

# City of Safety Harbor, Florida



**Folly Farm  
Nature Preserve**

**"Don't Fence Me In" **  
*A gift from George and Lucille Weiss*

**Annual Budget: FY 2017-2018**



**CITY OF SAFETY HARBOR, FLORIDA  
ADOPTED BUDGET  
FISCAL YEAR 2017/18**



**CITY COMMISSION**

Joseph Ayoub, Mayor  
Carlos Diaz, Vice-Mayor  
Cliff Merz, Commissioner  
Andy Zodrow, Commissioner  
Scott Long, Commissioner

**City Manager**  
Matthew L. Spoor

**PREPARED BY  
FINANCE DEPARTMENT**

# ELECTED CITY OFFICIALS



**JOSEPH AYOUB, MAYOR (CENTER)**  
**CARLOS DIAZ, VICE-MAYOR (STANDING RIGHT)**  
**CLIFF MERZ, COMMISSIONER (SEATED RIGHT)**  
**ANDY ZODROW, COMMISSIONER (STANDING LEFT)**  
**SCOTT LONG, COMMISSIONER (SEATED LEFT)**



## **CITY OF SAFETY HARBOR APPOINTED OFFICIALS**

CITY MANAGER

CITY ATTORNEY

CITY CLERK

CITY ENGINEER

COMMUNITY DEVELOPMENT DIRECTOR

FINANCE DIRECTOR

FIRE CHIEF

HUMAN RESOURCES DIRECTOR

LEISURE SERVICES DIRECTOR

LIBRARY DIRECTOR

PUBLIC WORKS DIRECTOR/ASSISTANT CITY MANAGER

MATTHEW SPOOR

ALAN ZIMMET

KAREN SAMMONS

JOHN POWELL

MARCIE STENMARK

JUNE SOLANES

JOE ACCETTA

KIMBERLY NICHOLLS

ANDREA NORWOOD

LISA KOTHE

RAY BOLER





GOVERNMENT FINANCE OFFICERS ASSOCIATION

*Distinguished Budget  
Presentation Award*

PRESENTED TO

**City of Safety Harbor  
Florida**

For the Fiscal Year Beginning

**October 1, 2016**



Executive Director

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## SAFETY HARBOR, FLORIDA





## City of Safety Harbor Florida

HOME OF ESPIRITU SANTO MINERAL SPRINGS

750 Main Street ‡ Safety Harbor, Florida 34695 ‡ (727) 724-1555  
FAX 724-1566

### Budget Message for Fiscal Year 2017/2018

**September 25, 2017**

Citizens, Honorable Mayor and City Commissioners:

Pursuant to Article III, Section 43 (6), of the City Charter, the City Manager's Office hereby submits the Adopted Fiscal Year (FY) 2017/2018 Budget document. This document has been prepared based on staff's understanding of the goals and interests expressed by the City Commission, staff's awareness of the needs of the City and the availability of financial resources.

#### City Mission Statement

*"Safety Harbor strives to be a vibrant destination City with a unique quality of life - a City that is successful in balancing responsible, innovative growth with careful preservation of its small town atmosphere, its quaint character, and its valued treasures."*

#### Why choose Safety Harbor

- ✓ Accessible government that is responsive to citizen needs and concerns
- ✓ Pro-business with an active Chamber of Commerce
- ✓ Quaint downtown that hosts a multitude of special events every month
- ✓ Excellent schools and parks with tons of programs and activities
- ✓ Outstanding full-service public library
- ✓ Safe, friendly neighborhoods that are ideal for raising children & retirement
- ✓ High rate of homeownership with stable property values
- ✓ Low millage rate
- ✓ A scenic harbor with over 3.5 miles of unobstructed views of the bay
- ✓ Strong protections for preserving grand trees and other natural resources
- ✓ High rate of volunteerism and civic pride
- ✓ Close proximity to two international airports
- ✓ Award winning hospital and two Fire Stations serving 17,000+ residents



## **VISION**

During the 2007 Visioning Session, the participants identified strategic actions in four main categories. These strategic actions help guide city-wide and departmental goals and the budget development each year. These same strategic actions are also incorporated into the bi-annual City Commission Goal Setting Workshop. The 2007 VISION strategic action items were categorized within four main categories as listed below.

### **Mixed Use Activity Centers:**

- (1) Land Development Code Comprehensive Review; review requirements to include architectural, setbacks, green space, density.
- (2) Property owners, City and developers working together to achieve quality mixed use VISION.
- (3) Develop marketing plan to support a vibrant downtown.

### **Planned Development & Public Districts:**

- (1) Update Zoning Ordinance
- (2) Adopt Tree Ordinance
- (3) Create Architectural Review Board
- (4) Beautification/Preservation Tax

### **Traditional Neighborhoods:**

- (1) Incentives to preserve & encourage complementary development; amend Zoning to balance architectural preservation, green space, character, without undermining all redevelopment; incentives to preserve historic buildings; historical society.
- (2) Assess existing underutilized building spaces; maximize these spaces prior to developing new.
- (3) Funding to purchase green space and historic property.

### **9<sup>th</sup> Avenue Corridor:**

- (1) Create façade/beautification grant program and improve City owned rights-of-way with landscape and hardscape.
- (2) Create an industrial park association and ensure effective collaboration between the City and Chamber of Commerce.
- (3) City promotion of business and industry.

## MAYOR AND CITY COMMISSION GOALS

The Mayor and Commission meet annually to conduct a goal-setting session to establish a vision for departmental goals, projects, initiatives and policy direction. A goal-setting workshop was held in March 2017. Listed below are the goals and priorities established for the upcoming budget year.

### **SAFETY HARBOR CITY COMMISSION GOALS AND PRIORITIES (2017)**

- Alcoholic Sales Ordinance
- Architectural Standards/ Downtown Partnership Incentive Review
- Parking Study Update
- Waterfront Park Phase III
- Community Center- Fitness Center and Facility Improvements
- Reciprocity Agreement with the City of Clearwater
- Economic Development Officer
- Downtown Survey
- Bicycle and Pedestrian Audits
- Trail connecting Safety Harbor and Oldsmar
- Purchase Property Opportunities



# Executive Summary

## Citywide

The FY 2018 budget workshops beginning in June 2017, preceded by a goal-setting session in March 2017, included discussions regarding fund reserve, millage rates, employee merit increases, and new positions. At the City's budget workshop on June 26<sup>th</sup>, the City Commission moved to accelerate Phase II work at the Waterfront Park from FY 2021 to FY 2018, and provided direction for economic development, a reciprocity agreement with the City of Clearwater, a bicycle and pedestrian audit and a parking study update, although final funding decisions have not been determined except for the Waterfront Park Phase II development. The adopted budget reflects citywide revenues and expenditures, including transfers and fund balance, of \$71,916,240, which is 18.59 percent over the estimated year-end budget for fiscal year ending 2017.

## **REVENUES**

The summaries of revenues by category are as follows:

	Estimated FY 2017	Adopted FY 2018	\$ Change Over (Under)	% Change Over (Under)
Ad Valorem Taxes	\$ 4,680,320	\$ 5,039,880	\$ 359,560	7.68%
Other Taxes	4,414,660	4,445,800	31,140	0.71%
Franchise Fees	1,417,200	1,430,200	13,000	0.92%
Permits, Fees, Special Assessments	1,980,290	2,032,020	51,730	2.61%
Intergovernmental Revenue	3,469,470	3,526,250	56,780	1.64%
Charges for Services	12,903,360	14,450,650	1,547,290	11.99%
Fines & Forfeitures	46,000	47,200	1,200	2.61%
Miscellaneous Revenue	858,470	651,460	(207,010)	-24.11%
Indirect Allocations	1,714,370	1,716,400	2,030	0.12%
Interfund Transfers	1,835,190	9,978,620	8,143,430	443.74%
Debt Proceeds	-	8,115,000	8,115,000	0.00%
Fund Balance Carryforward	27,325,650	20,482,760	(6,842,890)	-25.04%
Total	\$ 60,644,980	\$ 71,916,240	\$ 11,271,260	18.59%

**Taxes** – Ad valorem tax revenue is increased by 7.68 percent with a total budget of \$5,039,880, including General Fund and the Community Redevelopment Agency fund. This increase proposes a millage rate at 3.9500. This millage rate is unchanged from the fiscal year 2017 rate of 3.9500 and requires a 2/3 majority vote from the governing body. The adopted millage rate of 3.9500 is 5.93 percent higher than the rolled back rate of 3.7290 and generates \$254,350 in general fund revenue over ad valorem revenue of \$4,291,740, which is the amount that would be generated by the rolled back rate. Utility taxes, occupational licenses, and the “Penny” from Pinellas one percent sales taxes are estimated to increase nominally by a net amount of \$31,140.

**Franchise Fees** – With a budget of \$1,430,200, these fees are projected to increase by 0.92 percent over FY 2017 estimated. The projection is based on historical and current year trends.

**Permits, Fees & Special Assessments** – The budget of \$2,032,020 is \$51,730 over FY 2017, an increase of 2.61 percent. There is no increase in the street light assessment fee of \$3.25 per equivalent residential unit (ERU).

**Intergovernmental Revenue** – The increase in revenue from \$3,469,470 to \$3,526,360 is \$56,780 or 1.64 percent. This amount includes a decrease of \$182,030 in Capital Projects Fund grants and contributions. Increases include \$17,600 for state shared revenues from sales tax, mobile home licenses, alcoholic beverage licenses; \$48,400 is for the



CITY OF SAFETY HARBOR  
ADOPTED FY 2017/2018 BUDGET

local government half-cent sales tax; \$56,170 is for the Library grant; and \$114,410 is the combined increase for county fire and EMS funding.

**Charges for Services** – Charges for services provided to the citizens are estimated to increase by \$1,547,290 to \$14,450,650. As a result of the currently implemented rate adjustments, \$1,474,180 is attributable to water and wastewater revenue based consumption. Projections for the sale of water and wastewater to residents are reevaluated annually based on current year and historical consumption. Sanitation collections are projected to increase by \$24,800, and an increase of \$50,910 is estimated for downtown events. Permitting fees round out the balance.

Miscellaneous revenue with a budget of \$651,460 is \$207,010 less than the FY 2017 year-end estimate.

**Interfund Allocations**

	Account Number	Description	FY17 Estimated Budget	FY18 Adopted Budget
Admin	001-1000-369.04-01	ADMIN REIMB - WATER & SEWER	\$ 224,000	\$ 224,290
Mar	001-1000-369.04-02	FLEET/BLDG REIMB - WATER & SEWER	104,430.00	106,170.00
Admin	001-1000-369.04-03	ADMIN REIMB - SANITATION	133,100.00	133,100.00
Mar	001-1000-369.04-04	FLEET/BLDG REIMB - SANITATION	55,940.00	55,940.00
Mar	001-1000-369.04-09	FLEET/BLDG REIMB-STORMWATER	18,240.00	18,240.00
Admin	001-1000-369.04-11	ADMIN REIMB - STORMWATER	39,690.00	39,690.00
Eng	001-1000-369.04-13	ENGINEERING REIMB - STORMWATER	41,160.00	41,160.00
Eng	001-1000-369.04-14	ENGINEERING REIMB-WATER & SEWER	399,230.00	399,230.00
Mar	001-1000-369.04-58	BLDG MAINT - MARINA FUND	29,990.00	29,990.00
DP	041-4000-369.04-06	DATA PROCESSING - GENERAL FUND	389,450.00	389,450.00
DP	041-4000-369.04-07	DATA PROCESSING - SANITATION	15,370.00	15,370.00
DP	041-4000-369.04-12	DATA PROCESSING - STORMWATER	5,120.00	5,120.00
DP	041-4000-369.04-19	DATA PROCESSING - LIBRARY	219,100.00	219,100.00
DP	041-4000-369.04-22	DATA PROCESSING - FIRE	39,550.00	39,550.00
		Total Revenue	<u>\$ 1,714,370</u>	<u>\$ 1,716,400</u>

**Interfund Allocations** – This category has increased minimally from FY 2017.

**Interfund Transfers** – This category has increased to \$9,978,620. Of this amount, \$8,115,000 is for borrowed funds in the water & sewer fund being transferred to the water & wastewater renewal and replacement fund for infrastructure projects. Repayment to the general fund for Waterfront Park project loans total \$257,000 and \$200,000 is being returned from the parkland fund until the Elm Street development project is ready to begin. Transfers from the capital projects fund to debt service funds total \$903,220, and transfers from the enterprise funds to debt service funds are \$295,750. Transfers from the general fund of \$200,000 to the street improvement fund and \$7,650 to the street light fund complete the transfers.

**Debt Proceeds** – This category includes the \$8,115,000 referenced above for the water & wastewater fund.

**EXPENDITURES**

The summaries of expenditures by object are as follows:

	Estimated FY 2017	Adopted FY 2018	\$ Change Over (Under)	% Change Over (Under)
Personnel Services	\$ 12,806,180	\$ 13,254,290	\$ 448,110	3.50%
Operating Expenses	10,652,415	10,800,520	148,105	1.39%
Capital Expenses	9,486,155	13,388,430	3,902,275	41.14%
Non-Operating Expenses	7,157,930	15,301,050	8,143,120	113.76%
Fund Balance	20,542,300	19,171,950	(1,370,350)	-6.67%
Total	<u>\$ 60,644,980</u>	<u>\$ 71,916,240</u>	<u>11,271,260</u>	<u>18.59%</u>

**Personnel Services** – Personnel services with an adopted budget of \$13,254,290 is 25.13 percent of citywide budgeted expenditures, excluding fund reserve. The increase over the year-end estimates for 2017 is \$448,110 or 3.50 percent. Personnel services include up to a two percent merit increase for a maximum cost of \$143,400, a seven percent increase in health insurance totaling \$120,570; and a decrease of 8.30 percent or \$21,190 for workers' compensation insurance.

**Staffing Levels** – There are no staffing changes included in the budget. City Commission has included \$100,000 for economic development in the Community Redevelopment fund budget. This might ultimately conclude in the addition of an Economic Development Director or other related position.

The City has reduced full-time staff positions by over nine percent since 2009. A comprehensive schedule by department within the operating funds reflects adopted full and part-time positions from FY 2013 through adopted FY 2018.

**Operating Expenses** – Operating expenses with an adopted budget of \$10,800,520 is 20.48 percent of the citywide budget, excluding fund reserve. Operating expenses are 1.39 percent and \$148,105 over fiscal year 2017 year end estimates.

The major reductions in operating expenses are attributable to a drop in FY 2017 Information Technology budgeted costs for programed replacement computers and file storage capacity of \$144,950; water purchases of \$54,440; \$53,050 in Main Street as a result of Centennial celebration costs in FY 2017; and an 18.22 percent decrease of \$73,100 for liability insurance.

Some of the larger increases include \$100,000 for economic development; sewage services over the estimated cost from FY 2017 of \$55,850; and \$38,320 in law enforcement, which includes a 2.74 percent annual contractual increase

**Capital Expenses** – Capital expenses with an adopted budget of \$13,338,430 is 25.38 percent of the citywide budget, excluding fund reserve. Capital expenses are 41.14 percent and \$3,902,275 higher than year fiscal year end estimates for 2017.

The large increase occurs as the City schedules needed capital and infrastructure projects. Of note in the adopted budget are capital projects in government funds of \$850,000 for the Community Center building improvements; \$185,000 for Community Center equipment and furniture improvements; \$155,000 for fishing pier improvements; \$250,000 for Safety Harbor City Park ball field light replacement; \$145,000 for improvements at other city parks; \$400,000 for Waterfront Park Phase II development; \$141,000 for improvements at Folly Farms; \$150,000 for Philippe Park pedestrian bridge; and \$100,000 for miscellaneous bicycle/pedestrian projects. Stormwater infrastructure improvements include \$240,000 in Stormwater for erosion control at Mullet Creek and Harbor Lake Drive; \$150,000 for pipe relining on 9<sup>th</sup> Avenue North; and \$148,000 to replace a 28 year old dump truck. Street resurfacing costs are budgeted at \$300,000. Information Technology improvements include \$130,000 for city hall network server replacement and \$90,060 for city-wide phone system replacement. Sanitation capital costs include replacement of a side loader for \$300,000 and replacement of a roll-off truck for \$165,000. Water infrastructure water main improvements are \$1,000,000 in the Green Springs subdivision; \$800,000 in Huntington Office Park/North City Park; \$280,000 in Espiritu Santo Springs/Washington Brennan; and \$140,000 in Cypress Trace. Wastewater capital costs include \$2,700,000 for improvements at the Northeast Regional Wastewater Treatment Plant; \$1,200,000 for North Bayshore Drive sanitary sewer replacement; \$700,000 to reline the sewer main in Briar Creek community and Northwood East subdivision; \$720,000 to replace the force main at the North Bayshore Lift Station; \$140,000 for the Cypress Trace force main relocation; and \$750,000 for a comprehensive wastewater infrastructure study. A comprehensive schedule of capital expenses is included in the Capital Improvement Program within the budget document as well as a summary schedule on pages 53-54. The Capital Improvement Program is higher than Capital Expenses due to account classification, i.e. library books and audio visual supplies are included in the Capital Expense roll-up but are excluded from CIP reporting.

**Non-Operating Expenses** – Non-operating expenses with an adopted budget of \$15,301,050 is 29.01 percent of the citywide budget, excluding fund reserves. Non-operating expenses are \$8,143,120 and 113.76 percent higher than fiscal year end estimates for 2017.

This category includes transfers for debt service principal and interest and amortized costs and fees of \$1,446,633, which takes into consideration debt service requirements that one-twelfth of the prior year's principal and interest

CITY OF SAFETY HARBOR  
ADOPTED FY 2017/2018 BUDGET

payments be maintained in fund reserve. Grants to non-profits from City Commission total \$80,000. Indirect cost allocations (shared services) between funds are \$1,716,400 with interfund transfers at \$9,978,620, inclusive of \$8,115,000 in a transfer for debt for Water & Wastewater to Water & Wastewater Renewal & Replacement for infrastructure projects. Depreciation within the enterprise funds totals \$1,895,000.

The following table reflects staff's estimate of beginning fund balance as of October 1, 2017 and ending fund balance as of September 30, 2018. Appropriated fund balance is \$1,310,810 for all funds citywide.

**FUND BALANCE CHANGE**

Fund No.	Fund Description	Estimated Fund Balance (10/01/2017)	Adopted Revenues FY 2018	Adopted Expenditures FY 2018	Estimated Fund Balance (9/30/2018)	Appropriated Fund Balance FY 2018
<b>GOVERNMENTAL FUNDS</b>						
001	General Fund	\$ 7,627,780	\$ 14,909,270	\$ (15,045,880)	\$ 7,491,170	\$ (136,610)
012	Public Safety	46,760	22,340	-	69,100	22,340
014	Street Improvement	73,670	461,330	(532,330)	2,670	(71,000)
015	Marina	146,010	60,080	(44,930)	161,160	15,150
017	City Tree Bank	7,890	7,090	(7,500)	7,480	(410)
021	Debt Service - 2012 Public Improvement Bond	72,110	319,000	(319,000)	72,110	-
023	Debt Service - 2006 Revenue Note	26,830	25,050	(24,980)	26,900	70
024	Debt Service - 2008 Revenue Note	51,390	559,170	(549,170)	61,390	10,000
032	Capital Projects	1,048,630	1,888,690	(2,907,620)	29,700	(1,018,930)
060	Multimodal Impact Fee	97,120	79,320	-	176,440	79,320
061	Law Enforcement Trust	-	-	-	-	-
062	Street Lighting	60,890	254,740	(270,000)	45,630	(15,260)
063	Parkland	757,640	23,570	(737,500)	43,710	(713,930)
064	Transportation Impact Fee	492,840	9,130	(306,000)	195,970	(296,870)
065	Library Impact Fee Trust Fund	44,770	23,620	-	68,390	23,620
067	Community Redevelopment Agency (CRA)	130,140	503,360	(619,830)	13,670	(116,470)
069	Parking Impact Fee Fund	3,630	-	-	3,630	-
074	Street Assessment	35,340	100	-	35,440	100
<b>Subtotal Governmental Funds</b>		<b>10,723,440</b>	<b>19,145,860</b>	<b>(21,364,740)</b>	<b>8,504,560</b>	<b>(2,218,880)</b>
<b>ENTERPRISE FUNDS</b>						
011	Stormwater	352,590	1,394,930	(1,739,300)	8,220	(344,370)
020	Debt Service - 2001/2012 Revenue Bond	221,530	-	(162,420)	59,110	(162,420)
022	Debt Service - 2006 Revenue Note	505,950	295,750	(571,780)	229,920	(276,030)
041	Water & Wastewater	2,688,920	19,236,090	(16,901,580)	5,023,430	2,334,510
043	Reclaimed Water	714,990	13,680	-	728,670	13,680
044	Sanitation	1,425,450	3,053,530	(3,378,970)	1,100,010	(325,440)
047	Wastewater Development	925,680	37,250	(25,000)	937,930	12,250
048	Water & Wastewater Renewal & Replacement	2,901,810	8,255,390	(8,600,500)	2,556,700	(345,110)
077	Wastewater Construction Assessment	22,400	1,000	-	23,400	1,000
<b>Subtotal Enterprise Funds</b>		<b>9,759,320</b>	<b>32,287,620</b>	<b>(31,379,550)</b>	<b>10,667,390</b>	<b>908,070</b>
<b>Total All Funds</b>		<b>\$ 20,482,760</b>	<b>\$ 51,433,480</b>	<b>\$ (52,744,290)</b>	<b>\$ 19,171,950</b>	<b>\$ (1,310,810)</b>

**General Fund**

The City Commission adopted a general fund reserve policy in 2011 requiring a twenty percent fund reserve committed for the specific purpose of emergency stabilization as well as a sustainable targeted minimum fund reserve of two months (seventeen percent) of operating expenses. For the FY 2018 adopted budget, budgeted fund reserve is \$7,491,170. Of total fund reserve, the requirement for emergency stabilization is \$3,009,176 and the targeted minimum fund reserve is \$2,529,110. Unrestricted fund reserve, including a \$300,000 contingency for unknowns, is \$4,214,628. General Fund revenues and expenditures are \$22,537,050, including transfers and fund balance. The adopted budget reduces fund reserve by \$136,610. Of the total decrease in fund reserve, \$207,650 are for transfers to the Street

CITY OF SAFETY HARBOR  
ADOPTED FY 2017/2018 BUDGET

Improvement and Street Light funds. Fund balance includes the \$257,000 repayment to the General Fund from the Capital Projects and CRA funds for a loan to begin construction at the Waterfront Park in fiscal year 2015 and \$200,000 from Parkland fund for the deferred Elm Street development project.

**REVENUES** – Adopted General Fund revenues, including transfers, of \$14,909,270 are \$776,420 or 5.49 percent above 2017 estimated year end.

**Ad Valorem Tax** – The City’s gross taxable value increased by \$80,385,325 or 7.11 percent over the prior year’s final gross taxable value. The adopted millage rate of 3.9500 per \$1,000 of assessed property value will generate \$4,546,090 in ad valorem revenue. This is an increase of \$298,660 over budgeted ad valorem for FY 2017. The 3.9500 adopted millage rate is unchanged from the FY 2017 adopted millage rate and requires a 2/3 majority vote of the governing body. The adopted millage is 5.93 percent higher than the rolled back rate of 3.7290. The roll back rate would generate ad valorem revenue of \$4,291,740, which is lower than revenue generated by the adopted millage rate by \$254,350

	<b>FY 2015</b>	<b>FY 2016</b>	<b>FY 2017</b>	<b>FY 2018</b>
	<b>Final</b>	<b>Final</b>	<b>Final</b>	<b>Adopted</b>
Millage Rate (mills per \$1,000)	4.0479	4.0479	3.9500	3.9500
Gross Taxable Value	\$ 1,019,708,417	\$ 1,068,026,697	\$ 1,131,095,900	\$ 1,211,481,225
Total Taxes Levied	\$ 4,127,678	\$ 4,323,265	\$ 4,467,830	\$ 4,785,350
Amount Budgeted	\$ 3,921,293	\$ 4,107,107	\$ 4,244,450	\$ 4,546,090
Percentage Budgeted	95.00%	95.00%	95.00%	95.00%

Ad valorem revenue is assumed to be 95 percent of taxes levied.

**Intergovernmental Revenue** – Intergovernmental revenues increased by \$236,580 or 7.83 percent over fiscal year end estimates for 2017. Of the total increase, \$17,600 is for state shared revenues, \$48,400 is for local government ½ cent sales tax, \$56,170 is for the library grant and \$114,410 is from Fire and EMS district taxes.

**Charges for Services** – The charges for services increase of \$54,310 or 5.17 percent over fiscal year 2017 estimates consists mostly of Leisure Services classes and camps.

**Interfund Transfers** – Interfund transfers into general fund of \$257,000 is for a loan repayment from the Capital Projects fund and the Community Redevelopment fund, and \$200,000 is return of transfer from Parkland fund for the deferred Elm Street development project.

**EXPENDITURES** – Adopted General Fund expenditures, including transfers, of \$15,045,880 are \$168,780 or 1.13 percent over 2017 estimated year end.

**Personnel services** totaling \$9,792,030 are \$390,910 or 4.16 percent above fiscal year end estimates for 2017 and make up 65.08 percent of total general fund appropriations. Increases include up to a two percent merit increase of \$116,240; seven percent increase in medical insurance totaling \$79,900; a five percent increase in dental insurance of \$3,260; and an 8.3 percent decrease in workers’ compensation insurance of \$12,890. Additional increases over 2017 estimated year end include sick leave payout of \$59,302 for retiring fire personnel, \$36,987 overlap for their replacements and \$10,000 for fire overtime. The balance of the increase is attributable to 2017 merit increases effective in 2018 and retirement cost increases. There are no cost of living increases included in the adopted budget.

**Operating expenses** total \$4,220,510 and are \$83,920 or 2.03 percent over estimated year end and 28.05 percent of general fund appropriations. Significant category increases include \$38,320 for a 2.74 percent in law enforcement contract with the Pinellas County Sheriff; \$10,000 for FEMA (flood) insurance; and \$10,000 in Fire for required certification costs. Increases in Recreation include \$22,310 for building and grounds maintenance, \$19,260 for new grounds maintenance contracts, \$18,050 for special event program costs and \$15,750 for special supplies. General liability insurance decreased by \$30,700 or 17.6 percent. Category reductions were also recognized across multiple accounts and departments.



CITY OF SAFETY HARBOR  
ADOPTED FY 2017/2018 BUDGET

**Capital expenses** total \$134,970 and are \$20,670 or 18.08 percent over estimated year end. The adopted budget reflects outlay for library books and audiovisual materials totaling \$86,300; library envisionware credit card system for \$5,050; new microphones for the commission chambers for \$12,120; Rigsby Center acoustic panels for \$16,500 and a Rec-Trac system upgrade for \$15,000.

**Non-operating expenses and interfund transfers** total \$898,370, a reduction of \$326,720 and 26.67 percent from the estimated 2017 year end. This includes \$7,650 transferred to the Street Lighting Assessment fund for the City's share of street lights, \$200,000 transferred to the Street Improvement fund, \$80,000 programmed for non-city agency grants, and \$610,720 in data processing fees reimbursed to the Information Technology Division.

**General Fund - Other Information**

City Commission includes non-operating expenses funding of \$80,000 for non-city agencies. Recipients will be identified after adoption of the final budget.

The FY 2018 adopted budget retains a contingency for unanticipated expenditures to address emergencies, unanticipated expenditures and/or opportunities that were unforeseen at the time of budget preparation. The amount allocated to this account is \$300,000, which represents approximately 1.99 percent of adopted budget appropriations. Per City Code, the City Commission approves all appropriation transfers from this account.

**Capital Projects Fund**

**CAPITAL PROJECTS** revenues and expenditures, including transfers and fund balance, are \$2,937,320. A detailed listing of capital projects is located in the Capital Improvement Program on pages 290-353 within this document.

Revenues generated from "Penny" or local government infrastructure tax is estimated at \$1,861,000 and is \$63,000 or 2.00 percent above the year end estimate. "Penny" revenues will sunset after January 2020 unless reapproved by voters November 7, 2018.

The adopted capital projects totaling \$1,879,400 are as follows: one replacement vehicle totaling \$28,000; citywide facility improvements totaling \$1,045,000; equipment for \$96,000; brick streets for \$70,000; library carpeting for \$10,400; \$185,000 for Recreation improvements; \$50,000 for the Clearwater reciprocity agreement; and park improvements for \$395,000. Non-operating expenses to service debt totals \$903,220 and a repayment of \$100,000 to General Fund. Neighborhood projects grants are budgeted at \$25,000 in an operating account as the individual grants do not meet the criteria for capital projects. Fund reserve is \$29,700.

**Special Revenue Funds**

**CRA (COMMUNITY REDEVELOPMENT AGENCY) FUND** revenues and expenditures total \$633,500.

Ad valorem revenues total \$493,790 at the adopted millage rate of 3.9500 and 5.3590 for the City and County, respectively, as follows:

	<b><u>Final Before Adjustment Board</u></b>	
	<b><u>County</u></b>	<b><u>City</u></b>
<b>Millage Rate</b>	<b>5.3590</b>	<b>3.9500</b>
2017 (FY 2018) Certified Taxable Values for TIF	87,897,403.00	87,621,445.00
Base Year Taxable Value	<u>31,944,080.00</u>	<u>31,944,080.00</u>
Current year Tax Increment Value	<u>55,953,323.00</u>	<u>55,677,365.00</u>
Proportionate share	0.95	0.95
Dedicated increment value	53,155,656.85	52,893,496.75
Millage per \$1,000	<u>5.3590</u>	<u>3.9500</u>
Calculation	<u>284,861.17</u>	<u>208,929.31</u>
<b>Total Revenue per Millage</b>		<b><u>493,790.48</u></b>

CITY OF SAFETY HARBOR  
ADOPTED FY 2017/2018 BUDGET

Additional revenues include investment earnings of \$9,570 and a balance carryforward of \$130,140 from the fiscal 2017 year-end estimate.

Expenditures for CRA by project are as follows in the adopted budget:

Project	Expenditures	Adopted
	Personal Services	\$ 43,370
CRBANN	Banners	2,000
BROCH	Brochures	600
CRFEES	District fees	920
CRGRNT	C/R façade and partnership incentives	75,000
CRECDV	Economic Development	100,000
CRLITE	Decorative lighting	18,000
CRSIGN	Directional signage	15,000
CRSTSC	Streetscaping	28,000
CRTREE	Trees	2,500
CRSWRR	Sidewalks	25,000
CRAART	Public Art Committee	30,000
CRCSXL	CSX Land Lease	440
CRPKLS	Downtown Parking Lease	10,000
	<b>Total Other Current Charges</b>	<b>307,460</b>
CRTREE	Oak tree lightning protection system	7,000
CRTREE	Baranoff oak tree support system	13,000
CRHOLT	Artificial holiday tree	10,000
PKI026	Veterans Memorial improvements	82,000
	<b>Total Improvements Other Than Buildings</b>	<b>112,000</b>
	<b>Transfer Out to General Fund</b>	<b>157,000</b>
	<b>Subtotal CRA Expenditures</b>	<b>619,830</b>
	<b>Budgeted fund reserve</b>	<b>13,670</b>
	<b>Total expenditures and fund reserve</b>	<b>\$ 633,500</b>

The adopted budget includes \$157,000 in transfers out to the General Fund, which is the third year of seven years the fund will repay General Fund for the Waterfront Park project.

**PARKLAND FUND** revenues and expenditures total \$781,210.

Revenues include impact fees of \$12,600 and investment earnings of \$10,970. Expenditures include \$400,000 for Waterfront Park Phase II development and \$85,000 for Folly Farms improvements. The Parkland fund also includes operating expenses of \$47,500 for minor park related projects and \$5,000 for the annual lease payment to Pinellas County Schools for the Elm Street property. This is the sixth year of the fifty year lease with Pinellas County Schools. Additionally, \$200,000 previously received from the general fund for the Elm Street Park development will be returned to the general fund until such time as grant funds are obtained for the project or other funding sources are identified.

**STREET LIGHT FUND** revenues and expenditures total \$315,630.

The City Commission implemented a street light assessment in fiscal year 2013. The Street Lighting Services and Facilities charges are allocated among benefitted tax parcels using a methodology based upon "Equivalent Residential Units" or "ERUs" with one (1) ERU equal to 2,629 square feet, which is the size of the average single family residential building in the City. The methodology requires annual validation of all properties assessed the fee.

In fiscal year 2016, City Commission reduced the amount per ERU benefitting properties from \$4.25 per ERU per month to \$3.25 per ERU per month. Revenue from the assessment is estimated at \$245,770 in the adopted budget. Estimated utility services are \$270,000, which is a 3.72 percent increase over fiscal year 2017. The adopted ending fund reserve for 2018 is \$45,630.

### **Enterprise Funds**

The adopted budget includes adjustments based on a rate study conducted by Stantec (formerly Burton & Associates, Inc.) in late 2016. The rate increase for the 2017 budget was adopted by City Commission and implemented on January 1, 2017. Stormwater and water/wastewater funds had rate increases. As the recommended increases are multi-year, rate adjustments will be considered annually by the City Commission during the budget adoption process.

#### **Stormwater**

The adopted stormwater budget is \$1,747,520. In fiscal year 2016, the City Commission approved a rate of \$8.50 per ERU effective January 1, 2017 and increasing to \$10.00 per ERU October 1, 2017 in an effort to have the fund sustain the operations, maintenance, non-operating and debt service of the fund but also to build a fund reserve to meet ongoing capital costs. With the ERU generating revenue of \$1,370,000 annually, the prioritization of capital projects remains critical. Even with multi-year rate increases programmed, some drainage improvements remain unfunded. Refer to pages 290 through 295 in the Capital Improvement Program.

#### **Water and Wastewater**

The adopted budget for the water and wastewater operating fund is \$21,925,010 inclusive of fund reserves. In December 2016, City Commission approved annual rate increases for both water and wastewater services of 11.5 percent for each of the next five years. Operating expenses within the operating departments remain relatively flat with Information Technology increasing the most due to maintenance contracts and the purchase of a new city-wide phone system, plotter and replacement of the city hall network server. Many of the expenses with the Information Technology department are allocated to other funds, both governmental and enterprise based on services provided. Capital improvements in the Water and Wastewater and Water and Wastewater Renewal/Replacement funds exceeds \$21,937,000 over the next 5 years. See pages 326 through 333 and pages 338 through 347 in the Capital Improvement Program for a complete listing of projects.

#### **Sanitation**

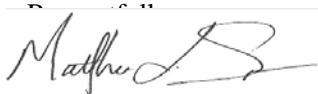
Sanitation charges for services of \$2,928,800 are estimated to remain flat in the adopted budget. Landfill fees are programmed to increase 5.4 percent based on historical information and current trends. Tipping fees for solid waste and yard waste are expected to remain flat in the adopted budget. See pages 334 through 337 in the adopted Capital Improvement Program. Two collection vehicles are scheduled for replacement in the adopted budget.

### **Capital Improvement Program**

The Capital Improvement Program (CIP) for FY 2017/18 – FY 2021/22, beginning on page 286, includes projects totaling \$38,743,160, of which \$13,253,460 is planned for expenditure during FY 2018 budget year. Expenditures in the five year plan by type are as follows: General Government - \$368,060; Public Safety - \$870,000; Physical Environment - \$27,192,800; Transportation - \$3,762,900; and Culture and Recreation - \$6,549,400. Of the total amount programmed in the five year plan, it is estimated that 35.03 percent or \$13,572,800 will be funded using the issuance of debt.

### **Conclusion**

Preparation of the budget document requires a substantial amount of time and commitment. This process would not be possible without the efforts and dedication of many individuals. Gratitude is extended to the Department Directors for their cooperation and diligence in developing a pragmatic record outlining the needs of their departments and the residents of Safety Harbor. Special appreciation is extended to the Finance Department and Administrative Support staff in all departments for their unfailing support, hard work and professionalism in preparing a well-conceived budget document. Finally, an acknowledgement and a special thank you is extended to the Finance Advisory Committee for their review and their advisory contributions to our financial security.



Matthew L. Spoor  
City Manager



## GENERAL FUND FUND BALANCE TEN YEAR HISTORY

<u>YEAR</u>	GENERAL FUND <u>EXPENDITURES</u>	RESERVE <u>AMOUNT</u>	PERCENT OF <u>BUDGET</u>
2017/18	\$ 15,045,880	\$ 7,491,170	49.79%
2016/17	\$ 14,877,100	\$ 7,627,780	51.27%
2015/16	\$ 13,063,223	\$ 8,372,035	64.09%
2014/15	\$ 14,185,601	\$ 7,528,970	53.07%
2013/14	\$ 12,405,355	\$ 8,240,910	66.43%
2012/13	\$ 12,266,371	\$ 8,321,060	67.84%
2011/12	\$ 12,613,264	\$ 8,436,470	66.89%
2010/11	\$ 13,061,230	\$ 8,595,519	65.81%
2009/10	\$ 13,092,044	\$ 8,798,442	67.20%
2008/09	\$ 13,408,432	\$ 9,322,618	69.53%



# SAFETY HARBOR:

## Its Place In History and Today



**Safety Harbor** is comfortably nestled along the northwest edge of Old Tampa Bay in Pinellas County. Safety Harbor enjoys a unique place in the history books and in the hearts of its citizens and visitors. The first inhabitants were the Timucuan Indians who called the area Tocobaga. In 1528, Spanish adventurers led by the explorer Pánfilo de Narváez landed on our shores. Safety Harbor is the home of the historic Espiritu Santo Springs. Given this name in 1539 by the Spanish explorer Hernando de Soto, who was searching for the legendary Fountain of Youth, these natural springs have attracted attention worldwide for their curative powers. Safety Harbor was first homesteaded by Count Odet Philippe, a French surgeon in Napoleon's navy, who is credited with introducing citrus growing to Florida. Established in 1823, the Count's homestead is now the site of Philippe Park, which is a 122-acre Pinellas County owned and operated facility that is very popular among our residents and visitors.

Safety Harbor was formally incorporated as a City in 1917 with a population of 200 persons. Today 17,606 persons call Safety Harbor their home. This year, the City will proudly celebrate its centennial celebration. As primarily a residential community, the City has maintained the character of a family oriented community while preserving our environmentally sensitive lands and revitalizing our historic downtown Business District. Recently, a resident who has lived in numerous cities throughout the country gave our City what must be viewed as the ultimate of compliments when she stated that she chose Safety Harbor because it offered the best parts of each of the communities she had previously called home.

Safety Harbor features easy access to the region's cultural, recreational and transportation facilities. These include Tampa International Airport, St. Pete-Clearwater International Airport, Ruth Eckerd Hall, Busch Gardens, Amalie Arena, Raymond James Stadium, Tropicana Field, the Sun Dome and, of course, the beautiful beaches of the Florida Suncoast. Within easy driving distance are Walt Disney World, SeaWorld, Universal Studios, Busch Gardens, LEGOLAND and other major attractions. Miami in the southern end of the state and Tallahassee to the north are less than a half-day's drive. Major area sports teams include the Tampa Bay Lightning hockey team, Tampa Bay Buccaneers football team, the Tampa Bay Rays baseball club, and the Tampa Bay Rowdies soccer team.

Safety Harbor is one of 24 cities in Pinellas County. The County has a population of over nine hundred thousand residents. Safety Harbor's low-density development, however, gives it an oasis-like quality in contrast to the high-density population of Pinellas County in general.

# CITY OF SAFETY HARBOR

## General Information

- Incorporated: June 11, 1917
- Form of Government: Commissioner-Manager
- Elected Officials: Mayor and four at-large Commissioners
- Administration: City Manager appointed by City Commission

### **Population Characteristics:**

Population: 17,606

Median Age: 50.8

Age Distribution:	<u>Number</u>	<u>Percent</u>
Under 5	687	3.9%
5-14	1,725	9.8%
15-24	1,673	9.5%
25-44	3,257	18.5%
45-64	6,004	34.1%
65-84	3,680	20.9%
85 and Older	581	3.3%

Household Profile:	<u>Number</u>	<u>Percent</u>
Households with families	4,726	63.8%
Households with one or more people 65 years and over	2,535	34.2%
Average household size	2.37	
Average family size	2.76	
Householder living alone	2,744	

Gender Distribution:	<u>Number</u>	<u>Percent</u>
Male	8,363	47.5%
Female	9,243	52.5%

Other Characteristics:	<u>Number</u>	<u>Percent</u>
Veteran Status	1,579	9.0%



CITY OF SAFETY HARBOR  
ADOPTED FY 2017/2018 BUDGET

**Education:**

Educational Attainment: <i>(25 years or older)</i>	<u>Number</u>	<u>Percent</u>
Less than 9th grade	283	2.1%
Some high school, no diploma	745	5.5%
High school graduate or GED	3,866	28.6%
Some college, no degree	2,787	20.6%
Associate's degree	1,232	9.1%
Bachelor's degree	3,145	23.3%
Graduate or professional degree	<u>1,464</u>	10.8%
	13,522	

**Employment:**

Labor Force: <i>(For those 16 years or older)</i>	<u>Number</u>	<u>Percent</u>
In labor force	8,922	58.7%
Civilian labor force	8,886	58.5%
Employed	8,333	54.8%
Unemployed	517	5.8%
Armed forces	36	0.2%

Employed Work Classifications:	<u>Number</u>	<u>Percent</u>
Private employment	7,125	85.5%
Government employment	692	8.3%
Self-employment	517	6.2%

**Income:**

Per Capita Income	\$ 36,238
Median household income	\$ 57,979
Average household income	\$ 82,361

Public Assistance and Poverty Rates:	<u>Percent</u>
Families with income below poverty level	6.2%
Households receiving Social Security	38.6%
Households receiving Supplemental Security Income	2.0%
Households receiving cash public assistance income	1.8%
Households receiving Food Stamp/SNAP benefits	6.5%

CITY OF SAFETY HARBOR  
ADOPTED FY 2017/2018 BUDGET

**Housing:**

Number of Housing Units:	<u>Number</u>	<u>Percent</u>
Single Family	5,878	80.9%
Multi-Family	812	11.2%
Mobile Homes	578	8.0%
Total	7,268	100.0%

Tenure Characteristics:	<u>Number</u>	<u>Percent</u>
Owner Occupied	5,970	82.1%
Renter Occupied	1,298	17.9%
Total	7,268	100.0%

**Economy:**

Type of Business:	<u>Number of Establishments</u>
Utilities	1
Construction	59
Manufacturing	37
Wholesale Trade	23
Retail Trade	79
Transportation & Warehousing	6
Information	8
Finance & Insurance	68
Real Estate, Rental & Leasing	49
Professional, Scientific & Tech Services	119
Administrative, Waste Management, Remediation	44
Educational Services	12
Health Care & Social Assistance	111
Arts, Entertainment & Recreation	14
Accommodation & Food Services	66
Other Services (except Public Administration)	105
Public Administration	17
Unclassified Establishments	47
Total	865

*Source: Pinellas County Economic Development, February 2017*

Top 7 Employers by Business Type:	<u>Number of Employees</u>
Healthcare and Social Assistance	1,160
Manufacturing	586
Other Services (except Public Administration)	579
Accommodation & Food Service	456
Construction	425
Professional, Scientific and Technical Services	380
Educational Services	306

*Source: Pinellas County Economic Development, February 2017*

CITY OF SAFETY HARBOR  
ADOPTED FY 2017/2018 BUDGET

Top 6 Safety Harbor Employers:	Number of Employees
Mease Countryside Hospital	1,168
Freedom Scientific, Inc.	255
Angelica Corporation	250
Medsource Travelers	201
Jacobsen Manufacturing, Inc.	200
Safety Harbor Resort & Spa	200

*Source: Pinellas County Economic Development, February 2017*

Top 3 Safety Harbor Taxpayers - Real Property:	Taxable Value
Safety Harbor Resort & Spa	\$ 17,400,184
Mease Countryside Hospital	\$ 17,050,000
Freedom Land Trust	\$ 15,715,000

Top 3 Safety Harbor Taxpayers - Personal Property:	Taxable Value
Duke Energy Florida	\$ 9,865,517
Mastercut Tool Corp	\$ 4,488,797
Florida Gas Transmission	\$ 3,525,354

*Source: Pinellas County Property Appraiser*

**Land:**

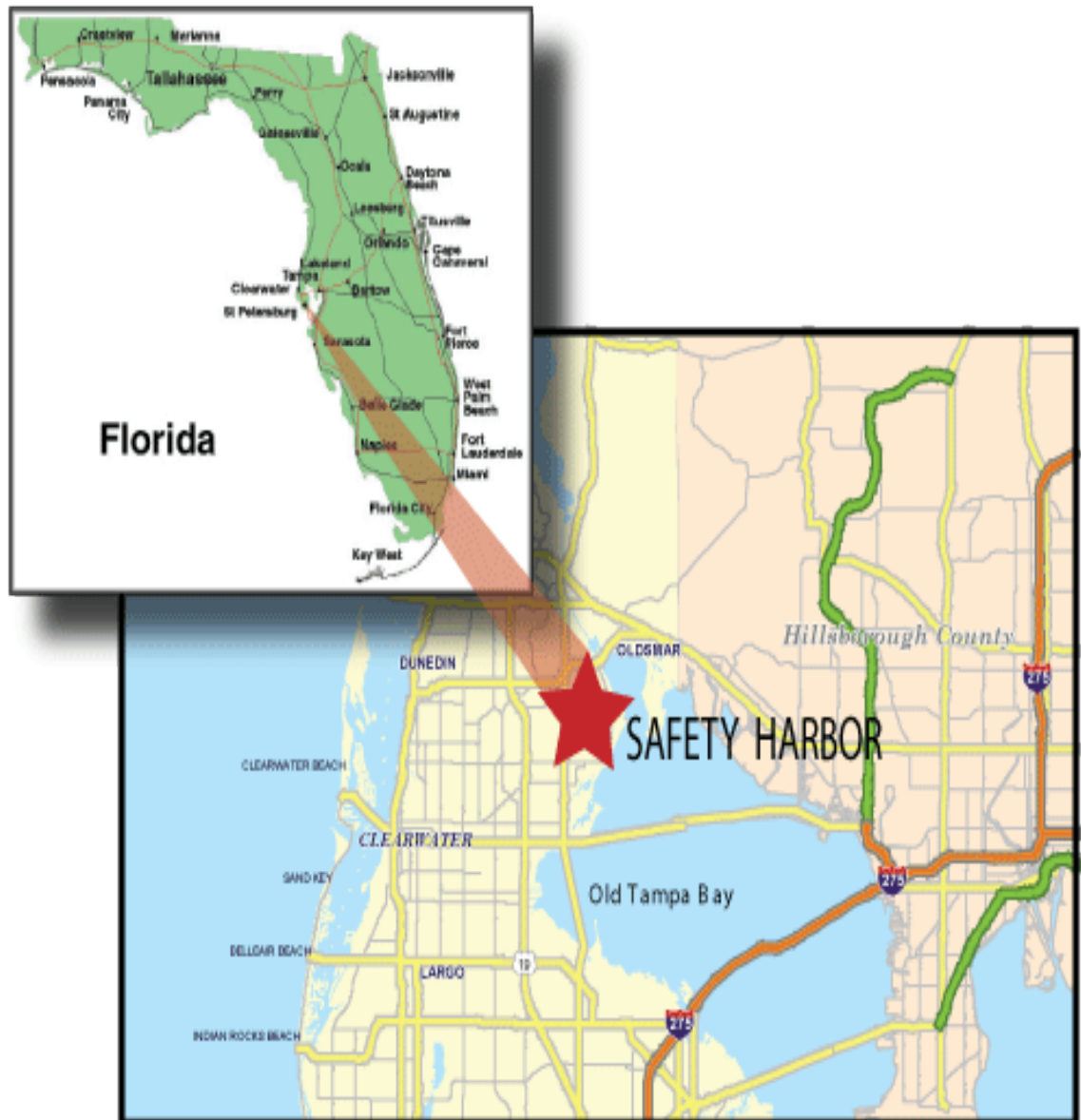
Land Area	5.32 square miles
Water	0.10 square miles

*Source: U.S. Census Bureau 2010 American FactFinder, unless otherwise noted*



# CITY OF SAFETY HARBOR

## Geography

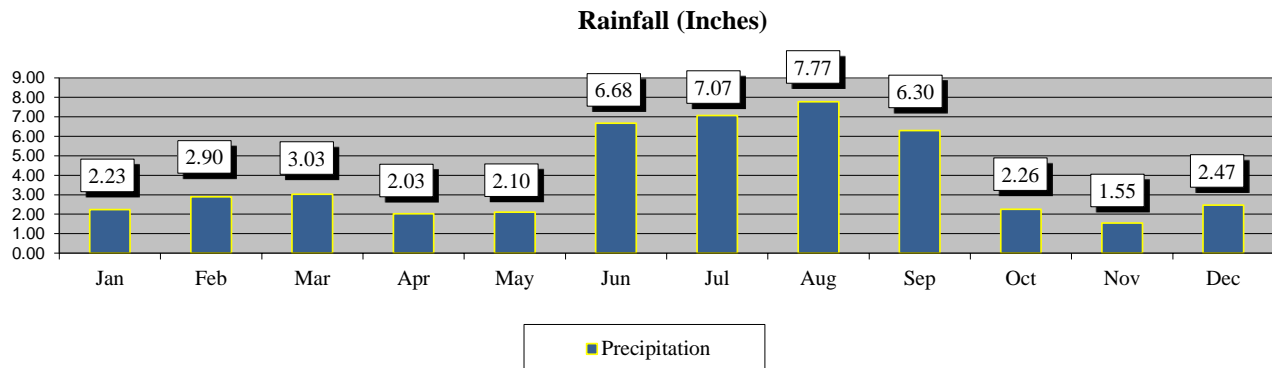
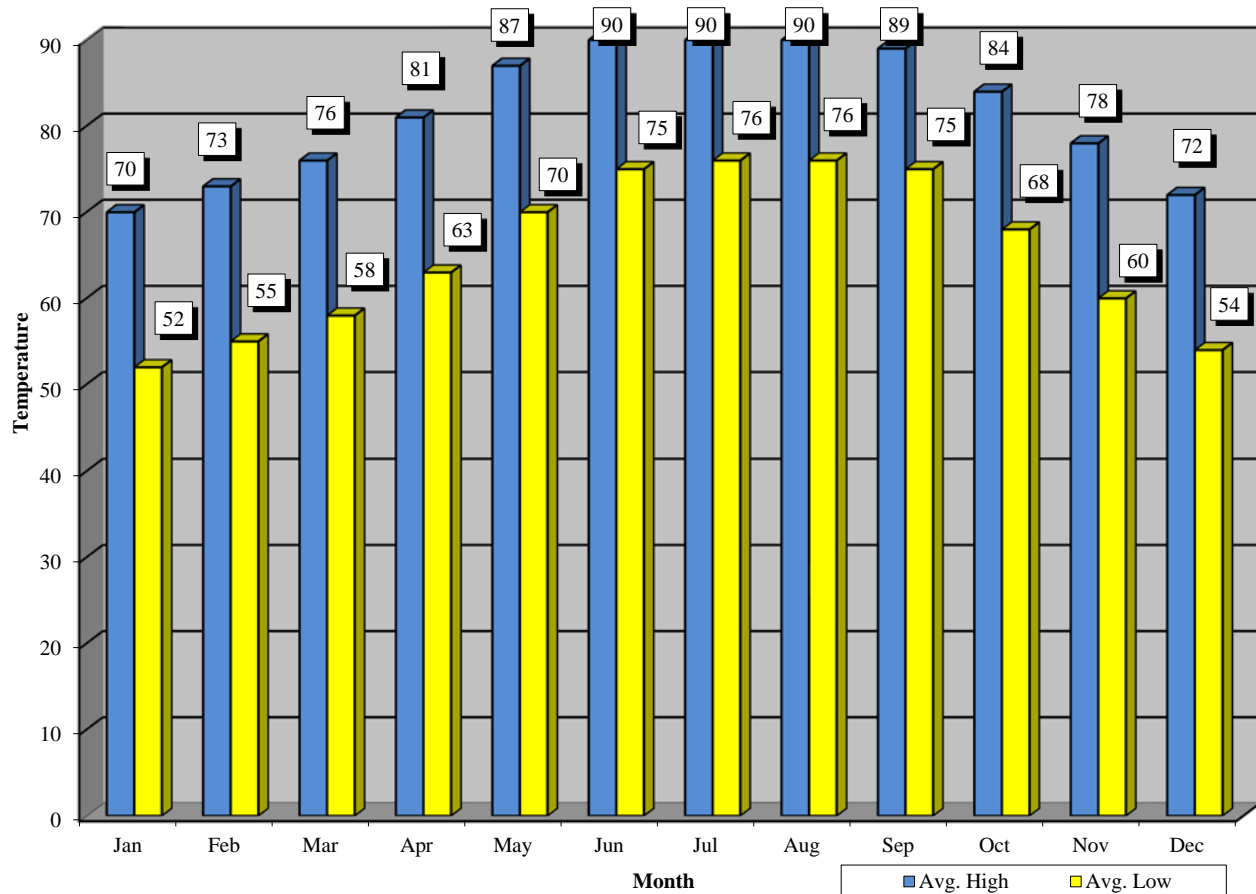




# CITY OF SAFETY HARBOR

## Climate

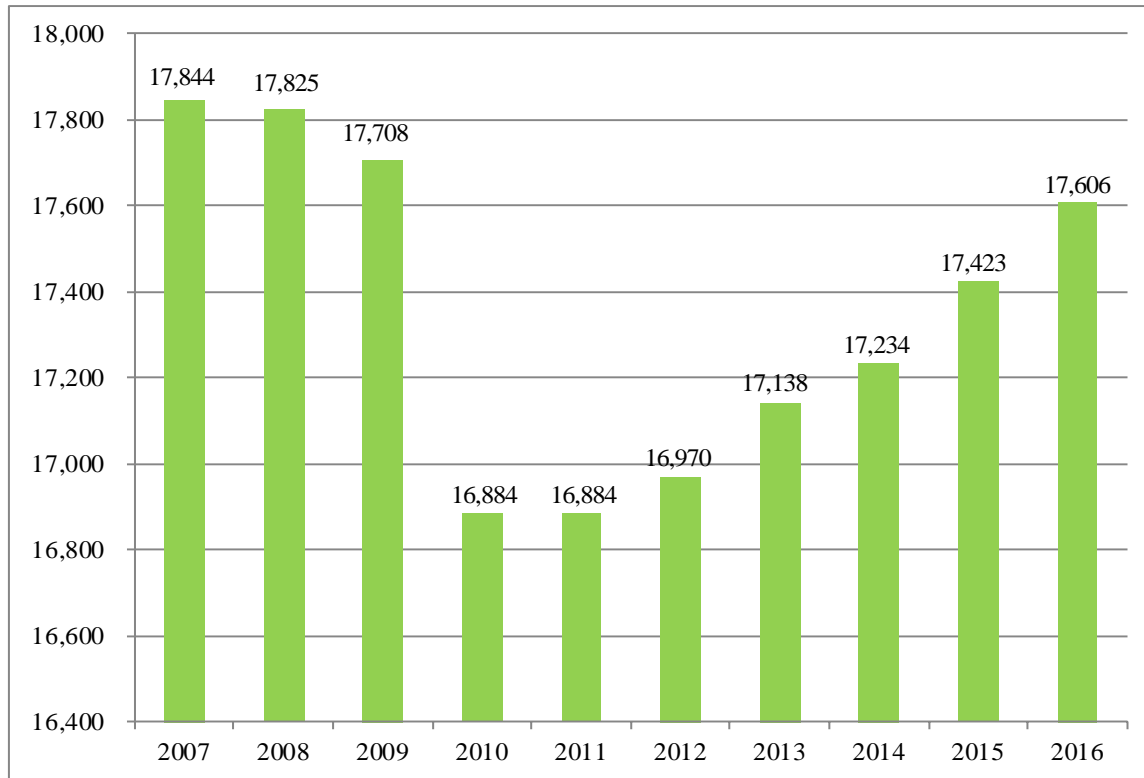
Safety Harbor enjoys a year round tropical climate . . . . .



Source: [www.weather.com](http://www.weather.com)

# CITY OF SAFETY HARBOR

## Population



	YEAR	POPULATION	CHANGE	POPULATION % CHANGE
(1)	2007	17,844	6	0.03%
(1)	2008	17,825	(19)	-0.11%
(1)	2009	17,708	(117)	-0.66%
(2)	2010	16,884	(824)	-4.65%
(3)	2011	16,884	-	0.00%
(3)	2012	16,970	86	0.51%
(3)	2013	17,138	168	0.99%
(3)	2014	17,234	96	0.56%
(3)	2015	17,423	189	1.10%
(3)	2016	17,606	183	1.05%

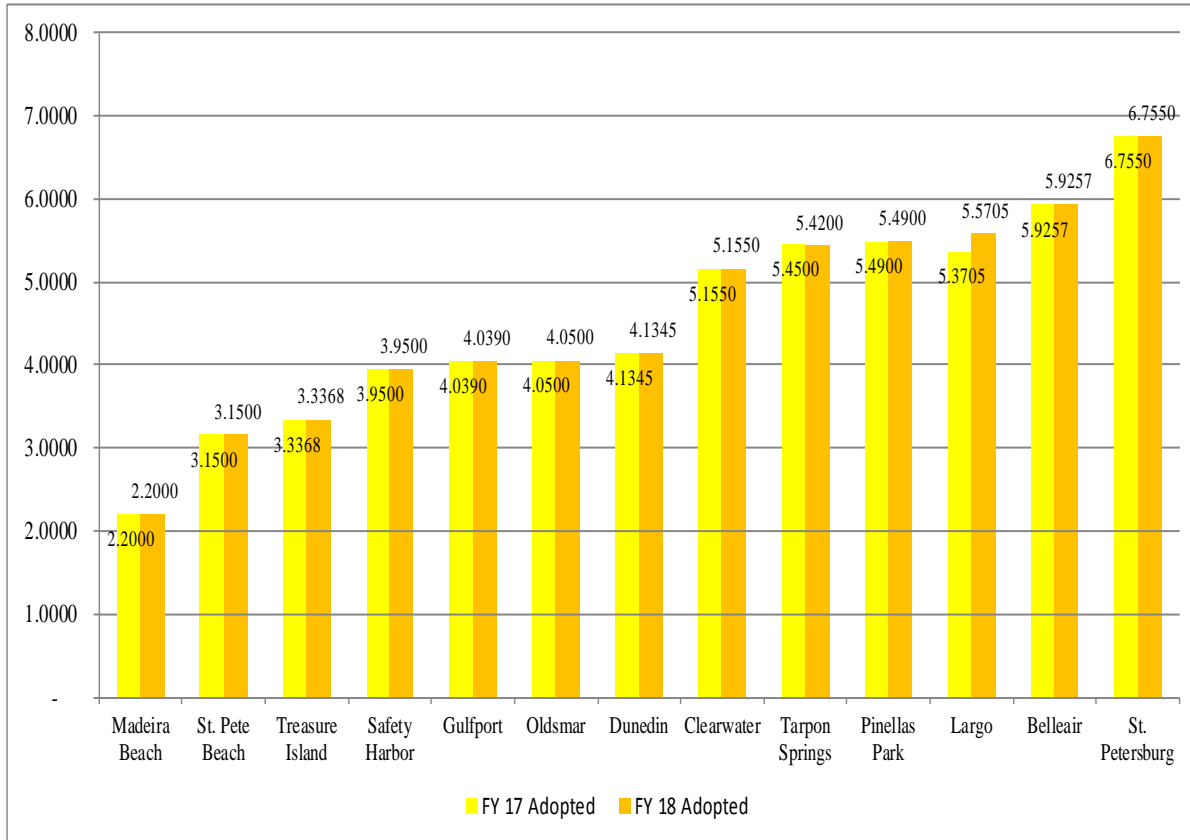
**SOURCE:**

- (1) University of Florida, Bureau of Economic and Business Research as of April 1st of each year
- (2) 2010 US Census
- (3) U.S. Bureau of the Census

**CITY OF SAFETY HARBOR**  
**MILLAGE RATE**  
Past Ten Years

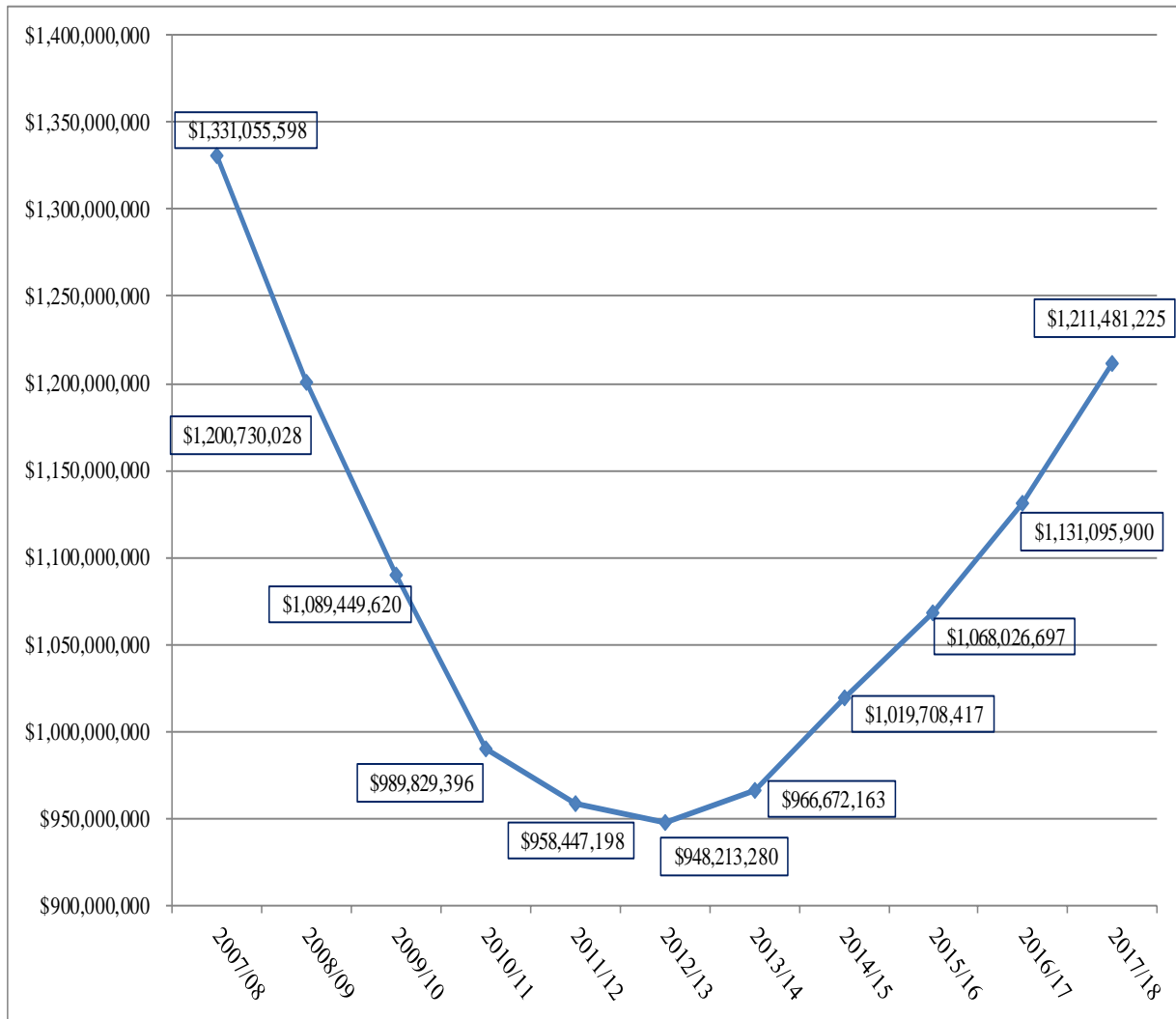
<b>FISCAL YEAR</b>	<b>ADOPTED</b>	<b>ROLLBACK</b>
2009	2.7830	2.8137
2010	3.0674	3.0835
2011	3.3808	3.3394
2012	3.3808	3.4853
2013	3.3808	3.4123
2014	3.7343	3.3457
2015	4.0479	3.5675
2016	4.0479	3.8808
2017	3.9500	3.8698
2018	3.9500	3.7290

# COMPARATIVE MILLAGE RATES FISCAL YEAR 2017/18



	FY 2017 <u>Adopted</u>	FY 2018 <u>Adopted</u>
Madeira Beach	2.2000	2.2000
St. Pete Beach	3.1500	3.1500
Treasure Island	3.3368	3.3368
Safety Harbor	3.9500	3.9500
Gulfport	4.0390	4.0390
Oldsmar	4.0500	4.0500
Dunedin	4.1345	4.1345
Clearwater	5.1550	5.1550
Tarpon Springs	5.4500	5.4200
Pinellas Park	5.4900	5.4900
Largo	5.3705	5.5705
Belleair	5.9257	5.9257
St. Petersburg	6.7550	6.7550

## CITY OF SAFETY HARBOR ASSESSED VALUATION Past Eleven Years



	Assessed Valuation	% Change	Millage Rate	% Change	Revenue (95%)	% Change
2007/08	\$ 1,331,055,598	6.56%	2.5140	-8.22%	\$ 3,178,960	-2.20%
2008/09	\$ 1,200,730,028	-9.79%	2.7830	10.70%	\$ 3,174,550	-0.14%
2009/10	\$ 1,089,449,620	-9.27%	3.0674	10.22%	\$ 3,174,689	0.00%
2010/11	\$ 989,829,396	-9.14%	3.3808	10.22%	\$ 3,179,094	0.14%
2011/12	\$ 958,447,198	-3.17%	3.3808	0.00%	\$ 3,078,302	-3.17%
2012/13	\$ 948,213,280	-1.07%	3.3808	0.00%	\$ 3,045,433	-1.07%
2013/14	\$ 966,672,163	1.95%	3.7343	10.46%	\$ 3,429,352	12.61%
2014/15	\$ 1,019,708,417	5.49%	4.0479	8.40%	\$ 3,921,294	14.35%
2015/16	\$ 1,068,026,697	4.74%	4.0479	0.00%	\$ 4,107,102	4.74%
2016/17	\$ 1,131,095,900	5.91%	3.9500	-2.42%	\$ 4,244,437	3.34%
2017/18	\$ 1,211,481,225	7.11%	3.9500	0.00%	\$ 4,546,083	7.11%





## **INTRODUCTION**

The FY 2017/2018 Annual Operating Budget for the City of Safety Harbor, Florida is intended to serve four purposes:

### **The Budget as a Policy Document**

As a policy document, the Budget indicates what services the City will provide during the twelve-month period beginning October 1, 2017. The Budget Message (City Manager Letter) summarizes the issues facing Safety Harbor and how the budget has and will address them. On a more detailed level, each department has submitted goals and objectives as well as performance measures upon which progress will be monitored.

### **The Budget as an Operations Guide**

The Budget is the operating plan used as a guide in providing services to the citizens we serve. Each department budget section provides goals and objectives, performance measures, line item appropriation budgets, organizational charts, and a personnel summary count for FY 2017/2018.

### **The Budget as a Financial Plan**

As a financial plan, the Budget outlines how much City services will cost and how they will be funded. The Budget Message section provides an overview of City goals, a citywide budget summary including revenue and expenditure categories, followed by discussion of the general fund and special revenue fund budgets. Following the message, there is a discussion of the City's budget process, fund structure and measurements focus. The fund sections include estimates of the City's financial condition at September 30, 2017 and a comparison of financial activity for fiscal years ended September 30, 2015 and September 30, 2016 for each department within each fund. The estimates for fiscal year ending September 30, 2017 were conservatively derived in May 2017. The total Capital Improvement Plan is summarized in its own section along with the location, description, justification, and incremental operating costs associated with each capital project.

### **The Budget as a Communications Device**

The Budget is designed to be user friendly with summary information in text, tables and graphs. A glossary of budget terms is included in the appendices section for the reader's reference. In addition to this reader's guide, the table of contents provides a sequential listing of the sections within this document. Should you have questions about the City Budget that this document does not answer, please feel free to contact the City of Safety Harbor Finance Department at (727) 724-1555.

## FY 2017/2018 Budget Calendar

DATE (2017)	FUNCTION	PARTIES
January 20	Distribute budget schedule & provide guidance for preparation of department budgets. Budget Manual and templates will be distributed electronically to all involved with the budget process.	Department Heads
February 1	Budget Kick-off Meeting in Commission Chambers; 1:30 - 2:30. <b>Naviline budget module is open for input. Departments must enter all operating and CIP budgets for FY17 estimate and FY18 requests. The total amounts for both FY17 and FY18 must be fully detailed in the Miscellaneous information section in Naviline.</b>	Department Heads & Staff
February 24	Submit Building Maintenance, Information Systems, and Fleet Management requests to respective departments through email.	Department Heads
March 3	Submit Salary Sheets, Organizational Charts and New Position and Position Reclassification requests to Human Resources Director.	Department Heads
March 24	Building Maintenance, Information Systems, and Fleet Management submit recommendations to Finance and requesting department through email.	Fleet, I.S. & Bldg Maint. Supervisors
March 24	H.R. Director (after obtaining City Manager's sign-off) submits Salary Sheets, Organizational Charts and New Position and Position Reclassification requests to Finance.	H.R. Director
March 24	Submit CIP Worksheets, CIP Justification sheets and Travel and Training Worksheets to Finance. Make sure amounts from the sheets are entered in Naviline and the amounts agree.	Department Heads
March 24	<b>Naviline budget module will close for input at the close of business. Departments must enter all operating and CIP budgets for FY17 estimate and FY18 requests. The total amounts for both FY17 and FY18 must be fully detailed in the Miscellaneous information section in Naviline.</b>	Department Heads
March 24	Submit revenue estimates to Finance for the FY17 and FY18 projections for Occupational Licenses, Building Permits, Library and Recreation revenue accounts, including a brief explanation for the basis of the projections.	Building, Library & Recreation Department Heads
March 30	Goal setting session	City Commission
April 21	Submit Department Goals and Prior Year Accomplishments, Performance Standards, to Finance by email	Department Heads
May 8 - May 12	Finance reviews budget submissions with City Manager and Department Heads. Make necessary changes and develop City Manager's recommendation.	City Manager & Finance Dept.
May 15 - June 30	Finalize FY18 Proposed Budget Document	Finance Department
June 22	Update Finance Advisory Committee on budget progress. Budget discussion at FAC meeting @ 6:30 p.m	FAC
June 26	Update City Commission on budget progress. Budget Work Session prior to Commission meeting @ 6:00 p.m	City Manager

## FY 2017/2018 Budget Calendar

DATE (2017)	FUNCTION	PARTIES
July 1	The Property Appraiser shall complete assessment of the value of all property no later than July 1 of each year (F.S. 193.023(1)). The Property Appraiser transmits "Certification of Taxable Value" to City (F.S. 200.065(1)).	Property Appraiser
July 19	Print Proposed Operating Budget document. Distribute to City Commissioners and Department Heads and post on City of Safety Harbor website.	Finance Department
July 20	Budget Workshop for Finance Advisory Committee @ 6:30 p.m.	FAC
July 24	Approve millage certification including tentative millage rate, rolled-back rate, date, time, and place of first public hearing. Date will be set based on receipt of "Certification of Taxable Value".	City Commission
By August 4th	Within 35 days of Certification of Value (by August 4th), the City shall advise the Property Appraiser of its proposed millage rate, rolled-back rate, and of the date, time, and place at which a public hearing will be held to consider the proposed millage rate and the tentative budget. The Property Appraiser will utilize this information in preparing the notice of Adopted property taxes (F.S. 200.065(4)(b)).	Finance Department
August 21	Property Appraiser mails TRIM Notice.	Property Appraiser
September 11	Hold first public hearing and adopt tentative millage and operating budget resolutions (F.S. 200.065(2)(c)).	City Commission
September 20	Newspaper publications of "Notice of Public Hearing of City Commission's Intent to Adopt Final Millage Rate and Budget." Within 15 days of the meeting adopting the tentative budget, the City must advertise in a newspaper of general circulation in the City, its intent to finally adopt a millage rate and budget.	City Clerk
September 25	Hold second public hearing and adopt final budget and final millage rate (F.S. 200.065(2)(d)). Date of hearing to be 2-5 days after ad is published.	City Commission
September 28	Resolution to establish final millage rate due to Property Appraiser and Tax Collector within 3 days of adoption of final millage rate (F.S. 200.065(4)).	Finance Department
TBD	Make final adjustments as approved by the City Commission to the Budget and make available Final Budget as required.	Finance Department
October 1	New budget goes into effect.	All
October 2	Property Appraiser delivers DR-422 to taxing authority (F.S. 200.065(6)).	Property Appraiser
October 6	Certification of Final Taxable Value to Property Appraiser (Form DR-422).	Finance Department
October 25	Certification of Compliance with Property Tax Oversight Program to the Florida Dept. of Revenue (F.S. Chapter 200) within 30 days of adoption of resolutions establishing final budgeted millage rate.	Finance Department
October 25	Post final budget on City's website within 30 days after adoption (F.S.166.241(3)).	Finance Department
October 30	Tax Collector mails tax bills	Tax Collector

## **EXPLANATION OF BUDGETARY BASIS**

Budgets for funds that have formal budgetary integration are prepared in accordance with generally accepted accounting principles (GAAP). This includes an original appropriation resolution, a budget amendment for encumbrances outstanding at the end of the previous year and other budget adjustments approved by the City Commission. The basis of budgeting is the same as the basis of accounting.

Governmental funds are budgeted using the modified accrual basis of accounting, whereby expenditures are recognized in the accounting period when the liability is incurred, if measurable, and revenues and other resources are recognized in the accounting period when they become available and measurable. Revenues are considered to meet the availability test if they are collectible within the current period or soon thereafter for use in payment of liabilities of the current period.

Licenses and permits, fines and forfeitures, charges for services and miscellaneous revenue (except investment earnings) are recorded as revenue when cash is received because they are generally not measurable until actually received. Investment earnings are recorded as earned since they are measurable and available. Where grant revenue is dependent upon expenditures by the City, revenue is accrued when the related expenditures are incurred.

Special assessments levied are recognized when they become available. Available means when due, or past due and receivable and collected within the current period. Special assessments are a first lien on real property and are due at the date of final levy plus 30 days. If a property owner is unable to pay an assessment in full, the City allows the lien to be paid in annual/monthly installments at interest rates established in Florida Statute 170.09.

Expenditures are generally recognized under the modified accrual basis of accounting when the related fund liability is incurred. An exception to this general rule is principal and interest on general long-term debt which is recognized when due.

Proprietary funds are budgeted using the accrual basis of accounting. Revenue is recognized in the period when earned and expenses are recognized when they are incurred. Unbilled utility service receivables are estimated and recorded quarterly and at year-end.

Fixed assets, which are not used in Proprietary or Fiduciary Fund operations, are accounted for in a separate self-balancing General Fixed Assets Account Group. Long-term debt, which is not intended to be financed through Proprietary or Fiduciary Funds, is accounted for in a separate self-balancing General Long-Term Debt Account Group.

The City maintains budgetary controls at the object of expenditure level by the encumbrance of estimated purchase amounts or contracts.



## **THE BUDGET PROCESS**

In accordance with Article III, Section 45 (6) of the City Charter, the City Manager annually submits to the City Commission the City of Safety Harbor's Budget, Budget Message and Capital Program. The budget is a policy document that establishes the levels of service to be provided to the City's residents. The budget is subject to certain restrictions, some of which are imposed by state statute and are relatively inflexible. Other factors are the result of policy decisions by the City Commission and may be subject to modification according to changing conditions.

The budget process involves four (4) primary phases comprised of preparation, review, adoption and implementation.

In the preparation phase, each department develops goals and strategies for the upcoming fiscal year and prepares a department budget based on these goals and strategies.

The review phase initially encompasses an extensive review by the City Manager's office, the Finance Department and individual department directors. Upon completion of this review and matching with projected revenues, the Proposed Budget is presented for review to the Finance Advisory Committee and City Commission at respective Budget Work Sessions.

The budget adoption phase must be in accordance with the timing and requirements specified in State Law (F.S. 200.65), wherein a required series of two public hearings are held. At these public hearings, the Ad Valorem millage rate required to fund the budget, as well as the budget, is adopted.

The budget and property tax rate adoption process is governed by the State Statute known as TRIM (Truth in Millage). In Florida, properties are assessed by the county Property Appraiser and property taxes are collected by the county Tax Collector. Property owners are eligible to receive a homestead exemption between \$25,000 and \$50,000 on their principal place of residence. All property is assessed at 100% of real value, which is approximately 85% of market value.

The City is required to hold two public hearings for adoption of a property tax rate and budget. The first public hearing is advertised by the Property Appraiser mailing to each property owner through the TRIM notice. The second public hearing is advertised in the newspaper. Accompanying this advertisement is a summary of revenues and expenditures contained within the budget tentatively approved at the first public hearing.

During the budget review and adoption phase, the public is invited and encouraged to attend and participate in the budget process. Prior to adoption, City Commission holds several budget workshops reviewing major issues, programs and capital projects included in the proposed budget.

The implementation phase encompasses the administration of the budget as formally adopted by the City Commission. Budgets for the General, Special Revenue, Debt Service and Capital Projects Funds are budgeted on a basis consistent with generally accepted accounting principles (GAAP). Budgeted amounts are as originally adopted, or as amended in accordance with City Ordinance.

Section 7.28 of the City's Code of Ordinances prohibits the expenditure of any money or the occurrence of any liability in excess of the amounts appropriated for these general classifications of expenditures: personal services, contractual and other services, materials and supplies, capital outlay and debt service.

During the fiscal year, budgetary control and adjustments are maintained within the department level. The budget process allows for amendments during the year as conditions warrant. Per the City Charter, the City Commission is authorized to make such changes to the budget, as it deems necessary for the proper and economical operation of the City. If, at any time during the fiscal year, the City Manager recommends the re-appropriation of funds not needed for the purpose for which they were appropriated,

or the appropriation of any un-appropriated cash surplus, the City Commission may appropriate such funds to any municipal purpose. An amendment may be initiated by the Finance Director, reviewed and approved by the City Manager, and submitted to the City Commission for consideration. With City Commission approval, the fund appropriations are realigned. In addition, the City Manager is authorized to transfer budgeted amounts between line items within a department. All other transfers require City Commission approval.

### **THE FUND STRUCTURE**

The City of Safety Harbor organizes its accounts on the basis of funds and account groups, each of which is considered a separate accounting entity. The various funds are grouped into six generic fund types and three broad fund categories as follows:

#### **Governmental Fund Types**

##### **General Fund**

The General Fund accounts for all unrestricted sources, except for those that are required to be accounted for in another fund. The following departments or services are categorized in the General Fund: City Commission, City Manager, City Clerk, Human Resources, General Finance, Planning and Zoning, City Attorney, General Government, Law Enforcement, Fire Services, Building, Engineering Services, Streets, Fleet Maintenance, Recreation, Main Street, Parks, Building Maintenance and Library.

##### **Special Revenue Funds**

The Special Revenue Funds account for the proceeds of specific revenue sources that are restricted by law or administrative action for specific purposes. Special Revenue Funds include the following departments and services: Public Safety Impact Fee, Street Improvement, Marina Boat Basin, City Tree Bank, Street Lighting Assessment, Parkland, Transportation Impact Fee, Multimodal Impact Fee, Library Impact Fee, and Street Assessment; and the City's Community Redevelopment Agency (Tax Increment Financing District).

##### **Debt Service Funds**

The Debt Service Funds account for the accumulation of resources for as well as the payment of interest and principal on general long-term debt. Debt Service Funds include the Capital Improvement Revenue Note, Series 2006, which funded Brick Street Rehabilitation; the Capital Improvement Revenue Note, Series 2008, which funded the Library Expansion/Renovation project; and the Public Improvement Bond, Series 2012, which funded the purchase of land for the Safety Harbor Waterfront Park.

##### **Capital Projects Fund**

The Capital Projects Fund accounts for financial resources segregated for the acquisition of major capital facilities and equipment. The Capital Projects Fund records the revenue from the Local Option Sales Tax referred to as "Penny for Pinellas". The Penny for Pinellas Program is vital to the City's Capital Projects. The 'Penny' will generate approximately \$1,891,000 in revenue in 2017/18. The Capital Projects fund is one of many funds contained within the City's Capital Improvement Program and accounts for all Capital Improvement Projects that are funded without Enterprise, Special Revenue or impact fee revenues. Refer to pages 180 through 183.

#### **Proprietary Fund Types**

##### **Enterprise Funds**

The Enterprise Funds account for operations that are financed and operated in a manner similar to private business enterprises. Stormwater, Water and Wastewater, and Sanitation are city enterprise funds. The Water and Wastewater Fund consists of seven funds, of which two are for debt service. The Series 2012 Revenue Refunding Bond records debt for the Water & Wastewater funds and the Series 2006 Capital Improvement Revenue Note record debt service for the Stormwater, Water & Wastewater and Sanitation

funds. The Water and Wastewater Fund includes Finance Utility Billing, Information Technology, Water and Wastewater. The City is a wholesale water customer of Pinellas County and is responsible for the distribution water lines. The water department constructs and maintains the City's water system infrastructure and conducts water sample testing. The City is part owner of the Northeast Treatment Plant with the City of Clearwater. The wastewater department is responsible for the construction and maintenance of the City's sanitary sewer system infrastructure. The Water Re-Use Fund is set up to accumulate funding for a reclaimed water system in the future. The Sewer Development Fund accounts for sewer impact fee revenue and is restricted for system expansion. The Water & Wastewater/Renewal & Replacement Fund is separated into a Water and Wastewater division. This fund records the capital projects for the Water and Wastewater Enterprise as well as retains a \$500,000 reserve per debt covenant. The last of the Water and Wastewater Funds is the Sewer Assessment Fund, which records billing and collections of old sewer assessments from City residents that are not yet satisfied. The Sanitation Fund accounts for waste collection and recycling services to the residents of Safety Harbor. Costs for solid waste removal, commercial and temporary container services, yard waste pick-up and special pick-ups are captured within this fund.

### **Fiduciary Fund Types**

#### **Trust Funds**

Trust Funds account for assets held by a governmental unit as a trustee or agent for individuals, private organizations and/or other governmental units. The City of Safety Harbor has one fiduciary fund for the Fire Pension held by the Florida Municipal Public Trust Fund. The City does not budget for this fund.

### **Account Groups**

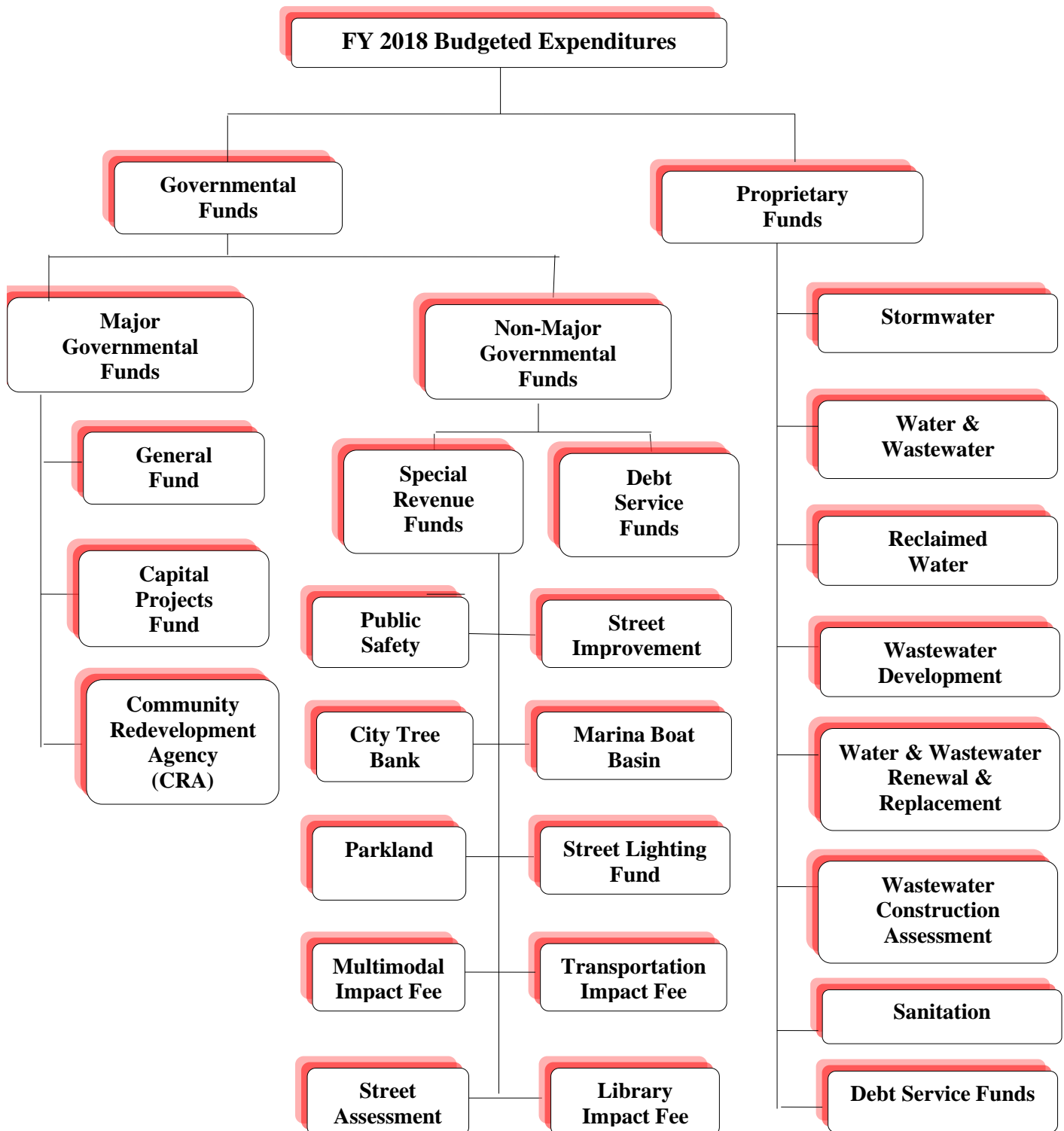
#### **General Fixed Assets**

The General Fixed Assets Account Group accounts for all fixed assets of the City (except fixed assets of the Enterprise Funds), and certain improvements other than buildings, which includes roads, bridges, curbs and gutters, streets and sidewalks, and lighting systems. This fund is not budgeted.

#### **General Long-Term Debt**

The General Long-Term Debt Group accounts for the outstanding principal balances on any general or special obligation bonds or other long-term debt of the City other than those recorded in the Proprietary Funds. This fund is not budgeted.

## CITY OF SAFETY HARBOR FUND STRUCTURE



## FINANCIAL MANAGEMENT POLICIES

### **Budget Preparation:**

Adoption of an annual budget establishes a short-term fiscal plan; however, short-term decisions can have long-term implications. For example, acquisition of land for additional parks and construction of capital facilities often creates new recurring expenditures such as personnel, repairs and utilities. Evaluating long-term fiscal trends is important in order to make sound short-term spending or service level decisions.

The Government Finance Officers Association (GFOA) recommends that governments forecast major revenues and expenditures for a three to five year period beyond the current budget in order to assess the long-term financial implications of current or proposed policies, programs, and assumptions. The GFOA also recommends that the forecast should be monitored, periodically updated and made available to all participants in the budget process. Financial forecasting is intended to accomplish the following goals:

- Provide an understanding of available funding
- Evaluate financial risk
- Assess the likelihood that services can be continued beyond the current year
- Assess the level at which capital investments can be made based on available resources
- Identify future commitments and resource demands
- Identify key variables that can affect future revenues or expenditures

The first step in the City's annual financial forecasting process is development of the multi-year financial plan, which projects fund balances, revenues, and expenditures for a five year period for all funds with programmed capital improvements, along with the development and adoption of a five year Capital Improvements Program (CIP). The purpose of the CIP process is to evaluate the capital needs of the City compared to anticipated resources. When sufficient resources are not available, project plans must be reduced or new resources must be identified. The CIP includes all capital expenditures such as buildings, equipment, and major maintenance projects costing in excess of \$25,000. The CIP also includes a projection of major revenues, fund balances, and operating costs for the same five year period.

The review and adoption of the Annual Operating and Capital Budget represents one of the important policy-making responsibilities of the City Commission. The budget is more than just the legal document that appropriates revenue; it establishes priorities among competing governmental services. After establishing priorities, the City Commission must establish service levels which are within the fiscal capacity of the City. While the budget adoption process is the primary opportunity for the City Commission and Management to focus on the operations and services of the City, it is only one part of the overall policy-making process in which the City Commission engages throughout the year. As the needs and requirements of the community change, so too must the operations of the City.

When preparing the budget for FY 2018, City Management was guided by the following:

- Maintain the overall quality of life for residents with given economic limitations.
- Make sound financial reductions in specific services to meet the budget challenges presented by the economy and property tax reform.
- Review and adjust user charges based on related service costs and long-term sustainability of the services.
- Review financial forecasts for funds that include capital improvements for the next five years to determine appropriate service levels.
- Maintain the quality and variety of City services provided.
- Meet current facilities and infrastructure maintenance needs before acquiring or building additional facilities or infrastructure.
- Review functions, activities, departmental personnel levels, and determine whether cost savings or service level improvements can be achieved.
- Ensure all enterprise funds are self-supporting through user charges.
- Replace equipment and vehicles in the most cost effective manner with consideration given to identifying opportunities for use of renewal and alternative sources of fuel.
- Make all budgetary decisions in the context of the City's 2007 Visioning plan and subsequent goal setting sessions.

### **Operating Budget Policies:**

The City will operate with a balanced budget on the basis of actual revenues and obligations within the current budget year. The City will avoid budgetary procedures that balance current expenditures at the expense of future years, such as postponing expenditures, underestimating expenditures, overestimating revenues, or utilizing short-term borrowing to balance the budget.

The budget will present expenditures classified by personnel services; operating expenses to include contractual services and materials and supplies; capital outlay; and debt service.

The budget will provide for adequate maintenance and repair of capital assets and for their orderly replacement.

The City will maintain a budgetary control system to ensure compliance with the adopted budget.

The City will update expenditure projections for each fiscal year.

The budget document will be prepared in a format that clearly and accurately conveys financial, programmatic, and policy data and issues to the lay reader.

The budget document provides a 5-year financial forecast for the General Fund.

### **Capital Improvement Program (CIP) Policies:**

The City will develop a five year Capital Improvements Program (CIP) and update it annually.

The CIP will include all capital and maintenance projects costing \$25,000 or more.

The City will identify Capital Improvements Program projects that are unfunded in the five year CIP.

The City will make all major capital improvements in accordance with the adopted Capital Improvement Program.

The City will identify the estimated acquisition and potential funding sources; including estimated revenues, bond issuances, federal and/or state grants and loans or other sources, for each capital improvement project proposal before submittal to the City Commission for approval.

All projects must demonstrate a specific need and will be included in the CIP with appropriate supporting documentation as to the necessity for each.

Fund projections used in the annual CIP process shall become the Long Range Financial Plan for that fiscal year.

### **Debt Policies:**

The City's authorization to borrow is governed by City Charter, Sec. 7.31. - Borrowing in anticipation of taxes, which states: *"The City Commission may by resolution, borrow money and issue negotiable notes of the City in anticipation of the collection of revenues for the budget year, but not in excess of seventy-five (75) percent of such revenue then uncollected"*; and, F.S. Ch. 166, Part II: Municipal Borrowing.

The City defines debt as any form of deferred payment that does not require the use of current, available financial resources to purchase goods or services. Debt includes obligations made by or with promissory notes, commercial loans, loan pools, bonds, bond anticipation notes, inter-fund loans, capital leases and other financing arrangements. The City's practice has been to issue debt under the following conditions:

- The City's debt issuance is conducted with a clear understanding of the goals, objectives, and total costs of borrowing.
- The City's practice has been to utilize long-term borrowing for capital improvement projects that are relatively large and non-routine in nature.
- The City recognizes that debt issuance results in certain benefits, obligations, and responsibilities to both current and future City stakeholders.
- The City prefers using fixed interest rates and avoids using variable interest rates.
- The City will fully disclose all debt attributes in financial reports.
- The City will repay debt within a period not to exceed the expected useful life of related projects.
- The City will amortize debt with relatively level total payments, including principal and interest, so as not to inordinately defer principal repayments to future years.



**Revenue Policies:**

The City will maintain, as permitted by state law, a varied revenue base to mitigate the effects of short-term fluctuations in any one revenue source.

The City will estimate its annual revenues by a conservative and analytical process.

The City will project, and update annually, revenues for the next five fiscal years, as part of the CIP preparation process, and include them in the five year CIP Plan.

Annually, the City will calculate the full direct costs of activities supported by user fees and consider such information when establishing user charges.

Non-recurring revenues will be used only to fund non-recurring expenditures.

**Reserve Policies:**

The fund reserve available for appropriation shall be limited to the amount by which liquid or current assets are estimated to exceed liabilities at the beginning of the fiscal year.

The City will maintain in each fund an adequate balance to accommodate unanticipated expenditures, expenditures of a non-recurring nature, unanticipated revenue declines, and cash flow needs.

The City will maintain an available balance within the General Fund equal to 17% of annual expenditures based on the prior year's audited financial statements.

The City will maintain a stabilization balance within the General Fund equal to 20% of the current year budget. This balance is for the specific purpose for use in the event of a major storm or other unforeseen disaster of a nonrecurring character.

**Investment Policies:**

The policy of the City is to invest public funds in a manner that preserves principal over time while maintaining liquidity and generating income to meet the City's projected cash needs.

Quarterly and annual information reports will present cash position and investment performance.

**Accounting, Auditing and Financial Reporting Policies:**

Quarterly and annual financial reports will present a summary of financial activity by funds, departments and/or program.

The City's Comprehensive Annual Financial Report (CAFR) will present the City's financial position and results of operations on a basis consistent with Generally Accepted Accounting Principles (GAAP) applicable to local government.

In accordance with state law, an independent accounting firm will perform an annual audit of the financial statements of the City and will publicly issue an opinion thereon.

**Purchasing Policies:**

Purchases will be made in accordance with all federal, state, and municipal requirements. If there are no specific requirements, purchases will be made in the best interest of the City.

Purchases will be made in an impartial, economical, competitive, and efficient manner.

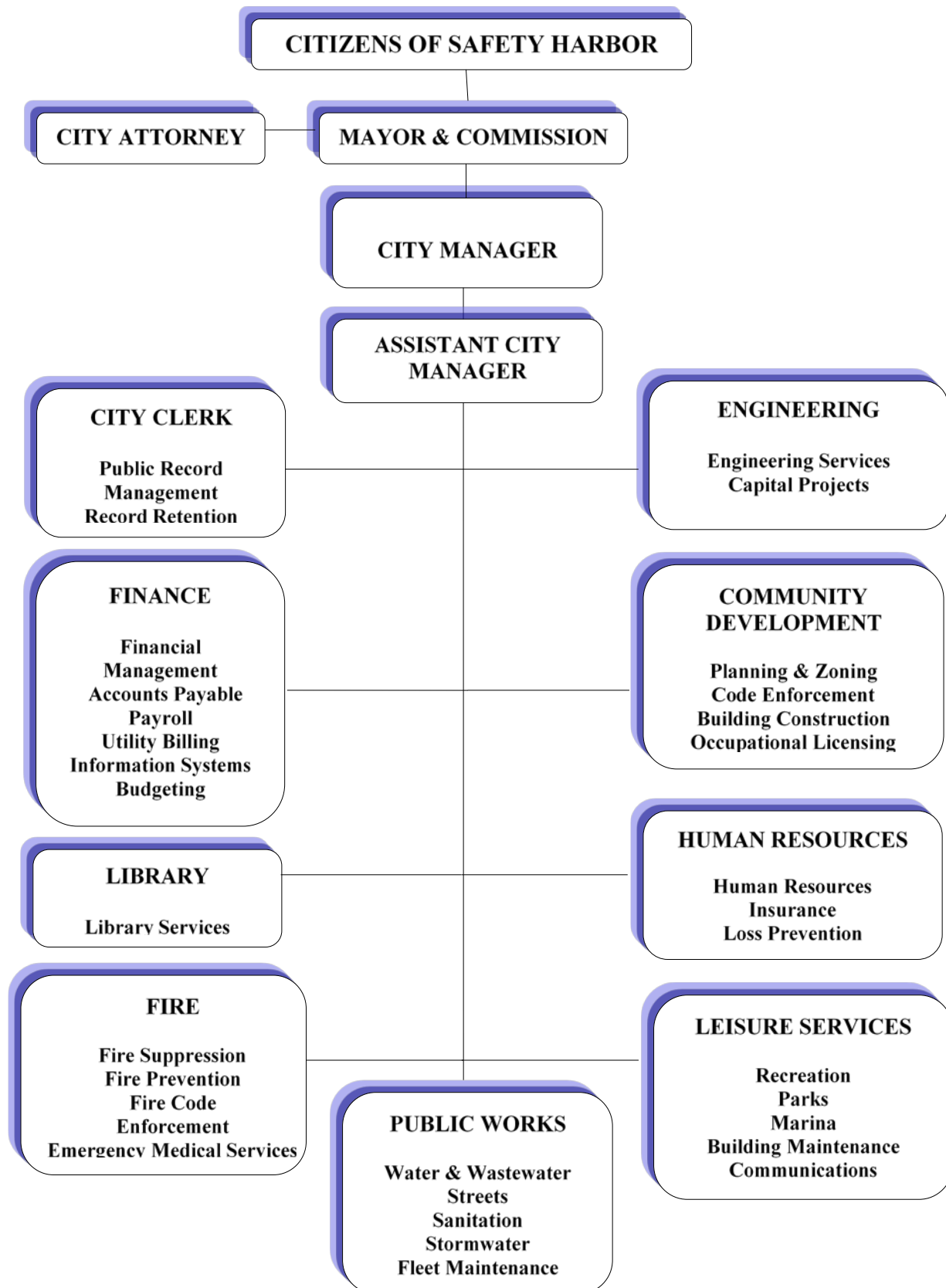
Qualitative factors such as vendor reputation, financial condition, quality of product, and timeliness of delivery will be considered as much as price when making purchasing decisions.

CITY OF SAFETY HARBOR  
ADOPTED FY 2017/2018 BUDGET

**BUDGETED PERSONNEL**

<b>DEPARTMENT</b>	<b>FY 13/14</b>	<b>FY14/15</b>	<b>FY15/16</b>	<b>FY16/17</b>	<b>Adopted Changes</b>	<b>Adopted FY17/18</b>	<b>Department Staffing as a % of Total FTEs</b>
City Manager's Office	1.30	1.30	1.30	1.30	-	1.30	0.72%
City Clerk's Office	1.35	1.35	1.35	1.35	-	1.35	0.75%
Human Resources	1.88	2.00	2.00	2.00	-	2.00	1.11%
Finance	3.00	3.00	3.00	3.00	-	3.00	1.66%
Community Development	3.45	3.70	3.30	3.30	-	3.30	1.83%
Building	4.00	5.00	5.00	5.50	-	5.50	3.04%
Fire Control & EMS	32.00	29.00	30.00	30.00	-	30.00	16.60%
Engineering	4.30	4.30	4.50	4.50	-	4.50	2.49%
Streets	10.30	10.20	10.40	10.40	-	10.40	5.76%
Fleet Maintenance	3.15	3.05	3.10	3.10	-	3.10	1.72%
Building Maintenance	5.70	5.70	5.95	6.45	-	6.45	3.57%
Library	17.44	17.66	18.09	17.12	-	17.12	9.47%
Recreation	21.53	21.97	24.81	25.94	-	25.94	14.35%
Marina	0.10	0.10	0.10	0.10	-	0.10	0.06%
Parks	13.93	13.93	13.90	13.90	-	13.90	7.69%
Stormwater	5.20	5.20	5.40	5.40	-	5.40	2.99%
Water & Wastewater Finance	9.70	10.00	9.00	9.00	-	9.00	4.98%
Information Technology	4.00	4.00	4.00	4.00	-	4.00	2.21%
Water	7.60	7.20	7.40	6.40	-	6.40	3.54%
Wastewater	8.60	8.20	8.40	8.40	-	8.40	4.65%
Sanitation	18.15	19.15	19.30	19.25	-	19.25	10.65%
CRA	0.30	0.30	0.30	0.30	-	0.30	0.17%
<b>Total</b>	<b>176.98</b>	<b>176.31</b>	<b>180.60</b>	<b>180.71</b>	<b>-</b>	<b>180.71</b>	<b>100.00%</b>

## ORGANIZATION CHART



# BUDGET SUMMARY



## BUDGET

	GOVERNMENTAL FUNDS			
	GENERAL	CAPITAL PROJECTS	SPECIAL REVENUE	DEBT SERVICE
<b>ESTIMATED REVENUES</b>				
Ad Valorem Taxes	\$ 4,546,090	\$ -	\$ 493,790	\$ -
Other Taxes	2,584,800	1,861,000	-	-
Franchise Fees	1,380,200	-	-	-
Permits, Fees & Special Assessments	272,500	-	389,520	-
Intergovernmental Revenue	3,258,480	-	254,300	-
Charges for Services	1,105,170	-	56,000	-
Fines & Forfeitures	47,200	-	-	-
Miscellaneous	210,020	27,690	43,420	-
Indirect Allocation	1,047,810	-	-	-
<b>TOTAL REVENUES</b>	<b>14,452,270</b>	<b>1,888,690</b>	<b>1,237,030</b>	<b>-</b>
Debt Proceeds	-	-	-	-
Interfund Transfers In	457,000	-	207,650	903,220
Fund Balances/Reserves/Net Assets	7,627,780	1,048,630	1,896,700	150,330
<b>TOTAL REVENUES, TRANSFERS &amp; FUND BALANCES</b>	<b>\$ 22,537,050</b>	<b>\$ 2,937,320</b>	<b>\$ 3,341,380</b>	<b>\$ 1,053,550</b>

<b>APPROPRIATED EXPENDITURES</b>				
General Government	\$ 2,530,400	\$ -	\$ 462,830	\$ -
Public Safety	5,704,760	-	7,500	-
Physical Environment	460,390	28,000	-	-
Transportation	834,620	95,000	1,108,330	-
Culture and Recreation	4,979,470	1,781,400	549,910	-
Debt Service	-	-	-	893,150
Non-Operating Expenditures	328,590	-	32,520	-
<b>TOTAL EXPENDITURES</b>	<b>14,838,230</b>	<b>1,904,400</b>	<b>2,161,090</b>	<b>893,150</b>
Interfund Transfers Out	207,650	1,003,220	357,000	-
Fund Balances/Reserves/Net Assets	7,491,170	29,700	823,290	160,400
<b>TOTAL APPROPRIATIONS, TRANSFERS &amp; FUND BALANCES</b>	<b>\$ 22,537,050</b>	<b>\$ 2,937,320</b>	<b>\$ 3,341,380</b>	<b>\$ 1,053,550</b>

## SUMMARY

	ENTERPRISE FUNDS				
	STORMWATER	WATER & WASTEWATER	SANITATION	DEBT SERVICE	TOTAL ALL FUNDS
<b>ESTIMATED REVENUES</b>					
Ad Valorem Taxes	\$ -	\$ -	\$ -	\$ -	\$ 5,039,880
Other Taxes	-	-	-	-	4,445,800
Franchise Fees	-	-	50,000	-	1,430,200
Permits, Fees & Special Assessments	1,370,000	-	-	-	2,032,020
Intergovernmental Revenue	-	-	13,470	-	3,526,250
Charges for Services	-	10,360,680	2,928,800	-	14,450,650
Fines & Forfeitures	-	-	-	-	47,200
Miscellaneous	24,930	284,140	61,260	-	651,460
Indirect Allocation	-	668,590	-	-	1,716,400
<b>TOTAL REVENUES</b>	<b>1,394,930</b>	<b>11,313,410</b>	<b>3,053,530</b>	<b>-</b>	<b>33,339,860</b>
Debt Proceeds	-	8,115,000	-	-	8,115,000
Interfund Transfers In	-	8,115,000	-	295,750	9,978,620
Fund Balances/Reserves/Net Assets	352,590	7,253,800	1,425,450	727,480	20,482,760
<b>TOTAL REVENUES, TRANSFERS &amp; FUND BALANCES</b>	<b>\$ 1,747,520</b>	<b>\$ 34,797,210</b>	<b>\$ 4,478,980</b>	<b>\$ 1,023,230</b>	<b>\$ 71,916,240</b>
<b>APPROPRIATED EXPENDITURES</b>					
General Government	\$ -	\$ 1,764,920	\$ -	\$ -	\$ 4,758,150
Public Safety	-	-	-	-	5,712,260
Physical Environment	1,181,030	13,594,000	2,724,560	-	17,987,980
Transportation	-	-	-	-	2,037,950
Culture and Recreation	-	-	-	-	7,310,780
Debt Service	-	-	-	734,200	1,627,350
Non-Operating Expenditures	462,520	1,853,160	654,410	-	3,331,200
<b>TOTAL EXPENDITURES</b>	<b>1,643,550</b>	<b>17,212,080</b>	<b>3,378,970</b>	<b>734,200</b>	<b>42,765,670</b>
Interfund Transfers Out	95,750	8,315,000	-	-	9,978,620
Fund Balances/Reserves/Net Assets	8,220	9,270,130	1,100,010	289,030	19,171,950
<b>TOTAL APPROPRIATIONS, TRANSFERS &amp; FUND BALANCES</b>	<b>\$ 1,747,520</b>	<b>\$ 34,797,210</b>	<b>\$ 4,478,980</b>	<b>\$ 1,023,230</b>	<b>\$ 71,916,240</b>



# METHODOLOGY OF REVENUE FORECASTING

The following are assumptions concerning revenues on a fund-by-fund basis, unless otherwise indicated.

FUND	REVENUE SOURCE	METHOD OF FORECAST PROJECTION
<b>All Applicable</b>	Investments (Interest Income)	The revenue generated from interest investments is estimated based on the investment market and cash flow forecasts. Interest income has fluctuated over the past years due mainly to the variances in interest rates. Therefore, interest income is difficult to estimate.
<b>General Fund</b>	Ad Valorem Taxes  <b>Chart Reference Page 73</b>	Assessed Valuation multiplied by the adopted millage of 3.9500, less 5% for assumed non-collection and/or discounts taken for early payment.
	Franchise Fees  <b>Chart Reference Page 75</b>	The City collects franchise fees for electric, natural gas and cable television. The revenue estimated is based on rate increase information received from the respective companies and historical trend analysis.
	Utility Service Taxes/Other Taxes  <b>Chart Reference Page 74</b>	The revenue received from this tax is based on expected growth and historical trends.
	Occupational Taxes	The revenue received from issuing licenses to City businesses is estimated based on license costs, historical trends and conservative growth expectations.
	Permits (Building and Other)  <b>Chart Reference Page 79</b>	The revenue generated by the various types of building permits is calculated by determining the amount of undeveloped land and anticipated new development, as well as the historical trend for improving existing buildings.

FUND	REVENUE SOURCE	METHOD OF FORECAST PROJECTION
<b>General Fund (continued)</b>	State Revenue Sharing	The City receives revenue from the State of Florida. The State determines the distribution to the local governments based upon receipts, population and municipal assessed value per capita. The City receives revenue from the State from the following sources: sales tax, gas tax, mobile home licenses and State Revenue Sharing.
	<b>Chart Reference Page 76</b>	
	Fire District Taxes	Assumes approximately 5.64 percent of Fire Budget, net EMS. This percentage changes based on the portion of the unincorporated areas serviced in the County.
	General Government	The City receives revenue from engineering fees, plan check fees, re-inspection fees and fire inspection fees. This revenue estimate is determined by historical trend analysis
	Public Safety Fees	Historical trend analysis and tracking of fire inspections and building construction.
	Physical Environment	Historical trend analysis and tracking of code violations.
	Culture/Recreation Fees	These user fees offset a portion of the costs associated with the Recreation Department. Public participation is estimated to result in revenues 5.3 percent higher than current year. No fee increases are incorporated in this budget.
	<b>Chart Reference Page 78</b>	
	Court/Library Fees and Fines	This revenue is the City's share of fines collected by the County for traffic offenses and misdemeanors, combined with library fees and fines collected throughout the year based on trend analysis.
	Other Miscellaneous Revenues	The revenue is based upon prior years' historical trends.
	Administrative Overhead	Based upon indirect cost allocation formulas.
	<b>Chart Reference Page 79</b>	
	<i>Interfund Transfers</i>	These transfers vary annually depending on debt service requirements and prioritization of City projects.
<b>Stormwater Fund</b>	Intergovernmental Revenue	This revenue is based on grants awarded by the Florida Department of Environmental Protection (FDEP) and/or the Southwest Florida Water Management District for stormwater capital infrastructure improvements.

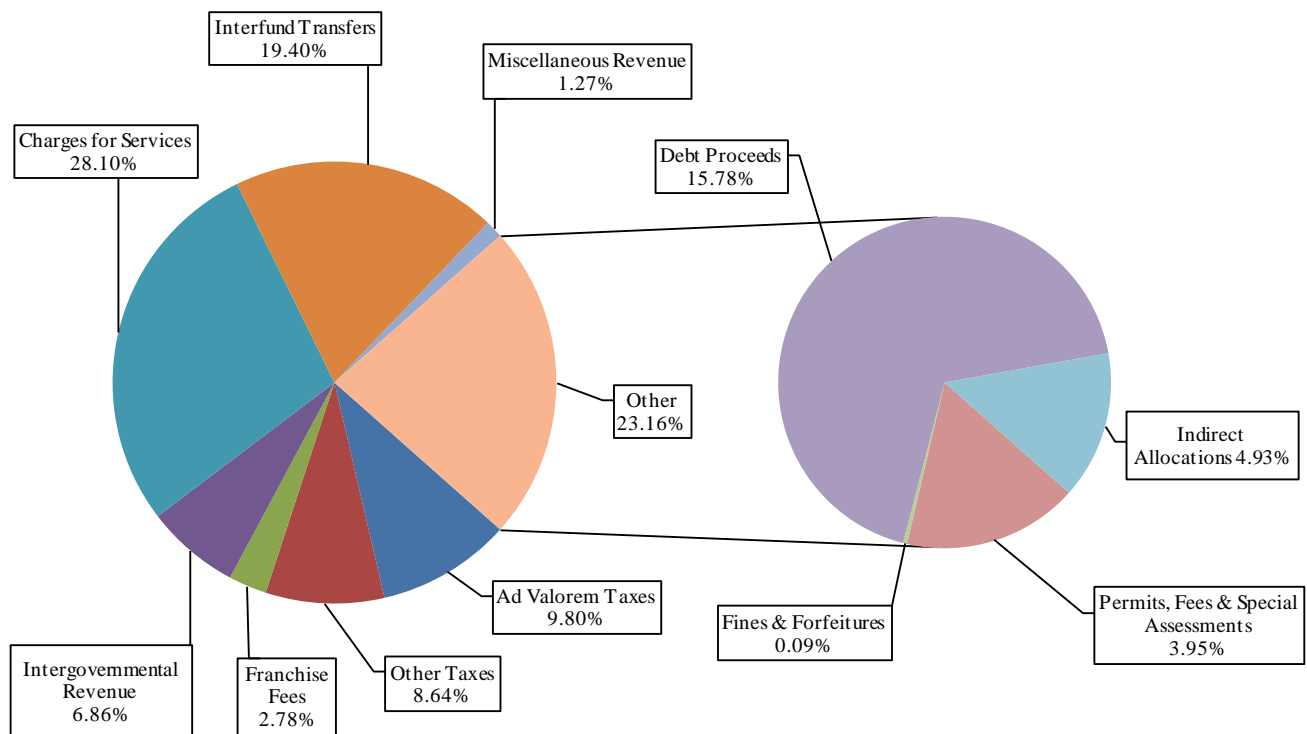
CITY OF SAFETY HARBOR  
ADOPTED FY 2017/2018 BUDGET

<b>FUND</b>	<b>REVENUE SOURCE</b>	<b>METHOD OF FORECAST PROJECTION</b>
<b>Stormwater Fund (cont'd)</b>	Stormwater Utility Fees	Based on \$8.50 per Equivalent Residential Unit (ERU) effective 1/1/17 and \$10.00 per ERU effective 10/1/17.
	<i>Interfund Transfers</i>	These transfers vary annually depending on debt service requirements and prioritization of City projects.
<b>Public Safety Fund</b>	Public Service Building Construction	Based on estimate of new building construction.
<b>Street Improvement Fund</b>	Local Option Gas Tax	State's forecast adjusted for historical trend analysis, the discretionary rate and population. Distributed by Pinellas County to municipalities per Interlocal Agreement.
<b>Debt Service Funds</b>	<i>Interfund Transfers</i>	Debt service requirements per bond covenants. Transfer of funds from non-ad valorem revenues.
<b>2012 Water &amp; Wastewater Refunding Revenue Bond</b>	<i>Interfund Transfers</i> Water & Wastewater Revenue Fund	Balance required for FY 2017/2018 debt service payment. Utility system improvements and refunding.
<b>2006 Capital Improvement Revenue Note</b>	<i>Interfund Transfers</i> Water & Wastewater Revenue Fund	Balance required for FY 2017/2018 debt service payment. Stormwater, water and wastewater system and sanitation capital improvements.
<b>2006 Capital Improvement Revenue Note</b>		Balance required for FY 2017/2018 debt service payment. Capital improvements include streets.
<b>2008 Public Improvement Revenue Note</b>	<i>Interfund Transfers</i>	Balance required for FY 2017/2018 debt service payments from the Capital Projects Fund. Capital improvement for the Library Expansion Project.
<b>Capital Projects Fund</b>	Local Government Infrastructure (Penny for Pinellas)	Funded by Discretionary Sales Tax to be used only for new or improved infrastructure throughout the City. State forecasts. Revenue is distributed to the County based on formula for discretionary rate percentage and population. Pinellas County distributes to municipalities per the distribution formula in an Interlocal Agreement.
<b>Water &amp; Wastewater Fund</b>	Water Sales/Sewer Charges & Late Charges	Historical trend analysis and current rate structure adopted by the City Commission. Annual rate increases of 11.5% scheduled through 2021.
	Indirect Cost Allocation	Based upon indirect cost allocation formulas.
<b>Sanitation Fund</b>	Solid Waste Franchise Fee	Historical trend analysis
	Sanitation/Refuse Charges	Based on number of residential homes and historical trend analysis and rate increases. No rate increases scheduled.
	Sanitation Impact Fee	Based on estimate of new construction.

CITY OF SAFETY HARBOR  
ADOPTED FY 2017/2018 BUDGET

<b>FUND</b>	<b>REVENUE SOURCE</b>	<b>METHOD OF FORECAST PROJECTION</b>
<b>Wastewater Development Fund</b>	Sewer Development Fee	Based on estimate of new construction.
<b>Water &amp; Wastewater Renewal &amp; Replacement</b>	Miscellaneous Revenue	Departmental estimate for backflow prevention installations.
	<i>Interfund Transfers</i>	These transfers vary annually dependent upon City priorities and projects. Per bond covenant, requires minimum fund reserve of \$500,000. Transfers from Water & Wastewater Fund to fund renewal and replacement projects and maintain the minimum fund reserve.
<b>Street Light Fund</b>	Street Light Assessment	In FY 2017/2018, adopted rates remain at \$39.00 after decreasing from \$50.97 to \$39.00 in FY 2014/2015, annualized, per improved parcel that lies within the City limits and adjoins a street with one or more street lights along its length.
<b>Parkland Fund</b>	Parkland Impact Fee	Based on estimate of new construction.
<b>Transportation Impact Fee Fund</b>	Transportation Impact Fee	Based on estimate of new construction (transitioned to Multimodal Impact Fee effective FY 2017).
<b>Multimodal Impact Fee Fund</b>	Multimodal Impact Fee	Based on estimate of new construction.
<b>Library Impact Fee Fund</b>	Library Impact Fee	Based on estimate of new construction.
<b>Assessment Funds – Street Improvement/ Sewer Construction</b>	Street Improvement Assessments/ Sewer Construction Assessments	Revenues are collected on a project-by-project basis. The revenues estimated are reimbursements for completed projects.

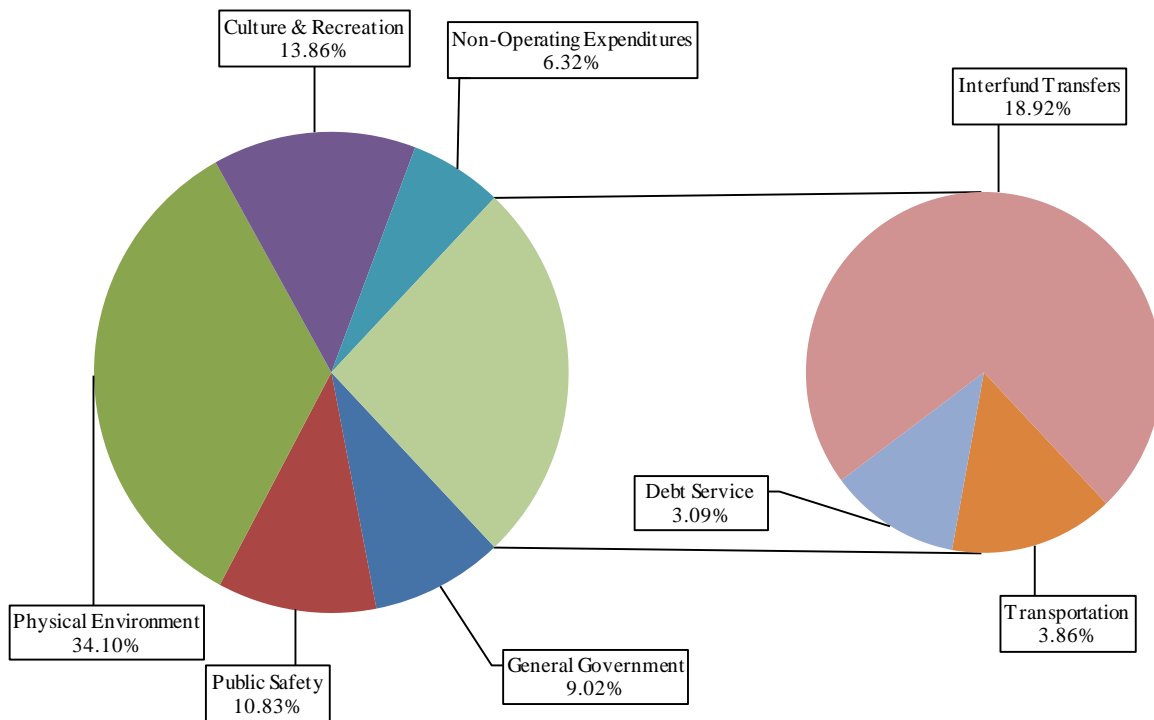
## CITYWIDE ESTIMATED REVENUES



Percentages are based on Total Revenue and Transfers excluding Reserves

REVENUE CATEGORY	Adopted Budget 2017-18
Ad Valorem Taxes	\$ 5,039,880
Other Taxes	4,445,800
Franchise Fees	1,430,200
Permits, Fees & Special Assessments	2,032,020
Intergovernmental Revenue	3,526,250
Charges for Services	14,450,650
Fines & Forfeitures	47,200
Miscellaneous Revenue	651,460
Indirect Allocations	1,716,400
<b>Subtotal Revenues</b>	<b>33,339,860</b>
Debt Proceeds	8,115,000
Interfund Transfers	9,978,620
Total Revenues and Transfers	51,433,480
Fund Balance Carryforward	20,482,760
<b>Total Revenues, Transfers and Fund Balance Carryforward</b>	<b>\$ 71,916,240</b>

## CITYWIDE ESTIMATED EXPENDITURES

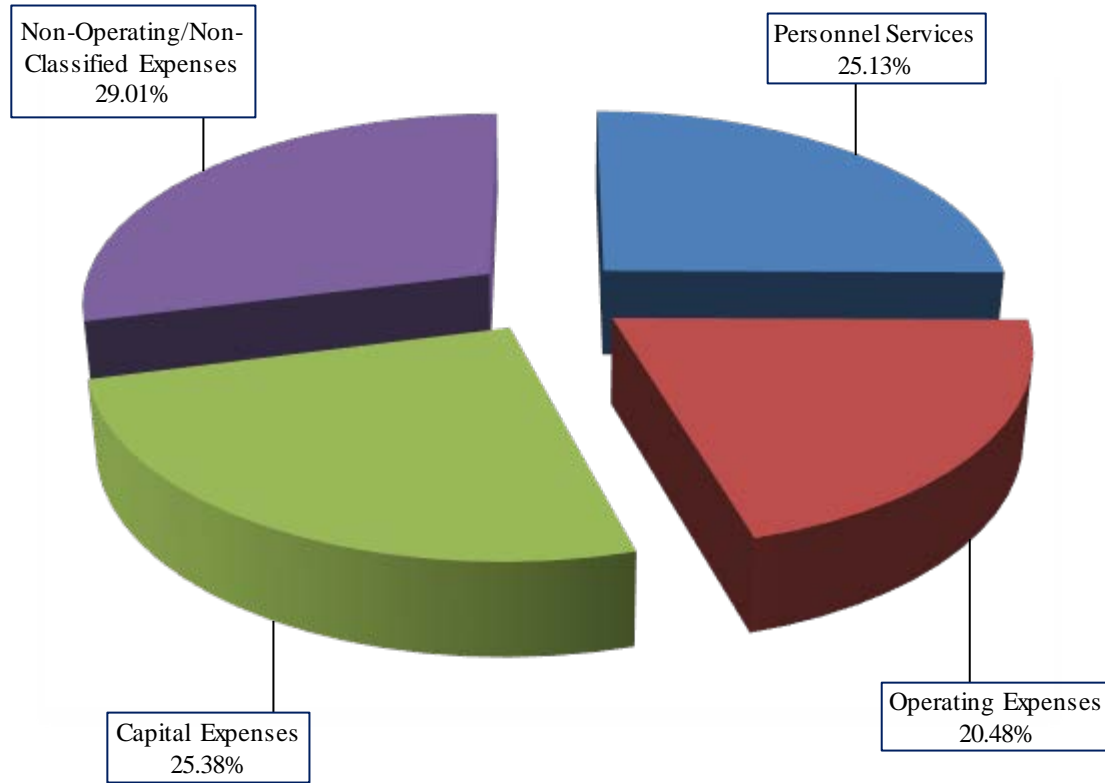


EXPENDITURE CATEGORY	Adopted Budget 2017-18
General Government	\$ 4,758,150
Public Safety	5,712,260
Physical Environment	17,987,980
Transportation	2,037,950
Culture & Recreation	7,310,780
Debt Service	1,627,350
Non-Operating Expenditures	3,331,200
<b>Subtotal Expenditures</b>	<b>42,765,670</b>
Interfund Transfers	9,978,620
Total Expenditures & Transfers	52,744,290
Fund Balance	19,171,950
<b>Total Expenditures, Transfers, Fund Balance</b>	<b>\$ 71,916,240</b>

Percentages are based on Total Expenditures and Transfers excluding Reserves



## CITYWIDE ESTIMATED EXPENDITURES BY OBJECT



	Estimated Year End FY 2017	% of Total	Adopted FY 2018	% of Total
Personnel Services	\$ 12,806,180	31.93%	\$ 13,254,290	25.13%
Operating Expenses	10,652,415	26.56%	10,800,520	20.48%
Capital Expenses	9,486,155	23.65%	13,388,430	25.38%
Non-Operating/Non-Classified Expenses	7,157,930	17.85%	15,301,050	29.01%
<b>Total Expenditures</b>	<b>\$ 40,102,680</b>	<b>100%</b>	<b>\$ 52,744,290</b>	<b>100%</b>
Fund Balance	20,542,300		19,171,950	
<b>Total Expenditures &amp; Reserves</b>	<b>\$ 60,644,980</b>		<b>\$ 71,916,240</b>	

## CITYWIDE EXPENDITURES BY FUND

Fund Description	Personnel Services	Operating Expenses	Capital Expenses	Non- Operating Expenses	Reserves	Total Expenditures & Reserves
01 - General Fund	\$ 9,792,030	\$ 4,220,510	\$ 134,970	\$ 898,370	\$ 7,491,170	\$ 22,537,050
12 - Public Safety	-	-	-	-	69,100	69,100
14 - Street Improvement	-	32,330	500,000	-	2,670	535,000
15 - Marina	4,060	13,350	-	27,520	161,160	206,090
17 - City Tree Bank	-	7,500	-	-	7,480	14,980
21 - 2012 Public Improvement Bond	-	-	-	319,000	72,110	391,110
23 - 2006 Capital Improvement Revenue Note	-	-	-	24,980	26,900	51,880
24 - 2008 Capital Improvement Revenue Note	-	-	-	549,170	61,390	610,560
32 - Capital Projects	-	25,000	1,879,400	1,003,220	29,700	2,937,320
60 - Multimodal Impact	-	-	-	-	176,440	176,440
61 - Law Enforcement Trust	-	-	-	-	-	-
62 - Street Lighting	-	270,000	-	-	45,630	315,630
63 - Parkland Impact	-	47,500	485,000	205,000	43,710	781,210
64 - Transportation Impact	-	-	306,000	-	195,970	501,970
65 - Library Impact Fee Trust Fund	-	-	-	-	68,390	68,390
67 - Community Development Agency	43,370	307,460	112,000	157,000	13,670	633,500
69 - Parking Impact Fee Fund	-	-	-	-	3,630	3,630
74 - Street Assessment	-	-	-	-	35,440	35,440
<b>Total Governmental Funds</b>	<b>9,839,460</b>	<b>4,923,650</b>	<b>3,417,370</b>	<b>3,184,260</b>	<b>8,504,560</b>	<b>29,869,300</b>
11 - Stormwater	346,220	276,810	558,000	558,270	8,220	1,747,520
20 - 2001/2012 Public Improvement Bond	-	-	-	162,420	59,110	221,530
22 - 2006 Capital Improvement Revenue Note	-	-	-	571,780	229,920	801,700
41 - Water & Wastewater	1,824,850	4,529,010	378,060	10,169,660	5,023,430	21,925,010
43 - Reclaimed Water	-	-	-	-	728,670	728,670
44 - Sanitation	1,243,760	935,550	545,000	654,660	1,100,010	4,478,980
47 - Wastewater Development	-	25,000	-	-	937,930	962,930
48 - Water & Wastewater Renewal & Replacement	-	110,500	8,490,000	-	2,556,700	11,157,200
77 - Wastewater Assessment	-	-	-	-	23,400	23,400
<b>Total Enterprise Funds</b>	<b>3,414,830</b>	<b>5,876,870</b>	<b>9,971,060</b>	<b>12,116,790</b>	<b>10,667,390</b>	<b>42,046,940</b>
<b>TOTAL ALL FUNDS</b>	<b>\$ 13,254,290</b>	<b>\$ 10,800,520</b>	<b>\$ 13,388,430</b>	<b>\$ 15,301,050</b>	<b>\$ 19,171,950</b>	<b>\$ 71,916,240</b>

### CITYWIDE ESTIMATED REVENUES BY SOURCE

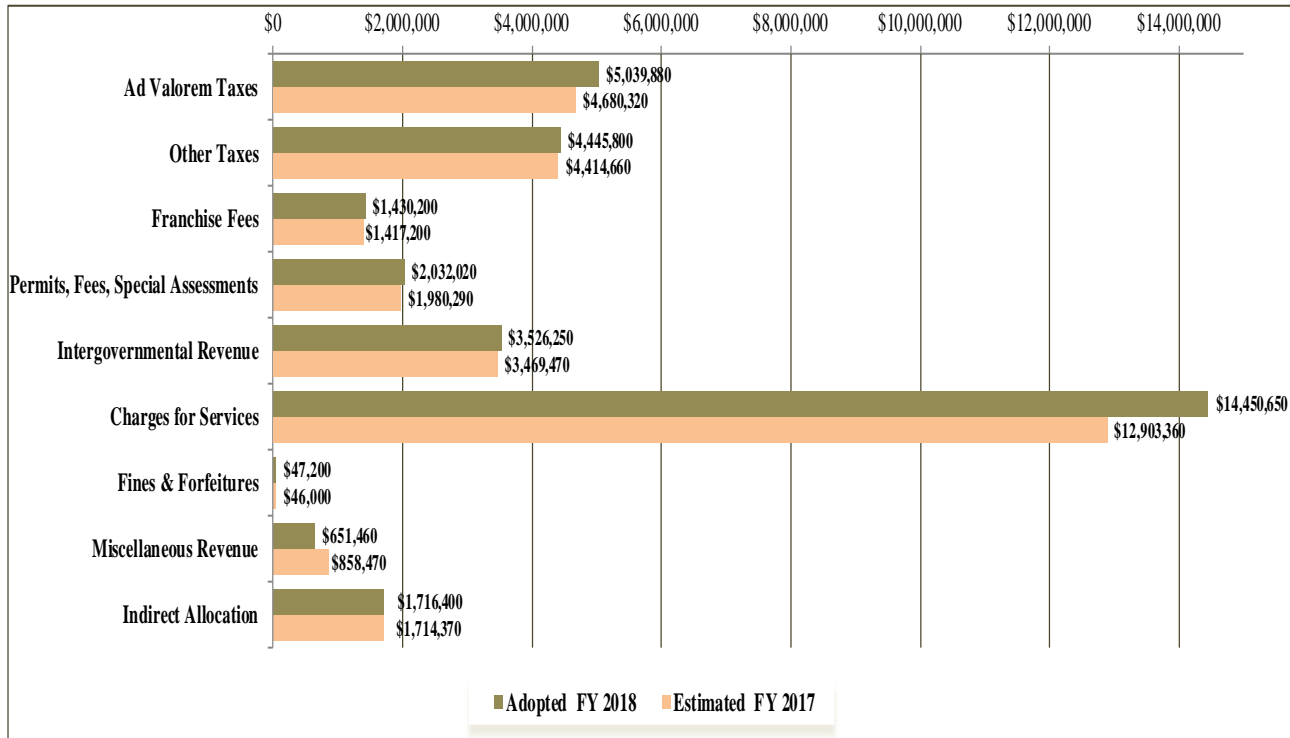
Revenue Category	Estimated Year End 2016-17	Adopted Budget 2017-18	FY 2017-18 Over (Under) FY 2016-17 Estimated	% Change FY 2017-18 Over (Under) FY 2016-17 Estimate
Ad Valorem Taxes	\$ 4,680,320	\$ 5,039,880	\$ 359,560	7.68%
Other Taxes	4,414,660	4,445,800	31,140	0.71%
Franchise Fees	1,417,200	1,430,200	13,000	0.92%
Permits, Fees, Special Assessments	1,980,290	2,032,020	51,730	2.61%
Intergovernmental Revenue	3,469,470	3,526,250	56,780	1.64%
Charges for Services	12,903,360	14,450,650	1,547,290	11.99%
Fines & Forfeitures	46,000	47,200	1,200	2.61%
Miscellaneous Revenue	858,470	651,460	(207,010)	-24.11%
Indirect Allocation	1,714,370	1,716,400	2,030	0.12%
<b>Revenues Sub-Total</b>	<b>31,484,140</b>	<b>33,339,860</b>	<b>1,855,720</b>	<b>5.89%</b>
Interfund Transfers	1,835,190	9,978,620	8,143,430	443.74%
Debt Proceeds	-	8,115,000	8,115,000	0.00%
Total Revenues & Transfers	33,319,330	51,433,480	18,114,150	54.37%
Fund Balance Carryforward	27,325,650	20,482,760	(6,842,890)	-25.04%
<b>Total Revenues, Transfers &amp; Fund Balance</b>	<b>\$ 60,644,980</b>	<b>\$ 71,916,240</b>	<b>\$ 11,271,260</b>	<b>18.59%</b>

### CITYWIDE ESTIMATED EXPENDITURES BY TYPE

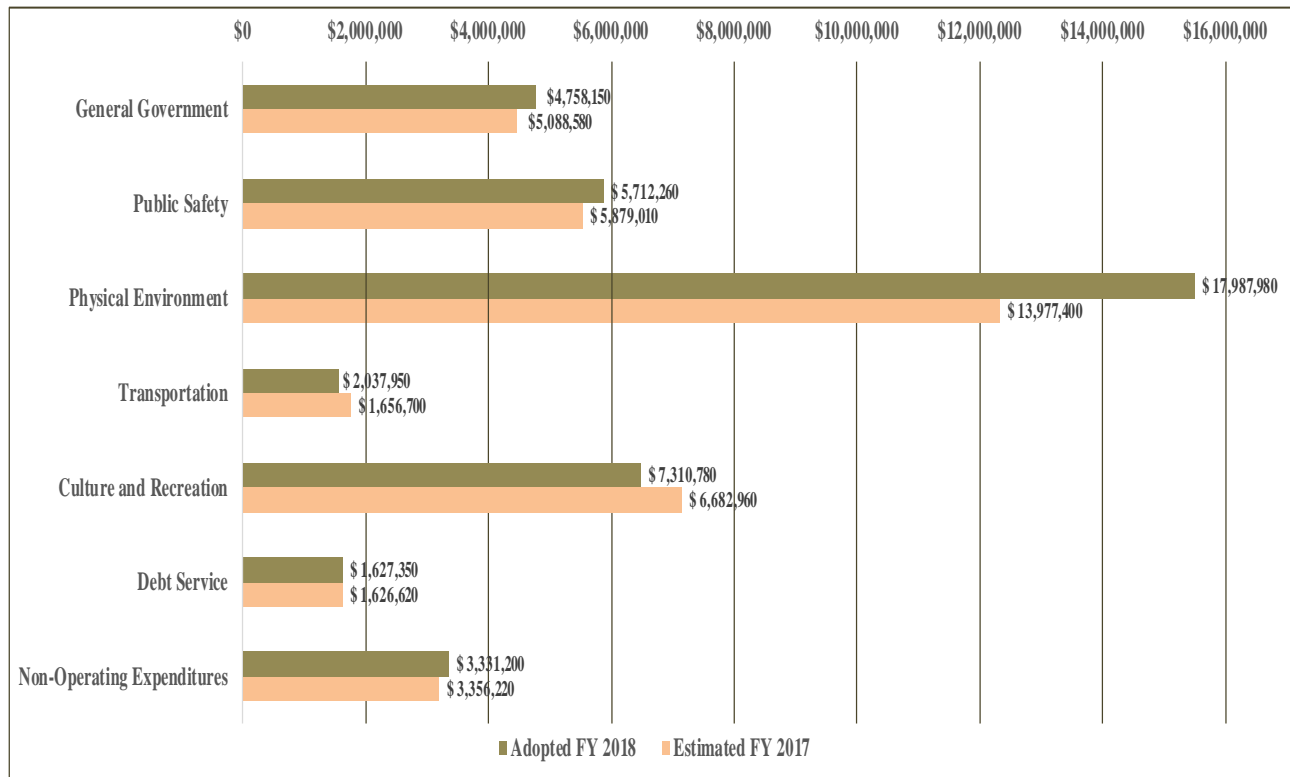
Expenditure Category	Estimated Year End 2016-17	Adopted Budget 2017-18	FY 2017-18 Over (Under) FY 2016-17 Estimated	% Change FY 2017-18 Over (Under) FY 2016-17 Estimate
General Government	\$ 5,088,580	\$ 4,758,150	\$ (330,430)	-6.49%
Public Safety	5,879,010	5,712,260	(166,750)	-2.84%
Physical Environment	13,977,400	17,987,980	4,010,580	28.69%
Transportation	1,656,700	2,037,950	381,250	23.01%
Culture and Recreation	6,682,960	7,310,780	627,820	9.39%
Debt Service	1,626,620	1,627,350	730	0.04%
Non-Operating Expenditures	3,356,220	3,331,200	(25,020)	-0.75%
<b>Expenditures Sub-Total</b>	<b>38,267,490</b>	<b>42,765,670</b>	<b>4,498,180</b>	<b>11.75%</b>
Interfund Transfers	1,835,190	9,978,620	8,143,430	443.74%
Total Expenditures & Transfers	40,102,680	52,744,290	12,641,610	31.52%
Fund Balance	20,542,300	19,171,950	(1,370,350)	-6.67%
<b>Total Expenditures, Transfers &amp; Fund Balance</b>	<b>\$ 60,644,980</b>	<b>\$ 71,916,240</b>	<b>\$ 11,271,260</b>	<b>18.59%</b>

CITYWIDE FISCAL YEAR COMPARISON

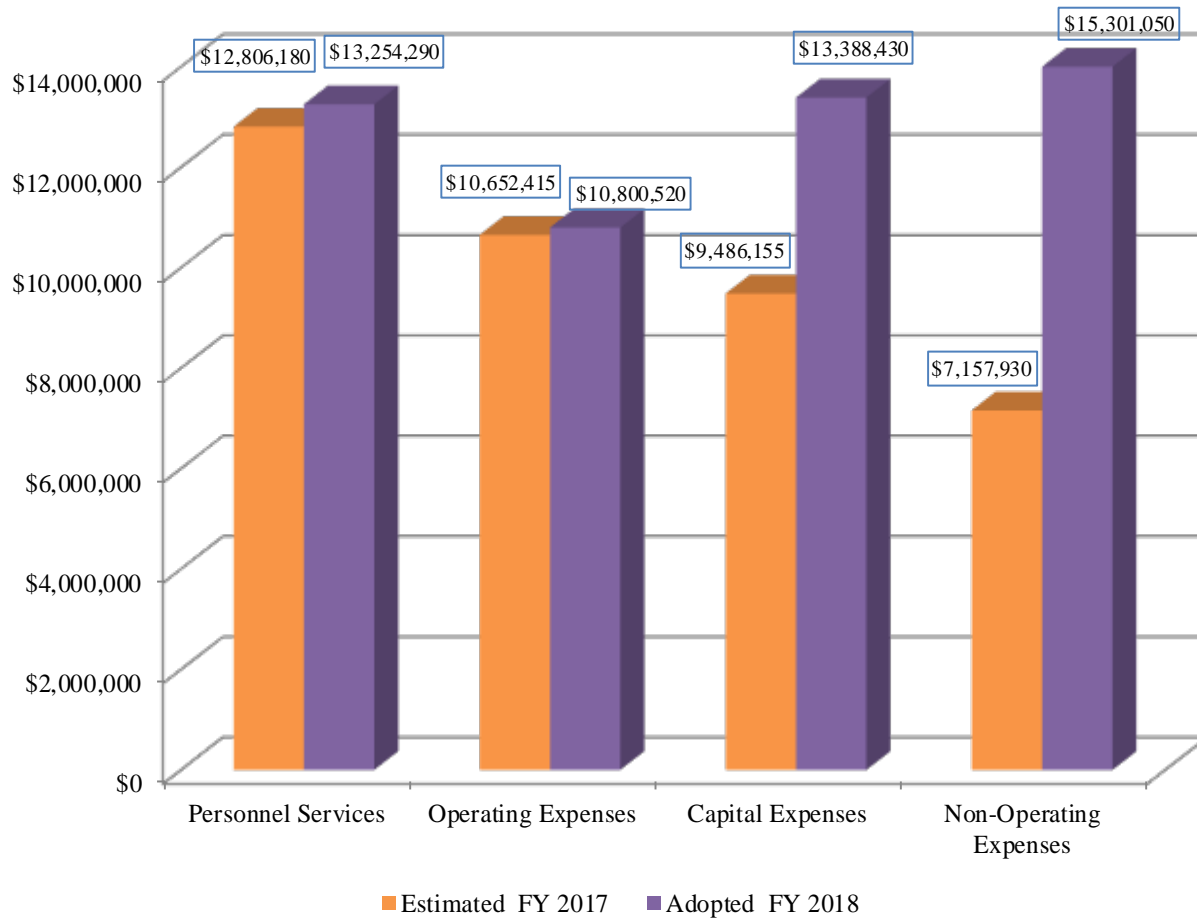
REVENUES BY SOURCE



EXPENDITURES BY TYPE



**CITYWIDE EXPENDITURES BY OBJECT**



	Estimated Year End FY 2017	Adopted FY 2018	FY 2018 Over (Under) FY 2017	% Change Over FY 2017
Personnel Services	\$ 12,806,180	\$ 13,254,290	\$ 448,110	3.50%
Operating Expenses	10,652,415	10,800,520	148,105	1.39%
Capital Expenses	9,486,155	13,388,430	3,902,275	41.14%
Non-Operating Expenses	7,157,930	15,301,050	8,143,120	113.76%
<b>Subtotal Expenditures</b>	<b>40,102,680</b>	<b>52,744,290</b>	<b>12,641,610</b>	<b>31.52%</b>
Fund Balance	20,542,300	19,171,950	(1,370,350)	-6.67%
<b>Total Expenditures &amp; Reserves</b>	<b>\$ 60,644,980</b>	<b>\$ 71,916,240</b>	<b>\$ 11,271,260</b>	<b>18.59%</b>

CITY OF SAFETY HARBOR  
ADOPTED FY 2017/2018 BUDGET

**FY 2017-2018 CITYWIDE CAPITAL IMPROVEMENT SUMMARY**

<b>Project #</b>	<b>Account #</b>	<b>Project Name</b>	<b>FY 2017/2018</b>
<b>Fund 11 - Stormwater</b>			
DR0006	011-2037-538-6300	Stormwater Improvements	240,000
DR0050	011-2037-538-6300	Pipe Relining	150,000
ST0035	011-2037-538-6300	Philippe Parkway Sidewalk Flume	2,500
ST0046	011-2037-538-6300	2nd Street South at 6th Avenue Intersection Improvements	2,500
ST0047	011-2037-538-6300	Coventry East Cul-e-sac Pavement Improvements	2,500
ST0048	011-2037-538-6300	MLK Street at Powhatan Street Pavement Improvements	2,500
SMV006	011-2037-538-6401	Replace 1991 Ford 12-yard dump truck (Vehicle #337)	148,000
SME008	011-2037-538-6440	Zero-Turn Radius Commercial Grade Mower	10,000
<b>Stormwater Fund Total</b>			<b>\$ 558,000</b>
<b>Fund 14 - Street Improvement</b>			
ST0013	014-2031-541-6300	Street Resurfacing Program	300,000
ST0001	014-2031-541-6300	Sidewalk Repair and Replacement	40,000
ST0039	014-2031-541-6300	Miscellaneous Street Repair	40,000
ST0038	014-2031-541-6300	Street Sign Improvement	15,000
ST0032	014-2031-541-6300	New Sidewalk Construction	20,000
ST0034	014-2031-541-6300	Roadway Underdrain R&R	50,000
ST0019	014-2031-541-6300	Curb Replacements	35,000
<b>Street Improvement Fund Total</b>			<b>\$ 500,000</b>
<b>Engineering</b>			
PDV004	032-3025-539-6401	Replace Vehicle #805	28,000
<b>Capital Improvement - Engineering Total</b>			<b>28,000</b>
<b>Streets</b>			
ST0028	032-3031-541-6300	Citywide Brick Street Restoration	20,000
ST0041	032-3031-541-6300	Main Street Intersections Brick Street Reconstruction	50,000
<b>Capital Improvement - Streets Total</b>			<b>70,000</b>
<b>Library</b>			
LBCARP	032-3055-571-6200	Library 2nd Floor Meeting Room Addition	10,400
<b>Capital Improvement - Library Total</b>			<b>10,400</b>
<b>Recreation</b>			
PR0052	032-3056-572-6200	Community Center Improvements - Building	850,000
PR0052	032-3056-572-6300	Community Center Improvements - Other than Building	185,000
PR0067	032-3056-572-6300	Clearwater Capital Joint Use Agreement	50,000
PR0066	032-3056-572-6300	Floor Cleaning Machine	15,000
<b>Capital Improvement - Recreation Total</b>			<b>1,100,000</b>
<b>Parks</b>			
PR0022	032-3058-572-6200	MSP & NCP Storage Improvements	40,000
PR0057	032-3058-572-6200	Fishing Pier Shelter Improvements	155,000
PKI024	032-3058-572-6300	SHCP Ball Field Light Replacement	250,000
PKI005	032-3058-572-6300	Mease Park Playground Replacement	75,000
PR0039	032-3058-572-6300	MSP Tennis Court Light Replacement	20,000
MAR011	032-3058-572-6300	Boat Ramp Decking Replacement	50,000
PKI010	032-3058-572-6440	Replace 1992 Ford Tractor & Tiller (ID #949 in Parks)	23,000
PKE007	032-3058-572-6440	Parks Bobcat & Trailer	45,000
PKE008	032-3058-572-6440	Parks Utility Vehicle	13,000
<b>Capital Improvement - Parks Total</b>			<b>671,000</b>
<b>Capital Improvement Fund Total</b>			<b>\$ 1,879,400</b>

CITY OF SAFETY HARBOR  
ADOPTED FY 2017/2018 BUDGET

**FY 2017-2018 CITYWIDE CAPITAL IMPROVEMENT SUMMARY**

<b>Project #</b>	<b>Account #</b>	<b>Project Name</b>	<b>FY 2017/2018</b>	
<b>Fund 41 - Water &amp; Wastewater</b>				
WSIE02	041-4016-513-6440	City-wide Phone System Replacement	90,060	
WSIE03	041-4016-513-6440	Plotter: Shared Use by Engineering/Leisure Services/Library	11,000	
WSIE04	041-4016-513-6440	City Hall Network Server Replacement	130,000	
SWV004	041-4036-535-6401	Replace 5-Yard Dump Truck (Vehicle #217)	90,000	
SWE006	041-4036-535-6440	Replace Portable Pump #620	57,000	
<b>Water &amp; Wastewater Fund Total</b>				\$ 378,060
<b>Fund 44 - Sanitation</b>				
SNV015	044-4532-534-6401	Replace Side Loader #316	300,000	
SNV021	044-4532-534-6401	Extended Cab Pick Up #399	30,000	
SNV026	044-4532-534-6401	Replace roll-off truck #331	165,000	
SNE002	044-4532-534-6440	Recycling Containers	50,000	
<b>Sanitation Fund Total</b>				\$ 545,000
<b>Fund 48 - Water &amp; Wastewater Renewal &amp; Replacement Fund</b>				
<b>Water</b>				
UT0084	048-4035-533-6300	Green Springs Subdivision Water Main	1,000,000	
UT0086	048-4035-533-6300	Huntington Office Park/North City Park Water Main	800,000	
UT0091	048-4035-533-6300	Espiritu Santo Springs/Washington Brennan Water Main 2	280,000	
UTW002	048-4035-533-6300	Cypress Trace Water Main	140,000	
<b>Water &amp; Wastewater Renewal &amp; Replacement Fund - Water Total</b>			2,220,000	
<b>Wastewater</b>				
UT0005	048-4036-535-6300	Northeast Regional Wastewater Treatment Plant	2,700,000	
UT0085	048-4036-535-6300	Washington-Brennan/N. Bayshore Sewer Replacement 1	1,200,000	
UT0087	048-4036-535-6300	Briar Creek Mobile Home Community Reline Sewer Main 1	700,000	
UT0093	048-4036-535-6300	Highlands Lift Station Repair	60,000	
UT0102	048-4036-535-6300	North Bayshore Lift Station Force Main Repair	720,000	
UTS002	048-4036-535-6300	Cypress Trace Force Main Relocation	140,000	
UTS003	048-4036-535-6300	Water & Wastewater I & I Study	750,000	
<b>Water &amp; Wastewater Renewal &amp; Replacement Fund - Wastewater Total</b>			6,270,000	
<b>Water &amp; Wastewater Renewal &amp; Replacement Fund Total</b>				\$ 8,490,000
<b>Fund 63 - Parkland Fund</b>				
CRAWPD	063-6058-572-6300	Waterfront Park Phase II	400,000	
FOLLY	063-6058-572-6300	Folly Farms Improvements (Weiss property)	85,000	
<b>Parkland Fund Total</b>				\$ 485,000
<b>Fund 64 - Transportation Impact Fee Fund</b>				
PDI009	064-6031-541-6300	Philippe Park Pedestrian Bridge	150,000	
ST0044	064-6031-541-6300	Miscellaneous Bicycle/Pedestrian Projects	100,000	
ST0045	064-6031-541-6300	MLK Sidewalk at Folly Farms	56,000	
<b>Transportation Impact Fee Fund Total</b>				306,000
<b>Fund 67 - Community Redevelopment Fund</b>				
PKI026	067-6517-515-6300	Veterans Memorial Improvements	82,000	
CRTREE	067-6517-515-6300	Oak Tree Lightning Protection System - Gazebo	7,000	
CRTREE	067-6517-515-6300	Baranoff Oak Tree Reinforcement	13,000	
CRHOLT	067-6517-515-6300	17-foot Artificial Holiday Tree for Gazebo	10,000	
<b>Community Redevelopment Fund Total</b>				\$ 112,000
<b>Total Capital Improvements</b>				<b>\$ 13,253,460</b>

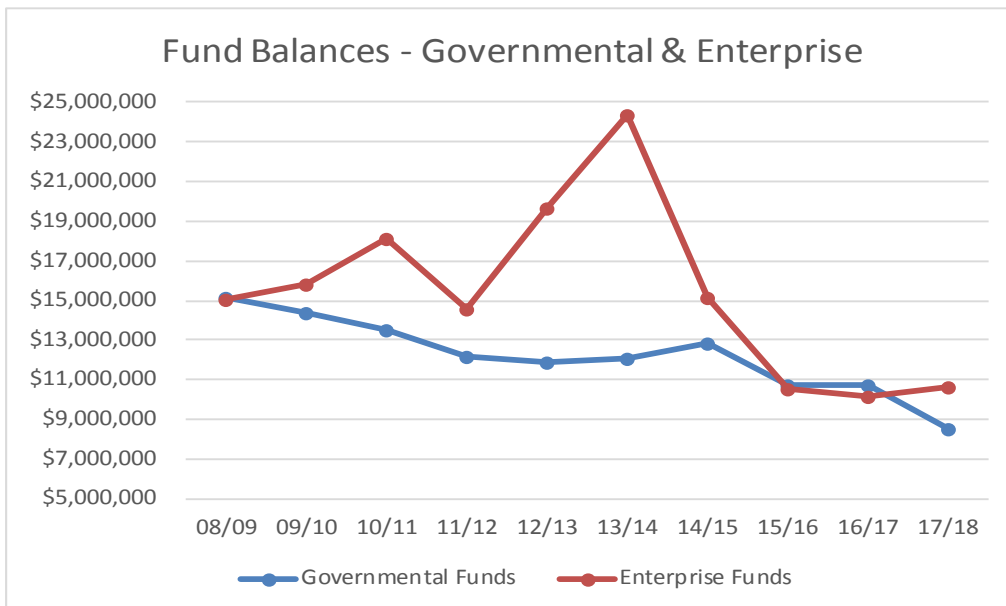


**SCHEDULE OF INTERFUND TRANSFERS**

	Governmental Funds	Enterprise Funds	Total Interfund Transfers
<b><i>Governmental</i></b>			
Transfer from General Fund to:			
Street Improvement Fund	\$ 200,000	\$ -	\$ 200,000
Street Light Fund	7,650	-	7,650
Transfer from Capital Projects Fund to:			
General Fund	100,000	-	100,000
Debt Service - 2006 Revenue Note	25,050	-	25,050
Debt Service - 2008 Revenue Note	559,170	-	559,170
Debt Service - 2012 Revenue Bond	319,000	-	319,000
Transfer from Parkland Fund to:			
General Fund	200,000	-	200,000
Transfer from Community Redevelopment Fund to:			
General Fund	157,000	-	157,000
Total Governmental Funds	<u>1,567,870</u>	<u>-</u>	<u>1,567,870</u>
<b><i>Enterprise</i></b>			
Transfer from Stormwater Fund to:			
Debt Service - 2006 Revenue Note	-	95,750	95,750
Transfer from Water and Wastewater Fund to:			
Debt Service - 2006 Revenue Note	-	200,000	200,000
Debt Service - 2012 Revenue Bond	-	-	-
Water & Wastewater Renewal & Replacement	-	8,115,000	8,115,000
Total Enterprise Funds	<u>-</u>	<u>8,410,750</u>	<u>8,410,750</u>
<b>TOTAL INTERFUND TRANSFERS</b>	<b><u>\$ 1,567,870</u></b>	<b><u>\$ 8,410,750</u></b>	<b><u>\$ 9,978,620</u></b>

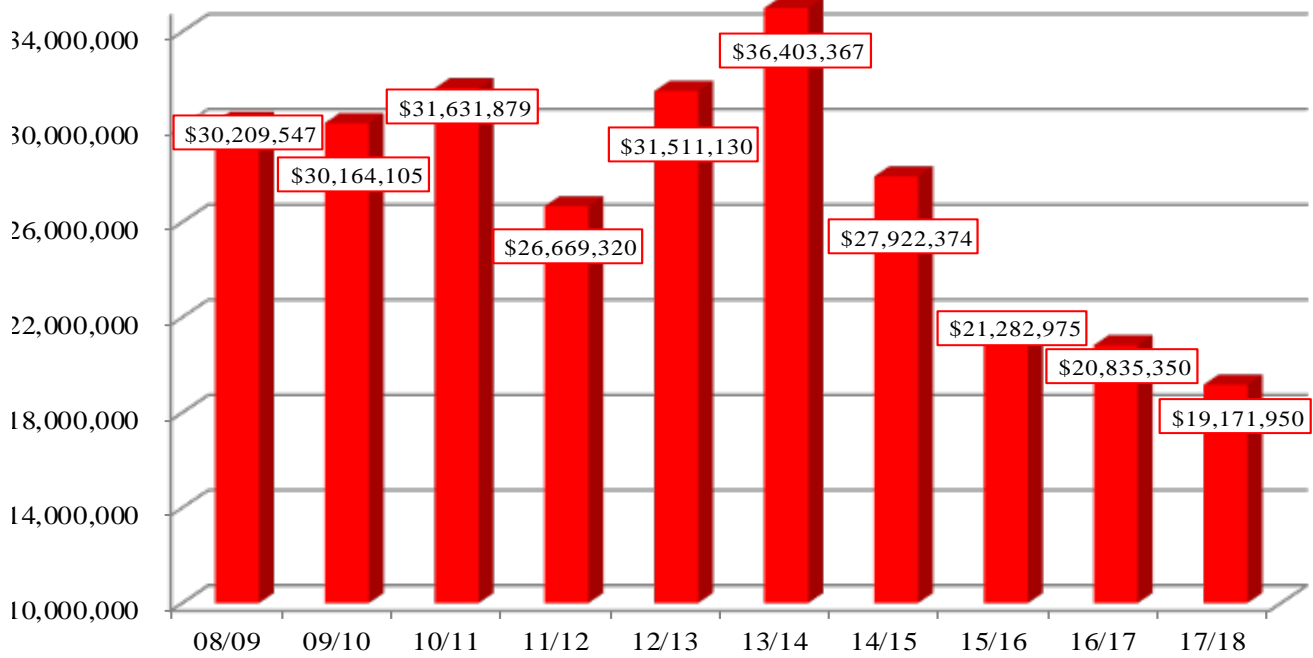
**CITYWIDE 10 YEAR FUND BALANCES**

	08/09	09/10	10/11	11/12	12/13	13/14	14/15	15/16	Estimated 16/17	Adopted 17/18
<b>Governmental Funds</b>										
General Fund	\$ 9,322,618	\$ 8,798,442	\$ 8,595,519	\$ 8,436,470	\$ 8,321,060	\$ 8,240,910	\$ 7,528,970	\$ 8,372,035	\$ 7,627,780	\$ 7,491,170
Public Safety	64,082	69,820	73,360	79,320	8,620	10,215	14,276	22,900	46,760	69,100
Street Improvement	328,371	320,250	513,130	491,110	545,900	691,311	546,509	86,340	73,670	2,670
Marina Boat Basin	156,831	191,730	231,980	268,930	269,830	286,123	279,563	115,410	146,010	161,160
City Tree Bank	-	-	-	-	-	-	2,340	5,520	7,890	7,480
Debt Service	112,510	59,510	72,520	76,080	141,540	139,801	138,327	139,550	150,330	160,400
Capital Projects	2,187,100	2,095,650	2,022,080	1,617,840	1,348,230	1,162,971	2,549,992	514,080	1,048,630	29,700
Multimodal Impact Fee	-	-	-	-	-	-	-	19,840	97,120	176,440
Law Enforcement Trust	-	-	-	-	-	-	-	-	-	-
Street Light Assessment	807,963	607,980	-	-	31,290	87,137	71,141	55,900	60,890	45,630
Parkland	806,876	753,580	747,890	682,740	684,320	693,235	602,177	583,700	757,640	43,710
Transportation Impact Fee	486,501	511,980	533,080	48,520	191,700	339,634	497,428	531,860	492,840	195,970
Library Impact Fee	21,937	23,515	-	4,980	11,490	17,619	22,598	31,790	44,770	68,390
Community Redevelopment Agency	709,809	898,330	684,430	398,870	264,400	360,784	533,866	211,240	130,140	13,670
Drainage Impact Fee	185	200	-	-	-	-	-	-	-	-
Parking Impact Fee	117,293	4,700	-	-	-	-	-	3,630	3,630	3,630
Street Assessment	9,048	18,720	20,160	30,860	18,170	35,037	35,137	35,240	35,340	35,440
<b>Total Governmental Funds</b>	<b>\$ 15,131,124</b>	<b>\$ 14,354,407</b>	<b>\$ 13,494,149</b>	<b>\$ 12,135,720</b>	<b>\$ 11,836,550</b>	<b>\$ 12,064,777</b>	<b>\$ 12,822,324</b>	<b>\$ 10,729,035</b>	<b>\$ 10,723,440</b>	<b>\$ 8,504,560</b>
<b>Enterprise Funds</b>										
Stormwater	2,376,064.00	1,822,500.00	1,341,400.00	1,307,810.00	960,360.00	1,098,280.00	1,214,090	640,950	352,590	8,220
Water and Wastewater	11,861,631	12,834,558	15,494,990	11,692,220	16,653,550	21,703,850	12,227,040	8,673,320	8,333,870	9,559,160
Sanitation	840,728	1,152,640	1,301,340	1,533,570	2,060,670	1,536,460	1,658,920	1,239,670	1,425,450	1,100,010
<b>Total Enterprise Funds</b>	<b>\$ 15,078,423</b>	<b>\$ 15,809,698</b>	<b>\$ 18,137,730</b>	<b>\$ 14,533,600</b>	<b>\$ 19,674,580</b>	<b>\$ 24,338,590</b>	<b>\$ 15,100,050</b>	<b>\$ 10,553,940</b>	<b>\$ 10,111,910</b>	<b>\$ 10,667,390</b>
<b>Total All Funds</b>	<b>\$ 30,209,547</b>	<b>\$ 30,164,105</b>	<b>\$ 31,631,879</b>	<b>\$ 26,669,320</b>	<b>\$ 31,511,130</b>	<b>\$ 36,403,367</b>	<b>\$ 27,922,374</b>	<b>\$ 21,282,975</b>	<b>\$ 20,835,350</b>	<b>\$ 19,171,950</b>

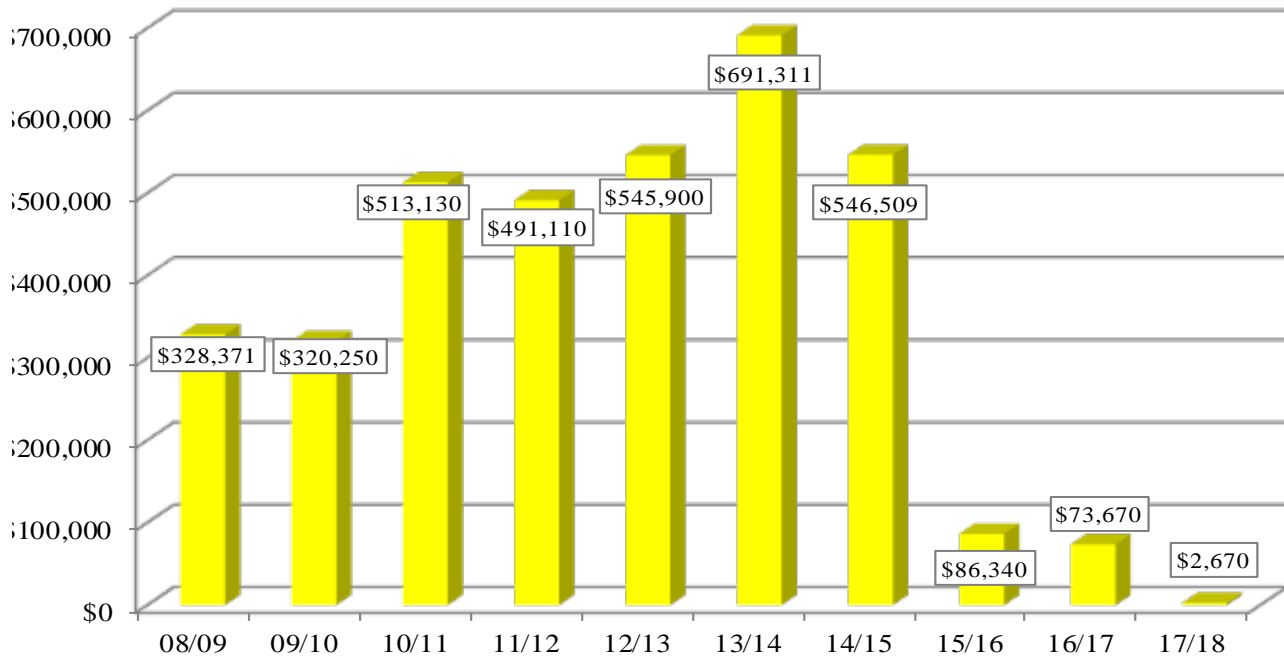


The City, for the most part, follows a pay-as-you-go philosophy towards funding capital projects. As the above table and the following graphs indicate, most of the fund balance, as well as the use of fund balance, occurs within the Enterprise and Special Revenue Funds where the large majority of the City's capital projects are budgeted.

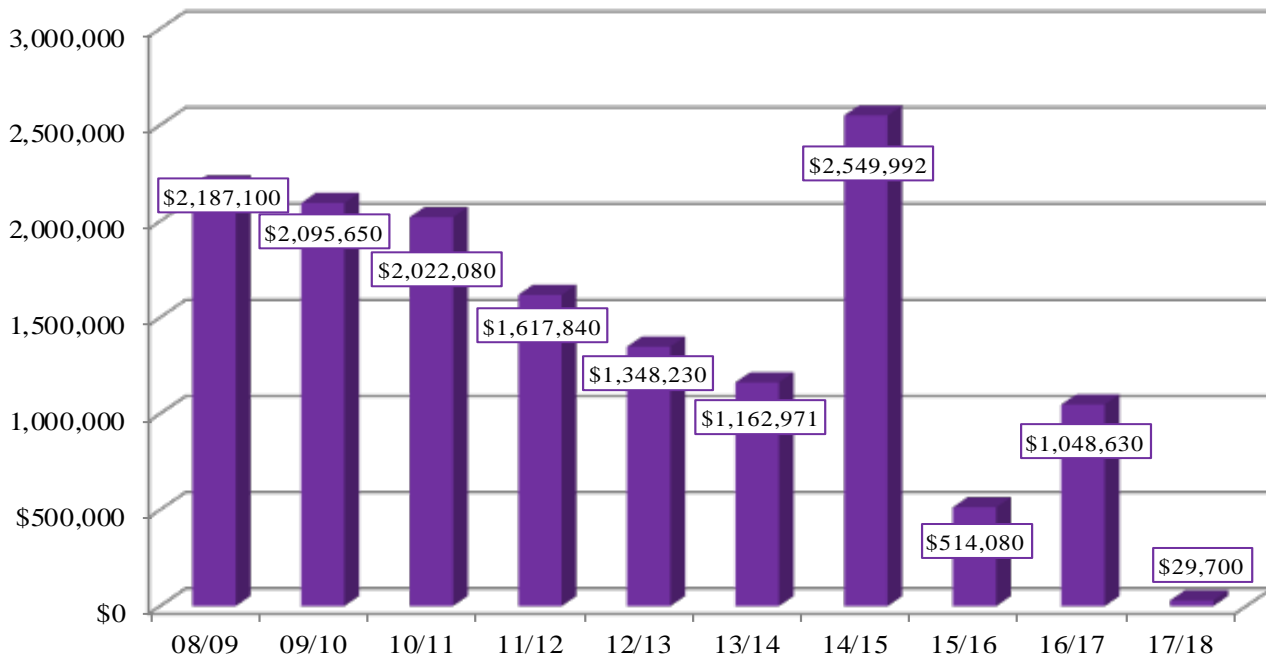
### Citywide Fund Balances



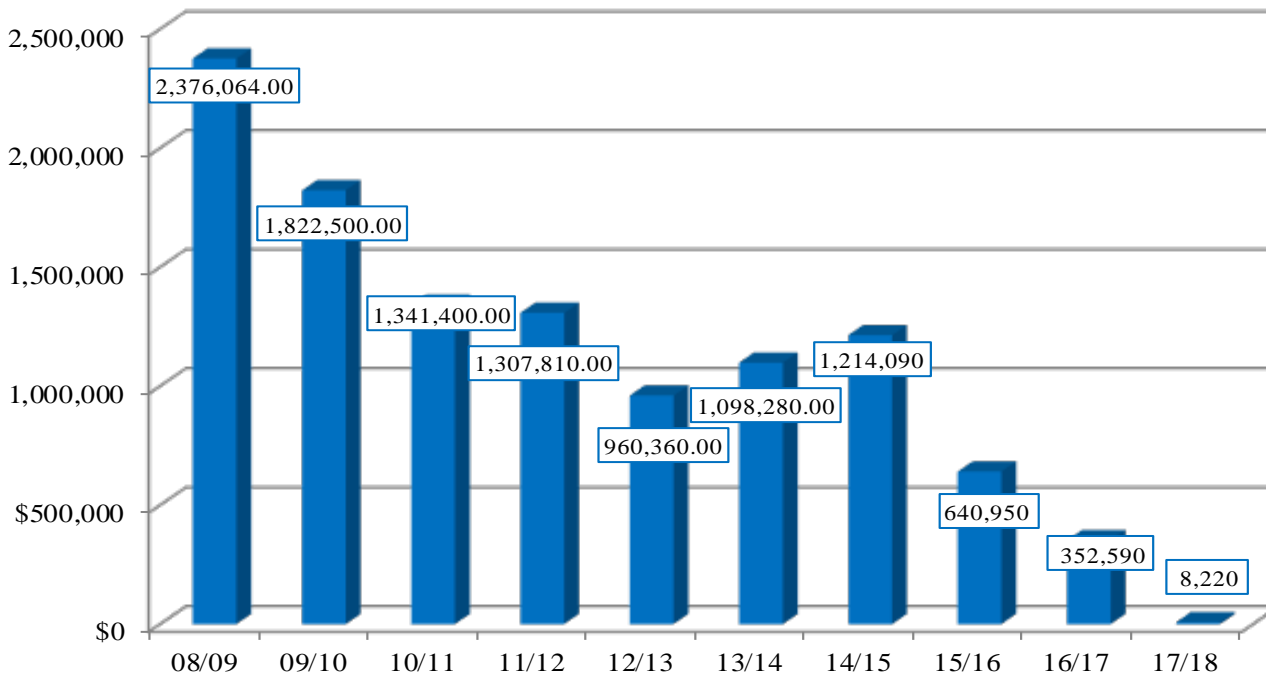
### Street Improvement Fund Balance



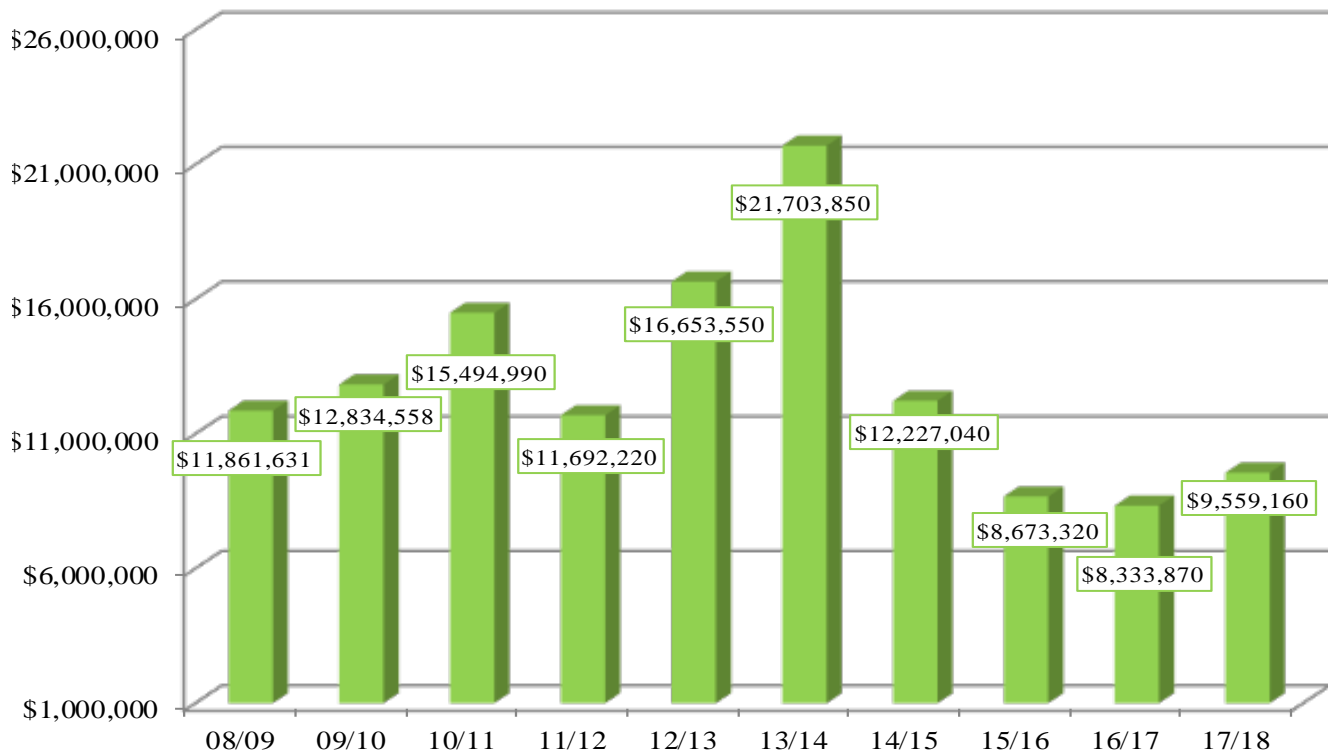
### Capital Projects Fund Balance



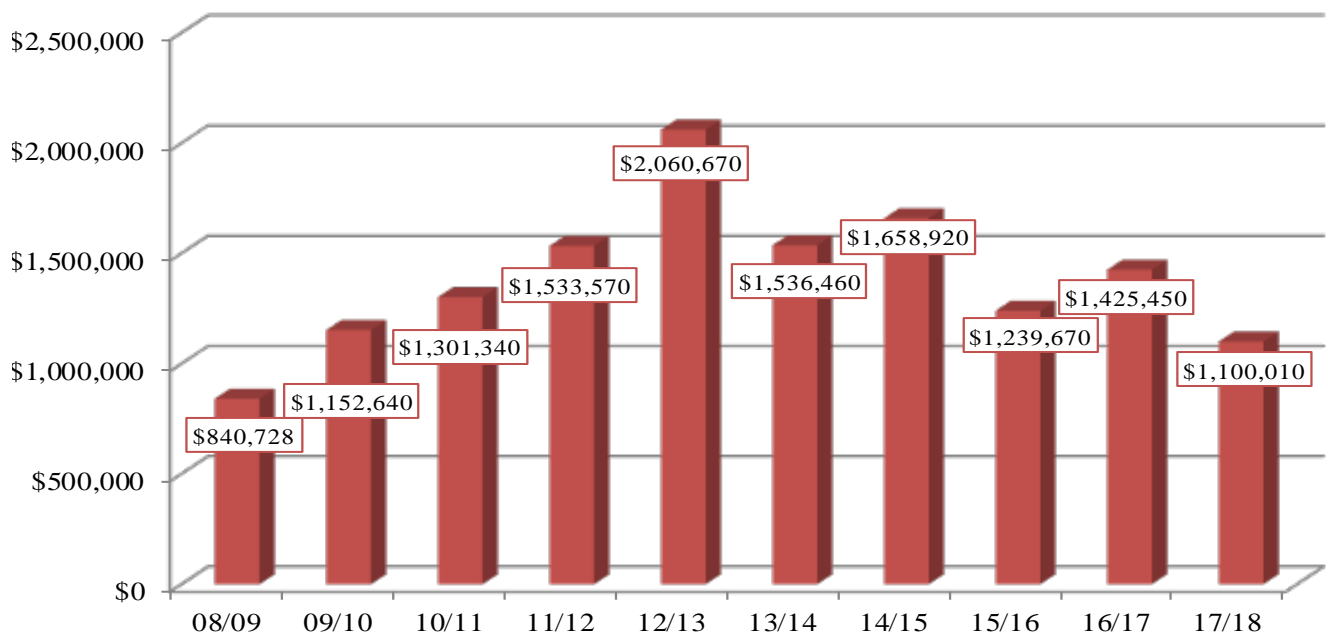
### Stormwater Fund Balance



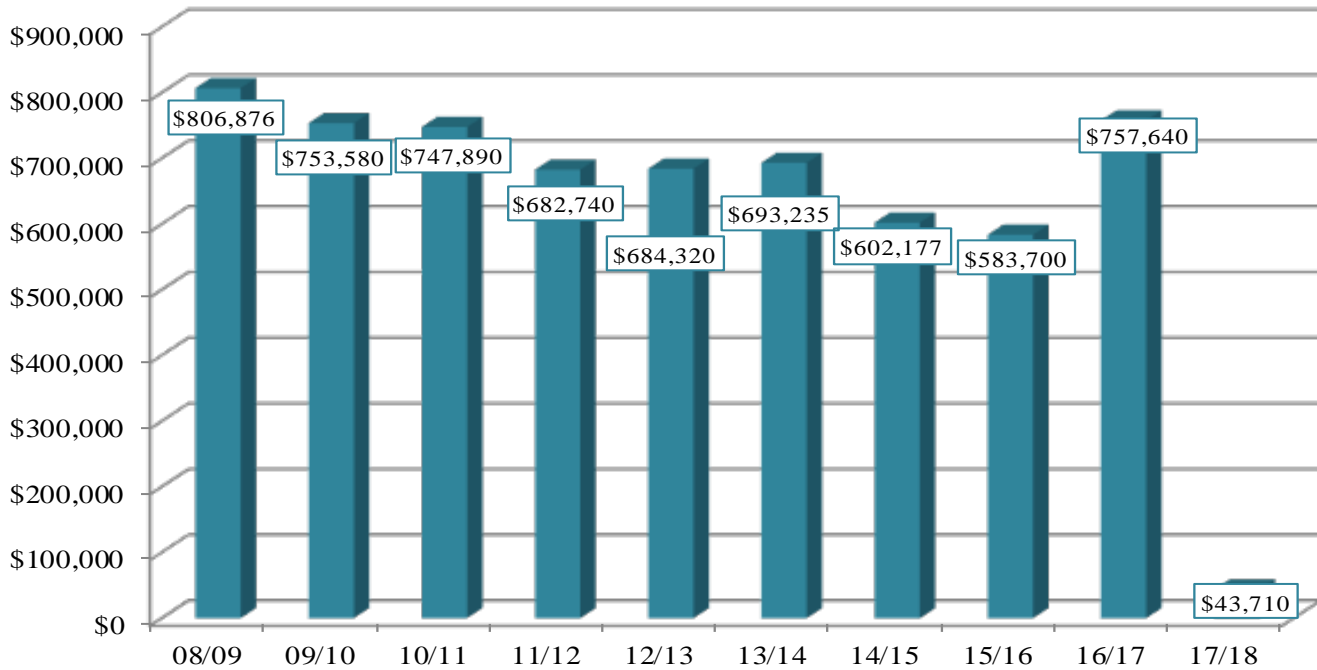
### Water & Wastewater Fund Balance



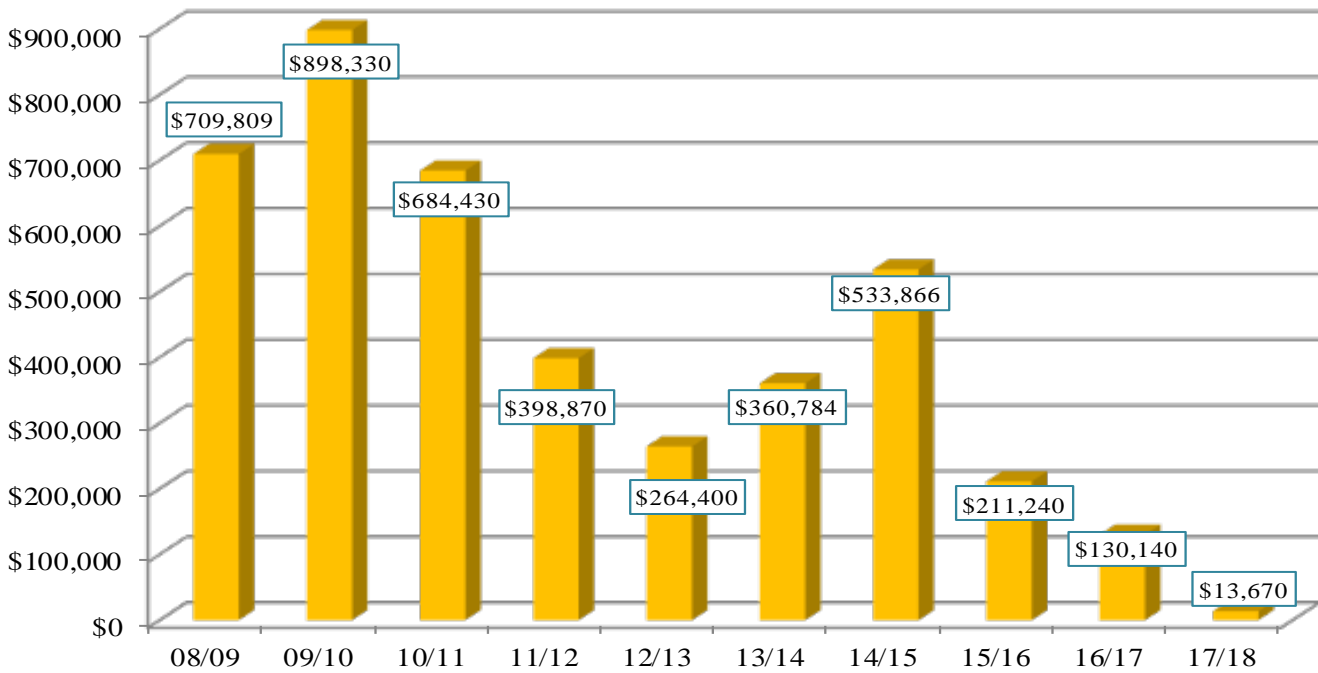
### Sanitation Fund Balance



### Parkland Fund Balance



### Community Redevelopment Agency Fund Balance

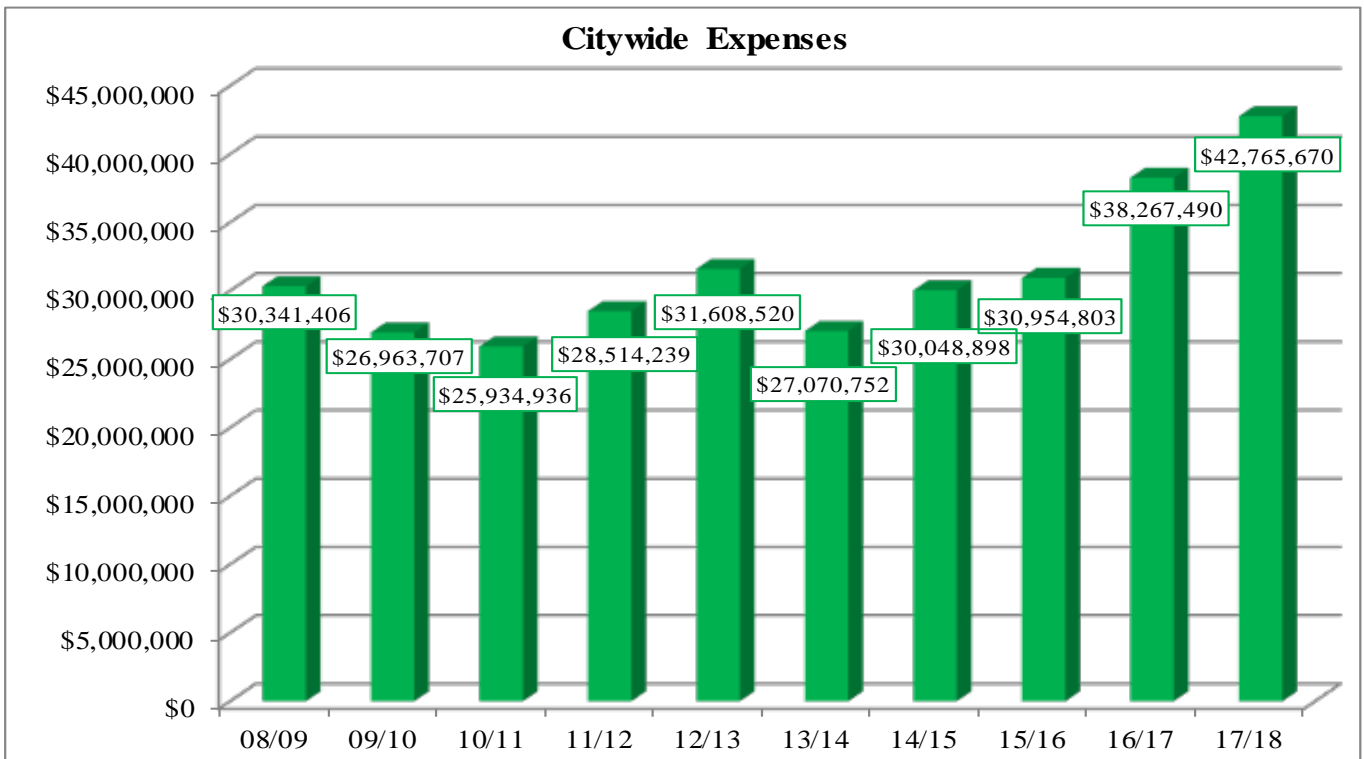
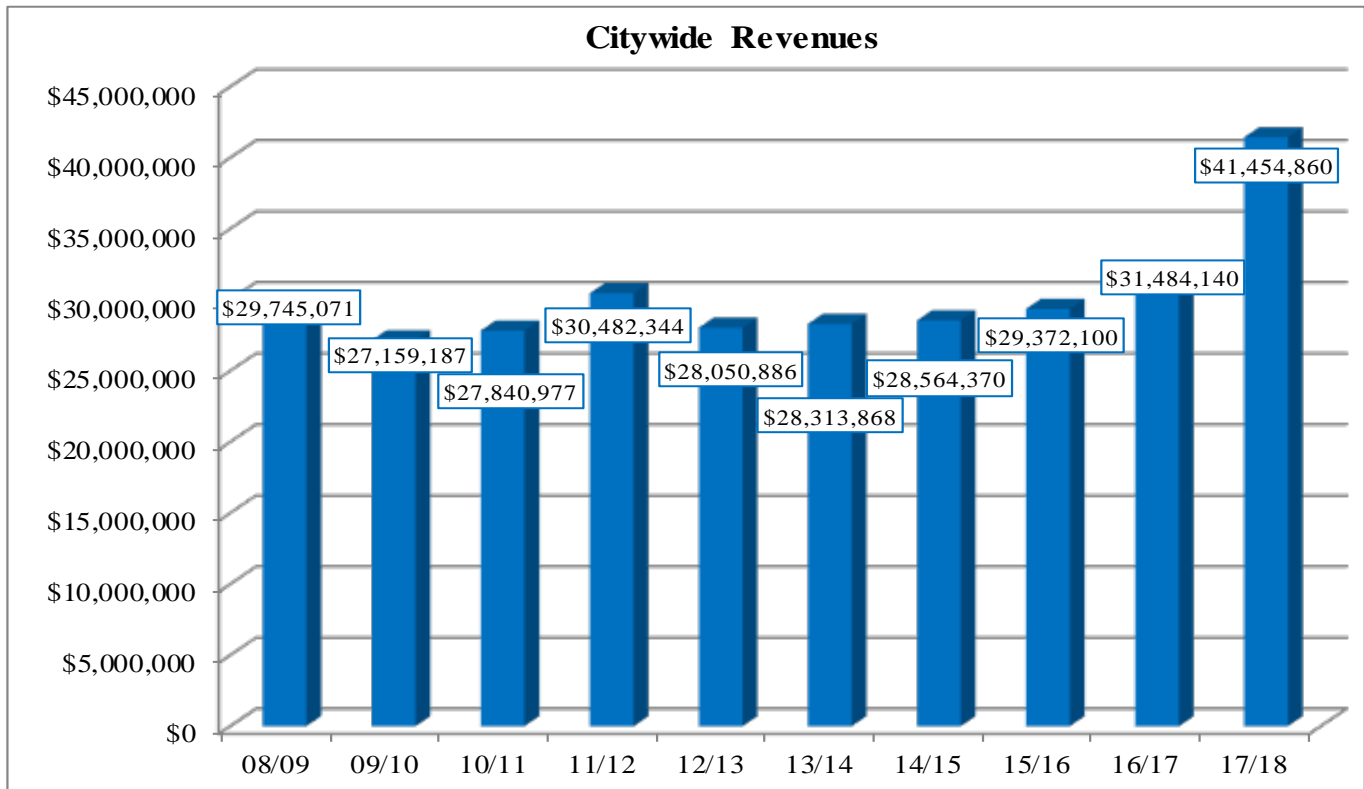


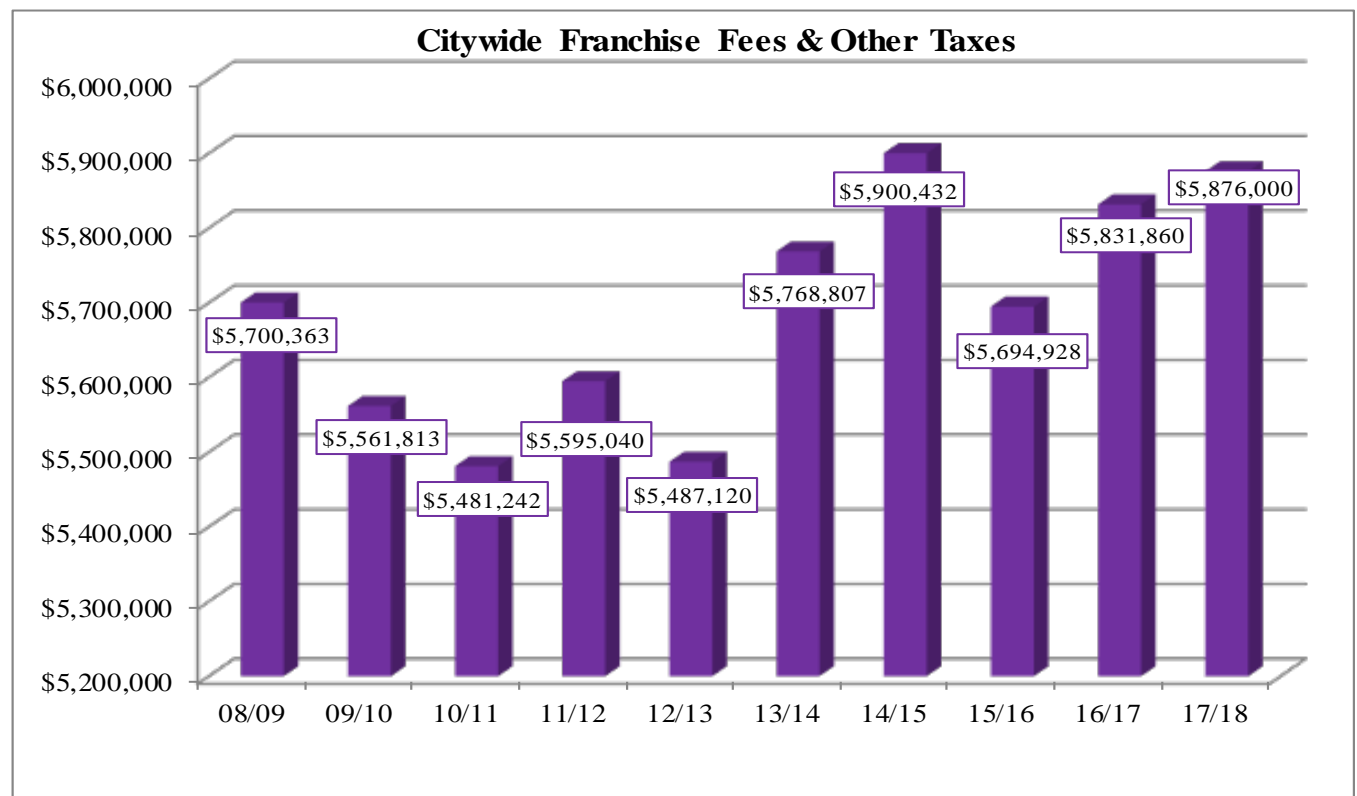
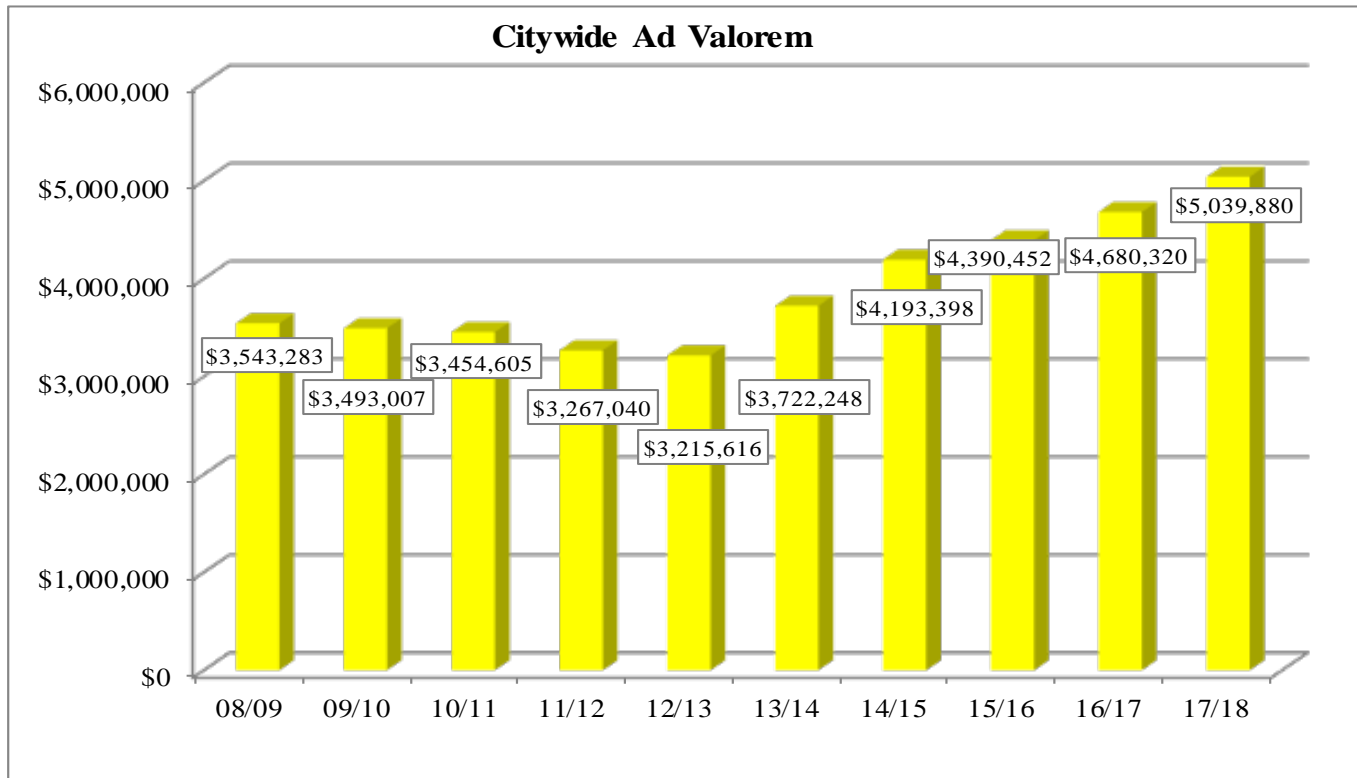
CITY OF SAFETY HARBOR  
ADOPTED FY 2017/2018 BUDGET

**CITYWIDE 10 YEAR REVENUE/EXPENSES**

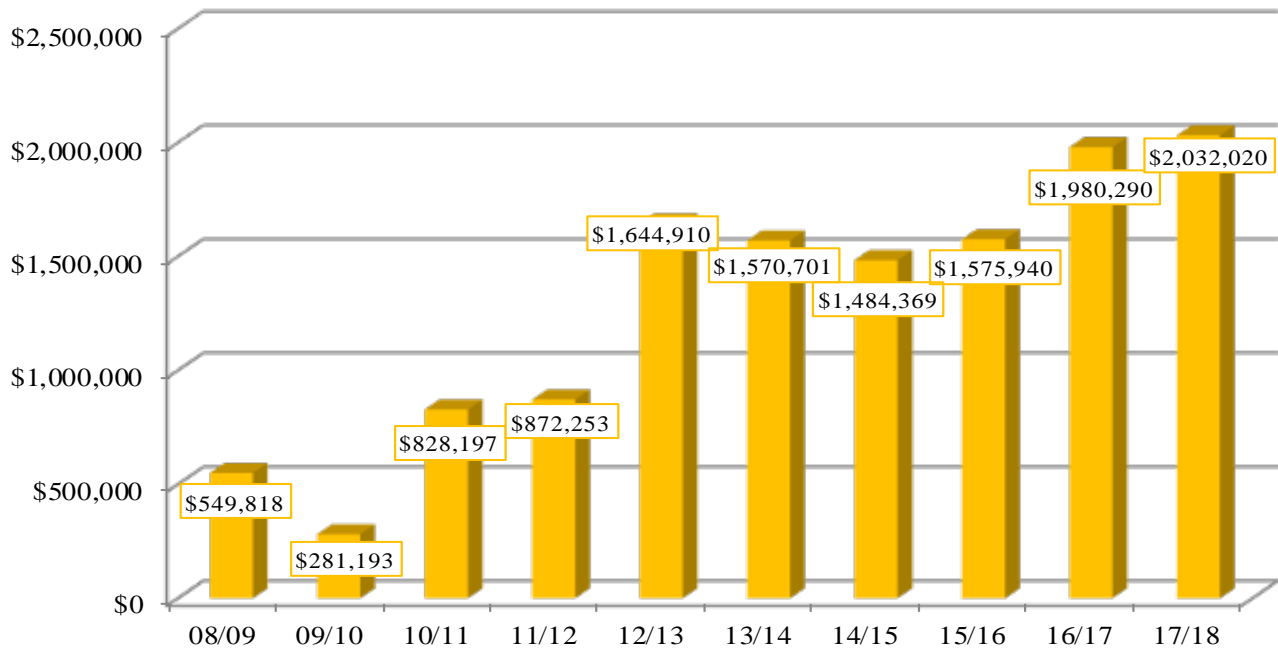
									Estimated	Adopted
	08/09	09/10	10/11	11/12	12/13	13/14	14/15	15/16	16/17	17/18
<b>REVENUES</b>										
Ad Valorem*	\$ 3,543,283	\$ 3,493,007	\$ 3,454,605	\$ 3,267,040	\$ 3,215,616	\$ 3,722,248	\$ 4,193,398	\$ 4,390,452	\$ 4,680,320	\$ 5,039,880
Franchise Fees & Other Taxes	5,700,363	5,561,813	5,481,242	5,595,040	5,487,120	5,768,807	5,900,432	5,694,928	5,831,860	5,876,000
Permits, Fees, Special Assessments	549,818	281,193	828,197	872,253	1,644,910	1,570,701	1,484,369	1,575,940	1,980,290	2,032,020
Intergovernmental	2,951,999	3,015,277	3,129,659	4,009,836	3,448,510	3,221,633	3,099,330	3,374,444	3,469,470	3,526,250
Charges For Services	11,398,661	11,986,398	11,954,476	11,613,411	11,947,190	11,702,717	11,016,447	11,286,600	12,903,360	14,450,650
Fines & Forfeitures	187,954	93,498	127,865	140,659	99,600	31,911	49,232	40,328	46,000	47,200
Indirect Allocation	2,027,904	1,591,710	1,551,760	1,504,630	1,439,810	1,439,810	1,502,220	1,591,610	1,714,370	1,716,400
Miscellaneous	1,628,410	1,136,291	1,313,173	704,475	768,130	856,041	1,318,942	1,417,798	858,470	651,460
Debt Proceeds	1,756,679	-	-	2,775,000	-	-	-	-	-	8,115,000
<b>SUBTOTAL</b>	<b>29,745,071</b>	<b>27,159,187</b>	<b>27,840,977</b>	<b>30,482,344</b>	<b>28,050,886</b>	<b>28,313,868</b>	<b>28,564,370</b>	<b>29,372,100</b>	<b>31,484,140</b>	<b>41,454,860</b>
Interfund Transfers	3,131,262	2,329,933	1,482,711	2,791,025	2,360,340	3,066,230	5,081,440	1,334,760	1,835,190	9,978,620
<b>TOTAL REVENUES</b>	<b>\$ 32,876,333</b>	<b>\$ 29,489,120</b>	<b>\$ 29,323,688</b>	<b>\$ 33,273,369</b>	<b>\$ 30,411,226</b>	<b>\$ 31,380,098</b>	<b>\$ 33,645,810</b>	<b>\$ 30,706,860</b>	<b>\$ 33,319,330</b>	<b>\$ 51,433,480</b>
<b>EXPENDITURES</b>										
General Government	\$ 4,568,427	\$ 4,434,527	\$ 4,746,484	\$ 4,470,621	\$ 4,501,670	3,930,556	3,799,567	3,929,961	5,088,580	4,758,150
Public Safety	5,442,030	5,078,706	5,213,623	5,319,800	6,177,200	5,654,464	5,694,538	5,428,925	5,879,010	5,712,260
Physical Environment	8,841,927	9,275,941	8,577,955	7,085,829	11,275,310	8,229,118	9,987,026	9,610,691	13,977,400	17,987,980
Transportation	2,837,257	2,327,320	1,561,671	1,646,885	1,539,200	1,157,639	1,620,292	1,600,036	1,656,700	2,037,950
Culture/Recreation	5,940,314	3,420,695	3,618,104	6,540,873	3,925,070	3,940,768	4,872,394	6,100,254	6,682,960	7,310,780
Debt Service	657,688	920,501	934,932	915,066	1,588,360	1,125,762	1,110,122	1,082,411	1,626,620	1,627,350
Non-Operating	2,053,763	1,506,017	1,282,167	2,535,165	2,601,710	3,032,445	2,964,959	3,202,525	3,356,220	3,331,200
<b>SUBTOTAL</b>	<b>30,341,406</b>	<b>26,963,707</b>	<b>25,934,936</b>	<b>28,514,239</b>	<b>31,608,520</b>	<b>27,070,752</b>	<b>30,048,898</b>	<b>30,954,803</b>	<b>38,267,490</b>	<b>42,765,670</b>
Interfund Transfers	4,583,934	2,329,933	1,482,711	2,837,751	2,360,340	3,066,230	5,081,440	1,334,760	1,835,190	9,978,620
<b>TOTAL EXPENDITURES</b>	<b>\$ 34,925,340</b>	<b>\$ 29,293,640</b>	<b>\$ 27,417,647</b>	<b>\$ 31,351,990</b>	<b>\$ 33,968,860</b>	<b>\$ 30,136,982</b>	<b>\$ 35,130,338</b>	<b>\$ 32,289,563</b>	<b>\$ 40,102,680</b>	<b>\$ 52,744,290</b>



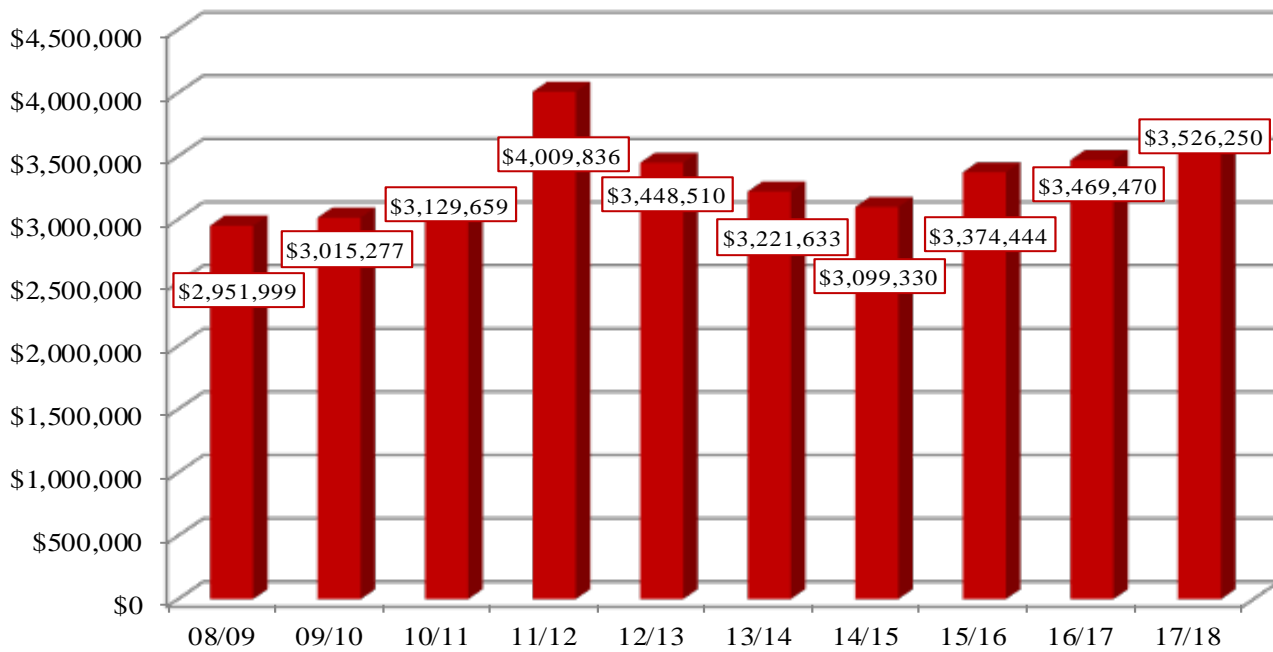




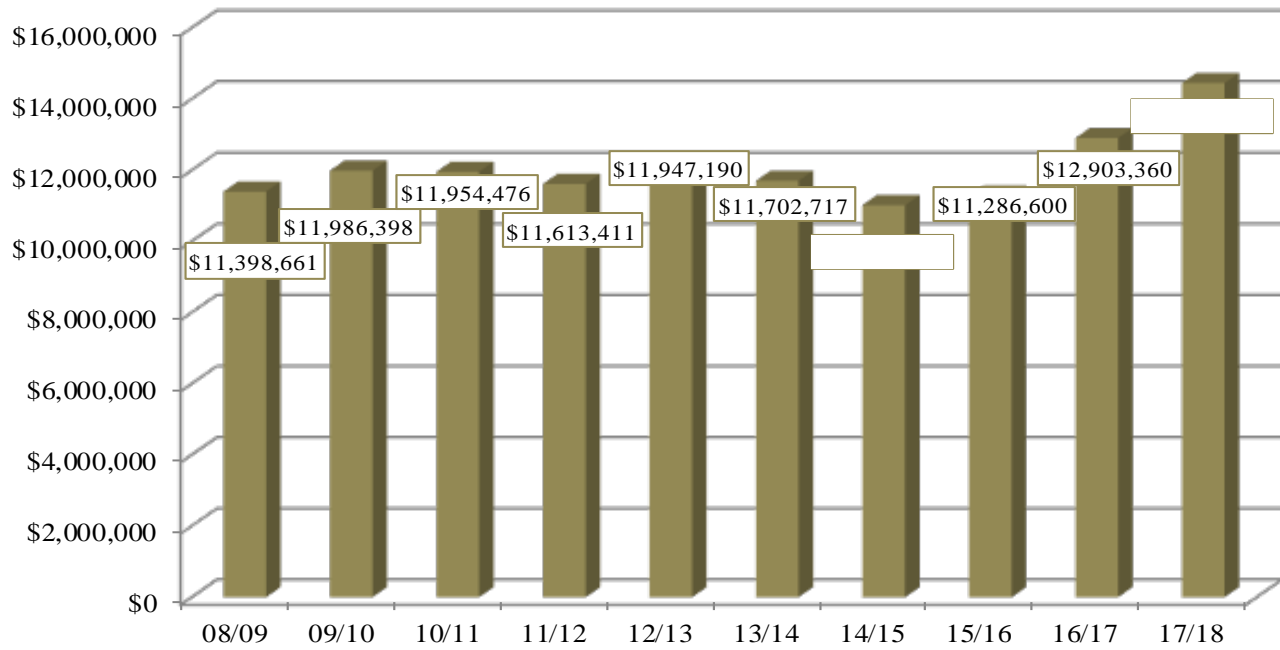
### Citywide Permits, Fees & Special Assessments



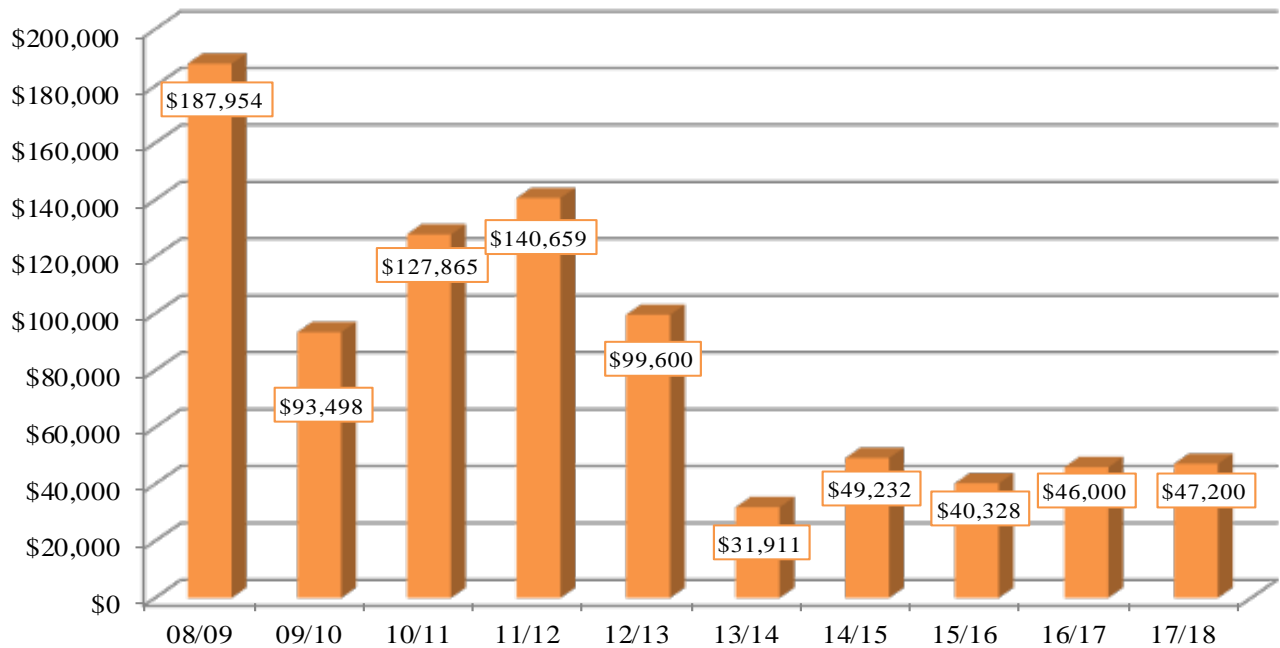
### Citywide Intergovernmental Revenues



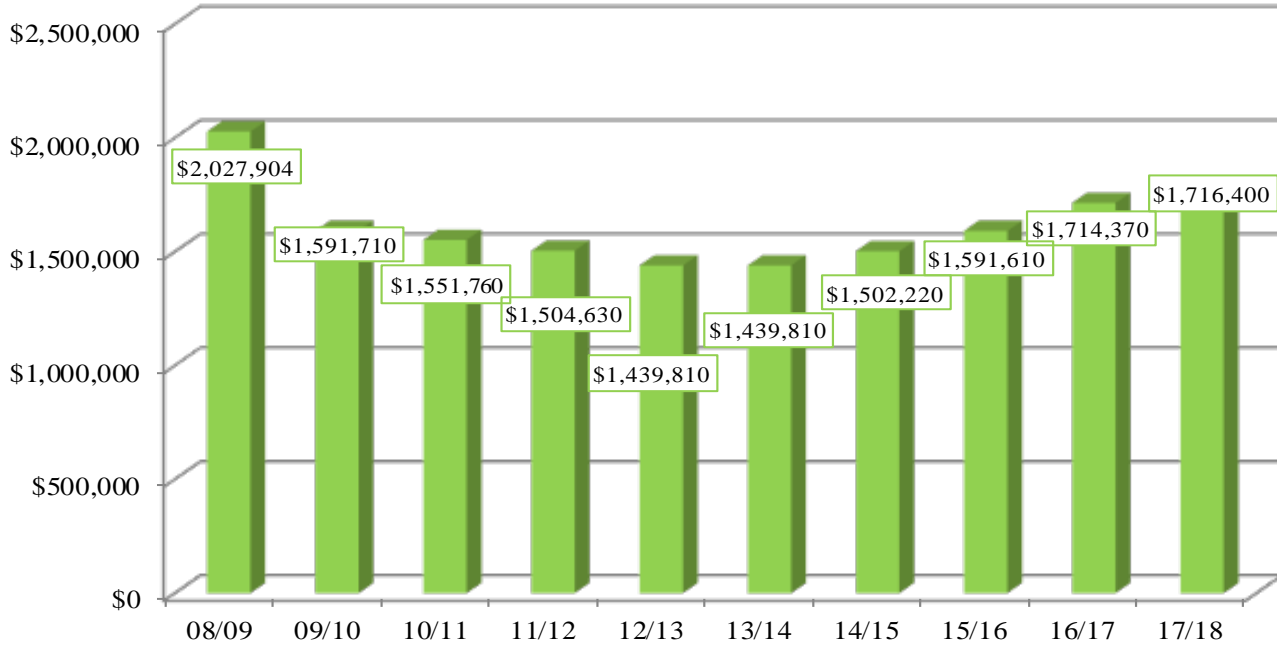
### Citywide Charges for Services



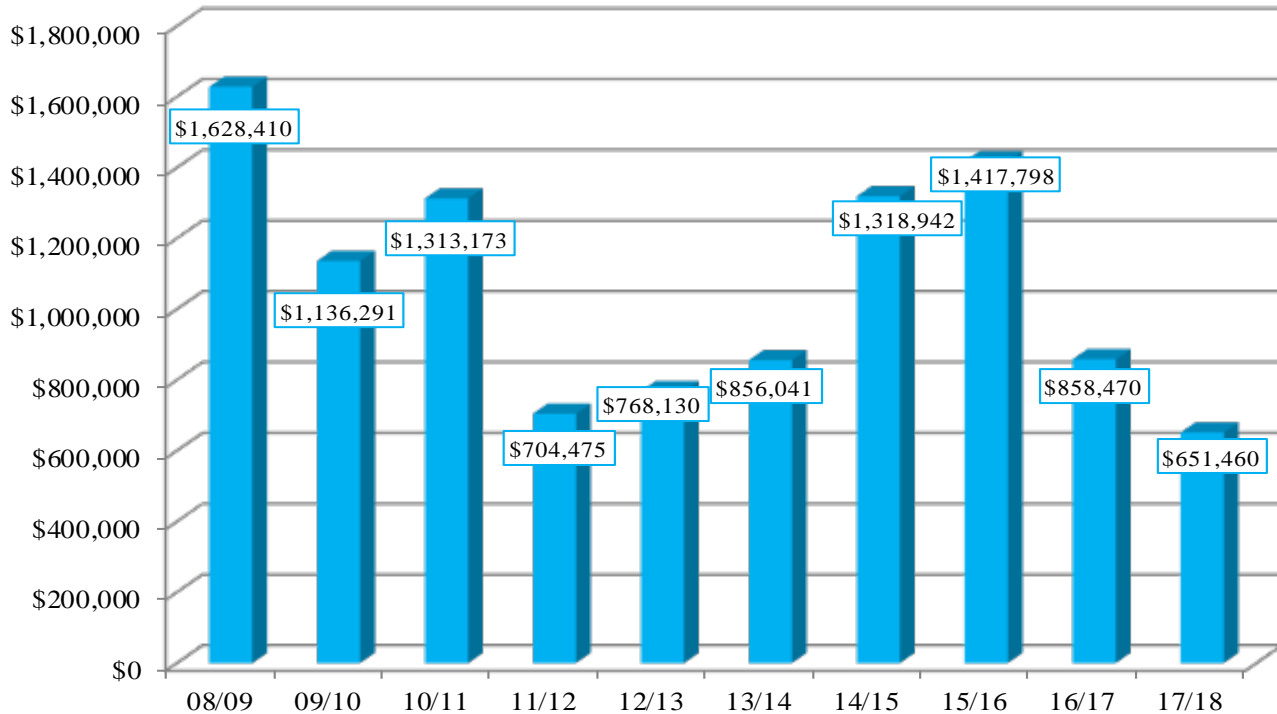
### Citywide Fines & Forfeitures



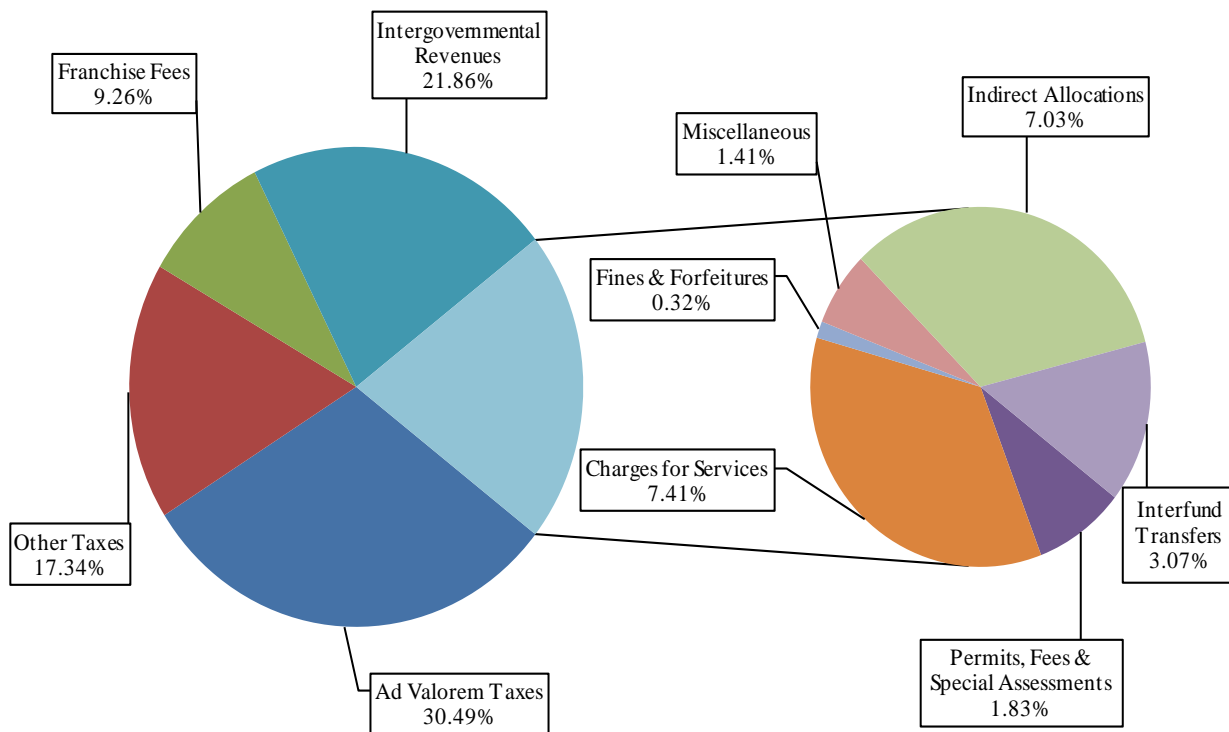
### Citywide Indirect Allocation



### Citywide Miscellaneous



## GENERAL FUND REVENUES BY SOURCE



	Adopted Budget 2017-18		%
Ad Valorem Taxes	\$ 4,546,090		30.49%
Other Taxes	2,584,800		17.34%
Franchise Fees	1,380,200		9.26%
Permits, Fees & Special Assessments	272,500		1.83%
Intergovernmental Revenues	3,258,480		21.86%
Charges for Services	1,105,170		7.41%
Fines & Forfeitures	47,200		0.32%
Miscellaneous	210,020		1.41%
Indirect Allocations	1,047,810		7.03%
Interfund Transfers	457,000		3.07%
<b>GENERAL FUND REVENUES</b>	<b>\$ 14,909,270</b>		<b>100.00%</b>

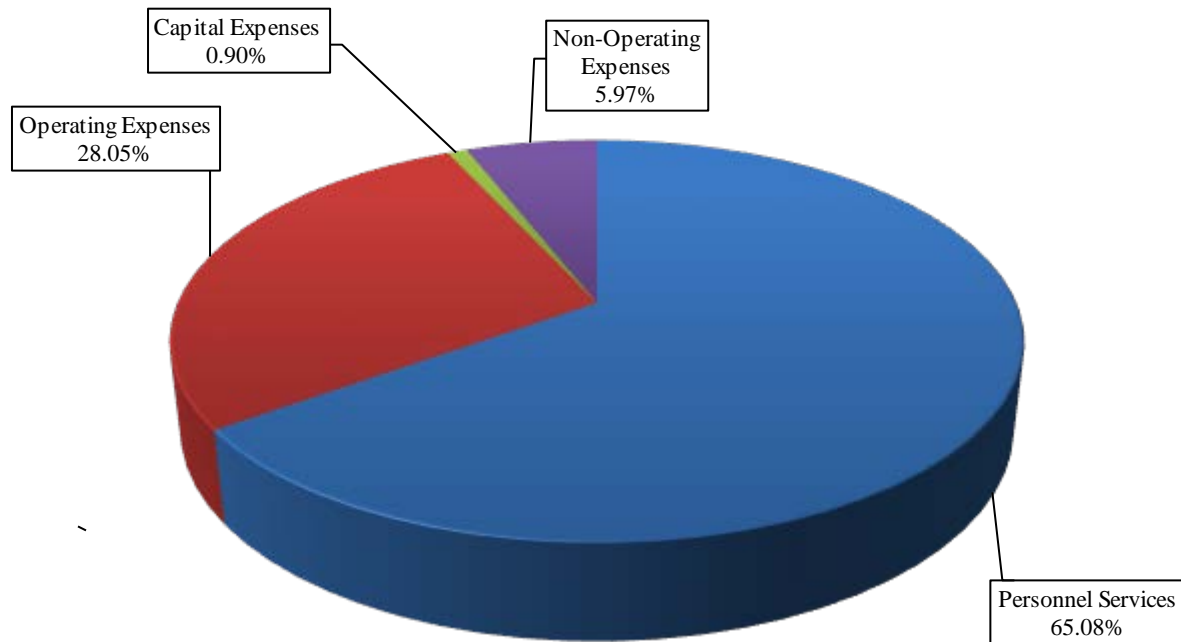
**GENERAL FUND REVENUES BY SOURCE  
FISCAL YEAR COMPARISON**

	<b>Estimated Year End 2016-17</b>	<b>Adopted Budget 2017-18</b>	<b>FY 2017-18 Over (Under) FY 2016-17 Estimated</b>	<b>% Change FY 2017-18 Over (Under) FY 2016-17 Estimate</b>
Ad Valorem Taxes	\$ 4,247,430	\$ 4,546,090	\$ 298,660	7.03%
Other Taxes	2,616,660	2,584,800	(31,860)	-1.22%
Franchise Fees	1,367,200	1,380,200	13,000	0.95%
Permits, Fees & Special Assessments	259,500	272,500	13,000	5.01%
Intergovernmental Revenues	3,021,900	3,258,480	236,580	7.83%
Charges for Services	1,050,860	1,105,170	54,310	5.17%
Fines & Forfeitures	46,000	47,200	1,200	2.61%
Miscellaneous	220,520	210,020	(10,500)	-4.76%
Indirect Allocations	1,045,780	1,047,810	2,030	0.19%
<b>GENERAL FUND REVENUES</b>	<b>13,875,850</b>	<b>14,452,270</b>	<b>576,420</b>	<b>4.15%</b>
Interfund Transfers	257,000	457,000	200,000	77.82%
<b>TOTAL REVENUES &amp; TRANSFERS</b>	<b>14,132,850</b>	<b>14,909,270</b>	<b>776,420</b>	<b>5.49%</b>
Fund Balance Carryforward	8,372,030	7,627,780	(744,250)	-8.89%
<b>TOTAL REVENUES/TRANSFERS/FUND BALANCE</b>	<b>\$ 22,504,880</b>	<b>\$ 22,537,050</b>	<b>\$ 32,170</b>	<b>0.14%</b>

**GENERAL FUND EXPENDITURES BY TYPE  
FISCAL YEAR COMPARISON**

	<b>Estimated Year End 2016-17</b>	<b>Adopted Budget 2017-18</b>	<b>FY 2017-18 Over (Under) FY 2016-17 Estimated</b>	<b>% Change FY 2017-18 Over (Under) FY 2016-17 Estimate</b>
General Government	\$ 2,480,360	\$ 2,530,400	\$ 50,040	2.02%
Public Safety	5,605,310	5,704,760	99,450	1.77%
Physical Environment	453,810	460,390	6,580	1.45%
Transportation	818,680	834,620	15,940	1.95%
Culture and Recreation	4,630,500	4,979,470	348,970	7.54%
Non-Operating Expenses	389,450	328,590	(60,860)	-15.63%
<b>GENERAL FUND EXPENDITURES</b>	<b>14,378,110</b>	<b>14,838,230</b>	<b>460,120</b>	<b>3.20%</b>
Interfund Transfers	498,990	207,650	(291,340)	-58.39%
<b>TOTAL EXPENDITURES &amp; TRANSFERS</b>	<b>14,877,100</b>	<b>15,045,880</b>	<b>168,780</b>	<b>1.13%</b>
Fund Balance	7,627,780	7,491,170	(136,610)	-1.79%
<b>TOTAL EXPENDITURES/TRANSFERS/FUND BALANCE</b>	<b>\$ 22,504,880</b>	<b>\$ 22,537,050</b>	<b>\$ 32,170</b>	<b>0.14%</b>

**GENERAL FUND  
EXPENDITURES BY OBJECT**



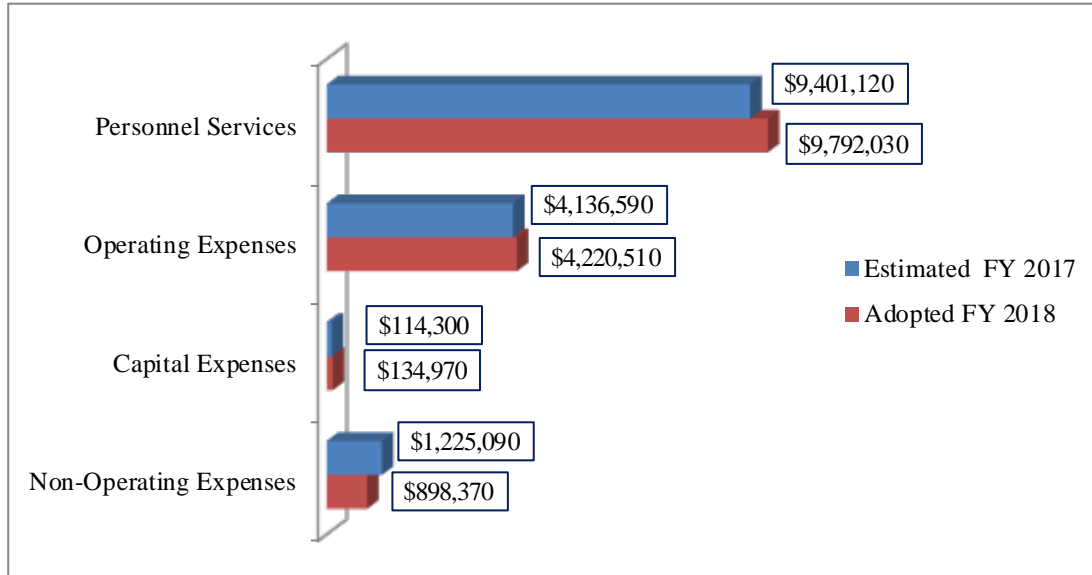
	Adopted Budget	
	2017-18	%
Personnel Services	\$ 9,792,030	65.08%
Operating Expenses	4,220,510	28.05%
Capital Expenses	134,970	0.90%
Non-Operating Expenses	898,370	5.97%
<b>Total Expenditures</b>	<b>15,045,880</b>	<b>100.00%</b>
Fund Balance	7,491,170	
<b>Total Expenditures &amp; Reserves</b>	<b>\$ 22,537,050</b>	



**GENERAL FUND EXPENDITURES BY DEPT & OBJECT**

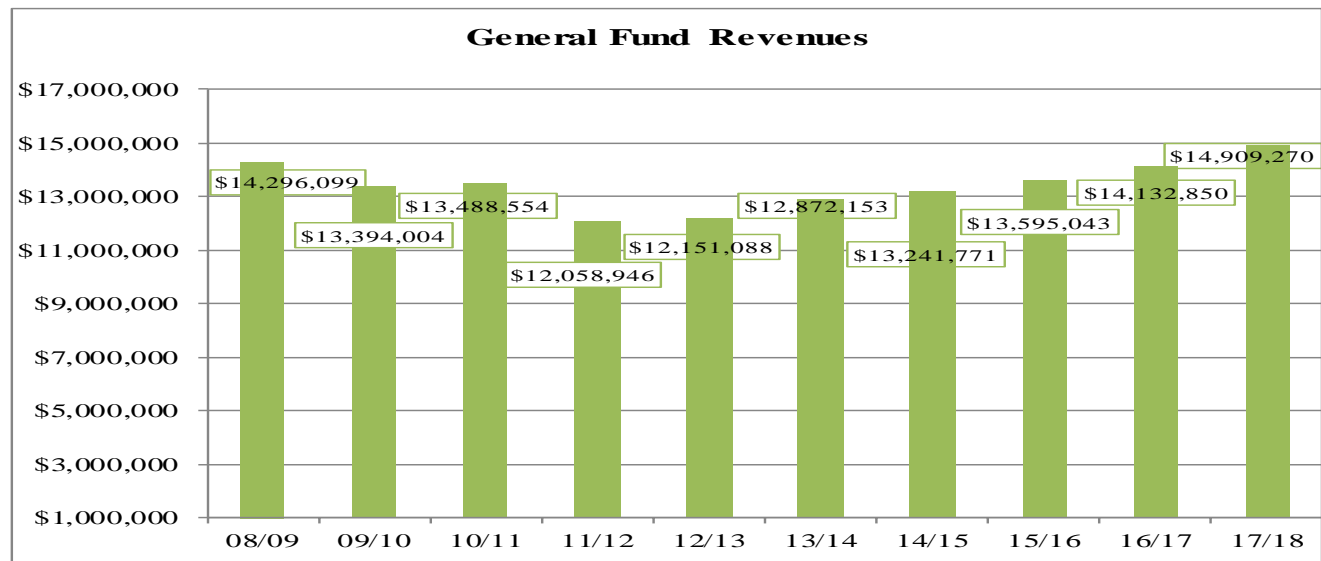
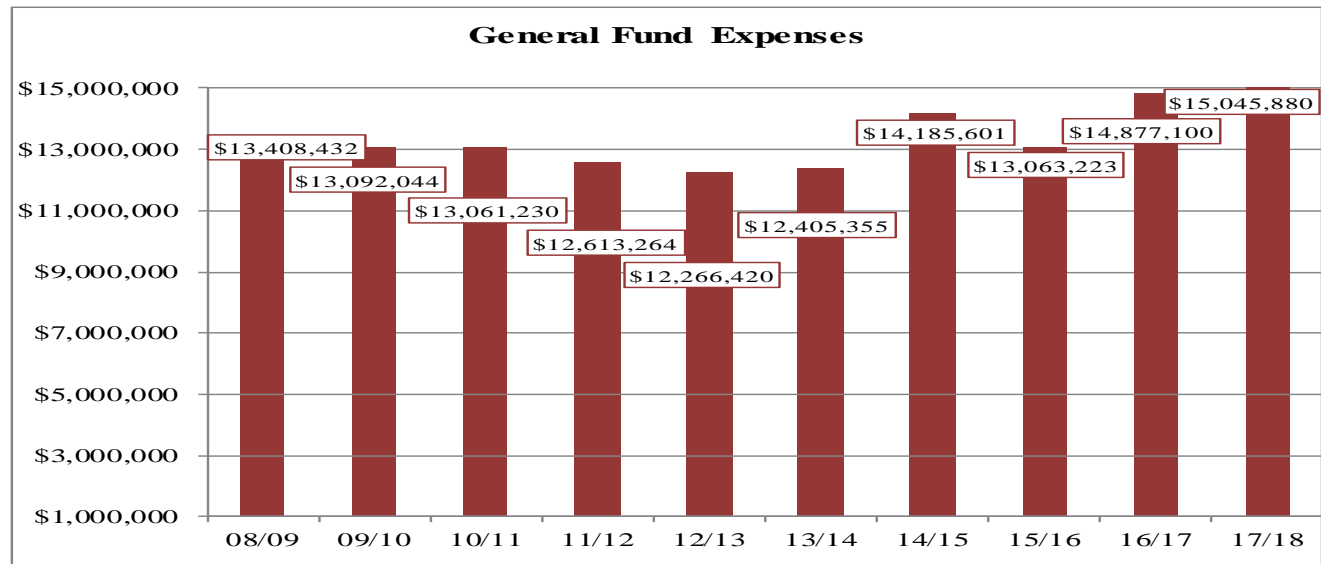
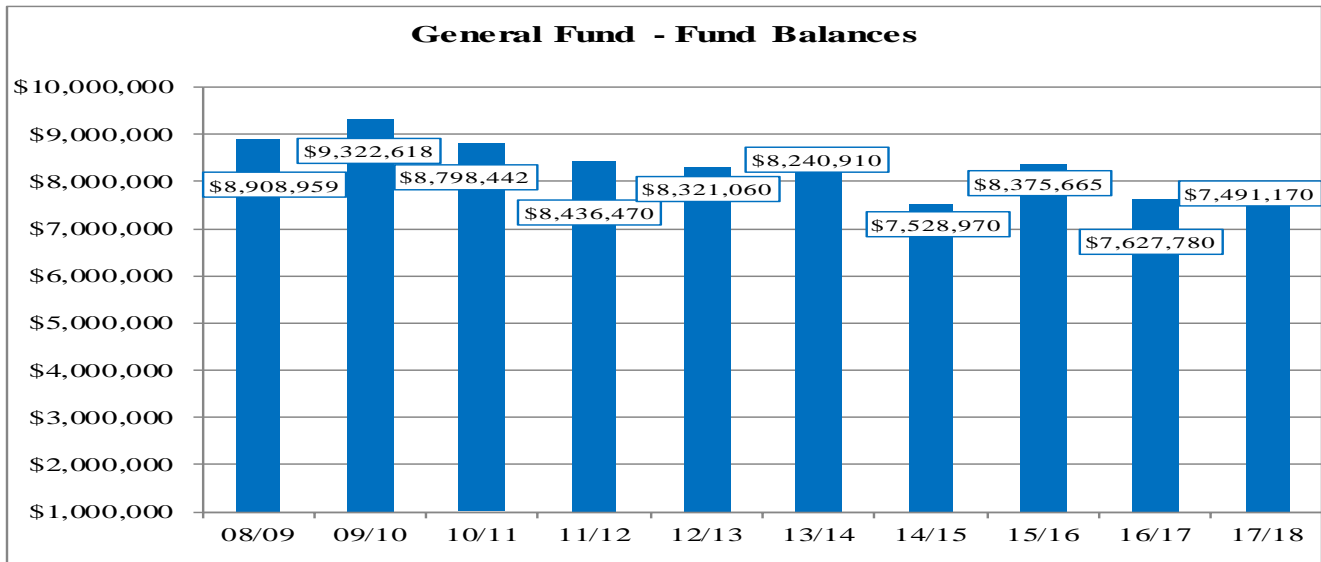
<b>Department</b>	<b>Personnel Services</b>	<b>Operating Expenses</b>	<b>Capital</b>	<b>Non- Operating</b>	<b>Total Expenses</b>	<b>As a % of Total GF Expenditures</b>
City Commission	\$ 28,530	\$ 49,310	\$ 12,120	\$ 80,000	\$ 169,960	1.13%
City Manager	203,790	6,250	-	-	210,040	1.40%
City Clerk	104,620	44,990	-	-	149,610	0.99%
Human Resources	182,010	34,050	-	-	216,060	1.44%
Finance	261,660	13,880	-	-	275,540	1.83%
Planning	309,860	46,330	-	-	356,190	2.37%
City Attorney	-	147,950	-	-	147,950	0.98%
Elections	-	25,780	-	-	25,780	0.17%
General Government	39,650	252,950	-	-	292,600	1.94%
Law Enforcement	-	1,315,610	-	-	1,315,610	8.74%
Fire	3,580,730	340,550	-	63,030	3,984,310	26.48%
Building	369,370	35,470	-	-	404,840	2.69%
Engineering	429,520	30,870	-	-	460,390	3.06%
Streets	660,720	173,900	-	-	834,620	5.55%
Fleet Maintenance	182,540	74,580	-	-	257,120	1.71%
Building Maintenance	366,360	63,190	-	-	429,550	2.85%
Main St.	-	148,850	-	-	148,850	0.99%
Library	920,310	245,560	91,350	219,100	1,476,320	9.81%
Recreation	1,421,620	674,750	31,500	-	2,127,870	14.14%
Parks	730,740	495,690	-	-	1,226,430	8.15%
Other	-	-	-	536,240	536,240	3.56%
<b>TOTAL EXPENDITURES</b>	<b>\$ 9,792,030</b>	<b>\$ 4,220,510</b>	<b>\$ 134,970</b>	<b>\$ 898,370</b>	<b>\$ 15,045,880</b>	<b>100.00%</b>

**GENERAL FUND EXPENDITURES BY OBJECT FISCAL YEAR COMPARISON**



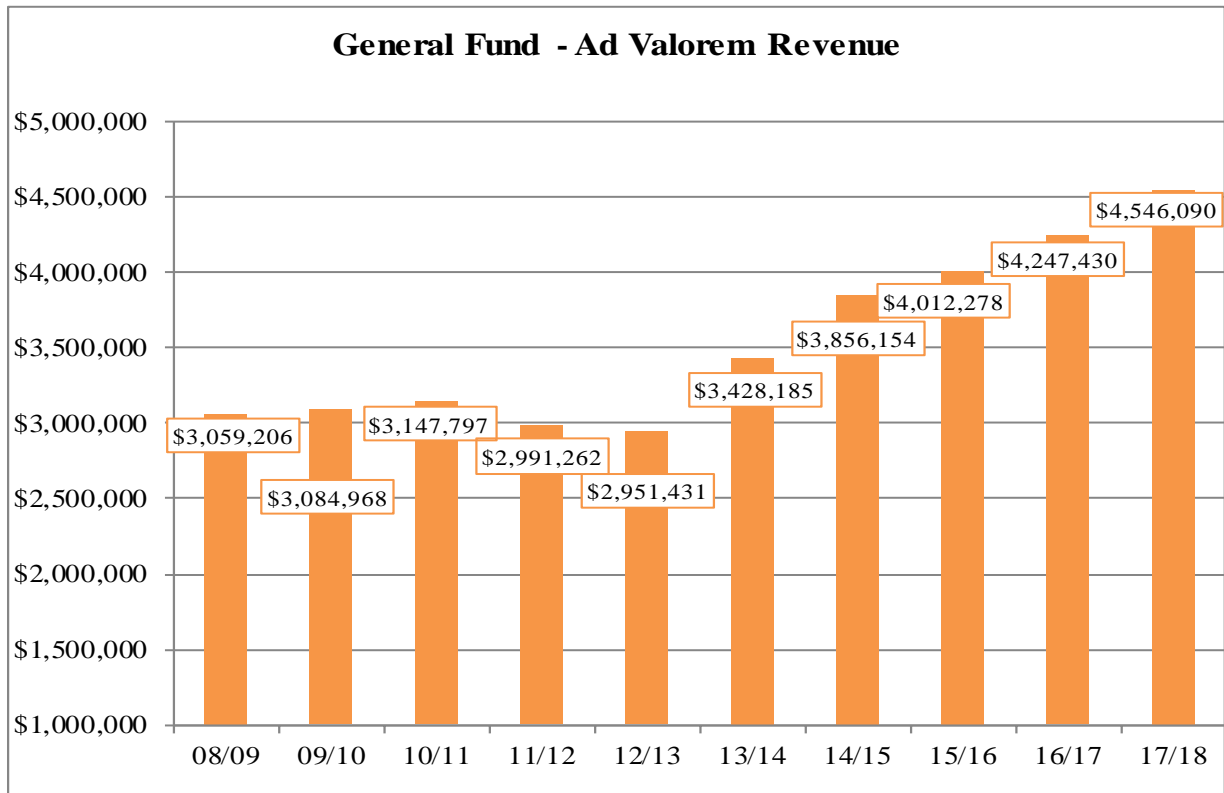
	Estimated Year End 2016-17	Adopted Budget 2017-18	FY 2017-18 Over (Under) FY 2016-17 Estimated	% Change FY 2017-18 Over (Under) FY 2016-17 Estimate
Personnel Services	\$ 9,401,120	\$ 9,792,030	\$ 390,910	4.16%
Operating Expenses	4,136,590	4,220,510	83,920	2.03%
Capital Expenses	114,300	134,970	20,670	18.08%
Non-Operating Expenses	1,225,090	898,370	(326,720)	-26.67%
<b>TOTAL EXPENDITURES</b>	<b>\$14,877,100</b>	<b>\$15,045,880</b>	<b>\$ 168,780</b>	<b>1.13%</b>

CITY OF SAFETY HARBOR  
ADOPTED FY 2017/2018 BUDGET



## General Fund Major Revenue Sources

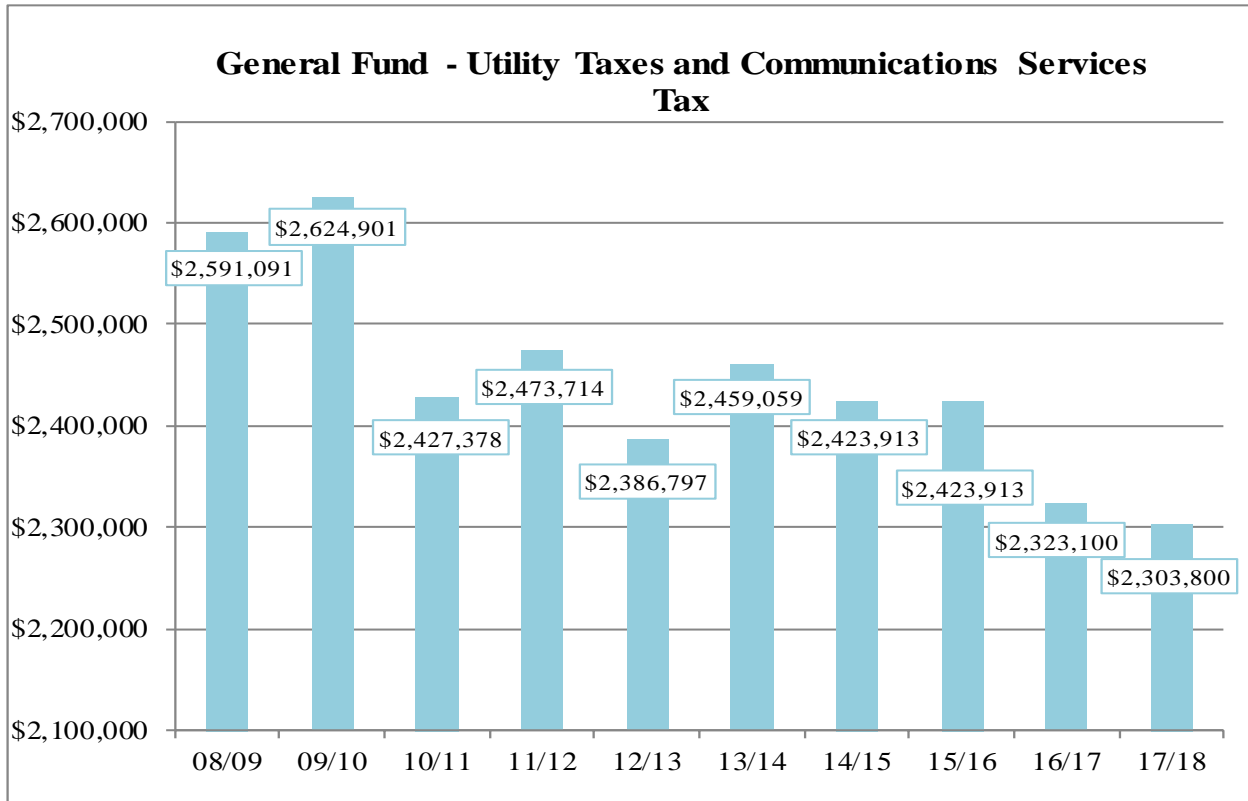
The General Fund is the chief operating fund of the City. Most General Fund revenues are derived from property taxes, utility taxes, franchise fees and State shared revenues. The following graphs represent the major revenue sources in the General Fund.



Under Florida Law, the assessment of all properties and the collection of all City property taxes are consolidated in the offices of the Pinellas County Property Appraiser and the Pinellas County Tax Collector. State laws regulating tax assessments are also designed to assure a consistent property valuation method statewide. Florida Statute, Section 200.081, limits ad valorem taxes against real properties and tangible personal property to 10 mills, except for voted levies. The tax levy of the City is established by the City Commission prior to October 1 of each year. The Pinellas County Property Appraiser incorporates the millage into the total tax levy, which includes the tax requirements of the municipalities, independent districts, and the Pinellas County School Board.

For fiscal year 2018, the City's gross taxable value of \$1,211,481,225 increased by \$80,385,325, or 7.11% from the prior year's final gross taxable value. The proposed millage rate of 3.9500 mills per \$1,000 assessed property value will generate \$4,546,090 in ad valorem revenue. This is an increase of \$301,690 or 7.11% over fiscal year 2017. The proposed millage is unchanged from the previous year. Ad valorem revenue is assumed to be 95 percent of taxes levied.

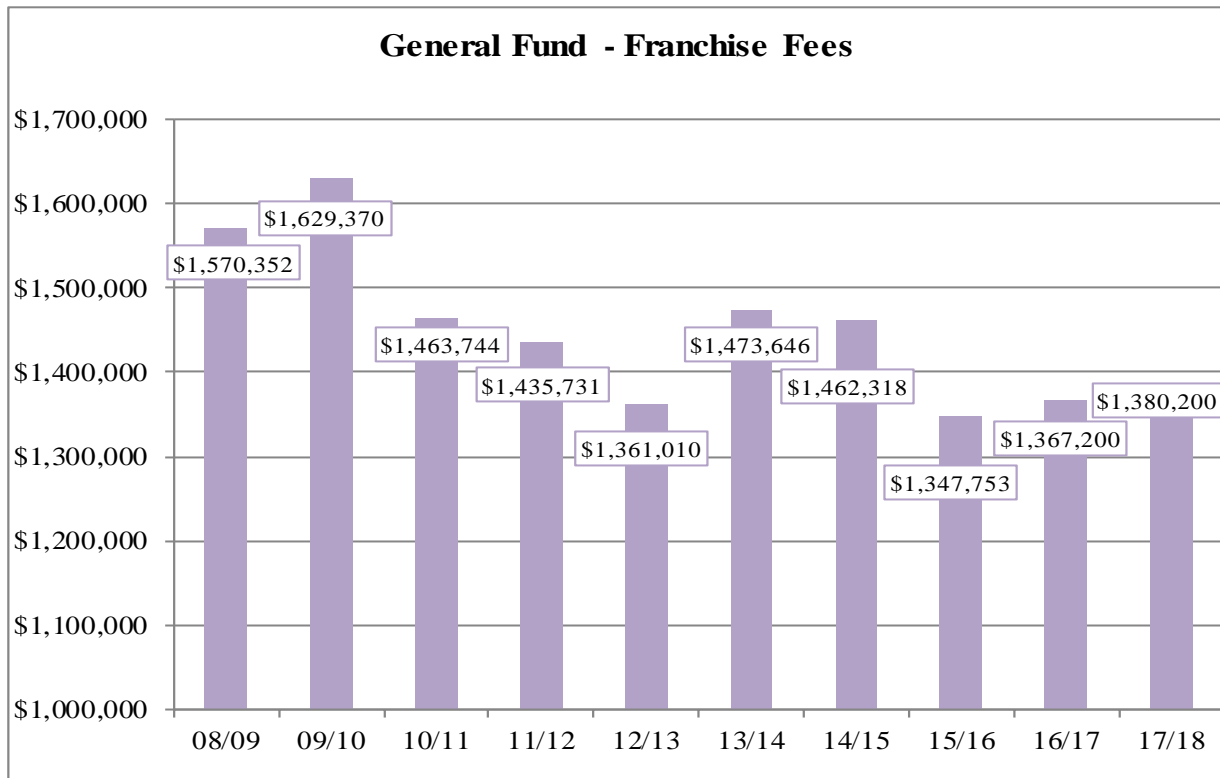
Ad valorem revenue represents approximately 30.49% of total General Fund revenues.



Utility tax revenues are derived from taxes levied on the purchase of electricity, fuel oil, natural gas and propane gas within City limits. Per Florida Statute, Section 166.231, the utility tax on electricity, natural gas and liquid propane is limited to 10% of gross receipts. Fuel oil purchases are taxed at 4 cents per gallon. Collections from these utility taxes are estimated at \$1,557,800 for fiscal year 2018. These estimates are based on known or approved rate adjustments by the public utility companies. In addition, these revenues are estimated based on prior and current year revenues received by the City.

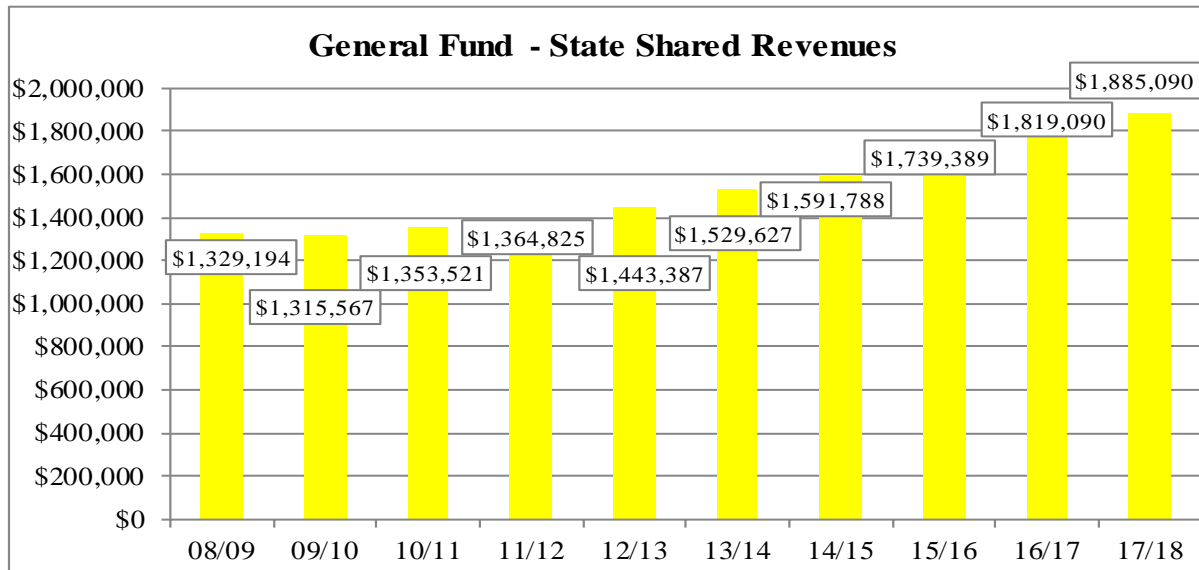
Utility taxes also include Telecommunications tax. The Communications Services Tax was enacted to restructure taxes on telecommunications, cable, direct-to-home satellite and related services that existed prior to October 1, 2001. The tax is imposed on retail sales of communication services at a rate of 6.52%. The Florida Legislature and Governor lowered the tax in the 2015 session by 1.73%, to 4.79% (a 26.5% decrease), although local government revenues are intended to remain at current levels. Revenue estimates are based on expected growth, historical trends and estimates provided by the Florida Department of Revenue. Collections from Communication Service Taxes are estimated at \$746,000 for fiscal year 2018.

Utility tax and telecommunications tax revenues represent approximately 15.45% of total General Fund revenues.



The City collects a franchise fee of 6% of gross receipts levied on a business in exchange for the purpose of operating a franchise for an electric power plant (Duke Energy) or a gas system (Clearwater Gas). Collections from electric franchise fees and gas franchise fees are estimated at \$1,309,100 and \$71,100, respectively, for fiscal year 2018. These estimates are based on known or approved rate adjustments by the public utility companies. In addition, these revenues are estimated based on prior and current year revenues received by the City.

Franchise fee revenues represent approximately 9.26% of total General Fund revenues.



The City receives revenues from the State of Florida from the following sources: Municipal Revenue Sharing; Mobile Home License Tax; Alcoholic Beverage License Tax; Half-Cent Sales Tax and Firefighters' Supplemental Compensation Insurance. The State determines the distribution to the local governments based upon tax collections, population and local ability to raise revenue.

**Municipal Revenue Sharing** - The Florida Revenue Sharing Act of 1972 was adopted by the Legislature to ensure a minimum level of revenue parity across units of local government. The program is funded with revenues received from the sales and use tax collections, state alternative fuel user decal fee collections and net collections from the one-cent municipal fuel tax. Per Florida Statute, Section 218.245, these revenues are distributed to eligible municipalities that meet strict eligibility requirements. Per Florida Statute, Section 206.605, municipalities are required to expend the portion of funds derived from the One-Cent Municipal Fuel Tax for transportation-related expenditures.

**Mobile Home License Tax** - The State levies a mobile home license tax ranging from \$20 to \$80 per single wide unit, based on the length of the mobile home, and is collected in lieu of ad valorem taxes. Per Florida Statute, Section 320.081, the first \$1.50 of each license is paid to the State General Fund, with the remainder divided equally between the County School Board and the City.

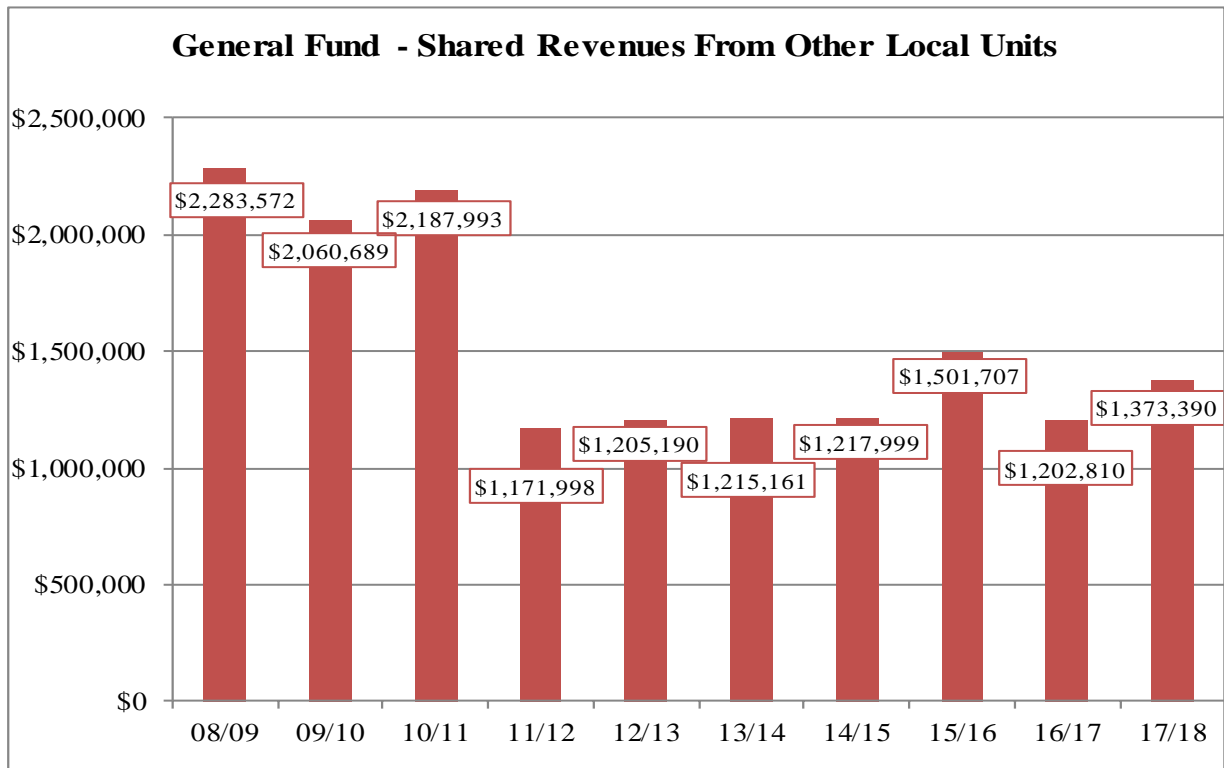
**Alcoholic Beverage License Tax** - Per Florida Statute, Section 561.342, 38% of the eligible taxes collected within the city of the annual state license tax levied on manufacturers, distributors, vendors, brokers, sales agents and importers of alcoholic beverages is shared with the city.

**Local Government Half-Cent Sales Tax** - The Local Government Half-Cent Sales Tax Program returns to cities and counties 9.88% of sales tax proceeds remitted to the State of Florida from the Local Government Half-Cent Sales Tax Clearing Trust Fund. Per Florida Statute, Section 218.62, the proportion for each municipal government is computed by dividing the population of that municipality by the sum of the total county population plus two-thirds of the unincorporated area population.

**Firefighters' Supplemental Compensation Insurance** - The Firefighters' Supplemental Compensation Program was established for firefighters who complete certain fire-related educational programs. Per Florida Statute, Section 633.382, any municipality employing firefighters shall be paid supplemental compensation based on the following criteria: 1) \$50 shall be paid monthly to each firefighter who receives an associate degree from a college, which degree is applicable to fire department duties, and 2) \$100 shall be paid monthly to each firefighter who receives a bachelor's degree, applicable to fire department duties, from an accredited college or university.

Revenue estimates are based on historical trends and expected growth. Collections from State Shared Revenues for fiscal year 2018 are estimated at \$1,885,090.

State shared revenues represent approximately 12.64% of total General Fund revenues.



The City receives revenues from Pinellas County based on interlocal agreements and state law requirements for Emergency Medical Services, Fire Services and Library Services. Collections from the County for these services are estimated to be \$1,373,390 for fiscal year 2018.

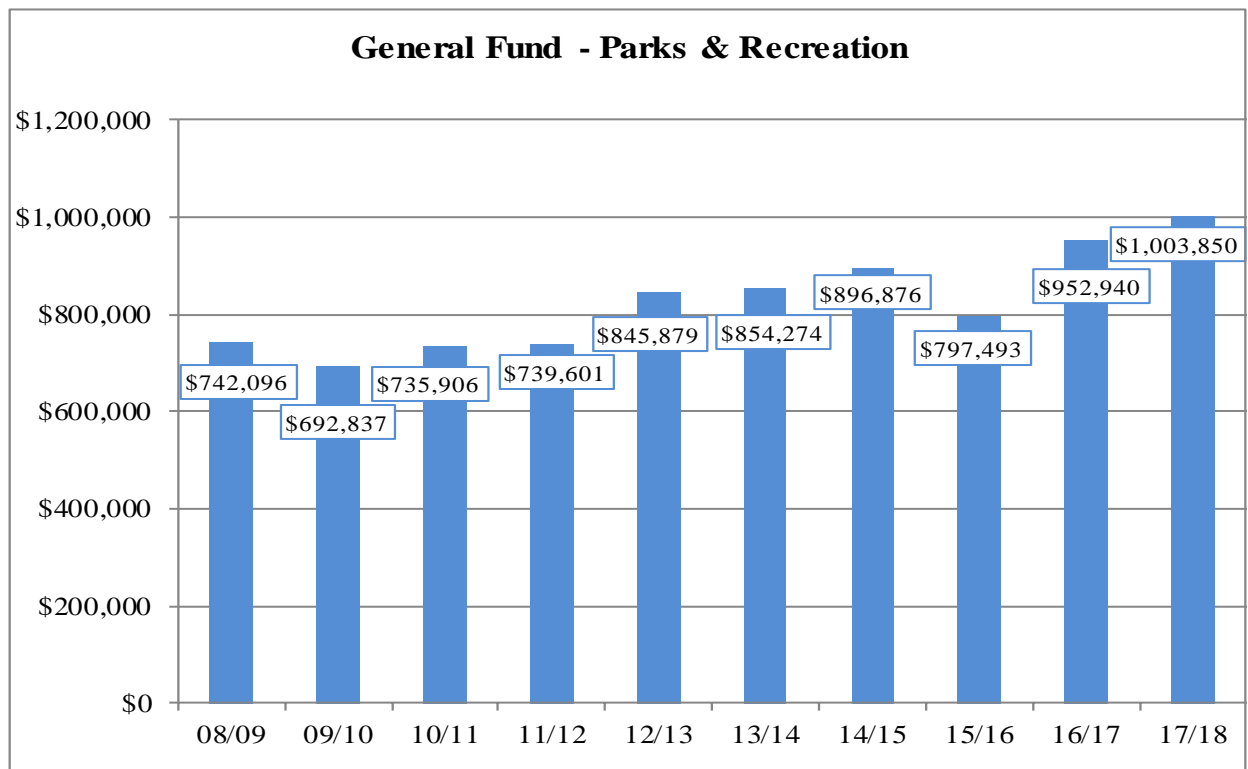
**Emergency Medical Services (EMS) Tax** - The County levies a special County-wide EMS property tax. The City then provides Advanced Life Support (ALS) under contract with the Pinellas Emergency Medical Services Authority. For fiscal year 2018, the City expects to receive \$991,020 from Pinellas County for this service.

**Safety Harbor Fire District Tax** - The City provides fire protection services within a fire district established by Pinellas County. Within the unincorporated portion of the fire district, the County levies a fire district property tax, the proceeds from which are remitted to the City in return for the provision of fire services. Currently, the Fire District Tax provides approximately 5.64% of the portion of the Fire Department budget not supported by EMS funding. For fiscal year 2018, the City expects to receive \$189,000 from Pinellas County for this service.

**Library Cooperative Tax** - The City is a member of the Pinellas Public Library Cooperative (PPLC), which provides the City a portion of County ad valorem taxes. Municipal libraries provide services free of charge to residents of the unincorporated County and participating municipalities in return for this funding. The ability of the Cooperative to fund core services enhances the quality of library services County-wide and allows libraries to leverage their local dollars to their best possible use. For fiscal year 2018, the City expects to receive \$193,370 from the PPLC.

Shared revenues from other local units represent approximately 9.21% of total General Fund revenues.

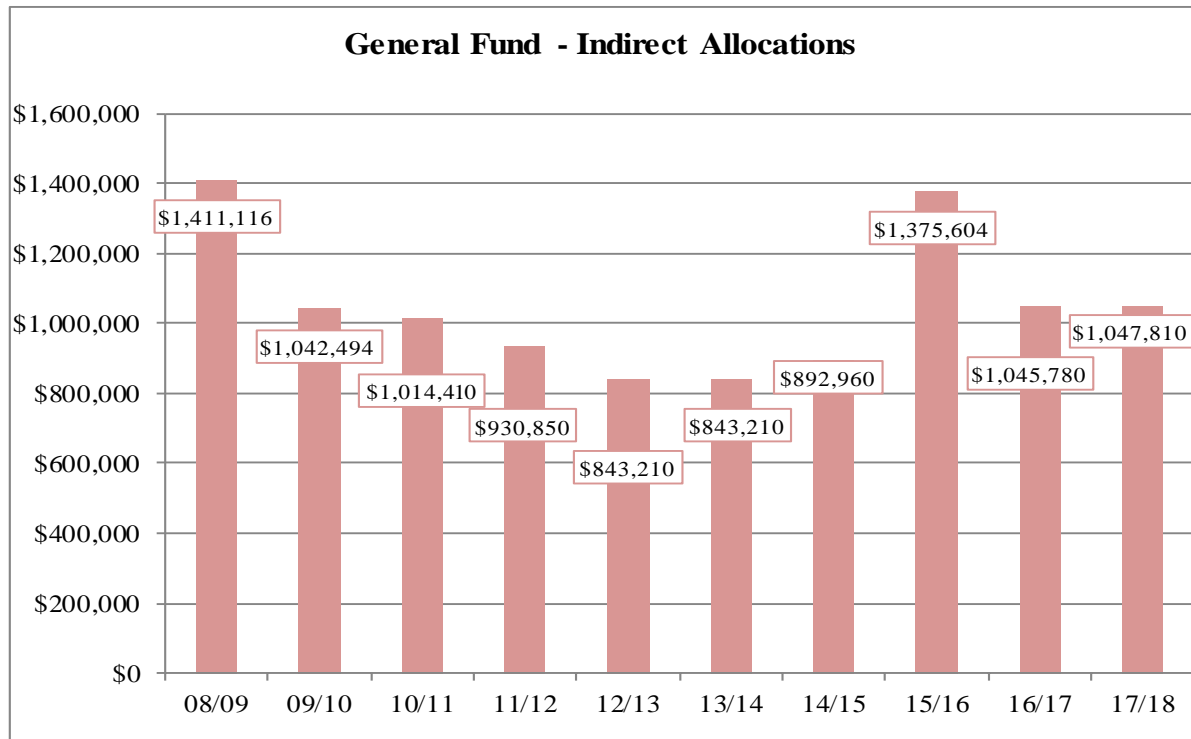




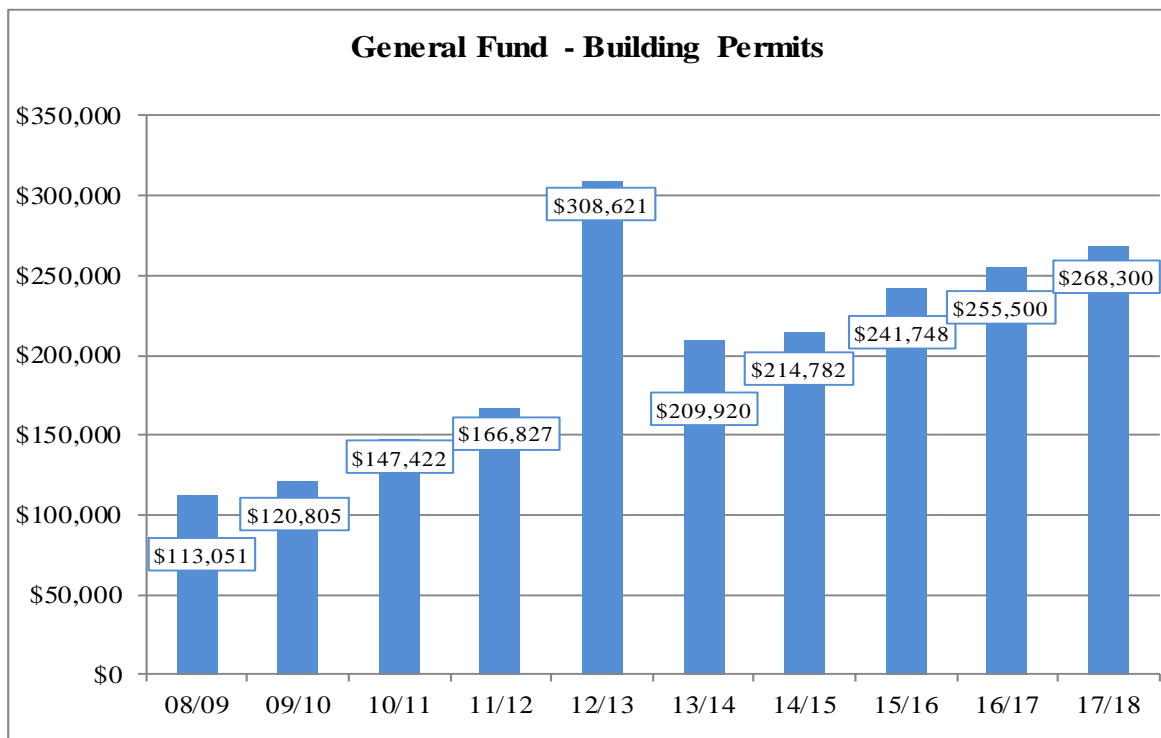
The City Commission grants recreation fee authority to the Leisure Services Department to maintain and improve the quality of residents' amenities and services. The collection of recreation fees directly supports the General Fund. Fees for classes, programs and events vary due to specialized services offered; for example, gymnastics class, dance lessons, karate lessons, yoga lessons, etc. Instructional, educational and recreational activities are conducted throughout the year through various venues (recreation centers, parks, etc.). A large recreation revenue generator is the licensed after-school programs and full-day summer camps. The City Commission directs Leisure Services staff to conduct city-wide special events throughout the year and emphasizes the inclusion of Safety Harbor non-profit organizations, which benefit from the events.

Revenue estimates are based on historical trends and expected participation growth. For fiscal year 2018, Culture and Recreation revenues (Parks, Recreation and Library) are estimated at \$1,003,850.

Culture and Recreation revenues represent approximately 6.82% of total General Fund revenues.



Indirect allocations include various reimbursements to the General Fund from the City's Enterprise and Special Revenue Funds. Administrative reimbursements are distributed for General Fund administrative support departments such as based on the department's annual budget



The Building Division issues permits to insure that the city's building codes and safety regulations are adhered to. Inspections are conducted for building, electrical, plumbing, mechanical and other applicable codes, including the tree ordinance.





CITY OF SAFETY HARBOR  
ADOPTED FY 2017/2018 BUDGET

**GENERAL FUND REVENUES SUMMARY**

	Actual	Actual	Adopted	Adjusted	Estimated	Adopted
	2014-15	2015-16	Budget	Budget	Year End	Budget
	2014-15	2015-16	2016-17	2016-17	2016-17	2017-18
Ad Valorem Taxes	\$ 3,856,154	\$ 4,012,278	\$ 4,247,430	\$ 4,247,430	\$ 4,247,430	\$ 4,546,090
Other Taxes	128,897	106,534	140,000	140,000	140,000	125,000
Utility Taxes	2,423,913	2,322,071	2,405,120	2,364,120	2,323,100	2,303,800
Local Business Tax	162,446	141,389	159,560	159,560	153,560	156,000
Building Permits	214,782	241,748	251,710	251,710	255,500	268,300
Franchise Fees	1,462,318	1,347,753	1,491,800	1,367,800	1,367,200	1,380,200
Other Permits & Fees	5,215	2,669	2,820	2,820	4,000	4,200
Federal Grants	-	7,577	-	-	-	-
State Shared Revenues	1,591,788	1,739,389	1,764,350	1,764,350	1,819,090	1,885,090
Grants from Other Local Units	186,156	191,331	191,330	137,200	137,200	193,370
Shared Revenue from Other Local Units	1,031,843	1,052,207	1,123,800	1,092,800	1,065,610	1,180,020
General Government	11,487	11,710	9,470	9,470	8,620	8,170
Public Safety	56,715	85,206	76,380	76,380	75,750	79,100
Physical Environment	278	-	400	400	400	400
Culture & Recreation	910,128	813,396	962,560	978,560	966,090	1,017,500
Judgements & Fines	11,412	13,442	11,200	11,200	24,000	24,200
Fines-Library	24,432	24,450	25,000	25,000	22,000	23,000
Fines-Local Ordinance Violation	13,388	2,436	-	-	-	-
Interest Earnings	179,392	159,465	159,230	159,230	151,980	151,980
Rents & Royalties	20,540	20,540	20,540	20,540	20,540	20,540
Disposition of Fixed Assets	30,293	12,790	2,000	2,000	10,000	2,000
Sales of Surplus Materials & Scrap	327	9,151	1,000	1,000	3,000	1,500
Contributions and Donations from Private Sources	13,775	15,000	22,050	22,050	24,000	22,000
Other Miscellaneous Revenue	13,132	13,671	15,000	56,510	11,000	12,000
Indirect Allocations	892,960	991,840	1,045,780	1,045,780	1,045,780	1,047,810
<b>TOTAL REVENUES</b>	<b>13,241,771</b>	<b>13,338,043</b>	<b>14,128,530</b>	<b>13,935,910</b>	<b>13,875,850</b>	<b>14,452,270</b>
Interfund Transfers	-	257,000	257,000	257,000	257,000	457,000
<b>TOTAL OTHER SOURCES REVENUE</b>	<b>-</b>	<b>257,000</b>	<b>257,000</b>	<b>257,000</b>	<b>257,000</b>	<b>457,000</b>
<b>TOTAL REVENUE AND OTHER SOURCES</b>	<b>13,241,771</b>	<b>13,595,043</b>	<b>14,385,530</b>	<b>14,192,910</b>	<b>14,132,850</b>	<b>14,909,270</b>
<b>FUND BALANCE CARRYFORWARD</b>	<b>-</b>	<b>-</b>	<b>8,335,610</b>	<b>8,372,027</b>	<b>8,372,030</b>	<b>7,627,780</b>
<b>TOTAL GENERAL FUND REVENUES, TRANSFERS, OTHER SOURCES AND FUND BALANCE CARRYFORWARD</b>	<b>\$ 13,241,771</b>	<b>\$ 13,595,043</b>	<b>\$ 22,721,140</b>	<b>\$ 22,564,937</b>	<b>\$ 22,504,880</b>	<b>\$ 22,537,050</b>

CITY OF SAFETY HARBOR  
ADOPTED FY 2017/2018 BUDGET

**GENERAL FUND EXPENDITURES SUMMARY**

Department	Actual 2014-15	Actual 2015-16	Adopted Budget 2016-17	Adjusted Budget 2016-17	Estimated Year End 2016-17	Adopted Budget 2017-18
City Commission	\$ 144,196	\$ 144,196	\$ 157,360	\$ 157,360	\$ 157,360	\$ 169,960
City Manager	171,544	181,533	202,430	202,430	202,380	210,040
City Clerk	120,621	137,146	151,640	151,640	146,570	149,610
Elections	20,621	-	21,600	23,480	24,500	25,780
Human Resources	171,395	149,075	188,670	206,840	201,340	216,060
Finance	234,243	243,151	261,300	263,670	269,160	275,540
Planning	235,854	314,212	310,020	305,629	343,330	356,190
Building	360,833	385,828	433,510	461,970	443,250	404,840
City Attorney	124,805	133,231	139,800	139,800	141,300	147,950
General Government	289,850	297,301	335,110	405,019	343,320	292,600
Law Enforcement	1,211,298	1,260,277	1,300,500	1,277,290	1,277,290	1,315,610
Fire	3,702,398	3,716,481	3,865,700	3,903,741	3,884,770	3,984,310
Engineering	358,212	417,048	452,810	455,456	453,810	460,390
Streets	686,241	676,526	814,840	815,140	818,680	834,620
Fleet Maintenance	233,984	231,982	243,260	242,060	232,230	257,120
Building Maintenance	371,580	380,779	398,530	436,600	418,870	429,550
Main St.	118,244	115,253	159,500	208,028	201,900	148,850
Library	1,284,479	1,287,808	1,438,700	1,374,847	1,415,190	1,476,320
Recreation	1,576,352	1,672,253	1,972,820	1,916,513	1,916,860	2,127,870
Parks	870,391	982,903	1,162,750	1,131,587	1,096,550	1,226,430
Non-Operating	290,810	328,590	389,450	389,450	389,450	328,590
TOTAL EXPENDITURES	12,577,951	13,055,573	14,400,300	14,468,550	14,378,110	14,838,230
Interfund Transfers	1,607,650	7,650	244,650	498,984	498,990	207,650
TOTAL EXPENDITURES AND TRANSFERS	14,185,601	13,063,223	14,644,950	14,967,534	14,877,100	15,045,880
FUND BALANCE	-	-	8,076,190	7,597,403	7,627,780	7,491,170
<b>TOTAL GENERAL FUND EXPENDITURES, TRANSFERS AND FUND BALANCE</b>	<b>\$ 14,185,601</b>	<b>\$ 13,063,223</b>	<b>\$ 22,721,140</b>	<b>\$ 22,564,937</b>	<b>\$ 22,504,880</b>	<b>\$ 22,537,050</b>
<b><u>SUMMARY (excluding interfund transfers)</u></b>						
Total Revenues	\$ 13,241,771	\$ 13,338,043	\$ 14,128,530	\$ 13,935,910	\$ 13,875,850	\$ 14,452,270
Total Expenditures	12,577,951	13,055,573	14,400,300	14,468,550	14,378,110	14,838,230
Total Difference	\$ 663,820	\$ 282,470	\$ (271,770)	\$ (532,640)	\$ (502,260)	\$ (385,960)
<b><u>SUMMARY (including interfund transfers)</u></b>						
Total Revenues	\$ 13,241,771	\$ 13,595,043	\$ 14,385,530	\$ 14,192,910	\$ 14,132,850	\$ 14,909,270
Total Expenditures	14,185,601	13,063,223	14,644,950	14,967,534	14,877,100	15,045,880
Total Difference	\$ (943,830)	\$ 531,820	\$ (259,420)	\$ (774,624)	\$ (744,250)	\$ (136,610)

CITY OF SAFETY HARBOR  
ADOPTED FY 2017/2018 BUDGET

**GENERAL FUND REVENUE DETAIL**

				Adopted	Adjusted	Estimated	Adopted
Revenue Code		Actual	Actual	Budget	Budget	Year End	Budget
		2014-15	2015-16	2016-17	2016-17	2016-17	2017-18
TAXES							
311.01-00	Ad Valorem	\$ 3,856,154	\$ 4,012,278	\$ 4,247,430	\$ 4,247,430	\$ 4,247,430	\$ 4,546,090
	Ad Valorem Taxes	3,856,154	4,012,278	4,247,430	4,247,430	4,247,430	4,546,090
312.01-00	Insur Prem Tax Firefighters Pension	128,897	106,534	140,000	140,000	140,000	125,000
	Other Taxes	128,897	106,534	140,000	140,000	140,000	125,000
314.01-00	Electric	1,403,757	1,426,285	1,468,800	1,468,800	1,440,000	1,468,800
314.04-00	Natural Gas	82,034	71,410	89,000	89,000	71,400	73,000
314.08-00	Propane Gas	10,346	15,252	10,000	10,000	15,700	16,000
314.09-00	Telecommunications Tax	927,776	809,124	837,320	796,320	796,000	746,000
	Utility Taxes	2,423,913	2,322,071	2,405,120	2,364,120	2,323,100	2,303,800
316.01-00	Occupational Licenses	162,446	141,389	159,560	159,560	153,560	156,000
	Local Business Tax	162,446	141,389	159,560	159,560	153,560	156,000
	TOTAL TAXES	6,571,410	6,582,272	6,952,110	6,911,110	6,864,090	7,130,890
PERMITS, FEES, & SPECIAL ASSESSMENTS							
322.01-00	Building	92,460	111,985	130,000	130,000	135,000	141,750
322.02-00	Electrical	23,888	19,731	21,000	21,000	20,000	21,000
322.03-00	Plumbing	17,696	11,082	11,000	11,000	11,000	11,550
322.04-00	Mechanical	37,474	45,237	39,000	39,000	40,000	42,000
322.09-00	Other	39,589	46,188	43,210	43,210	40,000	42,000
322.10-00	Tree Application Fee	3,675	7,525	7,500	7,500	9,500	10,000
	Building Permits	214,782	241,748	251,710	251,710	255,500	268,300
323.01-00	Electricity	1,392,654	1,283,273	1,420,700	1,296,700	1,296,100	1,309,100
323.04-00	Gas	69,664	64,480	71,100	71,100	71,100	71,100
	Franchise Fees	1,462,318	1,347,753	1,491,800	1,367,800	1,367,200	1,380,200
329.01-00	Signs	3,620	1,609	1,600	1,600	2,000	2,100
329.09-00	Misc Building Fees	1,595	1,060	1,220	1,220	2,000	2,100
	Other Permits & Fees	5,215	2,669	2,820	2,820	4,000	4,200
	TOTAL PERMITS, FEES & SPECIAL ASSESSMENTS	1,682,315	1,592,170	1,746,330	1,622,330	1,626,700	1,652,700

CITY OF SAFETY HARBOR  
ADOPTED FY 2017/2018 BUDGET

**GENERAL FUND REVENUE DETAIL**

Revenue Code	Actual 2014-15	Actual 2015-16	Adopted Budget 2016-17	Adjusted Budget 2016-17	Estimated Year End 2016-17	Adopted Budget 2017-18
<b>INTERGOVERNMENTAL REVENUE</b>						
331.09-00 Federal	-	7,577	-	-	-	-
<b>Federal Grants</b>	<b>-</b>	<b>7,577</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
335.01-20 State Rev Sharing Sales Tax	397,108	410,408	444,400	444,400	426,800	439,600
335.01-21 State Rev Sharing Motor Fuel Tax	129,263	127,846	140,500	140,500	133,000	137,000
335.01-22 State Rev Sharing Special Motor Fuel Tax	90	70	100	100	70	80
335.01-40 Mobile Home Licenses	16,071	16,209	17,050	17,050	16,420	16,910
335.01-50 Alcoholic Bev Licenses	11,811	13,554	12,000	12,000	13,700	13,800
335.01-80 Local Govt 1\2 Sales Tx	1,018,441	1,151,421	1,130,900	1,130,900	1,209,000	1,257,400
335.02-30 Firefighters Suppl Comp	8,073	8,689	8,300	8,300	8,800	8,900
335.04-10 Motor Fuel Tax Rebate	10,931	11,192	11,100	11,100	11,300	11,400
<b>State Shared Revenues</b>	<b>1,591,788</b>	<b>1,739,389</b>	<b>1,764,350</b>	<b>1,764,350</b>	<b>1,819,090</b>	<b>1,885,090</b>
337.70-00 Library Grant	186,156	191,331	191,330	137,200	137,200	193,370
<b>Grants from Other Local Units</b>	<b>186,156</b>	<b>191,331</b>	<b>191,330</b>	<b>137,200</b>	<b>137,200</b>	<b>193,370</b>
338.09-01 Fire District Taxes	160,219	166,222	191,860	191,860	191,860	189,000
338.09-02 EMS District Taxes	871,624	873,748	931,940	900,940	873,750	991,020
338.09-03 EMS Cont. Medical Education-CME	-	12,237	-	-	-	-
<b>Shared Revenue from Other Local Units</b>	<b>1,031,843</b>	<b>1,052,207</b>	<b>1,123,800</b>	<b>1,092,800</b>	<b>1,065,610</b>	<b>1,180,020</b>
<b>TOTAL INTERGOVERNMENTAL REVENUE</b>	<b>2,809,787</b>	<b>2,990,504</b>	<b>3,079,480</b>	<b>2,994,350</b>	<b>3,021,900</b>	<b>3,258,480</b>
<b>CHARGES FOR SERVICES</b>						
341.02-00 Zoning Fees	6,193	6,844	5,000	5,000	4,000	4,000
341.04-00 Certif; Records Search	3,851	3,394	3,800	3,800	3,500	3,500
341.08-40 State Sales Tax	1,243	1,472	670	670	670	670
341.09-01 Election Qualifying Fees	200	-	-	-	450	-
<b>General Government</b>	<b>11,487</b>	<b>11,710</b>	<b>9,470</b>	<b>9,470</b>	<b>8,620</b>	<b>8,170</b>
342.05-10 Engineering	250	850	300	300	450	400
342.05-20 Bldg Plan Checks	49,070	61,571	63,000	63,000	62,000	65,100
342.05-30 Reinspections	2,620	2,035	2,100	2,100	2,300	2,400
342.05-40 Fire Inspection Fees	4,775	20,750	10,980	10,980	11,000	11,200
<b>Public Safety</b>	<b>56,715</b>	<b>85,206</b>	<b>76,380</b>	<b>76,380</b>	<b>75,750</b>	<b>79,100</b>
343.09-10 Lot Mowing/Cleaning Fees	278	-	400	400	400	400
<b>Physical Environment</b>	<b>278</b>	<b>-</b>	<b>400</b>	<b>400</b>	<b>400</b>	<b>400</b>
347.01-10 Library Space Rental	4,367	6,044	5,000	5,000	4,500	5,500
347.01-15 Library Copier Revenues	8,393	9,681	7,500	7,500	8,500	8,000
347.01-16 Library Fax Revenue	367	68	-	-	-	-
347.01-17 Library Proctoring Revenue	125	110	200	200	150	150
<b>Library</b>	<b>13,252</b>	<b>15,903</b>	<b>12,700</b>	<b>12,700</b>	<b>13,150</b>	<b>13,650</b>



CITY OF SAFETY HARBOR  
ADOPTED FY 2017/2018 BUDGET

**GENERAL FUND REVENUE DETAIL**

Revenue Code		Actual	Actual	Adopted	Adjusted	Estimated	Adopted
		2014-15	2015-16	Budget 2016-17	Budget 2016-17	Year End 2016-17	Budget 2017-18
347.02-10	Community Ctr Classes	141,595	147,846	156,100	156,100	150,000	157,500
347.02-11	Long/Skatepark	318	-	-	-	-	-
347.02-12	Rigsby Center Classes	157,037	134,171	154,000	170,000	102,530	102,530
347.02-13	Athletic Programs	59,310	49,443	65,710	65,710	65,710	69,000
347.02-14	Summer Daycamps	123,476	87,041	124,000	124,000	125,000	131,250
347.02-15	Misc Special Activities	6,020	13,410	6,820	6,820	10,000	26,000
347.02-17	Museum Programs	19,190	35,966	47,060	47,060	114,530	120,260
347.02-39	Special Events	23,954	23,288	26,410	26,410	25,000	26,410
347.02-90	Other Parks & Rec Fees	24,196	(82)	-	-	-	-
347.03-00	Recreation Field Trips	675	852	-	-	-	-
347.05-90	Rent - Community Ctr	30,579	25,915	20,000	20,000	23,000	26,000
347.05-91	Rent - Rigsby Center	24,600	19,160	27,120	27,120	20,000	21,000
347.05-93	Museum Rentals	10,482	7,151	6,440	6,440	5,500	5,600
347.05-94	Brochure Advertising	4,433	4,479	3,500	3,500	3,500	3,500
347.12-14	Recreation Daycamps	168,857	148,039	182,700	182,700	182,700	185,000
349.11-00	Utility Fixtures	5,498	7,699	5,000	5,000	5,000	5,000
369.01-00	DBC Events Revenue	96,656	93,115	125,000	125,000	118,470	122,400
	<b>Recreation</b>	<b>896,876</b>	<b>797,493</b>	<b>949,860</b>	<b>965,860</b>	<b>952,940</b>	<b>1,003,850</b>
	<b>Culture &amp; Recreation</b>	<b>910,128</b>	<b>813,396</b>	<b>962,560</b>	<b>978,560</b>	<b>966,090</b>	<b>1,017,500</b>
	<b>TOTAL CHARGES FOR SERVICES</b>	<b>978,608</b>	<b>910,312</b>	<b>1,048,810</b>	<b>1,064,810</b>	<b>1,050,860</b>	<b>1,105,170</b>
	<b>FINES &amp; FORFEITURES</b>						
351.01-00	Fines	11,412	13,442	11,200	11,200	24,000	24,200
	<b>Judgements &amp; Fines</b>	<b>11,412</b>	<b>13,442</b>	<b>11,200</b>	<b>11,200</b>	<b>24,000</b>	<b>24,200</b>
352.01-00	Fines	24,432	24,450	25,000	25,000	22,000	23,000
	<b>Fines-Library</b>	<b>24,432</b>	<b>24,450</b>	<b>25,000</b>	<b>25,000</b>	<b>22,000</b>	<b>23,000</b>
354.01-00	Code Enforcement	13,388	2,436	-	-	-	-
	<b>Fines-Local Ordinance Violation</b>	<b>13,388</b>	<b>2,436</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
	<b>TOTAL FINES &amp; FORFEITURES</b>	<b>49,232</b>	<b>40,328</b>	<b>36,200</b>	<b>36,200</b>	<b>46,000</b>	<b>47,200</b>

CITY OF SAFETY HARBOR  
ADOPTED FY 2017/2018 BUDGET

GENERAL FUND REVENUE DETAIL						
Revenue Code	Actual 2014-15	Actual 2015-16	Adopted Budget 2016-17	Adjusted Budget 2016-17	Estimated Year End 2016-17	Adopted Budget 2017-18
<b>MISCELLANEOUS REVENUE</b>						
361.01-00 Investments	143,727	149,850	159,230	159,230	151,980	151,980
361.50-00 Market Value Adj	35,665	9,615	-	-	-	-
<b>Interest Earnings</b>	<b>179,392</b>	<b>159,465</b>	<b>159,230</b>	<b>159,230</b>	<b>151,980</b>	<b>151,980</b>
362.01-00 Rent-Public Facilities	20,540	20,540	20,540	20,540	20,540	20,540
<b>Rents &amp; Royalties</b>	<b>20,540</b>	<b>20,540</b>	<b>20,540</b>	<b>20,540</b>	<b>20,540</b>	<b>20,540</b>
364.01-00 Sale/Disposal Of F.A.	30,293	12,790	2,000	2,000	10,000	2,000
<b>Disposition of Fixed Assets</b>	<b>30,293</b>	<b>12,790</b>	<b>2,000</b>	<b>2,000</b>	<b>10,000</b>	<b>2,000</b>
365.01-00 Scrap Sales	327	9,151	1,000	1,000	3,000	1,500
<b>Sales of Surplus Materials &amp; Scrap</b>	<b>327</b>	<b>9,151</b>	<b>1,000</b>	<b>1,000</b>	<b>3,000</b>	<b>1,500</b>
366.05-55 Chrissie Elmore Trust	13,475	15,000	22,000	22,000	22,000	22,000
366.91-00 Library Donations	300	-	50	50	2,000	-
<b>Contributions and Donations from Private Source</b>	<b>13,775</b>	<b>15,000</b>	<b>22,050</b>	<b>22,050</b>	<b>24,000</b>	<b>22,000</b>
369.02-00 Claims/Insur. Settlements	5,411	2,572	5,000	46,510	1,000	2,000
369.09-00 Miscellaneous Revenue	7,721	11,099	10,000	10,000	10,000	10,000
<b>Other Miscellaneous Revenue</b>	<b>13,132</b>	<b>13,671</b>	<b>15,000</b>	<b>56,510</b>	<b>11,000</b>	<b>12,000</b>
369.04-01 Admin Reimb - W&S	193,150	224,290	224,000	224,000	224,000	224,290
369.04-02 Fleet/Bldg Reimb - W&S	135,670	106,170	104,430	104,430	104,430	106,170
369.04-03 Admin Reimb - Sanitation	104,970	127,710	133,100	133,100	133,100	133,100
369.04-04 Fleet/Bldg Reimb - Sanit	69,430	58,770	55,940	55,940	55,940	55,940
369.04-09 Fleet/Bldg Reimb-Stormwtr	22,900	19,000	18,240	18,240	18,240	18,240
369.04-11 Admin Reimb. Fr Stormwtr	35,480	42,110	39,690	39,690	39,690	39,690
369.04-13 Engineering Reimb - Storm	32,570	81,410	41,160	41,160	41,160	41,160
369.04-14 Engineering Reimb-W&S Fd	277,540	304,860	399,230	399,230	399,230	399,230
369.04-58 Bldg Maint - Marina Fund	21,250	27,520	29,990	29,990	29,990	29,990
<b>Indirect Allocations</b>	<b>892,960</b>	<b>991,840</b>	<b>1,045,780</b>	<b>1,045,780</b>	<b>1,045,780</b>	<b>1,047,810</b>
<b>TOTAL MISCELLANEOUS REVENUE</b>	<b>1,150,419</b>	<b>1,222,457</b>	<b>1,265,600</b>	<b>1,307,110</b>	<b>1,266,300</b>	<b>1,257,830</b>
<b>TOTAL SOURCES REVENUE</b>	<b>13,241,771</b>	<b>13,338,043</b>	<b>14,128,530</b>	<b>13,935,910</b>	<b>13,875,850</b>	<b>14,452,270</b>
<b>INTERFUND TRANSFERS</b>						
381.32-00 Tsfr From Capital Project	-	100,000	100,000	100,000	100,000	100,000
381.63-00 Tsfr From Parkland	-	-	-	-	-	200,000
381.67-00 Tsfr From CRA	-	157,000	157,000	157,000	157,000	157,000
<b>Interfund Transfers</b>	<b>-</b>	<b>257,000</b>	<b>257,000</b>	<b>257,000</b>	<b>257,000</b>	<b>457,000</b>
<b>TOTAL TRANSFERS/OTHER SOURCES</b>	<b>-</b>	<b>257,000</b>	<b>257,000</b>	<b>257,000</b>	<b>257,000</b>	<b>457,000</b>
389.01-00 Fund Balance Carryforward	-	-	8,335,610	8,372,027	8,372,030	7,627,780
<b>TOTAL REVENUES, TRANSFERS, OTHER SOURCES AND FUND BALANCE</b>	<b>\$ 13,241,771</b>	<b>\$ 13,595,043</b>	<b>\$ 22,721,140</b>	<b>\$ 22,564,937</b>	<b>\$ 22,504,880</b>	<b>\$ 22,537,050</b>

CITY OF SAFETY HARBOR  
ADOPTED FY 2017/2018 BUDGET

**General Fund 5-Year Forecast**

	2017/18	2018/19	2019/20 **	2020/21	2021/22	TOTAL 5-year FORECAST
Assessed Property Valuation	\$ 1,211,481,225	\$ 1,272,055,286	\$ 1,244,253,165	\$ 1,306,465,823	\$ 1,371,789,114	
Millage Rate *	3.9500	4.2069	4.5385	4.5960	4.5899	
% Change in Millage Rate	0.00%	6.50%	7.88%	1.27%	-0.13%	
<b>REVENUES</b>						
Ad Valorem Taxes	4,546,090	5,083,840	5,364,690	5,704,290	5,981,560	26,680,470
Other Taxes	2,584,800	2,597,720	2,610,710	2,623,760	2,636,880	13,053,870
Franchise Fees	1,380,200	1,387,100	1,394,040	1,401,010	1,408,020	6,970,370
Permits, Fees & Special Assessments	272,500	286,130	300,440	315,460	331,230	1,505,760
Intergovernmental Revenues	3,258,480	3,372,530	3,490,570	3,612,740	3,739,190	17,473,510
Charges for Services	1,105,170	1,143,850	1,183,880	1,225,320	1,268,210	5,926,430
Fines & Forfeitures	47,200	47,440	47,680	47,920	48,160	238,400
Miscellaneous	210,020	211,070	212,130	213,190	214,260	1,060,670
Indirect Allocations	1,047,810	1,068,770	1,090,150	1,111,950	1,134,190	5,452,870
Interfund Transfers In	457,000	257,000	257,000	157,000	157,000	1,285,000
<b>TOTAL REVENUES</b>	<b>\$ 14,909,270</b>	<b>\$ 15,455,450</b>	<b>\$ 15,951,290</b>	<b>\$ 16,412,640</b>	<b>\$ 16,918,700</b>	<b>\$ 79,647,350</b>
Fund Balance Carryforward	7,627,780	7,491,170	7,491,201	7,491,276	7,491,241	
<b>TOTAL REVENUES &amp; FUND BALANCE FORWARD</b>	<b>\$ 22,537,050</b>	<b>\$ 22,946,620</b>	<b>\$ 23,442,491</b>	<b>\$ 23,903,916</b>	<b>\$ 24,409,941</b>	<b>\$ 79,647,350</b>
<b>EXPENDITURES</b>						
Personnel Services						
Salaries and Wages	\$ 6,572,130	\$ 6,769,290	\$ 6,972,370	\$ 7,181,540	\$ 7,396,990	\$ 34,892,320
FICA	511,270	517,850	533,390	549,390	565,870	2,677,770
Retirement	858,990	848,869	874,335	900,565	927,583	4,410,342
Health & Life Insurance	1,438,580	1,539,280	1,647,030	1,762,320	1,885,680	8,272,890
Workers Comp and Unemployment	286,060	300,360	315,380	331,150	347,710	1,580,660
Fire Pass Through Insurance	125,000	125,000	125,000	125,000	125,000	625,000
<b>Total Personnel Services</b>	<b>9,792,030</b>	<b>10,100,649</b>	<b>10,467,505</b>	<b>10,849,965</b>	<b>11,248,833</b>	<b>52,458,982</b>
Operating Expenses	4,220,510	4,304,920	4,391,020	4,478,840	4,568,420	21,963,710
Capital Expenses	134,970	137,670	140,420	143,230	146,090	702,380
Non-operating Costs	690,720	704,530	718,620	732,990	747,650	3,594,510
Interfund Transfers Out	207,650	207,650	233,650	207,650	207,650	1,064,250
<b>TOTAL EXPENDITURES</b>	<b>\$ 15,045,880</b>	<b>\$ 15,455,419</b>	<b>\$ 15,951,215</b>	<b>\$ 16,412,675</b>	<b>\$ 16,918,643</b>	<b>\$ 79,783,832</b>
Fund Balance	7,491,170	7,491,201	7,491,276	7,491,241	7,491,298	
Fund Reserve as % of Expenditures	49.8%	48.5%	47.0%	45.6%	44.3%	
<b>TOTAL EXPENDITURES &amp; FUND BALANCE</b>	<b>\$ 22,537,050</b>	<b>\$ 22,946,620</b>	<b>\$ 23,442,491</b>	<b>\$ 23,903,916</b>	<b>\$ 24,409,941</b>	<b>\$ 79,783,832</b>
<b>APPROPRIATED (USE) OF BUDGETED FUND RESERVE</b>	<b>\$ (136,610)</b>	<b>\$ 31</b>	<b>\$ 75</b>	<b>\$ (35)</b>	<b>\$ 57</b>	<b>\$ (136,482)</b>
<b>% Change in Revenues from previous year</b>	<b>5.49%</b>	<b>3.66%</b>	<b>3.21%</b>	<b>2.89%</b>	<b>3.08%</b>	
<b>% Change in Expenditures from previous year</b>	<b>1.13%</b>	<b>2.72%</b>	<b>3.21%</b>	<b>2.89%</b>	<b>3.08%</b>	

\* Millage rate adjusted to require no use of fund balance

\*\* Beginning in FY 19/20, additional homestead exemption equals a decrease of approximately \$91,404,886 in assessed taxable property

### **Assumptions for the General Fund 5-Year Forecast**

Revenue and expenditure projections are based on various historical trends. If the trend is consistent over the past five years, the related trend percentage is used. If the trend is not consistent over the past five years, a shorter trend may be utilized alone or in conjunction with assumptions that are known or anticipated. In all cases, a conservative approach has been followed.

The 2017/18 year amounts are taken from the proposed budget. The assumptions for each of the following four years in the projection are consistently applied unless noted otherwise. The assumptions used for each item in the projection follow.

Assessed Property Valuation – 5 percent increase with a decrease of \$91.4 million in 2019/20 property valuation in expectation that 60% of voters will approve the \$25,000 additional homestead exemption on the ballot in November 2018.

Millage Rate – a floating millage rate beginning in 2018/2019 that results in no use of fund reserve

Ad Valorem Taxes – the millage indicated applied to each \$1,000 of assessed property valuation at 95%

Other Taxes – a 0.5% increase

Franchise Fees – a 0.5% increase

Permits, Fees & Special Assessments – a 5% increase

Intergovernmental Revenues – a 3.5% increase

Charges for Services – a 3.5% increase

Fines & Forfeitures - a 0.5% increase

Miscellaneous – a 0.5% increase

Indirect Allocations – a 2% increase

Interfund Transfers In – annual payback from the Capital Improvement Fund of \$100,000 through 2019/20 and annual payback from CRA of \$157,000 through 2021/22 for Waterfront Park loan

Salaries and Wages – a 3% increase that includes any combination of COLA and merit

FICA – 7.65% of salaries and wages

Retirement – a hybrid rate of 12.54% of salaries and wages that includes FRS and City of Safety Harbor pension and also includes general employees and fire department employees (only 12 FRS general fund employees remain in 2017/18)

Health & Life Insurance – an annual increase of 7%

Workers Comp and Unemployment – a 5% increase

Fire Pass-through Insurance – no annual increase

Operating Expenses – a 2% increase

Capital Expenses – a 2% increase

Non-operating Costs – a 2% increase

Interfund Transfers Out – projected transfers out that include those shown in the 5-Year CIP Plan



**DEPARTMENT BUDGETS**



CITY OF SAFETY HARBOR  
ADOPTED FY 2017/2018 BUDGET

<b>Fund:</b>	<b>Department:</b>	<b>Fund #:</b>
<b>General</b>	<b>City Commission</b>	<b>001</b>

**EXPENDITURE DETAIL**

Acct #	Account Description	Actual 2014-15	Actual 2015-16	Adopted Budget 2016-17	Adjusted Budget 2016-17	Estimated Year End 2016-17	Adopted Budget 2017-18
<b>Personnel Services</b>							
1010-511.11-01	Salaries & Wages	\$ 25,200	\$ 25,200	\$ 25,200	\$ 25,200	\$ 25,200	\$ 25,200
	Salaries & Wages Sub-Total	25,200	25,200	25,200	25,200	25,200	25,200
1010-511.21-00	Fica Taxes	3,208	3,208	3,210	3,210	3,210	3,330
	Benefits Sub-Total	3,208	3,208	3,210	3,210	3,210	3,330
	Total Personnel Services	28,408	28,408	28,410	28,410	28,410	28,530
<b>Operating Expenses</b>							
1010-511.34-90	Other Fees And Contracts	14,900	14,900	16,600	18,600	18,600	16,600
1010-511.40-02	Travel Mayor	140	140	500	500	500	500
1010-511.40-03	Travel Seat #1	-	-	500	500	500	500
1010-511.40-04	Travel Seat #2	-	-	500	500	500	500
1010-511.40-05	Travel Seat #3	-	-	500	500	500	500
1010-511.40-06	Travel Seat #4	-	-	500	500	500	500
1010-511.40-20	Commissioner's Allowance	16,737	16,737	17,930	17,930	17,930	18,290
1010-511.41-00	Communication Services	113	113	120	120	120	120
1010-511.49-30	Other Current Charges	265	265	2,500	2,500	2,500	2,500
1010-511.51-10	Office Supplies-General	613	613	500	500	500	500
1010-511.54-20	Membership And Dues	6,645	6,645	6,800	6,800	6,800	6,800
1010-511.54-32	Education Mayor	-	-	400	-	400	400
1010-511.54-33	Education Seat #1	-	-	400	-	400	400
1010-511.54-34	Education Seat #2	75	75	400	2,000	400	400
1010-511.54-35	Education Seat #3	-	-	400	-	400	400
1010-511.54-36	Education Seat #4	-	-	400	-	400	400
	Total Operating Expenses	39,488	39,488	48,950	50,950	50,950	49,310
<b>Capital Expenses</b>							
1010-511.64-30	Office Furniture/Equip	-	-	-	-	-	12,120
	Total Capital Expenses	-	-	-	-	-	12,120
<b>Non-Operating Expenses</b>							
1010-511.82-00	Grants	-	-	80,000	1,000	1,000	80,000
1010-511.82-01	Neighborly Senior Service	15,000	15,000	-	15,000	15,000	-
1010-511.82-04	Paint Your Heart Out	1,300	1,300	-	2,000	2,000	-
1010-511.82-06	Neighborhood Family Center	45,000	45,000	-	45,000	45,000	-
1010-511.82-07	Chamber Of Commerce	15,000	15,000	-	15,000	15,000	-
	Total Non-Operating Expenses	76,300	76,300	80,000	78,000	78,000	80,000
	<b>Total City Commission</b>	<b>\$ 144,196</b>	<b>\$ 144,196</b>	<b>\$ 157,360</b>	<b>\$ 157,360</b>	<b>\$ 157,360</b>	<b>\$ 169,960</b>





## City Manager's Office

The City Manager's Office implements the policies, regulations, legislation and directives of the Elected Officials through leadership and management of various City departments and work force. The office is a central location for citizens to access information, request assistance, or resolve potential and/or existing issues. The City Manager, the City's Chief Administrative Officer, is appointed by the City Commission and is responsible for the City's day-to-day operations, while overseeing all departments and partnering with outside agencies to provide the highest quality of life for those who live, work and play in Safety Harbor.

### **Current and Prior Year Accomplishments**

The City Manager's Office responds routinely to the elected officials and to resident requests and provides up-to-date information via several forms of communication. In order to disseminate information a Quarterly Activity Report is prepared and delivered to the City Commission. The City Manager's Office coordinates a multi-year City Commission goal-setting session to establish priorities. In April 2017, a goal-setting workshop was held to review the status of prior year goals and to establish goals for 2018 and beyond.

### **Fiscal Year 2018 Goals**

In fiscal year 2018, the focus continues to be on the budget, economic conditions and continued service sustainability. The City Manager's goal is to maintain the existing levels of service while simultaneously holding expenses to a reasonable and sustainable level for current and future years. Department Heads will continue to offer cost-saving opportunities. Every vacant position will be evaluated for future funding consolidation, cross-training opportunities, and/or staff reorganization. Each major capital project and purchase will be debated and discussed to allow for the most efficient and sustainable use of the City's capital resources throughout all funds.



### **Our Vision for the Future**

The City Manager's office realizes the responsibility to remain current on federal, state, and local issues and legislation that affect the City. Decisions are based on the commitment to ensure high-quality, cost-effective services for the citizens of Safety Harbor. The long-term vision of Safety Harbor is dictated by several tools; (1) Visioning Process goals and directives, (2) updated Comprehensive Plan, (3) Community Redevelopment Agency-Master Plan, and (4) the City Commission's directives and priorities from their goal-setting workshops. The City Manager will continually review the vision and ideas of residents to work towards the most sustainable Safety Harbor for the future.

**CITY MANAGER PERFORMANCE INDICATORS**

**FUND: 001 DEPARTMENT: 1012**

	<b>Actual 2014-15</b>	<b>Actual 2015-16</b>	<b>Estimated 2016-17</b>	<b>Adopted 2017-18</b>
<b>Jurisdiction Data</b>				
Population	17,234	17,423	17,606	17,700
Square Miles	5.42	5.42	5.42	5.42
Total # of Full Time Equivalent Employees	176.31	180.60	180.71	180.71
<b>Departmental Inputs</b>				
Total Personnel Services & Operating Expenses	\$ 171,544	\$ 181,533	\$ 202,380	\$ 210,040
Total # of Full Time Equivalent Employees	1.30	1.30	1.30	1.30
<b>Efficiency</b>				
O&M Cost Per Capita	\$ 9.95	\$ 10.42	\$ 11.49	\$ 11.87
O&M Cost per Full Time Equiv. Employee	\$ 131,957	\$ 139,641	\$ 155,677	\$ 161,569

CITY OF SAFETY HARBOR  
ADOPTED FY 2017/2018 BUDGET

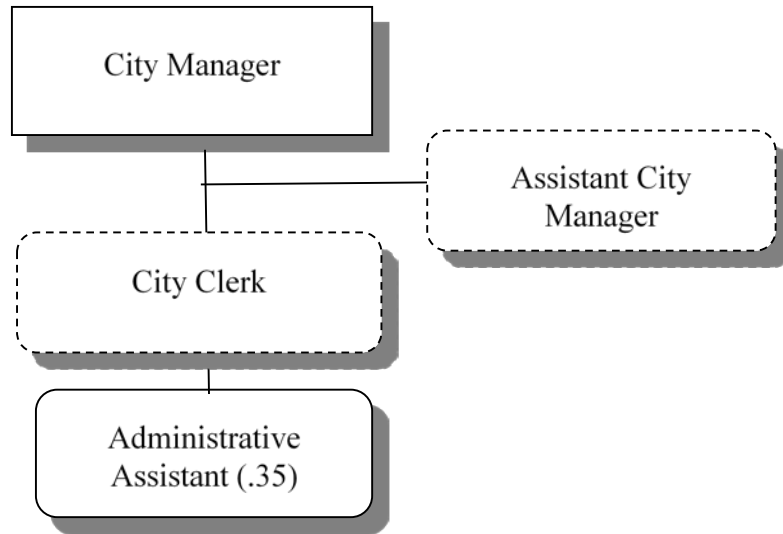
<b>Fund:</b>	<b>Department:</b>	<b>Fund #:</b>
<b>General</b>	<b>City Manager</b>	<b>001</b>

**EXPENDITURE DETAIL**

Acct #	Account Description	Actual 2014-15	Actual 2015-16	Adopted Budget 2016-17	Adjusted Budget 2016-17	Estimated Year End 2016-17	Adopted Budget 2017-18
<b>Personnel Services</b>							
1012-512.12-01	Salaries & Wages	\$ 125,636	\$ 132,850	\$ 145,040	\$ 145,040	\$ 142,990	\$ 146,920
	Salaries & Wages Sub-Total	125,636	132,850	145,040	145,040	142,990	146,920
1012-512.21-00	Fica Taxes	9,096	9,500	11,190	11,190	11,040	11,340
1012-512.22-00	Retirement	14,304	15,163	16,180	16,180	16,200	16,660
1012-512.23-00	Life & Health Insurance	18,211	19,694	24,220	24,220	27,190	28,870
	Benefits Sub-Total	41,611	44,357	51,590	51,590	54,430	56,870
	Total Personnel Services	167,247	177,207	196,630	196,630	197,420	203,790
<b>Operating Expenses</b>							
1012-512.40-01	Employee Travel	887	886	750	750	400	750
1012-512.40-30	Manager's Phone Allowance	1,205	1,153	1,200	1,200	1,200	1,200
1012-512.41-00	Communication Services	452	563	500	500	640	670
1012-512.49-30	Other Current Charges	65	595	600	600	600	600
1012-512.51-10	Office Supplies-General	632	499	550	550	550	550
1012-512.54-10	Publications	10	-	20	20	20	20
1012-512.54-20	Memberships & Dues	411	546	1,550	1,550	1,550	1,830
1012-512.54-30	Educational Costs	635	84	630	630	-	630
	Total Operating Expenses	4,297	4,326	5,800	5,800	4,960	6,250
	<b>Total City Manager</b>	<b>\$ 171,544</b>	<b>\$ 181,533</b>	<b>\$ 202,430</b>	<b>\$ 202,430</b>	<b>\$ 202,380</b>	<b>\$ 210,040</b>

## Organizational Chart

### CITY MANAGER'S OFFICE



JOB CLASS / TITLE	PAY GRADE	ADOPTED FY 15/16	ADOPTED FY 16/17	ADOPTED FY 17/18
City Manager*	CM	0.90	0.90	0.90
Assistant City Manager	135	0.05	0.05	0.05
Administrative Assistant	119	0.35	0.35	0.35
<b>Total Division</b>		<b>1.30</b>	<b>1.30</b>	<b>1.30</b>

\*City Manager 10% funded in CRA Fund (067)

## City Clerk

The City Clerk's Office is responsible for proper documentation of legislative affairs, management of records, and supervision of elections. Many of the duties are fixed by State and local law. The Clerk records, transcribes, and maintains minutes and prepares agendas for the City Commission as well as the Community Redevelopment Agency, Audit Committee, Charter Review Committee, and other committees when warranted; maintains the City's Charter and Code of Ordinances; prepares supplements, and coordinates drafts of ordinances and resolutions; receives and prepares all public record requests; files documents with the Pinellas County Clerk of the Circuit Court for recording; prepares utility and assessment liens and release of liens, and maintains/indexes those records; maintains bankruptcy and foreclosure cases; prepares proclamations and certificates awarded by the Mayor and Commission; is custodian of the City's corporate seal and all City records and documents, such as deeds and contracts; prepares legal advertisements and required public notices and other information for the City website; and maintains all board and committee records, ensuring the appointees are notified when their terms are near expiration, and scheduling appointments before the City Commission. The Clerk's Office is also responsible for planning and hosting the annual Board Appreciation Reception. The Pinellas County Supervisor of Elections holds municipal elections, and the Clerk coordinates local elections and referenda with the SOE, providing information to municipal candidates, qualifying the candidates for municipal office, maintains candidate's financial reports, prepares legal advertisements for publication, and prepares the installation ceremony and administering the oaths of office for incoming and returning Commissioners.

### **Current and Prior Year Accomplishments**

Transparency in government continues to be accomplished through prompt posting of the City Commission meeting package to the website preceding each meeting. Video and/or audio recordings of the City Commission meetings are available on the website live, or the following day. The website also contains current legal and event notices, and archives of previous agendas, minutes, and recordings of City Commission, boards and committee meetings. The public accesses this information conveniently on the City website. Records Management imaging software has successfully assisted departments in storage and retrieval. Use of the OptiView system has improved response times for public records requests. The office has scanned all critical documents into the system by completing the scanning of all ordinances and resolutions from 1917 to present, as well as all City Commission and other board/committee minutes and agendas. The use of the large format scanner has now enabled us to begin entering plans and blueprints into the system which will be critical in the event of a disaster. The Records Center contents have been reviewed for identification of destruction dates.

### **Fiscal Year 2018 Goals**

The Office of the City Clerk will continue to support the Mayor, City Commission, and City Manager's legislative affairs and serve as a liaison with the citizens. Accurate recordings, safeguarding, and retrieving of City records remains a top priority by archiving documents electronically, in accordance with statutory requirements, and to build an electronic database of current information critical to operations. Training will continue to be offered for City staff to utilize records and website systems, as well as proper handling of public records.

**Long-Term Vision and Future Financial Impact**

The City Clerk's long-term vision is to comply with its statutory duties in an effective and timely manner, utilizing innovative means to achieve these goals. Funding will be requested sometime in the future to convert microfilmed records to the electronic database to safeguard documents. At the present time, this cost is prohibitive. Professional development will allow staff to keep abreast of changes in state laws, election procedures, and all aspects of local government to ensure the City's compliance with state and federal laws. This department serves a variety of support roles to other departments by serving as a clearinghouse for information, maintaining and preserving records, providing information, and implementing government decisions.

**CITY CLERK PERFORMANCE INDICATORS**  
**FUND: 001    DEPARTMENT: 1013**

	<b>Actual 2014-15</b>	<b>Actual 2015-16</b>	<b>Estimated 2016-17</b>	<b>Adopted 2017-18</b>
<b>Jurisdiction Data</b>				
Population	17,234	17,423	17,606	17,700
Square Miles	5.42	5.42	5.42	5.42
Total # of Full Time Equivalent Employees	176.31	180.60	180.71	180.71
<b>Departmental Inputs</b>				
Total Personnel Services & Operating Expenses	\$ 120,621	\$ 137,146	\$ 146,570	\$ 149,610
Total # of Full Time Equivalent Employees	1.35	1.35	1.35	1.35
<b>Outputs</b>				
Prepared Agendas, Minutes & Attend Meetings Of:				
City Commission	38	26	31	32
Ordinances Prepared	20	24	20	20
Resolutions Prepared	20	22	20	20
Legal Advertisements Prepared	32	23	52	45
Documents Recorded	382	365	350	350
Cubic Feet of Records Disposed Of	102	130	100	115
<b>Efficiency</b>				
O&M Cost Per Capita	\$ 7.00	\$ 7.87	\$ 8.33	\$ 8.45
O&M Cost per Full Time Equiv. Employee	\$ 89,349	\$ 101,590	\$ 108,570	\$ 110,822
Per Capita per Full Time Equiv. Employee	12,766	12,906	13,041	13,111

CITY OF SAFETY HARBOR  
ADOPTED FY 2017/2018 BUDGET

<b>Fund:</b>	<b>Department:</b>	<b>Fund #:</b>
<b>General</b>	<b>City Clerk</b>	<b>001</b>

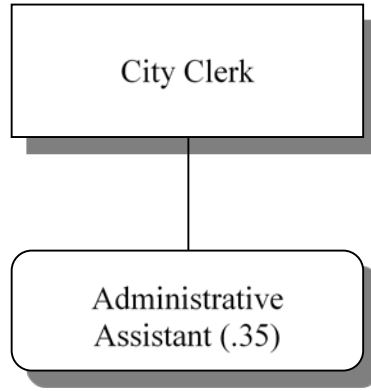
**EXPENDITURE DETAIL**

Acct #	Account Description	Actual 2014-15	Actual 2015-16	Adopted Budget 2016-17	Adjusted Budget 2016-17	Estimated Year End 2016-17	Adopted Budget 2017-18
<b>Personnel Services</b>							
1013-512.12-01	Salaries & Wages	\$ 74,533	\$ 77,991	\$ 83,480	\$ 83,480	\$ 81,740	\$ 83,360
	Salaries & Wages Sub-Total	74,533	77,991	83,480	83,480	81,740	83,360
1013-512.21-00	Fica Taxes	5,746	6,020	6,390	6,390	6,260	6,380
1013-512.22-00	Retirement	5,066	5,318	5,580	5,580	5,620	5,740
1013-512.23-00	Life & Health Insurance	7,560	7,564	8,410	8,410	8,420	9,140
	Benefits Sub-Total	18,372	18,902	20,380	20,380	20,300	21,260
	Total Personnel Services	92,905	96,893	103,860	103,860	102,040	104,620
<b>Operating Expenses</b>							
1013-512.34-90	Other Fees & Contracts	3,121	2,655	6,550	6,550	6,550	5,950
1013-512.40-01	Employee Travel	-	-	690	690	-	40
1013-512.41-00	Communication Services	452	563	500	500	640	550
1013-512.46-20	Equipment Repairs	-	-	200	200	200	200
1013-512.46-40	Maintenance Contracts	8,275	16,160	16,850	16,850	16,450	17,780
1013-512.49-10	Legal Advertising	7,770	10,211	12,000	12,000	12,000	11,000
1013-512.49-30	Other Current Charges	6,072	6,009	9,000	9,000	7,000	8,000
1013-512.51-10	Office Supplies-General	987	846	1,200	1,200	1,200	1,200
1013-512.51-11	Non-Capital Office Equip.	859	3,554	-	-	-	-
1013-512.54-20	Memberships & Dues	180	255	490	490	490	270
	Total Operating Expenses	27,716	40,253	47,780	47,780	44,530	44,990
	<b>Total City Clerk</b>	<b>\$ 120,621</b>	<b>\$ 137,146</b>	<b>\$ 151,640</b>	<b>\$ 151,640</b>	<b>\$ 146,570</b>	<b>\$ 149,610</b>



## Organizational Chart

### CITY CLERK'S OFFICE



JOB CLASS / TITLE	PAY GRADE	ADOPTED FY 15/16	ADOPTED FY 16/17	ADOPTED FY 17/18
City Clerk	130	1.00	1.00	1.00
Administrative Assistant	119	0.35	0.35	0.35
<b>Total Division</b>		<b>1.35</b>	<b>1.35</b>	<b>1.35</b>

## City Clerk Department - Elections

The City Clerk is the Supervisor of Elections for the City, providing for the conduct of municipal elections of Safety Harbor officials and referendums. The Pinellas County Supervisor of Elections holds municipal elections, and the Clerk coordinates local elections and referenda with the SOE, providing information to municipal candidates, qualifying the candidates for municipal office, maintains candidate's financial reports, prepares legal advertisements for publication, and prepares the installation ceremony and administering the oaths of office for incoming and returning Commissioners.

### Current and Prior Year Accomplishments

An election for the purpose of electing a Mayor/Commissioner, and Commissioners for Seats #1 and #4 was held March 14, 2017.

### Fiscal Year 2017/2018 Goals

The terms for Commissioner, Seat # 1, Seat # 2, and Seat # 3 will expire in March 2018. An election is scheduled for March 13, 2018 to coincide with the countywide election. Cost estimates provided by the Supervisor of Elections Office have not been received for 2018, however it is estimated at approximately \$20,000 for the cost of the election. The City will begin Qualifying for the two seats toward the end of 2017. Costs associated with that Qualifying Period (i.e., legal ads, notices on the website) will increase due to the Voters Right Act. All voting information must now be published in both English and Spanish.

### Long-Term Vision and Future Financial Impact

The Clerk's Office strives to conduct all elections and referendums in an open and impartial manner. All candidates and issues are afforded equal consideration at all times. Citizens are given access to candidates' financial reports and the candidate forum through the City website. State and federal election laws continue to impact the cost of holding municipal elections.

<b>Fund:</b>	<b>Department:</b>	<b>Fund #:</b>
<b>General</b>	<b>Elections</b>	<b>001</b>

#### EXPENDITURE DETAIL

Acct #	Account Description	Actual 2014-15	Actual 2015-16	Adopted Budget 2016-17	Adjusted Budget 2016-17	Estimated Year End 2016-17	Adopted Budget 2017-18
<b>Operating Expenses</b>							
1019-519.49-10	Legal Advertising	764	-	600	1,140	1,950	1,780
1019-519.49-30	Other Current Charges	19,857	-	21,000	22,340	22,550	24,000
	Total Operating Expenses	20,621	-	21,600	23,480	24,500	25,780
<b>Total Elections</b>							
		\$ 20,621	\$ -	\$ 21,600	\$ 23,480	\$ 24,500	\$ 25,780

## Human Resources Department

The Human Resources Department is responsible for supporting employees and management by developing and administering human resource programs and processes, as well as managing City policies. Responsibilities include recruitment, employment, labor relations, collective bargaining, classification and compensation, training and development, risk management, property and casualty insurance, workplace safety, workers' compensation, employee benefits administration, wellness programming, employee recognition, and retirement planning and administration. The Department monitors compliance within established City policies and compliance with state and federal employment laws. In addition, the Human Resources Department serves as Plan Administrator for the Firefighters' Pension Board, oversees the Personnel Review Board, and hosts the annual City of Safety Harbor Bill Cropsey Citizen's Academy.

### **Current and Prior Year Accomplishments**

The Human Resources Department has continued to provide superior service to the employees, management, and the public. Over 1350 employment applications were processed for approximately fifty-seven (57) new employee recruitments.

The Firefighters' three (3) year collective bargaining agreement expired on September 30, 2016. The City began negotiations with the Firefighters' Union in April of 2016, and a new three (3) year contract was ratified in February of 2017.

The City continues to utilize Public Risk Management (PRM) as their health insurance provider. The rate increase for health insurance premiums was 12.1%, and continued the current level of benefits for employees and their dependents. Aetna remained the City's dental provider, with a 4.5% premium increase and also maintained the current level of benefits for employees and their dependents. Other employee benefit programs offered this year included High Deductible Health Plan, Health Savings Account (HSA), Flexible Savings Account (FSA), vision insurance, supplemental life insurance, supplemental retirement plans, and AFLAC.

The Human Resources Department continues to facilitate the following employee programs and committees - Employee of the Quarter, Years of Service, Employee Flu-Shots, Sick Leave Conversion, Safety Committee, Benefits Committee, Wellness Committee, Annual Safety Luncheon, Retirement Planning and Financial Education Seminars, and the continuation of wellness initiatives.

The City continues to partner with the Pinellas County Training Consortium to enhance employee training and development.

The Human Resources Department continues to manage and provide support to the Firefighters' Retirement Pension Plan.

The Human Resources Department finalized the city-wide salary survey at the direction of City Commission in May of 2016. All job descriptions were evaluated and updated. City Commission approved a COLA for all employees in the amount of three percent (3%) in July of 2016, and the City's pay plan was updated in accordance with market comparison.

### **Fiscal Year 2018 Goals**

For fiscal year 2018, the Human Resources Department will continue to explore strategies for maintaining quality benefits for employees. The Department will focus on augmented wellness initiatives in an effort to increase productivity and reduce overall costs to the City. The Department will continue to work with management and the Firefighters' union, promoting a spirit of cooperation and developing shared goals. The Human Resources Department will continue to provide all programs and maintain all policies in the most cost efficient manner, as well as support employees and management in achieving the overall goals of the City.

### **Long-Term Vision and Future Financial Impact**

The Human Resources Department will recruit, develop, and retain a high performing and diverse workforce while fostering a healthy, safe, and productive work environment in order to maximize individual and organizational potential. The Department will continue to design, evaluate, improve, and implement policies and procedures in the most cost efficient manner possible in an effort to support organizational goals for the purpose of fulfilling the City's mission and vision.

**HUMAN RESOURCES PERFORMANCE INDICATORS**

**FUND: 001    DEPARTMENT: 1014**

	<b>Actual 2014-15</b>	<b>Actual 2015-16</b>	<b>Estimated 2016-17</b>	<b>Adopted 2017-18</b>
<b>Jurisdiction Data</b>				
Population	17,234	17,423	17,606	17,700
Square Miles	5.42	5.42	5.42	5.42
Total # of Full Time Equivalent Employees	176.31	180.60	180.71	180.71
<b>Departmental Inputs</b>				
Total Personnel Services & Operating Expenses	\$ 171,395	\$ 149,075	\$ 201,340	\$ 216,060
Total # of Full Time Equivalent Employees	2.00	2.00	2.00	2.00
<b>Outputs</b>				
# Applications Reviewed	657	1,300	1,350	1,400
# New Hires - Regular Employees	20	39	57	60
# Salary Surveys Sent/Received	16	25	25	25
# Training Sessions Conducted	10	15	15	15
# Action Forms (PA's) Processed	75	80	85	100
Total Workers Comp. Claims Processed	8	8	8	8
<b>Efficiency</b>				
O&M Cost Per Capita	\$ 9.95	\$ 8.56	\$ 11.44	\$ 12.21
O&M Cost per Full Time Equiv. Employee	\$ 85,698	\$ 74,538	\$ 100,670	\$ 108,030
Per Capita per Full Time Equiv. Employee	8,617	8,712	8,803	8,850
<b>Effectiveness</b>				
Avg. Time to Fill Vacancy Requests	3 Weeks	3 Weeks	3 Weeks	3 Weeks

CITY OF SAFETY HARBOR  
ADOPTED FY 2017/2018 BUDGET

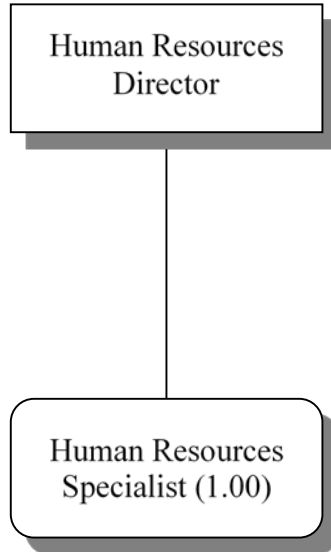
<b>Fund:</b>	<b>Department:</b>	<b>Fund #:</b>
<b>General</b>	<b>Human Resources</b>	<b>001</b>

**EXPENDITURE DETAIL**

Acct #	Account Description	Actual 2014-15	Actual 2015-16	Adopted Budget 2016-17	Adjusted Budget 2016-17	Estimated Year End 2016-17	Adopted Budget 2017-18
<b>Personnel Services</b>							
1014-512.12-01	Salaries & Wages	\$ 129,237	\$ 99,270	\$ 124,010	\$ 130,410	\$ 125,210	\$ 128,620
	Salaries & Wages Sub-Total	129,237	99,270	124,010	130,410	125,210	128,620
1014-512.21-00	Fica Taxes	9,928	7,172	9,540	9,540	9,630	9,890
1014-512.22-00	Retirement	6,776	6,832	7,080	7,080	7,080	10,290
1014-512.23-00	Life & Health Insurance	7,852	16,293	19,160	30,930	30,930	33,210
	Benefits Sub-Total	24,556	30,297	35,780	47,550	47,640	53,390
	Total Personnel Services	153,793	129,567	159,790	177,960	172,850	182,010
<b>Operating Expenses</b>							
1014-512.31-30	Employee Physicals	2,845	2,202	4,500	4,500	4,500	5,000
1014-512.34-90	Other Fees & Contracts	1,827	1,276	3,000	3,000	3,000	4,000
1014-512.40-30	Dept. Director Phone Allowance	-	209	-	-	600	600
1014-512.41-00	Communication Services	606	686	600	600	750	770
1014-512.46-20	Equipment Repairs	-	-	200	200	200	200
1014-512.47-01	Printing & Binding	-	-	2,000	2,000	-	-
1014-512.49-20	Advertising - Other	25	167	700	700	700	1,500
1014-512.49-30	Other Current Charges	2,004	4,994	5,000	5,000	5,000	5,250
1014-512.49-36	Special Program Costs	6,950	8,546	9,000	7,000	7,000	10,000
1014-512.51-10	Office Supplies-General	1,474	798	1,480	2,480	4,000	4,000
1014-512.51-11	Non-Capital Office Equip.	1,581	-	300	1,300	1,140	-
1014-512.54-20	Memberships & Dues	290	630	1,100	1,100	1,100	1,230
1014-512.54-30	Educational Costs	-	-	1,000	1,000	500	1,500
	Total Operating Expenses	17,602	19,508	28,880	28,880	28,490	34,050
	<b>Total Human Resources</b>	<b>\$ 171,395</b>	<b>\$ 149,075</b>	<b>\$ 188,670</b>	<b>\$ 206,840</b>	<b>\$ 201,340</b>	<b>\$ 216,060</b>

## Organizational Chart

### HUMAN RESOURCES DEPARTMENT



JOB CLASS / TITLE	PAY GRADE	ADOPTED FY 15/16	ADOPTED FY 16/17	ADOPTED FY 17/18
Human Resources Director	132	1.00	1.00	1.00
Human Resources Specialist	121	0.50	0.50	1.00
Administrative Assistant	119	0.50	0.50	0.00
<b>Total Division</b>		<b>2.00</b>	<b>2.00</b>	<b>2.00</b>

## FINANCE DEPARTMENT

The Finance Department is responsible for the administration, direction, supervision and coordination of all City financial functions including financial planning, budgeting, debt management, investments, purchasing, accounting, payroll, utilities' customer service, accounts receivable and Information Systems. The Department's role is divided between Administration, Accounting & Budgeting, Utilities and Information Systems. Accounting & Budgeting are reported within the General Fund while Utilities and Information Systems are reported within the Water & Sewer Utility Enterprise Fund. Overall, Administration is accounted for jointly between the two funds.

### **Current and Prior Year Accomplishments**

The Finance Department will continue to document procedures, streamline processes for increased efficiencies, cross-train employees, provide training regarding new accounting issues, and provide timely reporting.

### **Fiscal Year 2018 Goals**

For fiscal year 2018, the Finance Department will focus on activities which will best serve the needs of the residents of the City with emphasis placed on timely and transparent financial reporting to the City's Elected Officials and Management Staff for informed decision making. Staff will play an active role in financial grant management, continued cross-training of staff in Accounting and Utility billing, and early preparation of the Comprehensive Annual Financial Report. Implementation of a fully integrated timekeeping system will provide greater efficiencies for staff across all departments.

### **Long-Term Vision and Future Financial Impact**

The Finance Department will continue to work with other departments in evaluating resources needed for the City to complete the capital infrastructure needs identified in the City's Capital Improvements Program, including playing an integral part in the issuance of debt for Enterprise Fund infrastructure projects. Additionally, Finance will continue to identify tasks that will have a long term effect on operations, including identifying alternative accounting systems that will further transparency and provide accurate and timely information to the city's residents.

**FINANCE PERFORMANCE INDICATORS**  
**FUND: 001    DEPARTMENT: 1015**

	<b>Actual 2014-15</b>	<b>Actual 2015-16</b>	<b>Estimated 2016-17</b>	<b>Adopted 2017-18</b>
<b>Jurisdiction Data</b>				
Population	17,234	17,423	17,606	17,700
Square Miles	5.42	5.42	5.42	5.42
Total # of Full Time Equivalent Employees	176.31	180.60	180.71	180.71
<b>Departmental Inputs</b>				
Total Personnel Services & Operating Expenses	\$ 234,243	\$ 243,151	\$ 269,160	\$ 275,540
Total # of Full Time Equivalent Employees	3.00	3.00	3.00	3.00
<b>Outputs</b>				
# Accounts Payable Checks	4,929	5,075	5,550	5,580
# P-Card Transactions	1,694	2,069	1,980	2,220
# of Purchase Orders	2,069	2,292	2,482	2,700
<b>Efficiency</b>				
O&M Cost Per Capita	\$ 13.59	\$ 13.96	\$ 15.29	\$ 15.57
O&M Cost per Full Time Equiv. Employee	\$ 78,081	\$ 81,050	\$ 89,720	\$ 91,847
Per Capita per Full Time Equiv. Employee	5,745	5,808	5,869	5,900
<b>Effectiveness</b>				
Interest Rate on Bond Investments	2.31%	2.20%	2.40%	2.45%



CITY OF SAFETY HARBOR  
ADOPTED FY 2017/2018 BUDGET

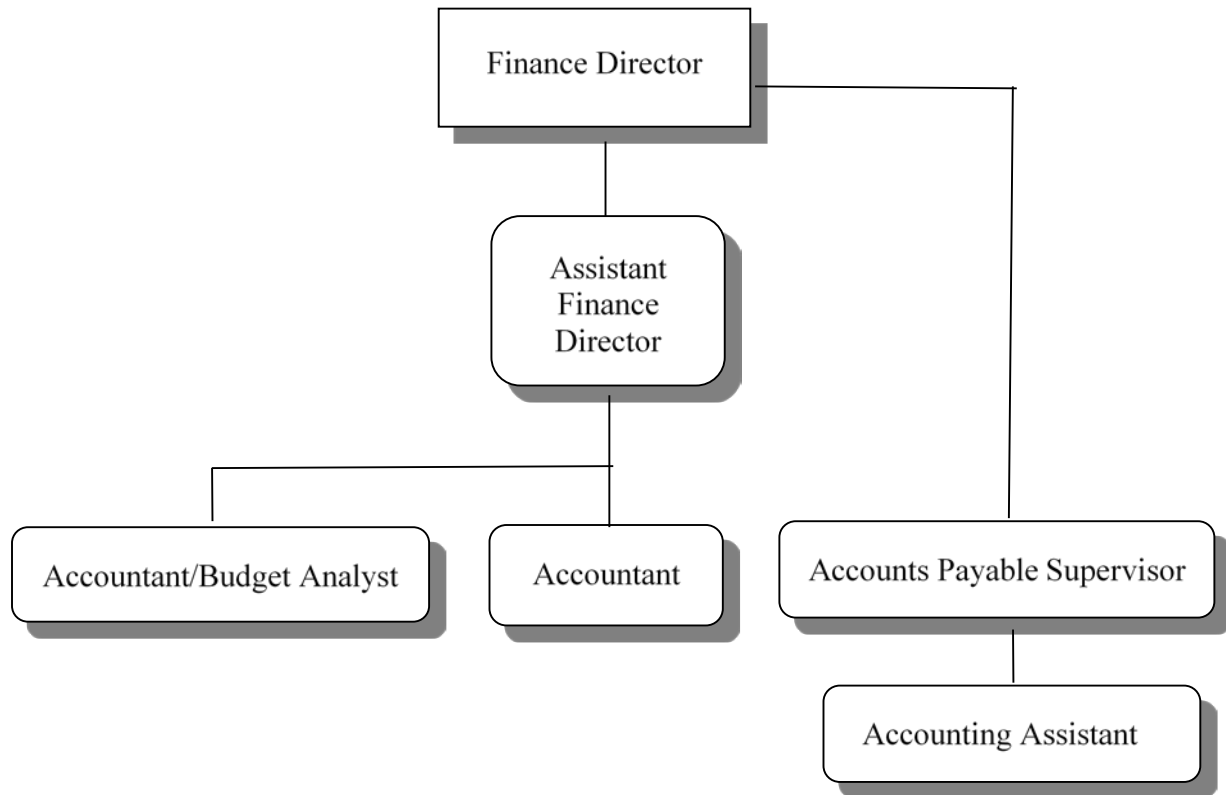
<b>Fund:</b>	<b>Department:</b>	<b>Fund #:</b>
<b>General</b>	<b>Finance</b>	<b>001</b>

**EXPENDITURE DETAIL**

Acct #	Account Description	Actual 2014-15	Actual 2015-16	Adopted Budget 2016-17	Adjusted Budget 2016-17	Estimated Year End 2016-17	Adopted Budget 2017-18
<b>Personnel Services</b>							
1015-513.12-01	Salaries & Wages	\$ 167,287	\$ 176,640	\$ 185,910	\$ 185,910	\$ 187,480	\$ 191,840
1015-513.14-00	Overtime-Time & One Half	29	33	-	-	-	-
	Salaries & Wages Sub-Total	167,316	176,673	185,910	185,910	187,480	191,840
1015-513.21-00	Fica Taxes	12,528	13,217	14,230	14,230	14,350	14,680
1015-513.22-00	Retirement	13,386	14,111	14,880	14,880	15,000	15,350
1015-513.23-00	Life & Health Insurance	33,406	28,162	30,070	36,950	36,950	39,790
	Benefits Sub-Total	59,320	55,490	59,180	66,060	66,300	69,820
	Total Personnel Services	226,636	232,163	245,090	251,970	253,780	261,660
<b>Operating Expenses</b>							
1015-513.34-90	Other Fees & Contracts	1,337	4,050	4,050	4,050	4,050	4,050
1015-513.40-01	Employee Travel	580	446	920	790	920	920
1015-513.41-00	Communication Services	1,019	1,161	1,020	1,020	1,190	1,190
1015-513.46-40	Maintenance Contracts	517	761	850	850	850	850
1015-513.47-01	Printing & Binding	597	1,598	700	700	700	700
1015-513.49-30	Other Current Charges	24	-	-	130	-	-
1015-513.51-10	Office Supplies-General	1,968	1,742	4,400	1,600	4,400	4,400
1015-513.51-11	Non-Capital Office Equip	707	-	500	-	500	500
1015-513.54-10	Publications	105	246	200	200	200	200
1015-513.54-20	Memberships & Dues	570	623	610	610	610	610
1015-513.54-30	Educational Costs	183	361	460	460	460	460
	Total Operating Expenses	7,607	10,988	13,710	10,410	13,880	13,880
<b>Capital Expenses</b>							
1015-513.62-00	Buildings	-	-	2,500	1,290	1,500	-
	Total Capital Expenses	-	-	2,500	1,290	1,500	-
	<b>Total Finance</b>	<b>\$ 234,243</b>	<b>\$ 243,151</b>	<b>\$ 261,300</b>	<b>\$ 263,670</b>	<b>\$ 269,160</b>	<b>\$ 275,540</b>

## Organizational Chart

### FINANCE DEPARTMENT



JOB CLASS / TITLE	PAY GRADE	ADOPTED FY 15/16	ADOPTED FY 16/17	ADOPTED FY 17/18
Finance Director	133	0.50	0.50	0.50
Assistant Finance Director	131	0.50	0.50	0.50
Accountant/Budget Analyst	125	0.50	0.50	0.50
Accountant	122	0.50	0.50	0.50
Accounts Payable Supervisor	123	0.50	0.50	0.50
Accounting Assistant	118	0.00	0.50	0.50
Accounting Clerk II	116	0.50	0.00	0.00
<b>Total Division</b>		<b>3.00</b>	<b>3.00</b>	<b>3.00</b>

Finance Department 50% funded in Water & Wastewater Finance

## Community Development Department

Describe activities, services or function carried out by your department and any relevant additional information (include any shift in emphasis or responsibilities).

### **Current and Prior Year Accomplishments**

#### **Planning and Zoning**

The Planning and Zoning Division is responsible for implementing the City's Comprehensive Plan and Land Development Code and preparing special studies. Division staff reviews development applications, provides planning and zoning related information to the public, maintains geographic information systems (GIS) layers, performs an annual level of service review and Capital Improvements Element update, staffs the Planning and Zoning Board/Board of Appeals, prepares Land Development Code amendments, and serves on two Forward Pinellas committees (Planners Advisory Council and Technical Coordinating Committee). The division oversees three grant programs (Downtown Partnership façade grant, Neighborhood grant, and Beautification Matching grant) and the Mayor's Award for design excellence. The Community Development Director serves as the Director of Planning and Zoning and chairs the Technical Review Committee.

During FY 16/17, staff prepared an update to the Comprehensive Plan, including all elements and the plan map series, and held several workshops and public hearings related to the update. Staff prepared code amendments regarding dimensional standards for the Single Family Residential (R-2) zoning district, allowable uses within the Service Corridor-2 character district, mobile vendor provisions, noise ordinance, entertainment provisions, backyard chickens, medical marijuana, and communication poles in the right of way. Staff reviewed several land development applications, including annexations, rezonings, site plans, variances, code waiver, and sidewalk waivers. Staff began implementing a bicycle/pedestrian audit program in conjunction with Forward Pinellas and facilitated the Planning and Zoning Board's preparation of a mission statement and scope regarding strategies to encourage or incentivize better design and protect the city's small town charm. In addition, staff reviewed the zoning and future land use designations of City-Owned lands and implemented an update to the permitting software land file. Staff assisted with the scope and consultant management for the downtown parking study and assisted in the review of a potential economic development staff position.

#### **Building Division**

The Building Division enforces the Florida Building Code by conducting plan review and inspections for building alterations and new construction. Division staff also administers the City's local business tax receipt registration process. The Building Official also serves as the City's Floodplain Manager and provides the Federal Emergency Management Agency with required documentation to maintain and elevate the City's current rating. In October of 2016, the City Arborist organized a free tree giveaway and an Arbor Day tree planting was held in April of 2017. In addition to reviewing tree removal permits and development applications, the City Arborist played an integral role in the design of Waterfront Park restoration area and the Folly Farms wetland restoration project.

#### **Code Enforcement**

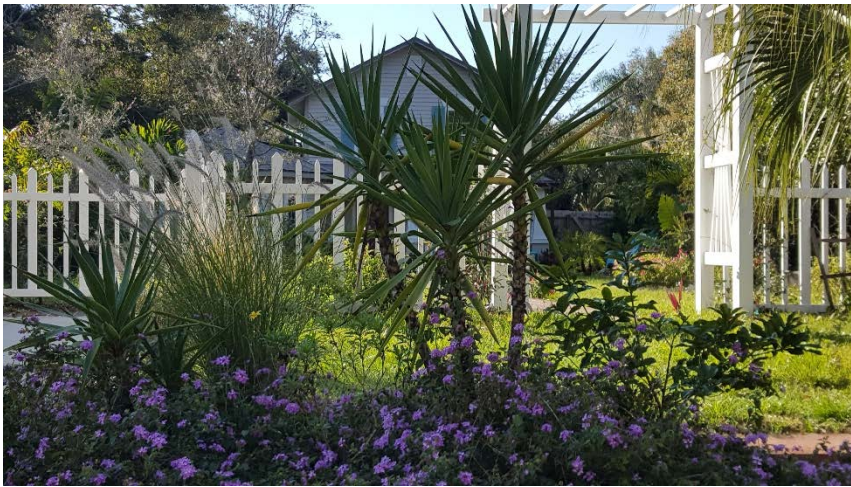
The City's Code Enforcement Officer is responsible for ensuring all use activities and structures comply with the minimum standards set forth by City ordinance. This involves responding to citizen complaints, staff investigations, and routine surveillance. In the vast majority of cases, voluntary compliance is achieved without a hearing before the Code Enforcement Board. The most common violations involve illegal signs, overgrowth, abandoned vehicles, license and permit violations, animal complaints, and right-of-way violations. Code Enforcement staff led an education effort to advise business owners of the amendments to the sign code and sign related code violations.

### **Fiscal Year 2018 Goals**

In FY 2018, the department goals include adoption of the Comprehensive Plan update and working with other departments regarding the implementation of recommendations resulting from the downtown parking study, bicycle/pedestrian audit, strategies to encourage or incentivize better design and protect the city's small town charm, and the economic development program.

### **Long-Term Vision and Future Financial Impact**

The long-term vision of the Department is to ensure seamless coordination between the planning, building, and code enforcement division, ensure the staff team has the necessary resources and training, and to provide excellent customer service to the residents and businesses of Safety Harbor.



**Downtown Partnership Grant: 325 5<sup>th</sup> Ave. N. (Landscaping)**



**Downtown Partnership Grant: Cello's Charhouse with Shamec (Mural)**

CITY OF SAFETY HARBOR  
ADOPTED FY 2017/2018 BUDGET

**PLANNING & ZONING PERFORMANCE INDICATORS**

**FUND: 001    DEPARTMENT: 1017**

	<b>Actual 2014-15</b>	<b>Actual 2015-16</b>	<b>Estimated 2016-17</b>	<b>Adopted 2017-18</b>
<b>Jurisdiction Data</b>				
Population	17,234	17,423	17,606	17,700
Square Miles	5.42	5.42	5.42	5.42
Total # of Full Time Equivalent Employees	176.31	180.60	180.71	180.71
<b>Departmental Inputs</b>				
Total Personnel Services & Operating Expenses	\$ 183,443	\$ 260,318	\$ 284,803	\$ 295,417
Total # of Full Time Equivalent Employees	2.45	2.30	2.30	2.30
<b>Outputs</b>				
# of Annexations	1	1	2	2
# of Site Plans	5	3	4	4
# of Comp Plan Amendments Completed	1	3	3	3
# of Land Development and City Code Amendments	7	17	10	10
# of Zoning Map Amendments	2	3	3	3
# of Conditional Use Reviews	3	1	1	1
# of Subdivisions	3	1	1	1
# of Variances	2	7	5	5
Temporary Use	10	7	9	9
# of Zoning Permits	138	126	130	130
<b>Efficiency</b>				
O&M Cost Per Capita	\$ 10.64	\$ 14.94	\$ 16.18	\$ 16.69
O&M Cost per Full Time Equiv. Employee	\$ 74,875	\$ 113,182	\$ 123,827	\$ 128,442
Per Capita per Full Time Equiv. Employee	7,034	7,575	7,655	7,696
<b>Effectiveness</b>				
Avg. # days to Review Development Cases	30	30	30	30
% of Projects Completed on Schedule	100%	100%	100%	100%

CODE ENFORCEMENT PERFORMANCE INDICATORS

FUND: 001 DEPARTMENT: 1017

	Actual 2014-15	Actual 2015-16	Estimated 2016-17	Adopted 2017-18
<b>Jurisdiction Data</b>				
Population	17,234	17,423	17,606	17,700
Square Miles	5.42	5.42	5.42	5.42
Total # of Full Time Equivalent Employees	176.31	180.60	180.71	180.71
<b>Departmental Inputs</b>				
Total Personnel Services & Operating Expenses	\$ 52,411	\$ 53,895	\$ 58,527	\$ 60,773
Total # of Full Time Equivalent Employees	1.00	1.00	1.00	1.00
<b>Outputs</b>				
Remove illegal signs	535	426	652	652
Lot mowing	-	3	2	2
Abandoned cars	22	35	44	44
Illegal dumping and trash accumulation	34	42	60	60
License and permit violations	35	36	30	30
Watering ban violations	1	-	-	-
Watering information (pool discharge)	5	6	-	-
Tree violations (illegal cutting)	16	6	18	18
Animal complaints	9	10	38	38
Visual obstruction	4	4	6	6
Signs	-	52	30	30
Damaging city property	8	21	-	-
Zoning violations (grass)	60	55	10	10
Rights-of-way violations	21	36	14	14
Miscellaneous code violations	100	111	150	150
Code Enforcement Board violations	50	17	10	10
Posting official notices	16	33	25	25
<b>Efficiency</b>				
O&M Cost Per Capita	\$ 3.04	\$ 3.09	\$ 3.32	\$ 3.43
O&M Cost per Full Time Equiv. Employee	\$ 52,411	\$ 53,895	\$ 58,527	\$ 60,773
Per Capita per Full Time Equiv. Employee	17,234	17,423	17,606	17,700
<b>Effectiveness</b>				
Avg. Time to Gain Compliance	20 days	20 days	20 days	20 days
Avg. Time to Initial Response to a Complaint	2 days	2 days	2 days	2 days

CITY OF SAFETY HARBOR  
ADOPTED FY 2017/2018 BUDGET

<b>Fund:</b>	<b>Department:</b>	<b>Fund #:</b>
<b>General</b>	<b>Community Development/Planning &amp; Zoning/Code Enforcement</b>	<b>001</b>

**EXPENDITURE DETAIL**

Acct #	Account Description	Actual		Adopted	Adjusted	Estimated	Adopted
		2014-15	2015-16	Budget	Budget	Year End	Budget
		2014-15	2015-16	2016-17	2016-17	2016-17	2017-18
<b>Personnel Services</b>							
1017-515.12-01	Salaries & Wages	\$ 156,981	\$ 229,103	\$ 208,810	\$ 193,680	\$ 220,730	\$ 225,650
	Salaries & Wages Sub-Total	156,981	229,103	208,810	193,680	220,730	225,650
1017-515.21-00	Fica Taxes	11,906	17,222	15,980	15,980	16,940	17,310
1017-515.22-00	Retirement	11,608	15,711	16,590	16,590	15,580	15,940
1017-515.23-00	Life & Health Insurance	19,150	34,444	37,730	37,730	47,370	50,960
	Benefits Sub-Total	42,664	67,377	70,300	70,300	79,890	84,210
	Total Personnel Services	199,645	296,480	279,110	263,980	300,620	309,860
<b>Operating Expenses</b>							
1017-515.34-20	Planning Services	14,265	-	8,000	8,690	8,000	8,000
1017-515.34-90	Other Fees And Contracts	1,130	1,813	2,000	11,839	11,840	6,750
1017-515.40-01	Employee Travel	57	189	870	495	870	1,200
1017-515.40-30	Dept. Director Phone Allowance	-	209	-	-	600	600
1017-515.41-00	Communication Services	712	816	720	720	880	890
1017-515.46-10	Outside Vehicle Repair	751	-	300	300	300	600
1017-515.46-20	Equipment Repairs	362	-	500	500	500	500
1017-515.46-40	Maintenance Contracts	6,636	5,120	7,660	7,660	7,660	7,660
1017-515.47-01	Printing & Binding	3,836	4,213	5,000	5,000	5,000	10,000
1017-515.51-10	Office Supplies-General	389	446	600	600	600	650
1017-515.51-11	Non-Capital Office Equip.	694	1,338	550	1,250	1,450	3,950
1017-515.51-50	Reproduction Supplies	474	367	500	410	500	500
1017-515.52-01	Gas	653	526	530	730	730	770
1017-515.52-03	Oil & Other Lubricants	14	16	100	80	100	100
1017-515.52-10	Vehicle Parts	60	14	150	235	150	300
1017-515.52-70	Special Clothing /Uniform	136	146	200	400	400	400
1017-515.52-80	Tires And Tubes	284	-	300	135	300	300
1017-515.54-10	Publications	50	-	100	-	-	100
1017-515.54-20	Memberships & Dues	1,303	1,079	1,230	1,230	1,230	1,560
1017-515.54-30	Educational Costs	375	1,440	1,600	1,375	1,600	1,500
1017-515.64-30	Office Furniture/Equipment	4,028	-	-	-	-	-
	Total Operating Expenses	36,209	17,732	30,910	41,649	42,710	46,330
	<b>Total Community Development</b>	<b>\$ 235,854</b>	<b>\$ 314,212</b>	<b>\$ 310,020</b>	<b>\$ 305,629</b>	<b>\$ 343,330</b>	<b>\$ 356,190</b>

**BUILDING DEPT PERFORMANCE INDICATORS**

**FUND: 001 DEPARTMENT: 1024**

	<b>Actual 2014-15</b>	<b>Actual 2015-16</b>	<b>Estimated 2016-17</b>	<b>Adopted 2017-18</b>
<b>Jurisdiction Data</b>				
Population	17,234	17,423	17,606	17,700
Square Miles	5.42	5.42	5.42	5.42
Total # of Full Time Equivalent Employees	176.31	180.60	180.71	180.71
<b>Departmental Inputs</b>				
Total Personnel Services & Operating Expenses	\$ 360,833	\$ 385,828	\$ 443,250	\$ 404,840
Total # of Full Time Equivalent Employees	5.00	5.00	5.50	5.50
Total # of Full-Time Inspectors	1.00	1.00	1.00	1.00
Total # of Full-Time Plan Examiners	1.00	1.00	1.00	1.00
<b>Outputs</b>				
# of Bldg. Plans Reviewed	570	514	600	650
# of Bldg. Permits Issued	1,924	1,903	3,000	3,150
# of Inspection Performed	4,405	4,284	4,100	4,305
<b>Outputs Occupational Licenses</b>				
# of Licenses Issued	1,246	1,296	1,175	1,200
# of Renewals	10,985	1,072	1,080	1,100
# of Inspections Performed (By Code Enforcement)	80	80	80	80
<b>Efficiency</b>				
Avg # of Insp. Per Full Time Equiv. Employee	4,405	4,284	4,100	4,305
Avg. # of Plans Reviewed per FTE	570	514	600	650
O&M Cost Per Capita	\$ 20.94	\$ 22.14	\$ 25.18	\$ 22.87
O&M Cost per Full Time Equiv. Employee	\$ 72,167	\$ 77,166	\$ 80,591	\$ 73,607
Per Capita per Full Time Equiv. Employee	3,447	3,485	3,201	3,218
<b>Effectiveness</b>				
Avg. Permit Review Time (minutes)	45	45	45	45
% of Inspections Performed on Schedule	100%	100%	100%	100%
% of Recovery	100%	100%	100%	100%



CITY OF SAFETY HARBOR  
ADOPTED FY 2017/2018 BUDGET

<b>Fund:</b>	<b>Department:</b>	<b>Fund #:</b>
<b>General</b>	<b>Building</b>	<b>001</b>

**EXPENDITURE DETAIL**

Acct #	Account Description	Actual 2014-15	Actual 2015-16	Adopted Budget 2016-17	Adjusted Budget 2016-17	Estimated Year End 2016-17	Adopted Budget 2017-18
<b>Personnel Services</b>							
1024-524.12-01	Salaries & Wages	\$ 224,331	\$ 263,684	\$ 276,960	\$ 276,960	\$ 283,630	\$ 266,440
	Salaries & Wages Sub-Total	224,331	263,684	276,960	276,960	283,630	266,440
1024-524.21-00	Fica Taxes	16,495	19,618	21,190	21,190	21,730	20,390
1024-524.22-00	Retirement	27,338	27,295	32,050	32,050	32,160	31,690
1024-524.23-00	Life & Health Insurance	53,568	55,703	59,710	63,170	63,170	50,850
	Benefits Sub-Total	97,401	102,616	112,950	116,410	117,060	102,930
	Total Personnel Services	321,732	366,300	389,910	393,370	400,690	369,370
<b>Operating Expenses</b>							
1024-524.34-90	Other Fees & Contracts	24,712	10,748	15,000	40,000	15,000	15,000
1024-524.40-01	Employee Travel	616	598	560	560	560	820
1024-524.41-00	Communications Services	1,496	1,677	7,390	7,390	7,530	7,560
1024-524.46-10	Outside Vehicle Repairs	112	-	500	500	500	500
1024-524.46-40	Maintenance Contracts	70	-	1,000	1,000	1,000	-
1024-524.47-01	Printing & Binding	2,343	362	1,600	1,600	1,600	1,600
1024-524.49-30	Other Current Charges	117	142	200	200	200	200
1024-524.51-10	Office Supplies-General	2,078	1,497	1,700	1,650	1,600	1,700
1024-524.51-11	Non-Capital Office Equipmnet	1,644	-	8,430	8,380	8,430	-
1024-524.52-01	Gas	1,997	2,067	2,140	2,140	2,060	2,190
1024-524.52-03	Oil & Lubricants	25	14	80	80	80	80
1024-524.52-10	Vehicle Parts	603	118	600	600	600	600
1024-524.52-70	Special Clothing/Uniforms	826	758	800	1,150	950	1,150
1024-524.52-80	Tires & Tubes	301	277	430	430	430	430
1024-524.54-10	Publications	125	-	1,000	900	-	1,000
1024-524.54-20	Memberships & Dues	775	255	420	420	420	890
1024-524.54-30	Educational Costs	745	1,015	1,450	1,300	1,300	1,450
	Total Operating Expenses	39,101	19,528	43,600	68,600	42,560	35,470
	<b>Total Building</b>	<b>\$ 360,833</b>	<b>\$ 385,828</b>	<b>\$ 433,510</b>	<b>\$ 461,970</b>	<b>\$ 443,250</b>	<b>\$ 404,840</b>

CITY OF SAFETY HARBOR  
ADOPTED FY 2017/2018 BUDGET

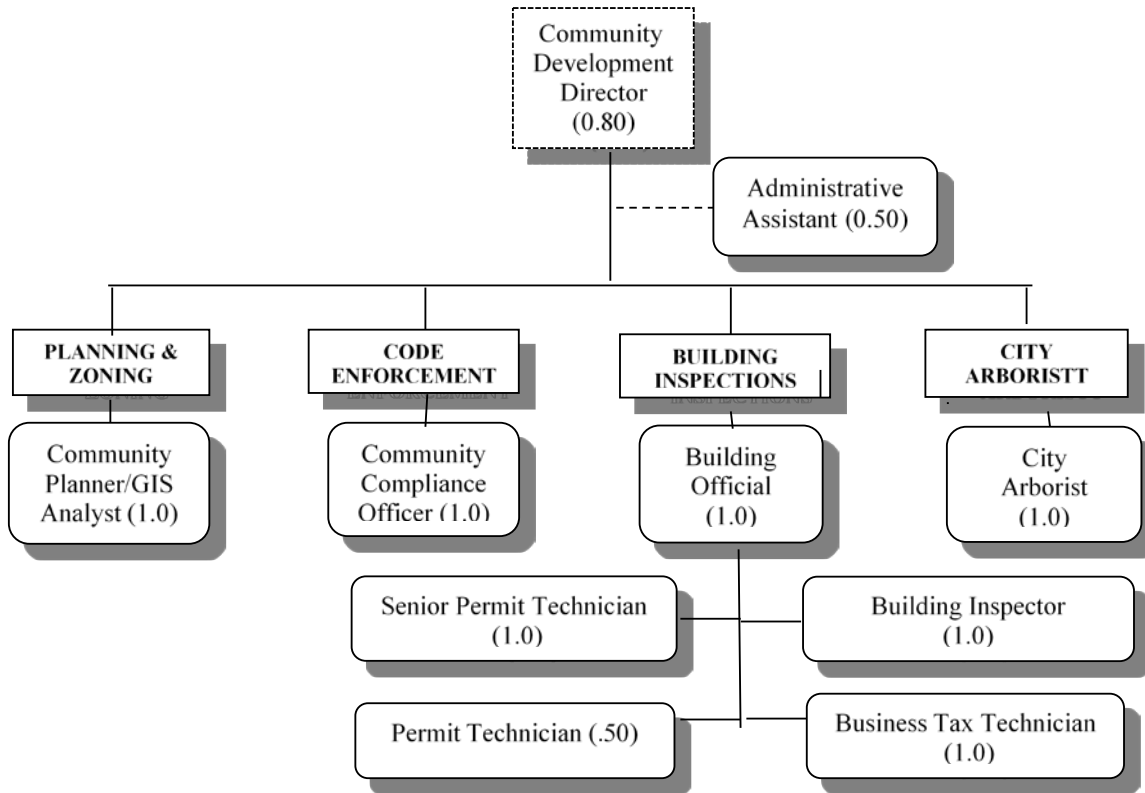
<b>Fund:</b>	<b>Department:</b>	<b>Fund #:</b>
<b>General</b>	<b>Building</b>	<b>001</b>

<b>FUNDING SOURCE</b>
-----------------------

Acct #	Account Description	Actual	Actual	Adopted	Adjusted	Estimated	Adopted
		2014-15	2015-16	Budget	Budget	Year End	Budget
		2014-15	2015-16	2016-17	2016-17	2016-17	2017-18
Program Expenditure Budget		\$ 360,833	\$ 385,828	\$ 433,510	\$ 461,970	\$ 443,250	\$ 404,840
Less Revenues Supporting Program:							
316 Local Business Tax		162,446	141,389	159,560	159,560	153,560	156,000
322 Permits, Fees & Special Assessments		214,782	241,748	251,710	251,710	255,500	268,300
329 Other Permits & Fees		5,215	2,669	2,820	2,820	4,000	4,200
342 Public Safety		56,465	84,356	76,080	76,080	75,300	78,700
Net Unsupported/(Supported) Budget		<b>\$ (78,075)</b>	<b>\$ (84,334)</b>	<b>\$ (56,660)</b>	<b>\$ (28,200)</b>	<b>\$ (45,110)</b>	<b>\$ (102,360)</b>
% Of Budget Supported		121.6%	121.9%	113.1%	106.1%	110.2%	125.3%

## Organizational Chart

### COMMUNITY DEVELOPMENT DEPARTMENT



JOB CLASS / TITLE	PAY GRADE	ADOPTED FY 15/16	ADOPTED FY 16/17	ADOPTED FY 17/18
<b>Community Development Director*</b>	<b>133</b>	<b>0.80</b>	<b>0.80</b>	<b>0.80</b>
<b>Planning &amp; Zoning/Code Enforcement</b>				
Community Planner/GIS Analyst	127	1.00	1.00	1.00
Administrative Assistant	119	0.50	0.50	0.50
Community Compliance Officer	121	1.00	1.00	1.00
<b>Total Planning &amp; Zoning/Code Enf.</b>		<b>2.50</b>	<b>2.50</b>	<b>2.50</b>
<b>Building Division</b>				
Building Codes Official	130	1.00	1.00	1.00
Building Inspector	124	1.00	1.00	1.00
City Arborist	124	1.00	1.00	1.00
Senior Permit Technician	118	1.00	1.00	1.00
Business Tax Technician	118	1.00	1.00	1.00
Permit Technician	116	0.00	0.50	0.50
Permit Clerk	116	0.00	0.50	0.00
<b>Total Building</b>		<b>5.00</b>	<b>5.50</b>	<b>5.50</b>
<b>Total Community Development</b>		<b>8.30</b>	<b>8.80</b>	<b>8.80</b>



CITY OF SAFETY HARBOR  
ADOPTED FY 2017/2018 BUDGET

<b>Fund:</b>	<b>Department:</b>	<b>Fund #:</b>
<b>General</b>	<b>City Attorney</b>	<b>001</b>

**EXPENDITURE DETAIL**

Acct #	Account Description	Actual	Actual	Adopted	Adjusted	Estimated	Adopted
		2014-15	2015-16	Budget	Budget	Year End	Budget
		2014-15	2015-16	2016-17	2016-17	2016-17	2017-18
<b>Operating Expenses</b>							
1018-514.31-10	Legal Services	117,481	122,776	132,600	115,600	132,600	135,500
1018-514.31-20	Other Legal	5,353	8,454	5,000	22,000	6,500	10,000
1018-514.40-01	Employee Travel	751	1,101	750	750	750	1,000
1018-514.54-10	Publications	870	450	1,000	1,000	1,000	1,000
1018-514.54-20	Memberships & Dues	-	-	-	-	350	-
1018-514.54-30	Educational Costs	350	450	450	450	100	450
	Total Operating Expenses	124,805	133,231	139,800	139,800	141,300	147,950
<b>Total City Attorney</b>							
		\$ 124,805	\$ 133,231	\$ 139,800	\$ 139,800	\$ 141,300	\$ 147,950



CITY OF SAFETY HARBOR  
ADOPTED FY 2017/2018 BUDGET

<b>Fund:</b>	<b>Department:</b>	<b>Fund #:</b>
<b>General</b>	<b>General Government</b>	<b>001</b>

**EXPENDITURE DETAIL**

Acct #	Account Description			Adopted	Adjusted	Estimated	Adopted
		Actual	Actual	Budget	Budget	Year End	Budget
		2014-15	2015-16	2016-17	2016-17	2016-17	2017-18
<b>Personnel Services</b>							
1020-519.24-00	Workers Compensation Ins.	35,073	31,196	36,620	47,810	37,530	34,420
1020-519.25-00	Unemployment Contribution	1,347	2,246	5,230	5,230	5,230	5,230
	Benefits Sub-Total	36,420	33,442	41,850	53,040	42,760	39,650
	Total Personnel Services	36,420	33,442	41,850	53,040	42,760	39,650
<b>Operating Expenses</b>							
1020-519.32-10	Auditing And Accounting	17,469	25,670	23,270	23,270	23,270	23,270
1020-519.34-90	Other Fees & Contracts	11,184	6,001	13,670	15,610	7,000	14,600
1020-519.41-00	Communications Services	4,838	5,695	6,200	6,200	2,600	1,700
1020-519.42-10	Postage	23,812	22,169	31,290	22,590	22,590	23,580
1020-519.43-00	Utility Services	36,109	30,525	34,400	34,400	33,700	36,300
1020-519.45-00	General Liability Ins	68,279	70,191	73,230	81,330	86,650	72,320
1020-519.46-01	Building & Grounds Maint	5,859	15,088	19,110	19,110	19,110	13,110
1020-519.46-40	Maintenance Contracts	35,842	41,630	40,440	42,909	43,990	40,440
1020-519.47-01	Printing & Binding	10,864	8,149	10,500	10,500	10,500	10,500
1020-519.49-30	Other Current Charges	12,995	9,898	9,200	54,110	9,200	9,200
1020-519.51-10	Office Supplies-General	6,465	4,222	5,000	5,000	5,000	5,000
1020-519.51-11	Non-Capital Office Equip.	-	21,415	-	-	-	-
1020-519.52-35	Non-Capital Operating Equip.	-	-	24,020	34,020	34,020	-
1020-519.52-42	Supplies City Hall BR	697	471	1,800	1,800	1,800	1,800
1020-519.52-41	Housekeeping Supplies	1,311	1,626	-	-	-	-
1020-519.52-90	Special Supplies	17,538	516	500	500	500	500
1020-519.54-01	Subscriptions	168	168	200	200	200	200
1020-519.54-20	Memberships & Dues	-	425	430	430	430	430
	Total Operating Expenses	253,430	263,859	293,260	351,979	300,560	252,950
<b>Total General Government</b>		<b>\$ 289,850</b>	<b>\$ 297,301</b>	<b>\$ 335,110</b>	<b>\$ 405,019</b>	<b>\$ 343,320</b>	<b>\$ 292,600</b>





CITY OF SAFETY HARBOR  
ADOPTED FY 2017/2018 BUDGET

<b>Fund:</b>	<b>Department:</b>	<b>Fund #:</b>
<b>General</b>	<b>Law Enforcement</b>	<b>001</b>

**EXPENDITURE DETAIL**

Acct #	Account Description	Actual 2014-15	Actual 2015-16	Adopted Budget 2016-17	Adjusted Budget 2016-17	Estimated Year End 2016-17	Adopted Budget 2017-18
<b>Operating Expenses</b>							
1021-521.34-30	Sheriff's Contract	1,211,298	1,260,277	1,300,500	1,277,290	1,277,290	1,315,610
	Total Operating Expenses	1,211,298	1,260,277	1,300,500	1,277,290	1,277,290	1,315,610
<b>Total Law Enforcement</b>							
		<b>\$ 1,211,298</b>	<b>\$ 1,260,277</b>	<b>\$ 1,300,500</b>	<b>\$ 1,277,290</b>	<b>\$ 1,277,290</b>	<b>\$ 1,315,610</b>





## Fire Department

### *Protecting Life and Property through response and education*

The Fire Department protects life and property from all hazards through emergency preparedness and response. The department is primarily responsible for directing and coordinating all fire, medical and emergency management functions. These responsibilities involve planning, budgeting, training, mitigating, fire suppression, advance life support emergency medical services, hazardous material response, fire inspections, arson investigations, public education, hurricane preparedness and terrorism response. Services are provided with emphasis on quality, public safety, injury reduction, environmental protection, cost effectiveness and customer service. Pride and Ownership in everything we do is our creed.

### **Current and Prior Year Accomplishments**



The department continues to make significant progress with developing and enhancing services to the community. Utilizing the Insurance Service Office (ISO) standards as a foundation, we continue to strive to improve to ensure the community is protected. This comprehensive and thorough inspection rates the department on its ability to protect the community. The ISO is a leading source of information concerning fire risk and provides the fire department ratings based on their ability to deliver services. The grading schedule is Class 1 to a Class 10 rating (no fire protection). In 2015 the city was upgraded to a Class 2. This new rating brings the community to the top 1014 out of the 48855 communities in the Nation. The department has

identified and begun implementing cost savings measures related to energy efficiency at all facilities. We are continuing to meet and exceed all training requirements for all positions as identified by ISO standards.



### **Fiscal Year 2017 Goals**

The department will continue with its professional development program and will require further education and training requirements for all positions. The department will continue to focus on physical fitness and wellness for its members. Staff will continue to work with county Fire/EMS for efficiencies while either maintaining or increasing the level of service.

### **Long-Term Vision and Future Financial Impact**

The department will continue to focus on mentoring members to fill future supervisory and management positions. Staff will continue to work with our county partners on fire-ems issues.

**FIRE PERFORMANCE INDICATORS**  
**FUND: 001 DEPARTMENT: 1022**

<b>Jurisdiction Data</b>	<b>Actual 2014-15</b>	<b>Actual 2015-16</b>	<b>Estimated 2016-17</b>	<b>Adopted 2017-18</b>
Population	17,234	17,423	17,606	17,700
Square Miles	5.42	5.42	5.42	5.42
Total # of Full Time Equivalent Employees	176.31	180.60	180.71	180.71
<b>Departmental Inputs</b>				
Total Personnel Services & Operating Expenses	\$ 3,603,248	\$ 3,653,451	\$ 3,845,220	\$ 3,921,280
Total # of Full Time Equivalent Employees	29.00	30.00	30.00	30.00
<b>Prevention</b>				
Complete all fire safety inspections (commercial)	700	700	700	700
Conduct 15 high hazard inspections	15	15	15	15
# Public Education Programs Conducted	90	90	90	90
# Education Program Attendees	900	900	900	900
# Fire Investigations	20	22	24	24
Update prefire plans annually	70	70	70	70
Inspect and test all hydrants within district	700	700	700	700
<b>Emergency Response</b>				
Prevent fire deaths on all fire incidents in district (%)	100	100	100	100
Confine 90% of bldg fires to area involved on arrival	100	100	100	100
Provide a minimum of ALS to all incidents within City	100	100	100	100
EOC Activations	1	1	3	4
Respond to emergencies within 7 minutes or less	100	100	100	100
<b>Training</b>				
Avg Inservice Training Hours per Firefighter	270	270	270	270
Training hours for Live Fire Evolutions	150	150	150	150
ISO Training Hours Per FF	240	240	240	240
CPR Classes Conducted	12	12	8	8
# of NFPA 1410 drills conducted	36	36	36	36
<b>Total Emergency Readness Efficiency</b>	<b>972</b>	<b>972</b>	<b>968</b>	<b>968</b>
% of ISO Training requirements met	100	100	100	100
% of emergency response criteria met	100	100	100	100
% of company inspections conducted	100	100	100	100
O&M Cost Per Capita	\$ 209.08	\$ 209.69	\$ 218.40	\$ 221.54
O&M Cost per Full Time Equiv. Employee	\$ 124,250	\$ 121,782	\$ 128,174	\$ 130,709
Per Capita per Full Time Equiv. Employee	594	581	587	590

CITY OF SAFETY HARBOR  
ADOPTED FY 2017/2018 BUDGET

<b>Fund:</b>	<b>Department:</b>	<b>Fund #:</b>
<b>General</b>	<b>Fire And EMS</b>	<b>001</b>

**EXPENDITURE DETAIL**

Acct #	Account Description	Actual		Adopted	Adjusted	Estimated	Adopted
		2014-15	2015-16	Budget	Budget	Year End	Budget
		2014-15	2015-16	2016-17	2016-17	2016-17	2017-18
<b>Personnel Services</b>							
1022-522.12-01	Salaries & Wages	\$ 1,882,171	\$ 1,918,763	\$ 1,932,600	\$ 1,932,600	\$ 1,918,790	\$ 1,986,890
1022-522.14-00	Overtime-Time & One Half	154,594	194,055	121,410	121,410	125,000	135,000
1022-522.15-10	Incentive Pay	41,735	40,502	45,000	45,000	40,090	46,000
	Salaries & Wages Sub-Total	2,078,500	2,153,320	2,099,010	2,099,010	2,083,880	2,167,890
1022-522.21-00	Fica Taxes	152,018	157,601	160,580	160,580	159,420	163,320
1022-522.22-00	Retirement	416,056	410,457	500,920	500,920	519,690	529,500
1022-522.22-01	Passing Thru State	128,897	106,534	140,000	140,000	140,000	125,000
1022-522.23-00	Life & Health Insurance	375,303	388,104	448,070	448,070	442,760	488,530
1022-522.24-00	Workers Compensation Ins.	103,952	106,862	113,320	113,320	116,150	106,490
	Benefits Sub-Total	1,176,226	1,169,558	1,362,890	1,362,890	1,378,020	1,412,840
	Total Personnel Services	3,254,726	3,322,878	3,461,900	3,461,900	3,461,900	3,580,730

**Operating Expenses**

1022-522.31-30	Employee Physicals	12,180	12,830	14,550	14,650	14,650	16,000
1022-522.32-10	Auditing & Accounting	5,921	6,940	6,050	6,050	6,050	6,050
1022-522.34-90	Other Fees & Contracts	-	275	-	-	-	-
1022-522.40-01	Employee Travel	461	356	300	300	300	300
1022-522.41-00	Communication Services	16,963	19,525	17,440	17,440	17,440	20,800
1022-522.42-10	Postage	-	-	70	70	70	70
1022-522.43-00	Utility Services	30,514	29,271	31,200	31,200	32,700	36,300
1022-522.45-00	General Liability Ins.	70,470	72,440	75,670	75,670	79,190	64,420
1022-522.46-01	Building & Grounds Maint	8,316	18,941	9,360	14,660	14,660	9,360
1022-522.46-10	Outside Vehicle Repairs	25,332	23,496	30,000	39,547	40,880	26,000
1022-522.46-20	Equipment Repairs	7,066	5,410	6,000	6,190	6,000	6,000
1022-522.46-30	Nextel/Radio Maintenance	576	420	600	600	600	600
1022-522.46-40	Maintenance Contracts	11,183	9,031	14,480	15,131	14,480	15,100
1022-522.49-23	9/11 Memorial Bricks	398	-	-	-	-	-
1022-522.49-30	Other Current Charges	4,567	7,137	5,000	5,000	5,000	5,000
1022-522.51-10	Office Supplies-General	1,168	1,858	2,000	2,000	2,000	2,000
1022-522.51-11	Non-Capital Office Equip	2,110	7,604	41,600	29,600	35,600	3,300
1022-522.52-01	Gas	5,898	5,640	5,640	5,640	5,500	5,850

CITY OF SAFETY HARBOR  
ADOPTED FY 2017/2018 BUDGET

<b>Fund:</b>	<b>Department:</b>	<b>Fund #:</b>
<b>General</b>	<b>Fire And EMS</b>	<b>001</b>

			Adopted	Adjusted		Adopted
		Actual	Actual	Budget	Budget	Budget
Acct #	Account Description	2014-15	2015-16	2016-17	2016-17	2017-18
					Estimated	
					Year End	

**EXPENDITURE DETAIL**

1022-522.52-02 Diesel	21,965	15,868	21,790	21,790	18,000	19,100
1022-522.52-03 Oil & Other Lubricants	1,466	1,437	2,500	2,500	2,500	2,500
1022-522.52-10 Vehicle Parts	8,527	17,672	6,000	26,353	10,000	10,000
1022-522.52-20 Equipment Parts	4,013	5,125	4,000	7,000	6,000	6,100
1022-522.52-30 Small Tools & Supplies	1,864	1,837	1,900	3,800	2,800	1,900
1022-522.52-35 Non-Capital Operating Equip	-	-	3,000	4,000	3,700	3,000
1022-522.52-40 Builders Supplies	353	40	200	300	300	200
1022-522.52-41 Housekeeping Supplies	5,422	5,938	5,500	5,500	5,500	6,000
1022-522.52-70 Special Clothing/Uniforms	70,797	23,275	20,000	26,000	20,000	25,000
1022-522.52-80 Tires And Tubes	4,448	6,466	3,000	3,000	3,000	5,000
1022-522.52-90 Special Supplies	5,168	7,468	3,500	3,500	3,500	3,500
1022-522.52-92 Fire Hose & Supplies	4,547	4,804	5,000	5,000	5,000	5,000
1022-522.54-10 Publications	246	1,594	1,600	1,600	1,600	1,600
1022-522.54-20 Memberships & Dues	2,209	1,072	3,800	3,800	3,800	2,000
1022-522.54-30 Educational Costs	14,374	16,803	22,500	24,400	22,500	32,500
Total Operating Expenses	348,522	330,573	364,250	402,291	383,320	340,550

**Internal Services**

1022-590.94-16 Data Processing Fee Reimb	99,150	63,030	39,550	39,550	39,550	63,030
Total Internal Services	99,150	63,030	39,550	39,550	39,550	63,030

**Total Fire And EMS**

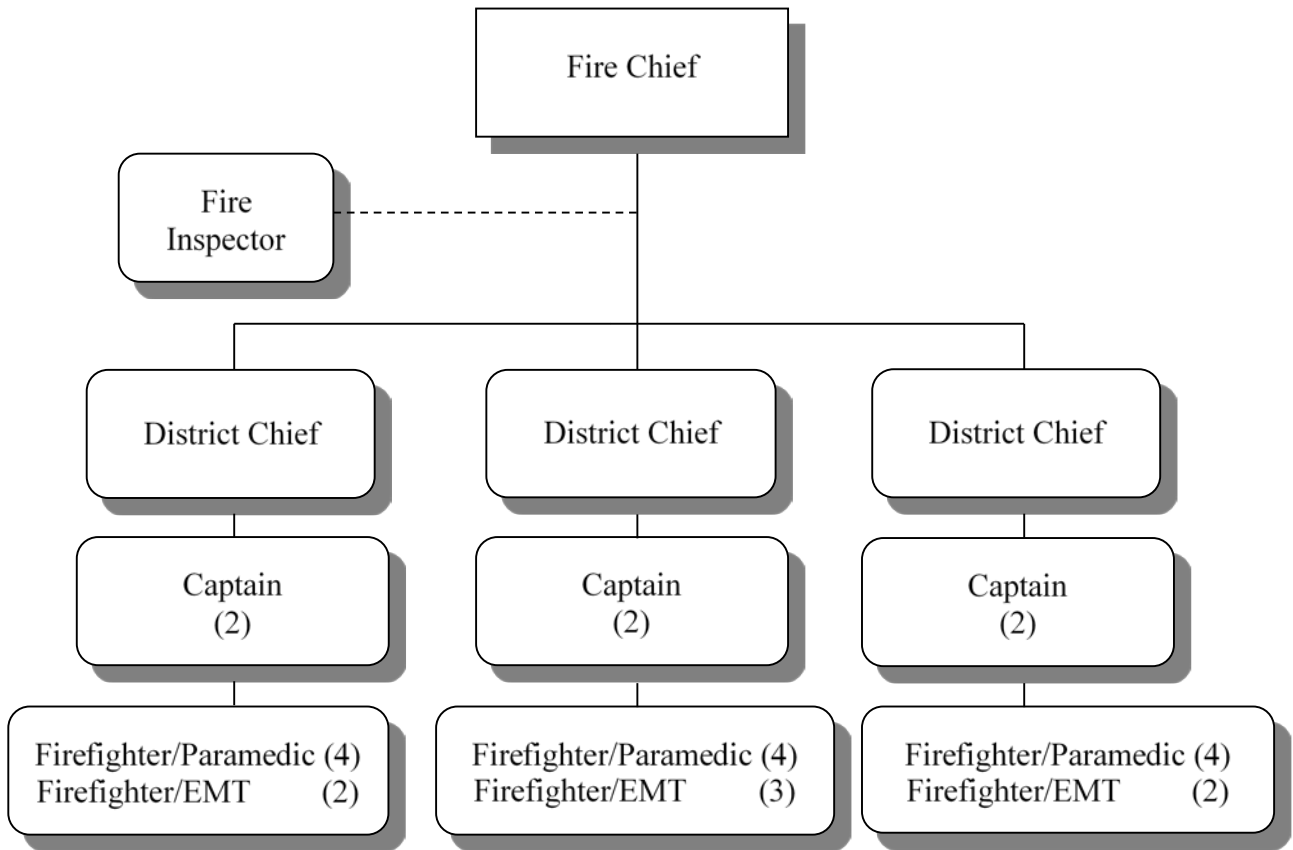
<b>\$ 3,702,398</b>	<b>\$ 3,716,481</b>	<b>\$ 3,865,700</b>	<b>\$ 3,903,741</b>	<b>\$ 3,884,770</b>	<b>\$ 3,984,310</b>
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**FUNDING SOURCE**

Program Expenditure Budget	\$ 3,603,248	\$ 3,653,451	\$ 3,826,150	\$ 3,864,191	\$ 3,845,220	\$ 3,921,280
Less Revenues Supporting Program:						
312 Other Taxes	128,897	106,534	140,000	140,000	140,000	125,000
331 Federal Grants	-	7,577	-	-	-	-
338 Shared Revenue From Other Local Units	1,031,843	1,052,207	1,123,800	1,092,800	1,065,610	1,180,020
Net Unsupported Budget	<b>\$ 2,442,508</b>	<b>\$ 2,487,133</b>	<b>\$ 2,562,350</b>	<b>\$ 2,631,391</b>	<b>\$ 2,639,610</b>	<b>\$ 2,616,260</b>
% Of Budget Supported	32.2%	31.9%	33.0%	31.9%	31.4%	33.3%

## Organizational Chart

### FIRE DEPARTMENT



JOB CLASS / TITLE	PAY GRADE	ADOPTED FY 15/16	ADOPTED FY 16/17	ADOPTED FY 17/18
Fire Chief	133	1.00	1.00	1.00
District Chief	131	3.00	3.00	3.00
Captain	O2	6.00	6.00	6.00
Fire Inspector	O1	1.00	1.00	1.00
Firefighter/Paramedic	F3	10.00	12.00	12.00
Firefighter EMT	F2	9.00	7.00	7.00
<b>Total Division</b>		<b>30.00</b>	<b>30.00</b>	<b>30.00</b>





## ENGINEERING DEPARTMENT

The Engineering Department provides technical services for the City related to paving, grading, drainage, water and sewer infrastructure improvements, by either in-house staff or the use of outside consultant services. Services include field topographic surveys, geotechnical evaluations, environmental reports, drainage problem solutions, traffic engineering, construction plan preparation, contract document preparation, permitting, bidding, and construction observation services.

### **Current Fiscal Year 2016/2017 Accomplishments**

- Waterfront Park – provided construction observation services for the second phase of construction for the north end of the project that included extension of the 10 foot wide sidewalk, installation of 16 grass parking spaces, removal of exotic and nuisance species, restoration of the wetland area, and construction of a 2000 foot long boardwalk. Prepared quarterly grant reports.
- Mullet Creek Bridge Improvements – provided construction observation services.
- Main Street and 8<sup>th</sup> Avenue Brick Intersection Improvements – coordinated repair of the brick street intersection.
- SR 590 Water Main Loop at McMullen Booth Road – coordinated acquisition and recording of Applebee's property utility easement. Solicited bids, provided construction observation services.
- South Green Springs Water Main Improvements – coordinated consultant services, solicited bids, provided construction observation services.
- Tall Pines Ditch Drainage Improvements – provided construction observation services.
- Street Resurfacing – provided construction observation services.
- North Bayshore Drive Drainage – prepared drainage plans by in-house staff.
- Community Center Fitness Room – coordinated consultant design and permitting services.
- 5<sup>th</sup> Street South Drainage – provided construction observation services.
- Museum Parking – prepared construction plans by in-house staff.
- 10<sup>th</sup> Avenue South Water Main Improvements – coordinated consultant services, solicited bids, provided construction observation services.
- 10<sup>th</sup> Avenue South Sidewalk Addition – prepared construction plans by in-house staff, prepared bid documents, awarded construction contract, provided construction observation services.
- 13<sup>th</sup> to 9<sup>th</sup> Avenue N Water Main Replacement – obtained and provided oversight of consultant services.
- Baywoods I Sanitary Sewer - obtained and provided oversight of consultant services.
- Brick Street Repair at Main Street at 6<sup>th</sup> and 7<sup>th</sup> Avenues – obtained quotes, provided construction observation services.
- Cypress Trace Force Main and Water Main - obtained and provided oversight of consultant services.
- Daisy Douglas Park Drainage Improvements – prepared plans by in-house staff, obtained quotes, provided construction observation services.
- Folly Farms Wetland Cleanup – obtained contractor quotes.
- Force Main Improvement at Enterprise Road and CSX – prepared construction plans by in-house staff, obtained CSX approval, obtained construction quotes, provided construction observation services.
- Green Springs Water Main Replacement - obtained and provided oversight of consultant services.
- Huntington Office Park/North City Park Water Main Replacement - obtained and provided oversight of consultant services.
- Pipe Lining – obtained construction bids.
- Sidewalk on MLK at Folly Farms – prepared construction plans by in-house staff.
- Street Condition Assessment – commenced assessment of street condition throughout the city.
- Veterans Memorial Lane Sidewalk – prepared construction plans by in-house staff, obtained construction quotes, provided construction observation services.

**Fiscal Year 2017/2018 Goals**

- Waterfront Park Phase 2 – prepare construction plans for installation of green space between Veterans and Waterfront Park, plaza area by the waterfront, addition of boat parking, and addition of sidewalk along waterfront.
- Community Center Fitness Room – provide oversight of consultant design and permitting services.
- North Bayshore Drive Drainage – provide construction observation services.
- 13<sup>th</sup> to 9<sup>th</sup> Avenue Water Main Improvements –bid and award construction contract, provide construction observation services by in-house staff.
- Baywoods I Gravity Sanitary Sewer - bid and award construction contract, provide construction observation services by in-house staff.
- Pavement Condition Assessment – rate the condition of all streets within the city and prioritize resurfacing scheduling accordingly.
- Street Resurfacing – prepare plans, solicit bids, and provide construction observation services.
- Misc. Drainage Projects – obtain topographic survey of 4 drainage issue locations, prepare construction plans by in-house staff.
- Main Street Intersection Drainage Improvements – obtain topographic survey and provide in-house design services to improve drainage.
- North Bayshore Drive Sewer Improvements – provide bidding and construction observation services.
- Cypress Trace Force Main and Water Main Relocation - provide bidding and construction observation services.
- Green Springs Water Main Replacement - provide bidding and construction observation services.
- Huntington Office Park/North City Park Water Main Replacement - provide bidding and construction observation services.
- Espiritu Santo Springs/Washington Brennan Water Main Replacement – solicit and oversee consultant services for design and permitting.

**Long-Term Vision and Future Financial Impact**

It is the desire of the Engineering Department to better serve the engineering needs for all departments, and to increase production efficiency and cost effectiveness of Capital Improvement Projects.

**ENGINEERING PERFORMANCE INDICATORS**

**FUND: 001 DEPARTMENT: 1025**

	<b>Actual 2014-15</b>	<b>Actual 2015-16</b>	<b>Estimated 2016-17</b>	<b>Adopted 2017-18</b>
<b>Jurisdiction Data</b>				
Population	17,234	17,423	17,606	17,700
Square Miles	5.42	5.42	5.42	5.42
Total # of Full Time Equivalent Employees	176.31	180.60	180.71	180.71
<b>Departmental Inputs</b>				
Total Personnel Services & Operating Expenses	\$ 354,462	\$ 417,048	\$ 447,310	\$ 460,390
Total # of Full Time Equivalent Employees	4.30	4.50	4.50	4.50
<b>Outputs</b>				
Number of Capital Projects	13	22	28	20
Number of In-House Design Projects	7	11	14	10
Number of Site Plans Reviewed	38	72	57	40
Value of Grants Received	\$ -	-	-	-
<b>Efficiency</b>				
O&M Cost Per Capita	\$ 20.57	\$ 23.94	\$ 25.41	\$ 26.01
O&M Cost per Full Time Equiv. Employee	\$ 82,433	\$ 92,677	\$ 99,402	\$ 102,309
Per Capita per Full Time Equiv. Employee	4,008	3,872	3,912	3,933

CITY OF SAFETY HARBOR  
ADOPTED FY 2017/2018 BUDGET

<b>Fund:</b>	<b>Department:</b>	<b>Fund #:</b>
<b>General</b>	<b>Engineering</b>	<b>001</b>

**EXPENDITURE DETAIL**

Acct #	Account Description	Actual 2014-15	Actual 2015-16	Adopted Budget 2016-17	Adjusted Budget 2016-17	Estimated Year End 2016-17	Adopted Budget 2017-18
<b>Personnel Services</b>							
1025-539.12-01	Salaries & Wages	\$ 256,877	\$ 305,831	\$ 320,260	\$ 317,870	\$ 310,810	\$ 317,820
	Salaries & Wages Sub-Total	256,877	305,831	320,260	317,870	310,810	317,820
1025-539.21-00	Fica Taxes	19,349	23,285	24,500	24,500	23,780	24,320
1025-539.22-00	Retirement	20,265	24,058	25,510	25,510	24,870	25,430
1025-539.23-00	Life & Health Insurance	43,252	46,707	48,510	48,510	57,630	61,950
	Benefits Sub-Total	82,866	94,050	98,520	98,520	106,280	111,700
	Total Personnel Services	339,743	399,881	418,780	416,390	417,090	429,520
<b>Operating Expenses</b>							
1025-539.31-20	Engineering Services	699	196	5,000	5,000	2,500	2,500
1025-539.34-90	Other Fees And Contracts	1,422	2,251	3,500	9,635	9,630	10,000
1025-539.40-01	Employee Travel	25	139	500	500	500	500
1025-539.41-00	Communication Services	1,641	2,652	2,990	2,990	3,140	3,740
1025-539.46-10	Outside Vehicle Repairs	737	-	300	300	300	300
1025-539.46-20	Equipment Repairs	362	109	500	500	500	500
1025-539.46-40	Maintenance Contracts	4,461	4,725	4,720	4,720	4,720	4,720
1025-539.47-01	Printing	-	-	500	500	500	500
1025-539.51-10	Office Supplies	357	378	500	500	500	500
1025-539.51-11	Non-Capital Office Equip	1,697	3,403	1,000	1,701	1,710	1,000
1025-539.51-40	Computer Paper & Supplies	1,001	517	1,000	1,000	1,000	1,000
1025-539.52-01	Gas	269	501	340	340	340	500
1025-539.52-03	Oil & Other Lubricants	26	24	50	50	50	50
1025-539.52-10	Vehicle Parts	205	341	300	300	300	300
1025-539.52-30	Small Tools & Supplies	-	-	70	70	70	70
1025-539.52-70	Special Clothing/Uniforms	150	280	200	200	200	200
1025-539.52-80	Tires And Tubes	-	-	400	400	400	400
1025-539.52-90	Special Supplies	-	100	100	100	100	400
1025-539.54-20	Memberships & Dues	1,169	1,041	1,760	1,760	1,760	1,690
1025-539.54-30	Educational Costs	498	510	3,800	2,000	2,000	2,000
	Total Operating Expenses	14,719	17,167	27,530	32,566	30,220	30,870
<b>Capital Expenses</b>							
1025-539.64-30	Office Furniture & Equip.	3,750	-	-	-	-	-
1025-539.64-40	Special Equipment	-	-	6,500	6,500	6,500	-
	Total Capital Expenses	3,750	-	6,500	6,500	6,500	-
<b>Total Engineering</b>							
		\$ 358,212	\$ 417,048	\$ 452,810	\$ 455,456	\$ 453,810	\$ 460,390

CITY OF SAFETY HARBOR  
ADOPTED FY 2017/2018 BUDGET

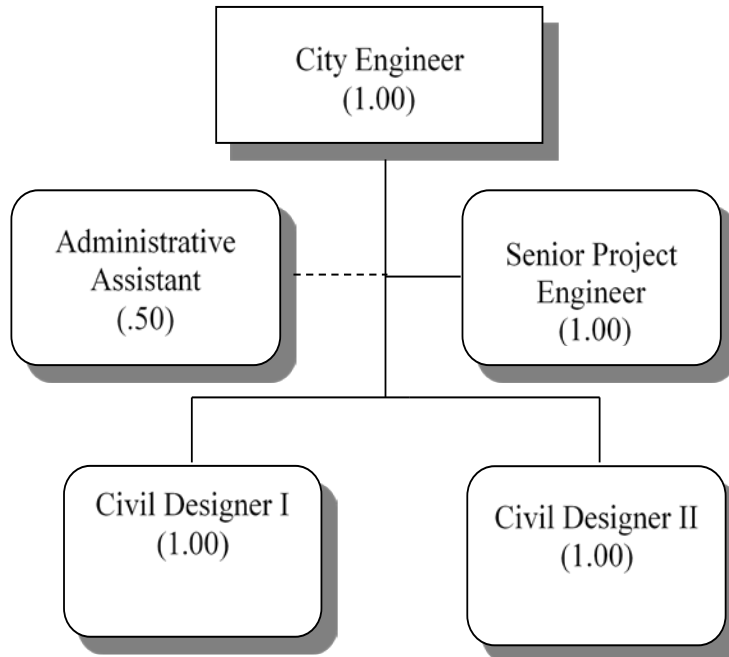
<b>Fund:</b>	<b>Department:</b>	<b>Fund #:</b>
<b>General</b>	<b>Engineering</b>	<b>001</b>

FUNDING SOURCE
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Acct #	Account Description	Actual	Actual	Adopted	Adjusted	Estimated	Adopted
		2014-15	2015-16	Budget	Budget	2016-17	Budget
				2016-17	2016-17		2017-18
Program Expenditure Budget		\$ 354,462	\$ 417,048	\$ 446,310	\$ 448,956	\$ 447,310	\$ 460,390
Less Revenues Generated:							
342 Public Safety Fees		250	850	300	300	450	400
Net Unsupported Budget		<b>\$ 354,212</b>	<b>\$ 416,198</b>	<b>\$ 446,010</b>	<b>\$ 448,656</b>	<b>\$ 446,860</b>	<b>\$ 459,990</b>
% Of Budget Supported By Program		0.1%	0.2%	0.1%	0.1%	0.1%	0.1%

## Organizational Chart

### ENGINEERING DEPARTMENT



JOB CLASS / TITLE	PAY GRADE	ADOPTED FY 15/16	ADOPTED FY 16/17	ADOPTED FY 17/18
City Engineer	134	1.00	1.00	1.00
Senior Project Engineer	128	1.00	1.00	1.00
Civil Designer II	125	1.00	1.00	1.00
Civil Designer I	123	1.00	1.00	1.00
Administrative Assistant	119	0.50	0.50	0.50
<b>Total Department</b>		<b>4.50</b>	<b>4.50</b>	<b>4.50</b>

## Public Works Department

### Street Division

The City of Safety Harbor's Street Division provides for the maintenance and repair of the City's streets, right-of-ways, sidewalks, ADA (American with Disabilities Act) ramps, underdrains and all traffic signage and pavement markings. Tree trimming and/or removal and work order requests generated by resident inquiries are scheduled and service is performed on a priority basis.

#### **Current and Prior Year Accomplishments**

Approximately 187 work orders were completed which is the division's main focus this budget year. Numerous repairs to the City's sidewalks and curbs from the prioritized list have been completed. Curbs/gutters in Country Villas Subdivision have been replaced/repared and both Country Villas and Coventry Subdivision have been re-surfaced. The City installed new advance warning signage for several new high visibility crosswalks following the installation of RRFBs. Our City withstood a wet summer in 2016, including Tropical Storm Colin in June and Hurricane Hermine in September which brought heavy rain over our area producing 22.36 inches over a 72 hour period. We had numerous roads that needed immediate repair after Hermine came through our City.



#### **Fiscal Year 2018 Goals**

A goal for 17/18 is to repair low or damaged curbs in Harbor Woods and begin an underdrain program. We will continue prioritizing our sidewalk/curb replacement throughout the City. The City has refocused on tree trimming and maintenance with a fully staffed tree crew. This crew will continue to work through existing work orders and prioritize seasonal trimming.

#### **Long-Term Vision and Future Financial Impact**

The Street Division will continue to provide a reliable level of service that the City's residents have become accustomed to and at the same time maintaining the City's traditional and small town atmosphere, making roadways and sidewalks safe to travel.

**STREET PERFORMANCE INDICATORS**  
**FUND: 001 DEPARTMENT: 1031**

	<b>Actual 2014-15</b>	<b>Actual 2015-16</b>	<b>Estimated 2016-17</b>	<b>Adopted 2017-18</b>
<b>Jurisdiction Data</b>				
Population	17,234	17,423	17,606	17,700
Square Miles	5.42	5.42	5.42	5.42
Total # of Full Time Equivalent Employees	176.31	180.60	180.71	180.71
<b>Departmental Inputs</b>				
Total Personnel Services & Operating Expenses	\$ 686,241	\$ 676,526	\$ 818,680	\$ 834,620
Total # of Full Time Equivalent Employees	10.20	10.40	10.40	10.40
<b>Outputs</b>				
Curb Miles of Street Swept Per Year	918	920	920	920
Cubic Yds of Curb/Gutter/Sidewalks/Replaced	270	163	175	170
Tons of Asphalt Pot Hole Repairs *	32	1,299	35	30
# of Service Requests	138	164	165	165
Curb Miles of Street	100	100	100	100
Tons of Debris Removed	650	346	350	350
Right of Way Use Permits	95	121	121	122
<b>Efficiency</b>				
Cost Per Curb Mile Swept	\$ 747.54	\$ 735.35	\$ 889.87	\$ 907.20
# of Curb Miles of Street per FTE	90	88	88	88
O&M Cost Per Capita	\$ 39.82	\$ 38.83	\$ 46.50	\$ 47.15
O&M Cost Per Full Time Equiv. Employee	\$ 67,279	\$ 65,051	\$ 78,719	\$ 80,252
Per Capita per Full Time Equiv. Employee	1,690	1,675	1,693	1,702
<b>Effectiveness</b>				
# of Service Requests Completed	237	225	230	232

\*1,285 Tons of asphalt was used to repair roadway in various locations in the City from Hurricane Hermine - TD9 - October 2016



CITY OF SAFETY HARBOR  
ADOPTED FY 2017/2018 BUDGET

<b>Fund:</b>	<b>Department:</b>	<b>Fund #:</b>
<b>General</b>	<b>Streets</b>	<b>001</b>

**EXPENDITURE DETAIL**

Acct #	Account Description	Actual		Adopted	Adjusted	Estimated	Adopted
		2014-15	2015-16	Budget	Budget	Year End	Budget
		2014-15	2015-16	2016-17	2016-17	2016-17	2017-18
<b>Personnel Services</b>							
1031-541.12-01	Salaries & Wages	\$ 377,329	\$ 386,655	\$ 452,680	\$ 425,680	\$ 425,230	\$ 440,650
1031-541.14-00	Overtime-Time & One Half	1,060	2,430	2,560	2,560	2,550	2,540
	Salaries & Wages Sub-Total	378,389	389,085	455,240	428,240	427,780	443,190
1031-541.21-00	Fica Taxes	27,869	28,643	34,830	34,830	32,730	33,910
1031-541.22-00	Retirement	35,071	35,534	35,680	35,680	33,730	35,360
1031-541.23-00	Life & Health Insurance	109,075	107,881	128,260	128,260	138,260	148,260
	Benefits Sub-Total	172,015	172,058	198,770	198,770	204,720	217,530
	Total Personnel Services	550,404	561,143	654,010	627,010	632,500	660,720

**Operating Expenses**

1031-541.34-60	Uniform Rental & Laundry	1,439	1,338	1,980	1,380	1,980	1,980
1031-541.34-90	Other Fees & Contracts	51,498	37,441	44,160	70,795	70,805	70,810
1031-541.40-01	Employee Travel	250	175	350	350	350	840
1031-541.41-00	Communication Services	2,530	2,285	2,830	2,830	2,130	2,000
1031-541.43-00	Utility Services	4,913	4,665	5,400	5,400	4,720	5,500
1031-541.44-00	Rental & Leases	5,241	5,850	6,200	6,200	6,200	6,200
1031-541.46-01	Building & Grounds Maint	4,257	3,392	2,790	1,590	2,790	2,560
1031-541.46-10	Outside Vehicle Repairs	1,194	(36)	2,800	1,800	2,800	2,800
1031-541.46-20	Equipment Repairs	519	253	14,000	15,000	14,000	2,500
1031-541.46-40	Maintenance Contracts	12,916	15,739	16,720	16,720	16,720	12,590
1031-541.46-90	Special Services	2,651	10,675	6,000	6,000	6,000	6,000
1031-541.49-30	Other Current Charges	436	157	890	890	890	830
1031-541.51-10	Office Supplies-General	452	754	930	930	930	930
1031-541.51-11	Non-Capital Office Equip	134	-	200	2,365	200	200
1031-541.52-01	Gas	5,128	3,959	4,790	4,790	4,320	4,600
1031-541.52-02	Diesel	8,938	5,318	8,310	8,310	6,700	7,200
1031-541.52-03	Oil & Other Lubricants	717	745	700	700	700	700
1031-541.52-10	Vehicle Parts	3,328	4,014	6,000	5,200	6,000	6,000
1031-541.52-20	Equipment Parts	5,095	3,787	7,000	10,600	7,000	7,000

CITY OF SAFETY HARBOR  
ADOPTED FY 2017/2018 BUDGET

<b>Fund:</b>	<b>Department:</b>	<b>Fund #:</b>
<b>General</b>	<b>Streets</b>	<b>001</b>

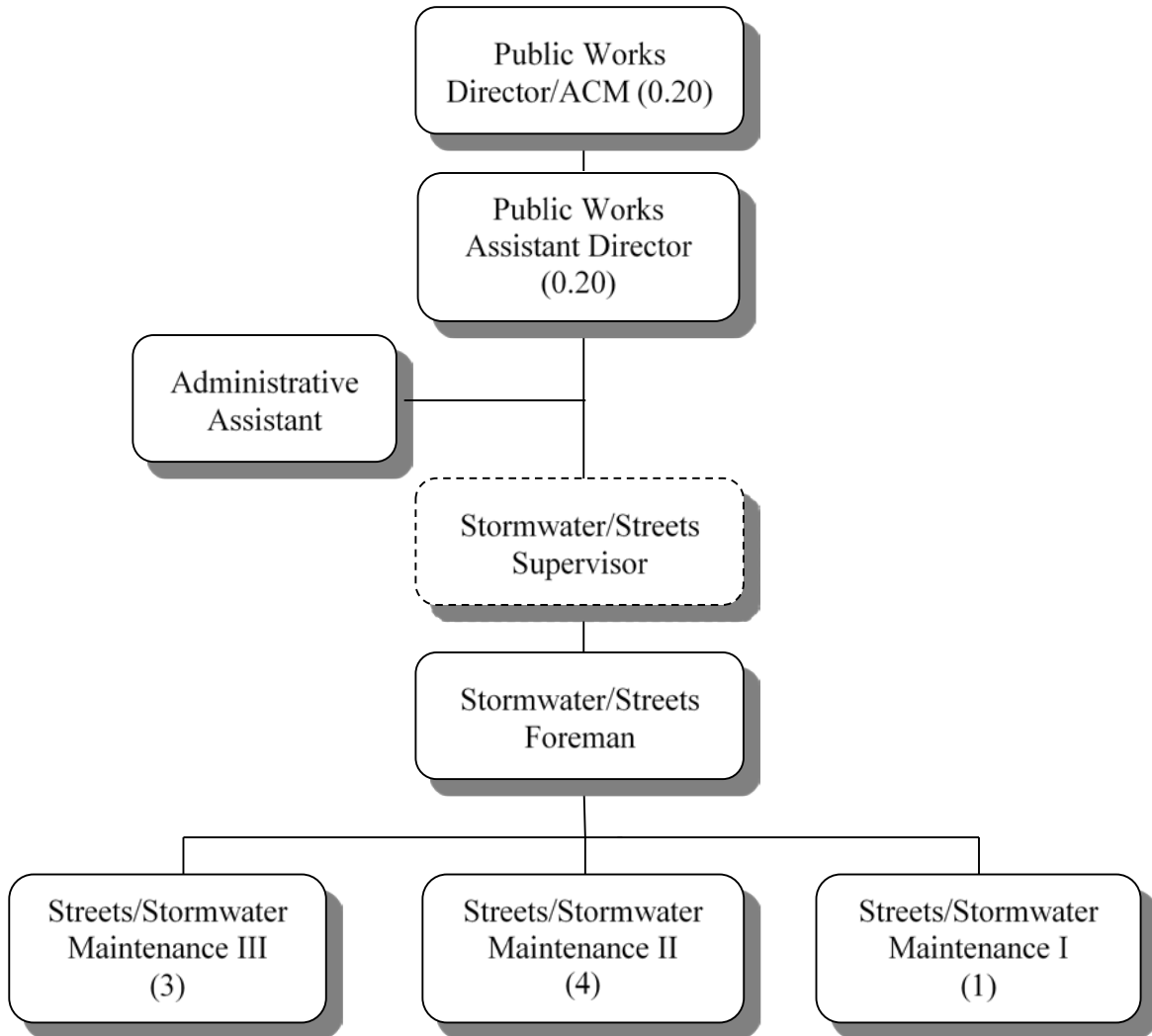
**EXPENDITURE DETAIL**

Acct #	Account Description	Actual	Actual	Adopted	Adjusted	Estimated	Adopted
		2014-15	2015-16	Budget	Budget	Year End	Budget
		2014-15	2015-16	2016-17	2016-17	2016-17	2017-18
1031-541.52-30	Small Tools & Supplies	5,317	2,381	5,500	5,500	5,500	5,500
1031-541.52-50	Chemicals	1,300	1,194	1,200	1,200	1,200	1,200
1031-541.52-70	Special Clothing/Uniforms	3,399	2,140	3,600	3,600	3,600	3,600
1031-541.52-80	Tires And Tubes	4,267	1,464	5,000	5,000	3,000	5,000
1031-541.52-90	Special Supplies	2,661	1,375	2,000	2,000	2,000	3,000
1031-541.52-93	Safety Supplies	1,930	2,000	2,000	2,000	2,000	2,000
1031-541.53-10	Street Repair	3,782	2,973	5,000	5,000	7,000	7,000
1031-541.54-20	Memberships	194	-	680	180	680	690
1031-541.54-30	Educational Costs	1,351	1,345	3,800	1,800	3,800	4,670
1031-541.64-40	Special Equipment	-	-	-	-	2,165	-
Total Operating Expenses		135,837	115,383	160,830	188,130	186,180	173,900
<b>Total Streets</b>		<b>\$ 686,241</b>	<b>\$ 676,526</b>	<b>\$ 814,840</b>	<b>\$ 815,140</b>	<b>\$ 818,680</b>	<b>\$ 834,620</b>

## Organizational Chart

### PUBLIC WORKS DEPARTMENT

#### STREET DIVISION



JOB CLASS/TITLE	PAY GRADE	ADOPTED FY 15/16	ADOPTED FY 16/17	ADOPTED FY 17/18
Public Works Director/ACM	135	0.20	0.20	0.20
Public Works Assistant Director	131	0.20	0.20	0.20
Administrative Assistant	119	1.00	1.00	1.00
Streets/Stormwater Foreman	121	1.00	1.00	1.00
Streets/Stormwater Maintenance III	119	3.00	3.00	3.00
Streets/Stormwater Maintenance II	117	4.00	4.00	4.00
Streets/Stormwater Maintenance I	115	1.00	1.00	1.00
<b>Total Division</b>		<b>10.40</b>	<b>10.40</b>	<b>10.40</b>



## Public Works Department Fleet Maintenance

The primary objective and responsibilities of the Fleet Maintenance Division is to maintain all City vehicles and equipment. The division performs and coordinates necessary repairs, including preventative and corrective maintenance as well as roadside service for all vehicles/equipment. Other maintenance includes small engine repairs for portable power-driven equipment and small and heavy off-road equipment such as lawn and turf equipment. Fleet participates in analyzing the specifications relative to the acquisition of new or replacement vehicles and equipment and the useful life of the equipment.

### **Current and Prior Year Accomplishments**

This past year the Fleet Maintenance Division hired an A.S.E. Certified Master Mechanic. This individual brings technical knowledge and experience that will benefit the Division for years to come. The Division was able to dispose of vehicles and pieces of equipment that had either outlived their usefulness or had been taking up space, unused, for years. Our team was quite successful receiving top dollar for these items through the Gov Deals auction website. The Fleet Division also coordinated with various Department Directors to replace four vehicles. Technicians concentrated on their turn-around time and were successful in decreasing the amount of “down time” a piece of equipment spent in the shop.



### **Fiscal Year 2017/2018 Goals**

Fleet Maintenance will continue to make improvements to the shop area and training. All technicians will be EVT and ASE certified. The Division will continue to increase productivity and work towards job efficiencies.

### **Long-Term Vision and Future Financial Impact**

Fleet Maintenance Division’s long term plan is to maintain the efficiency, productivity and safety of the equipment. This type of quality of service will minimize vehicle down time and increase the life cycle of all of the City’s vehicles and equipment.



**FLEET MAINTENANCE PERFORMANCE INDICATORS**

**FUND: 001 DEPARTMENT: 1033**

	<b>Actual 2014-15</b>	<b>Actual 2015-16</b>	<b>Estimated 2016-17</b>	<b>Adopted 2017-18</b>
<b>Jurisdiction Data</b>				
Population	17,234	17,423	17,606	17,700
Square Miles	5.42	5.42	5.42	5.42
Total # of Full Time Equivalent Employees	176.31	180.60	180.71	180.71
<b>Departmental Inputs</b>				
Total Personnel Services & Operating Expenses	\$ 233,984	\$ 231,982	\$ 232,230	\$ 257,120
Total # of Full Time Equivalent Employees	3.05	3.10	3.10	3.10
Total Number of Vehicles/Equipment Maintained	323	323	324	323
<b>Vehicle and Equipment Service</b>				
Number of Preventative Maintenance	120	124	106	110
Number of Work Order Repairs	660	728	624	640
<b>Efficiency Heavy/Light Vehicles</b>				
Avg. Cost per Repair Including Preventative Maint	\$ 299.98	272.2793427	\$ 318.12	\$ 342.83
O&M Cost per Capita	\$ 13.58	\$ 13.31	\$ 13.19	\$ 14.53
O&M Cost per Full Time Equiv. Employee	\$ 76,716	\$ 74,833	\$ 74,913	\$ 82,942
Per Capita per Full Time Equiv. Employee	5,650	5,620	5,679	5,710
<b>Effectiveness</b>				
% of Mechanics Hours Billed to Repairs	90%	91%	91%	92%
% of Preventative Maint Completed on Schedule	97%	97%	97%	98%

CITY OF SAFETY HARBOR  
ADOPTED FY 2017/2018 BUDGET

<b>Fund:</b>	<b>Department:</b>	<b>Fund #:</b>
<b>General</b>	<b>Fleet Maintenance</b>	<b>001</b>

**EXPENDITURE DETAIL**

Acct #	Account Description	Actual		Adopted	Adjusted	Estimated	Adopted
		2014-15	2015-16	Budget	Budget	Year End	Budget
		2014-15	2015-16	2016-17	2016-17	2016-17	2017-18
<b>Personnel Services</b>							
1033-519.12-01	Salaries & Wages	\$ 134,592	\$ 144,634	\$ 131,660	\$ 131,660	\$ 126,910	\$ 131,990
1033-519.14-00	Overtime-Time & One Half	1,552	3,054	2,040	2,040	2,000	2,020
	Salaries & Wages Sub-Total	136,144	147,688	133,700	133,700	128,910	134,010
1033-519.21-00	Fica Taxes	9,973	11,074	10,230	10,230	10,160	10,260
1033-519.22-00	Retirement	10,301	8,612	10,700	10,700	10,630	10,720
1033-519.23-00	Life & Health Insurance	32,730	21,347	30,470	30,470	25,660	27,550
	Benefits Sub-Total	53,004	41,033	51,400	51,400	46,450	48,530
	Total Personnel Services	189,148	188,721	185,100	185,100	175,360	182,540

**Operating Expenses**

1033-519.34-60	Uniform Rental & Laundry	383	480	440	440	440	440
1033-519.34-90	Other Fees & Contracts	2,860	2,890	5,680	5,680	5,680	14,820
1033-519.40-01	Employee Travel	1,127	1,232	2,100	2,000	2,100	2,170
1033-519.41-00	Communications Services	2,274	2,102	2,730	2,730	2,030	2,470
1033-519.43-00	Utility Services	4,607	3,784	4,700	4,700	4,200	4,500
1033-519.44-00	Rental And Leases	242	170	250	250	250	250
1033-519.46-01	Building & Grounds Maint	1,107	498	2,360	1,160	2,360	1,550
1033-519.46-10	Outside Vehicle Repairs	-	29	100	100	100	100
1033-519.46-20	Equipment Repairs	1,114	1,161	1,900	2,050	1,900	1,900
1033-519.46-40	Maintenance Contracts	407	340	810	810	810	1,830
1033-519.46-90	Special Supplies	-	-	-	-	-	1,200
1033-519.49-30	Other Current Charges	186	157	360	360	360	260
1033-519.51-10	Office Supplies-General	253	128	300	300	300	300
1033-519.51-11	Non-Capital Office Equip	298	200	300	300	300	1,020
1033-519.52-01	Gas	2,700	1,496	1,920	1,920	1,570	1,670
1033-519.52-02	Diesel	316	248	340	340	600	700
1033-519.52-03	Oil & Other Lubricants	211	64	200	200	200	200
1033-519.52-10	Vehicle Parts	1,279	392	1,000	1,000	1,000	800

CITY OF SAFETY HARBOR  
ADOPTED FY 2017/2018 BUDGET

<b>Fund:</b>	<b>Department:</b>	<b>Fund #:</b>
<b>General</b>	<b>Fleet Maintenance</b>	<b>001</b>

**EXPENDITURE DETAIL**

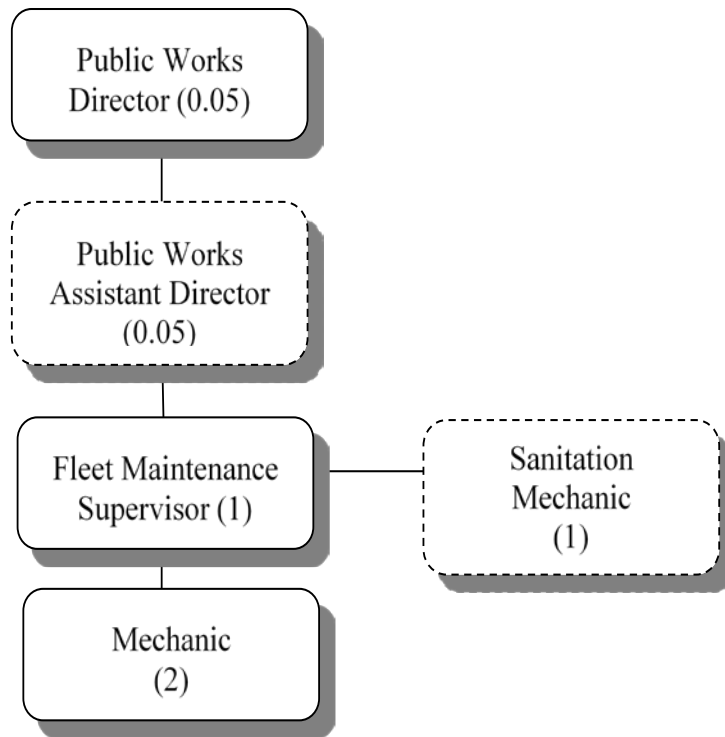
Acct #	Account Description	Actual	Actual	Adopted	Adjusted	Estimated	Adopted
		2014-15	2015-16	Budget	Budget	2016-17	Budget
		2014-15	2015-16	2016-17	2016-17	2016-17	2017-18
1033-519.52-20	Equipment Parts	645	451	1,000	850	1,000	1,800
1033-519.52-30	Small Tools & Supplies	5,839	8,388	6,500	8,500	6,500	6,500
1033-519.52-40	Builders Supplies	-	-	2,000	2,000	2,000	5,000
1033-519.52-70	Special Clothing/Uniforms	929	1,088	1,320	1,320	1,320	1,350
1033-519.52-90	Special Supplies	15,639	15,427	17,900	15,900	17,900	17,900
1033-519.52-93	Safety Supplies	-	173	200	200	200	200
1033-519.54-10	Publications	1,500	1,500	1,600	1,600	1,600	-
1033-519.54-20	Memberships & Dues	50	-	250	250	250	250
1033-519.54-30	Educational Costs	870	863	1,900	2,000	1,900	5,400
Total Operating Expenses		44,836	43,261	58,160	56,960	56,870	74,580
<b>Total Fleet Maintenance</b>		<b>\$ 233,984</b>	<b>\$ 231,982</b>	<b>\$ 243,260</b>	<b>\$ 242,060</b>	<b>\$ 232,230</b>	<b>\$ 257,120</b>



## Organizational Chart

### PUBLIC WORKS DEPARTMENT

### FLEET MAINTENANCE DIVISON



JOB CLASS / TITLE	PAY GRADE	ADOPTED FY 15/16	ADOPTED FY 16/17	ADOPTED FY 17/18
Public Works Director	135	0.05	0.05	0.05
Public Works Assistant Director	131	0.05	0.05	0.05
Fleet Maintenance Supervisor	127	1.00	1.00	1.00
Mechanic	119	2.00	2.00	2.00
<b>Total Division</b>		<b>3.05</b>	<b>3.05</b>	<b>3.05</b>



## Leisure Services Department Building Maintenance Division

The Building Maintenance Division is responsible for all interior & exterior maintenance of City building facilities along with Park facilities; which include carpentry, electrical, plumbing, roofing, flooring and construction projects. In addition to the maintenance responsibilities, the Division oversees the installation of all holiday/seasonal decorations; provides specialized needs of recreational programs/special events/ qualified groups and contracted services.



### Current and Prior Year Accomplishments

The Building Maintenance Division continues to provide top quality service through improved maintenance techniques and procedures. Fiscal year 2016-2017, in addition to completing daily facility work order requests the following projects were completed: *Library* – wall repair, roof leak repair, converted rotunda to LED lights. *Various Parks* – batting cage LED lights installed, electric hand dryers and bottle filling stations completed; automatic locks installed on most facilities; new fry grill installed at Safety Harbor City Park concession stand; ADA Pool lift installed at Florida Sherriff Youth Ranch; re-roof of North City Park restroom facility; Swing Benches and Flex Pave surfacing material installed at Mullet Creek Park along with re-lamping of LED up lighting; repaired Folly Farms barn roof, installed electric for sign lighting and main gate, various signs and Little Library feature; new gate installed at Messenger Park; Baranoff Oak LED lighting installed. *City Hall & Commission Chambers* - exterior & chambers painted, new offices installed in Planning, Building and Finance Department; SPF flat roof re-sealed. *Parks & Building Maintenance Building* - hurricane windows & doors and new ice machine installed. *Fire Station 52* - new access scuttle hole completed. *Misc.* - various pieces of Public Art installed throughout the City.

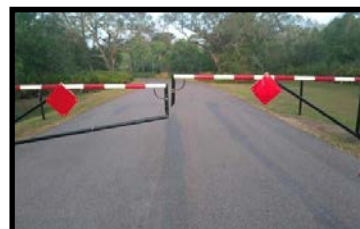
Support staff for the following events: Harbor Sounds, Primavera Music Festival, San Gennaro Festival, Senior Expo, Nolan's 5k run, Beer & Burger Throwdown, Bands & Beer By the Bay, Super Hero 5k run, Seafood Festival, Chalk Art Festival, Safety Harbor Song Festival, March for Babies, Eco Egg Hunts, Paddle for the Kids, 4<sup>th</sup> of July Parade and Celebration, Thin Mint Sprint, British Car Show, Main Street Trick-or-Treat, Wine Festival, Tree Lighting, Kiwanis Arts & Crafts Show, Holiday Parade, Best Dam Race run / races that occurred throughout the year, Junk-in the Trunk, along with continued 3<sup>rd</sup> Friday and Farmers Market events; continue to cross train personnel for better department flexibility.

### Fiscal Year 2018 Goals

During the fiscal year 2017-2018, the Building Maintenance Division will continue to provide the highest level of service to enhance maintenance productivity through innovative techniques, trends and networking; while staying current with technologies and cost effectiveness. Initiatives continue for the development of the Waterfront Park, Elm Street, Messenger Street, Community Center Fitness room and the newly acquired Folly Farm properties along with other City wide projects. Phase IV of LED lighting will be pursued for the Marina Park Pier area and Rigsby Center. Complete initiative to install electric hand dryers, bottle filling water fountains and automatic locks at various locations.

### Long-Term Vision and Future Financial Impact

The Building Maintenance Division's long term mission is to continue to provide the highest level of maintenance service while staying on the forefront of innovativeness, trends, technology and creativity. The division will continue to be an integral part of facility capital improvement projects; both during construction and evolving into the overall maintenance schedule.



**BUILDING MAINTENANCE PERFORMANCE INDICATORS**

**FUND: 001 DEPARTMENT: 1034**

	<b>Actual 2014-15</b>	<b>Actual 2015-16</b>	<b>Estimated 2016-17</b>	<b>Adopted 2017-18</b>
<b>Jurisdiction Data</b>				
Population	17,234	17,423	17,606	17,700
Square Miles	5.42	5.42	5.42	5.42
Total # of Full Time Equivalent Employees	176.31	180.60	180.71	180.71
<b>Departmental Inputs</b>				
Total Personnel Services & Operating Expenses	\$ 371,580	\$ 380,779	\$ 418,870	\$ 429,550
Total # of Full Time Equivalent Employees	5.70	5.95	5.95	5.95
<b>Outputs</b>				
Total Square Feet Maintained	2,022,968	2,022,968	2,022,968	2,022,968
# Maintenance/Repair Work Orders	564	500	520	575
# of Facility Preventative Maintenance Completed	510	450	490	500
# Special Projects/Events Completed	117	115	125	144
<b>Efficiency</b>				
O&M Cost per Square Ft. Maintained	\$ 0.18	\$ 0.19	\$ 0.21	\$ 0.21
Square Ft. Maintained per FTE	354,907	339,995	339,995	339,995
O&M Cost per Capita	\$ 21.56	\$ 21.85	\$ 23.79	\$ 24.27
O&M Cost per Full Time Equiv. Employee	\$ 65,189	\$ 63,996	\$ 70,398	\$ 72,193
Per Capita per Full Time Equiv. Employee	3,024	2,928	2,959	2,975
<b>Effectiveness</b>				
% Work Orders Completed Within 7 Work Days	96%	95%	92%	97%
% Preventative Maint. Completed on Schedule	94%	94%	91%	96%
% Quality Checks Meeting Standard	97%	95%	91%	96%

CITY OF SAFETY HARBOR  
ADOPTED FY 2017/2018 BUDGET

<b>Fund:</b>	<b>Department:</b>	<b>Fund #:</b>
<b>General</b>	<b>Building Maintenance</b>	<b>001</b>

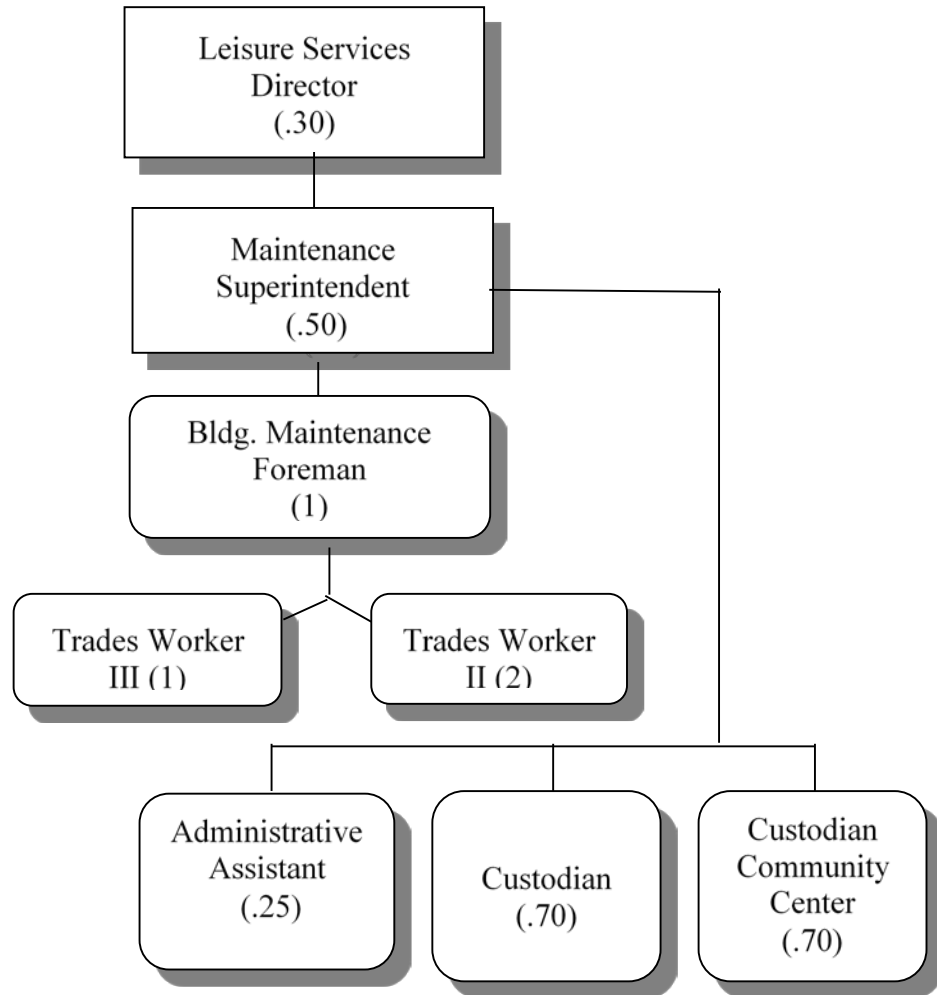
**EXPENDITURE DETAIL**

Acct #	Account Description	Actual 2014-15	Actual 2015-16	Adopted Budget 2016-17	Adjusted Budget 2016-17	Estimated Year End 2016-17	Adopted Budget 2017-18
<b>Personnel Services</b>							
1034-519.12-01	Salaries & Wages	\$ 260,860	\$ 257,444	\$ 245,140	\$ 258,100	\$ 245,270	\$ 250,730
1034-519.12-10	Reg Wages-Temporary Empl	-	-	-	-	-	4,000
1034-519.14-00	Overtime-Time & One Half	3,362	4,655	7,290	9,590	9,590	10,000
	Salaries & Wages Sub-Total	264,222	262,099	252,430	267,690	254,860	264,730
1034-519.21-00	Fica Taxes	19,786	19,571	19,310	21,400	19,320	20,850
1034-519.22-00	Retirement	22,514	21,918	20,760	23,130	20,800	21,850
1034-519.23-00	Life & Health Insurance	42,127	45,088	54,560	72,910	72,910	58,930
	Benefits Sub-Total	84,427	86,577	94,630	117,440	113,030	101,630
	Total Personnel Services	348,649	348,676	347,060	385,130	367,890	366,360
<b>Operating Expenses</b>							
1034-519.34-90	Other Fees & Contracts	1,175	1,408	1,200	1,200	1,200	1,200
1034-519.40-01	Employee Travel	-	-	410	410	410	1,120
1034-519.41-00	Communications Services	3,703	4,336	4,970	4,970	4,970	4,280
1034-519.43-00	Utility Services	1,918	1,678	1,900	1,900	1,600	1,640
1034-519.46-01	Building & Grounds Maint	1,478	3,399	16,600	16,100	16,100	13,150
1034-519.46-10	Outside Vehicle Repairs	-	282	400	1,400	400	1,400
1034-519.46-20	Equipment Repairs	-	2,015	3,500	3,500	3,500	3,500
1034-519.46-30	Nextel/Radio Maintenance	36	17	200	200	200	200
1034-519.49-30	Other Current Charges	480	1,099	740	2,240	1,420	740
1034-519.51-10	Office Supplies-General	319	398	500	500	500	500
1034-519.51-11	Non-Capital Office Equipment	-	-	400	-	-	400
1034-519.52-01	Gas	5,635	4,763	4,960	4,960	5,100	5,420
1034-519.52-02	Diesel	689	140	510	510	900	900
1034-519.52-03	Oil & Other Lubricants	105	208	100	100	100	100
1034-519.52-10	Vehicle Parts	376	2,718	750	750	750	750
1034-519.52-30	Small Tools & Supplies	2,278	2,763	2,800	2,900	2,800	7,800
1034-519.52-40	Builders Supplies	217	2,010	2,500	1,900	2,500	2,500
1034-519.52-41	Housekeeping Supplies	-	185	500	500	500	500
1034-519.52-70	Special Clothing/Uniforms	2,609	2,467	3,480	3,480	3,480	3,480
1034-519.52-80	Tires & Tubes	346	222	800	800	800	800
1034-519.52-90	Special Supplies	1,567	1,610	1,670	570	1,170	8,670
1034-519.54-30	Educational Costs	-	385	2,580	2,580	2,580	4,140
	Total Operating Expenses	22,931	32,103	51,470	51,470	50,980	63,190
	<b>Total Building Maintenance</b>	<b>\$ 371,580</b>	<b>\$ 380,779</b>	<b>\$ 398,530</b>	<b>\$ 436,600</b>	<b>\$ 418,870</b>	<b>\$ 429,550</b>

## Organizational Chart

### BUILDING MAINTENANCE DIVISION

#### LEISURE SERVICES DEPARTMENT



JOB CLASS / TITLE	PAY GRADE	ADOPTED FY 15/16	ADOPTED FY 16/17	ADOPTED FY 17/18
Leisure Services Director	133	0.30	0.30	0.30
Maintenance Superintendent	128	0.50	0.50	0.50
Building Maintenance Foreman	121	1.00	1.00	1.00
Administrative Assistant	119	0.25	0.25	0.25
Trades Worker III	119	0.00	0.00	1.00
Trades Worker II	116	2.00	3.00	2.00
Building Maintenance Tech	112	0.50	0.00	0.00
Custodian	111	0.70	0.70	0.70
Custodian Community Center	111	0.70	0.70	0.70
<b>Total Division</b>		<b>5.95</b>	<b>6.45</b>	<b>6.45</b>

CITY OF SAFETY HARBOR  
ADOPTED FY 2017/2018 BUDGET

<b>Fund:</b>	<b>Department:</b>	<b>Fund #:</b>
<b>General</b>	<b>Main Street</b>	<b>001</b>

**EXPENDITURE DETAIL**

Acct #	Account Description	Actual		Adopted	Adjusted	Estimated	Adopted
		2014-15	2015-16	Budget	Budget	Year End	Budget
		2014-15	2015-16	2016-17	2016-17	2016-17	2017-18
<b>Operating Expenses</b>							
1054-572.43-00	Utility Services	\$ 24,208	\$ 19,037	\$ 22,500	\$ 22,500	\$ 21,100	\$ 23,850
1054-572.46-01	Building & Grounds Maint	2,612	1,335	7,000	5,000	5,000	5,000
1054-572.49-30	Other Current Charges	91,424	94,881	130,000	180,528	175,800	120,000
	Total Operating Expenses	118,244	115,253	159,500	208,028	201,900	148,850
<hr/>							
<b>Total Main Street</b>		<b>\$ 118,244</b>	<b>\$ 115,253</b>	<b>\$ 159,500</b>	<b>\$ 208,028</b>	<b>\$ 201,900</b>	<b>\$ 148,850</b>

**FUNDING SOURCE**

Program Expenditure Budget	\$ 118,244	\$ 115,253	\$ 159,500	\$ 208,028	\$ 201,900	\$ 148,850
Less Revenues Supporting Program:						
369 DBC Events Revenue	96,656	93,115	125,000	125,000	118,470	122,400
Net Unsupported Budget	<b>\$ 21,588</b>	<b>\$ 22,138</b>	<b>\$ 34,500</b>	<b>\$ 83,028</b>	<b>\$ 83,430</b>	<b>\$ 26,450</b>
% Of Budget Supported	81.7%	80.8%	78.4%	60.1%	58.7%	82.2%





## Library

The mission of the Safety Harbor Public Library is to inspire lifelong learning and provide a center for literacy and cultural activity within the community. We strive to provide an empowering and caring environment where educational, cultural, and business needs can be successfully met through quality materials, programs, services, and the use of traditional and emerging technologies.

With growing emphasis on e-books and other technology, the Library, along with the group purchasing power of the Pinellas Public Library Cooperative, provide resources such as OverDrive (e-books), Zinio (e-magazines), Pronunciator, an online language learning resource, Freegal (downloadable music), Ancestry (genealogy), and AtoZ Databases, (a business/marketing/job search resource).

The Library is a vital part of our community and provides an anchor presence downtown. Today's Library promotes literacy, and provides much more than books, music, magazines, and DVDs for check-out. It serves as a meeting place for groups and individuals for quiet study or group collaboration and a safe gathering place for youth after school. Offering a wide range of cultural and educational programs for all ages on diverse topics is a main priority. The Library will continue to provide computer, technology, and ESOL classes, as well as opportunities for early childhood literacy through story times and summer reading programs.

Our volunteer program continues to thrive, facilitating personal growth for all ages and an opportunity for high school students to fulfill service hours for scholarships. This fiscal year, our volunteers recorded 6,285 hours. The Library's gallery space provides local artists an outlet to exhibit their works and our community theater group, the Players of Safety Harbor continues to provide performances every year.

### **Current and Prior Year Accomplishments**

For the seventh straight year, the Library saw significant growth in event attendance, setting a new record with 23,818 library members attending our programs, an increase of 4,240 over the previous fiscal year! Youth programs continue to be a hit with 16,504 parents and children (1,683 more than last fiscal year) attending a variety of 443 events. Adults enjoyed 199 cultural events, with 4,663 people attending. 210 students attended one of our 26 computer classes and 386 people were helped in one-on-one tutoring sessions. Material checkouts remained high with a total annual circulation of 248,686 items, including 14,592 e-books, an increase of 2,158 e-books over last year. We continue to purchase popular materials for all ages and maintain our collections by removing outdated items.

Home Delivery Service was added in May 2015 and continues to grow as a popular service. In the first full year of operation, 42 Safety Harbor residents took advantage of this free service, with 1337 items delivered in 204 home visits. The Library was a grant recipient of a *WEDU PBS Phyllis L. Ensign Library Corner*, one of four multi-media library corners the public broadcasting station will donate to public libraries in their 16 county broadcast area. The corner will be dedicated in April 2017. The library joined the state Career Online High School program in October 2016. Nine scholarships have been awarded to date, allowing qualified students the opportunity to attend high school via a unique online experience. A new platform to host the collection of historic Safety Harbor Herald Newspapers was researched and the process to digitize the newspapers to on the new platform began. Paid for by the Chrissie Schull Elmore Library Trust, this online collection rolled out in time for the City's centennial in February 2017, allowing anyone with an Internet connection access to our past.

STEM programs including CoderDojo, a six week series of technology and coding sessions for youth continued for the second year, teaming up with Identifi, a Safety Harbor technology company, for collaboration of mentors and class space. With the loan of equipment and mentors from the East Lake Community Library, a new Robotics program was also initiated. The Library sought donations of tools in early 2016, and by the end of the year developed processes and a lending database to open the first Tool Library in the state of Florida. Currently there are over 250 items available, including a hedge trimmer, table saw, miter saw, shop vacuum, post-hole digger, and a tree pole pruner. A quote from a happy customer, "*I couldn't afford to buy this, and it didn't make sense to, when I was only going to use it once.*"

**Statistics: October 1, 2015 through September 30, 2016**

- Library Visitors: 195,585 Annual Visitors (average 558 per day)
- Circulation: 248,686 items
- Answer Desk Questions Answered: 22,242
- 28,734 Public Internet Computer Use Sessions
- 5,302 Community Members Attended 324 Meetings in our Meeting Rooms
- 2,840 People used our Study Rooms
- 23,818 Attended Youth and Adult Programs (new attendance record)
- ESOL Tutors logged 647 hours teaching English to Non-Native Speakers
- 1,337 items delivered to Homebound patrons

**Fiscal Year 2018 Goals**

The Library will continue to follow our mission as a center for literacy, cultural activity for the community and to provide recreational and educational materials for all ages. Implementation of technology to accept credit and debit cards for fines and fees is planned.

*Information Literacy:* Continue to provide quality computer and technology training, public Internet access, ESOL training, story times and summer reading for all ages, to promote literacy in the community. Work with City Poet Laureate to spread the love of poetry, writing, and literacy. Actively promote the Career Online High School program and disburse allocated scholarships.



*Collection:* Purchase quality, popular materials, budgeting expenditures of genres based on circulation usage figures to maintain high circulation. Continue to balance digital and print collections with evolving technologies. Ensure print collections are not out dated or damaged.

*Programming:* Continue to provide a variety of free, quality cultural and educational programs for all ages at convenient times for the community to attend. Continue to expand our Home Delivery Service and investigate other Maker Space programming.

*Community Meeting Place:* Provide comfortable places to study, gather, and hold personal and professional meetings. Work with the Foundation to meet 20/20 Vision - Let's Build a Story fundraising goals to provide for future expansion and the ability to host more meetings and civic groups.

**Long-Term Vision and Future Financial Impact**

We will maintain the excellence of our library by retaining professional and courteous staff who manage programs and events, technology, our collections, and daily circulation functions. The library will continue to budget conservatively, promote library services to the community, add relevant programs and services, and work with the Friends of the Library on fundraising efforts to enhance and fund youth and adult programs over our City budget. We will continue to be open 62 hours, seven days a week.

With current meeting space in high demand and an increased number of library events and programs taking precedence, community organizations are turned away. It is difficult to adequately provide the community meeting room space for non-profit and other groups. In 2016, the Library Foundation began a five year capital campaign to raise funds for a second story meeting room to meet this demand. Today the Foundation is working toward a fundraising goal of \$500,000 to pay for technology and furniture. Currently \$73,000 has been raised, with additional fundraisers planned to continue momentum. The community can visit: [www.Library2020.org](http://www.Library2020.org) for more information. In fiscal year 19/20, \$300,000 is slated in the Capital Improvement Plan for design and architectural fees, with the project anticipated in the 20/21 CIP. If available, State LSTA construction grants will be applied for in 19/20 and partial funding from Penny for Pinellas is anticipated, pending a vote in 2018 to continue past 2019. A new bond issue may be required to fully fund this project.



**LIBRARY PERFORMANCE INDICATORS**

**FUND: 001 DEPARTMENT: 1055**

	<b>Actual 2014-15</b>	<b>Actual 2015-16</b>	<b>Estimated 2016-17</b>	<b>Adopted 2017-18</b>
<b>Jurisdiction Data</b>				
Population	17,234	17,423	17,606	17,700
Square Miles	5.42	5.42	5.42	5.42
Total # of Full Time Equivalent Employees	176.31	180.60	180.71	180.71
<b>Departmental Inputs</b>				
Total Personnel Services & Operating Expenses	\$ 985,246	\$ 1,005,322	\$ 1,108,290	\$ 1,165,870
Total # of Full Time Equivalent Employees	17.66	18.09	18.04	17.12
Total Number of Holdings (All Formats)	96,468	98,646	97,500	97,500
<b>Outputs</b>				
# of Items per Capita	5.60	5.66	5.54	5.51
Circulation	273,568	248,686	250,000	250,000
Turnover (Circ/Item)	2.84	2.52	2.56	2.56
<b>Efficiency</b>				
O&M Cost per Capita	\$ 57.17	\$ 57.70	\$ 62.95	\$ 65.87
O&M Cost per Full Time Equiv. Employee	\$ 55,790	\$ 55,573	\$ 61,435	\$ 68,100
Per Capita per Full Time Equiv. Employee	975.88	963.13	975.94	1,033.88
<b>Effectiveness Measures</b>				
Reference Questions	25,963	22,242	25,000	25,000
# SH Registered Borrowers *	14,844	14,140	14,500	14,500
# of New Library Cards Issued	1,271	1,347	1,300	1,300
Total Number of Visitors (Gate Count)	196,232	195,585	198,000	198,000
Total Program Attendance (Youth, Teen, Adult)	19,578	23,818	22,000	22,000
Total # of Programs (Youth, Teen, Adult)	709	850	850	850
Total Program Attendance Per Capita	1.14	1.37	1.25	1.24
System Item Loans (SH items loaned inside PPLC)	55,987	72,595	70,000	70,000
Total # Volunteer Hours	6,328	6,285	6,300	6,300
Volunteer Hours FTE Equivalent	3	3	3	3
Total # of Public Computer Use Logins **	32,378	28,734	29,000	29,000
# of Technology Training Classes	31	26	30	30
Outside Group Meeting Room # of Meetings	415	324	350	350
Outside Group Meeting Room Attendance	6,476	5,302	5,200	5,200
Number of e-Books Checked Out	12,434	14,592	15,500	15,500
Electronic Resource/Database Usage	39,289	57,647	60,000	60,000
* Includes all registered borrowers using SHPL as their home library				
** Session time lengthened to 60 minutes, creating fewer overall computer use sessions				

CITY OF SAFETY HARBOR  
ADOPTED FY 2017/2018 BUDGET

<b>Fund:</b>	<b>Department:</b>	<b>Fund #:</b>
<b>General</b>	<b>Library</b>	<b>001</b>

**EXPENDITURE DETAIL**

Acct #	Account Description	Actual 2014-15	Actual 2015-16	Adopted Budget 2016-17	Adjusted Budget 2016-17	Estimated Year End 2016-17	Adopted Budget 2017-18
<b>Personnel Services</b>							
1055-571.12-01	Salaries & Wages	\$ 604,373	\$ 652,968	\$ 704,250	\$ 698,850	\$ 704,250	\$ 715,520
1055-571.12-10	Reg Wages-Temporary Empl	3,326	-	-	-	-	-
1055-571.14-00	Overtime-Time & One Half	-	10	-	-	-	-
	Salaries & Wages Sub-Total	607,699	652,978	704,250	698,850	704,250	715,520
1055-571.21-00	Fica Taxes	46,399	49,922	53,880	53,880	54,190	54,210
1055-571.22-00	Retirement	33,766	36,935	39,170	39,170	39,430	40,640
1055-571.23-00	Life & Health Insurance	76,375	80,164	100,920	100,920	100,890	108,530
1055-571.24-00	Workers Comp. Insurance	1,371	1,410	1,500	1,500	1,530	1,410
	Benefits Sub-Total	157,911	168,431	195,470	195,470	196,040	204,790
	Total Personnel Services	765,610	821,409	899,720	894,320	900,290	920,310

**Operating Expenses**

1055-571.32-10	Auditing & Accounting	2,130	2,500	2,290	2,290	2,290	2,290
1055-571.34-90	Other Fees And Contracts	11,521	9,744	14,850	14,850	14,850	39,520
1055-571.40-01	Employee Travel	1,642	2,916	5,020	5,020	5,020	5,540
1055-571.41-00	Communication Services	7,597	7,712	7,950	7,950	8,090	9,530
1055-571.42-10	Postage	1,307	1,050	1,600	1,600	1,600	1,600
1055-571.43-00	Utilities	103,569	63,817	72,000	57,400	57,400	60,200
1055-571.45-00	Liability Insurance	7,664	7,879	8,220	8,220	8,600	7,000
1055-571.46-01	Building & Grounds Maint	19,231	24,323	27,800	32,580	27,800	41,750
1055-571.46-20	Equipment Repairs	1,300	726	2,000	1,000	2,000	1,000
1055-571.46-40	Maintenance Contracts	11,663	7,150	21,450	16,017	20,450	15,600
1055-571.47-01	Printing & Binding	-	549	300	300	300	850
1055-571.49-32	Diehl Trust	1,000	1,000	1,000	1,000	1,000	5,000
1055-571.49-33	Chrissie Elmore Trust	12,765	15,000	22,000	22,000	22,000	15,000
1055-571.49-36	Special Program Costs	8,430	9,043	10,300	10,300	10,300	9,300
1055-571.51-10	Office Supplies-General	6,580	5,975	6,500	6,500	6,500	6,000
1055-571.51-11	Non-Capital Office Equip	4,051	3,209	7,300	3,800	4,300	12,550
1055-571.51-40	Computer Supplies	1,353	2,000	3,200	3,200	3,200	2,000
1055-571.51-50	Reproduction Supplies	1,104	1,073	-	-	-	-
1055-571.51-55	Copier Expenses	2,811	1,104	-	-	-	-

CITY OF SAFETY HARBOR  
ADOPTED FY 2017/2018 BUDGET

<b>Fund:</b>	<b>Department:</b>	<b>Fund #:</b>
<b>General</b>	<b>Library</b>	<b>001</b>

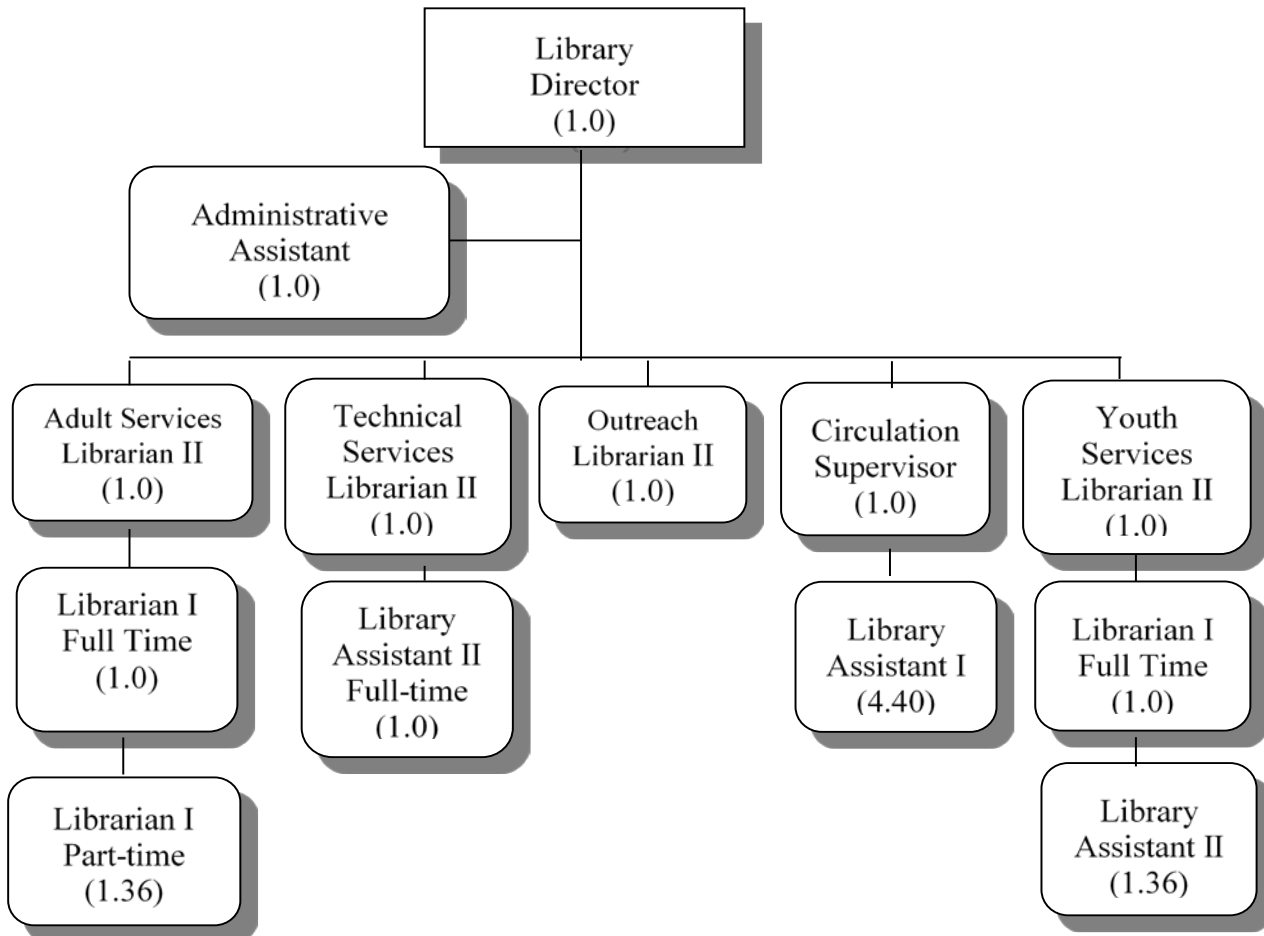
**EXPENDITURE DETAIL**

Acct #	Account Description	Actual 2014-15	Actual 2015-16	Adopted Budget 2016-17	Adjusted Budget 2016-17	Estimated Year End 2016-17	Adopted Budget 2017-18
1055-571.52-41	Housekeeping Supplies	\$ 5,143	\$ 5,690	\$ 6,000	\$ 6,000	\$ 6,000	\$ 4,000
1055-571.54-01	Subscriptions	8,250	7,395	10,650	5,150	4,650	4,700
1055-571.54-20	Memberships & Dues	185	212	300	300	300	300
1055-571.54-30	Educational Costs	340	658	1,350	1,350	1,350	1,830
	Total Operating Expenses	219,636	183,913	232,080	206,827	208,000	245,560
<b>Capital Expenses</b>							
1055-571.63-00	Improvements Other Than Buildings	12,052	-	-	-	-	-
1055-571.64-40	Special Equipment	5,441	-	-	-	-	5,050
1055-571.66-01	Books & Publications	61,352	62,685	65,000	65,000	65,000	65,500
1055-571.66-05	Audio Visual Supplies	18,068	20,651	22,800	22,800	22,800	20,800
	Total Capital Expenses	96,913	83,336	87,800	87,800	87,800	91,350
<b>Internal Services</b>							
1055-590.94-16	Data Processing Fee Reimb	202,320	199,150	219,100	185,900	219,100	219,100
	Total Internal Services	202,320	199,150	219,100	185,900	219,100	219,100
<b>Total Library</b>		<b>\$ 1,284,479</b>	<b>\$ 1,287,808</b>	<b>\$ 1,438,700</b>	<b>\$ 1,374,847</b>	<b>\$ 1,415,190</b>	<b>\$ 1,476,320</b>

**FUNDING SOURCE**

Program Expenditure Budget	\$ 985,246	\$ 1,005,322	\$ 1,131,800	\$ 1,101,147	\$ 1,108,290	\$ 1,165,870
Less Revenues Generated:						
337 Grants From Other Local Units	186,156	191,331	191,330	137,200	137,200	193,370
347 Culture & Recreation	13,252	15,903	12,700	12,700	13,150	13,650
352 Library Fines	24,432	24,450	25,000	25,000	22,000	23,000
366 Contributions And Donations From Private Sources	13,775	15,000	22,050	22,050	24,000	22,000
Net Unsupported Budget	<b>\$ 747,631</b>	<b>\$ 758,638</b>	<b>\$ 880,720</b>	<b>\$ 904,197</b>	<b>\$ 911,940</b>	<b>\$ 913,850</b>
% Of Budget Supported By Program	24.1%	24.5%	22.2%	17.9%	17.7%	21.6%

**Organizational Chart**  
**LIBRARY DEPARTMENT**



JOB CLASS / TITLE	PAY GRADE	ADOPTED FY 15/16	ADOPTED FY 16/17	ADOPTED FY 17/18
Library Director	132	1.00	1.00	1.00
Librarian II	124	4.00	4.00	4.00
Librarian I	122	2.00	2.00	2.00
Librarian I (part-time)	122	1.31	1.31	1.36
Circulation Supervisor	121	1.00	1.00	1.00
Administrative Assistant	119	1.00	1.00	1.00
Library Assistant II (full-time)	114	1.00	1.00	1.00
Library Assistant II (part-time)	114	1.23	1.23	1.36
Library Assistant I (part-time)	112	4.55	4.50	4.40
Custodian (part-time)	111	1.00	1.00	0.00
<b>Total Division</b>		<b>18.09</b>	<b>18.04</b>	<b>17.12</b>







## Leisure Services Department

### Recreation & Special Events Division

The Recreation Division is responsible for administering, operating, and maintaining the recreation facilities, program/activity/league/childcare coordination, and citywide special events. In addition, the Division oversees Marina operations, facility/parks grounds rental, Main Street public relations, and liaison with local nonprofit groups/downtown businesses.

#### **Mission Statement:**

**“To increase the quality of life through parks, events, recreation and play for residents & visitors.”**

#### **Current and Prior Year Accomplishments**

Recreation & Events division adopted Florida Recreation & Parks Association’s strategic plan pillars which will continue into fiscal year 2018 focus goals. The four pillars of the strategic plan consist of: *Community Building, Health, Economic Development and Conservation*. During fiscal year 15/16, the following deliverables were completed:

**Community Building:** increased volunteerism throughout the division, additional family & park events conducted, and engaged partner/staff relationships. **Health:** Additional programmed fitness classes for all ages; installation of water bottle filling stations at all facilities. **Economic Development:** Programs and events continued to provide economic impact on the downtown; that includes a record setting fundraising amount of \$51,798 for local charities. **Environment:** Conducted educational workshops, grand opening of Folly Farms Preserve and a Waterfront park community planting that restored the uplands and wetlands.



#### **Fiscal Year 2018 Goals**

The Recreation & Events division will continue to have a strong focus tied to our mission of “Quality of Life” for Safety Harbor residents and visitors. The divisions will continue to focus on the 4 pillars of FRPA’s strategic plan as a blueprint for the upcoming year: *Community Building, Health, Economic Development and Conservation*.

**Community Building:** continue to maintain partnerships, seek and secure new partnership opportunities. New community based events introduced throughout year. Complete the Centennial year with memorable workshops and celebrations. Volunteerism will engage more residents to take pride in their city and in the mission.



**Health:** The addition of the Community Center fitness center, combined with programmed fitness initiatives offerings, will provide a venue to increased community physical, social and mental health. **Economic Development:** Continued operations of event offerings to increase the economic impact of the business community. **Environment:** The opening of Folly Farm and Waterfront Park will enhance community educational opportunities with workshops & programs. Increased marketing efforts that encourage the community to get outdoors and explore the Recreation & Park programs.

#### **Long-Term Vision and Future Financial Impact**

As the City services & offerings continue to grow in a positive direction for the residents & businesses; the challenge to maintain the level of service and offerings without the addition of personnel or contracts is heightened. The recreation division consistently looks at our processes, procedures, and partners to increase our efficiency. The division continuously surveys our participants, programs, revenue sources and expenses to maintain the highest level of service. The aging of our facilities will need required maintenance and additions to continue to attract and engage that next generation.

**RECREATION DIVISON PERFORMANCE INDICATORS**

**FUND: 001    DEPARTMENT: 1056**

	<b>Actual 2014-15</b>	<b>Actual 2015-16</b>	<b>Estimated 2016-17</b>	<b>Adopted 2017-18</b>
<b>Jurisdiction Data</b>				
Population	17,234	17,423	17,606	17,700
Square Miles	5.42	5.42	5.42	5.42
Total # of Full Time Equivalent Employees	176.31	180.60	180.71	180.71
<b>Departmental Inputs</b>				
Total Personnel Services & Operating Expenses	\$ 1,569,632	\$ 1,628,105	\$ 1,898,360	\$ 2,096,370
Total # of Full Time Equivalent Employees	21.97	24.81	25.31	25.31
Total Recreation Revenues	\$ 896,876	\$ 859,600	\$ 952,940	\$ 1,003,850
<b>Outputs</b>				
<b>Trips Senior/Teen</b>				
# of Persons Listed in Programs	2,400	2,324	2,400	2,560
# of Programs Offered	110	101	106	112
# of User Hours	18,894	11,029	11,580	12,160
<b>Classes/Programs</b>				
# of Persons Listed in Programs	34,100	30,362	31,880	33,474
# of Programs Offered	665	831	872	916
# of User Hours	54,774	53,059	55,712	58,498
<b>Camps/After-school</b>				
# of Persons Listed in Programs	27,397	25,989	27,400	27,400
# of Programs Offered	125	150	150	150
# of User Hours	134,602	115,279	135,000	135,000
<b>Rentals (Facility &amp; Shelter)</b>				
# of Facility Rentals	436	330	347	364
# of Shelter Rentals	521	466	489	514
# of Field Rentals	558	557	584	615
# of Gazebo Rentals	21	13	15	17
# of Skatepark Rentals	1	-	-	-
<b>Recreation Center Special Events</b>				
# of Persons Listed in Programs	3,558	3,201	3,361	3,529
# of Programs Offered	29	22	30	32
# of User Hours	9,246	7,037	7,389	7,758
<b>Volunteers</b>				
# of Persons Listed in Programs	330	266	279	293
# of User Hours	1,964	4,061	4,264	4,477
<b>Museum Visitors</b>	1,142	1,278	1,342	1,409
<b>Citywide Special Events</b>				
# of Co-Sponsored Citywide Events	80	86	88	100
<b>Efficiency</b>				
Avg. Cost per Person Enrolled	\$ 23.27	\$ 26.31	\$ 30.78	\$ 31.31
Avg. Cost per Program Offered	\$ 1,149.91	\$ 1,135.36	\$ 1,261.37	\$ 1,331.87
Avg. Cost per User Hour	\$ 7.22	\$ 8.73	\$ 9.05	\$ 9.82
O&M Cost per Capita	\$ 91.08	\$ 93.45	\$ 107.82	\$ 118.44
O&M Cost per Full Time Equiv. Employee	\$ 71,444	\$ 65,623	\$ 75,004	\$ 82,828
Per Capita per Full Time Equiv. Employee	784.43	702.26	695.61	699.33
<b>Effectiveness</b>				
% Recreation Program Cost Recovery	57.1%	52.8%	50.2%	47.9%

CITY OF SAFETY HARBOR  
ADOPTED FY 2017/2018 BUDGET

<b>Fund:</b>	<b>Department:</b>	<b>Fund #:</b>
<b>General</b>	<b>Recreation</b>	<b>001</b>

**EXPENDITURE DETAIL**

Acct #	Account Description	Actual 2014-15	Actual 2015-16	Adopted Budget 2016-17	Adjusted Budget 2016-17	Estimated Year End 2016-17	Adopted Budget 2017-18
<b>Personnel Services</b>							
1056-572.12-01	Salaries & Wages	\$ 711,524	\$ 814,825	\$ 899,360	\$ 850,360	\$ 899,040	\$ 953,550
1056-572.12-10	Reg Wages-Temporary Empl	82,164	73,425	124,350	124,350	102,210	127,750
1056-572.14-00	Overtime-Time & One Half	4,804	4,364	7,000	7,000	7,000	7,000
	Salaries & Wages Sub-Total	798,492	892,614	1,030,710	981,710	1,008,250	1,088,300
1056-572.21-00	Fica Taxes	58,850	65,819	78,850	78,850	78,830	83,000
1056-572.22-00	Retirement	47,237	51,810	56,550	56,550	56,560	61,170
1056-572.23-00	Life & Health Insurance	145,249	157,390	176,150	176,150	175,800	189,150
	Benefits Sub-Total	251,336	275,019	311,550	311,550	311,190	333,320
	Total Personnel Services	1,049,828	1,167,633	1,342,260	1,293,260	1,319,440	1,421,620

**Operating Expenses**

1056-572.34-90	Other Fees And Contracts	15,107	19,214	16,610	16,610	16,610	21,120
1056-572.34-91	Recreation Instructors	-	144,259	142,600	142,600	142,600	151,500
1056-572.34-93	Museum Instructors	9,871	22	-	-	-	-
1056-572.34-95	Misc Special Activities	48,270	19,388	39,800	55,000	55,000	55,000
1056-572.34-96	Rigsby Instructors	44,651	14	-	-	-	-
1056-572.34-97	Community Center Instructors	74,752	1,109	-	-	-	-
1056-572.34-98	Athletic Program Expenses	15,884	13,797	14,000	14,000	12,000	14,000
1056-572.34-99	Special Project Expenses	1,113	822	2,000	300	2,000	2,000
1056-572.40-01	Employee Travel	6,267	4,711	8,830	8,830	4,540	8,120
1056-572.41-00	Communication Services	12,341	16,590	15,930	15,930	15,930	15,030
1056-572.43-00	Utility Services	67,976	54,570	67,000	57,000	56,000	59,500
1056-572.46-01	Building & Grounds Maint	32,140	32,610	52,380	52,773	49,780	72,090
1056-572.46-10	Outside Vehicle Repair	3,441	3,475	4,000	4,000	4,000	4,000
1056-572.46-30	Radio Maintenance	-	274	450	450	450	450
1056-572.46-40	Maintenance Contracts	10,420	13,519	14,980	18,176	14,980	34,600
1056-572.47-01	Printing & Binding	19,666	24,546	31,240	33,923	31,240	35,940
1056-572.49-30	Other Current Charges	416	2,926	1,500	1,500	1,500	1,700
1056-572.49-32	Daycamp Expenses	72,882	58,931	76,300	76,300	72,400	61,970
1056-572.49-33	4th Of July Celebration	21,922	21,985	21,000	21,400	21,000	21,000
1056-572.49-36	Special Program Costs	8,792	12,573	16,950	17,350	18,450	36,500
1056-572.49-38	Holiday Festivities	5,422	3,625	5,600	5,600	5,600	6,300

CITY OF SAFETY HARBOR  
ADOPTED FY 2017/2018 BUDGET

<b>Fund:</b>	<b>Department:</b>	<b>Fund #:</b>
<b>General</b>	<b>Recreation</b>	<b>001</b>

**EXPENDITURE DETAIL**

Acct #	Account Description	Actual	Actual	Adopted	Adjusted	Estimated	Adopted
		2014-15	2015-16	Budget	Budget	2016-17	Budget
		2014-15	2015-16	2016-17	2016-17	2016-17	2017-18
1056-572.51-10	Office Supplies-General	5,697	5,196	6,850	7,055	6,850	6,850
1056-572.51-11	Non-Capital Office Equip.	-	3,438	-	1,700	-	-
1056-572.52-01	Gas	1,947	1,209	1,510	1,510	1,150	1,230
1056-572.52-02	Diesel	3,123	2,107	3,360	3,360	2,400	2,500
1056-572.52-03	Oil & Other Lubricants	80	187	150	150	150	150
1056-572.52-10	Vehicle Parts	1,146	1,606	2,500	2,500	2,500	2,500
1056-572.52-30	Small Tools & Supplies	143	31	200	200	200	300
1056-572.52-35	Non-Capital Operating Equip	-	2,961	5,000	6,738	3,500	-
1056-572.52-40	Builders Supplies	379	216	700	700	700	700
1056-572.52-41	Housekeeping Supplies	9,323	1,561	1,400	1,400	1,400	1,600
1056-572.52-60	Playground & Athletic Supplies	3,506	5,231	2,800	2,800	2,800	2,800
1056-572.52-61	Games And Indoor Supplies	6,184	6,890	7,600	7,600	6,350	13,400
1056-572.52-70	Special Clothing/Uniforms	3,263	2,352	4,150	4,150	4,150	4,150
1056-572.52-80	Tires and Tubes	601	1,102	1,500	1,500	1,500	1,500
1056-572.52-90	Special Supplies	6,873	11,979	4,600	5,595	4,600	20,350
1056-572.52-91	Medical Supplies - EMS	-	23	200	200	200	400
1056-572.54-20	Memberships & Dues	1,986	3,298	3,510	3,510	3,510	3,810
1056-572.54-30	Educational Costs	4,217	6,273	19,950	11,880	11,880	10,490
Total Operating Expenses		519,801	504,620	597,150	604,290	578,920	674,750

**Capital Expenses**

1056-572.63-00	Improvements Other Than Bldgs	-	-	-	-	-	16,500
1056-572.64-40	Special Equipment	6,723	-	33,410	18,963	18,500	15,000
Total Capital Expenses		6,723	-	33,410	18,963	18,500	31,500

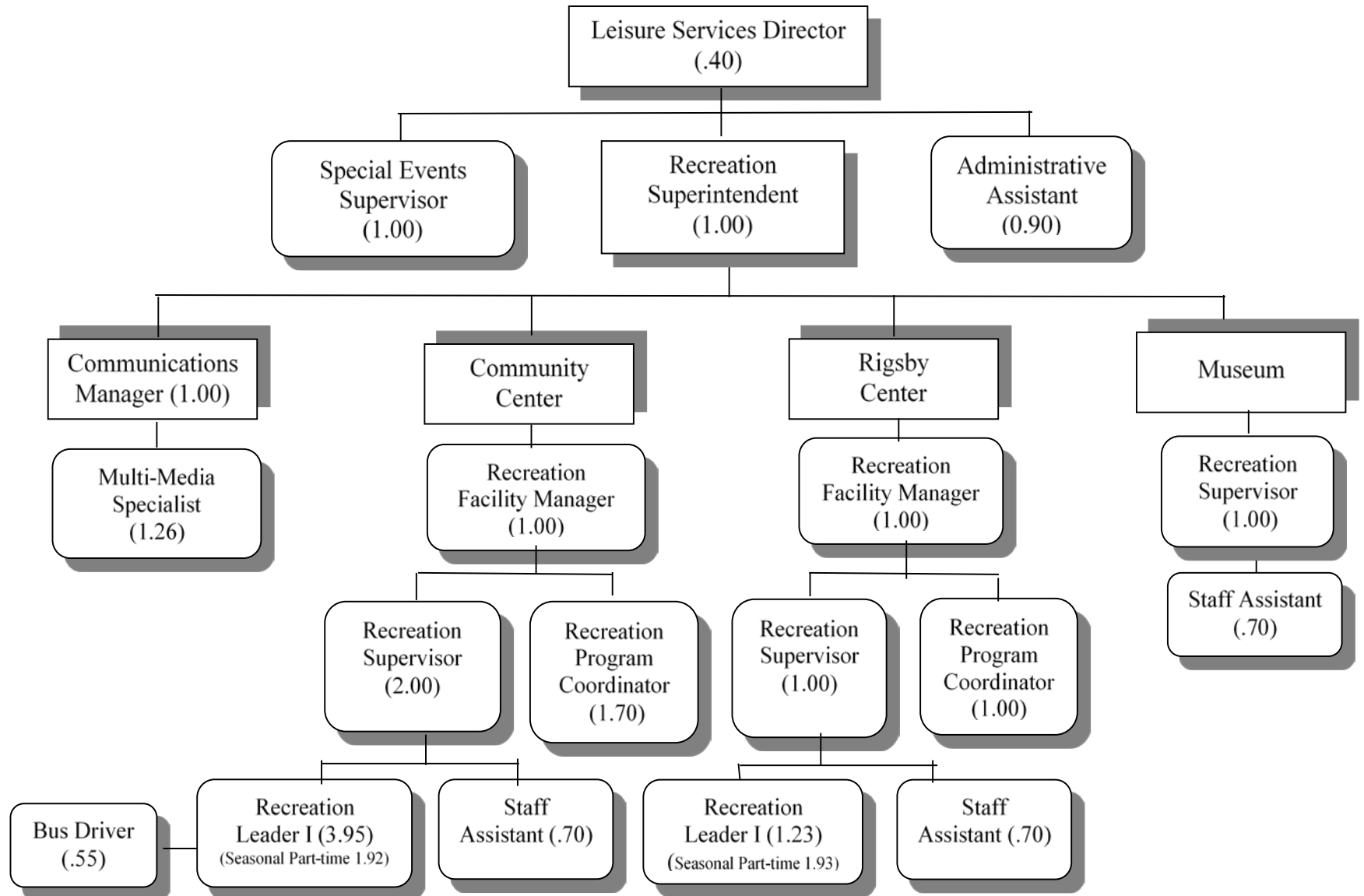
**Total Recreation**

<b>\$ 1,576,352</b>	<b>\$ 1,672,253</b>	<b>\$ 1,972,820</b>	<b>\$ 1,916,513</b>	<b>\$ 1,916,860</b>	<b>\$ 2,127,870</b>
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**FUNDING SOURCE**

Program Expenditure Budget	\$ 1,569,629	\$ 1,672,253	\$ 1,939,410	\$ 1,897,550	\$ 1,898,360	\$ 2,096,370
Less Revenues Generated:						
347 Culture & Recreation (Net of DBC Event Revenue)	800,220	704,378	824,860	840,860	834,470	881,450
Net Unsupported Budget	<b>\$ 769,409</b>	<b>\$ 967,875</b>	<b>\$ 1,114,550</b>	<b>\$ 1,056,690</b>	<b>\$ 1,063,890</b>	<b>\$ 1,214,920</b>
% Of Budget Supported By Program	51.0%	42.1%	42.5%	44.3%	44.0%	42.0%

**Organizational Chart**  
**RECREATION DEPARTMENT**



## RECREATION DEPARTMENT

JOB CLASS/TITLE	PAY GRADE	ADOPTED FY 15/16	ADOPTED FY 16/17	ADOPTED FY 17/18
Leisure Services Director	133	0.40	0.40	0.40
Recreation Superintendent	128	1.00	1.00	1.00
Communications Manager	127	1.00	1.00	1.00
Recreation Facility Manager	125	2.00	2.00	2.00
Special Events Supervisor	123	1.00	1.00	1.00
Recreation Supervisor	123	4.00	4.00	4.00
Recreation Program Coordinator	121	2.70	2.70	2.70
Administrative Assistant	119	0.90	0.90	0.90
Multi-Media Specialist	121	1.26	1.26	1.26
Staff Assistants	116	0.00	0.00	2.10
Recreation Leader I (part-time)	112	6.30	6.80	5.18
Bus Driver	112	0.40	0.40	0.55
Seasonal Part-time	112	3.85	3.85	3.85
<b>Total Division</b>		<b>24.81</b>	<b>25.31</b>	<b>25.94</b>

## Leisure Services Department Parks Division



The Parks Division is responsible for administrating, supervising, operating and maintaining the City's parklands and buildings one hundred (120+) acre system. In addition to the maintenance responsibilities, the Division oversees citywide aesthetic horticultural plantings, specialized needs of recreational programs/special events/qualified groups and contracted services.



### Current and Prior Year Accomplishments

The Parks Division continues to provide top quality service through improved maintenance techniques and procedures. During fiscal year 2016-2017, in addition to the daily maintenance of existing parklands & facility grounds, the following were incorporated into the maintenance schedule by the division: *Folly Farms Preserve* - development of the butterfly garden, playground areas, new automatic gate with timer and entrance fencing. *Mullet Creek Park* - installation of perimeter fencing along with brush clearing and trees trimmed. *Daisy Douglas Park*, *North City Park*, *Marshall Street Park*, *SH City Park* and *Rigsby Playground* – engineered wood fiber mulch installed, and refurbish of facilities. *Main Street* - amenities pressured washed. Marina & Veterans Plaza – pressure washed restroom, fountain & plaza areas. *SH City Park* - new irrigation pump installed, fields 1, 2, 3 were rebuilt & refurbished; prepped for Southeast Regional Baseball Tournament. *Waterfront Park* - installed north end plant materials in partnership with Tampa Bay Watch and TB Estuaries Program. *Rigsby Center* – replaced all landscape adding ground cover, flowering shrubs, 14 palms and 7 crape myrtle trees. *Community Center* – installment of new irrigation pump. *Public Works Dog Run* - new perimeter fencing installed. *Misc.* – air potato beetles continue to be monitored, the division celebrated the 29th year as a Tree City USA.

Support staff for the following special events: Primavera Music Festival, San Gennaro Festival, Senior Expo, Nolan's 5k run, Beer & Burger Throwdown, Bands & Beer By the Bay, Super Hero 5k run, Seafood Festival, Chalk Art Festival, Safety Harbor Song Festival, March for Babies, Eco Egg Hunts, Paddle for the Kids, 4<sup>th</sup> of July Parade and Celebration, Thin Mint Sprint, Harbor Sounds Music Festival, British Car Show, Main Street Trick-or-Treat, Wine Festival, Tree Lighting, Kiwanis Arts & Crafts Show, Holiday Parade, Best Dam Race run / races that occurred thru-out the year, Junk-in the Trunk, along with continued 3<sup>rd</sup> Friday and Farmers Market events., continued to cross train personnel for better department flexibility. Incorporated Friendly Landscaping principles in planting areas.

### Fiscal Year 2018 Goals

During the fiscal year 2017-2018, the Parks Division will continue to provide the highest level of service to enhance maintenance productivity through innovative techniques, trends and networking; while staying current with technologies and cost effectiveness. Continue to work with Steering Committee and staff to develop the Waterfront, Elm and Folly Farm properties; repair Main Street irrigation system; Re-design-Re-landscape Veterans Plaza and Public Works properties; Install drip irrigation at Community Center; Streetscape pots will be re-planted along with other City wide projects; Re-seed North City Park; Continue in-house training; "Going Green" & "Florida Friendly Landscaping" will continue to serve as a basis for irrigation, recycling and overall conservation of resources throughout the City parkland system.

**Long-Term Vision and Future Financial Impact** The Parks Division's long term mission is to continue to provide the highest level of maintenance service to the community while staying on the forefront of innovativeness, trends, technology and creativity.



**PARKS PERFORMANCE INDICATORS**

**FUND: 001 DEPARTMENT: 1058**

	<b>Actual</b>	<b>Actual</b>	<b>Estimated</b>	<b>Adopted</b>
<b>Jurisdiction Data</b>	<b>2014-15</b>	<b>2015-16</b>	<b>2016-17</b>	<b>2017-18</b>
Population	17,234	17,423	17,606	17,700
Square Miles	5.42	5.42	5.42	5.42
Total # of Full Time Equivalent Employees	176.31	180.60	180.71	180.71
<b>Departmental Inputs</b>				
Total Personnel Services & Operating Expenses	\$ 870,391	\$ 982,903	\$ 1,096,550	\$ 1,226,430
Total # of Full Time Equivalent Employees	13.93	13.90	13.90	13.90
<b>Outputs</b>				
# of Acres Maintained	123.89	123.89	123.89	123.89
# of Facilities Maintained	32	32	32	32
# of Parks Maintained	17	17	17	17
# of Playgrounds Maintained	8	8	8	9
<b>Efficiency</b>				
Cost per Acre Maintained	\$ 7,026	\$ 7,934	\$ 8,851	\$ 9,899
# of Acres Maintained per Full Time Equiv. Employee	8.89	8.91	8.91	8.91
O&M Cost per Capita	\$ 50.50	\$ 56.41	\$ 62.28	\$ 69.29
O&M Cost per Full Time Equiv. Employee	\$ 62,483	\$ 70,712	\$ 78,888	\$ 88,232
Per Capita per Full Time Equiv. Employee	1,237	1,253	1,267	1,273
<b>Effectiveness</b>				
% of Maintenance Completed on Schedule	97%	97%	95%	97%
% of Parks & Facilities in Good Condition	97%	97%	97%	97%



CITY OF SAFETY HARBOR  
ADOPTED FY 2017/2018 BUDGET

<b>Fund:</b>	<b>Department:</b>	<b>Fund #:</b>
<b>General</b>	<b>Parks</b>	<b>001</b>

**EXPENDITURE DETAIL**

Acct #	Account Description	Actual		Adopted	Adjusted	Estimated	Adopted
		2014-15	2015-16	Budget	Budget	Year End	Budget
		2014-15	2015-16	2016-17	2016-17	2016-17	2017-18
<b>Personnel Services</b>							
1058-572.12-01	Salaries & Wages	\$ 341,295	\$ 384,431	\$ 465,830	\$ 430,810	\$ 400,000	\$ 477,150
1058-572.12-10	Reg Wages-Temporary Empl	-	2,405	3,630	3,630	10,000	10,000
1058-572.14-00	Overtime-Time & One Half	16,633	19,107	17,000	17,000	30,000	24,000
	Salaries & Wages Sub-Total	357,928	405,943	486,460	451,440	440,000	511,150
1058-572.21-00	Fica Taxes	26,196	29,578	37,220	33,443	30,600	38,080
1058-572.22-00	Retirement	28,985	32,916	37,480	37,480	37,480	38,650
1058-572.23-00	Life & Health Insurance	105,379	113,203	128,900	128,900	120,000	142,860
	Benefits Sub-Total	160,560	175,697	203,600	199,823	188,080	219,590
	Total Personnel Services	518,488	581,640	690,060	651,263	628,080	730,740

**Operating Expenses**

1058-572.34-90	Other Fees And Contracts	27,976	49,133	57,190	57,190	57,190	57,190
1058-572.40-01	Employee Travel	88	858	1,370	1,370	1,370	1,050
1058-572.41-00	Communication Services	5,048	4,703	4,820	4,820	4,820	4,120
1058-572.43-00	Utility Services	152,164	149,092	161,150	161,150	161,150	175,200
1058-572.44-00	Rental & Leases	59	276	500	500	500	500
1058-572.46-01	Building & Grounds Maint	31,575	40,128	73,850	78,050	73,850	69,340
1058-572.46-10	Outside Vehicle Repair	51	85	400	1,400	400	400
1058-572.46-20	Equipment Repairs	177	1,434	1,000	5,300	1,000	1,000
1058-572.46-30	Radio Maintenance	70	200	200	200	200	200
1058-572.49-30	Other Current Charges	43	889	600	600	600	600
1058-572.51-10	Office Supplies-General	406	391	500	500	500	500
1058-572.52-01	Gas	12,946	10,102	11,650	11,650	9,250	9,840
1058-572.52-02	Diesel	169	253	220	220	400	400
1058-572.52-03	Oil & Other Lubricants	334	241	350	350	350	350
1058-572.52-10	Vehicle Parts	1,509	3,950	3,500	3,500	3,500	3,500
1058-572.52-20	Equipment Parts	6,710	6,718	7,000	7,000	7,000	7,000
1058-572.52-30	Small Tools & Supplies	4,716	6,451	18,840	18,840	18,840	11,930
1058-572.52-40	Builders Supplies	325	273	750	750	750	750
1058-572.52-41	Housekeeping Supplies	21,421	21,766	28,000	25,700	26,000	26,000
1058-572.52-50	Chemicals	3,338	1,259	4,000	4,000	4,000	4,000
1058-572.52-51	Horticultural Supplies	48,132	46,718	50,500	51,540	50,500	69,840

CITY OF SAFETY HARBOR  
ADOPTED FY 2017/2018 BUDGET

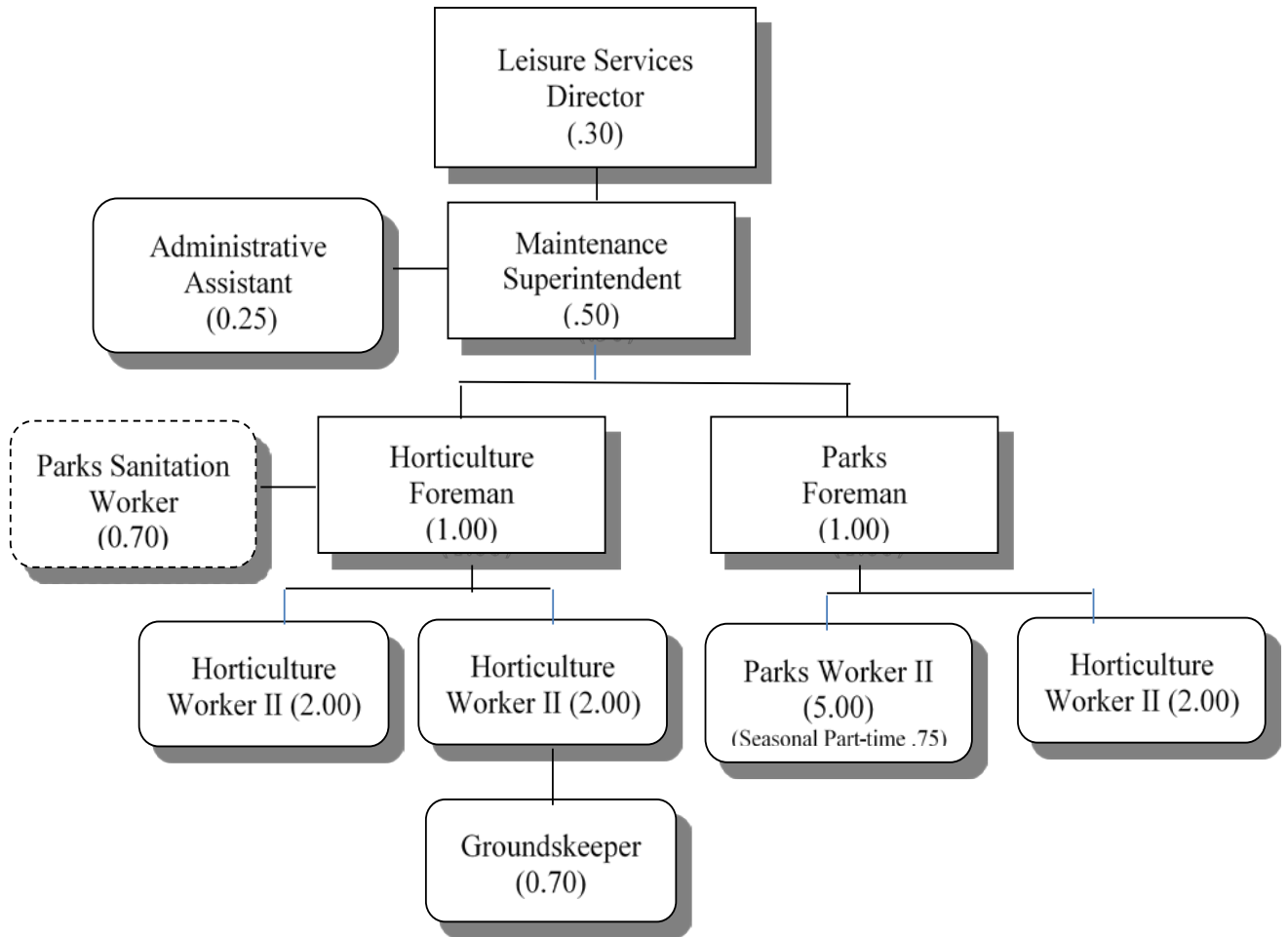
<b>Fund:</b> <b>General</b>	<b>Department:</b> <b>Parks</b>	<b>Fund #:</b> <b>001</b>
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**EXPENDITURE DETAIL**

Acct #	Account Description	Actual	Actual	Adopted	Adjusted	Estimated	Adopted
		2014-15	2015-16	Budget	Budget	2016-17	Budget
		2014-15	2015-16	2016-17	2016-17	2016-17	2017-18
1058-572.52-70	Special Clothing/Uniforms	5,843	6,178	8,840	8,840	8,840	9,190
1058-572.52-80	Tires And Tubes	1,212	1,178	2,000	2,600	2,000	2,000
1058-572.52-90	Special Supplies	24,856	46,597	28,800	27,594	28,800	36,200
1058-572.54-20	Memberships & Dues	825	380	610	610	610	610
1058-572.54-30	Educational Costs	1,910	2,010	6,050	6,050	6,050	3,980
	Total Operating Expenses	351,903	401,263	472,690	480,324	468,470	495,690
<b>Total Parks</b>		<b>\$ 870,391</b>	<b>\$ 982,903</b>	<b>\$ 1,162,750</b>	<b>\$ 1,131,587</b>	<b>\$ 1,096,550</b>	<b>\$ 1,226,430</b>

## Organizational Chart

### PARKS DIVISION



JOB CLASS / TITLE	PAY GRADE	ADOPTED FY 15/16	ADOPTED FY 16/17	ADOPTED FY 17/18
Leisure Services Director	133	0.30	0.30	0.30
Maintenance Superintendent	128	0.50	0.50	0.50
Horticulture Foreman	121	1.00	1.00	1.00
Administrative Assistant	119	0.25	0.25	0.25
Horticulture Worker II	116	2.00	2.00	2.00
Parks Foreman	121	1.00	1.00	1.00
Parks Worker II	116	6.00	6.00	6.00
Parks Sanitation Worker	115	1.40	1.40	1.40
Groundskeeper	115	0.70	0.70	0.70
Seasonal Part-time	105	0.75	0.75	0.75
<b>Total Division</b>		<b>13.90</b>	<b>13.90</b>	<b>13.90</b>



CITY OF SAFETY HARBOR  
ADOPTED FY 2017/2018 BUDGET

<b>Fund:</b>	<b>Department:</b>	<b>Fund #:</b>
<b>General</b>	<b>Non-Operating And Non-Classified</b>	<b>001</b>

**EXPENDITURE DETAIL**

Acct #	Account Description	Actual 2014-15	Actual 2015-16	Adopted Budget 2016-17	Adjusted Budget 2016-17	Estimated Year End 2016-17	Adopted Budget 2017-18
<b>Internal Services</b>							
1094-590.94-16	Data Processing Fee Reimb	\$ 290,810	\$ 328,590	\$ 389,450	\$ 389,450	\$ 389,450	\$ 328,590
	Total Internal Services	290,810	328,590	389,450	389,450	389,450	328,590
<b>Non-Operating Expenses</b>							
1095-581.91-14	To Street Improvement Fund	-	-	20,000	69,108	69,110	200,000
1095-581.91-32	To Capital Project Fund	1,600,000	-	217,000	217,000	217,000	-
1095-581.91-61	To Law Enforcement Trust	-	-	-	5,226	5,230	-
1095-581.91-62	To Street Light Fund	7,650	7,650	7,650	7,650	7,650	7,650
1095-581.91-63	To Parkland Fund	-	-	-	200,000	200,000	-
	Total Non-Operating Expenses	1,607,650	7,650	244,650	498,984	498,990	207,650
<b>Non-Classified</b>							
1099-588.99-01	Fund Reserve	-	-	4,899,830	4,770,151	4,652,360	4,181,994
1099-588.99-04	Cont./Unanticipated Exp.	-	-	300,000	-	-	300,000
1099-588.99-06	Stabilization Reserve	-	-	2,876,360	2,827,252	2,975,420	3,009,176
	Total Non-Classified	-	-	8,076,190	7,597,403	7,627,780	7,491,170
	Total Non-Operating & Non-Classified	1,898,460	336,240	8,710,290	8,485,837	8,516,220	8,027,410
	<b>Total General Fund</b>	<b>\$ 14,185,601</b>	<b>\$ 13,063,223</b>	<b>\$ 22,721,140</b>	<b>\$ 22,564,937</b>	<b>\$ 22,504,880</b>	<b>\$ 22,537,050</b>

Category	Actual 2014-15	Actual 2015-16	Adopted Budget 2016-17	Adjusted Budget 2016-17	Estimated Year End 2016-17	Adopted Budget 2017-18
Personnel Services	8,243,382	8,752,441	9,443,540	9,383,593	9,401,120	9,792,030
Operating Expenses	3,558,603	3,552,726	4,098,450	4,277,504	4,136,590	4,220,510
Capital Expenses	107,386	83,336	130,210	114,553	114,300	134,970
Non-Operating Expenses	2,276,230	674,720	972,750	1,191,884	1,225,090	898,370
Reserves	-	-	8,076,190	7,597,403	7,627,780	7,491,170
	<b>\$ 14,185,601</b>	<b>\$ 13,063,223</b>	<b>\$ 22,721,140</b>	<b>\$ 22,564,937</b>	<b>\$ 22,504,880</b>	<b>\$ 22,537,050</b>

## CAPITAL PROJECTS FUND



CITY OF SAFETY HARBOR  
ADOPTED FY 2017/2018 BUDGET

**FUND 032 - CAPITAL PROJECTS**

Acct #	Account Description			Adopted	Adjusted	Estimated	Adopted
		Actual	Actual	Budget	Budget	Year End	Budget
		2014-15	2015-16	2016-17	2016-17	2016-17	2017-18
<b>REVENUE DETAIL</b>							
<b>Intergovernmental Revenue</b>							
3000-312.06-00	Local Govt Infrastructure	\$ 1,670,495	\$ 1,728,746	\$ 1,824,180	\$ 1,824,180	\$ 1,798,000	\$ 1,861,000
3000-331.07-00	Federal Pass-through-State	-	58,328	177,000	118,672	118,670	-
3000-338.07-00	Local	-	45,000	70,000	25,000	25,000	-
3000-338.09-10	County	49,243	3,387	14,680	14,680	38,360	-
	Total Intergovernmental Revenue	1,719,738	1,835,461	2,085,860	1,982,532	1,980,030	1,861,000
<b>Miscellaneous Revenue</b>							
3000-361.01-00	Investments	22,905	21,291	32,060	32,060	27,690	27,690
3000-361.50-00	Market Value Adj	5,331	1,690	-	-	-	-
3000-366.21-00	Donation/Private	9,566	6,000	-	-	-	-
	Total Miscellaneous Revenue	37,802	28,981	32,060	32,060	27,690	27,690
<b>Interfund Transfers In</b>							
3000-381.01-00	Tfr From General Fund	1,600,000	-	217,000	217,000	217,000	-
3000-381.67-00	Tsfr From CRA	44,860	-	-	-	-	-
	Total Interfund Transfers In	1,644,860	-	217,000	217,000	217,000	-
3000-389.01-00	Balance Carryforward	-	-	514,080	1,929,632	2,232,290	1,048,630
	<b>Total Capital Projects Revenue</b>	<b>\$ 3,402,400</b>	<b>\$ 1,864,442</b>	<b>\$ 2,849,000</b>	<b>\$ 4,161,224</b>	<b>\$ 4,457,010</b>	<b>\$ 2,937,320</b>

CITY OF SAFETY HARBOR  
ADOPTED FY 2017/2018 BUDGET

<b>Fund:</b> <b>Capital Projects</b>	<b>Department:</b>	<b>Fund #:</b> <b>032</b>
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**EXPENDITURE DETAIL**

Acct #	Account Description	Actual 2014-15	Actual 2015-16	Adopted Budget 2016-17	Adjusted Budget 2016-17	Estimated Year End 2016-17	Adopted Budget 2017-18
<b>Planning &amp; Code Enforcement</b>							
<b>Capital Expenses</b>							
3017-515.64-01	Automotive Equipment	\$ 19,860	\$ 18,049	\$ 23,300	\$ 23,300	\$ 20,420	\$ -
	Total Capital Expenses	19,860	18,049	23,300	23,300	20,420	-
	<b>Total Planning &amp; Code Enforcement</b>	<b>19,860</b>	<b>18,049</b>	<b>23,300</b>	<b>23,300</b>	<b>20,420</b>	<b>-</b>
<b>General Government</b>							
<b>Capital Expenses</b>							
3020-519.62-00	Buildings	-	33,484	150,000	150,000	150,000	-
3020-519.63-00	Imprv Other Than Building	34,233	-	-	-	-	-
	Total Capital Expenses	34,233	33,484	150,000	150,000	150,000	-
	<b>Total General Government</b>	<b>34,233</b>	<b>33,484</b>	<b>150,000</b>	<b>150,000</b>	<b>150,000</b>	<b>-</b>
<b>Fire Control</b>							
<b>Capital Expenses</b>							
3022-522.62-00	Buildings	29,367	38,001	32,000	37,000	32,000	-
3022-522.63-00	Imprv Other Than Buildings	21,000	-	-	-	-	-
3022-522.64-01	Automotive Equipment	408,730	65,737	-	850	-	-
3022-522.64-40	Special Equipment	9,895	-	225,000	225,000	225,000	-
	Total Capital Expenses	468,992	103,738	257,000	262,850	257,000	-
	<b>Total Fire Control</b>	<b>468,992</b>	<b>103,738</b>	<b>257,000</b>	<b>262,850</b>	<b>257,000</b>	<b>-</b>
<b>Engineering</b>							
<b>Capital Expenses</b>							
3025-539.64-01	Automotive Equipment	-	-	-	-	-	28,000
	Total Capital Expenses	-	-	-	-	-	28,000
	<b>Total Engineering</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>28,000</b>



CITY OF SAFETY HARBOR  
ADOPTED FY 2017/2018 BUDGET

<b>Fund:</b> <b>Capital Projects</b>	<b>Department:</b>	<b>Fund #:</b> <b>032</b>
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**EXPENDITURE DETAIL**

Acct #	Account Description	Actual 2014-15	Actual 2015-16	Adopted Budget 2016-17	Adjusted Budget 2016-17	Estimated Year End 2016-17	Adopted Budget 2017-18
<b>Streets</b>							
<b>Capital Expenses</b>							
3031-541.49-30	Other Current Charges	-	21,252	-	-	18,110	25,000
3031-541.62-00	Buildings	145,511	4,548	-	-	-	-
3031-541.63-00	Imprv Other Than Buildings	69,529	17,130	52,500	55,975	37,790	70,000
3031-541.64-01	Automotive Equip	47,914	-	-	-	-	-
3031-541.64-40	Special Equipment	-	23,613	70,000	70,000	63,000	-
	Total Capital Expenses	262,954	66,543	122,500	125,975	118,900	95,000
	<b>Total Streets</b>	<b>262,954</b>	<b>66,543</b>	<b>122,500</b>	<b>125,975</b>	<b>118,900</b>	<b>95,000</b>
<b>Fleet Maintenance</b>							
<b>Capital Expenses</b>							
3033-519.62-00	Buildings	8,625	15,564	-	-	-	-
3033-519.63-00	Imprv Other Than Building	-	-	10,000	10,000	10,000	-
3033-519.64-01	Automotive Equipment	74,947	-	-	-	-	-
3033-519.64-40	Special Equipment	9,778	6,624	-	-	-	-
	Total Capital Expenses	93,350	22,188	10,000	10,000	10,000	-
	<b>Total Fleet Maintenance</b>	<b>93,350</b>	<b>22,188</b>	<b>10,000</b>	<b>10,000</b>	<b>10,000</b>	<b>-</b>
<b>Library</b>							
<b>Capital Expenses</b>							
3055-571.62-00	Buildings	8,515	-	-	-	-	-
3055-571.63-00	Imprv Other Than Building	-	-	-	-	-	10,400
	Total Capital Expenses	8,515	-	-	-	-	10,400
	<b>Total Library</b>	<b>8,515</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>10,400</b>
<b>Recreation</b>							
<b>Capital Expenses</b>							
3056-572.62-00	Buildings	8,475	61,790	900,000	250,000	120,000	850,000
3056-572.63-00	Imprv Other Than Building	-	18,252	-	-	-	235,000
3056-572.64-01	Automotive Equipment	9,217	13,885	-	-	-	-
3056-572.64-40	Special Equipment	-	10,235	-	-	-	15,000
	Total Capital Expenses	17,692	104,162	900,000	250,000	120,000	1,100,000
	<b>Total Recreation</b>	<b>17,692</b>	<b>104,162</b>	<b>900,000</b>	<b>250,000</b>	<b>120,000</b>	<b>1,100,000</b>

CITY OF SAFETY HARBOR  
ADOPTED FY 2017/2018 BUDGET

<b>Fund:</b>	<b>Department:</b>	<b>Fund #:</b>
<b>Capital Projects</b>	<b>Non-Operating Expenditures</b>	<b>032</b>

**EXPENDITURE DETAIL**

Acct #	Account Description	Actual 2014-15	Actual 2015-16	Adopted Budget 2016-17	Adjusted Budget 2016-17	Estimated Year End 2016-17	Adopted Budget 2017-18
<b>Parks</b>							
<b>Capital Expenses</b>							
3058-572.62-00	Buildings	40,665	24,564	40,000	40,000	20,000	195,000
3058-572.63-00	Improv Other Than Bldgs	162,007	738,590	180,000	1,732,919	1,677,610	395,000
3058-572.64-01	Automotive Equipment	-	68,747	-	1,980	-	-
3058-572.64-40	Special Equipment	18,402	7,953	35,000	35,000	31,230	81,000
	Total Capital Expenses	221,074	839,854	255,000	1,809,899	1,728,840	671,000
	<b>Total Parks</b>	<b>221,074</b>	<b>839,854</b>	<b>255,000</b>	<b>1,809,899</b>	<b>1,728,840</b>	<b>671,000</b>
<b>Non-Operating Expenses</b>							
3095-581.91-01	To General Fund	\$ -	\$ 100,000	\$ 100,000	\$ 100,000	\$ 100,000	\$ 100,000
3095-581.91-21	To Series 2012 Public Imp	316,080	321,080	319,000	319,000	319,000	319,000
3095-581.91-23	To Loc Governmental	25,030	25,050	25,050	25,050	25,050	25,050
3095-581.91-24	To 08 Public Revenue Note	547,600	548,000	559,170	559,170	559,170	559,170
	Total Non-Operating Expenses	<b>888,710</b>	<b>994,130</b>	<b>1,003,220</b>	<b>1,003,220</b>	<b>1,003,220</b>	<b>1,003,220</b>
<b>Non-Classified</b>							
3099-588.99-02	Reserved For Future Exp	-	-	127,980	525,980	1,048,630	29,700
	Total Non-Classified	-	-	<b>127,980</b>	<b>525,980</b>	<b>1,048,630</b>	<b>29,700</b>
	<b>Total Capital Projects</b>	<b>\$ 2,015,380</b>	<b>\$ 2,182,148</b>	<b>\$ 2,849,000</b>	<b>\$ 4,161,224</b>	<b>\$ 4,457,010</b>	<b>\$ 2,937,320</b>



**DEBT SERVICE**



## DEBT SUMMARY

### ANALYSIS AND SCHEDULES

#### **Overview and Debt Management Policy**

The City of Safety Harbor takes a planned and programmed approach with a view toward funding from capital revenue and from financing where appropriate. The City's code requires general obligation debt not exceed 75 percent of anticipated taxes. Under Florida law, the use of general obligation debt requires approval at referendum due to the implied or expressed pledge of ad valorem taxes. Currently, the City has no general obligation debt.

The State of Florida has no statutory limit on debt obligations. Since the City rarely incurs debt, preferring to fund capital purchases utilizing current revenues or fund balance, the City has not developed its own debt limit policy.

#### **General Government Funds**

As of September 30, 2016, the General Governmental Funds have \$4,558,958 (principal and interest) in outstanding debt from bank loans, which are collateralized by the City's pledge to covenant to budget and appropriate from legally available non ad valorem sources on an annual basis sufficient to make the debt service payment. The City does not pledge ad valorem taxes or specific non ad valorem sources of revenue to secure borrowings.

- On April 25, 2008, the City issued a **\$5,412,000 Capital Improvement Revenue Note, Series 2008**, at a fixed interest rate of 3.3396% with Regions Bank. The note was issued for the acquisition and construction of certain capital improvements, Library Expansion, of the City. Debt service payments are made semi-annually through October 1, 2020. The loan repayment obligations of the City are payable from and secured by a lien upon and a pledge of non-ad valorem funds budgeted and appropriated for purposes of payment.

#### **Enterprise Funds**

As of September 30, 2016, the Enterprise Funds have \$7,070,453 (principal and interest) in outstanding debt, which is secured solely by the revenues from the operations of the water, sewer and sanitation systems.

#### **General Government and Enterprise Funds**

- On June 21, 2006, the City issued a **\$9,000,000 Capital Improvement Revenue Note, Series 2006**, at a variable rate per annum equal to the one month London Interbank Offered Rate ("LIBOR Rate") plus .23 basis points (.023%) with Bank of America. The line of credit was issued to finance various capital improvements as well as capital improvements for the City's stormwater, water and wastewater system and sanitation. The line of credit converted to a fixed rate of 2.860% on April 1, 2009 with debt service payable annually. The note matures on July 1, 2029. Payment of the loan is from a covenant to budget and appropriate non-ad valorem revenues.
- On January 19, 2012, the City issued a **\$4,275,000 Refunding Revenue Bond, Series 2012**, at an average coupon interest rate of 2.34%. Proceeds of the Series 2012 Bond were used to refund \$1,445,000 Florida Municipal Loan Council Revenue Bonds, Series 2001A. The refunding was undertaken to reduce total debt service payments by \$187,786 over the next 10 years. The remaining proceeds of \$2,775,000 of the refunding bond were used to purchase parkland on the waterfront adjacent to the Marina. Debt service payments are made semi-annually through November 1, 2021. Payment of the loan is from a covenant to budget and appropriate non-ad valorem revenues.

CITY OF SAFETY HARBOR  
ADOPTED FY 2017/2018 BUDGET

**FUND 020 - WATER & WASTEWATER FUND - 2012 PUBLIC IMPROVEMENT BOND\***

Acct #	Account Description	Actual		Adopted	Adjusted	Estimated	Adopted
		2014-15	2015-16	Budget	Budget	Year End	Budget
		2014-15	2015-16	2016-17	2016-17	2016-17	2017-18
<b>REVENUE DETAIL</b>							
<b>Miscellaneous Revenue</b>							
4000-381.41-00	Tsfr From W&S Revenue Fund	\$ 27,000	\$ 24,000	\$ 24,000	\$ 24,000	\$ 24,000	\$ -
4000-389.01-00	Balance Carryforward	-	-	218,580	218,580	359,950	221,530
	Total Miscellaneous Revenue	27,000	24,000	242,580	242,580	383,950	221,530
<b>Total Series 2012 and 2001 Debt</b>							
		\$ 27,000	\$ 24,000	\$ 242,580	\$ 242,580	\$ 383,950	\$ 221,530
<b>EXPENDITURE DETAIL</b>							
Acct #	Account Description	Actual		Adopted	Adjusted	Estimated	Adopted
		2014-15	2015-16	Budget	Budget	Year End	Budget
		2014-15	2015-16	2016-17	2016-17	2016-17	2017-18
<b>Debt Service</b>							
4070-582.71-01	Principal Payment	\$ -	\$ -	\$ 145,000	\$ 145,000	\$ 145,000	\$ 145,000
4070-582.72-01	Interest Payment	25,428	22,152	17,420	17,420	17,420	17,420
	Total Debt Service	25,428	22,152	162,420	162,420	162,420	162,420
<b>Non-Classified</b>							
4099-588.99-03	Fund Reserve Designated	-	-	80,160	80,160	221,530	59,110
	Total Non-Classified	-	-	80,160	80,160	221,530	59,110
<b>Total Series 2012 and 2001 Debt</b>							
		\$ 25,428	\$ 22,152	\$ 242,580	\$ 242,580	\$ 383,950	\$ 221,530

CITY OF SAFETY HARBOR  
ADOPTED FY 2017/2018 BUDGET

**FUND 021 - 2012 PUBLIC IMPROVEMENT BOND**

Acct #	Account Description			Adopted	Adjusted	Estimated	Adopted
		Actual	Actual	Budget	Budget	Year End	Budget
		2014-15	2015-16	2016-17	2016-17	2016-17	2017-18
<b>REVENUE DETAIL</b>							
<b>Miscellaneous Revenue</b>							
2500-381.32-00	Tsfr From Capital Project	\$ 316,080	\$ 321,080	\$ 319,000	\$ 319,000	\$ 319,000	\$ 319,000
2500-389.01-00	Balance Carryforward	-	-	71,370	71,370	71,380	72,110
	Total Miscellaneous Revenue	316,080	321,080	390,370	390,370	390,380	391,110
<hr/>							
<b>Total 2012 Public Improvement Bond Revenue</b>		<b>\$ 316,080</b>	<b>\$ 321,080</b>	<b>\$ 390,370</b>	<b>\$ 390,370</b>	<b>\$ 390,380</b>	<b>\$ 391,110</b>
<hr/>							
<b>EXPENDITURE DETAIL</b>							
Acct #	Account Description			Adjusted	Adjusted	Estimated	Adopted
		Actual	Actual	Budget	Budget	Year End	Budget
		2014-15	2015-16	2016-17	2016-17	2016-17	2017-18
<b>Debt Service</b>							
2570-582.71-01	Principal Payment	\$ 265,000	\$ 275,000	\$ 280,000	\$ 280,000	\$ 280,000	\$ 285,000
2570-582.72-01	Interest Payment	51,071	44,753	38,270	38,270	38,270	34,000
	Total Debt Service	316,071	319,753	318,270	318,270	318,270	319,000
<hr/>							
<b>Non-Classified</b>							
2599-588.99-03	Fund Reserve Designated	-	-	72,100	72,100	72,110	72,110
	Total Non-Classified	-	-	72,100	72,100	72,110	72,110
<hr/>							
<b>Total 2012 Public Improvement Bond</b>		<b>\$ 316,071</b>	<b>\$ 319,753</b>	<b>\$ 390,370</b>	<b>\$ 390,370</b>	<b>\$ 390,380</b>	<b>\$ 391,110</b>

**FUND 022 - 2006 CAPITAL IMPROVEMENT REVENUE NOTE**

Acct #	Account Description			Adopted	Adjusted	Estimated	Adopted
		Actual	Actual	Budget	Budget	Year End	Budget
		2014-15	2015-16	2016-17	2016-17	2016-17	2017-18
<b>REVENUE DETAIL</b>							
<b>Miscellaneous Revenue</b>							
2500-381.11-00	Tsfr From Stormwater Fund	\$ 12,870	\$ 21,870	\$ 21,870	\$ 21,870	\$ 21,870	\$ 95,750
2500-381.41-00	Tsfr From Water & Wastewater Fund	53,550	130,110	130,110	130,110	130,110	200,000
2500-389.01-00	Balance Carryforward	-	-	540,460	540,460	925,750	505,950
	Total Miscellaneous Revenue	66,420	151,980	692,440	692,440	1,077,730	801,700
<b>Total 2006 Capital Improvement Revenue Note</b>		<b>\$ 66,420</b>	<b>\$ 151,980</b>	<b>\$ 692,440</b>	<b>\$ 692,440</b>	<b>\$ 1,077,730</b>	<b>\$ 801,700</b>

<b>EXPENDITURE DETAIL</b>							
Acct #	Account Description			Adjusted	Adjusted	Estimated	Adopted
		Actual	Actual	Budget	Budget	Year End	Budget
		2014-15	2015-16	2016-17	2016-17	2016-17	2017-18
<b>Debt Service</b>							
2570-517.71-11	Stormwater Principal	\$ -	\$ -	\$ 65,990	\$ 65,990	\$ 65,990	\$ 65,990
2570-517.71-41	Water & Wastewater Principal	-	-	293,700	293,700	293,700	293,700
2570-517.71-44	Sanitation Principal	-	-	36,610	36,610	36,610	36,610
2570-517.72-11	Stormwater Interest	32,355	30,562	29,220	29,220	29,220	29,220
2570-517.72-41	Water & Wastewater Interest	144,182	136,218	130,050	130,050	130,050	130,050
2570-517.72-44	Sanitation Interest	17,972	16,974	16,210	16,210	16,210	16,210
	Total Debt Service	194,509	183,754	571,780	571,780	571,780	571,780
<b>Non-Classified</b>							
4099-588.99-03	Fund Reserve Designated	-	-	120,660	120,660	505,950	229,920
	Total Non-Classified	-	-	120,660	120,660	505,950	229,920
<b>Total 2006 Capital Improvement Revenue Note</b>		<b>\$ 194,509</b>	<b>\$ 183,754</b>	<b>\$ 692,440</b>	<b>\$ 692,440</b>	<b>\$ 1,077,730</b>	<b>\$ 801,700</b>



CITY OF SAFETY HARBOR  
ADOPTED FY 2017/2018 BUDGET

**FUND 023 - 2006 CAPITAL IMPROVEMENT REVENUE NOTE**

Acct #	Account Description			Adopted	Adjusted	Estimated	Adopted
		Actual	Actual	Budget	Budget	Year End	Budget
		2014-15	2015-16	2016-17	2016-17	2016-17	2017-18
<b>REVENUE DETAIL</b>							
<b>Miscellaneous Revenue</b>							
2500-381.32-00	Tsfr From Capital Project	\$ 25,030	\$ 25,050	\$ 25,050	\$ 25,050	\$ 25,050	\$ 25,050
2500-389.01-00	Balance Carryforward	-	-	26,800	26,800	26,760	26,830
	Total Miscellaneous Revenue	25,030	25,050	51,850	51,850	51,810	51,880
<b>Total 2006 Capital Improvement Revenue Note</b>							
		\$ 25,030	\$ 25,050	\$ 51,850	\$ 51,850	\$ 51,810	\$ 51,880

<b>EXPENDITURE DETAIL</b>							
Acct #	Account Description			Adjusted	Adjusted	Estimated	Adopted
		Actual	Actual	Budget	Budget	Year End	Budget
		2014-15	2015-16	2016-17	2016-17	2016-17	2017-18
<b>Debt Service</b>							
2570-517.71-01	Governmental	\$ 16,400	\$ 16,860	\$ 17,310	\$ 17,310	\$ 17,310	\$ 17,310
2570-517.72-01	Interest	8,630	8,161	7,670	7,670	7,670	7,670
	Total Debt Service	25,030	25,021	24,980	24,980	24,980	24,980
<b>Non-Classified</b>							
2599-588.99-03	Fund Reserve Designated	-	-	26,870	26,870	26,830	26,900
	Total Non-Classified	-	-	26,870	26,870	26,830	26,900
<b>Total 2006 Capital Improvement Revenue Note</b>							
		\$ 25,030	\$ 25,021	\$ 51,850	\$ 51,850	\$ 51,810	\$ 51,880

**FUND 024 - 2008 CAPITAL IMPROVEMENT REVENUE NOTE**

Acct #	Account Description			Adopted	Adjusted	Estimated	Adopted
		Actual	Actual	Budget	Budget	Year End	Budget
		2014-15	2015-16	2016-17	2016-17	2016-17	2017-18
<b>REVENUE DETAIL</b>							
<b>Miscellaneous Revenue</b>							
2500-381.32-00	Tsfr From Capital Project	\$ 547,600	\$ 548,000	\$ 559,170	\$ 559,170	\$ 559,170	\$ 559,170
2500-389.01-00	Balance Carryforward	-	-	41,380	41,380	41,390	51,390
	Total Miscellaneous Revenue	547,600	548,000	600,550	600,550	600,560	610,560
<b>Total 2008 Capital Improvement Revenue Note</b>							
		\$ 547,600	\$ 548,000	\$ 600,550	\$ 600,550	\$ 600,560	\$ 610,560

<b>Fund:</b>	<b>Department:</b>	<b>Fund #:</b>
<b>2008 Capital Improvement Revenue Note</b>		<b>024</b>

<b>EXPENDITURE DETAIL</b>							
Acct #	Account Description			Adjusted	Adjusted	Estimated	Adopted
		Actual	Actual	Budget	Budget	Year End	Budget
		2014-15	2015-16	2016-17	2016-17	2016-17	2017-18
<b>Debt Service</b>							
2570-582.71-01	Principal Payment	\$ 441,000	\$ 455,000	\$ 471,000	\$ 471,000	\$ 471,000	\$ 486,000
2570-582.72-01	Interest Payment	108,084	76,731	78,170	78,170	78,170	63,170
	Total Debt Service	549,084	531,731	549,170	549,170	549,170	549,170
<b>Non-Classified</b>							
2599-588.99-03	Fund Reserve Designated	-	-	51,380	51,380	51,390	61,390
	Total Non-Classified	-	-	51,380	51,380	51,390	61,390
<b>Total 2008 Capital Improvement Revenue Note</b>							
		\$ 549,084	\$ 531,731	\$ 600,550	\$ 600,550	\$ 600,560	\$ 610,560

## Summary of Bonds Outstanding

	Governmental Activities				Business - Type Activities				
	Library Expansion	Capital Improvements	Land Purchase	Total	Stormwater Capital Improvements	Water & Sewer Capital Improvements	Solid Waste Capital Improvements	Refunding Water & Sewer Capital Improvements	Total
Issue Date	2008	2006	2012		2006	2006	2006	2012	
Retirement Date	2020	2029	2022		2029	2029	2029	2022	
Debt at Issuance	\$ 5,412,000	\$ 385,198	\$ 2,775,000	\$ 8,572,198	\$ 1,425,296	\$ 6,393,426	\$ 796,080	\$ 1,500,000	\$ 10,114,802
Outstanding Principal	\$ 2,045,000	\$ 250,977	\$ 1,497,132	\$ 3,793,109	\$ 955,390	\$ 4,253,432	\$ 530,106	\$ 787,868	\$ 6,526,796
Interest Rate	3.340%	2.860%	2.340%		2.860%	2.860%	2.860%	2.340%	
<u>Annual Debt Service</u>									
2018	546,179	25,021	316,648	887,848	95,102	423,798	52,819	166,731	738,450
2019	546,665	25,021	314,921	886,607	95,102	423,798	52,819	168,163	739,882
2020	545,600	25,021	318,018	888,639	95,102	423,798	52,819	169,477	741,196
Thereafter	545,964	225,031	634,625	1,405,620	856,621	3,813,709	475,303	332,663	5,478,296
	<u>\$ 2,184,408</u>	<u>\$ 300,094</u>	<u>\$ 1,584,212</u>	<u>\$ 4,068,714</u>	<u>\$ 1,141,927</u>	<u>\$ 5,085,103</u>	<u>\$ 633,760</u>	<u>\$ 837,034</u>	<u>\$ 7,697,824</u>
	A	B	C		B	B	B	C	
				PRINCIPAL	INTEREST	TOTAL			
A = 2008 REVENUE NOTE				\$ 2,045,000	\$ 139,408	\$ 2,184,408			
B = 2006 CAP IMPR REV NOTE				\$ 5,989,905	\$ 1,170,979	\$ 7,160,884			
C = 2012 REFUNDING BOND				\$ 2,285,000	\$ 136,246	\$ 2,421,246			
				\$ 10,319,905	\$ 1,446,633	\$ 11,766,538			

CITY OF SAFETY HARBOR  
ADOPTED FY 2017/2018 BUDGET

City of Safety Harbor

\$9,000,000

**Capital Improvement Revenue Note, Series 2006**

Purpose: Capital Improvements

Fixed Interest Rate = 2.860%

Payment Date	Outstanding Principal	Principal Payment	Interest Payment	Annual Debt Service
7/1/2018	5,989,782	425,429	171,311	596,740
7/1/2019	5,564,353	437,596	159,144	596,740
7/1/2020	5,126,757	450,112	146,628	596,740
7/1/2021	4,676,645	462,985	133,756	596,741
7/1/2022	4,213,660	476,226	120,514	596,740
7/1/2023	3,737,434	489,846	106,894	596,740
7/1/2024	3,247,588	503,856	92,884	596,740
7/1/2025	2,743,732	518,266	78,474	596,740
7/1/2026	2,225,466	533,089	63,652	596,741
7/1/2027	1,692,377	548,334	48,406	596,740
7/1/2028	1,144,043	564,017	32,723	596,740
7/1/2029	580,026	580,149	16,593	596,742
		<u>\$ 5,989,905</u>	<u>\$ 1,170,979</u>	<u>\$ 7,160,884</u>

**Capital Improvement Revenue Note, Series 2008**

Purpose: Library Expansion

Fixed Interest Rate = 3.3396%

<u>Payment Date</u>	<u>Outstanding Principal</u>	<u>Principal Payment</u>	<u>Interest Payment</u>	<u>Annual Debt Service</u>
10/1/2017	2,045,000	486,000	34,147	546,179
4/1/2018	-	-	26,032	
10/1/2018	1,559,000	503,000	26,032	546,665
4/1/2019	-	-	17,633	
10/1/2019	1,056,000	519,000	17,633	545,600
4/1/2020	-	-	8,967	
10/1/2020	537,000	537,000	8,964	545,964
		<u>\$ 2,045,000</u>	<u>\$ 139,408</u>	<u>\$ 2,184,408</u>

CITY OF SAFETY HARBOR  
ADOPTED FY 2017/2018 BUDGET

City of Safety Harbor

\$4,275,000

**Revenue Refunding Bond, Series 2012**

Purpose: Refunding and Land Purchase

Fixed Interest Rate = 2.340%

<u>Date</u>	<u>Outstanding Principal</u>	<u>Principal Payment</u>	<u>Interest Payment</u>	<u>Total Payment</u>
11/1/2017	2,285,000	435,000	26,734	461,734
5/1/2018	-	-	21,645	21,645
11/1/2018	1,850,000	445,000	21,645	466,645
5/1/2019	-	-	16,439	16,439
11/1/2019	1,405,000	460,000	16,438	476,438
5/1/2020	-	-	11,057	11,057
11/1/2020	945,000	465,000	11,056	476,056
5/1/2021	-	-	5,616	5,616
11/1/2021	480,000	480,000	5,616	485,616
		<u>\$ 2,285,000</u>	<u>\$ 136,246</u>	<u>\$ 2,421,246</u>



## SPECIAL REVENUE FUNDS





CITY OF SAFETY HARBOR  
ADOPTED FY 2017/2018 BUDGET

**FUND 012 - PUBLIC SAFETY**

Acct #	Account Description	Actual	Actual	Adopted	Adjusted	Estimated	Adopted
		2014-15	2015-16	Budget	Budget	Year End	Budget
		2014-15	2015-16	2016-17	2016-17	2016-17	2017-18
<b>REVENUE DETAIL</b>							
<b>Permits, Fees &amp; Special Assessments</b>							
2000-324.01-10	Residential	\$ 4,200	\$ 10,150	\$ 8,000	\$ 20,000	\$ 20,000	\$ 21,000
2000-324.01-20	Commercial	475	667	760	760	900	950
	Total Permits, Fees & Special Assessments	4,675	10,817	8,760	20,760	20,900	21,950
<b>Miscellaneous Revenue</b>							
2000-361.01-00	Investments	198	347	250	250	390	390
2000-361.50-00	Market Value Adj	47	35	-	-	-	-
	Total Miscellaneous Revenue	245	382	250	250	390	390
<b>Miscellaneous Revenue</b>							
2000-389.01-00	Balance Carryforward	-	-	22,900	22,900	25,470	46,760
	Total Miscellaneous Revenue	-	-	22,900	22,900	25,470	46,760
	<b>Total Public Safety Revenue</b>	<b>\$ 4,920</b>	<b>\$ 11,199</b>	<b>\$ 31,910</b>	<b>\$ 43,910</b>	<b>\$ 46,760</b>	<b>\$ 69,100</b>
<b>EXPENDITURE DETAIL</b>							
<b>Operating Expenses</b>							
2022-522.51-11	Non-Capital Office Equip	\$ 859	\$ -	\$ -	\$ -	\$ -	\$ -
	Total Operating Expenses	859	-	-	-	-	-
<b>Capital Expenses</b>							
2022-522.64-40	Special Equipment	-	-	-	42,000	-	-
	Total Capital Expenses	-	-	-	42,000	-	-
<b>Non-Expendable Disbursement</b>							
2099-588.99-01	Fund Reserves	-	-	31,910	1,910	46,760	69,100
	Total Non-Expendable Disbursement	-	-	31,910	1,910	46,760	69,100
	<b>Total Public Safety</b>	<b>\$ 859</b>	<b>\$ -</b>	<b>\$ 31,910</b>	<b>\$ 43,910</b>	<b>\$ 46,760</b>	<b>\$ 69,100</b>

CITY OF SAFETY HARBOR  
ADOPTED FY 2017/2018 BUDGET

**FUND 014 - STREET IMPROVEMENT**

Acct #	Account Description	Actual 2014-15	Actual 2015-16	Adopted Budget 2016-17	Adjusted Budget 2016-17	Estimated Year End 2016-17	Adopted Budget 2017-18
<b>REVENUE DETAIL</b>							
<b>Intergovernmental Revenue</b>							
2000-338.01-00	Local Option Gas Tax	\$ 240,300	\$ 247,311	\$ 249,600	\$ 249,600	\$ 249,800	\$ 254,300
	Total Intergovernmental Revenue	240,300	247,311	249,600	249,600	249,800	254,300
<b>Miscellaneous Revenue</b>							
2000-361.01-00	Investments	10,568	8,998	11,040	11,040	7,030	7,030
2000-361.50-00	Market Value Adj	2,677	658	-	-	-	-
	Total Miscellaneous Revenue	13,245	9,656	11,040	11,040	7,030	7,030
<b>Miscellaneous Revenue</b>							
2000-381.01-00	Tsfr From General Fund	-	-	20,000	69,108	69,110	200,000
2000-389.01-00	Balance Carryforward	-	-	86,340	175,875	206,530	73,670
	Total Miscellaneous Revenue	-	-	106,340	244,983	275,640	273,670
<b>Total Street Improvement Revenue</b>		<b>\$ 253,545</b>	<b>\$ 256,967</b>	<b>\$ 366,980</b>	<b>\$ 505,623</b>	<b>\$ 532,470</b>	<b>\$ 535,000</b>
<b>EXPENDITURE DETAIL</b>							
<b>Operating Expenses</b>							
2031-541.34-70	Street Resurfacing	\$ 332,531	\$ 9,275	\$ -	\$ 56,640	\$ 35,470	\$ -
2031-541.49-30	Other Current Charges	18,985	123,174	22,160	22,160	22,160	20,330
2031-541.52-90	Special Supplies	14,223	6,284	12,000	12,000	12,000	12,000
	Total Operating Expenses	365,739	138,733	34,160	90,800	69,630	32,330
<b>Capital Expenses</b>							
2031-541.63-00	Impr Other Than Buildings	32,608	458,214	312,420	394,423	389,170	500,000
	Total Capital Expenses	32,608	458,214	312,420	394,423	389,170	500,000
<b>Total Street Improvement</b>		<b>398,347</b>	<b>596,947</b>	<b>346,580</b>	<b>485,223</b>	<b>458,800</b>	<b>532,330</b>
<b>Non-Expendable Disbursement</b>							
2099-588.99-01	Fund Reserves	-	-	20,400	20,400	73,670	2,670
	Total Non-Expendable Disbursement	-	-	20,400	20,400	73,670	2,670
<b>Total Street Improvement Fund</b>		<b>\$ 398,347</b>	<b>\$ 596,947</b>	<b>\$ 366,980</b>	<b>\$ 505,623</b>	<b>\$ 532,470</b>	<b>\$ 535,000</b>

## Leisure Services Department Marina Division



The Marina Division (a subsidiary of Recreation) is responsible for administrating, supervising, operating and maintaining the marina boat basin wet slips. In addition to these responsibilities, the division oversees transient dockage, basin capital improvement projects and emergency preparedness/operations.

### **Current and Prior Year Accomplishments**

The Marina Division continues to be a popular amenity of the community with 100+ boat owners on the wet slip waiting list. Visitors flock to this landmark to take in a sunset or catch the Manatees playing near the Pier. Strong partnerships continue with the Safety Harbor Boat Club, Florida Fish & Wildlife Commission and Pinellas County Blue Ways to increase awareness of boat safety. The basin maintenance dredging was completed, along with resealing the docks & boardwalks. The Safety Harbor Marina continues to possess a Clean Marina certification with the Department of Environmental Protection.

### **Fiscal Year 2018 Goals**

The Division will continue to provide high quality events that attract residents & visitors to the waterfront and business in the downtown district. FY 2017/2018 planned capital projects include: permitting for channel dredging, and continued development of the adjacent Waterfront Park.

### **Long-Term Vision and Future Financial Impact**

The Marina Division's long term mission is to continue to provide the highest level of service for the community's interests while staying on the forefront of innovativeness, trends, technology and creativity.



**MARINA BOAT BASIN PERFORMANCE INDICATORS**

**FUND: 015 DEPARTMENT: 2057**

	<b>Actual 2014-15</b>	<b>Actual 2015-16</b>	<b>Estimated 2016-17</b>	<b>Adopted 2017-18</b>
<b>Jurisdiction Data</b>				
Population	17,234	17,423	17,606	17,700
Square Miles	5.42	5.42	5.42	5.42
Total # of Full Time Equivalent Employees	176.31	180.60	180.71	180.71
<b>Departmental Inputs</b>				
Total Personnel Services & Operating Expenses	\$ 14,722	\$ 24,296	\$ 14,900	\$ 17,410
Total # of Full Time Equivalent Employees	0.10	0.10	0.10	0.10
Total Marina Slip Revenue	\$ 46,166	\$ 39,553	\$ 50,000	\$ 56,000
<b>Outputs</b>				
44 Slip Capacity	44	44	44	44
<b>Efficiency</b>				
Average Cost per Marina Slip Rental	\$ 334.59	\$ 552.18	\$ 338.64	\$ 395.68
O&M Cost per Capita	\$ 0.85	\$ 1.39	\$ 0.85	\$ 0.98
<b>Effectiveness</b>				
% of Marina Program Cost Recovery	313.59%	162.80%	335.57%	321.65%

CITY OF SAFETY HARBOR  
ADOPTED FY 2017/2018 BUDGET

**FUND 015 - MARINA BOAT BASIN**

Acct #	Account Description			Adopted	Adjusted	Estimated	Adopted
		Actual	Actual	Budget	Budget	Year End	Budget
		2014-15	2015-16	2016-17	2016-17	2016-17	2017-18
<b>REVENUE DETAIL</b>							
<b>Charges For Services</b>							
2000-347.05-92	Rent - Marina Slips	\$ 46,166	\$ 39,435	\$ 45,600	\$ 45,600	\$ 50,000	\$ 56,000
	Total Charges For Services	46,166	39,435	45,600	45,600	50,000	56,000
<b>Miscellaneous Revenue</b>							
2000-361.01-00	Investments	5,005	3,664	5,860	5,860	4,080	4,080
2000-361.50-00	Market Value Adj	1,229	74	-	-	-	-
	Total Miscellaneous Revenue	6,234	3,738	5,860	5,860	4,080	4,080
<b>Miscellaneous Revenue</b>							
2000-389.01-00	Balance Carryforward	-	-	115,410	123,949	136,820	146,010
	Total Miscellaneous Revenue	-	-	115,410	123,949	136,820	146,010
<b>Total Marina Boat Basin Revenue</b>							
		\$ 52,400	\$ 43,173	\$ 166,870	\$ 175,409	\$ 190,900	\$ 206,090

CITY OF SAFETY HARBOR  
ADOPTED FY 2017/2018 BUDGET

<b>Fund:</b>	<b>Department:</b>	<b>Fund #:</b>
<b>Marina Boat Basin</b>	<b>Marina</b>	<b>015</b>

**EXPENDITURE DETAIL**

Acct #	Account Description	Actual		Adopted		Adjusted		Adopted	
		2014-15	2015-16	Budget	2016-17	Budget	2016-17	Estimated	Budget
		2014-15	2015-16	2016-17	2016-17	2016-17	2016-17	2016-17	2017-18
<b>Personnel Services</b>									
2057-575.12-01	Salaries & Wages	\$ 7,723	\$ 8,953	\$ 3,220	\$ 3,220	\$ 3,220	\$ 3,220	\$ 3,220	\$ 3,310
	Salaries & Wages Sub-Total	7,723	8,953	3,220	3,220	3,220	3,220	3,220	3,310
2057-575.21-00	Fica Taxes	568	657	250	250	250	250	250	260
2057-575.22-00	Retirement	1,283	1,928	260	260	260	260	260	270
2057-575.23-00	Life & Health Insurance	1,456	1,719	220	220	220	220	220	220
	Benefits Sub-Total	3,307	4,304	730	730	730	730	730	750
	Total Personnel Services	11,030	13,257	3,950	3,950	3,950	3,950	3,950	4,060
<b>Operating Expenses</b>									
2057-575.43-00	Utility Services	3,692	3,474	3,900	3,900	3,700	3,700	3,700	4,100
2057-575.46-01	Building & Grounds Maint	-	5,608	3,700	3,700	4,000	4,000	4,000	5,500
2057-575.49-30	Other Current Charges	-	-	-	-	-	-	-	500
2057-575.52-40	Builders Supplies	-	1,957	2,250	2,250	2,250	2,250	2,250	2,250
2057-575.52-51	Builders Supplies	-	-	1,000	1,000	1,000	1,000	1,000	1,000
	Total Operating Expenses	3,692	11,039	10,850	10,850	10,950	10,950	10,950	13,350
<b>Capital Expenses</b>									
2057-575.63-00	Imprv Other Than Bldgs	22,988	134,097	-	8,539	-	-	-	-
	Total Capital Expenses	22,988	134,097	-	8,539	-	-	-	-
<b>Indirect Allocations</b>									
2057-575.94-34	Bldg Maint Reimb	21,250	27,520	29,990	29,990	29,990	29,990	29,990	27,520
	Total Indirect Allocations	21,250	27,520	29,990	29,990	29,990	29,990	29,990	27,520
	<b>Total Marina Boat Basin</b>	<b>\$ 58,960</b>	<b>\$ 185,913</b>	<b>\$ 44,790</b>	<b>\$ 53,329</b>	<b>\$ 44,890</b>	<b>\$ 44,890</b>	<b>\$ 44,890</b>	<b>\$ 44,930</b>

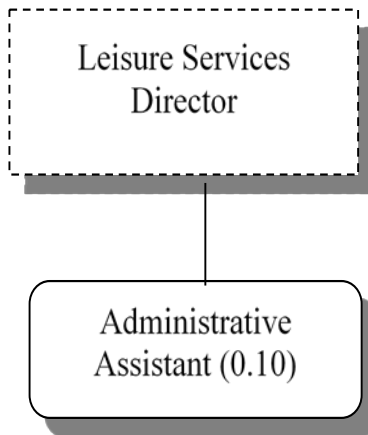
**EXPENDITURE DETAIL**

Acct #	Account Description	Actual		Adopted		Adjusted		Adopted	
		2014-15	2015-16	Budget	2016-17	Budget	2016-17	Estimated	Budget
		2014-15	2015-16	2016-17	2016-17	2016-17	2016-17	2016-17	2017-18
<b>Non-Classified</b>									
2099-588.99-01	Fund Reserve	\$ -	\$ -	\$ 122,080	\$ 122,080	\$ 146,010	\$ 146,010	\$ 146,010	\$ 161,160
	Total Non-Classified	-	-	122,080	122,080	146,010	146,010	146,010	161,160
	<b>Total Marina Boat Basin</b>	<b>\$ 58,960</b>	<b>\$ 185,913</b>	<b>\$ 166,870</b>	<b>\$ 175,409</b>	<b>\$ 190,900</b>	<b>\$ 190,900</b>	<b>\$ 190,900</b>	<b>\$ 206,090</b>

**FUNDING SOURCE**

Program Expenditure Budget	\$ 14,722	\$ 24,296	\$ 14,800	\$ 14,800	\$ 14,900	\$ 17,410
Less Revenues Generated:						
347 Culture & Recreation	46,166	39,435	45,600	45,600	50,000	56,000
Net Unsupported/(Supported) Budget	<b>\$ (31,444)</b>	<b>\$ (15,139)</b>	<b>\$ (30,800)</b>	<b>\$ (30,800)</b>	<b>\$ (35,100)</b>	<b>\$ (38,590)</b>
% Of Budget Supported By Program	313.6%	162.3%	308.1%	308.1%	335.6%	321.7%

**Organizational Chart**  
**MARINA BOAT BASIN**



JOB CLASS / TITLE	PAY GRADE	ADOPTED FY 15/16	ADOPTED FY 16/17	ADOPTED FY 17/18
Administrative Assistance	119	0.10	0.10	0.10
<b>Total Division</b>		<b>0.10</b>	<b>0.10</b>	<b>0.10</b>





## COMMUNITY REDEVELOPMENT AGENCY

In 1992, the City of Safety Harbor established a Community Redevelopment Agency (CRA) to guide the implementation of the Safety Harbor Downtown Master Plan. Since its creation, the CRA has been successful in improving the physical and economic conditions of the district through strategic investments in public facilities and infrastructure and by providing matching grants to encourage the redevelopment, rehabilitation, and reuse of vacant and underutilized buildings. The CRA uses Tax Increment Financing (TIF) as its primary method of funding community redevelopment projects and initiatives. The CRA is scheduled to end in 2022.

### **Current and Prior Year Accomplishments**

Implementation of the Downtown Master Plan is motivated by the City's desire to achieve its vision of becoming a vibrant destination city with a unique quality of life – a City is successful in balancing responsible, innovative growth with careful preservation of its small town atmosphere, its quaint character, and its valued treasures. According to the Citizen Survey performed in tandem with the visioning process, the majority of residents feel that the City, in addition to ensuring public safety and protecting the environment, should concentrate its redevelopment efforts on: (1) addressing traffic safety and parking issues; (2) bringing in more dining and retail stores Downtown, (3) encouraging compatible economic development and diversification of the tax base; and (4) addressing the availability of affordable housing.

#### *Community Parkland*

- FY 16-17: The Waterfront Park boardwalk was completed, including an invasive species removal and replanting project. The Community Center fitness room project design phase began.

#### *Arts, Preservation, Culture and Environment*

- FY 16-17: The CRA funded the following public art projects: eight (8) additional historical markers educating residents & visitors on the city's heritage, the City Hall mosaic piece, three (3) additional art walls at Mullet Creek Park, all-encompassing mural on Parks & Building Maintenance building, and installation of Rainy Day Sidewalk Poetry along Main Street.

#### *Economic Development*

- FY 16/17: The City's Community Redevelopment Agency approved \$66,532.14 in downtown partnership grants in two cycles. Residential grants were approved for Jeanne Creech, Christopher Fitzpatrick, Michaela Flanagan, Shawn Goble, Kiaralinda, and Peter Tanner. Commercial grants were approved for Cello's Charhouse with SHAMc, Chelsie Lamie, Harbor Oaks Office Park, Stuffed Mushroom, Russell Management, Cheryl Callahan, Clear Vue Inc., Barber Shop (410 Main St), Gigglewaters, Paradise Restaurant, and the Sausage House.

#### *Streetscape/Transportation*

- FY 15/16: The Mullet Creek Bridge project was completed. The Museum parking project is in design. Scoping and design for the underground electrical and irrigation systems under Main Street was completed. The City was approved for funding for replacement of the pedestrian bridge on the south side of Philippe Park from the BP settlement, in coordination with Pinellas County.

### **Fiscal Year 2017-18 Goals**

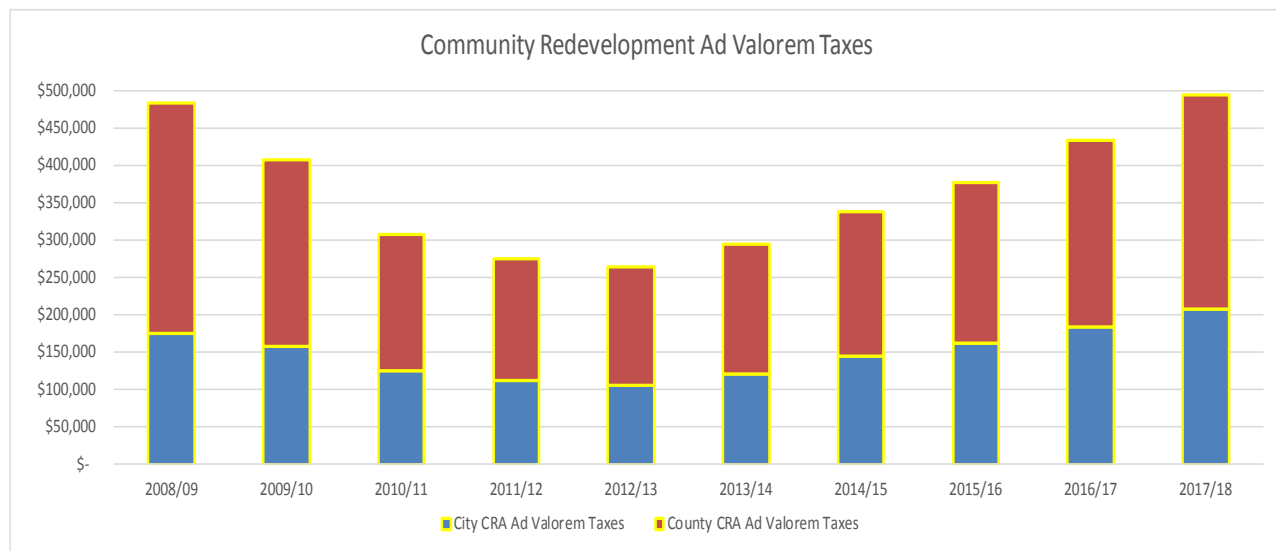
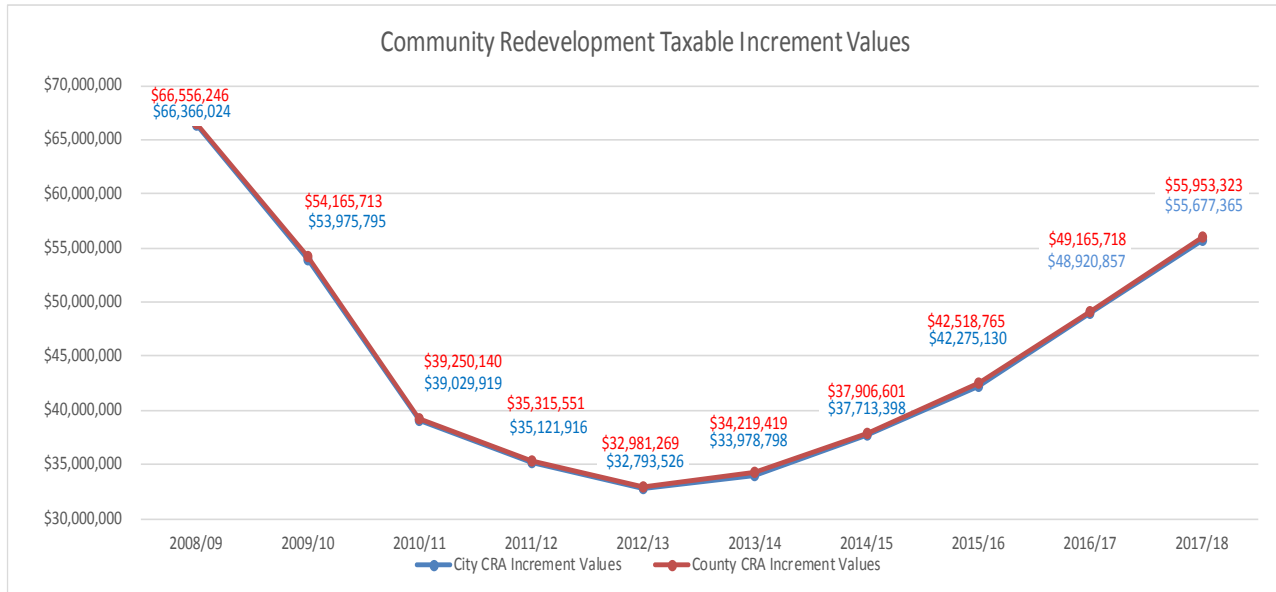
Goals for FY 2017-2018 include finalizing the design of the next phase of Waterfront Park, expanding the Museum parking lot, and constructing the Community Center Fitness Room. The Downtown Partnership Grant Program and Public Art program will continue. In addition, the CRA will coordinate with private sector representatives regarding infill and redevelopment projects that are compatible with the Downtown Master Plan.

### **Long-Term Vision and Future Financial Impact**

The long term vision for the CRA is to continue promoting and supporting community and economic development through the Downtown Partnership Program. The development of the waterfront park property into a successful community and regional destination attraction will be a major focus in the upcoming years.

CITY OF SAFETY HARBOR  
ADOPTED FY 2017/2018 BUDGET

COMMUNITY REDEVELOPMENT AGENCY  
CITY AND COUNTY TAXABLE VALUATIONS AND AD VALOREM TAXES



Fiscal Year	City					County					Total CRA Tax @ 95%
	<u>Taxable Value</u>	<u>Base Year Value</u>	<u>Increment Value</u>	<u>Millage Rate</u>	<u>Tax @ 95%</u>	<u>Taxable Value</u>	<u>Base Year Value</u>	<u>Increment Value</u>	<u>Millage Rate</u>	<u>Tax @ 95%</u>	
2008/09	\$98,310,104	\$31,944,080	\$66,366,024	2.7830	\$175,462	\$98,500,326	\$31,944,080	\$66,556,246	4.8730	\$308,112	\$483,574
2009/10	\$85,919,875	\$31,944,080	\$53,975,795	3.0674	\$157,287	\$86,109,793	\$31,944,080	\$54,165,713	4.8730	\$250,752	\$408,039
2010/11	\$70,973,999	\$31,944,080	\$39,029,919	3.3808	\$125,355	\$71,194,220	\$31,944,080	\$39,250,140	4.8730	\$181,703	\$307,057
2011/12	\$67,065,996	\$31,944,080	\$35,121,916	3.3808	\$112,803	\$67,259,631	\$31,944,080	\$35,315,551	4.8730	\$163,488	\$276,291
2012/13	\$64,737,606	\$31,944,080	\$32,793,526	3.3808	\$105,325	\$64,925,349	\$31,944,080	\$32,981,269	5.0727	\$158,939	\$264,264
2013/14	\$65,922,878	\$31,944,080	\$33,978,798	3.7343	\$120,543	\$66,163,499	\$31,944,080	\$34,219,419	5.3377	\$173,520	\$294,063
2014/15	\$69,657,478	\$31,944,080	\$37,713,398	4.0479	\$145,027	\$69,850,681	\$31,944,080	\$37,906,601	5.3377	\$192,217	\$337,244
2015/16	\$74,219,210	\$31,944,080	\$42,275,130	4.0479	\$162,569	\$74,462,845	\$31,944,080	\$42,518,765	5.3377	\$215,605	\$378,172
2016/17	\$80,864,937	\$31,944,080	\$48,920,857	3.9500	\$183,576	\$81,109,798	\$31,944,080	\$49,165,718	5.3377	\$249,310	\$432,884
2017/18	\$87,621,445	\$31,944,080	\$55,677,365	3.9500	\$208,929	\$87,897,403	\$31,944,080	\$55,953,323	5.3590	\$284,861	\$493,790

CITY OF SAFETY HARBOR  
ADOPTED FY 2017/2018 BUDGET

COMMUNITY REDEVELOPMENT AGENCY  
PROPOSED REVENUES AND EXPENDITURES

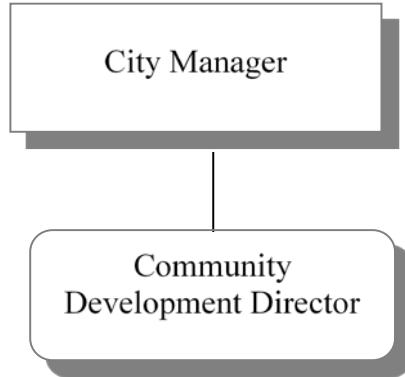
Expenditures	Project	Adopted Revenues	Adopted Expenditures
<b>Revenues</b>			
Ad valorem taxes - City of Safety Harbor		208,930	
Ad valorem taxes - Pinellas County		284,860	
Interest and investment income		9,570	
Balance Carryforward		130,140	
<b>Expenditures</b>			
<b>Personal Services</b>			<b>43,370</b>
Banners	CRBANN		2,000
Brochures	BROCH		600
District fees	CRFEES		920
C/R façade and partnership incentives	CRGRNT		75,000
Economic Development	CRECDV		100,000
Decorative lighting	CRLITE		18,000
Directional signage	CRSIGN		15,000
Streetscaping	CRSTSC		28,000
Trees	CRTREE		2,500
Sidewalks	CRSWRR		25,000
Public Art Committee	CRAART		30,000
CSX land lease	CRCSXL		440
Downtown Parking Lease	CRPKLS		10,000
<b>Total Other Current Charges</b>			<b>307,460</b>
Oak tree lightning protection system	CRTREE		7,000
Baranoff oak tree support system	CRTREE		13,000
Artificial holiday tree	CRHOLT		10,000
Veterans Memorial Improvements	PKI026		82,000
<b>Total Improvements Other Than Buildings</b>			<b>112,000</b>
<b>Transfer Out to General Fund</b>			157,000
<b>Subtotal CRA Expenditures</b>			619,830
<b>Budgeted fund reserve</b>			13,670
<b>Total</b>		<b>\$ 633,500</b>	<b>\$ 633,500</b>

**FUND 067 - COMMUNITY REDEVELOPMENT AGENCY**

Acct #	Account Description	Actual 2014-15	Actual 2015-16	Adopted Budget 2016-17	Adjusted Budget 2016-17	Estimated Year End 2016-17	Adopted Budget 2017-18
<b>REVENUE DETAIL</b>							
<b>Ad Valorem Taxes</b>							
6500-311.01-00	Ad Valorem	\$ 337,244	\$ 378,174	\$ 432,890	\$ 432,890	\$ 432,890	\$ 493,790
	Total Ad Valorem Taxes	337,244	378,174	432,890	432,890	432,890	493,790
<b>Miscellaneous Revenue</b>							
6500-361.01-00	Investments	7,653	10,290	7,870	7,870	9,570	9,570
6500-361.50-00	Market Value Adj	1,870	852	-	-	-	-
6500-369.09-00	Miscellaneous Revenue	10,000	5,000	-	-	-	-
	Total Miscellaneous Revenue	19,523	16,142	7,870	7,870	9,570	9,570
6500-389.01-00	Balance Carryforward	-	-	211,240	598,877	604,010	130,140
<b>Total Community Redevelopment Agency</b>		<b>\$ 356,767</b>	<b>\$ 394,316</b>	<b>\$ 652,000</b>	<b>\$ 1,039,637</b>	<b>\$ 1,046,470</b>	<b>\$ 633,500</b>
<b>EXPENDITURE DETAIL</b>							
<b>Personnel Services</b>							
6517-515.12-01	Salaries & Wages	\$ 4,860	\$ 4,947	\$ 32,300	\$ 32,300	\$ 32,300	\$ 33,080
	Salaries & Wages Sub-Total	4,860	4,947	32,300	32,300	32,300	33,080
6517-515.21-00	Fica Taxes	2,202	2,254	2,480	2,480	2,480	2,540
6517-515.22-00	Retirement	2,805	3,040	3,220	3,220	3,220	3,300
6517-515.23-00	Life & Health Insurance	3,078	3,836	4,230	4,230	4,170	4,450
	Benefits Sub-Total	8,085	9,130	9,930	9,930	9,870	10,290
	Total Personnel Services	12,945	14,077	42,230	42,230	42,170	43,370
<b>Operating Expenses</b>							
6517-515.49-30	Other Current Charges	63,629	99,249	161,210	201,819	167,470	307,460
	Total Operating Expenses	63,629	99,249	161,210	201,819	167,470	307,460
<b>Capital Expenses</b>							
6517-515.63-00	Improv Other Than Bldgs	39,202	28,364	269,500	610,026	549,690	112,000
	Total Capital Expenses	39,202	28,364	269,500	610,026	549,690	112,000
<b>Non-Expendable Disbursement</b>							
6595-581.91-01	Trf To General Fund	-	157,000	157,000	157,000	157,000	157,000
6595-581.91-32	Trf To Capital Projects Fund	44,860	-	-	-	-	-
6599-588.99-02	Reserved For Future Exp	-	-	22,060	28,562	130,140	13,670
	Total Non-Expendable Disbursement	44,860	157,000	179,060	185,562	287,140	170,670
<b>Total Community Redevelopment Agency</b>		<b>\$ 160,636</b>	<b>\$ 298,690</b>	<b>\$ 652,000</b>	<b>\$ 1,039,637</b>	<b>\$ 1,046,470</b>	<b>\$ 633,500</b>

## Organizational Chart

### COMMUNITY REDEVELOPMENT AGENCY



JOB CLASS / TITLE	PAY GRADE	ADOPTED FY 15/16	ADOPTED FY 16/17	ADOPTED FY 17/18
City Manager	CM	0.10	0.10	0.10
Community Development Director	133	0.20	0.20	0.20
<b>Total Division</b>		<b>.30</b>	<b>.30</b>	<b>.30</b>



CITY OF SAFETY HARBOR  
ADOPTED FY 2017/2018 BUDGET

**FUND 017 - CITY TREE BANK**

Acct #	Account Description	Actual 2014-15	Actual 2015-16	Adopted Budget 2016-17	Adjusted Budget 2016-17	Estimated Year End 2016-17	Adopted Budget 2017-18
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**REVENUE DETAIL**

**Charges For Services**

2000-342.06-10	Fee in Lieu of Tree Replacement	\$ 2,340	\$ 5,840	\$ 7,000	\$ 7,000	\$ 9,000	\$ 7,000
	Total Permits, Fees & Special Assessments	2,340	5,840	7,000	7,000	9,000	7,000

**Miscellaneous Revenue**

2000-361.01-00	Investments	-	58	50	50	90	90
2000-361.50-00	Market Value Adj	-	12	-	-	-	-
	Total Miscellaneous Revenue	-	70	50	50	90	90

**Miscellaneous Revenue**

2000-389.01-00	Balance Carryforward	-	-	5,520	8,040	8,000	7,890
	Total Miscellaneous Revenue	-	-	5,520	8,040	8,000	7,890

**Total City Tree Bank Revenue**

<b>\$ 2,340</b>	<b>\$ 5,910</b>	<b>\$ 12,570</b>	<b>\$ 15,090</b>	<b>\$ 17,090</b>	<b>\$ 14,980</b>
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**EXPENDITURE DETAIL**

**Operating Expenses**

2024-524.49-30	Other Current Charges	-	-	9,500	9,500	5,700	-
2024-524.49-31	Tree Purchases / Reforestation	-	251	3,070	5,236	3,500	7,500
2024-524.49-32	Education	-	-	-	354	-	-
	Total Operating Expenses	-	251	12,570	15,090	9,200	7,500

**Non-Expendable Disbursement**

2099-588.99-03	Fund Reserve Designated	-	-	-	-	7,890	7,480
	Total Non-Expendable Disbursement	-	-	-	-	7,890	7,480

**Total City Tree Bank**

<b>\$ -</b>	<b>\$ 251</b>	<b>\$ 12,570</b>	<b>\$ 15,090</b>	<b>\$ 17,090</b>	<b>\$ 14,980</b>
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CITY OF SAFETY HARBOR  
ADOPTED FY 2017/2018 BUDGET

**FUND 061 - LAW ENFORCEMENT FUND**

Acct #	Account Description			Adopted	Adjusted	Estimated	Adopted
		Actual	Actual	Budget	Budget	Year End	Budget
		2014-15	2015-16	2016-17	2016-17	2016-17	2017-18
<b>REVENUE DETAIL</b>							
<b>Intergovernmental Revenue</b>							
6000-335.09-00	Other Grants	\$ -	\$ -	\$ -	\$ 2,273	\$ 2,270	\$ -
	Total Intergovernmental Revenue	-	-	-	2,273	2,270	-
<b>Miscellaneous Revenue</b>							
6000-381.01-00	Tsfr From General Fund	-	-	-	5,226	5,230	-
6000-389.01-00	Balance Carryforward	-	-	-	-	-	-
	Total Miscellaneous Revenue	-	-	-	5,226	5,230	-
	<b>Total Law Enforcement Trust Revenue</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 7,499</b>	<b>\$ 7,500</b>	<b>\$ -</b>
<b>EXPENDITURE DETAIL</b>							
6021-521.64-40	Special Equipment	\$ -	\$ -	\$ -	\$ 7,499	\$ 7,500	\$ -
	Total Capital Expenses	-	-	-	7,499	7,500	-
	<b>Total Law Enforcement Trust Fund</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 7,499</b>	<b>\$ 7,500</b>	<b>\$ -</b>



CITY OF SAFETY HARBOR  
ADOPTED FY 2017/2018 BUDGET

**FUND 062 - STREET LIGHT ASSESSMENT FUND**

Acct #	Account Description	Actual		Adopted	Adjusted	Estimated	Adopted
		2014-15	2015-16	Budget	Budget	Year End	Budget
		2014-15	2015-16	2016-17	2016-17	2016-17	2017-18
<b>REVENUE DETAIL</b>							
<b>Charges For Services</b>							
6000-325.02-00	Street Light Assessment	\$ 247,416	\$ 246,423	\$ 245,770	\$ 245,770	\$ 245,770	\$ 245,770
	Total Charges For Services	247,416	246,423	245,770	245,770	245,770	245,770
<b>Miscellaneous Revenue</b>							
6000-361.01-00	Investments	1,353	1,210	1,340	1,340	1,320	1,320
6000-361.50-00	Market Value Adj	335	71	-	-	-	-
	Total Miscellaneous Revenue	1,688	1,281	1,340	1,340	1,320	1,320
<b>Miscellaneous Revenue</b>							
6000-381.01-00	Tsfr From General Fund	7,650	7,650	7,650	7,650	7,650	7,650
6000-389.01-00	Balance Carryforward	-	-	55,900	55,900	66,470	60,890
	Total Miscellaneous Revenue	7,650	7,650	63,550	63,550	74,120	68,540
<b>Total Street Light Fund Revenue</b>							
		<b>\$ 256,754</b>	<b>\$ 255,354</b>	<b>\$ 310,660</b>	<b>\$ 310,660</b>	<b>\$ 321,210</b>	<b>\$ 315,630</b>
<b>EXPENDITURE DETAIL</b>							
<b>Operating Expenses</b>							
6031-541.43-00	Utility Services	\$ 272,750	\$ 260,020	\$ 275,000	\$ 275,000	\$ 260,320	\$ 270,000
	Total Operating Expenses	272,750	260,020	275,000	275,000	260,320	270,000
<b>Non-Classified</b>							
6099-588.99-03	Fund Reserve Designated	-	-	35,660	35,660	60,890	45,630
	Total Non-Classified	-	-	35,660	35,660	60,890	45,630
<b>Total Street Light Fund</b>							
		<b>\$ 272,750</b>	<b>\$ 260,020</b>	<b>\$ 310,660</b>	<b>\$ 310,660</b>	<b>\$ 321,210</b>	<b>\$ 315,630</b>

CITY OF SAFETY HARBOR  
ADOPTED FY 2017/2018 BUDGET

**FUND 063 - PARKLAND FUND**

Acct #	Account Description	Actual 2014-15	Actual 2015-16	Adopted Budget 2016-17	Adjusted Budget 2016-17	Estimated Year End 2016-17	Adopted Budget 2017-18
<b>REVENUE DETAIL</b>							
<b>Permits, Fees &amp; Special Assessments</b>							
6000-324.06-10	Residential Impact Fees	\$ 4,095	\$ 9,135	\$ 8,000	\$ 8,000	\$ 202,020	\$ 12,600
	Total Permits, Fees & Special Assessments	4,095	9,135	8,000	8,000	202,020	12,600
<b>Intergovernmental Revenue</b>							
6000-335.09-00	Other Grants	-	-	250,000	7,928	-	-
	Total Intergovernmental Revenue	-	-	250,000	7,928	-	-
<b>Miscellaneous Revenue</b>							
6000-361.01-00	Investments	10,718	9,754	13,110	13,110	10,970	10,970
6000-361.50-00	Market Value Adj	2,612	506	-	-	-	-
	Total Miscellaneous Revenue	13,330	10,260	13,110	13,110	10,970	10,970
<b>Miscellaneous Revenue</b>							
6000-366.20-00	Parkland	34,454	-	-	-	-	-
6000-366.21-00	Donation/Private	600,000	755,928	-	105,500	105,500	-
6000-381.01-00	Transfer from General Fund	-	-	-	200,000	200,000	-
6000-389.01-00	Balance Carryforward	-	-	583,700	585,450	432,870	757,640
	Total Miscellaneous Revenue	634,454	755,928	583,700	890,950	738,370	757,640
<b>Total Parkland Fund Revenue</b>		<b>\$ 651,879</b>	<b>\$ 775,323</b>	<b>\$ 854,810</b>	<b>\$ 919,988</b>	<b>\$ 951,360</b>	<b>\$ 781,210</b>
<b>EXPENDITURE DETAIL</b>							
<b>Operating Expenses</b>							
6058-572.46-01	Building & Grounds Maint.	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 20,000
6058-572.49-30	Other Current Charges	12,717	28,493	27,500	30,958	27,500	27,500
	Total Operating Expenses	12,717	28,493	27,500	30,958	27,500	47,500
<b>Capital Expenses</b>							
6058-572.61-00	Land	611,466	755,928	-	-	-	-
6058-572.63-00	Improv Other Than Bldgs	113,754	155,207	550,000	661,720	161,220	485,000
	Total Capital Expenses	725,220	911,135	550,000	661,720	161,220	485,000
<b>Other Expenditures</b>							
6094-584.71-01	Principal Payment (Lease - Elm St)	5,000	5,000	5,000	5,000	5,000	5,000
6095-581.91-01	To General Fund	-	-	-	-	-	200,000
	Total Other Expenditures	5,000	5,000	5,000	5,000	5,000	205,000
<b>Non-Classified</b>							
6099-588.99-03	Fund Reserve Designated	-	-	272,310	222,310	757,640	43,710
	Total Non-Classified	-	-	272,310	222,310	757,640	43,710
<b>Total Parkland Fund</b>		<b>\$ 742,937</b>	<b>\$ 944,628</b>	<b>\$ 854,810</b>	<b>\$ 919,988</b>	<b>\$ 951,360</b>	<b>\$ 781,210</b>

**FUND 064 - TRANSPORTATION IMPACT FEE FUND**

Acct #	Account Description	Actual 2014-15	Actual 2015-16	Adopted Budget 2016-17	Adjusted Budget 2016-17	Estimated Year End 2016-17	Adopted Budget 2017-18
<b>REVENUE DETAIL</b>							
<b>Permits, Fees &amp; Special Assessments</b>							
6000-324.03-10	Residential Impact Fees	\$ 13,966	\$ 13,966	\$ -	\$ -	\$ -	\$ -
6000-324.03-20	Commercial Impact Fees	(13,214)	-	-	-	-	-
	Total Permits, Fees & Special Assessments	752	13,966	-	-	-	-
<b>Miscellaneous Revenue</b>							
6000-361.01-00	Investments	6,960	8,522	7,570	7,570	9,130	9,130
6000-361.50-00	Market Value Adj	1,753	643	-	-	-	-
	Total Miscellaneous Revenue	8,713	9,165	7,570	7,570	9,130	9,130
<b>Miscellaneous Revenue</b>							
6000-381.11-00	Tsfr From Stormwater	120,800	-	-	-	-	-
6000-389.01-00	Balance Carryforward	-	-	531,860	531,860	533,710	492,840
	Total Miscellaneous Revenue	120,800	-	531,860	531,860	533,710	492,840
<b>Total Transportation Impact Fee Revenue</b>							
		\$ 130,265	\$ 23,131	\$ 539,430	\$ 539,430	\$ 542,840	\$ 501,970
<b>EXPENDITURE DETAIL</b>							
<b>Capital Expenses</b>							
6031-541.63-00	Imprv Other Than Buildings	\$ -	\$ -	\$ -	\$ 50,000	\$ -	\$ 306,000
	Total Capital Expenses	-	-	-	50,000	-	306,000
<b>Non-Classified</b>							
6099-588.99-01	Fund Reserve	-	-	539,430	489,430	542,840	195,970
	Total Non-Classified	-	-	539,430	489,430	542,840	195,970
<b>Total Transportation Impact Fee Fund</b>							
		\$ -	\$ -	\$ 539,430	\$ 539,430	\$ 542,840	\$ 501,970

CITY OF SAFETY HARBOR  
ADOPTED FY 2017/2018 BUDGET

**FUND 065 - LIBRARY IMPACT FEE FUND**

Acct #	Account Description	Actual 2014-15	Actual 2015-16	Adopted Budget 2016-17	Adjusted Budget 2016-17	Estimated Year End 2016-17	Adopted Budget 2017-18
<b>REVENUE DETAIL</b>							
<b>Permits, Fees &amp; Special Assessments</b>							
6000-324.06-10	Residential Impact Fees	\$ 4,979	\$ 11,107	\$ 9,000	\$ 9,000	\$ 22,000	\$ 23,100
	Total Permits, Fees & Special Assessments	4,979	11,107	9,000	9,000	22,000	23,100
<b>Miscellaneous Revenue</b>							
6000-361.01-00	Investments	-	292	540	540	520	520
6000-361.50-00	Market Value Adj	-	45	-	-	-	-
	Total Miscellaneous Revenue	-	337	540	540	520	520
<b>Miscellaneous Revenue</b>							
6000-389.01-00	Balance Carryforward	-	-	31,790	31,790	31,790	44,770
	Total Miscellaneous Revenue	-	-	31,790	31,790	31,790	44,770
<b>Total Library Impact Fee Trust Revenue</b>							
		\$ 4,979	\$ 11,444	\$ 41,330	\$ 41,330	\$ 54,310	\$ 68,390

**EXPENDITURE DETAIL**

<b>Non-Classified</b>							
6099-588.99-01	Fund Reserve	\$ -	\$ -	\$ 41,330	\$ 41,330	\$ 54,310	\$ 68,390
	Total Non-Classified	-	-	41,330	41,330	54,310	68,390
<b>Total Library Impact Fee Trust Fund</b>							
		\$ -	\$ -	\$ 41,330	\$ 41,330	\$ 54,310	\$ 68,390

CITY OF SAFETY HARBOR  
ADOPTED FY 2017/2018 BUDGET

**FUND 069 - PARKING IMPACT FEE**

Acct #	Account Description			Adopted	Adjusted	Estimated	Adopted
		Actual	Actual	Budget	Budget	Year End	Budget
		2014-15	2015-16	2016-17	2016-17	2016-17	2017-18
<b>REVENUE DETAIL</b>							
<b>Miscellaneous Revenue</b>							
6000-389.01-00	Balance Carryforward	\$ -	\$ -	\$ 3,630	\$ 3,630	\$ 3,630	\$ 3,630
	Total Miscellaneous Revenue	-	-	3,630	3,630	3,630	3,630
	<b>Total Parking Impact Fee Revenue</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 3,630</b>	<b>\$ 3,630</b>	<b>\$ 3,630</b>	<b>\$ 3,630</b>

<b>EXPENDITURE DETAIL</b>							
<b>Non-Expendable Disbursement</b>							
6099-588.99-02	Reserved For Future Exp	\$ -	\$ -	\$ 3,630	\$ 3,630	\$ 3,630	\$ 3,630
	Total Non-Expendable Disbursement	-	-	3,630	3,630	3,630	3,630
	<b>Total Parking Impact Fee</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 3,630</b>	<b>\$ 3,630</b>	<b>\$ 3,630</b>	<b>\$ 3,630</b>

CITY OF SAFETY HARBOR  
ADOPTED FY 2017/2018 BUDGET

**FUND 074 - STREET ASSESSMENT**

Acct #	Account Description	Actual		Adopted	Adjusted	Estimated	Adopted
		2014-15	2015-16	Budget	Budget	Year End	Budget
		2014-15	2015-16	2016-17	2016-17	2016-17	2017-18
<b>REVENUE DETAIL</b>							
<b>Permits, Fees &amp; Special Assessments</b>							
2000-325.01-10	Interest/Street Assessments	\$ 100	\$ 100	\$ 100	\$ 100	\$ 100	\$ 100
	Total Permits, Fees & Special Assessments	100	100	100	100	100	100
<b>Miscellaneous Revenue</b>							
2000-389.01-00	Balance Carryforward	-	-	35,240	35,240	35,240	35,340
	Total Miscellaneous Revenue	-	-	35,240	35,240	35,240	35,340
	<b>Total Street Assessment Revenue</b>	<b>\$ 100</b>	<b>\$ 100</b>	<b>\$ 35,340</b>	<b>\$ 35,340</b>	<b>\$ 35,340</b>	<b>\$ 35,440</b>

**EXPENDITURE DETAIL**

Acct #	Account Description	Actual		Adjusted	Adjusted	Estimated	Adopted
		2008-09	2009-10	Budget	Budget	Year End	Budget
		2008-09	2009-10	2010-11	2010-11	Year End	2011-12
<b>Non-Classified</b>							
2099-588.99-01	Fund Reserve	\$ -	\$ -	\$ 35,340	\$ 35,340	\$ 35,340	\$ 35,440
	Total Non-Classified	-	-	35,340	35,340	35,340	35,440
	<b>Total Street Assessment</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 35,340</b>	<b>\$ 35,340</b>	<b>\$ 35,340</b>	<b>\$ 35,440</b>



**ENTERPRISE FUNDS**





## Enterprise Funds Revenue Sources

The City maintains three Enterprise Funds and uses these funds to account for its Stormwater (drainage) operation, Water and Wastewater operations and Sanitation operation. The Enterprise operations are funded primarily from user fees and charges.

The Stormwater Utility rate for one equivalent residential unit (ERU) was raised from \$7.25/month to \$8.50/month effective January 1, 2017 per the utility rate study conducted by Stantec (formerly Burton & Associates) and approved by City Commission in October 2016. The rate will increase to \$10.00/month October 1, 2017 with an annual 3% increase in fiscal year 2019.

The approved utility rate study provided for annual 11.5% Water and Wastewater rate increases effective January 1, 2017 through fiscal year 2021.

The FY 2018 Budget is based on the following rates:	Effective 1/1/2017	Effective 10/1/2017	Effective 10/1/2018	Effective 10/1/2019
Customer Charge	\$ 1.97	\$ 2.20	\$ 2.45	\$ 2.73
Base charge for Water service, monthly	\$ 12.79	\$ 14.26	\$ 15.90	\$ 17.73
Base charge for Sewer service, monthly	\$ 13.74	\$ 15.32	\$ 17.08	\$ 19.04
Flat charge for Sanitation service, monthly	\$ 22.32	\$ 22.32	\$ 22.32	\$ 22.32
Flat charge for Stormwater service (per residential unit)	\$ 8.50	\$ 10.00	\$ 10.30	\$ 10.61
Flat charge for Recycling service, monthly	\$ 2.77	\$ 2.77	\$ 2.77	\$ 2.77

Plus: Consumption rates for Water (based on thousand gallons):

0.0 - 5.0 gallons	\$ 2.36	\$ 2.63	\$ 2.93	\$ 3.27
5.0 - 10.0 gallons	\$ 5.90	\$ 6.58	\$ 7.34	\$ 8.18
10.0 - 20.0 gallons	\$ 13.28	\$ 14.81	\$ 16.51	\$ 18.41
Over 20.0 gallons	\$ 19.18	\$ 21.39	\$ 23.85	\$ 26.59

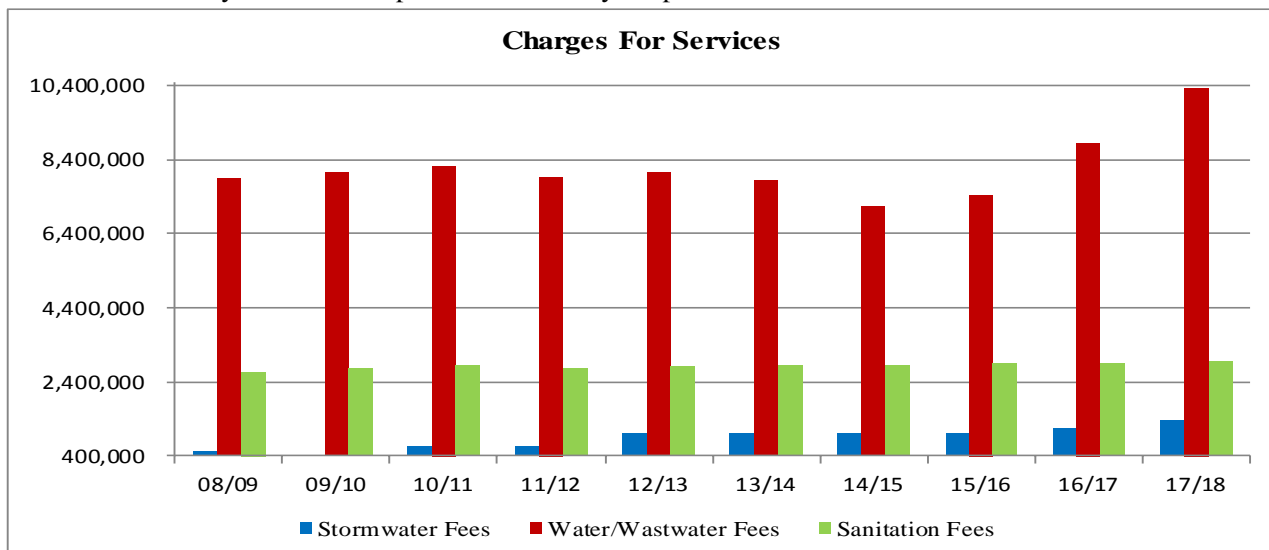
Plus: Consumption rates for Sewer (based on thousand gallons of water used):

0.0 - 15.0 gallons	\$ 4.85	\$ 5.41	\$ 6.03	\$ 6.72
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Outside City Limits - Rates are 25% higher

The Sanitation Fund was also evaluated during the rate study. No rate increases were recommended for sanitation services.

For FY 2018, Stormwater Utility Fee revenue is budgeted at \$1,370,000; Water and Wastewater revenues are budgeted at \$10,340,680; and Sanitation revenues are budgeted at \$2,928,800. These estimates are based on historical trend analyses of consumption and the newly adopted rate structure.



## Public Works Department

### Stormwater Division

The main function of the Stormwater Division is to protect both public and private property by maintaining positive flow to prevent flooding, yet sustain nature's hydrological balance. The City works with Pinellas County, State, and Federal regulatory agencies to remain in compliance for our NPDES (National Pollutant Discharge Elimination System) permit. The division is responsible for maintaining 12.88 miles of ditches and creeks, inspecting and cleaning of over 1,436 catch basins and nine baffle boxes. Other annual maintenance includes the cleaning of two CDS (Continuous Deflection System) units, the sweeping of 938 curb miles of streets, and the maintenance of 28 City-owned retention ponds.



#### **Current and Prior Year Accomplishments**

Approximately 100 work order requests originating from resident inquiries were completed. Staff has continued routine catch basin inspection and cleanings which is a condition of our NPDES permit. Mullet Creek SWIM Pond behind our Public Works Complex was dredged this year. Storm pipe lining is scheduled for Country Villas and North Bay Hills. The City plans to maintain an annual contract for pipe lining. Stormwater crews were instrumental in the pre-storm preparation during FY17 Hurricane season. It was a wet and somewhat active season that saw increased rainfall and damages from TS Colin and Hurricane Hermine.



#### **Fiscal Year 2018 Goals**

A goal for the upcoming year is to continue the pipe lining program, lining CMP (corrugated metal pipes) that have failed or are deteriorated. Bridgeport Pond is slated to be dredged to maintain proper storage. The division will continue to monitor and repair the City's stormwater infrastructure, as required in the NPDES permit, through routine catch basin, pipe, and pond inspections, cleaning and reporting. Staff will continue the removal of invasive and nuisance plants as part of the routine maintenance tasks.



#### **Long-Term Vision and Future Financial Impact**

The Stormwater Division's long-term vision is to continuously increase public awareness of Best Management Practices (BMP's) for protecting our waterways. Pamphlets, brochures, other informational and educational material is available at City buildings and on the City's website. The City continues to develop capital programs to improve, update, and replace the city's stormwater infrastructure in order to complement the maintenance completed by operational staff.

**STORMWATER PERFORMANCE INDICATORS**

**FUND: 011 DEPARTMENT: 2037**

	<b>Actual 2014-15</b>	<b>Actual 2015-16</b>	<b>Estimated 2016-17</b>	<b>Adopted 2017-18</b>
<b>Jurisdiction Data</b>				
Population	17,234	17,423	17,606	17,700
Square Miles	5.42	5.42	5.42	5.42
Total # of Full Time Equivalent Employees	176.31	180.60	180.71	180.71
<b>Departmental Inputs</b>				
Total Personnel Services & Operating Expenses	\$ 565,230	\$ 760,307	\$ 636,890	\$ 623,030
Total # of Full Time Equivalent Employees	5.20	5.40	5.40	5.40
<b>Outputs</b>				
# of Service Requests Completed	62	85	85	85
# of Emergency Calls Responded to	15	9	10	10
# of Outfalls Cleaned	120	78	83	83
# of Catch Basins	1,088	1,436	1,436	1,436
# of Catch Basins Repaired	31	14	12	14
# of Catch Basins Cleaned	1,972	567	600	625
Square Miles of Drainage Basins (Creeks)	12.55	12.88	12.88	12.88
Feet of Storm Drain/Pipe Cleaned	1,900	1,959	2,000	2,000
Miles of Ditches/Creeks	12.88	12.88	12.88	12.88
Miles of Ditches/Creeks Cleaned	13.81	15.00	16.00	16.50
<b>Efficiency</b>				
O&M Cost per Capita	\$ 32.80	\$ 43.64	\$ 36.17	\$ 35.20
O&M Cost per Full Time Equiv. Employee	\$ 108,698	\$ 140,798	\$ 117,943	\$ 115,376
Per Capita per Full Time Equiv. Employee	3,314	3,226	3,260	3,278
% of Service Requests Compl. Within 5 Days	35%	45%	52%	75%

CITY OF SAFETY HARBOR  
ADOPTED FY 2017/2018 BUDGET

**FUND 011 - STORMWATER**

Acct #	Account Description	Actual 2014-15	Actual 2015-16	Adopted Budget 2016-17	Adjusted Budget 2016-17	Estimated Year End 2016-17	Adopted Budget 2017-18
<b>REVENUE DETAIL</b>							
<b>Permits, Fees &amp; Special Assessments</b>							
2000-329.08-00	Stormwater Fee	\$ 1,000,015	\$ 1,012,228	\$ 1,011,370	\$ 1,147,970	\$ 1,146,000	\$ 1,370,000
	Total Permits, Fees & Special Assessments	1,000,015	1,012,228	1,011,370	1,147,970	1,146,000	1,370,000
<b>Intergovernmental Revenue</b>							
2000-331.03-90	Other Physical Environment	-	1,091	-	-	-	-
	Total Intergovernmental Revenue	-	1,091	-	-	-	-
<b>Miscellaneous Revenue</b>							
2000-361.01-00	Investments	20,935	23,265	23,330	23,330	24,930	24,930
2000-361.50-00	Market Value Adj	5,128	1,624	-	-	-	-
2000-364.01-10	Gain/Loss From Sale/Disp	2,857	-	-	-	22,000	-
2000-369.02-00	Claims/Insur. Settlements	929	-	-	-	-	-
2000-369.09-00	Miscellaneous Revenue	-	-	-	-	170	-
	Total Miscellaneous Revenue	29,849	24,889	23,330	23,330	47,100	24,930
<b>Miscellaneous Revenue</b>							
2000-384.23-00	06 Line Of Credit	-	-	575,000	575,000	-	-
2000-389.01-00	Balance Carryforward	-	-	640,950	920,388	1,042,460	352,590
	Total Miscellaneous Revenue	-	-	1,215,950	1,495,388	1,042,460	352,590
<b>Total Stormwater Revenue</b>		<b>\$ 1,029,864</b>	<b>\$ 1,038,208</b>	<b>\$ 2,250,650</b>	<b>\$ 2,666,688</b>	<b>\$ 2,235,560</b>	<b>\$ 1,747,520</b>

CITY OF SAFETY HARBOR  
ADOPTED FY 2017/2018 BUDGET

<b>Fund:</b>	<b>Department:</b>	<b>Fund #:</b>
<b>Stormwater</b>	<b>Stormwater</b>	<b>011</b>

**EXPENDITURE DETAIL**

Acct #	Account Description	Actual		Adopted	Adjusted	Adopted	
		2014-15	2015-16	Budget	Budget	Estimated	Budget
				2016-17	2016-17	Year End	2017-18
Personnel Services							
2037-538.12-01	Salaries & Wages	\$ 204,309	\$ 198,634	\$ 237,110	\$ 237,110	\$ 233,920	\$ 225,690
2037-538.14-00	Overtime	1,749	3,799	2,030	2,030	2,000	2,000
2037-538.16-00	Compensated Annual Leave	(2,353)	(3,077)	-	-	-	-
2037-538.17-00	Compensated Sick Leave	64	6,125	-	-	-	-
Salaries & Wages Sub-Total		203,769	205,481	239,140	239,140	235,920	227,690
2037-538.21-00	Fica Taxes	15,373	15,208	18,300	18,300	18,050	17,420
2037-538.22-00	Retirement Contributions	6,157	79,262	20,370	20,370	20,110	17,880
2037-538.23-00	Life & Health Insurance	48,235	46,012	67,380	67,380	67,440	72,930
2037-538.24-00	Workers Compensation	10,057	10,111	10,960	10,960	11,230	10,300
2037-538.26-00	OPEB	972	680	-	-	-	-
Benefits Sub-Total		80,794	151,273	117,010	117,010	116,830	118,530
Total Personnel Services		284,563	356,754	356,150	356,150	352,750	346,220

**Operating Expenses**

2037-538.32-10	Auditing & Accounting	1,314	1,540	1,460	1,460	1,460	1,460		
2037-538.34-60	Uniform Rental & Laundry	594	577	880	880	880	880		
2037-538.34-80	Landfill Fees	12,999	7,324	15,000	15,000	15,000	15,000		
2037-538.34-90	Other Fees & Contracts	61,019	75,193	110,750	111,210	111,210	113,510		
2037-538.40-01	Employee Travel	84	1,234	130	130	130	230		
2037-538.41-00	Communication Services	2,657	2,410	2,770	2,770	2,070	1,870		
2037-538.43-00	Utility Services	5,069	4,340	5,400	5,400	4,600	5,000		
2037-538.44-00	Rental & Leases	4,000	3,615	4,000	4,000	4,000	4,000		
2037-538.45-00	Liability Insurance	5,748	5,909	6,170	6,170	6,460	5,260		
2037-538.46-01	Bldg. & Ground Maint	-	-	2,400	2,400	2,400	1,200		
2037-538.46-10	Outside Vehicle Repairs	425	5,196	400	400	400	400		
2037-538.46-20	Equipment Repairs	461	476	500	1,500	1,500	1,500		
2037-538.46-40	Maint Contracts	474	566	610	610	610	610		
2037-538.49-30	Other Current Charges	436	697	630	630	630	610		
2037-538.52-01	Gas	350	316	290	290	140	150		
2037-538.52-02	Diesel	3,045	2,460	3,140	3,140	2,900	3,100		
2037-538.52-03	Oil & Other Lubricants	165	316	400	400	400	400		
2037-538.52-10	Vehicle Parts	2,749	1,410	3,500	2,500	2,500	2,500		
2037-538.52-20	Equipment Parts	2,871	3,506	5,000	5,000	5,000	5,000		

CITY OF SAFETY HARBOR  
ADOPTED FY 2017/2018 BUDGET

<b>Fund:</b>	<b>Department:</b>	<b>Fund #:</b>
<b>Stormwater</b>	<b>Stormwater</b>	<b>011</b>

**EXPENDITURE DETAIL**

Acct #	Account Description	Actual		Adopted	Adjusted	Estimated	Adopted
		2014-15	2015-16	Budget	Budget	Year End	Budget
				2016-17	2016-17		2017-18
2037-538.52-30	Small Tools & Supplies	2,253	1,287	2,600	2,600	2,600	2,600
2037-538.52-70	Special Clothing/Uniforms	2,439	1,487	2,200	2,200	2,200	2,200
2037-538.52-80	Tires & Tubes	1,050	3,839	1,200	1,200	600	1,200
2037-538.52-90	Special Supplies	2,304	896	9,000	9,000	9,000	9,000
2037-538.52-93	Safety Supplies	792	746	800	800	800	800
2037-538.53-30	Drainage	152,821	68,850	245,000	175,300	95,300	85,000
2037-538.53-32	Drainage Related Charges	9,455	-	5,000	5,450	5,000	5,000
2037-538.53-33	Drainage - Other	4,653	3,154	5,000	5,000	5,000	5,000
2037-538.54-30	Educational Costs	440	1,780	1,350	1,350	1,350	3,330
Total Operating Expenses		280,667	199,124	435,580	366,790	284,140	276,810

**Capital Expenses**

2037-538.63-00	Imprv Other Than Building	23,250	273,757	345,000	693,228	650,000	400,000
2037-538.64-01	Automotive Equipment	-	-	150,000	150,000	150,000	148,000
2037-538.64-40	Special Equipment	17,705	-	-	-	-	10,000
Total Capital Expenses		40,955	273,757	495,000	843,228	800,000	558,000

**Total Stormwater**

**\$ 606,185 \$ 829,635 \$ 1,286,730 \$ 1,566,168 \$ 1,436,890 \$ 1,181,030**

**FUNDING SOURCE**

Program Expenditure Budget	\$ 565,230	\$ 555,878	\$ 791,730	\$ 722,940	\$ 636,890	\$ 623,030
Less Revenues Generated:						
329 Permits, Fees, & Special Assessments	1,000,015	1,012,228	1,011,370	1,147,970	1,146,000	1,370,000
Net Unsupported/(Supported) Budget	<b>\$ (434,785)</b>	<b>\$ (456,350)</b>	<b>\$ (219,640)</b>	<b>\$ (425,030)</b>	<b>\$ (509,110)</b>	<b>\$ (746,970)</b>
% Of Budget Supported By Program	176.9%	182.1%	127.7%	158.8%	179.9%	219.9%

**Stormwater Fixed Assets**

2090-583.69-00	Reclassify Account	(122,301)	(277,815)	-	-	-	-
Total Stormwater Fixed Assets		(122,301)	(277,815)	-	-	-	-

CITY OF SAFETY HARBOR  
ADOPTED FY 2017/2018 BUDGET

<b>Fund:</b>	<b>Department:</b>	<b>Fund #:</b>
<b>Stormwater</b>	<b>Stormwater</b>	<b>011</b>

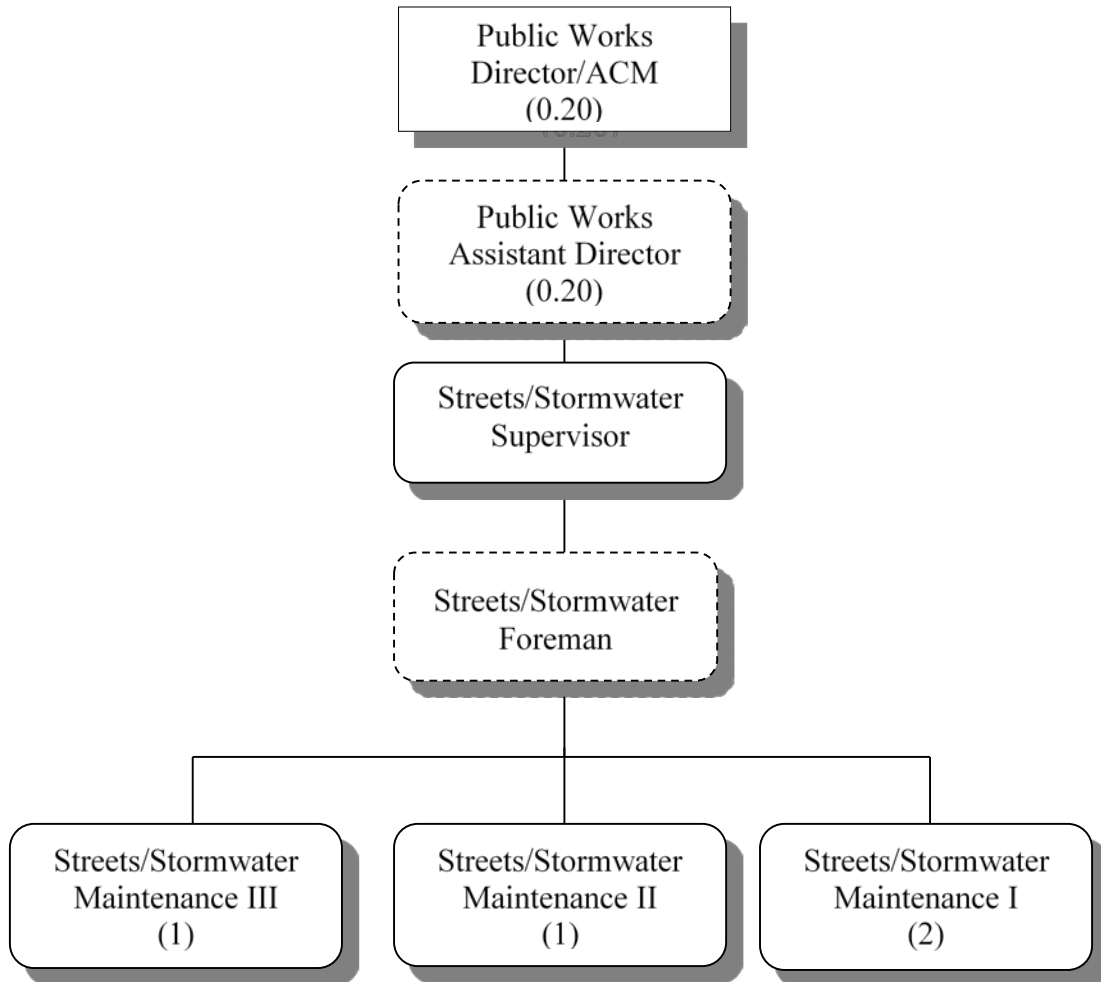
**EXPENDITURE DETAIL**

Acct #	Account Description	Actual	Actual	Adopted	Adjusted	Estimated	Adopted
		2014-15	2015-16	Budget	Budget	Year End	Budget
<b>Internal Services</b>							
2094-590.94-01	Administration Fee Reimb	35,480	42,110	39,690	39,690	39,690	42,110
2094-590.94-02	Data Processing Fee Reimb	8,490	-	5,120	5,120	5,120	-
2094-590.94-03	Engineering Fee Reimb	32,570	81,410	41,160	41,160	41,160	81,410
2094-590.94-33	Fleet Maint Reimb	17,420	15,700	14,650	14,650	14,650	15,700
2094-590.94-34	Bldg Maint Reimb	5,480	3,300	3,590	3,590	3,590	3,300
Total Internal Services		99,440	142,520	104,210	104,210	104,210	142,520
<b>Non-Operating Expenses</b>							
2095-581.58-00	Depreciation Expense	323,223	325,431	320,000	320,000	320,000	320,000
2095-581.72-11	Capitalized	(2,187)	-	-	-	-	-
2095-581.91-22	To Bank of America Note	12,870	21,870	21,870	21,870	21,870	95,750
2095-581.91-64	To Transportation Impact Fee	120,800	-	-	-	-	-
Total Non-Operating Expenses		454,706	347,301	341,870	341,870	341,870	415,750
<b>Non-Expendable Disbursement</b>							
2099-588.99-01	Fund Reserve	-	-	517,840	654,440	352,590	8,220
Total Non-Expendable Disbursement		-	-	517,840	654,440	352,590	8,220
<b>Total Stormwater Expenses</b>		<b>\$ 1,038,030</b>	<b>\$ 1,041,641</b>	<b>\$ 2,250,650</b>	<b>\$ 2,666,688</b>	<b>\$ 2,235,560</b>	<b>\$ 1,747,520</b>

## Organizational Chart

### PUBLIC WORKS DEPARTMENT

#### STORMWATER DIVISION



JOB CLASS / TITLE	PAY GRADE	ADOPTED FY 15/16	ADOPTED FY 16/17	ADOPTED FY 17/18
Public Works Director/ACM	135	0.20	0.20	0.20
Public Works Assistant Director	131	0.20	0.20	0.20
Streets/Stormwater Supervisor	127	1.00	1.00	1.00
Streets/Stormwater Maintenance III	119	1.00	1.00	1.00
Streets/Stormwater Maintenance II	117	1.00	1.00	1.00
Streets/Stormwater Maintenance I	115	2.00	2.00	2.00
<b>Total Division</b>		<b>5.40</b>	<b>5.40</b>	<b>5.40</b>





CITY OF SAFETY HARBOR  
ADOPTED FY 2017/2018 BUDGET

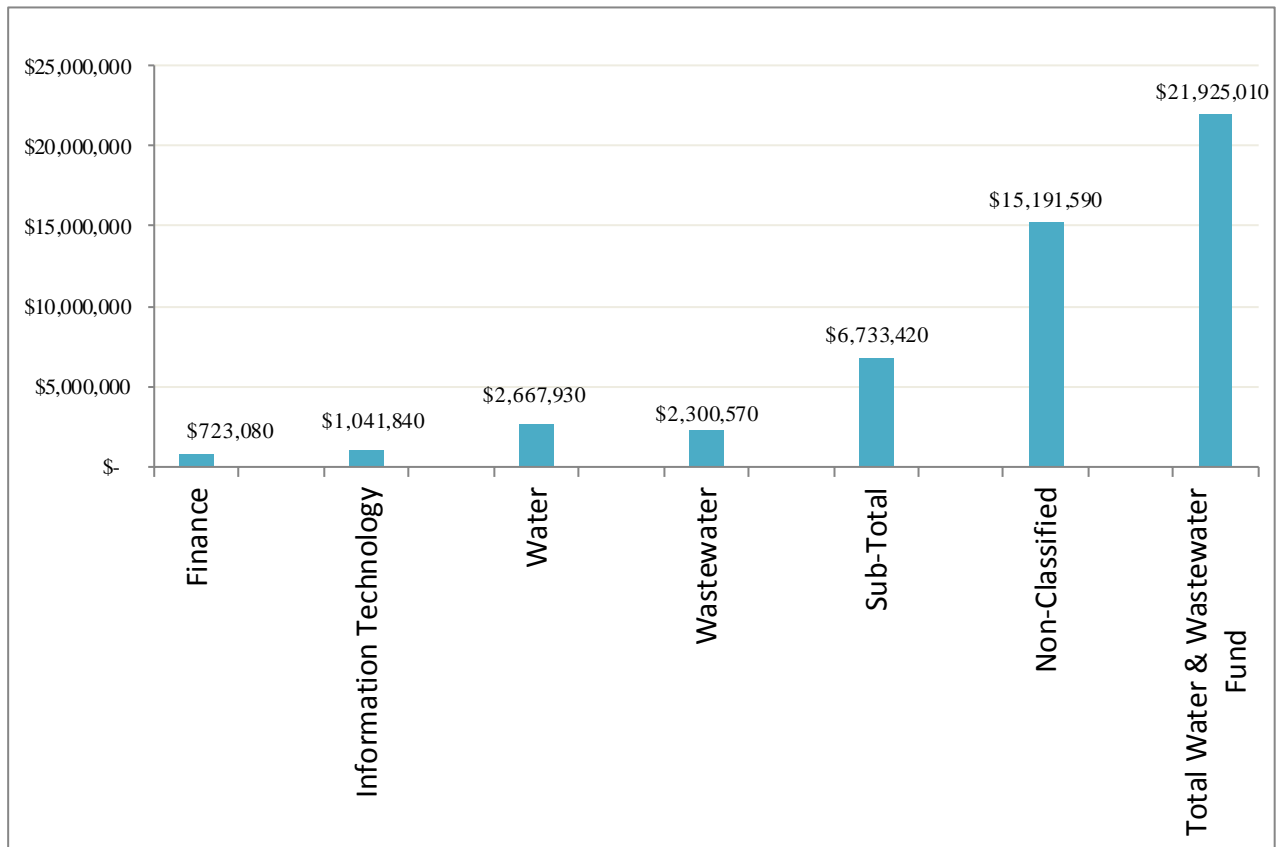
**FUND 041 - WATER & WASTEWATER**

Acct #	Account Description			Adopted	Adjusted	Estimated	Adopted
		Actual	Actual	Budget	Budget	Year End	Budget
		2014-15	2015-16	2016-17	2016-17	2016-17	2017-18
<b>REVENUE DETAIL</b>							
<b>Charges For Services</b>							
4000-343.09-15	Sale Of Water	\$ 3,037,141	\$ 3,140,202	\$ 3,069,660	\$ 4,255,660	\$ 3,807,860	\$ 4,397,560
4000-343.09-20	Water Tap Fees	4,160	6,805	4,000	4,000	5,380	5,380
4000-343.09-40	Sewer Services	4,091,057	4,210,857	4,003,290	4,750,290	4,956,510	5,840,990
4000-343.09-60	Late Charges - Utilities	4,464	80,013	95,000	95,000	95,000	95,000
4000-343.09-70	Industrial Surcharge	189	800	250	250	250	250
4000-349.11-00	Utility Fixtures	1,968	2,701	1,500	1,500	1,500	1,500
	Total Charges For Services	7,138,979	7,441,378	7,173,700	9,106,700	8,866,500	10,340,680
<b>Miscellaneous Revenue</b>							
4000-361.01-00	Investments	74,900	79,247	88,210	88,210	71,820	71,820
4000-361.50-00	Market Value Adj	18,576	5,299	-	-	-	-
	Total Miscellaneous Revenue	93,476	84,546	88,210	88,210	71,820	71,820
<b>Miscellaneous Revenue</b>							
4000-364.01-00	Sale/Disposal Of F.A.	2,258	-	-	-	-	-
4000-364.01-10	Gain/Loss From Sale/Disp	13,779	9,259	10,000	10,000	42,000	10,000
4000-369.02-00	Claims/Insur Settlements	20,157	(437)	-	51,692	51,700	-
4000-369.04-06	Data Proc Reimb - General Fund	290,810	328,590	389,450	389,450	389,450	389,450
4000-369.04-07	Data Proc Reimb - Sanitation	8,490	9,000	15,370	15,370	15,370	15,370
4000-369.04-12	Data Proc Reimb - Stormwater	8,490	-	5,120	5,120	5,120	5,120
4000-369.04-19	Data Proc Reimb - Library	202,320	199,150	219,100	185,900	219,100	219,100
4000-369.04-22	Data Proc Reimb - Fire	99,150	63,030	39,550	39,550	39,550	39,550
4000-369.09-00	Miscellaneous Revenue	52,160	35,861	30,000	30,000	30,000	30,000
4000-384.22-00	Line of Credit	-	-	4,565,000	4,565,000	-	8,115,000
	Total Miscellaneous Revenue	697,614	644,453	5,273,590	5,292,082	792,290	8,823,590
<b>Miscellaneous Revenue</b>							
4000-389.01-00	Balance Carryforward	-	-	1,706,740	1,747,865	1,570,240	2,688,920
	Total Miscellaneous Revenue	-	-	1,706,740	1,747,865	1,570,240	2,688,920
<b>Total Water &amp; Wastewater Revenue</b>		<b>\$ 7,930,069</b>	<b>\$ 8,170,377</b>	<b>\$ 14,242,240</b>	<b>\$ 16,234,857</b>	<b>\$ 11,300,850</b>	<b>\$ 21,925,010</b>

CITY OF SAFETY HARBOR  
ADOPTED FY 2017/2018 BUDGET

<b>Fund: Water &amp; Wastewater</b>	<b>Expenditure Summary</b>				<b>Fund #:</b>	<b>041</b>
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DEPARTMENT	Actual 2014-15	Actual 2015-16	Adopted Budget 2016-17	Adjusted Budget 2016-17	Estimated Year End 2016-17	Adopted Budget 2017-18
Finance	\$ 707,211	\$ 686,710	\$ 796,490	\$ 802,799	\$ 753,000	\$ 723,080
Information Technology	632,432	744,546	901,540	961,923	917,970	1,041,840
Water	2,489,968	2,570,701	2,656,970	3,041,552	2,796,220	2,667,930
Wastewater	2,036,799	2,319,457	2,286,820	2,289,563	2,137,470	2,300,570
Sub-Total	5,866,410	6,321,414	6,641,820	7,095,837	6,604,660	6,733,420
Non-Classified	3,124,971	1,752,020	7,600,420	9,139,020	4,696,190	15,191,590
<b>Total Water &amp; Wastewater Fund</b>	<b>\$ 8,991,381</b>	<b>\$ 8,073,434</b>	<b>\$ 14,242,240</b>	<b>\$ 16,234,857</b>	<b>\$ 11,300,850</b>	<b>\$ 21,925,010</b>



## WATER & WASTEWATER FINANCE

The Finance Department is responsible for the administration, direction, supervision and coordination of all City financial functions including financial planning, budgeting, debt management, investments, purchasing, accounting, payroll, utilities, customer service, accounts and billings and Information Systems. The Department's role is divided between Administration, Accounting & Budgeting, Utilities and Information Systems. Accounting & Budgeting are reported within the General Fund while Utilities and Information Systems are reported within the Water & Wastewater Utility Enterprise Fund. Overall, Administration is accounted for jointly between the two funds.

### **Current and Prior Year Accomplishments**

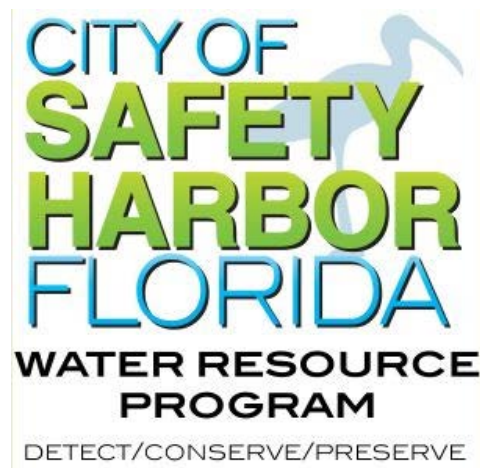
The Utilities Billing Department has used the billing system process as an opportunity to keep residents informed on various matters related to utilities, including City events and E-notifications for utility billing. The Customer Service and Utilities staff have received training and cross-training on various functions in the Utility Billing department so that cycle billings, title searches, lien processing and delinquency notices are timely communicated to the residents and community as a whole.

### **Fiscal Year 2018 Goals**

Customer Service remains the highest priority of Utility Billing. E-notification and bank draft services for utility billing continue to be a priority with regular notices provided to the residents to encourage sign-up. The department will focus on making the choices for payment options more user friendly with on-line options for ACH transactions.

### **Long-Term Vision and Future Financial Impact**

Finance's long term goal is continued sustainability of the Water and Wastewater fund to meet the demands of debt service as well as major capital infrastructure projects that are programmed in the 5-year Capital Improvement Program.



**WATER & WASTEWATER FINANCE PERFORMANCE INDICATORS**  
**FUND: 041 DEPARTMENT: 4015**

	<b>Actual 2014-15</b>	<b>Actual 2015-16</b>	<b>Estimated 2016-17</b>	<b>Adopted 2017-18</b>
<b>Jurisdiction Data</b>				
Population	17,234	17,423	17,606	17,700
Square Miles	5.42	5.42	5.42	5.42
Total # of Full Time Equivalent Employees	176.31	180.60	180.71	180.71
<b>Departmental Inputs</b>				
Total Personnel Services & Operating Expenses	\$ 706,329	\$ 685,647	\$ 728,500	\$ 721,580
Total # of Full Time Equivalent Employees	10.00	9.00	9.00	9.00
<b>Outputs</b>				
Total # of Utility Bills	75,346	76,233	76,401	76,300
Total # of Water Customers	7,477	7,560	8,307	8,320
Total # of Sewer Customers	8,918	8,943	8,307	8,320
Total # of Sanitation Customers	8,041	8,055	8,095	8,135
Total # of Service Orders	11,332	9,292	7,527	8,410
Total # of New Water Deposits	494	516	645	743
Total # of E-Notifications Billings	5,511	6,624	6,716	7,355
<b>Efficiency</b>				
O&M Cost per Capita	\$ 40.98	\$ 39.35	\$ 41.38	\$ 40.77
O&M Cost per Full Time Equiv. Employee	\$ 70,633	\$ 76,183	\$ 80,944	\$ 80,176
Per Capita per Full Time Equiv. Employee	1,723	1,936	1,956	1,967

CITY OF SAFETY HARBOR  
ADOPTED FY 2017/2018 BUDGET

<b>Fund:</b>	<b>Department:</b>	<b>Fund #:</b>
<b>Water &amp; Wastewater</b>	<b>Finance</b>	<b>041</b>

**EXPENDITURE DETAIL**

Acct #	Account Description	Actual 2014-15	Actual 2015-16	Adopted Budget 2016-17	Adjusted Budget 2016-17	Estimated Year End 2016-17	Adopted Budget 2017-18
<b>Personnel Services</b>							
4015-513.12-01	Salaries & Wages	\$ 369,867	\$ 350,392	\$ 407,580	\$ 407,580	\$ 382,040	\$ 387,910
4015-513.12-10	Reg Wages-Temporary Empl	-	280	-	-	-	-
4015-513.14-00	Overtime-Time & One Half	5,686	4,040	3,510	3,510	3,450	5,040
4015-513.16-00	Compensated Annual Leave	(1,165)	(3,638)	-	-	-	-
	Salaries & Wages Sub-Total	374,388	351,074	411,090	411,090	385,490	392,950
4015-513.21-00	Fica Taxes	30,759	29,941	31,450	31,450	29,460	30,070
4015-513.22-00	Retirement	28,661	28,089	33,150	33,150	31,080	31,440
4015-513.23-00	Life & Health Insurance	92,157	78,463	99,420	99,420	79,720	83,440
4015-513.24-00	Workers Compensation Ins.	30,368	29,566	33,130	33,130	33,950	31,140
4015-513.26-00	OPEB	1,215	1,132	-	-	-	-
	Benefits Sub-Total	183,160	167,191	197,150	197,150	174,210	176,090
	Total Personnel Services	557,548	518,265	608,240	608,240	559,700	569,040
<b>Operating Expenses</b>							
4015-513.32-10	Auditing & Accounting	11,766	13,800	11,940	11,940	11,940	11,940
4015-513.34-90	Other Fees & Contracts	-	4,050	4,050	4,180	-	4,050
4015-513.40-01	Employee Travel	692	446	920	720	920	920
4015-513.41-00	Communication Services	1,172	863	890	890	1,060	1,060
4015-513.42-10	Postage	28,554	34,920	30,000	35,100	30,000	30,000
4015-513.45-00	Liability Insurance	84,479	86,844	90,600	90,600	94,830	77,100
4015-513.46-40	Maintenance Contracts	6,628	7,405	8,100	9,228	10,500	8,100
4015-513.47-01	Printing & Binding	6,584	5,649	7,000	5,992	7,000	7,000
4015-513.49-30	Other Current Charges	235	152	250	250	250	250
4015-513.51-10	Office Supplies-General	1,642	3,639	4,240	3,421	4,240	4,240
4015-513.51-11	Non-Capital Office Equip	1,169	1,538	500	1,337	500	500
4015-513.52-01	Gas	3,176	2,301	2,820	2,820	2,520	2,680
4015-513.52-03	Oil & Other Lubricants	48	55	60	60	70	90
4015-513.52-10	Vehicle Parts	843	273	500	700	600	500
4015-513.52-30	Small Tools & Supplies	105	128	980	980	980	980
4015-513.52-70	Special Clothing/Uniforms	670	792	1,260	1,382	1,380	1,260
4015-513.52-80	Tires And Tubes	-	223	120	340	340	250
4015-513.52-90	Special Supplies	252	853	350	350	400	350
4015-513.54-10	Publications	16	-	200	200	200	200
4015-513.54-20	Memberships & Dues	570	588	610	610	610	610
4015-513.54-30	Educational Costs	105	363	460	460	460	460
4015-513.57-00	Bad Debts	75	2,500	-	-	-	-
	Total Operating Expenses	148,781	167,382	165,850	171,560	168,800	152,540

CITY OF SAFETY HARBOR  
ADOPTED FY 2017/2018 BUDGET

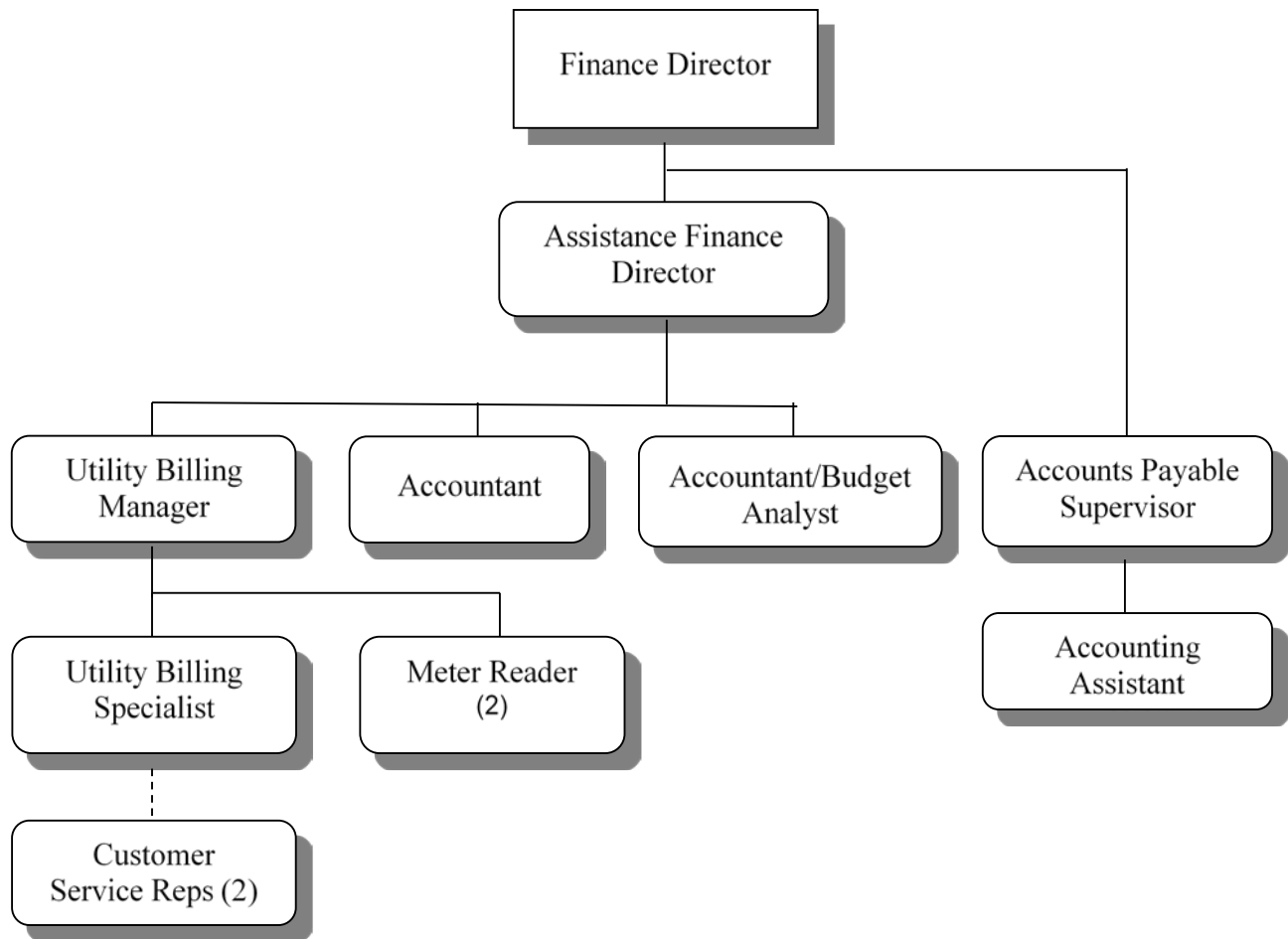
<b>Fund:</b>	<b>Department:</b>	<b>Fund #:</b>
<b>Water &amp; Wastewater</b>	<b>Finance</b>	<b>041</b>

**EXPENDITURE DETAIL**

Acct #	Account Description	Actual	Actual	Adopted	Adjusted	Estimated	Adopted
		2014-15	2015-16	Budget	Budget	Year End	Budget
		2014-15	2015-16	2016-17	2016-17	2016-17	2017-18
<b>Capital Expenses</b>							
4015-513.62-00	Buildings	-	-	2,500	2,500	2,500	-
4015-513.64-01	Automotive Equipment	-	-	18,400	18,999	19,000	-
	Total Capital Expenses	-	-	20,900	21,499	21,500	-
	<b>Total Water &amp; Wastewater Finance</b>	<b>706,329</b>	<b>685,647</b>	<b>794,990</b>	<b>801,299</b>	<b>750,000</b>	<b>721,580</b>
<b>Non-Operating Expenses</b>							
4015-513.72-20	Customer Deposits	882	1,063	1,500	1,500	3,000	1,500
	Total Non-Operating Expenses	882	1,063	1,500	1,500	3,000	1,500
	<b>Total Water &amp; Wastewater Finance</b>	<b>\$ 707,211</b>	<b>\$ 686,710</b>	<b>\$ 796,490</b>	<b>\$ 802,799</b>	<b>\$ 753,000</b>	<b>\$ 723,080</b>

## Organizational Chart

### WATER & WASTEWATER FINANCE DEPARTMENT



JOB CLASS / TITLE	PAY GRADE	ADOPTED FY 15/16	ADOPTED FY 16/17	ADOPTED FY 17/18
Finance Director	133	0.50	0.50	0.50
Assistant Finance Director	131	0.50	0.50	0.50
Accountant/Budget Analyst	125	0.50	0.50	0.50
Utility Billing Manager	125	0.00	1.00	1.00
Accounts Payable Supervisor	123	0.50	0.50	0.50
Utility Billing Supervisor	123	1.00	0.00	0.00
Accountant	122	0.50	0.50	0.50
Accounting Assistant	118	0.50	0.50	0.50
Utility Billing Specialist	117	1.00	1.00	1.00
Senior Meter Reader	117	1.00	0.00	0.00
Customer Service Rep	116	2.00	2.00	2.00
Meter Reader	115	1.00	2.00	2.00
<b>Total Division</b>		<b>9.00</b>	<b>9.00</b>	<b>9.00</b>





## INFORMATION TECHNOLOGY

The Information Technology Department administers the City's computers, electronic communications, audio/video equipment, and surveillance systems. The department's primary objective is to install and maintain computer systems that automate and expedite manual information management tasks. Data services include systems management, file maintenance, printing, systems backup and recovery, data security, user training, remote communications, office automation technology, computer integration and networking. Electronic communications responsibilities include cellular telephones and wired desktop telephones. Audio/video equipment includes televisions, projectors, smartboards, and music playback devices. Surveillance systems are present at multiple City facilities for the protection of staff and visitors. Information Technology' services are provided Citywide, including these facilities: City Hall, Community Center, Fire Stations 52 and 53, Library, Museum, Parks and Building Maintenance, Public Works, and Rigsby Center.



### **Current and Prior Year Accomplishments**

Information Technology worked with Communications and the City's website provider for a complete renovation of the website. This keeps the City website current, with it being not only more aesthetically appealing, but also much more functional on mobile devices. Use of this "responsive" web design is important with the variety of screen sizes used now to view the website.

Network infrastructure improvements were made that impact several City facilities. Equipment and configuration changes were made with the City's vendor that affect the connections between some of the remote sites and City Hall. The central cable plant at Public Works was completely redone. A project to connect a building under renovation with the computer network is in progress. Fiber optic cable that was installed for this allows for future growth.



Information Technology has been coordinating the public Wi-Fi project with Spectrum Enterprise and Recreation. This provides an important service for business, visitors, and residents. For example, a parent can update a sports team social media page during a game. A merchant at a festival can access an online catalog to show a customer.

Technology needs including computers, televisions, and video game consoles were installed for the new Library teen room. The software for patron computer reservations went through a significant upgrade that made new features available to serve the public. A new document imaging station was installed to streamline patron printing, scanning, faxing, and copying.



The use of mobile computer solutions continues to increase. The City Commission has been using Apple iPads and laptops to access paperless agendas. The Fire Department is using Apple iPads and Microsoft Surface tablets to increase efficiency of inspections. At the Library, iPads are used to serve the public. Recreation is using Microsoft Surface tablets as the mobile computing technology most beneficial for their department. The City of Safety Harbor now has a mobile device app, named “ExploreSafetyHarbor”, available on Google Play and the Apple App Store.



The City’s document imaging system provides increasing value in its electronic storage and retrieval of information previously kept on paper. Information Technology worked with the Finance and Human Resources departments to help them better utilize the system. Finance’s categories were changed to better match their business needs. Human Resources acquired additional hardware to improve their output when using the system.

### **Fiscal Year 2018 Goals**

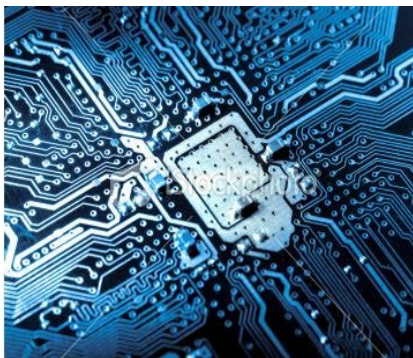
Considering the increasing frequency and damage done by computer-based attacks, cybersecurity will continue to be a primary focus. Policies and procedures are added and improved to meet the goals of audits and compliance requirements. Employee education helps to keep computer systems secure. A new Security Information and Event Management solution for improved monitoring and incident handling is currently in the process of being implemented.

To better serve City staff, a new IT help desk solution will be implemented. It is more user-friendly and allows for help tickets to be created via email. This will increase departmental efficiency and improve customer service.

Mobility will continue to be addressed in areas where it increases employee productivity and improves City services. There will be new solutions implemented with the Community Development and Engineering departments.

### **Long-Term Vision and Future Financial Impact**

The use of computer technology by the employees, residents, and business partners of the City of Safety Harbor is increasing at a profound rate. Within the City government, computers have gone from being tools used by a few of the office employees for particular tasks to now being requisite parts of all office workstations. Citizens and businesses are increasing use of the internet to access information and transact with the City. There are increased expectations of the availability of systems and the mobility with which data can be accessed.



All technology-related services require a steady expenditure of labor by a trained staff to keep them functioning properly. Judging by the past and current direction, the demand for data and communications services will only be increasing in the future.

**INFORMATION TECHNOLOGY PERFORMANCE INDICATORS**

**FUND: 041 DEPARTMENT: 4016**

	<b>Actual 2014-15</b>	<b>Actual 2015-16</b>	<b>Estimated 2016-17</b>	<b>Adopted 2017-18</b>
<b>Jurisdiction Data</b>				
Population	17,234	17,423	17,606	17,700
Square Miles	5.42	5.42	5.42	5.42
Total # of Full Time Equivalent Employees	176.31	180.60	180.71	180.71
<b>Departmental Inputs</b>				
Total Personnel Services & Operating Expenses	\$ 632,432	\$ 744,546	\$ 907,270	\$ 810,780
Total # of Full Time Equivalent Employees	4.00	4.00	4.00	4.00
<b>Outputs</b>				
# of Additional Computers	2	2	7	-
# of Replacement Computers	27	59	64	16
<b>PC/LAN Services</b>				
# of Computer Training Classes Obtained	3	3	-	4
# of Computers Supported	186	185	191	193
# of Mobile Devices Supported (smartphones/tablets)	36	38	44	46
# of Servers Supported	22	22	24	26
# of Operating Systems Supported	3	3	3	3
# of Printers/Fax/Copiers Supported	79	79	79	79
<b>Communication Services</b>				
# of Desk Telephones Supported	127	127	127	127
# of Cell Phones	125	135	163	215
<b>Efficiency</b>				
O&M Cost per Capita	\$ 36.70	\$ 42.73	\$ 51.53	\$ 45.81
O&M Cost per Full Time Equiv. Employee	\$ 158,108	\$ 186,137	\$ 226,818	\$ 202,695
Per Capita per Full Time Equiv. Employee	4,309	4,356	4,402	4,425

CITY OF SAFETY HARBOR  
ADOPTED FY 2017/2018 BUDGET

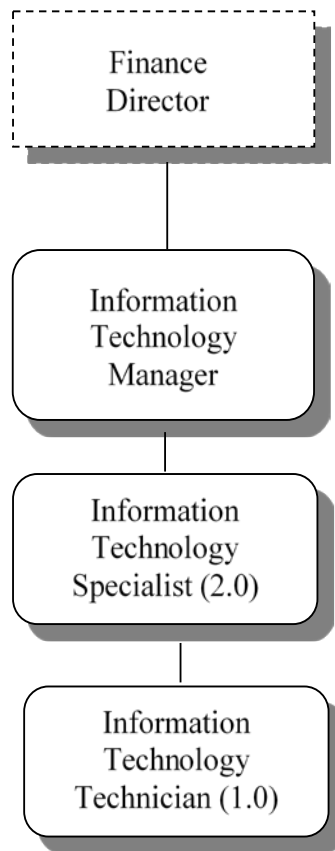
<b>Fund:</b> <b>Water &amp; Wastewater</b>	<b>Department:</b> <b>Information Technology</b>	<b>Fund #:</b> <b>041</b>
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**EXPENDITURE DETAIL**

Acct #	Account Description	Actual 2014-15	Actual 2015-16	Adopted Budget 2016-17	Adjusted Budget 2016-17	Estimated Year End 2016-17	Adopted Budget 2017-18
<b>Personnel Services</b>							
4016-513.12-01	Salaries & Wages	\$ 239,106	\$ 251,981	\$ 259,390	\$ 259,390	\$ 226,630	\$ 231,550
4016-513.14-00	Overtime-Time & One Half	1,895	4,117	1,840	1,840	10,000	5,010
4016-513.16-00	Compensated Annual Leave	4,807	(6,088)	-	-	-	-
4016-513.17-00	Compensated Sick Leave	(6,557)	1,234	-	-	-	-
	Salaries & Wages Sub-Total	239,251	251,244	261,230	261,230	236,630	236,560
4016-513.21-00	Fica Taxes	17,930	19,124	19,990	19,990	18,110	18,200
4016-513.22-00	Retirement	19,280	20,102	20,900	20,900	18,930	18,930
4016-513.23-00	Life & Health Insurance	46,013	47,967	53,650	53,650	63,730	68,020
4016-513.26-00	OPEB	972	680	-	-	-	-
	Benefits Sub-Total	84,195	87,873	94,540	94,540	100,770	105,150
	Total Personnel Services	323,446	339,117	355,770	355,770	337,400	341,710
<b>Operating Expenses</b>							
4016-513.32-30	Data Processing Services	21,907	32,297	64,800	83,860	83,860	77,000
4016-513.34-90	Other Fees & Contracts	3,575	3,575	3,950	4,546	3,700	3,950
4016-513.40-01	Employee Travel	4,590	282	3,720	3,720	1,820	3,720
4016-513.41-00	Communication Services	2,537	3,705	9,750	9,750	9,750	8,560
4016-513.44-00	Rentals & Leases	-	-	-	-	-	23,400
4016-513.46-01	Building Grounds Maint	-	-	-	-	-	300
4016-513.46-10	Outside Vehicle Repairs	51	150	400	400	400	200
4016-513.46-20	Equipment Repairs	1,967	-	400	400	400	400
4016-513.46-40	Maintenance Contracts	215,535	270,250	250,960	265,295	247,460	303,030
4016-513.51-10	Office Supplies-General	54	341	300	300	300	300
4016-513.51-11	Non-Capital Office Equipment	50,940	85,848	161,880	178,272	178,270	33,320
4016-513.51-40	Computer Papers & Supplies	1,728	1,115	2,000	2,000	2,000	2,000
4016-513.52-01	Gas	127	46	120	120	120	120
4016-513.52-03	Oil & Other Lubricants	-	-	60	60	60	60
4016-513.52-10	Vehicle Parts	-	463	500	500	500	500
4016-513.52-35	Non-Capital Operating Equipment	-	-	24,020	34,020	34,020	-
4016-513.52-90	Special Supplies	30	33	50	50	50	50
4016-513.54-10	Publications	137	204	300	300	300	300
4016-513.54-20	Memberships & Dues	755	200	760	760	760	760
4016-513.54-30	Educational Costs	5,053	6,920	11,100	11,100	6,100	11,100
	Total Operating Expenses	308,986	405,429	535,070	595,453	569,870	469,070
<b>Capital Expenses</b>							
4016-513.64-40	Special Equipment	-	-	10,700	10,700	10,700	231,060
	Total Capital Expenses	-	-	10,700	10,700	10,700	231,060
<b>Total Information Technology</b>		<b>\$ 632,432</b>	<b>\$ 744,546</b>	<b>\$ 901,540</b>	<b>\$ 961,923</b>	<b>\$ 917,970</b>	<b>\$ 1,041,840</b>

### Organizational Chart

## INFORMATION TECHNOLOGY DIVISION



JOB CLASS / TITLE	PAY GRADE	ADOPTED FY 15/16	ADOPTED FY 16/17	ADOPTED FY 17/18
Information Technology Manager	128	1.00	1.00	1.00
Information Technology Specialist	125	3.00	2.00	2.00
Information Technology Technician	124	0.00	1.00	1.00
<b>Total Division</b>		<b>4.00</b>	<b>4.00</b>	<b>4.00</b>

## Public Works Department

### Water Division

The water division provides high quality water, acceptable water pressure and excellent customer service. Consistent water testing and sampling ensures City of Safety Harbor water is clean, safe and is in compliance with Federal, State and County regulations. The water division maintains approximately 6,300 water meters to approximately 15,500 residents 556 fire hydrants and 76.55 miles of water mains. The water pressure is approximately 60 to 65 pounds per square inch (PSI).

#### **Current and Prior Year Accomplishments**

Thirty two American Darling B-62-B fire hydrants have been recalled and have been repaired by the manufacturer. Two of the City's Fire hydrants have been rebuilt this year. Inspections are being performed on a new fire line at the Harbor Side Church Chapel project. The Water division plans on completing the 13<sup>th</sup> Ave N to 9<sup>th</sup> Ave 12 inch Water main replacement during fiscal year 16/17.



#### **Fiscal Year 2018 Goals**



The American Darling B-62-B fire hydrants will continually be rebuilt to prevent premature failure. Backflow devices will continue to be tested and installed throughout the city. Survey and design is being completed this year for a 12 inch Water Main replacement in the Greensprings area and should be constructed during the 17/18 fiscal year. The water division will complete 2.2 million dollars worth of repairs to the water system during fiscal year 17/18.

#### **Long-Term Vision and Future Financial Impact**

The water division will continue to provide outstanding service to the citizens of Safety Harbor in a prompt and professional manner. Water quality and fire protection are top priorities. The water division will strive to provide the highest quality of water to the citizens of Safety Harbor and continue to monitor inventory levels as well as continuing to make needed upgrades to the water system as needed.



**WATER PERFORMANCE INDICATORS**  
**FUND: 41    DEPARTMENT: 4035**

	<b>Actual 2014-15</b>	<b>Actual 2015-16</b>	<b>Estimated 2016-17</b>	<b>Adopted 2017-18</b>
<b>Jurisdiction Data</b>				
Population	17,234	17,423	17,606	17,700
Square Miles	5.42	5.42	5.42	5.42
Total # of Full Time Equivalent Employees	176.31	180.60	180.71	180.71
<b>Departmental Inputs</b>				
Total Personnel Services & Operating Expenses	\$ 2,444,044	\$ 2,520,065	\$ 2,729,240	\$ 2,667,930
Total # of Full Time Equivalent Employees	7.20	7.40	6.40	6.40
<b>Outputs</b>				
# of Pipeline Repairs	205	292	260	504
# of Water Meters Installed/Replaced	21/207	30/348	30/300	41/36
# of Emergency Calls	23	68	50	58
# of Fire Hydrants Maintained	554	556	557	557
# of New Services Connected	21	30	30	30
# of Miles of Pipeline	76.5	76.55	76.55	76.6
# of Customers	7,477	7,560	8,307	8,320
<b>Efficiency</b>				
O&M Cost per Mile of Distribution System	\$ 31,948	\$ 32,921	\$ 35,653	\$ 34,852
O&M Cost per Customer Account	\$ 326.87	\$ 333.34	\$ 328.55	\$ 320.66
O&M Cost per Capita	\$ 141.82	\$ 144.64	\$ 155.02	\$ 150.73
O&M Cost per Full Time Equiv. Employee	\$ 339,451	\$ 340,549	\$ 426,444	\$ 416,864
Per Capita per Full Time Equiv. Employee	2,394	2,354	2,751	2,766



CITY OF SAFETY HARBOR  
ADOPTED FY 2017/2018 BUDGET

<b>Fund:</b>	<b>Department:</b>	<b>Fund #:</b>
<b>Water &amp; Wastewater</b>	<b>Water</b>	<b>041</b>

**EXPENDITURE DETAIL**

Acct #	Account Description	Actual 2014-15	Actual 2015-16	Adopted Budget 2016-17	Adjusted Budget 2016-17	Estimated Year End 2016-17	Adopted Budget 2017-18
<b>Personnel Services</b>							
4035-533.12-01	Salaries & Wages	\$ 271,161	\$ 351,565	\$ 272,510	\$ 272,510	\$ 266,750	\$ 273,120
4035-533.14-00	Overtime-Time & One Half	4,935	6,756	5,060	5,060	5,000	5,040
4035-533.16-00	Compensated Annual Leave	10,009	(14,639)	-	-	-	-
4035-533.17-00	Compensated Sick Leave	11,078	(65,839)	-	-	-	-
	Salaries & Wages Sub-Total	297,183	277,843	277,570	277,570	271,750	278,160
4035-533.21-00	Fica Taxes	20,350	26,940	21,240	21,240	20,790	21,280
4035-533.22-00	Retirement	9,493	21,224	21,970	21,970	21,510	22,020
4035-533.23-00	Life & Health Insurance	61,670	52,678	91,290	91,290	70,210	74,860
4035-533.26-00	OPEB	1,702	1,587	-	-	-	-
	Benefits Sub-Total	93,215	102,429	134,500	134,500	112,510	118,160
	Total Personnel Services	390,398	380,272	412,070	412,070	384,260	396,320

**Operating Expenses**

4035-533.34-60	Uniform Rental & Laundry	1,204	1,370	1,700	1,700	1,700	1,700
4035-533.34-90	Other Fees & Contracts	4,914	16,037	6,350	8,240	6,350	6,350
4035-533.34-92	Purchases Water/Sewer	1,979,217	2,066,665	2,083,300	2,413,300	2,211,770	2,157,330
4035-533.40-01	Employee Travel	1,360	-	1,300	1,300	1,300	1,200
4035-533.41-00	Communication Services	3,742	3,356	4,130	4,130	2,490	2,570
4035-533.43-00	Utilities	4,607	3,784	4,700	4,700	4,100	4,500
4035-533.44-00	Rental & Leases	1,000	1,000	1,000	1,000	1,000	1,000
4035-533.46-01	Building & Grounds Maint	5,974	5,568	2,400	2,400	2,400	2,260
4035-533.46-10	Outside Vehicle Repairs	324	700	800	800	800	800
4035-533.46-20	Equipment Repairs	567	653	1,000	1,000	1,000	1,000
4035-533.46-40	Maintenance Contracts	598	541	950	950	950	1,260
4035-533.46-90	Special Services	7,168	5,897	11,900	64,007	55,380	28,500
4035-533.49-30	Other Current Charges	436	1,581	1,770	1,770	1,770	1,770
4035-533.51-10	General Office Supplies	686	487	800	800	800	800
4035-533.51-11	Non-Capital Office Equip.	241	67	300	300	300	300
4035-533.52-01	Gas	9,120	6,075	8,230	8,230	5,720	6,090
4035-533.52-02	Diesel	2,096	1,493	2,020	2,020	2,000	2,100
4035-533.52-03	Oil & Other Lubricants	459	338	500	500	500	500

CITY OF SAFETY HARBOR  
ADOPTED FY 2017/2018 BUDGET

<b>Fund:</b>	<b>Department:</b>	<b>Fund #:</b>
<b>Water &amp; Wastewater</b>	<b>Water</b>	<b>041</b>

**EXPENDITURE DETAIL**

Acct #	Account Description	Actual 2014-15	Actual 2015-16	Adopted Budget 2016-17	Adjusted Budget 2016-17	Estimated Year End 2016-17	Adopted Budget 2017-18
4035-533.52-20	Equipment Parts	1,434	1,134	1,500	1,500	1,500	1,500
4035-533.52-30	Small Tools & Supplies	2,141	1,027	2,000	2,000	1,900	2,000
4035-533.52-40	Builders Supplies	464	600	500	500	500	500
4035-533.52-41	Housekeeping Supplies	-	83	100	100	100	100
4035-533.52-50	Chemicals	2,493	1,611	2,500	2,500	2,500	2,500
4035-533.52-70	Special Clothing/Uniforms	2,855	2,023	3,000	3,000	3,000	3,000
4035-533.52-80	Tires And Tubes	1,118	942	1,200	3,000	1,200	1,200
4035-533.52-90	Special Supplies	1,000	1,048	1,000	1,000	1,000	1,000
4035-533.52-93	Safety Supplies	771	666	800	800	800	800
4035-533.52-95	Special Supplies - W&S	13,148	10,160	25,000	25,000	25,000	25,000
4035-533.54-20	Memberships & Dues	25	184	-	-	-	-
4035-533.54-30	Educational Costs	1,385	1,515	2,650	3,235	2,650	9,480
Total Operating Expenses		2,053,646	2,139,793	2,177,900	2,564,282	2,344,980	2,271,610
<b>Capital Expenses</b>							
4035-533.62-00	Buildings	45,924	14,481	-	-	-	-
4035-533.63-00	Improvements other than Buildings	-	-	30,000	30,000	30,000	-
4035-533.64-01	Automotive Equipment	-	-	28,000	28,000	27,980	-
4035-533.64-40	Special Equipment	-	36,155	9,000	7,200	9,000	-
Total Capital Expenses		45,924	50,636	67,000	65,200	66,980	-
<b>Total Water</b>		<b>\$ 2,489,968</b>	<b>\$ 2,570,701</b>	<b>\$ 2,656,970</b>	<b>\$ 3,041,552</b>	<b>\$ 2,796,220</b>	<b>\$ 2,667,930</b>

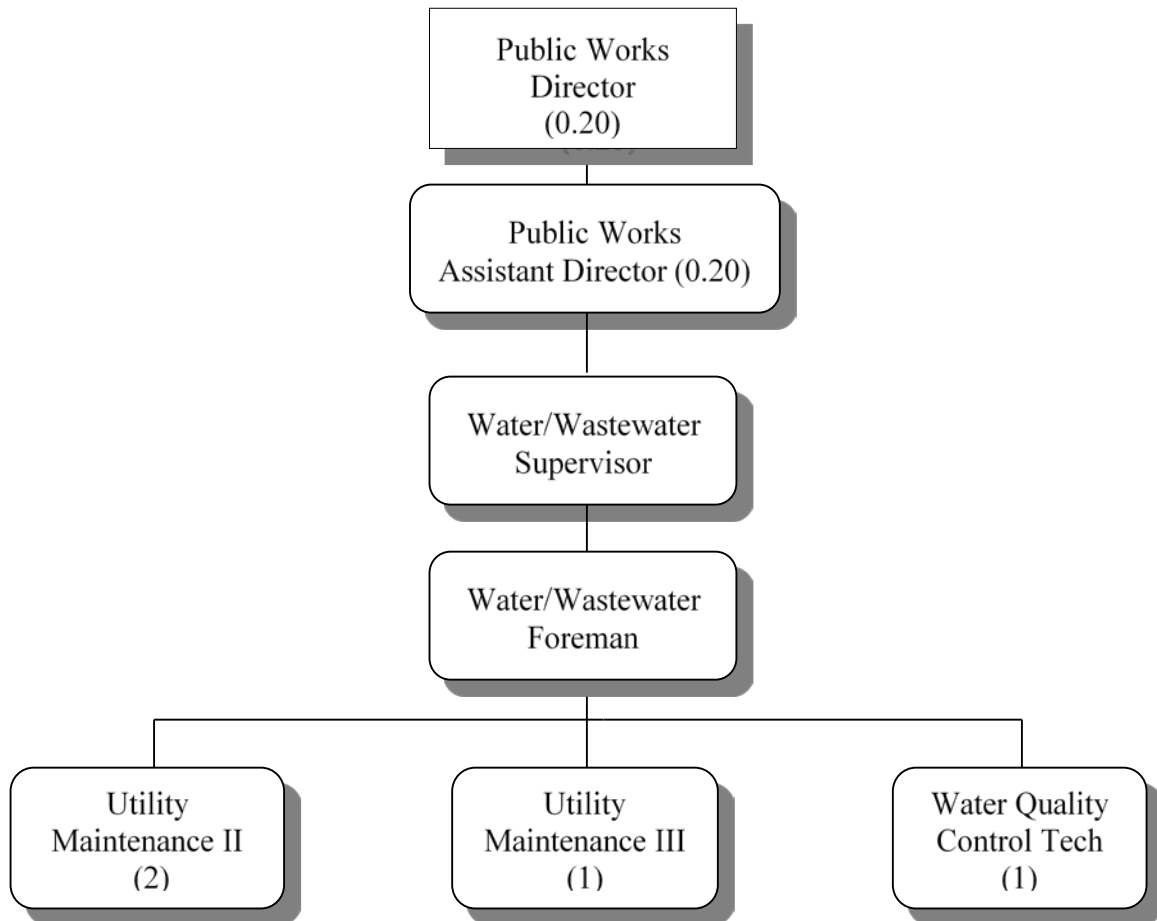
**FUNDING SOURCE**

Program Expenditure Budget	\$ 2,444,044	\$ 2,520,065	\$ 2,589,970	\$ 2,976,352	\$ 2,729,240	\$ 2,667,930
Less Revenues Generated:						
343 Charges For Services	3,041,301	3,147,007	3,073,660	4,259,660	3,813,240	4,402,940
Net Unsupported/(Supported) Budget	<b>\$ (597,257)</b>	<b>\$ (626,942)</b>	<b>\$ (483,690)</b>	<b>\$ (1,283,308)</b>	<b>\$ (1,084,000)</b>	<b>\$ (1,735,010)</b>

## Organizational Chart

### PUBLIC WORKS DEPARTMENT

#### WATER DIVISION



JOB CLASS / TITLE	PAY GRADE	ADOPTED FY 15/16	ADOPTED FY 16/17	ADOPTED FY 17/18
Public Works Director/ACM	135	0.20	0.20	0.20
Public Works Assistant Director	131	0.20	0.20	0.20
Water/Wastewater Supervisor	127	1.00	1.00	1.00
Water/Wastewater Foreman	121	1.00	1.00	1.00
Water Quality Control Tech	118	1.00	1.00	1.00
Utility Maintenance III	119	1.00	1.00	1.00
Utility Maintenance II	117	2.00	2.00	2.00
<b>Total Division</b>		<b>6.40</b>	<b>6.40</b>	<b>6.40</b>



## Public Works Department

### Wastewater Division

The Wastewater Divisions main operation is to assure all sanitary sewer main lines in the City are flowing properly to the 25 City owned pump stations. This includes; construction, repairs, monitoring and maintenance of the City's sixty seven miles of sanitary sewer system infrastructure. Daily inspections of these stations are necessary to record the flows that are pumped into the City of Clearwater's transmission line.

#### **Current and Prior Year Accomplishments**

The Amber Glades Lift Station rehabilitation was completed in February 2016. The Briar Creek sewer flow meter was updated. A check valve with bypass and vault is currently being installed. Repairs were made to a sewer tap behind the old Firmenich property. This project consisted of excavating 18' down and replacing a section of the 8" gravity sewer main.



#### **Fiscal Year 2017 Goals**

Inspections will be performed on the new 10" sanitary sewer force main installation project from North Bay Hills pump Station to the City of Clearwater's 30" force main on Allen Avenue at Rigsby Lane. Due to its age the South Bayshore Lift Station it is necessary to upgrade this station with new 20 HP pumps, electrical control panel, valves and check valves and a new 100KW standby generator. The Wastewater Division will continue to televise the sanitary sewer infrastructure and document where damaged lines will be repaired or relined in the future.



#### **Long-Term Vision and Future Financial Impact**

The Wastewater Division's long term vision will strive to "maintain the City's services, traditions, small town atmosphere and family orientation even as we grow" by providing the level of service the citizens require. Annually, the department coordinates with the engineering department for sanitary sewer infrastructure rehabilitation of gravity sewer main line by installing liners and replacing aging pipes, thus preventing ground water intrusion and main line clogs.



**WASTEWATER PERFORMANCE INDICATORS**

**FUND: 41 DEPARTMENT: 4036**

	<b>Actual 2014-15</b>	<b>Actual 2015-16</b>	<b>Estimated 2016-17</b>	<b>Adopted 2017-18</b>
<b>Jurisdiction Data</b>				
Population	17,234	17,423	17,606	17,700
Square Miles	5.42	5.42	5.42	5.42
Total # of Full Time Equivalent Employees	176.31	180.60	180.71	180.71
<b>Departmental Inputs</b>				
Total Personnel Services & Operating Expenses	\$ 1,940,068	\$ 2,245,183	\$ 2,059,670	\$ 2,153,570
Total # of Full Time Equivalent Employees	8.20	8.40	8.40	8.40
# of Lift Stations	25	25	25	25
<b>Outputs</b>				
# of Emergency Repair Calls	15	14	14	27
# of Repairs (Including Emergency)	75	80	80	139
Miles of Collection System Inspected	1.7	1.3	1.4	1.9
Miles of Collection System Cleaned	1.5	1.7	1.6	4
# of Lift Stations Repaired	190	216	200	109
# of New Service Connections	20	20	20	20
Miles of Mains in Collection System	66.44	66.44	66.44	66.44
# of Customers	8,923	8,943	8,307	8,320
<b>Efficiency</b>				
O&M Cost per Mile of Collection System	\$ 29,200	\$ 33,793	\$ 31,000	\$ 32,414
O&M per Customer Account	\$ 217.42	\$ 251.05	\$ 247.94	\$ 258.84
O&M Cost per Capita	\$ 112.57	\$ 128.86	\$ 116.99	\$ 121.67
O&M Cost per Full Time Equiv. Employee	\$ 236,594	\$ 267,284	\$ 245,199	\$ 256,377
Per Capita per Full Time Equiv. Employee	2,102	2,074	2,096	2,107

CITY OF SAFETY HARBOR  
ADOPTED FY 2017/2018 BUDGET

<b>Fund:</b> <b>Water &amp; Wastewater</b>	<b>Department:</b> <b>Wastewater</b>	<b>Fund #:</b> <b>041</b>
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**EXPENDITURE DETAIL**

Acct #	Account Description	Actual 2014-15	Actual 2015-16	Adopted Budget 2016-17	Adjusted Budget 2016-17	Estimated Year End 2016-17	Adopted Budget 2017-18
<b>Personnel Services</b>							
4036-535.12-01	Salaries & Wages	\$ 287,268	\$ 285,840	\$ 342,670	\$ 342,670	\$ 338,530	\$ 346,060
4036-535.14-00	Overtime-Time & One Half	13,037	6,011	7,210	7,210	7,110	7,000
4036-535.16-00	Compensated Annual Leave	8,623	(7,733)	-	-	-	-
4036-535.17-00	Compensated Sick Leave	5,258	2,868	-	-	-	-
	Salaries & Wages Sub-Total	314,186	286,986	349,880	349,880	345,640	353,060
4036-535.21-00	Fica Taxes	21,853	21,110	26,770	26,770	26,450	26,970
4036-535.22-00	Retirement	10,618	9,381	27,470	27,470	27,140	27,680
4036-535.23-00	Life & Health Insurance	81,730	82,892	123,660	123,660	103,060	110,070
4036-535.26-00	OPEB	1,944	2,040	-	-	-	-
	Benefits Sub-Total	116,145	115,423	177,900	177,900	156,650	164,720
	Total Personnel Services	430,331	402,409	527,780	527,780	502,290	517,780

**Operating Expenses**

4036-535.34-60	Uniform Rental & Laundry	708	622	1,540	1,540	1,540	1,540
4036-535.34-90	Other Fees & Contracts	43,195	56,922	54,900	57,378	54,900	54,900
4036-535.34-92	Purchases Water/Sewer	1,309,046	1,661,548	1,481,830	1,481,830	1,365,130	1,420,980
4036-535.40-01	Employee Travel	597	-	170	170	170	170
4036-535.41-00	Communication Services	2,634	2,126	2,730	2,730	1,800	1,870
4036-535.43-00	Utility Services	65,205	59,045	64,000	64,000	63,000	67,000
4036-535.44-00	Rental & Leases	1,000	1,000	1,000	1,000	1,000	1,000
4036-535.46-01	Building & Grounds Maint	8,754	(76)	2,400	2,400	2,400	2,040
4036-535.46-10	Outside Vehicle Repairs	1,000	840	1,000	1,000	1,000	1,000
4036-535.46-20	Equipment Repairs	14,396	1,819	2,000	19,000	17,370	17,000
4036-535.46-40	Maintenance Contracts	816	794	960	960	960	1,260
4036-535.46-90	Special Services	6,442	2,999	8,000	8,265	8,000	5,300
4036-535.49-30	Other Current Charges	534	488	1,350	1,350	1,350	1,350
4036-535.51-10	General Office Supplies	848	811	1,000	1,000	1,000	1,000
4036-535.51-11	Non-Capital Office Equip	193	-	200	200	200	200
4036-535.52-01	Gas	3,225	1,787	2,630	2,630	1,650	1,760
4036-535.52-02	Diesel	7,134	5,392	7,410	7,410	5,900	6,300
4036-535.52-03	Oil & Other Lubricants	313	573	500	500	590	500
4036-535.52-10	Vehicle Parts	3,686	4,483	5,500	5,500	5,500	5,500
4036-535.52-20	Equipment Parts	20,704	22,445	3,500	3,500	3,500	3,500

CITY OF SAFETY HARBOR  
ADOPTED FY 2017/2018 BUDGET

<b>Fund:</b>	<b>Department:</b>	<b>Fund #:</b>
<b>Water &amp; Wastewater</b>	<b>Wastewater</b>	<b>041</b>

**EXPENDITURE DETAIL**

Acct #	Account Description	Actual 2014-15	Actual 2015-16	Adopted Budget 2016-17	Adjusted Budget 2016-17	Estimated Year End 2016-17	Adopted Budget 2017-18
4036-535.52-40	Builders Supplies	1,000	969	1,000	1,000	1,000	1,000
4036-535.52-41	Housekeeping Supplies	35	73	200	200	200	200
4036-535.52-50	Chemicals	981	354	1,500	1,500	1,500	1,500
4036-535.52-70	Special Clothing/Uniforms	2,576	1,959	2,670	2,670	2,670	2,670
4036-535.52-80	Tires & Tubes	2,560	1,600	2,600	2,600	1,600	2,600
4036-535.52-90	Special Supplies	1,980	2,096	2,000	2,000	2,000	2,000
4036-535.52-93	Safety Supplies	1,128	965	1,200	1,200	1,200	1,200
4036-535.52-95	Special Supplies - W&S	5,106	6,821	10,000	5,000	5,000	20,300
4036-535.54-20	Memberships & Dues	-	150	-	-	-	-
4036-535.54-30	Educational Costs	1,120	1,245	2,250	2,250	2,250	7,150
Total Operating Expenses		1,509,737	1,842,774	1,669,040	1,683,783	1,557,380	1,635,790
<b>Capital Expenses</b>							
4036-535.62-00	Buildings	48,121	1,477	-	-	-	-
4036-535.63-00	Improv Other Than Bldgs	-	-	30,000	30,000	30,000	-
4036-535.64-01	Automotive Equipment	-	-	-	-	-	90,000
4036-535.64-40	Special Equipment	48,610	72,797	60,000	48,000	47,800	57,000
Total Capital Expenses		96,731	74,274	90,000	78,000	77,800	147,000
<b>Total Wastewater</b>		<b>\$ 2,036,799</b>	<b>\$ 2,319,457</b>	<b>\$ 2,286,820</b>	<b>\$ 2,289,563</b>	<b>\$ 2,137,470</b>	<b>\$ 2,300,570</b>

**FUNDING SOURCE**

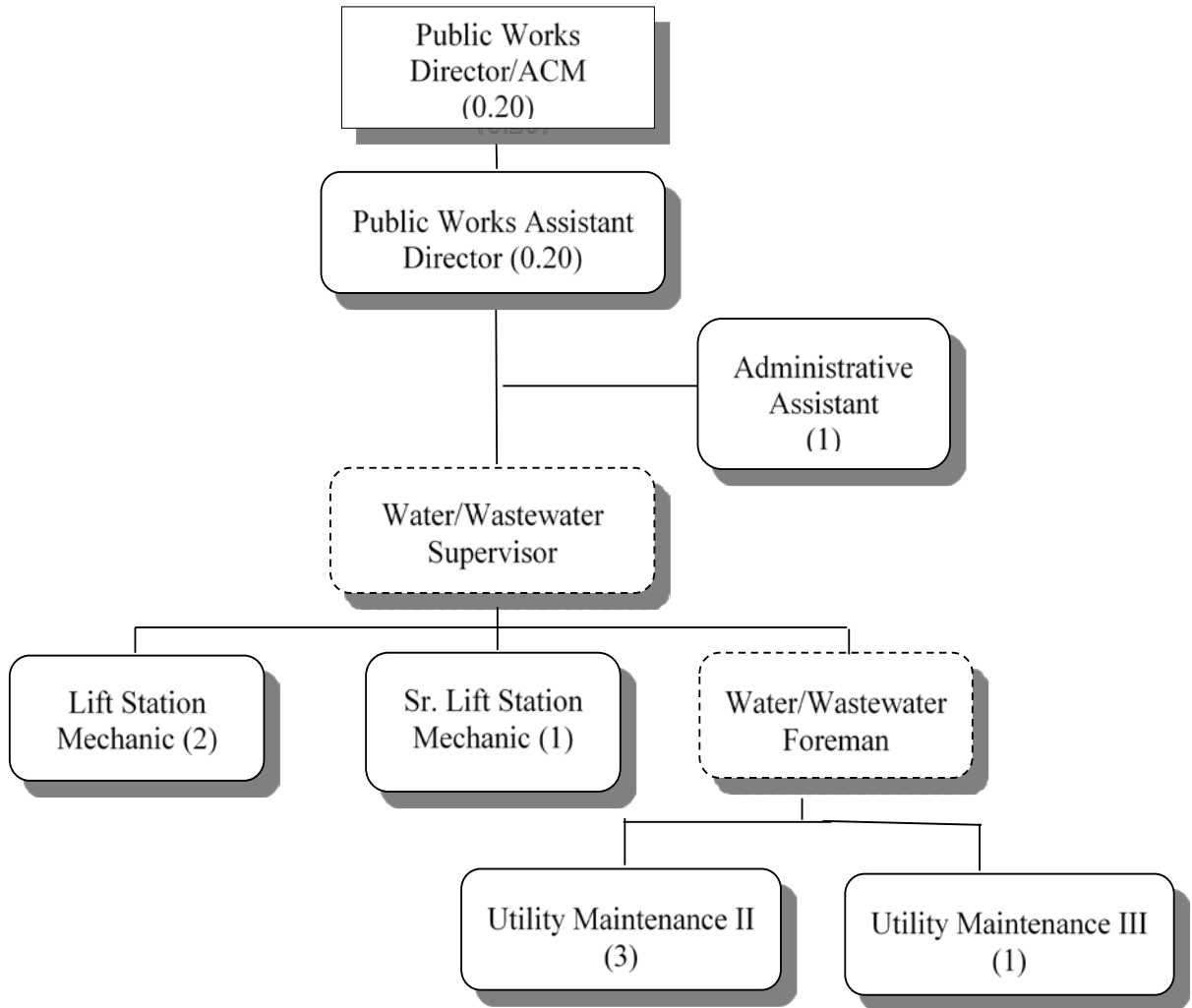
Program Expenditure Budget	\$ 1,940,068	\$ 2,245,183	\$ 2,196,820	\$ 2,211,563	\$ 2,059,670	\$ 2,153,570
Less Revenues Generated:						
343 & 349 Charges For Services	4,097,678	4,294,371	4,100,040	4,847,040	5,053,260	5,937,740
Net Unsupported/(Supported) Budget	<b>\$ (2,157,610)</b>	<b>\$ (2,049,188)</b>	<b>\$ (1,903,220)</b>	<b>\$ (2,635,477)</b>	<b>\$ (2,993,590)</b>	<b>\$ (3,784,170)</b>
% Of Budget Supported By Program	211.2%	191.3%	186.6%	219.2%	245.3%	275.7%



## Organizational Chart

### PUBLIC WORKS DEPARTMENT

#### WASTEWATER DIVISION



JOB CLASS / TITLE	PAY GRADE	ADOPTED FY 15/16	ADOPTED FY 16/17	ADOPTED FY 17/18
Public Works Director/ACM	135	0.20	0.20	0.20
Public Works Assistant Director	131	0.20	0.20	0.20
Sr. Lift Station Mechanic	121	1.00	1.00	1.00
Lift Station Mechanic	120	2.00	2.00	2.00
Administrative Assistance	119	0.00	1.00	1.00
Utility Maintenance III	119	2.00	1.00	1.00
Utility Maintenance II	117	2.00	3.00	3.00
Staff Assistant	116	1.00	0.00	0.00
<b>Total Division</b>		<b>8.40</b>	<b>8.40</b>	<b>8.40</b>

CITY OF SAFETY HARBOR  
ADOPTED FY 2017/2018 BUDGET

<b>Fund:</b> <b>Water &amp; Wastewater</b>	<b>Department:</b> <b>Non-Classified</b>	<b>Fund #:</b> <b>041</b>
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**EXPENDITURE DETAIL**

Acct #	Account Description	Actual 2014-15	Actual 2015-16	Adopted Budget 2016-17	Adjusted Budget 2016-17	Estimated Year End 2016-17	Adopted Budget 2017-18
<b>Water &amp; Wastewater Fixed Assets</b>							
4090-583.69-00	Reclassify Account	\$ (998,590)	\$ (180,952)	\$ -	\$ -	\$ -	\$ -
	Total Water & Wastewater Fixed Assets	(998,590)	(180,952)	-	-	-	-
<b>Internal Services</b>							
4094-590.94-01	Administration Fee Reimb	193,150	224,290	224,000	224,000	224,000	224,000
4094-590.94-25	Engineering Fee Reimb.	277,540	304,860	399,230	399,230	399,230	399,230
4094-590.94-33	Fleet Maint. Reimb	92,930	71,780	66,940	66,940	66,940	66,940
4094-590.94-34	Bldg. Maint. Reimb	42,740	34,390	37,490	37,490	37,490	37,490
	Total Internal Services	606,360	635,320	727,660	727,660	727,660	727,660
<b>Non-Operating Expenses</b>							
4095-581.58-00	Depreciation Expense	1,118,911	1,151,802	1,125,000	1,125,000	1,125,000	1,125,000
	Total Non-Operating Expenses	1,118,911	1,151,802	1,125,000	1,125,000	1,125,000	1,125,000
<b>Other Expenditures</b>							
4095-581.72-50	Amortization Exp Bond Dis	(8,260)	(8,260)	500	500	500	500
4095-581.91-20	2012 Public Improvement Bond	27,000	24,000	24,000	24,000	24,000	-
4095-581.91-22	To Bank Of America Credit	53,550	130,110	130,110	130,110	130,110	200,000
4095-581.91-48	Tsfr To W&S R&R Fund	2,326,000	-	4,565,000	4,565,000	-	8,115,000
	Total Other Expenditures	2,398,290	145,850	4,719,610	4,719,610	154,610	8,315,500
<b>Non-Classified</b>							
4099-588.99-01	Fund Reserve	-	-	1,028,150	2,566,750	2,688,920	5,023,430
	Total Non-Classified	-	-	1,028,150	2,566,750	2,688,920	5,023,430
<b>Total Water &amp; Wastewater Fund</b>		<b>\$ 8,991,381</b>	<b>\$ 8,073,434</b>	<b>\$ 14,242,240</b>	<b>\$ 16,234,857</b>	<b>\$ 11,300,850</b>	<b>\$ 21,925,010</b>

CITY OF SAFETY HARBOR  
ADOPTED FY 2017/2018 BUDGET

**FUND 043 - RECLAIMED WATER**

Acct #	Account Description	Actual 2014-15	Actual 2015-16	Adopted Budget 2016-17	Adjusted Budget 2016-17	Estimated Year End 2016-17	Adopted Budget 2017-18
<b>REVENUE DETAIL</b>							
<b>Miscellaneous Revenue</b>							
4000-361.01-00	Investments	\$ 11,457	\$ 12,157	\$ 13,730	\$ 13,730	\$ 13,680	\$ 13,680
4000-361.50-00	Market Value Adj	2,810	845	-	-	-	-
	Total Miscellaneous Revenue	14,267	13,002	13,730	13,730	13,680	13,680
<b>Miscellaneous Revenue</b>							
4000-389.01-00	Balance Carryforward	-	-	702,040	702,040	701,310	714,990
	Total Miscellaneous Revenue	-	-	702,040	702,040	701,310	714,990
	<b>Total Reclaimed Water Revenue</b>	<b>\$ 14,267</b>	<b>\$ 13,002</b>	<b>\$ 715,770</b>	<b>\$ 715,770</b>	<b>\$ 714,990</b>	<b>\$ 728,670</b>
<b>EXPENDITURE DETAIL</b>							
<b>Non-Classified</b>							
4035-533.99-01	Fund Reserve	-	-	715,770	715,770	714,990	728,670
	Total Non-Classified	-	-	715,770	715,770	714,990	728,670
	<b>Total Reclaimed Water</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 715,770</b>	<b>\$ 715,770</b>	<b>\$ 714,990</b>	<b>\$ 728,670</b>

CITY OF SAFETY HARBOR  
ADOPTED FY 2017/2018 BUDGET

**FUND 047 - WASTEWATER DEVELOPMENT**

Acct #	Account Description	Actual		Adopted	Adjusted	Estimated	Adopted
		2014-15	2015-16	Budget	Budget	Year End	Budget
		2014-15	2015-16	2016-17	2016-17	2016-17	2017-18
<b>REVENUE DETAIL</b>							
<b>Charges For Services</b>							
4000-343.09-90	Sewer Development Fees	\$ 10,100	\$ 20,600	\$ 16,000	\$ 16,000	\$ 32,000	\$ 20,000
	Total Charges For Services	10,100	20,600	16,000	16,000	32,000	20,000
<b>Miscellaneous Revenue</b>							
4000-361.01-00	Investments	14,255	15,358	17,190	17,190	17,250	17,250
4000-361.50-00	Market Value Adj	3,495	1,076	-	-	-	-
	Total Miscellaneous Revenue	17,750	16,434	17,190	17,190	17,250	17,250
<b>Miscellaneous Revenue</b>							
4000-389.01-00	Balance Carryforward	-	-	882,600	882,600	886,430	925,680
	Total Miscellaneous Revenue	-	-	882,600	882,600	886,430	925,680
<b>Total Wastewater Development Revenue</b>							
		\$ 27,850	\$ 37,034	\$ 915,790	\$ 915,790	\$ 935,680	\$ 962,930

**EXPENDITURE DETAIL**

<b>Operating Expenses</b>							
4036-535.52-95	Special Supplies - W&S	\$ 2,728	\$ 10,016	\$ 10,000	\$ 10,000	\$ 10,000	\$ 25,000
	Total Operating Expenses	2,728	10,016	10,000	10,000	10,000	25,000
<b>Non-Classified</b>							
4099-588.99-02	Reserved For Future Exp	-	-	905,790	905,790	925,680	937,930
	Total Non-Classified	-	-	905,790	905,790	925,680	937,930
<b>Total Wastewater Development Fund</b>							
		\$ 2,728	\$ 10,016	\$ 915,790	\$ 915,790	\$ 935,680	\$ 962,930

CITY OF SAFETY HARBOR  
ADOPTED FY 2017/2018 BUDGET

**FUND 048 - WATER & WASTEWATER RENEWAL & REPLACEMENT**

Acct #	Account Description	Actual 2014-15	Actual 2015-16	Adopted Budget 2016-17	Adjusted Budget 2016-17	Estimated Year End 2016-17	Adopted Budget 2017-18
<b>REVENUE DETAIL</b>							
<b>Miscellaneous Revenue</b>							
4000-361.01-00	Investments	\$ 108,825	\$ 109,091	\$ 127,760	\$ 127,760	\$ 134,890	\$ 134,890
4000-361.50-00	Market Value Adj	26,494	7,295	-	-	-	-
	Total Miscellaneous Revenue	135,319	116,386	127,760	127,760	134,890	134,890
<b>Miscellaneous Revenue</b>							
4000-369.09-00	Miscellaneous Revenue	7,417	10,010	5,500	5,500	5,500	5,500
	Total Miscellaneous Revenue	7,417	10,010	5,500	5,500	5,500	5,500
<b>Miscellaneous Revenue</b>							
4000-381.41-00	Tsfr From W&S Revenue Fund	2,326,000	-	4,565,000	4,565,000	-	8,115,000
4000-389.01-00	Balance Carryforward	-	-	4,600,310	6,406,837	7,488,950	2,901,810
	Total Miscellaneous Revenue	2,326,000	-	9,165,310	10,971,837	7,488,950	11,016,810
<b>Total Water &amp; Wastewater Renewal &amp; Replacement</b>		<b>\$ 2,468,736</b>	<b>\$ 126,396</b>	<b>\$ 9,298,570</b>	<b>\$ 11,105,097</b>	<b>\$ 7,629,340</b>	<b>\$ 11,157,200</b>
<b>EXPENDITURE DETAIL</b>							
<b>Water Operating Expenses</b>							
4035-533.52-20	Equipment Parts	\$ 8,841	\$ 2,349	\$ 9,500	\$ 9,500	\$ 9,500	\$ 9,500
4035-533.52-95	Special Supplies - W&S	39,390	31,065	60,000	60,000	60,000	60,000
	Total Operating Expenses	48,231	33,414	69,500	69,500	69,500	69,500
<b>Capital Expenses</b>							
4035-533.63-00	Improv Other Than Bldgs	564,518	195,705	1,600,000	3,144,447	2,994,450	2,220,000
	Total Capital Expenses	564,518	195,705	1,600,000	3,144,447	2,994,450	2,220,000
<b>Total Water</b>		<b>612,749</b>	<b>229,119</b>	<b>1,669,500</b>	<b>3,213,947</b>	<b>3,063,950</b>	<b>2,289,500</b>
<b>Wastewater Operating Expenses</b>							
4036-535.46-20	Equipment Repairs	5,480	8,459	9,000	9,000	9,000	9,000
4036-535.52-20	Equipment Parts	7,184	12,145	12,000	12,000	12,000	12,000
4036-535.52-95	Special Supplies - W&S	14,995	20,395	20,000	20,000	20,000	20,000
	Total Operating Expenses	27,659	40,999	41,000	41,000	41,000	41,000
<b>Capital Expenses</b>							
4036-535.63-00	Improv Other Than Bldgs	1,278,800	656,246	4,465,000	4,727,080	1,622,580	6,270,000
4036-535.64-40	Special Equipment	-	-	-	-	-	-
	Total Capital Expenses	1,278,800	656,246	4,465,000	4,727,080	1,622,580	6,270,000
<b>Total Wastewater</b>		<b>1,306,459</b>	<b>697,245</b>	<b>4,506,000</b>	<b>4,768,080</b>	<b>1,663,580</b>	<b>6,311,000</b>
<b>Water &amp; Wastewater Fixed Assets</b>							
4090-583.69-00	Reclassify Account	(987,383)	(821,768)	-	-	-	-
	Water & Wastewater Fixed Assets	(987,383)	(821,768)	-	-	-	-
<b>Non-Classified</b>							
4099-588.99-02	Reserved For Future Exp	-	-	3,123,070	3,123,070	2,901,810	2,556,700
	Total Non-Classified	-	-	3,123,070	3,123,070	2,901,810	2,556,700
<b>Total Water &amp; Wastewater Renewal &amp; Replacement</b>		<b>\$ 931,825</b>	<b>\$ 104,596</b>	<b>\$ 9,298,570</b>	<b>\$ 11,105,097</b>	<b>\$ 7,629,340</b>	<b>\$ 11,157,200</b>

CITY OF SAFETY HARBOR  
ADOPTED FY 2017/2018 BUDGET

<b>FUND 077 - WASTEWATER ASSESSMENT</b>
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Acct #	Account Description			Adopted	Adjusted	Estimated	Proposed
		Actual	Actual	Budget	Budget	Year End	Budget
		2014-15	2015-16	2016-17	2016-17	2016-17	2017-18
<b>REVENUE DETAIL</b>							
<b>Miscellaneous Revenue</b>							
4000-363.36-00	Interest Wastewater Assessment	\$ 809	\$ 809	\$ 1,000	\$ 1,000	\$ 1,000	\$ 1,000
4000-389.01-00	Balance Carryforward	-	-	22,590	22,590	21,400	22,400
	Total Miscellaneous Revenue	809	809	23,590	23,590	22,400	23,400
	<b>Total Wastewater Assessment Revenue</b>	<b>\$ 809</b>	<b>\$ 809</b>	<b>\$ 23,590</b>	<b>\$ 23,590</b>	<b>\$ 22,400</b>	<b>\$ 23,400</b>

<b>EXPENDITURE DETAIL</b>							
<b>Non-Classified</b>							
4095-581.99-01	Fund Reserve	\$ -	\$ -	\$ 23,590	\$ 23,590	\$ 22,400	\$ 23,400
	Total Non-Classified	-	-	23,590	23,590	22,400	23,400
	<b>Total Wastewater Assessment</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 23,590</b>	<b>\$ 23,590</b>	<b>\$ 22,400</b>	<b>\$ 23,400</b>

## Public Works Department Sanitation Division

The Sanitation Division encompasses five programs: Residential Service, Commercial Dumpster Service, Curbside Recycling Service, Drop-off Recycling Sites and Special Pick-up Service. The Residential Service Program provides once a week curbside garbage collection in 96-gallon automated collection containers, once a week bulk items collection and Wednesday yard-waste collection. The division collects approximately 6,800 homes averaging 6,983.34 tons of garbage a year. Approximately 1,419.94 tons of yard waste is hauled and processed into free mulch for the residents. The Commercial Dumpster Service collects approximately 4,537.72 tons of garbage and 269.81 tons of recycling per year. All of the City's apartments and townhomes are also collected by our commercial routes. These businesses and communities all vary in service from once per week to five days a week collecting either 2 yard, 4 yard, 6 yard, or 8 yard dumpsters. The Curbside Recycling Service is collected once a week in 64-gallon automated collection recycling containers. The program collected 1,419.94 tons of newspaper, mixed paper, all plastics, aluminum/steel cans, glass and cardboard. The apartment complexes receive the same service but are collected in larger containers/dumpsters. There are two drop off recycling sites in Safety Harbor where residents can drop off newspaper, mixed paper, cardboard, aluminum/tin cans, glass and #1-7 plastic containers. These sites contained a total of 153.46 tons of recycling. The Special Pick-up Service provides collection to the community for services that do not fall under the curbside collection requirements. These services entail an additional cost to the residents for the services provided. These include large amounts of yard waste collection, trash collection, clean up dumpster services and appliance collections.



### **Current and Prior Year Accomplishments**

Since the 13/14 fiscal year once a week collection was implemented, landfill fees are still below the prior year by 5 percent. Recycling tonnages in 15/16 have increased by 49 percent over the previous fiscal year 14/15.

### **Fiscal Year 2018 Goals**

Our goal for 2018 is to continue evaluating the recycling and sanitation program to look for ways to improve collection and increase customer satisfaction. Recycling participation will continue to be monitored to target areas for increased tonnages and participation.

### **Long-Term Vision and Future Financial Impact**

The Division will continue to provide, reliable service to the residential and commercial customers. The staff will continue to encourage recycling throughout the City to continue to increase revenue generated from commodities collected, increase landfill diversion and to cut operational costs.

**SANITATION PERFORMANCE INDICATORS**

**FUND: 044 DEPARTMENT: 4532**

	<b>Actual 2014-15</b>	<b>Actual 2015-16</b>	<b>Estimated 2016-17</b>	<b>Adopted 2017-18</b>
<b>Jurisdiction Data</b>				
Population	17,234	17,423	17,606	17,700
Square Miles	5.42	5.42	5.42	5.42
Total # of Full Time Equivalent Employees	176.31	180.60	180.71	180.71
<b>Departmental Inputs</b>				
Total Personnel Services & Operating Expenses	\$ 2,019,839	\$ 1,975,000	\$ 2,131,680	\$ 2,179,310
Total # of Full Time Equivalent Employees	19.15	19.30	19.30	19.30
Total # of Collection Vehicles Used	19	19	20	20
<b>Solid Waste Outputs</b>				
Tons of Refuse Collected	11,309	12,544	10,887	11,000
# of Trips to Resource Facility Commercial	538	561	516	530
# of Trips to Resource Facility Residential	968	948	919	920
Total # of All Trips	1,506	1,509	1,435	1,450
# of Yard Waste Specials	69	116	134	150
# of Commercial Dumpster Specials	63	62	62	60
# of Temporary Dumpsters	428	390	535	500
<b>Recycling</b>				
Tons of Material Collected COMMERCIALY	201	270	228	240
Tons of Material Collected Curbside	1,593	1,599	1,856	1,900
Tons of Material Collected at Drop Off Sites	120	172	145	150
Total of Yard Waste Collected in Tons	1,470	1,420	1,239	1,350
Scrap Metal Collected in Tons	12	23	35	35
<b>Efficiency</b>				
O&M Cost per Ton	\$ 178.60	\$ 157.45	\$ 195.80	\$ 198.12
O&M Cost per Capita	\$ 117.20	\$ 113.36	\$ 121.08	\$ 123.12
O&M Cost per Full Time Equiv. Employee	\$ 105,475	\$ 102,332	\$ 110,450	\$ 112,918
Per Capita per Full Time Equiv. Employee	900	903	912	917



CITY OF SAFETY HARBOR  
ADOPTED FY 2017/2018 BUDGET

**FUND 044 - SANITATION**

Acct #	Account Description	Actual 2014-15	Actual 2015-16	Adopted Budget 2016-17	Adjusted Budget 2016-17	Estimated Year End 2016-17	Adopted Budget 2017-18
<b>REVENUE DETAIL</b>							
<b>Permits, Fees &amp; Special Assessments</b>							
4500-323.07-00	Solid Waste Franchise Fee	\$ 52,363	\$ 48,435	\$ 40,000	\$ 40,000	\$ 50,000	\$ 50,000
	Total Permits, Fees & Special Assessments	52,363	48,435	40,000	40,000	50,000	50,000
<b>Intergovernmental</b>							
4500-331.09-00	Federal Grants	-	3,021	-	-	-	-
4500-334.20-00	Local Grants	-	25,802	13,470	13,470	13,470	13,470
	Total Intergovernmental	-	28,823	13,470	13,470	13,470	13,470
<b>Charges For Services</b>							
4500-343.09-70	Industrial Surcharge	2,085	4,287	2,250	2,250	7,200	3,000
4500-343.40-10	Sanitation/Refuse Charges	2,840,509	2,870,588	2,856,000	2,856,000	2,896,800	2,925,800
	Total Charges For Services	2,842,594	2,874,875	2,858,250	2,858,250	2,904,000	2,928,800
<b>Miscellaneous Revenue</b>							
4500-361.01-00	Investments	28,811	31,768	32,460	32,460	36,260	36,260
4500-361.50-00	Market Value Adj	7,007	2,474	-	-	-	-
4500-364.01-10	Gain/Loss From Sale/Disp	4,900	28,800	10,000	10,000	140	15,000
4500-365.09-10	Recycling Sales	10,787	10,352	10,000	10,000	10,000	10,000
4500-369.02-00	Claims/Insur Settlements	4,640	-	-	-	-	-
4500-369.09-00	Other Misc Revenue	150	-	-	-	-	-
	Total Miscellaneous Revenue	56,295	73,394	52,460	52,460	46,400	61,260
<b>Miscellaneous Revenue</b>							
4500-389.01-00	Balance Carryforward	-	-	1,239,670	1,241,268	1,478,970	1,425,450
	Total Miscellaneous Revenue	-	-	1,239,670	1,241,268	1,478,970	1,425,450
<b>Total Sanitation Revenue</b>							
		\$ 2,951,252	\$ 3,025,527	\$ 4,203,850	\$ 4,205,448	\$ 4,492,840	\$ 4,478,980

CITY OF SAFETY HARBOR  
ADOPTED FY 2017/2018 BUDGET

<b>Fund:</b> <b>Sanitation</b>	<b>Department:</b> <b>Sanitation</b>	<b>Fund #:</b> <b>044</b>
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**EXPENDITURE DETAIL**

Acct #	Account Description	Actual 2014-15	Actual 2015-16	Adopted Budget 2016-17	Adjusted Budget 2016-17	Estimated Year End 2016-17	Adopted Budget 2017-18
<b>Personnel Services</b>							
4532-534.12-01	Salaries & Wages	\$ 724,062	\$ 704,673	\$ 760,620	\$ 743,620	\$ 722,580	\$ 737,800
4532-534.12-10	Reg Wages-Temporary Empl	27,297	49,756	28,000	45,000	40,000	30,000
4532-534.14-00	Overtime-Time & One Half	22,352	29,074	28,800	28,800	28,500	27,360
4532-534.16-00	Compensated Annual Leave	(6)	(18,400)	-	-	-	-
4532-534.17-00	Compensated Sick Leave	5,496	(29,488)	-	-	-	-
	Salaries & Wages Sub-Total	779,201	735,615	817,420	817,420	791,080	795,160
4532-534.21-00	Fica Taxes	52,485	53,140	60,400	60,400	57,460	58,540
4532-534.22-00	Retirement	25,604	32,789	62,180	62,180	59,360	60,980
4532-534.23-00	Life & Health Insurance	216,185	212,311	269,270	269,270	259,750	278,750
4532-534.24-00	Workers Comp Insurance	49,111	48,171	53,550	53,550	54,890	50,330
4532-534.26-00	OPEB	4,375	3,400	-	-	-	-
	Benefits Sub-Total	347,760	349,811	445,400	445,400	431,460	448,600
	Total Personnel Services	1,126,961	1,085,426	1,262,820	1,262,820	1,222,540	1,243,760

**Operating Expenses**

4532-534.32-10	Auditing & Accounting	4,175	4,950	3,990	3,990	3,990	3,990
4532-534.34-60	Uniform Rental & Laundry	2,580	2,827	3,660	3,000	3,000	4,100
4532-534.34-80	Landfill Fees	473,464	475,459	455,000	460,000	460,000	485,000
4532-534.34-81	Recycling Fees	-	500	1,000	1,000	1,000	1,000
4532-534.34-90	Other Fees/Contracts	5,653	19,520	10,540	8,698	8,530	6,140
4532-534.40-01	Employee Travel	1,610	-	1,950	1,370	1,370	2,560
4532-534.41-00	Communication Services	2,483	2,061	2,770	2,770	1,830	1,900
4532-534.43-00	Utilities	4,606	3,784	4,700	4,700	4,000	4,300
4532-534.44-00	Rental & Leases	397	449	450	450	450	450
4532-534.45-00	General Liability Insur	111,825	114,955	119,920	119,920	125,520	102,050
4532-534.46-01	Bldg & Grounds Maintenance	1,140	21,290	2,300	2,300	2,300	2,130
4532-534.46-10	Outside Vehicle Repairs	34,033	24,703	37,000	33,000	37,000	35,000
4532-534.46-20	Equipment Repairs	7,362	7,683	12,000	12,000	12,000	12,000
4532-534.46-30	Radio Maintenance	15	-	-	-	-	-
4532-534.46-40	Maintenance Contracts	519	404	710	710	710	860
4532-534.46-90	Special Services	-	-	-	-	-	1,200
4532-534.47-00	Printing & Binding	750	750	750	750	750	1,000
4532-534.49-30	Other Current Charges	186	157	980	980	980	980
4532-534.49-34	Grant Expenditures	12,433	13,360	13,360	13,840	13,360	13,360

CITY OF SAFETY HARBOR  
ADOPTED FY 2017/2018 BUDGET

<b>Fund:</b> <b>Sanitation</b>	<b>Department:</b> <b>Sanitation</b>	<b>Fund #:</b> <b>044</b>
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**EXPENDITURE DETAIL**

Acct #	Account Description	Actual	Actual	Adopted	Adjusted	Estimated	Adopted
		2014-15	2015-16	Budget	Budget	Year End	Budget
		2016-17	2016-17	2016-17	2016-17	2016-17	2017-18
4532-534.51-10	Office Supplies-General	361	1,074	700	700	700	800
4532-534.51-11	Non-Capital Office Equip	-	2,524	1,600	1,600	-	-
4532-534.52-01	Gas	2,009	1,249	1,800	1,000	770	820
4532-534.52-02	Diesel	105,306	78,581	106,970	106,970	83,900	90,200
4532-534.52-03	Oil & Other Lubricants	6,701	4,318	9,800	9,800	5,000	7,500
4532-534.52-10	Vehicle Parts	32,890	25,995	40,000	40,000	40,000	40,000
4532-534.52-20	Equipment Parts	17,738	15,771	18,000	22,000	18,000	18,000
4532-534.52-30	Small Tools & Supplies	1,660	1,800	1,800	1,800	1,800	1,800
4532-534.52-41	Housekeeping Supplies	483	519	500	500	500	600
4532-534.52-50	Chemicals	545	1,030	1,510	1,510	1,510	1,510
4532-534.52-70	Special Clothing/Uniforms	5,750	5,760	5,730	5,730	5,730	6,560
4532-534.52-80	Tires & Tubes	31,671	32,415	30,000	30,000	30,000	30,000
4532-534.52-90	Special Supplies	21,261	22,981	40,250	40,250	40,250	48,650
4532-534.52-93	Safety Supplies	2,152	2,118	2,200	2,200	2,200	2,200
4532-534.54-20	Memberships & Dues	325	587	940	940	340	940
4532-534.54-30	Educational Costs	795	-	2,250	2,250	1,650	7,950
Total Operating Expenses		892,878	889,574	935,130	936,728	909,140	935,550
<b>Capital Expenses</b>							
4532-534.62-00	Buildings	-	25,903	170,000	170,000	85,000	-
4532-534.63-00	Imprv Other Than Buildings	-	-	30,000	30,000	30,000	-
4532-534.64-01	Automotive Equipment	468,416	423,992	150,000	150,000	141,050	495,000
4532-534.64-40	Special Equipment	85,577	112,088	85,000	85,000	25,000	50,000
Total Capital Expenses		553,993	561,983	435,000	435,000	281,050	545,000
<b>Non-Operating Expenses</b>							
4532-534.72-20	Interest-Customer Deposit	94	104	250	250	250	250
Total Non-Operating Expenses		94	104	250	250	250	250
<b>Total Sanitation</b>		<b>\$ 2,573,926</b>	<b>\$ 2,537,087</b>	<b>\$ 2,633,200</b>	<b>\$ 2,634,798</b>	<b>\$ 2,412,980</b>	<b>\$ 2,724,560</b>

**FUNDING SOURCE**

Program Expenditure Budget	\$ 2,019,839	\$ 1,975,000	\$ 2,197,950	\$ 2,199,548	\$ 2,131,680	\$ 2,179,310
Less Revenues Generated:						
313 Franchise Fees	52,363	48,435	40,000	40,000	50,000	50,000
334 Local Grants	-	28,823	13,470	13,470	13,470	13,470
343 Physical Environment	2,842,594	2,874,875	2,858,250	2,858,250	2,904,000	2,928,800
Net Unsupported/(Supported) Budget	<b>\$ (875,118)</b>	<b>\$ (977,133)</b>	<b>\$ (713,770)</b>	<b>\$ (712,172)</b>	<b>\$ (835,790)</b>	<b>\$ (812,960)</b>
% Of Budget Supported By Program	143.3%	149.5%	132.5%	132.4%	139.2%	137.3%

CITY OF SAFETY HARBOR  
ADOPTED FY 2017/2018 BUDGET

<b>Fund:</b> <b>Sanitation</b>	<b>Department:</b> <b>Sanitation</b>	<b>Fund #:</b> <b>044</b>
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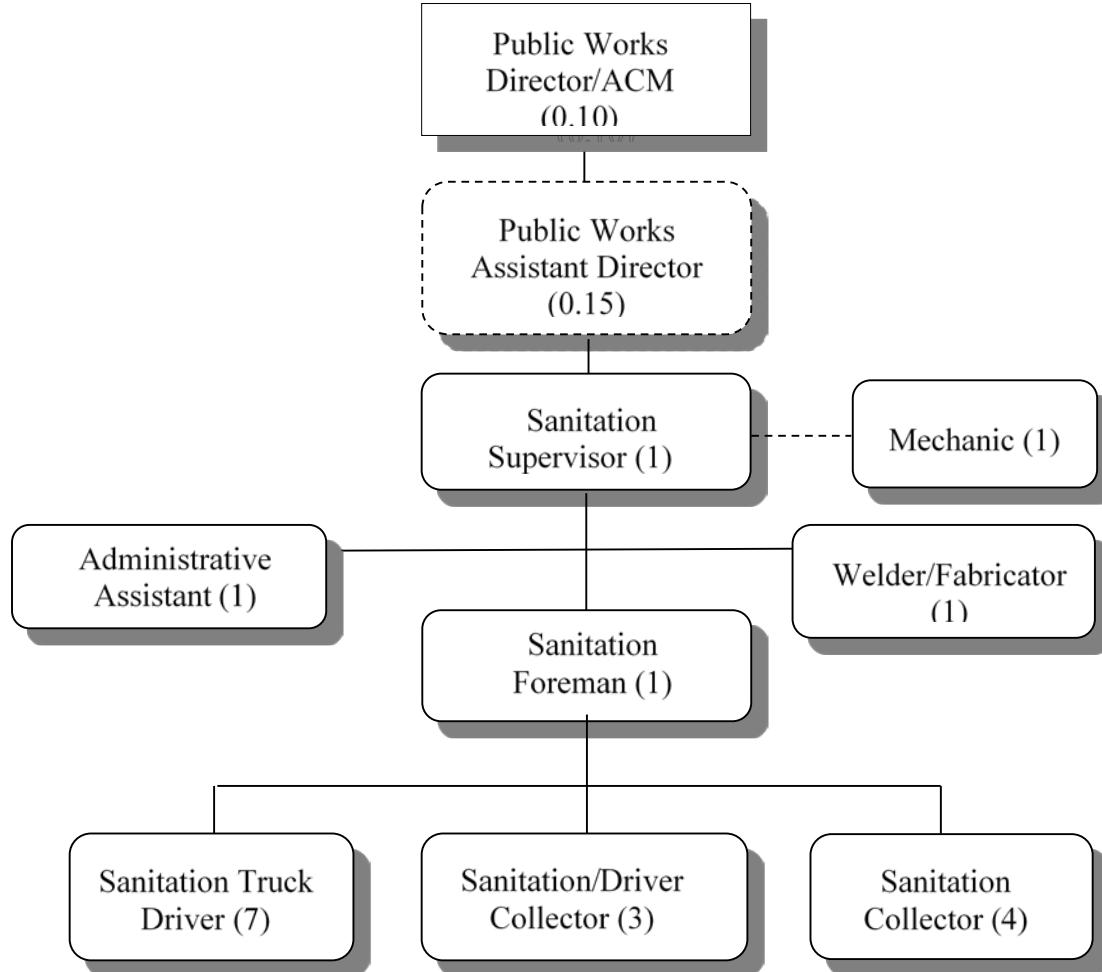
**EXPENDITURE DETAIL**

Acct #	Account Description	Actual 2014-15	Actual 2015-16	Adopted Budget 2016-17	Adjusted Budget 2016-17	Estimated Year End 2016-17	Adopted Budget 2017-18
<b>Sanitation Fixed Assets</b>							
4590-583.69-00	Reclassify Account	\$ (553,993)	\$ (561,983)	\$ -	\$ -	\$ -	\$ -
	Total Sanitation Fixed Assets	(553,993)	(561,983)	-	-	-	-
<b>Internal Services</b>							
4594-590.94-01	Administration Fee Reimb	104,970	127,710	133,100	133,100	133,100	133,100
4594-590.94-16	Data Processing Fee Reimb	8,490	9,000	15,370	15,370	15,370	15,370
4594-590.94-33	Fleet Maint. Reimb	63,890	51,590	48,120	48,120	48,120	48,120
4594-590.94-34	Bldg. Maint. Reimb	5,540	7,180	7,820	7,820	7,820	7,820
	Total Internal Services	182,890	195,480	204,410	204,410	204,410	204,410
<b>Non-Operating Expenses</b>							
4595-581.58-00	Depreciation Expense	325,335	399,122	450,000	450,000	450,000	450,000
	Total Non-Operating Expenses	325,335	399,122	450,000	450,000	450,000	450,000
<b>Non-Classified</b>							
4599-588.99-01	Fund Reserve	-	-	916,240	916,240	1,425,450	1,100,010
	Total Non-Classified	-	-	916,240	916,240	1,425,450	1,100,010
<b>Total Sanitation Fund</b>							
		<b>\$ 2,528,158</b>	<b>\$ 2,569,706</b>	<b>\$ 4,203,850</b>	<b>\$ 4,205,448</b>	<b>\$ 4,492,840</b>	<b>\$ 4,478,980</b>

## Organizational Chart

### PUBLIC WORKS DEPARTMENT

#### SANITATION DIVISION



JOB CLASS / TITLE	PAY GRADE	ADOPTED FY 15/16	ADOPTED FY 16/17	ADOPTED FY 17/18
Public Works Director/ACM	135	0.10	0.10	0.10
Public Works Assistant Director	131	0.10	0.15	0.15
Sanitation Supervisor	127	1.00	1.00	1.00
Sanitation/Recycle Manager	123	0.00	0.00	0.00
Sanitation Foreman	121	1.00	1.00	1.00
Welder/Fabricator	119	1.00	1.00	1.00
Mechanic	119	1.00	1.00	1.00
Administrative Assistant	119	1.00	1.00	1.00
Sanitation Truck Driver	118	7.00	7.00	7.00
Sanitation Driver/Collector	116	3.00	3.00	3.00
Staff Assistant	116	0.00	0.00	0.00
Sanitation Collector	115	3.00	4.00	4.00
<b>Total Division</b>		<b>18.20</b>	<b>19.25</b>	<b>19.25</b>



CITY OF SAFETY HARBOR  
ADOPTED FY 2017/2018 BUDGET

*City of Safety Harbor Pay Plan - General*

Pay Grade	Classification	Hourly Rate		Annual	
		Minimum	Maximum	Minimum	Maximum
122	* Accountant	\$17.43	\$27.99	\$36,254	\$58,219
125	* Accountant/Budget Analyst	\$20.17	\$32.42	\$41,954	\$67,434
118	Accounting Assistant	\$14.34	\$23.05	\$29,827	\$47,944
123	* Accounts Payable Supervisor	\$18.30	\$29.39	\$38,064	\$61,131
119	Administrative Assistant	\$15.06	\$24.19	\$31,325	\$50,315
135	* Assistant City Manager/Department Director	\$37.78	\$60.82	\$78,582	\$126,506
131	* Assistant Finance Director	\$27.84	\$44.72	\$57,907	\$93,018
131	* Assistant Public Works Director	\$27.84	\$44.72	\$57,907	\$93,018
124	Building Inspector	\$19.21	\$30.88	\$39,957	\$64,230
121	Building Maintenance Foreman	\$16.59	\$26.68	\$34,507	\$55,494
115	Building Maintenance Technician	\$12.50	\$20.25	\$26,000	\$42,120
130	* Building Official	\$26.51	\$42.59	\$55,141	\$88,587
115	Bus Driver	\$12.50	\$20.25	\$26,000	\$42,120
118	Business Tax Technician	\$14.34	\$23.05	\$29,827	\$47,944
121	Circulation Supervisor	\$16.59	\$26.68	\$34,507	\$55,494
124	City Arborist	\$19.21	\$30.88	\$39,957	\$64,230
130	* City Clerk	\$26.51	\$42.59	\$55,141	\$88,587
134	* City Engineer	\$35.98	\$57.94	\$74,838	\$120,515
	* City Manager	No Range		Contract	
123	Civil Designer I	\$18.30	\$29.39	\$38,064	\$61,131
125	Civil Designer II	\$20.17	\$32.42	\$41,954	\$67,434
127	* Communications Manager	\$22.24	\$35.74	\$46,259	\$74,339
121	Community Compliance Officer	\$16.59	\$26.68	\$34,507	\$55,494
133	* Community Development Director	\$34.29	\$55.18	\$71,323	\$114,774
127	* Community Planner/GIS Analyst	\$22.24	\$35.74	\$46,259	\$74,339
115	Custodian	\$12.50	\$20.25	\$26,000	\$42,120
116	Customer Service Representative	\$13.01	\$20.90	\$27,061	\$43,472
131	* District Chief (2912 hours)	\$27.84	\$44.72	\$57,907	\$93,018
133	* Finance Director	\$34.29	\$55.18	\$71,323	\$114,774
133	* Fire Chief	\$34.29	\$55.18	\$71,323	\$114,774
127	* Fleet Maintenance Supervisor	\$22.24	\$35.74	\$46,259	\$74,339
115	Groundskeeper	\$12.50	\$20.25	\$26,000	\$42,120
119	Horticulture Worker III	\$15.06	\$24.19	\$31,325	\$50,315
121	Horticulture Foreman	\$16.59	\$26.68	\$34,507	\$55,494
116	Horticulture Worker II	\$13.01	\$20.90	\$27,061	\$43,472
132	* Human Resources Director	\$32.48	\$52.54	\$67,558	\$109,283
121	Human Resources Specialist	\$16.59	\$26.68	\$34,507	\$55,494
128	* Information Technology Manager	\$23.35	\$37.51	\$48,568	\$78,021
125	Information Technology Specialist	\$20.17	\$32.42	\$41,954	\$67,434
124	IT Technician	\$19.21	\$30.88	\$39,957	\$64,230
133	* Leisure Services Director	\$34.29	\$55.18	\$71,323	\$114,774
113	Leisure Services Intern	\$11.24	\$18.06	\$23,379	\$37,565
122	Librarian I	\$17.43	\$27.99	\$36,254	\$58,219
124	Librarian II	\$19.21	\$30.88	\$39,957	\$64,230
115	Library Assistant I	\$12.50	\$20.25	\$26,000	\$42,120
116	Library Assistant II	\$13.01	\$20.90	\$27,061	\$43,472
132	* Library Director	\$32.48	\$52.54	\$67,558	\$109,283
120	Lift Station Mechanic	\$15.81	\$25.40	\$32,885	\$52,832
129	* Maintenance Superintendent	\$24.50	\$39.39	\$50,960	\$81,931
119	Mechanic	\$15.06	\$24.19	\$31,325	\$50,315
115	Meter Reader	\$12.50	\$20.25	\$26,000	\$42,120
121	Multi-Media Specialist	\$16.59	\$26.68	\$34,507	\$55,494
113	On-Call Leisure Services	\$11.24	\$18.06	\$23,379	\$37,565
121	Parks Maintenance Foreman	\$16.59	\$26.68	\$34,507	\$55,494
115	Parks Sanitation Worker	\$12.50	\$20.25	\$26,000	\$42,120
116	Parks Worker II	\$13.01	\$20.90	\$27,061	\$43,472
119	Parks Worker III	\$15.06	\$24.19	\$31,325	\$50,315
116	Permit Technician	\$13.01	\$20.90	\$27,061	\$43,472
134	* Public Works Director	\$35.98	\$57.94	\$74,838	\$120,515

CITY OF SAFETY HARBOR  
ADOPTED FY 2017/2018 BUDGET

*City of Safety Harbor Pay Plan - General*

Pay Grade	Classification	Hourly Rate		Annual	
		Minimum	Maximum	Minimum	Maximum
125	* Recreation Facilities Manager	\$20.17	\$32.42	\$41,954	\$67,434
115	Recreation Leader I	\$12.50	\$20.25	\$26,000	\$42,120
121	Recreation Program Coordinator	\$16.59	\$26.68	\$34,507	\$55,494
129	* Recreation Superintendent	\$24.50	\$39.39	\$50,960	\$81,931
123	Recreation Supervisor	\$18.30	\$29.39	\$38,064	\$61,131
111	Reserved	\$10.20	\$16.37	\$21,216	\$34,050
112	Reserved	\$10.70	\$17.20	\$22,256	\$35,776
114	Reserved	\$11.79	\$18.96	\$24,523	\$39,437
126	Reserved	\$21.19	\$34.03	\$44,075	\$70,782
115	Sanitation Collector	\$12.50	\$20.25	\$26,000	\$42,120
116	Sanitation Driver/Collector	\$13.01	\$20.90	\$27,061	\$43,472
121	Sanitation Foreman	\$16.59	\$26.68	\$34,507	\$55,494
127	* Sanitation Supervisor	\$22.24	\$35.74	\$46,259	\$74,339
118	Sanitation Truck Driver	\$14.34	\$23.05	\$29,827	\$47,944
121	Senior Lift Station Mechanic	\$16.59	\$26.68	\$34,507	\$55,494
118	Senior Permit Technician	\$14.34	\$23.05	\$29,827	\$47,944
128	* Senior Project Engineer	\$23.35	\$37.51	\$48,568	\$78,021
123	Special Events Supervisor	\$18.30	\$29.39	\$38,064	\$61,131
117	Sr. Customer Service Representative	\$13.66	\$21.95	\$28,413	\$45,656
117	Sr. Meter Reader	\$13.66	\$21.95	\$28,413	\$45,656
116	Staff Assistant	\$13.01	\$20.90	\$27,061	\$43,472
119	Streets Stormwater Maintenance III	\$15.06	\$24.19	\$31,325	\$50,315
121	Streets/Stormwater Foreman	\$16.59	\$26.68	\$34,507	\$55,494
115	Streets/Stormwater Maintenance I	\$12.50	\$20.25	\$26,000	\$42,120
117	Streets/Stormwater Maintenance II	\$13.66	\$21.95	\$28,413	\$45,656
127	* Streets/Stormwater Supervisor	\$22.24	\$35.74	\$46,259	\$74,339
106	Summer Counselor-in-Training	\$8.10	\$13.09	\$16,848	\$27,227
113	Summer Leisure Services Staff	\$11.24	\$18.06	\$23,379	\$37,565
116	Tradesworker II	\$13.01	\$20.90	\$27,061	\$43,472
119	Tradesworker III	\$15.06	\$24.19	\$31,325	\$50,315
117	Utilities Maintenance II	\$13.66	\$21.95	\$28,413	\$45,656
119	Utilities Maintenance III	\$15.06	\$24.19	\$31,325	\$50,315
125	* Utility Billing Manager	\$20.17	\$32.42	\$41,954	\$67,434
117	Utility Billing Specialist	\$13.66	\$21.95	\$28,413	\$45,656
118	Water Quality Control Technician	\$14.34	\$23.05	\$29,827	\$47,944
121	Water/Wastewater Foreman	\$16.59	\$26.68	\$34,507	\$55,494
127	* Water/Wastewater Supervisor	\$22.24	\$35.74	\$46,259	\$74,339
120	Welder/Fabricator	\$15.81	\$25.40	\$32,885	\$52,832

*City of Safety Harbor Pay Plan - Fire Department*

City of Safety Harbor Pay Plan - Fire Department						
Pay Grade		Classification	Hourly Rate		Annual	
			Minimum	Maximum	Minimum	Maximum
<b>Fire Administration</b>						
133	*	Fire Chief (2080 hours)	\$34.29	\$55.18	\$71,323	\$114,774
131	*	District Chief (2080 hours)	\$27.84	\$44.72	\$57,907	\$93,018
<b>Firefighters</b>						
F2	**	Firefighter/EMT	\$13.31	\$19.85	\$38,751	\$57,794
F3	**	Firefighter/Paramedic	\$15.49	\$22.69	\$45,106	\$66,062
O1	**	Captain	\$19.16	\$24.80	\$55,789	\$72,218
O2	**	Captain/Paramedic	\$20.12	\$26.04	\$58,578	\$75,828
O3		Fire Inspector (2080 hours)	\$26.82	\$34.72	\$55,789	\$72,218
	**	2912 hours				
	*	Exempt position				



CITY OF SAFETY HARBOR  
ADOPTED FY 2017/2018 BUDGET

Budgeted Personnel - Full-Time & Part-Time

	FY14 Adopted			FY15 Adopted			FY16 Adopted			FY17 Adopted			FY18 Adopted		
<u>Governmental</u>	Full Time	All Other	Total FTEs	Full Time	All Other	Total FTEs	Full Time	All Other	Total FTEs	Full Time	All Other	Total FTEs	Full Time	All Other	Total FTEs
City Manager	0.95	0.35	1.30	0.95	0.35	1.30	0.95	0.35	1.30	0.95	0.35	1.30	0.95	0.35	1.30
City Clerk	1.00	0.35	1.35	1.00	0.35	1.35	1.00	0.35	1.35	1.00	0.35	1.35	1.00	0.35	1.35
Human Resources	1.00	0.88	1.88	1.00	1.00	2.00	1.00	1.00	2.00	2.00	-	2.00	2.00	-	2.00
Finance	3.00	-	3.00	3.00	-	3.00	3.00	-	3.00	3.00	-	3.00	3.00	-	3.00
Planning	3.70	-	3.45	3.70	-	3.70	3.30	-	3.30	3.30	-	3.30	3.30	-	3.30
Building Department	4.00	-	4.00	5.00	-	5.00	5.00	-	5.00	5.00	0.50	5.50	5.00	0.50	5.50
Fire Control & EMS	32.00	-	32.00	29.00	-	29.00	30.00	-	30.00	30.00	-	30.00	30.00	-	30.00
Engineering	4.50	-	4.30	4.30	-	4.30	4.50	-	4.50	4.50	-	4.50	4.50	-	4.50
Streets	10.30	-	10.30	10.20	-	10.20	10.40	-	10.40	10.40	-	10.40	10.40	-	10.40
Fleet Maintenance	3.15	-	3.15	3.05	-	3.05	3.10	-	3.10	3.10	-	3.10	3.10	-	3.10
Building Maintenance	4.30	1.90	5.70	3.80	1.90	5.70	3.80	2.15	5.95	4.80	1.65	6.45	4.80	1.65	6.45
Library	9.00	8.44	17.44	10.00	7.66	17.66	10.00	8.09	18.09	10.00	7.12	17.12	10.00	7.12	17.12
Recreation	11.30	10.23	21.53	11.30	10.67	21.97	12.30	12.51	24.81	12.30	13.64	25.94	12.30	13.64	25.94
Parks	10.30	2.25	13.93	10.80	3.13	13.93	10.80	3.10	13.90	10.80	3.10	13.90	10.80	3.10	13.90
<b>Subtotal General Fund</b>	<b>98.50</b>	<b>24.40</b>	<b>123.33</b>	<b>97.10</b>	<b>25.06</b>	<b>122.16</b>	<b>99.15</b>	<b>27.55</b>	<b>126.70</b>	<b>101.15</b>	<b>26.71</b>	<b>127.86</b>	<b>101.15</b>	<b>26.71</b>	<b>127.86</b>
Marina	0.10	-	0.10	0.10	-	0.10	0.10	-	0.10	0.10	-	0.10	0.10	-	0.10
CRA	0.30	-	0.30	0.30	-	0.30	0.30	-	0.30	0.30	-	0.30	0.30	-	0.30
<b>Total Governmental</b>	<b>98.90</b>	<b>24.40</b>	<b>123.73</b>	<b>97.50</b>	<b>25.06</b>	<b>122.56</b>	<b>99.55</b>	<b>27.55</b>	<b>127.10</b>	<b>101.55</b>	<b>26.71</b>	<b>128.26</b>	<b>101.55</b>	<b>26.71</b>	<b>128.26</b>
<u>Enterprise</u>															
Water & Sewer Finance	9.00	0.70	9.70	10.00	-	10.00	9.00	-	9.00	9.00	-	9.00	9.00	-	9.00
Information Systems	4.00	-	4.00	4.00	-	4.00	4.00	-	4.00	4.00	-	4.00	4.00	-	4.00
Water	7.60	-	7.60	7.20	-	7.20	7.40	-	7.40	6.40	-	6.40	6.40	-	6.40
Wastewater	8.60	-	8.60	8.20	-	8.20	8.40	-	8.40	8.40	-	8.40	8.40	-	8.40
<b>Subtotal Water &amp; Wastewater</b>	<b>29.20</b>	<b>0.70</b>	<b>29.90</b>	<b>29.40</b>	<b>-</b>	<b>29.40</b>	<b>28.80</b>	<b>-</b>	<b>28.80</b>	<b>27.80</b>	<b>-</b>	<b>27.80</b>	<b>27.80</b>	<b>-</b>	<b>27.80</b>
Stormwater	5.20	-	5.20	5.20	-	5.20	5.40	-	5.40	5.40	-	5.40	5.40	-	5.40
Sanitation	18.15	-	18.15	19.15	-	19.15	19.30	-	19.30	19.25	-	19.25	19.25	-	19.25
<b>Total Enterprise</b>	<b>52.55</b>	<b>0.70</b>	<b>53.25</b>	<b>53.75</b>	<b>-</b>	<b>53.75</b>	<b>53.50</b>	<b>-</b>	<b>53.50</b>	<b>52.45</b>	<b>-</b>	<b>52.45</b>	<b>52.45</b>	<b>-</b>	<b>52.45</b>
<b>Total Citywide</b>	<b>151.45</b>	<b>25.10</b>	<b>176.98</b>	<b>151.25</b>	<b>25.06</b>	<b>176.31</b>	<b>153.05</b>	<b>27.55</b>	<b>180.60</b>	<b>154.00</b>	<b>26.71</b>	<b>180.71</b>	<b>154.00</b>	<b>26.71</b>	<b>180.71</b>

## GLOSSARY

**Ad Valorem Taxes** - Real estate and personal property taxes. Webster's New World Dictionary as "in proportion to the value of the property" defines ad Valorem. Local Governments set the levy.

**Adjusted Final Millage** - Under Florida law, the actual tax rate levied by a local government when tax bills are issued. The rate is adjusted for corrected errors in property assessments for tax purposes and for changes in assessments made by property appraisal adjustment boards in each county. Usually such charges are very slight and the adjusted millage sometimes does not change from the levy set by the taxing agency.

**Adopted Millage** - The tax rate certified to a property appraiser by each taxing agency within a county. Adopted millage is to be sent to an appraiser within 30 days after a county's tax roll is certified by the State Department of Revenue and is listed on notices sent to property owners. No taxing agency may approve a levy that is larger than the one it originally adopted.

**Aggregate Millage Rate** - The sum of all property tax levies imposed by the governing body of a county. State law limits the aggregate rate for a county or municipality to \$10 per \$1000 worth of assessed taxable value.

**Assessment** - The value for the tax purposes determined by the property appraiser for a given piece of real property or personal property.

**Balance Forward, Transfers and Other** - Amounts received by the City which are not additions to the assets of the government as a whole, although they may be to the receiving fund. These items include inter-fund transfers, inter-fund reimbursements except the receipts of an internal service fund. Also, includes fund balances carried over from the previous year.

**Budget** - The document that details how much revenue is expected and how it will be spent during a year.

**Capital Improvement** - Land, buildings, structures and all facilities other than buildings, traffic lights, machinery, equipment, automobiles, etc., with a unit cost in excess of \$5,000 and a useful life of one or more years.

**Capital Outlay** - Outlays for the acquisition of or addition to fixed assets. The cost of acquiring land, buildings, equipment, furnishings etc. (See Capital Improvement).

**Charges for Services** - This series of accounts includes all revenues stemming from charges for current services excluding revenues of internal service funds.

**CIP** - Acronym for "Capital Improvement Program".

**Contingency** - Funds that are earmarked for a specific purpose and may be used for emergency expenses or to make up cost overruns during a budget period.

**CRA** - Acronym for "Community Redevelopment Agency".

**Culture and Recreation** - The cost of providing and maintaining cultural and recreational facilities and activities for the benefit of citizens and visitors.

**Current Ad Valorem Taxes** - Property taxes computed as a percentage of the value of the real property or personal property.

**Debt Service** - The expense of retiring such debts as loans and bond issues.

**DEP** - Acronym for "Department of Environmental Protection".

**Depreciation** - The periodic expiration of a plant asset's useful life. There are several methods for computing depreciation. Straight line, which is the most common, divides the value of the asset at acquisition by its estimated useful life. This amount is then charged to expense until the asset is written off. Depreciation is a requirement in proprietary type funds such as enterprises and internal service funds. (It is not used in any other funds, except to establish insurance values, since assets are recorded only in a general grouping.) Depreciation is a non-cash expense; however, it should be budgeted in proprietary funds

to ensure that there is sufficient revenue being collected from rates to cover the expense. Most bond rate covenants require that all operating and maintenance expenses (including depreciation) be covered by revenue from rates.

**Economic Environment** - The cost of providing services that develop and improve the economic condition of the community and its citizens.

**EMS** - Acronym for “Emergency Medical Service”.

**ERU** - Acronym for “Equivalent Residential Unit”.

**Exempt, Exemption, Non-Exempt** - Amounts that state law determines should be deducted from the assessed values of property for tax purposes. Tax rates are applied to the balance, which is called the non-exempt portion of the assessment. Florida law provides for several different property tax exemptions, including homestead, widow/widower, disabled veteran, disability, and low-income senior exemptions. Homestead exemption is a reduction of up to \$50,000 from the assessed value of your home. The first \$25,000 of value is entirely exempt from taxes. The second \$25,000 is exempted from the assessed value between \$50,000 and \$75,000, and does not apply to school taxes. Eligible homeowners must apply for the exemptions by March 1st each year.

**Expenditure** - Decreases in (uses of) financial resources other than through interfund transfers.

**Expense** - A use of financial resources, denoted by its use in the proprietary funds, which are accounted for on a basis consistent with the business accounting model (full accrual basis).

**FEMA** - Acronym for “Federal Emergency Management Agency”.

**Final Millage** - The tax rate adopted at the second public budget hearing of a taxing agency.

**Fines and Forfeitures** - This group of accounts includes revenues received from fines and penalties imposed for the commission of statutory offenses, violations of lawful administrative rules and regulations, and for neglect of official duty. Forfeits include revenues resulting from confiscation of deposits or bonds held as performance guarantees.

**Fiscal Year** - The budget year which runs from October 1st through September 30th.

**FS** - Acronym for “Fire Station”.

**FTE** - Acronym for “Full Time Equivalent”. The definition of FTE (full time equivalent) is the number of working hours that represents one full-time employee during a fixed time period, such as one month or one year. FTE simplifies work measurement by converting work load hours into the number of people required to complete that work.

**Function** - A major class or grouping of activities directed toward a common goal such as improvements to the public safety, improvement of the physical environment, etc. For the purposes utilized in budgetary analysis, the categories of functions have been established by the State of Florida and financial reports must be grouped according to those established functions.

**Fund** - A fiscal and accounting entity with a self-balancing set of accounts recording cash and other financial resources, together with all related liabilities and residual equities or balances and changes therein, which are segregated for the purpose of carrying on specific activities or attaining certain objectives in accordance with special regulations, restrictions or limitations.

**Fund Balance** - Unspent funds that can be included as a source in the following year's budget.

**FY** - Acronym for “Fiscal Year”.

**General Government** - A major class of services provided by the legislative, judicial and administrative branches of City government as a whole. This classification encompasses the Board of City Commissioners, administration (including central service staff departments), auditing, property appraiser, tax collector, finance, legal, planning, judicial, and various other general government services.

**Grants and Aids** - Includes all grants, subsidies and contributions to other governmental agencies and private organizations excluding the transfers to agencies within the same governmental entity.

**Indirect Costs** - Cost associated with, but not directly attributable to, the providing of a product or service. There are usually costs incurred by other departments in the support of operating departments.

**Infrastructure** - Includes water and sewer lines, streets and roads, communications, drainage systems, and public facilities such as fire houses, parks, etc.

**Interfund Transfers** - Transfers among funds. These are utilized to track items for management purposes. They represent a "double counting" and, therefore, are subtracted when computing a "net" operating budget.

**Inter-Governmental Revenues** - This group of accounts includes all revenues received from federal, state and other local governmental sources in the form of grants, shared revenues and payments in lieu of taxes.

**Internal Services** - Those expenses incurred exclusively by internal service funds in providing goods and services to user departments or agencies.

**Intra-Governmental Revenues** - Those revenues derived from goods and services furnished by central service agencies of the City to other departments and funds.

**IT** - Acronym for "Information Technology".

**Licenses, Permits, and Other Taxes** - Revenue derived from the issuance of local licenses, permits and other taxes. Licenses include both professional and occupational licenses; permits consist of building and various other permits; other taxes consist of user type taxes, franchise fees and delinquent Ad Valorem taxes.

**Mill** - 1/1000 of one dollar; used in computing taxes by multiplying adopted millage rate per thousand, taxable value.

**Miscellaneous Revenue** - Revenue from sources not otherwise provided for in preceding categories. This includes interest earnings, rents and royalties, special assessments, sale and compensation for loss of fixed assets, sale of surplus materials and contributions from private sources.

**Non-Operating** - Includes all transfers between funds that do not represent operating expenditures.

**Object Code** - An account to which an expense or expenditure is recorded in order to accumulate and categorized the various types of payments that are made by government. These are normally grouped into Personal Services, Operating Capital and Other categories for budgetary analysis and financial reporting purposes. The State of Florida Uniform Accounting System mandates certain object codes.

**Operating Costs** - Also known as Operating and Maintenance costs, these are the expenses of day-to-day operations and exclude personal services and capital costs.

**Operating Fund** - Also called general fund. Usually, the operating fund is the major portion of a budget. It details the expenses of day-to-day operations.

**Other Expenses or Expenditures** - These include items of a non-expense or expenditure in nature such as reserves, transfers to other funds, depreciation and debt service.

**Personal Property** - Livestock, commercial equipment and furnishings, attachments to mobile homes, railroad cars and similar possessions that are taxable under state law.

**Personal Services** - Costs related to compensating employees including salaries, wages and benefit costs.

**Physical Environment and Utilities** - The cost of services provided by the City for the primary purpose of achieving a satisfactory living environment by controlling and utilizing elements of the environment.

**Property Appraiser** - Elected county official responsible for setting property valuations for tax purposes and preparing the annual tax roll.

**PT** - Acronym for “Part-Time”.

**Public Safety** - A major category of services provided by the City for the security of persons and property.

**Real Property** - Land and the buildings and other structures attached to it that are taxable under state law.

**Revenue** - An increase in (source of) fund financial resources other than from interfund transfers or debt issue proceeds.

**Revenue Sharing** - State money allocated to local governments.

**Rolled Back Rate** - That millage rate which, when multiplied times the tax rate roll, would yield the same amount of revenue for the taxing authority as was yielded by the millage rate levied in the previous year. In normal circumstances, as the tax roll rises by virtue of reassessment, the rolled back rate will be slightly lower than the previous year's millage levy. This reduced rate multiplied by the value of the new construction/annexations added to the roll during the year provides the only source of additional tax revenue if the rolled back is levied.

**R&R** - Acronym for “Renewal & Replacement”.

**SWFWMD** - Acronym for “Southwest Florida Water Management District”.

**Tax Base** - The total property valuations on which each taxing agency levies its tax rates.

**Tax Roll** - The certification of assessed/taxable values prepared by the Property Appraiser and presented to the taxing authority by July 1 (or later if an extension is granted by the State of Florida) of each year.

**Tax Year** - A calendar year from January 1<sup>st</sup> to December 31<sup>st</sup>. The tax roll for the current calendar year would be used in figuring the next year's budget. The tax bills mailed November 1<sup>st</sup> represent the property taxes due for the next tax year.

**Tentative Millage** - The tax rate in the first public hearing of a taxing agency. Under state law, the agency may reduce, but not increase, the tentative millage during the second budget hearing.

**Transfers, Reserves and Other** - This is a basic account category to provide for disbursements that are not classified as expenditures.

**Transportation** - Costs of services provided by the City for the safe and adequate flow of vehicles, travelers and pedestrians.

**Truth in Millage Law** - Also called the TRIM BILL, a 1980 law that changed the budget process for local taxing agencies. It was designed to keep the public informed about the taxing intentions of the agencies.

**Uniform Accounting System** - The chart of accounts prescribed by the Office of the State Comptroller designed to standardize financial information to facilitate comparison and evaluation reports.

**Voted Millage** - Property tax levies authorized by voters within a taxing agency. Bond issues that are backed by property taxes are a common form of voted millage in the state. Such issues are called general obligation bonds.

**SAFETY HARBOR, FLORIDA**  
**CAPITAL IMPROVEMENT PROGRAM**  
**FY 2017/18 – FY 2021/22**



**FY 2017/2018 – FY 2021/2022 CAPITAL IMPROVEMENT PROGRAM**

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September 25, 2017

Citizens, Honorable Mayor and City Commission:

Pursuant to the City Code, the Adopted Capital Improvement Program (CIP) of the City of Safety Harbor for Fiscal Years 2017/2018 - 2021/2022 is hereby presented to the City Commission. The CIP budget is prepared in coordination with the Capital Improvement Element of the City's Comprehensive Plan, which is due annually in December.

The CIP includes all projects and equipment (with a useful life of ten or more years) that exceed \$25,000 as well as projects and equipment with fewer years of useful life that meet the criteria of capital improvements. Staff continues to include maps and pictures related to the projects in the CIP whenever possible. The CIP contains five-year summaries by project type, by fund and revenues by source. The revenue summary includes fund balance and carry-overs in the "other" category. Only new revenues are listed by source. A summary page is provided detailing each project. The summary sheet includes project location, description, justification, funding source and cost detail.

The Five-Year Capital Improvements Plan (CIP) for FY 2017/18 – FY 2021/22 is presented with funded projects totaling \$38,743,160 of which \$13,253,460 is planned for expenditure during the FY 2017/18 Budget Year. Expenditures by category in FY 2017/18 are: Drainage - \$558,000; Streets/Sidewalks - \$500,000; Capital Projects - \$1,879,400; Water & Wastewater - \$378,060; Sanitation - \$545,000; Water & Wastewater R & R - \$8,490,000; Parkland - \$485,000; Transportation Impact Fees - \$306,000; and CRA - \$112,000.

All budgeted expenditures are balanced with estimated revenues. In preparing the CIP, all revenue sources were utilized and each fund was programmed in such a manner as to maximize the number of projects that could be implemented with available funding, manpower and other known constraints within the adopted fiscal year. If sufficient funding is not available, projects are either deferred to a later year, deleted, or unfunded, in which case staff seeks the availability of potential grant funding or alternate funding mechanisms. Some of the projects included in the capital plan are on-going maintenance, repair, and renewal projects that are funded on an annual basis. Management will work within current and future budgetary constraints. However, in order to satisfy full funding of all projects within the five year CIP, a multitude of funding sources will be needed including Penny for Pinellas, State Revenue Sharing, State and Federal Grants, Enterprise Fund Revenue, Impact Fees, and CRA funds. Additionally, in order to fully fund all projects, new debt will need to be issued beginning in FY 2017/18 and ending in FY 2021/22.

The following projects do not represent all capital expenditures, only CIP projects. Each department and Fund has recurring capital expenditures that do not meet the criteria to be a CIP project.

By formally adopting a five-year program and its first-year relationship to the budget, the Commission establishes a firm statement relative to upcoming City improvements. The Capital Program presents a legislative declaration of intent of future projects. The anticipated means of financing each project will be evaluated and discussed each year.

Respectfully submitted,

Matthew Spoor  
City Manager





## **FUNDING SOURCE DESCRIPTIONS**

**Stormwater Utility Fees:** The City of Safety Harbor Commission adopted an ordinance effective November 1, 1991 establishing the Stormwater Utility Fee. The current rate, as adopted by the City Commission December 19, 2016 and effective January 1, 2017, is \$8.50 per ERU (Equivalent Residential Unit) and is set to increase to \$10.00 October 1, 2017.

**Local Option Gas Tax:** Pinellas County levied a tax on motor fuel in accordance with Florida Statute 336.025(1)(a). The State of Florida collects and remits the tax to Pinellas County and the City receives its proceeds according to the distribution formula in the Interlocal Agreement. Per the terms of the first amendment of the Interlocal Agreement, the agreement expires on December 31, 2017. These revenues are restricted to use for road or street improvements.

**Penny for Pinellas:** These revenues are the 1% sales tax reapproved in Pinellas County by voter referendum in March 1997, effective for 10 years until January 2010. The referendum for another ten year extension took place in 2007, effective until January 2020. A referendum vote to extend the tax for an additional ten years through 2030 is scheduled for November 7, 2017. The State of Florida Department of Revenue collects the tax and remits to Pinellas County. The City receives its distribution of 1.2282% in accordance with the Interlocal Agreement with Pinellas County. These revenues are restricted to use on Infrastructure and are referred to as "Penny for Pinellas".

**Water and Wastewater Fund Revenues:** These revenues are derived from regular charges for service to customers of the City's Water and Wastewater System. The current rate structure for water is a tiered water rate table adopted December 19, 2016 that provided for an annual 11.50 percent increase for five years beginning January 1, 2017.

**Sewer Development Fee:** This fee was established in 1978 by City ordinance. The fee for new residents is \$400.00 for the first water closet and \$100.00 for each additional water closet. These dollars are restricted for system expansion.

**Parkland Dedication Fee:** Parkland fees were established in 1990 for new residential units. The fee is \$315.00 per residence. The revenue is restricted to use for improvements of park facilities.

**Sanitation Refuse Charges:** These revenues are derived from regular charges for service to customers of the City's Sanitation system. Effective October 1, 2009, the monthly residential rate is \$22.32. These charges were not adjusted as a result of the comprehensive utility rate study adopted by City Commission December 19, 2016.

**Other:** Other sources of funding include grants from state and local governments, cooperative funds, balances forward (prior year available fund balance), interest earned on reserves and investments, debt proceeds and non-revenue transfers from other funds.

CITY OF SAFETY HARBOR  
ADOPTED FY2017/2018 BUDGET

**ADOPTED FY 2018-2022 CIP - SUMMARY BY YEAR**

Project Name	Project #	Fund	Division	Account #	FY 2017/2018	FY 2018/2019	FY 2019/2020	FY 2020/2021	FY 2021/2022	Five Year Total
<b>FUNDED CIP PROJECTS</b>										
<b>GOVERNMENTAL FUNDS</b>										
Street Resurfacing Program	ST0013	Street Improvement	Streets	014-2031-541-6300	300,000	-	300,000	200,000	500,000	1,300,000
Roadway Underdrain R&R	ST0034	Street Improvement	Streets	014-2031-541-6300	50,000	50,000	50,000	50,000	50,000	250,000
Miscellaneous Street Repair	ST0039	Street Improvement	Streets	014-2031-541-6300	40,000	50,000	50,000	50,000	50,000	240,000
Sidewalk Repair and Replacement	ST0001	Street Improvement	Streets	014-2031-541-6300	40,000	45,000	45,000	45,000	45,000	220,000
Curb Replacements	ST0019	Street Improvement	Streets	014-2031-541-6300	35,000	35,000	35,000	35,000	35,000	175,000
New Sidewalk Construction	ST0032	Street Improvement	Streets	014-2031-541-6300	20,000	25,000	25,000	25,000	25,000	120,000
Street Sign Improvement	ST0038	Street Improvement	Streets	014-2031-541-6300	15,000	15,000	15,000	15,000	15,000	75,000
Bridge Improvements	ST0031	Street Improvement	Streets	014-2031-541-6300	-	110,000	-	-	-	110,000
Marina channel dredging	MAR010	Marina Boat Basin	Marina	015-2057-575-6300	-	60,000	125,000	-	-	185,000
Replace Vehicle #804	PSV007	Capital Projects	Fire Control	032-3022-522-6401	-	80,000	-	-	-	80,000
Replace Vehicle #801	PSV006	Capital Projects	Fire Control	032-3022-522-6401	-	70,000	-	-	-	70,000
Replace Vehicle #802	PSV010	Capital Projects	Fire Control	032-3022-522-6401	-	-	70,000	-	-	70,000
Replace Vehicle #852	PSV009	Capital Projects	Fire Control	032-3022-522-6401	-	-	-	650,000	-	650,000
Replace Vehicle #805	PDV004	Capital Projects	Engineering	032-3025-539-6401	28,000	-	-	-	-	28,000
Main Street Intersections Brick Street Reconstruction	ST0041	Capital Projects	Streets	032-3031-541-6300	50,000	-	200,000	-	-	250,000
West Side of Philippe Parkway South of Enterprise Imp.	ST0042	Capital Projects	Streets	032-3031-541-6300	-	30,000	-	100,000	-	130,000
Citywide Brick Street Restoration	ST0028	Capital Projects	Streets	032-3031-541-6300	20,000	20,000	20,000	20,000	20,000	100,000
Material Storage Containment System - Allocated	PWI005	Capital Projects	Streets	032-3031-541-6300	-	50,000	-	-	-	50,000
Replace 1999 Dump Truck (Vehicle #341)	STV005	Capital Projects	Streets	032-3031-541-6401	-	-	94,000	-	-	94,000
Replace 2004 1-Ton Dump Truck (Vehicle #350)	STV004	Capital Projects	Streets	032-3031-541-6401	-	-	51,000	-	-	51,000
Replace 1999 Aerial Lift Truck (Vehicle #343)	STV006	Capital Projects	Streets	032-3031-541-6401	-	-	-	164,900	-	164,900
Replace 1999 1-Ton Dump Truck (Vehicle #415)	STV007	Capital Projects	Streets	032-3031-541-6401	-	-	-	40,400	-	40,400
Replace 2006 1 1/2 Ton Flatbed Truck (Vehicle #369)	STV008	Capital Projects	Streets	032-3031-541-6401	-	-	-	-	86,600	86,600
Fuel tank monitoring system	FLE003	Capital Projects	Fleet	032-3033-519-6440	-	25,000	-	-	-	25,000
Library 2nd Floor Meeting Room Addition	LB2020	Capital Projects	Library	032-3055-571-6200	-	-	300,000	2,000,000	-	2,300,000
Library Partial Carpet Replacement	LBCARP	Capital Projects	Library	032-3055-571-6300	10,400	-	-	-	-	10,400
Community Center Improvements - Building	PR0052	Capital Projects	Recreation	032-3056-572-6200	850,000	-	-	-	-	850,000
Community Center Improvements - Other than Building	PR0052	Capital Projects	Recreation	032-3056-572-6300	185,000	100,000	-	-	-	285,000
Rigsby Center Improvements	PR0038	Capital Projects	Recreation	032-3056-572-6300	-	-	-	25,000	-	25,000
Clearwater Capital Joint Use Agreement	PR0067	Capital Projects	Recreation	032-3056-572-6300	50,000	50,000	50,000	50,000	50,000	250,000
Replacement of Vehicle #450	PKV008	Capital Projects	Recreation	032-3056-572-6401	-	98,000	-	-	-	98,000
Replacement of Vehicle #447	PKV011	Capital Projects	Recreation	032-3056-572-6401	-	-	-	25,000	-	25,000
Floor Cleaning Machine	PR0066	Capital Projects	Recreation	032-3056-572-6440	15,000	-	-	-	-	15,000

CITY OF SAFETY HARBOR  
ADOPTED FY2017/2018 BUDGET

ADOPTED FY 2018-2022 CIP - SUMMARY BY YEAR

Project Name	Project #	Fund	Division	Account #	FY 2017/2018	FY 2018/2019	FY 2019/2020	FY 2020/2021	FY 2021/2022	Five Year Total
Parks & BM Admin Land Acq	BLLAND	Capital Projects	Parks	032-3058-572-6100	-	-	-	-	500,000	500,000
Fishing Pier Shelter Improvements	PR0057	Capital Projects	Parks	032-3058-572-6200	155,000	-	-	-	-	155,000
MSP & NCP Storage Improvements	PR0022	Capital Projects	Parks	032-3058-572-6200	40,000	-	-	-	-	40,000
SHCP Ball Field Light Replacement	PKI024	Capital Projects	Parks	032-3058-572-6300	250,000	-	-	-	-	250,000
Mease Park Playground Replacement	PKI005	Capital Projects	Parks	032-3058-572-6300	75,000	-	-	-	-	75,000
Boat Ramp Decking Replacement	MAR011	Capital Projects	Parks	032-3058-572-6300	50,000	-	-	-	-	50,000
MSP Tennis Court Light Replacement	PR0039	Capital Projects	Parks	032-3058-572-6300	20,000	-	-	-	-	20,000
SHCP Turf Replacement & Additions	PR0064	Capital Projects	Parks	032-3058-572-6300	-	160,000	-	-	-	160,000
SHCP Walking Trail	PKI032	Capital Projects	Parks	032-3058-572-6300	-	50,000	-	-	-	50,000
NCP Improvements	PKI031	Capital Projects	Parks	032-3058-572-6300	-	35,000	-	-	-	35,000
SHCP Irrigation, Electric & Contactor Replacements	PKI030	Capital Projects	Parks	032-3058-572-6300	-	28,000	-	-	-	28,000
SHCP Ball Field Improvements	PKI027	Capital Projects	Parks	032-3058-572-6300	-	15,000	-	15,000	-	30,000
SHCP Dugout Improvements	PKI028	Capital Projects	Parks	032-3058-572-6300	-	-	80,000	-	-	80,000
Ian Tillmann Skate Park Shade Structure	PR0033	Capital Projects	Parks	032-3058-572-6300	-	-	25,000	-	-	25,000
Outdoor Fitness Zones	PKI033	Capital Projects	Parks	032-3058-572-6300	-	-	-	60,000	60,000	120,000
Replace Vehicle #400	PKV010	Capital Projects	Parks	032-3058-572-6401	-	25,000	-	-	-	25,000
Parks Bobcat & Trailer	PKE007	Capital Projects	Parks	032-3058-572-6440	45,000	-	-	-	-	45,000
Replace 1992 Ford Tractor & Tiller (ID #949 in Parks)	PKI010	Capital Projects	Parks	032-3058-572-6440	23,000	-	-	-	-	23,000
Parks Utility Vehicle	PKE008	Capital Projects	Parks	032-3058-572-6440	13,000	-	13,000	-	13,000	39,000
Parks Equipment Replacement & Renewal	PKE006	Capital Projects	Parks	032-3058-572-6440	-	51,000	32,000	28,000	35,000	146,000
Portable Generator Replacements	PR0040	Capital Projects	Parks	032-3058-572-6440	-	-	80,000	-	-	80,000
Kubota Backhoe Replacement	PKE009	Capital Projects	Parks	032-3058-572-6440	-	-	-	-	45,000	45,000
Waterfront Park Phase II	CRAWPD	Parkland	Parks	063-3058-572-6300	400,000	-	-	-	-	400,000
Folly Farms Improvements (Weiss property)	FOLLY	Parkland	Parks	063-3058-572-6300	85,000	-	-	-	-	85,000
Elm Street Property Development (old school grounds)	PDI006	Parkland	Parks	063-6058-572-6300	-	-	-	-	-	-
Philippe Park Pedestrian Bridge	PDI009	Transportation Impact Fee	Streets	064-6031-541-6300	150,000	-	-	-	-	150,000
Miscellaneous Bicycle/Pedestrian Projects	ST0044	Transportation Impact Fee	Streets	064-6031-541-6300	100,000	-	-	-	-	100,000
MLK Sidewalk at Folly Farms	ST0045	Transportation Impact Fee	Streets	064-6031-541-6300	56,000	-	-	-	-	56,000
Veterans Memorial Improvements	PKI026	CRA	Parks	067-6517-515-6300	82,000	-	-	-	-	82,000
Baranoff Oak Tree Reinforcement	CRTREE	CRA	Parks	067-6517-515-6300	13,000	-	-	-	-	13,000
17-foot Artificial Holiday Tree for Gazebo	CRHOLT	CRA	Parks	067-6517-515-6300	10,000	-	-	-	-	10,000
Oak Tree Lightning Protection System	CRTREE	CRA	Parks	067-6517-515-6300	7,000	-	-	-	-	7,000
<b>TOTAL GOVERNMENTAL FUNDS</b>					<b>\$ 3,282,400</b>	<b>\$ 1,277,000</b>	<b>\$ 1,660,000</b>	<b>\$ 3,598,300</b>	<b>\$ 1,529,600</b>	<b>\$11,347,300</b>

CITY OF SAFETY HARBOR  
ADOPTED FY2017/2018 BUDGET

**ADOPTED FY 2018-2022 CIP - SUMMARY BY YEAR**

Project Name	Project #	Fund	Division	Account #	FY 2017/2018	FY 2018/2019	FY 2019/2020	FY 2020/2021	FY 2021/2022	Five Year Total
<b>ENTRERPRISE FUNDS</b>										
Stormwater Improvements	DR0006	Stormwater	Stormwater	011-2037-538-6300	\$ 240,000	\$ -	\$ 65,000	\$ 130,000	\$ 75,000	\$ 510,000
Pipe Relining	DR0050	Stormwater	Stormwater	011-2037-538-6300	150,000	114,000	105,000	110,000	75,000	554,000
Philippe Parkway Sidewalk Flume	ST0035	Stormwater	Stormwater	011-2037-538-6300	2,500	19,000				21,500
2nd Street South at 6th Avenue Intersection Improvements	ST0046	Stormwater	Stormwater	011-2037-538-6300	2,500		43,000			45,500
Coventry East Cul-e-sac Pavement Improvements	ST0047	Stormwater	Stormwater	011-2037-538-6300	2,500			24,000		26,500
MLK Street at Powhatan Street Pavement Improvements	ST0048	Stormwater	Stormwater	011-2037-538-6300	2,500				45,000	47,500
Material Storage Containment System - Allocated	PWI005	Stormwater	Stormwater	011-2037-538-6300	-	50,000	-	-	-	50,000
Replace 1991 Ford 12-yard dump truck (Vehicle #337)	SMV006	Stormwater	Stormwater	011-2037-538-6401	148,000	-	-	-	-	148,000
Replace 2002 3/4 Ton Dump Truck (Vehicle #348)	SMV003	Stormwater	Stormwater	011-2037-538-6401	-	44,000	-	-	-	44,000
Replace 2000 GMC Kodiak Dump (Vehicle #344)	SMV008	Stormwater	Stormwater	011-2037-538-6401	-	-	-	103,000	-	103,000
Zero-Turn Radius Commercial Grade Mower	SME008	Stormwater	Stormwater	011-2037-538-6440	10,000	-	-	-	-	10,000
City Hall Network Server Replacement	WSIE04	Water & Wastewater	Information Technology	041-4016-513-6440	130,000	-	-	-	-	130,000
City-wide Phone System Replacement	WSIE02	Water & Wastewater	Information Technology	041-4016-513-6440	90,060	-	-	-	-	90,060
Plotter: Shared Use by Engineering/Leisure Services/Library	WSIE03	Water & Wastewater	Information Technology	041-4016-513-6440	11,000	-	-	-	-	11,000
Material Storage Containment System - Allocated	PWI005	Water & Wastewater	Water	041-4035-533-6300	-	25,000	-	-	-	25,000
Replace 3/4 Ton Pick Up Truck (Vehicle #203)	WTV005	Water & Wastewater	Water	041-4035-533-6401	-	30,000	-	-	-	30,000
Replace Water Quality Utility Van (Vehicle #236)	WTV006	Water & Wastewater	Water	041-4035-533-6401	-	-	32,000	-	-	32,000
Replace 2004 GMC Sierra 2500 Pickup (Vehicle #204)	WTV007	Water & Wastewater	Water	041-4035-533-6401	-	-	-	45,000	-	45,000
Replace Portable Light Towers #618 and #639	WTE005	Water & Wastewater	Water	041-4035-533-6440	-	30,000	-	-	-	30,000
Replace Portable Air Compressor #629	WTE006	Water & Wastewater	Water	041-4035-533-6440	-	20,000	-	-	-	20,000
Replace Wellpoint Pump	WTE002	Water & Wastewater	Water	041-4035-533-6440	-	-	50,000	-	-	50,000
Replace Forklift (Vehicle #993)	WTE008	Water & Wastewater	Water	041-4035-533-6440	-	-	-	75,000	-	75,000
Material Storage Containment System - Allocated	PWI005	Water & Wastewater	Wastewater	041-4036-535-6300	-	25,000	-	-	-	25,000
Replace 5-Yard Dump Truck (Vehicle #217)	SWV004	Water & Wastewater	Wastewater	041-4036-535-6401	90,000	-	-	-	-	90,000
Replace 2005 1-Ton Hydro Jet Truck (Vehicle #274)	SWV003	Water & Wastewater	Wastewater	041-4036-535-6401	-	-	120,000	-	-	120,000
Replace TV Step Van (Vehicle #206)	SWV002	Water & Wastewater	Wastewater	041-4036-535-6401	-	-	-	-	275,000	275,000
Replace Portable Pump #620	SWE006	Water & Wastewater	Wastewater	041-4036-535-6440	57,000	-	-	-	-	57,000
SCADA System Survey & Design	SWE007	Water & Wastewater	Wastewater	041-4036-535-6440	-	50,000	-	-	-	50,000
SCADA System Phase I	SWE008	Water & Wastewater	Wastewater	041-4036-535-6440	-	-	75,000	-	-	75,000
SCADA System Phase II	SWE009	Water & Wastewater	Wastewater	041-4036-535-6440	-	-	-	75,000	-	75,000

CITY OF SAFETY HARBOR  
ADOPTED FY2017/2018 BUDGET

ADOPTED FY 2018-2022 CIP - SUMMARY BY YEAR

Project Name	Project #	Fund	Division	Account #	FY 2017/2018	FY 2018/2019	FY 2019/2020	FY 2020/2021	FY 2021/2022	Five Year Total
Material Storage Containment System - Allocated	PW1005	Sanitation	Sanitation	044-4532-534-6300	-	50,000	-	-	-	50,000
Replace Side Loader #316	SNV015	Sanitation	Sanitation	044-4532-534-6401	300,000	-	-	-	-	300,000
Replace roll-off truck #331	SNV026	Sanitation	Sanitation	044-4532-534-6401	165,000	-	-	-	-	165,000
Extended Cab Pick Up #399	SNV021	Sanitation	Sanitation	044-4532-534-6401	30,000	-	-	-	-	30,000
Replace side loaders #317	SNV027	Sanitation	Sanitation	044-4532-534-6401	-	310,000	-	-	-	310,000
Replace Front Loader #514	SNV025	Sanitation	Sanitation	044-4532-534-6401	-	275,000	-	-	-	275,000
Dumpster Transporter (Vehicle #318)	SNV022	Sanitation	Sanitation	044-4532-534-6401	-	93,000	-	-	-	93,000
Replace Side Loader #308	SNV024	Sanitation	Sanitation	044-4532-534-6401	-	-	310,000	-	-	310,000
Refurbish (1) Side Loader #509	SNV023	Sanitation	Sanitation	044-4532-534-6401	-	-	185,000	-	-	185,000
Replace Side Loader #309	SNV028	Sanitation	Sanitation	044-4532-534-6401	-	-	-	325,000	-	325,000
Replace Rear Loader #303	SNV029	Sanitation	Sanitation	044-4532-534-6401	-	-	-	-	200,000	200,000
Replace Rear Loader #304	SNV030	Sanitation	Sanitation	044-4532-534-6401	-	-	-	-	200,000	200,000
Recycling Containers	SNE002	Sanitation	Sanitation	044-4532-534-6440	50,000	-	50,000	-	50,000	150,000
CNG Filling Station (moved to Sanitation FY17 not funded)	FLE006	Sanitation	Sanitation	044-4532-534-6440	-	-	-	-	-	-
Green Springs Subdivision Water Main	UT0084	Water & Wastewater R & R	Water	048-4035-533-6300	1,000,000	-	-	-	-	1,000,000
Huntington Office Park/North City Park Water Main	UT0086	Water & Wastewater R & R	Water	048-4035-533-6300	800,000	-	-	-	-	800,000
Espiritu Santo Springs/Washington Brennan Water Main <sup>2</sup>	UT0091	Water & Wastewater R & R	Water	048-4035-533-6300	280,000	1,200,000	-	-	-	1,480,000
Cypress Trace Water Main	UTW002	Water & Wastewater R & R	Water	048-4035-533-6300	140,000	-	-	-	-	140,000
North Bay Hills Water Main Replacement Phase III	UT0097	Water & Wastewater R & R	Water	048-4035-533-6300	-	240,000	1,200,000	-	-	1,440,000
Seminole Park and Harbor Heights Water Main	UT0096	Water & Wastewater R & R	Water	048-4035-533-6300	-	200,000	1,000,000	-	-	1,200,000
Philippe Pointe Pedestrian Bridge Water Main	UT0095	Water & Wastewater R & R	Water	048-4035-533-6300	-	100,000	250,000	-	-	350,000
Pinellas Avenue Water Main & Fire Protection	UT0094	Water & Wastewater R & R	Water	048-4035-533-6300	-	75,000	200,000	-	-	275,000
North Bay Hills Water Main Replacement Phase IV	UTW001	Water & Wastewater R & R	Water	048-4035-533-6300	-	-	170,000	800,000	-	970,000
Maple Way Water Lines - Survey & Design	UTW003	Water & Wastewater R & R	Water	048-4035-533-6300	-	-	-	-	100,000	100,000
Radio Frequency Meter Replacement	UT0101	Water & Wastewater R & R	Water	048-4035-533-6440	-	95,000	90,000	90,000	90,000	365,000
Northeast Regional Wastewater Treatment Plant	UT0005	Water & Wastewater R & R	Wastewater	048-4036-535-6300	2,700,000	847,800	890,000	-	-	4,437,800
Washington-Brennan/N. Bayshore Sewer Replacement <sup>1</sup>	UT0085	Water & Wastewater R & R	Wastewater	048-4036-535-6300	1,200,000	-	-	-	-	1,200,000
Water & Wastewater I & I Study	UTS003	Water & Wastewater R & R	Wastewater	048-4036-535-6300	750,000	-	-	-	-	750,000
North Bayshore Lift Station Force Main Repair	UT0102	Water & Wastewater R & R	Wastewater	048-4036-535-6300	720,000	-	-	-	-	720,000
Briar Creek Mobile Home Community Reline Sewer Main <sup>1</sup>	UT0087	Water & Wastewater R & R	Wastewater	048-4036-535-6300	700,000	-	-	-	-	700,000
Cypress Trace Force Main Relocation	UTS002	Water & Wastewater R & R	Wastewater	048-4036-535-6300	140,000	-	-	-	-	140,000
Highlands Lift Station Repair	UT0093	Water & Wastewater R & R	Wastewater	048-4036-535-6300	60,000	-	-	-	-	60,000

CITY OF SAFETY HARBOR  
ADOPTED FY2017/2018 BUDGET

**ADOPTED FY 2018-2022 CIP - SUMMARY BY YEAR**

Project Name	Project #	Fund	Division	Account #	FY 2017/2018	FY 2018/2019	FY 2019/2020	FY 2020/2021	FY 2021/2022	Five Year Total
Joyce & Irwin Street Sewer Line <sup>2</sup>	UT0074	Water & Wastewater R & R	Wastewater	048-4036-535-6300	-	1,500,000	-	-	-	1,500,000
South Green Springs Subdivision Reline Sewer Main	UT0078	Water & Wastewater R & R	Wastewater	048-4036-535-6300	-	1,000,000	-	-	-	1,000,000
North Bayshore Lift Station Repair	UT0089	Water & Wastewater R & R	Wastewater	048-4036-535-6300	-	60,000	-	-	-	60,000
Baywoods I, II & III Subdivisions Reline Sewer Mains <sup>3</sup>	UT0092	Water & Wastewater R & R	Wastewater	048-4036-535-6300	-	-	2,100,000	-	-	2,100,000
Cypress Hollow Lift Station Repair	UT0100	Water & Wastewater R & R	Wastewater	048-4036-535-6300	-	-	100,000	-	-	100,000
Southwest Sanitary Sewer Main Relining	UTS001	Water & Wastewater R & R	Wastewater	048-4036-535-6300	-	-	-	900,000	-	900,000
Harbor Woods Lift Station Repair	UT0103	Water & Wastewater R & R	Wastewater	048-4036-535-6300	-	-	-	100,000	-	100,000
Master Lift Station Improvements	UTS004	Water & Wastewater R & R	Wastewater	048-4036-535-6300	-	-	-	-	50,000	50,000
<b>TOTAL ENTERPRISE FUNDS</b>					<b>\$ 9,971,060</b>	<b>\$ 6,452,800</b>	<b>\$ 7,035,000</b>	<b>\$ 2,777,000</b>	<b>\$ 1,160,000</b>	<b>\$27,395,860</b>
<b>TOTAL FUNDED CIP PROJECTS</b>					<b>\$13,253,460</b>	<b>\$ 7,729,800</b>	<b>\$ 8,695,000</b>	<b>\$ 6,375,300</b>	<b>\$ 2,689,600</b>	<b>\$38,743,160</b>

**UNFUNDED PROJECTS**

Stormwater improvements	DR0006	\$ 260,000	\$ 500,000	\$ -	\$ 50,000	\$ 810,000
Street Resurfacing Program	ST0013	200,000	-	200,000	-	400,000
Sidewalk Repair and Replacement	ST0001	5,000	-	-	-	5,000
Bridge Improvements	ST0031	25,000	-	25,000	25,000	75,000
New Sidewalk Construction	ST0032	5,000	-	-	-	5,000
Miscellaneous Street Repair	ST0039	10,000	100,000	-	100,000	210,000
Roadway Underdrain R&R	ST0034	50,000	50,000	50,000	50,000	200,000
Curb Replacements	ST0019	25,000	-	25,000	-	50,000
CNG Filling Station	FLE006	-	-	300,000	-	300,000
Elm Street Property Development (old school grounds)	PDI006	250,000	-	-	-	250,000
<b>TOTAL UNFUNDED PROJECTS</b>		<b>\$ 830,000</b>	<b>\$ 650,000</b>	<b>\$ 600,000</b>	<b>\$ 225,000</b>	<b>\$ 2,305,000</b>

<sup>1</sup> Projected to be bond-funded in FY18

<sup>2</sup> Projected to be bond-funded in FY19

<sup>3</sup> Projected to be bond-funded in FY20





CITY OF SAFETY HARBOR  
ADOPTED FY2017/2018 BUDGET

**5-YEAR REVENUE FOR CIP PROJECTS  
BY SOURCE**

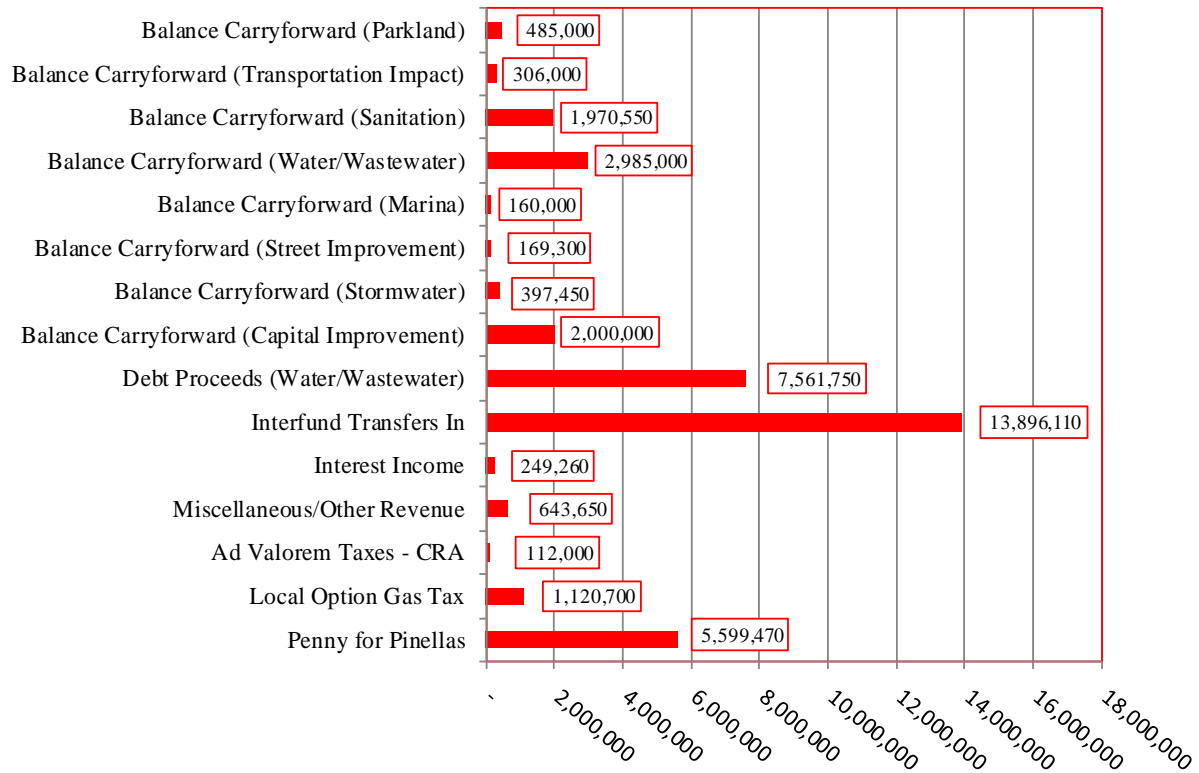
	2017/18	2018/19	2019/20	2020/21	2021/22	TOTAL 5 YR CIP
Stormwater Revenue	\$ 185,620	\$ 201,800	\$ 187,500	\$ 317,000	\$ 195,000	\$ 1,086,920
Penny for Pinellas	1,851,710	859,590	987,860	1,118,390	781,920	5,599,470
Local Option Gas Tax	254,300	130,000	256,900	220,000	259,500	1,120,700
Ad Valorem Taxes - CRA	112,000	-	-	-	-	112,000
Miscellaneous/Other Revenue	-	-	109,400	236,550	297,700	643,650
Interest Income	52,620	52,610	88,940	27,410	27,680	249,260
Interfund Transfers In	8,315,000	1,891,110	3,090,000	200,000	400,000	13,896,110
Debt Proceeds (Water/Wastewater)	378,060	3,806,690	2,377,000	1,000,000	-	7,561,750
Balance Carryforward (Capital Improvement)	-	-	-	2,000,000	-	2,000,000
Balance Carryforward (Stormwater)	347,450	-	-	50,000	-	397,450
Balance Carryforward (Street Improvement)	45,700	-	63,100	-	60,500	169,300
Balance Carryforward (Marina)	-	60,000	100,000	-	-	160,000
Balance Carryforward (Water/Wastewater)	375,000	-	1,010,000	1,085,000	515,000	2,985,000
Balance Carryforward (Sanitation)	545,000	728,000	424,300	120,950	152,300	1,970,550
Balance Carryforward (Transportation Impact)	306,000	-	-	-	-	306,000
Balance Carryforward (Parkland)	485,000	-	-	-	-	485,000
Total	\$ 13,253,460	\$ 7,729,800	\$ 8,695,000	\$ 6,375,300	\$ 2,689,600	\$ 38,743,160

**5-YEAR CAPITAL EXPENDITURES  
BY TYPE**

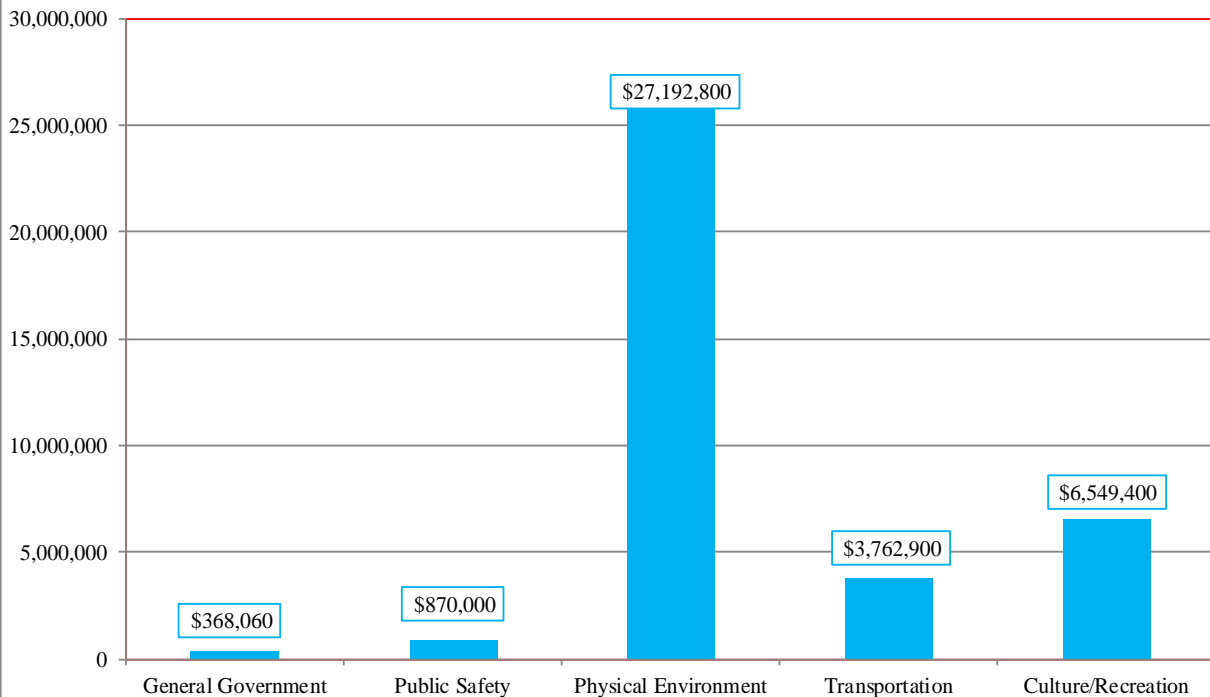
	2017/18	2018/19	2019/20	2020/21	2021/22	TOTAL 5 YR CIP
General Government	\$ 343,060	\$ 25,000	\$ -	\$ -	\$ -	\$ 368,060
Public Safety	-	150,000	70,000	650,000	-	870,000
Physical Environment	9,768,000	6,452,800	7,035,000	2,777,000	1,160,000	27,192,800
Transportation	876,000	430,000	885,000	745,300	826,600	3,762,900
Culture/Recreation	2,266,400	672,000	705,000	2,203,000	703,000	6,549,400
Total	\$ 13,253,460	\$ 7,729,800	\$ 8,695,000	\$ 6,375,300	\$ 2,689,600	\$ 38,743,160

CITY OF SAFETY HARBOR  
ADOPTED FY2017/2018 BUDGET

**5-YEAR REVENUE FOR CIP PROJECTS  
BY SOURCE**



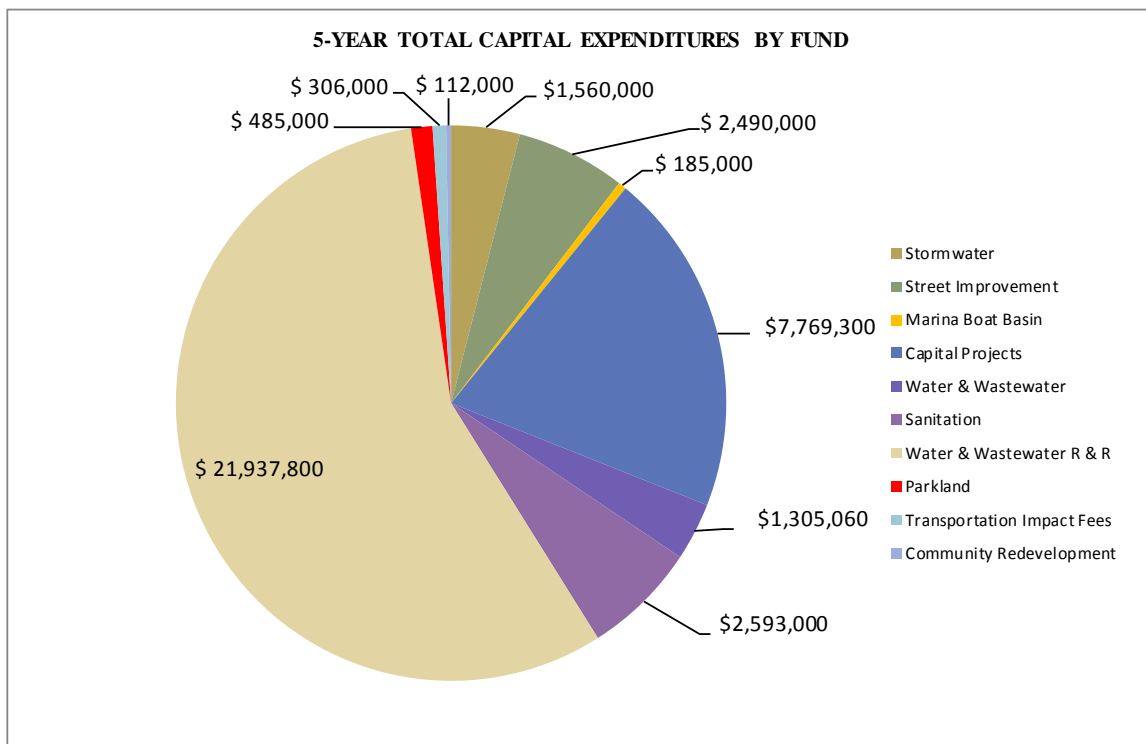
**5-YEAR CAPITAL EXPENDITURES BY TYPE**



CITY OF SAFETY HARBOR  
ADOPTED FY2017/2018 BUDGET

**5-YEAR CAPITAL EXPENDITURES  
BY FUND**

	2017/18	2018/19	2019/20	2020/21	2021/2022	TOTAL 5 YR CIP
Stormwater	\$ 558,000	\$ 227,000	\$ 213,000	\$ 367,000	\$ 195,000	\$ 1,560,000
Street Improvement	500,000	330,000	520,000	420,000	720,000	2,490,000
Marina Boat Basin	-	60,000	125,000	-	-	185,000
Capital Projects	1,879,400	887,000	1,015,000	3,178,300	809,600	7,769,300
Water & Wastewater	378,060	180,000	277,000	195,000	275,000	1,305,060
Sanitation	545,000	728,000	545,000	325,000	450,000	2,593,000
Water & Wastewater R & R	8,490,000	5,317,800	6,000,000	1,890,000	240,000	21,937,800
Parkland	485,000	-	-	-	-	485,000
Transportation Impact Fees	306,000	-	-	-	-	306,000
Community Redevelopment	112,000	-	-	-	-	112,000
Total	\$ 13,253,460	\$ 7,729,800	\$ 8,695,000	\$ 6,375,300	\$ 2,689,600	\$ 38,743,160





CITY OF SAFETY HARBOR  
ADOPTED FY2017/2018 BUDGET

**FUND # 011 - STORMWATER**

	<u>2017/18</u>	<u>2018/19</u>	<u>2019/20</u>	<u>2020/21</u>	<u>2021/22</u>
<b>REVENUES:</b>					
Stormwater Revenue *	\$ 1,370,000	\$ 1,411,100	\$ 1,453,433	\$ 1,497,036	\$ 1,541,947
Interest	24,930	25,200	25,500	25,800	26,100
Total Revenues	1,394,930	1,436,300	1,478,933	1,522,836	1,568,047
Carry Over	352,590	5,140	19,190	78,873	22,859

<b>TOTAL REVENUES</b>	<b>\$ 1,747,520</b>	<b>\$ 1,441,440</b>	<b>\$ 1,498,123</b>	<b>\$ 1,601,709</b>	<b>\$ 1,590,906</b>
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**APPROPRIATIONS:**

Capital Improvements	Proj #					
Stormwater Improvements	DR0006	240,000	-	65,000	130,000	75,000
Pipe Relining	DR0050	150,000	114,000	105,000	110,000	75,000
Street Improvement Projects	ST0035	2,500	19,000	-	-	-
2nd St. S. @ 6th Ave. Intersection Improvements	ST0046	2,500	-	43,000	-	-
Coventry Ease Cul-de-sac Pavement Improvement	ST0047	2,500	-	-	24,000	-
MLK @ Powhatan Pavement Improvements	ST0048	2,500	-	-	-	45,000
Material Storage Containment System - Allocated	PWI005	-	50,000	-	-	-
Replace 2002 3/4 Ton Dump Truck (Vehicle #348)	SMV003	-	44,000	-	-	-
Replace 1991 Ford 12-yard dump truck (Vehicle #337)	SMV006	148,000	-	-	-	-
Replace 2000 GMC Kodiak Dump (Vehicle #344)	SMV008	-	-	-	103,000	-
Zero-Turn Radius Commercial Grade Mower	SME008	10,000	-	-	-	-
Capital Improvements Total		558,000	227,000	213,000	367,000	195,000
Stormwater Dept. Costs		1,088,630	1,099,500	1,110,500	1,116,100	1,121,700
Interfund Transfers Out						
To Debt Service Funds		95,750	95,750	95,750	95,750	95,750
Total Interfund Transfers Out		95,750	95,750	95,750	95,750	95,750
FUND RESERVE		5,140	19,190	78,873	22,859	178,456

<b>BUDGETED APPROPRIATIONS</b>	<b>\$ 1,747,520</b>	<b>\$ 1,441,440</b>	<b>\$ 1,498,123</b>	<b>\$ 1,601,709</b>	<b>\$ 1,590,906</b>
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\* FY18 rate study increase to \$10.00 from FY17 rate of \$8.50  
FY19 to FY22 annual 3% increase per rate study

**UNFUNDED PROJECTS**

Stormwater Improvements	DR0006	\$ 260,000	\$ 500,000	\$ -	\$ 50,000	\$ -
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CITY OF SAFETY HARBOR  
ADOPTED FY2017/2018 BUDGET

<b>Fund No:</b>	11						
<b>Department:</b>	37 - Stormwater						
<b>Project Title:</b>	Stormwater Drainage						
<b>Funding Source:</b>	Stormwater Revenue, Other						
<b>Location:</b>	Citywide						
<b>Account:</b>	011-2037-538-6300						
PROJECT COSTS							
<b>Project Description</b>	<b>Project #</b>	<b>FY 17/18</b>	<b>FY 18/19</b>	<b>FY 19/20</b>	<b>FY 20/21</b>	<b>FY 21/22</b>	<b>5 YR TOTAL</b>
Stormwater Improvements	DR0006	240,000		65,000	130,000	75,000	510,000
Pipe Relining	DR0050	150,000	114,000	105,000	110,000	75,000	554,000
Philippe Parkway Sidewalk Flume	ST0035	2,500	19,000				21,500
2nd Street South at 6th Avenue Intersection Improvements	ST0046	2,500		43,000			45,500
Coventry East Cul-de-sac Pavement Improvements	ST0047	2,500			24,000		26,500
MLK Street at Powhatan Street Pavement Improvements	ST0048	2,500				45,000	47,500
Material Storage Containment System	PWI005		50,000				50,000
<b>TOTAL</b>		<b>\$ 400,000</b>	<b>\$ 183,000</b>	<b>\$ 213,000</b>	<b>\$ 264,000</b>	<b>\$ 195,000</b>	<b>\$ 1,255,000</b>

**JUSTIFICATIONS**

**ONGOING**

**Citywide Stormwater Improvements:** Provides the minor improvements to storm drain system at various locations throughout the city. Provides for short stretches of pipe, ditch work and drainage structures, i.e. catch basins. Specific stormwater improvement locations are listed below.

**Pipe Relining:** Existing drainage pipes, especially corrugated metal pipes are deteriorating at various locations throughout the city. These funds will allow repair of pipes on an as needed basis. Specific pipe relining locations are listed below.

**STORMWATER IMPROVEMENTS:** Development and implementation of specific creek/ditch bank or other stormwater structure repair or replacement projects where erosion issues are causing damage to the existing bank, both private and public property, the drainage area and overall stormwater system. The goal of this program is to provide improvements to the citywide storm drainage system at various locations throughout the City as the need arises. Sufficient funds have not been identified to fully fund all projects; currently projects totaling \$260,000 in FY 17/18, \$500,000 in FY 18/19 and \$50,000 in FY 20/21 are unfunded.

**FY 17/18**

**Mullet Creek @ Harbor Lake Drive:** Erosion along private property has realigned the creek located in a City stormwater easement and displaced soil into the flow line. The soil needs to be removed, both directions of location need stabilized, and the creek straightened. This ditch carries stormwater flow from other areas of the city and helps prevent various localized flooding.

**FY 18/19**

**Tall Pines Drive: Design:** Years of stormwater flow and time itself is eroding the banks of the ditch within the right-of-way of Tall Pine Drive. This site needs 650 feet of dredging and bank stabilization behind Rainbow Court. A block wall on private property adjacent to the right-of-way is showing signs of undermining and potential collapse. Should the wall collapse, it would block the flow and flooding could occur. This ditch carries stormwater flow from other areas of the City and helps prevent various localized flooding. Design costs programmed for this project are currently unfunded.

**FY 19/20**

**Tall Pine Drive: Construction:** Construction phase begins to stabilize the bank of the ditch that flows directly into the Bishop Creek attenuation pond. Construction costs for this project are currently unfunded.

**FY 20/21**

**Bishop Creek Harbor Woods:** Due to the volume of stormwater that travels this section of Bishop Creek silt and sediment are deposited in this area from up stream. Periodic dredging is needed to obtain flow to Tampa Bay.

**FY 21/22**

**10<sup>th</sup> Avenue North and 3<sup>rd</sup> Street North Design:** Drainage is out of date catch boxes and pipes need to be replaced. (CMP/Brick)

**PIPE RELINING:** This project entails the annual rehabilitation/reconstruction of salvageable, deteriorated storm drain lines. Existing corrugated metal pipes are deteriorating at various locations throughout the City. These funds will allow for the repair of the deteriorated and collapsing pipes.

**FY 17/18**

**250 9<sup>th</sup> Ave. North:** (2) - 430 feet – 18 inch x 24 inch pipes that are in need of lining to eliminate groundwater infiltration and pipe collapse.

**FY 18/19**

**Park Street:** Approximately 325 feet of 24 inch RCP is starting to crack and showing signs of failure. This pipe drains the public roadway of Park Street.

**FY 19/20**

**9<sup>th</sup> Avenue South Pipe Relining:** Approximately 880 feet (510 feet -15 inch, 75 feet - 18 inch, 295 feet - 24 inch) of corrugated metal pipe have begun to fail creating holes and voids within the public drainage easement. These pipes drain the public roadways.

**FY 21/22**

**Railroad Storm Pipe Crossings:** The stormwater drainage pipes that convey the City's stormwater flow from west to east under the railroad are of utmost importance.

- Alligator Lake – 50 feet of 36 inch RCP pipe
- 9<sup>th</sup> Avenue North and Main Street – 70 feet of 24 inch RCP
- 9<sup>th</sup> Avenue North – 100 feet of 24 inch RCP 2 pipes
- Widgeon Avenue – 60 feet of 50 inch steel pipe, 60 feet of 60 inch RCP
- Bridgeport – 40 feet of 30 inch RCP

**OTHER STORMWATER DIVISION IMPROVEMENTS:**

**FY 17/18**

**ST0035, ST0046, ST0047, ST0048 – Street Improvement Projects:** These are projects that require survey, design, and roadway reconstruction to improve an existing condition that inhibits the proper pavement drainage due to differences in roadway grades.

**ST0035 – Philippe Parkway Sidewalk Flume:** Topographic Survey to be used as a basis of in-house design.

**ST0046 – 2<sup>nd</sup> Street South at 6<sup>th</sup> Avenue Intersection Improvements:** Topographic Survey to be used as a basis of in-house design.

**ST0047 – Coventry East Cul-de-sac Pavement Improvements:** Topographic Survey to be used as a basis of in-house design.

**ST0048 – MLK Street at Powhatan Street Pavement Improvements:** Topographic Survey to be used as a basis of in-house design.

**FY 18/19**

**ST0035 – Philippe Parkway Sidewalk Flume:** Improvements will alleviate flooding issues near 1075 Philippe Parkway with the removal of existing PVC pipes, and the installation of a concrete flume to allow stormwater to discharge into the right-of-way ditch culvert.

**Material Storage Containment System:** The 100' x 25' storage containment system would be used to keep materials such as street sweeping debris, rock aggregate for pipe bedding, sediment from manholes and catch basins, asphalt millings, road base, and occasional discharge from sanitation/recycling trucks. The costs for this Public Works project are being allocated among the participating Public Works divisions.

**FY 19/20**

**ST0046 – 2<sup>nd</sup> Street South at 6<sup>th</sup> Avenue Intersection Improvements:** Project will re-pave and re-grade intersection to alleviate stormwater flooding and allow positive drainage towards existing storm inlet.

**FY 20/21**

**ST0047 – Coventry East Cul-de-sac Pavement Improvements:** Re-pave and re-grade cul-de-sac to alleviate stormwater ponding at the nose of the cul-de-sac and provide positive drainage toward the existing storm inlet.

**FY 21/22**

**ST0048 – MLK Street at Powhatan Street Pavement Improvements:** Stormwater ponding occurs at low spots in front of driveways along south side of MLK Street. Project will re-pave and re-grade MLK Street from Powhatan Street east to provide positive drainage west along southern curb into the existing storm inlet on Powhatan Street.



CITY OF SAFETY HARBOR  
ADOPTED FY2017/2018 BUDGET

<b>Fund No:</b>	11						
<b>Department:</b>	37 - Stormwater						
<b>Project Title:</b>	Stormwater Division Vehicles						
<b>Funding Source:</b>	Stormwater Revenues						
<b>Location:</b>	Public Works, 1200 Railroad Ave.						
<b>Account:</b>	011-2037-538-6401						
<b>PROJECT COSTS</b>							
<b>Project Description</b>	<b>Project #</b>	<b>FY 17/18</b>	<b>FY 18/19</b>	<b>FY 19/20</b>	<b>FY 20/21</b>	<b>FY 21/22</b>	<b>5 YR TOTAL</b>
Replace 1991 Ford 12 Yard Dump Truck (vehicle 337)	SMV006	148,000					148,000
Replace 2002 GMC 3/4 ton dump truck (vehicle 348)	SMV003		44,000				44,000
Replace 2000 GMC Kodiak dump truck (vehicle 344)	SMV008				103,000		103,000
<b>TOTAL</b>		<b>\$ 148,000</b>	<b>\$ 44,000</b>	<b>\$ -</b>	<b>\$ 103,000</b>	<b>\$ -</b>	<b>\$ 295,000</b>

**JUSTIFICATIONS**

**FY17/18**

**Replace vehicle 337:** Vehicle 337 is a 1991 Ford 12 Yard Dump truck used by the Stormwater Division to transport materials to and from the field. By FY 18/19, this vehicle will be 28 years old and will have met its useful life.

**FY 18/19**

**Replace vehicle 348:** Vehicle 348 is a 2002 GMC ¾ ton dump truck used daily by the Stormwater Division to transport material and equipment to and from the field. Vehicles of this type have a useful life of 8-10 years. By FY 17/18, this vehicle will be 16 years old and will have met its useful life.

**FY 20/21**

**Replace vehicle 344:** Vehicle 344 is a 2000 GMC Kodiak dump truck used by the Stormwater Division to transport materials to and from the field. By FY20/21, this vehicle will be 21 years old and will have met its useful life.

CITY OF SAFETY HARBOR  
ADOPTED FY2017/2018 BUDGET

Fund No:	11						
Department:	37 - Stormwater						
Project Title:	Stormwater Special Equipment						
Funding Source:	Stormwater Revenues						
Location:	Public Works, 1200 Railroad Ave.						
Account:	011-2037-538-6440						
PROJECT COSTS							
Project Description	Project #	FY 17/18	FY 18/19	FY 19/20	FY 20/21	FY 21/22	5 YR TOTAL
Zero Turn Radius Commercial Grade Mower	SME008	10,000					10,000
TOTAL		\$ 10,000	\$ -	\$ -	\$ -	\$ -	\$ 10,000

**JUSTIFICATIONS**

**FY17/18**

**Commercial Grade Mower:** Stormwater division performs many functions that require vegetation to be removed from ditches for proper Stormwater flow as well as maintaining the Public Works complex grounds. A new mower would assist the Division in accomplishing the removal of vegetation, grass, and weeds. An existing asset, transferred from Parks in FY17, will be transferred for use by Sanitation.

CITY OF SAFETY HARBOR  
ADOPTED FY2017/2018 BUDGET

**FUND # 014 - STREET IMPROVEMENT**

	<u>2017/18</u>	<u>2018/19</u>	<u>2019/20</u>	<u>2020/21</u>	<u>2021/22</u>
<b>REVENUES:</b>					
Local Option Gas Tax	\$ 254,300	\$ 255,600	\$ 256,900	\$ 258,200	\$ 259,500
Interfund Transfer In From General Fund	200,000	200,000	200,000	200,000	200,000
Interfund Transfer In From Capital Projects Fund	-	-	-	100,000	200,000
Interest	7,030	7,100	7,200	7,300	7,400
Total Revenues	461,330	462,700	464,100	565,500	666,900

Carry Over	73,670	2,670	103,040	14,810	127,980
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<b>TOTAL REVENUES</b>	<b>\$ 535,000</b>	<b>\$ 465,370</b>	<b>\$ 567,140</b>	<b>\$ 580,310</b>	<b>\$ 794,880</b>
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**APPROPRIATIONS:**

	<u>Proj #</u>				
Capital Improvements					
Street Resurfacing Program	ST0013	300,000	-	300,000	200,000
Sidewalk Repair and Replacement	ST0001	40,000	45,000	45,000	45,000
Bridge Improvements	ST0031	-	110,000	-	-
New Sidewalk Construction	ST0032	20,000	25,000	25,000	25,000
Street Sign Improvement	ST0038	15,000	15,000	15,000	15,000
Miscellaneous Street Repair	ST0039	40,000	50,000	50,000	50,000
Roadway Underdrain R&R	ST0034	50,000	50,000	50,000	50,000
Curb Replacements	ST0019	35,000	35,000	35,000	35,000
Capital Improvements Total		500,000	330,000	520,000	420,000

Street Improvement Dept Costs	32,330	32,330	32,330	32,330	32,330
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<b>FUND RESERVE</b>	2,670	103,040	14,810	127,980	42,550
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<b>BUDGETED APPROPRIATIONS</b>	<b>\$ 535,000</b>	<b>\$ 465,370</b>	<b>\$ 567,140</b>	<b>\$ 580,310</b>	<b>\$ 794,880</b>
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**UNFUNDED PROJECTS**

Street Resurfacing Program	ST0013	\$ 200,000	\$ -	\$ 200,000	\$ -	\$ -
Sidewalk Repair and Replacement	ST0001	5,000	-	-	-	-
Bridge Improvements	ST0031	25,000	-	25,000	25,000	25,000
New Sidewalk Construction	ST0032	5,000	-	-	-	-
Miscellaneous Street Repair	ST0039	10,000	100,000	-	100,000	-
Roadway Underdrain R&R	ST0034	50,000	50,000	50,000	50,000	50,000
Curb Replacements	ST0019	25,000	-	25,000	-	25,000
		<b>\$ 320,000</b>	<b>\$ 150,000</b>	<b>\$ 300,000</b>	<b>\$ 175,000</b>	<b>\$ 100,000</b>

CITY OF SAFETY HARBOR  
ADOPTED FY2017/2018 BUDGET

<b>Fund No:</b>	14						
<b>Department:</b>	31 - Street						
<b>Project Title:</b>	Miscellaneous Street Work						
<b>Funding Source:</b>	Gas Tax, Other						
<b>Location:</b>	Public Works Department, 1200 Railroad Ave.						
<b>Account:</b>	014-2031-541-6300						
<b>PROJECT COSTS</b>							
<b>Project Description</b>	<b>Project #</b>	<b>FY 17/18</b>	<b>FY 18/19</b>	<b>FY 19/20</b>	<b>FY 20/21</b>	<b>FY 21/22</b>	<b>5 YR TOTAL</b>
Street Resurfacing Program	ST0013	300,000	-	300,000	200,000	500,000	1,300,000
Sidewalk Repair and Replacement	ST0001	40,000	45,000	45,000	45,000	45,000	220,000
Bridge Improvements	ST0031		110,000	-	-	-	110,000
New Sidewalk Construction	ST0032	20,000	25,000	25,000	25,000	25,000	120,000
Street Sign Improvement	ST0038	15,000	15,000	15,000	15,000	15,000	75,000
Miscellaneous Street Repair (HAZ Tree Removal)	ST0039	40,000	50,000	50,000	50,000	50,000	240,000
Underdrain Repair/Replace Program	ST0034	50,000	50,000	50,000	50,000	50,000	250,000
Curb Replacement	ST0019	35,000	35,000	35,000	35,000	35,000	175,000
<b>TOTAL</b>		<b>\$ 500,000</b>	<b>\$ 330,000</b>	<b>\$ 520,000</b>	<b>\$ 420,000</b>	<b>\$ 720,000</b>	<b>\$ 2,490,000</b>

### **JUSTIFICATIONS**

#### **ONGOING**

**ST0013 - Street Resurfacing Program:** Extends the life of street system, prevents deterioration of pavement and maintains safe roads. FY 17/18 is programmed for \$500,000; however, \$200,000 is unfunded: FY19/20 is programmed for \$500,000; however, \$200,000 is unfunded

There are approximately 60 miles of asphalt streets in Safety Harbor. If an asphalt street has adequate base material, underlying the asphalt surface, it can be expected to last anywhere from 7 to 15 years before requiring attention. Over time the asphalt surface will oxidize, wear thin, crack, allow water to get into the base material, lose its structural integrity deteriorate.

The most effective and oft-employed street maintenance methodology is to overlay or resurface the street with 1 to 2 inches of new asphalt. Failure to resurface before deterioration begins can result in the expensive necessity to entirely rebuild the street with new base and surface courses.

The simplest of logic dictates that if streets can be expected to serve an average of ten years before resurfacing is required, in order to have each street resurfaced at a ten-year frequency, one-tenth of the streets in Safety Harbor should be resurfaced each year which means an annual resurfacing budget sufficient to resurface six miles of streets should be provided each year.

In the actual practice of this ten-year cycle scheme streets are chosen for resurfacing on a "most-needed" basis and each is not resurfaced every ten years - some will be resurfaced more frequently than every ten years while some will be resurfaced less frequently; however, if one-tenth of the total mileage is chosen each year there will be an average recurrence of ten years. By choosing streets on a most- needed basis instead of a ten-year scheduling basis, we take advantage of those streets which last in the fifteen year range and pick up earlier those which fall in the seven year range.

With 60 miles of streets we would need to resurface 6 miles per year. At \$100,000 per mile, which allows for utility cover adjustments and restriping, we will need \$600,000 per year to maintain a ten-year resurfacing cycle.

**ST0001 - Sidewalk Repair and Replacement:** Provide for repair and replacement of existing sidewalks which have been broken up or up-heaved by tree roots. (Due to current ongoing budget constraints, \$5,000 is reflected as unfunded for each year).

**ST0031 – Bridge Improvements:** Improvements required for all traffic-bearing and pedestrian boardwalks. The amount budgeted represents an average needed annually for minor repairs. Bridges are not necessarily improved each year. (Due to current ongoing budget constraints, \$5,000 is reflected as unfunded for each year except for FY 18/19).

**ST0032 – New Sidewalk Construction:** Provides safe travel ways throughout the city for the motoring public and pedestrians. (Due to current ongoing budget constraints, \$5,000 is reflected as unfunded for each year).

**ST0038 – Street Sign Improvement:** Provide safe travel ways throughout the city for the motoring public and pedestrians. (Due to current ongoing budget constraints, \$5,000 is reflected as unfunded for each year).

**ST0039 – Miscellaneous Street Repair and Hazardous Tree Removal:** These funds will allow contract work for unanticipated road repair and hazardous tree removal throughout the city

**ST0034 – Underdrain – New and Replacements:** To protect our roadways, underdrains must be installed or replaced in areas where they exist, to help protect our roadway base from being eroded by ground water.

**ST0019 – Curb Replacement:** Provides replacement of deteriorating curbs throughout the City.

#### **FY17/18**

**ST0039 - Miscellaneous Street Repair and Hazardous Tree Removal:** These funds will allow contract work for unanticipated road repair throughout the city and removal of hazardous Trees when needed.

**ST0001 - Sidewalk Repair and Replacement:** Provide for repair and replacement of existing sidewalks which have been broken up or up-heaved by tree roots. (\$5,000 is unfunded).

**ST0031 – Bridge Improvements:** Improvements required for all traffic-bearing and pedestrian boardwalks. The amount budgeted represents an average needed annually for minor repairs. (\$25,000 is unfunded).

**ST0032 – New Sidewalk Construction:** Provides safe travel ways throughout the city for the motoring public and pedestrians. (\$5,000 is unfunded).

**ST0038 – Street Sign Improvement:** Provide safe travel ways throughout the city for the motoring public and pedestrians.

**ST0034 - Underdrain Repair/Replace Program:** Provides for removal and replacement of underdrain that is no longer functioning and installation of underdrain in areas where the ground water may damage the roadway base. Underdrain prolongs the life of a roadway by keeping the roadway base material dry. In FY17/18, **Harbor Woods underdrain improvement:** Replace 600 LF of underdrain on Hillside Lane. (\$50,000 is unfunded).

**ST0019 - Curb Replacements:** Replace deteriorating curb at various locations throughout the City. Replacing curbing provides for improved stormwater drainage and prolonged pavement life. In FY17/18, **Harbor Woods Curb replacement:** Replace 600 LF of curbing on Hillside Lane (\$25,000 is unfunded).

#### **FY 18/19**

**ST0039 – Miscellaneous Street Repair and Hazardous Tree Removal:** These funds will allow contract work for unanticipated road repair throughout the city and removal of hazardous Trees when needed (\$5,000 is unfunded).

**ST0001 - Sidewalk Repair and Replacement:** Provide for repair and replacement of existing sidewalks which have been broken up or up-heaved by tree roots.

**ST0031 - Bridge Improvements:** Replace wooden boardwalk on east side of State Road 590 crossing Bishop Creek with metal bridge.

**ST0032 – New Sidewalk Construction:** Provides safe travel ways throughout the city for the motoring public and pedestrians.

**ST0038 – Street Sign Improvement:** Provide safe travel ways throughout the city for the motoring public and pedestrians.

**ST0034 - Underdrain Repair/Replace Program:** Provides for removal and replacement of underdrain that is no longer functioning and installation of underdrain in areas where the ground water may damage the roadway base. Underdrain prolongs the life of a roadway by keeping the roadway base material dry. In FY18/19, **Weatherstone:** Replace 350 LF of underdrain on various streets in Weatherstone Subdivision. (\$50,000 is unfunded).

**ST0019 - Curb Replacements:** Replace deteriorating curb at various locations throughout the City. Replacing curbing provides for improved stormwater drainage and prolonged pavement life. In FY18/19, **Weatherstone Curb replacement:** Replace 350 LF of curbing in Weatherstone Subdivision.

#### **FY 19/20**

**ST0013 - Street Resurfacing Program:** Extends the life of street system, prevents deterioration of pavement and maintains safe roads. (\$5,000 is unfunded).

**ST0039 - Miscellaneous Street Repair and Hazardous Tree Removal:** These funds will allow contract work for unanticipated road repair throughout the city and removal of hazardous Trees when needed.

**ST0001 - Sidewalk Repair and Replacement:** Provide for repair and replacement of existing sidewalks which have been broken up or up-heaved by tree roots.

**ST0031 - Bridge Improvements:** Improvements required for all traffic-bearing and pedestrian boardwalks. The amount budgeted represents an average needed annually for minor repairs. (\$25,000 is unfunded).

**ST0032 – New Sidewalk Construction:** Provides safe travel ways throughout the city for the motoring public and pedestrians.

**ST0038 – Street Sign Improvement:** Provide safe travel ways throughout the city for the motoring public and pedestrians.

**ST0034 - Underdrain Repair/Replace Program:** Provides for removal and replacement of underdrain that is no longer functioning and installation of underdrain in areas where the ground water may damage the roadway base. Underdrain prolongs the life of a roadway by keeping the roadway base material dry. (\$50,000 is unfunded).

**ST0019 - Curb Replacement:** Replace deteriorating curb at various locations throughout the City. Replacing curbing provides for improved stormwater drainage and prolonged pavement life. (\$25,000 is unfunded).

#### **FY 20/21**

**ST0039 - Miscellaneous Street Repair and Hazardous Tree Removal:** These funds will allow contract work for unanticipated road repair throughout the city and removal of hazardous Trees when needed. (\$100,000 is unfunded).

**ST0001 - Sidewalk Repair and Replacement:** Provide for repair and replacement of existing sidewalks which have been broken up or up-heaved by tree roots.

**ST0031 - Bridge Improvements:** Improvements required for all traffic-bearing and pedestrian boardwalks. The amount budgeted represents an average needed annually for minor repairs. (\$25,000 is unfunded).

**ST0032 – New Sidewalk Construction:** Provides safe travel ways throughout the city for the motoring public and pedestrians.

**ST0038 – Street Sign Improvement:** Provide safe travel ways throughout the city for the motoring public and pedestrians.

**ST0034 - Underdrain replacement:** Provides for removal and replacement of underdrain that is no longer functioning and installation of underdrain in areas where the ground water may damage the roadway base. Underdrain prolongs the life of a roadway by keeping the roadway base material dry. (\$5,000 is unfunded).

**ST0019 - Curb Replacement:** Replace deteriorating curb at various locations throughout the City. Replacing curbing provides for improved stormwater drainage and prolonged pavement life.

#### **FY 21/22**

**ST0013 - Street Resurfacing Program:** Extends the life of street system, prevents deterioration of pavement and maintains safe roads.

**ST0039 - Miscellaneous Street Repair and Hazardous Tree Removal:** These funds will allow contract work for unanticipated road repair throughout the city and removal of hazardous Trees when needed.

**ST0001 - Sidewalk Repair and Replacement:** Provide for repair and replacement of existing sidewalks which have been broken up or up-heaved by tree roots.

**ST0031 - Bridge Improvements:** Improvements required for all traffic-bearing and pedestrian boardwalks. The amount budgeted represents an average needed annually for minor repairs. (\$5,000 is unfunded).

**ST0032 – New Sidewalk Construction:** Provides safe travel ways throughout the city for the motoring public and pedestrians.

**ST0038 – Street Sign Improvement:** Provide safe travel ways throughout the city for the motoring public and pedestrians.

**ST0034 - Underdrain replacement:** Provides for removal and replacement of underdrain that is no longer functioning and installation of underdrain in areas where the ground water may damage the roadway base. Underdrain prolongs the life of a roadway by keeping the roadway base material dry (\$50,000 is unfunded).

**ST0019 - Curb Replacement:** Replace deteriorating curb at various locations throughout the City. Replacing curbing provides for improved stormwater drainage and prolonged pavement life. (\$5,000 is unfunded).






CITY OF SAFETY HARBOR  
ADOPTED FY2017/2018 BUDGET

<b>FUND # 015 - MARINA BOAT BASIN</b>
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	<u>2017/18</u>	<u>2018/19</u>	<u>2019/20</u>	<u>2020/21</u>	<u>2021/22</u>
<b>REVENUES:</b>					
Rent - Marina Slips	\$ 56,000	\$ 56,000	\$ 56,000	\$ 56,000	\$ 56,000
Interest	4,080	4,100	4,100	4,100	4,100
Interfund transfer in from General Fund	-	-	26,000	-	-
Total Revenues	60,080	60,100	86,100	60,100	60,100
Carry Over	146,010	161,170	115,870	31,070	45,070
<b>TOTAL REVENUES</b>	<b>\$ 206,090</b>	<b>\$ 221,270</b>	<b>\$ 201,970</b>	<b>\$ 91,170</b>	<b>\$ 105,170</b>
<b>APPROPRIATIONS:</b>					
Capital Improvements					
Marina channel dredging					
Capital Improvements Total					
Marina Boat Basin Dept Costs	44,920	45,400	45,900	46,100	46,300
<b>FUND RESERVE</b>	161,170	115,870	31,070	45,070	58,870
<b>BUDGETED APPROPRIATIONS</b>	<b>\$ 206,090</b>	<b>\$ 221,270</b>	<b>\$ 201,970</b>	<b>\$ 91,170</b>	<b>\$ 105,170</b>

CITY OF SAFETY HARBOR  
ADOPTED FY2017/2018 BUDGET

<b>Fund No:</b>	15 - Marina Fund						
<b>Department:</b>	57 - Marina						
<b>Project Title:</b>	Marina						
<b>Funding Source:</b>	Marina Reserve Fund						
<b>Location:</b>	Veterans Memorial Lane						
<b>Account:</b>	015-2057-575-6300						
PROJECT COSTS							
Project Description	Project #	FY 17/18	FY 18/19	FY 19/20	FY 20/21	FY 21/22	5 YR TOTAL
Channel Dredging	MAR010						-
Design & Permitting			60,000				60,000
Construction				125,000			125,000
TOTAL		\$ -	\$ 60,000	\$ 125,000	\$ -	\$ -	\$ 185,000
							

**JUSTIFICATIONS**

**FY 18/19**

**Marina Channel Dredge Permitting:** Maintenance dredging of the channel to a depth of 4 feet below mean sea level. Permitting & depth sounding costs are required for the channel, and a suitable spoil site may need to be identified. Moving forward the acquired maintenance dredge permit acquired and will need to be performed every 5-10 years depending on the amount of siltation; with a maintenance dredge permit issued.

**FY 19/20**

**Marina Channel Maintenance Dredge Construction:** Re-occurring maintenance dredging of the Marina channel to a depth of 4 feet below mean sea level. A suitable spoil site may need to be identified or costs for project must reflect transporting dredge material to designated spoil site. Maintenance dredging needs to be performed every 5-10 years depending on the amount of siltation.

CITY OF SAFETY HARBOR  
ADOPTED FY2017/2018 BUDGET

**FUND # 032 - CAPITAL PROJECTS**

	<u>2017/18</u>	<u>2018/19</u>	<u>2019/20</u>	<u>2020/21</u>	<u>2021/22</u>
<b>REVENUES:</b>					
Penny For Pinellas *	\$ 1,861,000	\$ 1,926,100	\$ 1,993,500	\$ 2,063,300	\$ 2,135,500
Pinellas County Fire	-	-	-	32,500	-
Interest	27,690	27,410	27,140	27,410	27,680
Debt Proceeds/Other	-	-	-	2,000,000	-
Total Revenues	1,888,690	1,953,510	2,020,640	4,123,210	2,163,180
Carry Over	1,048,630	29,700	84,605	76,825	11,751
<b>TOTAL REVENUES</b>	<b>\$ 2,937,320</b>	<b>\$ 1,983,210</b>	<b>\$ 2,105,245</b>	<b>\$ 4,200,035</b>	<b>\$ 2,174,931</b>

**APPROPRIATIONS:**

	<u>Proj #</u>					
Capital Improvements						
Fire						
Replace Vehicle #801	PSV006	-	70,000	-	-	-
Replace Vehicle #804	PSV007	-	80,000	-	-	-
Replace Vehicle #852	PSV009	-	-	-	650,000	-
Replace Vehicle #802	PSV010	-	-	70,000	-	-
Engineering						
Replace Vehicle #805	PDV004	28,000	-	-	-	-
Streets						
Material Storage Containment System - Allocated	PWI005	-	50,000	-	-	-
Citywide Brick Street Restoration	ST0028	20,000	20,000	20,000	20,000	20,000
Main Street Intersections Brick Street Reconstruction	ST0041	50,000	-	200,000	-	-
West Side of Philippe Parkway South of Enterprise Imp.	ST0042	-	30,000	-	100,000	-
Replace 2004 1-Ton Dump Truck (Vehicle #350)	STV004	-	-	51,000	-	-
Replace 1999 Dump Truck (Vehicle #341)	STV005	-	-	94,000	-	-
Replace 1999 Aerial Lift Truck (Vehicle #343)	STV006	-	-	-	164,900	-
Replace 1999 1-Ton Dump Truck (Vehicle #415)	STV007	-	-	-	40,400	-
Replace 2006 1 1/2 Ton Flatbed Truck (Vehicle #369)	STV008	-	-	-	-	86,600
Fleet						
Fuel tank monitoring system	FLE003	-	25,000	-	-	-
Library						
Library 2nd Floor Meeting Room Addition	LB2020	-	-	300,000	2,000,000	-
Library Partial Carpet Replacement	LBCARP	10,400	-	-	-	-
Recreation						
Community Center Improvements - Building	PR0052	850,000	-	-	-	-
Rigsby Center Improvements	PR0038	-	-	-	25,000	-
Community Center Improvements - Other than Building	PR0052	185,000	100,000	-	-	-
Clearwater Capital Joint Use Agreement	PR0067	50,000	50,000	50,000	50,000	50,000
Floor Cleaning Machine	PR0066	15,000	-	-	-	-
Replacement of Vehicle #450	PKV008	-	98,000	-	-	-
Replacement of Vehicle #447	PKV011	-	-	-	25,000	-

CITY OF SAFETY HARBOR  
ADOPTED FY2017/2018 BUDGET

**FUND # 032 - CAPITAL PROJECTS**

		<u>2017/18</u>	<u>2018/19</u>	<u>2019/20</u>	<u>2020/21</u>	<u>2021/22</u>
Parks & BM Admin Land Acquisition	BLLAND	-	-	-	-	500,000
MSP & NCP Storage Improvements	PR0022	40,000	-	-	-	-
Fishing Pier Shelter Improvements	PR0057	155,000	-	-	-	-
Waterfront Park Phase II	CRAWPD	-	-	-	-	-
SHCP Ball Field Light Replacement	PKI024	250,000	-	-	-	-
Mease Park Playground Replacement	PKI005	75,000	-	-	-	-
Folly Farms Improvements (Weiss property)	PKI025	-	-	-	-	-
SHCP Ball Field Improvements	PKI027	-	15,000	-	15,000	-
SHCP Dugout Improvements	PKI028	-	-	80,000	-	-
NCP Improvements	PKI031	-	35,000	-	-	-
SHCP Walking Trail	PKI032	-	50,000	-	-	-
Outdoor Fitness Zones	PKI033	-	-	-	60,000	60,000
Ian Tillmann Skate Park Shade Structure	PR0033	-	-	25,000	-	-
MSP Tennis Court Light Replacement	PR0039	20,000	-	-	-	-
SHCP Turf Replacement & Additions	PR0064	-	160,000	-	-	-
Boat Ramp Decking Replacement	MAR011	50,000	-	-	-	-
SHCP Irrigation, Electric & Contactor Replacements	PKI030	-	28,000	-	-	-
Replace 1992 Ford Tractor & Tiller (ID #949 in Parks)	PKI010	23,000	-	-	-	-
Replace Vehicle #400	PKV010	-	25,000	-	-	-
Parks Equipment Replacement & Renewal	PKE006	-	51,000	32,000	28,000	35,000
Parks Bobcat & Trailer	PKE007	45,000	-	-	-	-
Parks Utility Vehicle	PKE008	13,000	-	13,000	-	13,000
Kubota Backhoe Replacement	PKE009	-	-	-	-	45,000
Portable Generator Replacements	PR0040	-	-	80,000	-	-
Capital Improvements Total		1,879,400	887,000	1,015,000	3,178,300	809,600
Neighborhood Projects & Beautification Grants	NP0001	25,000	25,000	25,000	25,000	25,000
Transfers Out						
To Waterfront Park debt service (Series 2012)		319,000	314,920	317,800	314,000	316,570
To Library debt service (Series 2008)		559,170	546,665	545,600	545,964	-
To Capital Improvements debt service (Series 2006)		25,050	25,020	25,020	25,020	25,020
To Street Improvement fund		-	-	-	100,000	200,000
To General Fund		100,000	100,000	100,000	-	-
Transfers Out Total		1,003,220	986,605	988,420	984,984	541,590
<b>FUND RESERVE</b>		29,700	84,605	76,825	11,751	798,741
<b>BUDGETED APPROPRIATIONS</b>		<b>\$ 2,937,320</b>	<b>\$ 1,983,210</b>	<b>\$ 2,105,245</b>	<b>\$ 4,200,035</b>	<b>\$ 2,174,931</b>

CITY OF SAFETY HARBOR  
ADOPTED FY2017/2018 BUDGET

<b>Fund No:</b>	032- Capital Projects						
<b>Department:</b>	Fire						
<b>Project Title:</b>	Fire Department Vehicles						
<b>Funding Source:</b>	Penny for Pinellas						
<b>Location:</b>	Fire Stations						
<b>Account:</b>	032-3022-522.64-01						
PROJECT COSTS							
Project Description	Project #	FY 17/18	FY 18/19	FY 19/20	FY 20/21	FY 21/22	5 YR TOTAL
Replacement of Vehicle 801	PSV006		70,000				70,000
Replacement of Vehicle 804	PSV007		80,000				80,000
Replacement of Vehicle 852	PSV009				650,000		650,000
Replacement of Vehicle 802	PSV010			70,000			70,000
TOTAL		\$ -	\$ 150,000	\$ 70,000	\$ 650,000	\$ -	\$ 870,000

**JUSTIFICATIONS**

**FY 18/19**

**Replacement Vehicle 801.** This is a 2001 Jeep Cherokee and is 17 years old with 90,000 plus miles and beyond its life span. Pinellas County will fund approx. 5.5%. The vehicle request has been upgraded to provide for a vehicle capable of transferring the department's rescue boat.

**Replace Vehicle 804.** This is a 2007 Chevy Suburban and is 12 years old with 120,000 miles and beyond Life span. Pinellas Co. will fund approx. 5.5. %

**FY 19/20**

**Replacement Vehicle 852.** This is a 2003 Pierce fire engine and is 17 years old and beyond life span. Pinellas Co. will fund 5.5%

**Replace Vehicle 802.** This is a 2006 Chevy Pick Up and will be 13 years old with 75,600 miles and beyond Life span. Pinellas Co. will fund approx. 5.5%.

CITY OF SAFETY HARBOR  
ADOPTED FY2017/2018 BUDGET

Fund No:	032- Capital Projects						
Department:	Engineering						
Project Title:	Engineering Department Vehicles						
Funding Source:	Penny for Pinellas						
Location:	City Hall						
Account:	032-3025-539.64-01						
PROJECT COSTS							
Project Description	Project #	FY 17/18	FY 18/19	FY 19/20	FY 20/21	FY 21/22	5 YR TOTAL
Replacement of Vehicle 805	PDV004	28,000					28,000
TOTAL		\$ 28,000	\$ -	\$ -	\$ -	\$ -	\$ 28,000

**JUSTIFICATIONS**

**FY17/18**

**Ford Explorer - Replace Vehicle 805:** Vehicle 805 is a 1999 Jeep Cherokee originally purchased and used by the Fire Department and subsequently transferred to the Engineering Department. Repair parts are hard to find and replacement parts are very expensive. The vehicle will be 19 years old in FY18 and will have met its useful life.

CITY OF SAFETY HARBOR  
ADOPTED FY2017/2018 BUDGET

<b>Fund No:</b>	32						
<b>Department:</b>	31 - Streets						
<b>Project Title:</b>	Improvements other than Building						
<b>Funding Source:</b>	Penny for Pinellas, Other						
<b>Location:</b>	Various Citywide, Public Works Complex/ 1200 Railroad Ave.						
<b>Account:</b>	032-3031-541-6300						
<b>PROJECT COSTS</b>							
<b>Project Description</b>	<b>Project #</b>	<b>FY 17/18</b>	<b>FY 18/19</b>	<b>FY 19/20</b>	<b>FY 20/21</b>	<b>FY 21/22</b>	<b>5 YR TOTAL</b>
Citywide Brick Street Restoration	ST0028	20,000	20,000	20,000	20,000	20,000	100,000
Material Storage Containment System	PW1005		50,000				50,000
Main Street Intersection Brick Street Reconstruction	ST0041	50,000		200,000			250,000
West side of Philippe Parkway south of Enterprise Road	ST0042		30,000		100,000		130,000
<b>TOTAL</b>		<b>\$ 70,000</b>	<b>\$ 100,000</b>	<b>\$ 220,000</b>	<b>\$ 120,000</b>	<b>\$ 20,000</b>	<b>\$ 530,000</b>

**JUSTIFICATIONS**

**ONGOING**

**ST0028 – Citywide Brick Street Restoration:** Provides for brick construction in small areas within city right-of-ways and needed replacement for setting.

**FY17/18**

**ST0028 – Citywide Brick Street Restoration:** Provides for brick construction in small areas within city right-of-ways and needed replacement for setting.

**ST0041 – Main Street Intersections Brick Street Reconstruction:** Due to inadequate surface and subsurface drainage, the brick work on Main Street intersections of 2<sup>nd</sup>, 3<sup>rd</sup>, 4<sup>th</sup>, 6<sup>th</sup>, 7<sup>th</sup> and 8<sup>th</sup> Avenues require frequent maintenance. To improve drainage on Main Street and thus reduce the amount of brick work maintenance, the additional inlets and stormsewer are to be installed and brick intersections reconstructed to allow for adequate surface and subsurface drainage. Topographic survey and design services are proposed in FY 17/18.

**FY 18/19**

**ST0028 – Citywide Brick Street Restoration:** Provides for brick construction in small areas within city right-of-ways and needed replacement for setting.

**PW1005 - Material Storage Containment System:** The 100' x 25' storage containment system would be used to keep materials such as street sweeping debris, rock aggregate for pipe bedding, sediment from manholes and catch basins, asphalt millings, road base, and occasional discharge from sanitation/recycling trucks.

**ST0042 – West side of Philippe Parkway south of Enterprise Road roadway recovery area improvements:** Recovery area slopes on the west side of Philippe Parkway for approximately 400 feet south of Enterprise Road do not meet the minimum design standards for roadside recovery. Reconstruction is proposed to meet standards. Topographic survey and design is to be performed in FY 18/19.

**FY 19/20**

**ST0028 – Citywide Brick Street Restoration:** Provides for brick construction in small areas within city right-of-ways and needed replacement for setting.

**ST0041 – Main Street Intersections Brick Street Reconstruction:** Due to inadequate surface and subsurface drainage, the brick work on Main Street intersections of 2<sup>nd</sup>, 3<sup>rd</sup>, 4<sup>th</sup>, 6<sup>th</sup>, 7<sup>th</sup> and 8<sup>th</sup> Avenues require frequent maintenance. To improve drainage on Main Street and thus reduce the amount of brick work maintenance, the additional inlets and storm sewer are to be installed and brick intersections reconstructed to allow for adequate surface and subsurface drainage. Construction to begin FY 19/20.

**FY 20/21**

**ST0028 – Citywide Brick Street Restoration:** Provides for brick construction in small areas within city right-of-ways and needed replacement for setting.

**ST0042 – West side of Philippe Parkway south of Enterprise Road roadway recovery area improvements:** Recovery area slopes on the west side of Philippe Parkway for approximately 400 feet south of Enterprise Road do not meet the minimum design standards for roadside recovery. Reconstruction is proposed to meet standards.

**FY 21/22**

**ST0028 – Citywide Brick Street Restoration:** Provides for brick construction in small areas within city right-of-ways and needed replacement for setting.



CITY OF SAFETY HARBOR  
ADOPTED FY2017/2018 BUDGET

<b>Fund No:</b> 32 <b>Department:</b> 31 - Street <b>Project Title:</b> Street Division Vehicles <b>Funding Source:</b> Penny for Pinellas, Other <b>Location:</b> Public Works Department, 1200 Railroad Ave. <b>Account:</b> 032-3031-541-6401							
PROJECT COSTS							
Project Description	Project #	FY 17/18	FY 18/19	FY 19/20	FY 20/21	FY 21/22	5 YR TOTAL
Replace 2004 GMC flatbed dump truck (vehicle 350)	STV004			51,000			51,000
Replace 1999 Chevy Kodiak dump truck (vehicle 341)	STV005			94,000			94,000
Replace 1999 International aerial lift truck (vehicle 343)	STV006				164,900		164,900
Replace 1999 Ford 1-ton dump truck (vehicle 415)	STV007				40,400		40,400
Replace 2006 GMC 1.5-ton flatbed truck (vehicle 369)	STV008					86,600	86,600
<b>TOTAL</b>		<b>\$ -</b>	<b>\$ -</b>	<b>\$ 145,000</b>	<b>\$ 205,300</b>	<b>\$ 86,600</b>	<b>\$ 436,900</b>

**JUSTIFICATIONS**

**FY 19/20**

**Replace vehicle 350:** This vehicle is a 2004 GMC Flatbed dump truck used by the Street Division to transport materials to and from the field. By FY 19/20, this vehicle will be 16 years old and will have met its life expectancy.

**Replace vehicle 341 –** This vehicle is a 1990 Chevy Kodiak dump truck used by the Street Division to transport materials to and from the field. By FY 19/20, this vehicle will be 30 years old and will have met its life expectancy.

**FY 20/21**

**Replace vehicle 343:** This vehicle is a 1999 International aerial lift truck used by the Street Division to trim trees and transport the debris from the field. By FY 20/21, this vehicle will be 22 years old and will have met its life expectancy.

**Replace vehicle 415:** This vehicle is a 1999 Ford 1 ton dump truck used by the Street Division to transport materials to and from the field. By FY 20/21, this vehicle will be 22 years old and will have met its life expectancy.

**FY 21/22**

**Replace vehicle 369:** This vehicle is a 2006 GMC 1.5 ton flatbed truck used by the Street Division to transport materials and equipment to and from the field. By FY 21/22, this vehicle will be 16 years old and will have met its life expectancy.

CITY OF SAFETY HARBOR  
ADOPTED FY2017/2018 BUDGET

Fund No:	32						
Department:	33-Fleet Division						
Project Title:	Fleet Equipment						
Funding Source:	Penny for Pinellas, Other						
Location:	Public Works Department/1200 Railroad Avenue						
Account:	032-3033-519-6440						
PROJECT COSTS							
Project Description	Project #	FY 17/18	FY 18/19	FY 19/20	FY 20/21	FY 21/22	5 YR TOTAL
Fuel Tank Monitoring System	FLE003		25,000				25,000
TOTAL		\$ -	\$ 25,000	\$ -	\$ -	\$ -	\$ 25,000

**JUSTIFICATIONS**

**FY 18/19**

**Fuel tank monitoring system:** Existing monitoring system is over 20 years old. This system is used for leak detection and fuel level monitoring. An upgrade is necessary for proper monitoring of the underground storage tanks for the next 20 years.

CITY OF SAFETY HARBOR  
ADOPTED FY2017/2018 BUDGET

Fund No:	032 Capital Projects						
Department:	Library						
Project Title:	Buildings						
Funding Source:	Penny for Pinellas, Coop Grant, Chrissie Elmore Grant, Library Revenues, Donations						
Location:	Library						
Account:	032-3055-571-6200						
PROJECT COSTS							
Project Description	Project #	FY 17/18	FY 18/19	FY 19/20	FY 20/21	FY 21/22	5 YR TOTAL
Second Floor Meeting Room Addition	SB2020			300,000	2,000,000		2,300,000
TOTAL		\$ -	\$ -	\$ 300,000	\$2,000,000	\$ -	\$ 2,300,000

**JUSTIFICATIONS**

**FY 19/20**

**Second Floor Meeting Room Addition:** FY19/20 expenditures of \$300,000 for design and architectural fees are anticipated. In 2006, Long & Associates, the architects for the 2008/09 library expansion project prepared a master plan to include a projected 4,900 square foot upgrade to provide a second floor over existing meeting room space. Total estimated project costs for this project slated to begin in FY 20/21 is \$2,000,000. This budgetary figure includes estimated construction costs and fees for the 2<sup>nd</sup> floor addition, an elevator, two new stair towers, professional fees, a furniture allowance, and a percentage for city administrative costs. Completion of the design work in FY 19/20 will provide a more current construction cost estimate. The Library Foundation will work toward a six year fundraising goal of \$500,000 to pay for technology and furniture for the second story facility, and Chrissie Elmore Library Trust funds will also be earmarked for this project. We anticipate that partial funding from the Penny for Pinellas would be available, however, that tax is set to expire December 31, 2019. A vote extending the tax is expected to occur in 2018. The Capital Improvement Revenue Note, Series 2008, obtained for the 2008/09 construction project will be paid off October 1, 2020. A new bond issue may be required to fully fund this new project.

**FY 20/21**

**Second Floor Meeting Room Addition:** Construction is anticipated to begin on the second floor addition. FY20/21 budget is estimated at \$2,000,000 per the 2006 estimate prepared by the architectural firm of Long & Associates. Completion of the design work in FY 19/20 will provide a more current construction cost estimate. The Library Foundation will work toward a six year fundraising goal of \$500,000 to pay for technology and furniture for the second story facility, and the Chrissie Elmore Library Trust funds will also be earmarked for this project. We anticipate that partial funding from the Penny for Pinellas would be available, however, that tax is set to expire December 31, 2019. A vote extending the tax is expected to occur in 2018. The Capital Improvement Revenue Note, Series 2008, obtained for the 2008/09 construction project will be paid off October 1, 2020. A new bond issue may be required to fully fund this new project.

CITY OF SAFETY HARBOR  
ADOPTED FY2017/2018 BUDGET

<b>Fund No:</b> 032- Capital Projects <b>Department:</b> Library <b>Project Title:</b> Library Capital Projects <b>Funding Source</b> Penny for Pinellas <b>Location:</b> Library <b>Account:</b> 032-3055-571.63-00							
PROJECT COSTS							
Project Description	Project #	FY 17/18	FY 18/19	FY 19/20	FY 20/21	FY 21/22	5 YR TOTAL
Partial Carpet Replacement in heavy traffic areas of circulation, AV, and public computer areas.	LBCARP	10,400					10,400
<b>TOTAL</b>		<b>\$ 10,400</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 10,400</b>

**JUSTIFICATIONS**

**FY17/18**

**Partial Carpet Replacement:** Replacement of carpet in teen area/DVD/Music CD contiguous areas and carpet in public computer area up to stacks and contiguous area to right of circulation. Carpet is worn, will be ten years old and is in high use areas. Carpet tile replacement is too large of an area to correct and repair.

CITY OF SAFETY HARBOR  
ADOPTED FY2017/2018 BUDGET

**Fund No:** 32 - Capital Projects  
**Department:** 56 - Recreation  
**Project Title:** Improvements Buildings  
**Funding Source:** Penny for Pinellas  
**Location:** Community Center, Rigsby Center, Museum  
**Account:** 032-3056-572-6200

**PROJECT COSTS**

Project Description	Project #	FY 17/18	FY 18/19	FY 19/20	FY 20/21	FY 21/22	5 YR TOTAL
Community Center Improvements	PR0052	850,000					850,000
<b>TOTAL</b>		<b>\$ 850,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 850,000</b>





**JUSTIFICATIONS**

**FY 17/18**

**Community Center Improvements:** Current building was renovated in FY 02/03, and due to use is in need of improving the following areas: construction of enclosing the back deck for a fitness center (mobilization, demolition, construction, HVAC, electrical, roofing, flooring), additional ingress/egress door from gyms 2/3, gyms 2/3 lobby window expansion, reconfiguration of lobby/reception desk area.

CITY OF SAFETY HARBOR  
ADOPTED FY2017/2018 BUDGET

<b>Fund No:</b>	32 - Capital Projects						
<b>Department:</b>	56 - Recreation						
<b>Project Title:</b>	Improvements Other than Buildings						
<b>Funding Source:</b>	Penny for Pinellas						
<b>Location:</b>	Community Center, Risgby Center, Museum						
<b>Account:</b>	032-3056-572-6300						
<b>PROJECT COSTS</b>							
<b>Project Description</b>	<b>Project #</b>	<b>FY 17/18</b>	<b>FY 18/19</b>	<b>FY 19/20</b>	<b>FY 20/21</b>	<b>FY 21/22</b>	<b>5 YR TOTAL</b>
Community Center Improvements	PR0052	185,000	100,000				285,000
Clearwater Capital Joint Use Agreement	PR0067	50,000	50,000	50,000	50,000	50,000	250,000
Rigsby Center Improvements	PR0038				25,000		25,000
<b>TOTAL</b>		<b>\$ 235,000</b>	<b>\$ 150,000</b>	<b>\$ 50,000</b>	<b>\$ 75,000</b>	<b>\$ 50,000</b>	<b>\$ 560,000</b>
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**JUSTIFICATIONS**

**FY 17/18**

**Community Center Improvements:** With the 16/17 building renovations, the following were identified to continue building maximum programming use: fitness center equipment & internet capabilities, lobby & reception desk reconfiguration, interior paint, water fountain replacement, floor cleaner, interior/exterior public art, gymnasium acoustic panels, Rec Trac scanner & key fobs, additional computer & printer.

**FY 17/18 through FY 23/24**

**Clearwater Capital Joint Use Agreement:** Joint use agreement with the City of Clearwater for capital improvements to the Countryside Sportsplex and in reciprocity thirty (30) year resident participation in any Clearwater youth turf activity. Agreement designates a seven (7) year payment of \$50,000, totaling a complete capital investment of \$350,000.

**FY 18/19**

**Community Center Improvements:** Completion of the improvements: fitness center equipment & internet capabilities, lobby & reception desk reconfiguration, interior paint, water fountain replacement, floor cleaner, interior/exterior public art, gymnasium acoustic panels, Rec Trac scanner & key fobs, additional computer & printer.

**FY 20/21**

**Rigsby Center Improvements:** Building renovated in 05/06. The following have reached the end of their useful life due to increased user hours & rentals. Improvements to include the following: flooring replacement, kitchen improvements, appliance replacement and office furniture.

CITY OF SAFETY HARBOR  
ADOPTED FY2017/2018 BUDGET

<b>Fund No:</b> 32 - Capital Projects <b>Department:</b> 56 - Recreation <b>Project Title:</b> Automotive Equipment <b>Funding Source:</b> Penny for Pinellas <b>Location:</b> Community Center, Risby Center, Museum <b>Account:</b> 032-3056-572-6401							
PROJECT COSTS							
Project Description	Project #	FY 17/18	FY 18/19	FY 19/20	FY 20/21	FY 21/22	5 YR TOTAL
Vehicle Replacement #450	PKV008		98,000				98,000
Vehicle Replacement #447	PKV011				25,000		25,000
<b>TOTAL</b>		<b>\$ -</b>	<b>\$ 98,000</b>	<b>\$ -</b>	<b>\$ 25,000</b>	<b>\$ -</b>	<b>\$ 123,000</b>

**JUSTIFICATIONS**

**FY 18/19**

**Vehicle Replacement #450:** Current vehicle is a 2007 Ford E-450 Glaval Bus 25 passenger. Vehicle used for senior day & overnight trips, and luncheon trips. Fleet recommends replacement in FY 17/18.

**FY 20/21**

**Vehicle Replacement #447:** Current vehicle is a 2005 Savana 2500 3/4 ton cargo van. Vehicle used for special event & recreation division equipment and supplies transport. Fleet recommends replacement in FY 20/21. Vehicle requires marketing wrap.

CITY OF SAFETY HARBOR  
ADOPTED FY2017/2018 BUDGET

<b>Fund No:</b> 32 - Capital Projects <b>Department:</b> 56 - Recreation <b>Project Title:</b> Machinery & Equipment <b>Funding Source:</b> Penny for Pinellas <b>Location:</b> Community Center, Risgby Center, Museum <b>Account:</b> 032-3056-572-6440							
PROJECT COSTS							
Project Description	Project #	FY 17/18	FY 18/19	FY 19/20	FY 20/21	FY 21/22	5 YR TOTAL
Floor Cleaning Machine	PR0066	15,000					15,000
<b>TOTAL</b>		<b>\$ 15,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 15,000</b>

**JUSTIFICATIONS**

**FY 17/18**

**Floor Cleaning Machine:** Current equipment was purchased in 2003 and has reached the end of its useful life, no replacement parts are available. Equipment used for specialty Mondo gym flooring.



CITY OF SAFETY HARBOR  
ADOPTED FY2017/2018 BUDGET

<b>Fund No:</b> 32 - Capital Projects <b>Department:</b> 58 - Parks <b>Project Title:</b> Land <b>Funding Source:</b> Penny for Pinellas <b>Location:</b> Parks & Building Maintenance <b>Account:</b> 032-3058-572-6100							
PROJECT COSTS							
Project Description	Project #	FY 17/18	FY 18/19	FY 19/20	FY 20/21	FY 21/22	5 YR TOTAL
Parks & Building Maintenance Administration Land Acquisition	BLLAND					500,000	500,000
<b>TOTAL</b>		\$ -	\$ -	\$ -	\$ -	\$ 500,000	\$ 500,000

**JUSTIFICATIONS**

**FY20/21**

**Parks & Building Maintenance Administration Land Acquisition:** Current building was built in 1962 to serve as the City fire station, and has been renovated numerous times. The current square footage of the building and lot are not adequate size to house the Parks & Building Maintenance Division. Proceeds from the sale of the current location would offset the purchase price of new acquisition.

CITY OF SAFETY HARBOR  
ADOPTED FY2017/2018 BUDGET

<b>Fund No:</b> 32 - Capital Projects <b>Department:</b> 58 - Parks <b>Project Title:</b> Improvements Building <b>Funding Source:</b> Penny for Pinellas <b>Location:</b> Various Parkland Properties <b>Account:</b> 032-3058-572-6200							
PROJECT COSTS							
Project Description	Project #	FY 17/18	FY 18/19	FY 19/20	FY 20/21	FY 21/22	5 YR TOTAL
MSP & NCP Storage Improvements	PR0022	40,000					40,000
Fishing Pier Improvements	PR0057	155,000					155,000
<b>TOTAL</b>		<b>\$ 195,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 195,000</b>

**JUSTIFICATIONS**

**FY17/18**

**MSP & NCP Storage Improvements:** The current storage rooms will be renovated to proper secure the building and added climate control.

**Fishing Pier Improvements:** Current shelter & pier (stringers) were built in 1996, both will reach the useful life in FY 17/18. Improvements include replacement of pier shelter, and the 415 linear foot of support stringers.

CITY OF SAFETY HARBOR  
ADOPTED FY2017/2018 BUDGET

<b>Fund No:</b>	32 - Capital Projects
<b>Department:</b>	58 - Parks
<b>Project Title:</b>	Improvements Other than Buildings
<b>Funding Source:</b>	Penny for Pinellas
<b>Location:</b>	Various Parkland Properties
<b>Account:</b>	032-3058-572-6300

PROJECT COSTS							
Project Description	Project #	FY 17/18	FY 18/19	FY 19/20	FY 20/21	FY 21/22	5 YR TOTAL
SHCP Ball Field Light Replacement	PKI024	250,000					250,000
MSP Tennis Court Light Improvements	PR0039	20,000					20,000
Mease Playground Replacement	PKI005	75,000					75,000
Boat Ramp Decking Replacement	MAR011	50,000					50,000
SHCP Turf Replacements & Playground Addition	PR0064		160,000				160,000
SHCP Walking Trail	PKI032		50,000				50,000
NCP Improvements	PKI031		35,000				35,000
SHCP Irrigation Electric & Contactor Replacements	PKI030		28,000				28,000
SHCP Ball Field Improvements	PKI027		15,000		15,000		30,000
SHCP Dugout Improvements	PKI028			80,000			80,000
Outdoor Fitness Zones	PKI033				60,000	60,000	120,000
Skatepark Shade Structure	PR0033			25,000			25,000
<b>TOTAL</b>		<b>\$ 395,000</b>	<b>\$ 288,000</b>	<b>\$ 105,000</b>	<b>\$ 75,000</b>	<b>\$ 60,000</b>	<b>\$ 923,000</b>

**IMPACT ON FY 17/18 OPERATING BUDGET:**

	<u><b>FY 17/18</b></u>	
Personnel Services	15,000	added maintenance
Supplies	8,000	replacement plant/tree materials
Contractual Services	5,000	spraying & fertilizing
Fixed Cost (i.e. Utilities)		
Other		
<b>Total Increase (Decrease)</b>	<b>28,000</b>	

**JUSTIFICATIONS**

**FY17/18**

**SHCP Ball Field Lighting Replacement:** Existing lights (10+ years) have reached the end of useful life, combined with current technology require replacement.

**MSP Tennis Court Light Replacement:** The tennis courts were built with the original park in 1990; and the lights have reached the end of their useful life, requiring numerous repairs. With enhanced technology, the replacement lights will have an LED factor for energy savings, and will be a downward directed style to eliminate the “glow” for neighboring residents.

**Mease Area Playground Replacement:** Current equipment installed in FY 96/97. Land lease with Trustees of Mease Hospital, Inc. scheduled for renewal in October 2016.

**Veterans Memorial Improvements:** The existing pavers were installed in 2001 and have deteriorated where some are no longer readable due to the elements exposure. Improvements include: replace existing 460 pavers with newest technology (\$20,000); and remove, stabilize re-install pavers (\$30,000), new picnic tables, trash receptacles (\$10,000); new shelters (\$15,000); erosion control (\$7,000).

**Folly Farms Improvements:** Funding for future growth of parkland facilities

#### **FY 18/19**

**SHCP Turf Replacement & Additions:** Turf will reach the end of its useful life in FY 18; requiring replacement. Staff recommends installing additional turf in heavily used areas

**SHCP Ball Field Improvements:** Re-build of the infield and up to 30’ of the outfield on two ball fields. The re-build is needed to keep consistent drainage of fields and ultimately the overall park; and improved playing surfaces for participants.

**SHCP Walking Trail:** Installment of a five foot wide walking/jogging flexi-pave trail around the perimeter of the park.

**NCP Improvements:** installation of a dog park area; repair of irrigation well & system upgrade.

#### **FY 19/20**

**Skate Park Shade Structure:** The renovated skate park from a wood structure to concrete has enhanced the heating factor for most of the year. The exposure to full sun throughout the park requires a shaded area for the athletes.

**SHCP Dugout Improvements:** The existing dugouts on fields 1-4 have reached the end of useful life; the replacements will be the concrete models as on field #5, making all the fields consistent.

**Outdoor Fitness Zones:** Installation of two outdoor fitness zones.

#### **FY 20/21**

**SHCP Ball Field Improvements:** Re-build of the infield and up to 30’ of the outfield on two ball fields. The re-build is needed to keep consistent drainage of fields and ultimately the overall park; and improved playing surfaces for participants.

**Outdoor Fitness Zones:** Installation of two outdoor fitness zones.

CITY OF SAFETY HARBOR  
ADOPTED FY2017/2018 BUDGET

<b>Fund No:</b> 32 - Capital Projects <b>Department:</b> 58 - Parks <b>Project Title:</b> Automotive Equipment <b>Funding Source:</b> Penny for Pinellas <b>Location:</b> Various Parkland Properties <b>Account:</b> 032-3058-572-6401							
PROJECT COSTS							
Project Description	Project #	FY 17/18	FY 18/19	FY 19/20	FY 20/21	FY 21/22	5 YR TOTAL
Vehicle Replacement #400	PKV010		25,000				25,000
<b>TOTAL</b>		<b>\$ -</b>	<b>\$ 25,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 25,000</b>

**JUSTIFICATIONS**

**FY 18/19**

**Vehicle Replacement #400:** Current vehicle is 2003 Chevy S-10 pickup truck. Fleet recommends replacement FY 18/19.

CITY OF SAFETY HARBOR  
ADOPTED FY2017/2018 BUDGET

<b>Fund No:</b> 32 - Capital Projects <b>Department:</b> 58 - Parks <b>Project Title:</b> Machinery & Equipment <b>Funding Source:</b> Penny for Pinellas <b>Location:</b> Various Parkland Properties <b>Account:</b> 032-3058-572-6440							
PROJECT COSTS							
Project Description	Project #	FY 17/18	FY 18/19	FY 19/20	FY 20/21	FY 21/22	5 YR TOTAL
Parks Utility Vehicle	PKE008	13,000		13,000		13,000	39,000
Parks Bobcat & Trailer	PKE007	45,000					45,000
Replace 1992 Ford Tractor/Tiller #949	PKI010	23,000					23,000
Parks Equipment Replacement & Renewal	PKE006		51,000	32,000	28,000	35,000	146,000
Portable Generator Replacements	PR0040			80,000			80,000
Kubota Backhoe Replacement	PKE009					45,000	45,000
<b>TOTAL</b>		<b>\$ 81,000</b>	<b>\$ 51,000</b>	<b>\$ 125,000</b>	<b>\$ 28,000</b>	<b>\$ 93,000</b>	<b>\$ 378,000</b>

**JUSTIFICATIONS**

**FY17/18**

**Parks Bobcat & Trailer:** A new purchase, identified through need for maintenance on various parkland & beautification properties. Currently utilizing a PW machine; which has created scheduling issues for all departments with deadlines.

**Parks Utility Vehicle:** Replaces a golf cart currently in use; a utility vehicle provides the needed power to sustain use of Main Street events, and parkland maintenance.

**Parks Replacement of 1992 Ford Tractor/Tiller:** Current equipment is a 1992 Ford Tractor with attachment tiller for various properties and has reached the end of its useful life.

**FY 18/19**

**Parks Equipment Replacement & Renewal:** The initial equipment purchased between 2008-2013 will have reached the end of useful life. The equipment needing replaced will be Gravely mowers #1006, #1007, #1008 and #1009.

**FY 19/20**

**Parks Equipment Replacement & Renewal:** The initial equipment purchased between 2010-2014 will have reached the end of useful life. The equipment needing replaced will be Toro mowers #1016, #1017.

**Portable Generator Replacement:** The portable generator is utilized for special event power and a reserve unit for emergency purposes.

**Parks Utility Vehicle:** Replaces an aged utility vehicle currently in use; a utility vehicle provides the needed power to sustain use of Main Street events, and parkland maintenance.

**FY 20/21**

**Parks Equipment Replacement & Renewal:** The initial equipment purchased between 2011-2015 will have reached the end of useful life. The equipment needing replaced will be ExMark mowers #1023, #1024

**FY 21/22**

**Parks Equipment Replacement & Renewal:** The initial equipment purchased between 2011-2015 will have reached the end of useful life.

**Parks Utility Vehicle:** Replaces an aged utility vehicle currently in use; a utility vehicle provides the needed power to sustain use of Main Street events, and parkland maintenance.

**Kubota Backhoe Replacement:** Current equipment is a 2008 Kubota backhoe utilized for maintenance on parklands and beautification areas, and will reach the end of useful life.





CITY OF SAFETY HARBOR  
ADOPTED FY2017/2018 BUDGET

**FUND # 041 - WATER & WASTEWATER**

	<u>2017/18</u>	<u>2018/19</u>	<u>2019/20</u>	<u>2020/21</u>	<u>2021/22</u>
<b>REVENUES:</b>					
Water Revenue *	\$ 4,397,560	\$ 4,903,300	\$ 5,467,200	\$ 6,095,900	\$ 6,278,800
Water Tap Fees	5,380	5,410	5,440	5,470	5,500
Sewer Services *	5,840,990	6,512,700	7,261,700	8,096,800	8,339,700
Late Charges-Utilities	95,000	96,000	97,000	98,000	99,000
Industrial Surcharge	250	300	300	300	300
Utility Fixtures	1,500	1,500	1,500	1,500	1,500
Interest	71,820	72,500	73,200	73,900	74,600
Miscellaneous Revenue	40,000	40,400	40,800	41,210	41,620
Non-Operating Dept Reimb	668,590	668,600	668,600	668,600	668,600
Debt Proceeds	8,115,000	2,567,800	2,890,000	-	-
Total Revenues	19,236,090	14,868,510	16,505,740	15,081,680	15,509,620
Carry Over	2,688,920	4,978,470	4,991,740	7,708,260	13,031,040
<b>TOTAL REVENUES</b>	<b>\$ 21,925,010</b>	<b>\$ 19,846,980</b>	<b>\$ 21,497,480</b>	<b>\$ 22,789,940</b>	<b>\$ 28,540,660</b>
<b>APPROPRIATIONS:</b>					
Capital Improvements	<u>PROJ #</u>				
Information Technology					
City-wide Phone System Replacement	WSIE02	90,060	-	-	-
Plotter: Shared Use by Engineering/Leisure Services/Lit	WSIE03	11,000	-	-	-
City Hall Network Server Replacement	WSIE04	130,000	-	-	-
Water					
Material Storage Containment System - Allocated	PWI005	-	25,000	-	-
Replace 3/4 Ton Pick Up Truck (Vehicle #203)	WTV005	-	30,000	-	-
Replace Water Quality Utility Van (Vehicle #236)	WTV006	-	-	32,000	-
Replace 2004 GMC Sierra 2500 Pickup (Vehicle #204)	WTV007	-	-	45,000	-
Replace Wellpoint Pump	WTE002	-	50,000	-	-
Replace Portable Light Towers #618 and #639	WTE005	-	30,000	-	-
Replace Portable Air Compressor #629	WTE006	-	20,000	-	-
Replace Forklift (Vehicle #993)	WTE008	-	-	75,000	-
Wastewater					
Material Storage Containment System - Allocated	PWI005	-	25,000	-	-
Replace TV Step Van (Vehicle #206)	SWV002	-	-	-	275,000
Replace 2005 1-Ton Hydro Jet Truck (Vehicle #274)	SWV003	-	-	120,000	-
Replace 5-Yard Dump Truck (Vehicle #217)	SWV004	90,000	-	-	-
Replace Portable Pump #620	SWE006	57,000	-	-	-
SCADA System Survey & Design	SWE007	-	50,000	-	-
SCADA System Phase I	SWE008	-	75,000	-	-
SCADA System Phase II	SWE009	-	-	75,000	-
Capital Improvements Total		378,060	180,000	277,000	275,000
Water & Wastewater Dept. Costs		8,253,480	8,294,752	8,336,223	8,377,903
Interfund Transfers Out					
To Water & Wastewater/Renewal & Replacement Fund (DEBT SERVICE)		8,115,000	2,567,800	2,890,000	-
To Water & Wastewater/Renewal & Replacement Fund		-	3,626,690	2,100,000	1,000,000
To Debt Service Funds					
2012 Refunding		-	30,000	30,000	30,000
2006 Revenue Note		200,000	156,000	156,000	156,000
Total Interfund Transfers Out		8,315,000	6,380,490	5,176,000	1,186,000
<b>FUND RESERVE</b>		4,978,470	4,991,740	7,708,260	13,031,040
<b>BUDGETED APPROPRIATIONS</b>		<b>\$ 21,925,010</b>	<b>\$ 19,846,980</b>	<b>\$ 21,497,480</b>	<b>\$ 22,789,940</b>
					<b>\$ 28,540,660</b>

\* Annual increases of 11.5% from FY17 to FY21

CITY OF SAFETY HARBOR  
ADOPTED FY2017/2018 BUDGET

Fund No:	41						
Department:	4016 - Information Technology						
Project Title:	Data Processing Equipment						
Funding Source:	Water and Wastewater Revenue						
Location:	City Hall						
Account:	041-4016-513-6440						
PROJECT COSTS							
Project Description	Project #	FY 17/18	FY 18/19	FY 19/20	FY 20/21	FY 21/22	5 YR TOTAL
City-wide Phone System Replacement	WSIE02	90,060					90,060
City Hall Network Server Replacement	WSIE04	130,000					130,000
Plotter: Shared by Engineering/Leisure Services/Library	WSIE03	11,000					11,000
TOTAL		\$ 231,060	\$ -	\$ -	\$ -	\$ -	\$ 231,060

**JUSTIFICATIONS**

**FY17/18**

**WSIE02 – City-wide Phone System Replacement:** Phones and parts for the existing system are no longer available, and the company we originally purchased the system from will not extend the service contract. Cost of the replacement system is estimated at \$86,060 plus system training for \$4,000, a total estimated cost of \$90,060.

**WSIE03 – Plotter Shared by Engineering/Leisure Services/Library:**

The current Plotter and Scanner are over 10 (ten) years old. The new Plotter/Scanner is one unit and is much faster than the existing system. The pricing for the new Plotter/Scanner also comes with a 4 year on-site warranty. This equipment is shared by Engineering, Leisure Service, and the Library.

**WSIE04 – City Hall Network Server Replacement:**

The current Network Server System at City Hall is reaching end of life and only refurbished parts are available.

CITY OF SAFETY HARBOR  
ADOPTED FY2017/2018 BUDGET

Fund No:	41						
Department:	35- Water						
Project Title:	Public Works Complex Improvements						
Funding Source:	Water and Wastewater Revenue, Other						
Location:	Public Works Department						
Account:	041-4035-533-6300						
PROJECT COSTS							
Project Description	Project #	FY 17/18	FY 18/19	FY 19/20	FY 20/21	FY 21/22	5 YR TOTAL
Material Storage Containment Systems	PWI005		25,000				25,000
TOTAL		\$ -	\$ 25,000	\$ -	\$ -	\$ -	\$ 25,000

**JUSTIFICATIONS**

**FY 18/19**

**Material Storage Containment System:** The 100' x 25' storage containment system would be used to keep materials such as street sweeping debris, rock aggregate for pipe bedding, sediment from manholes and catch basins, asphalt millings, road base, and occasional discharge from sanitation/recycling trucks.

CITY OF SAFETY HARBOR  
ADOPTED FY2017/2018 BUDGET

Fund No:	41						
Department:	35-Water						
Project Title:	Water Division Vehicles						
Funding Source:	Water and Wastewater Revenue, Other						
Location:	Public Works Complex/1200 Railroad Avenue						
Account:	041-4035-533-6401						
PROJECT COSTS							
Project Description	Project #	FY 17/18	FY 18/19	FY 19/20	FY 20/21	FY 21/22	5 YR TOTAL
Replace vehicle # 203 (3/4 ton pick up truck)	WTV005		30,000				30,000
Replace vehicle # 236 (Van)	WTV006			32,000			32,000
Replace vehicle # 204 (Truck)	WTV007				45,000		45,000
TOTAL		\$ -	\$ 30,000	\$ 32,000	\$ 45,000	\$ -	\$ 107,000

**JUSTIFICATIONS**

**FY 18/19**

**Replace vehicle #203 (3/4 ton pickup truck):** This 2004 pickup truck is used daily for pump station maintenance and by FY 18/19 will have approximately 100,000 miles and in FY 18/19 this vehicle will be 14 years old. This vehicle has exceeded its life expectancy.

**FY 19/20**

**Replace vehicle #236 (water quality utility van):** This 2005 utility van is used for potable water quality sampling, and fire hydrant maintenance. By FY19/20 it will be 15 years old and have met its life expectancy.

**FY 20/21**

**Replace vehicle #204 (water foreman truck):** This is a 2004 Chevy 2500 and will be 17 years old at the time of replacement.

CITY OF SAFETY HARBOR  
ADOPTED FY2017/2018 BUDGET

Fund No:	41						
Department:	035 -Water						
Project Title:	Water Division Equipment						
Funding Source:	Water and Wastewater Revenue, Other						
Location:	Public Works Complex/1200 Railroad Avenue						
Account:	041-4035-533-6440						
PROJECT COSTS							
Project Description	Project #	FY 17/18	FY 18/19	FY 19/20	FY 20/21	FY 21/22	5 YR TOTAL
Replace Portable Light Towers # 618 and #639	WTE005		30,000				30,000
Replace Portable Air Compressor #629	WTE006		20,000				20,000
Replace Wellpoint Pump	WTE002			50,000			50,000
Replace Forklift #993	WTE008				75,000		75,000
TOTAL		\$ -	\$ 50,000	\$ 50,000	\$ 75,000	\$ -	\$ 175,000

**JUSTIFICATIONS**

**FY 18/19**

**Replace portable light towers # 618 and # 639:** Existing units are 1991 models. They are necessary to provide required lighting for field crews while performing emergency repair work and for special events.

**Replace portable air compressor # 629:** Existing unit is a 1989 model and is used for various types of jobs including sandblasting, water main tapping, jack hammers and jack and bore equipment. By 18/19 budget year the existing unit will be 30 years old.

**FY 19/20**

**Replace wellpoint pump:** The current pump is a 1991 model that frequently requires repairs. By the FY 19/20 Budget, it will be 29 years old. The pump is necessary to dewater the ground prior to excavating for the repair of water and sewer pipelines and is required to run continuously 24 hours a day during these repairs. The new pump will have a 70 (dba) or lower noise level so that it is more environmentally/neighborhood friendly.

**FY 20/21**

**Replace forklift # 993:** This 1993 forklift has a 10,000 lbs lifting capacity and provides for safe unloading procedures for numerous Public Works related projects. By the 20/21 budget this forklift will be 29 years old.

CITY OF SAFETY HARBOR  
ADOPTED FY2017/2018 BUDGET

Fund No:	41						
Department:	36-Wastewater						
Project Title:	Public Works Complex Improvements						
Funding Source:	Water and Wastewater Revenue, Other						
Location:	Public Works/ Complex Improvements						
Account:	041-4036-535-6300						
PROJECT COSTS							
Project Description	Project #	FY 17/18	FY 18/19	FY 19/20	FY 20/21	FY 21/22	5 YR TOTAL
Material Storage Containment Systems	PWI005		25,000				25,000
TOTAL		\$ -	\$ 25,000	\$ -	\$ -	\$ -	\$ 25,000

**JUSTIFICATIONS**

**FY 18/19**

**Material Storage Containment System:** The 100' x 25' storage containment system would be used to keep materials such as street sweeping debris, rock aggregate for pipe bedding, sediment from manholes and catch basins, asphalt millings, road base, and occasional discharge from sanitation/recycling trucks.

CITY OF SAFETY HARBOR  
ADOPTED FY2017/2018 BUDGET

Fund No:	41						
Department:	036 Wastewater						
Project Title:	Wastewater Division Vehicles						
Funding Source:	Water and Wastewater. Revenue, Other						
Location:	Public Works Complex/1200 Railroad Avenue						
Account:	041-4036-535-6401						
PROJECT COSTS							
Project Description	Project #	FY 17/18	FY 18/19	FY 19/20	FY 20/21	FY 21/22	5 YR TOTAL
Replace vehicle #217 (5 Yard Dump truck)	SWV004	90,000					90,000
Replace vehicle #274 (one ton hydro jet truck)	SWV003			120,000			120,000
Replace vehicle #206 (TV truck)	SWV002					275,000	275,000
TOTAL		\$ 90,000	\$ -	\$ 120,000	\$ -	\$ 275,000	\$ 485,000

**JUSTIFICATIONS**

**FY17/18**

**Replace vehicle # 217 (5 yard dump truck):** Vehicle 217 is a 1989 5 yard dump truck that has been used by water-wastewater personnel to transport roadway materials and trailer necessary heavy equipment into the field. This vehicle is 29 years old. This is also the CDL training vehicle. The vehicle is past its service life.

**FY 19/20**

**Replace vehicle #274 (one ton hydro jet truck):** This 2005 hydro jet truck is used by the wastewater division staff to perform necessary daily maintenance, including cleaning and unclogging sewer lines and locating existing underground utilities.

**FY 21/22**

**Replace vehicle #206 (CCTV truck):** This is a 1986 Chevy truck that has been refurbished multiple times during its useful life. This truck records video necessary for making repairs to the sewer system. This truck will be 37 years old at the time of replacement.

CITY OF SAFETY HARBOR  
ADOPTED FY2017/2018 BUDGET

<b>Fund No:</b>	41						
<b>Department:</b>	036- Wastewater						
<b>Project Title:</b>	Wastewater Division Equipment						
<b>Funding Source:</b>	Water and Wastewater, Revenue, Other						
<b>Location:</b>	Public Works Complex/1200 Railroad Avenue						
<b>Account:</b>	041-4036-535-6440						
<b>PROJECT COSTS</b>							
<b>Project Description</b>	<b>Project #</b>	<b>FY 17/18</b>	<b>FY 18/19</b>	<b>FY 19/20</b>	<b>FY 20/21</b>	<b>FY 21/22</b>	<b>5 YR TOTAL</b>
Replace portable pump # 620	SWE006	57,000					57,000
SCADA System Survey and Design	SWE007		50,000				50,000
SCADA Phase 1	SWE008			75,000			75,000
SCADA Phase 2	SWE009				75,000		75,000
<b>TOTAL</b>		<b>\$ 57,000</b>	<b>\$ 50,000</b>	<b>\$ 75,000</b>	<b>\$ 75,000</b>	<b>\$ -</b>	<b>\$ 257,000</b>

**JUSTIFICATIONS**

**FY17/18**

**Replace portable pump # 620:** Existing unit is a 1986 model and is used to bypass sewage around lift stations during electrical or mechanical failures. The new unit will have 70 (dba) or lower noise level so that it is more environmentally/neighborhood friendly.

**FY 18/19**

**SCADA System Design (lift stations):** Design a system that will allow for monitoring of pump run times, high level alarms, and web based reporting. System will enable the City to save approximately 6 hours over time each month by reducing the amount of labor gathering information in the field. This system will allow the supervisor to receive high level alarms anywhere and anytime instead of relying on citizens to report. By the time a citizen reports a high level alarm, a spill has a greater chance of happening. We have had several spills that have been reported to FDEP this year.

**FY 19/20**

**SCADA System Design (lift stations):** Design a system that will allow for monitoring of pump run times, high level alarms, and web based reporting. System will enable the City to save approximately 6 hours over time each month by reducing the amount of labor gathering information in the field. This system will allow the supervisor to receive high level alarms anywhere and anytime instead of relying on citizens to report. By the time a citizen reports a high level alarm, a spill has a greater chance of happening.

**FY 20/21**

**SCADA System Design (lift stations):** Design a system that will allow for monitoring of pump run times, high level alarms, and web based reporting. System will enable the City to save approximately 6 hours over time each month by reducing the amount of labor gathering information in the field. This system will allow the supervisor to receive high level alarms anywhere and anytime instead of relying on citizens to report. By the time a citizen reports a high level alarm, a spill has a greater chance of happening.



CITY OF SAFETY HARBOR  
ADOPTED FY2017/2018 BUDGET

**FUND # 044 - SANITATION FUND**

	<u>2017/18</u>	<u>2018/19</u>	<u>2019/20</u>	<u>2020/21</u>	<u>2021/22</u>
<b>REVENUES:</b>					
Solid Waste Franchise Fee	\$ 50,000	\$ 50,800	\$ 51,600	\$ 52,400	\$ 53,200
Grants	13,470	13,470	13,470	13,470	13,470
Industrial Surcharge	3,000	3,000	3,000	3,000	3,000
Sanitation/Refuse Charges	2,925,800	3,042,832	3,164,550	3,291,130	3,422,780
Interest	36,260	35,900	36,300	36,700	37,100
Recycling Sales	10,000	10,100	10,200	10,300	10,400
Miscellaneous	15,000	1,200	11,200	1,200	11,200
Other	-	60,000	60,000	60,000	60,000
Total Revenues	3,053,530	3,217,302	3,350,320	3,468,200	3,611,150
Carry Over	1,425,450	1,034,970	427,452	120,952	152,332
<b>TOTAL REVENUES</b>	<b>\$ 4,478,980</b>	<b>\$ 4,252,272</b>	<b>\$ 3,777,772</b>	<b>\$ 3,589,152</b>	<b>\$ 3,763,482</b>

**APPROPRIATIONS:**

	Proj #				
Capital Improvements					
Material Storage Containment System - Allocated	PWI005	-	50,000	-	-
Replace Side Loader #316	SNV015	300,000	-	-	-
Extended Cab Pick Up #399	SNV021	30,000	-	-	-
Dumpster Transporter (Vehicle #318)	SNV022	-	93,000	-	-
Refurbish (1) Side Loader #509	SNV023	-	-	185,000	-
Replace Side Loader #308	SNV024	-	-	310,000	-
Replace Front Loader #514	SNV025	-	275,000	-	-
Replace roll-off truck #331	SNV026	165,000	-	-	-
Replace side loaders #317	SNV027	-	310,000	-	-
Replace Side Loader #309	SNV028	-	-	325,000	-
Replace Rear Loader #303	SNV029	-	-	-	200,000
Replace Rear Loader #304	SNV030	-	-	-	200,000
Recycling Containers	SNE002	50,000	-	50,000	50,000
Capital Improvements Total		545,000	728,000	545,000	450,000
Sanitation Dept. Costs		2,899,010	3,044,000	3,059,000	3,059,000
Interfund Transfer Out to Debt Service Fund		-	52,820	52,820	52,820
<b>FUND RESERVE</b>		1,034,970	427,452	120,952	152,332
<b>BUDGETED APPROPRIATIONS</b>		<b>\$ 4,478,980</b>	<b>\$ 4,252,272</b>	<b>\$ 3,777,772</b>	<b>\$ 3,589,152</b>

**UNFUNDED PROJECTS**

CNG Filling Station	FLE006	-	-	300,000	-	-
<b>TOTAL UNFUNDED PROJECTS</b>		<b>-</b>	<b>-</b>	<b>300,000</b>	<b>-</b>	<b>-</b>

CITY OF SAFETY HARBOR  
ADOPTED FY2017/2018 BUDGET







<b>Fund No:</b>	044 Sanitation						
<b>Department:</b>	4532 Sanitation						
<b>Project Title:</b>	Public Works Complex Improvements						
<b>Funding Source:</b>	Sanitation Revenues, Other						
<b>Location:</b>	Public Works Department/1200 Railroad Avenue						
<b>Account:</b>	044-4532-534-6300						
PROJECT COSTS							
Project Description	Project #	FY 17/18	FY 18/19	FY 19/20	FY 20/21	FY 21/22	5 YR TOTAL
Material Storage Containment System	PWI005		50,000				50,000
TOTAL		\$ -	\$ 50,000	\$ -	\$ -	\$ -	\$ 50,000
ACCOUNTING DISTRIBUTION							
MATERIAL STORAGE CONTAINMENT SYSTEM		FY 17/18					
032-3031-541-6300 Capital Projects		\$50,000					
001-2037-538-6300 Stormwater		50,000					
041-4035-533-6300 Wtr/Wastewater		25,000					
041-4036-535-6300 Wtr/Wastewater		25,000					
044-4532-534-6300 Sanitation		50,000					
Total Cost Project		\$200,000					

**JUSTIFICATIONS**

**FY 18/19**

**Material Storage Containment System:** The 100' x 25' storage containment system would be used to keep materials such as street sweeping debris, rock aggregate for pipe bedding, sediment from manholes and catch basins, asphalt millings, road base, and occasional discharge from sanitation/recycling trucks.

CITY OF SAFETY HARBOR  
ADOPTED FY2017/2018 BUDGET

<b>Fund No:</b>	044 Sanitation						
<b>Department:</b>	Parks						
<b>Project Title:</b>	Sanitation Division Automotive Equipment						
<b>Funding Source:</b>	Sanitation Revenues/Borrowed Funds						
<b>Location:</b>	Public Works Department/1200 Railroad Avenue						
<b>Account:</b>	044-4532-534-6401						
PROJECT COSTS							
Project Description	Project #	FY 17/18	FY 18/19	FY 19/20	FY 20/21	FY 21/22	5 YR TOTAL
Replace side load truck #316	SNV015	300,000					300,000
Replace roll-off truck #331	SNV026	165,000					165,000
Replace extended cab pick-up truck #399	SNV021	30,000					30,000
Replace side load truck #317	SNV027		310,000				310,000
Replace dumpster transport truck #318	SNV022		93,000				93,000
Replace front load truck #514	SNV025		275,000				275,000
Replace side load truck #308	SNV024			310,000			310,000
Refurbish side load truck #509	SNV023			185,000			185,000
Replace side load truck #309	SNV028				325,000		325,000
Replace rear loader #303	SNV029					200,000	200,000
Replace claw truck #307	SNV030					200,000	200,000
TOTAL		\$ 495,000	\$ 678,000	\$ 495,000	\$ 325,000	\$ 400,000	\$ 2,393,000
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### **JUSTIFICATIONS**

#### **FY17/18**

**Replace (1) side loader:** Truck 316 is primary collection truck, running four days a week collecting residential trash and recycling. The truck has a 2003 cab and chassis, with refurbished body in FY 12/13. By the proposed replacement date, this vehicle will have surpassed its life expectancy of 4 to 6 years. Upon acquiring the new vehicle, truck 316 will be declared surplus.

**Replace roll-off truck:** Truck 331 is a 1989 roll-off truck that has surpassed its life expectancy of 15 years. This truck runs two days a week hauling recycling from two drop off sites and businesses. The truck is also used as needed to haul scrap metals, construction & demolition debris and yard waste by multiple divisions. The vehicle is also used for storm debris removal after severe weather. Upon acquiring the new vehicle, existing truck 510 will become the backup unit.

**Extended cab pick-up truck:** Truck 399 is used by the Sanitation Supervisor on a daily basis for various duties involving sanitation and recycling. This vehicle is also used for transporting staff between vehicles when necessary and to meetings. Upon acquiring the new vehicle, existing unit will become a loaner vehicle for Fleet Maintenance to use when other vehicles are down for service.

#### **FY 18/19**

**Replace (1) side loader:** Truck 317 is primary collection truck, running four days a week collecting residential trash and recycling. The truck has a 2003 cab and chassis, with refurbished body in FY 12/13. By the proposed replacement date, this vehicle will have surpassed its life expectancy of 4 to 6 years. Upon acquiring the new vehicle, truck 317 will be declared surplus.

**Dumpster transporter:** Truck 318 is a 2003. The truck is used to transport dumpster deliveries, temporary containers, replacement trash/recycling containers, appliance pick-ups and recycling drop off sites. This vehicle is a key aspect to the additional services provided to residents. By the proposed replacement date, this vehicle will be 15 years old, meeting its life expectancy of 10 to 12 years. Upon acquiring the new vehicle, truck 361 will become back up and truck 318 will be declared surplus.

**Front loader truck:** This truck is a primary collection vehicle for commercial accounts and multi-family units. It is on the road 5 days a week. The commercial collection stops have increased along with creating a designated route for recycling collection twice a week creating the need for moving up the scheduled purchase of the commercial truck. Upon acquiring the new vehicle, existing truck 514 will become the second primary unit, truck 306 will become the back-up for both trucks and truck 310 will be declared surplus.

#### **FY 19/20**

**Replace (1) side loader:** Truck 308 is primary collection truck, running four days a week collecting residential trash and recycling. The truck has a 2008 cab and chassis, with refurbished body in FY 14/15. By the proposed replacement date, this vehicle will have surpassed its life expectancy of 4 to 6 years. Upon acquiring the new vehicle, truck 308 will be declared surplus.

**Refurbish (1) side loader:** Truck 509 is a primary collection truck, running four days a week. By the proposed replacement date, this vehicle will be 5 years old, meeting its life expectancy of 4 to 6 years. The vehicle will be refurbished with a new refuse body and arm, due to the low mileage on the cab and chassis. Saving the City money by only replacing the body and not entire vehicle. This will prolong the life of the vehicle another 4 to 6 years.

#### **FY 20/21**

**Replace (1) side loader:** Truck 309 is primary collection truck, running four days a week collecting residential trash and recycling. The truck has a 2008 cab and chassis, with refurbished body in FY14/15. By the proposed replacement date, this vehicle will have surpassed its life expectancy of 4 to 6 years. Upon acquiring the new vehicle, truck 309 will be declared surplus.

**Rear load truck:** Truck 303 is a 2007. This truck is used to pick up residential trash, yard waste and recycling, up to five days a week. By the proposed replacement dates, this vehicle will have exceeded its typical useful life of 10 to 12 years. Upon acquiring the new vehicle, truck 303 will be declared surplus.

#### **FY 21/22**

**Claw truck:** Truck 307 is a 2006. This truck is used to pick up special yard waste and bulk pick-up collections one to three days a week. By the proposed replacement dates, this vehicle will have exceeded its typical useful life of 12 to 13 years. Upon acquiring the new vehicle, existing truck 347 will become the back-up unit and truck 307 will be declared surplus.

CITY OF SAFETY HARBOR  
ADOPTED FY2017/2018 BUDGET

**FUND # 048 - WATER & WASTEWATER RENEWAL & REPLACEMENT**

		<u>2017/18</u>	<u>2018/19</u>	<u>2019/20</u>	<u>2020/21</u>	<u>2021/22</u>
<b>REVENUES:</b>						
Backflow Revenue	\$	5,500	\$ 5,600	\$ 5,700	\$ 5,800	\$ 5,900
Interest		134,890	133,500	134,800	136,100	137,500
Interfund Transfer In From Water & Wastewater Fund		-	3,626,690	2,100,000	1,000,000	-
Interfund Transfer In From Water & Wastewater Fund (DEBT SERVICE)		8,115,000	2,567,800	2,890,000	-	-
Total Revenues		8,255,390	6,333,590	5,130,500	1,141,900	143,400
Carry Over		2,901,810	2,556,700	3,461,990	2,481,990	1,623,390
<b>TOTAL REVENUES</b>		<b>\$ 11,157,200</b>	<b>\$ 8,890,290</b>	<b>\$ 8,592,490</b>	<b>\$ 3,623,890</b>	<b>\$ 1,766,790</b>
<b>APPROPRIATIONS:</b>						
Capital Improvements	Proj #					
<i>Water</i>						
Green Springs Subdivision Water Main	UT0084	\$ 1,000,000	\$ -	\$ -	\$ -	\$ -
Huntington Office Park/North City Park Water Main	UT0086	800,000	-	-	-	-
Espiritu Santo Springs/Washington Brennan Water Main 2	UT0091	280,000	1,200,000	-	-	-
Pinellas Avenue Water Main & Fire Protection	UT0094	-	75,000	200,000	-	-
Philippe Pointe Pedestrian Bridge Water Main	UT0095	-	100,000	250,000	-	-
Seminole Park and Harbor Heights Water Main	UT0096	-	200,000	1,000,000	-	-
North Bay Hills Water Main Replacement Phase III	UT0097	-	240,000	1,200,000	-	-
North Bay Hills Water Main Replacement Phase IV	UTW001	-	-	170,000	800,000	-
Cypress Trace Water Main	UTW002	140,000	-	-	-	-
Maple Way Water Lines - Survey & Design	UTW003	-	-	-	-	100,000
Radio Frequency Meter Replacement	UT0101	-	95,000	90,000	90,000	90,000
<i>Wastewater</i>						
Northeast Regional Wastewater Treatment Plant	UT0005	2,700,000	847,800	890,000	-	-
Joyce & Irwin Street Sewer Line 2	UT0074	-	1,500,000	-	-	-
South Green Springs Subdivision Reline Sewer Main	UT0078	-	1,000,000	-	-	-
Washington-Brennan/N. Bayshore Sewer Replacement 1	UT0085	1,200,000	-	-	-	-
Briar Creek Mobile Home Community Reline Sewer Main 1	UT0087	700,000	-	-	-	-
North Bayshore Lift Station Repair	UT0089	-	60,000	-	-	-
Baywoods I, II & III Subdivisions Reline Sewer Mains 3	UT0092	-	-	2,100,000	-	-
Highlands Lift Station Repair	UT0093	60,000	-	-	-	-
Cypress Hollow Lift Station Repair	UT0100	-	-	100,000	-	-
North Bayshore Lift Station Force Main Repair	UT0102	720,000	-	-	-	-
Harbor Woods Lift Station Repair	UT0103	-	-	-	100,000	-
Southwest Sanitary Sewer Main Relining	UTS001	-	-	-	900,000	-
Cypress Trace Force Main Relocation	UTS002	140,000	-	-	-	-
Master Lift Station Improvements	UTS004	-	-	-	-	50,000
Water & Wastewater I & I Study	UTS003	750,000	-	-	-	-
Capital Improvements Total		8,490,000	5,317,800	6,000,000	1,890,000	240,000
Water & Sewer Renewal & Replacement Dept. Costs		110,500	110,500	110,500	110,500	110,500
<b>FUND RESERVE*</b>		2,556,700	3,461,990	2,481,990	1,623,390	1,416,290
<b>BUDGETED APPROPRIATIONS</b>		<b>\$ 11,157,200</b>	<b>\$ 8,890,290</b>	<b>\$ 8,592,490</b>	<b>\$ 3,623,890</b>	<b>\$ 1,766,790</b>

\* Requires minimum mandatory \$500,000 Fund Reserve per debt covenant

CITY OF SAFETY HARBOR  
ADOPTED FY2017/2018 BUDGET

<b>Fund No:</b> 48 <b>Department:</b> 35-Water <b>Project Title:</b> Citywide Water Improvements <b>Funding Source:</b> Water and Wastewater Revenues, Other <b>Location:</b> Various Citywide <b>Account:</b> 048-4035-533-6300							
PROJECT COSTS							
Project Description	Project #	FY 17/18	FY 18/19	FY 19/20	FY 20/21	FY 21/22	5 YR TOTAL
Green Springs Subdivision main replacement	UT0084						
Construction		1,000,000					1,000,000
Huntington Office Park/ North City Park main replacement	UT0086						
Construction		800,000					800,000
Espirtiu Santo Springs/Washington Brennan Subdivisions main replacement	UT0091						
Survey and Design		280,000					280,000
Construction			1,200,000				1,200,000
Pinellas Avenue water main and fire protection installation	UT0094						
Survey and Design			75,000				75,000
Construction				200,000			200,000
Philippe Pointe pedestrian bridge main relocation	UT0095						
Survey and Design			100,000				100,000
Construction				250,000			250,000
Seminole Park and the Harbor Heights Subdivisions line replacement	UT0096						-
Survey and Design			200,000				200,000
Construction				1,000,000			1,000,000
North Bay Hills water main replacement Phase III	UT0097						
Survey and Design			240,000				240,000
Construction				1,200,000			1,200,000
North Bay Hills water main replacement Phase IV	UTW001						
Survey and Design				170,000			170,000
Construction					800,000		800,000
Cypress Trace water main relocation	UTW002						-
Construction		140,000					140,000
Maple Way	UTW003						
Survey and Design						100,000	100,000
<b>TOTAL</b>		<b>\$2,220,000</b>	<b>\$1,815,000</b>	<b>\$2,820,000</b>	<b>\$800,000</b>	<b>\$100,000</b>	<b>\$ 7,755,000</b>

## **JUSTIFICATIONS**

### **FY17/18**

**Replace 6 inch cast iron water mains in the Green Springs subdivision:** Replace 5,500 feet of 6 inch cast iron water main. This targeted area originally installed in 1927 has had multiple pipe line failures resulting in emergency repairs and the interruption of service to surrounding residents. These cast iron pipes will be replaced with PVC pipe.

**Replace 12 inch cast iron water main at the Huntington Office Park/ North City Park:** Replace approximately 900 feet of 12 inch cast iron water main. This is a main distribution line for the City that is in poor condition. It has been necessary to undertake emergency repairs at several locations in this targeted area to maintain system integrity. This 12 inch main line currently runs underneath the detention pond for the Huntington Office Park.

**Espiritu Santo Springs/Washington Brennan Subdivisions:** Consultant survey and design services for water main replacements in Espiritu Santo Springs/Washington-Brennan Subdivisions.

### **FY 18/19**

**Replace water mains in the Espiritu Santo Springs/Washington Brennan subdivision:** Replace 11,000 feet of galvanized and old cast iron water line. The existing water line is in poor condition and it has been necessary to undertake repairs at various locations in order to maintain system integrity. The service connections and the main line will be replaced with PVC pipes.

**Pinellas Avenue:** Consultant survey and design services for 6" water main and fire hydrant installation on Pinellas Avenue.

**Philippe Pointe pedestrian bridge:** Consultant survey and design services for 8" water main relocation from the Philippe Pointe pedestrian bridge.

**Seminole Park revised and the Harbor Heights subdivision:** Consultant survey and design services for 2" line replacement in the Seminole Park Revised and the Harbor Heights subdivisions.

**North Bay Hills Phase III:** Consultant survey and design services for North Bay Hills water main replacement phase III.

### **FY 19/20**

**Install 6 inch PVC water main and fire protection on Pinellas Avenue:** Replace 600 feet of 2 inch galvanized water line. The existing water line is in poor condition and it has become necessary to undertake repairs at various locations in order to maintain system integrity. The service connections will be replaced and the main line will be upgraded to a 6 inch water main so fire hydrants can be installed to provide additional fire protection to surrounding areas.

**Relocate 8 inch water main from the Philippe Pointe pedestrian bridge:** Replace 520 feet of 8 inch flanged pipe that is currently attached to this bridge. Occasionally repairs have been required due to the movement of the wooden boardwalk. This project will require installing the water main underground including directional boring under Bishop Creek.

**Replace 2 inch galvanized water lines in the Seminole Park Revised and the Harbor Heights Subdivision:** Replace 4,600 feet of galvanized water lines. The existing water line is in poor condition and it has been necessary to undertake repairs at various locations in order to maintain system integrity. The service connections and the main line will be replaced with PVC pipe.

**North Bay Hills water main replacement phase III:** Replace 1,400 feet of 8 inch cast iron and 5,600 feet of 6 inch cast iron water main. These targeted areas originally installed in 1974 have had multiple pipeline failures resulting in emergency repairs and the interruption of service to surrounding residents. The cast iron and galvanized water lines will be replaced with PVC pipe. Targeted areas are North Bay Hills Blvd, Teal Terrace and Mallard Drive.

**North Bay Hills Phase IV:** Consultant survey and design services for North Bay Hills water main replacement phase IV.

#### **FY 20/21**

**North Bay Hills water main replacement phase IV:** Replace 2,700 feet of 8 inch cast iron and 1,400 feet of 12 inch cast iron water main. These targeted areas originally installed in 1974 have had multiple pipe line failures resulting in emergency repairs and the interruption of service to surrounding residents. The cast iron and galvanized water lines will be replaced with PVC pipe. Targeted areas are Egret Terrace, Swan Lane and Blue Heron Street. Upon the completion of this project, the 12" cast iron line behind the homes on Blue Heron Street and Swan Lane will be abandoned in place eliminating the possibility of this line rupturing and causing property damage behind these homes.

#### **FY 21/22**

**Maple Way:** Current water lines are galvanized and cast iron pipe. The lines are very old and subject to breaks any time. Install new 2" water main on Oak Street. Tie into 6" water main on 4<sup>th</sup> Street North. Reinstall water mains and tie into homes. Replace 4" CIP water main from 4<sup>th</sup> Street North to the end of Maple Way to a 2" water main.



CITY OF SAFETY HARBOR  
ADOPTED FY2017/2018 BUDGET

Fund No:	48						
Department:	35- Water						
Project Title:	Radio Frequency Meter Replacements						
Funding Source:	Water Revenue						
Location:	Various Locations						
Account:	048-4035-533-6440						
PROJECT COSTS							
Project Description	Project #	FY 17/18	FY 18/19	FY 19/20	FY 20/21	FY 21/22	5 YR TOTAL
Replace existing Radio Frequency Meters	UT0101		95,000	90,000	90,000	90,000	365,000
TOTAL		\$ -	\$ 95,000	\$ 90,000	\$ 90,000	\$ 90,000	\$ 365,000

**JUSTIFICATIONS**

**FY 18/19**

**Radio Frequency Meter Replacements:** It is planned to replace existing radio frequency meters that have met their life expectancy. FY 18/19 will be meter books 2 and 3. The benefits of radio frequency water meters are;

- Increases meter reader efficiency as it does not require the meter reader to leave the truck. This also results in eliminating hazards when the meter reader has to physically access the meter.
- Potential estimated meter readings are eliminated.
- Customer calls and billing cycles are reduced because the software to transfer data to the utility billing system is already being used for existing radio frequency meters.

**FY 19/20**

**Radio Frequency Meter Replacements:** It is planned to replace existing radio frequency meters that have met their life expectancy. FY 19/20 will be meter books 8, 9, 31 and 46. The benefits of radio frequency water meters are;

- Increases meter reader efficiency as it does not require the meter reader to leave the truck. This also results in eliminating hazards when the meter reader has to physically access the meter.
- Potential estimated meter readings are eliminated.
- Customer calls and billing cycles are reduced because the software to transfer data to the utility billing system is already being used for existing radio frequency meters.

**FY 20/21**

**Radio Frequency Meter Replacements:** It is planned to replace existing radio frequency meters that have met their life expectancy. FY 20/21 will be meter books 24, 39 and 41. The benefits of radio frequency water meters are;

- Increases meter reader efficiency as it does not require the meter reader to leave the truck. This also results in eliminating hazards when the meter reader has to physically access the meter.
- Potential estimated meter readings are eliminated.
- Customer calls and billing cycles are reduced because the software to transfer data to the utility billing system is already being used for existing radio frequency meters.

**FY 21/22**

**Radio Frequency Meter Replacements:** It is planned to replace existing radio frequency meters that have met their life expectancy. FY 21/22 will be meter books 11, 13 and 48. The benefits of radio frequency water meters are;

- Increases meter reader efficiency as it does not require the meter reader to leave the truck. This also results in eliminating hazards when the meter reader has to physically access the meter.
- Potential estimated meter readings are eliminated.
- Customer calls and billing cycles are reduced because the software to transfer data to the utility billing system is already being used for existing radio frequency meters.

CITY OF SAFETY HARBOR  
ADOPTED FY2017/2018 BUDGET

<b>Fund No:</b>	48						
<b>Department:</b>	36- Wastewater						
<b>Project Title:</b>	Sanitary Sewer Improvements						
<b>Funding Source:</b>	Water and Wastewater Revenue, Other						
<b>Location:</b>	Various Citywide						
<b>Account:</b>	048-4036-535-6300						
PROJECT COSTS							
Project Description	Project #	FY 17/18	FY 18/19	FY 19/20	FY 20/21	FY 21/22	5 YR TOTAL
Northeast Regional Wastewater Treatment Plant Improvements	UT0005	2,700,000	847,784	890,000			4,437,784
Joyce & Irwin Street Sewer Line Replacement	UT0074		1,500,000				1,500,000
North Bayshore Drive Sewer Replacement Construction	UT0085	1,200,000					- 1,200,000
Reline clay sewer main in the Briar Creek MH Community & in the Northwood East Subdivision	UT0087	700,000					700,000
North Bayshore Lift Station Repair	UT0089		60,000				60,000
Reline clay sewer main in the South Green Springs Subdivision	UT0078		1,000,000				1,000,000
Highlands lift station repair	UT0093	60,000					60,000
Reline clay sewer main in Baywoods I,II & III Construction	UT0092			2,100,000			- 2,100,000
N. Bayshore Lift Station Force Main Replacement Construction	UT102	720,000					- 720,000
Cypress Hollow Lift Station Repair	UT0100			100,000			100,000
Baytown West Lift Station Repair	UT0103				100,000		100,000
Southwest Sanitary Sewer Main Relining	UTS001				900,000		900,000
Cypress Trace force main relocation Construction	UTS002	140,000					- 140,000
Master lift station repair	UTS004					50,000	50,000
Wastewater I & I Study	UTS003	750,000					750,000
TOTAL		\$ 6,270,000	\$ 3,407,784	\$ 3,090,000	\$ 1,000,000	\$ 50,000	\$ 13,817,784

## **JUSTIFICATIONS**

### **FY 17/18**

**Northeast Regional Wastewater Treatment Plant Improvements:** The NE Plant is a 13.5 million gallons a day advanced wastewater treatment facility. The City of Safety Harbor has the rights to 4 million gallons a day of treatment. By contractual agreement, the City of Clearwater will manage and maintain the facility and the City of Safety Harbor will assist financially with the capital improvement and maintenance cost of the facility at the pro rata rate of 4/13.5%. The funds allocated are estimates from the City of Clearwater for those capital expenses and maintenance cost that will keep this facility in working order to meet the State and Federal regulation within the years listed. These funds change periodically due to project timing, construction costs, unforeseen conditions and regulations and requirement.

**North Bayshore Drive Sewer replacement:** Replace 5,400 feet of gravity sewer line including 31 manholes. The existing old 8-inch clay sewer is in poor condition and requires significant maintenance. Some of the contributing problems are intruding taps – root intrusion – and dropped joint.

**Cypress Trace force main relocation:** This pipeline is in conflict with a stormwater restoration project of Mullet Creek. It will be necessary to lower and relocate approximately 250 feet of this force main.

**Reline clay sewer main in the Briar Creek MH Community and in the Northwood East subdivision:** Reline approximately 10,100 feet of clay sewer mains. This type of pipe has joints every five feet that will begin to leak allowing ground water to enter the system resulting in higher running times at our pump stations and higher cost at the sewer treatment plant.

**Highlands Lift Station repair:** Current pumping equipment is 19 years old and is in need of replacement. This project consists of bypassing the sewage flows, refurbishing the wet well and valve vault, replacing the pumps, electrical control panel and all valves and piping. Wastewater Division personnel will perform this work.

**North Bayshore Lift Station Force Main Replacement:** Replace and upgrade the force main size to 6” for North Bayshore Lift Station, redirecting the flow down Church Street to 6<sup>th</sup> Street North which will eliminate the force main having to cross Mullet Creek.

**Wastewater I&I Study:** The I & I Study will allow the city to determine which Sanitary Sewer piping is in the worst condition. This will allow the City to decide which piping systems will require lining or replacement first. This study is critical for planning the future budget years. These pipes are having issues because of cracks caused from root intrusion and many joints are starting to separate or break off at the joint connections. This causes dirt and sand to enter the system causing backups for the citizens of Safety Harbor. Additionally this causes major repairs for the water and sewer divisions.

### **FY18/19**

**Northeast Regional Wastewater Treatment Plant Improvements:** The NE Plant is a 13.5 million gallons a day advanced wastewater treatment facility. The City of Safety Harbor has the rights to 4 million gallons a day of treatment. By contractual agreement, the City of Clearwater will manage and maintain the facility and the City of Safety Harbor will assist financially with the capital improvement and maintenance cost of the facility at the pro rata rate of 4/13.5%. The funds allocated are estimates from the City of Clearwater for those capital expenses and maintenance cost that will keep this facility in working order to meet the State and Federal regulation within the years listed. These funds change periodically due to project timing, construction costs, unforeseen conditions and regulations and requirement.

**Reline clay sewer main in the South Green Springs subdivision:** Reline approximately 15,500 feet of clay sewer mains. This type of pipe has joints every five feet that will begin to leak allowing ground water to enter the system resulting in higher running times at our pump stations and higher cost at the sewer treatment plant.

**FY18/19 (continued)**

**North Bayshore Lift Station repair:** Current pumping equipment is 23 years old and is in need of replacement. This project consists of bypassing the sewage flows, refurbishing the wet well and valve vault, replacing the pumps, electrical control panel and all valves and piping. Wastewater Division personnel will perform this work.

**Joyce and Irwin Street sewer line replacement:** Replace 3,200 feet of gravity sewer line including 10 manholes. This existing old 8- inch clay sewer main is in poor condition and requires significant maintenance. Some of the contributing problems are intruding taps - root intrusion and dropped joints

**FY 19/20**

**Northeast Regional Wastewater Treatment Plant Improvements:** The NE Plant is a 13.5 million gallons a day advanced wastewater treatment facility. The City of Safety Harbor has the rights to 4 million gallons a day of treatment. By contractual agreement, the City of Clearwater will manage and maintain the facility and the City of Safety Harbor will assist financially with the capital improvement and maintenance cost of the facility at the pro rata rate of 4/13.5%. The funds allocated are estimates from the City of Clearwater for those capital expenses and maintenance cost that will keep this facility in working order to meet the State and Federal regulation within the years listed. These funds change periodically due to project timing, construction costs, unforeseen conditions and regulations and requirement.

**Reline clay sewer main in Baywoods I, II, and III:** Reline approximately 11,200 feet of clay sewer mains. This type of pipe has joints every five feet that will begin to leak allowing ground water to enter the system resulting in higher running times at our pump stations and higher cost at the sewer treatment plant.

**Cypress Hollow Lift Station Repair:** Current pumping equipment is 21 years old and is in need of replacement. This project consists of bypassing the sewage flows, refurbishing the wet well and valve vault, replacing the pumps, electrical control panel and all valves and piping. Wastewater Division personnel will perform this work.

**FY 20/21**

**Southwest sewer main relining:** Reline approximately 13,500 feet of clay sewer mains. This type of pipe has joints every five feet that will begin to leak allowing ground water to enter the system resulting in higher running times at our pump stations and higher cost at the sewer treatment plant.

**Baytown West lift Station repair:** Current pumping equipment is 18 years old and is in need of replacement. This project consist of bypassing the sewage flows, refurbishing the wet well and valve vault, replacing the pumps, electrical control panel and all valves and piping. Wastewater Division personnel will perform this work.

**FY 21/22**

**Master Lift Station repair:** Replace # 2 pump. # 2 pump is 30 years old and will fail. Pump has been rebuilt twice. Public Works personnel will complete this work.



CITY OF SAFETY HARBOR  
ADOPTED FY2017/2018 BUDGET

<b>FUND # 063 - PARKLAND DEDICATION</b>
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		<u>2017/18</u>	<u>2018/19</u>	<u>2019/20</u>	<u>2020/21</u>	<u>2021/22</u>
<b>REVENUES:</b>						
Residential Impact Fees		\$ 12,600	\$ 12,900	\$ 12,600	\$ 12,300	\$ 12,100
Interest		10,970	10,900	10,800	10,900	11,000
Total Revenues		23,570	23,800	23,400	23,200	23,100
Carry Over		757,640	43,710	34,010	23,410	12,110
<b>TOTAL REVENUES</b>		<b>\$ 781,210</b>	<b>\$ 67,510</b>	<b>\$ 57,410</b>	<b>\$ 46,610</b>	<b>\$ 35,210</b>
<b>APPROPRIATIONS:</b>						
Capital Improvements	<u>Proj #</u>					
Waterfront Park Phase II	CRAWPD	\$ 400,000	\$ -	\$ -	\$ -	\$ -
Folly Farms Improvements (Weiss property)	FOLLY	85,000	-	-	-	-
Capital Improvements Total		485,000	-	-	-	-
Parkland Dedication Dept. Costs	PR0022	47,500	28,500	29,000	29,500	30,000
Principal Payment (Lease - Elm St)		5,000	5,000	5,000	5,000	5,000
Transfers Out						
To General Fund		200,000	-	-	-	-
<b>FUND RESERVE</b>		43,710	34,010	23,410	12,110	210
<b>BUDGETED APPROPRIATIONS</b>		<b>\$ 781,210</b>	<b>\$ 67,510</b>	<b>\$ 57,410</b>	<b>\$ 46,610</b>	<b>\$ 35,210</b>
<b>UNFUNDED PROJECTS</b>						
Elm Street Property Development	PDI006	\$ 250,000	-	-	-	-

CITY OF SAFETY HARBOR  
ADOPTED FY2017/2018 BUDGET

<b>Fund No:</b> 63 - Parkland <b>Department:</b> 58 - Parks <b>Project Title:</b> Park Improvements <b>Funding Source:</b> Parkland Impact Fees <b>Location:</b> Various Parkland Properties <b>Account:</b> 063-6058-572-6300							
PROJECT COSTS							
Project Description	Project #	FY 17/18	FY 18/19	FY 19/20	FY 20/21	FY 21/22	5 YR TOTAL
Waterfront Park Development - Phase II	CRAWPD	400,000					400,000
Folly Farms Improvements	FOLLY	85,000					85,000
Elm Street Property Development (Unfunded)	PDI006						-
<b>TOTAL</b>		<b>\$ 485,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 485,000</b>
<b>IMPACT ON FY 17/18 OPERATING BUDGET:</b>  <div style="text-align: right; margin-right: 100px;"> <b><u>FY 17/18</u></b>            Personnel Services                      \$ 55,000            Fixed Cost (i.e. Utilities)                      15,000  <hr style="width: 100px; margin-left: 0;"/>           Total Increase (Decrease)                      \$ 70,000         </div>							

**JUSTIFICATIONS**

**FY 17/18**

**Waterfront Park Development – Phase II:** Phase II of the Waterfront Park includes boat trailer parking, realigning east Veterans Memorial Lane to grass, installation of water misters, and construction of a living shoreline.

**Folly Farms Improvements:** Funding for future growth of parkland facilities.

**Elm Street Property Design & Permitting:** Property purchased from the PCSB in February 2013, for future development of the site into a city park serving local & regional residents/visitors. (Unfunded in FY17/18).



CITY OF SAFETY HARBOR  
ADOPTED FY2017/2018 BUDGET

<b>FUND # 064 - TRANSPORTATION IMPACT FEE FUND</b>
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	<u>2017/18</u>	<u>2018/19</u>	<u>2019/20</u>	<u>2020/21</u>	<u>2021/22</u>
<b>REVENUES:</b>					
Interest	\$ 9,130	\$ 3,300	\$ 3,300	\$ 3,300	\$ 3,300
Total Revenues	9,130	3,300	3,300	3,300	3,300
Carry Over	542,840	195,970	199,270	202,570	205,870
<b>TOTAL REVENUES</b>	<b>\$ 551,970</b>	<b>\$ 199,270</b>	<b>\$ 202,570</b>	<b>\$ 205,870</b>	<b>\$ 209,170</b>
<b>APPROPRIATIONS:</b>					
Capital Improvements	Proj #				
Philippe Park Pedestrian Bridge	PDI009	\$ 150,000	-	-	-
MLK Sidewalk at Folly Farms	ST0045	56,000	-	-	-
Miscellaneous Bicycle/Pedestrian Projects	ST0044	100,000	-	-	-
Capital Improvements Total		306,000	-	-	-
<b>FUND RESERVE</b>		195,970	199,270	202,570	205,870
<b>BUDGETED APPROPRIATIONS</b>		<b>\$ 501,970</b>	<b>\$ 199,270</b>	<b>\$ 202,570</b>	<b>\$ 205,870</b>
		<b>\$ 209,170</b>			

CITY OF SAFETY HARBOR  
ADOPTED FY2017/2018 BUDGET

<b>Fund No:</b> 064 Transportation Impact Fee Fund <b>Department:</b> 31 - Street <b>Project Title:</b> New Miscellaneous Street/Sidewalk/Bridge Work <b>Funding Source:</b> Gas Tax, Other <b>Location:</b> Public Works Department, 1200 Railroad Ave. <b>Account:</b> 064-6031-541-6300							
PROJECT COSTS							
Project Description	Project #	FY 17/18	FY 18/19	FY 19/20	FY 20/21	FY 21/22	5 YR TOTAL
Philippe Park Pedestrian Bridge	PDI009	150,000					150,000
Miscellaneous Bicycle/Pedestrian Projects	ST0044	100,000					100,000
MLK Sidewalk at Folly Farms	ST0045	56,000					56,000
<b>TOTAL</b>		<b>\$ 306,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 306,000</b>

**JUSTIFICATIONS**

**FY17/18**

**PDI009 – Philippi Park Pedestrian Bridger:** These funds will allow contract work for unanticipated road repair throughout the city and removal of hazardous Trees when needed.

**ST0044 – Miscellaneous Bicycle/Pedestrian Improvements:** During FY2015/2016, the City Commission goals included the preparation of a bicycle/pedestrian master plan. This budget item is a placeholder to allow for the implementation of capital projects that are identified as part of the master plan process (unfunded).

**ST0045 – MLK Sidewalk at Folly Farms:** To provide sidewalk connectivity, construct sidewalk along the south side of Martin Luther King (MLK) Street North from the terminus end at the Los Prados Condominiums property to the driveway entrance to Folly Farm. Scope includes a pedestrian crossing of MLK at the Folly Farms driveway entrance.

CITY OF SAFETY HARBOR  
ADOPTED FY2017/2018 BUDGET

<b>FUND # 067 - COMMUNITY REDEVELOPMENT AGENCY</b>
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	<u>2017/18</u>	<u>2018/19</u>	<u>2019/20</u>	<u>2020/21</u>	<u>2021/22</u>
<b>REVENUES:</b>					
CRA Taxes	\$ 489,390	\$ 494,281	\$ 499,221	\$ 504,210	\$ 509,249
Interest	9,570	9,500	9,600	9,700	9,800
Total Revenues	498,960	503,781	508,821	513,910	519,049
Carry Over	130,140	9,270	(1,749)	(14,928)	(30,318)
<b>TOTAL REVENUES</b>	<b>\$ 629,100</b>	<b>\$ 513,051</b>	<b>\$ 507,072</b>	<b>\$ 498,982</b>	<b>\$ 488,731</b>
<b>APPROPRIATIONS:</b>					
Capital Improvements	<u>Proj #</u>				
Veterans Memorial Improvements	PKI026	82,000	-	-	-
17-foot Artificial Holiday Tree for Gazebo	CRHOLT	10,000	-	-	-
Baranoff Oak Tree Reinforcement	CRTREE	13,000	-	-	-
Oak Tree Lightning Protection System - Gazebo	CRTREE	7,000	-	-	-
Capital Improvements Total		112,000	-	-	-
Transfers Out					
To General Fund*		157,000	157,000	157,000	157,000
Community Redevelopment Dept. Costs		350,830	357,800	365,000	372,300
<b>FUND RESERVE ASSIGNED FOR WFP REPAYMENT</b>					
<b>FUND RESERVE</b>		9,270	(1,749)	(14,928)	(30,318)
<b>BUDGETED APPROPRIATIONS</b>		<b>\$ 629,100</b>	<b>\$ 513,051</b>	<b>\$ 507,072</b>	<b>\$ 498,982</b>

\*Transfers of \$157,000 to General Fund for 7 years beginning in FY 2016

CITY OF SAFETY HARBOR  
ADOPTED FY2017/2018 BUDGET

<b>Fund No:</b> 067-6517-515-6300 <b>Department:</b> Community Development Building Division <b>Project Title:</b> Tree Maintenance /CRA Improvements <b>Funding Source:</b> CRA Ad Valorem Taxes <b>Location:</b> Community Redevelopment Area <b>Account:</b> 067-6517-515-6300							
PROJECT COSTS							
Project Description	Project #	FY 17/18	FY 18/19	FY 19/20	FY 20/21	FY 21/22	5 YR TOTAL
Lightning Protection	CRTREE	7,000					7,000
Baranoff Oak Tree Support	CRTREE	13,000					13,000
Veterans Memorial Plaza Improvements	PKI026	82,000					82,000
17-foot Artificial Holiday Tree	CRHOLT	10,000					10,000
<b>TOTAL</b>		<b>\$ 112,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 112,000</b>

**JUSTIFICATIONS**

**FY17/18**

**Lightning Protection System:** Large oak trees are vulnerable to lightning damage. This would fund one lighting protection system for an unnamed large tree #1 (large live oak), located at the gazebo. A lightning protection system would reduce tree damage during a lightning event and provide a preferred path for electrical charges to the ground. This tree will be named prior to the City's centennial celebration.

**Baranoff Oak Tree Support:** There are 3 wood supports that hold up branches from the tree to keep them out of the way of the public. The wood is starting to crack and decay. We want to replace with steel supports painted green that will cradle the branches to provide support. There is also one other branch that needs supplemental support. These supports will provide a long term benefit to the tree where branches are supporting that might fail.

**Veterans Memorial Plaza Improvements:** The existing pavers were installed in 2001 and have deteriorated where some are no longer readable due to the elements exposure. Improvements include: replace existing 460 pavers with newest technology (\$20,000); and remove, stabilize re-install pavers (\$30,000), new picnic tables, trash receptacles (\$10,000); new shelters (\$15,000); erosion control (\$7,000).

**17-foot Artificial Holiday Tree:** The tree currently being used was purchased in 2008 and is in need of replacement.

## **SAFETY HARBOR, FLORIDA**



**END**





TRAIL