



SEBASTIAN BUDGET REVIEW ADVISORY COMMITTEE AGENDA

6:00 P.M. MONDAY – AUGUST 3, 2020

CITY HALL

1225 MAIN STREET

THE MEETING WILL BE CONDUCTED IN THE CITY COUNCIL CHAMBERS, WITH ENCOURAGEMENT TO WEAR MASK AND TO TAKE DUE CARE TO MAINTAIN SOCIAL DISTANCING. IT WILL BE BROADCAST LIVE AS USUAL. THE PUBLIC CAN ACCESS THE MEETING VIRTUALLY VIA ZOOM BY FOLLOWING THE DIRECTIONS SHOWN AT THE BOTTOM OF THIS AGENDA. HOWEVER, THE PUBLIC IS ADVISED TO CHECK THE CITY WEBSITE FOR UP-TO-DATE INFORMATION ON ANY CHANGES TO THE MANNER IN WHICH THE MEETING WILL BE HELD AND THE LOCATION.

- Call to Order
- Pledge of Allegiance
- Roll Call
- Approval of Minutes:
 - a. Meeting of July 20, 2020
- Presentation and Approval of Third Quarter Financial Report by Ken Killgore, Administrative Services Director/CFO.
- Report on FY2021 Budget Process by Ken Killgore, Administrative Services Director/CFO.
 - a. Proposed Millage of 3.1514 Approved by City Council
 - b. Updates on Revenues and Labor Negotiations
 - c. Presentation to City Council August 26, 2020, 1st Public Hearing on September 14, 2020
 - d. Consider Need for Committee Meeting on August 31st
 - e. Comments by Committee Members
- General Discussion by Committee Members
- Comments by Staff
- Public Comments
- Adjourn

Agenda Attachments:

- Minutes for Meeting of July 20, 2020
- Third Quarter Financial Report
- Draft Budget and Capital Improvement Plan – Available at the following link:
http://public.cityofsebastian.org/PDFs/2021Budget/20200624_DraftBudgetBook.pdf

ANY PERSON WHO DECIDES TO APPEAL ANY DECISION MADE WITH RESPECT TO ANY MATTER CONSIDERED AT THIS MEETING WILL NEED A RECORD OF THE PROCEEDINGS AND MAY NEED TO ENSURE THAT A VERBATIM RECORD OF THE PROCEEDINGS IS MADE, WHICH RECORD INCLUDES THE TESTIMONY AND EVIDENCE UPON WHICH THE APPEAL IS TO BE HEARD. (F.S.286.0105)

IN COMPLIANCE WITH THE AMERICAN WITH DISABILITIES ACT (ADA), ANYONE WHO NEEDS A SPECIAL ACCOMMODATION FOR THIS MEETING SHOULD CONTACT THE CITY'S ADA COORDINATOR AT 589-5330 AT LEAST 48 HOURS IN ADVANCE OF THIS MEETING.

Please click the link below to join the webinar:

<https://us02web.zoom.us/j/84151414731>

Or iPhone one-tap :

US: +13017158592,,84151414731# or +13126266799,,84151414731#

Or Telephone:

Dial(for higher quality, dial a number based on your current location):

US: +1 301 715 8592 or +1 312 626 6799 or +1 929 436 2866 or +1 253 215 8782 or +1 346 248 7799 or +1 669 900 6833

Webinar ID: 841 5141 4731

International numbers available: <https://us02web.zoom.us/j/84151414731>

**CITIZENS BUDGET REVIEW ADVISORY COMMITTEE
MINUTES OF REGULAR MEETING
JULY 20, 2020**

- I. Chairman Napier called the Citizens Budget Review Advisory Committee meeting to order at 6:00 p.m.
- II. Pledge of Allegiance was recited by all.

- III. Roll Call
Present
Mr. Lewin
Mr. Hall
Mr. Napier
Ms. Cerda
Mr. Hoffman
Mr. Herlihy (via Zoom)

Absent
Mr. Keerthi Weragoda (a)

Also Present
Paul Carlisle, City Manager
Ken Killgore, Administrative Services Director/CFO
Cindhia Watson, Human Resources Manager (via Zoom)
Janet Graham, Technical Writer (via Zoom)

- IV. Approval of Minutes

- A. Meeting of June 29, 2020

Mr. Napier asked if all Committee members had reviewed the Minutes of June 29, 2020. All indicated they had. He called for a motion. A motion to accept the Minutes as presented was made by Mr. Hoffman, seconded by Mr. Hall, and approved unanimously via voice vote.

- B. Presentation of Draft Budget by Ken Killgore, Administrative Services Director/CFO and Committee Discussion of the Draft Budget and Capital Improvement Plan

Mr. Killgore gave a PowerPoint presentation (SEE ATTACHED), which he stated was basically the same as the slides that he presented at the last meeting. He briefly reviewed the slides from the previous meeting and then discussed in more detail the slides that he had added for this meeting.

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Mr. Killgore stated the purpose of this meeting is to establish a proposed budget recommendation to City Council, who will be meeting on the 22nd of this month. Part of their agenda is to establish the proposed millage that goes on the trim notices. This Committee will vote this evening on the proposed millage. The proposed budget has been reduced by \$302,000.00 over this year's budget. Personnel costs are down \$11,000.00, mostly due to the reduction of insurance premiums by 3%. No allocation is included for any pay increases. There is no increase in full-time employees, and actually two part-time positions were reduced. He reviewed that 80% of the General Fund revenues come from property taxes, franchise fees, utility taxes, and those revenues that are received from the State. The biggest concern for this coming year is the State revenues, and hopefully the year after next there will be no severe reductions in property tax revenues.

Regarding the Certified Taxable Values, Mr. Killgore reviewed that the rollback millage would be 2.8091. It was not thought that the budget would be balanced at the 2.8091 rate. The same millage as this year, which is 2.9399 was used. Certified Taxable Values did increase 7.18% in total from last year. A big part of that was the reassessments at 4.74%. Keeping the millage from the previous year (2019 tax role), that millage was 3.1514. So rather than sticking to the 2.9399, which is the current year millage, if staff went back to the year before that, it would be the 3.1514. That would generate an additional \$300,917.00 over and above what has been budgeted in the current draft. He reviewed the charts which he has added.

Summarizing, Mr. Killgore said there are several items that are still unsettled. There have been no discussions regarding the labor agreements. It is unknown as to what sort of legal settlements there may be that will have to be addressed. He is concerned that there may be some shortfalls in revenues. That is one of the reasons that strong reserves are kept. Mr. Carlisle commented that the State will not set revenue shares until August. So when the trim notices are looked at, it will not be known what the State revenue share projections are going to be for the next year. Mr. Killgore stated there is still a lot of uncertainty due to the coronavirus situation.

Mr. Killgore reviewed the options on the millage that some might want to consider, which would be levying the rollback millage of 2.8091. That would be advertised on the trim notices as no increase in tax, but it would be necessary to go to the current draft and cut out another \$186,000.00 of expenses. No pay increases and reduction in the level of service would still hold true. The only other option is to balance the budget using the reserves. With a similar scenario of levying the same millage of 2.9399, there are no pay increases. Levying the 3.1514 millage would be advertised on the tax notice with a 12.2% increase in taxes. That would add another \$300,917.00 to the amount that has been budgeted for revenues at this point and give some room for labor negotiations and some cushioning for legal fee settlements. The budget is balanced at the 2.9399. The reserves are at \$5 million. His recommendation is not to look towards the reserves for balancing

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the budget. That is what has been done over the years--always staying away from using those reserves for unexpected events as a safety net.

His recommendation is to set the proposed millage at the 3.1514 rate, which is the rate that was used in 2019. After further budget discussions, City Council will be presented with more details in the budget in August during a regular City Council meeting to prepare them for the two public hearings in September. He stated the 3.1514 is what his staff suggests, and the next agenda item will be when these members actually vote as a committee to decide whether to go with the 3.1514 or the same rate as this year, which is 2.9399, or possibly at the rollback at 2.8091, or somewhere in between those rates. He then called for questions or comments from the Committee members.

Mr. Lewin inquired if the budget now is predicated on the 2.9399. Mr. Killgore stated it is. Mr. Lewin asked, if it is predicated on the 2.9399, is Mr. Killgore suggesting the budget be redone using the higher millage. Mr. Killgore stated, if City Council is agreeable to going higher, then yes, there would be room to either set funds aside for the unexpected and proceed with negotiations with something to bargain with. Mr. Lewin asked if Mr. Killgore is suggesting beginning with the 2.9399 rate and negotiating somewhere in between that and the lower rate. Mr. Killgore stated there will be negotiations between now and setting the final millage. There would be another month or so of data on revenues to get more comfortable with those, and the budget would be further adjusted between now and then to allow for either increasing the millage rate or to show modification using reserves, or further cuts to the operating expenditures. Mr. Carlisle commented that whatever number is set in the trim notices is the cap for where the budget could be set. The cap can be reduced as the budget process is gone through, but it cannot be increased once that millage rate is set.

Mr. Herlihy stated that Council is going to vote at their next meeting to accept \$924,000.00 under the CARES Act from the County. He asked where that money will appear in the budget. Mr. Killgore stated that actually would not be a part of the annual budget process. The budget would be established for the amount that is provided, but those funds under the COVID-19 legislation cannot be used for making up for shortfalls in revenues. It would have to be spent on things that were COVID-related expenditures. Also on the agenda is a program to offer grants using those monies. Mr. Carlisle stated this is only phase one of the program. All the funds in the first phase have to be spent by September. So none of that money can be used in next year's budget. The second phase of what is received from the State has to be spent by December 30. None of that money carries over into 20-21.

Mr. Herlihy commented that the reason Mr. Killgore recommends the millage be approved at 3.1514 and the budget is at 2.9399 is to give City Council the room to move up when they get to the public hearings in September. If the 3.1514 is not used and just the 2.9399, if it is necessary to go up after the fact, the City has to do a mass mailing to every

household in Sebastian, which could be very costly. That gives City Council the flexibility between now and September if they have to go up.

Mr. Hoffman asked how the meeting between staff and the Property Appraiser went. Mr. Carlisle stated he has not gotten a meeting with the Property Appraiser yet. Mr. Hoffman asked concerning personnel that last year was the first year that school resource officers were included. Mr. Carlisle stated there is one officer in each school in the City as well as the charter school. Mr. Hoffman asked what happens if there is a closure and the schools are not in session. He asked if those people have to be reinstated as full-time employees. Mr. Carlisle stated he just got a contract back from the School District. The agreement is that they will have to pay 50% for each resource officer. Mr. Hoffman asked if that will be changed. Mr. Carlisle stated he does not anticipate it changing.

Mr. Hall inquired about the deletions of the part-time employees. He inquired if that is something staff feels is not needed or is that being done just to decrease the budget. Mr. Killgore stated that the part-time maintenance worker position is being given up, and that individual moved to a full time slot that was open.

Mr. Napier stated he is pleased with the budget, as this has been a difficult year.

V. Discussion of Proposed Millage and Vote on the Committee's Recommendation to City Council for Setting the Proposed Millage

Mr. Napier stated there are three options: the rollback at 2.8091, the current year rate of 2.9399, and last year's millage at 3.1514.

Mr. Hall suggests the 3.1514 millage be used, giving staff the ability to negotiate with the unions and also to add some flexibility for any contingencies that might come along with the uncertain times that are being experienced this year.

Ms. Cerda agrees with the recommendations of staff.

Mr. Lewin agrees with the recommendation of 3.1514.

Mr. Herlihy agrees with the 3.1514 rate.

Mr. Napier prefers the rollback, but he understands the conditions that are present this year. He agrees with the 3.1514 rate.

A motion that the Committee approve the recommendation from City staff that the 3.1514 be used was made by Mr. Hoffman, seconded by Ms. Cerda, and approved unanimously via voice vote.

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VI. Agree on Next Meeting Date to be Monday, August 3, 2020.

All Committee members were in agreement to have the next meeting on August 3, 2020.

VII. General Discussion by Members -- None

VIII. Comments by Staff

Mr. Carlisle thanked the Committee for their support. Mr. Killgore expressed the same sentiment.

IX. Public Comment -- None

X. Adjourn

There being no further business, Chairman Napier adjourned the meeting at 6:40 p.m.

By: _____
Chairman Larry Napier

Date: _____

jg



CITY COUNCIL AGENDA TRANSMITTAL FORM

COUNCIL MEETING DATE: August 26, 2020

AGENDA ITEM TITLE: Resolution Accepting the 3rd Quarter Financial Report and Recognizing Necessary Amendments and Adjustments to the FY 2019-2020 Annual Budget.

RECOMMENDATION: Move to approve Resolution R-20-13.

BACKGROUND:

Pursuant to City financial policies, budget reviews and any necessary adjustments are presented to the City Council quarterly. A capital project status report, investment report and accomplishments are also included.

Formal approval by the City Council was already given for an adjustment using the General Fund R&R Account to replace a field groomer machine. There are no further adjustments during the quarter requiring City Council approval.

In accordance with the authority given by the Annual Budget Resolution, the City Manager has approved other budget transfers between accounts within Departments and made adjustments necessary to "implement programs, projects and expenditures authorized by the City Council". Thus, the City Manager's adjustments included budget changes to reflect a reimbursement for paving work resulting from damages caused by a contractor, budget a donation from the Art Club for new carpeting, adjust accounts to cover the 2nd quarter incentive payments, adjustment to Recreation Impact Fee projects and to consolidate several project budgets into one allocation for the Riverview sidewalk project. All of the above described adjustments are listed in Exhibit "A" that is an attachment to the Resolution.

IF AGENDA ITEM REQUIRES EXPENDITURE OF FUNDS:

Total Cost: As per Exhibit "A" of Resolution

Amount Budgeted in Current FY: N/A

Amount of Appropriation Required: As per Exhibit "A" of Resolution

Fund to Be Utilized for Appropriation: N/A

Administrative Services Department Review: _____

ATTACHMENTS: Resolution No. R-20-13 and Exhibit "A"
Quarterly Financial Report for the Quarter Ended June 30, 2020

City Manager Authorization: _____

Date: _____

RESOLUTION NO. R-20-13

A RESOLUTION OF THE CITY OF SEBASTIAN, INDIAN RIVER COUNTY, FLORIDA APPROVING AN AMENDMENTS AND RECOGNIZING CERTAIN ADJUSTMENTS TO THE BUDGET FOR THE FISCAL YEAR BEGINNING OCTOBER 1, 2019 AND ENDING SEPTEMBER 30, 2020 AS PROVIDED FOR IN EXHIBIT "A"; PROVIDING FOR CONFLICTS; PROVIDING FOR SCRIVENER'S ERRORS; AND PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, an analysis of the revenues and expenditures for the nine (9) months that ended on June 30, 2020 indicated that a budget adjustment required formal approval by the City Council and that previously approved amendments and adjustments by the City Manager should be recognized; and

WHEREAS, the City Council and City Manager have previously approved any other necessary amendments and adjustments in accordance with the Annual Budget Resolution;

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF SEBASTIAN, INDIAN RIVER COUNTY, FLORIDA, THAT:

Section 1. The budget of the City of Sebastian, Indian River County, Florida for the Fiscal Year beginning October 1, 2019 and ending September 30, 2020 has been amended and adjusted as necessary within the quarter ending June 30, 2020; a summary of such amendments and adjustments being attached hereto and more particularly identified as Exhibit "A"; the revised appropriations, if any, are set out therein and are recognized as having been made to maintain and carry on the government of the City of Sebastian, Indian River County, Florida.

Section 2. All resolutions or parts of resolutions in conflict herewith are hereby repealed.

Section 3. Sections of this resolution may be renumbered or re-lettered and corrections of typographical errors which do not affect the intent may be authorized by the City Manager, or the City Manager's designee, without need of further action of the City Council by filing a corrected copy of same with the City Clerk.

Section 4. This Resolution shall become effective immediately upon its adoption.

It was moved for adoption by Councilmember _____.

The motion was seconded by Councilmember _____ and, upon being put to a vote, the vote was as follows:

| | |
|----------------------------------|-------|
| Mayor Ed Dodd | _____ |
| Vice Mayor Charles M. Mauti | _____ |
| Councilmember Damien H. Gilliams | _____ |
| Councilmember Jim Hill | _____ |
| Councilmember Pamela Parris | _____ |

The Mayor thereupon declared this Resolution duly passed and adopted this 26th day of August 2020.

CITY OF SEBASTIAN, FLORIDA

By: _____
Mayor Ed Dodd

ATTEST:

Approved as to form and content for
reliance by the City of Sebastian only:

Jeanette Williams, MMC
City Clerk

Manny Anon
City Attorney

**EXHIBIT "A" OF RESOLUTION R-20-13
SUMMARY OF BUDGET CHANGES
FOR THE QUARTER ENDED JUNE 30, 2020**

ADJUSTMENTS PREVIOUSLY APPROVED BY CITY COUNCIL:

| Project/Account | Budget Before Change | Budget Adjustment | Budget After Change | Reason for Adjustment |
|--------------------------------|-----------------------------|--------------------------|----------------------------|---|
| Appropriation from R&R Account | (\$93,378) | (\$19,007) | \$112,385 | 6/24/20 Approved use of R&R Account to replace an athletic field groomer. |
| Vehicles and Equipment | \$110,080 | \$19,007 | \$129,087 | |

ADJUSTMENTS BEING SUBMITTED FOR CITY COUNCIL APPROVAL:

| Project/Account | Budget Before Change | Budget Adjustment | Budget After Change | Reason for Adjustment |
|--|-----------------------------|--------------------------|----------------------------|------------------------------|
| No adjustments requiring approval during this quarter. | | | | |

ADJUSTMENTS PREVIOUSLY AUTHORIZED BY THE CITY MANAGER:

| Project/Account | Budget Before Change | Budget Adjustment | Budget After Change | Reason for Adjustment |
|---|-----------------------------|--------------------------|----------------------------|--|
| Claims | \$9,964 | \$19,000 | \$28,964 | To account for costs to repair damaged pavement and record reimbursement from the contractor. |
| Insurance Proceeds | (\$35,000) | (\$18,653) | (\$53,653) | |
| R&M Operating Equipment | \$15,000 | (\$347) | \$14,653 | |
| Contributions and Donations | (\$9,719) | (\$500) | (\$10,219) | To record donation from the Art Club to help cover the costs of new carpeting. |
| R&M Buildings | \$79,000 | \$500 | \$79,500 | |
| Various Regular Salaries Accounts | \$6,774,650 | \$3,550 | \$6,778,200 | Adjustment between accounts to cover the 2 nd Quarter one time incentive awards. |
| Group Insurance | \$1,293,819 | (\$2,250) | \$1,291,569 | |
| Additional Compensation | \$1,300 | (\$1,300) | 0 | |
| BSSC Baseball Dugouts Project | \$40,000 | \$40,000 | \$80,000 | Adjustment between accounts in the Recreation Impact Fee Fund, moving 2021 portion of projects to 2020 and shifting Playground Improvements to 2021. |
| BSSC Field Fencing | \$18,000 | \$75,000 | \$93,000 | |
| Playground Improvements | \$30,000 | (\$30,000) | 0 | |
| Appropriation from Recreation Impact Fee Reserves | (\$439,770) | (\$85,000) | (524,770) | |
| Riverview Park Sidewalks | 0 | \$78,623 | \$78,623 | Consolidating accounts in the CRA Fund and Local Option Gas Tax Fund into the Riverview Sidewalks project. |
| Riverfront CRA Fund Projects | \$322,944 | (\$32,042) | \$290,902 | |
| Local Option Gas Tax Fund Project | \$100,000 | (\$46,581) | \$53,419 | |

CITY OF SEBASTIAN QUARTERLY FINANCIAL REPORT THIRD QUARTER ENDING JUNE 30, 2020 SUMMARY

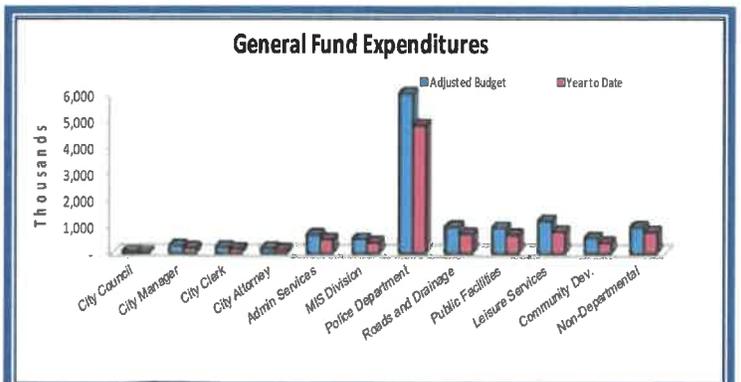
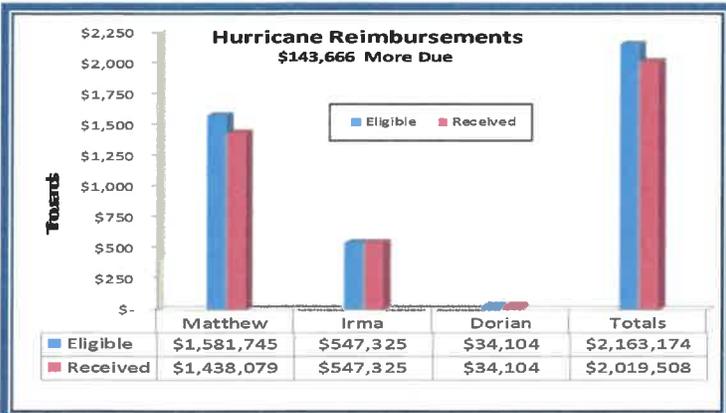
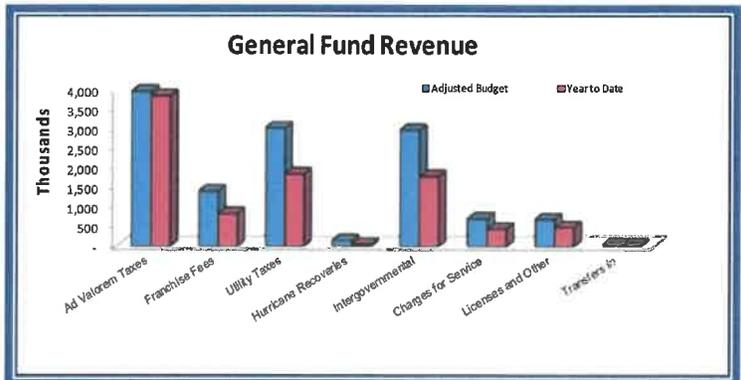
THE THIRD QUARTER FOR GENERAL FUND ENDED WITH 72% OF TOTAL BUDGETED REVENUES BEING RECEIVED. DEPARTMENTS SPENT 52% OF THE BUDGETED AMOUNTS. WE ARE SEEING THE EFFECTS OF THE COVID-19 REDUCTIONS. ACCORDINGLY, PROJECTED NET UNASSIGNED RESERVES ARE EXPECTED TO BE LESS THAN ORIGINALLY PROJECTED AND BELOW THE \$5,000,000 MINIMUM WE INTEND TO MAINTAIN FOR DECLARED NATURAL DISASTERS. THIS IS ALSO JUST BELOW THE AMOUNT PROJECTED WHEN THE 2020 BUDGET PROJECTIONS WERE MADE.

ENDING RESERVES CURRENTLY TOTAL \$5,498,660. AFTER DEDUCTING \$810,621 FOR LOANS TO GOLF COURSE AND AIRPORT, INVENTORIES, PREPAYMENTS & RESTRICTED LAW ENFORCEMENT FUNDS, PROJECTED UNASSIGNED RESERVES ARE PROJECTED TO DECLINE TO \$4,792,631.

| GENERAL FUND SUMMARY | | | |
|---|----------------------|---------------------|--------------|
| | Budget | YTD | % |
| Beginning Balance | \$ - | \$ 6,199,061 | |
| Ad Valorem Taxes | 3,951,497 | 3,846,985 | 97.4% |
| Franchise Fees | 1,401,716 | 831,233 | 59.3% |
| Utility Taxes | 3,017,973 | 1,842,626 | 61.1% |
| Hurricane Recoveries | 143,666 | 48,809 | 34.0% |
| Intergovernmental | 2,962,206 | 1,787,634 | 60.3% |
| Charges for Service | 698,866 | 445,518 | 63.7% |
| Licenses and Other | 687,717 | 487,081 | 70.8% |
| Transfers In | 25,000 | 18,750 | 75.0% |
| Total Revenues | \$ 12,888,641 | \$ 9,308,636 | 72.2% |
| From Fund Balance | 273,096 | (273,096) | -100.0% |
| Total Sources | \$ 13,161,737 | \$ 9,035,540 | 68.7% |
| City Council | 63,080 | 35,663 | 56.5% |
| City Manager | 276,527 | 198,731 | 71.9% |
| City Clerk | 229,861 | 175,374 | 76.3% |
| City Attorney | 181,738 | 138,349 | 76.1% |
| Admin Services | 696,417 | 522,703 | 75.1% |
| MIS Division | 539,572 | 406,570 | 75.4% |
| Police Department | 6,419,875 | 4,810,633 | 74.9% |
| Roads and Drainage | 991,900 | 730,417 | 73.6% |
| Public Facilities | 968,718 | 701,918 | 72.5% |
| Leisure Services | 1,213,427 | 812,205 | 66.9% |
| Community Dev. | 590,024 | 397,876 | 67.4% |
| Non-Departmental | 990,598 | 805,502 | 81.3% |
| Total Uses | \$ 13,161,737 | \$ 9,735,941 | 74.0% |
| Ending Unappropriated Fund Balance | | \$ 5,498,660 | |

| GENERAL FUND BALANCE FORECAST | | |
|--|---------------------|---------------------|
| | Fund Balance | R&R Account |
| Beginning Reserves 10/01/19 | \$ 5,924,061 | \$ 275,000 |
| Year to Date Revenue | 9,308,636 | |
| Fund Balance/R&R Changes to Date: | | |
| Unfinished 2019 Projects | (85,264) | |
| Failed MIS Equipment | | (912) |
| Replace Lightning Protection | | (12,000) |
| Replace Splash Pad Pump | | (10,505) |
| Replace Parks Mower | | (36,580) |
| Hire Annexation Attorney | (34,412) | |
| Hired Full-time City Attorney | (41,035) | |
| Complete Sign Compliance | | (1,530) |
| Replace Security Trailer A/C | | (4,691) |
| Replace MIS A/C | | (27,160) |
| Replace Grooming Machine | | (19,007) |
| Year to Date Uses | \$ (160,711) | \$ (112,385) |
| Other Expenditures | (9,735,941) | |
| Current Reserves | \$ 5,336,045 | \$ 162,615 |
| Expected Changes to Year End: | | |
| Additional Revenues | 2,994,146 | - |
| Additional Expenditures | (2,889,554) | - |
| Ending Reserves | \$ 5,440,637 | \$ 162,615 |
| Adjust R&R to \$275,000 | (112,385) | 112,385 |
| Adjusted Reserves | \$ 5,328,252 | \$ 275,000 |
| Assigned Funds | (810,621) | - |
| Net Unassigned Reserves | \$ 4,517,631 | \$ 275,000 |
| Total Unassigned Reserves | | \$ 4,792,631 |
| Projected in 2020 Budget | | \$ 5,046,649 |

\$143,666 ON HURRICANE MATTHEW REMAINS UNPAID. WE HAVE RECEIVED FULL REIMBURSEMENTS ON BOTH HURRICANES IRMA AND DORIAN.



CITY OF SEBASTIAN QUARTERLY FINANCIAL REPORT THIRD QUARTER ENDING JUNE 30, 2020 SUMMARY

STORMWATER FEES ARE ALMOST FULLY COLLECTED AND OPERATING EXPENDITURES LOOK WELL WITHIN BUDGETED AMOUNTS. NET AVAILABLE FUNDS ARE ANTICIPATED TO BE ABOVE AMOUNTS PROJECTED WHEN THE 2020 BUDGET PROJECTIONS WERE MADE, DUE TO DELAYS ON PROJECTS.

| STORMWATER FUND SUMMARY | | | |
|-------------------------------------|---------------------|---------------------|---------------|
| | Budget | YTD | % |
| Beginning Fund Balance | \$ 799,532 | \$ 889,713 | |
| Stormwater Fees | 1,940,000 | 1,912,151 | 98.6% |
| Sale of Fixed Assets | 37,800 | 38,250 | n/a |
| Interest | 36,083 | 17,630 | 48.9% |
| Total Revenues | \$ 2,013,883 | \$ 1,968,031 | 97.7% |
| Total Sources | \$ 2,813,415 | \$ 2,857,744 | 101.6% |
| Operating Expenditures | 1,550,647 | 848,090 | 54.7% |
| Capital Outlay | 182,800 | - | 0.0% |
| Transfer to Capital Projects | 275,000 | 20,860 | 7.6% |
| Total Uses | \$ 2,008,447 | \$ 868,950 | 43.3% |
| Ending Fund Balance | \$ 804,968 | \$ 1,988,794 | |
| Expected Change to Year End: | | | |
| Additional Revenues | | 144,970 | |
| Additional Expenditures | | (455,732) | |
| Additional Capital Outlay | | (182,800) | |
| Transfers to Capital Projects | | (254,140) | |
| 9/30/20 Net Available Funds | | \$ 1,241,092 | |
| Projected in 2020 Budget | | \$ 804,968 | |

GOLF COURSE BALANCES ARE AFFECTED BY LOANS FROM THE GENERAL FUND AND BUILDING FUND THAT WERE COMMITTED FOR IRRIGATION/CLUBHOUSE WORK. ENDING RESOURCES ARE NOT QUITE AS GOOD AS PROJECTED WHEN THE 2020 BUDGET PROJECTIONS WERE MADE.

| GOLF FUND SUMMARY | | | |
|-------------------------------------|---------------------|---------------------|--------------|
| | Budget | YTD | % |
| Beginning Resources | \$ - | \$ (672,196) | |
| Charges for Service | 1,371,368 | 1,117,860 | 81.5% |
| Rent | 30,000 | 22,501 | 75.0% |
| Miscellaneous | 9,460 | 8,292 | 87.7% |
| Total Revenues | 1,410,828 | 1,148,653 | 81.4% |
| Pro Shop Sales | 100,000 | 85,012 | 85.0% |
| Pro Shop Purchases | (70,000) | (65,257) | 93.2% |
| Sales vs. Cost of Sales | 30,000 | 19,755 | 65.9% |
| Total Sources | \$ 1,440,828 | \$ 1,168,408 | 81.1% |
| Operating Expenses | \$ 1,346,070 | \$ 1,013,365 | 75.3% |
| Cart Loan Payments | 56,391 | 51,691 | 91.7% |
| Total Operating Expense | 1,402,461 | 1,065,056 | 75.9% |
| General Fund Payment | - | - | n/a |
| Building Fund Payment | 38,367 | 28,776 | 75.0% |
| Total Uses | \$ 1,440,828 | \$ 1,093,832 | 75.9% |
| Total Ending Resources | \$ - | \$ (597,620) | |
| Expected Change to Year End: | | | |
| Additional Sources | | 267,970 | |
| Additional Uses | | (342,546) | |
| 9/30/20 Ending Resources | | \$ (672,196) | |
| Projected in 2020 Budget | | \$ (625,944) | |

REVENUES AND EXPENSES FOR THE AIRPORT DO NOT INCLUDE GRANT RECEIPTS AND EXPENSES HANDLED IN THE AIRPORT CONSTRUCTION FUND. PROJECTED TOTAL ENDING RESOURCES ARE LESS THAN PROJECTED WHEN 2020 BUDGET PROJECTIONS WERE MADE.

| AIRPORT FUND SUMMARY | | | |
|-------------------------------------|-------------------|--------------------|--------------|
| | Budget | YTD | % |
| Beginning Resources | \$ - | \$ (143,566) | |
| Rents | 483,973 | 360,433 | 74.5% |
| Investment Income | - | 2,827 | n/a |
| Miscellaneous | 85,710 | 66,126 | 77.2% |
| Total Revenues | 569,683 | 429,386 | 75.4% |
| Transfer from General Fund | 4,691 | 4,691 | 100.0% |
| Total Sources | \$ 574,374 | \$ 290,511 | |
| Operating Expenses | 343,135 | 260,302 | 75.9% |
| General Fund Advance | 25,000 | 18,750 | 75.0% |
| DST Fund Loans | 30,500 | - | 0.0% |
| Capital Outlay | 52,421 | 10,516 | 20.1% |
| Contingency | 123,318 | - | 0.0% |
| Total Uses | \$ 574,374 | \$ 289,568 | 50.4% |
| Total Ending Resources | | \$ (3,748) | |
| Expected Change to Year End: | | | |
| Additional Revenues | | 125,423 | |
| Additional Uses | | (159,721) | |
| 9/30/19 Ending Resources | | \$ (38,046) | |
| Projected in 2020 Budget | | \$ 5,626 | |

BUILDING FUND ENDING RESOURCES REMAIN AT GOOD LEVELS, EVEN WITH THE LOANS TO THE GOLF FUND. THEY ARE WELL ABOVE AMOUNTS PROJECTED WHEN THE 2020 BUDGET PROJECTIONS WERE MADE.

| BUILDING FUND SUMMARY | | | |
|-------------------------------------|-------------------|-------------------|--------------|
| | Budget | YTD | % |
| Beginning Resources | \$ - | \$ 573,806 | |
| Licenses and Permits | 770,500 | 640,482 | 83.1% |
| Charges for Service | 12,200 | 12,199 | 100.0% |
| Fines and Forfeits | 6,500 | 4,048 | 62.3% |
| Miscellaneous | 13,770 | 8,400 | 61.0% |
| Golf Fund Loan Payments | 38,367 | 28,776 | 75.0% |
| Total Sources | 841,337 | 693,905 | 82.5% |
| Operating Expenses | 812,343 | 552,074 | 68.0% |
| Capital Outlay | 22,573 | - | 0.0% |
| Contingency | 6,421 | - | n/a |
| Total Uses | \$ 841,337 | \$ 552,074 | 65.6% |
| Total Ending Resources | | \$ 715,637 | |
| Expected Change to Year End: | | | |
| Additional Revenues | | 232,062 | |
| Additional Uses | | (205,558) | |
| 9/30/20 Ending Resources | | \$ 742,141 | |
| Projected in 2020 Budget | | \$ 518,466 | |

**CITY OF SEBASTIAN
FUND SUMMARIES
QUARTER ENDING 06/30/20**

| | 2016/2017 3rd Qtr ACTUALS | 2017/2018 3rd Qtr ACTUALS | 2018/2019 3rd Qtr ACTUALS | 2019/2020 3rd Qtr ACTUALS | 2019/2020 Annual BUDGET | 2019/2020 Percent of Budget |
|----------------------------------|---------------------------------|---------------------------------|---------------------------------|---------------------------------|-------------------------------|-----------------------------------|
| GENERAL FUND | | | | | | |
| TAXES | -6,247,654.62 | -6,443,086.70 | -6,414,431.78 | -6,520,843.74 | -8,371,186.00 | 77.90% |
| LICENSES & PERMITS | -124,481.87 | -148,557.23 | -129,646.66 | -127,799.85 | -162,200.00 | 78.79% |
| INTERGVT'L REVENUE | -1,731,592.45 | -3,290,626.32 | -2,461,725.97 | -1,836,443.48 | -3,105,872.00 | 59.13% |
| CHARGES FOR SERVICE | -231,325.27 | -303,708.80 | -444,951.03 | -445,517.76 | -698,866.00 | 63.75% |
| FINES AND FORFEITS | -40,082.53 | -33,063.77 | -45,155.16 | -44,094.67 | -39,800.00 | 110.79% |
| MISC. REVENUE | -205,116.52 | -253,287.11 | -317,441.11 | -318,255.61 | -485,717.00 | 65.52% |
| TRANSFERS IN | -494,999.91 | -543,749.94 | -29,999.97 | -18,749.97 | -25,000.00 | 75.00% |
| FROM FUND BALANCES | 0.00 | 0.00 | 0.00 | 0.00 | -273,096.00 | 0.00% |
| GENERAL FUND REVENUE | -9,075,253.17 | -11,016,079.87 | -9,843,351.68 | -9,311,705.08 | -13,161,737.00 | 70.75% |
| | | | | | | |
| CITY COUNCIL | 36,222.30 | 37,146.78 | 35,275.53 | 35,663.34 | 63,080.00 | 56.54% |
| CITY MANAGER | 195,881.30 | 351,925.97 | 217,785.09 | 198,730.64 | 276,527.00 | 71.87% |
| CITY CLERK | 137,714.27 | 162,181.66 | 154,638.56 | 175,374.46 | 229,861.00 | 76.30% |
| LEGAL | 56,559.23 | 75,298.77 | 81,062.20 | 138,349.21 | 181,738.00 | 76.13% |
| ADMINISTRATIVE SERVICES | 414,998.25 | 483,082.19 | 507,182.85 | 522,703.04 | 696,417.00 | 75.06% |
| M.I.S. DIVISION | 124,416.50 | 290,236.70 | 348,210.72 | 406,569.90 | 539,572.00 | 75.35% |
| AUDIO VISUAL | 78,204.03 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00% |
| POLICE ADMINISTRATION | 631,102.59 | 683,916.92 | 655,353.84 | 845,157.88 | 1,095,279.00 | 77.16% |
| POLICE PATROL | 1,979,766.22 | 2,269,535.03 | 2,657,802.75 | 2,571,733.43 | 3,430,304.00 | 74.97% |
| CODE ENFORCEMENT DIVISION | 123,238.85 | 131,501.55 | 135,246.63 | 137,633.85 | 191,648.00 | 71.82% |
| POLICE INVESTIGATIONS | 523,686.37 | 591,453.81 | 617,566.22 | 810,730.04 | 1,048,951.00 | 77.29% |
| POLICE COMMUNICATIONS | 443,876.44 | 447,006.72 | 447,334.90 | 445,377.30 | 653,693.00 | 68.13% |
| ENGINEERING | 427,361.56 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00% |
| ROADS AND DRAINAGE | 336,319.62 | 627,652.30 | 679,794.88 | 730,416.57 | 991,900.00 | 73.64% |
| STORMWATER UTILITY DIVISION | 507,741.01 | 791,738.67 | 0.00 | 0.00 | 0.00 | 0.00% |
| CENTRAL GARAGE | 154,203.48 | 160,714.22 | 176,708.99 | 147,759.12 | 212,349.00 | 69.58% |
| FACILITIES MAINTENANCE | 323,337.53 | 302,592.86 | 273,340.82 | 418,870.53 | 576,693.00 | 72.63% |
| LEISURE SERVICES | 688,675.89 | 651,203.41 | 875,285.56 | 812,204.76 | 1,213,427.00 | 66.93% |
| CEMETERY | 121,174.69 | 140,255.83 | 134,031.65 | 135,288.61 | 179,676.00 | 75.30% |
| COMMUNITY DEVELOPMENT | 137,293.84 | 275,703.41 | 257,128.01 | 397,876.39 | 590,024.00 | 67.43% |
| NON-DEPARTMENTAL | 1,248,363.97 | 872,708.89 | 864,791.20 | 805,502.30 | 990,598.00 | 81.31% |
| GENERAL FUND EXPENDITURES | 8,690,137.94 | 9,345,855.69 | 9,118,540.40 | 9,735,941.37 | 13,161,737.00 | 73.97% |

**CITY OF SEBASTIAN
FUND SUMMARIES
QUARTER ENDING 06/30/20**

| | 2016/2017 3rd Qtr ACTUALS | 2017/2018 3rd Qtr ACTUALS | 2018/2019 3rd Qtr ACTUALS | 2019/2020 3rd Qtr ACTUALS | 2019/2020 Annual BUDGET | 2019/2020 Percent of Budget |
|--|---------------------------------|---------------------------------|---------------------------------|---------------------------------|-------------------------------|-----------------------------------|
| LOCAL OPTION GAS TAX | | | | | | |
| TAXES | -437,541.84 | -468,071.00 | -463,994.87 | -454,512.16 | -736,320.00 | 61.73% |
| INTERGVT'L REVENUE | -12,532.00 | -12,908.00 | 0.00 | -13,693.92 | -13,694.00 | 100.00% |
| MISC. REVENUE | -602.17 | -4,120.77 | -6,388.71 | -1,894.98 | -5,347.00 | 35.44% |
| TRANSFERS IN | -200,000.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00% |
| FROM FUND BALANCES | 0.00 | 0.00 | 0.00 | 0.00 | -442,314.00 | 0.00% |
| LOGT FUND REVENUE | -650,676.01 | -485,099.77 | -470,383.58 | -470,101.06 | -1,197,675.00 | 39.25% |
| OPERATING EXPENSES | 22,716.63 | 13,834.70 | 29,384.24 | 5,400.00 | 5,400.00 | 100.00% |
| CAPITAL OUTLAY | 12,010.50 | 27,570.45 | 0.00 | 105,554.31 | 106,000.00 | 99.58% |
| DEBT SERVICE | 242,635.30 | 242,444.90 | 239,186.60 | 238,886.27 | 243,802.00 | 97.98% |
| TRANSFERS OUT | 597,098.25 | 74,456.36 | 424,060.55 | 606,893.40 | 653,474.00 | 92.87% |
| TO FUND BALANCES | 0.00 | 0.00 | 0.00 | 0.00 | 188,999.00 | 0.00% |
| LOGT EXPENDITURES | 851,744.05 | 358,306.41 | 692,631.39 | 956,733.98 | 1,197,675.00 | 79.88% |
| DISCRETIONARY SALES TAX | | | | | | |
| TAXES | -2,154,327.21 | -2,305,098.74 | -2,379,465.56 | -2,295,077.85 | -3,659,032.00 | 62.72% |
| MISC. REVENUE | -11,922.38 | -23,354.22 | -68,482.78 | -42,844.90 | -73,272.00 | 58.47% |
| FROM FUND BALANCES | 0.00 | 0.00 | 0.00 | 0.00 | -4,910,725.00 | 0.00% |
| DST FUND REVENUE | -2,166,249.59 | -2,328,452.96 | -2,447,948.34 | -2,337,922.75 | -8,643,029.00 | 27.05% |
| OPERATING EXPENSES | 0.00 | 0.00 | 1,500.00 | 4,830.00 | 21,275.00 | 22.70% |
| TRANSFERS OUT | 2,301,839.71 | 1,904,517.84 | 1,193,106.26 | 1,237,760.81 | 8,621,754.00 | 14.36% |
| DST FUND EXPENDITURES | 2,301,839.71 | 1,904,517.84 | 1,194,606.26 | 1,242,590.81 | 8,643,029.00 | 14.38% |
| RIVERFRONT REDEVELOPMENT FUND | | | | | | |
| MISC. REVENUE | -30,905.70 | -34,943.41 | -41,331.60 | -31,747.83 | -54,750.00 | 57.99% |
| TRANSFERS IN | -342,240.96 | -366,531.86 | -404,673.34 | -403,239.68 | -397,816.00 | 101.36% |
| FROM FUND BALANCES | 0.00 | 0.00 | 0.00 | 0.00 | -198,458.00 | 0.00% |
| RRD REVENUE | -373,146.66 | -401,475.27 | -446,004.94 | -434,987.51 | -651,024.00 | 66.82% |
| OPERATING EXPENSES | 62,002.55 | 141,469.51 | 292,627.74 | 219,810.68 | 335,982.00 | 65.42% |
| CAPITAL OUTLAY | 0.00 | 0.00 | 0.00 | 0.00 | 113,000.00 | 0.00% |
| GRANTS AND AIDS | 0.00 | 34,676.03 | 0.00 | 15,000.00 | 70,000.00 | 21.43% |
| TRANSFERS OUT | 219,495.57 | 279,494.90 | 30,000.00 | 14,964.75 | 132,042.00 | 11.33% |
| RRD EXPENDITURES | 281,498.12 | 455,640.44 | 322,627.74 | 249,775.43 | 651,024.00 | 38.37% |
| PARKING IN LIEU OF FUND | | | | | | |
| MISC. REVENUE | -21,839.60 | -10,930.79 | -1,057.12 | -3,629.59 | -1,342.00 | 270.46% |
| PARKING IN LIEU OF REVENUE | -21,839.60 | -10,930.79 | -1,057.12 | -3,629.59 | -1,342.00 | 270.46% |
| CAPITAL OUTLAY | 44,703.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00% |
| TRANSFERS OUT | 13,792.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00% |
| TO FUND BALANCES | 0.00 | 0.00 | 0.00 | 0.00 | 1,342.00 | 0.00% |
| PARKING IN LIEU OF EXPENDITURES | 58,495.00 | 0.00 | 0.00 | 0.00 | 1,342.00 | 0.00% |

**CITY OF SEBASTIAN
FUND SUMMARIES
QUARTER ENDING 06/30/20**

| | 2016/2017 3rd Qtr ACTUALS | 2017/2018 3rd Qtr ACTUALS | 2018/2019 3rd Qtr ACTUALS | 2019/2020 3rd Qtr ACTUALS | 2019/2020 Annual BUDGET | 2019/2020 Percent of Budget |
|--------------------------------------|---------------------------------|---------------------------------|---------------------------------|---------------------------------|-------------------------------|-----------------------------------|
| RECREATION IMPACT FEE FUND | | | | | | |
| MISC. REVENUE | -74,543.44 | -116,126.68 | -101,692.72 | -102,660.95 | -146,184.00 | 70.23% |
| FROM FUND BALANCES | 0.00 | 0.00 | 0.00 | 0.00 | -524,770.00 | 0.00% |
| REC. IMPACT FEE REVENUE | -74,543.44 | -116,126.68 | -101,692.72 | -102,660.95 | -670,954.00 | 15.30% |
| OPERATING EXPENSES | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00% |
| CAPITAL OUTLAY | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00% |
| TRANSFERS OUT | 35,621.84 | 440,096.10 | 212,663.94 | 330,180.72 | 670,954.00 | 49.21% |
| REC. IMPACT FEE EXPENDITURES | 35,621.84 | 440,096.10 | 212,663.94 | 330,180.72 | 670,954.00 | 49.21% |
| STORMWATER UTILITY FUND | | | | | | |
| MISC. REVENUE | -987,521.11 | -999,784.57 | -1,958,411.29 | -1,968,092.80 | -2,013,883.00 | 97.73% |
| TRANSFERS IN | -100,000.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00% |
| STORMWATER REVENUE | -1,087,521.11 | -999,784.57 | -1,958,411.29 | -1,968,092.80 | -2,013,883.00 | 97.73% |
| PERSONAL SERVICES | 0.00 | 0.00 | 661,094.89 | 496,418.82 | 735,344.00 | 67.51% |
| OPERATING EXPENSES | 10,248.15 | 139,990.31 | 387,319.09 | 351,671.78 | 815,303.00 | 43.13% |
| CAPITAL OUTLAY | 0.00 | 0.00 | 18,198.16 | 0.00 | 182,800.00 | 0.00% |
| TRANSFERS OUT | 942,747.32 | 524,999.97 | 14,168.50 | 20,859.72 | 275,000.00 | 7.59% |
| TO FUND BALANCE | 0.00 | 0.00 | 0.00 | 0.00 | 5,436.00 | 0.00% |
| STORMWATER EXPENDITURES | 952,995.47 | 664,990.28 | 1,080,780.64 | 868,950.32 | 2,013,883.00 | 43.15% |
| LAW ENFORCE FORFEITURE FUND | | | | | | |
| FINES AND FORFEITS | -26,061.00 | -100.00 | -150.00 | -133.33 | -1,000.00 | 13.33% |
| MISC. REVENUE | -405.64 | -587.41 | -2,310.50 | -1,633.62 | -250.00 | 653.45% |
| FORFEITURES FUND REVENUES | -26,466.64 | -687.41 | -2,460.50 | -1,766.95 | -1,250.00 | 141.36% |
| OPERATING EXPENSES | 2,475.61 | 5,007.03 | 2,566.04 | 5,062.00 | 0.00 | 0.00% |
| CAPITAL OUTLAY | 9,293.50 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00% |
| GRANTS AND AIDS | 3,000.00 | 1,500.00 | 2,500.00 | 1,000.00 | 0.00 | 0.00% |
| TO FUND BALANCES | 0.00 | 0.00 | 0.00 | 0.00 | 1,250.00 | 0.00% |
| FORFEITURE FUND EXPENDITURES | 14,769.11 | 6,507.03 | 5,066.04 | 6,062.00 | 1,250.00 | 484.96% |
| DST DEBT SERVICE FUND | | | | | | |
| MISC. REVENUE | 236.28 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00% |
| TRANSFERS IN | -264,695.22 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00% |
| DST DEBT SERVICE REVENUE | -264,458.94 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00% |
| DEBT SERVICE | 354,517.90 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00% |
| DST DEBT SERVICE EXPENDITURES | 354,517.90 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00% |
| STORMWATER DEBT SERVICE FUND | | | | | | |
| MISC. REVENUE | -847.76 | -2,971.97 | -4,663.92 | -2,079.16 | -3,500.00 | 59.40% |
| TRANSFERS IN | -302,222.25 | -302,843.97 | -302,185.53 | -301,016.25 | -401,355.00 | 75.00% |
| STORMWATER DEBT REVENUE | -303,070.01 | -305,815.94 | -306,849.45 | -303,095.41 | -404,855.00 | 74.87% |
| DEBT SERVICE | 402,357.50 | 404,077.60 | 403,659.30 | 402,137.20 | 402,138.00 | 100.00% |
| TO FUND BALANCES | 0.00 | 0.00 | 0.00 | 0.00 | 2,717.00 | 0.00% |
| STORMWATER DEBT EXPENDITURES | 402,357.50 | 404,077.60 | 403,659.30 | 402,137.20 | 404,855.00 | 99.33% |

**CITY OF SEBASTIAN
FUND SUMMARIES
QUARTER ENDING 06/30/20**

| | 2016/2017 3rd Qtr ACTUALS | 2017/2018 3rd Qtr ACTUALS | 2018/2019 3rd Qtr ACTUALS | 2019/2020 3rd Qtr ACTUALS | 2019/2020 Annual BUDGET | 2019/2020 Percent of Budget |
|---------------------------------|---------------------------------|---------------------------------|---------------------------------|---------------------------------|-------------------------------|-----------------------------------|
| <u>GOLF COURSE FUND</u> | | | | | | |
| INTERGOVERNMENTAL REVENUE | 0.00 | -50,000.00 | 0.00 | 0.00 | 0.00 | 0.00% |
| CHARGES FOR SERVICE | -925,120.86 | -1,002,571.94 | -1,157,913.35 | -1,203,086.17 | -1,331,368.00 | 90.36% |
| MISC. REVENUE | -44,554.94 | -67,488.66 | -30,776.74 | -30,578.47 | -39,460.00 | 77.49% |
| TRANSFERS IN | -96,075.00 | -11,320.00 | 0.00 | 0.00 | 0.00 | 0.00% |
| GOLF COURSE FUND REVENUE | -1,065,750.80 | -1,131,380.60 | -1,188,690.09 | -1,233,664.64 | -1,370,828.00 | 89.99% |
| ADMINISTRATION | 532,117.16 | 753,455.38 | 476,527.82 | 465,478.31 | 636,198.00 | 73.17% |
| MAINTENANCE | 464,286.76 | 424,469.51 | 426,640.39 | 436,737.23 | 579,948.00 | 75.31% |
| GOLF COURSE CARTS | 114,574.96 | 138,513.71 | 123,437.10 | 126,359.14 | 154,682.00 | 81.69% |
| GOLF COURSE FUND EXPENSE | 1,110,978.88 | 1,316,438.60 | 1,026,605.31 | 1,028,574.68 | 1,370,828.00 | 75.03% |
| <u>AIRPORT</u> | | | | | | |
| CHARGES FOR SERVICE | -12,293.71 | -12,963.03 | -3,332.79 | 0.00 | 0.00 | 0.00% |
| MISC. REVENUE | -317,381.05 | -376,978.83 | -429,843.41 | -429,385.92 | -569,683.00 | 75.37% |
| TRANSFERS IN | -5,526.00 | 0.00 | 0.00 | -4,691.00 | -4,691.00 | 100.00% |
| AIRPORT REVENUE | -335,200.76 | -389,941.86 | -433,176.20 | -434,076.92 | -574,374.00 | 75.57% |
| ADMINISTRATION | 300,279.61 | 299,134.44 | 379,306.97 | 289,568.31 | 574,374.00 | 50.41% |
| AIRPORT EXPENSE | 300,279.61 | 299,134.44 | 379,306.97 | 289,568.31 | 574,374.00 | 50.41% |
| <u>BUILDING FUND</u> | | | | | | |
| LICENSES & PERMITS | -534,545.90 | -683,716.05 | -623,986.52 | -640,481.82 | -770,500.00 | 83.13% |
| CHARGES FOR SERVICE | -9,061.34 | -10,908.43 | -10,384.94 | -12,198.72 | -12,200.00 | 99.99% |
| FINES AND FORFEITS | -3,721.00 | -4,786.00 | -5,933.50 | -4,048.00 | -6,500.00 | 62.28% |
| MISC. REVENUE | -8,053.99 | -8,386.45 | -12,664.42 | -8,400.02 | -13,770.00 | 61.00% |
| TRANSFERS IN | -23,293.97 | -31,744.00 | -28,775.97 | -28,775.97 | -38,367.00 | 75.00% |
| BUILDING REVENUES | -578,676.20 | -739,540.93 | -681,745.35 | -693,904.53 | -841,337.00 | 82.48% |
| PERSONAL SERVICES | 318,234.17 | 382,717.49 | 416,741.07 | 437,848.10 | 656,691.00 | 66.67% |
| OPERATING EXPENSES | 86,374.80 | 80,200.36 | 72,766.39 | 114,226.33 | 155,652.00 | 73.39% |
| CAPITAL OUTLAY | 0.00 | 0.00 | 0.00 | 0.00 | 22,573.00 | 0.00% |
| TRANSFERS OUT | 119,187.02 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00% |
| TO FUND BALANCES | 0.00 | 0.00 | 0.00 | 0.00 | 6,421.00 | 0.00% |
| BUILDING EXPENSE | 523,795.99 | 462,917.85 | 489,507.46 | 552,074.43 | 841,337.00 | 65.62% |

**CITY OF SEBASTIAN
GENERAL FUND DEPARTMENTS
QUARTER ENDING 06/30/20**

| | 2016/2017 3rd Qtr ACTUALS | 2017/2018 3rd Qtr ACTUALS | 2018/2019 3rd Qtr ACTUALS | 2019/2020 3rd Qtr ACTUALS | 2019/2020 Annual BUDGET | 2019/2020 Percent of Budget |
|---|---------------------------------|---------------------------------|---------------------------------|---------------------------------|-------------------------------|-----------------------------------|
| <u>CITY COUNCIL</u> | | | | | | |
| PERSONAL SERVICES | 17,056.37 | 17,054.81 | 17,062.83 | 17,055.46 | 22,738.00 | 75.01% |
| OPERATING EXPENSES | 19,165.93 | 20,091.97 | 18,212.70 | 18,607.88 | 40,342.00 | 46.13% |
| TOTALS | 36,222.30 | 37,146.78 | 35,275.53 | 35,663.34 | 63,080.00 | 56.54% |
| <u>CITY MANAGER</u> | | | | | | |
| PERSONAL SERVICES | 191,053.44 | 314,379.01 | 208,984.60 | 189,868.09 | 260,782.00 | 72.81% |
| OPERATING EXPENSES | 4,827.86 | 37,546.96 | 8,800.49 | 8,862.55 | 15,745.00 | 56.29% |
| TOTALS | 195,881.30 | 351,925.97 | 217,785.09 | 198,730.64 | 276,527.00 | 71.87% |
| <u>CITY CLERK</u> | | | | | | |
| PERSONAL SERVICES | 109,095.50 | 117,424.37 | 122,895.69 | 126,206.19 | 175,111.00 | 72.07% |
| OPERATING EXPENSES | 28,618.77 | 44,757.29 | 17,760.12 | 49,168.27 | 54,750.00 | 89.81% |
| CAPITAL OUTLAY | 0.00 | 0.00 | 13,982.75 | 0.00 | 0.00 | 0.00% |
| TOTALS | 137,714.27 | 162,181.66 | 154,638.56 | 175,374.46 | 229,861.00 | 76.30% |
| <u>LEGAL</u> | | | | | | |
| PERSONAL SERVICES | 0.00 | 0.00 | 0.00 | 55,724.43 | 98,150.00 | 56.77% |
| OPERATING EXPENSES | 56,559.23 | 75,298.77 | 81,062.20 | 82,624.78 | 83,588.00 | 98.85% |
| TOTALS | 56,559.23 | 75,298.77 | 81,062.20 | 138,349.21 | 181,738.00 | 76.13% |
| <u>ADMINISTRATIVE SERVICES</u> | | | | | | |
| PERSONAL SERVICES | 325,240.68 | 383,214.88 | 398,094.57 | 407,728.25 | 558,801.00 | 72.96% |
| OPERATING EXPENSES | 89,757.57 | 99,867.31 | 109,088.28 | 114,974.79 | 137,616.00 | 83.55% |
| TOTALS | 414,998.25 | 483,082.19 | 507,182.85 | 522,703.04 | 696,417.00 | 75.06% |
| <u>M.I.S. DIVISION</u> | | | | | | |
| PERSONAL SERVICES | 79,255.31 | 181,359.41 | 226,741.25 | 256,043.14 | 350,248.00 | 73.10% |
| OPERATING EXPENSES | 45,161.19 | 108,877.29 | 103,663.31 | 149,614.65 | 188,412.00 | 79.41% |
| CAPITAL OUTLAY | 0.00 | 0.00 | 17,806.16 | 912.11 | 912.00 | 100.01% |
| TOTALS | 124,416.50 | 290,236.70 | 348,210.72 | 406,569.90 | 539,572.00 | 75.35% |
| <u>AUDIO VISUAL DIVISION</u> | | | | | | |
| PERSONAL SERVICES | 67,111.38 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00% |
| OPERATING EXPENSES | 11,092.65 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00% |
| CAPITAL OUTLAY | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00% |
| TOTALS | 78,204.03 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00% |
| <u>POLICE ADMINISTRATION</u> | | | | | | |
| PERSONAL SERVICES | 535,276.68 | 571,357.02 | 552,901.99 | 720,148.47 | 919,839.00 | 78.29% |
| OPERATING EXPENSES | 95,825.91 | 93,059.90 | 102,451.85 | 105,315.41 | 155,440.00 | 67.75% |
| CAPITAL OUTLAY | 0.00 | 19,500.00 | 0.00 | 19,694.00 | 20,000.00 | 98.47% |
| TOTALS | 631,102.59 | 683,916.92 | 655,353.84 | 845,157.88 | 1,095,279.00 | 77.16% |
| <u>POLICE PATROL</u> | | | | | | |
| PERSONAL SERVICES | 1,757,302.80 | 2,052,270.37 | 2,410,348.72 | 2,374,935.29 | 3,079,499.00 | 77.12% |
| OPERATING EXPENSES | 203,090.62 | 197,552.63 | 229,575.78 | 164,240.27 | 304,489.00 | 53.94% |
| CAPITAL OUTLAY | 19,372.80 | 19,712.03 | 17,878.25 | 32,557.87 | 46,316.00 | 70.30% |
| TOTALS | 1,979,766.22 | 2,269,535.03 | 2,657,802.75 | 2,571,733.43 | 3,430,304.00 | 74.97% |
| <u>CODE ENFORCEMENT DIVISION</u> | | | | | | |
| PERSONAL SERVICES | 111,448.97 | 117,864.63 | 122,638.85 | 126,382.73 | 171,610.00 | 73.65% |
| OPERATING EXPENSES | 11,789.88 | 13,636.92 | 12,607.78 | 11,251.12 | 20,038.00 | 56.15% |
| TOTALS | 123,238.85 | 131,501.55 | 135,246.63 | 137,633.85 | 191,648.00 | 71.82% |
| <u>POLICE INVESTIGATIONS</u> | | | | | | |
| PERSONAL SERVICES | 439,965.59 | 515,937.36 | 501,266.29 | 688,184.12 | 891,625.00 | 77.18% |
| OPERATING EXPENSES | 78,532.62 | 75,516.45 | 86,002.98 | 95,436.64 | 131,773.00 | 72.43% |
| CAPITAL OUTLAY | 5,188.16 | 0.00 | 30,296.95 | 27,109.28 | 25,553.00 | 106.09% |
| TOTALS | 523,686.37 | 591,453.81 | 617,566.22 | 810,730.04 | 1,048,951.00 | 77.29% |
| <u>POLICE COMMUNICATIONS</u> | | | | | | |
| PERSONAL SERVICES | 435,008.43 | 440,650.66 | 439,637.93 | 437,568.29 | 642,853.00 | 68.07% |
| OPERATING EXPENSES | 8,868.01 | 6,356.06 | 7,696.97 | 7,809.01 | 10,840.00 | 72.04% |
| TOTALS | 443,876.44 | 447,006.72 | 447,334.90 | 445,377.30 | 653,693.00 | 68.13% |

**CITY OF SEBASTIAN
GENERAL FUND DEPARTMENTS
QUARTER ENDING 06/30/20**

| | 2016/2017 3rd Qtr ACTUALS | 2017/2018 3rd Qtr ACTUALS | 2018/2019 3rd Qtr ACTUALS | 2019/2020 3rd Qtr ACTUALS | 2019/2020 Annual BUDGET | 2019/2020 Percent of Budget |
|---|--|--|--|--|--|--|
| <u>ENGINEERING</u> | | | | | | |
| PERSONAL SERVICES | 216,809.89 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00% |
| OPERATING EXPENSES | 179,253.07 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00% |
| CAPITAL OUTLAY | 31,298.60 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00% |
| TOTALS | 427,361.56 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00% |
| <u>ROADS AND DRAINAGE</u> | | | | | | |
| PERSONAL SERVICES | 278,838.17 | 361,884.30 | 374,165.40 | 432,096.94 | 600,579.00 | 71.95% |
| OPERATING EXPENSES | 53,842.10 | 258,224.00 | 249,886.53 | 259,129.38 | 351,771.00 | 73.66% |
| CAPITAL OUTLAY | 3,639.35 | 7,544.00 | 55,742.95 | 39,190.25 | 39,550.00 | 99.09% |
| TOTALS | 336,319.62 | 627,652.30 | 679,794.88 | 730,416.57 | 991,900.00 | 73.64% |
| <u>STORMWATER UTILITY DIVISION</u> | | | | | | |
| PERSONAL SERVICES | 261,235.67 | 448,527.52 | 0.00 | 0.00 | 0.00 | 0.00% |
| OPERATING EXPENSES | 246,505.34 | 340,948.20 | 0.00 | 0.00 | 0.00 | 0.00% |
| CAPITAL OUTLAY | 0.00 | 2,262.95 | 0.00 | 0.00 | 0.00 | 0.00% |
| TOTALS | 507,741.01 | 791,738.67 | 0.00 | 0.00 | 0.00 | 0.00% |
| <u>CENTRAL GARAGE</u> | | | | | | |
| PERSONAL SERVICES | 134,331.24 | 141,135.75 | 148,251.84 | 133,895.26 | 186,004.00 | 71.99% |
| OPERATING EXPENSES | 17,537.25 | 19,578.47 | 18,862.14 | 13,863.86 | 26,354.00 | 52.61% |
| CAPITAL OUTLAY | 2,334.99 | 0.00 | 9,595.01 | 0.00 | 0.00 | 0.00% |
| TOTALS | 154,203.48 | 160,714.22 | 176,708.99 | 147,759.12 | 212,358.00 | 69.58% |
| <u>FACILITIES MAINTENANCE</u> | | | | | | |
| PERSONAL SERVICES | 70,327.02 | 90,960.87 | 120,150.05 | 207,088.86 | 279,793.00 | 74.02% |
| OPERATING EXPENSES | 172,458.63 | 161,648.49 | 148,485.77 | 169,255.67 | 254,235.00 | 66.57% |
| CAPITAL OUTLAY | 80,551.88 | 49,983.50 | 4,705.00 | 42,526.00 | 42,665.00 | 99.67% |
| TOTALS | 323,337.53 | 302,592.86 | 273,340.82 | 418,870.53 | 576,693.00 | 72.63% |
| <u>LEISURE SERVICES</u> | | | | | | |
| PERSONAL SERVICES | 390,877.88 | 367,936.02 | 558,575.12 | 566,117.56 | 819,797.00 | 69.06% |
| OPERATING EXPENSES | 292,641.01 | 281,917.39 | 176,070.93 | 160,112.94 | 229,455.00 | 69.78% |
| CAPITAL OUTLAY | 5,157.00 | 1,350.00 | 140,639.51 | 85,974.26 | 164,175.00 | 52.37% |
| TOTALS | 688,675.89 | 651,203.41 | 875,285.56 | 812,204.76 | 1,213,427.00 | 66.93% |
| <u>CEMETERY</u> | | | | | | |
| PERSONAL SERVICES | 100,297.54 | 111,421.07 | 108,168.54 | 114,287.57 | 151,217.00 | 75.58% |
| OPERATING EXPENSES | 20,877.15 | 20,343.80 | 25,863.11 | 21,001.04 | 28,459.00 | 73.79% |
| CAPITAL OUTLAY | 0.00 | 8,490.96 | 0.00 | 0.00 | 0.00 | 0.00% |
| TOTALS | 121,174.69 | 140,255.83 | 134,031.65 | 135,288.61 | 179,676.00 | 75.30% |
| <u>COMMUNITY DEVELOPMENT</u> | | | | | | |
| PERSONAL SERVICES | 124,077.73 | 257,245.35 | 241,494.02 | 285,901.51 | 424,845.00 | 67.30% |
| OPERATING EXPENSES | 13,216.11 | 18,458.06 | 15,633.99 | 97,325.38 | 148,705.00 | 65.45% |
| CAPITAL OUTLAY | 0.00 | 0.00 | 0.00 | 14,649.50 | 16,474.00 | 88.92% |
| TOTALS | 137,293.84 | 275,703.41 | 257,128.01 | 397,876.39 | 590,024.00 | 67.43% |
| <u>NON-DEPARTMENTAL</u> | | | | | | |
| PERSONAL SERVICES | 212,925.68 | 213,125.38 | 216,311.41 | 179,690.08 | 284,350.00 | 63.19% |
| OPERATING EXPENSES | 574,925.57 | 590,346.07 | 625,235.84 | 621,121.22 | 701,557.00 | 88.53% |
| CAPITAL OUTLAY | 1,765.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00% |
| TRANSFERS OUT | 458,747.72 | 69,237.44 | 23,243.95 | 4,691.00 | 4,691.00 | 100.00% |
| TOTALS | 1,248,363.97 | 872,708.89 | 864,791.20 | 805,502.30 | 990,598.00 | 81.31% |
| TOTAL GENERAL FUND | 8,690,137.94 | 9,345,855.69 | 9,118,540.40 | 9,735,941.37 | 13,161,746.00 | 73.97% |

**CITY OF SEBASTIAN
CAPITAL PROJECT STATUS REPORT AS OF June 30, 2020**

| Project Number | Description | Budget Share | | Project Budget | Expenditures | | Percent Expended | Funds | |
|--------------------|---|----------------|----------------------|----------------------|---------------------|----------------|---------------------|---------------------|-------------|
| | | Budget Sources | (in Thousands of \$) | | To Date | Encumbrances | | Remaining | |
| FY2017 | | | | | | | | | |
| A1765 | Oyster Bag Program (COMPLETE) | IRLC | 12.5 | 12,530 | 12,530 | 100.00% | - | - | - |
| | | | | \$ 12,530 | \$ 12,530 | 100.00% | \$ - | \$ - | \$ - |
| FY2018 | | | | | | | | | |
| A1811 | Generators | DST | 175.2 | 175,247 | 109,677 | 62.58% | 65,570 | - | - |
| A1820 | Pickleball (COMPLETE) | DST | 16 | 16,062 | 16,062 | 100.00% | - | - | - |
| A1823 | Cemetery Improvements | CTF | 150 | 150,000 | 11,988 | 7.99% | 6,265 | 131,747 | - |
| A1824 | Working Waterfront Phase 3 | DST | 26 | 25,700 | 19,875 | 77.34% | 5,825 | - | - |
| A1860 | Stonecrop Drainage | DST | 19 | 19,145 | 12,313 | 64.31% | 6,833 | - | - |
| A1854 | Taxiway C Construction | FAA/FDOT/DST | 2,216/109.6/178 | 2,503,596 | 2,550,074 | 101.86% | - | - | (46,478) |
| TOTAL | | | | \$ 2,889,750 | \$ 2,719,989 | 94.13% | \$ 84,492 | \$ 85,269 | |
| FY2019 | | | | | | | | | |
| A1920 | Working Waterfront Phase 3 | FIND/DST | 170/250 | 420,000 | 19,671 | 4.68% | 2,997 | 397,332 | - |
| A1921 | Pickleball | DST/RIF | 197/423 | 619,762 | 546,408 | 88.16% | 61,493 | 11,861 | - |
| A1922 | Bark Park Shade Structures (COMPLETE) | RIF | 14 | 14,000 | 14,000 | 100.00% | - | - | - |
| A1925 | Park Signage | RIF | 125 | 125,000 | 22,990 | 18.39% | 102,010 | - | - |
| A1928 | Yacht Club Pier | RIF | 40 | 40,000 | - | 0.00% | 27,820 | 12,180 | - |
| A1930 | Indian River Drive Corridor Improvements | LOGT | 53.4 | 53,419 | 53,419 | 100.00% | - | - | - |
| A1931 | Street Repaving & Reconstruction (COMPLETE) | LOGT | 8 | 8,000 | 8,000 | 100.00% | - | - | - |
| A1932 | CavCorp Parking Lot (COMPLETE) | DST | 47.5 | 47,545 | 47,545 | 100.00% | - | - | - |
| A1960 | Stonecrop Drainage | DST | 14.5 | 14,500 | 12,000 | 82.76% | 2,500 | - | - |
| A1952 | Construct Hangar D | FDOT/DST | 1,800/450 | 2,250,000 | 135,241 | 6.01% | 2,127,290 | - | (12,530) |
| TOTAL | | | | \$ 3,592,226 | \$ 859,273 | 23.92% | \$ 2,324,111 | \$ 408,842 | |
| FY2020 | | | | | | | | | |
| A2000 | Server Host/Update (COMPLETE) | DST | 43.2 | 43,196 | 43,195 | 100.00% | - | - | 1 |
| A2001 | PD & City Computers | DST | 85 | 85,000 | 80,951 | 95.24% | - | 4,049 | - |
| A2002 | Audio Visual Equipment | DST | 5 | 5,000 | 3,780 | 75.60% | - | 1,220 | - |
| A2003 | Network Infrastructure | DST | 26.8 | 26,804 | 9,984 | 37.25% | - | 16,820 | - |
| A2004 | PD Vehicles & Equipment | DST | 355 | 355,000 | 14,670 | 4.13% | 337,875 | 2,456 | - |
| A2005 | PD Dispatch Radios & Equip | DST | 203 | 203,000 | 151,049 | 74.41% | 14,721 | 37,230 | - |
| A2006 | Evidence Compound Paving & Carport | DST | 40 | 40,000 | - | 0.00% | 10,046 | 29,954 | - |
| A2007 | CDBG Grant Program | CDBG | 123.7 | 123,674 | 4,250 | 3.44% | 19,424 | 100,000 | - |
| A2008 | COVID-19 Expenses | 0 | 0 | - | 23,690 | n/a | - | (23,690) | - |
| A2020 | BSSC Football Bleachers | RIF | 20 | 20,000 | 14,237 | 71.18% | - | 5,763 | - |
| A2021 | BSSC Baseball Dugouts | RIF | 80 | 80,000 | - | 0.00% | - | 80,000 | - |
| A2022 | BSSC Field Fencing | RIF | 93 | 93,000 | - | 0.00% | - | 93,000 | - |
| A2024 | Park Improvements | RIF | 20 | 20,000 | - | 0.00% | - | 20,000 | - |
| A2025 | Community Center Office | DST | 40 | 40,000 | - | 0.00% | - | 40,000 | - |
| A2026 | Renovate Golf Tees | DST | 50 | 50,000 | 8,000 | 16.00% | - | 42,000 | - |
| A2027 | GC Clubhouse Water Hookup | DST | 60 | 60,000 | 54,438 | 90.73% | - | 5,562 | - |
| A2028 | Riverview Park Sidewalks | LOGT / CRA | 46.5 / 32 | 78,623 | - | 0.00% | 78,622 | - | - |
| A2030 | Relocate Public Facilities Compound | DST | 5088.9 | 5,088,899 | - | 0.00% | - | 5,088,899 | - |
| A2031 | Street Reconstruction (COMPLETE) | LOGT/DST | 108.8/320.5 | 429,319 | 429,319 | 100.00% | - | - | - |
| A2032 | Cape & MicroSeal Roadways (COMPLETE) | LOGT | 304 | 303,971 | 303,971 | 100.00% | - | - | - |
| A2033 | Cape Seal Roadways (COMPLETE) | LOGT | 52 | 52,046 | 52,046 | 100.00% | - | - | - |
| A2034 | Milling & Paving (COMPLETE) | LOGT | 142 | 142,026 | 142,026 | 100.00% | - | - | - |
| A2050 | Construct Taxi Lane | FAA/FDOT/DST | 462/25.6/25.6 | 513,246 | - | 0.00% | 69,883 | 443,363 | - |
| A2060 | Roadway Swale Work | SW | 60 | 60,000 | 20,860 | 34.77% | 39,140 | - | - |
| A2061 | Canal Improvements | SW | 500 | 500,000 | - | 0.00% | - | 500,000 | - |
| A2062 | Stonecrop Drainage | FEMA/DST | 645/215 | 860,000 | - | 0.00% | 2,500 | 857,500 | - |
| A2063 | Septic to Sewer Grant Program | IRLC/CRA | 100/100 | 200,000 | 44,347 | 22.17% | - | 155,653 | - |
| GRAND TOTAL | | | | \$ 9,472,804 | \$ 1,400,812 | 14.79% | \$ 572,211 | \$ 7,499,780 | |
| | | | | \$ 15,967,310 | \$ 4,992,604 | 31.27% | \$ 2,980,814 | \$ 7,993,891 | |

QUARTERLY INVESTMENT REPORT FOR THE QUARTER ENDED JUNE 30, 2020

At June 30, 2020, the total of the City's cash and investments were \$17,009,096.55. Of this, \$12,581,270.88 was held in an interest bearing checking account at Seacoast National Bank, \$3,882,596.58 was invested with the State Board of Administration and \$545,229.09 is deposited with Florida Trust, which invest in short-term bonds. The City did not purchase any new securities during the quarter and does not hold any direct investments in government securities. Returns at the end of the quarter were .43% for the Bank and .57% for the State Board. The average annualized return over the 3 months of this quarter from the deposit with Florida Trust was 6.22%. The Bank returns and State Board dropped primarily due to reactions of the bond market and Federal Reserve.

| SEACOAST NATIONAL BANK | | | STATE BOARD OF ADMINISTRATION (SBA) | | |
|--|-------------------------|----------------|--|------------------------|----------------|
| <u>CASH BALANCE ALLOCATION</u> | <u>CURRENT BALANCE</u> | <u>PERCENT</u> | <u>INVESTMENT ALLOCATION</u> | <u>CURRENT BALANCE</u> | <u>PERCENT</u> |
| General Fund | \$ 3,757,619.88 | 29.87% | General Fund | \$ 911,088.84 | 23.47% |
| Local Option Gas Tax Fund | 52,467.52 | 0.42% | Local Option Gas Tax Fund | - | 0.00% |
| Discretionary Sales Tax Fund | 4,944,427.23 | 39.30% | Discretionary Sales Tax Fund | 1,197,055.68 | 30.83% |
| Riverfront Redevelopment Fund | 450,474.19 | 3.58% | Riverfront Redevelopment Fund | 108,987.83 | 2.81% |
| Parking In-Lieu-Of Fund | - | 0.00% | Parking In-Lieu-Of Fund | 59,593.16 | 1.53% |
| Recreation Impact Fee Fund | 216,950.21 | 1.72% | Recreation Impact Fee Fund | 52,642.10 | 1.36% |
| Stormwater Utility Fund | 1,595,433.19 | 12.68% | Stormwater Utility Fund | 387,510.74 | 9.98% |
| Law Enforcement Forfeiture Fund | 1,430.17 | 0.01% | Law Enforcement Forfeiture Fund | 31,316.05 | 0.81% |
| Stormwater Series 2003 Debt Service Fund | 110,607.41 | 0.88% | Stormwater Series 2003 Debt Service Fund | - | 0.00% |
| Capital Projects Fund | (23,667.36) | -0.19% | Capital Projects Fund | - | 0.00% |
| Capital Improvements Fund | - | 0.00% | Capital Improvements Fund | - | 0.00% |
| Transportation Fund | (0.10) | 0.00% | Transportation Fund | - | 0.00% |
| Stormwater Projects Fund | 232,755.85 | 1.85% | Stormwater Projects Fund | - | 0.00% |
| Golf Course Fund | 193,120.62 | 1.53% | Golf Course Fund | - | 0.00% |
| Airport Fund | 308,282.15 | 2.45% | Airport Fund | - | 0.00% |
| Airport Projects Fund | (183,327.64) | -1.46% | Airport Projects Fund | - | 0.00% |
| Building Department Fund | 628,750.36 | 5.00% | Building Department Fund | 226,041.71 | 5.82% |
| Cemetery Trust Fund | 295,197.20 | 2.35% | Cemetery Trust Fund | 816,020.47 | 21.02% |
| Performance Deposits Fund | 750.00 | 0.01% | Performance Deposits Fund | 92,340.00 | 2.38% |
| Total Bank Balance | \$ 12,581,270.88 | 100.00% | Total SBA Balance | \$ 3,882,596.58 | 100.00% |

INTERFUND LOANS REPORT

| Fund Making Loans | Purpose | 10/01/19 Balance | Scheduled Payments | Balance at 9/30/2020 | Remarks/Terms |
|---------------------------------|-------------------------|---------------------|-----------------------|-------------------------|---|
| GENERAL FUND: | | | | | |
| Due from Golf Course | Cash Flow Loan | \$500,000 | None | \$500,000 | Pay \$25K/Year or More Starting FY 20/21. |
| Due from Airport Fund | Grant Match Loan | \$150,000 | None | \$150,000 | Pay \$150K in FY 20/21. |
| DISCRETIONARY SALES TAX: | | | | | |
| Due from Airport Fund | \$285,000 Hangar A | \$275,020 | \$6,999 | \$268,021 | 5 Years @ 3%, Then 4% for 25 Years. |
| Due from Airport Fund | \$267,511 Hangar B | \$261,894 | \$2,024 | \$259,870 | 5 Years @ 3%, Then 4% for 25 Years. |
| BUILDING FUND: | | | | | |
| Due from Golf Course | \$700,000 Irrigation | \$645,610 | \$30,154 | \$615,456 | 20 Year, Each 5 Years Adjust to T-Bond Minus 1%. |
| Due from Golf Course | \$559,684 Other Repairs | \$559,684 | None | \$559,684 | Pay When Possible, Maybe After \$700,000 is paid. |



To: Mayor and City Council
Thru: Paul Carlisle, City Manager
From: Kenneth W. Killgore, Administrative Services Director
Date: July 29, 2020
Re: 3rd Quarter Accomplishments Fiscal Year 2020

The following are the 3rd Quarter Accomplishments for City Departments as assembled and edited by the Administrative Services Department for the three months ended June 30, 2020.

CITY CLERK

Legislative Support Matters

- City Clerk prepared agenda, attended/recorded three Regular City Council meetings, three special meetings.
- Completed follow up of approved Council matters – contracts, letters, e-mails, scanned to LF and indexed.
- Five resolutions adopted by Council.
- Four proclamations prepared for presentation by Mayor.
- Provided monthly City calendars and revisions to Council, City staff and press.
- Coordinated attendance of clergy for Council meeting invocations.
- Distributed one Code and one LDC supplement.
- Responded to 99 public records requests.
- 116 cubic feet of paper records met retention along with duplicate and OSA records destroyed by shredding vendor.
- Transferred and documented two bid records and eighteen Finance boxes for storage.

Election Matters

- Pre-qualified two candidates for 2020 Election.
- Accepted two campaign treasurer's reports.
- Process and delivered first round petitions for Recall Campaign.
- Printed 18,000 Petition Recall Defense Statements.

City Board Matters

- Noticed vacancies, prepared five board appointments, notified and provided info to appointees, updated Board Handbook and distributed pages.
- City Clerk prepared agenda, attended/recorded one CRA, one BOA within Council Meetings.
- Records Clerk published all scanned City board packets to City website, Facebook, Laserfiche and also provided to press and Council.

Cemetery Matters

- Certificates of Interment Rights issued for 16 locations for a total of \$17,200.00.
- Scanned all cemetery records as sold or amended for permanent retention.

Personnel/Educational Matters

- Records Clerk attended one project management meetings.
- City Clerk and Records Clerk attended CivicPlus Website Redesign Training.

Community Matters

- Responded to or forwarded CITYSEB emails to appropriate departments.
- Installed sneeze guards, practicing CDC guidelines to prevent coronavirus infection.

ADMINISTRATIVE SERVICES

- Worked with the State and FEMA to pursue remaining reimbursements due on Hurricane Matthew.
- Provided administrative support to the Police Pension Board.
- Prepared drafts of the FY2021 Budget and Capital Program.
- Presented Recommended FY2021 Budget and Capital Program to the Budget Committee..
- Prepared 2nd Quarter Budget Amendment and made presentation to Budget Committee and City Council.
- Handled normal processing of payroll, accounts payable and cashing.
- Maintained listing of current capital projects and held frequent meetings with project managers to monitor progress.
- Coordinated the quarterly employee investment meetings with the ICMA representative.
- Monitored and completed required grant paperwork on Airport and other grants.
- Monitored and approved payments on major contracts.
- Recruited, interviewed and hired replacements for vacant positions.
- Worked on review and updating of records on City contracts and agreements.
- Completed review and made amendments for cyber liability insurance on agreements with consultants to the Police Pension Board.
- Worked on review and updating of the purchasing procedures.

POLICE DEPARTMENT

Administration

- Continued review of agency policies per accreditation standards.
- Participated in Mock Accreditation Assessment.
- Conducted several interviews for 911 dispatcher positions on ZOOM.
- Attended 4 additional ZOOM Meetings.
- Continued our quarterly auditing and inspection of the police building and equipment.
- Administration attended 7 Council meetings.
- Responded to 7 public records requests.
- Submitted 2020/2021 Budget Proposals.
- Held Change of Command Ceremony to replace outgoing Chief of Police.
- Participated in numerous countywide conference calls for COVID-19. Continued review of agency policies per accreditation standards.

Volunteers

- The Community Service Volunteers worked a total of 1,117 hours during this quarter.
- 7 bank deposit details were made. This service is done for City Hall so employees do not have to leave their assigned duties.
- 0 traffic control details were assigned. These consist of directing traffic at city events, road closures, etc.
- 332 house watches/close patrols were completed.
- 24 vehicle transports were made consisting of taking the vehicles to different locations for repairs, etc.
- 273 business checks were made. These business checks are conducted to help patrol officers keep an eye on the business community which helps reduce crime.
- 82 area checks of banks were made. Visual marked units around the banks at various times helps to deter crime.
- 21 Airport checks were made. The visibility helps to deter crime.
- 10 special details were assigned.
- 4 miscellaneous assists for law enforcement personnel.
- 56 paper runs, i.e.: State Attorney's Office, Sheriff's Office, etc. The volunteers pick up and deliver packages such as council packages, State Attorney paperwork, and miscellaneous items as needed.
- Assisted with traffic control on 1 traffic crash scene.
- 0 warnings for handicapped parking tickets issued and 0 warnings for other parking infractions issued.
- 26 citizen contacts.
- 238 miscellaneous jobs.
- 17 hours of Escorts were completed.
- Volunteer services resumed on May 18, 2020, after being ended March 13th due to COVID-19.

School Resource Officers

The SRO Quarterly is not available because the officers were reassigned to patrol duties due to COVID-19.

Road Patrol and Special Operations

- Officers were dispatched to 7738 calls for service, and self-initiated 5152 events.
- 60 adult and 0 juvenile arrests were made.
- Officers issued 115 citations, 22 parking citation, and 230 written warnings.
- Officers completed 427 offense reports and 64 crash reports.

Special Operations

| | <u>Citations</u> | <u>Warnings</u> | <u>Incident Reports</u> | <u>Arrests</u> |
|-------------------------|-------------------------------|-----------------|-------------------------|----------------|
| Traffic Unit | 44 | 29 | 22 | 2 |
| Boat Officers | (Assigned to shift coverage.) | | | |
| K-9 Ofc's (41/38/59/42) | 16 | 53 | 19 | 4 |

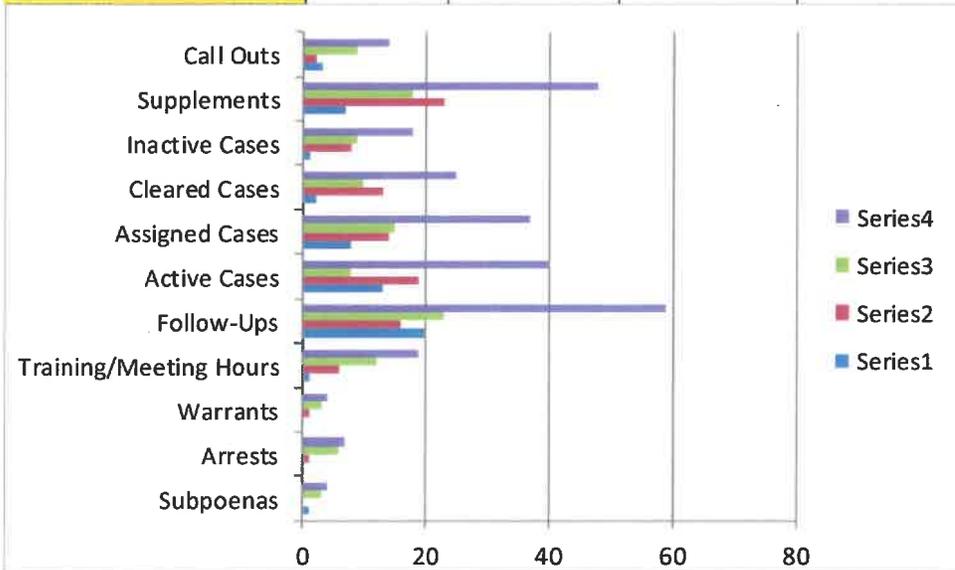
K-9 Unit

- K-9 Training Hours: 272
- Misdemeanor Arrests: 2
- Felony Arrests: 4
- Narcotic Searches: 19
- Activity Reports: 4
- K-9 Demonstrations: 0
- Schools Attended: K-9 Narcotic Certification.
- Additional Training Hours: 0
- Agency Assisted: Indian River County K-9 Training Hours: 410

Road Patrol and Special Operations have continued to professionally serve the community by patrolling the city in order to deter crime and maintain the community policing philosophy. Officers and sergeants maintain their skills by attending mandatory and advanced training throughout the year.

Detectives

| Quarter 2 | April | May | June | Totals |
|------------------------|-------|-----|------|--------|
| Subpoenas | 1 | 0 | 3 | 4 |
| Arrests | 0 | 1 | 6 | 7 |
| Warrants | 0 | 1 | 3 | 4 |
| Training/Meeting Hours | 1 | 6 | 12 | 19 |
| Follow-Ups | 20 | 16 | 23 | 59 |
| Active Cases | 13 | 19 | 8 | 40 |
| Assigned Cases | 8 | 14 | 15 | 37 |
| Cleared Cases | 2 | 13 | 10 | 25 |
| Inactive Cases | 1 | 8 | 9 | 18 |
| Supplements | 7 | 23 | 18 | 48 |
| Call Outs | 3 | 2 | 9 | 14 |



Community Policing & Crime Prevention Officer

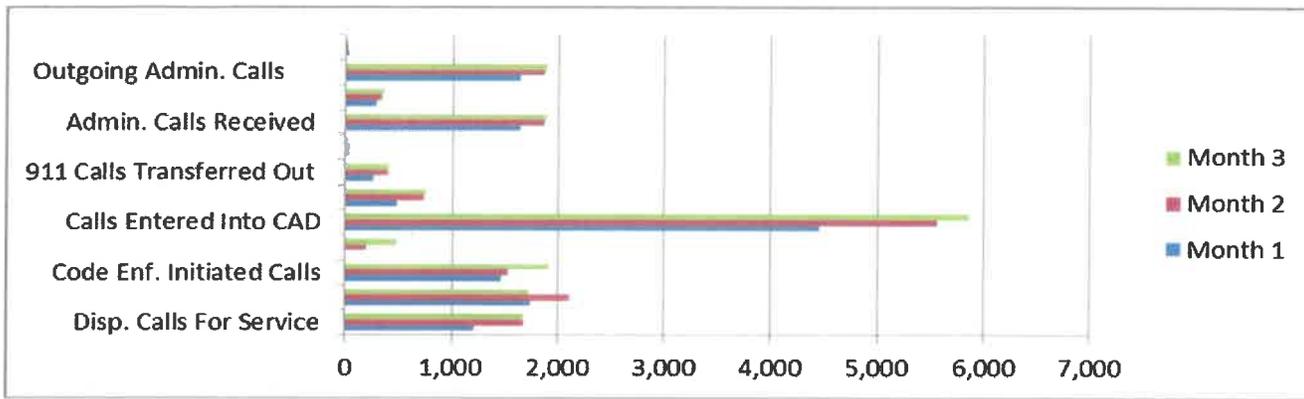
| | April | May | June | TOTALS |
|----------------------------------|-------|-----|------|--------|
| SUBPOENAS | 1 | 0 | 1 | 2 |
| ARRESTS | 2 | 1 | 0 | 3 |
| WARRANTS | 2 | 1 | 0 | 3 |
| TRAINING/MEETINGS (hours) | 4 | 10 | 8 | 26 |
| FOLLOW-UPS | 4 | 5 | 5 | 14 |
| ACTIVE CASES | 0 | 8 | 3 | 11 |
| ASSIGNED CASES | 4 | 5 | 5 | 14 |
| CLEARED CASES | 4 | 4 | 2 | 10 |
| INACTIVE CASES | 0 | 0 | 0 | 0 |
| SUPPLEMENTS | 7 | 10 | 9 | 26 |
| SURVEILLANCE (HOURS) | 15 | 15 | 20 | 50 |

COPE QUARTERLY REPORT

| ACTIVITY | HOURS | | | | |
|---------------------------|-------|---|---|--|--|
| COMMUNITY EVENTS | 0 | Community Events: Honor Flight - 6 SO BBQ - 10 Bagged by Cops - 6 MLK Parade - 4 Read To Students - 3 Night to Shine - 6 | Community Meetings zoom: Exchange Club -2 Rotary Club-2 EOC-2 | Training and Schools: Crime prevention - 0 EOC – 0 Rifle – 0 Vehicle Operation – 0 FCPA Meeting – 0 | In-Service Inst New hire – 2 Firearms – 0 Tactical Build – 0 Rifle – 0 |
| AGENCY OUTREACH EVENTS | 4 | | | | |
| COMMUNITY MEETINGS | 6 | | | | |
| SCHOOL-RELATED EVENTS | 0 | | | | |
| PUBLIC TRAINING CLASSES | 0 | Public Training Classes: S.A.F.E. Women Class -0 | School Related Events: Pelican Island Elem- 0 Sebastian Elem-0 Sebastian Charter Jr-0 | Admin & Research: Pension Board -2 Special Events -6 Monthly Chief's Brief Leadership Meeting SRO -0 Awards | Social Media Management: Facebook -6 Twitter Instagram Sebastian PD App TV Interviews PSA – 2 Radio- |
| REGIONAL OUTREACH | 0 | | | | |
| SRO Coverage | 2 | | | | |
| EXPLORER POST ACTIVITIES | 6 | Agency Outreach: Trailer - 4 | Regional Outreach: Crime Stoppers -0 | | |
| TRAINING AND SCHOOLS | 0 | | | | |
| IN-SERVICE INSTRUCTION | 2 | Explorer Post Activities: 6 | SRO: - 32 | | |
| SOCIAL MEDIA MANAGEMENT | 40 | | | | |
| ADMINISTRATION & RESEARCH | 8 | | | | |
| ROAD PATROL COVERAGE | 600 | | | | |

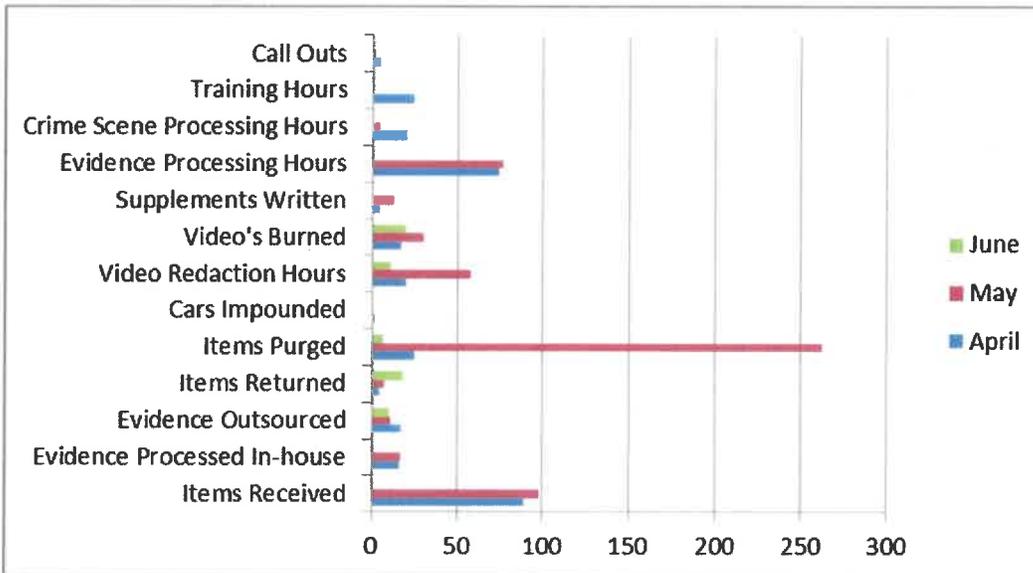
Communications Division

| Quarter | April | May | June | Totals |
|---------------------------|-------|-------|-------|--------|
| Disp. Calls For Service | 1,215 | 1,676 | 1,684 | 4,575 |
| Officer Initiated Calls | 1,738 | 2,104 | 1,735 | 5,577 |
| Code Enf. Initiated Calls | 1,459 | 1523 | 1,913 | 4,895 |
| Volunteer Initiated Calls | 0 | 189 | 486 | 675 |
| Calls Entered Into CAD | 4,451 | 5,570 | 5,864 | 15,885 |
| 911 Calls Received | 483 | 736 | 757 | 1,976 |
| 911 Calls Transferred Out | 249 | 395 | 408 | 1,052 |
| 911 Hang-up Calls | 29 | 38 | 30 | 97 |
| Admin. Calls Received | 1,641 | 1,869 | 1,889 | 5,399 |
| Admin. Calls Transferred | 277 | 327 | 354 | 958 |
| Outgoing Admin. Calls | 1,641 | 1,869 | 1,889 | 5,399 |
| Training/Meeting Hours | 25 | 18 | 16 | 59 |



Crime Scene/Evidence

| Quarter 2 | April | May | June | Totals |
|------------------------------|-------|-----|------|--------|
| Items Received | 89 | 98 | 0 | 89 |
| Evidence Processed In-house | 16 | 17 | 0 | 16 |
| Evidence Outsourced | 17 | 11 | 10 | 38 |
| Items Returned | 4 | 7 | 18 | 29 |
| Items Purged | 25 | 262 | 6 | 0 |
| Cars Impounded | 1 | 0 | 0 | 1 |
| Video Redaction Hours | 20 | 58 | 11 | 89 |
| Video's Burned | 17 | 30 | 20 | 67 |
| Supplements Written | 4 | 12 | 0 | 16 |
| Evidence Processing Hours | 74 | 76 | 0 | 150 |
| Crime Scene Processing Hours | 20 | 4 | 0 | 24 |
| Training Hours | 24 | 0 | 0 | 24 |
| Call Outs | 4 | 1 | 0 | 5 |



Code Enforcement

Of the 4,925 code calls for the quarter the following is a breakdown of some specific calls made:

- Issued 1,128 written warnings. This range from grass and weeds too high, trailers parked in front of the property line, trash and debris, yard sale permits, overgrowth of adjoining lot, no permit for a fence install, etc.
- 84 property inspections for title companies and 71 sign violations.
- 752 Code Services.
- 814 re-inspections, 86 violations were not complied with, 66 were posted for abatement, 2 abated by vendors.
- 658 violations complied.
- 1 Lien filed, 10 liens released.
- 61 violation letters sent for various reasons such as grass and weeds too tall, trash and debris, overgrown lots, etc. to gain compliance.
- There were no calls for water violation during the third quarter.

Alarm Assessment

- \$240.00 in alarm permits (new and renew)
- \$0.00 in false alarms fines
- 126 alarm responses by officers, 57 of these were false.
- 14 New permits issued.

ROADS

Asphalt

- Filled various pothole complaints around town with cold patch as complaints come in.
- Unable to get hot mix due to covid-19 shutdowns.

Concrete

- Cut out and re-poured broken curb and gutter in South Easy St. community.
- Poured small pad around back flow preventer at golf course.
- Cut and re-poured two sections of broken sidewalk on Bailey Ave.
- Dug out and poured four concrete footers in various locations for speed radar signs installed by the sign shop.
- Formed and poured new walkways at Riverview Park with new walk bridge installations.
- Poured four headwalls near walk bridges at Riverview Park.
- Poured 40 headwalls for Stormwaters replacement project.
- Grinded trip hazard complaints along city sidewalks.

Miscellaneous

- Scraped road edge with skid steer along Bob Circle.
- Dug out old base in the sign shop parking lot.
- Hauled millings and installed new parking lot for sign shop.
- Milled parking spot at compound with crushed millings.
- Laid sod near walk bridges at Riverview Park.
- Repaired and replaced guard rail along Indian River Dr. near Riverview Park.
- Used front loader to grind debris at dump site in the airport.
- Edged and cleaned curb and gutter along powerline road and sidewalks.
- Installed new planks and rails to replace broken ones along city walk bridges.
- Pressure washed metal frames on city walk bridges.
- Built 20 forms for Stormwater headwalls project.
- Dug out Main St. boat ramp (2).
- Cleaned out back of building of Public Works compound.
- Stripped old grass and laid new sod at football fields and installed milling pads for new bleachers.
- Removed old bleachers from football fields.
- Advanced M.O.T Training.

Right of ways

- Mowed all city owned bridges and other right of ways multiple times.
- Mowed back side of Harbor lights hotel multiple times.
- Trimmed hedges along powerline road.
- Cut empty lot right of ways everyday with John Deere side arm tractor on south side of county road 512.

Sign Shop

- Signage and Installation.
 - Created; 71
 - Signs Installed: 62
 - Signs Straightened: 55
- Traffic Studies: 3
- GIS Location: 31
- Decals: 7
- **Pavement Markings**
 - Stop Bars: 102
 - Yellow Line Striping: 19,101 Ln ft.
 - White Line Striping: 16,080 Ln ft.
 - Parking Lots: 0
 - Cross Walks: 20
- **Special Projects**
 - Stop bar and crosswalk painting Section 1: (95% Completed).
 - City Bridges: (75% Completed).
 - Laconia St./Roseland Rd. Island: (10% Completed).
- **New Projects**
 - Parking Lot Painting River Front Park: (Complete).
 - Painting Barber St. from US1 to Bristol: (Complete).
 - Traffic Island Laconia and Roseland: (In Progress).
 - Paint Schumann Dr. US1 to Englar: (80% Complete).
 - Regulatory signs on Stonecrop St. for Stormwater : (In Progress).
- **M.O.T Special Events – 4**
- **School Light Issues – 0**
- **Citizen Request – 11 (1 open 10 closed).**
- **Work Orders – 38 (38 have been completed).**
- **Created Signs Breakdown.**
 - Street Signs: 10
 - Regulatory: 22
 - Warning: 13
 - Guide: 2
 - Wayfind: 0
 - Wildlife: 0
 - Park: 10
 - Golf Course: 0
 - Aviation: 1
 - Construction Zone Warning: 3

Facilities Maintenance

- Maintain City Flags.
- Maintain and monitor all lift stations.
- Monthly A/C maintenance all City Buildings.
- Assist with Splash pad operations.
- Daily Monitoring of City Marquees.
- Monthly monitoring and supplies AED Stations.
- Daily Maintenance and repairs City Buildings.
- Monitor Nash Janitorial.
- Art/Quilt: Install Ceiling fans.
- Senior Center: Convert Septic to Sewer.
- Community Center: Install 40 inch man door.
- Police Dept: Repaint Lobby and restrooms.
- City wide: Restroom Maintenance Log Sheet.
- Airport: A/C replacement Unit #4.
- City Hall: Install Diakin Mini Split MIS Server Room & replace Liebert A/C Unit #4A.
- Working Water Front: Replace Lift Station Pump.
- Football Field: Replace Lift Station Pump and Floats.
- Sports Complex: Resurface Re-coat restroom floors.
- City: Fire extinguisher recertification & Fire Protection Backflow testing.

Cemetery

- Pressure wash sidewalks.
- Cones and signs out for service.
- Paperwork.
- Graves ready for sod.
- Routine mowing, weed eating and edging.
- Show public cemetery property.
- Enhancements – Tru Green.
- Moratorium is still in effect.
- Burials - 6
- Cremations - 11
- Rain Gauge – 17.5
- Trim Trees.
- Dug cremation holes.
- Work on Survey Pins.
- Cleaned niches.
- Process plaque.
- Filled in low spots.
- Fixed irrigation all units.
- Covered existing well up on u5 expansion.

Construction Specialist

MIS

- Repairs throughout the city and ordering for upcoming projects.

Police Department

- Install electrical outlets & TV mounts.
- Install exterior lighting.
- Repair lot lighting.

Parks

- Lighting repair Hardee Park.
- Remove and rebuild bridges Riverside lighting, repair park.
- Yacht Club Pavilion, replace toilet seat.

Golf Course

- Install waterline (CH).
- Install waterline (CB).
- Install waterline (MB).
- Repair main water leak.

Airport

- Pad Lighting.
- Ballard Lighting.
- Brushfoot Lighting.

Fleet Management:

- The Fleet Management Staff completed 298 repair work orders, 47 preventive maintenance services 12 service calls and 0 road trips to pick up parts.
- In addition to in-house vehicle/equipment work orders, 15 vehicle and equipment repairs were scheduled and completed by outside vendor
- Fuel Cost as of July 2020 is as follows:
 - \$1.36 per gallon of gasoline increase .55 increase over the past 90 days.
 - \$1.39 per gallon of diesel fuel increase of .11% increase over the past 90 days.

LEISURE SERVICES

April 2020

- Maintain the area by trimming hedges and removing debris at US1, Shumann, medians, Bryant Ct., Park, Filbert Park, Friendship Park.
- Install banner at Barber St. Sports complex.
- Remove the tire swing from the playground at Filbert Park.
- Maintain the area by disinfecting the playground for the four main parks.
- Install closure signs for the playground at all of our parks.
- Install parking curbs at Riverview Park.
- Install mulch at Riverview Park City Hall, tennis courts at Friendship Park.
- Repair irrigation lines and fittings at dog park, City Hall, Barber St. Sports Complex.
- Pressure wash the picnic tables at Riverview Park.

LEISURE SERVICES (Continued)

- Inspect playgrounds at all of our parks.
- Repair pavers at tennis court at Friendship Court.
- Repaired the walking path at Friendship Park.
- Install sod at the Barber St. Sports Complex.

May 2020

- Remove graffiti at Filbert Park, Easy St. Park,
- Trim palm trees at medians,
- Install half of pallet at City Hall.
- Install bracket for exercise equipment at Hardy Park,
- Repair irrigation lines and fittings at Hardy Park, Friendship Park, Boys & Girls Club,
- Haul in two truckloads of mulch at the airport.
- Repair walkway and docks for the twin piers at Riverview Park.
- Repair the concrete wall at community center.
- Install new pieces of tiles for the kitchen area at the community center.
- Paint the back room at the community center.
- Repair fence at Filbert Park.
- Maintain the area by trimming tree branches at Hardee Park.
- Install chains to secure the benches at Hardee Park.
- Paint the storage rooms at community center.
- Maintain the area by removing old wax and cleaning the doors at the community center.

June 2020

- Repair irrigation lines and fittings at City Hall, Schumann medians.
- Install plants in the courtyard at City Hall.
- Install mulch at 512 medians, City Hall.
- Maintain area by disinfecting the playgrounds for all of our parks.
- Installed 3 pallets of sod at City Hall.
- Uprooting and removing shrubbery and bushes at Garden Club Park.
- Install the bricks at the Memorial Park.
- Install two pallets of sod on the football field at Barber St. Sports Complex.
- Installed borders at garden area at the Garden Club Park.
- Trim hedges in the medians.

Continue maintenance on all parks, median and incorporated areas. This involves mowing, edging, weed eating, trimming hedges, pulling weeds, emptying and picking up trash.

RECREATION

The Recreation Division – Continued city run programs.

STORMWATER DEPARTMENT

- Eric's Inspections: 463
- Armadillo Work: 1061 ft.
- Road Crossing Pipes: 6
- Swale pipes owned by city: 2
- Inspected all Stormwater retention/detention ponds.
- Inspected all structures/assets.
- Repaired various city Stormwater property: 4
- All Illicit discharge inspection forms on going swale work and paving :20 driveways 5000+ ft. of swale.
- Vac Truck cleared all baffle boxes River and Potomac.
- Contract mowers all R.O.W mowing and ditch mowing.
- Ditch cleaning : 3000+ ft.
- Slip lining of pipes: 4

- **Citizen Request Line**
 - **April 2020- 53 Requests:**
 - 24 Stormwater,
 - 11 Other
 - 16 Roads
 - 2 Parks
 - **May 2020 – 62 Request:**
 - 30 Stormwater
 - 21 Other
 - 9 Roads
 - 2 Parks
 - **June 2020-101 Requests:**
 - 58 Drainage
 - 16 Other
 - 19 Roads
 - 8 Parks

GOLF COURSE

| • Revenue | 19-20 | 18-19 | Difference+/- |
|---------------------------|-------------|-------------|---------------|
| • 3rd Quarter Rev. | \$341,719 | \$291,498 | +\$50,221 |
| • YTD Tot. Rev. | \$1,294,188 | \$1,242,095 | +\$52,093 |
| • 3rd Quarter Rounds | 14,545 | 11,602 | +2,943 |
| • YTD Tot. Rds. | 41,523 | 38,711 | +2,812 |
| • 3rd Q. Green Fee | \$122,645 | \$98,276 | +\$24,369 |
| • 3rd Q. Cart Fee | \$170,670 | \$152,393 | +\$18,277 |
| • 3rd Q. Annual Member | \$1,733 | \$1,168 | +\$565 |
| • YTD Ann. Mem. | \$101,540 | \$96,305 | +\$5,235 |
| • 3rd Q. USGA Hdcp. | \$198 | \$120 | +\$78 |
| • YTD USGA Hdcp. | \$5,390 | \$4,940 | +\$450 |
| • 3rd Q. Disct. Card | \$561 | \$281 | +\$280 |
| • YTD Disct. Cd. | \$32,338 | \$32,151 | +\$187 |
| • 3rd Q. Driving Range | \$15,682 | \$11,095 | +\$4,587 |
| • YTD Dr. Rge. | \$44,323 | \$40,715 | +\$3,608 |
| • 3rd Q. Club Rental | \$309 | \$776 | -\$467 |
| • 3rd Q. Club Storage | \$14 | \$0 | +\$14 |
| • YTD CR & CS | \$4,966 | \$5,705 | -\$739 |
| • 3rd Q. Golf Shop Retail | \$21,385 | \$19,083 | +\$2,302 |
| • YTD Shop Retail | \$81,266 | \$76,186 | +\$5,080 |
| • 3rd Q. PGA Pro Lesson | \$120 | \$740 | -\$620 |
| • YTD Lesson | \$2,210 | \$1,460 | +\$750 |
| • 3rd Q. Restaurant Rent | \$7,500 | \$7,575 | -\$75 |
| • YTD Rest. Rent | \$22,501 | \$19,922 | +\$2,579 |
| • 3rd Q. Rain amount | 18.11" | 9.93" | -8.99" |

Comments: Increases in overall golf course revenue with green & cart fees, golf shop sales, driving range revenue and overall golf rounds all showing increased numbers when compared to 3rd quarter of Fiscal 18-19. All increases have been accomplished (even) with many Covid rules in place, including single use carts and spread-out tee times. Rain prevented even more revenue and round increases, as the majority fell in the month of June, which produced 8.36 inches.

- Charity, Corporate and special Golf Tournaments for the 3rd quarter were cancelled due to the Covid Pandemic. For the 4th quarter, the Indian River Airboat Association and Sebastian River High School Football have dates selected, all depending on the Covid Pandemic.
- Since the entire 3rd quarter was in the Covid Pandemic, many adjustments were made in order to safely keep the golf course open, all of which are still occurring. Highlights of the adjustments include single-use carts unless related & residing together, limit of 3 customers in golf shop at once, standing in designated locations and elimination of signing sales receipts. Regarding outside, bunker rakes have been removed and golfers are encouraged to putt without removing the flag stick, therefore; “no touch” of many items. Lastly, the golf carts are wiped-down after each use with germ-killing Covid-approved cleaner. Golf has proven to be a safe activity during the Covid pandemic and the game and fresh air certainly has helped many of our residents with their mental outlook during this trying time. The number of positive and thankful comments for remaining open was overwhelming.

GOLF COURSE (Continued)

- Bids for a tee construction project came in, with Express Reel Grinding of Vero Beach, FL selected as the contractor, providing the low-bid of \$14,285 for the project, which entails enlarging #3 & #15 tee and constructing a new tee on #10. The project will start in late July and will not impact golfer play.

AIRPORT

- Painted terminal building sidewalk lights.
- Refurbished terminal building sign.
- Pressure washed terminal buildings sidewalks.
- Routine landscape maintenance.
- Repaired gate 21 electrical issues.
- Sprayed & edged runways.
- Hangar C door leak repair.
- Installed new bush hog mower.
- Removed excessive trees/vegetation behind building maintenance shed.
- AP Website design.
- Pole 3 & 4 security camera repairs.
- Delivered pallets to Melbourne.

BUILDING DEPARTMENT

- In the third quarter of this fiscal year, a total of 33 new single-family homes were issued building permits. New single family residence permits have decreased by approximately 30%. Other permits of significance include 1 new manufactured home, 0 new commercial buildings, 0 commercial additions, 4 commercial alterations, 0 commercial build outs, 2 residential additions and 101 residential alterations. In all, 920 building permits were issued in the third quarter. Overall permitting in the third quarter has increased by 9%.
- Total number of inspections for the third quarter was 2634 for an average of 42 building inspections per working day. The number of inspections for the third quarter has decreased by 20%.
- The number of Certificates of Occupancy issued for the third quarter included 55 new single family residences, 1 manufactured home, 1 commercial certificate of occupancy, 1 commercial temporary certificate of occupancy and 0 commercial certificates of completion.
- The following lists the Business Tax Receipt activity for the third quarter: new businesses-19, renewals -16, transfers-1, duplicates 2, home based businesses-10, commercial businesses-9, insurance companies- 1 and solicitor registrations-0. There were 56 new Contractors registrations. In addition, there have been 21 requests for permit records on properties within the city from lien/title companies.
- The Building Department was faced with some challenges as the COVID 19 pandemic took hold of our State and Community. Steps were taken to allow construction and building department functions to continue. These steps included a drop box at our entrance to place completed applications and documents in, an attached locked mailbox is used for check deposits. A new web address; permits@cityofsebastian.org was created for submittals of completed applications. Payment notifications and any plan review comments are sent directly to the customers. Payments are made and accepted through the building department MGO program. We also unveiled our new video inspection program. The video inspections were designed to allow the contractor to video tape an inspection of an installation in a private residence once the work is completed, the video is then uploaded through the MGO program. This allowed the contractor and the Building Department to continue to provide inspection services in residences. This has been a win, win for the citizens, customers and the Building Department.