195	1,882	1,882	1,000
410-2116-533.46-10 BUILDING	4,018	2,500	2,500	17,500
410-2116-533.47-01 PRINTING AND BINDING MISC.	2,303	8,500	8,500	2,600
410-2116-533.48-00 ADVERTISING	-	3,000	3,000	-
410-2116-533.49-01 OTHER CHARGES AND PAYMENTS MISC.	-	-	-	-
410-2116-533.49-05 LICENSES & TAXES	-	250	250	2,500
410-2116-533.51-00 OFFICE SUPPLIES	2,169	2,600	2,600	2,537
410-2116-533.52-01 OPERATING SUPPLIES MISC.	19,128	38,396	38,396	6,500
410-2116-533.52-02 CHEMICALS	8,415	8,004	8,004	17,545
410-2116-533.52-03 GASOLINE & OIL	3,229	2,654	2,654	3,814
410-2116-533.52-04 UNIFORMS & ACCESSORIES	933	1,305	1,305	1,650
410-2116-533.52-05 LABORATORY SUPPLIES	91	250	250	-
410-2116-533.54-01 DUES & SUBSCRIPTIONS	137	400	400	200
410-2116-533.54-02 SEMINARS & COURSES	995	2,500	2,500	851
410-2116-533.54-02 OTHER EDUCATIONAL SVCS	-	-	-	400
TOTAL MATERIAL SERVICES	<u>307,645</u>	<u>205,803</u>	<u>205,803</u>	<u>324,026</u>
410-2116-533.63-00 IMPROVEMENTS OT BUILDING	-	2,000	2,000	2,000
410-2116-533.64-00 MACHINERY & EQUIPMENT	-	9,140	9,140	25,000
TOTAL CAPITAL OUTLAY	<u>-</u>	<u>11,140</u>	<u>11,140</u>	<u>27,000</u>
410-2116-591.93-00 SERVICE DEPOSIT INTEREST	35,171	37,382	37,382	-
TOTAL NON-OPERATING EXPENSES	<u>35,171</u>	<u>37,382</u>	<u>37,382</u>	<u>-</u>
TOTAL WATER DIVISION	<u>527,498</u>	<u>477,100</u>	<u>477,100</u>	<u>623,874</u>

**CITY OF WINTER GARDEN
FY 2003/2004 BUDGET
UTILITIES OPERATING FUND
WASTEWATER DIVISION EXPENSES**

	<u>2002 ACTUAL</u>	<u>2003 ORIGINAL BUDGET</u>	<u>2003 REVISED BUDGET</u>	<u>2004 PROPOSED BUDGET</u>
410-2117-535.12-00 SALARIES REGULAR	252,076	278,847	278,847	291,263
410-2117-535.14-00 SALARIES OVERTIME 1.5	30,127	6,692	6,692	7,329
410-2117-535.18-00 CONTRACT LABOR	-	-	-	-
410-2117-535.21-00 FICA TAXES	20,532	21,950	21,950	22,962
410-2117-535.22-00 RETIREMENT CONTRIBUTION	15,657	25,508	25,508	48,445
410-2117-535.23-00 EMPLOYEE GROUP INSURANCE	38,725	50,667	50,667	55,779
410-2117-535.24-00 WORKERS COMP INSURANCE	4,181	6,204	6,204	5,195
410-2117-535.25-00 UNEMPLOYMENT COMPENSATION	-	287	287	300
410-2117-535.28-00 EMPLOYMENT ENTITLEMENT	1,388	1,080	1,080	1,235
TOTAL PERSONAL SERVICES	362,686	391,235	391,235	432,508
410-2117-535.31-01 PROFESSIONAL SERVICE MISC.	-	2,000	2,000	52,000
410-2117-535.31-02 LEGAL	673	1,000	1,000	1,000
410-2117-535.31-04 ENGINEERING	6,664	11,688	11,688	8,979
410-2117-535.31-06 MEDICAL	891	1,200	1,200	341
410-2117-535.34-01 CONTRACTUAL SVCS MISC.	174,967	150,000	150,000	141,290
410-2117-535.34-02 LAWN MAINTENANCE	852	3,000	3,000	2,198
410-2117-535.34-05 COMPUTER TRAINING	-	2,380	2,380	1,000
410-2117-535.34-06 JANITORIAL	35	100	100	-
410-2117-535.40-00 TRAVEL EXPENSES	1,072	2,000	2,000	1,500
410-2117-535.41-02 TELEPHONE	5,527	3,500	3,500	3,400
410-2117-535.41-03 RADIO	86	250	250	250
410-2117-535.41-04 INTERNET	438	1,740	1,740	1,632
410-2117-535.41-05 POSTAGE	213	100	100	100
410-2117-535.43-00 UTILITY SERVICES	162,950	157,000	157,000	147,484
410-2117-535.44-00 RENTALS & LEASES	-	500	500	500
410-2117-535.45-00 GENERAL INSURANCE	23,286	85,886	85,886	67,453
410-2117-535.46-01 REPAIRS & MNTC MISC.	2,250	3,149	3,149	1,323
410-2117-535.46-02 EQUIPMENT	42,352	38,116	38,116	26,786
410-2117-535.46-03 VEHICLES	24,732	8,720	8,720	2,718
410-2117-535.46-04 LIFT STATIONS	-	-	-	-
410-2117-535.46-05 COMPUTER SOFTWARE	-	1,000	1,000	8,500
410-2117-535.46-06 COMPUTER HARDWARE	-	1,000	1,000	1,000
410-2117-535.46-10 BUILDING	745	2,000	2,000	2,000
410-2117-535.47-01 MISCELLANEOUS	74	-	-	-
410-2117-535.48-00 ADVERTISING	-	-	-	-
410-2117-535.49-01 OTHER CHARGES AND PAYMENTS MISC.	-	-	-	-
410-2117-535.49-05 LICENSES & TAXES	2,231	3,000	3,000	3,000
410-2117-535.51-00 OFFICE SUPPLIES	361	600	600	600
410-2117-535.52-01 OPERATING SUPPLIES MISC.	16,828	13,200	13,200	11,173
410-2117-535.52-02 CHEMICALS	65,941	60,124	60,124	81,736
410-2117-535.52-03 GASOLINE & OIL	3,999	2,963	2,963	5,150
410-2117-535.52-04 UNIFORMS & ACCESSORIES	2,510	2,775	2,775	2,475
410-2117-535.52-05 LABORATORY SUPPLIES	14,972	13,063	13,063	11,000
410-2117-535.54-01 DUES & SUBSCRIPTIONS	5	400	400	300
410-2117-535.54-02 SEMINARS & COURSES	759	1,875	1,875	1,200
410-2117-535.57-41 OPERATOR CERTIFICATION	-	-	-	600
TOTAL MATERIAL SERVICES	555,413	574,329	574,329	588,688
410-2117-535.62-00 BUILDINGS	-	-	-	-
410-2117-535.64-00 MACHINERY & EQUIPMENT	-	35,100	35,100	34,000
TOTAL CAPITAL OUTLAY	-	35,100	35,100	34,000
TOTAL WASTEWATER DIVISION	918,099	1,000,664	1,000,664	1,055,196

**CITY OF WINTER GARDEN
FY 2003/2004 BUDGET
UTILITIES OPERATING FUND
DISTRIBUTION DIVISION EXPENSES**

	<u>2002</u> <u>ACTUAL</u>	<u>2003</u> <u>ORIGINAL</u> <u>BUDGET</u>	<u>2003</u> <u>REVISED</u> <u>BUDGET</u>	<u>2004</u> <u>PROPOSED</u> <u>BUDGET</u>
410-2126-533.12-00 SALARIES REGULAR	144,458	193,946	193,946	211,367
410-2126-533.14-00 SALARIES OVERTIME 1.5	16,816	7,063	7,063	8,516
410-2126-533.21-00 FICA TAXES	11,928	15,504	15,504	16,966
410-2126-533.22-00 RETIREMENT CONTRIBUTION	7,563	18,018	18,018	35,796
410-2126-533.23-00 EMPLOYEE GROUP INSURANCE	20,400	35,604	35,604	43,788
410-2126-533.24-00 WORKERS COMP INSURANCE	3,092	6,266	6,266	5,490
410-2126-533.25-00 UNEMPLOYMENT COMPENSATION	-	203	203	222
410-2126-533.28-00 EMPLOYEE ENTITLEMENT	617	1,243	1,243	1,399
TOTAL PERSONAL SERVICES	<u>204,874</u>	<u>277,847</u>	<u>277,847</u>	<u>323,544</u>
410-2126-533.31-01 PROFESSIONAL SERVICE MISC.	-	1,000	1,000	1,000
410-2126-533.31-02 LEGAL	1,165	1,000	1,000	1,000
410-2126-533.31-04 ENGINEERING	15,524	25,698	25,698	19,742
410-2126-533.31-06 MEDICAL	489	600	600	1,200
410-2126-533.34-01 CONTRACTUAL SVCS MISC.	1,175	-	-	11,088
410-2126-533.34-05 COMPUTER TRAINING	-	500	500	500
410-2126-533.40-00 TRAVEL EXPENSE	251	750	750	750
410-2126-533.41-02 TELEPHONE	3,312	1,800	1,800	2,400
410-2126-533.41-03 RADIO	134	400	400	250
410-2126-533.41-04 INTERNET	497	1,740	1,740	850
410-2126-533.43-00 UTILITY SERVICES	2,823	4,188	4,188	-
410-2126-533.44-00 RENTALS AND LEASES	309	500	500	600
410-2126-533.45-00 GENERAL INSURANCE	500	4,019	4,019	3,222
410-2126-533.46-01 REPAIRS & MNTC MISC.	47	300	300	250
410-2126-533.46-02 EQUIPMENT	602	2,500	2,500	2,000
410-2126-533.46-03 VEHICLES	8,366	12,580	12,580	6,489
410-2126-533.46-05 COMPUTER SOFTWARE	-	500	500	500
410-2126-533.46-06 COMPUTER HARDWARE	-	500	500	500
410-2126-533.46-07 UTILITY LINE	231,695	38,000	38,000	59,350
410-2126-533.46-10 BUILDING	-	1,000	1,000	1,000
410-2126-533.47-01 PRINTING & BINDING	186	250	250	-
410-2126-533.48-00 ADVERTISING	-	-	-	-
410-2126-533.49-05 LICENSES & TAXES	275	350	350	350
410-2126-533.51-00 OFFICE SUPPLIES	114	500	500	250
410-2126-533.52-01 OPERATING SUPPLIES MISC.	13,012	271,650	271,650	366,307
410-2126-533.52-02 CHEMICALS	189	250	250	-
410-2126-533.52-03 GASOLINE & OIL	9,158	8,225	8,225	9,621
410-2126-533.52-04 UNIFORMS & ACCESSORIES	1,712	2,800	2,800	2,475
410-2126-533.52-05 LABORATORY SUPPLIES	19,588	-	-	-
410-2126-533.54-01 DUES & SUBSCRIPTIONS	-	250	250	250
410-2126-533.54-02 SEMINARS & COURSES	892	1,200	1,200	500
TOTAL MATERIAL SERVICES	<u>312,015</u>	<u>383,050</u>	<u>383,050</u>	<u>492,444</u>
410-2126-533.64-00 MACHINERY & EQUIPMENT	-	24,650	24,650	32,650
TOTAL CAPITAL OUTLAY	<u>-</u>	<u>24,650</u>	<u>24,650</u>	<u>32,650</u>
TOTAL DISTRIBUTION DIVISION	<u>516,889</u>	<u>685,547</u>	<u>685,547</u>	<u>848,638</u>

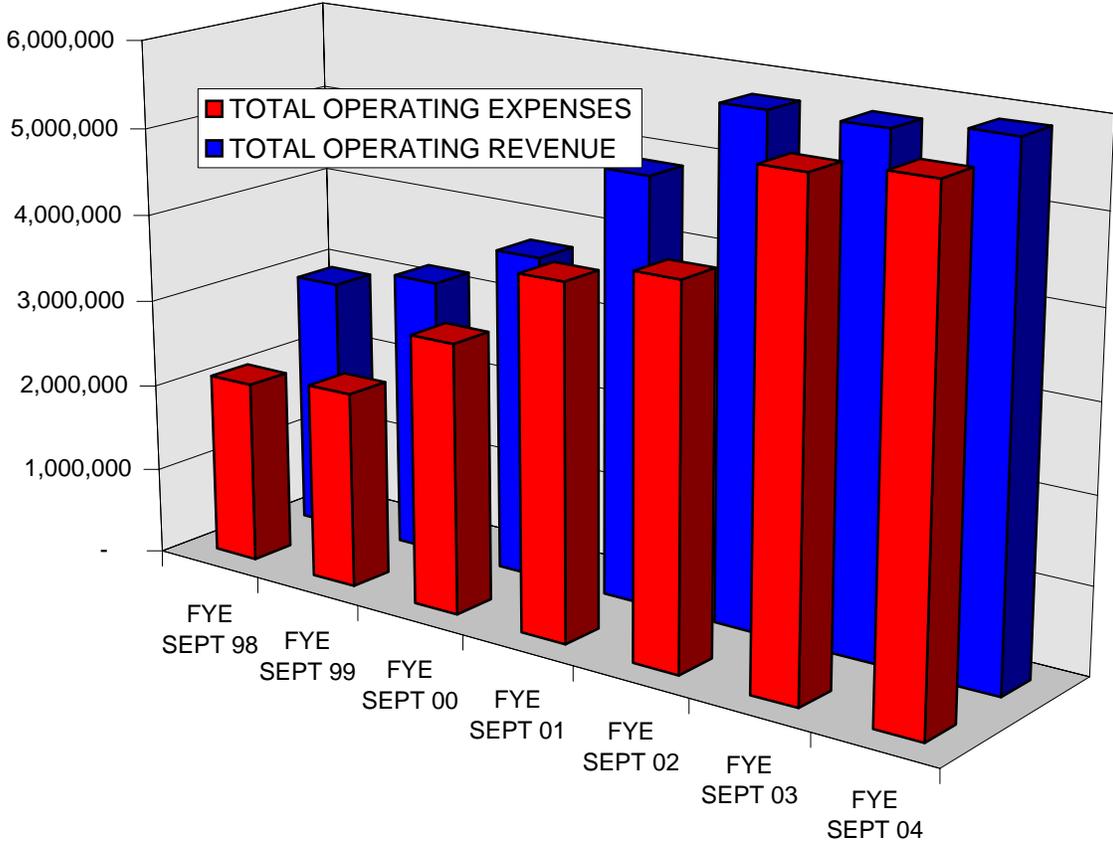
**CITY OF WINTER GARDEN
FY 2003/2004 BUDGET
UTILITIES OPERATING FUND
COLLECTION DIVISION EXPENSES**

	<u>2002 ACTUAL</u>	<u>2003 ORIGINAL BUDGET</u>	<u>2003 REVISED BUDGET</u>	<u>2004 PROPOSED BUDGET</u>
410-2127-535.12-00 SALARIES REGULAR	141,610	203,785	203,785	184,325
410-2127-535.14-00 SALARIES OVERTIME 1.5	29,826	9,831	9,831	9,330
410-2127-535.21-00 FICA TAXES	12,794	16,480	16,480	14,953
410-2127-535.22-00 RETIREMENT CONTRIBUTION	8,794	17,729	17,729	31,547
410-2127-535.23-00 EMPLOYEE GROUP INSURANCE	28,220	38,759	38,759	38,618
410-2127-535.24-00 WORKERS COMP INSURANCE	2,290	4,678	4,678	3,392
410-2127-535.25-00 UNEMPLOYMENT COMPENSATION	-	215	215	195
410-2127-535.28-00 EMPLOYMENT ENTITLEMENT	1,079	1,243	1,243	1,243
TOTAL PERSONAL SERVICES	<u>224,613</u>	<u>292,720</u>	<u>292,720</u>	<u>283,603</u>
410-2127-535.31-01 PROFESSIONAL SERVICE MISC.	255	1,000	1,000	3,489
410-2127-535.31-02 LEGAL	2,018	-	-	3,489
410-2127-535.31-04 ENGINEERING	15,524	25,698	25,698	19,742
410-2127-535.31-06 MEDICAL	693	800	800	822
410-2127-535.34-01 CONTRACTUAL SVCS MISC.	677	1,000	1,000	11,593
410-2127-535.34-02 LAWN MAINTENANCE	150	900	900	1,788
410-2127-535.34-05 COMPUTER TRAINING	-	300	300	300
410-2127-535.34-06 JANITORIAL	25	-	-	-
410-2127-535.40-00 TRAVEL EXPENSES	-	750	750	1,300
410-2127-535.41-02 TELEPHONE	19,412	20,167	20,167	20,800
410-2127-535.41-03 RADIO	86	200	200	200
410-2127-535.41-04 INTERNET	-	-	-	-
410-2127-535.41-05 POSTAGE	25	-	-	-
410-2127-535.43-00 UTILITY SERVICES	23,973	21,000	21,000	24,055
410-2127-535.44-00 RENTALS AND LEASES	-	2,500	2,500	333
410-2127-535.45-00 GENERAL INSURANCE	12,058	12,321	12,321	49,225
410-2127-535.46-01 REPAIRS & MNTE MISC.	1,073	1,000	1,000	3,571
410-2127-535.46-02 EQUIPMENT	21,812	18,500	18,500	5,000
410-2127-535.46-03 VEHICLES	9,276	22,230	22,230	23,395
410-2127-535.46-04 LIFT STATIONS	16,901	22,482	22,482	21,000
410-2127-535.46-05 COMPUTER SOFTWARE	-	500	500	500
410-2127-535.46-06 COMPUTER HARDWARE	-	500	500	500
410-2127-535.46-07 UTILITY LINE	(9,474)	9,233	9,233	8,900
410-2127-535.46-10 BUILDING	39	1,000	1,000	1,000
410-2127-535.47-01 PRINTING & BINDING	29	250	250	-
410-2127-535.48-00 ADVERTISING	-	-	-	-
410-2127-535.49-01 OT CHARGES & PAYMENTS MISC.	-	-	-	-
410-2127-535.49-05 LICENSES & TAXES	211	300	300	100
410-2127-535.51-00 OFFICE SUPPLIES	1,197	1,100	1,100	500
410-2127-535.52-01 OPERATING SUPPLIES MISC.	9,416	9,491	9,491	9,117
410-2127-535.52-02 CHEMICALS	275	375	375	-
410-2127-535.52-03 GASOLINE & OIL	7,834	7,260	7,260	10,919
410-2127-535.52-04 UNIFORMS & ACCESSORIES	1,854	2,200	2,200	2,200
410-2127-535.52-05 LABORATORY SUPPLIES	-	250	250	-
410-2127-535.54-01 DUES & SUBSCRIPTIONS	-	250	250	200
410-2127-535.54-02 SEMINARS & COURSES	392	1,500	1,500	1,000
TOTAL MATERIAL SERVICES	<u>135,731</u>	<u>185,057</u>	<u>185,057</u>	<u>225,038</u>
410-2127-535.63-00 CAPITAL OUTLAY	-	-	-	-
410-2127-535.64-00 MACHINERY & EQUIPMENT	-	69,341	69,341	50,000
TOTAL CAPITAL OUTLAY	<u>-</u>	<u>69,341</u>	<u>69,341</u>	<u>50,000</u>
TOTAL COLLECTION DIVISION	<u>360,344</u>	<u>547,118</u>	<u>547,118</u>	<u>558,641</u>

**CITY OF WINTER GARDEN
 FY 2003/2004 BUDGET
 UTILITIES OPERATING FUND EXPENSES
 DEPRECIATION**

	<u>2002</u> <u>ACTUAL</u>	<u>2003</u> <u>ORIGINAL</u> <u>BUDGET</u>	<u>2003</u> <u>REVISED</u> <u>BUDGET</u>	<u>2004</u> <u>PROPOSED</u> <u>BUDGET</u>
410-2190-536.59-91 DEPRECIATION BUILDING	105,800	-	-	-
410-2190-536.59-92 DEPRECIATION IMPROVEMENTS	429,386	-	-	-
410-2190-536.59-93 DEPRECIATION EQUIPMENT	196,676	-	-	-
TOTAL MATERIAL SERVICES	731,862	-	-	-
TOTAL DEPRECIATION	731,862	-	-	-
TOTAL UTILITIES OPERATING FUND	5,010,368	5,774,993	5,774,993	5,891,629

**CITY OF WINTER GARDEN
 FY 2003/2004 BUDGET
 UTILITIES OPERATING FUND
 REVENUES AND OPERATING EXPENSES**



**CITY OF WINTER GARDEN
FY 2003/2004 BUDGET
UTILITIES IMPACT FEES FUND REVENUES**

	<u>2002 ACTUAL</u>	<u>2003 ORIGINAL BUDGET</u>	<u>2003 REVISED BUDGET</u>	<u>2004 PROPOSED BUDGET</u>
411-2116-334.31-00 WATER SUPPLY SYSTEM	-	-	-	-
411-2116-361.10-00 INVESTMENTS	447,638	394,072	394,072	360,000
411-2116-361.11-00 GAIN ON SALE OF SECURITIES	-	-	-	-
411-2116-361.30-00 POOLED CASH	<u>2,350</u>	<u>5,345</u>	<u>5,345</u>	<u>-</u>
TOTAL INVESTMENTS	449,988	399,417	399,417	360,000
411-2116-363.23-01 IMPACT FEES WATER SERVICE	1,746,807	1,799,970	1,899,970	2,230,848
411-2116-363.23-02 IMPACT FEES SEWER SERVICE	2,020,895	2,049,942	2,349,942	3,113,835
411-2116-367.00-00 GAIN ON SALE OF INVEST	<u>69,735</u>	<u>42,836</u>	<u>42,836</u>	<u>40,000</u>
411-2116-381.00-00 INTERFUND TRANSFER IN	<u>-</u>	<u>539,784</u>	<u>539,784</u>	<u>-</u>
TOTAL SERVICE CHARGES	3,837,437	4,432,532	4,832,532	5,384,683
411-2116-384.00-00 LOAN PROCEEDS	-	11,381,160	11,381,160	-
411-2116-389.99-16 C/F FUND BALANCE WATER	-	-	1,242,384	-
411-2116-389.99-17 C/F FUND BALANCE WASTEWATER	<u>-</u>	<u>-</u>	<u>245,507</u>	<u>443,201</u>
TOTAL NON-OPERATING REVENUES	-	11,381,160	12,869,051	443,201
TOTAL UTILITIES IMPACT FEES FUND	<u>4,287,425</u>	<u>16,213,109</u>	<u>18,101,000</u>	<u>6,187,884</u>

**CITY OF WINTER GARDEN
FY 2003/2004 BUDGET
UTILITIES IMPACT FEE FUND EXPENSES**

		<u>2002 ACTUAL</u>	<u>2003 ORIGINAL BUDGET</u>	<u>2003 REVISED BUDGET</u>	<u>2004 PROPOSED BUDGET</u>
<u>WATER DIVISION</u>					
411-2116-533.31-01	PROFESSIONAL SVS. MISC.	-	-	-	-
411-2116-533.31-04	ENGINEERING	10,664	-	-	90,000
411-2116-533.51-00	OFFICE SUPPLIES	667	-	-	-
	TOTAL MATERIAL SERVICES	<u>11,331</u>	-	-	90,000
411-2116-533.63-00	IMPROVEMENTS OT BUILDING	-	<u>2,122,000</u>	<u>2,355,240</u>	<u>210,000</u>
	TOTAL CAPITAL OUTLAY	-	2,122,000	2,355,240	210,000
411-2116-590.90-00	TRANSFER TO FUND BALANCE	-	<u>553,173</u>	<u>1,162,730</u>	<u>851,304</u>
	TOTAL NON-OPERATING EXPENSES	-	553,173	1,162,730	851,304
	TOTAL WATER DIVISION	<u>11,331</u>	<u>2,675,173</u>	<u>3,517,970</u>	<u>1,151,304</u>

WASTEWATER DIVISION

411-2117-535.31-01	PROFESSIONAL SVS. MISC.	-	-	-	-
411-2117-535.31-02	LEGAL	-	-	-	-
411-2117-535.31-04	ENGINEERING	8,978	-	-	75,000
411-2117-535.34-01	CONTRACTUAL SERVICES	-	-	-	-
411-2117-535.49-05	LICENSES AND TAXES	-	-	-	-
	TOTAL MATERIAL EXPENSES	<u>8,978</u>	-	-	75,000
411-2117-535.63-00	CAPITAL OUTLAY	-	<u>10,273,784</u>	<u>10,472,311</u>	<u>1,985,584</u>
411-2117-535.93-00	NONOPERATING INTEREST	<u>6,272</u>	-	-	-
	TOTAL CAPITAL OUTLAY	6,272	10,273,784	10,472,311	1,985,584
411-2117-590.90-00	TRANSFER TO FUND BALANCE	-	<u>372,639</u>	<u>326,339</u>	-
	TOTAL NON-OPERATING EXPENSE	-	372,639	326,339	-
	TOTAL WASTEWATER DIVISION	<u>15,250</u>	<u>10,646,423</u>	<u>10,798,650</u>	<u>2,060,584</u>

**CITY OF WINTER GARDEN
FY 2003/2004 BUDGET
UTILITIES IMPACT FEE FUND EXPENSES**

	<u>2002 ACTUAL</u>	<u>2003 ORIGINAL BUDGET</u>	<u>2003 REVISED BUDGET</u>	<u>2004 PROPOSED BUDGET</u>
<u>DISTRIBUTION DIVISION</u>				
411-2126-533.31-02 LEGAL	3,506	-	-	-
TOTAL MATERIAL EXPENSES	3,506	-	-	-
411-2126-533.63-00 IMPROVEMENTS OT BUILDING	-	1,290,942	1,790,529	1,311,287
TOTAL CAPITAL OUTLAY	-	1,290,942	1,790,529	1,311,287
TOTAL DISTRIBUTION DIVISION	3,506	1,290,942	1,790,529	1,311,287
<u>COLLECTION DIVISION</u>				
411-2127-533.31-02 LEGAL	-	-	-	-
411-2127-533.31-04 ENGINEERING	-	-	-	-
TOTAL MATERIAL SERVICES	-	-	-	-
411-2127-535.63-00 IMPROV OTHER THAN BUILDING	-	47,639	1,993,851	1,664,709
TOTAL CAPITAL OUTLAY	-	47,639	1,993,851	1,664,709
TOTAL COLLECTION DIVISION	-	47,639	1,993,851	1,664,709
TOTAL UTILITIES IMPACT FEES FUND	30,087	14,660,177	18,101,000	6,187,884

**CITY OF WINTER GARDEN
FY 2003/2004 BUDGET
UTILITIES RENEWAL AND REPLACEMENT FUND REVENUES**

	<u>2002 ACTUAL</u>	<u>2003 ORIGINAL BUDGET</u>	<u>2003 REVISED BUDGET</u>	<u>2004 PROPOSED BUDGET</u>
412-2116-361.10-00 INVESTMENTS	7,442	7,538	7,538	-
412-2116-361.30-00 POOLED CASH	1,359	580	580	-
TOTAL INVESTMENTS	8,801	8,118	8,118	-
412-2116-367.00-00 FAIN ON SALE OF INVEST	2	-	-	-
412-2116-381.41-00 UTIL OPERATING FUND	259,417	450,000	450,000	607,051
412-2116-381.41-11 R & R CONTRIBUTION	-	-	-	-
412-2116-389.99-99 CARRY FORWARD FUND BALANCE	-	-	288,360	209,354
TOTAL NON-OPERATING REVENUES	259,419	450,000	738,360	816,405
TOTAL UTILITIES RENEWAL AND REPLACEMENT FUND	268,220	458,118	746,478	816,405

**CITY OF WINTER GARDEN
FY 2003/2004 BUDGET
UTILITIES RENEWAL AND REPLACEMENT FUND EXPENSES**

		<u>2002 ACTUAL</u>	<u>2003 ORIGINAL BUDGET</u>	<u>2003 REVISED BUDGET</u>	<u>2004 PROPOSED BUDGET</u>
<u>WATER DIVISION</u>					
412-2116-533.63-00	IMPROVEMENTS OT BUILDING	-	-	77,700	83,500
	TOTAL CAPITAL OUTLAY	-	-	77,700	83,500
	TOTAL WATER DIVISION	-	-	77,700	83,500
<u>WASTEWATER DIVISION</u>					
412-2117-535.63-00	CAPITAL OUTLAY	-	-	-	50,000
	TOTAL CAPITAL OUTLAY	-	-	-	50,000
	TOTAL WASTEWATER DIVISION	-	-	-	50,000
<u>DISTRIBUTION DIVISION</u>					
412-2126-533.31-04	ENGINEERING	-	-	-	-
	TOTAL MATERIAL SERVICES	-	-	-	-
412-2126-533.63-00	IMPROVEMENTS OT BUILDING	-	217,170	227,170	321,281
	TOTAL CAPITAL OUTLAY	-	217,170	227,170	321,281
	TOTAL DISTRIBUTION DIVISION	-	217,170	227,170	321,281
<u>COLLECTION DIVISION</u>					
412-2127-535.31-04	ENGINEERING	-	-	-	-
412-2127-535.63-00	CAPITAL OUTLAY	-	240,948	441,608	361,624
	TOTAL CAPITAL OUTLAY	-	240,948	441,608	361,624
	TOTAL COLLECTION DIVISION	-	240,948	441,608	361,624
	TOTAL RENEWAL & REPLACEMENT FUND	-	458,118	746,478	816,405

**CITY OF WINTER GARDEN
 FY 2003/2004 BUDGET
 UTILITIES DEBT SERVICE FUND REVENUES**

	<u>2002</u> <u>ACTUAL</u>	<u>2003</u> <u>ORIGINAL</u> <u>BUDGET</u>	<u>2003</u> <u>REVISED</u> <u>BUDGET</u>	<u>2004</u> <u>PROPOSED</u> <u>BUDGET</u>
413-0000-361.10-00 INVESTMENTS	832	-	-	500
413-0000-361.30-00 POOLED CASH	48	-	-	-
TOTAL INVESTMENTS	880	-	-	500
413-0000-381.00-00 INTERFUND TRANSFER	-	-	-	318,925
TOTAL NON-OPERATING REVENUES	-	-	-	318,925
TOTAL UTILITIES DEBT SERVICE FUND	880	-	-	319,425

**CITY OF WINTER GARDEN
 FY 2003/2004 BUDGET
 UTILITIES DEBT SERVICE FUND EXPENSES**

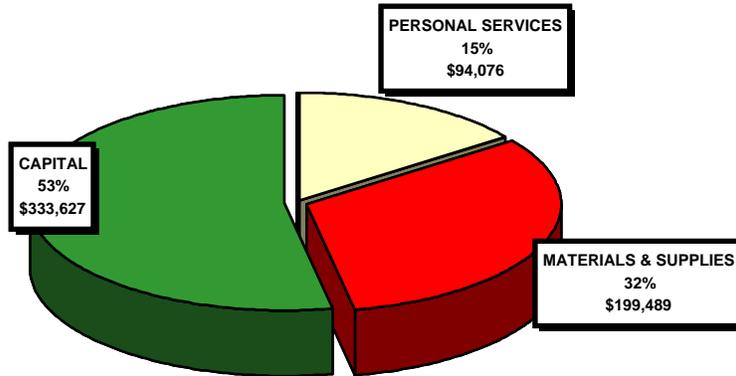
	<u>2002</u> ACTUAL	<u>2003</u> ORIGINAL	<u>2003</u> REVISED	<u>2004</u> PROPOSED
413-2113-536.34-04 BANKING FEES	300	-	-	-
413-2113-536.71-00 D/S PRINCIPAL PAYMENT	-	-	-	59,155
413-2113-536.72-00 D/S INTEREST PAYMENT	22,647	-	-	66,465
413-2113-590.90-00 TRANSFER TO FUND BALANCE	-	-	-	193,805
TOTAL NON-OPERATING EXPENSES	22,947	-	-	319,425
TOTAL DEBT SERVICE FUND	22,947	-	-	319,425

**ORGANIZATION CHART
PUBLIC WORKS
STORMWATER DIVISION**

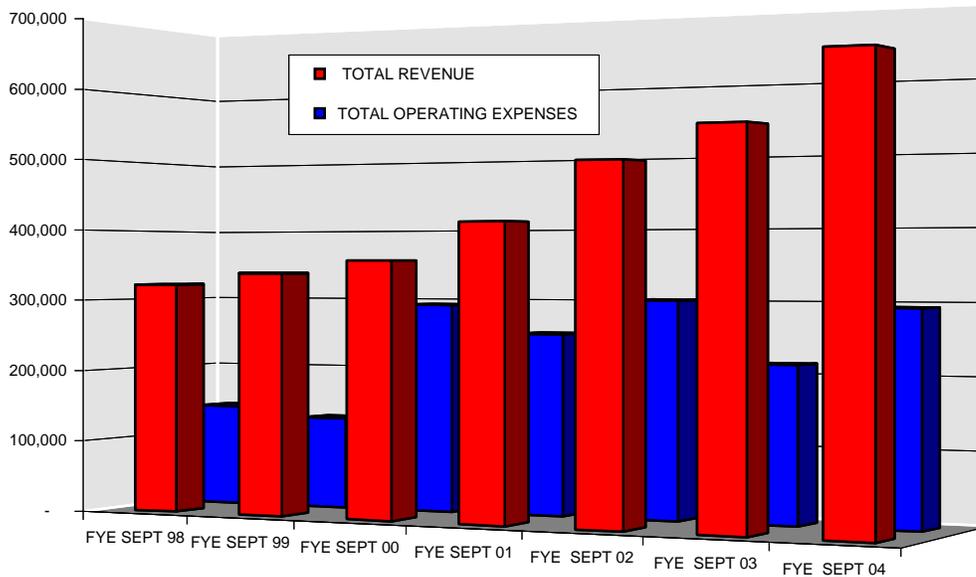


**CITY OF WINTER GARDEN
FY 2003/2004 BUDGET
STORMWATER OPERATING FUND**

USES BY CATEGORY



REVENUES AND EXPENSES



STORMWATER DIVISION GOALS AND OBJECTIVES

Mission Statement: To provide residents with the best possible stormwater systems

STATUS REPORT- FY 2002/03 GOALS AND OBJECTIVES

GOAL 1: REPLACE OR REPAIR OLDER STORM LINES

Objective 1: Replace current storm lines on North Lakeview Avenue

Status 1: Project postponed until next fiscal year

GOAL 2: LOG ALL STORM WATER COMPLAINTS ON FORMS FOR IDENTIFYING FLOOD PRONE AREAS

Objective 1: Distribute forms to all personnel for logging complaints.

Objective 2: Continue to use the citation program to improve stormwater quality

Status 1: Currently use new form for documentation and NPDES rules

Status 2: Have trained several people to write warnings and citations

PERFORMANCE – FY 2003/04 GOALS AND OBJECTIVES

GOAL 1: TO INCREASE PUBLIC AWARENESS OF THE NPDES RULES AND REGULATIONS

Objective 1: Have a pamphlet printed and distribute to the public

Objective 2: Hold training classes for contractors and engineering firms

GOAL 2: IMPROVE CITATION PROGRAM

Objective 1: To train personnel on the proper technique for writing warnings and citations

Objective 2: Continue staff education through the Florida stormwater, erosion and sedimentation control training and certification course

GOAL 3: CONTINUE TO REHAB AND REPLACE OLDER STORM WATER LINES

Objective 1: To replace North Lakeview storm lines

Objective 2: Continue to TV lines and make necessary repairs

**CITY OF WINTER GARDEN
FY 2003/2004 BUDGET
STORMWATER OPERATING FUND REVENUES**

	<u>2002 ACTUAL</u>	<u>2003 ORIGINAL BUDGET</u>	<u>2003 REVISED BUDGET</u>	<u>2004 PROPOSED BUDGET</u>
420-2618-337.30-00 PHYSICAL ENVIRONMENT	45,000	-	549,235	-
420-2618-343.90-01 STORMWATER	<u>434,595</u>	<u>429,500</u>	<u>450,000</u>	<u>500,000</u>
TOTAL SERVICE CHARGE	479,595	429,500	999,235	500,000
420-2618-361.10-00 INVESTMENTS	7,819	11,108	11,108	5,000
420-2618-361.30-00 POOLED CASH	<u>1,423</u>	<u>1,756</u>	<u>1,756</u>	-
TOTAL INVESTMENTS	9,242	12,864	12,864	5,000
420-2618-369.90-00 OTHER	-	-	-	-
420-2618-381.91-00 NON OPERATING TRANSFER	-	-	-	-
TOTAL OTHER REVENUES	-	-	-	-
420-2618-389.99-99 CARRY FORWARD FUND BALANCE	-	<u>91,905</u>	<u>392,405</u>	<u>122,192</u>
TOTAL NON-OPERATING REVENUES	-	91,905	392,405	122,192
TOTAL STORMWATER OPERATING FUND	<u>488,837</u>	<u>534,269</u>	<u>1,404,504</u>	<u>627,192</u>

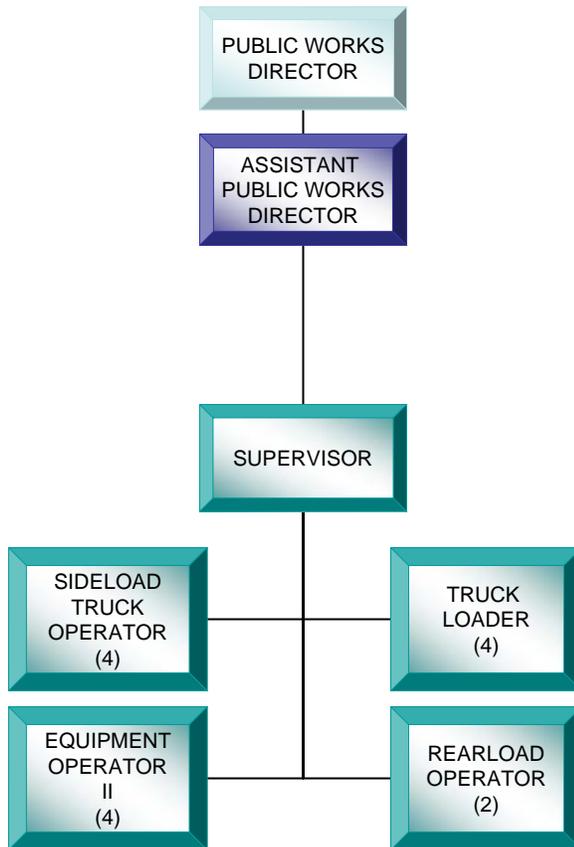
**CITY OF WINTER GARDEN
FY 2003/2004 BUDGET
STORMWATER OPERATING FUND EXPENSES**

	<u>2002 ACTUAL</u>	<u>2003 ORIGINAL BUDGET</u>	<u>2003 REVISED BUDGET</u>	<u>2004 PROPOSED BUDGET</u>
420-2618-538.12-00 SALARIES REGULAR	59,278	59,311	59,311	60,696
420-2618-538.14-00 SALARIES OVERTIME 1.5	3,936	2,625	2,625	2,704
420-2618-538.21-00 FICA TAXES	4,374	4,798	4,798	4,910
420-2618-538.22-00 RETIREMENT CONTRIBUTION	3,271	5,575	5,575	9,071
420-2618-538.23-00 EMPLOYEE GROUP INSURANCE	10,629	11,088	11,088	12,313
420-2618-538.24-00 WORKERS COMP INSURANCE	2,964	4,894	4,894	4,007
420-2618-538.25-00 UNEMPLOYMENT COMPENSATION	-	63	63	64
420-2618-538.28-00 EMPLOYEE ENTITLEMENT	308	311	311	311
TOTAL PERSONAL SERVICES	84,760	88,665	88,665	94,076
420-2618-538.31-02	75	-	-	2,000
420-2618-538.31-04 ENGINEERING	58,460	20,000	20,000	50,000
420-2618-538.31-06 MEDICAL	23	100	100	100
420-2618-538.32-00 ACCOUNTING AND AUDIT	2,100	2,342	2,342	-
420-2618-538.34-01 CONTRACTUAL SVCS MISC.	-	2,000	2,000	12,000
420-2618-538.34-12 TIPPING FEES	23,559	20,000	20,000	20,000
420-2618-538.40-00 TRAVEL	-	-	-	300
420-2618-538.41-01 COMMUNICATE/POSTAGE MISC.	-	200	200	200
420-2618-538.41-03 RADIO	350	225	225	225
420-2618-538.43-00 WATER/SEWER UTILITIES	717	700	700	700
420-2618-538.45-00 GENERAL INSURANCE	500	3,658	3,658	13,989
420-2618-538.46-01 REPAIRS & MAINTENANCE MISC.	954	2,000	2,000	12,000
420-2618-538.46-02 EQUIPMENT	24,199	20,000	20,000	20,000
420-2618-538.46-03 VEHICLES	16,832	5,860	5,860	7,889
420-2618-538.46-05 COMPUTER SOFTWARE	-	500	500	1,000
420-2618-538.47-01 MISCELLANEOUS	-	-	-	200
420-2618-538.48-00 ADVERTISING	-	100	100	100
420-2618-538.49-01 OT CHARGES & PAYMENTS MISC.	-	200	200	200
420-2618-538.49-02 MANAGEMENT FEES	13,781	38,787	38,787	47,786
420-2618-538.49-05 LICENSES & TAXES	530	2,000	2,000	2,000
420-2618-538.49-10 BAD DEBT EXPENSE	1,255	-	-	-
420-2618-538.52-01 OPERATING SUPPLIES MISC.	1,937	1,600	1,600	1,600
420-2618-538.52-02 CHEMICALS	1,000	1,000	1,000	1,000
420-2618-538.52-03 GASOLINE & OIL	4,978	4,300	4,300	4,500
420-2618-538.52-04 UNIFORMS	552	600	600	600
420-2618-538.54-01 MEMBERSHIP DUES	-	400	400	400
420-2618-538.54-02 SEMINARS AND COURSES	730	300	300	300
420-2618-538.54-03 OTHER EDUCATIONAL SERVICES	-	400	400	400
TOTAL MATERIAL SERVICES	152,532	127,272	127,272	199,489
420-2618-538.63-00 CAPITAL IMPROVEMENTS	-	318,332	1,188,567	333,627
TOTAL CAPITAL OUTLAY	-	318,332	1,188,567	333,627

**CITY OF WINTER GARDEN
 FY 2003/2004 BUDGET
 STORMWATER OPERATING FUND EXPENSES**

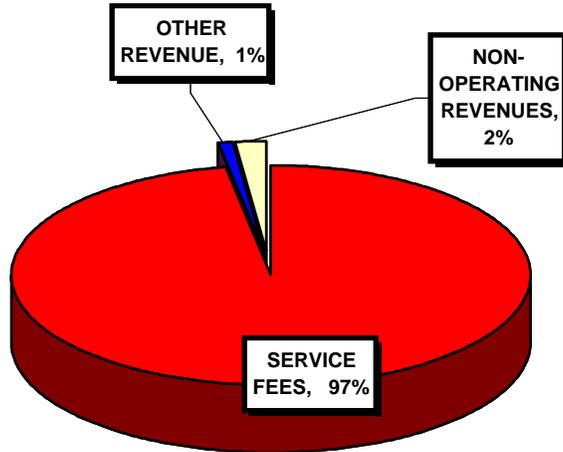
	<u>2002</u> <u>ACTUAL</u>	<u>2003</u> <u>ORIGINAL</u> <u>BUDGET</u>	<u>2003</u> <u>REVISED</u> <u>BUDGET</u>	<u>2004</u> <u>PROPOSED</u> <u>BUDGET</u>
420-2618-581.90-00 OPERATING TRANSFER	-	-	-	-
420-2618-590.90-00 TRANSFER TO FUND BALANCE	-	-	-	-
420-2618-590.99-00 CONTINGENCY	-	-	-	-
TOTAL NON-OPERATING EXPENSES	-	-	-	-
420-2690-537.59-92 DEPRECIATION IMPROVEMENTS	71,788	-	-	-
420-2690-537.59-93 DEPRECIATION EQUIPMENT	8,466	-	-	-
TOTAL DEPRECIATION	80,254	-	-	-
TOTAL STORMWATER OPERATING FUND	<u>317,546</u>	<u>534,269</u>	<u>1,404,504</u>	<u>627,192</u>

**ORGANIZATION CHART
PUBLIC WORKS
SOLID WASTE DIVISION**



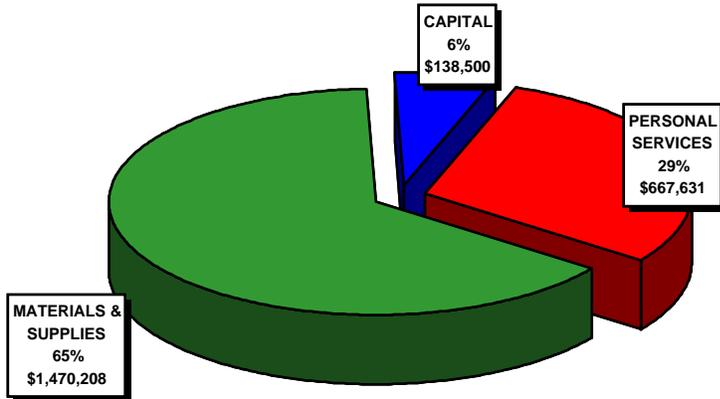
**CITY OF WINTER GARDEN
FY 2003/2004 BUDGET
SOLID WASTE OPERATING FUND**

REVENUES BY SOURCE



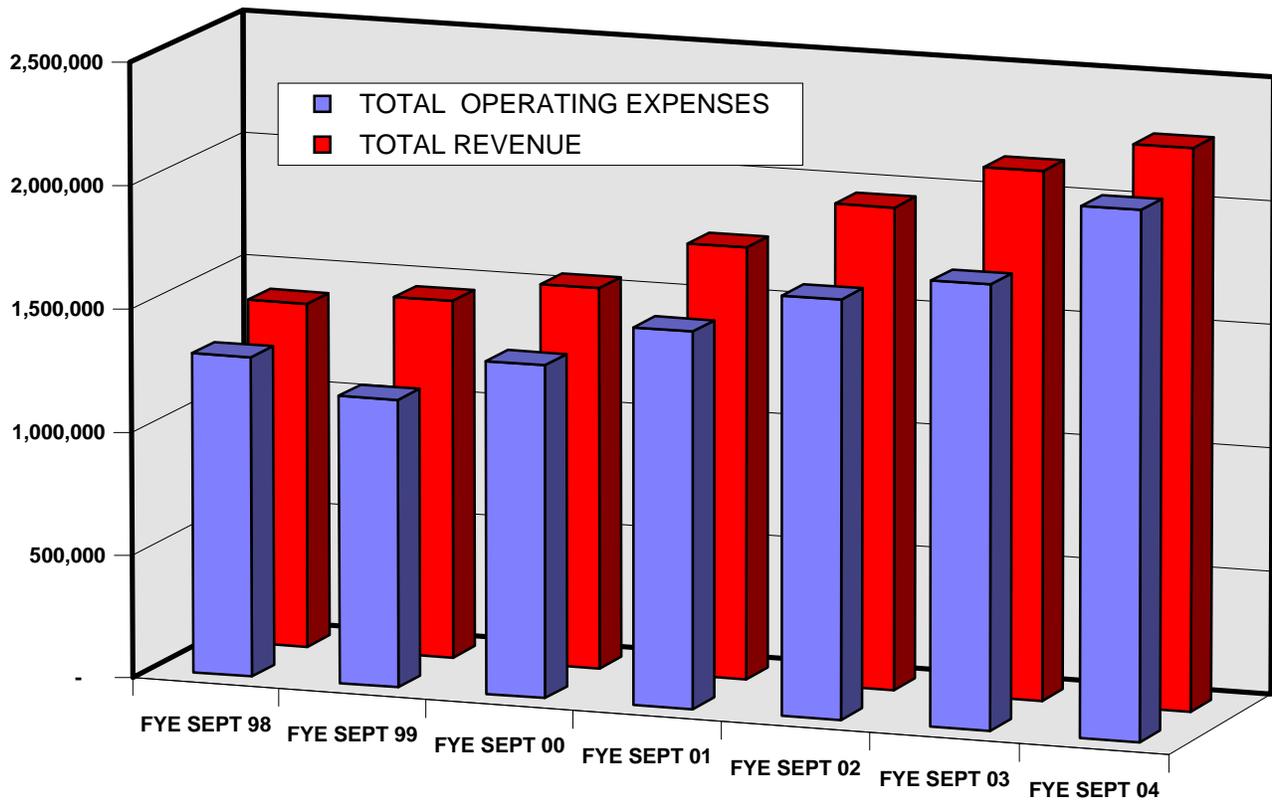
Service Fees	\$ 2,211,188
Non-Operating Revenues	46,551
Container Fees	<u>18,600</u>
	<u>\$ 2,276,339</u>

USES BY CATEGORY



Personal Services	\$ 667,631
Materials & Supplies	1,470,208
Capital	<u>138,500</u>
	<u>\$ 2,276,339</u>

**CITY OF WINTER GARDEN
FY 2003/2004 BUDGET
SOLID WASTE OPERATING FUND
REVENUES AND OPERATING EXPENSES**



SOLID WASTE DIVISION GOALS AND OBJECTIVES

MISSION STATEMENT: Provide the highest level of services possible to our residents and businesses.

STATUS REPORT - FY 2002/03 GOALS AND OBJECTIVES

GOAL 1: PROVIDE THE BEST REFUSE SERVICE POSSIBLE DURING OUR INCREASE IN GROWTH

- Objective 1: Purchase new side load truck and start a new one-man route
- Objective 2: Build a new road for the entrance on West Bay Street
- Objective 3: Build a new addition to the shop to increase productivity
- Objective 4: Purchase a new claw truck to improve yard waste collection

- Status 1: Accomplished*
- Status 2: Postponed until next fiscal year*
- Status 3: Construction in process*
- Status 4: Accomplished*

GOAL 2: CREATE A SYSTEM FOR ENFORCEMENT OF THE RULES FOR YARD TRASH

- Objective 1: Make a pamphlet for distribution to the citizens
- Objective 2: Inform citizens of scheduled holidays and special pickups on their utility bill

- Status 1: Designed a new pamphlet that is currently being distributed to new residents*
- Status 2: Accomplished*

PERFORMANCE - FY 2003/04 GOALS AND OBJECTIVES

GOAL 1: INFORM THE CITIZENS OF RULES AND REGULATIONS; ENFORCE RULES AND REGULATIONS

- Objective 1: Inform citizens of the single-stream recycling program that will take effect in fiscal year 2005
- Objective 2: Enforce existing rules removing polycarts from curbside
- Objective 3: Enforce yard trash rules and regulations to improve service

GOAL 2: INCREASE REVENUES BY EXPANDING ROLL-OFF SERVICES

- Objective 1: Purchase more roll-off containers for possible distribution
- Objective 2: Market roll-off services to contractors and citizens

**CITY OF WINTER GARDEN
FY 2003/2004 BUDGET
SOLID WASTE OPERATING FUND REVENUES**

	<u>2002 ACTUAL</u>	<u>2003 ORIGINAL BUDGET</u>	<u>2003 REVISED BUDGET</u>	<u>2004 PROPOSED BUDGET</u>
430-3134-337.90-00 GRANTS	-	-	-	-
TOTAL INTERGOVERNMENTAL	-	-	-	-
430-3134-343.41-00 REFUSE SERVICE FEES	-	-	-	-
430-3134-343.41-01 RESIDENTIAL	1,233,402	1,242,800	1,342,800	1,498,688
430-3134-343.41-02 COMMERCIAL	662,640	652,420	652,420	710,000
430-3134-343.41-03 COMMERCIAL RECYCLING	40,456	30,000	30,000	-
430-3134-343.41-04 EXTRA CHARGES	491	2,500	2,500	2,500
430-3134-343.42-00 CONTAINER USAGE FEE	(8)			
430-3134-343.42-01 RESIDENTIAL	76	-	-	-
430-3134-343.42-02 COMMERCIAL	21			
430-3134-343.42-03 YARD TRASH	3,816	3,600	3,600	3,600
TOTAL SERVICE CHARGES	1,940,894	1,931,320	2,031,320	2,214,788
430-3134-361.10-00 INVESTMENTS	13,358	20,000	20,000	15,000
430-3134-361.30-00 POOLED CASH	2,039	1,643	1,643	-
430-3134-364.41-00 SURPLUS EQUIPMENT	93	3,000	3,000	-
TOTAL INVESTMENTS	15,490	24,643	24,643	15,000
430-3134-369.90-00 OTHER	537	-	-	-
TOTAL OTHER REVENUES	537	-	-	-
430-3134-381.99-99 FUND BALANCE	-	187,531	147,731	46,551
TOTAL NON-OPERATING REVENUES	-	187,531	147,731	46,551
TOTAL SOLID WASTE OPERATING FUND	<u>1,956,921</u>	<u>2,143,494</u>	<u>2,203,694</u>	<u>2,276,339</u>

**CITY OF WINTER GARDEN
FY 2003/2004 BUDGET
SOLID WASTE OPERATING FUND
SANITATION DIVISION EXPENSES**

	<u>2002</u> <u>ACTUAL</u>	<u>2003</u> <u>ORIGINAL</u> <u>BUDGET</u>	<u>2003</u> <u>REVISED</u> <u>BUDGET</u>	<u>2004</u> <u>PROPOSED</u> <u>BUDGET</u>
430-3134-534.12-00 SALARIES REGULAR	341,743	424,925	410,425	430,064
430-3134-534.14-00 SALARIES OVERTIME 1.5	31,020	16,912	16,912	17,125
430-3134-534.17-00 SALARIES OVERTIME 1.0	-	2,567	2,567	-
430-3134-534.21-00 FICA TAXES	27,771	34,067	34,067	34,477
430-3134-534.22-00 RETIREMENT CONTRIBUTION	20,830	39,589	39,589	72,741
430-3134-534.23-00 EMPLOYEE GROUP INSURANCE	54,467	66,171	66,171	73,467
430-3134-534.24-00 WORKERS COMP INSURANCE	23,046	45,422	45,422	36,739
430-3134-534.25-00 UNEMPLOYMENT COMPENSATION	-	445	445	451
430-3134-534.28-00 EMPLOYEE ENTITLEMENT	<u>2,082</u>	<u>2,567</u>	<u>2,567</u>	<u>2,567</u>
TOTAL PERSONAL SERVICES	500,959	632,665	618,165	667,631
430-3134-534.31-01 PROFESSIONAL SERVICE MISC.	-	200	200	200
430-3134-534.31-02 LEGAL	-	200	200	200
430-3134-534.31-04 ENGINEERING	-	1,000	1,000	1,000
430-3134-534.31-06 MEDICAL	1,216	1,400	1,400	1,500
430-3134-534.32-00 ACCOUNTING AND AUDIT	2,900	3,235	3,235	3,235
430-3134-534.34-01 CONTRACTUAL SVCS MISC.	1,271	1,150	1,150	1,150
430-3134-534.34-05 COMPUTER TRAINING	-	400	400	400
430-3134-534.34-06 JANITORIAL	1,476	2,000	2,000	2,000
430-3134-534.34-08 PERSONNEL	31,435	22,000	22,000	22,000
430-3134-534.34-09 SOLID WASTE COLLECTION	357,437	360,000	360,000	500,000
430-3134-534.34-12 TIPPING FEES	288,050	242,050	272,050	300,000
430-3134-534.40-00 TRAVEL EXPENSES	-	300	300	300
430-3134-534.41-01 COMMUNICATE/POSTAGE MISC.	-	200	200	200
430-3134-534.41-02 TELEPHONE	4,151	3,800	3,800	3,800
430-3134-534.41-03 RADIO	3,722	1,000	1,000	3,000
430-3134-534.41-04 INTERNET	146	-	-	1,000
430-3134-534.43-00 UTILITIES	1,895	3,000	3,000	3,000
430-3134-534.44-00 RENTALS & LEASES	309	150	150	150
430-3134-534.45-00 GENERAL INSURANCE	4,411	27,041	27,041	20,619
430-3134-534.46-02 EQUIPMENT	7,884	15,000	15,000	15,000
430-3134-534.46-03 VEHICLES	126,520	93,380	93,380	63,885
430-3134-534.46-05 COMPUTER SOFTWARE	625	500	500	500
430-3134-534.46-06 COMPUTER HARDWARE	-	300	300	300
430-3134-534.46-10 BUILDING	1,517	3,000	3,000	3,000
430-3134-534.47-01 PRINTING & BINDING MISC.	21	50	50	500
430-3134-534.47-02 RECORDS MANAGEMENT	-	350	350	350
430-3134-534.48-00 ADVERTISING	1,344	1,000	1,000	1,000
430-3134-534.49-01 OT CHARGES & PYMTS MISC.	673	350	350	350
430-3134-534.49-02 MANAGEMENT FEES	81,113	136,527	136,527	255,538
430-3134-534.49-05 LICENSES & TAXES	149	200	200	200
430-3134-534.49-10 BAD DEBT EXPENSE	8,102	-	-	-
430-3134-534.51-00 OFFICE SUPPLIES	3,937	3,500	3,500	3,500

**CITY OF WINTER GARDEN
 FY 2003/2004 BUDGET
 SOLID WASTE OPERATING FUND
 SANITATION DIVISION EXPENSES**

	<u>2002</u> <u>ACTUAL</u>	<u>2003</u> <u>ORIGINAL</u> <u>BUDGET</u>	<u>2003</u> <u>REVISED</u> <u>BUDGET</u>	<u>2004</u> <u>PROPOSED</u> <u>BUDGET</u>
430-3134-534.52-01 OPERATING SUPPLIES MISC.	51,533	30,000	30,000	50,000
430-3134-534.52-02 CHEMICALS	3,114	3,000	3,000	3,000
430-3134-534.52-03 GAS & OIL	33,171	32,000	32,000	40,000
430-3134-534.52-04 UNIFORMS AND ACCESSORIES	4,680	4,200	4,200	4,500
430-3134-534.54-01 DUES & SUBSCRIPTIONS	5	50	50	50
430-3134-534.54-02 SEMINARS AND COURSES	43	600	600	600
TOTAL MATERIAL SERVICES	<u>1,022,850</u>	<u>993,133</u>	<u>1,023,133</u>	<u>1,306,027</u>
430-3134-534.61-00 LAND	-	-	-	-
430-3134-534.62-00 BLDG. MAINTENANCE	-	80,000	80,000	73,500
430-3134-534.63-00 IMPROVEMENTS OT BLDG.	-	30,475	51,175	35,000
430-3134-534.64-00 MACHINERY & EQUIPMENT	-	234,600	258,600	30,000
TOTAL CAPITAL OUTLAY	<u>-</u>	<u>345,075</u>	<u>389,775</u>	<u>138,500</u>
430-3134-581.90-00 OPERATING TRANSFER	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
430-3134-590.90-00 TRANSFER TO FUND BALANCE	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
TOTAL SANITATION DIVISION	<u>1,523,809</u>	<u>1,970,873</u>	<u>2,031,073</u>	<u>2,112,158</u>

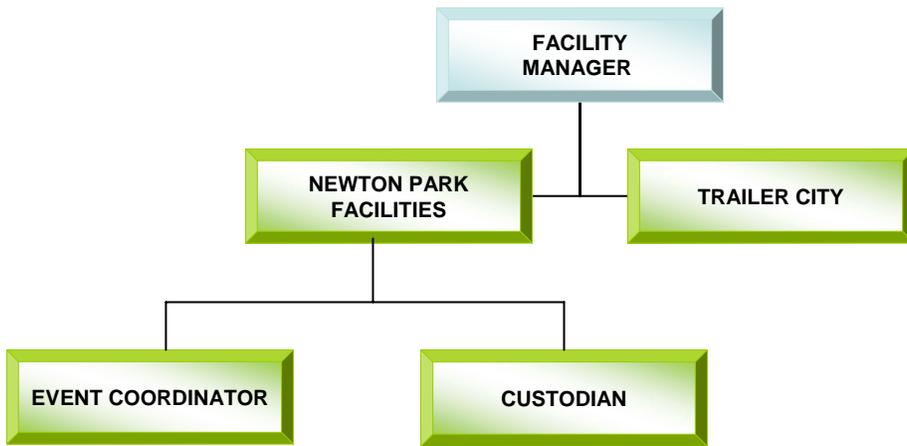
**CITY OF WINTER GARDEN
 FY 2003/2004 BUDGET
 SOLID WASTE OPERATING FUND
 RECYCLING DIVISION EXPENSES**

	<u>2002 ACTUAL</u>	<u>2003 ORIGINAL BUDGET</u>	<u>2003 REVISED BUDGET</u>	<u>2004 PROPOSED BUDGET</u>
430-3136-534.34-07 COMMERCIAL RECYCLE	25,802	25,000	25,000	-
430-3136-534.34-12 TIPPING FEES	2,614	3,000	3,000	3,000
430-3136-534.34-13 CURB-SIDE RECYCLE	131,584	130,560	130,560	150,000
430-3136-534.45-00 GENERAL INSURANCE	4,411	931	931	357
430-3136-534.46-02 EQUIPMENT	25	-	-	-
430-3136-534.46-03 VEHICLES	1,779	2,930	2,930	624
430-3136-534.47-01 PRINTING & BINDING	-	200	200	200
430-3136-534.49-01 OT CHARGES & PYMTS MISC.	-	200	200	200
430-3136-534.52-01 OPERATING SUPPLIES MISC.	7,640	8,000	8,000	8,000
430-3136-534.52-03 GAS & OIL	-	1,800	1,800	1,800
TOTAL MATERIAL SERVICES	173,855	172,621	172,621	164,181
TOTAL RECYCLING DIVISION	173,855	172,621	172,621	164,181

**CITY OF WINTER GARDEN
 FY 2003/2004 BUDGET
 SOLID WASTE OPERATING FUND EXPENSES
 DEPRECIATION**

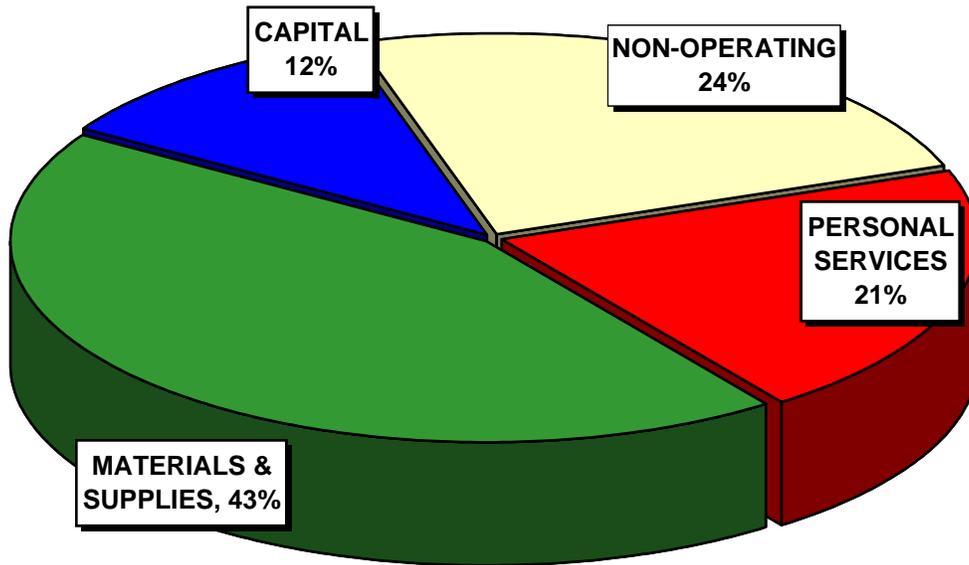
	<u>2002</u> <u>ACTUAL</u>	<u>2003</u> <u>ORIGINAL</u> <u>BUDGET</u>	<u>2003</u> <u>REVISED</u> <u>BUDGET</u>	<u>2004</u> <u>PROPOSED</u> <u>BUDGET</u>
430-3190-534.59-91 DEPRECIATION BUILDING	19,129	-	-	-
430-3190-534.59-92 DEPRECIATION IMPROVEMENTS	4,774	-	-	-
430-3190-534.59-93 DEPRECIATION EQUIPMENT	169,260	-	-	-
TOTAL MATERIAL SERVICES	193,163	-	-	-
TOTAL DEPRECIATION	193,163	-	-	-
TOTAL SOLID WASTE OPERATING FUND	1,890,827	2,143,494	2,203,694	2,276,339

ORGANIZATION CHART TRAILER CITY



**CITY OF WINTER GARDEN
 FY 2003/2004
 TRAILER CITY OPERATING FUND**

USES BY CATEGORY



Personal Services	\$ 53,079
Materials & Supplies	113,526
Capital	29,760
Non-Operating	<u>62,119</u>
	<u>\$ 258,484</u>

TRAILER CITY GOALS AND OBJECTIVES

MISSION STATEMENT: Provide and maintain an affordable and sanitary housing community for the residents of Trailer City. Maintain Tanner Hall and Little Hall in the professional manner that the citizens of Central Florida have come to expect.

STATUS REPORT - FY 2002/03 GOALS AND OBJECTIVES

GOAL 1: PROVIDE A HIGH-QUALITY RESIDENCY COMMUNITY

- Objective 1: Continue installation of new water meter lines on trailer spots
- Objective 2: Continue replacement of utility poles
- Objective 3: Upgrade Trailer City and Landscape maintenance facility

Status 1: Accomplished

Status 2: Accomplished

Status 3: Accomplished

PERFORMANCE - FY 2003/04 GOALS AND OBJECTIVES

GOAL 1: PROVIDE A HIGH-QUALITY RESIDENCY COMMUNITY

- Objective 1: Determine feasibility of a new laundry facility for Trailer City
- Objective 2: Remove older and dilapidated mobile homes when possible

**CITY OF WINTER GARDEN
FY 2003/2004 BUDGET
TRAILER CITY FUND REVENUES**

	<u>2002 ACTUAL</u>	<u>2003 ORIGINAL BUDGET</u>	<u>2003 REVISED BUDGET</u>	<u>2004 PROPOSED BUDGET</u>
450-3657-361.10-00 INVESTMENTS	753	1,124	1,124	-
450-3657-361.30-00 POOLED CASH	143	150	150	-
TOTAL INVESTMENTS	896	1,274	1,274	-
450-3657-362.45-00 RENTALS	259,175	249,840	249,840	225,000
TOTAL SERVICE CHARGES	259,175	249,840	249,840	225,000
450-3657-364.00-00 SALES OF FIXED ASSETS	-	-	-	-
450-3657-369.10-00 COIN LAUNDRY SERVICE	6,126	7,370	7,370	5,000
450-3657-369.90-00 OTHER	-	-	-	-
OTHER REVENUES	6,126	7,370	7,370	5,000
TOTAL TRAILER CITY FUND	266,197	258,484	258,484	230,000

**CITY OF WINTER GARDEN
FY 2003/2004 BUDGET
TRAILER CITY FUND EXPENSES**

	<u>2002 ACTUAL</u>	<u>2003 ORIGINAL BUDGET</u>	<u>2003 REVISED BUDGET</u>	<u>2004 PROPOSED BUDGET</u>
450-3657-539.12-00 SALARIES REGULAR	39,534	40,098	40,098	41,305
450-3657-539.21-00 FICA TAXES	2,999	3,091	3,091	3,184
450-3657-539.22-00 RETIREMENT CONTRIBUTION	2,162	3,592	3,592	6,716
450-3657-539.23-00 EMPLOYEE GROUP INSURANCE	4,563	3,916	3,916	4,312
450-3657-539.24-00 WORKERS COMP INSURANCE	1,283	2,031	2,031	1,394
450-3657-539.25-00 UNEMPLOYMENT COMPENSATION	-	40	40	42
450-3657-539.28-00 EMPLOYEE ENTITLEMENT	308	311	311	311
TOTAL PERSONAL EXPENSES	50,849	53,079	53,079	57,264
450-3657-539.31-01 PROFESSIONAL SERVICE MISC.	-	50	50	3,000
450-3657-539.31-02 LEGAL	1,645	1,500	1,500	3,000
450-3657-539.31-06 MEDICAL	31	-	-	-
450-3657-539.32-00 ACCOUNTING AND AUDIT	1,700	1,896	1,896	1,900
450-3657-539.34-01 CONTRACTUAL SVCS MISC.	-	-	-	4,000
450-3657-539.34-02 LAWN MAINTENANCE	27,595	33,000	33,000	33,000
450-3657-539.41-02 TELEPHONE	998	1,500	1,500	1,500
450-3657-539.41-04 INTERNET	59	-	-	-
450-3657-539.43-00 UTILITY SERVICES	19,919	16,000	16,000	7,500
450-3657-539.44-00 RENTALS AND LEASES	309	-	-	-
450-3657-539.45-00 GENERAL INSURANCE	2,697	866	866	-
450-3657-539.46-01 REPAIRS & MAINTENANCE MISC.	-	-	-	-
450-3657-539.46-02 EQUIPMENT	505	3,500	3,500	3,500
450-3657-539.46-03 VEHICLES	1,015	2,130	2,130	773
450-3657-539.46-10 UTILITY LINE	1,125	-	-	-
450-3657-539.46-10 BUILDING	3,589	3,500	3,500	6,000
450-3657-539.47-01 PRINTING & BINDING	-	-	-	-
450-3657-539.49-01 OT CHARGES & PAYMENTS MISC.	495	2,938	2,938	3,000
450-3657-539.49-02 MANAGEMENT FEES	12,000	16,496	16,496	13,332
450-3657-539.49-05 LICENSES & TAXES	26,986	26,000	26,000	26,000
450-3657-539.49-10 BAD DEBT EXPENSE	3,541	-	-	-
450-3657-539.51-00 OFFICE SUPPLIES	-	-	-	-
450-3657-539.52-01 OPERATING SUPPLIES MISC.	2,082	3,000	3,000	3,000
450-3657-539.52-02 CHEMICALS	-	200	200	200
450-3657-539.52-03 GASOLINE & OIL	727	750	750	850
450-3657-539.52-04 UNIFORMS & ACCESSORIES	200	200	200	200
450-3657-539.54-01 DUES AND SUBSCRIPTIONS	5	-	-	-
450-3657-567.41-02 TELEPHONE	-	-	-	-
TOTAL MATERIAL EXPENSES	107,223	113,526	113,526	110,755
450-3657-539.63-00 CAPITAL IMPROVEMENTS	-	29,760	29,760	-
TOTAL CAPITAL EXPENSES	-	29,760	29,760	-
450-3657-539.91-01 CONTINGENT EXPENSE	-	-	-	-
450-3657-581.99-00 GENERAL FUND TRANSFER	75,698	62,119	62,119	61,981
TOTAL NON-OPERATING EXPENSES	75,698	62,119	62,119	61,981
450-3690-539.59-91 DEPRECIATION BUILDING	859	-	-	-
450-3690-539.59-92 DEPRECIATION IMPROVEMENTS	5,528	-	-	-
450-3690-539.59-93 DEPRECIATION EQUIPMENT	3,629	-	-	-

**CITY OF WINTER GARDEN
 FY 2003/2004 BUDGET
 TRAILER CITY FUND EXPENSES**

	<u>2002</u> <u>ACTUAL</u>	<u>2003</u> <u>ORIGINAL</u> <u>BUDGET</u>	<u>2003</u> <u>REVISED</u> <u>BUDGET</u>	<u>2004</u> <u>PROPOSED</u> <u>BUDGET</u>
450-3690-539.59-94 AMORTIZATION	4,725	-	-	-
TOTAL DEPRECIATION AND AMORTIZATION	14,741	-	-	-
TOTAL TRAILER CITY FUND	248,511	258,484	258,484	230,000

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:

Heritage Depot Museum Trust Fund

General Employee Pension Fund

Firefighter and Police Officer Pension Fund

**CITY OF WINTER GARDEN
 FY 2003/2004 BUDGET
 HERITAGE DEPOT MUSEUM TRUST FUND REVENUES**

	<u>2002</u> <u>ACTUAL</u>	<u>2003</u> <u>ORIGINAL</u> <u>BUDGET</u>	<u>2003</u> <u>REVISED</u> <u>BUDGET</u>	<u>2004</u> <u>PROPOSED</u> <u>BUDGET</u>
601-0000-361.10-00 INVESTMENTS	11	5	5	-
601-0000-361.30-00 POOLED CASH	2	-	-	-
601-0000-366.00-00 CONTRIBUTIONS	-	-	-	-
	<hr/>	<hr/>	<hr/>	<hr/>
TOTAL HERITAGE DEPOT MUSEUM TRUST FUND	<u>13</u>	<u>5</u>	<u>5</u>	<u>-</u>

CITY OF WINTER GARDEN
 FY 2003/2004 BUDGET
 HERITAGE DEPOT MUSEUM TRUST FUND EXPENDITURES

	<u>2002</u> <u>ACTUAL</u>	<u>2003</u> <u>ORIGINAL</u> <u>BUDGET</u>	<u>2003</u> <u>REVISED</u> <u>BUDGET</u>	<u>2004</u> <u>PROPOSED</u> <u>BUDGET</u>
601-0000-573.46-10 BUILDING	-	-	-	-
601-0000-590.99-01 CARRY FORWARD BALANCE	-	5	5	-
TOTAL HERITAGE DEPOT MUSEUM TRUST FUND	-	5	5	-

**CITY OF WINTER GARDEN
 FY 2003/2004 BUDGET
 GENERAL EMPLOYEE PENSION FUND REVENUES**

	<u>2002 ACTUAL</u>	<u>2003 ORIGINAL BUDGET</u>	<u>2003 REVISED BUDGET</u>	<u>2004 PROPOSED BUDGET</u>
610-0000-361.10-00 INVESTMENTS	359,473	395,752	395,752	200,000
610-0000-361.20-00 DIVIDENDS	-	-	-	50,000
610-0000-361.30-00 INCR ON FV ON INV	42	-	-	600,000
610-0000-367.00-00 GAIN ON THE SALE OF INVESTMENTS	(631,023)	300,000	300,000	-
610-0000-368.00-00 RETIREMENT	222,101	384,422	384,422	250,000
610-0000-369.90-00 OTHER	-	-	-	-
610-0000-381.60-00 TRANSFER FROM OPERATING FUNDS	-	-	-	-
TOTAL GENERAL EMPLOYEE PENSION FUND	(49,407)	1,080,174	1,080,174	1,100,000

**CITY OF WINTER GARDEN
FY 2003/2004 BUDGET
GENERAL EMPLOYEE PENSION FUND EXPENDITURES**

	<u>2002 ACTUAL</u>	<u>2003 ORIGINAL BUDGET</u>	<u>2003 REVISED BUDGET</u>	<u>2004 PROPOSED BUDGET</u>
610-0000-513.31-01 PROF SVCS MISC.	19,482	15,000	15,000	20,000
610-0000-513.31-02 LEGAL	7,844	5,000	5,000	5,000
610-0000-513.31-03 INVESTMENT COUNSEL	44,705	63,750	63,750	45,000
610-0000-513.32-00 ACCOUNTING AND AUDIT	-	-	-	-
610-0000-513.34-01 CONTRACT SVCS MISC	4,738	7,550	7,550	7,500
610-0000-513.45-01 INSURANCE	-	-	-	5,000
610-0000-513.54-02 SEMINARS & COURSES	-	200	200	-
610-0000-518.36-00 PENSION BENEFITS	276,228	310,537	310,537	380,000
610-0000-518.36-02 DISABILITY BENEFITS	-	-	-	-
610-0000-518.36-03 SURVIVOR BENEFITS	-	-	-	-
TOTAL MATERIAL SERVICES	352,997	402,037	402,037	462,500
610-0000-590.90-00 TRANSFER TO FUND BALANCE	-	678,137	678,137	637,500
TOTAL NON-OPERATING EXPENSES	-	678,137	678,137	637,500
TOTAL GENERAL EMPLOYEE PENSION FUND	352,997	1,080,174	1,080,174	1,100,000

**CITY OF WINTER GARDEN
FY 2003/2004 BUDGET
FIREFIGHTER'S AND POLICE OFFICER'S PENSION FUND REVENUES**

	<u>2002 ACTUAL</u>	<u>2003 ORIGINAL BUDGET</u>	<u>2003 REVISED BUDGET</u>	<u>2004 PROPOSED BUDGET</u>
620-0000-312.51-00 FIRE INSURANCE PREMIUM	60,229	45,099	45,099	60,000
620-0000-312.52-00 CASUALTY INS PREMIUM TAX	94,584	98,156	98,156	100,000
TOTAL INTERGOVERNMENTAL	154,813	143,255	143,255	160,000
620-0000-361.10-00 INVESTMENTS	313,188	369,910	369,910	180,000
620-0000-361.20-00 DIVIDENDS	-	-	-	70,000
620-0000-361.30-00 INCR ON FV OF INV	35	-	-	1,000,000
620-0000-361.11-00 GAIN ON SALE OF SECURITIES	-	-	-	-
620-0000-361.30-00 POOLED CASH	-	-	-	-
TOTAL INVESTMENTS	313,223	369,910	369,910	1,250,000
620-0000-367.00-00 RETIREMENT CONTRIBUTION 1%	(924,078)	350,000	350,000	-
620-0000-368.00-01 EMPLOYER	217,022	409,689	409,689	250,000
620-0000-368.02-00 EMPLOYEE	23,716	27,602	27,602	20,000
620-0000-369.90-00 OTHER	-	-	-	-
620-0000-381.60-00 TRANSFER FROM OPERATING FUNDS	-	-	-	-
TOTAL CONTRIBUTIONS	(683,340)	787,291	787,291	270,000
TOTAL FIREFIGHTER'S AND POLICE OFFICER'S PENSION FUND	(215,304)	1,300,456	1,300,456	1,680,000

**CITY OF WINTER GARDEN
FY 2003/2004 BUDGET
FIREFIGHTER'S AND POLICE OFFICER'S PENSION FUND EXPENDITURES**

	<u>2002 ACTUAL</u>	<u>2003 ORIGINAL BUDGET</u>	<u>2003 REVISED BUDGET</u>	<u>2004 PROPOSED BUDGET</u>
620-0000-513.31-01 PROF SVCS MISC.	13,117	10,000	10,000	10,000
620-0000-513.31-02 LEGAL	15,397	15,000	15,000	5,000
620-0000-513.31-03 INVESTMENT COUNSEL	42,187	44,400	44,400	45,000
620-0000-513.32-00 ACCOUNTING AND AUDIT	2,300	-	-	-
620-0000-513.34-01 CONTRACT SVCS MISC	6,292	6,000	6,000	6,000
620-0000-513.45-00 GENERAL INSURANCE	3,554	5,000	5,000	5,000
620-0000-513.47-01 PRINTING & BINDING	122	200	200	-
620-0000-513.49-06 RTRMT CONTRB REFUNDED	4,526	-	-	-
620-0000-513.51-00 OFFICE SUPPLIES	203	200	200	200
620-0000-513.52-01 OPERATING SUPPLIES MISC.	51	100	100	100
620-0000-513.54-02 SEMINARS & COURSES	48	100	100	-
620-0000-518.36-00 PENSION BENEFITS	<u>223,514</u>	<u>268,611</u>	<u>268,611</u>	<u>270,000</u>
TOTAL MATERIAL SERVICES	311,311	349,611	349,611	341,300
620-0000-590.90-00 TRANSFER TO FUND BALANCE	<u>-</u>	<u>950,845</u>	<u>950,845</u>	<u>1,338,700</u>
TOTAL NON-OPERATING EXPENSES	-	950,845	950,845	1,338,700
TOTAL FIREFIGHTER'S & POLICE OFFICER'S PENSION FUND	<u>311,311</u>	<u>1,300,456</u>	<u>1,300,456</u>	<u>1,680,000</u>

**FY 2003/04 BUDGET
PROPOSED CAPITAL EXPENDITURES**

		CATEGORY			
		LAND 61	BUILDING 62	BUILDING OTHER THAN 63	CAPITAL 64
GENERAL FUND					
Legislative		\$ -	\$ -	\$ -	\$ -
Administration	Laptop Miscellaneous	- -	- -	- -	3,500 2,000
Utility Billing	Laptop Miscellaneous	- -	- -	- -	2,500 1,000
Information Systems	Rackmount System Microsoft Software-XP, Exchange, Windows	- -	- -	- -	3,000 15,500
Planning	Software-Arc Editor Vehicle	- -	- -	- -	3,574 14,000
Building and Code Enforcement	Interactive Inspection Scheduling System	-	-	-	42,560
Police - Nonsworn		-	-	-	-
Police - Sworn	Comm Center [Police] Roof Replacement One (1) Portable Radio replacement Bicycle Two (2) Laptop replacements Three (3) Vehicle replacements One (1) Laser Unit replacement Server for Laptops Software-Server Battery Backup Two (2)Motorcycle Light Packages	- - - - - - - - - - -	38,000 - - - - - - - - -	- - - - - - - - - -	- 5,500 1,200 5,600 75,000 4,000 6,000 1,000 1,000 2,000
Fire	Three (3) Diesel Exhaust Filtration Systems Two (2) Gas Meters Refrigerator for Station 24 Purchase Lease Vehicle-Command Vehicle Equipment for Command Vehicle Repair Concrete Apron-Station 24	- - - - - -	- - - - - -	- - - - - 3,200	9,000 2,800 1,000 19,500 10,500 -
Cemetery	Pump and Valve Repair-Section 3 Utility Cart	- -	- -	3,500 -	- 6,700

**FY 2003/04 BUDGET
PROPOSED CAPITAL EXPENDITURES**

		CATEGORY			
		IMPROVEMENTS OTHER THAN			
		LAND 61	BUILDING 62	BUILDING 63	CAPITAL 64
Streets	Air Conditioner-Sign Shop	-	3,000	-	-
	Boyd Street Parking Lot	-	-	50,000	-
	Truck-1 Ton Crew Cab	-	-	-	34,000
	Fork Lift-Used	-	-	-	15,000
	Riding Mower	-	-	-	13,000
	Tractor & Mower	-	-	-	38,000
	Computer	-	-	-	900
Building Maintenance	Laptop	-	-	-	2,500
	Air Compressor	-	-	-	1,500
	Computer	-	-	-	900
Fleet Maintenance	Shop Office	-	10,000	-	-
	Wiring for Shop	-	12,000	-	-
	Computer	-	-	-	900
	Two Post Lift	-	-	-	7,500
	Overhead Oil System	-	-	-	2,000
	Waste Oil Drain System	-	-	-	800
	Tool Chest and Tools	-	-	-	2,200
	Floor Fans	-	-	-	1,900
	Compressor	-	-	-	4,000
Parks Division	Resurface Basketball and Tennis Courts	-	-	35,000	-
	Pool Vacuum	-	-	-	5,000
	John Deere Mower	-	-	-	10,350
	Utility Lift Vehicle	-	-	-	16,000
	Flat Bed Trailer	-	-	-	1,500
Recreation	-	-	-	-	
Cultural Services	Railroad Museum	-	60,000	-	-
	Railroad Museum - Sidewalk & Parking Lot	-	-	50,000	-
Special Events	-	-	-	-	
Landscaping	-	-	-	-	
Legal	-	-	-	-	
Engineering	Laptop	-	-	-	2,500
	Utility Cart	-	-	-	5,000
	Laser Level	-	-	-	1,600
	Locaters	-	-	-	4,500
	Rolling Straight-edge	-	-	-	4,000
	Two (2) Turbidity Meters	-	-	-	2,000
TOTAL - GENERAL FUND		-	123,000	141,700	415,984

**FY 2003/04 BUDGET
PROPOSED CAPITAL EXPENDITURES**

	CATEGORY			
	LAND 61	BUILDING 62	IMPROVEMENTS OTHER THAN BUILDING 63	CAPITAL 64
COMMUNITY REDEVELOPMENT AGENCY FUND	-	-	-	-
LAW ENFORCEMENT TRUST SPECIAL REVENUE FUND	-	-	-	-
LOCAL LAW ENFORCEMENT BLOCK GRANT FUND				
Laptops	-	-	-	18,047
TOTAL - LOCAL LAW ENFORCEMENT BLOCK GRANT FUND	-	-	-	18,047
LOCAL OPTION GAS TAX FUND				
Resurface South Park Avenue	-	-	100,000	-
Main Street - Story to Vining	-	-	280,000	-
Tremaine Street - Main to Dillard	-	-	103,922	-
North Boyd Street	-	-	103,548	-
	-	-	182,448	-
TOTAL - LOCAL OPTION GAS TAX FUND	-	-	769,918	-
IMPACT FEE FUND				
Police - Sworn				
One (1) Vehicle	-	-	-	24,000
Vehicle Equipment	-	-	-	8,000
Mobile Radio	-	-	-	5,500
Two (2) Laptops	-	-	-	5,000
Fire	-	-	-	-
Streets				
Story Road R.O.W. Improvements	500,000	-	-	-
Story Road-Ninth Street Intersection-Design	-	-	65,000	-
Daniels Road Lighting	-	-	30,000	-
Recreation	-	-	-	-
TOTAL - IMPACT FEE FUND	500,000	-	95,000	42,500
TRANSPORTATION IMPACT FEES SOUTH OF TURNPIKE FUND	-	-	-	-
TRANSPORTATION IMPACT FEES OOCEA PLEDGE FUND	-	-	-	-
CAPITAL PROJECTS FUND	-	-	-	-
DOWNTOWN RENOVATION PROJECT FUND	-	-	-	-

**FY 2003/04 BUDGET
PROPOSED CAPITAL EXPENDITURES**

		CATEGORY			
		LAND 61	BUILDING 62	BUILDING OTHER THAN 63	CAPITAL 64
UTILITIES FUND					
Administration	Laptop	-	-	-	3,000
Water	Miscellaneous High Service Pump-Palmetto WTP	-	-	2,000 -	- 25,000
Wastewater	Two (2) Truck replacements	-	-	-	34,000
Distribution	Laptop One (1) Truck Radio Zip Tap Unit	-	-	-	3,000 26,000 1,900 1,750
Collection	Boom Truck	-	-	-	50,000
TOTAL - UTILITIES FUND		-	-	2,000	144,650
UTILITIES IMPACT FEE FUND					
Water	Boyd Street Well Improvements Sodium Hypochlorite Conversions	-	-	115,000 95,000	- -
Wastewater	Effluent Disposal Level Detectors for Ponds Sodium Hypochlorite Conversions	-	-	1,793,000 153,584 39,000	- - -
Distribution	Main Street - Story to Vining Casings for Beltway Developer Cost Share Stoneybrook West Water Main County Road 535-Windermere Road Daniels Road North Tremaine Street Trunk Line "C" Phases 1 & 2	-	-	20,873 24,624 200,000 325,380 270,000 17,739 452,671	- - - - - - -
Collection	Developer Cost Share Casings for Beltway Daniels Road North W. Crown Point Road Force Main Trunk Line "C" Phases 1 & 2 Trunk Line "C" Phases 2-5	-	-	225,000 40,416 270,000 149,592 762,626 217,075	- - - - - -
TOTAL - UTILITIES IMPACT FEE FUND		-	-	5,171,580	-

**FY 2003/04 BUDGET
PROPOSED CAPITAL EXPENDITURES**

		CATEGORY			
		IMPROVEMENTS OTHER THAN			
		LAND 61	BUILDING 62	BUILDING 63	CAPITAL 64
UTILITIES RENEWAL & REPLACEMENT FUND					
Water	Well-Pump Rehabilitation	-	-	50,000	-
	Joiner Street from Boyd to Main	-	-	33,500	-
Wastewater	Pond Underdrain Repairs	-	-	50,000	-
Distribution	North Boyd Street	-	-	26,996	-
	Distribution Line Relocates	-	-	50,000	-
	James, Virginia, Gary Waterline Upgrades	-	-	110,615	-
	Trunk Line "C" Phases 1 & 2	-	-	119,841	-
	South Park Avenue	-	-	13,829	-
Collection	Inflow/Infiltration Abatement	-	-	50,000	-
	Manhole/Lift Station Relining	-	-	25,000	-
	Lift Station Rebuilds	-	-	75,000	-
	Manhole Risers	-	-	5,000	-
	South Park Avenue	-	-	15,525	-
	Trunk Line "C" Phases 1 & 2	-	-	83,889	-
	Tremaine Street (Maine to Dillard)	-	-	26,003	-
	Main Street - Story to Vining	-	-	32,400	-
	North Boyd Street	-	-	48,807	-
TOTAL - UTILITIES RENEWAL & REPLACEMENT FUND		-	-	816,405	-
STORMWATER FUND					
	South Park Avenue	-	-	86,549	-
	Tremaine Street	-	-	25,415	-
	Main Street - Story to Vining	-	-	29,325	-
	North Boyd Street	-	-	43,355	-
	Trunk Line "C" Phases 1 & 2	-	-	148,983	-
TOTAL - STORMWATER FUND		-	-	333,627	-
SOLID WASTE FUND					
	Pole Bart Replacement #1	-	70,000	-	-
	Women's Restroom	-	3,500	-	-
	Sewer to Public Works	-	-	35,000	-
	Truck Body Rebuild	-	-	-	30,000
TOTAL - SOLID WASTE FUND		-	73,500	35,000	30,000
TRAILER CITY FUND		-	-	-	-
TOTAL - TRAILER CITY FUND		-	-	-	-
TOTAL RECOMMENDED CAPITAL EXPENDITURES		500,000	196,500	7,365,230	651,181

**CITY OF WINTER GARDEN
FY 2003/2004 BUDGET
PROGRAM SUMMARY FOR RECOMMENDED MAJOR CAPITAL EXPENDITURES**

<u>PROJECT NAME</u>	<u>SOURCE FUND</u>		<u>2004</u>	<u>2005</u>	<u>2006</u>	<u>2007</u>	<u>2008</u>	<u>Totals</u>
GENERAL FUND								
Interactive Inspection Scheduling System	GF	BLDG/CODE	42,560	-	-	-	-	42,560
Comm Center/Post Office Roof Repair	GF	POLICE	38,000	-	-	-	-	38,000
Command Vehicle	GF	FIRE	30,000	-	-	-	-	30,000
Ladder Truck (Quint)	GF	FIRE	-	-	650,000	-	-	650,000
Fire Station-Hennis Road	GF	FIRE	-	650,000	-	-	-	650,000
Boyd Street Parking Lot	GF	STREETS	50,000	350,000	-	-	-	400,000
Truck-1 Ton Crew Cab	GF	STREETS	34,000	-	-	-	-	34,000
Tractor and Mower	GF	STREETS	38,000	-	-	-	-	38,000
New Shop	GF	FLEET	22,000	-	-	-	-	22,000
Resurface Basketball and Tennis Courts	GF	PARKS	35,000	-	-	-	-	35,000
Parks Equipment Complex	GF	PARKS	-	75,000	-	-	-	75,000
Maple Street Restrooms	GF	PARKS	-	-	85,000	-	-	85,000
Klondike Restrooms	GF	PARKS	-	-	-	85,000	-	85,000
Park Fields - Sod	GF	PARKS	-	-	100,000	-	-	100,000
Newton Park Upgrade	GF	PARKS	-	-	-	2,000,000	-	2,000,000
Senior Field Lights	GF	PARKS	-	-	-	100,000	-	100,000
Community Park - Land Acquisition	GF	PARKS	-	-	-	-	2,000,000	2,000,000
Passenger Van	GF	RECREATION	-	-	65,000	-	-	65,000
Railroad Museum - Building	GF	CULTURAL SERVICES	60,000	-	-	-	-	60,000
Railroad Museum - Sidewalk/Parking Lot	GF	CULTURAL SERVICES	50,000	-	-	-	-	50,000
Street Resurface	LOGT	STREETS	100,000	100,000	100,000	100,000	100,000	500,000
South Park Avenue	LOGT	STREETS	280,000	-	-	-	-	280,000
Main Street (Story to Vining)	LOGT	STREETS	103,922	-	-	-	-	103,922
Tremaine Street (Main to Dillard)	LOGT	STREETS	103,548	-	-	-	-	103,548
Division Street (Dillard to Lakeview)	LOGT	STREETS	-	330,341	-	-	-	330,341
North Boyd Street	LOGT	STREETS	182,448	-	-	-	-	182,448
Dillard Street Phase 1	LOGT	STREETS	-	-	250,148	-	-	250,148
Dillard Street Phase 2	LOGT	STREETS	-	-	-	135,497	-	135,497
Dillard Street Phase 3	LOGT	STREETS	-	-	-	-	135,497	135,497
Vineland Rd (S.R. 50 to Palmetto Ave)	LOGT	STREETS	-	-	-	272,190	-	272,190
North Lakeview (Henderson to Newell)	LOGT	STREETS	-	-	-	-	105,212	105,212
North Highland (Henderson to Newell)	LOGT	STREETS	-	-	-	-	105,212	105,212
Newell Street (Highland to Dillard)	LOGT	STREETS	-	-	-	-	304,696	304,696
South Highland (Smith to R/R tracks)	LOGT	STREETS	-	-	-	-	111,401	111,401

**CITY OF WINTER GARDEN
FY 2003/2004 BUDGET
PROGRAM SUMMARY FOR RECOMMENDED MAJOR CAPITAL EXPENDITURES**

PROJECT NAME	SOURCE FUND	2004	2005	2006	2007	2008	Totals
South Lakeview (Smith to R/R tracks)	LOGT STREETS	-	-	-	-	111,401	111,401
South Main Street (Smith to Tremaine)	LOGT STREETS	-	-	-	-	111,401	111,401
South Woodland Street (Smith to Tremaine)	LOGT STREETS	-	-	-	-	111,401	111,401
Tildenville School Rd (Plant to Trail)	LOGT STREETS	-	-	-	-	519,869	519,869
Story Road-Ninth Street Intersection Improv.	GIF STREETS	65,000	-	425,000	-	-	490,000
Daniels Road Lighting	GIF STREETS	30,000	30,000	-	-	-	60,000
Beulah Road/S.R. 50	GIF STREETS	-	96,000	-	-	-	96,000
Story Road R.O.W. Improvements	GIF STREETS	500,000	-	-	-	-	500,000

UTILITIES

Boom Truck	UF-WW COLLECTION	50,000	-	-	-	-	50,000
Boyd Street Well Improvements	UIF-W WATER	115,000	-	-	-	-	115,000
Sodium Hypochlorite Conversions	UIF-W WATER	95,000	-	-	-	-	95,000
Palmetto Well #2	UIF-W WATER	-	-	65,000	-	-	65,000
Fullers Cross Well Study, Upgrade and 2nd Well	UIF-W WATER	-	-	-	15,000	300,000	315,000
Trunk Line "C" Phases 1 & 2	UIF-W DISTRIBUTION	452,671	-	-	-	-	452,671
Main Street - Story to Vining	UIF-W DISTRIBUTION	20,873	-	-	-	-	20,873
Casings for the Beltway	UIF-W DISTRIBUTION	24,624	-	-	-	-	24,624
SBW Water Main CR 535-Windermere Road	UIF-W DISTRIBUTION	325,380	-	-	-	-	325,380
CR 545 - Water Main SBW to Johns Lake Pointe	UIF-W DISTRIBUTION	-	397,470	-	-	-	397,470
Developer Cost Share - Distribution System	UIF-W DISTRIBUTION	200,000	200,000	200,000	200,000	200,000	1,000,000
Daniels Road North	UIF-W DISTRIBUTION	270,000	-	-	-	-	270,000
Tremaine Street (Main to Dillard)	UIF-W DISTRIBUTION	17,739	-	-	-	-	17,739
Dillard Street Phase 1	UIF-W DISTRIBUTION	-	-	42,987	-	-	42,987
Dillard Street Phase 2	UIF-W DISTRIBUTION	-	-	-	22,825	-	22,825
Dillard Street Phase 3	UIF-W DISTRIBUTION	-	-	-	-	22,825	22,825
Vineland Rd (S.R. 50 to Palmetto Ave)	UIF-W DISTRIBUTION	-	-	-	54,269	-	54,269
North Lakeview (Henderson to Newell)	UIF-W DISTRIBUTION	-	-	-	-	19,840	19,840
North Highland (Henderson to Newell)	UIF-W DISTRIBUTION	-	-	-	-	19,840	19,840
South Highland (Smith to R/R tracks)	UIF-W DISTRIBUTION	-	-	-	-	17,500	17,500
South Lakeview (Smith to R/R tracks)	UIF-W DISTRIBUTION	-	-	-	-	17,500	17,500
Newell Street (Highland to Dillard)	UIF-W DISTRIBUTION	-	-	-	-	63,250	63,250
South Main Street (Smith to Tremaine)	UIF-W DISTRIBUTION	-	-	-	-	18,958	18,958
South Woodland Street (Smith to Tremaine)	UIF-W DISTRIBUTION	-	-	-	-	18,958	18,958

**CITY OF WINTER GARDEN
FY 2003/2004 BUDGET
PROGRAM SUMMARY FOR RECOMMENDED MAJOR CAPITAL EXPENDITURES**

<u>PROJECT NAME</u>	<u>SOURCE FUND</u>	<u>2004</u>	<u>2005</u>	<u>2006</u>	<u>2007</u>	<u>2008</u>	<u>Totals</u>	
Tildenville School Rd (Plant to Trail)	UIF-W	DISTRIBUTION	-	-	-	-	64,006	64,006
Effluent Disposal	UIF-WW	WASTEWATER	1,793,000	587,000	687,450	650,000	650,000	4,367,450
Level Detector for Ponds	UIF-WW	WASTEWATER	153,584	-	-	-	-	153,584
Sodium Hypochlorite Conversions	UIF-WW	WASTEWATER	39,000	-	-	-	-	39,000
Developer Cost Share - Collection System	UIF-WW	COLLECTION	225,000	225,000	225,000	225,000	225,000	1,125,000
Casings for the Beltway	UIF-WW	COLLECTION	40,416	-	-	-	-	40,416
Daniels Road North	UIF-WW	COLLECTION	270,000	-	-	-	-	270,000
Story Road-Ninth Street Intersection Improv.	UIF-WW	COLLECTION	-	-	20,000	-	-	20,000
Trunk Line "C" Phases 1 & 2	UIF-WW	COLLECTION	762,626	-	-	-	-	762,626
Trunk Line "C" Design (Phases 2-5)	UIF-WW	COLLECTION	217,075	-	-	-	-	217,075
Trunk Line "C" Phases 3, 4, 5	UIF-WW	COLLECTION	-	-	1,992,888	-	-	1,992,888
W. Crown Point Road Force Main	UIF-WW	COLLECTION	149,592	-	-	-	-	149,592
CR 545 SBW to Johns Lake Pointe	UIF-WW	COLLECTION	-	397,480	-	-	-	397,480
Vineland Rd (S.R. 50 to Palmetto Ave)	UIF-WW	COLLECTION	-	-	-	Design	84,242	84,242
Well Pump Rehabilitation	URR-W	WATER	50,000	-	-	-	-	50,000
Joiner Street (Boyd to Main)	URR-W	WATER	33,500	-	-	-	-	33,500
Pond Underdrain Repairs	URR-WW	WASTEWATER	50,000	50,000	50,000	50,000	50,000	250,000
Trunk Line "C" Phases 1 & 2	URR-W	DISTRIBUTION	119,841	-	-	-	-	119,841
North Boyd Street	URR-W	DISTRIBUTION	26,996	-	-	-	-	26,996
Distribution Line Relocates	URR-W	DISTRIBUTION	50,000	50,000	50,000	50,000	50,000	250,000
South Park Avenue	URR-W	DISTRIBUTION	13,829	-	-	-	-	13,829
Story Road-Ninth Street Intersection Improv.	URR-W	DISTRIBUTION	-	-	28,000	-	-	28,000
James, Virginia, Gary Water Upgrade	URR-W	DISTRIBUTION	110,615	-	-	-	-	110,615
Division Street (Dillard to Lakeview)	URR-W	DISTRIBUTION	-	57,592	-	-	-	57,592
Trunk Line "C" Phases 1 & 2	URR-WW	COLLECTION	83,889	-	-	-	-	83,889
Inflow/Infiltration Abatement	URR-WW	COLLECTION	50,000	50,000	50,000	50,000	50,000	250,000
Manhole/Lift Station Relining	URR-WW	COLLECTION	25,000	25,000	25,000	25,000	25,000	125,000
Lift Station Rebuilds	URR-WW	COLLECTION	75,000	75,000	75,000	75,000	75,000	375,000
Manhole Risers	URR-WW	COLLECTION	5,000	5,000	5,000	5,000	5,000	25,000
South Park Avenue	URR-WW	COLLECTION	15,525	-	-	-	-	15,525
Main Street (Story to Vining)	URR-WW	COLLECTION	32,400	-	-	-	-	32,400
North Boyd Street	URR-WW	COLLECTION	48,807	-	-	-	-	48,807

**CITY OF WINTER GARDEN
FY 2003/2004 BUDGET
PROGRAM SUMMARY FOR RECOMMENDED MAJOR CAPITAL EXPENDITURES**

PROJECT NAME	SOURCE FUND		2004	2005	2006	2007	2008	Totals
Tremaine Street (Main to Dillard)	URR-WW	COLLECTION	26,003	-	-	-	-	26,003
Division Street (Dillard to Lakeview)	URR-WW	COLLECTION	-	97,604	-	-	-	97,604
Dillard Street Phase 1	URR-WW	COLLECTION	-	-	67,658	-	-	67,658
Dillard Street Phase 2	URR-WW	COLLECTION	-	-	-	36,648	-	36,648
Dillard Street Phase 3	URR-WW	COLLECTION	-	-	-	-	36,648	36,648
North Lakeview (Henderson to Newell)	URR-WW	COLLECTION	-	-	-	-	29,101	29,101
North Highland (Henderson to Newell)	URR-WW	COLLECTION	-	-	-	-	29,101	29,101
Newell Street (Highland to Dillard)	URR-WW	COLLECTION	-	-	-	-	97,574	97,574
South Highland (Smith to R/R tracks)	URR-WW	COLLECTION	-	-	-	-	27,888	27,888
South Lakeview (Smith to R/R tracks)	URR-WW	COLLECTION	-	-	-	-	27,888	27,888
South Main Street (Smith to Tremaine)	URR-WW	COLLECTION	-	-	-	-	39,244	39,244
South Woodland Street (Smith to Tremaine)	URR-WW	COLLECTION	-	-	-	-	27,600	27,600

STORMWATER

Trunk Line "C" Phases 1 & 2	S	STORMWATER	148,983	-	-	-	-	148,983
South Park Avenue	S	STORMWATER	86,549	-	-	-	-	86,549
Main Street (Story to Vining)	S	STORMWATER	29,325	-	-	-	-	29,325
North Boyd Street	S	STORMWATER	43,355	-	-	-	-	43,355
Tremaine Street (Main to Dillard)	S	STORMWATER	25,415	-	-	-	-	25,415
Division Street (Dillard to Lakeview)	S	STORMWATER	-	49,818	-	-	-	49,818
Story Road-Ninth Street Intersection Improv.	S	STORMWATER	-	-	82,800	-	-	82,800
Dillard Street Phase 1	S	STORMWATER	-	-	90,275	-	-	90,275
Dillard Street Phase 2	S	STORMWATER	-	-	-	56,178	-	56,178
Dillard Street Phase 3	S	STORMWATER	-	-	-	-	56,178	56,178
Vineland Rd (S.R. 50 to Palmetto Ave)	S	STORMWATER	-	-	-	46,069	-	46,069
Lulu Creek	S	STORMWATER	-	-	-	-	550,000	550,000
North Lakeview (Henderson to Newell)	S	STORMWATER	-	-	-	-	23,748	23,748
North Highland (Henderson to Newell)	S	STORMWATER	-	-	-	-	34,098	34,098
Newell Street (Highland to Dillard)	S	STORMWATER	-	-	-	-	110,975	110,975
South Highland (Smith to R/R tracks)	S	STORMWATER	-	-	-	-	22,770	22,770
South Lakeview (Smith to R/R tracks)	S	STORMWATER	-	-	-	-	22,770	22,770
South Main Street (Smith to Tremaine)	S	STORMWATER	-	-	-	-	22,770	22,770
South Woodland Street (Smith to Tremaine)	S	STORMWATER	-	-	-	-	22,770	22,770

**CITY OF WINTER GARDEN
FY 2003/2004 BUDGET
PROGRAM SUMMARY FOR RECOMMENDED MAJOR CAPITAL EXPENDITURES**

PROJECT NAME	SOURCE FUND		2004	2005	2006	2007	2008	Totals
Tildenville School Rd (Plant to Trail)	S	STORMWATER	-	-	-	-	42,665	42,665
Truck Sweeper	S	STORMWATER	-	120,000	-	-	-	120,000
Dump Truck	S	STORMWATER	-	-	80,000	-	-	80,000
3 yd Vactor	S	STORMWATER	-	-	-	-	130,000	130,000
SOLID WASTE								
Sewer to Public Works	SW	SOLID WASTE	35,000	-	-	-	-	35,000
Truck Body Rebuild	SW	SOLID WASTE	30,000	-	-	-	-	30,000
Garage Addition	SW	SOLID WASTE	-	-	70,000	-	-	70,000
Public Works Office [5,000 sf Metal Bldg]	SW	SOLID WASTE	-	30,000	1,000,000	-	-	1,030,000
Pole Barn #1 Replacement	SW	SOLID WASTE	70,000	50,000	-	60,000	-	180,000
Sideloard Truck	SW	SOLID WASTE	-	142,600	-	144,000	-	286,600
Claw Truck	SW	SOLID WASTE	-	-	-	100,000	-	100,000
Total			<u>8,271,090</u>	<u>4,240,905</u>	<u>6,582,206</u>	<u>4,557,676</u>	<u>7,046,797</u>	

**CITY OF WINTER GARDEN
FULL TIME EMPLOYEES**

DEPARTMENT	FY96-97 # of emp	FY97-98 # of emp	FY98-99 # of emp	FY99-00 # of emp	FY00-01 # of emp	FY01-02 # of emp	FY02-03 # of emp	FY03-04 # of emp
City Commission	5	5	5	5	5	5	5	5
Administration	7	7	8	9	10	16	19	19
Planning	1	3	3	3	3	3	4	4
Engineering	2	2	2	2	1	1	2.5	3
TOTAL GENERAL GOVERNMENT	15	17	18	19	19	25	30.5	31
Police - sworn	34	34	34	35	36	39	43	46
Police - non-sworn	10	10	11	12	13	14	15	16
Fire	17	17	17.5	20.5	20.5	24.5	31	34
Code Enforcement	4	5	5	7	9	9	10.5	10
TOTAL PUBLIC SAFETY	65	66	67.5	74.5	78.5	86.5	99.5	106
Streets	8.5	8.5	8.5	8.5	10.5	10.5	11.5	11.5
Building Maintenance	2.5	3	3	4	4	4	4	5
Shop	3	3	3	3	3	4	4	4
Cemetery	0.5	1	1	1	1	1	1	1
Parks								10
TOTAL PUBLIC WORKS	14.5	15.5	15.5	16.5	18.5	19.5	20.5	31.5
Recreation	9	9	4	4	4.5	4.5	6.5	6
Parks	3	4	9	10	7	8	8	0
TOTAL PARKS/RECREATION	12	13	13	14	11.5	12.5	14.5	6
Utility Administration	6	6	6	6	8	5	6	6
Water	9	9	9	9	10	11	13	15
Wastewater	13	13	15	15	15	17	17	17
TOTAL UTILITIES	28	28	30	30	33	33	36	38
Sanitation	12	12	15	16	15.5	14.5	15.5	15.5
TOTAL SANITATION	12	12	15	16	15.5	14.5	15.5	15.5
TRAILER CITY	2	1	1	1	4	4	5	3
STORMWATER	1.5	1.5	1.5	1.5	2	2	2	2
TOTALS (less Commission)	145	149	156.5	167.5	177	192	218.5	228

**STAFFING TABLE
CITY OF WINTER GARDEN
FY 2003/04**

	Approved Budget FY 2001/02	Approved Budget FY 2002/03	Approved Budget FY 2003/04
ADMINISTRATION DEPARTMENT			
City Manager (100)	1	1	1
City Clerk (101)	1	1	1
Executive Secretary/Deputy City Clerk (104)	1	1	1
Occupational License Clerk (103)	0	1	1
Human Resource Officer (120)	1	1	1
Receptionist (105)	0	1	1
Assistant to the City Manager (110)	1	1	1
Total, Administration Department	5	7	7
FINANCE DEPARTMENT			
Finance Director (600)	1	1	1
Accounting Manager (601)	1	1	1
Accountant (602)	1	1	1
Account Clerk/Payroll Specialist (603)	1	1	1
Account Clerk (604)	1	1	1
Utility Billing Manager (610)	1	1	1
Senior Utility Clerk (611)	1	1	1
Utility Clerk (612)	2	2	2
MIS Coordinator (620)	1	1	1
Network Specialist (621)	0	1	1
Communication Specialist (622)	1	1	1
Total, Finance Department	11	12	12
ENGINEERING DEPARTMENT			
City Engineer (890)	0	0	0
Engineering Permit Clerk (893)	0	0.5	1
Engineering Inspector I (891)	0	1	1
Engineering Inspector II (892)	1	1	1
Total, Engineering Department	1	2.5	3
PLANNING DEPARTMENT			
Planning Director (200)	1	1	1
Senior Planner (201)	1	1	1
Planner I (202)	0	1	1
Building Official (210)	1	1	1
Chief Building Inspector (211)	1	1	1
Building Inspector I (212)	2	3	3
Enforcement Officer II (220)	1	1	1
Permit Clerk (216)	1	1.5	1
Building Inspector II (213)	1	1	1
Enforcement Officer I (221)	1	1	1
Senior Permit Clerk (215)	1	1	1
Planning Technician (205)	1	1	1
Total, Planning Department	12	14.5	14
FIRE DEPARTMENT			
Fire Chief (300)	1	1	1
Assistant Fire Chief (301)	1	1	1
Fire Marshall (310)	0	1	1
Fire Inspector (311)	1.5	1	1
Fire Captain (302)	3	3	3
Fire Lieutenant (303)	0	3	6
Fire Engineer (304)	3	6	6
Firefighter/EMT (305)	14	14	15
Firefighter/Paramedic (306)	1	1	0
Total, Fire Department	24.5	31	34

**STAFFING TABLE
CITY OF WINTER GARDEN
FY 2003/04**

	Approved Budget FY 2001/02	Approved Budget FY 2002/03	Approved Budget FY 2003/04
POLICE DEPARTMENT			
Police Chief (400)	1	1	1
Assistant Police Chief (401)	1	1	0
Police Captain (402)	1	0	0
Police Lieutenant (403)	1	2	3
Police Sergeant (404)	5	5	5
Police Corporal (405)	4	5	5
Police Officer (406)	26	29	32
Executive Assistant to the Chief (430)	1	1	1
Police Communications Technician (410)	1	0	0
Senior Dispatcher (410)	1	1	1
Police Dispatcher (411)	8	10	10
Records Supervisor (420)	1	1	1
Records Clerk (421)	1	1	1
Custodian (431)	1	1	1
Police Evidence Technician (440)	1	0	1
Total, Police Department	53	58	62
PARKS/RECREATION DEPARTMENT			
Recreation Director (700)	1	1	1
Recreation Supervisor (701)	1	1	1
Recreation Leader (702)	1	1	1
Secretary (703)	1	1	1
Event Coordinator (704)	0.5	0.5	0
Recreation Specialist (705)	0	1	1
Centennial Coordinator (706)	0	1	1
Parks Foreman (720)	1	1	0
Grounds Keeper (721)	5	5	0
Maintenance Supervisor (710)	1	1	0
Custodian (711)	1	1	0
Total, Recreation	12.5	14.5	6
PUBLIC WORKS DEPARTMENT			
Director (800)	1	1	1
Assistant Director (801)	1	1	1
Crew Leader (810)	1	1	1
Equipment Operator III (813)	1	1	1
Equipment Operator II (812)	4	4	4
Equipment Operator I (811)	1	2	2
Administrative Assistant (802)	0.5	0.5	0.5
Signage Specialist (815)	1	1	1
Garage Superintendent (840)	1	1	1
Mechanic I (843)	2	2	2
Mechanic II (842)	1	1	1
Project Manager (850)	1	1	1
Trades Specialist III (853)	1	1	1
Trades Specialist II (852)	0	0	1
Trades Specialist I (851)	2	2	2
Sexton (860)	1	1	1
Administrative Assistant (802)	0.5	0.5	0.5
Sanitation Supervisor (820)	1	1	1
Solid Waste Side-Load Operator (821)	3	4	4
Solid Waste Truck Operator (822)	2	2	2
Solid Waste Truck Loader (823)	4	4	4
Equipment Operator II (825)	4	4	4
Equipment Operator II (831)	1	1	1
Equipment Operator III (832)	1	1	1
Parks Superintendent (870)	0	0	1
Parks Foreman (871)	0	0	2
Groundskeeper (872)	0	0	7
Total, Public Works	36	38	49

**STAFFING TABLE
CITY OF WINTER GARDEN
FY 2003/04**

	Approved Budget FY 2001/02	Approved Budget FY 2002/03	Approved Budget FY 2003/04
UTILITIES DEPARTMENT			
Utilities Director (500)	1	1	1
Assistant Utilities Director (501)	1	1	1
Field Operators Supervisor (505)	0	0	0
Utilities Inspector I (504)	1	1	1
Utilities Inspector II (505)	1	1	1
Customer Service Technician I (506)	1	0	1
Water Conservation Officer (503)	0	1	1
Administrative Secretary (502)	1	1	1
Water Plant Supervisor (510)	1	1	1
Water Plant Operator Class A (511)	0	1	1
Water Plant Operator Class B ((512)	1	0	0
Water Plant Operator Class C (513)	1	1	1
Water Plant Operator Trainee (514)	2	2	2
Backflow Technician (515)	0	0	1
Wastewater Plant Supervisor (520)	1	1	1
Wastewater Operator Class A (521)	1	1	1
Wastewater Operator Class B (522)	0	0	0
Wastewater Operator Class C (523)	4	3	3
Wastewater Operator Trainee (524)	1	2	2
Lab Tech/QA Officer (525)	1	1	1
Disposal Equipment Operator (526)	1	0	0
Utilities Equipment Operator (536)	0	2	2
Collection Division Supervisor (530)	1	1	1
Equipment Operator III (533)	1	0	0
Collection Field Tech II (531)	1	0	0
Collection Field Tech I (531)	4	5	5
Collection Division Lift Station Operator (538)	1	1	1
Distribution Division Supervisor (540)	1	1	1
Distribution Field Tech II (542)	2	1	1
Distribution Field Tech I (541)	3	6	6
Total, Utilities	33	36	38
TRAILER CITY			
Facilities Manager (900)	1	1	1
Event Coordinator (920)	0	0	1
Custodian (930)	0	0	1
Parks/Ground Supervisor (910)	1	1	0
Groundskeeper (911)	2	3	0
Total, Trailer City	4	5	3
	Approved Budget FY 2001/02	Approved Budget FY 2002/03	Approved Budget FY 2002/03
TOTAL NUMBER OF EMPLOYEES:	192	218.5	228

GLOSSARY

ACTIVITY: A significant element of a department's programmatic responsibilities performed for the purpose of accomplishing a function for which a department is responsible.

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

APPROPRIATION: An amount of money set apart by City Commission for a specific purpose; authority to incur obligations or make expenditures.

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

BALANCED BUDGET: A budget in which estimated revenues equal estimated appropriations.

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 comprehensive financial plan of operations which attempts to rationalize the allocation of limited revenues among competing expenditure requirements for a given time period. Most local governments have two types of budgets: the "Operating" budget and the "Capital Improvement" budget.

BUDGETARY ACCOUNTS: Accounts used to record the formally adopted annual operating budget in the general ledger. This budgetary integration is the basis of the City's management control process. Also referred to as line items, budgetary accounts are grouped by similar items for uniformity of purchasing decisions.

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

CAPITAL IMPROVEMENT: Physical asset, constructed or purchased, that has a minimum cost of \$10,000 and 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 expenditure of principal and interest on borrowed funds.

DEBT 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.

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.

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.

HOMESTEAD EXEMPTION: A statewide exemption which is a deduction from the total taxable assessed value of owner occupied property. The current exemption is \$25,000.

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.

LINE ITEM: A specific item or group of similar items defined in a unique account in the financial records. Revenue and expenditures are anticipated and appropriated at this level. This is the lowest level of detail at which justification is reviewed and decisions are made.

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.

OBJECT CODE: A numerical suffix to an account number which represents a defined object or item within an account group, i.e., the use of an Object Code to differentiate between regular postage and express mail charges.

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

OPERATING EXPENSE: 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.

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 often emulates the private sector and focuses on the measurement of net income.

REVENUE: Money received by the City from external sources; income.

REVENUE BOND: A bond whose principal and interest are payable exclusively from earnings of an enterprise fund.

ROLL-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, expendable trusts, 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.

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

TRUST AND 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.

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.