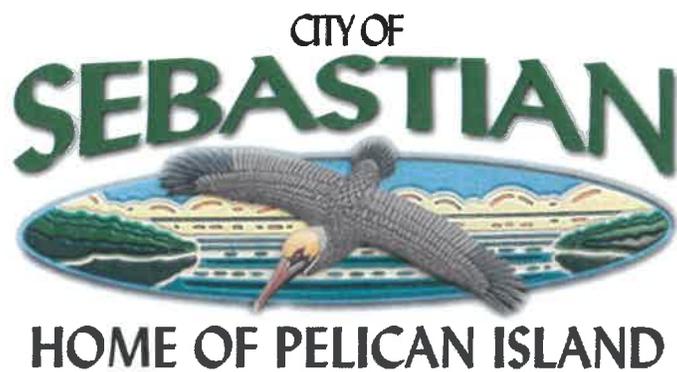


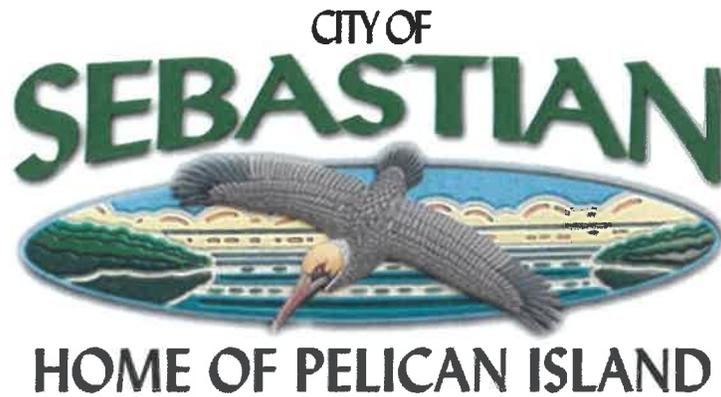
**CITY OF SEBASTIAN, FLORIDA**

**ANNUAL BUDGET  
FISCAL YEAR 2023–2024**

**Draft as of September 13, 2023**



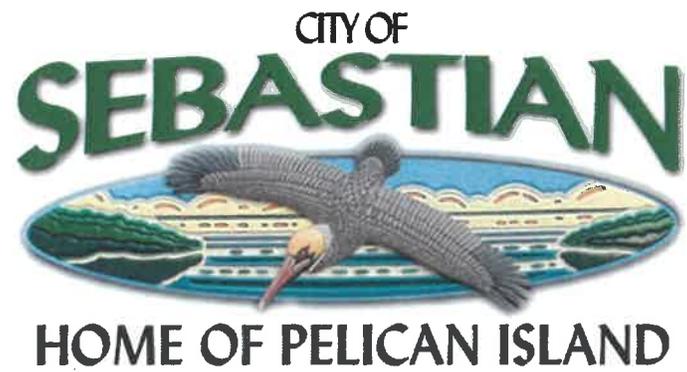
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CITY OF SEBASTIAN, FLORIDA  
ANNUAL BUDGET  
FISCAL YEAR 2023-2024

***GENERAL FUND***

**Draft as of September 13, 2023**



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# CITY OF SEBASTIAN, FLORIDA 2023/2024 ANNUAL BUDGET

## SUMMARY OF GENERAL FUND EXPENDITURES BY DEPARTMENT/DIVISION

Org Code	Description	FY 19/20 Actual	FY 20/21 Actual	FY 21/22 Actual	Amended FY 22/23 Budget	FY 22/23 Projected	FY 23/24 Budget
010001	City Council	\$ 46,702	\$ 55,883	\$ 62,725	\$ 62,725	\$ 57,785	\$ 75,895
010005	City Manager	269,335	285,943	309,381	309,381	341,246	342,675
010009	City Clerk	264,887	205,204	223,024	223,024	227,016	358,215
010010	City Attorney	167,044	195,696	271,445	271,445	233,543	252,880
010020	Finance	674,673	656,306	623,297	623,297	598,828	735,002
010021	Management Information Services	511,750	513,329	727,871	727,871	636,125	678,425
010035	Human Resources	0	0	0	231,814	222,052	288,670
010041	Police Administration	1,263,875	1,020,630	875,080	875,080	834,070	972,765
010043	Police Operations	3,308,391	3,461,189	4,123,169	4,123,169	3,910,585	4,497,855
010047	Police Investigations	1,076,622	1,107,742	1,342,060	1,342,060	1,211,592	1,516,215
010049	Police Dispatch	582,845	577,505	750,780	750,780	663,946	863,515
010045	Code Enforcement Division	184,219	187,626	202,567	202,567	144,140	220,385
010052	Roads and Maintenance	963,173	927,720	1,157,409	1,157,409	1,044,977	1,493,815
010054	Fleet Management	202,251	211,926	283,284	283,284	259,535	324,175
010056	Facilities Maintenance	568,181	598,970	804,808	804,808	755,117	805,315
010057	Leisure Services	1,110,021	1,035,794	1,407,371	1,407,371	1,306,227	1,421,860
010059	Cemetery	177,736	179,000	164,323	164,323	171,777	190,375
010080	Community Development	539,290	477,728	716,458	716,458	574,673	803,365
010099	Non-Departmental	976,464	1,025,035	1,300,254	1,300,254	1,295,628	1,696,774
<b>Total General Fund Expenditures</b>		<b>\$ 12,887,460</b>	<b>\$ 12,723,227</b>	<b>\$ 15,345,306</b>	<b>\$ 15,577,120</b>	<b>\$ 14,488,861</b>	<b>\$ 17,538,176</b>
<b>Total Revenues and Transfers</b>		<b>12,391,402</b>	<b>13,710,021</b>	<b>15,006,982</b>	<b>14,984,653</b>	<b>15,870,505</b>	<b>17,593,645</b>
<b>Change in Fund Balance</b>		<b>\$ (496,058)</b>	<b>\$ 986,794</b>	<b>\$ (338,324)</b>	<b>\$ (592,467)</b>	<b>\$ 1,381,644</b>	<b>55,469</b>

# CITY OF SEBASTIAN, FLORIDA 2023/2024 ANNUAL BUDGET

## GENERAL FUND REVENUE DETAIL

Code: 001501

Account		FY 19/20	FY 20/21	FY 21/22	Amended FY 22/23	FY 22/23	FY23/24
Number	Description	Actual	Actual	Actual	Budget	Projected	Budget
<b>TAXES</b>							
311000	Current Ad Valorem Taxes	3,791,174	4,470,263	4,536,864	5,066,772	5,010,000	6,395,718
311001	Delinquent Ad Valorem Taxes	76,083	63,371	66,069	79,570	65,000	65,000
<b>TOTAL AD VALOREM TAXES</b>		<b>3,867,257</b>	<b>4,533,635</b>	<b>4,602,933</b>	<b>5,146,342</b>	<b>5,075,000</b>	<b>6,460,718</b>
<b>FRANCHISE FEES</b>							
313100	Electric Franchise Fees	1,197,996	1,265,127	1,448,916	1,441,986	1,675,000	1,730,000
313700	Solid Waste Franchise Fees	100,099	101,540	103,304	104,803	134,800	100,000
313900	Other Franchise Fees - CNG	18,754	17,862	19,351	20,497	20,800	21,500
<b>TOTAL FRANCHISE FEES</b>		<b>1,316,850</b>	<b>1,384,529</b>	<b>1,571,571</b>	<b>1,567,286</b>	<b>1,830,600</b>	<b>1,851,500</b>
<b>UTILITY SERVICE TAXES</b>							
314100	Electric Utility Service Tax	1,799,535	1,839,470	1,934,010	1,938,690	2,206,000	2,280,000
314300	Water Utility Service Tax	316,943	340,851	371,931	375,291	405,000	419,000
314400	Gas Utility Service Tax	12,953	12,386	11,528	12,030	13,500	13,900
314800	Propane Utility Service Tax	39,337	44,400	50,816	53,045	47,900	49,500
314950	CST Revenue Sharing	771,638	793,154	804,481	831,931	830,500	859,500
<b>TOTAL UTILITY SERVICE TAXES</b>		<b>2,940,406</b>	<b>3,030,261</b>	<b>3,172,766</b>	<b>3,210,987</b>	<b>3,502,900</b>	<b>3,621,900</b>
<b>TOTAL TAXES &amp; FRANCHISE FEES</b>		<b>8,124,514</b>	<b>8,948,425</b>	<b>9,347,270</b>	<b>9,924,615</b>	<b>10,408,500</b>	<b>11,934,118</b>
<b>LICENSES AND PERMITS</b>							
321000	Business Taxes	78,129	76,351	62,685	78,000	78,000	78,000
321100	Business Tax - Penalties/Transfers	1,435	2,842	3,199	1,500	3,200	3,200
322060	Driveway Permit Fees	37,000	50,155	35,600	35,000	30,000	30,000
322075	Reinspection Fees	420	1,050	1,625	500	1,000	1,000
322080	Right-of-Way Permits	750	1,750	2,254	1,000	2,000	2,000
322100	Land Clearing Permits	13,225	19,400	14,025	15,000	10,000	10,000
322300	Fencing Permits	0	7,200	25,350	10,000	25,000	25,000
322700	Accessory Structure	200	200	300	200	200	200
322900	Other Permits & Fees	1,380	748	2,505	1,500	2,000	2,000
329100	Zoning Fees	7,981	19,841	20,025	10,000	20,000	20,000
329200	Site Plan Review Fees	4,600	9,373	13,125	6,000	6,000	6,000
329300	Plat Review Fees	1,000	2,900	5,950	1,500	5,000	5,000
329400	Plan Checking Fees	2,100	2,550	1,770	2,000	1,000	1,000
329500	Alarm Permits	2,020	1,560	1,230	1,500	1,000	1,000
<b>TOTAL LICENSES AND PERMITS</b>		<b>150,240</b>	<b>195,919</b>	<b>189,643</b>	<b>163,700</b>	<b>184,400</b>	<b>184,400</b>
<b>INTERGOVERNMENTAL REVENUE:</b>							
<b>FEDERAL GRANTS</b>							
331200	Fed Grant-Public Safety	2,944	4,391	6,734	5,000	5,000	5,000
331204	Fed - JAG Grant	15,284	11,458	0	0	0	0
334901	FEMA - Federal Reimb	43,937	0	130,846	0	72,435	0
334902	FEMA - State Reimb	4,872	0	17,780	0	0	0
<b>TOTAL FEDERAL GRANTS</b>		<b>67,037</b>	<b>15,849</b>	<b>155,360</b>	<b>5,000</b>	<b>77,435</b>	<b>5,000</b>

**CITY OF SEBASTIAN, FLORIDA 2023/2024 ANNUAL BUDGET**

**GENERAL FUND REVENUE DETAIL - CONTINUED**

Code: 001501

Account		FY 19/20	FY 20/21	FY 21/22	Amended	FY 22/23	FY 23/24
<u>Number</u>	<u>Description</u>	<u>Actual</u>	<u>Actual</u>	<u>Actual</u>	<u>FY 22/23</u>	<u>Projected</u>	<u>Budget</u>
					<u>Budget</u>		
<b>STATE SHARED REVENUES</b>							
335120	Municipal Revenue Sharing	670,194	836,884	1,082,592	879,750	1,120,000	1,150,000
335122	8th Cent Motor Fuel Tax	196,566	234,732	284,490	246,330	282,000	292,000
335140	Mobile Home Licenses	14,935	16,597	16,382	16,798	15,900	16,400
335150	Alcohol Beverage Licenses	15,409	16,506	15,458	16,560	13,500	13,900
335180	Local Half-Cent Sales Tax	1,840,936	2,196,503	2,411,886	2,647,530	2,474,700	2,599,338
335200	Police Pension State Shared Revenue	208,645	206,017	227,003	0	0	0
<b>TOTAL STATE SHARED REVENUES</b>		<b>2,946,685</b>	<b>3,507,239</b>	<b>4,037,811</b>	<b>3,806,968</b>	<b>3,906,100</b>	<b>4,071,638</b>
<b>TOTAL INTER-GOV'T REVENUE</b>		<b>3,013,721</b>	<b>3,523,087</b>	<b>4,193,171</b>	<b>3,811,968</b>	<b>3,983,535</b>	<b>4,076,638</b>
<b>CHARGES FOR SERVICES</b>							
341920	Cert. Copying, Record Search	3,830	3,807	3,375	3,800	3,800	3,800
341930	Election Fees	879	366	427	400	400	400
342100	PD Special Services Fees	16,485	23,132	19,312	20,000	20,000	20,000
342102	School Resource Officers	60,720	81,166	94,225	80,000	95,000	95,000
343805	Cemetery Fees	10,483	14,158	15,849	14,000	10,000	14,000
347550	Skate Facility Fees	51	0	0	0	0	0
347551	Pickleball Lighting Fees	0	1,533	2,916	2,500	3,500	3,500
347555	Tennis Facility Fees	15,376	31,437	28,273	25,000	30,000	30,000
347556	County Impact Fees Admin. Fees	13,863	27,834	23,769	15,000	15,000	15,000
347557	Community Center Rec Revenues	12,026	9,819	9,202	10,000	10,000	10,000
347558	Senior Center Fees	0	0	5,554	7,500	7,500	7,500
349140	RRD-Management Fees	99,076	89,725	92,655	62,431	62,431	67,573
349163	Stormwater-Management Fees	80,555	89,345	90,989	100,088	100,088	110,097
349410	Golf Course-Management Fees	97,185	106,065	106,065	116,672	116,672	122,296
349415	Maintenance Service Fees-GC	0	0	0	500	1,500	1,500
349450	Airport-Management Fees	93,485	116,866	104,041	98,374	98,374	105,057
349455	Maintenance Service Fees-AP	5,477	3,664	6,906	4,000	1,500	1,500
349480	Building Dept Management Fees	49,665	54,632	60,095	66,105	66,105	72,716
349485	Maintenance Services Fees-Bldg Dept.	546	596	919	500	500	500
349601	Cemetery-Management Fees	80,000	85,000	90,000	95,000	95,000	130,000
349620	Administrative Fees-Pension	24,000	24,000	24,000	24,000	24,000	24,000
<b>TOTAL CHARGES FOR SERVICE</b>		<b>663,702</b>	<b>763,143</b>	<b>778,572</b>	<b>745,870</b>	<b>761,370</b>	<b>834,439</b>
<b>FINES AND FORFEITS</b>							
351100	Court Fines	16,569	13,343	18,874	13,500	20,000	20,000
351115	Police Education-\$2.00 Funds	1,700	1,582	1,430	1,600	1,600	1,600
351140	Parking Fines	645	255	330	300	300	300
354100	Code Enforcement Fines	34,141	22,987	61,672	35,000	45,000	45,000
359000	Other Fines/Forfeits	109	110	124	100	150	150
<b>TOTAL FINES AND FORFEITS</b>		<b>53,164</b>	<b>38,277</b>	<b>82,430</b>	<b>50,500</b>	<b>67,050</b>	<b>67,050</b>
<b>MISCELLANEOUS REVENUE:</b>							
<b>INTEREST EARNINGS</b>							
361100	Interest Income	35,102	11,775	54,011	25,000	135,000	135,000
361105	State Board Interest Earnings	13,070	1,196	4,149	2,000	38,000	38,000
361150	Other Interest	1,371	198	112	500	1,500	1,500
<b>TOTAL INTEREST EARNINGS</b>		<b>49,544</b>	<b>13,170</b>	<b>58,272</b>	<b>27,500</b>	<b>174,500</b>	<b>174,500</b>

**CITY OF SEBASTIAN, FLORIDA 2023/2024 ANNUAL BUDGET**

**GENERAL FUND REVENUE DETAIL - CONTINUED**

**Code: 001501**

<b>Account Number</b>	<b>Description</b>	<b>FY 19/20 Actual</b>	<b>FY 20/21 Actual</b>	<b>FY 21/22 Actual</b>	<b>Amended FY 22/23 Budget</b>	<b>FY 22/23 Projected</b>	<b>FY23/24 Budget</b>
<b>RENT AND ROYALTIES</b>							
362100	Rents and Royalties	17,199	17,393	22,693	28,000	36,000	36,000
362150	Nontaxable Rent	105,867	104,742	141,830	105,000	105,000	105,000
<b>TOTAL RENT AND ROYALTIES</b>		<b>123,067</b>	<b>122,134</b>	<b>164,523</b>	<b>133,000</b>	<b>141,000</b>	<b>141,000</b>
<b>SALE OF FIXED ASSETS</b>							
364100	Sale of Fixed Assets	31,014	50,571	102,093	35,000	35,000	35,000
365000	Sale of Surplus Material/Scrap	1,330	6,101	11,533	5,000	5,000	5,000
<b>TOTAL SALES OF FIXED ASSETS</b>		<b>32,343</b>	<b>56,672</b>	<b>113,625</b>	<b>40,000</b>	<b>40,000</b>	<b>40,000</b>
<b>CONTRIBUTIONS/DONATIONS</b>							
366000	Contributions & Donations	2,079	50	3,528	3,000	2,000	2,000
366150	Memorial Bricks	1,450	2,250	3,250	5,000	2,000	2,000
366200	Contribution/Greer Trust	8,100	0	0	0	0	0
366805	4th of July Donations	2,500	2,500	2,500	2,500	2,500	2,500
<b>TOTAL CONTRIBUTIONS/DONATIONS</b>		<b>14,129</b>	<b>4,800</b>	<b>9,278</b>	<b>10,500</b>	<b>6,500</b>	<b>6,500</b>
<b>OTHER MISCELLANEOUS REVENUES</b>							
367000	Gain/Loss on Investments	18,949	1,222	(21,190)	0	13,650	0
369100	Motor Fuel Tax Rebate	16,446	16,467	15,888	16,000	25,000	25,000
369200	Insurance Proceeds	118,824	14,607	11,430	15,000	15,000	15,000
369400	Reimbursements	11,363	11,480	12,708	10,000	14,000	14,000
369900	Other Miscellaneous Revenues	1,396	617	3,268	1,000	1,000	1,000
<b>TOTAL OTHER MISCELLANEOUS REV.</b>		<b>166,977</b>	<b>44,394</b>	<b>22,105</b>	<b>42,000</b>	<b>68,650</b>	<b>55,000</b>
<b>TOTAL MISCELLANEOUS REVENUE</b>		<b>386,061</b>	<b>241,170</b>	<b>367,803</b>	<b>253,000</b>	<b>430,650</b>	<b>417,000</b>
<b>TOTAL REVENUES</b>		<b>12,391,402</b>	<b>13,710,021</b>	<b>14,958,888</b>	<b>14,949,653</b>	<b>15,835,505</b>	<b>17,513,645</b>
<b>INTERFUND TRANSFERS</b>							
381148	Transfer from 480 BUILDING	0	0	200	0	0	0
381163	Transfer from 163 STORMWATER	0	0	721	0	0	0
381360	Transfer from 363 STORMWATER	0	0	47,173	0	0	0
381410	Transfer from 410 GOLF	0	0	0	35,000	35,000	80,000
381450	Transfer from 450 AIRPORT	0	0	0	0	0	0
381601	Transfer from 601 CEMETERY	0	0	0	0	0	0
<b>TOTAL INTERFUND TRANSFERS</b>		<b>0</b>	<b>0</b>	<b>48,094</b>	<b>35,000</b>	<b>35,000</b>	<b>80,000</b>
<b>TOTAL REVENUES AND TRANSFERS</b>		<b>12,391,402</b>	<b>13,710,021</b>	<b>15,006,982</b>	<b>14,984,653</b>	<b>15,870,505</b>	<b>17,593,645</b>
<b>OTHER FINANCING SOURCES</b>							
389991	Appropriated from Fund Balance	0	0	0	549,366	0	0
<b>TOTAL OTHER SOURCES</b>		<b>0</b>	<b>0</b>	<b>0</b>	<b>549,366</b>	<b>0</b>	<b>0</b>
<b>TOTAL REV. AND OTHER SOURCES</b>		<b>12,391,402</b>	<b>13,710,021</b>	<b>15,006,982</b>	<b>15,534,019</b>	<b>15,870,505</b>	<b>17,593,645</b>

# CITY OF SEBASTIAN, FLORIDA 2023/2024 ANNUAL BUDGET

## GENERAL FUND OPERATING SUMMARY EXPENDITURE BY DEPARTMENT/DIVISION

Department	FY 19/20 Actual	FY 20/21 Actual	FY 21/22 Actual	FY 22/23 Budget	FY 22/23 Projected	FY 23/24 Budget
<b>CITY COUNCIL</b>						
PERSONAL SERVICES	\$ 22,728	\$ 22,732	\$ 22,726	\$ 22,725	\$ 22,725	\$ 22,725
OPERATING EXPENDITURES	23,973	33,151	34,498	40,000	35,060	53,170
CAPITAL OUTLAY	-	-	-	-	-	-
<b>TOTAL</b>	<b>\$ 46,702</b>	<b>\$ 55,883</b>	<b>\$ 57,224</b>	<b>\$ 62,725</b>	<b>\$ 57,785</b>	<b>\$ 75,895</b>
<b>CITY MANAGER</b>						
PERSONAL SERVICES	\$ 258,605	\$ 273,298	\$ 285,596	\$ 289,586	\$ 323,256	\$ 325,450
OPERATING EXPENDITURES	10,730	12,645	13,696	19,795	17,990	17,225
CAPITAL OUTLAY	-	-	35,137	-	-	-
<b>TOTAL</b>	<b>\$ 269,335</b>	<b>\$ 285,943</b>	<b>\$ 334,429</b>	<b>\$ 309,381</b>	<b>\$ 341,246</b>	<b>\$ 342,675</b>
<b>CITY CLERK</b>						
PERSONAL SERVICES	\$ 171,932	\$ 180,890	\$ 183,664	\$ 182,129	\$ 186,492	\$ 265,035
OPERATING EXPENDITURES	92,955	24,314	74,951	40,895	40,524	93,180
CAPITAL OUTLAY	-	-	-	-	-	-
<b>TOTAL</b>	<b>\$ 264,887</b>	<b>\$ 205,204</b>	<b>\$ 258,614</b>	<b>\$ 223,024</b>	<b>\$ 227,016</b>	<b>\$ 358,215</b>
<b>CITY ATTORNEY</b>						
PERSONAL SERVICES	\$ 92,686	\$ 162,196	\$ 176,827	\$ 188,555	\$ 150,703	\$ 205,775
OPERATING EXPENDITURES	74,359	33,499	25,565	82,890	82,840	47,105
CAPITAL OUTLAY	-	-	-	-	-	-
<b>TOTAL</b>	<b>\$ 167,044</b>	<b>\$ 195,696</b>	<b>\$ 202,392</b>	<b>\$ 271,445</b>	<b>\$ 233,543</b>	<b>\$ 252,880</b>
<b>FINANCE</b>						
PERSONAL SERVICES	\$ 539,816	\$ 514,984	\$ 580,627	\$ 504,435	\$ 478,380	\$ 595,440
OPERATING EXPENDITURES	134,857	141,322	156,151	118,862	120,448	139,562
CAPITAL OUTLAY	-	-	-	-	-	-
<b>TOTAL</b>	<b>\$ 674,673</b>	<b>\$ 656,306</b>	<b>\$ 736,778</b>	<b>\$ 623,297</b>	<b>\$ 598,828</b>	<b>\$ 735,002</b>
<b>MANAGEMENT INFORMATION SERVICES</b>						
PERSONAL SERVICES	\$ 345,874	\$ 347,018	\$ 371,674	\$ 447,581	\$ 411,720	\$ 463,700
OPERATING EXPENDITURES	163,865	166,312	171,793	280,290	224,405	214,725
CAPITAL OUTLAY	2,011	-	-	-	-	-
<b>TOTAL</b>	<b>\$ 511,750</b>	<b>\$ 513,329</b>	<b>\$ 543,467</b>	<b>\$ 727,871</b>	<b>\$ 636,125</b>	<b>\$ 678,425</b>
<b>HUMAN RESOURCES</b>						
PERSONAL SERVICES	\$ -	\$ -	\$ -	\$ 174,271	\$ 173,575	\$ 205,545
OPERATING EXPENDITURES	-	-	-	57,543	48,477	83,125
CAPITAL OUTLAY	-	-	-	-	-	-
<b>TOTAL</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 231,814</b>	<b>\$ 222,052</b>	<b>\$ 288,670</b>
<b>COMMUNITY DEVELOPMENT</b>						
PERSONAL SERVICES	\$ 392,517	\$ 416,308	\$ 403,613	\$ 581,168	\$ 483,655	\$ 622,405
OPERATING EXPENDITURES	132,124	61,420	71,077	120,290	76,018	92,460
CAPITAL OUTLAY	14,650	-	-	15,000	15,000	88,500
<b>TOTAL</b>	<b>\$ 539,290</b>	<b>\$ 477,728</b>	<b>\$ 474,690</b>	<b>\$ 716,458</b>	<b>\$ 574,673</b>	<b>\$ 803,365</b>

Department	FY 19/20 Actual	FY 20/21 Actual	FY 21/22 Actual	FY 22/23 Budget	FY 22/23 Projected	FY 23/24 Budget
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**POLICE DEPARTMENT - ADMINISTRATION**

PERSONAL SERVICES	\$ 1,064,435	\$ 895,521	\$ 967,223	\$ 761,310	\$ 722,605	\$ 839,700
OPERATING EXPENDITURES	160,747	125,109	101,079	113,770	111,465	133,065
CAPITAL OUTLAY	38,694	-	9,125	-	-	-
<b>TOTAL</b>	<b>\$ 1,263,875</b>	<b>\$ 1,020,630</b>	<b>\$ 1,077,427</b>	<b>\$ 875,080</b>	<b>\$ 834,070</b>	<b>\$ 972,765</b>

**POLICE DEPARTMENT - OPERATIONS**

PERSONAL SERVICES	\$ 3,029,232	\$ 3,153,248	\$ 3,295,521	\$ 3,674,360	\$ 3,473,890	\$ 4,088,225
OPERATING EXPENDITURES	245,672	275,264	319,925	371,259	365,695	380,370
CAPITAL OUTLAY	33,487	32,677	32,555	77,550	71,000	29,260
<b>TOTAL</b>	<b>\$ 3,308,391</b>	<b>\$ 3,461,189</b>	<b>\$ 3,648,001</b>	<b>\$ 4,123,169</b>	<b>\$ 3,910,585</b>	<b>\$ 4,497,855</b>

**POLICE DEPARTMENT - INVESTIGATIONS**

PERSONAL SERVICES	\$ 878,785	\$ 954,685	\$ 1,017,583	\$ 1,170,620	\$ 1,041,930	\$ 1,336,390
OPERATING EXPENDITURES	123,458	143,558	140,023	158,440	157,980	168,325
CAPITAL OUTLAY	74,379	9,500	3,593	13,000	11,682	11,500
<b>TOTAL</b>	<b>\$ 1,076,622</b>	<b>\$ 1,107,742</b>	<b>\$ 1,161,198</b>	<b>\$ 1,342,060</b>	<b>\$ 1,211,592</b>	<b>\$ 1,516,215</b>

**POLICE DEPARTMENT - DISPATCH**

PERSONAL SERVICES	\$ 573,959	\$ 566,550	\$ 587,522	\$ 733,785	\$ 652,710	\$ 847,425
OPERATING EXPENDITURES	8,886	10,955	9,145	16,995	11,236	16,090
CAPITAL OUTLAY	-	-	-	-	-	-
<b>TOTAL</b>	<b>\$ 582,845</b>	<b>\$ 577,505</b>	<b>\$ 596,667</b>	<b>\$ 750,780</b>	<b>\$ 663,946</b>	<b>\$ 863,515</b>

**POLICE DEPARTMENT - CODE ENFORCEMENT**

PERSONAL SERVICES	\$ 169,750	\$ 170,981	\$ 160,510	\$ 181,777	\$ 128,475	\$ 200,180
OPERATING EXPENDITURES	14,469	16,645	17,611	20,790	15,665	20,205
CAPITAL OUTLAY	-	-	-	-	-	-
<b>TOTAL</b>	<b>\$ 184,219</b>	<b>\$ 187,626</b>	<b>\$ 178,121</b>	<b>\$ 202,567</b>	<b>\$ 144,140</b>	<b>\$ 220,385</b>

Department	FY 19/20 Actual	FY 20/21 Actual	FY 21/22 Actual	FY 22/23 Budget	FY 22/23 Projected	FY 23/24 Budget
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**PUBLIC WORKS - ROADS AND MAINTENANCE**

PERSONAL SERVICES	\$ 588,186	\$ 555,076	\$ 552,611	\$ 689,530	\$ 638,245	\$ 795,260
OPERATING EXPENDITURES	335,797	328,867	346,064	448,955	388,318	470,555
CAPITAL OUTLAY	39,190	43,777	60,498	18,924	18,414	228,000
<b>TOTAL</b>	<b>\$ 963,173</b>	<b>\$ 927,720</b>	<b>\$ 959,173</b>	<b>\$ 1,157,409</b>	<b>\$ 1,044,977</b>	<b>\$ 1,493,815</b>

**FLEET MANAGEMENT**

PERSONAL SERVICES	\$ 180,924	\$ 189,783	\$ 200,515	\$ 232,749	\$ 219,175	\$ 290,245
OPERATING EXPENDITURES	18,950	22,143	25,553	30,535	26,560	33,930
CAPITAL OUTLAY	2,376	-	-	20,000	13,800	-
<b>TOTAL</b>	<b>\$ 202,251</b>	<b>\$ 211,926</b>	<b>\$ 226,068</b>	<b>\$ 283,284</b>	<b>\$ 259,535</b>	<b>\$ 324,175</b>

**FACILITIES MAINTENANCE**

PERSONAL SERVICES	\$ 279,726	\$ 290,017	\$ 267,987	\$ 262,645	\$ 255,285	\$ 301,945
OPERATING EXPENDITURES	234,361	234,368	286,640	487,015	444,958	423,370
CAPITAL OUTLAY	54,094	74,585	8,338	55,148	54,874	80,000
<b>TOTAL</b>	<b>\$ 568,181</b>	<b>\$ 598,970</b>	<b>\$ 562,965</b>	<b>\$ 804,808</b>	<b>\$ 755,117</b>	<b>\$ 805,315</b>

**LEISURE SERVICES**

PERSONAL SERVICES	\$ 736,297	\$ 732,945	\$ 769,163	\$ 959,311	\$ 872,915	\$ 1,058,650
OPERATING EXPENDITURES	218,871	253,790	287,401	302,190	293,942	325,210
CAPITAL OUTLAY	154,854	49,059	36,329	145,870	139,370	38,000
<b>TOTAL</b>	<b>\$ 1,110,021</b>	<b>\$ 1,035,794</b>	<b>\$ 1,092,893</b>	<b>\$ 1,407,371</b>	<b>\$ 1,306,227</b>	<b>\$ 1,421,860</b>

**CEMETERY**

PERSONAL SERVICES	\$ 151,633	\$ 149,171	\$ 112,041	\$ 124,703	\$ 132,282	\$ 145,315
OPERATING EXPENDITURES	26,103	29,829	28,771	39,620	39,495	45,060
CAPITAL OUTLAY	-	-	806	-	-	-
<b>TOTAL</b>	<b>\$ 177,736</b>	<b>\$ 179,000</b>	<b>\$ 141,618</b>	<b>\$ 164,323</b>	<b>\$ 171,777</b>	<b>\$ 190,375</b>

**NON-DEPARTMENTAL**

PERSONAL SERVICES	\$ 264,098	\$ 275,349	\$ 312,815	\$ 305,431	\$ 302,900	\$ 608,765
OPERATING EXPENDITURES	707,675	703,732	714,666	743,079	748,194	1,058,009
CAPITAL OUTLAY	-	-	-	-	-	-
GRANTS AND AIDS	-	-	-	-	-	-
INTERFUND TRANSFERS OUT	4,691	45,954	314,359	251,744	244,534	30,000
<b>TOTAL</b>	<b>\$ 976,464</b>	<b>\$ 1,025,035</b>	<b>\$ 1,341,840</b>	<b>\$ 1,300,254</b>	<b>\$ 1,295,628</b>	<b>\$ 1,696,774</b>

**TOTALS**

PERSONAL SERVICES	\$ 9,741,182	\$ 9,850,753	\$ 10,268,218	\$ 11,486,671	\$ 10,670,917	\$ 13,218,175
OPERATING EXPENDITURES	2,727,851	2,616,922	2,824,607	3,493,213	3,249,270	3,814,741
CAPITAL OUTLAY	413,736	209,599	186,382	345,492	324,140	475,260
GRANTS AND AIDS	-	-	-	-	-	-
INTERFUND TRANSFERS OUT	4,691	45,954	314,359	251,744	244,534	30,000
<b>TOTAL GENERAL FUND</b>	<b>\$ 12,887,460</b>	<b>\$ 12,723,227</b>	<b>\$ 13,593,567</b>	<b>\$ 15,577,120</b>	<b>\$ 14,488,861</b>	<b>\$ 17,538,176</b>

# CITY OF SEBASTIAN, FLORIDA 2023-2024 ANNUAL BUDGET

## FULL AND PART-TIME POSITIONS

Department/Division	Budget		Budget		Budget		Budget		Amended Budget		Budget	
	FY 2019/2020		FY 2020/2021		FY 2021/2022		FY 2022/2023		FY 2022/2023		FY 2023/2024	
	F/T	P/T	F/T	P/T	F/T	P/T	F/T	P/T	F/T	P/T	F/T	P/T
City Council	0	5	0	5	0	5	0	5	0	5	0	5
City Manager	2	0	2	0	2	0	2	0	2	0	2	0
City Clerk	2	1	2	1	2	1	2	0	2	0	3	0
City Attorney	1	0	1	0	1	0	1	0	1	0	1	0
Finance	6	0	6	0	6	0	7	0	5	0	6	0
Mgmt Information Services	4	2	4	2	5	2	5	2	5	2	5	2
Human Resources	0	0	0	0	0	0	0	0	2	0	2	0
Police Administration	7	2	7	1	8	1	7	1	7	1	7	1
Police Operations	32	0	32	0	32	10	35	10	35	10	37	10
Code Enforcement	3	0	3	0	3	0	3	0	3	0	3	0
Police Investigations	9	10	9	11	9	1	10	1	10	1	12	0
Police Dispatch	10	0	10	0	10	0	10	0	10	0	10	0
Roads & Maintenance	10	0	10	0	10	0	10	0	11	0	11	0
Fleet Management	3	0	3	0	3	0	3	1	3	1	4	0
Facilities Maintenance	4	0	4	0	3	0	4	0	4	0	4	0
Leisure Services	13	6	13	4	14	4	14	4	14	4	14	4
Cemetery	2	0	2	0	2	0	2	0	2	0	2	0
Community Development	5	0	5	0	5	0	7	0	7	0	7	0
<b>GENERAL FUND TOTALS</b>	<b>113</b>	<b>26</b>	<b>113</b>	<b>24</b>	<b>115</b>	<b>24</b>	<b>122</b>	<b>24</b>	<b>123</b>	<b>24</b>	<b>130</b>	<b>22</b>
<b>Stormwater Utility</b>	<b>13</b>	<b>1</b>	<b>13</b>	<b>1</b>	<b>15</b>	<b>1</b>	<b>13</b>	<b>2</b>	<b>13</b>	<b>1</b>	<b>13</b>	<b>1</b>
Golf Course Administration	2	4	2	4	2	4	2	4	2	4	3	3
Golf Course Carts	0	10	0	10	0	10	0	10	0	10	0	10
<b>Golf Course Total</b>	<b>2</b>	<b>14</b>	<b>2</b>	<b>14</b>	<b>2</b>	<b>14</b>	<b>2</b>	<b>14</b>	<b>2</b>	<b>14</b>	<b>3</b>	<b>13</b>
<b>Airport</b>	<b>1</b>	<b>1</b>	<b>1</b>	<b>1</b>	<b>2</b>	<b>1</b>	<b>2</b>	<b>1</b>	<b>2</b>	<b>1</b>	<b>2</b>	<b>1</b>
<b>Building Department</b>	<b>7</b>	<b>2</b>	<b>7</b>	<b>3</b>	<b>8</b>	<b>3</b>	<b>10</b>	<b>3</b>	<b>9</b>	<b>4</b>	<b>10</b>	<b>4</b>
<b>SUB-TOTALS</b>	<b>136.0</b>	<b>44.0</b>	<b>136.0</b>	<b>43.0</b>	<b>142.0</b>	<b>43.0</b>	<b>149.0</b>	<b>44.0</b>	<b>149.0</b>	<b>44.0</b>	<b>158.0</b>	<b>41.0</b>
<b>TOTAL POSITIONS</b>	<b>180.0</b>		<b>179.0</b>		<b>185.0</b>		<b>193.0</b>		<b>193.0</b>		<b>199.0</b>	
<b>FULL-TIME POSITIONS</b>	<b>158.00</b>		<b>157.50</b>		<b>163.50</b>		<b>171.00</b>		<b>171.00</b>		<b>178.50</b>	

# CITY OF SEBASTIAN, FLORIDA 2023/2024 ANNUAL BUDGET

## CITY COUNCIL

City Council is the elected governing body for the City of Sebastian and serves in a legislative capacity. City Council directs the offices of the City Manager, City Attorney and City Clerk. The City Council adopts the City's annual budget, adopts and amends the Code of Ordinances and LDC, hears appeals to decisions of the Planning and Zoning Commission, acts as the Community Redevelopment Agency and Board of Adjustment, and hears citizen concerns and ideas at Council meetings, through public forums and by individual contact. Individual members represent the Council on various County and regional boards.

### FISCAL YEAR 2023 ACCOMPLISHMENTS

- ✓
- ✓
- ✓
- ✓
- ✓
- ✓
- ✓
- ✓

### FISCAL YEAR 2024 GOALS AND OBJECTIVES

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### PERFORMANCE MEASURES

Performance Indicators	Actual 2019/2020	Actual 2020/2021	Actual 2021/2022	Projected 2022/2023	Projected 2023/2024
Number of Council Meetings Conducted	21	23	20	24	30
Number of CRA Meetings Conducted	10	5	3	4	5
Number of Board of Adjustment Meetings Conducted	3	3	2	4	4
Number of Ordinances Adopted	6	13	20	10	12
Number of Resolutions Adopted	30	32	34	31	35
Number of Board Appointments	37	23	13	10	20

# CITY OF SEBASTIAN, FLORIDA 2023/2024 ANNUAL BUDGET

## CITY COUNCIL PROGRAM BUDGET DESCRIPTION

<i>STAFFING</i>		<i>NATURE OF ACTIVITY</i>
<i>22/23</i>	<i>23/24</i>	
40.00%	40.00%	<b>Regular and Special Meetings</b> - Preparation and attendance at meetings (24 regular City Council and other CRA, Board of Adjustment and Council workshops/special meetings). Responsible for all legislative functions of City Government, including the establishment of laws and policies, and appointing qualified citizens to boards and committees.
10.00%	20.00%	<b>City Functions and Events</b> - Attendance at functions. Public relations.
25.00%	20.00%	<b>Conference, Legislative, County, State, and Local Meetings</b> - Attendance at assigned County and regional meetings. City representation at all levels of government and intra-governmental affairs.
25.00%	20.00%	<b>Citizens' Problems and Complaints</b> - Assisting Citizens in referring complaints and problems to the City Manager for follow-up.
100.00%	100.00%	

## CITY COUNCIL BUDGET SUMMARY

The Fiscal Year 2023-2024 proposed budget for City Council is \$ 75,895. This compares to the 2022-2023 projected expenditures of \$ 57,785 an increase of \$ 18,110, or 31.34%.

	FY 19/20	FY 20/21	FY 21/22	Amended FY 22/23	Projected FY 22/23	FY 23/24	
	Actual	Actual	Actual	Budget	Expenditures	Budget	Difference
Personal Services	\$ 22,728	\$ 22,732	\$ 22,726	\$ 22,725	\$ 22,725	\$ 22,725	\$ 0
Operating Expenditures	23,973	33,151	34,498	40,000	35,060	53,170	18,110
Capital Outlay	-	-	-	-	-	-	-
<b>Total</b>	<b>\$ 46,702</b>	<b>\$ 55,883</b>	<b>\$ 57,224</b>	<b>\$ 62,725</b>	<b>\$ 57,785</b>	<b>\$ 75,895</b>	<b>\$ 18,110</b>

Fiscal Year 2023-2024 Proposed Budget -

Major Current Level Changes from Fiscal Year 2022-2023 Projected Expenditures:	<u>Difference</u>
<b>1. Personal Services</b> - No change.	\$ 0
<b>2. Operating Expenditures</b> - Increase due primarily to additional conferences and trainings.	\$ 18,110
<b>3. Capital Outlay</b> - No change.	\$ -

## PERSONAL SERVICES SCHEDULE

<b>CITY COUNCIL</b>		<b>FULL TIME EQUIVALENTS</b>				<b>Projected</b>	<b>Budget</b>
<b>POSITION</b>	<b>PAY RANGE</b>	<b>21/22</b>	<b>22/23</b>	<b>Amended</b>		<b>22/23</b>	<b>23/24</b>
				<b>22/23</b>	<b>23/24</b>		
Mayor	5,400	1.00	1.00	1.00	1.00	\$ 5,400	\$ 5,400
Vice-Mayor	3,600	1.00	1.00	1.00	1.00	3,600	3,600
Council Member	3,600	3.00	3.00	3.00	3.00	10,800	10,800
		5.00	5.00	5.00	5.00		
<b>TOTAL SALARIES</b>						<b>\$ 19,800</b>	<b>\$ 19,800</b>
FICA Taxes						2,892	2,892
Worker's Compensation Insurance						33	33
<b>Total Personal Services</b>						<b>\$ 22,725</b>	<b>\$ 22,725</b>

# CITY OF SEBASTIAN, FLORIDA 2023/2024 ANNUAL BUDGET

CITY COUNCIL

Code: 010001

Account <u>Number</u> <u>Description</u>	FY 19/20 <u>Actual</u>	FY 20/21 <u>Actual</u>	FY 22/22 <u>Actual</u>	Amended FY 22/23 <u>Budget</u>	FY 22/23 <u>Projected</u>	Proposed FY 23/24 <u>Budget</u>
<b>PERSONAL SERVICES</b>						
511200      Legislative Salaries	19,800	19,800	19,800	19,800	19,800	19,800
512100      FICA Taxes	2,892	2,892	2,892	2,892	2,892	2,892
512400      Worker's Comp Insurance	37	41	35	33	33	33
<b>TOTAL PERSONAL SERVICES</b>	<b>22,728</b>	<b>22,732</b>	<b>22,726</b>	<b>22,725</b>	<b>22,725</b>	<b>22,725</b>
<b>OPERATING EXPENDITURES</b>						
534000      Travel & Per Diem	18,573	24,841	26,698	31,150	28,900	40,750
534105      Cellular Telephone	1,158	1,526	1,503	1,610	1,230	1,440
534110      Internet Access	1,169	1,414	1,156	1,200	1,200	1,200
534800      Promotional Activities	554	460	824	500	280	1,670
535200      Departmental Supplies	1,214	622	486	500	200	815
535210      Computer Supplies	620	1,039	0	765	100	200
535410      Dues and Memberships	200	0	200	200	200	200
535420      Books and Publications	160	0	0	25	200	120
535450      Training and Education	324	3,248	3,630	4,050	2,750	6,775
<b>TOTAL OPERATING EXPENDITURES</b>	<b>23,973</b>	<b>33,151</b>	<b>34,498</b>	<b>40,000</b>	<b>35,060</b>	<b>53,170</b>
<b>CAPITAL OUTLAY</b>						
606400      Vehicles and Equipment	0	0	0	0	0	0
<b>TOTAL CAPITAL OUTLAY</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>TOTAL CITY COUNCIL</b>	<b>46,702</b>	<b>55,883</b>	<b>57,224</b>	<b>62,725</b>	<b>57,785</b>	<b>75,895</b>

# CITY OF SEBASTIAN, FLORIDA 2023/2024 ANNUAL BUDGET

## CITY MANAGER

In 1987, the voters of Sebastian adopted the Council/Manager form of government. The City Manager, appointed by and serving at the pleasure of the City Council, is the chief operating officer of municipal government. The City Manager's office provides administrative direction for all municipal operations consistent with goals adopted by City Council. As such, the City Manager implements policies of the City Council and is responsible for the oversight of the day-to-day operations of the City, as well as ensuring that services and operations function in an efficient, timely and cost-effective manner, while still in accordance with City Council objectives.

As chief operating officer of the City, the City Manager's office is involved in the following functions: the daily administration of the City; appointing authority for all City employees; supervision and evaluation of the management team; coordination of intra and inter-governmental affairs; acting as the administrative spokesperson for the City; formulation of the annual budget; recommendations with respect to departmental and non-departmental expenditures and the capital improvement program; preparation of reports and data to assist the City Council in making formal decisions; ensuring effective and efficient action on citizen complaints and requests for service; and conducting administrative research and analysis.

## FISCAL YEAR 2023 ACCOMPLISHMENTS

- ✓ Completed Airport Hangar D Project
- ✓ Finalized the Road Paving Plan following the analysis
- ✓ Replacement of Golf Carts in Implementation of new cart management software
- ✓ Made progress of swale repairs from FY 21 paving program
- ✓ Completed demolition of Harbor Lights and accompanying site requirements
- ✓ Negotiated wage and benefit employee agreements

## FISCAL YEAR 2024 GOALS AND OBJECTIVES

### City Goal: Governmental Efficiency

#### City Operations

- Collaborate and Planning with Indian River County on Septic to Sewer in CRA
- Complete design of Square Hangars at the Airport
- Establish a well-defined strategic plan and begin implementation
- Implementation of the road paving and new swale work plan

#### Quality Service to Citizens

- Provide a prompt response to citizen complaints and/or requests and provide help where appropriate.
- Improve the City's marketing and communication to residents and businesses
- Maintain transparency and work to keep the residents fully informed

#### Provide Effective Support to City Council

- Provide council with information in a proactive manner
- Follow legislation that may affect the City

#### Maintain Positive Intergovernmental Relations

- Work closely with neighboring Cities and Indian River County to collaborate on projects and issues that face our citizens
- Work with the legislative delegation in Tallahassee to support the City's projects, goals and objectives

# CITY OF SEBASTIAN, FLORIDA 2023/2024 ANNUAL BUDGET

## PERFORMANCE MEASURES

Performance Indicators	Actual 2019/2020	Actual 2020/2021	Actual 2021/2022	Projected 2022/2023	Projected 2023/2024
Per Capita Level of Service Cost	\$512	\$496	\$592	\$559	\$665
Per Capita Number of Full-time Employees	5.40	5.30	5.48	5.75	5.98
General Fund Unrestricted Funds vs. Expenditures	44.25%	52.58%	53.40%	66.34%	54.75%

## CITY MANAGER PROGRAM BUDGET DESCRIPTION

<i>STAFFING</i>		<i>NATURE OF ACTIVITY</i>
<i>22/23</i>	<i>23/24</i>	
40.00%	40.00%	<b>Management and Supervision of City Programs and Projects</b> - Plan, organize, direct, coordinate, and report on City Projects. Improve and expand efforts for quality public services.
20.00%	20.00%	<b>Preparation of City Council Agenda</b> - Provide City Council members with recommendations on issues requiring legislative actions and implementation of their decisions. Initiate and review all matters requiring City Council actions.
20.00%	20.00%	<b>Intergovernmental Affairs</b> - Represent City in intergovernmental matters. Serve as City representative on task forces, committees and planning groups. Administer inter-local agreements. Monitor and report State and Federal legislation affecting the City.
20.00%	20.00%	<b>Purchasing and Contract Administration</b> - Provide City Departments/Divisions assistance in purchasing policy compliance. Assist with solicitations for professional services in accordance with applicable policies and legal restrictions.
100.00%	100.00%	

## CITY MANAGER BUDGET SUMMARY

The Fiscal Year 2023-2024 proposed budget for City Manager is \$ 342,675. This compares to the 2022-2023 projected expenditures of \$341,246, an increase of \$ 2,194 or .42%.

	FY 19/20	FY 20/21	FY 21/22	Amended FY 22/23	Projected FY 22/23	FY 23/24	Difference
	Actual	Actual	Actual	Budget	Expenditures	Budget	
Personal Services	\$ 258,605	\$ 273,298	\$ 285,596	\$ 289,586	\$ 323,256	\$ 325,450	\$ 2,194
Operating Expenditures	10,730	12,645	13,696	19,795	17,990	17,225	(765)
Capital Outlay	-	-	35,137	-	-	-	-
<b>Total</b>	<b>\$ 269,335</b>	<b>\$ 285,943</b>	<b>\$ 334,429</b>	<b>\$ 309,381</b>	<b>\$ 341,246</b>	<b>\$ 342,675</b>	<b>\$ 1,429</b>

Fiscal Year 2023-24 Proposed Budget:

Major Current Level Changes from Fiscal Year 2022-23 Projected Expenditures:

	<u>Difference</u>
1. <b>Personal Services</b> - Increase due to longevity, negotiated pay increases, and insurance costs.	\$ 2,194
2. <b>Operating Expenses</b> - Decrease due primarily to replacement of office furniture in the prior year.	\$ (765)
3. <b>Capital Outlay</b> - No change.	\$ -

# CITY OF SEBASTIAN, FLORIDA 2023/2024 ANNUAL BUDGET

## PERSONAL SERVICES SCHEDULE

### CITY MANAGER

<u>POSITION</u>	<u>PAY RANGE</u>	<u>FULL TIME EQUIVALENTS</u>				<u>Projected</u>	<u>Budget</u>
		<u>Amended</u>				<u>Expenditures</u>	<u>Budget</u>
		<u>21/22</u>	<u>22/23</u>	<u>22/23</u>	<u>23/24</u>	<u>22/23</u>	<u>23/24</u>
City Manager *		1.00	1.00	1.00	1.00	\$ 181,000	\$ 167,950
City Office Manager/Public Info Officer	51,584 / 90,270	1.00	1.00	1.00	1.00	64,915	68,500
		2.00	2.00	2.00	2.00		
		<b>TOTAL SALARIES</b>				<b>\$ 245,915</b>	<b>\$ 236,450</b>
* Salary amount includes Auto Allowance of \$ 350/mon (\$ 4,200/yr)		FICA Taxes				19,000	18,086
		Deferred Compensation				20,500	20,903
		Group Health Insurance Premium				37,450	49,607
		Employee Assistance Program				32	32
		Worker's Comp Insurance				359	372
		Total Personal Services				<u>\$ 323,256</u>	<u>\$ 325,450</u>

# CITY OF SEBASTIAN, FLORIDA 2023/2024 ANNUAL BUDGET

**CITY MANAGER**

**Code: 010005**

<u>Account</u>		<u>FY 19/20</u>	<u>FY 20/21</u>	<u>FY 21/22</u>	<u>Amended</u> <u>FY 22/23</u>	<u>FY 22/23</u>	<u>Proposed</u> <u>FY 23/24</u>
<u>Number</u>	<u>Description</u>	<u>Actual</u>	<u>Actual</u>	<u>Actual</u>	<u>Budget</u>	<u>Projected</u>	<u>Budget</u>
<b>PERSONAL SERVICES</b>							
511200	Regular Salaries	196,315	209,041	218,163	220,290	245,915	236,450
512100	FICA Taxes	14,266	15,301	16,171	16,852	19,000	18,086
512225	Deferred Compensation	17,650	18,805	19,617	19,790	20,500	20,903
512301	Group Health Insurance Premium	29,982	29,745	31,280	32,256	37,450	49,607
512309	Employee Assistance Program	32	32	32	32	32	32
512400	Worker's Comp Insurance	359	375	334	366	359	372
<b>TOTAL PERSONAL SERVICES</b>		<b>258,605</b>	<b>273,298</b>	<b>285,596</b>	<b>289,586</b>	<b>323,256</b>	<b>325,450</b>
<b>OPERATING EXPENDITURES</b>							
534000	Travel and Per Diem	1,714	804	1,475	3,450	2,000	3,450
534105	Cellular Phone	554	890	749	555	575	600
534120	Postage	9	12	4	50	20	50
534420	Equipment Leases	1,059	797	787	1,735	1,700	1,700
534620	R & M - Vehicles	255	1,537	1,462	500	500	500
534630	R & M - Office Equipment	433	230	316	780	820	900
534800	Promotional Activities	1,587	2,274	1,581	3,000	3,000	3,000
535200	Departmental Supplies	499	653	579	3,450	3,450	750
535210	Computer Supplies	30	270	0	400	250	400
535260	Gas and Oil	2,288	2,778	4,234	2,300	2,300	2,300
535410	Dues and Memberships	1,584	1,850	1,908	1,950	1,750	1,950
535450	Training and Education	720	550	600	1,625	1,625	1,625
<b>TOTAL OPERATING EXPENDITURES</b>		<b>10,730</b>	<b>12,645</b>	<b>13,696</b>	<b>19,795</b>	<b>17,990</b>	<b>17,225</b>
<b>CAPITAL OUTLAY</b>							
606400	Vehicles and Equipment	0	0	35,137	0	0	0
<b>TOTAL CAPITAL OUTLAY</b>		<b>0</b>	<b>0</b>	<b>35,137</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>TOTAL CITY MANAGER</b>		<b>269,335</b>	<b>285,943</b>	<b>334,429</b>	<b>309,381</b>	<b>341,246</b>	<b>342,675</b>

# CITY OF SEBASTIAN, FLORIDA 2023/2024 ANNUAL BUDGET

## CITY CLERK

The City Clerk is a Charter Officer who is appointed by and serves under the direction of the City Council. The office maintains the City seal, attests all documents, provides legislative support, maintains permanent records of the City, scans and provides availability of scanned documents to City staff and the public through the website in Laserfiche. The City Clerk is the City Elections Official, Canvassing Board Chair, and Records Management Liaison Officer for all City department records except Law Enforcement. The office is responsible for the City's records management program, cemetery sales and records, administration of City board and committee appointments, financial disclosure, orientation, ordinance codification, and provides recording services to City Council, CRA, Board of Adjustment, and Charter Review Committee.

### FISCAL YEAR 2023 ACCOMPLISHMENTS

- ✓ Attended City Council, Board of Adjustment, CRA, and Centennial Task Force meetings
- ✓ Provided Council support on legislative matters
- ✓ Administered the election process for two Council seats
- ✓ Continued to provide quality customer service to include public records requests
- ✓ Fielded questions regarding the new Waste Management contract
- ✓ Promoted staff training and development through webinars and networking events
- ✓ Revised the board and committee orientation process with the City Attorney's assistance
- ✓ Completed the calendar of events and festivities for the Centennial celebration
- ✓ Participated in planning meetings for the Centennial
- ✓ Assisted with the new City Attorney hiring process

### FISCAL YEAR 2024 GOALS AND OBJECTIVES

Direct Overall Municipal Service Delivery with specific focus on:

- Participate in the promotion of the Centennial via social media and at the planned events
- Assist with the Centennial fundraising process
- Attend City Council, Board of Adjustment, CRA, and Centennial Task Force meetings
- Provide Council support on legislative matters
- Administer the election process for three Council seats
- Canvass the 2023 Election
- Continue to provide quality customer service to include public records requests
- Promote staff training and development
- Codify adopted ordinances into the City of Sebastian Code
- Administer board appointments
- Hire Deputy City Clerk
- Records Specialist to serve on Events Committee
- Assist with the Coordination of the Joint County – City meetings
- Procure agenda automation software

# CITY OF SEBASTIAN, FLORIDA 2023/2024 ANNUAL BUDGET

## PERFORMANCE MEASURES

Performance Indicators	Actual 2019/2020	Actual 2020/2021	Actual 2021/2022	Projected 2022/2023	Projected 2023/2024
Records Scanned (in cubic feet)	50	35	10	35	10
Records Destroyed (in cubic feet)	307	370	424	275	300
Council Meeting Packets/Minutes	21	21	21	20	20
Cemetery Lots/Niches Sold	60	100	88	75	75
Election - Candidates Qualified	17	6	7	10	4
Legal/Display Ads Published	16	11	4	10	10
Code Supplements Distributed	2	2	0	2	2
Board Appointments Administered	37	23	8	12	12
Instruments Recorded	2	5	10	6	6
Public Records Requests	200	233	173	225	250
Other Committee Meeting Minutes Recorded	15	16	12	28	24

## CITY CLERK PROGRAM BUDGET DESCRIPTION

<i>STAFFING</i>		<i>NATURE OF ACTIVITY</i>
<i>22/23</i>	<i>23/24</i>	
15.00%	15.00%	<b>Services for City Council</b> - Prepare Council agendas, advertise hearings, post notices, take minutes of Council meetings, administer follow-up of City Council action items, prepare correspondence, prepare City Council budget, make Council travel arrangements, research services, attest & seal all documents executed by Mayor and City Manager, schedule invocations, prepare proclamations, resolutions, certificates of appreciation, prepare for and conduct Council orientation w/ CM and CA, coordinate w/ MIS for broadcast of Council, CRA, Board of Adjustment meetings.
20.00%	25.00%	<b>Services for Citizens</b> - Receive and respond to general City website e-mail link, respond to public records requests and inquiries, provide computer for public research, post legal notices, and make imaged records available on City website via Laserfiche Weblink.
15.00%	20.00%	<b>Services for Boards/Committees</b> - Board liaison, advertise vacancies, administer financial disclosure forms, update Commission on Ethics website annually, record and provide services to Board of Adjustment and CRA. Maintain and update Board Handbook, and conduct board member orientation and prepare outgoing certificates.
15.00%	10.00%	<b>Records Management</b> - Scan all permanent and long term records for staff and public into Laserfiche, administer public records requests, coordinate paper recycling and records destruction with recycling contractor in accordance with State law, maintain, update and distribute adopted Records Management Procedures Manual, coordinate with Records Liaisons Committee, maintain all original City documents, i.e. ordinances, resolutions, agreements, deeds, terminated personnel files, conduct records research for staff as requested. Conduct staff training in records management. Scans and distributes agenda packets for all City boards and Council.
15.00%	10.00%	<b>Cemetery</b> - Coordinate with Cemetery Sexton on sale of cemetery lots, maintain cemetery records/database. Respond to customer concerns and complaints.
10.00%	10.00%	<b>General Administration</b> - Prepare, post, and distribute monthly calendar, prepare annual budget for department, attend staff meetings, codify ordinances, record final plats and easements, record vacations of easement, keep log of all City vehicles, attest and seal City documents, provide notary services for City documents, respond to Cityseb emails.
10.00%	10.00%	<b>City Election</b> - The City Clerk is the City Elections Official and Chairperson of the City Canvassing Board, qualifies candidates for office and political committees, coordinates with Supervisor of Elections and State of Florida in administration of annual general elections, prepares resolutions and forms, swears in elected officials.
100.00%	100.00%	

# CITY OF SEBASTIAN, FLORIDA 2023/2024 ANNUAL BUDGET

## CITY CLERK BUDGET SUMMARY

The Fiscal Year 2023-2024 proposed budget for City Clerk is \$ 358,215. This compares to the 2022-2023 projected expenditures of \$ 227,016 an increase of \$ 131,199, or 57.79%.

	FY 19/20	FY 20/21	FY 21/22	Amended FY 22/23	Projected FY 22/23	FY 23/24	Difference
	Actual	Actual	Actual	Budget	Expenditures	Budget	
Personal Services	\$ 171,932	\$ 180,890	\$ 183,664	\$ 182,129	\$ 186,492	\$ 265,035	\$ 78,543
Operating Expenses	92,955	24,314	74,951	40,895	40,524	93,180	52,656
Capital Outlay	-	-	-	-	-	-	-
<b>Total</b>	<b>\$ 264,887</b>	<b>\$ 205,204</b>	<b>\$ 258,614</b>	<b>\$ 223,024</b>	<b>\$ 227,016</b>	<b>\$ 358,215</b>	<b>\$ 131,199</b>

Fiscal Year 2023-2024 Proposed Budget:

Major Current Level Changes from Fiscal Year 2022-2023 Projected Expenditures:

	Difference
1. <b>Personal Services</b> - Increase due to an additional position, negotiated pay increases, and insurance costs.	\$ 78,543
2. <b>Operating Expenses</b> - Increase due primarily to higher election year costs and new agenda software program.	\$ 52,656
3. <b>Capital Outlay</b> - No change.	\$ -

## PERSONAL SERVICES SCHEDULE

### CITY CLERK

POSITION	PAY RANGE	FULL TIME EQUIVALENTS				Projected	Budget
		21/22	22/23	22/23	23/24	Expenditures 22/23	23/24
City Clerk	80,024 / 140,039	1.00	1.00	1.00	1.00	\$ 100,200	\$ 100,250
Deputy City Clerk	49,130 / 85,975	0.00	0.00	0.00	1.00	-	49,250
Records Specialist I	37,440 / 65,519	1.00	1.00	1.00	1.00	46,000	48,500
Clerical Assistant I (P/T)	\$ 15.23/hr - \$ 26.65/hr	0.50	0.00	0.00	0.00	-	-
		2.50	2.00	2.00	3.00		
		<b>TOTAL SALARIES</b>				\$ 146,200	\$ 198,000
		Overtime				100	200
		FICA Taxes				11,200	15,164
		Deferred Compensation				13,200	17,839
		Group Health Insurance Premium				15,535	33,467
		Employee Assistance Program				32	48
		Worker's Comp Insurance				225	317
		<b>Total Personal Services</b>				<b>\$ 186,492</b>	<b>\$ 265,035</b>

# CITY OF SEBASTIAN, FLORIDA 2023/2024 ANNUAL BUDGET

## CITY CLERK

Code: 010009

<u>Account</u>				<u>Amended</u>		<u>Proposed</u>
<u>Number</u>	<u>Description</u>	<u>FY 19/20</u>	<u>FY 20/21</u>	<u>FY 21/22</u>	<u>FY 22/23</u>	<u>FY 23/24</u>
		<u>Actual</u>	<u>Actual</u>	<u>Actual</u>	<u>Budget</u>	<u>Projected</u>
						<u>Budget</u>
<b>PERSONAL SERVICES</b>						
511200	Salaries	132,379	142,865	144,521	142,400	146,200
511400	Overtime	0	0	129	200	100
512100	FICA Taxes	9,848	10,781	10,995	10,910	11,200
512225	Deferred Compensation	11,164	12,011	12,853	12,816	13,200
512301	Group Health Insurance Premium	18,264	14,945	14,901	15,532	15,535
512309	Employee Assistance Program	32	32	32	32	32
512400	Worker's Comp Insurance	245	256	233	239	225
<b>TOTAL PERSONAL SERVICES</b>		<b>171,932</b>	<b>180,890</b>	<b>183,664</b>	<b>182,129</b>	<b>186,492</b>
533400	Other Contractual Services	1,873	1,648	2,079	2,720	2,512
533490	Codification Services	3,378	3,443	3,902	4,650	3,940
534000	Travel and Per Diem	0	0	15	866	60
534105	Cellular Phone	262	445	443	460	460
534120	Postage	510	454	550	500	500
534420	Equipment Leases	1,260	1,511	1,494	2,195	2,155
534630	R & M - Office Equipment	1,630	1,578	1,863	2,220	2,850
534910	Clerk of Court Filing Fees	132	249	547	800	800
534920	Legal Ads	901	2,268	3,730	3,500	5,230
534990	Election Costs	81,976	10,853	59,114	20,460	20,344
535200	Departmental Supplies	307	493	528	1,100	1,100
535210	Computer Supplies	267	412	0	400	0
535230	Small Tools and Equipment	0	391	200	0	0
535410	Dues and Memberships	460	568	315	524	423
535450	Training and Education	0	0	170	500	150
<b>TOTAL OPERATING EXPENDITURES</b>		<b>92,955</b>	<b>24,314</b>	<b>74,951</b>	<b>40,895</b>	<b>40,524</b>
<b>CAPITAL OUTLAY</b>						
606400	Vehicles and Equipment	0	0	0	0	0
<b>TOTAL CAPITAL OUTLAY</b>		<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>TOTAL CITY CLERK</b>		<b>264,887</b>	<b>205,204</b>	<b>258,614</b>	<b>223,024</b>	<b>227,016</b>
						<b>358,215</b>

# CITY OF SEBASTIAN, FLORIDA 2023/2024 ANNUAL BUDGET

## CITY ATTORNEY

The City Attorney is appointed by the City Council to serve as the City's legal counsel. The City Attorney is the legal advisor and attorney to officials of the City in matters affecting the City or relating to official duties of City Officers. The City Attorney represents the City in all legal transactional and litigation matters, and monitors the representation of the City by outside counsel where appropriate.

The Office of City Attorney prepares legal instruments, including resolutions, ordinances, closing documents, bond sale documents, and legal opinions, as required.

The budget for the Office of City Attorney also includes legal fees paid to special counsel for the Code Enforcement Board and litigated actions, as required.

## FISCAL YEAR 2023 ACCOMPLISHMENTS

- ✓ Attended City Council, Planning and Zoning, Code Enforcement/Special Magistrate, Construction Board, and Board of Adjustment meetings.
- ✓ Provided regular updates to the City Council on changes to federal and state laws, as well as pending suits, settlements, and legal cases.
- ✓ Provided legal advice to the City Building Official and Construction Board during Construction Board/Public Hearings and on the Construction Board's orders.
- ✓ Provided legal support on significant police matters, including forfeiture, Risk Protective Orders, School Resource Officer agreements, and legal publications on abandoned vehicles.
- ✓ Provided legal support on significant Human Resources matters, including Union Negotiations, discipline, Last Chance Agreements, and policies.
- ✓ Maintained a professional network with local government attorneys from Indian River County, Sheriff, School Board, and other municipalities in the County.
- ✓ Assisted in reviewing and updating procurement documents and procedures.
- ✓ Reviewed significant legal claims and insurance settlements, as deemed necessary.

## FISCAL YEAR 2024 GOALS AND OBJECTIVES

- Attend City Council, Planning and Zoning, Code Enforcement/Special Magistrate, Construction Board, and Board of Adjustment Meetings.
- Attend the Florida Municipal Attorney Association; City, County, and Local Government; and Land Use or Labor and Employed Law Annual Update Seminars.
- Provide quality legal advice and services to the City Council, various boards, and City staff.
- Continue to provide regular updates to the City Council on changes to federal and state laws, as well as pending suits, settlements, and legal cases.
- Provided legal support on a City Election and the law, including being a member of the Canvassing Board.
- Continue to serve as the police legal advisor to the City of Sebastian Police Department on forfeiture, Risk Protective Orders, School Resource Office Agreements, and other legal matters.
- Continue to provide legal support on land use matters, including meeting and negotiating with staff, developers and their attorneys, and amending the Land Development Codes.
- Continue to provide legal support for all department heads.
- Continue to maintain a professional network with local government attorneys from Indian River County and other municipalities in the County.
- Continue to give advice and assist in reviewing and updating procurement documents and procedures.
- Continue to review significant legal claims and insurance settlements, as deemed necessary.
- Coordinate and monitor the use of any outside council services.
- Draft and/or review proposed ordinances, resolutions, releases, orders, and other legal documents, as needed.

# CITY OF SEBASTIAN, FLORIDA 2023/2024 ANNUAL BUDGET

## PERFORMANCE MEASURES

Performance Indicators	Actual	Actual	Actual	Projected	Projected
	2019/2020	2020/2021	2021/2022	2022/2023	2023/2024
Number of Resolutions	9	35	34	40	40
Number of Ordinances	6	5	16	20	20
Number of Meetings	35	40	60	60	60
Number of Orders	n/a	20	20	30	30

## CITY ATTORNEY PROGRAM BUDGET DESCRIPTION

STAFFING		NATURE OF ACTIVITY
22/23	23/24	
25.00%	25.00%	<b><u>Counsel to City Council and Other City Bodies</u></b> - Attend workshops, regular and special meetings of City Council, Planning Commission, Board of Adjustment, and Code Enforcement Board, as well as other City bodies as assigned and provide advice as to the law and procedures.
25.00%	25.00%	<b><u>Function as City's Solicitor</u></b> - Prepare and review ordinances, resolutions, contracts, property instruments and other legal documents on behalf of the City.
40.00%	40.00%	<b><u>City Legal Advisor</u></b> - Provide legal counsel to and attends meetings with City Manager, department directors and key personnel on a day-to-day basis. Provide legal opinions to City Council and Manager as requested.
10.00%	10.00%	<b><u>Legal Representative</u></b> - Represent City in litigation and administrative proceedings as required. Act as General Counsel to the City in the supervision of outside counsel.
100.00%	100.00%	

# CITY OF SEBASTIAN, FLORIDA 2023/2024 ANNUAL BUDGET

## CITY ATTORNEY BUDGET SUMMARY

The Fiscal Year 2023-2024 proposed budget for the City Attorney is \$ 252,880. This compares to the 2022-2023 projected expenditures of \$ 233,543, an increase of \$ 19,337, or 8.28%.

	FY 19/20	FY 20/21	FY 21/22	Amended FY 22/23	Projected FY 22/23	FY 23/24	Difference
	Actual	Actual	Actual	Budget	Expenditures	Budget	
Personal Services	\$ 92,686	\$ 162,196	\$ 176,827	\$ 188,555	\$ 150,703	\$ 205,775	\$ 55,072
Operating Expenses	74,359	33,499	25,565	82,890	82,840	47,105	(35,735)
Capital Outlay	-	-	-	-	-	-	-
<b>Total</b>	<b>\$ 167,044</b>	<b>\$ 195,696</b>	<b>\$ 202,392</b>	<b>\$ 271,445</b>	<b>\$ 233,543</b>	<b>\$ 252,880</b>	<b>\$ 19,337</b>

Fiscal Year 2023-24 Proposed Budget:

Major Current Level Changes from Fiscal Year 2022-23 Projected Expenditures:

	Difference
<b>1. Personal Services</b> - Increase due primarily to having position filled and auto allowance for the full year.	\$ 55,072
<b>2. Operating Expenses</b> - Decrease due to lower anticipated outside counsel expenses.	\$ (35,735)
<b>3. Capital Outlay</b> - No change.	\$ -

## PERSONAL SERVICES SCHEDULE

### CITY ATTORNEY

<u>POSITION</u>	<u>PAY RANGE</u>	<u>FULL TIME EQUIVALENTS</u>				<u>Projected</u>		
		<u>Amended</u>				<u>Expenditures</u>	<u>Budget</u>	
		<u>21/22</u>	<u>22/23</u>	<u>22/23</u>	<u>23/24</u>	<u>22/23</u>	<u>23/24</u>	
City Attorney *		1.00	1.00	1.00	1.00	\$ 113,000	\$ 151,700	
		1.00	1.00	1.00	1.00			
		<b>TOTAL SALARIES</b>				<b>\$ 113,000</b>	<b>\$ 151,700</b>	
* Salary amount includes Auto Allowance of \$ 350/mon (\$ 4,200/yr)		Overtime				-	-	
		FICA Taxes				8,630	11,605	
		Deferred Compensation					9,400	13,278
		Group Health Insurance Premium					19,500	28,984
		Employee Assistance Program					12	16
		Worker's Comp Insurance					161	192
		<b>Total Personal Services</b>				<b>\$ 150,703</b>	<b>\$ 205,775</b>	

# CITY OF SEBASTIAN, FLORIDA 2023/2024 ANNUAL BUDGET

## CITY ATTORNEY

Code: 010010

Account	FY 19/20	FY 20/21	FY 21/22	Amended FY 22/23	FY 22/23	Proposed FY 23/24
Number            Description	Actual	Actual	Actual	Budget	Projected	Budget
<b>PERSONAL SERVICES</b>						
511200 Salaries	70,154	123,348	130,171	137,950	113,000	151,700
512100 FICA Taxes	5,653	9,436	9,958	10,555	8,630	11,605
512225 Deferred Compensation	6,231	11,092	11,697	12,398	9,400	13,278
512301 Group Health Insurance Premium	10,639	18,124	24,831	27,434	19,500	28,984
512309 Employee Assistance Program	9	16	16	16	12	16
512400 Worker's Comp Insurance	0	180	153	202	161	192
<b>TOTAL PERSONAL SERVICES</b>	<b>92,686</b>	<b>162,196</b>	<b>176,827</b>	<b>188,555</b>	<b>150,703</b>	<b>205,775</b>
<b>OPERATING EXPENDITURES</b>						
533400 Other Contractual Services	73,062	23,708	15,077	65,200	65,200	30,700
534000 Travel and Per Diem	0	593	0	3,000	3,000	3,000
534105 Cellular Phone	484	448	440	445	420	480
534115 On-Line Services	0	5,031	6,859	7,065	7,065	7,385
534120 Postage	15	47	0	40	40	25
534130 Express Mail	24	0	0	30	30	50
534420 Equipment Leases	40	797	787	630	605	605
534630 R & M - Office Equipment	22	231	331	300	300	360
535200 Departmental Supplies	366	966	0	2,500	2,500	1,000
535210 Computer Supplies	0	48	0	0	0	100
535410 Dues and Memberships	345	355	355	680	680	650
535420 Books and Publications	0	0	1,715	1,000	1,000	1,750
535450 Training and Education	0	1,275	0	2,000	2,000	1,000
<b>TOTAL OPERATING EXPENDITURES</b>	<b>74,359</b>	<b>33,499</b>	<b>25,565</b>	<b>82,890</b>	<b>82,840</b>	<b>47,105</b>
<b>CAPITAL OUTLAY</b>						
606400 Vehicles and Equipment	0	0	0	0	0	0
<b>TOTAL CAPITAL OUTLAY</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>TOTAL CITY ATTORNEY</b>	<b>167,044</b>	<b>195,696</b>	<b>202,392</b>	<b>271,445</b>	<b>233,543</b>	<b>252,880</b>

# CITY OF SEBASTIAN, FLORIDA 2023/2024 ANNUAL BUDGET

## FINANCE DEPARTMENT

The Finance Department primarily provides support services to other City departments. It is organized into two primary sections, which are Finance and Purchasing.

The Finance Section's main responsibility is to conduct the fiscal affairs of the City in compliance with all applicable laws, regulations, and sound business practices and to diligently safeguard the resources of the city. It is also responsible for documenting compliance with grant provisions, processing grant reimbursements and monitoring construction projects to assure spending is within amounts appropriated.

The Purchasing Section monitors all purchases and new agreements. An effort is made to regularly review outstanding agreements to be sure renewals are timely and the terms are adhered to.

## FISCAL YEAR 2023 ACCOMPLISHMENTS

- ✓ Twenty-fourth time awardee of the Government Finance Officers Association Certificate of Achievement for Excellence in Financial Reporting for the Comprehensive Annual Financial Report and eighteenth time awardee of the Government Finance Officers Association Distinguished Budget Presentation Award.
- ✓ Maintained American Express corporate card and Bank of America purchasing card programs.
- ✓ Processed weekly accounts payable checks accurately and with minimal issues.
- ✓ Served as risk manager regarding property and liability insurance policies and claims.
- ✓ Provided administrative support to the Police Officers Pension Plan.
- ✓ Handled grant accounting and financial reporting requirements in coordination with other departments expected to adhere to requirements for narrative reports on progress.
- ✓ Processed bi-weekly payroll and insured adherence to labor agreement provisions.
- ✓ Participated in extended negotiations for new three year labor agreements.
- ✓ Issued request for proposals and followed State procedures to select a new auditing firm.

## FISCAL YEAR 2024 GOALS AND OBJECTIVES

- Generate cost savings ideas through internal audits/staff involvement.
- Continue to provide responsive service to all customers, citizens, vendors, and employees.
- Submit 2022-2023 Comprehensive Annual Financial Report for Excellence for Financial Reporting Award and 2023-2024 Annual Budget document for the Distinguished Budget Presentation Award to the Government Finance Officers Association.
- Provide timely financial information to the City administration and the general public by issuing the City's Comprehensive Annual Financial Report no later than February 28th each year.
- Provide timely adopted budget document to the City administration and the general public by issuing the City's Annual Budget document no later than October 31th each year.
- Continue staff training in accounting, risk management, and emergency management.
- Work to document procurement processes and procedures in a form that can be easily followed.
- Reevaluate purchasing procedures and seek approvals for revisions as needed.
- Participate in efforts to streamline and make the purchasing process more efficient.

# CITY OF SEBASTIAN, FLORIDA 2023/2024 ANNUAL BUDGET

## PERFORMANCE MEASURES

Performance Indicators	Actual 2019/2020	Actual 2020/2021	Actual 2021/2022	Projected 2022/2023	Projected 2023/2024
Program Cost Per Capita	\$26.81	\$25.58	\$28.95	\$23.11	\$27.84
Journal Entries Processed	940	939	957	1,000	1,000
Accounts Payable Invoices Processed	3,001	3,055	3,329	3,500	3,400
Accounts Payable Checks Processed	1,983	2,019	2,039	2,150	2,100
Purchase Orders Processed	350	400	387	425	425
Payroll Checks Processed	4,372	4,429	4,557	4,600	4,500
Purchasing/Corporate Card Transactions Processed	2,747	2,770	2,877	3,000	3,000
Purchasing Card Users	41	41	42	42	44
Garage Sale Permits Issued	385	374	693	850	800
Number of Fixed Assets Records	2,695	2,687	2,699	2,700	2,700
Comprehensive Annual Financial Statement issued	02/24/21	03/03/22	03/22/23	03/01/24	03/01/25
Annual Budget Document issued	10/25/19	11/10/20	11/16/21	10/28/22	10/28/23
Excellence in Financial Reporting Award (consecutive years)	22	23	24	25	26
Distinguished Budget Presentation Award (consecutive years)	16	17	18	19	20

# CITY OF SEBASTIAN, FLORIDA 2023/2024 ANNUAL BUDGET

## FINANCE PROGRAM BUDGET

<i>STAFFING</i>		<i>NATURE OF ACTIVITY</i>
22/23	23/24	
18.00%	21.00%	<b>General Accounting</b> - Data entry for general ledger activity for all City operations, bank reconciliations, preparation of federal, state and local reports, and allocation of charges to City departments. Ensure all accounting information is entered timely and accurately. Maintain fixed assets records and ensure assets are recorded and tagged properly. Account for all Capital Projects. Prepare monthly rental and lease invoices. Monitor and review airport and facility lease agreements.
10.00%	13.00%	<b>Accounts Payable</b> - Review all requests for payment and prepare checks. Process and pay purchasing card transactions. Ensure appropriate discounts are taken and invoices are paid prior to due date, audit travel expense reports and prepare year end 1099's.
6.00%	8.00%	<b>Budget</b> - Assist the City Manager in preparation of annual budget. Ensure budget is comprehensive as to communication, coordination and control. Submit final budget to the Government Finance Officers Association Awards Program and quarterly budget amendment packages to the Council.
9.00%	6.00%	<b>Payroll</b> - Review and process payroll, including benefits, deductions, leave availability, and workers compensation. Prepare quarterly reports to the workers compensation insurance carrier. Prepare employee insurance invoices for payment. Monitor ADP to insure quarterly and annual payroll tax reports and year end W-2's are processed correctly.
5.00%	7.00%	<b>Auditing and Financial Reporting</b> - Analyze general ledger accounts, develop and prepare subsidiary ledgers for the annual audit. Analyze financial data. Prepare monthly budget to actual statements and annual financial statements. Prepare annual State reports, such as Comptroller's Report, Transportation Report, and other complex financial analyses. Invest operating and construction funds. Make debt service payments and record transactions. Complete the Comprehensive Annual Financial Report and submit to the Government Finance Officers Association Award Program.
10.00%	10.00%	<b>Contract and Agreement Management</b> - Maintain a contract database tracking all deliverables, terms, and action dates. Review terms and make recommendations for any potential changes. Support Department Heads and Project Managers on contract issues.
6.00%	11.00%	<b>Procurement</b> - Research, negotiate pricing, seek out best practices and implement for procurement. Support Department Heads and staff in the procurement process. Build City relationships with vendors. Update Policies and Procedures as needed.
3.00%	0.00%	<b>Hiring New Employees</b> - Post position, accept applications, screen applications for minimum qualifications, prepare employment and rejection letters, prepare new hire package, schedule pre-employment physical and drug screens, conduct new hire orientations, conduct employment and background investigations, coordinate with departments regarding examinations for skilled positions. Interview applicants as part of panel.
6.00%	9.00%	<b>Customer Service</b> - Respond to customer inquiries both in person and on the phone. Route incoming calls, complaints, concerns, etc to the appropriate department. Receive mail and packages and sort and distribute appropriately. Provide support to other employees and departments as needed.
3.00%	0.00%	<b>Employee Support</b> - Provide protection to both City and employees by following federal and state laws/regulations. Manage employee relations and identify labor costs. Mediate and resolve disputes between management and employees. Maintain, update, and implement City Human Resources policies and procedures. Develop and coordinate employee training. Review and revise job descriptions and pay scales. Maintain all employee files. Provide administrative support to the Police Pension Plan.
2.00%	1.00%	<b>Grants &amp; Special Projects</b> - Responsible for quarterly status, reimbursement reports, close out documentation and federal and state compliance to grantors. Compile data on hurricane damages, submit, and follow up on.
3.00%	0.00%	<b>In-Service Actions</b> - Process employee action notices for activity - promotions, demotions and transfers. Maintain personnel and subject files. Update salary schedules and compensation plans. Administer employee evaluation program.
3.00%	0.00%	<b>Effective Insurance Plans</b> - Develop and maintain a comprehensive, innovative and effectively managed insurance benefits plan for all employees and dependents. Provide clear prevention opportunities and participation options for employees and dependents.
4.00%	1.00%	<b>Risk Management</b> - Ensure that liability insurance claims are promptly submitted to the insurance carrier. Resolve minor claims that are lower than deductible limits in a fair and consistent manner. Insure Workers Compensation claims are submitted to carrier. Maintain correspondence with insurance carrier for all liability and workers compensation claims from inception to completion or return to work. Negotiate carrier benefits and rates. Coordinate all safety training.
1.00%	1.00%	<b>Union Negotiations, Contract Administration</b> - Negotiate labor agreements with both PBA and CWA and any Memos of Understanding necessary during the life of existing contracts. Perform support research, document preparation and record minutes. Review, rewrite and organize Rules and Regulations.
10.00%	8.00%	<b>Cash Management</b> - Collect revenues from taxes, intergovernmental revenues, franchise fees, utility taxes, occupational licenses, parking citations, special assessments, and rentals. Monitor collections as compared to budget. Invest any available cash balances, as warranted.
1.00%	4.00%	<b>Records Management</b> - Records storage, disposition, and destruction. Insure annual compliance. Complete transmittals, box labels, records disposition and destruction forms, and update master log.
100.00%	100.00%	

# CITY OF SEBASTIAN, FLORIDA 2023/2024 ANNUAL BUDGET

## FINANCE BUDGET SUMMARY

The Fiscal Year 2023-2024 proposed budget for Finance is \$735,002. This compares to the 2022-2023 projected expenditures of \$598,828, an increase of \$ 136,174, or 22.74% .

	FY 19/20	FY 20/21	FY 21/22	Amended FY 22/23	Projected FY 22/23	FY 23/24	Difference
	Actual	Actual	Actual	Budget	Expenditures	Budget	
Personal Services	\$ 539,816	\$ 514,984	\$ 580,627	\$ 504,435	\$ 478,380	\$ 595,440	\$ 117,060
Operating Expenses	134,857	141,322	156,151	118,862	120,448	139,562	19,114
Capital Outlay	-	-	-	-	-	-	-
<b>Total</b>	<b>\$ 674,673</b>	<b>\$ 656,306</b>	<b>\$ 736,778</b>	<b>\$ 623,297</b>	<b>\$ 598,828</b>	<b>\$ 735,002</b>	<b>\$ 136,174</b>

Fiscal Year 2023-24 Proposed Budget:

Major Current Level Changes from Fiscal Year 2022-23 Projected Expenditures:

	Difference
1. <b>Personal Services</b> - Increase due to a new position, negotiated pay increases, and insurance costs.	\$ 117,060
2. <b>Operating Expenses</b> - Increase due primarily to audit fee, payroll service fee, and software fee increases.	\$ 19,114
3. <b>Capital Outlay</b> - No change.	\$ -

## PERSONAL SERVICES SCHEDULE

### FINANCE DEPARTMENT

POSITION	PAY RANGE	FULL TIME EQUIVALENTS				Projected	Budget
		Amended				Expenditure	
		21/22	22/23	22/23	23/24	22/23	23/24
Finance Director	97,269 / 170,218	1.00	1.00	1.00	1.00	\$ 152,450	\$ 161,500
Assistant Finance Director	76,213 / 133,370	1.00	1.00	1.00	1.00	83,250	89,750
Purchasing Manager	65,836 / 115,210	1.00	1.00	1.00	1.00	60,150	66,250
Financial Assistant	49,130 / 85,975	0.00	0.00	0.00	1.00	-	49,250
Accountant	49,130 / 85,975	1.00	1.00	1.00	1.00	50,500	54,250
Accounting Clerk II	37,440 / 65,519	1.00	1.00	1.00	1.00	34,000	37,750
Human Resources Director*		1.00	1.00	0.00	0.00	-	-
Human Resources Assistant*		0.00	1.00	0.00	0.00	-	-
		6.00	7.00	5.00	6.00		
*Positions moved to Human Resources Department in FY23		<b>TOTAL SALARIES</b>				\$ 380,350	\$ 458,750
						Overtime	100 200
						FICA Taxes	29,100 35,110
						Deferred Compensation	34,250 41,306
						Group Health Insurance Premium	33,950 59,245
						Employee Assistance Program	79 95
						Worker's Comp Insurance	551 734
						<b>Total Personal Services</b>	<b>\$ 478,380 \$ 595,440</b>

# CITY OF SEBASTIAN, FLORIDA 2023/2024 ANNUAL BUDGET

## FINANCE DEPARTMENT

Code: 010020

Account Number	Description	FY 19/20 Actual	FY 20/21 Actual	FY 21/22 Actual	Amended FY 22/23 Budget	FY 22/23 Projected	Proposed FY 23/24 Budget
<b>PERSONAL SERVICES</b>							
511200	Regular Salaries	425,276	411,119	464,538	396,329	380,350	458,750
511400	Overtime	0	11	0	200	100	200
512100	FICA Taxes	31,801	31,115	35,207	30,290	29,100	35,110
512225	Deferred Compensation	38,126	36,472	41,308	35,564	34,250	41,306
512301	Group Health Insurance Premium	43,776	35,379	38,770	41,268	33,950	59,245
512309	Employee Assistance Program	95	88	94	83	79	95
512400	Worker's Comp Insurance	741	799	710	701	551	734
<b>TOTAL PERSONAL SERVICES</b>		<b>539,816</b>	<b>514,984</b>	<b>580,627</b>	<b>504,435</b>	<b>478,380</b>	<b>595,440</b>
<b>OPERATING EXPENDITURES</b>							
533175	Employee Background Testing	13,612	18,899	15,123	0	0	0
533200	Audit Fees	37,750	38,547	36,780	38,940	39,252	52,182
533400	Other Contractual Services	28,610	28,550	46,667	27,750	29,650	31,000
534000	Travel and Per Diem	261	97	0	500	0	500
534105	Cellular Telephone	0	882	532	0	0	0
534110	Internet Access	825	0	0	0	0	0
534120	Postage	2,370	1,723	1,837	1,920	2,145	2,210
534420	Equipment Leases	3,304	3,698	3,640	3,502	3,426	3,440
534630	R & M - Office Equipment	31,874	32,571	34,926	35,900	35,900	38,000
534800	Promotional Activities	50	0	0	0	0	0
534825	Advertising	5,693	5,615	9,467	0	0	0
534920	Legal Ads	1,416	971	1,524	1,750	2,400	2,500
535200	Departmental Supplies	3,404	5,374	3,130	3,550	3,550	4,875
535205	Bank Charges	136	130	55	170	130	130
535210	Computer Supplies	199	673	271	600	600	600
535410	Dues and Memberships	3,424	2,594	2,094	2,530	2,895	2,875
535420	Books and Publications	0	0	88	250	0	250
535450	Training and Education	1,929	998	17	1,500	500	1,000
<b>TOTAL OPERATING EXPENDITURES</b>		<b>134,857</b>	<b>141,322</b>	<b>156,151</b>	<b>118,862</b>	<b>120,448</b>	<b>139,562</b>
<b>CAPITAL OUTLAY</b>							
606400	Vehicles and Equipment	0	0	0	0	0	0
<b>TOTAL CAPITAL OUTLAY</b>		<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>TOTAL FINANCE</b>		<b>674,673</b>	<b>656,306</b>	<b>736,778</b>	<b>623,297</b>	<b>598,828</b>	<b>735,002</b>

# CITY OF SEBASTIAN, FLORIDA 2023/2024 ANNUAL BUDGET

## MANAGEMENT INFORMATION SYSTEMS DEPARTMENT

The Management Information Systems department consists of five (5) full-time and two (2) part-time staff members. This department is responsible for the purchase, operation, and maintenance of the City's approved computerized hardware and software infrastructure, and either provides or recommends training for its use. This department also oversees the live broadcast of most of the City's boards and committee meetings, 24 hour broadcasting of COStv and creation/maintenance of all City websites and their content. This department provides support for approximately 200 computers, over 40 printers and copiers, along with other systems including computerized physical access control systems, the public safety computer infrastructure, accounting systems, the City's geographic information systems, computerized fuel monitoring, and ensures all systems that are connected are secured across all city facilities. Additionally, the MIS department supports hardware and software for Internet/Intranet accounts, provides maintenance of email systems, oversees the telephone system, and has the responsibility of initializing and maintaining City issued cellular devices. MIS coordinates with other departments relating to use and configuration of the records imaging software (Laserfiche) and other departmental records management software systems.

### FISCAL YEAR 2023 ACCOMPLISHMENTS

- ✓ Performed planned upgrades for computers across city facilities
- ✓ Implemented additional security measures in city parks
- ✓ Broadcasted major events
- ✓ Connected the Public Works Compound to the city network and provided infrastructure and systems to bring it fully online
- ✓ Upgraded security infrastructure at the airport
- ✓ Enhanced broadcast capabilities for board and council meetings held in the chambers
- ✓ Increased network bandwidth across all city facilities

### FISCAL YEAR 2024 GOALS AND OBJECTIVES

- Continue to enhance and ensure the security of systems in the workplace
- Ensure accessibility of all boards and council meetings to the public for viewership and participation
- Improve function, operation, and usability for all departments within the city
- Implement new systems to enhance functions and daily operations as needed
- Train users on the proper usage and function on systems implemented for their convenience
- Provide support and develop digital platforms to help prepare for the Sebastian Centennial celebration

### PERFORMANCE MEASURES

Performance Indicators	Actual 2019/2020	Actual 2020/2021	Actual 2021/2022	Projected 2022/2023	Projected 2023/2024
Workorders Processed	2513	2521	2385	2800	2550
Server/Network/Phone Outages Serviced	12	14	12	12	12
Web/COS-TV Workorders Processed	358	482	429	400	550
Programs Aired Live on COS-TV	83	84	81	90	90
User Training hours performed/supported	243	90	135	120	110

# CITY OF SEBASTIAN, FLORIDA 2023/2024 ANNUAL BUDGET

## MANAGEMENT INFORMATION SERVICES PROGRAM BUDGET DESCRIPTION

<i>STAFFING</i>		<i>NATURE OF ACTIVITY</i>
<i>22/23</i>	<i>23/24</i>	
10.00%	10.00%	<b><u>Network Analysis, Design, and Configuration</u></b> - This includes the assessment of the city's current data needs, as well as projected needs for all software and hardware, and the documentation of all systems.
25.00%	25.00%	<b><u>End User Support</u></b> - This includes hardware troubleshooting and repair, as well as, assisting users in the use of all data resources.
3.00%	3.00%	<b><u>Network Administration</u></b> - This includes the daily administration of network resources such as maintaining user accounts, e-mail accounts, data backup etc...
2.00%	2.00%	<b><u>Division Administration</u></b> - This includes the functions necessary to support the internal administrative needs of the MIS division's resources and personnel.
2.00%	2.00%	<b><u>Technology Research and Development</u></b> - This is the time necessary to research and evaluate technology related products and services for purchase and implementation.
25.00%	25.00%	<b><u>Broadcasting/Recording/Content Creation</u></b> - broadcast board meetings live from council chambers. Filming for commercials or other productions as directed. Creation of the daily programming schedule. Creation of all the video files for the Web Archive service. Creation of print advertising/banners as requested. Creation of COSTv slides as needed. Any items needed are requested via work order.
2.00%	2.00%	<b><u>Website Support</u></b> - posting of all agendas & packets, adding the city's events to the events calendar on the city's main site. Making any additions or changes that are needed for the information on all the city's websites to stay up-to-date. Any additions or changes are requested via work orders.
10.00%	10.00%	<b><u>Maintenance</u></b> - monitoring and addressing MIS technical items. These include servers, switches, and other specialized hardware that is essential to the day to day operations of the MIS division. This includes the daily administration of network resources such as maintaining user accounts, e-mail accounts, data backup etc...
20.00%	20.00%	<b><u>Security &amp; Training</u></b> - securing all endpoints and servers against unwanted intrusion. Training of end users on safe usage of city provided technology. Making sure that systems have all needed patches. Securing all internet based services against hacking/breaches.
1.00%	1.00%	<b><u>Records Management</u></b> - Maintain the electronic records for the the City of Sebastian. This includes the public emails and the laserfiche system. work with the the City Clerks office to ensure our the city's electronic record storage is both user/public friendly and secured.
100.00%	100.00%	

# CITY OF SEBASTIAN, FLORIDA 2023/2024 ANNUAL BUDGET

## MANAGEMENT INFORMATION SYSTEMS BUDGET SUMMARY

The Fiscal Year 2023-2024 proposed budget for Management Information Systems is \$ 678,425, this compares to the 2022-2023 projected expenditures of \$636,125, an increase of \$ 42,300, or 6.65%.

	FY 19/20	FY 20/21	FY 21/22	Amended FY 22/23	Projected FY 22/23	FY 23/24	Difference
	Actual	Actual	Actual	Budget	Expenditures	Budget	
Personal Services	\$ 345,874	\$ 347,018	\$ 371,674	\$ 447,581	\$ 411,720	\$ 463,700	\$ 51,980
Operating Expenses	163,865	166,312	171,793	280,290	224,405	214,725	(9,680)
Capital Outlay	2,011	-	-	-	-	-	-
<b>Total</b>	<b>\$ 511,750</b>	<b>\$ 513,329</b>	<b>\$ 543,467</b>	<b>\$ 727,871</b>	<b>\$ 636,125</b>	<b>\$ 678,425</b>	<b>\$ 42,300</b>

Fiscal Year 2023-2024 Proposed Budget:

Major Current Level Changes from Fiscal Year 2022-2023 Projected Expenditures:

	Difference
1. <b>Personal Services</b> - Increase due to longevity, having positions full all year, negotiated pay increases, and insurance costs.	\$ 51,980
2. <b>Operating Expenses</b> - Slight decrease due to some software renewals not being due this year.	\$ (9,680)
3. <b>Capital Outlay</b> - No change.	\$ -

## PERSONAL SERVICES SCHEDULE

### MANAGEMENT INFORMATION SERVICES

POSITION	PAY RANGE	FULL TIME EQUIVALENTS				Projected	Budget	
		21/22	22/23	Amended 22/23	23/24	Expenditure 22/23	23/24	
MIS Manager	76,213 / 133,370	1.00	1.00	1.00	1.00	\$ 91,100	\$ 96,000	
Systems Administrator	62,701 / 109,724	1.00	1.00	1.00	1.00	60,700	65,500	
MIS Assistant Manager	56,871 / 99,523	1.00	1.00	1.00	1.00	67,000	70,500	
Help Desk Technician	39,520 / 69,159	1.00	1.00	1.00	1.00	26,750	42,750	
Help Desk Technician/Administrative Asst	37,440 / 65,519	1.00	1.00	1.00	1.00	38,000	40,500	
Audio Visual Technician (P/T)	\$ 15.23/hr - \$ 26.65/hr	0.50	0.50	0.50	1.00	16,750	40,000	
Audio Visual Technical Analyst (P/T)	\$ 19.00/hr - \$ 33.25/hr	0.50	0.50	0.50	0.00	12,200	-	
		6.00	6.00	6.00	6.00			
		<b>TOTAL SALARIES</b>				\$ 312,500	\$ 355,250	
						Overtime	5,000	2,000
						FICA Taxes	24,135	27,330
						Deferred Compensation	25,790	28,715
						Group Health Insurance Premium	43,750	49,754
						Employee Assistance Program	71	79
						Worker's Comp Insurance	474	572
						<b>Total Personal Services</b>	<b>\$ 411,720</b>	<b>\$ 463,700</b>

# CITY OF SEBASTIAN, FLORIDA 2023/2024 ANNUAL BUDGET

## CAPITAL OUTLAY SCHEDULE

### MANAGEMENT INFORMATION SERVICES - TO BE FUNDED BY DISCRETIONARY SALES TAX

<u>DESCRIPTION</u>	<u>EXPENDITURES PER FISCAL YEAR</u>					
	<u>2023/24</u>	<u>2024/25</u>	<u>2025/26</u>	<u>2026-27</u>	<u>2027-28</u>	<u>TOTAL</u>
VxRail Server/Host Update	\$ 43,195	\$ 45,355	\$ 45,355	\$ 45,355	\$ 45,355	\$ 224,615
Citywide Computers	45,000	35,000	45,000	35,000	45,000	205,000
COStv Equipment	15,000	15,000	15,000	15,000	15,000	75,000
Network Infrastructure	30,000	30,000	30,000	30,000	30,000	150,000
Core and Remote Switches	60,000	-	-	-	-	60,000
Security Cameras	30,000	-	-	-	-	30,000
Sidewalk Assurance System	50,000	-	-	-	-	50,000
Cyber Security Features	30,000	-	-	-	-	30,000
Public Works Compound Firewall	75,000	-	-	-	-	75,000
<b>Total</b>	<b>\$ 378,195</b>	<b>\$ 125,355</b>	<b>\$ 135,355</b>	<b>\$ 125,355</b>	<b>\$ 135,355</b>	<b>\$ 899,615</b>

# CITY OF SEBASTIAN, FLORIDA 2023/2024 ANNUAL BUDGET

## MANAGEMENT INFORMATION SYSTEMS

Code: 010021

Account Number	Description	FY 19/20 Actual	FY 20/21 Actual	FY 21/22 Actual	Amended FY 22/23 Budget	FY 22/23 Projected	Proposed FY 23/24 Budget
<b>PERSONAL SERVICES</b>							
511200	Regular Salaries	257,337	261,640	280,617	333,910	312,500	355,250
511400	Overtime	3,805	490	1,285	500	5,000	2,000
512100	FICA Taxes	18,759	19,196	20,498	25,582	24,135	27,330
512225	Deferred Compensation	21,120	21,219	22,017	26,592	25,790	28,715
512301	Group Health Insurance Premium	44,307	43,924	46,713	60,371	43,750	49,754
512309	Employee Assistance Program	63	63	65	79	71	79
512400	Worker's Comp Insurance	483	485	479	547	474	572
<b>TOTAL PERSONAL SERVICES</b>		<b>345,874</b>	<b>347,018</b>	<b>371,674</b>	<b>447,581</b>	<b>411,720</b>	<b>463,700</b>
<b>OPERATING EXPENDITURES</b>							
533120	Consultants	0	0	0	0	0	0
533400	Other Contractual Services	34,685	0	616	0	0	0
534000	Travel and Per Diem	0	0	126	1,200	1,200	1,200
534105	Cellular Phone	2,291	3,711	2,406	2,715	1,120	1,080
534110	Internet Access	23,129	25,245	27,134	49,960	49,960	55,755
534120	Postage	8	0	2	0	25	25
534130	Express Mail	0	74	0	150	400	200
534420	Equipment Leases	178	214	218	215	215	215
534630	R & M - Office Equipment	80,333	98,905	97,182	117,900	117,900	109,000
534640	R & M - Operating Equipment	0	0	0	0	0	0
535200	Departmental Supplies	1,214	684	491	0	400	350
535210	Computer Supplies	9,149	11,592	8,651	7,000	9,000	9,000
535230	Small Tools and Equipment	317	67	616	850	250	200
535410	Dues and Memberships	10,563	22,579	31,321	95,000	40,000	32,000
535420	Books and Publications	0	0	0	100	100	0
535450	Training and Education	1,999	3,240	3,032	5,200	3,835	5,700
<b>TOTAL OPERATING EXPENDITURES</b>		<b>163,865</b>	<b>166,312</b>	<b>171,793</b>	<b>280,290</b>	<b>224,405</b>	<b>214,725</b>
<b>CAPITAL OUTLAY</b>							
606400	Vehicles and Equipment	2,011	0	0	0	0	0
<b>TOTAL CAPITAL OUTLAY</b>		<b>2,011</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>TOTAL MANAGEMENT INFORMATION SYSTEMS DIVISION</b>		<b>511,750</b>	<b>513,329</b>	<b>543,467</b>	<b>727,871</b>	<b>636,125</b>	<b>678,425</b>

# CITY OF SEBASTIAN, FLORIDA 2023/2024 ANNUAL BUDGET

## HUMAN RESOURCES DEPARTMENT

The Human Resources Department primarily provides support services to other City departments. The Human Resources Department was part of Administrative Services until April 1, 2023.

The Human Resources Department is responsible for the life cycle of an employee (i.e., recruiting, hiring, onboarding, training and termination), retention of employees, and administering employee benefits (Medical, Dental, Vision, Life Insurance, Employee Assistance Program, etc.). In addition to implementing and advising on rules and regulations to ensure compliance with employee laws, Human Resources is responsible for policies and procedures, negotiating collective bargaining agreements, discipline and grievance handling and employee salary administration. Human Resources is responsible for service recognition, employee special events, and employee training. Human Resources is responsible for Safety, Workers' Compensation and the City's liability cases. Last, Human Resources is responsible for the administration of police pensions.

## FISCAL YEAR 2023 ACCOMPLISHMENTS

- ✓ Recruited for 32 positions, interviewed 223 applicants, processed 22 terminations.
- ✓ Hired and oriented 24 new employees, promoted 10 employees, made conditional offers to 5 Police Officers/Recruits and 911 Dispatchers.
- ✓ Initiated the Neogov recruitment software. City applications are now on the City website.
- ✓ Assisted in negotiating two union contracts with IUPA (police and civilian).
- ✓ Assisted in negotiating and recommending employee medical, dental, vision, life insurance, long term disability, and employee assistance benefits.
- ✓ Assisted in the preparation of biweekly payroll. Managed Employee Family and Medical Leave.
- ✓ Promoted safety – responsible for workers compensation and communicating information to Florida League of Cities (6 cases thru 05/18/23).
- ✓ Served as risk manager for property and liability insurance policies and claims (12 cases claimed and 18 cases under \$ 1,000).
- ✓ Provided administrative support to the Police Officers Pension Plan.
- ✓ Completed payroll for FEMA Cat A and B and documentation for 2 hurricanes (Ian and Nicole).
- ✓ Completed and monitored city liability insurance claims for the 2 hurricanes (Ian and Nicole).
- ✓ Established Sign-On bonuses for new employees (17 employees received Sign-On bonuses; established reimbursement program for new Police Recruits).
- ✓ Added a Human Resources Assistant.
- ✓ Held an Employee Health Fair and Expo.
- ✓ Held 1 job fair and attended a job fair.
- ✓ Improved internal processes to operate more efficiently.

# CITY OF SEBASTIAN, FLORIDA 2023/2024 ANNUAL BUDGET

## FISCAL YEAR 2024 GOALS AND OBJECTIVES

- Establish an online Employee Handbook, including Human Resources Policies and procedures.
- Recruit and promote the most qualified candidates, recognizing the value of diversity and equal employment; i.e. Neogov, Indeed, Social Media, associations, etc. and attend job fairs.
- Initiate an online Performance Review process and form.
- Continue to provide up-to-date information regarding employee benefits.
- Assist in the preparation of biweekly payroll. Manage Employee Family and Medical Leave.
- Promote a safe and healthy workplace, reflecting commitment to fairness and equality.
- Re-establish the Safety Committee; administer workers compensation and communicate information to Florida League.
- Perform the duties of risk manager for property and liability insurance policies and claims.
- Provide administrative support to the Police Officers Pension Plan.
- Hold and Employee Health Fair and Expo.
- Improve internal processes to operate more efficiently.
- Provide low cost quality training (in-house and on-line) for City employees.
- Continue staff training in human resources, workers compensation, risk management, and emergency management.
- Continue to provide responsive service to all customers, citizens, vendors, and employees.
- Continue administration of Sustainable Sebastian projects and outreach

## PERFORMANCE MEASURES

Performance Indicators	Actual 2019/2020	Actual 2020/2021	Actual 2021/2022	Projected 2022/2023	Projected 2023/2024
Total Full and Part-time Positions	180	179	185	193	199
Terminations/Resignations/Retirements	33	35	31	30	30
HR hours to process new employee	2	2	2	2	2
Applications processed	109	134	232	150	250
New Hires	22	35	18	35	35
Background Checks conducted - non-sworn	18	13	14	25	25
Reported Workers Compensation Claims	11	9	14	10	10
Time frame to hire new employee - non-sworn	30 days	90 days	60 days	60 days	60 days
Time frame to hire new employee - sworn	2 months	3+ months	3+ months	2 months	3+ months
Promotions			8	10	10
Transfers			1	2	2

# CITY OF SEBASTIAN, FLORIDA 2023/2024 ANNUAL BUDGET

## HUMAN RESOURCES PROGRAM BUDGET

<i>STAFFING</i>		<i>NATURE OF ACTIVITY</i>
22/23	23/24	
15.00%	15.00%	<b>Payroll</b> - Enter new hire payroll information into ADP including benefits enrollments. Review timecards to insure they are completed correctly. Monitor and maintain records for FMLA and Workers Compensation payments. Prepare quarterly reports to the workers compensation insurance carrier.
25.00%	20.00%	<b>Hiring New Employees</b> - Post positions, accept applications, screen applications for minimum qualifications, prepare employment and rejection letters, prepare new hire packages, schedule pre-employment physicals and drug screens, conduct new hire orientations, conduct employment and background investigations, coordinate with departments regarding examinations for skilled positions. Interview applicants as part of panel.
2.50%	2.50%	<b>Customer Service</b> - Respond to customer inquiries both in person and on the phone. Provide support to other employees and departments as needed.
20.00%	22.50%	<b>Employee Support</b> - Provide protection to both City and employees by following federal and state laws/regulations. Manage employee relations and identify labor costs. Mediate and resolve disputes between management and employees. Maintain, update, and implement City Human Resources policies and procedures. Develop and coordinate employee training. Review and revise job descriptions and pay scales. Maintain all employee files. Provide administrative support to the Police Pension Plan.
10.00%	10.00%	<b>In-Service Actions</b> - Process employee action notices for activity - promotions, demotions and transfers. Maintain personnel and subject files. Update salary schedules and compensation plans. Administer employee evaluation program.
10.00%	10.00%	<b>Effective Insurance Plans</b> - Develop and maintain a comprehensive, innovative and effectively managed insurance benefits plan for all employees and dependents. Provide clear prevention opportunities and participation options for employees and dependents.
10.00%	15.00%	<b>Risk Management</b> - Ensure that liability insurance claims are promptly submitted to the insurance carrier. Resolve minor claims that are lower than deductible limits in a fair and consistent manner. Insure Workers Compensation claims are submitted to carrier. Maintain correspondence with insurance carrier for all liability and workers compensation claims from inception to completion or return to work. Negotiate carrier benefits and rates. Coordinate all safety training.
5.00%	2.50%	<b>Union Negotiations, Contract Administration</b> - Negotiate labor agreements with police, civilian, and supervisory unions and any Memos of Understanding necessary during the life of existing contracts. Perform support research, document preparation and record minutes. Review, rewrite and organize Rules and Regulations.
2.50%	2.50%	<b>Records Management</b> - Records storage, disposition, and destruction. Insure annual compliance. Complete transmittals, box labels, records disposition and destruction forms, and update master log.
100.00%	100.00%	

# CITY OF SEBASTIAN, FLORIDA 2023/2024 ANNUAL BUDGET

## HUMAN RESOURCES BUDGET SUMMARY

The Fiscal Year 2023-2024 proposed budget for Human Resources is \$ 288,670. This compares to the 2022-2023 projected expenditures of \$ 222,052, an increase of \$ 66,618, or 30.0% .

	FY 19/20	FY 20/21	FY 21/22	Amended FY 22/23	Projected FY 22/23	FY 23/24	Difference
	Actual	Actual	Actual	Budget	Expenditures	Budget	
Personal Services	\$ -	\$ -	\$ -	\$ 174,271	\$ 173,575	\$ 205,545	\$ 31,970
Operating Expenses	-	-	-	57,543	48,477	83,125	34,648
Capital Outlay	-	-	-	-	-	-	-
<b>Total</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 231,814</b>	<b>\$ 222,052</b>	<b>\$ 288,670</b>	<b>\$ 66,618</b>

Fiscal Year 2023-24 Proposed Budget:

Major Current Level Changes from Fiscal Year 2022-23 Projected Expenditures:

	Difference
1. <b>Personal Services</b> - Increase due to positions being full all year, longevity, negotiated pay increases, and insurance costs.	\$ 31,970
2. <b>Operating Expenses</b> - Increase due to Neogov software contracts and increased employee training.	\$ 34,648
3. <b>Capital Outlay</b> - No change.	\$ -

## PERSONAL SERVICES SCHEDULE

### HUMAN RESOURCES DEPARTMENT

POSITION	PAY RANGE	FULL TIME EQUIVALENTS				Projected	Budget
		Amended				Expenditure	
		<u>21/22</u>	<u>22/23</u>	<u>22/23</u>	<u>23/24</u>	<u>22/23</u>	
Human Resources Director*	92,637 / 162,112	0.00	0.00	1.00	1.00	101,500	108,750
Human Resources Assistant*	49,130 / 85,975	0.00	0.00	1.00	1.00	35,500	52,000
		0.00	0.00	2.00	2.00		
*Positions moved from Administrative Services in FY23		<b>TOTAL SALARIES</b>				\$ 137,000	\$ 160,750
						Overtime	-
						FICA Taxes	10,480
						Deferred Compensation	12,350
						Group Health Insurance Premium	13,555
						Employee Assistance Program	28
						Worker's Comp Insurance	162
						<b>Total Personal Services</b>	<b>\$ 173,575</b>
							<b>\$ 205,545</b>

# CITY OF SEBASTIAN, FLORIDA 2023/2024 ANNUAL BUDGET

## HUMAN RESOURCES DEPARTMENT

Code: 010035

Account <u>Number</u>	<u>Description</u>	<u>FY 19/20</u> Actual	<u>FY 20/21</u> Actual	<u>FY 21/22</u> Actual	<u>Amended</u> <u>FY 22/23</u> Budget	<u>FY 22/23</u> Projected	<u>Proposed</u> <u>FY 23/24</u> Budget
<b>PERSONAL SERVICES</b>							
511200	Regular Salaries	0	0	0	137,520	137,000	160,750
511400	Overtime	0	0	0	0	0	0
512100	FICA Taxes	0	0	0	10,565	10,480	12,297
512225	Deferred Compensation	0	0	0	12,432	12,350	14,471
512301	Group Health Insurance Premium	0	0	0	13,555	13,555	17,738
512309	Employee Assistance Program	0	0	0	28	28	32
512400	Worker's Comp Insurance	0	0	0	171	162	257
<b>TOTAL PERSONAL SERVICES</b>		<b>0</b>	<b>0</b>	<b>0</b>	<b>174,271</b>	<b>173,575</b>	<b>205,545</b>
<b>OPERATING EXPENDITURES</b>							
533100	Professional Services	0	0	0	1,050	0	0
533175	Employee Background Testing	0	0	0	24,175	22,000	22,000
533400	Other Contractual Services	0	0	0	5,800	4,200	30,970
534000	Travel and Per Diem	0	0	0	500	500	500
534120	Postage	0	0	0	250	100	100
534420	Equipment Leases	0	0	0	198	198	1,260
534630	R & M - Office Equipment	0	0	0	1,500	1,500	4,800
534700	Printing and Binding	0	0	0	500	250	250
534800	Promotional Activities	0	0	0	5,000	2,000	2,000
534825	Advertising	0	0	0	9,500	7,500	7,500
535200	Departmental Supplies	0	0	0	3,500	5,000	4,000
535210	Computer Supplies	0	0	0	1,250	1,250	250
535410	Dues and Memberships	0	0	0	570	229	245
535420	Books and Publications	0	0	0	0	0	250
535450	Training and Education	0	0	0	3,750	3,750	9,000
<b>TOTAL OPERATING EXPENDITURES</b>		<b>0</b>	<b>0</b>	<b>0</b>	<b>57,543</b>	<b>48,477</b>	<b>83,125</b>
<b>CAPITAL OUTLAY</b>							
606400	Vehicles and Equipment	0	0	0	0	0	0
<b>TOTAL CAPITAL OUTLAY</b>		<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>TOTAL ADMINISTRATIVE SERVICES</b>		<b>0</b>	<b>0</b>	<b>0</b>	<b>231,814</b>	<b>222,052</b>	<b>288,670</b>

# CITY OF SEBASTIAN, FLORIDA 2023/2024 ANNUAL BUDGET

## POLICE DEPARTMENT CONSOLIDATED BUDGET FOR ALL DIVISIONS AND UNITS

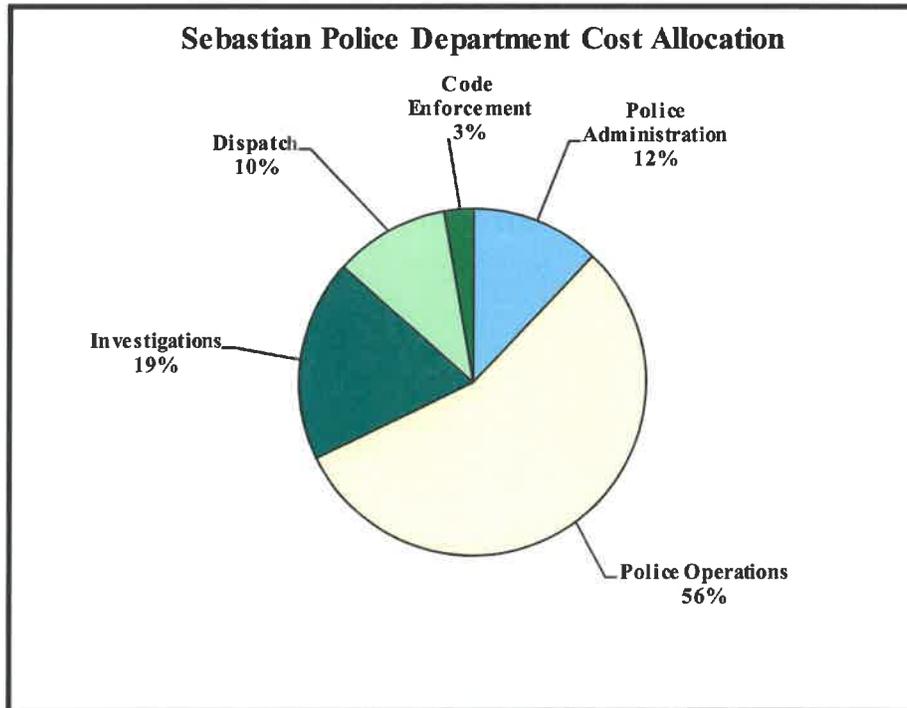
The Fiscal Year 2023-2024 proposed budget for the Police Department as a whole is \$ 8,070,735. This compares to the 2022-2023 projected expenditures of \$ 6,764,333, an increase of \$ 1,306,402, or 19.3%.

	FY 19/20	FY 20/21	FY 21/22	Amended FY 22/23	Projected FY 22/23	FY 23/24	
	Actual	Actual	Actual	Budget	Expenditures	Budget	Difference
Personal Services	\$ 5,716,160	\$ 5,740,985	\$ 6,028,359	\$ 6,521,852	\$ 6,019,610	\$ 7,311,920	\$ 1,292,310
Operating Expenses	553,232	571,530	587,783	681,254	662,041	718,055	56,014
Capital Outlay	146,560	42,177	45,273	90,550	82,682	40,760	(41,922)
<b>Total</b>	<b>\$ 6,415,952</b>	<b>\$ 6,354,693</b>	<b>\$ 6,661,415</b>	<b>\$ 7,293,656</b>	<b>\$ 6,764,333</b>	<b>\$ 8,070,735</b>	<b>\$ 1,306,402</b>

Fiscal Year 2023-24 Proposed Budget:

Major Current Level Changes from Fiscal Year 2022-23 Projected Expenditures:

	Difference
1. <b>Personal Services</b> - Increase due to new positions, having positions full all year, negotiated pay increases, and insurance costs.	\$ 1,292,310
2. <b>Operating Expenses</b> - Increase due primarily to replacing duty weapons, sergeant exam costs, and utility cost increases.	\$ 56,014
3. <b>Capital Outlay</b> - Decrease due to no large equipment purchases being requested this year.	\$ (41,922)



# CITY OF SEBASTIAN, FLORIDA 2023/2024 ANNUAL BUDGET

## CONSOLIDATED POLICE DEPARTMENT

	<u>FY 19/20</u> <u>Actual</u>	<u>FY 20/21</u> <u>Actual</u>	<u>FY21/22</u> <u>Actual</u>	<u>FY 22/23</u> <u>Budget</u>	<u>FY 22/23</u> <u>Projected</u>	<u>FY 23/24</u> <u>Budget</u>
<b>POLICE ADMINISTRATION</b>						
PERSONAL SERVICES	\$ 1,064,435	\$ 895,521	\$ 967,223	\$ 761,310	\$ 722,605	\$ 839,700
OPERATING EXPENDITURES	160,747	125,109	101,079	113,770	111,465	133,065
CAPITAL OUTLAY	38,694	-	9,125	-	-	-
<b>TOTAL</b>	<b>\$ 1,263,875</b>	<b>\$ 1,020,630</b>	<b>\$ 1,077,427</b>	<b>\$ 875,080</b>	<b>\$ 834,070</b>	<b>\$ 972,765</b>
<b>POLICE OPERATIONS</b>						
PERSONAL SERVICES	\$ 3,029,232	\$ 3,153,248	\$ 3,295,521	\$ 3,674,360	\$ 3,473,890	\$ 4,088,225
OPERATING EXPENDITURES	245,672	275,264	319,925	371,259	365,695	380,370
CAPITAL OUTLAY	33,487	32,677	32,555	77,550	71,000	29,260
<b>TOTAL</b>	<b>\$ 3,308,391</b>	<b>\$ 3,461,189</b>	<b>\$ 3,648,001</b>	<b>\$ 4,123,169</b>	<b>\$ 3,910,585</b>	<b>\$ 4,497,855</b>
<b>POLICE INVESTIGATIONS</b>						
PERSONAL SERVICES	\$ 878,785	\$ 954,685	\$ 1,017,583	\$ 1,170,620	\$ 1,041,930	\$ 1,336,390
OPERATING EXPENDITURES	123,458	143,558	140,023	158,440	157,980	168,325
CAPITAL OUTLAY	74,379	9,500	3,593	13,000	11,682	11,500
<b>TOTAL</b>	<b>\$ 1,076,622</b>	<b>\$ 1,107,742</b>	<b>\$ 1,161,198</b>	<b>\$ 1,342,060</b>	<b>\$ 1,211,592</b>	<b>\$ 1,516,215</b>
<b>POLICE DISPATCH</b>						
PERSONAL SERVICES	\$ 573,959	\$ 566,550	\$ 587,522	\$ 733,785	\$ 652,710	\$ 847,425
OPERATING EXPENDITURES	8,886	10,955	9,145	16,995	11,236	16,090
CAPITAL OUTLAY	-	-	-	-	-	-
<b>TOTAL</b>	<b>\$ 582,845</b>	<b>\$ 577,505</b>	<b>\$ 596,667</b>	<b>\$ 750,780</b>	<b>\$ 663,946</b>	<b>\$ 863,515</b>
<b>POLICE CODE ENFORCEMENT</b>						
PERSONAL SERVICES	\$ 169,750	\$ 170,981	\$ 160,510	\$ 181,777	\$ 128,475	\$ 200,180
OPERATING EXPENDITURES	14,469	16,645	17,611	20,790	15,665	20,205
CAPITAL OUTLAY	-	-	-	-	-	-
<b>TOTAL</b>	<b>\$ 184,219</b>	<b>\$ 187,626</b>	<b>\$ 178,121</b>	<b>\$ 202,567</b>	<b>\$ 144,140</b>	<b>\$ 220,385</b>
<b>TOTALS</b>						
PERSONAL SERVICES	\$ 5,716,160	\$ 5,740,985	\$ 6,028,359	\$ 6,521,852	\$ 6,019,610	\$ 7,311,920
OPERATING EXPENDITURES	553,232	571,530	587,783	681,254	662,041	718,055
CAPITAL OUTLAY	146,560	42,177	45,273	90,550	82,682	40,760
<b>TOTAL</b>	<b>\$ 6,415,952</b>	<b>\$ 6,354,693</b>	<b>\$ 6,661,415</b>	<b>\$ 7,293,656</b>	<b>\$ 6,764,333</b>	<b>\$ 8,070,735</b>

# CITY OF SEBASTIAN, FLORIDA 2023/2024 ANNUAL BUDGET

## POLICE ADMINISTRATION

The Police Administrative Division includes the office of the Chief, Professional Standards, Training, Accreditation, Alarm Administration, and Police Volunteers. This division coordinates the efforts of the division commanders, oversees the budget, conducts internal investigations and background investigations for new employees, and is responsible for strategic planning.

### FISCAL YEAR 2023 ACCOMPLISHMENTS

- ✓ Continued to provide a safe environment to live and work for residents, visitors, and commuters.
- ✓ Continued to develop partnerships with our community through training, social media, and professional interactions.
- ✓ Continued to research and utilize available funding resources to benefit the agency and our community as a whole.
- ✓ Continued staff development through leadership and mentoring programs both internal and external.
- ✓ Completed third year requirements of reaccreditation status with Commission for Florida Accreditation as an Excelsior agency.

### FISCAL YEAR 2024 GOALS AND OBJECTIVES

- Continue to provide a safe environment to live and work for residents, visitors, and commuters.
- Continue to develop partnerships with our community through training, social media, and professional interactions.
- Continue to research and utilize available funding resources to benefit the agency and our community as a whole.
- Continue staff development through leadership and mentoring programs both internal and external.
- Roll back to first year requirements of reaccreditation status with Commission for Florida Accreditation as an Excelsior agency.
- Work to fill vacancies and maintain staffing allocations.
- Develop and provide promotional test to fill leadership vacancies created by retirements.

# CITY OF SEBASTIAN, FLORIDA 2023/2024 ANNUAL BUDGET

## PERFORMANCE MEASURES

Performance Indicators	Actual 2019/2020	Actual 2020/2021	Actual 2021/2022	Projected 2022/2023	Projected 2023/2024
Civic meetings attended	145	80	36	145	145
Policies reviewed	125	80	125	125	125
Unit staff meetings attended	12	12	12	12	12
Senior staff meetings attended	40	36	36	36	36
Staff inspections performed	4	4	4	4	4
Computerized statistical reviews	12	12	12	12	12
Crime Prevention Information needs	25	35	35	40	40
Youth & Bike Safety Events	0	0	0	3	0
Community Events	10	10	12	50	40
Background Investigations	16	29	15	50	50
Training Assistance	8	15	5	20	20
Internal Investigations	1	4	3	6	2
Conduct 40 hrs of training for officers	43	43	46	43	46
Conduct training for civilian employees	36	40	15	50	15
Recruiting and promotional Activities	0	2	1	12	10
Number of citations processed	958	795	952	900	950
Number of warnings processed	1392	1652	2059	1800	2000
Number of reports processed	2169	2165	1995	2400	2200
Number of parking citations processed	44	17	25	40	30
Number of trespass warnings processed	205	212	160	250	200
Statistical reports completed	30	50	12	50	4

## POLICE ADMINISTRATION PROGRAM BUDGET DESCRIPTION

<i>STAFFING</i>		<i>NATURE OF ACTIVITY</i>
22/23	23/24	
36.00%	36.00%	<b>General Management</b> - Direct department, develop and expand citizen involvement and public education. Meet with civic groups, media, and other public and private groups. General administrative duties managing the department.
2.00%	2.00%	<b>Professional Standards</b> - Oversee all internal affairs investigations and conduct two staff inspections during the year. Oversee all background investigations. Insure that accreditation standards are followed and documented.
1.00%	1.00%	<b>Staff Inspections</b>
33.00%	33.00%	<b>Records Management</b> - Processing, distributing and entering incident reports, citations, warnings, parking tickets, trespass warnings, and other related records management for the Divisions of the Police Department.
23.00%	23.00%	<b>Citizen Requests</b> - Respond to citizen and agency requests for incident reports, accident reports, and local checks by fax, mail or phone. Providing officers with information when requested, signing for, processing and entering subpoenas. Providing records information to citizens in person or by phone.
4.00%	4.00%	<b>Reporting</b> - Provide FDLE with UCR reports, update UCR, prepare and provide statistics, update pin map.
1.00%	1.00%	<b>Administrative</b> - Mail correspondence to housewatch participants and to program donors, collect copy fees, signoff citation fees and alarm fees.
100.00%	100.00%	

# CITY OF SEBASTIAN, FLORIDA 2023/2024 ANNUAL BUDGET

## POLICE ADMINISTRATION BUDGET SUMMARY

The Fiscal Year 2023-2024 proposed budget for Police Administration is \$ 972,765. This compares to the 2022-2023 projected expenditures of \$ 834,070 (excluding State Pension funds), an increase of \$ 138,695, or 16.6%.

	FY 19/20	FY 20/21	FY 21/22	Amended FY 22/23	Projected FY 22/23	FY 23/24	Difference
	Actual	Actual	Actual	Budget	Expenditures	Budget	
Personal Services	\$ 1,064,435	\$ 895,521	\$ 967,223	\$ 761,310	\$ 722,605	\$ 839,700	\$ 117,095
Operating Expenses	160,747	125,109	101,079	113,770	111,465	133,065	21,600
Capital Outlay	38,694	-	9,125	-	-	-	-
<b>Total</b>	<b>\$ 1,263,875</b>	<b>\$ 1,020,630</b>	<b>\$ 1,077,427</b>	<b>\$ 875,080</b>	<b>\$ 834,070</b>	<b>\$ 972,765</b>	<b>\$ 138,695</b>

Fiscal Year 2023-24 Proposed Budget:

Major Current Level Changes from Fiscal Year 2022-2023 Projected Expenditures:

	Difference
<b>1. Personal Services</b> - Increase due to having positions full all year, a reclass, negotiated pay increases, and insurance costs.	\$ 117,095
<b>2. Operating Expenses</b> - Increase due primarily to sergeant exam costs and utility cost increases.	\$ 21,600
<b>3. Capital Outlay</b> - No change.	\$ -

# CITY OF SEBASTIAN, FLORIDA 2023/2024 ANNUAL BUDGET

## PERSONAL SERVICES SCHEDULE

POLICE ADMINISTRATION		FULL TIME EQUIVALENTS				Projected	Budget
POSITION	PAY RANGE	Amended				Expenditure	Budget
		21/22	22/23	22/23	23/24	22/23	23/24
Police Chief	102,133 / 178,729	1.00	1.00	1.00	1.00	\$ 134,000	\$ 141,750
Deputy Police Chief	92,637 / 162,112	1.00	1.00	1.00	1.00	121,000	127,000
Police Captain	87,404 / 152,953	1.00	1.00	1.00	1.00	93,750	99,000
Executive Assistant	49,130 / 85,975	0.00	1.00	1.00	1.00	55,750	59,000
Accreditation/Records Supervisor	46,779 / 81,862	1.00	1.00	1.00	1.00	45,000	46,750
Records Specialist II	39,520 / 69,159	1.00	1.00	1.00	1.00	40,500	45,000
Records Specialist I	37,440 / 65,519	1.00	1.00	1.00	1.00	-	37,500
Quartermaster P/T	\$ 19.00/hr - \$ 33.25/hr	0.00	0.00	0.00	0.50	-	24,750
Logistics Specialist P/T	\$ 15.23/hr - \$ 26.65/hr	0.50	0.50	0.50	0.00	15,000	-
Crime Analyst *	49,130 / 85,975	1.00	0.00	0.00	0.00	-	-
Administrative Assistant	37,440 / 65,519	1.00	0.00	0.00	0.00	-	-
		8.50	7.50	7.50	7.50		
<b>TOTAL SALARIES</b>						\$ 505,000	\$ 580,750
* Position moved to Investigations Division in FY23							
Overtime						1,200	1,000
FICA Taxes						38,724	44,563
Clothing Allowance						765	810
Deferred Compensation						12,750	17,033
Chapter 185 Pension						83,671	84,215
Group Health Insurance Premium						69,500	98,519
Employee Assistance Program						95	111
Worker's Comp Insurance						10,900	12,699
Total Personal Services						\$ 722,605	\$ 839,700

## CAPITAL OUTLAY SCHEDULE

POLICE ADMINISTRATION DIVISION - TO BE FUNDED BY DST						
Description	EXPENDITURES PER FISCAL YEAR					TOTAL
	2023/24	2024/25	2025/26	2026/27	2027/28	
Indoor Firearms Range	\$ -	\$ -	\$ 1,250,000	\$ -	\$ -	\$ 1,250,000
	\$ -	\$ -	\$ 1,250,000	\$ -	\$ -	\$ 1,250,000

# CITY OF SEBASTIAN, FLORIDA 2023/2024 ANNUAL BUDGET

## POLICE ADMINISTRATION

Code: 010041

Account <u>Number</u>	<u>Description</u>	FY 19/20 <u>Actual</u>	FY 20/21 <u>Actual</u>	FY 21/22 <u>Actual</u>	Amended FY 22/23 <u>Budget</u>	FY 22/23 <u>Projected</u>	Proposed FY 23/24 <u>Budget</u>
<b>PERSONAL SERVICES</b>							
511200	Regular Salaries	615,613	486,059	523,792	528,748	505,000	580,750
511400	Overtime	1,155	52	3,111	1,000	1,200	1,000
512100	FICA Taxes	44,116	36,340	39,586	40,649	38,724	44,563
512215	Clothing Allowance	1,440	1,553	1,620	1,620	765	810
512225	Deferred Compensation	14,186	13,690	14,439	14,905	12,750	17,033
512250	Chapter 185 Retirement	111,794	79,344	84,784	85,969	83,671	84,215
512251	Chapter 185 State Shared Revenue	208,645	206,017	227,003	0	0	0
512301	Group Health Insurance Premium	51,269	58,658	61,601	75,560	69,500	98,519
512309	Employee Assistance Program	102	104	107	111	95	111
512400	Worker's Comp Insurance	16,115	13,704	11,181	12,748	10,900	12,699
<b>TOTAL PERSONAL SERVICES</b>		<b>1,064,435</b>	<b>895,521</b>	<b>967,223</b>	<b>761,310</b>	<b>722,605</b>	<b>839,700</b>
<b>OPERATING EXPENDITURES</b>							
533100	Professional Services	3,856	1,200	650	5,000	5,000	10,650
533400	Other Contractual Services	25	25	25	25	25	25
533500	Investigations	271	0	0	1,000	0	1,000
534000	Travel and Per Diem	1,610	3,123	3,741	6,000	4,000	6,000
534101	Telephone	5,795	9,328	4,010	0	0	0
534105	Cellular Telephone	1,649	1,614	1,386	1,045	1,350	1,620
534110	Internet Services	911	786	1,325	1,395	1,005	960
534120	Postage	1,400	668	932	1,500	975	1,500
534310	Electric	29,104	29,399	34,660	37,200	42,710	44,000
534320	Water/Sewer	2,942	3,058	3,307	3,300	3,960	4,380
534420	Equipment Leases	3,581	3,824	3,777	3,830	3,765	3,765
534500	Insurance	7,090	0	6,387	0	0	7,025
534610	R & M-Buildings	10,031	8,124	220	5,000	5,000	2,500
534620	R & M-Vehicles	1,073	1,188	728	750	750	800
534630	R & M - Office Equipment	48,578	44,343	18,651	18,335	18,335	21,645
534640	R & M-Operating Equipment	30	0	280	1,000	0	0
534650	R & M-Radio	0	0	0	100	0	100
534800	Promotional Activities	842	1,000	714	1,000	800	1,000
534820	Designated Expenditure (Greer Donation)	25,268	0	(1,625)	0	0	0
535200	Departmental Supplies	6,118	7,048	8,155	8,000	6,000	7,000
535210	Computer Supplies	877	284	459	800	300	500
535230	Small Tools and Equipment	0	890	0	1,000	600	1,600
535260	Gas and Oil	2,979	3,412	4,765	5,000	5,000	5,000
535270	Uniforms and Shoes	844	876	1,267	1,500	1,000	1,500
535275	Safety Equipment	0	0	0	100	0	0
535410	Dues and Memberships	3,138	2,395	3,371	3,890	3,890	3,495
535420	Books and Publications	0	0	243	1,000	1,000	1,000
535450	Training and Education	2,732	2,524	3,649	6,000	6,000	6,000
<b>TOTAL OPERATING EXPENDITURES</b>		<b>160,747</b>	<b>125,109</b>	<b>101,079</b>	<b>113,770</b>	<b>111,465</b>	<b>133,065</b>
<b>CAPITAL OUTLAY</b>							
606300	IOTB	0	0	7,500	0	0	0
606400	Vehicles and Equipment	19,694	0	0	0	0	0
606405	Vehicles and Equipment (Designated Funds)	19,000	0	1,625	0	0	0
<b>TOTAL CAPITAL OUTLAY</b>		<b>38,694</b>	<b>0</b>	<b>9,125</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>TOTAL POLICE ADMINISTRATION</b>		<b>1,263,875</b>	<b>1,020,630</b>	<b>1,077,427</b>	<b>875,080</b>	<b>834,070</b>	<b>972,765</b>

# CITY OF SEBASTIAN, FLORIDA 2023/2024 ANNUAL BUDGET

## POLICE OPERATIONS DIVISION

The Operations Division is the most visible component of the police department and is tasked with 24hour/7 day service. Personnel assigned to this division are responsible for, but not limited to, enforcing traffic and boating laws, conducting preliminary criminal investigations, arresting or citing violators, gathering intelligence, answering calls for service and patrolling the city limits. The Operations Division is comprised of four squads of 6 sworn personnel including four K-9 units and one full-time traffic officer. Several officers also provide extra duty services such as the SRT (Special Response Team). The SRT is responsible for serving high risk warrants, handling barricaded subjects, or any other special incidents requiring highly trained and equipped personnel.

### FISCAL YEAR 2023 ACCOMPLISHMENTS

- ✓ Provided a high level of customer service to the citizens while dealing with staffing shortages.
- ✓ Maintained a positive relationship with the community through the COPE initiative.
- ✓ Continued to focus on mentoring, in-house leadership, and succession planning.
- ✓ Hired eight new police officers and put them through the Field Training and Evaluation Program.

### FISCAL YEAR 2024 GOALS AND OBJECTIVES

- Increase shift personnel to target traffic complaints throughout the city and deter traffic violations.
- Provide a high level of customer service to the citizens.
- Continue to maintain a positive relationship with the community through the COPE initiative.
- Continue to develop leadership, mentoring, and succession planning through in-house and other educational resources.
- Increase natural resource patrols and safety checks along our waterways and preserve areas.

### PERFORMANCE MEASURES

Performance Indicators	Actual 2019/2020	Actual 2020/2021	Actual 2021/2022	Projected 2022/2023	Projected 2023/2024
Calls for Service	27,229	21,089	18,978	35,000	20,000
Officer Initiated Activity	17,342	11,670	9,762	15,000	15,000
Traffic Stops	3,305	2,775	3,200	4,000	3,500
Written Warnings Traffic Stops	2,005	1,572	2,014	3,000	2,500
Citations (Traffic Stops)		758	945	1,000	1,100
Traffic Enforcement	2,589	1,459	655	2,500	2,000
Parking Enforcement	32	17	24	50	30
Alarms	592	548	386	575	400
Adult Arrests	359	325	243	350	300
Juvenile Arrests	21	23	26	25	30
Buckle up and DUI enforcement waves	1	1	1	4	
Traffic Enforcement Initiatives					10
K-9 usage reports	29	32	51	35	30
K-9 searches		78	44	80	60
Marine and Natural Resource Citizen Contacts		40	72	100	50

# CITY OF SEBASTIAN, FLORIDA 2023/2024 ANNUAL BUDGET

## POLICE OPERATIONS DIVISION PROGRAM BUDGET DESCRIPTION

<i>STAFFING</i>		<i>NATURE OF ACTIVITY</i>
<i>22/23</i>	<i>23/24</i>	
40.00%	40.00%	<b>Calls for Service</b> - respond to calls for service.
18.00%	18.00%	<b>Traffic Stops and Citations</b> - Conduct traffic stops and issue citations and warnings.
15.00%	15.00%	<b>Investigations</b> - Conduct vehicle crash investigations.
2.00%	2.00%	<b>Criminal Transportation</b> - Transport arrested adults and juveniles to respective detention facilities.
4.00%	4.00%	<b>Training and Professional Development</b> - Provide a minimum of 40 hours of training to all members of the division.
12.00%	12.00%	<b>Patrol and Crime Prevention</b> - Maintain patrol logs and direct patrols to reduce opportunistic crimes. Monitor traffic to direct traffic enforcement strategies. Plan and participate in task force operations.
4.00%	4.00%	<b>K-9 Unit</b> - Responsible for directed patrol and request for officer assists.
4.00%	4.00%	<b>Motorcycle/Traffic Unit</b> - Criminal and non-criminal traffic law enforcement and accident investigations
1.00%	1.00%	<b>Marine Unit</b> - Patrol waterways, enforce marine laws and perform water rescues.
100.00%	100.00%	

## POLICE OPERATIONS DIVISION BUDGET SUMMARY

The Fiscal Year 2023-2024 proposed budget for Police Operations Division is \$4,497,855. This compares to the 2022-2023 projected expenditures of \$3,910,585, an increase of \$ 587,270, or 15.02%.

	FY 19/20		FY 20/21		FY 21/22		Amended	Projected	FY 23/24	
	Actual		Actual		Actual		FY 22/23	FY 22/23	FY 23/24	Difference
	Actual	Actual	Actual	Actual	Actual	Budget	Expenditures	Budget	Difference	
Personal Services	\$ 3,029,232	\$ 3,153,248	\$ 3,295,521	\$ 3,674,360	\$ 3,473,890	\$ 4,088,225	\$ 614,335			
Operating Expenses	245,672	275,264	319,925	371,259	365,695	380,370	14,675			
Capital Outlay	33,487	32,677	32,555	77,550	71,000	29,260	(41,740)			
<b>Total</b>	<b>\$ 3,308,391</b>	<b>\$ 3,461,189</b>	<b>\$ 3,648,001</b>	<b>\$ 4,123,169</b>	<b>\$ 3,910,585</b>	<b>\$ 4,497,855</b>	<b>\$ 587,270</b>			

Fiscal Year 2023-24 Proposed Budget:

Major Current Level Changes from Fiscal Year 2022-23 Projected Expenditures:

	Difference
1. <b>Personal Services</b> - Increase due to two new officers, having positions full all year, negotiated pay increases, and insurance costs.	\$ 614,335
2. <b>Operating Expenses</b> - Increase due primarily to replacing duty weapons and new plate reader cameras.	\$ 14,675
3. <b>Capital Outlay</b> - Decrease due to no large equipment purchases being requested this year.	\$ (41,740)

# CITY OF SEBASTIAN, FLORIDA 2023/2024 ANNUAL BUDGET

## PERSONAL SERVICES SCHEDULE

POLICE OPERATIONS DIVISION							
<u>POSITION</u>	<u>PAY RANGE</u>	<u>FULL TIME EQUIVALENTS</u>				<u>Projected</u>	<u>Budget</u>
		<u>Amended</u>				<u>Expenditure</u>	<u>Budget</u>
		<u>21/22</u>	<u>22/23</u>	<u>22/23</u>	<u>23/24</u>	<u>22/23</u>	<u>23/24</u>
Lieutenant	76,003 / 133,003	1.00	1.00	1.00	1.00	\$ 88,175	\$ 94,750
Sergeant	57,504 / 104,800	5.00	5.00	5.00	5.00	420,000	421,450
Officer	50,003 / 94,537	26.00	29.00	29.00	31.00	1,560,000	1,908,375
Crossing Guards (Temp)	\$ 13.51/hr - \$ 23.64/hr	5.00	5.00	5.00	5.00	45,000	51,500
		37.00	40.00	40.00	42.00		
<b>TOTAL SALARIES</b>						\$ 2,113,175	\$ 2,476,075
Overtime						240,000	240,000
FICA Taxes						180,600	208,544
Clothing Allowance						7,700	9,990
Chapter 185 Retirement						522,922	610,188
Group Health Insurance Premium						340,000	451,919
Employee Assistance Program						493	586
Worker's Comp Insurance						69,000	90,923
<b>Total Personal Services</b>						<b>\$ 3,473,890</b>	<b>\$ 4,088,225</b>

## CAPITAL OUTLAY SCHEDULE

POLICE OPERATIONS DIVISION - TO BE FUNDED BY GENERAL FUND							
<u>Description</u>	<u>EXPENDITURES PER FISCAL YEAR</u>						
	<u>2023/24</u>	<u>2024/25</u>	<u>2025/26</u>	<u>2026/27</u>	<u>2027/28</u>	<u>TOTAL</u>	
LIDAR Units (2)	\$ 5,300	\$ 5,500	\$ -	\$ -	\$ -	\$ 10,800	
Night Vision Rifle Scope	8,000	-	-	-	-	8,000	
(4) Rapid ID Devices	7,460	-	-	-	-	7,460	
(5) Tasers	8,500	8,500	8,500	8,500	8,500	42,500	
(2) Night Vision Goggles	-	6,000	-	-	-	6,000	
(4) SRT Helmets	-	4,800	-	-	-	4,800	
Ballistic Shields (10)	-	10,000	-	-	-	10,000	
<hr/>							
\$ 29,260 \$ 34,800 \$ 8,500 \$ 8,500 \$ 8,500 \$ 89,560							

POLICE OPERATIONS DIVISION - TO BE FUNDED BY DISCRETIONARY SALES TAX							
<u>Description</u>	<u>EXPENDITURES PER FISCAL YEAR</u>						
	<u>2023/24</u>	<u>2024/25</u>	<u>2025/26</u>	<u>2026/27</u>	<u>2027/28</u>	<u>TOTAL</u>	
Police vehicles w/equipment	\$ 620,431	\$ 485,383	\$ 373,152	\$ 391,809	\$ 411,400	\$ 2,282,175	
Vehicle/Body Cameras	88,776	88,776	93,776	93,776	93,776	458,880	
CAD/RMS System Update	60,775	60,775	60,775	60,775	60,775	303,875	
<hr/>							
\$ 769,982 \$ 634,934 \$ 527,703 \$ 546,360 \$ 565,951 \$ 3,044,930							

# CITY OF SEBASTIAN, FLORIDA 2023/2024 ANNUAL BUDGET

## POLICE OPERATIONS

Code: 010043

Account		FY 19/20	FY 20/21	FY 21/22	Amended	FY 22/23	Proposed
Number	Description	Actual	Actual	Actual	Budget	Projected	Budget
<b>PERSONAL SERVICES</b>							
511200	Regular Salaries	1,795,423	1,865,232	1,865,191	2,135,703	2,068,175	2,424,575
511300	Temporary Salaries	0	0	44,913	48,250	45,000	51,500
511400	Overtime	219,771	246,006	284,578	252,450	240,000	240,000
512100	FICA Taxes	151,133	157,006	162,194	187,910	180,600	208,544
512215	Clothing Allowance	17,653	16,248	15,701	18,900	7,700	9,990
512250	Chapter 185 Retirement	469,703	485,370	534,585	523,499	522,922	610,188
512301	Group Health Insurance Premium	312,622	312,778	320,043	421,279	340,000	451,919
512309	Employee Assistance Program	500	484	465	554	493	586
512400	Worker's Comp Insurance	62,427	70,124	67,852	85,815	69,000	90,923
<b>TOTAL PERSONAL SERVICES</b>		<b>3,029,232</b>	<b>3,153,248</b>	<b>3,295,521</b>	<b>3,674,360</b>	<b>3,473,890</b>	<b>4,088,225</b>
<b>OPERATING EXPENDITURES</b>							
533500	Investigations	(293)	0	0	0	0	0
534000	Travel and Per Diem	2,958	6,521	8,064	8,000	8,000	8,000
534105	Cellular Telephone	6,704	6,510	6,294	6,600	6,575	7,200
534110	Internet Access	14,266	14,974	14,657	16,680	15,975	15,840
534120	Postage	83	0	47	50	50	50
534130	Express Mail Charges	368	282	141	200	200	200
534420	Equipment Leases	837	760	744	770	740	740
534620	R & M - Vehicles	48,819	54,777	46,674	50,000	50,000	50,000
534630	R & M - Office Equipment	1,248	9,577	8,692	8,500	8,500	7,380
534640	R & M-Operating Equipment	7,177	5,918	11,500	6,500	4,500	4,500
534650	R & M-Radio	1,379	570	600	1,000	1,000	1,000
534800	Promotional Activities	500	499	500	1,000	1,000	1,000
534810	K-9 Expenditures	4,729	5,790	4,449	5,000	5,000	5,000
535200	Departmental Supplies	31,022	33,943	35,380	52,380	52,380	68,865
535210	Computer Supplies	94	300	669	300	300	1,500
535230	Small Tools and Equipment	25,718	13,274	3,063	4,000	4,000	25,140
535260	Gas and Oil	75,029	82,278	129,004	110,000	110,000	110,000
535270	Uniforms and Shoes	19,051	23,045	31,716	58,729	56,000	28,700
535275	Safety Equipment	604	4,134	4,276	6,350	6,350	6,000
535410	Dues and Memberships	615	1,070	1,596	1,650	1,575	19,155
535420	Books and Publications	314	2,429	659	1,000	1,000	1,000
535450	Training and Education	4,448	8,613	11,201	19,100	19,100	19,100
535451	Recruitment Reimbursements	0	0	0	13,450	13,450	0
<b>TOTAL OPERATING EXPENDITURES</b>		<b>245,672</b>	<b>275,264</b>	<b>319,925</b>	<b>371,259</b>	<b>365,695</b>	<b>380,370</b>
<b>CAPITAL OUTLAY</b>							
606400	Vehicles and Equipment	33,487	32,677	32,555	77,550	71,000	29,260
<b>TOTAL CAPITAL OUTLAY</b>		<b>33,487</b>	<b>32,677</b>	<b>32,555</b>	<b>77,550</b>	<b>71,000</b>	<b>29,260</b>
<b>TOTAL POLICE OPERATIONS DIVISION</b>		<b>3,308,391</b>	<b>3,461,189</b>	<b>3,648,001</b>	<b>4,123,169</b>	<b>3,910,585</b>	<b>4,497,855</b>

# CITY OF SEBASTIAN, FLORIDA 2023/2024 ANNUAL BUDGET

## POLICE INVESTIGATIONS DIVISION

The investigators assigned to this division work on cases involving crimes against persons, crimes against property, and general investigations, including narcotic and vice investigations. The Evidence Technician is the custodian of the evidence/property room and processes crime scenes for evidence. A primary focus of this Division is to nurture cooperation with other law enforcement agencies and to foster community involvement and promote awareness events. The Crime Analyst provides intelligence support internally and externally for the law enforcement community.

### FISCAL YEAR 2023 ACCOMPLISHMENTS

- ✓ Added new equipment to assist with various types of investigations.
- ✓ Continued to utilize resources to assist investigations in solving and preventing crimes.
- ✓ Provided professional investigative services to victims of crimes.
- ✓ Provided continual training in order to maintain certifications and enhance experience levels.

### FISCAL YEAR 2024 GOALS AND OBJECTIVES

- Expand the Investigations Unit by 1-2 positions to better serve the needs of the community and more effectively investigate crime.
- Continue to add new equipment to assist investigators with the increasing amount of cybercrime and evidence collection from technology based devices.
- Provide professional investigative services to the victims of crime.
- Provide continual training in order to maintain certifications and enhance experience levels.
- Purge Property and evidence in accordance with state laws.

### PERFORMANCE MEASURES

Performance Indicators	Actual 2019/2020	Actual 2020/2021	Actual 2021/2022	Projected 2022/2023	Projected 2023/2024
Burglary Investigations	88	90	75	90	85
Assault Investigations	194	203	123	195	150
Sexual Assault Investigations	12	18	15	15	15
Vehicle Theft Investigation	40	24	7	30	20
Robbery Investigations	3	6	2	5	5
Larceny Investigations	267	194	155	250	200
Murder/Attempted Murder Investigations	0	1	1	0	1

# CITY OF SEBASTIAN, FLORIDA 2023/2024 ANNUAL BUDGET

## POLICE INVESTIGATIONS DIVISION PROGRAM BUDGET DESCRIPTION

<i>STAFFING</i>		<i>NATURE OF ACTIVITY</i>
<i>22/23</i>	<i>23/24</i>	
50.00%	50.00%	<b>Investigations</b> - Investigate reported criminal offenses, complete reports on same, conduct interviews, review and assist in the prosecution of suspects.
14.00%	14.00%	<b>On Scene Investigations</b> - Perform on-scene investigations and process crime scenes.
9.00%	9.00%	<b>Court Assistance</b> - Obtaining warrants, State Attorney's Office depositions and appear in court.
10.00%	10.00%	<b>Investigations Assistance</b> - Assist Uniform Division and other agencies with investigations.
10.00%	10.00%	<b>Training and Professional Development.</b>
2.00%	2.00%	<b>Community Meetings/Community Policing</b>
5.00%	5.00%	<b>Back@rounds</b>
100.00%	100.00%	

## POLICE INVESTIGATIONS DIVISION BUDGET SUMMARY

The Fiscal Year 2023-24 proposed budget for Police Investigations is \$ 1,516,215. This compares to the 2022-2023 projected expenditures of \$ 1,211,592, an increase of \$304,623, or 25.1%.

	FY 19/20	FY 20/21	FY 21/22	Amended FY 22/23	Projected FY 22/23	FY 23/24	Difference
	Actual	Actual	Actual	Budget	Expenditures	Budget	
Personal Services	\$ 878,785	\$ 954,685	\$ 1,017,583	\$ 1,170,620	\$ 1,041,930	\$ 1,336,390	\$ 294,460
Operating Expenses	123,458	143,558	140,023	158,440	157,980	168,325	10,345
Capital Outlay	74,379	9,500	3,593	13,000	11,682	11,500	(182)
<b>Total</b>	<b>\$ 1,076,622</b>	<b>\$ 1,107,742</b>	<b>\$ 1,161,198</b>	<b>\$ 1,342,060</b>	<b>\$ 1,211,592</b>	<b>\$ 1,516,215</b>	<b>\$ 304,623</b>

Fiscal Year 2023-24 Proposed Budget:

Major Current Level Changes from Fiscal Year 2022-23 Projected Expenditures:

	Difference
1. <b>Personal Services</b> - Increase due to a new position, a reclass, having positions full all year, negotiated pay increases, and insurance costs.	\$ 294,460
2. <b>Operating Expenses</b> - Increase due primarily to increased training, crime lab, and utility costs.	\$ 10,345
3. <b>Capital Outlay</b> - Minimal decrease due to type of investigative equipment planned for purchase this year.	\$ (182)

# CITY OF SEBASTIAN, FLORIDA 2023/2024 ANNUAL BUDGET

## PERSONAL SERVICES SCHEDULE

### POLICE INVESTIGATIONS DIVISION

<u>POSITION</u>	<u>PAY RANGE</u>	<u>FULL TIME EQUIVALENTS</u>				<u>Projected Expenditure</u>		<u>Budget</u>
		<u>Amended</u>				<u>22/23</u>	<u>23/24</u>	
		<u>21/22</u>	<u>22/23</u>	<u>22/23</u>	<u>23/24</u>			
Lieutenant	76,003 / 133,003	1.00	1.00	1.00	1.00	\$ 113,750	\$ 120,500	
Sergeant	57,504 / 104,800	2.00	2.00	2.00	2.00	161,000	178,000	
Investigator	50,003 / 94,537	5.00	5.00	5.00	5.00	285,000	354,650	
Crime Scene/Evidence Supervisor	51,584 / 90,270	1.00	1.00	1.00	1.00	26,250	51,500	
Crime Analyst *	49,130 / 85,975	0.00	1.00	1.00	1.00	44,000	49,250	
Crime Scene/Evidence Technician	42,432 / 74,254	0.00	0.00	0.00	1.00	-	42,500	
Evidence Technician	42,432 / 74,254	0.50	0.50	0.50	1.00	22,000	42,500	
		9.50	10.50	10.50	12.00			
<b>TOTAL SALARIES</b>						\$ 652,000	\$ 838,900	
						Overtime	50,000	52,000
* Position transferred from						FICA Taxes	54,250	68,860
Admin Division in FY23						Clothing Allowance	6,900	9,170
						Deferred Compensation	6,825	17,294
						Chapter 185 Retirement	157,073	160,334
						Group Health Insurance Premium	93,250	161,285
						Employee Assistance Program	132	190
						Worker's Comp Insurance	21,500	28,357
<b>Total Personal Services</b>						<b>\$ 1,041,930</b>	<b>\$ 1,336,390</b>	

## CAPITAL OUTLAY SCHEDULE

### POLICE INVESTIGATIONS DIVISION - FUNDED BY GENERAL FUND

<u>Description</u>	<u>EXPENDITURES PER FISCAL YEAR</u>					
	<u>2023/24</u>	<u>2024/25</u>	<u>2025/26</u>	<u>2026/27</u>	<u>2027/28</u>	<u>TOTAL</u>
Investigative Equipment	\$ 11,500	\$ -	\$ -	\$ -	\$ -	\$ 11,500
	<b>\$ 11,500</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 11,500</b>

# CITY OF SEBASTIAN, FLORIDA 2023/2024 ANNUAL BUDGET

## POLICE INVESTIGATIONS DIVISION

Code: 010047

Account Number	Description	FY 19/20 Actual	FY 20/21 Actual	FY 21/22 Actual	Amended FY 22/23 Budget	FY 22/23 Projected	Proposed FY 23/24 Budget
<b>PERSONAL SERVICES</b>							
511200	Regular Salaries	528,843	580,810	634,778	741,969	652,000	838,900
511300	Temporary Salaries	30,504	43,236	0	0	0	0
511400	Overtime	43,926	42,458	49,347	50,550	50,000	52,000
512100	FICA Taxes	45,821	51,042	51,666	61,274	54,250	68,860
512215	Clothing Allowance	9,735	10,888	10,574	10,970	6,900	9,170
512225	Deferred Compensation	4,310	4,707	5,028	8,692	6,825	17,294
512250	Chapter 185 Retirement	118,638	121,236	151,762	157,828	157,073	160,334
512301	Group Health Insurance Premium	77,393	77,688	93,073	112,962	93,250	161,285
512309	Employee Assistance Program	143	140	139	158	132	190
512400	Worker's Comp Insurance	19,472	22,479	21,216	26,217	21,500	28,357
<b>TOTAL PERSONAL SERVICES</b>		<b>878,785</b>	<b>954,685</b>	<b>1,017,583</b>	<b>1,170,620</b>	<b>1,041,930</b>	<b>1,336,390</b>
<b>OPERATING EXPENDITURES</b>							
533100	Professional Services	80,668	84,649	76,766	79,179	79,179	81,484
533500	Investigations	534	(24)	286	2,000	2,000	2,000
534000	Travel and Per Diem	4,091	4,528	4,211	8,500	8,500	8,500
534105	Cellular Telephone	4,052	3,791	3,326	3,600	2,900	3,360
534110	Internet Access	3,933	3,843	4,267	4,260	4,500	5,050
534115	On-line Services	1,747	1,800	1,854	1,910	1,910	2,100
534120	Postage	26	0	0	250	250	250
534130	Express Mail Charges	184	49	0	300	300	300
534400	Rent/Leases	576	576	576	576	576	576
534420	Equipment Leases	416	374	381	375	375	375
534620	R & M-Vehicles	1,790	6,983	8,419	5,000	5,000	5,000
534630	R & M - Office Equipment	1,554	4,977	11,307	12,100	12,100	15,180
534640	R & M-Operating Equipment	0	1,239	1,703	3,000	3,000	3,000
534650	R & M-Radio	0	29	0	200	200	200
534800	Promotional Activities	216	300	373	400	400	400
534920	Legal Ads	293	0	0	750	750	750
535200	Departmental Supplies	3,549	3,659	3,836	5,000	5,000	5,200
535210	Computer Supplies	957	4,335	676	1,000	1,000	1,000
535230	Small Tools and Equipment	2,406	4,156	1,080	800	800	1,300
535260	Gas and Oil	8,651	7,793	12,671	14,000	14,000	14,000
535270	Uniforms and Shoes	128	851	525	1,500	1,500	2,500
535275	Safety Equipment	435	450	500	800	800	800
535410	Dues and Memberships	355	625	750	740	740	800
535420	Books and Publications	0	0	0	200	200	200
535450	Training and Education	6,896	8,574	6,516	12,000	12,000	14,000
<b>TOTAL OPERATING EXPENDITURES</b>		<b>123,458</b>	<b>143,558</b>	<b>140,023</b>	<b>158,440</b>	<b>157,980</b>	<b>168,325</b>
<b>CAPITAL OUTLAY</b>							
606300	IOTB	0	0	0	0	0	0
606400	Vehicles and Equipment	74,379	9,500	3,593	13,000	11,682	11,500
<b>TOTAL CAPITAL OUTLAY</b>		<b>74,379</b>	<b>9,500</b>	<b>3,593</b>	<b>13,000</b>	<b>11,682</b>	<b>11,500</b>
<b>TOTAL POLICE INVESTIGATIONS DIVISION</b>		<b>1,076,622</b>	<b>1,107,742</b>	<b>1,161,198</b>	<b>1,342,060</b>	<b>1,211,592</b>	<b>1,516,215</b>

# CITY OF SEBASTIAN, FLORIDA 2023/2024 ANNUAL BUDGET

## POLICE DISPATCH UNIT

The police Dispatch Unit operates around the clock and takes emergency and non-emergency calls for service from the public, and dispatches calls to officers, code enforcement and volunteers. They do investigative work for the officers utilizing the CAD, RMS, DAVID and FCIC/NCIC, provide information services to officers as well as citizens. They monitor and record the activities of officers, community service volunteers and code enforcement officers into the CAD system. Dispatch takes house watch requests from citizens for the volunteers to check while they are away. Dispatch works closely with the other dispatch centers in the surrounding cities and counties by transferring calls to them or receiving calls from them. Dispatch uses several state of the art automated systems, which are linked to statewide and nationwide databases.

### FISCAL YEAR 2023 ACCOMPLISHMENTS

- ✓ Maintained a high level of customer service while dealing with shift shortages due to employee turnover.
- ✓ Revamped and implemented a new 911 Emergency Dispatch training program.
- ✓ Added two new dispatch trainees to the team.

### FISCAL YEAR 2024 GOALS AND OBJECTIVES

- Fill several open 911 emergency dispatcher positions.
- Implement a new and more efficient Computer Aided Dispatch (CAD) and Records Management Systems (RMS).
- Provide advanced training for all dispatchers in handling critical incidents, stress management, and leadership.

### PERFORMANCE MEASURES

Performance Indicators	Actual 2019/2020	Actual 2020/2021	Actual 2021/2022	Projected 2022/2023	Projected 2023/2024
911 Calls Received	8,680	9,559	9,168	10,000	11,000
Code Violation Calls Received	14,431	4,845	2,928	10,000	5,000
Total Calls Received	55,105	59,690	55,312	62,000	60,000
Calls Per Dispatcher	6,122	7,086	8,509	7,500	8,500
Administrative Calls Handled	18,922	21,275	19,284	20,000	20,000

# CITY OF SEBASTIAN, FLORIDA 2023/2024 ANNUAL BUDGET

## POLICE DISPATCH UNIT PROGRAM BUDGET DESCRIPTION

<i>STAFFING</i>		<i>NATURE OF ACTIVITY</i>
<i>22/23</i>	<i>23/24</i>	
53.00%	50.00%	<b>Dispatch</b> - Receive and dispatch calls for police services, including felony in progress and emergency calls. Supply information to officers and callers. Record police action taken on calls for service.
30.00%	30.00%	<b>Calls</b> - Receive complaint calls from public and emergency 911 calls.
14.00%	14.00%	<b>Information Retrieval</b> - Check auto tags, VIN's, individuals, articles through the automated in-house records system and FCIC/NCIC systems. Send and receive LETS and fax messages.
2.00%	2.00%	<b>Code Enforcement</b> - Receive, document and dispatch code enforcement complaints.
1.00%	4.00%	<b>Training and Professional Development.</b>
100.00%	100.00%	

## POLICE DISPATCH UNIT BUDGET SUMMARY

The Fiscal Year 2023-2024 proposed budget for Police Dispatch is \$863,515. This compares to the 2022-2023 projected expenditures of \$663,946, an increase of \$ 199,569, or 30.1%.

	FY 19/20		FY 20/21		FY 21/22		Amended	Projected	
	Actual		Actual		Actual		FY 22/23	FY 22/23	FY 23/24
	Budget		Expenditures		Budget		Difference		
Personal Services	\$ 573,959	\$ 566,550	\$ 587,522	\$ 733,785	\$ 652,710	\$ 847,425	\$ 194,715		
Operating Expenses	8,886	10,955	9,145	16,995	11,236	16,090	4,854		
Capital Outlay	-	-	-	-	-	-	-		
<b>Total</b>	<b>\$ 582,845</b>	<b>\$ 577,505</b>	<b>\$ 596,667</b>	<b>\$ 750,780</b>	<b>\$ 663,946</b>	<b>\$ 863,515</b>	<b>\$ 199,569</b>		

Fiscal Year 2023-24 Proposed Budget:

Major Current Level Changes from Fiscal Year 2022-23 Projected Expenditures:

	Difference
<b>1. Personal Services</b> - Increase due to having positions full all year, negotiated pay increases, and insurance costs.	\$ 194,715
<b>2. Operating Expenses</b> - Increase due primarily to additional training.	\$ 4,854
<b>3. Capital Outlay</b> - No change.	\$ -

# CITY OF SEBASTIAN, FLORIDA 2023/2024 ANNUAL BUDGET

## PERSONAL SERVICES SCHEDULE

### POLICE DISPATCH UNIT

<u>POSITION</u>	<u>PAY RANGE</u>	<u>FULL TIME EQUIVALENTS</u>				<u>Projected</u>	<u>Budget</u>
		<u>Amended</u>				<u>Expenditure</u>	<u>Budget</u>
		<u>21/22</u>	<u>22/23</u>	<u>22/23</u>	<u>23/24</u>	<u>22/23</u>	<u>23/24</u>
911 Emergency Dispatch Supervisor	69,118 / 120,955	1.00	1.00	1.00	1.00	\$ 75,000	\$ 79,000
911 Emergency Dispatcher	42,432 / 74,254	8.00	8.00	9.00	9.00	325,000	486,750
911 Emergency Dispatch Assistant Supervisor		1.00	1.00	0.00	0.00	-	\$ -
		10.00	10.00	10.00	10.00		
		<b>TOTAL SALARIES</b>				\$ 400,000	\$ 565,750
						Overtime 94,340	60,000
						FICA Taxes 38,000	47,874
						Deferred Compensation 44,500	56,318
						Group Health Insurance Premium 75,000	116,324
						Employee Assistance Program 120	158
						Worker's Comp Insurance 750	1,001
						<b>Total Personal Services</b>	
						<u>\$ 652,710</u>	<u>\$ 847,425</u>

# CITY OF SEBASTIAN, FLORIDA 2023/2024 ANNUAL BUDGET

## POLICE DISPATCH UNIT

Code: 010049

<u>Account</u>		<u>FY 19/20</u>	<u>FY 20/21</u>	<u>FY 21/22</u>	<u>Amended</u>	<u>FY 22/23</u>	<u>Proposed</u>
<u>Number</u>	<u>Description</u>	<u>Actual</u>	<u>Actual</u>	<u>Actual</u>	<u>FY 22/23</u>	<u>FY 22/23</u>	<u>FY 23/24</u>
					<u>Budget</u>	<u>Projected</u>	<u>Budget</u>
<b>PERSONAL SERVICES</b>							
511200	Regular Salaries	383,668	372,771	360,156	487,900	400,000	565,750
511400	Overtime	54,558	67,698	86,824	50,000	94,340	60,000
512100	FICA Taxes	32,652	32,982	33,340	41,151	38,000	47,874
512225	Deferred Compensation	36,685	35,668	40,119	48,411	44,500	56,318
512301	Group Health Insurance Premium	65,425	56,478	66,214	105,265	75,000	116,324
512309	Employee Assistance Program	132	111	119	158	120	158
512400	Worker's Comp Insurance	839	843	750	900	750	1,001
<b>TOTAL PERSONAL SERVICES</b>		<b>573,959</b>	<b>566,550</b>	<b>587,522</b>	<b>733,785</b>	<b>652,710</b>	<b>847,425</b>
<b>OPERATING EXPENDITURES</b>							
534000	Travel and Per Diem	0	0	56	2,000	500	2,000
534105	Cellular Telephone	501	450	303	0	0	0
534110	Internet Access	159	75	0	435	0	0
534420	Equipment Leases	1,556	1,803	1,778	1,815	1,775	1,775
534630	R & M-Office Equipment	1,155	1,044	935	1,000	1,000	1,000
534640	R & M-Operating Equipment	132	0	0	100	100	100
534650	R & M-Radios	0	88	0	200	200	200
534800	Promotional Activities	84	358	375	500	500	500
535200	Departmental Supplies	921	1,664	1,855	1,500	1,500	1,250
535210	Computer Supplies	1,664	1,543	235	200	200	200
535270	Uniforms	0	0	491	1,000	1,000	1,000
535275	Safety Equipment	0	0	0	100	100	100
535410	Dues and Memberships	339	345	345	345	361	365
535450	Training and Education	2,374	3,586	2,772	7,800	4,000	7,600
<b>TOTAL OPERATING EXPENDITURES</b>		<b>8,886</b>	<b>10,955</b>	<b>9,145</b>	<b>16,995</b>	<b>11,236</b>	<b>16,090</b>
<b>CAPITAL OUTLAY</b>							
606400	Vehicles and Equipment	0	0	0	0	0	0
<b>TOTAL CAPITAL OUTLAY</b>		<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>TOTAL POLICE DISPATCH UNIT</b>		<b>582,845</b>	<b>577,505</b>	<b>596,667</b>	<b>750,780</b>	<b>663,946</b>	<b>863,515</b>

# CITY OF SEBASTIAN, FLORIDA 2023/2024 ANNUAL BUDGET

## CODE ENFORCEMENT DIVISION

The Code Enforcement division enforces regulations to ensure the beauty and character of the City by responding to citizen complaints and self- initiated enforcement. While providing support to other departments and the Special Magistrate, this division works to solicit voluntary compliance whenever possible.

### FISCAL YEAR 2023 ACCOMPLISHMENTS

- ✓ Continued a proactive approach to code violations, while striving for compliance
- ✓ Provided proactive and professional code enforcement services
- ✓ Educated the public on code enforcement concerns to improve quality of life
- ✓ Reduced time spent on calls increasing efficiency observing and responding to violations
- ✓ Investigated code violations with follow-ups, magistrate hearings, and abatements

### FISCAL YEAR 2024 GOALS AND OBJECTIVES

- Provide professional code enforcement services
- Continue a proactive approach to code violations, while striving for compliance
- Continue an educational approach to enforcement
- Continue to reduce wasted time spent on calls increasing efficiency
- Improve on quick follow through of enforcement actions
- Fill the vacant administrative assistant position

### PERFORMANCE MEASURES

Performance Indicators	Actual 2019/2020	Actual 2020/2021	Actual 2021/2022	Projected 2022/2023	Projected 2023/2024
Water Violations	41	1	6	30	10
Code Violations	2,387	2,029	1,194	2,200	2,000
Illegal Signs	310	367	372	400	380
Nuisance Abatement	376	481	228	450	300
Re-inspections	3,300	2,812	1,650	2,900	2,000
Property Inspections	486	651	724	550	800

### PROGRAM BUDGET DESCRIPTION FOR THE CODE ENFORCEMENT DIVISION

<i>STAFFING</i>		<i>NATURE OF ACTIVITY</i>
<i>22/23</i>	<i>23/24</i>	
50.00%	50.00%	<b>Citizen Complaints</b> - Respond to complaints of city ordinance violations and self-initiate code compliance and enforcement.
30.00%	30.00%	<b>Re-inspections</b> - Follow up on notices of violations to ensure compliance.
5.00%	5.00%	<b>Code Enforcement Board</b> - Provide direct support to Code Enforcement Board for Code Enforcement hearings.
15.00%	15.00%	<b>Documentation</b> - To document complaints, as well as self-initiated actions, write reports and follow up letters and prepare documentation for Code Enforcement Board.
100.00%	100.00%	

# CITY OF SEBASTIAN, FLORIDA 2023/2024 ANNUAL BUDGET

## CODE ENFORCEMENT DIVISION BUDGET SUMMARY

The Fiscal Year 2023-2024 proposed budget for Code Enforcement is \$ 220,385. This compares to the 2022-2023 projected expenditures of \$144,140, an increase of \$ 76,245, or 52.9%.

	FY 19/20	FY 20/21	FY 21/22	Amended	Projected		
	Actual	Actual	Actual	FY 22/23 Budget	FY 22/23 Expenditures	FY 23/24 Budget	Difference
Personal Services	\$ 169,750	\$ 170,981	\$ 160,510	\$ 181,777	\$ 128,475	\$ 200,180	\$ 71,705
Operating Expenses	14,469	16,645	17,611	20,790	15,665	20,205	4,540
Capital Outlay	-	-	-	-	-	-	-
<b>Total</b>	<b>\$ 184,219</b>	<b>\$ 187,626</b>	<b>\$ 178,121</b>	<b>\$ 202,567</b>	<b>\$ 144,140</b>	<b>\$ 220,385</b>	<b>\$ 76,245</b>

Fiscal Year 2023-24 Proposed Budget:

Major Current Level Changes from Fiscal Year 2022-23 Projected Expenditures:

	Difference
1. <b>Personal Services</b> - Increase due to having positions full all year, negotiated pay increases, and insurance costs.	\$ 71,705
2. <b>Operating Expenditures</b> - Increase due primarily to increased training and anticipated vehicle maintenance costs.	\$ 4,540
3. <b>Capital Outlay</b> - No change.	\$ -

## PERSONAL SERVICES SCHEDULE

### CODE ENFORCEMENT DIVISION

POSITION	PAY RANGE	FULL TIME EQUIVALENTS				Projected	
		21/22	22/23	Amended 22/23	23/24	Expenditure 22/23	Budget 23/24
Code Enforcement Officer	44,554 / 77,967	2.00	2.00	2.00	2.00	\$ 97,000	\$ 105,750
Administrative Assistant	37,440 / 65,519	1.00	1.00	1.00	1.00	-	37,750
		3.00	3.00	3.00	3.00		
<b>TOTAL SALARIES</b>						\$ 97,000	\$ 143,500
Overtime						1,000	1,500
FICA Taxes						7,575	11,163
Clothing Allowance						1,140	940
Deferred Compensation						8,925	13,297
Group Health Insurance Premium						10,500	26,872
Employee Assistance Program						35	48
Worker's Comp Insurance						2,300	2,860
<b>Total Personal Services</b>						<b>\$ 128,475</b>	<b>\$ 200,180</b>

# CITY OF SEBASTIAN, FLORIDA 2023/2024 ANNUAL BUDGET

## CODE ENFORCEMENT DIVISION

Code: 010045

<u>Account</u>		<u>FY 19/20</u>	<u>FY 20/21</u>	<u>FY 21/22</u>	<u>Amended</u>	<u>Projected</u>	<u>Proposed</u>
<u>Number</u>	<u>Description</u>	<u>Actual</u>	<u>Actual</u>	<u>Actual</u>	<u>FY 22/23</u>	<u>FY 22/23</u>	<u>FY 23/24</u>
					<u>Budget</u>	<u>Budget</u>	<u>Budget</u>
<b>PERSONAL SERVICES</b>							
511200	Regular Salaries	118,532	125,818	116,794	129,900	97,000	143,500
511400	Overtime	1,636	2,409	217	1,800	1,000	1,500
512100	FICA Taxes	9,039	9,857	8,811	10,176	7,575	11,163
512215	Clothing Allowance	1,320	1,320	1,320	1,320	1,140	940
512225	Deferred Compensation	11,096	11,821	10,801	12,133	8,925	13,297
512301	Group Health Insurance Premium	26,461	17,498	20,240	23,781	10,500	26,872
512309	Employee Assistance Program	48	48	41	48	35	48
512400	Worker's Comp Insurance	1,617	2,211	2,287	2,619	2,300	2,860
<b>TOTAL PERSONAL SERVICES</b>		<b>169,750</b>	<b>170,981</b>	<b>160,510</b>	<b>181,777</b>	<b>128,475</b>	<b>200,180</b>
<b>OPERATING EXPENDITURES</b>							
533400	Other Contractual Services	828	450	406	700	500	500
534000	Travel and Per Diem	0	0	0	500	0	500
534105	Cellular Telephone	1,031	1,024	970	985	995	1,020
534110	Internet Services	866	866	851	840	840	840
534120	Postage	3,105	2,647	2,009	3,000	2,520	3,000
534420	Equipment Leases	207	271	266	275	265	265
534620	R & M-Vehicles	416	2,059	1,772	1,500	700	1,500
534630	R & M - Office Equipment	8	301	52	120	90	180
534650	R & M-Radio	0	0	0	100	0	100
534910	Clerk of Court Filing Fees	1,333	784	949	1,700	500	1,500
535200	Departmental Supplies	452	774	432	1,500	360	800
535210	Computer Supplies	27	65	0	50	0	50
535230	Small Tools and Equipment	0	0	0	100	0	100
535260	Gas and Oil	5,607	6,614	9,155	8,000	8,345	8,500
535270	Uniforms and Shoes	292	367	628	600	400	500
535275	Safety Equipment	0	0	0	100	0	100
535410	Dues and Memberships	100	100	120	120	150	150
535450	Training and Education	199	325	0	600	0	600
<b>TOTAL OPERATING EXPENDITURES</b>		<b>14,469</b>	<b>16,645</b>	<b>17,611</b>	<b>20,790</b>	<b>15,665</b>	<b>20,205</b>
<b>CAPITAL OUTLAY</b>							
606400	Vehicles and Equipment	0	0	0	0	0	0
<b>TOTAL CAPITAL OUTLAY</b>		<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>TOTAL CODE ENFORCEMENT DIVISION</b>		<b>184,219</b>	<b>187,626</b>	<b>178,121</b>	<b>202,567</b>	<b>144,140</b>	<b>220,385</b>

# CITY OF SEBASTIAN, FLORIDA 2023/2024 ANNUAL BUDGET

## ROADS & MAINTENANCE DIVISION

The Roads and Maintenance Division is responsible for the repair and maintenance of the public streets and right-of-ways, and public infrastructures such as docks, piers, boat ramps, and sidewalks. In addition the division provides heavy construction support to other departments as needed.

### FISCAL YEAR 2023 ACCOMPLISHMENTS

- ✓ Installed new Rectangular Rapid-Flashing Beacon (RRFB) at Main St and Easy St Pedestrian Crosswalk
- ✓ Completed ADA compliant sidewalks at George St Park
- ✓ Continued to maintain and repair pot hole and roadway repairs with hot asphalt and cold patch
- ✓ Assisted Stormwater division with road crossing repairs as well as Right of Way maintenance for newly paved streets
- ✓ Maintained City Right of Ways free of debris for clear visibility
- ✓ Reviewed Citywide assessment of pavement condition and determined a citywide seven year road repaving and treatment plan citywide

### FISCAL YEAR 2024 GOALS AND OBJECTIVES

- Continue sidewalk trip hazard inspection and repair program for 100% of City sidewalks
- Continue repainting of STOP sign stop bar markings Citywide as well as high trafficked school crossing zones
- Continue roadway and pot hole maintenance and repair program
- Install a new sidewalk approximately 1,100 feet in length to allow continuous passage from Bristol St to US-1 on Barber Street connecting previously created sidewalks with safe crosswalks once Brightline construction is complete
- Remove and replace a significant amount of sidewalks citywide that have had temporary repairs to allow immediate safety
- Implement FieldMaps GIS tracking of pothole repairs as well as sidewalk repairs for greater transparency
- Begin a Citywide traffic analysis program where data is collected for all major and minor collectors on a quarterly basis rather than on request to help fill in data gaps for planning

### PERFORMANCE MEASURES

Performance Indicators	Actual 2019/2020	Actual 2020/2021	Actual 2021/2022	Projected 2022/2023	Projected 2023/2024
Miles of Paved Roads Maintained	157	157	157	160	158
Number of Parking Lots Maintained	16	23	23	23	23
Miles of Sidewalks Maintained	26	27	27	28	28

# CITY OF SEBASTIAN, FLORIDA 2023/2024 ANNUAL BUDGET

## ROADS & MAINTENANCE DIVISION PROGRAM BUDGET DESCRIPTION

<i>STAFFING</i>		<i>NATURE OF ACTIVITY</i>
<i>22/23</i>	<i>23/24</i>	
60.00%	60.00%	<b>Streets and Alleyways</b> - Maintain 160 miles of paved streets. Maintain twenty-three (23) municipally owned parking areas. Perform repairs to streets and roadways that are damaged due to deterioration. Mow and clear street right of ways.
20.00%	20.00%	<b>General Maintenance</b> - maintain hazard free pedestrian sidewalks.
5.00%	5.00%	<b>General Administration</b> - Preparation of budget, update service records. Maintain equipment records. Review contracts and construction drawings on City Contract work. Meet with public as necessary. Coordinate employee training and education.
15.00%	15.00%	<b>Assisting other City Departments</b> - Lift heavy material with heavy equipment, repair roadways and sidewalks following storm damage, transport heavy equipment and supplies to work-sites and grade parks and ballfields.
100.00%	100.00%	

## ROADS & MAINTENANCE DIVISION BUDGET SUMMARY

The Fiscal Year 2023-2024 proposed budget for the Roads and Maintenance Division is \$ 1,493,815. This compares to the 2022-2023 projected expenditures of \$ 1,044,977, an increase of \$ 448,838 or 42.95%.

	FY 19/20	FY 20/21	FY 21/22	Amended FY 22/23	Projected FY 22/23	FY 23/24	Difference
	Actual	Actual	Actual	Budget	Expenditures	Budget	
Personal Services	\$ 588,186	\$ 555,076	\$ 552,611	\$ 689,530	\$ 638,245	\$ 795,260	\$ 157,015
Operating Expenses	335,797	328,867	346,064	448,955	388,318	470,555	82,237
Capital Outlay	39,190	43,777	60,498	18,924	18,414	228,000	209,586
<b>Total</b>	<b>\$ 963,173</b>	<b>\$ 927,720</b>	<b>\$ 959,173</b>	<b>\$ 1,157,409</b>	<b>\$ 1,044,977</b>	<b>\$ 1,493,815</b>	<b>\$ 448,838</b>

Fiscal Year 2023-24 Proposed Budget:

Major Current Level Changes from Fiscal Year 2022-23 Projected Expenditures	Difference
1. <b>Personal Services</b> - Increase due to having positions full all year, negotiated pay increases, and insurance costs.	\$ 157,015
2. <b>Operating Expenses</b> - Increase due to anticipated utility cost increases and additional maintenance required.	\$ 82,237
3. <b>Capital Outlay</b> - Increase due to larger vehicle and equipment requested this year and sidewalk replacement.	\$ 209,586

# CITY OF SEBASTIAN, FLORIDA 2023/2024 ANNUAL BUDGET

## PERSONAL SERVICES SCHEDULE

ROADS & MAINTENANCE DIVISION								
POSITION	PAY RANGE	Amended				Projected Expenditure	Budget	
		21/22	22/23	22/23	23/24	22/23	23/24	
Public Works Director/City Engineer	97,269 / 170,218	1.00	1.00	1.00	1.00	103,000	108,250	
Roads Superintendent	62,701 / 109,724	0.00	1.00	1.00	1.00	59,250	63,250	
Roads Assistant Superintendent	54,163 / 94,784	1.00	1.00	1.00	1.00	52,150	54,750	
Traffic Technician II	42,432 / 74,254	1.00	1.00	1.00	1.00	42,500	45,500	
Traffic Technician I	39,520 / 69,159	1.00	1.00	1.00	0.00	26,750	-	
Maintenance Worker III	44,554 / 77,967	1.00	0.00	0.00	0.00	-	-	
Maintenance Worker II	39,520 / 69,159	1.00	2.00	2.00	2.00	67,500	83,750	
Maintenance Worker I	35,360 / 61,879	3.00	2.00	2.00	3.00	43,750	106,750	
Administrative Assistant	37,440 / 65,519	1.00	1.00	1.00	1.00	39,250	42,500	
Clerical Assistant I *	31,678 / 55,436	0.00	0.00	1.00	1.00	7,500	33,000	
		10.00	10.00	11.00	11.00			
		<b>TOTAL SALARIES</b>				\$	441,650	\$ 537,750
* Position transferred from Stormwater during FY23		Overtime				7,000	15,000	
		FICA Taxes				34,500	42,427	
		Clothing Allowance				1,450	1,800	
		Deferred Compensation				40,500	50,234	
		Group Health Insurance Premium				83,500	111,608	
		Employee Assistance Program				145	174	
		Worker's Comp Insurance				29,500	36,267	
		Total Personal Services				\$ 638,245	\$ 795,260	

## CAPITAL OUTLAY SCHEDULE

ROADS AND MAINTENANCE DIVISION - TO BE FUNDED BY GENERAL FUND							
Description	EXPENDITURES PER FISCAL YEAR						TOTAL
	2023/24	2024/25	2025/26	2026/27	2027/28		
Pavement Grinder	\$ 22,000	\$ -	\$ -	\$ -	\$ -	\$ -	22,000
Vinyl Printer and Laminator	16,100	-	-	-	-	-	16,100
Enclosed Trailer	8,000	-	-	-	-	-	8,000
Sidewalk Replacement	75,000	75,000	75,000	75,000	75,000	-	375,000
Traffic Analyzers (2)	3,500	-	-	-	-	-	3,500
Air Compressor Jack Hammer	28,400	-	-	-	-	-	28,400
Sign Shop Truck	75,000	-	-	-	-	-	75,000
	\$ 228,000	\$ 75,000	\$ 75,000	\$ 75,000	\$ 75,000	\$ -	528,000

ROADS AND MAINTENANCE DIVISION - TO BE FUNDED BY LOCAL OPTION GAS TAX							
Description	EXPENDITURES PER FISCAL YEAR						TOTAL
	2023/24	2024/25	2025/26	2026/27	2027/28		
Street Repaving	\$ 533,423	\$ 1,099,840	\$ 772,192	\$ 569,552	\$ 392,611	\$ -	3,367,618
	\$ 533,423	\$ 1,099,840	\$ 772,192	\$ 569,552	\$ 392,611	\$ -	3,367,618

ROADS AND MAINTENANCE DIVISION - TO BE FUNDED BY DISCRETIONARY SALES TAX							
Description	EXPENDITURES PER FISCAL YEAR						TOTAL
	2023/24	2024/25	2025/26	2026/27	2027/28		
Street Reconstruction	\$ 1,780,163	\$ 1,209,768	\$ 801,028	\$ 1,017,818	\$ 1,614,132	\$ -	6,422,909
	\$ 1,780,163	\$ 1,209,768	\$ 801,028	\$ 1,017,818	\$ 1,614,132	\$ -	6,422,909

# CITY OF SEBASTIAN, FLORIDA 2023/2024 ANNUAL BUDGET

## ROADS & MAINTENANCE DIVISION

Code: 010052

Account Number	Description	FY 19/20 Actual	FY 20/21 Actual	FY 21/22 Actual	Amended FY 22/23 Budget	FY 22/23 Projected	Proposed FY 23/24 Budget
<b>PERSONAL SERVICES</b>							
511200	Regular Salaries	401,366	362,321	375,143	467,375	441,650	537,750
511400	Overtime	6,224	10,958	13,907	12,000	7,000	15,000
512100	FICA Taxes	29,617	27,149	28,967	36,755	34,500	42,427
512215	Clothing Allowance	840	960	720	1,080	1,450	1,800
512225	Deferred Compensation	35,403	34,089	33,591	43,529	40,500	50,234
512301	Group Health Insurance Premium	91,316	89,039	71,390	92,138	83,500	111,608
512309	Employee Assistance Program	157	148	133	158	145	174
512400	Worker's Comp Insurance	23,264	30,412	28,760	36,495	29,500	36,267
<b>TOTAL PERSONAL SERVICES</b>		<b>588,186</b>	<b>555,076</b>	<b>552,611</b>	<b>689,530</b>	<b>638,245</b>	<b>795,260</b>
<b>OPERATING EXPENDITURES</b>							
533150	Engineering Services	0	12,555	0	12,000	0	14,000
533400	Other Contractual Services	1,313	0	3,200	18,200	3,200	3,600
534000	Travel and Per Diem	1,414	142	2,426	4,560	1,238	4,825
534101	Telephone	666	241	221	0	60	0
534105	Cellular Telephone	2,058	2,390	2,731	3,360	2,925	3,000
534110	Internet Services	467	432	428	1,180	1,180	1,980
534120	Postage	0	1	41	100	0	100
534130	Express Mail Charges	0	0	0	100	0	100
534310	Electric	3,137	3,358	3,976	3,540	1,875	1,500
534315	Street Lighting	221,886	195,719	202,161	216,200	223,625	244,100
534320	Water/Sewer	365	363	324	385	315	360
534380	Trash Pickup/Hauling, Etc.	2,414	2,250	1,164	3,300	800	1,750
534420	Equipment Leases	1,594	2,550	774	3,195	800	5,145
534620	R & M - Vehicles	16,052	24,464	10,322	27,000	26,750	26,000
534630	R & M - Office Equipment	1,953	929	967	1,680	500	1,830
534640	R & M - Operating Equipment	5,466	15,668	21,776	22,800	9,750	25,000
534682	R & M - Sidewalks	0	0	0	4,000	4,000	8,000
534920	Legal Ads	0	0	0	600	0	600
535200	Departmental Supplies	3,868	3,048	2,779	7,360	8,200	7,660
535210	Computer Supplies	507	91	935	1,400	1,400	700
535230	Small Tools and Equipment	2,568	5,786	5,956	7,000	4,000	5,100
535260	Gas and Oil	17,615	20,762	33,464	30,000	32,000	32,000
535270	Uniforms and Shoes	2,677	2,230	2,724	2,965	2,800	2,985
535275	Safety Equipment	1,873	597	876	1,200	1,200	1,400
535310	Road Materials & Supplies	18,414	16,239	15,415	27,000	22,000	37,000
535350	Cement	452	323	1,298	1,300	1,300	1,900
535385	Signs & Marking Supplies	24,504	17,237	26,304	36,000	36,000	28,000
535410	Dues and Memberships	910	784	1,008	1,750	1,000	1,845
535450	Training and Education	3,624	710	4,795	10,780	1,400	10,075
<b>TOTAL OPERATING EXPENDITURES</b>		<b>335,797</b>	<b>328,867</b>	<b>346,064</b>	<b>448,955</b>	<b>388,318</b>	<b>470,555</b>
<b>CAPITAL OUTLAY</b>							
606400	Vehicles and Equipment	39,190	43,777	60,498	18,924	18,414	153,000
606900	Infrastructure	0	0	0	0	0	75,000
<b>TOTAL CAPITAL OUTLAY</b>		<b>39,190</b>	<b>43,777</b>	<b>60,498</b>	<b>18,924</b>	<b>18,414</b>	<b>228,000</b>
<b>TOTAL ROADS &amp; MAINTENANCE</b>		<b>963,173</b>	<b>927,720</b>	<b>959,173</b>	<b>1,157,409</b>	<b>1,044,977</b>	<b>1,493,815</b>

# CITY OF SEBASTIAN, FLORIDA 2023/2024 ANNUAL BUDGET

## FLEET MANAGEMENT DIVISION

The Fleet Management Division develops, manages and provides vehicle and equipment maintenance services for all City-owned vehicles and equipment, with the exception of the Golf Course. This includes 114 vehicles, 47 units of major equipment and 220 units of smaller equipment and tools. In addition, the Fleet Management staff also maintains the City's fuel facilities in the compound, assuring fuel availability for the fleet and compliance with FDEP requirements.

### FISCAL YEAR 2023 ACCOMPLISHMENTS

- ✓ Completed transition to new Public Works Compound
- ✓ Managed auction sales of obsolete City property items including fuel system at the old compound
- ✓ Continued responsible management of fuel/petroleum storage; use; and waste disposal
- ✓ Maintained service schedules with a combination of in house and external service
- ✓ Initiated new Citywide reporting system to initiate work orders
- ✓ Acquired additional scanning technology in order to diagnose more issues in house instead of relying on outside vendors and dealerships
- ✓ Started practice of completing oil changes in house use new lifts and oil storage depository

### FISCAL YEAR 2024 GOALS AND OBJECTIVES

- Continue to update and enhance the work order request system
- Enhance utilization of work order system to track the life cycle cost of a vehicle more effectively
- Utilize heavy equipment lift at Public Works compound to complete more service in house on heavier equipment
- Utilize the new fueling station's preventative maintenance tracking system

### PERFORMANCE MEASURES

Performance Indicators	Actual 2019/2020	Actual 2020/2021	Actual 2021/2022	Projected 2022/2023	Projected 2023/2024
Number of Vehicles Maintained	118	107	114	120	116
Number of Heavy Equipment Maintained	24	37	47	37	50
Number of Light Equipment Maintained	207	219	220	220	225
Preventive Maintenance Services	171	76	109	175	150
Road Service Calls	24	8	30	50	50
Completed Service Requests	1170	1464	1227	1400	1400

# CITY OF SEBASTIAN, FLORIDA 2023/2024 ANNUAL BUDGET

## FLEET MANAGEMENT DIVISION PROGRAM BUDGET DESCRIPTION

<i>STAFFING</i>		<i>NATURE OF ACTIVITY</i>
22/23	23/24	
10.00%	10.00%	<b>Administration of City Fleet Management Program</b> - Supervise and direct employees in the implementation of a Fleet Management Program for over 300 pieces of equipment. Develop and direct the maintenance of a 2,800 sq. ft. maintenance facility.
45.00%	45.00%	<b>Vehicle Maintenance</b> - Schedule and perform vehicle preventive maintenance, mechanical and body repair services on all city-owned vehicles and equipment, except Golf Course equipment.
10.00%	10.00%	<b>Order and Parts Processing</b> - Order, receive and stock vehicle repair parts and material. Schedule vehicle sublet repairs.
5.00%	5.00%	<b>Employee Training</b> - Train employees in new corrective repair procedures, waste disposal, and Department of Labor Safety Requirements and Standards.
10.00%	10.00%	<b>Vehicle Data Processing</b> - Data processing of work orders, issue slips, purchase orders and parts. Maintain computerized parts and tools inventory.
5.00%	5.00%	<b>General Administrative</b> - Preparation of Budget, maintenance of vehicle records and training records.
5.00%	5.00%	<b>Administration of City Fuel Facility Management Program</b> - Supervise and maintain unleaded gasoline and diesel fuel storage and dispensing facilities. Implement, monitor and maintain Fuel Management System.
5.00%	5.00%	<b>Planning and implementation of Fleet Maintenance Programs</b> - Plan, develop and implement programs to modernize facilities, equipment and tools.
5.00%	5.00%	<b>General Administrative Program</b> - Implementation of Guidelines for the acquisition and replacement of Fleet Assets.
100.00%	100.00%	

## FLEET MANAGEMENT DIVISION BUDGET SUMMARY

The Fiscal Year 2023-2024 proposed budget for Fleet Management is \$ 324,175. This compares to the 2022-2023 projected expenditures of \$ 259,535, an increase of \$ 64,640, or 24.91%.

	FY 19/20	FY 20/21	FY 21/22	Amended FY 22/23	Projected FY 22/23	FY 23/24	Difference
	Actual	Actual	Actual	Budget	Expenditures	Budget	
Personal Services	\$ 180,924	\$ 189,783	\$ 200,515	\$ 232,749	\$ 219,175	\$ 290,245	\$ 71,070
Operating Expenses	18,950	22,143	25,553	30,535	26,560	33,930	7,370
Capital Outlay	2,376	-	-	20,000	13,800	-	(13,800)
<b>Total</b>	<b>\$ 202,251</b>	<b>\$ 211,926</b>	<b>\$ 226,068</b>	<b>\$ 283,284</b>	<b>\$ 259,535</b>	<b>\$ 324,175</b>	<b>\$ 64,640</b>

Fiscal Year 2023-24 Proposed Budget:

Major Current Level Changes from Fiscal Year 2022-23 Projected Expenditures	Difference
<b>1. Personal Services</b> - Increase due to a reclass, having positions full all year, negotiated salary increases, and insurance costs.	\$ 71,070
<b>2. Operating Expenses</b> - Increase due primarily to new tools needed and additional training.	\$ 7,370
<b>3. Capital Outlay</b> - Decrease due to no capital purchases requested this year.	\$ (13,800)

# CITY OF SEBASTIAN, FLORIDA 2023/2024 ANNUAL BUDGET

## PERSONAL SERVICES SCHEDULE

<b>FLEET MANAGEMENT DIVISION</b>		<b>FULL TIME EQUIVALENTS</b>				<b>Projected</b>	<b>Budget</b>
<b>POSITION</b>	<b>PAY RANGE</b>	<b>Amended</b>				<b>Expenditure</b>	<b>Budget</b>
		<u>21/22</u>	<u>22/23</u>	<u>22/23</u>	<u>23/24</u>	<u>22/23</u>	<u>23/24</u>
Fleet Superintendant	62,701 / 109,724	1.00	1.00	1.00	1.00	\$ 68,250	\$ 72,000
Lead Mechanic/Garage Supervisor	46,779 / 81,862	1.00	1.00	1.00	1.00	45,000	48,500
Mechanic	39,520 / 69,159	1.00	1.00	1.00	1.00	39,500	44,000
Lube and Tire Technician	37,440 / 65,519	0.00	0.50	0.50	1.00	6,250	37,750
		3.00	3.50	3.50	4.00		
		<b>TOTAL SALARIES</b>				\$ 159,000	\$ 202,250
						1,500	1,500
						12,327	15,649
						650	800
						14,000	18,410
						27,900	46,785
						48	63
						3,750	4,788
						<u>\$ 219,175</u>	<u>\$ 290,245</u>

# CITY OF SEBASTIAN, FLORIDA 2023/2024 ANNUAL BUDGET

## FLEET MANAGEMENT DIVISION

Code: 010054

Account	FY 19/20	FY 20/21	FY 21/22	Amended FY 22/23	FY 22/23	Proposed FY 23/24
<u>Number</u> <u>Description</u>	<u>Actual</u>	<u>Actual</u>	<u>Actual</u>	<u>Budget</u>	<u>Projected</u>	<u>Budget</u>
<b>PERSONAL SERVICES</b>						
511200 Regular Salaries	131,844	135,656	145,421	172,426	159,000	202,250
511400 Overtime	977	1,352	529	500	1,500	1,500
512100 FICA Taxes	10,025	10,357	10,874	13,265	12,327	15,649
512215 Clothing Allowance	360	360	360	480	650	800
512225 Deferred Compensation	11,606	12,343	13,139	13,519	14,000	18,410
512301 Group Health Insurance Premium	22,286	25,492	26,480	27,970	27,900	46,785
512309 Employee Assistance Program	48	48	48	48	48	63
512400 Worker's Comp Insurance	3,779	4,175	3,665	4,541	3,750	4,788
<b>TOTAL PERSONAL SERVICES</b>	<b>180,924</b>	<b>189,783</b>	<b>200,515</b>	<b>232,749</b>	<b>219,175</b>	<b>290,245</b>
<b>OPERATING EXPENDITURES</b>						
533400 Other Contractual Services	50	330	75	150	150	150
533410 Environmental Services	882	905	751	1,100	400	1,100
534000 Travel and Per Diem	0	0	16	50	0	50
534105 Cellular Telephone	1,046	1,063	1,003	1,080	1,060	1,105
534110 Internet Access	0	0	0	400	400	1,080
534310 Electric	2,890	2,681	3,104	1,000	1,660	1,500
534320 Water/Sewer	291	363	324	300	315	340
534420 Equipment Leases	705	644	628	645	625	625
534610 R & M - Buildings	74	0	0	400	75	0
534620 R & M-Vehicles	926	2,164	999	1,000	350	1,000
534630 R & M - Office Equipment	887	2,942	1,350	2,375	3,300	4,155
534640 R & M-Operating Equipment	1,485	2,201	7,000	4,825	1,100	5,015
535200 Departmental Supplies	4,057	3,992	4,782	2,005	8,000	2,285
535210 Computer Supplies	0	62	57	2,065	200	1,520
535230 Small Tools and Equipment	1,687	902	1,386	6,500	3,500	6,000
535260 Gas and Oil	1,247	816	1,734	1,200	2,200	2,400
535270 Uniforms and Shoes	641	679	712	1,090	750	1,090
535275 Safety Equipment	158	304	58	300	300	300
535410 Membership & Professional Dues	1,500	1,500	1,575	2,700	1,575	1,575
535450 Training and Education	425	595	0	1,350	600	2,640
<b>TOTAL OPERATING EXPENDITURES</b>	<b>18,950</b>	<b>22,143</b>	<b>25,553</b>	<b>30,535</b>	<b>26,560</b>	<b>33,930</b>
<b>CAPITAL OUTLAY</b>						
606400 Vehicles and Equipment	2,376	0	0	20,000	13,800	0
<b>TOTAL CAPITAL OUTLAY</b>	<b>2,376</b>	<b>0</b>	<b>0</b>	<b>20,000</b>	<b>13,800</b>	<b>0</b>
<b>TOTAL FLEET MANAGEMENT DIVISION</b>	<b>202,251</b>	<b>211,926</b>	<b>226,068</b>	<b>283,284</b>	<b>259,535</b>	<b>324,175</b>

# CITY OF SEBASTIAN, FLORIDA 2023/2024 ANNUAL BUDGET

## FACILITIES MAINTENANCE DIVISION

The Facilities Maintenance Division is responsible for the maintenance and repair of all city buildings and facilities and the supervision of contractors/vendors to ensure contractual obligations are fulfilled. The division also provides miscellaneous janitorial services and support to all community activities as well as all departments by providing such services as moving office equipment and furniture. This division also oversees all internal construction projects throughout the City.

### FISCAL YEAR 2023 ACCOMPLISHMENTS

- ✓ Replaced 2 AC units at the Historical School Building, including new electrical
- ✓ Replaced AC unit at the Art Center
- ✓ Installation of new carpet in City Hall 2<sup>nd</sup> floor work areas
- ✓ Yacht Club Interior Building improvements
- ✓ Assisted with the installation of additional security cameras within parks properties
- ✓ City Hall balcony replacement project
- ✓ Police Dept. emergency lighting replacement and air duct cleaning project
- ✓ Installed new hands free water fountain at Schumann Drive Park
- ✓ Senior Center Roof Replacement Project
- ✓ Convert Community Center lighting to LED
- ✓ City facility repairs following the hurricane damage
- ✓ Pressure wash City Hall and adjacent sidewalks
- ✓ Pressure wash Police Department and adjacent buildings
- ✓ Bark Park underground plumbing/drainage replacement

### FISCAL YEAR 2024 GOALS AND OBJECTIVES

- Complete the Police Dept. Generator Transfer Switch Project
- Park Restroom Roof Replacements
- Continue air conditioner replacements as needed
- Complete Senior Center interior building improvements
- Historical School House Gutter Improvements
- Continue facility maintenance to improve the appearance and cleanliness of facilities

### PERFORMANCE MEASURES

Performance Indicators	Actual 2019/2020	Actual 2020/2021	Actual 2021/2022	Projected 2022/2023	Projected 2023/2024
Number of facility and sites maintained	57	57	57	57	57
Total square footage maintained	161,538	161,538	161,358	185,811	185,811
Total number of work orders completed	180	165	194	190	190
Cost per square foot maintained	\$3.52	\$3.71	\$3.49	\$3.98	\$4.66

# CITY OF SEBASTIAN, FLORIDA 2023/2024 ANNUAL BUDGET

## PROGRAM BUDGET DESCRIPTION FOR THE FACILITIES MAINTENANCE DIVISION

<i>STAFFING</i>		<i>NATURE OF ACTIVITY</i>
<i>22/23</i>	<i>23/24</i>	
60.00%	60.00%	<b>Property Maintenance</b> - Provide continuous maintenance and repair to all City buildings and facilities. These activities are in the following disciplines: Design/Construction, Electrical, Painting, Plumbing, Cabinetry, Carpentry, and General Maintenance.
15.00%	15.00%	<b>Administration</b> - Supervise City facility contractors to ensure contractual obligations are enforced. Provide general administrative duties to ensure overall efficient operation of City owned facilities and the preparation of annual division budget.
25.00%	25.00%	<b>General Services</b> - Perform duties such as supporting community activities, moving office furniture, and providing janitorial services for all City facilities.
100.00%	100.00%	

## FACILITIES MAINTENANCE DIVISION BUDGET SUMMARY

The Fiscal Year 2023-2024 proposed budget for Facilities Maintenance is \$ 805,315. This compares to the 2022-2023 projected expenditures of \$755,117, an increase of \$ 50,198, or 6.65%.

	FY 19/20		FY 20/21		FY 21/22		Amended FY 22/23	Projected FY 22/23	FY 23/24	
	Actual	Actual	Actual	Actual	Actual	Budget	Expenditures	Budget	Difference	
	Personal Services	\$ 279,726	\$ 290,017	\$ 267,987	\$ 262,645	\$ 255,285	\$ 301,945	\$ 46,660		
Operating Expenses	234,361	234,368	286,640	487,015	444,958	423,370	(21,588)			
Capital Outlay	54,094	74,585	8,338	55,148	54,874	80,000	25,126			
<b>Total</b>	<b>\$ 568,181</b>	<b>\$ 598,970</b>	<b>\$ 562,965</b>	<b>\$ 804,808</b>	<b>\$ 755,117</b>	<b>\$ 805,315</b>	<b>\$ 50,198</b>			

Fiscal Year 2022-2023 Proposed Budget:

Major Current Level Changes from Fiscal Year 2022-2023 Projected Expenditures	Difference
<b>1. Personal Services</b> - Increase due to having positions full all year, longevity, negotiated pay increases, and insurance costs.	\$ 46,660
<b>2. Operating Expenses</b> - Decrease due carpet replacement completed in the prior year.	\$ (21,588)
<b>3. Capital Outlay</b> - Increase due to a roof replacement and a larger vehicle replacement this year.	\$ 25,126

# CITY OF SEBASTIAN, FLORIDA 2023/2024 ANNUAL BUDGET

## PERSONAL SERVICES SCHEDULE

FACILITIES MAINTENANCE		FULL TIME EQUIVALENTS				Projected	Budget
<u>POSITION</u>	<u>PAY RANGE</u>	<u>Amended</u>				<u>Expenditure</u>	<u>Budget</u>
		<u>21/22</u>	<u>22/23</u>	<u>22/23</u>	<u>23/24</u>	<u>22/23</u>	<u>23/24</u>
Facilities Maintenance Superintendent	62,701 / 109,724	1.00	1.00	1.00	1.00	\$ 59,000	\$ 63,500
Facilities Foreman	46,779 / 81,862	1.00	1.00	1.00	1.00	45,500	54,500
Construction Specialist I	42,432 / 74,254	0.00	1.00	1.00	1.00	33,000	44,000
Maintenance Worker II	39,520 / 69,159	1.00	1.00	1.00	1.00	40,000	43,750
On-Call	\$ 1.00/hr	0.00	0.00	0.00	0.00	6,525	6,650
		3.00	4.00	4.00	4.00		
<b>TOTAL SALARIES</b>						<b>\$ 184,025</b>	<b>\$ 212,400</b>
						Overtime	4,000
						FICA Taxes	14,500
						Clothing Allowance	800
						Deferred Compensation	17,000
						Group Health Insurance Premium	28,250
						Employee Assistance Program	60
						Worker's Comp Insurance	6,650
Total Personal Services						<b>\$ 255,285</b>	<b>\$ 301,945</b>

## CAPITAL OUTLAY SCHEDULE

FACILITIES MAINTENANCE- TO BE FUNDED BY GENERAL FUND						
<u>Description</u>	<u>EXPENDITURES PER FISCAL YEAR</u>					<u>TOTAL</u>
	<u>2023/24</u>	<u>2024/25</u>	<u>2025/26</u>	<u>2026/27</u>	<u>2027/28</u>	
Work Van	\$ 63,000	-	-	-	-	\$ 63,000
Roof Replacements (Restrooms)	17,000	-	-	-	-	17,000
Roof Replacement (Art Center)	-	30,000	-	-	-	30,000
Pick-Up Truck (1/2 ton extended cab)	-	-	-	45,000	-	45,000
	<b>\$ 80,000</b>	<b>\$ 30,000</b>	<b>\$ -</b>	<b>\$ 45,000</b>	<b>\$ -</b>	<b>\$ 155,000</b>

FACILITIES MAINTENANCE- TO BE FUNDED BY DISCRETIONARY SALES TAX						
<u>Description</u>	<u>EXPENDITURES PER FISCAL YEAR</u>					<u>TOTAL</u>
	<u>2023/24</u>	<u>2024/25</u>	<u>2025/26</u>	<u>2026/27</u>	<u>2027/28</u>	
Air Conditioner Replacements	\$ 25,000	\$ 30,000	\$ 30,000	\$ 35,000	\$ 35,000	\$ 155,000
	<b>\$ 25,000</b>	<b>\$ 30,000</b>	<b>\$ 30,000</b>	<b>\$ 35,000</b>	<b>\$ 35,000</b>	<b>\$ 155,000</b>

# CITY OF SEBASTIAN, FLORIDA 2023/2024 ANNUAL BUDGET

## FACILITIES MAINTENANCE DIVISION

Code: 010056

Account Number	Description	FY 19/20 Actual	FY 20/21 Actual	FY 21/22 Actual	Amended FY 22/23 Budget	FY 22/23 Projected	Proposed FY 23/24 Budget
<b>PERSONAL SERVICES</b>							
511200	Regular Salaries	206,507	214,835	201,182	183,466	184,025	212,400
511400	Overtime	3,441	3,668	2,515	4,000	4,000	4,000
512100	FICA Taxes	15,899	16,464	15,519	14,378	14,500	16,616
512215	Clothing Allowance	360	360	360	480	800	800
512225	Deferred Compensation	18,910	19,689	18,347	16,900	17,000	19,548
512301	Group Health Insurance Premium	28,528	27,685	23,260	35,967	28,250	40,883
512309	Employee Assistance Program	63	63	55	63	60	63
512400	Worker's Comp Insurance	6,017	7,252	6,749	7,391	6,650	7,635
<b>TOTAL PERSONAL SERVICES</b>		<b>279,726</b>	<b>290,017</b>	<b>267,987</b>	<b>262,645</b>	<b>255,285</b>	<b>301,945</b>
<b>OPERATING EXPENDITURES</b>							
533400	Other Contractual Services	14,803	27,882	38,928	47,247	47,247	57,900
533415	Janitorial Services	98,386	100,492	113,879	148,716	148,716	149,505
533420	Pest/Weed Control	3,096	3,192	5,070	4,352	4,300	5,610
534000	Travel and Per Diem	0	0	6	0	0	0
534105	Cellular Telephone	1,657	1,554	1,344	1,560	1,330	1,440
534310	Electric	0	0	0	76,000	33,315	39,600
534320	Water/Sewer	0	0	0	4,000	2,860	3,180
534400	Rents and Leases	3,000	6,000	6,000	62,860	62,860	62,860
534420	Equipment Leases	3,055	783	775	1,295	750	260
534610	R & M - Buildings	81,923	57,430	74,025	93,965	93,965	51,300
534620	R & M-Vehicles	1,614	4,535	6,161	3,500	3,500	2,500
534625	R & M - Lighting	2,325	1,290	3,249	3,500	3,500	3,000
534630	R & M - Office Equipment	21	721	890	1,020	115	120
534640	R & M-Operating Equipment	263	4,023	2,892	5,100	5,100	3,200
535200	Departmental Supplies	3,081	3,511	4,858	4,000	5,000	6,000
535210	Computer Supplies	46	105	385	500	500	300
535220	Cleaning Supplies	12,626	12,247	15,545	18,000	18,000	20,000
535230	Small Tools and Equipment	2,001	2,370	1,660	1,500	2,000	4,000
535260	Gas and Oil	5,082	6,471	9,587	7,000	9,000	9,000
535270	Uniforms and Shoes	860	941	1,109	1,400	1,400	1,695
535275	Safety Equipment	196	221	262	300	300	300
535410	Memberships & Dues	185	220	15	0	0	0
535450	Training and Education	140	379	0	1,200	1,200	1,600
<b>TOTAL OPERATING EXPENDITURES</b>		<b>234,361</b>	<b>234,368</b>	<b>286,640</b>	<b>487,015</b>	<b>444,958</b>	<b>423,370</b>
<b>CAPITAL OUTLAY</b>							
606200	Buildings	0	0	0	0	0	17,000
606400	Vehicles and Equipment	54,094	74,585	8,338	55,148	54,874	63,000
<b>TOTAL CAPITAL OUTLAY</b>		<b>54,094</b>	<b>74,585</b>	<b>8,338</b>	<b>55,148</b>	<b>54,874</b>	<b>80,000</b>
<b>TOTAL FACILITIES MAINTENANCE</b>		<b>568,181</b>	<b>598,970</b>	<b>562,965</b>	<b>804,808</b>	<b>755,117</b>	<b>805,315</b>

# CITY OF SEBASTIAN, FLORIDA 2023/2024 ANNUAL BUDGET

## LEISURE SERVICES DEPARTMENT

The Leisure Services Department is responsible for all maintenance and upkeep of the City parks and landscaped areas of City properties. Responsibilities include landscaping, sports turf management, trash removal, planting & removal of trees, shrubs, and annuals at seventeen (17) parks, grounds of four (4) City Buildings, two (2) boat ramps, Indian River Drive walkway and four (4) piers. Provides irrigation maintenance on all city properties, daily maintenance of five (5) baseball/softball fields, three (3) football/soccer fields, ten (10) tennis courts including four (4) clay courts, eight (8) pickle ball courts, four (4) basketball courts, Dog Park, Splash Pad, medians on US 1 and Schumann Drive, and all of the Sebastian Blvd. intersections within City limits. The department also provides; aerobics, exercise, dance, Yoga, Tai Chi, baby bees and karate programs at the Community Center. Operates the Skate Park and Clay Tennis Courts at Friendship Park and coordinates the annual Easter Egg Hunt and Halloween Special Events. The Department also reserves the Yacht Club and Community Center facilities, along with Riverview Park and various pavilions for events and meetings. Leisure Services is also responsible for fulfilling City-sponsored special event requirements and to provide the necessary manpower to ensure these events are successful while maintaining the health of Riverview Park.

## FISCAL YEAR 2023 ACCOMPLISHMENTS

- ✓ Installation of a new playground and ADA accessibility pathway at Easy Street Park
- ✓ Installation of 6 cameras throughout our Parks
- ✓ Completed the installation of an ADA accessibility pathway at George Street Playground
- ✓ Installed new parking lot fencing at Filbert Street and Hardee Parks
- ✓ Yacht Club Interior Renovation
- ✓ Converted Community Center lighting to LED
- ✓ Installation of new football goal posts at Barber Street Sports Complex

## FISCAL YEAR 2024 GOALS AND OBJECTIVES

- Provide quality support to all City sponsored special events at Riverview Park
- Focus on park improvements within neighborhood parks identified by the P & R Advisory Committee
- Construction of a Swing/Bench Park near Main Street Boat Ramp
- Landscaping improvements at the Veteran's Memorial
- Complete Friendship Park Baseball Field Improvements
- Replacement and improvement of the Creative Playground
- Begin the design and implementation of Riverview Park Master Plan park upgrades
- Complete interior facility upgrades to the Senior Center

# CITY OF SEBASTIAN, FLORIDA 2023/2024 ANNUAL BUDGET

## PERFORMANCE MEASURES

Performance Indicators	Actual 2019/2020	Actual 2020/2021	Actual 2021/2022	Projected 2022/2023	Projected 2023/2024
Neighborhood Parks	42.26 Acres	42.26 Acres	42.26 Acres	42.26 Acres	42.26 Acres
Community Parks	62.88 Acres	62.88 Acres	62.88 Acres	65.88 Acres	65.88 Acres
Barber Street Sports Complex	22.54 Acres	22.54 Acres	22.54 Acres	22.54 Acres	22.54 Acres
Special Facilities	7.17 Acres	7.17 Acres	7.17 Acres	7.17 Acres	7.17 Acres
Nature Preserve Areas	244.24 Acres	244.24 Acres	244.24 Acres	244.24 Acres	244.24 Acres
City Grounds	8 Acres	8 Acres	8 Acres	8 Acres	8 Acres
Medians and Walkways	5 Miles	5 Miles	5 Miles	5 Miles	5 Miles

## LEISURE SERVICES DEPARTMENT PROGRAM BUDGET DESCRIPTION

<i>STAFFING</i>		<i>NATURE OF ACTIVITY</i>
<i>22/23</i>	<i>23/24</i>	
40.00%	40.00%	<b>Parks</b> - Mow, weed, and edge 165 acres of park land and 18 park locations. Remove trash at all parks to maintain maximum cleanliness.
4.00%	4.00%	<b>Active Recreation</b> - Provide aerobics, exercise, dance, Yoga, Tai Chi, baby bees, and karate programs at the Community Center.
15.00%	15.00%	<b>Recreation</b> - Fulfill City-sponsored event requirements and provide the necessary manpower for these. Ensure Riverview Park and/or Riverfront are prepared in a timely manner, per event demands, and insure all efforts are made to maintain the health of Riverview Park.
5.00%	5.00%	<b>Playgrounds</b> - Repair and maintain equipment at all City owned playground areas.
15.00%	15.00%	<b>Ballfields</b> - Fertilization and pest control, drag, rake, mow, remove trash, and maintain facilities at 8 athletic fields to maintain a safe area of play within the 22 acre Sports Complex.
15.00%	15.00%	<b>Landscaping</b> - Trimming, removal and replacement of trees, plants, mulch, and sod on all City properties.
6.00%	6.00%	<b>Structural Repairs and Irrigation</b> - Maintain, repair and/or replace buildings, structures and irrigation systems.
100.00%	100.00%	

# CITY OF SEBASTIAN, FLORIDA 2023/2024 ANNUAL BUDGET

## LEISURE SERVICES DEPARTMENT BUDGET SUMMARY

The Fiscal Year 2023-2024 proposed budget for Leisure Services is \$ 1,421,860. This compares to the 2022-2023 projected expenditures of \$1,306,227, an increase of \$ 115,633 or 8.85%.

	FY 19/20	FY 20/21	FY 21/22	Amended FY 22/23	Projected FY 22/23	FY 23/24	Difference
	Actual	Actual	Actual	Budget	Expenditures	Budget	
Personal Services	\$ 736,297	\$ 732,945	\$ 769,163	\$ 959,311	\$ 872,915	\$ 1,058,650	\$ 185,735
Operating Expenses	218,871	253,790	287,401	302,190	293,942	325,210	31,268
Capital Outlay	154,854	49,059	36,329	145,870	139,370	38,000	(101,370)
<b>Total</b>	<b>\$ 1,110,021</b>	<b>\$ 1,035,794</b>	<b>\$ 1,092,893</b>	<b>\$ 1,407,371</b>	<b>\$ 1,306,227</b>	<b>\$ 1,421,860</b>	<b>\$ 115,633</b>

Fiscal Year 2023-2024 Proposed Budget:

Major Current Level Changes from Fiscal Year 2022-2023 Projected Expenditures

	Difference
<b>1. Personal Services</b> - Increase due to having positions full all year, negotiated salary increases, and insurance costs.	\$ 185,735
<b>2. Operating Expenses</b> - Increase due primarily to utility cost increases and anticipated repairs.	\$ 31,268
<b>3. Capital Outlay</b> - Decrease due to fewer large pieces of equipment requested this year.	\$ (101,370)

## PERSONAL SERVICES SCHEDULE

### LEISURE SERVICES DEPARTMENT

POSITION	PAY RANGE	FULL TIME EQUIVALENTS				Projected	Budget
		Amended				Expenditure	
		21/22	22/23	22/23	23/24	22/23	23/24
Leisure Services Director	92,637 / 162,112	1.00	1.00	1.00	1.00	\$ 96,300	\$ 100,000
Parks Superintendent	62,701 / 109,724	1.00	1.00	1.00	1.00	\$ 54,500	\$ 64,250
Parks Foreman	46,779 / 81,862	0.00	0.00	0.00	1.00	61,500	47,000
Recreation Supervisor	44,554 / 77,967	1.00	1.00	1.00	1.00	61,500	64,250
Special Events Coordinator/Maint Worker III	44,554 / 77,967	1.00	1.00	1.00	1.00	52,500	58,750
Maintenance Worker II	39,520 / 69,159	4.00	4.00	4.00	3.00	113,500	79,500
Maintenance Worker I	35,360 / 61,879	5.00	5.00	5.00	5.00	153,500	212,750
Administrative Assistant	37,440 / 65,519	0.00	1.00	1.00	1.00	34,500	39,500
Clerical Assistant I	31,678 / 55,436	1.00	0.00	0.00	0.00	-	-
Tennis Court Attendants (P/T)	\$ 13.51/hr - \$ 23.64/hr	2.00	2.00	2.00	2.00	55,750	64,250
		16.00	16.00	16.00	16.00		
		<b>TOTAL SALARIES</b>				\$ 683,550	\$ 730,250
		Overtime				30,000	30,000
		FICA Taxes				50,025	58,345
		Clothing Allowance				1,910	2,400
		Deferred Compensation				54,000	63,342
		Group Health Insurance Premium				92,000	147,937
		Employee Assistance Program				180	222
		Worker's Comp Insurance				22,750	26,154
		<b>Total Personal Services</b>				<b>\$ 934,415</b>	<b>\$ 1,058,650</b>

# CITY OF SEBASTIAN, FLORIDA 2023/2024 ANNUAL BUDGET

## CAPITAL OUTLAY SCHEDULE

### LEISURE SERVICES DEPARTMENT - TO BE FUNDED BY GENERAL FUND

<u>Description</u>	<u>EXPENDITURES PER FISCAL YEAR</u>					
	<u>2023/24</u>	<u>2024/25</u>	<u>2025/26</u>	<u>2026/27</u>	<u>2027/28</u>	<u>TOTAL</u>
Zero Turn Mower	\$ 11,000	\$ -	\$ -	\$ -	\$ -	\$ 11,000
Enclosed Trailer	12,000	12,000	-	-	-	24,000
Shed	15,000	-	-	-	-	15,000
Pick-Up Truck (1/2 ton extended cab)	-	40,000	-	-	-	40,000
(2) Zero Turn Mowers	-	-	-	28,000	-	28,000
Bush Hog Mower	-	-	-	-	22,000	22,000
	<u>\$ 38,000</u>	<u>\$ 52,000</u>	<u>\$ -</u>	<u>\$ 28,000</u>	<u>\$ 22,000</u>	<u>\$ 140,000</u>

### LEISURE SERVICES DEPARTMENT - TO BE FUNDED BY RECREATION IMPACT FEES

<u>Description</u>	<u>EXPENDITURES PER FISCAL YEAR</u>					
	<u>2023/24</u>	<u>2024/25</u>	<u>2025/26</u>	<u>2026/27</u>	<u>2027/28</u>	<u>TOTAL</u>
Playground Improvements	\$ 350,000	\$ 60,000	\$ 120,000	\$ 120,000	\$ 80,000	\$ 730,000
Park Improvements	20,000	20,000	20,000	20,000	20,000	100,000
	-	-	-	-	-	-
	<u>\$ 370,000</u>	<u>\$ 80,000</u>	<u>\$ 140,000</u>	<u>\$ 140,000</u>	<u>\$ 100,000</u>	<u>\$ 830,000</u>

### LEISURE SERVICES DEPARTMENT - TO BE FUNDED BY DISCRETIONARY SALES TAX

<u>Description</u>	<u>2023/24</u>	<u>2024/25</u>	<u>2025/26</u>	<u>2026/27</u>	<u>2027/28</u>	<u>TOTAL</u>
Friendship Park Baseball Field Improvements	\$ 25,000	\$ -	\$ -	\$ -	\$ -	\$ 25,000
Splash Pad Replacement	-	1,000,000	-	-	-	1,000,000
	<u>\$ 25,000</u>	<u>\$ 1,000,000</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 1,025,000</u>

# CITY OF SEBASTIAN, FLORIDA 2023/2024 ANNUAL BUDGET

## LEISURE SERVICES DEPARTMENT

Code: 010057

Account Number	Description	FY 19/20 Actual	FY 20/21 Actual	FY 21/22 Actual	Amended FY 22/23 Budget	FY 22/23 Projected	Proposed FY 23/24 Budget
<b>PERSONAL SERVICES</b>							
511200	Regular Salaries	512,652	507,468	541,486	662,680	622,050	730,250
511300	Temporary Salaries	115	0	0	0	0	0
511400	Overtime	15,473	16,163	20,323	20,000	30,000	30,000
512100	FICA Taxes	39,773	38,501	41,947	52,337	50,025	58,345
512215	Clothing Allowance	1,300	1,310	1,410	1,440	1,910	2,400
512225	Deferred Compensation	42,532	42,796	45,458	57,026	54,000	63,342
512301	Group Health Insurance Premium	103,513	103,215	95,521	140,116	92,000	147,937
512309	Employee Assistance Program	181	194	184	222	180	222
512400	Worker's Comp Insurance	20,758	23,298	22,833	25,490	22,750	26,154
<b>TOTAL PERSONAL SERVICES</b>		<b>736,297</b>	<b>732,945</b>	<b>769,163</b>	<b>959,311</b>	<b>872,915</b>	<b>1,058,650</b>
<b>OPERATING EXPENDITURES</b>							
533400	Other Contractual Services	2,196	2,550	932	2,500	1,200	2,500
533420	Pest Control	4,481	7,048	7,861	8,000	8,000	9,000
534000	Travel and Per Diem	230	736	2,099	3,500	3,000	3,500
534101	Telephone	1,167	0	0	0	0	0
534105	Cellular Telephone	1,389	1,229	1,704	1,935	1,932	1,995
534110	Internet Services	1,577	1,311	1,355	3,840	3,400	4,680
534120	Postage	126	24	65	100	150	200
534310	Electric	66,532	68,231	75,559	91,800	84,475	88,000
534320	Water/Sewer	18,881	18,997	17,683	18,180	18,535	20,400
534380	Trash Pickup/Hauling	614	0	0	0	200	300
534400	Rents and Leases	6,795	6,795	6,795	6,795	6,795	6,795
534420	Equipment Leases	1,394	2,276	1,519	2,450	2,000	2,430
534610	R & M - Buildings	0	7,000	10,853	9,100	9,100	11,250
534615	R & M - Docks & Piers	4,979	8,389	833	2,000	2,000	2,000
534620	R & M - Vehicles	5,310	6,758	4,056	5,000	6,500	5,000
534630	R & M - Office Equipment	383	427	571	960	1,475	2,100
534640	R & M - Operating Equipment	15,079	21,898	38,460	18,000	18,000	18,000
534680	R & M - Irrigation Systems	6,350	7,961	6,950	8,500	8,500	8,500
534681	R & M - Fencing	0	0	3,033	7,000	7,000	8,000
534685	R & M - Grounds Maintenance	16,631	17,493	15,563	23,000	23,000	36,000
534686	R & M - Parks Facilities	18,202	23,525	26,705	25,000	25,000	25,000
534830	Special Event Expense	2,649	4,050	4,276	4,500	4,500	4,500
535200	Departmental Supplies	5,714	4,708	6,283	4,500	4,000	3,460
535210	Computer Supplies	554	465	171	500	650	1,000
535215	Senior Center Expenses	0	0	0	3,000	2,000	3,000
535221	Fertilizer/Chemical Supplies	8,915	9,083	7,173	10,000	10,000	12,000
535230	Small Tools and Equipment	4,931	4,793	3,003	5,030	5,030	5,500
535260	Gas and Oil	15,808	21,342	31,517	22,000	25,000	25,000
535270	Uniforms and Shoes	3,002	2,718	2,893	3,500	2,000	3,500
535275	Safety Equipment	686	1,740	2,233	3,000	2,500	3,000
535410	Dues and Memberships	1,183	1,214	3,172	3,900	3,900	4,000
535420	Books and Publications	83	0	83	100	100	100
535450	Training and Education	3,026	1,028	4,004	4,500	4,000	4,500
<b>TOTAL OPERATING EXPENDITURES</b>		<b>218,871</b>	<b>253,790</b>	<b>287,401</b>	<b>302,190</b>	<b>293,942</b>	<b>325,210</b>
<b>CAPITAL OUTLAY</b>							
606200	Buildings	6,661	0	0	35,500	30,500	15,000
606300	Improvements Other Than Bldgs	28,388	0	10,090	8,500	7,000	0
606400	Vehicles and Equipment	119,805	49,059	26,240	101,870	101,870	23,000
<b>TOTAL CAPITAL OUTLAY</b>		<b>154,854</b>	<b>49,059</b>	<b>36,329</b>	<b>145,870</b>	<b>139,370</b>	<b>38,000</b>
<b>TOTAL PARKS &amp; RECREATION DIVISION</b>		<b>1,110,021</b>	<b>1,035,794</b>	<b>1,092,893</b>	<b>1,407,371</b>	<b>1,306,227</b>	<b>1,421,860</b>

# CITY OF SEBASTIAN, FLORIDA 2023/2024 ANNUAL BUDGET

## CEMETERY DIVISION

The Cemetery Division is responsible for the maintenance, upkeep, and beautification of the Sebastian Cemetery that encompasses 13.62 acres of grass, trees, and hedges that are under a perpetual care clause purchased along with burial spaces by Sebastian residents. The staff is responsible for the location of burial sites for sales, internment, assistance in locating burial spaces of family members, friends, and staff from funeral homes and monument companies. Responsibilities also include record administration and adhering to ordinances, rules and regulations.

### FISCAL YEAR 2023 ACCOMPLISHMENTS

- ✓ Continued improvement of the Cemetery grounds
- ✓ Raised and leveled head stones in Unit 2
- ✓ Replaced fencing on the Northeast and Southern areas of the Cemetery
- ✓ Continuous maintenance on the irrigation system
- ✓ Cemetery interior office improvements completed

### FISCAL YEAR 2024 GOALS AND OBJECTIVES

- Continue to develop Unit 5 grave surveys
- Upgrade irrigation pump and well
- Contract with a vendor to complete the process of raising and leveling the head stones throughout the cemetery
- Continue to improve the condition of the cemetery grounds

### PERFORMANCE MEASURES

Performance Indicators	Actual 2019/2020	Actual 2020/2021	Actual 2021/2022	Projected 2022/2023	Projected 2023/2024
Cremains, including niches	39	52	56	32	40
Burials	36	39	41	30	35
Acres of property maintained	12.06	13.62	13.62	13.62	13.62
Operating cost per acre maintained	\$14,738	\$13,142	\$10,398	\$12,612	\$13,978

### CEMETERY DIVISION PROGRAM BUDGET DESCRIPTION

STAFFING		NATURE OF ACTIVITY
22/23	23/24	
70.00%	70.00%	<b>Cemetery Grounds Maintenance</b> - Maintain 13.62 acres of grounds through improved scheduling of mowing, trimming, and general cleanup. Removal and trimming of unsightly trees to enhance appearance and increase safety. Continue to apply chemicals and fertilizer to improve the overall appearance of the Cemetery. Perform beautification projects such as planting trees and bushes to enhance appearance.
10.00%	10.00%	<b>Public Relations</b> - Assist with sales and locations of burial spaces and assist citizens and visitors in locating burial spaces of family members and friends.
10.00%	10.00%	<b>Administration</b> - Assist in record keeping, bill processing, sales and products.
10.00%	10.00%	<b>Burials</b> - Markings for gravediggers, policing area for ants, checking flowers, and parking cars.
100.00%	100.00%	

# CITY OF SEBASTIAN, FLORIDA 2023/2024 ANNUAL BUDGET

## CEMETERY DIVISION BUDGET SUMMARY

The Fiscal Year 2023-2024 proposed budget for the Cemetery is \$ 190,375. This compares to the 2022-2023 projected expenditures of \$ 171,777, an increase of \$ 18,598, or 10.80%.

	FY 19/20	FY 20/21	FY 21/22	Amended FY 22/23	Projected FY 22/23	FY 23/24	Difference
	Actual	Actual	Actual	Budget	Expenditures	Budget	
Personal Services	\$ 151,633	\$ 149,171	\$ 112,041	\$ 124,703	\$ 132,282	\$ 145,315	\$ 13,033
Operating Expenses	26,103	29,829	28,771	39,620	39,495	45,060	5,565
Capital Outlay	-	-	806	-	-	-	-
<b>Total</b>	<b>\$ 177,736</b>	<b>\$ 179,000</b>	<b>\$ 141,618</b>	<b>\$ 164,323</b>	<b>\$ 171,777</b>	<b>\$ 190,375</b>	<b>\$ 18,598</b>

Fiscal Year 2023-24 Proposed Budget:

Major Current Level Changes from Fiscal Year 2022-23 Projected Expenditures

	Difference
1. <b>Personal Services</b> - Increase due to negotiated pay increases and insurance costs.	\$ 13,033
2. <b>Operating Expenses</b> - Increase due primarily to anticipated repair costs and replacement of small maintenance equipment.	\$ 5,565
3. <b>Capital Outlay</b> - No change.	\$ -

## PERSONAL SERVICES SCHEDULE

### CEMETERY DIVISION

POSITION	PAY RANGE	FULL TIME EQUIVALENTS				Projected Expenditure	Budget
		21/22	22/23	22/23	23/24	22/23	23/24
Cemetery Supervisor/Sexton	46,779 / 81,862	1.00	1.00	1.00	1.00	\$ 44,750	\$ 48,750
Assistant Cemetery Sexton	39,520 / 69159	1.00	1.00	1.00	1.00	39,250	42,750
On-Call	\$ 1.00/hr	0.00	0.00	0.00	0.00	2,500	2,500
		2.00	2.00	2.00	2.00		
<b>TOTAL SALARIES</b>						<b>\$ 86,500</b>	<b>\$ 94,000</b>
Overtime						5,000	5,000
FICA Taxes						7,050	7,605
Clothing Allowance						400	400
Deferred Compensation						8,275	8,946
Group Health Insurance Premium						20,025	22,709
Employee Assistance Program						32	32
Worker's Comp Insurance						5,000	6,623
<b>Total Personal Services</b>						<b>\$ 132,282</b>	<b>\$ 145,315</b>

## CAPITAL OUTLAY SCHEDULE

### CEMETERY DIVISION - TO BE FUNDED BY CEMETERY TRUST FUND

Description	EXPENDITURES PER FISCAL YEAR					TOTAL
	2023/24	2024/25	2025/26	2026/27	2027/28	
Grounds Maintenance	\$ 165,000	\$ -	\$ -	\$ -	\$ -	165,000
Zero Turn Mower	14,000	-	-	-	16,000	30,000
Irrigation Pump and Well	10,000	-	-	40,000	-	50,000
Columbarium Niches	-	95,000	-	-	-	95,000
Pick-Up Truck (1/2 ton extended cab)	-	-	-	40,000	-	40,000
Dump Trailer	-	-	-	13,000	-	13,000
	<b>\$ 189,000</b>	<b>\$ 95,000</b>	<b>\$ -</b>	<b>\$ 93,000</b>	<b>\$ 16,000</b>	<b>\$ 393,000</b>

# CITY OF SEBASTIAN, FLORIDA 2023/2024 ANNUAL BUDGET

## CEMETERY DIVISION

Code: 010059

Account <u>Number</u>	<u>Description</u>	FY 19/20 <u>Actual</u>	FY 20/21 <u>Actual</u>	FY 21/22 <u>Actual</u>	Amended FY 22/23 <u>Budget</u>	FY 22/23 <u>Projected</u>	Proposed FY 23/24 <u>Budget</u>
<b>PERSONAL SERVICES</b>							
511200	Regular Salaries	104,959	107,600	71,259	80,250	86,500	94,000
511400	Overtime	2,177	2,868	4,412	4,000	5,000	5,000
512100	FICA Taxes	7,924	8,378	5,573	6,465	7,050	7,605
512215	Clothing Allowance	240	240	240	240	400	400
512225	Deferred Compensation	9,664	9,964	6,832	7,604	8,275	8,946
512301	Group Health Insurance Premium	20,316	13,602	18,917	20,053	20,025	22,709
512309	Employee Assistance Program	32	28	32	32	32	32
512400	Worker's Comp Insurance	6,323	6,492	4,777	6,059	5,000	6,623
<b>TOTAL PERSONAL SERVICES</b>		<b>151,633</b>	<b>149,171</b>	<b>112,041</b>	<b>124,703</b>	<b>132,282</b>	<b>145,315</b>
<b>OPERATING EXPENDITURES</b>							
533400	Other Contractual Services	1,245	0	0	0	0	0
533420	Pest Control	0	0	0	4,500	5,000	6,000
534101	Telephone	1,469	1,501	586	0	0	0
534105	Cellular Telephones	50	53	42	60	45	60
534110	Internet Access	863	914	1,103	1,140	1,150	1,200
534310	Electric	4,004	4,078	6,060	5,400	6,000	6,600
534610	R & M - Buildings	29	214	1,097	1,500	1,500	2,000
534620	R & M-Vehicles	452	1,199	98	600	600	1,000
534640	R & M-Operating Equipment	3,136	4,137	1,936	3,000	2,000	2,500
534680	R & M - Irrigation Systems	0	0	0	3,000	3,000	4,000
534685	R & M - Grounds Maintenance	4,383	3,128	2,920	4,000	3,500	4,000
535200	Departmental Supplies	4,888	9,525	8,137	7,500	7,500	7,600
535210	Computer Supplies	319	152	0	300	300	300
535220	Cleaning Supplies	17	0	0	250	250	250
535221	Fertilizer/Chemical Supplies	0	0	0	3,000	3,000	3,000
535230	Small Tools and Equipment	1,882	1,473	826	1,200	1,200	1,950
535260	Gas and Oil	2,252	2,775	5,145	3,000	3,500	3,500
535270	Uniforms and Shoes	603	565	667	670	500	400
535275	Safety Equipment	510	17	155	300	300	300
535410	Memberships & Dues	0	99	0	0	0	0
535450	Training and Education	0	0	0	200	150	400
<b>TOTAL OPERATING EXPENDITURES</b>		<b>26,103</b>	<b>29,829</b>	<b>28,771</b>	<b>39,620</b>	<b>39,495</b>	<b>45,060</b>
<b>CAPITAL OUTLAY</b>							
606400	Vehicles and Equipment	0	0	806	0	0	0
<b>TOTAL CAPITAL OUTLAY</b>		<b>0</b>	<b>0</b>	<b>806</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>TOTAL CEMETERY DIVISION</b>		<b>177,736</b>	<b>179,000</b>	<b>141,618</b>	<b>164,323</b>	<b>171,777</b>	<b>190,375</b>

# CITY OF SEBASTIAN, FLORIDA 2023/2024 ANNUAL BUDGET

## COMMUNITY DEVELOPMENT DEPARTMENT

The Community Development Department provides constructive planning to facilitate quality development. The department provides professional guidance to the City Council, the City Manager, the Planning and Zoning Commission, as well as various boards and committees relating to planning and growth management. The Department also provides and is a resource to the public and all city departments for comprehensive planning, community development, redevelopment and code compliance activities. The Department has expanded to manage Planning and Zoning, Environmental Permitting, and Grants Coordination.

## FISCAL YEAR 2023 ACCOMPLISHMENTS

- ✓ Initiated update to LDC in accordance with Comp Plan 2040
- ✓ Continue CRA Sign Master Plan implementation
- ✓ Continue Green Infrastructure Plan
- ✓ Initiated CRA Master Plan projects including Harrison Street
- ✓ Initiated CDBG Funding Year 3 in accordance with the 5 year Consolidated Plan
- ✓ Continued administration of CDBG grant
- ✓ Initiated expansion and funding alternatives for Working Waterfront
- ✓ Continued management of Planning and Zoning Board and Natural Resources Board
- ✓ Continued support of the City Council, Community Redevelopment Agency Board and Board of Adjustment
- ✓ CDBG grant award to six single family LMI households
- ✓ Executed Earth Day and Arbor Day celebration with the NRB
- ✓ Implemented FDOT US 1 Corridor Improvement Plan design and safety improvements
- ✓ Continued management of various grants/programs including stormwater fee credit, vacation rental, and septic to sewer
- ✓ Maintain CDD and NRB websites.
- ✓ Initiated GIS Map Updates resulting from annexations and Comp Plan adoption
- ✓ Submitted FLUM, Zoning, and City Boundary files to government agencies.
- ✓ Completed Stormwater Credit Program 3 year renewal process; inspected stormwater systems for maintenance and proper functionality
- ✓ Continue to provide permitting and site plan assistance and approvals
- ✓ Completed the Community Rating System (CRS) Annual Recertification which included maintenance of the city's Flooding and Hurricane Preparedness Website, Public Information Outreach, and collection of data from various departments within the City.
- ✓ Update CRA Master Plan and Overlay Design
- ✓ Complete Water Use Plan for Comprehensive Plan
- ✓ Dispose of two public properties: Old PW compound and Harbor Lights Hotel

# CITY OF SEBASTIAN, FLORIDA 2023/2024 ANNUAL BUDGET

## FISCAL YEAR 2024 GOALS AND OBJECTIVES

- Complete Green Infrastructure Plan
- Continue review of Stormwater Master Plan process for incorporation of GI/LID BMP's and regulatory Stormwater SOP's, ensuring NPDES, CRS and BMAP requirements are addressed.
- Continue update to LDC in accordance with Comp Plan 2040
- Complete CRA Sign Master Plan implementation
- Continue CRA Master Plan projects including Harrison Street
- Complete CDBG Funding Years 1- 4 in accordance with the 5 year Consolidated Plan
- Continue management of Planning and Zoning Board and Natural Resources Board
- Continue support of the City Council, Community Redevelopment Agency Board and Board of Adjustment
- Initiate MGOV online permit/site plan program
- Continue to provide permitting and site plan assistance and approvals
- Continue expansion improvements and secure funding for Working Waterfront
- Initiate restoration of Working Waterfront facilities
- Continue management of various grants/programs including stormwater fee credit, vacation rental, and septic to sewer
- Continue administration of Sustainable Sebastian projects and outreach
- Continue administration of IPM Stormwater Plan and Park Plan
- Initiate Stonecrop FEMA Grant Phase II
- Maintain CDD and NRB websites.
- Initiate FIND grants infrastructure improvements at waterfront
- Complete Coastal Resiliency Plan update

# CITY OF SEBASTIAN, FLORIDA 2023/2024 ANNUAL BUDGET

## PERFORMANCE MEASURES

Performance Indicators	Actual 2019/2020	Actual 2020/2021	Actual 2021/2022	Projected 2022/2023	Projected 2023/2024
Total Major & Minor Site Plan Reviews	17	21	22	30	25
Total Major & Minor Site Plan Approvals	6	7	2	10	5
Preliminary/Final Plat Approvals	1	2	2	4	2
Total Temporary Permits Issued	29	25	30	40	40
Division of a Single Lot/Release of Unity of Titles	17	19	12	30	15
Unity of Titles	36	24	12	30	15
Land Use and Zoning Change Requests	1	6	12	8	15
Annexation Requests/Approvals	0	4	4	5	5
Flood Zone Determinations/MT-1 Applications	78	261	417	300	300
Commercial Site Plan Inspections	29	23	35	25	25
Land Development Code Amendments	1	3	7	10	10
Conditional Use/Special Use/Accessory Structure Approvals	3	5	8	8	6
Easements/Acquisitions	1	1	2	2	2
Variances/Appeals/Waivers	5	8	3	5	4
Comp Plan/Element Changes	8	1	1	0	3
Stormwater Credit Program	44	44	45	50	50
Building Permits Zoning Reviews - Residential	193	1,131	993	1,200	1,000
Building Permits Zoning Inspections - Environmental	597	743	840	800	800
Façade, Sign, and Landscape Grant	1	1	1	1	1
Septic to Sewer Grant	13	3	2	3	0
Zoning Requests Processed	45	56	51	60	60

## PROGRAM BUDGET DESCRIPTION FOR COMMUNITY DEVELOPMENT

STAFFING		NATURE OF ACTIVITY
22/23	23/24	
20.00%	20.00%	<b>Public Assistance</b> - Provide planning, zoning and other regulatory information to the public and other departments to assure that development is of the highest quality and that all development proposals are consistent with City regulations. Provide public information to websites and updates to online forms.
30.00%	30.00%	<b>Land Development Code</b> - Work with site development to provide technical review of proposed design in accordance with City regulations. Coordinate review comments and permitting requirements from outside agencies, public input, and direction from the Planning and Zoning Commission and City Council. Provide Environmental reviews for site development requests. Work with special committees and taskforce groups that may be required from time to time. Implement policy issues that Council has recommended or mandated.
15.00%	15.00%	<b>Comprehensive Planning</b> - Manage, interpret, evaluate, update, and implement the Comprehensive Plan and other land use, development and preservation plans for the City. Provide project management of CIP projects and long range planning projects including annexations and intergovernmental priorities. Provide direction and guidance for projects that have an economic development impact. Maintain position on various committees and Boards such as the MPO. Provide presentations to various interest groups regarding economic development and long range plans .
15.00%	15.00%	<b>Community Redevelopment</b> - Implementation of stated goals within the Community Redevelopment Master Plan and consistent with objectives outlined by the City Council. Update and implementation to the CRA master plan including economic development goals and opportunities.
20.00%	20.00%	<b>General Administrative</b> - Research various miscellaneous topics and gather information for other agencies and/or other departments, including staff support to the City Council, CRA Board, Planning and Zoning Commission and Natural Resource Board.
100.00%	100.00%	

# CITY OF SEBASTIAN, FLORIDA 2023/2024 ANNUAL BUDGET

## COMMUNITY DEVELOPMENT BUDGET SUMMARY

The Fiscal Year 2023-2024 proposed budget for Community Development is \$ 803,365. This compares to the 2022-2023 projected expenditures of \$ 574,673, an increase of \$ 228,692, or 39.80%.

	FY 19/20	FY 20/21	FY 21/22	Amended	Projected		Difference
	Actual	Actual	Actual	FY 22/23 Budget	FY 22/23 Expenditures	FY 23/24 Budget	
Personal Services	\$ 392,517	\$ 416,308	\$ 403,613	\$ 581,168	\$ 483,655	\$ 622,405	\$ 138,750
Operating Expenses	132,124	61,420	71,077	120,290	76,018	92,460	16,442
Capital Outlay	14,650	-	-	15,000	15,000	88,500	73,500
<b>Total</b>	<b>\$ 539,290</b>	<b>\$ 477,728</b>	<b>\$ 474,690</b>	<b>\$ 716,458</b>	<b>\$ 574,673</b>	<b>\$ 803,365</b>	<b>\$ 228,692</b>

Fiscal Year 2023-24 Proposed Budget:

Major Current Level Changes from Fiscal Year 2022-23 Projected Expenditures:

	Difference
1. <b>Personal Services</b> - Increase due to having positions full all year, negotiated pay increases, and insurance costs.	\$ 138,750
2. <b>Operating Expenses</b> - Increase due primarily to new permitting software, additional travel and training, and Sustainable Sebastian funding.	\$ 16,442
3. <b>Capital Outlay</b> - Increase due to office improvements requested this year.	\$ 73,500

## PERSONAL SERVICES SCHEDULE

### COMMUNITY DEVELOPMENT

<u>POSITION</u>	<u>PAY RANGE</u>	<u>Amended</u>				<u>Projected</u>	
		<u>21/22</u>	<u>22/23</u>	<u>22/23</u>	<u>23/24</u>	<u>Expenditure 22/23</u>	<u>Budget 23/24</u>
Community Development Director/CRA Manager	92,637 / 162,112	1.00	1.00	1.00	1.00	\$ 103,500	\$ 108,750
Community Development Manager	69,127 / 120,971	1.00	1.00	1.00	1.00	88,250	92,500
Senior Planner	62,701 / 109,724	0.00	1.00	1.00	1.00	40,825	66,000
Planner	54,163 / 94,784	1.00	1.00	1.00	1.00	29,000	54,250
GIS Technician	49,130 / 85,975	0.00	1.00	1.00	1.00	30,500	49,250
Environmental Technician	46,779 / 81,862	1.00	1.00	1.00	1.00	38,000	46,750
Administrative/Zoning Technician	39,520 / 69,159	0.00	1.00	1.00	1.00	39,500	43,000
Associate Planner	51,584 / 90,270	1.00	0.00	0.00	0.00	-	-
		5.00	7.00	7.00	7.00		
		<b>TOTAL SALARIES</b>				\$ 369,575	\$ 460,500
		Overtime				4,500	3,500
		FICA Taxes				28,625	35,498
		Deferred Compensation				33,650	41,760
		Clothing Allowance				200	-
		Group Health Insurance Premium				46,500	80,294
		Employee Assistance Program				84	111
		Worker's Comp Insurance				521	742
		<b>Total Personal Services</b>				<b>\$ 483,655</b>	<b>\$ 622,405</b>

# CITY OF SEBASTIAN, FLORIDA 2023/2024 ANNUAL BUDGET

## CAPITAL OUTLAY SCHEDULE

### COMMUNITY DEVELOPMENT DEPARTMENT - TO BE FUNDED BY GENERAL FUND

<u>Description</u>	<u>2023/24</u>	<u>2024/25</u>	<u>2025/26</u>	<u>2026-27</u>	<u>2027-28</u>	<u>TOTAL</u>
Office Renovations	\$ 88,500	\$ -	\$ -	\$ -	\$ -	\$ 88,500
	<u>\$ 88,500</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 88,500</u>

### COMMUNITY DEVELOPMENT DEPARTMENT - TO BE FUNDED BY RIVERFRONT CRA

<u>Description</u>	<u>2023/24</u>	<u>2024/25</u>	<u>2025/26</u>	<u>2026-27</u>	<u>2027-28</u>	<u>TOTAL</u>
Working Waterfront Expansion	\$ 60,000	\$ 250,000	\$ 250,000	\$ 250,000	\$ -	\$ 810,000
N. Central Ave Catalyst Site	-	-	-	-	500,000	500,000
	<u>\$ 60,000</u>	<u>\$ 250,000</u>	<u>\$ 250,000</u>	<u>\$ 250,000</u>	<u>\$ 500,000</u>	<u>\$ 1,310,000</u>

### COMMUNITY DEVELOPMENT DEPARTMENT - TO BE FUNDED BY DISCRETIONARY SALES TAX

<u>Description</u>	<u>2023/24</u>	<u>2024/25</u>	<u>2025/26</u>	<u>2026-27</u>	<u>2027-28</u>	<u>TOTAL</u>
Riverview Park Master Plan	\$ -	\$ 500,000	\$ 500,000	\$ -	\$ -	\$ 1,000,000
Riverview Park Event Center	-	-	-	1,000,000	-	1,000,000
	<u>\$ -</u>	<u>\$ 500,000</u>	<u>\$ 500,000</u>	<u>\$ 1,000,000</u>	<u>\$ -</u>	<u>\$ 2,000,000</u>

### COMMUNITY DEVELOPMENT DEPARTMENT - TO BE FUNDED BY CDBG GRANT

<u>Description</u>	<u>2023/24</u>	<u>2024/25</u>	<u>2025/26</u>	<u>2026-27</u>	<u>2027-28</u>	<u>TOTAL</u>
CDBG Grant Program	\$ 128,152	\$ 130,000	\$ 130,000	\$ 130,000	\$ 130,000	\$ 648,152
	<u>\$ 128,152</u>	<u>\$ 130,000</u>	<u>\$ 130,000</u>	<u>\$ 130,000</u>	<u>\$ 130,000</u>	<u>\$ 648,152</u>

# CITY OF SEBASTIAN, FLORIDA 2023/2024 ANNUAL BUDGET

## COMMUNITY DEVELOPMENT DEPARTMENT

Code: 010080

<b>Account</b>				<b>Amended</b>		<b>Proposed</b>	
<b>Number</b>	<b>Description</b>	<b>FY 19/20</b>	<b>FY 20/21</b>	<b>FY 21/22</b>	<b>FY 22/23</b>	<b>FY 22/23</b>	<b>FY 23/24</b>
		<b>Actual</b>	<b>Actual</b>	<b>Actual</b>	<b>Budget</b>	<b>Projected</b>	<b>Budget</b>
<b>PERSONAL SERVICES</b>							
511200	Regular Salaries	301,092	323,001	310,919	426,192	369,575	460,500
511400	Overtime	4,268	2,520	5,081	4,533	4,500	3,500
512100	FICA Taxes	23,338	24,638	23,874	32,960	28,625	35,498
512215	Clothing Allowance	120	120	120	120	200	0
512225	Deferred Compensation	26,761	29,312	28,163	38,902	33,650	41,760
512301	Group Health Insurance Premium	36,276	36,039	34,877	77,639	46,500	80,294
512309	Employee Assistance Program	75	75	74	111	84	111
512400	Worker's Comp Insurance	586	602	504	711	521	742
<b>TOTAL PERSONAL SERVICES</b>		<b>392,517</b>	<b>416,308</b>	<b>403,613</b>	<b>581,168</b>	<b>483,655</b>	<b>622,405</b>
<b>OPERATING EXPENDITURES</b>							
533120	Consultants	110,750	33,068	39,000	58,000	50,000	50,000
533400	Other Contractual Services	3,042	2,682	5,882	32,995	10,000	13,320
534000	Travel and Per Diem	139	0	1,946	2,500	2,000	3,000
534105	Cellular Telephone	248	530	161	60	5	15
534110	Internet Services	433	433	433	435	433	435
534120	Postage	635	780	1,409	800	600	800
534130	Express Mail	0	0	0	0	0	0
534420	Equipment Leases	1,964	2,230	2,197	2,230	2,195	2,195
534620	R & M-Vehicles	359	1,022	70	500	700	500
534630	R & M-Office Equipment	2,374	2,880	2,274	2,460	1,650	1,800
534830	Special Events (NRB)	1,773	1,614	1,017	2,000	2,000	12,000
534910	Clerk of Court Filing Fees	0	0	0	25	0	0
534920	Legal Ads	2,920	2,879	10,293	8,500	500	500
535200	Departmental Supplies	1,910	6,276	2,388	1,500	1,000	1,500
535210	Computer Supplies	1,183	2,266	320	1,500	500	1,000
535260	Gas and Oil	262	296	556	250	250	250
535270	Uniforms & Shoes	0	196	305	200	105	300
535410	Dues and Memberships	1,857	1,965	1,446	2,255	2,030	2,045
535420	Books and Publications	0	0	0	100	50	100
535450	Training and Education	2,275	2,305	1,380	3,980	2,000	2,700
<b>TOTAL OPERATING EXPENDITURES</b>		<b>132,124</b>	<b>61,420</b>	<b>71,077</b>	<b>120,290</b>	<b>76,018</b>	<b>92,460</b>
<b>CAPITAL OUTLAY</b>							
606220	Building Improvements	0	0	0	0	0	88,500
606300	IOTB	0	0	0	15,000	15,000	0
606400	Vehicles and Equipment	14,650	0	0	0	0	0
<b>TOTAL CAPITAL OUTLAY</b>		<b>14,650</b>	<b>0</b>	<b>0</b>	<b>15,000</b>	<b>15,000</b>	<b>88,500</b>
<b>TOTAL COMMUNITY DEVELOPMENT</b>		<b>539,290</b>	<b>477,728</b>	<b>474,690</b>	<b>716,458</b>	<b>574,673</b>	<b>803,365</b>

# CITY OF SEBASTIAN, FLORIDA 2023/2024 ANNUAL BUDGET

## GENERAL FUND – NON-DEPARTMENTAL

This section of the budget includes costs not related to specific departmental service objectives or programs. The largest category of expenditures in this budget is for payments for general government utilities, general property and casualty liability insurance premiums and payment to the Riverfront Community Redevelopment Agency for tax increment contributions.

### NON-DEPARTMENTAL BUDGET SUMMARY

The Fiscal Year 2023-2024 proposed budget for Non-Departmental is \$ 1,696,774. This compares to the 2022-2023 projected expenditures of \$1,295,628, an increase of \$ 401,146, or 31.0%.

	FY 19/20	FY 20/21	FY 21/22	Amended FY 22/23	Projected FY 22/23	FY 23/24	Difference
	Actual	Actual	Actual	Budget	Expenditures	Budget	
Personal Services	\$ 264,098	\$ 275,349	\$ 312,815	\$ 305,431	\$ 302,900	\$ 608,765	\$ 305,865
Operating Expenses	707,675	703,732	714,666	743,079	748,194	1,058,009	309,815
Non-Operating	4,691	45,954	314,359	251,744	244,534	30,000	(214,534)
<b>Total</b>	<b>\$ 976,464</b>	<b>\$ 1,025,035</b>	<b>\$ 1,341,840</b>	<b>\$ 1,300,254</b>	<b>\$ 1,295,628</b>	<b>\$ 1,696,774</b>	<b>\$ 401,146</b>

Fiscal Year 2023-2024 Proposed Budget:

Major Current Level Changes from Fiscal Year 2022-2023 Projected Expenditures:

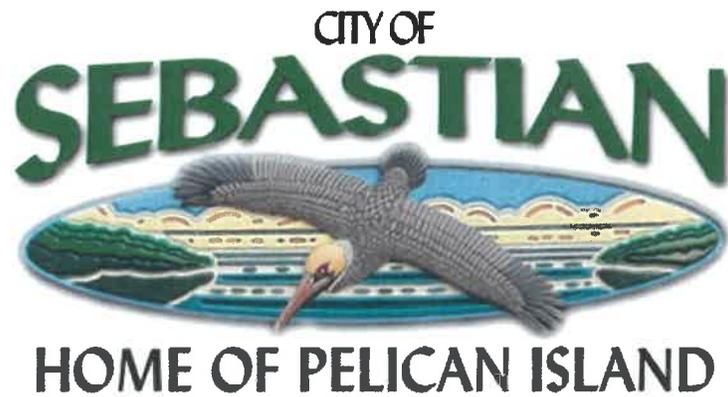
	Difference
<b>1. Personal Services</b> - Increase due primarily to organizational efficiency program and insurance costs.	\$ 305,865
<b>2. Operating Expenses</b> - Increase due primarily to insurance increases and special event expenses moved from CRA fund.	\$ 309,815
<b>3. Non-Operating Expenses</b> - Decrease due to completion of projects in the prior year.	\$ (214,534)

# CITY OF SEBASTIAN, FLORIDA 2023/2024 ANNUAL BUDGET

## GENERAL FUND NON-DEPARTMENTAL

Code: 010099

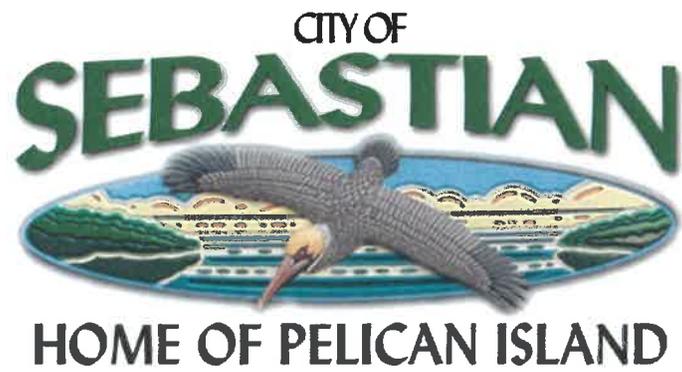
Account		FY 19/20	FY 20/21	FY 21/22	Amended FY 22/23	FY 22/23	Proposed FY 23/24
<u>Number</u>	<u>Description</u>	<u>Actual</u>	<u>Actual</u>	<u>Actual</u>	<u>Budget</u>	<u>Projected</u>	<u>Budget</u>
<b>PERS ONAL SERVICES</b>							
512301	Group Health Insurance	14,333	7,361	3,582	1,900	1,900	5,115
512307	Health Reimbursement Account	242,959	266,935	304,082	300,000	300,000	309,000
512500	Unemployment	6,806	1,054	5,151	3,200	1,000	2,000
512700	Additional Compensation	0	0	0	331	0	292,650
<b>TOTAL PERS ONAL SERVICES</b>		<b>264,098</b>	<b>275,349</b>	<b>312,815</b>	<b>305,431</b>	<b>302,900</b>	<b>608,765</b>
<b>OPERATING EXPENDITURES</b>							
533100	Professional Services	24,450	28,330	57,460	33,866	500	0
533400	Other Contractual Services	15,153	4,528	43,435	21,850	21,850	4,000
533425	Contract Mowing Services	9,527	5,499	4,067	10,000	3,500	8,000
534101	Telephone	16,123	17,182	11,536	37,945	38,000	40,860
534110	Internet Services	2,374	1,784	1,334	1,380	1,345	1,440
534120	Postage	671	741	2,981	1,200	1,160	1,300
534310	Electric	36,848	36,042	45,386	45,840	49,750	54,600
534320	Water/Sewer	4,281	4,991	4,588	4,680	5,700	6,900
534500	Insurance	281,457	323,073	272,946	300,050	344,000	567,510
534501	Claims	78,071	4,675	11,984	15,000	10,000	15,000
534630	R&M Office Equipment	2,400	2,400	2,400	2,400	2,400	2,400
534805	4th of July	25,927	31,415	31,445	37,000	36,500	36,500
534815	Memorial Bricks	1,185	1,870	2,920	4,100	2,500	3,400
534825	Advertising Expenditures	309	1,125	1,125	1,125	1,244	1,300
534830	Special Events Expense	0	0	0	0	0	52,750
534835	Special Employee Events	4,815	5,963	6,285	8,000	10,112	10,000
534980	Payment-Riverfront CRA Fund	182,732	215,305	192,832	192,893	195,885	223,569
535200	Departmental Supplies	1,479	2,705	2,469	2,550	2,300	2,730
535410	Dues and Memberships	3,422	3,656	3,899	4,250	4,053	4,250
535454	PBA Tuition Reimb Plan	5,079	1,073	2,591	4,000	2,850	4,000
535455	PEA Tuition Reimb Plan	1,754	1,804	2,735	4,000	2,700	4,000
535710	Non-Ad Valorem Tax	9,617	9,571	10,246	10,950	11,845	13,500
<b>TOTAL OPERATING EXPENSES</b>		<b>707,675</b>	<b>703,732</b>	<b>714,666</b>	<b>743,079</b>	<b>748,194</b>	<b>1,058,009</b>
<b>CAPITAL OUTLAY</b>							
606400	Vehicles and Equipment	0	0	0	0	0	0
<b>TOTAL CAPITAL OUTLAY</b>		<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>NON-OPERATING</b>							
909131	Interfund Trfr to Fund 310	0	0	671	243,119	243,119	30,000
909132	Interfund Trfr to Fund 320	0	45,954	310,046	8,625	1,415	0
909140	Interfund Trfr to Fund 140	0	0	0	0	0	0
909145	Interfund Trfr to Fund 450	4,691	0	3,643	0	0	0
909901	Contingency	0	0	0	0	0	0
<b>TOTAL NON-OPERATING</b>		<b>4,691</b>	<b>45,954</b>	<b>314,359</b>	<b>251,744</b>	<b>244,534</b>	<b>30,000</b>
<b>TOTAL NON-DEPARTMENTAL</b>		<b>976,464</b>	<b>1,025,035</b>	<b>1,341,840</b>	<b>1,300,254</b>	<b>1,295,628</b>	<b>1,696,774</b>
<b>OTHER FINANCING USES</b>							
909330	Unappropriated Budget Savings	0	0	0	0	0	0
<b>TOTAL EXPENDITURES AND OTHER USES</b>		<b>976,464</b>	<b>1,025,035</b>	<b>1,341,840</b>	<b>1,300,254</b>	<b>1,295,628</b>	<b>1,696,774</b>



CITY OF SEBASTIAN, FLORIDA  
ANNUAL BUDGET  
FISCAL YEAR 2023-2024

***SPECIAL REVENUE FUNDS***

**Draft as of September 13, 2023**



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**SPECIAL REVENUE FUNDS**

Special Revenue Funds are used to account for the proceeds of revenue sources (other than Major Capital Projects) that are legally required to be spent for specific purposes. These Special Revenue Funds include the following:

Local Option Gas Tax Fund (LOGT)	\$ 782,481
Discretionary Sales Tax Fund (DST)	5,153,059
Riverfront Community Redevelopment Agency	500,215
Parking In-Lieu-Of Fund	4,315
Recreation Impact Fee Fund	370,000
Stormwater Utility Fund	2,386,332
Law Enforcement Forfeiture Fund	1,300
<b>TOTAL</b>	<b>\$ 9,197,702</b>

Note that the Riverfront Community Redevelopment Agency (CRA) is a blended component unit. Its governing body is also the City Council and this results in its budget also being approved by the City Council acting as the CRA governing body.

# CITY OF SEBASTIAN, FLORIDA 2023/2024 ANNUAL BUDGET

## LOCAL OPTION GAS TAX

The local option gas tax is a six-cent per gallon tax levied by Indian River County. The tax funds are distributed to participating cities within the County on a percentage basis determined by the City's population and amount of annual transportation-type expenditures. The funds can be used for payment of debt service on loans and bonds issued to finance acquisition and construction of roads, as well as road maintenance and signage. The paving loan matures on December 1, 2022.

### LOCAL OPTION GAS TAX FUND REVENUE

Code: 120010

<u>Account Number</u>	<u>Description</u>	<u>FY 19/20 Actual</u>	<u>FY 20/21 Actual</u>	<u>FY 21/22 Actual</u>	<u>Amended FY 22/23 Budget</u>	<u>FY 22/23 Projected</u>	<u>FY 23/24 Budget</u>
<b>TAXES</b>							
312400	Local Option Gas Tax	686,491	741,313	742,456	777,637	738,000	763,830
<b>TOTAL TAXES</b>		<b>686,491</b>	<b>741,313</b>	<b>742,456</b>	<b>777,637</b>	<b>738,000</b>	<b>763,830</b>
<b>MISCELLANEOUS REVENUE</b>							
334492	FDOT Lighting Agreement	13,694	14,105	14,528	14,964	14,964	15,413
361100	Interest Income	1,491	503	5,106	2,479	5,345	3,238
361105	SBA Interest Earnings	500	0	0	0	0	0
<b>TOTAL MISCELLANEOUS REVENUE</b>		<b>15,685</b>	<b>14,608</b>	<b>19,634</b>	<b>17,443</b>	<b>20,309</b>	<b>18,651</b>
<b>NON-REVENUE SOURCES</b>							
389991	Appropriation From Fund Balance	150,709	149,760	0	356,494	434,324	0
<b>TOTAL NON-REVENUE SOURCES</b>		<b>150,709</b>	<b>149,760</b>	<b>0</b>	<b>356,494</b>	<b>434,324</b>	<b>0</b>
<b>TOTAL LOCAL OPTION GAS TAX</b>		<b>852,884</b>	<b>905,680</b>	<b>762,090</b>	<b>1,151,574</b>	<b>1,192,633</b>	<b>782,481</b>

# CITY OF SEBASTIAN, FLORIDA 2023/2024 ANNUAL BUDGET

## LOCAL OPTION GAS TAX FUND EXPENDITURES

Code: 120051

<u>Account Number</u>	<u>Description</u>	<u>FY 19/20</u> <u>Actual</u>	<u>FY 20/21</u> <u>Actual</u>	<u>FY 21/22</u> <u>Actual</u>	<u>Amended</u> <u>FY 22/23</u> <u>Budget</u>	<u>FY 22/23</u> <u>Projected</u>	<u>FY 23/24</u> <u>Budget</u>
<b>OPERATING</b>							
533100	Professional Services	0	0	0	0	0	0
533400	Other Contractual Services	0	0	28,500	5,400	5,400	0
533452	Road Maintenance Service	0	0	0	0	0	0
534315	Public Lighting	0	0	0	0	0	0
534695	Railroad Crossing Maintenance	5,400	5,400	5,400	5,400	5,901	5,901
535310	Road Materials and Supplies	0	0	0	0	0	0
535380	Signalization Supplies	0	96,564	0	0	0	0
<b>TOTAL OPERATING EXPENDITURES</b>		<b>5,400</b>	<b>101,964</b>	<b>33,900</b>	<b>10,800</b>	<b>11,301</b>	<b>5,901</b>
<b>CAPITAL OUTLAY</b>							
606400	Vehicles and Equipment	105,554	34,372	4,870	0	0	0
<b>TOTAL CAPITAL OUTLAY</b>		<b>105,554</b>	<b>34,372</b>	<b>4,870</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>DEBT SERVICE</b>							
707105	Principal - Paving Loan	229,000	233,000	237,000	121,000	121,000	0
707205	Interest - Paving Loan	14,886	10,398	5,801	1,174	1,174	0
<b>TOTAL DEBT SERVICE</b>		<b>243,886</b>	<b>243,398</b>	<b>242,801</b>	<b>122,174</b>	<b>122,174</b>	<b>0</b>
<b>NON-OPERATING</b>							
909132	Transfer to Fund 320	0	46,581	0	0	0	0
909133	Transfer to Fund 330	498,043	479,365	19,124	1,018,600	1,059,158	533,423
909990	Unappropriated	0	0	461,396	0	0	243,157
<b>TOTAL NON-OPERATING</b>		<b>498,043</b>	<b>525,946</b>	<b>480,520</b>	<b>1,018,600</b>	<b>1,059,158</b>	<b>776,580</b>
<b>TOTAL LOCAL OPTION GAS TAX</b>		<b>852,884</b>	<b>905,680</b>	<b>762,090</b>	<b>1,151,574</b>	<b>1,192,633</b>	<b>782,481</b>

# CITY OF SEBASTIAN, FLORIDA 2023/2024 ANNUAL BUDGET

## DISCRETIONARY SALES TAX

The discretionary sales tax is a seventh-cent or an additional one-cent tax levied by Indian River County. The tax funds are distributed to participating cities within the County on a percentage basis determined by the City's population. The funds can be used to finance, plan and construct infrastructure, land acquisition for recreation or preservation, land improvement, and emergency vehicle purchases. The FY 2022-2023 allocation for the City of Sebastian is estimated to be in the amount of \$5,160,637. The estimate is based on trend analysis. This revenue source was extended by referendum vote in FY 2016-2017 until December 31, 2034.

### **DISCRETIONARY SALES TAX FUND REVENUE**

**Code: 130010**

<u>Account Number</u>	<u>Description</u>	<u>FY 19/20 Actual</u>	<u>FY 20/21 Actual</u>	<u>FY 21/22 Actual</u>	<u>Amended FY 22/23 Budget</u>	<u>FY 22/23 Projected</u>	<u>FY 23/24 Budget</u>
<b>TAXES</b>							
312600	Discretionary Sales Tax	3,469,568	4,037,460	4,711,995	5,160,637	4,947,000	5,120,145
<b>TOTAL TAXES</b>		<b>3,469,568</b>	<b>4,037,460</b>	<b>4,711,995</b>	<b>5,160,637</b>	<b>4,947,000</b>	<b>5,120,145</b>
<b>MISCELLANEOUS REVENUE</b>							
361100	Interest Income	60,458	33,203	35,461	96,209	20,110	19,454
361105	SBA Interest Earnings	7,668	1,995	3,887	2,000	21,201	13,460
<b>TOTAL MISCELLANEOUS REVENUE</b>		<b>68,126</b>	<b>35,198</b>	<b>39,348</b>	<b>98,209</b>	<b>41,311</b>	<b>32,914</b>
<b>NON-REVENUE SOURCES</b>							
389991	Appropriation From PY Fund Balance	0	680,344	3,229,155	3,494,254	2,380,050	0
<b>TOTAL NON-REVENUE SOURCES</b>		<b>0</b>	<b>680,344</b>	<b>3,229,155</b>	<b>3,494,254</b>	<b>2,380,050</b>	<b>0</b>
<b>TOTAL DISCRETIONARY SALES TAX</b>		<b>3,537,694</b>	<b>4,753,002</b>	<b>7,980,498</b>	<b>8,753,100</b>	<b>7,368,361</b>	<b>5,153,059</b>

# CITY OF SEBASTIAN, FLORIDA 2023/2024 ANNUAL BUDGET

## DISCRETIONARY SALES TAX FUND EXPENDITURES Code: 130051

Account Number	Description	FY 19/20 Actual	FY 20/21 Actual	FY 21/22 Actual	Amended FY 22/23 Budget	FY 22/23 Projected	FY 23/24 Budget
<b>OPERATING</b>							
533300	Engineering Services	15,487	0	0	0	0	0
<b>TOTAL OPERATING EXPENDITURES</b>		<b>15,487</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>CAPITAL OUTLAY</b>							
606400	Vehicles and Equipment	0	0	0	0	0	0
606910	Sidewalks/Bikepaths	0	17,849	7,151	0	0	0
<b>TOTAL CAPITAL OUTLAY</b>		<b>0</b>	<b>17,849</b>	<b>7,151</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>NON-OPERATING</b>							
909131	Trfr to Capital Projects Fund 310	828,306	298,274	910,683	1,959,943	1,791,735	1,173,177
909132	Trfr to CIP Fund 320	268,712	413,247	20,694	77,992	352,991	25,000
909133	Trfr to Transp Impr Fund 330	721,723	3,402,826	6,060,559	2,085,401	1,574,494	1,780,163
909263	Trfr to Stormwater Debt Svs 263	401,355	400,961	220,605	0	0	0
909363	Trfr to Stormwater Impr Fund 363	0	96,908	270,513	2,728,383	2,930,505	1,227,000
909455	Trfr to Fund 455 AP	101,653	122,937	490,294	1,038,007	718,636	285,895
909990	Unappropriated	1,200,458	0	0	863,374	0	661,824
<b>TOTAL NON-OPERATING</b>		<b>3,522,207</b>	<b>4,735,153</b>	<b>7,973,347</b>	<b>8,753,100</b>	<b>7,368,361</b>	<b>5,153,059</b>
<b>TOTAL DISCRETIONARY SALES TAX</b>		<b>3,537,694</b>	<b>4,753,002</b>	<b>7,980,498</b>	<b>8,753,100</b>	<b>7,368,361</b>	<b>5,153,059</b>

**CITY OF SEBASTIAN, FLORIDA 2023/2024 ANNUAL BUDGET**

**COMMUNITY REDEVELOPMENT AGENCY**

City of Sebastian Community Redevelopment Agency was created by City Ordinance in 1995, pursuant to Section 163.387, Florida Statutes. The purpose of the Community Redevelopment Agency is the removal of blighted areas and the development of such areas, pursuant to the Community Redevelopment Act of 1969.

**COMMUNITY REDEVELOPMENT AGENCY REVENUES**

**Code: 140010**

<b>Account</b>		<b>FY 19/20</b>	<b>FY 20/21</b>	<b>FY 21/22</b>	<b>Amended</b>	<b>FY 22/23</b>	<b>FY 23/24</b>
<b>Number</b>	<b>Description</b>	<b>Actual</b>	<b>Actual</b>	<b>Actual</b>	<b>FY 22/23</b>	<b>FY 22/23</b>	<b>FY 23/24</b>
					<b>Budget</b>	<b>Projected</b>	<b>Budget</b>
<b>TAXES</b>							
338200	Tax Increment Revenue - Sebastian	182,732	215,305	192,832	190,290	195,885	223,569
338200	Tax Increment Revenue - County	220,508	242,367	192,832	190,290	274,075	248,196
<b>TOTAL TAXES</b>		<b>403,240</b>	<b>457,672</b>	<b>385,665</b>	<b>380,580</b>	<b>469,960</b>	<b>471,765</b>
<b>MISCELLANEOUS REVENUE</b>							
361100	Interest Income	2,426	1,267	4,562	6,000	10,000	8,000
361105	SBA Interest Earnings	2,656	200	1,251	1,719	7,800	3,950
362100	Rents and Royalties	36,000	36,000	36,000	36,000	36,000	16,500
366000	Contributions & Donations	0	0	0	0	0	0
<b>TOTAL MISCELLANEOUS REVENUE</b>		<b>41,082</b>	<b>37,467</b>	<b>41,813</b>	<b>43,719</b>	<b>53,800</b>	<b>28,450</b>
<b>NON-REVENUE SOURCES</b>							
381001	Transfer from General Fund	0	0	0	0	0	0
389991	Fund Balance Carried Forward	0	0	0	86,952	0	0
<b>TOTAL NON-REVENUE SOURCES</b>		<b>0</b>	<b>0</b>	<b>0</b>	<b>86,952</b>	<b>0</b>	<b>0</b>
<b>TOTAL RIVERFRONT REDEVELOPMENT</b>		<b>444,322</b>	<b>495,139</b>	<b>427,478</b>	<b>511,251</b>	<b>523,760</b>	<b>500,215</b>

**CITY OF SEBASTIAN, FLORIDA 2023/2024 ANNUAL BUDGET**

**COMMUNITY REDEVELOPMENT AGENCY EXPENDITURES**  
**Code: 140051**

<b>Account</b>		<b>FY 19/20</b>	<b>FY 20/21</b>	<b>FY 21/22</b>	<b>Amended</b>	<b>FY 22/23</b>	<b>FY 23/24</b>
<b>Number</b>	<b>Description</b>	<b>Actual</b>	<b>Actual</b>	<b>Actual</b>	<b>FY 22/23</b>	<b>FY 22/23</b>	<b>FY 23/24</b>
					<b>Budget</b>	<b>Projected</b>	<b>Budget</b>
<b>OPERATING EXPENDITURES</b>							
533100	Professional Services	5,000	5,000	5,000	5,000	5,000	5,000
533120	Consultants	256	0	0	0	0	50,000
533200	Audit Fees	0	5,000	5,000	5,000	5,000	4,000
533201	Admin Svcs Provided by the GF	99,076	89,725	92,655	62,431	62,431	67,573
533400	Other Contractual Services	124,774	96,195	97,842	99,942	99,942	99,942
534000	Travel and Per Diem	0	0	0	500	511	1,200
534120	Postage	126	7	0	0	0	0
534400	Rents and Leases	4,217	4,302	4,429	4,950	5,145	6,000
534698	Other CRA Maintenance Expenses	0	0	11,685	10,000	10,000	12,750
534699	Maint Expenses	9,653	18,020	19,044	20,000	10,000	20,000
534830	Special Events Expense	41,210	32,125	45,369	50,000	50,000	0
534920	Legal Ads	121	279	123	300	0	300
535410	Dues & Memberships	670	795	795	795	795	795
545450	Training and Education	395	0	395	400	395	1,800
535710	Non-Ad Valorem Taxes	1,396	1,478	1,583	1,600	1,827	2,010
<b>TOTAL OPERATING EXPENDITURES</b>		<b>286,894</b>	<b>252,927</b>	<b>283,921</b>	<b>260,918</b>	<b>251,046</b>	<b>271,370</b>
<b>GRANTS AND AIDS</b>							
820100	Façade/Sign Improvement Program	15,000	5,323	8,049	31,951	31,951	40,000
820200	Sewer Connection Program	24,424	0	0	5,001	5,000	0
<b>TOTAL GRANTS AND AIDS</b>		<b>39,424</b>	<b>5,323</b>	<b>8,049</b>	<b>36,952</b>	<b>36,951</b>	<b>40,000</b>
<b>NON-OPERATING</b>							
909132	Interfund Trfr to CIP Fund 320	13,448	137,415	15,266	65,000	65,000	60,000
909363	Interfund Trfr to CIP Fund 363	0	36,890	34,306	0	0	0
909990	Unappropriated	104,556	62,584	85,936	148,381	170,763	128,845
<b>TOTAL NON-OPERATING</b>		<b>118,004</b>	<b>236,889</b>	<b>135,508</b>	<b>213,381</b>	<b>235,763</b>	<b>188,845</b>
<b>TOTAL RIVERFRONT REDEVELOPMENT</b>		<b>444,322</b>	<b>495,139</b>	<b>427,478</b>	<b>511,251</b>	<b>523,760</b>	<b>500,215</b>

**CITY OF SEBASTIAN, FLORIDA 2023/2024 ANNUAL BUDGET**

**PARKING IN-LIEU-OF FUND**

**PARKING IN-LIEU-OF FUND REVENUE**

**Code: 150010**

<b>Account</b>		<b>FY 19/20</b>	<b>FY 20/21</b>	<b>FY 21/22</b>	<b>Amended</b>	<b>FY 22/23</b>	<b>FY 23/24</b>
<b><u>Number</u></b>	<b><u>Description</u></b>	<b><u>Actual</u></b>	<b><u>Actual</u></b>	<b><u>Actual</u></b>	<b><u>Budget</u></b>	<b><u>Projected</u></b>	<b><u>Budget</u></b>
<b>MISCELLANEOUS REVENUE</b>							
361100	Interest Income	0	0	0	0	0	0
361105	SBA Interest Earnings	672	101	742	195	178	187
363400	Parking In-Lieu-Of Fee	3,010	11,798	16,828	344	4,128	4,128
<b>TOTAL MISCELLANEOUS REVENUE</b>		<b>3,682</b>	<b>11,899</b>	<b>17,570</b>	<b>539</b>	<b>4,306</b>	<b>4,315</b>
<b>NON-REVENUE SOURCES</b>							
389991	Appropriation From PY Fund Balance	0	0	0	0	0	0
<b>TOTAL NON-REVENUE SOURCES</b>		<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>TOTAL PARKING IN-LIEU-OF FUND</b>		<b>3,682</b>	<b>11,899</b>	<b>17,570</b>	<b>539</b>	<b>4,306</b>	<b>4,315</b>

**PARKING IN-LIEU-OF FUND EXPENDITURES**

**Code: 150051**

<b>Account</b>		<b>FY 19/20</b>	<b>FY 20/21</b>	<b>FY 21/22</b>	<b>Amended</b>	<b>FY 22/23</b>	<b>FY 23/24</b>
<b><u>Number</u></b>	<b><u>Description</u></b>	<b><u>Actual</u></b>	<b><u>Actual</u></b>	<b><u>Actual</u></b>	<b><u>Budget</u></b>	<b><u>Projected</u></b>	<b><u>Budget</u></b>
<b>CAPITAL OUTLAY AND PROJECTS</b>							
606310	Improvements Other Than Buildings	0	0	0	0	0	0
606908	Parking	0	0	0	0	0	0
<b>TOTAL CAPITAL OUTLAY AND PROJECTS</b>		<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>NON-OPERATING</b>							
909133	Transfer to CIP Fund 330	0	0	0	0	0	0
909990	Unappropriated	3,682	11,899	17,570	539	4,306	4,315
<b>TOTAL NON-OPERATING</b>		<b>3,682</b>	<b>11,899</b>	<b>17,570</b>	<b>539</b>	<b>4,306</b>	<b>4,315</b>
<b>TOTAL PARKING IN-LIEU-OF FUND</b>		<b>3,682</b>	<b>11,899</b>	<b>17,570</b>	<b>539</b>	<b>4,306</b>	<b>4,315</b>

# CITY OF SEBASTIAN, FLORIDA 2023/2024 ANNUAL BUDGET

## RECREATION IMPACT FEE FUND

The Recreation Impact Fee was established to enable the City to allow growth and development to proceed in the City in compliance with the adopted Comprehensive Plan, and to regulate growth and development so as to require growth and development to share in the burden of growth by paying its pro rata share for the reasonably anticipated expansion costs of the recreational system improvements. Additionally, the City through impact fees seeks to provide an equitable, fair share basis for new and expanded recreational facilities concurrent with the impact and needs generated by new development. (Ordinance O-01-15)

### **RECREATION IMPACT FEE FUND REVENUE**

**Code: 160010**

<b>Account</b>		<b>FY 19/20</b>	<b>FY 20/21</b>	<b>FY 21/22</b>	<b>Amended</b>	<b>FY 22/23</b>	<b>FY 23/24</b>
<u>Number</u>	<u>Description</u>	<u>Actual</u>	<u>Actual</u>	<u>Actual</u>	<u>Budget</u>	<u>Projected</u>	<u>Budget</u>
<b>MISCELLANEOUS REVENUE</b>							
361100	Interest Income	1,460	222	2,073	10,000	17,413	16,153
361105	SBA Interest Earnings	1,688	56	568	3,389	3,000	2,750
363270	Recreation Impact Fee	143,875	214,500	179,400	150,000	179,400	179,400
<b>TOTAL MISCELLANEOUS REVENUE</b>		<b>147,023</b>	<b>214,779</b>	<b>182,042</b>	<b>163,389</b>	<b>199,813</b>	<b>198,303</b>
<b>NON-REVENUE SOURCES</b>							
389991	Appropriation From PY Fund Balance	333,137	0	0	173,474	30,187	171,697
<b>TOTAL NON-REVENUE SOURCES</b>		<b>333,137</b>	<b>0</b>	<b>0</b>	<b>173,474</b>	<b>30,187</b>	<b>171,697</b>
<b>TOTAL RECREATION IMPACT FEE</b>		<b>480,160</b>	<b>214,779</b>	<b>182,042</b>	<b>336,863</b>	<b>230,000</b>	<b>370,000</b>

### **RECREATION IMPACT FEE FUND EXPENDITURES**

**Code: 160051**

<b>Account</b>		<b>FY 19/20</b>	<b>FY 20/21</b>	<b>FY 21/22</b>	<b>Amended</b>	<b>FY 22/23</b>	<b>FY 23/24</b>
<u>Number</u>	<u>Description</u>	<u>Actual</u>	<u>Actual</u>	<u>Actual</u>	<u>Budget</u>	<u>Projected</u>	<u>Budget</u>
<b>CAPITAL OUTLAY AND PROJECTS</b>							
606300	Improvements Other Than Bldgs	0	0	0	0	0	0
<b>TOTAL CAPITAL OUTLAY AND PROJECTS</b>		<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>OPERATING EXPENDITURES</b>							
533100	Professional Services	0	0	0	0	0	0
<b>TOTAL OPERATING EXPENDITURES</b>		<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>NON-OPERATING</b>							
909132	Transfer to CIP Fund 320	480,160	121,037	121,276	228,474	230,000	370,000
909990	Unappropriated	0	93,742	60,766	108,389	0	0
<b>TOTAL NON-OPERATING</b>		<b>480,160</b>	<b>214,779</b>	<b>182,042</b>	<b>336,863</b>	<b>230,000</b>	<b>370,000</b>
<b>TOTAL RECREATION IMPACT FEE</b>		<b>480,160</b>	<b>214,779</b>	<b>182,042</b>	<b>336,863</b>	<b>230,000</b>	<b>370,000</b>

# CITY OF SEBASTIAN, FLORIDA 2023/2024 ANNUAL BUDGET

## STORMWATER UTILITY FUND

The Stormwater Utility Fund was established by the City to provide a dedicated funding source for the purpose of managing the City’s stormwater system, to prepare, construct and manage betterments and improvements, regulate the use of the stormwater system, and perform routine maintenance and minor improvements. The Stormwater Utility Fee is assessed on a single residential ERU in the amount of \$10.00 per month, or \$120.00 per year (Resolution R-18-19). The Stormwater Utility Staff are responsible for the control and maintenance of the City’s stormwater drainage system, consisting of 280 miles of swales, 50 miles of channels, 8.15 miles of canals and 310 catch basins, baffle boxes, and culvert structures for the purposes of flooding prevention and water quality improvement. The Stormwater staff also enforces compliance with Federal NPDES regulations and the City’s Stormwater Management Plan for the purpose of improving the quality of stormwater runoff prior to discharge into the St. Sebastian River and the Indian River Lagoon.

### SUMMARY OF REVENUES AND EXPENDITURES

<u>Description</u>	FY 19/20 <u>Actual</u>	FY 20/21 <u>Actual</u>	FY 21/22 <u>Actual</u>	Amended FY 22/23 <u>Budget</u>	FY 22/23 <u>Projected</u>	FY 23/24 <u>Budget</u>
Total Revenues	\$ 1,969,428	\$ 1,958,662	\$ 2,173,692	\$ 1,959,621	\$ 1,966,000	\$ 1,966,583
Total Expenses	\$ 1,483,392	\$ 1,616,148	\$ 1,934,830	\$ 2,628,980	\$ 2,268,240	\$ 2,386,332
Change in Unrestricted Reserves	486,036	342,514	238,861	\$ (669,359)	\$ (302,240)	\$ (419,749)

## FISCAL YEAR 2023 ACCOMPLISHMENTS

- ✓ Serviced and maintained 100% of the City’s baffle box treatment structures each quarter
- ✓ Maintained City’s numerous catch basins in a manner that protects water quality and ensures proper functioning during storm events
- ✓ Finalize the City’s Stormwater Master Plan
- ✓ Manage multiple Capital Improvement Projects utilizing Infrastructure Bill funds according to all of the appropriate deadlines and regulations
- ✓ Continue to maintain all of the City’s baffle boxes and catch basins for proper drainage and to protect water quality
- ✓ Complete drainage improvements related to all roadways treated or paved in the FY2019 paving program

# CITY OF SEBASTIAN, FLORIDA 2023/2024 ANNUAL BUDGET

## FISCAL YEAR 2024 GOALS AND OBJECTIVES

- Catch up on drainage improvements for previous roadway repaving work either with additional staff or using outside contractors
- Begin drainage improvements related to the 2024 roadway repaving program
- Utilize FieldMaps and GIS system to track all maintenance and cleaning of ditches, catch basins, baffle boxes, etc.
- Continue to train staff members on Stormwater Best Management Practices as well as other necessary trainings to ensure all are up to date on safety and technical knowledge

## PERFORMANCE MEASURES

Performance Indicators	Actual 2019/2020	Actual 2020/2021	Actual 2021/2022	Projected 2022/2023	Projected 2023/2024
Miles of swales	280	280	280	280	280
Linear feet of swales reconstructed	10,000	30,000	20,000	40,000	30,000
Miles of ditches maintained	70	50	80	80	80
Catch basin and culverts maintained	150	205	120	205	200
Linear feet Main Ditches reconstructed	500	2,000	160	500	5,005
Road Crossing Pipe Replacements	9	8	4	15	5

## STORMWATER UTILITY PROGRAM BUDGET DESCRIPTION

<i>STAFFING</i>		<i>NATURE OF ACTIVITY</i>
<i>22/23</i>	<i>23/24</i>	
60.00%	60.00%	<b><u>Drainage Maintenance</u></b> - Clean and spray stormwater swales, ditches and canals. Maintain 9 miles of large canals. Maintain ditches, swales and side yard ditches.
10.00%	10.00%	<b><u>Catch basins, Manholes and Culverts</u></b> - Hand clean and mow small drainage ditches. Maintain 310 catch basins and large/small culverts.
8.00%	8.00%	<b><u>General Administration</u></b> - Preparation of budget, update service records. Maintain equipment records. Review contracts and construction drawings on City contract work. Meet with public as necessary. Coordinate employee training and education.
12.00%	12.00%	<b><u>Building Dept Related Reviews</u></b> : Site Plan Review, Pool Drainage Plan Review, Fence Permits, Driveway Permits, and meeting with engineers, contractors, and public as necessary.
10.00%	10.00%	<b><u>Capital Projects</u></b> - Planning, Design, Specifications Consultant Coordination Bidding and Contracts, Construction Management inspections.
100.00%	100.00%	

# CITY OF SEBASTIAN, FLORIDA 2023/2024 ANNUAL BUDGET

## STORMWATER UTILITY DIVISION REVENUE

Code: 163010

Account Number	Description	FY 19/20 Actual	FY 20/21 Actual	FY 21/22 Actual	Amended FY 22/23 Budget	FY 22/23 Projected	Proposed FY 23/24 Budget
<b>CHARGES FOR SERVICES</b>							
363630	Stormwater Utility Fee	1,853,143	1,920,458	1,915,404	1,922,055	1,896,000	1,896,000
363631	Delinquent Stormwater Fees	59,008	32,788	36,764	30,000	30,000	30,000
<b>TOTAL CHARGES FOR SERVICES</b>		<b>1,912,151</b>	<b>1,953,246</b>	<b>1,952,168</b>	<b>1,952,055</b>	<b>1,926,000</b>	<b>1,926,000</b>
<b>MISCELLANEOUS REVENUE</b>							
361100	Interest Income	12,101	4,676	17,348	7,000	30,000	30,000
361105	SBA Interest	6,244	650	4,020	566	10,000	10,583
361150	Other Interest	681	90	57	0	0	0
364100	Sale of Fixed Assets	38,250	0	0	0	0	0
369900	Miscellaneous Revenue	0	0	100	0	0	0
381360	Interfund Transfer from Fund 363	0	0	200,000	0	0	0
<b>TOTAL MISCELLANEOUS REVENUE</b>		<b>57,277</b>	<b>5,416</b>	<b>221,524</b>	<b>7,566</b>	<b>40,000</b>	<b>40,583</b>
<b>TOTAL STORMWATER REVENUES</b>		<b>1,969,428</b>	<b>1,958,662</b>	<b>2,173,692</b>	<b>1,959,621</b>	<b>1,966,000</b>	<b>1,966,583</b>
<b>USE OF UNRESTRICTED RESERVES</b>		<b>0</b>	<b>0</b>	<b>0</b>	<b>669,359</b>	<b>302,240</b>	<b>419,749</b>
<b>TOTAL STORMWATER UTILITY</b>		<b>1,969,428</b>	<b>1,958,662</b>	<b>2,173,692</b>	<b>2,628,980</b>	<b>2,268,240</b>	<b>2,386,332</b>

## STORMWATER UTILITY DIVISION BUDGET SUMMARY

The Fiscal Year 2023-2024 proposed budget for the Stormwater Utility Division, excluding budgeted contingency, is \$ 2,386,332. This compares to the 2022-2023 projected expenditures of \$ 2,268,240, an increase of \$ 118,092, or 5.21%.

	FY 19/20	FY 20/21	FY 21/22	Amended FY 22/23	FY 22/23	FY 23/24	Difference
	Actual	Actual	Actual	Budget	Projected	Budget	
Personal Services	\$ 654,105	\$ 685,797	\$ 666,255	\$ 916,106	\$ 764,985	\$ 971,620	\$ 206,635
Operating Expenses	613,330	790,024	1,307,889	1,307,889	1,098,270	1,239,712	141,442
Capital Outlay	186,937	123,824	139,071	43,793	43,793	10,000	(33,793)
Non-Operating	29,019	16,503	311,661	361,192	361,192	165,000	(196,192)
<b>Total</b>	<b>\$ 1,483,392</b>	<b>\$ 1,616,148</b>	<b>\$ 2,424,877</b>	<b>\$ 2,628,980</b>	<b>\$ 2,268,240</b>	<b>\$ 2,386,332</b>	<b>\$ 118,092</b>

Fiscal Year 2023-24 Proposed Budget:

Major Current Level Changes from Fiscal Year 2022-23 Projected Expenditures:

	Difference
<b>1. Personal Services</b> - Increase due to having positions full all year, negotiated salary increases, and insurance costs.	\$ 206,635
<b>2. Operating Expenses</b> - Increase due to anticipated equipment maintenance, pest control, pipes, cement, and sod costs.	\$ 141,442
<b>3. Capital Outlay</b> - Decrease due to less equipment requested this year.	\$ (33,793)
<b>4. Non-Operating</b> - Decrease due to fewer new projects requested this year.	\$ (196,192)

# CITY OF SEBASTIAN, FLORIDA 2023/2024 ANNUAL BUDGET

## PERSONAL SERVICES SCHEDULE

### STORMWATER UTILITY DIVISION

<u>POSITION</u>	<u>PAY RANGE</u>	<u>FULL TIME EQUIVALENTS</u>				<u>Projected</u>		
		<u>Amended</u>				<u>Expenditures</u>	<u>Budget</u>	
		<u>21/22</u>	<u>22/23</u>	<u>22/23</u>	<u>23/24</u>	<u>22/23</u>	<u>23/24</u>	
Stormwater Superintendent	62,701 / 109,724	1.00	1.00	1.00	1.00	\$ 83,850	\$ 88,000	
Stormwater Utility Inspector	46,779 / 81,862	1.00	1.50	1.50	1.50	51,750	78,750	
Maintenance Worker III	44,554 / 77,967	3.00	3.00	3.00	3.00	129,250	141,750	
Maintenance Worker II	39,520 / 69,159	2.00	3.00	3.00	3.00	95,250	126,000	
Maintenance Worker I	35,360 / 61,879	8.00	5.00	5.00	5.00	116,500	178,000	
Clerical Assistant I (P/T) *	\$ 15.23/hr - 26.65/hr	0.50	0.50	0.00	0.00	13,100	-	
		15.50	14.00	13.50	13.50			
* Position transferred to Roads during FY23		<b>TOTAL SALARIES</b>				\$ 489,700	\$ 612,500	
						Overtime	12,500	20,000
						FICA Taxes	39,050	48,860
						Clothing Allowance	2,560	2,800
						Deferred Compensation	44,800	55,179
						Group Health Insurance Premium	95,500	141,510
						Health Reimbursement Account	27,000	30,000
						Employee Assistance Program	175	206
						Worker's Comp Insurance	48,050	57,115
						Additional Compensation	-	3,450
						<b>Total Personal Services</b>	<b>\$ 759,335</b>	<b>\$ 971,620</b>

## CAPITAL OUTLAY SCHEDULE

### STORMWATER UTILITY DIVISION - TO BE FUNDED FROM STORMWATER UTILITY FUND

#### EXPENDITURES PER FISCAL YEAR

<u>Description</u>	<u>2023/24</u>	<u>2024/25</u>	<u>2025/26</u>	<u>2026/27</u>	<u>2027/28</u>	<u>TO TAL</u>
Walk Behind Concrete Saw	\$ 10,000	\$ -	\$ -	\$ -	\$ -	\$ 10,000
Slip lining	165,000	182,000	200,000	220,000	242,000	1,009,000
	<b>\$ 175,000</b>	<b>\$ 182,000</b>	<b>\$ 200,000</b>	<b>\$ 220,000</b>	<b>\$ 242,000</b>	<b>\$ 1,019,000</b>

### STORMWATER UTILITY DIVISION - TO BE FUNDED FROM DISCRETIONARY SALES TAX

#### EXPENDITURES PER FISCAL YEAR

<u>Description</u>	<u>2023/24</u>	<u>2024/25</u>	<u>2025/26</u>	<u>2026/27</u>	<u>2027/28</u>	<u>TOTAL</u>
Rubber Tire Excavator	\$ 375,000	\$ -	\$ -	\$ -	\$ -	\$ 375,000
Brush Truck	122,000	-	-	-	-	122,000
Backhoe	170,000	-	-	-	-	170,000
Canal Restoration	500,000	-	-	-	-	500,000
Stormwater Facility Pump	60,000	-	-	-	-	60,000
Schumann Drive	-	750,000	-	-	-	750,000
Stonecrop Upstream Drainage	-	305,000	77,500	86,250	-	468,750
Tulip Drive Crossing	-	250,000	-	-	-	250,000
Bayfront Road Crossing	-	-	250,000	-	-	250,000
Ocean Cove Drainage	-	-	-	350,000	-	350,000
	<b>\$ 1,227,000</b>	<b>\$ 1,305,000</b>	<b>\$ 327,500</b>	<b>\$ 436,250</b>	<b>\$ -</b>	<b>\$ 375,000</b>

# CITY OF SEBASTIAN, FLORIDA 2023/2024 ANNUAL BUDGET

## STORMWATER UTILITY DIVISION EXPENDITURES

Code: 163051

Account <u>Number</u>	<u>Description</u>	FY 19/20 <u>Actual</u>	FY 20/21 <u>Actual</u>	FY 21/22 <u>Actual</u>	Amended FY 22/23 <u>Budget</u>	FY 22/23 <u>Projected</u>	Proposed FY 23/24 <u>Budget</u>
<b>PERSONAL SERVICES</b>							
511200	Regular Salaries	422,939	439,120	425,486	568,336	495,350	612,500
511300	Temporary Salaries	11,408	0	0	0	0	0
511400	Overtime	6,412	15,338	15,577	16,000	12,500	20,000
512100	FICA Taxes	33,567	34,134	32,965	45,130	39,050	48,860
512215	Clothing Allowance	1,540	1,450	1,650	1,680	2,560	2,800
512225	Deferred Compensation	37,548	38,840	36,435	49,204	44,800	55,179
512301	Group Health Insurance Premium	83,887	90,988	85,122	142,925	95,500	141,510
512307	Health Reimbursement Account	19,242	23,989	21,117	36,000	27,000	30,000
512309	Employee Assistance Program	201	190	161	206	175	206
512400	Worker's Comp Insurance	37,362	41,748	47,742	56,377	48,050	57,115
512700	Additional Compensation	0	0	0	248		3,450
<b>TOTAL PERSONAL SERVICES</b>		<b>654,105</b>	<b>685,797</b>	<b>666,255</b>	<b>916,106</b>	<b>764,985</b>	<b>971,620</b>
<b>OPERATING EXPENSES</b>							
533100	Professional Services	0	25,971	6,869	17,793	6,000	25,000
533150	Engineering Services	0	28,018	0	0	0	0
533201	Admin Svcs Provided by GF	80,555	89,345	90,989	100,088	100,088	110,097
533400	Other Contractual Services	3,121	6,543	4,693	8,620	3,000	9,505
533411	Permit Fees	0	0	0	7,988	0	0
533420	Pest/Weed Control	27,811	20,347	40,252	65,000	42,000	58,400
533425	Contract Mowing Services	246,700	328,428	421,742	622,342	622,342	607,345
534000	Travel and Per Diem	0	0	1,014	3,520	1,200	4,400
534101	Telephone	668	87	0	0	0	0
534105	Cellular Telephone	1,128	1,160	1,339	2,370	1,340	1,500
534110	Internet Services	448	231	231	960	960	1,680
534120	Postage	385	262	643	2,360	300	625
534310	Electric	9,381	6,813	12,836	8,880	7,150	7,800
534320	Water/Sewer	868	968	1,090	900	1,440	1,620
534380	Trash Pickup/Hauling	1,838	2,797	9,388	7,000	4,000	8,000
534400	Rents and Leases	3,000	0	0	0	0	0
534420	Equipment Leases	19,903	14,704	1,998	18,208	2,400	23,495
534500	Insurance	19,066	22,193	16,563	17,765	17,845	24,510
534620	R & M - Vehicles	18,015	34,664	36,894	24,062	24,000	24,000
534630	R & M - Office Equipment	99	111	142	240	220	780
534640	R & M - Operating Equipment	87,037	89,273	56,997	160,445	120,000	95,000
534920	Legal Ads	1,517	40	523	2,345	360	1,545
535200	Departmental Supplies	4,010	4,981	5,574	7,180	11,000	7,430
535210	Computer Supplies	1,356	0	81	8,700	1,200	24,570
535230	Small Tools and Equipment	2,709	3,199	3,411	5,000	4,200	4,075
535260	Gas and Oil	32,806	43,866	55,815	65,000	60,000	60,000
535270	Uniforms and Shoes	3,543	3,493	3,152	3,265	3,000	4,440
535275	Safety Equipment	2,665	600	1,689	2,900	875	3,550
535310	Road Materials & Supplies	11,304	4,546	8,908	15,000	3,600	15,000
535320	Sod	6,286	3,677	1,850	25,000	14,000	28,000
535350	Cement	4,374	4,061	3,503	18,000	10,850	21,000
535355	Culvert Pipes	19,034	46,674	24,352	68,000	32,000	50,000
535410	Membership & Professional Dues	857	1,761	295	1,488	1,400	1,500
535450	Training and Education	2,848	1,210	5,012	17,470	1,500	14,845
<b>TOTAL OPERATING EXPENDITURES</b>		<b>613,330</b>	<b>790,024</b>	<b>817,843</b>	<b>1,307,889</b>	<b>1,098,270</b>	<b>1,239,712</b>
<b>CAPITAL OUTLAY</b>							
606300	IOTB	0	0	6,962	5,300	5,300	0
606400	Vehicles and Equipment	186,937	123,824	132,110	38,493	38,493	10,000
<b>TOTAL CAPITAL OUTLAY</b>		<b>186,937</b>	<b>123,824</b>	<b>139,071</b>	<b>43,793</b>	<b>43,793</b>	<b>10,000</b>
<b>NON-OPERATING</b>							
909101	Interfund Transfer to Gen Fund 001	0	0	721	0	0	0
909363	Interfund Transfer to Fund 363	29,019	16,503	310,940	361,192	361,192	165,000
<b>TOTAL NON-OPERATING</b>		<b>29,019</b>	<b>16,503</b>	<b>311,661</b>	<b>361,192</b>	<b>361,192</b>	<b>165,000</b>
<b>TOTAL STORMWATER UTILITY</b>		<b>1,483,392</b>	<b>1,616,148</b>	<b>1,934,830</b>	<b>2,628,980</b>	<b>2,268,240</b>	<b>2,386,332</b>
<b>OTHER FINANCING USES</b>							
909990	Unappropriated	486,036	342,514	238,862	0	0	0
<b>TOTAL EXPENDITURES AND OTHER USES</b>		<b>1,969,428</b>	<b>1,958,662</b>	<b>2,173,692</b>	<b>2,628,980</b>	<b>2,268,240</b>	<b>2,386,332</b>

# CITY OF SEBASTIAN, FLORIDA 2023/2024 ANNUAL BUDGET

## LAW ENFORCEMENT FORFEITURE FUND

The Law Enforcement Forfeiture Fund is established pursuant to Section 932.705 for reporting revenues associated with seized or forfeited property by the Police Department under the Florida Contraband Forfeiture Act as well as expenditures related to funding equipment purchases for law enforcement purposes, matching funds for Federal Grants, and to support Drug Treatment Programs, Drug Prevention Programs, School Resource Officer Program, Crime Prevention, or Safe Neighborhood Programs. Expenditures are not budgeted, until individually approved by the City

### **LAW ENFORCEMENT FORFEITURE FUND REVENUE**

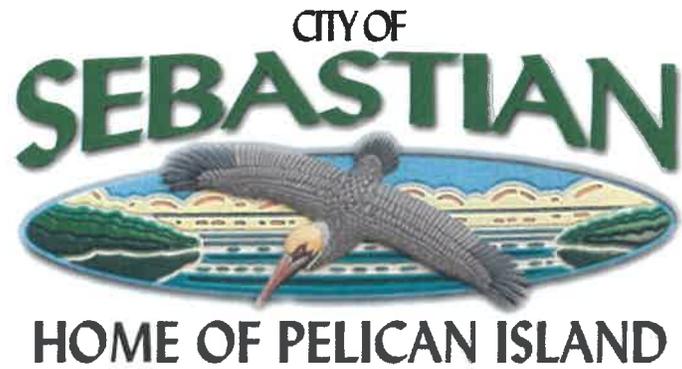
**Code: 190010**

<u>Account Number</u>	<u>Description</u>	<u>FY 19/20</u>	<u>FY 20/21</u>	<u>FY 21/22</u>	<u>Amended</u> <u>FY 22/23</u>	<u>FY 22/23</u>	<u>FY 23/24</u>
		<u>Actual</u>	<u>Actual</u>	<u>Actual</u>	<u>Budget</u>	<u>Projected</u>	<u>Budget</u>
<b>FINES AND FORFEITS</b>							
351200	Confiscated Property	133	15,050	21,315	1,000	100	150
<b>TOTAL FINES AND FORFEITS</b>		<b>133</b>	<b>15,050</b>	<b>21,315</b>	<b>1,000</b>	<b>100</b>	<b>150</b>
<b>MISCELLANEOUS REVENUE</b>							
361100	Interest Income	100	1	303	100	700	750
361105	SBA Interest Earnings	265	49	111	60	350	400
365000	Sale of Surplus	1,300	0	0	0	0	0
369400	Reimbursements	0	0	0	0	0	0
369900	Other Misc. Revenue	0	1,500	1,500	0	0	0
389991	Appropriation from PY Fund Balance	4,274	0	0	0	0	0
<b>TOTAL MISCELLANEOUS REVENUE</b>		<b>5,939</b>	<b>1,550</b>	<b>1,914</b>	<b>160</b>	<b>1,050</b>	<b>1,150</b>
<b>TOTAL LAW ENFORCEMENT FORFEITURE FUND REVENUE</b>		<b>6,072</b>	<b>16,600</b>	<b>23,229</b>	<b>1,160</b>	<b>1,150</b>	<b>1,300</b>

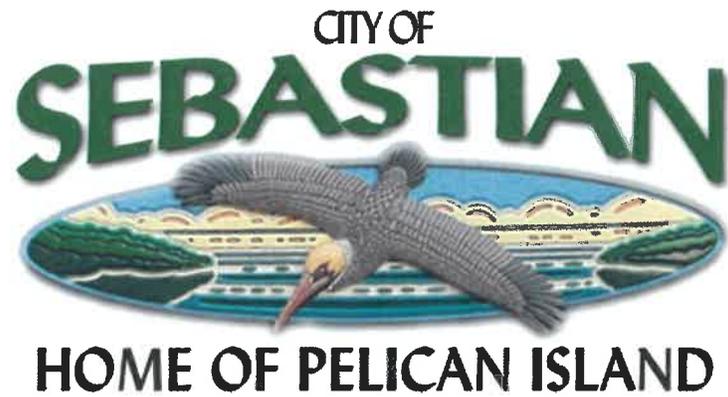
### **LAW ENFORCEMENT FORFEITURE FUND EXPENDITURES**

**Code: 190051**

<u>Account Number</u>	<u>Description</u>	<u>FY 19/20</u>	<u>FY 20/21</u>	<u>FY 21/22</u>	<u>Amended</u> <u>FY 22/23</u>	<u>FY 22/23</u>	<u>FY 23/24</u>
		<u>Actual</u>	<u>Actual</u>	<u>Actual</u>	<u>Budget</u>	<u>Projected</u>	<u>Budget</u>
<b>OPERATING EXPENDITURES</b>							
533100	Professional Services	5,072	0	3,061	0	0	0
535380	Departmental Supplies	0	1,500	0	0	0	0
<b>TOTAL OPERATING EXPENDITURES</b>		<b>5,072</b>	<b>1,500</b>	<b>3,061</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>CAPITAL OUTLAY</b>							
606400	Vehicles and Equipment	0	15,000	0	0	0	0
<b>TOTAL CAPITAL OUTLAY</b>		<b>0</b>	<b>15,000</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>NON-OPERATING</b>							
708199	Other Grants & Aids	1,000	0	0	0	0	0
909990	Unappropriated	0	100	20,168	1,160	1,150	1,300
<b>TOTAL NON-OPERATING</b>		<b>1,000</b>	<b>100</b>	<b>20,168</b>	<b>1,160</b>	<b>1,150</b>	<b>1,300</b>
<b>TOTAL LAW ENFORCEMENT FORFEITURE FUND EXPENDITURES</b>		<b>6,072</b>	<b>16,600</b>	<b>23,229</b>	<b>1,160</b>	<b>1,150</b>	<b>1,300</b>



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CITY OF SEBASTIAN, FLORIDA  
ANNUAL BUDGET  
FISCAL YEAR 2023-2024

***DEBT SERVICE FUNDS***

**Draft as of September 13, 2023**

## **DEBT SERVICE FUNDS**

Debt Service Funds are used to account for the accumulation of pledged funds that are legally restricted to pay the city's general government bonded debt obligations. These Debt Service Funds include the following:

- Stormwater Utility Revenue Bonds/Notes Debt Service Fund

The City currently has no plan for additional debt in the coming fiscal year. Detailed debt service payment schedules are located in the schedules section of this document.

# CITY OF SEBASTIAN, FLORIDA 2023/2024 ANNUAL BUDGET

## **STORMWATER UTILITY REVENUE DEBT SERVICE FUND**

This debt service fund was used to record debt service payments associated with the Stormwater Utility Revenue Bonds, Series 2003. The stormwater utility tax backed revenue bonds were for nineteen (19) years. The Bonds were refinanced using Bank Notes on December 18, 2013. The outstanding debt for this fund will be \$ 400,529 as of Sept 30, 2021. The debt proceeds were used to improve the stormwater system according to the adopted stormwater master plan. The improvement projects included Twin Ditch, Periwinkle Drive, Middle Stonecrop, and Collier Creek. It will be totally paid with the final payment on May 1, 2022.

### **STORMWATER UTILITY REVENUE BONDS/NOTES DEBT SERVICE FUND REVENUE**

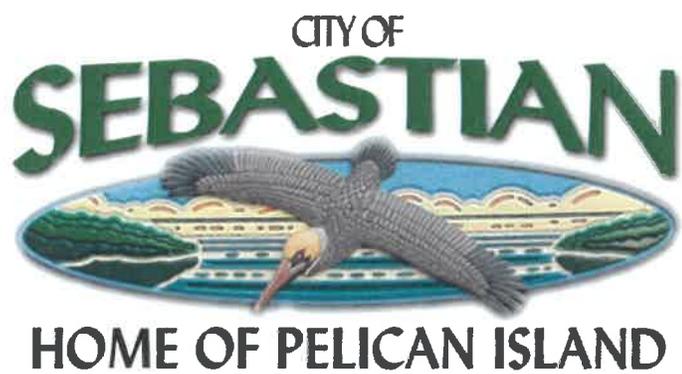
**Code: 263010**

<b>Account</b>	<b>FY 19/20</b>	<b>FY 20/21</b>	<b>FY21/22</b>	<b>Amended</b>	<b>FY 22/23</b>	<b>FY 23/24</b>
<b>Number                      Description</b>	<b>Actual</b>	<b>Actual</b>	<b>Actual</b>	<b>FY 22/23</b>	<b>Projected</b>	<b>Budget</b>
	<b>Budget</b>			<b>Budget</b>		<b>Budget</b>
<b>MISCELLANEOUS REVENUE</b>						
361100 Interest Income	2,165	454	397	0	0	0
<b>TOTAL MISCELLANEOUS REVENUE</b>	<b>2,165</b>	<b>454</b>	<b>397</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>NON-REVENUE SOURCES</b>						
381130 Interfund Trfr from 130 DST	401,355	400,961	220,605	0	0	0
389991 Appropriation from PY Fund Balance	0	0	180,832	0	0	0
<b>TOTAL NON-REVENUE SOURCES</b>	<b>401,355</b>	<b>400,961</b>	<b>401,437</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>TOTAL DEBT SERVICE FUND</b>	<b>403,520</b>	<b>401,415</b>	<b>401,834</b>	<b>0</b>	<b>0</b>	<b>0</b>

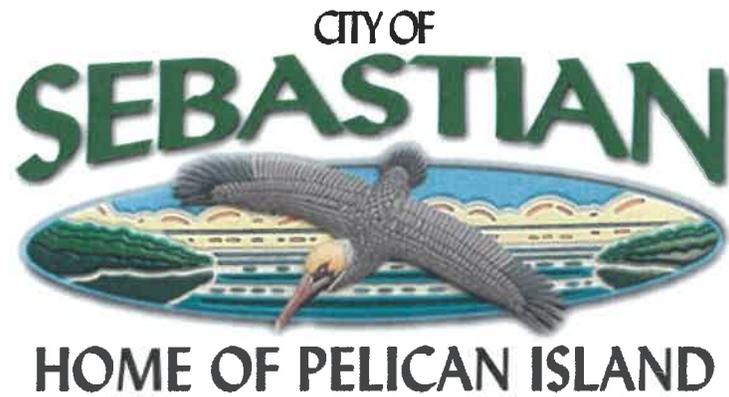
### **STORMWATER UTILITY REVENUE BONDS/NOTES DEBT SERVICE FUND - EXPENDITURES**

**Code: 263051**

<b>Account</b>	<b>FY 19/20</b>	<b>FY 20/21</b>	<b>FY21/22</b>	<b>Amended</b>	<b>FY 22/23</b>	<b>FY 23/24</b>
<b>Number                      Description</b>	<b>Actual</b>	<b>Actual</b>	<b>Actual</b>	<b>FY 22/23</b>	<b>Projected</b>	<b>Budget</b>
	<b>Budget</b>			<b>Budget</b>		<b>Budget</b>
<b>DEBT SERVICE</b>						
707163 Principal - Stormwater Series 2003	382,000	387,000	395,000	0	0	0
707263 Interest - Stormwater Series 2003	20,137	13,529	6,834	0	0	0
909990 Unappropriated	1,383	887	0	0	0	0
<b>TOTAL DEBT SERVICE</b>	<b>403,520</b>	<b>401,416</b>	<b>401,834</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>TOTAL DEBT SERVICE FUND</b>	<b>403,520</b>	<b>401,416</b>	<b>401,834</b>	<b>0</b>	<b>0</b>	<b>0</b>



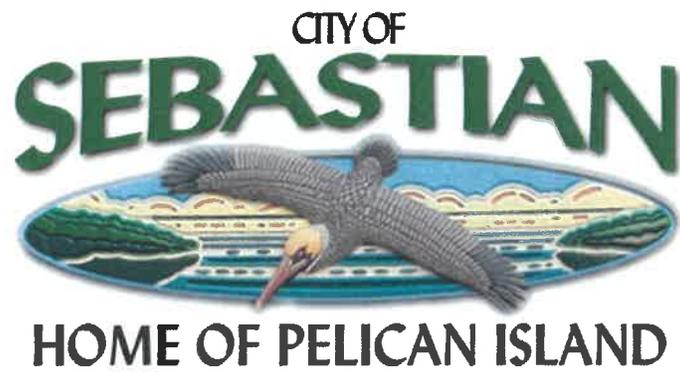
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CITY OF SEBASTIAN, FLORIDA  
ANNUAL BUDGET  
FISCAL YEAR 2023-2024

***ENTERPRISE FUNDS***

**Draft as of September 13, 2023**



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# CITY OF SEBASTIAN, FLORIDA 2023/2024 ANNUAL BUDGET

## MUNICIPAL GOLF COURSE

The Sebastian Golf Course is located in the City of Sebastian off of Main Street at the West entrance to the Airport and provides recreational enjoyment for the citizens of Sebastian and the surrounding communities. The facility includes an 18-hole golf course that is 6,717 yards in length and par 72, driving range, putting and chipping green, restaurant, lounge, and fully stocked Pro Shop. The Golf Course is established as an enterprise fund of the city. The fund is divided into three areas: Administration, Greens Division, and Carts Division.

### GOLF COURSE SUMMARY OF REVENUE / EXPENSES

<u>Description</u>	Amended					
	FY 19/20 <u>Actual</u>	FY 20/21 <u>Actual</u>	FY 21/22 <u>Actual</u>	FY 22/23 <u>Budget</u>	FY 22/23 <u>Projected</u>	FY 23/24 <u>Budget</u>
Total Revenues	\$ 1,527,331	\$ 1,499,032	\$ 1,810,731	\$ 1,883,185	\$ 2,217,031	\$ 1,938,445
Total GC Administration Division	661,002	684,091	673,702	796,532	806,536	973,142
Total GC Greens Division	579,658	595,919	596,146	843,041	773,245	758,515
Total GC Carts Division	108,159	113,203	156,523	752,640	764,235	197,854
Total Expenses	1,348,818	1,393,214	1,426,371	2,392,213	2,344,016	1,929,511
Change in Unrestricted Reserves	\$ 178,514	\$ 105,818	\$ 384,360	\$ (509,028)	\$ (126,985)	\$ 8,934

## GOLF COURSE FUND REVENUE

Code: 410010

The Fiscal Year 2023-2024 proposed budget for Golf Course fund revenue is \$ 1,938,445. This compares to the 2022-2023 projected revenue of \$ 2,217,031, a decrease of \$ 278,586, or -12.57%.

<u>Description</u>	Amended						
	FY 19/20 <u>Actual</u>	FY 20/21 <u>Actual</u>	FY 21/22 <u>Actual</u>	FY 22/23 <u>Budget</u>	FY 22/23 <u>Projected</u>	FY 23/24 <u>Budget</u>	<u>Difference</u>
Charges for services	\$ 1,524,949	\$ 1,498,565	\$ 1,806,956	\$ 1,781,371	\$ 1,917,657	\$ 1,925,245	\$ 7,588
Non-operating revenues	2,382	467	3,775	101,814	299,374	13,200	(286,174)
Use of Unrestricted Reserves	-	-	-	509,028	126,985	-	(126,985)
Total revenues	\$ 1,527,331	\$ 1,499,032	\$ 1,810,731	\$ 2,392,213	\$ 2,344,016	\$ 1,938,445	\$ (405,571)

Fiscal Year 2023-24 Proposed Budget:

Major Current Level Changes from 2022-23 Projected Revenue

	<u>Difference</u>
1. <b>Charges for services</b> - Increase due to additional rounds expected to be played.	\$ 7,588
2. <b>Non-operating revenues</b> - Decrease due to FEMA reimbursement received in the prior year.	\$ (286,174)

# CITY OF SEBASTIAN, FLORIDA 2023/2024 ANNUAL BUDGET

## GOLF COURSE REVENUE

Code: 410010

Account Number	Description	FY 19/20 Actual	FY 20/21 Actual	FY 21/22 Actual	Amended FY 22/23 Budget	FY 22/23 Projected	FY 23/24 Proposed Budget
<b>CHARGES FOR SERVICES</b>							
347501	Green Fees	502,576	492,433	614,643	611,000	671,827	675,000
347502	Cart Rentals	683,628	658,662	782,749	767,000	816,346	820,000
347510	Driving Range Fees	52,385	52,987	65,877	63,000	64,611	65,000
347512	Club Storage Fees	3,185	3,247	3,864	4,176	3,896	4,000
347513	Club Rentals Fees	2,304	2,651	3,688	3,500	3,405	3,500
347521	Membership Fees	101,928	116,149	137,196	138,000	142,223	144,000
347522	Handicap Fees	5,390	4,818	5,016	4,900	5,400	5,450
347523	Resident Card Fees	32,384	30,702	40,194	40,000	48,468	49,000
347530	Non-Taxable Sales	73	51	41	35	35	35
347540	Pro Shop Sales	101,711	94,735	111,866	110,000	123,223	125,000
362100	Rents and Royalties	30,001	30,001	30,000	30,000	30,000	30,000
369400	Reimbursements	2,834	3,258	3,776	3,600	2,149	400
369900	Other Miscellaneous Revenues	2,966	4,728	5,014	2,500	2,500	0
369941	Sales Tax Commissions	360	360	360	360	360	360
369945	Pro Lesson Fees	3,279	3,588	3,095	3,300	3,300	3,500
369995	Cash Over/Short	(54)	194	(425)	0	(86)	0
<b>TOTAL CHARGES FOR SERVICES</b>		<b>1,524,949</b>	<b>1,498,565</b>	<b>1,806,956</b>	<b>1,781,371</b>	<b>1,917,657</b>	<b>1,925,245</b>
<b>NON-OPERATING REVENUE</b>							
331901	FEMA Reimbursement - Federal	0	0	0	66,405	66,405	0
334902	FEMA Reimbursement - State	0	0	0	11,067	11,067	0
361100	Interest Earnings	771	467	2,947	1,000	9,000	9,000
361105	SBA Interest	0	0	828	0	4,200	4,200
364100	Sale of Fixed Assets	1,380	0	0	0	160,360	0
365000	Sale of Surplus	231	0	0	0	0	0
369200	Insurance Proceeds	0	0	0	23,342	48,342	0
<b>TOTAL NON-OPERATING REVENUE</b>		<b>2,382</b>	<b>467</b>	<b>3,775</b>	<b>101,814</b>	<b>299,374</b>	<b>13,200</b>
<b>TOTAL GOLF COURSE REVENUES</b>		<b>1,527,331</b>	<b>1,499,032</b>	<b>1,810,731</b>	<b>1,883,185</b>	<b>2,217,031</b>	<b>1,938,445</b>
<b>USE OF UNRESTRICTED RESERVES</b>		<b>0</b>	<b>0</b>	<b>0</b>	<b>509,028</b>	<b>126,985</b>	<b>0</b>
<b>TOTAL GOLF COURSE SOURCES</b>		<b>1,527,331</b>	<b>1,499,032</b>	<b>1,810,731</b>	<b>2,392,213</b>	<b>2,344,016</b>	<b>1,938,445</b>

# CITY OF SEBASTIAN, FLORIDA 2023/2024 ANNUAL BUDGET

## GOLF COURSE ADMINISTRATION

Administration is responsible for the management of the entire golf course. This includes, but is not limited to: preparing and administering golf course budget; hiring, training and supervision of all employees; promoting the game of golf through lessons and clinics, tournaments and league play; golf shop operations including retail marketing; facility and clubhouse management including the restaurant, advertising and promotions; and golf course maintenance. This division handles all computer operations, monies, and reconciles and balances all cash operations, points of sale, tee times and the web site.

## FISCAL YEAR 2023 ACCOMPLISHMENTS

- ✓ On track to meet or exceed \$1,881,000 in total golf course revenue, (\$135,000 over projections).
- ✓ Green Fee Revenue: \$672,841, (\$61,000 over projections)
- ✓ Cart Fee Revenue: \$813,703, (\$46,700 over projections)
- ✓ Total Golf Rounds: 60,000, (2,000 rounds over projections)
- ✓ Annual Membership Revenue: \$143,038, (\$5,000 over projections)
- ✓ Discount Card Revenue: \$48,635, (\$8,000 over projections)
- ✓ Golf Shop Sales Revenue: \$124,680 (\$14,000 over projections)  
Cost of Golf Shop Merchandise: \$65,142  
Margin: 47.21%
- ✓ Driving Range Revenue: \$59,027
- ✓ Golf Lesson Revenue: \$2,200
- ✓ USGA Golf Handicap Revenue: \$5,568
- ✓ Club Rental Revenue: \$3,092
- ✓ New Manitowoc Ice Machine installed
- ✓ New Range Netting (173mph windload) & range net hardware installed
- ✓ Received 80 new Club Car golf carts with full GPS capability and cart control
- ✓ Through a combined effort and alliance with the Indian River Golf Foundation, offered numerous clinics and playing events for junior golfers, from entry level to experienced Juniors. Also served as Home Course for the Sebastian River High School Boys and Girls Golf Teams.
- ✓ Organized and conducted numerous charitable and special events and also offered DAILY leagues throughout the entire fiscal year.

## FISCAL YEAR 2024 GOALS & OBJECTIVES

- Strive to continue, instill and improve quality, unsurpassed customer service.
- Strive for total revenue to meet or exceed \$1.9 million in revenue and for rounds to meet or exceed 60,500.
- Continue to offer a fully-stocked discount golf shop, complete with quality, name-brand merchandise and competitive prices while fulfilling the wants and needs of our customers.
- In order to ensure a high-degree of repeat play from our customers, continue to offer a variety of daily leagues, tournaments and special / charity events.
- In order to promote the great game of golf, thus ensuring another way to create repeat play from our customers, continue to offer clinics, lessons and other events and continue our long-standing agreement with the Indian River Golf Foundation.
- Continue to place constant attention on all facilities and grounds, ensuring all areas are well-maintained and presentable to the public, with the goal of exceeding expectations, especially when related to all golf course grounds and turf, with heavy emphasis on (in order) greens, tees & fairways.

# CITY OF SEBASTIAN, FLORIDA 2023/2024 ANNUAL BUDGET

## PERFORMANCE MEASURES

SERVICE PROGRAM	Actual 2019/2020	Actual 2020/2021	Actual 2021/2022	Projected 2022/2023	Projected 2023/2024
Number of Annual Fees Sold	152	174	91	139	159
Single Resident	72	115	57	88	112
Family Resident	80	59	34	51	47
Resident/Discount Cards	693	740	700	780	885
<b>TOTAL ANNUAL FEES SOLD</b>	<b>845</b>	<b>914</b>	<b>791</b>	<b>919</b>	<b>1,044</b>
Annual Fee Rounds	10,917	12,665	13,588	13,000	13,428
Daily Fee Rounds	41,474	42,654	46,241	45,000	47,100
<b>TOTAL NUMBER OF ROUNDS PLAYED</b>	<b>52,391</b>	<b>55,319</b>	<b>59,829</b>	<b>58,000</b>	<b>60,528</b>

## GOLF COURSE ADMINISTRATION PROGRAM BUDGET DESCRIPTION

STAFFING		NATURE OF ACTIVITY
22/23	23/24	
30.00%	30.00%	<b>General Supervision</b> - Provide effective, responsive and professional management, direction, control of daily golf operations, including training and forethought for innovative and practical improvements.
20.00%	20.00%	<b>Pro Shop</b> - Provide friendly, consistent quality service to the public. The result of this direct contact combined with the amenities offered, produces customer satisfaction.
20.00%	20.00%	<b>Control of Course Play</b> - Provide for orderly starting of play, speed and flow of play, and prevention of free play and abuse to golf course grounds, to enhance the enjoyment of the game as well as promoting return play.
20.00%	20.00%	<b>Golf Course Administration</b> - Supervise all Golf Course operations, preparation of budget, supervision of capital improvement programs.
10.00%	10.00%	<b>Promote the Game of Golf</b> - Provide golf instruction, junior and adult clinics, golf tournaments, charity events, speaking engagements, advertisements, and other creative measures to attract and promote return play to Sebastian Golf Course
100.00%	100.00%	

# CITY OF SEBASTIAN, FLORIDA 2023/2024 ANNUAL BUDGET

## GOLF COURSE ADMINISTRATION BUDGET SUMMARY

The Fiscal Year 2023-2024 proposed budget for Golf Course Administration, excluding budgeted contingency, is \$ 964,208. This compares to the 2022-2023 projected expenses of \$ 806,536, an increase of \$ 157,672, or 19.55%

	Amended						Difference
	FY 19/20	FY 20/21	FY 21/22	FY 22/23	FY 22/23	FY 23/24	
	Actual	Actual	Actual	Budget	Projected	Budget	
Personal Services	\$ 280,310	\$ 297,091	\$ 259,508	\$ 295,197	\$ 276,995	\$ 341,635	\$ 64,640
Operating Expenses	372,479	379,181	409,859	401,140	429,346	471,809	42,463
Capital Outlay	-	-	-	28,986	28,986	42,300	13,314
Transfers	8,213	7,819	4,335	71,209	71,209	117,398	46,189
Contingency	178,514	105,818	-	90,000	-	8,934	8,934
<b>Total</b>	<b>\$ 661,002</b>	<b>\$ 684,091</b>	<b>\$ 673,702</b>	<b>\$ 796,532</b>	<b>\$ 806,536</b>	<b>\$ 973,142</b>	<b>\$ 166,606</b>

Fiscal Year 2023-24 Proposed Budget:

Major Current Level Changes from Fiscal Year 2022-23 Projected Expenses:

	<u>Difference</u>
<b>1. Personal Services</b> - Increase due to a reclass, negotiated pay increases, and insurance costs.	\$ 64,640
<b>2. Operating Expenses</b> - Increase due primarily to insurance rate increases.	\$ 42,463
<b>3. Capital Outlay</b> - Increase due to new clubhouse doors requested this year.	\$ 13,314
<b>4. Transfers</b> - Increase due to higher loan repayment amount this year.	\$ 46,189

## PERSONAL SERVICES SCHEDULE

### GOLF COURSE ADMINISTRATION

POSITION	PAY RANGE	FULL TIME EQUIVALENTS				Projected Expense 22/23	Budget 23/24
		Amended					
		21/22	22/23	22/23	23/24		
Golf Course Director	76,216 / 133,370	1.00	1.00	1.00	1.00	\$ 119,575	\$ 125,500
Assistant Golf Pro	44,554 / 77,967	0.50	0.50	0.50	1.00	27,000	44,500
Administrative Assistant	37,440 / 65,519	1.00	1.00	1.00	1.00	33,500	37,500
Cashier (P/T)	\$ 14.50/hr - \$ 25.37/hr	1.50	1.50	1.50	1.50	45,000	60,250
		4.00	4.00	4.00	4.50		
		<b>TOTAL SALARIES</b>				<b>\$ 225,075</b>	<b>\$ 267,750</b>
						Overtime	2,000
						Lesson Bonus	2,400
						FICA Taxes	20,893
						Deferred Compensation	19,193
						Group Health Insurance Premium	20,139
						Health Reimbursement Account	4,000
						Employee Assistance Program	48
						Worker's Comp Insurance	4,262
						Additional Compensation	950
						<b>Total Personal Services</b>	<b>\$ 276,995</b>
							<b>\$ 341,635</b>

# CITY OF SEBASTIAN, FLORIDA 2023/2024 ANNUAL BUDGET

## CAPITAL OUTLAY SCHEDULE

### GOLF COURSE ADMINISTRATION - TO BE FUNDED BY GOLF COURSE FUND

<u>Description</u>	<u>EXPENDITURES PER FISCAL YEAR</u>					<u>TOTAL</u>
	<u>2023/24</u>	<u>2024/25</u>	<u>2025/26</u>	<u>2026/27</u>	<u>2027/28</u>	
Clubhouse Doors	\$ 35,000	\$ -	\$ -	\$ -	\$ -	\$ 35,000
Golf Shop and Office Carpet	3,800	-	-	-	-	3,800
Ball Washer	3,500	\$ -	-	-	-	3,500
Ice Machine	-	-	-	-	10,000	10,000
	<u>\$ 42,300</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 10,000</u>	<u>\$ 52,300</u>

# CITY OF SEBASTIAN, FLORIDA 2023/2024 ANNUAL BUDGET

## GOLF COURSE ADMINISTRATION DIVISION

Code: 410110

Account Number	Description	FY 19/20 Actual	FY 20/21 Actual	FY 21/22 Actual	Amended FY 22/23 Budget	FY 22/23 Projected	FY 23/24 Proposed Budget
<b>PERSONAL SERVICES :</b>							
511200	Regular Salaries	206,950	223,468	199,310	234,191	225,075	267,750
511400	Overtime	2,557	1,738	1,430	2,500	2,000	2,000
511500	Lesson Bonus	1,729	2,465	1,646	2,400	1,400	2,400
512100	FICA Taxes	15,706	16,705	17,729	18,289	17,500	20,893
512225	Deferred Compensation	14,461	15,735	16,680	14,233	14,000	19,193
512301	Group Health Insurance Premium	27,076	24,145	16,547	15,158	10,900	20,139
512307	Health Reimbursement Account	8,009	8,051	1,950	4,000	2,000	4,000
512309	Employee Assistance Program	32	32	29	32	32	48
512400	Worker's Comp Insurance	3,791	4,753	4,187	4,394	4,088	4,262
512700	Additional Compensation	0	0	0	0	0	950
<b>TOTAL PERSONAL SERVICES</b>		<b>280,310</b>	<b>297,091</b>	<b>259,508</b>	<b>295,197</b>	<b>276,995</b>	<b>341,635</b>
<b>OPERATING EXPENSES :</b>							
347541	Cost of Sales-Pro Shop	79,444	70,345	86,291	65,000	90,000	95,000
533100	Professional Services	3,302	3,270	3,762	3,400	4,400	8,600
533200	Audit Fees	3,294	3,593	2,515	3,952	3,952	4,179
533201	Admin Services provided by GF	97,185	106,065	106,065	116,672	116,672	122,296
533400	Other Contractual Services	320	200	3,106	250	250	250
533420	Pest/Weed Control	824	888	888	1,000	950	1,000
534000	Travel and Per Diem	0	0	207	0	0	0
534101	Telephone	3,883	527	130	0	0	0
534105	Cellular Telephone	352	263	270	360	120	120
534110	Internet Access	464	461	265	30	37	40
534120	Postage	78	26	14	100	45	100
534310	Electric	12,827	13,818	16,716	18,120	18,350	20,100
534320	Water/Sewer	11,992	10,840	9,182	9,300	10,380	11,400
534420	Equipment Leases	705	644	628	645	625	625
534445	Airport Property Lease	106,000	106,135	106,135	106,370	106,370	106,864
534500	Insurance	8,227	11,678	13,250	14,575	15,330	34,460
534610	R & M - Buildings	565	3,105	3,349	2,300	4,000	5,000
534630	R & M - Office Equipment	518	423	419	480	600	600
534640	R & M - Operating Equipment	0	0	50	0	0	0
534845	Golf Course Promotions	0	17	0	0	0	0
534846	Golf Course Advertising	0	0	0	0	0	0
535200	Departmental Supplies	2,294	2,293	3,361	2,700	2,525	3,000
535205	Bank Charges	31,296	33,703	42,326	43,000	43,000	45,000
535210	Computer Supplies	0	280	54	0	0	0
535220	Cleaning Supplies	2,363	3,505	3,845	5,811	4,200	5,500
535270	Uniforms and Shoes	0	0	0	0	500	500
535410	Dues and Memberships	0	512	525	525	525	575
535710	Non-Ad Valorem Tax	6,545	6,590	6,507	6,550	6,515	6,600
<b>TOTAL OPERATING EXPENSES</b>		<b>372,479</b>	<b>379,181</b>	<b>409,859</b>	<b>401,140</b>	<b>429,346</b>	<b>471,809</b>
<b>CAPITAL OUTLAY:</b>							
606220	Building Improvements	0	0	0	0	0	38,800
606400	Vehicles and Equipment	0	0	0	28,986	28,986	3,500
606900	Infrastructure	0	0	0	0	0	0
<b>TOTAL CAPITAL OUTLAY</b>		<b>0</b>	<b>0</b>	<b>0</b>	<b>28,986</b>	<b>28,986</b>	<b>42,300</b>
<b>NON-OPERATING EXPENSES</b>							
909101	Interfund Trfr to 001 GF	0	0	0	35,000	35,000	80,000
909480	Interfund Trfr to 480 Bldg	8,213	7,819	4,335	36,209	36,209	37,398
<b>TOTAL NON-OPERATING EXPENSES</b>		<b>8,213</b>	<b>7,819</b>	<b>4,335</b>	<b>71,209</b>	<b>71,209</b>	<b>117,398</b>
<b>TOTAL GOLF COURSE ADMINISTRATION</b>		<b>661,002</b>	<b>684,091</b>	<b>673,702</b>	<b>796,532</b>	<b>806,536</b>	<b>973,142</b>
<b>OTHER FINANCING USES</b>							
909990	Unappropriated	178,514	105,818	0	90,000	0	8,934
<b>TOTAL EXPENDITURES AND OTHER USES</b>		<b>839,516</b>	<b>789,909</b>	<b>673,702</b>	<b>886,532</b>	<b>806,536</b>	<b>987,806</b>

# CITY OF SEBASTIAN, FLORIDA 2023/2024 ANNUAL BUDGET

## GOLF COURSE GREENS DIVISION

The Golf Course Greens Division is responsible for administration of an independent golf course maintenance contract which will ensure that the overall care and quality of the golf course is compatible to maintaining high standards, thus ensuring a quality golf course with excellent turf conditions which will guarantee repeat play from our customers, as well as create an excellent image and respectability among the golf course community throughout the State of Florida.

### FISCAL YEAR 2023 ACCOMPLISHMENTS

- ✓ Maintained all necessary reports and data as required by the St. Johns River Water Management District and delivered these reports to St. Johns in a timely manner. In addition, all general monthly reports were completed in a timely manner by International Golf Maintenance, the turf-maintenance provider for SMGC.
- ✓ Numerous soil analysis tests performed throughout the year.
- ✓ Several organic products put into use and results have been successful.
- ✓ New equipment has been added by International Golf Maintenance included Kubota Tractor, zero-turn mower, triplex greens mower and bunker rake machine.
- ✓ Throughout the year, received several favorable comments toward condition of entire golf course, with emphasis on the greens.
- ✓ Installed 18 inch ABS drainage pipe at hole #15, which will immensely help drainage and aesthetics in the area.

### FISCAL YEAR 2024 GOALS AND OBJECTIVES

- Maintain an excellent working relationship with our golf course maintenance contractor, International Golf Maintenance, Inc. and always keep lines of communication open and available with the Head Golf Course Superintendent and all maintenance staff.
- Strive to maintain entire golf course in the best condition possible, with heavy emphasis on green speed and ball roll on the putting greens.
- Monitor all equipment selections, usage and maintenance in order to make certain that the equipment is in the best possible working condition and hydraulic leaks are kept to a minimum.
- Continue to meet with the Superintendent and/or Assistant Superintendent daily to address any and all concerns, discuss upcoming events, weather, and any irrigation issues, etc.
- Understanding that our patrons like to see yearly improvement, continue to look at all golf course areas and look for ways to improve areas economically and efficiently as possible.
- Plans underway to rebuild and improve sand bunkers.
- Continue to use organic products for turf and organism control.
- Current contract with golf maintenance provider, International Golf Maintenance, Inc. allows for an additional 5 years added to the contract as long as both parties (City and IGM) mutually agree. Negotiations have already started.

### PERFORMANCE MEASURES

Performance Indicators	Actual 2019/2020	Actual 2020/2021	Actual 2021/2022	Projected 2022/2023	Projected 2023/2024
Greens (Acres)	4	4	4	4	4
Tees (Acres)	4	4	4	4	4
Fairways (Acres)	22	22	22	22	22
Rough - Bermuda / Bahia (Acres)	35 / 25	35 / 25	35 / 25	35 / 25	35 / 25
Sand Bunkers (Acres)	4	4	4	4	4
Lakes and Ponds (Linear Feet)	10,000	10,000	10,000	10,000	10,000
Non-Play Area (Acres)	30	30	30	30	30
Holes Maintained	18	18	18	18	18
Practice areas (acres total)	5	5	5	5	5

# CITY OF SEBASTIAN, FLORIDA 2023/2024 ANNUAL BUDGET

## GOLF COURSE GREENS PROGRAM BUDGET DESCRIPTION

STAFFING		NATURE OF ACTIVITY
22/23	23/24	
85.00%	85.00%	<b>Golf Course Maintenance</b> - Provide administrative oversight of independent golf course maintenance contract which provides daily turf care resulting in the quality appearance and playability of the golf course. Keeping the golf course in the best possible condition throughout the year adds to the enjoyment of the customers and insures return play.
15.00%	15.00%	<b>Equipment Maintenance</b> - Continue tracking equipment use and repair to insure proper maintenance and availability of equipment.
100.00%	100.00%	

## GOLF COURSE GREENS DIVISION BUDGET SUMMARY

The Fiscal Year 2023-2024 proposed budget for Golf Course Greens Division is \$ 758,515. This compares to the 2022-2023 projected expenses of \$ 773,245, a decrease of \$ 14,730, or -1.9%.

	FY 19/20		FY 20/21		FY 21/22		Amended FY 22/23		FY 22/23		FY 23/24	
	Actual	Actual	Actual	Actual	Actual	Budget	Projected	Budget	Projected	Budget	Difference	
Operating Expenses	\$ 579,658	\$ 582,490	\$ 596,146	\$ 688,569	\$ 684,419	\$ 708,515	\$ 24,096					
Capital Outlay	-	13,429	-	154,472	88,826	50,000	(38,826)					
Non-Operating	-	-	-	-	-	-	-					
<b>Total</b>	<b>\$ 579,658</b>	<b>\$ 595,919</b>	<b>\$ 596,146</b>	<b>\$ 843,041</b>	<b>\$ 773,245</b>	<b>\$ 758,515</b>	<b>\$ (14,730)</b>					

Fiscal Year 2023-24 Proposed Budget:

Major Current Level Changes from Fiscal Year 2022-23 Projected Expenses:

<b>1. Operating Expenses</b> - Increase due primarily to contractual increase in maintenance contract.	\$ 24,096
<b>2. Capital Outlay</b> - Decrease due to netting project completed in the prior year.	\$ (38,826)
<b>3. Non-Operating</b> - No change.	\$ -

# CITY OF SEBASTIAN, FLORIDA 2023/2024 ANNUAL BUDGET

## GOLF COURSE GREENS DIVISION

Code: 410120

<u>Account Number</u>	<u>Description</u>	<u>FY 19/20</u> <u>Actual</u>	<u>FY 20/21</u> <u>Actual</u>	<u>FY 21/22</u> <u>Actual</u>	<u>Amended</u> <u>FY 22/23</u> <u>Budget</u>	<u>FY 22/23</u> <u>Projected</u>	<u>FY 23/24</u> <u>Proposed</u> <u>Budget</u>
<b>OPERATING EXPENSES</b>							
533420	Pest/Weed Control	120	120	120	120	120	120
533445	Groundskeeping Service	557,313	557,313	568,460	649,554	649,554	662,545
534310	Electric	12,053	14,290	19,048	20,400	16,250	17,100
534610	R & M - Buildings	0	0	388	1,000	1,000	1,000
534640	R & M - Operating Equipment	82	0	0	0	0	0
534680	R & M - Irrigation Systems	7,216	7,880	7,760	9,745	9,745	20,000
534685	R & M - Grounds Maintenance	2,798	2,637	370	7,500	7,500	7,500
535200	Departmental Supplies	75	250	0	250	250	250
<b>TOTAL OPERATING EXPENSES</b>		<b>579,658</b>	<b>582,490</b>	<b>596,146</b>	<b>688,569</b>	<b>684,419</b>	<b>708,515</b>
<b>CAPITAL OUTLAY</b>							
606300	Improvements Other Than Buildings	0	0	0	154,472	88,826	0
606400	Vehicles and Equipment	0	13,429	0	0	0	0
606900	Infrastructure	0	0	0	0	0	50,000
<b>TOTAL CAPITAL OUTLAY</b>		<b>0</b>	<b>13,429</b>	<b>0</b>	<b>154,472</b>	<b>88,826</b>	<b>50,000</b>
<b>TOTAL GREENS DIVISION</b>		<b>579,658</b>	<b>595,919</b>	<b>596,146</b>	<b>843,041</b>	<b>773,245</b>	<b>758,515</b>

## CAPITAL OUTLAY SCHEDULE

### GOLF COURSE GREENS DIVISION - TO BE FUNDED FROM GOLF COURSE OPERATIONS

<u>Description</u>	<u>EXPENDITURES PER FISCAL YEAR</u>					<u>TOTAL</u>
	<u>2023/24</u>	<u>2024/25</u>	<u>2025/26</u>	<u>2026/27</u>	<u>2027/28</u>	
Bunker Renovations	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 250,000
	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 250,000

# CITY OF SEBASTIAN, FLORIDA 2023/2024 ANNUAL BUDGET

## GOLF COURSE CARTS DIVISION

The Golf Course Carts Division, many times, provides the first and last contact with customers. Duties include maintaining golf carts in operational and clean condition for customers, service driving range and water station, maintain and clean all surrounding areas including the cart barn, cart staging area, cart wash area, starter station, locker room and driving range. Facilitates preventative maintenance on golf carts including battery checks, greasing and tire pressure.

### FISCAL YEAR 2023 ACCOMPLISHMENTS

- ✓ Received new fleet of Club Car Tiempo electric (lead-acid battery) golf carts, complete with windshield, golf bag protector, sand canisters and fully-functional GPS with cart control, message, yardage, course/hole layout and data features.
- ✓ In process of selling old fleet of cart, currently averaging @ \$2,250 per cart, which is @ \$500 more per cart than what the trade-in value would have been from Club Car.
- ✓ Over 10,000 range balls added to driving range throughout fiscal year, all at no cost to the golf course.
- ✓ Maintained all carts, concentrating on battery, tire and steering components.
- ✓ Maintained all outside areas around cart staging area including cart barn, starter’s house, ice station, locker room and cart wash area.
- ✓ Added sun canopy at cart wash area for the safety and comfort of our employees.
- ✓ Rehabilitated Range Servant ball picker, saving over \$7,000 when compared to purchasing a new picker.

### FISCAL YEAR 2024 GOALS AND OBJECTIVES

- Continue to offer quality, unsurpassed customer service, always greeting customers with a smile and helping our customers in any way possible.
- Continue to maintain cart fleet with attention to cleanliness, batteries, grease fittings and water level in batteries.
- Strive to maintain areas around the cart staging area, cart barn, starter station and ice water shed in order for the areas to be acceptable and appealing to our patrons.
- Continue to provide a ranger on the golf course during peak-play periods.
- Continue to offer a quality, clean range ball at little to no cost to the golf course.
- Purchase new range ball washer

### PERFORMANCE MEASURES

Performance Indicators	Actual 2019/2020	Actual 2020/2021	Actual 2021/2022	Projected 2022/2023	Projected 2023/2024
Electric Golf Carts	80	80	80	80	80
Tires Maintained	324	324	324	324	324
Grease Fittings Maintained	324	324	324	324	324
Range Carts	1	1	1	1	1
Ranger Carts	0	0	0	0	0
Batteries Maintained	481	481	481	481	481
Beverage Carts	0	0	0	0	0

# CITY OF SEBASTIAN, FLORIDA 2023/2024 ANNUAL BUDGET

## GOLF COURSE CARTS DIVISION PROGRAM BUDGET DESCRIPTION

<i>STAFFING</i>		<i>NATURE OF ACTIVITY</i>
<i>22/23</i>	<i>23/24</i>	
30.00%	30.00%	<b>General Maintenance and Care of Golf Carts</b> - Clean and maintain golf carts in operational condition for guests use and maintain operational cart barn.
30.00%	30.00%	<b>Golf Course Facilities</b> - Maintenance and care of Cart Barn, Driving Range, Water Station, and general area around Golf Shop and starter area.
40.00%	40.00%	<b>Customer Service</b> - Provide unsurpassed customer service to our members.
100.00%	100.00%	

## GOLF COURSE CARTS DIVISION BUDGET SUMMARY

The Fiscal Year 2023-2024 proposed budget for Golf Course Carts Division is \$ 197,854. This compares to the 2022-2023 projected expenses of \$ 764,235, a decrease of \$ 566,381, or -74.11%.

	FY 19/20		FY 20/21		FY 21/22		Amended FY 22/23		FY 22/23		FY 23/24	
	Actual	Actual	Actual	Actual	Actual	Budget	Projected	Budget	Budget	Difference		
Personal Services	\$ 99,041	\$ 107,828	\$ 143,091	\$ 148,190	\$ 154,435	\$ 167,160	\$ 12,725					
Operating Expenses	1,108	2,587	12,542	75,810	81,160	30,694	(50,466)					
Capital Outlay	3,716	-	-	528,640	528,640	-	(528,640)					
Debt Service	4,294	2,789	890	-	-	-	-					
<b>Total</b>	<b>\$ 108,159</b>	<b>\$ 113,203</b>	<b>\$ 156,523</b>	<b>\$ 752,640</b>	<b>\$ 764,235</b>	<b>\$ 197,854</b>	<b>\$ (566,381)</b>					

Fiscal Year 2023-24 Proposed Budget:

Major Current Level Changes from Fiscal Year 2022-23 Projected Expenses:

	Difference
<b>1. Personal Services</b> - Increase due to negotiated pay increases.	\$ 12,725
<b>2. Operating Expenses</b> - Decrease due to reduction in golf cart repairs needed.	\$ (50,466)
<b>3. Capital Outlay</b> - Decrease due to carts purchased in the prior year.	\$ (528,640)
<b>4. Debt Service</b> - No change.	\$ -

# CITY OF SEBASTIAN, FLORIDA 2023/2024 ANNUAL BUDGET

## PERSONAL SERVICES SCHEDULE

### GOLF COURSE CARTS DIVISION

<u>POSITION</u>	<u>PAY RANGE</u>	<u>FULL TIME EQUIVALENTS</u>				<u>Projected</u>	<u>Budget</u>
		<u>Amended</u>				<u>Expense</u>	
		<u>21/22</u>	<u>22/23</u>	<u>22/23</u>	<u>23/24</u>	<u>22/23</u>	<u>23/24</u>
Cart Attendants (P/T) *	\$ 13.51/hr - \$ 23.64/hr	5.00	5.00	5.00	5.00	\$ 136,000	\$ 147,750
		5.00	5.00	5.00	5.00		
	<b>TOTAL SALARIES</b>					\$ 136,000	\$ 147,750
* (5) P/T Cart Attendants	Overtime					5,500	4,801
equals (10) positions	FICA Taxes					10,825	11,709
	Worker's Compensation					2,110	2,400
	Additional Compensation					0	500
	<b>Total Personal Services</b>					<b>\$ 154,435</b>	<b>\$ 167,160</b>

# CITY OF SEBASTIAN, FLORIDA 2023/2024 ANNUAL BUDGET

## GOLF COURSE CARTS DIVISION

Code: 410130

Account Number	Description	FY 19/20 Actual	FY 20/21 Actual	FY 21/22 Actual	Amended FY 22/23 Budget	FY 22/23 Projected	FY 23/24 Proposed Budget
<b>PERSONAL SERVICES</b>							
511200	Regular Salaries	86,967	95,198	125,785	130,500	136,000	147,750
511400	Overtime	3,486	3,284	5,287	4,800	5,500	4,800
512100	FICA Taxes	7,060	7,528	9,941	10,352	10,825	11,710
512400	Worker's Comp Insurance	1,528	1,817	2,077	2,538	2,110	2,400
512700	Additional Compensation	0	0	0	0	0	500
<b>TOTAL PERSONAL SERVICES</b>		<b>99,041</b>	<b>107,828</b>	<b>143,091</b>	<b>148,190</b>	<b>154,435</b>	<b>167,160</b>
<b>OPERATING EXPENSES</b>							
533400	Other Contractual Services	0	0	0	0	7,200	26,800
533420	Pest/Weed Control	144	144	144	144	144	144
534610	R & M - Buildings	41	823	503	4,000	2,000	2,000
534640	R & M-Operating Equipment	783	1,501	11,614	71,316	71,316	750
535200	Departmental Supplies	140	108	190	250	400	500
535220	Cleaning Supplies	0	11	92	100	100	200
535230	Small Tools and Equipment	0	0	0	0	0	300
<b>TOTAL OPERATING EXPENSES</b>		<b>1,108</b>	<b>2,587</b>	<b>12,542</b>	<b>75,810</b>	<b>81,160</b>	<b>30,694</b>
<b>CAPITAL OUTLAY</b>							
606400	Vehicles and Equipment	3,716	0	0	528,640	528,640	0
<b>TOTAL CAPITAL OUTLAY</b>		<b>3,716</b>	<b>0</b>	<b>0</b>	<b>528,640</b>	<b>528,640</b>	<b>0</b>
<b>NON-OPERATING EXPENSES</b>							
707145	Principal - Golf Course Loan	0	0	0	0	0	0
707245	Interest - Golf Course Loan	4,294	2,789	890	0	0	0
<b>TOTAL NON-OPERATING EXPENSES</b>		<b>4,294</b>	<b>2,789</b>	<b>890</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>TOTAL CARTS DIVISION</b>		<b>108,159</b>	<b>113,203</b>	<b>156,523</b>	<b>752,640</b>	<b>764,235</b>	<b>197,854</b>

# CITY OF SEBASTIAN, FLORIDA 2023/2024 ANNUAL BUDGET

## MUNICIPAL AIRPORT

City of Sebastian operates a 625 acre municipal airport through the establishment of an enterprise fund. The airport property was deeded to the city in 1959 by the federal government. The main source of revenue to support the airport operations is lease revenue. The airport receives federal and state government grants to fund airport capital projects, which are accounted in the city's capital improvement fund. Since the year 2000, the Airport has been involved in over \$10 million in capital improvements, all of which to better develop the facilities and economic growth.

<u>Description</u>	FY 19/20	FY 20/21	FY 21/22	Amended		FY 23/24
	<u>Actual</u>	<u>Actual</u>	<u>Actual</u>	<u>Budget</u>	<u>Projected</u>	<u>Budget</u>
Total Revenues	\$ 593,366	\$ 579,785	\$ 619,561	\$ 696,506	\$ 736,874	\$ 758,570
Total Airport Administration	\$ 398,338	\$ 520,947	\$ 480,585	\$ 682,466	\$ 689,176	\$ 851,383
Change in Unrestricted Reserves	\$ 195,028	\$ 58,838	\$ 138,976	\$ 14,040	\$ 47,698	\$ (92,813)

### AIRPORT FUND REVENUE

**Code: 450010**

The Fiscal Year 2023-2024 proposed budget for Airport fund revenue is \$ 758,570. This compares to the 2022-2023 projected Airport fund revenue of \$736,874, an increase of \$ 21,696, or 2.90%.

<u>Description</u>	FY 19/20	FY 20/21	FY 21/22	Amended		FY 23/24	Difference
	<u>Actual</u>	<u>Actual</u>	<u>Actual</u>	<u>Budget</u>	<u>Projected</u>	<u>Budget</u>	
Operating revenue	\$ 535,141	\$ 557,469	\$ 577,585	\$ 639,830	\$ 651,660	\$ 723,940	\$ 72,280
Non-operating revenues	58,225	22,316	41,977	56,676	85,214	34,630	(50,584)
Use of Unrestricted Reserves	-	-	-	-	-	102,267	102,267
Total revenues and other sources	\$ 593,366	\$ 579,785	\$ 619,561	\$ 696,506	\$ 736,874	\$ 860,837	\$ 123,963

Fiscal Year 2023-24 Proposed Budget:

Major Current Level Changes from Fiscal Year 2022-23 Projected Revenue:

	<u>Difference</u>
<b>1. Operating revenue</b> - Increase due to contractual rent increases and new lease for Hangar D.	\$ 72,280
<b>2. Non-operating revenues</b> - Decrease due to FEMA reimbursement expected in prior year and sale of a large piece of equipment.	\$ (50,584)

# CITY OF SEBASTIAN, FLORIDA 2023/2024 ANNUAL BUDGET

## AIRPORT REVENUE

Code: 450010

<u>Account Number</u>	<u>Description</u>	<u>FY 19/20 Actual</u>	<u>FY 20/21 Actual</u>	<u>FY 21/22 Actual</u>	<u>Amended FY 22/23 Budget</u>	<u>FY 22/23 Projected</u>	<u>Proposed FY 23/24 Budget</u>
<b>OPERATING REVENUE</b>							
362150	Nontaxable Rents	119,371	119,506	119,506	176,601	176,600	177,095
362100	Rents and Royalties	354,203	375,889	396,056	401,260	413,765	485,540
369900	Other Miscellaneous Revenues	61,294	61,792	61,761	61,689	61,020	61,030
369941	Sales Tax Commission	273	282	261	280	275	275
<b>TOTAL OPERATING REVENUE</b>		<b>535,141</b>	<b>557,469</b>	<b>577,585</b>	<b>639,830</b>	<b>651,660</b>	<b>723,940</b>
<b>OTHER NON-OPERATING REVENUE:</b>							
331451	FAA Federal Grant	30,000	0	0	0	0	0
331901	FEMA Federal Reimbursement	0	0	0	27,626	27,626	0
334902	FEMA State Reimbursement	0	0	0	4,604	4,604	0
361100	Interest Earnings	2,939	869	(290)	725	6,450	6,750
361105	SBA Interest	0	0	1,042	0	3,750	4,000
364100	Sale of Fixed Assets	2,945	0	1,825	0	0	0
365000	Sale of Surplus Materials/Scrap	0	0	11,834	0	18,934	0
366000	Contributions & Donations	0	0	0	0	0	0
369400	Reimbursements	17,649	21,447	23,922	23,721	23,850	23,880
381001	Transfer from Fund 001 GF	4,691	0	3,643	0	0	0
<b>TOTAL OTHER NON-OPERATING REVENUE</b>		<b>58,225</b>	<b>22,316</b>	<b>41,977</b>	<b>56,676</b>	<b>85,214</b>	<b>34,630</b>
<b>TOTAL AIRPORT REVENUES</b>		<b>593,366</b>	<b>579,785</b>	<b>619,561</b>	<b>696,506</b>	<b>736,874</b>	<b>758,570</b>
<b>USE OF UNRESTRICTED RESERVES</b>		<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>92,813</b>
<b>TOTAL AIRPORT SOURCES</b>		<b>593,366</b>	<b>579,785</b>	<b>619,561</b>	<b>696,506</b>	<b>736,874</b>	<b>851,383</b>

# CITY OF SEBASTIAN, FLORIDA 2023/2024 ANNUAL BUDGET

## AIRPORT ADMINISTRATION

The Airport Director is responsible for Airport Operations to include maintenance of the entire property (excluding Golf Course), FDOT compliance issues, Capital Improvement Programs, tenant relations, and project management.

### FISCAL YEAR 2023 ACCOMPLISHMENTS

- ✓ Completed new commercial 16,000 SF Hangar “D
- ✓ Runway 10-28 and Taxiway Bravo markings completed
- ✓ Secured \$1,570,00 FDOT grant for Four new hangars
- ✓ Secured \$3.2 million in FAA & FDOT funding for Runway 05-23 rehabilitation
- ✓ Secured 1.25 million for Alpha Apron reconstruction
- ✓ Completed Sewer Infrastructure on west side of Airport for tenants and new PW building

### FISCAL YEAR 2024 GOALS AND OBJECTIVES

- Re-Pave / Rehabilitate Runway 05-23
- Construct 4 new square hangars on west side
- Reconstruct / Pave 2 aircraft parking aprons on Alpha Taxiway
- Build out office spaces in new Hangar “D” for tenancy
- Begin design & engineering for new Taxiway “Golf”

### PERFORMANCE MEASURES

	Actual	Actual	Actual	Projected	Projected
Performance Indicators	2019/2020	2020/2021	2021/2022	2022/2023	2023/2024
Acres Available for Development	105	103	85	85	85
Airport Leasehold Revenues	\$473,574	\$495,395	\$515,562	\$590,365	\$662,635

# CITY OF SEBASTIAN, FLORIDA 2023/2024 ANNUAL BUDGET

## AIRPORT PROGRAM BUDGET DESCRIPTION

<i>STAFFING</i>		<i>NATURE OF ACTIVITY</i>
<i>22/23</i>	<i>23/24</i>	
20.00%	20.00%	<b>Compliance</b> - Conduct operations at the Airport in accordance with FAA and FDOT compliance.
20.00%	30.00%	<b>Capital Improvement Project Execution and Monitoring</b> - Execute and monitor Capital Improvement Projects. Prepare and submit a Five-Year Capital Improvement Program in accordance with Regulations. Prepare and apply for Florida Department of Transportation Airport Improvement Grants for Capital Improvement Projects and equipment.
20.00%	20.00%	<b>Tenant and Public Relations</b> - Monitor and execute Tenant Lease agreements. Provide dispute resolution regarding airport regulations. Maintain contact with Airport users and citizens, respond to questions and complaints and provide information to all parties about rules, regulations and airport information.
40.00%	30.00%	<b>Airport Maintenance</b> - Mow Airport, herbicide runways and taxiways, maintain runway lighting system. Supervise runway maintenance and Scrub Jay mitigation/Habitat Conservation Area. Clear and maintain runway approaches and perform daily Airport inspections.
100.00%	100.00%	

## AIRPORT BUDGET SUMMARY

The Fiscal Year 2023-2024 proposed budget for the Municipal Airport Administration, excluding budgeted contingency, is \$ 851,383. This compares to the 2022-2023 projected expenses of \$ 689,176, an increase of \$ 162,207, or 23.54%.

	Amended						
	FY 19/20	FY 20/21	FY 21/22	FY 22/23	FY 22/23	FY 23/24	Difference
	Actual	Actual	Actual	Budget	Projected	Budget	
Personal Services	\$ 70,760	\$ 62,692	\$ 130,481	\$ 188,735	\$ 187,480	\$ 206,415	\$ 18,935
Operating Expenses	256,032	277,935	295,521	334,190	342,176	491,468	149,292
Capital Outlay	50,070	9,205	29,043	46,334	46,313	115,000	68,687
Debt Service	21,477	21,116	20,740	36,500	36,500	38,500	2,000
Non-Operating	-	150,000	4,800	76,707	76,707	-	(76,707)
Contingency	195,028	58,838	138,976	14,040	47,698	-	(47,698)
<b>Total</b>	<b>\$ 593,366</b>	<b>\$ 579,785</b>	<b>\$ 619,561</b>	<b>\$ 696,506</b>	<b>\$ 736,874</b>	<b>\$ 851,383</b>	<b>\$ 114,509</b>

Fiscal Year 2023-24 Proposed Budget:

Major Current Level Changes from Fiscal Year 2022-23 Projected Expenses:

	<u>Difference</u>
1. <b>Personal Services</b> - Increase due to negotiated salary and insurance increases.	\$ 18,935
2. <b>Operating Expenses</b> - Increase due primarily to anticipated increases in property and liability insurance.	\$ 149,292
3. <b>Capital Outlay</b> - Increase due to larger equipment requested this year.	\$ 68,687
4. <b>Debt Service</b> - Slight increase due to repayment schedule.	\$ 2,000
5. <b>Non Operating</b> - Decrease due to smaller project requested this year.	\$ (76,707)

# CITY OF SEBASTIAN, FLORIDA 2023/2024 ANNUAL BUDGET

## PERSONAL SERVICES SCHEDULE

<u>POSITION</u>	<u>PAY RANGE</u>	<u>FULL TIME EQUIVALENTS</u>				<u>Projected</u>	<u>Budget</u>
		<u>Amended</u>				<u>Expense</u>	<u>Budget</u>
		<u>21/22</u>	<u>22/23</u>	<u>22/23</u>	<u>23/24</u>	<u>22/23</u>	<u>23/24</u>
Airport Manager	69,127 / 120,971	1.00	1.00	1.00	1.00	\$ 66,950	\$ 70,500
Facilities/Airport Maintenance Worker II	39,520 / 69,159	1.00	1.00	1.00	1.00	38,750	42,750
Airport Maintenance Worker I (P/T)	\$ 17.00/hr - \$ 29.75/hr	0.50	0.50	0.50	0.50	18,750	21,250
		2.50	2.50	2.50	2.50		
<b>TOTAL SALARIES</b>						\$ 124,450	\$ 134,500
						Overtime	1,000
						FICA Taxes	9,623
						Clothing Allowance	400
						Deferred Compensation	9,625
						Group Health Insurance Premium	31,525
						Health Reimbursement Account	8,000
						Employee Assistance Program	32
						Worker's Comp Insurance	2,825
						Additional Compensation	-
						Total Personal Services	\$ 187,480
							\$ 206,415

## CAPITAL OUTLAY SCHEDULE

<u>Description</u>	<u>EXPENDITURES PER FISCAL YEAR</u>						<u>TOTAL</u>
	<u>2023/24</u>	<u>2024/25</u>	<u>2025/26</u>	<u>2026/27</u>	<u>2027/28</u>		
Construct Square Hangars	\$ 35,895	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 35,895
Taxiway Golf Design	-	43,100	-	-	-	-	43,100
Taxiway Golf Construction	-	197,520	197,520	-	-	-	395,040
Construct Shade Hangar	-	-	260,000	-	-	-	260,000
Taxiway Alpha Reconstruction	250,000	-	-	-	-	-	250,000
Terminal Apron Expansion	-	-	-	240,000	-	-	240,000
Design NW Airport Access	-	-	-	50,000	-	-	50,000
Construct NW Airport Access	-	-	-	-	600,000	-	600,000
	\$ 285,895	\$ 240,620	\$ 457,520	\$ 290,000	\$ 600,000	\$ -	\$ 1,874,035

<u>Description</u>	<u>EXPENDITURES PER FISCAL YEAR</u>						<u>TOTAL</u>
	<u>2023/24</u>	<u>2024/25</u>	<u>2025/26</u>	<u>2026/27</u>	<u>2027/28</u>		
Tractor Mower	\$ 80,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 80,000
15' Bush Hog Deck Mower	35,000	-	-	-	-	-	35,000
Zero Turn Mower	-	9,000	-	-	-	-	9,000
Mower Deck	-	-	30,000	-	-	-	30,000
Airport Wash Rack	-	-	25,000	-	-	-	25,000
Airport Equipment Shelter	-	-	-	10,000	-	-	10,000
Backhoe Loader	-	-	-	-	65,000	-	65,000
	\$ 115,000	\$ 9,000	\$ 55,000	\$ 10,000	\$ 65,000	\$ -	\$ 254,000

# CITY OF SEBASTIAN, FLORIDA 2023/2024 ANNUAL BUDGET

## AIRPORT ADMINISTRATION

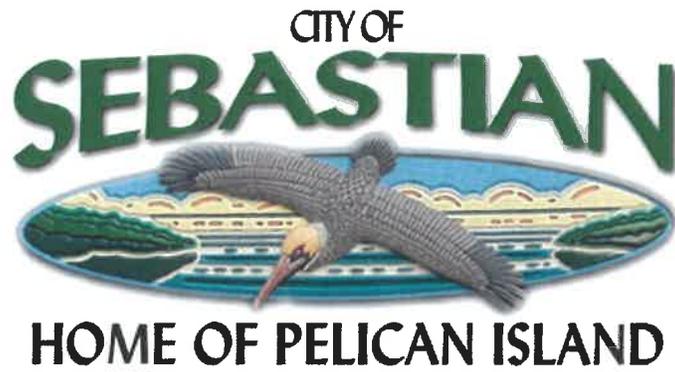
Code: 450110

Account		FY 19/20	FY 20/21	FY 21/22	Amended FY 22/23	FY 22/23	FY 23/24
<u>Number</u>	<u>Description</u>	<u>Actual</u>	<u>Actual</u>	<u>Actual</u>	<u>Budget</u>	<u>Projected</u>	<u>Proposed Budget</u>
<b>PERSONAL SERVICES</b>							
511200	Regular Salaries	51,294	44,613	88,219	123,250	124,450	134,500
511400	Overtime	388	0	112	1,000	1,000	1,000
512100	FICA Taxes	3,925	3,452	6,013	9,524	9,623	10,440
512215	Clothing Allowance	240	260	240	240	400	400
512225	Deferred Compensation	2,979	2,900	5,186	9,506	9,625	10,370
512301	Group Health Insurance Premium	7,173	6,425	21,765	31,558	31,525	36,028
512307	Health Reimbursement Account	2,317	2,377	6,652	8,000	8,000	8,000
512309	Employee Assistance Program	18	16	21	32	32	32
512400	Worker's Comp Insurance	2,425	2,648	2,273	5,625	2,825	5,095
512700	Additional Compensation	0	0	0	0	0	550
<b>TOTAL PERSONAL SERVICES</b>		<b>70,760</b>	<b>62,692</b>	<b>130,481</b>	<b>188,735</b>	<b>187,480</b>	<b>206,415</b>
<b>OPERATING EXPENSES</b>							
533200	Audit Fees	1,002	1,136	725	1,137	1,137	6,251
533201	Admin Services provided by GF	93,485	116,866	104,041	98,374	98,374	105,057
533400	Other Contractual Services	21,071	20,911	25,237	25,235	28,500	31,000
535410	Environmental Services	0	0	0	3,984	3,984	0
533420	Pest/Weed Control	1,704	1,704	2,027	2,600	2,600	2,700
534000	Travel and Per Diem	398	1,258	5,000	2,500	500	1,500
534101	Telephone	2,415	2,513	5,928	5,400	6,560	6,600
534105	Cellular Phone	609	557	665	1,020	1,165	1,200
534110	Internet Access	880	1,499	1,599	1,630	1,665	1,725
534120	Postage	225	114	48	100	75	100
534130	Express Mail	26	0	0	0	0	0
534310	Electric	22,596	20,582	25,097	24,600	23,175	25,500
534320	Water/Sewer	4,450	3,184	3,837	3,600	5,255	5,400
534420	Equipment Leases	101	0	118	1,000	0	1,000
534500	Insurance	47,363	50,703	67,107	75,635	90,217	204,545
534610	R & M - Buildings	8,845	2,800	3,607	15,000	14,000	15,000
534620	R & M - Vehicles	654	507	1,252	4,000	2,000	4,000
534625	R & M - Lighting	8,279	4,454	1,350	6,000	4,000	6,000
534630	R & M - Office Equipment	0	0	0	1,000	400	500
534635	R & M - Security Systems	2,526	4,270	6,137	6,892	6,000	6,000
534640	R & M - Operating Equipment	23,499	27,224	17,085	25,000	25,000	35,000
534681	R & M - Fencing	0	584	1,402	3,000	2,500	3,000
534685	R & M - Grounds Maintenance	1,641	317	776	1,500	1,500	1,700
534687	R & M - Runways and Taxiways	1,825	1,740	1,554	1,008	1,008	2,500
534700	Printing and Binding	0	0	0	200	100	200
534800	Promotional Activities	14	0	798	500	200	500
534825	Advertising Expenditures	0	454	215	900	0	500
534920	Legal Ads	0	445	209	500	500	500

- Continued -

# CITY OF SEBASTIAN, FLORIDA 2023/2024 ANNUAL BUDGET

Account		FY 19/20	FY 20/21	FY 21/22	Amended FY 22/23	FY 22/23	FY 23/24 Proposed
<u>Number</u>	<u>Description</u>	<u>Actual</u>	<u>Actual</u>	<u>Actual</u>	<u>Budget</u>	<u>Projected</u>	<u>Budget</u>
535200	Departmental Supplies	1,817	1,743	2,892	2,500	3,000	3,000
535210	Computer Supplies	471	42	156	500	500	500
535230	Small Tools and Equipment	375	1,502	1,854	3,500	3,500	3,700
535260	Gas and Oil	4,376	4,143	9,100	8,000	8,000	8,000
535270	Uniforms & Shoes	642	599	650	925	700	700
535275	Safety Equipment	135	108	170	300	300	300
535410	Dues and Memberships	449	449	330	450	400	400
535420	Books and Publications	0	0	0	200	100	200
535450	Training and Education	140	1,272	0	900	0	900
535710	Non-Ad Valorem Tax	4,020	4,256	4,557	4,600	5,261	5,790
<b>TOTAL OPERATING EXPENSES:</b>		<b>256,032</b>	<b>277,935</b>	<b>295,521</b>	<b>334,190</b>	<b>342,176</b>	<b>491,468</b>
<b>CAPITAL OUTLAY:</b>							
606200	Buildings	0	0	0	0	0	0
606300	IOTB	10,516	0	0	36,834	36,834	0
606400	Vehicles and Equipment	39,554	9,205	29,043	9,500	9,479	115,000
<b>TOTAL CAPITAL OUTLAY:</b>		<b>50,070</b>	<b>9,205</b>	<b>29,043</b>	<b>46,334</b>	<b>46,313</b>	<b>115,000</b>
<b>DEBT SERVICE</b>							
707246	Interest - DST Fund Advance	21,477	21,116	20,740	36,500	36,500	38,500
<b>TOTAL DEBT SERVICE:</b>		<b>21,477</b>	<b>21,116</b>	<b>20,740</b>	<b>36,500</b>	<b>36,500</b>	<b>38,500</b>
<b>NON-OPERATING EXPENSES</b>							
909545	Intrafund Trfr to AP Capital	0	150,000	4,800	76,707	76,707	9,454
<b>TOTAL NON-OPERATING EXPENSES</b>		<b>0</b>	<b>150,000</b>	<b>4,800</b>	<b>76,707</b>	<b>76,707</b>	<b>9,454</b>
<b>TOTAL AIRPORT ADMINISTRATION</b>		<b>398,338</b>	<b>520,947</b>	<b>480,585</b>	<b>682,466</b>	<b>689,176</b>	<b>860,837</b>
<b>OTHER FINANCING USES</b>							
909990	Unappropriated	195,028	58,838	138,976	14,040	47,698	0
<b>TOTAL EXPENDITURES AND OTHER USES</b>		<b>593,366</b>	<b>579,785</b>	<b>619,561</b>	<b>696,506</b>	<b>736,874</b>	<b>860,837</b>



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# CITY OF SEBASTIAN, FLORIDA 2023/2024 ANNUAL BUDGET

## BUILDING DEPARTMENT

The Building Department is an enterprise operation of the City. The major source of revenue is building permit fees. These have shown some growth over the past couple of years. Operating revenues are sufficient to cover necessary operation and maintenance expenses.

<u>Description</u>	FY 19/20	FY 20/21	FY 21/22	Amended FY 22/23	FY 22/23	FY 23/24
	<u>Actual</u>	<u>Actual</u>	<u>Actual</u>	<u>Budget</u>	<u>Projected</u>	<u>Budget</u>
Total Revenues and Transfers	\$ 953,492	\$ 1,388,506	\$ 1,278,084	\$ 1,311,998	\$ 1,075,059	\$ 1,149,548
Total Expenses	746,911	814,164	954,193	1,466,807	1,175,261	1,376,659
Change in Unrestricted Reserves	\$ 206,581	\$ 574,342	\$ 323,891	\$ (154,809)	\$ (100,202)	\$ (227,111)

## BUILDING DEPARTMENT REVENUE

**Code: 480010**

The Fiscal Year 2023-2024 proposed budget for the Building Department fund revenue is \$ 1,149,548. This compares to the 2022-2023 projected Building Department fund revenue of \$ 1,075,059, an increase of \$ 74,489 or 6.93%.

<u>Description</u>	FY 19/20	FY 20/21	FY 21/22	Amended FY 22/23	FY 22/23	FY 23/24	<u>Difference</u>
	<u>Actual</u>	<u>Actual</u>	<u>Actual</u>	<u>Budget</u>	<u>Projected</u>	<u>Budget</u>	
Operating revenue	\$ 935,726	\$ 1,367,477	\$ 1,254,688	\$ 1,268,500	\$ 999,350	\$ 1,072,150	\$ 72,800
Non-operating revenues	17,766	21,029	23,395	43,498	75,709	77,398	1,689
Use of Unrestricted Reserves	-	-	-	154,809	100,202	227,111	126,909
Total revenues and other sources	\$ 953,492	\$ 1,388,506	\$ 1,278,084	\$ 1,466,807	\$ 1,175,261	\$ 1,376,659	\$ 201,398

Fiscal Year 2023-2024 Proposed Budget:

Major Current Level Changes from Fiscal Year 2022-2023 Projected Revenue:

	<u>Difference</u>
<b>1. Operating revenue</b> - Increase due to anticipated increase in general building permits.	\$ 72,800
<b>2. Non-operating revenues</b> - Increase due to contractual loan repayment from Golf Course.	\$ 1,689

# CITY OF SEBASTIAN, FLORIDA 2023/2024 ANNUAL BUDGET

## BUILDING DEPARTMENT REVENUE

Code: 480010

<u>Account Number</u>	<u>Description</u>	<u>FY 19/20</u>	<u>FY 20/21</u>	<u>FY 21/22</u>	<u>Amended FY 22/23 Budget</u>	<u>FY 22/23 Projected</u>	<u>Proposed FY 23/24 Budget</u>
<b>OPERATING REVENUE</b>							
321050	Contractor License	11,288	12,088	7,856	13,500	8,000	9,000
321150	Contractor License - Penalties	1,812	2,645	1,570	2,500	1,000	1,200
322050	Building Permits	459,038	699,490	606,840	650,000	450,000	500,000
322052	Fire Special Events	1,600	960	1,440	1,400	1,450	1,450
322055	Roofing Permits	101,785	166,420	190,950	175,000	180,000	178,000
322065	Alumimum Structure	20,050	25,325	21,450	25,000	16,000	18,000
322070	Shed Permits	9,750	9,000	8,175	8,000	4,500	5,000
322075	Reinspection Fees	28,405	36,400	49,675	45,000	40,000	45,000
322100	Land Clearing Permits	125	0	0	0	0	0
322200	Electrical Permits	56,117	66,868	55,119	55,000	40,000	46,000
322225	Plumbing Permits	45,917	60,025	71,077	62,000	70,000	67,000
322230	Pool Permits	19,425	26,730	26,370	30,000	19,500	21,000
322240	Solar Permits	5,100	12,075	14,850	11,500	13,500	14,000
322250	Mechanical Permits	64,367	76,193	70,713	60,000	53,000	56,000
322300	Fencing Permits	23,925	20,250	0	0	0	0
322500	Sign Permits	2,210	2,880	1,845	2,100	1,350	1,500
322600	Expired Permit Fee	7,575	22,650	17,325	20,000	17,300	17,500
329400	Plan Checking Fees	48,784	83,727	67,979	65,000	59,000	61,500
329410	Fire Plan Review Fee	4,061	5,136	4,346	3,500	1,500	2,000
341920	Cert. Copying/Record Research	4,232	5,754	6,504	7,000	4,000	4,500
347556	County Facility Admin Fee	13,863	27,661	23,769	26,500	14,000	18,000
359000	Other Fines and Forfeitures	6,298	5,200	6,836	5,000	5,000	5,000
359100	Fire Violations	0	0	0	500	250	500
<b>TOTAL OPERATING REVENUE</b>		<b>935,726</b>	<b>1,367,477</b>	<b>1,254,688</b>	<b>1,268,500</b>	<b>999,350</b>	<b>1,072,150</b>
<b>OTHER NON-OPERATING REVENUE:</b>							
361100	Interest Income	4,791	2,343	12,471	3,000	25,000	25,000
361105	SBA Interest Earnings	2,649	366	3,532	1,089	12,000	12,000
369400	Reimbursements	0	7,330	0	0	0	0
369900	Other Miscellaneous Revenue	2,112	3,171	3,057	3,200	2,500	3,000
381410	Interfund Transfer from 410 GC	8,213	7,819	4,335	36,209	36,209	37,398
<b>TOTAL OTHER NON-OPERATING REVENUE</b>		<b>17,766</b>	<b>21,029</b>	<b>23,395</b>	<b>43,498</b>	<b>75,709</b>	<b>77,398</b>
<b>TOTAL BUILDING DEPARTMENT REVENUES</b>		<b>953,492</b>	<b>1,388,506</b>	<b>1,278,084</b>	<b>1,311,998</b>	<b>1,075,059</b>	<b>1,149,548</b>
<b>USE OF UNRESTRICTED RESERVES</b>		<b>0</b>	<b>0</b>	<b>0</b>	<b>154,809</b>	<b>100,202</b>	<b>227,111</b>
<b>TOTAL BUILDING DEPARTMENT SOURCES</b>		<b>953,492</b>	<b>1,388,506</b>	<b>1,278,084</b>	<b>1,466,807</b>	<b>1,175,261</b>	<b>1,376,659</b>

# CITY OF SEBASTIAN, FLORIDA 2023/2024 ANNUAL BUDGET

## **BUILDING DEPARTMENT**

The Building Department effectively and progressively promotes and provides professional plans review, permitting and inspection of building construction to ensure a safe built environment for the City of Sebastian. This is facilitated through the intake of permit requests for building and land improvements. The permit application and plans are tracked through plan review, fees are calculated and permits are issued when plans are fully approved. Field inspections are scheduled, performed and recorded daily. Upon completion of inspections, a Certificate of Occupancy is issued. The Building Department enforces all state and local codes that pertain to the construction industry including Fire Prevention and Protection.

Contractor licensing, checks and administers the registration of licensed contractors who work in the City of Sebastian. Licensees are sent annual renewal notices. Returned renewal notices are processed and licensees are sent new registrations.

Checks and administers business tax receipt requests for those who conduct business in the City of Sebastian. Business owners are sent annual renewal notices. Returned renewal notices are processed and new Business Tax Receipts are sent to business owners.

## **FISCAL YEAR 2023 ACCOMPLISHMENTS**

- ✓ Maintained timeliness and delivery of permitting services with a turnaround time of 15 days or less for most permits.
- ✓ Provided continuing education for employees to meet minimum state licensing requirements. Customer service training is ongoing
- ✓ Monitored Compliance Engine for the maintenance of Fire and Life Safety Systems. Followed up on any deficiencies reported. Continued to conduct annual fire inspections on occupied buildings, with a focus on buildings containing high occupant loads and/or Fire and Life safety systems.
- ✓ Improvements to MGO permitting system by implementing new version called MGO Connect. Providing new branding for the on-line customer portal with improved functionality.
- ✓ Front counter renovation completed providing accessible seating, replaced carpet throughout Building and Growth Management departments and provided a safer work environment.
- ✓ Continued to enforce state and city ordinances regarding unlicensed contractor activity and willful code violations.
- ✓ Continue to scan documents to completed permits, existing property files and business tax receipts for safe record keeping.

## **FISCAL YEAR 2024 GOALS AND OBJECTIVES**

- Continue to maintain timeliness and delivery of permitting services with a turnaround time of 15 days or less for most projects.
- Provide building and fire code related continuing education to satisfy minimum state licensing requirements and provide ongoing customer service training.
- Continue to use Compliance Engine program to monitor Fire and Life Safety Systems and continue to conduct annual fire inspections of occupied buildings.
- Continue improvements to the MGO permitting software to have all permit types available to be submitted through the on-line portal.
- Continue to enforce state laws and city ordinances related to construction industry, unlicensed contractor activity and code violations.
- Continue to scan completed permits, property files and business tax receipts for safe record keeping.

# CITY OF SEBASTIAN, FLORIDA 2023/2024 ANNUAL BUDGET

## PERFORMANCE MEASURES

Performance Indicators	Actual 2019/2020	Actual 2020/2021	Actual 2021/2022	Projected 2022/2023	Projected 2023/2024
Residential permits issued	586	782	652	750	575
Commercial permits issued	27	16	23	20	18
Other permits issued	2,907	3,164	3,427	3,200	3,400
Total number of inspections	10,197	14,332	17,857	16,500	15,750
Total number of reinspections	1,950	2,992	3,608	3,500	3,100
Number of Professional licenses processed	140	280	358	250	365
Expired permits processed	101	302	231	325	115
Business Tax Receipts processed and issued	1893	1631	1228	1300	1275

## BUILDING DEPARTMENT PROGRAM BUDGET DESCRIPTION

STAFFING		NATURE OF ACTIVITY
22/23	23/24	
8.00%	8.00%	<b>Administration</b> - The Director supervises the enforcement of all Florida Building Codes, including Sebastian City and Land Development Codes related to construction. Courtesy inspections are performed as needed. Reviews commercial plan review and projects that include Mechanical, Electrical or Plumbing details. Approval of all department expenditures and prepares the annual budget.
21.00%	21.00%	<b>Permitting</b> - Accepts permit applications, calculates fees, issuance of permits, scheduling of inspections, closing out permits when completed, prepares certificates of occupancy for signature, and answers questions concerning building permits.
21.00%	21.00%	<b>Plan Review</b> - Performs plan review of all permit applications and building plans for code approval, including structural, electrical, plumbing and mechanical. Also includes the review of all zoning on residential building applications. Answers code questions for builders and general public related to plan review.
40.00%	40.00%	<b>Building and Alteration Inspection</b> - On-site inspections for commercial and residential, including structural, electrical, plumbing, and mechanical. Post inspections into computer database daily. Answer code questions for builders and general public related to inspections.
3.00%	3.00%	<b>Contractor Licensing</b> - Accepts contractor license application for registration and calculates fees. Review applicants for applicable insurance and workman's comp. coverages. Review letters of reciprocity. Process annual re-newal notices and issues new registrations. Check permit applications for properly licensed and insured contractors.
3.00%	3.00%	<b>Business Tax Receipts</b> - Accepts applications for Business Tax Receipt from business owners. Reviews applications for acceptance. Verify professional licenses and fictitious/corporation names. Process annual re-newal notices and issues new Business Tax Receipts.
3.00%	3.00%	<b>Safety</b> - Annual fire inspections at places of business as required by NFPA and following up on expired permits and unsafe structures.
1.00%	1.00%	<b>Records Retention</b> - Scanning plans to laserfiche and MGO for permanent record keeping
100.00%	100.00%	

# CITY OF SEBASTIAN, FLORIDA 2023/2024 ANNUAL BUDGET

## BUILDING DEPARTMENT BUDGET SUMMARY

The Fiscal Year 2023-2024 proposed budget for the Building Department, excluding budgeted contingency, is \$ 1,376,659. This compares to the projected FY 2022-2023 expenses of \$ 1,175,261, an increase of \$ 201,398, or 17.14%.

	FY 19/20	FY 20/21	FY 21/22	Amended		FY 23/24	Difference
	Actual	Actual	Actual	FY 22/23 Budget	FY 22/23 Projected	Budget	
Personal Services	\$ 607,069	\$ 631,113	\$ 715,665	\$ 941,787	\$ 793,935	\$ 1,104,265	\$ 310,330
Operating Expenses	135,889	160,093	238,328	338,146	193,591	242,394	\$ 48,803
Capital Outlay	3,952	22,957	-	186,874	187,735	30,000	\$ (157,735)
Transfers	-	-	200	-	-	-	\$ -
Contingency	206,581	574,342	323,891	39,877	-	-	\$ -
<b>Total</b>	<b>\$ 953,492</b>	<b>\$ 1,388,506</b>	<b>\$ 1,278,084</b>	<b>\$ 1,506,684</b>	<b>\$ 1,175,261</b>	<b>\$ 1,376,659</b>	<b>\$ 201,398</b>

Fiscal Year 2023-24 Proposed Budget:

Major Current Level Changes from Fiscal Year 2022-23 Projected Expenses

	Difference
1. <b>Personal Services</b> - Increase due to the addition of one new position, having positions full all year, and negotiated salary and insurance increases.	\$ 310,330
2. <b>Operating Expenses</b> - Increase due primarily to anticipated need for additional contractual services.	\$ 48,803
3. <b>Capital Outlay</b> - Decrease due to project completed in the prior year.	\$ (157,735)
4. <b>Transfers</b> - No change.	\$ -

## PERSONAL SERVICES SCHEDULE

BUILDING DEPARTMENT	POSITION	PAY RANGE	FULL TIME EQUIVALENTS				Projected	
			Amended				Expense	Budget
			21/22	22/23	22/23	23/24		
	Building Official	92,637 / 162,112	1.00	1.00	1.00	1.00	\$ 135,100	\$ 143,250
	Deputy Building Official	69,127 / 120,971	1.00	1.00	1.00	1.00	94,500	100,000
	Chief Building Inspector	69,118 / 120,955	1.00	1.00	1.00	1.00	78,700	82,500
	Plans Examiner	62,691 / 109,707	0.00	1.00	0.00	0.00	-	-
	Building Inspector II	62,691 / 109,707	2.00	2.00	2.00	3.00	95,000	194,500
	Administrative Assistant	37,440 / 65,519	1.00	1.00	1.00	1.00	40,000	43,750
	Local Business Tax Specialist	35,360 / 61,879	1.00	1.00	1.00	1.00	63,500	66,250
	Permitting Technician	35,360 / 61,879	1.00	2.00	2.00	2.00	35,000	74,500
	Fire Inspector P/T	\$ 26.04/hr - \$ 45.57/hr	0.50	0.50	1.00	1.00	18,000	41,250
	Electrical Inspector P/T	\$ 26.04/hr - \$ 45.57/hr	0.50	0.50	0.50	0.50	2,500	5,000
	Clerical Assistant I P/T	\$ 15.23/hr - \$ 26.65/hr	0.50	0.50	0.50	0.50	19,725	21,250
			9.50	11.50	11.00	12.00		
	<b>TOTAL SALARIES</b>						\$ 582,025	\$ 772,250
	Overtime						1,000	2,000
	FICA Taxes						44,750	59,538
	Clothing Allowance						1,455	1,800
	Deferred Compensation						49,000	64,112
	Group Health Insurance Premium						88,250	151,040
	Health Reimbursement Account						17,000	36,000
	Employee Assistance Program						115	158
	Worker's Comp Insurance						10,340	15,167
	Additional Compensation						-	2,200
	<b>Total Personal Services</b>						<b>\$ 793,935</b>	<b>\$ 1,104,265</b>

## CAPITAL OUTLAY SCHEDULE

### BUILDING DEPARTMENT - TO BE FUNDED BY THE BUILDING DEPARTMENT FUND

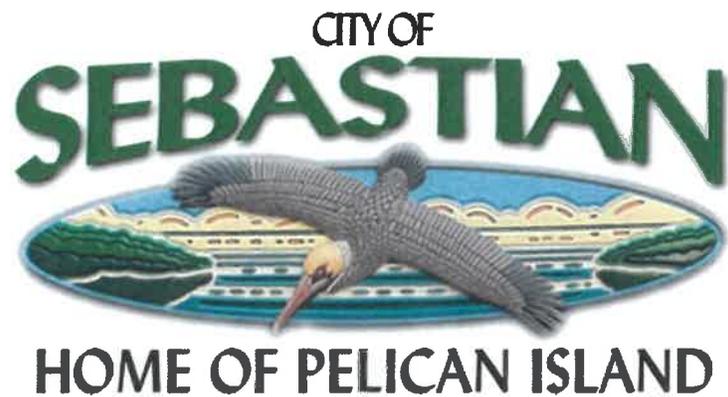
Description	EXPENDITURES PER FISCAL YEAR					
	2023/24	2024/25	2025/26	2026/27	2027-28	TOTAL
Pick-Up Truck	\$ 30,000	\$ -	\$ -	\$ -	\$ -	\$ 30,000
	\$ 30,000	\$ -	\$ -	\$ -	\$ -	\$ 30,000

# CITY OF SEBASTIAN, FLORIDA 2023/2024 ANNUAL BUDGET

## BUILDING DEPARTMENT

Code: 480110

Account Number	Description	FY 19/20 Actual	FY 20/21 Actual	FY 21/22 Actual	Amended FY 22/23 Budget	FY 22/23 Projected	FY 23/24 Proposed Budget
<b>PERSONAL SERVICES</b>							
511200	Regular Salaries	460,072	473,476	525,827	661,847	582,025	772,250
511400	Overtime	1,909	3,175	732	2,000	1,000	2,000
512100	FICA Taxes	33,550	35,746	38,103	51,045	44,750	59,538
512215	Clothing Allowance	480	670	720	960	1,455	1,800
512225	Deferred Compensation	39,190	41,121	44,683	57,610	49,000	64,112
512301	Group Health Insurance Premium	53,975	56,865	74,830	120,840	88,250	151,040
512307	Health Reimbursement Account	10,846	10,460	20,614	34,000	17,000	36,000
512309	Employee Assistance Program	95	104	111	158	115	158
512400	Worker's Comp Insurance	6,951	9,496	10,046	12,869	10,340	15,167
512700	Additional Compensation	0	0	0	458	0	2,200
<b>TOTAL PERSONAL SERVICES</b>		<b>607,069</b>	<b>631,113</b>	<b>715,665</b>	<b>941,787</b>	<b>793,935</b>	<b>1,104,265</b>
<b>OPERATING EXPENSES</b>							
533200	Audit Fees	1,554	1,974	1,380	2,171	2,171	2,388
533201	Administrative Services Provided by GF	49,665	54,632	60,095	66,105	66,105	72,716
533400	Other Contractual Services	27,324	36,074	119,711	197,890	60,000	91,150
534000	Travel and Per Diem	155	569	582	3,000	1,750	2,000
534101	Telephone	419	429	173	0	0	0
534105	Cellular Telephone	2,188	2,087	1,940	2,400	2,475	3,000
534110	Internet Services	1,837	1,562	1,113	1,500	1,385	1,560
534120	Postage	1,343	945	1,084	1,000	800	1,000
534310	Electric	2,726	3,075	3,512	3,960	4,250	4,800
534320	Water / Sewer	292	323	315	360	360	420
534420	Equipment Leases	2,235	2,608	2,573	2,610	2,565	2,565
534500	Insurance	8,545	10,861	5,986	6,590	8,510	9,365
534620	R & M - Vehicles	1,701	3,460	2,865	6,000	2,500	4,000
534630	R & M - Office Equipment	24,206	25,171	23,381	24,060	23,720	23,780
534800	Promotional Activities	0	0	0	1,800	1,000	1,500
534910	Clerk of Court Filing Fees	29	29	147	100	50	75
534920	Legal Ads	0	142	217	0	0	100
535200	Departmental Supplies	1,065	983	1,867	3,600	3,300	2,000
535210	Computer Supplies	3,672	2,548	1,023	1,800	1,500	2,800
535230	Small Tools and Equipment	46	570	111	450	530	450
535260	Gas and Oil	4,071	4,811	7,420	8,400	6,800	7,750
535270	Uniforms and Shoes	545	496	844	1,000	920	1,100
535275	Safety Equipment	0	0	65	100	50	100
535410	Dues and Memberships	815	887	977	950	1,300	3,075
535420	Books and Publications	151	2,856	0	500	350	2,900
535450	Training and Education	1,306	3,003	947	1,800	1,200	1,800
<b>TOTAL OPERATING EXPENSES</b>		<b>135,889</b>	<b>160,093</b>	<b>238,328</b>	<b>338,146</b>	<b>193,591</b>	<b>242,394</b>
<b>CAPITAL OUTLAY</b>							
606220	Building Improvements	0	0	0	186,874	187,735	0
606400	Vehicles and Equipment	3,952	22,957	0	0	0	30,000
<b>TOTAL CAPITAL OUTLAY</b>		<b>3,952</b>	<b>22,957</b>	<b>0</b>	<b>186,874</b>	<b>187,735</b>	<b>30,000</b>
<b>NON-OPERATING EXPENSES</b>							
909101	Transfer to General Fund	0	0	200	0	0	0
909131	Transfer to Fund 310	0	0	0	0	0	0
<b>TOTAL NON-OPERATING EXPENSES</b>		<b>0</b>	<b>0</b>	<b>200</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>TOTAL BUILDING DEPARTMENT</b>		<b>746,911</b>	<b>814,164</b>	<b>954,193</b>	<b>1,466,807</b>	<b>1,175,261</b>	<b>1,376,659</b>
<b>OTHER FINANCING USES</b>							
909990	Unappropriated	206,581	574,342	323,891	39,877	0	0
<b>TOTAL EXPENDITURES AND OTHER USES</b>		<b>953,492</b>	<b>1,388,506</b>	<b>1,278,084</b>	<b>1,506,684</b>	<b>1,175,261</b>	<b>1,376,659</b>



CITY OF SEBASTIAN, FLORIDA  
ANNUAL BUDGET  
FISCAL YEAR 2023-2024

***CAPITAL IMPROVEMENT  
PROGRAM***

**Draft as of September 13, 2023**

**CITY OF SEBASTIAN, FLORIDA**

**FISCAL YEAR 2023-2028**

**SUMMARY OF CAPITAL PURCHASES AND IMPROVEMENTS**

<b>List of Projects</b>	<b>FY 2023-24</b>	<b>FY 2024-25</b>	<b>FY 2025-26</b>	<b>FY 2026-27</b>	<b>FY 2027-28</b>	<b>FY 2028-29</b>	<b>Totals</b>
<b>General Government</b>							
Vx Rail Lease Payments	43,195	45,355	45,355	45,355	45,355	45,355	269,969
City Wide Computers	45,000	35,000	45,000	35,000	45,000	35,000	240,000
COStv Equipment	15,000	15,000	15,000	15,000	15,000	15,000	90,000
Network Infrastructure	30,000	30,000	30,000	30,000	30,000	30,000	180,000
Core and Remote Switches	60,000	-	-	-	-	-	60,000
Security Cameras	30,000	-	-	-	-	-	30,000
Sidewalk Assurance System	50,000	-	-	-	-	-	50,000
Cyber Security Features	30,000	-	-	-	-	-	30,000
Public Works Compound Firewall	75,000	-	-	-	-	-	75,000
<b>Police Department</b>							
Police Vehicles	620,431	485,383	373,152	391,809	411,400	431,970	2,714,145
Vehicle/Body Cameras	88,776	88,776	93,776	93,776	93,776	93,776	552,656
CAD/RMS System Update	60,775	60,775	60,775	60,775	60,775	60,775	364,650
Road Patrol Equipment	29,260	34,800	8,500	8,500	8,500	8,500	98,060
Indoor Firearms Range	-	-	5,000,000	-	-	-	5,000,000
Investigations Equipment	11,500	-	-	-	-	-	11,500
<b>Community Development</b>							
Working Waterfront Expansion	120,000	500,000	500,000	500,000	-	-	1,620,000
Central Avenue Catalyst Site	-	-	-	-	500,000	-	500,000
CDBG Grant Program	128,152	130,000	130,000	130,000	130,000	130,000	778,152
Riverview Park Master Plan	-	500,000	500,000	-	-	-	1,000,000
Riverview Park Event Center	-	-	-	1,000,000	-	-	1,000,000
Community Development Offices	88,500	-	-	-	-	-	88,500
<b>Roads Department</b>							
Pavement Grinder	22,000	-	-	-	-	-	22,000
Vinyl Printer	16,100	-	-	-	-	-	16,100
Enclosed Trailer	8,000	-	-	-	-	-	8,000
Street Repaving	533,423	1,099,840	772,192	569,552	392,611	417,500	3,785,118
Street Reconstruction	1,780,163	1,209,768	801,028	1,017,818	1,614,132	1,670,000	8,092,909
Sidewalk Replacement	75,000	75,000	75,000	75,000	75,000	75,000	450,000
Traffic Analyzers (2)	3,500	-	-	-	-	-	3,500
Air Compressor Jack Hammer	28,400	-	-	-	-	-	28,400
Sign Shop Truck	75,000	-	-	-	-	-	75,000
<b>Facilities Maintenance Division</b>							
Facilities Maintenance Vehicles	63,000	-	-	45,000	-	-	108,000
Air Conditioner Replacement	25,000	30,000	30,000	35,000	35,000	40,000	195,000
Roof Replacements	17,000	-	-	-	-	-	17,000
Art Center Roofing	-	30,000	-	-	-	-	30,000
<b>Cemetery Division</b>							
Cemetery Equipment	14,000	-	-	13,000	16,000	-	43,000
Cemetery Vehicle	-	-	-	40,000	-	-	40,000
Cemetery Irrigation Pump	10,000	-	-	40,000	-	-	50,000
Columbarium Niches	-	95,000	-	-	-	-	95,000
Cemetery Grounds Maintenance	165,000	-	-	-	-	-	165,000
<b>Leisure Services Department</b>							
Maintenance Equipment	23,000	12,000	-	28,000	22,000	30,000	115,000
Parks Division Vehicles	-	40,000	-	-	-	-	40,000
Parks Maintenance Shed	15,000	-	-	-	-	-	15,000
Splash Pad Replacement	-	1,000,000	-	-	-	-	1,000,000
Friendship Park Baseball Field	25,000	-	-	-	-	-	25,000
Playground Improvements	350,000	60,000	120,000	120,000	80,000	-	730,000
Park Improvements	20,000	20,000	20,000	20,000	20,000	20,000	120,000
<b>Stormwater Department</b>							
Rubber Tire Excavator	375,000	-	-	-	-	-	375,000
Walk Behind Concrete Saw	10,000	-	-	-	-	-	10,000
Brush Truck	122,000	-	-	-	-	-	122,000
Backhoe	170,000	-	-	-	-	-	170,000
Slip Lining/Pipe Replacement	165,000	182,000	200,000	220,000	242,000	266,000	1,275,000
Stormwater Facility Pump	60,000	-	-	-	-	-	60,000
Schumann Drive	-	750,000	-	-	-	-	750,000
Canal Restoration	11,500,000	-	-	-	-	-	11,500,000
Stoncrop Upstream Drainage	-	1,220,000	310,000	345,000	-	-	1,875,000
Tulip Drive Road Crossing	-	250,000	-	-	-	-	250,000
Bayfront Road Crossing	-	-	250,000	-	-	-	250,000
Ocean Cove Drainage	-	-	-	350,000	-	-	350,000
<b>Golf Course Fund</b>							
Golf Clubhouse Doors	35,000	-	-	-	-	-	35,000
Golf Shop Carpet	3,800	-	-	-	-	-	3,800
Golf Bunker Renovations	50,000	50,000	50,000	50,000	50,000	50,000	300,000
Golf Maintenance Equipment	3,500	-	-	-	10,000	-	13,500
<b>Airport Fund</b>							
Airport Maintenance Equipment	35,000	9,000	-	-	-	-	44,000
Airport Backhoe Loader	-	-	-	-	65,000	-	65,000
Airport Tractor/Mower Deck	80,000	-	30,000	-	-	-	110,000
Aircraft Wash Rack	-	-	125,000	-	-	-	125,000
Airport Equipment Shelter	-	-	-	50,000	-	-	50,000
Construct Shade Hangar	-	-	1,300,000	-	-	-	1,300,000
Construct Square Hangars	35,895	-	-	-	-	-	35,895
Design Taxiway Golf	-	215,500	-	-	-	-	215,500
Construct Taxiway Golf	-	987,600	987,600	-	-	-	1,975,200
Design Taxiway Bravo Rehab	-	-	-	-	-	230,000	230,000
Reconstruct Alpha Apron	1,250,000	-	-	-	-	-	1,250,000
Terminal Apron Expansion	-	-	-	1,200,000	-	-	1,200,000
Design NW Airport Access	-	-	-	250,000	-	-	250,000
Construct NW Airport Access	-	-	-	-	3,000,000	-	3,000,000
<b>Building Fund</b>							
Building Department Truck	30,000	-	-	-	-	-	30,000
<b>Totals</b>	<b>\$ 18,719,370</b>	<b>\$ 9,260,797</b>	<b>\$ 11,872,378</b>	<b>\$ 6,778,585</b>	<b>\$ 6,961,549</b>	<b>\$ 3,648,876</b>	<b>\$ 57,241,554</b>

**CITY OF SEBASTIAN, FLORIDA  
FISCAL YEAR 2023-2028  
SUMMARY OF CAPITAL IMPROVEMENT PROJECTS**

	<u>FY 2023-24</u>	<u>FY 2024-25</u>	<u>FY 2025-26</u>	<u>FY 2026-27</u>	<u>FY 2027-28</u>	<u>FY 2028-29</u>	<u>Total</u>
<b><u>Grouped by Department</u></b>							
General Government	\$ 378,195	\$ 125,355	\$ 135,355	\$ 125,355	\$ 135,355	\$ 125,355	\$ 1,024,969
Police Department	810,742	669,734	5,536,203	554,860	574,451	595,021	8,741,011
Roads Department	2,541,586	2,384,608	1,648,220	1,662,370	2,081,743	2,162,500	12,481,027
Public Facilities Department	294,000	155,000	30,000	173,000	51,000	40,000	743,000
Leisure Services	433,000	1,132,000	140,000	168,000	122,000	50,000	2,045,000
Community Development	336,652	1,130,000	1,130,000	1,630,000	630,000	130,000	4,986,652
Stormwater	12,402,000	2,402,000	760,000	915,000	242,000	266,000	16,987,000
Golf Course	92,300	50,000	50,000	50,000	60,000	50,000	352,300
Airport	1,400,895	1,212,100	2,442,600	1,500,000	3,065,000	230,000	9,850,595
Building	30,000	-	-	-	-	-	30,000
<b>Total by Departments</b>	<b>\$ 18,719,370</b>	<b>\$ 9,260,797</b>	<b>\$ 11,872,378</b>	<b>\$ 6,778,585</b>	<b>\$ 6,961,549</b>	<b>\$ 3,648,876</b>	<b>\$ 57,241,554</b>
<b><u>Grouped by Function</u></b>							
General Government	\$ 714,847	\$ 1,255,355	\$ 1,265,355	\$ 1,755,355	\$ 765,355	\$ 255,355	\$ 6,011,621
Public Safety	840,742	669,734	5,536,203	554,860	574,451	595,021	8,771,011
Transportation	4,236,481	3,751,708	4,120,820	3,335,370	5,197,743	2,432,500	23,074,622
Parks & Recreation	525,300	1,182,000	190,000	218,000	182,000	100,000	2,397,300
Physical Environment	12,402,000	2,402,000	760,000	915,000	242,000	266,000	16,987,000
<b>Total by Functions</b>	<b>\$ 18,719,370</b>	<b>\$ 9,260,797</b>	<b>\$ 11,872,378</b>	<b>\$ 6,778,585</b>	<b>\$ 6,961,549</b>	<b>\$ 3,648,876</b>	<b>\$ 57,241,554</b>
<b><u>Grouped by Funding Source</u></b>							
General Fund	\$ 475,260	\$ 191,800	\$ 83,500	\$ 156,500	\$ 105,500	\$ 113,500	\$ 1,126,060
DST	4,491,235	5,045,677	4,029,106	3,450,783	2,950,437	2,433,376	22,400,613
LOGT	533,423	1,099,840	772,192	569,552	392,611	417,500	3,785,118
Recreation Impact Fees	370,000	80,000	140,000	140,000	100,000	20,000	850,000
Riverfront CRA	60,000	250,000	250,000	250,000	500,000	-	1,310,000
Stormwater Fund	175,000	182,000	200,000	220,000	242,000	266,000	1,285,000
Golf Course	92,300	50,000	50,000	50,000	60,000	50,000	352,300
Airport	115,000	9,000	55,000	(90,000)	65,000	-	154,000
Building Fund	30,000	-	-	-	-	-	30,000
Cemetery Trust	189,000	95,000	-	93,000	16,000	-	393,000
Grants/Loans	12,188,152	2,257,480	6,292,580	1,938,750	2,530,000	348,500	25,555,462
<b>Total Funding Sources</b>	<b>\$ 18,719,370</b>	<b>\$ 9,260,797</b>	<b>\$ 11,872,378</b>	<b>\$ 6,778,585</b>	<b>\$ 6,961,549</b>	<b>\$ 3,648,876</b>	<b>\$ 57,241,554</b>

**CITY OF SEBASTIAN, FLORIDA  
FISCAL YEAR 2024-29  
CAPITAL IMPROVEMENT PROGRAM  
BY FUNDING SOURCE**

	General	Local		Community	Recreation								
	Fund	Option	DST	Redevelopment	Impact	Stormwater	Cemetery	Grants/	Golf	Airport	Building	Total	
		Gas Tax		Agency	Fees	Fund	Trust	Private Funds	Fund	Fund	Fund		
<b><u>FISCAL YEAR 2023/2024</u></b>													
<b>General Government</b>													
Vx Rail Lease Payments			43,195									43,195	
City Wide Computers			45,000									45,000	
COSTv Equipment			15,000									15,000	
Network Infrastructure			30,000									30,000	
Core and Remote Switches			60,000									60,000	
Security Cameras			30,000									30,000	
Sidewalk Assurance System			50,000									50,000	
Cyber Security Features			30,000									30,000	
Public Works Compound Firewall			75,000									75,000	
<b>Police Department</b>													
Police Vehicles			620,431									620,431	
Vehicle/Body Cameras			88,776									88,776	
CAD/RMS System Update			60,775									60,775	
Road Patrol Equipment	29,260											29,260	
Indoor Firearms Range												-	
Investigations Equipment	11,500											11,500	
<b>Community Development</b>													
Working Waterfront Expansion				60,000				60,000				120,000	
CDBG Grant Program								128,152				128,152	
Community Development	88,500											88,500	
<b>Roads Department</b>													
Pavement Grinder	22,000											22,000	
Vinyl Printer	16,100											16,100	
Enclosed Trailer	8,000											8,000	
Street Repaving		533,423										533,423	
Street Reconstruction			1,780,163									1,780,163	
Sidewalk Replacement	75,000											75,000	
Traffic Analyzers (2)	3,500											3,500	
Air Compressor Jack Harr	28,400											28,400	
Sign Shop Truck	75,000											75,000	
<b>Facilities Maintenance Division</b>													
Facilities Maintenance Vet	63,000											63,000	
Air Conditioner Replacement			25,000									25,000	
Roof Replacements	17,000											17,000	
<b>Cemetery</b>													
Cemetery Equipment							14,000					14,000	
Cemetery Irrigation Pump							10,000					10,000	
Cemetery Grounds Maintenance							165,000					165,000	
<b>Leisure Services Department</b>													
Maintenance Equipment	23,000											23,000	
Parks Maintenance Shed	15,000											15,000	
Friendship Park Baseball Field			25,000									25,000	
Playground Improvements					350,000							350,000	
Park Improvements					20,000							20,000	
<b>Stormwater</b>													
Rubber Tire Excavator			375,000									375,000	
Walk Behind Concrete Saw						10,000						10,000	
Brush Truck			122,000									122,000	
Backhoe			170,000									170,000	
Slip Lining/Pipe Replacement						165,000						165,000	
Stormwater Facility Pump			60,000									60,000	
Canal Restoration			500,000					11,000,000				11,500,000	
<b>Golf Course</b>													
Golf Clubhouse Doors									35,000			35,000	
Golf Shop Carpet									3,800			3,800	
Golf Bunker Renovations									50,000			50,000	
Golf Maintenance Equipment									3,500			3,500	
<b>Airport</b>													
Airport Maintenance Equipment										35,000		35,000	
Airport Tractor/Mower Deck										80,000		80,000	
Construct Square Hangars			35,895									35,895	
Reconstruct Alpha Apron			250,000					1,000,000				1,250,000	
<b>Building</b>													
Building Department Truck											30,000	30,000	
<b>Total FY 2023/2024</b>	<b>\$ 475,260</b>	<b>\$ 533,423</b>	<b>\$ 4,491,235</b>	<b>\$ 60,000</b>	<b>\$ 370,000</b>	<b>\$ 175,000</b>	<b>\$ 189,000</b>	<b>\$ 12,188,152</b>	<b>\$ 92,300</b>	<b>\$ 115,000</b>	<b>\$ 30,000</b>	<b>\$ 18,719,370</b>	

**CITY OF SEBASTIAN, FLORIDA  
FISCAL YEAR 2024-29  
CAPITAL IMPROVEMENT PROGRAM  
BY FUNDING SOURCE**

	General Fund	Local Option Gas Tax	DST	Community Redevelopment Agency	Recreation Impact Fees	Stormwater Fund	Cemetery Trust	Grants/ Bank Note	Golf Course	Airport Fund	American Rescue Plan	Total
<b><u>FISCAL YEAR 2024/2025</u></b>												
<b>General Government</b>												
Vx Rail Lease Payments			45,355									45,355
City Wide Computers			35,000									35,000
COSTv Equipment			15,000									15,000
Network Infrastructure			30,000									30,000
<b>Police Department</b>												
Police Vehicles			485,383									485,383
Vehicle/Body Cameras			88,776									88,776
CAD/RMS System Update			60,775									60,775
Road Patrol Equipment	34,800											34,800
<b>Community Development</b>												
Working Waterfront Expansion				250,000				250,000				500,000
CDBG Grant Program								130,000				130,000
Riverview Park Master Plan			500,000									500,000
<b>Roads Department</b>												
Street Repaving		1,099,840										1,099,840
Street Reconstruction			1,209,768									1,209,768
Sidewalk Replacement	75,000											75,000
<b>Public Facilities Department</b>												
Air Conditioner Replacement			30,000									30,000
Art Center Roofing	30,000											30,000
<b>Cemetery</b>												
Columbarium Niches							95,000					95,000
<b>Leisure Services Department</b>												
Maintenance Equipment	12,000											12,000
Parks Division Vehicles	40,000											40,000
Splash Pad Replacement			1,000,000									1,000,000
Playground Improvements					60,000							60,000
Park Improvements					20,000							20,000
<b>Stormwater</b>												
Slip Lining/Pipe Replacement						182,000						182,000
Schumann Drive		750,000										750,000
Stonecrop Upstream Drainage		305,000						915,000				1,220,000
Tulip Drive Road Crossing		250,000										250,000
<b>Golf Course</b>												
Golf Bunker Renovations									50,000			50,000
<b>Airport</b>												
Airport Maintenance Equipment										9,000		9,000
Design Taxiway Golf			43,100					172,400				215,500
Construct Taxiway Golf			197,520					790,080				987,600
<b>Total FY 2024/2025</b>	<b>\$ 191,800</b>	<b>\$ 1,099,840</b>	<b>\$ 5,045,677</b>	<b>\$ 250,000</b>	<b>\$ 80,000</b>	<b>\$ 182,000</b>	<b>\$ 95,000</b>	<b>\$ 2,257,480</b>	<b>\$ 50,000</b>	<b>\$ 9,000</b>	<b>\$ -</b>	<b>\$ 9,260,797</b>

**CITY OF SEBASTIAN, FLORIDA  
FISCAL YEAR 2024-29  
CAPITAL IMPROVEMENT PROGRAM  
BY FUNDING SOURCE**

	General Fund	Local Option Gas Tax	DST	Community Redevelopment Agency	Recreation Impact Fees	Stormwater Fund	Cemetery Trust	Grants/ Bank Note	Golf Fund	Airport Fund	American Rescue Plan	Total
<b><u>FISCAL YEAR 2025/2026</u></b>												
<b>General Government</b>												
Vx Rail Lease Payments			45,355									45,355
City Wide Computers			45,000									45,000
COSiv Equipment			15,000									15,000
Network Infrastructure			30,000									30,000
<b>Police Department</b>												
Police Vehicles			373,152									373,152
Vehicle/Body Cameras			93,776									93,776
CAD/RMS System Update			60,775									60,775
Road Patrol Equipment	8,500											8,500
Indoor Firearms Range			1,250,000					3,750,000				5,000,000
<b>Community Development</b>												
Working Waterfront Expansion				250,000				250,000				500,000
CDBG Grant Program								130,000				130,000
Riverview Park Master Plan			500,000									500,000
<b>Roads Department</b>												
Street Repaving		772,192										772,192
Street Reconstruction			801,028									801,028
Sidewalk Replacement	75,000											75,000
<b>Public Facilities Department</b>												
Air Conditioner Replacement			30,000									30,000
<b>Leisure Services Department</b>												
Playground Improvements					120,000							120,000
Park Improvements					20,000							20,000
<b>Stormwater</b>												
Slip Lining/Pipe Replacement						200,000						200,000
Stonecrop Upstream Drainage			77,500					232,500				310,000
Bayfront Road Crossing			250,000									250,000
<b>Golf Course</b>												
Golf Bunker Renovations									50,000			50,000
<b>Airport</b>												
Airport Mower Deck										30,000		30,000
Aircraft Wash Rack								100,000		\$ 25,000		125,000
Construct Shade Hangar			260,000					1,040,000				1,300,000
Construct Taxiway Golf			197,520					790,080				987,600
<b>Total FY 2025/2026</b>	<b>\$ 83,500</b>	<b>\$ 772,192</b>	<b>\$ 4,029,106</b>	<b>\$ 250,000</b>	<b>\$ 140,000</b>	<b>\$ 200,000</b>	<b>\$ -</b>	<b>\$ 6,292,580</b>	<b>\$ 50,000</b>	<b>\$ 55,000</b>	<b>\$ -</b>	<b>\$ 11,872,378</b>

**CITY OF SEBASTIAN, FLORIDA  
FISCAL YEAR 2024-29  
CAPITAL IMPROVEMENT PROGRAM  
BY FUNDING SOURCE**

	General Fund	Local Option Gas Tax	DST	Community Redevelopment Agency	Recreation Impact Fees	Stormwater Fund	Cemetery Trust	Grants/ Bank Note	Golf Fund	Airport Fund	American Rescue Plan	Total
<b><u>FISCAL YEAR 2026/2027</u></b>												
<b>General Government</b>												
Vx Rail Lease Payments			45,355									45,355
City Wide Computers			35,000									35,000
COSTv Equipment			15,000									15,000
Network Infrastructure			30,000									30,000
Security Cameras			-									-
<b>Police Department</b>												
Police Vehicles			391,809									391,809
Vehicle/Body Cameras			93,776									93,776
CAD/RMS System Update			60,775									60,775
Road Patrol Equipment	8,500											8,500
<b>Community Development</b>												
Working Waterfront Expansion				250,000				250,000				500,000
CDBG Grant Program								130,000				130,000
Riverview Park Event Center			1,000,000	-								1,000,000
<b>Roads Department</b>												
Street Repaving		569,552										569,552
Street Reconstruction			1,017,818									1,017,818
Sidewalk Replacement	75,000											75,000
<b>Public Facilities Department</b>												
Facilities Maintenance Veh	45,000											45,000
Air Conditioner Replacement			35,000									35,000
<b>Cemetery</b>												
Cemetery Equipment							13,000					13,000
Cemetery Vehicle							40,000					40,000
Cemetery Irrigation Pump							40,000					40,000
<b>Leisure Services Department</b>												
Maintenance Equipment	28,000											28,000
Playground Improvements					120,000							120,000
Park Improvements					20,000							20,000
<b>Stormwater</b>												
Slip Lining/Pipe Replacement						220,000						220,000
Stonecrop Upstream Drainage			86,250					258,750				345,000
Ocean Cove Drainage			350,000									350,000
<b>Golf Course</b>												
Golf Bunker Renovations									50,000			50,000
<b>Airport</b>												
Aircraft Wash Rack								100,000		(100,000)		-
Airport Equipment Shelter								40,000		10,000		50,000
Terminal Apron Expansion			240,000					960,000				1,200,000
Design NW Airport Access			50,000					200,000				250,000
<b>Total FY 2026/2027</b>	<b>\$ 156,500</b>	<b>\$ 569,552</b>	<b>\$ 3,450,783</b>	<b>\$ 250,000</b>	<b>\$ 140,000</b>	<b>\$ 220,000</b>	<b>\$ 93,000</b>	<b>\$ 1,938,750</b>	<b>\$ 50,000</b>	<b>\$ (90,000)</b>	<b>\$ -</b>	<b>6,778,585</b>

**CITY OF SEBASTIAN, FLORIDA  
FISCAL YEAR 2024-29  
CAPITAL IMPROVEMENT PROGRAM  
BY FUNDING SOURCE**

	General Fund	Local Option Gas Tax	DST	Community Redevelopment Agency	Recreation Impact Fees	Stormwater Fund	Cemetery Trust	Grants/ Bank Note	Golf Fund	Airport Fund	American Rescue Plan	Total
<b><u>FISCAL YEAR 2027/2028</u></b>												
<b>General Government</b>												
Vx Rail Lease Payments			45,355									45,355
City Wide Computers			45,000									45,000
COSTv Equipment			15,000									15,000
Network Infrastructure			30,000									30,000
<b>Police Department</b>												
Police Vehicles			411,400									411,400
Vehicle/Body Cameras			93,776									93,776
CAD/RMS System Update			60,775									60,775
Road Patrol Equipment	8,500											8,500
<b>Community Development</b>												
CDBG Grant Program								130,000				130,000
Central Avenue Catalyst Site				500,000								500,000
<b>Roads Department</b>												
Street Repaving		392,611										392,611
Street Reconstruction			1,614,132									1,614,132
Sidewalk Replacement	75,000											75,000
<b>Public Facilities Department</b>												
Air Conditioner Replacement			35,000									35,000
<b>Cemetery</b>												
Cemetery Equipment							16,000					16,000
<b>Leisure Services Department</b>												
Maintenance Equipment	22,000											22,000
Playground Improvements					80,000							80,000
Park Improvements					20,000							20,000
<b>Stormwater</b>												
Slip Lining/Pipe Replacement						242,000						242,000
<b>Golf</b>												
Replace Ice Machine									10,000			10,000
Golf Bunker Renovations									50,000			50,000
<b>Airport</b>												
Airport Backhoe Loader										65,000		65,000
Construct NW Airport Access			600,000					2,400,000				3,000,000
<b>Total FY 2027/2028</b>	<b>\$ 105,500</b>	<b>\$ 392,611</b>	<b>\$ 2,950,437</b>	<b>\$ 500,000</b>	<b>\$ 100,000</b>	<b>\$ 242,000</b>	<b>\$ 16,000</b>	<b>\$ 2,530,000</b>	<b>\$ 60,000</b>	<b>\$ 65,000</b>	<b>\$ -</b>	<b>\$ 6,961,549</b>

**CITY OF SEBASTIAN, FLORIDA  
FISCAL YEAR 2024-29  
CAPITAL IMPROVEMENT PROGRAM  
BY FUNDING SOURCE**

	General Fund	Local Option Gas Tax	DST	Community Redevelopment Agency	Recreation Impact Fees	Stormwater Fund	Cemetery Trust	Grants/ Bank Note	Golf Fund	Airport Fund	American Rescue Plan	Total
<b>FISCAL YEAR 2028/2029</b>												
<b>General Government</b>												
Vx Rail Lease Payments			45,355									45,355
City Wide Computers			35,000									35,000
COSTv Equipment			15,000									15,000
Network Infrastructure			30,000									30,000
<b>Police Department</b>												
Police Vehicles			431,970									431,970
Vehicle/Body Cameras			93,776									93,776
CAD/RMS System Update			60,775									60,775
Road Patrol Equipment	8,500											8,500
<b>Community Development</b>												
CDBG Grant Program								130,000				130,000
<b>Roads Department</b>												
Street Repaving		417,500										417,500
Street Reconstruction			1,670,000									1,670,000
Sidewalk Replacement	75,000											75,000
<b>Public Facilities</b>												
Air Conditioner Replacement			40,000									40,000
<b>Leisure Services Department</b>												
Maintenance Equipment	30,000											30,000
Park Improvements					20,000							20,000
<b>Stormwater</b>												
Slip Lining/Pipe Replacement						266,000						266,000
<b>Golf Course</b>												
Golf Bunker Renovations									50,000			50,000
<b>Airport</b>												
Design Taxiway Bravo Rehab			11,500					218,500				230,000
<b>Total FY 2028/2029</b>	<b>\$ 113,500</b>	<b>\$ 417,500</b>	<b>\$ 2,433,376</b>	<b>\$ -</b>	<b>\$ 20,000</b>	<b>\$ 266,000</b>	<b>\$ -</b>	<b>\$ 348,500</b>	<b>\$ 50,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 3,648,876</b>
<b>Grand Total</b>	<b>\$ 1,126,060</b>	<b>\$ 3,785,118</b>	<b>\$ 22,400,613</b>	<b>\$ 1,310,000</b>	<b>\$ 850,000</b>	<b>\$ 1,285,000</b>	<b>\$ 393,000</b>	<b>\$ 25,555,462</b>	<b>\$ 352,300</b>	<b>\$ 154,000</b>	<b>\$ 30,000</b>	<b>\$ 57,241,554</b>

**CITY OF SEBASTIAN, FLORIDA  
FISCAL YEAR 2024-2029  
CAPITAL IMPROVEMENT PROJECT REQUEST AND JUSTIFICATION FORM**

**GENERAL GOVERNMENT - MIS DIVISION**

<b>Project Name:</b>	Vx Rail Lease Payments	<b>Project Description:</b>					
<b>Funding Source:</b>	Discretionary Sales Tax	Capital Lease Payments on VxRail Infrastructure.					
<b>Justification:</b>	This product is used to effectively manage all the Police Department programs and applications that are hosted in the cloud. It was initially acquired in FY 19-20 via a five year capital lease arrangement.						
<b>Project Costs:</b>						Project	
	<u>FY 23-24</u>	<u>FY 24-25</u>	<u>FY 25-26</u>	<u>FY 26-27</u>	<u>FY 27-28</u>	<u>FY 28-29</u>	<u>Total</u>
	\$ 43,195	\$ 45,355	\$ 45,355	\$ 45,355	\$ 45,355	\$ 45,355	\$ 269,969
<b>Operating Impact:</b>							
	\$ -	\$ (5,615)	\$ (5,032)	\$ 2,354	\$ 15,680	\$ 33,174	\$ 40,560
<b>Project Pricing:</b>	Lease provided through Dell, the only provider of this technology. It is assumed that after the last payment in FY 23-24, another financing will be required for an equivalent acquisition of this type of technology. A 5% increase in cost is anticipated.						

<b>Project Name:</b>	City Wide Computers	<b>Project Description:</b>					
<b>Funding Source:</b>	Discretionary Sales Tax	Upgrades of 7-10 Workstations a Year for All Departments. Most of the Police Department Units will be included with Vehicle Purchases.					
<b>Justification:</b>	Computer workstations and laptops in all Departments need to be replaced and updated on a five year schedule to keep up with technology.						
<b>Project Costs:</b>						Project	
	<u>FY 23-24</u>	<u>FY 24-25</u>	<u>FY 25-26</u>	<u>FY 26-27</u>	<u>FY 27-28</u>	<u>FY 28-29</u>	<u>Total</u>
	\$ 45,000	\$ 35,000	\$ 45,000	\$ 35,000	\$ 45,000	\$ 35,000	\$ 240,000
<b>Operating Impact:</b>							
	\$ -	\$ (7,650)	\$ (7,300)	\$ (3,750)	\$ 6,900	\$ 18,250	\$ 6,450
<b>Project Pricing:</b>	Laptops @ \$3,000 each with 5 year warranties, docking stations and monitors. Desktops @ \$1,500 each.						

<b>Project Name:</b>	COStv Equipment	<b>Project Description:</b>					
<b>Funding Source:</b>	Discretionary Sales Tax	Update Equipment needed to continue broadcasting.					
<b>Justification:</b>	COStv is constantly replacing and updating equipment in order to continue to provide the public with programming of our boards & committees, along with other events. We are looking to replace the speaker system in the chambers as we have a couple speakers that are no longer functional						
<b>Project Costs:</b>						Project	
	<u>FY 23-24</u>	<u>FY 24-25</u>	<u>FY 25-26</u>	<u>FY 26-27</u>	<u>FY 27-28</u>	<u>FY 28-29</u>	<u>Total</u>
	\$ 15,000	\$ 15,000	\$ 15,000	\$ 15,000	\$ 15,000	\$ 15,000	\$ 90,000
<b>Operating Impact:</b>							
	\$0	\$ (2,550)	\$ (3,000)	\$ (1,350)	\$ 2,100	\$ 6,750	\$ 1,950
<b>Project Pricing:</b>	JBL CBT70J-1 (2)@ \$1245 = \$2490, JBL CBT 70JE-1-WH Extension (2)@ \$705 = \$1,410, JBL CBT 50LA-1 (4)@ \$485 = \$1,940, Crown CDi DriveCore 4 300BL Power Amplifier (1)@ \$2,800 Wiring & Accessories \$500, Total\$ 9,140 + 20% for Price Changes = 11,000 For Speakers alone						

<b>Project Name:</b>	Network Infrastructure	<b>Project Description:</b>					
<b>Funding Source:</b>	Discretionary Sales Tax	Network Infrastructure Upgrades.					
<b>Justification:</b>	General upgrading of network infrastructure to continue providing services. Includes switches, servers and other needed infrastructure to improve the speed of the network and reliability of services.						
<b>Project Costs:</b>						Project	
	<u>FY 23-24</u>	<u>FY 24-25</u>	<u>FY 25-26</u>	<u>FY 26-27</u>	<u>FY 27-28</u>	<u>FY 28-29</u>	<u>Total</u>
	\$ 30,000	\$ 30,000	\$ 30,000	\$ 30,000	\$ 30,000	\$ 30,000	\$ 180,000
<b>Operating Impact:</b>							
	\$ -	\$ (5,100)	\$ (6,000)	\$ (2,700)	\$ 4,200	\$ 13,500	\$ 3,900
<b>Project Pricing:</b>	Depending on the use case of the hardware, availability and restrictions on where some devices come from determines the price of the hardware.						

**CITY OF SEBASTIAN, FLORIDA  
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**GENERAL GOVERNMENT - MIS DIVISION (CONTINUED)**

<b>Project Name:</b>	Core and Remote Switches	<b>Project Description:</b>					
<b>Funding Source:</b>	Discretionary Sales Tax	Upgrade of Core and Remote Switches.					
<b>Justification:</b>	Replacement of the Core Switches in both City Hall and the Police Department are needed every five years in order to maintain security and provide the services required.						
<b>Project Costs:</b>						<b>Project Total</b>	
	<u>FY 23-24</u>	<u>FY 24-25</u>	<u>FY 25-26</u>	<u>FY 26-27</u>	<u>FY 27-28</u>	<u>FY 28-29</u>	
	\$ 60,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 60,000
<b>Operating Impact:</b>							
	\$ -	\$ (10,200)	\$ (1,800)	\$ 6,600	\$ 13,800	\$ 18,600	\$ 27,000
<b>Project Pricing:</b>	Prices for the replacment of the (2) Main Internet Firewalls are coming in at over 29,000 a piece with 5 years of coverage. Might be able to get that price down based on when we do this project as Sophos might give us a Trade-up" credit on our current ones.						

<b>Project Name:</b>	Security Cameras	<b>Project Description:</b>					
<b>Funding Source:</b>	Discretionary Sales Tax	Addition and updates of Security Cameras.					
<b>Justification:</b>	MIS will work with the Leisure Services Department and the Police Department to bring at least three cameras online at parks, along with updating and adding additional cameras on other City properties.						
<b>Project Costs:</b>						<b>Project Total</b>	
	<u>FY 23-24</u>	<u>FY 24-25</u>	<u>FY 25-26</u>	<u>FY 26-27</u>	<u>FY 27-28</u>	<u>FY 28-29</u>	
	\$ 30,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 30,000
<b>Operating Impact:</b>							
	\$ -	\$ (3,900)	\$ 600	\$ 5,100	\$ 9,000	\$ 11,700	\$ 22,500
<b>Project Pricing:</b>	Verkada Cameras are about \$3,000 a piece (5 yr support) for the small view or \$5,000 a piece for a camera housing with 4 cameras. A remote internet connection is \$1,100 (with 5 years of support) with a monthly charge of around 30.00 a month. There are also other costs that will need to be addresses such as poles and electric						

<b>Project Name:</b>	Sidewalk Assurance System	<b>Project Description:</b>					
<b>Funding Source:</b>	Discretionary Sales Tax	Added Techology in Riverview Park and down Indian River Drive.					
<b>Justification:</b>	This technology is needed will be added to Riverview Park and Indian River Drive to provide a means to improve safety and protect against unsupported insurance claims.						
<b>Project Costs:</b>						<b>Project Total</b>	
	<u>FY 23-24</u>	<u>FY 24-25</u>	<u>FY 25-26</u>	<u>FY 26-27</u>	<u>FY 27-28</u>	<u>FY 28-29</u>	
	\$ 50,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 50,000
<b>Operating Impact:</b>							
	\$ -	\$ (6,500)	\$ 1,000	\$ 8,500	\$ 15,000	\$ 19,500	\$ 37,500
<b>Project Pricing:</b>	Pricing is based on the maxium matching funds that we expect. We will be working with a private company to assist with obtaining the grant and to also to manage it.						

<b>Project Name:</b>	Cyber Security Features	<b>Project Description:</b>					
<b>Funding Source:</b>	Discretionary Sales Tax	Additional Software and Hardware for Cyber Security.					
<b>Justification:</b>	This is needed to provide protection from viruses and malware and will cover encryption software.						
<b>Project Costs:</b>						<b>Project Total</b>	
	<u>FY 23-24</u>	<u>FY 24-25</u>	<u>FY 25-26</u>	<u>FY 26-27</u>	<u>FY 27-28</u>	<u>FY 28-29</u>	
	\$ 30,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 30,000
<b>Operating Impact:</b>							
	-	(3,900)	600	5,100	9,000	11,700	\$ 22,500
<b>Project Pricing:</b>	Pricing is based on existing softwarethe maxium matching funds that we expect. We will be working with a						

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**GENERAL GOVERNMENT - MIS DIVISION (CONTINUED)**

<b>Project Name:</b>	Public Works Compound Firewall	<b>Project Description:</b>					
<b>Funding Source:</b>	Discretionary Sales Tax	Replace the Core Firewall, improve connection to the City Network and provide on-site servers to the Public Works Compound.					
<b>Justification:</b>	The Public Works Compound needs a more robust firewall then the one that is currently out on site. The current one was built by MIS from old server parts in order to get the building up and running. Servers also need to be relocated on site in order to have this facility more self sufficient.						
<b>Project Costs:</b>						Project	
	<u>FY 23-24</u>	<u>FY 24-25</u>	<u>FY 25-26</u>	<u>FY 26-27</u>	<u>FY 27-28</u>	<u>FY 28-29</u>	<u>Total</u>
	\$ 75,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 75,000
<b>Operating Impact:</b>							
	\$ -	\$ (9,750)	\$ 1,500	\$ 12,750	\$ 22,500	\$ 29,250	\$ 56,250
<b>Project Pricing:</b>	Pricing is based on the cost of firewall replacements experienced at City Hall.						

**POLICE DEPARTMENT**

<b>Project Name:</b>	Police Vehicles	<b>Project Description:</b>					
<b>Funding Source:</b>	Discretionary Sales Tax	<b>23/24-</b> 1 Administrative Vehicle, 5 Patrol Units replacement, 2 Patrol Units for new hires, 1 K-9 Vehicle and 1 Code Enforcement Vehicle, all with equipment. <b>24/25-</b> 5 Vehicle replacement and 2 Patrol Units for new hires, all with new equipment. <b>25/26-</b> 5 Vehicles w/equipment. <b>26/27-</b> 5 Vehicles w/equipment. <b>27/28-</b> 5 Vehicles w/equipment. <b>28/29-</b> 5 Vehicles w/equipment.					
<b>Justification:</b>	This replaces older vehicles with higher mileage and maintenance cost. Includes two patrol units in FY 23/24 and two patrol units for FY 24/25 in anticipation of adding Police Officers those years. Includes associated vehicle equipment including body cameras, computers and communications equipment.						
<b>Project Costs:</b>						Project	
	<u>FY 23-24</u>	<u>FY 24-25</u>	<u>FY 25-26</u>	<u>FY 26-27</u>	<u>FY 27-28</u>	<u>FY 28-29</u>	<u>Total</u>
	\$ 620,431	\$ 485,383	\$ 373,152	\$ 391,809	\$ 411,400	\$ 431,970	\$ 2,714,145
<b>Operating Impact:</b>							
	\$ -	\$ (124,086)	\$ (159,120)	\$ (123,169)	\$ (53,634)	\$ 13,938	\$ (446,071)
<b>Project Pricing:</b>	Written quotes not available due to impending price increase. Projected on prior year cost plus 5%.						

<b>Project Name:</b>	Vehicle/Body Cameras	<b>Project Description:</b>					
<b>Funding Source:</b>	Discretionary Sales Tax	5 Year Lease Agreement for Vehicle and Body Worn Cameras. Includes 3 Police Officers added in FY 22-23 and provides for 2 Code Enforcement Officers. Expected to be renewed in FY 26 with an estimated \$5,000 increase to annual fees.					
<b>Justification:</b>	To promote full transparency and obtain video surveillance footage of every encounter with Patrol Officers for evidentiary purposes. These will be added for Code Enforcement Officers. This is a 5 year lease agreement initiated in FY 20-21 and includes unlimited cloud storage and maintenance fees.						
<b>Project Costs:</b>						Project	
	<u>FY 23-24</u>	<u>FY 24-25</u>	<u>FY 25-26</u>	<u>FY 26-27</u>	<u>FY 26-27</u>	<u>FY 28-29</u>	<u>Total</u>
	\$ 88,776	\$ 88,776	\$ 93,776	\$ 93,776	\$ 93,776	\$ 93,776	\$ 552,656
<b>Operating Impact:</b>							
	\$ -	\$ (17,755)	\$ (26,633)	\$ (27,633)	\$ (19,255)	\$ (6,827)	\$ (98,103)
<b>Project Pricing:</b>	Pricing based of current agreement with added cameras, plus \$5,000 a year for a new lease in FY 25-26.						

**CITY OF SEBASTIAN, FLORIDA  
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**POLICE DEPARTMENT - (CONTINUED)**

<b>Project Name:</b>	CAD/RMS System Update	<b>Project Description:</b>					
<b>Funding Source:</b>	Discretionary Sales Tax	Soma global CAD/RMS System Implementation					
<b>Justification:</b>	Updated CAD/RMS system to address security and FDLE Technical Audit shortcomings and assist in providing fluid workflow throughout the Police Department. This five year agreement was approved in January 2022. Future year projections assume renewal or an alternate system at that level of expenditure.						
<b>Project Costs:</b>	Project						
	<u>FY 23-24</u>	<u>FY 24-25</u>	<u>FY 25-26</u>	<u>FY 26-27</u>	<u>FY 27-28</u>	<u>FY 28-29</u>	<u>Total</u>
	\$ 60,775	\$ 60,775	\$ 60,775	\$ 60,775	\$ 60,775	\$ 60,775	\$ 364,650
<b>Operating Impact:</b>							
	\$ -	\$ (10,332)	\$ (12,155)	\$ (5,470)	\$ 8,509	\$ 27,349	\$ 7,901
<b>Project Pricing:</b>	Based on approved agreement.						

<b>Project Name:</b>	Road Patrol Equipment	<b>Project Description:</b>					
<b>Funding Source:</b>	General Fund	<b>23/24</b> - 2 LIDAR Units \$5,300, 1 Night Vision Rifle Scope \$8,000, 4 Rapid ID Devices \$7,460 and 5 Tasers \$8,500. <b>24/25</b> - 2 LIDAR Units \$5,500, 2 Night Vision Goggles \$6,000, 4 Helmets \$4,800, 10 Ballistic Shields \$10,000 and 5 Tasers \$8,500. <b>25/26</b> - 5 Tasers \$8,500. <b>26/27</b> - 5 Tasers \$8,500. <b>27/28</b> - 5 Tasers \$8,500. <b>28/29</b> - 5 Tasers \$8,500.					
<b>Justification:</b>	Continue replacement of old LIDAR units. Upgrade the Special Response Unit Sniper Rifle Night Vision Scope Optics to allow a clearer field of view at longer distances under low light to dark conditions. Current scope only allows a clear sight picture at 50 yards. This item will provide an advantage and increase the safe operation of team members in the event of dealing with a critical incident during low light/dark conditions. Replace the 4 old Rapid ID units (10+ years old) with 4 new units with up-to-date software. Replace 2 Night Vision Goggles, 4 Police Special Response Team Helmets and 10 expiring Balistic Shields. Replacement of 5 of the older Taser units each year.						
<b>Project Costs:</b>	Project						
	<u>FY 23-24</u>	<u>FY 24-25</u>	<u>FY 25-26</u>	<u>FY 26-27</u>	<u>FY 27-28</u>	<u>FY 28-29</u>	<u>Total</u>
	\$ 29,260	\$ 34,800	\$ 8,500	\$ 8,500	\$ 8,500	\$ 8,500	\$ 98,060
<b>Operating Impact:</b>							
	\$ -	\$ (5,852)	\$ (9,886)	\$ (5,180)	\$ 376	\$ 5,026	\$ (15,516)
<b>Project Pricing:</b>	Written quotes. Price is factored to have a slight increase in cost next fiscal or calendar year.						

<b>Project Name:</b>	Indoor Firearms Range	<b>Project Description:</b>					
<b>Funding Source:</b>	80% Police Grant \$3,750,00. 20% Matching from Discretionary Sales Tax \$1,250,000.	Construction of a City owned indoor firearms range.					
<b>Justification:</b>	Police Officers currently travel outside of the City to use other municipality's facilities for firearms qualification. This begins when officers are hired and continues a few times a year until they retire. The Special Response Team must maintain the best level of proficiency, requiring even more training. Having the facility locally will reduce travel time and allow access at will versus competing with others for time slots. The facility can be restricted to City personnel or be opened to the public with a fee.						
<b>Project Costs:</b>	Project						
	<u>FY 23-24</u>	<u>FY 24-25</u>	<u>FY 25-26</u>	<u>FY 26-27</u>	<u>FY 27-28</u>	<u>FY 28-29</u>	<u>Total</u>
	\$ -	\$ -	\$ 5,000,000	\$ -	\$ -	\$ -	\$ 5,000,000
<b>Operating Impact:</b>							
	\$ -	\$ -	\$ -	\$ (950,000)	\$ (900,000)	\$ (750,000)	\$ (2,600,000)
<b>Project Pricing:</b>	Just a ballpark estimate. It is hoped that Grants will be found.						

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**POLICE DEPARTMENT - (CONTINUED)**

<b>Project Name:</b>	Investigations Equipment	<b>Project Description:</b>
<b>Funding Source:</b>	General Fund	Blocker Locker \$5,000, Blockbox Lab XL \$3,000 and Cree BM LED Streetlight Package \$3,500.

**Justification:** Mission Darkness Blocker Locker is a secure evidence cabinet that keeps devices individually locked, shielded and charged during storage. There has been an increase in requests from the State Attorney’s Office for digital evidence to be produced for criminal proceedings. Currently the Police Department does not have the means to properly secure digital devices, while maintaining the proper chain of custody. This equipment has seven compartments consisting of RF blocking materials and securely maintains evidence by preventing outside influence, such as remote hacking or wiping. The Blocker Locker is equipped with charging ports/cables, allowing digital devices to maintain a proper charge. BlockBOX Lab XL is a large forensic analysis enclosure that allows evidence technicians to access digital evidence in a secure manner. Once inside the BlockBox Lab, the digital device can be removed and connected to an evidence computer for evidence download, which allows evidence technicians to maintain the chain of custody and secure digital evidence from outside influence. The Blockbox XL has connection ports for device charging and will work with current Police Department software download equipment. The use of the Mission Darkness Blocker Locker and Mission Darkness BlockBox Xl would allow officers and evidence technicians to properly secure and download devices containing digital evidence. The Cree BM LED Streetlight Package D Axis M5074 + Microhard Modem will expand the capabilities of the Police Department and promote safety for officers conducting surveillance operations by utilizing covert surveillance techniques to conduct criminal investigations. Due to staffing shortages and the increase of counter-surveillance, the use of covert surveillance is crucial for obtaining evidence needed for criminal proceedings. This equipment will further assist officers in obtaining evidence for criminal investigations.

<b>Project Costs:</b>									
	<u>FY 23-24</u>	<u>FY 24-25</u>	<u>FY 25-26</u>	<u>FY 26-27</u>	<u>FY 27-28</u>	<u>FY 28-29</u>	<u>Project Total</u>		
	\$ 11,500	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 11,500		
<b>Operating Impact:</b>									
	\$ -	\$ (1,725)	\$ (460)	\$ 805	\$ 2,070	\$ 2,645	\$ 3,335		

**Project Pricing:** Written quotes have been obtained.

**COMMUNITY DEVELOPMENT DEPARTMENT**

<b>Project Name:</b>	Working Waterfront Expansion	<b>Project Description:</b>
<b>Funding Source:</b>	50% FIND Grant \$810,000 50% CRA Fund \$810,000	Expansion of the Working Waterfront Submerged Land Lease and Addition of Dock Facilities - Phase I.

**Justification:** Expand the Working Waterfront facilities and secure safe harbor for our commercial and aquaculture industry. Many existing marina facilities are no longer able to accommodate commercial fishing vessels The City has taken steps with the FDEP to expand the existing Submerged Land Lease and to receive grant funding from FIND. Phase I funding will include engineering design, permitting, and construction bid documents and award.

<b>Project Costs:</b>									
	<u>FY 23-24</u>	<u>FY 24-25</u>	<u>FY 25-26</u>	<u>FY 26-27</u>	<u>FY 27-28</u>	<u>FY 28-29</u>	<u>Project Total</u>		
	\$ 120,000	\$ 500,000	\$ 500,000	\$ 500,000	\$ -	\$ -	\$ 1,620,000		
<b>Operating Impact:</b>									
	\$ -	\$ (10,800)	\$ (54,600)	\$ (92,200)	\$ (121,000)	\$ (98,600)	\$ (377,200)		

**Project Pricing:** FIND grant award may cover half the cost of the projected project costs.

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**COMMUNITY DEVELOPMENT DEPARTMENT (CONTINUED)**

<b>Project Name:</b>	CDBG Grant Program	<b>Project Description:</b>
<b>Funding Source:</b>	HUD Community Development Block Grant Program	Housing Rehab and Infrastructure Improvements
<b>Justification:</b>	CDBG Entitlement grant. Projects are approved and awarded each year. Past projects have included sidewalks and housing repairs.	

<b>Project Costs:</b>							Project
<u>FY 23-24</u>	<u>FY 24-25</u>	<u>FY 25-26</u>	<u>FY 26-27</u>	<u>FY 27-28</u>	<u>FY 28-29</u>		<u>Total</u>
\$ 128,152	\$ 130,000	\$ 130,000	\$ 130,000	\$ 130,000	\$ 130,000		\$ 778,152
<b>Operating Impact:</b>							
\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		\$ -
<b>Project Pricing:</b>	Grant amount can vary.						

<b>Project Name:</b>	Riverview Park Master Plan	<b>Project Description:</b>
<b>Funding Source:</b>	Discretionary Sales Tax	Implementation of CRA Master Plan infrastructure improvements for the Riverview Park area.
<b>Justification:</b>	The CRA Master Plan supports planned improvements and should have immediate positive impacts to the business district and creation of event space. Includes Harrison Street, overflow parking and pavilion.	

<b>Project Costs:</b>							Project
<u>FY 23-24</u>	<u>FY 24-25</u>	<u>FY 25-26</u>	<u>FY 26-27</u>	<u>FY 27-28</u>	<u>FY 28-29</u>		<u>Total</u>
\$ -	\$ 500,000	\$ 500,000	\$ -	\$ -	\$ -		\$ 1,000,000
<b>Operating Impact:</b>							
\$ -	\$ -	\$ (45,000)	\$ (85,000)	\$ (70,000)	\$ (55,000)		\$ (255,000)
<b>Project Pricing:</b>	Cost estimate from the Master Plan.						

<b>Project Name:</b>	Riverview Park Event Center	<b>Project Description:</b>
<b>Funding Source:</b>	Discretionary Sales Tax	Implementation of CRA Master Plan for construction of an event center in the Riverview Park area.
<b>Justification:</b>	The CRA Master Plan supports a project to locate an event center in the Riverview Park area.	

<b>Project Costs:</b>							Project
<u>FY 23-24</u>	<u>FY 24-25</u>	<u>FY 25-26</u>	<u>FY 26-27</u>	<u>FY 27-28</u>	<u>FY 28-29</u>		<u>Total</u>
\$ -	\$ -	\$ -	\$ 1,000,000	\$ -	\$ -		\$ 1,000,000
<b>Operating Impact:</b>							
\$ -	\$ -	\$ -	\$ -	\$ (90,000)	\$ (80,000)		\$ (1,320,000)
<b>Project Pricing:</b>	Cost estimate from the Master Plan.						

<b>Project Name:</b>	Central Avenue Catalyst Site	<b>Project Description:</b>
<b>Funding Source:</b>	Community Redevelopment	Provide Event Space on North Central Avenue.
<b>Justification:</b>	The CRA Master Plan supports planned improvements and should have immediate positive impacts to the business district and creation of event space.	

<b>Project Costs:</b>							Project
<u>FY 23-24</u>	<u>FY 24-25</u>	<u>FY 25-26</u>	<u>FY 26-27</u>	<u>FY 27-28</u>	<u>FY 28-29</u>		<u>Total</u>
\$ -	\$ -	\$ -	\$ -	\$ 500,000	\$ -		\$ 500,000
<b>Operating Impact:</b>							
\$ -	\$ -	\$ -	\$ -	\$ -	\$ (45,000)		\$ (590,000)
<b>Project Pricing:</b>	Cost estimate from the Master Plan.						

**CITY OF SEBASTIAN, FLORIDA  
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**COMMUNITY DEVELOPMENT DEPARTMENT (CONTINUED)**

<b>Project Name:</b>	Community Development Offices	<b>Project Description:</b>					
<b>Funding Source:</b>	General Fund	Renovation of Community Development's Lobby and Offices.					
<b>Justification:</b>	The Community Development Department offices need improvements to meet current safety standards. Improvements will also improve work flow and create space.						
<b>Project Costs:</b>						Project	
	<u>FY 23-24</u>	<u>FY 24-25</u>	<u>FY 25-26</u>	<u>FY 26-27</u>	<u>FY 27-28</u>	<u>FY 28-29</u>	<u>Total</u>
	\$ 88,500	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 88,500
<b>Operating Impact:</b>							
	\$ -	\$ (30,090)	\$ (30,090)	\$ (28,320)	\$ (28,320)	\$ (26,550)	\$ (143,370)
<b>Project Pricing:</b>	Estimate is based on a conceptual drawing and cost estimate presented several years ago. Design build costs for the Building Department were in the amount of \$186,874. After subtracting the cost of carpeting, these improvements will be approximately half of those.						

**ROADS DEPARTMENT**

<b>Project Name:</b>	Pavement Grinder	<b>Project Description:</b>					
<b>Funding Source:</b>	General Fund	Purchase of Grinder for completing roadway repainting and striping.					
<b>Justification:</b>	This is requested by the Sign Shop to grind down thermoplastic and roadway paint when repainting and striping of roadways. It will be autoleveling to help ensure additional sections of pavement are not ground down during removal of thermoplastics and roadway paint. It will limit roadway deterioration and prolong pavement life, allowing efficient paint removal and reduce grinding time.						
<b>Project Costs:</b>						Project	
	<u>FY 23-24</u>	<u>FY 24-25</u>	<u>FY 25-26</u>	<u>FY 26-27</u>	<u>FY 27-28</u>	<u>FY 28-29</u>	<u>Total</u>
	\$ 22,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 22,000
<b>Operating Impact:</b>							
	\$ -	\$ (4,840)	\$ (4,840)	\$ (4,840)	\$ (4,840)	\$ (4,840)	\$ (24,200)
<b>Project Pricing:</b>	Two quotes were obtained which include training on the equipment.						

<b>Project Name:</b>	Vinyl Printer	<b>Project Description:</b>					
<b>Funding Source:</b>	General Fund	Purchase of a Vinyl Printer.					
<b>Justification:</b>	This equipment will be utilized for creating signs at the Sign Shop.						
<b>Project Costs:</b>						Project	
	<u>FY 23-24</u>	<u>FY 24-25</u>	<u>FY 25-26</u>	<u>FY 26-27</u>	<u>FY 27-28</u>	<u>FY 28-29</u>	<u>Total</u>
	\$ 16,100	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 16,100
<b>Operating Impact:</b>							
	\$ -	\$ (3,864)	\$ (2,737)	\$ (1,610)	\$ (805)	\$ (644)	\$ (9,660)
<b>Project Pricing:</b>	Pricing is based on current cost estimates that were provided by vendors.						

<b>Project Name:</b>	Enclosed Trailer	<b>Project Description:</b>					
<b>Funding Source:</b>	General Fund	Replacement for PW47 Enclosed Trailer.					
<b>Justification:</b>	This trailer was purchased in 2005 needs replacement. It is not weatherproof due to it's age and rainwater has been leaking into the interior. We attempted to refurbish it but at this point a replacement will be more effective. It is regularly used for road closures and transporting safety equipment, such as cones, roadway barriers, and signage used to protect workers in the right of way from adjacent traffic. It is also used with the events trailer to transport equipment needed for larger City events.						
<b>Project Costs:</b>						Project	
	<u>FY 23-24</u>	<u>FY 24-25</u>	<u>FY 25-26</u>	<u>FY 26-27</u>	<u>FY 27-28</u>	<u>FY 28-29</u>	<u>Total</u>
	\$ 8,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 8,000
<b>Operating Impact:</b>							
	\$ -	\$ (3,360)	\$ (3,200)	\$ (3,040)	\$ (2,880)	\$ (2,720)	\$ (15,200)
<b>Project Pricing:</b>	This quote was obtained from Indian River Trailers.						

**CITY OF SEBASTIAN, FLORIDA  
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**ROADS DEPARTMENT (CONTINUED)**

<b>Project Name:</b>	Street Repaving	<b>Project Description:</b>
<b>Funding Source:</b>	Local Option Gas Tax	Crack Sealing, Double Microsurfacing, Cape Sealing and 2" Overlay for Streets programmed by the Pavement Management Consultant to address preservation repaving and associated swale work.

**Justification:** These funds are to address streets that require resurfacing to extend their useful life. This work was deferred to allow associated swale work to be accomplished for past resurfacing projects. The Pavement Management Program has been updated, so these allocations are to act on the results of that update. The work that should have been done in FY 21-22 and FY 22-23 can be also be funded from cash balances currently on hand in the Local Option Gas Tax Fund. Annual appropriations from the Local Option Gas Tax Fund will be sufficient to fully implement the recommended Program.

<b>Project Costs:</b>							Project
	<u>FY 23-24</u>	<u>FY 24-25</u>	<u>FY 25-26</u>	<u>FY 26-27</u>	<u>FY 27-28</u>	<u>FY 28-29</u>	<u>Total</u>
	\$ 533,423	\$ 1,099,840	\$ 772,192	\$ 569,552	\$ 392,611	\$ 417,500	\$ 3,785,118

<b>Operating Impact:</b>							
	\$ -	\$ (69,345)	\$ (190,987)	\$ (226,042)	\$ (203,865)	\$ (135,904)	\$ (826,144)

**Project Pricing:** Based on Recommended Plan for preservation work, plus a proportionate estimate for the swale work.

<b>Project Name:</b>	Street Reconstruction	<b>Project Description:</b>
<b>Funding Source:</b>	Discretionary Sales Tax.	Reconstruction based on Pavement Management Consultant recommendations for major repairs and associated swale work.

**Justification:** These funds are to address streets in bad condition that are beyond normal repaving work and require full depth reconstruction. This work was deferred to allow associated swale work to be accomplished for past paving projects. The Pavement Management Program has been updated, so these allocations are to act on the results of that update. The work that should have been done in FY 21-22 and FY 22-23 can be also be funded from cash balances currently on hand in the ARPA and Local Option Gas Tax Funds. The balance allocated from the ARPA Fund, plus these annual appropriations from the Discretionary Sales Tax will be sufficient to fully implement the recommended Program.

<b>Project Costs:</b>							Project
	<u>FY 23-24</u>	<u>FY 24-25</u>	<u>FY 25-26</u>	<u>FY 26-27</u>	<u>FY 27-28</u>	<u>FY 28-29</u>	<u>Total</u>
	\$ 1,780,163	\$ 1,209,768	\$ 801,028	\$ 1,017,818	\$ 1,614,132	\$ 1,670,000	\$ 8,092,909

<b>Operating Impact:</b>							
	\$ -	\$ (267,024)	\$ (252,672)	\$ (43,934)	\$ 220,399	\$ 400,435	\$ 57,205

**Project Pricing:** Project costs are projected based on the Recommended Plan for preservation work, plus a proportionate estimate for the associated swale work.

<b>Project Name:</b>	Sidewalk Replacement	<b>Project Description:</b>
<b>Funding Source:</b>	General Fund	Replace 5,000 linear feet of 5 foot wide sidewalk along high pedestrian/bicycle usage City streets each fiscal year.

**Justification:** The City receives a large number of citizen request to repair sidewalks in a highly deteriorated condition. These are serious trip and fall hazards and expose the City to significant tort liability. The City has not had a formal sidewalk repair/replacement program for many years and only makes spot repairs following significant trip and fall incidents. This work may be contracted out to adequately address this need.

<b>Project Costs:</b>							Project
	<u>FY 23-24</u>	<u>FY 24-25</u>	<u>FY 25-26</u>	<u>FY 26-27</u>	<u>FY 27-28</u>	<u>FY 28-29</u>	<u>Total</u>
	\$ 75,000	\$ 75,000	\$ 75,000	\$ 75,000	\$ 75,000	\$ 75,000	\$ 450,000

<b>Operating Impact:</b>							
	\$ -	\$ (9,750)	\$ (16,500)	\$ (20,250)	\$ (21,000)	\$ (18,750)	\$ (86,250)

**Project Pricing:** Based on the anticipation that at a 5 foot sidewalk width, approximately 5,000 linear feet of PCC sidewalk can be placed per year at a cost of \$100,000.

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**ROADS DEPARTMENT (CONTINUED)**

<b>Project Name:</b>	Traffic Analyzers (2)	<b>Project Description:</b>					
<b>Funding Source:</b>	General Fund	Purchase two Traffic Analyzer Units.					
<b>Justification:</b>	Thes units are needed for use in the Roads Department.						
<b>Project Costs:</b>						Project	
	<u>FY 23-24</u>	<u>FY 24-25</u>	<u>FY 25-26</u>	<u>FY 26-27</u>	<u>FY 27-28</u>	<u>FY 28-29</u>	<u>Total</u>
	\$ 3,500	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 3,500
<b>Operating Impact:</b>							
	\$ -	\$ (455)	\$ (315)	\$ (175)	\$ (35)	\$ 105	\$ (875)
<b>Project Pricing:</b>	Pricing is estimated.						

<b>Project Name:</b>	Air Compressor Jack Hammer	<b>Project Description:</b>					
<b>Funding Source:</b>	General Fund	Purchase a Trailer Mounted Sullair Air Compressor Jack Hammer to break up existing sidewalks and driveways in need of replacement.					
<b>Justification:</b>	Currently the Roads department is using a generator with concrete saws and jack hammers to complete small concrete removal jobs. Tying the machinery to a generator limits the movement of the equipment as with a further distance from the generator causes an electric loss. On larger jobs the generator and equipment are moved in multiple passes. We have seen in the past few years an increase in concrete removals as the draiange repairs are now completed in conjunction with road repavings. We are also planning to replace many sections of City sidewalks. With these large removal jobs it is more efficient to use a higher powered air compressor powered jack hammer that is trailer mounted. With this purchase we would have a higher powered jack hammer that will allow for quicker and more efficient concrete removals. This equipment could also be used to complete work for other City departments.						
<b>Project Costs:</b>						Project	
	<u>FY 23-24</u>	<u>FY 24-25</u>	<u>FY 25-26</u>	<u>FY 26-27</u>	<u>FY 27-28</u>	<u>FY 28-29</u>	<u>Total</u>
	\$ 28,400	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 28,400
<b>Operating Impact:</b>							
	\$ -	\$ (5,680)	\$ (2,840)	\$ -	\$ 2,840	\$ 3,976	\$ (1,704)
<b>Project Pricing:</b>	Pricing estimated from the Florida Sheriff's Contract. Includes a 100lb air hammer and 200 ft. air hose.						

<b>Project Name:</b>	Sign Shop Truck	<b>Project Description:</b>					
<b>Funding Source:</b>	General Fund	Replacement of PW08 used for transporting, removing and installing roadway signs.					
<b>Justification:</b>	PW08 is currently at its service age. The replacement will have a sign puller attached to the front of the truck, which will make day to day operations smoother as it is designed specifically for that purpose. The truck will be a dual axle vehicle with two wheel drive and an 11 foot utility body suitable for storing longer sign post. It will be used on a daily basis for sign inspections, repairs and off hours as needed for emergency sign replacements due to accidents. It will also be able to tow the event trailer as needed and provide event signage.						
<b>Project Costs:</b>						Project	
	<u>FY 23-24</u>	<u>FY 24-25</u>	<u>FY 25-26</u>	<u>FY 26-27</u>	<u>FY 27-28</u>	<u>FY 28-29</u>	<u>Total</u>
	\$ 75,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 75,000
<b>Operating Impact:</b>							
	\$ -	\$ (15,000)	\$ (7,500)	\$ -	\$ 7,500	\$ 10,500	\$ (4,500)
<b>Project Pricing:</b>	Quote was obtained from Bartow Ford for the specifications described above.						

**CITY OF SEBASTIAN, FLORIDA  
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**FACILITY MAINTENANCE DIVISION**

<b>Project Name:</b>	Facilities Maintenance Vehicles	<b>Project Description:</b>
<b>Funding Source:</b>	General Fund	FY 23-24 \$63K Work Van FY 26-27 \$45K 1/2 Ton Extended Cab Pickup.

**Justification:** These are recommended replacements from Fleet Maintenance based on the age/mileage and maintenance expenditures. BM101 (GMC Van) replacement was moved up due to the amount of rust of the body and the cost for repairs.

<b>Project Costs:</b>							Project
	<u>FY 23-24</u>	<u>FY 24-25</u>	<u>FY 25-26</u>	<u>FY 26-27</u>	<u>FY 27-28</u>	<u>FY 28-29</u>	<u>Total</u>
	\$ 63,000	\$ -	\$ -	\$ 45,000	\$ -	\$ -	\$ 108,000
<b>Operating Impact:</b>							
	\$ -	\$ (8,190)	\$ (5,670)	\$ (3,150)	\$ (6,480)	\$ (2,160)	\$ (25,650)
<b>Project Pricing:</b>	Pricing is based on current cost estimates that were provided by vendors.						

<b>Project Name:</b>	Air Conditioner Replacement	<b>Project Description:</b>
<b>Funding Source:</b>	Discretionary Sales Tax	Replacement of air conditioning units, as needed.

**Justification:** We currently have 10 units that are 15+ years old at facilities within the City. As these units age we are going to continue having maintenance issues and some will need to be replaced. This line item will provide funding in the event that we need to replace air conditioning units throughout the year.

<b>Project Costs:</b>							Project
	<u>FY 23-24</u>	<u>FY 24-25</u>	<u>FY 25-26</u>	<u>FY 26-27</u>	<u>FY 27-28</u>	<u>FY 28-29</u>	<u>Total</u>
	\$ 25,000	\$ 30,000	\$ 30,000	\$ 35,000	\$ 35,000	\$ 40,000	\$ 195,000
<b>Operating Impact:</b>							
	\$ -	\$ (3,250)	\$ (6,150)	\$ (7,850)	\$ (9,000)	\$ (8,750)	\$ (35,000)
<b>Project Pricing:</b>	Pricing based on current replacement costs of a standard sized unit within City facilities and the recent average number of units that have been replaced annually.						

<b>Project Name:</b>	Roof Replacements	<b>Project Description:</b>
<b>Funding Source:</b>	General Fund	Reroofing Restroom Buildings at Creative Park and Hardee Park.

**Justification:** These restroom facilities are in need of reroofing.

<b>Project Costs:</b>							Project
	<u>FY 23-24</u>	<u>FY 24-25</u>	<u>FY 25-26</u>	<u>FY 26-27</u>	<u>FY 27-28</u>	<u>FY 28-29</u>	<u>Total</u>
	\$ 17,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 17,000
<b>Operating Impact:</b>							
	\$ -	\$ (3,250)	\$ (6,150)	\$ (7,850)	\$ (9,000)	\$ (8,750)	\$ (35,000)
<b>Project Pricing:</b>	Pricing based on cost estimates provided March 30, 2023 to re-roof restrooms with metal roofing.						

<b>Project Name:</b>	Art Center Roofing	<b>Project Description:</b>
<b>Funding Source:</b>	General Fund	Reroofing of the Art Center.

**Justification:** Current condition indicates that the roof needs to be recovered. Work will include disposing of the loose gravel from the existing roof, installing Duro-Last Fan Fold insulation across the roof and installing a 50 millileter membrane with auger fassteners into the deck.

<b>Project Costs:</b>							Project
	<u>FY 23-24</u>	<u>FY 24-25</u>	<u>FY 25-26</u>	<u>FY 26-27</u>	<u>FY 27-28</u>	<u>FY 28-29</u>	<u>Total</u>
	\$ -	\$ 30,000	\$ -	\$ -	\$ -	\$ -	\$ 30,000
<b>Operating Impact:</b>							
	\$ -	\$ -	\$ (5,100)	\$ (900)	\$ 3,300	\$ 6,900	\$ 4,200
<b>Project Pricing:</b>	Pricing based on cost estimate received on April 17, 2023 and includes permitting and engineering.						

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**CEMETERY DIVISION**

<b>Project Name:</b>	Cemetery Equipment	<b>Project Description:</b>					
<b>Funding Source:</b>	Cemetery Trust Fund	<b>23-24</b> - Replace Zero Turn Mower \$14,000. <b>26-27</b> - Replace Dump Trailer \$13,000. <b>27-28</b> - Replace Zero Turn Mower \$16,000.					
<b>Justification:</b>	Zero Turn mower C411 will exceed its replacement schedule for Hours and years in FY 23/24, Cemetery Dump Trailer will be replaced in FY 26-27, Zero Turn mower C409 will be replaced in FY 27-28						
<b>Project Costs:</b>						Project	
	<u>FY 23-24</u>	<u>FY 24-25</u>	<u>FY 25-26</u>	<u>FY 26-27</u>	<u>FY 27-28</u>	<u>FY 28-29</u>	<u>Total</u>
	\$ 14,000	\$ -	\$ -	\$ 13,000	\$ 16,000	\$ -	\$ 43,000
<b>Operating Impact:</b>							
	\$ -	\$ (2,380)	\$ (420)	\$ 1,540	\$ 1,010	\$ 1,230	\$ 980
<b>Project Pricing:</b>	Pricing based on current estimates for zero turn mowers and dump trailers thru multiple vendor quotes.						

<b>Project Name:</b>	Cemetery Vehicle	<b>Project Description:</b>					
<b>Funding Source:</b>	Cemetery Trust Fund	<b>27-28</b> - Replace 1/2 Ton Extended Cab Pickup \$40,000.					
<b>Justification:</b>	This is a recommended replacement from Fleet Maintenance based on the age/mileage and maintenance expenditures on the current truck C403						
<b>Project Costs:</b>						Project	
	<u>FY 23-24</u>	<u>FY 24-25</u>	<u>FY 25-26</u>	<u>FY 26-27</u>	<u>FY 27-28</u>	<u>FY 28-29</u>	<u>Total</u>
	\$ -	\$ -	\$ -	\$ 40,000	\$ -	\$ -	\$ 40,000
<b>Operating Impact:</b>							
	\$ -	\$ -	\$ -	\$ (6,800)	\$ (1,200)	\$ -	\$ (8,000)
<b>Project Pricing:</b>	This pricing and replacement schedule based on current price estimates provided by vendors.						

<b>Project Name:</b>	Cemetery Irrigation Pump	<b>Project Description:</b>					
<b>Funding Source:</b>	Cemetery Trust Fund	Additional Irrigation Pump.					
<b>Justification:</b>	The Cemetery is setup with one irrigation pump that runs for approximately 22.5 hours per day to irrigate all 5 units within the cemetery. Staff is requesting to purchase a second pump so that the two pumps can alternate and increase their lifespan. This also provides us an immediate backup if the pump fails.						
<b>Project Costs:</b>						Project	
	<u>FY 23-24</u>	<u>FY 24-25</u>	<u>FY 25-26</u>	<u>FY 26-27</u>	<u>FY 27-28</u>	<u>FY 28-29</u>	<u>Total</u>
	\$ 10,000	\$ -	\$ -	\$ 40,000	\$ -	\$ -	\$ 50,000
<b>Operating Impact:</b>							
	\$ -	\$ (1,300)	\$ 200	\$ 1,700	\$ (2,200)	\$ 4,700	\$ 3,100
<b>Project Pricing:</b>	Pricing is based on the current pump purchase price						

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**CEMETERY DIVISION (CONTINUED)**

<b>Project Name:</b>	Columbarium Niches	<b>Project Description:</b>					
<b>Funding Source:</b>	Cemetery Trust Fund		Add a New Columbarium Niche				
<b>Justification:</b>	The columbarium niches have become increasingly more popular, especially the double units. Based on the recent 3-year averages and the number of "double" units we have currently available we will need to begin adding additional niches in the coming years.						
<b>Project Costs:</b>						Project	
	<u>FY 23-24</u>	<u>FY 24-25</u>	<u>FY 25-26</u>	<u>FY 26-27</u>	<u>FY 27-28</u>	<u>FY 28-29</u>	<u>Total</u>
	\$ -	\$ 95,000	\$ -	\$ -	\$ -	\$ -	\$ 95,000
<b>Operating Impact:</b>							
	\$ -	\$ -	\$ (18,050)	\$ (17,100)	\$ (14,250)	\$ (13,300)	\$ (62,700)
<b>Project Pricing:</b>	Price is based on the current cost for a 120 unit columbarium niche being \$60,000. Additional funds are for the installation of the foundation, installation of the columbarium niche and permitting costs.						

<b>Project Name:</b>	Cemetery Grounds Maintenance	<b>Project Description:</b>					
<b>Funding Source:</b>	Cemetery Trust Fund		Lifting, leveling and lining up all markers and uprights, replacing concrete foundations for uprights as needed for Units 1, 2 and 4.				
<b>Justification:</b>	Most markers have begun to sink into the ground. Staff has worked to lift as many as possible, however there are still many they are unable to handle. This project would involve a professional monument company coming in to take care of all the markers and uprights that are needed to level the areas.						
<b>Project Costs:</b>						Project	
	<u>FY 23-24</u>	<u>FY 24-25</u>	<u>FY 25-26</u>	<u>FY 26-27</u>	<u>FY 27-28</u>	<u>FY 28-29</u>	<u>Total</u>
	\$ 165,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 165,000
<b>Operating Impact:</b>							
	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<b>Project Pricing:</b>	This is based off pricing obtained from a vendor in April 2023.						

**LEISURE SERVICES DEPARTMENT**

<b>Project Name:</b>	Maintenance Equipment	<b>Project Description:</b>					
<b>Funding Source:</b>	General Fund		Provide Necessary Maintenance or Replacement of equipment: 23-24 11K Replace (1) Zero Turn Mower P378. 23-24 \$12K Replace Mowing Crew Enclosed Trailer P350. 24-25 \$12K Replace Mowing Crew Enclosed Trailer. 26-27 \$28K Replace (2) Zero Turn Mowers. 27-28 \$22K Replace Bush Hog 15' Mower. 28-29 \$15K Replace Steel Green Sprayer/Spreader. 28-29 \$15K Replace Snapper Pro Zero Turn Mower.				
<b>Justification:</b>	Zero Turn Mower P378 is scheduled to be replaced this year as it has exceeded the number of years for daily commercial usage. P350 is an enclosed parks mowing crew trailer that is also scheduled for replacement in FY 23-24.						
<b>Project Costs:</b>						Project	
	<u>FY 23-24</u>	<u>FY 24-25</u>	<u>FY 25-26</u>	<u>FY 26-27</u>	<u>FY 27-28</u>	<u>FY 28-29</u>	<u>Total</u>
	\$ 23,000	\$ 12,000	\$ -	\$ 28,000	\$ 22,000	\$ 30,000	\$ 115,000
<b>Operating Impact:</b>							
	\$ -	\$ (3,910)	\$ (2,730)	\$ 2,170	\$ 1,850	\$ 5,310	\$ 2,690
<b>Project Pricing:</b>	Pricing for equipment is based on current cost estimates received from various vendors this fiscal year with projected cost increases for future years.						

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**LEISURE SERVICES DEPARTMENT (CONTINUED)**

<b>Project Name:</b>	Parks Division Vehicles	<b>Project Description:</b>					
<b>Funding Source:</b>	General Fund	Replacement Vehicles: 23-24 40K 1/2 Ton \$40K Extended Cab Pickup P308.					
<b>Justification:</b>	P308 is scheduled to be replaced as it is a 2004 Chevy Silverado that is seeing increased maintenance expenses and has exceeded the recommended service life.						
<b>Project Costs:</b>						Project Total	
	<u>FY 23-24</u>	<u>FY 24-25</u>	<u>FY 25-26</u>	<u>FY 26-27</u>	<u>FY 27-28</u>	<u>FY 28-29</u>	
\$	-	\$ 40,000	\$ -	\$ -	\$ -	\$ -	\$ 40,000
<b>Operating Impact:</b>							
\$	-	\$ -	\$ (8,000)	\$ (4,000)	\$ -	\$ 4,000	\$ (8,000)
<b>Project Pricing:</b>	Pricing is based on current cost estimates to replace this truck at the current time, factoring in a small increase in anticipated cost going into the new fiscal year.						

<b>Project Name:</b>	Parks Maintenance Shed	<b>Project Description:</b>					
<b>Funding Source:</b>	General Fund	Purchase a Shed for the Barber Street Maintenance Area for Storage of Parks Equipment.					
<b>Justification:</b>	Parks Division needs an open air shed to store equipment in order to improve the the expected lifespan. It will also serve as an area for staff to perform routine maintenance and repairs on small equipment.						
<b>Project Costs:</b>						Project Total	
	<u>FY 23-24</u>	<u>FY 24-25</u>	<u>FY 25-26</u>	<u>FY 26-27</u>	<u>FY 27-28</u>	<u>FY 28-29</u>	
\$	15,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 15,000
<b>Operating Impact:</b>							
\$	-	\$ (2,700)	\$ (2,100)	\$ (1,500)	\$ (900)	\$ (300)	\$ (7,500)
<b>Project Pricing:</b>	Pricing based on quote provided by a vendor that supplied covered shelters recently.						

<b>Project Name:</b>	Splash Pad Replacement	<b>Project Description:</b>					
<b>Funding Source:</b>	Discretionary Sales Tax Fund	Complete Replacement of the Splash Pad Located at Riverview Park.					
<b>Justification:</b>	The Splash Pad has exceeded its expected lifespan. Staff is having to replace pumps and filtration elements every year. The recirculation holding tank has leaks and needs to be replaced. The computer system on the splash pad operating system is outdated and we are unable to find replacement parts leaving staff with the inability to adjust the current settings.						
<b>Project Costs:</b>						Project Total	
	<u>FY 23-24</u>	<u>FY 24-25</u>	<u>FY 25-26</u>	<u>FY 26-27</u>	<u>FY 27-28</u>	<u>FY 28-29</u>	
\$	-	\$ 1,000,000	\$ -	\$ -	\$ -	\$ -	\$ 1,000,000
<b>Operating Impact:</b>							
\$	-	\$ -	\$ (300,000)	\$ (270,000)	\$ (240,000)	\$ (210,000)	\$ (1,020,000)
<b>Project Pricing:</b>	Price is estimated based on other splash pad designs and costs around the state.						

<b>Project Name:</b>	Friendship Park Baseball Field	<b>Project Description:</b>					
<b>Funding Source:</b>	Discretionary Sales Tax	Baseball field improvements.					
<b>Justification:</b>	These allocations enable dug-out and netting for the former practice field.						
<b>Project Costs:</b>						Project Total	
	<u>FY 23-24</u>	<u>FY 24-25</u>	<u>FY 25-26</u>	<u>FY 26-27</u>	<u>FY 27-28</u>	<u>FY 28-29</u>	
\$	25,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 25,000
<b>Operating Impact:</b>							
\$	-	\$ -	\$ 2,000	\$ 4,000	\$ 6,000	\$ 8,000	\$ 20,000
<b>Project Pricing:</b>	No detailed cost estimates are available at this time.						

**CITY OF SEBASTIAN, FLORIDA  
FISCAL YEAR 2024-2029  
CAPITAL IMPROVEMENT PROJECT REQUEST AND JUSTIFICATION FORM**

**LEISURE SERVICES DEPARTMENT (CONTINUED)**

<b>Project Name:</b>	Playground Improvements	<b>Project Description:</b>
<b>Funding Source:</b>	Recreation Impact Fund	Replace and improve current playgrounds throughout the City to become more accessible: <b>FY 23-24</b> Creative Playground. <b>FY 24-25</b> Bryant Court Park. <b>FY 25-26</b> Hardee Park & Schumann Park. <b>FY 26-27</b> Community Center & Friendship Park. <b>FY 27-28</b> Riverview Park

**Justification:** Many playgrounds are in need of replacement within the next few years to better serve our youth population. May secure grant funding for additional features to the Creative Playground.

<b>Project Costs:</b>							Project Total
	<u>FY 23-24</u>	<u>FY 24-25</u>	<u>FY 25-26</u>	<u>FY 26-27</u>	<u>FY 27-28</u>	<u>FY 28-29</u>	
	\$ 350,000	\$ 60,000	\$ 120,000	\$ 120,000	\$ 80,000	\$ -	\$ 730,000
<b>Operating Impact:</b>							
	\$ -	\$ (70,000)	\$ (75,000)	\$ (90,800)	\$ (104,200)	\$ (107,200)	\$ (447,200)

**Project Pricing:** Pricing is based on the pricing quotes in speaking with numerous vendors this year. The materials costs have increased drastically over the course of the last year, similar to most other construction materials.

<b>Project Name:</b>	Park Improvements	<b>Project Description:</b>
<b>Funding Source:</b>	Recreation Impact Fee Fund	Provide funds to Immediately Address Park Improvements.

**Justification:** These allocations enable the addressing of park expenditures brought to light by the public or Parks and Recreation Advisory Committee, so that concerns not budgeted can be addressed without delay.

<b>Project Costs:</b>							Project Total
	<u>FY 23-24</u>	<u>FY 24-25</u>	<u>FY 25-26</u>	<u>FY 26-27</u>	<u>FY 27-28</u>	<u>FY 28-29</u>	
	\$ 20,000	\$ 20,000	\$ 20,000	\$ 20,000	\$ 20,000	\$ 20,000	\$ 120,000
<b>Operating Impact:</b>							
	\$ -	\$ (4,000)	\$ (7,600)	\$ (10,800)	\$ (13,600)	\$ (16,000)	\$ (52,000)

**Project Pricing:** No cost estimates provided as these are unexpected park improvements.

**STORMWATER FUND**

<b>Project Name:</b>	Rubber Tire Excavator	<b>Project Description:</b>
<b>Funding Source:</b>	Discretionary Sales Tax	Replacement for SW686, a 2013 Caterpillar Rubber Tire Excavator.

**Justification:** The rubber tires of the 313 CAT allow it to be moved throughout the City without degrading the roads as compared to other pieces of equipment that need to be trailered. It is used every day and we believe it will be more cost effective to sell and replace the vehicle at this time.

<b>Project Costs:</b>							Project Total
	<u>FY 23-24</u>	<u>FY 24-25</u>	<u>FY 25-26</u>	<u>FY 26-27</u>	<u>FY 27-28</u>	<u>FY 28-29</u>	
	\$ 375,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 375,000
<b>Operating Impact:</b>							
	\$ -	\$ (86,250)	\$ (63,750)	\$ (41,250)	\$ (18,750)	\$ 3,750	\$ (206,250)

**Project Pricing:** This price was obtained from the Florida Sheriff's Heavy Duty Equipment contract to optimize the cost, as the FSA contract receives a reduced cost from the MSRP.

**CITY OF SEBASTIAN, FLORIDA**  
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**CAPITAL IMPROVEMENT PROJECT REQUEST AND JUSTIFICATION FORM**  
**STORMWATER FUND (CONTINUED)**

<b>Project Name:</b>	Walk Behind Concrete Saw	<b>Project Description:</b>	Purchase of a 20" Walk behind Concrete Saw for concrete removals.
<b>Funding Source:</b>	Stormwater Utility Fund		

**Justification:** The Stormwater department uses concrete saws for driveway and sidewalk removals. The current saws are not designed for such heavy continuous use and we have been seeing increased maintenance costs. At times we have even rented from local vendors while a saw needed repair. This is a heavy duty unit with a 20" blade in comparison to our 14"-16" blades and will help complete drainage improvements related to roadway repavings at a quicker pace.

<b>Project Costs:</b>								<b>Project Total</b>
	<u>FY 23-24</u>	<u>FY 24-25</u>	<u>FY 25-26</u>	<u>FY 26-27</u>	<u>FY 27-28</u>	<u>FY 28-29</u>		
	\$ 10,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 10,000
<b>Operating Impact:</b>								
	\$ -	\$ (2,000)	\$ (1,000)	\$ -	\$ 1,000	\$ 1,400	\$ -	\$ (600)
<b>Project Pricing:</b>	Obtained quotes from various local vendors.							

<b>Project Name:</b>	Brush Truck	<b>Project Description:</b>	Replacement for 2007 Sterling Brush Truck.
<b>Funding Source:</b>	Discretionary Sales Tax		

**Justification:** The Brush Truck is used for debris removal on a regular basis as well as during hurricane recovery. It is also regularly used to haul dirt, rock and road base for drainage maintenance and repair projects. The current truck will have more than 112,000 miles by the time of replacement.

<b>Project Costs:</b>								<b>Project Total</b>
	<u>FY 23-24</u>	<u>FY 24-25</u>	<u>FY 25-26</u>	<u>FY 26-27</u>	<u>FY 27-28</u>	<u>FY 28-29</u>		
	\$ 122,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 122,000
<b>Operating Impact:</b>								
	\$ -	\$ (28,060)	\$ (20,740)	\$ (13,420)	\$ (6,100)	\$ 1,220	\$ -	\$ (67,100)
<b>Project Pricing:</b>	Pricing is based on quotes obtained for brush truck replacements for the Roads Division in FY 22-23.							

<b>Project Name:</b>	Backhoe	<b>Project Description:</b>	Replacement for SW678 John Deere Backhoe.
<b>Funding Source:</b>	Discretionary Sales Tax		

**Justification:** The backhoe is used on a daily basis for digging and excavating at drainage maintenance sites including culverts and ditches. As a smaller sized piece of equipment, it can be used on smaller to medium job sites. Extensive maintenance has been required on the current backhoe and it is more cost effective for it to be replaced at this time.

<b>Project Costs:</b>								<b>Project Total</b>
	<u>FY 23-24</u>	<u>FY 24-25</u>	<u>FY 25-26</u>	<u>FY 26-27</u>	<u>FY 27-28</u>	<u>FY 28-29</u>		
	\$ 170,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 170,000
<b>Operating Impact:</b>								
	\$ -	\$ (39,100)	\$ (28,900)	\$ (18,700)	\$ (8,500)	\$ 1,700	\$ -	\$ (93,500)
<b>Project Pricing:</b>	Pricing has been determined from the Florida Sheriff's Contract pricing.							

<b>Project Name:</b>	Slip Lining/Pipe Replacement	<b>Project Description:</b>	Replacing pipe or sliplining when practical to repair existing drainage pipe and increase the lifespan.
<b>Funding Source:</b>	Stormwater Utility Fund		

**Justification:** Used for failing stormwater pipes. Sliplining avoids open cutting of the roadway and adjacent properties and is used when the depth and construction is expected to cause excessive damage.

<b>Project Costs:</b>								<b>Project Total</b>
	<u>FY 23-24</u>	<u>FY 24-25</u>	<u>FY 25-26</u>	<u>FY 26-27</u>	<u>FY 27-28</u>	<u>FY 28-29</u>		
	\$ 165,000	\$ 182,000	\$ 200,000	\$ 220,000	\$ 242,000	\$ 266,000	\$ -	\$ 1,275,000
<b>Operating Impact:</b>								
	\$ -	\$ (39,600)	\$ (83,280)	\$ (129,630)	\$ (180,610)	\$ (235,040)	\$ -	\$ (668,160)
<b>Project Pricing:</b>	Staff recently completed similar projects and has a good idea of the total cost for these projects. These estimates take into consideration the recently encountered increase in material cost.							



**CITY OF SEBASTIAN, FLORIDA  
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CAPITAL IMPROVEMENT PROJECT REQUEST AND JUSTIFICATION FORM  
STORMWATER FUND (CONTINUED)**

<b>Project Name:</b>	Stonecrop Upstream Drainage	<b>Project Description:</b>					
<b>Funding Source:</b>	75% FEMA Grant \$1,406,250. 25% Matching Requirement from Discretionary Sales Tax \$468,750.	Alteration of Upstream Areas Draining to the Stonecrop Drainage Basin following completion of the Improvements from Stonecrop to Laconia Street.					
<b>Justification:</b>	Additional upstream work will alter road crossings to increase their size, allowing water to flow with less restriction to the Stonectrop Basin where it is treated. This will reduce localized flooding upstream. This project will involve alterations of road crossings at Bayfront Terrace, Albatross Terrace, and Tulip Drive. Sections of the ditch hat need of stabilization will be armored. We will be applying for Hazard Mitigation Grant Program funding from FEMA to offset most of the costs of these improvements.						
<b>Project Costs:</b>						Project	
	<u>FY 23-24</u>	<u>FY 24-25</u>	<u>FY 25-26</u>	<u>FY 26-27</u>	<u>FY 27-28</u>	<u>FY 28-29</u>	<u>Total</u>
	\$ -	\$ 1,220,000	\$ 310,000	\$ 345,000	\$ -	\$ -	\$ 1,875,000
<b>Operating Impact:</b>							
	\$ -	\$ -	\$ (292,800)	\$ (367,200)	\$ (437,800)	\$ (434,700)	\$ (1,532,500)
<b>Project Pricing:</b>	An engineered estimate was provided with the Stormwater Master Plan and peer-reviewed for accuracy.						

<b>Project Name:</b>	Tulip Drive Road Crossing	<b>Project Description:</b>					
<b>Funding Source:</b>	Discretionary Sales Tax	Replace Road Crossing Pipes with a Con/Span Open Flow Design.					
<b>Justification:</b>	This is a pinch point on a main ditch, where pipes are undersized due to minimal road coverage over the pipes. It is recommended they be replaced with a Con/Span type open flow design to enhance conveyance. Roadway improvements will also be needed.						
<b>Project Costs:</b>						Project	
	<u>FY 23-24</u>	<u>FY 24-25</u>	<u>FY 25-26</u>	<u>FY 26-27</u>	<u>FY 27-28</u>	<u>FY 28-29</u>	<u>Total</u>
	\$ -	\$ 250,000	\$ -	\$ -	\$ -	\$ -	\$ 250,000
<b>Operating Impact:</b>							
	\$ -	\$ -	\$ (60,000)	\$ (60,000)	\$ (57,500)	\$ (57,500)	\$ (235,000)
<b>Project Pricing:</b>	Pricing was escalated from previous year sebmittal to allow for construction cost increases.						

<b>Project Name:</b>	Bayfront Road Crossing	<b>Project Description:</b>					
<b>Funding Source:</b>	Discretionary Sales Tax	Change Bayfront Road Crossing to Con/Span Open Flow Design.					
<b>Justification:</b>	This is a main ditch pinch point causing the existing ditch to overflow to residential properties. Using a con/span open flow design will prevent the existing pipe from being plugged with debris.						
<b>Project Costs:</b>						Project	
	<u>FY 23-24</u>	<u>FY 24-25</u>	<u>FY 25-26</u>	<u>FY 26-27</u>	<u>FY 27-28</u>	<u>FY 28-29</u>	<u>Total</u>
	\$ -	\$ -	\$ 250,000	\$ -	\$ -	\$ -	\$ 250,000
<b>Operating Impact:</b>							
	\$ -	\$ -	\$ -	\$ (60,000)	\$ (60,000)	\$ (57,500)	\$ (177,500)
<b>Project Pricing:</b>	Pricing was escalated from previous year sebmittal to allow for construction cost increases.						

<b>Project Name:</b>	Ocean Cove Drainage	<b>Project Description:</b>					
<b>Funding Source:</b>	Discretionary Sales Tax	Design is to Stabilize the Slopes.					
<b>Justification:</b>	At times when there are high water levels, the slopes are eroding and encroaching on private property. Design is to stabilize the slopes and keep the open conveyance of the ditch.						
<b>Project Costs:</b>						Project	
	<u>FY 23-24</u>	<u>FY 24-25</u>	<u>FY 25-26</u>	<u>FY 26-27</u>	<u>FY 27-28</u>	<u>FY 28-29</u>	<u>Total</u>
	\$ -	\$ -	\$ -	\$ 350,000	\$ -	\$ -	\$ 350,000
<b>Operating Impact:</b>							
	\$ -	\$ -	\$ -	\$ -	\$ (84,000)	\$ (84,000)	\$ (168,000)
<b>Project Pricing:</b>	Pricing was escalated from previous year sebmittal to allow for construction cost increases.						

**CITY OF SEBASTIAN, FLORIDA  
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**GOLF COURSE**

<b>Project Name:</b>	Golf Clubhouse Doors	<b>Project Description:</b>	Replace the Doors on the North and South Entrances.
<b>Funding Source:</b>	Golf Course		

**Justification:** The existing doors are over thirty years old. Parts for these doors are virtually impossible to obtain and most of the internal mechanisms are in a state of disrepair. The doors have gaps in them and the closures are completely worn, as the doors do not remain steady and closed when air pressure changes, such as when the doors are opened at the other end of the hallway.

<b>Project Costs:</b>							Project
	<u>FY 23-24</u>	<u>FY 24-25</u>	<u>FY 25-26</u>	<u>FY 26-27</u>	<u>FY 27-28</u>	<u>FY 28-29</u>	<u>Total</u>
	\$ 35,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 35,000

<b>Operating Impact:</b>							
	\$ -	\$ (11,900)	\$ (11,900)	\$ (11,200)	\$ (11,200)	\$ (10,500)	\$ (56,700)

**Project Pricing:** A small amount was added to a quote obtained from CDA Solutions in December 2022 based on expected increased prices.

<b>Project Name:</b>	Golf Shop Carpet	<b>Project Description:</b>	Replace Carpet in Golf Shop and Offices.
<b>Funding Source:</b>	Golf Course		

**Justification:** Carpet is very worn in these high traffic areas. New carpet will be tight-weave, berber style, which is excellent for players wearing golf (soft) spikes.

<b>Project Costs:</b>							Project
	<u>FY 23-24</u>	<u>FY 24-25</u>	<u>FY 25-26</u>	<u>FY 26-27</u>	<u>FY 27-28</u>	<u>FY 28-29</u>	<u>Total</u>
	\$ 3,800	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 3,800

<b>Operating Impact:</b>							
	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

**Project Pricing:** Price obtained from Home Depot and should be more than enough to cover the cost.

<b>Project Name:</b>	Golf Bunker Renovations	<b>Project Description:</b>	Rebuild Greenside Bunkers, Including Improving the Contours, Additional Drainage, New Sand and Sod.
<b>Funding Source:</b>	Golf Course		

**Justification:** The green-side bunkers have never been renovated. Through the years, many received additional sand as needed but the drainage of the bunkers has become blocked-up and bunker edges have eroded. After rain, most bunkers are filled with water and must either be pumped out or wait for a few days for the water to drain or evaporate. The bunkers are in need of new sand and drain-tile (perforated drain pipe). Rebuilding would also entail new contours (making some bunkers smaller) and new sod around bunker edges. There is approximately 75,000 total square feet of bunkers currently. Instead of executing all bunkers in one year, it could be favorable to both customers and our budget, to do a selected amount of bunkers each year, thus spreading-out the expense.

<b>Project Costs:</b>							Project
	<u>FY 23-24</u>	<u>FY 24-25</u>	<u>FY 25-26</u>	<u>FY 26-27</u>	<u>FY 27-28</u>	<u>FY 28-29</u>	<u>Total</u>
	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 300,000

<b>Operating Impact:</b>							
	\$ -	\$ (6,500)	\$ (11,000)	\$ (13,500)	\$ (14,000)	\$ (12,500)	\$ (57,500)

**Project Pricing:** Quote obtained from the Golf Course maintenance provider, International Golf Management, Inc. There are approximately 75,000 square feet of bunkers; 50,000 green-side and 25,000 fairway. \$7 per square foot is the current price for bunker renovation, which includes sod. About 4 to 5 bunkers could be eliminated, creating a grass area, while others need completely redesigned and shaped.

**CITY OF SEBASTIAN, FLORIDA  
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CAPITAL IMPROVEMENT PROJECT REQUEST AND JUSTIFICATION FORM  
GOLF COURSE (CONTINUED)**

<b>Project Name:</b>	Golf Maintenance Equipment	<b>Project Description:</b>					
<b>Funding Source:</b>	Golf Course	Replace Ball Washer and Ice Machine					
<b>Justification:</b>	Current ball washer is extremely worn. Bearings have to be replaced about every 6 to 8 months at \$100 each time. We will be lucky if the motor can make it through the hot summer, staff understands not to stress machine out and not run too many golf balls at a time through the current machine. Ice machine replaced in FY 22-23 will likely need to be replaced again in FY 27-28.						
<b>Project Costs:</b>						Project	
	FY 23-24	FY 24-25	FY 25-26	FY 26-27	FY 27-28	FY 28-29	Total
	\$ 3,500	\$ -	\$ -	\$ -	\$ 10,000	\$ -	\$ 13,500
<b>Operating Impact:</b>							
	\$ -	\$ (700)	\$ (350)	\$ -	\$ 350	\$ (1,510)	\$ (2,210)
<b>Project Pricing:</b>	Price was obtained from the Easy-Picker catalog, which is a vendor frequently used by the Golf Course.						

**AIRPORT FUND**

<b>Project Name:</b>	Airport Maintenance Equipment	<b>Project Description:</b>					
<b>Funding Source:</b>	Airport Fund	23-24 15' Deck Bush Hog Mower 24-25 Zero Turn Mower					
<b>Justification:</b>	The 15' Deck Bush Hog Mower is a replacement of a 15 year old unit that requires frequent repairs .The Zero Turn Mower replaces AP21 which is ten years old and due for replacement.						
<b>Project Costs:</b>						Project	
	FY 23-24	FY 24-25	FY 25-26	FY 26-27	FY 27-28	FY 28-29	Total
	\$ 35,000	\$ 9,000	\$ -	\$ -	\$ -	\$ -	\$ 44,000
<b>Operating Impact:</b>							
	\$ -	\$ (7,000)	\$ (5,300)	\$ (900)	\$ 3,500	\$ 5,800	\$ (3,900)
<b>Project Pricing:</b>	Based on Staff's estimate of costs.						

<b>Project Name:</b>	Airport Backhoe Loader	<b>Project Description:</b>					
<b>Funding Source:</b>	Airport Fund	Replace Backhoe Loader.					
<b>Justification:</b>	The current unit will be 20 years old and will need to be replaced.						
<b>Project Costs:</b>						Project	
	FY 23-24	FY 24-25	FY 25-26	FY 26-27	FY 27-28	FY 28-29	Total
	\$ -	\$ -	\$ -	\$ -	\$ 65,000	\$ -	\$ 65,000
<b>Operating Impact:</b>							
	\$ -	\$ -	\$ -	\$ -	\$ -	\$ (14,950)	\$ (14,950)
<b>Project Pricing:</b>	Current quotes estimate the cost for a comparable John Deere tractor to be \$75,000 at Everglades Equipment						

<b>Project Name:</b>	Airport Tractor/Mower Deck	<b>Project Description:</b>					
<b>Funding Source:</b>	Airport Fund	Replace 2001 Mowing Tractor AP03 John Deere 5520.					
<b>Justification:</b>	This Tractor is in need of replacement, at over 20 years old. This equipment is necessary for ongoing, regular Airfield maintenance and mowing. In a few years the mower deck should also be replaced.						
<b>Project Costs:</b>						Project	
	FY 23-24	FY 24-25	FY 25-26	FY 26-27	FY 27-28	FY 28-29	Total
	\$ 80,000	\$ -	\$ 30,000	\$ -	\$ -	\$ -	\$ 110,000
<b>Operating Impact:</b>							
	\$ -	\$ (16,000)	\$ (8,000)	\$ (6,000)	\$ 5,000	\$ 11,200	\$ (13,800)
<b>Project Pricing:</b>	Current quotes estimate the cost for a comparable John Deere tractor to be \$75,000 at Everglades Equipment Corp, and for a Kubota equivalent from Sourcewell, via Florida Coast Equipment at \$73,000. Pricing has been Increased for possible price increases.						

**CITY OF SEBASTIAN, FLORIDA  
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CAPITAL IMPROVEMENT PROJECT REQUEST AND JUSTIFICATION FORM**

**AIRPORT FUND (CONTINUED)**

<b>Project Name:</b>	Aircraft Wash Rack	<b>Project Description:</b>					
<b>Funding Source:</b>	80% FDOT Grant \$100,000. 20% Matching Requirements from Airport Fund \$25,000.	Complete Construction of Wash Rack Facility.					
<b>Justification:</b>	The Airport lacks an environmentally suitable area to wash aircraft. Years ago, work started but was paused due to insufficient funds to complete the construction. This grant will allow completion of the project and keep the Airport in compliance with state and local water run-off regulations.						
<b>Project Costs:</b>						Project	
	FY 23-24	FY 24-25	FY 25-26	FY 26-27	FY 27-28	FY 28-29	Total
	\$ -	\$ -	\$ 125,000	\$ -	\$ -	\$ -	\$ 125,000
<b>Operating Impact:</b>							
	\$ -	\$ -	\$ -	\$ (16,250)	\$ 2,500	\$ 21,250	\$ 7,500
<b>Project Pricing:</b>	Based on funding anticipated.						
<b>Project Name:</b>	Airport Equipment Shelter	<b>Project Description:</b>					
<b>Funding Source:</b>	80% FDOT Grant \$40,000. 20% Matching Requirements from Airport Fund \$10,000.	Construct Airport Equipment Shelter.					
<b>Justification:</b>	The Airport lacks adequate shelter to park valuable maintenance equipment. A new parking shelter will protect equipment from the elements, save on equipment maintenance and prolong the equipment life.						
<b>Project Costs:</b>						Project	
	FY 23-24	FY 24-25	FY 25-26	FY 26-27	FY 27-28	FY 28-29	Total
	\$ -	\$ -	\$ -	\$ 50,000	\$ -	\$ -	\$ 50,000
<b>Operating Impact:</b>							
	-	-	-	(6,500)	1,000	-	(5,500)
<b>Project Pricing:</b>	Based on funding anticipated.						
<b>Project Name:</b>	Construct Shade Hangar	<b>Project Description:</b>					
<b>Funding Source:</b>	80% FDOT Grant \$1,040,000. 20% Matching Requirements from Discretionary Sales Tax \$260,000.	Engineering and Construction of 3rd Shade Hangar by the Two Existing Shade Hangars.					
<b>Justification:</b>	Existing Shade Hangars are 100% occupied and have a waiting list. There is room to add a 3rd Shade Hangar to serve more aircraft owners and create more revenue for the Airport.						
<b>Project Costs:</b>						Project	
	FY 23-24	FY 24-25	FY 25-26	FY 26-27	FY 27-28	FY 28-29	Total
	\$ -	\$ -	\$ 1,300,000	\$ -	\$ -	\$ -	\$ 1,300,000
<b>Operating Impact:</b>							
	\$ -	\$ -	\$ -	\$ (117,000)	\$ (104,000)	\$ (78,000)	\$ (299,000)
<b>Project Pricing:</b>	Based on funding anticipated.						
<b>Project Name:</b>	Construct Square Hangars	<b>Project Description:</b>					
<b>Funding Source:</b>	Discretionary Sales Tax	Construction of Four Square Hangars. \$1,570,000 was budgeted in FY 22-23 but the revised construction estimate is \$1,605,895. So an additional \$35,895 is needed.					
<b>Justification:</b>	These Hangars will be leased to small aeronautical businesses to create revenue and jobs.						
<b>Project Costs:</b>						Project	
	FY 23-24	FY 24-25	FY 25-26	FY 26-27	FY 27-28	FY 28-29	Total
	\$ 35,895	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 35,895
<b>Operating Impact:</b>							
	\$ -	\$ (3,231)	\$ (2,872)	\$ (2,154)	\$ (1,795)	\$ (1,077)	\$ (11,127)
<b>Project Pricing:</b>	Based on a revised construction estimate.						

**CITY OF SEBASTIAN, FLORIDA**  
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**AIRPORT FUND (CONTINUED)**

<b>Project Name:</b>	Design Taxiway Golf	<b>Project Description:</b>
<b>Funding Source:</b>	FDOT 80% Grant \$172,400. 20% Matching Requirements from Discretionary Sales Tax \$43,100.	Design Taxiway Golf on Top of Runway 13-31.

**Justification:** Taxiway Golf will serve as a taxiway and apron built upon the old Runway 13-31 on the north end of the Airport. This will provide additional needed aircraft movement surface and will be the first phase of preparing the same area for future hangars and businesses.

<b>Project Costs:</b>							Project
	<u>FY 23-24</u>	<u>FY 24-25</u>	<u>FY 25-26</u>	<u>FY 26-27</u>	<u>FY 27-28</u>	<u>FY 28-29</u>	<u>Total</u>
	\$ -	\$ 215,500	\$ -	\$ -	\$ -	\$ -	\$ 215,500

<b>Operating Impact:</b>							
	\$ -	\$ -	\$ (40,945)	\$ (38,790)	\$ (32,325)	\$ (30,170)	\$ (142,230)

**Project Pricing:** Based on funding anticipated.

<b>Project Name:</b>	Construct Taxiway Golf	<b>Project Description:</b>
<b>Funding Source:</b>	80% FDOT Grant \$1,580,160. 20% Matching Requirements from Discretionary Sales Tax \$395,040.	Construct Taxiway Golf and Apron.

**Justification:** Taxiway Golf will serve as a taxiway and apron built upon the old Runway 13-31 on the north end of the Airport. This will provide additional needed aircraft movement surface and will be the first phase of preparing the same area for future hangars and aviation business development

<b>Project Costs:</b>							Project
	<u>FY 23-24</u>	<u>FY 24-25</u>	<u>FY 25-26</u>	<u>FY 26-27</u>	<u>FY 27-28</u>	<u>FY 28-29</u>	<u>Total</u>
	\$ -	\$ 987,600	\$ 987,600	\$ -	\$ -	\$ -	\$ 1,975,200

<b>Operating Impact:</b>							
	\$ -	\$ -	\$ (187,644)	\$ (365,412)	\$ (325,908)	\$ (286,404)	\$ (1,165,368)

**Project Pricing:** Based on funding anticipated.

<b>Project Name:</b>	Design Taxiway Bravo Rehab	<b>Project Description:</b>
<b>Funding Source:</b>	FAA 90% Grant \$207,000. FDOT 5% Grant \$11,500. 5% Matching Requirements from Discretionary Sales Tax \$11,500.	Design Taxiway Golf on Top of Runway 13-31.

**Justification:** Portions of Taxiway Bravo are approaching acceptable minimums and will need rehabilitation to remain in serviceable condition.

<b>Project Costs:</b>							Project
	<u>FY 23-24</u>	<u>FY 24-25</u>	<u>FY 25-26</u>	<u>FY 26-27</u>	<u>FY 27-28</u>	<u>FY 28-29</u>	<u>Total</u>
	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 230,000	\$ 230,000

<b>Operating Impact:</b>							
	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

**Project Pricing:** Based on funding anticipated.

**CITY OF SEBASTIAN, FLORIDA**  
**FISCAL YEAR 2024-2029**  
**CAPITAL IMPROVEMENT PROJECT REQUEST AND JUSTIFICATION FORM**  
**AIRPORT FUND (CONTINUED)**

<b>Project Name:</b>	Reconstruct Alpha Apron	<b>Project Description:</b>
<b>Funding Source:</b>	80% FDOT Grant \$1,000,000. 20% Matching Requirements from Discretionary Sales Tax \$250,000.	Design and Reconstruct and Repave Two Taxiway Alpha Aprons.

**Justification:** The public side of the airport is lacking in available aircraft parking/tie-down spaces, especially for guests and transient traffic. The proposed planning will double our available spaces from 5 to 10.

<b>Project Costs:</b>							Project
	<u>FY 23-24</u>	<u>FY 24-25</u>	<u>FY 25-26</u>	<u>FY 26-27</u>	<u>FY 27-28</u>	<u>FY 28-29</u>	<u>Total</u>
	\$ 1,250,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,250,000

<b>Operating Impact:</b>							
	\$ -	\$ (237,500)	\$ (225,000)	\$ (187,500)	\$ (175,000)	\$ (137,500)	\$ (962,500)

**Project Pricing:** Based on funding anticipated.

<b>Project Name:</b>	Terminal Apron Expansion	<b>Project Description:</b>
<b>Funding Source:</b>	80% FDOT Grant \$960,000. 20% Matching Requirements from Discretionary Sales Tax \$240,000.	Construction of Terminal Ramp Expansion area

**Justification:** The public side of the airport is lacking in available aircraft parking/tie-down spaces, especially for guests and transient traffic. The proposed planning will double our available spaces from 5 to 10.

<b>Project Costs:</b>							Project
	<u>FY 23-24</u>	<u>FY 24-25</u>	<u>FY 25-26</u>	<u>FY 26-27</u>	<u>FY 27-28</u>	<u>FY 28-29</u>	<u>Total</u>
	\$ -	\$ -	\$ -	\$ 1,200,000	\$ -	\$ -	\$ 1,200,000

<b>Operating Impact:</b>							
	\$ -	\$ -	\$ -	\$ -	\$ (228,000)	\$ (216,000)	\$ (444,000)

**Project Pricing:** Based on funding anticipated. However FAA participation may be possible.

<b>Project Name:</b>	Design NW Airport Access	<b>Project Description:</b>
<b>Funding Source:</b>	80% FDOT Grant \$200,000. 20% Matching Requirements from Discretionary Sales Tax \$50,000.	Design an Access Road and Provide Utilities Infrastructure on the Northwest Portion of the Airport.

**Justification:** The growth of the Airport is reliant on the available space on the Northwest part of the field, along the closed Runway 13-31. This project will follow the new Taxiway/Apron Golf and focus on making the new, buildable spaces along that apron ready for future construction & tenant growth.

<b>Project Costs:</b>							Project
	<u>FY 23-24</u>	<u>FY 24-25</u>	<u>FY 25-26</u>	<u>FY 26-27</u>	<u>FY 27-28</u>	<u>FY 28-29</u>	<u>Total</u>
	\$ -	\$ -	\$ -	\$ 250,000	\$ -	\$ -	\$ 250,000

<b>Operating Impact:</b>							
	\$ -	\$ -	\$ -	\$ -	\$ (47,500)	\$ (45,000)	\$ (92,500)

**Project Pricing:** Based on funding anticipated. However FAA participation may be possible.

**CITY OF SEBASTIAN, FLORIDA**  
**FISCAL YEAR 2024-2029**  
**CAPITAL IMPROVEMENT PROJECT REQUEST AND JUSTIFICATION FORM**  
**AIRPORT FUND (CONTINUED)**

<b>Project Name:</b>	Construct NW Airport Access	<b>Project Description:</b>					
<b>Funding Source:</b>	80% FDOT Grant \$2,400,000. 20% Matching Requirements from Discretionary Sales Tax \$600,000.	Construction of an Access Road and Provide Utilities Infrastructure on the Northwest Portion of the Airport.					
<b>Justification:</b>	The growth of the Airport is reliant on the available space on the Northwest part of the field, along the closed Runway 13-31. This project will follow the new Taxiway/Apron Golf and focus on making the new, buildable spaces along that apron ready for future construction & tenant growth.						
<b>Project Costs:</b>						Project	
	<u>FY 23-24</u>	<u>FY 24-25</u>	<u>FY 25-26</u>	<u>FY 26-27</u>	<u>FY 27-28</u>	<u>FY 28-29</u>	<u>Total</u>
	\$ -	\$ -	\$ -	\$ -	\$ 3,000,000	\$ -	\$ 3,000,000
<b>Operating Impact:</b>							
	\$ -	\$ -	\$ -	\$ -	\$ -	\$ (270,000)	\$ (270,000)
<b>Project Pricing:</b>	Based on funding anticipated. However FAA participation may be possible.						

**BUILDING FUND**

<b>Project Name:</b>	Building Department Truck	<b>Project Description:</b>					
<b>Funding Source:</b>	Building Department Fund	Replace a Truck in the Building Department.					
<b>Justification:</b>	The Building Department would be best served to replace one of the existing trucks that has the highest mileage and most wear.						
<b>Project Costs:</b>						Project	
	<u>FY 23-24</u>	<u>FY 24-25</u>	<u>FY 25-26</u>	<u>FY 26-27</u>	<u>FY 27-28</u>	<u>FY 28-29</u>	<u>Total</u>
	\$ 30,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 30,000
<b>Operating Impact:</b>							
	\$ -	\$ (6,000)	\$ (3,000)	\$ -	\$ 3,000	\$ 4,200	\$ (1,800)
<b>Project Pricing:</b>	Based on estimated cost of a suitable truck.						

<b>\$ 18,719,370</b>	<b>\$ 9,260,797</b>	<b>\$ 11,872,378</b>	<b>\$ 6,778,585</b>	<b>\$ 6,961,549</b>	<b>\$ 3,648,876</b>	<b>\$ 57,241,554</b>
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## IMPACTS OF CAPITAL OUTLAYS ON OPERATING COST CALCULATION CRITERIA

Capital Improvements may impact operating costs in several ways. To quantify the amount various projects will generally impact operating costs, the City applies four main factors, adjusted by the expected years of useful life. These factors are maintenance, efficiency, risk management and replacement. If applicable, some items may be further adjusted to reflect offsets from anticipated revenues the item will generate.

	<u>Year of Purchase</u>	<u>1 Year After</u>	<u>2 Years After</u>	<u>3 Years After</u>	<u>4 Years After</u>	<u>5 Years After</u>
<b>Maintenance Factor</b> - As items get older, costs for maintaining them will increase. Annual amount should not exceed 100%.						
30+ Year Useful Life	0%	1%	2%	3%	4%	5%
20 Year Useful Life	0%	2%	4%	6%	8%	10%
10 Year Useful Life	0%	3%	6%	9%	12%	15%
7 Year Useful Life	0%	5%	10%	15%	20%	25%
5 Year Useful Life	0%	7%	14%	21%	28%	35%
3 Year Useful Life	0%	10%	20%	30%	40%	50%
<b>Efficiency Factor</b> - As items get older, the initially improved efficiency declines. Annual amount could be a loss in subsequent years.						
30+ Year Useful Life	0%	-10%	-10%	-9%	-9%	-8%
20 Year Useful Life	0%	-10%	-9%	-8%	-7%	-6%
10 Year Useful Life	0%	-10%	-8%	-6%	-4%	-2%
7 Year Useful Life	0%	-10%	-7%	-4%	-1%	2%
5 Year Useful Life	0%	-10%	-6%	-2%	2%	4%
3 Year Useful Life	0%	-10%	-5%	0%	5%	10%
<b>Risk Management Factor</b> - Items may have savings by reducing liability exposure. Annual amount should not be positive.						
30+ Year Useful Life	0%	-10%	-10%	-9%	-9%	-8%
20 Year Useful Life	0%	-10%	-9%	-8%	-7%	-6%
10 Year Useful Life	0%	-10%	-8%	-6%	-4%	-2%
7 Year Useful Life	0%	-10%	-7%	-4%	-1%	0%
5 Year Useful Life	0%	-10%	-6%	-2%	0%	0%
3 Year Useful Life	0%	-10%	-5%	0%	0%	0%
<b>Replacement Factor</b> - A savings would occur by taking replaced items out of service. Annual amount would continue to compound.						
30+ Year Useful Life	0%	-15%	-16%	-17%	-18%	-19%
20 Year Useful Life	0%	-12%	-13%	-14%	-15%	-16%
10 Year Useful Life	0%	-6%	-7%	-8%	-9%	-10%
7 Year Useful Life	0%	-5%	-6%	-7%	-8%	-9%
5 Year Useful Life	0%	-4%	-5%	-6%	-7%	-8%
3 Year Useful Life	0%	-3%	-4%	-5%	-6%	-7%
<b>Revenue Factor</b> - Some items may be offset by additional revenue. These are handled on a case-by-case basis.						

**IMPACTS OF CAPITAL IMPROVEMENT PROJECTS ON OPERATING COST  
CALCULATIONS BY PROJECT**

<u>List of Projects</u>	<u>Life</u>	<u>Years</u>	<u>FY 2023-24</u>	<u>FY 2024-25</u>	<u>FY 2025-26</u>	<u>FY 2026-27</u>	<u>FY 2027-28</u>	<u>FY 2028-29</u>	<u>Capital</u>
									<u>Totals</u>
<b>General Government</b>									
Vx Rail Lease Payments	5		43,195	45,355	45,355	45,355	45,355	45,355	269,969
<i>Maintenance</i>			-	3,024	9,222	18,595	31,144	46,867	
<i>Efficiency</i>			-	(4,320)	(7,127)	(8,121)	(7,300)	(5,529)	
<i>Risk</i>			-	(4,320)	(7,127)	(8,121)	(8,164)	(8,164)	
<b>Total</b>			-	(5,615)	(5,032)	2,354	15,680	33,174	
City Wide Computers	5		45,000	35,000	45,000	35,000	45,000	35,000	240,000
<i>Maintenance</i>			-	3,150	8,750	17,500	28,700	43,050	
<i>Efficiency</i>			-	(4,500)	(6,200)	(7,500)	(6,000)	(5,000)	
<i>Risk</i>			-	(4,500)	(6,200)	(7,500)	(6,900)	(7,500)	
<i>Replacement</i>			-	(1,800)	(3,650)	(6,250)	(8,900)	(12,300)	
<b>Total</b>			-	(7,650)	(7,300)	(3,750)	6,900	18,250	
COSTv Equipment	5		15,000	15,000	15,000	15,000	15,000	15,000	90,000
<i>Maintenance</i>			-	1,050	3,150	6,300	10,500	15,750	
<i>Efficiency</i>			-	(1,500)	(2,400)	(2,700)	(2,400)	(1,800)	
<i>Risk</i>			-	(1,500)	(2,400)	(2,700)	(2,700)	(2,700)	
<i>Replacement</i>			-	(600)	(1,350)	(2,250)	(3,300)	(4,500)	
<b>Total</b>			-	(2,550)	(3,000)	(1,350)	2,100	6,750	
Network Infrastructure	5		30,000	30,000	30,000	30,000	30,000	30,000	180,000
<i>Maintenance</i>			-	2,100	6,300	12,600	21,000	31,500	
<i>Efficiency</i>			-	(3,000)	(4,800)	(5,400)	(4,800)	(3,600)	
<i>Risk</i>			-	(3,000)	(4,800)	(5,400)	(5,400)	(5,400)	
<i>Replacement</i>			-	(1,200)	(2,700)	(4,500)	(6,600)	(9,000)	
<b>Total</b>			-	(5,100)	(6,000)	(2,700)	4,200	13,500	
Core and Remote Switches	5		60,000	-	-	-	-	-	60,000
<i>Maintenance</i>			-	4,200	8,400	12,600	16,800	21,000	
<i>Efficiency</i>			-	(6,000)	(3,600)	(1,200)	1,200	2,400	
<i>Risk</i>			-	(6,000)	(3,600)	(1,200)	-	-	
<i>Replacement</i>			-	(2,400)	(3,000)	(3,600)	(4,200)	(4,800)	
<b>Total</b>			-	(10,200)	(1,800)	6,600	13,800	18,600	
Security Cameras	5		30,000	-	-	-	-	-	30,000
<i>Maintenance</i>			-	2,100	4,200	6,300	8,400	10,500	
<i>Efficiency</i>			-	(3,000)	(1,800)	(600)	600	1,200	
<i>Risk</i>			-	(3,000)	(1,800)	(600)	-	-	
<b>Total</b>			-	(3,900)	600	5,100	9,000	11,700	
Sidewalk Assurance System	5		50,000	-	-	-	-	-	50,000
<i>Maintenance</i>			-	3,500	7,000	10,500	14,000	17,500	
<i>Efficiency</i>			-	(5,000)	(3,000)	(1,000)	1,000	2,000	
<i>Risk</i>			-	(5,000)	(3,000)	(1,000)	-	-	
<b>Total</b>			-	(6,500)	1,000	8,500	15,000	19,500	
Cybersecurity Features	5		30,000	-	-	-	-	-	30,000
<i>Maintenance</i>			-	2,100	4,200	6,300	8,400	10,500	
<i>Efficiency</i>			-	(3,000)	(1,800)	(600)	600	1,200	
<i>Risk</i>			-	(3,000)	(1,800)	(600)	-	-	
<b>Total</b>			-	(3,900)	600	5,100	9,000	11,700	
Public Works Compound Firewall	5		75,000	-	-	-	-	-	75,000
<i>Maintenance</i>			-	5,250	10,500	15,750	21,000	26,250	
<i>Efficiency</i>			-	(7,500)	(4,500)	(1,500)	1,500	3,000	
<i>Risk</i>			-	(7,500)	(4,500)	(1,500)	-	-	
<b>Total</b>			-	(9,750)	1,500	12,750	22,500	29,250	

**IMPACTS OF CAPITAL IMPROVEMENT PROJECTS ON OPERATING COST  
CALCULATIONS BY PROJECT**

<u>List of Projects</u>	<u>Life Years</u>							<u>Capital Totals</u>
		<u>FY 2023-24</u>	<u>FY 2024-25</u>	<u>FY 2025-26</u>	<u>FY 2026-27</u>	<u>FY 2027-28</u>	<u>FY 2028-29</u>	
<b>Police Department</b>								
Police Vehicles	7	620,431	485,383	373,152	391,809	411,400	431,970	2,714,145
<i>Maintenance</i>		-	31,022	86,312	160,261	253,799	367,908	
<i>Efficiency</i>		-	(62,043)	(91,968)	(96,109)	(90,921)	(100,755)	
<i>Risk</i>		-	(62,043)	(91,968)	(96,109)	(90,921)	(88,347)	
<i>Replacement</i>		-	(31,022)	(61,495)	(91,211)	(125,591)	(164,869)	
<i>Total</i>		-	(124,086)	(159,120)	(123,169)	(53,634)	13,938	
Vehicle/Body Cameras	7	88,776	88,776	93,776	93,776	93,776	93,776	552,656
<i>Maintenance</i>		-	4,439	13,316	26,883	45,138	68,082	
<i>Efficiency</i>		-	(8,878)	(15,092)	(19,143)	(20,381)	(22,356)	
<i>Risk</i>		-	(8,878)	(15,092)	(19,143)	(20,381)	(20,581)	
<i>Replacement</i>		-	(4,439)	(9,765)	(16,230)	(23,632)	(31,972)	
<i>Total</i>		-	(17,755)	(26,633)	(27,633)	(19,255)	(6,827)	
CAD/RMS System Update	7	60,775	60,775	60,775	60,775	60,775	60,775	364,650
<i>Maintenance</i>		-	4,254	12,763	25,526	42,543	63,814	
<i>Efficiency</i>		-	(6,078)	(9,724)	(10,940)	(9,724)	(7,293)	
<i>Risk</i>		-	(6,078)	(9,724)	(10,940)	(10,940)	(10,940)	
<i>Replacement</i>		-	(2,431)	(5,470)	(9,116)	(13,371)	(18,233)	
<i>Total</i>		-	(10,332)	(12,155)	(5,470)	8,509	27,349	
Road Patrol Equipment	7	29,260	34,800	8,500	8,500	8,500	8,500	98,060
<i>Maintenance</i>		-	1,463	4,666	8,294	12,347	16,825	
<i>Efficiency</i>		-	(2,926)	(5,528)	(4,456)	(3,130)	(2,718)	
<i>Risk</i>		-	(2,926)	(5,528)	(4,456)	(3,130)	(2,133)	
<i>Replacement</i>		-	(1,463)	(3,496)	(4,561)	(5,712)	(6,947)	
<i>Total</i>		-	(5,852)	(9,886)	(5,180)	376	5,026	
Indoor Firearms Range	30+	-	-	5,000,000	-	-	-	5,000,000
<i>Maintenance</i>		-	-	-	50,000	100,000	150,000	
<i>Efficiency</i>		-	-	-	(500,000)	(500,000)	(450,000)	
<i>Risk</i>		-	-	-	(500,000)	(500,000)	(450,000)	
<i>Total</i>		-	-	-	(950,000)	(900,000)	(750,000)	
Investigations Equipment	7	11,500	-	-	-	-	-	11,500
<i>Maintenance</i>		-	575	1,150	1,725	2,300	2,875	
<i>Efficiency</i>		-	(1,150)	(805)	(460)	(115)	(230)	
<i>Risk</i>		-	(1,150)	(805)	(460)	(115)	-	
<i>Total</i>		-	(1,725)	(460)	805	2,070	2,645	
<b>Community Development Department</b>								
Working Waterfront Expansion	30+	120,000	500,000	500,000	500,000	-	-	1,620,000
<i>Maintenance</i>		-	1,200	7,400	18,600	34,800	51,000	
<i>Efficiency</i>		-	(12,000)	(62,000)	(110,800)	(155,800)	(149,600)	
<i>Total</i>		-	(10,800)	(54,600)	(92,200)	(121,000)	(98,600)	
Central Avenue Catalyst Site	30+	-	-	-	-	500,000	-	500,000
<i>Maintenance</i>		-	-	-	-	-	5,000	
<i>Efficiency</i>		-	-	-	-	-	(50,000)	
<i>Total</i>		-	-	-	-	-	(45,000)	
CDBG Grant Program	n/a	128,152	130,000	130,000	130,000	130,000	130,000	778,152
Riverview Park Master Plan	30+	-	500,000	500,000	-	-	-	1,000,000
<i>Maintenance</i>		-	-	5,000	15,000	25,000	35,000	
<i>Efficiency</i>		-	-	(50,000)	(100,000)	(95,000)	(90,000)	
<i>Total</i>		-	-	(45,000)	(85,000)	(70,000)	(55,000)	
Riverview Park Event Center	30+	-	-	-	1,000,000	-	-	1,000,000
<i>Maintenance</i>		-	-	-	-	10,000	20,000	
<i>Efficiency</i>		-	-	-	-	(100,000)	(100,000)	
<i>Total</i>		-	-	-	-	(90,000)	(80,000)	
Community Development Offices	30+	88,500	-	-	-	-	-	88,500
<i>Maintenance</i>		-	885	1,770	2,655	3,540	4,425	
<i>Efficiency</i>		-	(8,850)	(8,850)	(7,965)	(7,965)	(7,080)	
<i>Risk</i>		-	(8,850)	(8,850)	(7,965)	(7,965)	(7,080)	
<i>Replacement</i>		-	(13,275)	(14,160)	(15,045)	(15,930)	(16,815)	
<i>Total</i>		-	(30,090)	(30,090)	(28,320)	(28,320)	(26,550)	

**IMPACTS OF CAPITAL IMPROVEMENT PROJECTS ON OPERATING COST  
CALCULATIONS BY PROJECT**

<u>List of Projects</u>	<u>Life</u> <u>Years</u>	<u>Life</u>						<u>Capital</u> <u>Totals</u>
		<u>FY 2023-24</u>	<u>FY 2024-25</u>	<u>FY 2025-26</u>	<u>FY 2026-27</u>	<u>FY 2027-28</u>	<u>FY 2028-29</u>	
<b>Roads Department</b>								
Pavement Grinder	10	22,000	-	-	-	-	-	22,000
<i>Maintenance</i>		-	440	880	1,320	1,760	2,200	
<i>Efficiency</i>		-	(2,200)	(1,980)	(1,760)	(1,540)	(1,320)	
<i>Risk</i>		-	(2,640)	(2,860)	(3,080)	(3,300)	(3,520)	
<b>Total</b>		-	(4,840)	(4,840)	(4,840)	(4,840)	(4,840)	
Vinyl Printer	5	16,100	-	-	-	-	-	16,100
<i>Maintenance</i>		-	1,127	2,254	3,381	4,508	5,635	
<i>Efficiency</i>		-	(1,610)	(966)	(322)	322	644	
<i>Risk</i>		-	(1,610)	(966)	(322)	-	-	
<i>Replacement</i>		-	(644)	(805)	(966)	(1,127)	(1,288)	
<b>Total</b>		-	(3,864)	(2,737)	(1,610)	(805)	(644)	
Enclosed Trailer	10	8,000	-	-	-	-	-	8,000
<i>Maintenance</i>		-	160	320	480	640	800	
<i>Efficiency</i>		-	(800)	(720)	(640)	(560)	(480)	
<i>Risk</i>		-	(960)	(1,040)	(1,120)	(1,200)	(1,280)	
<i>Replacement</i>		-	(1,600)	(1,440)	(1,280)	(1,120)	(960)	
<b>Total</b>		-	(3,360)	(3,200)	(3,040)	(2,880)	(2,720)	
Street Repaving	10	533,423	1,099,840	772,192	569,552	392,611	417,500	3,785,118
<i>Maintenance</i>		-	16,003	65,001	137,164	226,414	327,443	
<i>Risk</i>		-	(53,342)	(152,658)	(197,212)	(206,058)	(185,819)	
<i>Replacement</i>		-	(32,005)	(103,330)	(165,994)	(224,222)	(277,529)	
<b>Total</b>		-	(69,345)	(190,987)	(226,042)	(203,865)	(135,904)	
Street Reconstruction	30+	1,780,163	1,209,768	801,028	1,017,818	1,614,132	1,670,000	8,092,909
<i>Maintenance</i>		-	89,008	238,505	428,053	668,491	989,637	
<i>Efficiency</i>		-	(178,016)	(245,588)	(235,993)	(224,046)	(312,402)	
<i>Risk</i>		-	(178,016)	(245,588)	(235,993)	(224,046)	(276,799)	
<b>Total</b>		-	(267,024)	(252,672)	(43,934)	220,399	400,435	
Sidewalk Replacement	10	75,000	75,000	75,000	75,000	75,000	75,000	450,000
<i>Maintenance</i>		-	2,250	6,750	13,500	22,500	33,750	
<i>Risk</i>		-	(7,500)	(13,500)	(18,000)	(21,000)	(22,500)	
<i>Replacement</i>		-	(4,500)	(9,750)	(15,750)	(22,500)	(30,000)	
<b>Total</b>		-	(9,750)	(16,500)	(20,250)	(21,000)	(18,750)	
Traffic Analyzers (2)	10	3,500	-	-	-	-	-	3,500
<i>Maintenance</i>		-	105	210	315	420	525	
<i>Risk</i>		-	(350)	(280)	(210)	(140)	(70)	
<i>Replacement</i>		-	(210)	(245)	(280)	(315)	(350)	
<b>Total</b>		-	(455)	(315)	(175)	(35)	105	
Air Compressor Jack Hammer	10	28,400	-	-	-	-	-	28,400
<i>Maintenance</i>		-	1,420	2,840	4,260	5,680	7,100	
<i>Efficiency</i>		-	(2,840)	(1,988)	(1,136)	(284)	(568)	
<i>Risk</i>		-	(2,840)	(1,988)	(1,136)	(284)	-	
<i>Replacement</i>		-	(1,420)	(1,704)	(1,988)	(2,272)	(2,556)	
<b>Total</b>		-	(5,680)	(2,840)	-	2,840	3,976	
Sign Shop Truck	7	75,000	-	-	-	-	-	75,000
<i>Maintenance</i>		-	3,750	7,500	11,250	15,000	18,750	
<i>Efficiency</i>		-	(7,500)	(5,250)	(3,000)	(750)	(1,500)	
<i>Risk</i>		-	(7,500)	(5,250)	(3,000)	(750)	-	
<i>Replacement</i>		-	(3,750)	(4,500)	(5,250)	(6,000)	(6,750)	
<b>Total</b>		-	(15,000)	(7,500)	-	7,500	10,500	

**IMPACTS OF CAPITAL IMPROVEMENT PROJECTS ON OPERATING COST  
CALCULATIONS BY PROJECT**

List of Projects	Life	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	FY 2027-28	FY 2028-29	Capital Totals
	Years							
<b>Public Facilities Department</b>								
Facilities Maintenance Vehicles	10	63,000	-	-	45,000	-	-	108,000
<i>Maintenance</i>		-	1,890	3,780	5,670	8,910	12,150	
<i>Risk</i>		-	(6,300)	(5,040)	(3,780)	(7,020)	(4,860)	
<i>Replacement</i>		-	(3,780)	(4,410)	(5,040)	(8,370)	(9,450)	
<i>Total</i>		-	(8,190)	(5,670)	(3,150)	(6,480)	(2,160)	
Air Conditioner Replacement	10	25,000	30,000	30,000	35,000	35,000	40,000	195,000
<i>Maintenance</i>		-	750	2,400	4,950	8,550	13,200	-
<i>Efficiency</i>		-	(2,500)	(5,000)	(6,900)	(8,700)	(9,800)	-
<i>Replacement</i>		-	(1,500)	(3,550)	(5,900)	(8,850)	(12,150)	-
<i>Total</i>		-	(3,250)	(6,150)	(7,850)	(9,000)	(8,750)	-
Roof Replacements	10	17,000	-	-	-	-	-	17,000
<i>Maintenance</i>		-	510	1,020	1,530	2,040	2,550	-
<i>Efficiency</i>		-	(1,700)	(1,360)	(1,020)	(680)	(340)	-
<i>Risk</i>		-	(1,700)	(1,360)	(1,020)	(680)	(340)	-
<i>Replacement</i>		-	(1,020)	(1,190)	(1,360)	(1,530)	(1,700)	-
<i>Total</i>		-	(3,250)	(6,150)	(7,850)	(9,000)	(8,750)	-
Art Center Roofing	15	-	30,000	-	-	-	-	30,000
<i>Maintenance</i>		-	-	2,100	4,200	6,300	8,400	-
<i>Efficiency</i>		-	-	(3,000)	(1,800)	(600)	600	-
<i>Risk</i>		-	-	(3,000)	(1,800)	(600)	-	-
<i>Replacement</i>		-	-	(1,200)	(1,500)	(1,800)	(2,100)	-
<i>Total</i>		-	-	(5,100)	(900)	3,300	6,900	-
<b>Cemetery Division</b>								
Cemetery Equipment	5	14,000	-	-	13,000	16,000	-	43,000
<i>Maintenance</i>		-	980	1,960	2,940	4,830	7,840	
<i>Efficiency</i>		-	(1,400)	(840)	(280)	(1,020)	(1,820)	
<i>Risk</i>		-	(1,400)	(840)	(280)	(1,300)	(2,380)	
<i>Replacement</i>		-	(560)	(700)	(840)	(1,500)	(2,410)	
<i>Total</i>		-	(2,380)	(420)	1,540	1,010	1,230	
Cemetery Vehicle	7	-	-	-	40,000	-	-	40,000
<i>Maintenance</i>		-	-	-	-	2,800	5,600	
<i>Efficiency</i>		-	-	-	-	(4,000)	(2,400)	
<i>Risk</i>		-	-	-	-	(4,000)	(2,400)	
<i>Replacement</i>		-	-	-	-	(1,600)	(2,000)	
<i>Total</i>		-	-	-	-	(6,800)	(1,200)	
Cemetery Irrigation Pump	15	10,000	-	-	40,000	-	-	50,000
<i>Maintenance</i>		-	700	1,400	2,100	5,600	9,100	
<i>Efficiency</i>		-	(1,000)	(600)	(200)	(3,800)	(2,000)	
<i>Risk</i>		-	(1,000)	(600)	(200)	(4,000)	(2,400)	
<i>Total</i>		-	(1,300)	200	1,700	(2,200)	4,700	
Columbarium Niches	30+	-	95,000	-	-	-	-	95,000
<i>Maintenance</i>		-	-	950	1,900	2,850	3,800	
<i>Efficiency</i>		-	-	(9,500)	(9,500)	(8,550)	(8,550)	
<i>Risk</i>		-	-	(9,500)	(9,500)	(8,550)	(8,550)	
<i>Total</i>		-	-	(18,050)	(17,100)	(14,250)	(13,300)	
<b>Cemetery Division (Continued)</b>								
Cemetery Grounds Maintenance		165,000	-	-	-	-	-	165,000
<b>Leisure Services Department</b>								
Maintenance Equipment	5	23,000	12,000	-	28,000	22,000	30,000	115,000
<i>Maintenance</i>		-	1,610	4,060	6,510	10,920	16,870	
<i>Efficiency</i>		-	(2,300)	(2,580)	(1,180)	(2,580)	(2,720)	
<i>Risk</i>		-	(2,300)	(2,580)	(1,180)	(3,040)	(3,880)	
<i>Replacement</i>		-	(920)	(1,630)	(1,980)	(3,450)	(4,960)	
<i>Total</i>		-	(3,910)	(2,730)	2,170	1,850	5,310	
Parks Division Vehicles	7	-	40,000	-	-	-	-	40,000
<i>Maintenance</i>		-	-	2,000	4,000	6,000	8,000	
<i>Efficiency</i>		-	-	(4,000)	(2,800)	(1,600)	(400)	
<i>Risk</i>		-	-	(4,000)	(2,800)	(1,600)	(400)	
<i>Replacement</i>		-	-	(2,000)	(2,400)	(2,800)	(3,200)	
<i>Total</i>		-	-	(8,000)	(4,000)	-	4,000	

**IMPACTS OF CAPITAL IMPROVEMENT PROJECTS ON OPERATING COST  
CALCULATIONS BY PROJECT**

<u>List of Projects</u>	<u>Life Years</u>	<u>FY 2023-24</u>	<u>FY 2024-25</u>	<u>FY 2025-26</u>	<u>FY 2026-27</u>	<u>FY 2027-28</u>	<u>FY 2028-29</u>	<u>Capital Totals</u>
<b>Leisure Services Department (Continued)</b>								
Parks Maintenance Shed	20	15,000	-	-	-	-	-	15,000
<i>Maintenance</i>		-	300	600	900	1,200	1,500	
<i>Efficiency</i>		-	(1,500)	(1,350)	(1,200)	(1,050)	(900)	
<i>Risk</i>		-	(1,500)	(1,350)	(1,200)	(1,050)	(900)	
<i>Total</i>		-	(2,700)	(2,100)	(1,500)	(900)	(300)	
Splash Pad Replacement	20	-	1,000,000	-	-	-	-	1,000,000
<i>Maintenance</i>		-	-	20,000	40,000	60,000	80,000	
<i>Efficiency</i>		-	-	(100,000)	(90,000)	(80,000)	(70,000)	
<i>Risk</i>		-	-	(100,000)	(90,000)	(80,000)	(70,000)	
<i>Replacement</i>		-	-	(120,000)	(130,000)	(140,000)	(150,000)	
<i>Total</i>		-	-	(300,000)	(270,000)	(240,000)	(210,000)	
Friendship Park Baseball Field	20	25,000	-	-	-	-	-	25,000
<i>Maintenance</i>		-	500	1,000	1,500	2,000	2,500	
<i>Efficiency</i>		-	(2,500)	(2,250)	(2,000)	(1,750)	(1,500)	
<i>Risk</i>		-	(2,500)	(2,250)	(2,000)	(1,750)	(1,500)	
<i>Replacement</i>		-	(3,000)	(3,250)	(3,500)	(3,750)	(4,000)	
<i>Total</i>		-	(7,500)	(6,750)	(6,000)	(5,250)	(4,500)	
Playground Improvements	20	350,000	60,000	120,000	120,000	80,000	-	730,000
<i>Maintenance</i>		-	7,000	15,200	25,800	38,800	53,400	
<i>Risk</i>		-	(35,000)	(37,500)	(45,400)	(52,100)	(53,600)	
<i>Replacement</i>		-	(42,000)	(52,700)	(71,200)	(90,900)	(107,000)	
<i>Total</i>		-	(70,000)	(75,000)	(90,800)	(104,200)	(107,200)	
Park Improvements	20	20,000	20,000	20,000	20,000	20,000	20,000	120,000
<i>Maintenance</i>		-	400	1,200	2,400	4,000	6,000	
<i>Risk</i>		-	(2,000)	(3,800)	(5,400)	(6,800)	(8,000)	
<i>Replacement</i>		-	(2,400)	(5,000)	(7,800)	(10,800)	(14,000)	
<i>Total</i>		-	(4,000)	(7,600)	(10,800)	(13,600)	(16,000)	
<b>Stormwater Department</b>								
Rubber Tire Excavator	10	375,000	-	-	-	-	-	375,000
<i>Maintenance</i>		-	11,250	22,500	33,750	45,000	56,250	
<i>Efficiency</i>		-	(37,500)	(30,000)	(22,500)	(15,000)	(7,500)	
<i>Risk</i>		-	(37,500)	(30,000)	(22,500)	(15,000)	(7,500)	
<i>Replacement</i>		-	(22,500)	(26,250)	(30,000)	(33,750)	(37,500)	
<i>Total</i>		-	(86,250)	(63,750)	(41,250)	(18,750)	3,750	
Walk Behind Concrete Saw	5	10,000	-	-	-	-	-	10,000
<i>Maintenance</i>		-	500	1,000	1,500	2,000	2,500	
<i>Efficiency</i>		-	(1,000)	(700)	(400)	(100)	(200)	
<i>Risk</i>		-	(1,000)	(700)	(400)	(100)	-	
<i>Replacement</i>		-	(500)	(600)	(700)	(800)	(900)	
<i>Total</i>		-	(2,000)	(1,000)	-	1,000	1,400	

**IMPACTS OF CAPITAL IMPROVEMENT PROJECTS ON OPERATING COST  
CALCULATIONS BY PROJECT**

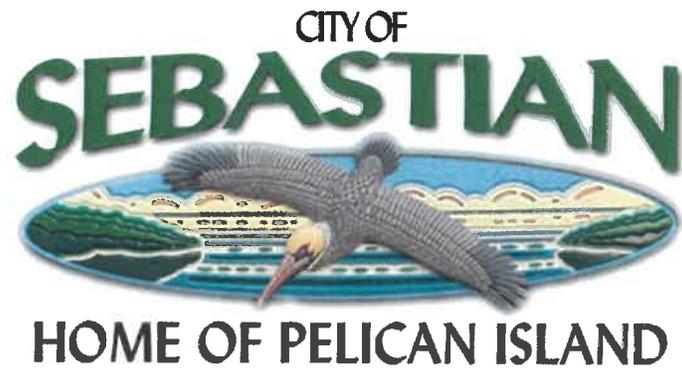
<u>List of Projects</u>	<u>Life</u> <u>Years</u>	<u>FY 2023-24</u>	<u>FY 2024-25</u>	<u>FY 2025-26</u>	<u>FY 2026-27</u>	<u>FY 2027-28</u>	<u>FY 2028-29</u>	<u>Capital</u>
								<u>Totals</u>
<b>Stormwater Department (Continued)</b>								
Brush Truck	10	122,000	-	-	-	-	-	122,000
<i>Maintenance</i>		-	3,660	7,320	10,980	14,640	18,300	
<i>Efficiency</i>		-	(12,200)	(9,760)	(7,320)	(4,880)	(2,440)	
<i>Risk</i>		-	(12,200)	(9,760)	(7,320)	(4,880)	(2,440)	
<i>Replacement</i>		-	(7,320)	(8,540)	(9,760)	(10,980)	(12,200)	
<i>Total</i>		-	(28,060)	(20,740)	(13,420)	(6,100)	1,220	
Backhoe	10	170,000	-	-	-	-	-	170,000
<i>Maintenance</i>		-	5,100	10,200	15,300	20,400	25,500	
<i>Efficiency</i>		-	(17,000)	(13,600)	(10,200)	(6,800)	(3,400)	
<i>Risk</i>		-	(17,000)	(13,600)	(10,200)	(6,800)	(3,400)	
<i>Replacement</i>		-	(10,200)	(11,900)	(13,600)	(15,300)	(17,000)	
<i>Total</i>		-	(39,100)	(28,900)	(18,700)	(8,500)	1,700	
Slip Lining/Pipe Replacement	30+	165,000	182,000	200,000	220,000	242,000	266,000	1,275,000
<i>Maintenance</i>		-	1,650	5,120	10,590	18,260	28,350	
<i>Risk</i>		-	(16,500)	(34,700)	(53,050)	(73,230)	(93,780)	
<i>Replacement</i>		-	(24,750)	(53,700)	(87,170)	(125,640)	(169,610)	
<i>Total</i>		-	(39,600)	(83,280)	(129,630)	(180,610)	(235,040)	
Stormwater Facility Pump	10	60,000	-	-	-	-	-	60,000
<i>Maintenance</i>		-	1,800	3,600	5,400	7,200	9,000	
<i>Efficiency</i>		-	(6,000)	(4,800)	(3,600)	(2,400)	(1,200)	
<i>Risk</i>		-	(6,000)	(4,800)	(3,600)	(2,400)	(1,200)	
<i>Replacement</i>		-	(3,600)	(4,200)	(4,800)	(5,400)	(6,000)	
<i>Total</i>		-	(13,800)	(10,200)	(6,600)	(3,000)	600	
Schumann Drive	30+	-	750,000	-	-	-	-	750,000
<i>Maintenance</i>		-	-	7,500	15,000	22,500	30,000	
<i>Risk</i>		-	-	(75,000)	(75,000)	(67,500)	(67,500)	
<i>Replacement</i>		-	-	(112,500)	(120,000)	(127,500)	(135,000)	
<i>Total</i>		-	-	(180,000)	(180,000)	(172,500)	(172,500)	
Canal Restoration	30+	11,500,000	-	-	-	-	-	11,500,000
<i>Maintenance</i>		-	115,000	230,000	345,000	460,000	575,000	
<i>Risk</i>		-	(1,150,000)	(1,150,000)	(1,035,000)	(1,035,000)	(920,000)	
<i>Replacement</i>		-	(1,725,000)	(1,840,000)	(1,955,000)	(2,070,000)	(2,185,000)	
<i>Total</i>		-	(2,760,000)	(2,760,000)	(2,645,000)	(2,645,000)	(2,530,000)	
Stoncrop Upstream Drainage	30+	-	1,220,000	310,000	345,000	-	-	1,875,000
<i>Maintenance</i>		-	-	12,200	27,500	46,250	65,000	
<i>Risk</i>		-	-	(122,000)	(153,000)	(175,300)	(172,200)	
<i>Replacement</i>		-	-	(183,000)	(241,700)	(308,750)	(327,500)	
<i>Total</i>		-	-	(292,800)	(367,200)	(437,800)	(434,700)	
Tulip Drive Road Crossing	30+	-	250,000	-	-	-	-	250,000
<i>Maintenance</i>		-	-	2,500	5,000	7,500	10,000	
<i>Risk</i>		-	-	(25,000)	(25,000)	(22,500)	(22,500)	
<i>Replacement</i>		-	-	(37,500)	(40,000)	(42,500)	(45,000)	
<i>Total</i>		-	-	(60,000)	(60,000)	(57,500)	(57,500)	
Bayfront Road Crossing	30+	-	-	250,000	-	-	-	250,000
<i>Maintenance</i>		-	-	-	2,500	5,000	7,500	
<i>Risk</i>		-	-	-	(25,000)	(25,000)	(22,500)	
<i>Replacement</i>		-	-	-	(37,500)	(40,000)	(42,500)	
<i>Total</i>		-	-	-	(60,000)	(60,000)	(57,500)	
Ocean Cove Drainage	30+	-	-	-	350,000	-	-	350,000
<i>Maintenance</i>		-	-	-	-	3,500	7,000	
<i>Risk</i>		-	-	-	-	(35,000)	(35,000)	
<i>Replacement</i>		-	-	-	-	(52,500)	(56,000)	
<i>Total</i>		-	-	-	-	(84,000)	(84,000)	

**IMPACTS OF CAPITAL IMPROVEMENT PROJECTS ON OPERATING COST  
CALCULATIONS BY PROJECT**

<u>List of Projects</u>	Life	<u>FY 2023-24</u>	<u>FY 2024-25</u>	<u>FY 2025-26</u>	<u>FY 2026-27</u>	<u>FY 2027-28</u>	<u>FY 2028-29</u>	<u>Capital Totals</u>
	<u>Years</u>							
<b>Golf Course</b>								
Golf Clubhouse Doors	30+	35,000	-	-	-	-	-	35,000
<i>Maintenance</i>		-	350	700	1,050	1,400	1,750	
<i>Efficiency</i>		-	(3,500)	(3,500)	(3,150)	(3,150)	(2,800)	
<i>Risk</i>		-	(3,500)	(3,500)	(3,150)	(3,150)	(2,800)	
<i>Replacement</i>		-	(5,250)	(5,600)	(5,950)	(6,300)	(6,650)	
<i>Total</i>		-	(11,900)	(11,900)	(11,200)	(11,200)	(10,500)	
Golf Shop Carpet	n/a	3,800	-	-	-	-	-	3,800
Golf Bunker Renovations	20	50,000	50,000	50,000	50,000	50,000	50,000	300,000
<i>Maintenance</i>		-	1,500	4,500	9,000	15,000	22,500	
<i>Risk</i>		-	(5,000)	(9,000)	(12,000)	(14,000)	(15,000)	
<i>Replacement</i>		-	(3,000)	(6,500)	(10,500)	(15,000)	(20,000)	
<i>Total</i>		-	(6,500)	(11,000)	(13,500)	(14,000)	(12,500)	
Golf Maintenance Equipment	7	3,500	-	-	-	10,000	-	13,500
<i>Maintenance</i>		-	175	350	525	700	1,375	
<i>Efficiency</i>		-	(350)	(245)	(140)	(35)	(1,070)	
<i>Risk</i>		-	(350)	(245)	(140)	(35)	(1,000)	
<i>Replacement</i>		-	(175)	(210)	(245)	(280)	(815)	
<i>Total</i>		-	(700)	(350)	-	350	(1,510)	
<b>Airport</b>								
Airport Maintenance Equipment	7	35,000	9,000	-	-	-	-	44,000
<i>Maintenance</i>		-	1,750	3,950	6,150	8,350	10,550	
<i>Efficiency</i>		-	(3,500)	(3,350)	(2,030)	(710)	(790)	
<i>Risk</i>		-	(3,500)	(3,350)	(2,030)	(710)	(90)	
<i>Replacement</i>		-	(1,750)	(2,550)	(2,990)	(3,430)	(3,870)	
<i>Total</i>		-	(7,000)	(5,300)	(900)	3,500	5,800	
Airport Backhoe Loader	10	-	-	-	-	65,000	-	65,000
<i>Maintenance</i>		-	-	-	-	-	1,950	
<i>Efficiency</i>		-	-	-	-	-	(6,500)	
<i>Risk</i>		-	-	-	-	-	(6,500)	
<i>Replacement</i>		-	-	-	-	-	(3,900)	
<i>Total</i>		-	-	-	-	-	(14,950)	
Airport Tractor/Mower Deck	7	80,000	-	30,000	-	-	-	110,000
<i>Maintenance</i>		-	4,000	8,000	13,500	19,000	24,500	
<i>Efficiency</i>		-	(8,000)	(5,600)	(6,200)	(2,900)	(2,800)	
<i>Risk</i>		-	(8,000)	(5,600)	(6,200)	(2,900)	(1,200)	
<i>Replacement</i>		-	(4,000)	(4,800)	(7,100)	(8,200)	(9,300)	
<i>Total</i>		-	(16,000)	(8,000)	(6,000)	5,000	11,200	
Aircraft Wash Rack	10	-	-	125,000	-	-	-	125,000
<i>Maintenance</i>		-	-	-	8,750	17,500	26,250	
<i>Efficiency</i>		-	-	-	(12,500)	(7,500)	(2,500)	
<i>Risk</i>		-	-	-	(12,500)	(7,500)	(2,500)	
<i>Total</i>		-	-	-	(16,250)	2,500	21,250	
Airport Equipment Shelter	10	-	-	-	50,000	-	-	50,000
<i>Maintenance</i>		-	-	-	-	3,500	7,000	
<i>Efficiency</i>		-	-	-	-	(5,000)	(3,000)	
<i>Risk</i>		-	-	-	-	(5,000)	(3,000)	
<i>Total</i>		-	-	-	-	(6,500)	1,000	
Construct Shade Hangar	30+	-	-	1,300,000	-	-	-	1,300,000
<i>Maintenance</i>		-	-	-	13,000	26,000	39,000	
<i>Efficiency</i>		-	-	-	(130,000)	(130,000)	(117,000)	
<i>Total</i>		-	-	-	(117,000)	(104,000)	(78,000)	
Construct Square Hangars	30+	35,895	-	-	-	-	-	35,895
<i>Maintenance</i>		-	359	718	1,077	1,436	1,795	
<i>Efficiency</i>		-	(3,590)	(3,590)	(3,231)	(3,231)	(2,872)	
<i>Total</i>		-	(3,231)	(2,872)	(2,154)	(1,795)	(1,077)	

**IMPACTS OF CAPITAL IMPROVEMENT PROJECTS ON OPERATING COST  
CALCULATIONS BY PROJECT**

<u>List of Projects</u>	<u>Life Years</u>	<u>FY 2023-24</u>	<u>FY 2024-25</u>	<u>FY 2025-26</u>	<u>FY 2026-27</u>	<u>FY 2027-28</u>	<u>FY 2028-29</u>	<u>Capital Totals</u>
		<b>Airport (Continued)</b>						
Design Taxiway Golf	30+	-	215,500	-	-	-	-	215,500
<i>Maintenance</i>		-	-	2,155	4,310	6,465	8,620	
<i>Efficiency</i>		-	-	(21,550)	(21,550)	(19,395)	(19,395)	
<i>Risk</i>		-	-	(21,550)	(21,550)	(19,395)	(19,395)	
<i>Total</i>		-	-	(40,945)	(38,790)	(32,325)	(30,170)	
Construct Taxiway Golf	30+	-	987,600	987,600	-	-	-	1,975,200
<i>Maintenance</i>		-	-	9,876	29,628	49,380	69,132	
<i>Efficiency</i>		-	-	(98,760)	(197,520)	(187,644)	(177,768)	
<i>Risk</i>		-	-	(98,760)	(197,520)	(187,644)	(177,768)	
<i>Total</i>		-	-	(187,644)	(365,412)	(325,908)	(286,404)	
Design Taxiway Bravo Rehab	30+	-	-	-	-	-	230,000	230,000
<i>Maintenance</i>		-	-	-	-	-	-	
<i>Efficiency</i>		-	-	-	-	-	-	
<i>Risk</i>		-	-	-	-	-	-	
<i>Total</i>		-	-	-	-	-	-	
Reconstruct Alpha Apron	30+	1,250,000	-	-	-	-	-	1,250,000
<i>Maintenance</i>		-	12,500	25,000	37,500	50,000	62,500	
<i>Efficiency</i>		-	(125,000)	(125,000)	(112,500)	(112,500)	(100,000)	
<i>Risk</i>		-	(125,000)	(125,000)	(112,500)	(112,500)	(100,000)	
<i>Total</i>		-	(237,500)	(225,000)	(187,500)	(175,000)	(137,500)	
Terminal Apron Expansion	30+	-	-	-	1,200,000	-	-	1,200,000
<i>Maintenance</i>		-	-	-	-	12,000	24,000	
<i>Efficiency</i>		-	-	-	-	(120,000)	(120,000)	
<i>Risk</i>		-	-	-	-	(120,000)	(120,000)	
<i>Total</i>		-	-	-	-	(228,000)	(216,000)	
Design NW Airport Access	30+	-	-	-	250,000	-	-	250,000
<i>Maintenance</i>		-	-	-	-	2,500	5,000	
<i>Efficiency</i>		-	-	-	-	(25,000)	(25,000)	
<i>Risk</i>		-	-	-	-	(25,000)	(25,000)	
<i>Total</i>		-	-	-	-	(47,500)	(45,000)	
Construct NW Airport Access	30+	-	-	-	-	3,000,000	-	3,000,000
<i>Maintenance</i>		-	-	-	-	-	30,000	
<i>Efficiency</i>		-	-	-	-	-	(300,000)	
<i>Total</i>		-	-	-	-	-	(270,000)	
Building Department Truck	7	30,000	-	-	-	-	-	30,000
<i>Maintenance</i>		-	1,500	3,000	4,500	6,000	7,500	
<i>Efficiency</i>		-	(3,000)	(2,100)	(1,200)	(300)	(600)	
<i>Risk</i>		-	(3,000)	(2,100)	(1,200)	(300)	-	
<i>Replacement</i>		-	(1,500)	(1,800)	(2,100)	(2,400)	(2,700)	
<i>Total</i>		-	(6,000)	(3,000)	-	3,000	4,200	
<b>Totals for All Years</b>		-	<b>(3,999,244)</b>	<b>(5,279,167)</b>	<b>(6,278,498)</b>	<b>(6,185,919)</b>	<b>(5,526,188)</b>	57,241,554



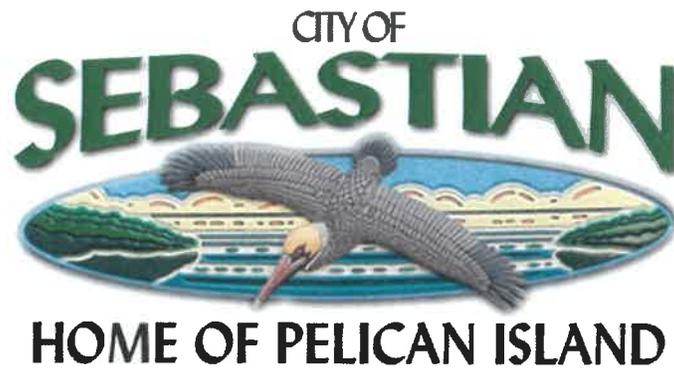
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CITY OF SEBASTIAN, FLORIDA  
ANNUAL BUDGET  
FISCAL YEAR 2023-2024

***SCHEDULES***

**Draft as of September 13, 2023**



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**GENERAL FUND  
PROJECTED BALANCES  
FISCAL YEARS 2024-2029**

	FY 21-22	FY 22-23	FY 23-24	FY 24-25	FY 25-26	FY 26-27	FY 27-28	FY 28-29
Property Taxes (5% Growth) 3.1955+65K (R/B=2.6275)	\$ 4,602,933	\$ 5,075,000	\$ 6,460,718	\$ 6,783,754	\$ 7,122,942	\$ 7,479,089	\$ 7,853,044	\$ 8,245,696
Franchise Fees (3.5% Growth)	1,571,571	1,830,600	1,851,500	1,916,303	1,983,373	2,052,791	2,124,639	2,199,001
Utility Service Tax (3.5% Growth)+36K	3,172,766	3,502,900	3,621,900	3,748,667	3,879,870	4,015,665	4,156,214	4,301,681
Intergovernmental (3.5% Growth)	4,046,494	3,911,100	4,076,638	4,219,320	4,366,997	4,519,841	4,678,036	4,841,767
Investment Income(2% Growth)	37,095	174,500	174,500	177,990	181,550	185,181	188,884	192,662
Other Revenue (2% Growth)	1,383,152	1,173,970	1,198,389	1,222,357	1,246,804	1,271,740	1,297,175	1,323,118
Charges to Cemetery	90,000	95,000	130,000	130,000	130,000	130,000	130,000	130,000
Transfers from Stormwater Revenue Fund	721							
Transfers from Stormwater Construction Fund	47,173							
Transfers from Golf Course Fund	35,000	35,000	80,000	150,000	100,000	100,000	-	-
Transfers from Building Fund	200							
FEMA and State Reimbursements	146,677	72,435	-	-	-	-	-	-
<b>GENERAL FUND REVENUE</b>	<b>\$ 15,133,782</b>	<b>\$ 15,870,505</b>	<b>\$ 17,593,645</b>	<b>\$ 18,348,390</b>	<b>\$ 19,011,535</b>	<b>\$ 19,754,308</b>	<b>\$ 20,427,991</b>	<b>\$ 21,233,925</b>
Personnel (Insurance 10%, Pay Change 5%)	\$ 10,268,218	\$ 10,670,917	\$ 13,218,175	\$ 13,959,599	\$ 14,738,095	\$ 15,555,515	\$ 16,413,806	\$ 17,315,011
Operating Expenditures (2% Annual Increase)	2,824,607	3,249,270	3,477,016	3,546,556	3,617,487	3,689,837	3,763,634	3,838,907
Add Back Dock Insurance Policy + 5% Increases			54,000	56,700	59,535	62,512	65,637	68,919
Adjust CRA Contribution for Millage			20,325	21,341	22,408	23,529	24,705	25,940
Granicus Software			8,400	8,400	8,400	8,988	8,988	8,988
100th Anniversary		53,000	30,000					
Sustainable Sebastian			10,000	10,000	10,000	10,000	10,000	10,000
Cut NeoGov Software			(30,000)	30,000			30,000	
Veteran's Memorial Work			15,000					
Organizational Efficiency Program:								
Additional Staffing			260,000	\$ 273,750	\$ 288,188	\$ 303,347	\$ 319,264	\$ 335,977
Strategic Planning		75,000						
Added 2 Police Officers in 2025				\$ 161,167	\$ 171,452	\$ 182,251	\$ 193,590	\$ 205,496
Total Operation and Maintenance	\$ 13,092,825	\$ 14,048,187	\$ 17,062,916	\$ 18,067,514	\$ 18,915,565	\$ 19,835,978	\$ 20,829,624	\$ 21,809,239
City Manager Vehicle	35,137							
Police Flooring	103	22,800						
Police Personnel Equipment	32,555	67,964	29,260	34,800	8,500	8,500	8,500	8,500
K-9 Bite Suit	1,625							
Police Investigative Equipment	3,593	11,682	11,500					
Police Transport Trailer		3,036						
Police COPE Trailer		4,000						
Police Breaching Tool		1,051						
Police Station Sign	7,500							
Police Vehicles		103,584						
Public Works Roads Sidewalks			75,000	75,000	75,000	75,000	75,000	75,000
Public Works Roads Equipment	24,678		78,000					
Public Works Traffic Sensors		3,415						
Public Works Crosswalk Flashing Beacon		14,999						
Public Works Roads Vehicle	35,512							
Public Works Sign Shop Truck			75,000					
Public Works Fleet Diagnostic Scanners		13,800						
Cemetery Equipment	806		-					
Public Facilities Council Chambers Dias Chairs		7,000						
Public Facilities Maintenance Vehicle			63,000			45,000		
Public Facilities Repairs		60,000	17,000	30,000				
Public Facilities Stairwell Evacuation Chairs	3,105							
Public Facilities Ice & Water Dispenser	5,234							
Public Facilities City Hall Refrigerator		1,148						
Public Facilities Maintenance Vehicles		46,726						
Leisure Services Parks Equipment	26,239		23,000			28,000	22,000	20,000
Leisure Services Vehicles	-	64,692	-	40,000				
Leisure Services Easy Street Fountain Lights	6,962							
Leisure Services Senior Center Carpet		10,500						
Leisure Services Baseball Scoreboard	3,128							
Leisure Services Parks Equipment/Vehicles			15,000	12,000				
Leisure Services Barber Street Shed		7,000						
Barber Street Football Goal Posts		1,415						
Yacht Club Seawall Replacement	310,251							
Yacht Club Interior Improvements		20,000						
Community Development Vehicle	-	25,027						
Community Development Offices			88,500					
Natural Vegetation/CID Demonstration		15,000						
Airport Air Conditioner	3,643							
Added Funds on JAG Grant	671							
<b>TOTAL EXPENDITURES FY 22</b>	<b>\$ 13,593,567</b>							
<b>TOTAL EXPENDITURES FY 23</b>		<b>\$ 14,623,861</b>						
<b>TOTAL EXPENDITURES FY 24</b>			<b>\$ 17,538,176</b>					
<b>TOTAL EXPENDITURES FY 25</b>				<b>\$ 18,259,314</b>				
<b>TOTAL EXPENDITURES FY 26</b>					<b>\$ 18,999,065</b>			
<b>TOTAL EXPENDITURES FY 27</b>						<b>\$ 19,992,478</b>		
<b>TOTAL EXPENDITURES FY 28</b>							<b>\$ 20,935,124</b>	
<b>TOTAL EXPENDITURES FY 29</b>								<b>\$ 21,912,739</b>
BEGINNING FUND BALANCE	\$ 6,689,795	\$ 8,230,010	\$ 9,476,654	\$ 9,532,123	\$ 9,621,200	\$ 9,633,671	\$ 9,395,500	\$ 8,888,367
TOTAL REVENUES	15,133,782	15,870,505	17,593,645	18,348,390	19,011,535	19,754,308	20,427,991	21,233,925
TOTAL EXPENDITURES	13,593,567	14,623,861	17,538,176	18,259,314	18,999,065	19,992,478	20,935,124	21,912,739
UNRESTRICTED RESERVE BALANCE PER CAFR	\$ 8,230,010	\$ 9,476,654	\$ 9,532,123	\$ 9,621,200	\$ 9,633,671	\$ 9,395,500	\$ 8,888,367	\$ 8,209,553
Renewal and Replacement Reserve	275,000	275,000	275,000	275,000	275,000	275,000	275,000	275,000
Assigned Funds (Inventory, Prepaids & Receivables)	782,956	747,956	667,956	517,956	417,956	317,956	317,956	317,956
Reserve for Employee Final Payouts @25%		389,000	389,000	389,000	389,000	389,000	389,000	389,000
Available for Emergencies	\$ 7,172,054	\$ 8,064,698	\$ 8,200,167	\$ 8,439,244	\$ 8,551,715	\$ 8,413,544	\$ 7,906,411	\$ 7,227,597
Revenue vs Expenditures	1,540,215	1,246,644	55,469	89,077	12,471	(238,170)	(507,133)	(678,814)

**AMERICAN RESCUE PLAN FUND  
PROJECTED BALANCES  
FISCAL YEARS 2024-2029**

	<b>FY 21-22</b>	<b>FY 22-23</b>	<b>FY 23-24</b>	<b>FY 24-25</b>	<b>FY 25-26</b>	<b>FY 26-27</b>	<b>FY 27-28</b>	<b>FY 28-29</b>
Fiscal Recovery Payments	\$ 1,666,064	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Investment Income	50,000	7,247	7,247	498	507	509	510	511
<b>Total Revenues</b>	<b>\$ 1,716,064</b>	<b>7,247</b>	<b>7,247</b>	<b>498</b>	<b>507</b>	<b>509</b>	<b>510</b>	<b>511</b>
<b>Premium Payments:</b>								
Essential Workers Pay/Benefits	481,011							
<b>Infrastructure Investment:</b>								
Road Improvements		1,205,880	Originally Funded for \$500,000.					
Gardenia Ditch Solution	3,844	746,156						
Schumann Drive		44,120	Fund with DST - \$750,000 in FY24-25					
Concha Dam		700,000						
<b>Interest Expenditures:</b>								
Artificial Reef Grants		2,500						
Water Supply Work Plan		12,000						
<b>TOTAL EXPENDITURES FY21</b>								
<b>TOTAL EXPENDITURES FY22</b>	<b>\$ 484,855</b>							
<b>TOTAL EXPENDITURES FY23</b>		<b>\$ 2,710,656</b>						
<b>TOTAL EXPENDITURES FY24</b>			<b>\$ -</b>					
<b>TOTAL EXPENDITURES FY25</b>				<b>\$ -</b>				
<b>TOTAL EXPENDITURES FY26</b>					<b>\$ -</b>			
<b>TOTAL EXPENDITURES FY27</b>						<b>\$ -</b>		
<b>TOTAL EXPENDITURES FY28</b>							<b>\$ -</b>	
<b>TOTAL EXPENDITURES FY29</b>								<b>\$ -</b>
<b>BEGINNING FUND BALANCE</b>	<b>\$ 1,667,677</b>	<b>\$ 2,898,886</b>	<b>\$ 195,477</b>	<b>\$ 202,724</b>	<b>\$ 203,222</b>	<b>\$ 203,730</b>	<b>\$ 204,238</b>	<b>\$ 204,748</b>
<b>TOTAL REVENUES</b>	<b>1,716,064</b>	<b>7,247</b>	<b>7,247</b>	<b>498</b>	<b>507</b>	<b>509</b>	<b>510</b>	<b>511</b>
<b>TOTAL EXPENDITURES</b>	<b>484,855</b>	<b>2,710,656</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>ENDING FUND BALANCE</b>	<b>\$ 2,898,886</b>	<b>\$ 195,477</b>	<b>\$ 202,724</b>	<b>\$ 203,222</b>	<b>\$ 203,730</b>	<b>\$ 204,238</b>	<b>\$ 204,748</b>	<b>\$ 205,259</b>

**LOCAL OPTION GAS TAX FUND  
PROJECTED BALANCES  
FISCAL YEARS 2024-2029**

	FY 21-22	FY 22-23	FY 23-24	FY 24-25	FY 25-26	FY 26-27	FY 27-28	FY 28-29	
Local Option Gas Taxes (+3.5% After 2023)	\$ 742,456	\$ 738,000	\$ 763,830	\$ 790,564	\$ 818,234	\$ 846,872	\$ 876,512	\$ 907,190	
FDOT Lighting Agreement (+3%)	14,528	14,964	15,413	15,875	16,351	16,842	17,347	17,868	
Investment Income	5,107	5,345	3,238	4,521	3,116	3,299	4,831	7,409	
<b>Total Revenues</b>	<b>\$ 762,091</b>	<b>\$ 758,309</b>	<b>\$ 782,481</b>	<b>\$ 810,960</b>	<b>\$ 837,701</b>	<b>\$ 867,013</b>	<b>\$ 898,691</b>	<b>\$ 932,467</b>	
R/R Crossing Maintenance	\$ 5,400	\$ 5,901	\$ 5,901	\$ 5,901	\$ 5,901	\$ 5,901	\$ 5,901	\$ 5,901	
Road Condition Assessment - Each 3 Years w/10%	28,500	5,400			37,200			41,019	
<b>Total Operational and Maintenance</b>	<b>\$ 33,900</b>	<b>\$ 11,301</b>	<b>\$ 5,901</b>	<b>\$ 5,901</b>	<b>\$ 43,191</b>	<b>\$ 5,901</b>	<b>\$ 5,901</b>	<b>\$ 46,920</b>	
Debt Payment - Final FY22-23	242,801	122,174							
Portable Traffic Analyzers (2)	4,870								
Street Major Repair and Reconstruction	-	984,158	533,423	1,099,840	772,192	569,552	392,611	417,500	
Sidewalk Construction/Repair	19,124	75,000							
<b>TOTAL EXPENDITURES FY22</b>	<b>\$ 300,695</b>								
<b>TOTAL EXPENDITURES FY23</b>		<b>\$ 1,192,633</b>							
<b>TOTAL EXPENDITURES FY24</b>			<b>\$ 539,324</b>						
<b>TOTAL EXPENDITURES FY25</b>				<b>\$ 1,105,741</b>					
<b>TOTAL EXPENDITURES FY26</b>					<b>\$ 815,383</b>				
<b>TOTAL EXPENDITURES FY27</b>						<b>\$ 575,453</b>			
<b>TOTAL EXPENDITURES FY28</b>							<b>\$ 398,512</b>		
<b>TOTAL EXPENDITURES FY29</b>								<b>\$ 464,420</b>	
BEGINNING FUND BALANCE	238,643	700,039	265,715	508,871	214,000	236,409	527,969	1,028,148	
BUDGET RESERVE - 5% OF REVENUE	37,123	36,900	38,192	39,528	40,812	42,344	43,826	45,360	
UNRESTRICTED RESERVE BALANCE	\$ 201,520	\$ 663,139	\$ 227,523	\$ 469,343	\$ 173,179	\$ 194,065	\$ 484,144	\$ 982,788	
<b>TOTAL REVENUES</b>	<b>762,091</b>	<b>758,309</b>	<b>782,481</b>	<b>810,960</b>	<b>837,701</b>	<b>867,013</b>	<b>898,691</b>	<b>932,467</b>	
<b>TOTAL EXPENDITURES+TRANSFERS</b>	<b>300,695</b>	<b>1,192,633</b>	<b>539,324</b>	<b>1,105,741</b>	<b>815,383</b>	<b>575,453</b>	<b>398,512</b>	<b>464,420</b>	
<b>ENDING FUND BALANCE</b>	<b>\$ 662,916</b>	<b>\$ 228,815</b>	<b>\$ 470,680</b>	<b>\$ 174,562</b>	<b>\$ 195,497</b>	<b>\$ 485,628</b>	<b>\$ 984,322</b>	<b>\$ 1,450,835</b>	
<b>Paving Program Needs Per Study:</b>									
Major Repair	579,579	603,020	1,026,589	681,359	426,342	483,585	1,039,469	1,000,000	5,839,943
Preservation	275,164	247,583	307,616	619,446	410,994	270,605	252,834	250,000	2,634,242
<b>Totals</b>	<b>854,743</b>	<b>850,603</b>	<b>1,334,205</b>	<b>1,300,805</b>	<b>837,336</b>	<b>754,190</b>	<b>1,292,303</b>	<b>1,250,000</b>	<b>8,474,185</b>
Swale Work	395,626	133,186	979,381	1,008,803	735,884	833,180	714,440	837,500	5,638,000
Deferred Amount of Major Repair Work									-
Deferred Amount of Preservation Work									-
<b>Adjusted Totals</b>	<b>1,250,369</b>	<b>983,789</b>	<b>2,313,586</b>	<b>2,309,608</b>	<b>1,573,220</b>	<b>1,587,370</b>	<b>2,006,743</b>	<b>2,087,500</b>	<b>14,112,185</b>
<b>Funding by:</b>									
ARPA - Major Repair Only	847,843	402,157	-						1,250,000
DST Major Repair+Swales **			1,780,163	1,209,768	801,028	1,017,818	1,614,132	1,670,000	8,092,909
Local Option Gas Tax **	402,526	581,632	533,423	1,099,840	772,192	569,552	392,611	417,500	4,769,276
<b>Totals</b>	<b>1,250,369</b>	<b>983,789</b>	<b>2,313,586</b>	<b>2,309,608</b>	<b>1,573,220</b>	<b>1,587,370</b>	<b>2,006,743</b>	<b>2,087,500</b>	<b>14,112,185</b>

\*\*\*Swales proportioned based on each year's spending

**DISCRETIONARY SALES TAX FUND (DST)  
PROJECTED BALANCES  
FISCAL YEARS 2024-2029**

	FY 21-22	FY 22-23	FY 23-24	FY 24-25	FY 25-26	FY 26-27	FY 27-28	FY 28-29
DST Revenue (3.5% Growth)	\$4,711,995	\$ 4,947,000	\$5,120,145	\$ 5,299,350	\$ 5,484,827	\$ 5,676,796	\$ 5,875,484	\$ 6,081,126
Principal on \$285,000 Airport Loan 09/29/08	7,570	7,873	10,188	10,596	11,019	11,460	11,919	11,919
Interest from \$285,000 Airport Advance	10,430	10,127	9,812	9,404	8,981	8,540	8,081	8,081
Principal on \$267,511 Airport Loan 01/05/11	8,189	8,517	8,858	9,212	9,580	11,964	12,442	12,442
Interest from \$267,511 Airport Advance	10,311	9,983	9,642	9,288	8,920	8,536	8,058	8,058
Investment Income	2,849	65,000	13,460	7,753	9,672	10,766	14,770	20,716
<b>DST PROJECTED REVENUE</b>	<b>\$4,751,344</b>	<b>\$ 5,048,500</b>	<b>\$5,172,105</b>	<b>\$ 5,345,603</b>	<b>\$ 5,532,999</b>	<b>\$ 5,728,063</b>	<b>\$ 5,930,754</b>	<b>\$ 6,142,343</b>
Stormwater Debt	\$ 220,605	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Server/Host Update - Vx Rail Lease	43,195	43,195	43,195	45,355	45,355	45,355	45,355	45,355
Sidewalk Assurance System			50,000					
Cyber Security Features			30,000					
Email Archive System	36,475							
Backup System Update		40,000						
City Computers	24,038	76,108	45,000	35,000	45,000	35,000	45,000	35,000
COSTv Equipment	9,582	15,000	15,000	15,000	15,000	15,000	15,000	15,000
Phone System	82,727	1,080						
Network Infrastructure	9,923	50,077	30,000	30,000	30,000	30,000	30,000	30,000
Public Works Compound Firewall			75,000					
Over-the-Air Connections	29,673							
Core and Remote Switches			60,000					
Security Cameras at Parks		26,036	30,000					
Scale Computing Platform	113,876							
CAD/RMS System Update	112,069	90,631	60,775	60,775	60,775	60,775	60,775	60,775
Police Vehicle/Body Cameras	78,583	88,183	88,776	88,776	93,776	93,776	93,776	93,776
Police Vehicles - 2 Added @65K	341,386	797,730	620,431	485,383	373,152	391,809	411,400	431,970
Firing Range - 25% Matching Funds					1,250,000			
Road Patrol Armored Vehicle		310,000						
Police COPE Trailer	91	28,695						
Police Utility Vehicle	24,540							
Evidence Compound Work	4,525	44,120						
Street Major Repair + 60% Swale Work			1,780,163	1,209,768	801,028	1,017,818	1,614,132	1,670,000
Roads Division Wheel Loader	-	203,306						
Roads Division Bucket Truck		158,219						
Roads Division Dump Truck		184,500						
Brush Truck for Roads Dept.		121,543						
Paveway System on Highway 1		480,105						
Railroad Crossing Sidewalk		90,000						
Sidewalk Fronting Davita Dialysis		200,000						
Facilities Maintenance Truck	61,225							
Public Facilities Compound	5,999,334	134,328						
Public Facilities Compound Shade Structure		2,493						
Emergency Generators		200,000						
Air Conditioner Replacement		25,000	25,000	30,000	30,000	35,000	35,000	40,000
Splash Pad Replacement				1,000,000				
Friendship Park Baseball Field Improvements		25,000	25,000					
Park Signage		4,400						
Fisherman's Landing Dock (FIND Grant)		250,000						
CDBG Sidewalks	7,151							
Tree Protection/Riverview Area Improvemen	20,694	73,591						
Riverview Park Master Plan Project				500,000	500,000			
Riverview Park Event Center						1,000,000		
Schumann Drive (Was ARPA Funded)				705,880				
Stormwater Bulldozer		136,976						
Stormwater Facility Pump			60,000					
Rubber Tire Excavator			375,000					
Brush Truck			122,000					
Backhoe			170,000					
Sliplining or Pipe Replacement	-	400,000						
Canal Restoration	-	500,000	500,000					
Tulip Road Crossing				250,000				
Bayfront Road Crossing					250,000			
Ocean Cove						350,000		
Stormwater Master Plan	270,513	69,625						
Stonecrop Drainage - Phase II + Upstream		1,823,904		305,000	77,500	86,250		
Airport Terminal Expansion						240,000		
Construction of Hangar "D"	271,305	95,358						
Construct Square Hangars	-	314,000	35,895					
Engineer and Construct Shade Hangar	39,757				260,000			
Establish Sewer Services	176,647	103,260						
Design NW Airport Access						50,000		
Construct NW Airport Access							600,000	
Reconstruct Runway 05-23	2,585	170,362						
Reconstruct Alpha Apron			250,000					
Design Taxiway Bravo								11,500
Design Taxiway Golf on Runway 13-31				43,100				
Construct Taxiway Golf on Runway 13-31				197,520	197,520			
<b>TOTAL EXPENDITURES</b>	<b>7,980,499</b>	<b>7,376,825</b>	<b>4,491,235</b>	<b>5,001,557</b>	<b>4,029,106</b>	<b>3,450,783</b>	<b>2,950,438</b>	<b>2,444,876</b>
<b>BEGINNING FUND BALANCE</b>	<b>\$6,104,743</b>	<b>\$ 2,859,829</b>	<b>\$ 515,114</b>	<b>\$ 1,195,985</b>	<b>\$ 1,540,031</b>	<b>\$ 3,043,924</b>	<b>\$ 5,321,203</b>	<b>\$ 8,301,519</b>
BUDGET RESERVE - 5% OF REVENUE	235,600	247,350	256,007	264,968	274,241	283,840	293,774	304,056
RESERVE FOR ADVANCES	502,748	486,358	467,312	447,504	426,905	403,481	379,120	354,759
<b>UNRESTRICTED RESERVE BALANCE</b>	<b>\$5,366,395</b>	<b>\$ 2,126,121</b>	<b>\$ (208,205)</b>	<b>\$ 483,513</b>	<b>\$ 838,884</b>	<b>\$ 2,356,603</b>	<b>\$ 4,648,309</b>	<b>\$ 7,642,704</b>
<b>TOTAL REVENUES - Excluding Principal</b>	<b>4,735,585</b>	<b>5,032,110</b>	<b>5,172,105</b>	<b>5,345,603</b>	<b>5,532,999</b>	<b>5,728,063</b>	<b>5,930,754</b>	<b>6,142,343</b>
<b>TOTAL EXPENDITURES</b>	<b>7,980,499</b>	<b>7,376,825</b>	<b>4,491,235</b>	<b>5,001,557</b>	<b>4,029,106</b>	<b>3,450,783</b>	<b>2,950,438</b>	<b>2,444,876</b>
<b>ENDING FUND BALANCE</b>	<b>\$2,121,481</b>	<b>\$ (218,594)</b>	<b>\$ 472,665</b>	<b>\$ 827,559</b>	<b>\$ 2,342,777</b>	<b>\$ 4,633,882</b>	<b>\$ 7,628,625</b>	<b>\$ 11,340,171</b>
Cash on Hand	\$ 2,357,081	\$ 28,756	\$ 728,673	\$ 1,092,527	\$ 2,617,019	\$ 4,917,722	\$ 7,922,399	\$ 11,644,227

**Advances to Other Funds - Balance After FY 28-29:**

\$285,000 Airport Advance 09/29/08	178,198
\$267,511 Airport Advance 01/05/11	154,071

**RIVERFRONT CRA FUND  
PROJECTED BALANCES  
FISCAL YEARS 2024-2029**

	FY 21-22	FY 22-23	FY 23-24	FY 24-25	FY 25-26	FY 26-27	FY 27-28	FY 28-29
Tax Increment from City (5% Growth)	\$ 192,832	\$ 195,885	\$ 223,569	\$ 234,747	\$ 246,485	\$ 258,809	\$ 271,750	\$ 285,337
Tax Increment from County	192,832	195,885	248,196	260,606	273,636	287,318	301,684	316,768
Correction to County for FY21-22 + FY22-23		78,190						
Rents	36,704	36,000	16,500	-	-	-	-	-
FIND Grant			60,000	250,000	250,000	250,000		
Investment Income	5,814	17,800	11,950	14,549	11,291	11,693	12,445	13,619
<b>PROJECTED REVENUE</b>	<b>\$ 428,182</b>	<b>\$ 523,760</b>	<b>\$ 560,215</b>	<b>\$ 759,902</b>	<b>\$ 781,412</b>	<b>\$ 807,820</b>	<b>\$ 585,878</b>	<b>\$ 615,724</b>
Façade/Sign Improvement Program	8,049	31,951	40,000	40,000	40,000	40,000	40,000	40,000
Sewer Connection Program *	11,190	5,000						
Special Events	45,369	50,000	-	-	-	-	-	-
Operating Expenditures	238,551	201,046	271,370	218,949	221,037	223,188	226,051	228,333
Wayfinding Signage	15,266							
Working Waterfront Improvements	-	50,000	120,000	500,000	500,000	500,000		
Kiosk Signs		15,000						
Sewer Conversion Study	23,116							
Central Avenue Catalyst Site							500,000	
<b>TOTAL EXPENDITURES FY22</b>	<b>\$ 341,541</b>							
<b>TOTAL EXPENDITURES FY23</b>		<b>\$ 352,997</b>						
<b>TOTAL EXPENDITURES FY24</b>			<b>\$ 431,370</b>					
<b>TOTAL EXPENDITURES FY25</b>				<b>\$ 758,949</b>				
<b>TOTAL EXPENDITURES FY26</b>					<b>\$ 761,037</b>			
<b>TOTAL EXPENDITURES FY27</b>						<b>\$ 763,188</b>		
<b>TOTAL EXPENDITURES FY28</b>							<b>\$ 766,051</b>	
<b>TOTAL EXPENDITURES FY29</b>								<b>\$ 268,333</b>
BEGINNING FUND BALANCE	\$ 541,244	\$ 627,885	\$ 798,648	\$ 927,493	\$ 928,446	\$ 948,820	\$ 993,452	\$ 813,279
BUDGET RESERVE - 5% OF TAX INCREMENT	19,283	19,589	23,588	24,768	26,006	27,306	28,672	30,105
UNRESTRICTED RESERVE BALANCE	\$ 521,961	\$ 608,296	\$ 775,060	\$ 902,725	\$ 902,440	\$ 921,514	\$ 964,781	\$ 783,174
ANNUAL REVENUES	428,182	523,760	560,215	759,902	781,412	807,820	585,878	615,724
ANNUAL EXPENDITURES	341,541	352,997	431,370	758,949	761,037	763,188	766,051	268,333
<b>ENDING FUND BALANCE</b>	<b>\$ 608,602</b>	<b>\$ 779,059</b>	<b>\$ 903,905</b>	<b>\$ 903,678</b>	<b>\$ 922,814</b>	<b>\$ 966,146</b>	<b>\$ 784,607</b>	<b>\$ 1,130,565</b>

**Detail on Operating Expenditures:**

Indian River County Tax Assessor	\$ 5,000	\$ 5,000	\$ 5,000	\$ 5,000	\$ 5,000	\$ 5,000	\$ 5,000	\$ 5,000
Audit Fees	5,000	5,000	4,000	4,000	4,000	4,000	4,000	4,000
City of Sebastian Administration	92,655	62,431	67,573	69,600	71,688	73,839	76,054	78,336
Landscaping	97,842	99,942	99,942	99,942	99,942	99,942	99,942	99,942
Working Waterfront Maintenance (Flooring)	11,685	10,000	12,750	10,000	10,000	10,000	10,000	10,000
Other Facility Maintenance - Crab E Bills	19,044	10,000	20,000	20,000	20,000	20,000	20,000	20,000
Design Fish Market/Museum			50,000					
Submerged Land Leases	4,429	5,145	6,000	4,302	4,302	4,302	4,950	4,950
Travel	-	511	1,200	1,200	1,200	1,200	1,200	1,200
Training and Education	395	395	1,800	1,800	1,800	1,800	1,800	1,800
Legal Advertisements	123	-	300	300	300	300	300	300
Special District State Fee	175	175	175	175	175	175	175	175
Florida Redevelopment Association Dues	620	620	620	620	620	620	620	620
Landfill Fee for Fisherman's Landing	1,583	1,827	2,010	2,010	2,010	2,010	2,010	2,010
<b>Total Operating Expenditures</b>	<b>\$ 238,551</b>	<b>\$ 201,046</b>	<b>\$ 271,370</b>	<b>\$ 218,949</b>	<b>\$ 221,037</b>	<b>\$ 223,188</b>	<b>\$ 226,051</b>	<b>\$ 228,333</b>

**PARKING IN LIEU OF FUND  
PROJECTED BALANCES  
FISCAL YEARS 2024-2029**

	<b>FY 21-22</b>	<b>FY 22-23</b>	<b>FY 23-24</b>	<b>FY 24-25</b>	<b>FY 25-26</b>	<b>FY 26-27</b>	<b>FY 27-28</b>
Payments in Lieu of Parking	\$ 16,828	\$ 4,128	\$ 4,128	\$ 3,532	\$ 2,340	\$ 2,340	\$ 1,140
Investment Income	742	178	187	196	203	208	213
<b>PROJECTED REVENUE</b>	<b>\$ 17,570</b>	<b>\$ 4,306</b>	<b>\$ 4,315</b>	<b>\$ 3,728</b>	<b>\$ 2,543</b>	<b>\$ 2,548</b>	<b>\$ 1,353</b>
Expenditures:							
None Programmed							
<b>PROJECTED DISBURSEMENTS</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>NONEXPENDABLE TRUST FUND:</b>							
BEGINNING FUND BALANCE	\$ 71,578	\$ 89,148	\$ 93,454	\$ 97,769	\$ 101,497	\$ 104,040	\$ 106,588
REVENUES	17,570	4,306	4,315	3,728	2,543	2,548	1,353
EXPENDITURES	-	-	-	-	-	-	-
<b>ENDING FUND BALANCE</b>	<b>\$ 89,148</b>	<b>\$ 93,454</b>	<b>\$ 97,769</b>	<b>\$ 101,497</b>	<b>\$ 104,040</b>	<b>\$ 106,588</b>	<b>\$ 107,941</b>

Notes:

Crab Stop Paid Off 5/21/2021 Was \$250/month

807 Indian River Drive from 8/01/21 to 7/01/31 Gr	95	1,140	1,140	1,140	1,140	1,140	1,140
River Park Plaza	100	1,200	1,200	1,200	1,200	1,200	-
1201 Indian River Drive Sebastian Investment Gr	12,800	-	-	-	-	-	-
Compassion Healthcare	149	1,788	1,788	1,192	-	-	-
	13,144	4,128	4,128	3,532	2,340	2,340	1,140

**RECREATION IMPACT FEE FUNDS  
PROJECTED BALANCES  
FISCAL YEARS 2024-2029**

	FY 21-22	FY 22-23	FY 23-24	FY 24-25	FY 25-26	FY 26-27	FY 27-28	FY 28-29
Recreation Impact Fees	\$ 179,400	\$ 179,400	\$ 179,400	\$ 179,400	\$ 179,400	\$ 179,400	\$ 179,400	\$ 179,400
Investment Income	2,641	20,413	18,903	10,318	15,804	18,564	21,463	26,506
<b>PROJECTED REVENUE</b>	<b>\$ 182,041</b>	<b>\$ 199,813</b>	<b>\$ 198,303</b>	<b>\$ 189,718</b>	<b>\$ 195,204</b>	<b>\$ 197,964</b>	<b>\$ 200,863</b>	<b>\$ 205,906</b>
Park Improvements	\$ 8,959	\$ 15,974	\$ 20,000	\$ 20,000	\$ 20,000	\$ 20,000	\$ 20,000	\$ 20,000
Park Identification Signage	23,425	-						
Barber Street Baseball Dugouts	15,791							
Barber Street Baseball Backstops	-	75,000						
Playground Improvements	73,101	104,026	350,000	60,000	120,000	120,000	80,000	-
Swing/Bench Park at Harbor Lights		35,000						
<b>TOTAL EXPENDITURES FY 22</b>	<b>\$ 121,276</b>							
<b>TOTAL EXPENDITURES FY 23</b>		<b>\$ 230,000</b>						
<b>TOTAL EXPENDITURES FY 24</b>			<b>\$ 370,000</b>					
<b>TOTAL EXPENDITURES FY 25</b>				<b>\$ 80,000</b>				
<b>TOTAL EXPENDITURES FY 26</b>					<b>\$ 140,000</b>			
<b>TOTAL EXPENDITURES FY 27</b>						<b>\$ 140,000</b>		
<b>TOTAL EXPENDITURES FY 28</b>							<b>\$ 100,000</b>	
<b>TOTAL EXPENDITURES FY 29</b>								<b>\$ 20,000</b>
BEGINNING FUND BALANCE	\$ 257,786	\$ 318,551	\$ 288,364	\$ 116,667	\$ 226,385	\$ 281,589	\$ 339,554	\$ 440,416
TOTAL REVENUES	182,041	199,813	198,303	189,718	195,204	197,964	200,863	205,906
TOTAL EXPENDITURES	121,276	230,000	370,000	80,000	140,000	140,000	100,000	20,000
<b>ENDING FUND BALANCE</b>	<b>\$ 318,551</b>	<b>\$ 288,364</b>	<b>\$ 116,667</b>	<b>\$ 226,385</b>	<b>\$ 281,589</b>	<b>\$ 339,554</b>	<b>\$ 440,416</b>	<b>\$ 626,322</b>

	FY 21-22	FY 22-23	FY 23-24	FY 24-25	FY 25-26	FY 26-27	FY 27-28	FY 28-29
<b>BEGINNING FUND BALANCE:</b>								
Zone A	\$ 44,549	\$ 79,277	\$ 84,123	\$ 28,396	\$ 57,167	\$ 27,417	\$ 55,483	\$ 85,249
Zone B	55,488	20,521	(23,635)	(25,124)	(9,785)	7,093	(34,878)	(99,522)
Zone C	57,857	41,670	2,151	21,108	(709)	(24,442)	10,263	47,228
Zone D	99,891	177,082	225,726	92,286	179,712	271,522	308,686	407,461
All Zones	\$ 257,786	\$ 318,551	\$ 288,364	\$ 116,667	\$ 226,385	\$ 281,589	\$ 339,554	\$ 440,416
<b>Recreation Impact Fees</b>								
Zone A	31,259	31,259	31,259	31,259	31,259	31,259	31,259	31,259
Zone B	22,561	22,561	22,561	22,561	22,561	22,561	22,561	22,561
Zone C	41,316	41,316	41,316	41,316	41,316	41,316	41,316	41,316
Zone D	84,264	84,264	84,264	84,264	84,264	84,264	84,264	84,264
All Zones	\$ 179,400	\$ 179,400	\$ 179,400	\$ 179,400	\$ 179,400	\$ 179,400	\$ 179,400	\$ 179,400
<b>Investment Income</b>								
Zone A	\$ 456	\$ 5,080	\$ 5,515	\$ 2,511	\$ 3,991	\$ 1,808	\$ 3,507	\$ 5,131
Zone B	568	1,315	(1,549)	(2,222)	(683)	468	(2,205)	(5,990)
Zone C	593	2,670	141	1,867	(49)	(1,611)	649	2,842
Zone D	1,023	11,347	14,797	8,162	12,546	17,901	19,512	24,522
All Zones	\$ 2,641	\$ 20,413	\$ 18,903	\$ 10,318	\$ 15,804	\$ 18,564	\$ 21,463	\$ 26,506
<b>Transfers:</b>								
Zone A	\$ (3,012)	\$ 31,494	\$ 92,500	\$ 5,000	\$ 65,000	\$ 5,000	\$ 5,000	\$ 5,000
Zone B	58,096	68,032	22,500	5,000	5,000	65,000	85,000	5,000
Zone C	58,096	83,507	22,500	65,000	65,000	5,000	5,000	5,000
Zone D	8,096	46,968	232,500	5,000	5,000	65,000	5,000	5,000
All Zones	\$ 121,276	\$ 230,000	\$ 370,000	\$ 80,000	\$ 140,000	\$ 140,000	\$ 100,000	\$ 20,000
<b>Ending Balances:</b>								
Zone A	\$ 79,277	\$ 84,123	\$ 28,396	\$ 57,167	\$ 27,417	\$ 55,483	\$ 85,249	\$ 116,639
Zone B	20,521	(23,635)	(25,124)	(9,785)	7,093	(34,878)	(99,522)	(87,951)
Zone C	41,670	2,151	21,108	(709)	(24,442)	10,263	47,228	86,387
Zone D	177,082	225,726	92,286	179,712	271,522	308,686	407,461	511,247
All Zones	\$ 318,551	\$ 288,364	\$ 116,667	\$ 226,385	\$ 281,589	\$ 339,554	\$ 440,416	\$ 626,322

7 Year Income Thru FY22	FY 23 Ending Balances	7 Year Income Thru FY23
251,475	84,123	207,158
179,012	(23,635)	172,798
197,364	2,151	226,031
444,522	225,726	481,986

Proves We are Spending Income Received Within Past 7 Years.

**STORMWATER UTILITY REVENUE FUND  
PROJECTED BALANCES  
FISCAL YEARS 2024-2029**

	<b>FY 21-22</b>	<b>FY 22-23</b>	<b>FY 23-24</b>	<b>FY 24-25</b>	<b>FY 25-26</b>	<b>FY 26-27</b>	<b>FY 27-28</b>	<b>FY 28-29</b>
Stormwater Fees (FY 24-25 \$2 Increase to \$12 fee)	\$ 1,952,168	\$ 1,926,000	\$ 1,926,000	\$ 2,311,200	\$ 2,311,200	\$ 2,311,200	\$ 2,311,200	\$ 2,311,200
Investment Income	21,527	40,000	40,583	34,130	35,557	33,043	29,327	24,219
<b>TOTAL REVENUE FUND REVENUE</b>	<b>\$ 1,973,695</b>	<b>\$ 1,966,000</b>	<b>\$ 1,966,583</b>	<b>\$ 2,345,330</b>	<b>\$ 2,346,757</b>	<b>\$ 2,344,243</b>	<b>\$ 2,340,527</b>	<b>\$ 2,335,419</b>
Personnel	\$ 666,255	\$ 764,985	\$ 971,620	\$ 1,020,201	\$ 1,071,211	\$ 1,124,772	\$ 1,181,010	\$ 1,240,061
Operating Accounts	396,103	467,940	632,367	632,367	632,367	632,367	632,367	632,367
Landscaping Contract	421,742	622,342	607,345	607,345	607,345	607,345	607,345	607,345
NPDES 5 Year Permit		7,988					7,988	
Total Operational and Maintenance	\$ 1,484,100	\$ 1,863,255	\$ 2,211,332	\$ 2,259,913	\$ 2,310,923	\$ 2,364,484	\$ 2,428,710	\$ 2,479,773
Walk Behind Concrete Saw			10,000					
Concrete Saw		1,555						
SW-616 4X4 2006 Pickup Replacement		36,938						
Laser	2,389							
Kabota	2,549							
Aquatic Bucket	3,550							
Aeration Fountains	6,962	5,300						
Lowboy Tractor & Trailer	123,622							
Transfers Out to Stormwater Projects Fund	111,661	361,192	165,000	182,000	200,000	220,000	242,000	266,000
<b>TOTAL REVENUE FUND EXPENDITURES</b>	<b>\$ 1,734,833</b>	<b>\$ 2,268,240</b>	<b>\$ 2,386,332</b>	<b>\$ 2,441,913</b>	<b>\$ 2,510,923</b>	<b>\$ 2,584,484</b>	<b>\$ 2,670,710</b>	<b>\$ 2,745,773</b>
BEGINNING FUND BALANCE	1,718,263	\$ 1,957,125	\$ 1,654,885	\$ 1,235,136	\$ 1,138,553	\$ 974,387	\$ 734,146	\$ 403,963
BUDGET RESERVE - 5% OF FEES	97,608	96,300	96,300	115,560	115,560	115,560	115,560	115,560
UNRESTRICTED RESERVE BALANCE	\$ 1,620,655	\$ 1,860,825	\$ 1,558,585	\$ 1,119,576	\$ 1,022,993	\$ 858,827	\$ 618,586	\$ 288,403
ANNUAL REVENUES	1,973,695	1,966,000	1,966,583	2,345,330	2,346,757	2,344,243	2,340,527	2,335,419
ANNUAL EXPENDITURES	1,734,833	2,268,240	2,386,332	2,441,913	2,510,923	2,584,484	2,670,710	2,745,773
<b>ENDING FUND BALANCE</b>	<b>\$ 1,859,517</b>	<b>\$ 1,558,585</b>	<b>\$ 1,138,836</b>	<b>\$ 1,022,993</b>	<b>\$ 858,827</b>	<b>\$ 618,586</b>	<b>\$ 288,403</b>	<b>\$ (121,951)</b>

**STORMWATER UTILITY PROJECTS FUND  
PROJECTED BALANCES**

	<b>FY 21-22</b>	<b>FY 22-23</b>	<b>FY 23-24</b>	<b>FY 24-25</b>	<b>FY 25-26</b>	<b>FY 26-27</b>	<b>FY 27-28</b>	<b>FY 28-29</b>
Transfers In from Stormwater Revenue Fund	\$ 111,661	\$ 361,192	\$ 165,000	\$ 182,000	\$ 200,000	\$ 220,000	\$ 242,000	\$ 266,000
Applied from Prior Year Balances	\$ 229,949							
Transfers In from Discretionary Sales Tax Fund	\$ 584,832	\$ 865,146	\$ 500,000	\$ 555,000	\$ 327,500	\$ 436,250		
American Rescue Plan	\$ 1,450,000							
Grants	4,416	12,095,440	11,000,000	915,000	232,500	258,750		
<b>TOTAL PROJECT REVENUE</b>	<b>\$ 2,380,858</b>	<b>\$ 13,321,778</b>	<b>\$ 11,665,000</b>	<b>\$ 1,652,000</b>	<b>\$ 760,000</b>	<b>\$ 915,000</b>	<b>\$ 242,000</b>	<b>\$ 266,000</b>
Stonecrop Drainage DST/FEMA	\$ 5,888	\$ 1,460,586		\$ 1,220,000	\$ 310,000	\$ 345,000		
Stormwater Master Plan	680,275	69,625						
Tulip Habitat		16,073						
Mini Excavator		66,837						
Roadway Swale/Culvert Work		208,657						
Roadway Swale/Culvert Work DST	244,695							
Sliplining or Pipe Replacement			165,000	182,000	200,000	220,000	242,000	266,000
Canal Restoration DST		11,500,000	11,500,000					
Tulip Road Crossing DST				250,000				
Bayfront Road Crossing DST			-		250,000			
Ocean Cove DST				-		350,000		
Gardenia/Evenmia Ditch ARPA	750,000							
Concha Dam ARPA	700,000							
<b>TOTAL PROJECT EXPENDITURES</b>	<b>\$ 2,380,858</b>	<b>\$ 13,321,778</b>	<b>\$ 11,665,000</b>	<b>\$ 1,652,000</b>	<b>\$ 760,000</b>	<b>\$ 915,000</b>	<b>\$ 242,000</b>	<b>\$ 266,000</b>

**CEMETERY TRUST FUND  
PROJECTED BALANCES  
FISCAL YEARS 2024-2029**

	<b>FY 21-22</b>	<b>FY 22-23</b>	<b>FY 23-24</b>	<b>FY 24-25</b>	<b>FY 25-26</b>	<b>FY 26-27</b>	<b>FY 27-28</b>
Lot Sales	\$ 164,032	\$ 165,000	\$ 165,000	\$ 165,000	\$ 165,000	\$ 165,000	\$ 165,000
Interest Income	8,637	9,419	10,050	8,755	8,294	8,683	8,240
<b>PROJECTED REVENUE</b>	<b>\$ 172,669</b>	<b>\$ 174,419</b>	<b>\$ 175,050</b>	<b>\$ 173,755</b>	<b>\$ 173,294</b>	<b>\$ 173,683</b>	<b>\$ 173,240</b>
<b>Expended from Permanent Endowment:</b>							
Cemetery Equipment (Mowers)	-	-	14,000	-	-	-	16,000
Cemetery Pickup Truck						40,000	
Dump Trailer						13,000	
Second Irrigation Pump and Well			10,000			40,000	
Cemetery Grounds Improvements			165,000	-	-	-	-
Replace Chain Link Fencing		9,235					
Cemetery Signage	6,457						
General Fund Transfer for Operations	90,000	95,000	130,000	130,000	130,000	130,000	130,000
<b>TOTAL OPERATIONAL EXPENDITURES</b>	<b>\$ 96,457</b>	<b>\$ 104,235</b>	<b>\$ 319,000</b>	<b>\$ 130,000</b>	<b>\$ 130,000</b>	<b>\$ 223,000</b>	<b>\$ 146,000</b>
<b>Expended from Non-Endowed (Capital):</b>							
Columbariums				95,000			
<b>PROJECTED CAPITAL DISBURSEMENTS</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>95,000</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>TOTAL PROJECTED DISBURSEMENTS</b>	<b>\$ 90,000</b>	<b>\$ 95,000</b>	<b>\$ 130,000</b>	<b>\$ 225,000</b>	<b>\$ 130,000</b>	<b>\$ 130,000</b>	<b>\$ 130,000</b>
<b>PERMANENT ENDOWMENT:</b>							
BEGINNING FUND BALANCE	\$ 623,750	\$ 609,309	\$ 587,574	\$ 351,074	\$ 303,574	\$ 256,074	\$ 115,574
ANNUAL REVENUES	82,016	82,500	82,500	82,500	82,500	82,500	82,500
ANNUAL EXPENDITURES & TRANSFERS	(96,457)	(104,235)	(319,000)	(130,000)	(130,000)	(223,000)	(146,000)
<b>ENDING FUND BALANCE</b>	<b>\$ 609,309</b>	<b>\$ 587,574</b>	<b>\$ 351,074</b>	<b>\$ 303,574</b>	<b>\$ 256,074</b>	<b>\$ 115,574</b>	<b>\$ 52,074</b>
<b>NON-ENDOWED (Capital)</b>							
BEGINNING FUND BALANCE	\$ 346,577	\$ 437,230	\$ 529,148	\$ 621,699	\$ 617,954	\$ 708,748	\$ 799,931
ANNUAL REVENUES	90,653	91,919	92,550	91,255	90,794	91,183	90,740
ANNUAL EXPENDITURES	-	-	-	(95,000)	-	-	-
<b>ENDING FUND BALANCE</b>	<b>\$ 437,230</b>	<b>\$ 529,148</b>	<b>\$ 621,699</b>	<b>\$ 617,954</b>	<b>\$ 708,748</b>	<b>\$ 799,931</b>	<b>\$ 890,670</b>
<b>TOTAL ENDING BALANCE OF TRUST FUND</b>	<b>\$ 1,046,538</b>	<b>\$ 1,116,722</b>	<b>\$ 972,772</b>	<b>\$ 921,527</b>	<b>\$ 964,821</b>	<b>\$ 915,504</b>	<b>\$ 942,744</b>

**GOLF COURSE FUND  
PROJECTED BALANCES  
FISCAL YEARS 2024-2029**

	<b>FY 21-22</b>	<b>FY 22-23</b>	<b>FY 23-24</b>	<b>FY 24-25</b>	<b>FY 25-26</b>	<b>FY 26-27</b>	<b>FY 27-28</b>
Charges for Services	\$ 1,627,040	\$ 1,756,211	\$ 1,765,985	\$ 1,774,815	\$ 1,783,689	\$ 1,792,607	\$ 1,801,570
Proshop Sales	105,000	123,223	125,000	125,000	125,000	125,000	125,000
Rents	30,000	30,000	30,000	30,000	30,000	30,000	30,000
Other Revenue	9,547	8,223	4,260	4,260	4,260	4,260	4,260
FEMA and State Reimbursements	-	77,472	-	-	-	-	-
Insurance Proceeds	-	48,342	-	-	-	-	-
Sale of Carts or Equipment	-	160,360	-	-	-	-	-
Investment Income	1,160	13,200	13,200	1,811	1,764	1,786	1,804
<b>PROJECTED REVENUE</b>	<b>\$ 1,772,747</b>	<b>\$ 2,217,031</b>	<b>\$ 1,938,445</b>	<b>\$ 1,935,886</b>	<b>\$ 1,944,713</b>	<b>\$ 1,953,653</b>	<b>\$ 1,962,634</b>
Personnel (5.0% per year on Full-time)	\$ 402,598	\$ 431,430	\$ 508,795	\$ 523,280	\$ 538,490	\$ 554,460	\$ 571,229
Operating Costs	813,080	998,555	1,009,648	1,009,648	1,009,648	1,009,648	1,009,648
Proshop Cost of Sales	65,000	90,000	95,000	90,000	95,000	90,000	95,000
Airport Rent	106,135	106,370	106,370	106,370	106,370	106,370	106,370
Capital Lease Principal - Golf Carts - Up 28%	50,801	-	-	-	-	-	-
Capital Lease Interest - Golf Carts - Up 30%	890	-	-	-	-	-	-
Golf Cart Purchase	-	528,640	-	-	-	-	-
Insured Damage to Irrigation System	-	21,097	-	-	-	-	-
Repay \$500K General Fund Cash Flow Loans	35,000	35,000	80,000	150,000	100,000	100,000	-
Repay \$559,684 Building Fund Cash Flow Loans	-	-	-	-	-	-	59,684
Equipment	-	-	3,500	-	-	-	-
Ice Machine	-	7,889	-	-	-	-	10,000
Rehab Parking Lot	5,000	-	-	-	-	-	-
Ditch #15 Improvements	20,000	-	-	-	-	-	-
Golf Shop Carpet	-	-	3,800	-	-	-	-
Range Netting	-	88,826	-	-	-	-	-
Club House Doors	-	-	35,000	-	-	-	-
Golf Bunker Renovations	-	-	50,000	50,000	50,000	50,000	50,000
Interest Payment to Building Fund	5,138	5,331	5,012	4,689	4,365	4,037	3,705
Principal Payment to Building Fund	30,947	32,065	32,386	32,706	33,032	33,360	33,692
<b>TOTAL FY 22</b>	<b>\$ 1,534,589</b>						
<b>TOTAL FY 23</b>		<b>\$ 2,345,203</b>					
<b>TOTAL FY 24</b>			<b>\$ 1,929,511</b>				
<b>TOTAL FY 25</b>				<b>\$ 1,966,693</b>			
<b>TOTAL FY 26</b>					<b>\$ 1,936,905</b>		
<b>TOTAL FY 27</b>						<b>\$ 1,947,875</b>	
<b>TOTAL FY 28</b>							<b>\$ 1,939,328</b>
<b>TOTAL FY 29</b>							
<b>BEGINNING UNRESTRICTED RESOURCES</b>	<b>\$ 7,757</b>	<b>\$ 245,915</b>	<b>\$ 117,743</b>	<b>\$ 126,677</b>	<b>\$ 95,869</b>	<b>\$ 103,677</b>	<b>\$ 109,455</b>
<b>TOTAL REVENUES</b>	<b>1,772,747</b>	<b>2,217,031</b>	<b>1,938,445</b>	<b>1,935,886</b>	<b>1,944,713</b>	<b>1,953,653</b>	<b>1,962,634</b>
<b>TOTAL OPERATING FUND EXPENDITURES</b>	<b>(1,534,589)</b>	<b>(2,345,203)</b>	<b>(1,929,511)</b>	<b>(1,966,693)</b>	<b>(1,936,905)</b>	<b>(1,947,875)</b>	<b>(1,939,328)</b>
<b>ENDING UNRESTRICTED RESOURCES</b>	<b>\$ 245,915</b>	<b>\$ 117,743</b>	<b>\$ 126,677</b>	<b>\$ 95,869</b>	<b>\$ 103,677</b>	<b>\$ 109,455</b>	<b>\$ 132,761</b>

**AIRPORT FUND  
PROJECTED BALANCES  
FISCAL YEARS 2024-2029**

	FY 21-22	FY 22-23	FY 23-24	FY 24-25	FY 25-26	FY 26-27	FY 27-28	FY 28-29
<b>OPERATING FUND:</b>								
Pickle Ball Courts Rents	\$ 6,795	\$ 6,795	\$ 6,795	\$ 6,795	\$ 6,795	\$ 6,795	\$ 6,795	\$ 6,795
Public Works Compound Rental	14,215	56,365	56,860	56,860	56,860	56,860	56,860	56,860
Golf Course and IGM Maintenance Rents	106,135	106,864	106,864	106,864	106,864	106,864	106,864	106,864
Facilities Maintenance Rents	6,000	6,000	6,000	6,000	6,000	6,000	6,000	6,000
Police Storage Area	576	576	576	576	576	576	576	576
Other Rents (With Hangar D)	380,099	413,765	485,540	541,340	541,340	541,340	541,340	541,340
FEMA and State Reimbursements		32,230						
Sale of Fixed Assets	11,834	18,934	-	-	-	-	-	-
Investment Income	720	10,200	10,750	1,064	958	1,042	1,016	1,114
Other Revenue	85,690	85,145	85,185	85,185	85,185	85,185	85,185	85,185
Transfer from General Fund	3,643	-	-	-	-	-	-	-
<b>PROJECTED REVENUE</b>	<b>\$ 615,707</b>	<b>\$ 736,874</b>	<b>\$ 758,570</b>	<b>\$ 804,684</b>	<b>\$ 804,578</b>	<b>\$ 804,662</b>	<b>\$ 804,636</b>	<b>\$ 804,734</b>
Personnel	130,481	187,480	206,415	212,607	218,986	225,555	232,322	239,292
Operating Costs	191,480	243,802	386,411	398,003	409,943	422,242	434,909	447,956
General Fund Management Fee	104,041	98,374	105,057	108,209	111,455	114,799	118,243	121,790
Air Conditioners	3,643							
Mailbox	1,920							
Debris Blower		9,479						
Equipment	29,043							
Airport Maintenance Equipment			35,000	9,000				
Airport Backhoe Loader							65,000	
Airport Tractor/Mower Deck			80,000		30,000			
Airport Netting		36,834						
Transfer to Airport Construction Fund	72,053	76,707	-	-	25,000	10,000	-	-
Repayment of DST Advances and Interest	36,500	36,500	38,500	38,500	38,500	40,500	40,500	40,500
<b>TOTAL FY 22</b>	<b>\$ 569,161</b>	<b>\$ 689,176</b>						
<b>TOTAL FY 23</b>			<b>\$ 851,383</b>					
<b>TOTAL FY 24</b>				<b>\$ 766,319</b>				
<b>TOTAL FY 25</b>					<b>\$ 833,884</b>			
<b>TOTAL FY 26</b>						<b>\$ 813,096</b>		
<b>TOTAL FY 27</b>							<b>\$ 890,973</b>	
<b>TOTAL FY 28</b>								<b>\$ 849,538</b>
<b>TOTAL FY 29</b>								
BEGINNING RESOURCES	\$ 456,574	\$ 503,120	\$ 550,818	\$ 458,005	\$ 496,369	\$ 467,063	\$ 458,630	\$ 372,293
TOTAL REVENUES	615,707	736,874	758,570	804,684	804,578	804,662	804,636	804,734
TOTAL EXPENDITURES+DEBT+TRANSFERS	(569,161)	(689,176)	(851,383)	(766,319)	(833,884)	(813,096)	(890,973)	(849,538)
<b>ENDING UNAPPROPRIATED RESOURCES</b>	<b>\$ 503,120</b>	<b>\$ 550,818</b>	<b>\$ 458,005</b>	<b>\$ 496,369</b>	<b>\$ 467,063</b>	<b>\$ 458,630</b>	<b>\$ 372,293</b>	<b>\$ 327,489</b>
<b>CAPITAL FUND:</b>								
BEGINNING RESOURCES	\$ (10,724)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Grants	4,238,544	4,858,208	1,000,000	962,480	1,930,080	1,200,000	2,400,000	218,500
Private Funding	-	80,000						
Transfers from Airport Revenue	72,053	76,707	-	-	25,000	10,000	-	-
Transfers from General Fund	19,723							
Transfers from DST	490,294	611,264	285,895	240,620	457,520	290,000	600,000	11,500
Rescue Grant Expenditure	32,000							
Security Cameras	24,000							
Aircraft Wash Rack					125,000			
Airport Equipment Shelter						50,000		
Hangar C Office Improvements	-	400,000						
Hangar D	1,500,568	76,707						
Square Hangars	965,420	1,570,000	35,895					
Shade Hangars					1,300,000			
Runway 10-28 and Taxiway Bravo Markings		43,179						
Rehab Runway 05/23	2,500	3,407,645						
Reconstruct Apron Alpha			1,250,000					
Taxi Lane Alpha Construction	668,083							
Taxiway Golf Design				215,500				
Taxiway Golf Construction				987,600	987,600			
Taxiway Bravo Design								230,000
Terminal Apron Expansion						1,200,000		
Design NW Airport Access						250,000		
Construct NW Airport Access							3,000,000	
Establish Sewer Service	1,628,043	128,648						
<b>ENDING RESOURCES</b>	<b>\$ -</b>							
Hangar A \$285K DST Advance in 2008	\$ 254,396	\$ 246,523	\$ 236,335	\$ 225,739	\$ 214,720	\$ 203,260	\$ 191,341	\$ 179,422
Hangar B \$290K DST Advance in 2011	\$ 249,575	\$ 241,058	\$ 232,200	\$ 222,988	\$ 213,408	\$ 201,444	\$ 189,002	\$ 176,560

**BUILDING FUND  
PROJECTED BALANCES  
FISCAL YEARS 2024-2029**

	<u>FY 21-22</u>	<u>FY 22-23</u>	<u>FY 23-24</u>	<u>FY 24-25</u>	<u>FY 25-26</u>	<u>FY 26-27</u>	<u>FY 27-28</u>	<u>FY 28-29</u>
Operating Revenue (No Growth)	\$ 1,229,100	\$ 999,350	\$ 1,072,150	\$ 1,072,150	\$ 1,072,150	\$ 1,072,150	\$ 1,072,150	\$ 1,072,150
Other Revenue	3,200	2,500	3,000	3,000	3,000	3,000	3,000	3,000
Principal on Golf Course Irrigation Loan	30,947	31,352	32,386	32,706	33,032	33,360	33,692	34,027
Interest on Golf Course Irrigation Loan	5,138	4,857	5,012	4,285	4,365	4,037	3,705	3,370
Payment on Golf Course Cash Flow Loan							59,684	100,000
Investment Income	3,654	37,000	37,000	3,536	3,025	2,410	1,686	952
<b>PROJECTED REVENUE</b>	<u>\$ 1,272,039</u>	<u>\$ 1,075,059</u>	<u>\$ 1,149,548</u>	<u>\$ 1,115,677</u>	<u>\$ 1,115,572</u>	<u>\$ 1,114,957</u>	<u>\$ 1,173,917</u>	<u>\$ 1,213,499</u>
Front Counter Renovations	116,000							
Personnel	718,945							
Operating Costs	213,051							
<b>TOTAL FY 22</b>	<u>\$ 1,047,996</u>							
Personnel		793,935						
Operating Costs		193,591						
Front Counter Renovations		71,735						
<b>TOTAL FY 23</b>		<u>\$ 1,059,261</u>						
Personnel			1,104,265					
Operating Costs			242,394					
Replacement Truck			30,000					
<b>TOTAL FY 24</b>			<u>\$ 1,376,659</u>					
Personnel				1,159,478				
Operating Costs				242,394				
<b>TOTAL FY 25</b>				<u>\$ 1,401,872</u>				
Personnel					1,217,452			
Operating Costs					242,394			
<b>TOTAL FY 26</b>					<u>\$ 1,459,846</u>			
Personnel						1,278,325		
Operating Costs						242,394		
<b>TOTAL FY 27</b>						<u>\$ 1,520,719</u>		
Personnel							1,342,241	
Operating Costs							242,394	
<b>TOTAL FY 28</b>							<u>\$ 1,584,635</u>	
Personnel								1,409,353
Operating Costs								242,394
<b>TOTAL FY 29</b>								<u>\$ 1,651,747</u>
BEGINNING RESOURCES	\$ 1,429,964	\$ 1,654,006	\$ 1,669,804	\$ 1,442,693	\$ 1,156,498	\$ 812,224	\$ 406,463	\$ (4,255)
TOTAL REVENUES	1,272,039	1,075,059	1,149,548	1,115,677	1,115,572	1,114,957	1,173,917	1,213,499
EXPENDITURES+DEBT+TRANSFERS	1,047,996	1,059,261	1,376,659	1,401,872	1,459,846	1,520,719	1,584,635	1,651,747
<b>ENDING UNRESTRICTED RESOURCES</b>	<u>\$ 1,654,006</u>	<u>\$ 1,669,804</u>	<u>\$ 1,442,693</u>	<u>\$ 1,156,498</u>	<u>\$ 812,224</u>	<u>\$ 406,463</u>	<u>\$ (4,255)</u>	<u>\$ (442,503)</u>