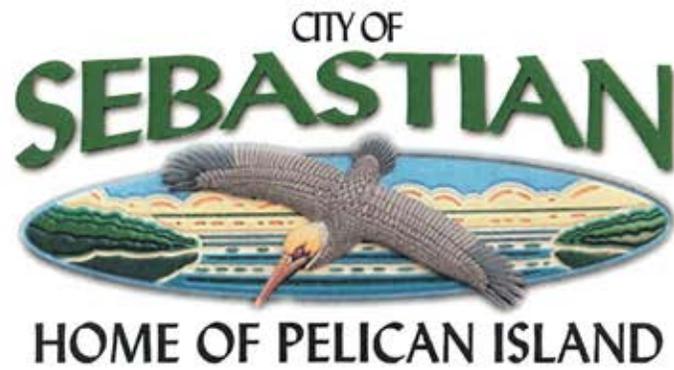


CITY OF SEBASTIAN, FLORIDA

**ANNUAL BUDGET
FISCAL YEAR 2022–2023**



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CITY COUNCIL

Jim Hill
Mayor

Fred Jones
Vice-Mayor

Ed Dodd
Council Member

Bob McPartlan
Council Member

Christopher Nunn
Council Member

**CITY OF SEBASTIAN
FLORIDA**

**ANNUAL BUDGET
FISCAL YEAR 2022–2023**

CITY MANAGEMENT

Jeanette Williams
City Clerk

Paul Carlisle
City Manager

Manny Anon, Jr.
City Attorney

DEPARTMENT HEADS

Kenneth W. Killgore
Administrative Services Director/CFO

Daniel Acosta
Police Chief

Karen Miller
Public Works Director

Lisa Frazier
Community Development Director

Wayne Eseltine
Building Official

Brian Benton
Leisure Services Director

Greg Gardner
Director of Golf

Jeff Sabo
Airport Manager



GOVERNMENT FINANCE OFFICERS ASSOCIATION

*Distinguished
Budget Presentation
Award*

PRESENTED TO

**City of Sebastian
Florida**

For the Fiscal Year Beginning

October 01, 2021

Christopher P. Morill

Executive Director

The Government Finance Officers Association of the United States and Canada (GFOA) presented an award of Distinguished Presentation to the City of Sebastian, Florida for its annual budget for the fiscal year beginning October 1, 2018. In order to receive this award, a government unit must publish a budget document that meets program criteria as a policy document, as an operations guide, as a financial plan, and as a communication device.

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

Prepared by the City of Sebastian Administrative Services Department, 1225 Main Street, Sebastian, FL 32958

CITY OF SEBASTIAN, FLORIDA
FISCAL YEAR 2022-2023 ANNUAL BUDGET

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CITY OF SEBASTIAN, FLORIDA
FISCAL YEAR 2022-2023 ANNUAL BUDGET

HOW TO READ THE BUDGET

This budget document serves two purposes to the users. One purpose is to provide City Council and general public a clear view of the services provided. The other purpose is to serve as an operating plan that conforms to the city's financial policies. There are six sections included in this document.

Budget Message – This section includes the budget transmittal letter from the City Manager. The letter addresses the key policy changes that support the adopted budget document.

Budget Overview – This section provides an overview of the key policy issues and programs, community profile and revenue trend analysis, and an overall budget summary.

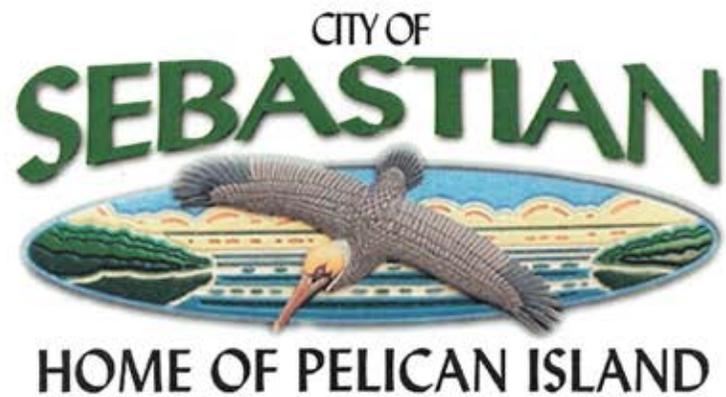
Policies – This section presents the City's policies that guide the preparation of the budget.

Budget Detail – This section is broken down by fund types:

- **General Fund** - This section provides detailed general fund revenue analysis and departmental/division budget information on services, goals and objectives, performance measures, staffing, and expenditures by line item. General Fund is the main operating fund of the City and includes traditional municipal activities, such as public safety, public works and recreation.
- **Special Revenue Funds** - This section provides description of each individual fund as well as detailed line item budget information. These funds account for revenues dedicated or restricted to specific uses.
- **Debt Service Funds** - This section provides description of the individual fund as well as detailed line item budget information. These type of funds account for transactions associated with the City's long-term debt.
- **Capital Project Funds** - This section provides detailed budget information on funding sources and project appropriation (uses) for all FY 2022/23 capital projects.
- **Enterprise Funds** - This section provides revenue projection for each enterprise fund and detailed departmental/division budget information on services, goals and objectives, performance measures, staffing, and expenditure by line item. These funds are expected to be self-supporting and include the City's Airport, Golf Course and Building Department.

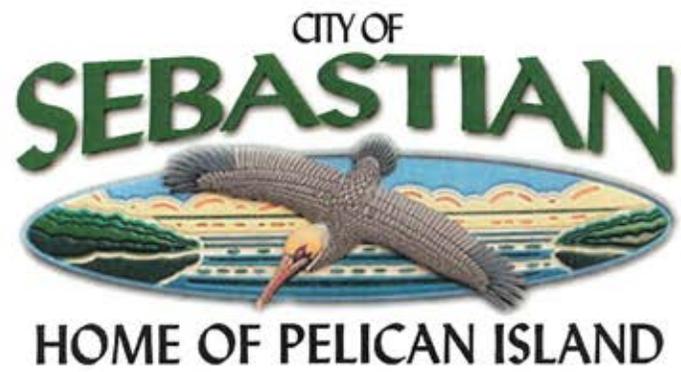
Capital Improvement Program – The Capital Improvement Program section provides a long-range capital improvement plan. The plan describes planned capital improvement projects and funding sources for Fiscal Year 2023-2028.

Schedules – This section provides historical trend information on ad valorem tax millage rates and tax collections. Debt service schedules are provided to support the budgeted line item detail. A five-year capital outlay schedule is included for future planning, including narratives and schedules on the impacts of those capital outlays on operating costs. Summary projections are also included for the special revenue and enterprise funds. A Glossary helps translate some of the budget language into plain English.

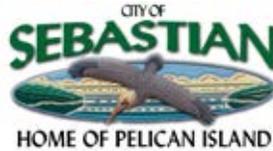


CITY OF SEBASTIAN FLORIDA
ANNUAL BUDGET
FISCAL YEAR 2022-2023

BUDGET MESSAGE



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October 1, 2022

The Honorable Mayor Jim Hill and City Council
City of Sebastian
1225 Main Street, City Hall
Sebastian, Florida, USA

Re: Fiscal Year 2023 Budget Letter of Transmittal

Dear Mayor Hill and City Council Members:

In compliance with provisions of the City Charter and Florida Statutes, we are pleased to submit the Fiscal Year 2022-23 Budget. Total appropriations, transfers-out and increases to reserves for all City Funds are \$47,567,142, as compared to the \$48,178,690 that was approved before amendments last year. Excluding transfers-out and the increases to reserves, total expenditures/expenses are \$40,788,440, as compared to the \$39,535,276 that was initially approved last year.

Most of the increase in total expenditures is attributable to General Fund personnel additions, adjustments to minimum pay rates and increases in operating accounts due to higher prices. General Fund revenue projections are sufficient to fund \$1,234,856 of those added expenditures. The additional revenues needed to balance are primarily from State revenue sharing and one-half cent sales taxes of \$691,535 and from an increase of \$445,337 in ad valorem taxes.

This year, new additions to the tax roll produced \$133,810 of the higher ad valorem taxes, while adjustments to taxable values of properties on the tax roll the prior year produced \$462,704. Those increases were partially offset by \$151,171 from adoption of a lower millage. A millage of 2.9050 was recommended by Staff to be sufficient to balance the General Fund budget and it was adopted by the City Council on September 30th along with approval of the annual budgets for all funds, the Capital Improvement Program and financial policies.

The General Fund budget includes the addition of a Human Resources Assistant, three Police Officers, a Construction Specialist, a Planner and a GIS Technician. A Part-time Mechanic was also added and a Part-time Clerical Assistant was eliminated. A Plans Examiner and a Permitting Technician was added to the Building Fund budget and in the Stormwater Utility Fund, two Maintenance Worker positions added last year were eliminated and a Part-time Inspector added. Although pay adjustments were made for those employees below the minimum pay for their classifications, other pay adjustments were not budgeted. By year-end, negotiations with the two Collective Bargaining Units had not been finalized.

The City Council appointed Citizen's Budget Review Advisory Committee conducted several meetings to review the initial draft of the proposed budget and to determine their recommendations to the City Council. They were advised that Staff had been able to trim the budget request and limit spending so that the General Fund budget was balanced using a millage of 2.9050. At their final meeting, a motion was adopted to approve the proposed budget and recommend the 2.9050 millage.

The City Council appointed Parks and Recreation Advisory Committee also played a role in formulating the budget for the Recreation Impact Fee Fund by commenting and being supportive on the projects being recommended by Staff. These included additional park identification signage, plus improvements to parks and playgrounds.

All the capital improvement projects recommended by Staff were memorialized in the Capital Improvement Program and presented to the Planning and Zoning Commission, which recommended that it be adopted by the City Council.

City Council adopted the Final Fiscal Year 2023 Budget with no changes from the proposed budget.

AD VALOREM TAXES

The table below is an example of the effect of the approved 2.9050 millage assuming a homesteaded property taxed on a value of \$200,000 last year. In accordance with Florida Statutes, the taxable value for homesteaded properties may only be increased by the lesser of the consumer price index increase or 3%. As the consumer price index increase was greater, homesteaded taxpayers taxable value may have increase by the 3% but with the reduction in millage to 2.9050 their tax would just be an additional \$9 for the year.

	<u>FY 2021-22 With 3.0043 Millage</u>	<u>FY 2022-23 With 2.9050 Millage</u>
Taxable Value	\$ 200,000	\$ 206,000
Homestead Exemption	50,000	50,000
Net Taxable Value	<u>\$ 150,000</u>	<u>\$ 156,000</u>
Millage	<u>3.0043</u>	<u>2.9050</u>
Taxes for Year	\$451	\$460
Tax Increase		\$9

The table below shows the effect of the approved 2.9050 millage assuming a property without the homestead exemption and a value of \$200,000 last year, assuming it increased at the maximum reassessment rate of 10.0% in accordance with Florida Statutes. Therefore, non-homesteaded taxpayers with the full 10% increase in taxable value will be taxed an additional \$38 for the year.

	<u>FY 2021-22 With 3.0043 Millage</u>	<u>FY 2022-23 With 2.9050 Millage</u>
Taxable Value	\$200,000	\$ 220,000
Millage	<u>3.0043</u>	<u>2.9050</u>
Taxes for Year	\$601	\$639
Tax Increase		\$38

The table below summarizes the city-wide change in taxable values from last year:

	<u>Amount</u>	<u>Percent Change</u>
FY2022 Final Taxable Value	\$1,584,816,281	
Revised Assessed Values	186,680,228	11.78%
New Construction and Additions	47,981,095	3.03%
FY2023 Certified Taxable Value	<u>\$1,819,477,604</u>	<u>14.81%</u>

Ad Valorem tax revenue comprises 34.4% of FY 2023 General Fund budgeted revenues excluding interfund transfers and is General Fund’s largest single source of revenue. This percentage had dropped significantly in 2018 due to large reimbursements from FEMA for hurricane damages. In the years of 2017 to 2020, the City was able to steadily lower the millage but increased it in 2021 due to anticipated reductions in State revenue sharing and sales tax collections. Those reductions were expected due to businesses being shut down or restricted during the worst of the COVID-19 Pandemic. Those revenue sources have recovered and in 2022 and 2023, the City has been able to slightly reduce the millage while roughly maintaining around the same percentage from ad valorem taxes as compared to revenues excluding interfund transfers.

The following table shows total revenues and the percentage that ad valorem taxes were to the total General Fund revenues:

<u>Fiscal Year</u>	<u>Total Revenues</u>	<u>Ad Valorem Taxes</u>	<u>% of General Fund</u>
2013	9,109,714	2,904,754	31.9%
2014	9,429,396	2,913,240	30.9%
2015	10,024,963	3,285,808	32.8%
2016	10,644,321	3,588,674	33.7%
2017	11,172,488	3,793,025	33.9%
2018	13,301,990	3,786,661	28.5%
2019	12,949,191	3,941,543	30.4%
2020	12,391,402	3,867,257	31.2%
2021	13,710,021	4,533,635	33.1%
2022	14,495,007	4,701,435	32.4%
2023	14,949,153	5,146,342	34.4%

A concerted effort has been made over the years to provide quality municipal services to the citizens of Sebastian, while minimizing the tax burden. This was exasperated by the economic crisis that began in 2008, as well the more recent impacts of the COVID-19 Corona Virus Pandemic. Even so, the millage has been reduced to less than half from that levied 25 years ago due to several factors. These include efficient management that limited spending, economic growth that increased other revenue sources, as well as additions to the tax roll resulting from the annexation of properties adjacent to the City.

CITY GOALS

The City of Sebastian has ambitious goals articulated by City Council, administration, and various boards and committees, many of which were outlined during the course of numerous meetings, discussions and presentations provided by City Council and the Office of the City Manager during the past year. The City Council and administration have worked diligently on developing an identity and character that is distinctively Sebastian. The budget adopted for FY 2022-23 keeps that focus and the forward momentum established by the community, consistent with the following City Council goals:

1. **Governmental Efficiency** - An efficient, user-friendly government;
2. **Commitment to the Future** – Wise planning for community development, technological advances and sound economic policies;
3. **Quality of Life** - Proactively address issues that will positively impact quality of life;
4. **Environmental Conservation** - Promote environmental stewardship;
5. **Citywide Infrastructure Improvements** - Implement citywide infrastructure improvement initiatives.

In order to achieve these directives, each department/division develops subordinate goals and objectives. These are presented within the sections for each department. The City continues to work on documenting a strategic plan that will encompass a business plan for each department and associated measures for each priority activity. A recent citizen survey was accomplished to question what they feel are the most important needs of the City. We are hopeful that this will further our efforts to focus on the activities that will enable us to accomplish the City's goals and objectives.

BUDGET CHALLENGES AND HIGHLIGHTS

The Fiscal Year 2022-2023 budget is a planning document with the purpose of allocating the resources that will accomplish the City's goals and vision. Major challenging factors impacting the budget are:

- **Assessed Values** - Taxable values increased 14.81% this year, largely due to increases in assessed values of properties which were on last year's tax roll. New construction and additions were again at historical levels but there are concerns that this will not continue.
- **Other Major Revenue Sources** – Projections provided by the State indicate collections from state shared revenues are expected to increase as much as 10% next year. The City is projecting lesser amounts as we are not confident the State numbers will be attained. Revenues from utility companies are being budgeted to increase very little from the previous year, which is consistent with our conservative budget approach.
- **Permitting Revenues** –As the economy dropped-off in past years, permitting revenue declined below amounts required to fund the Building Department's operations. However, in recent years these revenues have been well above operating expenses and we have been able to set aside reserves to soften the impact of any future downturns.
- **Economic Signs** – There is still a good level of activity in the housing market and with overall building activity within the City. However, there are concerns that increases in interest rates will result in a slow-down. We feel that forecasting a general long-term growth rate of 3.5% in intergovernmental and ad valorem taxable values and 3.0% in sales and utility based revenues is reasonably conservative and sufficient to sustain current levels of services.
- **Operational Costs** – Budgets for operating expense accounts in the General Fund for recent years have for the most part been held level or decreased, leaving little flexibility for unexpected events or increases in cost. This budget strategy has allowed the City to hold down tax rates but limited the available options for covering unanticipated cost or exploring desirable innovations.
- **Capital Outlays and Equipment Replacement** – For many years, capital outlays for new equipment and infrastructure was generally only possible using grant funds or dedicated special revenues. In addition, monies to repair or replace items and to cover routine maintenance cost were extremely limited. This resulted in a critical level of equipment and facilities that were in deteriorated condition and in need of repair or replacement. A policy was established to assign a portion of the General Fund's cash reserves to a Capital Renewal and Replacement Reserve to address these needs. That policy has allowed the City Manager to more quickly proceed with repairing or replacing essential equipment or facilities as it became necessary.
- **Personnel Expenditures** – Personnel expenditures are a challenge in that 75% of the total General Fund budget for operations is allocated to personnel costs. Wages and benefits are negotiated for the employees covered by the two collective bargaining agreements. One is for the non-exempt and another for Police Officers. Management employees have benefits memorialized in the "Management Benefits Package". While many personnel modifications have been made to control these costs, several long term challenges still exist, which include:
 - Being competitive with the job market is important but with each year, this has become more difficult to manage. This past year, the City used a consultant to develop a wage and benefits study to document every position's responsibilities and make comparisons with the wages and benefits of others. This provided the basis for adjusting starting and minimum pay rates before year-end, which has greatly helped with recruitment and retention issues. Negotiations are continuing as to other adjustments that may be considered possible.
 - Increases in the costs of health care benefits remain a significant concern for controlling the City's expenditures on personnel. The City has been successful in holding these increases to a manageable level and was able to negotiate only a 5% increase in premiums for this year. Still with the continued escalation of healthcare costs, there is uncertainty on how the City will be affected in the future.
 - The need to supplement staffing levels in order to adequately address changing requirements mandated by State and Federal legislation or the community's citizens is always a concern. We are hopeful that these requirements can continue to be met.

CAPITAL IMPROVEMENT PROGRAM

The Fiscal Year 2023-2028 Capital Budget will not deviate from the current positive direction of the City. The Citywide goals will continue to be achieved and accomplished by undertaking the following major programs, projects and activities within the listed goals:

Citywide Infrastructure Improvements

- Continuation of the street resurfacing and sidewalk installation programs;
- Continuation of improvements to the City-wide storm drainage program;
- Continuation of capital improvements at Sebastian Municipal Airport – via partnership with the Florida Department of Transportation (FDOT) Aviation Section and with the Federal Aviation Administration (FAA);

Governmental Efficiency:

- Collection of solid waste services will continue with a long-term service contract. The current partnership was extended in May of 2017 until June 30, 2023;
- Contracting for services such as landscaping, ditch mowing and janitorial work when such measures are beneficial and affordable;

Commitment to the Future:

- Recently updated the Airport Master Plan and Airport Business Plan;
- Continuation of the economic development marketing efforts;

Environmental Conservation:

- Designate funds for improvements that will help to preserve the Indian River Lagoon;
- Utilize best management practices to effectively maintain the stormwater system;
- Adhere to the approved Coastal Resiliency Plan;
- Continue efforts to obtain grants;

Quality of Life:

- Providing ample and good quality parks and recreation facilities for the community;
- Providing a quality facility for golf;
- Partner with Sebastian Community Redevelopment Agency to initiate additional projects and programs to benefit the Community Redevelopment District.

The City Council approved the six-year capital improvement program and Staff incorporated the first year of that plan into the FY 2022-23 Budget, including any necessary changes to operation and maintenance accounts needed for new equipment or facilities. The detailed project listing is located in the Capital Improvements Program section of this document, including forecast of how each item may impact operating expenditures. The following listings are highlights of that section:

Local Option Gas Tax (LOGT) funds will be used to make the final payment on the Paving Improvement Bank Note. They are also allocated to sidewalk improvements and to purchase some equipment. Road resurfacing and reconstruction is being deferred until the Road Assessment Study is finalized.

The Riverfront Community Redevelopment Agency (CRA Fund) includes annual allocations of \$20,000 for maintenance expenditures on the waterfront properties and \$50,000 a year to assist with funding of special events. Expenditures for maintaining landscaping to a higher standard are being funded but other routine operating expenditures are being minimized to allow funds to be directed toward programs or projects directly impacting the vitality and values of properties in the CRA district. These revenues are required to be expended for the benefit of the defined CRA area. \$15,000 is allocated in FY 2023 for Kiosk signs along Indian River Drive and \$700,000 is allocated in FY 2025 to the plan to develop the Riverfront event space.

Discretionary Sales Taxes (DST) will continue to finance the replacement of police department vehicles and equipment and to provide funding to upgrade the City's computer systems. Funding for slip lining and pipe replacements for the stormwater system is also provided each year. Other significant projects are listed below and include those requiring matching funds and leveraging grant dollars to accomplish large capital outlays to improve and expand the City's infrastructure:

- FY 2023 allocations include the purchase of a concrete mixer truck and replacement of a bucket truck, dump truck, brush truck and bulldozer.
- FY 2023 includes work to tie in existing sidewalks at Main Street and Schumann Drive to new sidewalks being added by the Brightline railroad company; as well as replacing the retaining wall and sidewalk on Indian River Drive.
- FY 2023 includes funding for replacing emergency generators and air conditioners.
- FY 2023-26 includes stormwater improvements to the road crossings at Tulip Road, Bayfront Road and Ocean Cove.
- FY 2023 includes matching funds for a Federal Emergency Management Agency grant to make drainage improvements in the Stonecrop area.
- FY 2023 provides additional City matching funding for a Florida Department of Transportation grant to construct four instead of two square hangars at the Airport.
- FY 2023-24 allocates the City matching funds requirement for Federal Aviation Administration and Florida Department of Transportation grants to rehabilitate Runway 05/23 at the Airport.
- FY 2023-2024 includes the second half of the City's matching funds requirement on a Federal Emergency Management Agency grant to restore major canals to their original contours.
- FY 2024 includes funding to modify the paving work scheduled by the Florida Department of Transportation on U.S. Highway #1 to replace the decorative pavement.
- FY 2025 allocates the City matching requirements for Federal Aviation Administration and Florida Department of Transportation grants for reconstruction of the Alpha Apron at the Airport.
- FY 2025-27 allocates the City matching requirement on a Florida Department of Transportation grant for the reconstruction of an apron along the side of Taxiway Golf at the Airport.
- FY 2026 includes the City matching requirement on a Florida Department of Transportation grant for construction of an additional aircraft shade hanger at the Airport.
- FY 2027-28 allocates the City matching requirement on a Florida Department of Transportation grant for the design and construction of a road and utilities along former Runway 13-31.

In the Recreation Impact Fee Fund, \$20,000 is allocated each year to be used within the four zones for unanticipated upgrades to facilities in each individual zone that need to be addressed immediately. These fees are derived from the addition of new residential units and are required to be spent on upgrades and improvements to the City's parks and recreation facilities. Projects programmed from these funds include:

- FY 2023 allocates \$35,000 for installing swings and benches on the property on the East side of Indian River Drive across from the Harbor Lights Motel property.
- FY 2024 allocates \$200,000 to replace and improve the Creative Playground.
- FY 2025 allocates \$50,000 to improve Bryant Court Park.
- FY 2026 allocates \$100,000 for improvements at Hardee Park and Schumann Park.
- FY 2027 allocates \$100,000 for improvements at the Community Center and Schumann Park.
- FY 2028 allocates \$75,000 for improvements at Riverview Park.

The Stormwater Utility Fund now includes all the operating and capital needs for the stormwater system versus having operating expenditures accounted for in the General Fund as had been done in the past. Limited purchases of equipment used in the stormwater system operation and maintenance activities are also scheduled over the next six years but the current rate structure is not sufficient to provide the funding needed for major capital improvements. Therefore, a number of capital needs benefiting the stormwater system are being funded by the Discretionary Sales Tax Fund, grant proceeds and allocations initially made in FY 2022 from American Rescue Plan funds. Stormwater projects scheduled with the use of the American Rescue Plan funding include:

- A project to address Gardinia Ditch drainage issues.
- A project to address Schumann Drive drainage issues.
- A project to address issues with the Concha Dam.

The Parking In-Lieu-Of Fund balances are not appropriated for any specific projects at this time. These monies are collected for the purpose of enhancing the available parking facilities in lieu of the business providing the minimum additional parking required for the prospective use of the property. Flexible payment agreements are offered permitting businesses to make monthly payments.

In the Cemetery Trust Fund, \$21,000 is programmed in FY 2023 to replace the fence on the northeast property line and \$150,000 is allocated in FY 2024 for a professional monument company to level and line up markers and uprights. In 2025, \$14,000 is scheduled for a mower, as well as \$85,000 that is allocated to add columbarium niches.

The Golf Course is allocating \$3,500 in FY 2023 and \$11,000 in FY 2024 for replacement of small equipment. \$3,000 is allocated in FY 2023 for carpet replacement at the Club House, as well as \$77,000 to replace the netting at the driving range. The major improvements done in the past several years continue to result in more player activity. The Golf Course is beginning to “unwind” the internally financed loans from the General Fund and Building Fund for that work.

At the Airport, revenues from property rentals have steadily increased and are sufficient to cover the normal operating costs and to repay advances with interest to the Discretionary Sales Tax Fund for the internally financed loans that were used toward constructing hangars. The Discretionary Sales Tax Fund is also scheduled to provide matching funds for grants for several projects, as described in a previous paragraph. With the improving financial outlook, it is possible to use Airport funding toward the following capital improvements:

- \$9,500 is allocated in FY 2023 for the purchase of a debris blower.
- \$8,280 is also allocated in FY 2023 as the City’s matching funds requirement on a Florida Department of Transportation grant to repaint markings on Runway 10-28 and Taxiway Bravo.
- In FY 2026, \$25,000 is allocated as the City’s matching funds requirement on a Florida Department of Transportation grant for construction of an aircraft wash rack.
- Also in FY 2026, \$10,000 is allocated as the City’s matching funds requirement on another Florida Department of Transportation grant to construct a shelter for Airport maintenance equipment.

The Building Fund has no scheduled capital outlays. It will be completing the previously funded project to renovate the front service counter. Otherwise, it is unlikely to require further capital outlays unless replacements are needed to vehicles.

COMPARATIVE AND TREND ANALYSIS

Through various cost efficiency initiatives (e.g. procurement of grants, restructuring departmental staffing and outsourcing), we have continued programs and funded projects while limiting increases in the property tax rate. These initiatives are still imperative to assuring that the cost of government remains reasonable and sustainable.

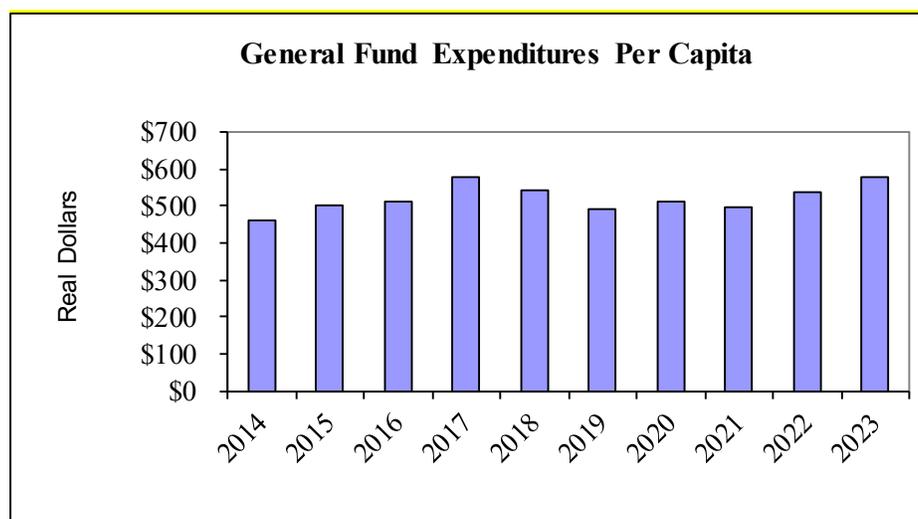
General Fund expenditures will have increased since 2014 at an annual rate of 4.25% through 2023. This has been largely due to increases in cost of labor, materials and supplies. As a result, expenditures per capita are now higher than have been experienced in recent years and exceed the rate of growth in population. Recent years reflect the effort to offer annual pay raises and spend the necessary funds for normal maintenance and equipment replacements. Trend information on General Fund expenditures per capita is shown in the table below and in CHART I that follows:

General Fund Expenditures Per Capita

<u>Fiscal Year</u>	<u>Actual</u> <u>2014</u>	<u>Actual</u> <u>2015</u>	<u>Actual</u> <u>2016</u>	<u>Actual</u> <u>2017</u>	<u>Actual</u> <u>2018</u>	<u>Actual</u> <u>2019</u>	<u>Actual</u> <u>2020</u>	<u>Actual</u> <u>2021</u>	<u>Estimated</u> <u>2022</u>	<u>Budget</u> <u>2023</u>
General Fund Expenditures (in millions)	\$10.30	\$11.23	\$11.57	\$13.41	\$13.14	\$12.15	\$12.89	\$12.72	\$13.76	\$14.98
Population (1)	22,188	22,296	22,622	23,137	24,192	24,630	25,168	25,658	25,454	25,915
Percent Change from Prior Year	0.9%	0.5%	1.5%	2.3%	4.6%	1.8%	2.2%	4.2%	1.1%	1.8%
Expenditures Per Capita	\$464	\$504	\$511	\$580	\$543	\$493	\$512	\$496	\$541	\$578
Percent Change from Prior Year	4.7%	8.5%	1.5%	13.3%	-6.3%	-9.2%	3.8%	-3.2%	9.0%	6.9%

(1) Expenditures are matched to Population figures from the prior year for a better comparison.

CHART I



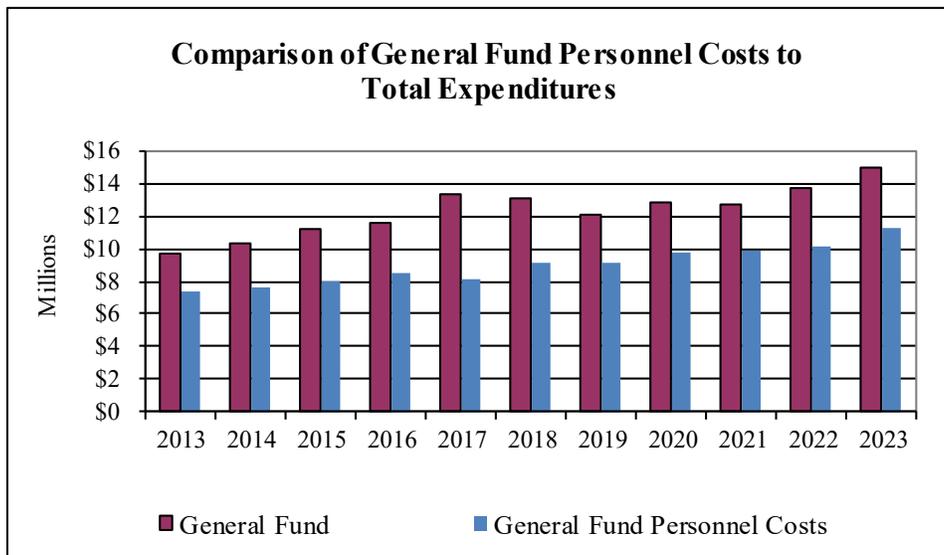
Another important consideration involves strict attention to personnel costs. The comparison of General Fund personnel costs to total General Fund expenditures for the past several years is shown in the following table and in CHART II. Although furlough days, pay freezes and lay-offs reduced personnel costs through FY 2015 but the early retirement program payouts in FY 2016 caused an increase. This was followed by large contractual expenditures for debris pickup and rebuilding riverfront piers after Hurricane Matthew in 2017 and due to debris pickup in FY 2018 after Hurricane Irma. The increase in the percentage of personnel costs from 2019 through 2023 was due to adding employees in order to continue providing quality services to the public.

City of Sebastian, Florida
Comparison of General Fund Personnel Costs to Total Expenditures

Fiscal Year		Total		Percentage
		General Fund Personnel Costs	General Fund Expenditures	
2013	Actual	\$7,421,903	\$9,750,950	76.11%
2014	Actual	\$7,671,004	\$10,297,178	74.50%
2015	Actual	\$7,971,142	\$11,229,408	70.98%
2016	Actual	\$8,527,708	\$11,568,292	73.72%
2017	Actual	\$8,175,533	\$13,408,315	60.97%
2018	Actual	\$9,111,377	\$13,140,369	69.34%
2019	Actual	\$9,198,140	\$12,147,439	75.72%
2020	Actual	\$9,741,182	\$12,887,460	75.59%
2021	Actual	\$9,850,753	\$12,723,227	77.42%
2022	Estimated	\$10,089,211	\$13,755,884	73.34%
2023	Budget	\$11,275,955	\$14,984,153	75.25%

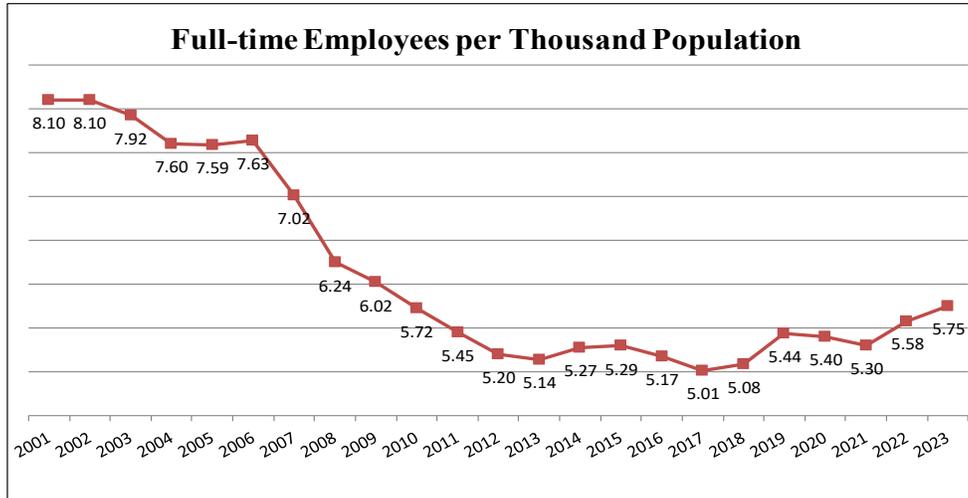
(1) 2017 and 2018 expenditures were significantly higher due to expenditures related to Hurricane Matthew in 2017 and Hurricane Irma in 2018.

CHART II



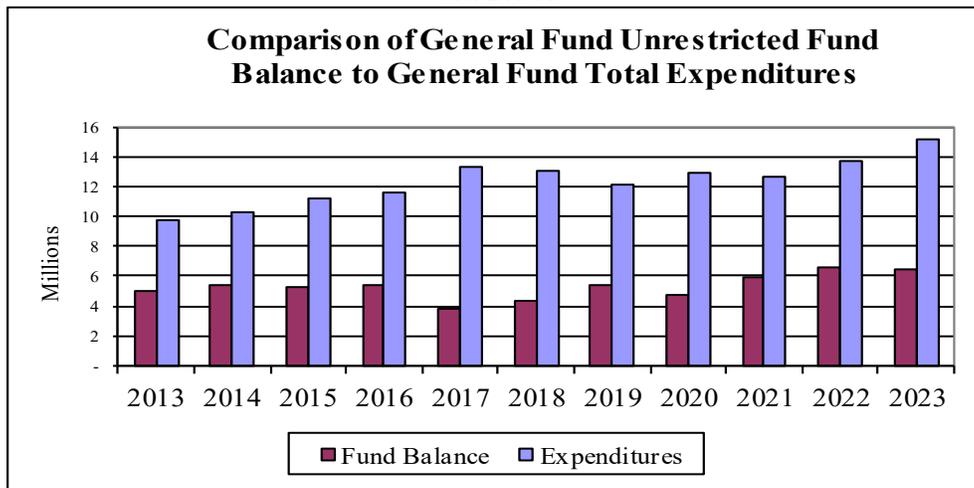
A significant factor continuously examined by the administration is full-time employees per thousand in population. Until the increases in 2019 and increases in 2022 and 2023, Sebastian has operated with fewer employees per thousand in population than past years. This is illustrated in Chart III.

CHART III



The comparison of General Fund actual unrestricted fund balance to General Fund total expenditures is illustrated in Chart IV. As stated in the adopted financial policies, the unrestricted fund balances for declared national disasters is targeted at five million dollars (\$5,000,000). This approximates an amount calculated to sustain City operations following such events. The nationally recognized Government Finance Officers Association recommends unrestricted fund balances be no less than two months of the General Fund operating expenditures but experience has shown that this would be inadequate for this City due to its proximity to the Atlantic coast. The charts below reflect that the City has historically maintained a healthy General Fund unrestricted fund balance. Such trends are reliable indicators of the financial stability of a community.

CHART IV



In addition to the five million dollars (\$5,000,000) for declared national disasters, the Financial Policies have been expanded to add additional amounts. Up to \$275,000 is targeted as a Capital Renewal and Replacement Reserve; \$400,000 is targeted for Shortfalls in Intergovernmental Revenues; and \$440,000 is targeted for Employee Leave Payouts. In any year that generates a surplus of revenue over expenditures, the City Council will determine the amount to be added to each category.

BUDGET BY FUNCTION

Economic Environment

As reported by the University of Florida Bureau of Economic and Business Research, 2020 Estimates of Population, the City's population is 25,915. This was a 1.02% increase over the prior year. Sebastian has an approximate "build-out" rate of 75%.

An indicator of good economic health has been the substantial additions to the City's property taxable values in the past few years. Increased collections of sales tax revenues in the past year also suggested that the City of Sebastian's local economy was regaining its strength following the aftermath of the shutdowns and restrictions that were in place during the worst times of the COVID-19 Pandemic. Permitting revenues were also very strong. However, sharp increases in interest rates and in the consumer price index over the past several months of the fiscal year are ominous signals that difficult financial times can be anticipated.

Recent infrastructure improvements to properties within the working waterfront location are expected to improve the Community Redevelopment Area (CRA). Additional measures are also being planned in support of several local festivals which will provide economic benefits to this area. The CRA will continue the Façade, Sign and Landscaping Grant Program to award grants to local businesses and improve the overall ambience of the district, which is funded by tax increment contributions from both the City and County governments.

In addition, the Sebastian Municipal Airport's infrastructure is being developed to attract economic development opportunities in an effort to stimulate the business climate and create jobs in our community. Airport funds continue to be used to market the Administrative Building and the hangar and aircraft maintenance buildings as business incubators. These activities have shown steady incremental progress toward airport self-sustainability, along with complementing the City's economic development plans.

The City continues to utilize the web site for businesses, www.sebastianbusiness.com and to attract retirees <http://www.sebastianretirement.com>. The website features information on economic incentives, relocation and business development. The City strives to provide new businesses with information about the community and promote the local Chamber of Commerce. An effort is made to insure the City's websites is frequently updated with the most current information.

Community Safety

The Sebastian Police Department has been working diligently to augment both operations and expectations, since the agency received law enforcement accreditation from the Commission for Florida Law Enforcement Accreditation nearly twenty years ago. This designation markedly increased the Department's ability to prevent and control crime through more effective and efficient delivery of law enforcement services to the community. Primary reasons for seeking accreditation included: the necessity to establish goals and objectives with provisions for periodic updating; constant reevaluation of whether departmental resources are being employed in accordance with agency goals, objectives and mission; constant reevaluation of departmental policies and procedures as documented in the department's written directive system; to accommodate correction of internal deficiencies and inefficiencies before they become public problems; and the opportunity to reorganize without the appearance of personal attacks.

Maintaining accreditation will continue to serve as a yardstick to measure the effectiveness of Sebastian Police Department's programs and services, augmenting standards and practices agency wide. This arrangement also assisted with determining the effects of personnel changes over the past several years. Standards and performance measurements resulting from the accreditation process will continue to guide both Sebastian Police Department and city administration in alleviating potentially adverse conditions.

Transportation

The City continues working on a long-term planning, modeling, study, and coordination with the Metropolitan Planning Organization (MPO) of Indian River County regarding prospective future transportation improvements. Some future City funded projects consist of sidewalk construction and road improvements. Due to a State mandate, the City began a program in FY 2015 to replace City signs and bring them into compliance with the State's specifications.

Recognizing the limited resources that can be allocated toward roadway improvements, the City is updating the paving management plan that was prepared in FY 2019. This is a professional road condition assessment that documents a systematic plan to insure that road resurfacing is completed before conditions require a complete rebuilding. Although most of the future roadwork is expected to be funded by Local Option Gas Taxes, some of the roadways that have not been adequately maintained and now need to be rebuilt may need to be funded by Discretionary Sales Taxes.

Airport

The Sebastian Municipal Airport Master Plan serves as the guiding document for airport planning. Consultants have recently updated this valuable document. Numerous infrastructure improvements and economic development projects have been completed, and others in the 'pipeline,' will lead to the airport's economic viability and self-sustaining capability. These include major work on taxiways and additional hangars. The ability to fund these large projects is made possible by grants from the Florida Department of Transportation (FDOT) and Federal Aviation Administration (FAA), combined with a City matching funds that were usually provided from discretionary sales taxes. With additional rental revenues and the improved financial capabilities, it is intended that the Airport will be able to self-fund more of the required matching funds in the future.

Physical Environment

To comprehensively address and implement long-term solutions to community drainage and other stormwater related challenges, the City Council established a stormwater utility that levies an annual fee on a per unit/property basis throughout the community. In Fiscal Year 2003-04, the City secured a revenue bond dedicated specifically to large-scale comprehensive stormwater utility improvements. This yielded \$5.6 million committed to capital improvement programs that resulted in better drainage flow dynamics citywide. The Collier Creek Dredging project was completed utilizing these funds. The revenue bond was refinanced with a lower interest bank note in FY 2013-14. The final payment on the bank note was made in FY 2022.

Stormwater maintenance has long been an important issue for City residents and a challenge for the City. The stormwater fee was doubled to \$10.00 per ERU (Equivalent Residential Unit) in FY 2018-19 to provide additional revenue to be allocated for major capital projects that had been deferred during past years. To provide better accountability and transparency, measures were taken with the FY 2018-19 Budget to account for all stormwater revenues and expenditures directly within the Stormwater Fund, rather through transfers to the General Fund where operation and maintenance cost were previously budgeted as a Division within General Fund. A professional consultant has been charged with preparing an extensive analysis and master planning for future solutions to stormwater drainage within the City.

Culture and Recreation

The City continues with efforts to devote sufficient funding for beautification and landscaping improvements throughout the City. The organization remains acutely aware that properly maintaining this infrastructure is a high priority for making the City an attractive location to both work and play. Therefore, attention is given to providing the staffing and equipment necessary to properly maintain City parks and recreation facilities. Recreation impact fees are allocated in the capital improvement plan to continue making investments that will enhance their condition and ensure they can be safely enjoyed.

In addition to making the parks and recreation facilities available for use by the public, the City operates a public Golf Course facility. In recent years, a complete renovation of the Golf Course restaurant was done, the irrigation system upgraded, the cart paths replaced and the greens completely rebuilt. With those improvements, there is an expectation that the Golf Course will continue to attract customers and be more self-supporting.

SUMMARY

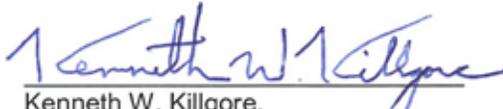
The Proposed Fiscal Year 2022-23 Budget continues to represent the character of a City whose unique identity distinguishes itself from other geographic areas of both Indian River County and throughout the Treasure Coast. There are a lot of numbers, indicators, projections, charts and graphs in this budget document. Rightfully so, being that this budget reflects Sebastian's vision and focus on improving the quality of life for our citizens, businesses, and visitors respectively. This budget reflects Sebastian's community values, goals, objectives, and ideas.

Because of conservative long-term forecasting, the City has maintained spending within the amount of anticipated revenues, while experiencing no outward signs of lowering levels of service. The Fiscal Year 2022-23 Budget supports the City's sound financial position; continues to enhance our community's small town atmosphere; encourages conservation initiatives; and is supportive of expanding private/public partnerships and economic development.

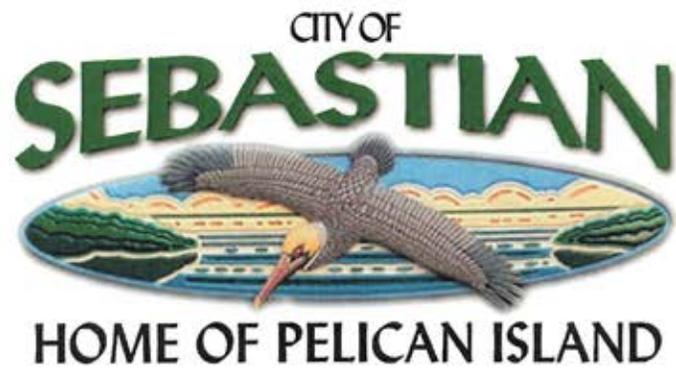
Earlier this year, the nationally recognized Government Finance Officers Association awarded the Distinguished Budget Presentation Award to the City for its Fiscal Year 2021-22 budget document. This was the eighteenth consecutive year the City has received this honor. This award is the highest form of recognition in governmental budgeting and represents a significant achievement by our City.

In closing, we wish to acknowledge the steadfast efforts and dedication of the employees of the City of Sebastian. Sebastian has grown into a marquee community due in large part to their efforts. Special recognition and very personal thanks goes out to the Management Team who assisted the Office of the City Manager and the Administrative Services Department in preparing this year's budget submission. With the hard work and dedication provided by all the employees and the Management Team, we are confident in our ability to provide the same high quality services that the citizens demand and enjoy over the years to come.

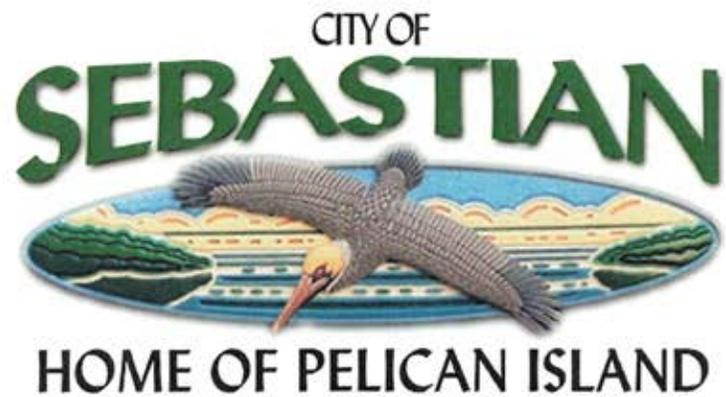
Respectfully submitted,


Kenneth W. Killgore,
Administrative Services Director/CFO


Paul E. Carlisle,
City Manager

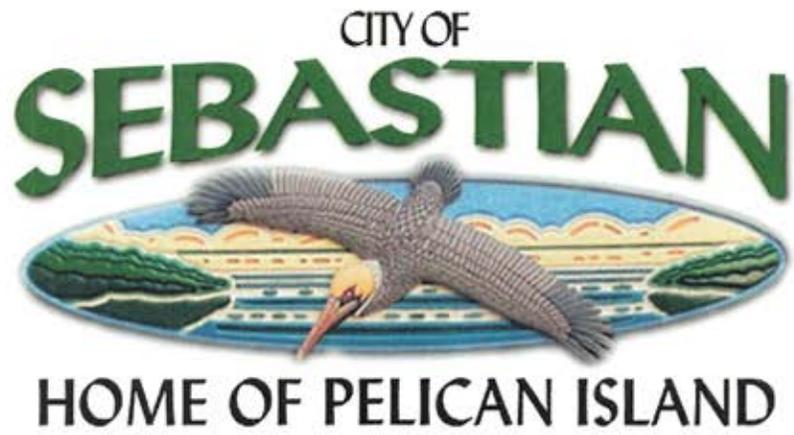


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CITY OF SEBASTIAN FLORIDA
ANNUAL BUDGET
FISCAL YEAR 2022-2023

BUDGET OVERVIEW



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CITY OF SEBASTIAN, FLORIDA 2022/2023 ANNUAL BUDGET

COMMUNITY PROFILE

General Description

The City of Sebastian, Florida is located in Indian River County approximately midway through the east coast of the Florida Peninsula (between Melbourne and Vero Beach) in an area known as the Treasure Coast. It is recognized as the Home of Pelican Island, the first designated wildlife refuge in the United States.

The City was first incorporated as the Town of Sebastian in 1924. In the late 1950s General Development Corporation purchased the land from the Mackle family of Miami and began the development of a planned community that is now the City of Sebastian. The City has an estimated population of 25,915 living in an area of approximately 14.6 square miles.

The City boasts beautiful well-maintained parks; maintains unobstructed views of the intra-coastal waterway in the Indian River Lagoon along its riverfront district; has a close proximity to Atlantic beaches, has a good number of shops and restaurants; and includes many churches. Several City festivals are celebrated each year, plus there are monthly arts and crafts shows and concerts in the park. City managed services include a well-respected police department, municipal golf course and airport. The City has a central location for automobile traffic with easy access to I-95 and the Florida Turnpike.

Education

Sebastian is in the Indian River County School District, which is among the highest ranking systems in the State of Florida. The City hosts five public schools: Pelican Island Elementary (PK through Grade 5); Sebastian Elementary (PK through Grade 5); Sebastian Junior High Charter School (Grade 6 through 8); Sebastian River Middle School (Grade 6 through 8); as well as the Sebastian River Senior High School (Grade 9 through 12).

Higher education is also available in the Sebastian area. Indian River State College is the area's main four year college. The main campus is located in Ft. Pierce, with a local campus in Vero Beach. There is also a satellite campus in Sebastian. For those requiring more technical schooling, Florida Institute of Technology (Florida Tech) is located in Melbourne, some 20 miles north of Sebastian. Sixty minutes to the northwest, Orlando hosts a number of colleges and universities offering academic and trade curriculum.

Workforce

The largest major industry sector in the Sebastian area is Health Care and Social Assistance with 18.9% of the employment, followed by Retail Trade with 16.5%, Accommodation and Food Services with 9.7% and Educational Services with 8.4%. The historical overall unemployment rate for the area for the past ten years has been greater than that of the state of Florida. The September, 2022 unemployment rate was 3.1%, as compared to 2.6% for Florida and 3.3% Nationwide. 30.6% of the County's population 25 years of age or over hold a bachelor's degree or higher, the area median age is 53.5 years and median household income is \$57,945. The local economy is fueled by retirees and seasonal residents, citrus production and exports, healthcare and related services, residential construction, small service businesses and governmental and educational services.

CITY OF SEBASTIAN, FLORIDA 2022/2023 ANNUAL BUDGET

Major employers in the County are shown below along with their approximate level of employment.

Major Employers in Indian River County

<u>Establishment</u>	<u>Industry/Product</u>	<u>Number of Employees</u>
Cleveland Clinic Indian River Hospital	Health Care	2,112
School District of Indian River County	Government	2,039
Indian River County	Government	1,455
Publix Supermarkets	Food/Beverage	1,380
Piper Aircraft	Manufacturer	980
Wal-Mart	Retail	806
Sebastian River Medical Center	Health Care	750
Visiting Nurse Association	Private Health Care/Hospice	500
John's Island	Residential/Resort	495
Indian River Estates	Retirement Community	486

Source: Indian River County Community Development Department

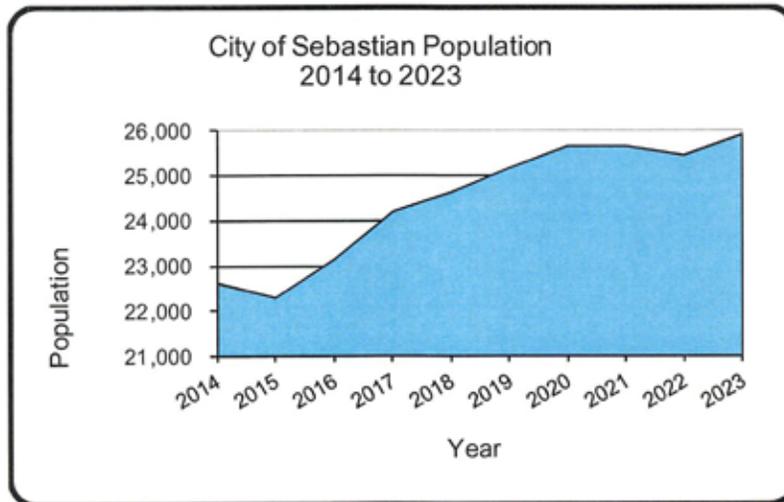
CITY OF SEBASTIAN, FLORIDA 2022/2023 ANNUAL BUDGET

Population/Growth

The City of Sebastian is showing a more modest rate of population growth in the past few years. At this point in its development evolution, the City has an approximate “build-out” rate of 75%. Consequently, the City continues to face challenges relative to growth management, as there are only limited areas to develop new commercial and industrial facilities to support the population. There are also concerns about providing lower cost housing for support of the workforce, as well as exercising control over development in the areas that surround the City. With such dynamics, proposals for annexation are currently being given due consideration, with due consideration to applying sound long-range planning and growth management practices to insure that Sebastian maintains its small town and good quality of life atmosphere.

POPULATION PERCENTAGE INCREASE

<u>Year</u>	<u>Population</u>	<u>Change from Prior Year</u>
2014	22,622	1.96%
2015	22,296	-1.44%
2016	23,137	3.77%
2017	24,192	4.56%
2018	24,630	1.81%
2019	25,168	2.18%
2020	25,658	1.95%
2021	25,658	0.00%
2022	25,454	-0.80%
2023	25,915	1.81%



CITY OF SEBASTIAN, FLORIDA 2022/2023 ANNUAL BUDGET

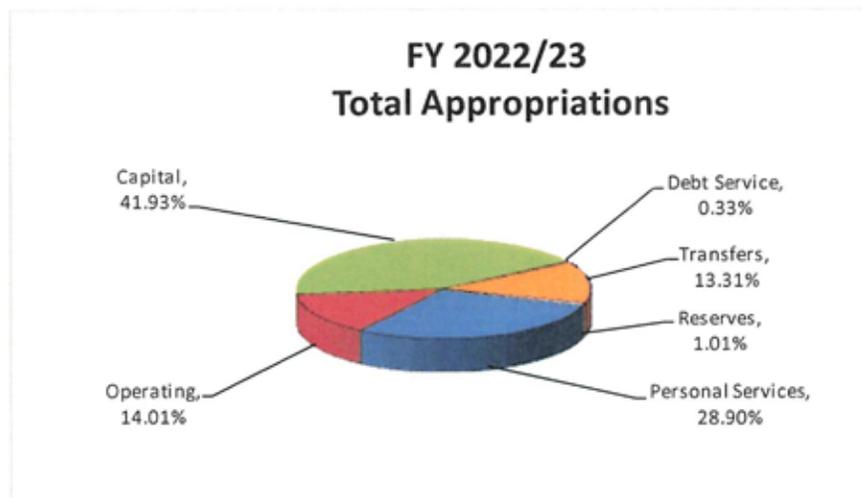
The Fiscal Year 2022/23 adopted budget continues to emphasize minimizing expenditures, yet adequately funding the desired level of service. Reducing expenditures continues to be a challenge, as each year becomes more difficult as the budgets have already been kept at a minimum. Despite the State mandated rate increase limitations, the City has exercised many cost cutting techniques over the years to facilitate the adoption of a lower millage rate. Major cost cutting techniques for a number of years included the implementation of Employee Voluntary Early Retirement Incentive Programs, the elimination of positions, furlough days, as well as years with zero budgets for new positions and minimal purchases of capital items. With increases in taxable property values in the past several years, the City has been able to address deferred maintenance issues, replacement of capital items and the effects of having limited staffing for such a long period. However, this year was again challenging with the need to closely examine employee compensation and address problems experienced with recruiting of qualified applicants. Negotiations are continuing with the Collective Bargaining Units to determine the full extent of adjustments to pay and benefits that are needed and financially feasible.

TOTAL BUDGET SUMMARY

The annual budget for the City of Sebastian is divided into the following major components, which include all appropriations for the city. The total budget for Fiscal Year 2022/23 is \$47,567,142. The major components include the following:

- Personal Services: Includes all payroll cost for employees of the City, including overtime, part-time, temporary and all related employee benefits. The budgeted amount for this year is \$13,748,970.
- Operating Budget: The operating budget finances the contractual fees, supplies, utility billings, training/travel expenditures. The budgeted amount for this fiscal year is \$6,666,030.
- Capital Budgets: Includes purchases of equipment, facilities and land, plus the construction of city facilities, such as roads, drainage, and parks. The budget this year is \$20,178,557.
- Debt Service Budget: The debt service budget includes scheduled debt service payments for city's long-term debts. The budgeted amount for this fiscal year is \$158,674.
- Transfers Budget: These are made between budgeted funds and total \$6,333,335.
- Contingency/Reserve: The contingency/reserve appropriations are made up of unappropriated fund balances available to cover emergency expenses or revenue shortages. The appropriations this fiscal year to increase fund balances total \$481,576.

The percentages of each component of the total budget are presented in the graph below.



CITY OF SEBASTIAN, FLORIDA 2022/2023 ANNUAL BUDGET

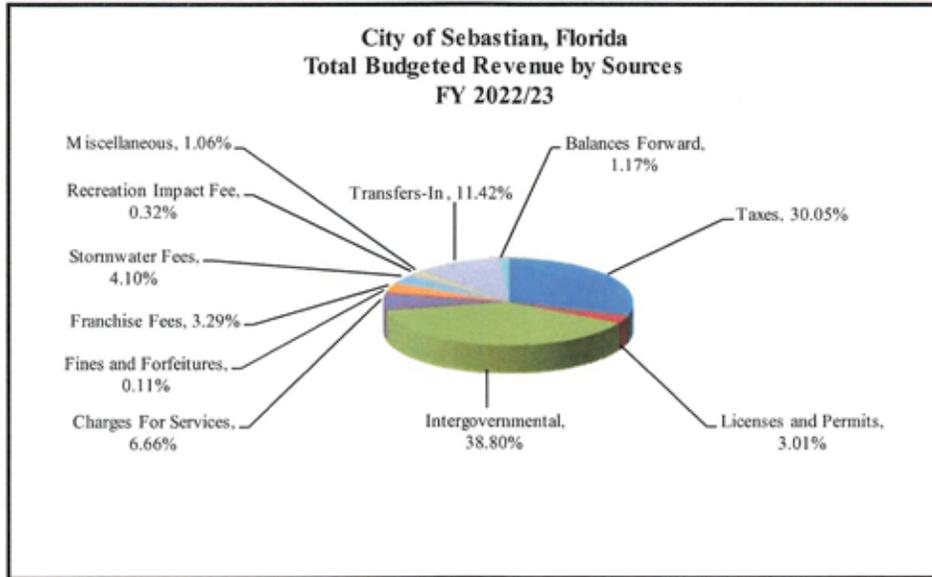
FY 2022-23 BUDGET SUMMARY FOR ALL FUNDS

	GENERAL FUND	SPECIAL REVENUE	CAPITAL IMPROVEMENT	ENTERPRISE FUNDS	TOTAL ALL FUNDS
<u>ESTIMATED REVENUES:</u>					
Taxes:					
Ad Valorem	\$ 5,146,342	\$ -	\$ -	\$ -	\$ 5,146,342
Sales and Use Taxes	-	5,938,274	-	-	5,938,274
Utility Service	3,210,987	-	-	-	3,210,987
Licenses and Permits	163,700	-	-	1,268,500	1,432,200
Intergovernmental Revenue	3,811,968	380,580	14,265,631	-	18,458,179
Charges For Services	745,370	-	-	2,422,201	3,167,571
Fines and Forfeitures	50,500	1,000	-	-	51,500
Franchise Fees	1,567,286	-	-	-	1,567,286
Stormwater Assessment	-	1,952,055	-	-	1,952,055
Recreation Impact Fees	-	150,000	-	-	150,000
Miscellaneous Revenue	253,000	181,025	-	67,944	501,969
TOTAL ESTIMATED REVENUES	\$ 14,949,153	\$ 8,602,934	\$ 14,265,631	\$ 3,758,645	\$ 41,576,363
Transfers-In	35,000	-	5,398,752	-	5,433,752
Cash Balances Brought Forward	-	557,027	-	-	557,027
TOTAL ESTIMATED REVENUES, BALANCES AND TRANSFERS	\$ 14,984,153	\$ 9,159,961	\$ 19,664,383	\$ 3,758,645	\$ 47,567,142
<u>EXPENDITURES/EXPENSES:</u>					
General Government	\$ 5,044,939	\$ -	\$ 562,784	\$ -	\$ 5,607,723
Public Safety	7,101,785	-	971,158	1,272,121	9,345,064
Physical Environment	-	2,259,154	13,410,586	-	15,669,740
Transportation	1,428,814	5,400	4,664,855	526,266	6,625,335
Economic Environment	-	260,918	-	-	260,918
Culture and Recreation	1,408,615	-	55,000	1,657,371	3,120,986
Debt Service	-	122,174	-	36,500	158,674
TOTAL EXPENDITURES/EXPENSES	\$ 14,984,153	\$ 2,647,646	\$ 19,664,383	\$ 3,492,258	\$ 40,788,440
Transfers-Out	-	5,390,472	-	43,280	5,433,752
Reserves	-	1,121,843	-	223,107	1,344,950
TOTAL EXPENDITURES/EXPENSES, TRANSFERS AND RESERVES	\$ 14,984,153	\$ 9,159,961	\$ 19,664,383	\$ 3,758,645	\$ 47,567,142

CITY OF SEBASTIAN, FLORIDA 2022/2023 ANNUAL BUDGET

SUMMARY OF REVENUES

Funding available to the city in FY 2022/23 from all sources is estimated at \$47,567,142. As illustrated in the graph below, tax revenues make up approximately 30.05% of total budgeted revenues. Tax revenues include ad valorem taxes, discretionary sales tax, and utility service tax. Intergovernmental revenues make up 38.80% of revenues. These are comprised of state shared revenues and federal, state, and local grants. Charges for services represent 6.66% of revenues and are mainly from the enterprise activities of the city.



The table presented below summarizes changes in FY 2022/23 revenues compared to the FY 2021/22 original budget. Taxes increased 11.3% due to increases in the ad valorem taxes levied. Licenses and Permits increased 30.0 due to the steady level of construction activity. Intergovernmental Revenue shows a 59.0% increase due to expected increases in revenues from State and Federal grants. Charges for Services increased 9.5% due to projected collections for the Golf Course. The Budget for Franchise Fees was increased by 10.6% due to the level of collections this year. Based on actual collections, the Stormwater Assessment budget is only slightly being increased. Recreation Impact Fee projections have remained the same. Miscellaneous Revenue is increased by 9.1% with the anticipation of higher investment returns. Transfers-In were decreased 40.4% due to lesser transfers from the Special Revenue Funds to Capital Project Funds. Balances Forward also decreased due to the lower amount of reserve balances in Special Revenue Funds required to pay for current year capital projects.

	Total Budgeted Revenue						
	Budget FY 2018/19	Budget FY 2019/20	Budget FY 2020/21	Budget FY 2021/22	Budget FY 2022/23	Increase (Decrease)	% Increase/ Decrease
Taxes	11,010,564	\$ 11,364,822	\$ 11,977,526	\$ 13,010,698	\$ 14,295,603	\$ 1,284,905	11.3%
Licenses and Permits	936,400	884,700	1,011,650	1,166,850	1,432,200	\$ 265,350	30.0%
Intergovernmental Revenue	6,707,490	5,145,354	4,322,936	15,420,716	18,458,179	\$ 3,037,463	59.0%
Charges For Services	2,344,357	2,544,207	2,786,882	2,924,693	3,167,571	\$ 242,878	9.5%
Fines and Forfeitures	51,500	40,800	51,900	51,900	51,500	\$ (400)	-1.0%
Franchise Fees	1,394,340	1,401,716	1,462,101	1,418,581	1,567,286	\$ 148,705	10.6%
Stormwater Assessment	1,995,000	1,940,000	2,039,714	1,952,000	1,952,055	\$ 55	0.0%
Recreation Impact Fee	163,800	141,050	150,000	150,000	150,000	\$ -	0.0%
Miscellaneous Revenue	577,070	880,249	590,216	421,612	501,969	\$ 80,357	9.1%
Total Operating revenue	\$ 25,180,521	\$ 24,342,898	\$ 24,392,925	\$ 36,517,050	\$ 41,576,363	\$ 5,059,313	20.8%
Transfers-In	6,071,742	6,616,088	4,123,985	8,106,990	5,433,752	(2,673,238)	-40.4%
Balances Forward	481,117	2,287,774	268,337	3,554,650	557,027	(2,997,623)	-131.0%
Total Revenues	\$ 31,733,380	\$ 33,246,760	\$ 28,785,247	\$ 48,178,690	\$ 47,567,142	\$ (611,548)	-1.8%

CITY OF SEBASTIAN, FLORIDA 2022/2023 ANNUAL BUDGET

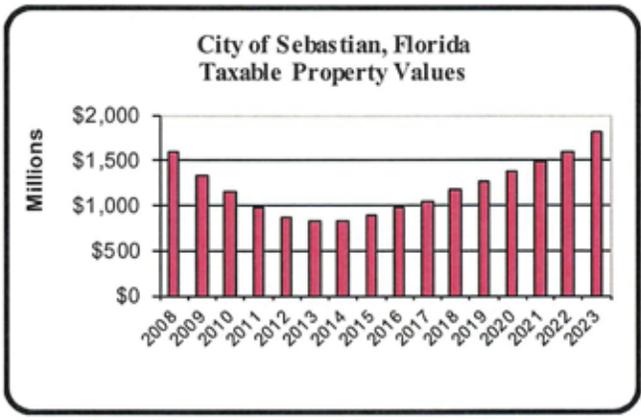
The following is an overview and analysis of all the major revenue sources for the city. The overview provides a description of the revenue and the authority to collect such revenue. The analysis provides up to ten years trend for each major revenue source.

Taxes

Ad Valorem Taxes

Florida Statutes provide the authority for municipal governments to adjust their property tax rates. Article 7 of the Florida Constitution allows municipalities to levy property taxes (section 9), creates the homestead exemption (section 6) and exempts motor vehicles (automobiles, boats, and mobile homes) from property taxation (section 1). The value of property is determined by the County Property Appraiser (Florida Statute 192.042). The Property Appraiser assesses each property within the County for that property’s value in its highest and best use. Any applicable exemptions are deducted from this total to arrive at the taxable value. Millage rates are charged against the taxable value to arrive at the total tax on each parcel. One mill equals a \$1 tax for each \$1,000 of taxable value. Due to discounts, non-payments and possible Value Adjustment Board changes, it is prudent to budget at less than 100% of assessed property tax revenue. Florida Statute 200.065(2)(a)1 requires cities to budget at least 95% of the certified tax proceeds. In FY 2022/23 the City has budgeted at 96% or \$5,146,342 for current ad valorem tax collections.

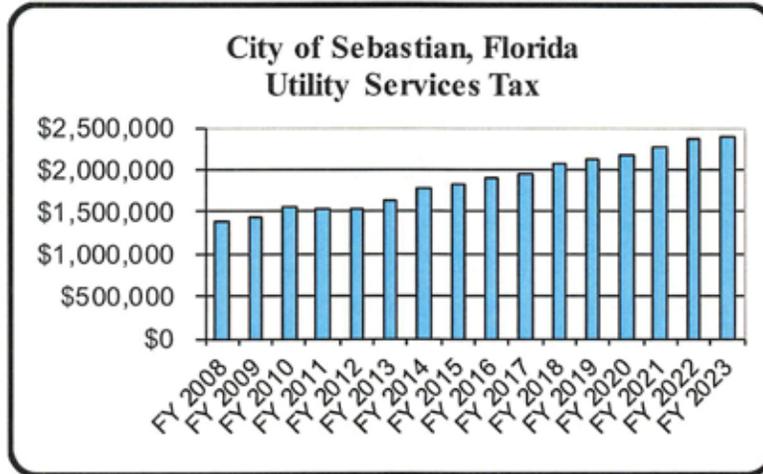
Ad valorem taxes, or property taxes, provide approximately 34.3% of the City’s General Fund revenues. The graphs below illustrate a significant decline in ad valorem revenues and property value until FY 2012/13 and then a steady recovery since then. The FY 2022/23 property value shows an increase from the previous year final levy due to additions to the tax roll and increases in taxable assessed values. A summary of the City’s millage rates and tax collections since 1998 is located in the schedule section of this document.



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Utility Services Tax

Utility Services Tax is a tax levied on purchases of electricity, water, LP gas and natural gas services on customers within the city limits. A rate of 10% of the monthly purchase price is applied for such services. Tax is collected per Florida Statute 166.231 and City Code of Ordinances Sec. 94-26. The majority of the Utility Services Taxes is from the Electric Utility Service Tax. For FY 2022/23, \$1,938,690 is estimated to be received from this tax on electric service based on trend analysis. The Utility Services Tax revenues are recorded in the General Fund and they provide 21.4% of General Fund revenues. The graph below illustrates historical and projected collections in Utility Services Tax, which is consumption driven.



Communication Service Tax

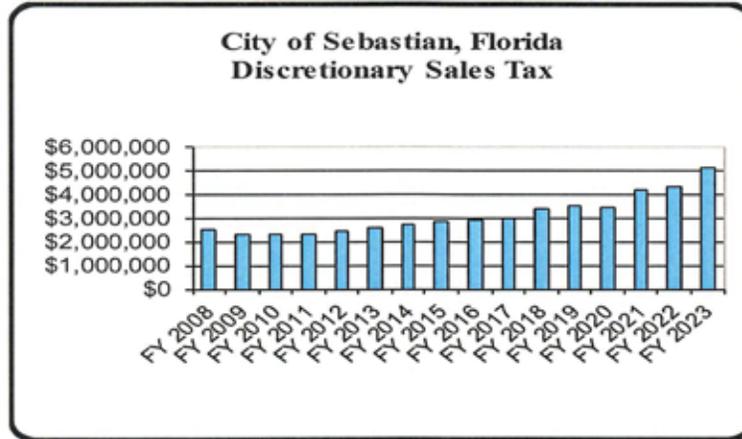
The Communication Service Tax replaced the franchise fee for dealers of communications services (including, but not limited to, phone and cable TV services). The tax in the city is 5.22% of the sales price on all taxable sales of communication services provided within the municipality. The revenue estimated for the FY 2022/23 is \$831,931. The revenue estimate is based on trend analysis and the estimate provided by the Legislative Committee on Intergovernmental Relations (LCIR). The Communication Service Tax is recorded in the city's general fund.

Discretionary Sales Tax

The discretionary sales tax is the seventh-cent or an additional one-cent sales tax levied by Indian River County. Indian River County voters originally passed the Optional One-cent Sales Tax in March 1989 to be used for infrastructure needs of the County over a fifteen-year period. It was extended in November of 2002 and again in November of 2016, with fifteen-year extensions approved by voter referendums and is now in place until December 31, 2031. The tax funds are distributed to participating cities within the County on a percentage basis determined by the city's population. The City receives the monthly distribution approximately two months after the retail sales take place. For FY 2022/23, \$5,160,637 is estimated to be received based on the trend analysis and the estimate provided by the Legislative Committee on Intergovernmental Relations (LCIR). The revenues from the Discretionary Sales Tax are recorded in a special revenue fund.

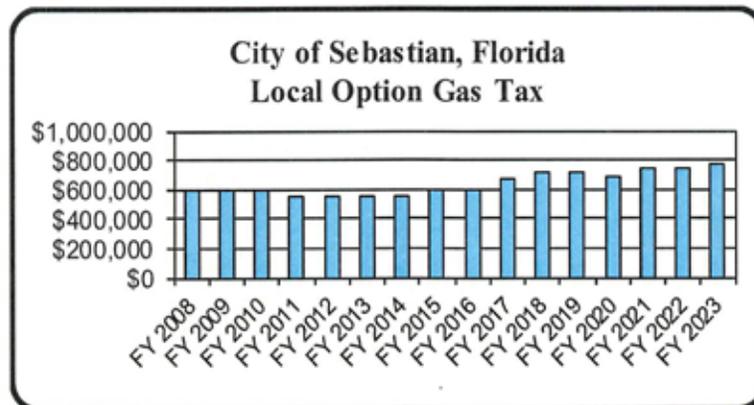
CITY OF SEBASTIAN, FLORIDA 2022/2023 ANNUAL BUDGET

The Discretionary Sales Tax funds can only be used to finance, plan, and construct infrastructure, land acquisition for recreation or preservation, and land improvement. Therefore, it serves to reduce the burden of such costs on ad valorem and other taxes. The graph below illustrates a modest increase in this Optional One-Cent Sales Tax.



Local Option Gas Tax

The Local Option Gas Tax is a six-cent per gallon tax levied by Indian River County. The tax funds are distributed to participating cities within the County on a percentage basis determined by the city’s population and amount of annual transportation-type expenditures. The amounts available for distribution are affected by changes in consumer driving patterns caused by variations in fuel costs and general economic conditions. For FY 2021/22 the revenue is projected to be about the same at \$735,600. The Local Option Gas Tax revenues are recorded in a special revenue fund. The revenue is restricted for use in transportation expenditures, thus reducing the burden of such costs on ad valorem taxes.

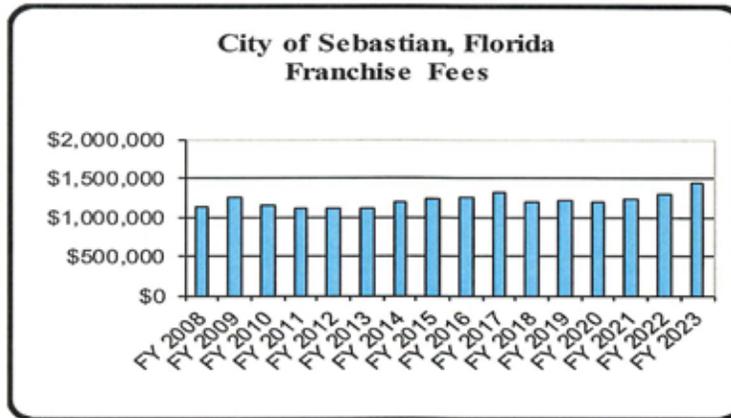


FRANCHISE FEES

Franchise fees are paid by utility providers (electricity, solid waste and natural gas) for their use of city streets and property in providing their services. The solid waste and natural gas franchise fee is 6.0% of gross revenue collected. The electric franchise fee is 5.9% of the utility provider’s gross receipts. The majority of the city’s franchise fee revenue is from electric franchise fees. Electric franchise fees have grown along with population over the last few years. FY 2022/23, \$1,441,986 is budgeted as electric franchise fees revenues.

CITY OF SEBASTIAN, FLORIDA 2022/2023 ANNUAL BUDGET

Franchise fee revenues are recorded in the General Fund. The graph below illustrates a modest increase in total franchise fees based on the growth experienced in recent years.

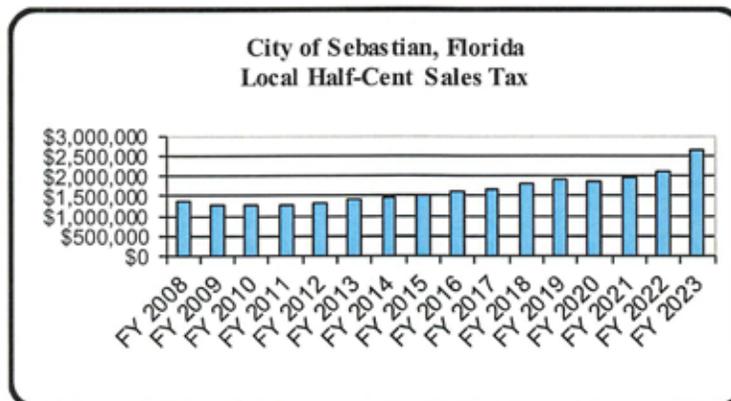


INTERGOVERNMENTAL REVENUES

Local Half-Cent Sales Tax

Sales Tax, pursuant to Chapter 212 Florida Statutes, are collected by businesses and remitted to the State of Florida. In 1982, the Florida Legislature created the “Local Government Half-Cent Sales Tax Fund” program. The program is administered by the Florida Department of Revenue. Monies in this trust fund are distributed monthly to eligible counties and municipalities. The City receives the monthly distribution approximately two months after the retail sales take place. The Legislative Committee on Intergovernmental Relations (LCIR) provides a forecast of the estimated sales tax distribution. As part of the Half-Cent Sales Tax program, the Florida Legislature earmarks a percentage of the State sales tax collected in each county for distribution to cities in that county according to a population based formula (Florida Statute 218.61). As a result of legislation (HB 113-A), effective July 1, 2004 the percentage of sales tax revenue allocated for distribution to cities was reduced from 9.653% to 8.814%. Under the legislation, cities were to be “held harmless” by a corresponding increase in Municipal Revenue Sharing.

The Local Half-Cent Sales Tax is recorded in the General Fund. The graph below illustrates how collections have steadily increased over the years. The anticipated revenue for FY 2023 is based on trend analysis and the forecast provided by the Legislative Committee on Intergovernmental Relations (LCIR). The revenue estimate reflects the authorized changes in the State’s sales tax share of the Local Government Half-Cent Sales Tax Program that are incorporated within Chapter 2003-402, L.O.F (Laws of Florida) and Chapter 2003-404, L.O.F.

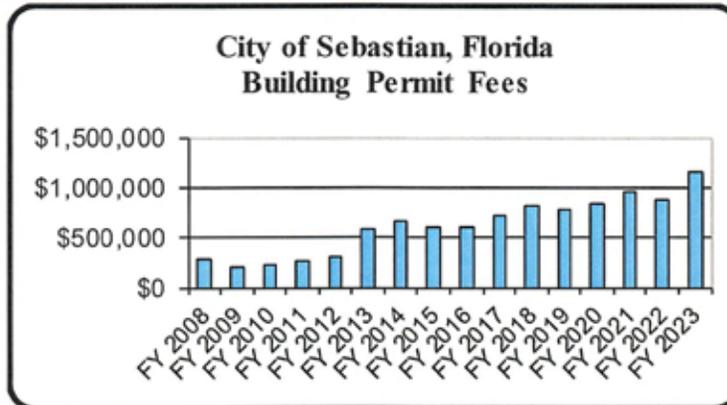


CITY OF SEBASTIAN, FLORIDA 2022/2023 ANNUAL BUDGET

CHARGES FOR SERVICES

Building Department Revenues

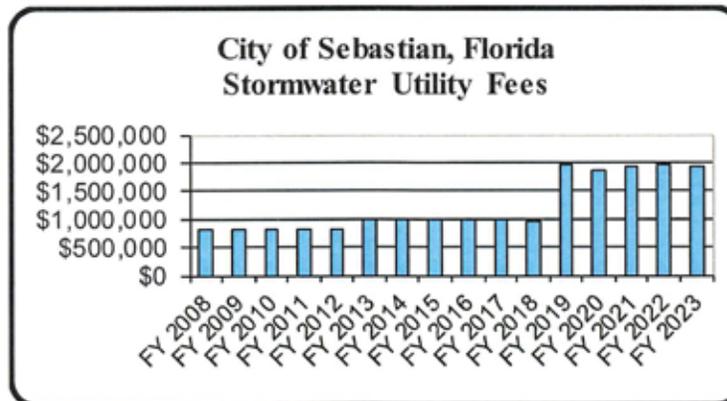
The Building Department is an enterprise operation of the City. A major part of the Building Department Revenue sources is building permit fees. Building activities are very sensitive to economic changes, and this type of revenues can quickly decline if there is a downturn in the economy. The City experienced a slowdown for several years but increased activity in recent years has resulted in substantial growth in permit fees collections. The graph below reflects this change. Building Department revenues are continuously monitored; any adjustments to reflect economic changes can be made during the budget year, if need be.



ASSESSMENT

Stormwater Assessment Revenues

The City of Sebastian started to assess city residents Stormwater Utility Fees for the purpose of managing the City's stormwater system in Fiscal Year 2001/02. The fee was based on a single residential ERU in the amount of \$4.00 per month, or \$48.00 per year (City Ordinance O-01-16, O-04-15, and O-05-16). This revenue source is used to provide a dedicated funding source for the purpose of managing the city's stormwater system, to prepare, construct and manage betterments and improvements to the stormwater system, to regulate the use of the stormwater system, and perform routine maintenance and minor improvements. The revenue estimate is based on actual residential ERU as of August 31st each year. The City increased the fee from \$4.00 to \$5.00 per month per ERU for FY 2012/2013. Then for FY 2018/2019, in order to increase funding for necessary capital improvements, the fee was increased to \$10.00 per month. For the FY 2022/23, the revenue is estimated to be a net amount of \$1,922,055. The Stormwater Utility Fee revenues are recorded in the Special Revenue Fund. The graph below illustrates past and anticipated collections of Stormwater Utility Fees.



CITY OF SEBASTIAN, FLORIDA 2022/2023 ANNUAL BUDGET

SUMMARY OF APPROPRIATIONS

City services are provided through the City Council, three charter officers, operating departments/divisions (excluding the Stormwater Department, Golf Course, Airport and Building Department), which are supported by the General Fund. The Exhibit S-1 on the following page compares the General Fund departmental expenditure budget for FY 2022/23 to the amended expenditure budget for FY 2021/22.

The total increase 4.08% for the General Fund reflects an increase in personnel cost for additional employees and for adjustments of pay rates for those positions below the minimum rates recommended in the recent compensation study. Negotiations with the collective bargaining units were not settled before this budget was adopted. There was also an increase in operating expenditures, an increase in capital outlays and elimination of transfers to other funds. Notable changes in appropriations for individual departments are:

- City Council increased 3.68% due to increases to the travel account.
- City Manager decreased 8.05% because a vehicle had been replaced this past year.
- City Clerk decreased 21.27% from eliminating a part-time clerical assistant and lower election costs.
- City Attorney increased 11.71% because the salary was adjusted to the minimum.
- Administrative Services went up 6.56% because of the addition of a human resources assistant.
- Management Information Services is up 20.05% due to pay increases and added software expenses.
- Police Administration is down 11.00% due to position transfers and building repairs done last year.
- Police Operations is up 5.49% primarily due to adding three police officer positions.
- Police Detectives is up 9.27% from a position transfer from Administration and pay increases.
- Police Dispatch is up 10.69% from increases to the minimum pay rates.
- Code Enforcement is up by .44% with a change to employee group insurance coverage.
- Roads and Maintenance is up 4.02% from pay changes and higher cost of supplies and repairs.
- Fleet Management is up 21.02% from adding a part-time mechanic and diagnostic scanners.
- Facilities Maintenance is up 34.22% due to adding a construction specialist and the added rent to the Airport for the new Public Works Facility.
- Cemetery increased 21.91% from pay changes and added maintenance expenditures.
- Leisure Services went up 10.02% primarily from the need to purchase replacement equipment.
- Community Development is up 17.73% from adding a planner and GIS technician.
- Non-Departmental decreased by 25.13% because last year had the rebuilding of the Yacht Club Pier.

CITY OF SEBASTIAN, FLORIDA 2022/2023 ANNUAL BUDGET

Exhibit S-1 Appropriation Comparison by Department/Division General Fund

Org Code	Description	FY 18/19 Budget	FY 19/20 Budget	FY 20/21 Budget	FY 21/22 Amended Budget	FY 22/23 Budget	Increase (Decrease)	% Increase (Decrease)
010001	City Council	\$ 55,908	\$ 63,080	\$ 55,883	\$ 60,500	\$ 62,725	\$ 2,225	3.68%
010005	City Manager	298,289	276,527	285,943	333,616	306,745	(26,871)	-8.05%
010009	City Clerk	207,036	229,861	205,204	282,724	222,575	(60,149)	-21.27%
010010	City Attorney	104,914	181,738	195,696	211,922	236,730	24,808	11.71%
010020	Administrative Services	693,455	695,567	656,306	772,626	823,320	50,694	6.56%
010021	Management Information Service	476,934	537,772	513,329	597,680	717,540	119,860	20.05%
010041	Police Administration	858,496	1,095,279	1,020,630	964,718	858,600	(106,118)	-11.00%
010043	Police Operations	3,313,817	3,427,804	3,461,189	3,784,594	3,992,550	207,956	5.49%
010047	Police Detective Division	846,924	1,051,451	1,107,742	1,189,905	1,300,205	110,300	9.27%
010049	Police Dispatch Unit	646,273	653,693	577,505	676,053	748,330	72,277	10.69%
010045	Code Enforcement Division	183,672	191,648	187,626	201,223	202,100	877	0.44%
010052	Roads and Maintenance	965,960	991,997	927,720	1,104,726	1,149,134	44,408	4.02%
010054	Fleet Management	248,212	212,349	211,926	231,094	279,680	48,586	21.02%
010056	Facilities Maintenance	421,180	575,943	598,970	574,834	771,545	196,711	34.22%
010059	Cemetery	219,020	179,676	179,000	134,311	163,740	29,429	21.91%
010057	Leisure Services	1,248,340	1,194,420	1,035,794	1,280,274	1,408,615	128,341	10.02%
010080	Community Development	396,147	589,724	477,728	573,916	675,690	101,774	17.73%
010099	Non-Departmental	1,090,744	994,048	1,025,035	1,421,636	1,064,329	(357,307)	-25.13%
Total General Fund Expenditures		\$ 12,275,321	\$ 13,142,577	\$ 12,723,227	\$ 14,396,352	\$ 14,984,153	\$ 587,801	4.08%

Exhibit S-2 compares the General Fund expenditure by category budget for FY 2022/23 with the projected expenditures for FY 2021/22.

- Salaries and benefits reflect an increase of 11.8% primarily because of adding seven positions and increases in payments for employee benefits.
- Operating expenditures increased 10.9% primarily because of added expenditures associated with the additional positions, additional computer software and allocations for renting and operating the new Public Works Facility.
- Capital outlay reflects a 17.3% increase which is primarily due to vehicle and equipment replacements.
- Transfers to Other Funds have been totally eliminated.

Exhibit S-2 General Fund Expenditures by Category

By Major Category	FY 18/19 Actual	FY 19/20 Actual	FY 20/21 Actual	FY 21/22 Projected	FY 22/23 Budget	Increase (Decrease)	% Increase (Decrease)
Salaries and Benefits	\$ 9,198,140	\$ 9,741,182	\$ 9,850,753	\$ 10,089,211	\$ 11,275,955	\$ 1,186,744	11.8%
Operating Expenditures	2,604,177	2,727,851	2,616,922	3,000,232	3,328,324	\$ 328,092	10.9%
Capital Outlays	321,878	413,736	209,599	323,732	379,874	\$ 56,142	17.3%
Transfers to Other Funds	-	4,691	45,954	342,708	-	\$ (342,708)	-100.0%
Total	\$ 12,124,195	\$ 12,887,460	\$ 12,723,228	\$ 13,755,883	\$ 14,984,153	\$ 1,228,270	8.9%

CITY OF SEBASTIAN, FLORIDA 2022/2023 ANNUAL BUDGET

Exhibit S-3 compares the total expenditure budget by fund for FY 2022/23 to the projected expenditures for FY 2021/22. It shows expenditures only and does not include increases to reserves.

Exhibit S-3 Total Budget Comparison by Fund

Fund Name:	FY 18/19 Actual Expenditures/ Expenses	FY 19/20 Actual Expenditures/ Expenses	FY 20/21 Actual Expenditures/ Expenses	FY 21/22 Projected Expenditures/ Expenses	FY 22/23 Budgeted Expenditures/ Expenses	Increase (Decrease)	% Increase (Decrease)
General Fund (1)	\$12,147,439	\$12,887,460	\$12,723,227	\$13,755,884	\$14,984,153	\$ 1,228,269	8.9%
Special Revenue Funds							
Local Option Gas Tax (2)	735,954	852,884	905,680	404,695	1,052,574	647,879	160.1%
Discretionary Sales Tax (3)	1,610,545	2,337,236	4,753,002	9,853,442	4,395,472	(5,457,970)	-55.4%
Riverfront CRA (4)	507,484	339,766	432,555	509,102	275,918	(233,184)	-45.8%
Parking In-Lieu-Of	-	-	-	-	-	-	n/a
Recreation Impact Fee (5)	299,689	480,160	121,037	225,000	55,000	(170,000)	-75.6%
Stormwater Utility (6)	1,537,182	1,483,392	1,616,148	2,199,322	2,259,154	59,832	2.7%
Law Enforcement Forfeiture	21,491	6,072	16,500	1,561	-	(1,561)	n/a
Debt Service Funds							
Stormwater Utility Notes	403,659	402,137	400,529	401,834	-	(401,834)	-100.0%
Capital Project Funds (7)	7,751,243	2,784,746	7,802,502	19,678,502	19,664,383	(14,119)	-0.1%
Enterprise Funds							
Golf Course Fund (8)	1,335,211	1,348,818	1,393,214	1,562,766	1,692,371	129,605	9.3%
Airport Fund	523,518	398,338	398,338	580,022	571,046	(8,976)	-2.3%
Building Department (9)	694,694	746,911	814,164	1,047,996	1,272,121	224,125	27.5%
Total All Funds	\$27,568,109	\$24,067,920	\$31,376,896	\$50,220,126	\$46,222,192	\$ (3,997,934)	-8.0%

- (1) General Fund shows an increase compared to last year's projected expenditures primarily due to the addition of seven full-time positions.
- (2) Local Option Gas Tax spending is expected based on the pending paving program plan.
- (3) Discretionary Sales Tax spending is projected to be less after completing the public works facility.
- (4) Riverfront CRA decreased by the funding that was allocated to the sewer connection program.
- (5) Recreation Impact Fee spending on parks and playgrounds scheduled for next year will be lower.
- (6) Stormwater Utility expenditures will be held fairly constant for next year.
- (7) Capital Project Funds spending will remain high with anticipated stormwater and airport projects.
- (8) Golf Course Fund is higher from an increase in the grounds keeping contract and due to replacement of the range netting.
- (9) Airport Fund spending is expected to be less than projected for the past year.
- (10) Building Department increased due to funds allocated for a firm to assist with building inspections and also allocating funds to add two additional positions if qualified applicants can be identified.

CITY OF SEBASTIAN, FLORIDA 2022/2023 ANNUAL BUDGET

FUND BALANCE COMPARISON AND PROJECTED CHANGES

The City of Sebastian uses fund accounting to track revenues and expenditures. Fund Balance represents the equity (assets minus liabilities) of each fund. Exhibit S-4 compares the actual fund balance and projected fund balance change for each individual fund.

Exhibit S-4

FUND BALANCE COMPARISON AND PROJECTED CHANGES

Fund Name	Balance 9/30/2020	Balance 9/30/2021	Balance 9/30/2022	Change in Fund Balance		Projected Balance 9/30/2022	Percentage Change from Prior Year
	Actual	Actual	Estimated	Projected Sources	Projected Uses		
General Fund (1)	5,703,001	6,839,795	7,512,548	15,157,778	(14,984,153)	7,686,173	2.3%
Special Revenue Funds							
American Rescue Plan (2)	0	1,667,677	6,592	0	0	6,592	0.0%
Local Option Gas Tax (3)	388,403	238,643	602,916	795,080	(1,052,574)	345,422	-42.7%
Discretionary Sales Tax (4)	6,897,976	6,217,632	1,293,382	5,202,614	(4,395,472)	2,100,524	62.4%
Riverfront CRA (5)	478,660	541,244	458,586	424,299	(275,918)	606,967	32.4%
Parking In-Lieu-Of Fund (6)	59,679	71,578	97,685	539	0	98,224	0.6%
Recreation Impact Fee (7)	164,044	257,786	192,786	163,389	(55,000)	301,175	56.2%
Stormwater Utility Fee Fund (8)	1,375,749	1,718,263	1,478,876	1,959,621	(2,259,154)	1,179,343	-20.3%
Law Enforcement Forfeiture Fund	32,782	32,882	32,882	0	0	32,882	0.0%
Debt Service Funds							
Stormwater Utility Revenue Bonds	179,945	180,832	0	0	0	0	0.0%
Capital Project Funds (9)							
General Capital Project	0	0	0	562,784	(562,784)	0	n/a
Capital Improvements	0	0	0	1,026,158	(1,026,158)	0	n/a
Transportation Improvements	0	0	0	2,028,500	(2,028,500)	0	n/a
Stormwater Improvements	0	0	0	13,410,586	(13,410,586)	0	n/a
Golf Course Improvements							
Airport Improvements	0	0	0	2,636,355	(2,636,355)	0	n/a
Enterprise Funds							
Golf Course Revenue Fund (10)	70,305	91,068	301,049	1,782,371	(1,692,371)	391,049	29.9%
Airport Fund (11)	(188,577)	(121,174)	(85,489)	664,276	(571,046)	7,741	-109.1%
Building Department (12)	825,081	1,429,964	1,654,006	1,311,998	(1,272,121)	1,693,883	2.4%
Total All Funds	15,987,048		13,545,819	47,126,348	(46,222,192)	14,449,975	6.7%

- (1) General Fund projected fund balance may change when collective bargaining agreements are negotiated. Ad valorem taxes were based on a 2.950 millage.
- (2) American Rescue Plan funds were one-half paid in 2021, with the other half in 2022.
- (3) Local Option Gas Tax Fund projected uses will depend on the update to the paving program plan.
- (4) Discretionary Sales Tax fund balance has been used for construction of the new Public Works Compound.
- (5) Riverfront CRA will be accumulating funds to develop additional event space on the riverfront.
- (6) Parking In-Lieu-Of Fee has no planned expenditures and there are new payment agreements that will increase the balance.
- (7) Recreation Impact Fee fund balance will be allocated for future capital spending on playground and park improvements.
- (8) Stormwater Utility Fee Fund revenues and fund balance will be used for operation and maintenance of the system.
- (9) Capital Project Fund projected receipts are equal to amounts projected to be spent.
- (10) Golf Course Fund balances will be somewhat affected when collective bargaining agreements are negotiated.
- (11) Airport Fund's balances will also be somewhat affected when collective bargaining agreements are negotiated.
- (12) Building Department Fund balances will be affected as well, when collective bargaining agreements are negotiated.

CITY OF SEBASTIAN, FLORIDA 2022/2023 ANNUAL BUDGET

PERSONNEL SUMMARY BY DEPARTMENT/DIVISION

As with any service organization, personnel costs are a significant part of the total operating budget of the city. For FY 2022/23, total personnel costs are approximately 75% of the city's budgeted operating expenses. Exhibit S-5 provides a comparison of staffing levels in recent years.

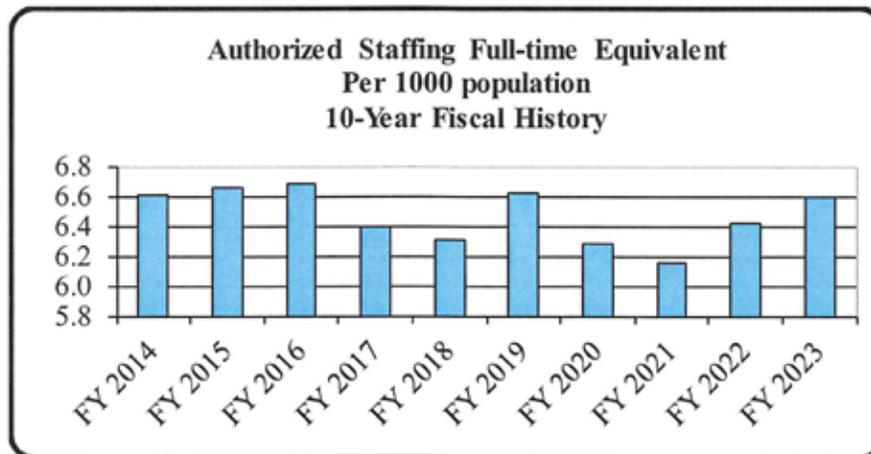
Exhibit S-5 FULL AND PART-TIME POSITIONS

Department/Division	Budget FY 2018/2019		Budget FY 2019/2020		Budget FY 2020/2021		Budget FY 2021/2022		Amended Budget FY 2021/2022		Budget FY 2022/2023	
	F/T	P/T	F/T	P/T	F/T	P/T	F/T	P/T	F/T	P/T	F/T	P/T
City Council	0	5	0	5	0	5	0	5	0	5	0	5
City Manager	2	0	2	0	2	0	2	0	2	0	2	0
City Clerk	2	1	2	1	2	1	2	1	2	1	2	0
City Attorney	0	0	1	0	1	0	1	0	1	0	1	0
Administrative Services	6	0	6	0	6	0	6	0	6	0	7	0
Mgmt Information Services	4	2	4	2	4	2	5	2	5	2	5	2
Leisure Services	12	18	13	6	13	4	14	4	14	4	14	4
Community Development	4	0	5	0	5	0	5	0	5	0	7	0
Police Administration	7	2	7	2	7	1	8	1	8	1	7	1
Police Operations	34	0	32	0	32	0	32	10	32	10	35	10
Police Investigations	7	10	9	10	9	11	9	1	9	1	10	1
Police Dispatch	10	0	10	0	10	0	10	0	10	0	10	0
Code Enforcement	3	0	3	0	3	0	3	0	3	0	3	0
Roads & Maintenance	10	0	10	0	10	0	10	0	10	0	10	0
Fleet Management	4	0	3	0	3	0	3	0	3	0	3	1
Facilities Maintenance	3	0	4	0	4	0	4	0	3	0	4	0
Cemetery	2	0	2	0	2	0	2	0	2	0	2	0
GENERAL FUND TOTALS	109	38	113	26	113	24	116	24	115	24	122	24
Stormwater Utility	14	1	13	1	13	1	15	1	15	1	13	2
Golf Course Administration	2	4	2	4	2	4	2	4	2	4	2	4
Golf Course Carts	0	14	0	10	0	10	0	10	0	10	0	10
Golf Course Total	2	18	2	14	2	14	2	14	2	14	2	14
Airport	2	0	1	1	1	1	1	1	2	1	2	1
Building Department	7	1	7	2	7	3	8	3	8	3	10	3
SUB-TOTALS	134.0	58.0	136.0	44.0	136.0	43.0	142.0	43.0	142.0	43.0	149.0	44.0
TOTAL POSITIONS	192.0		180.0		179.0		185.0		185.0		193.0	
FULL-TIME POSITIONS	163.00		158.00		157.50		163.50		163.50		171.00	

CITY OF SEBASTIAN, FLORIDA 2022/2023 ANNUAL BUDGET

The FY 2022/23 budget reflects a total authorization of 171.0 full-time equivalent (FTE) positions to serve the 2023 estimated population of 25,915. This is a staffing ratio of 6.598 FTE's per 1,000 population. From the chart and graph below, the trend for the past few years is illustrated.

<u>Year</u>	<u>FTE</u>	<u>Population To Be Served</u>	<u>Number of FTE Per Thousand</u>
FY 2014	146.50	22,188	6.6027
FY 2015	150.50	22,622	6.6528
FY 2016	149.00	22,296	6.6828
FY 2017	148.00	23,137	6.3967
FY 2018	152.50	24,192	6.3037
FY 2019	163.00	24,630	6.6179
FY 2020	158.00	25,168	6.2778
FY 2021	158.00	25,658	6.1579
FY 2022	163.50	25,454	6.4234
FY 2023	171.00	25,915	6.5985



DEBT OBLIGATIONS

Debt Limits

Since neither State law nor the City Charter provide any fixed or arbitrary limits on the amount of debt which may be incurred (other than the requirement to have General Obligation debt approved in advance by referendum), the City Council has established the following debt service level policy as part of the city's financial policy to ensure future flexibility.

<u>Type of Debts</u>	<u>Limits</u>	<u>Actual as of 9/30/20</u>
General Obligation debt	5% of the assessed valuation of taxable property Maturity to 15 years	0%
General Fund Debt Expense	8% of the General Fund expenditure budget	0%
Variable Rate Debt	15% of the total debt outstanding	0%
"Pay As You Go" Financing	Amount is less than \$150,000 Maturity to 10 years	None

CITY OF SEBASTIAN, FLORIDA 2022/2023 ANNUAL BUDGET

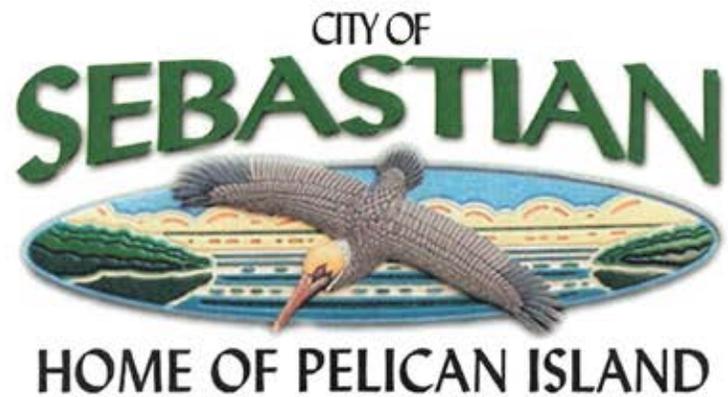
Debt Outstanding

There is no outstanding debt related to the General Fund and the city has no variable rate debt. Each of the two long-term notes included a covenant pledging special revenues. The following table lists the city’s debt obligations and commitments as they have been forecasted to be as of September 30, 2023. The Stormwater Bank Note was used to refund a bond issue that initially held an insured rating of AAA and it was paid off in May 2022. The Paving Improvements Note was used to refund another Bank Note with less desirable terms and it will be paid off in December 2022. The Golf Cart lease purchase was used to acquire a new fleet of golf carts and it was paid in July 2022. The Police Camera System was also obtained by a lease purchase agreement and is scheduled to be paid off in November 2025.

Debt Description	Initial Principal Amount	Principal Balance at 9/30/2023	Interest Rate	Final Maturity	Initial Bond Rating/ Insurer	Security Pledge
Stormwater Utility Revenue Bank Notes 2014 (Final Payment May 1, 2022).	\$5,630,000	\$0	2% to 4.2%	2022	AAA/MBIA	Stormwater Utility Fees
2012 (Final Payment December 1, 2022).	\$2,296,000	\$0	1.94%	2023	N/A	Local Option Gas Tax
Golf Cart 60 Month Lease Purchase 2017	\$313,152	\$0	3.49%	2022	N/A	N/A
Police Camera System 60 Month Lease Purchase May 2021	\$392,915	\$189,439	2.75%	2025	N/A	N/A

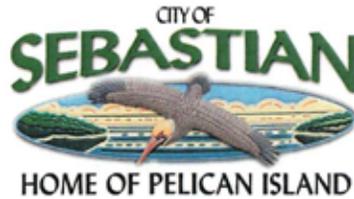
Effects of Debt on Current Operations

Although stormwater utility fees were pledged to the Stormwater Utility Revenue Notes, the annual debt service in recent years was paid from discretionary sales tax revenues. This is a legitimate use of those revenues and helps toward enabling stormwater utility fees to be applied to operational needs of the utility without being encumbered by the debt service payments. Local option gas tax revenues are used to pay the debt service on the Paving Improvements Promissory Notes, which is an allowed use of those funds, since the debt pertains to improvements to the City’s transportation system. Clearly, with the priority that must be given to those debt service payments, the net revenues available for capital purchases and/or operating expenditures on the transportation system was reduced. Payments on the Lease Purchase of the golf carts effects the net income from operations but also insures a well-maintained fleet that is essential to insuring a pleasing golfing experience for the customers. The final payment on the current fleet was made during FY2022. A solicitation will be conducted during 2023 to replace the cart fleet. Payments on the Police Camera System are being made from Discretionary Sales Tax funds and will not be completed until FY2026.



CITY OF SEBASTIAN FLORIDA
ANNUAL BUDGET
FISCAL YEAR 2022-2023

POLICIES



MISSION STATEMENT

City of Sebastian elected officials, volunteer board and advisory committee members, and all employees are committed to making Sebastian the most desirable city in the State of Florida to live, for businesses to flourish and visitors to enjoy. Sebastian will become known as a city that superbly manages and develops its human, natural and financial resources such that it is consistently able to provide and improve upon its reputation as a highly attractive and safe community with enviable business and recreational opportunities.

We will achieve this mission by implementing the following strategies that build on excellent work already begun:

- ❑ Ensure that all employees, volunteers and advisory board members fully understand and will work toward the achievement of the mission.
- ❑ Determine, through citizen committees, workshops and surveys, the most important stated and unstated needs and expectations of the majority of our residents. Concurrently, seek to assess both internal and external attitudes toward all major City sponsored programs designed to meet those needs and expectations.
- ❑ Continually assess the City's recreational and cultural activities and work to provide an optimal mix that satisfies our residents.
- ❑ Develop a Growth Management plan that recognizes the City's current and future growth needs.
- ❑ Continue to improve the budgeting process so that all human, natural and financial resources are allocated and all capital improvements are developed and implemented consistent with this mission.
- ❑ Design and implement an employee recruitment, training and development plan that finds, trains, develops and retains people with the skills and talents needed to achieve the City's mission.
- ❑ Develop and promulgate an Economic Development Policy that will entice commercial enterprises to Sebastian, thereby strengthening and expanding the City's financial resources.
- ❑ Continue to improve methods of communicating information to residents.

Each Department of the City of Sebastian will develop and accept responsibility for specific action steps designed to achieve its portion of the mission. The City will review its mission statement annually and measure its progress periodically based on completion of specific goals set forth in the annual budgeting process. The final measure of success will be realization of the City of Sebastian's mission.

City of Sebastian, Florida

Financial Policies

City of Sebastian's financial policies set forth the basic framework for overall fiscal planning and management and set forth guidelines for both current activities and long-range planning. These policies are reviewed annually to assure the highest standards of fiscal management and were formally adopted by the City Council at a public meeting on September 28, 2022. The City Manager and the Management Team has the primary role of reviewing financial actions and providing guidance on financial issues to the City Council.

I. Overall Goals

The overall financial goals underlying these policies are:

1. Fiscal Conservatism: To ensure the city is in a solid financial condition at all times. This can be defined as:
 - A. Cash Solvency – the ability to pay bills
 - B. Budgetary Solvency – the ability to balance the budget
 - C. Long Term Solvency – the ability to pay future costs
 - D. Service Level Solvency – the ability to provide needed and desired services
2. Flexibility: To ensure that the city is in a position to respond to changes in the economy or new service challenges without an undue amount of financial stress.
3. Compliance with All Statutory Requirements: As set forth by the State of Florida and the City ordinances.
4. Adherence to the highest Accounting and Management Practices: As set by the Government Finance Officers' Association standards for financial reporting and budgeting, the Government Accounting Standards Board and other professional standards.

II. Operating Budget Policies

The City Administrative Services Department, with support and general direction from the City Manager, coordinates the budget process. The formal budgeting process begins in February and ends in September and provides the primary mechanism by which key decisions are made regarding the levels and types of services to be provided, given the anticipated level of available resources. Revenues and expenditures are projected on the basis of information provided by City departments, outside agencies, current rate structures, historical data and statistical trends.

A. Budget Process

The development of the budget is guided by the following budget policies:

1. A budget calendar will be designed each year to provide a framework within which the interactions necessary to formulate a sound budget could occur and ensure that the City complies with State legal mandates.
2. The budget must be balanced for all funds. Total revenues and other available funds must equal total estimated expenditures for each fund (Section 166.241 Florida Statutes requires all budgets to be balanced).
3. All operating funds are subject to the annual budget process and reflected in the budget document.
4. The enterprise operations of the City are intended to be self-supporting; i.e., current revenues are hoped to cover current expenditures, including debt service.
5. An administrative service fee will be paid to the General Fund by the Stormwater Fund and each Enterprise Fund. This assessment is calculated based upon a percentage (ratio of both the number of full-time equivalent employees of the enterprise fund to the total number of full-time equivalent employees of the City and ratio of the operating budget of the enterprise funds to the total operating budget of the City) of total budgeted General Fund administration expenditures (includes City Council, City Manager, City Attorney, City Clerk, Administrative Services, Management Information Systems, Community Development and Facilities

City of Sebastian, Florida

Financial Policies

Maintenance). A Management Charge-Back is also assessed by the General Fund against the Community Redevelopment Agency (CRA) Fund of the City. This Charge-Back is based on 50% of the pay and benefits of the Community Development Director/CRA Manager and corresponds with the amount of time devoted to administrative support for the CRA. The Stormwater Fund is assessed for 45% of the pay and benefits of the City Engineer, 30% for the Administrative Assistant and 50% of the GIS Technician.

6. Pursuant to Ordinance 05-16, stormwater utility fees can be used to fund stormwater operations, as well as capital improvements. Stormwater operations were previously accounted for in General Fund and partially reimbursed with transfers from the Stormwater Fund. Since FY 2019, stormwater operating expenditures are directly accounted for within the Stormwater Fund to better disclose how the fees are being used.

7. In no event will the City of Sebastian levy ad valorem taxes against real property and tangible personal property in excess of 10 mills, except for voted levies (Section 200.081 of Florida Statutes places this millage limitation on all Florida municipalities.)

8. The City will budget 96 percent of anticipated gross ad valorem proceeds to provide an allowance for discounts for early payment of taxes (Section 200.065 of Florida Statutes states that each taxing authority shall utilize not less than 95 percent of the taxable value.)

9. Employees covered by the Coastal Florida Public Employee Labor Agreement will have 9% of their wages contributed to a pension plan offered by the Communication Workers of America. The locally administered defined benefit pension plan for police officers will be funded in accordance with the required annual contribution calculated by an independent actuary but no less than 14.6% of the covered payroll. All other employees will have 9% of their wages contributed to a deferred compensation retirement program sponsored by the International City Management Association.

10. The City will coordinate development of the capital improvement budget with the development of the annual operating budget. Each item included in the capital improvement budget is reviewed for its impact on the operating budget. The review quantifies four main factors, which are maintenance costs, improved efficiency, reduction in liability exposure and savings from taking replaced items out of service. Other considerations include the expectation of generating additional revenue, changes in personnel requirements and consistency with the City's Comprehensive Plan.

B. Basis of Budgeting

The basis of budgeting for governmental funds (General, Special Revenue, Debt Service Funds, and Capital Project funds) shall be prepared on a modified accrual basis of accounting. This means unpaid financial obligations, such as outstanding purchase orders, are immediately reflected as encumbrances when the cost is estimated, although the items may not have been received. However, in most cases revenue is recognized only after it is measurable and actually available.

The budgets for the proprietary funds – Golf Course, Airport and Building Department – are prepared using the accrual basis of accounting. Proprietary funds also recognize expenses as encumbered when a commitment is made (e.g., through a purchase order). Revenues, on the other hand, are recognized when obligated to the City.

Purchase orders for goods and services received prior to the end of the current fiscal year will be eligible for payment immediately following the close of the fiscal year. Encumbrances for all other purchases, excluding the capital projects funds purchases, will automatically lapse at the close of the fiscal year.

The Comprehensive Annual Financial Report (CAFR) presents the status of the City's finances on the basis of Generally Accepted Accounting Principles (GAAP). Since FY 2001, the CAFR has been prepared in compliance with Governmental Accounting Standards Board (GASB) Statement 34 requirements. The CAFR shows fund expenditures and revenues on both a GAAP basis and budget basis for comparison purposes. In most cases, this conforms to the way the City prepares its budget with the following exceptions:

1. Any principal payments on long-term debt within the enterprise funds are applied to the outstanding liability on a GAAP basis as opposed to being expended when paid on a budget basis.
2. Capital outlay within the proprietary funds are recorded as assets on a GAAP basis and expended on a budget basis.

City of Sebastian, Florida

Financial Policies

3. Depreciation expense is not budgeted.
4. Inventory is expensed at the time it is used.
5. Compensated absences liabilities that are expected to be liquidated with expendable available financial resources are accrued as earned by employees on a GAAP basis as opposed to being expended when paid on a budget basis.

C. Guidelines

The Comprehensive Annual Financial Report (CAFR) presents the status of the City's finances on a basis consistent with Generally Accepted Accounting Principles (GAAP). Therefore, a statement of net assets and a statement of activities are presented for total governmental funds and total proprietary funds on an accrual basis of accounting. Additional statements then identify major governmental funds and individual proprietary funds, with the modified accrual basis of accounting used for governmental funds and accrual basis of accounting used for the proprietary and trust funds. In order to provide a meaningful comparison of actual results to the final budget, the CAFR presents the City's operations on a GAAP basis with a reconciliation to presentations of fund revenue and expenditures on a budget basis for the General, Special Revenue, and Debt Service funds.

Current revenues shall be sufficient to support current expenditures. The Administrative Services Department will monitor each fund and make timely budgetary recommendations and adjustments to be sure no expenditures are in excess of appropriations at fiscal year end, which is not permitted under Florida State Statutes. The budget process and format shall be performance-based and focus on goals, objectives, programs, and performance indicators. The budget will provide adequate funding for maintenance and replacement of capital plant and equipment.

D. Budget Amendment

1. Only City Council may approve changes to total fund appropriations and use of contingency appropriations.
2. Shifts in appropriations within fund totals may be done administratively on the authority of the City Manager. In most cases the City Manager will request City Council's approval, since any significant item prompting the change will usually go to the City Council (e.g., award of contract, additions to staff, contract change order). Procedures for transfers between appropriations and delegation of budget responsibility will be set by the City Manager.
3. A Budgetary Control System will be maintained to ensure compliance with the budget. Monthly operating statements are provided to all Department Heads and Quarterly budget status reports will be provided to the Citizen's Budget Review Board and the City Council comparing actual versus budgeted revenue and expense activity for all budgeted funds.

E. Planning

The City will annually prepare and distribute to departments and the City Council a Five-Year Forecast for the period beyond the next fiscal year. The forecast will include estimated revenues, operating costs and future capital improvements included in the capital improvement plan, as well as projected fund balances.

City of Sebastian, Florida

Financial Policies

III. Revenue Policies

A. Revenue Projections

The City shall estimate its annual revenues by objective and analytical processes. The City shall maintain a diversified and stable revenue system to the extent provided by law to insulate it from short-term fluctuations in any one revenue source.

B. User Fees

The City shall recalculate on an annual basis the full cost of selected activities currently supported by user fees and charges to identify the impact of inflation and other cost increases. To the extent possible, the City shall set fees and user charges for the Golf Course, Airport and Building Enterprise Funds with the intent to have them fully support the total direct and indirect costs of their respective operations, including any debt service and depreciation.

IV. Performance Measurement Policies

A. Establishing Performance Requirements

Annually, each department shall develop departmental performance measures that correspond with the department programs and file them with the City Manager's Office. Goals should be related to core services of the department and should reflect stakeholder needs. The measures should be of a mix of different types, including effectiveness, efficiency, demand and workload. Measures should have sufficiently aggressive "stretch" goals to ensure continuous improvement.

- Workload – Measures the quantity of activity for a department (e.g., number of calls responded to).
- Demand – Measures the amount of service opportunities (e.g., total number of calls).
- Efficiency – Measures the relationship between output and service cost (e.g., average cost of the response to a service call).
- Effectiveness – Measures the impact of an activity (e.g., percent of people who feel safe).

Department Directors shall establish performance measures for each program within their department. These must be linked to the department wide goals and objectives being supported. Systematic and cost effective methodologies must also be developed to monitor and project the established performance measures. Supervisors shall insure that fair, objective and aggressive performance measures are identified for each employee or work group that directly supports program goals and objectives and that an evaluation of the success in accomplishing departmental measures are part of the employee's annual performance review.

B. Reporting Performance

Quarterly summaries of progress on goals and objectives and departmental performance measures will be provided to the Administrative Services Director/CFO for publishing in the City Council's Quarterly Budget to Actual Report.

City of Sebastian, Florida

Financial Policies

V. Investment Policies

A. Investment Management

The City Administrative Services Department shall perform a cash flow analysis of all funds on a regular basis. Disbursement, collection, and deposit of all funds will be scheduled to insure optimum cash availability. When permitted by law, the City shall pool cash from each respective fund for investment purposes. The Administrative Services Director/CFO, as the City's Chief Financial Officer, shall select and manage all City investments. Investments shall always be made with the priority focused on achieving safety, liquidity and optimal return of the investments, in that order. Further detail on allowed investments is contained in a separately published investment policy.

B. Investment Analysis

The Administrative Services Director/CFO shall review the investment policy established for investing surplus funds to account for changes in legislation and market conditions on a regular basis. The Administrative Services Director/CFO shall prepare quarterly investment portfolio reports containing information on the securities being held and the returns of each investment category. The Administrative Services Director/CFO shall meet and discuss any changes in investment strategies or differences in investment holdings as needed, with an Investment Committee consisting of the Administrative Services Director/CFO, the City Manager and a third person selected by the City Manager.

VI. Capital Improvement Program Policies

A. Capital Improvement Plan

The City shall adopt an annual Capital Budget based on the Capital Improvement Plan and make all capital improvements in accordance with it. Future capital improvement expenditures necessitated by changes in population, real estate development, or in economic base will be calculated and included in the capital improvement plan projections. The City will determine and use the most prudent financial methods for acquisition of capital improvement projects based upon market conditions at the time of acquisition.

Capital Replacement Programs – The City shall forecast capital replacement and maintenance needs for at least five-year periods beyond the budget year and update this projection each year. From this, a maintenance and replacement schedule shall be developed and implemented. Funding for capital replacement may be obtained through excess year-end surpluses as identified in the Use of Surplus Policies. Maintenance programs shall be paid for on a pay-as-you-go basis. The City will determine and use the most prudent financial methods for acquisition of capital equipment, based upon market conditions at the time of acquisition.

B. Definition

Capital improvements include streets, buildings, building improvements, park expansions/improvements, new parks, airport runways, infrastructure improvements, and acquisitions of equipment. Projects in the Capital Improvement Program generally cost more than \$750 and last at least five years (with the exception of computer software if \$5,000 or greater). For accounting purposes, these lesser cost capital items are often included, in order to easily reconcile the initial year with the capital accounts budgeted in that year's Operating Budget. Significant allocations to some programs that do not meet the definition of capital items may also be reflected in the Program in order to present the complete financial plan, although they may ultimately be accounted for as operating expenditures.

C. Alignments

The City shall coordinate the development of the Capital Improvement Program plan with the development of the Operating Budget, as well as ensuring compliance with the Comprehensive Plan Capital Improvement Element. Future operating expenditures and revenues associated with new capital improvements will be projected and included in the Capital Improvement Program Forecasts.

City of Sebastian, Florida

Financial Policies

D. Project Approvals

Capital projects submitted for approval must be justified in terms of how the project supports the achievement of the City's strategic priorities. The originating department of the capital improvement project will identify the estimated costs and impacts on revenue and operating costs for each capital project proposal. Projects are prioritized and approved based on the relevancy of the project to the City's strategic plan and the impact on the end stakeholder(s).

E. Maintenance

The City shall maintain all capital assets at a level adequate to protect the City's capital investment and minimize future maintenance and replacement costs.

F. Physical Inventory

An annual physical inventory will be conducted to ensure that all capital assets listed in the City's financial system are accounted for, and that sufficient internal control over capital items is exercised. Further detail on capital purchases and dispositions is detailed in a separately published policy.

VII. Debt Management Policies

A. Market Review

The City's Administrative Services Director/CFO, in conjunction with the Financial Consultant, shall review its outstanding debt annually for the purpose of determining if the financial marketplace will afford the City the opportunity to refund an issue and incur less debt service costs. In order to consider the possible refunding of an issue, a present value savings of at least three percent (3%) over the life of the respective issue should be attained.

B. Debt Financing for Capital Assets

1. Short-term borrowing or lease/purchase contracts should only be considered for financing major operating capital equipment when the Administrative Services Director/CFO determines that this is in the City's best financial interest. Lease/purchase decisions should have the concurrence of the appropriate department/division head and should consider the net cost after factoring in anticipated maintenance expenditures.
2. Whenever the City finances capital projects or purchases by issuing long-term debt, it shall amortize the debt over a term not to exceed the average useful life of the project(s) financed. Financing utilizing bank notes will be preferred to avoid the higher issuance cost typically incurred with bonded debt. Except in the most unusual instances, the City will seek competitive bids to assure it selects the financial institution with the most advantageous terms. If General Obligation Bonds are issued, the City's goal will be to limit the maturity to fifteen (15) years. When possible, the City shall use a special assessment or self-supporting financing instead of general obligation bonds, so those benefiting from the improvements will bear all or part of the cost of the project financed.

C. Debt Service Levels

Annual General Fund debt service expense, if any, will be limited to eight percent (8%) of the General Fund expenditures budget.

The City will limit its total outstanding General Obligation debt, if any, to five percent (5%) of the assessed valuation of taxable property.

The City will limit the amount of Variable Rate debt to fifteen percent (15%) of the total debt outstanding.

City of Sebastian, Florida

Financial Policies

D. Bond Ratings and Full Disclosure

The City recognizes the importance of favorable bond ratings by the various rating agencies. Bond ratings will be obtained when bonds are issued and will be regularly updated for the term of the bond issue. The Administrative Services Director/CFO, along with the Financial Consultant, shall periodically review possible actions to maintain or improve its bond ratings and shall maintain good communications with bond rating agencies and its bond insurers about its financial condition. The Administrative Services Director/CFO shall coordinate all communications to ensure a professional and factual response to any inquiries.

The City shall follow a policy of “full disclosure” in its Comprehensive Annual Financial Report and bond prospectuses. The Administrative Services Director/CFO shall assure that all legally required filings are made in regard to outstanding financings.

E. Decision Making and Analysis

The City’s strategic planning and budgeting decisions are based on a number of processes currently in place. The specific tools used are:

- Citizen Advisory Boards – (e.g., Citizens Budget Review Advisory Committee) are teams made up of Residents and City staff to address specific concerns and provide direction and feedback;
- Master Planning – Specific functions and processes are included in written plans, such as the Comprehensive Plan, Stormwater Master Plan, Community Redevelopment Agency Master Plan and the Airport Master Plan;
- Fiscal Impact Model – Allocation methodology that quantifies average and marginal revenues and the costs of new development by land use type;
- Revenue Forecasting Model – Statistical time series analysis and tracking model of major revenues;
- Performance Measurement System – Quarterly performance evaluations and reports;
- Capital Budgeting Tools – Present Value Payback, Net Present Value Analysis, Own/Lease Analysis, and Return on Investment (ROI) Analysis;
- Five-Year Financial Plan – Multi-year forecasting of revenues and expenditures beyond the next budget year for all major City funds;
- Ten-Year Fleet Replacement Program – Equipment maintenance and replacement schedule covering the useful life of all vehicle classes;
- Ten-Year Equipment and Maintenance Program - maintenance and replacement schedule covering the useful life of all major equipment, other than vehicles;
- Financial Trend Monitoring System – Systematic analysis of major financial indicators.

City of Sebastian, Florida

Financial Policies

VIII. Fund Balance Policies

On an annual basis, after the year-end audit has been completed, but no later than April 1, the Administrative Services Director/CFO shall update schedules of all fund surpluses and deficits, with projections of reserve requirements and any plan for the use of any excess surplus for the current year in accordance with the Financial Balance Policies and Use of Surplus Policies. This will be reviewed to ensure compliance with stated and adopted policies, but also to analyze the total reserve and surplus picture to ensure that the policies as adopted do not inadvertently create adverse effects. The Administrative Services Director/CFO shall provide recommendations to the City Manager for any changes to the Fund Balance Policies and Use of Surplus Policies based on needs identified in this analysis.

A. General Fund uncommitted and unassigned fund balances will be maintained at a target amount of five million dollars (\$5,000,000) as a reserve for declared natural disasters. This approximates an amount calculated to sustain City operations in the aftermath of unforeseen or emergency events, such as hurricanes declared to be natural disasters. Key assumptions of this calculation are:

- a. That damage to City-owned and private property will amount to a loss of no greater than 35% in overall property values;
- b. That the damage occurs after the maximum proposed millage is established for the next fiscal year, resulting in up to a year's delay before there is the option of increasing property tax revenues;
- c. Property taxes, franchise fees, utility service taxes and other revenues will decline;
- d. There would be significant public safety and public works employee overtime; large outlays for debris removal; plus expenditures for repairing and replacing City facilities;
- e. Reimbursements from insurance claims will occur within six months and FEMA claims will occur within a three year period from the month the natural disaster occurs;

B. In addition, the City shall assign a portion of General Fund to the Capital Renewal and Replacement Reserve to a balance no greater than \$275,000. This Reserve is assigned for the purpose of allowing the City Manager to immediately proceed with repairing or replacing essential equipment or facilities in instances where those items have not been budgeted. Such expenditures shall be governed by the purchasing thresholds set by City Code Section 2-10. The necessary budget adjustments for these items shall be reported to and approved by the City Council along with the next Quarterly Financial Report.

C. Consideration shall also be given to establishing extra cushions for unanticipated events or extraordinary expenditures, such as:

- a. Uncontrollable shortfalls in intergovernmental revenue occurring due to poor economic conditions at the State and National levels or the willful political action of those attempting to undermine home rule and the effectiveness of City government. (General Fund receives about \$4.6 million each year from Communication Service Taxes, State Revenue Sharing, Motor Fuel Taxes and the Half-cent Sales Taxes which is about 30.8% of its total revenues) Allowing for a 10% shortfall would calculate as \$460,000.
- b. Significant payouts of unused employee leave accruals at the time they terminate. These payouts have averaged about \$101,000 or 6.5% of an assumed 100% payout over the past five years and are typically manageable by covering them from the relevant department's other budgeted accounts. However, the departure of 100% of the employees would create a total payout of about \$1.26 million in wages plus another \$296,000 for applicable benefits. In response to some emergency situations, the City could be faced with excessive voluntary departures or perhaps mandatory layoffs due to the financial situation. Allowing for a 25% termination rate, The City would be faced with an unexpected payout for a total of about \$389,000.

City of Sebastian, Florida

Financial Policies

- c. Unanticipated expenditures on capital outlays or capital replacements of such a magnitude that are beyond the possibility of immediately funding within any legal or normally reasonable means.
 - (1) Although financing from financial institutions may be feasible in certain isolated cases, this possibility may not be available should those creditors have to also consider other events the City could be dealing with at the time.
 - (2) Additional cushions could be established in certain Special Revenue Funds as a capital reserve.
 - d. The unfunded Police Pension Fund Actuarial Accrued Liability is also something that could possibly be a concern. Annual contributions to the pension plan are calculated to cover the vested benefits being accumulated by the Police Officers but the deficit occurs when plan changes are made or when assumptions are changed or when assumptions do not materialize. An immediate payout is not required, since repayment of the deficit is allowed to be amortized and calculated into future annual payment requirements. Consideration could be given to paying more than the annual requirement or establishing another cash reserves in case political forces create a future mandate to immediately pay off the deficit.
 - e. Localized emergencies that may not be eligible for insurance or FEMA reimbursement, such as flooding, tornados, sink holes, earth quakes, civil disorders, terrorism, explosions, fires, etc. Emergencies of this nature would most likely impact operational accounts such as overtime pay expenditures and utility tax and franchise fee revenues. To the extent possible without increasing tax rates, a cushion of some amount would be warranted.
- D. Target amounts should be established and reviewed annually during the budgeting process for each of the above. Generally, the targets would be calculated as a reasonable percentage of the total based on a rational analysis of the perceived likelihood of the event actually occurring and amounts that would be sufficient to reduce the negative impact of the event to acceptable levels. At the discretion of the City Council, the creation or replenishment of established target amounts will occur as soon as reasonably possible without tax rate increases or further damaging ongoing levels of service to the public. An effort will be made to replenish the reserve for declared natural disasters for at least 25% of the shortfall within the following year.
- E. In some instances, the City's Golf Course, Airport and Building Enterprise Funds may be impacted by the foregoing emergency conditions. Certainly, the Golf Course and Airport may not have the resources that might be necessary to effectively restore their operations. While considering the level of targeted cash reserve balances in the General Fund and Special Revenue Funds, it must be recognized that these operations may also need financial assistance to recover.
- F. In conclusion, the following Fund Balance Policies for funding amount targets will be in effect:
- a. Declared National Disasters - \$5,000,000 Target Balance.
 - b. Capital Renewal and Replacement Reserve – Replenished Up to \$275,000 from Operating Surpluses.
 - c. Shortfalls in Intergovernmental Revenues –\$460,000 Based on 10% of Annual State Revenues.
 - d. Employee Leave Accrual Payouts – \$389,000 Based on 25% Payout of Accumulated Liability.
 - e. Capital Outlay Reserve – Set Aside 5% in Certain Special Revenue Funds:
 - i. Local Option Gas Tax –\$38,882 based on 5% of budget of gas taxes.
 - ii. Discretionary Sales Tax –\$258,032 based on 5% of budget for sales taxes.
 - iii. Community Redevelopment Agency –\$19,029 based on 5% of budget for tax increment receipts.
 - iv. Stormwater Utility –\$97,603 based on 5% of budget for stormwater fee receipts.
 - f. Unfunded Police Pension Liability – Address this by increasing annual contribution when possible.
 - g. Localized Emergencies – The severity of such events is difficult to envision, thus it is assumed that other balances would have to be utilized.
- G. The total funding target for General Fund to cover items a, b, c and d. would be \$6,124,000, which exceeds current balances. These are to be fully funded as soon as possible by using accumulated Operating Surpluses that result from revenues exceeding expenditures.

City of Sebastian, Florida

Financial Policies

IX. Use of Surplus Policies

It is the intent of the City to use all uncommitted or unassigned surpluses to accomplish three primary goals: meeting fund balance policies, avoidance of future debt, and reduction of outstanding debts or liabilities. The City will always avoid using fund balances or year-end surpluses to cover ongoing operating expenses.

A. Any surpluses realized in the General Fund may, at the discretion of the City Council, be used to restore fund balance targets or other purposes in the following order of priority:

1. \$5,000,000 target reserve for declared national disasters.
2. \$275,000 maximum balance on hand at the beginning of each fiscal year for the Capital Renewal and Replacement Reserve.
3. \$400,000 target reserve for shortfalls in intergovernmental revenues.
4. \$440,000 target reserve for payouts of terminating employee leave accruals.
5. Pay the full budgeted amount based on the Actuary's projection for the required annual contribution to the Police Pension Trust Fund, even in those years when actual investment returns are better than had been projected.

B. After fully satisfying the fund balance targets or additional payments, surpluses may be used for the following purposes, listed in order of priority:

1. Additional Cash Payments for Capital Improvement Program Projects. Using cash to purchase capital items that may otherwise be purchased with the proceeds from debt will reduce the future debt burden of the City. This strategy may be beneficial but a financial analysis should be performed to determine the greatest net present value savings.
2. Cemetery Permanent Trust Fund. After all other needs have been satisfied, excess surpluses may be transferred to the Cemetery Permanent Trust Fund established to care for the Cemetery. The amounts transferred shall be deemed corpus to the Cemetery Trust fund for funding Cemetery care and maintenance.
3. Riverfront Redevelopment Agency. After all other needs have been satisfied; excess surpluses may be transferred to the Riverfront Redevelopment Agency that has been established to provide infrastructure and public facility needs in that area that will result in increased property values.

C. Special Revenue Fund Surpluses

Local Option Gas Tax Revenue Fund – A target reserve will be maintained in an amount equal to five percent (5%) of the annual budgeted gas tax receipts to alleviate the impact of a decline in amounts of collected revenue and to provide sufficient funds for unanticipated transportation expenditures. Surpluses projected five years beyond the budget year may exceed the target or be allocated toward additional eligible projects or programs.

Discretionary Sales Surtax Revenue Fund – A target reserve will be maintained in an amount equal to five percent (5%) of the annual budgeted sales tax receipts to alleviate the impact of decline in amounts of collected revenue and to provide sufficient funds for unanticipated replacements of eligible capital improvements or equipment. Surpluses projected five years beyond the budget year may exceed the target or also be programmed toward additional eligible capital infrastructure or forgiveness of some of the advances made for the construction of Airport Hangars A and B.

Community Redevelopment Agency – A target reserve will be maintained in an amount equal to five percent (5%) of the annual budgeted tax increment receipts to alleviate the impact of a decline in amounts of collected revenue and to provide sufficient funds for unanticipated projects or programs. Surpluses projected five years beyond the budget year may exceed the target or also be programmed toward additional eligible projects or programs that may be identified in the future.

Parking In-Lieu-Of Fund – Surpluses will be used to fund projects that add vehicle parking facilities or may be held in reserve for projects that may be identified in the future.

City of Sebastian, Florida

Financial Policies

Recreation Impact Fee Fund – Surpluses will be used toward additional projects to provide additions or improvements to Parks and Recreation facilities or may be held in reserve for projects that may be identified in the future. (Note that impact fee payments must be refunded if not appropriated within seven years).

Stormwater Utility Revenue Fund – A target reserve will be maintained in an amount of five percent (5%) of the annual budgeted Stormwater fee receipts for the purpose of alleviating the impact of an unanticipated decline in amounts of collected revenue and to provide sufficient funds for unanticipated capital improvements. Surpluses projected five years beyond the budget year may exceed the target or be programmed toward additional programs or be used for eligible capital projects.

X. Reporting and Analysis

To ensure compliance with the adopted financial policies, the Administrative Services Department shall prepare analyses in conjunction with the annual budget process to assist departments/divisions with budget projections. The analyses include the following:

- Five-Year Forecast of Revenues and Expenditures – Planning tool used by the Administrative Services Department to forecast and project various funds (General, Local Option Gas Tax, Discretionary Sales Tax, Recreation Impact Fees, Riverfront CRA, Stormwater Utility, Golf Course, Building, and Airport).
- Financial Trend Monitoring System – Set of financial trends and ratios used as leading indicators and as a measurement of relative performance.
- Revenue Manual – Guide to the major revenue sources that indicates the source, calculation, legal requirements, historical trends and accounting guidelines. Updated annually and included in the annual budget document.
- Fund Balance and Reserve Analysis – The City’s Administrative Services Director/CFO will review the fund balance and reserve levels and produce a report annually on reserve levels as compared to policy goals.

CITY OF SEBASTIAN, FLORIDA 2022/2023 ANNUAL BUDGET

FINANCIAL ACCOUNTING STRUCTURE

All operations of the City of Sebastian are accounted for by the use of fund accounting. This system ensures the accountability of the City to its citizens, other governments, and creditors. Various funds are established to track transactions for different types of resources. Each fund is a separate entity with its own resources, liabilities, and residual balance. Departments within the City formed to carry out a specific function are identified and accounted for within the system. Departmental functions may be funded from a number of established funds. Funds with similar objectives, activities, and legal restrictions are grouped together for reporting purposes.

Types of Funds

Governmental Funds: These funds account for general governmental activities, such as law enforcement, which are largely supported by taxes and fees. They are reported using the current financial resources measurement focus and the modified accrual basis of accounting. All of the governmental funds are budgeted funds, which include the following:

- ❑ The **General Fund** includes all sources of revenue the city receives that are not designated for a specific purpose. General Fund money may be allocated by the City Council for any legal public purposes.
- ❑ **Special Revenue Funds** account for resources received from special sources dedicated or restricted to specific uses (such as certain grants and assessments).
- ❑ **Debt Service Funds** are utilized for reporting the accumulation of resources for, and the payments of principal, interest, and other costs associated with long-term debt.
- ❑ **Capital Projects Funds** account for the accumulation and use of resources for the construction/acquisition of buildings, land, infrastructure, and other capital facilities.

Enterprise Funds: These funds account for those activities, which are provided by government on a basis consistent with private enterprise. Enterprise Funds are expected to be self-supporting through revenue generated from the services provided. They are reported using the economic resources measurement focus and the accrual basis of accounting. All of the enterprise funds are budgeted funds.

Permanent Funds: Permanent funds are used to report resources that are legally restricted to the extent that only earnings, not principal, may be used for purposes that support the reporting government's programs. All of the permanent funds are not budgeted funds.

Fiduciary Funds: The fiduciary funds are used to account for the collection and disbursement of monies by the city on behalf of other governments and individuals, such as pension, cash bonds and refundable cash deposits. All of the fiduciary funds are not budgeted funds.

CITY OF SEBASTIAN, FLORIDA 2022/2023 ANNUAL BUDGET

Description of All Funds

General Fund (001) - The General Fund is the general operating fund of the City. It is used to account for all financial resources, except those to be accounted for in another fund. The majority of funding is from ad valorem (property) taxes.

Special Revenue Funds -Special Revenue Funds are used to account for the specific revenues that are legally restricted to expenditures for specified purposes.

American Rescue Plan Fund (104) – This fund was established to account for the revenues received from the United States Department of the Treasury authorized by the American Rescue Plan Act of 2021.

Local Option Gas Tax Fund (120) – This fund is used to account for the government’s share of motor fuel tax revenues that are legally restricted to transportation related expenditures within the government’s boundaries.

Discretionary Sales Tax Fund (130) – This fund is used to account for revenues generated by the local option one-cent sales tax. Monies are used for infrastructure improvements and equipment purchases.

Community Redevelopment Agency (CRA) (140) - The CRA is a blended component unit of the City and is accounted for as a special revenue fund of the City. The Governing Board is the City Council. Management has included the CRA in the audited financial statements in accordance with Governmental Accounting Standards Board (GASB) Statement No. 14, “Defining the Financial Reporting Entity”. A separate budget adoption is required by the CRA Board; it is presented within this budget for adoption by the City Council.

Parking In-Lieu-Of Fund (150) – This fund is used to account for revenues generated by the parking in-lieu-of fee. Monies are to be used to expand public parking in the CRA area.

Recreation Impact Fee Fund (160) – This fund is used to account for recreation impact fees that are restricted for use in the expansion or construction of recreational facilities.

Stormwater Utility Fee Fund (163) – This fund is used to account for fees collected on a per unit basis that are restricted for the purposes of managing the City’s Stormwater system.

Law Enforcement Forfeiture Fund (190) – This fund is used to account for the receipt of forfeited cash and equipment associated with police activities and is restricted to police related equipment purchases and community education initiatives.

Debt Service Funds - Debt Service Funds are used to account for the accumulation of resources for, and the payment of, general long-term debt principal, interest, and related costs.

Stormwater Utility Revenue Bonds Debt Service Fund (263) - This fund was used to account for the accumulation of revenues pledged to pay the principal, interest, and fiscal charges on the Stormwater Utility Revenue Bonds, which were refunded by Bank Notes. The final payment was made in 2022.

CITY OF SEBASTIAN, FLORIDA 2022/2023 ANNUAL BUDGET

Capital Project Funds - These funds are used to account for financial resources designated for the acquisition or construction of major capital facilities, except those financed by enterprise funds.

General Capital Projects Fund (310) – This fund is used to account for major capital equipment purchases and general capital construction projects. Governmental resources or State and Federal grant revenues are used to finance the improvements in this fund.

Capital Improvements Fund (320) - This fund is used to account for the accumulated resources associated with infrastructure improvements, such as parks and recreational facilities.

Transportation Improvements Fund (330) – This fund is used to account for transportation related construction such as, roads, intersections, and sidewalks. These projects are normally funded with governmental resources or proceeds from State and Federal grants.

Stormwater Improvements Fund (363) – This fund is used to account for the construction of stormwater related improvements. Governmental resources and stormwater assessment fees are used to finance the improvements in this fund.

Enterprise Funds - Enterprise funds are used to account for operations (a) that are financed and operated in a manner similar to private business enterprises – where the intent of the governing body is that the costs (expenses, including depreciation) of providing goods or services to the general public on a continuing basis be financed or recovered primarily through user charges; or (b) where the governing body has decided that periodic determination of revenues earned, expenses incurred, and/or net income is appropriated for capital maintenance, public policy, management control, accountability or other purposes.

Golf Course Fund (410) – This fund is used to account for the activities of the municipal golf course.

Airport Fund (450 and 455) – These two funds are used to account for the activities of the municipality’s general aviation airport. Airport Operations are accounted for in Fund 450 and capital projects are accounted for in Fund 455. Capital projects are normally funded with revenues from the Discretionary Sales Tax or interfund advances, leveraged with proceeds from State and Federal grants.

Building Department Fund (480) – This fund is used to account for the activities of the city’s Building Department.

Permanent Fund

Cemetery Permanent Fund (601) – This fund is used to account for principal trust amounts received, sale of cemetery lots and related interest income. The principal and interest on the Permanent Endowment portion of the trust may not be spent but the interest on it can be used either to make capital improvements or maintain the community cemetery. The principal and interest on the Non-endowed funds portion may be used for capital incidental to providing additional interment sites for future sale.

Fiduciary Funds

Pension Trust Fund (620) – This fund accounts for the activities of the Police Officer’s Retirement System, which accumulates resources for pension benefit payments to qualified officers.

Agency Fund (680) – This fund accounts for deposits placed by bidders and developers to guarantee performance pursuant to bid or contract and for deposits for use of city owned buildings and parks to guarantee performance pursuant to contract.

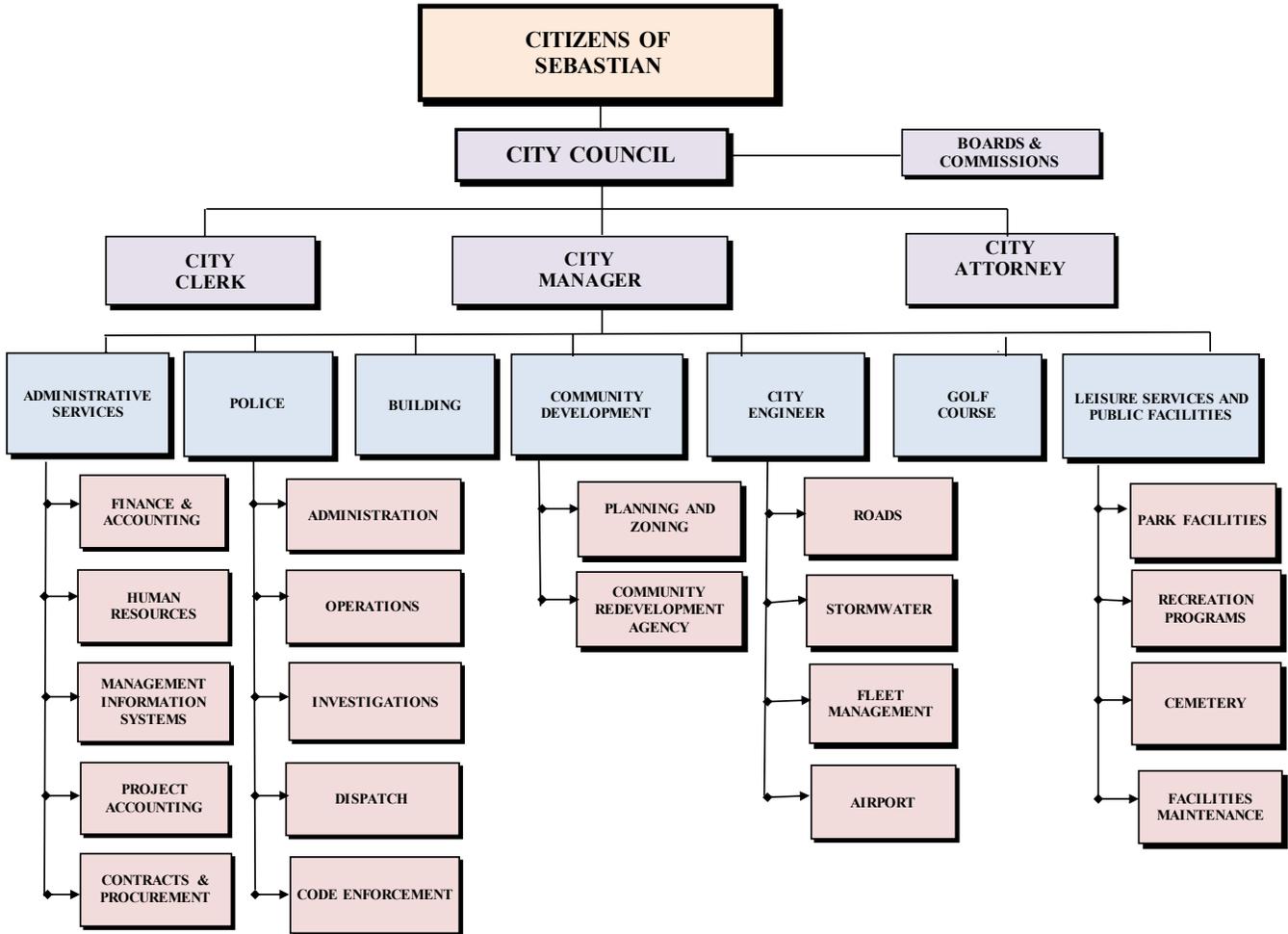
CITY OF SEBASTIAN, FLORIDA 2022/2023 ANNUAL BUDGET

DEPARTMENT/DIVISION AND FUNCTION RELATIONSHIP SUMMARY

This table summarizes the relationship between City departments/divisions and the funds in the accounting and budgetary groupings previously described. In addition, the accounting functions used to summarize the operating expenditures/expenses for each department/division are listed.

Department/Division	Function	General Fund	Stormwater Fund	Enterprise Fund
City Council	General Government	X		
City Manager	General Government	X		
City Clerk	General Government	X		
City Attorney	General Government	X		
Administrative Services	General Government	X		
Management Information Systems	General Government	X		
Community Development	General Government	X		
Police Administration	Public Safety	X		
Police Operations	Public Safety	X		
Police Detective	Public Safety	X		
Police Dispatch	Public Safety	X		
Police Code Enforcement	Public Safety	X		
Engineering	Transportation	X		
Road and Maintenance	Transportation	X		
Fleet Management	Transportation	X		
Cemetery	Physical Environment	X		
Facilities Maintenance	General Government	X		
Leisure Services	Cultural/Recreation	X		
Non-Departmental	General Government	X		
Stormwater Utility	Physical Environment		X	
Golf Course Administration	Cultural/Recreation			X
Golf Course Greens Division	Cultural/Recreation			X
Golf Course Cart Division	Cultural/Recreation			X
Airport Administration	Transportation			X
Building	Public Safety			X

**CITY OF SEBASTIAN, FLORIDA
ORGANIZATIONAL CHART
Fiscal Year 2022/2023**





**CITY OF SEBASTIAN
FISCAL YEAR 2022-2023 BUDGET CALENDAR (Revised September 2022)**

DATE	DAY	EVENT
02/09/22	Wednesday	Approve Budget Calendar and Budget Objectives
02/14/22	Monday	Budget Review Advisory Board @6:00pm – Introductory Meeting and Review 4 th Quarter FY2020 and 1 st Quarter FY2021 Budget Report
02/23/22	Wednesday	City Council @6:00pm – Approve 1 st Quarter FY2022 Budget Report
03/11/22	Friday	Departments Receive Forms and Instructions for Capital Improvement Program
04/08/22	Friday	Departments Submit Capital Improvement Program Request to Administrative Services
04/22/22	Friday	Departments Receive Forms and Instructions on Operating Budget Preparation
05/16/22	Monday	Budget Review Advisory Board @ 6:00pm – Review 2nd Quarter Budget Report
05/20/22	Friday	Departments Submit Operating Budget Request to Administrative Services
05/25/22	Wednesday	City Council @6:00pm – Approve 2 nd Quarter Budget Report
05/31/22	Tuesday	Estimate of Property Values Received from Property Appraiser
06/17/22	Friday	Complete Review of Department Request and Balancing of CIP and Draft Budgets
06/21/22	Wednesday	DR-420 Certified Property Values Received from Property Appraiser
06/24/22	Friday	City Council and Budget Review Advisory Board Provided Recommended CIP and Operating Budget documents
07/11/22	Monday	Budget Review Advisory Board @6:00pm – Presentation of Draft CIP and Operating Budget and Discussion on Proposed Millage to be Recommended to City Council
07/18/22	Monday	Budget Review Advisory Board @6:00pm – Review 3rd Quarter Budget Report and Vote on Recommendation to the City Council on the Proposed Millage.
07/25/22	Monday	Parks and Recreation Board @ 6:00pm – Review of Recreation Impact Fee Uses in CIP
07/27/22	Wednesday	City Council @6:00pm – Receive Budget Review Advisory Board Recommendation and Approve Proposed Millage – Approve 3 rd Quarter Budget Report
07/28/22	Thursday	Send DR-420 Proposed Millage Form to Property Appraiser
08/04/22	Friday	Planning and Zoning Board Provided the Draft CIP Summary
08/08/22	Monday	Budget Review Advisory Board @6:00pm – Update on Major Changes to the Capital Improvement Program and Operating Budget (if any)
08/11/22	Thursday	Planning and Zoning Board @6:00pm – Approval of Capital Improvement Program
08/24/22	Wednesday	City Council @6:00pm – Presentation on CIP and Budget Recommendations
09/12/22	Monday	Anticipated Final Adoption of School Board Budget
09/13/22	Tuesday	City Council @6:00pm – Special Meeting for First Public Hearing on the Millage and Budget - Approval of Capital Improvement Program – Approval of Financial Policies
09/14/22	Wednesday	Anticipated First Public Hearing on County Budget
09/21/22	Wednesday	Anticipated Final Public Hearing on County Budget
09/24/22	Saturday	Advertise the Tentative Millage and Proposed Budget Final Public Hearing
09/30/22	Friday	CRA/City Council Meeting @5:00pm – Special Meeting for Approval of Community Redevelopment Agency Budget - Public Hearing on Final Millage and Final Budget
09/30/22	Thursday	Send Resolution Adopting Final Millage to Property Appraiser

CITY OF SEBASTIAN, FLORIDA 2022/2023 ANNUAL BUDGET

BUDGET PROCESS

The Administrative Services Director coordinates the budget process. The formal budgeting process, which begins in March and ends in September provides the primary mechanism by which key decisions are made regarding the levels and types of services to be provided, given the anticipated level of available resources. Revenues and expenditures are projected on the basis of information provided by city departments, outside agencies, current rate structures, historical data and statistical trends.

Budget Planning Phase

The City maintains a Capital Improvement Program (CIP) as part of the Comprehensive Redevelopment Plan of the City of Sebastian in order to plan for the future needs of capital facilities and infrastructures (see Capital Improvement Program section). This plan covers a five-year period, and identifies major capital projects, as well as the means by which they will be financed. The City adopts the annual capital budget along with the operating budget. As part of the planning process, the operating impact of capital projects must be considered and incorporated into the operating budget. The planning phase for the operating budget begins with the preparation of the budget instructions, examples, and training materials.

Budget Preparation

The process of developing the operating budget begins officially in February of each year. The budget preparation process provides department directors an opportunity to examine their program(s) of operation, to propose changes in current services, to recommend revisions in organizations and methods, and to outline requirements for capital outlay items. The City Administrative Services Department works closely with department/divisions to formulate performance measures for the upcoming fiscal year and assist with proposed personnel changes.

In April each year, basic operating budget request forms, and data on prior year appropriations are distributed to the departments. Each department director must compile a budget request for the new fiscal year and enter the budget request and justification into the Microsoft Excel format forms.

Budget Review

During the budget review phase, the City Manager and City Administrative Services Department analyze proposed personnel changes, operating and capital budget requests; review service levels and compile revenue estimates. Budget recommendations regarding proposed personnel changes and capital request are based on: 1) program priorities as submitted by department directors; and 2) available funding after current services are budgeted (funding levels required to maintain the status quo). The City Manager's recommendations on operating and capital budgets and proposed personnel changes are reviewed with department directors.

In early June, a briefing on the general status and relevant issues regarding the current year's budget is provided to the Budget Advisory Committee. At the end of June, the City Manager's recommended budget is presented to Budget Advisory Committee members and additional meetings are scheduled as determined by the Budget Advisory Committee.

Budget Adoption

The formal adoption process begins with the City Manager's presentation and Budget Advisory Committee's comments and recommendations to the City Council in August at a special budget workshop. The workshop provides council members an opportunity to review the budget submission and capital improvement program to ensure that the requests meet the best interests of the City of Sebastian and its citizens.

CITY OF SEBASTIAN, FLORIDA 2022/2023 ANNUAL BUDGET

The final step before budget adoption is to hold two formal budget hearings to present the proposed millage rate and budget. This essential step provides a means for the citizens to comment directly to the Mayor and City Council regarding priorities. According to State regulations, the first public hearing must be held within 80 days of certification of property values but not earlier than 65 days after certification. At this hearing, the City discusses the proposed millage and tentative budget and announces the percent difference the proposed millage is from the rolled-back rate.

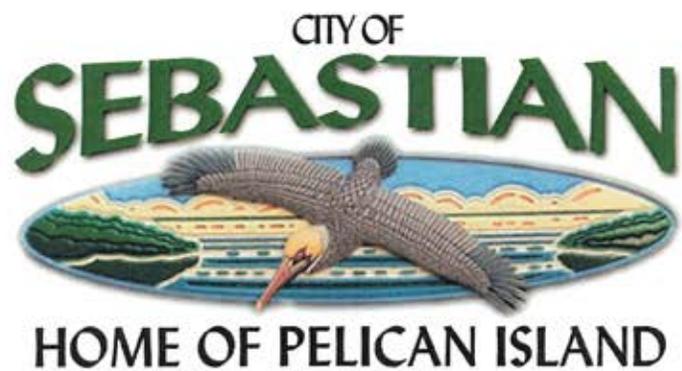
Within 15 days of the first hearing, the City must advertise its intent to adopt a final millage rate and budget. Finally, the millage rate and budget are adopted by separate resolutions of the City Council at the second hearing which must be held not less than two days or more than five days after the day that the advertisement is first published.

Budget Implementation

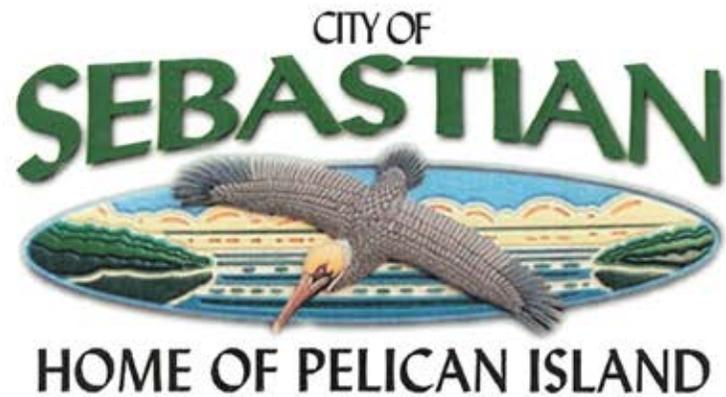
The budget process does not end with legal adoption of the budget. The Administrative Services Department staff along with City departments, monitor the budget throughout the fiscal year. An integrated financial software system provides budgetary control and various budgetary reports to aid in this process. Budget adjustments are allowed through budget line item transfers and budget amendments. The budget amendment criteria are listed below:

1. Total fund appropriations changes must be approved by the City Council.
2. Uses of contingency appropriations or reserves must be approved by the City Council.
3. Shifts in appropriations within fund totals may be done administratively on the authority of the City Manager. In most cases the City Manager will request City Council's approval since the item prompting the change will usually go to the City Council (e.g., award of contract, addition of staff, contract change order). Procedures for appropriation transfers and delegation of budget responsibility are established by the City Manager.
4. A Budgetary Control System is maintained to ensure compliance with the budget. Quarterly budget status reports are reviewed by the Budget Advisory Committee and then provided to the City Council comparing actual versus budgeted revenue and expense activity for all budgeted funds.

Any unexpended appropriations lapse at the close of the fiscal year.

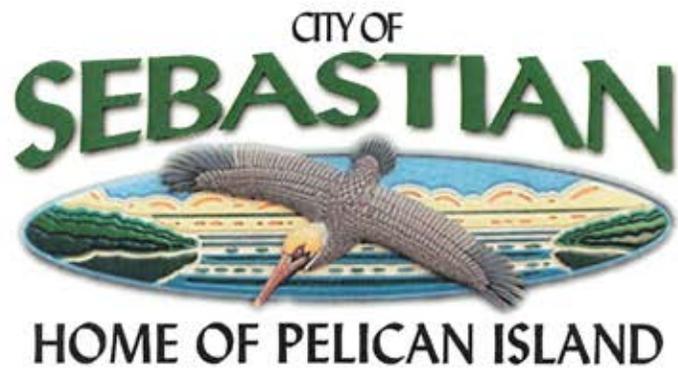


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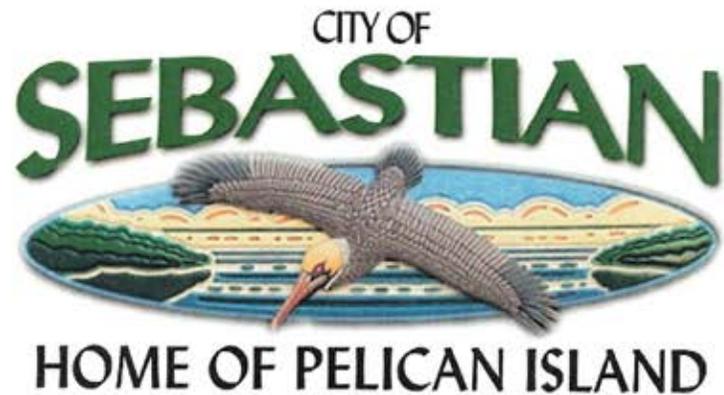


CITY OF SEBASTIAN FLORIDA
ANNUAL BUDGET
FISCAL YEAR 2022-2023

BUDGET DETAIL



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CITY OF SEBASTIAN, FLORIDA
ANNUAL BUDGET
FISCAL YEAR 2022-2023

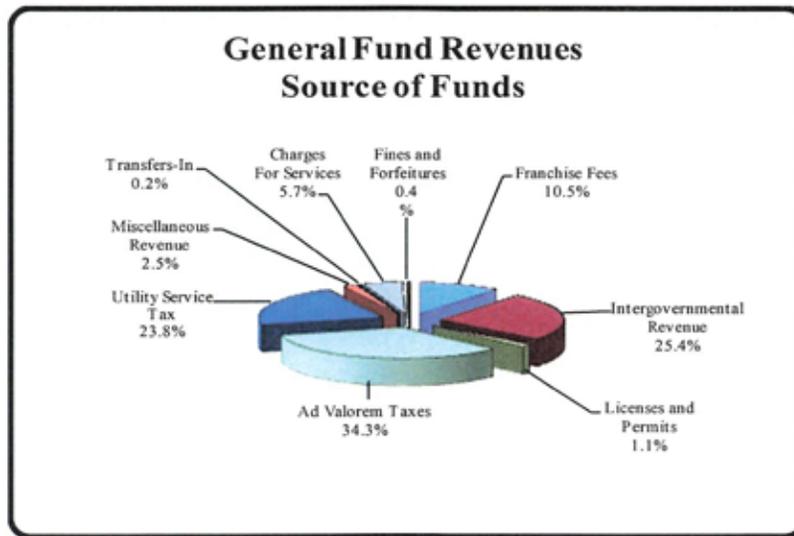
GENERAL FUND

CITY OF SEBASTIAN, FLORIDA 2022/2023 ANNUAL BUDGET

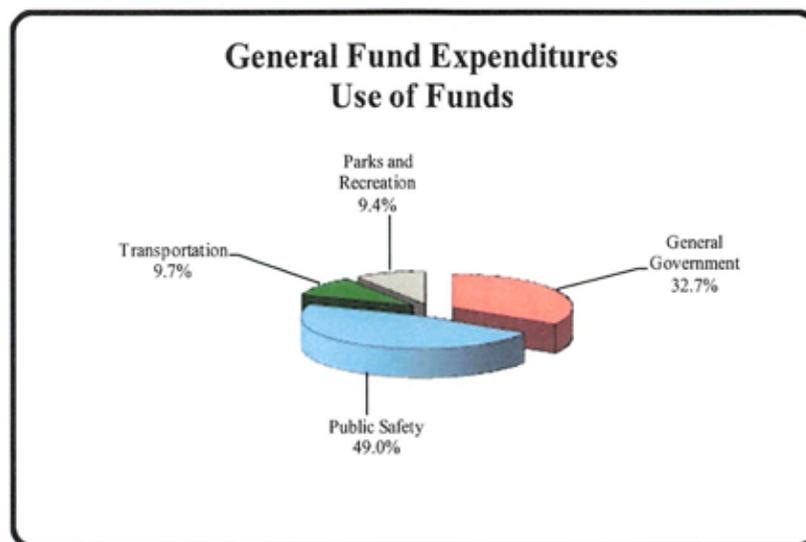
GENERAL FUND

The General Fund is the main operating fund for the City of Sebastian. The General Fund budget for Fiscal Year 2022-2023 is \$14,984,153. The General Fund is used to account for all financial resources, except those required to be accounted for in another fund.

As shown in the graph below, the largest source of revenue within the General Fund is Ad Valorem Taxes, Utility Services Taxes, Franchise Fees and Intergovernmental Revenues. The majority of the Intergovernmental Revenues comes from state shared revenues, such as the Local Half-Cent Sales Tax and Municipal Revenue Sharing.



City services are provided mainly through the General Fund revenues. The graph presented below shows that 49.0% of total General Fund expenditures are allocated to public safety related activities. Other city services are included in general government, transportation and parks and recreation.



CITY OF SEBASTIAN, FLORIDA 2022/2023 ANNUAL BUDGET

TABLE G-1

GENERAL FUND REVENUE

Code: 001501

The Fiscal Year 2022-2023 proposed budget for General Fund Revenue and Interfund Transfers is \$14,984,174. This is \$489,146 more than the projected actual General Fund Revenue and Other Sources for 2021-2022 of \$14,495,007.

<u>Description</u>			Amended				<u>Difference</u>
	<u>FY 18/19</u>	<u>FY 19/20</u>	<u>FY 20/21</u>	<u>FY 21/22</u>	<u>FY 21/22</u>	<u>FY 22/23</u>	
	<u>Actual</u>	<u>Actual</u>	<u>Actual</u>	<u>Budget</u>	<u>Projected</u>	<u>Budget</u>	
Taxes and franchise fees	\$ 8,167,747	\$ 8,124,514	\$ 8,948,425	\$ 9,382,099	\$ 9,333,325	\$ 9,924,615	\$ 591,290
Licenses and permits	146,812	150,240	195,919	170,350	176,545	163,700	(12,845)
Inter-governmental revenue	3,613,868	3,013,721	3,523,087	3,113,075	3,831,642	3,811,968	(19,674)
Charges for service	548,100	663,702	763,143	733,645	748,845	745,370	(3,475)
Fines and forfeits	50,997	53,164	38,277	50,900	76,500	50,500	(26,000)
Interest earnings	131,534	49,544	13,170	17,500	17,450	27,500	10,050
Rents and royalties	139,750	123,067	122,134	160,000	133,000	133,000	-
Sales of assets	29,805	32,343	56,672	34,000	92,500	40,000	(52,500)
Contributions/donations	28,996	14,129	4,800	9,628	9,700	10,500	800
Other miscellaneous revenues	91,583	166,977	44,394	43,100	40,500	42,000	1,500
Total revenues	\$ 12,949,191	\$ 12,391,402	\$ 13,710,021	\$ 13,714,297	\$ 14,460,007	\$ 14,949,153	\$ 489,146
Interfund transfers	23,928	-	-	35,000	35,000	35,000	-
Total revenues and interfund transfers	12,973,119	12,391,402	13,710,021	13,749,297	14,495,007	14,984,153	489,146
Appropriated from Fund Balance	(825,680)	-	-	557,083	-	-	-
Total revenues and other sources	\$ 12,147,439	\$ 12,391,402	\$ 13,710,021	\$ 14,306,380	\$ 14,495,007	\$ 14,984,153	\$ 489,146

Fiscal Year 2022-23 Proposed Budget Revenues -

Major Current Level Changes from FY 2021-22 Projected Revenues:

1. **Taxes and franchise fees** - This is due to increases in ad valorem taxable values and higher collections of electric utility service taxes.
2. **Licenses and permits** - Collections will depend on mostly on permitting activity.
3. **Intergovernmental** - FEMA and State hurricane reimbursements in 2022 offset increases from State Revenue Sharing and One Half Cent Sales Tax collections.
4. **Charges for service** - Charges made to other Funds for services provided by departments funded by General Fund were reduced.
5. **Fines and forfeits** - Receipts are expected to be at historical levels rather than amounts projected for 2022.
6. **Interest earnings** - Income is assumed to be higher as rates have increased.
7. **Rents and royalties** - No change in rental agreements are anticipated.
8. **Sales of assets** - These revenues are expected to be more at historic levels rather than amounts projected for 2022.
9. **Contributions/Donations** - Receipts are expected to be about the same.
10. **Other miscellaneous revenues** - Anticipating very little change.
11. **Interfund transfers** - This is the same as last year.

CITY OF SEBASTIAN, FLORIDA 2022/2023 ANNUAL BUDGET

GENERAL FUND REVENUE DETAIL

Code: 001501

Account		FY 18/19	FY 19/20	FY 20/21	Amended FY 21/22	FY 21/22	FY 22/23
<u>Number</u>	<u>Description</u>	<u>Actual</u>	<u>Actual</u>	<u>Actual</u>	<u>Budget</u>	<u>Projected</u>	<u>Budget</u>
TAXES							
311000	Current Ad Valorem Taxes	3,861,686	3,791,174	4,470,263	4,621,435	4,621,435	5,066,772
311001	Delinquent Ad Valorem Taxes	79,857	76,083	63,371	80,000	80,000	79,570
TOTAL AD VALOREM TAXES		3,941,543	3,867,257	4,533,635	4,701,435	4,701,435	5,146,342
FRANCHISE FEES							
313100	Electric Franchise Fees	1,226,220	1,197,996	1,265,127	1,293,334	1,400,000	1,441,986
313700	Solid Waste Franchise Fees	96,595	100,099	101,540	107,706	101,750	104,803
313900	Other Franchise Fees - CNG	20,929	18,754	17,862	17,541	19,900	20,497
TOTAL FRANCHISE FEES		1,343,744	1,316,850	1,384,529	1,418,581	1,521,650	1,567,286
UTILITY SERVICE TAXES							
314100	Electric Utility Service Tax	1,769,201	1,799,535	1,839,470	1,964,385	1,875,000	1,938,690
314300	Water Utility Service Tax	305,344	316,943	340,851	331,248	364,360	375,291
314400	Gas Utility Service Tax	13,898	12,953	12,386	12,616	11,680	12,030
314800	Propane Utility Service Tax	41,450	39,337	44,400	47,943	51,500	53,045
314950	CST Revenue Sharing	752,567	771,638	793,154	905,891	807,700	831,931
TOTAL UTILITY SERVICE TAXES		2,882,460	2,940,406	3,030,261	3,262,083	3,110,240	3,210,987
TOTAL TAXES & FRANCHISE FEES		8,167,747	8,124,514	8,948,425	9,382,099	9,333,325	9,924,615
LICENSES AND PERMITS							
321000	Business Taxes	87,023	78,129	76,351	80,000	78,000	78,000
321100	Business Tax - Penalties/Transfers	1,269	1,435	2,842	1,500	1,500	1,500
322060	Driveway Permit Fees	32,200	37,000	50,155	35,000	35,000	35,000
322075	Reinspection Fees	105	420	1,050	200	1,295	500
322080	Right-of-Way Permits	2,000	750	1,750	750	2,250	1,000
322100	Land Clearing Permits	0	13,225	19,400	10,000	15,000	15,000
322300	Fencing Permits	0	0	7,200	25,000	16,300	10,000
322700	Accessory Structure	300	200	200	200	300	200
322900	Other Permits & Fees	2,644	1,380	748	1,500	2,050	1,500
329100	Zoning Fees	12,176	7,981	19,841	6,000	11,900	10,000
329200	Site Plan Review Fees	4,500	4,600	9,373	6,000	6,000	6,000
329300	Plat Review Fees	1,500	1,000	2,900	1,500	3,450	1,500
329400	Plan Checking Fees	675	2,100	2,550	1,200	2,000	2,000
329500	Alarm Permits	2,420	2,020	1,560	1,500	1,500	1,500
TOTAL LICENSES AND PERMITS		146,812	150,240	195,919	170,350	176,545	163,700
INTERGOVERNMENTAL REVENUE:							
FEDERAL GRANTS							
331200	Fed Grant-Public Safety	5,388	2,944	4,391	0	6,734	5,000
331204	Fed - JAG Grant	3,442	15,284	11,458	0	0	0
334901	FEMA - Federal Reimb	494,833	43,937	0	0	128,898	0
334902	FEMA - State Reimb	37,787	4,872	0	0	17,780	0
TOTAL FEDERAL GRANTS		541,451	67,037	15,849	0	153,412	5,000

CITY OF SEBASTIAN, FLORIDA 2022/2023 ANNUAL BUDGET

GENERAL FUND REVENUE DETAIL - CONTINUED

Code: 001501

Account <u>Number</u>	<u>Description</u>	<u>FY 18/19</u> <u>Actual</u>	<u>FY 19/20</u> <u>Actual</u>	<u>FY 20/21</u> <u>Actual</u>	<u>Amended</u> <u>FY 21/22</u> <u>Budget</u>	<u>FY 21/22</u> <u>Projected</u>	<u>FY22/23</u> <u>Budget</u>
STATE SHARED REVENUES							
335120	Municipal Revenue Sharing	738,304	670,194	836,884	769,603	850,000	879,750
335122	8th Cent Motor Fuel Tax	219,918	196,566	234,732	225,359	238,000	246,330
335140	Mobile Home Licenses	14,670	14,935	16,597	15,000	16,230	16,798
335150	Alcohol Beverage Licenses	16,258	15,409	16,506	16,000	16,000	16,560
335180	Local Half-Cent Sales Tax	1,884,498	1,840,936	2,196,503	2,087,113	2,558,000	2,647,530
335200	Police Pension State Shared Revenue	198,770	208,645	206,017	0	0	0
TOTAL STATE SHARED REVENUES		3,072,418	2,946,685	3,507,239	3,113,075	3,678,230	3,806,968
TOTAL INTER-GOV'T REVENUE		3,613,868	3,013,721	3,523,087	3,113,075	3,831,642	3,811,968
CHARGES FOR SERVICES							
341920	Cert. Copying, Record Search	2,918	3,830	3,807	4,000	3,800	3,800
341930	Election Fees	366	879	366	400	400	400
342100	PD Special Services Fees	25,117	16,485	23,132	25,000	20,000	20,000
342102	School Resource Officers	70,858	60,720	81,166	64,400	80,000	80,000
343805	Cemetery Fees	11,446	10,483	14,158	12,000	14,000	14,000
347550	Skate Facility Fees	1,493	51	0	0	0	0
347551	Pickleball Lighting Fees	0	0	1,533	2,000	2,500	2,500
347555	Tennis Facility Fees	21,630	15,376	31,437	25,000	25,000	25,000
347556	County Impact Fees Admin. Fees	12,483	13,863	27,834	12,000	16,500	15,000
347557	Community Center Rec Revenues	19,163	12,026	9,819	15,000	10,000	10,000
347558	Senior Center Fees	0	0	0	0	3,500	7,500
349140	RRD-Management Fees	90,372	99,076	89,725	92,655	92,655	62,431
349163	Stormwater-Management Fees	0	80,555	89,345	90,989	90,989	100,088
349410	Golf Course-Management Fees	88,350	97,185	106,065	106,065	106,065	116,672
349450	Airport-Management Fees	72,425	93,485	116,866	104,041	104,041	98,374
349455	Maintenance Service Fees-AP	6,794	5,477	3,664	5,500	4,500	4,000
349480	Building Dept Management Fees	45,150	49,665	54,632	60,095	60,095	66,105
349485	Maintenance Services Fees-Bldg Dept.	534	546	596	500	800	500
349601	Cemetery-Management Fees	55,000	80,000	85,000	90,000	90,000	95,000
349620	Administrative Fees-Pension	24,000	24,000	24,000	24,000	24,000	24,000
TOTAL CHGS FOR SERVICE		548,100	663,702	763,143	733,645	748,845	745,370
FINES AND FORFEITS							
351100	Court Fines	14,793	16,569	13,343	14,000	13,500	13,500
351115	Police Education-\$2.00 Funds	1,558	1,700	1,582	1,200	1,600	1,600
351140	Parking Fines	470	645	255	500	300	300
354100	Code Enforcement Fines	34,135	34,141	22,987	35,000	61,000	35,000
359000	Other Fines/Forfeits	40	109	110	200	100	100
TOTAL FINES AND FORFEITS		50,997	53,164	38,277	50,900	76,500	50,500
MISCELLANEOUS REVENUE:							
INTEREST EARNINGS							
361100	Interest Income	96,267	35,102	11,775	15,000	16,500	25,000
361105	State Board Interest Earnings	33,665	13,070	1,196	2,000	750	2,000
361150	Other Interest	1,602	1,371	198	500	200	500
TOTAL INTEREST EARNINGS		131,534	49,544	13,170	17,500	17,450	27,500

CITY OF SEBASTIAN, FLORIDA 2022/2023 ANNUAL BUDGET

GENERAL FUND REVENUE DETAIL - CONTINUED

Code: 001501

Account		FY 18/19	FY 19/20	FY 20/21	Amended FY 21/22	FY 21/22	FY 22/23
Number	Description	Actual	Actual	Actual	Budget	Projected	Budget
RENT AND ROYALTIES							
362100	Rents and Royalties	22,043	17,199	17,393	25,000	28,000	28,000
362150	Nontaxable Rent	117,707	105,867	104,742	135,000	105,000	105,000
TOTAL RENT AND ROYALTIES		139,750	123,067	122,134	160,000	133,000	133,000
SALE OF FIXED ASSETS							
364100	Sale of Fixed Assets	23,672	31,014	50,571	30,000	90,000	35,000
365000	Sale of Surplus Material/Scrap	6,134	1,330	6,101	4,000	2,500	5,000
TOTAL SALES OF FIXED ASSETS		29,805	32,343	56,672	34,000	92,500	40,000
CONTRIBUTIONS/DONATIONS							
366000	Contributions & Donations	7,899	2,079	50	6,128	3,200	3,000
366150	Memorial Bricks	300	1,450	2,250	1,000	4,000	5,000
366155	100th Anniversary	0	0	0	0	0	0
366200	Contribution/Greer Trust	8,200	8,100	0	0	0	0
366602	Donations-PD Safety Classes	810	0	0	0	0	0
366603	Donations-COPE Unit	3,774	0	0	0	0	0
366604	Donations-Public Safety Employees	5,156	0	0	0	0	0
366605	Donations-General Empl Fund	357	0	0	0	0	0
366805	4th of July Donations	2,500	2,500	2,500	2,500	2,500	2,500
TOTAL CONTRIBUTIONS/DONATIONS		28,996	14,129	4,800	9,628	9,700	10,500
OTHER MISCELLANEOUS REVENUES							
367000	Gain/Loss on Investments	23,669	18,949	1,222	0	0	0
369100	Motor Fuel Tax Rebate	17,246	16,446	16,467	16,500	15,000	16,000
369200	Insurance Proceeds	33,463	118,824	14,607	10,000	16,000	15,000
369400	Reimbursements	15,744	11,363	11,480	15,000	7,500	10,000
369900	Other Miscellaneous Revenues	1,392	1,396	617	1,500	2,000	1,000
369955	Vend Mach Sales-Gen Empl Fund	69	0	0	100	0	0
TOTAL OTHER MISCELLANEOUS REV.		91,583	166,977	44,394	43,100	40,500	42,000
TOTAL MISCELLANEOUS REVENUE		421,667	386,061	241,170	264,228	293,150	253,000
TOTAL REVENUES		12,949,191	12,391,402	13,710,021	13,714,297	14,460,007	14,949,153
INTERFUND TRANSFERS							
381163	Transfer from 163 STORMWATER	0	0	0	0	0	0
381360	Transfer from 363 STORMWATER	23,928	0	0	0	0	0
381410	Transfer from 410 GOLF	0	0	0	35,000	35,000	35,000
381450	Transfer from 450 AIRPORT	0	0	0	0	0	0
381601	Transfer from 601 CEMETERY	0	0	0	0	0	0
TOTAL INTERFUND TRANSFERS		23,928	0	0	35,000	35,000	35,000
TOTAL REVENUES AND TRANSFERS		12,973,119	12,391,402	13,710,021	13,749,297	14,495,007	14,984,153
OTHER FINANCING SOURCES							
389991	Appropriated from Fund Balance	(825,680)	0	0	557,083	0	0
TOTAL OTHER SOURCES		(825,680)	0	0	557,083	0	0
TOTAL REV. AND OTHER SOURCES		12,147,439	12,391,402	13,710,021	14,306,380	14,495,007	14,984,153

CITY OF SEBASTIAN, FLORIDA 2022/2023 ANNUAL BUDGET

Table G-3 lists General Fund expenditures by department/division. Table G-4 lists individual department/division details broken down by salaries & benefits, operating expenses and capital outlay.

TABLE G-3
SUMMARY OF GENERAL FUND EXPENDITURES BY DEPARTMENT/DIVISION

Org Code	Description	FY 18/19 Actual	FY 19/20 Actual	FY 20/21 Actual	Amended FY 21/22 Budget	FY 21/22 Projected	FY 22/23 Budget	Change From FY 21/22 Budget	% Increase (Decrease)
010001	City Council	\$ 52,259	\$ 46,702	\$ 55,883	\$ 60,500	\$ 58,593	\$ 62,725	\$ 2,225	3.7%
010005	City Manager	336,677	269,335	285,943	333,616	338,810	306,745	(26,871)	-8.1%
010009	City Clerk	205,292	264,887	205,204	282,724	259,208	222,575	(60,149)	-21.3%
010010	City Attorney	105,409	167,044	195,696	211,922	213,217	236,730	24,808	11.7%
010020	Administrative Services	672,001	674,673	656,306	772,626	741,900	823,320	50,694	6.6%
010021	Management Information Services	464,729	511,750	513,329	597,680	563,370	717,540	119,860	20.1%
010041	Police Administration	1,052,404	1,263,875	1,020,630	964,718	905,900	858,600	(106,118)	-11.0%
010043	Police Operations	3,412,730	3,308,391	3,461,189	3,784,594	3,682,153	3,992,550	207,956	5.5%
010047	Police Investigations	818,247	1,076,622	1,107,742	1,189,905	1,191,212	1,300,205	110,300	9.3%
010049	Police Dispatch	622,038	582,845	577,505	676,053	601,430	748,330	72,277	10.7%
010045	Code Enforcement Division	184,410	184,219	187,626	201,223	183,774	202,100	877	0.4%
010052	Roads and Maintenance	887,151	963,173	927,720	1,104,726	987,361	1,149,134	44,408	4.0%
010054	Fleet Management	232,278	202,251	211,926	231,094	219,629	279,680	48,586	21.0%
010056	Facilities Maintenance	398,280	568,181	598,970	574,834	593,208	771,545	196,711	34.2%
010059	Cemetery	178,033	177,736	179,000	134,311	142,595	163,740	29,429	21.9%
010057	Leisure Services	1,145,017	1,110,021	1,035,794	1,280,274	1,180,120	1,408,615	128,341	10.0%
010080	Community Development	366,205	539,290	477,728	573,916	563,963	675,690	101,774	17.7%
010099	Non-Departmental	1,014,277	976,464	1,025,035	1,421,636	1,329,441	1,064,329	(357,307)	-25.1%
Total General Fund Expenditures		\$ 12,147,439	\$ 12,887,460	\$ 12,723,227	\$ 14,396,352	\$ 13,755,884	\$ 14,984,153	587,801	4.1%
Total Revenues and Transfers		12,973,119	12,391,402	13,710,021	13,749,297	14,495,007	14,984,153	1,234,856	9.0%
Change in Fund Balance		\$ 825,680	\$ (496,058)	\$ 986,794	\$ (647,055)	\$ 739,123	0	\$ 647,055	

CITY OF SEBASTIAN, FLORIDA 2022/2023 ANNUAL BUDGET

**TABLE G-4
GENERAL FUND OPERATING SUMMARY
EXPENDITURE BY DEPARTMENT/DIVISION**

Department	FY 18/19 Actual	FY 19/20 Actual	FY 20/21 Actual	FY 21/22 Budget	FY 21/22 Projected	FY 22/23 Budget
CITY COUNCIL						
PERSONAL SERVICES	\$ 22,736	\$ 22,728	\$ 22,732	\$ 22,730	\$ 22,727	\$ 22,725
OPERATING EXPENDITURES	29,523	23,973	33,151	37,770	35,866	40,000
CAPITAL OUTLAY	-	-	-	-	-	-
TOTAL	\$ 52,259	\$ 46,702	\$ 55,883	\$ 60,500	\$ 58,593	\$ 62,725
CITY MANAGER						
PERSONAL SERVICES	\$ 325,131	\$ 258,605	\$ 273,298	\$ 286,400	\$ 286,140	\$ 286,950
OPERATING EXPENDITURES	11,546	10,730	12,645	15,216	17,530	19,795
CAPITAL OUTLAY	-	-	-	32,000	35,140	-
TOTAL	\$ 336,677	\$ 269,335	\$ 285,943	\$ 333,616	\$ 338,810	\$ 306,745
CITY CLERK						
PERSONAL SERVICES	\$ 170,673	\$ 171,932	\$ 180,890	\$ 192,485	\$ 184,095	\$ 181,680
OPERATING EXPENDITURES	20,636	92,955	24,314	90,239	75,113	40,895
CAPITAL OUTLAY	13,983	-	-	-	-	-
TOTAL	\$ 205,292	\$ 264,887	\$ 205,204	\$ 282,724	\$ 259,208	\$ 222,575
CITY ATTORNEY						
PERSONAL SERVICES	\$ -	\$ 92,686	\$ 162,196	\$ 171,218	\$ 175,244	\$ 188,340
OPERATING EXPENDITURES	105,409	74,359	33,499	40,704	37,973	48,390
CAPITAL OUTLAY	-	-	-	-	-	-
TOTAL	\$ 105,409	\$ 167,044	\$ 195,696	\$ 211,922	\$ 213,217	\$ 236,730
ADMINISTRATIVE SERVICES						
PERSONAL SERVICES	\$ 540,448	\$ 539,816	\$ 514,984	\$ 593,704	\$ 580,935	\$ 661,165
OPERATING EXPENDITURES	131,553	134,857	141,322	178,922	160,965	162,155
CAPITAL OUTLAY	-	-	-	-	-	-
TOTAL	\$ 672,001	\$ 674,673	\$ 656,306	\$ 772,626	\$ 741,900	\$ 823,320
MANAGEMENT INFORMATION SERVICES						
PERSONAL SERVICES	\$ 314,098	\$ 345,874	\$ 347,018	\$ 424,662	\$ 390,250	\$ 437,250
OPERATING EXPENDITURES	126,311	163,865	166,312	173,018	173,120	280,290
CAPITAL OUTLAY	24,320	2,011	-	-	-	-
TOTAL	\$ 464,729	\$ 511,750	\$ 513,329	\$ 597,680	\$ 563,370	\$ 717,540
COMMUNITY DEVELOPMENT						
PERSONAL SERVICES	\$ 318,631	\$ 392,517	\$ 416,308	\$ 427,690	\$ 418,250	\$ 572,195
OPERATING EXPENDITURES	47,574	132,124	61,420	113,226	117,713	88,495
CAPITAL OUTLAY	-	14,650	-	33,000	28,000	15,000
TOTAL	\$ 366,205	\$ 539,290	\$ 477,728	\$ 573,916	\$ 563,963	\$ 675,690

CITY OF SEBASTIAN, FLORIDA 2022/2023 ANNUAL BUDGET

**TABLE G-4
General Fund Expenditure by Department/Division – Continued**

Department	FY 18/19 Actual	FY 19/20 Actual	FY 20/21 Actual	FY 21/22 Budget	FY 21/22 Projected	FY 22/23 Budget
POLICE DEPARTMENT - ADMINISTRATION						
PERSONAL SERVICES	\$ 919,091	\$ 1,064,435	\$ 895,521	\$ 809,340	\$ 751,220	\$ 744,830
OPERATING EXPENDITURES	133,314	160,747	125,109	147,878	147,180	113,770
CAPITAL OUTLAY	-	38,694	-	7,500	7,500	-
TOTAL	\$ 1,052,404	\$ 1,263,875	\$ 1,020,630	\$ 964,718	\$ 905,900	\$ 858,600
POLICE DEPARTMENT - OPERATIONS						
PERSONAL SERVICES	\$ 3,100,165	\$ 3,029,232	\$ 3,153,248	\$ 3,363,746	\$ 3,260,955	\$ 3,560,240
OPERATING EXPENDITURES	290,787	245,672	275,264	328,870	329,220	354,760
CAPITAL OUTLAY	21,778	33,487	32,677	91,978	91,978	77,550
TOTAL	\$ 3,412,730	\$ 3,308,391	\$ 3,461,189	\$ 3,784,594	\$ 3,682,153	\$ 3,992,550
POLICE DEPARTMENT - INVESTIGATIONS						
PERSONAL SERVICES	\$ 664,952	\$ 878,785	\$ 954,685	\$ 1,027,745	\$ 1,028,155	\$ 1,128,765
OPERATING EXPENDITURES	115,848	123,458	143,558	153,023	153,920	158,440
CAPITAL OUTLAY	37,446	74,379	9,500	9,137	9,137	13,000
TOTAL	\$ 818,247	\$ 1,076,622	\$ 1,107,742	\$ 1,189,905	\$ 1,191,212	\$ 1,300,205
POLICE DEPARTMENT - DISPATCH						
PERSONAL SERVICES	\$ 611,731	\$ 573,959	\$ 566,550	\$ 659,748	\$ 586,735	\$ 731,335
OPERATING EXPENDITURES	10,307	8,886	10,955	16,305	14,695	16,995
CAPITAL OUTLAY	-	-	-	-	-	-
TOTAL	\$ 622,038	\$ 582,845	\$ 577,505	\$ 676,053	\$ 601,430	\$ 748,330
POLICE DEPARTMENT - CODE ENFORCEMENT						
PERSONAL SERVICES	\$ 165,801	\$ 169,750	\$ 170,981	\$ 179,616	\$ 167,780	\$ 181,310
OPERATING EXPENDITURES	18,610	14,469	16,645	21,607	15,994	20,790
CAPITAL OUTLAY	-	-	-	-	-	-
TOTAL	\$ 184,410	\$ 184,219	\$ 187,626	\$ 201,223	\$ 183,774	\$ 202,100

CITY OF SEBASTIAN, FLORIDA 2022/2023 ANNUAL BUDGET

TABLE G-4
General Fund Expenditure by Department/Division – Continued

Department	FY 18/19 Actual	FY 19/20 Actual	FY 20/21 Actual	FY 21/22 Budget	FY 21/22 Projected	FY 22/23 Budget
PUBLIC WORKS - ROADS AND MAINTENANCE						
PERSONAL SERVICES	\$ 505,970	\$ 588,186	\$ 555,076	\$ 660,550	\$ 560,030	\$ 681,255
OPERATING EXPENDITURES	325,439	335,797	328,867	381,727	364,881	448,955
CAPITAL OUTLAY	55,743	39,190	43,777	62,449	62,450	18,924
TOTAL	\$ 887,151	\$ 963,173	\$ 927,720	\$ 1,104,726	\$ 987,361	\$ 1,149,134
FLEET MANAGEMENT						
PERSONAL SERVICES	\$ 194,159	\$ 180,924	\$ 189,783	\$ 201,661	\$ 201,035	\$ 229,645
OPERATING EXPENDITURES	28,524	18,950	22,143	21,933	18,594	30,035
CAPITAL OUTLAY	9,595	2,376	-	7,500	-	20,000
TOTAL	\$ 232,278	\$ 202,251	\$ 211,926	\$ 231,094	\$ 219,629	\$ 279,680
FACILITIES MAINTENANCE						
PERSONAL SERVICES	\$ 160,659	\$ 279,726	\$ 290,017	\$ 264,513	\$ 268,350	\$ 259,495
OPERATING EXPENDITURES	219,247	234,361	234,368	301,887	316,519	433,050
CAPITAL OUTLAY	18,374	54,094	74,585	8,434	8,338	79,000
TOTAL	\$ 398,280	\$ 568,181	\$ 598,970	\$ 574,834	\$ 593,208	\$ 771,545
LEISURE SERVICES						
PERSONAL SERVICES	\$ 759,730	\$ 736,297	\$ 732,945	\$ 917,396	\$ 799,740	\$ 951,555
OPERATING EXPENDITURES	244,648	218,871	253,790	281,689	299,191	300,660
CAPITAL OUTLAY	140,640	154,854	49,059	81,189	81,189	156,400
TOTAL	\$ 1,145,017	\$ 1,110,021	\$ 1,035,794	\$ 1,280,274	\$ 1,180,120	\$ 1,408,615
CEMETERY						
PERSONAL SERVICES	\$ 145,725	\$ 151,633	\$ 149,171	\$ 104,646	\$ 111,095	\$ 124,120
OPERATING EXPENDITURES	32,308	26,103	29,829	28,839	31,500	39,620
CAPITAL OUTLAY	-	-	-	826	-	-
TOTAL	\$ 178,033	\$ 177,736	\$ 179,000	\$ 134,311	\$ 142,595	\$ 163,740
NON-DEPARTMENTAL						
PERSONAL SERVICES	\$ 278,439	\$ 264,098	\$ 275,349	\$ 260,030	\$ 296,475	\$ 333,100
OPERATING EXPENDITURES	712,594	707,675	703,732	768,898	690,258	731,229
CAPITAL OUTLAY	-	-	-	-	-	-
GRANTS AND AIDS	-	-	-	-	-	-
INTERFUND TRANSFERS OUT	23,244	4,691	45,954	392,708	342,708	-
TOTAL	\$ 1,014,277	\$ 976,464	\$ 1,025,035	\$ 1,421,636	\$ 1,329,441	\$ 1,064,329
TOTALS						
PERSONAL SERVICES	\$ 9,198,140	\$ 9,741,182	\$ 9,850,753	\$ 10,567,880	\$ 10,089,211	\$ 11,275,955
OPERATING EXPENDITURES	2,604,177	2,727,851	2,616,922	3,101,751	3,000,232	3,328,324
CAPITAL OUTLAY	321,878	413,736	209,599	334,013	323,732	379,874
GRANTS AND AIDS	-	-	-	-	-	-
INTERFUND TRANSFERS OUT	23,244	4,691	45,954	392,708	342,708	-
TOTAL GENERAL FUND	\$ 12,147,439	\$ 12,887,460	\$ 12,723,227	\$ 14,396,352	\$ 13,755,884	\$ 14,984,153

CITY OF SEBASTIAN, FLORIDA 2022/2023 ANNUAL BUDGET

CITY COUNCIL

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

FISCAL YEAR 2022 ACCOMPLISHMENTS

- ✓ Constructed a new Public Works Facility at the Airport.
- ✓ Worked with County to provide additional sewer services at the Airport.
- ✓ Continued to be awarded grant funding for Airport improvements.
- ✓ Made final payment on the bank note that refinanced the 2003 Stormwater Bonds.
- ✓ Initiated the annexation process for the Graves Brothers property.
- ✓ Maintained a respectable and honorable environment at City Council meetings.
- ✓ Conducted a public opinion survey of things most important to residents.

FISCAL YEAR 2023 GOALS AND OBJECTIVES

- Finalize the annexation of the Graves Brothers property.
- Initiate roadway improvements in accordance with the paving study.
- Make last payment on bank note that refinanced street paving bonds originally issued in 1998.
- Act on recommendations of the wage and benefit compensation study.
- Address improvements identified in the Stormwater Master Plan.
- Continue efforts to protect the Indian River Lagoon.
- Maintain a quality and responsive level of municipal services.
- Support activity at the Airport that enhances City-wide economic growth.
- Plan for the future.

PERFORMANCE MEASURES

Performance Indicators	Actual 2018/2019	Actual 2019/2020	Actual 2020/2021	Projected 2021/2022	Projected 2022/2023
Number of Council Meetings Conducted	22	21	23	24	24
Number of CRA Meetings Conducted	4	10	5	10	4
Number of Board of Adjustment Meetings Conducted	2	3	3	3	4
Number of Ordinances Adopted	8	6	13	6	10
Number of Resolutions Adopted	31	30	32	30	31
Number of Board Appointments	15	37	23	20	10

CITY OF SEBASTIAN, FLORIDA 2022/2023 ANNUAL BUDGET

CITY COUNCIL PROGRAM BUDGET DESCRIPTION

<i>STAFFING</i>		<i>NATURE OF ACTIVITY</i>
<i>21/22</i>	<i>22/23</i>	
40.00%	40.00%	Regular and Special Meetings - Preparation and attendance at meetings (24 regular City Council and other CRA, Board of Adjustment and Council workshops/special meetings). Responsible for all legislative functions of City Government, including the establishment of laws and policies, and appointing qualified citizens to boards and committees.
10.00%	10.00%	City Functions and Events - Attendance at functions. Public relations.
25.00%	25.00%	Conference, Legislative, County, State, and Local Meetings - Attendance at assigned County and regional meetings. City representation at all levels of government and intra-governmental affairs.
25.00%	25.00%	Citizens' Problems and Complaints - Assisting Citizens in referring complaints and problems to the City Manager for follow-up.
100.00%	100.00%	

CITY COUNCIL BUDGET SUMMARY

The Fiscal Year 2022-2023 adopted budget for City Council is \$ 62,725. This compares to the 2021-2022 projected expenditures of \$ 58,593, an increase of \$ 4,132, or 7.05%.

	FY 18/19	FY 19/20	FY 20/21	Amended FY 21/22	Projected FY 21/22	FY 22/23	Difference
	Actual	Actual	Actual	Budget	Expenditures	Budget	
Personal Services	\$ 22,736	\$ 22,728	\$ 22,732	\$ 22,730	\$ 22,727	\$ 22,725	\$ (2)
Operating Expenditures	29,523	23,973	33,151	37,770	35,866	40,000	4,134
Capital Outlay	-	-	-	-	-	-	-
Total	\$ 52,259	\$ 46,702	\$ 55,883	\$ 60,500	\$ 58,593	\$ 62,725	\$ 4,132

Fiscal Year 2022-2023 Adopted Budget -

Major Current Level Changes from Fiscal Year 2021-2022 Projected Expenditures:

	<u>Difference</u>
1. Personal Services - Slight change due to worker's compensation rate decrease.	\$ (2)
2. Operating Expenditures - Increase due to additional training and travel expected.	\$ 4,134
3. Capital Outlay - No change.	\$ -

CITY OF SEBASTIAN, FLORIDA 2022/2023 ANNUAL BUDGET

PERSONAL SERVICES SCHEDULE

CITY COUNCIL		FULL TIME EQUIVALENTS				Projected	
<u>POSITION</u>	<u>PAY RANGE</u>	<u>Amended</u>				<u>Expenditures</u>	<u>Budget</u>
		<u>20/21</u>	<u>21/22</u>	<u>21/22</u>	<u>22/23</u>	<u>21/22</u>	<u>22/23</u>
Mayor	5,400	1.00	1.00	1.00	1.00	\$ 5,400	\$ 5,400
Vice-Mayor	3,600	1.00	1.00	1.00	1.00	3,600	3,600
Council Member	3,600	3.00	3.00	3.00	3.00	10,800	10,800
		5.00	5.00	5.00	5.00		
TOTAL SALARIES						\$ 19,800	\$ 19,800
FICA Taxes						2,892	2,892
Worker's Compensation Insurance						35	33
Total Personal Services						\$ 22,727	\$ 22,725

CITY COUNCIL

Code: 010001

<u>Account Number</u>	<u>Description</u>	<u>FY 18/19</u>	<u>FY 19/20</u>	<u>FY 20/21</u>	<u>Amended</u> <u>FY 21/22</u>	<u>FY 21/22</u>	<u>FY 22/23</u>
		<u>Actual</u>	<u>Actual</u>	<u>Actual</u>	<u>Budget</u>	<u>Projected</u>	<u>Budget</u>
PERSONAL SERVICES							
511200	Legislative Salaries	19,800	19,800	19,800	19,800	19,800	19,800
512100	FICA Taxes	2,892	2,892	2,892	2,892	2,892	2,892
512400	Worker's Comp Insurance	44	37	41	38	35	33
TOTAL PERSONAL SERVICES		22,736	22,728	22,732	22,730	22,727	22,725
OPERATING EXPENDITURES							
534000	Travel & Per Diem	23,347	18,573	24,841	27,654	27,633	31,150
534105	Cellular Telephone	1,873	1,158	1,526	1,620	1,602	1,610
534110	Internet Access	433	1,169	1,414	1,200	1,180	1,200
534800	Promotional Activities	572	554	460	860	860	500
535200	Departmental Supplies	326	1,214	622	736	736	500
535210	Computer Supplies	22	620	1,039	1,200	0	765
535410	Dues and Memberships	200	200	0	200	200	200
535420	Books and Publications	0	160	0	50	25	25
535450	Training and Education	2,750	324	3,248	4,250	3,630	4,050
TOTAL OPERATING EXPENDITURES		29,523	23,973	33,151	37,770	35,866	40,000
CAPITAL OUTLAY							
606400	Vehicles and Equipment	0	0	0	0	0	0
TOTAL CAPITAL OUTLAY		0	0	0	0	0	0
TOTAL CITY COUNCIL		52,259	46,702	55,883	60,500	58,593	62,725

CITY OF SEBASTIAN, FLORIDA 2022/2023 ANNUAL BUDGET

CITY MANAGER

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

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

FISCAL YEAR 2022 ACCOMPLISHMENTS

- ✓ Completed construction of Public Works Compound
- ✓ Completed Public Engagement Survey
- ✓ Upgraded Verizon Tower Lease
- ✓ Completed Hangar D
- ✓ Completed the City's overall Strategic Plan
- ✓ Updated Roadway Infrastructure Analysis
- ✓ Completed Salary and Compensation Study

FISCAL YEAR 2023 GOALS AND OBJECTIVES

City Goal: Governmental Efficiency

City Operations

- Complete comprehensive Stormwater Master Plan
- Complete Septic to Sewer in CRA
- Complete design of Square Hangars at Airport

Quality Service to Citizens

- Provide a prompt response to citizen complaints and/or requests and provide help where appropriate.
- Continue to be transparent and maintain residents informed about City services, projects and the community overall.

Provide Effective Support to City Council

- Continue to keep City Council informed in a proactive manner.
- Follow legislation that may affect the City.

Maintain Positive Intergovernmental Relations

- Maintain open lines of communication with other governmental entities.
- Continue to work with legislative delegation in Tallahassee, in support of the City's projects, goals and objectives.

CITY OF SEBASTIAN, FLORIDA 2022/2023 ANNUAL BUDGET

PERFORMANCE MEASURES

Performance Indicators	Actual 2018/2019	Actual 2019/2020	Actual 2020/2021	Projected 2021/2022	Projected 2022/2023
Per Capita Level of Service Cost	\$493	\$512	\$496	\$540	\$578
Per Capita Number of Full-time Employees	5.44	5.40	5.30	5.58	5.75
General Fund Unrestricted Funds vs. Expenditures	51.03%	44.25%	52.58%	54.61%	50.14%

CITY MANAGER PROGRAM BUDGET DESCRIPTION

STAFFING		NATURE OF ACTIVITY
21/22	22/23	
40.00%	40.00%	Management and Supervision of City Programs and Projects - Plan, organize, direct, coordinate, and report on City Projects. Improve and expand efforts for quality public services.
20.00%	20.00%	Preparation of City Council Agenda - Provide City Council members with recommendations on issues requiring legislative actions and implementation of their decisions. Initiate and review all matters requiring City Council actions.
20.00%	20.00%	Intergovernmental Affairs - Represent City in intergovernmental matters. Serve as City representative on task forces, committees and planning groups. Administer inter-local agreements. Monitor and report State and Federal legislation affecting the City.
20.00%	20.00%	Purchasing and Contract Administration - Provide City Departments/Divisions assistance in purchasing policy compliance. Assist with solicitations for professional services in accordance with applicable policies and legal restrictions.
100.00%	100.00%	

CITY MANAGER BUDGET SUMMARY

The Fiscal Year 2022-2023 adopted budget for City Manager is \$ 306,745. This compares to the 2021-2022 projected expenditures of \$ 338,810, a decrease of \$ 32,065 or -9.46%.

	FY 18/19	FY 19/20	FY 20/21	Amended FY 21/22	Projected FY 21/22	FY 22/23	Difference
	Actual	Actual	Actual	Budget	Expenditures	Budget	
Personal Services	\$ 325,131	\$ 258,605	\$ 273,298	\$ 286,400	\$ 286,140	\$ 286,950	\$ 810
Operating Expenditures	11,546	10,730	12,645	15,216	17,530	19,795	2,265
Capital Outlay	-	-	-	32,000	35,140	-	(35,140)
Total	\$ 336,677	\$ 269,335	\$ 285,943	\$ 333,616	\$ 338,810	\$ 306,745	\$ (32,065)

Fiscal Year 2022-23 Adopted Budget:

Major Current Level Changes from Fiscal Year 2021-22 Projected Expenditures:

	Difference
1. Personal Services - Increase due to negotiated insurance increases.	\$ 810
2. Operating Expenses - Increase due to increased cost of copier and higher memberships & dues fees.	\$ 2,265
3. Capital Outlay - Decrease due to no capital requested this year.	\$ (35,140)

CITY OF SEBASTIAN, FLORIDA 2022/2023 ANNUAL BUDGET

PERSONAL SERVICES SCHEDULE

CITY MANAGER		FULL TIME EQUIVALENTS				Projected	Budget
<u>POSITION</u>	<u>PAY RANGE</u>	<u>20/21</u>	<u>21/22</u>	<u>21/22</u>	<u>22/23</u>	<u>Expenditures</u>	<u>Budget</u>
				Amended		<u>21/22</u>	<u>22/23</u>
City Manager		1.00	1.00	1.00	1.00	\$ 155,000	\$ 155,000
City Office Manager/Public Info Officer	47,066 / 86,401	1.00	1.00	1.00	1.00	63,200	63,000
		2.00	2.00	2.00	2.00		
TOTAL SALARIES						\$ 218,200	\$ 218,000
						FICA Taxes	16,676
						Deferred Compensation	19,620
						Group Health Insurance Premium	32,256
						Employee Assistance Program	32
						Worker's Comp Insurance	305
Total Personal Services						\$ 286,140	\$ 286,950

CITY OF SEBASTIAN, FLORIDA 2022/2023 ANNUAL BUDGET

CITY MANAGER

Code: 010005

<u>Account Number</u>	<u>Description</u>	<u>FY 18/19 Actual</u>	<u>FY 19/20 Actual</u>	<u>FY 20/21 Actual</u>	<u>Amended FY 21/22 Budget</u>	<u>FY 21/22 Projected</u>	<u>FY 22/23 Budget</u>
PERSONAL SERVICES							
511200	Regular Salaries	255,626	196,315	209,041	218,296	218,200	218,000
512100	FICA Taxes	19,393	14,266	15,301	16,684	16,683	16,676
512225	Deferred Compensation	22,957	17,650	18,805	19,629	19,620	19,620
512301	Group Health Insurance Premium	26,635	29,982	29,745	31,392	31,300	32,256
512309	Employee Assistance Program	33	32	32	32	32	32
512400	Worker's Comp Insurance	488	359	375	367	305	366
TOTAL PERSONAL SERVICES		325,131	258,605	273,298	286,400	286,140	286,950
OPERATING EXPENDITURES							
534000	Travel and Per Diem	1,705	1,714	804	3,250	2,000	3,450
534105	Cellular Phone	635	554	890	900	775	555
534120	Postage	5	9	12	50	50	50
534420	Equipment Leases	1,521	1,059	797	802	810	1,735
534620	R & M - Vehicles	268	255	1,537	500	2,000	500
534630	R & M - Office Equipment	652	433	230	264	395	780
534800	Promotional Activities	1,216	1,587	2,274	3,000	3,000	3,000
535200	Departmental Supplies	871	499	653	550	3,000	3,450
535210	Computer Supplies	0	30	270	400	400	400
535260	Gas and Oil	2,171	2,288	2,778	2,100	2,300	2,300
535410	Dues and Memberships	1,654	1,584	1,850	1,800	1,800	1,950
535450	Training and Education	849	720	550	1,600	1,000	1,625
TOTAL OPERATING EXPENDITURES		11,546	10,730	12,645	15,216	17,530	19,795
CAPITAL OUTLAY							
606400	Vehicles and Equipment	0	0	0	32,000	35,140	0
TOTAL CAPITAL OUTLAY		0	0	0	32,000	35,140	0
TOTAL CITY MANAGER		336,677	269,335	285,943	333,616	338,810	306,745

CITY OF SEBASTIAN, FLORIDA 2022/2023 ANNUAL BUDGET

CITY CLERK

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

FISCAL YEAR 2022 ACCOMPLISHMENTS

- ✓ Created filing system for hard copy maps and surveys
- ✓ Administered election process for three Council seats
- ✓ Began to plan the Centennial Celebration
- ✓ Completed revisions to Board and Committee Handbook
- ✓ Continued to re-organize permanent file boxes with list of location in Laserfiche & Vault
- ✓ Assisted with the Graves Brothers Annexation Workshops
- ✓ Records Specialist joined the Florida Association of City Clerks
- ✓ Provided quality customer service to include public records requests
- ✓ Administered professional, compassionate cemetery sales
- ✓ Provided quality customer service with the sale of cemetery lots

FISCAL YEAR 2023 GOALS AND OBJECTIVES

Direct Overall Municipal Service Delivery with specific focus on:

- Attend City Council, Board of Adjustment, CRA, and Centennial Task Force meetings
- Provide Council support on legislative matters
- Administer election process for two Council seats
- Continue to provide quality customer service to include public records requests
- Promote staff training and development; Records Specialist to attend Florida Association of City Clerk's conference
- Revise board/committee orientation process with City Attorney's assistance
- Complete Calendar of Events and festivities for Centennial Celebration
- Codify Upcoming Land Development Code ordinances (approx.10)
- Plan to administer 22 board appointments
- Create permanent file system for new unit five of the municipal cemetery

CITY OF SEBASTIAN, FLORIDA 2022/2023 ANNUAL BUDGET

PERFORMANCE MEASURES

Performance Indicators	Actual 2018/2019	Actual 2019/2020	Actual 2020/2021	Projected 2021/2022	Projected 2022/2023
Records Scanned (in cubic feet)	39	50	35	50	35
Records Destroyed (in cubic feet)	538	307	370	300	275
Council Meeting Packets/Minutes	22	21	21	20	20
Cemetery Lots/Niches Sold	80	60	100	60	75
Election - Candidates Qualified	3	17	6	4	10
Legal/Display Ads Published	11	16	11	8	10
Code Supplements Distributed	2	2	2	3	2
Board Appointments Administered	19	37	23	20	12
Instruments Recorded	3	2	5	4	6
Public Records Requests	157	200	233	200	225
Other Committee Meeting Minutes Recorded	11	15	16	18	28

CITY CLERK PROGRAM BUDGET DESCRIPTION

STAFFING		NATURE OF ACTIVITY
21/22	22/23	
15.00%	15.00%	Services for City Council - Prepare Council agendas, advertise hearings, post notices, take minutes of Council meetings, administer follow-up of City Council action items, prepare correspondence, prepare City Council budget, make Council travel arrangements, research services, attest & seal all documents executed by Mayor and City Manager, schedule invocations, prepare proclamations, resolutions, certificates of appreciation, prepare for and conduct Council orientation w/ CM and CA, coordinate w/ MIS for broadcast of Council, CRA, Board of Adjustment meetings
20.00%	20.00%	Services for Citizens - Receive and respond to general City website e-mail link, respond to public records requests and inquiries, provide computer for public research, post legal notices, and make imaged records available on City website via Laserfiche Weblink.
15.00%	15.00%	Services for Boards/Committees - Board liaison, advertise vacancies, administer financial disclosure forms, update Commission on Ethics website annually, record and provide services to Board of Adjustment and CRA. Maintain and update Board Handbook, and conduct board member orientation and prepare outgoing certificates.
20.00%	15.00%	Records Management - Scan all permanent and long term records for staff and public into Laserfiche, administer public records requests, coordinate paper recycling and records destruction with recycling contractor in accordance with State law, maintain, update and distribute adopted Records Management Procedures Manual, coordinate with Records Liaisons Committee, maintain all original City documents, i.e. ordinances, resolutions, agreements, deeds, terminated personnel files, conduct records research for staff as requested. Conduct staff training in records management. Scans and distributes agenda packets for all City boards and Council.
15.00%	15.00%	Cemetery - Coordinate with Cemetery Sexton on sale of cemetery lots, maintain cemetery records/database. Respond to customer concerns and complaints.
5.00%	10.00%	General Administration - Prepare, post, and distribute monthly calendar, prepare annual budget for department, attend staff meetings, codify ordinances, record final plats and easements, record vacations of easement, keep log of all City vehicles, attest and seal City documents, provide notary services for City documents, respond to Cityseb emails.
10.00%	10.00%	City Election - The City Clerk is the City Elections Official and Chairperson of the City Canvassing Board, qualifies candidates for office and political committees, coordinates with Supervisor of Elections and State of Florida in administration of annual general elections, prepares resolutions and forms, swears in elected officials.
100.00%	100.00%	

CITY OF SEBASTIAN, FLORIDA 2022/2023 ANNUAL BUDGET

CITY CLERK BUDGET SUMMARY

The Fiscal Year 2022-2023 adopted budget for City Clerk is \$ 222,575. This compares to the 2021-2022 projected expenditures of \$ 259,208, a decrease of \$ 36,633, or -14.13%.

	FY 18/19	FY 19/20	FY 20/21	Amended FY 21/22	Projected FY 21/22	FY 22/23	Difference
	Actual	Actual	Actual	Budget	Expenditures	Budget	
Personal Services	\$ 170,673	\$ 171,932	\$ 180,890	\$ 192,485	\$ 184,095	\$ 181,680	\$ (2,415)
Operating Expenses	20,636	92,955	24,314	90,239	75,113	40,895	(34,218)
Capital Outlay	13,983	-	-	-	-	-	-
Total	\$ 205,292	\$ 264,887	\$ 205,204	\$ 282,724	\$ 259,208	\$ 222,575	\$ (36,633)

Fiscal Year 2022-2023 Adopted Budget:

Major Current Level Changes from Fiscal Year 2021-2022 Projected Expenditures:

	Difference
1. Personal Services - Decrease due to deletion of a part-time position.	\$ (2,415)
2. Operating Expenses - Decrease due to election year costs.	\$ (34,218)
3. Capital Outlay - No change.	\$ -

PERSONAL SERVICES SCHEDULE

CITY CLERK

POSITION	PAY RANGE	FULL TIME EQUIVALENTS				Projected	Budget
		20/21	21/22	Amended 21/22	22/23	Expenditures 21/22	22/23
City Clerk	70,868 / 116,076	1.00	1.00	1.00	1.00	\$ 97,450	\$ 97,250
Records Specialist	33,449 / 55,478	1.00	1.00	1.00	1.00	45,425	44,750
Clerical Assistant I (P/T)	\$ 13.89/hr - \$ 21.69/hr	0.50	0.50	0.50	0.00	1,950	-
		2.50	2.50	2.50	2.00		
		TOTAL SALARIES				\$ 144,825	\$ 142,000
		Overtime				200	200
		FICA Taxes				11,050	10,879
		Deferred Compensation				12,850	12,798
		Group Health Insurance Premium				14,905	15,532
		Employee Assistance Program				32	32
		Worker's Comp Insurance				233	239
		Total Personal Services				\$ 184,095	\$ 181,680

CITY OF SEBASTIAN, FLORIDA 2022/2023 ANNUAL BUDGET

CITY CLERK

Code: 010009

<u>Account</u> <u>Number</u>	<u>Description</u>	<u>FY 18/19</u> <u>Actual</u>	<u>FY 19/20</u> <u>Actual</u>	<u>FY 20/21</u> <u>Actual</u>	<u>Amended</u> <u>FY 21/22</u> <u>Budget</u>	<u>FY 21/22</u> <u>Projected</u>	<u>FY 22/23</u> <u>Budget</u>
PERSONAL SERVICES							
511200	Salaries	131,615	132,379	142,865	152,597	144,825	142,000
511400	Overtime	0	0	0	200	200	200
512100	FICA Taxes	9,806	9,848	10,781	11,659	11,050	10,879
512225	Deferred Compensation	11,042	11,164	12,011	12,830	12,850	12,798
512301	Group Health Insurance Premium	17,893	18,264	14,945	14,911	14,905	15,532
512309	Employee Assistance Program	32	32	32	32	32	32
512400	Worker's Comp Insurance	286	245	256	256	233	239
TOTAL PERSONAL SERVICES		170,673	171,932	180,890	192,485	184,095	181,680
533400	Other Contractual Services	2,098	1,873	1,648	2,800	2,800	2,720
533490	Codification Services	2,825	3,378	3,443	4,550	4,550	4,650
534000	Travel and Per Diem	691	0	0	866	30	866
534105	Cellular Phone	0	262	445	480	452	460
534120	Postage	364	510	454	500	500	500
534420	Equipment Leases	661	1,260	1,511	1,513	1,515	2,195
534630	R & M - Office Equipment	962	1,630	1,578	1,620	2,025	2,220
534910	Clerk of Court Filing Fees	231	132	249	500	800	800
534920	Legal Ads	1,840	901	2,268	3,150	2,012	3,500
534990	Election Costs	9,806	81,976	10,853	72,250	59,189	20,460
535200	Departmental Supplies	322	307	493	650	650	1,100
535210	Computer Supplies	0	267	412	400	200	400
535230	Small Tools and Equipment	0	0	391	0	0	0
535410	Dues and Memberships	545	460	568	460	315	524
535450	Training and Education	290	0	0	500	75	500
TOTAL OPERATING EXPENDITURES		20,636	92,955	24,314	90,239	75,113	40,895
CAPITAL OUTLAY							
606400	Vehicles and Equipment	13,983	0	0	0	0	0
TOTAL CAPITAL OUTLAY		13,983	0	0	0	0	0
TOTAL CITY CLERK		205,292	264,887	205,204	282,724	259,208	222,575

CITY OF SEBASTIAN, FLORIDA 2022/2023 ANNUAL BUDGET

CITY ATTORNEY

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

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

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

FISCAL YEAR 2022 ACCOMPLISHMENTS

- ✓ Attended City Council, Planning and Zoning, Code Enforcement/Special Magistrate, Construction Board, and Board of Adjustment meetings.
- ✓ Provided regular updates to the City Council on changes and updates on Governor Ron DeSantis' Executive Orders on the COVID-19 Pandemic.
- ✓ Provided regular updates to the City Council on changes to federal and state laws, as well as pending suits, settlements, and legal cases.
- ✓ Provided legal advice to the City Building Official and Construction Board during Construction Board/Public Hearings and on the Construction Board's orders.
- ✓ Provided legal support on significant land use matters, including meeting and negotiating with staff, developers and their attorneys, and the 2040 Comp Plan.
- ✓ Provided legal support on significant police matters, including forfeiture, Risk Protective Orders, School Resource Officer agreements, and legal publications on abandoned vehicles.
- ✓ Provided legal support on significant Airport matters, including drafting a Conservation Agreement, and legal publications on abandoned aircraft.
- ✓ Provided legal support on significant Human Resources matters, including discipline, Last Chance Agreements, policies, and union negotiations.
- ✓ Maintained a professional network with local government attorneys from Indian River County, Sheriff, School Board, and other municipalities in the County.
- ✓ Assisted in reviewing and updating procurement documents and procedures.
- ✓ Reviewed significant legal claims and insurance settlements, as deemed necessary.
- ✓ Reviewed the manuals/tapes for City, County, and local Government; Land Use and Labor and Employed Law Annual Update courses (seminar canceled due to COVID).
- ✓ Attended the 2021 Florida Municipal Attorney's Seminar.

CITY OF SEBASTIAN, FLORIDA 2022/2023 ANNUAL BUDGET

FISCAL YEAR 2023 GOALS AND OBJECTIVES

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

PERFORMANCE MEASURES

Performance Indicators	Actual 2018/2019	Actual 2019/2020	Actual 2020/2021	Projected 2021/2022	Projected 2022/2023
Number of Resolutions	35	9	35	35	40
Number of Ordinances	5	6	5	15	20
Number of Meetings	42	35	40	60	60
Number of Orders	n/a	n/a	20	33	30

CITY OF SEBASTIAN, FLORIDA 2022/2023 ANNUAL BUDGET

CITY ATTORNEY PROGRAM BUDGET DESCRIPTION

STAFFING		NATURE OF ACTIVITY
21/22	22/23	
25.00%	25.00%	Counsel to City Council and Other City Bodies - Attend workshops, regular and special meetings of City Council, Planning Commission, Board of Adjustment, and Code Enforcement Board, as well as other City bodies as assigned and provide advice as to the law and procedures.
25.00%	25.00%	Function as City's Solicitor - Prepare and review ordinances, resolutions, contracts, property instruments and other legal documents on behalf of the City.
40.00%	40.00%	City Legal Advisor - Provide legal counsel to and attends meetings with City Manager, department directors and key personnel on a day-to-day basis. Provide legal opinions to City Council and Manager as requested.
10.00%	10.00%	Legal Representative - Represent City in litigation and administrative proceedings as required. Act as General Counsel to the City in the supervision of outside counsel.
100.00%	100.00%	

CITY ATTORNEY BUDGET SUMMARY

The Fiscal Year 2022-2023 adopted budget for the City Attorney is \$ 236,730. This compares to the 2021-2022 projected expenditures of \$ 213,217, an increase of \$ 23,513, or 11.03%.

	FY 18/19	FY 19/20	FY 20/21	Amended FY 21/22 Budget	Projected FY 21/22 Expenditures	FY 22/23 Budget	Difference
	Actual	Actual	Actual				
Personal Services	\$ -	\$ 92,686	\$ 162,196	\$ 171,218	\$ 175,244	\$ 188,340	\$ 13,096
Operating Expenses	105,409	74,359	33,499	40,704	37,973	48,390	10,417
Capital Outlay	-	-	-	-	-	-	-
Total	\$ 105,409	\$ 167,044	\$ 195,696	\$ 211,922	\$ 213,217	\$ 236,730	\$ 23,513

Fiscal Year 2022-23 Adopted Budget:
Major Current Level Changes from Fiscal Year 2021-22 Projected Expenditures:

	Difference
1. Personal Services - Increase due to minimum pay rate adjustment and negotiated insurance increase.	\$ 13,096
2. Operating Expenses - Increase due primarily to additional outside counsel expenses and charter booklets.	\$ 10,417
3. Capital Outlay - No change.	\$ -

PERSONAL SERVICES SCHEDULE

CITY ATTORNEY		FULL TIME EQUIVALENTS				Projected	Budget
<u>POSITION</u>	<u>PAY RANGE</u>	<u>20/21</u>	<u>21/22</u>	Amended <u>21/22</u>	<u>22/23</u>	<u>21/22</u>	<u>22/23</u>
City Attorney		1.00	1.00	1.00	1.00	\$ 128,800	\$ 137,750
		1.00	1.00	1.00	1.00		
		TOTAL SALARIES				\$ 128,800	\$ 137,750
		Overtime					-
		FICA Taxes				9,850	10,540
		Deferred Compensation				11,592	12,398
		Group Health Insurance Premium				24,832	27,434
		Employee Assistance Program				16	16
		Worker's Comp Insurance				154	202
		Total Personal Services				\$ 175,244	\$ 188,340

CITY OF SEBASTIAN, FLORIDA 2022/2023 ANNUAL BUDGET

CITY ATTORNEY

Code: 010010

Account	FY 18/19	FY 19/20	FY 20/21	Amended FY 21/22	FY 21/22	FY 22/23
<u>Number</u> <u>Description</u>	<u>Actual</u>	<u>Actual</u>	<u>Actual</u>	<u>Budget</u>	<u>Projected</u>	<u>Budget</u>
PERSONAL SERVICES						
511200 Salaries	0	70,154	123,348	128,936	128,800	137,750
512100 FICA Taxes	0	5,653	9,436	9,849	9,850	10,540
512225 Deferred Compensation	0	6,231	11,092	11,586	11,592	12,398
512301 Group Health Insurance Premium	0	10,639	18,124	20,653	24,832	27,434
512309 Employee Assistance Program	0	9	16	16	16	16
512400 Worker's Comp Insurance	0	0	180	178	154	202
TOTAL PERSONAL SERVICES	0	92,686	162,196	171,218	175,244	188,340
OPERATING EXPENDITURES						
533400 Other Contractual Services	104,310	73,062	23,708	26,000	26,000	30,700
534000 Travel and Per Diem	0	0	593	3,000	0	3,000
534105 Cellular Phone	438	484	448	480	443	445
534115 On-Line Services	0	0	5,031	6,708	6,860	7,065
534120 Postage	38	15	47	40	40	40
534130 Express Mail	0	24	0	30	30	30
534420 Equipment Leases	0	40	797	802	810	630
534630 R & M - Office Equipment	0	22	231	264	410	300
535200 Departmental Supplies	622	366	966	1,000	1,000	2,500
535210 Computer Supplies	0	0	48	0	0	0
535410 Dues and Memberships	0	345	355	680	680	680
535420 Books and Publications	0	0	0	500	500	1,000
535450 Training and Education	0	0	1,275	1,200	1,200	2,000
TOTAL OPERATING EXPENDITURES	105,409	74,359	33,499	40,704	37,973	48,390
CAPITAL OUTLAY						
606400 Vehicles and Equipment	0	0	0	0	0	0
TOTAL CAPITAL OUTLAY	0	0	0	0	0	0
TOTAL CITY ATTORNEY	105,409	167,044	195,696	211,922	213,217	236,730

CITY OF SEBASTIAN, FLORIDA 2022/2023 ANNUAL BUDGET

ADMINISTRATIVE SERVICES DEPARTMENT

The Administrative Services Department primarily provides support services to other City departments. It is organized into three primary sections, which are Finance, Purchasing, and Human Resources.

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

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

The Human Resources Section is responsible for administering effective recruitment, selection, assignment and retention of employees, in addition to implementing and advising on rules and regulations to ensure compliance with employee laws. It is also responsible for employee service recognition, employee special events, employee assistance program, employee orientation, employee benefits, employee training, negotiating collective bargaining agreements, discipline and grievance handling and employee salary administration.

FISCAL YEAR 2022 ACCOMPLISHMENTS

- ✓ Twenty-third time awardee of the Government Finance Officers Association Certificate of Achievement for Excellence in Financial Reporting for the Comprehensive Annual Financial Report and seventeenth time awardee of the Government Finance Officers Association Distinguished Budget Presentation Award.
- ✓ Maintained American Express corporate card and Bank of America purchasing card programs.
- ✓ Served as risk manager regarding property and liability insurance policies and claims.
- ✓ Provided administrative support to the Police Officers Pension Plan.
- ✓ Handled grant accounting and financial reporting requirements in coordination with other departments expected to adhere to requirements for narrative reports on progress.
- ✓ Recruited, interviewed, and hired new employees and replacements for vacant positions.
- ✓ Improved internal processes to operate more efficiently.
- ✓ Initiated a Study of Employee Pay and Benefits Comparisons.

FISCAL YEAR 2023 GOALS AND OBJECTIVES

- Generate cost savings ideas through internal audits/staff involvement.
- Provide low cost quality training for City employees. Develop mandatory training that can be provided through the internet when appropriate.
- Recruit and promote the most qualified candidates recognizing the value of diversity.
- Promote a safe and healthy work place, reflecting the commitment to fairness and equality.
- Continue to provide responsive service to all customers, citizens, vendors, and employees.
- Submit 2021-2022 Comprehensive Annual Financial Report for Excellence for Financial Reporting Award and 2022-2023 Annual Budget document for the Distinguished Budget Presentation Award to the Government Finance Officers Association.
- Provide timely financial information to the City administration and the general public by issuing the City's Comprehensive Annual Financial Report no later than February 28th each year.
- Provide timely adopted budget document to the City administration and the general public by issuing the City's Annual Budget document no later than October 31st each year.
- Continue staff training in accounting, risk management, and emergency management.
- Work to document procurement processes and procedures in a form that can be easily followed.

CITY OF SEBASTIAN, FLORIDA 2022/2023 ANNUAL BUDGET

PERFORMANCE MEASURES

Performance Indicators	Actual 2018/2019	Actual 2019/2020	Actual 2020/2021	Projected 2021/2022	Projected 2022/2023
Total Full and Part-time Positions	179	188	189	195	196
Terminations/Resignations/Retirements	18	33	35	35	30
HR hours to process new employee	2	2	2	2	2
Applications processed	148	109	134	150	150
New Hires	17	22	35	35	35
Background Checks conducted - non-sworn	20	18	13	25	25
Reported Workers Compensation Claims	9	11	9	10	10
Time frame to hire new employee - non-sworn	14 days	30 days*	90 days*	14 days	60 days
Time frame to hire new employee - sworn	1.5 months	2 months*	3+ months*	2 months	2 months
Program Cost Per Capita	\$27.28	\$26.81	\$25.58	\$29.15	\$31.77
Journal Entries Processed	881	940	939	1,000	1,000
Accounts Payable Invoices Processed	3,450	3,001	3,055	3,000	3,500
Accounts Payable Checks Processed	2,043	1,983	2,019	2,025	2,150
Purchase Orders Processed	293	350	400	425	425
Payroll Checks Processed	4,479	4,372	4,429	4,525	4,600
Purchasing/Corporate Card Transactions Processed	2,599	2,747	2,770	2,850	3,000
Purchasing Card Users	40	41	41	41	42
Garage Sale Permits Issued	745	385	374	800	850
Number of Fixed Assets Records	2,604	2,695	2,687	2,700	2,700
Comprehensive Annual Financial Statement issued	03/18/20	02/24/21	03/03/22	03/01/23	03/01/24
Annual Budget Document issued	10/30/18	10/25/19	11/10/20	10/16/21	10/28/22
Excellence in Financial Reporting Award (consecutive years)	21	22	23	24	25
Distinguished Budget Presentation Award (consecutive years)	15	16	17	18	19

CITY OF SEBASTIAN, FLORIDA 2022/2023 ANNUAL BUDGET

ADMINISTRATIVE SERVICES PROGRAM BUDGET

<i>STAFFING</i>		<i>NATURE OF ACTIVITY</i>
<i>21/22</i>	<i>22/23</i>	
15.00%	18.00%	General Accounting - Data entry for general ledger activity for all City operations, bank reconciliations, preparation of federal, state and local reports, and allocation of charges to City departments. Ensure all accounting information is entered timely and accurately. Maintain fixed assets records and ensure assets are recorded and tagged properly. Account for all Capital Projects. Prepare monthly rental and lease invoices. Monitor and review airport and facility lease agreements.
9.00%	10.00%	Accounts Payable - Review all requests for payment and prepare checks. Process and pay purchasing card transactions. Ensure appropriate discounts are taken and invoices are paid prior to due date, audit travel expense reports and prepare year end 1099's.
9.00%	6.00%	Budget - Assist the City Manager in preparation of annual budget. Ensure budget is comprehensive as to communication, coordination and control. Submit final budget to the Government Finance Officers Association Awards Program and quarterly budget amendment packages to the Council.
9.00%	9.00%	Payroll - Review and process payroll, including benefits, deductions, leave availability, and workers compensation. Prepare quarterly reports to the workers compensation insurance carrier. Prepare employee insurance invoices for payment. Monitor ADP to insure quarterly and annual payroll tax reports and year end W-2's are processed correctly.
5.00%	5.00%	Auditing and Financial Reporting - Analyze general ledger accounts, develop and prepare subsidiary ledgers for the annual audit. Analyze financial data. Prepare monthly budget to actual statements and annual financial statements. Prepare annual State reports, such as Comptroller's Report, Transportation Report, and other complex financial analyses. Invest operating and construction funds. Make debt service payments and record transactions. Complete the Comprehensive Annual Financial Report and submit to the Government Finance Officers Association Award Program.
5.00%	10.00%	Contract and Agreement Management - Maintain a contract database tracking all deliverables, terms, and action dates. Review terms and make recommendations for any potential changes. Support Department Heads and Project Managers on contract issues.
9.00%	6.00%	Procurement - Research, negotiate pricing, seek out best practices and implement for procurement. Support Department Heads and staff in the procurement process. Build City relationships with vendors. Update Policies and Procedures as needed.
4.00%	3.00%	Hiring New Employees - Post position, accept applications, screen applications for minimum qualifications, prepare employment and rejection letters, prepare new hire package, schedule pre-employment physical and drug screens, conduct new hire orientations, conduct employment and background investigations, coordinate with departments regarding examinations for skilled positions. Interview applicants as part of panel.
6.00%	6.00%	Customer Service - Respond to customer inquiries both in person and on the phone. Route incoming calls, complaints, concerns, etc to the appropriate department. Receive mail and packages and sort and distribute appropriately. Provide support to other employees and departments as needed.
4.00%	3.00%	Employee Support - Provide protection to both City and employees by following federal and state laws/regulations. Manage employee relations and identify labor costs. Mediate and resolve disputes between management and employees. Maintain, update, and implement City Human Resources policies and procedures. Develop and coordinate employee training. Review and revise job descriptions and pay scales. Maintain all employee files. Provide administrative support to the Police Pension Plan.
4.00%	2.00%	Grants & Special Projects - Responsible for quarterly status, reimbursement reports, close out documentation and federal and state compliance to grantors. Compile data on hurricane damages, submit, and follow up on.
3.00%	3.00%	In-Service Actions - Process employee action notices for activity - promotions, demotions and transfers. Maintain personnel and subject files. Update salary schedules and compensation plans. Administer employee evaluation program.
3.00%	3.00%	Effective Insurance Plans - Develop and maintain a comprehensive, innovative and effectively managed insurance benefits plan for all employees and dependents. Provide clear prevention opportunities and participation options for employees and dependents.
4.00%	4.00%	Risk Management - Ensure that liability insurance claims are promptly submitted to the insurance carrier. Resolve minor claims that are lower than deductible limits in a fair and consistent manner. Insure Workers Compensation claims are submitted to carrier. Maintain correspondence with insurance carrier for all liability and workers compensation claims from inception to completion or return to work. Negotiate carrier benefits and rates. Coordinate all safety training.
1.00%	1.00%	Union Negotiations, Contract Administration - Negotiate labor agreements with both PBA and CWA and any Memos of Understanding necessary during the life of existing contracts. Perform support research, document preparation and record minutes. Review, rewrite and organize Rules and Regulations.
9.00%	10.00%	Cash Management - Collect revenues from taxes, intergovernmental revenues, franchise fees, utility taxes, occupational licenses, parking citations, special assessments, and rentals. Monitor collections as compared to budget. Invest any available cash balances, as warranted.
1.00%	1.00%	Records Management - Records storage, disposition, and destruction. Insure annual compliance. Complete transmittals, box labels, records disposition and destruction forms, and update master log.
100.00%	100.00%	

CITY OF SEBASTIAN, FLORIDA 2022/2023 ANNUAL BUDGET

ADMINISTRATIVE SERVICES BUDGET SUMMARY

The Fiscal Year 2022-2023 adopted budget for Administrative Services is \$ 823,320. This compares to the 2021-2022 projected expenditures of \$ 741,900, an increase of \$ 81,420, or 10.97% .

	FY18/19	FY 19/20	FY 20/21	Amended FY 21/22	Projected FY 21/22	FY 22/23	Difference
	Actual	Actual	Actual	Budget	Expenditures	Budget	
Personal Services	\$ 540,448	\$ 539,816	\$ 514,984	\$ 593,704	\$ 580,935	\$ 661,165	\$ 80,230
Operating Expenses	131,553	134,857	141,322	178,922	160,965	162,155	1,190
Capital Outlay	-	-	-	-	-	-	-
Total	\$ 672,001	\$ 674,673	\$ 656,306	\$ 772,626	\$ 741,900	\$ 823,320	\$ 81,420

Fiscal Year 2022-23 Adopted Budget:

Major Current Level Changes from Fiscal Year 2021-22 Projected Expenditures:	Difference
1. Personal Services - Increase due to addition of one position and longevity increases.	\$ 80,230
2. Operating Expenses - Increase due primarily to higher anticipated costs of background checks and exams.	\$ 1,190
3. Capital Outlay - No change.	\$ -

PERSONAL SERVICES SCHEDULE

ADMINISTRATIVE SERVICES DEPARTMENT

POSITION	PAY RANGE	FULL TIME EQUIVALENTS				Projected	Budget
		Amended				Expenditure	
		20/21	21/22	21/22	22/23	21/22	
Administrative Services Director/CFO	94,838 / 142,140	1.00	1.00	1.00	1.00	\$ 144,980	\$ 148,250
Human Resources Director/Asst Admin Services Director	84,405 / 131,163	1.00	1.00	1.00	1.00	98,600	98,500
Assistant Accounting Services Director	70,868 / 121,866	1.00	1.00	1.00	1.00	78,700	81,000
Procurement/Contracts Manager	63,073 / 100,058	1.00	1.00	1.00	1.00	59,500	61,250
Human Resources Assistant	47,066 / 86,401	0.00	0.00	0.00	1.00	-	47,250
Accountant	42,690 / 72,439	1.00	1.00	1.00	1.00	48,500	48,250
Accounting Clerk II	33,449 / 52,293	1.00	1.00	1.00	1.00	34,400	34,250
		6.00	6.00	6.00	7.00		
		TOTAL SALARIES				\$ 464,680	\$ 518,750
						Overtime 50	200
						FICA Taxes 35,320	39,700
						Deferred Compensation 41,325	46,709
						Group Health Insurance Premium 38,755	54,823
						Employee Assistance Program 94	111
						Worker's Comp Insurance 711	872
						Total Personal Services \$ 580,935	\$ 661,165

CITY OF SEBASTIAN, FLORIDA 2022/2023 ANNUAL BUDGET

ADMINISTRATIVE SERVICES DEPARTMENT

Code: 010020

Account Number	Description	FY 18/19 Actual	FY 19/20 Actual	FY 20/21 Actual	Amended FY 21/22 Budget	FY 21/22 Projected	FY 22/23 Budget
PERSONAL SERVICES							
511200	Regular Salaries	428,483	425,276	411,119	465,460	464,680	518,750
511400	Overtime	0	0	11	200	50	200
512100	FICA Taxes	32,038	31,801	31,115	35,523	35,320	39,700
512225	Deferred Compensation	37,659	38,126	36,472	41,792	41,325	46,709
512301	Group Health Insurance Premium	41,259	43,776	35,379	49,853	38,755	54,823
512309	Employee Assistance Program	94	95	88	95	94	111
512400	Worker's Comp Insurance	915	741	799	781	711	872
TOTAL PERSONAL SERVICES		540,448	539,816	514,984	593,704	580,935	661,165
OPERATING EXPENDITURES							
533175	Employee Background Testing	13,561	13,612	18,899	24,120	16,250	24,175
533200	Audit Fees	37,746	37,750	38,547	43,740	36,780	38,940
533400	Other Contractual Services	32,458	28,610	28,550	49,311	48,500	33,450
534000	Travel and Per Diem	0	261	97	1,000	0	1,000
534105	Cellular Telephone	0	0	882	696	455	0
534110	Internet Access	0	825	0	0	0	0
534120	Postage	1,806	2,370	1,723	1,920	1,800	1,920
534420	Equipment Leases	1,803	3,304	3,698	3,705	3,700	3,700
534630	R & M - Office Equipment	29,757	31,874	32,571	33,330	34,750	35,900
534800	Promotional Activities	0	50	0	500	500	750
534825	Advertising	5,465	5,693	5,615	7,500	8,500	9,500
534920	Legal Ads	1,432	1,416	971	2,000	1,350	1,750
535200	Departmental Supplies	3,292	3,404	5,374	3,930	3,930	4,700
535205	Bank Charges	125	136	130	130	150	170
535210	Computer Supplies	235	199	673	600	525	600
535410	Dues and Memberships	3,674	3,424	2,594	3,440	3,100	3,100
535420	Books and Publications	0	0	0	0	100	250
535450	Training and Education	200	1,929	998	3,000	575	2,250
TOTAL OPERATING EXPENDITURES		131,553	134,857	141,322	178,922	160,965	162,155
CAPITAL OUTLAY							
606400	Vehicles and Equipment	0	0	0	0	0	0
TOTAL CAPITAL OUTLAY		0	0	0	0	0	0
TOTAL ADMINISTRATIVE SERVICES		672,001	674,673	656,306	772,626	741,900	823,320

CITY OF SEBASTIAN, FLORIDA 2022/2023 ANNUAL BUDGET

MANAGEMENT INFORMATION SYSTEMS DIVISION

The Management Information Systems division consists of five (5) full-time and two (2) part-time staff members. This division is responsible for the purchase, operation, and maintenance of the City's approved computerized hardware and software infrastructure, and either provides or recommends training for its use. We also oversee the live broadcast of the City's meetings, 24 hour broadcasting of COStv and creation/maintenance of all City websites. This division provides support for approximately 200 computers, printers and other systems including computerized physical access control, Police Department's computer infrastructure, accounting, Community Development's GIS, computerized fuel monitoring and also oversees the Working Waterfront technology. MIS supports hardware and software for the Internet/Intranet accounts, maintenance of email system, telephone system, and manages City issued cellular devices. MIS coordinates with other departments relating to use and configuration of the records imaging software (Laserfiche) and other departmental records management software systems.

FISCAL YEAR 2022 ACCOMPLISHMENTS

- ✓ Replaced outdated on-premises phone system
- ✓ Added wireless networking redundancies to the golf course
- ✓ Changed over to a different email filtering product
- ✓ Added the ability to send and receive large files for users
- ✓ Continued to implement the 5 year plan for end-user work stations

FISCAL YEAR 2023 GOALS AND OBJECTIVES

- Continue to enhance and ensure the security of systems within the workplace
- Insure accessibility of all board and council meetings to the public for viewership and participation
- Improve function, operation, and usability of all information systems for all departments within the City
- Implement new systems to enhance functions and daily operations as needed
- Train user on the proper usage and function of systems implemented for their convenience

PERFORMANCE MEASURES

Performance Indicators	Actual 2018/2019	Actual 2019/2020	Actual 2020/2021	Projected 2021/2022	Projected 2022/2023
Workorders Processed	2700	2513	2521	2700	2800
Server/Network/Phone Outages Serviced	12	12	14	16	12
Web/COS-TV Workorders Processed	950	358	482	400	400
Programs Aired Live on COS-TV	75	83	84	90	90
User Training hours performed/supported	100	243	90	100	120

CITY OF SEBASTIAN, FLORIDA 2022/2023 ANNUAL BUDGET

MANAGEMENT INFORMATION SERVICES PROGRAM BUDGET DESCRIPTION

<i>STAFFING</i>		<i>NATURE OF ACTIVITY</i>
<i>21/22</i>	<i>22/23</i>	
5.00%	10.00%	<u>Network Analysis, Design, and Configuration</u> - This includes the assessment of the city's current data needs, as well as projected needs for all software and hardware, and the documentation of all systems.
25.00%	25.00%	<u>End User Support</u> - This includes hardware troubleshooting and repair, as well as, assisting users in the use of all data resources.
3.00%	3.00%	<u>Network Administration</u> - This includes the daily administration of network resources such as maintaining user accounts, e-mail accounts, data backup etc...
2.00%	2.00%	<u>Division Administration</u> - This includes the functions necessary to support the internal administrative needs of the MIS division's resources and personnel.
5.00%	2.00%	<u>Technology Research and Development</u> - This is the time necessary to research and evaluate technology related products and services for purchase and implementation.
25.00%	25.00%	<u>Broadcasting/Recording/Content Creation</u> - broadcast board meetings live from council chambers. Filming for commercials or other productions as directed. Creation of the daily programming schedule. Creation of all the video files for the Web Archive service. Creation of print advertising/banners as requested. Creation of COSTV slides as needed. Any items needed are requested via work order.
2.00%	2.00%	<u>Website Support</u> - posting of all agendas & packets, adding the city's events to the events calendar on the city's main site. Making any additions or changes that are needed for the information on all the city's websites to stay up-to-date. Any additions or changes are requested via work orders.
10.00%	10.00%	<u>Maintenance</u> - monitoring and addressing MIS technical items. These include servers, switches, and other specialized hardware that is essential to the day to day operations of the MIS division. This includes the daily administration of network resources such as maintaining user accounts, e-mail accounts, data backup etc...
20.00%	20.00%	<u>Security & Training</u> - securing all endpoints and servers against unwanted intrusion. Training of end users on safe usage of city provided technology. Making sure that systems have all needed patches. Securing all internet based services against hacking/breaches.
3.00%	1.00%	<u>Records Management</u> - Maintain the electronic records for the the City of Sebastian. This includes the public emails and the laserfiche system. work with the the City Clerks office to ensure our the city's electronic record storage is both user/public friendly and secured.
100.00%	100.00%	

CITY OF SEBASTIAN, FLORIDA 2022/2023 ANNUAL BUDGET

MANAGEMENT INFORMATION SYSTEMS BUDGET SUMMARY

The Fiscal Year 2022-2023 adopted budget for Management Information Systems is \$ 717,540, this compares to the 2021-2022 projected expenditures of \$ 563,370, an increase of \$ 154,540, or 27.37%.

	FY 18/19	FY 19/20	FY 20/21	Amended FY 21/22	Projected FY 21/22	FY 22/23	Difference
	Actual	Actual	Actual	Budget	Expenditures	Budget	
Personal Services	\$ 314,098	\$ 345,874	\$ 347,018	\$ 424,662	\$ 390,250	\$ 437,250	\$ 47,000
Operating Expenses	126,311	163,865	166,312	173,018	173,120	280,290	107,170
Capital Outlay	24,320	2,011	-	-	-	-	-
Total	\$ 464,729	\$ 511,750	\$ 513,329	\$ 597,680	\$ 563,370	\$ 717,540	\$ 154,170

Fiscal Year 2022-2023 Adopted Budget:

Major Current Level Changes from Fiscal Year 2021-2022 Projected Expenditures:

	Difference
1. Personal Services - Increase due to having positions full all year, a longevity increase, and minimum pay rate adjustments.	\$ 47,000
2. Operating Expenses - Increase due to new internet service at Public Facilities Compound and new software for Public Works.	\$ 107,170
3. Capital Outlay - No change.	\$ -

PERSONAL SERVICES SCHEDULE

MANAGEMENT INFORMATION SERVICES

POSITION	PAY RANGE	FULL TIME EQUIVALENTS				Projected	Budget
		20/21	21/22	Amended 21/22	22/23	Expenditure 21/22	22/23
MIS Manager	70,868 / 100,058	1.00	1.00	1.00	1.00	\$ 84,800	\$ 88,500
MIS Systems Administrator	54,485 / 87,352	1.00	1.00	1.00	1.00	57,700	57,500
MIS Technical Analyst	42,690 / 67,550	1.00	1.00	1.00	1.00	65,200	65,000
MIS Technician	38,721 / 58,857	1.00	1.00	1.00	1.00	40,200	38,750
Help Desk Technician/Administrative Asst	36,877 / 55,477	0.00	1.00	1.00	1.00	17,100	37,000
Audio Visual Technical Analyst (P/T)	\$ 16.08/hr-\$ 22.34/hr	0.50	0.50	0.50	0.50	18,000	21,000
Audio Visual Technician (P/T)	\$ 13.23/hr-\$ 15.45/hr	0.50	0.50	0.50	0.50	12,000	17,250
		5.00	6.00	6.00	6.00		
		TOTAL SALARIES				\$ 295,000	\$ 325,000
						Overtime 450	500
						FICA Taxes 21,900	24,900
						Deferred Compensation 23,500	25,853
						Group Health Insurance Premium 48,550	60,371
						Employee Assistance Program 70	79
						Worker's Comp Insurance 480	547
		Total Personal Services				\$ 389,950	\$ 437,250

CITY OF SEBASTIAN, FLORIDA 2022/2023 ANNUAL BUDGET

CAPITAL OUTLAY SCHEDULE

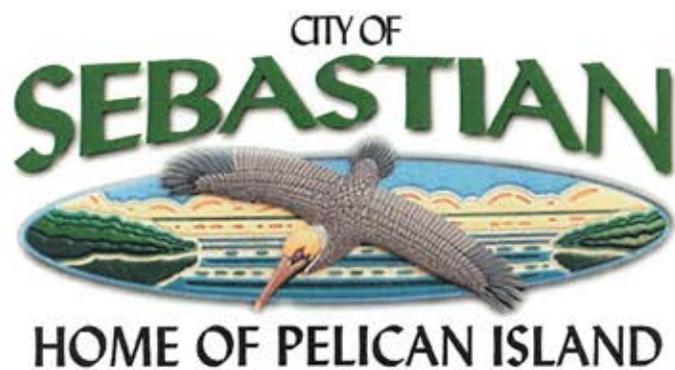
MANAGEMENT INFORMATION SERVICES - TO BE FUNDED BY DISCRETIONARY SALES TAX						
<u>DESCRIPTION</u>	<u>EXPENDITURES PER FISCAL YEAR</u>					
	<u>2022/23</u>	<u>2023/24</u>	<u>2024/25</u>	<u>2025/26</u>	<u>2026-27</u>	<u>TOTAL</u>
VxRail Server/Host Update	\$ 43,195	\$ 43,195	\$ 45,355	\$ 45,355	\$ 45,355	\$ 222,455
Citywide Computers	35,000	45,000	35,000	45,000	35,000	195,000
COSTv Equipment	15,000	15,000	15,000	15,000	15,000	75,000
Network Infrastructure	30,000	30,000	30,000	30,000	30,000	150,000
Backup System Update	40,000	-	-	-	-	40,000
Security Cameras at Parks	28,700	10,000	10,000	10,000	10,000	68,700
Core and Remote Switches	-	25,000	25,000	-	-	50,000
Total	\$ 191,895	\$ 168,195	\$ 160,355	\$ 145,355	\$ 135,355	\$ 801,155

CITY OF SEBASTIAN, FLORIDA 2022/2023 ANNUAL BUDGET

MANAGEMENT INFORMATION SYSTEMS

Code: 010021

Account Number	Description	FY 18/19 Actual	FY 19/20 Actual	FY 20/21 Actual	Amended FY 21/22 Budget	FY 21/22 Projected	FY 22/23 Budget
PERSONAL SERVICES							
511200	Regular Salaries	226,891	257,337	261,640	314,679	295,000	325,000
511300	Temporary Salaries	9,770	0	0	0	0	0
511400	Overtime	6,037	3,805	490	500	750	500
512100	FICA Taxes	17,702	18,759	19,196	24,035	21,900	24,900
512225	Deferred Compensation	18,939	21,120	21,219	25,257	23,500	25,853
512301	Group Health Insurance Premium	34,150	44,307	43,924	59,584	48,550	60,371
512309	Employee Assistance Program	58	63	63	79	70	79
512400	Worker's Comp Insurance	551	483	485	528	480	547
TOTAL PERSONAL SERVICES		314,098	345,874	347,018	424,662	390,250	437,250
OPERATING EXPENDITURES							
533120	Consultants	15,202	0	0	0	0	0
533400	Other Contractual Services	0	34,685	0	12,185	0	0
534000	Travel and Per Diem	825	0	0	750	0	1,200
534105	Cellular Phone	1,766	2,291	3,711	2,400	2,910	2,715
534110	Internet Access	17,643	23,129	25,245	27,979	20,000	49,960
534120	Postage	74	8	0	100	5	0
534130	Express Mail	63	0	74	150	0	150
534420	Equipment Leases	68	178	214	216	215	215
534630	R & M - Office Equipment	69,134	80,333	98,905	92,783	105,000	117,900
534640	R & M-Operating Equipment	0	0	0	0	0	0
535200	Departmental Supplies	1,346	1,214	684	0	550	0
535210	Computer Supplies	10,424	9,149	11,592	9,050	10,000	7,000
535230	Small Tools and Equipment	0	317	67	250	500	850
535410	Dues and Memberships	5,566	10,563	22,579	23,115	30,000	95,000
535420	Books and Publications	0	0	0	100	0	100
535450	Training and Education	4,200	1,999	3,240	3,940	3,940	5,200
TOTAL OPERATING EXPENDITURES		126,311	163,865	166,312	173,018	173,120	280,290
CAPITAL OUTLAY							
606400	Vehicles and Equipment	24,320	2,011	0	0	0	0
TOTAL CAPITAL OUTLAY		24,320	2,011	0	0	0	0
TOTAL MANAGEMENT INFORMATION SYSTEMS DIVISION		464,729	511,750	513,329	597,680	563,370	717,540



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CITY OF SEBASTIAN, FLORIDA 2022/2023 ANNUAL BUDGET

POLICE DEPARTMENT CONSOLIDATED BUDGET FOR ALL DIVISIONS AND UNITS

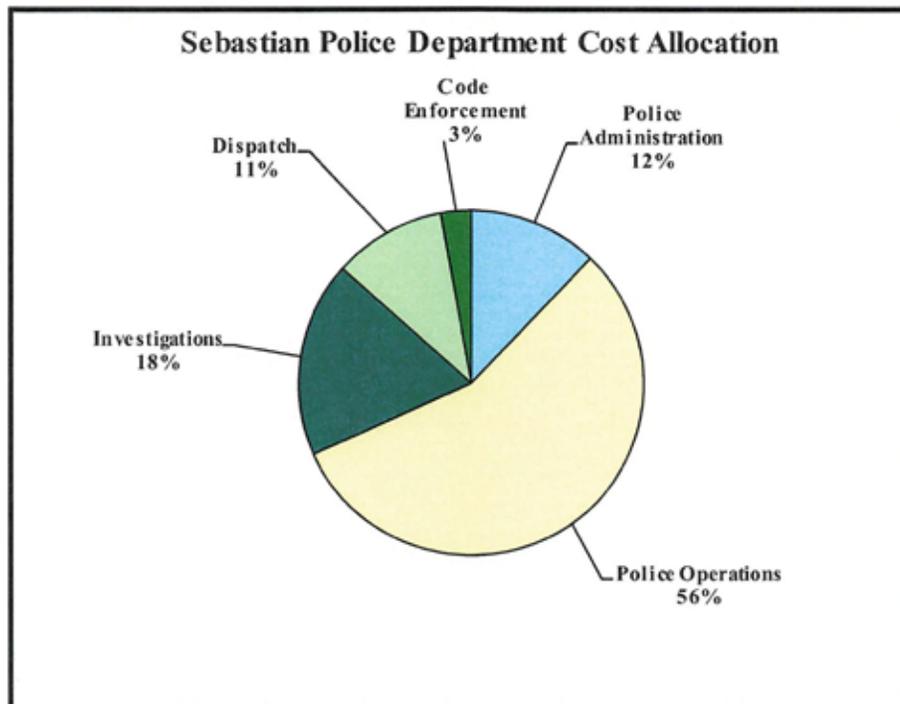
The Fiscal Year 2022-2023 adopted budget for the Police Department as a whole is \$ 7,101,785. This compares to the 2021-2022 projected expenditures of \$ 6,564,469, an increase of \$ 537,316, or 8.2%.

	FY 18/19	FY 19/20	FY 20/21	Amended FY 21/22	Projected FY 21/22	FY 22/23	
	Actual	Actual	Actual	Budget	Expenditures	Budget	Difference
Personal Services	\$ 5,461,741	\$ 5,716,160	\$ 5,740,985	\$ 6,040,195	\$ 5,794,845	\$ 6,346,480	\$ 551,635
Operating Expenses	568,865	553,232	571,530	667,683	661,009	664,755	3,746
Capital Outlay	59,224	146,560	42,177	108,615	108,615	90,550	(18,065)
Total	\$ 6,089,830	\$ 6,415,952	\$ 6,354,693	\$ 6,816,493	\$ 6,564,469	\$ 7,101,785	\$ 537,316

Fiscal Year 2022-23 Adopted Budget:

Major Current Level Changes from Fiscal Year 2021-22 Projected Expenditures:

	Difference
1. Personal Services - Increase due to three new positions, minimum pay rate adjustments, and having positions full all year.	\$ 551,635
2. Operating Expenses - Increase due primarily to higher fuel costs and additional training.	\$ 3,746
3. Capital Outlay - Decrease due to larger equipment purchases in prior year, including a replacement vehicle.	\$ (18,065)



CITY OF SEBASTIAN, FLORIDA 2022/2023 ANNUAL BUDGET

CONSOLIDATED POLICE DEPARTMENT

	FY 18/19 <u>Actual</u>	FY 19/20 <u>Actual</u>	FY 20/21 <u>Actual</u>	FY 21/22 <u>Budget</u>	FY 21/22 <u>Projected</u>	FY 22/23 <u>Budget</u>
POLICE ADMINISTRATION						
PERSONAL SERVICES	\$ 919,091	\$ 1,064,435	\$ 895,521	\$ 809,340	\$ 751,220	\$ 744,830
OPERATING EXPENDITURES	133,314	160,747	125,109	147,878	147,180	113,770
CAPITAL OUTLAY	-	38,694	-	7,500	7,500	-
TOTAL	\$ 1,052,404	\$ 1,263,875	\$ 1,020,630	\$ 964,718	\$ 905,900	\$ 858,600
POLICE OPERATIONS						
PERSONAL SERVICES	\$ 3,100,165	\$ 3,029,232	\$ 3,153,248	\$ 3,363,746	\$ 3,260,955	\$ 3,560,240
OPERATING EXPENDITURES	290,787	245,672	275,264	328,870	329,220	354,760
CAPITAL OUTLAY	21,778	33,487	32,677	91,978	91,978	77,550
TOTAL	\$ 3,412,730	\$ 3,308,391	\$ 3,461,189	\$ 3,784,594	\$ 3,682,153	\$ 3,992,550
POLICE INVESTIGATIONS						
PERSONAL SERVICES	\$ 664,952	\$ 878,785	\$ 954,685	\$ 1,027,745	\$ 1,028,155	\$ 1,128,765
OPERATING EXPENDITURES	115,848	123,458	143,558	153,023	153,920	158,440
CAPITAL OUTLAY	37,446	74,379	9,500	9,137	9,137	13,000
TOTAL	\$ 818,247	\$ 1,076,622	\$ 1,107,742	\$ 1,189,905	\$ 1,191,212	\$ 1,300,205
POLICE DISPATCH						
PERSONAL SERVICES	\$ 611,731	\$ 573,959	\$ 566,550	\$ 659,748	\$ 586,735	\$ 731,335
OPERATING EXPENDITURES	10,307	8,886	10,955	16,305	14,695	16,995
CAPITAL OUTLAY	-	-	-	-	-	-
TOTAL	\$ 622,038	\$ 582,845	\$ 577,505	\$ 676,053	\$ 601,430	\$ 748,330
POLICE CODE ENFORCEMENT						
PERSONAL SERVICES	\$ 165,801	\$ 169,750	\$ 170,981	\$ 179,616	\$ 167,780	\$ 181,310
OPERATING EXPENDITURES	18,610	14,469	16,645	21,607	15,994	20,790
CAPITAL OUTLAY	-	-	-	-	-	-
TOTAL	\$ 184,410	\$ 184,219	\$ 187,626	\$ 201,223	\$ 183,774	\$ 202,100
TOTALS						
PERSONAL SERVICES	\$ 5,461,741	\$ 5,716,160	\$ 5,740,985	\$ 6,040,195	\$ 5,794,845	\$ 6,346,480
OPERATING EXPENDITURES	568,865	553,232	571,530	667,683	661,009	664,755
CAPITAL OUTLAY	59,224	146,560	42,177	108,615	108,615	90,550
TOTAL	\$ 6,089,830	\$ 6,415,952	\$ 6,354,693	\$ 6,816,493	\$ 6,564,469	\$ 7,101,785

CITY OF SEBASTIAN, FLORIDA 2022/2023 ANNUAL BUDGET

POLICE ADMINISTRATION

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

FISCAL YEAR 2022 ACCOMPLISHMENTS

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

FISCAL YEAR 2023 GOALS AND OBJECTIVES

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

PERFORMANCE MEASURES

Performance Indicators	Actual 2018/2019	Actual 2019/2020	Actual 2020/2021	Projected 2021/2022	Projected 2022/2023
Civic meetings attended	125	145	80	130	145
Policies reviewed	136	125	80	125	125
Unit staff meetings attended	12	12	12	12	12
Senior staff meetings attended	24	40	36	40	36
Staff inspections performed	4	4	4	4	4
Computerized statistical reviews	12	12	12	12	12
Crime Prevention Information needs	43	25	35	40	40
Youth & Bike Safety Events	7	0	0	5	3
Community Events	67	10	10	50	50
Background Investigations	20	16	29	40	50
Training Assistance	16	8	15	15	20
Internal Investigations	6	1	4	6	6
Conduct 40 hrs of training for officers	43	43	43	43	43
Conduct training for civilian employees	55	36	40	50	50
Recruiting and promotional Activities	36	0	2	25	12
Number of citations processed	1078	958	795	1000	900
Number of warnings processed	3548	1392	1652	2000	1800
Number of reports processed	2382	2169	2165	2500	2400
Number of parking citations processed	30	44	17	50	40
Number of trespass warnings processed	162	205	212	200	250
Statistical reports completed	40	30	50	30	50

CITY OF SEBASTIAN, FLORIDA 2022/2023 ANNUAL BUDGET

POLICE ADMINISTRATION PROGRAM BUDGET DESCRIPTION

<i>STAFFING</i>		<i>NATURE OF ACTIVITY</i>
<i>21/22</i>	<i>22/23</i>	
36.00%	36.00%	General Management - Direct department, develop and expand citizen involvement and public education. Meet with civic groups, media, and other public and private groups. General administrative duties managing the department.
2.00%	2.00%	Professional Standards - Oversee all internal affairs investigations and conduct two staff inspections during the year. Oversee all background investigations. Insure that accreditation standards are followed and documented.
1.00%	1.00%	Staff Inspections
33.00%	33.00%	Records Management - Processing, distributing and entering incident reports, citations, warnings, parking tickets, trespass warnings, and other related records management for the Divisions of the Police Department.
23.00%	23.00%	Citizen Requests - Respond to citizen and agency requests for incident reports, accident reports, and local checks by fax, mail or phone. Providing officers with information when requested, signing for, processing and entering subpoenas. Providing records information to citizens in person or by phone.
4.00%	4.00%	Reporting - Provide FDLE with UCR reports, update UCR, prepare and provide statistics, update pin map.
1.00%	1.00%	Administrative - Mail correspondence to housewatch participants and to program donors, collect copy fees, signoff citation fees and alarm fees.
100.00%	100.00%	

POLICE ADMINISTRATION BUDGET SUMMARY

The Fiscal Year 2022-2023 adopted for Police Administration is \$ 858,600. This compares to the 2021-2022 projected expenditures of \$ 905,900 (excluding State Pension funds), a decrease of \$ 47,300, or -5.2%.

	FY 18/19		FY 19/20		FY 20/21		Amended	Projected	Difference
	Actual	Actual	Actual	Actual	Actual	Budget	Expenditures		
Personal Services	\$ 919,091	\$ 1,064,435	\$ 895,521	\$ 809,340	\$ 751,220	\$ 744,830	\$ (6,390)		
Operating Expenses	133,314	160,747	125,109	147,878	147,180	113,770	(33,410)		
Capital Outlay	-	38,694	-	7,500	7,500	-	(7,500)		
Total	\$ 1,052,404	\$ 1,263,875	\$ 1,020,630	\$ 964,718	\$ 905,900	\$ 858,600	\$ (47,300)		

Fiscal Year 2022-23 Adopted Budget:

Major Current Level Changes from Fiscal Year 2021-2022 Projected Expenditures:

	Difference
1. Personal Services - Decrease due to transfer of position to Investigations Division.	\$ (6,390)
2. Operating Expenses - Decrease due to flooring project completed in prior year and decreased telephone costs.	\$ (33,410)
3. Capital Outlay - Decrease due to no capital outlay requested this year.	\$ (7,500)

CITY OF SEBASTIAN, FLORIDA 2022/2023 ANNUAL BUDGET

PERSONAL SERVICES SCHEDULE

POLICE ADMINISTRATION		FULL TIME EQUIVALENTS				Projected	
<u>POSITION</u>	<u>PAY RANGE</u>	<u>Amended</u>				<u>Expenditure</u>	<u>Budget</u>
		<u>20/21</u>	<u>21/22</u>	<u>21/22</u>	<u>22/23</u>	<u>21/22</u>	<u>22/23</u>
Chief of Police	100,528 / 142,140	1.00	1.00	1.00	1.00	\$ 130,350	\$ 130,250
Deputy Chief of Police	79,628 / 112,616	1.00	1.00	1.00	1.00	122,365	117,500
Captain	73,610 / 109,336	1.00	1.00	1.00	1.00	91,350	91,000
Executive Assistant	44,825 / 78,443	0.00	0.00	0.00	1.00	-	47,500
Accreditation/Records Supervisor	42,690 / 72,439	1.00	1.00	1.00	1.00	39,275	42,750
Crime Analyst *	42,690 / 72,439	0.00	1.00	1.00	0.00	29,510	-
Administrative Assistant	33,449 / 55,478	1.00	1.00	1.00	0.00	45,700	-
Records Specialist II	36,877 / 55,478	1.00	1.00	1.00	1.00	37,700	38,750
Records Specialist I	33,449 / 47,856	1.00	1.00	1.00	1.00	23,100	33,500
Logistics Specialist P/T	\$ 13.89/hr - \$ 21.69/hr	0.50	0.50	0.50	0.50	13,250	14,500
		7.50	8.50	8.50	7.50		
		TOTAL SALARIES				\$ 532,600	\$ 515,750
* Position moved to Investigations Division in FY23		Overtime				2,000	1,000
		FICA Taxes				40,350	39,655
		Clothing Allowance				1,620	1,620
		Deferred Compensation				14,100	14,715
		Chapter 185 Pension				84,785	83,671
		Group Health Insurance Premium				64,450	75,560
		Employee Assistance Program				115	111
		Worker's Comp Insurance				11,200	12,748
		Total Personal Services				\$ 751,220	\$ 744,830

CITY OF SEBASTIAN, FLORIDA 2022/2023 ANNUAL BUDGET

POLICE ADMINISTRATION

Code: 010041

Account <u>Number</u>	<u>Description</u>	FY 18/19 <u>Actual</u>	FY 19/20 <u>Actual</u>	FY 20/21 <u>Actual</u>	Amended FY 21/22 <u>Budget</u>	FY 21/22 <u>Projected</u>	FY 22/23 <u>Budget</u>
PERSONAL SERVICES							
511200	Regular Salaries	500,453	615,613	486,059	566,330	532,600	515,750
511300	Temporary Salaries	22,659	0	0	0	0	0
511400	Overtime	472	1,155	52	500	2,000	1,000
512100	FICA Taxes	39,516	44,116	36,340	43,360	40,350	39,655
512215	Clothing Allowance	1,620	1,440	1,553	1,620	1,620	1,620
512225	Deferred Compensation	14,329	14,186	13,690	18,886	14,100	14,715
512250	Chapter 185 Retirement	73,733	111,794	79,344	84,784	84,785	83,671
512251	Chapter 185 State Shared Revenue	198,770	208,645	206,017	0	0	0
512301	Group Health Insurance Premium	53,907	51,269	58,658	81,700	64,450	75,560
512309	Employee Assistance Program	111	102	104	127	115	111
512400	Worker's Comp Insurance	13,521	16,115	13,704	12,033	11,200	12,748
TOTAL PERSONAL SERVICES		919,091	1,064,435	895,521	809,340	751,220	744,830
OPERATING EXPENDITURES							
533100	Professional Services	600	3,856	1,200	600	600	5,000
533400	Other Contractual Services	25	25	25	25	25	25
533500	Investigations	350	271	0	1,000	0	1,000
534000	Travel and Per Diem	8,060	1,610	3,123	6,000	3,000	6,000
534101	Telephone	7,286	5,795	9,328	9,480	12,050	0
534105	Cellular Telephone	1,885	1,649	1,614	1,920	1,580	1,045
534110	Internet Services	2,642	911	786	1,153	1,360	1,395
534120	Postage	1,643	1,400	668	1,500	960	1,500
534310	Electric	26,839	29,104	29,399	28,800	34,675	37,200
534320	Water/Sewer	2,795	2,942	3,058	3,050	3,290	3,300
534420	Equipment Leases	3,110	3,581	3,824	3,829	3,830	3,830
534500	Insurance	0	7,090	0	7,090	6,387	0
534610	R & M-Buildings	4,878	10,031	8,124	35,000	35,000	5,000
534620	R & M-Vehicles	543	1,073	1,188	750	130	750
534630	R & M - Office Equipment	46,725	48,578	44,343	19,616	19,004	18,335
534640	R & M-Operating Equipment	189	30	0	1,000	0	1,000
534650	R & M-Radio	0	0	0	100	0	100
534800	Promotional Activities	722	842	1,000	1,000	1,000	1,000
534820	Designated Expenditure (Greer Donation)	6,989	25,268	0	0	0	0
535200	Departmental Supplies	5,107	6,118	7,048	8,000	8,000	8,000
535210	Computer Supplies	147	877	284	800	412	800
535230	Small Tools and Equipment	0	0	890	1,000	600	1,000
535260	Gas and Oil	4,646	2,979	3,412	5,000	4,232	5,000
535270	Uniforms and Shoes	550	844	876	1,500	1,500	1,500
535275	Safety Equipment	0	0	0	100	0	100
535410	Dues and Memberships	3,090	3,138	2,395	3,565	3,545	3,890
535420	Books and Publications	215	0	0	1,000	1,000	1,000
535450	Training and Education	4,278	2,732	2,524	5,000	5,000	6,000
TOTAL OPERATING EXPENDITURES		133,314	160,747	125,109	147,878	147,180	113,770
CAPITAL OUTLAY							
606300	IOTB	0	0	0	7,500	7,500	0
606400	Vehicles and Equipment	0	19,694	0	0	0	0
606405	Vehicles and Equipment (Designated Funds)	0	19,000	0	0	0	0
TOTAL CAPITAL OUTLAY		0	38,694	0	7,500	7,500	0
TOTAL POLICE ADMINISTRATION		1,052,404	1,263,875	1,020,630	964,718	905,900	858,600

CITY OF SEBASTIAN, FLORIDA 2022/2023 ANNUAL BUDGET

POLICE OPERATIONS DIVISION

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

FISCAL YEAR 2022 ACCOMPLISHMENTS

- ✓ Provided the citizens with high quality customer service
- ✓ Ensuing the COVID-19 restrictions, the COPE unit resumed it's normal event schedule
- ✓ Increased the number of natural resource patrols and checks
- ✓ Increased focus on in-house leadership, mentoring, and succession planning training

FISCAL YEAR 2023 GOALS AND OBJECTIVES

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

PERFORMANCE MEASURES

Performance Indicators	Actual 2018/2019	Actual 2019/2020	Actual 2020/2021	Projected 2021/2022	Projected 2022/2023
Calls for Service	33,427	27,229	21,089	40,000	35,000
Officer Initiated Activity	20,591	17,342	11,670	20,000	15,000
Traffic Stops	5,036	3,305	2,775	4,000	4,000
Written Warnings Traffic Stops	3,728	2,005	1,572	3,500	3,000
Citations (Traffic Stops)			758	800	1,000
Traffic Enforcement	2,045	2,589	1,459	2,500	2,500
Parking Enforcement	121	32	17	100	50
Alarms	565	592	548	60	575
Adult Arrests	545	359	325	450	350
Juvenile Arrests	30	21	23	25	25
Buckle up and DUI enforcement waves	1	1	1	2	4
K-9 usage reports	26	29	32	30	35
K-9 searches			78	80	80
Marine and Natural Resource Citizen Contacts			40	40	100

CITY OF SEBASTIAN, FLORIDA 2022/2023 ANNUAL BUDGET

POLICE OPERATIONS DIVISION PROGRAM BUDGET DESCRIPTION

STAFFING		NATURE OF ACTIVITY
21/22	22/23	
40.00%	40.00%	<u>Calls for Service</u> - respond to calls for service.
18.00%	18.00%	<u>Traffic Stops and Citations</u> - Conduct traffic stops and issue citations and warnings.
15.00%	15.00%	<u>Investigations</u> - Conduct vehicle crash investigations.
2.00%	2.00%	<u>Criminal Transportation</u> - Transport arrested adults and juveniles to respective detention facilities.
4.00%	4.00%	<u>Training and Professional Development</u> - Provide a minimum of 40 hours of training to all members of the division.
12.00%	12.00%	<u>Patrol and Crime Prevention</u> - Maintain patrol logs and direct patrols to reduce opportunistic crimes. Monitor traffic to direct traffic enforcement strategies. Plan and participate in task force operations.
4.00%	4.00%	<u>K-9 Unit</u> - Responsible for directed patrol and request for officer assists.
4.00%	4.00%	<u>Motorcycle/Traffic Unit</u> - Criminal and non-criminal traffic law enforcement and accident investigations
1.00%	1.00%	<u>Marine Unit</u> - Patrol waterways, enforce marine laws and perform water rescues.
100.00%	100.00%	

POLICE OPERATIONS DIVISION BUDGET SUMMARY

The Fiscal Year 2022-2023 adopted budget for Police Operations Division is \$ 3,992,550. This compares to the 2021-2022 projected expenditures of \$ 3,682,153, an increase of \$ 310,397, or 8.43%.

	FY 18/19	FY 19/20	FY 20/21	Amended FY 21/22	Projected FY 21/22	FY 22/23	Difference
	Actual	Actual	Actual	Budget	Expenditures	Budget	
Personal Services	\$ 3,100,165	\$ 3,029,232	\$ 3,153,248	\$ 3,363,746	\$ 3,260,955	\$ 3,560,240	\$ 299,285
Operating Expenses	290,787	245,672	275,264	328,870	329,220	354,760	25,540
Capital Outlay	21,778	33,487	32,677	91,978	91,978	77,550	(14,428)
Total	\$ 3,412,730	\$ 3,308,391	\$ 3,461,189	\$ 3,784,594	\$ 3,682,153	\$ 3,992,550	\$ 310,397

Fiscal Year 2022-23 Adopted Budget:

Major Current Level Changes from Fiscal Year 2021-22 Projected Expenditures:	Difference
1. Personal Services - Increase due to three new positions, having positions full all year, and minimum pay rate adjustments.	\$ 299,285
2. Operating Expenses - Increase due to anticipated increase in cost of fuel, uniforms, and increased training.	\$ 25,540
3. Capital Outlay - Decrease due to replacement vehicle purchase in prior year.	\$ (14,428)

CITY OF SEBASTIAN, FLORIDA 2022/2023 ANNUAL BUDGET

PERSONAL SERVICES SCHEDULE

POLICE OPERATIONS DIVISION		FULL TIME EQUIVALENTS				Projected	Budget
<u>POSITION</u>	<u>PAY</u>	<u>Amended</u>				<u>Expenditure</u>	<u>Budget</u>
	<u>RANGE</u>	<u>20/21</u>	<u>21/22</u>	<u>21/22</u>	<u>22/23</u>	<u>21/22</u>	<u>22/23</u>
Lieutenant	64,009 / 103,060	1.00	1.00	1.00	1.00	85,950	85,750
Sergeant	55,660 / 90,234	5.00	5.00	5.00	5.00	370,000	380,750
Officer	46,000 / 71,348	26.00	26.00	26.00	29.00	1,409,050	1,577,000
Crossing Guards (Temp) *	\$ 12.60/hr - \$ 22.53/hr	0.00	5.00	5.00	5.00	46,000	47,500
		32.00	37.00	37.00	40.00		
		TOTAL SALARIES				\$ 1,911,000	\$ 2,091,000
* Positions transferred from		Overtime				240,000	240,000
Investigations Division in FY22.		FICA Taxes				165,780	179,770
		Clothing Allowance				16,175	18,900
		Chapter 185 Retirement				534,585	522,922
		Group Health Insurance Premium				325,078	421,279
		Employee Assistance Program				477	554
		Worker's Comp Insurance				67,860	85,815
		Total Personal Services				\$ 3,260,955	\$ 3,560,240

CAPITAL OUTLAY SCHEDULE

POLICE OPERATIONS DIVISION - TO BE FUNDED BY GENERAL FUND						
<u>Description</u>	EXPENDITURES PER FISCAL YEAR					
	<u>2022/23</u>	<u>2023/24</u>	<u>2024/25</u>	<u>2025/26</u>	<u>2026/27</u>	<u>TOTAL</u>
Thermal drone	\$ 17,300	\$ -	\$ -	\$ -	\$ -	\$ 17,300
Thermal drone software and cloud storage	4,750	4,000	4,000	-	-	12,750
License Plate Readers (4)	14,500	-	-	-	-	14,500
Tasers (8)	13,510	8,500	8,500	8,500	8,500	47,510
Handheld Mobile Radios (3)	4,890	-	-	-	-	4,890
Handheld LIDAR Units (2)	5,500	5,500	-	-	-	11,000
Night Vision Gear (2)	6,000	3,000	4,500	-	-	13,500
SRT Helmets (3)	3,600	-	4,000	-	-	7,600
Ballistic Shields (10)	-	-	10,000	-	-	10,000
COPE Trailer Wrap	5,000	-	-	-	-	5,000
Utility Transport Trailer	2,500	-	-	-	-	2,500
	\$ 77,550	\$ 21,000	\$ 31,000	\$ 8,500	\$ 8,500	\$ 146,550

POLICE OPERATIONS DIVISION - TO BE FUNDED BY DISCRETIONARY SALES TAX						
<u>Description</u>	EXPENDITURES PER FISCAL YEAR					
	<u>2022/23</u>	<u>2023/24</u>	<u>2024/25</u>	<u>2025/26</u>	<u>2026/27</u>	<u>TOTAL</u>
Police Vehicles w/equipment	\$ 512,200	\$ 333,060	\$ 349,713	\$ 367,199	\$ 385,559	\$ 1,947,731
Vehicle/Body Cameras	88,183	88,183	88,183	92,592	92,592	449,733
CAD/RMS System Update	60,775	60,775	60,775	60,775	60,775	303,875
Road Patrol Armored Vehicle	310,000	-	-	-	-	310,000
	\$ 971,158	\$ 482,018	\$ 498,671	\$ 520,566	\$ 538,926	\$ 3,011,339

CITY OF SEBASTIAN, FLORIDA 2022/2023 ANNUAL BUDGET

POLICE OPERATIONS

Code: 010043

Account <u>Number</u>	<u>Description</u>	<u>FY 18/19</u> <u>Actual</u>	<u>FY 19/20</u> <u>Actual</u>	<u>FY 20/21</u> <u>Actual</u>	<u>Amended</u> <u>FY 21/22</u> <u>Budget</u>	<u>FY 21/22</u> <u>Projected</u>	<u>FY 22/23</u> <u>Budget</u>
PERSONAL SERVICES							
511200	Regular Salaries	1,858,645	1,795,423	1,865,232	1,930,114	1,865,000	2,043,500
511300	Temporary Salaries	0	0	0	47,087	46,000	47,500
511400	Overtime	267,264	219,771	246,006	240,000	240,000	240,000
512100	FICA Taxes	158,556	151,133	157,006	170,448	165,780	179,770
512215	Clothing Allowance	17,573	17,653	16,248	17,280	16,175	18,900
512250	Chapter 185 Retirement	417,075	469,703	485,370	534,585	534,585	522,922
512301	Group Health Insurance Premium	307,803	312,622	312,778	348,613	325,078	421,279
512309	Employee Assistance Program	528	500	484	507	477	554
512400	Worker's Comp Insurance	72,722	62,427	70,124	75,112	67,860	85,815
TOTAL PERSONAL SERVICES		3,100,165	3,029,232	3,153,248	3,363,746	3,260,955	3,560,240
OPERATING EXPENDITURES							
533400	Other Contractual Services	4,844	0	0	0	0	0
533500	Investigations	0	(293)	0	0	0	0
534000	Travel and Per Diem	4,258	2,958	6,521	8,000	8,000	8,000
534105	Cellular Telephone	7,044	6,704	6,510	7,200	6,575	6,600
534110	Internet Access	15,422	14,266	14,974	15,636	15,235	16,680
534120	Postage	222	83	0	100	50	50
534130	Express Mail Charges	201	368	282	150	180	200
534420	Equipment Leases	1,099	837	760	769	770	770
534620	R & M -Vehicles	59,931	48,819	54,777	51,517	50,000	50,000
534630	R & M - Office Equipment	1,366	1,248	9,577	8,890	8,890	8,500
534640	R & M-Operating Equipment	8,480	7,177	5,918	11,483	6,000	6,500
534650	R & M-Radio	1,033	1,379	570	1,000	1,000	1,000
534800	Promotional Activities	557	500	499	500	500	1,000
534810	K-9 Expenditures	3,128	4,729	5,790	5,000	5,000	5,000
535200	Departmental Supplies	36,468	31,022	33,943	49,049	49,000	50,160
535210	Computer Supplies	128	94	300	250	399	300
535230	Small Tools and Equipment	9,897	25,718	13,274	4,489	5,784	4,000
535260	Gas and Oil	99,128	75,029	82,278	100,000	107,000	110,000
535270	Uniforms and Shoes	21,088	19,051	23,045	41,712	41,712	57,900
535275	Safety Equipment	888	604	4,134	4,900	4,900	6,350
535410	Dues and Memberships	860	615	1,070	3,225	3,225	1,650
535420	Books and Publications	1,500	314	2,429	1,000	1,000	1,000
535450	Training and Education	13,245	4,448	8,613	14,000	14,000	19,100
TOTAL OPERATING EXPENDITURES		290,787	245,672	275,264	328,870	329,220	354,760
CAPITAL OUTLAY							
606400	Vehicles and Equipment	21,778	33,487	32,677	91,978	91,978	77,550
TOTAL CAPITAL OUTLAY		21,778	33,487	32,677	91,978	91,978	77,550
TOTAL POLICE OPERATIONS DIVISION		3,412,730	3,308,391	3,461,189	3,784,594	3,682,153	3,992,550

CITY OF SEBASTIAN, FLORIDA 2022/2023 ANNUAL BUDGET

POLICE INVESTIGATIONS DIVISION

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

FISCAL YEAR 2022 ACCOMPLISHMENTS

- ✓ Updated old equipment and added new equipment to assist with various types of investigations
- ✓ Continued to utilize resources to assist investigators in solving and preventing crimes
- ✓ Purged property and evidence in accordance with state law
- ✓ Provided continual training in order to maintain certifications and enhance experience levels

FISCAL YEAR 2023 GOALS AND OBJECTIVES

- Continue to add new equipment to assist with various types of investigations
- Continue to utilize resources to assist investigators in solving and preventing crimes
- Purge property and evidence in accordance with state law
- Provide continual training in order to maintain certifications and enhance experience levels
- Provide professional investigative services to the victims of crimes

PERFORMANCE MEASURES

Performance Indicators	Actual 2018/2019	Actual 2019/2020	Actual 2020/2021	Projected 2021/2022	Projected 2022/2023
Burglary Investigations	97	88	90	90	90
Assault Investigations	152	194	203	190	195
Sexual Assault Investigations	9	12	18	10	15
Vehicle Theft Investigation	19	40	24	20	30
Robbery Investigations	3	3	6	5	5
Larceny Investigations	537	267	194	300	250
Murder/Attempted Murder Investigations	0	0	1	0	0

CITY OF SEBASTIAN, FLORIDA 2022/2023 ANNUAL BUDGET

POLICE INVESTIGATIONS DIVISION PROGRAM BUDGET DESCRIPTION

<i>STAFFING</i>		<i>NATURE OF ACTIVITY</i>
<i>21/22</i>	<i>22/23</i>	
50.00%	50.00%	<u>Investigations</u> - Investigate reported criminal offenses, complete reports on same, conduct interviews, review and assist in the prosecution of suspects.
14.00%	14.00%	<u>On Scene Investigations</u> - Perform on-scene investigations and process crime scenes.
9.00%	9.00%	<u>Court Assistance</u> - Obtaining warrants, State Attorney's Office depositions and appear in court.
10.00%	10.00%	<u>Investigations Assistance</u> - Assist Uniform Division and other agencies with investigations.
10.00%	10.00%	<u>Training and Professional Development</u> .
2.00%	2.00%	<u>Community Meetings/Community Policing</u>
5.00%	5.00%	<u>Backgrounds</u>
100.00%	100.00%	

POLICE INVESTIGATIONS DIVISION BUDGET SUMMARY

The Fiscal Year 2022-23 adopted budget for Police Investigations is \$ 1,300,205. This compares to the 2021-2022 projected expenditures of \$ 1,191,212, an increase of \$ 108,993 or 9.1%.

	FY 18/19	FY 19/20	FY 20/21	Amended FY 21/22	Projected FY 21/22	FY 22/23	Difference
	Actual	Actual	Actual	Budget	Expenditures	Budget	
Personal Services	\$ 664,952	\$ 878,785	\$ 954,685	\$ 1,027,745	\$ 1,028,155	\$ 1,128,765	\$ 100,610
Operating Expenses	115,848	123,458	143,558	153,023	153,920	158,440	4,520
Capital Outlay	37,446	74,379	9,500	9,137	9,137	13,000	3,863
Total	\$ 818,247	\$ 1,076,622	\$ 1,107,742	\$ 1,189,905	\$ 1,191,212	\$ 1,300,205	\$ 108,993

Fiscal Year 2022-23 Adopted Budget:

Major Current Level Changes from Fiscal Year 2021-22 Projected Expenditures:

	Difference
1. Personal Services - Increase due to transfer in of a position, longevity increases, and having positions full all year.	\$ 100,610
2. Operating Expenses - Increase due to anticipated increase in crime lab usage costs.	\$ 4,520
3. Capital Outlay - Increase due to additional new equipment requested.	\$ 3,863

CITY OF SEBASTIAN, FLORIDA 2022/2023 ANNUAL BUDGET

PERSONAL SERVICES SCHEDULE

POLICE INVESTIGATIONS DIVISION							
<u>POSITION</u>	<u>PAY RANGE</u>	<u>FULL TIME EQUIVALENTS</u>				<u>Projected</u>	
		<u>Amended</u>				<u>Expenditure</u>	<u>Budget</u>
		<u>20/21</u>	<u>21/22</u>	<u>21/22</u>	<u>22/23</u>	<u>21/22</u>	<u>22/23</u>
Lieutenant	64,009 / 103,060	1.00	1.00	1.00	1.00	\$ 104,100	\$ 109,000
Sergeant	55,660 / 90,234	1.00	1.00	2.00	2.00	161,900	166,000
Investigator	46,000 / 71,348	6.00	6.00	5.00	5.00	306,500	317,925
Crime Scene/Evidence Supervisor	47,066 / 84,651	1.00	1.00	1.00	1.00	50,950	47,250
Crime Analyst *	42,690 / 72,439	0.00	0.00	0.00	1.00	-	42,750
Evidence Technician P/T	\$ 18.62/hr - \$ 29.15/hr	0.50	0.50	0.50	0.50	21,000	23,250
Crossing Guards (Temp) **		5.00	0.00	0.00	0.00	-	-
		14.50	9.50	9.50	10.50		
		TOTAL SALARIES				\$ 644,450	\$ 706,175
						44,000	48,000
* Position transferred from						52,250	58,536
Admin Division in FY23						11,155	10,970
						5,125	8,674
** Positions transferred to						151,762	157,073
Operations Division in FY22.						98,050	112,962
						143	158
						21,220	26,217
						<u>\$ 1,028,155</u>	<u>\$ 1,128,765</u>

CAPITAL OUTLAY SCHEDULE

POLICE INVESTIGATIONS DIVISION - FUNDED BY GENERAL FUND						
<u>Description</u>	<u>EXPENDITURES PER FISCAL YEAR</u>					
	<u>2022/23</u>	<u>2023/24</u>	<u>2024/25</u>	<u>2025/26</u>	<u>2026/27</u>	<u>TOTAL</u>
Video/Audio Recorder	\$ 9,000	\$ -	\$ -	\$ -	\$ -	\$ 9,000
Outdoor Ready Network Camera	3,000	-	-	-	-	3,000
Indoor/Outdoor Network Camera	1,000	-	-	-	-	1,000
	<u>\$ 13,000</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 13,000</u>

CITY OF SEBASTIAN, FLORIDA 2022/2023 ANNUAL BUDGET

POLICE INVESTIGATIONS DIVISION

Code: 010047

Account Number	Description	FY 18/19 Actual	FY 19/20 Actual	FY 20/21 Actual	Amended FY 21/22 Budget	FY 21/22 Projected	FY 22/23 Budget
PERSONAL SERVICES							
511200	Regular Salaries	376,797	528,843	580,810	648,456	644,450	706,175
511300	Temporary Salaries	43,308	30,504	43,236	0	0	0
511400	Overtime	39,755	43,926	42,458	44,000	44,000	48,000
512100	FICA Taxes	35,090	45,821	51,042	53,691	52,250	58,536
512215	Clothing Allowance	7,848	9,735	10,888	11,240	11,155	10,970
512225	Deferred Compensation	4,109	4,310	4,707	5,075	5,125	8,674
512250	Chapter 185 Retirement	84,427	118,638	121,236	151,762	151,762	157,073
512301	Group Health Insurance Premium	55,655	77,393	77,688	89,889	98,050	112,962
512309	Employee Assistance Program	95	143	140	143	143	158
512400	Worker's Comp Insurance	17,869	19,472	22,479	23,489	21,220	26,217
TOTAL PERSONAL SERVICES		664,952	878,785	954,685	1,027,745	1,028,155	1,128,765
OPERATING EXPENDITURES							
533100	Professional Services	72,749	80,668	84,649	77,766	77,766	79,179
533500	Investigations	780	534	(24)	800	800	2,000
534000	Travel and Per Diem	5,652	4,091	4,528	8,500	8,500	8,500
534105	Cellular Telephone	3,581	4,052	3,791	4,320	3,575	3,600
534110	Internet Access	3,173	3,933	3,843	4,140	4,250	4,260
534115	On-line Services	1,704	1,747	1,800	1,900	1,855	1,910
534120	Postage	143	26	0	250	250	250
534130	Express Mail Charges	0	184	49	300	300	300
534400	Rent/Leases	0	576	576	576	576	576
534420	Equipment Leases	497	416	374	375	375	375
534620	R & M-Vehicles	5,944	1,790	6,983	5,000	5,000	5,000
534630	R & M - Office Equipment	1,252	1,554	4,977	11,600	13,000	12,100
534640	R & M-Operating Equipment	0	0	1,239	2,000	2,000	3,000
534650	R & M-Radio	0	0	29	200	200	200
534800	Promotional Activities	154	216	300	300	373	400
534920	Legal Ads	317	293	0	750	750	750
535200	Departmental Supplies	2,506	3,549	3,659	5,140	5,000	5,000
535210	Computer Supplies	90	957	4,335	1,000	1,000	1,000
535230	Small Tools and Equipment	0	2,406	4,156	1,556	800	800
535260	Gas and Oil	9,530	8,651	7,793	12,000	13,000	14,000
535270	Uniforms and Shoes	618	128	851	1,500	1,500	1,500
535275	Safety Equipment	293	435	450	750	750	800
535410	Dues and Memberships	470	355	625	1,100	1,100	740
535420	Books and Publications	200	0	0	200	200	200
535450	Training and Education	6,197	6,896	8,574	11,000	11,000	12,000
TOTAL OPERATING EXPENDITURES		115,848	123,458	143,558	153,023	153,920	158,440
CAPITAL OUTLAY							
606300	IOTB	0	0	0	4,000	4,000	0
606400	Vehicles and Equipment	37,446	74,379	9,500	5,137	5,137	13,000
TOTAL CAPITAL OUTLAY		37,446	74,379	9,500	9,137	9,137	13,000
TOTAL POLICE INVESTIGATIONS DIVISION		818,247	1,076,622	1,107,742	1,189,905	1,191,212	1,300,205

CITY OF SEBASTIAN, FLORIDA 2022/2023 ANNUAL BUDGET

POLICE DISPATCH UNIT

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

FISCAL YEAR 2022 ACCOMPLISHMENTS

- ✓ Maintained a high level of customer service while dealing with shift shortages due to absences as a result of COVID-19 and employee turnover
- ✓ Made improvements to the new-hire training program
- ✓ Added and trained one new dispatcher to the team

FISCAL YEAR 2023 GOALS AND OBJECTIVES

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

PERFORMANCE MEASURES

Performance Indicators	Actual 2018/2019	Actual 2019/2020	Actual 2020/2021	Projected 2021/2022	Projected 2022/2023
911 Calls Received	8888*	8,680	9,559	9,100	10,000
Code Violation Calls Received	9,239	14,431	4,845	15,000	10,000
Total Calls Received	51,209	55,105	59,690	58,000	62,000
Calls Per Dispatcher	5,689	6,122	7,086	7,000	7,500
Administrative Calls Handled	17801*	18,922	21,275	20,000	20,000

* System documenting issue caused the FY19 reported numbers to appear lower than they actually were

CITY OF SEBASTIAN, FLORIDA 2022/2023 ANNUAL BUDGET

POLICE DISPATCH UNIT PROGRAM BUDGET DESCRIPTION

<i>STAFFING</i>		<i>NATURE OF ACTIVITY</i>
<i>21/22</i>	<i>22/23</i>	
53.00%	53.00%	Dispatch - Receive and dispatch calls for police services, including felony in progress and emergency calls. Supply information to officers and callers. Record police action taken on calls for service.
29.00%	30.00%	Calls - Receive complaint calls from public and emergency 911 calls.
14.00%	14.00%	Information Retrieval - Check auto tags, VIN's, individuals, articles through the automated in-house records system and FCIC/NCIC systems. Send and receive LETS and fax messages.
2.00%	2.00%	Code Enforcement - Receive, document and dispatch code enforcement complaints.
2.00%	1.00%	Training and Professional Development.
100.00%	100.00%	

POLICE DISPATCH UNIT BUDGET SUMMARY

The Fiscal Year 2022-2023 adopted budget for Police Dispatch is \$ 748,330. This compares to the 2021-2022 projected expenditures of \$ 601,430, an increase of \$ 146,900, or 24.4%.

	FY 18/19	FY 19/20	FY 20/21	Amended FY 21/22	Projected FY 21/22	FY 22/23	
	Actual	Actual	Actual	Budget	Expenditures	Budget	Difference
Personal Services	\$ 611,731	\$ 573,959	\$ 566,550	\$ 659,748	\$ 586,735	\$ 731,335	\$ 144,600
Operating Expenses	10,307	8,886	10,955	16,305	14,695	16,995	2,300
Capital Outlay	-	-	-	-	-	-	-
Total	\$ 622,038	\$ 582,845	\$ 577,505	\$ 676,053	\$ 601,430	\$ 748,330	\$ 146,900

Fiscal Year 2022-23 Adopted Budget:

Major Current Level Changes from Fiscal Year 2021-22 Projected Expenditures:

	Difference
1. Personal Services - Increase due to minimum pay rate adjustments and having positions full all year.	\$ 144,600
2. Operating Expenses - Increase due primarily to additional training.	\$ 2,300
3. Capital Outlay - No change.	\$ -

CITY OF SEBASTIAN, FLORIDA 2022/2023 ANNUAL BUDGET

PERSONAL SERVICES SCHEDULE

POLICE DISPATCH UNIT

<u>POSITION</u>	<u>PAY RANGE</u>	<u>FULL TIME EQUIVALENTS</u>				<u>Projected</u>	<u>Budget</u>
		<u>Amended</u>				<u>Expenditure</u>	<u>Budget</u>
		<u>20/21</u>	<u>21/22</u>	<u>21/22</u>	<u>22/23</u>	<u>21/22</u>	<u>22/23</u>
911 Emergency Dispatch Supervisor	54,485 / 72,439	1.00	1.00	1.00	1.00	\$ 76,250	\$ 72,750
911 Emergency Dispatch Assistant Supervisor	42,690 / 64,314	1.00	1.00	1.00	1.00	-	\$ 48,600
911 Emergency Dispatcher	38,721 / 55,478	8.00	8.00	8.00	8.00	298,750	364,450
		10.00	10.00	10.00	10.00		
		TOTAL SALARIES				\$ 375,000	\$ 485,800
						65,000	50,000
						33,600	40,990
						39,500	48,222
						72,750	105,265
						133	158
						752	900
						<u>\$ 586,735</u>	<u>\$ 731,335</u>

CITY OF SEBASTIAN, FLORIDA 2022/2023 ANNUAL BUDGET

POLICE DISPATCH UNIT

Code: 010049

Account Number	Description	FY 18/19 Actual	FY 19/20 Actual	FY 20/21 Actual	Amended FY 21/22 Budget	FY 21/22 Projected	FY 22/23 Budget
PERSONAL SERVICES							
511200	Regular Salaries	400,202	383,668	372,771	451,579	375,000	485,800
511400	Overtime	56,733	54,558	67,698	40,000	65,000	50,000
512100	FICA Taxes	33,591	32,652	32,982	37,399	33,600	40,990
512225	Deferred Compensation	40,239	36,685	35,668	44,000	39,500	48,222
512301	Group Health Insurance Premium	79,848	65,425	56,478	85,790	72,750	105,265
512309	Employee Assistance Program	150	132	111	158	133	158
512400	Worker's Comp Insurance	968	839	843	822	752	900
TOTAL PERSONAL SERVICES		611,731	573,959	566,550	659,748	586,735	731,335
OPERATING EXPENDITURES							
534000	Travel and Per Diem	1,411	0	0	2,000	500	2,000
534105	Cellular Telephone	464	501	450	360	450	0
534110	Internet Access	454	159	75	433	433	435
534420	Equipment Leases	995	1,556	1,803	1,811	1,811	1,815
534630	R & M-Office Equipment	1,267	1,155	1,044	1,120	1,120	1,000
534640	R & M-Operating Equipment	470	132	0	100	100	100
534650	R & M-Radios	242	0	88	200	200	200
534800	Promotional Activities	389	84	358	400	400	500
535200	Departmental Supplies	643	921	1,664	1,836	1,836	1,500
535210	Computer Supplies	363	1,664	1,543	200	200	200
535270	Uniforms	632	0	0	1,200	1,200	1,000
535275	Safety Equipment	0	0	0	100	100	100
535410	Dues and Memberships	331	339	345	345	345	345
535450	Training and Education	2,645	2,374	3,586	6,200	6,000	7,800
TOTAL OPERATING EXPENDITURES		10,307	8,886	10,955	16,305	14,695	16,995
CAPITAL OUTLAY							
606400	Vehicles and Equipment	0	0	0	0	0	0
TOTAL CAPITAL OUTLAY		0	0	0	0	0	0
TOTAL POLICE DISPATCH UNIT		622,038	582,845	577,505	676,053	601,430	748,330

CITY OF SEBASTIAN, FLORIDA 2022/2023 ANNUAL BUDGET

CODE ENFORCEMENT DIVISION

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

FISCAL YEAR 2022 ACCOMPLISHMENTS

- ✓ Continued a proactive approach to code violations, while striving for compliance
- ✓ Provided proactive and professional code enforcement services
- ✓ Educated the public on code enforcement concerns to improve quality of life
- ✓ Continued health safe practices for the COVID environment
- ✓ Investigated code violations with follow-ups, magistrate hearings, and abatements

FISCAL YEAR 2023 GOALS AND OBJECTIVES

- Provide professional code enforcement services
- Continue a proactive approach to code violations, while striving for compliance
- Continue an educational approach to enforcement
- Continue to reduce wasted time spent on calls increasing efficiency
- Continue to improve on health safe practices
- Improve on quick follow through of enforcement actions

PERFORMANCE MEASURES

Performance Indicators	Actual 2018/2019	Actual 2019/2020	Actual 2020/2021	Projected 2021/2022	Projected 2022/2023
Water Violations	94	41	1	60	30
Code Violations	2,325	2,387	2,029	2,400	2,200
Illegal Signs	520	310	367	400	400
Nuisance Abatement	417	376	481	450	450
Re-inspections	2,846	3,300	2,812	3,000	2,900
Property Inspections	533	486	651	500	550

PROGRAM BUDGET DESCRIPTION FOR THE CODE ENFORCEMENT DIVISION

<i>STAFFING</i>		<i>NATURE OF ACTIVITY</i>
<i>21/22</i>	<i>22/23</i>	
50.00%	50.00%	Citizen Complaints - Respond to complaints of city ordinance violations and self-initiate code compliance and enforcement.
30.00%	30.00%	Re-inspections - Follow up on notices of violations to ensure compliance.
3.00%	5.00%	Code Enforcement Board - Provide direct support to Code Enforcement Board for Code Enforcement hearings.
17.00%	15.00%	Documentation - To document complaints, as well as self-initiated actions, write reports and follow up letters and prepare documentation for Code Enforcement Board.
100.00%	100.00%	

CITY OF SEBASTIAN, FLORIDA 2022/2023 ANNUAL BUDGET

CODE ENFORCEMENT DIVISION BUDGET SUMMARY

The Fiscal Year 2022-2023 adopted budget for Code Enforcement is \$ 202,100. This compares to the 2021-2022 projected expenditures of \$ 183,774, an increase of \$ 18,326, or 10.0%.

	FY 18/19	FY 19/20	FY 20/21	Amended FY 21/22	Projected FY 21/22	FY 22/23	Difference
	Actual	Actual	Actual	Budget	Expenditures	Budget	
Personal Services	\$ 165,801	\$ 169,750	\$ 170,981	\$ 179,616	\$ 167,780	\$ 181,310	\$ 13,530
Operating Expenses	18,610	14,469	16,645	21,607	15,994	20,790	4,796
Capital Outlay	-	-	-	-	-	-	-
Total	\$ 184,410	\$ 184,219	\$ 187,626	\$ 201,223	\$ 183,774	\$ 202,100	\$ 18,326

Fiscal Year 2022-23 Adopted Budget:

Major Current Level Changes from Fiscal Year 2021-22 Projected Expenditures:	Difference
1. Personal Services - Increase due to having positions full all year.	\$ 13,530
2. Operating Expenditures - Increase due to postage rate increases, additional court filings, and additional supplies needed.	\$ 4,796
3. Capital Outlay - No change.	\$ -

PERSONAL SERVICES SCHEDULE

CODE ENFORCEMENT DIVISION

<u>POSITION</u>	<u>PAY RANGE</u>	FULL TIME EQUIVALENTS				Projected	
		<u>20/21</u>	<u>21/22</u>	Amended <u>21/22</u>	<u>22/23</u>	Expenditure <u>21/22</u>	Budget <u>22/23</u>
Code Enforcement Officer	35,121 / 58,857	2.00	2.00	2.00	2.00	\$ 95,400	\$ 95,000
Administrative Assistant	33,449 / 55,478	1.00	1.00	1.00	1.00	21,400	34,500
		3.00	3.00	3.00	3.00		
		TOTAL SALARIES				\$ 116,800	\$ 129,500
						1,800	1,800
						10,100	10,145
						1,320	1,320
						12,175	12,097
						23,240	23,781
						45	48
						2,300	2,619
						\$ 167,780	\$ 181,310

CITY OF SEBASTIAN, FLORIDA 2022/2023 ANNUAL BUDGET

CODE ENFORCEMENT DIVISION
Code: 010045

Account <u>Number</u> <u>Description</u>	FY 18/19 <u>Actual</u>	FY 19/20 <u>Actual</u>	FY 20/21 <u>Actual</u>	Amended FY 21/22 <u>Budget</u>	Projected FY 21/22 <u>Budget</u>	FY 22/23 <u>Budget</u>
PERSONAL SERVICES						
511200 Regular Salaries	117,074	118,532	125,818	133,219	116,800	129,500
511400 Overtime	31	1,636	2,409	1,800	1,800	1,800
512100 FICA Taxes	8,597	9,039	9,857	10,376	10,100	10,145
512215 Clothing Allowance	1,320	1,320	1,320	1,320	1,320	1,320
512225 Deferred Compensation	10,723	11,096	11,821	12,369	12,175	12,097
512301 Group Health Insurance Premium	25,873	26,461	17,498	17,924	23,240	23,781
512309 Employee Assistance Program	48	48	48	48	45	48
512400 Worker's Comp Insurance	2,135	1,617	2,211	2,560	2,300	2,619
TOTAL PERSONAL SERVICES	165,801	169,750	170,981	179,616	167,780	181,310
OPERATING EXPENDITURES						
533400 Other Contractual Services	590	828	450	700	632	700
534000 Travel and Per Diem	437	0	0	500	0	500
534105 Cellular Telephone	465	1,031	1,024	1,080	970	985
534110 Internet Services	866	866	866	866	850	840
534120 Postage	3,984	3,105	2,647	4,000	1,816	3,000
534420 Equipment Leases	68	207	271	271	275	275
534620 R & M-Vehicles	2,040	416	2,059	1,500	1,268	1,500
534630 R & M - Office Equipment	27	8	301	540	95	120
534650 R & M-Radio	0	0	0	100	0	100
534910 Clerk of Court Filing Fees	1,757	1,333	784	1,800	1,230	1,700
535200 Departmental Supplies	931	452	774	2,200	554	1,500
535210 Computer Supplies	40	27	65	50	0	50
535230 Small Tools and Equipment	0	0	0	100	0	100
535260 Gas and Oil	6,837	5,607	6,614	6,500	7,644	8,000
535270 Uniforms and Shoes	0	292	367	600	540	600
535275 Safety Equipment	0	0	0	100	0	100
535410 Dues and Memberships	70	100	100	100	120	120
535450 Training and Education	498	199	325	600	0	600
TOTAL OPERATING EXPENDITURES	18,610	14,469	16,645	21,607	15,994	20,790
CAPITAL OUTLAY						
606400 Vehicles and Equipment	0	0	0	0	0	0
TOTAL CAPITAL OUTLAY	0	0	0	0	0	0
TOTAL CODE ENFORCEMENT DIVISION	184,410	184,219	187,626	201,223	183,774	202,100

CITY OF SEBASTIAN, FLORIDA 2022/2023 ANNUAL BUDGET

ROADS & MAINTENANCE DIVISION

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

FISCAL YEAR 2022 ACCOMPLISHMENTS

- ✓ Installed new Rectangular Rapid-Flashing Beacon (RRFB) at George St and Englar Dr Pedestrian Crosswalk
- ✓ Continued to maintain and repair pot hole and roadway repairs with hot asphalt and cold patch
- ✓ Assisted Stormwater division with road crossing repairs as well as Right of Way maintenance for newly paved streets
- ✓ Assisted Stormwater division with regrading of existing Lanfair ditch
- ✓ Maintained City Right of Ways free of debris for clear visibility
- ✓ Assisted Leisure Services with completing concrete work at ball field dugouts as well as at the Yacht Club
- ✓ Assisted Leisure Services with concrete sidewalk work at the Bark Park
- ✓ Utilized Pavement Management Group to re-assess the roadway conditions using the Pavement Condition Index

FISCAL YEAR 2023 GOALS AND OBJECTIVES

- Continue sidewalk trip hazard inspection and repair program for 100% of City sidewalks
- Continue repainting of STOP sign stop bar markings Citywide as well as high trafficked school crossing zones
- Continue roadway and pot hole maintenance and repair program
- Follow-up with consultants inspecting the City Streets to determine next steps of maintenance and repair in a three to five year plan
- Recruit and train new department workers to make up for current staff shortages
- Educate, train, and retain the current workforce
- Create a new CDL training school for the City of Sebastian
- Finalize and begin implementing a 6 year plan for roadway resurfacing and rejuvenation
- Install a new sidewalk approximately 1,100 feet in length to allow continuous passage from Bristol St to US-1 connecting previously created sidewalks with safe crosswalks

PERFORMANCE MEASURES

Performance Indicators	Actual 2018/2019	Actual 2019/2020	Actual 2020/2021	Projected 2021/2022	Projected 2021/2022
Miles of Paved Roads Maintained	157	157	157	157	160
Number of Parking Lots Maintained	16	16	23	17	23
Miles of Sidewalks Maintained	26	26	27	26	28

CITY OF SEBASTIAN, FLORIDA 2022/2023 ANNUAL BUDGET

ROADS & MAINTENANCE DIVISION PROGRAM BUDGET DESCRIPTION

STAFFING		NATURE OF ACTIVITY
21/22	22/23	
60.00%	60.00%	Streets and Alleyways - Maintain 160 miles of paved streets. Maintain twenty-three (23) municipally owned parking areas. Perform repairs to streets and roadways that are damaged due to deterioration. Mow and clear street right of ways.
20.00%	20.00%	General Maintenance - maintain hazard free pedestrian sidewalks.
5.00%	5.00%	General Administration - Preparation of budget, update service records. Maintain equipment records. Review contracts and construction drawings on City Contract work. Meet with public as necessary. Coordinate employee training and education.
15.00%	15.00%	Assisting other City Departments - Lift heavy material with heavy equipment, repair roadways and sidewalks following storm damage, transport heavy equipment and supplies to work-sites and grade parks and ballfields.
100.00%	100.00%	

ROADS & MAINTENANCE DIVISION BUDGET SUMMARY

The Fiscal Year 2022-2023 adopted budget for the Roads and Maintenance Division is \$ 1,149,134. This compares to the 2021-2022 projected expenditures of \$987,361, an increase of \$ 161,773 or 16.38%.

	FY 18/19		FY 19/20		FY 20/21		Amended	Projected	
	Actual	Actual	Actual	Actual	Actual	Budget	Expenditures	Budget	Difference
Personal Services	\$ 505,970	\$ 588,186	\$ 555,076	\$ 660,550	\$ 560,030	\$ 681,255	\$ 121,225		
Operating Expenses	325,439	335,797	328,867	381,727	364,881	448,955	84,074		
Capital Outlay	55,743	39,190	43,777	62,449	62,450	18,924	(43,526)		
Total	\$ 887,151	\$ 963,173	\$ 927,720	\$ 1,104,726	\$ 987,361	\$ 1,149,134	\$ 161,773		

Fiscal Year 2022-23 Adopted Budget:

Major Current Level Changes from Fiscal Year 2021-22 Projected Expenditures	Difference
1. Personal Services - Increase due to position reclasses, minimum pay rate adjustments, and having positions full all year.	\$ 121,225
2. Operating Expenses - Increase due primarily to anticipated higher costs for fuel, road materials, training, and engineering services.	\$ 84,074
3. Capital Outlay - Decrease due to smaller equipment being requested this year.	\$ (43,526)

CITY OF SEBASTIAN, FLORIDA 2022/2023 ANNUAL BUDGET

PERSONAL SERVICES SCHEDULE

ROADS & MAINTENANCE DIVISION		Amended				Projected	Budget
POSITION	PAY RANGE	20/21	21/22	21/22	22/23	Expenditure 21/22	22/23
Public Works Director/City Engineer	84,405 / 135,098	1.00	1.00	1.00	1.00	82,900	100,000
Roads Superintendent	57,209 / 91,568	0.00	0.00	0.00	1.00	-	57,250
Roads Assistant Superintendent	51,890 / 81,530	1.00	1.00	1.00	1.00	51,950	52,250
Traffic Technician II	38,721 / 60,622	1.00	1.00	1.00	1.00	37,300	39,750
Traffic Technician I	36,877 / 52,293	1.00	1.00	1.00	1.00	32,750	38,000
Maintenance Worker III	40,657 / 52,293	1.00	1.00	1.00	0.00	37,250	-
Maintenance Worker II	36,877 / 49,291	1.00	1.00	1.00	2.00	34,800	74,000
Maintenance Worker I	31,200 / 46,462	3.00	3.00	3.00	2.00	65,015	63,000
Administrative Assistant	33,449 / 55,478	1.00	1.00	1.00	1.00	36,300	36,000
		10.00	10.00	10.00	10.00		
TOTAL SALARIES						\$ 378,265	\$ 460,250
Overtime						14,635	12,000
FICA Taxes						30,110	36,210
Clothing Allowance						750	1,080
Deferred Compensation						33,750	42,924
Group Health Insurance Premium						73,625	92,138
Employee Assistance Program						135	158
Worker's Comp Insurance						28,760	36,495
Total Personal Services						\$ 560,030	\$ 681,255

CAPITAL OUTLAY SCHEDULE

ROADS AND MAINTENANCE DIVISION - TO BE FUNDED BY GENERAL FUND						
Description	EXPENDITURES PER FISCAL YEAR					TOTAL
	2022/23	2023/24	2024/25	2025/26	2026/27	
Traffic Sensors	\$ 3,880	-	-	-	-	3,880
Pedestrian Crosswalk Posts	4,048	-	-	-	-	4,048
Crosswalk Flashing Beacons	10,996	-	-	-	-	10,996
	\$ 18,924	\$ -	\$ -	\$ -	\$ -	18,924

ROADS AND MAINTENANCE DIVISION - TO BE FUNDED BY LOCAL OPTION GAS TAX						
Description	EXPENDITURES PER FISCAL YEAR					TOTAL
	2022/23	2023/24	2024/25	2025/26	2026/27	
Street Repaving	\$ 600,000	\$ 600,000	\$ 600,000	\$ 600,000	\$ 600,000	\$ 3,000,000
Street Reconstruction	250,000	250,000	250,000	250,000	250,000	1,250,000
Sidewalk Replacement	75,000	75,000	75,000	75,000	75,000	375,000
	\$ 925,000	\$ 925,000	\$ 925,000	\$ 925,000	\$ 925,000	\$ 4,625,000

ROADS AND MAINTENANCE DIVISION - TO BE FUNDED BY DISCRETIONARY SALES TAX						
Description	EXPENDITURES PER FISCAL YEAR					TOTAL
	2022/23	2023/24	2024/25	2025/26	2026/27	
Bucket Truck	\$ 190,000	-	-	-	-	190,000
Brush Truck	115,000	-	-	-	-	115,000
Dump Truck	142,000	-	-	-	-	142,000
Concrete Mixer Truck	376,000	-	-	-	-	376,000
Railroad Crossing Sidewalks	90,000	-	-	-	-	90,000
Sidewalk and Retaining Wall (fronting Davita Dialysis)	200,000	-	-	-	-	200,000
Paveway System on US Highway 1	-	358,200	-	-	-	358,200
	\$ 1,113,000	\$ 358,200	\$ -	\$ -	\$ -	1,471,200

CITY OF SEBASTIAN, FLORIDA 2022/2023 ANNUAL BUDGET

ROADS & MAINTENANCE DIVISION

Code: 010052

Account Number	Description	FY 18/19 Actual	FY 19/20 Actual	FY 20/21 Actual	Amended FY 21/22 Budget	FY 21/22 Projected	FY 22/23 Budget
PERSONAL SERVICES							
511200	Regular Salaries	333,663	401,366	362,321	442,162	378,265	460,250
511400	Overtime	5,005	6,224	10,958	5,000	14,635	12,000
512100	FICA Taxes	24,412	29,617	27,149	34,099	30,110	36,210
512215	Clothing Allowance	720	840	960	1,080	750	1,080
512225	Deferred Compensation	29,694	35,403	34,089	40,441	33,750	42,924
512301	Group Health Insurance Premium	83,948	91,316	89,039	105,584	73,625	92,138
512309	Employee Assistance Program	129	157	148	158	135	158
512400	Worker's Comp Insurance	28,399	23,264	30,412	32,026	28,760	36,495
TOTAL PERSONAL SERVICES		505,970	588,186	555,076	660,550	560,030	681,255
OPERATING EXPENDITURES							
533150	Engineering Services	27,400	0	12,555	5,000	5,000	12,000
533400	Other Contractual Services	933	1,313	0	4,000	3,200	18,200
534000	Travel and Per Diem	1,332	1,414	142	1,200	2,400	4,560
534101	Telephone	1,345	666	241	144	150	0
534105	Cellular Telephone	1,509	2,058	2,390	2,820	2,760	3,360
534110	Internet Services	737	467	432	390	485	780
534120	Postage	74	0	1	0	34	100
534130	Express Mail Charges	23	0	0	200	0	100
534310	Electric	19,154	3,137	3,358	3,000	3,205	3,540
534315	Street Lighting	179,884	221,886	195,719	228,656	212,000	216,200
534320	Water/Sewer	292	365	363	360	312	385
534380	Trash Pickup/Hauling, Etc.	783	2,414	2,250	3,000	2,328	3,300
534420	Equipment Leases	2,848	1,594	2,550	2,200	745	3,195
534620	R & M-Vehicles	10,811	16,052	24,464	21,000	11,064	27,000
534630	R & M-Office Equipment	2,000	1,953	929	1,560	901	1,680
534640	R & M-Operating Equipment	13,112	5,466	15,668	18,000	24,029	22,800
534682	R & M - Sidewalks	0	0	0	2,750	1,200	4,000
534920	Legal Ads	91	0	0	200	200	600
535200	Departmental Supplies	5,762	3,868	3,048	4,200	4,000	7,360
535210	Computer Supplies	635	507	91	1,000	609	1,800
535230	Small Tools and Equipment	6,051	2,568	5,786	5,500	5,500	7,000
535260	Gas and Oil	21,770	17,615	20,762	22,680	25,275	30,000
535270	Uniforms and Shoes	2,672	2,677	2,230	2,340	2,072	2,965
535275	Safety Equipment	433	1,873	597	900	500	1,200
535310	Road Materials & Supplies	19,109	18,414	16,239	20,000	19,017	27,000
535350	Cement	658	452	323	1,000	1,000	1,300
535385	Signs & Marking Supplies	0	24,504	17,237	26,457	30,000	36,000
535410	Dues and Memberships	492	910	784	770	700	1,750
535450	Training and Education	5,529	3,624	710	2,400	6,195	10,780
TOTAL OPERATING EXPENDITURES		325,439	335,797	328,867	381,727	364,881	448,955
CAPITAL OUTLAY							
606400	Vehicles and Equipment	55,743	39,190	43,777	62,449	62,450	18,924
606900	Infrastructure	0	0	0	0	0	0
TOTAL CAPITAL OUTLAY		55,743	39,190	43,777	62,449	62,450	18,924
TOTAL ROADS & MAINTENANCE		887,151	963,173	927,720	1,104,726	987,361	1,149,134

CITY OF SEBASTIAN, FLORIDA 2022/2023 ANNUAL BUDGET

FLEET MANAGEMENT DIVISION

The Fleet Management Division develops, manages and provides vehicle and equipment maintenance services for all City-owned vehicles and equipment, with the exception of the Golf Course. This includes 103 vehicles, 26 units of major equipment and 185 units of smaller equipment and tools. In addition, the Fleet Management staff also maintains the City's fuel facilities in the compound, assuring fuel availability for the fleet and compliance with FDEP requirements.

FISCAL YEAR 2022 ACCOMPLISHMENTS

- ✓ Managed auction sales of obsolete City property items
- ✓ Continued accurate inventory accounting practices
- ✓ Continued responsible management of fuel/petroleum storage; use; and waste disposal practices
- ✓ Maintained service schedules with a combination of in house and external service
- ✓

FISCAL YEAR 2023 GOALS AND OBJECTIVES

- Utilize heavy equipment lift at new Public Works Compound to complete more service in house on heavier equipment
- Complete oil changes in house using new lifts and new oil storage depository
- Upgrade current scanning technology and acquiring additional scanners in order to complete more service requests at the new Public Works Compound instead of using outside vendors and dealerships
- Implement a new fleet asset management system to track work orders, repair costs, inventory on site, inventory used, repair hours, and maintenance schedule of vehicles to prolong the life of our fleet

PERFORMANCE MEASURES

Performance Indicators	Actual 2018/2019	Actual 2019/2020	Actual 2020/2021	Projected 2021/2022	Projected 2022/2023
Number of Vehicles Maintained	121	118	107	120	120
Number of Heavy Equipment Maintained	24	24	37	25	37
Number of Light Equipment Maintained	202	207	219	210	220
Preventive Maintenance Services	187	171	76	185	175
Road Service Calls	71	24	8	50	50
Completed Service Requests	1056	1170	1464	1225	1400

CITY OF SEBASTIAN, FLORIDA 2022/2023 ANNUAL BUDGET

FLEET MANAGEMENT DIVISION PROGRAM BUDGET DESCRIPTION

<i>STAFFING</i>		<i>NATURE OF ACTIVITY</i>
21/22	22/23	
10.00%	10.00%	Administration of City Fleet Management Program - Supervise and direct employees in the implementation of a Fleet Management Program for over 300 pieces of equipment. Develop and direct the maintenance of a 2,800 sq. ft. maintenance facility.
45.00%	45.00%	Vehicle Maintenance - Schedule and perform vehicle preventive maintenance, mechanical and body repair services on all city-owned vehicles and equipment, except Golf Course equipment.
10.00%	10.00%	Order and Parts Processing - Order, receive and stock vehicle repair parts and material. Schedule vehicle sublet repairs.
5.00%	5.00%	Employee Training - Train employees in new corrective repair procedures, waste disposal, and Department of Labor Safety Requirements and Standards.
10.00%	10.00%	Vehicle Data Processing - Data processing of work orders, issue slips, purchase orders and parts. Maintain computerized parts and tools inventory.
5.00%	5.00%	General Administrative - Preparation of Budget, maintenance of vehicle records and training records.
5.00%	5.00%	Administration of City Fuel Facility Management Program - Supervise and maintain unleaded gasoline and diesel fuel storage and dispensing facilities. Implement, monitor and maintain Fuel Management System.
5.00%	5.00%	Planning and implementation of Fleet Maintenance Programs - Plan, develop and implement programs to modernize facilities, equipment and tools.
5.00%	5.00%	General Administrative Program - Implementation of Guidelines for the acquisition and replacement of Fleet Assets.
100.00%	100.00%	

FLEET MANAGEMENT DIVISION BUDGET SUMMARY

The Fiscal Year 2022-2023 adopted budget for Fleet Management is \$ 279,680. This compares to the 2021-2022 projected expenditures of \$ 219,629, an increase of \$ 60,051, or 27.34%.

	FY 18/19	FY 19/20	FY 20/21	Amended FY 21/22	Projected FY 21/22	FY 22/23	Difference
	Actual	Actual	Actual	Budget	Expenditures	Budget	
Personal Services	\$ 194,159	\$ 180,924	\$ 189,783	\$ 201,661	\$ 201,035	\$ 229,645	\$ 28,610
Operating Expenses	28,524	18,950	22,143	21,933	18,594	30,035	11,441
Capital Outlay	9,595	2,376	-	7,500	-	20,000	20,000
Total	\$ 232,278	\$ 202,251	\$ 211,926	\$ 231,094	\$ 219,629	\$ 279,680	\$ 60,051

Fiscal Year 2022-23 Adopted Budget:

Major Current Level Changes from Fiscal Year 2021-22 Projected Expenditures

	Difference
1. Personal Services - Increase due to addition of a part time position and minimum pay rate adjustments.	\$ 28,610
2. Operating Expenses - Increase due to additional tools needed as well as anticipated increases in repair costs.	\$ 11,441
3. Capital Outlay - Increase due to diagnostic scanners requested this year.	\$ 20,000

CITY OF SEBASTIAN, FLORIDA 2022/2023 ANNUAL BUDGET

PERSONAL SERVICES SCHEDULE

FLEET MANAGEMENT DIVISION		FULL TIME EQUIVALENTS				Projected	Budget
<u>POSITION</u>	<u>PAY RANGE</u>	<u>20/21</u>	<u>21/22</u>	<u>Amended 21/22</u>	<u>22/23</u>	<u>Expenditure 21/22</u>	<u>22/23</u>
Fleet Superintendant	51,890 / 91,568	1.00	1.00	1.00	1.00	\$ 66,450	\$ 66,250
Lead Mechanic/Garage Supervisor	42,690 / 72,439	1.00	1.00	1.00	1.00	43,200	43,500
Mechanic	36,877 / 50,770	1.00	1.00	1.00	1.50	35,550	60,000
		3.00	3.00	3.00	3.50		
TOTAL SALARIES						\$ 145,200	\$ 169,750
						Overtime	500
						FICA Taxes	13,060
						Clothing Allowance	480
						Deferred Compensation	13,296
						Group Health Insurance Premium	27,970
						Employee Assistance Program	48
						Worker's Comp Insurance	4,541
Total Personal Services						\$ 201,035	\$ 229,645

CAPITAL OUTLAY SCHEDULE

FLEET MANAGEMENT DIVISION - TO BE FUNDED BY GENERAL FUND						
<u>Description</u>	EXPENDITURES PER FISCAL YEAR					
	<u>2022/23</u>	<u>2023/24</u>	<u>2024/25</u>	<u>2025/26</u>	<u>2026/27</u>	<u>TOTAL</u>
Diagnostic Scanners	\$ 20,000	\$ -	\$ 2,000	\$ -	\$ 10,000	\$ 32,000
	\$ 20,000	\$ -	\$ 2,000	\$ -	\$ 10,000	\$ 32,000

CITY OF SEBASTIAN, FLORIDA 2022/2023 ANNUAL BUDGET

FLEET MANAGEMENT DIVISION

Code: 010054

Account	FY 18/19	FY 19/20	FY 20/21	Amended FY 21/22	FY 21/22	FY 22/23
<u>Number</u> <u>Description</u>	<u>Actual</u>	<u>Actual</u>	<u>Actual</u>	<u>Budget</u>	<u>Projected</u>	<u>Budget</u>
PERSONAL SERVICES						
511200 Regular Salaries	141,272	131,844	135,656	145,413	145,200	169,750
511400 Overtime	264	977	1,352	1,000	685	500
512100 FICA Taxes	10,840	10,025	10,357	11,175	11,192	13,060
512215 Clothing Allowance	240	360	360	360	360	480
512225 Deferred Compensation	13,293	11,606	12,343	13,147	13,400	13,296
512301 Group Health Insurance Premium	24,024	22,286	25,492	26,485	26,485	27,970
512309 Employee Assistance Program	63	48	48	48	48	48
512400 Worker's Comp Insurance	4,163	3,779	4,175	4,033	3,665	4,541
TOTAL PERSONAL SERVICES	194,159	180,924	189,783	201,661	201,035	229,645
OPERATING EXPENDITURES						
533400 Other Contractual Services	50	50	330	2,730	1,389	150
533410 Environmental Services	677	882	905	1,200	310	1,100
534000 Travel and Per Diem	369	0	0	100	0	50
534105 Cellular Telephone	1,144	1,046	1,063	1,140	1,025	1,080
534310 Electric	2,941	2,890	2,681	2,460	2,610	1,000
534320 Water/Sewer	292	291	363	360	312	300
534420 Equipment Leases	927	705	644	645	645	645
534610 R & M - Buildings	227	74	0	200	150	400
534620 R & M-Vehicles	1,792	926	2,164	500	500	1,000
534630 R & M - Office Equipment	1,096	887	2,942	3,000	1,400	2,375
534640 R & M-Operating Equipment	4,373	1,485	2,201	2,000	2,673	4,825
535200 Departmental Supplies	5,822	4,057	3,992	2,120	3,181	2,005
535210 Computer Supplies	54	0	62	250	114	2,465
535230 Small Tools and Equipment	4,607	1,687	902	1,500	1,259	6,000
535260 Gas and Oil	1,300	1,247	816	800	769	1,200
535270 Uniforms and Shoes	881	641	679	728	557	1,090
535275 Safety Equipment	427	158	304	200	200	300
535410 Membership & Professional Dues	1,545	1,500	1,500	1,500	1,500	2,700
535450 Training and Education	0	425	595	500	0	1,350
TOTAL OPERATING EXPENDITURES	28,524	18,950	22,143	21,933	18,594	30,035
CAPITAL OUTLAY						
606400 Vehicles and Equipment	9,595	2,376	0	7,500	0	20,000
TOTAL CAPITAL OUTLAY	9,595	2,376	0	7,500	0	20,000
TOTAL FLEET MANAGEMENT DIVISION	232,278	202,251	211,926	231,094	219,629	279,680

CITY OF SEBASTIAN, FLORIDA 2022/2023 ANNUAL BUDGET

FACILITIES MAINTENANCE DIVISION

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

FISCAL YEAR 2022 ACCOMPLISHMENTS

- ✓ Riverview Park electrical pedestal replacement
- ✓ Stormwater Treatment Facility bridge repair and deck replacement
- ✓ Convert Indian River Drive sidewalk lighting to LED
- ✓ Coordinate demolition of Harbor Lights Motel
- ✓ Splash Pad underground plumbing/drainage replacement
- ✓ Convert City Hall Complex parking lot lighting to LED
- ✓ Convert Schumann Tennis Court lighting to LED
- ✓ Installed new hands free water fountains in Parks and City Hall
- ✓ Coordinated exterior painting of restroom buildings and restroom floor epoxy paint refurbishment
- ✓ Replaced 3 AC units at the airport administrative building
- ✓ Abandonment of septic tanks at the Harbor Lights Motel property site
- ✓ Replacement of carpeting in the Senior Center
- ✓ Convert Senior Center lighting to LED

FISCAL YEAR 2023 GOALS AND OBJECTIVES

- Coordinate the installation of a generator transfer switch for the Police Department
- Riverview Park, Twin Piers area, electrical and lighting expansion
- Installation of new carpet in City Hall 2nd floor work areas
- Yacht Club Interior Building Improvements
- Convert Community Center lighting to LED
- Installation of additional security cameras on City property

PERFORMANCE MEASURES

Performance Indicators	Actual 2018/2019	Actual 2019/2020	Actual 2020/2021	Projected 2021/2022	Projected 2022/2023
Number of facility and sites maintained	56	57	57	57	57
Total square footage maintained	161,138	161,538	161,538	161,538	185,811
Total number of work orders completed	160	180	165	175	190
Cost per square foot maintained	\$2.47	\$3.52	\$3.71	\$3.67	\$3.77

CITY OF SEBASTIAN, FLORIDA 2022/2023 ANNUAL BUDGET

PROGRAM BUDGET DESCRIPTION FOR THE FACILITIES MAINTENANCE DIVISION

<i>STAFFING</i>		<i>NATURE OF ACTIVITY</i>
<i>21/22</i>	<i>22/23</i>	
25.00%	60.00%	Property Maintenance - Provide continuous maintenance and repair to all City buildings and facilities. These activities are in the following disciplines: Design/Construction, Electrical, Painting, Plumbing, Cabinetry, Carpentry, and General Maintenance.
15.00%	15.00%	Administration - Supervise City facility contractors to ensure contractual obligations are enforced. Provide general administrative duties to ensure overall efficient operation of City owned facilities and the preparation of annual division budget.
60.00%	25.00%	General Services - Perform duties such as supporting community activities, moving office furniture, and providing janitorial services for all City facilities.
100.00%	100.00%	

FACILITIES MAINTENANCE DIVISION BUDGET SUMMARY

The Fiscal Year 2022-2023 proposed budget for Facilities Maintenance is \$ 771,545. This compares to the 2021-2022 projected expenditures of \$ 593,208, an increase of \$ 178,337, or 30.06%.

	FY 18/19		FY 19/20		FY 20/21		Amended	Projected		Difference
	Actual		Actual		Actual		FY 21/22	FY 21/22	FY 22/23	
	Budget		Expenditures		Budget		Budget			
Personal Services	\$ 160,659	\$ 279,726	\$ 290,017	\$ 264,513	\$ 268,350	\$ 259,495	\$ (8,855)			
Operating Expenses	219,247	234,361	234,368	301,887	316,519	433,050	116,531			
Capital Outlay	18,374	54,094	74,585	8,434	8,338	79,000	70,662			
Total	\$ 398,280	\$ 568,181	\$ 598,970	\$ 574,834	\$ 593,208	\$ 771,545	\$ 178,337			

Fiscal Year 2022-2023 Proposed Budget:

Major Current Level Changes from Fiscal Year 2021-2022 Projected Expenditures	Difference
1. Personal Services - Decrease due to transfer of Public Facilities Director position to Airport Manager.	\$ (8,855)
2. Operating Expenses - Increase due to rent payment, cleaning, and utilities for new Public Facilities Compound.	\$ 116,531
3. Capital Outlay - Increase due to new vehicle and carpet replacement requested this year.	\$ 70,662

CITY OF SEBASTIAN, FLORIDA 2022/2023 ANNUAL BUDGET

PERSONAL SERVICES SCHEDULE

FACILITIES MAINTENANCE		FULL TIME EQUIVALENTS				Projected	Budget
<u>POSITION</u>	<u>PAY RANGE</u>	<u>Amended</u>				<u>Expenditure</u>	<u>Budget</u>
		<u>20/21</u>	<u>21/22</u>	<u>21/22</u>	<u>22/23</u>	<u>21/22</u>	<u>22/23</u>
Public Facilities Director	84,405 / 131,163	1.00	1.00	0.00	0.00	\$ 70,925	\$ -
Facilities Maintenance Superintendent	57,209 / 91,568	0.00	0.00	1.00	1.00	22,250	57,250
Construction Specialist II	47,066 / 81,530	1.00	1.00	0.00	0.00	28,725	-
Construction Specialist I	40,657 / 64,314	0.00	0.00	0.00	1.00	-	40,750
Facilities Foreman	36,877 / 55,478	1.00	1.00	1.00	1.00	43,750	44,000
Maintenance Worker II	36,877 / 49,291	1.00	1.00	1.00	1.00	34,450	38,750
		4.00	4.00	3.00	4.00		
TOTAL SALARIES						\$ 200,100	\$ 180,750
Overtime						4,000	4,000
FICA Taxes						15,605	14,170
Clothing Allowance						360	480
Deferred Compensation						18,220	16,674
Group Health Insurance Premium						23,260	35,967
Employee Assistance Program						55	63
Worker's Comp Insurance						6,750	7,391
Total Personal Services						\$ 268,350	\$ 259,495

CAPITAL OUTLAY SCHEDULE

FACILITIES MAINTENANCE - TO BE FUNDED BY GENERAL FUND						
<u>Description</u>	<u>EXPENDITURES PER FISCAL YEAR</u>					
	<u>2022/23</u>	<u>2023/24</u>	<u>2024/25</u>	<u>2025/26</u>	<u>2026/27</u>	<u>TOTAL</u>
Replace City Hall 2nd Floor Carpet	\$ 45,000	\$ -	\$ -	\$ -	\$ -	\$ 45,000
1/2 ton Pick-Up Truck	34,000	-	-	-	-	34,000
	\$ 79,000	\$ -	\$ -	\$ -	\$ -	\$ 79,000

FACILITIES MAINTENANCE - TO BE FUNDED BY DISCRETIONARY SALES TAX						
<u>Description</u>	<u>EXPENDITURES PER FISCAL YEAR</u>					
	<u>2022/23</u>	<u>2023/24</u>	<u>2024/25</u>	<u>2025/26</u>	<u>2026/27</u>	<u>TOTAL</u>
PD Generator Transfer Switch	\$ 200,000	\$ -	\$ -	\$ -	\$ -	\$ 200,000
Air Conditioner Unit Replacements	25,000	25,000	25,000	-	-	75,000
	\$ 225,000	\$ 25,000	\$ 25,000	\$ -	\$ -	\$ 275,000

CITY OF SEBASTIAN, FLORIDA 2022/2023 ANNUAL BUDGET

FACILITIES MAINTENANCE DIVISION

Code: 010056

Account Number	Description	FY 18/19 Actual	FY 19/20 Actual	FY 20/21 Actual	Amended FY 21/22 Budget	FY 21/22 Projected	Proposed FY 22/23 Budget
PERSONAL SERVICES							
511200	Regular Salaries	109,886	206,507	214,835	195,788	200,100	180,750
511400	Overtime	5,036	3,441	3,668	3,000	4,000	4,000
512100	FICA Taxes	8,686	15,899	16,464	13,561	15,605	14,170
512215	Clothing Allowance	360	360	360	360	360	480
512225	Deferred Compensation	10,450	18,910	19,689	16,036	18,220	16,674
512301	Group Health Insurance Premium	21,187	28,528	27,685	28,231	23,260	35,967
512309	Employee Assistance Program	48	63	63	55	55	63
512400	Worker's Comp Insurance	5,007	6,017	7,252	7,482	6,750	7,391
TOTAL PERSONAL SERVICES		160,659	279,726	290,017	264,513	268,350	259,495
OPERATING EXPENDITURES							
533400	Other Contractual Services	33,505	14,803	27,882	40,735	42,000	47,247
533415	Janitorial Services	93,566	98,386	100,492	117,900	117,900	148,716
533420	Pest/Weed Control	3,128	3,096	3,192	6,680	6,680	4,352
534000	Travel and Per Diem	0	0	0	600	6	0
534105	Cellular Telephone	794	1,657	1,554	1,620	1,522	1,560
534310	Electric	0	0	0	0	0	76,000
534320	Water/Sewer	0	0	0	0	0	4,000
534400	Rents and Leases	0	3,000	6,000	32,250	32,250	62,860
534420	Equipment Leases	0	3,055	783	1,285	1,200	1,295
534610	R & M - Buildings	61,169	81,923	57,430	65,601	70,835	40,000
534620	R & M-Vehicles	1,052	1,614	4,535	4,500	5,500	3,500
534625	R & M - Lighting	0	2,325	1,290	3,500	3,500	3,500
534630	R & M - Office Equipment	0	21	721	780	975	1,020
534640	R & M-Operating Equipment	369	263	4,023	3,100	3,100	5,100
535200	Departmental Supplies	1,777	3,081	3,511	2,800	3,300	4,000
535210	Computer Supplies	0	46	105	500	500	500
535220	Cleaning Supplies	17,581	12,626	12,247	14,000	16,000	18,000
535230	Small Tools and Equipment	2,094	2,001	2,370	1,600	1,600	1,500
535260	Gas and Oil	2,933	5,082	6,471	2,800	8,000	7,000
535270	Uniforms and Shoes	856	860	941	936	936	1,400
535275	Safety Equipment	20	196	221	300	300	300
535410	Memberships & Dues	0	185	220	0	15	0
535450	Training and Education	405	140	379	400	400	1,200
TOTAL OPERATING EXPENDITURES		219,247	234,361	234,368	301,887	316,519	433,050
CAPITAL OUTLAY							
606200	Buildings	0	0	0	0	0	45,000
606400	Vehicles and Equipment	18,374	54,094	74,585	8,434	8,338	34,000
TOTAL CAPITAL OUTLAY		18,374	54,094	74,585	8,434	8,338	79,000
TOTAL FACILITIES MAINTENANCE		398,280	568,181	598,970	574,834	593,208	771,545

CITY OF SEBASTIAN, FLORIDA 2022/2023 ANNUAL BUDGET

LEISURE SERVICES DEPARTMENT

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

FISCAL YEAR 2022 ACCOMPLISHMENTS

- ✓ Installation of new playgrounds at George Street and Blossom Parks
- ✓ Completed Year 3 of our new Park Identification Signage Plan
- ✓ Completed design build of the Yacht Club seawall replacement project
- ✓ Installation of ADA accessible pathways to Bark Park shade structures, George St. Playground and Blossom Playground
- ✓ Take over operations of the Senior Center
- ✓ Oversee Senior Center Facility Upgrades
- ✓ Completed BSSC Baseball/Softball Field Dugout Replacements

FISCAL YEAR 2023 GOALS AND OBJECTIVES

- Replacement of Easy Street and Filbert Street Park playgrounds
- Continue repair and upgrades to Citywide irrigation systems
- Provide quality support to all City sponsored special events at Riverview Park
- Focus on park improvements within neighborhood parks identified by the P & R Advisory Committee
- Construction of a Swing/Bench Park near Main Street Boat Ramp
- Electrical improvements within Riverview Park Complex

PERFORMANCE MEASURES

Performance Indicators	Actual 2018/2019	Actual 2019/2020	Actual 2020/2021	Projected 2021/2022	Projected 2022/2023
Neighborhood Parks	42.26 Acres	42.26 Acres	42.26 Acres	42.26 Acres	42.26 Acres
Community Parks	61.58 Acres	62.88 Acres	62.88 Acres	62.88 Acres	62.88 Acres
Barber Street Sports Complex	22.54 Acres	22.54 Acres	22.54 Acres	22.54 Acres	22.54 Acres
Special Facilities	7.17 Acres	7.17 Acres	7.17 Acres	7.17 Acres	7.17 Acres
Nature Preserve Areas	244.24 Acres	244.24 Acres	244.24 Acres	244.24 Acres	244.24 Acres
City Grounds	8 Acres	8 Acres	8 Acres	8 Acres	8 Acres
Medians and Walkways	5 Miles	5 Miles	5 Miles	5 Miles	5 Miles

CITY OF SEBASTIAN, FLORIDA 2022/2023 ANNUAL BUDGET

LEISURE SERVICES DEPARTMENT PROGRAM BUDGET DESCRIPTION

STAFFING		NATURE OF ACTIVITY
21/22	22/23	
46.00%	40.00%	Parks - Mow, weed, and edge 165 acres of park land and 18 park locations. Remove trash at all parks to maintain maximum cleanliness.
4.00%	4.00%	Active Recreation - Provide aerobics, exercise, dance, Yoga, Tai Chi, baby bees, and karate programs at the Community Center.
15.00%	15.00%	Recreation - Fulfill City-sponsored event requirements and provide the necessary manpower for these. Ensure Riverview Park and/or Riverfront are prepared in a timely manner, per event demands, and insure all efforts are made to maintain the health of Riverview Park.
4.00%	5.00%	Playgrounds - Repair and maintain equipment at all City owned playground areas.
15.00%	15.00%	Ballfields - Fertilization and pest control, drag, rake, mow, remove trash, and maintain facilities at 8 athletic fields to maintain a safe area of play within the 22 acre Sports Complex.
10.00%	15.00%	Landscaping - Trimming, removal and replacement of trees, plants, mulch, and sod on all City properties.
6.00%	6.00%	Structural Repairs and Irrigation - Maintain, repair and/or replace buildings, structures and irrigation systems.
100.00%	100.00%	

LEISURE SERVICES DEPARTMENT BUDGET SUMMARY

The Fiscal Year 2022-2023 adopted budget for Leisure Services is \$ 1,408,615. This compares to the 2021-2022 projected expenditures of \$ 1,180,120, an increase of \$ 228,495 or 19.36%.

	FY 18/19	FY 19/20	FY 20/21	Amended FY 21/22	Projected FY 21/22	FY 22/23	Difference
	Actual	Actual	Actual	Budget	Expenditures	Budget	
Personal Services	\$ 759,730	\$ 736,297	\$ 732,945	\$ 917,396	\$ 799,740	\$ 951,555	\$ 151,815
Operating Expenses	244,648	218,871	253,790	281,689	299,191	300,660	1,469
Capital Outlay	140,640	154,854	49,059	81,189	81,189	156,400	75,211
Total	\$ 1,145,017	\$ 1,110,021	\$ 1,035,794	\$ 1,280,274	\$ 1,180,120	\$ 1,408,615	\$ 228,495

Fiscal Year 2022-2023 Adopted Budget:

Major Current Level Changes from Fiscal Year 2021-2022 Projected Expenditures	Difference
1. Personal Services - Increase due to minimum pay rate adjustments, a longevity increase, and having positions full all year.	\$ 151,815
2. Operating Expenses - Slight increase due primarily to anticipated higher utility costs.	\$ 1,469
3. Capital Outlay - Increase due to larger pieces of equipment requested this year and additional building improvements.	\$ 75,211

CITY OF SEBASTIAN, FLORIDA 2022/2023 ANNUAL BUDGET

PERSONAL SERVICES SCHEDULE

LEISURE SERVICES DEPARTMENT		FULL TIME EQUIVALENTS				Projected	Budget	
POSITION	PAY RANGE	Amended				Expenditure	Budget	
		20/21	21/22	21/22	22/23	21/22	22/23	
Leisure Services Director	84,405 / 131,163	1.00	1.00	1.00	1.00	\$ 92,950	\$ 92,750	
Parks Supervisor	42,690 / 64,314	1.00	1.00	1.00	1.00	44,350	53,000	
Special Events Coordinator/Maint Worker III	40,657 / 64,314	0.00	1.00	1.00	1.00	51,450	51,250	
Recreation Supervisor	42,690 / 60,622	1.00	1.00	1.00	1.00	56,350	58,500	
Maintenance Worker II	36,877 / 49,291	4.00	4.00	4.00	4.00	92,275	148,000	
Maintenance Worker I	31,200 / 46,462	5.00	5.00	5.00	5.00	149,900	163,500	
Administrative Assistant	33,449 / 55,478	0.00	0.00	0.00	1.00	-	33,500	
Clerical Assistant I	28,894 / 45,109	1.00	1.00	1.00	0.00	28,500	-	
Tennis Court Attendants (P/T)	\$ 12.00/hr - \$ 15.45/hr	2.00	2.00	2.00	2.00	42,100	55,500	
		15.00	16.00	16.00	16.00			
						TOTAL SALARIES	\$ 557,875	\$ 656,000
						Overtime	21,000	20,000
						FICA Taxes	44,395	51,826
						Clothing Allowance	1,440	1,440
						Deferred Compensation	48,500	56,461
						Group Health Insurance Premium	103,500	140,116
						Employee Assistance Program	195	222
						Worker's Comp Insurance	22,835	25,490
						Total Personal Services	\$ 799,740	\$ 951,555

CAPITAL OUTLAY SCHEDULE

LEISURE SERVICES DEPARTMENT - TO BE FUNDED BY GENERAL FUND							
Description	EXPENDITURES PER FISCAL YEAR						
	2022/23	2023/24	2024/25	2025/26	2026/27	TOTAL	
Yacht Club Interior Improvements	\$ 20,000	\$ -	\$ -	\$ -	\$ -	\$ 20,000	
Zero Turn Mowers	26,000	14,000	-	-	28,000	68,000	
Tractor	50,000	-	-	-	-	50,000	
1/2 ton Pick-Up Truck	34,000	35,000	-	-	-	69,000	
Special Event Carts	2,400	-	-	-	-	2,400	
BSSC Football Goal Posts	8,500	-	-	-	-	8,500	
Senior Center Carpet Replacement	10,500	-	-	-	-	10,500	
Community Center Lighting Upgrades	5,000	-	-	-	-	5,000	
	\$ 156,400	\$ 49,000	\$ -	\$ -	\$ 28,000	\$ 233,400	

LEISURE SERVICES DEPARTMENT - TO BE FUNDED BY RECREATION IMPACT FEES							
Description	EXPENDITURES PER FISCAL YEAR						
	2022/23	2023/24	2024/25	2025/26	2026/27	TOTAL	
Swing/Bench Park	\$ 35,000	\$ -	\$ -	\$ -	\$ -	\$ 35,000	
Park Improvements	20,000	20,000	20,000	20,000	20,000	100,000	
Playground Improvements	-	200,000	50,000	100,000	100,000	450,000	
	\$ 55,000	\$ 220,000	\$ 70,000	\$ 120,000	\$ 120,000	\$ 585,000	

CITY OF SEBASTIAN, FLORIDA 2022/2023 ANNUAL BUDGET

LEISURE SERVICES DEPARTMENT

Code: 010057

Account Number	Description	FY 18/19 Actual	FY 19/20 Actual	FY 20/21 Actual	Amended FY 21/22 Budget	FY 21/22 Projected	FY 22/23 Budget
PERSONAL SERVICES							
511200	Regular Salaries	537,130	512,652	507,468	632,567	557,875	656,000
511300	Temporary Salaries	628	115	0	0	0	0
511400	Overtime	19,197	15,473	16,163	20,000	21,000	20,000
512100	FICA Taxes	41,104	39,773	38,501	49,795	44,395	51,826
512215	Clothing Allowance	1,450	1,300	1,310	1,440	1,440	1,440
512225	Deferred Compensation	41,111	42,532	42,796	54,484	48,500	56,461
512301	Group Health Insurance Premium	95,229	103,513	103,215	133,597	103,500	140,116
512309	Employee Assistance Program	177	181	194	222	195	222
512400	Worker's Comp Insurance	23,705	20,758	23,298	25,291	22,835	25,490
TOTAL PERSONAL SERVICES		759,730	736,297	732,945	917,396	799,740	951,555
OPERATING EXPENDITURES							
533400	Other Contractual Services	5,179	2,196	2,550	3,000	2,000	2,500
533420	Pest Control	4,258	4,481	7,048	7,000	7,000	8,000
534000	Travel and Per Diem	1,844	230	736	2,500	2,500	3,500
534101	Telephone	4,466	1,167	0	0	0	0
534105	Cellular Telephone	1,075	1,389	1,229	1,500	1,785	1,935
534110	Internet Services	1,519	1,577	1,311	1,800	1,320	3,840
534120	Postage	224	126	24	100	100	100
534310	Electric	73,923	66,532	68,231	75,600	85,900	91,800
534320	Water/Sewer	13,984	18,881	18,997	16,200	18,175	18,180
534380	Trash Pickup/Hauling	0	614	0	0	0	0
534400	Rents and Leases	0	6,795	6,795	6,795	6,795	6,795
534420	Equipment Leases	3,063	1,394	2,276	3,000	3,000	2,450
534610	R & M - Buildings	0	0	7,000	12,263	12,263	9,100
534615	R & M - Docks & Piers	4,710	4,979	8,389	2,000	2,000	2,000
534620	R & M - Vehicles	4,372	5,310	6,758	4,500	4,500	5,000
534630	R & M - Office Equipment	6	383	427	480	620	960
534640	R & M - Operating Equipment	18,354	15,079	21,898	32,000	33,000	18,000
534680	R & M - Irrigation Systems	11,653	6,350	7,961	6,000	7,500	8,500
534681	R & M - Fencing	0	0	0	7,500	7,000	7,000
534685	R & M - Grounds Maintenance	12,654	16,631	17,493	20,000	20,000	23,000
534686	R & M - Parks Facilities	33,331	18,202	23,525	26,000	26,000	25,000
534830	Special Event Expense	4,619	2,649	4,050	4,500	4,500	4,500
535200	Departmental Supplies	6,514	5,714	4,708	6,500	6,000	4,500
535210	Computer Supplies	187	554	465	500	500	500
535215	Senior Center Expenses	0	0	0	0	0	3,000
535221	Fertilizer/Chemical Supplies	7,494	8,915	9,083	9,000	9,000	10,000
535230	Small Tools and Equipment	6,026	4,931	4,793	2,401	3,200	3,500
535260	Gas and Oil	18,335	15,808	21,342	17,000	21,000	22,000
535270	Uniforms and Shoes	2,939	3,002	2,718	3,200	3,200	3,500
535275	Safety Equipment	569	686	1,740	2,600	2,600	3,000
535410	Dues and Memberships	1,203	1,183	1,214	3,650	3,650	3,900
535420	Books and Publications	0	83	0	100	83	100
535450	Training and Education	2,149	3,026	1,028	4,000	4,000	4,500
TOTAL OPERATING EXPENDITURES		244,648	218,871	253,790	281,689	299,191	300,660
CAPITAL OUTLAY							
606200	Buildings	24,696	6,661	0	0	0	35,500
606300	Improvements Other Than Bldgs	38,327	28,388	0	10,090	10,090	8,500
606400	Vehicles and Equipment	77,617	119,805	49,059	71,099	71,099	112,400
TOTAL CAPITAL OUTLAY		140,640	154,854	49,059	81,189	81,189	156,400
TOTAL PARKS & RECREATION DIVISION		1,145,017	1,110,021	1,035,794	1,280,274	1,180,120	1,408,615

CITY OF SEBASTIAN, FLORIDA 2022/2023 ANNUAL BUDGET

CEMETERY DIVISION

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

FISCAL YEAR 2022 ACCOMPLISHMENTS

- ✓ Installed 3 flag poles in Unit 5
- ✓ Installed new Cemetery signage along Central Avenue
- ✓ Raised and leveled approximately 200 head stones in Unit 2
- ✓ Maintained and improved irrigation system within the property

FISCAL YEAR 2023 GOALS AND OBJECTIVES

- Improve condition of the Cemetery grounds
- Continue process of raising and leveling headstones in Unit 2
- Continue to develop Unit 5 grave surveys
- Replace fencing on the Northeast portion of the Cemetery

PERFORMANCE MEASURES

Performance Indicators	Actual 2018/2019	Actual 2019/2020	Actual 2020/2021	Projected 2021/2022	Projected 2022/2023
Cremains, including niches	37	39	52	55	50
Burials	37	36	39	40	35
Acres of property maintained	10.34	12.06	13.62	13.62	13.62
Operating cost per acre maintained	\$17,218	\$14,738	\$13,142	\$10,470	\$11,036

CEMETERY DIVISION PROGRAM BUDGET DESCRIPTION

STAFFING		NATURE OF ACTIVITY
21/22	22/23	
70.00%	70.00%	Cemetery Grounds Maintenance - Maintain 13.62 acres of grounds through improved scheduling of mowing, trimming, and general cleanup. Removal and trimming of unsightly trees to enhance appearance and increase safety. Continue to apply chemicals and fertilizer to improve the overall appearance of the Cemetery. Perform beautification projects such as planting trees and bushes to enhance appearance.
10.00%	10.00%	Public Relations - Assist with sales and locations of burial spaces and assist citizens and visitors in locating burial spaces of family members and friends.
10.00%	10.00%	Administration - Assist in record keeping, bill processing, sales and products.
10.00%	10.00%	Burials - Markings for gravediggers, policing area for ants, checking flowers, and parking cars.
100.00%	100.00%	

CITY OF SEBASTIAN, FLORIDA 2022/2023 ANNUAL BUDGET

CEMETERY DIVISION BUDGET SUMMARY

The Fiscal Year 2022-2023 adopted budget for the Cemetery is \$ 163,740. This compares to the 2021-2022 projected expenditures of \$ 142,595, an increase of \$ 21,145, or 14.8%.

	FY 18/19	FY 19/20	FY 20/21	Amenended FY 21/22	Projected FY 21/22	FY 22/23	
	Actual	Actual	Actual	Budget	Expenditures	Budget	Difference
Personal Services	\$ 145,725	\$ 151,633	\$ 149,171	\$ 104,646	\$ 111,095	\$ 124,120	\$ 13,025
Operating Expenses	32,308	26,103	29,829	28,839	31,500	39,620	8,120
Capital Outlay	-	-	-	826	-	-	-
Total	\$ 178,033	\$ 177,736	\$ 179,000	\$ 134,311	\$ 142,595	\$ 163,740	\$ 21,145

Fiscal Year 2022-23 Adopted Budget:

Major Current Level Changes from Fiscal Year 2021-22 Projected Expenditures

	Difference
1. Personal Services - Increase due to minimum pay rate adjustments.	\$ 13,025
2. Operating Expenses - Increase due primarily to additional pest/weed control and irrigation repairs.	\$ 8,120
3. Capital Outlay - No change.	\$ -

PERSONAL SERVICES SCHEDULE

CEMETERY DIVISION

POSITION	PAY RANGE	FULL TIME EQUIVALENTS				Projected	Budget
		Amenended				Expenditure	
		20/21	21/22	21/22	22/23	21/22	22/23
Cemetery Supervisor/Sexton	42,690 / 64,314	1.00	1.00	1.00	1.00	\$ 37,850	\$ 42,750
Assistant Cemetery Sexton	36,877 / 52,293	1.00	1.00	1.00	1.00	31,800	37,000
		2.00	2.00	2.00	2.00		
TOTAL SALARIES						\$ 69,650	\$ 79,750
Overtime						5,000	4,000
FICA Taxes						5,730	6,427
Clothing Allowance						240	240
Deferred Compensation						6,740	7,559
Group Health Insurance Premium						18,925	20,053
Employee Assistance Program						32	32
Worker's Comp Insurance						4,778	6,059
Total Personal Services						\$ 111,095	\$ 124,120

CAPITAL OUTLAY SCHEDULE

CEMETERY DIVISION - TO BE FUNDED BY CEMETERY TRUST FUND

Description	EXPENDITURES PER FISCAL YEAR					TO TAL
	2022/23	2023/24	2024/25	2025/26	2026/27	
Chain Link Fencing	\$ 21,000	\$ -	\$ -	\$ -	\$ -	21,000
Cemetery Grounds Maintenance	-	150,000	-	-	-	150,000
Zero Turn Mower	-	-	14,000	-	-	14,000
Columbarium Niches	-	-	85,000	-	-	85,000
Total	\$ 21,000	\$ 150,000	\$ 99,000	\$ -	\$ -	\$ 270,000

CITY OF SEBASTIAN, FLORIDA 2022/2023 ANNUAL BUDGET

CEMETERY DIVISION

Code: 010059

Account <u>Number</u>	<u>Description</u>	<u>FY 18/19</u> <u>Actual</u>	<u>FY 19/20</u> <u>Actual</u>	<u>FY 20/21</u> <u>Actual</u>	<u>Amended</u> <u>FY 21/22</u> <u>Budget</u>	<u>FY 21/22</u> <u>Projected</u>	<u>FY 22/23</u> <u>Budget</u>
PERSONAL SERVICES							
511200	Regular Salaries	100,280	104,959	107,600	69,763	69,650	79,750
511400	Overtime	2,543	2,177	2,868	3,000	5,000	4,000
512100	FICA Taxes	7,569	7,924	8,378	5,539	5,730	6,427
512215	Clothing Allowance	320	240	240	240	240	240
512225	Deferred Compensation	8,846	9,664	9,964	6,517	6,740	7,559
512301	Group Health Insurance Premium	18,144	20,316	13,602	14,381	18,925	20,053
512309	Employee Assistance Program	30	32	28	32	32	32
512400	Worker's Comp Insurance	7,992	6,323	6,492	5,174	4,778	6,059
TOTAL PERSONAL SERVICES		145,725	151,633	149,171	104,646	111,095	124,120
OPERATING EXPENDITURES							
533400	Other Contractual Services	7,995	1,245	0	0	0	0
533420	Pest Control	0	0	0	0	0	4,500
534101	Telephone	1,599	1,469	1,501	674	600	0
534105	Cellular Telephones	74	50	53	84	55	60
534110	Internet Access	839	863	914	912	1,120	1,140
534310	Electric	3,655	4,004	4,078	4,500	5,300	5,400
534610	R & M - Buildings	1,069	29	214	2,000	1,500	1,500
534620	R & M-Vehicles	488	452	1,199	800	500	600
534640	R & M-Operating Equipment	3,506	3,136	4,137	5,000	5,000	3,000
534680	R & M - Irrigation Systems	0	0	0	0	0	3,000
534685	R & M - Grounds Maintenance	2,911	4,383	3,128	3,000	3,000	4,000
535200	Departmental Supplies	5,937	4,888	9,525	6,944	7,500	7,500
535210	Computer Supplies	0	319	152	450	250	300
535220	Cleaning Supplies	0	17	0	250	250	250
535221	Fertilizer/Chemical Supplies	0	0	0	0	0	3,000
535230	Small Tools and Equipment	647	1,882	1,473	1,200	1,200	1,200
535260	Gas and Oil	2,467	2,252	2,775	1,800	4,000	3,000
535270	Uniforms and Shoes	975	603	565	625	625	670
535275	Safety Equipment	145	510	17	300	300	300
535410	Memberships & Dues	0	0	99	100	100	0
535450	Training and Education	0	0	0	200	200	200
TOTAL OPERATING EXPENDITURES		32,308	26,103	29,829	28,839	31,500	39,620
CAPITAL OUTLAY							
606400	Vehicles and Equipment	0	0	0	826	0	0
TOTAL CAPITAL OUTLAY		0	0	0	826	0	0
TOTAL CEMETERY DIVISION		178,033	177,736	179,000	134,311	142,595	163,740

CITY OF SEBASTIAN, FLORIDA 2022/2023 ANNUAL BUDGET

COMMUNITY DEVELOPMENT DEPARTMENT

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

FISCAL YEAR 2022 ACCOMPLISHMENTS

- ✓ Initiated update to LDC in Accordance with Comp Plan 2040
- ✓ Continue CRA Sign Master Plan implementation
- ✓ Continue Green Infrastructure Plan
- ✓ Completed NPDES, year 2 annual report
- ✓ Initiated CRA Master Plan projects including Harrison Street
- ✓ Initiated CDBG Funding Year 3 in accordance with the 5 year Consolidated Plan
- ✓ Continued administration of CDBG grant
- ✓ Established new zoning districts: Heavy Industrial, Mixed-Use, RM-10
- ✓ Initiated expansion and funding alternatives for Working Waterfront
- ✓ Determined structural integrity and cost analysis of Crab E. Bill's building
- ✓ Completed landscape, irrigation, and electrical upgrades to Riverview Park
- ✓ Completed landscape, irrigation, and electrical upgrades to Working Waterfront
- ✓ Continued management of Planning and Zoning Board and Natural Resources Board
- ✓ Continued support of the City Council, Community Redevelopment Agency Board, and Board of Adjustment
- ✓ CDBG grant award to six single family LMI households
- ✓ Executed Earth Day and Arbor Day celebration with the NRB
- ✓ Implemented FDOT US 1 Corridor Improvement Plan design and safety improvements
- ✓ Continued management of various grants/programs including stormwater fee credit, vacation rental, and septic to sewer
- ✓ Completed three Sustainable Sebastian projects and outreach
- ✓ Completed IPM Stormwater Plan and Park Plan
- ✓ Initiated Stonecrop FEMA Grant Phase II
- ✓ Administration of both Parks and Stormwater IPM Plans
- ✓ Programmed Community LID/GI Workshop
- ✓ Maintain CDD and NRB websites
- ✓ Initiated GIS Map Updates resulting from annexations and Comp Plan adoption
- ✓ Submitted FLUM, Zoning, and City Boundary files to government agencies
- ✓ Lead role in providing data and review to consultants for Stormwater Master Plan
- ✓ Completed the Community Rating System (CRS) Annual Recertification which included maintenance of the City's Flooding and Hurricane Preparedness website, public information outreach, and collection of data from various departments within the City of Sebastian
- ✓ Received the proclamation for "Flood Awareness Week" and provided public information outreach for the City of Sebastian residents
- ✓ Completed Stormwater Credit program 3 year renewal process; inspected stormwater systems for maintenance and proper functionality
- ✓ Continue to provide permitting and site plan assistance and approvals
- ✓ Updated zoning applications on-line for ease of customer access

CITY OF SEBASTIAN, FLORIDA 2022/2023 ANNUAL BUDGET

FISCAL YEAR 2023 GOALS AND OBJECTIVES

- Complete Green Infrastructure Plan
- Continue review of Stormwater Master Plan process for incorporation of GI/LID BMP's and regulatory Stormwater SOP's, ensuring NPDES, CRS and BMAP requirements are addressed
- Continue update to LDC in accordance with Comp Plan 2040
- Complete CRA Sign Master Plan implementation
- Complete CRA Master Plan projects including Harrison Street
- Complete CDBG Funding Years 1 – 3 in accordance with the 5 year Consolidated Plan
- Continue management of Planning and Zoning Board and Natural Resources Board
- Continue support of the City Council, Community Redevelopment Agency Board, and Board of Adjustment
- Complete MyGov online permit/site plan program
- Update CRA Master Plan and Overlay Design
- Continue to provide permitting and site plan assistance and approvals
- Continue expansion improvements and secure funding for Working Waterfront
- Initiate restoration of Working Waterfront facilities
- Continue management of various grants/programs including stormwater fee credit, vacation rental, and septic to sewer
- Continue administration of Sustainable Sebastian projects and outreach
- Initiate Stonecrop FEMA Grant Phase II
- Maintain CDD and NRB websites

PERFORMANCE MEASURES

Performance Indicators	Actual 2018/2019	Actual 2019/2020	Actual 2020/2021	Projected 2021/2022	Projected 2022/2023
Total Major & Minor Site Plan Reviews	13	17	21	30	30
Total Major & Minor Site Plan Approvals	8	6	7	15	10
Preliminary/Final Plat Approvals	0	1	2	2	4
Total Temporary Permits Issued	32	29	25	35	40
Division of a Single Lot/Release of Unity of Titles	13	17	19	25	30
Unity of Titles	12	36	24	30	30
Land Use and Zoning Change Requests	1	1	6	8	8
Annexation Requests/Approvals	1	0	4	6	5
Flood Zone Determinations/MT-1 Applications	62	78	261	300	300
Commercial Site Plan Inspections	15	29	23	25	25
Land Development Code Amendments	3	1	3	8	10
Conditional Use/Special Use/Accessory Structure Approvals	7	3	5	6	8
Easements/Acquisitions	3	1	1	2	2
Variances/Appeals/Waivers	4	5	8	10	5
Comp Plan/Element Changes	0	8	1	1	0
Stormwater Credit Program	69	44	44	50	50
Building Permits Zoning Reviews - Residential	184	193	1,131	1,200	1,200
Building Permits Zoning Inspections - Environmental	709	597	743	800	800
Façade, Sign, and Landscape Grant	4	1	1	1	1
Septic to Sewer Grant	4	13	3	3	3
Zoning Requests Processed	10	45	56	60	60

CITY OF SEBASTIAN, FLORIDA 2022/2023 ANNUAL BUDGET

PROGRAM BUDGET DESCRIPTION FOR COMMUNITY DEVELOPMENT

<i>STAFFING</i>		<i>NATURE OF ACTIVITY</i>
<i>21/22</i>	<i>22/23</i>	
20.00%	20.00%	Public Assistance - Provide planning, zoning and other regulatory information to the public and other departments to assure that development is of the highest quality and that all development proposals are consistent with City regulations. Provide public information to websites and updates to online forms.
30.00%	30.00%	Land Development Code - Work with site development to provide technical review of proposed design in accordance with City regulations. Coordinate review comments and permitting requirements from outside agencies, public input, and direction from the Planning and Zoning Commission and City Council. Provide Environmental reviews for site development requests. Work with special committees and taskforce groups that may be required from time to time. Implement policy issues that Council has recommended or mandated.
15.00%	15.00%	Comprehensive Planning - Manage, interpret, evaluate, update, and implement the Comprehensive Plan and other land use, development and preservation plans for the City. Provide project management of CIP projects and long range planning projects including annexations and intergovernmental priorities. Provide direction and guidance for projects that have an economic development impact. Maintain position on various committees and Boards such as the MPO. Provide presentations to various interest groups regarding economic development and long range plans .
15.00%	15.00%	Community Redevelopment - Implementation of stated goals within the Community Redevelopment Master Plan and consistent with objectives outlined by the City Council. Update and implementation to the CRA master plan including economic development goals and opportunities.
20.00%	20.00%	General Administrative - Research various miscellaneous topics and gather information for other agencies and/or other departments, including staff support to the City Council, CRA Board, Planning and Zoning Commission and Natural Resource Board.
100.00%	100.00%	

COMMUNITY DEVELOPMENT BUDGET SUMMARY

The Fiscal Year 2022-2023 adopted budget for Community Development is \$ 675,690. This compares to the 2021-2022 projected expenditures of \$ 563,963, an increase of \$ 111,387, or 19.81%.

	FY 18/19		FY 19/20		FY 20/21		Amended FY 21/22		Projected FY 21/22		FY 22/23		Difference
	Actual	Actual	Actual	Actual	Actual	Actual	Budget	Expenditures	Budget	Budget			
Personal Services	\$ 318,631	\$ 392,517	\$ 416,308	\$ 427,690	\$ 418,250	\$ 572,195	\$ 153,945						
Operating Expenses	47,574	132,124	61,420	113,226	117,713	88,495	(29,218)						
Capital Outlay	-	14,650	-	33,000	28,000	15,000	(13,000)						
Total	\$ 366,205	\$ 539,290	\$ 477,728	\$ 573,916	\$ 563,963	\$ 675,690	\$ 111,727						

Fiscal Year 2022-23 Adopted Budget:

Major Current Level Changes from Fiscal Year 2021-22 Projected Expenditures:

	Difference
1. Personal Services - Increase due to addition of two new positions.	\$ 153,945
2. Operating Expenses - Decrease due to less consultant services required this year.	\$ (29,218)
3. Capital Outlay - Decrease due to smaller project planned for this year.	\$ (13,000)

CITY OF SEBASTIAN, FLORIDA 2022/2023 ANNUAL BUDGET

PERSONAL SERVICES SCHEDULE

<u>POSITION</u>	<u>PAY RANGE</u>	<u>Amended</u>				<u>Projected Expenditure</u>	<u>Budget</u>
		<u>20/21</u>	<u>21/22</u>	<u>21/22</u>	<u>22/23</u>	<u>21/22</u>	<u>22/23</u>
Community Development Director/CRA Manager	84,405 / 131,163	1.00	1.00	1.00	1.00	\$ 100,700	\$ 100,500
Senior Planner	57,209 / 100,058	1.00	0.00	0.00	1.00	-	60,000
Community Development Manager	54,485 / 91,568	1.00	1.00	1.00	1.00	85,950	85,750
Junior Planner	44,825 / 79,156	1.00	1.00	1.00	1.00	49,200	49,000
Environmental Technician	42,690 / 72,438	1.00	0.00	0.00	1.00	-	42,750
GIS Technician	42,690 / 72,438	0.00	0.00	0.00	1.00	-	42,750
Zoning Technician	38,721 / 64,314	0.00	0.00	0.00	1.00	-	38,750
Environmental Planner	44,825 / 79,156	0.00	1.00	1.00	0.00	47,950	-
Associate Planner	38,721 / 64,314	0.00	1.00	1.00	0.00	39,550	-
		5.00	5.00	5.00	7.00		
		TOTAL SALARIES				\$ 323,350	\$ 419,500
						Overtime 3,000	3,500
						FICA Taxes 24,975	32,369
						Deferred Compensation 29,550	38,245
						Clothing Allowance 120	120
						Group Health Insurance Premium 36,675	77,639
						Employee Assistance Program 76	111
						Worker's Comp Insurance 504	711
						Total Personal Services \$ 418,250	\$ 572,195

CAPITAL OUTLAY SCHEDULE

COMMUNITY DEVELOPMENT DEPARTMENT - TO BE FUNDED BY RIVERFRONT CRA						
<u>Description</u>	<u>2022/23</u>	<u>2023/24</u>	<u>2024/25</u>	<u>2025/26</u>	<u>2026-27</u>	<u>TOTAL</u>
Kiosks (3)	\$ 15,000	\$ -	\$ -	\$ -	\$ -	\$ 15,000
Riverfront Event Space	-	-	700,000	-	-	-
	\$ 15,000	\$ -	\$ 700,000	\$ -	\$ -	\$ 15,000

COMMUNITY DEVELOPMENT DEPARTMENT - TO BE FUNDED BY CDBG GRANT						
<u>Description</u>	<u>2022/23</u>	<u>2023/24</u>	<u>2024/25</u>	<u>2025/26</u>	<u>2026-27</u>	<u>TOTAL</u>
CDBG Grant Program	\$ 130,889	\$ -	\$ -	\$ -	\$ -	\$ 130,889
	\$ 130,889	\$ -	\$ -	\$ -	\$ -	\$ 130,889

COMMUNITY DEVELOPMENT DEPARTMENT - TO BE FUNDED BY GENERAL FUND						
<u>Description</u>	<u>2022/23</u>	<u>2023/24</u>	<u>2024/25</u>	<u>2025/26</u>	<u>2026-27</u>	<u>TOTAL</u>
Natural Vegetation/LID Demo	\$ 15,000	\$ -	\$ -	\$ -	\$ -	\$ 15,000
	\$ 15,000	\$ -	\$ -	\$ -	\$ -	\$ 15,000

CITY OF SEBASTIAN, FLORIDA 2022/2023 ANNUAL BUDGET

COMMUNITY DEVELOPMENT DEPARTMENT

Code: 010080

Account <u>Number</u> <u>Description</u>	<u>FY 18/19</u> <u>Actual</u>	<u>FY 19/20</u> <u>Actual</u>	<u>FY 20/21</u> <u>Actual</u>	<u>Amended</u> <u>FY 21/22</u> <u>Budget</u>	<u>FY 21/22</u> <u>Projected</u>	<u>FY 22/23</u> <u>Budget</u>
PERSONAL SERVICES						
511200 Regular Salaries	243,232	301,092	323,001	324,680	323,350	419,500
511400 Overtime	1,124	4,268	2,520	3,500	3,000	3,500
512100 FICA Taxes	18,974	23,338	24,638	25,031	24,975	32,369
512215 Clothing Allowance	120	120	120	120	120	120
512225 Deferred Compensation	22,425	26,761	29,312	29,610	29,550	38,245
512301 Group Health Insurance Premium	32,143	36,276	36,039	44,119	36,675	77,639
512309 Employee Assistance Program	63	75	75	79	76	111
512400 Worker's Comp Insurance	550	586	602	551	504	711
TOTAL PERSONAL SERVICES	318,631	392,517	416,308	427,690	418,250	572,195
OPERATING EXPENDITURES						
533120 Consultants	30,304	110,750	33,068	85,000	85,000	25,000
533400 Other Contractual Services	2,234	3,042	2,682	3,120	4,000	34,200
534000 Travel and Per Diem	977	139	0	2,500	2,000	2,500
534105 Cellular Telephone	363	248	530	360	210	60
534110 Internet Services	433	433	433	433	433	435
534120 Postage	785	635	780	800	800	800
534130 Express Mail	40	0	0	0	0	0
534420 Equipment Leases	1,385	1,964	2,230	2,233	2,230	2,230
534620 R & M-Vehicles	54	359	1,022	500	500	500
534630 R & M-Office Equipment	2,091	2,374	2,880	3,120	2,410	2,460
534830 Special Events (NRB)	1,182	1,773	1,614	2,000	2,000	2,000
534910 Clerk of Court Filing Fees	53	0	0	25	25	25
534920 Legal Ads	3,169	2,920	2,879	3,500	10,000	8,500
535200 Departmental Supplies	1,446	1,910	6,276	1,500	1,500	1,500
535210 Computer Supplies	30	1,183	2,266	1,500	1,000	1,500
535260 Gas and Oil	471	262	296	250	250	250
535270 Uniforms & Shoes	0	0	196	360	305	200
535410 Dues and Memberships	1,231	1,857	1,965	1,975	1,500	2,255
535420 Books and Publications	40	0	0	100	50	100
535450 Training and Education	1,286	2,275	2,305	3,950	3,500	3,980
TOTAL OPERATING EXPENDITURES	47,574	132,124	61,420	113,226	117,713	88,495
CAPITAL OUTLAY						
606300 IOTB	0	0	0	0	0	15,000
606400 Vehicles and Equipment	0	14,650	0	33,000	28,000	0
TOTAL CAPITAL OUTLAY	0	14,650	0	33,000	28,000	15,000
TOTAL COMMUNITY DEVELOPMENT	366,205	539,290	477,728	573,916	563,963	675,690

CITY OF SEBASTIAN, FLORIDA 2022/2023 ANNUAL BUDGET

GENERAL FUND – NON-DEPARTMENTAL

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

NON-DEPARTMENTAL BUDGET SUMMARY

The Fiscal Year 2022-2023 adopted budget for Non-Departmental is \$ 1,064,329. This compares to the 2021-2022 projected expenditures of \$ 1,329,441, a decrease of \$ 265,112, or -19.9%.

	FY 18/19	FY 19/20	FY 20/21	Amended FY 21/22	Projected FY 21/22	FY 22/23	
	Actual	Actual	Actual	Budget	Expenditures	Budget	Difference
Personal Services	\$ 278,439	\$ 264,098	\$ 275,349	\$ 260,030	\$ 296,475	\$ 333,100	\$ 36,625
Operating Expenses	712,594	707,675	703,732	768,898	690,258	731,229	40,971
Non-Operating	23,244	4,691	45,954	392,708	342,708	-	(342,708)
Total	\$ 1,014,277	\$ 976,464	\$ 1,025,035	\$ 1,421,636	\$ 1,329,441	\$ 1,064,329	\$ (265,112)

Fiscal Year 2022-2023 Adopted Budget:

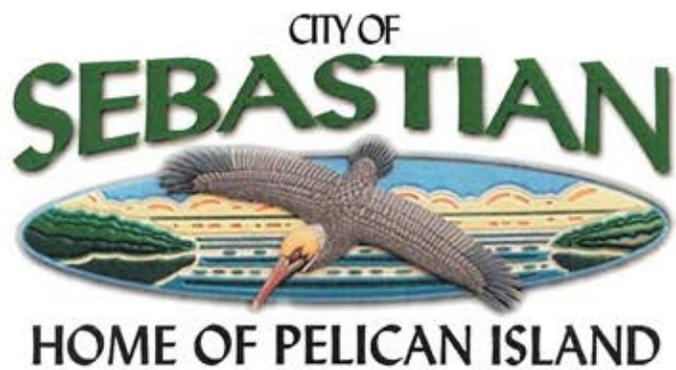
Major Current Level Changes from Fiscal Year 2021-2022 Projected Expenditures:

	Difference
1. Personal Services - Increase due primarily to higher anticipated HRA expenses.	\$ 36,625
2. Operating Expenses - Increase due to higher anticipated insurance costs and consolidation of payment of city telephone service.	\$ 40,971
3. Non-Operating Expenses - Decrease due to completion of projects in prior year.	\$ (342,708)

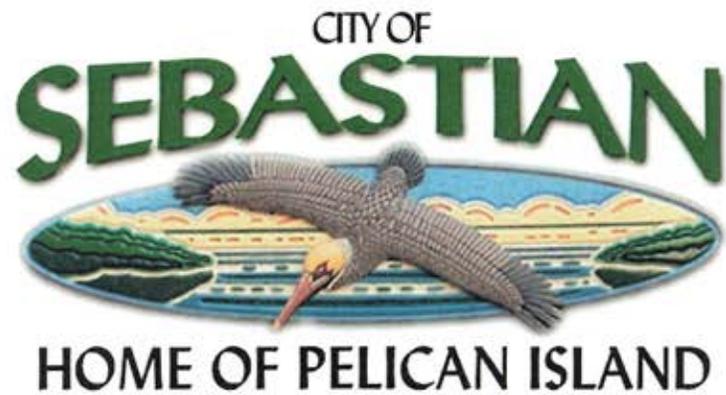
CITY OF SEBASTIAN, FLORIDA 2022/2023 ANNUAL BUDGET

GENERAL FUND NON-DEPARTMENTAL Code: 010099

Account		FY 18/19	FY 19/20	FY 20/21	Amended	FY 21/22	FY 22/23
Number	Description	Actual	Actual	Actual	Budget	Projected	Budget
PERSONAL SERVICES							
512301	Group Health Insurance	41,304	14,333	7,361	4,830	3,965	1,900
512307	Health Reimbursement Account	234,740	242,959	266,935	252,000	289,760	300,000
512500	Unemployment	2,395	6,806	1,054	3,200	2,750	3,200
512700	Additional Compensation	0	0	0	0	0	28,000
TOTAL PERSONAL SERVICES		278,439	264,098	275,349	260,030	296,475	333,100
OPERATING EXPENDITURES							
533100	Professional Services	7,500	24,450	28,330	60,069	57,410	33,866
533110	Prof Services - Labor Attorney	19,296	0	0	0	0	0
533120	Consultants	5,000	0	0	0	0	0
533400	Other Contractual Services	48	15,153	4,528	17,500	17,300	4,000
533425	Contract Mowing Services	5,580	9,527	5,499	10,000	8,000	10,000
534101	Telephone	19,260	16,123	17,182	17,160	15,250	37,945
534110	Internet Services	3,795	2,374	1,784	1,320	1,335	1,380
534120	Postage	672	671	741	2,978	2,900	1,200
534310	Electric	39,383	36,848	36,042	36,000	43,650	45,840
534320	Water/Sewer	4,182	4,281	4,991	4,800	4,410	4,680
534500	Insurance	270,104	281,457	323,073	339,528	275,000	300,050
534501	Claims	48,738	78,071	4,675	16,343	4,200	15,000
534630	R&M Office Equipment	600	2,400	2,400	2,400	2,400	2,400
534805	4th of July	32,004	25,927	31,415	32,750	32,000	37,000
534815	Memorial Bricks	441	1,185	1,870	2,100	3,750	4,100
534816	100th Anniversary Expenses	0	0	0	0	0	3,000
534825	Advertising Expenditures	2,487	309	1,125	2,990	1,125	1,125
534835	Special Employee Events	4,938	4,815	5,963	6,000	6,500	8,000
534942	PD Safety Class Expenses	1,360	0	0	0	0	0
543943	PD COPE Unit Expenses	18,048	0	0	0	0	0
534944	Supplies-PS Empl Exp Fund	7,227	0	0	0	0	0
534980	Payment-Riverfront CRA Fund	183,130	182,732	215,305	192,927	192,832	192,893
535200	Departmental Supplies	1,396	1,479	2,705	2,683	2,650	2,550
535410	Dues and Memberships	3,250	3,422	3,656	3,750	3,900	4,250
535450	Training and Education	2,000	0	0	0	0	3,000
535454	PBA Tuition Reimb Plan	1,184	5,079	1,073	4,000	2,600	4,000
535455	PEA Tuition Reimb Plan	0	1,754	1,804	4,000	2,800	4,000
535705	Property Taxes	(36)	0	0	0	0	0
535710	Non-Ad Valorem Tax	31,007	9,617	9,571	9,600	10,246	10,950
TOTAL OPERATING EXPENSES		712,594	707,675	703,732	768,898	690,258	731,229
CAPITAL OUTLAY							
606400	Vehicles and Equipment	0	0	0	0	0	0
TOTAL CAPITAL OUTLAY		0	0	0	0	0	0
NON-OPERATING							
909131	Interfund Trfr to Fund 310	0	0	0	50,671	671	0
909132	Interfund Trfr to Fund 320	2,787	0	45,954	318,671	318,671	0
909140	Interfund Trfr to Fund 140	20,457	0	0	0	0	0
909145	Interfund Trfr to Fund 450	0	4,691	0	3,643	3,643	0
909545	Interfund Trfr to 455	0	0	0	19,723	19,723	0
909901	Contingency	0	0	0	0	0	0
TOTAL NON-OPERATING		23,244	4,691	45,954	392,708	342,708	0
TOTAL NON-DEPARTMENTAL		1,014,277	976,464	1,025,035	1,421,636	1,329,441	1,064,329
OTHER FINANCING USES							
909330	Unappropriated Budget Savings	0	0	0	0	0	0
TOTAL EXPENDITURES AND OTHER USES		1,014,277	976,464	1,025,035	1,421,636	1,329,441	1,064,329

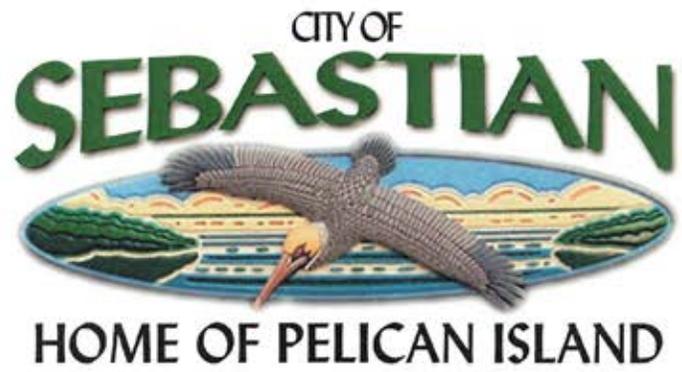


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CITY OF SEBASTIAN, FLORIDA
ANNUAL BUDGET
FISCAL YEAR 2022-2023

SPECIAL REVENUE FUNDS



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SPECIAL REVENUE FUNDS

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

Local Option Gas Tax Fund (LOGT)	\$ 1,052,574
Discretionary Sales Tax Fund (DST)	5,258,846
Riverfront Community Redevelopment Agency	424,299
Parking In-Lieu-Of Fund	539
Recreation Impact Fee Fund	163,389
Stormwater Utility Fund	2,259,154
Law Enforcement Forfeiture Fund	<u>1,160</u>
TOTAL	<u>\$ 9,159,961</u>

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

CITY OF SEBASTIAN, FLORIDA 2022/2023 ANNUAL BUDGET

LOCAL OPTION GAS TAX

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

LOCAL OPTION GAS TAX FUND REVENUE

Code: 120010

Account <u>Number</u>	<u>Description</u>	<u>FY 18/19</u> <u>Actual</u>	<u>FY 19/20</u> <u>Actual</u>	<u>FY 20/21</u> <u>Actual</u>	<u>Amended</u> <u>FY 21/22</u> <u>Budget</u>	<u>FY 21/22</u> <u>Projected</u>	<u>FY 22/23</u> <u>Budget</u>
TAXES							
312400	Local Option Gas Tax	711,023	686,491	741,313	735,600	751,340	777,637
TOTAL TAXES		711,023	686,491	741,313	735,600	751,340	777,637
MISCELLANEOUS REVENUE							
334492	FDOT Lighting Agreement	13,295	13,694	14,105	14,528	14,528	14,964
361100	Interest Income	7,178	1,491	503	945	3,100	2,479
361105	SBA Interest Earnings	1,724	500	0	0	0	0
TOTAL MISCELLANEOUS REVENUE		22,196	15,685	14,608	15,473	17,628	17,443
NON-REVENUE SOURCES							
389991	Appropriation From Fund Balance	2,734	150,709	149,760	12,724	0	257,494
TOTAL NON-REVENUE SOURCES		2,734	150,709	149,760	12,724	0	257,494
TOTAL LOCAL OPTION GAS TAX		735,954	852,884	905,680	763,797	768,968	1,052,574

CITY OF SEBASTIAN, FLORIDA 2022/2023 ANNUAL BUDGET

LOCAL OPTION GAS TAX FUND EXPENDITURES

Code: 120051

Account Number	Description	FY 18/19 Actual	FY 19/20 Actual	FY 20/21 Actual	Amended FY 21/22 Budget	FY 21/22 Projected	FY 22/23 Budget
OPERATING							
533100	Professional Services	0	0	0	0	0	0
533400	Other Contractual Services	0	0	0	38,900	38,900	0
533452	Road Maintenance Service	1,350	0	0	0	0	0
534315	Public Lighting	0	0	0	0	0	0
534695	Railroad Crossing Maintenance	48,344	5,400	5,400	5,400	5,400	5,400
535310	Road Materials and Supplies	0	0	0	0	0	0
535380	Signalization Supplies	19,011	0	96,564	0	0	0
TOTAL OPERATING EXPENDITURES		68,705	5,400	101,964	44,300	44,300	5,400
CAPITAL OUTLAY							
606400	Vehicles and Equipment	0	105,554	34,372	4,870	4,870	0
TOTAL CAPITAL OUTLAY		0	105,554	34,372	4,870	4,870	0
DEBT SERVICE							
707105	Principal - Paving Loan	224,000	229,000	233,000	237,000	237,000	121,000
707205	Interest - Paving Loan	19,187	14,886	10,398	5,801	5,801	1,174
TOTAL DEBT SERVICE		243,187	243,886	243,398	242,801	242,801	122,174
NON-OPERATING							
909132	Trfr to Fund 320	0	0	46,581	0	0	0
909133	Trfr to Fund 330	424,062	498,043	479,365	112,724	112,724	925,000
909990	Unappropriated	0	0	0	359,102	364,273	0
TOTAL NON-OPERATING		424,062	498,043	525,946	471,826	476,997	925,000
TOTAL LOCAL OPTION GAS TAX		735,954	852,884	905,680	763,797	768,968	1,052,574

CITY OF SEBASTIAN, FLORIDA 2022/2023 ANNUAL BUDGET

DISCRETIONARY SALES TAX

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

DISCRETIONARY SALES TAX FUND REVENUE

Code: 130010

Account Number	Description	FY 18/19 Actual	FY 19/20 Actual	FY 20/21 Actual	Amended FY 21/22 Budget	FY 21/22 Projected	FY 22/23 Budget
TAXES							
312600	Discretionary Sales Tax	3,524,825	3,469,568	4,037,460	4,311,580	5,010,327	5,160,637
TOTAL TAXES		3,524,825	3,469,568	4,037,460	4,311,580	5,010,327	5,160,637
MISCELLANEOUS REVENUE							
361100	Interest Income	100,357	60,458	33,203	46,500	30,741	96,209
361105	SBA Interest Earnings	15,394	7,668	1,995	2,000	2,000	2,000
TOTAL MISCELLANEOUS REVENUE		115,751	68,126	35,198	48,500	32,741	98,209
NON-REVENUE SOURCES							
389991	Appropriation From PY Fund Balan	0	0	680,344	6,726,401	4,810,374	0
TOTAL NON-REVENUE SOURCES		0	0	680,344	6,726,401	4,810,374	0
TOTAL DISCRETIONARY SALES TAX		3,640,576	3,537,694	4,753,002	11,086,481	9,853,442	5,258,846

CITY OF SEBASTIAN, FLORIDA 2022/2023 ANNUAL BUDGET

DISCRETIONARY SALES TAX FUND EXPENDITURES
Code: 130051

<u>Account Number</u>	<u>Description</u>	<u>FY 18/19 Actual</u>	<u>FY 19/20 Actual</u>	<u>FY 20/21 Actual</u>	<u>Amended FY 21/22 Budget</u>	<u>FY 21/22 Projected</u>	<u>FY 22/23 Budget</u>
OPERATING							
533300	Engineering Services	9,675	15,487	0	0	0	0
TOTAL OPERATING EXPENDITURES		9,675	15,487	0	0	0	0
CAPITAL OUTLAY							
606400	Vehicles and Equipment	0	0	0	203,306	203,306	0
606910	Sidewalks/Bikepaths	0	0	17,849	14,302	7,151	0
TOTAL CAPITAL OUTLAY		0	0	17,849	217,608	210,457	0
NON-OPERATING							
909131	Trfr to Capital Projects Fund 310	848,442	828,306	298,274	1,176,051	1,220,289	1,388,053
909132	Trfr to CIP Fund 320	27,191	268,712	413,247	369,985	99,985	0
909133	Trfr to Transp Impr Fund 330	25,066	721,723	3,402,826	6,552,855	6,552,855	1,113,000
909263	Trfr to Stormwater Debt Svs 263	402,914	401,355	400,961	233,403	233,403	0
909363	Trfr to Stormwater Impr Fund 363	92,760	0	96,908	1,590,138	590,137	950,000
909455	Trfr to Fund 455 AP	204,497	101,653	122,937	946,441	946,316	944,419
909990	Unappropriated	2,030,031	1,200,458	0	0	0	863,374
TOTAL NON-OPERATING		3,630,901	3,522,207	4,735,153	10,868,873	9,642,985	5,258,846
TOTAL DISCRETIONARY SALES TAX		3,640,576	3,537,694	4,753,002	11,086,481	9,853,442	5,258,846

CITY OF SEBASTIAN, FLORIDA 2022/2023 ANNUAL BUDGET

COMMUNITY REDEVELOPMENT AGENCY

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

COMMUNITY REDEVELOPMENT AGENCY REVENUES

Code: 140010

Account		FY 18/19	FY 19/20	FY 20/21	Amended	FY 21/22	FY 22/23
Number	Description	Actual	Actual	Actual	FY 21/22	FY 21/22	FY 22/23
					Budget	Projected	Budget
TAXES							
338200	Tax Increment Revenue - Sebastian	183,130	182,732	215,305	197,927	192,832	190,290
338200	Tax Increment Revenue - County	201,086	220,508	242,367	233,714	192,832	190,290
TOTAL TAXES		384,216	403,240	457,672	431,641	385,664	380,580
MISCELLANEOUS REVENUE							
361100	Interest Income	9,791	2,426	1,267	3,000	4,000	6,000
361105	SBA Interest Earnings	4,310	2,656	200	1,780	780	1,719
362100	Rents and Royalties	36,000	36,000	36,000	36,000	36,000	36,000
366000	Contributions & Donations	3,000	0	0	0		
TOTAL MISCELLANEOUS REVENUE		53,101	41,082	37,467	40,780	40,780	43,719
NON-REVENUE SOURCES							
381001	Transfer from General Fund	20,457	0	0	0	0	0
389991	Fund Balance Carried Forward	49,709	0	0	317,216	82,658	0
TOTAL NON-REVENUE SOURCES		70,166	0	0	317,216	82,658	0
TOTAL RIVERFRONT REDEVELOPMENT		507,484	444,322	495,139	789,637	509,102	424,299

CITY OF SEBASTIAN, FLORIDA 2022/2023 ANNUAL BUDGET

COMMUNITY REDEVELOPMENT AGENCY EXPENDITURES

Code: 140051

<u>Account Number</u>	<u>Description</u>	<u>FY 18/19 Actual</u>	<u>FY 19/20 Actual</u>	<u>FY 20/21 Actual</u>	<u>Amended FY 21/22 Budget</u>	<u>FY 21/22 Projected</u>	<u>FY 22/23 Budget</u>
OPERATING EXPENDITURES							
533100	Professional Services	5,000	5,000	5,000	5,000	5,000	5,000
533120	Consultants	19,705	256	0	0	0	0
533200	Audit Fees	0	0	5,000	5,000	5,000	5,000
533201	Admin Svcs Provided by the GF	90,372	99,076	89,725	92,655	92,655	62,431
533400	Other Contractual Services	192,224	124,774	96,195	100,282	99,942	99,942
534000	Travel and Per Diem	0	0	0	300	0	500
534120	Postage	0	126	7	100	0	0
534320	Water and Sewer	365	0	0	0	0	0
534400	Rents and Leases	5,480	4,217	4,302	4,300	4,302	4,950
534698	Other CRA Maintenance Expenses	0	0	0	12,245	10,000	10,000
534699	Maint Expenses	35,466	9,653	18,020	37,755	50,000	20,000
534830	Special Events Expense	43,460	41,210	32,125	50,000	50,000	50,000
534920	Legal Ads	569	121	279	500	300	300
535410	Dues & Memberships	670	670	795	795	795	795
545450	Training and Education	0	395	0	395	395	400
535710	Non-Ad Valorem Taxes	2,928	1,396	1,478	1,500	1,582	1,600
TOTAL OPERATING EXPENDITURES		396,239	286,894	252,927	310,827	319,971	260,918
GRANTS AND AIDS							
820100	Façade/Sign Improvement Program	0	15,000	5,323	40,000	5,000	0
820200	Sewer Connection Program	111,245	24,424	0	0	68,366	0
TOTAL GRANTS AND AIDS		111,245	39,424	5,323	40,000	73,366	0
NON-OPERATING							
909132	Interfund Trfr to CIP Fund 320	0	13,448	137,415	312,944	87,944	15,000
909363	Interfund Trfr to CIP Fund 363	0	0	36,890	125,866	27,821	0
909990	Unappropriated	0	104,556	62,584	0	0	148,381
TOTAL NON-OPERATING		0	118,004	236,889	438,810	115,765	163,381
TOTAL RIVERFRONT REDEVELOPMENT		507,484	444,322	495,139	789,637	509,102	424,299

CITY OF SEBASTIAN, FLORIDA 2022/2023 ANNUAL BUDGET

PARKING IN-LIEU-OF FUND

PARKING IN-LIEU-OF FUND REVENUE

Code: 150010

Account Number	Description	FY 18/19 Actual	FY 19/20 Actual	FY 20/21 Actual	Amended FY 21/22 Budget	FY 21/22 Projected	FY 22/23 Budget
MISCELLANEOUS REVENUE							
361100	Interest Income	0	0	0	0	0	0
361105	SBA Interest Earnings	1,393	672	101	141	143	195
363400	Parking In-Lieu-Of Fee	0	3,010	11,798	2,928	25,944	344
TOTAL MISCELLANEOUS REVENUE		1,393	3,682	11,899	3,069	26,087	539
NON-REVENUE SOURCES							
389991	Appropriation From PY Fund Balance	0	0	0	0	0	0
TOTAL NON-REVENUE SOURCES		0	0	0	0	0	0
TOTAL PARKING IN-LIEU-OF FUND		1,393	3,682	11,899	3,069	26,087	539

PARKING IN-LIEU-OF FUND EXPENDITURES

Code: 150051

Account Number	Description	FY 18/19 Actual	FY 19/20 Actual	FY 20/21 Actual	Amended FY 21/22 Budget	FY 21/22 Projected	FY 22/23 Budget
CAPITAL OUTLAY AND PROJECTS							
606310	Improvements Other Than Buildings	0	0	0	0	0	0
606908	Parking	0	0	0	0	0	0
TOTAL CAPITAL OUTLAY AND PROJECTS		0	0	0	0	0	0
NON-OPERATING							
909133	Transfer to CIP Fund 330	0	0	0	0	0	0
909990	Unappropriated	1,393	3,682	11,899	3,069	26,087	539
TOTAL NON-OPERATING		1,393	3,682	11,899	3,069	26,087	539
TOTAL PARKING IN-LIEU-OF FUND		1,393	3,682	11,899	3,069	26,087	539

CITY OF SEBASTIAN, FLORIDA 2022/2023 ANNUAL BUDGET

STORMWATER UTILITY FUND

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

SUMMARY OF REVENUES AND EXPENDITURES

<u>Description</u>	<u>FY 18/19</u>	<u>FY 19/20</u>	<u>FY 20/21</u>	<u>Amended</u> <u>FY 21/22</u>	<u>FY 21/22</u>	<u>FY 22/23</u>
	<u>Actual</u>	<u>Actual</u>	<u>Actual</u>	<u>Budget</u>	<u>Projected</u>	<u>Budget</u>
Total Revenues	\$ 2,076,432	\$ 1,969,428	\$ 1,958,662	\$ 1,956,244	\$ 1,959,935	\$ 1,959,621
Total Expenses	\$ 1,537,182	\$ 1,483,392	\$ 1,616,148	\$ 2,832,434	\$ 2,199,322	\$ 2,259,154
Change in Unrestricted Reserves	539,250	486,036	342,514	\$ (876,190)	\$ (239,387)	\$ (299,533)

FISCAL YEAR 2022 ACCOMPLISHMENTS

- ✓ Clearing and re-grading of the Lanfair ditch removing 392,120 pounds of debris to restore and allow a clear stormwater conveyance system
- ✓ Acquire and began utilizing an aquatic vegetation bucket to help limit water ponding and degradation of roadways at excavation/regrading sites
- ✓ Assisted Leisure Services with clearing and drainage projects at Garden Club Park
- ✓ Serviced and maintained 100% of the City’s baffle box treatment structures each quarter
- ✓ Maintained City’s numerous catch basins in a manner that protects water quality and ensures proper functioning during storm events
- ✓ Continued training for staff regarding Maintenance of Traffic Operations (MOT) for safety and Best Management Practices for Florida Stormwater and water quality
- ✓ Trained two employees to become certified CDL trainers who will lead the City’s CDL training school
- ✓ Began new concrete, sod, and mowing contracts for City Stormwater maintenance and projects

CITY OF SEBASTIAN, FLORIDA 2022/2023 ANNUAL BUDGET

FISCAL YEAR 2023 GOALS AND OBJECTIVES

- Complete the Stonecrop Drainage Project on time per the FEMA Grant requirements
- Begin construction for the Riviera and Gardenia piping project
- Implement a successful example project of littoral shelf planting at Tulip Pond
- Continue to update the Stormwater master plan's data acquisition with Trimble units and maintenance tablets/cellphones
- Implement a work order/asset management system that is GIS linked for tracking service requests, work orders, labor utilized, and supplies utilized to complete our everyday tasks more efficiently
- Complete the Stormwater Master Plan and roll-out multiple Capital Improvements Projects according the results
- Manage multiple Capital Improvement Projects utilizing Infrastructure Bill funds according to all of the appropriate deadlines and regulations
- Continue to maintain all of the City's baffle boxes and catch basins for proper drainage and to protect water quality

PERFORMANCE MEASURES

Performance Indicators	Actual 2018/2019	Actual 2019/2020	Actual 2020/2021	Projected 2021/2022	Projected 2022/2023
Miles of swales	280	280	280	280	280
Linear feet of swales reconstructed	28,500	10,000	30,000	20,000	40,000
Miles of ditches maintained	80	70	50	80	80
Catch basin and culverts maintained	205	150	205	205	205
Linear feet Main Ditches reconstructed	1,000	500	2,000	2,000	500
Road Crossing Pipe Replacements	20	9	8	20	15

STORMWATER UTILITY PROGRAM BUDGET DESCRIPTION

STAFFING		NATURE OF ACTIVITY
21/22	22/23	
60.00%	60.00%	Drainage Maintenance - Clean and spray stormwater swales, ditches and canals. Maintain 9 miles of large canals. Maintain ditches, swales and side yard ditches.
15.00%	10.00%	Catch basins, Manholes and Culverts - Hand clean and mow small drainage ditches. Maintain 310 catch basins and large/small culverts.
10.00%	8.00%	General Administration - Preparation of budget, update service records. Maintain equipment records. Review contracts and construction drawings on City contract work. Meet with public as necessary. Coordinate employee training and education.
10.00%	12.00%	Building Dept Related Reviews: Site Plan Review, Pool Drainage Plan Review, Fence Permits, Driveway Permits, and meeting with engineers, contractors, and public as necessary.
5.00%	10.00%	Capital Projects - Planning, Design, Specifications Consultant Coordination Bidding and Contracts, Construction Management inspections.
100.00%	100.00%	

CITY OF SEBASTIAN, FLORIDA 2022/2023 ANNUAL BUDGET

STORMWATER UTILITY DIVISION REVENUE Code: 163010

Account Number	Description	FY 18/19 Actual	FY 19/20 Actual	FY 20/21 Actual	Amended FY 21/22 Budget	FY 21/22 Projected	FY 22/23 Budget
CHARGES FOR SERVICES							
363630	Stormwater Utility Fee	1,969,967	1,853,143	1,920,458	1,952,000	1,922,055	1,922,055
363631	Delinquent Stormwater Fees	68,701	59,008	32,788	0	30,000	30,000
TOTAL CHARGES FOR SERVICES		2,038,668	1,912,151	1,953,246	1,952,000	1,952,055	1,952,055
MISCELLANEOUS REVENUE							
361100	Interest Income	27,087	12,101	4,676	3,404	7,000	7,000
361105	SBA Interest	9,801	6,244	650	840	880	566
361150	Other Interest	875	681	90	0	0	0
364100	Sale of Fixed Assets	0	38,250	0	0	0	0
TOTAL MISCELLANEOUS REVENUE		37,764	57,277	5,416	4,244	7,880	7,566
TOTAL STORMWATER REVENUES		2,076,432	1,969,428	1,958,662	1,956,244	1,959,935	1,959,621
USE OF UNRESTRICTED RESERVES		0	0	0	876,190	239,387	299,533
TOTAL STORMWATER UTILITY		2,076,432	1,969,428	1,958,662	2,832,434	2,199,322	2,259,154

STORMWATER UTILITY DIVISION BUDGET SUMMARY

The Fiscal Year 2022-2023 adopted budget for the Stormwater Utility Division, excluding budgeted contingency, is \$ 2,259,154. This compares to the 2021 2022 projected expenditures of \$ 2,199,322, an increase of \$ 59,832, or 2.72%.

	FY 18/19		FY 19/20		FY 20/21		Amended FY 21/22		FY 21/22		FY 22/23	
	Actual	Actual	Actual	Actual	Actual	Budget	Projected	Projected	Budget	Budget	Difference	
Personal Services	\$ 848,908	\$ 654,105	\$ 685,797	\$ 872,376	\$ 746,485	\$ 913,265	\$ 166,780					
Operating Expenses	536,317	613,330	790,024	939,205	878,626	1,304,589	425,963					
Capital Outlay	18,198	186,937	123,824	226,374	232,601	41,300	(191,301)					
Non-Operating	133,759	29,019	16,503	794,479	341,610	-	(341,610)					
Total	\$ 1,537,182	\$ 1,483,392	\$ 1,616,148	\$ 2,832,434	\$ 2,199,322	\$ 2,259,154	\$ 59,832					

Fiscal Year 2022-23 Adopted Budget:

Major Current Level Changes from Fiscal Year 2021-21 Projected Expenditures:

	Difference
1. Personal Services - Increase due to minimum pay rate adjustments, a new part time position, and having positions full all year.	\$ 166,780
2. Operating Expenses - Increase due primarily to new mowing contract costs and anticipated repair costs.	\$ 425,963
3. Capital Outlay - Decrease due to less large equipment requested this year.	\$ (191,301)
4. Non-Operating - Decrease due to fewer projects scheduled this year.	\$ (341,610)

CITY OF SEBASTIAN, FLORIDA 2022/2023 ANNUAL BUDGET

PERSONAL SERVICES SCHEDULE

STORMWATER UTILITY DIVISION

<u>POSITION</u>	<u>PAY RANGE</u>	<u>FULL TIME EQUIVALENTS</u>				<u>Projected</u>	<u>Budget</u>
		<u>20/21</u>	<u>21/22</u>	<u>Amended</u>		<u>Expenditures</u>	
				<u>21/22</u>	<u>22/23</u>	<u>21/22</u>	
Stormwater Superintendent	57,209 / 91,568	1.00	1.00	1.00	1.00	81,700	81,500
Stormwater Utility Inspector	42,690 / 64,314	1.00	1.00	1.00	1.50	39,900	69,750
Maintenance Worker III	40,657 / 52,293	3.00	3.00	3.00	3.00	109,100	124,750
Maintenance Worker II	36,877 / 49,291	2.00	2.00	2.00	3.00	54,000	111,500
Maintenance Worker I	31,200 / 46,462	6.00	8.00	8.00	5.00	175,300	157,250
Clerical Assistant II (P/T)	\$ 15.00/hr - \$ 23.00/hr	0.50	0.50	0.50	0.50	14,500	18,000
		13.50	15.50	15.50	14.00		
TOTAL SALARIES						\$ 474,500	\$ 562,750
						Overtime	16,000
						FICA Taxes	37,700
						Clothing Allowance	1,760
						Deferred Compensation	39,600
						Group Health Insurance Premium	99,000
						Health Reimbursement Account	30,000
						Employee Assistance Program	182
						Worker's Comp Insurance	47,743
						Additional Compensation	-
						Total Personal Services	\$ 746,485
							\$ 913,265

CAPITAL OUTLAY SCHEDULE

STORMWATER UTILITY DIVISION - TO BE FUNDED FROM STORMWATER UTILITY FUND

<u>Description</u>	<u>EXPENDITURES PER FISCAL YEAR</u>					
	<u>2022/23</u>	<u>2023/24</u>	<u>2024/25</u>	<u>2025/26</u>	<u>2026/27</u>	<u>TO TAL</u>
Pick-Up Truck	36,000	-	-	-	-	36,000
Stormwater Pond Fountains	5,300	-	-	-	-	5,300
	\$ 41,300	\$ -	\$ -	\$ -	\$ -	\$ 41,300

STORMWATER UTILITY DIVISION - TO BE FUNDED FROM DISCRETIONARY SALES TAX

<u>Description</u>	<u>EXPENDITURES PER FISCAL YEAR</u>					
	<u>2022/23</u>	<u>2023/24</u>	<u>2024/25</u>	<u>2025/26</u>	<u>2026/27</u>	<u>TO TAL</u>
Bulldozer	\$ 150,000	\$ -	\$ -	\$ -	\$ -	\$ 150,000
Slip lining/Pipe Replacement	150,000	165,000	182,000	200,000	220,000	917,000
Swale/Driveway/Culvert Repairs	150,000	165,000	182,000	200,000	200,000	897,000
Canal Restoration	500,000	500,000	-	-	-	1,000,000
Stonecrop Drainage Improvements	365,146	-	-	-	-	365,146
Tulip Drive Crossing	-	250,000	-	-	-	250,000
Bay front Road Crossing	-	-	250,000	-	-	250,000
Ocean Cove Drainage	-	-	-	350,000	-	350,000
	\$ 1,315,146	\$ 1,080,000	\$ 614,000	\$ 750,000	\$ 420,000	\$ 1,067,000

CITY OF SEBASTIAN, FLORIDA 2022/2023 ANNUAL BUDGET

STORMWATER UTILITY DIVISION EXPENDITURES

Code: 163051

Account Number	Description	FY 18/19 Actual	FY 19/20 Actual	FY 20/21 Actual	Amended FY 21/22 Budget	FY 21/22 Projected	FY 22/23 Budget
PERSONAL SERVICES							
511200	Regular Salaries	575,906	422,939	439,120	543,946	474,500	562,750
511300	Temporary Salaries	12,960	11,408	0	0	0	0
511400	Overtime	5,950	6,412	15,338	6,000	16,000	16,000
512100	FICA Taxes	45,056	33,567	34,134	42,278	37,700	44,703
512215	Clothing Allowance	1,300	1,540	1,450	1,800	1,760	1,680
512225	Deferred Compensation	52,117	37,548	38,840	48,456	39,600	48,724
512301	Group Health Insurance Premium	89,950	83,887	90,988	137,519	99,000	142,925
512307	Health Reimbursement Account	8,284	19,242	23,989	38,000	30,000	36,000
512309	Employee Assistance Program	199	201	190	238	182	206
512400	Worker's Comp Insurance	57,184	37,362	41,748	53,239	47,743	56,377
512700	Additional Compensation	0	0	0	900	0	3,900
TOTAL PERSONAL SERVICES		848,908	654,105	685,797	872,376	746,485	913,265
OPERATING EXPENSES							
533100	Professional Services	237	0	25,971	12,662	8,029	12,000
533150	Engineering Services	0	0	28,018	0	0	0
533201	Admin Svcs Provided by GF	0	80,555	89,345	90,989	90,989	100,088
533400	Other Contractual Services	2,352	3,121	6,543	4,315	6,714	8,620
533411	Permit Fees	0	0	0	0	0	7,988
533420	Pest/Weed Control	26,023	27,811	20,347	63,000	63,000	65,000
533425	Contract Mowing Services	281,080	246,700	328,428	373,842	373,842	622,342
534000	Travel and Per Diem	0	0	0	2,000	2,000	3,520
534101	Telephone	1,314	668	87	0	0	0
534105	Cellular Telephone	1,920	1,128	1,160	1,488	1,350	2,370
534110	Internet Services	101	448	231	240	235	960
534120	Postage	46	385	262	100	388	2,360
534310	Electric	5,770	9,381	6,813	9,000	8,880	8,880
534320	Water/Sewer	867	868	968	1,080	855	900
534380	Trash Pickup/Hauling	797	1,838	2,797	2,500	6,680	7,000
534400	Rents and Leases	6,000	3,000	0	0	0	0
534420	Equipment Leases	3,120	19,903	14,704	17,500	3,940	18,208
534500	Insurance	21,022	19,066	22,193	23,305	16,565	17,765
534620	R & M - Vehicles	18,573	18,015	34,664	23,000	33,132	25,000
534630	R & M - Office Equipment	26	99	111	144	120	240
534640	R & M - Operating Equipment	67,299	87,037	89,273	127,500	77,457	162,000
534920	Legal Ads	945	1,517	40	1,500	823	2,345
535200	Departmental Supplies	5,440	4,010	4,981	5,760	5,760	7,180
535210	Computer Supplies	395	1,356	0	2,300	2,300	8,700
535230	Small Tools and Equipment	8,644	2,709	3,199	3,000	3,000	5,000
535260	Gas and Oil	49,120	32,806	43,866	50,000	53,334	65,000
535270	Uniforms and Shoes	3,068	3,543	3,493	4,980	4,980	3,265
535275	Safety Equipment	566	2,665	600	2,000	2,000	2,900
535310	Road Materials & Supplies	4,638	11,304	4,546	8,200	11,953	15,000
535320	Sod	9,850	6,286	3,677	25,000	25,000	25,000
535350	Cement	2,499	4,374	4,061	9,000	12,000	18,000
535355	Culvert Pipes	13,119	19,034	46,674	53,000	55,000	68,000
535410	Membership & Professional Dues	180	857	1,761	1,800	1,800	1,488
535450	Training and Education	1,309	2,848	1,210	20,000	6,500	17,470
TOTAL OPERATING EXPENDITURES		536,317	613,330	790,024	939,205	878,626	1,304,589
CAPITAL OUTLAY							
606300	IOTB	0	0	0	13,500	13,500	5,300
606400	Vehicles and Equipment	18,198	186,937	123,824	212,874	219,101	36,000
TOTAL CAPITAL OUTLAY		18,198	186,937	123,824	226,374	232,601	41,300
NON-OPERATING							
909363	Interfund Trfr to CIP Fund 363	133,759	29,019	16,503	794,479	341,610	0
TOTAL NON-OPERATING		133,759	29,019	16,503	794,479	341,610	0
TOTAL STORMWATER UTILITY		1,537,182	1,483,392	1,616,148	2,832,434	2,199,322	2,259,154
OTHER FINANCING USES							
909990	Unappropriated	539,250	486,036	342,514	0	0	0
TOTAL EXPENDITURES AND OTHER USES		2,076,432	1,969,428	1,958,662	2,832,434	2,199,322	2,259,154

CITY OF SEBASTIAN, FLORIDA 2022/2023 ANNUAL BUDGET

RECREATION IMPACT FEE FUND

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

RECREATION IMPACT FEE FUND REVENUE

Code: 160010

Account <u>Number</u> <u>Description</u>	FY 18/19 <u>Actual</u>	FY 19/20 <u>Actual</u>	FY 20/21 <u>Actual</u>	Amended FY 21/22 <u>Budget</u>	FY 21/22 <u>Projected</u>	FY 22/23 <u>Budget</u>
MISCELLANEOUS REVENUE						
361100 Interest Income	9,989	1,460	222	7,000	7,000	10,000
361105 SBA Interest Earnings	4,262	1,688	56	3,000	3,000	3,389
363270 Recreation Impact Fee	129,550	143,875	214,500	150,000	150,000	150,000
TOTAL MISCELLANEOUS REVENUE	143,801	147,023	214,779	160,000	160,000	163,389
NON-REVENUE SOURCES						
389991 Appropriation From PY Fund Balance	155,888	333,137	0	186,802	65,000	0
TOTAL NON-REVENUE SOURCES	155,888	333,137	0	186,802	65,000	0
TOTAL RECREATION IMPACT FEE	299,689	480,160	214,779	346,802	225,000	163,389

RECREATION IMPACT FEE FUND EXPENDITURES

Code: 160051

Account <u>Number</u> <u>Description</u>	FY 18/19 <u>Actual</u>	FY 19/20 <u>Actual</u>	FY 20/21 <u>Actual</u>	Amended FY 21/22 <u>Budget</u>	FY 21/22 <u>Projected</u>	FY 22/23 <u>Budget</u>
CAPITAL OUTLAY AND PROJECTS						
606300 Improvements Other Than Bldgs	0	0	0	0	0	0
TOTAL CAPITAL OUTLAY AND PROJECTS	0	0	0	0	0	0
OPERATING EXPENDITURES						
533100 Professional Services	0	0	0	0	0	0
TOTAL OPERATING EXPENDITURES	0	0	0	0	0	0
NON-OPERATING						
909132 Transfer to CIP Fund 320	299,689	480,160	121,037	346,802	225,000	55,000
909990 Unappropriated	0	0	93,742	0	0	108,389
TOTAL NON-OPERATING	299,689	480,160	214,779	346,802	225,000	163,389
TOTAL RECREATION IMPACT FEE	299,689	480,160	214,779	346,802	225,000	163,389

CITY OF SEBASTIAN, FLORIDA 2022/2023 ANNUAL BUDGET

LAW ENFORCEMENT FORFEITURE FUND

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

LAW ENFORCEMENT FORFEITURE FUND REVENUE

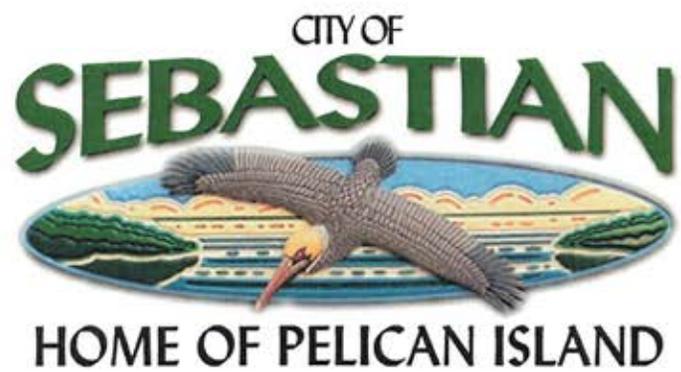
Code: 190010

<u>Account Number</u>	<u>Description</u>	<u>FY 18/19 Actual</u>	<u>FY 19/20 Actual</u>	<u>FY 20/21 Actual</u>	<u>Amended FY 21/22 Budget</u>	<u>FY 21/22 Projected</u>	<u>FY 22/23 Budget</u>
FINES AND FORFEITS							
351200	Confiscated Property	150	133	15,050	1,000	21,315	1,000
TOTAL FINES AND FORFEITS		150	133	15,050	1,000	21,315	1,000
MISCELLANEOUS REVENUE							
	JAG Grant	11,780	0	0	0	0	0
361100	Interest Income	216	100	1	50	55	100
361105	SBA Interest Earnings	778	265	49	200	40	60
365000	Sale of Surplus	0	1,300	0	0	0	0
369400	Reimbursements	1,500	0	0	0	0	0
369900	Other Misc. Revenue	0	0	1,500	0	0	0
389991	Appropriation from PY Fund Balance	18,847	4,274	0	0	0	0
TOTAL MISCELLANEOUS REVENUE		21,341	5,939	1,550	250	95	160
TOTAL LAW ENFORCEMENT FORFEITURE REVENUE		21,491	6,072	16,600	1,250	21,410	1,160

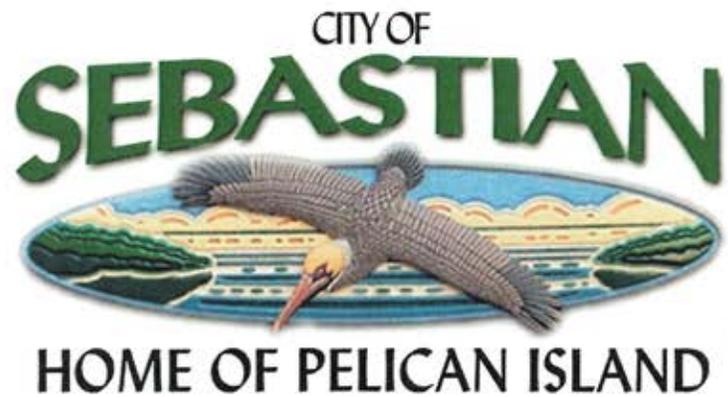
LAW ENFORCEMENT FORFEITURE FUND EXPENDITURES

Code: 190051

<u>Account Number</u>	<u>Description</u>	<u>FY 18/19 Actual</u>	<u>FY 19/20 Actual</u>	<u>FY 20/21 Actual</u>	<u>Amended FY 21/22 Budget</u>	<u>FY 21/22 Projected</u>	<u>FY 22/23 Budget</u>
OPERATING EXPENDITURES							
533100	Professional Services	2,566	5,072	0	0	1,561	0
535380	Departmental Supplies	0	0	1,500	0	0	0
TOTAL OPERATING EXPENDITURES		2,566	5,072	1,500	0	1,561	0
CAPITAL OUTLAY							
606400	Vehicles and Equipment	16,425	0	15,000	0	0	0
TOTAL CAPITAL OUTLAY		16,425	0	15,000	0	0	0
NON-OPERATING							
708199	Other Grants & Aids	2,500	1,000	0	0	0	0
909990	Unappropriated	0	0	0	1,250	19,849	1,160
TOTAL NON-OPERATING		2,500	1,000	0	1,250	19,849	1,160
TOTAL LAW ENFORCEMENT FORFEITURE EXPENDITURES		21,491	6,072	16,500	1,250	21,410	1,160



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CITY OF SEBASTIAN FLORIDA
ANNUAL BUDGET
FISCAL YEAR 2022-2023

DEBT SERVICE FUNDS

DEBT SERVICE FUNDS

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

- Stormwater Utility Revenue Bonds/Notes Debt Service Fund

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

CITY OF SEBASTIAN, FLORIDA 2022/2023 ANNUAL BUDGET

STORMWATER UTILITY REVENUE DEBT SERVICE FUND

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

STORMWATER UTILITY REVENUE BONDS/NOTES DEBT SERVICE FUND REVENUE

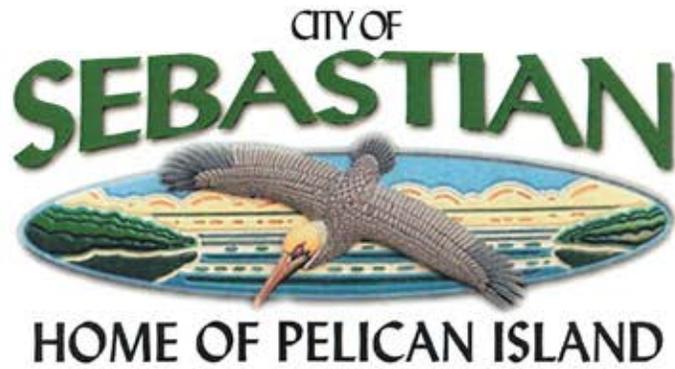
Code: 263010

Account Number	Description	FY 18/19 Actual	FY 19/20 Actual	FY 20/21 Actual	Amended FY 21/22 Budget	FY 21/22 Projected	FY 22/23 Budget
MISCELLANEOUS REVENUE							
361100	Interest Income	5,464	2,165	454	600	600	0
TOTAL MISCELLANEOUS REVENUE		5,464	2,165	454	600	600	0
NON-REVENUE SOURCES							
381130	Interfund Trfr from 130 DST	402,914	401,355	400,961	233,403	233,403	0
389991	Appropriation from PY Fund Balance	0	0	0	167,831	167,831	0
TOTAL NON-REVENUE SOURCES		402,914	401,355	400,961	401,234	401,234	0
TOTAL DEBT SERVICE FUND		408,378	403,520	401,415	401,834	401,834	0

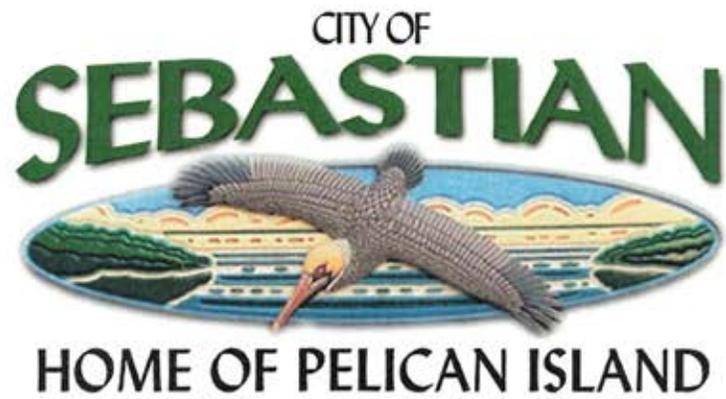
STORMWATER UTILITY REVENUE BONDS/NOTES DEBT SERVICE FUND - EXPENDITURES

Code: 263051

Account Number	Description	FY 18/19 Actual	FY 19/20 Actual	FY 20/21 Actual	Amended FY 21/22 Budget	FY 21/22 Projected	FY 22/23 Budget
DEBT SERVICE							
707163	Principal - Stormwater Series 2003	377,000	382,000	387,000	395,000	395,000	0
707263	Interest - Stormwater Series 2003	26,659	20,137	13,529	6,834	6,834	0
909990	Unappropriated	4,719	1,383	887	0	0	0
TOTAL DEBT SERVICE		408,378	403,520	401,416	401,834	401,834	0
TOTAL DEBT SERVICE FUND		408,378	403,520	401,416	401,834	401,834	0

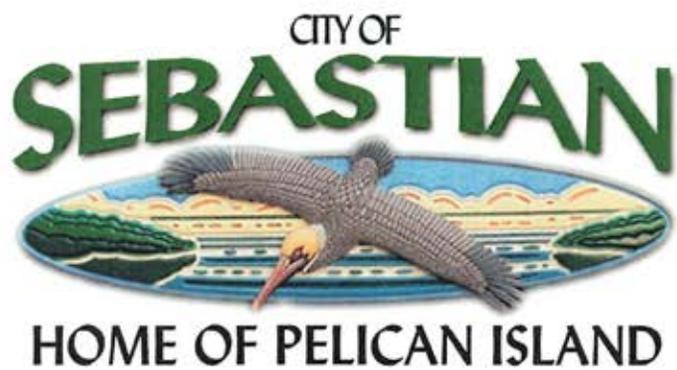


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CITY OF SEBASTIAN, FLORIDA
ANNUAL BUDGET
FISCAL YEAR 2022-2023

CAPITAL PROJECT FUNDS



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CITY OF SEBASTIAN, FLORIDA 2022/2023 ANNUAL BUDGET

CAPITAL PROJECT FUNDS

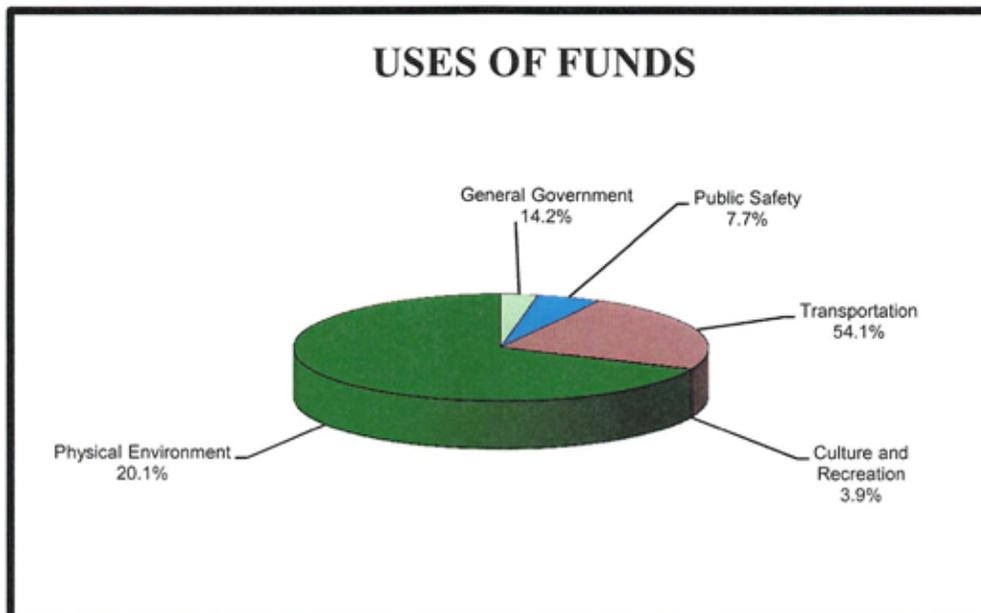
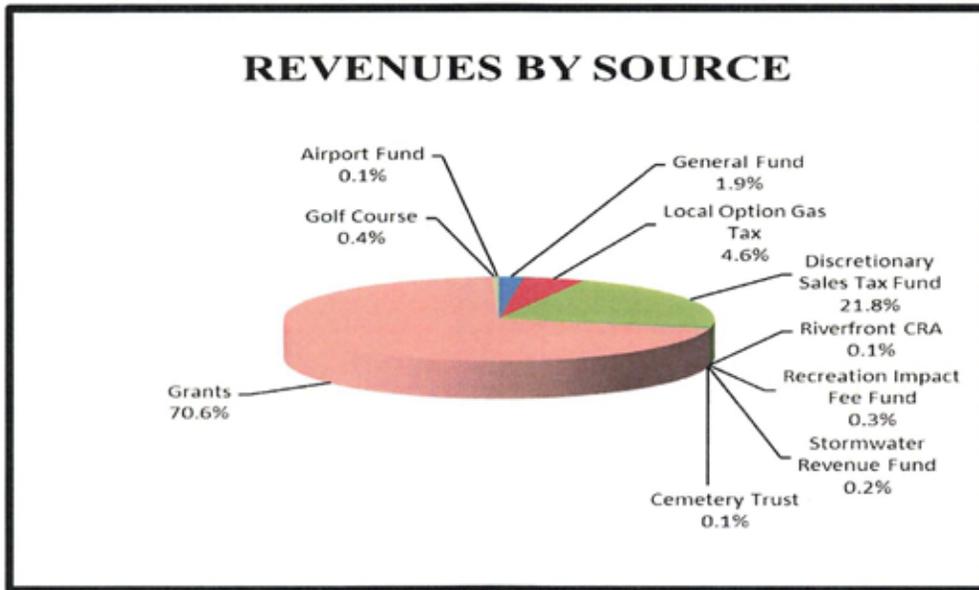
INTRODUCTION

Capital improvements include streets, buildings, building improvements, new parks, park expansions/improvements, airport runways, infrastructure improvements, and major, one-time acquisitions of equipment. Projects in the Capital Improvement Program generally cost more than \$50,000 and last at least five years but lesser capital items may also be included when they are funded by Special Revenue Funds. This section of the annual budget document consists of information on all capital improvement projects that are scheduled for Fiscal Year 2022-23.

The Capital Projects Funds include all of the City's "Pay as you go", grant and loan funded capital improvement projects. Funding for Fiscal Year 2022-23 projects is provided from General Fund, Local Option Gas Tax (LOGT), Discretionary Sales Tax (DST), Riverfront CRA, Recreation Impact Fees, Stormwater Fees, Cemetery Trust, Grants, Golf Course and Airport Fund revenues. Project expenditures are accounted for in Capital Project Funds and the Airport Project Fund, but they are presented in a consolidated manner in the budget document to facilitate review of capital projects as a whole. Any projected operating costs associated with the Fiscal Year 2022-23 projects are programmed in the respected department/division's operating budget. The details of each project and projected operating costs associated with each one can be found on the pages following the summary information. For further information regarding the basis for calculating projected operating costs and for summary information by Fund is also provided in the Capital Improvement Program presented in a subsequent section of this document. Generally, there are savings in increased efficiency, lower liability (risk) and from maintenance on the items being replaced in the years immediately following the acquisition. Then as the savings decline and additional maintenance is required on the new items, the net impact on operating cost significantly escalates.

CITY OF SEBASTIAN, FLORIDA 2022/2023 ANNUAL BUDGET

CAPITAL IMPROVEMENT FUND SOURCES AND USES OF FUNDS FOR FISCAL YEAR 2022 -- 2023



**CITY OF SEBASTIAN, FLORIDA
FISCAL YEAR 2023-28 CAPITAL IMPROVEMENT PROGRAM
BY FUNDING SOURCE**

	General	Local	Community			Recreation	Cemetery	Grants/	Golf	Airport	Total
	Fund	Option Gas Tax	DST	Redevelopmen Agency	Impact Fees	Stormwater Fund		Trust	Private Funds	Fund	
FISCAL YEAR 2022/2023											
General Government											
Vx Rail Lease Payments			43,195								43,195
City Wide Computers			35,000								35,000
COSTv Equipment			15,000								15,000
Network Infrastructure			30,000								30,000
Backup System Update			40,000								40,000
Security Cameras at Parks			28,700								28,700
Police Department											
Police Vehicles			512,200								512,200
Vehicle/Body Cameras			88,183								88,183
CAD/RMS System Update			60,775								60,775
Road Patrol Armored Vehicle			310,000								310,000
Road Patrol Equipment	70,050										70,050
Police C.O.P.E. Trailer Wrap	5,000										5,000
Transport Trailer	2,500										2,500
Investigations Equipment	13,000										13,000
Community Development											
Kiosk Signs				15,000							15,000
CDBG Grant Program								130,889			130,889
Natural Vegetation/LID Demo	15,000										15,000
Roads Department											
Concrete Mixer Truck			376,000								376,000
Bucket Truck			190,000								190,000
Brush Truck			115,000								115,000
Dump Truck			142,000								142,000
Street Repaving		600,000									600,000
Street Reconstruction		250,000									250,000
Sidewalk Replacement		75,000									75,000
Traffic Sensors	3,880										3,880
Pedestrian Crosswalk Posts	4,048										4,048
Crosswalk Flashing Beacons	10,996										10,996
Railroad Crossing Sidewalks			90,000								90,000
Sidewalk Fronting Davita Dialysis			200,000								200,000
Fleet											
Diagnostic Scanners	20,000										20,000
Public Facilities Department											
City Hall Second Floor Carpet	45,000										45,000
Facilities Maintenance Vehicles	34,000										34,000
Generator Transfer Switch PD			200,000								200,000
Air Conditioner Replacement			25,000								25,000
Cemetery											
Chain Link Fence							21,000				21,000
Leisure Services Department											
Yacht Club Improvements	20,000										20,000
Maintenance Equipment	76,000										76,000
Parks Division Vehicles	34,000										34,000
Special Event Carts	2,400										2,400
Football Goal Posts	8,500										8,500
Senior Center Carpet	10,500										10,500
Community Center Lighting	5,000										5,000
Swing/Bench Park						35,000					35,000
Park Improvements						20,000					20,000
Stormwater											
Stormwater Equipment						36,000					36,000
Stormwater Bulldozer			150,000								150,000
Slip Lining/Pipe Replacement			150,000								150,000
Swale/Driveway Culverts			150,000								150,000
Stormwater Pond Fountains						5,300					5,300
Canal Restoration			500,000					11,000,000			11,500,000
Stonecrop Drainage Improvement			365,146					1,095,440			1,460,586
Golf Course											
Golf Shop Carpet									3,000		3,000
Range Netting									77,000		77,000
Golf Maintenance Equipment									3,500		3,500
Airport											
Runway Debris Blower										9,500	9,500
Square Hangars			500,000								1,000,000
Runway 10-28/Taxiway Bravo										33,120	41,400
Runway 05-23 Rehabilitation			79,273							1,506,182	1,585,455
Total FY 2022/2023	\$ 379,874	\$ 925,000	\$ 4,395,472	\$ 15,000	\$ 55,000	\$ 41,300	\$ 21,000	\$ 14,265,631	\$ 83,500	\$ 17,780	\$ 20,199,557

**CITY OF SEBASTIAN, FLORIDA
FISCAL YEAR 2023-2028
CAPITAL IMPROVEMENT PROJECT REQUEST AND JUSTIFICATION FORM**

GENERAL GOVERNMENT - MIS DIVISION

Project Name:	Vx Rail Lease Payments	Project Description:
Funding Source:	Discretionary Sales Tax	Capital Lease Payments on VxRail Infrastructure.

Justification: This product is used to effectively manage all the Police Department programs and applications that are hosted in the cloud. It was initially acquired in FY 19-20 via a five year capital lease arrangement.

Project Costs:								Project
	<u>FY 22-23</u>	<u>FY 23-24</u>	<u>FY 24-25</u>	<u>FY 25-26</u>	<u>FY 26-27</u>	<u>FY 27-28</u>	<u>Total</u>	
	\$ 43,195	\$ 43,195	\$ 45,355	\$ 45,355	\$ 45,355	\$ 45,355	\$ 267,809	
Operating Impact:								
	\$ -	\$ (7,343)	\$ (8,639)	\$ (4,255)	\$ 5,615	\$ 19,243	\$ 4,622	

Project Pricing: Lease was provided through Dell, which was the only provider of this technology.

Project Name:	City Wide Computers	Project Description:
Funding Source:	Discretionary Sales Tax	Upgrades of 7-10 Workstations a Year for All Departments. Most of the Police Department Units will be included with Vehicle Purchases.

Justification: Computers in All Departments need to be updated on a five year schedule to keep up with technology.

Project Costs:								Project
	<u>FY 22-23</u>	<u>FY 23-24</u>	<u>FY 24-25</u>	<u>FY 25-26</u>	<u>FY 26-27</u>	<u>FY 27-28</u>	<u>Total</u>	
	\$ 35,000	\$ 45,000	\$ 35,000	\$ 45,000	\$ 35,000	\$ 45,000	\$ 240,000	
Operating Impact:								
	\$ -	\$ (5,950)	\$ (8,700)	\$ (3,450)	\$ 4,300	\$ 17,750	\$ 3,950	

Project Pricing: Laptops are approximately \$3,000 each, including 5 year warranties, docking stations and monitors. Desktops are approximately \$1,500 each.

Project Name:	COSTv Equipment	Project Description:
Funding Source:	Discretionary Sales Tax	Update Equipment needed to continue broadcasting.

Justification: Continual updates are required in order to continue providing the public with broadcasting of meetings and other public service events.

Project Costs:								Project
	<u>FY 22-23</u>	<u>FY 23-24</u>	<u>FY 24-25</u>	<u>FY 25-26</u>	<u>FY 26-27</u>	<u>FY 27-28</u>	<u>Total</u>	
	\$ 15,000	\$ 15,000	\$ 15,000	\$ 15,000	\$ 15,000	\$ 15,000	\$ 90,000	
Operating Impact:								
	\$ 0	\$ (2,550)	\$ (3,000)	\$ (1,350)	\$ 2,100	\$ 6,750	\$ 1,950	

Project Pricing: Estimate based on the historical spending pattern.

Project Name:	Network Infrastructure	Project Description:
Funding Source:	Discretionary Sales Tax	Network Infrastructure Upgrades.

Justification: General upgrading of network infrastructure in order to continue to provide services. This includes switches, servers and other needed infrastructure.

Project Costs:								Project
	<u>FY 22-23</u>	<u>FY 23-24</u>	<u>FY 24-25</u>	<u>FY 25-26</u>	<u>FY 26-27</u>	<u>FY 27-28</u>	<u>Total</u>	
	\$ 30,000	\$ 30,000	\$ 30,000	\$ 30,000	\$ 30,000	\$ 30,000	\$ 180,000	
Operating Impact:								
	\$ -	\$ (5,100)	\$ (6,000)	\$ (2,700)	\$ 4,200	\$ 13,500	\$ 3,900	

Project Pricing: Based on anticipated needs.

**CITY OF SEBASTIAN, FLORIDA
FISCAL YEAR 2023-2028
CAPITAL IMPROVEMENT PROJECT REQUEST AND JUSTIFICATION FORM**

GENERAL GOVERNMENT - MIS DIVISION (CONTINUED)

Project Name:	Backup System Update	Project Description:					
Funding Source:	Discretionary Sales Tax	Replacement of the City's Backup Solution Hardware					
Justification:	The contract with Baracuda is expiring.						
Project Costs:						Project Total	
	<u>FY 22-23</u>	<u>FY 23-24</u>	<u>FY 24-25</u>	<u>FY 25-26</u>	<u>FY 26-27</u>	<u>FY 27-28</u>	
	\$ 40,000	\$ -	\$ -	\$ -	\$ -	\$ 60,775	\$ 100,775
Operating Impact:							
	\$ -	\$ (6,800)	\$ (1,200)	\$ 4,400	\$ 9,200	\$ 12,400	\$ 18,000
Project Pricing:	Pricing is based on purchasing retrospect software and two synology NAS devices.						

Project Name:	Security Cameras at Parks	Project Description:					
Funding Source:	Discretionary Sales Tax	Addition of Security Cameras at All City Parks.					
Justification:	Security cameras are needed to address vandalism and criminal activity in the City's public parks. 7 units are expected in FY 22-23. These will have a remote internet connection. MIS will work with the Leisure Services Department and the Police Department to bring at least two parks online each year.						
Project Costs:						Project Total	
	<u>FY 22-23</u>	<u>FY 23-24</u>	<u>FY 24-25</u>	<u>FY 25-26</u>	<u>FY 26-27</u>	<u>FY 27-28</u>	
	\$ 28,700	\$ 10,000	\$ 10,000	\$ 10,000	\$ 10,000	\$ 10,000	\$ 78,700
Operating Impact:							
	\$ -	\$ (4,879)	\$ (2,561)	\$ 1,157	\$ 5,701	\$ 10,297	\$ 9,715
Project Pricing:	Verkada Cameras are about \$3,000 a piece (5 yr support) and a remote internet connection is \$1,100 with a charge of around 30.00 a month. Other costs will also be needed, such as poles and electric service.						

**CITY OF SEBASTIAN, FLORIDA
FISCAL YEAR 2023-2028
CAPITAL IMPROVEMENT PROJECT REQUEST AND JUSTIFICATION FORM**

POLICE DEPARTMENT

Project Name:	Police Vehicles	Project Description:
Funding Source:	Discretionary Sales Tax	22/23- 2 Administrative Vehicles, 5 Patrol Units and 1 Code Enforcement Vehicle, all with equipment (512K). 23/24- 5 Vehicles w/equipment (333K). 24/25- 5 Vehicles w/ equipment (350K). 25/26- 5 Vehicles w/equipment (367K). 26/27- 5 Vehicles w/equipment (386K). 27/28- 5 Vehicles w/equipment (405K).

Justification: This allocation is to replace older vehicles with higher mileage and maintenance expense. Includes associated vehicle equipment including body cameras, computers and communications equipment.

Project Costs:							Project
	<u>FY 22-23</u>	<u>FY 23-24</u>	<u>FY 24-25</u>	<u>FY 25-26</u>	<u>FY 26-27</u>	<u>FY 27-28</u>	<u>Total</u>
	\$ 512,200	\$ 333,060	\$ 349,713	\$ 367,199	\$ 385,559	\$ 404,837	\$ 2,352,567
Operating Impact:							
	\$ -	\$ (102,440)	\$ (117,832)	\$ (103,249)	\$ (57,191)	\$ (8,818)	\$ (389,529)

Project Pricing: No written quote is available for future years due to impending price increase. Project costs projected from prior year purchases plus 5%. However, I was informed the price increase for 2023 could be as high as 22%.

Project Name:	Vehicle/Body Cameras	Project Description:
Funding Source:	Discretionary Sales Tax	Remaining years on Lease Agreement with LensLock for Vehicle and Body Worn Cameras. Expected to be renewed in FY 26 with an estimated \$5,000 increase to annual fees.

Justification: To promote full transparency and obtain video surveillance footage of every encounter with patrol officers for evidentiary purposes. This is the remainder of a 5 year lease agreement initiated in FY 20-21 and includes unlimited cloud storage and maintenance fees.

Project Costs:							Project
	<u>FY 22-23</u>	<u>FY 23-24</u>	<u>FY 24-25</u>	<u>FY 25-26</u>	<u>FY 26-27</u>	<u>FY 26-27</u>	<u>Total</u>
	\$ 88,183	\$ 88,183	\$ 88,183	\$ 92,592	\$ 92,592	\$ 92,592	\$ 542,325
Operating Impact:							
	\$ -	\$ (17,637)	\$ (26,455)	\$ (26,455)	\$ (18,518)	\$ (6,614)	\$ (95,678)

Project Pricing: Based on pricing of current lease agreement, plus an increase of \$5,000 a year for a new lease agreement in mid-FY25-26.

Project Name:	CAD/RMS System Update	Project Description:
Funding Source:	Discretionary Sales Tax	Soma global CAD/RMS System Implementation

Justification: Updated CAD/RMS system to address security and FDLE Technical Audit shortcomings and assist in providing fluid workflow throughout the Police Department. This five year agreement was approved in January 2022. Future year projections assume it's renewal or an alternate system at that level of expenditure.

Project Costs:							Project
	<u>FY 22-23</u>	<u>FY 23-24</u>	<u>FY 24-25</u>	<u>FY 25-26</u>	<u>FY 26-27</u>	<u>FY 27-28</u>	<u>Total</u>
	\$ 60,775	\$ 60,775	\$ 60,775	\$ 60,775	\$ 60,775	\$ 60,775	\$ 364,650
Operating Impact:							
	\$ -	\$ (10,332)	\$ (12,155)	\$ (5,470)	\$ 8,509	\$ 27,349	\$ 7,901

Project Pricing: Based on approved agreement.

**CITY OF SEBASTIAN, FLORIDA
FISCAL YEAR 2023-2028
CAPITAL IMPROVEMENT PROJECT REQUEST AND JUSTIFICATION FORM**

POLICE DEPARTMENT - (CONTINUED)

Project Name:	Road Patrol Armored Vehicle	Project Description:					
Funding Source:	Discretionary Sales Tax	22/23 - 6.7L Turbo Diesel 4x4 Armored Vehicle.					
Justification:	Provide the Police Department with a vehicle which will allow to safely respond and more effectively address the increased number of high risk incidents occurring in the City. It allows for members to fit and operate equipment from inside which our current armored vehicle (humvee) does not allow. It also provides officers and civilians with ballistic protection, assist with rescue efforts in difficult terrain, and provides civilian protection during large outdoor events.						
Project Costs:						Project	
	<u>FY 22-23</u>	<u>FY 23-24</u>	<u>FY 24-25</u>	<u>FY 25-26</u>	<u>FY 26-27</u>	<u>FY 27-28</u>	<u>Total</u>
	\$ 310,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 310,000
Operating Impact:							
	\$ -	\$ (71,300)	\$ (52,700)	\$ (34,100)	\$ (15,500)	\$ 3,100	\$ (170,500)
Project Pricing:	Written quotes. Price is factored to have a slight increase in cost next fiscal or calendar year.						

Project Name:	Road Patrol Equipment	Project Description:				
Funding Source:	General Fund	22/23 - Skydio X2E Thermal Drone and Software \$17,300, Skydio 2+ Drone and Software \$3,500, Skydio Cloud Storage \$1,250, 4 License Plate Readers \$14,500, 8 Tasers \$13,510, 2 Handheld LIDAR units \$5,500, 3 Hand-held Radios \$4,890, 2 PVS 14 Night Vision Gear \$6,000, 3 SRT Helmets \$3,600. 23/24 - Skydio X2E Thermal Drone Software \$2,000, Skydio 2+ Software \$750, Skydio Cloud Storage \$1,250, 5 Tasers \$8,500, 2 Handhelk LIDAR Units \$5,500 & 1 PVS 14 Night Vision Gear \$3,000. 24/25 - Skydio X2E Thermal Drone Software \$2,000, Skydio 2+ Software \$750, Skydio Cloud Storage \$1,250, 5 Tasers \$8,500, 1 Night Vision Gear \$4,500, 4 SRT helmets \$4,000 & 10 Ballistic Shields \$10,000. 25/26 - 5 Tasers \$8,500. 26/27 - 5 Tasers \$8,500. 27/28 - 5 Tasers \$8,500.				

Justification: Thermal Drone allows real time surveillance on target locations during low-light/evening hours. With many elderly citizens in our community, it will aid in missing person searches and fleeing suspect searches, or endangered adults or juvenilles, with live updates to increase safety and response decisions for on-scene officers. The Skydio 2+ Drone is smaller and will be used to clear residences prior to the entry of officers to increase officer safety. Current robot is outdated and unable to navigate over items located on the floor and has failed on multiple operations. This Drone can also assist with searches and provide real-time surveillance on target locations from a safe distance. The License Plate Readers will provide up-to-date information on vehicles entering the City, including alerts on missing or wanted persons and registration and license violations. This information will be used to prevent crime locate missing persons, locate traffic violators and apprehend criminal offenders using real-time information. The old Tasers need to be replaced as parts are no longer available from the manufacturer. The old LIDAR Units are 15, 17 and 18 years old and need to be replaced. The SRT Helmets are expiring and need to be replaced in addition to providing helmets for new team members. They will be outfitted with night Vision Optics to allow all team members to operate under low light to dark conditions. Ballistic Shields that are expiring have been scheduled to be replaced.

Project Costs:							Project
	<u>FY 22-23</u>	<u>FY 23-24</u>	<u>FY 24-25</u>	<u>FY 25-26</u>	<u>FY 26-27</u>	<u>FY 27-28</u>	<u>Total</u>
	\$ 70,050	\$ 21,000	\$ 31,000	\$ 8,500	\$ 8,500	\$ 8,500	\$ 147,550
Operating Impact:							
	\$ -	\$ (14,010)	\$ (11,205)	\$ (8,300)	\$ 2,205	\$ 9,357	\$ (21,953)
Project Pricing:	Written quotes. Price is factored to have a slight increase in cost next fiscal or calendar year.						

**CITY OF SEBASTIAN, FLORIDA
FISCAL YEAR 2023-2028
CAPITAL IMPROVEMENT PROJECT REQUEST AND JUSTIFICATION FORM**

POLICE DEPARTMENT - (CONTINUED)

Project Name:	Police C.O.P.E. Trailer Wrap	Project Description:					
Funding Source:	General Fund	22/23 - Provide the 8.6 ft. x 20 ft C.O.P.E. Concession Trailer with a full color exterior wrap.					
Justification:	The C.O.P.E. Unit attends several community events throughout the year and hosts several events of their own. The vehicle wrap brings positive attention and awareness to the City and Police Department.						
Project Costs:						Project	
	<u>FY 22-23</u>	<u>FY 23-24</u>	<u>FY 24-25</u>	<u>FY 25-26</u>	<u>FY 26-27</u>	<u>FY 27-28</u>	<u>Total</u>
\$	5,000	-	-	-	-	-	5,000
Operating Impact:							
\$	-	(850)	(150)	550	1,150	1,550	2,250
Project Pricing:	CarWraps4u and Signs 2! Provided a current quote of \$4,560 for the wrap.						

Project Name:	Transport Trailer	Project Description:					
Funding Source:	General Fund	Purchase a 5' x 10' Utility Trailer with a spring assist gate.					
Justification:	The trailer will be used to transport the C.O.P.E. Unit golf cart, as well as the side by side vehicle currently being shopped for. These vehicles are not classified as low-speed vehicles and therefore need to be transported to locations using an open trailer. This trailer is small enough for the Police Department's SUV's to tow it.						
Project Costs:						Project	
	<u>FY 22-23</u>	<u>FY 23-24</u>	<u>FY 24-25</u>	<u>FY 25-26</u>	<u>FY 26-27</u>	<u>FY 27-28</u>	<u>Total</u>
\$	2,500	-	-	-	-	-	2,500
Operating Impact:							
\$	-	(575)	(425)	(275)	(125)	25	(1,375)
Project Pricing:	Affordable Trailer & Supple, Inc. provided a current quote of \$2,100 but a small adjustment for a price increase has been added.						

Project Name:	Investigations Equipment	Project Description:					
Funding Source:	General Fund	22/23 - Video/Audio Recorder with Pinhole Camera and Cell Module for Remote Access \$9,000, Outdoor Ready Network Camera with Quick-zoom and Laser Focus \$3,000 and Indoor/Outdoor Network Camera with 10x Zoom \$1,000.					
Justification:	This equipment will replace concealment devices that are ten years old or more. It enables personnel conducting undercover operations to be monitored with a live feed and has laser focus and optic zoom capabilities. The advanced features may be updated with the vendor's firmware to ensure optimizations for years after being acquired.						
Project Costs:						Project	
	<u>FY 22-23</u>	<u>FY 23-24</u>	<u>FY 24-25</u>	<u>FY 25-26</u>	<u>FY 26-27</u>	<u>FY 27-28</u>	<u>Total</u>
\$	13,000	-	-	-	-	-	13,000
Operating Impact:							
\$	-	(2,600)	(1,300)	-	1,300	1,820	(780)
Project Pricing:	Written quotes have been obtained.						

**CITY OF SEBASTIAN, FLORIDA
FISCAL YEAR 2023-2028
CAPITAL IMPROVEMENT PROJECT REQUEST AND JUSTIFICATION FORM**

COMMUNITY DEVELOPMENT DEPARTMENT

Project Name:	Kiosk Signs	Project Description:	Install three Kiosks.
Funding Source:	Community Redevelopment Agency		

Justification: Remainder of Sign Master Plan program initiated in FY20. Kiosk signs along IRD budgeted at \$15,000.

Project Costs:						Project	
	<u>FY 22-23</u>	<u>FY 23-24</u>	<u>FY 24-25</u>	<u>FY 25-26</u>	<u>FY 26-27</u>	<u>FY 27-28</u>	<u>Total</u>
	\$ 15,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 15,000

Operating Impact:							
	\$ -	\$ (3,000)	\$ (1,500)	\$ -	\$ 1,500	\$ 2,100	\$ (900)

Project Pricing: Sign Master Plan included price for three (3) kiosks at a cost of \$15,000.

Project Name:	CDBG Grant Program	Project Description:	Housing Rehab and infrastructure improvements
Funding Source:	CDBG		

Justification: CDBG Entitlement grant. Projects in line with five year consolidated plan.

Project Costs:						Project	
	<u>FY 22-23</u>	<u>FY 23-24</u>	<u>FY 24-25</u>	<u>FY 25-26</u>	<u>FY 26-27</u>	<u>FY 27-28</u>	<u>Total</u>
	\$ 130,889	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 130,889

Operating Impact:							
	\$ -	\$ (26,178)	\$ (23,560)	\$ (20,942)	\$ (18,324)	\$ (15,707)	\$ (104,711)

Project Pricing: Have not received grant award letter for FY 22. Assumed amount.

Project Name:	Natural Vegetation/LID Demo	Project Description:	Implementation of Comp Plan/SW program projects that include natural landscape and LID demonstration areas in public spaces
Funding Source:	General Fund		

Justification: The Comprehensive Plan and Stormwater Ordinance support the use of treatment trains and low impact development concepts to increase the effectiveness of stormwater treatment. Staff proposes to incorporate these processes in three small projects: Garden Park, Bark Park and , the Riverview Park.

Project Costs:						Project	
	<u>FY 22-23</u>	<u>FY 23-24</u>	<u>FY 24-25</u>	<u>FY 25-26</u>	<u>FY 26-27</u>	<u>FY 27-28</u>	<u>Total</u>
	\$ 15,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 15,000

Operating Impact:							
	\$ -	\$ (6,300)	\$ (6,000)	\$ (5,700)	\$ (5,400)	\$ (5,100)	\$ (28,500)

Project Pricing: Standard costs for demonstration projects that include: land clearing/prep, plants/installation, three month maintenance

**CITY OF SEBASTIAN, FLORIDA
FISCAL YEAR 2023-2028
CAPITAL IMPROVEMENT PROJECT REQUEST AND JUSTIFICATION FORM**

ROADS DEPARTMENT

Project Name:	Concrete Mixer Truck	Project Description:			
Funding Source:	Discretionary Sales Tax	New Truck Designed to Mix Concrete On-site.			
Justification:	This truck will be used to mix concrete at the job site and not wait for delivery by a contractor. It will let crews complete driveway repairs sooner on road paving projects. It will also be used for sidewalk repairs and new construction projects.				

Project Costs:							Project
	<u>FY 22-23</u>	<u>FY 23-24</u>	<u>FY 24-25</u>	<u>FY 25-26</u>	<u>FY 26-27</u>	<u>FY 27-28</u>	<u>Total</u>
	\$ 376,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 376,000

Operating Impact:							
	\$ -	\$ (26,178)	\$ (23,560)	\$ (20,942)	\$ (18,324)	\$ (15,707)	\$ (104,711)

Project Pricing: This price was quoted for a top of the line 10 cubic yard mixer with the chassis.

Project Name:	Bucket Truck	Project Description:			
Funding Source:	Discretionary Sales Tax	Replacement for 2000 Ford Bucket Truck.			

Justification: This Truck is used for maintenance at typically inaccessible heights. The boom is regularly used to cut tree limbs from the road right-of-way. We will sell the existing truck when it is replaced. It is our only vehicle for high elevation maintenance and due to accumulated rust, it will not pass the next inspection.

Project Costs:							Project
	<u>FY 22-23</u>	<u>FY 23-24</u>	<u>FY 24-25</u>	<u>FY 25-26</u>	<u>FY 26-27</u>	<u>FY 27-28</u>	<u>Total</u>
	\$ 190,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 190,000

Operating Impact:							
	\$ -	\$ (79,800)	\$ (76,000)	\$ (72,200)	\$ (68,400)	\$ (64,600)	\$ (361,000)

Project Pricing: We received a verbal quote from Altec for the cost of replacing this vehicle. They have included contingencies for inflation and increased material costs for the year 2022.

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

Justification: The Brush Truck is used for debris removal on a regular basis, as well as during hurricane recovery. It is also regularly used to haul dirt, rock and road base for road maintenance projects. It was previously scheduled to be replaced during FY 22-23. We plan to sell the existing truck when it can be replaced.

Project Costs:							Project
	<u>FY 22-23</u>	<u>FY 23-24</u>	<u>FY 24-25</u>	<u>FY 25-26</u>	<u>FY 26-27</u>	<u>FY 27-28</u>	<u>Total</u>
	\$ 115,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 115,000

Operating Impact:							
	\$ -	\$ (48,300)	\$ (46,000)	\$ (43,700)	\$ (41,400)	\$ (39,100)	\$ (218,500)

Project Pricing: We attempted to receive quotes but were unable to get written quotes due to rapid increases in manufacturing and shipment costs. A contingency of 10% has been included to account for this.

Project Name:	Dump Truck	Project Description:			
Funding Source:	Discretionary Sales Tax	Replacement for 2001 Sterling Dump Truck.			

Justification: The Dump Truck is used for hauling dirt and material both for daily maintenance and for hurricane debris removal. It has also been frequently used by the Stormwater Department for hauling sediment removed from ditches. It is near the end of its life and needs to be replaced with a newer vehicle to insure we have this hauling capacity in the fleet. We will sell the existing truck when it can be replaced.

Project Costs:							Project
	<u>FY 22-23</u>	<u>FY 23-24</u>	<u>FY 24-25</u>	<u>FY 25-26</u>	<u>FY 26-27</u>	<u>FY 27-28</u>	<u>Total</u>
	\$ 142,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 142,000

Operating Impact:							
	\$ -	\$ (59,640)	\$ (56,800)	\$ (53,960)	\$ (51,120)	\$ (48,280)	\$ (269,800)

Project Pricing: We attempted to receive quotes but were unable to get written quotes due to rapid increases in manufacturing and shipment costs. A contingency of 10% has been included to account for this.

**CITY OF SEBASTIAN, FLORIDA
FISCAL YEAR 2023-2028
CAPITAL IMPROVEMENT PROJECT REQUEST AND JUSTIFICATION FORM
ROADS DEPARTMENT (CONTINUED)**

Project Name:	Street Repaving	Project Description:
Funding Source:	Local Option Gas Tax	Crack Sealing, Double Microsurfacing, Cape Sealing and 2" Overlay for Streets programmed by the Pavement Management Consultant.

Justification: The street pavement maintenance program was prescribed and scheduled by the Pavement Management Consultant for FY 2019 to FY 2024. Due to the large amount of work needed to address the associated Stormwater work needed to be accomplished on those roadways that were repaved, road work was deferred this past year. The Pavement Management Program is being updated, so these allocations are pending the results of that update.

Project Costs:							Project
	<u>FY 22-23</u>	<u>FY 23-24</u>	<u>FY 24-25</u>	<u>FY 25-26</u>	<u>FY 26-27</u>	<u>FY 27-28</u>	<u>Total</u>
	\$ 600,000	\$ 600,000	\$ 600,000	\$ 600,000	\$ 600,000	\$ 600,000	\$ 3,600,000
Operating Impact:							
	\$ -	\$ (78,000)	\$ (132,000)	\$ (162,000)	\$ (168,000)	\$ (150,000)	\$ (690,000)
Project Pricing:	Project costs are projected at the highest amount deemed possible considering annual revenues from Local Option Gas Taxes.						

Project Name:	Street Reconstruction	Project Description:
Funding Source:	Local Option Gas Tax	Reconstruction Roadwork based on recommendations by the Pavement Management Consultant.

Justification: These funds are to address streets in bad condition that are beyond normal repaving work and require full depth reconstruction.. As explained in the above Street Repaving project, this work was deferred this past year to allow associated Storwater work to be accomplished. The Pavement Management Program is being updated, so these allocations are pending the results of that update.

Project Costs:							Project
	<u>FY 22-23</u>	<u>FY 23-24</u>	<u>FY 24-25</u>	<u>FY 25-26</u>	<u>FY 26-27</u>	<u>FY 27-28</u>	<u>Total</u>
	\$ 250,000	\$ 250,000	\$ 250,000	\$ 250,000	\$ 250,000	\$ 250,000	\$ 1,500,000
Operating Impact:							
	\$ -	\$ (50,000)	\$ (75,000)	\$ (75,000)	\$ (50,000)	\$ (15,000)	\$ (265,000)
Project Pricing:	Project costs are projected at the highest amount deemed possible considering annual revenues from Local Option Gas Taxes.						

Project Name:	Sidewalk Replacement	Project Description:
Funding Source:	Local Option Gas Tax	Replace 5,000 linear feet of 5 foot wide sidewalk along high pedestrian/bicycle usage City streets each fiscal year.

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

Project Costs:							Project
	<u>FY 22-23</u>	<u>FY 23-24</u>	<u>FY 24-25</u>	<u>FY 25-26</u>	<u>FY 26-27</u>	<u>FY 27-28</u>	<u>Total</u>
	\$ 75,000	\$ 75,000	\$ 75,000	\$ 75,000	\$ 75,000	\$ 75,000	\$ 450,000
Operating Impact:							
	\$ -	\$ (9,750)	\$ (16,500)	\$ (20,250)	\$ (21,000)	\$ (18,750)	\$ (86,250)
Project Pricing:	Based on the anticipation that at a 5 foot sidewalk width, approximately 5,000 linear feet of PCC sidewalk can be placed per year at a cost of \$100,000.						

**CITY OF SEBASTIAN, FLORIDA
FISCAL YEAR 2023-2028
CAPITAL IMPROVEMENT PROJECT REQUEST AND JUSTIFICATION FORM
ROADS DEPARTMENT (CONTINUED)**

Project Name:	Traffic Sensors	Project Description:					
Funding Source:	General Fund	Traffic Engineering Data Collection Sensors, including two portable traffic analyzers, two protective covers, full version software and interface cable.					
Justification:	The Traffic Engineering Sign Shop is responsible for collecting traffic data reflecting speed, traffic volume and vehicle classifications. This data is then placed into reports and these statistics help plan future road improvements to ensure the safest possible vehicular and pedestrian travel.						
Project Costs:						Project	
	<u>FY 22-23</u>	<u>FY 23-24</u>	<u>FY 24-25</u>	<u>FY 25-26</u>	<u>FY 26-27</u>	<u>FY 27-28</u>	<u>Total</u>
	\$ 3,880	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 3,880
Operating Impact:							
	\$ -	\$ (776)	\$ (388)	\$ -	\$ 388	\$ 543	\$ (233)
Project Pricing:	Quote from Jace Chandler & Associates.						

Project Name:	Pedestrian Crosswalk Posts	Project Description:					
Funding Source:	General Fund	3 Sets of 10' x 4" Round Post for Mid-Block Crosswalks.					
Justification:	Round post and anchor with breakaway connections will be needed. Z bar mounting brackets will be used to mount signs to the post.						
Project Costs:						Project	
	<u>FY 22-23</u>	<u>FY 23-24</u>	<u>FY 24-25</u>	<u>FY 25-26</u>	<u>FY 26-27</u>	<u>FY 27-28</u>	<u>Total</u>
	\$ 4,048	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 4,048
Operating Impact:							
	\$ -	\$ (810)	\$ (405)	\$ -	\$ 405	\$ 567	\$ (243)
Project Pricing:	Quote from National Traffic Signs.						

Project Name:	Crosswalk Flashing Beacons	Project Description:					
Funding Source:	General Fund	Install Rectangular Rapid Flashing Beacons at 4 Crosswalks.					
Justification:	The City Of Sebastian has 4 Mid Block Crosswalks which receive numerous Citizen Complaints Annually for Vehicles not stopping and not seeing Pedestrians in the crosswalk. Adding Rectangular Rapid Flashing Beacons will significantly improve crosswalk visibility. Recent studies in St. Petersburg Florida have shown RRFB's improve crosswalk visibility and increase Driver yield rate as much as 90%.						
Project Costs:						Project	
	<u>FY 22-23</u>	<u>FY 23-24</u>	<u>FY 24-25</u>	<u>FY 25-26</u>	<u>FY 26-27</u>	<u>FY 27-28</u>	<u>Total</u>
	\$ 10,996	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 10,996
Operating Impact:							
	\$ -	\$ (2,199)	\$ (1,100)	\$ -	\$ 1,100	\$ 1,539	\$ (660)
Project Pricing:	LED Lighting \$14,192, Lightguard Systems \$43,407 and Solar Traffic Systems \$10,996.						

Project Name:	Railroad Crossing Sidewalks	Project Description:					
Funding Source:	Discretionary Sales Tax	Complete Sidewalks at Main Street and Schumann Railroad Crossings to Tie Into Brightline Sidewalks.					
Justification:	This would tie into the sidewalks being installed at those railroad crossings.						
Project Costs:						Project	
	<u>FY 22-23</u>	<u>FY 23-24</u>	<u>FY 24-25</u>	<u>FY 25-26</u>	<u>FY 26-27</u>	<u>FY 27-28</u>	<u>Total</u>
	\$ 90,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 90,000
Operating Impact:							
	\$ -	\$ (11,700)	\$ (8,100)	\$ (4,500)	\$ (900)	\$ 2,700	\$ (22,500)
Project Pricing:	Estimate provided by the City Engineer.						

**CITY OF SEBASTIAN, FLORIDA
FISCAL YEAR 2023-2028
CAPITAL IMPROVEMENT PROJECT REQUEST AND JUSTIFICATION FORM
ROADS DEPARTMENT (CONTINUED)**

Project Name:	Sidewalk Fronting Davita Dialysis	Project Description:					
Funding Source:	Discretionary Sales Tax	Replace Sidewalk and Retaining Wall on Indian River Drive in Front of Davita Dialysis.					
Justification:	Retaining wall in this area is failing and pulling away from the sidewalk, apparently from erosion of the foundation. The retaining wall and sidewalk will be removed, redesigned and replaced.						
Project Costs:						Project	
	<u>FY 22-23</u>	<u>FY 23-24</u>	<u>FY 24-25</u>	<u>FY 25-26</u>	<u>FY 26-27</u>	<u>FY 27-28</u>	<u>Total</u>
	\$ 200,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 200,000
Operating Impact:							
	\$ -	\$ (11,700)	\$ (8,100)	\$ (4,500)	\$ (900)	\$ 2,700	\$ (22,500)
Project Pricing:	With the current cost of concrete and the formwork required to recreate the retaining wall, the City Engineer has estimated a cost of \$200,000.						

FLEET DIVISION

Project Name:	Diagnostic Scanners	Project Description:					
Funding Source:	General Fund	Purchase of Diagnostic Scanners to Increase In-House Repairs.					
Justification:	Will be purchased in FY 22-23 for all vehicles besides CAT and John Deere models. Added software will be purchased in FY 24-25 and the CAT scanners will be purchased in FY 26-27. Repair issues that need to be read or monitored from vehicles computer are typically sent out to consultants for review. With the Public Works Compound completion, we will have a lift for heavy equipment vehicles but not the capability to read their computers. This will reduce exterior repair work and reduce vehicle repair costs.						
Project Costs:						Project	
	<u>FY 22-23</u>	<u>FY 23-24</u>	<u>FY 24-25</u>	<u>FY 25-26</u>	<u>FY 26-27</u>	<u>FY 27-28</u>	<u>Total</u>
	\$ 20,000	\$ -	\$ 2,000	\$ -	\$ 10,000	\$ -	\$ 32,000
Operating Impact:							
	\$ -	\$ (3,400)	\$ (600)	\$ 1,860	\$ 4,540	\$ 4,720	\$ 7,120
Project Pricing:	Based on Staff's estimate of costs.						

FACILITY MAINTENANCE DIVISION

Project Name:	City Hall Second Floor Carpet	Project Description:					
Funding Source:	General Fund	Replace the carpet in all areas of the second floor of City Hall, except the Clerk's office which was already completed.					
Justification:	The carpeted areas of the City Hall second floor all need replacement due to normal wear and staining.						
Project Costs:						Project	
	<u>FY 22-23</u>	<u>FY 23-24</u>	<u>FY 24-25</u>	<u>FY 25-26</u>	<u>FY 26-27</u>	<u>FY 27-28</u>	<u>Total</u>
	\$ 45,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 45,000
Operating Impact:							
	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Project Pricing:	Pricing based on cost estimate to replace carpet to match the Clerk's office.						

**CITY OF SEBASTIAN, FLORIDA
FISCAL YEAR 2023-2028
CAPITAL IMPROVEMENT PROJECT REQUEST AND JUSTIFICATION FORM**

FACILITY MAINTENANCE DIVISION (CONTINUED)

Project Name:	Facilities Maintenance Vehicles	Project Description:					
Funding Source:	General Fund	FY 22-23 \$34K 1/2 Ton Pickup FY 27-28 \$34K 1/2 Ton Extended Cab Pickup and \$35K Work Van.					
Justification:	The vehicle in FY 22-23 will be for the Public Facilities Superintendent as his vehicle will be assigned to the new Construction employee. The others are recommended replacements by Fleet Maintenance based on the age/mileage and maintenance expenditures on the current vehicles.						
Project Costs:						Project	
	<u>FY 22-23</u>	<u>FY 23-24</u>	<u>FY 24-25</u>	<u>FY 25-26</u>	<u>FY 26-27</u>	<u>FY 27-28</u>	<u>Total</u>
	\$ 34,000	\$ -	\$ -	\$ -	\$ -	\$ 69,000	\$ 103,000
Operating Impact:							
	\$ -	\$ (6,800)	\$ (3,400)	\$ -	\$ 3,400	\$ 4,760	\$ (2,040)
Project Pricing:	This pricing was provided by Fleet Maintenance based on current price estimates provided by vendors.						

Project Name:	Generator Transfer Switch PD	Project Description:					
Funding Source:	Discretionary Sales Tax	Installation of a transfer switch so more of the Police Department is functioning during emergencies when we experience a loss of power.					
Justification:	This is necessary to power the Police Department during an emergency if there is a loss of power.						
Project Costs:						Project	
	<u>FY 22-23</u>	<u>FY 23-24</u>	<u>FY 24-25</u>	<u>FY 25-26</u>	<u>FY 26-27</u>	<u>FY 27-28</u>	<u>Total</u>
	\$ 200,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 200,000
Operating Impact:							
	\$ -	\$ (40,000)	\$ (20,000)	\$ -	\$ 20,000	\$ 28,000	\$ (12,000)
Project Pricing:	Pricing based on cost estimates currently provided for the project.						

Project Name:	Air Conditioner Replacement	Project Description:					
Funding Source:	Discretionary Sales Tax	Replacement of air conditioning units, as needed.					
Justification:	We currently have 14 units that are 15+ years old at facilities within the City. As these units continue to age we are going to continue having maintenance issues and some will need to be replaced.						
Project Costs:						Project	
	<u>FY 22-23</u>	<u>FY 23-24</u>	<u>FY 24-25</u>	<u>FY 25-26</u>	<u>FY 26-27</u>	<u>FY 27-28</u>	<u>Total</u>
	\$ 25,000	\$ 25,000	\$ 25,000	\$ -	\$ -	\$ -	\$ 75,000
Operating Impact:							
	\$ -	\$ (2,500)	\$ (3,250)	\$ (2,250)	\$ 3,000	\$ 7,250	\$ 2,250
Project Pricing:	Pricing based on current replacement costs of a standard sized unit within the City facilities.						

Project Name:	Chain Link Fence	Project Description:					
Funding Source:	Cemetery Trust Fund	Replace 4 ft. chain link fence on the northeast property line.					
Justification:	This fencing is the boundary between the cemetery and residential property and needs to be replaced.						
Project Costs:						Project	
	<u>FY 22-23</u>	<u>FY 23-24</u>	<u>FY 24-25</u>	<u>FY 25-26</u>	<u>FY 26-27</u>	<u>FY 27-28</u>	<u>Total</u>
	\$ 21,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 21,000
Operating Impact:							
	\$ -	\$ (2,100)	\$ (630)	\$ 840	\$ 2,310	\$ 3,360	\$ 3,780
Project Pricing:	Pricing based on current cost estimate to complete the job.						

**CITY OF SEBASTIAN, FLORIDA
FISCAL YEAR 2023-2028
CAPITAL IMPROVEMENT PROJECT REQUEST AND JUSTIFICATION FORM**

LEISURE SERVICES DEPARTMENT

Project Name:	Yacht Club Improvements	Project Description:					
Funding Source:	General Fund	Improvements to Interior of the Yacht Club.					
Justification:	The Yacht Club is used daily by civic groups/facility rentals. It needs improvements to the lighting, flooring and overall facility presentation based on feedback from our facility users/renters.						
Project Costs:						Project	
	<u>FY 22-23</u>	<u>FY 23-24</u>	<u>FY 24-25</u>	<u>FY 25-26</u>	<u>FY 26-27</u>	<u>FY 27-28</u>	<u>Total</u>
	\$ 20,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 20,000
Operating Impact:							
	\$ -	\$ (4,600)	\$ (3,400)	\$ (2,200)	\$ (1,000)	\$ 200	\$ (11,000)
Project Pricing:	The Yacht Club facility is used on a daily basis by civic groups and facility rentals. It needs some improvements to lighting, flooring and overall presentation based on feedback from our users/renters.						

Project Name:	Maintenance Equipment	Project Description:					
Funding Source:	General Fund	Provide Necessary Maintenance or Replacement of equipment. FY 22-23 26K 2 Zero Turn Mowers and 50K John Deere Tractor. FY 23-24 14K 1 Zero Turn Mower. FY 26-27 \$28K 2 Zero Turn Mowers. FY 27-28 \$20K Bush Hog 15' Mower.					
Justification:	Zero Turn mowers P393 & P394 are scheduled to be replaced this year as they exceeded the number of years for daily commercial usage and are starting to require increased maintenance downtime and costs.						
Project Costs:						Project	
	<u>FY 22-23</u>	<u>FY 23-24</u>	<u>FY 24-25</u>	<u>FY 25-26</u>	<u>FY 26-27</u>	<u>FY 27-28</u>	<u>Total</u>
	\$ 76,000	\$ 14,000	\$ -	\$ -	\$ 28,000	\$ 20,000	\$ 138,000
Operating Impact:							
	\$ -	\$ (12,920)	\$ (4,660)	\$ 7,940	\$ 19,020	\$ 22,020	\$ 31,400
Project Pricing:	Pricing for equipment based on current quotes received from various vendors for the equipment.						

Project Name:	Parks Division Vehicles	Project Description:					
Funding Source:	General Fund	FY 22-23 \$34K 1/2 Ton Pickup. FY 23-24 \$35K 1/2 Ton Pickup.					
Justification:	These are recommended replacements from the Garage based on age and maintenance expenditures.						
Project Costs:						Project	
	<u>FY 22-23</u>	<u>FY 23-24</u>	<u>FY 24-25</u>	<u>FY 25-26</u>	<u>FY 26-27</u>	<u>FY 27-28</u>	<u>Total</u>
	\$ 34,000	\$ 35,000	\$ -	\$ -	\$ -	\$ -	\$ 69,000
Operating Impact:							
	\$ -	\$ (6,800)	\$ (10,400)	\$ (3,500)	\$ 3,400	\$ 8,260	\$ (9,040)
Project Pricing:	This pricing and replacement schedule was provided by the Fleet Superintendent based on his quotes.						

Project Name:	Football Goal Posts	Project Description:					
Funding Source:	General Fund	Replace two football goal posts on the North multi-purpose field.					
Justification:	The football goal posts at the Barber Street Sports Complex need to be replaced. Staff has repaired the joints on the uprights the last two seasons, however the areas of repair are to the point that repairs can no longer be made. This is the game field for the youth football program.						
Project Costs:						Project	
	<u>FY 22-23</u>	<u>FY 23-24</u>	<u>FY 24-25</u>	<u>FY 25-26</u>	<u>FY 26-27</u>	<u>FY 27-28</u>	<u>Total</u>
	\$ 8,500	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 8,500
Operating Impact:							
	\$ -	\$ (1,700)	\$ (1,530)	\$ (1,360)	\$ (1,190)	\$ (1,020)	\$ (6,800)
Project Pricing:	Pricing based on quote received for the goal posts, ground sleeve and delivery.						

**CITY OF SEBASTIAN, FLORIDA
FISCAL YEAR 2023-2028
CAPITAL IMPROVEMENT PROJECT REQUEST AND JUSTIFICATION FORM**

LEISURE SERVICES DEPARTMENT (CONTINUED)

Project Name:	Senior Center Carpet	Project Description:
Funding Source:	General Fund	Replace the carpet in the Senior Center.

Justification: Carpeting in the senior center needs replacement. It will be replaced with carpet squares so smaller areas can be easily repaired or replaced. This would be the same as used in the Art Center.

Project Costs:							Project Total
	<u>FY 22-23</u>	<u>FY 23-24</u>	<u>FY 24-25</u>	<u>FY 25-26</u>	<u>FY 26-27</u>	<u>FY 27-28</u>	
\$	10,500	-	-	-	-	-	10,500
Operating Impact:							
\$	-	-	-	-	-	-	-

Project Pricing: Pricing based on proposal provided by Jerry Smith Flooring & Design Center

Project Name:	Community Center Lighting	Project Description:
Funding Source:	General Fund	Upgrade Community Center lighting to LED.

Justification: Community Center lighting is inadequate and needs to be upgraded to LED. Project would include isolating the lighting and fan controls so that rentals can run the fans without the lights on.

Project Costs:							Project Total
	<u>FY 22-23</u>	<u>FY 23-24</u>	<u>FY 24-25</u>	<u>FY 25-26</u>	<u>FY 26-27</u>	<u>FY 27-28</u>	
\$	5,000	-	-	-	-	-	5,000
Operating Impact:							
\$	-	(1,500)	(1,350)	(1,200)	(1,050)	(900)	(6,000)

Project Pricing: Based on estimate to convert lights to LED. Electrical and installation to be completed by City staff.

Project Name:	Swing/Bench Park	Project Description:
Funding Source:	Recreation Impact Fund	Develop a Swing/Bench Park on the property on the East side of Indian River Drive across from the Harbor Lights Motel.

Justification: This would maintain this area as a park to preserve the view along the Riverfront. Swings and benches will be provided to allow residents & visitors and opportunity to take a break to enjoy the area. We will also install two sections of brick pavers that will be available for the public to purchase memorial bricks.

Project Costs:							Project Total
	<u>FY 22-23</u>	<u>FY 23-24</u>	<u>FY 24-25</u>	<u>FY 25-26</u>	<u>FY 26-27</u>	<u>FY 27-28</u>	
\$	35,000	-	-	-	-	-	35,000
Operating Impact:							
\$	-	(7,000)	(6,300)	(5,600)	(4,900)	(4,200)	(28,000)

Project Pricing: Pricing based on proposal provided by Jerry Smith Flooring & Design Center

Project Name:	Park Improvements	Project Description:
Funding Source:	Recreation Impact Fund	Provide funds to Immediately Address Park Improvements.

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

Project Costs:							Project Total
	<u>FY 22-23</u>	<u>FY 23-24</u>	<u>FY 24-25</u>	<u>FY 25-26</u>	<u>FY 26-27</u>	<u>FY 27-28</u>	
\$	20,000	20,000	20,000	20,000	20,000	20,000	120,000
Operating Impact:							
\$	-	(4,000)	(7,600)	(10,800)	(13,600)	(16,000)	(52,000)

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

**CITY OF SEBASTIAN, FLORIDA
FISCAL YEAR 2023-2028
CAPITAL IMPROVEMENT PROJECT REQUEST AND JUSTIFICATION FORM**

STORMWATER FUND

Project Name:	Stormwater Equipment	Project Description:					
Funding Source:	Stormwater Utility Fund	Replace Maintenance Crew Truck SW616.					
Justification:	This is used by the Maintenance crews to access their job sites. It has maintenance issues and many of its systems are at their end of life. Brake lines are rusting out and becoming a safety issue as they can not be replaced, and must be rebuilt entirely. The air conditioning system is past its life and no longer functional. Other problems may bring up future safety concerns, so we would like to proactively replace the vehicle. The replaced vehicle would be sold.						
Project Costs:	<u>FY 22-23</u>	<u>FY 23-24</u>	<u>FY 24-25</u>	<u>FY 25-26</u>	<u>FY 26-27</u>	<u>FY 27-28</u>	<u>Project Total</u>
	\$ 36,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 36,000
Operating Impact:							
	\$ -	\$ (7,200)	\$ (3,600)	\$ -	\$ 3,600	\$ 5,040	\$ (2,160)
Project Pricing:	Many places are not currently willing to give quotes due to quickly changing costs of parts and freight. A previous estimate was used and included a 20% contingency to arrive at an estimated of \$36,000.						

Project Name:	Stormwater Bulldozer	Project Description:					
Funding Source:	Discretionary Sales Tax	Purchase a Bulldozer.					
Justification:	To be used to reconstruct ditches. Alleviates using Airport equipment acquired with grant funds.						
Project Costs:	<u>FY 22-23</u>	<u>FY 23-24</u>	<u>FY 24-25</u>	<u>FY 25-26</u>	<u>FY 26-27</u>	<u>FY 27-28</u>	<u>Project Total</u>
	\$ 150,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 150,000
Operating Impact:							
	\$ -	\$ (34,500)	\$ (25,500)	\$ (16,500)	\$ (7,500)	\$ 1,500	\$ (82,500)
Project Pricing:	Estimated cost based on research.						

Project Name:	Slip Lining/Pipe Replacement	Project Description:					
Funding Source:	Discretionary Sales Tax	Replacing pipe or sliplining when practical.					
Justification:	Used for failing stormwater pipes. Sliplining avoids open cutting of the roadway and adjacent properties and is used when the depth and construction is expected to cause excessive damage.						
Project Costs:	<u>FY 22-23</u>	<u>FY 23-24</u>	<u>FY 24-25</u>	<u>FY 25-26</u>	<u>FY 26-27</u>	<u>FY 27-28</u>	<u>Project Total</u>
	\$ 150,000	\$ 165,000	\$ 182,000	\$ 200,000	\$ 220,000	\$ 242,000	\$ 1,159,000
Operating Impact:							
	\$ -	\$ (36,000)	\$ (75,600)	\$ (117,780)	\$ (164,130)	\$ (213,610)	\$ (607,120)
Project Pricing:	Staff recently completed similar projects and has a good idea of the total cost for these projects. These estimates take into consideration the recently encountered increase in material cost.						

Project Name:	Swale/Driveway Culverts	Project Description:					
Funding Source:	Discretionary Sales Tax	Correction of drainage deficiencies, swales, culverts and repairs of driveway and headwalls in conjunction with street reconstruction.					
Justification:	Extends pavement life and reduces long term paving cost. We will be completing year 3 of the pavement management program. If repairs are not done, the sizeable investment in street reconstruction is wasted as saturated road bases and the asphalt surfaces quickly degrade before their useful life.						
Project Costs:	<u>FY 22-23</u>	<u>FY 23-24</u>	<u>FY 24-25</u>	<u>FY 25-26</u>	<u>FY 26-27</u>	<u>FY 27-28</u>	<u>Project Total</u>
	\$ 150,000	\$ 165,000	\$ 182,000	\$ 200,000	\$ 200,000	\$ 242,000	\$ 1,139,000
Operating Impact:							
	\$ -	\$ (36,000)	\$ (75,600)	\$ (117,780)	\$ (164,130)	\$ (208,810)	\$ (602,320)
Project Pricing:	Cost of concrete (driveways & headwalls) culverts and sod. Work to be done by City crews except for driveway cuts and concrete replacement. Estimate consider the recent increases in material cost.						

**CITY OF SEBASTIAN, FLORIDA
FISCAL YEAR 2023-2028
CAPITAL IMPROVEMENT PROJECT REQUEST AND JUSTIFICATION FORM**

STORMWATER FUND (CONTINUED)

Project Name:	Stormwater Pond Fountains	Project Description:					
Funding Source:	Stormwater Utility Fund	Purchase and install Stormwater Aeration Fountain at Cownie Pond.					
Justification:	Three fountains are successfully operating. These aerate and oxygenate water, improving water quality and promoting growth of desirable plant species. This is an important non-chemical, mechanical method of stormwater pond maintenance and reduces the amount and cost of herbicide application. With the undergrounding of FPL powerlines we found it a good time to add power at the Cownie Pond since the undergrounding was passing by the pond. With this, we are able to install a fountain at this location.						
Project Costs:						Project Total	
	<u>FY 22-23</u>	<u>FY 23-24</u>	<u>FY 24-25</u>	<u>FY 25-26</u>	<u>FY 26-27</u>	<u>FY 27-28</u>	
	\$ 5,300	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 5,300
Operating Impact:							
	\$ -	\$ (689)	\$ (477)	\$ (265)	\$ (53)	\$ 159	\$ (1,325)
Project Pricing:	Project pricing is based on previously installed fountains.						
Project Name:	Canal Restoration	Project Description:					
Funding Source:	Discretionary Sales Tax Fund to Match \$1 Million for FEMA Grant of \$22 Million over two years.	An application was made to FEMA for a \$23 million dollar project to restore the canal sides/bottom of the Collier Creek/Elkcam Canal to their original contour.					
Justification:	Significant accumulation of dead vegetation and growth of rooted invasive aquatic species has occurred over the years in the City's 8.15 mile Collier Creek/Elkcam Canal. Effective maintenance management and vegetation management requires that these issues be addressed.						
Project Costs:						Project Total	
	<u>FY 22-23</u>	<u>FY 23-24</u>	<u>FY 24-25</u>	<u>FY 25-26</u>	<u>FY 26-27</u>	<u>FY 27-28</u>	
	\$ 11,500,000	\$ 11,500,000	\$ -	\$ -	\$ -	\$ -	\$ 23,000,000
Operating Impact:							
	\$ -	\$ (2,760,000)	\$ (5,520,000)	\$ (5,405,000)	\$ (5,290,000)	\$ (5,175,000)	\$ (24,150,000)
Project Pricing:	The actual cost will be dependent on the Program eventually adopted.						
Project Name:	Stonecrop Drainage Improvement	Project Description:					
Funding Source:	75% FEMA Grant \$1,095,440. 25% Matching Requirement from Discretionary Sales Tax \$365,146.	Phase II of the FEMA grant includes construction, labor and construction management.					
Justification:	Phase II of the FEMA grant includes construction, labor and construction management.						
Project Costs:						Project Total	
	<u>FY 22-23</u>	<u>FY 23-24</u>	<u>FY 24-25</u>	<u>FY 25-26</u>	<u>FY 26-27</u>	<u>FY 27-28</u>	
	\$ 1,460,586	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,460,586
Operating Impact:							
	\$ -	\$ (350,541)	\$ (350,541)	\$ (335,935)	\$ (335,935)	\$ (321,329)	\$ (1,694,280)
Project Pricing:	Project costs are per the budget provided and approved by FEMA on March 4, 2022						

**CITY OF SEBASTIAN, FLORIDA
FISCAL YEAR 2023-2028
CAPITAL IMPROVEMENT PROJECT REQUEST AND JUSTIFICATION FORM**

GOLF COURSE

Project Name:	Golf Shop Carpet	Project Description:					
Funding Source:	Golf Course	Installation of commercial-grade (Berber or "berber-like") carpet in golf shop and two offices.					
Justification:	Existing carpet has been in golf shop for over 10 years. Wear and cleanliness are now becoming issues.						
Project Costs:						Project	
	<u>FY 22-23</u>	<u>FY 23-24</u>	<u>FY 24-25</u>	<u>FY 25-26</u>	<u>FY 26-27</u>	<u>FY 27-28</u>	<u>Total</u>
	\$ 3,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 3,000
Operating Impact:							
	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Project Pricing:	General square footage quote was obtained from Home Depot, Inc. (Sebastian store). While Home Depot figured a good "average" square footage price would be \$2.25, the figure was increase to \$2.75-\$3 per square foot to account for any potential inflationary increase, etc.						

Project Name:	Golf Maintenance Equipment	Project Description:					
Funding Source:	Golf Course	Replace Necessary Operating and Maintenance Equipment: 22-23 Replace Ball Washer \$3,500. 23-24 Replace Range Picker \$3,500 and Range Cart \$7,500.					
Justification:	It is anticipated that these items will require replacement due their heavy and daily use.						
Project Costs:						Project	
	<u>FY 22-23</u>	<u>FY 23-24</u>	<u>FY 24-25</u>	<u>FY 25-26</u>	<u>FY 26-27</u>	<u>FY 27-28</u>	<u>Total</u>
	\$ 3,500	\$ 11,000	\$ -	\$ -	\$ -	\$ -	\$ 14,500
Operating Impact:							
	\$ -	\$ (455)	\$ (1,745)	\$ (1,165)	\$ (585)	\$ (5)	\$ (3,955)
Project Pricing:	Estimated pricing.						

AIRPORT FUND

Project Name:	Runway Debris Blower	Project Description:					
Funding Source:	Airport	Purchase Debris Blower.					
Justification:	The Airport lacks adequate equipment to clear small foreign objects and debris from runways and taxiways. This high volume blower will allow Airport maintenance staff to efficiently clear debris from runways and taxiways.						
Project Costs:						Project	
	<u>FY 22-23</u>	<u>FY 23-24</u>	<u>FY 24-25</u>	<u>FY 25-26</u>	<u>FY 26-27</u>	<u>FY 27-28</u>	<u>Total</u>
	\$ 9,500	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 9,500
Operating Impact:							
	\$ -	\$ (950)	\$ (285)	\$ 380	\$ 1,045	\$ 1,520	\$ 1,710
Project Pricing:							

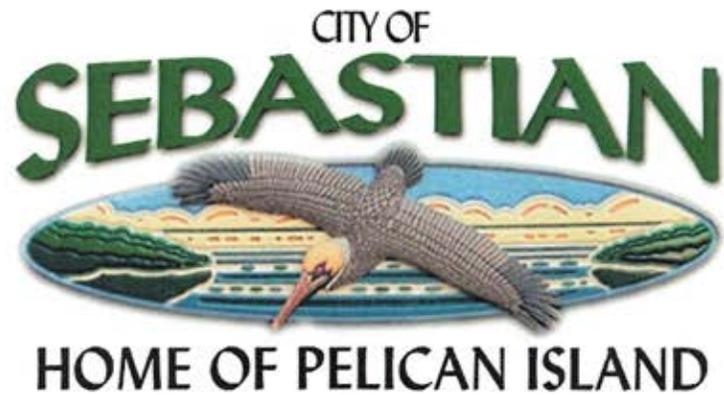
Project Name:	Square Hangars	Project Description:					
Funding Source:	50% FDOT Grant \$500,000 50% Matching Requirements from Discretionary Sales Tax \$500,000.	Construct Two Additional Square Hangars.					
Justification:	These hangars will be leased to aeronautical businesses to create revenue and new jobs. They will be designated "C" and "D" and follow "A" and "B" now being constructed using an 80% FDOT Grant.						
Project Costs:						Project	
	<u>FY 22-23</u>	<u>FY 23-24</u>	<u>FY 24-25</u>	<u>FY 25-26</u>	<u>FY 26-27</u>	<u>FY 27-28</u>	<u>Total</u>
	\$ 1,000,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,000,000
Operating Impact:							
	\$ -	\$ (240,000)	\$ (240,000)	\$ (230,000)	\$ (230,000)	\$ (220,000)	\$ (1,160,000)
Project Pricing:	These funds were originally earmarked to build a single maintenance hangar. Due to the rising costs of materials and construction, the FDOT is allowing us to reallocate them to build two additional square hangars to attract future Airport business.						

**CITY OF SEBASTIAN, FLORIDA
FISCAL YEAR 2023-2028
CAPITAL IMPROVEMENT PROJECT REQUEST AND JUSTIFICATION FORM**

AIRPORT FUND (CONTINUED)

Project Name:	Runway 10-28/Taxiway Bravo	Project Description:					
Funding Source:	80% FDOT Grant \$33,120. 20% Matching Requirements from Airport \$8,280.	Paint Existing Markings on Runway 10-28 and Taxiway Bravo.					
Justification:	Runway 10-28 and Taxiway Bravo paint markings are worn and faded and pose a safety risk to pilots.						
Project Costs:						Project	
	<u>FY 22-23</u>	<u>FY 23-24</u>	<u>FY 24-25</u>	<u>FY 25-26</u>	<u>FY 26-27</u>	<u>FY 27-28</u>	<u>Total</u>
	\$ 41,400	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 41,400
Operating Impact:							
	\$ -	\$ (5,382)	\$ (3,726)	\$ (2,070)	\$ (414)	\$ 1,242	\$ (10,350)
Project Pricing:	Based on funding anticipated.						

Project Name:	Runway 05-23 Rehabilitation	Project Description:					
Funding Source:	FAA 90% Grant \$2,853,818. FDOT 5% Grant \$158,546. 5% Matching Requirements from Discretionary Sales Tax \$158,546.	Rehabilitate Asphalt on Runway 05-23.					
Justification:	The asphalt on Runway 05-23 is deteriorating and is need of rehabilitation in order to remain in serviceable condition.						
Project Costs:						Project	
	<u>FY 22-23</u>	<u>FY 23-24</u>	<u>FY 24-25</u>	<u>FY 25-26</u>	<u>FY 26-27</u>	<u>FY 27-28</u>	<u>Total</u>
	\$ 1,585,455	\$ 1,585,455	\$ -	\$ -	\$ -	\$ -	\$ 3,170,910
Operating Impact:							
	\$ -	\$ (285,382)	\$ (554,909)	\$ (523,200)	\$ (491,491)	\$ (459,782)	\$ (2,314,764)
Project Pricing:	Based on funding anticipated.						



CITY OF SEBASTIAN, FLORIDA
ANNUAL BUDGET
FISCAL YEAR 2022-2023

ENTERPRISE FUNDS



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CITY OF SEBASTIAN, FLORIDA 2022/2023 ANNUAL BUDGET

MUNICIPAL GOLF COURSE

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

GOLF COURSE SUMMARY OF REVENUE / EXPENSES

<u>Description</u>	Amended					
	FY 18/19 <u>Actual</u>	FY 19/20 <u>Actual</u>	FY 20/21 <u>Actual</u>	FY 21/22 <u>Budget</u>	FY 21/22 <u>Projected</u>	FY 22/23 <u>Budget</u>
Total Revenues	\$ 1,406,022	\$ 1,527,331	\$ 1,499,032	\$ 1,546,316	\$ 1,772,747	\$ 1,782,371
Total GC Administration Division	669,768	661,002	684,091	791,487	773,791	771,363
Total GC Greens Division	566,101	579,658	595,919	588,980	596,280	758,324
Total GC Carts Division	99,341	108,159	113,203	193,400	192,695	162,684
Total Expenses	1,335,211	1,348,818	1,393,214	1,573,867	1,562,766	1,692,371
Change in Unrestricted Reserves	\$ 70,812	\$ 178,514	\$ 105,818	\$ (27,551)	\$ 209,981	\$ 90,000

GOLF COURSE FUND REVENUE

Code: 410010

The Fiscal Year 2022-2023 adopted budget for Golf Course fund revenue is \$ 1,782,371. This compares to the 2021-2022 projected revenue of \$ 1,772,747, an increase of \$ 9,624, or .54%.

<u>Description</u>	Amended						
	FY 18/19 <u>Actual</u>	FY 19/20 <u>Actual</u>	FY 20/21 <u>Actual</u>	FY 21/22 <u>Budget</u>	FY 21/22 <u>Projected</u>	FY 22/23 <u>Budget</u>	<u>Difference</u>
Charges for services	\$ 1,400,898	\$ 1,524,949	\$ 1,498,565	\$ 1,546,316	\$ 1,771,587	\$ 1,781,371	\$ 9,784
Non-operating revenues	5,124	2,382	467	-	1,160	1,000	(160)
Use of Unrestricted Reserves	-	-	-	27,551	-	-	-
Total revenues	\$ 1,406,022	\$ 1,527,331	\$ 1,499,032	\$ 1,573,867	\$ 1,772,747	\$ 1,782,371	\$ 9,624

Fiscal Year 2022-23 Adopted Budget:

Major Current Level Changes from 2021-22 Projected Revenue	<u>Difference</u>
1. Charges for services - Increase due to anticipated increase in pro shop sales and rounds played.	\$ 9,784
2. Non-operating revenues - Decrease due to lower interest income expected.	\$ (160)

CITY OF SEBASTIAN, FLORIDA 2022/2023 ANNUAL BUDGET

GOLF COURSE REVENUE

Code: 410010

<u>Account Number</u>	<u>Description</u>	<u>FY 18/19 Actual</u>	<u>FY 19/20 Actual</u>	<u>FY 20/21 Actual</u>	<u>Amended FY 21/22 Budget</u>	<u>FY 21/22 Projected</u>	<u>FY 22/23 Budget</u>
CHARGES FOR SERVICES							
347501	Green Fees	448,684	502,576	492,433	483,439	610,000	611,000
347502	Cart Rentals	643,304	683,628	658,662	685,440	765,000	767,000
347510	Driving Range Fees	45,651	52,385	52,987	48,144	63,000	63,000
347512	Club Storage Fees	3,175	3,185	3,247	3,252	3,864	4,176
347513	Club Rentals Fees	2,752	2,304	2,651	2,750	3,500	3,500
347521	Membership Fees	96,306	101,928	116,149	137,103	136,900	138,000
347522	Handicap Fees	4,940	5,390	4,818	5,000	4,906	4,900
347523	Resident Card Fees	32,244	32,384	30,702	32,477	39,835	40,000
347530	Non-Taxable Sales	38	73	51	50	35	35
347540	Pro Shop Sales	87,462	101,711	94,735	110,000	105,000	110,000
362100	Rents and Royalties	27,463	30,001	30,001	30,001	30,000	30,000
369400	Reimbursements	5,206	2,834	3,258	3,000	3,362	3,600
369900	Other Miscellaneous Revenues	1,124	2,966	4,728	2,000	2,525	2,500
369941	Sales Tax Commissions	360	360	360	360	360	360
369945	Pro Lesson Fees	2,113	3,279	3,588	3,200	3,300	3,300
369995	Cash Over/Short	75	(54)	194	100	0	0
TOTAL CHARGES FOR SERVICES		1,400,898	1,524,949	1,498,565	1,546,316	1,771,587	1,781,371
NON-OPERATING REVENUE							
361100	Interest Earnings	3,570	771	467	0	1,000	900
361105	SBA Interest	0	0	0	0	160	100
364100	Sale of Fixed Assets	1,512	1,380	0	0	0	0
365000	Sale of Surplus	43	231	0	0	0	0
TOTAL NON-OPERATING REVENUE		5,124	2,382	467	0	1,160	1,000
TOTAL GOLF COURSE REVENUES		1,406,022	1,527,331	1,499,032	1,546,316	1,772,747	1,782,371
USE OF UNRESTRICTED RESERVES		0	0	0	27,551	0	0
TOTAL GOLF COURSE SOURCES		1,406,022	1,527,331	1,499,032	1,573,867	1,772,747	1,782,371

CITY OF SEBASTIAN, FLORIDA 2022/2023 ANNUAL BUDGET

GOLF COURSE ADMINISTRATION

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

FISCAL YEAR 2022 ACCOMPLISHMENTS

- ✓ On track to meet or exceed \$ 1,784,664 in total revenue, \$ 200,000 above projections.
- ✓ \$ 781,839 in golf cart revenue.
- ✓ \$ 624,472 in green fee revenue.
- ✓ 59,849 total golf rounds
- ✓ \$ 137,382 in Annual Membership revenue.
- ✓ \$ 40,195 in Discount Card Revenue.
- ✓ \$ 114,153 in Golf Shop sales (cost \$ 72,161, margin of 36%).
- ✓ \$ 66,461 in driving range revenue.
- ✓ \$ 3,140 in golf lesson revenue.
- ✓ \$ 5,038 in USGA golf handicap annual memberships.
- ✓ \$ 30,000 in restaurant rent revenue
- ✓ Through a combined effort and alliance with the Indian River Golf Foundation, offered numerous clinics and playing events for junior golfers. Also, served as the home course for the Sebastian River High School Boys and Girls golf teams.
- ✓ Organized and conducted numerous charitable and special events and also offered daily leagues throughout the entire year.
- ✓ Parking lot restriped.

FISCAL YEAR 2023 GOALS & OBJECTIVES

- Strive to continue, instill, and improve quality, unsurpassed customer services.
- Strive for total revenue to meet or exceed \$ 1,781,000 and for rounds to meet or exceed 59,000.
- Continue to offer a fully stocked discount golf shop, complete with quality, name-brand merchandise and competitive prices while fulfilling the wants and needs of our customers.
- In order to ensure a high degree of repeat play from our customers, continue to offer a variety of daily leagues, tournaments, and special/charity events.
- In order to promote the great game of golf, thus ensuring another way to create repeat play from our customers, continue to offer clinics, lessons, and other events and continue our long-standing agreement with the Indian River Golf Foundation.
- Continue to place constant attention on all facilities and grounds, ensuring all areas are well maintained and presentable to the public, with the goal of exceeding expectations, especially when related to all golf course grounds and turf, with heavy emphasis on (in order) greens, tees, and fairways.

CITY OF SEBASTIAN, FLORIDA 2022/2023 ANNUAL BUDGET

PERFORMANCE MEASURES

SERVICE PROGRAM	Actual 2018/2019	Actual 2019/2020	Actual 2020/2021	Projected 2021/2022	Projected 2022/2023
Number of Annual Fees Sold	134	152	174	136	139
Single Resident	76	72	115	87	88
Family Resident	58	80	59	49	51
Resident/Discount Cards	690	693	740	779	780
TOTAL ANNUAL FEES SOLD	824	845	914	915	919
Annual Fee Rounds	9,345	10,917	12,665	13,000	13,000
Daily Fee Rounds	36,471	41,474	42,654	45,000	45,000
TOTAL NUMBER OF ROUNDS PLAYED	45,816	52,391	55,319	58,000	58,000

GOLF COURSE ADMINISTRATION PROGRAM BUDGET DESCRIPTION

<i>STAFFING</i>		<i>NATURE OF ACTIVITY</i>
<i>21/22</i>	<i>22/23</i>	
30.00%	30.00%	General Supervision - Provide effective, responsive and professional management, direction, control of daily golf operations, including training and forethought for innovative and practical improvements.
20.00%	20.00%	Pro Shop - Provide friendly, consistent quality service to the public. The result of this direct contact combined with the amenities offered, produces customer satisfaction.
20.00%	20.00%	Control of Course Play - Provide for orderly starting of play, speed and flow of play, and prevention of free play and abuse to golf course grounds, to enhance the enjoyment of the game as well as promoting return play.
20.00%	20.00%	Golf Course Administration - Supervise all Golf Course operations, preparation of budget, supervision of capital improvement programs.
10.00%	10.00%	Promote the Game of Golf - Provide golf instruction, junior and adult clinics, golf tournaments, charity events, speaking engagements, advertisements, and other creative measures to attract and promote return play to Sebastian Golf Course
100.00%	100.00%	

CITY OF SEBASTIAN, FLORIDA 2022/2023 ANNUAL BUDGET

GOLF COURSE ADMINISTRATION BUDGET SUMMARY

The Fiscal Year 2022-2023 adopted budget for Golf Course Administration, excluding budgeted contingency, is \$ 771,363. This compares to the 2021-2022 projected expenses of \$ 773,791, a decrease of \$ 2,428, or -.31%

	Amended						Difference
	FY 18/19 Actual	FY 19/20 Actual	FY 20/21 Actual	FY 21/22 Budget	FY 21/22 Projected	FY 22/23 Budget	
Personal Services	\$ 276,996	\$ 280,310	\$ 297,091	\$ 320,202	\$ 292,765	\$ 291,125	\$ (1,640)
Operating Expenses	373,277	372,479	379,181	375,200	384,941	402,529	17,588
Capital Outlay	10,892	-	-	25,000	25,000	6,500	(18,500)
Transfers	8,604	8,213	7,819	71,085	71,085	71,209	124
Contingency	70,812	178,514	105,818	-	-	90,000	90,000
Total	\$ 669,768	\$ 661,002	\$ 684,091	\$ 791,487	\$ 773,791	\$ 861,363	\$ 87,572

Fiscal Year 2022-23 Adopted Budget:

Major Current Level Changes from Fiscal Year 2021-22 Projected Expenses:

	Difference
1. Personal Services - Decrease due to retirement of long term employee in the prior year.	\$ (1,640)
2. Operating Expenses - Increase due primarily to higher administrative and insurance costs.	\$ 17,588
3. Capital Outlay - Decrease due to higher cost projects completed in the prior year.	\$ (18,500)
4. Transfers - Increase due to higher scheduled loan repayment.	\$ 124

PERSONAL SERVICES SCHEDULE

GOLF COURSE ADMINISTRATION

POSITION	PAY RANGE	FULL TIME EQUIVALENTS				Projected Expense 21/22	Budget 22/23
		Amended					
		20/21	21/22	21/22	22/23		
Golf Course Director	66,857 / 116,076	1.00	1.00	1.00	1.00	\$ 116,450	\$ 116,250
Administrative Assistant	33,449 / 55,478	1.00	1.00	1.00	1.00	71,950	33,500
Assistant Golf Pro (P/T)	\$ 16.89/hr - \$ 19.28/hr	0.50	0.50	0.50	0.50	21,700	25,500
Cashier (P/T)	\$ 13.23/hr - \$ 18.16/hr	1.50	1.50	1.50	1.50	19,900	54,750
		4.00	4.00	4.00	4.00		
TOTAL SALARIES						\$ 230,000	\$ 230,000
Overtime						1,800	2,500
Lesson Bonus						2,300	2,400
FICA Taxes						18,000	18,022
Deferred Compensation						16,700	13,919
Group Health Insurance Premium						16,550	15,158
Health Reimbursement Account						3,200	4,000
Employee Assistance Program						27	32
Worker's Comp Insurance						4,188	4,394
Additional Compensation						-	700
Total Personal Services						\$ 292,765	\$ 291,125

CITY OF SEBASTIAN, FLORIDA 2022/2023 ANNUAL BUDGET

CAPITAL OUTLAY SCHEDULE

GOLF COURSE ADMINISTRATION - TO BE FUNDED BY GOLF COURSE FUND

<u>Description</u>	<u>EXPENDITURES PER FISCAL YEAR</u>					
	<u>2022/23</u>	<u>2023/24</u>	<u>2024/25</u>	<u>2025/26</u>	<u>2026/27</u>	<u>TOTAL</u>
Pro Shop/Office Carpet Replacement	\$ 3,000	\$ -	\$ -	\$ -	\$ -	\$ 3,000
Ball Washer	3,500	-	-	-	-	3,500
	<u>\$ 6,500</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 6,500</u>

CITY OF SEBASTIAN, FLORIDA 2022/2023 ANNUAL BUDGET

GOLF COURSE ADMINISTRATION DIVISION

Code: 410110

Account Number	Description	FY 18/19 Actual	FY 19/20 Actual	FY 20/21 Actual	Amended FY 21/22 Budget	FY 21/22 Projected	FY 22/23 Budget
PERSONAL SERVICES:							
511200	Regular Salaries	194,053	206,950	223,468	241,924	230,000	230,000
511300	Temporary Salaries	11,182	0	0	0	0	0
511400	Overtime	1,329	2,557	1,738	2,500	1,800	2,500
511500	Lesson Bonus	938	1,729	2,465	2,400	2,300	2,400
512100	FICA Taxes	15,042	15,706	16,705	18,882	18,000	18,022
512225	Deferred Compensation	14,115	14,461	15,735	16,309	16,700	13,919
512301	Group Health Insurance Premium	29,162	27,076	24,145	25,516	16,550	15,158
512307	Health Reimbursement Account	6,919	8,009	8,051	8,000	3,200	4,000
512309	Employee Assistance Program	32	32	32	32	27	32
512400	Worker's Comp Insurance	4,225	3,791	4,753	4,639	4,188	4,394
512700	Additional Compensation	0	0	0	0	0	700
TOTAL PERSONAL SERVICES		276,996	280,310	297,091	320,202	292,765	291,125
OPERATING EXPENSES:							
347541	Cost of Sales-Pro Shop	64,066	79,444	70,345	65,000	65,000	65,000
533100	Professional Services	3,373	3,302	3,270	3,300	3,300	3,400
533200	Audit Fees	3,298	3,294	3,593	3,952	2,515	3,952
533201	Admin Services provided by GF	88,350	97,185	106,065	106,065	106,065	116,672
533400	Other Contractual Services	4,719	320	200	250	250	250
533420	Pest/Weed Control	1,397	824	888	1,000	888	1,000
533440	Electronic Security Services	359	0	0	0	0	0
534000	Travel and Per Diem	0	0	0	0	225	0
534101	Telephone	3,651	3,883	527	325	215	0
534105	Cellular Telephone	267	352	263	420	352	360
534110	Internet Access	387	464	461	426	375	30
534120	Postage	90	78	26	75	50	100
534310	Electric	9,149	12,827	13,818	13,440	16,825	18,120
534320	Water/Sewer	9,389	11,992	10,840	12,660	9,300	9,300
534420	Equipment Leases	927	705	644	645	645	645
534445	Airport Property Lease	106,000	106,000	106,135	106,135	106,135	106,370
534500	Insurance	9,183	8,227	11,678	12,303	13,250	14,575
534610	R & M - Buildings	14,388	565	3,105	3,500	3,500	4,000
534630	R & M - Office Equipment	813	518	423	480	450	480
534640	R & M - Operating Equipment	0	0	0	0	50	0
534845	Golf Course Promotions	0	0	17	100	0	0
534846	Golf Course Advertising	560	0	0	1,000	0	2,500
535200	Departmental Supplies	1,835	2,294	2,293	2,400	2,400	1,000
535205	Bank Charges	34,914	31,296	33,703	30,000	42,000	43,000
535210	Computer Supplies	0	0	280	119	119	0
535220	Cleaning Supplies	4,583	2,363	3,505	4,500	4,000	4,200
535270	Uniforms and Shoes	0	0	0	0	0	500
535410	Dues and Memberships	512	0	512	515	525	525
535710	Non-Ad Valorem Tax	11,065	6,545	6,590	6,590	6,507	6,550
TOTAL OPERATING EXPENSES		373,277	372,479	379,181	375,200	384,941	402,529
CAPITAL OUTLAY:							
606220	Building Improvements	0	0	0	0	0	3,000
606400	Vehicles and Equipment	10,892	0	0	0	0	3,500
606900	Infrastructure	0	0	0	25,000	25,000	0
TOTAL CAPITAL OUTLAY		10,892	0	0	25,000	25,000	6,500
NON-OPERATING EXPENSES							
909101	Interfund Trfr to 001 GF	0	0	0	35,000	35,000	35,000
909480	Interfund Trfr to 480 Bldg	8,604	8,213	7,819	36,085	36,085	36,209
909541	Intrafund Trfr to GC Capital	0	0	0	0	0	0
TOTAL NON-OPERATING EXPENSES		8,604	8,213	7,819	71,085	71,085	71,209
TOTAL GOLF COURSE ADMINISTRATION		669,768	661,002	684,091	791,487	773,791	771,363
OTHER FINANCING USES							
909990	Unappropriated	70,812	178,514	105,818	0	209,981	90,000
TOTAL EXPENDITURES AND OTHER USES		740,580	839,516	789,909	791,487	983,772	861,363

CITY OF SEBASTIAN, FLORIDA 2022/2023 ANNUAL BUDGET

GOLF COURSE GREENS DIVISION

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

FISCAL YEAR 2022 ACCOMPLISHMENTS

- ✓ Throughout the fiscal year, received several compliments on the overall condition of the golf course, especially in relation to the greens. Much of this has been due to the investment to the golf course including the irrigation (2016) and green re-grassing (2017) projects, which continue to pay dividends.
- ✓ Golf course greens show a level of maturity has been reached; turf is performing and looking excellent.
- ✓ Maintained all necessary reports and data as required by the St. Johns River Water Management District and delivered these reports to St. Johns in a timely manner. In addition, all general monthly reports were completed in a timely manner by IGM.
- ✓ Numerous soil analysis tests performed throughout the year.
- ✓ Several organic products put into use and results have been successful.

FISCAL YEAR 2023 GOALS AND OBJECTIVES

- Maintain an excellent working relationship with out golf course maintenance contractor; International Golf Maintenance, Inc. and always keep lines of communication open and available with the Head Golf Course Superintendent and all maintenance staff.
- Strive to maintain entire golf course in the best condition possible, with heavy emphasis on green speed and ball roll on the putting greens.
- Monitor all equipment selections, usage, and maintenance in order to make certain that the equipment is in the best possible working condition and hydraulic leaks are kept to a minimum.
- Continue to meet with the Superintendent and/or Assistant Superintendent daily to address any and all concerns, discuss upcoming events, weather, and any irrigation issues, etc.
- Understanding that our patrons like to see yearly improvement, continue to look at all golf course areas and look for ways to improve areas as economically and efficiently as possible.
- Continue to use organic products for turf and organism control.

PERFORMANCE MEASURES

Performance Indicators	Actual 2018/2019	Actual 2019/2020	Actual 2020/2021	Projected 2021/2022	Projected 2022/2023
Greens (Acres)	4	4	4	4	4
Tees (Acres)	4	4	4	4	4
Fairways (Acres)	22	22	22	22	22
Rough - Bermuda / Bahia (Acres)	35 / 25	35 / 25	35 / 25	35 / 25	35 / 25
Sand Bunkers (Acres)	4	4	4	4	4
Lakes and Ponds (Linear Feet)	10,000	10,000	10,000	10,000	10,000
Non-Play Area (Acres)	30	30	30	30	30
Holes Maintained	18	18	18	18	18
Practice areas (acres total)	5	5	5	5	5

CITY OF SEBASTIAN, FLORIDA 2022/2023 ANNUAL BUDGET

GOLF COURSE GREENS PROGRAM BUDGET DESCRIPTION

<i>STAFFING</i>		<i>NATURE OF ACTIVITY</i>
<i>21/22</i>	<i>22/23</i>	
90.00%	85.00%	Golf Course Maintenance - Provide administrative oversight of independent golf course maintenance contract which provides daily turf care resulting in the quality appearance and playability of the golf course. Keeping the golf course in the best possible condition throughout the year adds to the enjoyment of the customers and insures return play.
10.00%	15.00%	Equipment Maintenance - Continue tracking equipment use and repair to insure proper maintenance and availability of equipment.
100.00%	100.00%	

GOLF COURSE GREENS DIVISION BUDGET SUMMARY

The Fiscal Year 2022-2023 adopted budget for Golf Course Greens Division is \$ 758,324. This compares to the 2021-2022 projected expenses of \$ 596,280, an increase of \$ 162,044, or 27.18%.

	FY 18/19	FY 19/20	FY 20/21	Amended FY 21/22	FY 21/22	FY 22/23	Difference
	Actual	Actual	Actual	Budget	Projected	Budget	
Operating Expenses	\$ 566,101	\$ 579,658	\$ 582,490	\$ 588,980	\$ 596,280	\$ 681,324	\$ 85,044
Capital Outlay	-	-	13,429	-	-	77,000	77,000
Non-Operating	-	-	-	-	-	-	-
Total	\$ 566,101	\$ 579,658	\$ 595,919	\$ 588,980	\$ 596,280	\$ 758,324	\$ 162,044

Fiscal Year 2022-23 Adopted Budget:

Major Current Level Changes from Fiscal Year 2021-22 Projected Expenses:

	<i>Difference</i>
1. Operating Expenses - Increase due primarily to contractual increase in maintenance contract.	\$ 85,044
2. Capital Outlay - Increase due to range netting replacement this year.	\$ 77,000
3. Non-Operating - No change.	\$ -

CITY OF SEBASTIAN, FLORIDA 2022/2023 ANNUAL BUDGET

GOLF COURSE GREENS DIVISION

Code: 410120

Account Number	Description	FY 18/19 Actual	FY 19/20 Actual	FY 20/21 Actual	Amended FY 21/22 Budget	FY 21/22 Projected	FY 22/23 Budget
OPERATING EXPENSES							
533420	Pest/Weed Control	0	120	120	120	120	120
533445	Groundskeeping Service	546,385	557,313	557,313	568,460	568,460	649,554
534310	Electric	11,584	12,053	14,290	11,400	18,700	20,400
534610	R & M - Buildings	0	0	0	750	750	1,000
534640	R & M - Operating Equipment	94	82	0	0	0	0
534680	R & M - Irrigation Systems	6,991	7,216	7,880	5,500	5,500	7,500
534685	R & M - Grounds Maintenance	855	2,798	2,637	2,500	2,500	2,500
535200	Departmental Supplies	193	75	250	250	250	250
TOTAL OPERATING EXPENSES		566,101	579,658	582,490	588,980	596,280	681,324
CAPITAL OUTLAY							
606300	Improvements Other Than Buildings	0	0	0	0	0	77,000
606400	Vehicles and Equipment	0	0	13,429	0	0	0
TOTAL CAPITAL OUTLAY		0	0	13,429	0	0	77,000
TOTAL GREENS DIVISION		566,101	579,658	595,919	588,980	596,280	758,324

CAPITAL OUTLAY SCHEDULE

GOLF COURSE GREENS DIVISION - TO BE FUNDED FROM GOLF COURSE OPERATIONS						
Description	EXPENDITURES PER FISCAL YEAR					TOTAL
	2022/23	2023/24	2024/25	2025/26	2026/27	
Range Netting Replacement	\$ 77,000	\$ -	\$ -	\$ -	\$ -	77,000
	\$ 77,000	\$ -	\$ -	\$ -	\$ -	77,000

CITY OF SEBASTIAN, FLORIDA 2022/2023 ANNUAL BUDGET

GOLF COURSE CARTS DIVISION

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

FISCAL YEAR 2022 ACCOMPLISHMENTS

- ✓ Performed preventative maintenance on entire fleet consistently with monthly work accomplished regarding tires, grease fittings, and water level in batteries.
- ✓ Maintained range cart and all range accessories including range balls, club washers, bag racks, range baskets, etc.
- ✓ Over 10,000 range balls added to range throughout the year, all at no cost to the golf course.
- ✓ Maintained all outside areas around cart staging area, cart barn, starter station, and ice water shed.

FISCAL YEAR 2023 GOALS AND OBJECTIVES

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

PERFORMANCE MEASURES

Performance Indicators	Actual 2018/2019	Actual 2019/2020	Actual 2020/2021	Projected 2021/2022	Projected 2022/2023
Electric Golf Carts	80	80	80	80	80
Tires Maintained	324	324	324	324	324
Grease Fittings Maintained	324	324	324	324	324
Range Carts	1	1	1	1	1
Ranger Carts	1	0	0	0	0
Batteries Maintained	488	481	481	481	481
Beverage Carts	1	0	0	0	0

GOLF COURSE CARTS DIVISION PROGRAM BUDGET DESCRIPTION

<i>STAFFING</i>		<i>NATURE OF ACTIVITY</i>
<i>21/22</i>	<i>22/23</i>	
30.00%	30.00%	General Maintenance and Care of Golf Carts - Clean and maintain golf carts in operational condition for guests use and maintain operational cart barn.
30.00%	30.00%	Golf Course Facilities - Maintenance and care of Cart Barn, Driving Range, Water Station, and general area around Golf Shop and starter area.
40.00%	40.00%	Customer Service - Provide unsurpassed customer service to our members.
100.00%	100.00%	

CITY OF SEBASTIAN, FLORIDA 2022/2023 ANNUAL BUDGET

GOLF COURSE CARTS DIVISION BUDGET SUMMARY

The Fiscal Year 2022-2023 adopted budget for Golf Course Carts Division is \$ 162,684. This compares to the 2021-2022 projected expenses of \$ 192,695, a decrease of \$ 30,011, or -15.57%.

	FY 18/19	FY 19/20	FY 20/21	Amended		FY 22/23	Difference
	Actual	Actual	Actual	FY 21/22 Budget	FY 21/22 Projected	Budget	
Personal Services	\$ 91,582	\$ 99,041	\$ 107,828	\$ 138,765	\$ 138,010	\$ 148,190	\$ 10,180
Operating Expenses	1,365	1,108	2,587	2,944	2,994	14,494	11,500
Capital Outlay	-	3,716	-	-	-	-	-
Debt Service	6,394	4,294	2,789	51,691	51,691	-	(51,691)
Total	\$ 99,341	\$ 108,159	\$ 113,203	\$ 193,400	\$ 192,695	\$ 162,684	\$ (30,011)

Fiscal Year 2022-23 Adopted Budget:

Major Current Level Changes from Fiscal Year 2021-22 Projected Expenses:

	Difference
1. Personal Services - Increase due to minimum pay rate adjustments.	\$ 10,180
2. Operating Expenses - Increase due to higher anticipated building and equipment maintenance costs.	\$ 11,500
3. Capital Outlay - No change.	\$ -
4. Debt Service - Decrease due to golf cart loan being paid in full in prior year.	\$ (51,691)

PERSONAL SERVICES SCHEDULE

GOLF COURSE CARTS DIVISION

<u>POSITION</u>	<u>PAY RANGE</u>	<u>FULL TIME EQUIVALENTS</u>				<u>Projected</u>	
		<u>Amended</u>				<u>Expense</u>	<u>Budget</u>
		<u>20/21</u>	<u>21/22</u>	<u>21/22</u>	<u>22/23</u>	<u>21/22</u>	<u>22/23</u>
Cart Attendants (P/T)	\$ 12.00/hr - \$ 15.45/hr	5.00	5.00	5.00	5.00	\$ 121,430	\$ 130,000
		5.00	5.00	5.00	5.00		
	TOTAL SALARIES					\$ 121,430	\$ 130,000
	Overtime					4,800	4,800
	FICA Taxes					9,700	10,352
	Worker's Compensation					2,080	2,538
	Additional Compensation					0	500
	Total Personal Services					\$ 138,010	\$ 148,190

(1) For P/T Cart Attendants (5) equals (10) positions

CITY OF SEBASTIAN, FLORIDA 2022/2023 ANNUAL BUDGET

GOLF COURSE CARTS DIVISION

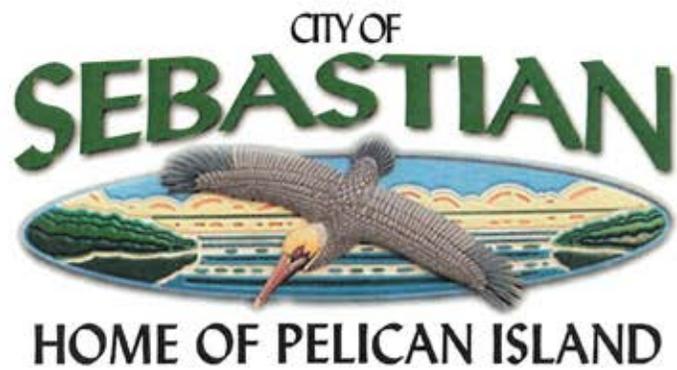
Code: 410130

Account <u>Number</u>	<u>Description</u>	<u>FY 18/19</u> <u>Actual</u>	<u>FY 19/20</u> <u>Actual</u>	<u>FY 20/21</u> <u>Actual</u>	<u>Amended</u> <u>FY 21/22</u> <u>Budget</u>	<u>FY 21/22</u> <u>Projected</u>	<u>FY 22/23</u> <u>Budget</u>
PERSONAL SERVICES							
511200	Regular Salaries	38,641	86,967	95,198	123,247	121,430	130,000
511300	Temporary Salaries	43,202	0	0	0	0	0
511400	Overtime	1,545	3,486	3,284	3,500	4,800	4,800
512100	FICA Taxes	6,358	7,060	7,528	9,696	9,700	10,352
512400	Worker's Comp Insurance	1,835	1,528	1,817	2,322	2,080	2,538
512700	Additional Compensation	0	0	0	0	0	500
TOTAL PERSONAL SERVICES		91,582	99,041	107,828	138,765	138,010	148,190
OPERATING EXPENSES							
533420	Pest/Weed Control	0	144	144	144	144	144
534610	R & M - Buildings	0	41	823	500	500	4,000
534640	R & M-Operating Equipment	959	783	1,501	2,000	2,000	10,000
535200	Departmental Supplies	342	140	108	250	250	250
535220	Cleaning Supplies	44	0	11	50	100	100
535230	Small Tools and Equipment	20	0	0	0	0	0
TOTAL OPERATING EXPENSES		1,365	1,108	2,587	2,944	2,994	14,494
CAPITAL OUTLAY							
606400	Vehicles and Equipment	0	3,716	0	0	0	0
TOTAL CAPITAL OUTLAY		0	3,716	0	0	0	0
NON-OPERATING EXPENSES							
707145	Principal - Golf Course Loan	0	0	0	50,801	50,801	0
707245	Interest - Golf Course Loan	6,394	4,294	2,789	890	890	0
TOTAL NON-OPERATING EXPENSE		6,394	4,294	2,789	51,691	51,691	0
TOTAL CARTS DIVISION		99,341	108,159	113,203	193,400	192,695	162,684

CAPITAL OUTLAY SCHEDULE

GOLF COURSE CARTS - TO BE FUNDED BY GOLF COURSE FUND

<u>Description</u>	<u>EXPENDITURES PER FISCAL YEAR</u>					
	<u>2022/23</u>	<u>2023/24</u>	<u>2024/25</u>	<u>2025/26</u>	<u>2026-27</u>	<u>TOTAL</u>
(80) Golf Carts	\$ -	\$ 135,684	\$ 63,996	\$ 66,684	\$ 68,611	\$ 334,975
Range Picker	-	3,500	-	-	-	3,500
Range Cart	-	7,500	-	-	-	7,500
	\$ -	\$ 146,684	\$ 63,996	\$ 66,684	\$ 68,611	\$ 345,975



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CITY OF SEBASTIAN, FLORIDA 2022/2023 ANNUAL BUDGET

MUNICIPAL AIRPORT

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

<u>Description</u>	FY 18/19	FY 19/20	FY 20/21	Amended		FY 22/23
	<u>Actual</u>	<u>Actual</u>	<u>Actual</u>	<u>Budget</u>	<u>Projected</u>	<u>Budget</u>
Total Revenues	\$ 570,814	\$ 593,366	\$ 579,785	\$ 629,232	\$ 615,707	\$ 664,276
Total Airport Administration	\$ 523,518	\$ 398,338	\$ 398,338	\$ 547,855	\$ 580,022	\$ 571,046
Change in Unrestricted Reserves	\$ 47,296	\$ 195,028	\$ 181,447	\$ 81,377	\$ 35,685	\$ 93,230

AIRPORT FUND REVENUE

Code: 450010

The Fiscal Year 2022-2023 adopted budget for Airport fund revenue is \$ 664,276. This compares to the 2021-2022 projected Airport fund revenue of \$ 615,707, an increase of \$ 48,569, or 7.9%.

<u>Description</u>	FY 18/19	FY 19/20	FY 20/21	Amended		FY 22/23	<u>Difference</u>
	<u>Actual</u>	<u>Actual</u>	<u>Actual</u>	<u>Budget</u>	<u>Projected</u>	<u>Budget</u>	
Operating revenue	\$ 507,339	\$ 535,141	\$ 557,469	\$ 606,727	\$ 575,789	\$ 639,830	\$ 64,041
Non-operating revenues	63,475	58,225	22,316	22,505	39,918	24,446	(15,472)
Use of Unrestricted Reserves	-	-	-	72,917	-	-	-
Total revenues and other sources	\$ 570,814	\$ 593,366	\$ 579,785	\$ 702,149	\$ 615,707	\$ 664,276	\$ 48,569

Fiscal Year 2022-23 Adopted Budget:

Major Current Level Changes from Fiscal Year 2021-22 Projected Revenue:

	<u>Difference</u>
1. Operating revenue - Increase due primarily to new Public Facilities Compound rent and contractual lease increases.	\$ 64,041
2. Non-operating revenues - Decrease due primarily to sale of surplus equipment in the prior year.	\$ (15,472)

CITY OF SEBASTIAN, FLORIDA 2022/2023 ANNUAL BUDGET

AIRPORT REVENUE

Code: 450010

Account Number	Description	FY 18/19 Actual	FY 19/20 Actual	FY 20/21 Actual	Amended FY 21/22 Budget	FY 21/22 Projected	FY 22/23 Budget
OPERATING REVENUE							
344100	Fuel Sales	12,278	0	0	0	0	0
347541	Cost of Sales	(8,945)	0	0	0	0	0
362150	Nontaxable Rents	112,000	119,371	119,506	145,756	133,721	176,601
362100	Rents and Royalties	331,628	354,203	375,889	400,003	380,099	401,260
369900	Other Miscellaneous Revenues	60,091	61,294	61,792	60,689	61,689	61,689
369941	Sales Tax Commission	287	273	282	279	280	280
TOTAL OPERATING REVENUE		507,339	535,141	557,469	606,727	575,789	639,830
OTHER NON-OPERATING REVENUE:							
331451	FAA Federal Grant	0	30,000	0	0	0	0
361100	Interest Earnings	(6,628)	2,939	869	720	720	725
361105	SBA Interest	0	0	0	0	0	0
364100	Sale of Fixed Assets	46,450	2,945	0	0	0	0
365000	Sale of Surplus Materials/Scrap	650	0	0	0	11,834	0
366000	Contributions & Donations	3,495	0	0	0	0	0
369400	Reimbursements	19,508	17,649	21,447	21,785	23,721	23,721
381001	Transfer from Fund 001 GF	0	4,691	0	0	3,643	0
TOTAL OTHER NON-OPERATING REVENUE		63,475	58,225	22,316	22,505	39,918	24,446
TOTAL AIRPORT REVENUES		570,814	593,366	579,785	629,232	615,707	664,276
USE OF UNRESTRICTED RESERVES		0	0	0	72,917	0	0
TOTAL AIRPORT SOURCES		570,814	593,366	579,785	702,149	615,707	664,276

CITY OF SEBASTIAN, FLORIDA 2022/2023 ANNUAL BUDGET

AIRPORT ADMINISTRATION

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

FISCAL YEAR 2022 ACCOMPLISHMENTS

- ✓ New Commercial 16,000 SF Hangar “D” construction
- ✓ Square Hangar site Engineering and Development completed
- ✓ Taxiway Alpha Repairs
- ✓ Three new Security Cameras installed
- ✓ Secured \$70,000 FDOT grant for Hangar “C” Office Improvements
- ✓ Secured \$720,000 FDOT grant for Square Hangar construction

FISCAL YEAR 2023 GOALS AND OBJECTIVES

- Complete Sewer Infrastructure on west side of Airport for tenants and new PW building
- Design Runway 05-23 Rehabilitation
- Construct two new Square Hangars on west side of Airport
- Runway 10-28 and Taxiway Bravo Markings
- Engineer and Design Alpha Apron Improvements

PERFORMANCE MEASURES

Performance Indicators	Actual 2018/2019	Actual 2019/2020	Actual 2020/2021	Projected 2021/2022	Projected 2022/2023
Acres Available for Development	105	105	103	85	85
Airport Leasehold Revenues	\$443,628	\$473,574	\$495,395	\$513,820	\$577,861

CITY OF SEBASTIAN, FLORIDA 2022/2023 ANNUAL BUDGET

AIRPORT PROGRAM BUDGET DESCRIPTION

STAFFING		NATURE OF ACTIVITY
21/22	22/23	
20.00%	20.00%	Compliance - Conduct operations at the Airport in accordance with FAA and FDOT compliance.
30.00%	20.00%	Capital Improvement Project Execution and Monitoring - Execute and monitor Capital Improvement Projects. Prepare and submit a Five-Year Capital Improvement Program in accordance with Regulations. Prepare and apply for Florida Department of Transportation Airport Improvement Grants for Capital Improvement Projects and equipment.
10.00%	20.00%	Tenant and Public Relations - Monitor and execute Tenant Lease agreements. Provide dispute resolution regarding airport regulations. Maintain contact with Airport users and citizens, respond to questions and complaints and provide information to all parties about rules, regulations and airport information.
40.00%	40.00%	Airport Maintenance - Mow Airport, herbicide runways and taxiways, maintain runway lighting system. Supervise runway maintenance and Scrub Jay mitigation/Habitat Conservation Area. Clear and maintain runway approaches and perform daily Airport inspections.
100.00%	100.00%	

AIRPORT BUDGET SUMMARY

The Fiscal Year 2022-2023 adopted budget for the Municipal Airport Administration, excluding budgeted contingency, is \$ 571,046. This compares to the 2021-2022 projected expenses of \$ 580,022, a decrease of \$ 8,976, or -1.55%.

	Amended						Difference
	FY 18/19 Actual	FY 19/20 Actual	FY 20/21 Actual	FY 21/22 Budget	FY 21/22 Projected	FY 22/23 Budget	
Personal Services	\$ 122,346	\$ 70,760	\$ 62,692	\$ 115,172	\$ 129,585	\$ 186,460	\$ 56,875
Operating Expenses	270,276	256,032	277,935	317,365	336,321	330,306	(6,015)
Capital Outlay	45,751	50,070	9,205	6,765	5,563	9,500	3,937
Debt Service	21,824	21,477	21,116	36,500	36,500	36,500	-
Non-Operating	63,321	-	150,000	72,053	72,053	8,280	(63,773)
Contingency	47,296	195,028	58,838	154,294	35,685	93,230	57,545
Total	\$ 570,814	\$ 593,366	\$ 579,785	\$ 702,149	\$ 615,707	\$ 664,276	\$ 48,569

Fiscal Year 2022-23 Adopted Budget:

Major Current Level Changes from Fiscal Year 2021-22 Projected Expenses:	<u>Difference</u>
1. Personal Services - Increase due to having Airport Manager position all year and minimum pay rate adjustments.	\$ 56,875
2. Operating Expenses - Decrease due primarily to lower anticipated building repairs costs and administrative fees.	\$ (6,015)
3. Capital Outlay - Increase due to larger piece of equipment requested.	\$ 3,937
4. Debt Service - No change.	\$ -
5. Non Operating - Decrease to to fewer projects being funded by the Airport fund.	\$ (63,773)

CITY OF SEBASTIAN, FLORIDA 2022/2023 ANNUAL BUDGET

PERSONAL SERVICES SCHEDULE

AIRPORT ADMINISTRATION

<u>POSITION</u>	<u>PAY RANGE</u>	<u>FULL TIME EQUIVALENTS</u>				<u>Projected</u>	<u>Budget</u>
		<u>Amended</u>				<u>Expense</u>	<u>Budget</u>
		<u>20/21</u>	<u>21/22</u>	<u>21/22</u>	<u>22/23</u>	<u>21/22</u>	<u>22/23</u>
Airport Manager	63,073 / 109,336	0.00	0.00	1.00	1.00	36,250	65,000
Facilities/Airport Maintenance Worker II	36,877 / 49,291	1.00	1.00	1.00	1.00	31,500	37,000
Airport Maintenance Worker I (P/T)	\$ 15.00/hr - \$ 22.34/hr	0.50	0.50	0.50	0.50	16,875	18,750
		1.50	1.50	2.50	2.50		
TOTAL SALARIES						\$ 84,625	\$ 120,750
						Overtime	1,000
						FICA Taxes	9,375
						Clothing Allowance	240
						Deferred Compensation	9,330
						Group Health Insurance Premium	31,558
						Health Reimbursement Account	8,000
						Employee Assistance Program	32
						Worker's Comp Insurance	5,625
						Additional Compensation	550
						Total Personal Services	\$ 186,460
						\$ 129,585	\$ 186,460

CAPITAL OUTLAY SCHEDULE

AIRPORT - TO BE FUNDED BY DISCRETIONARY SALES TAX

<u>Description</u>	<u>EXPENDITURES PER FISCAL YEAR</u>					
	<u>2022/23</u>	<u>2023/24</u>	<u>2024/25</u>	<u>2025/26</u>	<u>2026/27</u>	<u>TOTAL</u>
Square Hangar C & D Construction	\$ 500,000	\$ -	\$ -	\$ -	\$ -	\$ 500,000
Rehab Runway 05-23	79,273	79,273	-	-	-	158,546
Taxiway Alpha Apron Reconstruction	-	-	250,000	-	-	250,000
Taxiway Golf Design	-	-	10,945	-	-	10,945
Taxiway Golf Construction	-	-	-	197,520	197,520	395,040
Shade Hangar Design/Build	-	-	-	220,000	-	220,000
Runway 13-31 Design	-	-	-	-	50,000	50,000
Runway 13-31 Construction	-	-	-	-	300,000	300,000
	\$ 579,273	\$ 79,273	\$ 260,945	\$ 417,520	\$ 547,520	\$ 1,884,531

AIRPORT - TO BE FUNDED BY AIRPORT FUND

<u>Description</u>	<u>EXPENDITURES PER FISCAL YEAR</u>					
	<u>2022/23</u>	<u>2023/24</u>	<u>2024/25</u>	<u>2025/26</u>	<u>2026/27</u>	<u>TOTAL</u>
Runway Debris Blower	\$ 9,500	\$ -	\$ -	\$ -	\$ -	\$ 9,500
Runway 10-28/Taxiway Bravo Markings	8,280	-	-	-	-	8,280
Aircraft Wash Rack	-	-	-	25,000	-	25,000
Airport Equipment Shelter	-	-	-	10,000	-	10,000
	\$ 17,780	\$ -	\$ -	\$ 35,000	\$ -	\$ 52,780

CITY OF SEBASTIAN, FLORIDA 2022/2023 ANNUAL BUDGET

AIRPORT ADMINISTRATION

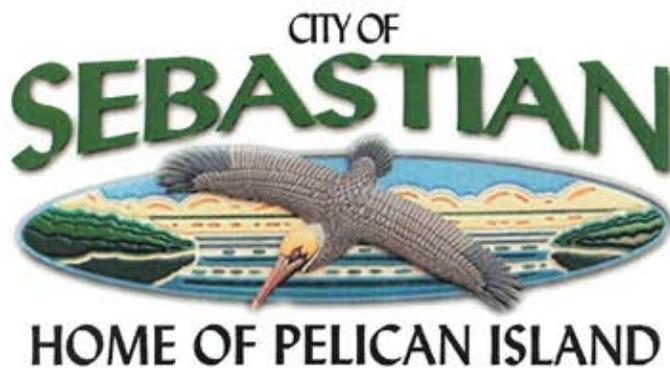
Code: 450110

Account <u>Number</u>	<u>Description</u>	FY 18/19 <u>Actual</u>	FY 19/20 <u>Actual</u>	FY 20/21 <u>Actual</u>	Amended FY 21/22 <u>Budget</u>	FY 21/22 <u>Projected</u>	FY 22/23 <u>Budget</u>
PERSONAL SERVICES							
511200	Regular Salaries	76,582	51,294	44,613	77,646	84,625	120,750
511400	Overtime	152	388	0	1,000	1,000	1,000
512100	FICA Taxes	7,830	3,925	3,452	6,626	6,550	9,375
512215	Clothing Allowance	240	240	260	240	240	240
512225	Deferred Compensation	9,379	2,979	2,900	5,211	5,100	9,330
512301	Group Health Insurance Premium	17,766	7,173	6,425	17,928	21,775	31,558
512307	Health Reimbursement Account	6,673	2,317	2,377	4,000	8,000	8,000
512309	Employee Assistance Program	32	18	16	24	21	32
512400	Worker's Comp Insurance	3,694	2,425	2,648	2,497	2,273	5,625
512700	Additional Compensation	0	0	0	0	0	550
TOTAL PERSONAL SERVICES		122,346	70,760	62,692	115,172	129,585	186,460
OPERATING EXPENSES							
533200	Audit Fees	1,002	1,002	1,136	1,137	725	1,137
533201	Admin Services provided by GF	72,425	93,485	116,866	104,041	104,041	98,374
533400	Other Contractual Services	20,090	21,071	20,911	24,500	24,500	25,235
533420	Pest/Weed Control	525	1,704	1,704	2,204	2,204	2,600
534000	Travel and Per Diem	891	398	1,258	2,300	5,000	2,500
534101	Telephone	3,733	2,415	2,513	2,600	5,700	5,400
534105	Cellular Phone	580	609	557	624	740	1,020
534110	Internet Access	644	880	1,499	1,590	1,605	1,630
534120	Postage	123	225	114	150	150	100
534130	Express Mail	150	26	0	200	100	0
534310	Electric	25,023	22,596	20,582	22,380	23,725	24,600
534320	Water/Sewer	3,351	4,450	3,184	3,180	3,580	3,600
534420	Equipment Leases	301	101	0	1,000	1,000	1,000
534500	Insurance	43,915	47,363	50,703	53,250	66,920	75,635
534610	R & M - Buildings	17,977	8,845	2,800	23,000	23,000	15,000
534620	R & M - Vehicles	2,696	654	507	6,000	4,000	4,000
534625	R & M - Lighting	2,798	8,279	4,454	6,000	6,000	6,000
534630	R & M - Office Equipment	21	0	0	1,000	500	1,000
534635	R & M - Security Systems	0	2,526	4,270	7,500	7,500	5,000
534640	R & M - Operating Equipment	29,403	23,499	27,224	25,000	25,000	25,000
534681	R & M - Fencing	734	0	584	3,000	3,000	3,000
534685	R & M - Grounds Maintenance	311	1,641	317	2,000	2,000	1,500
534687	R & M - Runways and Taxiways	254	1,825	1,740	3,000	3,000	3,000
534700	Printing and Binding	158	0	0	500	100	200
534800	Promotional Activities	0	14	0	800	800	500
534825	Advertising Expenditures	3,687	0	454	900	900	900
534920	Legal Ads	409	0	445	1,000	500	500

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CITY OF SEBASTIAN, FLORIDA 2022/2023 ANNUAL BUDGET

Account <u>Number</u>	<u>Description</u>	FY 18/19 <u>Actual</u>	FY 19/20 <u>Actual</u>	FY 20/21 <u>Actual</u>	Amended FY 21/22 <u>Budget</u>	FY 21/22 <u>Projected</u>	FY 22/23 <u>Budget</u>
535200	Departmental Supplies	2,287	1,817	1,743	2,000	2,000	2,500
535205	Bank Charges	354	0	0	0	0	0
535210	Computer Supplies	105	471	42	500	500	500
535230	Small Tools and Equipment	2,059	375	1,502	4,235	4,200	3,500
535260	Gas and Oil	7,642	4,376	4,143	5,000	6,500	8,000
535270	Uniforms & Shoes	508	642	599	624	624	925
535275	Safety Equipment	0	135	108	300	300	300
535410	Dues and Memberships	330	449	449	450	450	450
535420	Books and Publications	0	0	0	200	0	200
535450	Training and Education	445	140	1,272	900	900	900
535710	Non-Ad Valorem Tax	25,346	4,020	4,256	4,300	4,557	4,600
TOTAL OPERATING EXPENSES:		270,276	256,032	277,935	317,365	336,321	330,306
CAPITAL OUTLAY:							
606200	Buildings	21,700	0	0	0	0	0
606300	IOTB	0	10,516	0	0	0	0
606400	Vehicles and Equipment	24,051	39,554	9,205	6,765	5,563	9,500
TOTAL CAPITAL OUTLAY:		45,751	50,070	9,205	6,765	5,563	9,500
DEBT SERVICE							
707246	Interest - DST Fund Advance	21,824	21,477	21,116	36,500	36,500	36,500
TOTAL DEBT SERVICE:		21,824	21,477	21,116	36,500	36,500	36,500
NON-OPERATING EXPENSES							
909545	Intrafund Trfr to AP Capital	63,321	0	150,000	72,053	72,053	8,280
TOTAL NON-OPERATING EXPENSES		63,321	0	150,000	72,053	72,053	8,280
TOTAL AIRPORT ADMINISTRATION		523,518	398,338	520,947	547,855	580,022	571,046
OTHER FINANCING USES							
909990	Unappropriated	47,296	195,028	58,838	154,294	35,685	93,230
TOTAL EXPENDITURES AND OTHER USES		570,814	593,366	579,785	702,149	615,707	664,276



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CITY OF SEBASTIAN, FLORIDA 2022/2023 ANNUAL BUDGET

BUILDING DEPARTMENT

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

<u>Description</u>	FY 18/19	FY 19/20	FY 20/21	Amended FY 21/22	FY 21/22	FY 22/23
	<u>Actual</u>	<u>Actual</u>	<u>Actual</u>	<u>Budget</u>	<u>Projected</u>	<u>Budget</u>
Total Revenues and Transfers	\$ 887,800	\$ 953,492	\$ 1,388,506	\$ 1,072,676	\$ 1,272,039	\$ 1,311,998
Total Expenses	694,694	746,911	814,164	1,242,916	1,047,996	1,272,121
Change in Unrestricted Reserves	\$ 193,106	\$ 206,581	\$ 574,342	\$ (170,240)	\$ 224,043	\$ 39,877

BUILDING DEPARTMENT REVENUE

Code: 480010

The Fiscal Year 2022-2023 adopted budget for the Building Department fund revenue is \$ 1,311,998. This compares to the 2021-2022 projected Building Department fund revenue of \$ 1,272,039, an increase of \$ 39,959, or 3.14%.

<u>Description</u>	FY 18/19	FY 19/20	FY 20/21	Amended FY 21/22	FY 21/22	FY 22/23	<u>Difference</u>
	<u>Actual</u>	<u>Actual</u>	<u>Actual</u>	<u>Budget</u>	<u>Projected</u>	<u>Budget</u>	
Operating revenue	\$ 862,650	\$ 935,726	\$ 1,367,477	\$ 996,500	\$ 1,229,100	\$ 1,268,500	\$ 39,400
Non-operating revenues	25,150	17,766	21,029	76,176	42,939	43,498	559
Use of Unrestricted Reserves	-	-	-	170,240	-	-	-
Total revenues and other sources	\$ 887,800	\$ 953,492	\$ 1,388,506	\$ 1,242,916	\$ 1,272,039	\$ 1,311,998	\$ 39,959

Fiscal Year 2022-2023 Adopted Budget:

Major Current Level Changes from Fiscal Year 2021-2022 Projected Revenue:

	<u>Difference</u>
1. Operating revenue - Increase due to anticipated increase in general building permits.	\$ 39,400
2. Non-operating revenues - Increase due to anticipated increase in interest income.	\$ 559

CITY OF SEBASTIAN, FLORIDA 2022/2023 ANNUAL BUDGET

BUILDING DEPARTMENT REVENUE

Code: 480010

Account Number	Description	FY 18/19 Actual	FY 19/20 Actual	FY 20/21 Actual	Amended FY 21/22 Budget	FY 21/22 Projected	FY 22/23 Budget
OPERATING REVENUE							
321050	Contractor License	12,392	11,288	12,088	12,000	13,500	13,500
321150	Contractor License - Penalties	4,670	1,812	2,645	2,300	2,500	2,500
322050	Building Permits	429,880	459,038	699,490	510,000	600,000	650,000
322052	Fire Special Events	180	1,600	960	1,400	1,350	1,400
322055	Roofing Permits	74,018	101,785	166,420	110,500	180,000	175,000
322065	Alumimum Structure	17,500	20,050	25,325	21,000	26,000	25,000
322070	Shed Permits	7,650	9,750	9,000	8,000	8,000	8,000
322075	Reinspection Fees	33,390	28,405	36,400	29,000	48,000	45,000
322100	Land Clearing Permits	15,025	125	0	0	0	0
322200	Electrical Permits	36,955	56,117	66,868	55,000	56,000	55,000
322225	Plumbing Permits	41,244	45,917	60,025	45,000	66,000	62,000
322230	Pool Permits	15,600	19,425	26,730	23,000	30,000	30,000
322240	Solar Permits	4,575	5,100	12,075	4,700	12,000	11,500
322250	Mechanical Permits	64,729	64,367	76,193	59,000	61,000	60,000
322300	Fencing Permits	19,800	23,925	20,250	0	0	0
322500	Sign Permits	1,395	2,210	2,880	2,500	2,000	2,100
322600	Expired Permit Fee	15,825	7,575	22,650	15,000	19,000	20,000
329400	Plan Checking Fees	43,651	48,784	83,727	66,500	63,000	65,000
329410	Fire Plan Review Fee	3,145	4,061	5,136	4,800	2,500	3,500
341920	Cert. Copying/Record Research	710	4,232	5,754	3,800	7,500	7,000
347556	County Facility Admin Fee	12,483	13,863	27,661	17,000	26,000	26,500
359000	Other Fines and Forfeitures	7,284	6,298	5,200	5,500	4,500	5,000
359100	Fire Violations	550	0	0	500	250	500
TOTAL OPERATING REVENUE		862,650	935,726	1,367,477	996,500	1,229,100	1,268,500
OTHER NON-OPERATING REVENUE:							
361100	Interest Income	10,605	4,791	2,343	10,000	3,000	3,000
361105	SBA Interest Earnings	4,524	2,649	366	7,991	654	1,089
369400	Reimbursements	0	0	7,330	0	0	0
369900	Other Miscellaneous Revenue	1,417	2,112	3,171	22,100	3,200	3,200
381410	Interfund Transfer from 410 GC	8,604	8,213	7,819	36,085	36,085	36,209
TOTAL OTHER NON-OPERATING REVENUE		25,150	17,766	21,029	76,176	42,939	43,498
TOTAL BUILDING DEPARTMENT REVENUES		887,800	953,492	1,388,506	1,072,676	1,272,039	1,311,998
USE OF UNRESTRICTED RESERVES		0	0	0	170,240	0	0
TOTAL BUILDING DEPARTMENT SOURCES		887,800	953,492	1,388,506	1,242,916	1,272,039	1,311,998

CITY OF SEBASTIAN, FLORIDA 2022/2023 ANNUAL BUDGET

BUILDING DEPARTMENT

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

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

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

FISCAL YEAR 2022 ACCOMPLISHMENTS

- ✓ Maintained timeliness and delivery of permitting services with a turnaround time of 15 days or less for most permits.
- ✓ Provided continuing education for employees to meet minimum state licensing requirements. Customer service training is ongoing
- ✓ Monitored Compliance Engine for the maintenance of Fire and Life Safety Systems. Followed up on any deficiencies reported. Continued to conduct fire inspections on occupied buildings as needed.
- ✓ Continued to conduct business through permitting software or through e-mail for most plan submittals, plan reviews, payment methods and issuance of permits. Continued to use the drop box outside the office door to collect dropped off submittals and payments.
- ✓ Developed a master plan system for builders who have repetitive single family residence models that will greatly expedite the permit process.
- ✓ Solicited bids for a design/build project to remodel the front counter and office space to provide an accessible seating and a safe working environment for the employees.
- ✓ Continued to enforce state and city ordinances regarding unlicensed contractor activity and willful code violations.

FISCAL YEAR 2023 GOALS AND OBJECTIVES

- Continue to maintain timeliness and delivery of permitting services with a turnaround time of 15 days or less for most projects.
- Provide building and fire code related continuing education to satisfy minimum state licensing requirements and provide ongoing customer service training.
- Continue to use Compliance Engine program to monitor Fire and Life Safety Systems and continue to conduct annual fire inspections of occupied buildings.
- Implement a virtual inspection process that can be utilized by contractors to conduct live inspections with a license inspector using a virtual experience software.
- Complete the front counter renovation project that will provide accessible seating and safe work environment for employees.
- Continue to enforce state laws and city ordinances related to construction industry, unlicensed contractor activity and code violations.
- Continue to scan completed permits, property files and business tax receipts for safe record keeping.

CITY OF SEBASTIAN, FLORIDA 2022/2023 ANNUAL BUDGET

PERFORMANCE MEASURES

Performance Indicators	Actual 2018/2019	Actual 2019/2020	Actual 2020/2021	Projected 2021/2022	Projected 2022/2023
Residential permits issued	324	586	782	650	750
Commercial permits issued	41	27	16	33	20
Other permits issued	3,530	2,907	3,164	3,100	3,200
Total number of inspections	10,657	10,197	14,332	11,500	16,500
Total number of reinspections	2,279	1,950	2,992	2,100	3,500
Number of Professional licenses processed	363	140	280	210	250
Expired permits processed	211	101	302	175	325
Business Tax Receipts processed and issued	1140	1893	1631	1200	1300

BUILDING DEPARTMENT PROGRAM BUDGET DESCRIPTION

<i>STAFFING</i>		<i>NATURE OF ACTIVITY</i>
<i>21/22</i>	<i>22/23</i>	
8.00%	8.00%	Administration - The Director supervises the enforcement of all Florida Building Codes, including Sebastian City and Land Development Codes related to construction. Courtesy inspections are performed as needed. Reviews commercial plan review and projects that include Mechanical, Electrical or Plumbing details. Approval of all department expenditures and prepares the annual budget.
22.00%	21.00%	Permitting - Accepts permit applications, calculates fees, issuance of permits, scheduling of inspections, closing out permits when completed, prepares certificates of occupancy for signature, and answers questions concerning building permits.
20.00%	21.00%	Plan Review - Performs plan review of all permit applications and building plans for code approval, including structural, electrical, plumbing and mechanical. Also includes the review of all zoning on residential building applications. Answers code questions for builders and general public related to plan review.
38.00%	40.00%	Building and Alteration Inspection - On-site inspections for commercial and residential, including structural, electrical, plumbing, and mechanical. Post inspections into computer database daily. Answer code questions for builders and general public related to inspections.
3.00%	3.00%	Contractor Licensing - Accepts contractor license application for registration and calculates fees. Review applicants for applicable insurance and workman's comp. coverages. Review letters of reciprocity. Process annual re-newal notices and issues new registrations. Check permit applications for properly licensed and insured contractors.
3.00%	3.00%	Business Tax Receipts - Accepts applications for Business Tax Receipt from business owners. Reviews applications for acceptance. Verify professional licenses and fictitious/corporation names. Process annual re-newal notices and issues new Business Tax Receipts.
4.00%	3.00%	Safety - Annual inspections on businesses as required by NFPA and following up on expired permits and unsafe structures.
2.00%	1.00%	Records Retention - Scanning plans to laserfiche for permanent record keeping
100.00%	100.00%	

CITY OF SEBASTIAN, FLORIDA 2022/2023 ANNUAL BUDGET

BUILDING DEPARTMENT BUDGET SUMMARY

The Fiscal Year 2022-2023 adopted budget for the Building Department, excluding budgeted contingency, is \$ 1,272,121. This compares to the projected FY 2021-2022 expenses of \$ 1,047,996, an increase of \$ 224,125, or 21.39%.

	FY 18/19	FY 19/20	FY 20/21	Amended		FY 22/23	Difference
	Actual	Actual	Actual	FY 21/22 Budget	FY 21/22 Projected	Budget	
Personal Services	\$ 593,833	\$ 607,069	\$ 631,113	\$ 788,733	\$ 718,945	\$ 933,975	\$ 215,030
Operating Expenses	100,861	135,889	160,093	338,183	213,051	338,146	\$ 125,095
Capital Outlay	-	3,952	22,957	116,000	116,000	-	\$ (116,000)
Transfers	-	-	-	-	-	-	\$ -
Contingency	193,106	206,581	574,342	-	224,043	39,877	\$ (184,166)
Total	\$ 887,800	\$ 953,492	\$ 1,388,506	\$ 1,242,916	\$ 1,272,039	\$ 1,311,998	\$ 39,959

Fiscal Year 2022-23 Adopted Budget:

Major Current Level Changes from Fiscal Year 2021-22 Projected Expenses

	Difference
1. Personal Services - Increase due to two new positions, minimum pay rate adjustments, and having positions full all year.	\$ 215,030
2. Operating Expenses - Increase due to additional inspections services provided by an outside vendor and new virtual inspection program.	\$ 125,095
3. Capital Outlay - Decrease due to building improvement project completed in prior year.	\$ (116,000)
4. Transfers - No change.	\$ -

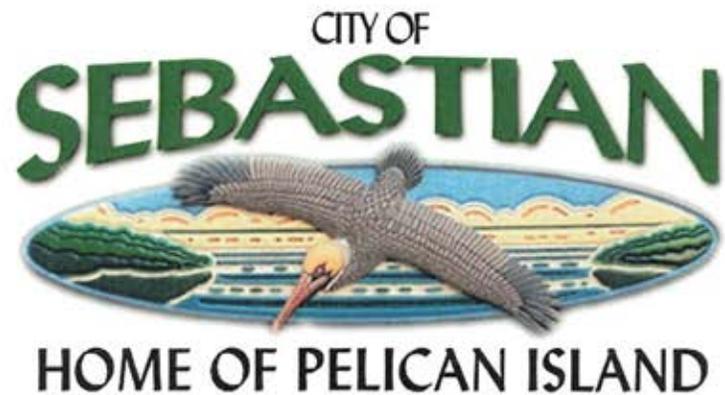
PERSONAL SERVICES SCHEDULE

BUILDING DEPARTMENT	POSITION	PAY RANGE	FULL TIME EQUIVALENTS				Projected	Budget
			20/21	21/22	Amended		Expense 21/22	22/23
					21/22	22/23		
	Building Official	84,405 / 131,163	1.00	1.00	1.00	1.00	\$ 134,700	\$ 131,250
	Deputy Building Official	63,073 / 109,336	1.00	1.00	1.00	1.00	91,950	91,750
	Chief Building Inspector	51,890 / 84,651	1.00	1.00	1.00	1.00	78,775	76,500
	Plans Examiner	49,419 / 66,292	0.00	0.00	0.00	1.00	-	51,000
	Building Inspector II	49,419 / 66,292	0.00	1.00	2.00	2.00	-	112,750
	Building Inspector I	40,657 / 64,314	1.00	1.00	0.00	0.00	55,300	-
	Administrative Assistant	33,449 / 55,478	1.00	1.00	1.00	1.00	38,950	38,750
	Local Business Tax Specialist	31,200 / 52,293	1.00	1.00	1.00	1.00	64,150	60,500
	Permitting Technician	31,200 / 52,293	1.00	1.00	1.00	2.00	31,250	62,500
	Fire Inspector P/T	\$ 19.55/hr - \$ 30.92/hr	0.50	0.50	0.50	0.50	2,000	4,900
	Electrical Inspector P/T	\$ 19.55/hr - \$ 30.92/hr	0.50	0.50	0.50	0.50	2,550	4,750
	Clerical Assistant I P/T	\$ 13.89/hr - \$ 21.69/hr	0.50	0.50	0.50	0.50	16,800	18,750
			8.50	9.50	9.50	11.50		
			TOTAL SALARIES				\$ 516,425	\$ 653,400
							1,800	2,000
							38,500	50,399
							760	960
							44,700	56,899
							75,000	120,840
							22,000	34,000
							111	158
							10,049	12,869
							-	2,450
							\$ 709,345	\$ 933,975

CITY OF SEBASTIAN, FLORIDA 2022/2023 ANNUAL BUDGET

BUILDING DEPARTMENT
Code: 480110

Account Number	Description	FY 18/19 Actual	FY 19/20 Actual	FY 20/21 Actual	Amended FY 21/22 Budget	FY 21/22 Projected	FY 22/23 Budget
PERSONAL SERVICES							
511200	Regular Salaries	444,182	460,072	473,476	574,974	526,025	653,400
511400	Overtime	5,124	1,909	3,175	2,500	1,800	2,000
512100	FICA Taxes	32,129	33,550	35,746	44,257	38,500	50,399
512215	Clothing Allowance	360	480	670	840	760	960
512225	Deferred Compensation	37,572	39,190	41,121	49,093	44,700	56,899
512301	Group Health Insurance Premium	52,899	53,975	56,865	81,486	75,000	120,840
512307	Health Reimbursement Account	12,085	10,846	10,460	24,000	22,000	34,000
512309	Employee Assistance Program	95	95	104	127	111	158
512400	Worker's Comp Insurance	9,386	6,951	9,496	11,256	10,049	12,869
512700	Additional Compensation	0	0	0	200	0	2,450
TOTAL PERSONAL SERVICES		593,833	607,069	631,113	788,733	718,945	933,975
OPERATING EXPENSES							
533200	Audit Fees	1,554	1,554	1,974	2,171	1,380	2,171
533201	Administrative Services Provided by GF	45,150	49,665	54,632	60,095	60,095	66,105
533400	Other Contractual Services	14,634	27,324	36,074	209,240	90,000	197,890
534000	Travel and Per Diem	885	155	569	1,400	1,200	3,000
534101	Telephone	408	419	429	444	300	0
534105	Cellular Telephone	2,289	2,188	2,087	2,280	1,940	2,400
534110	Internet Services	1,703	1,837	1,562	1,164	1,150	1,500
534120	Postage	1,328	1,343	945	1,100	850	1,000
534310	Electric	3,083	2,726	3,075	3,060	3,460	3,960
534320	Water / Sewer	283	292	323	360	312	360
534420	Equipment Leases	1,391	2,235	2,608	2,612	2,610	2,610
534500	Insurance	6,081	8,545	10,861	11,406	5,990	6,590
534620	R & M-Vehicles	3,167	1,701	3,460	3,000	5,000	6,000
534630	R & M - Office Equipment	9,418	24,206	25,171	24,416	23,325	24,060
534800	Promotional Activities	0	0	0	1,800	1,800	1,800
534910	Clerk of Court Filing Fees	46	29	29	60	100	100
534920	Legal Ads	0	0	142	0	0	0
535200	Departmental Supplies	1,252	1,065	983	2,300	1,400	3,600
535210	Computer Supplies	826	3,672	2,548	1,600	1,200	1,800
535230	Small Tools and Equipment	194	46	570	450	300	450
535260	Gas and Oil	4,912	4,071	4,811	4,500	7,000	8,400
535270	Uniforms and Shoes	405	545	496	900	844	1,000
535275	Safety Equipment	0	0	0	50	75	100
535410	Dues and Memberships	790	815	887	1,175	920	950
535420	Books and Publications	0	151	2,856	800	300	500
535450	Training and Education	1,062	1,306	3,003	1,800	1,500	1,800
TOTAL OPERATING EXPENSES		100,861	135,889	160,093	338,183	213,051	338,146
CAPITAL OUTLAY							
606200	Buildings	0	0	0	116,000	116,000	0
606400	Vehicles and Equipment	0	3,952	22,957	0	0	0
TOTAL CAPITAL OUTLAY		0	3,952	22,957	116,000	116,000	0
NON-OPERATING EXPENSES							
909131	Transfer to Fund 310	0	0	0	0	0	0
TOTAL NON-OPERATING EXPENSES		0	0	0	0	0	0
TOTAL BUILDING DEPARTMENT		694,694	746,911	814,164	1,242,916	1,047,996	1,272,121
OTHER FINANCING USES							
909990	Unappropriated	193,106	206,581	574,342	0	224,043	39,877
TOTAL EXPENDITURES AND OTHER USES		887,800	953,492	1,388,506	1,242,916	1,272,039	1,311,998



CITY OF SEBASTIAN, FLORIDA
ANNUAL BUDGET
FISCAL YEAR 2023-2028

***CAPITAL IMPROVEMENT
PROGRAM***

CITY OF SEBASTIAN, FLORIDA

FISCAL YEAR 2023-2028

SUMMARY OF CAPITAL PURCHASES AND IMPROVEMENTS

<u>List of Projects</u>	<u>FY 2022-23</u>	<u>FY 2023-24</u>	<u>FY 2024-25</u>	<u>FY 2025-26</u>	<u>FY 2026-27</u>	<u>FY 2027-28</u>	<u>Totals</u>
General Government							
Vx Rail Lease Payments	43,195	43,195	45,355	45,355	45,355	45,355	267,809
City Wide Computers	35,000	45,000	35,000	45,000	35,000	45,000	240,000
COSTv Equipment	15,000	15,000	15,000	15,000	15,000	15,000	90,000
Network Infrastructure	30,000	30,000	30,000	30,000	30,000	30,000	180,000
Core and Remote Switches	-	25,000	25,000	-	-	-	50,000
Backup System Update	40,000	-	-	-	-	60,775	100,775
Security Cameras at Parks	28,700	10,000	10,000	10,000	10,000	10,000	78,700
Police Department							
Police Vehicles	512,200	333,060	349,713	367,199	385,559	404,837	2,352,567
Vehicle/Body Cameras	88,183	88,183	88,183	92,592	92,592	92,592	542,325
CAD/RMS System Update	60,775	60,775	60,775	60,775	60,775	60,775	364,650
Road Patrol Armored Vehicle	310,000	-	-	-	-	-	310,000
Road Patrol Equipment	70,050	21,000	31,000	8,500	8,500	8,500	147,550
Police C.O.P.E. Trailer Wrap	5,000	-	-	-	-	-	5,000
Transport Trailer	2,500	-	-	-	-	-	2,500
Investigations Equipment	13,000	-	-	-	-	-	13,000
Community Development							
Kiosk Signs	15,000	-	-	-	-	-	15,000
CDBG Grant Program	130,889	-	-	-	-	-	130,889
Riverfront Event Space	-	-	700,000	-	-	-	700,000
Natural Vegetation/LID Demo	15,000	-	-	-	-	-	15,000
Roads Department							
Concrete Mixer Truck	376,000	-	-	-	-	-	376,000
Bucket Truck	190,000	-	-	-	-	-	190,000
Brush Truck	115,000	-	-	-	-	-	115,000
Dump Truck	142,000	-	-	-	-	-	142,000
Street Repaving	600,000	600,000	600,000	600,000	600,000	600,000	3,600,000
Street Reconstruction	250,000	250,000	250,000	250,000	250,000	250,000	1,500,000
Sidewalk Replacement	75,000	75,000	75,000	75,000	75,000	75,000	450,000
Traffic Sensors	3,880	-	-	-	-	-	3,880
Pedestrian Crosswalk Posts	4,048	-	-	-	-	-	4,048
Crosswalk Flashing Beacons	10,996	-	-	-	-	-	10,996
Paveway System on Highway 1	-	358,200	-	-	-	-	358,200
Railroad Crossing Sidewalks	90,000	-	-	-	-	-	90,000
Sidewalk Fronting Davita Dialysis	200,000	-	-	-	-	-	200,000
Fleet Division							
Diagnostic Scanners	20,000	-	2,000	-	10,000	-	32,000
Public Facilities Department							
City Hall Second Floor Carpet	45,000	-	-	-	-	-	45,000
Facilities Maintenance Vehicles	34,000	-	-	-	-	69,000	103,000
Generator Transfer Switch PD	200,000	-	-	-	-	-	200,000
Air Conditioner Replacement	25,000	25,000	25,000	-	-	-	75,000
Cemetery							
Cemetery Mower	-	-	14,000	-	-	-	14,000
Columbarium Niches	-	-	85,000	-	-	-	85,000
Cemetery Grounds Maintenance	-	150,000	-	-	-	-	150,000
Chain Link Fence	21,000	-	-	-	-	-	21,000
Leisure Services Department							
Yacht Club Improvements	20,000	-	-	-	-	-	20,000
Maintenance Equipment	76,000	14,000	-	-	28,000	20,000	138,000
Parks Division Vehicles	34,000	35,000	-	-	-	-	69,000
Special Event Carts	2,400	-	-	-	-	-	2,400
Football Goal Posts	8,500	-	-	-	-	-	8,500
Senior Center Carpet	10,500	-	-	-	-	-	10,500
Community Center Lighting	5,000	-	-	-	-	-	5,000
Swing/Bench Park	35,000	-	-	-	-	-	35,000
Playground Improvements	-	200,000	50,000	100,000	100,000	75,000	525,000
Park Improvements	20,000	20,000	20,000	20,000	20,000	20,000	120,000
Stormwater Department							
Stormwater Equipment	36,000	-	-	-	-	-	36,000
Stormwater Bulldozer	150,000	-	-	-	-	-	150,000
Slip Lining/Pipe Replacement	150,000	165,000	182,000	200,000	220,000	242,000	1,159,000
Swale/Driveway Culverts	150,000	165,000	182,000	200,000	200,000	242,000	1,139,000
Stormwater Pond Fountains	5,300	-	-	-	-	-	5,300
Canal Restoration	11,500,000	11,500,000	-	-	-	-	23,000,000
Stonecrop Drainage Improvement	1,460,586	-	-	-	-	-	1,460,586
Tulip Drive Crossing	-	250,000	-	-	-	-	250,000
Bayfront Road Crossing	-	-	250,000	-	-	-	250,000
Ocean Cove Drainage	-	-	-	350,000	-	-	350,000
Golf Course Fund							
Golf Carts	-	135,684	63,996	66,684	68,611	65,025	400,000
Golf Shop Carpet	3,000	-	-	-	-	-	3,000
Range Netting	77,000	-	-	-	-	-	77,000
Golf Maintenance Equipment	3,500	11,000	-	-	-	-	14,500
Airport Fund							
Runway Debris Blower	9,500	-	-	-	-	-	9,500
Aircraft Wash Rack	-	-	-	125,000	-	-	125,000
Airport Equipment Shelter	-	-	-	50,000	-	-	50,000
Square Hangars	1,000,000	-	-	-	-	-	1,000,000
Design/Build Shade Hangar	-	-	-	1,100,000	-	-	1,100,000
Runway 13-31 Design	-	-	-	-	250,000	-	250,000
Runway 13-31 Construction	-	-	-	-	1,500,000	1,500,000	3,000,000
Runway 10-28/Taxiway Bravo	41,400	-	-	-	-	-	41,400
Runway 05-23 Rehabilitation	1,585,455	1,585,455	-	-	-	-	3,170,910
Design Taxiway Golf	-	-	218,891	-	-	-	218,891
Construct Taxiway Golf	-	-	-	987,520	987,520	-	1,975,040
Reconstruct Alpha Apron	-	-	1,409,000	-	-	-	1,409,000
Totals	\$ 20,199,557	\$ 16,210,552	\$ 4,816,913	\$ 4,798,624	\$ 4,991,911	\$ 3,930,858	\$ 54,948,416

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

	<u>FY 2022-23</u>	<u>FY 2023-24</u>	<u>FY 2024-25</u>	<u>FY 2025-26</u>	<u>FY 2026-27</u>	<u>FY 2027-28</u>	<u>Total</u>
<u>Grouped by Department</u>							
General Government	\$ 191,895	\$ 168,195	\$ 160,355	\$ 145,355	\$ 135,355	\$ 206,130	\$ 1,007,284
Police Department	1,061,708	503,018	529,671	529,066	547,426	566,704	3,737,592
Roads Department	2,076,924	1,283,200	927,000	925,000	935,000	925,000	7,072,124
Public Facilities Department	325,000	175,000	124,000	-	-	69,000	693,000
Leisure Services	211,400	269,000	70,000	120,000	148,000	115,000	933,400
Community Development	160,889	-	700,000	-	-	-	860,889
Stormwater	13,451,886	12,080,000	614,000	750,000	420,000	484,000	27,799,886
Golf Course	83,500	146,684	63,996	66,684	68,611	65,025	494,500
Airport	2,636,355	1,585,455	1,627,891	2,262,520	2,737,520	1,500,000	12,349,741
Total by Departments	\$ 20,199,557	\$ 16,210,552	\$ 4,816,913	\$ 4,798,624	\$ 4,991,911	\$ 3,930,858	\$ 54,948,416
<u>Grouped by Function</u>							
General Government	\$ 352,784	\$ 168,195	\$ 860,355	\$ 145,355	\$ 135,355	\$ 206,130	\$ 1,868,173
Public Safety	1,061,708	503,018	529,671	529,066	547,426	566,704	3,737,592
Transportation	5,038,279	3,043,655	2,678,891	3,187,520	3,672,520	2,494,000	20,114,865
Parks & Recreation	294,900	415,684	133,996	186,684	216,611	180,025	1,427,900
Physical Environment	13,451,886	12,080,000	614,000	750,000	420,000	484,000	27,799,886
Total by Functions	\$ 20,199,557	\$ 16,210,552	\$ 4,816,913	\$ 4,798,624	\$ 4,991,911	\$ 3,930,858	\$ 54,948,416
<u>Grouped by Funding Source</u>							
General Fund	\$ 379,874	\$ 70,000	\$ 33,000	\$ 8,500	\$ 46,500	\$ 97,500	\$ 635,374
DST	4,395,472	2,192,686	1,558,971	1,833,440	1,641,800	1,548,333	13,170,703
LOGT	925,000	925,000	925,000	925,000	925,000	925,000	5,550,000
Recreation Impact Fees	55,000	220,000	70,000	120,000	120,000	95,000	680,000
Riverfront CRA	15,000	-	700,000	-	-	-	715,000
Stormwater Fund	41,300	-	-	-	-	-	41,300
Golf Course	83,500	146,684	63,996	66,684	68,611	65,025	494,500
Airport	17,780	-	-	35,000	-	-	52,780
Cemetery Trust	21,000	150,000	99,000	-	-	-	270,000
Grants/Loans	14,265,631	12,506,182	1,366,946	1,810,000	2,190,000	1,200,000	33,338,759
Total Funding Sources	\$ 20,199,557	\$ 16,210,552	\$ 4,816,913	\$ 4,798,624	\$ 4,991,911	\$ 3,930,858	\$ 54,948,416

**CITY OF SEBASTIAN, FLORIDA
FISCAL YEAR 2023-28 CAPITAL IMPROVEMENT PROGRAM
BY FUNDING SOURCE**

	General	Local		Community	Recreation							
	Fund	Option		Redevelopmen	Impact	Stormwater	Cemetery	Grants/	Golf	Airport		Total
		Gas Tax	DST	Agency	Fees	Fund	Trust	Private Funds	Fund	Fund		
FISCAL YEAR 2022/2023												
General Government												
Vx Rail Lease Payments			43,195									43,195
City Wide Computers			35,000									35,000
COSTv Equipment			15,000									15,000
Network Infrastructure			30,000									30,000
Backup System Update			40,000									40,000
Security Cameras at Parks			28,700									28,700
Police Department												
Police Vehicles			512,200									512,200
Vehicle/Body Cameras			88,183									88,183
CAD/RMS System Update			60,775									60,775
Road Patrol Armored Vehicle			310,000									310,000
Road Patrol Equipment	70,050											70,050
Police C.O.P.E. Trailer Wrap	5,000											5,000
Transport Trailer	2,500											2,500
Investigations Equipment	13,000											13,000
Community Development												
Kiosk Signs				15,000								15,000
CDBG Grant Program								130,889				130,889
Natural Vegetation/LID Demo	15,000											15,000
Roads Department												
Concrete Mixer Truck			376,000									376,000
Bucket Truck			190,000									190,000
Brush Truck			115,000									115,000
Dump Truck			142,000									142,000
Street Repaving		600,000										600,000
Street Reconstruction		250,000										250,000
Sidewalk Replacement		75,000										75,000
Traffic Sensors	3,880											3,880
Pedestrian Crosswalk Posts	4,048											4,048
Crosswalk Flashing Beacons	10,996											10,996
Railroad Crossing Sidewalks			90,000									90,000
Sidewalk Fronting Davita Dialysis			200,000									200,000
Fleet												
Diagnostic Scanners	20,000											20,000
Public Facilities Department												
City Hall Second Floor Carpet	45,000											45,000
Facilities Maintenance Vehicles	34,000											34,000
Generator Transfer Switch PD			200,000									200,000
Air Conditioner Replacement			25,000									25,000
Cemetery												
Chain Link Fence							21,000					21,000
Leisure Services Department												
Yacht Club Improvements	20,000											20,000
Maintenance Equipment	76,000											76,000
Parks Division Vehicles	34,000											34,000
Special Event Carts	2,400											2,400
Football Goal Posts	8,500											8,500
Senior Center Carpet	10,500											10,500
Community Center Lighting	5,000											5,000
Swing/Bench Park					35,000							35,000
Park Improvements					20,000							20,000
Stormwater												
Stormwater Equipment						36,000						36,000
Stormwater Bulldozer			150,000									150,000
Slip Lining/Pipe Replacement			150,000									150,000
Swale/Driveway Culverts			150,000									150,000
Stormwater Pond Fountains						5,300						5,300
Canal Restoration			500,000					11,000,000				11,500,000
Stoncrop Drainage Improvement			365,146					1,095,440				1,460,586
Golf Course												
Golf Shop Carpet									3,000			3,000
Range Netting									77,000			77,000
Golf Maintenance Equipment									3,500			3,500
Airport												
Runway Debris Blower										9,500		9,500
Square Hangars			500,000					500,000				1,000,000
Runway 10-28/Taxiway Bravo								33,120		8,280		41,400
Runway 05-23 Rehabilitation			79,273					1,506,182				1,585,455
Total FY 2022/2023	\$ 379,874	\$ 925,000	\$ 4,395,472	\$ 15,000	\$ 55,000	\$ 41,300	\$ 21,000	\$ 14,265,631	\$ 83,500	\$ 17,780	\$ 20,199,557	

CITY OF SEBASTIAN, FLORIDA
FISCAL YEAR 2023-28 CAPITAL IMPROVEMENT PROGRAM
BY FUNDING SOURCE

	General	Local		Community	Recreation							
	Fund	Option	DST	Redevelopmen	Impact	Stormwater	Cemetery	Grants/	Golf	Airport		Total
		Gas Tax		Agency	Fees	Fund	Trust	Bank Note	Course	Fund		
<u>FISCAL YEAR 2023/2024</u>												
General Government												
Vx Rail Lease Payments			43,195									43,195
City Wide Computers			45,000									45,000
COSTv Equipment			15,000									15,000
Network Infrastructure			30,000									30,000
Core and Remote Switches			25,000									25,000
Security Cameras at Parks			10,000									10,000
Police Department												
Police Vehicles			333,060									333,060
Vehicle/Body Cameras			88,183									88,183
CAD/RMS System Update			60,775									60,775
Road Patrol Equipment	21,000											21,000
Roads Department												
Street Repaving		600,000										600,000
Street Reconstruction		250,000										250,000
Sidewalk Replacement		75,000										75,000
Paveway System on Highway 1			358,200									358,200
Public Facilities Department												
Air Conditioner Replacement			25,000									25,000
Cemetery												
Cemetery Grounds Maintenance							150,000					150,000
Leisure Services Department												
Maintenance Equipment	14,000											14,000
Parks Division Vehicles	35,000											35,000
Special Event Carts	-											-
Playground Improvements					200,000							200,000
Park Improvements					20,000							20,000
Stormwater												
Slip Lining/Pipe Replacement			165,000									165,000
Swale/Driveway Culverts			165,000									165,000
Canal Restoration			500,000					11,000,000				11,500,000
Tulip Drive Crossing			250,000									250,000
Golf Course												
Golf Carts									135,684			135,684
Golf Maintenance Equipment									11,000			11,000
Airport												
Runway 05-23 Rehabilitation			79,273					1,506,182				1,585,455
Total FY 2023/2024	\$ 70,000	\$ 925,000	\$ 2,192,686	\$ -	\$ 220,000	\$ -	\$ 150,000	\$ 12,506,182	\$ 146,684	\$ -	\$ 16,210,552	

**CITY OF SEBASTIAN, FLORIDA
FISCAL YEAR 2023-28 CAPITAL IMPROVEMENT PROGRAM
BY FUNDING SOURCE**

	General	Local		Community	Recreation							
	Fund	Option	DST	Redevelopmen	Impact	Stormwater	Cemetery	Grants/	Golf	Airport		Total
		Gas Tax		Agency	Fees	Fund	Trust	Bank Note	Fund	Fund		
FISCAL YEAR 2024/2025												
General Government												
Vx Rail Lease Payments			45,355									45,355
City Wide Computers			35,000									35,000
COSTv Equipment			15,000									15,000
Network Infrastructure			30,000									30,000
Core and Remote Switches			25,000									25,000
Security Cameras at Parks			10,000									10,000
Police Department												
Police Vehicles			349,713									349,713
Vehicle/Body Cameras			88,183									88,183
CAD/RMS System Update			60,775									60,775
Road Patrol Equipment	31,000											31,000
Community Development												
Riverfront Event Space				700,000								700,000
Roads Department												
Street Repaving		600,000										600,000
Street Reconstruction		250,000										250,000
Sidewalk Replacement		75,000										75,000
Fleet												
Diagnostic Scanners	2,000											2,000
Public Facilities Department												
Air Conditioner Replacement			25,000									25,000
Cemetery												
Cemetery Mower							14,000					14,000
Columbarium Niches							85,000					85,000
Leisure Services Department												
Playground Improvements					50,000							50,000
Park Improvements					20,000							20,000
Stormwater												
Slip Lining/Pipe Replacement			182,000									182,000
Swale/Driveway Culverts			182,000									182,000
Bayfront Road Crossing			250,000									250,000
Golf Course												
Golf Carts									\$ 63,996			63,996
Airport												
Design Taxiway Golf			10,945					207,946				218,891
Reconstruct Alpha Apron			250,000					1,159,000				1,409,000
Total FY 2024/2025	\$ 33,000	\$ 925,000	\$ 1,558,971	\$ 700,000	\$ 70,000	\$ -	\$ 99,000	\$ 1,366,946	\$ 63,996	\$ -	\$ -	\$ 4,816,913

CITY OF SEBASTIAN, FLORIDA
FISCAL YEAR 2023-28 CAPITAL IMPROVEMENT PROGRAM
BY FUNDING SOURCE

	General	Local		Community	Recreation				Golf	Airport	
	Fund	Option	DST	Redevelopmen	Impact	Stormwater	Cemetery	Grants/	Fund	Fund	Total
<u>FISCAL YEAR 2025/2026</u>	<u>Fund</u>	<u>Gas Tax</u>		<u>Agency</u>	<u>Fees</u>	<u>Fund</u>	<u>Trust</u>	<u>Bank Note</u>			
General Government											
Vx Rail Lease Payments			45,355								45,355
City Wide Computers			45,000								45,000
COSTv Equipment			15,000								15,000
Network Infrastructure			30,000								30,000
Security Cameras at Parks			10,000								10,000
Police Department											
Police Vehicles			367,199								367,199
Vehicle/Body Cameras			92,592								92,592
CAD/RMS System Update			60,775								60,775
Road Patrol Equipment	8,500										8,500
Roads Department											
Street Repaving		600,000									600,000
Street Reconstruction		250,000									250,000
Sidewalk Replacement		75,000									75,000
Leisure Services Department											
Playground Improvements					100,000						100,000
Park Improvements					20,000						20,000
Stormwater											
Slip Lining/Pipe Replacement			200,000								200,000
Swale/Driveway Culverts			200,000								200,000
Ocean Cove Drainage			350,000								350,000
Golf Course											
Golf Carts									66,684		66,684
Airport											
Aircraft Wash Rack								100,000		25,000	125,000
Airport Equipment Shelter								40,000		10,000	50,000
Design/Build Shade Hangar			220,000					880,000			1,100,000
Construct Taxiway Golf			197,520					790,000			987,520
Total FY 2025/2026	\$ 8,500	\$ 925,000	\$ 1,833,440	\$ -	\$ 120,000	\$ -	\$ -	\$ 1,810,000	\$ 66,684	\$ 35,000	\$ 4,798,624

CITY OF SEBASTIAN, FLORIDA
FISCAL YEAR 2023-28 CAPITAL IMPROVEMENT PROGRAM
BY FUNDING SOURCE

	General	Local	Community	Recreation	Stormwater	Cemetery	Grants/	Golf	Airport	Total	
	Fund	Option	Redevelopmen	Impact	Fund	Trust	Bank Note	Fund	Fund		
<u>FISCAL YEAR 2026/2027</u>		Gas Tax	DST	Agency	Fees						
General Government											
Vx Rail Lease Payments			45,355							45,355	
City Wide Computers			35,000							35,000	
COSTv Equipment			15,000							15,000	
Network Infrastructure			30,000							30,000	
Security Cameras at Parks			10,000							10,000	
Police Department											
Police Vehicles			385,559							385,559	
Vehicle/Body Cameras			92,592							92,592	
CAD/RMS System Update			60,775							60,775	
Road Patrol Equipment	8,500									8,500	
Roads Department											
Street Repaving		600,000								600,000	
Street Reconstruction		250,000								250,000	
Sidewalk Replacement		75,000								75,000	
Fleet											
Diagnostic Scanners	10,000									10,000	
Leisure Services Department											
Maintenance Equipment	28,000									28,000	
Playground Improvements					100,000					100,000	
Park Improvements					20,000					20,000	
Stormwater											
Slip Lining/Pipe Replacement			220,000							220,000	
Swale/Driveway Culverts			200,000							200,000	
Golf											
Golf Carts								68,611		68,611	
Airport											
Runway 13-31 Design			50,000				200,000			250,000	
Runway 13-31 Construction			300,000				1,200,000			1,500,000	
Construct Taxiway Golf			197,520				790,000			987,520	
Total FY 2026/2027	\$ 46,500	\$ 925,000	\$ 1,641,800	\$ -	\$ 120,000	\$ -	\$ -	\$ 2,190,000	\$ 68,611	\$ -	\$ 4,991,911

**CITY OF SEBASTIAN, FLORIDA
FISCAL YEAR 2023-28 CAPITAL IMPROVEMENT PROGRAM
BY FUNDING SOURCE**

	General	Local		Community	Recreation							
	Fund	Option	DST	Redevelopmen	Impact	Stormwater	Cemetery	Grants/	Golf	Airport		Total
		Gas Tax		Agency	Fees	Fund	Trust	Bank Note	Fund	Fund		
<u>FISCAL YEAR 2027/2028</u>												
General Government												
Vx Rail Lease Payments			45,355									45,355
City Wide Computers			45,000									45,000
COSTv Equipment			15,000									15,000
Network Infrastructure			30,000									30,000
Backup System Update			60,775									60,775
Security Cameras at Parks			10,000									10,000
Police Department												
Police Vehicles			404,837									404,837
Vehicle/Body Cameras			92,592									92,592
CAD/RMS System Update			60,775									60,775
Road Patrol Equipment	8,500											8,500
Roads Department												
Street Repaving		600,000										600,000
Street Reconstruction		250,000										250,000
Sidewalk Replacement		75,000										75,000
Public Facilities												
Facilities Maintenance Vehicles	69,000											69,000
Leisure Services Department												
Maintenance Equipment	20,000											20,000
Playground Improvements					75,000							75,000
Park Improvements					20,000							20,000
Stormwater												
Slip Lining/Pipe Replacement			242,000									242,000
Swale/Driveway Culverts			242,000									242,000
Golf Course												
Golf Carts									65,025			65,025
Airport												
Runway 13-31 Construction			300,000					1,200,000				1,500,000
Total FY 2027/2028	\$ 97,500	\$ 925,000	\$ 1,548,333	\$ -	\$ 95,000	\$ -	\$ -	\$ 1,200,000	\$ 65,025	\$ -	\$ -	\$ 3,930,858
Grand Total	\$ 635,374	\$ 5,550,000	\$ 13,170,703	\$ 715,000	\$ 680,000	\$ 41,300	\$ 270,000	\$ 33,338,759	\$ 494,500	\$ 52,780	\$ -	\$ 54,948,416

**CITY OF SEBASTIAN, FLORIDA
FISCAL YEAR 2023-2028
CAPITAL IMPROVEMENT PROJECT REQUEST AND JUSTIFICATION FORM**

GENERAL GOVERNMENT - MIS DIVISION

Project Name:	Vx Rail Lease Payments	Project Description:
Funding Source:	Discretionary Sales Tax	Capital Lease Payments on VxRail Infrastructure.
Justification:	This product is used to effectively manage all the Police Department programs and applications that are hosted in the cloud. It was initially acquired in FY 19-20 via a five year capital lease arrangement.	

Project Costs:							Project
	<u>FY 22-23</u>	<u>FY 23-24</u>	<u>FY 24-25</u>	<u>FY 25-26</u>	<u>FY 26-27</u>	<u>FY 27-28</u>	<u>Total</u>
	\$ 43,195	\$ 43,195	\$ 45,355	\$ 45,355	\$ 45,355	\$ 45,355	\$ 267,809
Operating Impact:							
	\$ -	\$ (7,343)	\$ (8,639)	\$ (4,255)	\$ 5,615	\$ 19,243	\$ 4,622
Project Pricing:	Lease was provided through Dell, which was the only provider of this technology.						

Project Name:	City Wide Computers	Project Description:
Funding Source:	Discretionary Sales Tax	Upgrades of 7-10 Workstations a Year for All Departments. Most of the Police Department Units will be included with Vehicle Purchases.
Justification:	Computers in All Departments need to be updated on a five year schedule to keep up with technology.	

Project Costs:							Project
	<u>FY 22-23</u>	<u>FY 23-24</u>	<u>FY 24-25</u>	<u>FY 25-26</u>	<u>FY 26-27</u>	<u>FY 27-28</u>	<u>Total</u>
	\$ 35,000	\$ 45,000	\$ 35,000	\$ 45,000	\$ 35,000	\$ 45,000	\$ 240,000
Operating Impact:							
	\$ -	\$ (5,950)	\$ (8,700)	\$ (3,450)	\$ 4,300	\$ 17,750	\$ 3,950
Project Pricing:	Laptops are approximately \$3,000 each, including 5 year warranties, docking stations and monitors. Desktops are approximately \$1,500 each.						

Project Name:	COStv Equipment	Project Description:
Funding Source:	Discretionary Sales Tax	Update Equipment needed to continue broadcasting.
Justification:	Continual updates are required in order to continue providing the public with broadcasting of meetings and other public service events.	

Project Costs:							Project
	<u>FY 22-23</u>	<u>FY 23-24</u>	<u>FY 24-25</u>	<u>FY 25-26</u>	<u>FY 26-27</u>	<u>FY 27-28</u>	<u>Total</u>
	\$ 15,000	\$ 15,000	\$ 15,000	\$ 15,000	\$ 15,000	\$ 15,000	\$ 90,000
Operating Impact:							
	\$0	\$ (2,550)	\$ (3,000)	\$ (1,350)	\$ 2,100	\$ 6,750	\$ 1,950
Project Pricing:	Estimate based on the historical spending pattern.						

Project Name:	Network Infrastructure	Project Description:
Funding Source:	Discretionary Sales Tax	Network Infrastructure Upgrades.
Justification:	General upgrading of network infrastructure in order to continue to provide services. This includes switches, servers and other needed infrastructure.	

Project Costs:							Project
	<u>FY 22-23</u>	<u>FY 23-24</u>	<u>FY 24-25</u>	<u>FY 25-26</u>	<u>FY 26-27</u>	<u>FY 27-28</u>	<u>Total</u>
	\$ 30,000	\$ 30,000	\$ 30,000	\$ 30,000	\$ 30,000	\$ 30,000	\$ 180,000
Operating Impact:							
	\$ -	\$ (5,100)	\$ (6,000)	\$ (2,700)	\$ 4,200	\$ 13,500	\$ 3,900
Project Pricing:	Based on anticipated needs.						

**CITY OF SEBASTIAN, FLORIDA
FISCAL YEAR 2023-2028
CAPITAL IMPROVEMENT PROJECT REQUEST AND JUSTIFICATION FORM**

GENERAL GOVERNMENT - MIS DIVISION (CONTINUED)

Project Name:	Core and Remote Switches	Project Description:
Funding Source:	Discretionary Sales Tax	Upgrade of Core and Remote Switches.

Justification: Replacement of the Core Switches in both City Hall and the Police Department are needed every five years in order to maintain security and provide the services required.

Project Costs:							Project
	<u>FY 22-23</u>	<u>FY 23-24</u>	<u>FY 24-25</u>	<u>FY 25-26</u>	<u>FY 26-27</u>	<u>FY 27-28</u>	<u>Total</u>
	\$ -	\$ 25,000	\$ 25,000	\$ -	\$ -	\$ -	\$ 50,000

Operating Impact:							
	\$ -	\$ -	\$ (4,250)	\$ (5,000)	\$ 2,000	\$ 8,500	\$ 1,250

Project Pricing: Based on prior replacement costs and dependent on specifications yet to be developed.

Project Name:	Backup System Update	Project Description:
Funding Source:	Discretionary Sales Tax	Replacement of the City's Backup Solution Hardware

Justification: The contract with Baracuda is expiring.

Project Costs:							Project
	<u>FY 22-23</u>	<u>FY 23-24</u>	<u>FY 24-25</u>	<u>FY 25-26</u>	<u>FY 26-27</u>	<u>FY 27-28</u>	<u>Total</u>
	\$ 40,000	\$ -	\$ -	\$ -	\$ -	\$ 60,775	\$ 100,775

Operating Impact:							
	\$ -	\$ (6,800)	\$ (1,200)	\$ 4,400	\$ 9,200	\$ 12,400	\$ 18,000

Project Pricing: Pricing is based on purchasing retrospect software and two synology NAS devices.

Project Name:	Security Cameras at Parks	Project Description:
Funding Source:	Discretionary Sales Tax	Addition of Security Cameras at All City Parks.

Justification: Security cameras are needed to address vandalism and criminal activity in the City's public parks. 7 units are expected in FY 22-23. These will have a remote internet connection. MIS will work with the Leisure Services Department and the Police Department to bring at least two parks online each year.

Project Costs:							Project
	<u>FY 22-23</u>	<u>FY 23-24</u>	<u>FY 24-25</u>	<u>FY 25-26</u>	<u>FY 26-27</u>	<u>FY 27-28</u>	<u>Total</u>
	\$ 28,700	\$ 10,000	\$ 10,000	\$ 10,000	\$ 10,000	\$ 10,000	\$ 78,700

Operating Impact:							
	\$ -	\$ (4,879)	\$ (2,561)	\$ 1,157	\$ 5,701	\$ 10,297	\$ 9,715

Project Pricing: Verkada Cameras are about \$3,000 a piece (5 yr support) and a remote internet connection is \$1,100 with a charge of around 30.00 a month. Other costs will also be needed, such as poles and electric service.

**CITY OF SEBASTIAN, FLORIDA
FISCAL YEAR 2023-2028
CAPITAL IMPROVEMENT PROJECT REQUEST AND JUSTIFICATION FORM**

POLICE DEPARTMENT

Project Name:	Police Vehicles	Project Description:
Funding Source:	Discretionary Sales Tax	22/23- 2 Administrative Vehicles, 5 Patrol Units and 1 Code Enforcement Vehicle, all with equipment (512K). 23/24- 5 Vehicles w/equipment (333K). 24/25- 5 Vehicles w/ equipment (350K). 25/26- 5 Vehicles w/equipment (367K). 26/27- 5 Vehicles w/equipment (386K). 27/28- 5 Vehicles w/equipment (405K).

Justification: This allocation is to replace older vehicles with higher mileage and maintenance expense. Includes associated vehicle equipment including body cameras, computers and communications equipment.

Project Costs:							Project Total
	<u>FY 22-23</u>	<u>FY 23-24</u>	<u>FY 24-25</u>	<u>FY 25-26</u>	<u>FY 26-27</u>	<u>FY 27-28</u>	
	\$ 512,200	\$ 333,060	\$ 349,713	\$ 367,199	\$ 385,559	\$ 404,837	\$ 2,352,567
Operating Impact:							
	\$ -	\$ (102,440)	\$ (117,832)	\$ (103,249)	\$ (57,191)	\$ (8,818)	\$ (389,529)

Project Pricing: No written quote is available for future years due to impending price increase. Project costs projected from prior year purchases plus 5%. However, I was informed the price increase for 2023 could be as high as 22%.

Project Name:	Vehicle/Body Cameras	Project Description:
Funding Source:	Discretionary Sales Tax	Remaining years on Lease Agreement with LensLock for Vehicle and Body Worn Cameras. Expected to be renewed in FY 26 with an estimated \$5,000 increase to annual fees.

Justification: To promote full transparency and obtain video surveillance footage of every encounter with patrol officers for evidentiary purposes. This is the remainder of a 5 year lease agreement initiated in FY 20-21 and includes unlimited cloud storage and maintenance fees.

Project Costs:							Project Total
	<u>FY 22-23</u>	<u>FY 23-24</u>	<u>FY 24-25</u>	<u>FY 25-26</u>	<u>FY 26-27</u>	<u>FY 26-27</u>	
	\$ 88,183	\$ 88,183	\$ 88,183	\$ 92,592	\$ 92,592	\$ 92,592	\$ 542,325
Operating Impact:							
	\$ -	\$ (17,637)	\$ (26,455)	\$ (26,455)	\$ (18,518)	\$ (6,614)	\$ (95,678)

Project Pricing: Based on pricing of current lease agreement, plus an increase of \$5,000 a year for a new lease agreement in mid-FY25-26.

Project Name:	CAD/RMS System Update	Project Description:
Funding Source:	Discretionary Sales Tax	Soma global CAD/RMS System Implementation

Justification: Updated CAD/RMS system to address security and FDLE Technical Audit shortcomings and assist in providing fluid workflow throughout the Police Department. This five year agreement was approved in January 2022. Future year projections assume it's renewal or an alternate system at that level of expenditure.

Project Costs:							Project Total
	<u>FY 22-23</u>	<u>FY 23-24</u>	<u>FY 24-25</u>	<u>FY 25-26</u>	<u>FY 26-27</u>	<u>FY 27-28</u>	
	\$ 60,775	\$ 60,775	\$ 60,775	\$ 60,775	\$ 60,775	\$ 60,775	\$ 364,650
Operating Impact:							
	\$ -	\$ (10,332)	\$ (12,155)	\$ (5,470)	\$ 8,509	\$ 27,349	\$ 7,901

Project Pricing: Based on approved agreement.

**CITY OF SEBASTIAN, FLORIDA
FISCAL YEAR 2023-2028
CAPITAL IMPROVEMENT PROJECT REQUEST AND JUSTIFICATION FORM**

POLICE DEPARTMENT - (CONTINUED)

Project Name:	Road Patrol Armored Vehicle	Project Description:
Funding Source:	Discretionary Sales Tax	22/23 - 6.7L Turbo Diesel 4x4 Armored Vehicle.

Justification: Provide the Police Department with a vehicle which will allow to safely respond and more effectively address the increased number of high risk incidents occurring in the City. It allows for members to fit and operate equipment from inside which our current armored vehicle (humvee) does not allow. It also provides officers and civilians with ballistic protection, assist with rescue efforts in difficult terrain, and provides civilian protection during large outdoor events.

Project Costs:							Project Total
	<u>FY 22-23</u>	<u>FY 23-24</u>	<u>FY 24-25</u>	<u>FY 25-26</u>	<u>FY 26-27</u>	<u>FY 27-28</u>	
	\$ 310,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 310,000
Operating Impact:							
	\$ -	\$ (71,300)	\$ (52,700)	\$ (34,100)	\$ (15,500)	\$ 3,100	\$ (170,500)

Project Pricing: Written quotes. Price is factored to have a slight increase in cost next fiscal or calendar year.

Project Name:	Road Patrol Equipment	Project Description:
Funding Source:	General Fund	<p>22/23 - Skydio X2E Thermal Drone and Software \$17,300, Skydio 2+ Drone and Software \$3,500, Skydio Cloud Storage \$1,250, 4 License Plate Readers \$14,500, 8 Tasers \$13,510, 2 Handheld LIDAR units \$5,500, 3 Hand-held Radios \$4,890, 2 PVS 14 Night Vision Gear \$6,000, 3 SRT Helmets \$3,600.</p> <p>23/24 - Skydio X2E Thermal Drone Software \$2,000, Skydio 2+ Software \$750, Skydio Cloud Storage \$1,250, 5 Tasers \$8,500, 2 Handhelk LIDAR Units \$5,500 & 1 PVS 14 Night Vision Gear \$3,000.</p> <p>24/25 - Skydio X2E Thermal Drone Software \$2,000, Skydio 2+ Software \$750, Skydio Cloud Storage \$1,250, 5 Tasers \$8,500, 1 Night Vision Gear \$4,500, 4 SRT helmets \$4,000 & 10 Ballistic Shields \$10,000.</p> <p>25/26 - 5 Tasers \$8,500.</p> <p>26/27 - 5 Tasers \$8,500.</p> <p>27/28 - 5 Tasers \$8,500.</p>

Justification: Thermal Drone allows real time surveillance on target locations during low-light/evening hours. With many elderly citizens in our community, it will aid in missing person searches and fleeing suspect searches, or endangered adults or juvenilles, with live updates to increase safety and response decisions for on-scene officers. The Skydio 2+ Drone is smaller and will be used to clear residences prior to the entry of officers to increase officer safety. Current robot is outdated and unable to navigate over items located on the floor and has failed on multiple operations. This Drone can also assist with searches and provide real-time surveillance on target locations from a safe distance. The License Plate Readers will provide up-to-date information on vehicles entering the City, including alerts on missing or wanted persons and registration and license violations. This information will be used to prevent crime locate missing persons, locate traffic violators and apprehend criminal offenders using real-time information. The old Tasers need to be replaced as parts are no longer available from the manufacturer. The old LIDAR Units are 15, 17 and 18 years old and need to be replaced. The SRT Helmets are expiring and need to be replaced in addition to providing helmets for new team members. They will be outfitted with night Vision Optics to allow all team members to operate under low light to dark conditions. Ballistic Shields that are expiring have been scheduled to be replaced.

Project Costs:							Project Total
	<u>FY 22-23</u>	<u>FY 23-24</u>	<u>FY 24-25</u>	<u>FY 25-26</u>	<u>FY 26-27</u>	<u>FY 27-28</u>	
	\$ 70,050	\$ 21,000	\$ 31,000	\$ 8,500	\$ 8,500	\$ 8,500	\$ 147,550
Operating Impact:							
	\$ -	\$ (14,010)	\$ (11,205)	\$ (8,300)	\$ 2,205	\$ 9,357	\$ (21,953)

Project Pricing: Written quotes. Price is factored to have a slight increase in cost next fiscal or calendar year.

**CITY OF SEBASTIAN, FLORIDA
FISCAL YEAR 2023-2028
CAPITAL IMPROVEMENT PROJECT REQUEST AND JUSTIFICATION FORM**

POLICE DEPARTMENT - (CONTINUED)

Project Name:	Police C.O.P.E. Trailer Wrap	Project Description:					
Funding Source:	General Fund	22/23 - Provide the 8.6 ft. x 20 ft C.O.P.E. Concession Trailer with a full color exterior wrap.					
Justification:	The C.O.P.E. Unit attends several community events throughout the year and hosts several events of their own. The vehicle wrap brings positive attention and awareness to the City and Police Department.						
Project Costs:						Project	
	<u>FY 22-23</u>	<u>FY 23-24</u>	<u>FY 24-25</u>	<u>FY 25-26</u>	<u>FY 26-27</u>	<u>FY 27-28</u>	<u>Total</u>
	\$ 5,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 5,000
Operating Impact:							
	\$ -	\$ (850)	\$ (150)	\$ 550	\$ 1,150	\$ 1,550	\$ 2,250
Project Pricing:	CarWraps4u and Signs 2! Provided a current quote of \$4,560 for the wrap.						

Project Name:	Transport Trailer	Project Description:					
Funding Source:	General Fund	Purchase a 5' x 10' Utility Trailer with a spring assist gate.					
Justification:	The trailer will be used to transport the C.O.P.E. Unit golf cart, as well as the side by side vehicle currently being shopped for. These vehicles are not classified as low-speed vehicles and therefore need to be transported to locations using an open trailer. This trailer is small enough for the Police Department's SUV's to tow it.						
Project Costs:						Project	
	<u>FY 22-23</u>	<u>FY 23-24</u>	<u>FY 24-25</u>	<u>FY 25-26</u>	<u>FY 26-27</u>	<u>FY 27-28</u>	<u>Total</u>
	\$ 2,500	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 2,500
Operating Impact:							
	\$ -	\$ (575)	\$ (425)	\$ (275)	\$ (125)	\$ 25	\$ (1,375)
Project Pricing:	Affordable Trailer & Supple, Inc. provided a current quote of \$2,100 but a small adjustment for a price increase has been added.						

Project Name:	Investigations Equipment	Project Description:					
Funding Source:	General Fund	22/23 - Video/Audio Recorder with Pinhole Camera and Cell Module for Remote Access \$9,000, Outdoor Ready Network Camera with Quick-zoom and Laser Focus \$3,000 and Indoor/Outdoor Network Camera with 10x Zoom \$1,000.					
Justification:	This equipment will replace concealment devices that are ten years old or more. It enables personnel conducting undercover operations to be monitored with a live feed and has laser focus and optic zoom capabilities. The advanced features may be updated with the vendor's firmware to ensure optimizations for years after being acquired.						
Project Costs:						Project	
	<u>FY 22-23</u>	<u>FY 23-24</u>	<u>FY 24-25</u>	<u>FY 25-26</u>	<u>FY 26-27</u>	<u>FY 27-28</u>	<u>Total</u>
	\$ 13,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 13,000
Operating Impact:							
	\$ -	\$ (2,600)	\$ (1,300)	\$ -	\$ 1,300	\$ 1,820	\$ (780)
Project Pricing:	Written quotes have been obtained.						

**CITY OF SEBASTIAN, FLORIDA
FISCAL YEAR 2023-2028
CAPITAL IMPROVEMENT PROJECT REQUEST AND JUSTIFICATION FORM**

COMMUNITY DEVELOPMENT DEPARTMENT

Project Name:	Kiosk Signs	Project Description:
Funding Source:	Community Redevelopment Agency	Install three Kiosks.

Justification: Remainder of Sign Master Plan program initiated in FY20. Kiosk signs along IRD budgeted at \$15,000.

Project Costs:							Project Total
<u>FY 22-23</u>	<u>FY 23-24</u>	<u>FY 24-25</u>	<u>FY 25-26</u>	<u>FY 26-27</u>	<u>FY 27-28</u>		<u>Total</u>
\$ 15,000	\$ -	\$ -	\$ -	\$ -	\$ -		\$ 15,000
Operating Impact:							
\$ -	\$ (3,000)	\$ (1,500)	\$ -	\$ 1,500	\$ 2,100		\$ (900)
Project Pricing: Sign Master Plan included price for three (3) kiosks at a cost of \$15,000.							

Project Name:	CDBG Grant Program	Project Description:
Funding Source:	CDBG	Housing Rehab and infrastructure improvements

Justification: CDBG Entitlement grant. Projects in line with five year consolidated plan.

Project Costs:							Project Total
<u>FY 22-23</u>	<u>FY 23-24</u>	<u>FY 24-25</u>	<u>FY 25-26</u>	<u>FY 26-27</u>	<u>FY 27-28</u>		<u>Total</u>
\$ 130,889	\$ -	\$ -	\$ -	\$ -	\$ -		\$ 130,889
Operating Impact:							
\$ -	\$ (26,178)	\$ (23,560)	\$ (20,942)	\$ (18,324)	\$ (15,707)		\$ (104,711)
Project Pricing: Have not received grant award letter for FY 22. Assumed amount.							

Project Name:	Riverfront Event Space	Project Description:
Funding Source:	Community Redevelopment Agency	Implementation of CRA Master Plan which includes plans for Harrison Street Park Plaza and Riverfront Event Space

Justification: The CRA Master Plan supports the Harrison Street Park Plaza and the Riverview Park Master Plan. Phase II of the streetscape planned improvements and riverfront will have immediate positive impacts to the business district and creation of event space.

Project Costs:							Project Total
<u>FY 22-23</u>	<u>FY 23-24</u>	<u>FY 24-25</u>	<u>FY 25-26</u>	<u>FY 26-27</u>	<u>FY 27-28</u>		<u>Total</u>
\$ -	\$ -	\$ 700,000	\$ -	\$ -	\$ -		\$ 700,000
Operating Impact:							
\$ -	\$ -	\$ -	\$ (140,000)	\$ (126,000)	\$ (112,000)		\$ (378,000)
Project Pricing: Cost estimate from the Master Plan.							

Project Name:	Natural Vegetation/LID Demo	Project Description:
Funding Source:	General Fund	Implementation of Comp Plan/SW program projects that include natural landscape and LID demonstration areas in public spaces

Justification: The Comprehensive Plan and Stormwater Ordinance support the use of treatment trains and low impact development concepts to increase the effectiveness of stormwater treatment. Staff proposes to incorporate these processes in three small projects: Garden Park, Bark Park and , the Riverview Park.

Project Costs:							Project Total
<u>FY 22-23</u>	<u>FY 23-24</u>	<u>FY 24-25</u>	<u>FY 25-26</u>	<u>FY 26-27</u>	<u>FY 27-28</u>		<u>Total</u>
\$ 15,000	\$ -	\$ -	\$ -	\$ -	\$ -		\$ 15,000
Operating Impact:							
\$ -	\$ (6,300)	\$ (6,000)	\$ (5,700)	\$ (5,400)	\$ (5,100)		\$ (28,500)
Project Pricing: Standard costs for demonstration projects that include: land clearing/prep, plants/installation, three month maintenance							

**CITY OF SEBASTIAN, FLORIDA
FISCAL YEAR 2023-2028
CAPITAL IMPROVEMENT PROJECT REQUEST AND JUSTIFICATION FORM**

ROADS DEPARTMENT

Project Name:	Concrete Mixer Truck	Project Description:			
Funding Source:	Discretionary Sales Tax		New Truck Designed to Mix Concrete On-site.		
Justification:	This truck will be used to mix concrete at the job site and not wait for delivery by a contractor. It will let crews complete driveway repairs sooner on road paving projects. It will also be used for sidewalk repairs and new construction projects.				

Project Costs:							Project
	<u>FY 22-23</u>	<u>FY 23-24</u>	<u>FY 24-25</u>	<u>FY 25-26</u>	<u>FY 26-27</u>	<u>FY 27-28</u>	<u>Total</u>
	\$ 376,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 376,000
Operating Impact:							
	\$ -	\$ (26,178)	\$ (23,560)	\$ (20,942)	\$ (18,324)	\$ (15,707)	\$ (104,711)
Project Pricing:	This price was quoted for a top of the line 10 cubic yard mixer with the chassis.						

Project Name:	Bucket Truck	Project Description:			
Funding Source:	Discretionary Sales Tax		Replacement for 2000 Ford Bucket Truck.		
Justification:	This Truck is used for maintenance at typically inaccessible heights. The boom is regularly used to cut tree limbs from the road right-of-way. We will sell the existing truck when it is replaced. It is our only vehicle for high elevation maintenance and due to accumulated rust, it will not pass the next inspection.				

Project Costs:							Project
	<u>FY 22-23</u>	<u>FY 23-24</u>	<u>FY 24-25</u>	<u>FY 25-26</u>	<u>FY 26-27</u>	<u>FY 27-28</u>	<u>Total</u>
	\$ 190,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 190,000
Operating Impact:							
	\$ -	\$ (79,800)	\$ (76,000)	\$ (72,200)	\$ (68,400)	\$ (64,600)	\$ (361,000)
Project Pricing:	We received a verbal quote from Altec for the cost of replacing this vehicle. They have included contingencies for inflation and increased material costs for the year 2022.						

Project Name:	Brush Truck	Project Description:			
Funding Source:	Discretionary Sales Tax		Replacement for 2007 Sterling Brush Truck.		
Justification:	The Brush Truck is used for debris removal on a regular basis, as well as during hurricane recovery. It is also regularly used to haul dirt, rock and road base for road maintenance projects. It was previously scheduled to be replaced during FY 22-23. We plan to sell the existing truck when it can be replaced.				

Project Costs:							Project
	<u>FY 22-23</u>	<u>FY 23-24</u>	<u>FY 24-25</u>	<u>FY 25-26</u>	<u>FY 26-27</u>	<u>FY 27-28</u>	<u>Total</u>
	\$ 115,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 115,000
Operating Impact:							
	\$ -	\$ (48,300)	\$ (46,000)	\$ (43,700)	\$ (41,400)	\$ (39,100)	\$ (218,500)
Project Pricing:	We attempted to receive quotes but were unable to get written quotes due to rapid increases in manufacturing and shipment costs. A contingency of 10% has been included to account for this.						

Project Name:	Dump Truck	Project Description:			
Funding Source:	Discretionary Sales Tax		Replacement for 2001 Sterling Dump Truck.		
Justification:	The Dump Truck is used for hauling dirt and material both for daily maintenance and for hurricane debris removal. It has also been frequently used by the Stormwater Department for hauling sediment removed from ditches. It is near the end of its life and needs to be replaced with a newer vehicle to insure we have this hauling capacity in the fleet. We will sell the existing truck when it can be replaced.				

Project Costs:							Project
	<u>FY 22-23</u>	<u>FY 23-24</u>	<u>FY 24-25</u>	<u>FY 25-26</u>	<u>FY 26-27</u>	<u>FY 27-28</u>	<u>Total</u>
	\$ 142,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 142,000
Operating Impact:							
	\$ -	\$ (59,640)	\$ (56,800)	\$ (53,960)	\$ (51,120)	\$ (48,280)	\$ (269,800)
Project Pricing:	We attempted to receive quotes but were unable to get written quotes due to rapid increases in manufacturing and shipment costs. A contingency of 10% has been included to account for this.						

**CITY OF SEBASTIAN, FLORIDA
FISCAL YEAR 2023-2028
CAPITAL IMPROVEMENT PROJECT REQUEST AND JUSTIFICATION FORM
ROADS DEPARTMENT (CONTINUED)**

Project Name:	Street Repaving	Project Description:
Funding Source:	Local Option Gas Tax	Crack Sealing, Double Microsurfacing, Cape Sealing and 2" Overlay for Streets programmed by the Pavement Management Consultant.

Justification: The street pavement maintenance program was prescribed and scheduled by the Pavement Management Consultant for FY 2019 to FY 2024. Due to the large amount of work needed to address the associated Stormwater work needed to be accomplished on those roadways that were repaved, road work was deferred this past year. The Pavement Management Program is being updated, so these allocations are pending the results of that update.

Project Costs:							Project
	<u>FY 22-23</u>	<u>FY 23-24</u>	<u>FY 24-25</u>	<u>FY 25-26</u>	<u>FY 26-27</u>	<u>FY 27-28</u>	<u>Total</u>
	\$ 600,000	\$ 600,000	\$ 600,000	\$ 600,000	\$ 600,000	\$ 600,000	\$ 3,600,000
Operating Impact:							
	\$ -	\$ (78,000)	\$ (132,000)	\$ (162,000)	\$ (168,000)	\$ (150,000)	\$ (690,000)
Project Pricing:	Project costs are projected at the highest amount deemed possible considering annual revenues from Local Option Gas Taxes.						

Project Name:	Street Reconstruction	Project Description:
Funding Source:	Local Option Gas Tax	Reconstruction Roadwork based on recommendations by the Pavement Management Consultant.

Justification: These funds are to address streets in bad condition that are beyond normal repaving work and require full depth reconstruction.. As explained in the above Street Repaving project, this work was deferred this past year to allow associated Storwater work to be accomplished. The Pavement Management Program is being updated, so these allocations are pending the results of that update.

Project Costs:							Project
	<u>FY 22-23</u>	<u>FY 23-24</u>	<u>FY 24-25</u>	<u>FY 25-26</u>	<u>FY 26-27</u>	<u>FY 27-28</u>	<u>Total</u>
	\$ 250,000	\$ 250,000	\$ 250,000	\$ 250,000	\$ 250,000	\$ 250,000	\$ 1,500,000
Operating Impact:							
	\$ -	\$ (50,000)	\$ (75,000)	\$ (75,000)	\$ (50,000)	\$ (15,000)	\$ (265,000)
Project Pricing:	Project costs are projected at the highest amount deemed possible considering annual revenues from Local Option Gas Taxes.						

Project Name:	Sidewalk Replacement	Project Description:
Funding Source:	Local Option Gas Tax	Replace 5,000 linear feet of 5 foot wide sidewalk along high pedestrian/bicycle usage City streets each fiscal year.

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

Project Costs:							Project
	<u>FY 22-23</u>	<u>FY 23-24</u>	<u>FY 24-25</u>	<u>FY 25-26</u>	<u>FY 26-27</u>	<u>FY 27-28</u>	<u>Total</u>
	\$ 75,000	\$ 75,000	\$ 75,000	\$ 75,000	\$ 75,000	\$ 75,000	\$ 450,000
Operating Impact:							
	\$ -	\$ (9,750)	\$ (16,500)	\$ (20,250)	\$ (21,000)	\$ (18,750)	\$ (86,250)
Project Pricing:	Based on the anticipation that at a 5 foot sidewalk width, approximately 5,000 linear feet of PCC sidewalk can be placed per year at a cost of \$100,000.						

**CITY OF SEBASTIAN, FLORIDA
FISCAL YEAR 2023-2028
CAPITAL IMPROVEMENT PROJECT REQUEST AND JUSTIFICATION FORM**

ROADS DEPARTMENT (CONTINUED)

Project Name:	Traffic Sensors	Project Description:					
Funding Source:	General Fund	Traffic Engineering Data Collection Sensors, including two portable traffic analyzers, two protective covers, full version software and interface cable.					
Justification:	The Traffic Engineering Sign Shop is responsible for collecting traffic data reflecting speed, traffic volume and vehicle classifications. This data is then placed into reports and these statistics help plan future road improvements to ensure the safest possible vehicular and pedestrian travel.						
Project Costs:						Project	
	<u>FY 22-23</u>	<u>FY 23-24</u>	<u>FY 24-25</u>	<u>FY 25-26</u>	<u>FY 26-27</u>	<u>FY 27-28</u>	<u>Total</u>
	\$ 3,880	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 3,880
Operating Impact:							
	\$ -	\$ (776)	\$ (388)	\$ -	\$ 388	\$ 543	\$ (233)
Project Pricing:	Quote from Jace Chandler & Associates.						

Project Name:	Pedestrian Crosswalk Posts	Project Description:					
Funding Source:	General Fund	3 Sets of 10' x 4" Round Post for Mid-Block Crosswalks.					
Justification:	Round post and anchor with breakaway connections will be needed. Z bar mounting brackets will be used to mount signs to the post.						
Project Costs:						Project	
	<u>FY 22-23</u>	<u>FY 23-24</u>	<u>FY 24-25</u>	<u>FY 25-26</u>	<u>FY 26-27</u>	<u>FY 27-28</u>	<u>Total</u>
	\$ 4,048	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 4,048
Operating Impact:							
	\$ -	\$ (810)	\$ (405)	\$ -	\$ 405	\$ 567	\$ (243)
Project Pricing:	Quote from National Traffic Signs.						

Project Name:	Crosswalk Flashing Beacons	Project Description:					
Funding Source:	General Fund	Install Rectangular Rapid Flashing Beacons at 4 Crosswalks.					
Justification:	The City Of Sebastian has 4 Mid Block Crosswalks which receive numerous Citizen Complaints Annually for Vehicles not stopping and not seeing Pedestrians in the crosswalk. Adding Rectangular Rapid Flashing Beacons will significantly improve crosswalk visability. Recent studies in St. Petersburg Florida have shown RRFB's improve crosswalk visibilty and increase Driver yield rate as much as 90%.						
Project Costs:						Project	
	<u>FY 22-23</u>	<u>FY 23-24</u>	<u>FY 24-25</u>	<u>FY 25-26</u>	<u>FY 26-27</u>	<u>FY 27-28</u>	<u>Total</u>
	\$ 10,996	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 10,996
Operating Impact:							
	\$ -	\$ (2,199)	\$ (1,100)	\$ -	\$ 1,100	\$ 1,539	\$ (660)
Project Pricing:	LED Lighting \$14,192, Lightguard Systems \$43,407 and Solar Traffic Systems \$10,996.						

Project Name:	Paveway System on Highway 1	Project Description:					
Funding Source:	Discretionary Sales Tax	Decorative Asphalt Between Harrison and Davis Streets.					
Justification:	The U.S. Highway 1 corridor from Harrison and Davis Streets is scheduled to be resurfaced by FDOT. It was the concensus of the City Council at the May 11, 2022 meeting to keep the decorative paving.						
Project Costs:						Project	
	<u>FY 22-23</u>	<u>FY 23-24</u>	<u>FY 24-25</u>	<u>FY 25-26</u>	<u>FY 26-27</u>	<u>FY 27-28</u>	<u>Total</u>
	\$ -	\$ 358,200	\$ -	\$ -	\$ -	\$ -	\$ 358,200
Operating Impact:							
	\$ -	\$ -	\$ (46,566)	\$ (32,238)	\$ (17,910)	\$ (3,582)	\$ (100,296)
Project Pricing:	Based on estimate of costs provider by the State's consultant.						

**CITY OF SEBASTIAN, FLORIDA
FISCAL YEAR 2023-2028
CAPITAL IMPROVEMENT PROJECT REQUEST AND JUSTIFICATION FORM**

ROADS DEPARTMENT (CONTINUED)

Project Name:	Railroad Crossing Sidewalks	Project Description:					
Funding Source:	Discretionary Sales Tax	Complete Sidewalks at Main Street and Schumann Railroad Crossings to Tie Into Brightline Sidewalks.					
Justification:	This would tie into the sidewalks being installed at those railroad crossings.						
Project Costs:						Project	
	<u>FY 22-23</u>	<u>FY 23-24</u>	<u>FY 24-25</u>	<u>FY 25-26</u>	<u>FY 26-27</u>	<u>FY 27-28</u>	<u>Total</u>
	\$ 90,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 90,000
Operating Impact:							
	\$ -	\$ (11,700)	\$ (8,100)	\$ (4,500)	\$ (900)	\$ 2,700	\$ (22,500)
Project Pricing:	Estimate provided by the City Engineer.						

Project Name:	Sidewalk Fronting Davita Dialysis	Project Description:					
Funding Source:	Discretionary Sales Tax	Replace Sidewalk and Retaining Wall on Indian River Drive in Front of Davita Dialysis.					
Justification:	Retaining wall in this area is failing and pulling away from the sidewalk, apparently from erosion of the foundation. The retaining wall and sidewalk will be removed, redesigned and replaced.						
Project Costs:						Project	
	<u>FY 22-23</u>	<u>FY 23-24</u>	<u>FY 24-25</u>	<u>FY 25-26</u>	<u>FY 26-27</u>	<u>FY 27-28</u>	<u>Total</u>
	\$ 200,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 200,000
Operating Impact:							
	\$ -	\$ (11,700)	\$ (8,100)	\$ (4,500)	\$ (900)	\$ 2,700	\$ (22,500)
Project Pricing:	With the current cost of concrete and the formwork required to recreate the retaining wall, the City Engineer has estimated a cost of \$200,000.						

FLEET DIVISION

Project Name:	Diagnostic Scanners	Project Description:					
Funding Source:	General Fund	Purchase of Diagnostic Scanners to Increase In-House Repairs.					
Justification:	Will be purchased in FY 22-23 for all vehicles besides CAT and John Deere models. Added software will be purchased in FY 24-25 and the CAT scanners will be purchased in FY 26-27. Repair issues that need to be read or monitored from vehicles computer are typically sent out to consultants for review. With the Public Works Compound completion, we will have a lift for heavy equipment vehicles but not the capability to read their computers. This will reduce exterior repair work and reduce vehicle repair costs.						
Project Costs:						Project	
	<u>FY 22-23</u>	<u>FY 23-24</u>	<u>FY 24-25</u>	<u>FY 25-26</u>	<u>FY 26-27</u>	<u>FY 27-28</u>	<u>Total</u>
	\$ 20,000	\$ -	\$ 2,000	\$ -	\$ 10,000	\$ -	\$ 32,000
Operating Impact:							
	\$ -	\$ (3,400)	\$ (600)	\$ 1,860	\$ 4,540	\$ 4,720	\$ 7,120
Project Pricing:	Based on Staff's estimate of costs.						

FACILITY MAINTENANCE DIVISION

Project Name:	City Hall Second Floor Carpet	Project Description:					
Funding Source:	General Fund	Replace the carpet in all areas of the second floor of City Hall, except the Clerk's office which was already completed.					
Justification:	The carpeted areas of the City Hall second floor all need replacement due to normal wear and staining.						
Project Costs:						Project	
	<u>FY 22-23</u>	<u>FY 23-24</u>	<u>FY 24-25</u>	<u>FY 25-26</u>	<u>FY 26-27</u>	<u>FY 27-28</u>	<u>Total</u>
	\$ 45,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 45,000
Operating Impact:							
	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Project Pricing:	Pricing based on cost estimate to replace carpet to match the Clerk's office.						

**CITY OF SEBASTIAN, FLORIDA
FISCAL YEAR 2023-2028
CAPITAL IMPROVEMENT PROJECT REQUEST AND JUSTIFICATION FORM**

FACILITY MAINTENANCE DIVISION (CONTINUED)

Project Name:	Facilities Maintenance Vehicles	Project Description:					
Funding Source:	General Fund	FY 22-23 \$34K 1/2 Ton Pickup FY 27-28 \$34K 1/2 Ton Extended Cab Pickup and \$35K Work Van.					
Justification:	The vehicle in FY 22-23 will be for the Public Facilities Superintendent as his vehicle will be assigned to the new Construction employee. The others are recommended replacements by Fleet Maintenance based on the age/mileage and maintenance expenditures on the current vehicles.						
Project Costs:						Project	
	<u>FY 22-23</u>	<u>FY 23-24</u>	<u>FY 24-25</u>	<u>FY 25-26</u>	<u>FY 26-27</u>	<u>FY 27-28</u>	<u>Total</u>
	\$ 34,000	\$ -	\$ -	\$ -	\$ -	\$ 69,000	\$ 103,000
Operating Impact:							
	\$ -	\$ (6,800)	\$ (3,400)	\$ -	\$ 3,400	\$ 4,760	\$ (2,040)
Project Pricing:	This pricing was provided by Fleet Maintenance based on current price estimates provided by vendors.						

Project Name:	Generator Transfer Switch PD	Project Description:					
Funding Source:	Discretionary Sales Tax	Installation of a transfer switch so more of the Police Department is functioning during emergencies when we experience a loss of power.					
Justification:	This is necessary to power the Police Department during an emergency if there is a loss of power.						
Project Costs:						Project	
	<u>FY 22-23</u>	<u>FY 23-24</u>	<u>FY 24-25</u>	<u>FY 25-26</u>	<u>FY 26-27</u>	<u>FY 27-28</u>	<u>Total</u>
	\$ 200,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 200,000
Operating Impact:							
	\$ -	\$ (40,000)	\$ (20,000)	\$ -	\$ 20,000	\$ 28,000	\$ (12,000)
Project Pricing:	Pricing based on cost estimates currently provided for the project.						

Project Name:	Air Conditioner Replacement	Project Description:					
Funding Source:	Discretionary Sales Tax	Replacement of air conditioning units, as needed.					
Justification:	We currently have 14 units that are 15+ years old at facilities within the City. As these units continue to age we are going to continue having maintenance issues and some will need to be replaced.						
Project Costs:						Project	
	<u>FY 22-23</u>	<u>FY 23-24</u>	<u>FY 24-25</u>	<u>FY 25-26</u>	<u>FY 26-27</u>	<u>FY 27-28</u>	<u>Total</u>
	\$ 25,000	\$ 25,000	\$ 25,000	\$ -	\$ -	\$ -	\$ 75,000
Operating Impact:							
	\$ -	\$ (2,500)	\$ (3,250)	\$ (2,250)	\$ 3,000	\$ 7,250	\$ 2,250
Project Pricing:	Pricing based on current replacement costs of a standard sized unit within the City facilities.						

CEMETERY DIVISION

Project Name:	Cemetery Mower	Project Description:					
Funding Source:	Cemetery Trust Fund	Replace Zero Turn Mower					
Justification:	Zero Turn mower C 411 will exceed it's replacement schedule for Hours and years in FY 24/25						
Project Costs:						Project	
	<u>FY 22-23</u>	<u>FY 23-24</u>	<u>FY 24-25</u>	<u>FY 25-26</u>	<u>FY 26-27</u>	<u>FY 27-28</u>	<u>Total</u>
	\$ -	\$ -	\$ 14,000	\$ -	\$ -	\$ -	\$ 14,000
Operating Impact:							
	\$ -	\$ -	\$ -	\$ (2,380)	\$ (420)	\$ 1,540	\$ (1,260)
Project Pricing:	Pricing is based on current cost estimates for zero turn mowers thru multiple vendor quotes.						

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

CEMETERY DIVISION (CONTINUED)

Project Name:	Columbarium Niches	Project Description:					
Funding Source:	Cemetery Trust Fund	Add a New Columbarium Niche					
Justification:	The columbarium niches have become increasingly more popular, especially the double units. Based on the recent 3-year averages and the number of "double" units we have currently available we will need to begin adding additional niches in the coming years.						
Project Costs:						Project	
	<u>FY 22-23</u>	<u>FY 23-24</u>	<u>FY 24-25</u>	<u>FY 25-26</u>	<u>FY 26-27</u>	<u>FY 27-28</u>	<u>Total</u>
	\$ -	\$ -	\$ 85,000	\$ -	\$ -	\$ -	\$ 85,000
Operating Impact:							
	\$ -	\$ -	\$ -	\$ (28,900)	\$ (28,900)	\$ (27,200)	\$ (85,000)
Project Pricing:	Price is based on the current cost for a 120 unit columbarium niche being \$60,000. Additional funds are for the installation of the foundation, installation of the columbarium niche and permitting costs.						

Project Name:	Cemetery Grounds Maintenance	Project Description:					
Funding Source:	Cemetery Trust Fund	Lifting, leveling and lining up all markers and uprights, replacing concrete foundations for uprights as needed for Units 1, 2 and 4.					
Justification:	Most markers have begun to sink into the ground. Staff has worked to lift as many as possible, however there are still many they are unable to handle. This project would involve a professional monument company coming in to take care of all the markers and uprights that are needed to level the areas.						
Project Costs:						Project	
	<u>FY 22-23</u>	<u>FY 23-24</u>	<u>FY 24-25</u>	<u>FY 25-26</u>	<u>FY 26-27</u>	<u>FY 27-28</u>	<u>Total</u>
	\$ -	\$ 150,000	\$ -	\$ -	\$ -	\$ -	\$ 150,000
Operating Impact:							
	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Project Pricing:	This is based off pricing provided by the previous Public Facilities Director, taking into account the number of markers that staff has been able to raise so far.						

Project Name:	Chain Link Fence	Project Description:					
Funding Source:	Cemetery Trust Fund	Replace 4 ft. chain link fence on the northeast property line.					
Justification:	This fencing is the boundary between the cemetery and residential property and needs to be replaced.						
Project Costs:						Project	
	<u>FY 22-23</u>	<u>FY 23-24</u>	<u>FY 24-25</u>	<u>FY 25-26</u>	<u>FY 26-27</u>	<u>FY 27-28</u>	<u>Total</u>
	\$ 21,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 21,000
Operating Impact:							
	\$ -	\$ (2,100)	\$ (630)	\$ 840	\$ 2,310	\$ 3,360	\$ 3,780
Project Pricing:	Pricing based on current cost estimate to complete the job.						

LEISURE SERVICES DEPARTMENT

Project Name:	Yacht Club Improvements	Project Description:					
Funding Source:	General Fund	Improvements to Interior of the Yacht Club.					
Justification:	The Yacht Club is used daily by civic groups/facility rentals. It needs improvements to the lighting, flooring and overall facility presentation based on feedback from our facility users/renters.						
Project Costs:						Project	
	<u>FY 22-23</u>	<u>FY 23-24</u>	<u>FY 24-25</u>	<u>FY 25-26</u>	<u>FY 26-27</u>	<u>FY 27-28</u>	<u>Total</u>
	\$ 20,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 20,000
Operating Impact:							
	\$ -	\$ (4,600)	\$ (3,400)	\$ (2,200)	\$ (1,000)	\$ 200	\$ (11,000)
Project Pricing:	The Yacht Club facility is used on a daily basis by civic groups and facility rentals. It needs some improvements to lighting, flooring and overall presentation based on feedback from our users/renters.						

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

LEISURE SERVICES DEPARTMENT (CONTINUED)

Project Name:	Maintenance Equipment	Project Description:
Funding Source:	General Fund	Provide Necessary Maintenance or Replacement of equipment. FY 22-23 26K 2 Zero Turn Mowers and 50K John Deere Tractor. FY 23-24 14K 1 Zero Turn Mower. FY 26-27 \$28K 2 Zero Turn Mowers. FY 27-28 \$20K Bush Hog 15' Mower.

Justification: Zero Turn mowers P393 & P394 are scheduled to be replaced this year as they exceeded the number of years for daily commercial usage and are starting to require increased maintenance downtime and costs.

Project Costs:							Project
	<u>FY 22-23</u>	<u>FY 23-24</u>	<u>FY 24-25</u>	<u>FY 25-26</u>	<u>FY 26-27</u>	<u>FY 27-28</u>	<u>Total</u>
	\$ 76,000	\$ 14,000	\$ -	\$ -	\$ 28,000	\$ 20,000	\$ 138,000

Operating Impact:							
	\$ -	\$ (12,920)	\$ (4,660)	\$ 7,940	\$ 19,020	\$ 22,020	\$ 31,400

Project Pricing: Pricing for equipment based on current quotes received from various vendors for the equipment.

Project Name:	Parks Division Vehicles	Project Description:
Funding Source:	General Fund	FY 22-23 \$34K 1/2 Ton Pickup. FY 23-24 \$35K 1/2 Ton Pickup.

Justification: These are recommended replacements from the Garage based on age and maintenance expenditures.

Project Costs:							Project
	<u>FY 22-23</u>	<u>FY 23-24</u>	<u>FY 24-25</u>	<u>FY 25-26</u>	<u>FY 26-27</u>	<u>FY 27-28</u>	<u>Total</u>
	\$ 34,000	\$ 35,000	\$ -	\$ -	\$ -	\$ -	\$ 69,000

Operating Impact:							
	\$ -	\$ (6,800)	\$ (10,400)	\$ (3,500)	\$ 3,400	\$ 8,260	\$ (9,040)

Project Pricing: This pricing and replacement schedule was provided by the Fleet Superintendent based on his quotes.

Project Name:	Special Event Carts	Project Description:
Funding Source:	General Fund	Replace Special Event carts used at Riverview Park by vendors to transport items and equipment from the parking area.

Justification: These Special Event carts are used for every special event that takes place at Riverview Park and were last purchased over 5 years ago. The carts were part of the process in eliminating people from driving into the park. Over the last few years we have repaired the carts as much as possible to keep them functioning but they have now exceeded their lifespan.

Project Costs:							Project
	<u>FY 22-23</u>	<u>FY 23-24</u>	<u>FY 24-25</u>	<u>FY 25-26</u>	<u>FY 26-27</u>	<u>FY 27-28</u>	<u>Total</u>
	\$ 2,400	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 2,400

Operating Impact:							
	\$ -	\$ (480)	\$ (240)	\$ -	\$ 240	\$ 336	\$ (144)

Project Pricing: Pricing is based on cost estimates, including shipping, for 8 carts that are similar to what we currently provide as they seem to work the best with the vendors.

Project Name:	Football Goal Posts	Project Description:
Funding Source:	General Fund	Replace two football goal posts on the North multi-purpose field.

Justification: The football goal posts at the Barber Street Sports Complex need to be replaced. Staff has repaired the joints on the uprights the last two seasons, however the areas of repair are to the point that repairs can no longer be made. This is the game field for the youth football program.

Project Costs:							Project
	<u>FY 22-23</u>	<u>FY 23-24</u>	<u>FY 24-25</u>	<u>FY 25-26</u>	<u>FY 26-27</u>	<u>FY 27-28</u>	<u>Total</u>
	\$ 8,500	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 8,500

Operating Impact:							
	\$ -	\$ (1,700)	\$ (1,530)	\$ (1,360)	\$ (1,190)	\$ (1,020)	\$ (6,800)

Project Pricing: Pricing based on quote received for the goal posts, ground sleeve and delivery.

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

LEISURE SERVICES DEPARTMENT (CONTINUED)

Project Name:	Senior Center Carpet	Project Description:
Funding Source:	General Fund	Replace the carpet in the Senior Center.

Justification: Carpeting in the senior center needs replacement. It will be replaced with carpet squares so smaller areas can be easily repaired or replaced. This would be the same as used in the Art Center.

Project Costs:							Project Total
	<u>FY 22-23</u>	<u>FY 23-24</u>	<u>FY 24-25</u>	<u>FY 25-26</u>	<u>FY 26-27</u>	<u>FY 27-28</u>	
	\$ 10,500	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 10,500
Operating Impact:							
	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

Project Pricing: Pricing based on proposal provided by Jerry Smith Flooring & Design Center

Project Name:	Community Center Lighting	Project Description:
Funding Source:	General Fund	Upgrade Community Center lighting to LED.

Justification: Community Center lighting is inadequate and needs to be upgraded to LED. Project would include isolating the lighting and fan controls so that rentals can run the fans without the lights on.

Project Costs:							Project Total
	<u>FY 22-23</u>	<u>FY 23-24</u>	<u>FY 24-25</u>	<u>FY 25-26</u>	<u>FY 26-27</u>	<u>FY 27-28</u>	
	\$ 5,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 5,000
Operating Impact:							
	\$ -	\$ (1,500)	\$ (1,350)	\$ (1,200)	\$ (1,050)	\$ (900)	\$ (6,000)

Project Pricing: Based on estimate to convert lights to LED. Electrical and installation to be completed by City staff.

Project Name:	Swing/Bench Park	Project Description:
Funding Source:	Recreation Impact Fund	Develop a Swing/Bench Park on the property on the East side of Indian River Drive across from the Harbor Lights Motel.

Justification: This would maintain this area as a park to preserve the view along the Riverfront. Swings and benches will be provided to allow residents & visitors and opportunity to take a break to enjoy the area. We will also install two sections of brick pavers that will be available for the public to purchase memorial bricks.

Project Costs:							Project Total
	<u>FY 22-23</u>	<u>FY 23-24</u>	<u>FY 24-25</u>	<u>FY 25-26</u>	<u>FY 26-27</u>	<u>FY 27-28</u>	
	\$ 35,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 35,000
Operating Impact:							
	\$ -	\$ (7,000)	\$ (6,300)	\$ (5,600)	\$ (4,900)	\$ (4,200)	\$ (28,000)

Project Pricing: Pricing based on proposal provided by Jerry Smith Flooring & Design Center

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

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

Project Costs:							Project Total
	<u>FY 22-23</u>	<u>FY 23-24</u>	<u>FY 24-25</u>	<u>FY 25-26</u>	<u>FY 26-27</u>	<u>FY 27-28</u>	
	\$ -	\$ 200,000	\$ 50,000	\$ 100,000	\$ 100,000	\$ 75,000	\$ 525,000
Operating Impact:							
	\$ -	\$ -	\$ (40,000)	\$ (46,000)	\$ (61,000)	\$ (74,000)	\$ (221,000)

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

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

LEISURE SERVICES DEPARTMENT (CONTINUED)

Project Name:	Park Improvements	Project Description:					
Funding Source:	Recreation Impact Fund	Provide funds to Immediately Address Park Improvements.					
Justification:	These allocations enable the addressing of park expenditures brought to light by the public or Parks and Recreation Advisory Committee, so that concerns not budgeted can be addressed without delay.						
Project Costs:						Project Total	
	<u>FY 22-23</u>	<u>FY 23-24</u>	<u>FY 24-25</u>	<u>FY 25-26</u>	<u>FY 26-27</u>	<u>FY 27-28</u>	
\$	20,000	\$ 20,000	\$ 20,000	\$ 20,000	\$ 20,000	\$ 20,000	\$ 120,000
Operating Impact:							
\$	-	\$ (4,000)	\$ (7,600)	\$ (10,800)	\$ (13,600)	\$ (16,000)	\$ (52,000)
Project Pricing:	No cost estimates provided as these are unexpected park improvements.						

STORMWATER FUND

Project Name:	Stormwater Equipment	Project Description:					
Funding Source:	Stormwater Utility Fund	Replace Maintenance Crew Truck SW616.					
Justification:	This is used by the Maintenance crews to access their job sites. It has maintenance issues and many of its systems are at their end of life. Brake lines are rusting out and becoming a safety issue as they can not be replaced, and must be rebuilt entirely. The air conditioning system is past its life and no longer functional. Other problems may bring up future safety concerns, so we would like to proactively replace the vehicle. The replaced vehicle would be sold.						
Project Costs:						Project Total	
	<u>FY 22-23</u>	<u>FY 23-24</u>	<u>FY 24-25</u>	<u>FY 25-26</u>	<u>FY 26-27</u>	<u>FY 27-28</u>	
\$	36,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 36,000
Operating Impact:							
\$	-	\$ (7,200)	\$ (3,600)	\$ -	\$ 3,600	\$ 5,040	\$ (2,160)
Project Pricing:	Many places are not currently willing to give quotes due to quickly changing costs of parts and freight. A previous estimate was used and included a 20% contingency to arrive at an estimated of \$36,000.						

Project Name:	Stormwater Bulldozer	Project Description:					
Funding Source:	Discretionary Sales Tax	Purchase a Bulldozer.					
Justification:	To be used to reconstruct ditches. Alleviates using Airport equipment acquired with grant funds.						
Project Costs:						Project Total	
	<u>FY 22-23</u>	<u>FY 23-24</u>	<u>FY 24-25</u>	<u>FY 25-26</u>	<u>FY 26-27</u>	<u>FY 27-28</u>	
\$	150,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 150,000
Operating Impact:							
\$	-	\$ (34,500)	\$ (25,500)	\$ (16,500)	\$ (7,500)	\$ 1,500	\$ (82,500)
Project Pricing:	Estimated cost based on research.						

Project Name:	Slip Lining/Pipe Replacement	Project Description:					
Funding Source:	Discretionary Sales Tax	Replacing pipe or sliplining when practical.					
Justification:	Used for failing stormwater pipes. Sliplining avoids open cutting of the roadway and adjacent properties and is used when the depth and construction is expected to cause excessive damage.						
Project Costs:						Project Total	
	<u>FY 22-23</u>	<u>FY 23-24</u>	<u>FY 24-25</u>	<u>FY 25-26</u>	<u>FY 26-27</u>	<u>FY 27-28</u>	
\$	150,000	\$ 165,000	\$ 182,000	\$ 200,000	\$ 220,000	\$ 242,000	\$ 1,159,000
Operating Impact:							
\$	-	\$ (36,000)	\$ (75,600)	\$ (117,780)	\$ (164,130)	\$ (213,610)	\$ (607,120)
Project Pricing:	Staff recently completed similar projects and has a good idea of the total cost for these projects. These estimates take into consideration the recently encountered increase in material cost.						

CITY OF SEBASTIAN, FLORIDA
FISCAL YEAR 2023-2028
CAPITAL IMPROVEMENT PROJECT REQUEST AND JUSTIFICATION FORM
STORMWATER FUND (CONTINUED)

Project Name:	Swale/Driveway Culverts	Project Description:					
Funding Source:	Discretionary Sales Tax	Correction of drainage deficiencies, swales, culverts and repairs of driveway and headwalls in conjunction with street reconstruction.					
Justification:	Extends pavement life and reduces long term paving cost. We will be completing year 3 of the pavement management program. If repairs are not done, the sizeable investment in street reconstruction is wasted as saturated road bases and the asphalt surfaces quickly degrade before their useful life.						
Project Costs:						Project	
	<u>FY 22-23</u>	<u>FY 23-24</u>	<u>FY 24-25</u>	<u>FY 25-26</u>	<u>FY 26-27</u>	<u>FY 27-28</u>	<u>Total</u>
	\$ 150,000	\$ 165,000	\$ 182,000	\$ 200,000	\$ 200,000	\$ 242,000	\$ 1,139,000
Operating Impact:							
	\$ -	\$ (36,000)	\$ (75,600)	\$ (117,780)	\$ (164,130)	\$ (208,810)	\$ (602,320)
Project Pricing:	Cost of concrete (driveways & headwalls) culverts and sod. Work to be done by City crews except for driveway cuts and concrete replacement. Estimate consider the recent increases in material cost.						

Project Name:	Stormwater Pond Fountains	Project Description:					
Funding Source:	Stormwater Utility Fund	Purchase and install Stormwater Aeration Fountain at Cownie Pond.					
Justification:	Three fountains are successfully operating. These aerate and oxygenate water, improving water quality and promoting growth of desirable plant species. This is an important non-chemical, mechanical method of stormwater pond maintenance and reduces the amount and cost of herbicide application. With the undergrounding of FPL powerlines we found it a good time to add power at the Cownie Pond since the undergrounding was passing by the pond. With this, we are able to install a fountain at this location.						
Project Costs:						Project	
	<u>FY 22-23</u>	<u>FY 23-24</u>	<u>FY 24-25</u>	<u>FY 25-26</u>	<u>FY 26-27</u>	<u>FY 27-28</u>	<u>Total</u>
	\$ 5,300	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 5,300
Operating Impact:							
	\$ -	\$ (689)	\$ (477)	\$ (265)	\$ (53)	\$ 159	\$ (1,325)
Project Pricing:	Project pricing is based on previously installed fountains.						

Project Name:	Canal Restoration	Project Description:					
Funding Source:	Discretionary Sales Tax Fund to Match \$1 Million for FEMA Grant of \$22 Million over two years.	An application was made to FEMA for a \$23 million dollar project to restore the canal sides/bottom of the Collier Creek/Elkcam Canal to their original contour.					
Justification:	Significant accumulation of dead vegetation and growth of rooted invasive aquatic species has occurred over the years in the City's 8.15 mile Collier Creek/Elkcam Canal. Effective maintenance management and vegetation management requires that these issues be addressed.						
Project Costs:						Project	
	<u>FY 22-23</u>	<u>FY 23-24</u>	<u>FY 24-25</u>	<u>FY 25-26</u>	<u>FY 26-27</u>	<u>FY 27-28</u>	<u>Total</u>
	\$ 11,500,000	\$ 11,500,000	\$ -	\$ -	\$ -	\$ -	\$ 23,000,000
Operating Impact:							
	\$ -	\$ (2,760,000)	\$ (5,520,000)	\$ (5,405,000)	\$ (5,290,000)	\$ (5,175,000)	\$ (24,150,000)
Project Pricing:	The actual cost will be dependent on the Program eventually adopted.						

Project Name:	Stonecrop Drainage Improvement	Project Description:					
Funding Source:	75% FEMA Grant \$1,095,440. 25% Matching Requirement from Discretionary Sales Tax \$365,146.	Phase II of the FEMA grant includes construction, labor and construction management.					
Justification:	Phase II of the FEMA grant includes construction, labor and construction management.						
Project Costs:						Project	
	<u>FY 22-23</u>	<u>FY 23-24</u>	<u>FY 24-25</u>	<u>FY 25-26</u>	<u>FY 26-27</u>	<u>FY 27-28</u>	<u>Total</u>
	\$ 1,460,586	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,460,586
Operating Impact:							
	\$ -	\$ (350,541)	\$ (350,541)	\$ (335,935)	\$ (335,935)	\$ (321,329)	\$ (1,694,280)
Project Pricing:	Project costs are per the budget provided and approved by FEMA on March 4, 2022						

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

Project Name:	Tulip Drive Crossing	Project Description:					
Funding Source:	Discretionary Sales Tax	Replace Road Crossing Pipes with a Con/Span Open Flow Design.					
Justification:	This is a pinch point on a main ditch, where pipes are undersized due to minimal road coverage over the pipes. It is recommended they be replaced with a Con/Span type open flow design to enhance conveyance. Roadway improvements will also be needed.						
Project Costs:						Project	
	<u>FY 22-23</u>	<u>FY 23-24</u>	<u>FY 24-25</u>	<u>FY 25-26</u>	<u>FY 26-27</u>	<u>FY 27-28</u>	<u>Total</u>
	\$ -	\$ 250,000	\$ -	\$ -	\$ -	\$ -	\$ 250,000
Operating Impact:							
	\$ -	\$ -	\$ (60,000)	\$ (60,000)	\$ (57,500)	\$ (57,500)	\$ (235,000)
Project Pricing:	Pricing was escalated from previous year submittal to allow for construction cost increases.						

Project Name:	Bayfront Road Crossing	Project Description:					
Funding Source:	Discretionary Sales Tax	Change Bayfront Road Crossing to Con/Span Open Flow Design.					
Justification:	This is a main ditch pinch point causing the existing ditch to overflow to residential properties. Using a con/span open flow design will prevent the existing pipe from being plugged with debris.						
Project Costs:						Project	
	<u>FY 22-23</u>	<u>FY 23-24</u>	<u>FY 24-25</u>	<u>FY 25-26</u>	<u>FY 26-27</u>	<u>FY 27-28</u>	<u>Total</u>
	\$ -	\$ -	\$ 250,000	\$ -	\$ -	\$ -	\$ 250,000
Operating Impact:							
	\$ -	\$ -	\$ -	\$ (60,000)	\$ (60,000)	\$ (57,500)	\$ (177,500)
Project Pricing:	Pricing was escalated from previous year submittal to allow for construction cost increases.						

Project Name:	Ocean Cove Drainage	Project Description:					
Funding Source:	Discretionary Sales Tax	Design is to Stabilize the Slopes.					
Justification:	At times when there are high water levels, the slopes are eroding and encroaching on private property. Design is to stabilize the slopes and keep the open conveyance of the ditch.						
Project Costs:						Project	
	<u>FY 22-23</u>	<u>FY 23-24</u>	<u>FY 24-25</u>	<u>FY 25-26</u>	<u>FY 26-27</u>	<u>FY 27-28</u>	<u>Total</u>
	\$ -	\$ -	\$ -	\$ 350,000	\$ -	\$ -	\$ 350,000
Operating Impact:							
	\$ -	\$ -	\$ -	\$ -	\$ (84,000)	\$ (84,000)	\$ (168,000)
Project Pricing:	Pricing was escalated from previous year submittal to allow for construction cost increases.						

GOLF COURSE

Project Name:	Golf Carts	Project Description:					
Funding Source:	Golf Course	80 lead-acid electric golf carts, complete with amenities including windshield, sand buckets, rain guard, information center, potential "geo-fence" cart control option, etc.					
Justification:	Current fleet is 2017. While batteries have been replaced, all carts have been used daily and many times, more than 18 or even 27 holes per day. Tires, steering and brake issues continue to mount-up and parts and service are at a premium. Seats also are beginning to wear; the seats do not provide as much support as the seats are simply becoming worn from continual customer use. NOTE: WILL ORDER IN 2023 FOR DELIVERY IN 2024.						
Project Costs:						Project	
	<u>FY 22-23</u>	<u>FY 23-24</u>	<u>FY 24-25</u>	<u>FY 25-26</u>	<u>FY 26-27</u>	<u>FY 27-28</u>	<u>Total</u>
	\$ -	\$ 135,684	\$ 63,996	\$ 66,684	\$ 68,611	\$ 65,025	\$ 400,000
Operating Impact:							
	\$ -	\$ -	\$ (27,137)	\$ (26,368)	\$ (19,736)	\$ (6,822)	\$ (80,063)
Project Pricing:	A general estimate was provided by the regional Club Car Sales Representative.						

**CITY OF SEBASTIAN, FLORIDA
FISCAL YEAR 2023-2028
CAPITAL IMPROVEMENT PROJECT REQUEST AND JUSTIFICATION FORM**

GOLF COURSE

Project Name:	Golf Shop Carpet	Project Description:
Funding Source:	Golf Course	Installation of commercial-grade (Berber or "berber-like") carpet in golf shop and two offices.
Justification:	Existing carpet has been in golf shop for over 10 years. Wear and cleanliness are now becoming issues.	
Project Costs:	Project	
	<u>FY 22-23</u>	<u>FY 23-24</u>
	<u>FY 24-25</u>	<u>FY 25-26</u>
	<u>FY 26-27</u>	<u>FY 27-28</u>
		<u>Total</u>
\$	3,000	\$ 3,000
Operating Impact:		
\$	-	-
Project Pricing:	General square footage quote was obtained from Home Depot, Inc. (Sebastian store). While Home Depot figured a good "average" square footage price would be \$2.25, the figure was increase to \$2.75-\$3 per square foot to account for any potential inflationary increase, etc.	

Project Name:	Range Netting	Project Description:
Funding Source:	Golf Course	Replace all range netting and replace or repair all hardware associated with range netting
Justification:	Current netting has gone well past its 10 year warranty and due to the sun, it is becoming "dry-rotted" and tears easily in the wind. More tears create more large holes which then become a safety issue for golfers on holes #1 & #9. Note: only for discussion purposes. Can always keep repairing what is in place now. If a named storm damages the netting, FEMA could possibly cover the cost?	
Project Costs:	Project	
	<u>FY 22-23</u>	<u>FY 23-24</u>
	<u>FY 24-25</u>	<u>FY 25-26</u>
	<u>FY 26-27</u>	<u>FY 27-28</u>
		<u>Total</u>
\$	77,000	\$ 77,000
Operating Impact:		
\$	-	(19,250)
Project Pricing:	A general verbal email quote was obtained from Action Sports Netting, Inc. out of Ft. Pierce, FL. They repaired our existing net several times and they also have done work to the Airport net as well.	

Project Name:	Golf Maintenance Equipment	Project Description:
Funding Source:	Golf Course	Replace Necessary Operating and Maintenance Equipment: 22-23 Replace Ball Washer \$3,500. 23-24 Replace Range Picker \$3,500 and Range Cart \$7,500.
Justification:	It is anticipated that these items will require replacement due their heavy and daily use.	
Project Costs:	Project	
	<u>FY 22-23</u>	<u>FY 23-24</u>
	<u>FY 24-25</u>	<u>FY 25-26</u>
	<u>FY 26-27</u>	<u>FY 27-28</u>
		<u>Total</u>
\$	3,500	\$ 14,500
Operating Impact:		
\$	-	(3,955)
Project Pricing:	Estimated pricing.	

**CITY OF SEBASTIAN, FLORIDA
FISCAL YEAR 2023-2028
CAPITAL IMPROVEMENT PROJECT REQUEST AND JUSTIFICATION FORM**

AIRPORT FUND

Project Name:	Runway Debris Blower	Project Description:	
Funding Source:	Airport		Purchase Debris Blower.

Justification: The Airport lacks adequate equipment to clear small foreign objects and debris from runways and taxiways. This high volume blower will allow Airport maintenance staff to efficiently clear debris from runways and taxiways.

Project Costs:							Project
	<u>FY 22-23</u>	<u>FY 23-24</u>	<u>FY 24-25</u>	<u>FY 25-26</u>	<u>FY 26-27</u>	<u>FY 27-28</u>	<u>Total</u>
	\$ 9,500	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 9,500

Operating Impact:							
	\$ -	\$ (950)	\$ (285)	\$ 380	\$ 1,045	\$ 1,520	\$ 1,710

Project Pricing:

Project Name:	Aircraft Wash Rack	Project Description:	
Funding Source:	80% FDOT Grant \$100,000. 20% Matching Requirements from Airport \$25,000.		Complete Construction of Wash Rack Facility.

Justification: The Airport lacks an environmentally suitable area to wash aircraft. Years ago, work started but was paused due to insufficient funds to complete the construction.

Project Costs:							Project
	<u>FY 22-23</u>	<u>FY 23-24</u>	<u>FY 24-25</u>	<u>FY 25-26</u>	<u>FY 26-27</u>	<u>FY 27-28</u>	<u>Total</u>
	\$ -	\$ -	\$ -	\$ 125,000	\$ -	\$ -	\$ 125,000

Operating Impact:							
	\$ -	\$ -	\$ -	\$ (21,250)	\$ (3,750)	\$ (25,000)	

Project Pricing:

Project Name:	Airport Equipment Shelter	Project Description:	
Funding Source:	80% FDOT Grant \$40,000. 20% Matching Requirements from Airport \$10,000.		Construct Airport Equipment Shelter.

Justification: The Airport lacks adequate shelter to park valuable maintenance equipment. A new parking shelter will protect equipment from the elements, save on equipment maintenance and prolong the equipment life.

Project Costs:							Project
	<u>FY 22-23</u>	<u>FY 23-24</u>	<u>FY 24-25</u>	<u>FY 25-26</u>	<u>FY 26-27</u>	<u>FY 27-28</u>	<u>Total</u>
	\$ -	\$ -	\$ -	\$ 50,000	\$ -	\$ -	\$ 50,000

Operating Impact:							
	-	-	-	-	(8,500)	(1,500)	\$ (10,000)

Project Pricing: Based on funding anticipated.

Project Name:	Square Hangars	Project Description:	
Funding Source:	50% FDOT Grant \$500,000 50% Matching Requirements from Discretionary Sales Tax \$500,000.		Construct Two Additional Square Hangars.

Justification: These hangars will be leased to aeronautical businesses to create revenue and new jobs. They will be designated "C" and "D" and follow "A" and "B" now being constructed using an 80% FDOT Grant.

Project Costs:							Project
	<u>FY 22-23</u>	<u>FY 23-24</u>	<u>FY 24-25</u>	<u>FY 25-26</u>	<u>FY 26-27</u>	<u>FY 27-28</u>	<u>Total</u>
	\$ 1,000,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,000,000

Operating Impact:							
	\$ -	\$ (240,000)	\$ (240,000)	\$ (230,000)	\$ (230,000)	\$ (220,000)	\$ (1,160,000)

Project Pricing: These funds were originally earmarked to build a single maintenance hangar. Due to the rising costs of materials and construction, the FDOT is allowing us to reallocate them to build two additional square hangars to attract future Airport business.

**CITY OF SEBASTIAN, FLORIDA
FISCAL YEAR 2023-2028
CAPITAL IMPROVEMENT PROJECT REQUEST AND JUSTIFICATION FORM**

AIRPORT FUND (CONTINUED)

Project Name:	Design/Build Shade Hangar	Project Description:					
Funding Source:	80% FDOT Grant \$880,000. 20% Matching Requirements from Discretionary Sales Tax \$220,000.	Design and Build a New Shade Hangar.					
Justification:	The existing shade hangars are 100% occupied and have a waiting list. The Airport has room to add an additional shade hangar to serve aircraft owners and create additional revenue for the Airport.						
Project Costs:						Project	
	<u>FY 22-23</u>	<u>FY 23-24</u>	<u>FY 24-25</u>	<u>FY 25-26</u>	<u>FY 26-27</u>	<u>FY 27-28</u>	<u>Total</u>
	\$ -	\$ -	\$ -	\$ 1,100,000	\$ -	\$ -	\$ 1,100,000
Operating Impact:							
	\$ -	\$ -	\$ -	\$ -	\$ (264,000)	\$ (264,000)	\$ (528,000)
Project Pricing:	Based on funding anticipated.						
Project Name:	Runway 13-31 Design	Project Description:					
Funding Source:	80% FDOT Grant \$200,000. 20% Matching Requirements from Discretionary Sales Tax \$50,000.	Design Access Road and Provide Utilities along Runway 13-31.					
Justification:	Land areas adjacent to the former Runway 13-31 can serve as an area for future Airport business expansion, providing opportunities for new business/light industrial development.						
Project Costs:						Project	
	<u>FY 22-23</u>	<u>FY 23-24</u>	<u>FY 24-25</u>	<u>FY 25-26</u>	<u>FY 26-27</u>	<u>FY 27-28</u>	<u>Total</u>
	\$ -	\$ -	\$ -	\$ -	\$ 250,000	\$ -	\$ 250,000
Operating Impact:							
	\$ -	\$ -	\$ -	\$ -	\$ -	\$ (32,500)	\$ (32,500)
Project Pricing:	Based on funding anticipated.						
Project Name:	Runway 13-31 Construction	Project Description:					
Funding Source:	80% FDOT Grant \$2,400,000. 20% Matching Requirements from Discretionary Sales Tax \$600,000.	Construct Access Road and Provide Utilities along Runway 13-31.					
Justification:	Land areas adjacent to the former Runway 13-31 can serve as an area for future Airport business expansion, providing opportunities for new business/light industrial development.						
Project Costs:						Project	
	<u>FY 22-23</u>	<u>FY 23-24</u>	<u>FY 24-25</u>	<u>FY 25-26</u>	<u>FY 26-27</u>	<u>FY 27-28</u>	<u>Total</u>
	\$ -	\$ -	\$ -	\$ -	\$ 1,500,000	\$ 1,500,000	\$ 3,000,000
Operating Impact:							
	\$ -	\$ -	\$ -	\$ -	\$ -	\$ (195,000)	\$ (195,000)
Project Pricing:	Based on funding anticipated.						
Project Name:	Runway 10-28/Taxiway Bravo	Project Description:					
Funding Source:	80% FDOT Grant \$33,120. 20% Matching Requirements from Airport \$8,280.	Paint Existing Markings on Runway 10-28 and Taxiway Bravo.					
Justification:	Runway 10-28 and Taxiway Bravo paint markings are worn and faded and pose a safety risk to pilots.						
Project Costs:						Project	
	<u>FY 22-23</u>	<u>FY 23-24</u>	<u>FY 24-25</u>	<u>FY 25-26</u>	<u>FY 26-27</u>	<u>FY 27-28</u>	<u>Total</u>
	\$ 41,400	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 41,400
Operating Impact:							
	\$ -	\$ (5,382)	\$ (3,726)	\$ (2,070)	\$ (414)	\$ 1,242	\$ (10,350)
Project Pricing:	Based on funding anticipated.						

CITY OF SEBASTIAN, FLORIDA
FISCAL YEAR 2023-2028
CAPITAL IMPROVEMENT PROJECT REQUEST AND JUSTIFICATION FORM
AIRPORT FUND (CONTINUED)

Project Name:	Runway 05-23 Rehabilitation	Project Description:
Funding Source:	FAA 90% Grant \$2,853,818. FDOT 5% Grant \$158,546. 5% Matching Requirements from Discretionary Sales Tax \$158,546.	Rehabilitate Asphalt on Runway 05-23.

Justification: The asphalt on Runway 05-23 is deteriorating and is need of rehabilitation in order to remain in serviceable condition.

Project Costs:							Project
	<u>FY 22-23</u>	<u>FY 23-24</u>	<u>FY 24-25</u>	<u>FY 25-26</u>	<u>FY 26-27</u>	<u>FY 27-28</u>	<u>Total</u>
	\$ 1,585,455	\$ 1,585,455	\$ -	\$ -	\$ -	\$ -	\$ 3,170,910
Operating Impact:							
	\$ -	\$ (285,382)	\$ (554,909)	\$ (523,200)	\$ (491,491)	\$ (459,782)	\$ (2,314,764)
Project Pricing:	Based on funding anticipated.						

Project Name:	Design Taxiway Golf	Project Description:
Funding Source:	FAA 90% Grant \$197,001. FDOT 5% Grant \$10,945. 5% Matching Requirements from Discretionary Sales Tax \$10,945.	Design Taxiway Golf on Top of Runway 13-31.

Justification: Taxiway Golf will be designed to be constructed on top of the abandoned Runway 13-31. This will provide a preferred taxi route for aircraft based in the northwest area of the Airport to the thresholds of Runways 23 and 25. It will serve as an avenue for future aeronautical businesses situated in the economic development area along the former Runway 13-31.

Project Costs:							Project
	<u>FY 22-23</u>	<u>FY 23-24</u>	<u>FY 24-25</u>	<u>FY 25-26</u>	<u>FY 26-27</u>	<u>FY 27-28</u>	<u>Total</u>
	\$ -	\$ -	\$ 218,891	\$ -	\$ -	\$ -	\$ 218,891
Operating Impact:							
	\$ -	\$ -	\$ -	\$ (39,400)	\$ (37,211)	\$ (35,023)	\$ (111,634)
Project Pricing:	Based on funding anticipated.						

Project Name:	Construct Taxiway Golf	Project Description:
Funding Source:	80% FDOT Grant \$1,580,000. 20% Matching Requirements from Discretionary Sales Tax \$395,040.	Construct Taxiway Golf on Top of Runway 13-31.

Justification: Taxiway Golf will be constructed on top of the abandoned Runway 13-31. This will provide a preferred taxi route for aircraft based in the northwest area of the Airport to the thresholds of Runways 23 and 25. It will serve as an avenue for future aeronautical businesses situated in the economic development area along the former Runway 13-31.

Project Costs:							Project
	<u>FY 22-23</u>	<u>FY 23-24</u>	<u>FY 24-25</u>	<u>FY 25-26</u>	<u>FY 26-27</u>	<u>FY 27-28</u>	<u>Total</u>
	\$ -	\$ -	\$ -	\$ 987,520	\$ 987,520	\$ -	\$ 1,975,040
Operating Impact:							
	\$ -	\$ -	\$ -	\$ -	\$ 29,626	\$ 88,877	\$ 118,502
Project Pricing:	Based on funding anticipated.						

CITY OF SEBASTIAN, FLORIDA

Funding Source:

CAPITAL IMPROVEMENT PROJECT REQUEST AND JUSTIFICATION FORM

AIRPORT FUND (CONTINUED)

Project Name:	Reconstruct Alpha Apron	Project Description:
Funding Source:	FAA 11% Grant \$159,000. FDOT 71% Grant \$1,000,000. 18% Matching Requirements from Discretionary Sales Tax \$250,000.	Reconstruction of Alpha Apron to Provide for Aircraft Tie-Downs.

Justification: The asphalt in the northern aircraft tie-down area next to Taxiway Alpha has failed and needs reconstruction to provide an acceptable surface for future aircraft tie-downs.

Project Costs:							Project
	<u>FY 22-23</u>	<u>FY 23-24</u>	<u>FY 24-25</u>	<u>FY 25-26</u>	<u>FY 26-27</u>	<u>FY 27-28</u>	<u>Total</u>
	\$ -	\$ -	\$ 1,409,000	\$ -	\$ -	\$ -	\$ 1,409,000

Operating Impact:							
	\$ -	\$ -	\$ -	\$ (253,620)	\$ (239,530)	\$ (225,440)	\$ (718,590)

Project Pricing: Based on funding anticipated.

\$ 20,199,557	\$ 16,210,552	\$ 4,816,913	\$ 4,798,624	\$ 4,991,911	\$ 3,930,858	\$ 54,948,416
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IMPACTS OF CAPITAL OUTLAYS ON OPERATING COST CALCULATION CRITERIA

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

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

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

<u>List of Projects</u>	Life	<u>FY 2022-23</u>	<u>FY 2023-24</u>	<u>FY 2024-25</u>	<u>FY 2025-26</u>	<u>FY 2026-27</u>	<u>FY 2027-28</u>	<u>Capital Totals</u>
	<u>Years</u>							
General Government								
Vx Rail Lease Payments	5	43,195	43,195	45,355	45,355	45,355	45,355	267,809
<i>Maintenance</i>		-	3,024	9,071	18,293	30,690	46,262	
<i>Efficiency</i>		-	(4,320)	(6,911)	(7,991)	(7,257)	(5,572)	
<i>Risk</i>		-	(4,320)	(6,911)	(7,991)	(8,121)	(8,164)	
<i>Replacement</i>		-	(1,728)	(3,888)	(6,566)	(9,697)	(13,282)	
Total		-	(7,343)	(8,639)	(4,255)	5,615	19,243	
City Wide Computers	5	35,000	45,000	35,000	45,000	35,000	45,000	240,000
<i>Maintenance</i>		-	2,450	8,050	16,100	27,300	40,950	
<i>Efficiency</i>		-	(3,500)	(6,600)	(6,900)	(6,800)	(4,600)	
<i>Risk</i>		-	(3,500)	(6,600)	(6,900)	(7,500)	(6,900)	
<i>Replacement</i>		-	(1,400)	(3,550)	(5,750)	(8,700)	(11,700)	
Total		-	(5,950)	(8,700)	(3,450)	4,300	17,750	
COSV Equipment	5	15,000	15,000	15,000	15,000	15,000	15,000	90,000
<i>Maintenance</i>		-	1,050	3,150	6,300	10,500	15,750	
<i>Efficiency</i>		-	(1,500)	(2,400)	(2,700)	(2,400)	(1,800)	
<i>Risk</i>		-	(1,500)	(2,400)	(2,700)	(2,700)	(2,700)	
<i>Replacement</i>		-	(600)	(1,350)	(2,250)	(3,300)	(4,500)	
Total		-	(2,550)	(3,000)	(1,350)	2,100	6,750	
Network Infrastructure	5	30,000	30,000	30,000	30,000	30,000	30,000	180,000
<i>Maintenance</i>		-	2,100	6,300	12,600	21,000	31,500	
<i>Efficiency</i>		-	(3,000)	(4,800)	(5,400)	(4,800)	(3,600)	
<i>Risk</i>		-	(3,000)	(4,800)	(5,400)	(5,400)	(5,400)	
<i>Replacement</i>		-	(1,200)	(2,700)	(4,500)	(6,600)	(9,000)	
Total		-	(5,100)	(6,000)	(2,700)	4,200	13,500	
Core and Remote Switches	5	-	25,000	25,000	-	-	-	50,000
<i>Maintenance</i>		-	-	1,750	5,250	8,750	12,250	
<i>Efficiency</i>		-	-	(2,500)	(4,000)	(2,000)	-	
<i>Risk</i>		-	-	(2,500)	(4,000)	(2,000)	(500)	
<i>Replacement</i>		-	-	(1,000)	(2,250)	(2,750)	(3,250)	
Total		-	-	(4,250)	(5,000)	2,000	8,500	
Backup System Update	5	40,000	-	-	-	-	60,775	100,775
<i>Maintenance</i>		-	2,800	5,600	8,400	11,200	14,000	
<i>Efficiency</i>		-	(4,000)	(2,400)	(800)	800	1,600	
<i>Risk</i>		-	(4,000)	(2,400)	(800)	-	-	
<i>Replacement</i>		-	(1,600)	(2,000)	(2,400)	(2,800)	(3,200)	
Total		-	(6,800)	(1,200)	4,400	9,200	12,400	
Security Cameras at Parks	5	28,700	10,000	10,000	10,000	10,000	10,000	78,700
<i>Maintenance</i>		-	2,009	4,718	8,127	12,236	17,045	
<i>Efficiency</i>		-	(2,870)	(2,722)	(2,174)	(1,226)	(452)	
<i>Risk</i>		-	(2,870)	(2,722)	(2,174)	(1,800)	(1,800)	
<i>Replacement</i>		-	(1,148)	(1,835)	(2,622)	(3,509)	(4,496)	
Total		-	(4,879)	(2,561)	1,157	5,701	10,297	
Police Department								
Police Vehicles	7	512,200	333,060	349,713	367,199	385,559	404,837	2,352,567
<i>Maintenance</i>		-	25,610	67,873	127,622	205,730	303,117	
<i>Efficiency</i>		-	(51,220)	(69,160)	(78,774)	(79,644)	(91,823)	
<i>Risk</i>		-	(51,220)	(69,160)	(78,774)	(79,644)	(81,579)	
<i>Replacement</i>		-	(25,610)	(47,385)	(73,323)	(103,633)	(138,533)	
Total		-	(102,440)	(117,832)	(103,249)	(57,191)	(8,818)	
Vehicle/Body Cameras	7	88,183	88,183	88,183	92,592	92,592	92,592	542,325
<i>Maintenance</i>		-	4,409	13,227	26,455	44,312	66,799	
<i>Efficiency</i>		-	(8,818)	(14,991)	(18,518)	(19,841)	(21,913)	
<i>Risk</i>		-	(8,818)	(14,991)	(18,518)	(19,841)	(20,150)	
<i>Replacement</i>		-	(4,409)	(9,700)	(15,873)	(23,148)	(31,349)	
Total		-	(17,637)	(26,455)	(26,455)	(18,518)	(6,614)	
CAD/RMS System Update	7	60,775	60,775	60,775	60,775	60,775	60,775	364,650
<i>Maintenance</i>		-	4,254	12,763	25,526	42,543	63,814	
<i>Efficiency</i>		-	(6,078)	(9,724)	(10,940)	(9,724)	(7,293)	
<i>Risk</i>		-	(6,078)	(9,724)	(10,940)	(10,940)	(10,940)	
<i>Replacement</i>		-	(2,431)	(5,470)	(9,116)	(13,371)	(18,233)	
Total		-	(10,332)	(12,155)	(5,470)	8,509	27,349	

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

<u>List of Projects</u>	<u>Life</u> <u>Years</u>	<u>FY 2022-23</u>	<u>FY 2023-24</u>	<u>FY 2024-25</u>	<u>FY 2025-26</u>	<u>FY 2026-27</u>	<u>FY 2027-28</u>	<u>Capital</u> <u>Totals</u>
Police Department (Continued)								
Road Patrol Armored Vehicle	10	310,000	-	-	-	-	-	310,000
<i>Maintenance</i>		-	9,300	18,600	27,900	37,200	46,500	
<i>Efficiency</i>		-	(31,000)	(24,800)	(18,600)	(12,400)	(6,200)	
<i>Risk</i>		-	(31,000)	(24,800)	(18,600)	(12,400)	(6,200)	
<i>Replacement</i>		-	(18,600)	(21,700)	(24,800)	(27,900)	(31,000)	
<i>Total</i>		-	(71,300)	(52,700)	(34,100)	(15,500)	3,100	
Road Patrol Equipment	7	70,050	21,000	31,000	8,500	8,500	8,500	147,550
<i>Maintenance</i>		-	3,503	8,055	14,158	20,685	27,638	
<i>Efficiency</i>		-	(7,005)	(7,004)	(7,372)	(4,561)	(4,296)	
<i>Risk</i>		-	(7,005)	(7,004)	(7,372)	(4,561)	(2,895)	
<i>Replacement</i>		-	(3,503)	(5,253)	(7,714)	(9,359)	(11,090)	
<i>Total</i>		-	(14,010)	(11,205)	(8,300)	2,205	9,357	
Police C.O.P.E. Trailer Wrap	5	5,000	-	-	-	-	-	5,000
<i>Maintenance</i>		-	350	700	1,050	1,400	1,750	
<i>Efficiency</i>		-	(500)	(300)	(100)	100	200	
<i>Risk</i>		-	(500)	(300)	(100)	-	-	
<i>Replacement</i>		-	(200)	(250)	(300)	(350)	(400)	
<i>Total</i>		-	(850)	(150)	550	1,150	1,550	
Transport Trailer	10	2,500	-	-	-	-	-	2,500
<i>Maintenance</i>		-	75	150	225	300	375	
<i>Efficiency</i>		-	(250)	(200)	(150)	(100)	(50)	
<i>Risk</i>		-	(250)	(200)	(150)	(100)	(50)	
<i>Replacement</i>		-	(150)	(175)	(200)	(225)	(250)	
<i>Total</i>		-	(575)	(425)	(275)	(125)	25	
Investigations Equipment	7	13,000	-	-	-	-	-	13,000
<i>Maintenance</i>		-	650	1,300	1,950	2,600	3,250	
<i>Efficiency</i>		-	(1,300)	(910)	(520)	(130)	(260)	
<i>Risk</i>		-	(1,300)	(910)	(520)	(130)	-	
<i>Replacement</i>		-	(650)	(780)	(910)	(1,040)	(1,170)	
<i>Total</i>		-	(2,600)	(1,300)	-	1,300	1,820	
Community Development Department								
Kiosk Signs	7	15,000	-	-	-	-	-	15,000
<i>Maintenance</i>		-	750	1,500	2,250	3,000	3,750	
<i>Efficiency</i>		-	(1,500)	(1,050)	(600)	(150)	(300)	
<i>Risk</i>		-	(1,500)	(1,050)	(600)	(150)	-	
<i>Replacement</i>		-	(750)	(900)	(1,050)	(1,200)	(1,350)	
<i>Total</i>		-	(3,000)	(1,500)	-	1,500	2,100	
CDBG Grant Program	10	130,889	-	-	-	-	-	130,889
<i>Maintenance</i>		-	2,618	5,236	7,853	10,471	13,089	
<i>Risk</i>		-	(13,089)	(11,780)	(10,471)	(9,162)	(7,853)	
<i>Replacement</i>		-	(15,707)	(17,016)	(18,324)	(19,633)	(20,942)	
<i>Total</i>		-	(26,178)	(23,560)	(20,942)	(18,324)	(15,707)	
Riverfront Event Space	20	-	-	700,000	-	-	-	700,000
<i>Maintenance</i>		-	-	-	14,000	28,000	42,000	
<i>Risk</i>		-	-	-	(70,000)	(63,000)	(56,000)	
<i>Replacement</i>		-	-	-	(84,000)	(91,000)	(98,000)	
<i>Total</i>		-	-	-	(140,000)	(126,000)	(112,000)	
Natural Vegetation/LID Demo	20	15,000	-	-	-	-	-	15,000
<i>Maintenance</i>		-	300	600	900	1,200	1,500	
<i>Efficiency</i>		-	(1,500)	(1,350)	(1,200)	(1,050)	(900)	
<i>Risk</i>		-	(1,800)	(1,950)	(2,100)	(2,250)	(2,400)	
<i>Replacement</i>		-	(3,000)	(2,700)	(2,400)	(2,100)	(1,800)	
<i>Total</i>		-	(6,300)	(6,000)	(5,700)	(5,400)	(5,100)	

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

<u>List of Projects</u>	Life	<u>FY 2022-23</u>	<u>FY 2023-24</u>	<u>FY 2024-25</u>	<u>FY 2025-26</u>	<u>FY 2026-27</u>	<u>FY 2027-28</u>	<u>Capital Totals</u>
	<u>Years</u>							
Roads Department								
Concrete Mixer	10	376,000	-	-	-	-	-	376,000
<i>Maintenance</i>		-	7,520	15,040	22,560	30,080	37,600	
<i>Efficiency</i>		-	(37,600)	(33,840)	(30,080)	(26,320)	(22,560)	
<i>Risk</i>		-	(45,120)	(48,880)	(52,640)	(56,400)	(60,160)	
<i>Replacement</i>		-	(75,200)	(67,680)	(60,160)	(52,640)	(45,120)	
<i>Total</i>		-	(157,920)	(150,400)	(142,880)	(135,360)	(127,840)	
Bucket Truck	10	190,000	-	-	-	-	-	190,000
<i>Maintenance</i>		-	3,800	7,600	11,400	15,200	19,000	
<i>Efficiency</i>		-	(19,000)	(17,100)	(15,200)	(13,300)	(11,400)	
<i>Risk</i>		-	(22,800)	(24,700)	(26,600)	(28,500)	(30,400)	
<i>Replacement</i>		-	(38,000)	(34,200)	(30,400)	(26,600)	(22,800)	
<i>Total</i>		-	(79,800)	(76,000)	(72,200)	(68,400)	(64,600)	
Brush Truck	10	115,000	-	-	-	-	-	115,000
<i>Maintenance</i>		-	2,300	4,600	6,900	9,200	11,500	
<i>Efficiency</i>		-	(11,500)	(10,350)	(9,200)	(8,050)	(6,900)	
<i>Risk</i>		-	(13,800)	(14,950)	(16,100)	(17,250)	(18,400)	
<i>Replacement</i>		-	(23,000)	(20,700)	(18,400)	(16,100)	(13,800)	
<i>Total</i>		-	(48,300)	(46,000)	(43,700)	(41,400)	(39,100)	
Dump Truck	10	142,000	-	-	-	-	-	142,000
<i>Maintenance</i>		-	2,840	5,680	8,520	11,360	14,200	
<i>Efficiency</i>		-	(14,200)	(12,780)	(11,360)	(9,940)	(8,520)	
<i>Risk</i>		-	(17,040)	(18,460)	(19,880)	(21,300)	(22,720)	
<i>Replacement</i>		-	(28,400)	(25,560)	(22,720)	(19,880)	(17,040)	
<i>Total</i>		-	(59,640)	(56,800)	(53,960)	(51,120)	(48,280)	
Street Repaving	10	600,000	600,000	600,000	600,000	600,000	600,000	3,600,000
<i>Maintenance</i>		-	18,000	54,000	108,000	180,000	270,000	
<i>Risk</i>		-	(60,000)	(108,000)	(144,000)	(168,000)	(180,000)	
<i>Replacement</i>		-	(36,000)	(78,000)	(126,000)	(180,000)	(240,000)	
<i>Total</i>		-	(78,000)	(132,000)	(162,000)	(168,000)	(150,000)	
Street Reconstruction	30+	250,000	250,000	250,000	250,000	250,000	250,000	1,500,000
<i>Maintenance</i>		-	12,500	37,500	75,000	125,000	187,500	
<i>Efficiency</i>		-	(25,000)	(42,500)	(52,500)	(55,000)	(60,000)	
<i>Risk</i>		-	(25,000)	(42,500)	(52,500)	(55,000)	(55,000)	
<i>Replacement</i>		-	(12,500)	(27,500)	(45,000)	(65,000)	(87,500)	
<i>Total</i>		-	(50,000)	(75,000)	(75,000)	(50,000)	(15,000)	
Sidewalk Replacement	10	75,000	75,000	75,000	75,000	75,000	75,000	450,000
<i>Maintenance</i>		-	2,250	6,750	13,500	22,500	33,750	
<i>Risk</i>		-	(7,500)	(13,500)	(18,000)	(21,000)	(22,500)	
<i>Replacement</i>		-	(4,500)	(9,750)	(15,750)	(22,500)	(30,000)	
<i>Total</i>		-	(9,750)	(16,500)	(20,250)	(21,000)	(18,750)	
Traffic Sensors	10	3,880	-	-	-	-	-	3,880
<i>Maintenance</i>		-	194	388	582	776	970	
<i>Efficiency</i>		-	(388)	(272)	(155)	(39)	(78)	
<i>Risk</i>		-	(388)	(272)	(155)	(39)	-	
<i>Replacement</i>		-	(194)	(233)	(272)	(310)	(349)	
<i>Total</i>		-	(776)	(388)	-	388	543	
Pedestrian Crosswalk Posts	7	4,048	-	-	-	-	-	4,048
<i>Maintenance</i>		-	202	405	607	810	1,012	
<i>Efficiency</i>		-	(405)	(283)	(162)	(40)	(81)	
<i>Risk</i>		-	(405)	(283)	(162)	(40)	-	
<i>Replacement</i>		-	(202)	(243)	(283)	(324)	(364)	
<i>Total</i>		-	(810)	(405)	-	405	567	
Crosswalk Flashing Beacons	7	10,996	-	-	-	-	-	10,996
<i>Maintenance</i>		-	550	1,100	1,649	2,199	2,749	
<i>Efficiency</i>		-	(1,100)	(770)	(440)	(110)	(220)	
<i>Risk</i>		-	(1,100)	(770)	(440)	(110)	-	
<i>Replacement</i>		-	(550)	(660)	(770)	(880)	(990)	
<i>Total</i>		-	(2,199)	(1,100)	-	1,100	1,539	

IMPACTS OF CAPITAL IMPROVEMENT PROJECTS ON OPERATING COST CALCULATIONS BY PROJECT

List of Projects	Life	FY 2022-23	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	FY 2027-28	Capital Totals
	Years							
Roads Department (Continued)								
Paveway System on Highway 1	10	-	358,200	-	-	-	-	358,200
<i>Maintenance</i>		-	-	10,746	21,492	32,238	42,984	
<i>Risk</i>		-	-	(35,820)	(28,656)	(21,492)	(14,328)	
<i>Replacement</i>		-	-	(21,492)	(25,074)	(28,656)	(32,238)	
<i>Total</i>		-	-	(46,566)	(32,238)	(17,910)	(3,582)	
Railroad Crossing Sidewalks	10	90,000	-	-	-	-	-	90,000
<i>Maintenance</i>		-	2,700	5,400	8,100	10,800	13,500	-
<i>Risk</i>		-	(9,000)	(7,200)	(5,400)	(3,600)	(1,800)	-
<i>Replacement</i>		-	(5,400)	(6,300)	(7,200)	(8,100)	(9,000)	-
<i>Total</i>		-	(11,700)	(8,100)	(4,500)	(900)	2,700	-
Sidewalk Fronting Davita Dialysis	10	200,000	-	-	-	-	-	200,000
<i>Maintenance</i>		-	6,000	12,000	18,000	24,000	30,000	-
<i>Risk</i>		-	(20,000)	(16,000)	(12,000)	(8,000)	(4,000)	-
<i>Replacement</i>		-	(12,000)	(14,000)	(16,000)	(18,000)	(20,000)	-
<i>Total</i>		-	(11,700)	(8,100)	(4,500)	(900)	2,700	-
Fleet Division								
Diagnostic Scanners	5	20,000	-	2,000	-	10,000	-	32,000
<i>Maintenance</i>		-	1,400	2,800	4,340	5,880	8,120	
<i>Efficiency</i>		-	(2,000)	(1,200)	(600)	280	(240)	
<i>Risk</i>		-	(2,000)	(1,200)	(600)	(120)	(1,040)	
<i>Replacement</i>		-	(800)	(1,000)	(1,280)	(1,500)	(2,120)	
<i>Total</i>		-	(3,400)	(600)	1,860	4,540	4,720	
Public Facilities Department								
City Hall Second Floor Carpet	n/a	45,000	-	-	-	-	-	45,000
Facilities Maintenance Vehicles	7	34,000	-	-	-	-	69,000	103,000
<i>Maintenance</i>		-	1,700	3,400	5,100	6,800	8,500	
<i>Efficiency</i>		-	(3,400)	(2,380)	(1,360)	(340)	(680)	
<i>Risk</i>		-	(3,400)	(2,380)	(1,360)	(340)	-	
<i>Replacement</i>		-	(1,700)	(2,040)	(2,380)	(2,720)	(3,060)	
<i>Total</i>		-	(6,800)	(3,400)	-	3,400	4,760	
Generator Transfer Switch PD	10	200,000	-	-	-	-	-	200,000
<i>Maintenance</i>		-	10,000	20,000	30,000	40,000	50,000	
<i>Efficiency</i>		-	(20,000)	(14,000)	(8,000)	(2,000)	(4,000)	
<i>Risk</i>		-	(20,000)	(14,000)	(8,000)	(2,000)	-	
<i>Replacement</i>		-	(10,000)	(12,000)	(14,000)	(16,000)	(18,000)	
<i>Total</i>		-	(40,000)	(20,000)	-	20,000	28,000	
Air Conditioner Replacement	7	25,000	25,000	25,000	-	-	-	75,000
<i>Maintenance</i>		-	1,250	3,750	7,500	11,250	15,000	
<i>Efficiency</i>		-	(2,500)	(4,250)	(5,250)	(3,000)	(1,750)	
<i>Replacement</i>		-	(1,250)	(2,750)	(4,500)	(5,250)	(6,000)	
<i>Total</i>		-	(2,500)	(3,250)	(2,250)	3,000	7,250	
Cemetery Mower	5	-	-	14,000	-	-	-	14,000
<i>Maintenance</i>		-	-	-	980	1,960	2,940	
<i>Efficiency</i>		-	-	-	(1,400)	(840)	(280)	
<i>Risk</i>		-	-	-	(1,400)	(840)	(280)	
<i>Replacement</i>		-	-	-	(560)	(700)	(840)	
<i>Total</i>		-	-	-	(2,380)	(420)	1,540	
Columbarium Niches	30+	-	-	85,000	-	-	-	85,000
<i>Maintenance</i>		-	-	-	850	1,700	2,550	
<i>Efficiency</i>		-	-	-	(8,500)	(8,500)	(7,650)	
<i>Risk</i>		-	-	-	(8,500)	(8,500)	(7,650)	
<i>Replacement</i>		-	-	-	(12,750)	(13,600)	(14,450)	
<i>Total</i>		-	-	-	(28,900)	(28,900)	(27,200)	
Cemetery Grounds Maintenance		-	150,000	-	-	-	-	150,000
Chain Link Fence	7	21,000	-	-	-	-	-	21,000
<i>Maintenance</i>		-	1,050	2,100	3,150	4,200	5,250	
<i>Risk</i>		-	(2,100)	(1,470)	(840)	(210)	-	
<i>Replacement</i>		-	(1,050)	(1,260)	(1,470)	(1,680)	(1,890)	
<i>Total</i>		-	(2,100)	(630)	840	2,310	3,360	

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

<u>List of Projects</u>	Life	<u>FY 2022-23</u>	<u>FY 2023-24</u>	<u>FY 2024-25</u>	<u>FY 2025-26</u>	<u>FY 2026-27</u>	<u>FY 2027-28</u>	<u>Capital Totals</u>
	<u>Years</u>							
Leisure Services Department								
Yacht Club Improvements	10	20,000	-	-	-	-	-	20,000
<i>Maintenance</i>		-	600	1,200	1,800	2,400	3,000	
<i>Efficiency</i>		-	(2,000)	(1,600)	(1,200)	(800)	(400)	
<i>Risk</i>		-	(2,000)	(1,600)	(1,200)	(800)	(400)	
<i>Replacement</i>		-	(1,200)	(1,400)	(1,600)	(1,800)	(2,000)	
<i>Total</i>		-	(4,600)	(3,400)	(2,200)	(1,000)	200	
Maintenance Equipment	5	76,000	14,000	-	-	28,000	20,000	138,000
<i>Maintenance</i>		-	5,320	11,620	17,920	24,220	32,480	
<i>Efficiency</i>		-	(7,600)	(5,960)	(2,360)	1,240	520	
<i>Risk</i>		-	(7,600)	(5,960)	(2,360)	(280)	(2,800)	
<i>Replacement</i>		-	(3,040)	(4,360)	(5,260)	(6,160)	(8,180)	
<i>Total</i>		-	(12,920)	(4,660)	7,940	19,020	22,020	
Parks Division Vehicles	7	34,000	35,000	-	-	-	-	69,000
<i>Maintenance</i>		-	1,700	5,150	8,600	12,050	15,500	
<i>Efficiency</i>		-	(3,400)	(5,880)	(3,810)	(1,740)	(1,030)	
<i>Risk</i>		-	(3,400)	(5,880)	(3,810)	(1,740)	(350)	
<i>Replacement</i>		-	(1,700)	(3,790)	(4,480)	(5,170)	(5,860)	
<i>Total</i>		-	(6,800)	(10,400)	(3,500)	3,400	8,260	
Special Event Carts	5	2,400	-	-	-	-	-	2,400
<i>Maintenance</i>		-	120	240	360	480	600	
<i>Efficiency</i>		-	(240)	(168)	(96)	(24)	(48)	
<i>Risk</i>		-	(240)	(168)	(96)	(24)	-	
<i>Replacement</i>		-	(120)	(144)	(168)	(192)	(216)	
<i>Total</i>		-	(480)	(240)	-	240	336	
Football Goal Posts	20	8,500	-	-	-	-	-	8,500
<i>Maintenance</i>		-	170	340	510	680	850	
<i>Risk</i>		-	(850)	(765)	(680)	(595)	(510)	
<i>Replacement</i>		-	(1,020)	(1,105)	(1,190)	(1,275)	(1,360)	
<i>Total</i>		-	(1,700)	(1,530)	(1,360)	(1,190)	(1,020)	
Senior Center Carpet	n/a	10,500	-	-	-	-	-	10,500
Community Center Lighting	20	5,000	-	-	-	-	-	5,000
<i>Maintenance</i>		-	100	200	300	400	500	
<i>Efficiency</i>		-	(500)	(450)	(400)	(350)	(300)	
<i>Risk</i>		-	(500)	(450)	(400)	(350)	(300)	
<i>Replacement</i>		-	(600)	(650)	(700)	(750)	(800)	
<i>Total</i>		-	(1,500)	(1,350)	(1,200)	(1,050)	(900)	
Swing/Bench Park	20	35,000	-	-	-	-	-	35,000
<i>Maintenance</i>		-	700	1,400	2,100	2,800	3,500	
<i>Risk</i>		-	(3,500)	(3,150)	(2,800)	(2,450)	(2,100)	
<i>Replacement</i>		-	(4,200)	(4,550)	(4,900)	(5,250)	(5,600)	
<i>Total</i>		-	(7,000)	(6,300)	(5,600)	(4,900)	(4,200)	
Playground Improvements	20	-	200,000	50,000	100,000	100,000	75,000	525,000
<i>Maintenance</i>		-	-	4,000	9,000	16,000	25,000	
<i>Risk</i>		-	-	(20,000)	(23,000)	(30,500)	(37,000)	
<i>Replacement</i>		-	-	(24,000)	(32,000)	(46,500)	(62,000)	
<i>Total</i>		-	-	(40,000)	(46,000)	(61,000)	(74,000)	
Park Improvements	20	20,000	20,000	20,000	20,000	20,000	20,000	120,000
<i>Maintenance</i>		-	400	1,200	2,400	4,000	6,000	
<i>Risk</i>		-	(2,000)	(3,800)	(5,400)	(6,800)	(8,000)	
<i>Replacement</i>		-	(2,400)	(5,000)	(7,800)	(10,800)	(14,000)	
<i>Total</i>		-	(4,000)	(7,600)	(10,800)	(13,600)	(16,000)	

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

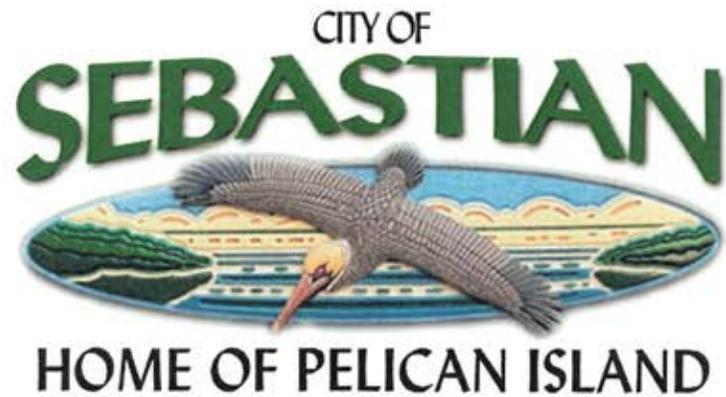
<u>List of Projects</u>	Life	<u>FY 2022-23</u>	<u>FY 2023-24</u>	<u>FY 2024-25</u>	<u>FY 2025-26</u>	<u>FY 2026-27</u>	<u>FY 2027-28</u>	<u>Capital Totals</u>
	<u>Years</u>							
Stormwater Department								
Stormwater Equipment	7	36,000	-	-	-	-	-	36,000
<i>Maintenance</i>		-	1,800	3,600	5,400	7,200	9,000	
<i>Efficiency</i>		-	(3,600)	(2,520)	(1,440)	(360)	(720)	
<i>Risk</i>		-	(3,600)	(2,520)	(1,440)	(360)	-	
<i>Replacement</i>		-	(1,800)	(2,160)	(2,520)	(2,880)	(3,240)	
Total		-	(7,200)	(3,600)	-	3,600	5,040	
Stormwater Bulldozer	10	150,000	-	-	-	-	-	150,000
<i>Maintenance</i>		-	4,500	9,000	13,500	18,000	22,500	
<i>Efficiency</i>		-	(15,000)	(12,000)	(9,000)	(6,000)	(3,000)	
<i>Risk</i>		-	(15,000)	(12,000)	(9,000)	(6,000)	(3,000)	
<i>Replacement</i>		-	(9,000)	(10,500)	(12,000)	(13,500)	(15,000)	
Total		-	(34,500)	(25,500)	(16,500)	(7,500)	1,500	
Slip Lining/Pipe Replacement	30+	150,000	165,000	182,000	200,000	220,000	242,000	1,159,000
<i>Maintenance</i>		-	1,500	4,650	9,620	16,590	25,760	
<i>Risk</i>		-	(15,000)	(31,500)	(48,200)	(66,550)	(85,230)	
<i>Replacement</i>		-	(22,500)	(48,750)	(79,200)	(114,170)	(154,140)	
Total		-	(36,000)	(75,600)	(117,780)	(164,130)	(213,610)	
Swale/Driveway Culverts	30+	150,000	165,000	182,000	200,000	200,000	242,000	1,139,000
<i>Maintenance</i>		-	1,500	4,650	9,620	16,590	25,560	
<i>Risk</i>		-	(15,000)	(31,500)	(48,200)	(66,550)	(83,230)	
<i>Replacement</i>		-	(22,500)	(48,750)	(79,200)	(114,170)	(151,140)	
Total		-	(36,000)	(75,600)	(117,780)	(164,130)	(208,810)	
Stormwater Pond Fountains	10	5,300	-	-	-	-	-	5,300
<i>Maintenance</i>		-	159	318	477	636	795	
<i>Efficiency</i>		-	(530)	(424)	(318)	(212)	(106)	
<i>Replacement</i>		-	(318)	(371)	(424)	(477)	(530)	
Total		-	(689)	(477)	(265)	(53)	159	
Canal Restoration	30+	11,500,000	11,500,000	-	-	-	-	23,000,000
<i>Maintenance</i>		-	115,000	345,000	575,000	805,000	1,035,000	
<i>Risk</i>		-	(1,150,000)	(2,300,000)	(2,185,000)	(2,070,000)	(1,955,000)	
<i>Replacement</i>		-	(1,725,000)	(3,565,000)	(3,795,000)	(4,025,000)	(4,255,000)	
Total		-	(2,760,000)	(5,520,000)	(5,405,000)	(5,290,000)	(5,175,000)	
Stonecrop Drainage Improvement	30+	1,460,586	-	-	-	-	-	1,460,586
<i>Maintenance</i>		-	14,606	29,212	43,818	58,423	73,029	
<i>Risk</i>		-	(146,059)	(146,059)	(131,453)	(131,453)	(116,847)	
<i>Replacement</i>		-	(219,088)	(233,694)	(248,300)	(262,905)	(277,511)	
Total		-	(350,541)	(350,541)	(335,935)	(335,935)	(321,329)	
Tulip Drive Crossing	30+	-	250,000	-	-	-	-	250,000
<i>Maintenance</i>		-	-	2,500	5,000	7,500	10,000	
<i>Risk</i>		-	-	(25,000)	(25,000)	(22,500)	(22,500)	
<i>Replacement</i>		-	-	(37,500)	(40,000)	(42,500)	(45,000)	
Total		-	-	(60,000)	(60,000)	(57,500)	(57,500)	
Bayfront Road Crossing	30+	-	-	250,000	-	-	-	250,000
<i>Maintenance</i>		-	-	-	2,500	5,000	7,500	
<i>Risk</i>		-	-	-	(25,000)	(25,000)	(22,500)	
<i>Replacement</i>		-	-	-	(37,500)	(40,000)	(42,500)	
Total		-	-	-	(60,000)	(60,000)	(57,500)	
Ocean Cove Drainage	30+	-	-	-	350,000	-	-	350,000
<i>Maintenance</i>		-	-	-	-	3,500	7,000	
<i>Risk</i>		-	-	-	-	(35,000)	(35,000)	
<i>Replacement</i>		-	-	-	-	(52,500)	(56,000)	
Total		-	-	-	-	(84,000)	(84,000)	

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

<u>List of Projects</u>	Life	<u>FY 2022-23</u>	<u>FY 2023-24</u>	<u>FY 2024-25</u>	<u>FY 2025-26</u>	<u>FY 2026-27</u>	<u>FY 2027-28</u>	<u>Capital Totals</u>
	<u>Years</u>							
Golf Course								
Golf Carts	5	-	135,684	63,996	66,684	68,611	65,025	400,000
<i>Maintenance</i>		-	-	6,784	16,768	30,086	46,835	
<i>Efficiency</i>		-	-	(13,568)	(15,897)	(16,575)	(15,446)	
<i>Risk</i>		-	-	(13,568)	(15,897)	(16,575)	(15,446)	
<i>Replacement</i>		-	-	(6,784)	(11,341)	(16,672)	(22,766)	
Total		-	-	(27,137)	(26,368)	(19,736)	(6,822)	
Golf Shop Carpet	n/a	3,000	-	-	-	-	-	3,000
Range Netting	20	77,000	-	-	-	-	-	77,000
<i>Maintenance</i>		-	2,310	4,620	6,930	9,240	11,550	
<i>Risk</i>		-	(7,700)	(6,160)	(4,620)	(3,080)	(1,540)	
<i>Replacement</i>		-	(4,620)	(5,390)	(6,160)	(6,930)	(7,700)	
Total		-	(10,010)	(6,930)	(3,850)	(770)	2,310	
Golf Maintenance Equipment	7	3,500	11,000	-	-	-	-	14,500
<i>Maintenance</i>		-	105	540	975	1,410	1,845	
<i>Risk</i>		-	(350)	(1,380)	(1,090)	(800)	(510)	
<i>Replacement</i>		-	(210)	(905)	(1,050)	(1,195)	(1,340)	
Total		-	(455)	(1,745)	(1,165)	(585)	(5)	
Airport								
Runway Debris Blower	7	9,500	-	-	-	-	-	9,500
<i>Maintenance</i>		-	475	950	1,425	1,900	2,375	
<i>Risk</i>		-	(950)	(665)	(380)	(95)	-	
<i>Replacement</i>		-	(475)	(570)	(665)	(760)	(855)	
Total		-	(950)	(285)	380	1,045	1,520	
Aircraft Wash Rack	10	-	-	-	125,000	-	-	125,000
<i>Maintenance</i>		-	-	-	-	8,750	17,500	
<i>Efficiency</i>		-	-	-	-	(12,500)	(7,500)	
<i>Risk</i>		-	-	-	-	(12,500)	(7,500)	
<i>Replacement</i>		-	-	-	-	(5,000)	(6,250)	
Total		-	-	-	-	(21,250)	(3,750)	
Airport Equipment Shelter	10	-	-	-	50,000	-	-	50,000
<i>Maintenance</i>		-	-	-	-	3,500	7,000	
<i>Efficiency</i>		-	-	-	-	(5,000)	(3,000)	
<i>Risk</i>		-	-	-	-	(5,000)	(3,000)	
<i>Replacement</i>		-	-	-	-	(2,000)	(2,500)	
Total		-	-	-	-	(8,500)	(1,500)	
Square Hangars	30+	1,000,000	-	-	-	-	-	1,000,000
<i>Maintenance</i>		-	10,000	20,000	30,000	40,000	50,000	
<i>Efficiency</i>		-	(100,000)	(100,000)	(90,000)	(90,000)	(80,000)	
<i>Replacement</i>		-	(150,000)	(160,000)	(170,000)	(180,000)	(190,000)	
Total		-	(240,000)	(240,000)	(230,000)	(230,000)	(220,000)	
Design/Build Shade Hangar	30+	-	-	-	1,100,000	-	-	1,100,000
<i>Maintenance</i>		-	-	-	-	11,000	22,000	
<i>Efficiency</i>		-	-	-	-	(110,000)	(110,000)	
<i>Replacement</i>		-	-	-	-	(165,000)	(176,000)	
Total		-	-	-	-	(264,000)	(264,000)	

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

<u>List of Projects</u>	Life <u>Years</u>	<u>FY 2022-23</u>	<u>FY 2023-24</u>	<u>FY 2024-25</u>	<u>FY 2025-26</u>	<u>FY 2026-27</u>	<u>FY 2027-28</u>	<u>Capital Totals</u>
Airport (Continued)								
Runway 13-31 Design	30+	-	-	-	-	250,000	-	250,000
<i>Maintenance</i>		-	-	-	-	-	7,500	
<i>Risk</i>		-	-	-	-	-	(25,000)	
<i>Replacement</i>		-	-	-	-	-	(15,000)	
<i>Total</i>		-	-	-	-	-	(32,500)	
Runway 13-31 Construction	30+	-	-	-	-	1,500,000	1,500,000	3,000,000
<i>Maintenance</i>		-	-	-	-	-	45,000	
<i>Risk</i>		-	-	-	-	-	(150,000)	
<i>Replacement</i>		-	-	-	-	-	(90,000)	
<i>Total</i>		-	-	-	-	-	(195,000)	
Runway 10-28/Taxiway Bravo	10	41,400	-	-	-	-	-	41,400
<i>Maintenance</i>		-	1,242	2,484	3,726	4,968	6,210	
<i>Risk</i>		-	(4,140)	(3,312)	(2,484)	(1,656)	(828)	
<i>Replacement</i>		-	(2,484)	(2,898)	(3,312)	(3,726)	(4,140)	
<i>Total</i>		-	(5,382)	(3,726)	(2,070)	(414)	1,242	
Runway 05-23 Rehabilitation	30+	1,585,455	1,585,455	-	-	-	-	3,170,910
<i>Maintenance</i>		-	47,564	142,691	237,818	332,946	428,073	
<i>Risk</i>		-	(95,127)	(206,109)	(237,818)	(269,527)	(301,236)	
<i>Replacement</i>		-	(237,818)	(491,491)	(523,200)	(554,909)	(586,618)	
<i>Total</i>		-	(285,382)	(554,909)	(523,200)	(491,491)	(459,782)	
Design Taxiway Golf	30+	-	-	218,891	-	-	-	218,891
<i>Maintenance</i>		-	-	-	6,567	13,133	19,700	
<i>Risk</i>		-	-	-	(13,133)	(15,322)	(17,511)	
<i>Replacement</i>		-	-	-	(32,834)	(35,023)	(37,211)	
<i>Total</i>		-	-	-	(39,400)	(37,211)	(35,023)	
Construct Taxiway Golf	30+	-	-	-	987,520	987,520	-	1,975,040
<i>Maintenance</i>		-	-	-	-	29,626	88,877	
<i>Risk</i>		-	-	-	-	(59,251)	(128,378)	
<i>Replacement</i>		-	-	-	-	(148,128)	(306,131)	
<i>Total</i>		-	-	-	-	(177,754)	(345,632)	
Reconstruct Alpha Apron	30+	-	-	1,409,000	-	-	-	1,409,000
<i>Maintenance</i>		-	-	-	42,270	84,540	126,810	
<i>Risk</i>		-	-	-	(84,540)	(98,630)	(112,720)	
<i>Replacement</i>		-	-	-	(211,350)	(225,440)	(239,530)	
<i>Total</i>		-	-	-	(253,620)	(239,530)	(225,440)	
Totals for All Years		-	(4,582,447)	(7,801,250)	(8,017,569)	(8,127,601)	(7,993,305)	54,948,416



CITY OF SEBASTIAN, FLORIDA
ANNUAL BUDGET
FISCAL YEAR 2022-2023

SCHEDULES

CITY OF SEBASTIAN, FLORIDA 2022/2023 ANNUAL BUDGET

SCHEDULE ONE

SUMMARY OF MILLAGE RATES AND TAX COLLECTIONS

<u>Fiscal Year</u>	<u>Millage Rate</u>	<u>Tax Collection</u>	
1998	6.9000	2,810,622	
1999	6.5000	2,729,769	
2000	5.0000	2,323,566	
2001	5.0000	2,514,960	
2002	4.5904	2,526,276	
2003	4.5904	2,752,423	
2004	4.5904	3,169,977	
2005	4.5904	3,729,917	
2006	3.9325	4,306,213	
2007	3.0519	4,537,100	
2008	2.9917	4,645,663	
2009	3.3456	4,276,800	
2010	3.3456	3,716,797	
2011	3.3041	3,144,864	
2012	3.3041	2,799,146	
2013	3.7166	2,947,248	
2014	3.7166	2,975,299	
2015	3.8556	3,295,549	
2016	3.8556	3,530,235	
2017	3.8000	3,726,976	
2018	3.4000	3,941,543	
2019	3.1514	3,941,543	
2020	2.9399	3,867,257	
2021	3.1514	4,533,635	
2022	3.0043	4,701,435	
2023	2.905	5,146,342	Estimated

CITY OF SEBASTIAN, FLORIDA 2022/2023 ANNUAL BUDGET

SCHEDULE TWO

LONG TERM DEBT SERVICE DETAIL

<u>Description</u>	<u>Date of Issue</u>	<u>Principal</u>	<u>Interest</u>	FY 2022-23 <u>Total Debt Service</u>
Notes Payable Outstanding as of 09/30/22:				
\$1,689,000 Paving Improvements Bank Notes	05/11/2012	237,000	5,801	122,174
\$215,975 Police VxRail Hardware/Software	03/01/2020	<u>37,468</u>	<u>5,727</u>	<u>43,195</u>
Total Debt Service Payments		<u>\$720,269</u>	<u>\$19,252</u>	<u>\$739,521</u>

CITY OF SEBASTIAN, FLORIDA 2022/2023 ANNUAL BUDGET

**SCHEDULE THREE
DEBT SERVICE PAYMENT SCHEDULE**

\$2,296,000 Paving Improvements Promissory Notes

Date	Principal	Interest	Total	Fiscal Year Total
02/01/2022	\$121,000.00	\$1,173.70	\$122,173.70	\$122,173.70
Total	\$121,000.00	\$1,176.70	\$122,173.70	\$122,173.70

\$196,878 Police VxRail Hardware/Software

Date	Principal	Interest	Total	Fiscal Year Total
12 Months of 2022	\$37,467.96	\$5,727.06	\$43,195.02	\$43,195.02
12 Months of 2023	\$39,287.22	\$3,907.81	\$43,195.03	\$43,195.03
12 Months of 2024	\$41,194.81	\$2,000.21	\$43,195.02	\$43,195.02
Total	\$117,949.99	\$11,635.08	\$129,585.07	\$129,585.079

CITY OF SEBASTIAN, FLORIDA 2022/2023 ANNUAL BUDGET

**SCHEDULE FOUR
OPERATING LEASE PAYMENTS SCHEDULE**

Operating Lease Description	FY 2022-23	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27
Governmental Funds:					
Airport Land Lease for Pickle Ball Facility	\$ 6,795	\$ 6,795	\$ 6,795	\$ 6,795	\$ 6,795
Airport Land Lease for Police Storage	576	576	576	576	576
Airport Land Lease for Public Facilities Storage	6,000	6,000	6,000	6,000	6,000
Airport Land Lease for Public Works Facility	<u>56,860</u>	<u>56,860</u>	<u>56,860</u>	<u>56,860</u>	<u>56,860</u>
Total Governmental Activities Lease Payments	\$ 70,231	\$ 70,231	\$ 70,231	\$ 70,231	\$ 70,231
Business-type Activities:					
Airport Land Lease by Golf Course	\$ 106,135	\$ 106,135	\$ 106,135	\$ 106,135	\$ 106,135
Total Business-type Activities Lease Payments	\$ 106,135	\$ 106,135	\$ 106,135	\$ 106,135	\$ 106,135

**GENERAL FUND
PROJECTED BALANCES
FISCAL YEARS 2023-2028**

	FY 20-21	FY 21-22	FY 22-23	FY 23-24	FY 24-25	FY 25-26	FY 26-27	FY 27-28
Property Taxes (3.5% Growth) 2.9050	\$ 4,533,634	\$ 4,701,435	\$ 5,146,342	\$ 5,326,464	\$ 5,512,890	\$ 5,705,841	\$ 5,905,546	\$ 6,112,240
Franchise Fees (3.0% Growth)	1,384,529	1,505,100	1,567,286	1,614,305	1,670,805	1,729,283	1,789,808	1,852,452
Utility Service Tax (3.0% Growth)	3,030,261	3,073,620	3,210,987	3,307,317	3,406,536	3,508,732	3,613,994	3,722,414
Intergovernmental (3.5% Growth)	3,523,088	3,684,965	3,811,968	3,945,387	4,063,748	4,185,661	4,311,231	4,440,568
Investment Income(1% Growth)	14,386	17,450	27,500	27,775	28,053	28,333	28,617	28,903
Other Revenue (2% Growth)	1,139,120	1,187,590	1,090,070	1,111,871	1,134,109	1,156,791	1,179,927	1,203,525
Charges to Cemetery	85,000	90,000	95,000	100,000	105,000	110,000	115,000	120,000
Transfers from Golf Course	-	35,000	35,000	35,000	35,000	35,000	35,000	35,000
Transfers from Airport	150,000	-	-	-	-	-	-	-
FEMA and State Reimbursements	-	146,677	-	-	-	-	-	-
GENERAL FUND REVENUE	\$13,860,018	\$ 14,441,837	\$ 14,984,153	\$ 15,468,118	\$ 15,956,142	\$ 16,459,642	\$ 16,979,123	\$ 17,515,101
Personnel (Insurance 5%, No Pay Change, Then 3%)	\$ 9,850,753	\$ 10,102,411	\$ 11,275,955	\$ 11,641,853	\$ 12,018,729	\$ 12,406,910	\$ 12,806,737	\$ 13,218,559
Operating Expenditures (2% Annual Increase)	2,616,919	3,000,232	3,328,324	3,394,890	3,462,788	3,532,044	3,602,685	3,674,739
Total Operation and Maintenance	\$12,467,672	\$ 13,102,643	\$ 14,604,279	\$ 15,036,744	\$ 15,481,517	\$ 15,938,954	\$ 16,409,422	\$ 16,893,298
City Manager Vehicle		35,140						
Police Personnel Equipment	25,220	31,640	70,050	21,000	31,000	8,500	8,500	8,500
Replaced Police Cruiser		60,338						
Police Investigative Equipment		9,137	13,000					
COPE Vehicles Graphic Wrap			5,000					
Police Golf Cart	7,457							
Police Transport Trailer			2,500					
Police Detective Computer/Software	9,500							
Police Station Sign		7,500						
Public Works Roads Equipment	10,376	27,450						
Public Works Traffic Sensors			3,880					
Public Works Pedestrian Crosswalk Post			4,048					
Public Works Crosswalk Flashing Beacon			10,996					
Public Works Roads Vehicle	33,401	35,000						
Public Works Fleet Diagnostic Scanners			20,000		2,000		10,000	
Public Facilities Repairs	10,400							
Public Facilities Air Conditioners	64,185							
Public Facilities Stairwell Evacuation Chairs		3,105						
Public Facilities Ice & Water Dispenser		5,233						
Public Facilities City Hall Second Floor Carpet			45,000					
Public Facilities Maintenance Vehicles			34,000					
Public Facilities Senior Center Carpet			10,500					69,000
Leisure Services Parks Equipment	21,408	33,839	76,000	14,000			28,000	20,000
Leisure Services Vehicles	27,651	23,260	34,000	35,000				
Leisure Services Portable Stage Refurbishment		14,000						
Leisure Services Easy Street Fountain Lights		6,962						
Leisure Services Baseball Scoreboard		3,128						
Leisure Services Special Event Carts			2,400					
Leisure Services Community Center Lighting			5,000					
Barber Street Football Goal Posts			8,500					
Leisure Services Lightning Protection System	5,663							
Yacht Club Seawall Replacement	40,291							
Yacht Club Interior Improvements			20,000					
Community Development Vehicle		28,000						
Yacht Club Repairs		318,672						
Natural Vegetation/CID Demonstration			15,000					
Prowatch Gate Security		19,723						
Airport Air Conditioner		3,643						
Added Funds on JAG Grant		671						
TOTAL EXPENDITURES FY 21	\$12,723,224							
TOTAL EXPENDITURES FY 22		\$ 13,769,084						
TOTAL EXPENDITURES FY 23			\$ 14,984,153					
TOTAL EXPENDITURES FY 24				\$ 15,106,744				
TOTAL EXPENDITURES FY 25					\$ 15,514,517			
TOTAL EXPENDITURES FY 26						\$ 15,947,454		
TOTAL EXPENDITURES FY 27							\$ 16,455,922	
TOTAL EXPENDITURES FY 28								\$ 16,990,798
BEGINNING FUND BALANCE	\$ 5,703,001	\$ 6,839,795	\$ 7,512,548	\$ 7,512,548	\$ 7,873,923	\$ 8,315,547	\$ 8,827,735	\$ 9,350,936
TOTAL REVENUES	13,860,018	14,441,837	14,984,153	15,468,118	15,956,142	16,459,642	16,979,123	17,515,101
TOTAL EXPENDITURES	12,723,224	13,769,084	14,984,153	15,106,744	15,514,517	15,947,454	16,455,922	16,990,798
UNRESTRICTED RESERVE BALANCE PER CAFR	\$ 6,839,795	\$ 7,512,548	\$ 7,512,548	\$ 7,873,923	\$ 8,315,547	\$ 8,827,735	\$ 9,350,936	\$ 9,875,239
Assigned Funds (Inventory, Prepays & Receivables)	965,002	930,002	895,002	860,002	825,002	790,002	755,002	720,002
Available for Emergencies	\$ 5,874,793	\$ 6,582,546	\$ 6,617,546	\$ 7,013,921	\$ 7,490,545	\$ 8,037,733	\$ 8,595,934	\$ 9,155,237
Revenue vs Expenditures	1,136,794	672,753	-	361,375	441,625	512,188	523,200	524,304
Assigned Funds:								
Law Enforcement	110,994	110,994	110,994	110,994	110,994	110,994	110,994	110,994
Law Enforcement	12,157	12,157	12,157	12,157	12,157	12,157	12,157	12,157
Due from Golf Course	500,000	465,000	430,000	395,000	360,000	325,000	290,000	255,000
Inventory	55,385	55,385	55,385	55,385	55,385	55,385	55,385	55,385
Prepays	286,466	286,466	286,466	286,466	286,466	286,466	286,466	286,466
Total	965,002	930,002	895,002	860,002	825,002	790,002	755,002	720,002

**AMERICAN RESCUE PLAN FUND
PROJECTED BALANCES
FISCAL YEARS 2023-2028**

	FY 20-21	FY 21-22	FY 22-23	FY 23-24	FY 24-25	FY 25-26	FY 26-27	FY 27-28
Fiscal Recovery Payments	\$ 1,666,064	\$ 1,666,064	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Investment Income	1,613	8,677	-	16	17	17	17	17
Total Revenues	\$ 1,667,677	\$ 1,674,741	-	16	17	17	17	17
Premium Payments								
Essential Workers Pay/Benefits		481,011						
Infrastructure Investment:								
Road Improvements		500,000						
Gardenia Ditch Solution		750,000						
Schumann Drive		750,000						
Concha Dam		700,000						
Contingency		154,815						
TOTAL EXPENDITURES FY21	\$ -							
TOTAL EXPENDITURES FY22		\$ 3,335,826						
TOTAL EXPENDITURES FY23			\$ -					
TOTAL EXPENDITURES FY24				\$ -				
TOTAL EXPENDITURES FY25					\$ -			
TOTAL EXPENDITURES FY26						\$ -		
TOTAL EXPENDITURES FY27							\$ -	
TOTAL EXPENDITURES FY28								\$ -
BEGINNING FUND BALANCE	\$ -	\$ 1,667,677	\$ 6,592	\$ 6,592	\$ 6,608	\$ 6,625	\$ 6,642	\$ 6,658
TOTAL REVENUES	1,667,677	1,674,741	-	16	17	17	17	17
TOTAL EXPENDITURES	-	3,335,826	-	-	-	-	-	-
ENDING FUND BALANCE	\$ 1,667,677	\$ 6,592	\$ 6,592	\$ 6,608	\$ 6,625	\$ 6,642	\$ 6,658	\$ 6,675

**LOCAL OPTION GAS TAX FUND
PROJECTED BALANCES
FISCAL YEARS 2023-2028**

	FY 20-21	FY 21-22	FY 22-23	FY 23-24	FY 24-25	FY 25-26	FY 26-27	FY 27-28
Local Option Gas Taxes (+3.5% After 2023)	\$ 741,313	\$ 751,340	\$ 777,637	\$ 804,854	\$ 833,024	\$ 862,180	\$ 892,356	\$ 923,589
FDOT Lighting Agreement	14,105	14,528	14,964	15,413	15,875	16,351	16,842	17,347
Investment Income	502	3,100	2,479	1,870	1,634	1,471	1,285	1,275
Total Revenues	\$ 755,920	\$ 768,968	\$ 795,080	\$ 822,137	\$ 850,533	\$ 880,002	\$ 910,484	\$ 942,211
R/R Crossing Maintenance	\$ 5,400	\$ 5,400	\$ 5,400	\$ 5,400	\$ 5,400	\$ 5,400	\$ 5,400	\$ 5,400
Road Condition Assessment		38,900				38,900		
Road Signs and Markings	96,564	-	-	-	-	-	-	-
Total Operational and Maintenance	\$ 101,964	\$ 44,300	\$ 5,400	\$ 5,400	\$ 5,400	\$ 44,300	\$ 5,400	\$ 5,400
Debt Payment - Final FY22-23	243,398	242,801	122,174					
Riverview Park Sidewalks	46,581							
Portable Traffic Analyzers (2)		4,870						
Street Reconstruction*			250,000	250,000	250,000	250,000	250,000	250,000
6 Year Street Repaving Program	447,609	-	600,000	600,000	600,000	600,000	600,000	600,000
School Zone Lights	34,372							
Sidewalk Construction/Repair	31,756	112,724	75,000	75,000	75,000	75,000	75,000	75,000
TOTAL EXPENDITURES FY21	\$ 905,680							
TOTAL EXPENDITURES FY22		\$ 404,695						
TOTAL EXPENDITURES FY23			\$ 1,052,574					
TOTAL EXPENDITURES FY24				\$ 930,400				
TOTAL EXPENDITURES FY25					\$ 930,400			
TOTAL EXPENDITURES FY26						\$ 969,300		
TOTAL EXPENDITURES FY27							\$ 930,400	
TOTAL EXPENDITURES FY28								\$ 930,400
BEGINNING FUND BALANCE	388,403	238,643	602,916	345,422	237,159	157,292	67,994	48,078
BUDGET RESERVE - 5% OF REVENUE	37,066	37,567	38,882	40,243	41,851	43,109	44,618	46,179
UNRESTRICTED RESERVE BALANCE	\$ 351,337	\$ 201,076	\$ 564,034	\$ 305,179	\$ 195,507	\$ 114,183	\$ 23,377	\$ 1,899
TOTAL REVENUES	755,920	768,968	795,080	822,137	850,533	880,002	910,484	942,211
TOTAL EXPENDITURES+TRANSFERS	905,680	404,695	1,052,574	930,400	930,400	969,300	930,400	930,400
ENDING FUND BALANCE	\$ 201,577	\$ 565,349	\$ 306,540	\$ 196,916	\$ 115,641	\$ 24,885	\$ 3,460	\$ 13,709

**DISCRETIONARY SALES TAX FUND (DST)
PROJECTED BALANCES
FISCAL YEARS 2023-2028**

	<u>FY 20-21</u>	<u>FY 21-22</u>	<u>FY 22-23</u>	<u>FY 23-24</u>	<u>FY 24-25</u>	<u>FY 25-26</u>	<u>FY 26-27</u>	<u>FY 27-28</u>
DST Revenue (3.0% Growth)	\$ 4,037,460	\$ 5,010,327	\$ 5,160,637	\$ 5,315,456	\$ 5,474,920	\$ 5,639,167	\$ 5,808,342	\$ 5,982,592
Principal on \$285,000 Airport Loan 09/29/08	7,279	7,570	7,873	10,188	10,596	11,019	11,460	11,919
Interest from \$285,000 Airport Advance	10,721	10,430	10,127	9,812	9,404	8,981	8,540	8,081
Principal on \$267,511 Airport Loan 01/05/11	2,105	8,189	8,517	8,858	9,212	9,580	11,964	12,442
Interest from \$267,511 Airport Advance	10,395	10,311	9,983	9,642	9,288	8,920	8,536	8,058
Investment Income	14,082	12,000	61,709	9,807	12,056	20,185	30,317	40,205
DST PROJECTED REVENUE	\$ 4,082,042	\$ 5,058,827	\$ 5,258,846	\$ 5,363,763	\$ 5,525,475	\$ 5,697,853	\$ 5,879,159	\$ 6,063,297
Stormwater Debt	\$ 400,961	\$ 233,403	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Server/Host Update - Vx Rail Lease	43,195	43,195	43,195	43,195	45,355	45,355	45,355	45,355
Email Archive System		60,000						
Backup System Update			40,000					
Exchange Server	28,338							
City Computers	31,053	45,000	35,000	45,000	35,000	45,000	35,000	45,000
Audio Visual Equipment	75,973							
COSTv Equipment	11,679	10,000	15,000	15,000	15,000	15,000	15,000	15,000
Phone System	-	100,000						
Network Infrastructure	34,713	30,000	30,000	30,000	30,000	30,000	30,000	30,000
Over-the-Air Connections	-	14,990						
Core and Remote Switches				25,000	25,000			
Security Cameras at Parks			28,700	10,000	10,000	10,000	10,000	10,000
Scale Computing Platform		113,876						
CAD/RMS System Update		139,200	60,775	60,775	60,775	60,775	60,775	60,775
Police Vehicle/Body Cameras - 5% More	41,191	78,583	88,183	88,183	88,183	92,592	92,592	92,592
Police Vehicles - 3 Added	-	654,982	512,200	333,060	349,713	367,199	385,559	404,837
Road Patrol Armored Vehicle			310,000					
Police COPE Trailer		20,500						
Police Utility Vehicle		18,000						
Evidence Compound Work	32,133	5,839						
Street Reconstruction	500,000							
Roads Concrete Mixer Truck			376,000					
Roads Division Wheel Loader		203,306						
Roads Division Bucket Truck			190,000					
Roads Division Dump Truck			142,000					
Brush Truck for Roads Dept.			115,000					
Paveway System on Highway 1				358,200				
Railroad Crossing Sidewalk			90,000					
Sidewalk Fronting Davita Dialysis			200,000					
Facilities Maintenance Truck	-	61,225						
Public Facilities Compound	2,902,828	6,491,630						
Emergency Generators			200,000					
Air Conditioner Replacement			25,000	25,000	25,000			
Barber Street Lightning System	24,000							
Working Waterfront	280,533							
CDBG Sidewalks	17,849	7,151						
Harrison Street Park Plaza Design	0	0						
Tree Protection Plan	41,070	94,285						
City Entrance Signs	38,300	5,700						
City Hall Electronic Marquee Sign	29,341							
Stormwater Bulldozer			150,000					
Sliplining or Pipe Replacement	87,045	250,000	150,000	165,000	182,000	200,000	220,000	242,000
Swales and Culverts			150,000	165,000	182,000	200,000	200,000	242,000
Canal Restoration	-	-	500,000	500,000				
Tulip Road Crossing				250,000				
Bayfront Road Crossing					250,000			
Ocean Cove						350,000		
Stormwater Master Plan	9,863	340,137						
Stonecrop Drainage - Phase II			365,146					
Construction of Hangar "D", Then Office	116,518	286,663						
Construct Two Square Hangars	6,419	144,000	500,000					
Engineer and Construct Shade Hangar		49,084				220,000		
Construct Taxi Lane/Repair Taxiway Alpha	-	36,552						
Establish Sewer Services	-	430,017						
Design Road and Utilities Along Runway 13-31							50,000	
Construct Road and Utilities Along Runway 13-31							300,000	300,000
Reconstruct Runway 05-23			79,273	79,273				
Reconstruct Alpha Apron					250,000			
Design/Construct Taxiway Golf on Runway 13-31					10,945	197,520	197,520	
TOTAL EXPENDITURES FY 21	4,753,002							
TOTAL EXPENDITURES FY 22		9,967,318						
TOTAL EXPENDITURES FY 23			4,395,472					
TOTAL EXPENDITURES FY 24				2,192,686				
TOTAL EXPENDITURES FY 25					1,558,971			
TOTAL EXPENDITURES FY 26						1,833,441		
TOTAL EXPENDITURES FY 27							1,641,801	
TOTAL EXPENDITURES FY 28								1,487,559
BEGINNING FUND BALANCE	\$ 6,897,976	\$ 6,217,632	\$ 1,293,382	\$ 2,140,366	\$ 5,311,443	\$ 9,277,947	\$ 13,142,358	\$ 17,379,717
BUDGET RESERVE - 5% OF REVENUE	201,873	250,516	258,032	265,773	273,746	281,958	290,417	299,130
RESERVE FOR ADVANCES	518,507	502,748	486,358	467,312	447,504	426,905	403,481	379,120
UNRESTRICTED RESERVE BALANCE	\$ 6,177,596	\$ 5,464,368	\$ 548,992	\$ 1,407,281	\$ 4,590,193	\$ 8,569,084	\$ 12,448,460	\$ 16,701,467
TOTAL REVENUES - Excluding Principal	4,072,658	5,043,068	5,242,456	5,363,763	5,525,475	5,697,853	5,879,159	6,063,297
TOTAL EXPENDITURES	4,753,002	9,967,318	4,395,472	2,192,686	1,558,971	1,833,441	1,641,801	1,487,559
ENDING FUND BALANCE	\$ 5,497,252	\$ 540,118	\$ 1,395,976	\$ 4,578,358	\$ 8,556,697	\$ 12,433,495	\$ 16,685,819	\$ 21,277,205
Cash on Hand	\$ 5,699,125	\$ 790,634	\$ 1,654,008	\$ 4,844,131	\$ 8,830,443	\$ 12,715,453	\$ 16,976,236	\$ 21,576,335
Advances to Other Funds - Balance After FY 27-28:					\$285,000 Airport Advance 09/29/08			190,117
					\$267,511 Airport Advance 01/05/11			166,513

**RIVERFRONT CRA FUND
PROJECTED BALANCES
FISCAL YEARS 2023-2028**

	FY 20-21	FY 21-22	FY 22-23	FY 23-24	FY 24-25	FY 25-26	FY 26-27	FY 27-28
Tax Increment from City (9% Growth, then 5%)	\$ 215,305	\$ 192,832	\$ 190,290	\$ 199,805	\$ 209,795	\$ 220,284	\$ 231,299	\$ 242,864
Tax Increment from County	242,367	192,832	190,290	199,805	209,795	220,284	231,299	242,864
Rents	36,000	36,000	36,000	36,000	36,000	36,000	36,000	36,000
Investment Income	1,466	4,780	7,124	9,597	12,644	4,163	7,957	11,946
PROJECTED REVENUE	\$ 495,138	\$ 426,444	\$ 423,704	\$ 445,206	\$ 468,234	\$ 480,732	\$ 506,554	\$ 533,673
Engineering Report on Restaurant		30,000						
Façade/Sign Improvement Program	5,323	40,000						
Sewer Connection Program *	7,211	68,366						
Special Events	32,125	50,000	50,000	50,000	50,000	50,000	50,000	50,000
Operating Expenditures	220,802	239,971	210,918	213,469	214,072	216,059	218,106	220,862
Wayfinding Signage	61,608	37,944						
Working Waterfront Improvements	43,765	50,000						
Kiosk Signs			15,000					
Riverview Park Sidewalk Replacement	32,041							
Sewer Conversion Study	29,679	27,821						
Riverfront Event Space					700,000			
TOTAL EXPENDITURES FY21	\$ 432,554							
TOTAL EXPENDITURES FY22		\$ 544,102						
TOTAL EXPENDITURES FY23			\$ 275,918					
TOTAL EXPENDITURES FY24				\$ 263,469				
TOTAL EXPENDITURES FY25					\$ 964,072			
TOTAL EXPENDITURES FY26						\$ 266,059		
TOTAL EXPENDITURES FY27							\$ 268,106	
TOTAL EXPENDITURES FY28								\$ 270,862
BEGINNING FUND BALANCE	\$ 478,660	\$ 541,244	\$ 423,586	\$ 571,372	\$ 753,109	\$ 257,271	\$ 471,944	\$ 710,393
BUDGET RESERVE - 5% OF TAX INCREMENT	22,884	19,283	19,029	19,980	20,979	22,028	23,130	24,286
UNRESTRICTED RESERVE BALANCE	\$ 455,776	\$ 521,961	\$ 404,557	\$ 551,392	\$ 732,130	\$ 235,242	\$ 448,814	\$ 686,106
ANNUAL REVENUES	495,138	426,444	423,704	445,206	468,234	480,732	506,554	533,673
ANNUAL EXPENDITURES	432,554	544,102	275,918	263,469	964,072	266,059	268,106	270,862
ENDING FUND BALANCE	\$ 518,360	\$ 404,303	\$ 552,343	\$ 733,129	\$ 236,291	\$ 449,916	\$ 687,263	\$ 948,918

Detail on Operating Expenditures:

Indian River County Tax Assessor	\$ 5,000	\$ 5,000	\$ 5,000	\$ 5,000	\$ 5,000	\$ 5,000	\$ 5,000	\$ 5,000
Audit Fees	5,000	5,000	5,000	5,000	5,000	5,000	5,000	5,000
City of Sebastian Administration	89,725	92,655	62,431	64,304	66,233	68,220	70,267	72,375
Landscaping	96,196	99,942	99,942	99,942	99,942	99,942	99,942	99,942
Working Waterfront Maintenance	18,020	20,000	20,000	20,000	20,000	20,000	20,000	20,000
Other Facility Maintenance	-	10,000	10,000	10,000	10,000	10,000	10,000	10,000
Submerged Land Leases	4,302	4,302	4,950	5,628	4,302	4,302	4,302	4,950
Travel	-	-	500	500	500	500	500	500
Training and Education	-	395	400	400	400	400	400	400
Legal Advertisements	279	300	300	300	300	300	300	300
Supplies/Postage	7	-	-	-	-	-	-	-
Special District State Fee	175	175	175	175	175	175	175	175
Florida Redevelopment Association Dues	620	620	620	620	620	620	620	620
Landfill Fee for Fisherman's Landing	1,478	1,582	1,600	1,600	1,600	1,600	1,600	1,600
Total Operating Expenditures	\$ 220,802	\$ 239,971	\$ 210,918	\$ 213,469	\$ 214,072	\$ 216,059	\$ 218,106	\$ 220,862

**PARKING IN LIEU OF FUND
PROJECTED BALANCES
FISCAL YEARS 2023-2028**

	FY 20-21	FY 21-22	FY 22-23	FY 23-24	FY 24-25	FY 25-26	FY 26-27	FY 27-28
Payments in Lieu of Parking	\$ 11,798	\$ 25,944	\$ 344	\$ 344	\$ 344	\$ 344	\$ 344	\$ 344
Investment Income	101	143	195	196	197	199	200	201
PROJECTED REVENUE	\$ 11,899	\$ 26,087	\$ 539	\$ 540	\$ 541	\$ 543	\$ 544	\$ 545
Expenditures:								
None Programmed								
PROJECTED DISBURSEMENTS	\$ -	\$ -						
NONEXPENDABLE TRUST FUND:								
BEGINNING FUND BALANCE	\$ 59,679	\$ 71,578	\$ 97,665	\$ 98,204	\$ 98,745	\$ 99,286	\$ 99,829	\$ 100,373
REVENUES	11,899	26,087	539	540	541	543	544	545
EXPENDITURES	-	-	-	-	-	-	-	-
ENDING FUND BALANCE	\$ 71,578	\$ 97,665	\$ 98,204	\$ 98,745	\$ 99,286	\$ 99,829	\$ 100,373	\$ 100,917

Notes:

Crab Stop Paid Off 5/21/2021 Was \$250/month								
807 Indian River Drive from 8/01/21 to 7/01/31 Graham.	95	95	95	95	95	95	95	95
River Park Plaza	100	100	100	100	100	100	100	100
1201 Indian River Drive Sebastian Investment Group	12,800	-	-	-	-	-	-	-
Compassion Healthcare	149	149	149	149	149	149	149	149
	13,144	344	344	344	344	344	344	344

**RECREATION IMPACT FEE FUNDS
PROJECTED BALANCES
FISCAL YEARS 2023-2028**

	FY 20-21	FY 21-22	FY 22-23	FY 23-24	FY 24-25	FY 25-26	FY 26-27	FY 27-28
Recreation Impact Fees	\$ 214,500	\$ 150,000	\$ 150,000	\$ 150,000	\$ 150,000	\$ 150,000	\$ 150,000	\$ 150,000
Investment Income	279	10,000	13,389	18,809	16,249	21,062	23,615	26,295
PROJECTED REVENUE	\$ 214,779	\$ 160,000	\$ 163,389	\$ 168,809	\$ 166,249	\$ 171,062	\$ 173,615	\$ 176,295
Park Improvements	\$ 5,946	\$ 20,000	\$ 20,000	\$ 20,000	\$ 20,000	\$ 20,000	\$ 20,000	\$ 20,000
ADA Swing and Swing Mats	3,672							
Park Identification Signage	93,022	30,000						
Barber Street Baseball Dugouts	18,397							
Barber Street Baseball Backstops		75,000						
Playground Improvements		100,000		200,000	50,000	100,000	100,000	-
Riverview Park Playground								75,000
Swing/Bench Park at Harbor Lights			35,000					
TOTAL EXPENDITURES FY 21	\$ 121,037							
TOTAL EXPENDITURES FY 22		\$ 225,000						
TOTAL EXPENDITURES FY 23			\$ 55,000					
TOTAL EXPENDITURES FY 24				\$ 220,000				
TOTAL EXPENDITURES FY 25					\$ 70,000			
TOTAL EXPENDITURES FY 26						\$ 120,000		
TOTAL EXPENDITURES FY 27							\$ 120,000	
TOTAL EXPENDITURES FY 28								\$ 95,000
BEGINNING FUND BALANCE	\$ 164,044	\$ 257,786	\$ 192,786	\$ 301,175	\$ 249,984	\$ 346,233	\$ 397,295	\$ 450,910
TOTAL REVENUES	214,779	160,000	163,389	168,809	166,249	171,062	173,615	176,295
TOTAL EXPENDITURES	121,037	225,000	55,000	220,000	70,000	120,000	120,000	95,000
ENDING FUND BALANCE	\$ 257,786	\$ 192,786	\$ 301,175	\$ 249,984	\$ 346,233	\$ 397,295	\$ 450,910	\$ 532,205

	FY 20-21	FY 21-22	FY 22-23	FY 23-24	FY 24-25	FY 25-26	FY 26-27	FY 27-28
BEGINNING FUND BALANCE:								
Zone A	\$ 27,013	\$ 44,549	\$ 41,164	\$ 56,409	\$ 31,068	\$ 54,224	\$ 28,659	\$ 51,499
Zone B	36,243	55,488	(996)	16,699	21,605	36,873	52,980	19,992
Zone C	13,435	57,857	13,397	35,123	56,862	40,104	22,089	52,947
Zone D	87,353	99,891	139,221	192,944	140,449	215,032	293,568	326,471
All Zones	\$ 164,044	\$ 257,786	\$ 192,786	\$ 301,175	\$ 249,984	\$ 346,233	\$ 397,295	\$ 450,910
Recreation Impact Fees								
Zone A	\$ 37,375	26,136	26,136	26,136	26,136	26,136	26,136	26,136
Zone B	26,975	18,864	18,864	18,864	18,864	18,864	18,864	18,864
Zone C	49,400	34,545	34,545	34,545	34,545	34,545	34,545	34,545
Zone D	100,750	70,455	70,455	70,455	70,455	70,455	70,455	70,455
All Zones	\$ 214,500	\$ 150,000	\$ 150,000	\$ 150,000	\$ 150,000	\$ 150,000	\$ 150,000	\$ 150,000
Investment Income								
Zone A	\$ 46	\$ 1,728	\$ 2,859	\$ 3,523	\$ 2,019	\$ 3,299	\$ 1,703	\$ 3,003
Zone B	62	2,152	(69)	1,043	1,404	2,243	3,149	1,166
Zone C	23	2,244	930	2,193	3,696	2,440	1,313	3,088
Zone D	149	3,875	9,669	12,050	9,129	13,081	17,449	19,039
All Zones	\$ 279	\$ 10,000	\$ 13,389	\$ 18,809	\$ 16,249	\$ 21,062	\$ 23,615	\$ 26,295
Transfers:								
Zone A	\$ 19,884	\$ 31,250	\$ 13,750	\$ 55,000	\$ 5,000	\$ 55,000	\$ 5,000	\$ 23,750
Zone B	7,791	77,500	1,100	15,000	5,000	5,000	55,000	8,750
Zone C	5,001	81,250	13,750	15,000	55,000	55,000	5,000	23,750
Zone D	88,360	35,000	26,400	135,000	5,000	5,000	55,000	38,750
All Zones	\$ 121,037	\$ 225,000	\$ 55,000	\$ 220,000	\$ 70,000	\$ 120,000	\$ 120,000	\$ 95,000
Ending Balances:								
Zone A	\$ 44,549	\$ 41,164	\$ 56,409	\$ 31,068	\$ 54,224	\$ 28,659	\$ 51,499	\$ 56,889
Zone B	55,488	(996)	16,699	21,605	36,873	52,980	19,992	31,272
Zone C	57,857	13,397	35,123	56,862	40,104	22,089	52,947	66,830
Zone D	99,891	139,221	192,944	140,449	215,032	293,568	326,471	377,215
All Zones	\$ 257,786	\$ 192,786	\$ 301,175	\$ 249,984	\$ 346,233	\$ 397,295	\$ 450,910	\$ 532,205

	7 Year Income Thru FY21	FY 22 Ending Balances	7 Year Income Thru FY22
Zone A	350,074	41,164	246,352
Zone B	205,895	(996)	175,315
Zone C	177,781	13,397	190,593
Zone D	440,673	139,221	430,713

Proves We are Spending Income Received Within Past 7 Years.

**STORMWATER UTILITY REVENUE FUND
PROJECTED BALANCES
FISCAL YEARS 2023-2028**

	FY 20-21	FY 21-22	FY 22-23	FY 23-24	FY 24-25	FY 25-26	FY 26-27	FY 27-28
Stormwater Fees (FY 24-25 \$1 Increase to \$11 fee)	\$ 1,953,246	\$ 1,952,055	\$ 1,952,055	\$ 1,952,055	\$ 2,143,055	\$ 2,143,055	\$ 2,143,055	\$ 2,143,055
Investment Income	5,415	7,880	7,566	6,644	5,785	5,719	5,270	4,727
TOTAL REVENUE FUND REVENUE	\$ 1,958,661	\$ 1,959,935	\$ 1,959,621	\$ 1,958,699	\$ 2,148,840	\$ 2,148,774	\$ 2,148,325	\$ 2,147,782
Personnel	\$ 685,797	\$ 746,485	\$ 913,265	\$ 940,663	\$ 968,883	\$ 997,949	\$ 1,027,888	\$ 1,058,724
Operating Accounts	711,801	800,404	1,218,379	1,218,379	1,218,379	1,218,379	1,218,379	1,218,379
Landscaping Contract	78,222	78,222	78,222	78,222	78,222	78,222	78,222	78,222
NPDES 5 Year Permit			7,988					7,988
Total Operational and Maintenance	\$ 1,475,820	\$ 1,625,111	\$ 2,217,854	\$ 2,237,264	\$ 2,265,484	\$ 2,294,550	\$ 2,324,489	\$ 2,363,313
Computers								
Level, Saw and Pin Locator	3,573							
SW-616 4X4 2006 Pickup Replacement			36,000					
Compact Excavator		80,000						
Aquatic Bucket		6,000						
Bush Hog Tractor Attachment		3,500						
Aeration Fountains		13,500	5,300					
Zippy Head Mowers	38,005							
Lowboy Tractor & Trailer	82,246	129,601						
Transfers Out to Stormwater Projects Fund	16,503	341,610	-	-	-	-	-	-
TOTAL REVENUE FUND EXPENDITURES	\$ 1,616,147	\$ 2,199,322	\$ 2,259,154	\$ 2,237,264	\$ 2,265,484	\$ 2,294,550	\$ 2,324,489	\$ 2,363,313
BEGINNING FUND BALANCE	\$ 1,375,749	1,718,263	\$ 1,478,876	\$ 1,179,343	\$ 900,777	\$ 784,134	\$ 638,357	\$ 462,193
BUDGET RESERVE - 5% OF FEES	97,662	97,603	97,603	97,603	107,153	107,153	107,153	107,153
UNRESTRICTED RESERVE BALANCE	\$ 1,278,087	\$ 1,620,660	\$ 1,381,273	\$ 1,081,740	\$ 793,625	\$ 676,981	\$ 531,204	\$ 355,040
ANNUAL REVENUES	1,958,661	1,959,935	1,959,621	1,958,699	2,148,840	2,148,774	2,148,325	2,147,782
ANNUAL EXPENDITURES	1,616,147	2,199,322	2,259,154	2,237,264	2,265,484	2,294,550	2,324,489	2,363,313
ENDING FUND BALANCE	\$ 1,620,601	\$ 1,381,273	\$ 1,081,740	\$ 803,175	\$ 676,981	\$ 531,204	\$ 355,040	\$ 139,509

**STORMWATER UTILITY PROJECTS FUND
PROJECTED BALANCES**

	FY 20-21	FY 21-22	FY 22-23	FY 23-24	FY 24-25	FY 25-26	FY 26-27	FY 27-28
Transfers In from Stormwater Revenue Fund	\$ 16,503	\$ 341,610	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Transfers In from Discretionary Sales Tax Fund	\$ 96,908	\$ 584,832	\$ 1,165,146	\$ 1,080,000	\$ 614,000	\$ 750,000	\$ 420,000	\$ 484,000
American Rescue Plan		\$ 2,200,000						
Transfers in CRA Fund	\$ 36,890							
Grants	13,767	4,416	12,095,440	11,000,000				
TOTAL PROJECT REVENUE	\$ 164,068	\$ 3,130,858	\$ 13,260,586	\$ 12,080,000	\$ 614,000	\$ 750,000	\$ 420,000	\$ 484,000
Sewer Connection Grants	\$ 44,058							
Stoncrop Drainage 375K DST/FEMA	8,800	\$ 5,888	\$ 1,460,586					
Stormwater Master Plan	19,725	680,275						
Roadway Swale/Culvert Work DST	4,440	244,695	150,000	165,000	182,000	200,000	200,000	242,000
Sliplining or Pipe Replacement DST	87,045		150,000	165,000	182,000	200,000	220,000	242,000
Canal Restoration			11,500,000	11,500,000				
Day Drive								
Tulip Road Crossing				250,000				
Bayfront Road Crossing				-	250,000			
Ocean Cove					-	350,000		
Gardenia/Evermia Ditch ARPA		750,000						
Schumann Drive ARPA		750,000						
Concha Dam ARPA		700,000						
TOTAL PROJECT EXPENDITURES	\$ 164,068	\$ 3,130,858	\$ 13,260,586	\$ 12,080,000	\$ 614,000	\$ 750,000	\$ 420,000	\$ 484,000

**PARKING IN LIEU OF FUND
PROJECTED BALANCES
FISCAL YEARS 2023-2028**

	FY 20-21	FY 21-22	FY 22-23	FY 23-24	FY 24-25	FY 25-26	FY 26-27	FY 27-28
Payments in Lieu of Parking	\$ 11,798	\$ 25,944	\$ 344	\$ 344	\$ 344	\$ 344	\$ 344	\$ 344
Investment Income	101	143	195	196	197	199	200	201
PROJECTED REVENUE	\$ 11,899	\$ 26,087	\$ 539	\$ 540	\$ 541	\$ 543	\$ 544	\$ 545
Expenditures:								
None Programmed								
PROJECTED DISBURSEMENTS	\$ -	\$ -						
NONEXPENDABLE TRUST FUND:								
BEGINNING FUND BALANCE	\$ 59,679	\$ 71,578	\$ 97,665	\$ 98,204	\$ 98,745	\$ 99,286	\$ 99,829	\$ 100,373
REVENUES	11,899	26,087	539	540	541	543	544	545
EXPENDITURES	-	-	-	-	-	-	-	-
ENDING FUND BALANCE	\$ 71,578	\$ 97,665	\$ 98,204	\$ 98,745	\$ 99,286	\$ 99,829	\$ 100,373	\$ 100,917

Notes:

Crab Stop Paid Off 5/21/2021 Was \$250/month								
807 Indian River Drive from 8/01/21 to 7/01/31 Graham.	95	95	95	95	95	95	95	95
River Park Plaza	100	100	100	100	100	100	100	100
1201 Indian River Drive Sebastian Investment Group	12,800	-	-	-	-	-	-	-
Compassion Healthcare	149	149	149	149	149	149	149	149
	13,144	344	344	344	344	344	344	344

**CEMETERY TRUST FUND
PROJECTED BALANCES
FISCAL YEARS 2023-2028**

	FY 20-21	FY 21-22	FY 22-23	FY 23-24	FY 24-25	FY 25-26	FY 26-27	FY 27-28
Lot Sales	\$ 151,697	\$ 121,350	\$ 120,000	\$ 120,000	\$ 120,000	\$ 120,000	\$ 120,000	\$ 120,000
Interest Income	1,782	1,601	1,639	1,648	1,436	1,300	1,319	1,329
PROJECTED REVENUE	\$ 153,479	\$ 122,951	\$ 121,639	\$ 121,648	\$ 121,436	\$ 121,300	\$ 121,319	\$ 121,329
Expended from Permanent Endowment:								
Cemetery Equipment	464	-	-	-	14,000	-	-	-
Cemetery Driveway Resurfacing	14,990	-	-	-	-	-	-	-
Cemetery Grounds Improvements	-	-	-	150,000	-	-	-	-
Flag Poles	3,360	-	-	-	-	-	-	-
Mower	11,604	-	-	-	-	-	-	-
Replace Chain Link Fencing	-	-	21,000	-	-	-	-	-
Cemetery Signage	-	10,000	-	-	-	-	-	-
General Fund Transfer for Operations	85,000	90,000	95,000	100,000	105,000	110,000	115,000	120,000
TOTAL OPERATIONAL EXPENDITURES	\$ 115,418	\$ 100,000	\$ 116,000	\$ 250,000	\$ 119,000	\$ 110,000	\$ 115,000	\$ 120,000
Expended from Non-Endowed (Capital):								
Columbariums	-	-	-	-	85,000	-	-	-
Improvements to Sand Hill Section	136,555	-	-	-	-	-	-	-
PROJECTED CAPITAL DISBURSEMENTS	136,555	-	-	-	85,000	-	-	-
TOTAL PROJECTED DISBURSEMENTS	\$ 221,555	\$ 90,000	\$ 95,000	\$ 100,000	\$ 190,000	\$ 110,000	\$ 115,000	\$ 120,000
PERMANENT ENDOWMENT:								
BEGINNING FUND BALANCE	\$ 663,319	\$ 623,750	\$ 584,425	\$ 528,425	\$ 338,425	\$ 279,425	\$ 229,425	\$ 174,425
ANNUAL REVENUES	75,849	60,675	60,000	60,000	60,000	60,000	60,000	60,000
ANNUAL EXPENDITURES & TRANSFERS	(115,418)	(100,000)	(116,000)	(250,000)	(119,000)	(110,000)	(115,000)	(120,000)
ENDING FUND BALANCE	\$ 623,750	\$ 584,425	\$ 528,425	\$ 338,425	\$ 279,425	\$ 229,425	\$ 174,425	\$ 114,425
NON-ENDOWED (Capital)								
BEGINNING FUND BALANCE	\$ 405,501	\$ 346,577	\$ 408,853	\$ 470,491	\$ 532,140	\$ 508,576	\$ 569,876	\$ 631,195
ANNUAL REVENUES	77,631	62,276	61,639	61,648	61,436	61,300	61,319	61,329
ANNUAL EXPENDITURES	(136,555)	-	-	-	(85,000)	-	-	-
ENDING FUND BALANCE	\$ 346,577	\$ 408,853	\$ 470,491	\$ 532,140	\$ 508,576	\$ 569,876	\$ 631,195	\$ 692,524
TOTAL ENDING BALANCE OF TRUST FUND	\$ 970,326	\$ 993,277	\$ 998,916	\$ 870,564	\$ 788,001	\$ 799,301	\$ 805,620	\$ 806,949

**GOLF COURSE FUND
PROJECTED BALANCES
FISCAL YEARS 2023-2028**

	FY 20-21	FY 21-22	FY 22-23	FY 23-24	FY 24-25	FY 25-26	FY 26-27	FY 27-28
Charges for Services	\$ 1,361,700	\$ 1,627,040	\$ 1,631,611	\$ 1,639,769	\$ 1,647,968	\$ 1,656,208	\$ 1,664,489	\$ 1,672,811
Proshop Sales	94,735	105,000	110,000	110,000	110,000	110,000	110,000	110,000
Rents	30,001	30,000	30,000	30,000	30,000	30,000	30,000	30,000
Other Revenue	11,658	9,547	9,760	9,760	9,760	9,760	9,760	9,760
Sale of Carts or Equipment	-	-	-	112,000	49,000	-	-	-
Investment Income	467	1,160	1,000	2,162	2,403	2,686	2,884	3,084
PROJECTED REVENUE	\$ 1,498,561	\$ 1,772,747	\$ 1,782,371	\$ 1,903,691	\$ 1,849,131	\$ 1,808,654	\$ 1,817,133	\$ 1,825,655
Personnel (3.0% per year on Full-time)	\$ 404,919	\$ 430,775	\$ 439,315	\$ 445,922	\$ 452,727	\$ 459,736	\$ 466,956	\$ 474,392
Operating Costs	788,213	813,080	926,977	926,977	926,977	926,977	926,977	926,977
Proshop Cost of Sales	70,345	65,000	65,000	65,000	65,000	65,000	65,000	65,000
Airport Rent	106,135	106,135	106,370	106,370	106,370	106,370	106,370	106,370
Capital Lease Principal - Golf Carts - Up 28%	53,602	50,801	-	135,684	63,996	66,684	68,611	65,025
Capital Lease Interest - Golf Carts - Up 30%	2,789	890	-	10,537	8,312	5,582	3,626	1,157
Repay \$500K General Fund Cash Flow Loans	-	35,000	35,000	35,000	35,000	35,000	35,000	35,000
Irrigation Software Upgrade	13,429							
Equipment			3,500	11,000				
Rehab Parking Lot		5,000						
Ditch #15 Improvements		20,000						
Golf Shop Carpet			3,000					
Range Netting			77,000					
Interest Payment to Building Fund	7,819	5,138	4,857	4,573	4,285	3,993	3,701	3,402
Principal Payment to Building Fund	30,547	30,947	31,352	31,762	32,177	32,598	33,024	33,455
TOTAL FY 21	\$ 1,477,798							
TOTAL FY 22		\$ 1,562,766						
TOTAL FY 23			\$ 1,692,371					
TOTAL FY 24				\$ 1,772,824				
TOTAL FY 25					\$ 1,694,844			
TOTAL FY 26						\$ 1,701,941		
TOTAL FY 27							\$ 1,709,264	
TOTAL FY 28								\$ 1,710,778
BEGINNING UNRESTRICTED RESOURCES	\$ 70,305	\$ 91,068	\$ 301,049	\$ 391,049	\$ 521,916	\$ 676,203	\$ 782,916	\$ 890,785
TOTAL REVENUES	1,498,561	1,772,747	1,782,371	1,903,691	1,849,131	1,808,654	1,817,133	1,825,655
TOTAL OPERATING FUND EXPENDITURES	(1,477,798)	(1,562,766)	(1,692,371)	(1,772,824)	(1,694,844)	(1,701,941)	(1,709,264)	(1,710,778)
ENDING UNRESTRICTED RESOURCES	\$ 91,068	\$ 301,049	\$ 391,049	\$ 521,916	\$ 676,203	\$ 782,916	\$ 890,785	\$ 1,005,663

**AIRPORT FUND
PROJECTED BALANCES
FISCAL YEARS 2023-2028**

	FY 20-21	FY 21-22	FY 22-23	FY 23-24	FY 24-25	FY 25-26	FY 26-27	FY 27-28
OPERATING FUND:								
Pickle Ball Courts Rents	\$ 6,795	\$ 6,795	\$ 6,795	\$ 6,795	\$ 6,795	\$ 6,795	\$ 6,795	\$ 6,795
Public Works Compound Rental	-	14,215	56,860	56,860	56,860	56,860	56,860	56,860
Golf Course Rents	106,135	106,135	106,370	106,370	106,370	106,370	106,370	106,370
Facilities Maintenance Rents	6,000	6,000	6,000	6,000	6,000	6,000	6,000	6,000
Police Storage Area	576	576	576	576	576	576	576	576
Other Rents (Without Growth)	375,889	380,099	401,260	401,260	401,260	401,260	401,260	401,260
Federal Grant	13,000	-	-	-	-	-	-	-
Sale of Fixed Assets	-	11,834	-	-	-	-	-	-
Investment Income	869	720	725	714	705	716	771	741
Other Revenue	83,521	85,690	85,690	85,690	85,690	85,690	85,690	85,690
Transfer from General Fund	-	3,643	-	-	-	-	-	-
PROJECTED REVENUE	\$ 592,785	\$ 615,707	\$ 664,276	\$ 664,265	\$ 664,256	\$ 664,267	\$ 664,322	\$ 664,292
Personnel	62,691	129,585	186,460	192,054	197,815	203,750	209,862	216,158
Operating Costs	161,070	232,280	231,932	231,932	231,932	231,932	231,932	231,932
General Fund Management Fee	116,866	104,041	98,374	101,325	104,365	107,496	110,721	114,042
Air Conditioners	4,255	3,643	-	-	-	-	-	-
Mobile Radios	-	-	-	-	-	-	-	-
Mailbox	-	1,920	-	-	-	-	-	-
Debris Blower	-	-	9,500	-	-	-	-	-
Transfer to Airport Construction Fund	-	72,053	8,280	-	-	35,000	-	-
Repayment of General Fund Advance	150,000	-	-	-	-	-	-	-
Repayment of DST Advances and Interest	30,500	36,500	36,500	38,500	38,500	38,500	40,500	40,500
TOTAL FY 21	\$ 525,382							
TOTAL FY 22		\$ 580,022						
TOTAL FY 23			\$ 571,046					
TOTAL FY 24				\$ 563,811				
TOTAL FY 25					\$ 572,612			
TOTAL FY 26						\$ 616,678		
TOTAL FY 27							\$ 593,015	\$ 602,633
BEGINNING RESOURCES	\$ (188,577)	\$ (121,174)	\$ (85,489)	\$ 7,741	\$ 108,194	\$ 199,838	\$ 247,427	\$ 318,733
TOTAL REVENUES	592,785	615,707	664,276	664,265	664,256	664,267	664,322	664,292
TOTAL EXPENDITURES+DEBT+TRANSFERS	(525,382)	(580,022)	(571,046)	(563,811)	(572,612)	(616,678)	(593,015)	(602,633)
ENDING UNAPPROPRIATED RESOURCES	\$ (121,174)	\$ (85,489)	\$ 7,741	\$ 108,194	\$ 199,838	\$ 247,427	\$ 318,733	\$ 380,393
CAPITAL FUND:								
BEGINNING RESOURCES	\$ -	\$ (10,724)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Grants	560,394	4,203,338	2,039,302	1,506,182	1,366,946	1,810,000	2,190,000	1,200,000
Private Funding	-	35,000	-	-	-	-	-	-
Transfers from Airport Revenue	-	72,053	8,280	-	-	35,000	-	-
Transfers from General Fund	-	19,723	-	-	-	-	-	-
Transfers from DST	122,937	946,441	579,273	79,273	260,945	417,520	547,520	300,000
Rescue Grant Expenditure	-	32,000	-	-	-	-	-	-
Security Cameras	-	24,000	-	-	-	-	-	-
Aircraft Wash Rack	-	-	-	-	-	125,000	-	-
Airport Equipment Shelter	-	-	-	-	-	50,000	-	-
Hangar C Office Improvements	-	70,000	-	-	-	-	-	-
Hangar D	593,314	1,500,568	-	-	-	-	-	-
Square Hangars	32,096	965,420	1,000,000	-	-	-	-	-
Shade Hangars	-	-	-	-	-	1,100,000	-	-
Runway 10-28 and Taxiway Bravo Markings	-	-	41,400	-	-	-	-	-
Rehab Runway 05/23	-	2,500	1,585,455	1,585,455	-	-	-	-
Runway 13-31 Road and Utilities Design	-	-	-	-	-	-	250,000	-
Runway 13-31 Road and Utilities Construction	-	-	-	-	-	-	1,500,000	1,500,000
Reconstruct Apron Alpha	-	-	-	-	1,409,000	-	-	-
Taxi Lane Alpha Construction	68,645	668,083	-	-	-	-	-	-
Taxiway Golf Design	-	-	-	-	218,891	-	-	-
Taxiway Golf Construction	-	-	-	-	-	987,520	987,520	-
Establish Sewer Service	-	2,013,984	-	-	-	-	-	-
ENDING RESOURCES	\$ (10,724)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
TOTAL OPERATING AND CAPITAL	\$ (131,898)	\$ (85,489)	\$ 7,741	\$ 108,194	\$ 199,838	\$ 247,427	\$ 318,733	\$ 380,393

**BUILDING FUND
PROJECTED BALANCES
FISCAL YEARS 2023-2028**

	FY 20-21	FY 21-22	FY 22-23	FY 23-24	FY 24-25	FY 25-26	FY 26-27	FY 27-28
Operating Revenue (No Growth)	\$1,370,648	\$ 1,229,100	\$ 1,268,500	\$ 1,268,500	\$ 1,268,500	\$ 1,268,500	\$ 1,268,500	\$ 1,268,500
Other Revenue	7,330	3,200	3,200	3,200	3,200	3,200	3,200	3,200
Principal on Golf Course Irrigation Loan	30,547	30,947	31,352	31,762	32,177	32,598	32,598	32,598
Interest on Golf Course Irrigation Loan	7,819	5,138	4,857	4,573	4,285	3,993	3,701	3,701
Investment Income	2,704	3,654	4,089	4,160	4,182	4,152	4,069	3,931
PROJECTED REVENUE	\$1,419,048	\$ 1,272,039	\$ 1,311,998	\$ 1,312,195	\$ 1,312,344	\$ 1,312,443	\$ 1,312,068	\$ 1,311,930
Personnel	\$ 631,113							
Operating Costs	160,095							
Vehicle	22,957							
Front Counter Renovations	0	116,000						
TOTAL FY 21	\$ 814,165							
Personnel		718,945						
Operating Costs		213,051						
TOTAL FY 22		\$ 1,047,996						
Personnel			933,975					
Operating Costs			338,146					
TOTAL FY 23			\$ 1,272,121					
Personnel				961,994				
Operating Costs				338,146				
TOTAL FY 24				\$ 1,300,140				
Personnel					990,854			
Operating Costs					338,146			
TOTAL FY 25					\$ 1,329,000			
Personnel						1,020,580		
Operating Costs						338,146		
TOTAL FY 26						\$ 1,358,726		
Personnel							1,051,197	
Operating Costs							338,146	
TOTAL FY 27							\$ 1,389,343	
Personnel								1,082,733
Operating Costs								338,146
TOTAL FY 28								\$ 1,420,879
BEGINNING RESOURCES	\$ 825,081	\$ 1,429,964	\$ 1,654,006	\$ 1,693,884	\$ 1,705,938	\$ 1,689,282	\$ 1,642,999	\$ 1,565,725
TOTAL REVENUES	1,419,048	1,272,039	1,311,998	1,312,195	1,312,344	1,312,443	1,312,068	1,311,930
EXPENDITURES+DEBT+TRANSFERS	814,165	1,047,996	1,272,121	1,300,140	1,329,000	1,358,726	1,389,343	1,420,879
ENDING UNRESTRICTED RESOURCES	\$1,429,964	\$ 1,654,006	\$ 1,693,884	\$ 1,705,938	\$ 1,689,282	\$ 1,642,999	\$ 1,565,725	\$ 1,456,776

CITY OF SEBASTIAN, FLORIDA 2022/2023 ANNUAL BUDGET

SCHEDULE SIX

GLOSSARY

This is a glossary of terms commonly used at public meetings at which financial matters are discussed:

Accrual – Recognition of changes in economic resources as soon as the underlying event or transaction occurs, as opposed to when cash is received or spent.

Ad Valorem Taxes – A tax levied on the assessed value (net of any exemptions) of real or personal property. This is commonly referred to as “property tax”.

Anticipated (revenue, deficit, expenses, etc.) – Estimates used in analyzing and preparing budgets. Anticipated figures are the equivalent of educated guesses, based on experience and information from a variety of sources that help government officials determine what they think they will be.

Appropriation from Prior Year Fund Balance (Retained Earnings) – Money not spent in one fiscal year but carried forward to the next year. Cash carried forward is used to supplement revenues required to pay all expenses.

Audit – Procedures undertaken to obtain audit evidence about the amounts and disclosures in the financial statements, as a basis for an opinion that they fairly present an entities financial position in conformity with generally accepted accounting principles.

Balance Budget – A Budget where revenues exceed expenditures.

Budget – A plan of financial operation embodying an estimate of proposed expenditures for a given period and the proposed means of financing them. Florida law requires that governments have a balanced budget, with expenses not exceeding revenues.

CAFR – Comprehensive Annual Financial Report

Capital Improvement Program – Governmental agencies set up five-year programs for major costs such as the construction of buildings, land acquisition, road improvements and heavy equipment. Capital expenses are listed separately from operating expenses within the budget.

Capital Outlay – Fixed assets which have a value of \$750 or more have a useful economic lifetime of more than one year, or assets of any value if the nature of the item is such that it must be controlled for custody purposes.

Capital Project – A project to acquire or improve an asset costing over \$50,000 and expected life of more than five years. Includes land acquisition, construction, repair or structural improvement of a facility, engineering and design for a facility, and acquisition or repair of equipment. Includes details on the time frame for completion, location, description, estimated total expenditure, impact on operating cost and financing method.

Capital Project Fund – A governmental Fund used to account for the acquisition and construction of major capital facilities other than those financed by proprietary funds.

City of Sebastian Cemetery Trust Fund – The City of Sebastian Cemetery Trust Fund is used to account for principal trust amounts received, sale of cemetery lots and related interest income. One-half of the cemetery lot sales and the interest portion of the trust can be used to maintain the community cemetery.

Contingency Account – Money that has been set-aside for emergencies or unexpected expenses. Each City fund usually has such an account to cover higher-than-expected costs or purchases that were not anticipated when the budget was being prepared.

COVID-19 Pandemic – The ongoing pandemic named as the coronavirus disease of 2019. It is transmitted via respiratory droplets and causes severe acute respiratory symptoms.

Debt Service Fund – A governmental accounting fund used to account for the accumulation of pledged funds that are legally restricted to pay debts.

Deficit – A term generally applied to the budget as a whole, reflecting real or projected shortages in revenue. It means there is not enough revenue to cover expenses.

Depreciation – An accounting method used to allocate the cost of an asset over its useful life in order to reflect the result of age, wear and tear from use, or economic obsolescence.

Enterprises – Activities of government, which are operated and accounted for as businesses. Enterprises rely principally on user fees earned by the business to fund operations. In Coty of Sebastian, the Golf Course, Airport, and the Building Department are enterprises.

Expenditures/Expenses – Cost of goods or services used.

FAA – Federal Aviation Administration

FDOT – Florida Department of Transportation

FEMA – Federal Emergency Management Agency

Fiscal year – A 12-month period of time to which the annual operating budget applies and at the end of which, a government determines its financial position and the results of its operations. In Florida, the fiscal year for all local governments extends from October 1 to September 30.

CITY OF SEBASTIAN, FLORIDA 2022/2023 ANNUAL BUDGET

Franchise Fees – Money collected, usually from a private utility, in exchange for use of a governmental agency’s easements and rights-of-way. Cities authorize the use these facilities and collect a fee in return. Franchise fees also are collected from garbage and trash services allowed to operate with a government’s boundaries.

Full-time Equivalent Employees – The number of employees an employer would have if the employer’s work needs were satisfied by all employees were full time.

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 of that fund.

Fund Balance – A term used to express the equity (assets minus liabilities) of governmental funds and trust funds.

GAAP-Generally Accepted Accounting Principles – Uniform minimum standards and guidelines for financial accounting and reporting. They govern the form and content of the basic financial statements of an entity. GAAP encompasses the conventions, and procedures necessary to define accepted accounting practices at a particular time. They include not only broad guidelines of general applications, but also detailed practices and procedures. GAAP provides a standard by which to measure financial presentations. The primary authoritative statement on the application of GAAP to state and local governments are National Committee on Governmental Accounting (NCGA) pronouncements. Every government should prepare and publish financial statements in conformity with GAAP. The objective of government GAAP financial reports are different from, and much broader than, the objectives of business GAAP financial reports.

General Fund – The main operating fund for the city, which is used to account for all financial resources, except those required to be accounted for in another fund. All city’s departments/divisions except the enterprise fund departments/divisions are funded by the general fund. Ad valorem taxes make up the largest percentage of the general fund revenues.

Governmental Funds – These funds account for general governmental activities, such as law enforcement, which are largely supported by taxes and fees. They are reported using the current financial resources measurement focus and the modified accrual basis of accounting.

GFOA – Government Finance Officers Association, a professional association of state and local finance officers in the United States and Canada committed to supporting the professional management of governments for the benefit of the public.

Interfund Transfer – Budgeted amounts transferred from one governmental accounting fund to another for work or services provided.

Mill – A tax rate set on the basis of the valuation of properties. A tax rate of one mill produces one dollar of taxes on each \$1,000 of assessed property valuation.

Millage Rate – A rate expressed in thousands. As used with ad valorem (property) taxes, the rate expresses the dollar of tax per one thousand dollars of taxable valuation.

Over Budget – Over budget in revenue means there is more income than expected. Over budget in expenses means actual costs exceed the budget and funds must be transferred to provide for the additional expenses by a budget adjustment.

Permanent Fund – Permanent Funds are used to report resources that are legally restricted to the extent that only earnings, not principal, may be used for purposes that support the reporting government’s programs.

Projected Deficit – A projection that based on the current rate of spending, expenses will be greater than anticipated revenue. A projected deficit during a budget year usually necessitates an adjustment in the spending pattern—delaying some purchases or eliminating planned expenses—to stay within the budgeted figures.

Proprietary Fund – Used in governmental accounting to account for activities involving business-like interactions similar to those found in the private sector. They receive significant support from fees and charges.

Reserved Fund Balance – Portion of a fund balance that is not available for appropriation. This usually is due to statutory authority and/or internal policies.

Revenue – Revenues may be operationally defined in governmental fund accounting as “all increases in fund net assets except those arising from interfund reimbursements, interfund operating and residual equity transfers, or long term debt issues”.

Rolled Back Millage Rate – The tax rate necessary to pay a governmental agency the same amount of property tax dollars received during the previous budget year, excluding changes in taxable valuation resulting from new construction, annexation or de-annexation.

Shortfall – A term generally synonymous with deficit but applied to individual revenue accounts instead of to the budget of a fund or the whole City. A City might have a shortfall in a particular account, but a shortfall in the total budget is called a deficit.

SPD – Sebastian Police Department

Special Revenue Fund – A governmental accounting fund used to account for special revenues that are legally restricted to expenditures for particular purposes.

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State-Shared Revenue – Revenues collected by the state and proportionately shared with counties and/or municipalities on the basis of specific formulas. Such revenues include: local share of cigarette taxes, fuel taxes, mobile home license taxes, liquor license taxes, and half-cent sales taxes.

Taxable Valuation – The value of property after all allowable exemptions have been subtracted; the values on which the millage rate is applied and taxes are computed.

TRIM Bill – Florida’s Truth in Millage Law that requires cities to calculate next year’s property taxes based on the same tax dollars they received during the current fiscal year.

Trust Fund – A Fund used to account for assets held in a trustee capacity or as an agent for individuals, private organizations or other governmental units.

Under Budget – Under budget in revenue means that money being collected from taxes and other sources is not as much as was anticipated. It might necessitate spending adjustments

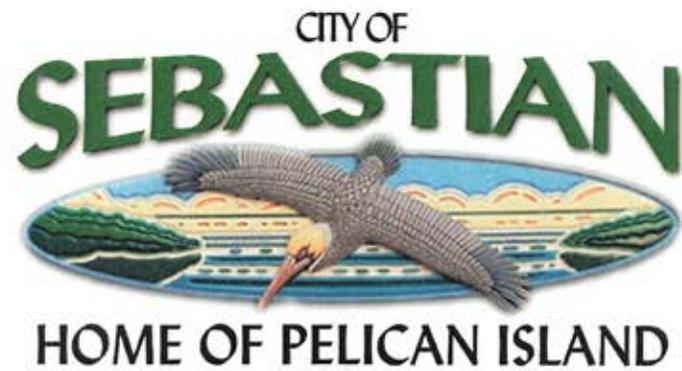
Unreserved Fund Balance – Portion of a fund balance that is available for appropriation.

User Fee – A fee charged to the party that directly receives a public service.

Utility Service Taxes – Taxes paid to municipalities by users of electricity, telephones, cellular phones, beepers, natural gas, bottled gas, and fuel oil.

Valuation – The dollar value of property that has been assigned by the County Property Appraiser.

Working Capital – Excess of current assets including cash-on-hand equivalents over current liabilities that can be used to satisfy cash flow needs.



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