



CITY OF COOPER CITY FY 2025 PROPOSED OPERATING BUDGET

& CAPITAL
IMPROVEMENT PLAN

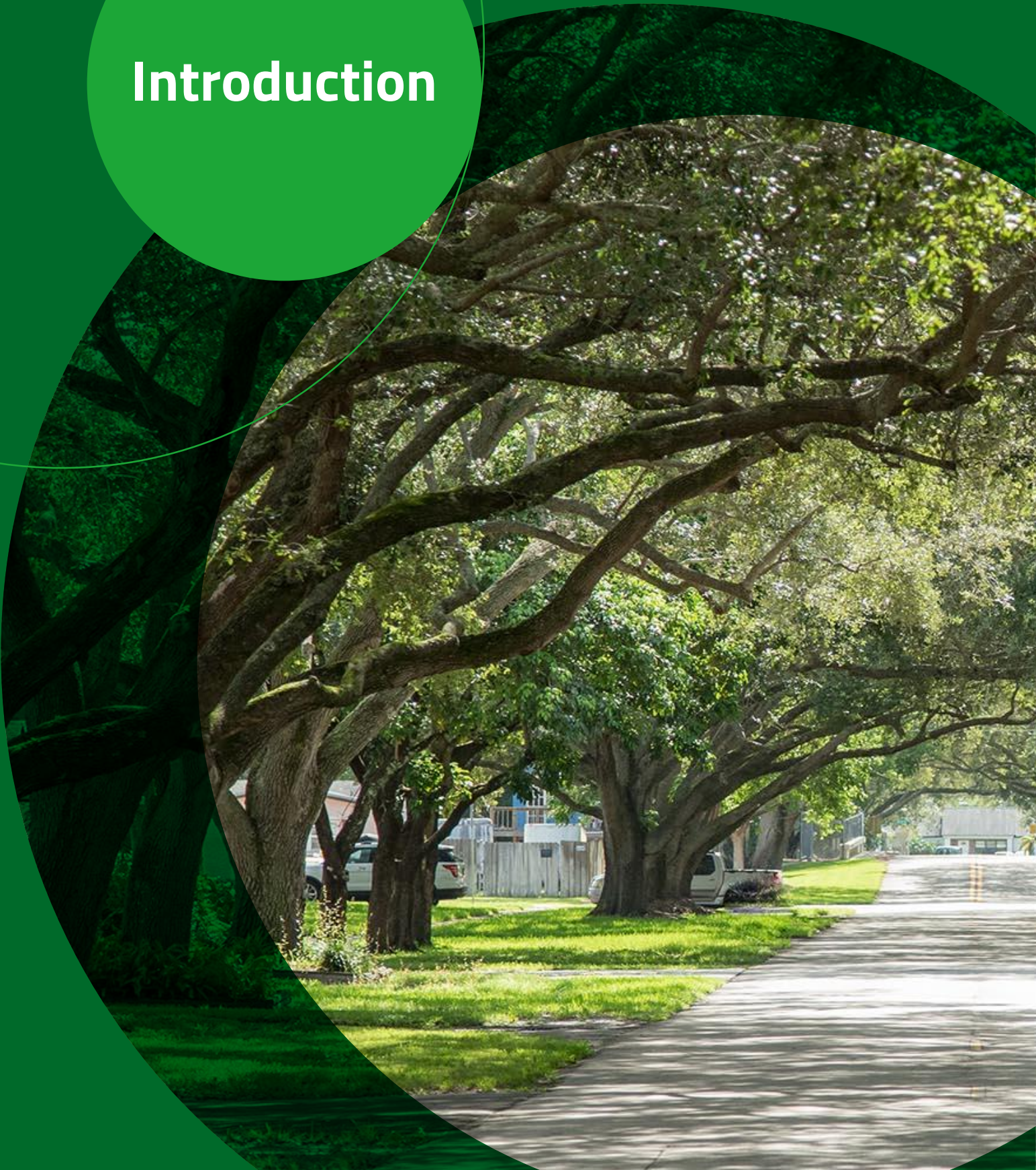


CITY OF
Cooper City
Someplace Special



CITY OF
Cooper City
Florida

Introduction



ACKNOWLEDGEMENTS

Cooper City Residents

City Commission

Mayor Greg Ross

Commissioner Jeff Green

Commissioner Ryan C. Shrouder

Commissioner Jeremy Katzman

Commissioner Lisa Mallozzi

City Manager

Alex Rey

Chief Financial Officer

Irwin Williams, CPA

Senior Executive Team

Irwin Williams, CPA, Chief Financial Officer

Tedra Allen, City Clerk

Tim Welch, Utilities Director, City Engineer

David Harvell, Interim Public Works Director

Carlos Vega, Community Development Director

Stacie Weiss, Recreation Director

Isis Medina, HR Director

Michael Cobelo, Director of Communications

Finance Department

Michael Nadeau, Sr. Budget Analyst

READER'S GUIDE

This Fiscal Year 2025 proposed budget for the City of Cooper City, Florida is intended to serve four purposes:

The Budget as a Policy Guide

As a policy document, the budget indicates what services the City will provide during the twelve-month period beginning October 1, 2024, through September 30, 2025. The Budget Message summarizes the challenges facing Cooper City and how the budget addresses them. The Funds Overview includes descriptions of all operating funds. The Departmental budget sections provide major goals and objectives for each department in the City.

The Budget as a Financial Plan

As a financial plan, the budget outlines how much City services will cost and how they will be funded. The Budget Overview section provides a summary of the budget, including major revenue and expenditure/expense categories. Within this section, there is a discussion of the City's accounting structure and budgetary policies. The General Fund Capital Improvement Plan and the Water & Sewer Utility Fund Capital Improvement Plan provide guides to infrastructure investments for this upcoming year. Information about the City's debt is summarized within the Debt Service section.

The Budget as an Operations Guide

As an operations guide, the budget indicates how services will be delivered to the community. The Departmental budget sections outline the number of positions and department appropriations approved by the City Commission for the provision of services by each department. Departmental performance measures provide a tool for assessing the work of various City functions and organizational charts are provided to show how each department is structured for efficient and effective work.

The Budget as a Communications Device

The budget is designed to be user friendly with summary information in text, tables, and graphs. The budget is an "electronic first" document; easy navigation is available through the use of nested bookmarks and by use of the interactive table of contents. A glossary is included for reference. In addition to this reader's guide, the table of contents to follow provides a listing of the various topics in the budget document. Finally, the budget includes the Budget Message section, which provides the reader with a condensed analysis of the fiscal plans of the City for the upcoming fiscal year.

The Fiscal Year 2025 budget is presented by fund. The fund categories include:

Governmental Funds:

- > General Fund
- > Building Inspection Services Fund
- > Road and Bridge Fund
- > Police Confiscation Fund
- > Tree Trust Fund
- > General Fund Capital Projects Fund
- > American Rescue Plan Act

Proprietary Funds:

- > Parking Lot Fund
- > Stormwater Fund
- > Water and Sewer Utility Fund
- > Water and Sewer Utility Fund Capital Projects Fund
- > Solid Waste Fund

In each of these funds, there is a summary sheet of the revenues and expenditures/expenses. Then there is revenue and expenditure/expense detail.

READER'S GUIDE (CONTINUED)

The General Fund section also highlights the departments and divisions within that fund. More detailed information is provided in each Fund, by department/division, and other fund summaries.

The department budget presentations consist of a narrative description and a summary of personnel information. The departmental budget section consists of the department's costs by summary categories (personnel services, operating expenditure/expense, and departmental capital) and in detail. Non-operating costs (general debt payments and inter-fund transfers) are also shown in the budget sections, when appropriate. It should be noted that this year's budget includes a page for each division (footnotes), which provide insightful detail as to how each expense category is to be spent.

The capital projects sections represent those projects which will improve the effectiveness of the delivery of City services and/or the enhancement of the community's quality of life. Information included for these funds consist of a summary of the requests, a table of current year recommended appropriations, and a description of each of the projects. Funding sources for the recommended projects are also identified.

Copies of this document are available for review upon request at the City Clerk's Office at CooperCityHall@CooperCity.Gov Staff is available to assist in understanding the budget document at MNADEAU@COOPERCITY.GOV.

Table of Contents

INTRODUCTION

Acknowledgements	i
Reader's Guide	1
Table of Contents	3
Citywide Organization Chart	4
Elected Officials	5
Budget Overview	6
Budget Process	7
Budget Calendar	8
Basis of Accounting and Budgeting	10
Long-Term Financial Policies	11
Cooper City: 1959 and Beyond	13
GFOA Award	15
Cooper City By the Numbers	16
Location	17
Parks	18
City Manager's Budget Message	20
Funds Analysis	23

CITYWIDE SUMMARY

Citywide Financial Summaries	30
Broward County Municipalities Total Proposed Millage Rates	34
Broward County Municipalities Residential Fire Assessments	35

General Fund Overview

Summary of Revenues & Expenditure	36
Schedule of Revenues	37
Schedule of Expenditures	41

General Fund

City Commission	43
Administration	49
City Clerk's Office	56
Finance	61
Human Resources	70
Legal	75
Boards and Committees	79
Non-Departmental	82
Debt Service	85
Community Development	87
Public Works Administration	95
Public Works Property Maintenance	101

Public Works Parks and Streets Maintenance	106
Public Works Fleet Services	113
Public Works Streets Maintenance	118
Emergency Management	123
Broward Sheriff's Office Code Enforcement	124
Broward Sheriff's Office Police	130
Broward Sheriff's Office Fire	140
Parks & Recreation	146

Building Inspection Services Fund

Summary of Revenues & Expenditures	159
------------------------------------	-----

Road and Bridge Fund

Summary of Revenues & Expenditures	165
------------------------------------	-----

Police Confiscation Fund

Summary of Revenues & Expenditures	173
------------------------------------	-----

Tree Trust Fund

Summary of Revenues & Expenditures	176
------------------------------------	-----

American Rescue Plan Act (ARPA)

Summary of Revenues & Expenditures	180
------------------------------------	-----

General Fund Capital Improvement Fund

General Fund Five-Year Capital Improvement Program	184
Five-Year Capital Improvement Plan	187

Parking Lot Fund

Summary of Revenues & Expenses	204
--------------------------------	-----

Stormwater Fund

Summary of Revenues & Expenses	210
--------------------------------	-----

Water and Sewer Utility Fund

Summary of Revenues & Expenses	218
--------------------------------	-----

Water and Sewer Utility Fund Capital Improvement Program

Water and Sewer CIP Fund	264
Five-Year Capital Improvement Plan	265
Project Detail	266

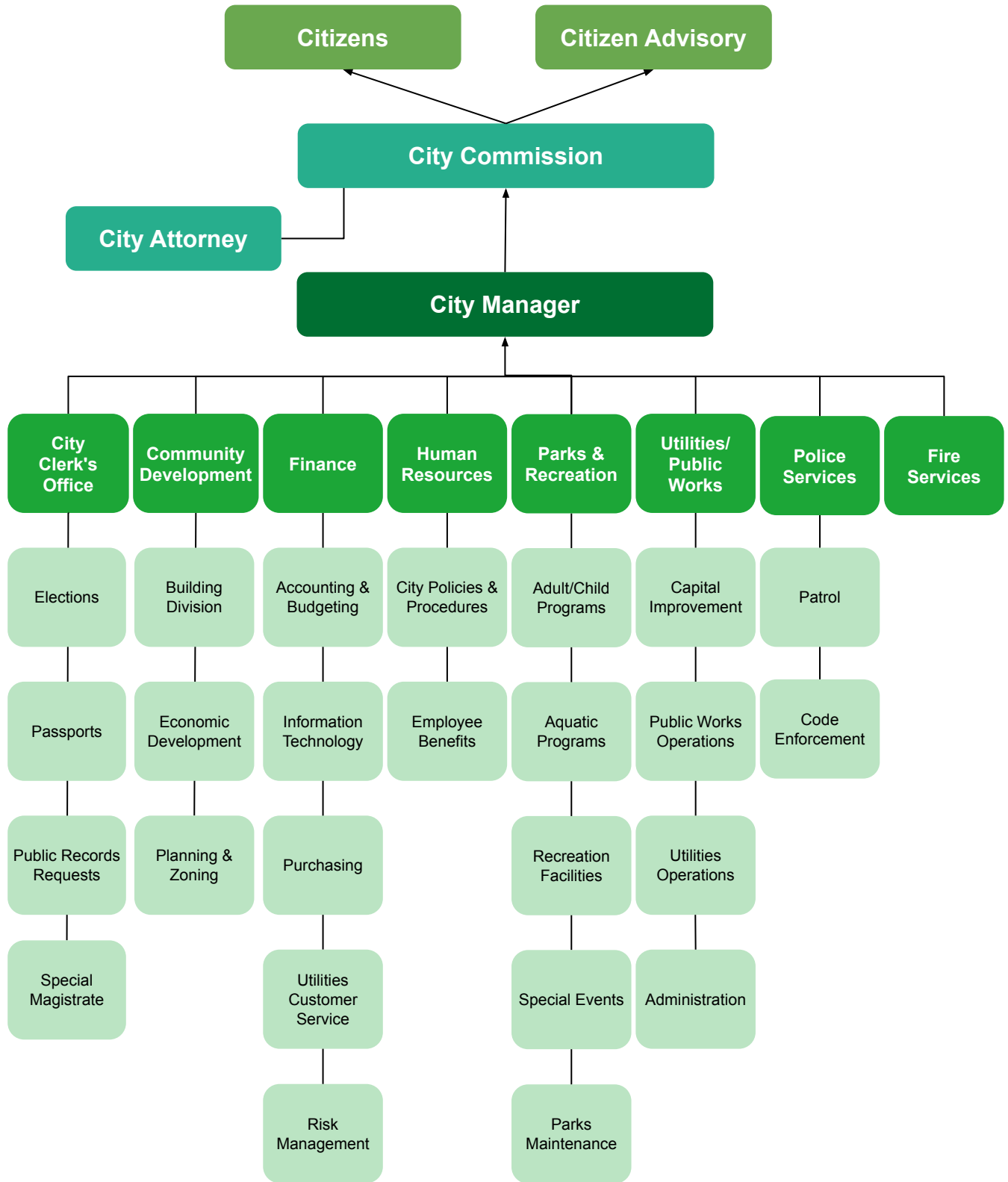
Solid Waste Enterprise Fund

Summary of Revenues & Expenses	278
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SUPPLEMENTAL INFORMATION

Glossary of Acronyms & Terms	291
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CITYWIDE ORGANIZATION CHART



ELECTED OFFICIALS



Greg Ross
Mayor



Jeff Green
Commissioner,
District 3



Ryan C. Shrouder
Commissioner,
District 4



Jeremy Katzman
Commissioner,
District 1



Lisa Mallozzi
Commissioner,
District 2

BUDGET OVERVIEW

The City of Cooper City is a municipal government located in Broward County in the South Florida area. The City, the Broward County School Board, the County, the State of Florida and various other entities have separate taxing authorities. Each governmental unit is responsible for specific service provisions to Cooper City residents.

The City of Cooper City Budget currently provides budgets for various different fund types. Governmental Generally Accepted Accounting Principles (GAAP) require fund accounting to be utilized. The operations of each fund are accounted for in a separate set of self-balancing accounts, which is comprised of assets, liabilities, deferred outflows/inflows of resources, net position/fund balance, revenues, and expenditures/expenses. Funds may be continuous or may be closed out after their special purpose has been served. A detailed listing of all City funds is included in the "Fund Descriptions" section of this budget book.

The City's primary sources of revenue are ad valorem taxes, utility service taxes, franchise fees, public safety revenues, charges for services, intergovernmental revenues, stormwater revenues, and water and wastewater revenues. Additional revenue is derived from interest income, fines and forfeitures, licenses and permits, grants, and other miscellaneous revenues.

The City's major expenditure categories include general government, public safety, economic and physical environment, recreation, public works, and capital outlay in the General Fund. Other major categories include debt service, operating and administrative expenses, and capital projects in the other governmental and proprietary funds. The City's budgeted governmental funds include the General Fund, Special Revenue funds, and a Capital Projects Fund. Proprietary funds include the City's enterprise funds, including Water & Sewer Funds, Stormwater Fund, and Parking Lot Fund. Detailed expenditure/expense information is listed throughout this budget book.

The City provides its residents with a full range of services. A brief listing of City services include the following:

- > Police and Fire Services
- > Emergency Medical Services
- > Recreational Programs
- > Infrastructure Improvements
- > Planning and Zoning
- > General Administrative Services
- > Water and Wastewater Services
- > Stormwater Services
- > Garbage & Recycling Services



BUDGET PROCESS

Balanced Budget

Pursuant to Florida Statute (2), all municipalities within the State of Florida must adopt a budget each fiscal year by ordinance or resolution unless otherwise required by the City's Charter. The statute requires that the adopted budget must regulate expenditures/expenses of the City and the City may not expand or contract for expenditures/expenses in any fiscal year except pursuant to the adopted budget. The budget must be balanced from amounts available from taxation and other sources (including amounts carried over from prior fiscal years) to total appropriations for expenditures/expenses and reserves.

Budget Preparation and Adoption

The City Manager holds two public input workshops prior to submission of the budget. These public input workshops provide an opportunity for residents to outline their priorities for the upcoming fiscal year. The City Charter requires that the recommendations from the public input process are then presented to the City Commission for their review and consideration. The City Commission then holds two budget workshops with City staff and the public for the purpose of reviewing and considering the recommendations resulting from the public input process. These meetings enable the City Manager to obtain input from the City Commission on recommended funding for projects and programs of public interest.

The City Charter requires the City Manager to submit a proposed budget and budget message to the City Commission by August 15th of each year. The proposed budget includes expenditures/expenses and the means of financing them. Budget workshops are held in July by the City Commission to review the proposed budget. Pursuant to Florida Statutes, two public hearings are held in September, the first public hearing is for the adoption of tentative millage rates and tentative budget. The second public hearing adopts the final operating and debt service millage rates, the annual budget, and the Capital Improvement Program. The appropriated budget is organized by department/division, fund, and functional units.

Budget Monitoring

The budget is monitored monthly by the Accounting/Budget Division to track variances between the budgeted and actual amounts. Variances are identified and investigated. Departments are also required to monitor their budgets.

Budget Amendments

Florida law regarding budget amendment policies states that amendments may be made anytime during the fiscal year or within 60 days after the end of the fiscal year. The City's Charter requires that budget amendments be approved as an ordinance.



FY 2025 BUDGET CALENDAR

DATES	SCHEDULE	RESPONSIBILITY
April 15, 2024	Department Gravity Training Sessions	Finance/Depts
April 17, 2024-May 14, 2024	Departments Enter their Budget Request in Gravity	All Depts
May 14, 2024	Advertise Public Input Budget meeting @ 5:00 PM on 5/28/2024	City Clerk
May 15, 2024-May 20, 2024	City Manager Reviews budget requests with each department	City Manager/All Departments
May 28, 2024	Public Input Budget Meeting @ 5:00 PM	CM/Finance
May 28, 2024	Advertise Commission Budget input workshop @ 5:30 PM on June 11, 2024	City Clerk
May 29-June 4, 2024	Final Department Budget Meetings with City Manager	All Depts/CM/Finance
June 1, 2024	City receives Estimate of Taxable Property Values from Broward County	Property Appraiser's office (BCPA)
June 11, 2024	Commission Budget input workshop @ 5:30 PM	City Commission/Finance/CM
June 14, 2024 -June 21, 2024	City Manager's Budget Review Begins	CM/Finance
July 1, 2024	City receives Final Certification of Taxable Property Values from Broward County	Property Appraiser's office (BCPA)
July 2, 2024	Revenue numbers in budget for State and County Updated	Finance
July 9, 2024	Advertise -Budget Workshop for July 23, 2024 at 2:30 PM	City Clerk
July 12, 2024	<i>Preliminary budget sent to Commission for review</i>	CM/Finance
July 23, 2024	Budget Workshop Before Commission meeting-2:30 PM	All Dept Heads,CM, Commission
July 23, 2024	Fire Assessment Preliminary Rate Resolution Adoption, Set Preliminary Millage Rate	Commission/CM
August 2, 2024	Property Appraiser MUST receive Preliminary Fire Assessment Rate, and Preliminary Millage Rate to be on TRIM Notices	City Clerk/Finance
August 24, 2024	Property Appraiser sends out TRIM Notices	BCPA
August 27, 2024	Notice of the Public Hearing Advertisement	City Clerk/Finance
Sept 5, 2024	Broward County Commission First Public Meeting	Broward County
Sept 10, 2024	Broward County School Board Meeting	BCSB
Sept 10, 2024	Advertise Special Meeting-Second and Final public hearing on Millage Rate and Budget Adoption on 9/24/2024	City Clerk
Sept 12, 2024	Public hearing on Tentative Budget and Millage Rate and adoption of Fire Rescue Assessment - MUST BE after 5:30 pm	CC/CM/All Depts/Finance
Sept 15, 2024	Adopted Assessment MUST be delivered to Appraiser/ Broward County Division of Finance	City Clerk/Finance
Sept 20,2024	Budget Advertisement in the newspaper per TRIM requirements	Finance/City Clerk

FY 2025 BUDGET CALENDAR

Sept 24, 2024	Special Meeting (5:30-6:30 PM) Second and Final public hearing on Millage Rate and Budget Adoption	City Commission
Within 30 days of adoption	Certify adopted Millage Rate and statute compliance and send TRIM package to the State	Finance/City Clerk
Oct 1, 2024	FY25 Adopted Budget becomes effective	City wide



BASIS OF ACCOUNTING AND BUDGETING

Basis of accounting relates to when revenues and expenditures are recognized and reported in the City's financial statements. This basis is also related to the timing of the measurement made, regardless of the measurement focus applied.

The government-wide financial statements are reported using the economic resources measurement focus and the accrual basis of accounting, as are the proprietary fund financial statements and fiduciary fund financial statements. The basis of budgeting for proprietary and fiduciary funds is the same used for the basis of accounting in the City's audited financial statements. Revenues are recorded when earned and expenses are recorded when a liability is incurred, regardless of the timing of related cash flows. Property taxes are recognized as revenues in the year for which they are levied. Grants and similar items are recognized as revenues as soon as all eligibility requirements imposed by the provider have been met.

Governmental fund financial statements are reported using the current financial resources measurement focus and the modified accrual basis of accounting. The basis for budgeting these funds is the same used for the basis of accounting in the City's audited financial statements. Revenues are recognized in the accounting period in which they become measurable and available to finance expenditures of the current period. Measurable is the amount of the transaction that can be determined and available is that which is collectible within the current period or soon enough thereafter to pay liabilities of the current period. The City considers revenue available if it is collected within 60 days of the end of the fiscal year. Expenditures generally are recorded when a liability is incurred, as under accrual accounting. However, debt service expenditures, as well as expenditures related to compensated absences, claims, and judgments, are recorded only when payment is due.

Property taxes, sales taxes, franchise fees, utility taxes, licenses, and interest associated with the current fiscal period are all recognized on an accrual basis because they are measurable and available. In applying the accrual concept to intergovernmental revenues, revenues are recognized when all eligibility requirements are met. All other revenue items are considered to be measurable and available only when cash is received by the City.

Financial transactions of the City are recorded in individual funds. The operations of each fund are accounted for using a separate set of self-balancing accounts. These accounts consist of assets, liabilities, deferred outflows/inflows of resources, net position/fund balance, revenues, and expenditures/expenses. Fund accounting is used to demonstrate legal compliance and to assist financial management by segregating transactions related to certain government functions or activities.

The City maintains accounting records in accordance with generally accepted accounting principles (GAAP) as applied to governmental units. The Governmental Accounting Standards Board (GASB) is the standard setting body for governmental accounting and financial reporting.

LONG-TERM FINANCIAL POLICIES

Investment Policy

Investments in the City shall be undertaken in a manner that seeks to ensure the protection of the City's principal investment, provide sufficient liquidity, and maximize the return on investment with an acceptable exposure to risk.

- > To maintain the safety of public funds, the City shall diversify its investments to avoid incurring unreasonable and avoidable risk.
- > The City's investment strategy shall provide sufficient liquidity to meet the City's operating, payroll, and capital requirements.
- > The City's investment portfolio shall be designed with the intent of attaining a market rate of return throughout budgetary and economic cycles, while minimizing investment risk.
- > Asset protection measures required by the Florida Statutes are incorporated.

Budget Preparation and Adjustment

City budgets shall be planned and prepared to conform to State Statutes and Article V, Section 5.02 of the City Charter.

- > The legal level of authority shall be at the fund level.
- > The annual City budget shall be approved by September 30 proceeding the fiscal year, which begins October 1 and ends September 30.
- > During the development of the budget, the impact of the proposed budget on the following fiscal year will be evaluated.
- > Once the budget has been adopted, the City Manager may authorize the transfer of any unencumbered appropriation balance between general classifications of expenditures within a department.
- > At the close of each fiscal year, the unencumbered balance of each appropriation shall revert to the respective fund from which it was appropriated.

Fund Balance Policy

The Fund Balance Policy will provide a stable financial environment for the City's operations that allows the City to provide quality services to its residents in a fiscally responsible manner. The policy also provides a measure of financial protection against unanticipated events that would adversely affect the financial condition of the City and jeopardize the continuation of necessary public services. No other policy or procedure supersedes the authority and provisions of this policy.

- > Provide sufficient cash flow for daily financial needs.
- > Secure and maintain investment grade bond ratings.
- > Offset significant economic downturns or revenue shortfalls.
- > Provide funds for unforeseen expenditures related to emergencies.

Fixed Assets Policy

The Fixed Assets Policy establishes fundamental guidelines and practices for properly accounting and reporting capital/ fixed assets. This policy complies with applicable generally accepted accounting principles (GAAP) and governmental accounting standards in order to fairly present fixed assets records in the financial statements.

- > Assets are categorized into the following groups: land, building, improvements other than buildings, machinery & equipment, infrastructure, construction in progress, and other.
- > Assets are capitalized when applicable and expenditures on assets may be capitalized if necessary.
- > Specific schedules for routine capital maintenance of City facilities shall be developed and funded as revenues allow.
- > Specific schedules for the replacement of vehicles and computer equipment shall be developed and funded as revenues allow.

LONG-TERM FINANCIAL POLICIES (CONTINUED)

Interfund Loan Policy

An interfund loan may be considered as an option to meet short-term and intermediate-term capital financing needs between funds held by the City. An interfund loan may be recommended when the borrowing fund has sufficient cash flow to allow a reasonable repayment period and the lending fund has sufficient surplus funds during the term of the interfund loan.

- > An interfund loan shall be authorized and approved by the Commission in the form of an ordinance or resolution.
- > The interfund loan ordinance or resolution specifies the following requirements: purpose of the interfund loan; name of the borrowing fund; name of the lending fund; principal amount of the interfund loan; applicable interest rate; used exclusively for short-term or intermediate-term capital financing; reasonable repayment schedule; the borrowing fund shall have sufficient cash flow to allow a reasonable repayment schedule of principal and interest; the lending fund has sufficient surplus funds during the term of the interfund loan.

Contracting Authority Policy

The Contracting Authority Policy establishes sound internal controls where only individuals with properly delegated signature authority are able to execute, on behalf of the City, agreements and/or contracts with external parties.

- > The contract authority held by the Purchasing Agent, City Manager, and Mayor are all pursuant to the Procurement Code in the City's Code of Ordinances.
- > The purchasing division of the Finance department keeps a record of all contracts and agreements that have been approved and executed by the Purchasing Agent, City Manager, and/or City Commission.

Procurement Code

Prescribes the manner in which the City shall control the purchase of materials, supplies, equipment, and certain contractual services. This code applies to all purchases of supplies, services, and construction by the City. The code promotes the following purposes:

- > To obtain in a cost effective and responsive manner the supplies, services, and construction required by City departments in order for those departments to better serve the City's residents and businesses.
- > To uphold the highest standards and best practices through the adoption and adherence with the public procurement profession values and guiding principles of accountability, ethics, impartiality, professionalism, service, and transparency.
- > To provide fair and equitable treatment of all persons who transact business with the City.
- > To maximize the purchasing value of public funds in the procurement of goods and services.
- > To provide safeguards for the quality and integrity of the City's procurement process.
- > To maintain a high ethical standard for all officers and employees of the City in connection therewith.
- > To require all parties involved in the negotiation, performance, or administration of City contracts to act in good faith.

Purchasing Card Policy

To establish policies and procedures to control and manage the use of purchasing cards assigned to and utilized by City employees. Purchasing cards provide a convenient method to purchase goods and services, enhance productivity, and ensure prompt payment to vendors. This policy ensures that the appropriate internal controls are established and upheld to protect the City in any inappropriate use of purchasing cards by City employees

THE CITY OF COOPER CITY: SOMEPLACE SPECIAL

Mission Statement

To provide excellent services and facilities to support an excellent quality of life for our residents, visitors, and businesses.

About the City

Cooper City, Florida, incorporated in 1959, is located in the southwestern part of Broward County in the southeastern region of the state. Cooper City was founded by Morris Cooper in 1959 in what was meant to bring people to a new area “in the Everglades.” In 1959, developers began purchasing land in Cooper City and built 120 homes on the original 691-acre site. Soon after these homes were built, Cooper invested in the construction of the Cooper Colony Golf and Country Club, which still stands today. Along with the golf course, Cooper decided to begin the Cooper City Water and Sewage Company, which exists today as the City’s Utilities Department. Today, the City has grown into a highly desirable, diverse residential community sought out by families of all ages. The City known as “Someplace Special” is adorned by tree lined streets, outstanding parks and recreation programs, and takes great pride in its superior schools.

Cooper City occupies a land area of eight square miles with an approximate population of 34,401¹. The City is empowered by State statute to extend its corporate limits by annexation, which occurs periodically when deemed appropriate by the City Commission.

Government Structure

The City currently operates under the Commission-Manager form of government. Policy-making and legislative authority are vested in a City Commission consisting of the Mayor and four Commissioners. The City Commission is responsible, among other things, for passing ordinances, adopting the budget, appointing committees, and hiring both the City Manager and City Attorney. The City Manager is responsible for carrying out the policies and ordinances of the Commission, for overseeing the day-to-day operations of the government, and for appointing the heads of the various departments. The Commission is elected on a non-partisan basis. Commissioners serve four-year staggered terms, with two Commission members elected every two years. The Mayor is elected at-large to serve a four-year term.

The City provides a full range of services, including police, code compliance, and fire protection through a contract with the Broward Sheriff’s Office (BSO); the construction and maintenance of streets and other infrastructure; water and sewer; stormwater; community development; recreational activities and cultural events. Garbage and recycling services are provided through a franchise agreement with a private company.

¹ Population estimate furnished by the United States Census Bureau.

THE CITY OF COOPER CITY: SOMEPLACE SPECIAL (CONTINUED)

Financial Stability and Sustainability

The annual budget serves as the foundation for the City's financial planning and control. All City departments are required to submit requests for appropriation to the City Manager. The City Manager then presents a proposed budget to the Commission for review on or before August 15th. The Commission is required to hold public hearings on the proposed budget and to adopt a final budget by no later than September 30, the close of the City's fiscal year. The budget is prepared by fund and department (e.g., Recreation) and monitored at the department level. However, at the City Manager's discretion, actual expenditures may exceed its budget within an individual department. Transfers of appropriations between departments, in excess of 2.5% of total budget, require the approval of the City Commission and in excess of \$10,000 require City Commission notification. Expenditures may not, however, legally exceed their budget at the individual fund level. Only the City Commission can amend the original budget at the fund level once it is adopted.





GOVERNMENT FINANCE OFFICERS ASSOCIATION

*Distinguished
Budget Presentation
Award*

PRESENTED TO

**City of Cooper City
Florida**

For the Fiscal Year Beginning

October 01, 2023

Christopher P. Morill

Executive Director

The Government Finance Officers Association of the United States and Canada (GFOA) presented a Distinguished Budget Presentation Award to the City of Cooper City, Florida for its Annual Budget for the fiscal year beginning October 1, 2023. In order to receive this award, a governmental unit must publish a budget document that meets program criteria as a policy document, operations guide, financial plan, and communications device. This was the third time the City of Cooper City received this award.

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

The above award is for the FY 2024 Budget submission. The City will submit the FY 2025 Budget for this award and is anticipating receipt of the award in the coming months.



CITY BY THE NUMBERS



Date of Incorporation: June 20, 1959
 Form of Government: Commission-Manager
 Approx. Area (including water): 8.5 square miles
 FY 2025 Total Budget: \$97,351,274

CITY DEMOGRAPHICS

Population¹: 34,401
 Median Age²: 39.9
 Median Household Income²: \$119,567
 Average Household Size²: 3.15
 Households²: 11,161
 Active Voters³: 26,284

PUBLIC SAFETY

Police Stations (#): 1
 Sworn Police Officers: 60
 Non-Sworn Police Staff: 14
 Code Enforcement Officers: 4
 Fire Stations (#): 1
 Fire Suppression Units (#): 2
 Fire Rescue Vehicles (#): 2
 Fire Department Staff: 55



TIMES PER WEEK

Active Utility Accounts: 12,118
Capacity Per Day (millions per gallon)
 Water Consumption: 3.12 MGD
 Sewage Treatment: 2.43 MGD
Miles of Water and Sewer Mains
 Water: 144
 Wastewater Treatment: 125
 Fire Hydrants: 1,410
 Lift Stations: 83

PUBLIC SCHOOL ENROLLMENT⁴

Cooper City Elementary: 737
 Embassy Creek Elementary: 1,271
 Griffin Elementary: 584
 Pioneer Middle School: 1,405
 Cooper City High School: 2,357

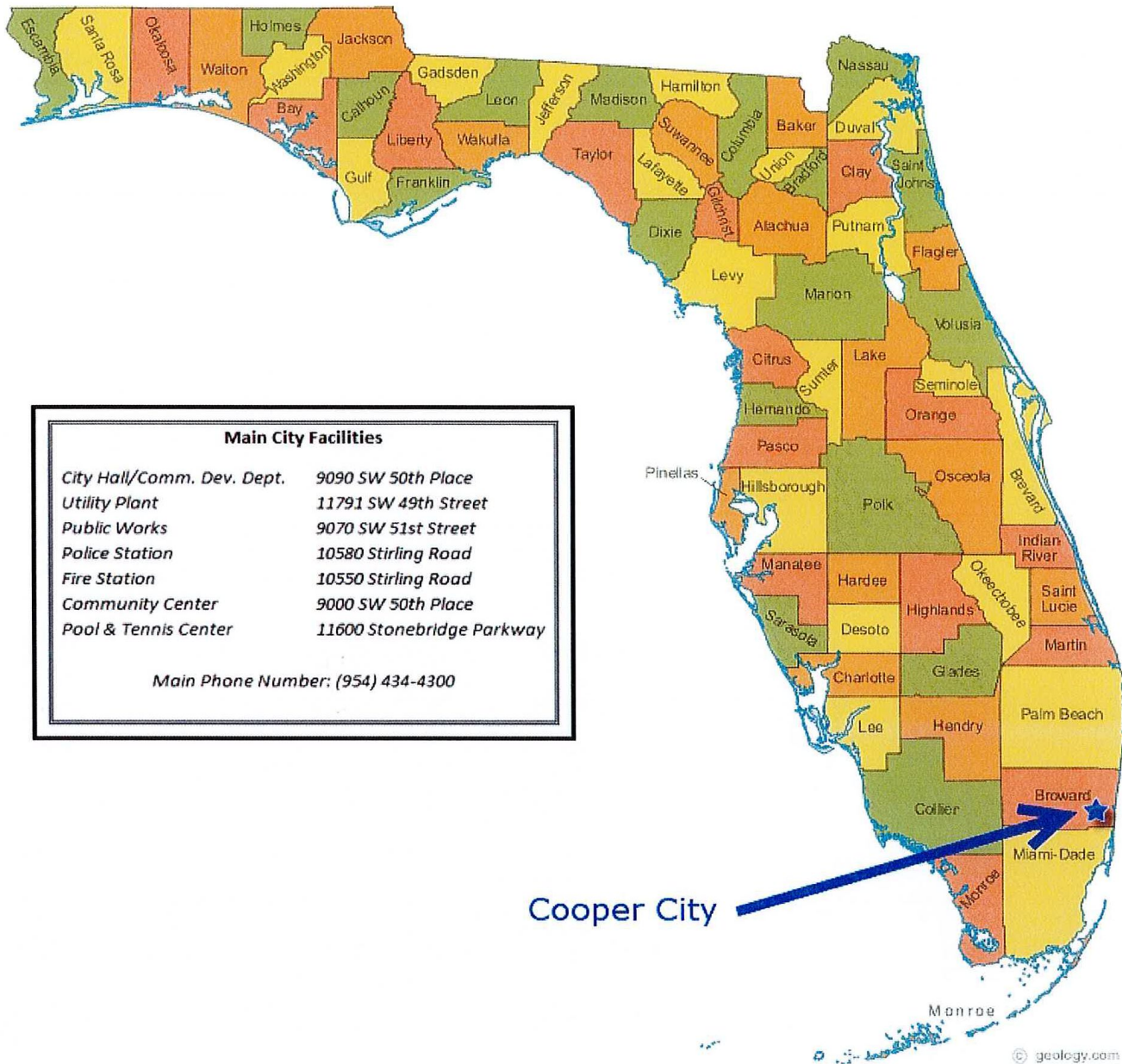
MAJOR EMPLOYERS (FTE)

Broward County School Board: 552
 Publix: 520
 Wal-Mart: 299
 Integrated Medical Center: 195
 City of Cooper City: 120

SOURCES

¹ Community Development Department
² United States Census Bureau
³ Broward Supervisor of Elections
⁴ Broward County Public Schools

CITY OF COOPER CITY LOCATION



PARKS

- 1. Bill Lips Sports Complex, 11700 SW 49th Place**
 10 acres - Baseball/Softball fields, football/soccer fields, concession area
*ThorGuard Lightning Protection System**
- 2. Chase Park, 9100 SW 49th Street**
 1/2 acre - Open play area, park benches, playground
- 3. Christie Schafale Park, 4900 SW 87th Avenue**
 5 acres - 1/4 mile walking path, basketball court, dog park, exercise trail, playground, park benches, volleyball court area, open play area
- 4. Colony Park, 9011 SW 52nd Court**
 1/4 acre - Open play area, playground
- 5. Cooper City Memorial Park, 9001 SW 51st Street**
 2 acres - Gazebo, park benches, passive park
- 6. Cooper City Pool & Tennis Center Playground, 11600 Stonebridge Parkway**
 5.5 acres - Covered pavilion, playground
*ThorGuard Lightning Protection System**
- 7. Community Center Tot Lot, 9000 SW 51st Street**
 1/4 acre - Benches, fenced and covered playground, tot lot
- 8. Cooper Point Park, 8963 SW 58th Court**
 1 acre - Open space, playground area
- 9. Dawn Park, 5725 SW 99th Lane**
 4 acres - Open play area, playground, park benches
- 10. Diamond Head Park, 3699 NW 89th Way**
 2 acres - Basketball court, open space, playground
- 11. Ellie Kozak Park, 5601 SW 88th Avenue**
 1/2 acre - Open play space, playground area
- 12. Encore Park, 5701 SW 89th Way**
 1 acre - Open play space, park benches, playground area
- 13. Flamingo Park, 5300 SW 122nd Avenue**
 3.5 acres - Basketball courts, open space, playground, tennis court, volleyball court area
- 14. Flamingo West Park, 6201 S Flamingo Road**
 28 acres - 3.32 acres of wetlands, 2.0 acre lake, soccer fields, football field, playground, rest rooms, pavilions, picnic tables, fishing pier, meeting room, scores booth, 0.44 miles walking path around wetland and lake (not lighted), 0.44 mile walking path around fields (lighted), concession area
*ThorGuard Lightning Protection System **
- 15. Forest Lake Park, 5700 SW 113th Avenue**
 7.5 acres - 1/3 mile jogging path, basketball courts, dog park, open play area, play ground, park benches, 4 pickleball courts, picnic tables, playground, tennis courts, walking/bike trail
- 16. Jerry Morgan Park, 5500 Palm Avenue**
 Walking trail, retention pond
- 17. Homes of Forest Lakes Park, 5926 SW 112th Lane**
 Tot Lot
- 18. Natalie's Cove Park, 12107 Natalie's Cove Road**
 1/2 acre - Open play area, playground

PARKS

19. Pavilion Park, 9091 SW 51st Street

Pavilion at Cooper City Elementary

20. Pine Lake Park, 10001 SW 49th Street

1 acre - Open play area, playground, park benches

21. Poinciana Park, 11601 SW 59th Street

1 acre - Open play area, park benches, playground

22. Pool & Tennis Center Park, 11600 Stonebridge Parkway

1/4 acre - Fenced and covered playground, open play area, tot lot

23. Stirling Palm Park, 5879 SW 102nd Avenue

2 acres - Basketball court, open space, playground

24. Suellen H. Fardelmann Sports Complex, 10300 Stirling Road

19.2 acres - Baseball/softball fields, concession area, football fields, lighted basketball courts,

4 pickleball courts, playground, picnic tables, roller hockey rinks, rest rooms, soccer fields, open space ThorGuard

*Lightning Protection System**

25. Tamarind Park, 5475 SW 115th Avenue

5.5 acres -1/3 mile walking path, exercise trail, open play area, park benches, playground, racquetball courts, tennis

26. Ted Ferone Park, 5090 SW 106th Avenue

4 acres -1/3 mile walking path, basketball courts, exercise trail, open play area, park benches, picnic tables, playground

CITY MANAGER'S BUDGET MESSAGE

September 12, 2024

Honorable Mayor and Commissioners,

On behalf of Cooper City, it is a pleasure to present the proposed Fiscal Year 2024-25 Budget. This budget document has been prepared according to Article V, Section 5.02 and Section 5.03 of the City Charter. The budget is designed as a financial plan for all municipal funds.

This budget represents the collective efforts of dozens of staff members who have dedicated hundreds of hours to create a document that addresses the goals of the City Commission, meets community needs, and considers the desires of various organizations. While it is not possible to fulfill every request, we have strategically allocated funds, evaluated all funding requests, established priorities, and explored alternatives. Our aim is to develop a spending plan that is both efficient and financially sustainable for "Someplace Special."

Revenues

The proposed FY 2025 budget represents a balanced budget. As presented, the General Fund does not include a tax increase and maintains the current millage rate of 5.855. Cooper City's tax values continue to increase and for FY 2025, this growth will add approximately \$1.9 million in revenue to the General Fund.

Additionally, the Proposed General Fund budget will increase by an additional \$1,500,000 due to increased interest rates and investment in instruments with higher rates of return.

Expenses

Personnel costs are increasing by 13.89% due to a combination of rate study increases (80%) as these increases were not budgeted in the salary and fringe line items and increased personnel (20%). The positions being added to the general fund budget include: Grants Administrator, 3 part-time positions in Parks & Recreation for Adult Programs, Park Attendant and Lifeguard, one Plant Operator I and the Electrician Assistant moving from part-time to full-time.

Group health insurance will increase by 11% compared to the previous fiscal year, as the City benefited from the larger insurance pool having a better experience rate than our insured employees.

It is also important to note that our costs continue to increase in relation to our contract with the Broward Sheriff's Office for Police and Fire Services, the combined cost for Police and Fire Services will increase by \$1.8 million.

New Capital Projects Budgeted in the General Fund

- a. Allocate \$100,000 towards creating a temporary solution for creating new pickle ball play areas and improving the current play areas until a long term solution is adopted as part of the Parks Master Plan next year.
- b. Allocate \$1,200,000 for the first phase of design for a Public Safety Complex planning and preliminary design.
- c. Allocate \$500,000 for the planning and design of the PW office and yard bay space.
- d. Allocate \$700,000 for the implementation of the Landscape Master Plan. This amount, together with the expected carry-over from this year, will provide a significant investment in beautification.

Additionally, we are allocating a contingency amount of \$558,360 to be used for matching funds consistent with the creation of a new grant writer/administrator.

Policy Discussions

To meet and exceed current service levels, it is essential that we always analyze and enhance organizational structure by making departments more effective and cost-efficient. This involves streamlining processes, adopting innovative strategies, and fostering a culture of continuous improvement.

For these reasons, I am presenting the following discussion items:

- a. Merging of our Public Works Department and Utilities Departments.
- b. Transferring the Park Maintenance functions to the duties of the Parks and Recreation Department.
- c. Transferring of Risk Management responsibilities from Human Resources to the Finance Department

CITY MANAGER'S BUDGET MESSAGE

- d. Additional funding for contracted tree trimming (\$250,000) to supplement City crews for FY 25
- e. Proposing increases in fire assessment to capture 100% of the fire expense and allocate the funds for the expansion or replacement of our fire station.
- f. Stormwater fee increase of 15.28% for FY 25 to keep up with inflation over the last few years. I am also proposing to fund development of a Stormwater Master Plan (\$325,000) that will document the projects that are needed and the cost of such projects, the information derived from the plan will be utilized to calculate a new rate for the system and also facilitate the process for grant and earmark request. The funds for the Stormwater Master Plan will have to come from the Stormwater fund balance (\$3.6 million)

These proposed measures aim to ensure that resources are utilized optimally, enabling the City to deliver high-quality services that meet the evolving needs of our community while maintaining fiscal responsibility.

Fund Balance

The General Fund is the main operating fund of the City. On September 30, 2023, \$16.7 million of the General Fund balance was unassigned which is available for spending at the City's discretion in the General Fund. Total Net Position in the Proprietary Funds on September 30, 2023 was \$58.7 million a 2% increase from the prior year. Unrestricted Net Position was \$16.1 million consisting of \$15.9 million for the Water and Sewer Fund, \$92 thousand for the Parking Lot Fund, and \$158 Thousand for the Stormwater Fund.

Respectfully,



Alex Rey
City Manager

	FY 2024 Adopted Budget	FY 2025 Proposed Budget	\$ Change from FY 2024 Original to FY 2025
City-Wide Budget	\$76,370,690	\$97,351,274	\$20,980,584



The summary chart below shows expenditures by category to identify changes citywide.

Expenditures/Expenses Category	FY 2024 Original Budget	FY 2025 Proposed Budget	\$ Change
Personnel Services	\$16,147,091	\$18,288,937	\$2,141,846
Operating	43,449,245	50,251,283	6,802,038
Capital	10,013,938	17,583,967	7,570,029
Transfers	8,782,738	8,494,165	(288,573)
Debt Service	633,786	633,786	-
Contingency	1,484,582	2,042,060	557,478
TOTAL	\$80,511,380	\$97,294,198	\$16,782,818

FUND ANALYSIS

General Fund

The millage rate is 5.855 mills and the residential fire assessment rate of 100% calculates to \$398.18 for residential properties. Consequently, overall FY 2025 General Fund funding, including transfers in, increased by \$6,308,499 a 14.66% an increase from FY 2024 original budget. Approximately 32.3% comprises core revenue, which for the most part, is not directly controlled by the City.

The core revenue is showing an increase of 10.49%, predominantly due to increasing Franchise Fees, Charges for Services, and Shared Intergovernmental Revenues.

The third category is variable and shows an increase from FY 2024 due to anticipated increases in interest income as this is a result of increased interest rates the Fed seeks to tamper down the economy and avoid recessionary pressures.

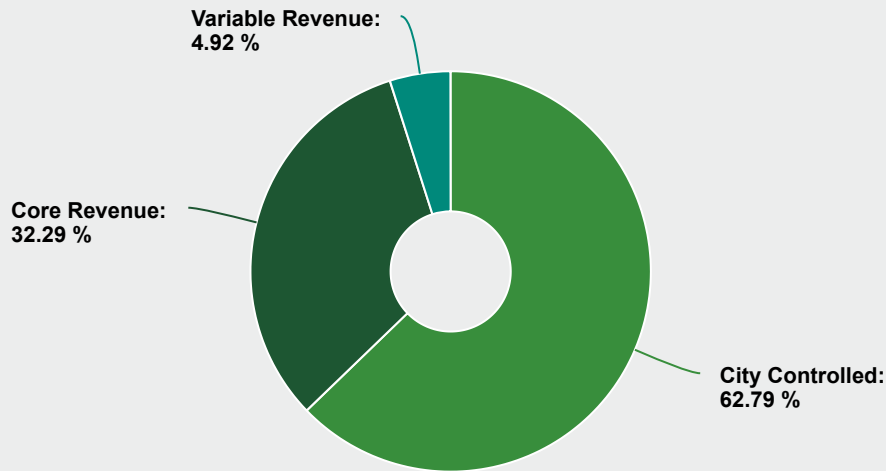


FUND ANALYSIS

GENERAL FUND REVENUE ANALYSIS

Revenue Type	FY 2024 Original Budget	FY 2025 Proposed Budget	\$Over/ (Under) FY 2024 Orig. Budget	%Over/ (Under) FY 2024 Orig. Budget	% of Total General Fund Revenue
City Controlled					
Property Tax	22,827,789	24,745,937	1,918,148	8.40%	50.15%
Fire Assessment	5,005,137	6,237,079	1,231,942	24.61%	12.64%
Total	27,832,926	30,983,016	3,150,090	11.32%	62.79%
Core Revenue					
Other Taxes	2,653,350	3,060,000	406,650	15.33%	6.20%
Franchise Fees	3,942,820	4,452,201	509,381	12.92%	9.02%
Licenses & Permits	413,000	420,000	7,000	1.69%	0.85%
Intergovernmental	4,410,407	4,348,034	(62,373)	-1.41%	8.81%
Charges for Services	2,678,466	3,174,331	495,865	18.51%	6.43%
Judgments, Fines & Forfeitures	145,000	225,000	80,000	55.17%	0.46%
Miscellaneous Income	179,000	255,000	76,000	42.46%	0.52%
Total	14,422,043	15,934,566	1,512,523	10.49%	32.29%
Variable Revenue					
Grants	15,000	15,000	-	0.00%	0.03%
Interest Income	250,000	1,800,000	1,550,000	620.00%	3.65%
State Contribution - Police, Fire Pensions	514,819	610,705	95,886	18.63%	1.24%
Total	779,819	2,425,705	1,645,886	211.06%	4.92%
TOTAL	43,034,788	49,343,287	6,308,499	14.66%	100.00%

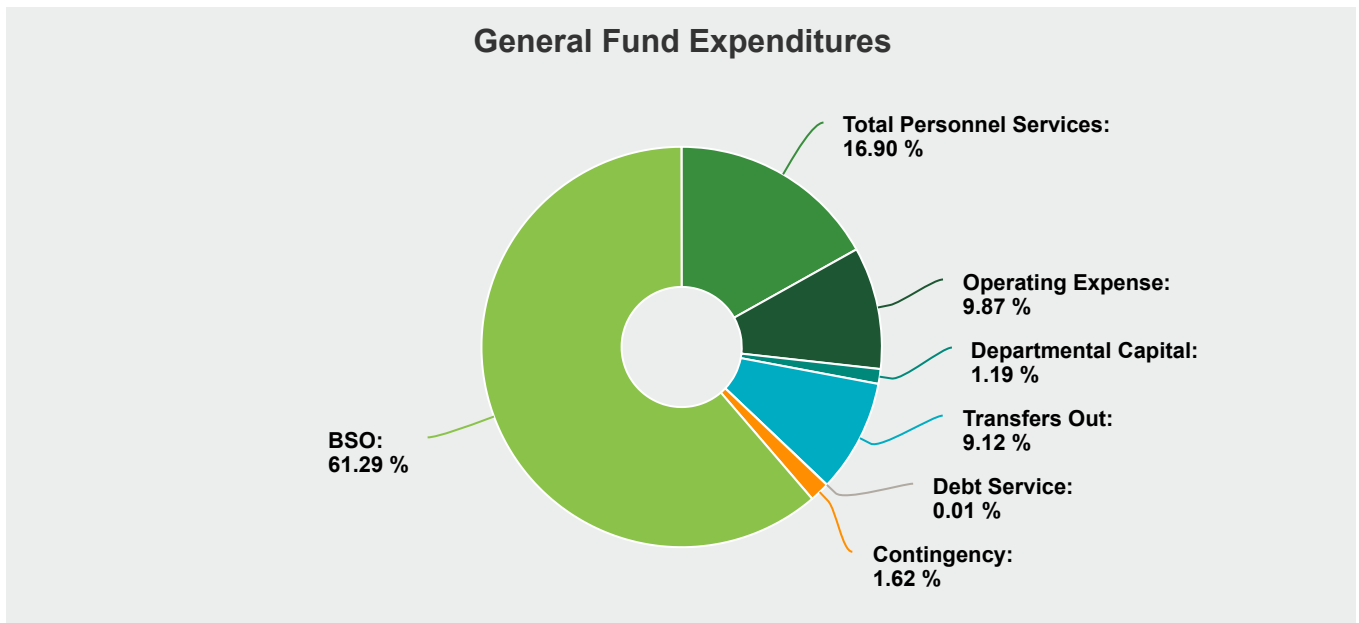
General Fund Revenue



FUND ANALYSIS

GENERAL FUND EXPENDITURE ANALYSIS

Expenditure Type	FY 2024 Original Budget	FY 2025 Proposed Budget	\$Over/ (Under) FY 2024 Orig. Budget	%Over/ (Under) FY 2024 Orig. Budget	% of Total General Fund Expenditure
Wages	5,315,896	5,935,621	619,725	11.66%	11.24%
Benefits	2,967,030	2,987,451	20,421	0.69%	5.66%
Total Personnel Services	8,282,926	8,923,072	640,146	7.73%	16.90%
Operating Expenditures	4,338,253	5,209,390	871,137	20.08%	9.87%
Departmental Capital	131,600	628,307	496,707	377.44%	1.19%
Transfers Out	2,164,052	4,813,393	2,649,341	122.43%	9.12%
Debt Service	4,000	4,000	-	0.00%	0.01%
Contingency	546,689	854,340	307,651	56.28%	1.62%
Total Operating Expenditures	7,184,594	11,509,430	4,324,836	60.20%	21.80%
BSO	31,009,543	32,353,060	1,343,517	4.33%	61.29%
Total General Fund Expenditure	46,477,063	52,785,562	6,308,499	13.57%	100.00%



The depiction above illustrates the overwhelming percentage of the General Fund budget that is the Broward Sheriff’s Office (BSO) contract, operating costs, and pensions. Overall, the City departments that are funded by the General Fund have small budgets in comparison to the cost of BSO services.

Total Personnel Services is the second largest expenditure of the General Fund budget which includes a merit increase of up to 4% and a 3.2% COLA. As previously discussed, the BSO Contract constitutes most of the General Fund expenditures, and its continued year-over-year increase is the primary challenge facing the General Fund.

FUND ANALYSIS

Special Revenue Funds

Building Inspection Services Fund

The total expenditure budget for the Building Inspection Services Fund is \$2,054,477, a decrease of \$649,563 from FY 2024, which is attributable to less capital expenditures budgeted in FY 2025. The revenue for this fund is a function of the level of development and renovation activity reaching the permitting stage in FY 2025. New activity plus normal permitting activity and regular plan review fees from household renovations, have been utilized to develop a revenue budget which remains flat from FY 2024. This budget considers the number of projects on the horizon while recognizing the possibility for volatility due to the uncertainty of the industry and a possible downturn in the economy.

Road & Bridge Fund

The total budget for the Road & Bridge Fund for FY 2025 is \$3,229,947. Funding is comprised of approximately \$2,618,087 of fuel taxes and other State-shared revenue, with any expenditures above this ultimately coming from the General Fund, Parking Lot Fund, and Stormwater Fund. The FY 2025 budget proposes an increase of expenditures of approximately \$1,505,547 over the FY 2024 original budget. This fund requires \$584,163, in funding from the General Fund. It should be noted that some of the work done by this division is related to infrastructure renewal, allowing the timing of the work to be a little more flexible. This includes additional funding to support the City's revitalization and beautification priority.

Police Confiscation Fund

The Police Confiscation fund revenue source is limited to proceeds from police seizures and confiscations and interest revenue. Modest revenue and expenditures have been budgeted for this fund, with ample fund balance available if a need arises to acquire qualified goods or services which exceeds the revenue received by this fund in FY 2025. The available balance in this fund of approximately (\$111,026, will be used to fund anticipated citywide technology and monitoring improvements). The Police Confiscation Fund is restricted to equipment, training, and materials for the police division of public safety. This fund is unable to provide funds to the General Fund or receive funds from the General Fund.

Tree Trust Fund

The Tree Trust Fund allows the City to establish tree canopies on real property within the City, to fund education outreach programs, and to fund tree donations that promote canopy preservation.

American Rescue Plan Act (ARPA) Fund

The American Rescue Plan Act (ARPA) of 2021 is a \$1.9 trillion federal economic stimulus bill. Within the ARPA, the Coronavirus State and Local Fiscal Recovery Fund (CSLFRF) provides \$350 billion for states, municipalities, counties, tribes, and territories, including \$130 billion for local governments split evenly between municipalities and counties. For Cooper City and other Non-Entitlement Units (NEUs), the funding will flow through the state.

Overall Cooper City has received \$17,930,000 of ARPA funds, of which the first tranche was received in FY 2021. Cooper City received its second tranche in August in 2022.

FUND ANALYSIS

General Fund Capital Improvements Program

General Fund Capital Improvement Program (CIP) Fund

The Capital Improvement budget for FY 2025 is proposed to be \$4,678,230. This budget includes capital projects totaling \$4,261,000 and a payment to the Water & Sewer Utility Fund of \$417,230. Grants, Surtax and Interest dollars totaling \$1,045,500 and transfers from the General Fund of \$1,330,938 are available for the following projects:

- > Stirling Road Roadway & Drainage Improvement Design
- > Public Safety Complex Design
- > Fleet Maintenance Facility Epoxy Floor
- > Fire Station Epoxy Floor
- > City Hall Auditorium - ADA Bathrooms
- > Tennis Court Refurbishment
- > Citywide AC Replacement
- > Stand-alone AED Units for Sports Complexes
- > LED Streetlights - Griffin Road
- > Paver Replacement at Pool & Tennis Center
- > Public Works Administration Building Construction Design
- > RV Lot Equipment Shed Replacement
- > Landscape Beautification
- > Parking Lot Resurfacing - SFSC, Fire, PD
- > Pickleball Court Improvements
- > Card Access Locks

Additionally, current year funding provided by the Local Discretionary Sales Surtax funding is available for some portion of the infrastructure work programmed for this fund. The City is working with the County to receive funding for the improvement of Stirling Road and other projects.

Enterprise Funds

Parking Lot (Storage Lot) Fund

Proposed FY 2025 budget for the Parking Lot fund is \$164,000 which includes a transfer to the General Fund of \$34,881 and a transfer to the Road & Bridge Fund for \$9,195. Due to the age of the equipment in the parking lots and a rate comparison with surrounding municipal parking lots, the City increased rates by approximately 20% in FY 2020. The main purpose of the parking lot fund is to allow the City to continue providing a storage lot for residents.

Stormwater Fund

The Stormwater Fund's FY 2025 Proposed budget is \$738,784. A rate study was completed in FY 2021 to establish new rates sufficient to re-establish adequate net position and to ensure adequate revenue coverage for the external loan. The Stormwater contribution to the General Fund for FY 2025 will be \$86,292 The Stormwater Fund will also contribute \$12,000 to the Road & Bridge Fund in FY 2025.

Water & Sewer Utility Fund

The FY 2025 Proposed budget is \$17,652,984 this budget includes a transfer to the Water Sewer CIP Fund in the amount of approximately \$0.0 million of funding to support almost \$9.6 million of FY 2025 scheduled capital projects through this fund and a transfer to the General Fund per the Cost Allocation Plan.

FUND ANALYSIS

Water & Sewer Capital Improvement Program (CIP) Fund

The Proposed budget for FY 2025 of \$9.6 million includes the funding of six (6) projects:

- > WWTP Centrifuge Project
- > Water Meter Replacement Phase II
- > Wellfield & Water Distribution System Hydraulic Model
- > Water Main Annual Replacement
- > Wastewater Force Main Rehabilitation
- > Gravity Sewer Improvements
- > Lift Station Rehabilitation
- > Plant Electrical System Upgrades
- > Flamingo Gardens Townhouses Water Service Lines Replacement
- > Injection Well Pump Station Pump Replacement
- > Headworks Construction, Phase I & New Wastewater Facility - Engineering Services
- > Rehabilitation of Water Supply Wells

The Water & Sewer Utility Fund will provide funding of approximately \$3.0 million in FY 2025 to complete these projects and the transfer to the General Fund.

Citywide Summary



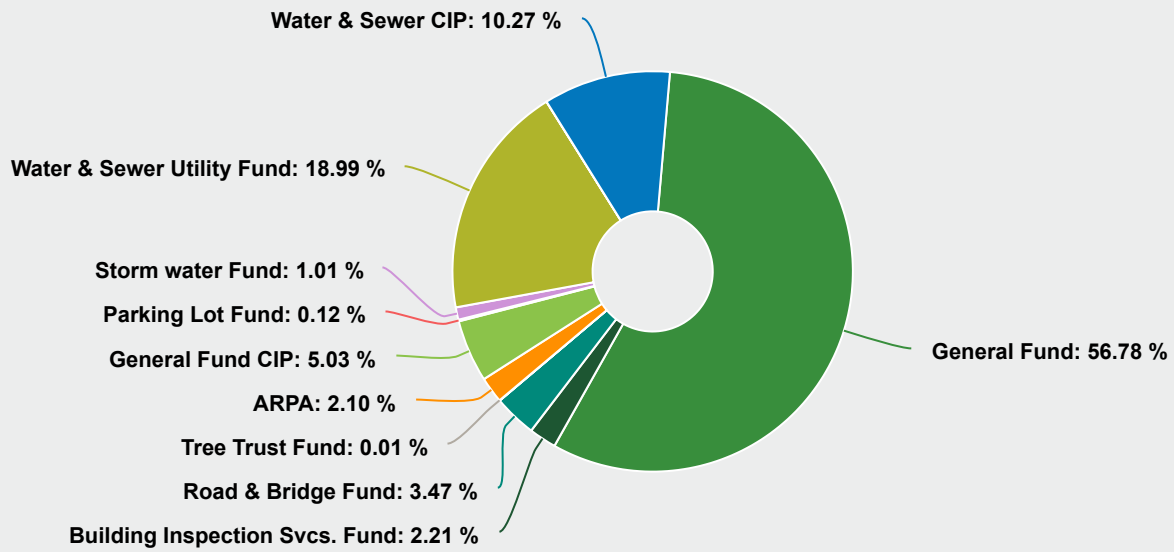
CITYWIDE SUMMARY

Citywide Revenue & Expenditure/Expense

\$	FY 2023	FY 2024		FY 2025		
	Actuals	Original Budget	Amended Budget As Of 6/30/2024	Proposed Budget	% Over/ (Under) FY 2024 Orig. Budget	\$ Over/ (Under) FY 2024 Orig. Budget
Revenue						
General Fund	44,934,269	46,477,063	47,446,098	52,785,562	13.57%	6,308,499
Building Inspection Svcs. Fund	1,828,913	2,704,040	2,704,040	2,054,477	-24.02%	(649,563)
Road & Bridge Fund	1,343,755	1,724,400	1,724,400	3,229,947	87.31%	1,505,547
Police Confiscation Fund	2,732	20,000	20,000	4,000	-80.00%	(16,000)
Tree Trust Fund	1,582	13,500	13,500	13,500	0.00%	-
ARPA	2,018,132	-	3,498,734	1,947,814	0.00%	1,947,814
General Fund CIP	1,054,311	3,685,230	4,532,059	4,678,230	26.95%	993,000
Total Governmental Funds	51,183,694	54,624,233	59,938,831	64,713,530	18.47%	10,089,297
Parking Lot Fund	152,863	154,500	154,500	164,000	6.15%	9,500
Storm Water Fund	562,370	613,565	613,565	938,784	53.00%	325,219
Water & Sewer Utility Fund	14,657,559	17,640,478	18,314,998	17,652,984	0.07%	12,506
Renewal & Replacement	775	-	-	-	0.00%	-
Water & Sewer CIP	1,913,978	3,337,914	7,914,459	9,551,500	186.15%	6,213,586
Solid Waste Enterprise Fund	-	-	2,225,238	4,330,476	0.00%	4,330,476
Total Proprietary Funds	17,287,545	21,746,457	29,222,760	32,637,744	50.08%	10,891,287
Total Funding	68,471,239	76,370,690	89,161,591	97,351,274	27.47%	20,980,584
Expenditure/Expense						
General Fund	40,292,833	46,477,063	47,446,097	52,785,562	13.57%	6,308,499
Building Inspection Svcs. Fund	1,521,248	2,704,040	2,704,040	2,054,477	-24.02%	(649,563)
Road & Bridge Fund	931,895	1,724,400	1,724,400	3,229,947	87.31%	1,505,547
Police Confiscation Fund	15,000	-	-	-	0.00%	-
Tree Trust Fund	3,500	13,500	13,500	13,500	0.00%	-
ARPA	2,018,132	2,911,598	9,970,011	1,947,814	-33.10%	(963,784)
General Fund CIP	668,698	3,685,230	4,532,060	4,678,230	26.95%	993,000
Total Governmental Funds	45,451,306	57,515,831	66,390,108	64,709,530	12.51%	7,193,699
Parking Lot Fund	137,610	111,489	111,489	110,923	-0.51%	(566)
Storm Water Fund	569,379	613,565	613,565	938,784	53.00%	325,219
Water & Sewer Utility Fund	12,696,652	17,640,478	18,314,998	17,652,985	0.07%	12,507
Renewal & Replacement	21,508	-	-	-	0.00%	-
Water & Sewer CIP	2,896,168	3,337,914	7,914,460	9,551,500	186.15%	6,213,586
Solid Waste Enterprise Fund	-	-	2,225,238	4,330,476	0.00%	4,330,476
Total Proprietary Funds	16,321,317	21,703,446	29,179,750	32,584,668	50.14%	10,881,222
Total Expenditure/Expense	61,772,623	79,219,277	95,569,858	97,294,198	22.82%	18,074,921
Over/(Under)	6,698,616	(2,848,587)	(6,408,267)	57,076	-102.00%	2,905,663

CITYWIDE SUMMARY

Recommended Citywide Expenditure/Expense by Fund (%)

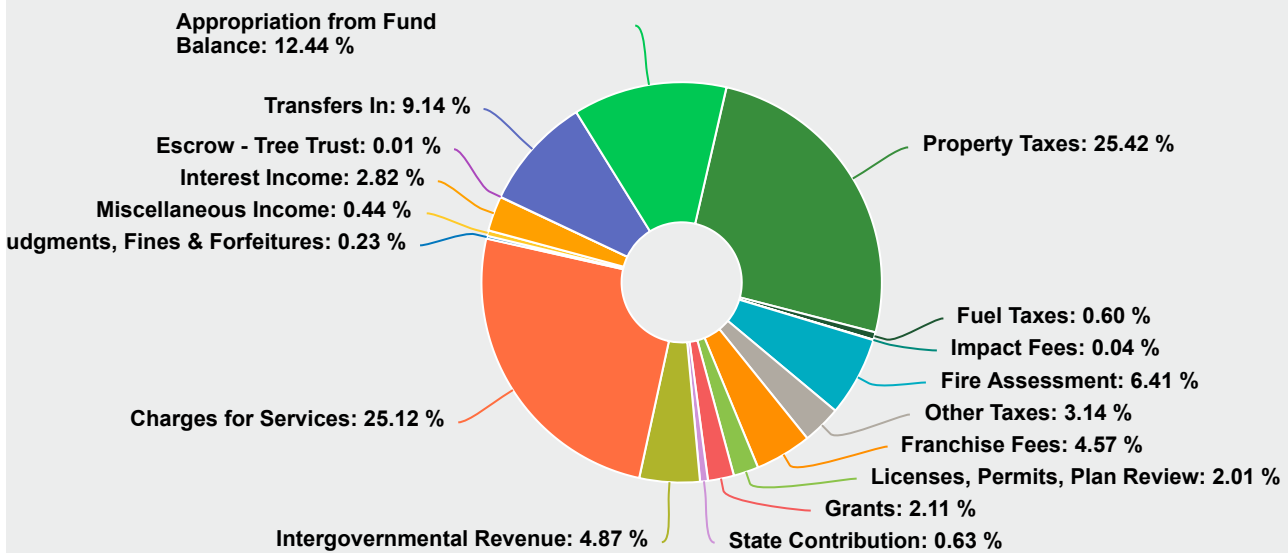


CITYWIDE SUMMARY

Citywide Revenue

\$	FY 2023	FY 2024		Proposed Budget	FY 2025	
	Actuals	Original Budget	Amended Budget As Of 6/30/2024		% Over/ (Under) FY 2024 Orig. Budget	\$ Over/ (Under) FY 2024 Orig. Budget
Funding						
Property Taxes	20,808,042	22,827,789	22,827,789	24,745,937	8.40%	1,918,148
Fuel Taxes	598,689	590,432	590,432	580,158	-1.74%	(10,274)
Impact Fees	203,314	18,000	18,000	36,500	102.78%	18,500
Fire Assessment	4,454,794	5,005,137	5,005,137	6,237,079	24.61%	1,231,942
Other Taxes	3,099,264	2,653,350	2,653,350	3,060,000	15.33%	406,650
Franchise Fees	4,460,199	3,942,820	3,942,820	4,452,201	12.92%	509,381
Licenses, Permits, Plan Review	2,075,163	1,948,000	1,948,000	1,955,000	0.36%	7,000
Grants	2,070,299	1,977,500	5,646,234	2,057,257	4.03%	79,757
State Contribution	994,534	514,819	514,819	610,705	18.63%	95,886
Intergovernmental Revenue	5,072,547	4,793,764	4,793,764	4,737,963	-1.16%	(55,801)
Charges for Services	17,343,385	17,297,387	20,018,225	24,453,163	41.37%	7,155,776
Judgments, Fines & Forfeitures	138,207	163,500	163,500	226,000	38.23%	62,500
Miscellaneous Income	410,177	355,875	355,875	431,875	21.36%	76,000
Interest Income	1,205,205	601,746	601,746	2,745,000	356.17%	2,143,254
Escrow - Tree Trust	100	12,500	12,500	11,500	-8.00%	(1,000)
Transfers In	5,537,320	9,199,968	10,392,454	8,900,595	-3.25%	(299,373)
Appropriation from Fund Balance	-	4,468,103	9,676,946	12,110,341	171.04%	7,642,238
Total Revenue	68,471,239	76,370,690	89,161,591	97,351,274	27.47%	20,980,584

Recommended Citywide Revenue by Category (%)

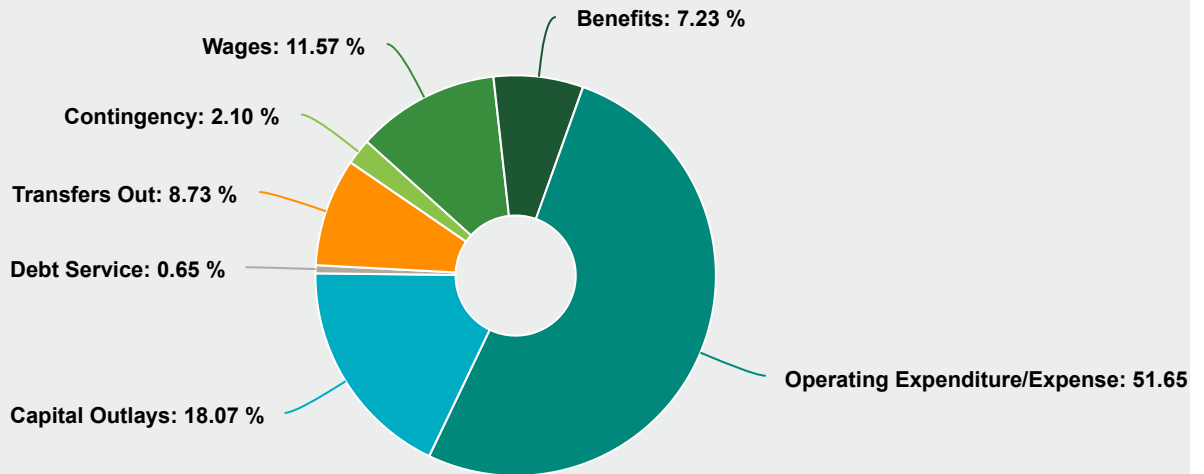


CITYWIDE SUMMARY

Citywide Expenditure/Expense

\$	FY 2023	FY 2024		FY 2025		
	Actuals	Original Budget	Amended Budget As Of 6/30/2024	Proposed Budget	% Over/ (Under) FY 2024 Orig. Budget	\$ Over/ (Under) FY 2024 Orig. Budget
Personnel Services						
Wages	8,307,689	9,593,590	9,510,458	11,256,834	17.34%	1,663,244
Benefits	4,451,459	5,261,398	6,574,501	7,032,103	33.65%	1,770,705
Total Personnel Services	12,759,148	14,854,988	16,084,959	18,288,937	23.12%	3,433,949
Operating Expenditure/Expense	41,532,721	43,449,245	53,475,621	50,251,283	15.66%	6,802,038
Capital Outlays	1,813,344	10,013,938	15,378,158	17,583,967	75.59%	7,570,029
Debt Service	101,553	633,786	633,786	633,786	0.00%	-
Transfers Out	5,565,857	8,782,738	10,392,454	8,494,165	-3.29%	(288,573)
Contingency	-	1,484,582	1,408,177	2,042,060	37.55%	557,478
Total Expenditure/Expense	61,772,623	79,219,277	97,373,155	97,294,198	22.82%	18,074,921

Recommended Citywide Expenditure/Expense by Category (%)



CITYWIDE SUMMARY

Broward County Municipalities Total Millage Rate

Municipality	Ranking	FY 2024 - Proposed		
		Operating Millage	Debt Millage	Total Millage
Weston	1	3.3464	-	3.3464
Hillsboro Beach	2	3.5000	-	3.5000
Southwest Ranches	3	3.9000	-	3.9000
Lauderdale By The Sea	4	3.9235	-	3.9235
Parkland	5	4.2979	-	4.2979
Fort Lauderdale	6	4.1193	0.2545	4.3738
Lighthouse Point	7	4.1329	0.2689	4.4018
Pompano Beach	8	5.2443	0.4849	5.7292
Davie	9	5.6250	0.1868	5.8118
Cooper City	10	5.8550	-	5.8550
Pembroke Pines	11	5.6690	0.3208	5.9898
Plantation	12	5.8000	0.2980	6.0980
Dania Beach	13	5.9998	0.0985	6.0983
Deerfield Beach	14	6.0018	0.1833	6.1851
Coral Springs	15	6.0232	0.1778	6.2010
Oakland Park	16	5.7243	0.5534	6.2777
Sunrise	17	6.0543	0.3188	6.3731
Lazy Lake	18	6.5000	-	6.5000
Sea Ranch Lakes	19	6.5000	-	6.5000
Wilton Manors	20	6.5360	0.1782	6.7142
Coconut Creek	21	6.9463	-	6.9463
Miramar	22	7.1172	-	7.1172
North Lauderdale	23	7.4000	-	7.4000
Tamarac	24	7.4312	-	7.4312
Margate	25	7.1171	0.4496	7.5667
Hollywood	26	7.4479	0.5653	8.0132
West Park	27	8.2000	-	8.2000
Hallandale Beach	28	7.9998	0.3824	8.3822
Pembroke Park	29	8.5000	-	8.5000
Lauderdale Lakes	30	8.6000	0.4910	9.0910
Lauderhill	31	7.9998	1.1712	9.1710

Source: Broward County Property Appraiser.

CITYWIDE SUMMARY

Broward County Municipalities Residential Fire Assessments

Municipality	FY 2024 - Proposed	
	Ranking	Single Family Residence
Hillsboro Beach	1	-
Lazy Lake	2	
Pembroke Park	3	
Plantation	4	
Sea Ranch Lakes	5	
Lauderdale By The Sea	6	175.37
Dania Beach	7	241.05
North Lauderdale	8	278.00
Sunrise	9	279.50
Coral Springs	10	287.18
Davie	11	296.00
Lighthouse Point	12	300.00
Margate	13	300.00
Parkland	14	310.98
Coconut Creek	15	311.45
Wilton Manors	16	315.80
Deerfield Beach	17	325.00
Fort Lauderdale	18	328.00
Pompano Beach	19	331.00
Lauderdale Lakes	20	333.84
Hollywood	21	345.00
Hallandale Beach	22	347.98
Oakland Park	23	382.00
Cooper City	24	398.18
Pembroke Pines	25	413.96
Tamarac	26	420.00
Miramar	27	479.21
West Park	28	500.52
Lauderhill	29	696.00
Weston	30	703.49
Southwest Ranches	31	793.14

GENERAL FUND SUMMARY

General Fund Revenue & Expenditure

GL Number	\$	FY 2023	FY 2024		FY 2025		
		Actuals	Original Budget	Amended Budget As Of 6/30/2024	Proposed Budget	% Over/ (Under) FY 2024 Orig. Budget	\$ Over/ (Under) FY 2024 Orig. Budget
Funding							
Revenues		42,714,874	43,034,788	43,034,788	49,343,287	14.66%	6,308,499
Total Transfers In		2,219,395	3,442,275	3,442,275	3,442,275	0.00%	-
001-000-386980-386-00000 APPROPRIATION FROM FUND BALANCE							
		-	-	969,035	-	0.00%	-
Total Funding		44,934,269	46,477,063	47,446,098	52,785,562	13.57%	6,308,499
Expenditure							
						0	
Wages		4,563,845	5,315,896	5,193,764	5,935,621	11.66%	619,725
Benefits		2,355,646	2,967,030	2,967,030	2,987,451	0.69%	20,421
Total Personnel Services		6,919,491	8,282,926	8,160,794	8,923,072	7.73%	640,146
Operating Expenditures		32,018,385	35,347,796	35,656,361	37,562,450	6.27%	2,214,654
Departmental Capital Outlays		121,263	131,600	251,560	628,307	377.44%	496,707
Debt Service		81,496	4,000	4,000	4,000	0.00%	-
Contingency		-	546,689	512,444	854,340	56.28%	307,651
Transfers Out							
Total Transfers Out		1,152,198	2,164,052	2,860,938	4,813,393	122.43%	2,649,341
Total Expenditure		40,292,833	46,477,063	47,446,097	52,785,562	13.57%	6,308,499
Over/(Under)		4,641,436	-	1	-	0.00%	-

GENERAL FUND SUMMARY (CONTINUED)

General Fund Revenue

GL Number	\$	FY 2023	FY 2024		FY 2025		
		Actuals	Original Budget	Amended Budget As Of 6/30/2024	Proposed Budget	% Over/ (Under) FY 2024 Orig. Budget	\$ Over/ (Under) FY 2024 Orig. Budget
Funding Summary							
Property Tax*		20,808,042	22,827,789	22,827,789	24,745,937	8.40%	1,918,148
Fire Assessment		4,454,794	5,005,137	5,005,137	6,237,079	24.61%	1,231,942
Other Taxes		3,099,264	2,653,350	2,653,350	3,060,000	15.33%	406,650
Franchise Fees		4,460,199	3,942,820	3,942,820	4,452,201	12.92%	509,381
Licenses & Permits		376,010	413,000	413,000	420,000	1.69%	7,000
Grants		12,179	15,000	15,000	15,000	0.00%	-
State Contribution - Police, Fire Pensions		994,534	514,819	514,819	610,705	18.63%	95,886
Intergovernmental		4,746,699	4,410,407	4,410,407	4,348,034	-1.41%	(62,373)
Charges for Services		2,754,536	2,678,466	2,678,466	3,174,331	18.51%	495,865
Judgments, Fines & Forfeitures		137,770	145,000	145,000	225,000	55.17%	80,000
Miscellaneous Income		133,707	179,000	179,000	255,000	42.46%	76,000
Interest Income		737,140	250,000	250,000	1,800,000	620.00%	1,550,000
Transfers In		2,219,395	3,442,275	3,442,275	3,442,275	0.00%	-
Appropriation from Fund Balance		-	-	969,035	-	0.00%	-
Total Funding		44,934,269	46,477,063	47,446,098	52,785,562	13.57%	6,308,499
001-000-311001-311-00000	AD VALOREM TAXES	20,561,654	22,813,789	22,813,789	24,726,937	8.39%	1,913,148
001-000-311002-311-00000	AD VALOREM TAXES-DELINQUENT	203,512	9,000	9,000	9,000	0.00%	-
001-000-311003-311-00000	AD VALOREM TAXES-INTEREST & PENALTY	42,876	5,000	5,000	10,000	100.00%	5,000
Total Property Tax		20,808,042	22,827,789	22,827,789	24,745,937	8.40%	1,918,148
001-000-342602-342-00000	PUBLIC SAFETY-FIRE ASSESSMENT FEE	4,454,794	5,005,137	5,005,137	6,237,079	24.61%	1,231,942
Total Fire Assessment		4,454,794	5,005,137	5,005,137	6,237,079	24.61%	1,231,942
001-000-314100-314-00000	UTILITY SERVICE TAX-ELECTRICITY	3,031,927	2,600,000	2,600,000	3,000,000	15.38%	400,000
001-000-314900-314-00000	UTILITY SERVICE TAX-OTHER	67,337	53,350	53,350	60,000	12.46%	6,650
Total Other Taxes		3,099,264	2,653,350	2,653,350	3,060,000	15.33%	406,650
001-000-315000-315-00000	COMMUNICATION SERVICE TAXES	814,091	853,868	853,868	798,532	-6.48%	(55,336)
001-000-323100-323-00000	FRANCHISE FEE-ELECTRICITY	2,436,668	2,000,000	2,000,000	2,450,000	22.50%	450,000
001-000-323202-323-00000	FRANCHISE FEE-T MOBILE	110,599	110,412	110,412	110,000	-0.37%	(412)
001-000-323203-323-00000	FRANCHISE FEE-SPECTRASITE	68,546	62,472	62,472	64,971	4.00%	2,499
001-000-323205-323-00000	FRANCHISE FEE-NEXTEL	67,027	68,268	68,268	70,998	4.00%	2,730
001-000-323206-323-00000	FRANCHISE FEE-CROWN CASTLE	175,906	160,000	160,000	175,000	9.38%	15,000
001-000-323700-323-00000	FRANCHISE FEE-SOLID WASTE	658,307	625,000	625,000	656,000	4.96%	31,000
001-000-323900-323-00000	FRANCHISE FEE-RECYCLING	52,502	52,000	52,000	96,700	85.96%	44,700
001-000-323901-323-00000	FRANCHISE FEE-TOWING	18,794	10,800	10,800	10,000	-7.41%	(800)
001-000-323910-323-00000	FRANCHISE FEES-CELL TOWERS	57,759	-	-	20,000	0.00%	20,000
Total Franchise Fees		4,460,199	3,942,820	3,942,820	4,452,201	12.92%	509,381
001-000-316000-316-00000	OTHER TAXES-LOCAL BUSINESS(LBTR)	355,730	400,000	400,000	415,000	3.75%	15,000
001-000-322901-322-00000	SHORT-TERM RENTAL PERMIT	20,280	13,000	13,000	5,000	-61.54%	(8,000)
Total Licenses & Permits		376,010	413,000	413,000	420,000	1.69%	7,000
001-000-331204-331-00000	FEDERAL GRANT-CDBG	12,179	15,000	15,000	15,000	0.00%	-
Total Grants		12,179	15,000	15,000	15,000	0.00%	-
001-000-312510-312-00000	STATE CONTRIBUTION-FIRE	577,402	226,294	226,294	281,893	24.57%	55,599
001-000-312520-312-00000	STATE CONTRIBUTION-POLICE	417,132	288,525	288,525	328,812	13.96%	40,287
Total State Contribution		994,534	514,819	514,819	610,705	18.63%	95,886
001-000-335120-335-00000	STATE REVENUE SHARING	1,400,397	1,213,965	1,213,965	1,234,776	1.71%	20,811
001-000-335150-335-00000	STATE SHARED-BEVERAGE LICENSE TAX	10,168	10,000	10,000	10,000	0.00%	-
001-000-335180-335-00000	STATE SHARED-SALES TAX	2,884,543	2,812,212	2,812,212	2,869,028	2.02%	56,816
001-000-335300-335-00000	STATE SHARED-FUEL REFUND TAX	7,968	7,500	7,500	7,500	0.00%	-
001-000-335491-335-00000	STATE SHARED-STREET LIGHT MTCE(FDOT)	152,206	75,730	75,730	75,730	0.00%	-
001-000-335492-335-00000	STATE SHARED-EMS TRANSPORT PROGRAM	139,046	115,000	115,000	115,000	0.00%	-

GENERAL FUND SUMMARY (CONTINUED)

General Fund Revenue

GL Number	\$	FY 2023	FY 2024		FY 2025		
		Actuals	Original Budget	Amended Budget As Of 6/30/2024	Proposed Budget	% Over/ (Under) FY 2024 Orig. Budget	\$ Over/ (Under) FY 2024 Orig. Budget
001-000-338001-338-00000	COUNTY-OCCUPATIONAL LICENSE	45,049	36,000	36,000	36,000	0.00%	-
001-000-338003-338-00000	COUNTY-RECYCLING & SALVAGE	107,322	140,000	140,000	-	-100.00%	(140,000)
	Total Intergovernmental	4,746,699	4,410,407	4,410,407	4,348,034	-1.41%	(62,373)
001-000-322120-322-00000	PLANNING & INSPECTION FEES	-	-	-	185,000	0.00%	185,000
001-000-341901-341-00000	FEES-ELECTION FILING	700	1,500	1,500	1,500	0.00%	-
001-000-341902-341-00000	FEES-PASSPORT PROCESSING	192,758	200,000	200,000	200,000	0.00%	-
001-000-342100-342-00000	PUBLIC SAFETY-SCHOOL RESOURCE OFFICER	533,360	515,000	515,000	567,788	10.25%	52,788
001-000-342120-342-00000	SRO - RENAISSANCE	191,539	199,466	199,466	212,762	6.67%	13,296
001-000-342500-342-00000	PUBLIC SAFETY-FIRE INSPECTIONS	153,999	180,000	180,000	132,281	-26.51%	(47,719)
001-000-342603-342-00000	PUBLIC SAFETY-EMS TRANSPORT	699,709	700,000	700,000	750,000	7.14%	50,000
001-000-342900-342-00000	PUBLIC SAFETY-TRAINING CERTIFICATION	1,290	1,500	1,500	1,500	0.00%	-
001-000-347200-347-00000	REC-CAMPS & ENRICHMENT PROGRAMS (NONTAX)	326,024	315,000	315,000	315,000	0.00%	-
001-000-347201-347-00000	REC-AQUATIC PROGRAMS (NONTAX)	107,181	75,000	75,000	100,000	33.33%	25,000
001-000-347202-347-00000	REC-IN HOUSE RECREATION PROGRAMS(NONTAX)	45,819	45,000	45,000	45,000	0.00%	-
001-000-347203-347-00000	REC-FITNESS MEMBRSH P & DAILY USE (TAX)	63,135	62,000	62,000	80,000	29.03%	18,000
001-000-347204-347-00000	REC-CONTRACTUAL PROGRAMS (NONTAX)	67,183	40,000	40,000	65,000	62.50%	25,000
001-000-347205-347-00000	REC-ANNUAL/SPECIAL EVENTS(NONTAX)	10,090	15,000	15,000	20,000	33.33%	5,000
001-000-347206-347-00000	REC-ANNUAL/SPECIAL EVENTS(TAXABLE)	10,634	8,500	8,500	12,000	41.18%	3,500
001-000-347207-347-00000	REC-POOL USAGE (TAXABLE)	5,898	7,500	7,500	7,500	0.00%	-
001-000-347208-347-00000	REC- FACILITY DAILY USAGE (TAXABLE)	2,492	3,000	3,000	3,000	0.00%	-
001-000-347209-347-00000	REC-SPONSORSHIPS (NON-TAX)	8,300	12,500	12,500	113,000	804.00%	100,500
001-000-347500-347-00000	REC-RENTALS(TAXABLE)	89,667	45,000	45,000	75,000	66.67%	30,000
001-000-347501-347-00000	REC-RENTALS(NONTAX)	18,232	7,500	7,500	18,000	140.00%	10,500
001-000-347503-347-00000	OPTIMIST REVENUE	139,236	95,000	95,000	120,000	26.32%	25,000
001-000-349901-349-00000	FEES-LAND DEVELOPMENT	37,440	75,000	75,000	75,000	0.00%	-
001-000-369902-369-00000	LIEN INQUIRIES	49,850	75,000	75,000	75,000	0.00%	-
	Total Charges for Services	2,754,536	2,678,466	2,678,466	3,174,331	18.51%	495,865
001-000-351100-351-00000	JUDGEMENTS & FINES-COUNTY COURT CRIMINAL	57,741	45,000	45,000	75,000	66.67%	30,000
001-000-354001-354-00000	FINES & FORFEITURES-LOCAL	80,029	100,000	100,000	150,000	50.00%	50,000
	Total Judgments, Fines & Forfeits.	137,770	145,000	145,000	225,000	55.17%	80,000
001-000-364000-364-00000	SALE OF FIXED ASSETS	-	50,000	50,000	50,000	0.00%	-
001-000-366100-366-00000	DONATIONS - RELAY/COLOR RUN	9	-	-	-	0.00%	-
001-000-369900-369-00000	OTHER MISCELLANEOUS REVENUES	21,063	20,000	20,000	140,000	600.00%	120,000
001-000-369904-369-00000	VENDING MACHINE COMMISSION	18,486	12,000	12,000	18,000	50.00%	6,000
001-000-369906-369-00000	BMS REVENUE	17,000	17,000	17,000	17,000	0.00%	-
001-000-369907-369-00000	INSURANCE REIMBURSEMENT	7,320	25,000	25,000	25,000	0.00%	-
001-000-369908-369-00000	MISCELLANEOUS INCOME- ABANDONED PROPERTY	450	5,000	5,000	5,000	0.00%	-
001-000-369909-369-00000	WASTE MGMT ADMIN FEE	-	50,000	50,000	-	-100.00%	(50,000)
001-000-369910-000-00000	OTHER FINANCING SOURCE - LINE OF CREDIT	19,378	-	-	-	0.00%	-
001-200-384000-384-00000	DEBT PROCEEDS	50,001	-	-	-	0.00%	-
	Total Miscellaneous Income	133,707	179,000	179,000	255,000	42.46%	76,000
001-000-361100-361-00000	INTEREST-INCOME	737,140	250,000	250,000	1,800,000	620.00%	1,550,000
	Total Interest Income	737,140	250,000	250,000	1,800,000	620.00%	1,550,000

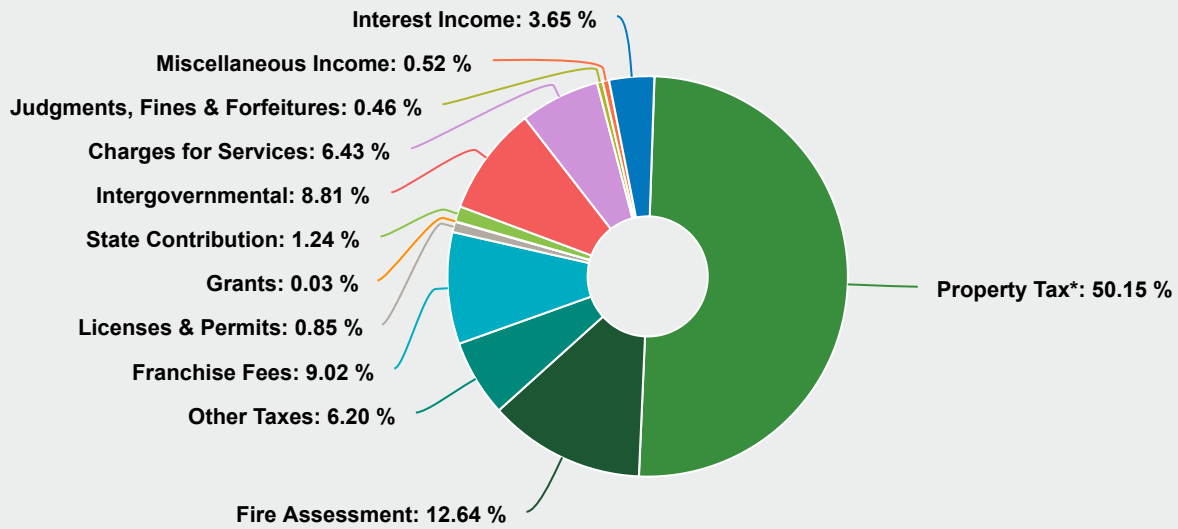
GENERAL FUND SUMMARY (CONTINUED)

General Fund Revenue

GL Number	\$	FY 2023	FY 2024		FY 2025		
		Actuals	Original Budget	Amended Budget As Of 6/30/2024	Proposed Budget	% Over/ (Under) FY 2024 Orig. Budget	\$ Over/ (Under) FY 2024 Orig. Budget
001-000-381002-381-00000	INTER-FUND GROUP TRSF IN-BUILDING	324,865	506,673	506,673	506,673	0.00%	-
001-000-381400-381-00000	INTER-FUND GROUP TRSF IN-PARKING LOT	22,365	34,881	34,881	34,881	0.00%	-
001-000-381440-381-00000	INTER-FUND GROUP TRSF IN-STORM WATER	55,328	86,292	86,292	86,292	0.00%	-
001-000-381450-381-00000	INTER-FUND GROUP TRSF IN-WATER/SEWER	1,804,537	2,814,429	2,814,429	2,814,429	0.00%	-
001-000-382453-382-00000	CONTRIBUTION FROM CAPITAL IMPROVEMENTS	12,300	-	-	-	0.00%	-
	Total Transfers In	2,219,395	3,442,275	3,442,275	3,442,275	0.00%	-
001-000-386980-386-00000	APPROPRIATION FROM FUND BALANCE	-	-	969,035	-	0.00%	-
	Total Appropriation from Fund Balance	-	-	969,035	-	0.00%	-
	Total Revenue	44,934,269	46,477,063	47,446,098	52,785,562	13.57%	6,308,499

GENERAL FUND SUMMARY (CONTINUED)

General Fund Revenue by Category (%)



GENERAL FUND SUMMARY (CONTINUED)

General Fund Expenditure By Category of Expenditure & Department

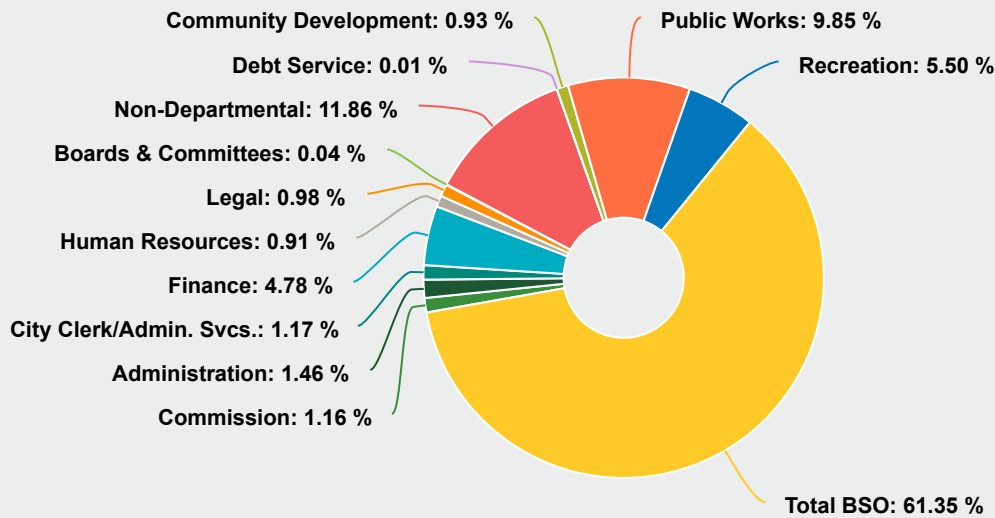
\$	FY 2024		FY 2024		FY 2025	
	Actuals	Original Budget	Amended Budget As Of 6/30/2024	Proposed Budget	% Over/ (Under) FY 2024 Orig. Budget	\$ Over/ (Under) FY 2024 Orig. Budget
City Departments						
Commission	137,955	383,517	383,517	613,466	59.96%	229,949
Administration	486,726	715,752	715,752	771,844	7.84%	56,092
City Clerk	399,812	580,202	586,202	614,722	5.95%	34,520
Finance	896,323	1,593,308	1,602,058	2,522,331	58.31%	929,023
Human Resources	544,111	671,940	681,282	481,814	-28.30%	(190,126)
Legal	310,660	514,000	514,000	514,500	0.10%	500
Boards & Committees	13,333	19,700	19,700	19,700	0.00%	-
Non-Departmental						
Other	359,032	565,821	608,058	701,614	24.00%	135,793
Transfer Out	2,145,703	2,164,052	2,860,938	4,813,393	122.43%	2,649,341
Contingency	-	531,689	512,444	739,340	39.05%	207,651
Total Non-Departmental	2,504,735	3,261,562	3,981,440	6,254,347	91.76%	2,992,785
Debt Service	55,254	4,000	4,000	4,000	0.00%	-
Community Development	204,752	416,525	416,525	490,224	17.69%	73,699
Public Works - Administration	341,275	757,977	757,977	777,378	2.56%	19,401
Public Works - Property Maintenance	425,233	595,591	595,591	690,770	15.98%	95,179
Public Works - Parks Maintenance	1,473,407	2,251,380	2,306,380	2,366,608	5.12%	115,228
Public Works - Fleet Services	254,986	495,096	495,096	522,332	5.50%	27,236
Public Works - Tree Maintenance	109,045	401,837	461,950	835,764	107.99%	433,927
Emergency Management	18,950	38,797	38,797	51,250	32.10%	12,453
Parks & Recreation	1,830,016	2,766,336	2,766,336	2,901,452	4.88%	135,116
Total Expenditure Ex. BSO	10,006,573	15,467,520	16,326,603	20,432,502	32.10%	4,964,982
Public Safety						
BSO Code Enforcement						
Contract	588,525	784,700	784,700	841,718	7.27%	57,018
Other						
Other Non-Contract Expenditures	14,060	24,350	24,350	25,350	4.11%	1,000
Total Other	14,060	24,350	24,350	25,350	4.11%	1,000
Total BSO Code Enforcement	602,585	809,050	809,050	867,068	7.17%	58,018
BSO Police						
Contract	11,543,980	14,901,166	15,021,241	15,363,753	3.10%	462,587
Other						
Pensions	-	629,161	629,161	400,560	-36.33%	(228,601)
Other Non Contract Expenditures	308,421	641,262	515,226	648,262	1.09%	7,000
Total Other	308,421	1,270,423	1,144,387	1,048,822	-17.44%	(221,601)
Total BSO Police	11,852,401	16,171,589	16,165,628	16,412,575	1.49%	240,986
BSO Fire						
Contract	10,008,197	13,344,262	13,344,262	14,184,977	6.30%	840,715
Other						
Pensions	-	662,942	662,942	864,288	30.37%	201,346

GENERAL FUND SUMMARY (CONTINUED)

General Fund Expenditure By Category of Expenditure & Department

	FY 2024		FY 2024		FY 2025	
Other Non-Contract Expenditures	15,699	21,700	21,700	24,152	11.30%	2,452
Total Other	15,699	684,642	684,642	888,440	29.77%	203,798
Total BSO Fire	10,023,896	14,028,904	14,028,904	15,073,417	7.45%	1,044,513
BSO - Total						
Contract	22,140,702	29,030,128	29,150,203	30,390,448	4.69%	1,360,320
Pensions	-	1,292,103	1,292,103	1,264,848	-2.11%	(27,255)
Other	338,180	687,312	561,276	697,764	1.52%	10,452
Total BSO	22,478,882	31,009,543	31,003,582	32,353,060	4.33%	1,343,517
Total Expenditure	32,485,455	46,477,063	47,330,185	52,785,562	13.57%	6,308,499

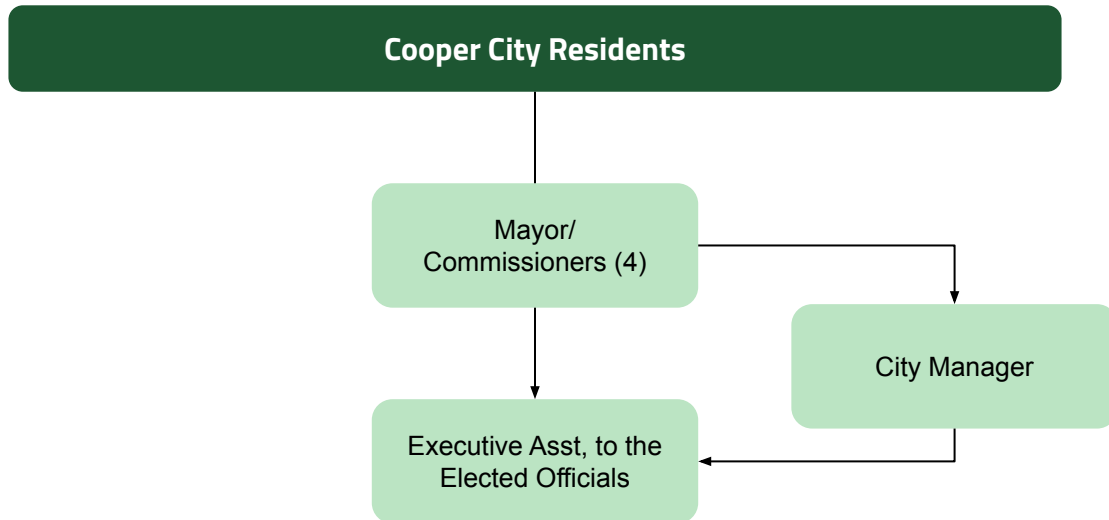
General Fund Expenditure by Department (%)



CITY COMMISSION

Mission:

To provide effective communication and participation in the development of mutually rewarding relationships with residents, schools, business relations, city administration, government associations and civic leaders on behalf of the Cooper City Commission, with responsiveness, reliability and respect for all.



FY 2024 Year to Date Accomplishments:

- > Facilitated the pick-up by Boy Scouts of America of retired American Flags retrieved from the flag drop box at Memorial Park.
- > Continued coordination with Boy Scouts of America on Eagle Scout Projects in Cooper City.
- > Continued monitoring and upkeep of the Advisory Board Citizens Resource Manual.
- > Coordinated and facilitated Special Public Recognition Ceremony to publicly honor and celebrate award/proclamation recipients.
- > Planned and executed a Board Appreciation Dinner to recognize members of all of our advisory boards in this term-ending year.
- > Updated and maintained the Commission Office Reference Manual.
- > Liaison for the Education Advisory Board.
- > Coordinated a meeting with Mayor Ross & Consul General Elbaz-Starinsky
- > Planned various events, breakfasts, luncheons, dinners for a variety of public organizations.
- > Continue timely follow-up and update of Constituent Concerns status spreadsheet report to ensure timely responses to constituent-related issues.
- > Coordinated and facilitated the Yard of the Month program.
- > Continued collaboration with Florida Nursery Mart to provide a \$50 gift certificate to the winning Yard of the Month homeowner.
- > Continue aiding the City Manager's Office with the City's Strategic Planning Initiative.
- > Continue facilitating and aiding in the coordination of the Community Volunteering – Give Back Initiatives.
- > Aided residents, businesses, schools and other civic and government agencies with conflict resolution to the satisfaction and enrichment of our constituency.
- > Coordinated with school principals and participated in local school programs for, and on behalf of the Commission (i.e., Read for the Record, Read Across Broward and If I Were Elected Mayor Essay Contest).
- > Coordinated commission meeting appearances of local, state, and federal legislators; civic organizations, award/proclamation recipients.

CITY COMMISSION (CONTINUED)

- > Coordinated and facilitated recognition programs, including written awards, certifications and commendations issued to students, churches, non-profits, employees, vendors, etc. on behalf of the Commission.
- > Managed the Cooper City Pledge of Allegiance program for the opening of each regular commission meeting during the school year. Coordinated student participation with public and charter schools.
- > Coordinated with local civic organizations for commission participation, support, meeting attendance, conference participation, speaking engagements, etc., including, but not limited to the preparation of calendar notifications, the creation of program advertisements, etc.
- > Transcribed letters of request, commendation, recommendation, advocacy, support, congratulations, etc. on behalf of elected officials for students; community leaders; programs; college or board applicants; advocacy groups; other government agencies, etc.
- > Developed and created printed materials, letters, articles, speeches, documents, emails, applications and written public communications for presentation, and distribution on behalf of the City Commission.
- > Coordinated commission travel, hotel, airlines, etc.
- > Developed and created event programs, flyers, ad publications relevant to commission-sponsored events and initiatives.
- > Collaborated with local publications, community advocacy groups and business networks for the outreach enhancement and promotion of the Cooper City Commission.
- > Facilitated community outreach and recognition programs with a focus on public relations and community support on behalf of the City Commission.

Goals for FY 2025:

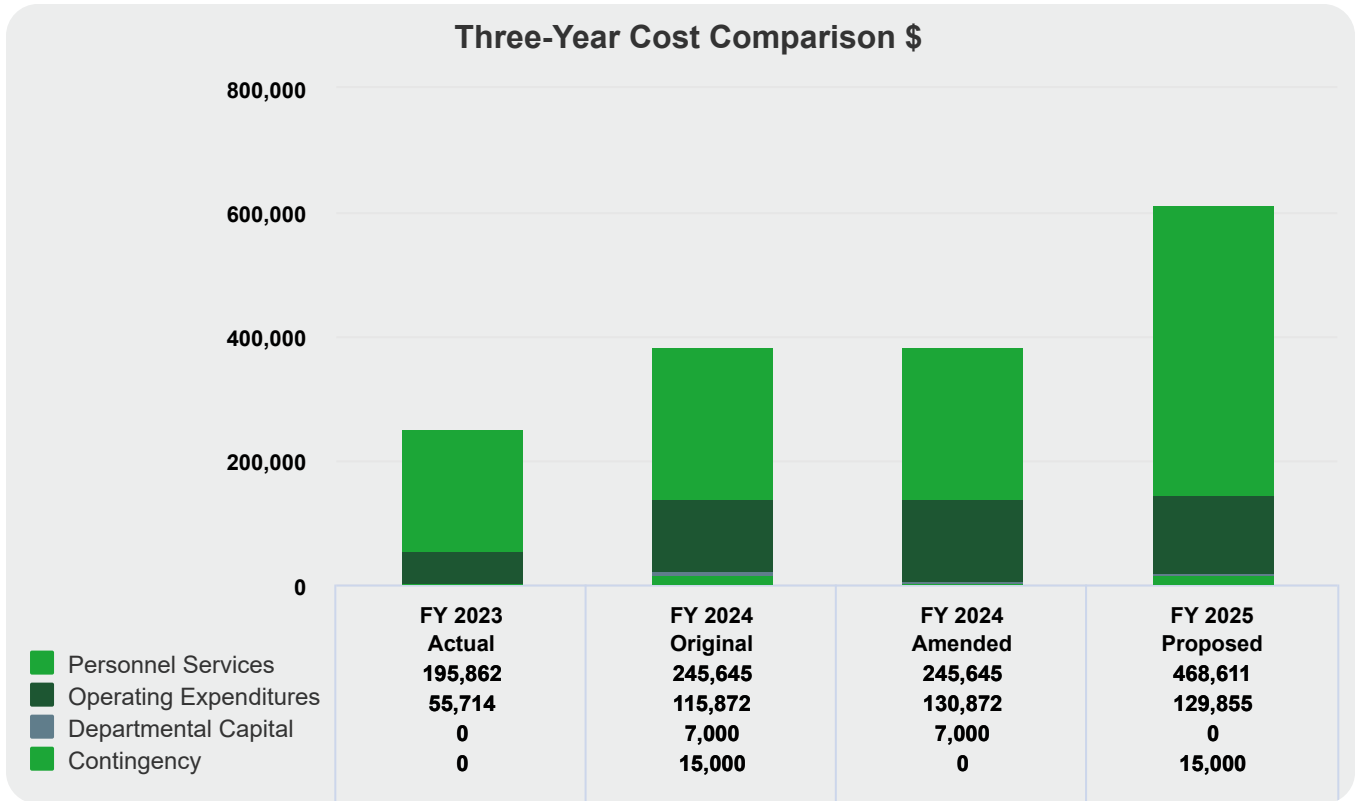
- > Organize the farewell event for the termed-out Elected Officials and plan the swearing-in ceremony, along with the Clerk's office for the newly Elected Officials.
- > Continue to represent the efforts of the Cooper City Commission for, with and on behalf of the residents of Cooper City with respect, integrity and enthusiasm.
- > Continued coordination with Boy Scouts of America on Eagle Scout Projects in Cooper City.
- > Prepare a Board Appreciation Dinner to recognize members of all of our advisory boards in this term-ending year.
- > Continue monitoring and upkeep of the Advisory Board Citizens Resource Manual.
- > Host, coordinate and facilitate Breakfast with the Principals event.
- > Host, coordinate and facilitate Leadership Broward and Youth Leadership Broward events.
- > Host, coordinate and facilitate Quarterly Special Recognition Ceremonies.

Position Listing

Full Time (FT)/ Elected Official	Position Summary					
	FY 2023		FY 2024		FY 2025 Proposed	
	FT	Elected Official	FT	Elected Official	FT	Elected Official
Mayor	-	1	-	1	-	1
Commissioner	-	4	-	4	-	4
Exec. Asst. to Elected Officials	1	-	1	-	1	-
Total	1	5	1	5	1	5
Full-Time Equivalent	1.0	-	1.0	-	1.0	-

CITY COMMISSION (CONTINUED)

Budget Summary



CITY COMMISSION (CONTINUED)

GL Number	\$	FY 2023	FY 2024		FY 2025		
		Actuals	Original Budget	Amended Budget As Of 6/30/2024	Proposed Budget	% Over/ (Under) FY 2024 Orig. Budget	\$ Over/ (Under) FY 2024 Orig. Budget
Wages							
001-100-512100-511-00000	SALARIES-REGULAR	120,164	143,448	143,448	283,199	97.42%	139,751
001-100-515700-511-00000	SPECIAL PAY-CELL PHONE	2,400	2,400	2,400	2,400	0.00%	-
Total Wages		122,564	145,848	145,848	285,599	95.82%	139,751
Benefits							
001-100-521100-000-00000	BENEFITS-FICA	9,856	10,974	10,974	21,665	97.42%	10,691
001-100-521200-000-00000	BENEFITS-RETIREMENT	14,527	10,998	10,998	38,600	250.97%	27,602
001-100-521300-000-00000	BENEFITS-GROUP INSURANCE	48,683	77,732	77,732	122,564	57.68%	44,832
001-100-521400-000-00000	BENEFITS-WORKERS COMPENSATION	70	93	93	183	96.77%	90
001-100-522800-000-00000	OTHER PAYROLL COSTS	162	-	-	-	0.00%	-
Total Benefits		73,298	99,797	99,797	183,012	83.38%	83,215
Personnel Services		195,862	245,645	245,645	468,611	90.77%	222,966
Operating Expenditures							
001-100-531100-511-00000	PROFESSIONAL SERVICES*	-	-	10,000	-	0.00%	-
001-100-531170-511-00000	PROFESSIONAL SERVICES-ACCOUNTING/AUDIT	-	40,400	40,400	39,400	-2.48%	(1,000)
001-100-532401-511-00000	TRAVEL & PER DIEM	1,039	10,000	10,000	10,000	0.00%	-
001-100-532401-511-DIST ¹	TRAVEL & PER DIEM	1,090	-	-	-	0.00%	-
001-100-532401-511-DIST ²	TRAVEL & PER DIEM*	166	-	-	-	0.00%	-
001-100-532401-511-DIST ³	TRAVEL & PER DIEM	1,154	-	-	-	0.00%	-
001-100-532401-511-MAYOR	TRAVEL & PER DIEM*	4,849	-	-	-	0.00%	-
001-100-532402-511-00000	TRAVEL-LOCAL	77	500	500	500	0.00%	-
001-100-532481-511-00000	PUBLIC RELATIONS	8,147	5,200	5,200	8,900	71.15%	3,700
001-100-532491-511-00000	EDUCATION & REGISTRATION	1,397	1,000	1,000	1,500	50.00%	500
001-100-532542-511-00000	DUES & MEMBERSHIPS*	26,380	22,150	27,150	28,455	28.47%	6,305
001-100-534410-511-00000	MAINTENANCE-CONTRACTS*	692	900	900	900	0.00%	-
001-100-535110-511-00000	SUPPLIES-OFFICE	5,494	4,622	4,622	8,500	83.90%	3,878
001-100-535111-511-DIST ¹	DISCRETIONARY FUNDS	967	6,000	6,000	6,000	0.00%	-
001-100-535111-511-DIST ²	DISCRETIONARY FUNDS	225	6,000	6,000	6,000	0.00%	-
001-100-535111-511-DIST ³	DISCRETIONARY FUNDS	291	6,000	6,000	6,000	0.00%	-
001-100-535111-511-DIST ⁴	DISCRETIONARY FUNDS	750	6,000	6,000	6,000	0.00%	-
001-100-535111-511-MAYOR	DISCRETIONARY FUNDS*	750	6,000	6,000	6,000	0.00%	-
001-100-535210-511-00000	SUPPLIES-UNIFORMS	2,246	1,100	1,100	1,700	54.55%	600
Operating Expenditures		55,714	115,872	130,872	129,855	12.07%	13,983
Departmental Capital							
001-100-564300-511-00000	EQUIPMENT & MACHINERY-COMPUTERS	-	7,000	7,000	-	-100.00%	(7,000)
Departmental Capital		-	7,000	7,000	-	-100.00%	(7,000)
Contingency							
001-100-599000-511-00000	CONTINGENCY	-	15,000	-	15,000	0.00%	-
Contingency		-	15,000	-	15,000	0.00%	-
City Commission Total		251,576	383,517	383,517	613,466	59.96%	229,949

*Related footnote detail on following page

CITY COMMISSION (CONTINUED)

City Commission- Footnote Detail

Account Name	Footnote Detail	FY 2025 Proposed Budget
Professional Services-Accounting/Audit	Internal Auditor (remainder on PO 2022-8078)	39,400
	Total	39,400
Public Relations	Autism Awareness Shirts	600
	Miscellaneous PR Items	2,000
	Breakfast with The Principals	2,000
	Leadership Broward and Youth Leadership Broward Luncheons	1,200
	Swearing In Ceremony for New Commission	500
	Farewell Event for Mayor/Commissioner(s)	2,000
	Walking Club T-Shirts	600
	Total	8,900
Dues & Memberships	Broward League of Cities Membership	2,650
	Broward League of Cities Gala	10,000
	Florida League of Cities	5,805
	Broward League of Cities Lunch (Hosting)	2,500
	Broward Metropolitan Planning Organization	5,000
	Davie/Cooper City Trustee Membership - 50% reduction	2,500
	Total	28,455
Maintenance-Contracts	Shared photocopy service (10%)	900
	Total	900
Supplies-Office	Autism Pins - 500 count	1,022
	Adjustable Height Podium to Address Dais	2,500
	Total	3,522
Supplies-Uniforms	City Shirts - Executive Assistant	100
	3 Existing Commissioners	600
	New Mayor and New Commissioner	1,000
	Total	1,700

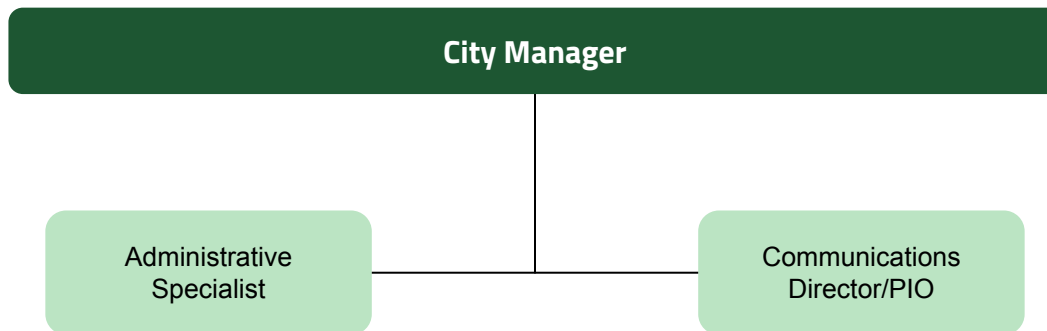
CITY COMMISSION (CONTINUED)

Position#	Job Title Description	Regular Pay Rate Description	Regular Pay Rate Amount	Amount FY 24 Annual wages	FY 24 COLA	Merit Increase	FY 25 COLA	FY 25 Total Wages
001-100-0001	Mayor	Salary	\$3,248.67	\$38,983.99	\$0.00	\$0.00	\$0.00	\$38,983.99
001-100-0002	Commissioner	Salary	\$3,248.67	\$38,983.99	\$0.00	\$0.00	\$0.00	\$38,983.99
001-100-0003	Commissioner	Salary	\$3,248.67	\$38,983.99	\$0.00	\$0.00	\$0.00	\$38,983.99
001-100-0004	Commissioner	Salary	\$3,248.67	\$38,983.99	\$0.00	\$0.00	\$0.00	\$38,983.99
001-100-0005	Commissioner	Salary	\$3,248.67	\$38,983.99	\$0.00	\$0.00	\$0.00	\$38,983.99
001-100-0006	Executive Assistant to Elected Officials	Salary	\$3,269.23	\$84,999.98	\$0.00	\$558.90	\$2,720.00	\$88,278.88
				\$279,919.93	\$0.00	\$558.90	\$2,720.00	\$283,198.83

ADMINISTRATION

Mission:

To provide leadership and direction to execute the policies established by the City Commission while supporting and empowering City Departments to meet resident expectations and enhance the quality of life in Cooper City.



FY 2024 Year to Date Accomplishments:

- > Welcomed a new City Manager in June 2024
- > Launched TextMyGov, replacing SeeClickFix. With TextMyGov, residents can skip making a phone call and use their mobile phone's text messaging service to find information and report issues on the go.
- > The City commenced the establishment of its historical museum using CatalogIt.
- > The City continued progress on its Strategic Plan.
- > Relaunched Cooper Academy, where residents have the chance to go behind the scenes and learn about the roles and responsibilities of each department in Cooper City government.
- > Improvements to the City website include upgraded accessibility, review of website statistics to make top pages easier to find, and addition of programs and activities calendar.
- > Supported the Public Works Department with Landscape Master Plan Public Meetings to facilitate engagement with residents and collect feedback in person, online, and via an online survey.
- > Initiated work with new communications consultant and reached an 20% increase in social media impressions and an 11% increase in social media followers from November 2023 to June 2024.
- > Continued supporting City departments to help carry out programs and initiatives by means of creating digital content, designing marketing collateral, and promotion via the City website and social media channels.
- > Completed the City's first branding and style guide to provide guidance to City staff and consultants for marketing collateral, presentations, and relevant materials.
- > Continued outreach with multiple homeowner's associations and integrated city communications into several HOA newsletters and email notifications with their respective residents.
- > Produced Cooper Quarterly Newsletter and distributed to nearly 12,000 properties.
- > Collaborated with all departments to bring fiscally responsible budget recommendations to the City Commission for consideration.

Goals for FY 2025:

- > Manage all ARPA funds, based on specific categories as prescribed by the U.S. Treasury.
- > Procure and launch a new content management system to house a new City website, with state-of-the-art capabilities and accessibility, that is accompanied by a chatbot powered with artificial intelligence to provide website users with 24/7 virtual support.
- > Increase social media following across all platforms (Facebook, Twitter, Instagram, LinkedIn, and YouTube) by a minimum of 15% year-over-year.
- > Increase utilization and engagement via the "Nextdoor" app to facilitate emergency communications with residents, organized by districts and neighborhoods.

ADMINISTRATION (CONTINUED)

Performance Measures:

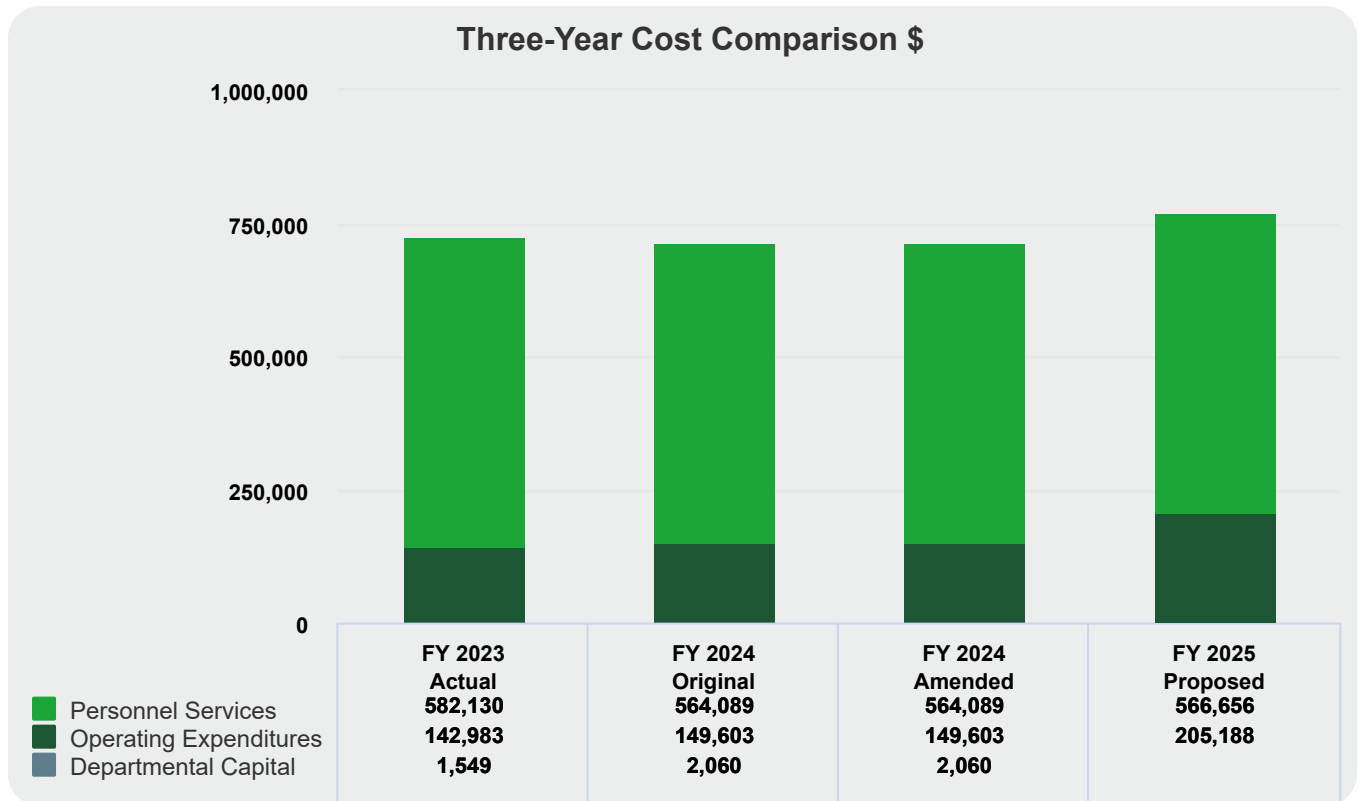
Performance Measure	Indicator	FY 2023 Results	FY 2024 YTD	
			Results	FY 2025 Proposed
Social Media - outreach	Number of Facebook "likes"	4,253	5,091	5,300
Social Media - outreach	Number of Twitter "followers"	2,855	3,202	3,500
Resolution of resident concerns	Amount of time to resolve (Hours)	24-48	24-48	24
TextMyGov	Average notifications resolved	-	-	24-48
SeeClickFix City Response Time	Average number of days to respond to a SeeClickFix request	3.6	2.5	

Position Listing

Full Time (FT)/Other	Position Summary					
	FY 2023		FY 2024		FY 2025 Proposed	
	FT	Other	FT	Other	FT	Other
City Manager	1	-	1	-	1	-
Administrative Specialist	1	-	1	-	1	-
Director of Communication/Public Information	-	-	-	-	1	-
Communications Coordinator	1	-	1	-	-	-
Total	3	-	3	-	3	-
Full-Time Equivalent	3.0	-	3.0	-	3.0	-

ADMINISTRATION (CONTINUED)

Budget Summary



ADMINISTRATION (CONTINUED)

GL Number	\$	FY 2023	FY 2024		FY 2025		
		Actuals	Original Budget	Amended Budget As Of 6/30/2024	Proposed Budget	% Over/ (Under) FY 2024 Orig. Budget	\$ Over/ (Under) FY 2024 Orig. Budget
Wages							
001-110-512100-512-00000	SALARIES-REGULAR	443,582	371,239	371,239	400,250	7.81%	29,011
001-110-514000-512-00000	SALARIES-OVERTIME	2,359	1,500	1,500	1,500	0.00%	-
001-110-515600-512-00000	SPECIAL PAY-CAR ALLOWANCE	4,154	-	-	-	0.00%	-
001-110-515700-512-00000	SPECIAL PAY-CELL PHONE	436	840	840	1,680	100.00%	840
Total Wages		450,531	373,579	373,579	403,430	7.99%	29,851
Benefits							
001-110-521100-000-00000	BENEFITS-FICA	29,223	28,400	28,400	30,619	7.81%	2,219
001-110-521200-000-00000	BENEFITS-RETIREMENT	42,764	102,810	102,810	71,812	-30.15%	(30,998)
001-110-521300-000-00000	BENEFITS-GROUP INSURANCE	58,927	59,060	59,060	60,536	2.50%	1,476
001-110-521400-000-00000	BENEFITS-WORKERS COMPENSATION	288	240	240	259	7.92%	19
001-110-522800-000-00000	OTHER PAYROLL COSTS	397	-	-	-	0.00%	-
Total Benefits		131,599	190,510	190,510	163,226	-14.32%	(27,284)
Personnel Services		582,130	564,089	564,089	566,656	0.46%	2,567
Operating Expenditures							
001-110-531100-512-00000	PROFESSIONAL SERVICES*	37,440	66,000	66,000	66,000	0.00%	-
001-110-531190-512-00000	PROFESSIONAL SERVICES-MISCELLANEOUS	42,000	-	-	20,000	0.00%	20,000
001-110-532401-512-00000	TRAVEL & PER DIEM*	2,945	9,950	9,950	9,950	0.00%	-
001-110-532481-512-00000	PUBLIC RELATIONS*	9,211	14,500	14,500	14,500	0.00%	-
001-110-532482-512-00000	ANNUAL EVENTS*	1,030	1,500	1,500	1,500	0.00%	-
001-110-532491-512-00000	EDUCATION & REGISTRATION*	5,179	4,955	4,955	5,355	8.07%	400
001-110-532541-512-00000	BOOKS & PUBLICATIONS*	273	452	452	452	0.00%	-
001-110-532542-512-00000	DUES & MEMBERSHIPS*	3,077	4,266	4,266	3,531	-17.23%	(735)
001-110-534410-512-00000	MAINTENANCE-CONTRACTS*	24,084	22,030	22,030	58,650	166.23%	36,620
001-110-535110-512-00000	SUPPLIES-OFFICE*	3,103	8,300	8,300	8,300	0.00%	-
001-110-535160-512-00000	SUPPLIES-DATA PROCESSING*	-	-	-	1,500	0.00%	1,500
001-110-535170-512-00000	POSTAGE	13,997	14,700	14,700	15,000	2.04%	300
001-110-535210-512-00000	SUPPLIES-UNIFORMS	644	450	450	450	0.00%	-
001-110-535620-512-00000	SUPPLIES-GAS & OIL	-	2,500	2,500	-	-100.00%	(2,500)
Operating Expenditures		142,983	149,603	149,603	205,188	37.16%	55,585
Departmental Capital							
001-110-564300-512-00000	EQUIPMENT & MACHINERY-COMPUTERS*	1,549	2,060	2,060	-	-100.00%	(2,060)
Departmental Capital		1,549	2,060	2,060	-	-100.00%	(2,060)
Administration Total		726,662	715,752	715,752	771,844	7.84%	56,092

*Related footnote detail on following page

ADMINISTRATION (CONTINUED)

Administration- Footnote Detail

Account Name	Footnote Detail	FY 2025 Proposed Budget
Professional Services	Garth Solutions - Brand & Communications Firm	66,000
	Total	66,000
Professional Services-Miscellaneous	Strategic Plan Update	20,000
	Total	20,000
Travel & Per Diem	FCCMA Conference	1,100
	NIOA Conference	1,500
	FLC Conference	1,100
	3CMA Conference	1,250
	Other	1,500
	ICMA Conference	3,500
	Total	9,950
Public Relations	Quarterly Newsletter Printing	9,000
	New Resident Guides	4,000
	Cooper City Museum	1,500
	Total	14,500
Annual Events	Cooper Academy	1,000
	Other	500
	Total	1,500
Education & Registration	ICMA Registration	865
	FCCMA Conference	500
	FLC Conference	575
	Notary Renewal	195
	International Association of Administrative Professionals (IAAP)	1,600
	City-County Communications & Marketing Association (3CMA)	870
	NIOA (National Information Officers Association) National Training Conference	750
	Total	5,355
Books & Publications	Miami Herald Digital Subscription	192
	Sun-Sentinel Digital Subscription	192
	Other	68
	Total	452
Dues & Memberships	International Association of Administrative Professionals (IAAP)	200
	National Information Officers Association	90
	3CMA (City-County Communications & Marketing Assoc.)	400
	Misc. Organizations	750
	Broward County City Managers Association (BCCMA)	150
	Florida City & County Mgmt. Association (FCCMA)	741
	International City/County Mgmt. Association (ICMA)	1,200
	Total	3,531
Maintenance-Contracts	Constant Contact - E-Blast Campaigns	1,800
	ChatBot - Virtual Assistant for Website	10,000
	Everbridge - FL Statewide Emergency Alert & Notification System	100
	Monday.Com Work Management (City Mgr)	1,000
	FLICKR Pro Annual - Photo & Video Host	100

ADMINISTRATION (CONTINUED)

Administration- Footnote Detail

Account Name	Footnote Detail	FY 2025 Proposed Budget
	Hootsuite - Social Media Management	600
	Canva	150
	Archive Social	3,000
	Shared Photocopy Service (10%)	900
	Text My Gov - Citizen Relationship Mobile App	8,000
	Website Hosting - Content Management System	20,000
	Graphic Design Software	1,000
	Website Hosting - Implementation	12,000
	Total	58,650
Supplies-Office	City Merchandise	6,500
	Total	6,500
Supplies-Data Processing	Administrative Specialist laptop as per replacement schedule	1,500
	Total	1,500
Postage	Quarterly Newsletter Postage	15,000
	Total	15,000

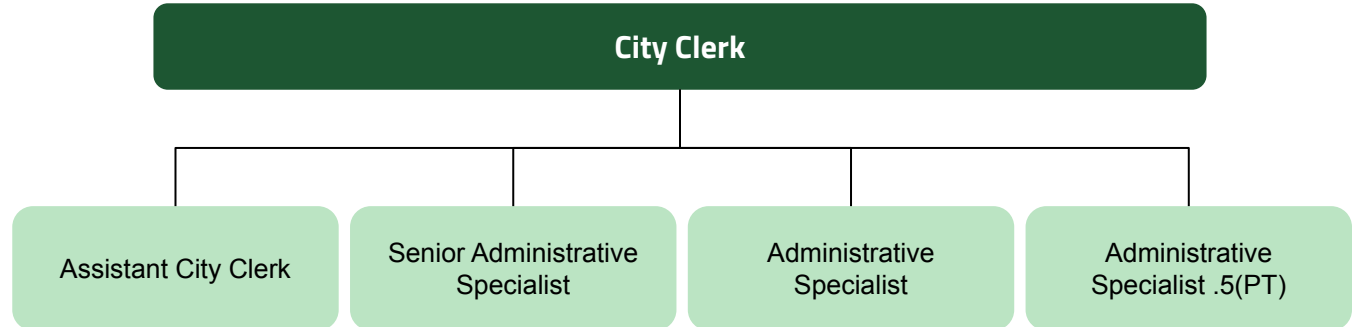
ADMINISTRATION (CONTINUED)

Position#	Job Title Description	Regular Pay Rate Description	Regular Pay Rate Amount	Amount FY 24 Annual wages	FY 24 COLA	Merit Increase	FY 25 COLA	FY 25 Total Wages
001-110-0001	City Manager	Salary	\$8,750.00	\$227,500.00	\$0.00	\$2,966.85	\$7,280.00	\$237,746.85
001-110-0002	Director of Communication/ Public Information	Salary	\$3,653.85	\$95,000.10	\$0.00	\$3,123.29	\$3,040.00	\$101,163.39
001-110-0003	Administrative Specialist	Hourly	\$28.33	\$58,918.91	\$0.00	\$535.92	\$1,885.41	\$61,340.24
				\$381,419.01		\$6,626.06	\$12,205.41	\$400,250.48

CITY CLERK

Mission:

To preserve the integrity of the City's official records, to coordinate municipal elections, to inform residents of all public hearings and meetings and to ensure the accurate recordkeeping of said meetings. To perform quality and customer friendly passport processing services. Committed to serve the public by striving for excellence.



FY 2024 Year to Date Accomplishments:

- > Improved Accessibility: Worked to make information and services more accessible to residents.
- > Improved Record Keeping: Implemented new technologies and processes to improve the accuracy and accessibility of public records, making it easier for citizens to access important information.
- > Increased Transparency: Worked to make government processes more transparent by publishing meeting minutes, agendas, and other important documents online.
- > Successful Elections: Ensured that the Municipal Election was conducted smoothly, efficiently, and with transparency.
- > Provided exemplary customer service to residents and passport customers.
- > Professional Development: Continued professional development through training, conferences, and other opportunities to enhance knowledge and skills relevant to the City Clerk's Office.

Goals for FY 2025:

- > Ensure Compliance: Stay up to date with relevant laws, regulations, and policies to ensure that the Clerk's Office is operating in compliance with all legal and ethical standards.
- > Improve Customer Satisfaction: Focus on improving the customer experience by being more responsive, helpful, and attentive to their needs.
- > Streamline Operations: Look for ways to make the Clerk's Office more efficient and reduce the time it takes to complete tasks. This could include automating certain processes, optimizing workflows, or implementing new technologies.
- > Enhance Communication: Clear and Concise communication to improve internal and external communication.
- > Foster a Positive Work Environment: Create a supportive and collaborative work environment that encourages teamwork, communication, and positive relationships among employees. This will lead to increased job satisfaction and higher productivity.

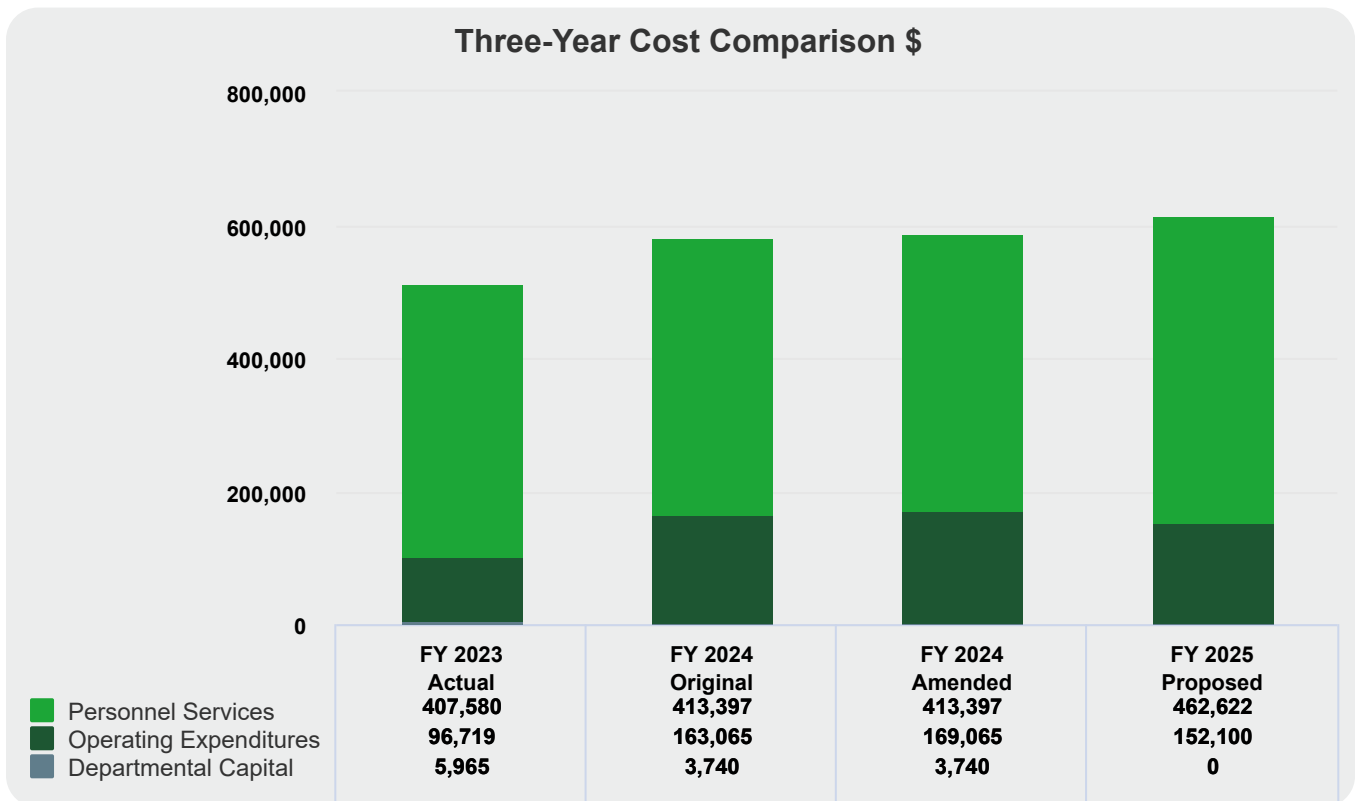
CITY CLERK (CONTINUED)

Position Listing

Position Summary						
Full Time (FT)/Other	FY 2023		FY 2024		FY 2025 Proposed	
	FT	Other	FT	Other	FT	Other
City Clerk	1	-	1	-	1	-
Assistant City Clerk	1	-	1	-	1	-
Senior Administrative Specialist	1	-	1	-	1	-
Administrative Specialist	1	0.36	1	0.5	1	0.5
Total	4	0.36	4	0.5	4	0.5
Full-Time Equivalent	4.0	0.36	4.0	0.4	4.0	0.4

PT29 Admin Specialist split with Human Resources for FY 2023.

Budget Summary



CITY CLERK

GL Number	\$	FY 2023	FY 2024		FY 2025		
		Actuals	Original Budget	Amended Budget As Of 6/30/2024	Proposed Budget	% Over/ (Under) FY 2024 Orig. Budget	\$ Over/ (Under) FY 2024 Orig. Budget
Wages							
001-120-512100-510-00000	SALARIES-REGULAR	265,146	270,031	270,031	307,849	14.01%	37,818
001-120-512200-510-00000	SALARIES-OTHER	18,886	16,920	16,920	16,341	-3.42%	(579)
001-120-514000-510-00000	SALARIES-OVERTIME	233	1,000	1,000	1,000	0.00%	-
001-120-515700-510-00000	SPECIAL PAY-CELL PHONE	840	840	840	840	0.00%	-
001-120-515800-510-00000	SPECIAL PAY-UNIFORMS*	-	500	500	750	50.00%	250
Total Wages		285,105	289,291	289,291	326,780	12.96%	37,489
Benefits							
001-120-521100-000-00000	BENEFITS-FICA	20,900	21,952	21,952	24,801	12.98%	2,849
001-120-521200-000-00000	BENEFITS-RETIREMENT	44,443	47,961	47,961	51,941	8.30%	3,980
001-120-521300-000-00000	BENEFITS-GROUP INSURANCE	56,595	54,013	54,013	58,896	9.04%	4,883
001-120-521400-000-00000	BENEFITS-WORKERS COMPENSATION	183	180	180	204	13.33%	24
001-120-522800-000-00000	OTHER PAYROLL COSTS	354	-	-	-	0.00%	-
Total Benefits		122,475	124,106	124,106	135,842	9.46%	11,736
Personnel Services		407,580	413,397	413,397	462,622	11.91%	49,225
Operating Expenditures							
001-120-531100-510-00000	PROFESSIONAL SERVICES*	32,089	82,000	82,000	53,500	-34.76%	(28,500)
001-120-531190-510-00000	PROFESSIONAL SERVICES-MISCELLANEOUS*	7,190	16,300	16,300	6,000	-63.19%	(10,300)
001-120-531340-510-00000	EXPENSE-ELECTION*	19,459	1,500	1,500	23,500	1466.67%	22,000
001-120-532401-510-00000	TRAVEL & PER DIEM*	1,859	4,000	4,000	1,500	-62.50%	(2,500)
001-120-532471-510-00000	PRINTING*	1,431	1,500	1,500	1,500	0.00%	-
001-120-532491-510-00000	EDUCATION & REGISTRATION*	825	1,200	1,200	1,750	45.83%	550
001-120-532492-510-00000	ADVERTISING*	8,602	13,000	13,000	8,000	-38.46%	(5,000)
001-120-532542-510-00000	DUES & MEMBERSHIPS*	1,150	1,565	1,565	850	-45.69%	(715)
001-120-534410-510-00000	MAINTENANCE-CONTRACTS*	15,368	27,000	33,000	38,500	42.59%	11,500
001-120-535110-510-00000	SUPPLIES-OFFICE	4,838	5,000	5,000	6,000	20.00%	1,000
001-120-535170-510-00000	POSTAGE	3,908	10,000	10,000	11,000	10.00%	1,000
Operating Expenditures		96,719	163,065	169,065	152,100	-6.72%	(10,965)
Departmental Capital							
001-120-564300-510-00000	EQUIPMENT & MACHINERY-COMPUTERS*	-	3,740	3,740	-	-100.00%	(3,740)
001-120-564320-510-00000	EQUIPMENT & MACHINERY-SOFTWARE PROGRAMS	5,965	-	-	-	0.00%	-
Departmental Capital		5,965	3,740	3,740	-	-100.00%	(3,740)
City Clerk Total		510,264	580,202	586,202	614,722	5.95%	34,520

* Related footnote on following page

CITY CLERK

City Clerk - Footnote Detail

Account Name	Footnote Detail	FY 2025 Proposed Budget
Special Pay-Uniforms	City Apparel for Admin Staff	750
	Total	750
Professional Services	Public Records Request Platform	12,000
	Live Streaming/Closed Captioning	28,000
	Full Moon Meeting recording	13,500
	Total	53,500
Professional Services-Miscellaneous	Passport Appointment System	700
	County Recording	1,500
	Miscellaneous	2,000
	Shred Documents	1,800
	Total	6,000
Expense-Election	2024 General Election	22,000
	Candidate Financial Reporting System	1,500
	Total	23,500
Travel & Per Diem	Florida Certified Professional Clerk Program	1,500
	Total	1,500
Printing	Envelopes	1,500
	Total	1,500
Education & Registration	Webinars	375
	FACC Conference	500
	Florida Certified Professional Clerk Certification	875
	Total	1,750
Advertising	Advertising - Misc	2,000
	Annual cost of Advertising on BC Website	6,000
	Total	8,000
Dues & Memberships	BCMCA Membership ⁽²⁾	200
	IIMC Membership	450
	FACC Membership ⁽²⁾	200
	Total	850
Maintenance-Contracts	CivicsPlus - Codification of the Code of Ordinances	8,500
	Photo Copy Maintenance	9,000
	CivicsPlus - Publication of Legal Notices	6,000
	Agenda Management - Municode Agenda Mgmt	10,000
	FTR Support	1,000
	FTR License	4,000
	Total	38,500

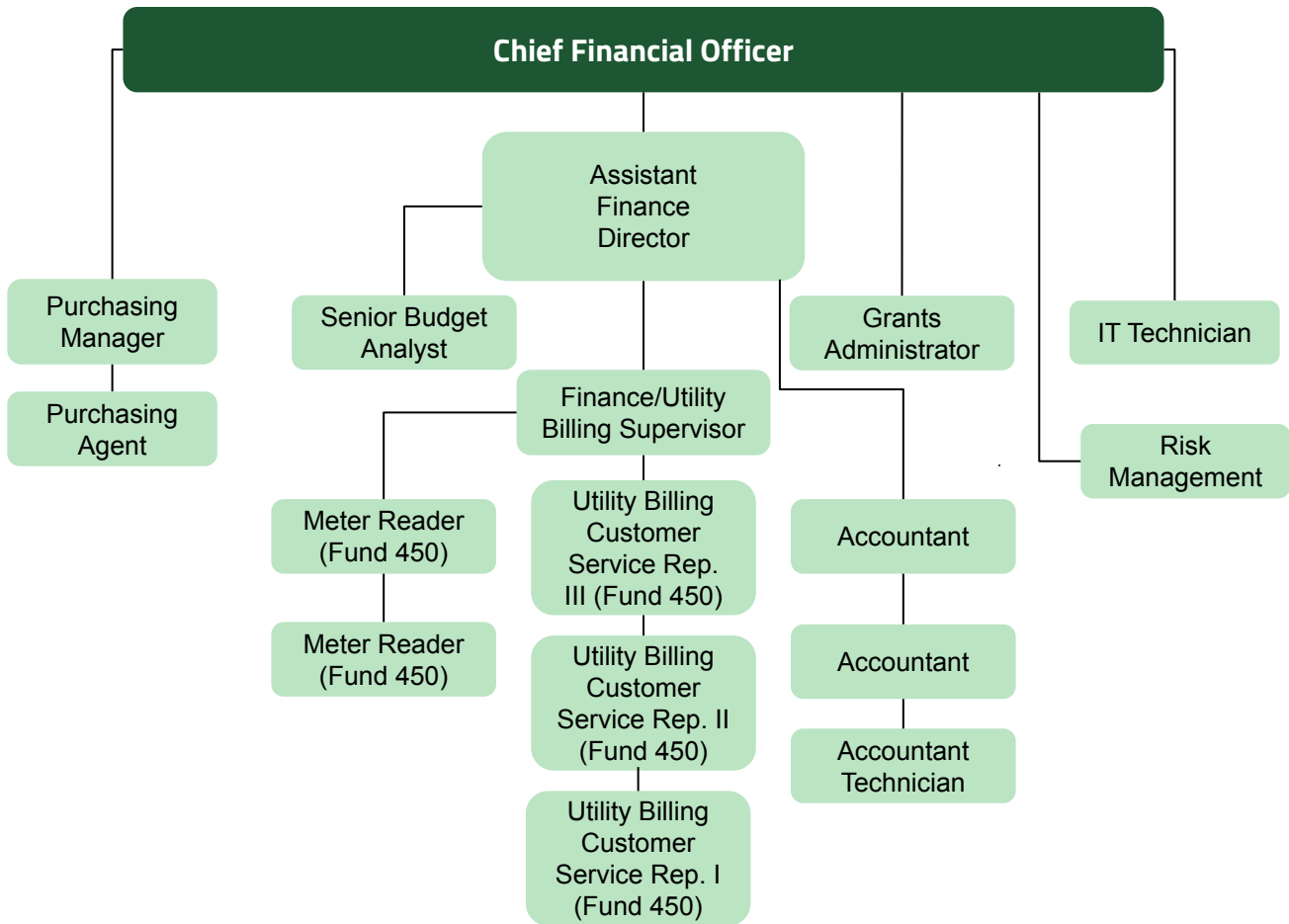
CITY CLERK

Position#	Job Title Description	Regular Pay Rate Description	Regular Pay Rate Amount	Amount FY 24 Annual wages	FY 24 COLA	Merit Increase	FY 25 COLA	FY 25 Total Wages
001-120-0001	City Clerk	Salary	\$3,993.65	\$103,834.90	\$0.00	\$3,049.62	\$3,322.72	\$110,207.24
001-120-0002	Assistant City Clerk	Hourly	\$38.04	\$79,118.00	\$0.00	\$580.92	\$2,531.78	\$82,230.70
001-120-0003	Senior Administrative Specialist	Hourly	\$29.40	\$61,152.00	\$0.00	\$1,883.15	\$1,956.86	\$64,992.01
001-120-0004	Administrative Specialist	Hourly	\$22.41	\$46,612.80	\$0.00	\$1,813.43	\$1,491.61	\$49,917.84
001-120-0005	Administrative Specialist	PT29	\$21.00	\$15,834.00	\$0.00	\$501.48	\$506.69	\$16,842.17
				\$306,551.70	\$-	\$7,828.60	\$9,809.66	\$324,189.96

FINANCE

Mission:

To facilitate financial sustainability by ensuring the integrity of the City’s financial records and budget process, and by providing the most responsive and cost-effective integrity-based purchasing operations. The Finance department also strives to provide quality technical support for current and evolving information technology processes for the benefit of the citizens, businesses, and employees of Cooper City.



FINANCE (CONTINUED)

FY 2024 Year to Date Accomplishments:

- > Formalize accounting manuals for all core functions within Finance
- > Reinstated use of the BS&A Fixed Asset Module
- > Fully revised the Fixed Asset Policy
- > Fully revised the Purchasing Policy
- > Partnered with Gravity to produce the FY 23 Annual Comprehensive Financial Report(ACFR)
- > Completed the FY 23 Annual Comprehensive Financial Report(ACFR) on time and 2.5 months earlier than prior year
- > Obtained the Annual Comprehensive Financial Report (ACFR) award.
- > Obtained the GFOA Budget Award.
- > Implemented Gravity CIP module to generate 5 year capital improvement plan
- > Updated the City's Investment plan
- > Reinvested City Funds into instruments which will produce at least an additional \$700,000 in interest income

Goals for FY 2025:

- > Obtain the Annual Comprehensive Financial Report (ACFR) award.
- > Obtain the GFOA Budget Award
- > Cross-train Finance Staff to improve coverage in all areas
- > Further strengthening the Finance Department through consistent training, knowledge transfer, and collaboration
- > Issue ACFR by March 31, 2025
- > Implement new procurement software to greatly streamline the procurement process
- > Implement a new document retention system to efficiently centralize all document storage & retrieval.

Performance Measures:

Performance Measure	Indicator	FY 2023 Results	FY 2024 YTD Results	FY 2025 Proposed
Produce effective budgets	Receive the Government Finance Officers Association (GFOA) Distinguished Budget Award annually	Achieved	Achieved	GFOA Award
Produce effective Annual Comprehensive Financial Reports	Receive the Government Finance Officers Association (GFOA) Certificate of Excellence in Financial Reporting award annually	Achieved	TBA	GFOA Award

FINANCE (CONTINUED)

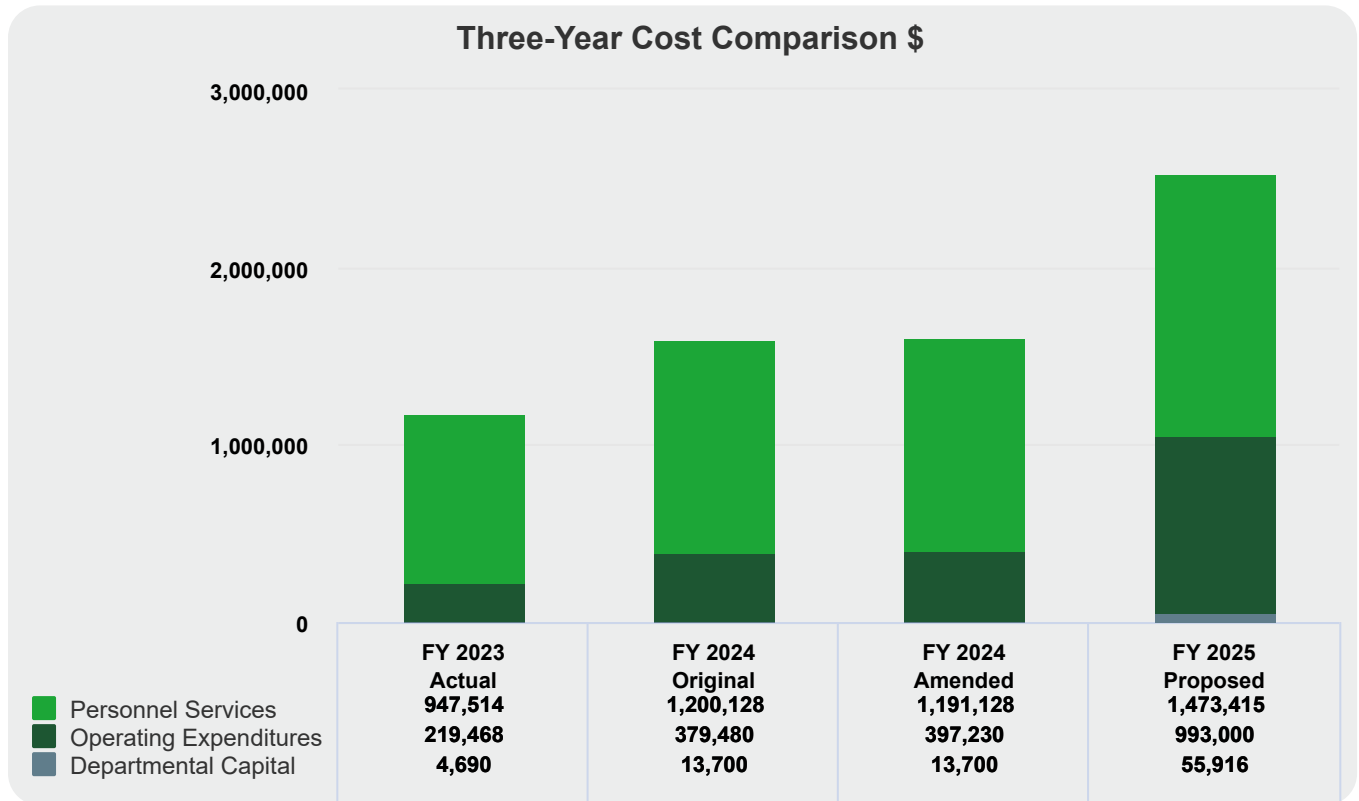
Position Listing

Position Summary						
Full Time (FT)/Other	FY 2023		FY 2024		FY 2025 Proposed	
	FT	Other	FT	Other	FT	Other
Finance Director	1	-	1	-	1	-
Asst. Finance Director	1	-	1	-	1	-
Finance/Utility Supervisor*	0.2	-	0.2	-	0.2	-
Accountant	2	-	2	-	2	-
Accounting Technician	1	-	1	-	1	-
Budget Analyst	1	-	1	-	1	-
Purchasing Manager	-	-	-	-	1	-
Purchasing Agent	1	-	1	-	1	-
Purchasing Assistant	1	-	1	-	-	-
Info Systems Manager	1	-	1	-	-	-
IT Tech	1	-	1	-	1	-
Grants Administrator	-	-	-	-	1	-
Total	10.2	-	10.2	-	10.2	-
Full-Time Equivalent	10.2	-	10.2	-	10.2	-

20% Finance, 80% Utilities Customer Service

FINANCE (CONTINUED)

Budget Summary



FINANCE (CONTINUED)

GL Number	\$	FY 2023	FY 2024		FY 2025		
		Actuals	Original Budget	Amended Budget As Of 6/30/2024	Proposed Budget	% Over/ (Under) FY 2024 Orig. Budget	\$ Over/ (Under) FY 2024 Orig. Budget
Wages							
001-130-512100-513-00000	SALARIES-REGULAR	662,271	814,836	805,836	1,036,222	27.17%	221,386
001-130-514000-513-00000	SALARIES-OVERTIME	5,584	4,000	4,000	5,000	25.00%	1,000
001-130-515700-513-00000	SPECIAL PAY-CELL PHONE	1,680	2,940	2,940	2,100	-28.57%	(840)
Total Wages		669,535	821,776	812,776	1,043,322	26.96%	221,546
Benefits							
001-130-521100-000-00000	BENEFITS-FICA	49,387	62,335	62,335	79,271	27.17%	16,936
001-130-521200-000-00000	BENEFITS-RETIREMENT	101,818	144,633	144,633	179,525	24.12%	34,892
001-130-521300-000-00000	BENEFITS-GROUP INSURANCE	125,715	170,873	170,873	170,646	-0.13%	(227)
001-130-521400-000-00000	BENEFITS-WORKERS COMPENSATION	436	511	511	651	27.40%	140
001-130-522800-000-00000	OTHER PAYROLL COSTS	623	-	-	-	0.00%	-
Total Benefits		277,979	378,352	378,352	430,093	13.68%	51,741
Personnel Services		947,514	1,200,128	1,191,128	1,473,415	22.77%	273,287
Operating Expenditures							
001-130-531100-513-00000	PROFESSIONAL SERVICES*	280	138,509	138,509	296,537	114.09%	158,028
001-130-531170-513-00000	PROFESSIONAL SERVICES-ACCOUNTING/AUDIT*	121,049	39,000	48,000	47,500	21.79%	8,500
001-130-531190-513-00000	PROFESSIONAL SERVICES-MISCELLANEOUS*	12,000	16,500	16,500	74,000	348.48%	57,500
001-130-531325-153-00000	FEES-REGULATORY*	4,162	-	-	-	0.00%	-
001-130-532401-513-00000	TRAVEL & PER DIEM*	1,450	13,800	13,800	13,800	0.00%	-
001-130-532402-513-00000	TRAVEL-LOCAL*	-	300	300	300	0.00%	-
001-130-532471-513-00000	PRINTING*	400	4,750	4,750	2,620	-44.84%	(2,130)
001-130-532491-513-00000	EDUCATION & REGISTRATION*	1,695	9,178	9,178	9,240	0.68%	62
001-130-532510-513-00000	INSURANCE-LIABILITY*	-	-	-	269,571	0.00%	269,571
001-130-532541-513-00000	BOOKS & PUBLICATIONS	-	600	600	600	0.00%	-
001-130-532542-513-00000	DUES & MEMBERSHIPS*	2,080	3,215	3,215	3,425	6.53%	210
001-130-534410-513-00000	MAINTENANCE-CONTRACTS	67,698	136,978	145,728	257,757	88.17%	120,779
001-130-535110-513-00000	SUPPLIES-OFFICE*	2,752	4,000	4,000	5,000	25.00%	1,000
001-130-535160-513-00000	SUPPLIES-DATA PROCESSING*	5,434	10,150	10,150	10,150	0.00%	-
001-130-535431-513-00000	SUPPLIES-MINOR EQUIPMENT (IT)	468	2,500	2,500	2,500	0.00%	-
Operating Expenditures		219,468	379,480	397,230	993,000	161.67%	613,520
Departmental Capital							
001-130-564300-513-00000	EQUIPMENT & MACHINERY-COMPUTERS*	4,690	11,600	11,600	13,916	19.97%	2,316
001-130-564320-513-00000	EQUIPMENT & MACHINERY-SOFTWARE PROGRAMS*	-	2,100	2,100	42,000	1900.00%	39,900
Departmental Capital		4,690	13,700	13,700	55,916	308.15%	42,216
Finance Total		1,171,672	1,593,308	1,602,058	2,522,331	58.31%	929,023

*Related footnote on following page

FINANCE (CONTINUED)

Finance- Footnote Detail

Account Name	Footnote Detail	FY 2025 Proposed Budget
Professional Services	Annual Internal Cybersecurity Pen Test	11,500
	Annual External Cybersecurity Pen Test	10,000
	IT Consultations	20,000
	Sharepoint Site	20,000
	VC3 IT Services - 4% annual increase	196,028
	Annual NIST/FCS Compliance Assessment	30,809
	Mimecast Email Gateway Security	8,200
Total		296,537
Professional Services-Accounting/ Audit	Independent Audit - Citrin Cooperman & Co.	47,500
	Total	47,500
Professional Services-Miscellaneous	OPEB Actuarial Valuation for GEPP & Managerial Pensions	5,000
	Cost Allocation Plan	15,000
	Fire Assessment Study - Munilytics	15,000
	Risk Management Consultant	39,000
Total		74,000
Travel & Per Diem	FLGISA (IT Conference)	2,500
	GFOA Annual Conference - 2 Attendees	7,000
	FGFOA Annual Conference - 4 Attendees	800
	Legal Aspects of Public Procurement (Purchasing Staff - 2)	150
	BS&A User Training - 2 Attendees	1,800
	FAPPO Annual Conference (Purchasing Staff - 2)	1,550
Total		13,800
Travel-Local	Mileage & Parking	300
	Total	300
Printing	Miscellaneous	1,000
	Envelopes	600
	Binder Tabs for Budget Books	500
	Business Cards	520
Total		2,620
Education & Registration	FLGISA	700
	FGFOA Annual Conference (4 Attendees)	1,400
	Legal Aspects of Public Procurement (Purchasing Staff - 2)	1,140
	BS&A User Training	900
	FAPPO Annual Conference - 2 Attendees	300
	CPPB Prep Course - Purchasing Staff ⁽²⁾	800
	SFGFOA Trainings	500
	NIGP Trainings	250
	IT Trainings	2,500
Misc. Trainings	750	
Total		9,240

FINANCE (CONTINUED)

Finance- Footnote Detail

Account Name	Footnote Detail	FY 2025 Proposed Budget
Insurance-Liability	Insurance Liability FMIT	256,101
	Fleet Flood - 10% increase	1,825
	P&T Flood - 10% increase	1,601
	City Hall Flood - 10% increase	4,387
	Community Center Flood - 10% increase	1,911
	Public Works Flood - 10% increase	1,392
	Fire Station Flood - 10% increase	1,104
	Police Dept Flood - 10% increase	1,250
	Total	269,571
Books & Publications	FASB/AICPA/GASB Updates	500
	Other Financial Subscriptions	100
	Total	600
Dues & Memberships	FGFOA (4 Memberships)	300
	GFOA (2 Memberships)	400
	NIGP (Local Dues)	95
	NIGP (Agency Dues)	195
	FLGISA (1 Membership)	300
	SFGFOA (2 Memberships)	50
	GFOA Budget Submission	550
	GFOA ACFR Submission	550
	Citywide Costco Card	120
	AICPA (1Membership)	295
	FICPA (1 Membership)	420
	GFOA Employment Ads	150
	Total	3,425

FINANCE (CONTINUED)

Finance- Footnote Detail

Account Name	Footnote Detail	FY 2025 Proposed Budget
Maintenance-Contracts	BS&A ERP System	22,656
	Toshiba Copier	3,000
	Splashtop Remote Control	1,000
	Faronics Deep Freeze (Loaner Laptop Security Software)	1,000
	GFI (Email Archiver)	2,000
	Total Uptime Cloud DNS	600
	Network Solutions Domain Name	100
	Digital SSL Certificate	2,500
	Optisigns Digital Signage	500
	Unitrends Backup & Recovery	20,000
	Unitrends Spanning - Office 365 SaaS Backup (ARPA Funded in FY24)	10,000
	Gravity ACFR & Budget Software - Added CIP & Report Automation for FY25	38,500
	Palo Alto Firewall (3 Year Contract))	20,000
	Endpoint Central Cloud	7,000
	Knowbe4 PhishER (3 Years Paid until FY25)	3,000
	Knowbe4 Security Training (3 Paid until FY25)	8,000
	OpenGov Procurement Software	40,301
	Microsoft Server Licenses	2,100
	Adobe Pro Licenses	500
	Record Management	75,000
	Total	257,757
Supplies-Data Processing	Miscellaneous Software	750
	Network Hardware Supplies	1,000
	Network Supplies	2,500
	PC Replacement Parts & Peripherals	1,200
	Stock Paper & Check Stock	2,700
	Toner & Ink Cartridges	2,000
	Total	10,150
Supplies-Minor Equipment (It)	Misc IT Equipment	1,000
	Network Enclosures	1,500
	Total	2,500
Equipment & Machinery-Computers	Second Round of the EOL Server Project	13,916
	Total	13,916
Equipment & Machinery-Software Programs	Server Software Upgrades as per VC ³	42,000
	Total	42,000

FINANCE (CONTINUED)

Position#	Job Title Description	Regular Pay Rate Description	Regular Pay Rate Amount	Amount FY 24 Annual wages	FY 24 COLA	Merit Increase	FY 25 COLA	FY 25 Total Wages
001-130-0001	Finance Director/CFO	Salary	\$6,730.76	\$174,999.76	\$0.00	\$2,684.93	\$5,599.99	\$183,284.68
001-130-0002	Assistant Finance Director	Salary	\$5,076.92	\$131,999.92	\$0.00	\$2,025.21	\$4,224.00	\$138,249.13
001-130-0003	Grants Administrator	Salary	\$4,807.69	\$124,999.99	\$0.00	\$0.00	\$0.00	\$124,999.99
001-130-0005	Purchasing Manager	Salary	\$4,615.38	\$119,999.88	\$0.00	\$0.00	\$0.00	\$119,999.88
001-130-0006	Senior Budget Analyst	Salary	\$3,365.38	\$87,499.88	\$0.00	\$1,342.47	\$2,800.00	\$91,642.35
001-130-0007	IT Technician	Hourly	\$37.87	\$78,769.60	\$0.00	\$3,098.99	\$2,520.63	\$84,389.22
001-130-0008	Accountant	Salary	\$2,692.31	\$69,999.98	\$0.00	\$345.21	\$2,240.00	\$72,585.19
001-130-0009	Accountant	Salary	\$2,572.59	\$66,887.34	\$0.00	\$0.00	\$0.00	\$66,887.34
001-130-0010	Purchasing Agent	Salary	\$3,461.54	\$89,999.99	\$0.00	\$0.00	\$0.00	\$89,999.99
001-130-0011	Accounting Technician	Hourly	\$27.57	\$41,574.35	\$0.00	\$751.75	\$1,330.38	\$43,656.48
450-940-0004	Utility Billing/ Accounting Supervisor	Salary	\$3,769.23	\$19,600.00	\$0.00	\$300.71	\$627.20	\$20,527.91
				\$1,006,330.69		\$10,549.26	\$19,342.20	\$1,036,222.15

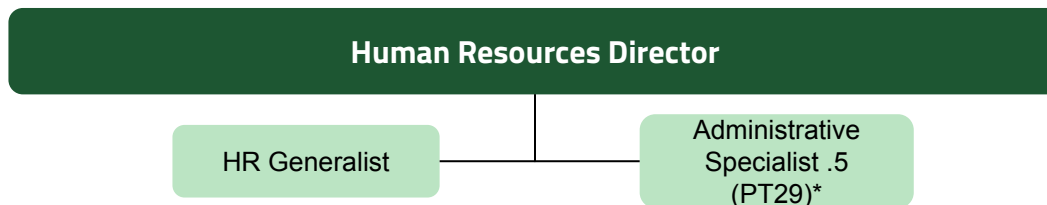
HUMAN RESOURCES

The Human Resources Department provides administrative, personnel and Risk Management services to all departments of the City, and acts as a conduit among employees and management.

The Human Resources Department is composed of two distinct functions; Human Resources and Risk Management. The Department is structured with a Human Resources Director and Risk Manager, who is assisted by a full-time Human Resources Programs Administrator and a part-time Administrative Specialist.

Mission:

Our mission is to foster a culture of excellence, inclusion, and empowerment within our organization by providing strategic HR support and innovative solutions. We are dedicated to attracting, developing, and retaining top talent, while promoting fairness, equity, and respect for all employees. Through collaboration, integrity, and continuous improvement, we strive to drive organizational success and employee satisfaction, ensuring a thriving and dynamic workplace for all. To protect the assets of the City through risk management.



FY 2024 Year to Date Accomplishments:

- > Drafted and implemented new Administrative Policies.
- > Retained Gehring Group as the Insurance Broker for the City.
- > Union Negotiations with the City Attorney's Office and GAME.
- > Actively participate in the Compensation and Classification Study.
- > Work with department heads and employees to recruit, hire and retain highly qualified and diverse staff.
- > Work on new-hires orientation, onboarding & offboarding procedures and draft the Human Resources Departmental Handbook.
- > Provide staff training to all employees, including specific supervisor training opportunities.

Goals for FY 2025:

- > The successful continued development of a Human Resources Department.
- > To successfully implement a labor agreement with GAME Union Employees.
- > Implement recommended changes and updates from the Compensation and Classification Study.
- > Continue to work on the update to the Personnel Policies Manual and the Administrative Policies.
- > Continue to hold City-Wide Training initiatives.
- > Continue to revamp and enhance the new-hires orientation process, onboarding & offboarding procedures and finalize the Human Resources Departmental Handbook.
- > Promote work-life balance, health challenges, and morale-boosting events for employees.

HUMAN RESOURCES (CONTINUED)

Performance Measures:

Performance Measure	Indicator	FY 2023 YTD Results	FY 2024 Target	FY 2025 Target
New Employees	Number of new hires processed	31	26	35
Job Postings	Number of job postings/applications received	25/1231	27/1337	32/1400

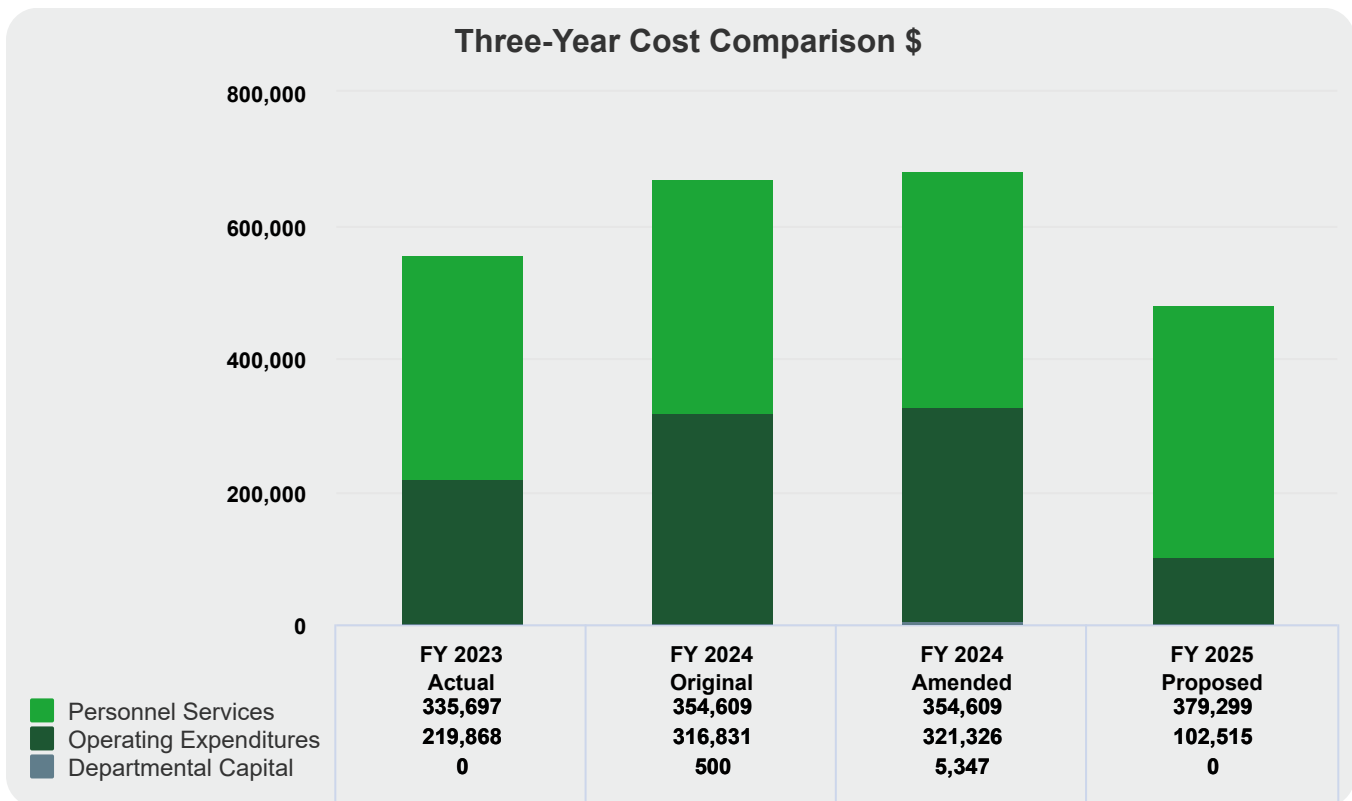
Position Listing

Position Summary						
Full Time (FT)/Other	FY 2023		FY 2024		FY 2025 Proposed	
	FT	Other	FT	Other	FT	Other
Human Resources Director	1	-	1	-	1	-
HR Generalist	1	-	1	-	1	-
Administrative Specialist	-	0.5	-	0.5	-	0.5
Total	2	-	2	-	2	0.5
Full-Time Equivalent	2.0	0.4	2.0	0.4	2.0	0.4

HR Programs Administrator changed to HR Generalist in FY 2025

PT29 Admin Specialist split evenly with City Clerk.

Budget Summary



HUMAN RESOURCES

GL Number	\$	FY 2023	FY 2024		FY 2025		
		Actuals	Original Budget	Amended Budget As Of 6/30/2024	Proposed Budget	% Over/ (Under) FY 2024 Orig. Budget	\$ Over/ (Under) FY 2024 Orig. Budget
Wages							
001-140-512100-513-00000	SALARIES-REGULAR	209,454	205,112	205,112	223,078	8.76%	17,966
001-140-512200-513-00000	SALARIES-OTHER	-	16,920	16,920	16,341	-3.42%	(579)
001-140-514000-513-00000	SALARIES-OVERTIME	12	200	200	-	-100.00%	(200)
001-140-515700-513-00000	SPECIAL PAY-CELL PHONE	-	840	840	840	0.00%	-
Total Wages		209,466	223,072	223,072	240,259	7.70%	17,187
Benefits							
001-140-521100-000-00000	BENEFITS-FICA	14,758	16,985	16,985	18,316	7.84%	1,331
001-140-521200-000-00000	BENEFITS-RETIREMENT	63,169	68,882	68,882	70,834	2.83%	1,952
001-140-521300-000-00000	BENEFITS-GROUP INSURANCE	47,901	45,532	45,532	49,741	9.24%	4,209
001-140-521400-000-00000	BENEFITS-WORKERS COMPENSATION	135	138	138	149	7.97%	11
001-140-522800-000-00000	OTHER PAYROLL COSTS	268	-	-	-	0.00%	-
Total Benefits		126,231	131,537	131,537	139,040	5.70%	7,503
Personnel Services		335,697	354,609	354,609	379,299	6.96%	24,690
Operating Expenditures							
001-140-531100-513-00000	PROFESSIONAL SERVICES*	19,434	5,465	5,465	5,500	0.64%	35
001-140-531190-513-00000	PROFESSIONAL SERVICES-MISCELLANEOUS*	9,023	25,000	25,000	35,000	40.00%	10,000
001-140-532401-513-00000	TRAVEL & PER DIEM*	1,021	4,000	4,000	4,500	12.50%	500
001-140-532471-513-00000	PRINTING*	-	1,500	1,500	1,500	0.00%	-
001-140-532481-513-00000	PUBLIC RELATIONS*	1,166	2,300	2,300	2,500	8.70%	200
001-140-532482-513-00000	ANNUAL EVENTS*	9,021	11,500	11,500	14,500	26.09%	3,000
001-140-532491-513-00000	EDUCATION & REGISTRATION	620	2,000	2,000	2,000	0.00%	-
001-140-532492-513-00000	ADVERTISING*	2,386	2,550	7,045	7,495	193.92%	4,945
001-140-532510-519-00000	INSURANCE-LIABILITY*	145,839	213,989	213,989	-	-100.00%	(213,989)
001-140-532515-545-00000	INSURANCE DEDUCTIBLES	2,387	4,000	4,000	-	-100.00%	(4,000)
001-140-532542-513-00000	DUES & MEMBERSHIPS*	854	1,527	1,527	1,420	-7.01%	(107)
001-140-534100-546-00000	REPAIRS-ACCIDENT & VANDALISM	25,257	40,000	40,000	25,000	-37.50%	(15,000)
001-140-534410-513-00000	MAINTENANCE-CONTRACTS*	-	1,500	1,500	1,600	6.67%	100
001-140-535110-513-00000	SUPPLIES-OFFICE	2,860	1,500	1,500	1,500	0.00%	-
Operating Expenditures		219,868	316,831	321,326	102,515	-67.64%	(214,316)
Departmental Capital							
001-140-564200-513-00000	EQUIPMENT & MACHINERY-FURNITURE & EQUIP	-	500	5,347	-	-100.00%	(500)
Departmental Capital		-	500	5,347	-	-100.00%	(500)
Human Resources Total		555,565	671,940	681,282	481,814	-28.30%	(190,126)

*Related footnote on following page

HUMAN RESOURCES

Human Resources- Footnote Detail

Account Name	Footnote Detail	FY 2025 Proposed Budget
Professional Services	ACA Tracking	500
	Misc. Consulting	5,000
	Total	5,500
Professional Services-Miscellaneous	FDLE Reports (Background Checks)	1,000
	Onboarding Physical & Drug Tests (For all of General Fund)	9,000
	In-House Training	10,000
	Employee Development Service Training	15,000
	Total	35,000
	HR & Educational Seminars (2 Attendees)	4,500
	Total	4,500
Printing	Personnel Manual	1,500
	Total	1,500
Public Relations	Public Works Employee of the Quarter/Year Awards	500
	Years of Service Awards	1,500
	Flowers/Get Well/Farewell/Sympathy	500
	Total	2,500
Annual Events	Employee Luncheon - July 4th	2,000
	Misc. - Events, Bring Child to Work, Birthdays, Farewells, Wellness, All Staff, Employee Apprec	6,000
	Employee Luncheon - Holiday	3,000
	Advisory Board Dinner - From Dept 180	1,500
	Employee Luncheon - Halloween	2,000
	Total	14,500
Advertising	Subscription to Government Jobs.Com	2,000
	Employment Ads - GFOA, NIGP, FSAWWA	1,000
	Annual APWA Job Posting Package	4,495
	Total	7,495
Dues & Memberships	PSHRA (2 Memberships)	420
	FLPHRA	400
	SHRM - (2 Memberships)	600
	Total	1,420
Maintenance-Contracts	Syntrio Lighthouse - Compliance Hotline	1,600
	Total	1,600

HUMAN RESOURCES

Position#	Job Title Description	Regular Pay Rate Description	Regular Pay Rate Amount	Amount FY 24 Annual wages	FY 24 COLA	Merit Increase	FY 25 COLA	FY 25 Total Wages
001-120-0005	Administrative Specialist	PT29	\$21.00	\$15,834.00	\$0.00	\$501.48	\$506.69	\$16,842.17
001-140-0001	Human Resources Director	Salary	\$5,000.00	\$130,000.00	\$0.00	\$0.00	\$0.00	\$130,000.00
001-140-0002	Human Resources Programs Administrator	Salary	\$3,435.65	\$89,326.90	\$0.00	\$391.57	\$2,858.46	\$92,576.93
				\$235,160.90		\$893.05	\$3,365.15	\$239,419.10

LEGAL

MISSION:

To provide timely, efficient, and cost-effective legal services and representation to the City of Cooper City.

FY 2024 Year To Date Accomplishments:

- > Coordinated with the City's professional staff and consultants, and drafted ordinance to implement new commission districts pursuant to the City Charter.
- > Coordinated with the City's professional staff to administer American Rescue Plan Act funding and assist with COVID relief options.
- > Coordinated with City Staff and BSO to review and enhance the City's code enforcement procedures and represent the City at hearings before the City's special magistrate.

Lead collective bargaining and coordinated with City Staff regarding negotiation of collective bargaining agreement with GAME union.

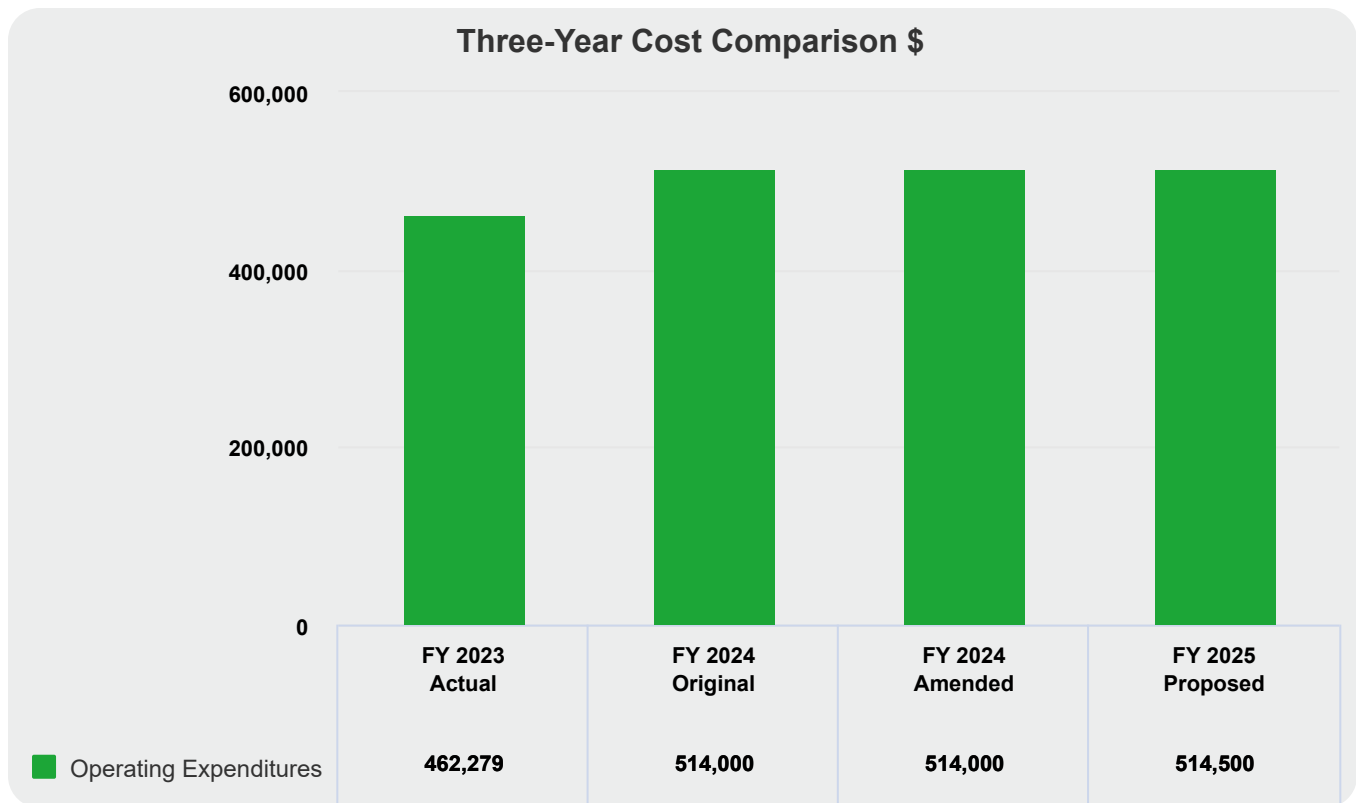
- > Advised the City on matters related to the City's annual fire assessment and coordinated with staff to ensure compliance with the statutory assessment requirements.
- > Advised the City on matters related to candidate qualifying and other issues associated with the November 2022 general municipal election.
- > Represented the City in seeking a declaratory judgment related the qualifications of a candidate for City Commission.
- > Coordinated with City Staff and BSO to address traffic issues associated with Renaissance Charter School and Franklin Academy Charter School.
- > Coordinated with special counsel regarding the City's litigation against BSO related to pension funding matters.
- > Revised the City Code as it relates to bulk trash pick-up in Royal Palm Ranches.
- > Attended and Represented the City's professional staff during interviews with the Broward County Office of the Inspector General.
- > Coordinated with the City's Community Development Department and Commission on matters related to the Nur Ul-Islam development.
- > Drafted ordinance to regulate excessive feeding of animals in the City.
- > Drafted a comprehensive ordinance regulating vacation rentals in accordance with state law.
- > Drafted land use ordinances and resolutions related to pending development applications.
- > Represented and defended the City in foreclosure litigation related to code liens.
- > Coordinated with City Staff to update the City's Personnel Policy Manual.
- > Advised the City Commission and City's professional staff on recent legislative changes and legislative impacts on City operations.
- > Advised the City's Finance Department on utility billing procedures and the imposition and collection of late fees for delinquent utility accounts.
- > Revised and updated the City Commission's administrative procedures resolution.
- > Provided legal advice to the City on various human resources, labor and personnel matters.
- > Provided legal advice to the City Commission and City staff related to ethics matters and compliance with the Broward County Code of Ethics for Elected Officials and Ch. 112, F.S.
- > Provided training to the City's advisory boards regarding the Sunshine Law, the Florida Public Records Act, and public service ethics.

LEGAL (CONTINUED)

Goals For FY 2025:

- > To work closely and effectively with the City Commission, City Manager, and City staff to continue to develop a proactive legal approach to lessen risk and litigation exposure. The City Attorney's Office will accomplish this by delivering quality, professional legal services that achieve total client satisfaction.
- > Advise and assist the Mayor, the City Commission, the City Manager, and the City staff on legal matters in order to best protect the interests of the City and to ensure compliance with all applicable City, State and Federal laws.
- > Assist the City, as needed, in the attainment of the objectives of the City and all departments thereof.
- > Update and amend the City's Code of Ordinances to adapt to the needs of the City and to eliminate outdated and/or inconsistent provisions.
- > Increase revenue and/or cost savings opportunities through the implementation of aggressive strategies; compliance monitoring; fine and forfeiture procedures; the initiation and prosecution of litigation by the City; and aggressive contract negotiations with City vendors, suppliers, and consultants.

Budget Summary



LEGAL (CONTINUED)

GL Number	\$	FY 2023	FY 2024		FY 2025		
		Actuals	Original Budget	Amended Budget As Of 6/30/2024	Proposed Budget	% Over/ (Under) FY 2024 Orig. Budget	\$ Over/ (Under) FY 2024 Orig. Budget
Operating Expenditures							
001-150-531140-514-00000	PROFESSIONAL SERVICES-ATTORNEY*	351,197	400,000	400,000	400,000	0.00%	-
001-150-531159-514-00000	PROFESSIONAL SERVICES-OTHER LEGAL EXP*	105,101	108,000	108,000	108,000	0.00%	-
001-150-532472-514-00000	PRINTING-CODE SUPPLEMENT	5,981	6,000	6,000	6,500	8.33%	500
Operating Expenditures		462,279	514,000	514,000	514,500	0.10%	500
Legal Total		462,279	514,000	514,000	514,500	0.10%	500

LEGAL (CONTINUED)**Legal- Footnote Detail**

Account Name	Footnote Detail	FY 2025 Proposed Budget
Professional Services-Attorney	Professional Services-City Attorney	400,000
	Total	400,000
Professional Services-Other Legal Exp	Klausner (BSO)	60,000
	Ron Book	48,000
	Total	108,000

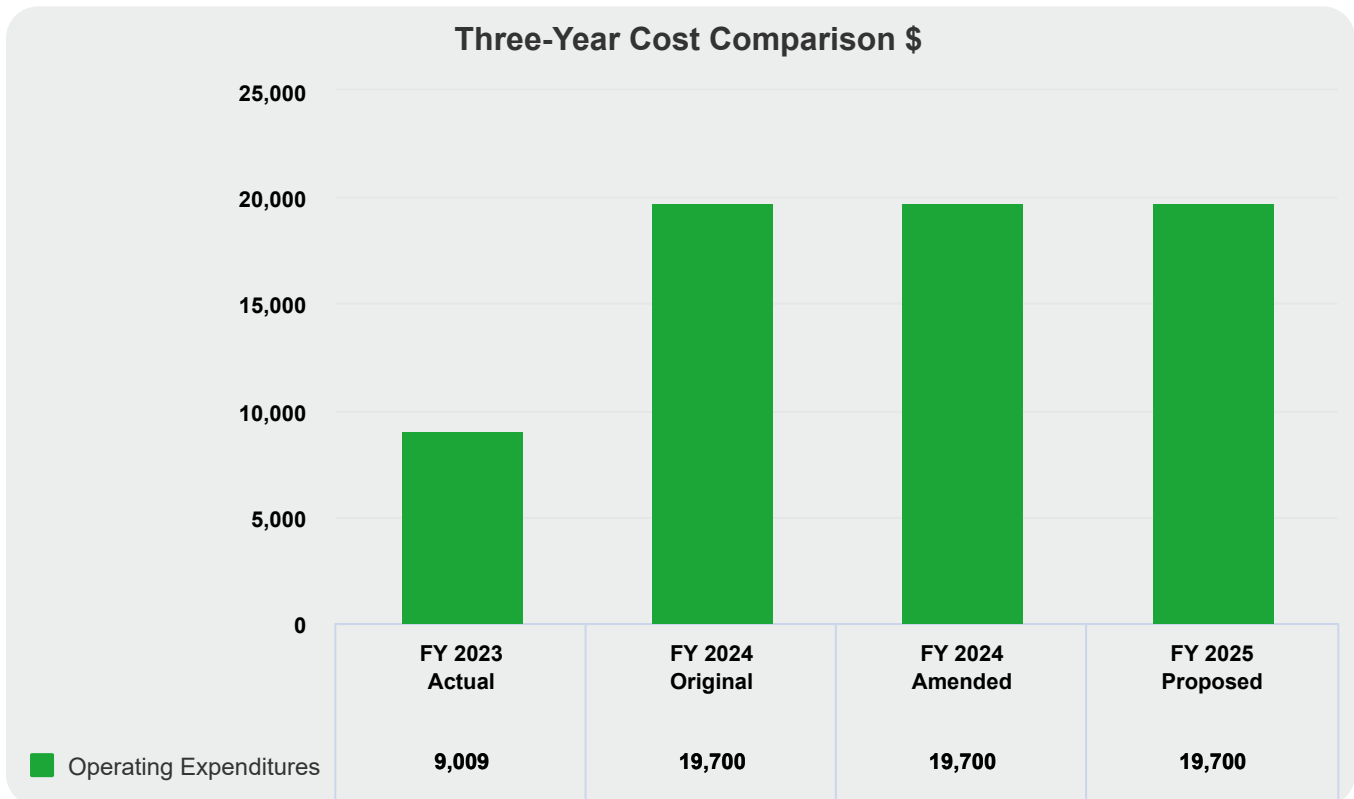
BOARDS & COMMITTEES

Mission:

The advisory boards and committees are bodies that provide non-binding strategic advice to the Commission. Advisory board members are appointed by the City Commission. The advisory boards in the City of Cooper City are comprised of the following boards:

- > Business Advisory Board
- > Education Advisory Board
- > Firefighters Pension Plan Board of Trustees
- > General Employees' Pension Plan Board
- > Green Advisory Board
- > Management Pension Plan Board of Trustees
- > Planning and Zoning Board
- > Police Officers Pension Fund Board of Trustees
- > Senior Citizen Advisory Board
- > Recreation Advisory Board
- > Royal Palm Ranches Preservation Board

Budget Summary



BOARDS & COMMITTEES

GL Number	\$	FY 2023	FY 2024		FY 2025		
		Actuals	Original Budget	Amended Budget As Of 6/30/2024	Proposed Budget	% Over/ (Under) FY 2024 Orig. Budget	\$ Over/ (Under) FY 2024 Orig. Budget
Operating Expenditures							
001-180-532482-519-00000	ANNUAL EVENTS*	390	-	-	-	0.00%	-
001-180-537100-519-00000	BOARD-BUSINESS ADVISORY*	1,182	5,500	5,500	5,500	0.00%	-
001-180-537150-519-00000	BOARD-EDUCATION ADVISORY*	957	4,000	4,000	4,000	0.00%	-
001-180-537175-519-00000	BOARD-GREEN ADVISORY*	1,497	2,500	2,500	2,500	0.00%	-
001-180-537250-519-00000	BOARD-SENIOR CITIZEN ADVISORY*	4,983	7,700	7,700	7,700	0.00%	-
Operating Expenditures		9,009	19,700	19,700	19,700	0.00%	-
Boards & Committees (Continued) Total		9,009	19,700	19,700	19,700	0.00%	-

*Related footnote on following page

BOARDS & COMMITTEES

Boards & Committees (Continued)- Footnote Detail

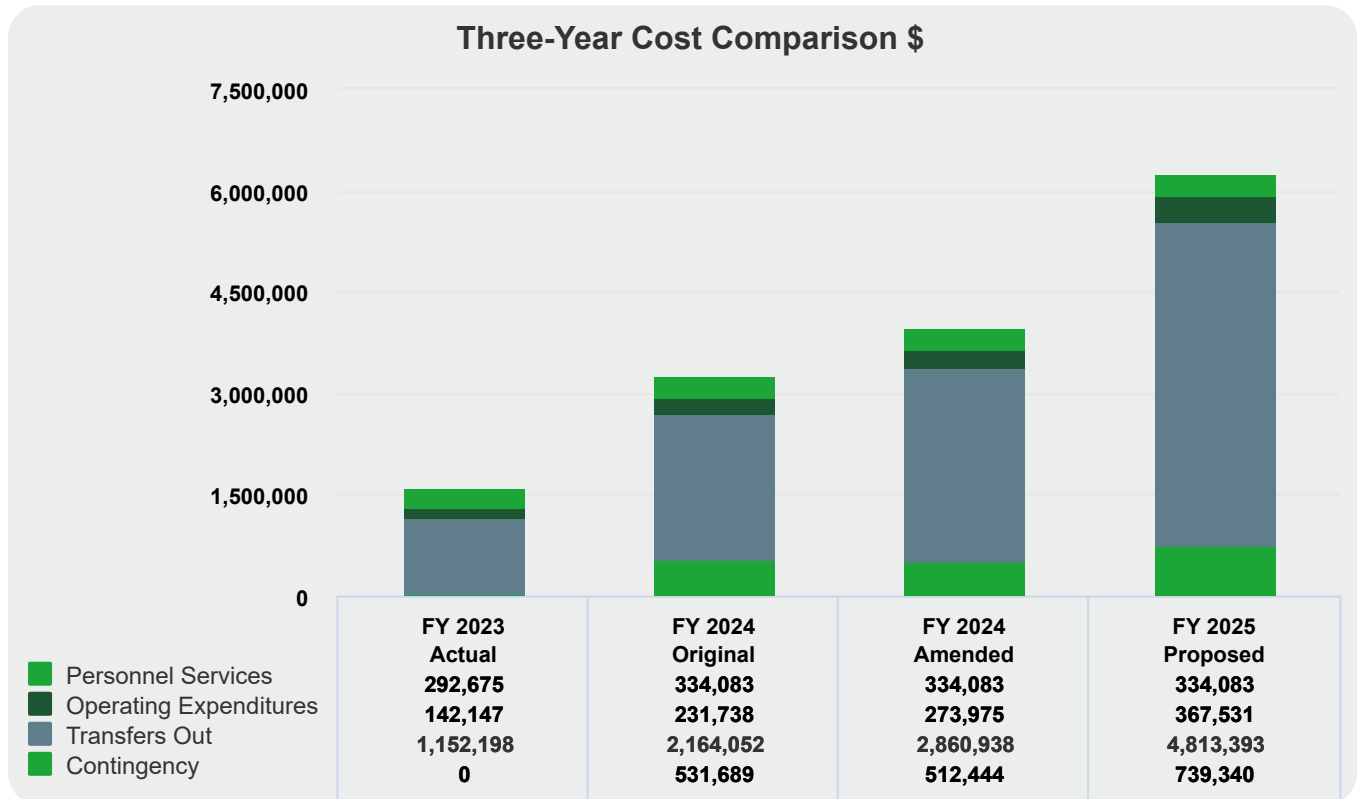
Account Name	Footnote Detail	FY 2025 Proposed Budget
Board-Business Advisory	BAB Branding/Marketing Supplies	1,000
	Networking Events	1,000
	Business Expo Mailer - From Non-Departmental	3,500
	Total	5,500
Board-Education Advisory	EAB Branding	525
	Teacher Appreciation Lunch - 7 Schools @425 each	2,975
	Candidate Forum	500
	Total	4,000
Board-Green Advisory	Iguana Traps	100
	Items for Light Up CC/Senior Expo	100
	Items for Founder's Day/Water Matters Day	150
	Miscellaneous Expense	1,000
	Plants, mulch, plant labels	150
	Promotional items/display for Tree Care Workshop	200
	Educational Signs for City Parks	800
	Total	2,500
Board-Senior Citizen Advisory	Senior Expo Mailers	4,500
	Senior Expo	3,200
	Total	7,700

NON-DEPARTMENTAL

Mission:

To provide a financial framework for consolidating Citywide charges such as, insurance, utilities, employee events, retiree payments, and transfers to other funds.

Budget Summary



NON-DEPARTMENTAL

GL Number	\$	FY 2023	FY 2024		FY 2025		
		Actuals	Original Budget	Amended Budget As Of 6/30/2024	Proposed Budget	% Over/ (Under) FY 2024 Orig. Budget	\$ Over/ (Under) FY 2024 Orig. Budget
Benefits							
001-190-521201-000-00000	BENEFITS-RETIREMENT (RETIREEES)	23,342	30,000	30,000	30,000	0.00%	-
001-190-521300-000-00000	BENEFITS-GROUP INSURANCE	-	2,883	2,883	2,883	0.00%	-
001-190-521301-000-00000	BENEFITS-GROUP INSURANCE (RETIREEES)	270,184	300,000	300,000	300,000	0.00%	-
001-190-521500-000-00000	BENEFITS-UNEMPLOYMENT COMPENSATION*	(851)	1,200	1,200	1,200	0.00%	-
Total Benefits		292,675	334,083	334,083	334,083	0.00%	-
Personnel Services		292,675	334,083	334,083	334,083	0.00%	-
Operating Expenditures							
001-190-531100-519-00000	PROFESSIONAL SERVICES*	-	9,600	9,600	9,600	0.00%	-
001-190-531190-519-00000	PROFESSIONAL SERVICES-MISCELLANEOUS	13,205	10,104	10,104	11,654	15.34%	1,550
001-190-532405-519-00000	TRAVEL - TOLLS*	60	-	-	600	0.00%	600
001-190-532481-519-00000	PUBLIC RELATIONS	179	-	-	-	0.00%	-
001-190-532492-519-00000	ADVERTISING	2,727	2,700	2,700	2,700	0.00%	-
001-190-532542-519-00000	DUES & MEMBERSHIPS	-	500	500	500	0.00%	-
001-190-533411-519-00000	UTILITIES-TELEPHONE, INTERNET, CABLE*	77,509	91,420	91,420	93,000	1.73%	1,580
001-190-533431-519-00000	UTILITIES-ELECTRICITY*	23,974	23,669	23,669	26,000	9.85%	2,331
001-190-533432-519-00000	UTILITIES-WATER & SEWER	5,041	5,200	5,200	4,500	-13.46%	(700)
001-190-533434-519-00000	UTILITIES-SANITATION	-	-	42,237	42,237	0.00%	42,237
001-190-534410-519-00000	MAINTENANCE-CONTRACTS*	7,477	54,900	54,900	60,020	9.33%	5,120
001-190-535110-519-00000	SUPPLIES-OFFICE	199	350	350	350	0.00%	-
001-190-535170-519-00000	POSTAGE*	11,776	20,729	20,729	12,804	-38.23%	(7,925)
001-190-535185-519-00000	SUPPLIES-SPECIAL*	-	12,566	12,566	3,566	-71.62%	(9,000)
001-190-536601-536-STAR5	PROGRAM EXPENSE	-	-	-	100,000	0.00%	100,000
Operating Expenditures		142,147	231,738	273,975	367,531	58.60%	135,793
Transfers Out							
001-190-593103-581-00000	GENERAL GOV'T TRANSFER TO ROAD & BRIDGE	351,707	688,114	688,114	584,163	-15.11%	(103,951)
001-190-593300-581-00000	GENERAL GOV'T TRANSFER TO CAPITAL PROJ	800,491	1,475,938	2,172,824	4,229,230	186.55%	2,753,292
Transfers Out		1,152,198	2,164,052	2,860,938	4,813,393	122.43%	2,649,341
Contingency							
001-190-599000-519-00000	CONTINGENCY*	-	531,689	512,444	350,000	-34.17%	(181,689)
001-190-599001-519-00000	CONTINGENCY - GRANT MATCHING	-	-	-	389,340	0.00%	389,340
Contingency		-	531,689	512,444	739,340	39.05%	207,651
Non-Departmental Total		1,587,020	3,261,562	3,981,440	6,254,347	91.76%	2,992,785

*Related footnote on following page

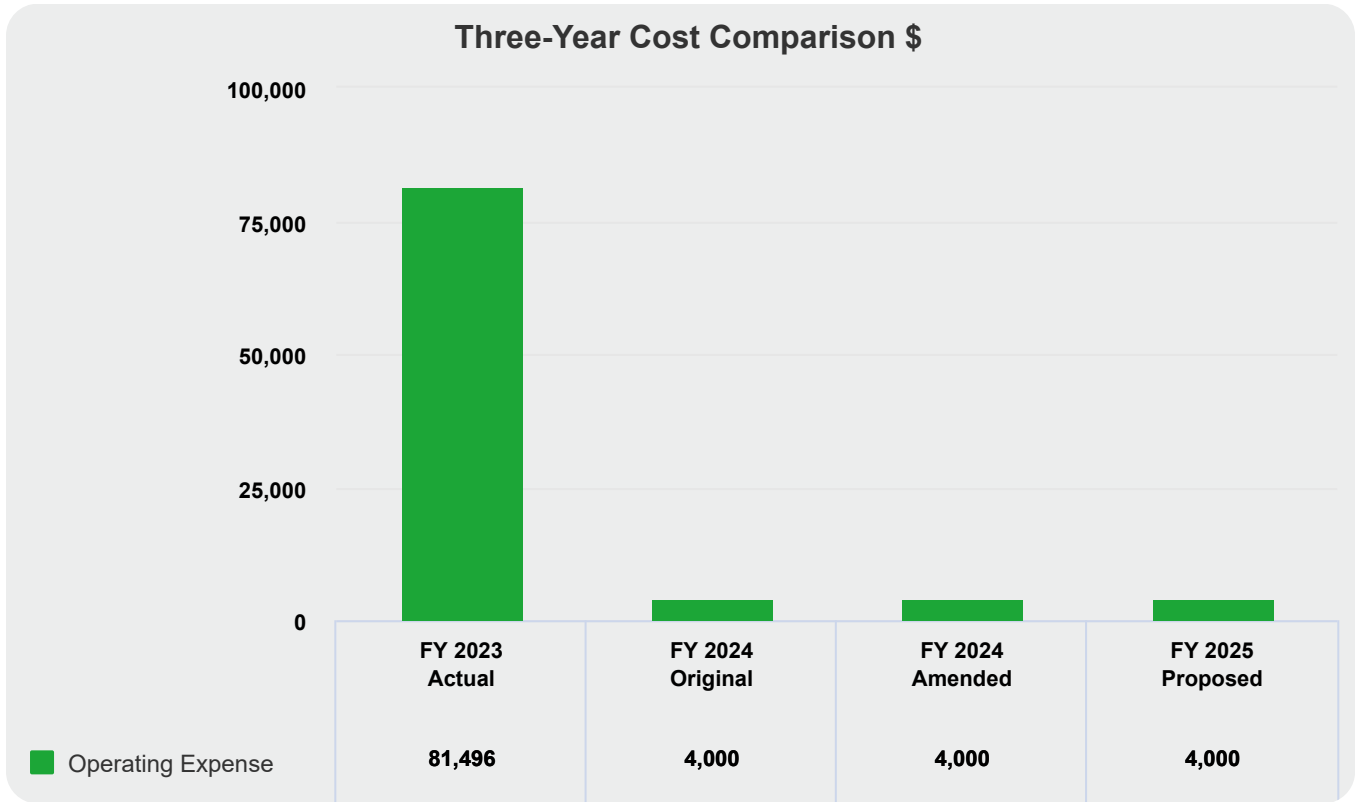
NON-DEPARTMENTAL

Non-Departmental- Footnote Detail

Account Name	Footnote Detail	FY 2025 Proposed Budget
Professional Services	Professional Services Trainee	9,600
	Total	9,600
Professional Services-Miscellaneous	Janitorial Services - 10% increase	10,454
	Vehicle Cleaning	600
	Dry Cleaning	600
	Total	11,654
Travel - Tolls	Sun Pass - City Wide	600
	Total	600
Advertising	Plantation Sports Directory full page ad (3 ads per year)	2,700
	Total	2,700
Dues & Memberships	Prime Membership - Consolidated here beginning FY24	500
	Total	500
Utilities-Telephone, Internet, Cable	AT&T Business Fiber, Internet, U-Verse, & Data Lines	9,000
	Comcast VoIP & Internet	39,000
	Satellite Phones - Citywide (Bex)	4,000
	Verizon (Data on tablet, hotspots)	20,000
	Ring Central (VoIP)	21,000
	Total	93,000
Utilities-Sanitation	Pro Rata Share-Solid Waste Disposal & Recyclable Materials Processing Authority of Broward County	42,237
	Total	42,237
Maintenance-Contracts	ADP - Benefits Optimization	3,000
	Zoom Webinar	5,000
	ADP - Year End Tax Reporting, W-2's	1,500
	ADP - Payroll & HR Modules - Budgeting for 10% increase	47,520
	ADP - Evaluations Module	3,000
	Total	60,020
Postage	Monthly Lease payment for postage machine	2,454
	USPS Marketing Mail Renewal Permit 246	350
	Total	2,804
Supplies-Special	City Coins	566
	Janitorial Supplies	3,000
	Total	3,566

DEBT SERVICE

Budget Summary



DEBT SERVICE

GL Number	\$	FY 2023	FY 2024		FY 2025		
		Actuals	Original Budget	Amended Budget As Of 6/30/2024	Proposed Budget	% Over/ (Under) FY 2024 Orig. Budget	\$ Over/ (Under) FY 2024 Orig. Budget
Debt Service							
001-200-571000-517-00000	PRINCIPAL - LINE OF CREDIT	40,824	4,000	4,000	4,000	0.00%	-
001-200-572000-517-00000	INTEREST - LINE OF CREDIT	3,637	-	-	-	0.00%	-
001-200-573100-517-00000	OTHER DEBT SERVICE COSTS	37,035	-	-	-	0.00%	-
Debt Service		81,496	4,000	4,000	4,000	0.00%	-
Debt Service Total		81,496	4,000	4,000	4,000	0.00%	-

COMMUNITY DEVELOPMENT

Mission:

The Community Development Department’s mission remains to guide and facilitate the development of, and investments in Cooper City by providing effective measures in City planning, zoning, building permitting/inspections, economic development and the issuance of local business tax receipts. Our focus is to continually provide exceptional customer service and create a balanced and sustainable community that will enhance the overall quality of life for our residents, business owners and visitors.



* Positions funded by the Building Inspection Services Fund.

** Positions equally funded by the Building Inspection Services Fund and the General Fund.

(1) One Administrative Specialist is funded in a 40/60 split between the General Fund and the Building Inspection Services Fund.

COMMUNITY DEVELOPMENT (CONTINUED)

FY 2024 Year to Date Accomplishments:

- > Maintained the highest level of customer service for residents, business owners, and contractors, while continuing to navigate every stage of the ongoing pandemic as well as changes to our organizational infrastructure.
- > Maintained our FEMA/ISO CRS Rating at a Class 6 by publishing the Flood Preparedness outreach communication and performing additional actions under FEMA's Community Rating System (CRS) Program. This favorable rating saves our residents and businesses who are required to carry flood insurance a 5% reduction to their premiums.
- > Successfully brought 8 City Code change recommendations beneficial to the enhancement of residential and commercial occupancy while maintaining a stable economic infrastructure for the betterment of the city at-large, through the City Commission.
- > Promoted and actively participated in the 49th Year CDBG Minor Home Repair Program and the Purchase Assistance Program.
- > Serviced the construction and land development community at the highest level of proficiency with the delivery of expeditious plan review and inspection.
- > Elevated our active Business Community by exposure and assisted our stakeholders in the recruitment of qualified, employable candidates with the launch and execution of our second annual Business Expo and Job Fair.
- > Streamlined Local Business Tax Receipt processes for Additional Business Line Commercial Applications, Add a Professional Commercial Applications and Home Business Applications to a 1-day or "While-you-Wait" issuance process.
- > Our entire management/upper level team earned or maintained full credentials in FEMA Emergency Management – all certified as MSB liaisons with full access to Broward County WEBEOC.
- > Reviewed and processed land development petitions through the City Commission according to prescribed timeframes.
- > Effectively managed and employed the Development Review Process through coordination of the Development Review Committee (DRC), the Planning & Zoning Board, the presentation of Land Development Items to the City Commission, and finally through permits, reviews and inspections.
- > Maintained an Excellent ISO (Insurance Survey Organization) rating through May 2024.
- > Issued permits representing \$51.2 million of construction costs through May 2024.
- > Managed the Short-term Rental online permit registration software permitting and inspection of all Short-Term Rentals in the City.

Goals for FY 2025:

- > Implement the newly acquired Accela Electronic permitting software and E-Permit Hub Digital Plan review system.
- > Complete the digital scanning of all documents related to permits and growth management.
- > To maintain Cooper City's FEMA/ISO CRS Rating at a Class 6 by publishing the Flood Preparedness outreach communication and performing additional actions crucial to maintaining Cooper City's Class 6 Rating under FEMA's Community Rating System (CRS) Program. This favorable rating saves our residents and businesses who are required to carry flood insurance a 5% reduction to their premiums.
- > Complete the 50th Year CDBG application for implementation of Minor Home Repair Program as well as the Purchase Assistance Program.
- > Effectively manage and employ the Development Review Process through coordination of the Development Review Committee (DRC), the Planning & Zoning Board, the presentation of Land Development Items to the City Commission, and finally through permits, reviews and inspections.
- > Continue the successful execution of planning processes, providing technical assistance to customers with respect to Administrative Plan Reviews; Local Business Tax Receipts; Alcoholic Beverage License Reviews; Records Requests; etc.
- > Maintain an Excellent ISO (Insurance Survey Organization) rating through May 2025.

COMMUNITY DEVELOPMENT (CONTINUED)

- > Continue to enhance and improve our end user experience by efficient, time-saving measures for permit submittals, while maintaining the integrity of our acceptance process for the safety and welfare of our residential and commercial occupants.
- > Support our local businesses with the assistance of the Business Advisory Board and other local business advocacy organizations and projects.

Performance Measures:

Performance Measure	Indicator	FY 2023 Results	FY 2024 YTD Results	FY 2025 Target
Achieve improved Class 6 Rating in FEMA's CRS Program	Written determination of achievement of Class 6 Rating in FEMA's CRS Program from FEMA	Achieved Class 6 Rating	Achieved Class 6 Rating	Maintain Class 6 Rating
Review Codes for potential changes/clarifications through the City Commission. Average of 2 per month	Record results from City Commission Agendas/Minutes	13	8	12
Process land development petitions through the City Commission within the prescribed timeline (Unadvertised petitions = 4 months or less Advertised petitions = 7 months or less)	Record results from City Commission Agendas/Minutes and petition logs	Met 4 month & 7 month timelines	Met 4 month & 7 month timelines	Meet 4 month & 7 month timelines
Permits applied, reviewed, & issued: -Small permits - fences, window & door replacements, driveways, shutters, reroofs, screen rooms, etc. -Large permits - tenant improvements, new commercial bldgs., residential room additions, new single family residence, swimming pools, etc.	Small permits: 7-10 business days Large permits: 10-15 business days -Obtained through ERP System report	Met small & large permit timelines	Met small & large permit timelines	Meet small & large permit timelines
Building inspections performed	100% Completion Daily	100%	100%	100%
Local Business Tax Receipt (LBTR) Licensing reviews, issues & updates	Review or issue: 2-4 weeks, barring commercial buildouts and permit finalization.	Met LBTR timeline	Met LBTR timeline	Meet LBTR timeline

COMMUNITY DEVELOPMENT (CONTINUED)

Position Listing

Position Summary						
Full Time (FT)/Other	FY 2023		FY 2024		FY 2025 Proposed	
	FT	Other	FT	Other	FT	Other
Community Development Director**	1	-	1	-	1	-
Assistant Community Development Director**	1	-	1	-	1	-
Administrative Coordinator*	1	-	1	-	1	-
Planner	1	-	1	-	1	-
Senior Administrative Specialist ⁽¹⁾	1	-	1	-	2	-
Administrative Specialist*	3	-	3	-	2	-
IT Specialist*	-	-	1	-	1	-
Building Official (PT)*	-	1	-	1	-	1
Chief Structural Inspector*	1	-	1	-	-	-
Assistant Building Official/Chief Structural Inspector*	-	-	-	-	1	-
Structural Inspector/Plans Examiner*	1	-	1	-	1	-
Chief Electrical Inspector (PT)*	-	1	-	1	-	1
Assistant Building Official/Chief Plumbing /Mechanical Inspector (PT)*	-	1	-	1	-	-
Chief Mechanical Inspector (PT)*	-	-	-	-	-	1
Assistant Building Official/Structural Inspector/Plans Examiner (PT)*	-	1	-	1	-	-
Structural Inspector/Plans Examiner*	-	-	-	-	-	1
Structural Inspector (On-Call)*	-	1	-	1	-	1
Electrical Inspector (On-Call)*	-	1	-	1	-	1
Mechanical Inspector (On-Call)*	-	1	-	1	-	1
Plumbing Inspector (On-Call)*	-	2	-	2	-	1
Total	9	8	11	8	11	8
Full-Time Equivalent	9.0	1.5	11.0	1.5	11.0	1.8

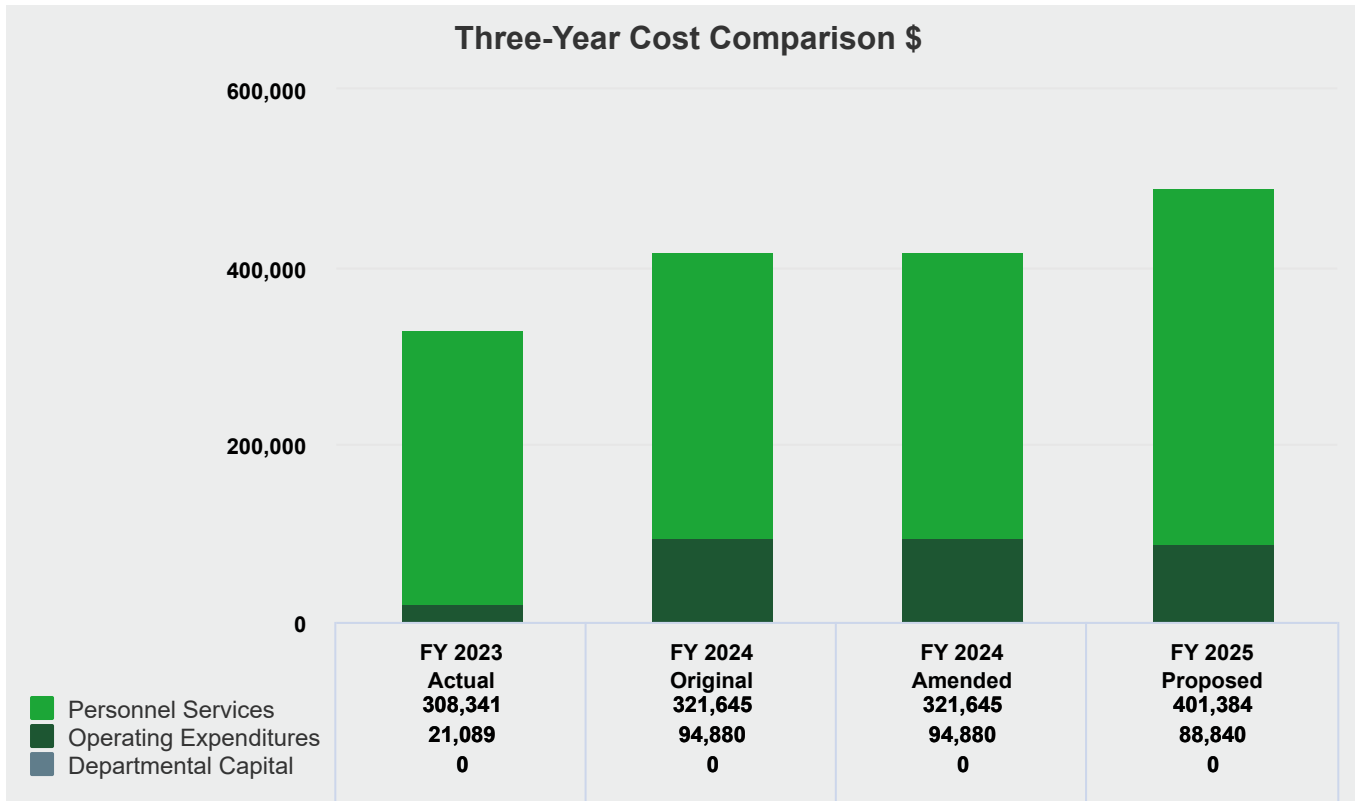
*Positions funded by the Building Inspection Services Fund.

**Positions equally funded by the Building Inspection Services Fund and the General Fund.

One Administrative Specialist is funded in a 40/60 split between the General Fund and the Building Inspection Services Fund.

COMMUNITY DEVELOPMENT (CONTINUED)

Budget Summary



COMMUNITY DEVELOPMENT (CONTINUED)

GL Number	\$	FY 2023	FY 2024		FY 2025		
		Actuals	Original Budget	Amended Budget As Of 6/30/2024	Proposed Budget	% Over/ (Under) FY 2024 Orig. Budget	\$ Over/ (Under) FY 2024 Orig. Budget
Wages							
001-212-512100-515-00000	SALARIES-REGULAR	197,678	201,308	201,308	255,501	26.92%	54,193
001-212-514000-515-00000	SALARIES-OVERTIME	188	500	500	500	0.00%	-
001-212-515700-515-00000	SPECIAL PAY-CELL PHONE	355	840	840	840	0.00%	-
Total Wages		198,221	202,648	202,648	256,841	26.74%	54,193
Benefits							
001-212-521100-000-00000	BENEFITS-FICA	14,057	15,400	15,400	19,546	26.92%	4,146
001-212-521200-000-00000	BENEFITS-RETIREMENT	47,706	48,890	48,890	60,287	23.31%	11,397
001-212-521300-000-00000	BENEFITS-GROUP INSURANCE	47,963	54,622	54,622	64,592	18.25%	9,970
001-212-521400-000-00000	BENEFITS-WORKERS COMPENSATION	127	85	85	118	38.82%	33
001-212-522800-000-00000	OTHER PAYROLL COSTS	267	-	-	-	0.00%	-
Total Benefits		110,120	118,997	118,997	144,543	21.47%	25,546
Personnel Services		308,341	321,645	321,645	401,384	24.79%	79,739
Operating Expenditures							
001-212-531190-515-00000	PROFESSIONAL SERVICES-MISCELLANEOUS*	12,122	56,440	56,440	61,000	8.08%	4,560
001-212-532401-515-00000	TRAVEL & PER DIEM*	991	3,500	3,500	3,500	0.00%	-
001-212-532471-515-00000	PRINTING*	804	2,100	2,100	1,500	-28.57%	(600)
001-212-532491-515-00000	EDUCATION & REGISTRATION*	4,154	4,750	4,750	4,750	0.00%	-
001-212-532541-515-00000	BOOKS & PUBLICATIONS*	-	420	420	420	0.00%	-
001-212-532542-515-00000	DUES & MEMBERSHIPS*	-	2,020	2,020	2,020	0.00%	-
001-212-535110-515-00000	SUPPLIES-OFFICE	2,700	1,000	1,000	1,000	0.00%	-
001-212-535190-515-00000	SUPPLIES-OTHER*	93	500	500	500	0.00%	-
001-212-535410-515-00000	SUPPLIES-SAFETY EQUIPMENT*	225	150	150	150	0.00%	-
001-212-536601-515-00000	PROGRAM EXPENSE*	-	24,000	24,000	14,000	-41.67%	(10,000)
Operating Expenditures		21,089	94,880	94,880	88,840	-6.37%	(6,040)
Community Development Total		329,430	416,525	416,525	490,224	17.69%	73,699

COMMUNITY DEVELOPMENT (CONTINUED)

Community Development- Footnote Detail

Account Name	Footnote Detail	FY 2025 Proposed Budget
Professional Services-Miscellaneous	City's Comprehensive Planning	10,000
	GIS	10,000
	Traffic Studies	5,000
	P & Z Transcriptions	1,000
	Landscape Plan Review	10,000
	City Code Rewrite	25,000
	Total	61,000
Travel & Per Diem	FAPA Conference (2 Staff Members)	3,500
	Total	3,500
Printing	Economic Development - Printing for Marketing	1,200
	CDBG Marketing	300
	Total	1,500
Education & Registration	FAPA Conference (2 Staff Members)	2,500
	AICP Certification for Director & Assistant Director	2,000
	Workshops	100
	BAPA Events	75
	Seminars	75
	Total	4,750
Books & Publications	AICP Books	300
	Urban Land Institute	60
	APA Publications	60
	Total	420
Dues & Memberships	American Planning Association (APA, FAPA) Carlos, Jason & Planner	1,000
	American Institute of Cert Planners (AICP)	1,020
	Total	2,020
Supplies-Office	Misc Office Supplies	400
	Copy Paper for Community Development	600
	Total	1,000
Supplies-Other	Small Office Equipment & Emergency Supplies	500
	Total	500
Supplies-Safety Equipment	Boot Allowance (1 Staff Member)	150
	Total	150
Program Expense	Business Expo - Economic Development	6,000
	Taste of The City - Economic Development	8,000
	Total	14,000

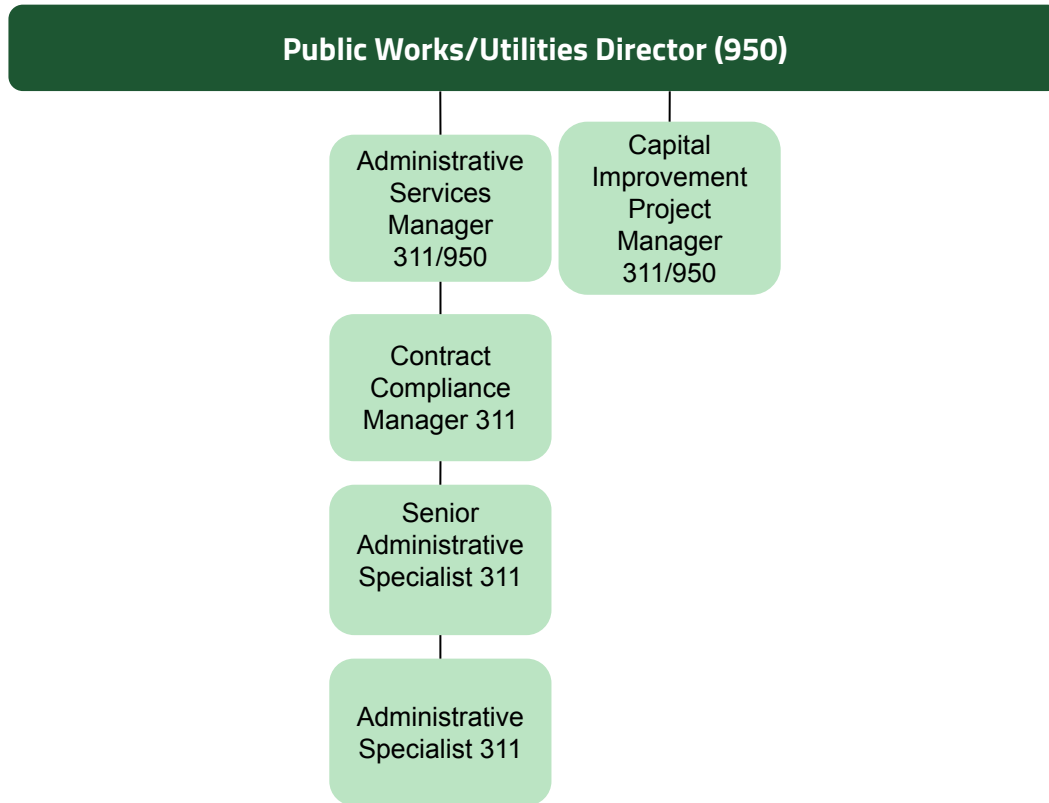
COMMUNITY DEVELOPMENT (CONTINUED)

Position#	Job Title Description	Regular Pay Rate Description	Regular Pay Rate Amount	Amount FY 24 Annual wages	FY 24 COLA	Merit Increase	FY 25 COLA	FY 25 Total Wages
001-212-0001	Planner	Salary	\$2,846.15	\$73,999.90	\$0.00	\$908.27	\$2,368.00	\$77,276.17
102-211-0003	Senior Administrative Specialist	Hourly	\$20.47	\$17,031.04	\$0.00	\$274.36	\$544.99	\$17,850.39
102-211-0005	Community Development Director	Salary	\$5,069.13	\$65,898.69	\$0.00	\$2,628.73	\$2,108.76	\$70,636.18
102-211-0006	Assistant Community Development Director	Salary	\$4,600.00	\$83,720.00	\$0.00	\$3,339.63	\$2,679.04	\$89,738.67
				\$240,649.63		\$7,150.99	\$7,700.79	\$255,501.41

PUBLIC WORKS ADMINISTRATION

Mission:

To provide overall management and leadership of the Public Works Department; thereby, ensuring the most responsive, cost-effective, friendly, quality professional services in regard to providing parks maintenance, building maintenance, roadway services, and fleet services to the City and community.



FY 2024 Year to Date Accomplishments:

- > Responded to resident online reported problems (SeeClickFix) within 24 hours 95% of the time.
- > Delivered or exchanged recycle collection carts within one week.

Assumed Control of City Cell Tower Leases and Agreements.

Initiation of Traffic Calming Devices installation.

Goals for FY 2025:

- > Respond to TextMyGov items within 24 hours 95% of the time.
- > Respond to resident concerns for trash/bulk/recycle within 24 hours.
- > Implementation of Citywide Traffic Study.

PUBLIC WORKS ADMINISTRATION

Performance Measures:

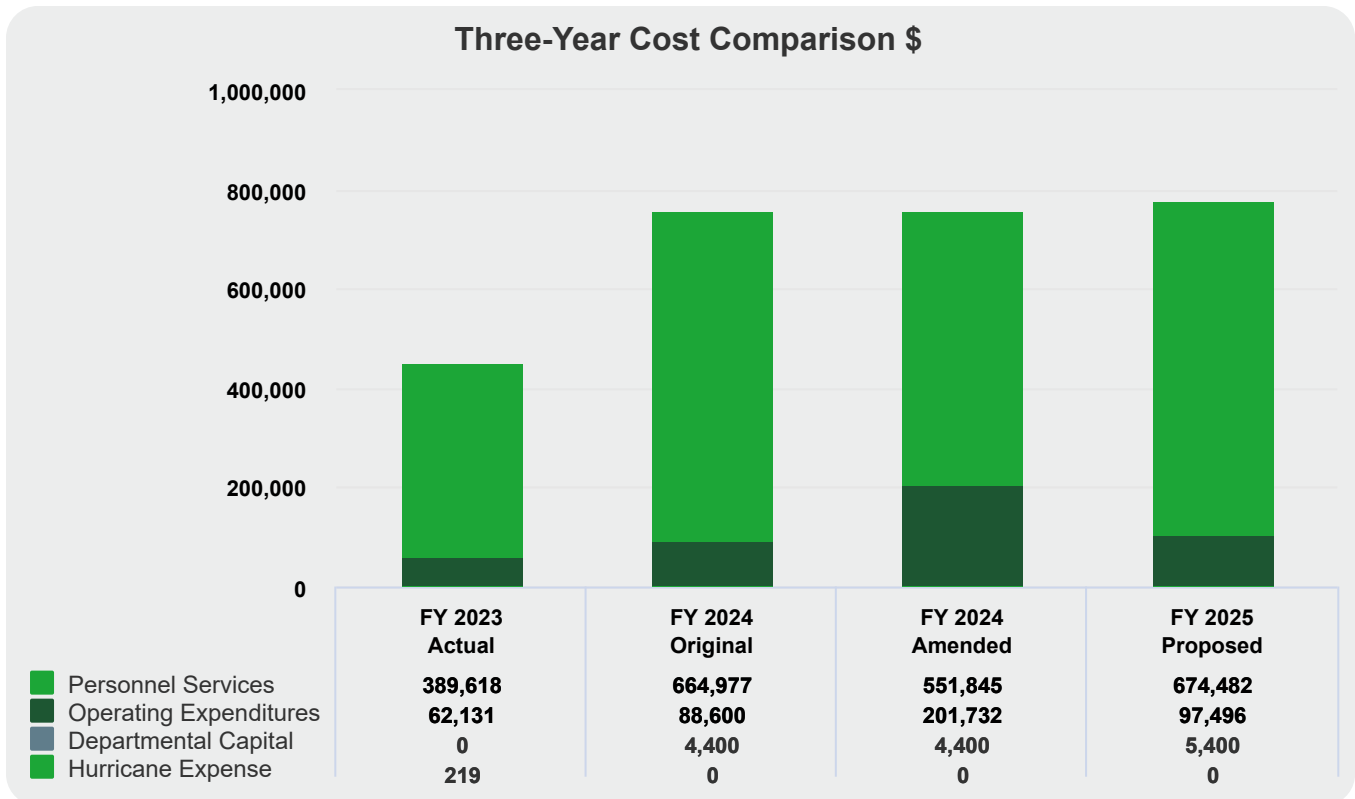
Performance Measure	Indicator	FY 2023 Results	FY 2024 YTD	
			Results	FY 2025 Target
Employee Training/Safety Classes	# of employee trainings/safety classes held	3	18	18
Invoices processed	# of invoices processed for Public Works	2040	2400	2400
Foreclosed property maintenance jobs	# of foreclosed prop, maintenance jobs managed by PW Admin.	-	-	-
Capital Projects managed & completed	# of capital projects managed & completed	3	4	4

PUBLIC WORKS ADMINISTRATION (CONTINUED)

Position Listing

Position Summary						
Full Time (FT)/Other	FY 2023		FY 2024		FY 2025 Proposed	
	FT	Other	FT	Other	FT	Other
Public Works Director	1	-	1	-	-	-
Senior Administrative Specialist	1	-	1	-	1	-
Administrative Specialist	1	-	1	-	1	-
Contract Compliance Coordinator	-	-	-	-	1	-
Capital Improvement Project Manager	-	-	-	-	0.5	-
Capital Projects Coordinator	1	-	1	-	-	-
Administrative Services Manager	-	-	-	-	0.5	-
Public Works Coordinator	1	-	1	-	-	-
Utilities Coordinator	-	-	-	-	0.5	-
Engineer I	-	-	-	-	0.5	-
Engineering Inspector	-	-	-	-	0.5	-
Total	5	-	5	-	5.5	-
Full-Time Equivalent	4.0	-	5.0	-	5.5	-

Budget Summary



PUBLIC WORKS ADMINISTRATION

GL Number	\$	FY 2023	FY 2024		FY 2025		
		Actuals	Original Budget	Amended Budget As Of 6/30/2024	Proposed Budget	% Over/ (Under) FY 2024 Orig. Budget	\$ Over/ (Under) FY 2024 Orig. Budget
Wages							
001-311-512100-519-00000	SALARIES-REGULAR	255,626	421,135	308,003	439,205	4.29%	18,070
001-311-514000-519-00000	SALARIES-OVERTIME*	625	-	-	1,800	0.00%	1,800
001-311-515200-519-00000	SPECIAL PAY-LONGEVITY*	-	1,500	1,500	-	-100.00%	(1,500)
001-311-515700-519-00000	SPECIAL PAY-CELL PHONE*	1,137	1,680	1,680	2,920	73.81%	1,240
Total Wages		257,388	424,315	311,183	443,925	4.62%	19,610
Benefits							
001-311-521100-000-00000	BENEFITS-FICA	18,986	32,217	32,217	33,599	4.29%	1,382
001-311-521200-000-00000	BENEFITS-RETIREMENT	60,965	99,294	99,294	68,277	-31.24%	(31,017)
001-311-521300-000-00000	BENEFITS-GROUP INSURANCE	50,422	104,586	104,586	126,832	21.27%	22,246
001-311-521400-000-00000	BENEFITS-WORKERS COMPENSATION	1,628	4,565	4,565	1,849	-59.50%	(2,716)
001-311-522800-000-00000	OTHER PAYROLL COSTS	229	-	-	-	0.00%	-
Total Benefits		132,230	240,662	240,662	230,557	-4.20%	(10,105)
Personnel Services		389,618	664,977	551,845	674,482	1.43%	9,505
Operating Expenditures							
001-311-531190-519-00000	PROFESSIONAL SERVICES-MISCELLANEOUS*	4,000	21,000	134,132	22,100	5.24%	1,100
001-311-531290-519-00000	CONTRACTUAL SERVICES*	19,138	25,000	25,000	26,200	4.80%	1,200
001-311-532401-519-00000	TRAVEL & PER DIEM*	1,333	1,600	1,600	1,680	5.00%	80
001-311-532402-519-00000	TRAVEL-LOCAL	367	300	300	315	5.00%	15
001-311-532471-519-00000	PRINTING*	-	1,500	1,500	1,575	5.00%	75
001-311-532491-519-00000	EDUCATION & REGISTRATION*	157	1,200	1,200	1,260	5.00%	60
001-311-532541-519-00000	BOOKS & PUBLICATIONS*	-	200	200	210	5.00%	10
001-311-532542-519-00000	DUES & MEMBERSHIPS*	1,306	1,200	1,200	1,206	0.50%	6
001-311-533431-519-00000	UTILITIES-ELECTRICITY	12,844	11,000	11,000	11,550	5.00%	550
001-311-534210-519-00000	MAINTENANCE-COMMUNICATIONS	-	1,000	1,000	1,050	5.00%	50
001-311-534410-519-00000	MAINTENANCE-CONTRACTS*	12,212	12,500	12,500	12,500	0.00%	-
001-311-535110-519-00000	SUPPLIES-OFFICE	3,193	4,000	4,000	16,000	300.00%	12,000
001-311-535185-519-00000	SUPPLIES-SPECIAL*	6,974	7,000	7,000	-	-100.00%	(7,000)
001-311-535210-519-00000	SUPPLIES-UNIFORMS*	376	800	800	850	6.25%	50
001-311-535410-519-00000	SUPPLIES-SAFETY EQUIPMENT*	150	300	300	500	66.67%	200
001-311-535710-519-00000	SUPPLIES-TROPHIES & AWARDS	81	-	-	500	0.00%	500
Operating Expenditures		62,131	88,600	201,732	97,496	10.04%	8,896
Hurricane Expense							
001-311-536400-519-00000	HURRICANE EXPENSE	219	-	-	-	0.00%	-
Hurricane Expense		219	-	-	-	0.00%	-
Departmental Capital							
001-311-564300-519-00000	EQUIPMENT & MACHINERY-COMPUTERS*	-	4,400	4,400	5,400	22.73%	1,000
Departmental Capital		-	4,400	4,400	5,400	22.73%	1,000
Public Works Administration Total		451,968	757,977	757,977	777,378	2.56%	19,401

*Related footnote on following page

PUBLIC WORKS ADMINISTRATION

Public Works Administration- Footnote Detail

Account Name	Footnote Detail	FY 2025 Proposed Budget
Salaries-Overtime	Salaries-Overtime - OT for Green Advisory Board meetings and events -	1,800
	Total	1,800
Special Pay-Cell Phone	Special Pay-Cell Phone-cell phone allowance for Director and 3 Supervisor Positions	3,360
	Total	3,360
Professional Services-Miscellaneous	Professional Services-Miscellaneous-DL Checks, Surveys, Bridge Inspections	22,100
	Total	22,100
Contractual Services	Monthly Household Hazardous Waste Events-HHW Services - \$2100/mo	26,200
	Total	26,200
Travel & Per Diem	APWA Conference (2 Attendees)	1,680
	Total	1,680
Printing	Printing-printing of new business cards for supv staff, door hangers	1,575
	Total	1,575
Education & Registration	Education & Registration-APWA Conf, ISA Conf, Notary Renewal	1,260
	Total	1,260
Books & Publications	Books & Publications-Plant Finder	210
	Total	210
Dues & Memberships	APWA (\$1,200 Group)	1,206
	Total	1,206
Maintenance-Contracts	iWORQ - Tree Management Module	1,200
	iWORQ - Pavement Management Module	1,040
	Copier - \$450/Qtr	1,800
	Copier - Kip \$434/mo	5,208
	Copies	772
	iWORQ - Work Management Module	2,480
	Total	12,500
Supplies-Office	Supplies-Office - 2 new office setup for new Coord/Supv postions	16,000
	Total	16,000
Supplies-Uniforms	Supplies-Uniforms-Additional Admin Employees City Shirts	850
	Total	850
Supplies-Safety Equipment	Boot Allowance - (2) positions plus safety equip	500
	Total	500
Supplies-Trophies & Awards	Employee of the Quarter/Year Awards - Moved to HR	500
	Total	500
Equipment & Machinery-Computers	Equipment & Machinery-Computers- (3) new positions	5,400
	Total	5,400

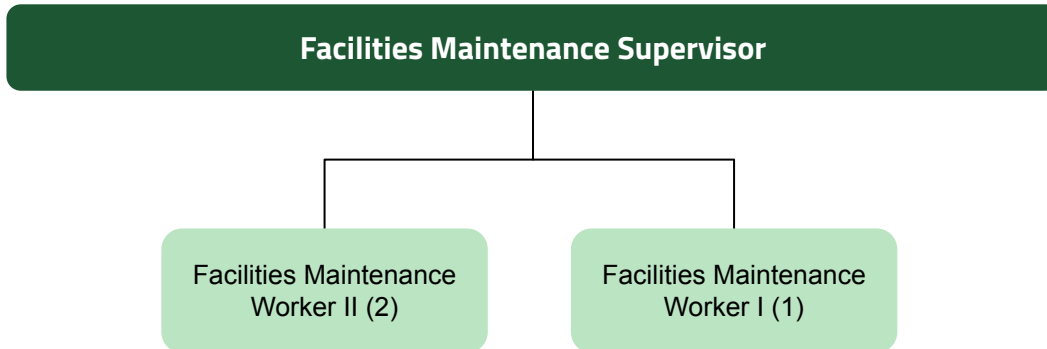
PUBLIC WORKS ADMINISTRATION

Position#	Job Title Description	Regular Pay Rate Description	Regular Pay Rate Amount	Amount FY 24 Annual wages	FY 24 COLA	Merit Increase	FY 25 COLA	FY 25 Total Wages
001-311-0002	Administrative Services Manager	Salary	\$3,734.00	\$48,542.00	\$0.00	\$829.87	\$1,553.34	\$50,925.21
001-311-0003	Capital Improvement Project Manager	Salary	\$5,192.30	\$67,499.90	\$0.00	\$0.00	\$0.00	\$67,499.90
001-311-0004	Contract Compliance Coordinator	Salary	\$2,750.00	\$71,500.00	\$0.00	\$822.74	\$2,288.00	\$74,610.74
001-311-0005	Senior Administrative Specialist	Hourly	\$32.26	\$67,100.80	\$0.00	\$1,272.16	\$2,147.23	\$70,520.19
001-311-0006	Administrative Specialist	Hourly	\$23.18	\$48,212.32	\$0.00	\$702.71	\$1,542.79	\$50,457.82
450-950-0003	Engineering Inspector	Salary	\$3,457.68	\$44,949.84	\$0.00	\$374.38	\$1,438.39	\$46,762.61
450-950-0004	Utilities Coordinator	Salary	\$2,807.70	\$36,500.10	\$0.00	\$760.00	\$1,168.00	\$38,428.10
450-950-0007	Engineer ¹	Salary	\$3,076.92	\$39,999.96	\$0.00	\$0.00	\$0.00	\$39,999.96
				\$424,304.92		\$4,761.85	\$10,137.75	\$439,204.52

PUBLIC WORKS PROPERTY MAINTENANCE

Mission:

To provide the most responsive and cost-effective service in maintaining and preserving the City's buildings while providing a safe, clean, and properly maintained environment for City staff and the public.



FY 2024 Year to Date Accomplishments:

- > Painted all city entranceway and park signs with updated design colors
- > FPL street lights converted to LED
- > Update access control software for both RV Lots, Public Works and Fleet Automated entry gates
- > Increased the number of LED lamps on building interiors and exteriors
- > Replace Fire Station windows and doors with impact windows and doors to complete FEMA Grant- Wind Retrofit Project
- > Repaired radio communication between Park staff and BSO dispatch office
- > Police Station AC unit #2 design and replacement

Goals for FY 2025:

- > Continue to retrofit lights to LED on facilities interior & exterior
- > Replacement of AC units older than ten years
- > Update cameras at the West Storage Lot
- > Upgrade the electrical service 90th Avenue and Stirling Road
- > Update Access Control software for RV lot gate access

Performance Measures:

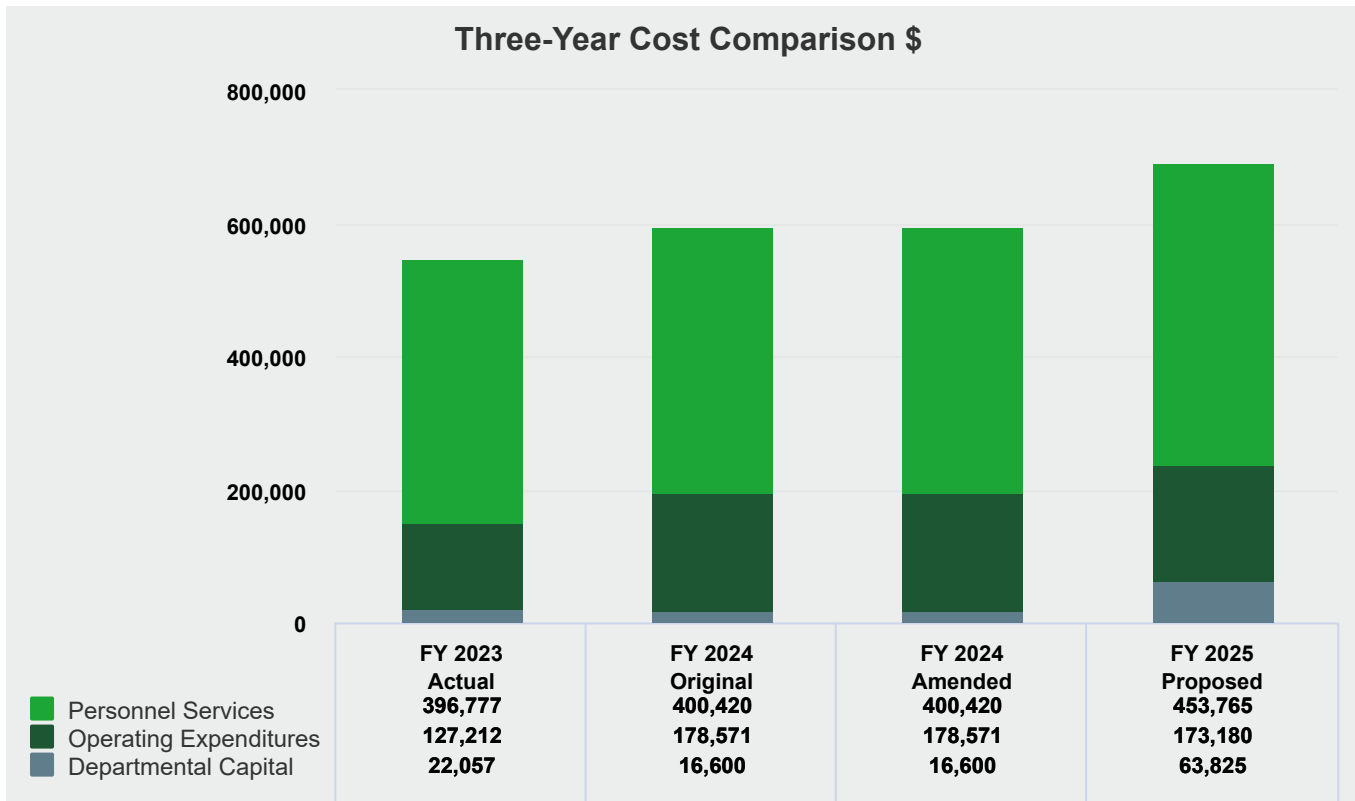
Performance Measure	Indicator	FY 2023 Results	FY 2024 YTD Results	FY 2025 Target
Work orders received & completed	# of works orders received & completed	2158	1315	1100
Flag and wayfinding sign inspections completed	Percentage of inspections completed each month	100.00%	100.00%	100.00%
AC Maintenance - Citywide Facilities	Percentage of maintenance completed monthly	100.00%	100.00%	100.00%

PUBLIC WORKS PROPERTY MAINTENANCE (CONTINUED)

Position Listing

Position Summary						
Full Time (FT)/Other	FY 2023		FY 2024		FY 2025 Proposed	
	FT	Other	FT	Other	FT	Other
Facilities Maintenance Supervisor	1	-	1	-	1	-
Facilities Maintenance Worker II	-	-	-	-	2	-
Facilities Maintenance Worker I	-	-	-	-	1	-
HVAC Technician	1	-	1	-	-	-
Tradesworker II	1	-	1	-	-	-
Tradesworker I	1	-	1	-	-	-
Total	4	-	4	-	4	-
Full-Time Equivalent	4.0	-	4.0	-	4.0	-

Budget Summary



PUBLIC WORKS PROPERTY MAINTENANCE (CONTINUED)

GL Number	\$	FY 2023	FY 2024		FY 2025		
		Actuals	Original Budget	Amended Budget As Of 6/30/2024	Proposed Budget	% Over/ (Under) FY 2024 Orig. Budget	\$ Over/ (Under) FY 2024 Orig. Budget
Wages							
001-312-512100-539-00000	SALARIES-REGULAR	248,570	248,500	248,500	285,898	15.05%	37,398
001-312-514000-539-00000	SALARIES-OVERTIME*	3,789	5,000	5,000	5,000	0.00%	-
001-312-515200-539-00000	SPECIAL PAY-LONGEVITY	-	1,500	1,500	1,500	0.00%	-
001-312-515700-539-00000	SPECIAL PAY-CELL PHONE	840	840	840	840	0.00%	-
Total Wages		253,199	255,840	255,840	293,238	14.62%	37,398
Benefits							
001-312-521100-000-00000	BENEFITS-FICA	18,053	19,010	19,010	21,871	15.05%	2,861
001-312-521200-000-00000	BENEFITS-RETIREMENT	41,729	43,935	43,935	48,693	10.83%	4,758
001-312-521300-000-00000	BENEFITS-GROUP INSURANCE	75,784	74,162	74,162	79,533	7.24%	5,371
001-312-521400-000-00000	BENEFITS-WORKERS COMPENSATION	7,684	7,473	7,473	10,430	39.57%	2,957
001-312-522800-000-00000	OTHER PAYROLL COSTS	328	-	-	-	0.00%	-
Total Benefits		143,578	144,580	144,580	160,527	11.03%	15,947
Personnel Services		396,777	400,420	400,420	453,765	13.32%	53,345
Operating Expenditures							
001-312-531210-539-00000	CASUAL & CONTRACT LABOR*	28,496	35,000	35,000	70,000	100.00%	35,000
001-312-531317-539-00000	PERMITS-ENVIRONMENTAL*	2,490	2,601	2,601	2,785	7.07%	184
001-312-532401-539-00000	TRAVEL & PER DIEM	7	1,000	1,000	1,050	5.00%	50
001-312-532402-539-00000	TRAVEL-LOCAL	50	50	50	100	100.00%	50
001-312-532491-539-00000	EDUCATION & REGISTRATION*	-	800	800	840	5.00%	40
001-312-533432-539-00000	UTILITIES-WATER & SEWER	5,229	5,040	5,040	5,500	9.13%	460
001-312-534110-539-00000	REPAIRS-EQUIPMENT*	1,499	2,000	2,000	2,100	5.00%	100
001-312-534160-539-00000	REPAIRS-BUILDING & PROPERTY	938	-	-	-	0.00%	-
001-312-534410-539-00000	MAINTENANCE-CONTRACTS*	16,997	31,180	31,180	25,180	-19.24%	(6,000)
001-312-534420-539-00000	MAINTENANCE-ELECTRIC SYSTEMS*	14,036	44,400	44,400	-	-100.00%	(44,400)
001-312-535120-539-00000	SUPPLIES-CUSTODIAL*	2,806	2,000	2,000	8,000	300.00%	6,000
001-312-535130-539-00000	SUPPLIES-BUILDING*	50,904	47,160	47,160	50,000	6.02%	2,840
001-312-535210-539-00000	SUPPLIES-UNIFORMS*	1,550	2,000	2,000	2,000	0.00%	-
001-312-535410-539-00000	SUPPLIES-SAFETY EQUIPMENT*	600	2,840	2,840	3,000	5.63%	160
001-312-535420-539-00000	SUPPLIES-MINOR TOOLS*	1,610	2,500	2,500	2,625	5.00%	125
Operating Expenditures		127,212	178,571	178,571	173,180	-3.02%	(5,391)
Departmental Capital							
001-312-564300-539-00000	EQUIPMENT & MACHINERY-COMPUTERS*	-	1,600	1,600	1,600	0.00%	-
001-312-564400-539-00000	EQUIPMENT & MACHINERY-VEHICLES	-	-	-	47,225	0.00%	47,225
001-312-566900-539-00000	BUILDING IMPROVEMENTS-OTHER	22,057	15,000	15,000	15,000	0.00%	-
Departmental Capital		22,057	16,600	16,600	63,825	284.49%	47,225
Public Works Property Maintenance Total		546,046	595,591	595,591	690,770	15.98%	95,179

*Related footnote on following page

PUBLIC WORKS PROPERTY MAINTENANCE (CONTINUED)

Public Works Property Maintenance- Footnote Detail

Account Name	Footnote Detail	FY 2025 Proposed Budget
Salaries-Overtime	Salaries-Overtime- Call outs for after hour/holiday emergencies and city events	5,000
	Total	5,000
Casual & Contract Labor	Building Repairs - A/C, Electrical, Lighting, Doors, Etc.	70,000
	Total	70,000
Permits-Environmental	Haz Mat License Renewal - Police Department	340
	Haz Mat License Renewal - Fleet Maintenance	535
	Haz Mat License Renewal - City Hall	340
	Haz Mat License Renewal - PW Building	460
	Haz Mat License Renewal - Fire Department	340
	Fuel Site Testing	585
	Comm Center Generator	185
	Total	2,785
Education & Registration	CDL License Renewal, Training, Seminars	840
	Total	840
Repairs-Equipment	Power Equipment & Tools	2,100
	Total	2,100
Maintenance-Contracts	Janitorial	7,120
	Pest Control	3,500
	Fire Alarm Monitor, Inspections Fire Extinguishers	6,360
	iWorq	5,000
	AC Maintenance	3,200
	Total	25,180
Supplies-Custodial	Supplies-Custodial-janitorial supplies for PW, Fleet and City Hall	8,000
	Total	8,000
Supplies-Building	Lumber, locks, paint, solvents, light bulbs, ceiling tiles, etc.	50,000
	Total	50,000
Supplies-Uniforms	Uniform rental	2,000
	Total	2,000
Supplies-Safety Equipment	Boot Allowance - 4 @ \$150	600
	Glasses, gloves, first aid kits, AED Batteries & Pads	2,400
	Total	3,000
Supplies-Minor Tools	Hand & Electric Tools < \$1,000	2,625
	Total	2,625
Equipment & Machinery-Computers	Equipment & Machinery-Computers-	1,600
	Total	1,600
Equipment & Machinery-Vehicles	Replace 2003 F250 Super Vehicle # 3336	47,225
	Total	47,225
Building Improvements-Other	A/C Replacement (emergency)	15,000
	Total	15,000

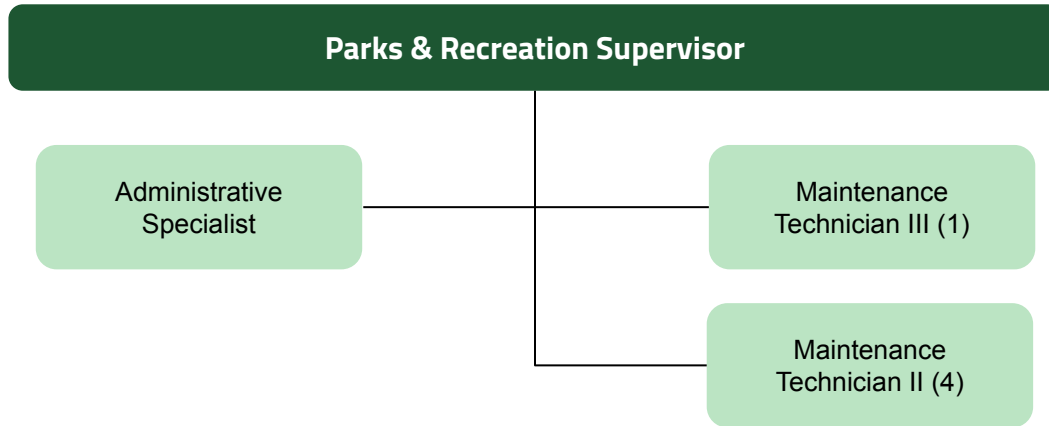
PUBLIC WORKS PROPERTY MAINTENANCE (CONTINUED)

Position#	Job Title Description	Regular Pay Rate Description	Regular Pay Rate Amount	Amount FY 24 Annual wages	FY 24 COLA	Merit Increase	FY 25 COLA	FY 25 Total Wages
001-312-0001	Facilities Maintenance Supervisor	Salary	\$3,266.75	\$84,935.50	\$0.00	\$2,950.64	\$2,717.94	\$90,604.08
001-312-0002	Facilities Maintenance Worker II	Hourly	\$37.44	\$77,875.20	\$0.00	\$1,152.13	\$2,492.01	\$81,519.34
001-312-0003	Facilities Maintenance Worker II	Hourly	\$27.83	\$57,886.40	\$0.00	\$374.28	\$1,852.36	\$60,113.04
001-312-0004	Facilities Maintenance Worker I	Hourly	\$24.77	\$51,521.60	\$0.00	\$491.22	\$1,648.69	\$53,661.51
				\$272,218.70		\$4,968.26	\$8,711.00	\$285,897.96

PUBLIC WORKS PARKS MAINTENANCE

Mission:

To provide well-maintained parks for the community in a safe and cost-effective manner.



FY 2024 Year to Date Accomplishments:

- > Renovated all football/soccer fields with sod at Suellen H. Fardelmann and Bill Lips Sport Complexes.
- > Pressure clean 50% of the city maintained sidewalks and curbs per year.
- > Started the Landscape Beautification city-wide.
- > Trimmed all the palm trees in all city parks and facilities.

Goals for FY 2025:

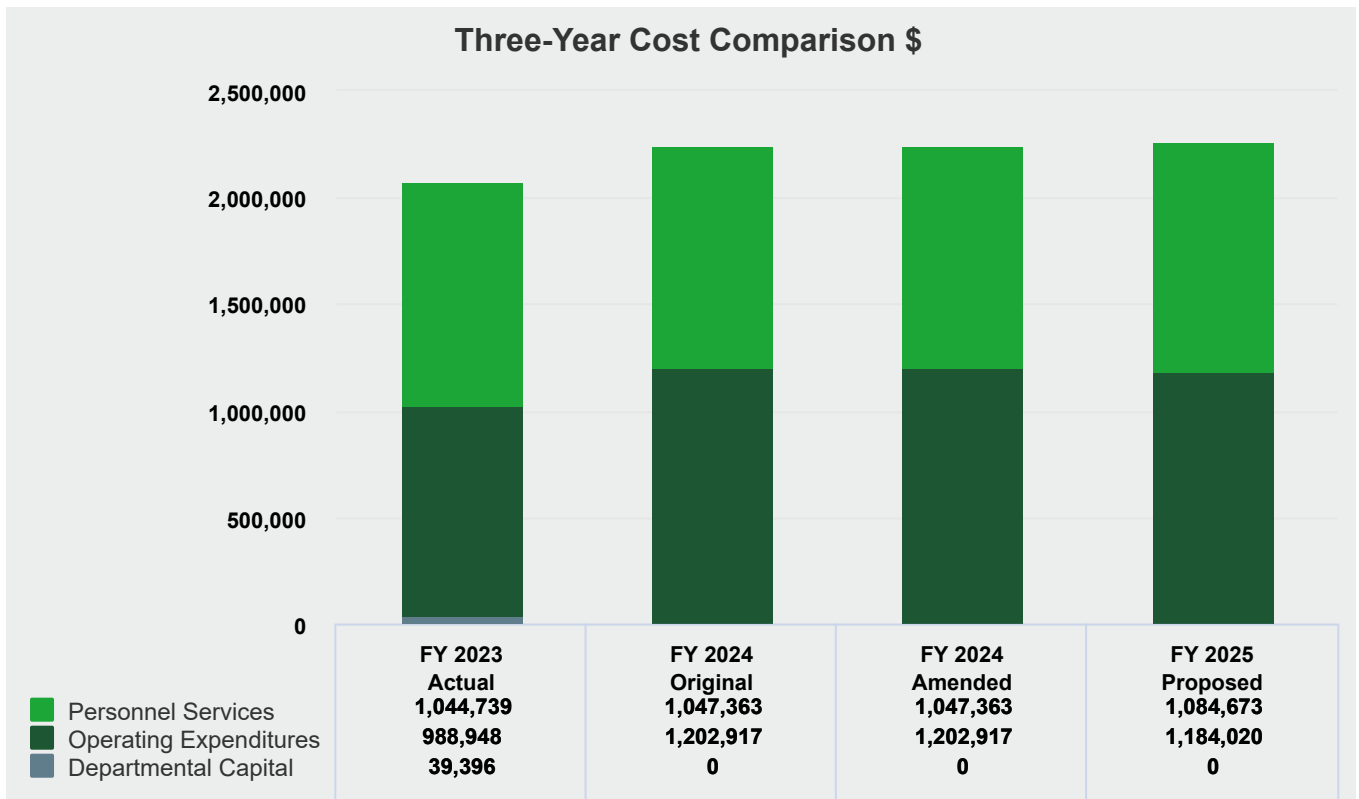
- > Pressure clean all parks twice per year.
- > Replace "old style" water fountains with bottle filling stations.
- > Paint the next 25% of the faded stop bars and yellow lines on the local right-of-way.
- > Continue the city-wide landscape beautification.
- > Restripe parking lots at facilities and parks

PUBLIC WORKS PARKS MAINTENANCE (CONTINUED)

Position Listing

Position Summary						
Full Time (FT)/Other	FY 2023		FY 2024		FY 2025 Proposed	
	FT	Other	FT	Other	FT	Other
Assistant Parks & Recreation Director	-	-	-	-	1	-
Assistant Director	1	-	1	-	-	-
Parks & Recreation Supervisor	-	-	-	-	1	-
Equipment Operator	2	-	2	-	-	-
Tradesworker II	1	-	1	-	-	-
Tradesworker I	1	-	1	-	-	-
Maintenance Technician III	1	-	1	-	1	-
Maintenance Technician II	3	-	4	-	4	-
Maintenance Technician I	1	-	1	-	-	-
Horticultural Technician	1	-	-	-	-	-
Administrative Specialist	-	-	-	-	1	-
Senior Park Ranger	-	-	-	-	1	-
Park Attendant - PT	-	-	-	-	-	8
Total	11	-	11	-	9	8
Full-Time Equivalent	11.0	-	11.0	-	9.0	5.8

Budget Summary



PUBLIC WORKS PARKS MAINTENANCE

GL Number	\$	FY 2023	FY 2024		FY 2025		
		Actuals	Original Budget	Amended Budget As Of 6/30/2024	Proposed Budget	% Over/ (Under) FY 2024 Orig. Budget	\$ Over/ (Under) FY 2024 Orig. Budget
Wages							
001-314-512100-572-00000	SALARIES-REGULAR	640,552	629,631	629,631	542,720	-13.80%	(86,911)
001-314-512200-572-00000	SALARIES-OTHER	-	-	-	197,887	0.00%	197,887
001-314-514000-572-00000	SALARIES-OVERTIME	4,847	10,000	10,000	10,000	0.00%	-
001-314-515200-572-00000	SPECIAL PAY-LONGEVITY	-	1,500	1,500	1,500	0.00%	-
001-314-515700-572-00000	SPECIAL PAY-CELL PHONE	840	840	840	2,520	200.00%	1,680
Total Wages		646,239	641,971	641,971	754,627	17.55%	112,656
Benefits							
001-314-521100-000-00000	BENEFITS-FICA	45,963	48,167	48,167	56,656	17.62%	8,489
001-314-521200-000-00000	BENEFITS-RETIREMENT	124,264	136,977	136,977	107,416	-21.58%	(29,561)
001-314-521300-000-00000	BENEFITS-GROUP INSURANCE	206,580	201,070	201,070	153,540	-23.64%	(47,530)
001-314-521400-000-00000	BENEFITS-WORKERS COMPENSATION	20,846	19,178	19,178	12,434	-35.17%	(6,744)
001-314-522800-000-00000	OTHER PAYROLL COSTS	847	-	-	-	0.00%	-
Total Benefits		398,500	405,392	405,392	330,046	-18.59%	(75,346)
Personnel Services		1,044,739	1,047,363	1,047,363	1,084,673	3.56%	37,310
Operating Expenditures							
001-314-531190-572-00000	PROFESSIONAL SERVICES-MISCELLANEOUS*	24,842	67,399	67,399	-	-100.00%	(67,399)
001-314-531210-572-00000	CASUAL & CONTRACT LABOR*	63,521	135,000	135,000	142,200	5.33%	7,200
001-314-531225-572-00000	CONTRACT SERVICE-MOWING*	269,148	316,000	316,000	316,000	0.00%	-
001-314-531317-572-00000	PERMITS-ENVIRONMENTAL*	350	550	550	550	0.00%	-
001-314-532310-572-00000	RENTAL-EQUIPMENT*	1,153	10,000	10,000	10,500	5.00%	500
001-314-532401-572-00000	TRAVEL & PER DIEM*	-	1,800	1,800	1,900	5.56%	100
001-314-532402-572-00000	TRAVEL-LOCAL	50	48	48	50	4.17%	2
001-314-532491-572-00000	EDUCATION & REGISTRATION*	505	2,000	2,000	2,000	0.00%	-
001-314-532542-572-00000	DUES & MEMBERSHIPS*	160	500	500	500	0.00%	-
001-314-533431-572-00000	UTILITIES-ELECTRICITY	235,711	216,000	216,000	227,955	5.53%	11,955
001-314-533432-572-00000	UTILITIES-WATER & SEWER	33,534	27,000	27,000	35,280	30.67%	8,280
001-314-533434-572-00000	UTILITIES-SANITATION	98	2,500	2,500	2,500	0.00%	-
001-314-534110-572-00000	REPAIRS-EQUIPMENT*	23,490	25,000	25,000	26,250	5.00%	1,250
001-314-534311-572-00000	MAINTENANCE-WETLANDS	7,415	9,000	9,000	9,000	0.00%	-
001-314-534410-572-00000	MAINTENANCE-CONTRACTS*	13,407	13,460	13,460	13,460	0.00%	-
001-314-535120-572-00000	SUPPLIES-CUSTODIAL	20,686	18,960	18,960	20,000	5.49%	1,040
001-314-535142-572-00000	SUPPLIES-PLANTS*	23,543	30,000	30,000	30,000	0.00%	-
001-314-535143-572-00000	SUPPLIES-OVERSEED & SOD*	97,950	150,000	150,000	157,500	5.00%	7,500
001-314-535144-572-00000	SUPPLIES-FERTILIZER*	43,741	30,000	30,000	31,500	0.05	1,500
001-314-535145-572-00000	SUPPLIES-IRRIGATION	23,136	30,000	30,000	31,500	5.00%	1,500
001-314-535180-572-00000	SUPPLIES-ATHLETIC*	16,021	18,000	18,000	18,900	5.00%	900
001-314-535181-572-00000	SUPPLIES-PARKS*	31,507	40,000	40,000	42,000	5.00%	2,000
001-314-535210-572-00000	SUPPLIES-UNIFORMS*	4,301	6,200	6,200	7,500	20.97%	1,300
001-314-535310-572-00000	SUPPLIES-CHEMICALS*	50,795	45,000	45,000	47,250	5.00%	2,250
001-314-535410-572-00000	SUPPLIES-SAFETY EQUIPMENT*	2,205	4,000	4,000	5,000	25.00%	1,000
001-314-535420-572-00000	SUPPLIES-MINOR TOOLS	1,679	2,500	2,500	2,625	0.05	125
001-314-535532-572-00000	SUPPLIES-TRAFFIC CONTROL*	-	2,000	2,000	2,100	5.00%	100
Operating Expenditures		988,948	1,202,917	1,202,917	1,184,020	-1.57%	(18,897)
Hurricane Expense							
001-314-536400-572-00000	HURRICANE EXPENSE	39,396	-	-	-	0.00%	-
Hurricane Expense		39,396	-	-	-	0.00%	-

PUBLIC WORKS PARKS MAINTENANCE

GL Number	\$	FY 2023	FY 2024		FY 2025		
		Actuals	Original Budget	Amended Budget As Of 6/30/2024	Proposed Budget	% Over/ (Under) FY 2024 Orig. Budget	\$ Over/ (Under) FY 2024 Orig. Budget
Departmental Capital							
001-314-564300-572-00000	EQUIPMENT & MACHINERY-COMPUTERS*	-	1,100	1,100	1,800	63.64%	700
001-314-564400-572-00000	EQUIPMENT & MACHINERY-VEHICLES*	-	-	55,000	96,115	0.00%	96,115
Departmental Capital		-	1,100	56,100	97,915	8801.36%	96,815
Public Works Parks Maintenance Total		2,073,083	2,251,380	2,306,380	2,366,608	5.12%	115,228

*Related footnote on following page

PUBLIC WORKS PARKS MAINTENANCE

Public Works Parks Maintenance- Footnote Detail

Account Name	Footnote Detail	FY 2025 Proposed Budget
Casual & Contract Labor	Asphalt Walkways	15,000
	Top Dressing, Clay, Screenings	51,200
	Bee Removal	2,000
	Dog Park Sod	12,000
	Mulch Purchase/Installation	50,000
	Laser Grading (Process of moving soil to level fields)	12,000
	Total	142,200
Contract Service-Mowing	Contract Service-Mowing-Group "B" Mowing, Irrigation & Pruning	316,000
	Total	316,000
Permits-Environmental	Haz Mat License Renewal - Sports Complex	550
	Total	550
Rental-Equipment	Rental-Equipment-stump grinder, asphalt roller, mobile lights etc	10,500
	Total	10,500
Travel & Per Diem	FRPA Conference	1,900
	Total	1,900
Education & Registration	seminars, cdl license renewal, training classes	2,000
	Total	2,000
Dues & Memberships	FRPA & STMA Memberships	500
	Total	500
Utilities-Sanitation	Routing Public Works trash disposal. Major cleanups, roadway debris removal.	2,500
	Total	2,500
Repairs-Equipment	Non-Vehicular Parks Maintenance Equipment	26,250
	Total	26,250
Maintenance-Contracts	Flowguard	2,000
	Thorguard	3,000
	Park Janitorial	7,500
	Sustainable Sprinkler	960
	Total	13,460
Supplies-Custodial	Supplies-Custodial- garbage bags, dog poop bags, hand sanitizer	20,000
	Total	20,000
Supplies-Plants	Plant Material for Buildings & Grounds	30,000
	Total	30,000
Supplies-Overseed & Sod	Winter Overseed	20,000
	Spring Sod	120,000
	Dog Parks	17,500
	Total	157,500
Supplies-Fertilizer	Parks & Landscape Installation	31,500
	Total	31,500
Supplies-Athletic	Supplies-Athletic-Athletic Field Marking and Pickleball	18,900
	Total	18,900
Supplies-Parks	Replacement parts for playground equipment and park supplies	42,000

PUBLIC WORKS PARKS MAINTENANCE

Public Works Parks Maintenance- Footnote Detail

Account Name	Footnote Detail	FY 2025 Proposed Budget
	Total	42,000
Supplies-Uniforms	Uniform rental	7,500
	Total	7,500
Supplies-Chemicals	Pesticides & Herbicides	47,250
	Total	47,250
Supplies-Safety Equipment	First Aid Kits, Safety Equipment	3,200
	Boot Allowance \$150 x 12 employees	1,800
	Total	5,000
Supplies-Minor Tools	Small Tools < \$1,000	2,625
	Total	2,625
Supplies-Traffic Control	Barricades, Traffic Cones, Warning Signs	2,100
	Total	2,100
Equipment & Machinery-Vehicles	Replace 2003 F250 Super - Vehicle # 3337	47,225
	Replace 2007 F350 - Vehicle # 3360	48,890
	Total	96,115

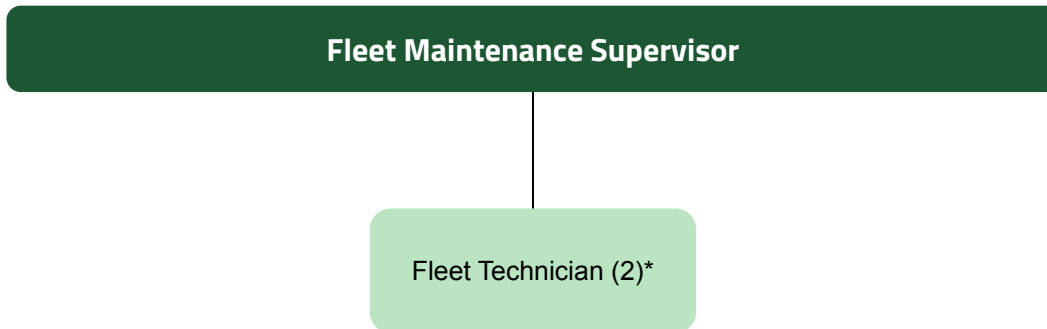
PUBLIC WORKS PARKS MAINTENANCE

Position#	Job Title Description	Regular Pay Rate Description	Regular Pay Rate Amount	Amount FY 24 Annual wages	FY 24 COLA	Merit Increase	FY 25 COLA	FY 25 Total Wages
001-314-0001	Assistant Parks & Recreation Director	Salary	\$4,384.61	\$113,999.86	\$0.00	\$0.00	\$0.00	\$113,999.86
001-314-0002	Parks and Recreation Supervisor	Salary	\$2,830.15	\$73,583.90	\$0.00	\$411.26	\$2,354.68	\$76,349.84
001-314-0003	Maintenance Technician III	Hourly	\$26.55	\$55,231.07	\$0.00	\$865.54	\$1,767.39	\$57,864.00
001-314-0004	Maintenance Technician II	Hourly	\$24.47	\$50,897.60	\$0.00	\$1,717.96	\$1,628.72	\$54,244.28
001-314-0005	Maintenance Technician II	Hourly	\$23.66	\$49,209.06	\$0.00	\$0.00	\$0.00	\$49,209.06
001-314-0006	Maintenance Technician II	Hourly	\$20.88	\$43,420.83	\$0.00	\$609.08	\$1,389.47	\$45,419.38
001-314-0007	Maintenance Technician II	Hourly	\$19.91	\$41,412.80	\$0.00	\$1,515.82	\$1,325.21	\$44,253.83
001-314-0008	Senior Park Ranger	Hourly	\$23.92	\$49,755.06	\$0.00	\$785.17	\$1,592.16	\$52,132.39
001-314-0009	Administrative Specialist	Hourly	\$22.50	\$46,800.00	\$0.00	\$0.00	\$0.00	\$46,800.00
001-314-0010	Park Attendant	PT29	\$18.39	\$27,726.00	\$0.00	\$537.81	\$887.23	\$29,151.04
001-314-0011	Park Attendant	PT29	\$16.00	\$24,128.00	\$0.00	\$309.37	\$772.10	\$25,209.47
001-314-0012	Park Attendant	PT29	\$16.00	\$24,128.00	\$0.00	\$843.49	\$772.10	\$25,743.59
001-314-0013	Park Attendant	PT29	\$16.00	\$24,128.00	\$0.00	\$74.04	\$772.10	\$24,974.14
001-314-0014	Park Attendant	PT29	\$15.47	\$23,323.00	\$0.00	\$391.06	\$746.34	\$24,460.40
001-314-0015	Park Attendant	PT29	\$14.75	\$22,243.00	\$0.00	\$90.19	\$711.78	\$23,044.97
001-314-0016	Park Attendant	PT29	\$15.05	\$22,695.00	\$0.00	\$201.46	\$726.24	\$23,622.70
001-314-0017	Park Attendant	PT29	\$16.00	\$24,128.00	\$0.00	\$0.00	\$0.00	\$24,128.00
				\$716,809.18		\$8,352.25	\$15,445.52	\$740,606.95

PUBLIC WORKS FLEET MAINTENANCE

Mission:

To maintain and ensure the preservation and availability of the municipal fleet vehicles and equipment in a safe, cost-effective, efficient, reliable, and responsive manner.



*One Fleet Technician funded by the Water & Sewer Fund in Water Distribution.

FY 2024 Year to Date Accomplishments:

- > Performed 75% of preventative maintenance services on schedule.
- > Extend preventive maintenance services on passenger cars to 5,000 miles and trucks to 3,500 miles.
- > Research for the possibility of leasing non-specialty vehicles (Not cost effective for the City at this time).
- > Standby generators are serviced monthly.

Goals for FY 2025:

- > Implementation of new fleet software.
- > Perform 90% of preventative maintenance services on schedule.
- > Installation of onsite security cameras.
- > Standby generators will be serviced monthly.

Performance Measures:

Performance Measure	Indicator	FY 2023 Results	FY 2024 YTD Results	FY 2025 Target
Employee Training/Safety Classes	# of employee trainings/safety classes held	6	12	12
Work orders completed	Percentage of work orders completed within 30 days	98%	98%	98%
Invoices processed	Percentage of invoices processed within 20 days of receipt	98%	98%	98%

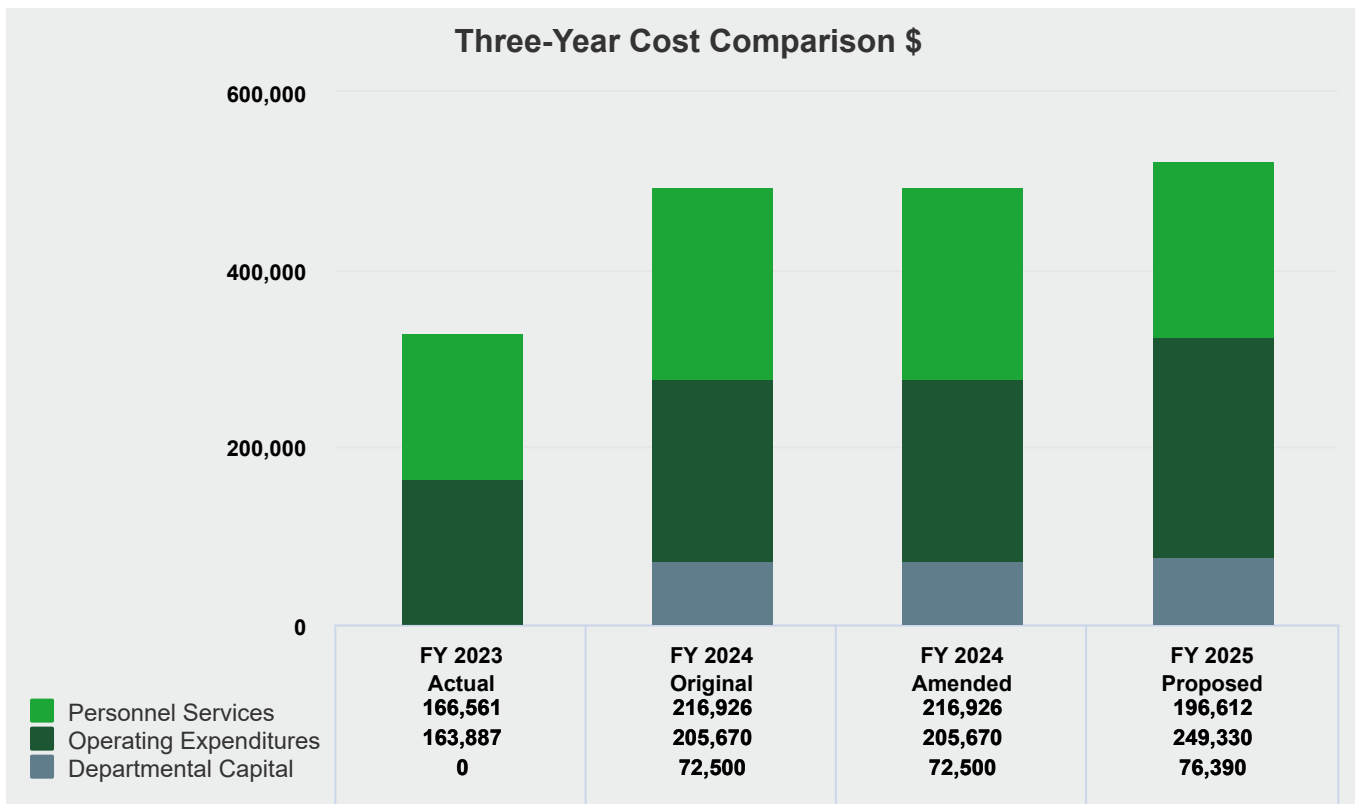
PUBLIC WORKS FLEET MAINTENANCE (CONTINUED)

Position Listing

Position Summary						
Full Time (FT)/Other	FY 2022		FY 2024		FY 2025 Proposed	
	FT	Other	FT	Other	FT	Other
Fleet Maintenance Supervisor	1	-	1	-	1	-
Fleet Technician	2	-	2	-	2	-
Total	3	-	3	-	3	-
Full-Time Equivalent	3.0	-	3.0	-	3.0	-

*One Fleet Technician funded out of Water Distribution in the Water & Sewer Utility

Budget Summary



PUBLIC WORKS FLEET MAINTENANCE (CONTINUED)

GL Number	\$	FY 2023	FY 2024		FY 2025		
		Actuals	Original Budget	Amended Budget As Of 6/30/2024	Proposed Budget	% Over/ (Under) FY 2024 Orig. Budget	\$ Over/ (Under) FY 2024 Orig. Budget
Wages							
001-316-512100-519-00000	SALARIES-REGULAR	124,908	148,072	148,072	142,696	-3.63%	(5,376)
001-316-514000-519-00000	SALARIES-OVERTIME	21	300	300	300	0.00%	-
001-316-515200-519-00000	SPECIAL PAY-LONGEVITY	-	1,500	1,500	1,500	0.00%	-
001-316-515700-519-00000	SPECIAL PAY-CELL PHONE	614	840	840	840	0.00%	-
Total Wages		125,543	150,712	150,712	145,336	-3.57%	(5,376)
Benefits							
001-316-521100-000-00000	BENEFITS-FICA	9,777	11,327	11,327	10,916	-3.63%	(411)
001-316-521200-000-00000	BENEFITS-RETIREMENT	15,208	34,455	34,455	19,450	-43.55%	(15,005)
001-316-521300-000-00000	BENEFITS-GROUP INSURANCE	14,662	19,026	19,026	19,555	2.78%	529
001-316-521400-000-00000	BENEFITS-WORKERS COMPENSATION	1,184	1,406	1,406	1,355	-3.63%	(51)
001-316-522800-000-00000	OTHER PAYROLL COSTS	187	-	-	-	0.00%	-
Total Benefits		41,018	66,214	66,214	51,276	-22.56%	(14,938)
Personnel Services		166,561	216,926	216,926	196,612	-9.36%	(20,314)
Operating Expenditures							
001-316-531316-519-00000	AERIAL CERTIFICATION*	339	2,000	2,000	2,100	5.00%	100
001-316-531317-519-00000	PERMITS-ENVIRONMENTAL*	1,822	1,650	1,650	1,650	0.00%	-
001-316-532401-519-00000	TRAVEL & PER DIEM	-	100	100	100	0.00%	-
001-316-532491-519-00000	EDUCATION & REGISTRATION*	-	800	800	850	6.25%	50
001-316-532541-519-00000	BOOKS & PUBLICATIONS*	800	1,000	1,000	1,000	0.00%	-
001-316-533431-519-00000	UTILITIES-ELECTRICITY	13,833	10,700	10,700	15,120	41.31%	4,420
001-316-533432-519-00000	UTILITIES-WATER & SEWER	1,624	1,100	1,100	2,105	91.36%	1,005
001-316-534110-519-00000	REPAIRS-EQUIPMENT*	2,985	5,000	5,000	5,250	5.00%	250
001-316-534130-519-00000	REPAIRS-VEHICLE*	11,403	15,000	15,000	30,000	100.00%	15,000
001-316-534160-519-00000	REPAIRS-BUILDING & PROPERTY	914	5,000	5,000	5,250	5.00%	250
001-316-534410-519-00000	MAINTENANCE-CONTRACTS*	3,302	7,500	7,500	7,500	0.00%	-
001-316-535150-519-00000	SUPPLIES-SHOP*	6,939	7,500	7,500	10,000	33.33%	2,500
001-316-535210-519-00000	SUPPLIES-UNIFORMS*	915	2,100	2,100	2,205	5.00%	105
001-316-535410-519-00000	SUPPLIES-SAFETY EQUIPMENT*	300	720	720	800	11.11%	80
001-316-535420-519-00000	SUPPLIES-MINOR TOOLS*	752	2,000	2,000	2,100	5.00%	100
001-316-535610-519-00000	SUPPLIES-VEHICLE*	18,771	42,000	42,000	50,000	19.05%	8,000
001-316-535620-519-00000	SUPPLIES-GAS & OIL	83,329	84,000	84,000	94,500	12.50%	10,500
001-316-535630-519-00000	WASTE-OIL & TIRES	497	1,500	1,500	2,000	33.33%	500
001-316-535650-519-00000	SUPPLIES-TIRES	15,362	16,000	16,000	16,800	5.00%	800
Operating Expenditures		163,887	205,670	205,670	249,330	21.23%	43,660
Departmental Capital							
001-316-564300-519-00000	EQUIPMENT & MACHINERY-COMPUTERS*	-	2,500	2,500	2,500	0.00%	-
001-316-564400-519-00000	EQUIPMENT & MACHINERY-VEHICLES*	-	-	-	48,890	0.00%	48,890
001-316-564700-519-00000	EQUIPMENT & MACHINERY-EQUIPMENT	-	70,000	70,000	25,000	-64.29%	(45,000)
Departmental Capital		-	72,500	72,500	76,390	5.37%	3,890
Public Works Fleet Maintenance Total		330,448	495,096	495,096	522,332	5.50%	27,236

*Related footnote on following page

PUBLIC WORKS FLEET MAINTENANCE (CONTINUED)

Public Works Fleet Maintenance- Footnote Detail

Account Name	Footnote Detail	FY 2025 Proposed Budget
Aerial Certification	Annual Safety Cert - Bucket Truck	2,100
	Total	2,100
Permits-Environmental	HM-03114 - Hazmat License	550
	STCM-4683 - Storage Tank Registration	550
	STO-02543 - Storage Tank Testing	550
	Total	1,650
Education & Registration	Training for Fleet Staff	850
	Total	850
Books & Publications	Vehicle manuals	1,000
	Total	1,000
Repairs-Equipment	Shop tools, air compressor, Fuel equipment & Lifts	5,250
	Total	5,250
Repairs-Vehicle	Contracted repairs	30,000
	Total	30,000
Maintenance-Contracts	Maintenance-Contracts-IWorq \$6500, Alarm \$900	7,500
	Total	7,500
Supplies-Shop	Repairs & Maintenance	10,000
	Total	10,000
Supplies-Uniforms	Uniform rental	2,205
	Total	2,205
Supplies-Safety Equipment	Boot allowance	800
	Total	800
Supplies-Minor Tools	Small Tools < \$1,000	2,100
	Total	2,100
Supplies-Vehicle	Repair & maintenance on vehicles and equipment	50,000
	Total	50,000
Equipment & Machinery-Computers	Per Replacement schedule, diagnostic computer	2,500
	Total	2,500
Equipment & Machinery-Vehicles	Replace 2007 F350 Vehicle # 3359	48,890
	Total	48,890
Equipment & Machinery-Equipment	Vehicle Lift	25,000
	Total	25,000

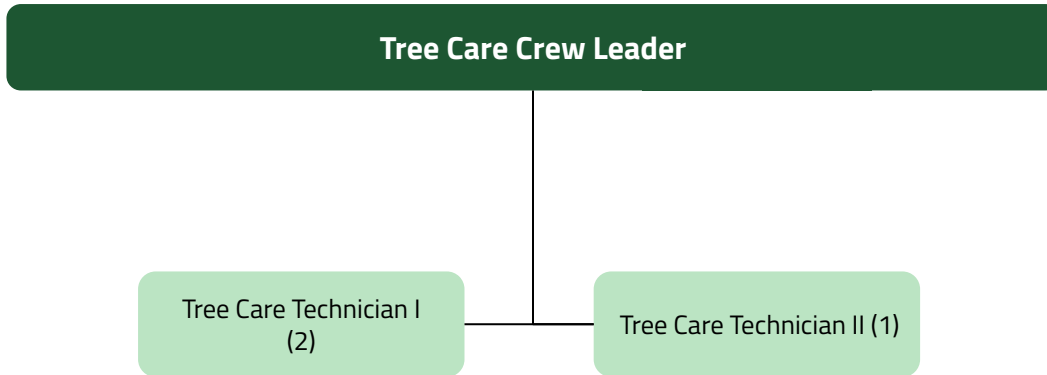
PUBLIC WORKS FLEET MAINTENANCE (CONTINUED)

Position#	Job Title Description	Regular Pay Rate Description	Regular Pay Rate Amount	Amount FY 24 Annual wages	FY 24 COLA	Merit Increase	FY 25 COLA	FY 25 Total Wages
001-316-0001	Fleet Services Supervisor	Salary	\$2,888.00	\$75,088.00	\$0.00	\$650.08	\$2,402.82	\$78,140.90
001-316-0002	Fleet Technician	Hourly	\$29.83	\$62,046.40	\$0.00	\$523.57	\$1,985.48	\$64,555.45
				\$137,134.40		\$1,173.65	\$4,388.30	\$142,696.35

PUBLIC WORKS TREE MAINTENANCE

Mission:

This new division will be responsible for city-owned roadway pavement and sidewalk repairs, tree trimming and concrete surface pressure cleaning. The funding for street and bridge maintenance comes out of the Road and Bridge Fund.



Goals for FY 2025:

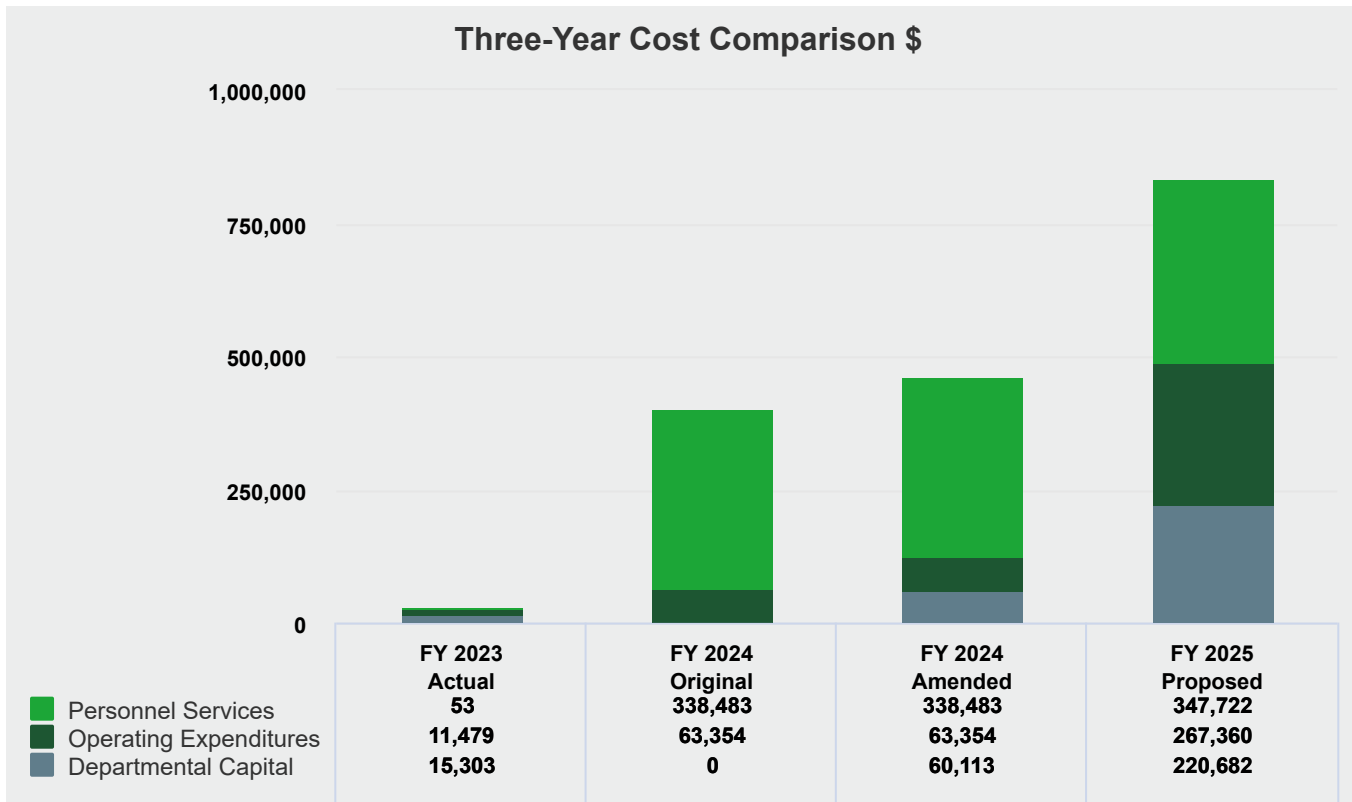
- > Provide support to city landscape beautification at city facilities and right-of-ways.
- > Provide support to city landscape beautification by trimming trees within city right-of-ways.
- > Prevent root intrusion into City-owned rights-of-way.
- > Timely remove designated hazardous trees.

PUBLIC WORKS TREE MAINTENANCE (CONTINUED)

Position Listing

Position Summary						
Full Time (FT)/Other	FY 2022		FY 2024		FY 2025 Proposed	
	FT	Other	FT	Other	FT	Other
Tree Care Crew Leader	-	-	1	-	1	-
Tree Care Technician II	-	-	-	-	1	-
Tree Care Technician I	-	-	-	-	2	-
Tradesworker I	-	-	1	-	-	-
Maintenance Tech II	-	-	1	-	-	-
Maintenance Tech I	-	-	1	-	-	-
Total	-	-	4	-	4	-
Full-Time Equivalent	-	-	4.0	-	4.0	-

Budget Summary



PUBLIC WORKS TREE MAINTENANCE

GL Number	\$	FY 2023	FY 2024		FY 2025		
		Actuals	Original Budget	Amended Budget As Of 6/30/2024	Proposed Budget	% Over/ (Under) FY 2024 Orig. Budget	\$ Over/ (Under) FY 2024 Orig. Budget
Wages							
001-317-512100-512-00000	SALARIES-REGULAR*	-	191,942	191,942	123,225	-35.80%	(68,717)
001-317-512100-572-00000	SALARIES-REGULAR	-	-	-	76,744	0.00%	76,744
001-317-514000-512-00000	SALARIES-OVERTIME	-	-	-	5,000	0.00%	5,000
Total Wages		-	191,942	191,942	204,969	6.79%	13,027
Benefits							
001-317-521100-000-00000	BENEFITS-FICA	-	14,684	14,684	15,298	4.18%	614
001-317-521200-000-00000	BENEFITS-RETIREMENT	-	26,047	26,047	36,411	39.79%	10,364
001-317-521300-000-00000	BENEFITS-GROUP INSURANCE	-	99,695	99,695	83,749	-15.99%	(15,946)
001-317-521400-000-00000	BENEFITS-WORKERS COMPENSATION	-	6,115	6,115	7,295	19.30%	1,180
001-317-522800-000-00000	OTHER PAYROLL COSTS	53	-	-	-	0.00%	-
Total Benefits		53	146,541	146,541	142,753	-2.58%	(3,788)
Personnel Services		53	338,483	338,483	347,722	2.73%	9,239
Operating Expenditures							
001-317-531220-541-00000	CONTRACT SERVICE-TREE TRIMMING*	-	-	-	200,000	0.00%	200,000
001-317-532310-544-00000	RENTAL-EQUIPMENT	-	7,200	7,200	7,560	5.00%	360
001-317-533434-543-00000	UTILITIES-SANITATION	-	5,000	5,000	-	-100.00%	(5,000)
001-317-534130-546-00000	REPAIRS-VEHICLE	-	4,000	4,000	4,200	5.00%	200
001-317-534710-553-00000	REPAIRS-ROAD & DRAINAGE	-	5,654	5,654	6,000	6.12%	346
001-317-534720-553-00000	REPAIRS-SIDEWALK & BIKEWAY	-	19,700	19,700	21,000	6.60%	1,300
001-317-535146-541-00000	SUPPLIES-TREES*	-	-	-	6,000	0.00%	6,000
001-317-535185-553-00000	SUPPLIES-SPECIAL*	11,479	5,700	5,700	6,000	5.26%	300
001-317-535210-552-00000	SUPPLIES-UNIFORMS	-	1,500	1,500	1,600	6.67%	100
001-317-535410-553-00000	SUPPLIES-SAFETY EQUIPMENT	-	3,600	3,600	3,000	-16.67%	(600)
001-317-535620-552-00000	SUPPLIES-GAS & OIL	-	11,000	11,000	12,000	9.09%	1,000
Operating Expenditures		11,479	63,354	63,354	267,360	322.01%	204,006
Departmental Capital							
001-317-564400-564-00000	EQUIPMENT & MACHINERY-VEHICLES	-	-	53,333	213,902	0.00%	213,902
001-317-564700-564-00000	EQUIPMENT & MACHINERY-EQUIPMENT	15,303	-	6,780	6,780	0.00%	6,780
Departmental Capital		15,303	-	60,113	220,682	0.00%	220,682
Public Works Tree Maintenance Total		26,835	401,837	461,950	835,764	107.99%	433,927

* Related footnote on following page

PUBLIC WORKS TREE MAINTENANCE

Public Works Tree Maintenance- Footnote Detail

Account Name	Footnote Detail	FY 2025 Proposed Budget
Rental-Equipment	Rental of specialized equipment that the City does not own	7,560
	Total	7,560
Supplies-Uniforms	Uniform Rental	1,600
	Total	1,600
Supplies-Safety Equipment	PPE	2,400
	Boot Allowance	600
	Total	3,000
Equipment & Machinery-Vehicles	From Original Dept Budget - Lease F350 Crew Cab & Landscape Truck	53,333
	Replace 1990 F700 50' Aerial Bucket Truck w Dump Body - Vehicle # 3098	160,569
	Total	213,902

PUBLIC WORKS TREE MAINTENANCE

Position#	Job Title Description	Regular Pay Rate Description	Regular Pay Rate Amount	Amount FY 24 Annual wages	FY 24 COLA	Merit Increase	FY 25 COLA	FY 25 Total Wages
001-317-0001	Tree Care Crew Leader	Hourly	\$ 35.10	\$ 73,008.00	\$ 0.00	\$ 1,400.15	\$ 2,336.26	\$ 76,744.41
001-317-0002	Tree Care Technician II	Hourly	\$ 20.00	\$ 41,600.00	\$ 0.00	\$ 1,654.88	\$ 1,331.20	\$ 44,586.08
001-317-0003	Tree Care Technician I	Hourly	\$ 17.90	\$ 37,234.08	\$ 0.00	\$ 693.67	\$ 1,191.49	\$ 39,119.24
001-317-0004	Tree Care Technician I	Hourly	\$ 19.00	\$ 39,520.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 39,520.00
				\$ 191,362.08		\$ 3,748.71	\$ 4,858.95	\$ 199,969.74

EMERGENCY MANAGEMENT

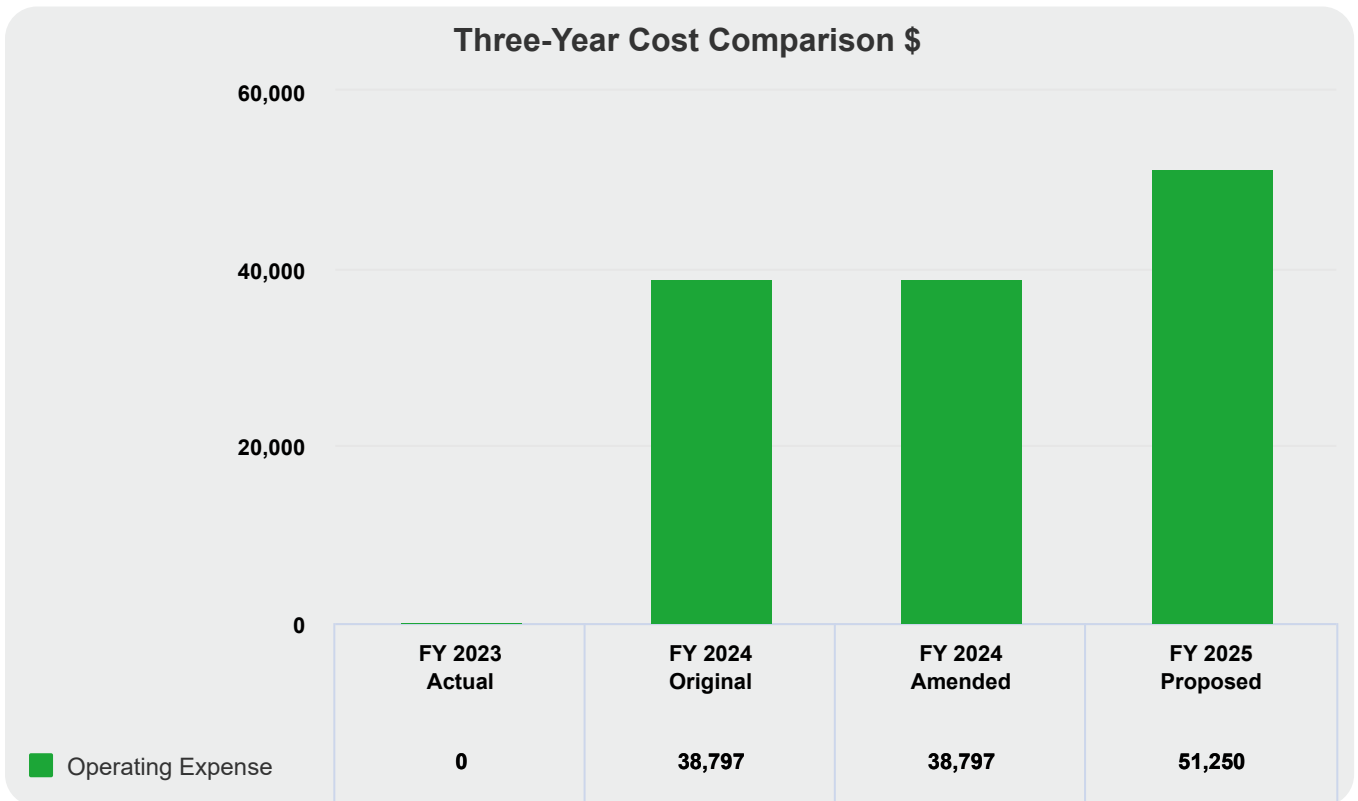
Budget Summary

Emergency Management

GL Number	\$	FY 2023	FY 2024		FY 2025		
		Actuals	Original Budget	Amended Budget As Of 6/30/2024	Proposed Budget	% Over/ (Under) FY 2024 Orig. Budget	\$ Over/ (Under) FY 2024 Orig. Budget
Operating Expenditures							
001-520-534415-521-00000	REAL TIME CRIME CENTER*	-	35,797	35,797	48,250	34.79%	12,453
Operating Expenditures		-	35,797	35,797	48,250	34.79%	12,453
Hurricane Expense							
001-520-536400-521-00000	HURRICANE EXPENSE*	-	3,000	3,000	3,000	0.00%	-
Hurricane Expense		-	3,000	3,000	3,000	0.00%	-
Emergency Management Total		-	38,797	38,797	51,250	32.10%	12,453

Emergency Management- Footnote Detail

Account Name	Footnote Detail	FY 2025 Proposed Budget
Real Time Crime Center	RTCC Hiperwall	16,000
	RTCC Maintenance	20,000
	CLK Fees from Motorola - Access to Vigilant Software	12,250
	Total	48,250
Hurricane Expense	Sandbags - Moved from PW Admin in FY24	3,000
	Total	3,000

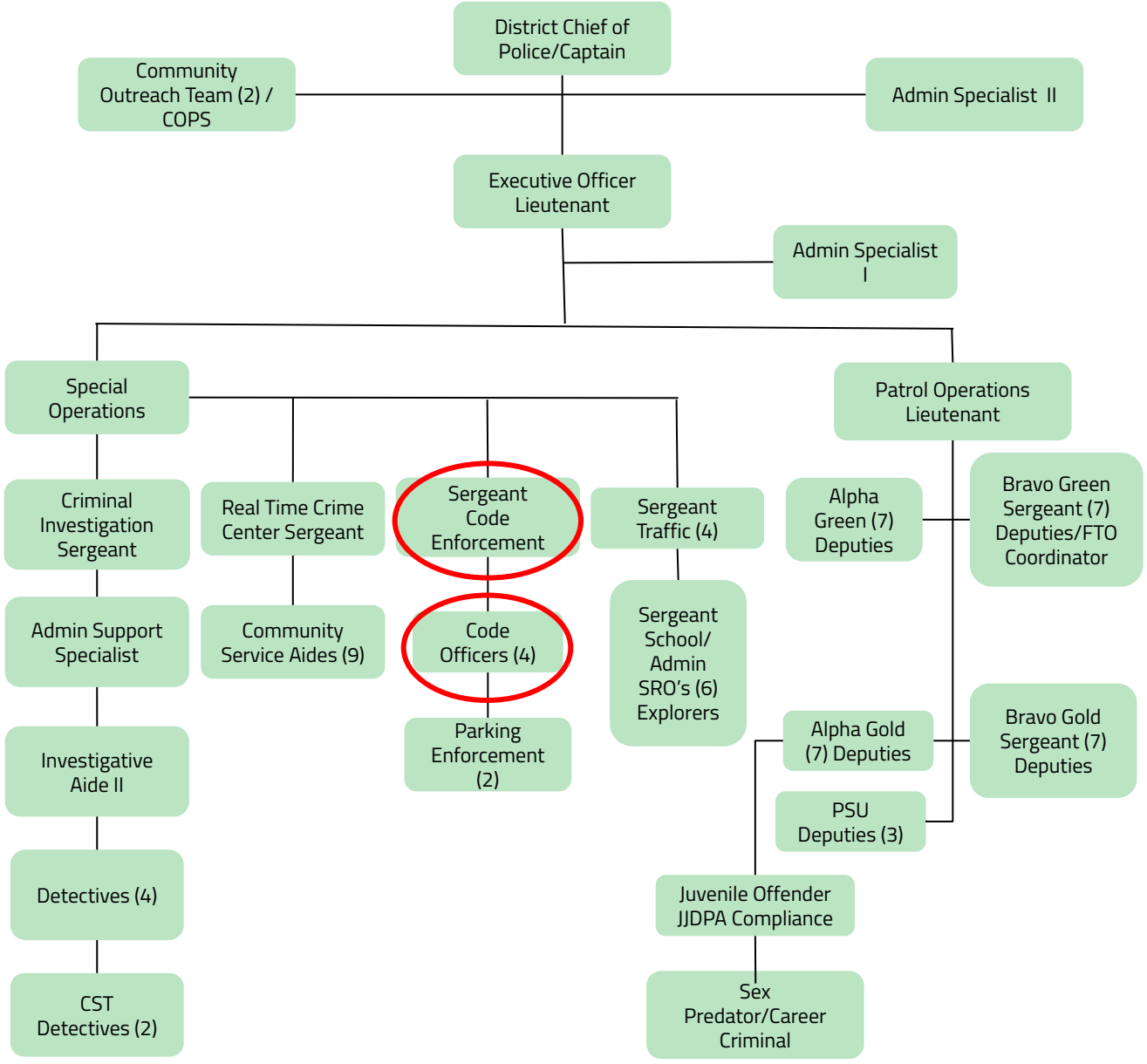


BROWARD SHERIFF'S OFFICE (BSO) CODE ENFORCEMENT

Mission:

The Code Enforcement Division's mission is to objectively and consistently enforce the Cooper City Code of Ordinances and Land Development Regulations, and to promote and protect the health, safety, welfare, and quality of life for residents, businesses, and visitors of the City through achieving voluntary compliance as set forth in the Florida Statutes Chapter 162.

Cooper City Organization Chart



BROWARD SHERIFF'S OFFICE (BSO) CODE ENFORCEMENT (CONTINUED)

FY 2024 Year to Date Accomplishments:

The City of Cooper City prioritized a city-wide revitalization plan in 2021, emphasizing the focus on targeting code maintenance deficiencies throughout the city's thoroughfares, commercial plazas, and residential neighborhoods. The Code Enforcement Team was an integral component of this endeavor and successfully: created an inventory of each and every business plaza and outparcel; identified and coordinated with the property managers and HOA president's or CAMS, and partnered with other city departments to both identify and rectify the maintenance deficiencies. Through a concerted and proactive effort, the city's revitalization plan was a huge success with noticeable visual impact and improvement. In 2022, Code Enforcement transitioned to a maintenance phase, and has instituted proactive code sweeps to incorporate targeted enforcement efforts of other city-wide concerns (e.g. commercial vehicles; bulk trash). Code has also regularly made recommendations for ordinance updates to the city. In addition, Code took over the city's new gate compliance initiative FY22/23, which was successfully brought into compliance within a three-month period. Further, the Code Enforcement Team was an important key component to the rollout of the city's new short-term rental ordinance to help curb quality-of-life concerns. Throughout FY23/24, each of these important accomplishments were continued through a proactive *maintenance program* to ensure compliance did not lapse. Additionally, in FY23/24 Code Enforcement successfully launched a new volunteer parking enforcement team which has acted as a force multiplier, helping to tackle city-wide commercial and residential parking concerns. Lastly, Code Enforcement worked diligently with the Community Development Department and City Attorney's Office to advocate the city's interest at magistrate, while bringing back recommended code changes to benefit the code compliance mission.

BSO CODE ENFORCEMENT (CONTINUED)

Goals for FY 2025:

Code Enforcement – The effective enforcement of property standards often leads to an enhancement of quality-of-life for residents and an increase of property values throughout the city. Deteriorated properties not only pose a risk to health and safety, but studies show they may also increase the amount of crime in an area. Therefore, the district seeks to increase efficiency and effectiveness in the Code Enforcement Team by streamlining processes while utilizing new software and technology to capture complaints and partner with stakeholders to bring about compliance.

OBJECTIVES:

- > Transition from the current code software hosted by iWorqs to fully integrate with the Community Development Department in a new, more interactive system by Accela.
- > Implement a new online citizen reporting procedure via Accela to streamline case management and code complaint tracking.
- > Create a transparency portal for residents to search active and historical code compliance cases.
- > Continue to proactively work with the community, city officials, and HOAs to identify problem areas and repeat offenders.
- > Collaborate with community organizations and state agencies, such as health departments and family services, to help bring offenders into compliance.
- > Partner with the city's PIO to create and distribute video series to help educate the public on new code changes and "top five" code complaints within the city.
- > Implement a proactive compliance sweep to help address systematic concerns in key parts of the city.
- > Leverage the RTCC and social media sites to identify and solve quality-of-life concerns in the community.
- > Initiate code compliance campaigns to strategically target key concerns during peak times of the year or recurring concerns, e.g., contact short-term rental owners ahead of holidays to reinforce compliance.
- > Work with the city to streamline communications between partnering departments to ensure real-time, relevant information is being shared that will assist in code compliance measures.

BROWARD SHERIFF'S OFFICE (BSO) CODE ENFORCEMENT (CONTINUED)

- > Conduct a job-task analysis to identify areas where time management, case assignment and / or other processes need to be reassessed and revamped.
- > Continually reallocate resources to match changing data and trends, city initiatives and priorities.
- > Maintain use of a code enforcement officer exclusively assigned to the city's commercial plaza revitalization and maintenance goal, commercial and residential gate compliance, and short-term rentals.

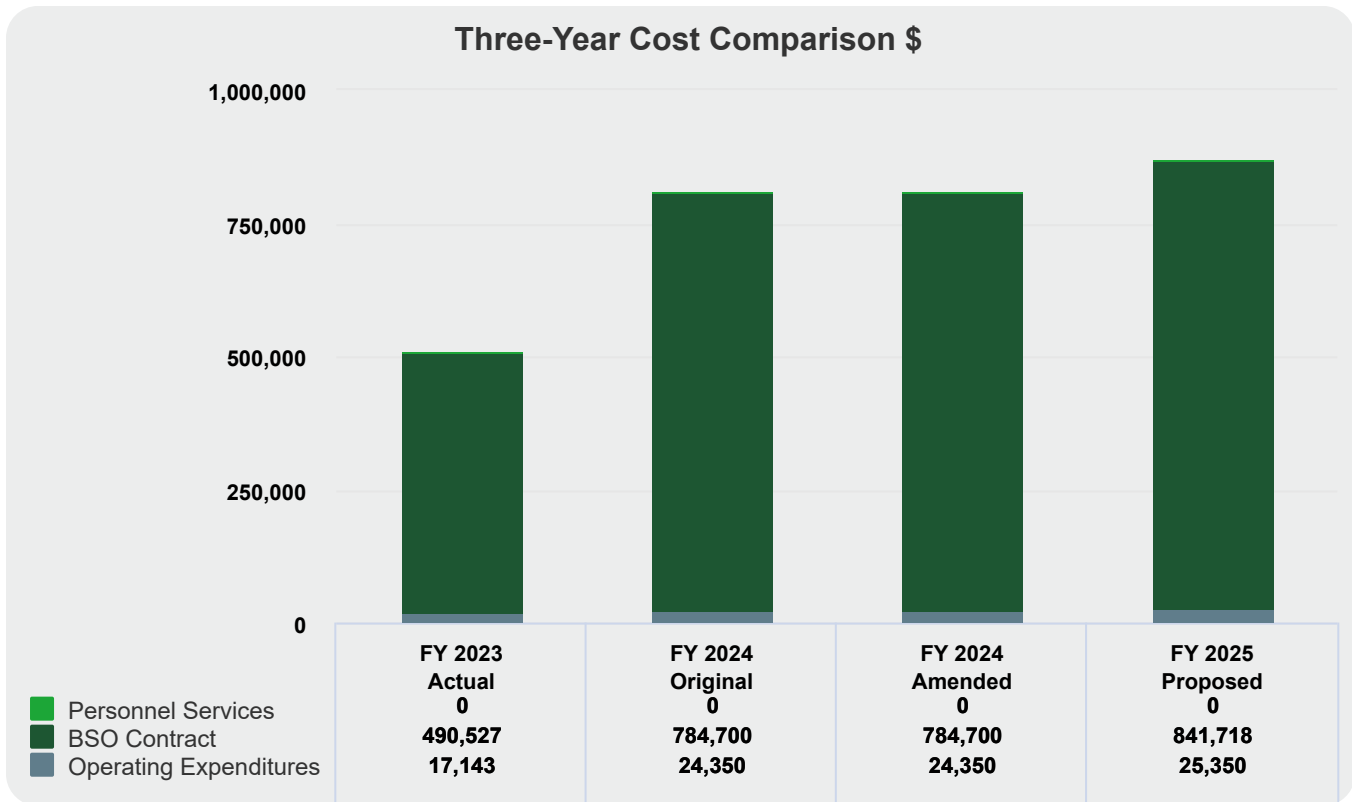
BROWARD SHERIFF'S OFFICE (BSO) CODE ENFORCEMENT (CONTINUED)

Position Listing

Position Summary						
Full Time (FT)/Other	FY 2023		FY 2024		FY 2025 Proposed	
	FT	Other	FT	Other	FT	Other
Sergeant - Code Enforcement*	-		1		1	
Code Enforcement Officers	4	-	4	-	4	-
Total	4	-	4	-	5	-
Full-Time Equivalent	4.0	-	4.0	-	5.0	-

*Added Sergeant - Code Enforcement in FY24.

Budget Summary



BROWARD SHERIFF'S OFFICE (BSO) CODE ENFORCEMENT

GL Number	\$	FY 2023	FY 2024		FY 2025		
		Actuals	Original Budget	Amended Budget As Of 6/30/2024	Proposed Budget	% Over/ (Under) FY 2024 Orig. Budget	\$ Over/ (Under) FY 2024 Orig. Budget
Operating Expenditures							
001-213-531150-524-00000	PROFESSIONAL SERVICES-LEGAL*	5,638	5,600	5,600	5,600	0.00%	-
001-213-534410-524-00000	MAINTENANCE-CONTRACTS*	5,750	5,750	5,750	5,750	0.00%	-
001-213-535170-524-00000	POSTAGE*	4,691	4,500	4,500	5,500	22.22%	1,000
001-213-535190-524-00000	SUPPLIES-OTHER*	1,064	3,500	3,500	3,500	0.00%	-
001-213-536603-524-00000	PROGRAM EXPENSE-FORECLOSED PROPERTY*	-	5,000	5,000	5,000	0.00%	-
Operating Expenditures		17,143	24,350	24,350	25,350	4.11%	1,000
Contract							
001-213-531281-524-00000	BROWARD SHERIFF'S OFFICE (BSO)	490,527	784,700	784,700	841,718	7.27%	57,018
Contract		490,527	784,700	784,700	841,718	7.27%	57,018
BSO - Code Enforcement Total		507,670	809,050	809,050	867,068	7.17%	58,018

*Related footnote on following page

BROWARD SHERIFF'S OFFICE (BSO) CODE ENFORCEMENT

BSO - Code Enforcement- Footnote Detail

Account Name	FY 2025 Footnote Detail	FY 2025 Proposed Budget
Professional Services-Legal	Magistrate Fees	2,400
	Recording Fees	3,200
	Total	5,600
Maintenance-Contracts	IWorq Services	5,750
	Total	5,750
Postage	Certified Mail	5,500
	Total	5,500
Supplies-Other	Forms (Parking Citations, City Code Complaints)	3,500
	Total	3,500
Program Expense-Foreclosed Property	Maintenance of Properties	5,000
	Total	5,000

BROWARD SHERIFF'S OFFICE (BSO) POLICE

Mission:

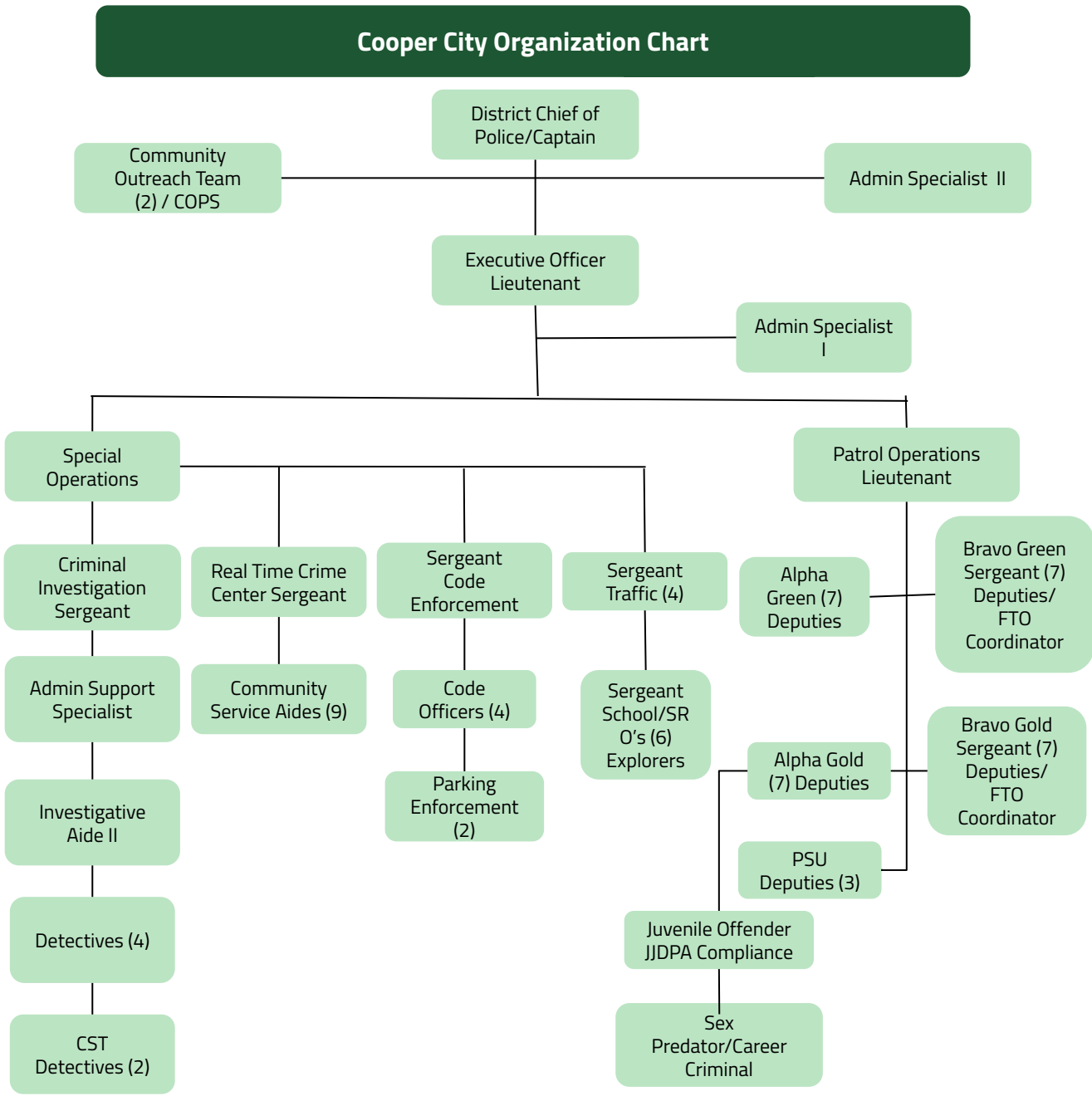
The Broward Sheriff's Office has provided law enforcement and code-compliance services for Cooper City since 2004. Home to more than 35,000 residents, Cooper City has long prided itself on its commitment to maintaining a beautiful, growth-managed city, reflected by its motto: *Someplace Special*. Additionally, Cooper City has a great reputation of being a safe city with excellent schools: it has been continually named one of the safest cities to live and raise a family in the State of Florida.

In promoting the city's motto and reputation, the mission of the BSO Cooper City District is to provide comprehensive law enforcement protection, address quality-of-life issues, and partner with the community while maintaining a hometown approach to public safety. Overall, the District Command is committed to providing excellence of service while looking to integrate the city's strategic plan, which lists proactive public safety as a primary goal, with BSO's strategic plan that prioritizes a community-engaged organization that leverages technology and, through strong leadership, is innovative.

To help fulfill that mission, the City contracts with BSO to employ various positions, for example: a district captain, executive lieutenant, patrol lieutenant, sergeants, deputies, crime analyst, community service aides/crime scene investigative aides, code enforcement and administrative support staff. Additionally, the City funds an apprehension K-9, bloodhound, Traffic Enforcement Unit, Crime Suppression Team (CST), Priority Service Unit (PSU), and a city-operated Real Time Crime Center. BSO Cooper City has a dedicated crime prevention deputy and a community involvement specialist to help build and maintain meaningful partnerships with residents.

The district has embraced the philosophy of community policing in all its daily operations and functions, working to further cultivate the long-standing partnership with its residents to help in the identifying, reducing, and preventing of problems that impact quality-of-life throughout the city. Further, BSO Cooper City maintains a robust community services program that provides both youth mentoring and crime prevention seminars. Additionally, the district has an active C.O.P. program, which is a valuable partnership with local volunteers who "report and observe" suspicious activity to their law enforcement team.

BROWARD SHERIFF'S OFFICE (BSO) POLICE (CONTINUED)



BROWARD SHERIFF'S OFFICE (BSO) POLICE (CONTINUED)

FY 2024 Year to Date Accomplishments:

- > Strategistico.com published their study on April 16, 2024 after review of crime data from the FBI's uniform crime reporting program and ranked the cities based on the per capita toll of crime per city. Cooper City was ranked #7 safest city in the state.
- > The City of Cooper City was ranked the #1 *safest small city* in the state by housely.com in an article published in January 2024.
- > According to CrimeGrade.org, Cooper City received an overall "A" for its low crime rate, naming the city 91% safer than all other cities in the state. To put into perspective, the only neighboring city with a similar score was the Town of SW Ranches. The men and women of the Broward Sheriff's Office are working hard to keep Cooper City a safe and secure place for our residents and visitors. Throughout October 1, 2022 – September 30, 2023, BSO responded to over 21,180 calls for service including, but not limited to, emergencies, enforced traffic laws, investigated complaints, and conducted proactive patrol. Our average response time is just under 2 minutes once the deputy receives the call for service.
- > In a continued effort to reduce costs and increase efficiency, we implemented software to enable electronic transfer of administrative documents and eliminated the need for the previous use of inter-office mail and couriers.
- > Cooper City BSO invested in new, innovative software / equipment to provide a more efficient and accountable method to track evidentiary submissions, eliminating the previous system which was cumbersome and antiquated.
- > Understanding that community involvement is paramount in crime prevention, we have made strides to increase public awareness and engage the community. We regularly distribute crime trend information and prevention strategies through several means, including social media, message boards, and flyers. We have held several community meetings to not only distribute information, but also encourage questions and suggestions from the community. We have also met with businesses to conduct surveys and randomly contacted residents to elicit feedback on our services. With laws regarding online communication changing, we also developed posters for our schools, called "Think Before You Post," to warn students about the consequences of online threats.
- > Our district is also committed to helping animals and understands the importance of pets to our residents. In the past, we have created adoption events within the city, called Adopt with a Cop, where shelter pets are brought on location to meet potential adopters. This particular year, we partnered with BCAC and the Humane Society to scale our Chip-A-Pet event, bringing additional free resources into the city to connect with our pet-loving residents.
- > As crime and community needs change, so do our tactics to combat and address it. This year, the district invested in additional fixed License Plate Readers (LPRs) for our RTCC to enhance safety, thwart potential offenses, and aid in investigations. This has assisted with anything from tactical operations, event planning, missing people searches, and devising traffic flow solutions.
- > Through the recent launch of our new Real-Time Crime Center, Cooper City BSO has leveraged technology to help solve crime, investigate traffic accidents and concerns, and remedy code or quality-of-life issues. FY23/24 has seen over 150 cases furthered or solved by the new RTCC.
- > Year after year, we have seen a reduction of crime in the city. The trend continued in FY23/24 with a 6% reduction in vehicle burglaries and a 36% decrease in residential burglaries. This is partly attributed to an increase of patrols and covert operations through our enhanced services MOU.

BROWARD SHERIFF'S OFFICE (BSO) POLICE (CONTINUED)

FY 23/24 Year to Date Accomplishments:

- > **Initiatives BSO has put forth to help curb dangerous driving:**
 - > Monthly Traffic crash analysis has indicated that most accidents are "rear-end collisions." Traffic operations targeting aggressive driving habits, such as following too closely, were instituted to help curb this trend.
 - > Directed enforcement in high target identified areas.
 - > Message boards with driving safety announcements.
 - > Conducted Traffic-related Operational Plans utilizing the county BASE grant.
 - > Prioritized sending deputies to speed measuring class for certification.
 - > This budget year we purchased additional speed radars for deputies.
 - > Cooper City High School in conjunction with BSO conducted a teen driver safety course.
 - > We utilized outside resources particularly in our highway unit to assist with traffic issues.
 - > Conducted a Comprehensive Traffic Study Plan to ease congestion around our Schools.
 - > Held various planning meetings with the school officials to implement these plans.
 - > Our City's population has expanded with new residences, businesses, and increased school enrollment; however, our traffic crashes have recently diminished. In 2020-2021, there were 706 crashes, in 2021-2022, 776 crashes, and in 2022-2023, we had 825 total crashes. However, in the current FY comparison (Apr '23 – Apr '24), we had 717 accidents which is an approx. 13% decrease. Additionally, in FY23/24 (to date) the district has issued 6,054 UTCs throughout the city, which is an increase of approx. 12%.
- > **Initiatives BSO has put forth to improve employee wellness and preparedness:**
 - > The Cooper City District will continue to reinvest in Broward Sheriff's Office employees, the most valuable commodity BSO has. The District Captain will continue to meet with employees annually to discuss career paths and provide guidance for success. District Command will work with employees who have a desire for promotion, or a desire to work in a specialized unit to achieve their goals. The Command will continue the Criminal Investigations shadowing program, allowing deputy sheriffs who want to move into investigative fields to work with district detectives to learn basic follow-up investigative techniques. Additionally, PSU will help train new deputies in proactive road techniques.

A nutrition program for employees.

- > A Defensive Tactics program teaching BJJ to better train deputies and reduce on-the-job injuries through enhanced techniques and subject control methods.
- > Firearms Initiative program to both encourage and equip deputies to be more proficient with their duty weapon.
- > This FY, LETF was utilized to purchase brand new gym equipment to refurbish the current gym. The new equipment will help reduce injuries / worker comp, while contributing to the health of the team.
- > A new mobile, biometric screening initiative was launched in partnership with Aetna, Labcorp, and the BSO Wellness Team to help provide on-the-job preventative screening.
- > Critical Incident Management Training for District Command.
- > Wellness classes and training for non-sworn staff.
- > An annual district health fair connecting employees with a holistic wellness team.

BSO POLICE (CONTINUED)

FY 23/24 Year to Date Accomplishments:

- > Santa Letters
- > Shred-A-Thon & Operation Medicine Cabinet
- > Active Killer Presentations for local schools and community partners
- > Continued to improve police response time.

BROWARD SHERIFF'S OFFICE (BSO) POLICE (CONTINUED)

- > Restructuring the district staffing to assign a dedicated Sergeant over our SROS, as well as a new Sergeant to oversee the city's RTCC.
- > Crime reduction by proactive enforcement plans and integration of technology
- > Oversight over the field implementation of a four phased, city-wide technology plan which has further expanded in FY 23/24.
- > Created and launched the new STARS Grant Program, connecting HOAs and non-profits with the city's new Real-Time Crime Center.
- > Created and launched new "missing person scent kits" to provide free to residents.
- > Reinstated free fingerprinting for Cooper City residents and businesses.
- > Developed and launched a brand-new parking enforcement team.
- > Researched new crime prevention programs and initiatives to introduce into the community.

Goals for FY 2025:

- > **Burglary Reduction** – In the 2022 vs. 2023 comparison, there was a 36% reduction in residential burglaries and a 6% reduction in vehicle burglaries. The launch of the City's 24/7 Real-Time Crime Center has helped to both prevent and solve burglaries, leading to the reduction(s). Nevertheless, BSO Cooper City is committed to a further reduction of burglaries in the community. To help accomplish this goal, the district will continue its two-prong strategy of education and enforcement, while aggressively pursuing investigations and regional partnerships. Further, there will be a continued effort to research and invest in the latest technologies to help combat and prevent burglaries.
 - > Utilize statistical analyses to identify crime patterns and effectively deploy resources during operational plan initiatives.
 - > Monitor social media, online classifieds, and law enforcement databases to identify criminal activity and stolen property.
 - > Expand collaboration with law enforcement partners/neighboring jurisdictions to enhance the distribution of criminal intelligence and strengthen investigative strategies.
 - > Disseminate prevention strategies to residents through community meetings, message boards, e-alerts, flyers, and websites.
 - > Collaborate with the Burglary Apprehension Team to work proactive investigations and target known offenders.
 - > Increase training opportunities for district patrol deputies and detectives to develop investigative skills and thereby increase clearance rates.
 - > Acquire new investigative technology, like PTZ cameras and additional LPRs, to assist in the identification and prosecution of offenders.
 - > Continue to assess the effectiveness, needs, and scalability of the brand-new Cooper City Real-Time Crime Center.
 - > Continual assessment of the implementation of the district's new Real-Time Crime Center to support the road patrol and criminal investigations mission, creating a cohesive field and post-crime response.
 - > Finalize the leveraging of the BSO Public-Private-Partnership with the newly created Cooper City S.T.A.R.S. grant initiative (Cooper City Safer Through Active Real-Time Strategies), gaining public support and enrollment from the local HOAs, business plazas, churches, and other strategic partners.
 - > Leverage the Citizens on Patrol program to more effectively deter crime through proactive patrol in response to actual crime trends, distribution of crime prevention flyers and A-frames, and liaison with deputies on any observed suspicious activity.
- > **Traffic** – Throughout the years, the population of Cooper City has steadily increased, which has added more traffic congestion; specifically, during school zone timeframes. Historically, complaints were prioritized and addressed by the two district Motor Unit deputies. In 2017, and again in 2022, a new traffic deputy was added to the district complement to specifically monitor and address traffic problems. In 2018, the tragedy at Marjory Stoneman Douglas High School resulted in legislation to enhance school safety, including the introduction of procedures to limit school property access. Given the infrastructure surrounding the schools, this measure has introduced

BROWARD SHERIFF'S OFFICE (BSO) POLICE (CONTINUED)

new traffic concerns as vehicles are now accumulating in travel lanes, swales, and residential neighborhoods. Further, there are various intersections within Cooper City that experience a higher-than-average number of traffic collisions. The district, therefore, is determined to alleviate congestion and increase roadway safety by implementing data-driven enforcement, educating the public of traffic patterns, partnering with city and county planners, while leveraging technology.

- > Maintain a dedicated supervisor to lead and manage the traffic team, coordinate the district's message board and radar equipment, review of crash data for informed resource deployment, and creation of bi-monthly traffic enforcement sweeps and surges to curb trends with both education and enforcement.
 - > Utilize statistical analyses to identify high incidents of complaints and violations to effectively deploy resources during operational plan initiatives.
 - > Review citizen complaints, collaborated with school officials, and monitored social media to identify and address traffic concerns.
 - > Purchase and utilize mobile radar signs not only to influence speed compliance, but also to gather statistical data for resource allocation and operational plan initiatives.
 - > Deploy resources to identify "hot spots" to match enforcement efforts to data analysis.
 - > Collaborate with traffic engineering and city planners to correct any traffic related design issues through long-term planning, to include widening of key roads and shoulders.
 - > Collaborate with the counter planners to add, replace, and review traffic signage.
 - > Participate with city partners in discussion and development of a traffic-calming plan.
 - > Deploy message boards to alert and educate drivers of traffic issues and patterns.
 - > Integrate the message board – equipped with PTZ cameras – with the local R.T.C.C., and FDOT local live-feeds, to real-time monitor traffic and school patterns.
 - > Leverage the Citizens on Patrol program to incorporate training and communication procedures to allow COP members to provide presence, discourage infractions, and notify deputies of congested areas.
 - > Identify and apply for traffic-related grants to increase staffing and traffic-compliance operations, e.g., FDOT's SRT grant tied to school traffic concern(s).
- > **Community Outreach & Crime Prevention** – to be successful in our law enforcement mission, it is recognized there needs to be a continued partnership with our local officials, residents and stakeholders. There is an increased need for community-oriented policing to build and maintain these types of relationships. Engagement with the community needs to be intentional and it needs to be regular. Further, outreach is recognized to work in conjunction with prevention. In building more meaningful relationships in the community, it is necessary to emphasize education and to teach our residents the importance of situational awareness, crime prevention, and personal safety.
- > Partner with the city to participate and support their Park & Recs programs and events.
 - > Participate and partner with the local chamber of commerce to build and maintain relationships within the business community.
 - > Partner with the local schools and principals in creating and participating in mentorship programs to foster better relationships between law enforcement and the next generation.
 - > Partner with religious institutions and establish ongoing channels of communication, such as quarterly discussion forums to address community / parishioner concerns.
 - > Perform CPTED surveys for homes and businesses in the community (Crime Prevention Through Environmental Design).
 - > Regular attendance and participation in local HOA meetings.
 - > Educating the public through investigative seminars hosted at local nursing homes, HOAs and other community groups, providing them with real-time crime prevention tips.
 - > Hosting community classes and seminars in the district's community meeting room, such as R.A.D (Rape Aggression Defense) and firearm safety courses.
 - > Establishing a culture of respectful communication between residents and law enforcement.

BROWARD SHERIFF'S OFFICE (BSO) POLICE (CONTINUED)

- Continuing partnership with the Juvenile Diversion Program to assist troubled juveniles and work to provide them resources and opportunity for success.
- Encourage the agency's Park, Walk and Talk campaign to increase interaction between law enforcement and the community.
- Develop a responsive, interactive relationship with the residents through the various social media channels, contemporary online platforms, and other trending means of communication. Relevant public safety posts and tips on an ongoing basis.
- Continued growth, investment, and management of the District's Police Explorer's program for youth, and the Citizen Observer Patrol for active community adults.
- Continual review, prioritization, and support of well-rounded district-sponsored calendar of events to touch all members of the community, i.e. the development and rollout of events that reach varying age groups, religious and non-religious backgrounds, social interests, targeted audiences (e.g. autistic community), sectors of the community, such as business and commercial-oriented, and so forth.

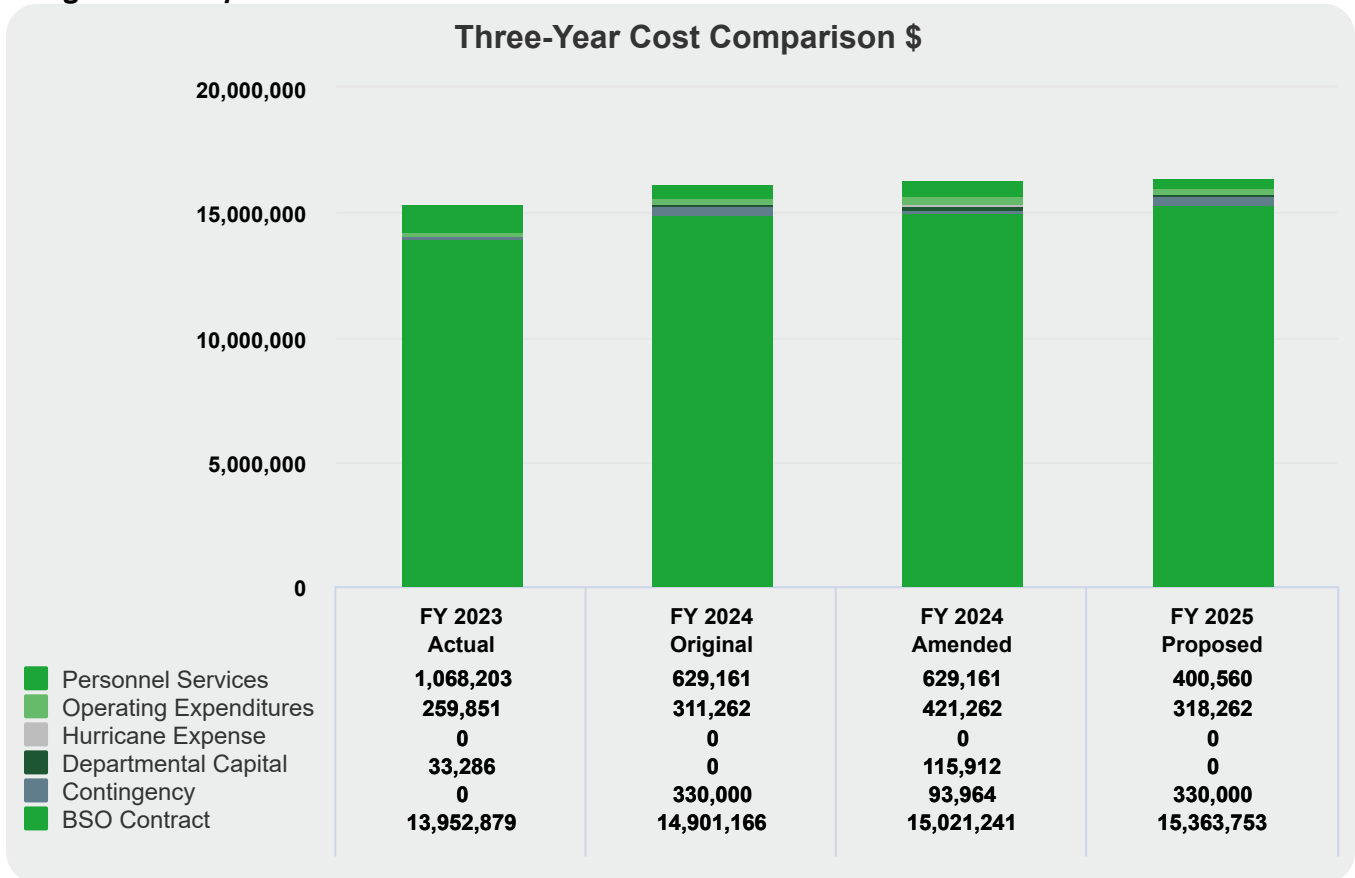
Position Listing

Position Summary						
Full Time (FT)/Other	FY 2023		FY 2024		FY 2025 Proposed	
	FT	Other	FT	Other	FT	Other
Captain	1	-	1	-	1	-
Lieutenant - Executive Officer	1	-	1	-	1	-
Lieutenant - Patrol	1	-	1	-	1	-
Sergeants	6	-	6	-	4	-
Sergeant - CI / CST	1	-	1	-	1	-
Sergeant - Traffic	1	-	1	-	1	-
Sergeant - Schools	-	-	1	-	1	-
Sergeant - RTCC	-	-	1	-	1	-
Deputies	31	-	32	-	32	-
Deputies - SROs	6	-	6	-	6	-
Detectives - CI / CST	6	-	6	-	6	-
Traffic/Motors	4	-	4	-	4	-
CSA	9	-	9	-	9	-
Administrative / Support	5	-	5	-	5	-
Total	72	-	73	-	73	-
Full-Time Equivalent	72.0		73.0		73.0	

*Administrative support is also provided by Police to Code Enforcement. The Supervisor assigned to Code is reflected in the Code Enforcement Position Listing Chart, effective FY 23/24.

BROWARD SHERIFF'S OFFICE (BSO) POLICE (CONTINUED)

Budget Summary



BROWARD SHERIFF'S OFFICE (BSO) POLICE

GL Number	\$	FY 2023	FY 2024		FY 2025		
		Actuals	Original Budget	Amended Budget As Of 6/30/2024	Proposed Budget	% Over/ (Under) FY 2024 Orig. Budget	\$ Over/ (Under) FY 2024 Orig. Budget
Benefits							
001-510-521201-521-00000	BENEFITS- RETIREMENT (RETIREEES)	417,132	288,525	288,525	328,812	13.96%	40,287
001-510-521202-521-00000	BENEFITS - RETIREMENT*	651,071	340,636	340,636	71,748	-78.94%	(268,888)
	Total Benefits	1,068,203	629,161	629,161	400,560	-36.33%	(228,601)
	Personnel Services	1,068,203	629,161	629,161	400,560	-36.33%	(228,601)
Operating Expenditures							
001-510-531210-521-00000	CASUAL & CONTRACT LABOR*	111,567	90,000	200,000	90,000	0.00%	-
001-510-531291-521-00000	CONTRACTUAL SERVICES-CROSSING GUARDS	131,919	190,262	190,262	190,262	0.00%	-
001-510-533432-521-00000	UTILITIES-WATER & SEWER	15,027	11,000	11,000	18,000	63.64%	7,000
001-510-535110-521-00000	SUPPLIES-OFFICE	1,338	-	-	-	0.00%	-
001-510-536100-521-00000	PROGRAM EXPENSE-EXPLORER	-	10,000	10,000	10,000	0.00%	-
001-510-536616-521-00000	PROGRAM EXPENSE-CRIME PREVENTION	-	10,000	10,000	10,000	0.00%	-
	Operating Expenditures	259,851	311,262	421,262	318,262	2.25%	7,000
Departmental Capital							
001-510-564300-521-00000	EQUIPMENT & MACHINERY-COMPUTERS	2,270	-	-	-	0.00%	-
001-510-564700-521-00000	EQUIPMENT & MACHINERY-EQUIPMENT	31,016	-	115,912	-	0.00%	-
	Departmental Capital	33,286	-	115,912	-	0.00%	-
Contingency							
001-510-599000-521-00000	CONTINGENCY	-	330,000	93,964	330,000	0.00%	-
	Contingency	-	330,000	93,964	330,000	0.00%	-
Contract							
001-510-531281-521-00000	BROWARD SHERIFF'S OFFICE (BSO)*	13,952,879	14,901,166	15,021,241	15,363,753	3.10%	462,587
	Contingency	13,952,879	14,901,166	15,021,241	15,363,753	3.10%	462,587
	BSO - Police Total	15,314,219	16,171,589	16,281,540	16,412,575	1.49%	240,986

*Related footnote on following page

BROWARD SHERIFF'S OFFICE (BSO) POLICE

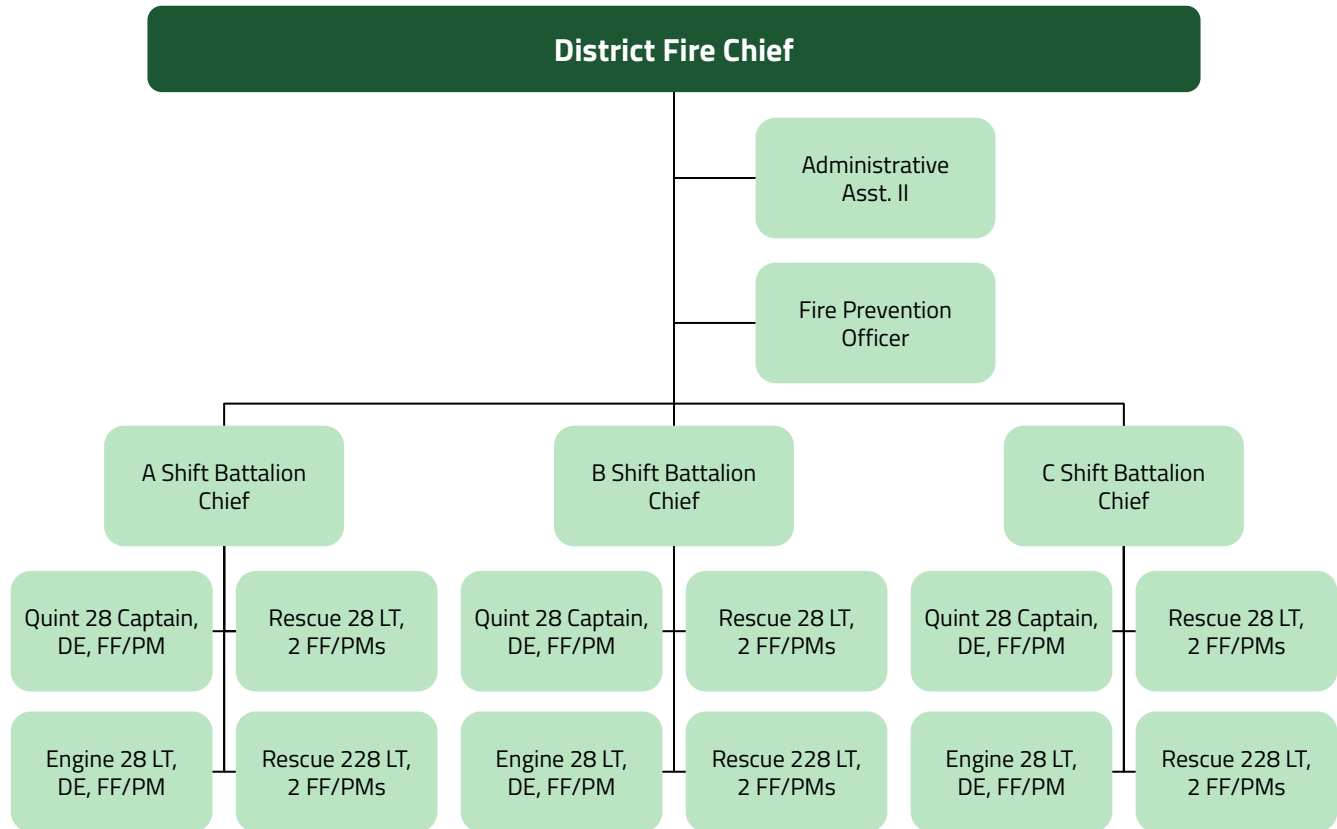
BSO - Police- Footnote Detail

Account Name	Footnote Detail	FY 2025 Proposed Budget
Benefits-Retirement (Retirees)	State Contribution (Pass thru from Revenue Acct)	328,812
	Total	328,812
Casual & Contract Labor	Overtime/Special Details	90,000
	Total	90,000
Broward Sheriff'S Office (Bso)	ARPA BSO Public Safety	(534,269)
	Contracted - BSO Consideration	17,107,240
	Code Enforcement	(841,718)
	ARPA BSO Restoration	(367,500)
	Total	15,363,753
Program Expense-Explorer	Moved from Fund 106 Police Confiscation in FY24	10,000
	Total	10,000

BROWARD SHERIFF'S OFFICE (BSO) FIRE

Mission:

The Broward Sheriff's Office, Department of Fire Rescue and Emergency Services, will provide the City of Cooper City, its residents, and visitors the highest quality of fire suppression, fire prevention, emergency medical services, educational programs, and community events using highly skilled and technically trained professional firefighter/paramedics and civilian staff members.



Note - Battalion chiefs are assigned to Station 17. Also, four vehicles per shift with three fire rescue personnel per vehicle are 36 positions. 52 personnel are assigned to ensure coverage due to leave, rotation balancing (Kelly days), training, and other requirements.

FY 2024 Year to Date Accomplishments:

- > The city purchased a new Fire Engine, Rescue, and Ladder Truck (Quint). The Fire Engine was delivered in 2023 and is in service at Station 28. The new rescue will be completed and arrive in 2024. The ladder truck is scheduled to arrive in 2025.
- > The city is being asked to purchase a second rescue truck, similar to the first rescue truck. This vehicle is still pending as various funding sources are considered.
- > In 2023 Impact windows and doors were installed throughout station 28.
- > Our Life Safety Educators instructed numerous families on how to install and use their infant/child car seats properly. This is an ongoing service provided by BSO Life Safety Educators.
- > Our Life Safety Educators, CERT members, and BSO firefighter paramedics continuously train residents, HOA members, business owners, and Cooper City employees in hands-on CPR as well as American Heart Association certified CPR, Choking Victim rescue, utilization of Stop the Bleed tourniquets, and how to use an Automatic External Defibrillator (AED).
- > Fire life safety educators and Station 28 crew members held multiple life safety programs and community events throughout the city reaching over one thousand people, which included schools, organizations, and community groups, teaching the message of fire prevention and life safety.

BROWARD SHERIFF'S OFFICE (BSO) FIRE (CONTINUED)

- > Cooper City's Santa Program is a successful event that raises funds to support scholarships for Cooper City High School students to attend a local fire academy and/or Emergency Medical Technician courses. In 2024, the department awarded four \$2,000 scholarships to graduating seniors of Cooper City High School who are pursuing a career in Fire and/or EMS occupations.
- > Station 28 held multiple community events including Autism Awareness, National Night Out, and Eat to the Beat. Station 28 personnel also attended multiple schools to provide fire prevention messages and have static displays of fire department equipment and apparatus.
- > Founder's Day was attended by BSO HazMat, BSO TRT, BSO Air Rescue, CERT, BSO LSEs, and Station 28 units.
- > AirSafe exhaust removal systems were serviced including a new filter system for each of the four units. These units filter out vehicle exhaust when trucks are running in the bay, so firefighters do not breathe the exhaust fumes that have been found to cause cancer.
- > The battery replacement smoke detector program for residents continued to be a great service offered by BSO throughout 2024. This service provides for fire department crews to come to residents' homes and replace batteries in existing smoke detectors or add new smoke detectors if needed.
- > A new security camera system was installed to cover the outside of Station 28 including the parking area.
- > Provided the firefighting crews with four new Thermal Imaging Cameras to see heated objects such as fire inside the walls of a structure, or a person or animal inside the structure.

Goals for FY 2025:

- > Upon the arrival of the new rescue vehicle in 2024, it may provide the opportunity to have a spare rescue unit that can be utilized as a detail vehicle or a backup unit when the front-line vehicle goes out for maintenance.
- > Upgrade the existing CERT vehicle to a new converted box truck or rescue truck.
- > Purchase a new second rescue vehicle as these vehicles have a build time of 2 years.
- > Start a TEEN CERT basic training program for students at Cooper City High School.
- > Continue to hold the Cooper City/Davie Autism event at Fire Station 28 and provide Autism Awareness training for the Station 28 firefighting personnel.
- > Deliver age-appropriate first aid training to elementary, middle, and high school groups.
- > Continue the hydrant design painting with the art students at the various schools within Cooper City.
- > Update the city-wide map in the bay with multiple layers reflecting topography.
- > Refurbish Station 28 including resurfacing the bay floor, pressure cleaning, and painting the apparatus bay.
- > Refurbish Station 28 by adding an Emergency Operations Center and Training Room.
- > Install a staircase for the 3-story training tower at Station 28.
- > Extend the bunk room at Station 28 to provide individual bunking quarters for the separation of male and female firefighters.
- > Re-surface the parking lot in front of the Fire Station.
- > Continuing to have the Fire life safety educators and Station 28 crew members hold multiple life safety programs and community events throughout the city reaching students, residents, and visitors to Broward County, which includes schools, organizations, and community groups, teaching the message of fire prevention and life safety.
- > Continue Cooper City's Santa Program which has been a successful event that raises funds to support scholarships for Cooper City High School students to attend a local fire academy and/or Emergency Medical Technician courses. In 2024, the department awarded four \$2,000 scholarships to graduating seniors of Cooper City High School who are pursuing a career in Fire and/or EMS occupations. Looking forward to another successful year in 2025.
- > Cooper City schools are already signing up for interactive, fun, and educational presentations with our Fire Rescue Public Education unit. This will include fire truck tours with our firefighters.
- > Recertified Station 28 personnel in Advanced Cardiac Life Support (ACLS) and Basic Life Support (BLS).
- > Continue to provide junk cars for extrication training to enhance firefighting skills.

BROWARD SHERIFF'S OFFICE (BSO) FIRE (CONTINUED)

- > Maintain the smoke detector/battery replacement program for Cooper City residents.
- > Provide new hose and tools in anticipation of the Cooper City Ladder Truck (Quint) delivery which is scheduled to take place in August of 2025.
- > Implement new software for pre-fire planning, hydrant flushing, and inspection overview.
- > Purchase battery-operated extrication tools for E28 and Q28.
- > Purchase two battery-operated tower lights to provide better visibility at night on emergency scenes.
- > Purchase 4 new thermal imaging cameras to complete the goal of one per position.
- > Promote a new Fire Prevention Lieutenant for Cooper City due to the retirement of the existing Fire Prevention Lieutenant at the end of 2024.
- > Continue the Hydrant Design Program by having art students from the various schools within Cooper City paint the fire hydrants with their designs to bring color and distinctiveness to the community.
- > Support the events from our elected officials such as the breakfast with principals, the Chess Challenge, and many other events throughout the year.

BROWARD SHERIFF'S OFFICE (BSO) FIRE (CONTINUED)

Performance Measures:

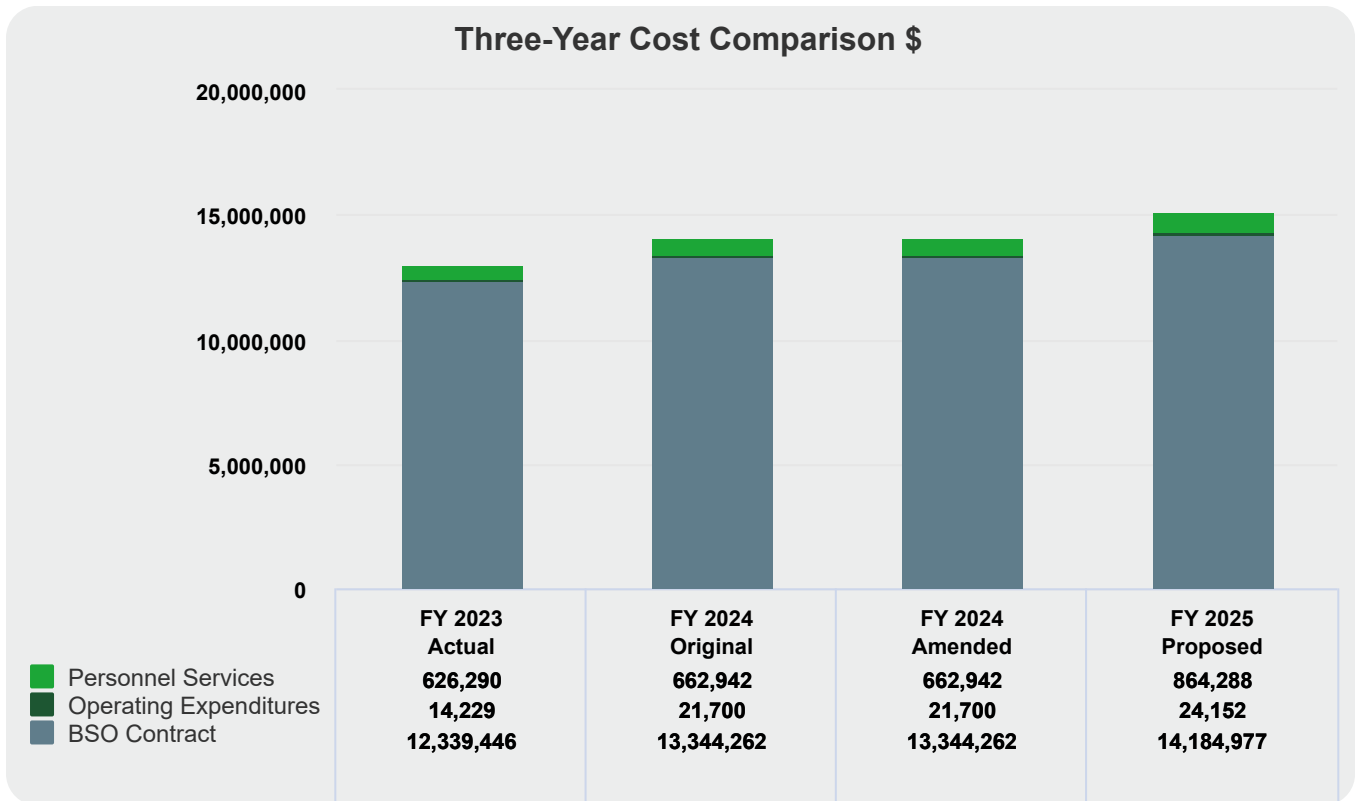
Performance Measure	Indicator	FY 2022 Results	FY 2023 Results	FY 2024 (YTD Results through June)	FY 2025 Target
Fire	Number of fires reported	22	22	14	20
Rupture or Explosion	Number of ruptures or explosions reported	1	1	1	2
Emergency Medical Service (EMS)	Number of EMS calls	2,026	2,367	2,567	2,767
Hazardous Condition	Number of hazardous conditions reported	48	35	41	45
Service Call	Number of service calls	185	254	199	220
Good Intent Call	Number of good intent calls	257	362	399	440
False Alarm	Number of false alarms	211	239	262	300
Severe Weather	Number of severe weather instances	5	2	4	8
EMS Transports	Number of EMS transports	1,413	1,649	1,809	2,000
Mutual Aid Given	Number of incidents where mutual aid was provided	21	331	436	475
Mutual Aid Received	Number of incidents where mutual aid was received	53	224	304	334
Fire Hydrants Maintained	Number of fire hydrants maintained within the City	1,231	1,231	1,231	1,231
Fire Inspections	Number of fire inspections maintained annually	876	876	876	876

BROWARD SHERIFF'S OFFICE (BSO) FIRE (CONTINUED)

Position Listing

Position Summary						
Full Time (FT)/Other	FY 2023		FY 2024		FY 2025 Proposed	
	FT	Other	FT	Other	FT	Other
District Fire Chief	1.0	-	1.0	-	1	-
Fire Prevention Officer	1.0	-	1.0	-	1	-
Administrative Assistant II	1.0	-	1.0	-	1	-
Captains	4.0	-	4.0	-	4	-
Lieutenants	12.0	-	12.0	-	12	-
Driver Engineers	10.0	-	10.0	-	10	-
Firefighter Paramedics	26.0	-	26.0	-	26	-
Total	55	-	55	-	55	-
Full-Time Equivalent	55.0	-	55.0	-	55.0	-

Budget Summary



BROWARD SHERIFF'S OFFICE (BSO) FIRE

GL Number	\$	FY 2023	FY 2024		FY 2025		
		Actuals	Original Budget	Amended Budget As Of 6/30/2024	Proposed Budget	% Over/ (Under) FY 2024 Orig. Budget	\$ Over/ (Under) FY 2024 Orig. Budget
Benefits							
001-610-521201-521-00000	BENEFITS-RETIREMENT (RETIREEES)	626,290	662,942	662,942	864,288	30.37%	201,346
	Total Benefits	626,290	662,942	662,942	864,288	30.37%	201,346
	Personnel Services	626,290	662,942	662,942	864,288	30.37%	201,346
Operating Expenditures							
001-610-531100-522-00000	PROFESSIONAL SERVICES*	5,607	5,700	5,700	5,700	0.00%	-
001-610-533432-522-00000	UTILITIES-WATER & SEWER	5,130	5,000	5,000	7,452	49.04%	2,452
001-610-535185-522-00000	SUPPLIES-SPECIAL*	300	5,000	5,000	5,000	0.00%	-
001-610-536502-522-00000	PROGRAM EXPENSE-CERT*	3,192	6,000	6,000	6,000	0.00%	-
	Operating Expenditures	14,229	21,700	21,700	24,152	11.30%	2,452
Contract							
001-610-531281-522-00000	BROWARD SHERIFF'S OFFICE (BSO)*	12,339,446	13,344,262	13,344,262	14,184,977	6.30%	840,715
	Contract	12,339,446	13,344,262	13,344,262	14,184,977	6.30%	840,715
	BSO - Fire Total	12,979,965	14,028,904	14,028,904	15,073,417	7.45%	1,044,513

* Related footnote on following page

BSO - Fire- Footnote Detail

Account Name	Footnote Detail	FY 2025 Proposed Budget
Benefits-Retirement (Retirees)	Employer Contribution	582,395
	State Contribution	281,893
	Total	864,288
Professional Services	Property Appraiser's Fire Assessment Processing Fee	5,700
	Total	5,700
Broward Sheriff's Office (Bso)	Contracted - From Consideration Letter	14,148,122
	Ladder Tools from FY24	36,855
	Total	14,184,977
Supplies-Special	CPR Cards & Books	5,000
	Total	5,000
Program Expense-Cert	CERT Supplies & Events	6,000
	Total	6,000

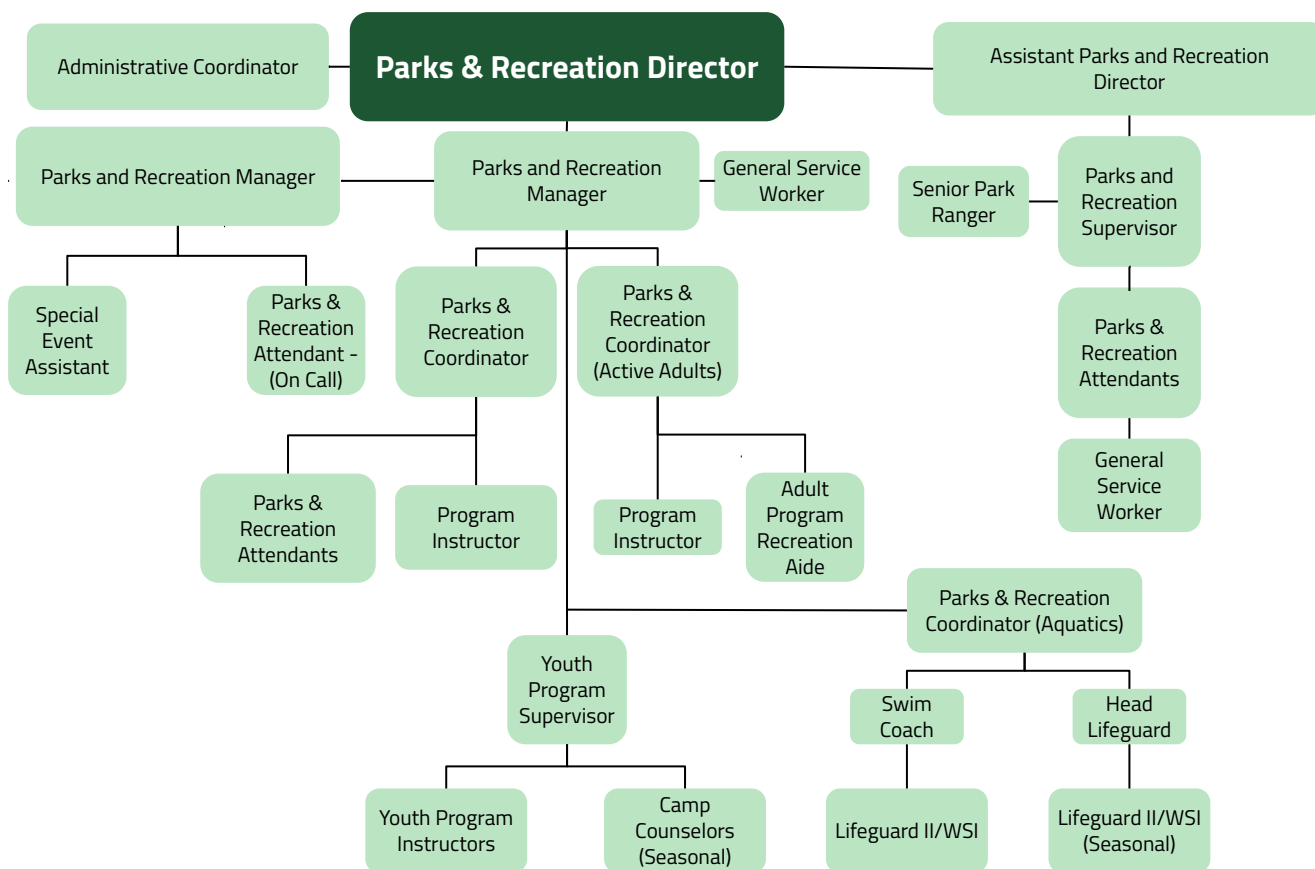
PARKS AND RECREATION

Mission Statement:

Provide the highest level of customer service through recreational and leisure opportunities for the residents through a variety of activities, programs and social experiences resulting in an enhancement of the quality of life for Cooper City residents.

Overview:

Cooper City’s Parks and Recreation Department is dedicated to keeping Cooper City *Someplace Special*. The Department is committed to being able to provide strong social, cultural and physical programming through innovative experiences. Activities vary with a selection of programming for residents of all ages, including youth activities, aquatic programming, adult programming, fitness opportunities and more! Innovative services and programming can be found at the two multi-faceted Community Centers. To accomplish community related objectives, the Department continues its involvement in the coordination of numerous community Special Events throughout the year. The park operations consist of twenty-one neighborhood parks and three sports complexes. The Parks and Recreation Department is dedicated to providing a sense of community through social and cultural experiences for all to enjoy.



PARKS AND RECREATION (CONTINUED)

FY 2024 Year to Date Accomplishments:

- > Hosted 23 Annual Special Events, additionally including 4-6 support events (various departments/divisions)
- > Increased and collaborated with local organizations to expand on programming opportunities
- > Increased attendance and participation for smaller events
- > Increased and improved enrollment for in-house aftercare program and various camps
- > Increased contractual programming at the Community Center and Pool and Tennis Center
- > Awarded the 49th Year of Community Development Block Grant (CDBG)
- > Applied for the 50th Year of Community Development Block (CDBG)
- > Hosted first Pickleball Glow Event
- > Implemented Instructor Permit Program
- > Codified Community Partner Program
- > Incorporated and enhanced Sensory Tent to elaborate on Autism Friendly Designation
- > Began the beginning phases of the Parks and Recreation Masterplan
- > Reviewing and updating existing ordinances and resolutions
- > Replace heater and chiller system for the Community Pool
- > Purchased 20x20 Branded Parks and Recreation tent to promote marketing for the Department
- > Formal monitoring and review compliancy of Optimist Sports Programs
- > Revitalized and host of a successful chess program
- > Implementation of the Summer Camp app to allow better communication to parents/guardians
- > Execution of Webtrac for patrons to have the ability to register for certain programs and events
- > Hosted and Coordinated efforts for the Maccabi games to be played in various facilities
- > Continue to oversee Crossing Guard contract and concerns relative to crossing needs

Goals for FY 2025:

- > Continue the various phases of the Parks and Recreation Master Plan
- > Host 26 Annual Special Events, additionally including 4-6 support events (various departments/divisions)
- > Create a Teen Club to help engage the Teens in the Community (addition to Teen Council)
- > Identify the need for Teen Service Days – Community Service opportunities (to incorporate bridging the gap with seniors)
- > Create a formal sponsorship packet and possibly identify a sole sponsor for the Sensory Tent
- > Work in collaboration with Purchasing to have the ability to utilize formal contracting options
- > Host an appreciation end of the year event for Teen volunteers
- > Continue/establish an annual Glow Pickleball event
- > Continue to promote the Parks and Recreation marketing brand
- > Reintroduce a dog friendly event at the new dog park, located in Flamingo Park
- > Create an annual Poster/T-shirt design contest for Annual Founders Day event
- > Create a fee for Veterans by establishing a Military Discount for Department programming/amenity use
- > Continue to expand and offer new program opportunities for our Active Adults
- > Continue to remain within market range with the established Department Fee Schedule

PARKS AND RECREATION

Performance Measures:

Performance Measure	Indicator	FY 2023 Results	FY 2024 Result	FY 2025 Target
Adult/Senior Program Class Registration	# of participants registered in adult/senior programs	163		200
Adult/Senior Program Class Attendance	# of participants attending adult/senior programs	8,230		9,000
Youth Program Class Registration	# of participants registered in youth programs	715	221	
Youth Program Class Attendance	# of participants attending youth programs	8,994	9,753	10,000
Optimist Sport Registration	# of participants registered in sports programs			
Annual Special Events	# of Special Events	26	26	26
Special Event Attendance	# of attendees at Special Events	16,250	17,802	18,550
Aquatic Program Registration	# of participants registered in aquatic programs	692		750
Aquatic Program Attendance	# of participants attending aquatic programs	2,958		3,500
Youth Camp Registration	# of participants registered in youth camp programs	515	397	550
Youth Camp Attendance	# of campers attending youth camps	1,365	1,217	1,400
Volunteer Hours Served	# of volunteer hours served by volunteers	2,487	2,100	2,500
Facility Rentals (Private/Non-Profit paid rentals)	# of facility rentals	141	99	125
Park and Pavilion Rentals (Private/Non-Profit paid rentals)	# of park and pavilion rentals	625	401	550
Community Meetings Held	# of community meetings held at Community Centers	105	20	110
Pool, Fitness Room, Basketball, Volleyball & Tennis Court attendance	# of attendees utilizing amenities at the Pool and Tennis Center	22,572	24,351	26,000
Senior Adult Transportation	# of riders utilizing Recreation's transportation	2,810		3,500
Grants Received	# of grants received	1	1	1
Capital Projects Completed	# of Capital Projects completed	-	-	-

PARKS AND RECREATION

Position Listing

Position Summary						
Full Time (FT)/Other	FY 2023		FY 2024		FY 2025 Proposed	
	FT	Other	FT	Other	FT	Other
Parks & Recreation Director	1	-	1	-	1	-
Parks & Recreation Manager ⁽¹⁾	-	-	1	-	2	-
Parks & Recreation Supervisor	1	-	1	-	-	-
Parks & Recreation Coordinator - Aquatics ⁽²⁾	-	-	-	-	1	-
Parks & Recreation Coordinator - Active Adult ⁽³⁾	-	-	-	-	1	-
Parks & Recreation Coordinator ⁽⁴⁾	2	-	2	-	1	-
Administrative Coordinator ⁽⁶⁾	-	-	-	-	1	-
Senior Administrative Specialist	1	-	1	-	-	-
Adult Program Specialist	1	-	1	-	-	-
Facility & Recreation Assistant (Maintenance)	2	-	2	-	2	-
Senior Park Ranger	1	-	1	-	-	-
Aquatics Program Specialist	1	-	1	-	-	-
Head Lifeguard	1	-	1	-	1	-
Special Events Assistant ⁵	-	-	1	-	1	-
Adult Program Aide - PT	-	1	-	1	-	2
Facility Attendant - PT	-	7	-	7	-	7
Park Attendant - PT	-	7	-	7	-	-
Youth Program Supervisor - PT	-	-	-	-	-	1
Youth Program Instructor - PT	-	8	-	8	-	7
Swim Coach/Office Assistant - PT	-	1	-	1	-	1
Lifeguards - PT	-	3	-	3	-	4
Instructors - PT	-	2	-	2	-	2
Recreation Attendant - On Call	-	1	-	1	-	1
Life Guards - Seasonal	-	7	-	7	-	8
Camp Counselors - Seasonal	-	16	-	16	-	16
Total	12	53	13	53	11	49.0
Full-Time Equivalent	12.0	23.9	13.0	23.9	11.0	20.7

¹ Parks & Recreation Supervisor and two Coordinators promoted to Managers.

² Aquatics Program Specialist promoted to Parks & Recreation Coordinator - Aquatics.

³ Adult Program Specialist promoted to Parks & Recreation Coordinator - Active Adult.

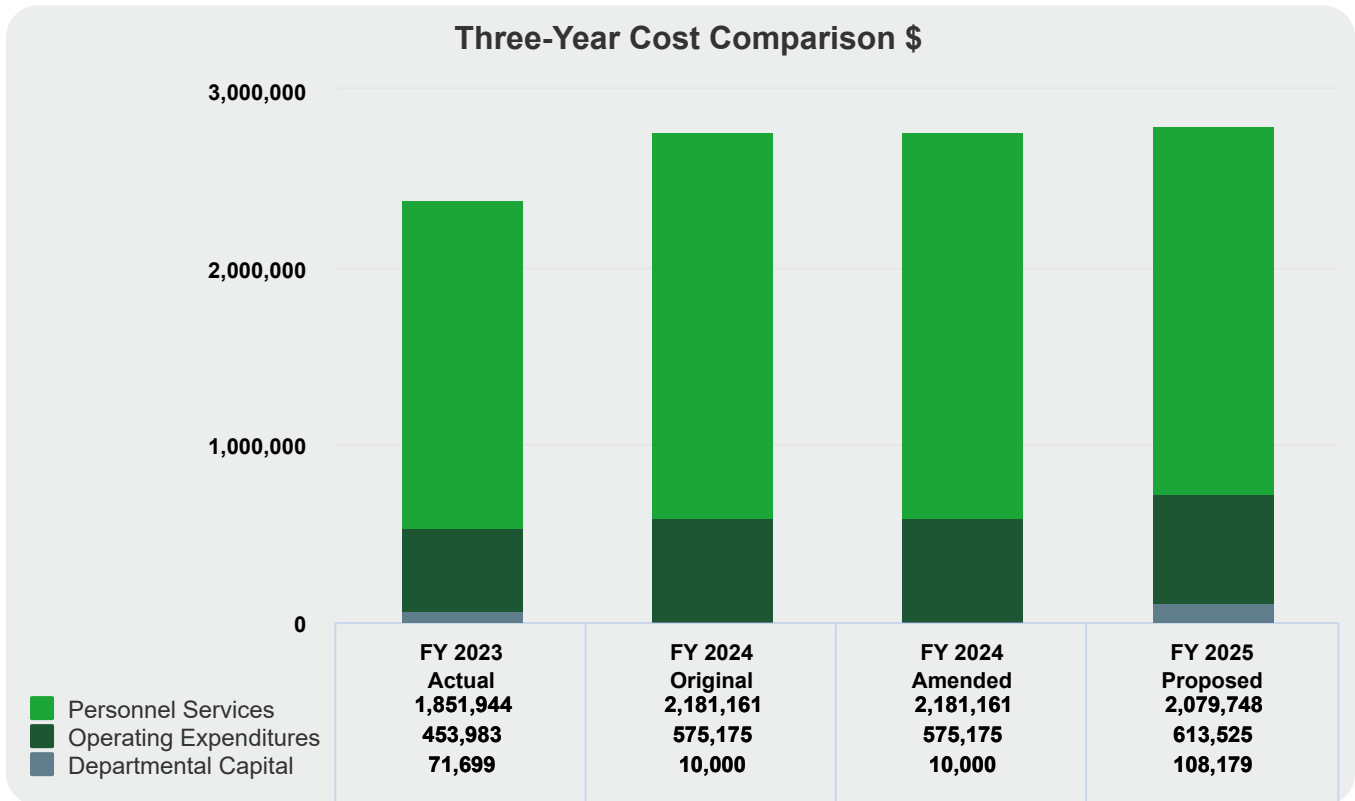
⁴ Recreation Leader promoted to Parks & Recreation Coordinator.

⁵ Budgeted Special Events Assistant in FY24 but position not filled pending Commission Approval.

⁶ Senior Administrative Specialist promoted to Administrative Coordinator.

PARKS AND RECREATION

Budget Summary



PARKS AND RECREATION

GL Number	\$	FY 2023	FY 2024		FY 2025		
		Actuals	Original Budget	Amended Budget As Of 6/30/2024	Proposed Budget	% Over/ (Under) FY 2024 Orig. Budget	\$ Over/ (Under) FY 2024 Orig. Budget
Wages							
001-710-512100-572-00000	SALARIES-REGULAR	754,488	819,226	819,226	763,291	-6.83%	(55,935)
001-710-512200-572-00000	SALARIES-OTHER	570,836	751,476	751,476	742,284	-1.22%	(9,192)
001-710-514000-572-00000	SALARIES-OVERTIME*	17,273	20,000	20,000	25,000	25.00%	5,000
001-710-515700-572-00000	SPECIAL PAY-CELL PHONE*	3,457	4,200	4,200	6,720	60.00%	2,520
Total Wages		1,346,054	1,594,902	1,594,902	1,537,295	-3.61%	(57,607)
Benefits							
001-710-521100-000-00000	BENEFITS-FICA	99,299	120,159	120,159	115,177	-4.15%	(4,982)
001-710-521200-000-00000	BENEFITS-RETIREMENT	187,425	230,920	230,920	213,971	-7.34%	(16,949)
001-710-521300-000-00000	BENEFITS-GROUP INSURANCE	199,545	218,389	218,389	194,572	-10.91%	(23,817)
001-710-521400-000-00000	BENEFITS-WORKERS COMPENSATION	18,004	16,791	16,791	18,733	11.57%	1,942
001-710-522800-000-00000	OTHER PAYROLL COSTS	1,617	-	-	-	0.00%	-
Total Benefits		505,890	586,259	586,259	542,453	-7.47%	(43,806)
Personnel Services		1,851,944	2,181,161	2,181,161	2,079,748	-4.65%	(101,413)
Operating Expenditures							
001-710-531210-572-00000	CASUAL & CONTRACT LABOR*	4,865	11,500	11,500	11,500	0.00%	-
001-710-531305-572-00000	FEES-HOMEOWNERS ASSOCIATION*	736	1,400	1,400	1,400	0.00%	-
001-710-531325-572-00000	FEES-REGULATORY*	3,680	5,275	5,275	8,775	66.35%	3,500
001-710-532401-572-00000	TRAVEL & PER DIEM*	4,428	10,500	10,500	10,500	0.00%	-
001-710-532482-572-00000	ANNUAL EVENTS*	140,101	199,250	199,250	199,250	0.00%	-
001-710-532491-572-00000	EDUCATION & REGISTRATION*	3,948	5,000	5,000	5,300	6.00%	300
001-710-532542-572-00000	DUES & MEMBERSHIPS*	1,610	3,600	3,600	3,800	5.56%	200
001-710-533411-572-00000	UTILITIES-TELEPHONE, INTERNET, CABLE*	1,300	-	-	-	0.00%	-
001-710-533431-572-00000	UTILITIES-ELECTRICITY	76,303	63,500	63,500	71,000	11.81%	7,500
001-710-533432-572-00000	UTILITIES-WATER & SEWER*	21,711	22,000	22,000	24,000	9.09%	2,000
001-710-534110-572-00000	REPAIRS-EQUIPMENT*	4,541	6,500	4,000	9,000	38.46%	2,500
001-710-534150-572-00000	REPAIRS-POOL*	7,382	12,000	17,000	17,000	41.67%	5,000
001-710-534410-572-00000	MAINTENANCE-CONTRACTS*	20,525	24,350	24,350	27,500	12.94%	3,150
001-710-535110-572-00000	SUPPLIES-OFFICE*	11,636	3,500	3,500	4,500	28.57%	1,000
001-710-535120-572-00000	SUPPLIES-CUSTODIAL*	11,195	12,500	12,500	12,500	0.00%	-
001-710-535135-572-00000	SUPPLIES-PROGRAM*	96,755	114,700	114,700	125,000	8.98%	10,300
001-710-535180-572-00000	SUPPLIES-ATHLETIC*	4,486	5,500	5,500	5,500	0.00%	-
001-710-535210-572-00000	SUPPLIES-UNIFORMS*	4,375	8,500	8,500	8,500	0.00%	-
001-710-535310-572-00000	SUPPLIES-CHEMICALS*	15,591	27,100	27,100	30,000	10.70%	2,900
001-710-535410-572-00000	SUPPLIES-SAFETY EQUIPMENT*	1,200	3,500	3,500	3,500	0.00%	-
001-710-535430-572-00000	SUPPLIES-MINOR EQUIPMENT*	17,615	20,000	17,500	20,000	0.00%	-
001-710-536610-572-00000	PROGRAM EXPENSE-SENIOR TRANSPORTATION	-	15,000	15,000	15,000	0.00%	-
Operating Expenditures		453,983	575,175	575,175	613,525	6.67%	38,350
Departmental Capital							
001-710-564300-572-00000	EQUIPMENT & MACHINERY-COMPUTERS	2,414	-	-	5,000	0.00%	5,000
001-710-564320-572-00000	EQUIPMENT & MACHINERY-SOFTWARE PROGRAMS*	-	5,000	5,000	5,000	0.00%	-
001-710-564520-572-00000	EQUIPMENT & MACHINERY-TRUCK*	59,185	-	-	80,000	0.00%	80,000
001-710-564700-572-00000	EQUIPMENT & MACHINERY-EQUIPMENT*	10,100	5,000	5,000	5,000	0.00%	-
001-710-566580-572-00000	BUILDING IMPROVEMENTS-POOL & TENNIS CNTR	-	-	-	13,179	0.00%	13,179
Departmental Capital		71,699	10,000	10,000	108,179	981.79%	98,179
Contingency							
001-710-599000-572-00000	CONTINGENCY	-	-	-	100,000	0.00%	100,000
Contingency		-	-	-	100,000	0.00%	100,000

PARKS AND RECREATION

GL Number	\$	FY 2023	FY 2024		FY 2025		
		Actuals	Original Budget	Amended Budget As Of 6/30/2024	Proposed Budget	% Over/ (Under) FY 2024 Orig. Budget	\$ Over/ (Under) FY 2024 Orig. Budget
Parks & Recreation Total		2,377,626	2,766,336	2,766,336	2,901,452	4.88%	135,116

*Related footnote on following page

PARKS AND RECREATION

Parks & Recreation- Footnote Detail

Account Name	Footnote Detail	FY 2025 Proposed Budget
Salaries-Overtime	Special Events and Meetings Overtime	25,000
	Total	25,000
Casual & Contract Labor	Stage and Bus Cleaning	3,750
	Dry Cleaning and Linens	3,125
	On the Spot cleaning	4,625
	Total	11,500
Fees-Homeowners Association	Rock Creek	700
	Flamingo Gardens	700
	Total	1,400
Fees-Regulatory	SESAC - Music License	1,200
	Global Music Rights - Music License	900
	Department of Health - Pool and Splash Pad	650
	Hazardous Materials- Chlorine Tank	650
	Motion Picture	725
	ASCAP - Music License	425
	BMI - Music License	350
	ALLTRACK - Performance Rights	375
	Lightning Software Licensing	3,500
	Total	8,775
Travel & Per Diem	FRPA State Conference	4,500
	NRPA National Conference	3,000
	FRPA Agency Summit	1,000
	Florida Festival and Events (FFEA)	1,000
	Misc. Training	1,000
	Total	10,500
Annual Events	Father Daughter Dance	6,000
	Cookies and Cocoa with Santa	4,000
	Father's Day Fishing Derby	4,000
	Eat to the Beat (3 events)	12,000
	Mothers Day Tea	7,500
	Movie in the Park	2,000
	Booper City - Halloween Event	10,000
	Halloween Shop to Shop	3,000
	Touch-A-Truck	2,500
	Egg Hunt	12,500
	Light Up Cooper City	45,000
	Founders Day	70,000
	Book Swap	250
	Home Decorating (Halloween/Christmas)	1,000
	Mayors Chess Challenge	1,000
	Garage Sale (Spring/Fall)	500
	Veteran's Day Ceremony	2,500
	Autism Awareness	1,500
	Menorah Lighting	1,000

PARKS AND RECREATION

Parks & Recreation- Footnote Detail

Account Name	Footnote Detail	FY 2025 Proposed Budget
	Bike Rodeo Safety and Health Fair	6,500
	Senior Expo - Moved to 180	3,000
	Misc. Event Supplies	3,500
	Total	199,250
Education & Registration	Florida Recreation and Parks Association State Conference	2,000
	National Recreation and Parks Association Conference	1,200
	CDL	800
	Aquatic Facility Operator Training	350
	Misc.	950
	Total	5,300
Dues & Memberships	Florida Recreation and Parks Association	1,600
	National Recreation Parks Association	800
	Jot Form	400
	Sams Club	100
	Amazon - moved to Non-Dept for FY24	200
	Canva	400
	Florida Gold Coast Swimming	300
	Total	3,800
Utilities-Electricity	FPL Account 44889-54704 9000 SW 50th PL Comm Center	20,000
	FPL Account 02975-85077 11600 Stonebridge Pkwy	15,000
	62728-47481, 65616-16001, and 22990-70322	36,000
	Total	71,000
Repairs-Equipment	Fitness Equipment	3,000
	Thorguard - Repairs	2,000
	Department Equipment such as ice machine, fridge, etc.	2,000
	Miscellaneous	2,000
	Total	9,000
Repairs-Pool	Pool repairs - pumps, gaskets, misc.	17,000
	Total	17,000
Maintenance-Contracts	Vermont Systems - Rec Trac Annual License	9,550
	Copy Machines	5,000
	When to work	800
	Digital Signage	250
	Commercial Energy Supply - Preventative Maintenance	4,000
	Pressure Cleaning	4,500
	Fitness Equipment Preventative Maintenance	2,400
	Thorguard - Maintenance Contract	1,000
	Total	27,500
Supplies-Office	Office Supplies	4,500
	Total	4,500
Supplies-Custodial	Community Center	5,000
	Pool and Tennis Center	5,000
	Additional Facilities/Programs	2,500

PARKS AND RECREATION

Parks & Recreation- Footnote Detail

Account Name	Footnote Detail	FY 2025 Proposed Budget
	Total	12,500
Supplies-Program	Tot Classes	2,000
	Aquatic Programs	2,000
	Kids Day Off	2,500
	Winter Camp	4,000
	Spring Camp	2,500
	Thanksgiving Camp	2,000
	Summer Camp	50,000
	Youth Classes and Programs	6,500
	Aftercare Programs	16,000
	Camp Transportation	15,000
	Adult Classes and Lunches	13,150
	Virtual Travel	4,200
	Teen Programs	5,150
		Total
Supplies-Athletic	Basketball Nets	750
	Volleyball Nets	1,250
	Tennis Nets	3,500
	Total	5,500
Supplies-Uniforms	Full Time	2,400
	Part Time	1,500
	Summer Camp	800
	Aquatic Staff	1,500
	Parks Staff	1,500
	Event Shirts	800
	Total	8,500
Supplies-Chemicals	Splash Pad Chemicals	4,500
	25 Yard Pool	20,000
	CO2 tank	2,600
	Misc	2,900
	Total	30,000
Supplies-Safety Equipment	Boot Allowance	2,500
	First Aid	1,000
	Total	3,500
Supplies-Minor Equipment	Misc. Department Supplies	20,000
	Total	20,000
Program Expense-Senior Transportation	PROGRAM EXPENSE-SENIOR TRANSPORTATION - Broward County CDBG	15,000
	Total	15,000
Equipment & Machinery-Software Programs	WEBTRAC - Enable full utilization of software	5,000
	Total	5,000
Equipment & Machinery-Truck	Maintenance Truck	40,000
	Department Vehicle	40,000
	Total	80,000

PARKS AND RECREATION

Parks & Recreation- Footnote Detail

Account Name	Footnote Detail	FY 2025 Proposed Budget
Equipment & Machinery-Equipment	Exercise Equipment - Stairmaster	5,000
	Total	5,000
Building Improvements-Pool & Tennis Cntr	Redo classroom floor with rubber tile	13,179
	Total	13,179
Contingency	Offset by Rec-Sponsorship Revenue	100,000
	Total	100,000

PARKS AND RECREATION

Position#	Job Title Description	Regular Pay Rate Description	Regular Pay Rate Amount	Amount FY 24 Annual wages	FY 24 COLA	Merit Increase	FY 25 COLA	FY 25 Total Wages
001-710-0001	Parks and Recreation Director	Salary	\$4,944.33	\$128,552.58	\$0.00	\$1,282.00	\$4,113.68	\$133,948.26
001-710-0002	Parks & Recreation Manager	Salary	\$2,496.42	\$64,906.92	\$0.00	\$2,290.42	\$2,077.02	\$69,274.36
001-710-0003	Parks & Recreation Manager	Salary	\$2,499.98	\$64,999.48	\$0.00	\$719.45	\$2,079.98	\$67,798.91
001-710-0004	Parks and Recreation Coordinator	Salary	\$2,859.20	\$74,339.20	\$0.00	\$2,541.79	\$2,378.85	\$79,259.84
001-710-0005	Administrative Coordinator	Salary	\$2,529.77	\$65,774.02	\$0.00	\$1,571.37	\$2,104.77	\$69,450.16
001-710-0006	Parks and Recreation Coordinator	Salary	\$2,492.80	\$64,812.80	\$0.00	\$262.80	\$2,074.01	\$67,149.61
001-710-0007	Parks and Recreation Coordinator	Salary	\$2,217.52	\$57,655.52	\$0.00	\$783.48	\$1,844.98	\$60,283.98
001-710-0008	Facility and Recreation Assistant	Hourly	\$27.13	\$56,433.31	\$0.00	\$606.08	\$1,805.87	\$58,845.26
001-710-0009	Facility and Recreation Assistant	Hourly	\$26.48	\$55,078.40	\$0.00	\$965.76	\$1,762.51	\$57,806.67
001-710-0010	Head Lifeguard	Hourly	\$21.58	\$44,886.40	\$0.00	\$1,475.72	\$1,436.36	\$47,798.48
001-710-0011	Special Events Assistant	Hourly	\$19.55	\$40,667.54	\$0.00	\$1,154.29	\$1,301.36	\$43,123.19
001-710-0012	Swim Coach/Office Assistant	PT29	\$18.50	\$27,898.00	\$0.00	\$278.22	\$892.74	\$29,068.96
001-710-0013	Lifeguard II/WSI	PT29	\$18.47	\$27,859.00	\$0.00	\$332.78	\$891.49	\$29,083.27
001-710-0014	Lifeguard II/WSI	PT29	\$17.85	\$26,917.00	\$0.00	\$0.00	\$0.00	\$26,917.00
001-710-0015	Lifeguard II/WSI	PT29	\$16.28	\$24,554.00	\$0.00	\$295.99	\$785.73	\$25,635.72
001-710-0016	Lifeguard II/WSI	PT29	\$15.44	\$23,283.00	\$0.00	\$581.76	\$745.06	\$24,609.82
001-710-0017	Lifeguard	Seasonal	\$16.57	\$12,065.00	\$0.00	\$142.80	\$386.08	\$12,593.88
001-710-0018	Lifeguard II/WSI	Seasonal	\$15.44	\$11,240.00	\$0.00	\$155.20	\$359.68	\$11,754.88
001-710-0019	Lifeguard II/WSI	Seasonal	\$15.50	\$11,284.00	\$0.00	\$155.81	\$361.09	\$11,800.90
001-710-0020	Lifeguard II/WSI	Seasonal	\$15.50	\$11,284.00	\$0.00	\$0.00	\$0.00	\$11,284.00
001-710-0021	Lifeguard	Seasonal	\$18.00	\$13,104.00	\$0.00	\$180.94	\$419.33	\$13,704.27
001-710-0022	Lifeguard	Seasonal	\$15.50	\$11,284.00	\$0.00	\$173.12	\$361.09	\$11,818.21
001-710-0023	Lifeguard	Seasonal	\$15.50	\$11,284.00	\$0.00	\$163.23	\$361.09	\$11,808.32
001-710-0024	Lifeguard II/WSI	Seasonal	\$15.50	\$11,284.00	\$0.00	\$155.81	\$361.09	\$11,800.90
001-710-0025	Youth Program Supervisor	PT29	\$19.04	\$13,709.00	\$0.00	\$171.27	\$438.69	\$14,318.96
001-710-0026	Youth Program Instructor	PT29	\$20.35	\$11,111.00	\$0.00	\$395.73	\$355.55	\$11,862.28
001-710-0027	Youth Program Instructor	PT29	\$20.00	\$21,600.00	\$0.00	\$0.00	\$691.20	\$22,291.20
001-710-0028	Youth Program Instructor	PT29	\$19.64	\$10,723.00	\$0.00	\$43.48	\$343.14	\$11,109.62
001-710-0029	Youth Program Instructor	PT29	\$16.32	\$16,156.00	\$0.00	\$628.53	\$516.99	\$17,301.52
001-710-0030	Youth Program Instructor	PT29	\$16.13	\$11,613.00	\$0.00	\$139.99	\$371.62	\$12,124.61
001-710-0031	Youth Program Instructor	PT29	\$16.02	\$8,746.00	\$0.00	\$108.31	\$279.87	\$9,134.18
001-710-0032	Youth Program Instructor	PT29	\$15.44	\$8,430.00	\$0.00	\$4.62	\$269.76	\$8,704.38

PARKS AND RECREATION

Position#	Job Title Description	Regular Pay Rate Description	Regular Pay Rate Amount	Amount FY 24 Annual wages	FY 24 COLA	Merit Increase	FY 25 COLA	FY 25 Total Wages
001-710-0033	Program Instructor	PT29	\$23.57	\$12,869.00	\$0.00	\$23.98	\$411.81	\$13,304.79
001-710-0034	Program Instructor	PT29	\$34.36	\$14,292.00	\$0.00	\$187.95	\$457.34	\$14,937.29
001-710-0035	Adult Program Recreation Aide	PT29	\$18.95	\$28,576.00	\$0.00	\$729.67	\$914.43	\$30,220.10
001-710-0036	Adult Program Recreation Aide	PT29	\$18.95	\$28,576.00	\$0.00	\$0.00	\$0.00	\$28,576.00
001-710-0037	Facility Attendant	PT29	\$19.27	\$24,048.00	\$0.00	\$210.83	\$769.54	\$25,028.37
001-710-0038	Facility Attendant	PT29	\$17.46	\$26,323.00	\$0.00	\$542.33	\$842.34	\$27,707.67
001-710-0039	Facility Attendant	PT29	\$16.20	\$24,429.00	\$0.00	\$291.81	\$781.73	\$25,502.54
001-710-0040	Facility Attendant	PT29	\$15.83	\$23,871.00	\$0.00	\$387.17	\$763.87	\$25,022.04
001-710-0041	Facility Attendant	PT29	\$15.28	\$23,042.00	\$0.00	\$701.99	\$737.34	\$24,481.33
001-710-0042	Facility Attendant	PT29	\$15.00	\$22,620.00	\$0.00	\$364.40	\$723.84	\$23,708.24
001-710-0043	Facility Attendant	PT29	\$15.21	\$22,936.00	\$0.00	\$698.76	\$733.95	\$24,368.71
001-710-0044	Recreation Attendant	PT29	\$14.07	\$2,531.00	\$0.00	\$88.48	\$80.99	\$2,700.47
001-710-0045	Camp Counselor	Seasonal	\$17.00	\$10,200.00	\$0.00	\$0.00	\$0.00	\$10,200.00
001-710-0046	Camp Counselor	Seasonal	\$16.50	\$9,900.00	\$0.00	\$0.00	\$0.00	\$9,900.00
001-710-0047	Camp Counselor	Seasonal	\$16.25	\$9,750.00	\$0.00	\$0.00	\$0.00	\$9,750.00
001-710-0048	Camp Counselor	Seasonal	\$15.50	\$9,300.00	\$0.00	\$0.00	\$0.00	\$9,300.00
001-710-0049	Camp Counselor	Seasonal	\$15.48	\$9,289.00	\$0.00	\$110.96	\$297.25	\$9,697.21
001-710-0050	Camp Counselor	Seasonal	\$15.20	\$9,120.00	\$0.00	\$0.00	\$0.00	\$9,120.00
001-710-0051	Camp Counselor	Seasonal	\$15.00	\$9,000.00	\$0.00	\$0.00	\$0.00	\$9,000.00
001-710-0052	Camp Counselor	Seasonal	\$15.00	\$9,000.00	\$0.00	\$0.00	\$0.00	\$9,000.00
001-710-0053	Camp Counselor	Seasonal	\$15.00	\$9,000.00	\$0.00	\$0.00	\$0.00	\$9,000.00
001-710-0054	Camp Counselor	Seasonal	\$15.00	\$9,000.00	\$0.00	\$0.00	\$0.00	\$9,000.00
001-710-0055	Camp Counselor	Seasonal	\$14.50	\$8,700.00	\$0.00	\$0.00	\$0.00	\$8,700.00
001-710-0056	Camp Counselor	Seasonal	\$14.50	\$8,700.00	\$0.00	\$0.00	\$0.00	\$8,700.00
001-710-0057	Camp Counselor	Seasonal	\$14.50	\$8,700.00	\$0.00	\$106.78	\$278.40	\$9,085.18
001-710-0058	Camp Counselor	Seasonal	\$14.50	\$8,700.00	\$0.00	\$0.00	\$0.00	\$8,700.00
001-710-0059	Camp Counselor	Seasonal	\$14.50	\$8,700.00	\$0.00	\$0.00	\$0.00	\$8,700.00
001-710-0060	Camp Counselor	Seasonal	\$14.50	\$8,700.00	\$0.00	\$0.00	\$0.00	\$8,700.00
				\$1,443,406.17		\$22,205.87	\$39,963.51	\$1,505,575.55

BUILDING INSPECTION SERVICES FUND

\$	FY 2023	FY 2024		FY 2025		
	Actuals	Original Budget	Amended Budget As Of 6/30/2024	Proposed Budget	% Over/ (Under) FY 2024 Orig. Budget	\$ Over/ (Under) FY 2024 Orig. Budget
Revenue						
Licenses & Permits	1,699,153	1,535,000	1,535,000	1,535,000	0.00%	-
Plan Review	84,213	50,000	50,000	50,000	0.00%	-
Miscellaneous Income	3,152	3,000	3,000	3,000	0.00%	-
Interest Income	42,395	25,000	25,000	50,000	100.00%	25,000
Appropriation from Fund Balance	-	1,091,040	1,091,040	416,477	-61.83%	(674,563)
Total Revenue	1,828,913	2,704,040	2,704,040	2,054,477	-24.02%	(649,563)
Total Funding						
	1,828,913	2,704,040	2,704,040	2,054,477	-24.02%	(649,563)
Expenditure						
Wages	721,051	784,987	784,987	990,932	26.24%	205,945
Benefits	296,577	370,399	370,399	417,355	12.68%	46,956
Total Personnel Services	1,017,628	1,155,386	1,155,386	1,408,287	21.89%	252,901
Operating Expenditures	58,543	82,236	82,236	123,017	49.59%	40,781
Departmental Capital	120,212	888,852	888,852	1,500	-99.83%	(887,352)
Transfers Out	324,865	506,673	506,673	506,673	0.00%	-
Contingency	-	70,893	70,893	15,000	-78.84%	(55,893)
Total Expenditure	1,521,248	2,704,040	2,704,040	2,054,477	-24.02%	(649,563)
Over/(Under)	307,665	-	-	-	0.00%	-

BUILDING INSPECTION SERVICES FUND

Building Inspection Services Fund Revenue

GL Number	\$	FY 2023	FY 2024		FY 2025		
		Actuals	Original Budget	Amended Budget As Of 6/30/2024	Proposed Budget	% Over/ (Under) FY 2024 Orig. Budget	\$ Over/ (Under) FY 2024 Orig. Budget
Licenses & Permits							
102-000-322001-322-00000	BUILDING PERMITS-STRUCTURAL	1,266,423	1,200,000	1,200,000	1,200,000	0.00%	-
102-000-322002-322-00000	BUILDING PERMITS-ELECTRIC	173,029	150,000	150,000	150,000	0.00%	-
102-000-322003-322-00000	BUILDING PERMITS-PLUMBING	132,594	90,000	90,000	90,000	0.00%	-
102-000-322004-322-00000	BUILDING PERMITS-MECHANICAL	109,217	80,000	80,000	80,000	0.00%	-
102-000-322005-322-00000	BUILDING PERMITS-EDUCATION SURCHARGE	12,040	10,000	10,000	10,000	0.00%	-
102-000-322006-322-00000	TECHNOLOGY FEES	5,850	5,000	5,000	5,000	0.00%	-
Total Licenses & Permits		1,699,153	1,535,000	1,535,000	1,535,000	0.00%	-
Charges for Services							
102-000-349004-349-00000	FEES-PLAN REVIEW	84,213	50,000	50,000	50,000	0.00%	-
Total Charges for Services		84,213	50,000	50,000	50,000	0.00%	-
Miscellaneous Income							
102-000-369900-369-00000	OTHER MISCELLANEOUS REVENUES	3,152	3,000	3,000	3,000	0.00%	-
Total Miscellaneous Income		3,152	3,000	3,000	3,000	0.00%	-
Interest Income							
102-000-361000-361-00000	INTEREST-INCOME	42,395	25,000	25,000	50,000	100.00%	25,000
Total Interest Income		42,395	25,000	25,000	50,000	100.00%	25,000
Appropriation from Fund Balance							
102-000-386980-386-00000	APPROPRIATION FROM FUND BALANCE	-	1,091,040	1,091,040	416,477	-61.83%	(674,563)
Total Appropriation from Fund Balance		-	1,091,040	1,091,040	416,477	-61.83%	(674,563)
Total Revenue		1,828,913	2,704,040	2,704,040	2,054,477	-24.02%	(649,563)

BUILDING INSPECTION SERVICES FUND (CONTINUED)

Building Inspection Services Fund Expenditure

GL Number	\$	FY 2023	FY 2024		FY 2025		
		Actuals	Original Budget	Amended Budget As Of 6/30/2024	Proposed Budget	% Over/ (Under) FY 2024 Orig. Budget	\$ Over/ (Under) FY 2024 Orig. Budget
Wages							
102-211-512100-524-00000	SALARIES-REGULAR	485,748	604,779	604,779	631,627	4.44%	26,848
102-211-512200-524-00000	SALARIES-OTHER	228,774	173,410	173,410	349,657	101.64%	176,247
102-211-514000-524-00000	SALARIES-OVERTIME	4,784	5,000	5,000	5,000	0.00%	-
102-211-515600-524-00000	SPECIAL PAY-CAR ALLOWANCE	-	-	-	2,850	0.00%	2,850
102-211-515700-524-00000	SPECIAL PAY-CELL PHONE	1,745	1,798	1,798	1,798	0.00%	-
Total Wages		721,051	784,987	784,987	990,932	26.24%	205,945
Benefits							
102-211-521100-000-00000	BENEFITS-FICA	52,687	59,531	59,531	75,068	26.10%	15,537
102-211-521200-000-00000	BENEFITS-RETIREMENT	112,129	142,055	142,055	166,812	17.43%	24,757
102-211-521300-000-00000	BENEFITS-GROUP INSURANCE	125,879	165,915	165,915	169,141	1.94%	3,226
102-211-521400-000-00000	BENEFITS-WORKERS COMPENSATION	4,804	2,898	2,898	6,334	118.56%	3,436
102-211-522800-000-00000	OTHER PAYROLL COSTS	1,078	-	-	-	0.00%	-
Total Benefits		296,577	370,399	370,399	417,355	12.68%	46,956
Personnel Services		1,017,628	1,155,386	1,155,386	1,408,287	21.89%	252,901
Operating Expenditures							
102-211-531190-524-00000	PROFESSIONAL SERVICES-MISCELLANEOUS*	-	10,000	10,000	47,440	374.40%	37,440
102-211-532330-524-00000	LEASE-EQUIPMENT*	9,628	10,000	10,000	10,000	0.00%	-
102-211-532401-524-00000	TRAVEL & PER DIEM*	1,920	5,250	5,250	5,250	0.00%	-
102-211-532471-524-00000	PRINTING*	869	1,450	1,450	2,050	41.38%	600
102-211-532491-524-00000	EDUCATION & REGISTRATION*	2,485	5,100	5,100	5,100	0.00%	-
102-211-532541-524-00000	BOOKS & PUBLICATIONS*	28	1,000	1,000	1,000	0.00%	-
102-211-532542-524-00000	DUES & MEMBERSHIPS*	450	3,100	3,100	3,100	0.00%	-
102-211-533411-524-00000	UTILITIES-TELEPHONE, INTERNET, CABLE*	6,734	7,000	7,000	7,200	2.86%	200
102-211-534110-524-00000	REPAIRS-EQUIPMENT*	-	300	300	300	0.00%	-
102-211-534130-524-00000	REPAIRS-VEHICLE*	-	-	-	1,000	0.00%	1,000
102-211-534410-524-00000	MAINTENANCE-CONTRACTS*	24,184	25,736	25,736	27,227	5.79%	1,491
102-211-535110-524-00000	SUPPLIES-OFFICE*	8,072	4,000	4,000	4,000	0.00%	-
102-211-535170-524-00000	POSTAGE*	2,522	3,500	3,500	3,500	0.00%	-
102-211-535210-524-00000	SUPPLIES-UNIFORMS*	826	2,200	2,200	2,200	0.00%	-
102-211-535410-524-00000	SUPPLIES-SAFETY EQUIPMENT	825	1,000	1,000	1,050	5.00%	50
102-211-535620-524-00000	SUPPLIES-GAS & OIL	-	2,600	2,600	2,600	0.00%	-
Operating Expenditures		58,543	82,236	82,236	123,017	49.59%	40,781
Departmental Capital							
102-211-564300-524-00000	EQUIPMENT & MACHINERY-COMPUTERS*	-	4,800	4,800	1,500	-68.75%	(3,300)
102-211-564320-524-ELPCD	EQUIPMENT & MACHINERY-SOFTWARE PROGRAMS*	-	884,052	884,052	-	-100.00%	(884,052)
102-211-564400-564-00000	EQUIPMENT & MACHINERY-VEHICLES*	120,212	-	-	-	0.00%	-
Departmental Capital		120,212	888,852	888,852	1,500	-99.83%	(887,352)
Transfers Out							
102-211-591001-524-00000	ENTERPRISE TRANSFER TO GENERAL	324,865	506,673	506,673	506,673	0.00%	-
Transfers Out		324,865	506,673	506,673	506,673	0.00%	-
Contingency							
102-211-599000-524-00000	CONTINGENCY*	-	70,893	70,893	15,000	-78.84%	(55,893)
Contingency		-	70,893	70,893	15,000	-78.84%	(55,893)
Total Expenditure		1,521,248	2,704,040	2,704,040	2,054,477	-24.02%	(649,563)

*Supported by Utilization carryforward calculation funding.

*Related footnote on following page

BUILDING INSPECTION SERVICES FUND (CONTINUED)

Building - Footnote Detail

Account Name	Footnote Detail	FY 2025 Proposed Budget
Professional Services-Miscellaneous	Broward Co. Inspectors Pool	10,000
	IT Consultants for E-Permitting Implementation	10,000
	CRS Max - For FEMA's CRS Program	7,440
	Landscape Inspection Services	20,000
	Total	47,440
Lease-Equipment	Toshiba Copier	10,000
	Total	10,000
Travel & Per Diem	FABTO Conference (2 Staff Members)	2,000
	BOAF (2 Staff Members)	1,500
	FEDC (1 Staff Member)	1,000
	BEDC Course	750
	Total	5,250
Printing	Business Cards	500
	Permit Cards	500
	Inspection Tickets	150
	Envelopes	150
	Inspection Violation Notices	150
	Flood Newsletter	500
	Outreach Projects FEMA CRS	100
	Total	2,050
Education & Registration	DBPR	900
	CEU's for Inspector Licenses	900
	FABTO Conference (2 Staff Members)	1,000
	FEDC (1 Staff Member)	800
	BEDC Course	900
	BOAF (1 Staff Member)	600
Total	5,100	
Books & Publications	ICC Books & FBC Publications & Code Updates	1,000
	Total	1,000
Dues & Memberships	Notary Stamps & Renewals	900
	License Renewals & Certifications	900
	FABTO Memberships ⁽³⁾	150
	FEDC Membership ⁽¹⁾	350
	BEDC Course	800
Total	3,100	
Utilities-Telephone, Internet, Cable	Comcast	5,500
	Ring Central	1,700
	Total	7,200
Repairs-Equipment	Perforator	300
	Total	300
Maintenance-Contracts	BS&A Community Development	4,735
	BS&A Building Online Services	5,922

BUILDING INSPECTION SERVICES FUND (CONTINUED)

Building - Footnote Detail

Account Name	Footnote Detail	FY 2025 Proposed Budget
	Perforator Maintenance	594
	QLESS	6,000
	Granicus - Mobile Permitting & Registration 7% increase	4,809
	Granicus - Address Identification 7% increase	3,003
	Granicus - Compliance Monitoring	1,443
	Granicus - 24/7 Hotline	721
	Total	27,227
Supplies-Office	Adobe Software License	500
	Office Supplies	3,500
	Total	4,000
Postage	Outside Agencies	700
	NOV/NOH Special Magistrate Notices	700
	Expired Permits	700
	LBTR	700
	Short Term Rentals NOV	700
	Total	3,500
Supplies-Uniforms	New employee	1,200
	Existing employees	1,000
	Total	2,200
Supplies-Safety Equipment	Boot allowance for inspection staff	1,050
	Total	1,050
Equipment & Machinery-Computers	Replacement desktop for Director	1,500
	Total	1,500

BUILDING INSPECTION SERVICES FUND (CONTINUED)

Position#	Job Title Description	Regular Pay Rate Description	Regular Pay Rate Amount	Amount FY 24 Annual wages	FY 24 COLA	Merit Increase	FY 25 COLA	FY 25 Total Wages
102-211-0001	Administrative Coordinator	Salary	\$3,258.13	\$84,711.38	\$0.00	\$92.83	\$2,710.76	\$87,514.97
102-211-0002	Administrative Specialist	Hourly	\$28.46	\$59,196.80	\$0.00	\$1,440.18	\$1,894.30	\$62,531.28
102-211-0003	Senior Administrative Specialist	Hourly	\$20.47	\$25,546.56	\$0.00	\$327.56	\$817.49	\$26,691.61
102-211-0004	Administrative Specialist	Hourly	\$20.67	\$43,000.05	\$0.00	\$518.36	\$1,376.00	\$44,894.41
102-211-0005	Community Development Director	Salary	\$5,069.13	\$65,898.69	\$0.00	\$2,628.73	\$2,108.76	\$70,636.18
102-211-0006	Assistant Community Development Director	Salary	\$4,600.00	\$35,880.00	\$0.00	\$1,431.27	\$1,148.16	\$38,459.43
102-211-0007	Structural Inspector/ Plans Examiner	Salary	\$2,994.88	\$77,866.88	\$0.00	\$1,493.34	\$2,491.74	\$81,851.96
102-211-0008	Chief Structural Inspector	Salary	\$3,618.56	\$94,082.56	\$0.00	\$1,196.01	\$3,010.64	\$98,289.21
102-211-0009	Building Official	PT29	\$54.44	\$31,792.00	\$0.00	\$463.38	\$1,017.34	\$33,272.72
102-211-0010	Chief Electrical Inspector	PT29	\$49.22	\$33,863.00	\$0.00	\$200.39	\$1,083.62	\$35,147.01
102-211-0011	Mechanical Inspector	PT29	\$49.14	\$33,413.00	\$0.00	\$607.84	\$1,069.22	\$35,090.06
102-211-0013	Electrical Inspector	On Call	\$41.62	\$6,243.00	\$0.00	\$181.30	\$199.78	\$6,624.08
102-211-0014	Chief Mechanical Inspector	PT29	\$48.00	\$72,384.00	\$0.00	\$777.38	\$2,316.29	\$75,477.67
102-211-0015	Building Inspector	On Call	\$42.45	\$12,183.00	\$0.00	\$415.22	\$389.86	\$12,988.08
102-211-0016	Chief Plumbing Inspector	PT29	\$48.00	\$72,384.00	\$0.00	\$0.00	\$2,316.29	\$74,700.29
102-211-0017	Plumbing Inspector	On Call	\$41.62	\$10,654.00	\$0.00	\$73.56	\$340.93	\$11,068.49
102-211-0018	Senior Administrative Specialist	Hourly	\$26.73	\$55,594.24	\$0.00	\$932.16	\$1,779.02	\$58,305.42
102-211-0019	IT Technician	Hourly	\$27.66	\$57,532.80	\$0.00	\$359.38	\$1,841.05	\$59,733.23
102-211-0020	Structural Inspector/ Plans Examiner	PT29	\$43.70	\$65,899.00	\$0.00	\$0.00	\$2,108.77	\$68,007.77
				\$938,124.96		\$13,138.90	\$30,020.02	\$981,283.88

ROAD AND BRIDGE FUND - STREETS MAINTENANCE

Mission:

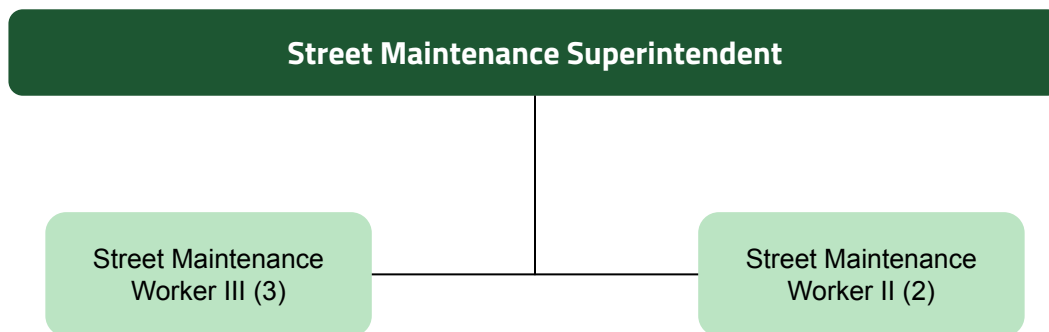
To provide the most responsive, cost-effective, friendly, quality, and professional service to the community while ensuring a safe local roadway and sidewalk network for vehicular and pedestrian traffic through the maintenance of swales, medians, and bridges.

FY 2024 Year to Date Accomplishments:

- > On target for sidewalk replacement program for FY 2023.
- > Maintained required tree clearance over roadways.
- > Received the Tree City USA designation for the 41st consecutive year.
- > Install new fencing on bridges in Rock Creek.

Goals for FY 2025:

- > Complete Year four of the five-year resurfacing plan.
- > Complete the sidewalk replacement program for FY 2024.
- > Receive the Tree City USA designation for the 42nd consecutive year.
- > Inspect culvert crossings.
- > Finish installing new fencing on bridges.



Performance Measures:

Performance Measure	Indicator	FY 2022 Results	FY 2023 YTD Results	FY 2024 Target
Hard Surface pressure cleaned	Square footage of hard surface pressure cleaned	200,000	200,000	200,000
Potholes repaired	# of potholes repaired	-	185	100.00%
Sidewalks replaced	Amount of square footage of sidewalks replaced	40,000	50,000	50,000

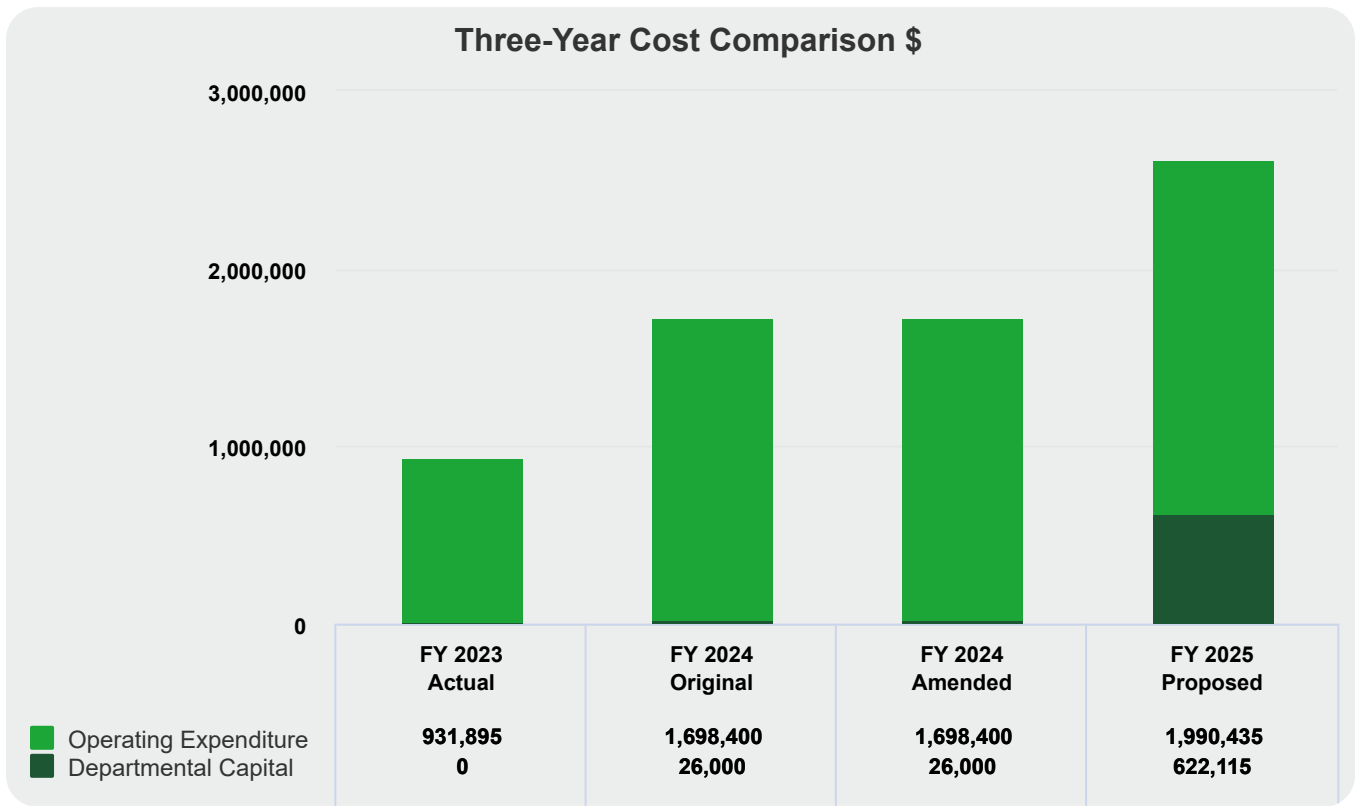
ROAD AND BRIDGE FUND - STREETS MAINTENANCE

Position Listing

Position Summary						
Full Time (FT)/ Other	FY 2023		FY 2024		FY 2025 Proposed	
	FT	Other	FT	Other	FT	Other
Street Maintenance Superintendent	-	-	-	-	1	-
Street Maintenance Worker III	-	-	-	-	3	-
Street Maintenance Worker II	-	-	-	-	2	-
	-	-	-	-	-	-
Total	-	-	-	-	6	-
Full-Time Equivalent	-	-	-	-	6.0	-

ROAD AND BRIDGE FUND (CONTINUED)

Budget Summary



ROAD AND BRIDGE FUND (CONTINUED)

\$	FY 2023	FY 2024		FY 2025		
	Actuals	Original Budget	Amended Budget As Of 6/30/2024	Proposed Budget	% Over/ (Under) FY 2024 Orig. Budget	\$ Over/ (Under) FY 2024 Orig. Budget
Revenue						
Fuel Taxes	598,689	590,432	590,432	580,158	-1.74%	(10,274)
State Revenue Sharing	325,848	383,357	383,357	389,929	1.71%	6,572
Interest Income	29,014	24,000	24,000	48,000	100.00%	24,000
Appropriation from Fund Balance	-	-	-	1,600,000	0.00%	1,600,000
Total Revenue	953,551	997,789	997,789	2,618,087	162.39%	1,620,298
Interfund Transfers In	390,204	726,611	726,611	611,860	-15.79%	(114,751)
Total Interfund Transfers In	390,204	726,611	726,611	611,860	-15.79%	(114,751)
Total Funding	1,343,755	1,724,400	1,724,400	3,229,947	87.31%	1,505,547
Expenditure						
Wages	-	-	-	385,004	0.00%	385,004
Benefits	-	-	-	232,393	0.00%	232,393
Total Personnel Services	-	-	-	617,397	0.00%	617,397
Operating Expenditures	931,895	1,698,400	1,698,400	1,990,435	17.19%	292,035
Departmental Capital	-	26,000	26,000	622,115	2292.75%	596,115
Total Expenditure	931,895	1,724,400	1,724,400	3,229,947	87.31%	1,505,547
Over/(Under)	411,860	-	-	-	0.00%	-

ROAD AND BRIDGE FUND (CONTINUED)

Road and Bridge Fund Revenue

GL Number	\$	FY 2023	FY 2024		FY 2025		
		Actuals	Original Budget	Amended Budget As Of 6/30/2024	Proposed Budget	% Over/ (Under) FY 2024 Orig. Budget	\$ Over/ (Under) FY 2024 Orig. Budget
Interest Income							
103-000-361100-361-00000	INTEREST-INCOME	29,014	24,000	24,000	48,000	100.00%	24,000
Total Interest Income		29,014	24,000	24,000	48,000	100.00%	24,000
Appropriation from Fund Balance							
103-000-386980-386-00000	APPROPRIATION FROM FUND BALANCE	-	-	-	1,600,000	0.00%	1,600,000
Total Appropriation from Fund Balance		-	-	-	1,600,000	0.00%	1,600,000
Transfers In							
103-000-381001-381-00000	INTER-FUND GROUP TRSF IN-GENERAL	351,707	688,114	688,114	584,163	-15.11%	(103,951)
103-000-381400-381-00000	INTER-FUND GROUP TRSF IN-PARKING LOT	9,195	9,195	9,195	9,195	0.00%	-
103-000-381440-381-00000	INTER-FUND GROUP TRSF IN-STORM WATER	12,000	12,000	12,000	1,200	-90.00%	(10,800)
103-000-381450-381-00000	INTER-FUND GROUP TRSF IN-WATER/ SEWER	17,302	17,302	17,302	17,302	0.00%	-
Total Transfers In		390,204	726,611	726,611	611,860	-15.79%	(114,751)
Intergovernmental							
103-000-335120-335-00000	STATE REVENUE SHARING	325,848	383,357	383,357	389,929	1.71%	6,572
Total Intergovernmental		325,848	383,357	383,357	389,929	1.71%	6,572
Fuel Taxes							
103-000-312400-312-00000	FUEL TAX-LOCAL OPTION	352,251	346,913	346,913	341,219	-1.64%	(5,694)
103-000-312410-312-00000	FUEL TAX-ADDITIONAL LOCAL OPTION	246,438	243,519	243,519	238,939	-1.88%	(4,580)
Total Fuel Taxes		598,689	590,432	590,432	580,158	-1.74%	(10,274)
Total Revenue		1,343,755	1,724,400	1,724,400	3,229,947	87.31%	1,505,547

ROAD AND BRIDGE FUND (CONTINUED)

Road and Bridge Fund Expenditure

GL Number	\$	FY 2023	FY 2024		Proposed Budget	FY 2025		
		Actuals	Original Budget	Amended Budget As Of 6/30/2024		% Over/ (Under) FY 2024 Orig. Budget	\$ Over/ (Under) FY 2024 Orig. Budget	
Wages								
103-313-512100-541-00000	SALARIES-REGULAR	-	-	-	383,324	0.00%	383,324	
103-313-515700-541-00000	SPECIAL PAY-CELL PHONE	-	-	-	1,680	0.00%	1,680	
Total Wages		-	-	-	385,004	0.00%	385,004	
Benefits								
103-313-521100-000-00000	BENEFITS-FICA	-	-	-	29,324	0.00%	29,324	
103-313-521200-000-00000	BENEFITS-RETIREMENT	-	-	-	80,504	0.00%	80,504	
103-313-521300-000-00000	BENEFITS-GROUP INSURANCE	-	-	-	108,581	0.00%	108,581	
103-313-521400-000-00000	BENEFITS-WORKERS COMPENSATION	-	-	-	13,984	0.00%	13,984	
Total Benefits		-	-	-	232,393	0.00%	232,393	
Personnel Services		-	-	-	617,397	0.00%	617,397	
Operating Expenditures								
103-313-531130-541-00000	PROFESSIONAL SERVICES-ENGINEERING	61,400	155,000	155,000	75,000	-51.61%	(80,000)	
103-313-531210-541-00000	CASUAL & CONTRACT LABOR	16,445	60,000	60,000	63,000	5.00%	3,000	
103-313-531220-541-00000	CONTRACT SERVICE-TREE TRIMMING	-	-	-	50,000	0.00%	50,000	
103-313-531225-541-00000	CONTRACT SERVICE-MOWING*	347,729	393,400	393,400	393,400	0.00%	-	
103-313-531290-541-00000	CONTRACTUAL SERVICES	-	-	-	50,000	0.00%	50,000	
103-313-532310-541-00000	RENTAL-EQUIPMENT*	-	-	-	7,560	0.00%	7,560	
103-313-533431-541-00000	UTILITIES-ELECTRICITY	447,860	410,000	410,000	486,150	18.57%	76,150	
103-313-534420-541-00000	MAINTENANCE-ELECTRIC SYSTEMS	-	-	-	31,125	0.00%	31,125	
103-313-534448-541-00000	PAINTING	-	-	-	25,000	0.00%	25,000	
103-313-534710-541-00000	REPAIRS-ROAD & DRAINAGE	5,486	400,000	400,000	420,000	5.00%	20,000	
103-313-534720-541-00000	REPAIRS-SIDEWALK & BIKEWAY	52,975	250,000	250,000	300,000	20.00%	50,000	
103-313-535138-541-00000	CONSTRUCTION MATERIALS & SUPPLIES	-	-	-	40,000	0.00%	40,000	
103-313-535142-572-00000	SUPPLIES-PLANTS	-	30,000	30,000	30,000	0.00%	-	
103-313-535210-541-00000	SUPPLIES-UNIFORMS	-	-	-	2,500	0.00%	2,500	
Operating Expenditures		931,895	1,698,400	1,698,400	1,973,735	16.21%	275,335	
Departmental Capital								
103-313-563330-541-00000	IMPROVEMENTS-RIGHT OF WAY	-	26,000	26,000	26,000	0.00%	-	
103-313-564400-541-00000	EQUIPMENT & MACHINERY-VEHICLES	-	-	-	96,115	0.00%	96,115	
103-313-567350-541-00000	ROAD IMPROVEMENTS-ASPHALT	-	-	-	500,000	0.00%	500,000	
Departmental Capital		-	26,000	26,000	622,115	2292.75%	596,115	
Total Expenditure		931,895	1,724,400	1,724,400	3,213,247	86.34%	1,488,847	

*Related footnote detail on following page

ROAD AND BRIDGE FUND (CONTINUED)

Professional Services-Engineering	ROW Bridge Inspections	25,000
	Traffic Engineering Studies - Calming	50,000
	Total	75,000
Contract Service-Mowing	Contract Service-Mowing-Group "A" mowing, irrigation & pruning, bushog mowing	393,400
	Total	393,400
Contractual Services	Street Repairs	25,000
	Sidewalk Repairs	25,000
	Total	50,000
Maintenance-Electric Systems	Contractual Lighting Repairs - Streetlight Repairs	31,125
	Total	31,125
Painting	Pavement Striping Paint	5,000
	Pavement Striping Thermoplastic	20,000
	Total	25,000
Repairs-Road & Drainage	Repairs-Road & Drainage, guardrail, root intrusion	420,000
	Total	420,000
Construction Materials & Supplies	Construction Materials & Supplies - Roads	25,000
	Construction Materials & Supplies - Sidewalks	15,000
	Total	40,000
Supplies-Safety Equipment	First aid supplies, gloves, safety vests. rain gear, safety glasses.	3,000
	Boot allowance - \$150 X 8 employees	1,200
	Total	4,200
Supplies-Traffic Control	Misc. Signage - Traffic/Constuction	7,500
	Traffic Control: Signage, Barricades & Cones	5,000
	Total	12,500
Equipment & Machinery-Vehicles	Replace 2003 F250 Super - Vehicle # 3335	47,225
	Replace 2006 F350 - Vehicle # 3346	48,890
	Total	96,115

ROAD AND BRIDGE FUND (CONTINUED)

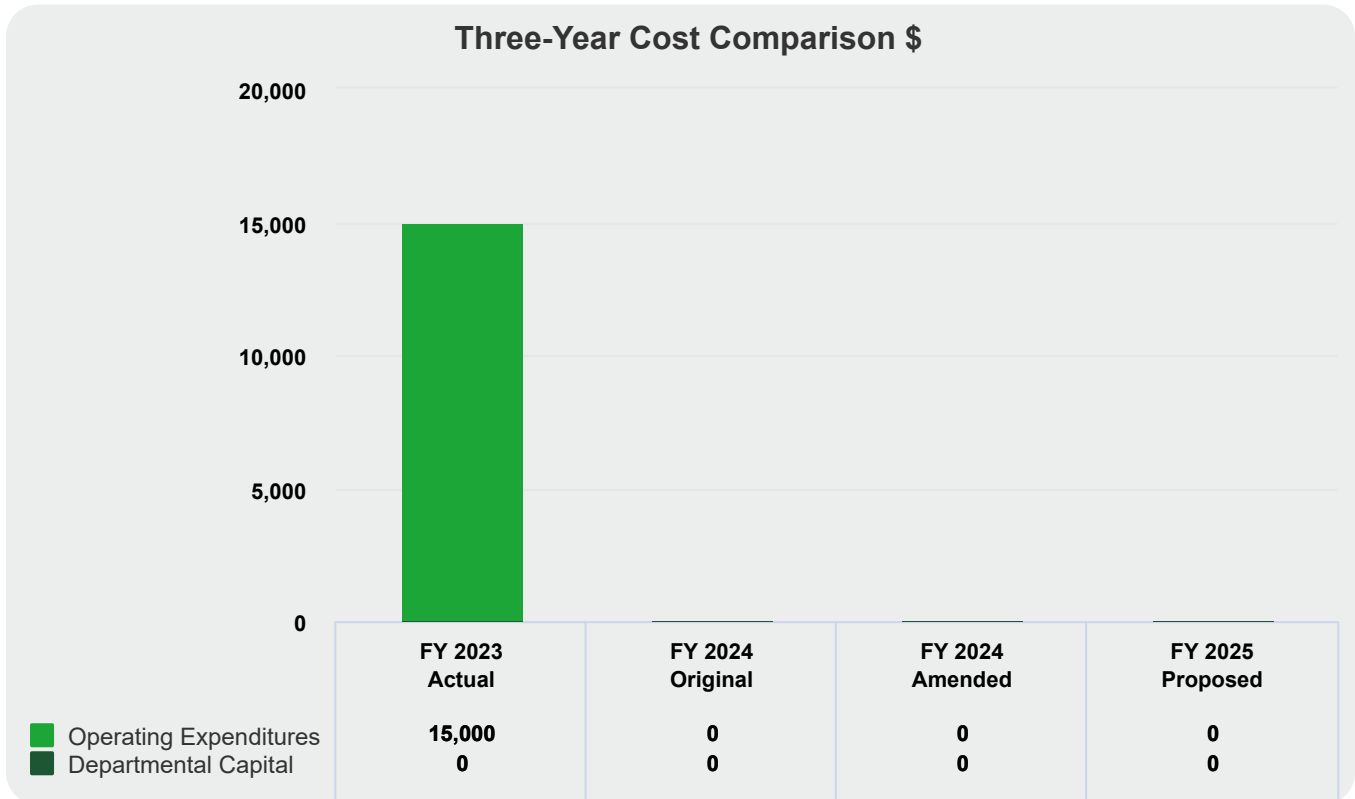
Position#	Job Title Description	Regular Pay Rate Description	Regular Pay Rate Amount	Amount FY 24 Annual wages	FY 24 COLA	Merit Increase	FY 25 COLA	FY 25 Total Wages
103-313-0001	Street Maintenance Superintendent	Salary	\$3,978.64	\$103,444.64	\$0.00	\$3,695.67	\$3,310.23	\$110,450.54
103-313-0002	Street Maintenance Worker III	Hourly	\$27.17	\$56,513.60	\$0.00	\$1,443.03	\$1,808.44	\$59,765.07
103-313-0003	Street Maintenance Worker III	Hourly	\$30.75	\$63,960.00	\$0.00	\$630.84	\$2,046.72	\$66,637.56
103-313-0004	Street Maintenance Worker III	Hourly	\$27.39	\$56,971.20	\$0.00	\$462.01	\$1,823.08	\$59,256.29
103-313-0005	Street Maintenance Worker II	Hourly	\$19.00	\$39,520.00	\$0.00	\$0.00	\$0.00	\$39,520.00
103-313-0006	Street Maintenance Worker II	Hourly	\$22.20	\$46,176.00	\$0.00	\$40.48	\$1,477.63	\$47,694.11
				\$366,585.44		\$6,272.03	\$10,466.10	\$383,323.57

POLICE CONFISCATION FUND

Mission:

This special revenue fund provides accountability for assets confiscated from individuals who have committed a crime. Available funds can only be spent on a very limited range of policing-related equipment and services.

Budget Summary



POLICE CONFISCATION FUND

GL Number	\$	FY 2023	FY 2024		FY 2025		
		Actuals	Original Budget	Amended Budget As Of 6/30/2024	Proposed Budget	% Over/ (Under) FY 2024 Orig. Budget	\$ Over/ (Under) FY 2024 Orig. Budget
Revenues							
106-000-359100-359-00000	FORFEITED PROPERTY	437	18,500	18,500	1,000	-94.59%	(17,500)
106-000-361100-361-00000	INTEREST-INCOME	2,295	1,500	1,500	3,000	100.00%	1,500
	Total Revenues	2,732	20,000	20,000	4,000	-80.00%	(16,000)
	Operating Expenditures	15,000	-	-	-	0.00%	-
	Total Expenditures	15,000	-	-	-	0.00%	-
	Over/(Under)	(12,268)	20,000	20,000	4,000	-80.00%	(16,000)

POLICE CONFISCATION FUND (CONTINUED)

Police Confiscation Fund Expenditure

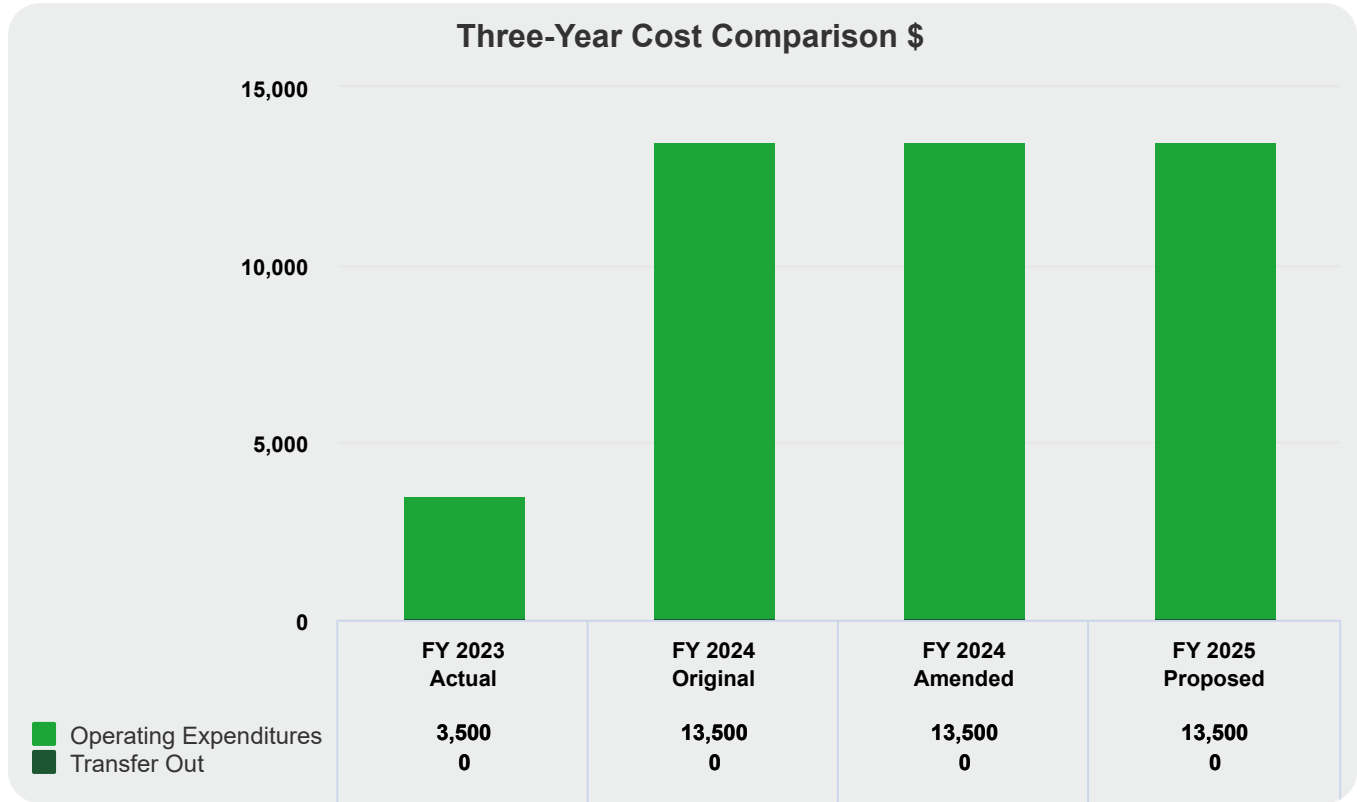
GL Number	\$	FY 2023	FY 2024		FY 2025		
		Actuals	Original Budget	Amended Budget As Of 6/30/2024	Proposed Budget	% Over/ (Under) FY 2024 Orig. Budget	\$ Over/ (Under) FY 2024 Orig. Budget
Operating Expenditures							
106-510-536100-521-00000	PROGRAM EXPENSE-EXPLORER	15,000	-	-	-	0.00%	-
Total Operating Expenditures		15,000	-	-	-	0.00%	-
Total Expenditure		15,000	-	-	-	0.00%	-

TREE TRUST FUND

Mission:

This special revenue fund provides funds used to establish tree canopies on real property within the City, to fund education outreach programs, to fund tree donations that promote canopy preservation, and to support tree maintenance and preservation throughout the City.

Budget Summary



TREE TRUST FUND

GL Number	\$	FY 2023	FY 2024		FY 2025		
		Actuals	Original Budget	Amended Budget As Of 6/30/2024	Proposed Budget	% Over/ (Under) FY 2024 Orig. Budget	\$ Over/ (Under) FY 2024 Orig. Budget
Revenues							
108-000-347900-347-00000	TREE TRUST	100	12,500	12,500	11,500	-8.00%	(1,000)
108-000-361000-361-00000	INTEREST-INCOME	1,482	1,000	1,000	2,000	100.00%	1,000
	Total Revenues	1,582	13,500	13,500	13,500	0.00%	-
	Operating Expenditures	3,500	13,500	13,500	13,500	0.00%	-
	Total Expenditures	3,500	13,500	13,500	13,500	0.00%	-
	Over/(Under)	(1,918)	-	-	-	0.00%	-

TREE TRUST FUND

Tree Trust Fund Expenditure

GL Number	\$	FY 2023	FY 2024		FY 2025		
		Actuals	Original Budget	Amended Budget As Of 6/30/2024	Proposed Budget	% Over/ (Under) FY 2024 Orig. Budget	\$ Over/ (Under) FY 2024 Orig. Budget
Operating Expenditures							
108-318-532482-572-00000	ANNUAL EVENTS	1,604	7,500	7,500	7,500	0.00%	-
108-318-535146-572-00000	SUPPLIES-TREES*	1,896	6,000	6,000	6,000	0.00%	-
Total Operating Expenditures		3,500	13,500	13,500	13,500	0.00%	-
Total Expenditure		3,500	13,500	13,500	13,500	0.00%	-

TREE TRUST FUND

Tree Trust - Footnote Detail

Account Name	Footnote Detail	FY 2025 Proposed Budget	Rollover	FY 2025 Adopted Budget
Annual Events	ANNUAL EVENTS-Tree Care Workshop & Tree Giveaway	7,500	-	-
	Total	7,500	-	-
Supplies-Trees	SUPPLIES-TREES-Swale Tree Replacement Program	6,000	-	-
	Total	6,000	-	-

ARPA

Program Summary:

The American Rescue Plan Act (ARPA) of 2021 is a \$1.9 trillion federal economic stimulus bill. Within the ARPA, the Coronavirus State and Local Fiscal Recovery Fund (CSLFRF) provides \$350 billion for states, municipalities, counties, tribes, and territories, including \$130 billion for local governments split evenly between municipalities and counties. For Cooper City and other Non-Entitlement Units (NEUs), the funding will flow through the states.

Background:

The American Rescue Plan Act (ARPA) of 2021 allocated \$1.9 trillion to aid in the fiscal recovery of state and local municipalities due to the impact of the Coronavirus pandemic. These funds were designated for utilization in four main categories: facilitating urgent Covid-19 response efforts to decrease the spread of the virus; replace lost revenues for municipalities by enhancing essential public services and job retention; support immediate economic stability for households and businesses; and tackling systematic public health/economic challenges that have exacerbated the disparate impact of the pandemic.

Potential uses include: Public Health efforts to address and contain the pandemic; Economic Hardship support for residents and businesses; Recovering Revenue Loss for municipal revenue loss impacted by Covid-19; providing premium pay for “essential workers” and Investing in Water, Sewer, Broadband infrastructure.

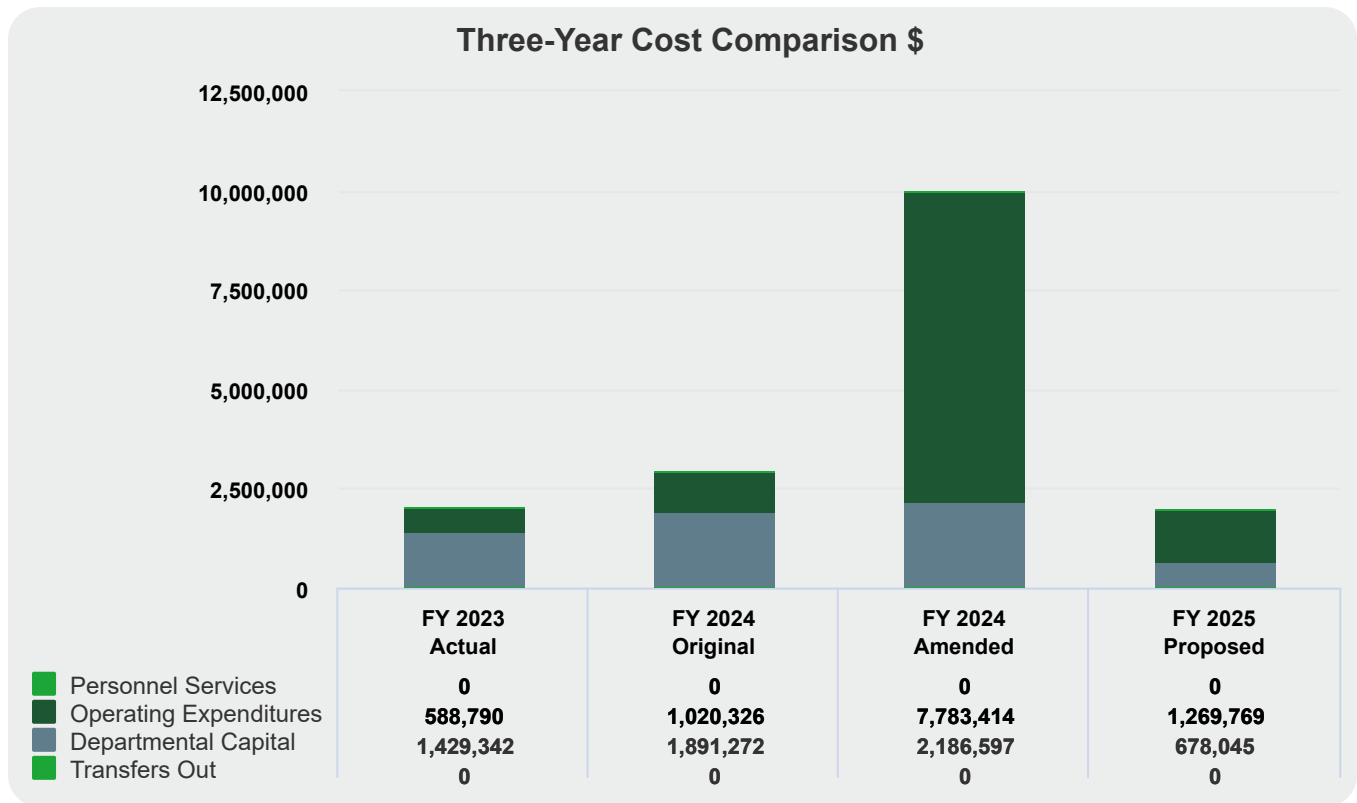
The City of Cooper City is scheduled to receive a total of \$17,930,000 of ARPA-related funds, of which the first tranche of \$8,965,280 was received in September 2021. Commission approved conceptual approval of the list, based on direction received at the October 26th, 2021 and November 30th, 2021 meeting and appropriated the funds on January 22, 2022. Based on the ARPA guidelines, these funds are required to be obligated by December 2024 and spent by December 2026.

Fiscal Impact:

Revenues of \$8,965,280 were received on September 28th, 2021 and have been deposited in the City’s operating account. Another \$8,965,280 was received from the State in September 2022. These funds were included in the Restricted Fund Balance, only being utilized for ARPA-related expenditures.

ARPA (CONTINUED)

Budget Summary



ARPA

GL Number	\$	FY 2023	FY 2024		FY 2025		
		Actuals	Original Budget	Amended Budget As Of 6/30/2024	Proposed Budget	% Over/ (Under) FY 2024 Orig. Budget	\$ Over/ (Under) FY 2024 Orig. Budget
Revenues							
110-000-331500-524-00000	FEDERAL GRANT- ARPA	2,018,132	-	3,498,734	-	0.00%	-
110-000-386980-386-00000	APPROPRIATION FROM FUND BALANCE	-	-	-	1,947,814	0.00%	1,947,814
	Total Revenue	2,018,132	-	3,498,734	1,947,814	0.00%	1,947,814
Expenditures							
	Operating Expenditures	588,790	1,020,326	7,783,414	1,269,769	24.45%	249,443
	Departmental Capital	1,429,342	1,891,272	2,186,597	678,045	-64.15%	(1,213,227)
	Total Expenditures	2,018,132	2,911,598	9,970,011	1,947,814	-33.10%	(963,784)
	Over/(Under)	-	(2,911,598)	(6,471,277)	-	-100.00%	2,911,598

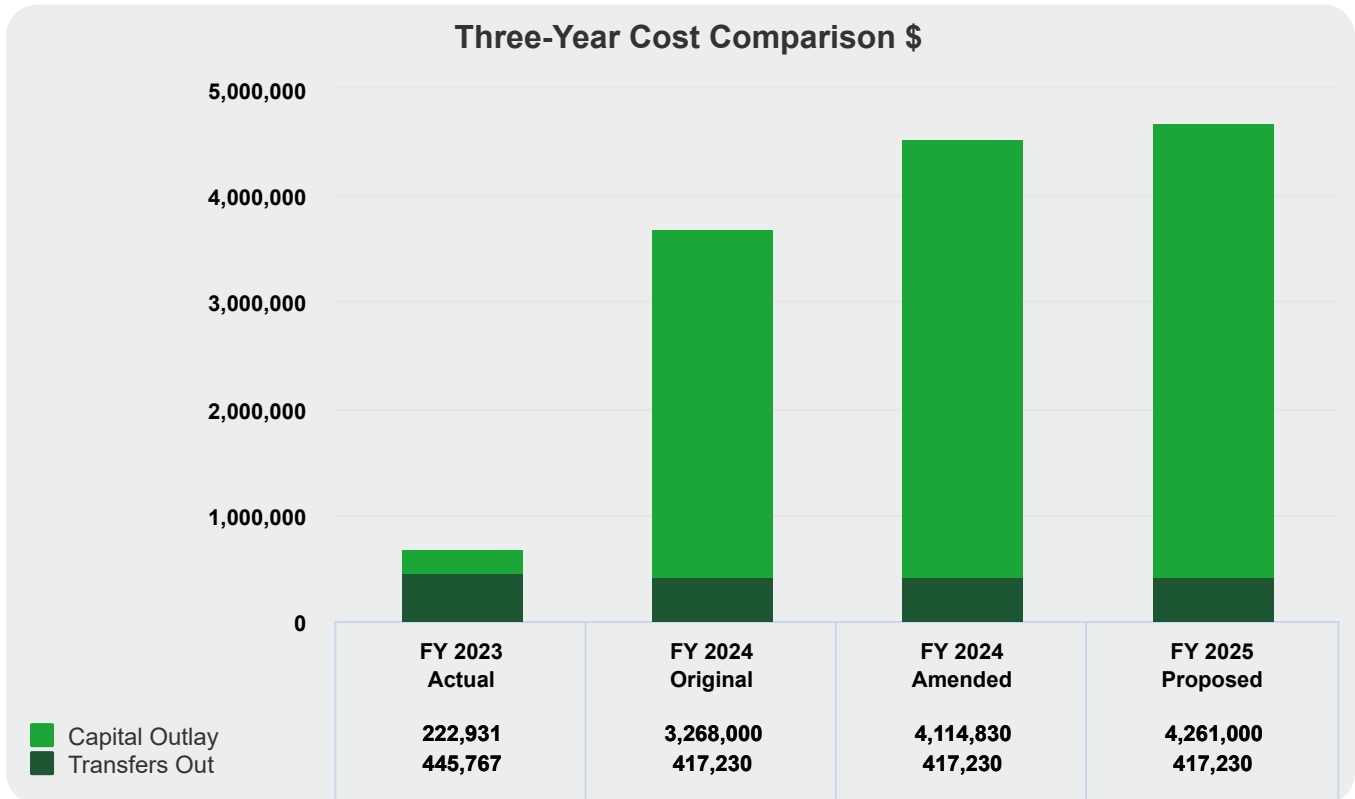
GL Number	\$	FY 2023	FY 2024		FY 2025		
		Actuals	Original Budget	Amended Budget As Of 6/30/2024	Proposed Budget	% Over/ (Under) FY 2024 Orig. Budget	\$ Over/ (Under) FY 2024 Orig. Budget
Operating Expenditures							
110-160-531100-519-00000	PROFESSIONAL SERVICES	144,401	-	275,000	275,000	0.00%	275,000
110-160-531100-519-CMSI ¹	PROFESSIONAL SERVICES	-	50,000	-	-	-100.00%	(50,000)
110-160-531100-519-CPROS	PROFESSIONAL SERVICES	-	-	48,000	48,000	0.00%	48,000
110-160-531100-519-CSDD ¹	PROFESSIONAL SERVICES	-	-	45,000	45,000	0.00%	45,000
110-160-531100-519-DCC01	PROFESSIONAL SERVICES	12,682	-	-	-	0.00%	-
110-160-531100-519-GISPW	PROFESSIONAL SERVICES	7,795	-	-	-	0.00%	-
110-160-531100-519-HYCUO	PROFESSIONAL SERVICES	7,412	-	-	-	0.00%	-
110-160-531100-519-NARPA	PROFESSIONAL SERVICES	-	25,000	-	-	-100.00%	(25,000)
110-160-531100-519-PRRRR	PROFESSIONAL SERVICES	9,891	-	-	-	0.00%	-
110-160-531100-519-TPBF ¹	PROFESSIONAL SERVICES	48,500	40,310	-	-	-100.00%	(40,310)
110-160-531100-521-POPCS	PROFESSIONAL SERVICES	-	-	6,531,145	-	0.00%	-
110-160-531190-521-POLIC	PROFESSIONAL SERVICES-MISCELLANEOUS	-	903,016	-	-	-100.00%	(903,016)
110-160-531281-521-00000	BROWARD SHERIFF'S OFFICE (BSO)	350,000	-	350,000	367,500	0.00%	367,500
110-160-531281-521-BSOGP	BROWARD SHERIFF'S OFFICE (BSO)	-	-	534,269	534,269	0.00%	534,269
110-160-532471-519-00000	PRINTING	8,109	-	-	-	0.00%	-
110-160-536610-540-SRTRA	PROGRAM EXPENSE-SENIOR TRANSPORTATION	-	2,000	-	-	-100.00%	(2,000)
Operating Expenditures		588,790	1,020,326	7,783,414	1,269,769	24.45%	249,443
Departmental Capital							
110-160-563160-519-POOL ¹	IMPROVEMENTS-SWIMMING POOL	103,645	-	17,750	-	0.00%	-
110-160-563370-519-STW01	IMPROVEMENTS-STORM WATER DRAINAGE	105,988	-	24,741	-	0.00%	-
110-160-563435-536-WWTPE	WWTP EFFLUENT PUMP	64,292	-	798,663	126,000	0.00%	126,000
110-160-563436-536-CULVE	IMPROVEMENTS - CULVERT	28,455	-	350,000	552,045	0.00%	552,045
110-160-564301-519-APLPR	EQUIPMENT & MACHINERY-COMPUTERS	409,802	-	315,198	-	0.00%	-
110-160-564320-519-AVCHA	EQUIPMENT & MACHINERY-SOFTWARE PROGRAMS	16,687	-	-	-	0.00%	-
110-160-564320-519-CYBER	EQUIPMENT & MACHINERY-SOFTWARE PROGRAMS	1,013	90,000	-	-	-100.00%	(90,000)
110-160-564320-519-ELPCD	EQUIPMENT & MACHINERY-SOFTWARE PROGRAMS	-	559,052	-	-	-100.00%	(559,052)
110-160-564320-519-NETWS	EQUIPMENT & MACHINERY-SOFTWARE PROGRAMS	37,967	-	-	-	0.00%	-
110-160-564320-519-RTCC ¹	EQUIPMENT & MACHINERY-SOFTWARE PROGRAMS	268,226	-	-	-	0.00%	-
110-160-564320-519-SCP01	EQUIPMENT & MACHINERY-SOFTWARE PROGRAMS	162,324	-	-	-	0.00%	-
110-160-564520-519-VEHFI	EQUIPMENT & MACHINERY-TRUCK	47,440	-	481,620	-	0.00%	-
110-160-566000-519-HVAC ¹	BUILDING IMPROVEMENTS-BUILDINGS	170,497	-	198,625	-	0.00%	-
110-160-566200-519-HSDCC	BUILDING IMPROVEMENTS-CITY HALL	13,006	1,242,220	-	-	-100.00%	(1,242,220)
Departmental Capital		1,429,342	1,891,272	2,186,597	678,045	-64.15%	(1,213,227)
ARPA Total		2,018,132	2,911,598	9,970,011	1,947,814	-33.10%	(963,784)

GENERAL FUND CAPITAL IMPROVEMENT FUND

Mission:

To oversee capital projects and infrastructure replacement from inception to fruition, aiming to deliver cost-effective initiatives that optimize grant opportunities and comprehensively meet city mandates, adhering to timelines and financial parameters. This entails ensuring seamless coordination among contractors, the city, the community, and relevant governmental bodies. The city also evaluates the operational implications of capital projects on pertinent departments with these effects outlined on project detail sheets.

Budget Summary



GENERAL FUND CAPITAL IMPROVEMENT FUND

General Fund Capital Projects Fund

\$	FY 2023	FY 2024		FY 2025		
	Actuals	Original Budget	Amended Budget As Of 6/30/2024	Proposed Budget	% Over/ (Under) FY 2024 Orig. Budget	\$ Over/ (Under) FY 2024 Orig. Budget
Funding						
Impact Fees	203,314	18,000	18,000	36,500	102.78%	18,500
Grants	39,988	1,962,500	1,962,500	382,500	-80.51%	(1,580,000)
Interest	10,518	10,000	10,000	30,000	200.00%	20,000
Total Revenue	253,820	1,990,500	1,990,500	449,000	-77.44%	(1,541,500)
Transfer In - General Fund	800,491	1,475,938	2,172,824	4,229,230	186.55%	2,753,292
Total Transfer In	800,491	1,475,938	2,172,824	4,229,230	186.55%	2,753,292
Appropriation from Fund Balance	-	218,792	368,735	-	-100.00%	(218,792)
Total Appropriation from Fund Balance	-	218,792	368,735	-	-100.00%	(218,792)
Total Funding	1,054,311	3,685,230	4,532,059	4,678,230	26.95%	993,000
Capital Outlay						
Capital Outlay	222,931	3,268,000	4,114,830	4,261,000	30.39%	993,000
Total Capital Outlay	222,931	3,268,000	4,114,830	4,261,000	30.39%	993,000
Transfers Out						
Transfer To Debt Service	445,767	417,230	417,230	417,230	0.00%	-
Total Transfers Out	445,767	417,230	417,230	417,230	0.00%	-
Total Expenditure	668,698	3,685,230	4,532,060	4,678,230	26.95%	993,000
Over/(Under)	385,613	-	(1)	-	-	-

GENERAL FUND CAPITAL IMPROVEMENT FUND

General Fund Capital Projects Fund Revenue

GL Number	\$	FY 2023	FY 2024		FY 2025		
		Actuals	Original Budget	Amended Budget As Of 6/30/2024	Proposed Budget	% Over/ (Under) FY 2024 Orig. Budget	\$ Over/ (Under) FY 2024 Orig. Budget
Interest Income							
300-000-361101-361-00000	INTEREST-PUBLIC SAFETY	10,518	10,000	10,000	30,000	200.00%	20,000
Total Interest Income		10,518	10,000	10,000	30,000	200.00%	20,000
Appropriation from Fund Balance							
300-000-386980-386-00000	APPROPRIATION FROM FUND BALANCE	-	218,792	368,735	-	-100.00%	(218,792)
Total Appropriation from Fund Balance		-	218,792	368,735	-	-100.00%	(218,792)
Impact Fees							
300-000-324110-324-00000	IMPACT FEES-RESIDENT-PUBLIC SAFETY	3,913	1,000	1,000	1,500	50.00%	500
300-000-324610-324-00000	IMPACT FEES-RESIDENT-RECREATON(PARK)	55,040	2,000	2,000	20,000	900.00%	18,000
300-000-324710-324-00000	IMPACT FEES-RESIDENT-OTHER(GEN GOVT)	144,361	15,000	15,000	15,000	0.00%	-
Total Impact Fees		203,314	18,000	18,000	36,500	102.78%	18,500
Grants							
300-000-331302-331-00000	FEDERAL GRANT-LWCF	-	495,000	495,000	22,500	-95.45%	(472,500)
300-000-331502-331-18045	FEDERAL GRANT-HAZARD MITIGATION (HMGP)	39,988	-	-	-	0.00%	-
300-000-334130-334-00000	STATE GRANT - SURTAX - STIRLING ROAD	-	360,000	360,000	360,000	0.00%	-
300-000-334140-334-00000	STATE GRANT - SURTAX - HIATUS ROUNDABOUT	-	370,000	370,000	-	-100.00%	(370,000)
300-000-334312-334-00000	STATE GRANT-DEP	-	575,000	575,000	-	-100.00%	(575,000)
300-000-334701-334-00000	STATE GRANT-FRDAP	-	162,500	162,500	-	-100.00%	(162,500)
Total Grants		39,988	1,962,500	1,962,500	382,500	-80.51%	(1,580,000)
Transfers In							
300-000-381001-381-00000	INTER-FUND GROUP TRSF IN-GENERAL	800,491	1,475,938	2,172,824	4,229,230	186.55%	2,753,292
Total Transfers In		800,491	1,475,938	2,172,824	4,229,230	186.55%	2,753,292
Total Revenue		1,054,311	3,685,230	4,532,059	4,678,230	26.95%	993,000

Grant Abbreviation	Grant Detail
US DOT	U.S. Department of Transportation
LWCF	Land and Water Conservation Fund
HMGP	Hazard Mitigation Grant Program
FDACS	Florida Department of Agriculture Small Community Energy Efficient Lighting Grant

GENERAL FUND CAPITAL IMPROVEMENT FUND

General Fund Five-Year CIP Plan

Project Name (\$)	2024 Amended Budget	2025	2026	2027	2028	2029	Total FY 2025 - FY 2029
Funding							
Impact Fees	18,000	36,500	-	-	-	-	36,500
Surtax Projects	360,000	360,000	-	-	-	-	360,000
Grants (see chart below)	657,500	22,500	-	-	-	-	22,500
Interest Income	10,000	30,000	-	-	-	-	30,000
Total Funding	1,045,500	449,000	-	-	-	-	449,000
Expenditure							
AED's Stand-Alone Units for (3) Sports Complexes	-	50,000	-	-	-	-	50,000
BB Court Resurfacing (LWC)	50,000	-	-	-	-	-	-
Card Access Locks	-	30,000	-	-	-	-	30,000
City Hall Auditorium Restrooms - ADA Compliance	-	100,000	-	-	-	-	100,000
Citywide AC Replacement	35,000	250,000	80,000	-	-	-	330,000
Exterior Paint - Bill Lips & SFSC (LWC)	40,000	-	-	-	-	-	-
Exterior Paint - Police Station	25,000	-	-	-	-	-	-
Exterior Paint - Public Works	20,000	-	-	-	-	-	-
Fire Station Epoxy Floor	50,000	37,000	-	-	-	-	37,000
Fleet Maintenance Facility Epoxy Floor	59,000	59,000	-	-	-	-	59,000
Hiatus Roundabout	515,000	-	-	-	-	-	-
Landscape Beautification	800,000	700,000	250,000	250,000	-	-	1,200,000
LED Streetlight Conversion - Griffin Rd.	-	100,000	-	-	-	-	100,000
Lightning System Upgrades ⁽⁵⁾	125,000	-	-	-	-	-	-
Park Perimeter Fence Replacement	19,000	-	-	-	-	-	-
Parking Lot Resurfacing - SFSC, Fire, PD	-	600,000	-	-	-	-	600,000
Parks & Rec Master Plan	175,000	-	-	-	-	-	-
Paver Replacement P&T Center	-	50,000	-	-	-	-	-
Pickleball Court Improvements	-	100,000	-	-	-	-	100,000
Playground Replacement - Large Fardelmann (LWC)	200,000	-	-	-	-	-	-
Playground Replacement - Large Kozak	200,000	-	-	-	-	-	-
Pool Heaters & Chillers	100,000	-	-	-	-	-	-
Public Safety Complex Design	-	1,200,000	-	-	-	-	1,200,000
PW Admin Field Design/Construction	-	500,000	-	-	-	-	-
RV Lot Shed Replacement	-	50,000	-	-	-	-	50,000
Sports Lighting (LWC)	255,000	-	-	-	-	-	-
Stirling Road Roadway & Drainage Impr. Design	360,000	360,000	-	-	-	-	360,000
SW 49th St Culvert Replacement	575,000	-	-	-	-	-	-
Tennis Court Court Resurfacing	137,515	75,000	90,000	81,000	-	-	246,000
Total Projects	3,740,515	4,261,000	420,000	331,000	-	-	5,012,000

Grant & Related Project	Fiscal Year	Grant Amt.	City Share	Total Cost
Surtax - Stirling Road Improvement	2025	360,000	-	360,000
Surtax - Hiatus Roundabout	2025	-	-	-
DEP	2025	-	-	-
LWC Grant	2025	22,500	22,500	45,000
FRDAP - Playground Replacement	2025	-	-	-

CAPITAL IMPROVEMENT PROGRAM

PROJECT DETAIL

Project Name:	Stand Alone AED units/ Sport Complexes
Project Dept./Division:	Public Works
Project Duration (FY):	FY 2025
Project Location:	SFSC, Bill Lips, Flamingo West Park



Project Description/Purpose for Project:

Installation of stand alone AED units at all three sport complexes

Operating Budget Impact:

This project will cause increased maintenance activities over the long term for repair and replacements.

If competitive bidding or professional negotiation is required, explain:

Competitive bidding will be required if any single cost item exceed limits of the procurement code.

FUNDING SOURCES	PRIOR YEARS*	2025	2026	2027	2028	2029	Total FY 25-FY 29
FUNDING							
Grants	-	-	-	-	-	-	-
Capital Projects Fund	-	50,000	-	-	-	-	50,000
Total Funding	-	50,000	-	-	-	-	50,000

PROJECT COSTS	PRIOR YEARS*	2025	2026	2027	2028	2029	Total FY 25-FY 29
Design	-	-	-	-	-	-	-
Construction	-	-	-	-	-	-	-
Other Costs	-	50,000	-	-	-	-	50,000
Total Project Costs	-	50,000	-	-	-	-	50,000

*Prior years include a projected total for the most recent fiscal year, in addition to actual costs for previous fiscal years.

CAPITAL IMPROVEMENT PROGRAM

PROJECT DETAIL

Project Name:	Card Access System
Project Dept./Division:	Public Works
Project Duration (FY):	FY 2025
Project Location:	City Facilities



Project Description/Purpose for Project:
 Professional Consultant services for assessment and recommendation for a card access system and video monitoring system at City facilities. The City facilities are in need of increased security and control of City building access.

Operating Budget Impact:

This project may require specific software to be paid annually in the operating budget.

If competitive bidding or professional negotiation is required, explain:

This project will require a competitive bid process as the costs are anticipated to exceed limits in the procurement code.

FUNDING SOURCES	PRIOR YEARS*	2025	2026	2027	2028	2029	Total FY 25-FY 29
FUNDING							
Grants	-	-	-	-	-	-	-
Capital Projects Fund	-	30,000	-	-	-	-	30,000
Total Funding	-	30,000	-	-	-	-	30,000

PROJECT COSTS	PRIOR YEARS*	2025	2026	2027	2028	2029	Total FY 25-FY 29
Design	-	30,000	-	-	-	-	30,000
Construction	-	-	-	-	-	-	-
Other Costs	-	-	-	-	-	-	-
Total Project Costs	-	30,000	-	-	-	-	30,000

*Prior years include a projected total for the most recent fiscal year, in addition to actual costs for previous fiscal years.

CAPITAL IMPROVEMENT PROGRAM

PROJECT DETAIL

Project Name:	City Hall Auditorium - ADA Bathrooms
Project Dept./Division:	Public Works
Project Duration (FY):	FY 2025
Project Location:	City Hall Auditorium restrooms



Project Description/Purpose for Project:

Redesign and install ADA compliant restrooms.

Operating Budget Impact:

This project will have no impact on the future operating budget, however, it may bring in rental revenue.

If competitive bidding or professional negotiation is required, explain:

This project will require a competitive bid process as the costs are anticipated to exceed limits in the procurement code.

FUNDING SOURCES	PRIOR YEARS*	2025	2026	2027	2028	2029	Total FY 25-FY 29
FUNDING							
Grants	-	-	-	-	-	-	-
Capital Projects Fund	-	100,000	-	-	-	-	100,000
Total Funding	-	100,000	-	-	-	-	100,000

PROJECT COSTS	PRIOR YEARS*	2025	2026	2027	2028	2029	Total FY 25-FY 29
Design	-	-	-	-	-	-	-
Construction	-	100,000	-	-	-	-	100,000
Other Costs	-	-	-	-	-	-	-
Total Project Costs	-	100,000	-	-	-	-	100,000

*Prior years include a projected total for the most recent fiscal year, in addition to actual costs for previous fiscal years.

CAPITAL IMPROVEMENT PROGRAM

PROJECT DETAIL

Project Name:	Citywide A/C Replacement
Project Dept./Division:	Public Works
Project Duration (FY):	Recurring Expenditure - FY 2026
Project Location:	Police Station



Project Description/Purpose for Project:

Replace AC Units on City buildings per the replacement schedule. Possible funding through Energy Performance Contract.

Operating Budget Impact:

This project may reduce electricity costs due to more effective ventilation in City facilities.

If competitive bidding or professional negotiation is required, explain:

This will require a competitive bid process as the costs are anticipated to exceed limits in the procurement code.

FUNDING SOURCES	PRIOR YEARS*	2025	2026	2027	2028	2029	Total FY 25-FY 29
FUNDING							
Grants	-	-	-	-	-	-	-
Capital Projects Fund	58,000	250,000	80,000	-	-	-	330,000
Total Funding	58,000	250,000	80,000	-	-	-	330,000

PROJECT COSTS	PRIOR YEARS*	2025	2026	2027	2028	2029	Total FY 25-FY 29
Design	-	-	-	-	-	-	-
Construction	58,000	250,000	80,000	-	-	-	330,000
Other Costs	-	-	-	-	-	-	-
Total Project Costs	58,000	250,000	80,000	-	-	-	330,000

*Prior years include a projected total for the most recent fiscal year, in addition to actual costs for previous fiscal years.

CAPITAL IMPROVEMENT PROGRAM

PROJECT DETAIL

Project Name:	Fire Station Epoxy Floor
Project Dept./Division:	Public Works
Project Duration (FY):	FY 2025
Project Location:	Cooper City Fire Station



Project Description/Purpose for Project:

Installation of epoxy flooring and restriping of floor in bay of fire station

Operating Budget Impact:

This project will have no impact on the future operating budget.

If competitive bidding or professional negotiation is required, explain:

Competitive bidding will be required as the cost are anticipated to exceed limits of the procurement code.

FUNDING SOURCES	PRIOR YEARS*	2025	2026	2027	2028	2029	Total FY 25-FY 29
FUNDING							
Grants	-	-	-	-	-	-	-
Capital Projects Fund	-	37,000	-	-	-	-	37,000
Total Funding	-	37,000	-	-	-	-	37,000

PROJECT COSTS	PRIOR YEARS*	2025	2026	2027	2028	2029	Total FY 25-FY 29
Design	-	-	-	-	-	-	-
Construction	-	37,000	-	-	-	-	37,000
Other Costs	-	-	-	-	-	-	-
Total Project Costs	-	37,000	-	-	-	-	37,000

*Prior years include a projected total for the most recent fiscal year, in addition to actual costs for previous fiscal years.

CAPITAL IMPROVEMENT PROGRAM

PROJECT DETAIL

Project Name:	Fleet Maintenance Facility Epoxy Floor
Project Dept./Division:	PW/ 312
Project Duration (FY):	FY 2025
Project Location:	Fleet Maintenance Facility



Project Description/Purpose for Project:
 Installation of epoxy flooring in bay area of fleet building. Pricing based on estimate from FY22 plus 15%.

Operating Budget Impact:

This project will have no impact on the future operating budget.

If competitive bidding or professional negotiation is required, explain:

Bidding or three competitive quotes will be required.

FUNDING SOURCES	PRIOR YEARS*	2025	2026	2027	2028	2029	Total FY 25-FY 29
FUNDING							
Grants	-	-	-	-	-	-	-
Capital Projects Fund	-	59,000	-	-	-	-	59,000
Total Funding	-	59,000	-	-	-	-	59,000

PROJECT COSTS	PRIOR YEARS*	2025	2026	2027	2028	2029	Total FY 25-FY 29
Design	-	-	-	-	-	-	-
Construction	-	59,000	-	-	-	-	59,000
Other Costs	-	-	-	-	-	-	-
Total Project Costs	-	59,000	-	-	-	-	59,000

*Prior years include a projected total for the most recent fiscal year, in addition to actual costs for previous fiscal years.

CAPITAL IMPROVEMENT PROGRAM

PROJECT DETAIL

Project Name:	Landscape Beautification
Project Dept./Division:	Public Works
Project Duration (FY):	FY 2023 - FY 2027
Project Location:	City parks, thoroughfares, streets, and miscellaneous public spaces.



Project Description/Purpose for Project:

Landscape beautification of city parks, thoroughfares, streets and miscellaneous public spaces in accordance with the Landscape Master Plan. The Landscape Master Plan will act as a guide to a unifying theme uniting all City public spaces. Standard design guidelines will be used for each project as they are phased over time.

Operating Budget Impact:

This project may have an impact on the future operating budget. Maintenance cost can be expected to increase for newly landscaped areas.

If competitive bidding or professional negotiation is required, explain:

This project will be a combination of inhouse work and outsourced services when work exceeds inhouse capabilities. When outsourced services and material costs exceeds procurement thresholds a competitive bid process will be utilized to stabilize costs and time.

FUNDING SOURCES	PRIOR YEARS*	2025	2026	2027	2028	2029	Total FY 25-FY 29
FUNDING							
Capital Projects Fund	800,000	700,000	250,000	250,000	-	-	1,200,000
Total Funding	800,000	700,000	250,000	250,000	-	-	1,200,000

PROJECT COSTS	PRIOR YEARS*	2025	2026	2027	2028	2029	Total FY 25-FY 29
Design	80,000	70,000	25,000	25,000	-	-	120,000
Construction	720,000	630,000	225,000	225,000	-	-	1,080,000
Total Project Costs	800,000	700,000	250,000	250,000	-	-	1,200,000

*Prior years include a projected total for the most recent fiscal year, in addition to actual costs for previous fiscal years.

CAPITAL IMPROVEMENT PROGRAM

PROJECT DETAIL

Project Name:	LED Streetlight - Griffin Road
Project Dept./Division:	Public Works
Project Duration (FY):	FY 2025
Project Location:	Griffin Road - Pine Island to Flamingo Road



Project Description/Purpose for Project:

Converting streetlights on Griffin Road to LED from Pine Island west to Flamingo Road

Operating Budget Impact:

This project will have no impact on the future operating budget.

If competitive bidding or professional negotiation is required, explain:

This project will require a competitive bid process as the costs are anticipated to exceed limits in the procurement code.

FUNDING SOURCES	PRIOR YEARS*	2025	2026	2027	2028	2029	Total FY 25-FY 29
FUNDING							
Grants	-	-	-	-	-	-	-
Capital Projects Fund	-	100,000	-	-	-	-	100,000
Total Funding	-	100,000	-	-	-	-	100,000

PROJECT COSTS	PRIOR YEARS*	2025	2026	2027	2028	2029	Total FY 25-FY 29
Design	-	-	-	-	-	-	-
Construction	-	100,000	-	-	-	-	100,000
Other Costs	-	-	-	-	-	-	-
Total Project Costs	-	100,000	-	-	-	-	100,000

*Prior years include a projected total for the most recent fiscal year, in addition to actual costs for previous fiscal years.

CAPITAL IMPROVEMENT PROGRAM

PROJECT DETAIL

Project Name:	Parking Lot Resurface- SFSC, Fire, PD
Project Dept./Division:	Public Works
Project Duration (FY):	FY 2025
Project Location:	SFSC, Fire & Police



Project Description/Purpose for Project:

Rehabilitate and restripe parking surface at the SHF Sports Complex including Fire & Police parking lots in need of rehabilitation and restriping due to normal wear and tear.

Operating Budget Impact:

This project will have no impact on the future operating budget.

If competitive bidding or professional negotiation is required, explain:

This project will require a competitive bid process as the costs are anticipated to exceed limits in the procurement code.

FUNDING SOURCES	PRIOR YEARS*	2025	2026	2027	2028	2029	Total FY 25-FY 29
FUNDING							
Grants	-	-	-	-	-	-	-
Capital Projects Fund	85,000	600,000	-	-	-	-	685,000
Total Funding	85,000	600,000	-	-	-	-	

PROJECT COSTS	PRIOR YEARS*	2025	2026	2027	2028	2029	Total FY 25-FY 29
Design	-	-	-	-	-	-	-
Construction	858,000	600,000	-	-	-	-	685,000
Other Costs	-	-	-	-	-	-	-
Total Project Costs	858,000	600,000	-	-	-	-	

*Prior years include a projected total for the most recent fiscal year, in addition to actual costs for previous fiscal years.

CAPITAL IMPROVEMENT PROGRAM

PROJECT DETAIL

Project Name:	Paver Replacement
Project Dept./Division:	Parks and Recreation - 710
Project Duration (FY):	FY 2025
Project Location:	Pool and Tennis Center - Pool



Project Description/Purpose for Project:

The pool deck at the Pool and Tennis Center spans approximately 1,500 square feet and is covered with pavers that have become faded and worn. In 2023, a section of the patio area had to be repaired for safety reasons. During this repair, it was recommended that the entire area would need to be replaced in the future.

Operating Budget Impact:

The estimated cost is approximately \$180,000. This would cover the removal, replacement, and installation of the pavers. You have the option to replace the existing pavers with identical ones or choose a different style. The costs include replacing the paver sand, hauling away debris from the work site, removing and reinstalling railings around the pool deck (if necessary), applying polymeric sand in the joints to prevent weed growth, and sealing the pavers to prevent wear and tear.

If competitive bidding or professional negotiation is required, explain:

Competitive bidding will be required.

FUNDING SOURCES	PRIOR YEARS*	2025	2026	2027	2028	2029	Total FY 25-FY 29
FUNDING							
Grants	-	-	-	-	-	-	-
Capital Projects Fund	-	50,000	-	-	-	-	50,000
Total Funding	-	50,000	-	-	-	-	50,000

PROJECT COSTS	PRIOR YEARS*	2025	2026	2027	2028	2029	Total FY 25-FY 29
Design	-	-	-	-	-	-	-
Construction	-	50,000	-	-	-	-	50,000
Other Costs	-	-	-	-	-	-	-
Total Project Costs	-	50,000	-	-	-	-	50,000

*Prior years include a projected total for the most recent fiscal year, in addition to actual costs for previous fiscal years.

CAPITAL IMPROVEMENT PROGRAM

PROJECT DETAIL

Project Name:	Pickleball Court Improvements
Project Dept./Division:	Public Works
Project Duration (FY):	FY 2023
Project Location:	Suellen H. Fardelmann Sports Complex



Project Description/Purpose for Project:

Installation of improvements to support activities at the Suellen H. Fardelmann Pickleball Courts to include: new water fountain, shade screens, court modifications and leisure enhancements.

Operating Budget Impact:

This project will cause increased maintenance activities over the long term for repair and replacements.

If competitive bidding or professional negotiation is required, explain:

Competitive bidding will be required if any single cost item exceed limits of the procurement code.

FUNDING SOURCES	PRIOR YEARS*	2025	2026	2027	2028	2029	Total FY 25-FY 29
FUNDING							
Grants	-	-	-	-	-	-	-
Capital Projects Fund	34,953	100,000	-	-	-	-	100,000
Total Funding	34,953	100,000	-	-	-	-	100,000

PROJECT COSTS	PRIOR YEARS*	2025	2026	2027	2028	2029	Total FY 25-FY 29
Design	-	-	-	-	-	-	-
Construction	34,953	100,000	-	-	-	-	100,000
Other Costs	-	-	-	-	-	-	-
Total Project Costs	34,953	100,000	-	-	-	-	100,000

*Prior years include a projected total for the most recent fiscal year, in addition to actual costs for previous fiscal years.

CAPITAL IMPROVEMENT PROGRAM

PROJECT DETAIL

Project Name:	Public Safety Complex Design
Project Dept./Division:	Property Maint/ 312
Project Duration (FY):	FY 2025
Project Location:	Cooper City Fire Station 28 and Police station

Project Description/Purpose for Project:

During FY 24, we are planning to conduct a study to determine whether we continue to serve the residents from one centralized location or open a satellite station. Regardless of the final outcome of that study, it is clear that our station is in need for replacement or significant upgrade, therefore, an Initial Phase of Fire Station Assessment, space study and preliminary design is being proposed for FY 25. Having a detail plan would allow us to have a general cost estimate to pursue grants and earmarks in future years.

Operating Budget Impact:

This project will have no impact on future operating budget as we do not plan to expand the staffing levels as a result of this project.

If competitive bidding or professional negotiation is required, explain:

This project will require a competitive bid process as the costs are anticipated to exceed procurement code. An RFP for architectural services will need to be prepared.

FUNDING SOURCES	PRIOR YEARS*	2025	2026	2027	2028	2029	Total FY 25-FY 29
FUNDING							
Grants	-	-	-	-	-	-	-
Capital Projects Fund	-	1,200,000	-	-	-	-	1,200,000
Total Funding	-	1,200,000	-	-	-	-	1,200,000

PROJECT COSTS	PRIOR YEARS*	2025	2026	2027	2028	2029	Total FY 25-FY 29
Design	-	1,200,000	-	-	-	-	1,200,000
Construction	-	-	-	-	-	-	-
Other Costs	-	-	-	-	-	-	-
Total Project Costs	-	1,200,000	-	-	-	-	1,200,000

*Prior years include a projected total for the most recent fiscal year, in addition to actual costs for previous fiscal years.

CAPITAL IMPROVEMENT PROGRAM

PROJECT DETAIL

Project Name:	PW Admin. Bldg. Const. Design
Project Dept./Division:	Public Works
Project Duration (FY):	FY 2025
Project Location:	Public Works Compound



Project Description/Purpose for Project:

Given the condition of the PW offices and opportunity to better utilize the PW yard, it is better that we allocate funds to plan and design a long term solution that would better fit the needs of the department and utilize the city's assets.

Operating Budget Impact:

This project will impact the operating budget with additional costs for water, electric, janitorial and pest control costs.

If competitive bidding or professional negotiation is required, explain:

This project will require a competitive bid process as the costs are anticipated to exceed limits in the procurement code.

FUNDING SOURCES	PRIOR YEARS*	2025	2026	2027	2028	2029	Total FY 25-FY 29
FUNDING							
Grants	-	-	-	-	-	-	-
Capital Projects Fund	-	500,000	-	-	-	-	500,000
Total Funding	-	500,000	-	-	-	-	500,000

PROJECT COSTS	PRIOR YEARS*	2025	2026	2027	2028	2029	Total FY 25-FY 29
Design	-	500,000	-	-	-	-	500,000
Construction	-	-	-	-	-	-	-
Other Costs	-	-	-	-	-	-	-
Total Project Costs	-	500,000	-	-	-	-	500,000

*Prior years include a projected total for the most recent fiscal year, in addition to actual costs for previous fiscal years.

CAPITAL IMPROVEMENT PROGRAM

PROJECT DETAIL

Project Name:	RV Lot Equipment Shed Replacement
Project Dept./Division:	Property Maintenance/ 312
Project Duration (FY):	FY 2025
Project Location:	East & West RV Lot locations



Project Description/Purpose for Project:

Replace current equipment sheds at both RV lot locations to house security and computer equipment for RV lot gate, lighting and security operation.

Operating Budget Impact:

This project will have no impact on the future operating budget.

If competitive bidding or professional negotiation is required, explain:

This project will not require a competitive bid process.

FUNDING SOURCES	PRIOR YEARS*	2025	2026	2027	2028	2029	Total FY 25-FY 29
FUNDING							
Grants	-	-	-	-	-	-	-
Capital Projects Fund	-	50,000	-	-	-	-	50,000
Total Funding	-	50,000	-	-	-	-	50,000

PROJECT COSTS	PRIOR YEARS*	2025	2026	2027	2028	2029	Total FY 25-FY 29
PROJECT COSTS							
Design	-	-	-	-	-	-	-
Construction	-	50,000	-	-	-	-	50,000
Other Costs	-	-	-	-	-	-	-
Total Project Costs	-	50,000	-	-	-	-	50,000

*Prior years include a projected total for the most recent fiscal year, in addition to actual costs for previous fiscal years.

CAPITAL IMPROVEMENT PROGRAM

PROJECT DETAIL

Project Name:	Stirling Road Roadway & Drainage Improvements Design
Project Dept./Division:	Public Works
Project Duration (FY):	FY 2024 -2025
Project Location:	Stirling Road from Palm Avenue to Flamingo Road

Project Description/Purpose for Project:

Surtax funded project for Stirling Road Improvements from Flamingo Road to Palm Avenue. Project Funding Agreement (PFA) executed by both Broward County and City for design of improvements. A future PFA will be required for construction. Funding for construction is committed upon completion of design.

Operating Budget Impact:

This project will have no impact on the future operating budget.

If competitive bidding or professional negotiation is required, explain:

No bidding is required, a cooperative contract is currently in place.

FUNDING SOURCES	PRIOR YEARS*	2025	2026	2027	2028	2029	Total FY 25-FY 29
FUNDING							
Grants	-	-	-	-	-	-	-
Capital Projects Fund Broward County	-	-	-	-	-	-	-
Transportation Surtax	-	360,000	-	-	-	-	360,000
Total Funding	-	360,000	-	-	-	-	360,000

PROJECT COSTS	PRIOR YEARS*	2025	2026	2027	2028	2029	Total FY 25-FY 29
Design	-	-	-	-	-	-	-
Construction	-	360,000	-	-	-	-	360,000
Other Costs	-	-	-	-	-	-	-
Total Project Costs	-	360,000	-	-	-	-	360,000

*Prior years include a projected total for the most recent fiscal year, in addition to actual costs for previous fiscal years.

CAPITAL IMPROVEMENT PROGRAM

PROJECT DETAIL

Project Name:	Tennis Court Refurbishment
Project Dept./Division:	Public Works
Project Duration (FY):	Recurring Expenditure- FY2025
Project Location:	Forest Lake & Tamarind Parks



Project Description/Purpose for Project:

Resurface tennis courts, replace nets and poles, wind screens, and replace divider nets. This project is to resurface worn and deteriorated courts and replace nets, poles and windscreens.

Operating Budget Impact:

This project will have no impact on the future operating budget.

If competitive bidding or professional negotiation is required, explain:

No bidding is required, a cooperative contract is currently in place.

FUNDING SOURCES	PRIOR YEARS*	2025	2026	2027	2028	2029	Total FY 25-FY 29
FUNDING							
Grants	-	-	-	-	-	-	-
Capital Projects Fund	137,515	75,000	90,000	81,000	-	-	246,000
Total Funding	137,515	75,000	90,000	81,000	-	-	246,000

PROJECT COSTS	PRIOR YEARS*	2025	2026	2027	2028	2029	Total FY 25-FY 29
Design	-	-	-	-	-	-	-
Construction	137,515	75,000	90,000	81,000	-	-	246,000
Other Costs	-	-	-	-	-	-	-
Total Project Costs	137,515	75,000	90,000	81,000	-	-	246,000

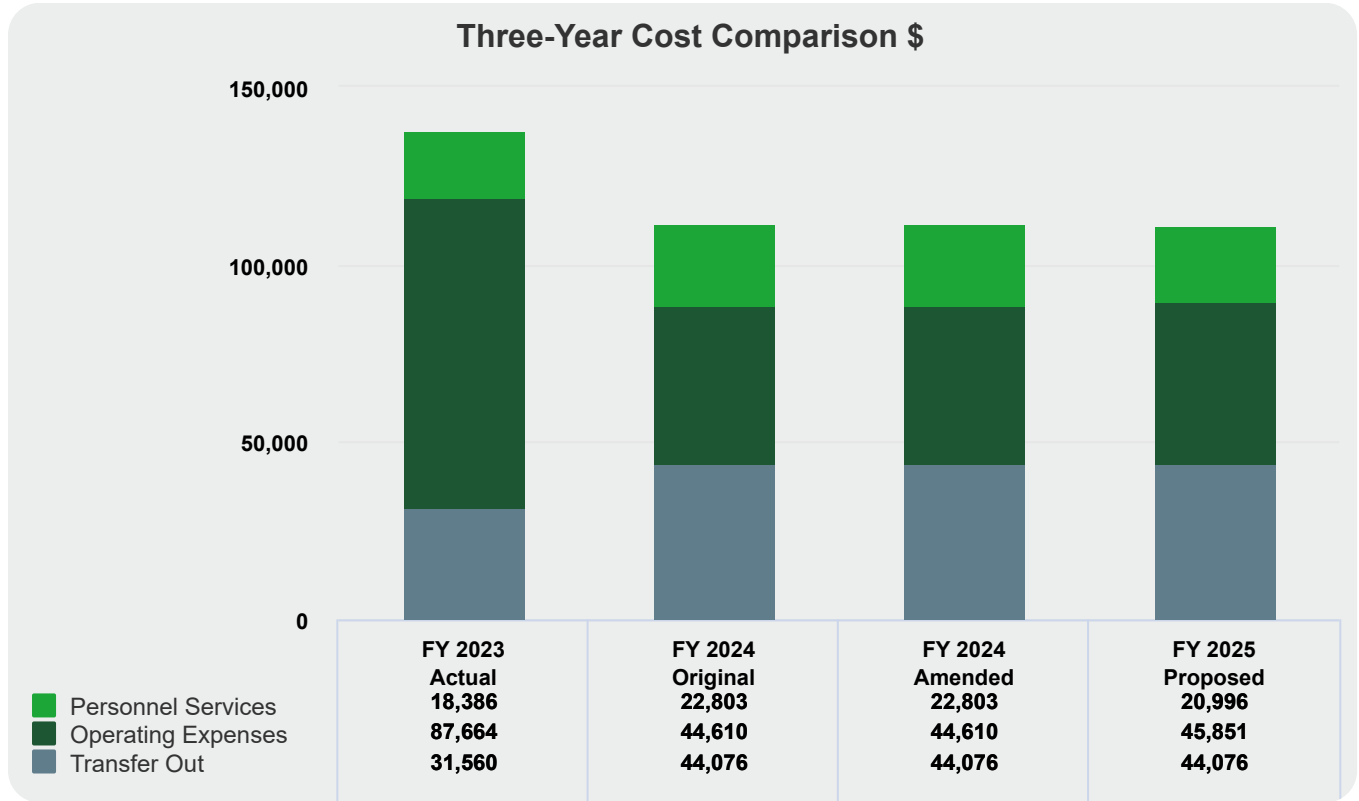
*Prior years include a projected total for the most recent fiscal year, in addition to actual costs for previous fiscal years.

PARKING LOT FUND

Mission:

This fund is used to account for the income and expenses of operating the City's two boat and RV storage parking lots.

Budget Summary



PARKING LOT FUND

\$	FY 2023	FY 2024		FY 2025		
	Actuals	Original Budget	Amended Budget As Of 6/30/2024	Proposed Budget	% Over/ (Under) FY 2024 Orig. Budget	\$ Over/ (Under) FY 2024 Orig. Budget
Revenue						
Charges for Services	149,887	153,000	153,000	161,000	5.23%	8,000
Interest Income	(294)	1,500	1,500	3,000	100.00%	1,500
Miscellaneous Income	443	-	-	-	0.00%	-
Total Funding	150,036	154,500	154,500	164,000	6.15%	9,500
Expenditure						
Wages	15,229	14,838	14,838	16,559	11.60%	1,721
Benefits	3,157	7,965	7,965	4,437	-44.29%	(3,528)
Total Personnel Services	18,386	22,803	22,803	20,996	-7.92%	(1,807)
Operating Expense	87,664	44,610	44,610	45,851	2.78%	1,241
Total Operating Expense	87,664	44,610	44,610	45,851	2.78%	1,241
Transfers Out	31,560	44,076	44,076	44,076	0.00%	-
Total Transfers Out	31,560	44,076	44,076	44,076	0.00%	-
Total Expenditure	137,610	111,489	111,489	110,923	-0.51%	(566)
Over/(Under)	12,426	43,011	43,011	53,077	23.40%	10,066

PARKING LOT FUND

Parking Lot Fund Revenue

GL Number	\$	FY 2023	FY 2024		FY 2025		
		Actuals	Original Budget	Amended Budget As Of 6/30/2024	Proposed Budget	% Over/ (Under) FY 2024 Orig. Budget	\$ Over/ (Under) FY 2024 Orig. Budget
Charges for Services							
400-000-343901-343-00000	SERVICE CHARGE-MISCELLANEOUS	-	3,000	3,000	3,000	0.00%	-
400-000-343910-343-00000	LATE FEES	2,755	-	-	-	0.00%	-
400-000-344500-344-00000	TRANSPORTATION-PARKING FACILITY	147,132	150,000	150,000	158,000	5.33%	8,000
Total Charges for Services		149,887	153,000	153,000	161,000	5.23%	8,000
Miscellaneous Income							
400-000-369900-369-00000	OTHER MISCELLANEOUS REVENUES	443	-	-	-	0.00%	-
Total Miscellaneous Income		443	-	-	-	0.00%	-
Interest Income							
400-000-389100-389-00000	PROPRIETARY-INTEREST	2,533	1,500	1,500	3,000	100.00%	1,500
Total Interest Income		2,533	1,500	1,500	3,000	100.00%	1,500
Total Revenue		152,863	154,500	154,500	164,000	6.15%	9,500

PARKING LOT FUND

Parking Lot Fund Expense

GL Number	\$	FY 2023	FY 2024		FY 2025		
		Actuals	Original Budget	Amended Budget As Of 6/30/2024	Proposed Budget	% Over/ (Under) FY 2024 Orig. Budget	\$ Over/ (Under) FY 2024 Orig. Budget
Wages							
400-810-512100-545-00000	SALARIES-REGULAR	14,049	14,838	14,838	16,559	11.60%	1,721
400-810-512200-545-00000	SALARIES-OTHER	1,180	-	-	-	0.00%	-
Total Wages		15,229	14,838	14,838	16,559	11.60%	1,721
Benefits							
400-810-521100-000-00000	BENEFITS-FICA	1,143	1,135	1,135	1,267	11.63%	132
400-810-521200-000-00000	BENEFITS-RETIREMENT	1,792	2,014	2,014	2,257	12.07%	243
400-810-521300-000-00000	BENEFITS-GROUP INSURANCE	210	4,813	4,813	910	-81.09%	(3,903)
400-810-521400-000-00000	BENEFITS-WORKERS COMPENSATION	10	3	3	3	0.00%	-
400-810-522800-000-00000	OTHER PAYROLL COSTS	21	-	-	-	0.00%	-
Total Benefits		3,176	7,965	7,965	4,437	-44.29%	(3,528)
Personnel Services		18,405	22,803	22,803	20,996	-7.92%	(1,807)
Operating Expenditures							
400-810-531225-545-00000	CONTRACT SERVICE-MOWING	14,757	18,000	18,000	18,000	0.00%	-
400-810-531290-545-00000	CONTRACTUAL SERVICES*	15,900	-	-	-	0.00%	-
400-810-533411-545-00000	UTILITIES-TELEPHONE, INTERNET, CABLE	4,520	4,560	4,560	5,100	11.84%	540
400-810-533431-545-00000	UTILITIES-ELECTRICITY	3,121	2,800	2,800	3,238	15.64%	438
400-810-534160-545-00000	REPAIRS-BUILDING & PROPERTY	1,386	5,250	5,250	5,513	5.01%	263
400-810-534410-545-00000	MAINTENANCE-CONTRACTS	11,100	12,000	12,000	12,000	0.00%	-
400-810-535110-545-00000	SUPPLIES-OFFICE*	-	1,000	1,000	1,000	0.00%	-
400-810-535185-545-00000	SUPPLIES-SPECIAL	-	1,000	1,000	1,000	0.00%	-
400-810-539200-545-00000	DEPRECIATION	36,880	-	-	-	0.00%	-
Operating Expenditures		87,664	44,610	44,610	45,851	2.78%	1,241
Transfers Out							
400-810-591001-545-00000	ENTERPRISE TRANSFER TO GENERAL	22,365	34,881	34,881	34,881	0.00%	-
400-810-591103-545-00000	TRANSFER TO ROAD & BRIDGE FUND	9,195	9,195	9,195	9,195	0.00%	-
Transfers Out		31,560	44,076	44,076	44,076	0.00%	-
Parking Lot Fund Expense Total		137,629	111,489	111,489	110,923	-0.51%	(566)

*Related footnote on following page

PARKING LOT FUND

Parking Lot - Footnote Detail

Account Name	Footnote Detail	FY 2025 Proposed Budget
Contract Service-Mowing	Group "B" mowing, irrigation, pruning-Group "B" mowing, irrigation, pruning	18,000
	Total	18,000
Maintenance-Contracts	RV Lot monitoring equipment maintenance only	12,000
	Total	12,000

PARKING LOT FUND

Position#	Job Title Description	Regular Pay Rate Description	Regular Pay Rate Amount	Amount FY 24 Annual wages	FY 24 COLA	Merit Increase	FY 25 COLA	FY 25 Total Wages
001-130-0011	Accounting Technician	Hourly	\$27.57	\$15,769.58	\$0.00	\$285.15	\$504.63	\$16,559.36
				\$15,769.58		\$285.15	\$504.63	\$16,559.36

STORMWATER FUND

Mission:

To provide storm water management services in compliance with the National Pollutant Discharge Elimination System (NPDES) Permit.

Field Operation Superintendent* (910)

Stormwater Supervisor (315)

* The positions funded from Water Distribution Division 910.

FY 2024 Year to Date Accomplishments:

- > Inspected and cleaned 20% of the City's storm drain system.
- > Responded to several flooding emergencies throughout the year.
- > Initiate the assessment of the FY25 rate increase based on the CPI index and comparative analysis with other municipalities in the county to ensure accuracy and competitiveness.

Goals for FY 2025:

- > Clean approximately 20% of the City's storm drain system.
- > Initiate the Stormwater hydraulic modeling.
- > Improve Stormwater GIS dashboard.

Performance Measures:

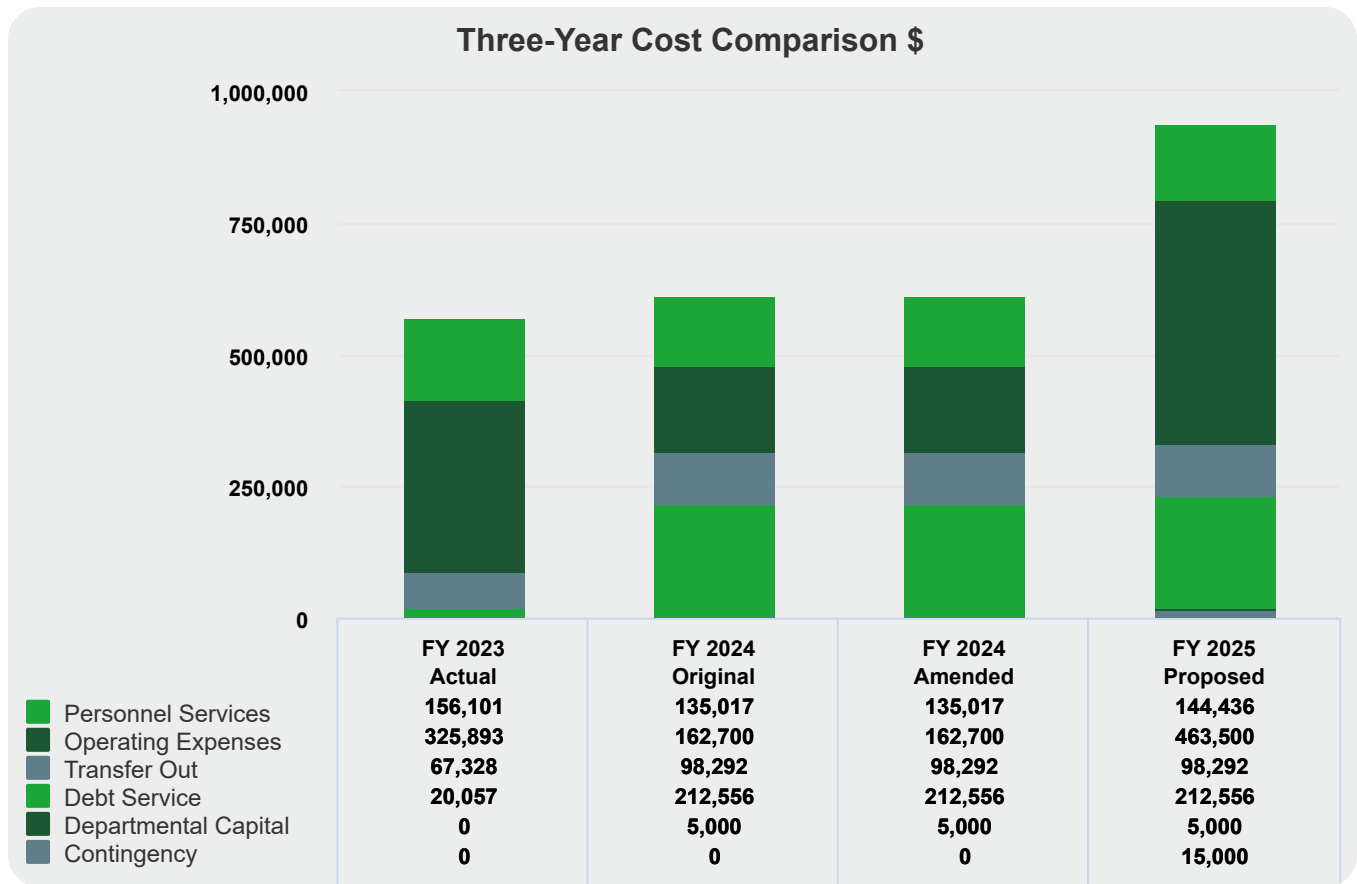
Performance Measure	Indicator	FY 2023 Results	FY 2024 YTD Results	FY 2025 Target
Stormwater National Pollutant Discharge System (NPDES) Compliance Rate	Percentage of time each year that the stormwater utility meets all of the regulatory standards for stormwater management.	100%	100%	100%
Stormwater Catch Basins inspected & cleaned	Number of basins inspected & cleaned	470	440	400
Drainage piping cleaned	Feet of drainage piping cleaned	46,000	44,969	40,000

Position Listing

Full Time (FT)/Other	Position Summary					
	FY 2022		FY 2024		FY 2025 Proposed	
	FT	Other	FT	Other	FT	Other
Stormwater Supervisor	1	-	1	-	1	-
Total	1	-	1	-	1	-
Full-Time Equivalent	1.0	-	1.0	-	1.0	-

STORMWATER FUND (CONTINUED)

Budget Summary



STORMWATER DEBT SERVICE

Purpose:

To provide for the repayment of government debt, collateralized by the full faith and credit of the City's taxing authority. The City has no legal debt limits. The City's projected outstanding debt as of September 30, 2024 is approximately \$565 thousand. The outstanding debt consists of a Stormwater Note Payable.

Debt Appropriation by Fund				
Fiscal Year 2025				
Fund	Type of Debt	Principal	Interest	Total
Stormwater Fund	Notes Payable	\$201,435	\$11,121	\$212,556

Stormwater Fund

The Stormwater Department is used to budget for principal and interest payments of the Stormwater Notes Payable entered into by the City in April, 2017. The Notes Payable was issued to finance improvements to the City's stormwater management utility system.

The tables below show a four-year breakdown of the remaining payment schedule for the City's Stormwater Debt Service including the purpose and amount of the issue, interest rate, and maturity date.

Debt Service Summary				
	FY 2025	FY 2026	FY 2027	FY 2028
Principal	\$201,435	\$206,046	\$157,624	\$0
Interest	11,121	6,510	1,792	0
Stormwater Notes Payable	\$212,556	\$212,556	\$159,416	\$0
Total Payments	\$212,556	\$212,556	\$159,416	\$0

Debt Type	Purpose of Issue	Amount of Issue	Interest Rate	Maturity Date
Stormwater Notes Payable	Improvements to the City's stormwater management utility system.	1,900,000	2.27%	April 1, 2027

STORMWATER FUND

\$	FY 2023	FY 2024		FY 2025		
	Actuals	Original Budget	Amended Budget As Of 6/30/2024	Proposed Budget	% Over/ (Under) FY 2024 Orig. Budget	\$ Over/ (Under) FY 2024 Orig. Budget
Revenue						
Charges for Services	556,948	559,565	559,565	644,803	15.23%	85,238
Interest Income	5,422	4,000	4,000	9,000	125.00%	5,000
Appropriation from Retained Earnings	-	50,000	50,000	84,981	69.96%	34,981
Total Revenue	562,370	613,565	613,565	738,784	20.41%	125,219
Transfers In						
Transfers In	-	-	-	200,000	0.00%	200,000
Total Transfers In	-	-	-	200,000	0.00%	200,000
Total Funding	562,370	613,565	613,565	938,784	53.00%	325,219
Expenditure						
Wages	86,330	81,889	81,889	89,337	9.10%	7,448
Benefits	69,771	53,128	53,128	55,099	3.71%	1,971
Total Personnel Services	156,101	135,017	135,017	144,436	6.98%	9,419
Operating Expenditures	325,893	162,700	162,700	463,500	184.88%	300,800
Departmental Capital	-	5,000	5,000	5,000	0.00%	-
Transfers Out	67,328	98,292	98,292	98,292	0.00%	-
Debt Service	20,057	212,556	212,556	212,556	0.00%	-
Contingency	-	-	-	15,000	0.00%	15,000
Total Expenditure	569,379	613,565	613,565	938,784	53.00%	325,219
Over/(Under)	(7,009)	-	-	-	0.00%	-

STORMWATER FUND

Stormwater Fund Revenue

GL Number	\$	FY 2023	FY 2024		FY 2025		
		Actuals	Original Budget	Amended Budget As Of 6/30/2024	Proposed Budget	% Over/ (Under) FY 2024 Orig. Budget	\$ Over/ (Under) FY 2024 Orig. Budget
Charges for Services							
440-000-343905-343-00000	SERVICE CHARGE-STORM WATER	556,948	559,565	559,565	644,803	15.23%	85,238
Total Charges for Services		556,948	559,565	559,565	644,803	15.23%	85,238
Interest Income							
440-000-389100-389-00000	PROPRIETARY-INTEREST	5,422	4,000	4,000	9,000	125.00%	5,000
Total Interest Income		5,422	4,000	4,000	9,000	125.00%	5,000
Transfers In							
440-000-381450-381-00000	INTER-FUND GROUP TRSF IN-WATER/ SEWER	-	-	-	200,000	0.00%	200,000
Total Transfers In		-	-	-	200,000	0.00%	200,000
Appropriation from Retained Earnings							
440-000-389980-389-00000	APPROPRIATION FROM RETAINED EARNINGS	-	50,000	50,000	84,981	69.96%	34,981
Total Appropriation from Retained Earnings		-	50,000	50,000	84,981	69.96%	34,981
Total Revenue		562,370	613,565	613,565	938,784	53.00%	325,219

STORMWATER FUND

Stormwater Fund Expense

GL Number	\$	FY 2023	FY 2024		FY 2025		
		Actuals	Original Budget	Amended Budget As Of 6/30/2024	Proposed Budget	% Over/ (Under) FY 2024 Orig. Budget	\$ Over/ (Under) FY 2024 Orig. Budget
Wages							
440-315-512100-538-00000	SALARIES-REGULAR	82,487	78,849	78,849	88,297	11.98%	9,448
440-315-514000-538-00000	SALARIES-OVERTIME	3,137	2,000	2,000	-	-100.00%	(2,000)
440-315-515700-538-00000	SPECIAL PAY-CELL PHONE*	706	1,040	1,040	1,040	0.00%	-
	Total Wages	86,330	81,889	81,889	89,337	9.10%	7,448
Benefits							
440-315-521100-000-00000	BENEFITS-FICA	6,106	6,032	6,032	6,755	11.99%	723
440-315-521200-000-00000	BENEFITS-RETIREMENT	41,522	23,489	23,489	22,569	-3.92%	(920)
440-315-521300-000-00000	BENEFITS-GROUP INSURANCE	21,118	22,766	22,766	24,833	9.08%	2,067
440-315-521400-000-00000	BENEFITS-WORKERS COMPENSATION	922	841	841	942	12.01%	101
440-315-522800-000-00000	OTHER PAYROLL COSTS	103	-	-	-	0.00%	-
	Total Benefits	69,771	53,128	53,128	55,099	3.71%	1,971
	Personnel Services	156,101	135,017	135,017	144,436	6.98%	9,419
Operating Expenditures							
440-315-531190-538-00000	PROFESSIONAL SERVICES-MISCELLANEOUS*	-	62,000	62,000	356,000	474.19%	294,000
440-315-531290-538-00000	CONTRACTUAL SERVICES	68,356	70,000	75,000	75,000	7.14%	5,000
440-315-531320-538-00000	ADMINISTRATIVE EXPENSE	893	-	-	-	0.00%	-
440-315-531325-538-00000	FEES-REGULATORY	-	2,000	2,000	9,000	350.00%	7,000
440-315-532491-538-00000	EDUCATION & REGISTRATION	119	200	200	200	0.00%	-
440-315-532542-538-00000	DUES & MEMBERSHIPS	-	1,500	1,500	800	-46.67%	(700)
440-315-534130-538-00000	REPAIRS-VEHICLE	155	800	800	800	0.00%	-
440-315-534710-538-00000	REPAIRS-ROAD & DRAINAGE	17,192	20,000	15,000	15,000	-25.00%	(5,000)
440-315-535141-538-00000	SUPPLIES-LANDSCAPING	337	2,000	2,000	2,000	0.00%	-
440-315-535210-538-00000	SUPPLIES-UNIFORMS	-	-	-	500	0.00%	500
440-315-535410-538-00000	SUPPLIES-SAFETY EQUIPMENT	981	1,000	1,000	1,000	0.00%	-
440-315-535420-538-00000	SUPPLIES-MINOR TOOLS	1,487	1,500	1,500	1,500	0.00%	-
440-315-535620-538-00000	SUPPLIES-GAS & OIL	2,529	1,700	1,700	1,700	0.00%	-
440-315-539200-538-00000	DEPRECIATION	233,844	-	-	-	0.00%	-
	Operating Expenditures	325,893	162,700	162,700	463,500	184.88%	300,800
Departmental Capital							
440-315-564700-538-00000	EQUIPMENT & MACHINERY-EQUIPMENT	4,963	5,000	5,000	5,000	0.00%	-
440-315-564999-538-00000	CONTRA EXPENSE	(4,963)	-	-	-	0.00%	-
	Departmental Capital	-	5,000	5,000	5,000	0.00%	-
Transfers Out							
440-315-591001-538-00000	ENTERPRISE TRANSFER TO GENERAL	55,328	86,292	86,292	86,292	0.00%	-
440-315-591103-538-00000	TRANSFER TO ROAD & BRIDGE FUND	12,000	12,000	12,000	12,000	0.00%	-
	Transfers Out	67,328	98,292	98,292	98,292	0.00%	-
Debt Service							
440-315-571890-538-00000	DEBT SERVICE PRINCIPAL-STORM WATER	-	196,926	196,926	201,435	2.29%	4,509
440-315-572890-538-00000	DEBT SERVICE INTEREST-STORM WATER	20,057	15,630	15,630	11,121	-28.85%	(4,509)
	Debt Service	20,057	212,556	212,556	212,556	0.00%	-
Contingency							
440-315-599000-538-00000	CONTINGENCY*	-	-	-	15,000	0.00%	15,000
	Contingency	-	-	-	15,000	0.00%	15,000
	Stormwater Total	569,379	613,565	613,565	938,784	53.00%	325,219

*Related footnote on following page

STORMWATER FUND

Professional Services-Miscellaneous	Engineering assistance with NPDES Permit	26,000
	Storm Water Rate Study	325,000
	GIS Stormwater Services	5,000
	Total	356,000
Contractual Services	Storm drain cleaning services	45,000
	Stormwater repairs	23,000
	Retention ponds maintenance	7,000
	Total	75,000
Fees-Regulatory	NPDES Permit Fees	9,000
	Total	9,000
Dues & Memberships	Florida Stormwater Association fees	800
	Total	800
Repairs-Vehicle	Normal fleet repairs	800
	Total	800
Repairs-Road & Drainage	Concrete paving & restoration	15,000
	Total	15,000
Supplies-Uniforms	Uniforms & City logo shirts (\$125/Supervisor)	500
	Total	500
Supplies-Safety Equipment	Safety shoes (\$150 allowance), gloves, masks, etc.	1,000
	Total	1,000

STORMWATER FUND

Position#	Job Title Description	Regular Pay Rate Description	Regular Pay Rate Amount	Amount FY 24 Annual wages	FY 24 COLA	Merit Increase	FY 25 COLA	FY 25 Total Wages
440-315-0001	Stormwater Supervisor	Hourly	\$41.06	\$85,404.80	\$0.00	\$159.11	\$2,732.95	\$88,296.86
				\$85,404.80		\$159.11	\$2,732.95	\$88,296.86

WATER AND SEWER UTILITY FUND 450

\$	FY 2023	FY 2024		FY 2025		
	Actuals	Original Budget	Amended Budget As Of 6/30/2024	Proposed Budget	% Over/ (Under) FY 2024 Orig. Budget	\$ Over/ (Under) FY 2024 Orig. Budget
Revenue						
Charges for Services	13,797,801	13,856,356	14,351,956	16,092,553	16.14%	2,236,197
Miscellaneous Income	272,875	173,875	173,875	173,875	0.00%	-
Interest Income	169,653	84,746	84,746	400,000	372.00%	315,254
Appropriation from Retained Earnings	-	3,108,271	3,117,191	569,326	-81.68%	(2,538,945)
Total Revenue	14,240,329	17,223,248	17,727,768	17,235,754	0.07%	12,506
Transfers						
Interfund Transfers In	417,230	417,230	417,230	417,230	0.00%	-
Total Transfers In	417,230	417,230	417,230	417,230	0.00%	-
Total Funding	14,657,559	17,640,478	18,144,998	17,652,984	0.07%	12,506
Expenditure						
Wages	2,921,234	3,395,980	3,395,980	3,839,381	13.06%	443,401
Benefits	1,726,308	1,862,876	1,862,876	2,070,520	11.15%	207,644
Total Personnel Services	4,647,542	5,258,856	5,258,856	5,909,901	12.38%	651,045
Operating Expenditures	4,517,271	5,409,677	5,563,426	6,474,853	19.69%	1,065,176
Departmental Capital	-	465,300	510,455	1,836,500	294.69%	1,371,200
Transfers Out	3,531,839	5,969,645	6,465,245	3,031,731	-49.21%	(2,937,914)
Contingency	-	537,000	517,016	400,000	-25.51%	(137,000)
Total Expenditure	12,696,652	17,640,478	18,314,998	17,652,985	0.07%	12,507
Over/(Under)	1,960,907	-	(170,000)	(1)	0.00%	(1)

WATER AND SEWER UTILITY FUND 450

Water and Sewer Utility Fund Revenue

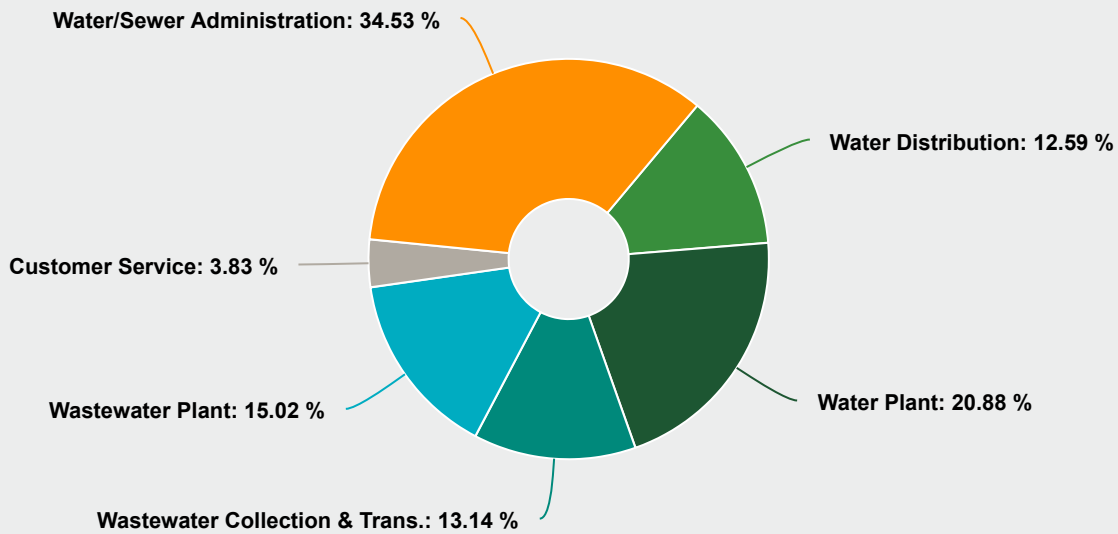
GL Number	\$	FY 2023	FY 2024		FY 2025		
		Actuals	Original Budget	Amended Budget As Of 6/30/2024	Proposed Budget	% Over/ (Under) FY 2024 Orig. Budget	\$ Over/ (Under) FY 2024 Orig. Budget
Charges for Services							
450-000-343300-343-00000	SERVICE CHARGE-WATER UTILITY	5,916,496	5,957,796	6,176,249	6,925,061	16.24%	967,265
450-000-343500-343-00000	SERVICE CHARGE-SEWER/WASTEWATER UTILITY	7,507,197	7,558,560	7,835,707	8,787,492	16.26%	1,228,932
450-000-343600-343-00000	SERVICE CHARGE-WATER/SEWER-METER FEES	1,015	5,000	5,000	5,000	0.00%	-
450-000-343900-343-00000	SERVICE CHARGE-OTHER	25,800	-	-	-	0.00%	-
450-000-343901-343-00000	SERVICE CHARGE-MISCELLANEOUS	230,063	200,000	200,000	250,000	25.00%	50,000
450-000-343903-343-00000	SERVICE CHARGE-BILLING	113,887	110,000	110,000	120,000	9.09%	10,000
450-000-349003-349-00000	FEES-ENGINEER INSPECTION	3,343	25,000	25,000	5,000	-80.00%	(20,000)
Total Charges for Services		13,797,801	13,856,356	14,351,956	16,092,553	16.14%	2,236,197
Miscellaneous Income							
450-000-366700-366-00000	CONTRIBUTION-DEVELOPERS & OTHERS	259,194	160,875	160,875	160,875	0.00%	-
450-000-369900-369-00000	OTHER MISCELLANEOUS REVENUES	681	-	-	-	0.00%	-
450-000-369906-369-00000	BMS REVENUE	13,000	13,000	13,000	13,000	0.00%	-
Total Miscellaneous Income		272,875	173,875	173,875	173,875	0.00%	-
Interest Income							
450-000-389100-389-00000	PROPRIETARY-INTEREST	141,116	84,746	84,746	400,000	372.00%	315,254
450-000-389110-389-00000	INTEREST REVENUE	28,537	-	-	-	0.00%	-
Total Interest Income		169,653	84,746	84,746	400,000	372.00%	315,254
Transfers In							
450-000-381001-381-00000	INTER-FUND GROUP TRSF IN-GENERAL	417,230	417,230	417,230	417,230	0.00%	-
Total Transfers In		417,230	417,230	417,230	417,230	0.00%	-
Grants							
450-000-334312-334-00000	STATE GRANT-DEP	-	-	170,000	-	0.00%	-
Total Grants		-	-	170,000	-	0.00%	-
Appropriation from Retained Earnings							
450-000-389980-389-00000	APPROPRIATION FROM RETAINED EARNINGS	-	3,108,271	3,117,191	569,326	-81.68%	(2,538,945)
Total Appropriation from Retained Earnings		-	3,108,271	3,117,191	569,326	-81.68%	(2,538,945)
Total Revenue		14,657,559	17,640,478	18,314,998	17,652,984	0.07%	12,506

WATER AND SEWER UTILITY FUND 450

Water & Sewer Utility Fund By Category of Expense & Division

\$	FY 2023	FY 2024		FY 2025		
	Actuals	Original Budget	Amended Budget As Of 6/30/2024	Proposed Budget	% Over/ (Under) FY 2024 Orig. Budget	\$ Over/ (Under) FY 2024 Orig. Budget
Expense						
Wages	2,921,234	3,395,980	3,395,980	3,839,381	13.06%	443,401
Benefits	1,726,308	1,862,876	1,862,876	2,070,520	11.15%	207,644
Personnel Services	4,647,542	5,258,856	5,258,856	5,909,901	12.38%	651,045
Operating Expenditures	4,517,271	5,409,677	5,563,426	6,474,853	19.69%	1,065,176
Departmental Capital	-	465,300	510,455	1,836,500	294.69%	1,371,200
Transfers Out	3,531,839	5,969,645	6,465,245	3,031,731	-49.21%	(2,937,914)
Contingency	-	537,000	517,016	400,000	-25.51%	(137,000)
Total Expense	12,696,652	17,640,478	18,314,998	17,652,985	0.07%	12,507
Divisions						
Water Distribution	1,128,739	1,846,098	1,855,018	2,223,302	20.43%	377,204
Water Plant	2,354,992	2,753,459	2,773,443	3,686,002	33.87%	932,543
Wastewater Collection & Trans.	1,363,506	1,507,371	1,507,371	2,319,962	53.91%	812,591
Wastewater Plant	1,571,915	1,968,527	1,968,527	2,651,872	34.71%	683,345
Customer Service	448,960	502,336	502,336	676,047	34.58%	173,711
Water/Sewer Administration						
Regular Department Expense	1,829,725	2,556,042	2,726,042	2,664,069	4.23%	108,027
Transfer Out	3,531,839	5,969,645	6,465,245	3,031,731	-49.21%	(2,937,914)
Contingency	-	537,000	517,016	400,000	-25.51%	(137,000)
Depreciation	466,976	-	-	-	0.00%	-
Total Water/Sewer Admin.	5,828,540	9,062,687	9,708,303	6,095,800	-32.74%	(2,966,887)
Total Expense	12,696,652	17,640,478	18,314,998	17,652,985	0.07%	12,507

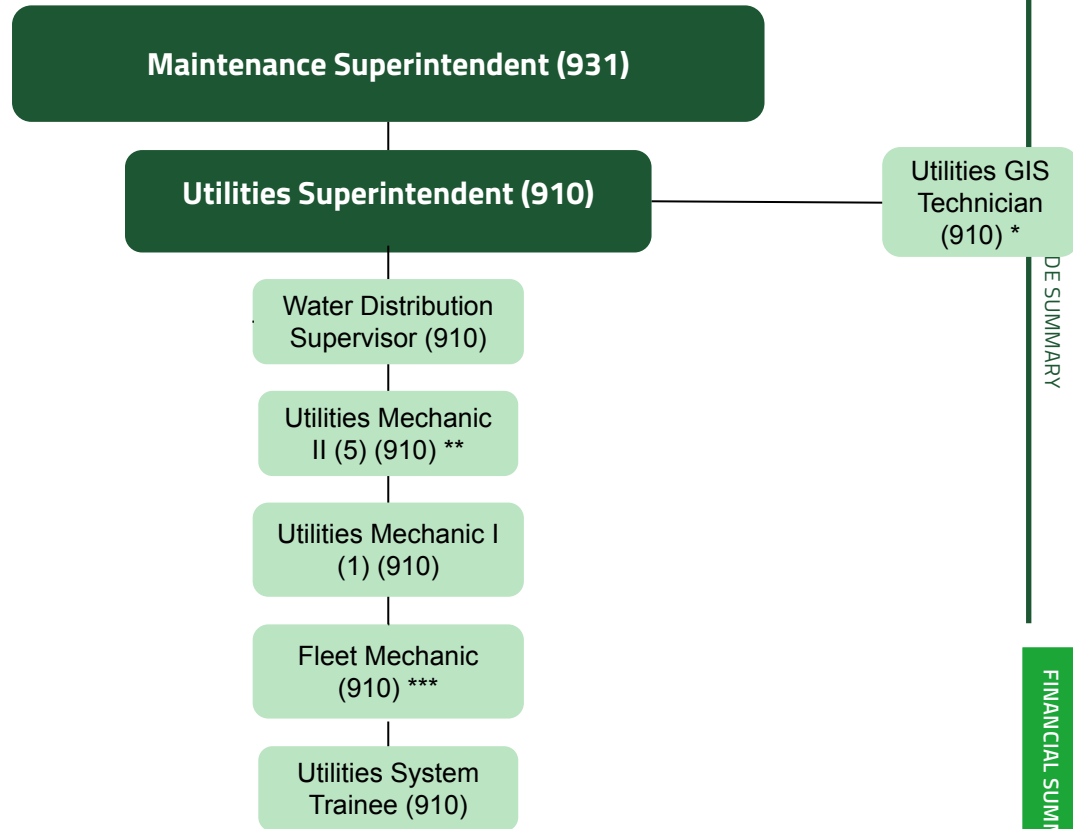
Water & Sewer Utility Fund Expense by Division (%)



WATER DISTRIBUTION 910

Mission:

To provide responsive, high quality and professional services, ensuring that the water distribution system delivers safe and reliable potable water with satisfactory firefighting capabilities to the community.



* This position entails reclassifying one "Utilities Mechanic I" to "Utilities GIS Technician" to better align with operational needs and support career advancement opportunities.

** Reclassifying one "Utilities Mechanic I" to "Utilities Mechanic II" to better align with operational needs.

*** The position funded by the Water Distribution Division (910) but reports to Public Work Fleet Division.

FY 2024 Year to Date Accomplishments:

- > Phase (I) of the Electronic Water Meter Replacement project, transitioning to New AMI Meters, **this project will continue in fiscal year 2025.**
- > Completed the painting of 594 Fire Hydrants, **this project will continue in fiscal year 2025.**
- > Replacement of the water service lines in the Flamingo Gardens Townhomes, **this project will continue in fiscal year 2025.**
- > Implementation of the Asset Management and Work Order System, **this project will continue in fiscal year 2025.**
- > Perform assessment and create GIS dashboard for Lead and Copper pipe inventory required by regulatory agencies, **this project will continue in fiscal year 2025.**
- > Purchased a Utility Valve Maintenance Trailer Truck.
- > Perform the valve-exercising program, **this program will continue in fiscal year 2025.**

Goals for FY 2025:

- > Completing Phase (I) of the Advanced Metering Infrastructure Conversion Project and initiating Phase (II).

WATER DISTRIBUTION 910(CONTINUED)

- > Continue the Fire Hydrants Painting Project.
- > Completing the water service lines in the Flamingo Gardens Townhomes project Phase II.
- > Actively looking for grant funding for infrastructure improvement projects.
- > Continue the valve-exercising program.
- > Implement Unidirectional Flushing Program.
- > Implement Leak Detection Program.

Performance Measures:

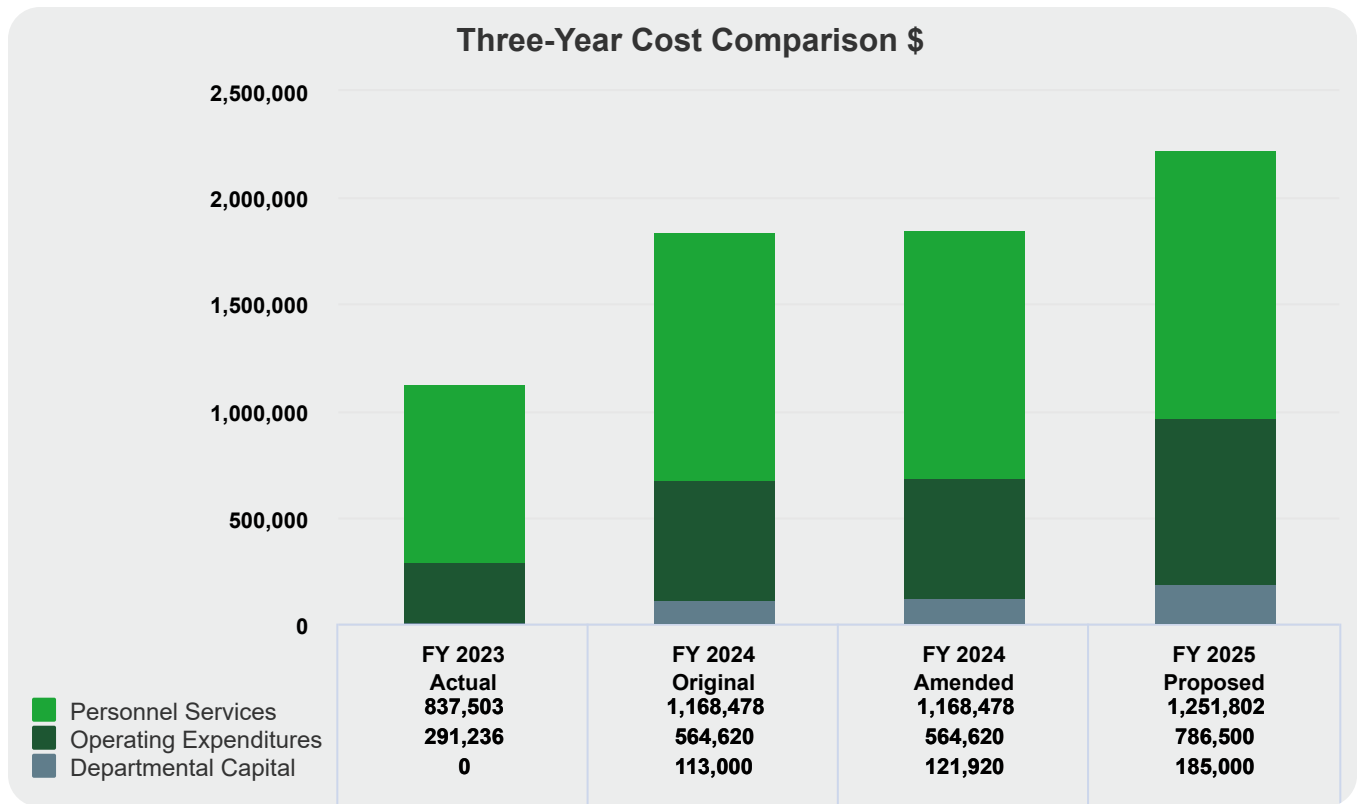
Performance Measure	Indicator	FY 2023 Results	FY 2024 YTD Results	FY 2025 Target
Distribution System Water Loss (%)	The percentage of produced water that fails to reach customers and cannot otherwise be accounted for through authorized usage.	18.00%	15.00%	10.00%
Water Distribution System Integrity	The condition of the water distribution system, expressed as the total annual number of water main leaks & breaks per 100 miles of distribution main piping.	0.69	1.38	1.38
Percentage of backflow preventers maintained (100% commercial, 50% residential)		100%	100%	100%
Percentage of water valves exercised		37%	38%	40%
Number of water breaks and leaks repaired		62	28	50

Position Listing

Full Time (FT)/Other	Position Summary					
	FY 2023		FY 2024		FY 2025 Proposed	
	FT	Other	FT	Other	FT	Other
Utilities Superintendent	-	-	-	-	1	-
Water Distribution Supervisor	1	-	1	-	1	-
Utilities Foreman	2	-	2	-	-	-
Utilities Mechanic II	4	-	4	-	5	-
Utilities GIS Technician	-	-	-	-	1	-
Utilities Mechanic I	2	-	2	-	1	-
Fleet Mechanic	1	-	1	-	1	-
Utilities System Trainee	-	-	1	-	1	-
Total	10	-	11	-	11	-
Full-Time Equivalent	10.0	-	11.0	-	11.0	-

Budget Summary

WATER DISTRIBUTION (CONTINUED)



WATER DISTRIBUTION 910(CONTINUED)

GL Number	\$	FY 2023	FY 2024		Proposed Budget	FY 2025		
		Actuals	Original Budget	Amended Budget As Of 6/30/2024		% Over/ (Under) FY 2024 Orig. Budget	\$ Over/ (Under) FY 2024 Orig. Budget	
Wages								
450-910-512100-533-00000	SALARIES-REGULAR	578,770	684,834	684,834	764,534	11.64%	79,700	
450-910-514000-533-00000	SALARIES-OVERTIME*	7,970	45,000	45,000	25,000	-44.44%	(20,000)	
450-910-515600-533-00000	SPECIAL PAY-CAR ALLOWANCE	-	-	-	2,161	0.00%	2,161	
450-910-515700-533-00000	SPECIAL PAY-CELL PHONE	1,892	3,120	3,120	2,080	-33.33%	(1,040)	
	Total Wages	588,632	732,954	732,954	793,775	8.30%	60,821	
Benefits								
450-910-521100-000-00000	BENEFITS-FICA	41,476	52,390	52,390	58,487	11.64%	6,097	
450-910-521200-000-00000	BENEFITS-RETIREMENT	52,879	150,119	150,119	148,379	-1.16%	(1,740)	
450-910-521300-000-00000	BENEFITS-GROUP INSURANCE	147,472	225,011	225,011	243,402	8.17%	18,391	
450-910-521400-000-00000	BENEFITS-WORKERS COMPENSATION	6,221	7,004	7,004	7,759	10.78%	755	
450-910-521600-000-00000	BENEFITS-MEDICAL	-	1,000	1,000	-	-100.00%	(1,000)	
450-910-522800-000-00000	OTHER PAYROLL COSTS	823	-	-	-	0.00%	-	
	Total Benefits	248,871	435,524	435,524	458,027	5.17%	22,503	
	Personnel Services	837,503	1,168,478	1,168,478	1,251,802	7.13%	83,324	
Operating Expenditures								
450-910-531190-533-00000	PROFESSIONAL SERVICES-MISCELLANEOUS	-	120	120	30,000	24900.00%	29,880	
450-910-531290-533-00000	CONTRACTUAL SERVICES*	35,860	150,000	150,000	231,000	54.00%	81,000	
450-910-532310-533-00000	RENTAL-EQUIPMENT*	1,270	3,000	3,000	3,000	0.00%	-	
450-910-532491-533-00000	EDUCATION & REGISTRATION*	2,595	3,000	3,000	5,000	66.67%	2,000	
450-910-534130-533-00000	REPAIRS-VEHICLE*	13,321	20,000	20,000	20,000	0.00%	-	
450-910-534441-533-00000	MAINTENANCE-MAINS*	60,853	75,000	75,000	80,000	6.67%	5,000	
450-910-534450-533-00000	MAINTENANCE-STRUCTURES*	4,982	10,000	10,000	10,000	0.00%	-	
450-910-534710-533-00000	REPAIRS-ROAD & DRAINAGE*	70,743	85,000	85,000	85,000	0.00%	-	
450-910-535141-533-00000	SUPPLIES-LANDSCAPING*	2,909	4,000	4,000	4,000	0.00%	-	
450-910-535210-533-00000	SUPPLIES-UNIFORMS*	2,510	4,000	4,000	4,000	0.00%	-	
450-910-535310-533-00000	SUPPLIES-CHEMICALS*	1,002	6,500	6,500	8,500	30.77%	2,000	
450-910-535351-533-00000	SUPPLIES-WATER METERS & FITTINGS*	47,088	150,000	142,000	250,000	66.67%	100,000	
450-910-535410-533-00000	SUPPLIES-SAFETY EQUIPMENT*	5,075	6,000	6,000	6,000	0.00%	-	
450-910-535420-533-00000	SUPPLIES-MINOR TOOLS*	9,941	8,000	16,000	10,000	25.00%	2,000	
450-910-535620-533-00000	SUPPLIES-GAS & OIL	33,087	40,000	40,000	40,000	0.00%	-	
	Operating Expenditures	291,236	564,620	564,620	786,500	39.30%	221,880	
Departmental Capital								
450-910-564300-533-00000	EQUIPMENT & MACHINERY-COMPUTERS	-	-	-	2,000	0.00%	2,000	
450-910-564520-533-00000	EQUIPMENT & MACHINERY-TRUCK	-	-	-	50,000	0.00%	50,000	
450-910-564700-533-00000	EQUIPMENT & MACHINERY-EQUIPMENT*	8,840	95,000	103,920	90,000	-5.26%	(5,000)	
450-910-564710-533-00000	EQUIPMENT & MACHINERY-POWER TOOLS	7,763	8,000	8,000	8,000	0.00%	-	
450-910-564740-533-00000	EQUIPMENT & MACHINERY-HYDRANTS*	7,200	10,000	10,000	35,000	250.00%	25,000	
450-910-564999-533-00000	CONTRA EXPENSE	(23,803)	-	-	-	0.00%	-	
	Departmental Capital	-	113,000	121,920	185,000	63.72%	72,000	
	Water Distribution Total	1,128,739	1,846,098	1,855,018	2,223,302	20.43%	377,204	

*Related footnote on following page

WATER DISTRIBUTION 910(CONTINUED)

Water Distribution - Footnote Detail

Account Name	Footnote Detail	FY 2025 Proposed Budget
Professional Services-Miscellaneous	General analysis & report preparation regarding system improvements and disinfection treatment program guidance	30,000
	Total	30,000
Contractual Services	Backflow Test/Repair	50,000
	Annual Distribution System Valve Replacement	66,000
	Valve Exercising	50,000
	Miscellaneous	10,000
	Fire Hydrant painting	50,000
	WO Management system	5,000
Total	231,000	
Rental-Equipment	Special equipment not in inventory	3,000
	Total	3,000
Education & Registration	Professional training for Water Distribution licensing requirements	5,000
	Total	5,000
Repairs-Vehicle	Normal fleet repairs	20,000
	Total	20,000
Maintenance-Mains	Marking and paint for utilities locate	5,000
	Water lines repair	75,000
	Total	80,000
Maintenance-Structures	General building repairs	10,000
	Total	10,000
Repairs-Road & Drainage	Streets & sidewalks restoration after pipe repairs	85,000
	Total	85,000
Supplies-Landscaping	West utility site landscaping	4,000
	Total	4,000
Supplies-Uniforms	Uniforms & City logo shirts (\$125/Supervisor)	4,000
	Total	4,000
Supplies-Chemicals	Chlorine	2,000
	Antibacterial hand soap	2,000
	Degreaser	4,500
	Total	8,500
Supplies-Water Meters & Fittings	Water meter test point risers	20,000
	Water Meters as needed	50,000
	BFP	15,000
	Water meter boxes	115,000
	Water meter parts	50,000
Total	250,000	
Supplies-Safety Equipment	Safety shoes (\$150 allowance), cones, barricades, gloves, masks, etc.	6,000
	Total	6,000
Supplies-Minor Tools	Small hand tools	10,000
	Total	10,000

WATER DISTRIBUTION 910(CONTINUED)

Equipment & Machinery-Computers	Ipad for utility mechanics - 2 units	2,000
	Total	2,000
Equipment & Machinery-Truck	Utilities Superintendent Truck	50,000
	Total	50,000
Equipment & Machinery-Equipment	Rock Tumbler	60,000
	Pull behind air compressor	30,000
	Total	90,000
Equipment & Machinery-Hydrants	Replacement of old hydrants	10,000
	Fire Hydrant cleaner	25,000
	Total	35,000

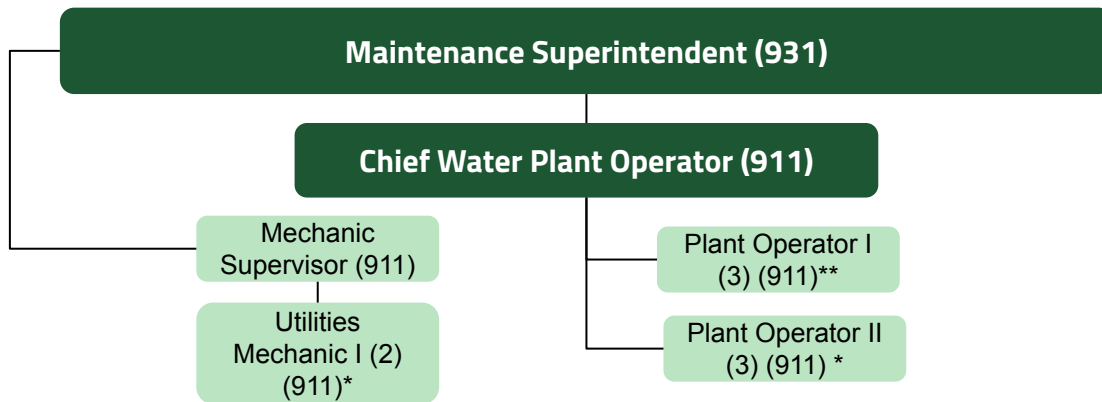
WATER DISTRIBUTION 910(CONTINUED)

Position#	Job Title Description	Regular Pay Rate Description	Regular Pay Rate Amount	Amount FY 24 Annual wages	FY 24 COLA	Merit Increase	FY 25 COLA	FY 25 Total Wages
450-910-0001	Utilities Superintendent	Salary	\$3,279.47	\$85,266.22	\$0.00	\$1,700.65	\$2,728.52	\$89,695.39
450-910-0002	Water Distribution Supervisor	Hourly	\$40.16	\$83,522.40	\$0.00	\$1,116.68	\$2,672.72	\$87,311.80
450-910-0003	Utilities GIS Technician	Hourly	\$30.00	\$62,400.00	\$0.00	\$2,099.38	\$1,996.80	\$66,496.18
450-910-0004	Utilities Mechanic II	Hourly	\$32.92	\$68,473.60	\$0.00	\$1,778.44	\$2,191.16	\$72,443.20
450-910-0005	Utilities Mechanic II	Hourly	\$32.76	\$68,140.80	\$0.00	\$2,531.48	\$2,180.51	\$72,852.79
450-910-0006	Utilities Mechanic II	Hourly	\$31.60	\$65,728.00	\$0.00	\$1,872.80	\$2,103.30	\$69,704.10
450-910-0007	Utilities Mechanic II	Hourly	\$30.57	\$63,585.60	\$0.00	\$2,334.37	\$2,034.74	\$67,954.71
450-910-0008	Utilities Mechanic II	Hourly	\$30.00	\$62,400.00	\$0.00	\$574.42	\$1,996.80	\$64,971.22
450-910-0009	Utilities Mechanic I	Hourly	\$24.68	\$51,336.90	\$0.00	\$337.56	\$1,642.78	\$53,317.24
450-910-0010	Utilities System Trainee	Hourly	\$21.00	\$43,680.00	\$0.00	\$402.10	\$1,397.76	\$45,479.86
450-910-0011	Fleet Technician	Hourly	\$34.13	\$71,000.18	\$0.00	\$1,034.85	\$2,272.01	\$74,307.04
				\$725,533.70		\$15,782.72	\$23,217.10	\$764,533.52

WATER PLANT 911

Mission:

To provide responsive, cost-effective, high quality, safe and reliable potable water service with satisfactory firefighting capability for the community.



* Reclassifying one position from "Plant Operator I" to "Plant Operator II" to better align with operational needs and support career advancement opportunities.

** Adding an additional "Plant Operator I" position to bolster plant operations, ensuring effective fulfillment of plant operational scheduling requirements.

*** Reclassifying one position from "Plant Operator Trainee" to "Plant Operator I" to better align with operational needs and support career advancement opportunities.

FY 2024 Year to Date Accomplishments:

- > Replace the Water Plant Nano-filtration membranes in treatment trains at an estimated cost of \$1,099,914.00, ***this project is set to complete in the fiscal year 2025.***
- > Continued to meet all potable water demands while maintaining 100% compliance with Local, State and Federal regulations, ***this goal has been achieved.***
- > Rehabilitation of water supply wells #4 and #6, ***this project is set to complete in the fiscal year 2025.***
- > Purchased a Utility Vehicle for Water Plant.
- > Implemented and installed a Lightning Protection System at the plant.
- > Replacement of the roof at plant Chlorine Building.
- > Building improvement at Pine Island Station.
- > Enhanced multiple instrumentation components within the treatment process.

Goals for FY 2025:

- > Replace the Water Plant Nano-filtration membranes in treatment trains.
- > Continue to meet all potable water demands while maintaining 100% compliance with State, Federal, and Local regulations.
- > Evaluate the condition of the treatment plant assets to develop preventive maintenance and replacement program.
- > Continue the water supply wells rehabilitation.
- > Initiate the plants electrical system upgrade.

WATER PLANT 911(CONTINUED)

Performance Measures:

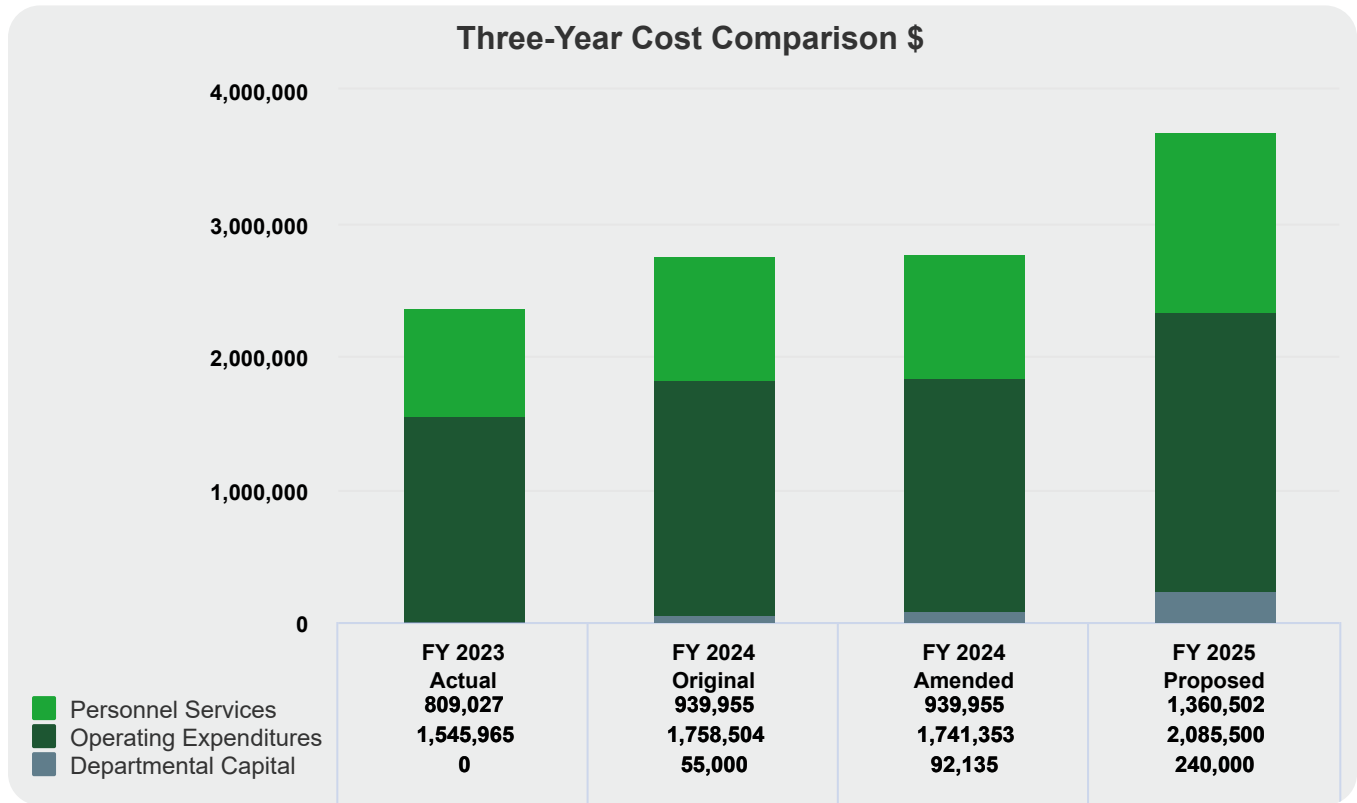
Performance Measure	Indicator	FY 2023 Results	FY 2024 YTD Results	FY 2024 Recommended
Drinking Water Compliance Rate (% Days)	The percentage of time each year that a water utility meets all of the health-related drinking water standards in U.S. National Primary Drinking Water Regulations	100.00%	100.00%	100.00%
Water Operating & Maintenance (O&M) Cost per Account	All utility costs related to operations and maintenance per number of customer accts.	\$430	\$440	\$440
Water O&M Cost per million gallons Distributed	All utility costs related to operations and maintenance per quantity of water treated annually.	\$4,428	\$4,450	\$4,494

Position Listing

Full Time (FT)/Other	Position Summary					
	FY 2023		FY 2024		FY 2025 Proposed	
	FT	Other	FT	Other	FT	Other
Utilities Supervisor	1	-	1	-	-	-
Chief Plant Operator-Water	1	-	1	-	1	-
Treatment Plant Operator II	3	-	2	-	3	-
Treatment Plant Operator I	3	-	2	-	3	-
Treatment Plant Operator Trainee	-	-	2	-	1	-
Mechanic Supervisor	-	-	-	-	1	-
Utilities Mechanic I	-	-	-	-	2	-
Total	8	-	8	-	11	-
Full-Time Equivalent	8.0	-	8.0	-	11.0	-

WATER PLANT 911

Budget Summary



WATER PLANT 911

GL Number	\$	FY 2023	FY 2024		Proposed Budget	FY 2025		
		Actuals	Original Budget	Amended Budget As Of 6/30/2024		% Over/ (Under) FY 2024 Orig. Budget	\$ Over/ (Under) FY 2024 Orig. Budget	
Wages								
450-911-512100-533-00000	SALARIES-REGULAR	470,298	565,429	565,429	819,798	44.99%	254,369	
450-911-514000-533-00000	SALARIES-OVERTIME	33,411	55,000	55,000	70,000	27.27%	15,000	
450-911-515700-533-00000	SPECIAL PAY-CELL PHONE	1,638	2,080	2,080	3,120	50.00%	1,040	
Total Wages		505,347	622,509	622,509	892,918	43.44%	270,409	
Benefits								
450-911-521100-000-00000	BENEFITS-FICA	37,887	43,255	43,255	62,715	44.99%	19,460	
450-911-521200-000-00000	BENEFITS-RETIREMENT	165,078	113,327	113,327	152,880	34.90%	39,553	
450-911-521300-000-00000	BENEFITS-GROUP INSURANCE	94,939	155,675	155,675	243,649	56.51%	87,974	
450-911-521400-000-00000	BENEFITS-WORKERS COMPENSATION	5,179	5,189	5,189	8,340	60.72%	3,151	
450-911-522800-000-00000	OTHER PAYROLL COSTS	597	-	-	-	0.00%	-	
Total Benefits		303,680	317,446	317,446	467,584	47.30%	150,138	
Personnel Services		809,027	939,955	939,955	1,360,502	44.74%	420,547	
Operating Expenditures								
450-911-531190-533-00000	PROFESSIONAL SERVICES-MISCELLANEOUS	-	100	100	200,000	199900.00%	199,900	
450-911-531210-533-00000	CASUAL & CONTRACT LABOR*	11,825	13,000	13,000	-	-100.00%	(13,000)	
450-911-531250-533-00000	TESTING SERVICES*	31,478	50,000	50,000	65,000	30.00%	15,000	
450-911-531290-533-00000	CONTRACTUAL SERVICES*	-	-	-	125,000	0.00%	125,000	
450-911-532491-533-00000	EDUCATION & REGISTRATION*	2,031	4,000	4,000	5,000	25.00%	1,000	
450-911-533431-533-00000	UTILITIES-ELECTRICITY	389,931	414,000	414,000	414,000	0.00%	-	
450-911-533432-533-00000	UTILITIES-WATER & SEWER*	429	1,000	1,000	1,000	0.00%	-	
450-911-534130-533-00000	REPAIRS-VEHICLE*	1,126	2,500	2,500	2,500	0.00%	-	
450-911-534410-533-00000	MAINTENANCE-CONTRACTS*	82,970	18,000	18,000	18,000	0.00%	-	
450-911-534420-533-00000	MAINTENANCE-ELECTRIC SYSTEMS*	6,760	20,000	20,000	35,000	75.00%	15,000	
450-911-534442-533-00000	MAINTENANCE-WELLS*	16,834	60,000	58,699	30,000	-50.00%	(30,000)	
450-911-534446-533-00000	MAINTENANCE-INSTRUMENTATION*	40,824	55,000	55,000	55,000	0.00%	-	
450-911-534450-533-00000	MAINTENANCE-STRUCTURES*	159,084	100,000	84,150	50,000	-50.00%	(50,000)	
450-911-534460-533-00000	MAINTENANCE-MECHANICAL EQUIPMENT*	79,943	100,000	100,000	50,000	-50.00%	(50,000)	
450-911-535137-535-00000	MATERIALS - EQUIPMENT MAINTENANCE*	-	-	-	85,000	0.00%	85,000	
450-911-535160-533-00000	SUPPLIES-DATA PROCESSING*	-	-	-	4,500	0.00%	4,500	
450-911-535210-533-00000	SUPPLIES-UNIFORMS*	1,869	3,000	3,000	3,000	0.00%	-	
450-911-535310-533-00000	SUPPLIES-CHEMICALS*	691,870	825,404	825,404	825,000	-0.05%	(404)	
450-911-535311-533-00000	SUPPLIES-LAB*	1,778	6,000	6,000	26,000	333.33%	20,000	
450-911-535350-533-00000	SUPPLIES-FILTERS*	19,987	50,000	50,000	50,000	0.00%	-	
450-911-535410-533-00000	SUPPLIES-SAFETY EQUIPMENT	3,731	5,500	5,500	5,500	0.00%	-	
450-911-535420-533-00000	SUPPLIES-MINOR TOOLS	2,754	3,000	3,000	8,000	166.67%	5,000	
450-911-535620-533-00000	SUPPLIES-GAS & OIL	741	28,000	28,000	28,000	0.00%	-	
Operating Expenditures		1,545,965	1,758,504	1,741,353	2,085,500	18.60%	326,996	
Departmental Capital								
450-911-564300-533-00000	EQUIPMENT & MACHINERY-COMPUTERS*	-	3,000	3,000	10,000	233.33%	7,000	
450-911-564520-533-00000	EQUIPMENT & MACHINERY-TRUCK*	-	-	-	55,000	0.00%	55,000	
450-911-564700-533-00000	EQUIPMENT & MACHINERY-EQUIPMENT	18,925	52,000	73,285	115,000	121.15%	63,000	
450-911-564999-533-00000	CONTRA EXPENSE	(18,925)	-	-	-	0.00%	-	
450-911-566000-533-00000	BUILDING IMPROVEMENTS-BUILDINGS	-	-	15,850	60,000	0.00%	60,000	
Departmental Capital		-	55,000	92,135	240,000	336.36%	185,000	
Water Plant Total		2,354,992	2,753,459	2,773,443	3,686,002	33.87%	932,543	

*Related footnote on following page

WATER PLANT 911

Water Plant - Footnote Detail

Account Name	Footnote Detail	FY 2025 Proposed Budget
Special Pay-Cell Phone	Cell phone allowance for Plant Operations Superintendent \$40 per 26 pay periods	1,040
	Cell phone allowance for Ryan Webster \$40 per 26 pay periods	1,040
	Total	2,080
Professional Services-Miscellaneous	Developing of instrumentation list	5,000
	Instrumentation calibration program	5,000
	Instrumentation Calibration Program	5,000
	Corrosion Assessment and Update Report	190,000
Total	205,000	
Testing Services	Required water lab testing by regulatory agencies and for evaluation of treatment process	55,000
	PFAS Testing	10,000
	Total	65,000
Contractual Services	Landscaping services	20,000
	Work Order Management system	5,000
	Scada Software license	34,000
	Wellfield Pipeline Cleaning	66,000
Total	125,000	
Education & Registration	Miscellaneous professional training for membrane softening and operator licensing requirements	5,000
	Total	5,000
Utilities-Electricity	FPL	414,000
	Total	414,000
Utilities-Water & Sewer	Water & Sewer billing	1,000
	Total	1,000
Repairs-Vehicle	Normal fleet repairs	2,500
	Total	2,500
Maintenance-Contracts	Automatic switchgear, generator, transformers	18,000
	Total	18,000
Maintenance-Electric Systems	Repair of Electric Systems as needed	20,000
	Annual inspection and maintenance of electrical system	15,000
	Total	35,000
Maintenance-Wells	Well repair services	30,000
	Total	30,000
Maintenance-Instrumentation	Scada Maintenance services	25,000
	Instrumentation services	30,000
	Total	55,000
Maintenance-Structures	Membrane and Chemical rooms floor recoating and renovation	50,000
	Total	50,000
Maintenance-Mechanical Equipment	Repair pumps, motors and mechanical equipment	50,000
	Total	50,000

WATER PLANT 911

Water Plant - Footnote Detail

Account Name	Footnote Detail	FY 2025 Proposed Budget
Materials - Equipment Maintenance	Material to maintain - electrical	20,000
	Material to maintain - mechanical equipment	20,000
	Material to maintain - instrumentation	20,000
	Material to maintain - PLC Control system	20,000
	Material to maintain - UPS units	5,000
	Total	85,000
Supplies-Data Processing	Two (2) remote Scada Computers	3,000
	Electrical Supervisor Computer	1,500
	Total	4,500
Supplies-Uniforms	Uniforms & City logo shirts (\$125/Supervisor)	3,000
	Total	3,000
Supplies-Chemicals	Sulfuric Acid	530,000
	Anhydrous Ammonia	20,000
	Sodium Hypochlorite	60,000
	Sodium Hydroxide	25,000
	Hydrofluosilicic Acid	20,000
	Megaflux FE	60,000
	Carus 3380	50,000
	Membrane Cleaner	40,000
	Other	20,000
	Total	825,000
Supplies-Lab	Water lab expendables, minor equipment	6,000
	Analyzer and equipment replacement	20,000
	Total	26,000
Supplies-Filters	Pre-Filters (5 sets)	50,000
	Total	50,000
Supplies-Safety Equipment	Safety shoes (\$150 allowance), gloves, masks, etc.	5,500
	Total	5,500
Supplies-Minor Tools	Small hand tools	8,000
	Total	8,000
Supplies-Gas & Oil	Generator fuel and gas. Oil & Hydraulic fluid.	28,000
	Total	28,000
Equipment & Machinery-Computers	Scada computer servers	10,000
	Total	10,000
Equipment & Machinery-Truck	Water treatment plant truck #9348 replacement with lift gate	55,000
	Total	55,000
Equipment & Machinery-Equipment	Portable generator	5,000
	New Instrumentation	50,000
	8 VFD(Variable Frequency Drive) replacement - HSP	60,000
	Total	115,000

WATER PLANT 911

Water Plant - Footnote Detail

Account Name	Footnote Detail	FY 2025 Proposed Budget
Building Improvements-Buildings	Upgrade lab room, cabinets and equipment	30,000
	Upgrade control room	30,000
	Total	60,000

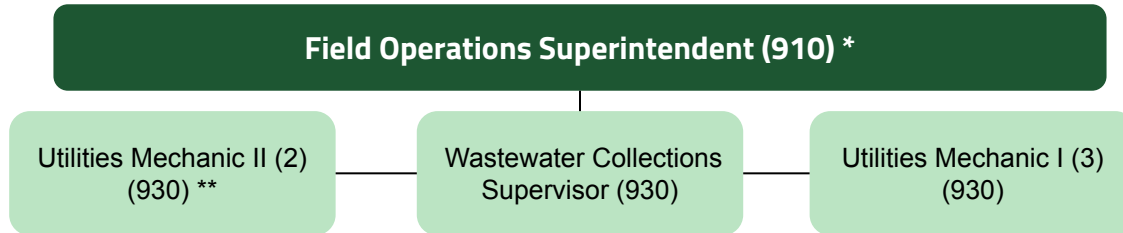
WATER PLANT 911

Position#	Job Title Description	Regular Pay Rate Description	Regular Pay Rate Amount	Amount FY 24 Annual wages	FY 24 COLA	Merit Increase	FY 25 COLA	FY 25 Total Wages
450-911-0001	Chief Water Plant Operator	Hourly	\$49.53	\$103,022.40	\$0.00	\$2,653.18	\$3,296.72	\$108,972.30
450-911-0002	Treatment Plant Operator II	Hourly	\$42.84	\$89,102.62	\$0.00	\$878.82	\$2,851.28	\$92,832.72
450-911-0003	Treatment Plant Operator II	Hourly	\$35.00	\$72,800.00	\$0.00	\$2,114.19	\$2,329.60	\$77,243.79
450-911-0004	Treatment Plant Operator II	Hourly	\$34.48	\$71,718.40	\$0.00	\$723.08	\$2,294.99	\$74,736.47
450-911-0005	Treatment Plant Operator I	Hourly	\$30.00	\$62,400.00	\$0.00	\$287.21	\$1,996.80	\$64,684.01
450-911-0006	Treatment Plant Operator I	Hourly	\$29.42	\$61,193.60	\$0.00	\$616.96	\$1,958.20	\$63,768.76
450-911-0007	Treatment Plant Operator Trainee	Hourly	\$29.00	\$60,320.00	\$0.00	\$1,725.32	\$1,930.24	\$63,975.56
450-911-0008	Treatment Plant Operator I	Hourly	\$23.00	\$47,842.08	\$0.00	\$0.00	\$0.00	\$47,842.08
450-911-0009	Mechanic Supervisor	Hourly	\$35.00	\$72,800.00	\$0.00	\$438.79	\$2,329.60	\$75,568.39
450-911-0010	Utilities Mechanic I	Hourly	\$30.59	\$63,627.20	\$0.00	\$1,819.91	\$2,036.07	\$67,483.18
450-911-0011	Utilities Mechanic I	Hourly	\$38.01	\$79,051.86	\$0.00	\$1,108.89	\$2,529.66	\$82,690.41
				\$783,878.16		\$12,366.36	\$23,553.16	\$819,797.68

WASTEWATER COLLECTION & TRANSMISSION 930

Mission:

To provide responsive, cost-effective, quality, reliable, and professional service to ensure the wastewater collection and transmission system is maintained and functioning in a manner to prevent system backups and overflows while minimizing inflow and infiltration.



* This position is funded from Water Plant Division 910.

** Reclassifying one "Utilities Mechanic I" to "Utilities Mechanic II" to better align with operational needs and support career advancement opportunities.

FY 2024 Year to Date Accomplishments:

- > Continue rehabilitation of the sewer collection system for \$500,000.00 per year, **this project will continue into fiscal year 2025.**
- > Rehabilitate four Sewer Pumping Stations at a total estimated cost of \$850,000.00, **this project will continue into fiscal year 2025.**
- > Lift Station #55 Generator replacement and rehabilitation project, **this project is set to complete in the fiscal year 2025.**
- > Annual rehabilitation of Manholes, Gravity Sewer Main, and Lateral Lining, **this project will continue into fiscal year 2025.**
- > Completed the purchase of a new utility truck for Wastewater Collection and Transmission Division.

Goals for FY 2025:

- > Continue rehabilitation of the sewer collection system and pump stations.
- > Implementation of an Asset Management and Work Order System.
- > Actively looking for grant funding for infrastructure improvement projects.
- > Continue Sewer Manhole Rehabilitation and gravity lining Programs.
- > Completion of Lift Station #55 Generator replacement and rehabilitation project.
- > Initiated the migration from outdated Lift Station Control Systems to newer versions.
- > Replacement of outdated Vactor sewer cleaning truck.

Performance Measures:

Performance Measure	Indicator	FY 2023 Results	FY 2024 YTD Results	FY 2025 Target
Sewer Collection System Integrity	The condition of the sewer collection system, expressed as the total annual number of main line and lateral stoppages/overflows per 100 miles of collection main pumping	79.22%	41%	45%
Linear feet of sewer lines televised and cleaned		10%	10%	20%

WASTEWATER COLLECTION & TRANSMISSION 930

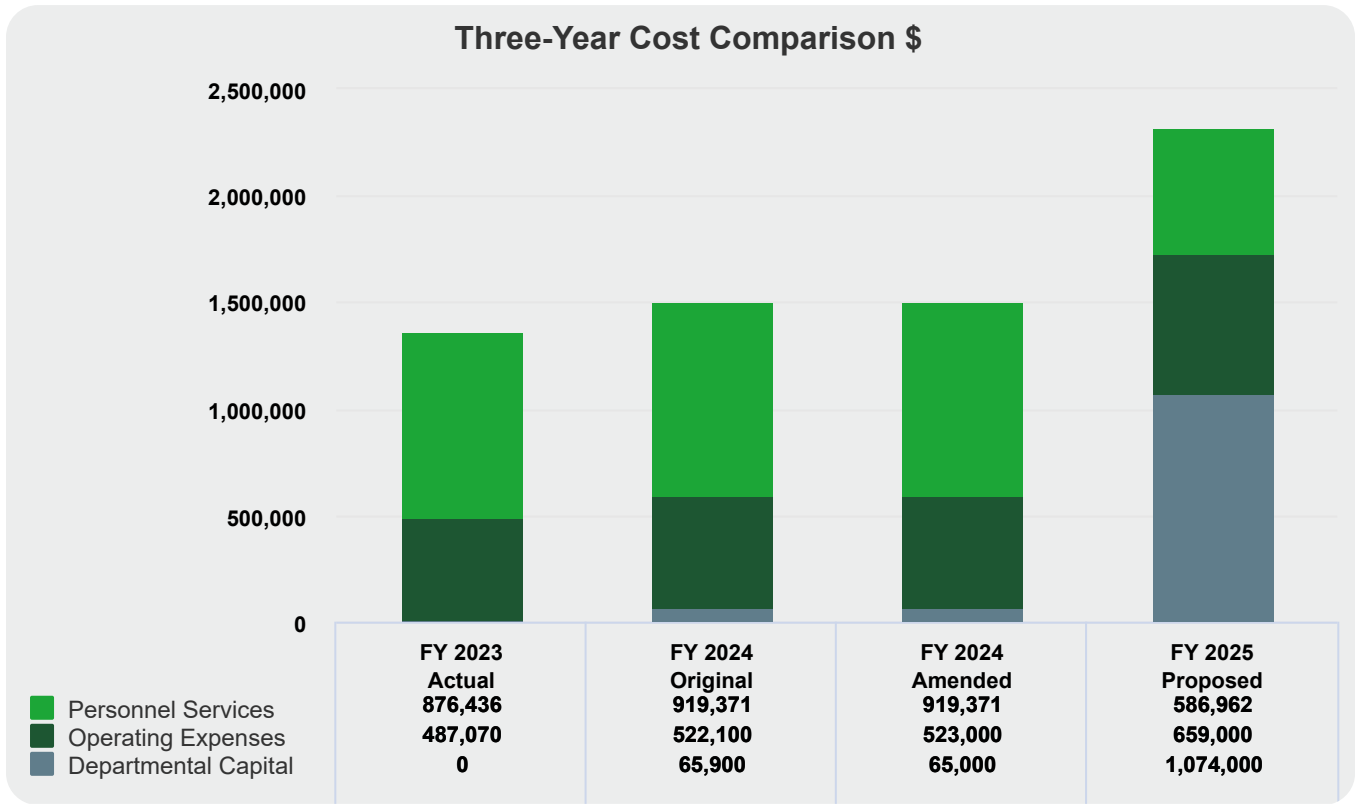
Position Listing

Position Summary						
Full Time (FT)/Other	FY 2023		FY 2024		FY 2025 Proposed	
	FT	Other	FT	Other	FT	Other
Wastewater Collections Supervisor	-	-	-	-	1	-
Utilities Foreman	1	-	1	-	-	-
Electrician ⁽¹⁾	1	-	1	-	-	-
Mechanic II	3	-	2	-	2	-
Mechanic I	4	-	5	-	3	-
Electrician Assistant ⁽²⁾	-	-	-	1	-	-
Total	9	-	9	-	6	-
Full-Time Equivalent	9.0	-	9.0	0.5	6.0	-

⁽¹⁾ Electrician moved to Dept 931 Wastewater Plant in FY 25

WASTEWATER COLLECTION & TRANSMISSION 930(CONTINUED)

Budget Summary



WASTEWATER COLLECTION & TRANSMISSION 930(CONTINUED)

GL Number	\$	FY 2023	FY 2024		Proposed Budget	FY 2025	
		Actuals	Original Budget	Amended Budget As Of 6/30/2024		% Over/ (Under) FY 2024 Orig. Budget	\$ Over/ (Under) FY 2024 Orig. Budget
Wages							
450-930-512100-535-00000	SALARIES-REGULAR	550,180	533,869	533,869	362,199	-32.16%	(171,670)
450-930-512200-535-00000	SALARIES-OTHER	-	31,200	31,200	-	-100.00%	(31,200)
450-930-514000-535-00000	SALARIES-OVERTIME*	5,942	45,000	45,000	25,000	-44.44%	(20,000)
450-930-515700-535-00000	SPECIAL PAY-CELL PHONE	1,235	2,080	2,080	1,040	-50.00%	(1,040)
Total Wages		557,357	612,149	612,149	388,239	-36.58%	(223,910)
Benefits							
450-930-521100-000-00000	BENEFITS-FICA	40,463	43,228	43,228	27,708	-35.90%	(15,520)
450-930-521200-000-00000	BENEFITS-RETIREMENT	149,683	110,078	110,078	60,163	-45.35%	(49,915)
450-930-521300-000-00000	BENEFITS-GROUP INSURANCE	121,891	147,475	147,475	107,039	-27.42%	(40,436)
450-930-521400-000-00000	BENEFITS-WORKERS COMPENSATION	6,388	6,441	6,441	3,813	-40.80%	(2,628)
450-930-522800-000-00000	OTHER PAYROLL COSTS	654	-	-	-	0.00%	-
Total Benefits		319,079	307,222	307,222	198,723	-35.32%	(108,499)
Personnel Services		876,436	919,371	919,371	586,962	-36.16%	(332,409)
Operating Expenditures							
450-930-531190-535-00000	PROFESSIONAL SERVICES-MISCELLANEOUS	-	100	100	100,000	99900.00%	99,900
450-930-531290-535-00000	CONTRACTUAL SERVICES*	-	-	-	35,000	0.00%	35,000
450-930-532491-535-00000	EDUCATION & REGISTRATION*	2,894	3,000	3,000	3,000	0.00%	-
450-930-533431-535-00000	UTILITIES-ELECTRICITY	117,893	126,500	126,500	126,500	0.00%	-
450-930-533432-535-00000	UTILITIES-WATER & SEWER*	23,542	13,000	13,000	13,000	0.00%	-
450-930-534130-535-00000	REPAIRS-VEHICLE*	22,991	25,000	31,900	25,000	0.00%	-
450-930-534441-535-00000	MAINTENANCE-MAINS*	34,887	65,000	59,000	65,000	0.00%	-
450-930-534443-535-00000	MAINTENANCE-LIFT STATIONS*	233,474	230,000	230,000	230,000	0.00%	-
450-930-534444-535-00000	REPAIRS & MAINTENANCE-WATER	1,708	7,500	7,500	7,500	0.00%	-
450-930-534460-535-00000	MAINTENANCE-MECHANICAL EQUIPMENT*	191	3,000	3,000	3,000	0.00%	-
450-930-535210-535-00000	SUPPLIES-UNIFORMS*	2,937	4,000	4,000	4,000	0.00%	-
450-930-535310-535-00000	SUPPLIES-CHEMICALS	7,100	15,000	15,000	17,000	13.33%	2,000
450-930-535410-535-00000	SUPPLIES-SAFETY EQUIPMENT*	13,232	6,000	6,000	6,000	0.00%	-
450-930-535420-535-00000	SUPPLIES-MINOR TOOLS	5,609	6,000	6,000	6,000	0.00%	-
450-930-535620-535-00000	SUPPLIES-GAS & OIL	20,612	18,000	18,000	18,000	0.00%	-
Operating Expenditures		487,070	522,100	523,000	659,000	26.22%	136,900
Departmental Capital							
450-930-564300-535-00000	EQUIPMENT & MACHINERY-COMPUTERS*	1,207	900	-	4,000	344.44%	3,100
450-930-564400-564-00000	EQUIPMENT & MACHINERY-VEHICLES	-	-	-	650,000	0.00%	650,000
450-930-564520-535-00000	EQUIPMENT & MACHINERY-TRUCK	-	65,000	65,000	-	-100.00%	(65,000)
450-930-564700-535-00000	EQUIPMENT & MACHINERY-EQUIPMENT	40,977	-	-	390,000	0.00%	390,000
450-930-564728-535-00000	EQUIPMENT & MACHINERY-SEWER CAMERA	20,159	-	-	-	0.00%	-
450-930-564999-535-00000	CONTRA EXPENSE	(62,343)	-	-	-	0.00%	-
450-930-566000-535-00000	BUILDING IMPROVEMENTS-BUILDINGS	-	-	-	30,000	0.00%	30,000
Departmental Capital		-	65,900	65,000	1,074,000	1529.74%	1,008,100
Wastewater Collection & Transmission Total		1,363,506	1,507,371	1,507,371	2,319,962	53.91%	812,591

*Related footnote on following page

WASTEWATER COLLECTION & TRANSMISSION 930(CONTINUED)

Wastewater Collection & Transmission - Footnote Detail

Account Name	Footnote Detail	FY 2025 Proposed Budget
Professional Services-Miscellaneous	Wastewater Hydraulic Modeling & Condition Assessment	100,000
	Total	100,000
Contractual Services	Lift stations asphalt and concrete restoration	30,000
	Work Order Management system	5,000
	Total	35,000
Education & Registration	Miscellaneous professional training for wastewater transmission licensing requirements	3,000
	Total	3,000
Utilities-Electricity	FPL	126,500
	Total	126,500
Utilities-Water & Sewer	Water & Sewer billing	13,000
	Total	13,000
Repairs-Vehicle	Normal fleet repairs	25,000
	Total	25,000
Maintenance-Mains	Gravity & sewer repairs	20,000
	Manhole repair	45,000
	Total	65,000
Maintenance-Lift Stations	Vacuum pumps repair and replacement	10,000
	Lift stations electrical equipment, repairs and replacement	65,000
	Check valves repair and replacement	20,000
	FPL meter can repair and replacement	10,000
	Miscellaneous	90,000
	Pump repair and re-build	35,000
	Total	230,000
Repairs & Maintenance-Water	Lift station water line repairs and replacement	7,500
	Total	7,500
Maintenance-Mechanical Equipment	Sewer line CCTV system repair	3,000
	Total	3,000
Supplies-Uniforms	Uniforms & City logo shirts (\$125/Supervisor)	4,000
	Total	4,000
Supplies-Chemicals	Degreaser	3,000
	Antibacterial hand soap	2,000
	Odor control & disinfectants	10,000
	Chlorine	2,000
	Total	17,000
Supplies-Safety Equipment	Personal Protective Equipment (PPE)	6,000
	Total	6,000
Supplies-Minor Tools	Small hand tools	6,000
	Total	6,000
Equipment & Machinery-Computers	Computer for Utilities Mechanic	1,500
	Lift Stations Scada computer system	

WASTEWATER COLLECTION & TRANSMISSION 930(CONTINUED)

	Total	1,500
Equipment & Machinery-Vehicles	Vac Truck	650,000
	Total	650,000
Equipment & Machinery-Equipment	Lift stations pump replacement	100,000
	Lift stations blower replacement	40,000
	Gas detector system - 2 units	20,000
	Portable trailer generator - 2 units	230,000
	Total	390,000
Building Improvements-Buildings	Fence Repair and Replacement	30,000
	Total	30,000

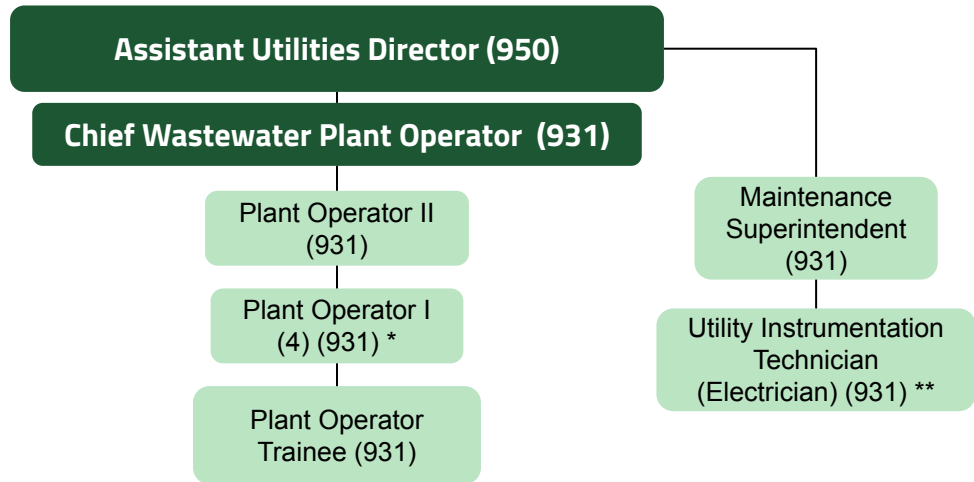
WASTEWATER COLLECTION & TRANSMISSION 930(CONTINUED)

Position#	Job Title Description	Regular Pay Rate Description	Regular Pay Rate Amount	Amount FY 24 Annual wages	FY 24 COLA	Merit Increase	FY 25 COLA	FY 25 Total Wages
	Wastewater							
450-930-0001	Collections Supervisor	Hourly	\$41.16	\$85,612.80	\$0.00	\$2,139.15	\$2,739.61	\$90,491.56
450-930-0002	Utilities Mechanic II	Hourly	\$26.76	\$55,653.10	\$0.00	\$1,238.09	\$1,780.90	\$58,672.09
450-930-0003	Utilities Mechanic II	Hourly	\$28.00	\$58,240.00	\$0.00	\$2,195.57	\$1,863.68	\$62,299.25
450-930-0004	Utilities Mechanic I	Hourly	\$23.64	\$49,180.77	\$0.00	\$463.51	\$1,573.78	\$51,218.06
450-930-0005	Utilities Mechanic I	Hourly	\$22.90	\$47,632.00	\$0.00	\$767.33	\$1,524.22	\$49,923.55
450-930-0007	Utilities Mechanic I	Hourly	\$22.90	\$47,632.00	\$0.00	\$438.48	\$1,524.22	\$49,594.70
				\$343,950.67		\$7,242.12	\$11,006.41	\$362,199.20

WASTEWATER PLANT 931

Mission:

To provide responsive, cost-effective, quality, reliable, and professional service to ensure the wastewater treatment plant is maintained and functioning in a manner to prevent system backups.



* Adding an additional "Plant Operator I" position to bolster plant operations, ensuring effective fulfillment of plant operational scheduling requirements.

** Reclassifying from "Part-Time" to "Full-Time" status due to hiring constraints and to better align with operational needs.

FY 2024 Year to Date Accomplishments:

- > Continued to maintain treatment levels of service while maintaining 100% compliance with State, Federal, and Local regulations.
- > Entered in the Interlocal Agreement with Broward County to perform the Biosolids Solution Study aimed at finding an economical regional solution for sludge disposal, **this project will continue into fiscal year 2025.**
- > Upgrade and replace sludge dewatering equipment, **this project will continue into fiscal year 2025.**
- > Replacement of Effluent Pump #3 ARPA funded project, **this project will continue into fiscal year 2025.**
- > Successfully secured a new Sludge Disposal Service Contract through solicitation.
- > Successfully secured a new Odor Control Chemical Supplier through solicitation.

Goals for FY 2025:

- > Continue to treat wastewater while maintaining 100% compliance with Local, State and Federal regulations.
- > Evaluate the condition of the treatment plant assets to develop preventive maintenance and replacement program.
- > Completion of Effluent Pump #3 ARPA funded project.
- > Upgrade & replace sludge dewatering equipment.
- > Initiate the Wastewater Treatment Plant upgrade.
- > Considering the Broward County Regional Biosolid Solution Study for review and future planning.

WASTEWATER PLANT 931(CONTINUED)

Performance Measures:

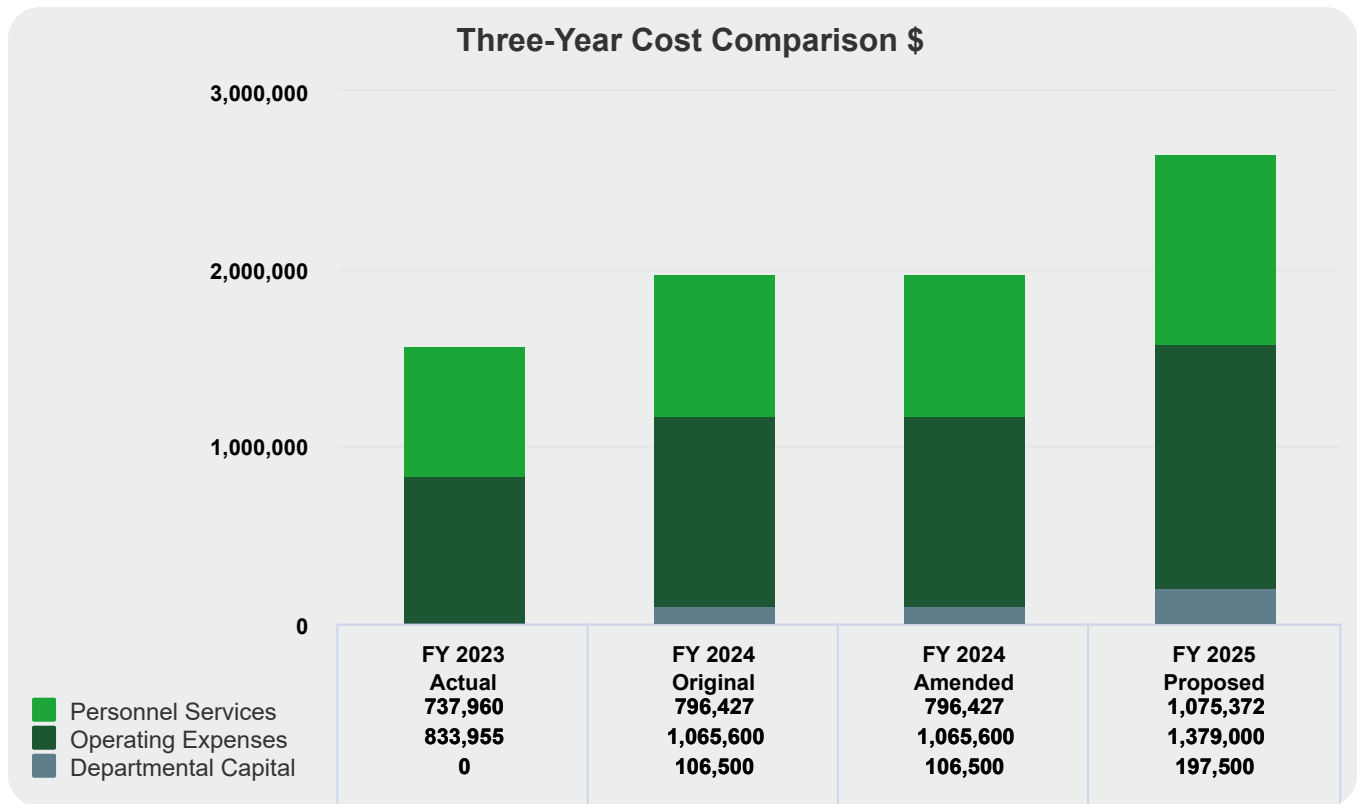
Performance Measure	Indicator	FY 2023 Results	FY 2024 YTD Results	FY 2025 Target
Wastewater Treatment Effectiveness Rate (%)	The percentage of time each year that the utility complies with all applicable effluent quality standards	100.00%	100.00%	100.00%
Sewer O&M Cost per Account	All utility costs related to operations and maintenance per number of customer accounts	\$345	\$365	\$375
Sewer O&M Cost per million gallons Processed	All utility costs related to operations and maintenance per quantity of wastewater treated annually	\$4,350	\$4,450	\$4,550

Position Listing

Full Time (FT)/Other	Position Summary					
	FY 2023		FY 2024		FY 2025 Proposed	
	FT	Other	FT	Other	FT	Other
Chief Plant Operator-Wastewater	1	-	1	-	1	-
Wastewater Plant Superintendent						
Maintenance Superintendent	-	-	-	-	1	-
Treatment Plant Operator II	1	-	1	-	1	-
Treatment Plant Operator I	4	-	3	-	4	-
Treatment Plant Operator Trainee	-	-	2	-	1	-
Utility Instrumentation Technician	-	-	-	-	1	-
Total	6	-	7	-	9	-
Full-Time Equivalent	6.0	-	7.0	-	9.0	-

Budget Summary

WASTEWATER PLANT 931(CONTINUED)



WASTEWATER PLANT 931(CONTINUED)

GL Number	\$	FY 2023	FY 2024		Proposed Budget	FY 2025		
		Actuals	Original Budget	Amended Budget As Of 6/30/2024		% Over/ (Under) FY 2024 Orig. Budget	\$ Over/ (Under) FY 2024 Orig. Budget	
Wages								
450-931-512100-535-00000	SALARIES-REGULAR	428,558	462,195	462,195	637,116	37.85%	174,921	
450-931-514000-535-00000	SALARIES-OVERTIME*	45,112	45,000	45,000	70,000	55.56%	25,000	
450-931-515700-535-00000	SPECIAL PAY-CELL PHONE	466	1,040	1,040	1,040	0.00%	-	
Total Wages		474,136	508,235	508,235	708,156	39.34%	199,921	
Benefits								
450-931-521100-000-00000	BENEFITS-FICA	33,714	35,358	35,358	48,739	37.84%	13,381	
450-931-521200-000-00000	BENEFITS-RETIREMENT	122,519	98,513	98,513	107,385	9.01%	8,872	
450-931-521300-000-00000	BENEFITS-GROUP INSURANCE	102,424	148,952	148,952	203,918	36.90%	54,966	
450-931-521400-000-00000	BENEFITS-WORKERS COMPENSATION	4,566	4,369	4,369	7,174	64.20%	2,805	
450-931-521600-000-00000	BENEFITS-MEDICAL	76	1,000	1,000	-	-100.00%	(1,000)	
450-931-522800-000-00000	OTHER PAYROLL COSTS	525	-	-	-	0.00%	-	
Total Benefits		263,824	288,192	288,192	367,216	27.42%	79,024	
Personnel Services		737,960	796,427	796,427	1,075,372	35.02%	278,945	
Operating Expenditures								
450-931-531190-535-00000	PROFESSIONAL SERVICES-MISCELLANEOUS	-	100	100	95,000	94900.00%	94,900	
450-931-531210-535-00000	CASUAL & CONTRACT LABOR*	15,980	13,000	13,000	-	-100.00%	(13,000)	
450-931-531240-535-00000	SLUDGE REMOVAL*	216,415	237,500	237,500	225,000	-5.26%	(12,500)	
450-931-531245-535-00000	OCEAN DISPOSAL CHARGES*	20,113	25,000	25,000	30,000	20.00%	5,000	
450-931-531250-535-00000	TESTING SERVICES*	41,587	45,000	45,000	45,000	0.00%	-	
450-931-531290-535-00000	CONTRACTUAL SERVICES*	-	-	-	203,000	0.00%	203,000	
450-931-532491-535-00000	EDUCATION & REGISTRATION*	1,808	3,000	3,000	3,000	0.00%	-	
450-931-533431-535-00000	UTILITIES-ELECTRICITY*	355,779	414,000	414,000	414,000	0.00%	-	
450-931-534130-535-00000	REPAIRS-VEHICLE*	56	3,000	3,000	3,000	0.00%	-	
450-931-534420-535-00000	MAINTENANCE-ELECTRIC SYSTEMS*	-	8,000	8,000	28,000	250.00%	20,000	
450-931-534446-535-00000	MAINTENANCE-INSTRUMENTATION*	10,505	18,000	18,000	18,000	0.00%	-	
450-931-534450-535-00000	MAINTENANCE-STRUCTURES*	8,774	15,000	15,000	15,000	0.00%	-	
450-931-534460-535-00000	MAINTENANCE-MECHANICAL EQUIPMENT*	41,159	60,000	60,000	60,000	0.00%	-	
450-931-535137-535-00000	MATERIALS - EQUIPMENT MAINTENANCE*	-	-	-	15,000	0.00%	15,000	
450-931-535210-535-00000	SUPPLIES-UNIFORMS*	1,698	3,000	3,000	3,000	0.00%	-	
450-931-535310-535-00000	SUPPLIES-CHEMICALS	112,953	209,000	209,000	210,000	0.48%	1,000	
450-931-535311-535-00000	SUPPLIES-LAB*	1,186	3,000	3,000	3,000	0.00%	-	
450-931-535410-535-00000	SUPPLIES-SAFETY EQUIPMENT*	3,554	4,500	4,500	4,500	0.00%	-	
450-931-535420-535-00000	SUPPLIES-MINOR TOOLS	1,122	2,500	2,500	2,500	0.00%	-	
450-931-535620-535-00000	SUPPLIES-GAS & OIL	1,266	2,000	2,000	2,000	0.00%	-	
Operating Expenditures		833,955	1,065,600	1,065,600	1,379,000	29.41%	313,400	
Departmental Capital								
450-931-564300-535-00000	EQUIPMENT & MACHINERY-COMPUTERS*	-	1,500	1,500	2,500	66.67%	1,000	
450-931-564520-535-00000	EQUIPMENT & MACHINERY-TRUCK*	43,200	55,000	55,000	50,000	-9.09%	(5,000)	
450-931-564700-535-00000	EQUIPMENT & MACHINERY-EQUIPMENT*	42,591	50,000	50,000	50,000	0.00%	-	
450-931-564999-535-00000	CONTRA EXPENSE	(85,791)	-	-	-	0.00%	-	
450-931-566000-535-00000	BUILDING IMPROVEMENTS-BUILDINGS	-	-	-	95,000	0.00%	95,000	
Departmental Capital		-	106,500	106,500	197,500	85.45%	91,000	
Wastewater Plant Total		1,571,915	1,968,527	1,968,527	2,651,872	34.71%	683,345	

*Related footnote on following page

WASTEWATER PLANT 931(CONTINUED)

Wastewater Plant - Footnote Detail

Account Name	Footnote Detail	FY 2025 Proposed Budget
Professional Services-Miscellaneous	Professional Consulting Services	20,000
	Mechanical Integrity Testing (2026) - Engineering Svcs.	75,000
	Total	95,000
Sludge Removal	Hauling and disposal of biosolid class B	225,000
	Total	225,000
Ocean Disposal Charges	Annual payment to Hollywood for treated wastewater effluent disposal	30,000
	Total	30,000
Testing Services	Regulatory agencies required testing	45,000
	Total	45,000
Contractual Services	Work Order Management system	5,000
	Mechanical Integrity Testing (2025) - Construction	183,000
	Landscaping services	15,000
	Total	203,000
Education & Registration	Local and State training	3,000
	Total	3,000
Utilities-Electricity	FPL	414,000
	Total	414,000
Repairs-Vehicle	Normal fleet repairs	3,000
	Total	3,000
Maintenance-Electric Systems	Contract for generator	8,000
	Repair of Electric Systems as needed	5,000
	Annual inspection and maintenance of electrical system	15,000
	Total	28,000
Maintenance-Instrumentation	Wastewater instrumentation and calibration services	18,000
	Total	18,000
Maintenance-Structures	Repair walkways and routing lines. Building repairs	15,000
	Total	15,000
Maintenance-Mechanical Equipment	Repair and maintenance in wastewater plant	60,000
	Total	60,000
Materials - Equipment Maintenance	Material to maintain - electrical	5,000
	Material to maintain - mechanical equipment	5,000
	Material to maintain - instrumentation	5,000
	Total	15,000
Supplies-Uniforms	Uniforms & City logo shirts (\$125/Supervisor)	3,000
	Total	3,000
Supplies-Chemicals	Liquid ferrous sulfate	50,000
	Other	20,000
	Sodium Hypochlorite	60,000
	Clarifloc Polymer	50,000
	Odor control	30,000
	Total	210,000

WASTEWATER PLANT 931(CONTINUED)

Supplies-Lab	Wastewater lab expendables & minor equipment	3,000
	Total	3,000
Supplies-Safety Equipment	Safety shoes (\$150 allowance), gloves, masks, etc.	4,500
	Total	4,500
Supplies-Minor Tools	Small hand tools	2,500
	Total	2,500
Equipment & Machinery-Computers	Tablet for plant mechanics	1,000
	Laptop for Wastewater Chief Plant Operator	1,500
	Total	2,500
Equipment & Machinery-Truck	Wastewater plant truck #9344 replacement	50,000
	Total	50,000
Equipment & Machinery-Equipment	Wastewater plant VFD Replacement - 2 units	50,000
	Total	50,000
Building Improvements-Buildings	Floor recoating of chlorine and mechanical rooms	25,000
	Effluent ponds lining and maintenance	50,000
	Upgrade lab room, cabinets and equipment	20,000
	Total	95,000

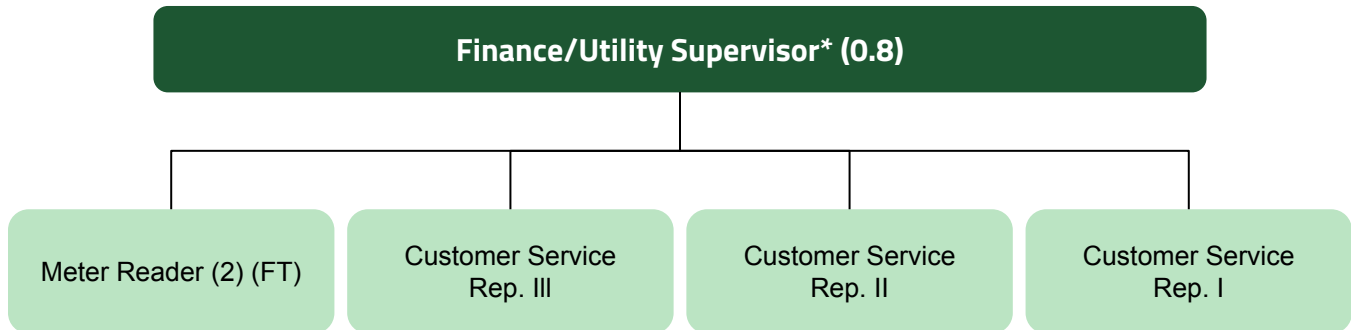
WASTEWATER PLANT 931(CONTINUED)

Position#	Job Title Description	Regular Pay Rate Description	Regular Pay Rate Amount	Amount FY 24 Annual wages	FY 24 COLA	Merit Increase	FY 25 COLA	FY 25 Total Wages
450-931-0001	Chief Wastewater Plant Operator	Hourly	\$40.00	\$83,200.00	\$0.00	\$2,416.22	\$2,662.40	\$88,278.62
450-931-0002	Maintenance Superintendent	Salary	\$3,200.00	\$83,200.00	\$0.00	\$2,024.15	\$2,662.40	\$87,886.55
450-931-0003	Treatment Plant Operator II	Hourly	\$36.18	\$75,254.40	\$0.00	\$1,913.32	\$2,408.14	\$79,575.86
450-931-0004	Treatment Plant Operator I	Hourly	\$38.33	\$79,726.40	\$0.00	\$1,668.80	\$2,551.24	\$83,946.44
450-931-0005	Treatment Plant Operator I	Hourly	\$29.00	\$60,320.00	\$0.00	\$475.95	\$1,930.24	\$62,726.19
450-931-0006	Treatment Plant Operator I	Hourly	\$29.00	\$60,320.00	\$0.00	\$191.70	\$1,930.24	\$62,441.94
450-931-0007	Treatment Plant Operator I	Hourly	\$29.00	\$60,320.00	\$0.00	\$0.00	\$1,930.24	\$62,250.24
450-931-0008	Treatment Plant Operator Trainee	Hourly	\$22.00	\$45,760.00	\$0.00	\$386.14	\$1,464.32	\$47,610.46
450-931-0009	Utility Instrumentation Technician (Electrician)	Hourly	\$30.00	\$62,400.00	\$0.00	\$0.00	\$0.00	\$62,400.00
				\$321,380.80		\$8,022.49	\$10,284.18	\$339,687.47

UTILITIES CUSTOMER SERVICE 940

Mission:

To provide the most responsive, cost-effective, friendly, high quality, accurate and professional billing and customer service, while ensuring effective revenue collection for City utility services.



*Reports to Finance

FY 2024 Year to Date Accomplishments:

- > Continued highly empathetic, friendly and responsive customer service, which regularly exceeds customer expectations.
- > Reviewed old policies and established a plan to update old policies and properly implement new ones.
- > Continued remote check deposit procedure, this has reduced the amount of trips to the bank and has shown a large drop in deposit discrepancies that come from the banks check reading software.
- > Collaborated with the Utilities department to replace old meters on a case-by-case basis, to provide residents the most accurate information possible with the use of WaterSmart.
- > Continued promotion of the Customer Portal - WaterSmart. This allows the City's residents to take full advantage of all of the system's capabilities.
- > Conducted a deep search through delinquent accounts identifying accounts that needed liens, updated liens, and identifying accounts that needed additional assistance.
- > Halted scheduled shut-offs and late fees due to COVID-19 for several months to provide needed assistance to residents during periods of hardship.
- > Implemented and aggressively promoted utility bill e-mail delivery and the use of the WaterSmart Application.
- > Transitioned the customer service portion of the Waste Management contract to Public Works, billing and finance portion remains in UB.
- > Continued highly responsive lien search request program by responding to nearly all requests within three business days.
- > Provided quality customer service during Covid-19 crisis by staying operational with reduced staff and continuing to get back to residents within a timely manner under the circumstances.
- > Drafted new payment arrangement policy.
- > Modified ordinance for Utility Billing assistance to ensure residents would qualify without being under imminent risk of being shut off due to COVID-19.
- > Implemented ARPA Resident Assistance Program to help residents in need to cover utility expenses.

UTILITIES CUSTOMER SERVICE 940(CONTINUED)

Goals for FY 2025:

- > In conjunction with Utilities and the City Attorney, resolve outstanding collection issues related to customers receiving only sewer service from the City.
- > Continuous cross training and customer service training.
- > Significant increase in the number of residents receiving utility bills by e-mail and utilizing WaterSmart.
- > Policy and Procedure handbook to be approved and put into effect.
- > Inquire about cost effective technologies that would assist with processing payments.
- > Implement new bill printing service.
- > Review all tasks and duties of employees in the department to cross train employees and reassign tasks to streamline processes.

Performance Measures:

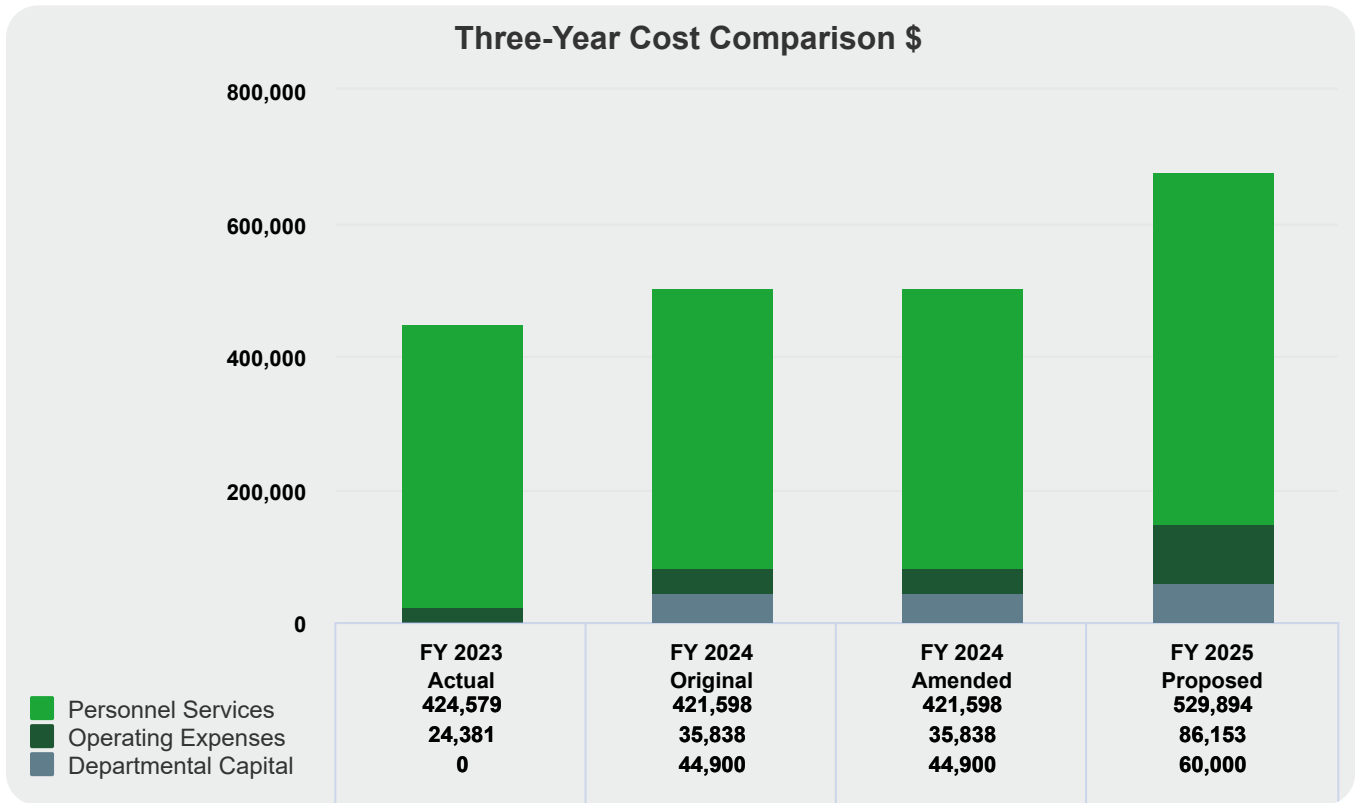
Performance Measure	Indicator	FY 2023 Results	FY 2023 YTD Results	FY 2023 Target	FY 2024 Target
Utility accounts that receive monthly utility bill by E-mail	Number of utility accounts that receive monthly bill by E-mail	2,450	2,450	2,600	2,600
Utility accounts that are enrolled in WaterSmart	Number of utility accounts that are enrolled in WaterSmart	1,952	1,952	2,300	2,300

Position Listing

Full Time (FT)/Other	Position Summary					
	FY 2023		FY 2024		FY 2025 Proposed	
	FT	Other	FT	Other	FT	Other
Finance/Utility Supervisor*	0.8	-	0.8	-	0.8	-
Customer Service Rep. III	1	-	1	-	1	-
Customer Service Rep. II	1	-	1	-	1	-
Customer Service Rep. I	1	-	1	-	1	-
Meter Reader	-	2	-	2	2	-
Total	3.8	2.0	3.8	2.0	5.8	-
Full-Time Equivalent	3.8	1.3	3.8	1.3	5.8	-

UTILITIES CUSTOMER SERVICE 940

Budget Summary



UTILITIES CUSTOMER SERVICE 940

GL Number	\$	FY 2023	FY 2024		Proposed Budget	FY 2025	
		Actuals	Original Budget	Amended Budget As Of 6/30/2024		% Over/ (Under) FY 2024 Orig. Budget	\$ Over/ (Under) FY 2024 Orig. Budget
Wages							
450-940-512100-536-00000	SALARIES-REGULAR	204,050	217,774	217,774	339,615	55.95%	121,841
450-940-512200-536-00000	SALARIES-OTHER	54,564	55,630	55,630	-	-100.00%	(55,630)
450-940-514000-536-00000	SALARIES-OVERTIME	1,256	3,000	3,000	3,000	0.00%	-
450-940-515700-536-00000	SPECIAL PAY-CELL PHONE	-	-	-	1,680	0.00%	1,680
Total Wages		259,870	276,404	276,404	344,295	24.56%	67,891
Benefits							
450-940-521100-000-00000	BENEFITS-FICA	18,508	20,915	20,915	25,981	24.22%	5,066
450-940-521200-000-00000	BENEFITS-RETIREMENT	73,479	46,096	46,096	54,124	17.42%	8,028
450-940-521300-000-00000	BENEFITS-GROUP INSURANCE	71,039	77,445	77,445	104,380	34.78%	26,935
450-940-521400-000-00000	BENEFITS-WORKERS COMPENSATION	1,336	738	738	1,114	50.95%	376
450-940-522800-000-00000	OTHER PAYROLL COSTS	347	-	-	-	0.00%	-
Total Benefits		164,709	145,194	145,194	185,599	27.83%	40,405
Personnel Services		424,579	421,598	421,598	529,894	25.69%	108,296
Operating Expenditures							
450-940-531190-536-00000	PROFESSIONAL SERVICES-MISCELLANEOUS*	-	500	500	45,500	9000.00%	45,000
450-940-531228-536-00000	FEES-PAYMODE CONCENTRATOR*	-	5,000	5,000	-	-100.00%	(5,000)
450-940-532401-536-00000	TRAVEL & PER DIEM*	-	200	200	200	0.00%	-
450-940-532471-536-00000	PRINTING*	10,262	12,000	12,000	16,800	40.00%	4,800
450-940-532491-536-00000	EDUCATION & REGISTRATION*	-	1,000	1,000	1,000	0.00%	-
450-940-532542-536-00000	DUES & MEMBERSHIPS*	-	100	100	100	0.00%	-
450-940-534110-536-00000	REPAIRS-EQUIPMENT*	-	200	200	200	0.00%	-
450-940-534130-536-00000	REPAIRS-VEHICLE*	1,837	1,000	1,000	1,000	0.00%	-
450-940-534410-536-00000	MAINTENANCE-CONTRACTS*	7,922	8,548	8,548	14,063	64.52%	5,515
450-940-535110-536-00000	SUPPLIES-OFFICE	1,048	2,040	2,040	2,040	0.00%	-
450-940-535185-536-00000	SUPPLIES-SPECIAL*	-	500	500	500	0.00%	-
450-940-535210-536-00000	SUPPLIES-UNIFORMS	392	500	500	500	0.00%	-
450-940-535410-536-00000	SUPPLIES-SAFETY EQUIPMENT*	350	500	500	500	0.00%	-
450-940-535620-536-00000	SUPPLIES-GAS & OIL*	1,770	2,750	2,750	2,750	0.00%	-
450-940-536612-536-00000	PROGRAM EXPENSE-UTILITY ASSISTANCE*	800	1,000	1,000	1,000	0.00%	-
Operating Expenditures		24,381	35,838	35,838	86,153	140.40%	50,315
Departmental Capital							
450-940-564300-536-00000	EQUIPMENT & MACHINERY-COMPUTERS*	-	4,900	4,900	-	-100.00%	(4,900)
450-940-564520-536-00000	EQUIPMENT & MACHINERY-TRUCK*	-	40,000	40,000	60,000	50.00%	20,000
Departmental Capital		-	44,900	44,900	60,000	33.63%	15,100
Utilities Customer Service Total		448,960	502,336	502,336	676,047	34.58%	173,711

*Related footnote on following page

UTILITIES CUSTOMER SERVICE 940

Utilities Customer Service - Footnote Detail

Account Name	Footnote Detail	FY 2025 Proposed Budget
Professional Services-Miscellaneous	Invoice Cloud	5,000
	Temp for Utility Billing Collections	40,000
	Lien Filing Fees	500
	Total	45,500
Travel & Per Diem	FGFOA Annual Conference (Finance/Utility Supervisor)	200
	Total	200
Printing	Monthly Utility Bills & Delinquency Notices	10,800
	Paper Stock (New expense previously paid by Waste Management)	6,000
	Total	16,800
Education & Registration	Customer Service Training/Misc. Trainings	1,000
	Total	1,000
Dues & Memberships	FGFOA Membership (Finance/Utility Supervisor)	100
	Total	100
Repairs-Equipment	Handheld Radios	200
	Total	200
Repairs-Vehicle	2011 Ford F150 & 2012 Ford Focus	1,000
	Total	1,000
Maintenance-Contracts	BS&A - Work Order Module	3,249
	BS&A - Utility Billing Module	5,735
	Itron - FCS Software Maintenance for Handheld Water Meters - 10% increase	5,079
	Total	14,063
Supplies-Special	Misc. Supplies & Services (Utility Billing)	250
	Minor Equipment (Meter Readers)	250
	Total	500
Supplies-Safety Equipment	Safety shoes, first aid kits, etc.	500
	Total	500
Supplies-Gas & Oil	Service Vehicles	2,750
	Total	2,750
Program Expense-Utility Assistance	Assistance to residents in financial distress for utility bills	1,000
	Total	1,000
Equipment & Machinery-Truck	Meter Reader Truck - Didn't purchase in FY24 - Maverick	30,000
	Replace 2008 Escape XLT - Vehicle # 9378 - Maverick	30,000
	Total	60,000

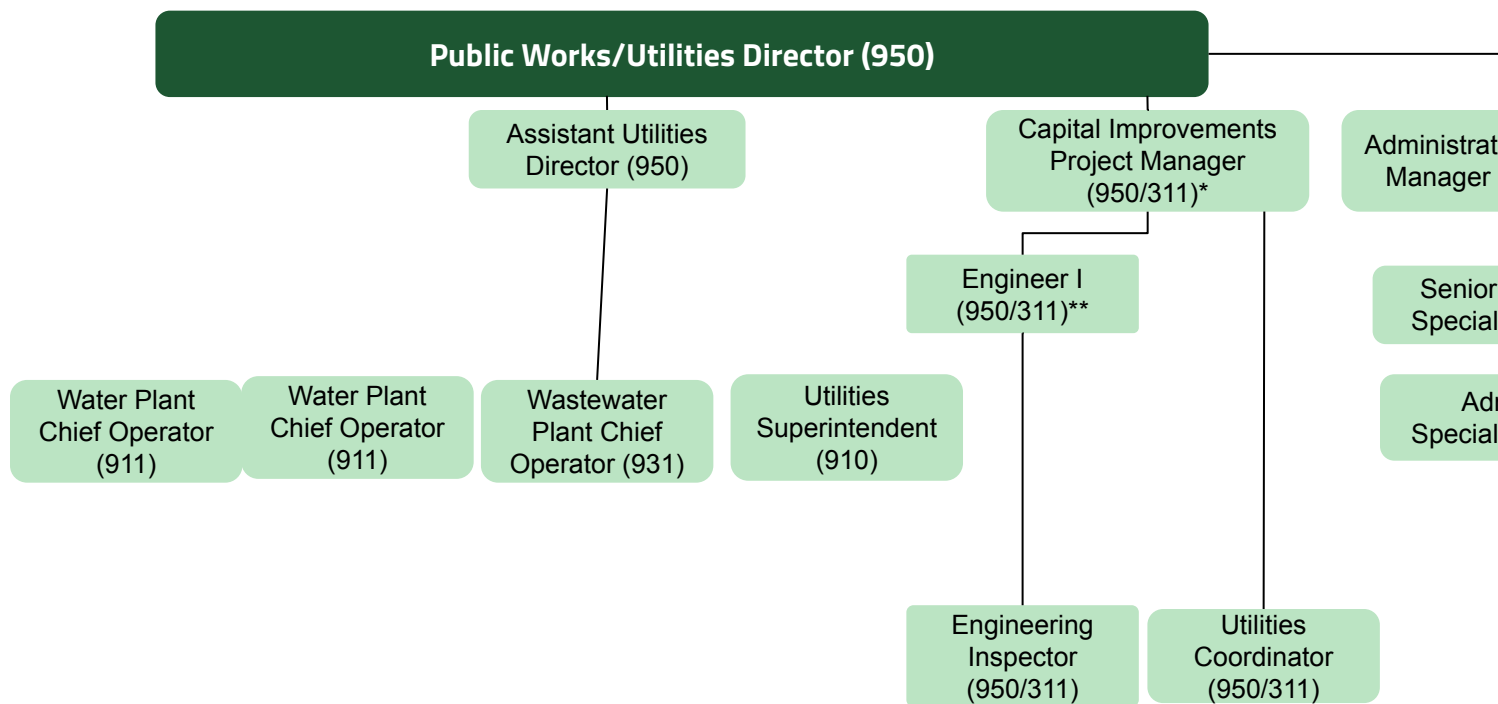
UTILITIES CUSTOMER SERVICE 940

Position#	Job Title Description	Regular Pay Rate Description	Regular Pay Rate Amount	Amount FY 24 Annual wages	FY 24 COLA	Merit Increase	FY 25 COLA	FY 25 Total Wages
450-940-0001	Customer Service Representative I	Hourly	\$21.60	\$44,928.00	\$0.00	\$1,619.87	\$1,437.70	\$47,985.57
450-940-0002	Customer Service Representative III	Hourly	\$29.45	\$61,256.00	\$0.00	\$2,450.24	\$1,960.19	\$65,666.43
450-940-0003	Customer Service Representative II	Hourly	\$24.22	\$50,377.60	\$0.00	\$811.56	\$1,612.08	\$52,801.24
450-940-0004	Utility Billing/ Accounting Supervisor	Salary	\$3,769.23	\$78,399.98	\$0.00	\$1,864.42	\$2,508.80	\$82,773.20
450-940-0005	Meter Reader	Hourly	\$18.94	\$39,395.20	\$0.00	\$293.58	\$1,260.65	\$40,949.43
450-940-0006	Meter Reader	Hourly	\$22.79	\$47,403.20	\$0.00	\$519.49	\$1,516.90	\$49,439.59
				\$321,759.98		\$7,559.15	\$10,296.32	\$339,615.45

WATER & SEWER ADMINISTRATION 950

Mission:

To effectively manage various activities of the Utilities Department and Office of the City Engineer. Also, to provide excellent services to all stakeholders.



* Reclassified from Capital Projects Coordinator
 ** Eliminating the vacant "Plant Operation Superintendent" position will allow us to fund a new "Engineer I" position. This strategic reallocation of resources will enhance the City engineering function, ensuring efficient management of capital improvement projects and fulfilling engineering requirements. This position funded 50% from Water and Sewer Administration (950) and 50% from Public Works Administration (311).

FY 2024 Year to Date Accomplishments:

- > Managed all water, wastewater, and storm water operations in 100% compliance with Federal, State, and Local regulations with no violations.
- > Updated Water and & Sewer Capital Improvement Master Plan, **this project is set to complete in the fiscal year 2025.**
- > Manage capital improvement projects worth over \$5 million, **this goal will continue into fiscal year 2025.**
- > SW 49th Street Culvert Rehabilitation or Replacement project, **this goal will continue into fiscal year 2025.**
- > Received Florida additional State grant totaling \$450,000.00 for SW 49th Street Culvert Rehabilitation or Replacement project.
- > Received Florida Department of Environmental Protection grant totaling \$170,000.00 to complete Vulnerability Assessment.
- > We are currently at the final stage of approval for a State grant totaling \$700,000.00 for the Sewer Lining Project.
- > We are currently at the final stage of approval for a House Appropriations Community Project Funding (CPF) totaling \$950,000.00 for the Sewer Lining Project.
- > Project Management and inspection on new citywide Commercial and residential development. **This task will continue into fiscal year 2025.**

WATER & SEWER ADMINISTRATION 950(CONTINUED)

- > Performed 271 Community Development site plan reviews and 115 site permit inspections. ***This task will continue into fiscal year 2025.***
- > Closed out commercial and residential projects include The Shoppes of Monterra Commons, The BrightStar Credit Union and Kingfisher Homes.

Goals for FY 2025:

- > Manage all water, wastewater, and storm water operations in compliance with Federal, State, and Local regulations.
- > Update the Water & Sewer Capital Improvement Master Plan.
- > Manage capital projects worth approximately \$12 million.
- > Actively looking for grant funding for infrastructure improvement projects.
- > Progress American Rescue Plan Funded projects including the SW 49th Street Culvert replacement.
- > Initiate the Stormwater Master Plan After completion of hydraulic modeling.
- > Initiate the Utilities Rate Study after Master plan completion.
- > Continue Project Management and inspection of new citywide Commercial and residential development.
- > Complete the Vulnerability Assessment.
- > Perform Community Development site plan review and permit inspections.
- > Implement a 4-log disinfection project for compliance with EPA's groundwater rule.
- > Implement an Optimal Corrosion Control Assessment for drinking water production.

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(950/311)*

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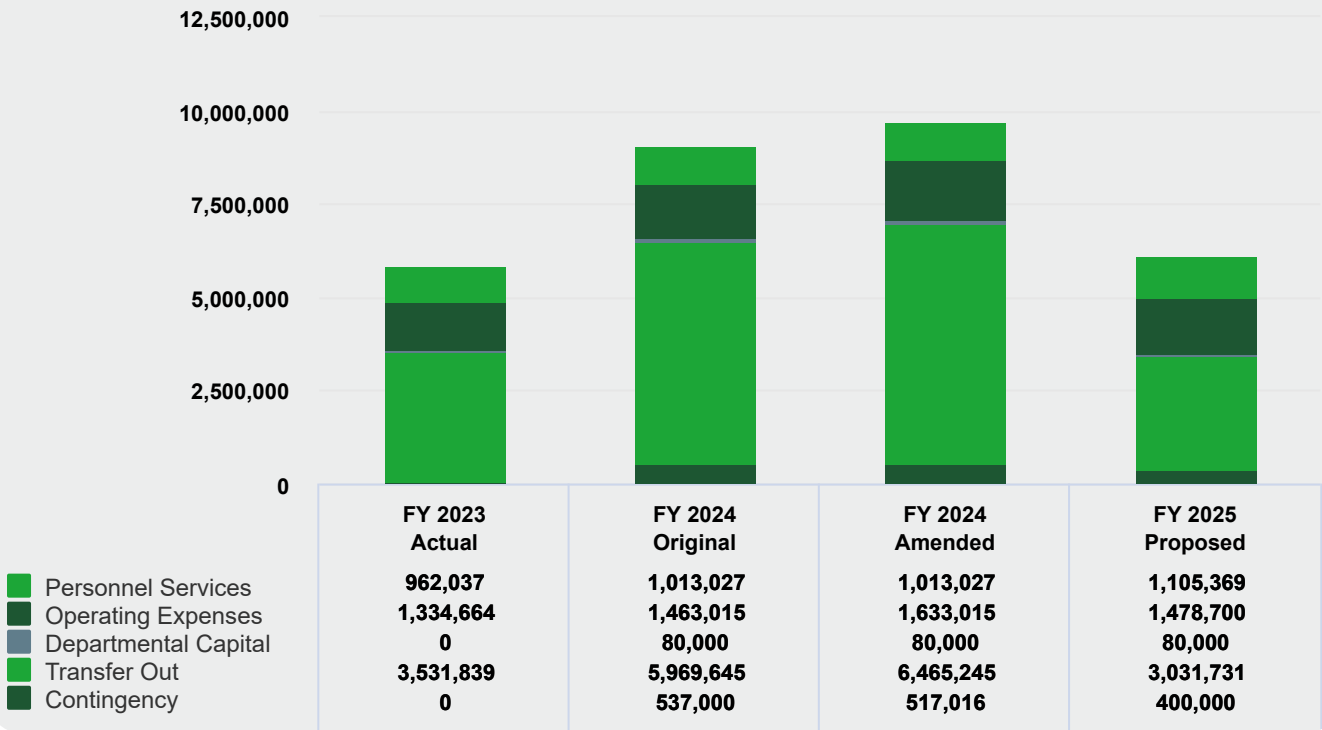
Position Listing

Position Summary						
Full Time (FT)/Other	FY 2023		FY 2024		FY 2025 Proposed	
	FT	Other	FT	Other	FT	Other
Utilities Director/City Engineer	1	-	1	-	1	-
Assistant Utilities Director	1	-	1	-	1	-
Engineer I*	-	-	-	-	0.5	-
Engineering Inspector	1	-	1	-	0.5	-
Utilities Coordinator	-	-	1	-	0.5	-
Senior Administrative Specialist	1	-	1	-	1	-
Administrative Specialist	1	-	1	-	1	-
Tradesworker I	1	-	1	-	-	-
Capital Improvement Project Manager	-	-	-	-	0.5	-
Administrative Services Manager	-	-	-	-	0.5	-
Total	6	-	7	-	6.5	-
Full-Time Equivalent	6.0	-	7.0	-	6.5	-

Budget Summary

WATER & SEWER ADMINISTRATION 950(CONTINUED)

Three-Year Cost Comparison \$



WATER & SEWER ADMINISTRATION 950(CONTINUED)

GL Number	\$	FY 2023	FY 2024		FY 2025		
		Actuals	Original Budget	Amended Budget As Of 6/30/2024	Proposed Budget	% Over/ (Under) FY 2024 Orig. Budget	\$ Over/ (Under) FY 2024 Orig. Budget
Wages							
450-950-512100-536-00000	SALARIES-REGULAR	534,221	640,109	640,109	704,188	10.01%	64,079
450-950-514000-536-00000	SALARIES-OVERTIME	-	500	500	-	-100.00%	(500)
450-950-515600-536-00000	SPECIAL PAY-CAR ALLOWANCE*	-	-	-	2,810	0.00%	2,810
450-950-515700-536-00000	SPECIAL PAY-CELL PHONE	1,671	3,120	3,120	5,000	60.26%	1,880
Total Wages		535,892	643,729	643,729	711,998	10.61%	68,269
Benefits							
450-950-521100-000-00000	BENEFITS-FICA	39,443	48,968	48,968	53,870	10.01%	4,902
450-950-521200-000-00000	BENEFITS-RETIREMENT	257,364	142,387	142,387	136,418	-4.19%	(5,969)
450-950-521300-000-00000	BENEFITS-GROUP INSURANCE	93,366	138,247	138,247	161,639	16.92%	23,392
450-950-521301-000-00000	BENEFITS-GROUP INSURANCE (RETIRES)*	30,980	36,000	36,000	36,000	0.00%	-
450-950-521400-000-00000	BENEFITS-WORKERS COMPENSATION	4,284	3,696	3,696	5,444	47.29%	1,748
450-950-522800-000-00000	OTHER PAYROLL COSTS	708	-	-	-	0.00%	-
Total Benefits		426,145	369,298	369,298	393,371	6.52%	24,073
Personnel Services		962,037	1,013,027	1,013,027	1,105,369	9.12%	92,342
Operating Expenditures							
450-950-531100-536-00000	PROFESSIONAL SERVICES*	71,858	70,000	70,000	70,000	0.00%	-
450-950-531130-536-00000	PROFESSIONAL SERVICES-ENGINEERING*	-	90,000	90,000	100,000	11.11%	10,000
450-950-531130-536-VULAS	PROFESSIONAL SERVICES-ENGINEERING	-	-	170,000	-	0.00%	-
450-950-531150-536-00000	PROFESSIONAL SERVICES-LEGAL*	-	5,000	5,000	5,000	0.00%	-
450-950-531170-536-00000	PROFESSIONAL SERVICES-ACCOUNTING/ AUDIT*	10,300	12,038	12,038	-	-100.00%	(12,038)
450-950-531290-536-00000	CONTRACTUAL SERVICES*	51,369	106,560	106,560	96,000	-9.91%	(10,560)
450-950-531325-536-00000	FEES-REGULATORY*	20,394	36,000	36,000	36,000	0.00%	-
450-950-532310-536-00000	RENTAL-EQUIPMENT*	8,051	7,500	7,500	7,500	0.00%	-
450-950-532401-536-00000	TRAVEL & PER DIEM	36	7,000	7,000	10,000	42.86%	3,000
450-950-532471-536-00000	PRINTING*	6,574	600	600	600	0.00%	-
450-950-532491-536-00000	EDUCATION & REGISTRATION*	428	1,300	1,300	1,800	38.46%	500
450-950-532510-536-00000	INSURANCE-LIABILITY*	515,579	863,207	863,207	958,425	11.03%	95,218
450-950-532542-536-00000	DUES & MEMBERSHIPS	5,141	7,450	7,450	6,875	-7.72%	(575)
450-950-533411-536-00000	UTILITIES-TELEPHONE, INTERNET, CABLE	57,804	44,000	44,000	50,000	13.64%	6,000
450-950-534120-536-00000	REPAIRS-OFFICE EQUIPMENT	-	1,000	1,000	1,000	0.00%	-
450-950-534130-536-00000	REPAIRS-VEHICLE*	620	2,000	2,000	2,000	0.00%	-
450-950-534160-536-00000	REPAIRS-BUILDING & PROPERTY*	4,598	110,000	110,000	25,000	-77.27%	(85,000)
450-950-534210-536-00000	MAINTENANCE-COMMUNICATIONS*	-	800	800	800	0.00%	-
450-950-534410-536-00000	MAINTENANCE-CONTRACTS	8,202	8,760	8,760	10,500	19.86%	1,740
450-950-535110-536-00000	SUPPLIES-OFFICE	12,165	9,500	9,500	10,000	5.26%	500
450-950-535120-536-00000	SUPPLIES-CUSTODIAL	3,009	3,500	3,500	3,500	0.00%	-
450-950-535160-536-00000	SUPPLIES-DATA PROCESSING*	730	3,100	3,100	3,100	0.00%	-
450-950-535170-536-00000	POSTAGE*	56,638	38,000	38,000	45,000	18.42%	7,000
450-950-535190-536-00000	SUPPLIES-OTHER	616	3,500	3,500	3,500	0.00%	-
450-950-535410-536-00000	SUPPLIES-SAFETY EQUIPMENT	300	500	500	500	0.00%	-
450-950-535620-536-00000	SUPPLIES-GAS & OIL	1,504	2,600	2,600	2,600	0.00%	-
450-950-536611-536-00000	PROGRAM EXPENSE-WATER CONSERVATION	18,518	29,100	29,100	29,000	-0.34%	(100)
450-950-539200-536-00000	DEPRECIATION	466,976	-	-	-	0.00%	-
450-950-539400-536-00000	BAD DEBT	13,254	-	-	-	0.00%	-
Operating Expenditures		1,334,664	1,463,015	1,633,015	1,478,700	1.07%	15,685
Departmental Capital							
450-950-564300-536-00000	EQUIPMENT & MACHINERY-COMPUTERS	1,207	-	-	-	0.00%	-
450-950-564999-536-00000	CONTRA EXPENSE	(1,207)	-	-	-	0.00%	-
450-950-566000-536-00000	BUILDING IMPROVEMENTS-BUILDINGS	-	80,000	80,000	80,000	0.00%	-
Departmental Capital		-	80,000	80,000	80,000	0.00%	-

WATER & SEWER ADMINISTRATION 950(CONTINUED)

GL Number	\$	FY 2023	FY 2024		Proposed Budget	FY 2025	
		Actuals	Original Budget	Amended Budget As Of 6/30/2024		% Over/ (Under) FY 2024 Orig. Budget	\$ Over/ (Under) FY 2024 Orig. Budget
Transfers Out							
450-950-591001-536-00000	ENTERPRISE TRANSFER TO GENERAL	1,804,537	2,814,429	2,814,429	2,814,429	0.00%	-
450-950-591103-581-00000	TRANSFER TO ROAD & BRIDGE FUND*	17,302	17,302	17,302	17,302	0.00%	-
450-950-591440-581-00000	ENTERPRISE TRANSFER TO STORMWATER FUND	-	-	-	200,000	0.00%	200,000
450-950-591453-536-00000	ENTERPRISE TRANSFER TO CAPITAL IMPROVMNT	1,710,000	3,137,914	3,633,514	-	-100.00%	(3,137,914)
Transfers Out		3,531,839	5,969,645	6,465,245	3,031,731	-49.21%	(2,937,914)
Contingency							
450-950-599000-536-00000	CONTINGENCY*	-	537,000	517,016	400,000	-25.51%	(137,000)
Contingency		-	537,000	517,016	400,000	-25.51%	(137,000)
Water & Wastewater Administration Total		5,828,540	9,062,687	9,708,303	6,095,800	-32.74%	(2,966,887)

*Related footnote on following page

WATER & SEWER ADMINISTRATION 950(CONTINUED)

Water & Wastewater Administration - Footnote Detail

Account Name	Footnote Detail	FY 2025 Proposed Budget
Benefits-Group Insurance (Retirees)	BENEFITS-GROUP INSURANCE (RETIREEES)-Mike Bailey	36,000
	Total	36,000
Professional Services	GIS System Services	50,000
	Miscellaneous	15,000
	Annual Water Quality Report	5,000
	Total	70,000
Professional Services-Engineering	Engineering services as needed	100,000
	Total	100,000
Contractual Services	Utility locations	30,000
	Janitorial Services	25,000
	GIS software & fieldwork license	11,000
	Pest Control Services	5,000
	Sunshine State on call	10,000
	Miscellaneous	15,000
	Total	96,000
Fees-Regulatory	Operating Permits (County, FL Dept of Environmental Protection), Licenses	36,000
	Total	36,000
Rental-Equipment	Copier; substitute machinery	7,500
	Total	7,500
Travel & Per Diem	Travel & per diem expenses associated with FSAWWA, FWRC, and AWWA conferences	10,000
	Total	10,000
Education & Registration	Florida Water Resources Conference (2 Employees)	650
	New conferences	500
	FSAWWA Conference (2 Employees)	650
	Total	1,800
Insurance-Liability	Insurance-Liability FMIT -	950,019
	Storage Tank Liability - 10% increase	3,628
	Pollution & Remediation Liability - 10% increase	4,778
	Total	958,425
Dues & Memberships	AWWA Membership	4,800
	SE Florida Utility Council	475
	Amazon	100
	New organization memberships	1,500
	Total	6,875
Repairs-Vehicle	Normal fleet repairs	2,000
	Total	2,000
Repairs-Building & Property	Carpet and special floor cleaning	10,000
	Miscellaneous repair and maintenance	5,000
	Fence Repair and maintenance	10,000
	Total	25,000
Maintenance-Communications	Maintain City radios	800

WATER & SEWER ADMINISTRATION 950(CONTINUED)

Water & Wastewater Administration - Footnote Detail

Account Name	Footnote Detail	FY 2025 Proposed Budget
	Total	800
Maintenance-Contracts	CAD software licenses	1,500
	Meter Reading handheld	5,000
	Elevator Maintenance	4,000
	Total	10,500
Supplies-Office	Copy paper, pens, notepads, folders, batteries, etc.	10,000
	Total	10,000
Supplies-Custodial	Paper towels, toilet paper, hand soap, trash can liners, etc.	3,500
	Total	3,500
Supplies-Data Processing	Ink cartridge, monitors, mouse, keyboard, etc.	3,100
	Total	3,100
Postage	Primarily monthly utility bills, miscellaneous other correspondence	45,000
	Total	45,000
Supplies-Other	Miscellaneous items and shirts for administrative staff	3,500
	Total	3,500
Supplies-Safety Equipment	Payroll PPE deduction	500
	Total	500
Program Expense-Water Conservation	Naturescape Irrigation Program	5,000
	Broward Water Partnership - Conservation Pays	24,000
	Total	29,000
Building Improvements-Buildings	Awning repair, replacement and maintenance	30,000
	HVAC and split units replacement	50,000
	Total	80,000

WATER & SEWER ADMINISTRATION 950(CONTINUED)

Position#	Job Title Description	Regular Pay Rate Description	Regular Pay Rate Amount	Amount FY 24 Annual wages	FY 24 COLA	Merit Increase	FY 25 COLA	FY 25 Total Wages
001-311-0002	Administrative Services Manager	Salary	\$3,734.00	\$48,542.00	\$0.00	\$829.87	\$1,553.34	\$50,925.21
001-311-0003	Capital Improvement Project Manager	Salary	\$5,192.30	\$67,499.90	\$0.00	\$0.00	\$0.00	\$67,499.90
450-950-0001	Utilities Director/City Engineer	Salary	\$7,134.62	\$185,500.12	\$0.00	\$2,134.52	\$5,936.00	\$193,570.64
450-950-0002	Assistant Utilities Director	Salary	\$5,352.15	\$139,155.90	\$0.00	\$4,483.49	\$4,452.99	\$148,092.38
450-950-0003	Engineering Inspector	Salary	\$3,457.68	\$44,949.84	\$0.00	\$374.38	\$1,438.39	\$46,762.61
450-950-0004	Utilities Coordinator	Salary	\$2,807.70	\$36,500.10	\$0.00	\$760.00	\$1,168.00	\$38,428.10
450-950-0005	Senior Administrative Specialist	Hourly	\$31.92	\$66,388.19	\$0.00	\$0.00	\$0.00	\$66,388.19
450-950-0006	Administrative Specialist	Hourly	\$24.04	\$50,000.08	\$0.00	\$920.55	\$1,600.00	\$52,520.63
450-950-0007	Engineer ¹	Salary	\$3,076.92	\$39,999.96	\$0.00	\$0.00	\$0.00	\$39,999.96
				\$486,764.62	\$9,802.94	\$10,378.35	\$9,931.35	\$516,877.25

WATER AND SEWER CIP FUND

GL Number	\$	FY 2023	FY 2024		FY 2025		
		Actuals	Original Budget	Amended Budget As Of 6/30/2024	Proposed Budget	% Over/ (Under) FY 2024 Orig. Budget	\$ Over/ (Under) FY 2024 Orig. Budget
Funding							
453-000-331450-331-W5003	Grants	-	-	-	959,757	0.00%	959,757
453-000-334312-334-00000	Grants	-	-	-	700,000	0.00%	700,000
453-000-389100-389-00000	Interest Income	203,978	200,000	200,000	400,000	0.00%	200,000
453-000-389980-389-00000	Appropriation from Retained Earnings	-	-	4,080,945	7,491,743	3745.87%	7,491,743
Total Revenue		203,978	200,000	4,280,945	9,551,500	0.00%	9,351,500
Transfers In							
453-000-381450-381-00000	INTER-FUND GROUP TRSF IN-WATER/ SEWER	1,710,000	3,137,914	3,633,514	-	0.00%	(3,137,914)
Total Transfers In		1,710,000	3,137,914	3,633,514	-	0.00%	(3,137,914)
Total Funding		1,913,978	3,337,914	7,914,459	9,551,500	0.00%	6,213,586
Operating Expenditures							
Operating Expenditures		2,964,272	-	519,596	-	0.00%	-
Departmental Capital		(80,404)	3,337,914	7,394,864	9,551,500	0.00%	6,213,586
Interfund Transfers Out		12,300	-	-	-	0.00%	-
Total Expenditures		2,896,168	3,337,914	7,914,460	9,551,500	-	6,213,586
Over/(Under)		(982,190)	-	(1)	-	0.00%	-

WATER AND SEWER FUND FIVE-YEAR CIP PLAN

Project Name (\$)	2024 Amended Budget	2025	2026	2027	2028	2029	Total FY 2025 - FY 2029
FUNDING							
Other CIP Fund Revenue	200,000	400,000		-	-		400,000
Grants		1,659,757					1,659,757
Water/Sewer Fund Transfer In	3,137,914						
Appropriation from Retained Earnings	-	7,491,743	-	-	-	-	7,491,743
Total Funding	3,337,914	9,551,500	-	-	-	-	9,551,500
EXPENSE							
Water System							
Water Meter Replacement Phase II	1,100,000	2,200,000	-	-			2,200,000
Wellfield & Water Distribution System Hydraulic Model		155,000					155,000
Water Treatment Plant Rehabilitation	1,324,999	-	-	-			-
Water Main Annual Replacement		500,000	4,293,000	4,293,000	4,293,000	4,293,000	17,672,000
Flamingo Gardens Townhouses Water Svc Lines Replacement	336,618	500,000	2,000,000				2,500,000
Rehabilitation of Water Supply Wells	394,318	250,000					250,000
Total Water Treatment & Supply	3,155,934	3,605,000	6,293,000	4,293,000	4,293,000	4,293,000	22,777,000
Wastewater System							
Gravity Sewer Improvements	1,200,477	1,444,000	1,444,000	1,444,000	1,444,000	1,444,000	7,220,000
Lift Station Rehabilitation	327,802	765,000	570,000	525,000	540,000	552,000	2,952,000
Wastewater Force Main Rehabilitation (FY2025-FY2045)	-	1,050,000	1,050,000	1,050,000	1,050,000	1,050,000	5,250,000
Injection Well Pump Station Pump Replacement		267,500	1,193,000	1,193,000	-	-	2,653,500
Dewatering System Rehab: Centrifuge and Polymer System Replacement	1,500,000	450,000	-	-			450,000
Headworks Construction, Phase 1 & New Wastewater Facility - Engineering Services		800,000	7,000,000	-	-		7,800,000
Repump 55 Pump Station	1,210,650						
Total Wastewater Treatment Plant	4,238,929	4,776,500	11,257,000	4,212,000	3,034,000	3,046,000	26,325,500
Water & Sewer Master Plan Update	519,596	-					-
Plant Electrical System Upgrade	-	1,170,000	10,796,000				11,966,000
Total Administration	519,596	1,170,000	10,796,000	-	-	-	11,966,000
Total Water Sewer CIP Projects	7,914,459	9,551,500	28,346,000	8,505,000	7,327,000	7,339,000	61,068,500

Notes - * Impact Fee Eligible

CAPITAL IMPROVEMENT PROGRAM

PROJECT DETAIL

Project Name:	Water Meter Replacement Phase II
Project Dept./Division:	911 Water Plant
Project Duration (FY):	FY 2025
Project Location:	



Project Description/Purpose for Project:

The City has planned a two phased approach to systematically transition the City to Advanced Metering Infrastructure (AMI). Phase II Water Meter Replacement Project will replace/upgrade 5,179 outdated manual meters with new advanced meters. It is estimated that this project can be implemented by the close of FY2026.

Operating Budget Impact:

There will be no fiscal impact on the operating budget

If competitive bidding or professional negotiation is required, explain:

City of Sunrise contract to be piggy backed for the addition of advanced meters.

FUNDING SOURCES	PRIOR YEARS*	2025	2026	2027	2028	2029	Total FY 25-FY 29
FUNDING							
Grants	-	-	-	-	-	-	-
Capital Projects Fund	1,100,000	2,200,000	-	-	-	-	2,200,000
Total Funding	1,100,000	2,200,000	-	-	-	-	2,200,000

PROJECT COSTS	PRIOR YEARS*	2025	2026	2027	2028	2029	Total FY 25-FY 29
Design	-	-	-	-	-	-	-
Construction	1,100,000	2,200,000	-	-	-	-	2,200,000
Other Costs	-	-	-	-	-	-	-
Total Project Costs	1,100,000	2,200,000	-	-	-	-	2,200,000

*Prior years include a projected total for the most recent fiscal year, in addition to actual costs for previous fiscal years.

CAPITAL IMPROVEMENT PROGRAM

PROJECT DETAIL

Project Name:	Wellfield and Water Distribution System Hydraulic Model
Project Dept./Division:	911 Water Plant
Project Duration (FY):	FY 2025
Project Location:	



Project Description/Purpose for Project:

A hydraulic model of the existing raw water pumping and conveyance system will be prepared. This model will be utilized to select replacement pumps. The pump selection analysis will assess the pros/cons and costs of adding variable frequency drives at each well. The engineering analysis will include an opinion on vertical turbine pumps (with foot valves) versus submersible turbine pumps to limit air entering the piping, which can negatively impact iron oxidation. The design and construction of the replacement of the pumps will be performed under a separate project. Additionally, a modern extended period simulation hydraulic model of the water distribution system will be prepared by an engineering consultant. The scope of work includes calibrating the model to confirm its suitability for master planning, with calibration complying with the AWWA Manual of Water Supply Practices M32.

Operating Budget Impact:

There will be no fiscal impact on the operating budget

If competitive bidding or professional negotiation is required, explain:

The City has a current contract for CCNA Professional Services.

FUNDING SOURCES	PRIOR YEARS*	2025	2026	2027	2028	2029	Total FY 25-FY 29
FUNDING							
Grants	-	-	-	-	-	-	-
Capital Projects Fund	-	155,000	-	-	-	-	155,000
Total Funding	-	155,000	-	-	-	-	155,000

PROJECT COSTS	PRIOR YEARS*	2025	2026	2027	2028	2029	Total FY 25-FY 29
Design	-	155,000	-	-	-	-	155,000
Construction	-	-	-	-	-	-	-
Other Costs	-	-	-	-	-	-	-
Total Project Costs	-	155,000	-	-	-	-	155,000

*Prior years include a projected total for the most recent fiscal year, in addition to actual costs for previous fiscal years.

CAPITAL IMPROVEMENT PROGRAM

PROJECT DETAIL

Project Name:	Water Main Annual Replacement
Project Dept./Division:	910 Water Distribution
Project Duration (FY):	FY 2025
Project Location:	



Project Description/Purpose for Project:

Water mains have an expected useful life of 50 to 100 years. Typically, utilities roughly estimate a replacement rate of 2% per year depending on a number of factors such as age, materials, condition assessment, pipe break history, institutional knowledge, business risk exposure, and many other factors. Roughly, 30% of the City's pipe is 50 years old or older. For this master plan The City will implement a program to replace approximately 2% of its aging pipe annually.

Operating Budget Impact:

There will be no fiscal impact on the operating budget

If competitive bidding or professional negotiation is required, explain:

Competitive bidding will be required. Since water main replacement is a routine activity, The City will be able to design, bid and construct these improvements.

FUNDING SOURCES	PRIOR YEARS*	2025	2026	2027	2028	2029	Total FY 25-FY 29
FUNDING							
Grants	-	-	-	-	-	-	-
Capital Projects Fund	-	500,000	4,293,000	4,293,000	4,293,000	4,293,000	17,672,000
							-
Total Funding	-	500,000	4,293,000	4,293,000	4,293,000	4,293,000	17,672,000

PROJECT COSTS	PRIOR YEARS*	2025	2026	2027	2028	2029	Total FY 25-FY 29
Design	-	500,000	716,000	716,000	716,000	716,000	3,364,000
Construction	-	-	3,577,000	3,577,000	3,577,000	3,577,000	14,308,000
Other Costs	-	-	-	-	-	-	-
							-
Total Project Costs	-	500,000	4,293,000	4,293,000	4,293,000	4,293,000	17,672,000

*Prior years include a projected total for the most recent fiscal year, in addition to actual costs for previous fiscal years.

CAPITAL IMPROVEMENT PROGRAM

PROJECT DETAIL

Project Name:	Flamingo Gardens Townhomes Water Service Lines Replacement
Project Dept./Division:	910 Water Distribution
Project Duration (FY):	FY 2025
Project Location:	



Project Description/Purpose for Project:

This project is for the replacement of deteriorating water service lines in the Flamingo Gardens Townhomes neighborhood, which are currently breaking at a high rate compared to the rest of the City. These services were constructed in the 1980's to early 2000's and are made of polybutylene which have been failing in recent years.

Operating Budget Impact:

There will be no fiscal impact on the operating budget

If competitive bidding or professional negotiation is required, explain:

Competitive bid will be required. Since water service line replacement is a routine activity, there is a good chance that the City may be able to piggyback a suitable contract. Otherwise, the project will have to go out for bids.

FUNDING SOURCES	PRIOR YEARS*	2025	2026	2027	2028	2029	Total FY 25-FY 29
FUNDING							
Grants	-	-	-	-	-	-	-
Capital Projects Fund	336,618	500,000	2,000,000	-	-	-	2,500,000
Total Funding	336,618	500,000	2,000,000	-	-	-	2,500,000

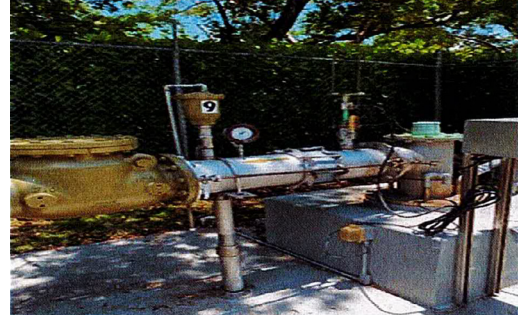
PROJECT COSTS	PRIOR YEARS*	2025	2026	2027	2028	2029	Total FY 25-FY 29
Design	-	-	-	-	-	-	-
Construction	336,618	500,000	2,000,000	-	-	-	2,500,000
Other Costs	-	-	-	-	-	-	-
Total Project Costs	336,618	500,000	2,000,000	-	-	-	2,500,000

*Prior years include a projected total for the most recent fiscal year, in addition to actual costs for previous fiscal years.

CAPITAL IMPROVEMENT PROGRAM

PROJECT DETAIL

Project Name:	Rehabilitation of Water Supply System
Project Dept./Division:	911 Water Plant
Project Duration (FY):	FY 2025
Project Location:	West Plant Wellfield



Project Description/Purpose for Project:

This project includes a number of assessment and evaluation steps followed by some repairs and rehabilitative efforts to improve and restore The City's groundwater raw water supply system to the Water Treatment Plant. Additional work may be required in future years following the completion of these assessments.

Operating Budget Impact:

There will be no fiscal impact on the operating budget

If competitive bidding or professional negotiation is required, explain:

The City has a current contract for Professional Consulting Services.

FUNDING SOURCES	PRIOR YEARS*	2025	2026	2027	2028	2029	Total FY 25-FY 29
FUNDING							
Grants	-	-	-	-	-	-	-
Capital Projects Fund	394,318	250,000	-	-	-	-	250,000
Total Funding	394,318	250,000	-	-	-	-	250,000

PROJECT COSTS	PRIOR YEARS*	2025	2026	2027	2028	2029	Total FY 25-FY 29
Design	-	250,000	-	-	-	-	250,000
Construction	394,318	-	-	-	-	-	-
Other Costs	-	-	-	-	-	-	-
Total Project Costs	394,318	250,000	-	-	-	-	250,000

*Prior years include a projected total for the most recent fiscal year, in addition to actual costs for previous fiscal years.

CAPITAL IMPROVEMENT PROGRAM

PROJECT DETAIL

Project Name:	Gravity Sewer and Manhole Assessment and Rehabilitation
Project Dept./Division:	930 WW Transmission
Project Duration (FY):	FY 2025
Project Location:	City-wide



Project Description/Purpose for Project:

The City’s collection system includes 480,403 ft of gravity sewer pipes and 2,201 manholes. This program’s expectations are two-fold:

- 1) Inspection - Inspect the gravity collection system, including flow monitoring, smoke testing, cleaning, and reporting.
- 2) Rehabilitation - lining gravity sewer pipes, rehabilitation of manholes, replacement of mains as needed and miscellaneous repairs.

Operating Budget Impact:

There will be no fiscal impact on the operating budget.

If competitive bidding or professional negotiation is required, explain:

Competitive bid will be required. Since the gravity sewer system and the manhole rehabilitation are routine activities, there is a good chance that the City may be able to piggyback a suitable contract. Otherwise, the project will have to go out for bids.

FUNDING SOURCES	PRIOR YEARS*	2025	2026	2027	2028	2029	Total FY 25-FY 29
FUNDING							
Grants	959,517	700,000	-	-	-	-	700,000
Capital Projects Fund	1,200,477	744,000	1,444,000	1,444,000	1,444,000	1,444,000	6,520,000
							-
Total Funding	2,159,994	1,444,000	1,444,000	1,444,000	1,444,000	1,444,000	7,220,000

PROJECT COSTS	PRIOR YEARS*	2025	2026	2027	2028	2029	Total FY 25-FY 29
Design	-	-	-	-	-	-	-
Construction	1,200,477	1,444,000	1,444,000	1,444,000	1,444,000	1,444,000	7,220,000
Other Costs	-	-	-	-	-	-	-
							-
Total Project Costs	1,200,477	1,444,000	1,444,000	1,444,000	1,444,000	1,444,000	7,220,000

*Prior years include a projected total for the most recent fiscal year, in addition to actual costs for previous fiscal years.

CAPITAL IMPROVEMENT PROGRAM

PROJECT DETAIL

Project Name:	Lift Station Rehabilitation
Project Dept./Division:	930 WW Transmission
Project Duration (FY):	FY 2025
Project Location:	City wide



Project Description/Purpose for Project:

Rehabilitation of LS#5, LS#9, and LS#20. Includes the replacement of the pumps, motors, control panels, and pipe modifications. LS#5 is a Smith and Loveless lift station. This project also includes installation of a new permanent generator for LS#41.

Operating Budget Impact:

There will be no fiscal impact on the operating budget.

If competitive bidding or professional negotiation is required, explain:

Competitive bidding will be required for this project.

FUNDING SOURCES	PRIOR YEARS*	2025	2026	2027	2028	2029	Total FY 25-FY 29
FUNDING							
Grants	-	-	-	-	-	-	-
Capital Projects Fund	443,767	765,000	570,000	525,000	540,000	552,000	2,952,000
Total Funding	443,767	765,000	570,000	525,000	540,000	552,000	2,952,000

PROJECT COSTS	PRIOR YEARS*	2025	2026	2027	2028	2029	Total FY 25-FY 29
Design	-	-	-	-	-	-	-
Construction	443,767	550,000	570,000	525,000	540,000	552,000	2,737,000
New Generator LS#41	-	215,000	-	-	-	-	215,000
Total Project Costs	443,767	765,000	570,000	525,000	540,000	552,000	2,952,000

*Prior years include a projected total for the most recent fiscal year, in addition to actual costs for previous fiscal years.

CAPITAL IMPROVEMENT PROGRAM

PROJECT DETAIL

Project Name:	Wastewater Force Main Rehabilitation
Project Dept./Division:	930 Wastewater Transmission
Project Duration (FY):	FY 2025
Project Location:	



Project Description/Purpose for Project:

The City currently has around 176,350 LF of force main pipes in the collection system. This project is intended to create a program from FY2025-FY2045 to rehabilitate/replace these force mains. Per Rule 62-600.705 permittees are required to develop a collection system pipe assessment, repair, and replacement action plan that ensures proper maintenance of the collection system.

Operating Budget Impact:

There will be no fiscal impact on the operating budget

If competitive bidding or professional negotiation is required, explain:

Competitive bidding will be required for this contract.

FUNDING SOURCES	PRIOR YEARS*	2025	2026	2027	2028	2029	Total FY 25-FY 29
FUNDING							
Grants	-	-	-	-	-	-	-
Capital Projects Fund	-	1,050,000	1,050,000	1,050,000	1,050,000	1,050,000	5,250,000
Total Funding	-	1,050,000	1,050,000	1,050,000	1,050,000	1,050,000	5,250,000

PROJECT COSTS	PRIOR YEARS*	2025	2026	2027	2028	2029	Total FY 25-FY 29
Design	-	175,000	175,000	175,000	175,000	175,000	875,000
Construction	-	875,000	875,000	875,000	875,000	875,000	4,375,000
Other Costs	-	-	-	-	-	-	-
Total Project Costs	-	1,050,000	1,050,000	1,050,000	1,050,000	1,050,000	5,250,000

*Prior years include a projected total for the most recent fiscal year, in addition to actual costs for previous fiscal years.

CAPITAL IMPROVEMENT PROGRAM

PROJECT DETAIL

Project Name:	Injection Well Pump Station Pump Replacement
Project Dept./Division:	931 Wastewater Plant
Project Duration (FY):	FY 2025
Project Location:	



Project Description/Purpose for Project:

Replacement of the existing injection well PS pumps, with new higher capacity pumps to meet the current permitted and future permitted injection well capacity. Work will include a new vacuum priming system and electrical upgrades.

Operating Budget Impact:

There will be no fiscal impact on the operating budget

If competitive bidding or professional negotiation is required, explain:

Competitive bidding will be required for this contract.

FUNDING SOURCES	PRIOR YEARS*	2025	2026	2027	2028	2029	Total FY 25-FY 29
FUNDING							
Grants	-	-	-	-	-	-	-
Capital Projects Fund	-	267,500	1,193,000	1,193,000	-	-	2,653,500
Total Funding	-	267,500	1,193,000	1,193,000	-	-	2,653,500

PROJECT COSTS	PRIOR YEARS*	2025	2026	2027	2028	2029	Total FY 25-FY 29
Design	-	267,500	134,000	134,000	-	-	535,500
Construction	-	-	1,059,000	1,059,000	-	-	2,118,000
Other Costs	-	-	-	-	-	-	-
Total Project Costs	-	267,500	1,193,000	1,193,000	-	-	2,653,500

*Prior years include a projected total for the most recent fiscal year, in addition to actual costs for previous fiscal years.

CAPITAL IMPROVEMENT PROGRAM

PROJECT DETAIL

Project Name:	Centrifuge and Polymer System
Project Dept./Division:	931 Wastewater Plant
Project Duration (FY):	FY 2025
Project Location:	



Project Description/Purpose for Project:
 Replacement of two existing centrifuges with two 50-60gpm centrifuges from Alfa Laval. The project will be carried out as a turnkey project, based on a quote the City received from Alfa Laval. The scope of this project will strictly be limited to the scope of work in Alfa's proposal. The cost provided in the turnkey proposal is \$1,450,000.

Operating Budget Impact:

There will be no fiscal impact on the operating budget.

If competitive bidding or professional negotiation is required, explain:

The City staff explored the replacement of centrifuges through the traditional design-bid-build procurement process. However, the City's consultant estimated a project cost of at least \$2.5 million with a minimum of two years of completion time. As a result, the staff explored other alternative procurement means, including "turnkey" option for one-to-one replacement of the equipment. Based on the best information compiled to date, a "turnkey" option with an estimated cost of approximately \$1.5 million and completion time of one (1) year appears to be the most expedient. Sec. 2-258(b) and Sec. 2-258(i) of the City Code allow sole and single source purchase with City Commission authorizing the waiver of procurement procedures.

FUNDING SOURCES	PRIOR YEARS*	2025	2026	2027	2028	2029	Total FY 25-FY 29
FUNDING							
Grants	-	-	-	-	-	-	-
Capital Projects Fund	1,500,000	450,000	-	-	-	-	450,000
Total Funding	1,500,000	450,000	-	-	-	-	450,000

PROJECT COSTS	PRIOR YEARS*	2025	2026	2027	2028	2029	Total FY 25-FY 29
Design	-	-	-	-	-	-	-
Construction	1,500,000	450,000	-	-	-	-	450,000
Other Costs	-	-	-	-	-	-	-
Total Project Costs	1,500,000	450,000	-	-	-	-	450,000

*Prior years include a projected total for the most recent fiscal year, in addition to actual costs for previous fiscal years.

CAPITAL IMPROVEMENT PROGRAM

PROJECT DETAIL

Project Name:	Headworks Design Phase I
Project Dept./Division:	931 Wastewater Plant
Project Duration (FY):	FY 2025
Project Location:	



Project Description/Purpose for Project:

This project includes construction of a new Headworks Facility equipped with mechanical bar screens at Cooper City WWTP. The complete concrete structure for screens should be completed. Sufficient provisions should be left for the future integration of the grit removal facility to WWTP Headworks at a later stage.

Operating Budget Impact:

There will be no fiscal impact on the operating budget

If competitive bidding or professional negotiation is required, explain:

Competitive bidding will be required for this contract.

FUNDING SOURCES	PRIOR YEARS*	2025	2026	2027	2028	2029	Total FY 25-FY 29
FUNDING							
Grants	-	-	-	-	-	-	-
Capital Projects Fund	-	800,000	7,000,000	-	-	-	7,800,000
Total Funding	-	800,000	7,000,000	-	-	-	7,800,000

PROJECT COSTS	PRIOR YEARS*	2025	2026	2027	2028	2029	Total FY 25-FY 29
Design	-	800,000	7,000,000	-	-	-	7,800,000
Construction	-	-	-	-	-	-	-
Other Costs	-	-	-	-	-	-	-
Total Project Costs	-	800,000	7,000,000	-	-	-	7,800,000

*Prior years include a projected total for the most recent fiscal year, in addition to actual costs for previous fiscal years.

CAPITAL IMPROVEMENT PROGRAM

PROJECT DETAIL

Project Name:	Plant Electrical System Upgrades
Project Dept./Division:	950 W&S Admin
Project Duration (FY):	FY 2025
Project Location:	



Project Description/Purpose for Project:

This project includes construction of a new electrical and generator building. The building will be constructed at a new location close to the existing switchgear. A new generator and required electrical equipment if required will be installed in the new building to service the water and wastewater treatment plant and provide continuous treatment during a power outage. The new electrical building will be fed through the switchgear to avoid relocation/reinstallation of feeder wires.

Operating Budget Impact:

There will be no fiscal impact on the operating budget

If competitive bidding or professional negotiation is required, explain:

The City has a current contract for CCNA Professional Services.

FUNDING SOURCES	PRIOR YEARS*	2025	2026	2027	2028	2029	Total FY 25-FY 29
FUNDING							
Grants	-	-	-	-	-	-	-
Capital Projects Fund	-	1,170,000	10,796,000	-	-	-	11,966,000
Total Funding	-	1,170,000	10,796,000	-	-	-	11,966,000

PROJECT COSTS	PRIOR YEARS*	2025	2026	2027	2028	2029	Total FY 25-FY 29
Design	-	1,170,000	10,796,000	-	-	-	11,966,000
Construction	-	-	-	-	-	-	-
Other Costs	-	-	-	-	-	-	-
Total Project Costs	-	1,170,000	10,796,000	-	-	-	11,966,000

*Prior years include a projected total for the most recent fiscal year, in addition to actual costs for previous fiscal years.

SOLID WASTE ENTERPRISE FUND

\$	FY 2023	FY 2024		FY 2025		
	Actuals	Original Budget	Amended Budget As Of 6/30/2024	Proposed Budget	% Over/ (Under) FY 2024 Orig. Budget	\$ Over/ (Under) FY 2024 Orig. Budget
Revenue						
Charges for Services	-	-	2,225,238	4,330,476	0.00%	4,330,476
Total Revenue	-	-	2,225,238	4,330,476	0.00%	4,330,476
Total Funding						
Total Funding	-	-	2,225,238	4,330,476	0.00%	4,330,476
Expenditure						
Wages	-	-	39,000	-	0.00%	-
Benefits	-	-	21,000	-	0.00%	-
Total Personnel Services	-	-	60,000	-	0.00%	-
Operating Expenditures	-	-	1,951,378	3,902,756	0.00%	3,902,756
Contingency	-	-	213,860	427,720	0.00%	427,720
Total Expenditure	-	-	2,225,238	4,330,476	0.00%	4,330,476

SOLID WASTE ENTERPRISE FUND

Solid Waste Enterprise Fund Revenue

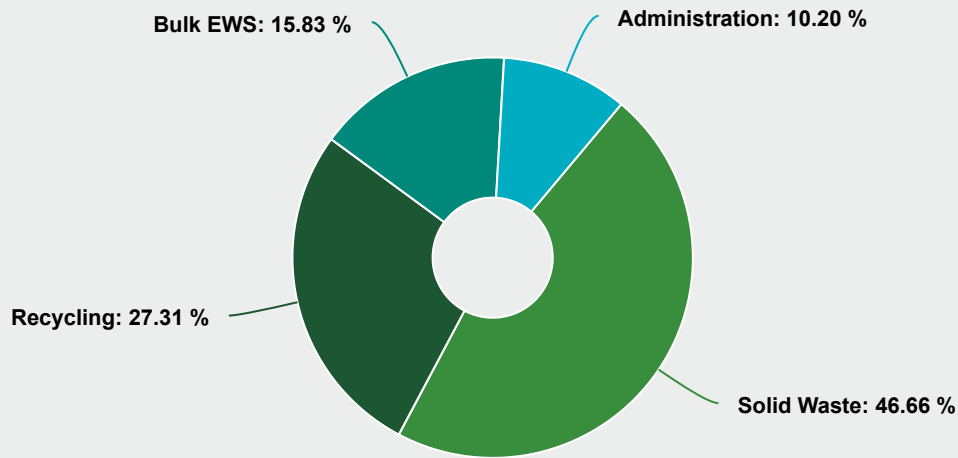
GL Number	\$	FY 2023	FY 2024		FY 2025		
		Actuals	Original Budget	Amended Budget As Of 6/30/2024	Proposed Budget	% Over/ (Under) FY 2024 Orig. Budget	\$ Over/ (Under) FY 2024 Orig. Budget
Charges for Services							
460-900-343400-343-00000	SOLID WASTE REVENUE	-	-	668,243	1,336,486	0.00%	1,336,486
460-900-343460-343-00000	SOLID WASTE DISPOSAL FEE	-	-	478,252	956,504	0.00%	956,504
460-905-343312-343-00000	RECYCLE REVENUE CONTAMINATION	-	-	16,379	32,758	0.00%	32,758
460-905-343410-343-00000	RECYCLING REVENUE	-	-	402,911	805,822	0.00%	805,822
460-905-343450-343-00000	RECYCLING PROCESSING FEE	-	-	211,610	423,220	0.00%	423,220
460-915-343420-343-00000	BULK PICKUP REVENUE	-	-	255,505	511,010	0.00%	511,010
460-915-343461-343-00000	DISPOSAL FEES BULK (EWS)	-	-	132,338	264,676	0.00%	264,676
460-920-341910-341-00000	REVENUE ADMINISTRATOR SALARY	-	-	60,000	-	0.00%	-
Total Charges for Services		-	-	2,225,238	4,330,476	0.00%	4,330,476
Total Revenue		-	-	2,225,238	4,330,476	0.00%	4,330,476

SOLID WASTE ENTERPRISE FUND

Solid Waste Enterprise Fund By Category of Expense & Division

\$	FY 2023	FY 2024		FY 2025		
	Actuals	Original Budget	Amended Budget As Of 6/30/2024	Proposed Budget	% Over/ (Under) FY 2024 Orig. Budget	\$ Over/ (Under) FY 2024 Orig. Budget
Expense						
Wages	-	-	39,000	-	0.00%	-
Benefits	-	-	21,000	-	0.00%	-
Personnel Services	-	-	60,000	-	0.00%	-
Operating Expenditures	-	-	1,951,378	3,902,756	0.00%	3,902,756
Contingency	-	-	213,860	427,720	0.00%	427,720
Total Expense	-	-	2,225,238	4,330,476	0.00%	4,330,476
Divisions						
Solid Waste	-	-	1,010,379	2,020,758	0.00%	2,020,758
Recycling	-	-	591,324	1,182,648	0.00%	1,182,648
Bulk EWS	-	-	342,675	685,350	0.00%	685,350
Administration	-	-	280,860	441,720	0.00%	441,720
Total Water/Sewer Admin.	-	-	2,225,238	4,330,476	0.00%	4,330,476
Total Expense	-	-	2,225,238	4,330,476	0.00%	4,330,476

Water & Sewer Utility Fund Expense by Division (%)



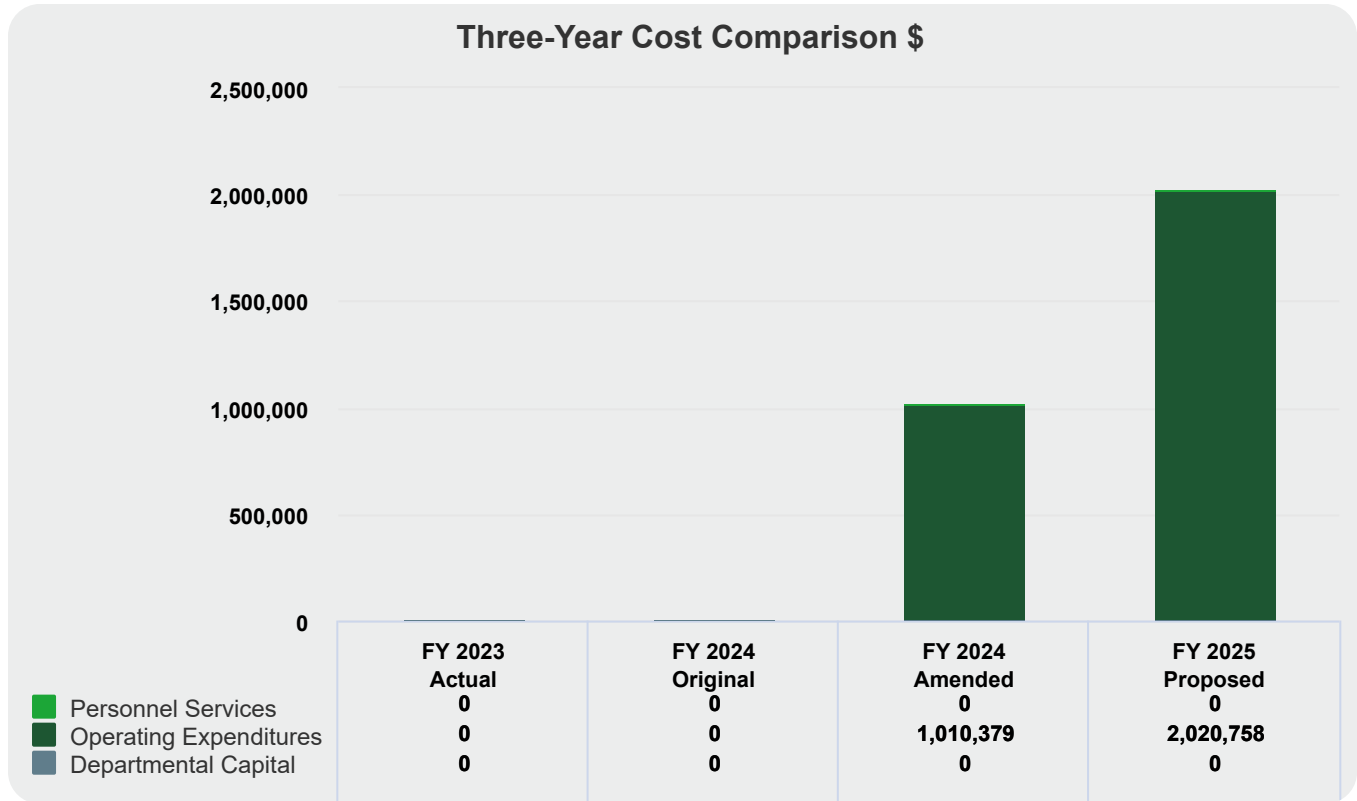
SOLID WASTE 900

Solid Waste Revenue

GL Number	\$	FY 2023	FY 2024		FY 2025		
		Actuals	Original Budget	Amended Budget As Of 6/30/2024	Proposed Budget	% Over/ (Under) FY 2024 Orig. Budget	\$ Over/ (Under) FY 2024 Orig. Budget
Charges for Services							
460-900-343400-343-00000	SOLID WASTE REVENUE	-	-	668,243	1,336,486	0.00%	1,336,486
460-900-343460-343-00000	SOLID WASTE DISPOSAL FEE	-	-	478,252	956,504	0.00%	956,504
Total Charges for Services		-	-	1,146,495	2,292,990	0.00%	2,292,990
Total Revenue		-	-	1,146,495	2,292,990	0.00%	2,292,990

SOLID WASTE (CONTINUED)

Budget Summary



SOLID WASTE (CONTINUED)

GL Number	\$	FY 2023	FY 2024		Proposed Budget	FY 2025	
		Actuals	Original Budget	Amended Budget As Of 6/30/2024		% Over/ (Under) FY 2024 Orig. Budget	\$ Over/ (Under) FY 2024 Orig. Budget
460-900-531309-534-00000	PROFESSIONAL SERVICES-SW DISPOSAL	-	-	393,892	-	0.00%	-
460-900-531311-534-00000	PROFESSIONAL SRVC-SW COLLECTION	-	-	616,487	-	0.00%	-
460-900-534309-534-00000	PROFESSIONAL SERVICES - SW DISPOSAL	-	-	-	787,784	0.00%	787,784
460-900-534310-534-00000	PROFESSIONAL SERVICES - SW COLLECTIONS	-	-	-	1,232,974	0.00%	1,232,974
	Operating Expenditures	-	-	1,010,379	2,020,758	0.00%	2,020,758
	Solid Waste Total	-	-	1,010,379	2,020,758	0.00%	2,020,758

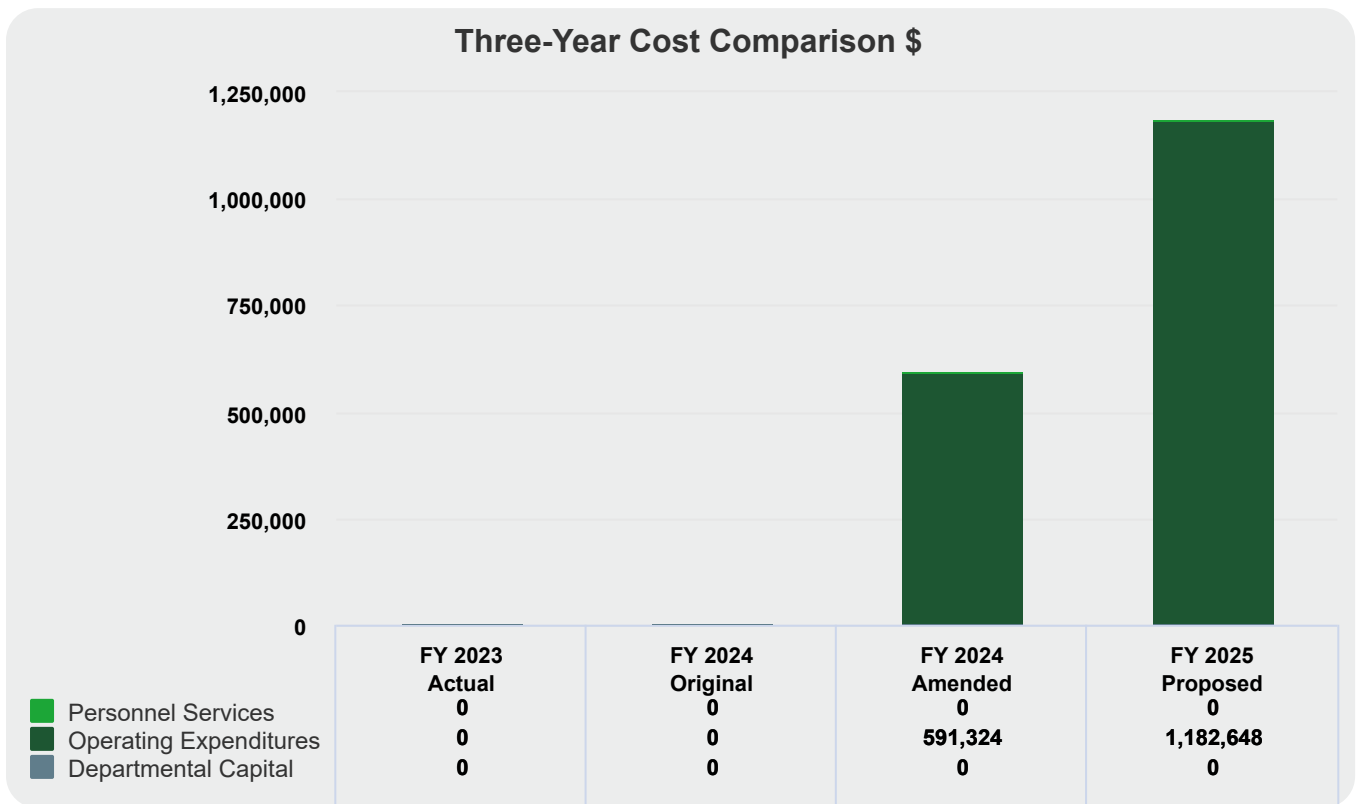
*Related footnote on following page

RECYCLING 905

Recycling Revenue

GL Number	\$	FY 2023	FY 2024		FY 2025		
		Actuals	Original Budget	Amended Budget As Of 6/30/2024	Proposed Budget	% Over/ (Under) FY 2024 Orig. Budget	\$ Over/ (Under) FY 2024 Orig. Budget
Charges for Services							
460-905-343312-343-00000	RECYCLE REVENUE CONTAMINATION	-	-	16,379	32,758	0.00%	32,758
460-905-343410-343-00000	RECYCLING REVENUE	-	-	402,911	805,822	0.00%	805,822
460-905-343450-343-00000	RECYCLING PROCESSING FEE	-	-	211,610	423,220	0.00%	423,220
Total Charges for Services		-	-	630,900	1,261,800	0.00%	1,261,800
Total Revenue		-	-	630,900	1,261,800	0.00%	1,261,800

Budget Summary



RECYCLING 905

GL Number	\$	FY 2023	FY 2024		Proposed Budget	FY 2025	
		Actuals	Original Budget	Amended Budget As Of 6/30/2024		% Over/ (Under) FY 2024 Orig. Budget	\$ Over/ (Under) FY 2024 Orig. Budget
460-905-531312-534-00000	PROFESSIONAL SRVC-COLLECTION EXP RECYCLE	-	-	366,223	-	0.00%	-
460-905-531313-534-00000	PROFESSIONAL SERVICES-RECYCLE PROCESSING	-	-	212,818	-	0.00%	-
460-905-531314-534-00000	PROFESSIONAL SERVICES-DISPOSAL RECYCLING	-	-	12,283	-	0.00%	-
460-905-534312-534-00000	COLLECTION EXPENSES RECYCLING	-	-	-	732,446	0.00%	732,446
460-905-534313-534-00000	PROFESSIONAL SERVICES - RECYCLE PROCESSING	-	-	-	425,636	0.00%	425,636
460-905-534314-534-00000	PROFESSIONAL SERVICES - DISPOSAL RECYCLING	-	-	-	24,566	0.00%	24,566
Operating Expenditures		-	-	591,324	1,182,648	0.00%	1,182,648
Recycling Total		-	-	591,324	1,182,648	0.00%	1,182,648

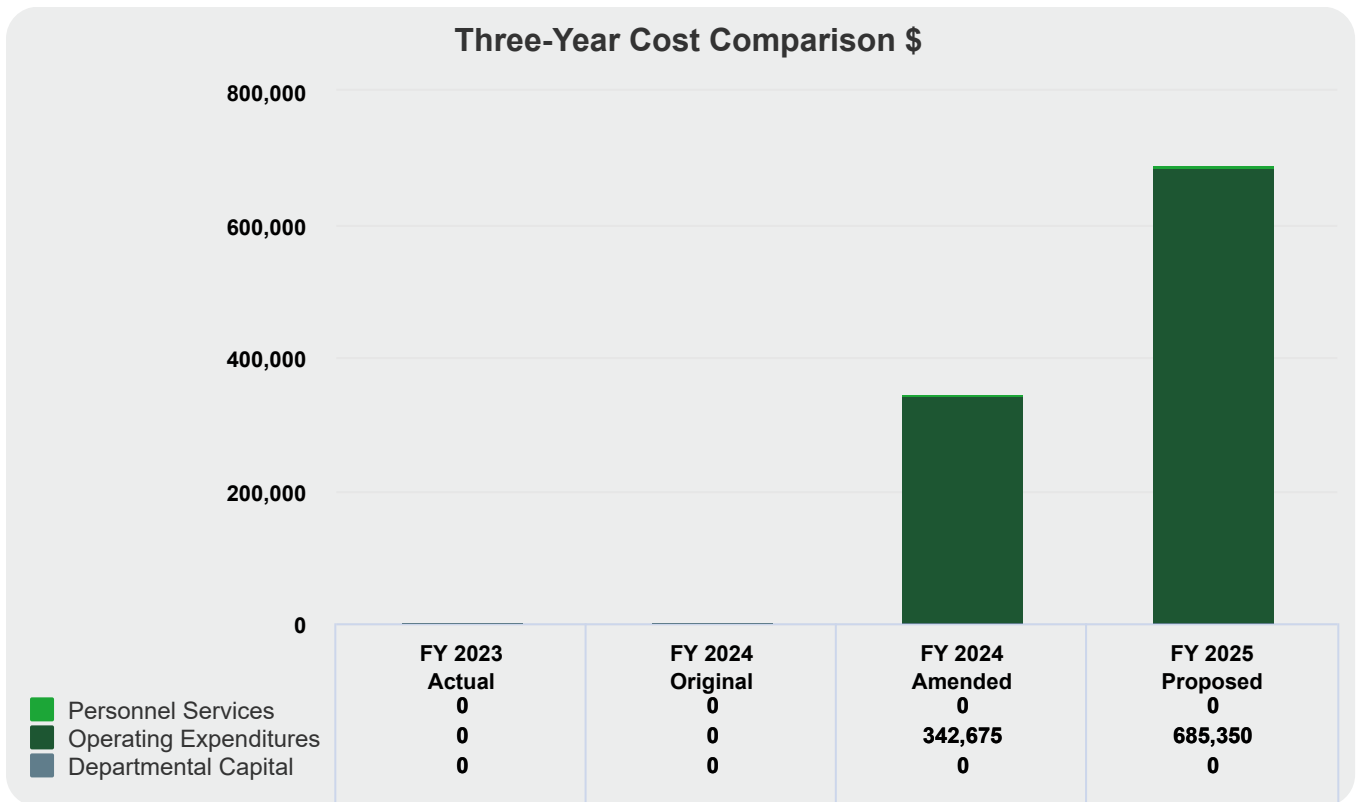
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BULK EWS 915

Bulk EWS Revenue

GL Number	\$	FY 2023	FY 2024		FY 2025		
		Actuals	Original Budget	Amended Budget As Of 6/30/2024	Proposed Budget	% Over/ (Under) FY 2024 Orig. Budget	\$ Over/ (Under) FY 2024 Orig. Budget
Charges for Services							
460-915-343420-343-00000	BULK PICKUP REVENUE	-	-	255,505	511,010	0.00%	511,010
460-915-343461-343-00000	DISPOSAL FEES BULK (EWS)	-	-	132,338	264,676	0.00%	264,676
Total Charges for Services		-	-	387,843	775,686	0.00%	775,686
Total Revenue		-	-	387,843	775,686	0.00%	775,686

Budget Summary



BULK EWS 915

GL Number	\$	FY 2023	FY 2024		Proposed Budget	FY 2025	
		Actuals	Original Budget	Amended Budget As Of 6/30/2024		% Over/ (Under) FY 2024 Orig. Budget	\$ Over/ (Under) FY 2024 Orig. Budget
460-915-531315-534-00000	PROFESSIONAL SERVICES-COLLECTIONS BULK	-	-	233,230	466,460	0.00%	466,460
460-915-531318-534-00000	PROFESSIONAL SERVICES-DISPOSAL BULK	-	-	109,445	218,890	0.00%	218,890
	Operating Expenditures	-	-	342,675	685,350	0.00%	685,350
	Bulk EWS Total	-	-	342,675	685,350	0.00%	685,350

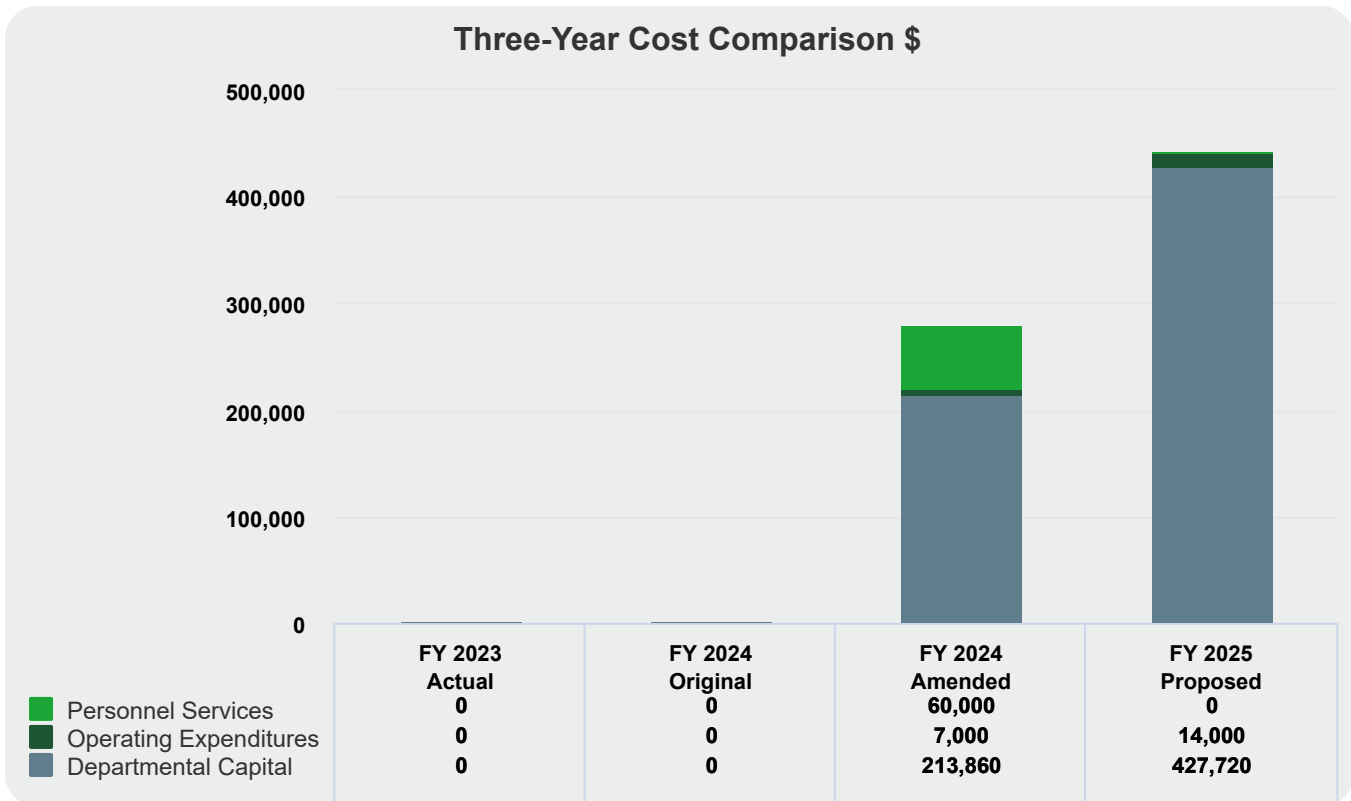
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ADMINISTRATION - SOLID WASTE 920

Administration Solid Waste Revenue

GL Number	\$	FY 2023	FY 2024		FY 2025		
		Actuals	Original Budget	Amended Budget As Of 6/30/2024	Proposed Budget	% Over/ (Under) FY 2024 Orig. Budget	\$ Over/ (Under) FY 2024 Orig. Budget
Charges for Services							
460-920-341910-341-00000	REVENUE ADMINISTRATOR SALARY	-	-	60,000	-	0.00%	-
Total Charges for Services		-	-	60,000	-	0.00%	-
Total Revenue		-	-	60,000	-	0.00%	-

Budget Summary



ADMINISTRATION - SOLID WASTE 920

GL Number	\$	FY 2023	FY 2024		Proposed Budget	FY 2025		
		Actuals	Original Budget	Amended Budget As Of 6/30/2024		% Over/ (Under) FY 2024 Orig. Budget	\$ Over/ (Under) FY 2024 Orig. Budget	
Wages								
460-920-512100-534-00000	SALARIES-REGULAR	-	-	39,000	-	0.00%	-	
Total Wages		-	-	39,000	-	0.00%	-	
Benefits								
460-920-521100-000-00000	BENEFITS-FICA	-	-	2,983	-	0.00%	-	
460-920-521200-000-00000	BENEFITS-RETIREMENT	-	-	5,523	-	0.00%	-	
460-920-521300-000-00000	BENEFITS-GROUP INSURANCE	-	-	12,464	-	0.00%	-	
460-920-521400-000-00000	BENEFITS-WORKERS COMPENSATION	-	-	30	-	0.00%	-	
Total Benefits		-	-	21,000	-	0.00%	-	
Personnel Services		-	-	60,000	-	0.00%	-	
460-920-535110-534-00000	SUPPLIES-OFFICE	-	-	7,000	14,000	0.00%	14,000	
Operating Expenditures		-	-	7,000	14,000	0.00%	14,000	
460-920-599000-534-00000	CONTINGENCY	-	-	213,860	427,720	0.00%	427,720	
Contingency		-	-	213,860	427,720	0.00%	427,720	
Administration Solid Waste Total		-	-	280,860	441,720	0.00%	441,720	

*Related footnote on following page

Supplemental Information



GLOSSARY OF ACRONYMS AND TERMS

Accrual Basis - A basis of accounting in which transactions are recognized at the time they are incurred, as opposed to when cash is received or spent.

Ad Valorem Taxes - Commonly referred to as property taxes, levied on both real and personal property, according to the property's valuation and tax rate.

Amended Budget - The current budget, resulting from changes to the Adopted Budget. An example of a common change would be a line item transfer of funds.

Appropriation - A legal authorization to incur obligations and make expenditures for specific purposes.

ARPA - American Rescue Plan Act; delivering \$350B for eligible state, local, territorial, and Tribal Governments to the COVID-19 emergency and bring back jobs

Assessed Valuation - The valuation set upon real estate and certain personal property by the Property Appraiser as a basis for levying property taxes.

Asset - Resources owned or held by a government which have monetary value.

Balanced Budget - A balanced budget is described as the amount available from taxation and other sources (revenues), including amounts carried over from prior fiscal years that must equal the total appropriations for expenditures and reserves.

Base Budget - Projected cost of continuing the existing levels of service in the current budget year.

Bond - A long-term I.O.U. or promise to pay. It is a promise to repay a specified amount of money (the face amount of the bond) on a particular date (the maturity date). Bonds are primarily used to finance capital projects.

BSO - Broward Sheriff's Office

Budget - A plan of financial activity for a specified period of time (fiscal year or biennium) indicating all planned revenues and expenses for the budget period.

Budgetary Basis - This refers to the basis of accounting used to estimate financing sources and uses in the budget. This generally takes one of three forms: GAAP, cash, or modified accrual.

Budget Calendar - The schedule of key dates, which a government follows in the preparation and adoption of the budget.

Budgetary Control - The control or management of a government in accordance with the approved budget for the purpose of keeping expenditures within the limitations of available appropriations and resources.

Capital Assets - Assets of significant value and having a useful life of more than one year. Capital assets are also called fixed assets.

Capital Budget - The appropriation of bonds or operating revenue for improvements to facilities, and other infrastructure.

Capital Improvements - Expenditures related to the acquisition, expansion or rehabilitation of an element of the physical plant of the government-sometimes referred to as infrastructure.

Capital Improvement Program (CIP) - An expenditure plan incurred each year over a fixed number of years to meet capital needs arising from the long term needs of the government.

Capital Outlay - Expenditures for fixed assets which have a value of \$1,000 or more and have a useful economic lifetime of more than one year; or, assets of any value if the nature of the item is such that it must be controlled for custody purposes as a fixed asset.

Capital Project - Major construction, acquisition, or renovation activities which add value to the physical assets of a government, or significantly increase their useful life. Also called capital improvements.

Cash Basis - A basis of accounting which recognizes transactions only when cash is increased or decreased.

CERT - Community Emergency Response Team

CDBG - Community Development Block Grant

Charges for Services/Services Revenue - An established fee charged for a particular service in addition to basic service.

Collective Bargaining Agreement - A legal contract between the employer and a verified representative of a recognized bargaining unit for specific terms and conditions of employment (e.g., hours, working conditions, salary, fringe benefits, and matters affecting health and safety of employees).

Commission Approved Budget - The original budget as approved by the City Commission at the beginning of the fiscal year.

Constant or Real Dollars-The presentation of dollar amounts adjusted for inflation to reflect the real purchasing power of money as compared to a certain point in time.

Consumer Price Index (CPI) - A statistical description of price levels provided by the Federal Government. The index is used as a measure of the increase in the cost of living (i.e., economic inflation).

GLOSSARY OF ACRONYMS AND TERMS

Contingency - A budgetary reserve set aside for emergencies or unforeseen expenditures not otherwise budgeted.

Contractual Services - Services rendered to a government by private firms, individuals, or other governmental agencies. Examples include utilities, rent, maintenance agreements, and professional consulting services.

Cost-of-Living Adjustment (COLA) - An increase in salaries to offset the adverse effect of inflation on compensation.

Debt Service - Payment of principal and interest on borrowed money according to a predetermined payment schedule.

Deficit - The excess liability of an entity over its assets; or the excess of expenditures or expenses over revenues during a single accounting period.

Department - The basic organizational unit of government which is functionally unique in its delivery of services.

Depreciation - The decline in the value of assets due to wear and tear, age, or obsolescence.

Employee (or Fringe) Benefits - Contributions made by a government to meet commitments or obligations for employee fringe benefits. Included are the government's share of costs for Social Security and the various pension, medical, and life insurance plans.

Encumbrance - The commitment of appropriated funds to purchase an item or service. To encumber funds means to set aside or commit funds for a specified future expenditure.

EMS - Emergency Medical Services

Expenditure - The payment of cash on the transfer of property or services for the purpose of acquiring an asset, service or settling a loss.

Expense - Charges incurred (whether paid immediately or unpaid) for operations, maintenance, interest or other charges.

Fiscal Policy - A government's policies with respect to revenues, spending, and debt management as these relate to government services, programs and capital investment. Fiscal policy provides an agreed-upon set of principles for the planning and programming of government budgets and their funding.

Fiscal Year - A twelve-month period designated as the operating year for accounting and budgeting purposes in an organization. For Lauderdale Lakes, this twelve (12) month period is October 1 to September 30.

Fixed Assets - Assets of long-term character that are intended to continue to be held or used, such as land, buildings, machinery, furniture, and other equipment.

Franchise Fee - Fees assessed on public utility corporations in return for granting a privilege to operate inside the City limits, e.g. water, electricity, cable television.

Full Time Equivalent - The equivalent of one person working full time: 8 hrs/day. Example: A part-time employee works 40 hours per pay period, this person is an equivalent .5 of a full-time employee (40 x 26/2080).

Fund - A fiscal entity with revenues and expenses which are segregated for the purpose of carrying out a specific purpose or activity.

Fund Balance - The excess of revenues over expenditures that accumulates from year to year.

GAAP - Generally Accepted Accounting Principles. Uniform minimum standards for financial accounting and recording, encompassing the conventions, rules, and procedures that define accepted accounting principles.

General Fund - Fund used to account for financial resources except those required to be accounted for in another fund.

General Obligation (G.O.) Bond - This type of bond is backed by the full faith, credit and taxing power of the government.

Governmental Fund - Funds in which most governmental functions of the City are financed.

Grants - A contribution by a government or other organization to support a particular function.

Grants may be classified as either operational or capital, depending upon the grantee.

Indirect Cost - A cost necessary for the functioning of the organization as a whole, but which cannot be directly assigned to one service.

Infrastructure - The physical assets of a government (e.g., streets, water, sewer, public buildings and parks).

Interfund Transfers - The movement of monies between funds of the same governmental entity.

Intergovernmental Revenue - Funds received from federal, state and other local government sources in the form of grants, shared revenues, and payments in lieu of taxes.

Levy - To impose taxes for the support of government activities.

Line-item Budget - A budget prepared along departmental lines that focuses in detail on what is to be bought.

Long-term Debt - Debt with a maturity of more than one year after the date of issuance.

GLOSSARY OF ACRONYMS AND TERMS

Mill - The property tax rate which is applied to the valuation of property. A tax rate of one mill produces one dollar of taxes on each \$1,000 of assessed property valuation.

Modified Accrual Basis - The basis of accounting in which transactions are recognized when they become measurable and available.

Object of Expenditure - An expenditure classification, referring to the lowest and most detailed level of classification, such as electricity, office supplies, asphalt, and furniture.

Objective - Something to be accomplished in specific, well-defined, and measurable terms and that is achievable within a specific time frame.

Obligations - Amounts which a government may be legally required to meet out of its resources. They include not only actual liabilities, but also encumbrances not yet paid.

Operating Expenses - The cost for personnel, materials and equipment required for a department to function.

Operating Revenue - Funds that the government receives as income to pay for ongoing operations. It includes such items as taxes, fees from specific services, interest earnings, and grant revenues. Operating revenues are used to pay for day-to-day services.

Pay-as-you-go Basis - A term used to describe a financial policy by which capital outlays are financed from current revenues rather than through borrowing.

Personnel Services - Expenditures for salaries, wages, and fringe benefits of a government's employees.

Prior-year Encumbrances - Obligations from previous fiscal years in the form of purchase orders, contracts or salary commitments which are chargeable to an appropriation, and for which a part of the appropriation is reserved.

Program - A group of related activities performed by one or more organizational units for the purpose of accomplishing a function for which the government is responsible.

Proprietary Funds - These are funds which operate on a business like basis. These funds derive their revenue primarily from the fees received for the services they provide and are self-sufficient. Examples of this include the Parking Lot, Stormwater, and Water-Sewer Utility Funds.

Purpose - A broad statement of the goals, in terms of meeting public service needs, that a department is organized to meet.

Reserve - An account used either to set aside budgeted revenues that are not required for expenditure in the

current budget year or to earmark revenues for a specific future purpose.

Resolution - A special or temporary order of a legislative body; an order of a legislative body requiring less legal formality than an ordinance or statute.

Resources - Total amounts available for appropriation including estimated revenues, fund transfers, and beginning balances.

Revenue - Sources of income financing the operations of government.

Rolled-back Rate - The tax rate when applied to the current year's adjusted taxable value, generates the same ad valorem tax revenue as the prior year.

Sales and Use Tax Revenue - Sales taxes paid on goods and services that are collected at the time of purchase and submitted to the State. A use tax is paid when a sales tax was not paid. Both are collected by the State and then distributed to municipalities based upon its population.

Source of Revenue - Revenues are classified according to their source or point of origin.

Taxes - Compulsory charges levied by a government for the purpose of financing services performed for the common benefit of the people. This term does not include specific charges made against particular persons or property for current or permanent benefit, such as special assessments.

Transfers In/Out - Amounts transferred from one fund to another to assist in financing the services for the recipient fund.

TRIM - Truth In Millage (Section 200.065, Florida Statute)

Unencumbered Balance - The amount of an appropriation that is neither expanded nor encumbered. It is essentially the amount of money still available for future purposes.

Unreserved Fund Balance - The portion of a fund's balance that is not restricted for a specific purpose and is available for general appropriation.

User Charges - The payment of a fee for direct receipt of a public service by the party who benefits from the service.

Utility Taxes - Municipal charges on consumers or various utilities such as electricity, gas, water, telecommunications.



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